

ORDINANCE NO. 389

AN ORDINANCE OF THE CITY OF WOODINVILLE, WASHINGTON, REPEALING ORDINANCE NO. 377, EFFECTIVE APRIL 18, 2005, ADOPTING BENEFIT AND CLASSIFICATION PAY RANGES FOR CITY EMPLOYEES AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, state law requires that staffing levels, employee salaries, employee benefits and job classifications be reviewed annually by the City Council in the budget process, and requires City Council approval of changes; and

WHEREAS, the City Council adopted a benefit and classification schedule in Ordinance No. 353 that took effect on January 1, 2004; and

WHEREAS, the 2005/2006 city budget includes wage adjustments to various city employee job classifications, with minor pay range adjustments for cost-of-living increments capped at 90% of the State of Washington consumer price index for regular employees; and

WHEREAS, the City of Woodinville considers it appropriate to permit administrative adjustments based on parity with comparable positions in other jurisdictions and economic factors; and

WHEREAS, salary adjustments in the City Manager's proposed 2005/2006 city general fund budget increase 6.8% or less, including the proposed addition of only 1.1 FTE; and

WHEREAS, factors driving the significant increases in benefit cost are influenced by state and national policy, and marketplace dynamics beyond the control of the City of Woodinville; and

WHEREAS, the Washington State Public Employees' Retirement System (PERS) lowered the employer contribution rate from 7.5% in June, 1999 to the current rate of 1.18% due to market investment gains; and

WHEREAS, the Washington State Public Employees' Retirement System has increased the employer contribution rate from 1.18% to 5.08% effective July 1, 2005 due to normalized investment returns; and

WHEREAS, the increased contribution rates have caused the City funded employee benefit costs to increase by \$64,660 in 2005; and

WHEREAS, the increased premium costs for employee medical plan coverage have caused the 2005 General Fund budget to increase by \$23,200; and

WHEREAS, the City Council is concerned that future salary adjustments, PERS contribution rates, and medical premium cost increases could out pace the growth of General Fund revenues; and

WHEREAS, the City Council intends to fund a staff and services study in 2005 to ensure appropriate staffing and service levels and long-term sustainability; and

WHEREAS, the City Council has directed staff to recommend alternatives for the continuation of a benefits package that will attract and retain the highest quality employees while maintaining a sustainable level of City expenditures for employee benefits using a total compensation approach; and

WHEREAS, the City Council adopted a classification study for non-regular employees in 2001; and

WHEREAS, the City Council has determined some city work is irregular with regard to schedule and duration; and

WHEREAS, the City Council recognizes the need to employ temporary employees at all levels of responsibility from time to time on an as needed basis, or to work for limited periods of time, and;

WHEREAS, the City Council considers it appropriate to permit administrative adjustments to the City's pay plans to meet the City's staffing needs; and

WHEREAS, the City Council finds it necessary to add two positions to the Non-Regular Pay Plan to meet the City's short-term staffing needs:

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF WOODINVILLE, WASHINGTON, DOES RESOLVE AS FOLLOWS:

Section 1. That Ordinance No. 377 relating to pay ranges and employee benefits is hereby repealed, effective April 18, 2005.

Section 2. The City Council hereby adopts the Employee Benefit Plan (Attachment A), the classification pay range (Attachment B), and the Non-Regular Pay Plan (Attachment C).

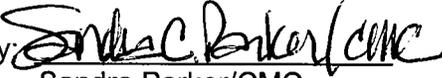
Section 3. The effective date for payment of salary steps, ranges and benefits shall be April 18, 2005 and shall continue until amended by action of the City Council.

ADOPTED BY THE CITY COUNCIL AND SIGNED IN AUTHENTICATION OF ITS
PASSAGE THIS 2nd DAY OF MAY 2005.



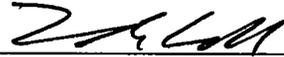
Don Brocha, Mayor

ATTEST/AUTHENTICATED:

By: 
Sandra Parker/CMC
City Clerk

APPROVED AS TO FORM:

OFFICE OF THE CITY ATTORNEY

By: 

PASSED BY THE CITY COUNCIL: 5-2-2005
PUBLISHED: 5-9-2005
EFFECTIVE DATE: 5-14-2005
ORDINANCE NO. 389

BENEFIT SCHEDULE

Effective Date: April 18, 2005

EMPLOYEE BENEFITS - Paid by City

Medical - AWC Plan A 100% Employee, 90% of Spouse, and 90% of children

AWC Group Health, up to the premium dollar amounts set forth for Plan A

Dental - AWC Plan A 100% Employee and Dependent Coverage

Employee Assistance Plan - AWC paid by City for all employees.

Term Life Insurance - \$10,000 paid by City for all employees.

Vision Insurance - AWC paid by City for all employees and their spouse and dependants.

Flu Immunization – available without cost to City employees, regular and part time, who work at least 20 hours per week, provided that the immunization shall only be available without cost to the employee on the day, place and time set forth through the Wellness Program at City Hall, and subject to the availability of flu vaccine.

Regular Part-Time Employees - All benefits cost shared and/or accrued according to the percentage that the part-time bears to full-time employment, except that term life insurance, vision insurance, and dental insurance shall be paid by the City for all paid employees in Attachment B who work 20 or more hours per week on an annual basis.

The City shall furnish coffee, tea, and other hot water drinks for attendees of public meetings as a benefit of contribution to public process, and for employees as a benefit of employment.

The City shall furnish a computer for staff for non City business use during lunch or rest periods. Procedures and policies for use of the computer will be established in an Administrative Policy. The computer and use of the computer shall be considered a benefit of employment.

Attachment B
Classification Pay Range:
Effective Date: April 18, 2005

Assigned Pay Range	Min Step 1	Max Step 6	<i>Position Title</i>
A A A A	2,762	3,591	Administrative Assistant Permit Technician I Facilities Maintenance Worker I Recreation Program Technician
B	2,908	3,780	Maintenance Worker I
C C	3,062	3,979	Permit Technician II Volunteer Coordinator
D D D D D D	3,223	4,188	Administrative Assistant, Senior Accounting Clerk <u>Engineering Technician</u> Executive Secretary Maintenance Worker II Permit Technician III Planning Technician
E E E E	3,393	4,411	Facilities Maintenance Worker II Building Inspector I Code Enforcement Officer Maintenance Worker III
F	3,627	4,716	Recreation Coordinator
G G G G G	3,879	5,045	Building Inspector II Civil Site Field Inspector Maintenance Supervisor – Parks Planner Planner, Park
H H H H H H	4,130	5,372	Accountant, Senior Field Engineer Information Services Manager Permit Supervisor Senior Programmer Planner, Transportation/Environmental
I I I I	4,400	5,719	Building Plans Examiner Maintenance Supervisor – Public Works Planner, Senior Recreation Supervisor
J J J J J J	4,684	6,092	City Clerk Civil Plans Examiner Communications Coordinator Engineer, Senior – Project Manager Engineer, Senior – Surface Water Engineer, Senior – Traffic
K	4,990	6,489	Planner, City
L	5,315	6,910	Assistant to the City Manager
M	5,660	7,359	City Engineer
N	6,026	7,837	
O O O O O	6,812	8,858	Director, Finance Director, Parks & Recreation Director, Permit Center Director, Planning & Community Devel. Director, Public Works

Attachment C
Non-Regular Pay Plan
Effective Date: April 18, 2005

CLASSIFICATION	RANGE	Min	Mid	Max
Intern I / Recreation Aide I	AA	7.35		8.51
Recreation Aide II	BB	7.79		9.02
Recreation Aide III	CC	8.26		9.56
Recreation Aide IV	DD	8.75		10.13
Recreation Aide V	EE	9.28		10.74
Laborer I Office Assistant I Recreation Assistant I	FF	9.84		11.39
Recreation Assistant II	GG	10.43		12.07
Recreation Assistant III	HH	11.05		12.79
Laborer II Office Assistant II	II	11.71		13.56
Intern II Laborer III Office Assistant III	JJ	12.42		14.38
	KK	13.16		15.24
Recreation Assistant IV Intern III	LL	13.95		16.15
<u>Program Assistant</u>				
Recreation Assistant V Program Coordinator	MM	14.79		17.12
	NN	15.68		18.15
	OO	16.62		19.24
<u>Engineering Technician</u>	<u>PP</u>	<u>17.61</u>		<u>20.39</u>
	QQ	18.67		21.61
	RR	19.79		22.91
	SS	20.98		24.29
<u>Engineer I</u>	<u>TT</u>	<u>22.24</u>		<u>25.74</u>
Planner	UU	23.57		27.29
	VV	24.99		28.93
Senior Planner	WW	26.49		30.66
Senior Engineer	XX	28.08		32.50
	YY	29.76		34.45
Aerobics Instructor	ZZ	31.55		36.52