

## ORDINANCE NO. 514

AN ORDINANCE OF THE CITY OF WOODINVILLE, WASHINGTON, REPEALING ORDINANCE NO. 495 AND 502, ADOPTING BENEFIT AND CLASSIFICATION PAY RANGES FOR CITY EMPLOYEES AND ESTABLISHING AN EFFECTIVE DATE.

**WHEREAS**, the City Council adopted a revised pay, benefit and classification structure for 2010; and

**WHEREAS**, the City Council must establish pay ranges for new position classes; 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;

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF WOODINVILLE, WASHINGTON, DO ORDAIN AS FOLLOWS:**

**Section 1:** For 2011, the number and titles of authorized Full-Time Equivalent Employees (FTEs), including regular, non-regular, full-time, and part-time employees, shall be established at 37.06 FTEs, as detailed in Attachment A.

**Section 2.** The City Council hereby adopts the Employee Salaries, Wages, and Benefit Plans for each employee group, effective January 1, 2011 as shown in the following Attachments:

- Attachment B: Non-Represented Employees
- Attachment C: IAM Supervisors
- Attachment D: IAM Non-Supervisors
- Attachment E: Teamsters
- Attachment F: Non-Regular Employees

**Section 3.** The effective date for payment of salary steps, ranges and benefits shall be in accordance with the City's Personnel Policies Manual or applicable approved collective bargaining agreement and shall apply and continue until amended by action of the City Council.

**Section 4.** If any section, sentence, clause or phrase of this ordinance should be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section, sentence, clause or phrase of this ordinance.



Charles E. Price, Mayor

ATTEST/AUTHENTICATED:

By: Jennifer A. Kuhn  
Jennifer Kuhn, CMC, City Clerk

APPROVED AS TO FORM:  
OFFICE OF THE CITY ATTORNEY

By: Greg Rubstello  
Greg Rubstello, City Attorney

PASSED BY THE CITY COUNCIL: 12/07/2010  
PUBLISHED: 12/13/2010  
EFFECTIVE DATE: 12/20/2010  
ORDINANCE NO. 514

Department	2011	Dept Total
<b><u>EXECUTIVE</u></b>		5.00
City Manager	1.00	
Assistant to the City Manager	1.00	
Management Analyst	1.00	
City Clerk	1.00	
Exec Sec/DepC	1.00	
<b><u>ADMIN/FINANCE</u></b>		7.00
Finance Director	1.00	
Senior Accountant	1.00	
Acct. Clerk	2.00	
Info. Technology Manager	1.00	
Senior Programmer	1.00	
Admin. Assistant	1.00	
<b><u>PUBLIC WORKS/ENGINEERING</u></b>		15.06
Public Works Director	1.00	
Asst PW Director	1.00	
Sr. Engineer	1.00	
Sr. AA	1.00	
Field Engineer/E1	1.00	
Engineer Tech	1.00	
PW Sup/Maint Sup	1.00	
Maint. Wkr 3	2.00	
Maint. Wkr 2	2.00	
Maint. Wkr 1	1.00	
Parks Maint. Worker	1.00	
Non-Regular PW/SWM Maint.	0.67	
Non-Regular Parks Maint.	1.39	
<b><u>DEVELOPMENT SERVICES</u></b>		9.00
Develop Srvs Dir	1.00	
Sr Planner	1.00	
Transp Planner	1.00	
Planner	1.00	
Sr AA	1.00	
Bldg Plans Examiner	1.00	
Building Inspector	1.00	
Permit Tech 2	2.00	
<b><u>POLICE</u></b>		1.00
Police Clerk	1.00	
<b><u>TOTAL CITY STAFFING</u></b>		
		<u>37.06</u>

## Ordinance No. 514

**Salaries, Wages, and Benefits for Non-Represented Employees**  
**Effective Date: January 1, 2011**

Assigned Pay Range	Min Step 1	Max Step 6	Position Title
D	3,726	4,841	Administrative Assistant, Senior
F	4,193	5,453	Executive Assistant/Deputy City Clerk
H	4,775	6,211	Management Analyst
J	5,416	7,043	City Clerk
L	6,144	7,989	Assistant Public Works Director Assistant to the City Manager
O	7,875	10,239	Director, Finance Director, Development Services Director, Parks & Recreation Director, Public Works

**HEALTH AND OTHER BENEFITS EFFECTIVE JANUARY 1, 2011****Health Benefits**

AWC HealthFirst Plan, Monthly City Contribution toward premium as follows:

Employee Only: \$555.62

Employee plus Spouse: \$1,113.35

Employee plus Spouse and one dependent: \$1,385.13

Employee plus Spouse and two or more dependents: \$1,609.51

Employee and one dependent: \$827.40

Employee and two dependents: \$1,051.78

AWC Group Health Plan 1, up to the premium dollar amounts set forth for AWC HealthFirst Plan

Dental - AWC Plan F or Willamette Dental \$10 Co-pay monthly City contribution toward premium as follows:

Employee Only: \$53.02 and Dependent Coverage,

Employee plus one dependent: \$100.60

Employee plus two dependents: \$160.27

AWC 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 dependents.

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.

Ordinance No. 514  
**Salaries, Wages, and Benefits for IAM Represented Supervisors**  
**Effective Date: January 1, 2011**

Assigned Pay Range	Min Step 1	Max Step 6	Position Title
I	5,087	6,611	Maintenance Supervisor Manager, Permit and Land Use Processing Recreation Supervisor
N	6,967	9,060	Manager, Long Range Planning

**HEALTH AND OTHER BENEFITS EFFECTIVE JANUARY 1, 2011**

**Health Benefits**

AWC HealthFirst Plan, Monthly City contribution toward premium as follows:

- Employee Only: \$552.58
- Employee plus Spouse: \$1,105.15
- Employee plus Spouse and one dependent: \$1,374.15
- Employee plus Spouse and two or more dependents: \$1,596.16
- Employee and one dependent: \$821.57
- Employee and two dependents: \$1,043.59

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The City shall furnish coffee, tea, and other hot water based 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.

[Note: All salaries, wages, and benefits determined by Labor Agreement]

Ordinance No.514  
**Salaries, Wages, and Benefits for IAM Represented Non-Supervisors**  
**Effective Date: January 1, 2011**

Assigned Pay Range	Min Step 1	Max Step 6	Position Title
A	3,193	4,152	Administrative Assistant Permit Technician I Facilities Maintenance Worker I Recreation Program Technician
C	3,540	4,600	Permit Technician II Volunteer Coordinator Police Clerk
D	3,725	4,841	Administrative Assistant, Senior Accounting Clerk Permit Technician III Planning Technician Engineering Technician Parks Maintenance Worker II
E	3,922	5,099	Building Inspector I Code Enforcement Officer Facilities Maintenance Worker II GIS Analyst Office Manager
F	4,193	5,453	Recreation Coordinator
G	4,483	5,832	Building Inspector II Civil Site Field Inspector Planner, Park Planner
H	4,775	6,211	Accountant, Senior Building Plans Examiner Engineer I/Field Engineer Information Services Manager Permit Supervisor Senior Programmer Planner, Transportation/Environmental
I	5,087	6,611	Planner, Senior
J	5,416	7,043	Civil Plans Examiner Engineer, Senior
K	5,768	7,501	City Planner

**HEALTH AND OTHER BENEFITS EFFECTIVE JANUARY 1, 2011**

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Ordinance No. 514  
**Classification Pay Range**  
**Teamster-Represented Employees**  
**Effective Date: January 1, 2011**

Assigned Pay Range	Min Step 1	Max Step 6	Position Title
B	3,343	4,345	Maintenance Worker I
D	3,704	4,814	Maintenance Worker II
E	3,900	5,070	Maintenance Worker III

**STANDBY PAY-** Employees assigned to standby duty shall be paid \$3 for each hour of standby duty.

**HEALTH AND OTHER BENEFITS EFFECTIVE JANUARY 1, 2011**

**Health Benefits**

Medical-Washington Teamsters Health and Welfare insurance, up to \$1,237.89 for health, dental and vision coverage.

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

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

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.

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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.

Note: The terms and conditions for the Teamsters are subject to change pending the outcome of labor negotiations.

## Non-Regular Pay Plan

CLASSIFICATION	RANGE	Min	Mid	Max
Intern I / Recreation Aide I	AA	8.67		10.04
Recreation Aide II	BB	9.19		10.64
Recreation Aide III	CC	9.74		11.28
Recreation Aide IV	DD	10.33		11.95
Recreation Aide V	EE	10.95		12.67
Laborer I Office Assistant I Recreation Assistant I	FF	11.60		13.43
Recreation Assistant II	GG	12.30		14.24
Recreation Assistant III	HH	13.04		15.09
Laborer II Office Assistant II	II	13.82		16.00
Intern II Laborer III Office Assistant III	JJ	14.65		16.96
Recreation Assistant IV Intern III	LL	16.46		19.05
Recreation Assistant V Program Coordinator	MM	17.45		20.20
Not assigned	NN	18.49		21.41
Not assigned	OO	19.60		22.69
Not assigned	PP	20.78		24.05
Not assigned	QQ	22.02		25.50
Not assigned	RR	23.35		25.74
Not assigned	SS	24.75		27.28
Not assigned	TT	26.23		28.92
Planner	UU	27.81		32.19
Not assigned	VV	29.47		34.12
Senior Planner	WW	31.24		36.17
Senior Engineer	XX	33.12		38.34
Not assigned	YY	35.10		40.64
Aerobics Instructor	ZZ	37.21		43.08