ORIGINAL

ORDINANCE NO. 278

AN ORDINANCE OF THE CITY OF SHORELINE, WASHINGTON, RECLASSIFYING THREE POSITIONS IN THE FINANCE DEPARTMENT (ONE FINANCE ASSISTANT II TO A NEW CLASSIFICATION ENTITLED PAYROLL OFFICER AND TWO OTHER FINANCE ASSISTANT II POSITIONS TO A NEW CLASSIFICATION ENTITLED FINANCE TECHNICIAN) AND AMENDING ORDINANCE NO. 270 REVISING THE CITY OF SHORELINE'S CLASSIFICATION AND COMPENSATION PLAN TO ADD CLASSIFICATIONS.

WHEREAS, City staff have determined it is appropriate to reclassify the Finance Assistant II position processing payroll within the Finance Department to a Payroll Officer; and

WHEREAS, City staff have determined it is appropriate to reclassify the two other Finance Assistant II positions within the Finance Department (performing accounts payable/accounts receivable and purchasing) to Finance Technician; and

WHEREAS, the City of Shoreline wishes to revise its Classification and Compensation Plan to add two new classifications to be known as Payroll Officer and Finance Technician to reflect the revised duties of these positions;

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

Section 1. Amendment. The City of Shoreline Classification and Compensation Schedule, and Exhibit A to Ordinance No. 270 amending the City's Classification and Compensation Plan, are amended as set forth in Exhibit A attached hereto.

Section 2. Amendment. The City of Shoreline 2001 Budget, *Finance Department - 2001 Position Summary,* adopted by Ordinance No. 254 is amended to read as set forth in Exhibit B attached hereto.

Section 3. Salary Adjustment. Salaries of employees filling positions reclassified by this ordinance on or after March 19, 2001 shall be adjusted and compensation paid as though this ordinance had been in effect on March 19, 2001.

Section 4. Effective Date. A summary of this ordinance consisting of its title shall be published in the official newspaper of the City. This ordinance shall take effect five days after

ORIGINAL

passage and publication.

ADOPTED BY THE CITY COUNCIL ON July 9, 2001.

Mayor Scott Jepsen

ATTEST:

Sharon Mattioli, CMC
City Clerk

APPROVED AS TO FORM:

Ian Sievers
City Attorney

Publication Date: July 12, 2001
Effective Date: July 17, 2001

ORIGINAL

City of Shoreline
Range Placement Table
2.5% Between Ranges; 4% Between Steps **Exhibit A**
January 1, 2001

Range #	Title	Pay Period	Step 1	Step 2	Step 3	Step 4	Step 5	Maximum Step 6
1		Hourly	7.25	7.55	7.85	8.16	8.49	8.83
		Payperiod	580	604	628	653	679	706
		Annual	15,090	15,710	16,329	16,971	17,657	18,365
2		Hourly	7.45	7.73	8.04	8.36	8.69	9.04
		Payperiod	596	619	643	669	695	723
		Annual	15,489	16,086	16,728	17,392	18,077	18,808
3		Hourly	7.62	7.93	8.24	8.57	8.91	9.28
		Payperiod	609	634	660	686	713	742
		Annual	15,843	16,484	17,148	17,834	18,542	19,294
4		Hourly	7.81	8.13	8.45	8.79	9.14	9.51
		Payperiod	625	650	676	703	731	761
		Annual	16,241	16,905	17,569	18,277	19,007	19,781
5		Hourly	8.01	8.33	8.67	9.01	9.37	9.74
		Payperiod	641	666	694	721	750	780
		Annual	16,661	17,325	18,033	18,741	19,494	20,268
6		Hourly	8.21	8.53	8.88	9.23	9.61	9.99
		Payperiod	657	683	711	739	768	799
		Annual	17,082	17,746	18,476	19,206	19,980	20,777
7	Lifeguard/Instructor I	Hourly	8.43	8.75	9.11	9.47	9.85	10.24
		Payperiod	674	700	728	757	788	820
		Annual	17,524	18,210	18,940	19,693	20,489	21,308
8		Hourly	8.64	8.98	9.33	9.71	10.10	10.50
		Payperiod	691	718	746	777	808	840
		Annual	17,967	18,675	19,405	20,202	20,998	21,839
9	Lifeguard/Instructor II	Hourly	8.84	9.20	9.56	9.95	10.35	10.77
		Payperiod	707	736	765	796	828	861
		Annual	18,387	19,140	19,892	20,688	21,529	22,392
10		Hourly	9.07	9.44	9.81	10.20	10.61	11.03
		Payperiod	726	755	785	816	848	883
		Annual	18,874	19,626	20,401	21,219	22,060	22,945
11		Hourly	9.29	9.67	10.05	10.46	10.87	11.31
		Payperiod	743	774	804	837	870	905
		Annual	19,317	20,113	20,910	21,750	22,613	23,521

ORIGINAL

Range #	Title	Pay Period	Step 1	Step 2	Step 3	Step 4	Step 5	Maximum Step 6
12		Hourly	9.52	9.90	10.31	10.71	11.15	11.60
		Payperiod	762	792	825	857	892	928
		Annual	19,803	20,600	21,441	22,281	23,189	24,118
13		Hourly	9.77	10.16	10.56	10.99	11.42	11.88
		Payperiod	781	813	845	879	914	951
		Annual	20,312	21,131	21,972	22,857	23,764	24,715
14		Hourly	10.01	10.40	10.83	11.27	11.71	12.18
		Payperiod	801	832	866	901	937	974
		Annual	20,821	21,640	22,525	23,432	24,361	25,335
15		Hourly	10.25	10.67	11.10	11.54	12.00	12.48
		Payperiod	820	854	888	923	960	998
		Annual	21,330	22,193	23,078	24,007	24,959	25,955
16		Hourly	10.52	10.95	11.38	11.83	12.31	12.80
		Payperiod	842	876	911	946	985	1,024
		Annual	21,883	22,768	23,675	24,605	25,600	26,618
17		Hourly	10.79	11.21	11.66	12.13	12.62	13.12
		Payperiod	863	897	933	970	1,009	1,049
		Annual	22,436	23,321	24,251	25,224	26,242	27,282
18	Senior Lifeguard	Hourly	11.04	11.49	11.95	12.42	12.92	13.45
		Payperiod	883	919	956	994	1,034	1,076
		Annual	22,967	23,897	24,848	25,844	26,884	27,968
19		Hourly	11.32	11.78	12.24	12.73	13.24	13.78
		Payperiod	905	942	980	1,019	1,060	1,102
		Annual	23,543	24,494	25,468	26,486	27,548	28,654
20		Hourly	11.61	12.07	12.55	13.06	13.58	14.13
		Payperiod	928	966	1,004	1,045	1,087	1,130
		Annual	24,140	25,114	26,109	27,171	28,256	29,384
21		Hourly	11.89	12.37	12.87	13.38	13.91	14.48
		Payperiod	951	990	1,030	1,071	1,113	1,158
		Annual	24,738	25,733	26,773	27,835	28,942	30,114
22		Hourly	12.20	12.68	13.19	13.72	14.27	14.84
		Payperiod	976	1,014	1,055	1,098	1,141	1,187
		Annual	25,379	26,375	27,437	28,543	29,672	30,867
23		Hourly	12.50	13.00	13.52	14.06	14.63	15.21
		Payperiod	1,000	1,040	1,082	1,125	1,170	1,217
		Annual	25,999	27,039	28,123	29,251	30,424	31,641
24		Hourly	12.82	13.32	13.86	14.41	14.99	15.58
		Payperiod	1,025	1,065	1,109	1,153	1,199	1,247
		Annual	26,663	27,703	28,831	29,982	31,176	32,415

ORIGINAL

Range #	Title	Pay Period	Step 1	Step 2	Step 3	Step 4	Step 5	Maximum Step 6
25		Hourly	13.13	13.66	14.20	14.78	15.36	15.98
		Payperiod	1,050	1,093	1,136	1,182	1,229	1,278
		Annual	27,304	28,411	29,539	30,734	31,951	33,234
26		Hourly	13.46	14.00	14.55	15.14	15.74	16.38
		Payperiod	1,077	1,120	1,164	1,211	1,260	1,311
		Annual	27,990	29,119	30,269	31,486	32,747	34,075
27	Recreation Assistant I Teen Program Assistant Administrative Assistant I ~~Finance Assistant I~~	Hourly	13.80	14.35	14.94	15.53	16.15	16.79
		Payperiod	1,104	1,148	1,195	1,242	1,292	1,343
		Annual	28,698	29,849	31,066	32,305	33,588	34,916
28		Hourly	14.15	14.71	15.30	15.91	16.55	17.21
		Payperiod	1,132	1,177	1,224	1,273	1,324	1,377
		Annual	29,428	30,601	31,818	33,101	34,429	35,801
29		Hourly	14.50	15.08	15.69	16.31	16.97	17.64
		Payperiod	1,160	1,207	1,255	1,305	1,357	1,411
		Annual	30,159	31,376	32,637	33,920	35,292	36,686
30		Hourly	14.86	15.46	16.07	16.72	17.38	18.08
		Payperiod	1,189	1,237	1,286	1,338	1,391	1,447
		Annual	30,911	32,150	33,433	34,783	36,155	37,615
31	Lead Teen Program Asst Park Maintenance Wrkr I Recreation Assistant II Administrative Assistant II ~~Finance Assistant II~~	Hourly	15.23	15.85	16.48	17.14	17.82	18.53
		Payperiod	1,219	1,268	1,318	1,371	1,425	1,482
		Annual	31,685	32,969	34,274	35,646	37,062	38,545
32	Technical Assistant Public Wks. Maint. Worker I	Hourly	15.62	16.24	16.89	17.56	18.27	19.00
		Payperiod	1,249	1,300	1,351	1,405	1,461	1,520
		Annual	32,482	33,787	35,137	36,531	37,991	39,518
33	Finance Technician	Hourly	16.01	16.65	17.31	18.01	18.72	19.48
		Payperiod	1,281	1,332	1,385	1,441	1,498	1,558
		Annual	33,301	34,628	36,000	37,460	38,943	40,514
34		Hourly	16.40	17.06	17.74	18.46	19.19	19.96
		Payperiod	1,312	1,365	1,420	1,477	1,535	1,597
		Annual	34,119	35,491	36,907	38,390	39,916	41,510
35	Park Maintenance Wrkr II Facilities Maint. Worker II Administrative Assistant III Payroll Officer	Hourly	16.81	17.49	18.18	18.91	19.67	20.46
		Payperiod	1,345	1,399	1,454	1,513	1,574	1,637
		Annual	34,960	36,376	37,814	39,341	40,912	42,549
36		Hourly	17.24	17.92	18.65	19.38	20.16	20.97
		Payperiod	1,380	1,434	1,492	1,551	1,613	1,677
		Annual	35,867	37,283	38,788	40,315	41,930	43,612

ORIGINAL

Range #	Title	Pay Period	Step 1	Step 2	Step 3	Step 4	Step 5	Maximum Step 6
37	Public Wks. Maint. Worker II	Hourly	17.66	18.37	19.11	19.87	20.66	21.49
		Payperiod	1,413	1,470	1,528	1,590	1,653	1,719
		Annual	36,730	38,213	39,739	41,333	42,970	44,696
38		Hourly	18.09	18.82	19.57	20.36	21.18	22.02
		Payperiod	1,448	1,505	1,566	1,629	1,694	1,762
		Annual	37,637	39,142	40,713	42,350	44,054	45,802
39	Senior Park Maint Worker	Hourly	18.55	19.30	20.07	20.87	21.71	22.57
		Payperiod	1,484	1,544	1,606	1,670	1,737	1,806
		Annual	38,589	40,138	41,753	43,412	45,160	46,953
40	Deputy City Clerk	Hourly	19.02	19.79	20.57	21.40	22.25	23.15
		Payperiod	1,522	1,583	1,646	1,712	1,780	1,852
		Annual	39,562	41,155	42,793	44,519	46,289	48,147
41	CRT Representative	Hourly	19.50	20.29	21.09	21.94	22.81	23.72
	Exec Asst to the City Mgr	Payperiod	1,560	1,623	1,688	1,755	1,825	1,898
	Planner I	Annual	40,558	42,195	43,877	45,625	47,439	49,342
	Project Inspector I							
	Surface Water Quality Specialist							
42	Computer/Network Specialist	Hourly	19.99	20.79	21.62	22.48	23.37	24.32
	Sr. Public Works Maint. Worker	Payperiod	1,599	1,663	1,729	1,798	1,870	1,945
		Annual	41,576	43,235	44,961	46,754	48,612	50,581
43	Recreation Coordinator	Hourly	20.49	21.31	22.16	23.04	23.97	24.92
	Teen Program Supervisor	Payperiod	1,639	1,705	1,773	1,843	1,917	1,994
	Right-of-Way Inspector	Annual	42,616	44,320	46,090	47,926	49,851	51,843
	Environmental Educator							
44	Plans Examiner I	Hourly	21.00	21.84	22.71	23.62	24.56	25.54
	Code Enforcement Officer	Payperiod	1,680	1,747	1,817	1,889	1,965	2,043
		Annual	43,678	45,426	47,240	49,121	51,090	53,126
45	Grants Specialist	Hourly	21.52	22.38	23.28	24.21	25.18	26.19
	Planner II	Payperiod	1,722	1,791	1,862	1,937	2,014	2,095
		Annual	44,762	46,554	48,413	50,360	52,374	54,476
46	Budget Analyst	Hourly	22.05	22.95	23.86	24.81	25.81	26.84
	Management Analyst	Payperiod	1,764	1,836	1,909	1,985	2,065	2,147
	Staff Accountant	Annual	45,868	47,727	49,630	51,599	53,679	55,825
47	Project Inspector II	Hourly	22.63	23.52	24.47	25.43	26.46	27.52
	Human Resources Analyst	Payperiod	1,810	1,882	1,957	2,035	2,116	2,202
	Utility Coordinator	Annual	47,063	48,922	50,891	52,905	55,029	57,242
48	Plans Examiner II	Hourly	23.18	24.11	25.07	26.07	27.12	28.20
	Purchasing Officer	Payperiod	1,854	1,928	2,006	2,086	2,169	2,256
	Project Engineer (non-licensed)	Annual	48,214	50,139	52,152	54,232	56,401	58,658

ORIGINAL

Range #	Title	Pay Period	Step 1	Step 2	Step 3	Step 4	Step 5	Maximum Step 6
49	Customer Resp. Team Superv.	Hourly	23.76	24.71	25.70	26.72	27.80	28.90
	Coordinator Office of Neigh	Payperiod	1,901	1,977	2,056	2,138	2,224	2,312
	Facilities Coordinator	Annual	49,431	51,400	53,458	55,582	57,817	60,118
	Parks Superintendent							
	Planner III							
	Recreation Superintendent							
	Surface Water Prog. Coord.							
50	Network Administrator	Hourly	24.35	25.32	26.34	27.39	28.49	29.63
	Communications Specialist	Payperiod	1,948	2,025	2,107	2,191	2,279	2,370
	IS Project Manager	Annual	50,648	52,661	54,785	56,976	59,255	61,623
51	Public Wks. Maint. Supervisor	Hourly	24.96	25.96	27.00	28.07	29.20	30.37
		Payperiod	1,997	2,076	2,160	2,246	2,336	2,430
		Annual	51,909	53,989	56,157	58,392	60,738	63,171
52	Plans Examiner III	Hourly	25.59	26.62	27.68	28.79	29.93	31.14
	Senior Management Analyst	Payperiod	2,048	2,129	2,214	2,303	2,395	2,491
	Project Engineer (licensed)	Annual	53,237	55,361	57,573	59,875	62,264	64,765
53	City Clerk	Hourly	26.23	27.28	28.37	29.51	30.69	31.91
		Payperiod	2,099	2,182	2,270	2,361	2,455	2,553
		Annual	54,564	56,733	59,012	61,379	63,835	66,380
54	Senior Budget Analyst	Hourly	26.88	27.96	29.07	30.24	31.46	32.71
	Financial Operations Supervisor	Payperiod	2,151	2,236	2,326	2,419	2,516	2,617
		Annual	55,914	58,149	60,472	62,906	65,428	68,039
55	GIS Specialist	Hourly	27.55	28.66	29.81	31.00	32.24	33.53
	Health/Human Services Mgr	Payperiod	2,204	2,293	2,385	2,480	2,579	2,682
		Annual	57,308	59,609	61,999	64,477	67,066	69,743
56	Capital Projects Manager	Hourly	28.25	29.38	30.55	31.78	33.04	34.37
	Assistant to the City Manager	Payperiod	2,260	2,351	2,444	2,542	2,643	2,750
	Comm/Govt Relations Manager	Annual	58,768	61,114	63,548	66,092	68,725	71,491
57	Database Administrator	Hourly	28.96	30.12	31.32	32.57	33.87	35.23
	Economic Devel. Coord.	Payperiod	2,316	2,409	2,505	2,606	2,710	2,819
		Annual	60,229	62,640	65,141	67,752	70,451	73,283
58		Hourly	29.68	30.86	32.09	33.38	34.72	36.10
		Payperiod	2,374	2,469	2,568	2,671	2,778	2,888
		Annual	61,733	64,189	66,756	69,433	72,221	75,098
59	Public Works Ops Mgr	Hourly	30.42	31.65	32.90	34.22	35.59	37.01
	Building Official	Payperiod	2,434	2,532	2,632	2,738	2,848	2,961
	Planning Manager	Annual	63,282	65,827	68,438	71,181	74,036	76,978

ORIGINAL

Range #	Title	Pay Period	Step 1	Step 2	Step 3	Step 4	Step 5	Maximum Step 6
60		Hourly	31.18	32.42	33.72	35.07	36.48	37.93
		Payperiod	2,494	2,594	2,698	2,806	2,918	3,035
		Annual	64,853	67,442	70,141	72,951	75,872	78,903
61	Aurora Corridor Project Manager	Hourly	31.97	33.24	34.57	35.96	37.39	38.89
		Payperiod	2,557	2,659	2,766	2,876	2,991	3,111
		Annual	66,490	69,146	71,911	74,788	77,775	80,895
62	City Engineer Information Systems Manager	Hourly	32.76	34.08	35.45	36.86	38.33	39.86
		Payperiod	2,621	2,727	2,836	2,949	3,066	3,189
		Annual	68,150	70,894	73,726	76,669	79,722	82,908
63		Hourly	33.57	34.92	36.32	37.77	39.29	40.86
		Payperiod	2,686	2,794	2,905	3,022	3,143	3,269
		Annual	69,832	72,642	75,540	78,572	81,714	84,988
64	Asst. PADS Director	Hourly	34.42	35.80	37.23	38.72	40.26	41.88
		Payperiod	2,754	2,864	2,979	3,098	3,221	3,350
		Annual	71,602	74,456	77,443	80,541	83,749	87,112
65	Human Resources Director	Hourly	35.27	36.69	38.16	39.68	41.27	42.92
		Payperiod	2,822	2,935	3,053	3,174	3,302	3,434
		Annual	73,372	76,315	79,368	82,532	85,851	89,281
66		Hourly	36.16	37.60	39.12	40.68	42.31	44.00
		Payperiod	2,893	3,008	3,129	3,254	3,385	3,520
		Annual	75,208	78,218	81,360	84,612	87,998	91,516
67		Hourly	37.07	38.55	40.09	41.70	43.37	45.09
		Payperiod	2,966	3,084	3,208	3,336	3,470	3,607
		Annual	77,111	80,187	83,395	86,736	90,210	93,795
68		Hourly	37.99	39.51	41.08	42.73	44.44	46.22
		Payperiod	3,039	3,161	3,287	3,419	3,556	3,698
		Annual	79,014	82,178	85,453	88,883	92,445	96,140
69	Assistant City Manager Finance Director Public Works Director Planning & Devel. Srvcs. Director Parks & Rec Director	Hourly	38.94	40.50	42.12	43.81	45.55	47.38
		Payperiod	3,116	3,240	3,369	3,505	3,644	3,790
		Annual	81,006	84,236	87,599	91,117	94,746	98,552
70	City Attorney	Hourly	39.91	41.51	43.18	44.90	46.70	48.56
		Payperiod	3,193	3,321	3,454	3,592	3,736	3,885
		Annual	83,019	86,338	89,812	93,396	97,136	101,008
71		Hourly	40.91	42.55	44.25	46.02	47.86	49.77
		Payperiod	3,273	3,404	3,540	3,682	3,829	3,982
		Annual	85,099	88,506	92,047	95,720	99,548	103,530

ORIGINAL

Range #	Title	Pay Period	Step 1	Step 2	Step 3	Step 4	Step 5	Maximum Step 6
72		Hourly	41.94	43.61	45.36	47.18	49.06	51.02
		Payperiod	3,356	3,489	3,629	3,774	3,925	4,082
		Annual	87,245	90,719	94,348	98,132	102,048	106,119
73		Hourly	42.99	44.71	46.50	48.36	50.28	52.30
		Payperiod	3,439	3,577	3,720	3,869	4,023	4,184
		Annual	89,414	92,998	96,715	100,588	104,592	108,774
74		Hourly	44.06	45.82	47.66	49.56	51.55	53.60
		Payperiod	3,525	3,665	3,813	3,965	4,124	4,288
		Annual	91,648	95,299	99,127	103,088	107,226	111,496
75		Hourly	45.17	46.98	48.85	50.81	52.84	54.94
		Payperiod	3,613	3,758	3,908	4,064	4,227	4,396
		Annual	93,950	97,711	101,605	105,677	109,903	114,284

ORIGINAL

Exhibit B

POSITION SUMMARY

	1998 Budgeted Positions	1999 Budgeted Positions	2000 Budgeted Positions	2001 Budgeted Positions
Finance Director	1.00	1.00	1.00	1.00
Financial Operations Supervisor	1.00	1.00	1.00	1.00
Procurement Officer	1.00	1.00	1.00	1.00
~~Finance Assistant II~~ Finance Technician	0.00	0.00	0.00	0.63
Accountant	0.00	0.00	1.00	1.00
~~Finance Assistant II~~ Finance Technician	1.00	1.00	1.00	1.00
~~Finance Assistant II~~ Payroll Officer	1.00	1.00	1.00	1.00
Senior Budget Analyst	1.00	1.00	1.00	1.00
Budget Analyst	1.00	1.00	1.00	1.00
~~Administrative Assistant II~~ Administrative Assistant III*	1.00	1.00	1.00	1.00
Information Services Manager	1.00	1.00	1.00	1.00
Database Administrator	1.00	1.00	1.00	1.00
GIS Specialist	1.00	1.00	1.00	1.00
Network Administrator	1.00	1.00	1.00	1.00
Computer/Network Specialist	1.00	1.00	1.00	1.00
Computer/Network Specialist	0.00	0.00	1.00	1.00
Information Systems Project Manager	0.00	0.00	0.00	1.00
	13.00	13.00	15.00	16.63

* This change is simply correcting a typographical error contained on the Finance Department -2001 Position Summary