

**SILVER LAKE WATER & SEWER DISTRICT  
SNOHOMISH COUNTY, WASHINGTON  
RESOLUTION NO. 688**

**A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE SILVER LAKE WATER & SEWER DISTRICT, SNOHOMISH COUNTY, WASHINGTON, ADJUSTING THE RANGE OF CURRENT AND NEW HIRE EMPLOYEE SALARIES AND WAGES EFFECTIVE APRIL 1, 2013, AND PAID IN ACCORDANCE WITH RESOLUTION NO. 676 AND REPEALING RESOLUTION NO. 680.**

**WHEREAS**, the Board of Commissioners adopted Resolution No. 636 on December 11, 2008; and

**WHEREAS**, the Salary and Wage table adopted within Resolution No. 680 was based on a Salary and Wage survey prepared by HR Answers; and

**WHEREAS**, the Board of Commissioners reviewed 2013 Salary, Wage, and Benefit costs as part of their 2013 financial planning process; and

**WHEREAS**, the Board of Commissioners adopted Resolution No. 680 on March 21, 2012, that moved the determination date of Salary, Wages, and Benefit costs from January 1<sup>st</sup> to March 31<sup>st</sup> of each year using the December to December CPI-W for the Seattle Metropolitan Area; and

**WHEREAS**, Snohomish County provided the District with 2013 insurance rate increases and changes to employee medical, dental and vision insurance coverage programs on February 25, 2013 ; and

**WHEREAS**, the General Manager has recommended the creation of a Network System Analyst position, job description, and salary range based on the same market peers; and

**WHEREAS**, the Salary and Wage Survey prepared by HR Answers identified that the current salaries paid to the District Accountant and Utility Billing Coordinator positions, exceeded the salary range established by the Salary and Wage Survey. HR Answers recommended the salaries paid for each of the employees of these positions be frozen until the market ranges for these positions equaled the salary ranges currently being earned by the incumbents; and

**WHEREAS**, the District has continued to review the Accountant and Utility Billing Coordinator's salary amounts with their peers, and these positions' salaries no longer exceed or are in close proximity of their respective peer position; and

**WHEREAS**, the Commissioners have determined that each position will no longer be frozen with respect to COLA or other salary adjustments as long as such salary adjustments do not exceed the respective position's salary range; and

**WHEREAS**, the salary ranges provided by the 2008 Salary and Wage Survey were not adjusted for the 2009 and 2010 CPI-W for the Seattle Metropolitan Area; and

**WHEREAS**, the December 2011 to December 2012 CPI-W for the Seattle Metropolitan Area was 1.41%; and

**WHEREAS**, the Board of Commissioners reviewed the cost of living adjustments of five peer agencies from 2009 to 2012 with the peer group's average cost of living provided to their employees was 2.22% higher than adjustments provided to District employees for the same period; and

**WHEREAS**, the Commissioners care to ensure the District maintains hiring competitiveness to ensure employee retention and satisfaction, and establish the District as a preferred employer; and

**WHEREAS**, the classification and compensation report's final recommendations have been reviewed by the Commissioners of the Silver Lake Water & Sewer District; and

**WHEREAS**, by direction of the Commissioners, staff prepared new and updated salary ranges for employment positions of the District to provide the District with better competitive ranges and with improved internal equity among job positions in the District.


**NOW THEREFORE, BE IT RESOLVED, by the Board of Commissioners of the Silver Lake Water & Sewer District:**

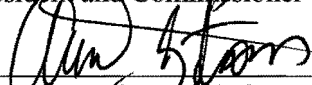
1. The following ranges of monthly salaries and wages of all current employees and for any new hires, for the position held by such current or new employee during the calendar year 2013, shall be within the following ranges as directed by the Board of Commissioners and provided in accordance with Resolution No. 676:

<b>Job Classification</b>	<b>Salary Range</b>		
	<b>Low</b>	<b>Mid</b>	<b>High</b>
General Manager	117,344	136,340	158,414
District Engineer	90,754	105,446	122,518
Finance Manager	86,625	100,648	116,942
Facilities Manager	70,415	81,815	95,060
Field Supervisor	69,221	80,429	93,450
Electrician/Mechanic	62,142	72,202	83,892
Network Systems Analyst	62,444	71,956	81,467
I/S Technician	60,671	71,286	79,468
Utility Lead	57,377	66,667	77,461
Water Quality Supervisor	57,377	66,667	77,461
Executive Assistant	56,585	65,746	76,389
Accountant	58,608	66,966	75,324
Utility Maintenance II	53,399	62,045	72,089
Utility Billing Coordinator	48,835	59,260	69,684
Utility Clerk II	46,221	53,703	62,398
Utility Maintenance I	44,967	52,247	60,706
Utility Clerk	41,570	48,299	56,119

2. On recommendation from the General Manager and approval by the Board of Commissioners, an employee can be compensated in an amount that exceeds their classification range.
3. On recommendation from the General Manager and approval by the Board of Commissioners, a new employee can be hired at a compensation level in an amount above or below their job classification range.
4. The General Manager shall have authority to adjust the compensation of an employee that is promoted to a higher job classification as long as such adjusted compensation is within the higher job classification's salary range.
5. Part-time employees of the District shall be paid an hourly rate of between \$12.50 and \$17.50 per hour, based on the experience and education of such part-time employee.
6. For the purposes of monthly salary calculation, the General Manager, or designee may round to the nearest whole dollar.

**ADOPTED** by the Board of Commissioners at a regular meeting of the Silver Lake Water & Sewer District, Snohomish County, Washington this 28th day of March 2013.

  
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President and Commissioner

  
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Secretary and Commissioner

  
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Commissioner

**I CERTIFY** the above to be a true and correct copy of Resolution No. 688 adopted by the Board of Commissioners of the Silver Lake Water & Sewer District this 28<sup>th</sup> day of March 2013, as said Resolution appears in the records of the Silver Lake Water & Sewer District.

  
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Secretary of the Silver Lake Water & Sewer District