

RESOLUTION NO. 2022-35

A RESOLUTION amending the current pay plan for Fiscal Year 2022 for select positions based on recruitment, retention, and operational needs.

WHEREAS, the City Manager has prepared and submitted to the City Council of the City of Ellensburg a standard schedule of pay; and

WHEREAS, in an effort to improve recruitment and retention efforts and recognize some workloads that have grown beyond their original scope, the Human Resources department conducted a targeted wage survey to see if adjustments are supported; and

WHEREAS, the Ellensburg City Council desires to adopt such amended pay plan;

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

Section 1. Resolution Nos. 2021-36 and 2022-18 are hereby amended by revising the pay ranges for Building Official and Planning Manager, as identified in Section 3.

Section 2. Resolution Nos. 2021-36 and 2022-18 are hereby further amended by adding two (2) temporary positions to the City Manager's office, as well as a reclassification of PW Operations Analyst to Shop/Warehouse Manager, and a reclassification of Senior Financial Analyst/Budget Officer to Assistant Finance Director, as identified in Section 3.

Section 3. Effective October 17, 2022, the pay range assignment for each non-union class title shall be as follows (amendments in bold):

CLASS TITLES BY DEPARTMENT

PAY RANGE

CITY MANAGER

TITLE	MIN	MAX
City Manager	11,152	14,869
Public Information Officer	6,146	8,194
Executive Assistant – City Manager	4,427	5,902
Assistant City Manager/City Attorney	10,594	14,125
Assistant City Attorney	6,768	9,861
Executive Assistant/Deputy City Clerk	4,427	5,902
IT & Telecommunications Manager	6,840	9,120
IT Systems Administrator	5,943	7,924
IT Systems Administrator - SQL	5,943	7,924
Network/Desktop Analyst	5,229	6,972
Human Resources Director	7,934	10,578
HR Specialist	4,707	6,276
Civil Service Secretary/Chief Examiner	150	150
HR Specialist – Temporary	\$27.15/hr	\$30.78/hr
Project Specialist – Marketing & Communications (Temporary)	\$50.00/hr	\$50.00/hr

COMMUNITY DEVELOPMENT DEPARTMENT

TITLE	MIN	MAX
Community Development Director	8,387	11,182
Building Official	6,146	8,194
Planning Manager	6,146	8,194
Assistant Building Official	5,573	7,431
Building Inspector II	5,004	6,672
Building Inspector	4,584	6,112

FINANCE DEPARTMENT

TITLE	MIN	MAX
Finance Director	8,680	11,573
Assistant Finance Director	7,184	9,578
Accounting Manager	5,923	7,897
Senior Financial Analyst/Budget Officer (reclassified to Assistant Finance Director)	5,923	7,897
Application Specialist	5,923	7,897
Accountant II	5,202	6,936
Utility Services Supervisor	5,202	6,936
City Clerk	4,999	6,665
Accounting Analyst	4,669	6,225

LIBRARY

TITLE	MIN	MAX
Library Director	7,669	10,225
Public Services/Internal Ops Librarian	4,669	6,225
Librarian	4,669	6,225
Part-time Library Substitute*	14.49/hr	15.87/hr

*Reflects WA Minimum Wage increase of 5.8%

PARK AND RECREATION DEPARTMENT

TITLE	MIN	MAX
Parks & Recreation Director	7,669	10,225
Aquatic & Recreation Supervisor	5,030	6,707

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PARK AND RECREATION DEPARTMENT (continued)

2022 State Minimum Wage - \$14.49	I	II	III	IV	V	VI
Lifeguard	14.59	15.32	16.09			
Instructor	14.59	15.32	16.09			
Recreation Aide	14.59	15.32	16.09	16.89		
Custodian	14.59	15.32	16.09			
Sports Officials I-V	14.49	15.94	17.39	19.13	26.78	
Sports Officials VI Gym/Field Supv.						17.39

POLICE DEPARTMENT

TITLE	MIN	MAX
Police Chief	8,387	11,182
Police Captain (2 positions)	7,396	9,861
Animal Shelter Manager	4,480	5,973
Police Records Supervisor	4,386	5,848

PUBLIC WORKS AND UTILITIES DEPARTMENT

TITLE	MIN	MAX
Public Works & Utilities Director	10,594	14,125
Assistant Utilities Director	8,612	11,482
City Engineer Services Manager	8,612	11,482
Operations Supervisor – Electric	8,340	11,120
Sr. Electrical Engineer	8,202	10,936
Project Engineer (2 Positions)	8,105	10,806
Construction Project Manager (Temporary)	7,868	10,491
Assistant Public Works Director	7,514	10,019
Gas Engineer	7,514	10,019
Assistant City Engineer/Capital Projects Manager	7,514	10,019
Power and Gas Manager	7,034	9,378
Stormwater Utility Manager	6,842	9,123
Shop/Warehouse Manager	6,842	9,123
Transit Manager	6,842	9,123
Assistant Transit Manager	6,018	8,024
Civil Engineer	5,774	7,698
Rate Analyst	4,973	6,631
Sr. Operations Analyst	4,901	6,535
Operations Analyst-(reclassified to Shop/Warehouse Mgr)	4,669	6,225
Operations Analyst – ES	4,669	6,225
Executive Assistant	4,207	5,609
Executive Assistant – ES	4,207	5,609

All other City positions are covered by Union contracts. This resolution has no application to such positions.

Section 4. The amended Pay Plan Schedule is hereby adopted as hereinafter set forth. All remaining terms and conditions of Resolution Nos. 2021-36 and 2022-18 remain in full force and effect.

PASSED AND ADOPTED by the City Council of the City of Ellensburg at a regular meeting on the 17th day of October, 2022.

Nancy J. Hilliard
Mayor
Attest: Beth Leades
City Clerk