

**CITY COUNCIL AGENDA ITEM**  
CITY OF SHORELINE, WASHINGTON

<b>AGENDA TITLE:</b>	Adoption of Ordinance No. 883 - Amending the 2019-2020 Final Biennial Budget to Update the Salary Table to Accommodate Additional Staff Needs for the Sound Transit Lynnwood Link Extension Light Rail Transit Project
<b>DEPARTMENT:</b>	Administrative Services
<b>PRESENTED BY:</b>	Sara Lane, Administrative Services Director Rick Kirkwood, Budget Supervisor
<b>ACTION:</b>	<input checked="" type="checkbox"/> Ordinance <input type="checkbox"/> Resolution <input type="checkbox"/> Motion <input type="checkbox"/> Discussion <input type="checkbox"/> Public Hearing

**PROBLEM/ISSUE STATEMENT:**

During the first quarter of 2020, staff identified needs to increase the City’s full-time equivalent (FTE) count and add a new position classification to the salary table to support the Light Rail Stations Program. These needs were still developing in November 2019 at the time the 2019-2020 mid-biennial review was conducted and the mid-biennium budget modification was adopted by the City Council through Ordinance No. 872. Staff is requesting that the 2019-2020 biennial budget be amended to update the salary table to add the new position classification of Limited Term Light Rail Project Coordinator and to increase the number of approved FTEs by 1.25 for the Light Rail Stations program in the City Manager’s Office, as follows:

- Add 1.00 FTE Limited Term Light Rail Project Coordinator, and
- Increase by 0.25 FTE Administrative Assistance II (currently approved at 0.50 FTE).

On March 23, staff presented to the City Council proposed Ordinance No. 883 (Attachment A), which provides for this amendment. Tonight’s action would adopt Ordinance No. 883.

**FINANCIAL IMPACT:**

There is no impact associated with this action on appropriations and resources previously adopted through Ordinance No. 872. The total appropriations in the 2019-2020 biennial budget do not need to be increased as current vacancies and other operational savings provide sufficient savings to cover the cost of filling the new Limited Term Light Rail Project Coordinator position and the FTE increase for the Administrative Assistant II for the balance of the biennium. Revenue to fund this position comes from the Expedited Permitting, Reimbursement, and Construction Services Agreement with Sound Transit which would be amended to include the new position following this budget amendment.

**RECOMMENDATION**

Staff recommends that City Council adopt Ordinance No. 883, amending the 2019-2020 Biennial Budget.

Approved By:        City Manager ***DT***    City Attorney ***MK***

## **BACKGROUND**

Sound Transit's Lynnwood Link Extension (LLE) Project in Shoreline is currently in permit review as well as in construction. Initial construction permitting is estimated to wrap up in June 2020 and construction will ramp up to include concurrent work throughout the corridor to keep the project on schedule. Additional permit revisions, deferred submittals, and ancillary permits will continue to be submitted and processed throughout the next three years. Construction on two stations, garages, transit centers, the guideway (train tracks) and accessory structures, and system will continue over the next four years and involves two general contractors and dozens of subcontractors.

Originally, schedule and staffing estimates were based on project permitting being completed prior to construction starting. Instead, permit review and issuance are still underway, and construction has already begun. This means more work occurring concurrently to support finishing permit reviews while still managing inspections and revisions during construction.

During the first quarter of 2020, staff identified a need to increase the City's full-time equivalent (FTE) count and add a new position classification to the salary table to better provide services to Sound Transit during the permitting and construction phases of the LLE Project. These needs were still developing in November 2019 when the 2019-2020 mid-biennial review was conducted and the mid-biennium budget modification was adopted by the City Council through Ordinance No. 872. Existing and planned project management needs exceed the original staffing estimates budgeted in 2020 for provision of the permitting and construction services as agreed to with Sound Transit. At the same time, the City has been able to provide the services to date well under the estimated amounts in the City's Expedited Permitting, Reimbursement, and Construction Services Agreement (Reimbursement Agreement) with Sound Transit.

## **DISCUSSION**

Staff is requesting that the 2019-2020 biennial budget be amended to update the salary table to add the new position classification of a Limited Term Light Rail Project Coordinator and increase the number of approved FTEs by 1.25 for the Light Rail Stations program in the City Manager's Office, as follows:

- Add 1.00 FTE Limited Term Light Rail Project Coordinator, and
- Increase by 0.25 FTE Administrative Assistant II (currently approved at 0.50 FTE) for a total 0.75 Administrative Assistant II.

On March 23, staff presented to the City Council proposed Ordinance No. 883 (Attachment A), which provides for this amendment. Approval of proposed Ordinance No. 883 will add the new classification of Limited Term Light Rail Project Coordinator to Range 50 of the Salary Table (Exhibit A of Attachment A) and provide the requisite FTE increase for this position. The Limited Term Light Rail Project Coordinator is anticipated to be needed for the maximum three years allowed under limited-term status. The Ordinance would also increase the Administrative Assistant II position by 0.25 FTE, returning the position to the 0.75 FTE level that it was at in 2019 to support the higher volume of work related to both permitting and construction occurring concurrently

throughout 2020. Even though the Administrative Assistant II position is not term-limited, the position will be eliminated once the Light Rail Stations project is complete. This proposed 0.25 FTE increase for the Administrative Assistant II position is limited to the balance of 2020. Estimated need for this position returns to 0.50 FTE once the permitting phase is completed.

Sound Transit is willing to fund an additional 1.25 FTE through the current Reimbursement Agreement in order to ensure that the City can provide permitting and construction services at the levels needed for quality and success. The Reimbursement Agreement would be administratively amended following this budget amendment, adding the new position classification and increasing the FTE to facilitate reimbursement for this additional cost. Sound Transit and City staff are concerned that if staffing levels remain the same, the City will not be able to deliver the services at the pace and quality expected and agreed to for the project, which could critically impact the project schedule.

The Human Resources Department performed a classification review and finalized a new job description for this proposed Limited Term Project Coordinator position. If this budget amendment is adopted by the City Council, staff will proceed with filling the new Project Coordinator position and increasing the hours of Administrative Assistant II position as soon as possible.

### **COUNCIL GOAL ADDRESSED**

Adoption of proposed Ordinance No. 883 amending the budget salary table to add a new Limited Term Light Rail Project Coordinator and increasing the FTE for the Light Rail Stations program would support the 2019-2021 *Council Goal 3 – Continued preparation for regional mass transit in Shoreline*. Additional staff resources for the permitting and construction of the Lynnwood Link Extension Project would allow the City to provide the agreed services to Sound Transit more efficiently and effectively.

### **RESOURCE/FINANCIAL IMPACT**

There is no impact associated with this action on appropriations and resources previously adopted through Ordinance No. 872. The total appropriations in the 2019-2020 biennial budget do not need to be increased as current vacancies and other operational savings provide sufficient savings to cover the cost of filling the new Limited Term Light Rail Project Coordinator position and the FTE increase for the Administrative Assistant II for the balance of the biennium. Revenue to fund this position comes from the Expedited Permitting, Reimbursement, and Construction Services Agreement with Sound Transit which would be amended to include the new position following this budget amendment.

### **RECOMMENDATION**

Staff recommends that City Council adopt Ordinance No. 883, amending the 2019-2020 Biennial Budget.

## **ATTACHMENTS**

Attachment A: Ordinance No. 883 Amending the 2019-2020 Final Budget to Update the Salary Table

Attachment A, Exhibit A: 2020 Salary Table and Range Placement Table for Non-exempt and Exempt Staff

**ORDINANCE NO. 883**

**AN ORDINANCE OF THE CITY OF SHORELINE, WASHINGTON, AMENDING THE 2019-2020 FINAL BIENNIAL BUDGET TO UPDATE THE SALARY TABLE TO ACCOMMODATE ADDITIONAL STAFF NEEDS FOR THE SOUND TRANSIT LYNNWOOD LINK EXTENSION LIGHT RAIL TRANSIT PROJECT.**

WHEREAS, the 2019-2020 Final Biennial Budget was adopted by Ordinance No. 841 and subsequently amended by Ordinance Nos. 852, 854, 855, 861, and 872; and

WHEREAS, additional needs that were unknown at the time the 2019-2020 Final Biennial Budget, as amended, was adopted have occurred; and

WHEREAS, additional staff is needed within the City Manager's Office to provide sufficient staffing during the permitting and construction phases of Sound Transit's Lynnwood Link Extension Light Rail Project; and

WHEREAS, revenue to fund these positions comes from the Expedited Permitting, Reimbursement, and Construction Services Agreement with Sound Transit; and

WHEREAS, the City of Shoreline is required by RCW 35A.33.075 to include all revenues and expenditures for each fund in the adopted budget, however, the 2019-2020 Final Biennial Budget, as amended, does not need to be modified as current staff vacancies and other operational savings are sufficient to fund the position; and

WHEREAS, with this Ordinance, the City intends to amend the 2019-2020 Final Budget, as adopted by Ordinance No. 841 and amended by Ordinance Nos. 852, 854, 855, 861, and 872;

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

**Section 1. Amendment – 2019-2020 Final Biennial Budget – Regular FTE Count.**

The City of Shoreline hereby amends the 2019-2020 Final Budget to increase the number of full-time equivalent employees (FTE) and the total FTEs for the City, excluding City Council, as follows:

Department	2019 Adopted	2019 Amended	2019 Amended vs. 2019 Adopted	2020 Adopted	2020 Amended	2020 Amended vs. 2020 Adopted
City Manager	23.625	23.625	0.000	<del>21.750</del>	<b>23.000</b>	<b>1.250</b>
Community Services	4.780	4.780	0.000	5.380	5.380	0.000
City Attorney	3.000	3.000	0.000	3.000	3.000	0.000
Administrative Services	27.020	27.020	0.000	26.020	26.020	0.000
Human Resources	3.000	3.000	0.000	3.000	3.000	0.000
Police	0.000	0.000	0.000	0.000	0.000	0.000
Planning & Community Development	23.070	23.070	0.000	23.320	23.320	0.000
Parks, Recreation & Cultural Services	34.495	34.495	0.000	34.525	34.525	0.000
Public Works	39.250	39.250	0.000	39.920	39.920	0.000
Surface Water Utility	15.760	15.760	0.000	15.460	15.460	0.000
Wastewater Utility	14.150	14.150	0.000	14.150	14.150	0.000
<b>Total FTE</b>	188.150	188.150	0.000	<del>186.525</del>	<b>187.775</b>	<b>1.250</b>

All references to total FTEs by department and for the City within the 2019-2020 Final Biennial Budget, as amended, shall be amended to reflect this increase.

**Section 2. Amendment – City of Shoreline Range Placement Table.** The Range Placement Table of the 2019-2020 Final Biennial Budget, as amended, for non-exempt and exempt staff is replaced in its entirety with the table set forth in Exhibit A.

**Section 3. Corrections by City Clerk or Code Reviser.** Upon approval of the City Attorney, the City Clerk and/or the Code Reviser are authorized to make necessary corrections to this Ordinance, including the corrections of scrivener or clerical errors; references to other local, state, or federal laws, codes, rules, or regulations; or ordinance numbering and section/subsection numbering and references.

**Section 4. Severability.** Should any section, paragraph, sentence, clause or phrase of this Ordinance, or its application to any person or circumstance, be declared unconstitutional or otherwise invalid for any reason, or should any portion of this Ordinance be preempted by state or federal law or regulation, such decision or preemption shall not affect the validity of the remaining portions of this Ordinance or its application to other persons or circumstances.

**Section 5. Effective Date.** A summary of this Ordinance consisting of its title shall be published in the official newspaper of the City. The Ordinance shall take effect and be in full force five days after passage and publication.

**PASSED BY THE CITY COUNCIL ON APRIL 6, 2020**

\_\_\_\_\_  
Mayor Will Hall

**ATTEST:**

**APPROVED AS TO FORM:**

\_\_\_\_\_  
Jessica Simulcik Smith  
City Clerk

\_\_\_\_\_  
Margaret King  
City Attorney

Publication Date: \_\_\_\_\_, 2020  
Effective Date: \_\_\_\_\_, 2020



Attachment A - Exhibit A

City of Shoreline  
 Range Placement Table  
 2.5% Between Ranges; 4% Between Steps

June '18 cpi-U N/A  
 June '19 cpi-U N/A  
 Estimated % Change 2.32%  
 95% of % Change: 2.200%

Estimated Mkt Adj: 2.20%  
 Effective: January 1, 2020

The hourly rates represented here have been rounded to 2 decimal points and annual rates to the nearest dollar. Pay is calculated using 5 decimal points for accuracy and rounded after calculation.

Range	Title	FLSA Status	Training Step 0	Min						Max				
				Step 1	Step 2	Step 3	Step 4	Step 5	Step 6					
1			n/a due to changes in WA State Min Wage	n/a due to changes in WA State Min Wage	n/a due to changes in WA State Min Wage	n/a due to changes in WA State Min Wage	n/a due to changes in WA State Min Wage	n/a due to changes in WA State Min Wage	n/a due to changes in WA State Min Wage	n/a due to changes in WA State Min Wage				
2			n/a due to changes in WA State Min Wage	n/a due to changes in WA State Min Wage	n/a due to changes in WA State Min Wage	n/a due to changes in WA State Min Wage	n/a due to changes in WA State Min Wage	n/a due to changes in WA State Min Wage	n/a due to changes in WA State Min Wage	n/a due to changes in WA State Min Wage				
3			n/a due to changes in WA State Min Wage	n/a due to changes in WA State Min Wage	n/a due to changes in WA State Min Wage	n/a due to changes in WA State Min Wage	n/a due to changes in WA State Min Wage	n/a due to changes in WA State Min Wage	13.80	28,696				
4			n/a due to changes in WA State Min Wage	n/a due to changes in WA State Min Wage	n/a due to changes in WA State Min Wage	n/a due to changes in WA State Min Wage	n/a due to changes in WA State Min Wage	n/a due to changes in WA State Min Wage	14.14	29,413				
5			n/a due to changes in WA State Min Wage	n/a due to changes in WA State Min Wage	n/a due to changes in WA State Min Wage	n/a due to changes in WA State Min Wage	n/a due to changes in WA State Min Wage	13.94	28,989	14.49	30,149			
6			n/a due to changes in WA State Min Wage	n/a due to changes in WA State Min Wage	n/a due to changes in WA State Min Wage	n/a due to changes in WA State Min Wage	13.74	28,571	14.29	29,714	14.86	30,902		
7			n/a due to changes in WA State Min Wage	n/a due to changes in WA State Min Wage	n/a due to changes in WA State Min Wage	13.54	28,159	14.08	29,285	14.64	30,457	15.23	31,675	
8			n/a due to changes in WA State Min Wage	n/a due to changes in WA State Min Wage	n/a due to changes in WA State Min Wage	13.88	28,863	14.43	30,017	15.01	31,218	15.61	32,467	
9			n/a due to changes in WA State Min Wage	n/a due to changes in WA State Min Wage	13.68	28,447	14.22	29,584	14.79	30,768	15.38	31,998	16.00	33,278
10			n/a due to changes in WA State Min Wage	n/a due to changes in WA State Min Wage	14.02	29,158	14.58	30,324	15.16	31,537	15.77	32,798	16.40	34,110

Attachment A - Exhibit A

City of Shoreline  
 Range Placement Table  
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				Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	
11			n/a due to changes in WA State Min Wage	13.82 28,737	14.37 29,887	14.94 31,082	15.54 32,325	16.16 33,618	16.81 34,963	
12			13.59 28,277	14.16 29,456	14.73 30,634	15.32 31,859	15.93 33,133	16.57 34,459	17.23 35,837	
13			13.93 28,984	14.52 30,192	15.10 31,400	15.70 32,656	16.33 33,962	16.98 35,320	17.66 36,733	
14			14.28 29,709	14.88 30,947	15.47 32,185	16.09 33,472	16.74 34,811	17.41 36,203	18.10 37,651	
15			14.64 30,452	15.25 31,720	15.86 32,989	16.49 34,309	17.15 35,681	17.84 37,108	18.55 38,593	
16			15.01 31,213	15.63 32,513	16.26 33,814	16.91 35,166	17.58 36,573	18.29 38,036	19.02 39,558	
17			15.38 31,993	16.02 33,326	16.66 34,659	17.33 36,046	18.02 37,487	18.74 38,987	19.49 40,547	
18			15.77 32,793	16.42 34,159	17.08 35,526	17.76 36,947	18.47 38,425	19.21 39,962	19.98 41,560	
19			16.16 33,613	16.83 35,013	17.51 36,414	18.21 37,870	18.94 39,385	19.69 40,961	20.48 42,599	
20			16.56 34,453	17.25 35,889	17.94 37,324	18.66 38,817	19.41 40,370	20.18 41,985	20.99 43,664	

Attachment A - Exhibit A

City of Shoreline  
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				Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	
21			16.98 35,315	17.69 36,786	18.39 38,257	19.13 39,788	19.89 41,379	20.69 43,034	21.52 44,756	
22			17.40 36,197	18.13 37,706	18.85 39,214	19.61 40,782	20.39 42,414	21.21 44,110	22.06 45,875	
23			17.84 37,102	18.58 38,648	19.32 40,194	20.10 41,802	20.90 43,474	21.74 45,213	22.61 47,022	
24			18.28 38,030	19.05 39,614	19.81 41,199	20.60 42,847	21.42 44,561	22.28 46,343	23.17 48,197	
25			18.74 38,981	19.52 40,605	20.30 42,229	21.11 43,918	21.96 45,675	22.84 47,502	23.75 49,402	
26			19.21 39,955	20.01 41,620	20.81 43,285	21.64 45,016	22.51 46,817	23.41 48,689	24.34 50,637	
27			19.69 40,954	20.51 42,660	21.33 44,367	22.18 46,142	23.07 47,987	23.99 49,907	24.95 51,903	
28			20.18 41,978	21.02 43,727	21.86 45,476	22.74 47,295	23.65 49,187	24.59 51,154	25.58 53,200	
29			20.69 43,027	21.55 44,820	22.41 46,613	23.31 48,477	24.24 50,416	25.21 52,433	26.22 54,531	
30			21.20 44,103	22.09 45,941	22.97 47,778	23.89 49,689	24.84 51,677	25.84 53,744	26.87 55,894	

Attachment A - Exhibit A

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Range	Title	FLSA Status	Training Step 0	Min						Max
				Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	
31			21.73	22.64	23.54	24.49	25.47	26.48	27.54	
			45,206	47,089	48,973	50,932	52,969	55,088	57,291	
32			22.28	23.20	24.13	25.10	26.10	27.15	28.23	
			46,336	48,266	50,197	52,205	54,293	56,465	58,723	
33			22.83	23.79	24.74	25.73	26.75	27.83	28.94	
			47,494	49,473	51,452	53,510	55,650	57,876	60,191	
34	Administrative Assistant I	Non-Exempt, Hourly	23.40	24.38	25.35	26.37	27.42	28.52	29.66	
	Grounds Maintenance Worker I	Non-Exempt, Hourly	48,681	50,710	52,738	54,848	57,042	59,323	61,696	
	Public Disclosure Specialist	Non-Exempt, Hourly								
	Senior Lifeguard	Non-Exempt, Hourly								
	WW Utility Administrative Assist I	Non-Exempt, Hourly								
	WW Utility Customer Service Rep	Non-Exempt, Hourly								
35			23.99	24.99	25.99	27.03	28.11	29.23	30.40	
			49,898	51,978	54,057	56,219	58,468	60,806	63,239	
36	Parks Maintenance Worker I	Non-Exempt, Hourly	24.59	25.61	26.64	27.70	28.81	29.96	31.16	
	PW Maintenance Worker I	Non-Exempt, Hourly	51,146	53,277	55,408	57,624	59,929	62,327	64,820	
37	Finance Technician	Non-Exempt, Hourly	25.20	26.25	27.30	28.40	29.53	30.71	31.94	
	Recreation Specialist I	Non-Exempt, Hourly	52,425	54,609	56,793	59,065	61,428	63,885	66,440	
	WW Utility Accounting Technician	Non-Exempt, Hourly								
38	Administrative Assistant II	Non-Exempt, Hourly	25.83	26.91	27.99	29.11	30.27	31.48	32.74	
	Facilities Maintenance Worker I	Non-Exempt, Hourly	53,735	55,974	58,213	60,542	62,963	65,482	68,101	
	Grounds Maintenance Worker II	Non-Exempt, Hourly								

Attachment A - Exhibit A

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Range	Title	FLSA Status	Training Step 0	Min						Max
				Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	
39			26.48 55,079	27.58 57,374	28.69 59,668	29.83 62,055	31.03 64,537	32.27 67,119	33.56 69,804	
40	Parks Maintenance Worker II Permit Technician PW Maintenance Worker II WW Utility Maintenance Worker	Non-Exempt, Hourly Non-Exempt, Hourly Non-Exempt, Hourly Non-Exempt, Hourly	27.14 56,456	28.27 58,808	29.40 61,160	30.58 63,607	31.80 66,151	33.08 68,797	34.40 71,549	
41	Public Art Coordinator Recreation Specialist II Senior Finance Technician Special Events Coordinator	Non-Exempt, Hourly Non-Exempt, Hourly Non-Exempt, Hourly Non-Exempt, Hourly	27.82 57,867	28.98 60,278	30.14 62,689	31.34 65,197	32.60 67,805	33.90 70,517	35.26 73,337	
42	Administrative Assistant III Communication Specialist Environmental Program Specialist Facilities Maintenance Worker II Human Resources Technician Legal Assistant Records Coordinator Transportation Specialist Surface Water Program Specialist	Non-Exempt, Hourly Non-Exempt, Hourly Non-Exempt, Hourly Non-Exempt, Hourly Non-Exempt, Hourly Non-Exempt, Hourly Non-Exempt, Hourly Non-Exempt, Hourly Non-Exempt, Hourly	28.52 59,314	29.70 61,785	30.89 64,256	32.13 66,827	33.41 69,500	34.75 72,280	36.14 75,171	
43	Payroll Officer Purchasing Coordinator	Non-Exempt, Hourly Non-Exempt, Hourly	29.23 60,796	30.45 63,330	31.66 65,863	32.93 68,497	34.25 71,237	35.62 74,087	37.04 77,050	
44	Assistant Planner Engineering Technician Senior Grounds Maintenance Worker	EXEMPT, Annual Non-Exempt, Hourly Non-Exempt, Hourly	29.96 62,316	31.21 64,913	32.46 67,509	33.75 70,210	35.10 73,018	36.51 75,939	37.97 78,976	

Attachment A - Exhibit A

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Range	Title	FLSA Status	Training Step 0	Min						Max
				Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	
45	CRT Representative	Non-Exempt, Hourly	30.71	31.99	33.27	34.60	35.98	37.42	38.92	
	PRCS Rental & System Coordinator	Non-Exempt, Hourly	63,874	66,536	69,197	71,965	74,844	77,837	80,951	
	Recreation Specialist III - Aquatics	Non-Exempt, Hourly								
46	Deputy City Clerk	Non-Exempt, Hourly	31.48	32.79	34.10	35.46	36.88	38.36	39.89	
	GIS Technician	Non-Exempt, Hourly	65,471	68,199	70,927	73,764	76,715	79,783	82,975	
	IT Specialist	Non-Exempt, Hourly								
	Plans Examiner I	Non-Exempt, Hourly								
	Senior Facilities Maintenance Worker	Non-Exempt, Hourly								
	Senior PW Maintenance Worker	Non-Exempt, Hourly								
	Senior Parks Maintenance Worker-General Mntenance	Non-Exempt, Hourly								
	Senior Parks Maintenance Worker-Urban Forestry	Non-Exempt, Hourly								
	Staff Accountant	EXEMPT, Annual								
	Senior Surface Water Program Specialist	Non-Exempt, Hourly								
Senior WW Utility Maintenance Worker	Non-Exempt, Hourly									
47	Code Enforcement Officer	Non-Exempt, Hourly	32.26	33.61	34.95	36.35	37.80	39.32	40.89	
	Construction Inspector	Non-Exempt, Hourly	67,108	69,904	72,700	75,608	78,633	81,778	85,049	
	Executive Assistant to City Manager	EXEMPT, Annual								
48	Associate Planner	EXEMPT, Annual	33.07	34.45	35.83	37.26	38.75	40.30	41.91	
			68,786	71,652	74,518	77,498	80,598	83,822	87,175	
49	Grounds Maintenance Supervisor	EXEMPT, Annual	33.90	35.31	36.72	38.19	39.72	41.31	42.96	
	IT Functional Analyst	EXEMPT, Annual	70,505	73,443	76,381	79,436	82,613	85,918	89,355	
	PRCS Supervisor I - Recreation	EXEMPT, Annual								

Attachment A - Exhibit A

City of Shoreline  
 Range Placement Table  
 2.5% Between Ranges; 4% Between Steps

June '18 cpi-U N/A  
 June '19 cpi-U N/A  
 Estimated % Change 2.32%  
 95% of % Change: 2.200%

Estimated Mkt Adj: 2.20%  
 Effective: January 1, 2020

The hourly rates represented here have been rounded to 2 decimal points and annual rates to the nearest dollar. Pay is calculated using 5 decimal points for accuracy and rounded after calculation.

Range	Title	FLSA Status	Training Step 0	Min						Max
				Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	
50	B&O Tax Analyst	EXEMPT, Annual	34.74	36.19	37.64	39.15	40.71	42.34	44.03	
	Budget Analyst	EXEMPT, Annual	72,268	75,279	78,290	81,422	84,679	88,066	91,589	
	Combination Inspector	Non-Exempt, Hourly								
	Diversity and Inclusion Coordinator	EXEMPT, Annual								
	Emergency Management Coordinator	EXEMPT, Annual								
	Environmental Services Coordinator	EXEMPT, Annual								
	Management Analyst	EXEMPT, Annual								
	Neighborhoods Coordinator	EXEMPT, Annual								
	Plans Examiner II	Non-Exempt, Hourly								
	Senior Accounting Analyst	EXEMPT, Annual								
	Utility Operations Specialist	Non-Exempt, Hourly								
WW Utility Specialist	Non-Exempt, Hourly									
	<b>Limited Term Light Rail Project Coordinator</b>	<b>EXEMPT, Annual</b>								
51			35.61	37.10	38.58	40.12	41.73	43.40	45.13	
			74,075	77,161	80,247	83,457	86,796	90,268	93,878	
52	Senior Human Resources Analyst	EXEMPT, Annual	36.50	38.02	39.55	41.13	42.77	44.48	46.26	
	Web Developer	EXEMPT, Annual	75,926	79,090	82,254	85,544	88,966	92,524	96,225	
53	Communications Program Manager	EXEMPT, Annual	37.42	38.97	40.53	42.16	43.84	45.59	47.42	
	PRCS Supervisor II - Aquatics	EXEMPT, Annual	77,825	81,067	84,310	87,682	91,190	94,837	98,631	
	PRCS Supervisor II - Recreation	EXEMPT, Annual								
54	CMO Management Analyst	EXEMPT, Annual	38.35	39.95	41.55	43.21	44.94	46.73	48.60	
	Grants Administrator	EXEMPT, Annual	79,770	83,094	86,418	89,874	93,469	97,208	101,097	
	Code Enforcement and CRT Supervisor	EXEMPT, Annual								
	Plans Examiner III	Non-Exempt, Hourly								
	PW Maintenance Superintendent	EXEMPT, Annual								
	Senior Management Analyst	EXEMPT, Annual								
	Senior Planner	EXEMPT, Annual								

**Attachment A - Exhibit A**

**City of Shoreline**  
**Range Placement Table**  
**2.5% Between Ranges; 4% Between Steps**

June '18 cpi-U            N/A  
 June '19 cpi-U            N/A  
 Estimated % Change        2.32%  
 95% of % Change:        2.200%

Estimated Mkt Adj:        **2.20%**  
 Effective:                    January 1, 2020

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Range	Title	FLSA Status	Training Step 0	Min						Max
				Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	
55	Engineer I - Capital Projects	EXEMPT, Annual	39.31	40.95	42.59	44.29	46.06	47.90	49.82	
	Engineer I - Development Review	EXEMPT, Annual	81,764	85,171	88,578	92,121	95,806	99,638	103,624	
	Engineer I - Surface Water	EXEMPT, Annual								
	Engineer I - Traffic	EXEMPT, Annual								
56	City Clerk	EXEMPT, Annual	40.29	41.97	43.65	45.40	47.21	49.10	51.06	
	Parks Superintendent	EXEMPT, Annual	83,809	87,301	90,793	94,424	98,201	102,129	106,215	
57	IT Projects Manager	EXEMPT, Annual	41.30	43.02	44.74	46.53	48.39	50.33	52.34	
	Network Administrator	EXEMPT, Annual	85,904	89,483	93,062	96,785	100,656	104,683	108,870	
58			42.33	44.10	45.86	47.69	49.60	51.59	53.65	
			88,051	91,720	95,389	99,205	103,173	107,300	111,592	
59	Budget and Tax Manager	EXEMPT, Annual	43.39	45.20	47.01	48.89	50.84	52.88	54.99	
	Engineer II - Capital Projects	EXEMPT, Annual	90,253	94,013	97,774	101,685	105,752	109,982	114,381	
	Engineer II - Development Review	EXEMPT, Annual								
	Engineer II - Surface Water	EXEMPT, Annual								
	Engineer II - Traffic	EXEMPT, Annual								
	IT Systems Analyst	EXEMPT, Annual								
	Lynnwood Link Extension Light Rail Project Manager	EXEMPT, Annual								
	Structural Plans Examiner	EXEMPT, Annual								
Wastewater Manager	EXEMPT, Annual									
60	Community Services Manager	EXEMPT, Annual	44.48	46.33	48.18	50.11	52.11	54.20	56.37	
	Permit Services Manager	EXEMPT, Annual	92,509	96,364	100,218	104,227	108,396	112,732	117,241	
	Recreation Superintendent	EXEMPT, Annual								
61			45.59	47.49	49.39	51.36	53.42	55.55	57.78	
			94,822	98,773	102,724	106,833	111,106	115,550	120,172	
62	Fleet and Facilities Manager	EXEMPT, Annual	46.73	48.67	50.62	52.65	54.75	56.94	59.22	
			97,192	101,242	105,292	109,503	113,883	118,439	123,176	



Attachment A - Exhibit A

City of Shoreline  
 Range Placement Table  
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				Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	
63	Building Official	EXEMPT, Annual	47.90	49.89	51.89	53.96	56.12	58.37	60.70	
	City Traffic Engineer	EXEMPT, Annual	99,622	103,773	107,924	112,241	116,731	121,400	126,256	
	Economic Development Program Manager	EXEMPT, Annual								
	Intergovernmental / CMO Program Manager	EXEMPT, Annual								
	Planning Manager	EXEMPT, Annual								
	SW Utility Manager	EXEMPT, Annual								
64	Finance Manager	EXEMPT, Annual	49.09	51.14	53.18	55.31	57.52	59.82	62.22	
			102,113	106,367	110,622	115,047	119,649	124,435	129,412	
65	Assistant City Attorney	EXEMPT, Annual	50.32	52.42	54.51	56.69	58.96	61.32	63.77	
	Development Review and Construction Manager	EXEMPT, Annual	104,665	109,027	113,388	117,923	122,640	127,546	132,647	
	Engineering Manager	EXEMPT, Annual								
	Transportation Services Manager	EXEMPT, Annual								
66			51.58	53.73	55.88	58.11	60.44	62.85	65.37	
			107,282	111,752	116,222	120,871	125,706	130,734	135,964	
67	Information Technology Manager	EXEMPT, Annual	52.87	55.07	57.27	59.56	61.95	64.42	67.00	
	Utility & Operations Manager	EXEMPT, Annual	109,964	114,546	119,128	123,893	128,849	134,003	139,363	
68			54.19	56.45	58.70	61.05	63.50	66.03	68.68	
			112,713	117,410	122,106	126,990	132,070	137,353	142,847	
69	City Engineer	EXEMPT, Annual	55.54	57.86	60.17	62.58	65.08	67.69	70.39	
			115,531	120,345	125,159	130,165	135,372	140,787	146,418	
70			56.93	59.30	61.68	64.14	66.71	69.38	72.15	
			118,419	123,354	128,288	133,419	138,756	144,306	150,079	
71			58.36	60.79	63.22	65.75	68.38	71.11	73.96	
			121,380	126,437	131,495	136,755	142,225	147,914	153,830	

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				Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	
72			59.81 124,414	62.31 129,598	64.80 134,782	67.39 140,174	70.09 145,781	72.89 151,612	75.81 157,676	
73	Human Resource and Org. Development Director	EXEMPT, Annual	61.31 127,525	63.86 132,838	66.42 138,152	69.08 143,678	71.84 149,425	74.71 155,402	77.70 161,618	
74				65.46 136,159	68.08 141,606	70.80 147,270	73.63 153,161	76.58 159,287	79.64 165,659	
75	Administrative Services Director Parks, Rec & Cultural Svcs Director Planning & Community Development Director	EXEMPT, Annual EXEMPT, Annual EXEMPT, Annual	64.41 133,981	67.10 139,563	69.78 145,146	72.57 150,952	75.48 156,990	78.49 163,269	81.63 169,800	
76	City Attorney Public Works Director	EXEMPT, Annual	66.02 137,330	68.78 143,052	71.53 148,774	74.39 154,725	77.36 160,914	80.46 167,351	83.68 174,045	
77	Assistant City Manager	EXEMPT, Annual EXEMPT, Annual	67.67 140,763	70.49 146,629	73.31 152,494	76.25 158,594	79.30 164,937	82.47 171,535	85.77 178,396	