

RESOLUTION NO. 2256-17

A RESOLUTION OF THE COMMISSION OF PUBLIC UTILITY DISTRICT NO. 1 OF SKAGIT COUNTY, WASHINGTON, ESTABLISHING POSITIONS AND SALARY RANGES FOR NON-UNION STAFF AND SUPERVISING EMPLOYEES.

WHEREAS, R.C.W. 54.12.090 authorizes the Commission to create positions by resolution, and

WHEREAS, the Commission has delegated authority to set position titles to the General Manager, including the creation of new positions with salary ranges created by market research or deletion of positions no longer necessary to the operation of the District; and

WHEREAS, the General Manager has reviewed the organization of the District and established positions for non-union staff and supervisory employees required to efficiently administer the affairs of the District; and

WHEREAS, R.C.W. 54.16.100 requires that the Manager recommend to the Commission salary ranges for said employees; and

WHEREAS, salaries for all employees, *except* the General Manager will be set by the General Manager. Salary for the General Manager will be set by the Commission through resolution.

WHEREAS, the General Manager has recommended the salary ranges for such positions become effective January 1, 2018.

NOW, THEREFORE, BE IT RESOLVED by the Commission of Public Utility District No. 1 of Skagit County, Washington, that the Positions and Salary Ranges listed below shall become effective January 1, 2018.

DEPARTMENT/POSITION TITLES	MINIMUM	MIDPOINT	MAXIMUM
<b>Executive</b>			
Administrative Assistant	24.53	29.44	35.33
Executive Assistant/Clerk of Board	29.24	35.09	44.26
<b>Finance</b>			
A/P Accounting Tech	23.93	28.72	34.46
Finance Manager/Treasurer	42.20	50.64	60.76
Payroll Accounting Tech/Deputy Treasurer	25.33	30.39	36.47
Senior Accountant/Deputy Auditor	27.86	33.43	40.12
<b>Information Technology</b>			
Financial Systems Administrator	34.85	41.82	50.18
IT Manager	44.94	53.92	64.71
IT Support Analyst	27.36	32.83	39.39
Network Systems Administrator	30.77	36.93	44.31
<b>Community Relations/Customer Service</b>			
Community Relations Manager	41.38	49.66	59.59
Customer Service Billing Clerk	23.82	28.59	34.30
Customer Service Representative	20.72	24.86	29.83
Customer Service Supervisor	32.87	39.44	47.33
<b>Human Resources</b>			
Human Resources Manager	46.55	55.86	67.03
<b>Operations</b>			
Operations Manager	46.87	56.25	67.50
Operations Project Coordinator	33.50	40.19	48.23
Water Quality Lab Analyst	34.67	41.60	49.92
WTP Plant Superintendent	40.89	49.07	58.88

Engineering			
Asset Analyst	28.43	34.11	40.94
Capital Projects Manager	45.01	54.01	64.81
Construction Superintendent	37.62	45.14	54.17
Contract Administrator	29.55	35.46	42.55
Cross Connection Control Coordinator	28.43	34.11	40.94
Data Technician	20.73	24.87	29.85
Engineering Manager	56.98	68.37	82.05
Engineering Supervisor	46.87	56.24	67.49
Engineering Tech I	23.67	28.40	34.08
Engineering Tech II	25.94	31.12	37.35
Engineering Tech III	28.43	34.11	40.94
Engineering Tech III/Inspector	28.43	34.11	40.94
Engineering Tech IV	32.17	38.60	46.32
Environmental Compliance Coordinator	28.43	34.11	40.94
GIS Analyst	27.32	32.78	39.34
GIS Coordinator	33.35	40.01	48.02
Locator Technician	22.63	27.16	32.59
Planning Engineer	35.36	42.43	50.91
Project Manager	37.22	44.66	53.59
Surveyor/Locator II	25.42	30.50	36.61
<p>a. <i>One Range has been adjusted by 5.1% to reflect current pay rate outside of proposed market range.</i></p> <p>b. <i>Salary Ranges for On Call, Part-Time Positions; i.e. Flaggers, Surveyors, Maintenance/Grounds, Seasonal Positions and Interns will be determined by market research prior to hiring.</i></p>			

BE IT FURTHER RESOLVED, that Resolution Nos. 2234-16 and 2242-17 are hereby rescinded.

ADOPTED by the Commission of Public Utility District No. 1 of Skagit County, Washington, at a regular open public meeting thereof this 28<sup>th</sup> day of November, 2018.

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Robbie Robertson, President

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Eron Berg, Vice President

ATTEST

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Al Littlefield, Secretary