



MONROE CITY COUNCIL

Agenda Bill No. 19-090

SUBJECT:	Approval of Building Official Position Pay Range
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DATE:	DEPT:	CONTACT:	PRESENTER:	ITEM:
04/23/2019	Human Resources	Ben Warthan	Ben Warthan	Consent Agenda #6

Discussion: 04/16/2019; 04/23/2019
Attachments: 1. Building Official Comparables

REQUESTED ACTION: Move to authorize a new pay range for the Building Official position (\$6,267- \$8,567).

POLICY CONSIDERATIONS

The City Council is responsible for the budget and establishing positions with in the pay plan.

DESCRIPTION/BACKGROUND

On March 31, 2019, the City’s Building Inspector (Don Stout) retired. To meet succession planning needs, City staff proposed and Council approved a new pay range and classification of Deputy Building Official. The position was open on February 19, 2019. To-date the City has received fourteen applicants and only one of those applicants meets the qualifications. In speaking with the applicant the compensation of the position is too low and the applicant withdrew from consideration. City Staff is opting to abandon this approach.

To reach a greater pool of applicants, the City’s current Building Official (Jim Sherwood) has offered to fill the Building Inspector position until his retirement in December 2019, allowing the City to look for a Building Official now, instead of later in the year.

A look at comparable salaries for the position shows the City’s pay for the position is below market (see attached). City staff is proposing changing the salary of the Building Official from \$6,081-\$7,943 to \$6,267- \$8,567. This salary is consistent with market comparables and with the salary range for Principal Planner and creates internal parity with a like position.

FISCAL IMPACTS

Pay range for Building Official \$6,267- \$8,567.

Annual impact between \$2,232 -\$7,488 depending on salary at time of hire. With Council’s approval tonight staff will make the appropriate adjustments to the formal salary scale with the 2019 budget amendment.

TIME CONSTRAINTS

As soon as possible; to allow for immediate posting of the updated job description and pay range.

ALTERNATIVES

- 1) Deny request keep pay range at current salary.
- 2) Increase salary to another range.

City	County	Population	Assessed Value	Sales Tax	Salary Range Low	Salary Range High
Monroe	Snohomish	18,860	2,255,923,097	5,227,287	\$6,081	\$7,943
Arlington	Snohomish	19,300	2,497,670,676	4,859,868	No Data Provided	
Lake Stevens	Snohomish	32,570	3,784,529,975	3,661,429	\$7,034	\$8,901
Mill Creek	Snohomish	20,470	3,707,588,112	2,959,531	\$6,366	\$8,378
Mountlake Terrace	Snohomish	21,560	2,860,458,321	2,425,453	\$6,442	\$8,296
Snohomish	Snohomish	10,150	1,454,286,413	4,269,129	\$6,012	\$7,769
Snoqualmie	King	13,450	3,066,431,480	2,951,277	\$7,832	\$8,702
Woodinville	King	11,830	3,681,522,207	7,061,204	\$6,834	\$8,721
				Average	\$6,753	\$8,461
				Median	\$6,638	\$8,540
				Proposed	\$6,267	\$8,567