

**WEST SLOPE WATER DISTRICT
REGULAR BOARD AGENDA ITEM NO. 6**

MEETING DATE: March 18, 2015

Title: Resolution No. 02-2015, A Resolution of the Board of Commissioners of West Slope Water District Adjusting District Salary Schedule

Item: The District maintains a pay plan covering all positions in the District, showing the minimum, mid-point and maximum rates of pay. In arriving at such salary ranges, consideration is given to prevailing rates paid for comparable work in other public employment, including consideration of conditions of work and basic pay, current costs of living, the economy and wage adjustments in the community, suggestion of the District Manager, Manager of Finance and Customer Service, District Foreman, and the District's financial condition. Wage increases are not automatic and the District does not maintain a "step system." Employee salaries are based upon merit.

Consumer Price Index-All Urban Consumers

Area: Portland-Salem, OR-WA (including Clark County)

Item: All Items

Base Period: 1982-84=100

<u>Year</u>	<u>%Change</u>
2014	2.4
2013	2.5
2012	2.1
2011	3.1
2010	1.3
2009	0.1

BACKGROUND

Salary Adjustments

The District Manager determines whether a merit and/or Cost-of-Living Adjustment are appropriate for the District Foreman and Manager of Finance and Customer Service.

The District Foreman determines, with oversight of the District Manager whether a merit and/or Cost-of-Living Adjustment is appropriate for field staff.

The Manager of Finance and Customer Service determines, with oversight of the District Manager whether a merit and/or Cost-of-Living Adjustment is appropriate for finance and customer service staff.

The Board of Commissioners determines whether a merit and/or Cost-of-Living Adjustment is appropriate for the District Manager.

The Board of Commissioners maintains oversight of all District salaries.

Budget Impact: An increase of 2.4% for current salaries paid would be a monthly increase of \$1,029 in salary costs. The annualized cost would be \$12,351.

As an example, using the current adopted budget:

The FY 2014-2015 Expenditure Budget:		\$4,045,500
		<u>% of Budget</u>
Total Materials & Services	\$1,375,500	34.0%
Contingency & Transfers		
General Operating Contingency	\$833,000	20.6%
Transfers	530,000	13.0%
Total Personal Services	\$947,000	23.4%
Actual Salaries	\$514,621	
(12.72% of adopted Expenditure Budget)		
Debt Service	\$360,000	8.9%

Staff Recommendation: Staff is recommending the Board adopt Resolution No. 02-2015 setting salary schedule adjustments at the rate published by the US Bureau of Labor Statistics, Portland-Salem, OR-WA, for Urban Consumers for the year 2014, and effective date.

Additional Information:

Jerry Arnold (503-292-2777)

Attachments: Bureau of Labor Statistics, CPI-U, dated February 25, 2015
Resolution No. 02-2015
Exhibit "A" – Current and Proposed Salary Schedule

U.S. DEPARTMENT OF LABOR, BUREAU OF LABOR STATISTICS
 Western Information Office, 90 7th St., Suite 14-100, San Francisco, CA 94103
 Information Staff (415) 625-2270 / Fax (415) 625-2351

02/25/15

PORTLAND-SALEM
 Consumer Price Index, All Items, 1982-84=100 for All Urban Consumers (CPI-U)

YEAR	SEMI-ANNUAL AVERAGE			OVER-THE-YEAR PERCENT CHANGE			
	1st Half	2nd Half	ANNUAL AVERAGE	YEAR	1st Half	2nd Half	ANNUAL AVERAGE
1987	109.9	111.9	110.9	1987	1.7	3.3	2.5
1988	113.6	115.9	114.7	1988	3.4	3.6	3.4
1989	119.3	121.6	120.4	1989	5.0	4.9	5.0
1990	124.9	129.8	127.4	1990	4.7	6.7	5.8
1991	132.8	135.1	133.9	1991	6.3	4.1	5.1
1992	138.8	140.9	139.8	1992	4.5	4.3	4.4
1993	143.6	145.8	144.7	1993	3.5	3.5	3.5
1994	147.7	150.1	148.9	1994	2.9	2.9	2.9
1995	152.5	153.9	153.2	1995	3.2	2.5	2.9
1996	157.2	160.0	158.6	1996	3.1	4.0	3.5
1997	162.6	165.5	164.0	1997	3.4	3.4	3.4
1998	166.1	168.1	167.1	1998	2.2	1.6	1.9
1999	170.8	174.4	172.6	1999	2.8	3.7	3.3
2000	176.4	179.5	178.0	2000	3.3	2.9	3.1
2001	181.2	183.6	182.4	2001	2.7	2.3	2.5
2002	183.5	184.0	183.8	2002	1.3	0.2	0.8
2003	186.0	186.5	186.3	2003	1.4	1.4	1.4
2004	189.8	192.5	191.1	2004	2.0	3.2	2.6
2005	194.5	197.5	196.0	2005	2.5	2.6	2.6
2006	199.8	202.5	201.1	2006	2.7	2.5	2.6
2007	206.653	210.460	208.556	2007	3.4	3.9	3.7
2008	214.619	216.159	215.389	2008	3.9	2.7	3.3
2009	214.102	217.191	215.647	2009	-0.2	0.5	0.1
2010	217.508	219.179	218.344	2010	1.6	0.9	1.3
2011	223.105	226.077	224.590	2011	2.6	3.1	2.9
2012	228.746	230.811	229.779	2012	2.5	2.1	2.3
2013	233.735	237.322	235.528	2013	2.2	2.8	2.5
2014	239.751	242.679	241.215	2014	2.6	2.3	2.4

Table of over-the-year percent increases. An entry for 2ndHalf 2005 indicates the percentage increase from 2ndHalf 2004 to 2ndHalf 2005 (in this example 2.6 percent).

WEST SLOPE WATER DISTRICT

RESOLUTION NO. 02-2015

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF WEST SLOPE WATER DISTRICT ADJUSTING DISTRICT SALARY SCHEDULE

WHEREAS, a public hearing was held by the Board of Commissioners of the West Slope Water District on March 18, 2015 for the purpose of adjusting the District Salary Schedule for Fiscal Year 2015 – 2016, beginning July 1, 2015, and

WHEREAS, in accordance with the District's Adopted Budget Calendar for Fiscal Year 2015 – 2016; and

WHEREAS, based upon the recommendations of the Administrative Staff of the District and testimony heard, received and considered by the Board from such public hearing, the Board of Commissioners finds that:

- (1) The District shall increase the FY 2015 – 2016 Salary Schedule equal to the change in the Official U.S. Dept. of Labor, Bureau of Labor Statistics, Consumer Price Index – All Urban Consumers, Portland-Salem OR-WA for the year 2014 in the amount of 2.4%, as published on February 25, 2015, and

WHEREAS, the Board of Commissioner believes in pay for performance, compensation for entry level employees may be below the salary schedule and exceptional performance and experience may be above the salary schedule, and now therefore

BE IT RESOLVED:

Section 1: The 2015- 2016 Salary Schedule in Exhibit "A", attached hereto and by this reference shall be increased in the amount of 2.4%, equal to the Official U.S. Dept. of Labor, Bureau of Labor Statistics, Consumer Price Index – All Urban Consumers, Portland-Salem OR-WA for the year 2014, as published on February 25, 2015, effective July 1, 2015.

Section 2: The General Manager has the authority and discretion to pay entry level employees 80-percent of the minimum salary schedule and employees with demonstrated skills and experience up to 10-percent over the maximum salary schedule.

ADOPTED this 18th day of March, 2015.



Bruce Hellebuyck, Acting Board Chair

ATTEST:



Noel Reiersen, Secretary

RESOLUTION NO. 2-2015
Exhibit "A"

**West Slope Water District
Salary Schedule**

Current July 1, 2014 - June 30, 2015

LGPI Job Code	1019 Utility Worker I	1018 Utility Worker II	1064 Cross Connection Insp	1016 Utility Worker III	1014 Foreman	527 Accounts Clerk	444 Mgr, Fin Cust Svc
Minimum	3,435	4,009	4,098	4,421	6,026	3,284	6,026
Mid-point	3,989	4,690	4,795	5,031	6,585	3,854	6,585
Maximum	4,544	5,371	5,491	5,641	7,143	4,424	7,143

Adjusted salary schedule 2.5%

Adopted by the Board of Commissioners, March 19, 2014
Resolution No. 05-2014

**West Slope Water District
Salary Schedule**

Proposed July 1, 2015 - June 30, 2016

LGPI Job Code	1019 Utility Worker I	1018 Utility Worker II	1064 Cross Connection Insp	1016 Utility Worker III	1014 Foreman	527 Accounts Clerk	444 Mgr, Fin Cust Svc
Minimum	3,521	4,109	4,200	4,532	6,177	3,366	6,177
Mid-point	4,089	4,807	4,915	5,157	6,750	3,950	6,750
Maximum	4,658	5,505	5,628	5,782	7,322	4,535	7,322

Adjusted salary schedule 2.4%

Adopted by the Board of Commissioners, March 18, 2015
Resolution No. 02-2015