



KING COUNTY

1200 King County Courthouse
516 Third Avenue
Seattle, WA 98104

Signature Report

December 14, 2000

Ordinance 14012

Proposed No. 2000-0517.1

Sponsors Pullen

1 AN ORDINANCE related to employee performance
2 appraisal and incentive pay increases, eliminating the
3 minimum increment between an employee and his or her
4 supervisor; and amending Ordinance 12014, Section 50,
5 and K.C.C. 3.15.020.

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8 BE IT ORDAINED BY THE COUNCIL OF KING COUNTY:

9 SECTION 1. Ordinance 12014, Section 50, and K.C.C. 3.15.020 are each hereby
10 amended to read as follows:

11 **Procedures.** The provisions of this section shall be applicable to all positions in
12 the executive branch and the department of assessments allocated to a classification
13 assigned a pay range in Ordinance 7996, Sections 3, 4(~~(5)~~) and 10 (~~(of Ordinance No.~~
14 ~~7996)~~), as amended.

15 A. Except as otherwise provided by ordinance, the schedule of pay ranges shall
16 consist of ninety-nine pay ranges, each containing ten steps as approved in the annual
17 cost-of-living ordinance.

18 B. Employees may receive within-range increases from one step to the next
19 higher step, upon satisfactory completion of the probationary period and annually
20 thereafter as provided below:

21 1. Upon completion of the probationary period, an employee's salary shall be
22 advanced to Step 2, if the rate currently paid is Step 1; if the employee's initial salary is at
23 Step 2, or higher, it may be advanced at the discretion of the appointing authority to the
24 next higher step. All probationary period increases must be supported by performance
25 appraisal. Increases exceeding Step 5 must be approved by the director.

26 2. Annual step incentive increases shall be given on January 1 of the year
27 following the prior year fall performance appraisal.

28 3. Employees are eligible for a step increase on the basis of performance and
29 current step position as authorized in the incentive pay program step increase guide.

30 a. In recognition of above standard or exceptional performance, the appointing
31 authority may grant an annual increase exceeding a single step.

32 b. Increases beyond Step 5 must be based upon above standard performance
33 and must be supported by performance appraisal.

34 c. Increases beyond Step 8 must be based upon outstanding performance and
35 must be supported by performance appraisal.

36 d. Employees receiving incentive increases whose current salary does not
37 coincide with a step on the pay plan shall be advanced to a step on the pay plan which
38 shall be the next higher step after such incentive increase.

39 C. An appointing authority may grant to an employee, an increase to a salary
40 above the top step of the range if the following conditions are met:

- 41 1. The employee is not a department director.
- 42 2. The employee must have been at the top step of the range for at least two
- 43 consecutive years.
- 44 3. The employee must have demonstrated continuous outstanding performance,
- 45 which must be supported by performance appraisal.
- 46 4. ~~((Written justification must be submitted to the director for approval.~~
- 47 5)) Incentive increases above the top step may not exceed five percent.
- 48 ~~((PROVIDED that, in no case shall the resultant annualized salary of an employee exceed~~
- 49 ~~ninety five percent of the top step of the range assigned to the employee's immediate~~
- 50 ~~supervisor.~~
- 51 6-)) 5. Incentive increases above the top step will be in effect for twelve months
- 52 only. Such increases must be justified each year by meeting the above specified
- 53 conditions.
- 54 D. All ~~((within range))~~ incentive increases are subject to the availability of funds.
- 55 Within-range incentive increases are not automatic but shall be given only upon the

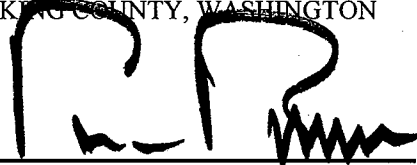
Ordinance 14012

56 affirmative action of the appointing authority within the guidelines established by the
57 director.
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Ordinance 14012 was introduced on 9/5/00 and passed by the Metropolitan King County Council on 12/13/00, by the following vote:

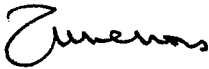
Yes: 11 - Mr. von Reichbauer, Ms. Miller, Ms. Fimia, Mr. Phillips, Mr. Pelz,
Mr. McKenna, Mr. Nickels, Mr. Pullen, Mr. Gossett, Mr. Vance and Mr.
Irons
No: 0
Excused: 2 - Ms. Sullivan and Ms. Hague

KING COUNTY COUNCIL
KING COUNTY, WASHINGTON



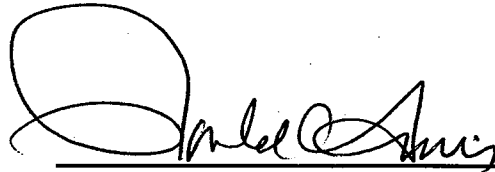
Pete von Reichbauer, Chair

ATTEST:



Anne Noris, Clerk of the Council

APPROVED this 17 day of December, 2000.



Ron Sims, County Executive

Attachments None