



BUSINESS OF THE CITY COUNCIL CITY OF SNOQUALMIE

AB24-017
January 23, 2024
Committee Report

AGENDA BILL INFORMATION

TITLE:	AB24-017: Resolution No. 1679 Repealing Resolution No. 806 Concerning the Establishment of the Management/Professional Employees Performance Management System	<input type="checkbox"/> Discussion Only <input type="checkbox"/> Action Needed:
PROPOSED ACTION:	Approve Resolution No. 1679 Repealing Resolution No. 806 Concerning the Establishment of the Management/Professional Employees Performance Management System	<input checked="" type="checkbox"/> Motion <input type="checkbox"/> Ordinance <input type="checkbox"/> Resolution

REVIEW:	Department Director	Drew Bouta	1/10/2024
	Finance	Janna Walker	1/10/2024
	Legal	David Linehan	1/15/2024
	City Administrator	Mike Chambless	1/11/2024

DEPARTMENT:	Administration		
	STAFF: Drew Bouta, Finance Director		
	COMMITTEE: Finance & Administration		COMMITTEE DATE: January 17, 2024
	EXHIBITS: 1. Resolution No. 1679 2. Resolution No. 806		

AMOUNT OF EXPENDITURE	\$ n/a
AMOUNT BUDGETED	\$ n/a
APPROPRIATION REQUESTED	\$ n/a

SUMMARY

INTRODUCTION

The intent of this agenda bill is to repeal the City's Management/Professional Employees Performance Management System which provides eligible non-represented Management and Professional (M&P) employees the potential to earn an additional percentage of pay annually on top of their salary based on satisfactory performance within the process outlined in Resolution 806.

The City is proposing to replace the current Management/Professional Employees Performance Management System with the retention pay system and performance-based annual step increases as provided for in AB24-016.

LEGISLATIVE HISTORY

Snoqualmie City Council approved Resolution No. 529 on September 13, 1999 establishing the Management/Professional Employees Performance Management System, amending the system through Resolution No. 629 on February 11, 2002, and again through Resolution No. 806 on January 22, 2007.

ANALYSIS

Non-Represented M&P employees currently earn up to 4% of additional pay annually on top of their salary. The repeal of the current Management/Professional Employees Performance Management System and proposed replacement with the retention pay system and performance-based annual step increases as provided for in AB24-016 is designed to accomplish two important objectives including:

- Encourage the retention of high-caliber and faithful employees who continue to make the City of Snoqualmie their employment of choice (retention pay system).
- Create a more meaningful merit-based pay system where annual step increases within the salary schedule are tied to meeting the performance objectives of the City (performance-based annual step increase).

BUDGET IMPACTS

Eliminating the current performance management system and replacing it with a retention pay system and performance-based annual step increases is expected to save the city \$69,802 in 2024. These savings are spread across multiple funds and are incorporated in the AB24-016 M&P Salary Schedule budget statement where they work to lower the total cost of the proposed 2024 M&P salary schedule.

NEXT STEPS

Adoption at City Council Meeting: January 22, 2024.

PROPOSED ACTION

Move to approve Resolution No. 1679 Repealing Resolution No. 806 Concerning the Establishment of the Management/Professional Employees Performance Management System.