

Council Agenda Bill

AB Number

AB25-096

Agenda Bill Information

Title*

Resolution Adopting 2026 Salary Schedule for Non-Represented Management & Professional (M&P) Employees

Action*

Motion

Council Agenda Section

Committee Report

Council Meeting Date*

11/10/2025

Staff Member

Drew Bouta

Department*

Finance

Committee

Finance and Administration

Committee Date

11/04/2025

Exhibits

Packet Attachments - if any

x1 (Res) Salary Schedule Adoption.docx	20.61KB
x2 M&P Salary Schedule 2.49% Annual Rate of Pay Table.pdf	93.14KB
x3 M&P Salary Schedule 2.49% Monthly Rate of Pay Table.pdf	69.35KB
x4 M&P Salary Schedule 2.72% Annual Rate of Pay Table.pdf	93.16KB
x5 M&P Salary Schedule 2.72% Monthly Rate of Pay Table.pdf	69.35KB
x6 M&P Salary Schedule 3.11% Annual Rate of Pay Table.pdf	93.15KB
x7 M&P Salary Schedule 3.11% Monthly Rate of Pay Table.pdf	69.34KB
Snoqualmie WA_ Analysis_11.11.2024 (2).pdf	69.94KB

Summary

Introduction*

Brief summary.

The purpose of this agenda bill is for consideration and approval of the 2026 salary schedule for non-represented Management and Professional (M&P) employees.

Proposed Motion

Option #1: Motion approving the resolution with a 2026 salary schedule that includes a 2.49% COLA for non-represented Management and Professional (M&P) employees. Option #2: Motion approving the resolution with a 2026 salary schedule that includes a 2.72% COLA for non-represented Management and Professional (M&P) employees. Option #3: Motion approving the resolution with a 2026 salary schedule that includes a 3.11% COLA for non-represented Management and Professional (M&P) employees.

Background/Overview*

What was done (legislative history, previous actions, ability to hyperlink)

The City Council first approved a salary schedule for non-represented M&P employees in January 2006 and has subsequently approved the schedule on an annual basis following consideration of a cost-of-living adjustment (COLA). In 2024, the City completed a classification and compensation study (AB23-017) that evaluated the competitiveness regionally of the salaries and benefits offered by the City of Snoqualmie for each Teamsters and M&P grade and position. Following release of the study, Council approved placing the M&P employee group at the 60th percentile of comparable cities with a 6% COLA for 2024. Last year, the Council approved a 2025 COLA of 3.63% equal to the June of 2023 to June of 2024 percentage change in the CPI-W.

Analysis*

The Administration is proposing three options to Council regarding a 2026 COLA for the M&P employee group.

Option #1 - 2.49% COLA: The City adopted a 2025-2026 Biennial Budget that included a 2026 COLA of 2.49% for M&P employees. The budgeted 2026 COLA was based on a forecast of the Consumer Price Index for Urban Wage Earners and Clerical Workers (CPI-W) released by the King County Office of Economic and Financial Analysis in March of 2024. The 2.49% forecasted COLA was then used to estimate the 2026 salaries and benefits of M&P employees in early June of 2024. The Finance Department rolled estimated 2026 salaries and benefits of M&P employees into department expenditure requests in July of 2024 and subsequently into the 2025-2026 Biennial Budget. Approving this COLA would adhere to the adopted 2025-2026 Biennial Budget.

Option #2 - 2.72% COLA: The actual June of 2024 to June of 2025 CPI-W for the Seattle-Tacoma-Bellevue area was 2.72% (released August 2025). Last year, Council approved a COLA for M&P employees equal to the June-to-June change in the CPI-W.

Option #3 - 3.11% COLA: COLAs historically received by M&P employees, except for last year, were based on an average of the three other employee groups (Teamsters, Police (SPA), and Fire (IAFF)) or based on the COLA that the majority of the three employee groups could expect to receive for the upcoming year. In 2026, the Teamsters employee group will receive a 2.72% COLA and the Police (SPA) employee group will receive a 3.50% COLA which equals an average of 3.11%.

In addition, the Administration is proposing the following changes to the salary schedule that aligns with a recently completed classification and compensation study. This classification and compensation study, conducted by MGT formally GOVHR, reviewed a limited number of positions that were not included in the

original study or the data was incorrect that was completed during the 2023 - 2024 biennium. The recommendations from the study included:

- Moving the Human Resources Manager from a Grade 10 to a Grade 11 and changing the title to Human Resources Director.
- Moving the Deputy Finance Director from a Grade 10 to a Grade 11.
- Changing the title of the CIP Project Manager to CIP Manager.

Any employee in a position that changes grade will be placed at a step in the new grade that is nearest but above their current salary.

All grade and title changes have been incorporated into the three options presented.

Budgetary Status*

This action has complex budgetary implications.

Budget Summary

For all COLA options presented, the salaries and benefits are expected to be higher than the levels authorized by the 2025-26 Biennial Budget due to the 2025 COLA of 3.63%, which exceeded the Biennial Budget estimate of 2.68%. If Council elects Option 1 (2.49% COLA), the General Fund (#001) would have an increase of approximately \$31,955 in additional salary and benefit expenditures, with other funds seeing a total increase of \$7,735, Option 2 (2.72% COLA) would result in a General Fund increase of \$42,148, with other funds seeing a total increase of \$10,205, and Option 3 (3.11% COLA) would result in a General Fund increase of \$52,996, with other funds seeing a total increase of \$12,840. See the table below or on the next page for the fund-by-fund impact as compared to the approved 2025-26 Biennial Budget.

Based on the increases shown in the table, some funds or classifications may require an amendment regardless of the option selected, in accordance with the increases shown. However, Administration lacks data to make an absolute determination that any of the options can or cannot be absorbed within the current 2025-26 appropriation. If an amendment is needed, Administration will bring it forward in 2026.

The COLA options detailed above and in the table below do not include the costs associated with moving the Human Resources Manager and the Deputy Finance Director from a Grade 10 to a Grade 11. For 2026, that change is expected to be very minimal, for a combined cost of \$1,627 at estimated 2026 salary levels. No amendment is anticipated. However, over the long-term those changes will begin to affect budgetary estimates as the 2025 Grade 10 salary is capped at \$147,963, while the 2025 Grade 11 salary is capped at \$172,763. When either of these positions reaches the highest step, this change would result in an approximate \$28,031 per-position increase in salary and benefits annually.

Fiscal Impact

Amount of Expenditure	Amount Budgeted	Appropriation Requested
-----------------------	-----------------	-------------------------

Fiscal Impact Screenshot

Increase over Budgeted Appropriation for 2026

#	Fund/Classification	<u>Option 1</u>	<u>Option 2</u>	<u>Option 3</u>
		2.49% COLA	2.72% COLA	3.11% COLA
001	General Fund Total	\$ 31,955	\$ 42,148	\$ 52,996
	Administration	\$ 19,261	\$ 25,411	\$ 31,971
	Snoqualmie Police	\$ 4,987	\$ 6,580	\$ 8,279
	Fire Department	\$ 3,599	\$ 4,748	\$ 5,974
	Parks & Streets	\$ 735	\$ 970	\$ 1,221
	CD	\$ 3,372	\$ 4,439	\$ 5,552
310	Non-Utility Capital	\$ 950	\$ 1,254	\$ 1,577
401	Water Operations	\$ 666	\$ 879	\$ 1,105
402	Wastewater Operations	\$ 429	\$ 566	\$ 713
403	Stormwater Operations	\$ 429	\$ 566	\$ 713
417	Utility Capital	\$ 1,643	\$ 2,168	\$ 2,727
501	ER&R	\$ 281	\$ 370	\$ 466
502	Information Technology	\$ 3,241	\$ 4,275	\$ 5,379
510	Facilities	\$ 96	\$ 127	\$ 160
Total Increase		\$ 39,690	\$ 52,353	\$ 65,836