



# BUSINESS OF THE CITY COUNCIL CITY OF SNOQUALMIE

**AB24-104**  
**October 28, 2024**  
**Committee Report**

## AGENDA BILL INFORMATION

<b>TITLE:</b>	AB24-104: 2025 Salary Schedule for Non-Represented Management and Professional (M&P) Employees	<input type="checkbox"/> Discussion Only
<b>PROPOSED ACTION:</b>	Approve the 2025 Salary Schedule for Non-Represented Management and Professional (M&P) Employees	<input checked="" type="checkbox"/> Action Needed:
		<input checked="" type="checkbox"/> Motion
		<input type="checkbox"/> Ordinance
		<input type="checkbox"/> Resolution

<b>REVIEW:</b>	Department Director	Drew Bouta	10/16/2024
	Finance	Janna Walker	10/16/2024
	Legal	David Linehan	10/16/2024
	City Administrator	Mike Chambless	10/16/2024

<b>DEPARTMENT:</b>	Administration		
<b>STAFF:</b>	Drew Bouta, Finance Director; and Jen Hughes, Deputy Finance Director		
<b>COMMITTEE:</b>	Finance & Administration	<b>COMMITTEE DATE:</b> October 22, 2024	
<b>EXHIBITS:</b>	<ol style="list-style-type: none"> <li>1. 2025 Salary Schedule for M&amp;P Employees with a 2.68% COLA (Monthly Rate of Pay)</li> <li>2. 2025 Salary Schedule for M&amp;P Employees with a 2.68% COLA (Annual Rate of Pay)</li> <li>3. 2025 Salary Schedule for M&amp;P Employees with a 3.50% COLA (Monthly Rate of Pay)</li> <li>4. 2025 Salary Schedule for M&amp;P Employees with a 3.50% COLA (Annual Rate of Pay)</li> <li>5. 2025 Salary Schedule for M&amp;P Employees with a 3.63% COLA (Monthly Rate of Pay)</li> <li>6. 2025 Salary Schedule for M&amp;P Employees with a 3.63% COLA (Annual Rate of Pay)</li> </ol>		

<b>AMOUNT OF EXPENDITURE</b>	\$ N/A
<b>AMOUNT BUDGETED</b>	\$ N/A
<b>APPROPRIATION REQUESTED</b>	\$ 0

## SUMMARY

### INTRODUCTION

The purpose of this agenda bill is for Council consideration and approval of the 2025 salary schedule for non-represented Management and Professional (M&P) employees.

### LEGISLATIVE HISTORY

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 2023, 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 60<sup>th</sup> percentile of comparable cities with a 6% COLA on January 22, 2024 (AB24-016).

## ANALYSIS

The Administration is proposing three options to Council regarding a 2025 COLA for the M&P employee group.

### Option #1: 2.68% COLA

The City adopted a 2025-2026 Biennial Budget that included a 2025 COLA of 2.68% and 2026 COLA of 2.49% for M&P employees. The proposed 2025 COLA of 2.68% 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 2.68% forecasted COLA was then used to estimate the 2025 salaries and benefits of M&P employees in early June of 2024. The Finance Department rolled estimated 2025 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: 3.50% COLA

COLAs previously received by M&P employees typically 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 expected to receive for any upcoming year. In 2025, both the Teamsters and Fire (IAFF) employee groups will receive a 2025 COLA of 3.50%. Approving this COLA would adhere to the past practices of the City.

### Option #3: 3.63% COLA

The actual June of 2023 to June of 2024 CPI-W for the Seattle-Tacoma-Bellevue area was 3.63% (released August 2024). In addition, most of our neighboring municipalities are planning on COLAs between 3.5% and 4.5% for non-represented staff. Approving this COLA would help to protect the purchasing power of M&P employees and keep up with COLAs proposed in the municipal labor market.

<b>Annual Cost-of-Living Adjustments</b>						
<b>Year</b>	<b>Teamsters</b>	<b>Police (SPA)</b>	<b>Fire (IAFF)</b>	<b>M&amp;P</b>	<b>CPI-U (June-to-June)</b>	<b>CPI-W (June-to-June)</b>
2018	3.00%	4.00%	3.00%	3.00%	2.99%	3.03%
2019	2.50%	3.00%	3.00%	3.00%	3.28%	3.65%
2020	2.50%	3.20%	3.00%	3.00%	2.29%	1.68%
2021	2.50%	3.20%	2.50%	2.50%	0.87%	1.01%
2022	4.00%	3.70%	3.40%	3.00%	5.52%	6.29%
2023	6.00%	4.00%	3.40%	3.50%	10.14%	9.54%
2024	4.00%	8.00%	3.50%	6.00%	4.62%	4.51%
2025	3.50%	4.50%	3.50%	TBD	3.83%	3.63%
<b>Average =</b>	<b>3.50%</b>	<b>4.20%</b>	<b>3.16%</b>	<b>3.43%</b>	<b>4.19%</b>	<b>4.17%</b>

Adjusted to 60th Percentile

**BUDGET IMPACTS**

If Council elects Option 1, with a 2.68% COLA, no budgetary impacts are expected as this inflationary level is included within the 2025-26 Biennial Budget. If Council elects Option 2 (3.5% COLA) or Option 3 (3.63% COLA), the table below shows the fund-by-fund impact. While only 2025 increases are shown for simplicity, these COLAs will affect subsequent years as they compound over time.

<b>Increase over Budgeted Appropriation for 2025</b>			
#	Fund	Option 2 3.5% COLA	Option 3 3.63% COLA
001	General Fund	\$ 23,522	\$ 27,252
	<i>Administration</i>	\$ 14,022	\$ 16,245
	<i>Snoqualmie Police</i>	\$ 2,428	\$ 2,813
	<i>Fire and Emergency</i>	\$ 2,839	\$ 3,289
	<i>Parks &amp; Streets Maintenance</i>	\$ 579	\$ 671
	<i>Community Development</i>	\$ 3,654	\$ 4,234
014	North Bend Police Services Fund	\$ 1,438	\$ 1,666
310	Non-Utility Capital Fund	\$ 773	\$ 896
401	Water Utility Fund	\$ 550	\$ 637
402	Wastewater Utility Fund	\$ 355	\$ 411
403	Stormwater Utility Fund	\$ 355	\$ 411
417	Utilities Capital Fund	\$ 1,344	\$ 1,557
501	Equipment Replacement & Repair Fund	\$ 231	\$ 267
502	Information Technology Fund	\$ 2,629	\$ 3,045
510	Facilities Maintenance Fund	\$ 80	\$ 92
<b>Total =</b>		<b>\$ 31,276</b>	<b>\$ 36,234</b>

Based on the increases shown above, if either Option 2 or Option 3 are selected most funds will most likely not need a budgetary amendment. However, as the 2025-26 Biennium has not yet commenced, Administration lacks data to make an absolute determination that Option 2 or Option 3 can be absorbed within the current 2025-26 appropriation. If an amendment is needed, Administration will bring it forward with the mid-biennium amendment expected in late 2025.

**NEXT STEPS**

Adoption at City Council Meeting: October 28, 2024.

**PROPOSED ACTION**

**Option #1:** Move to approve the 2025 Salary Schedule for Non-Represented Management and Professional (M&P) Employees with a 2.68% COLA.

**Option #2:** Move to approve the 2025 Salary Schedule for Non-Represented Management and Professional (M&P) Employees with a 3.50% COLA.

**Option #3:** Move to approve the 2025 Salary Schedule for Non-Represented Management and Professional (M&P) Employees with a 3.63% COLA.