



BUSINESS OF THE CITY COUNCIL CITY OF SNOQUALMIE

AB23-072
May 22, 2023
Committee Report

AGENDA BILL INFORMATION

TITLE:	Incentive retention pay for eligible employees	☐ Discussion Only
PROPOSED ACTION:	Approve MOU pertaining to retention incentive pay program for Teamsters Local 763	☒ Action Needed: ☒ Motion ☐ Ordinance ☐ Resolution

REVIEW:	Department Director/Peer	Mike Chambless	5/11/2023
	Finance	Drew Bouta	5/11/2023
	Legal	Outside Counsel	5/11/2023
	City Administrator	Mike Chambless	5/11/2023

DEPARTMENT:	Human Resources		
STAFF:	Jen Ferguson		
COMMITTEE:	Finance & Administration	COMMITTEE DATE: May 16, 2023	
MEMBERS:	Bryan Holloway	James Mayhew	Louis Washington
EXHIBITS:	1. Proposed MOU Teamsters Local 763		

AMOUNT OF EXPENDITURE	\$ 319,000
AMOUNT BUDGETED	\$ 0
APPROPRIATION REQUESTED	\$ 319,000

SUMMARY

INTRODUCTION

The purpose of this agenda bill is for Council consideration and approval of an incentive retention pay program for eligible employees.

LEGISLATIVE HISTORY

The City Council approved AB22-158 providing for an incentive retention pay program for the Management & Professionals employee group on November 28, 2022 and AB23-022 providing for an incentive retention pay program for Snoqualmie Police Association (SPA) and Intl Association of Firefighter (IAFF) Local 2878 on February 13, 2023.

BACKGROUND

According to the AWC City Conditions Survey, Washington cities are struggling to fill vacancies, across all departments; as well as struggling with turn-over due to a high level of resignations and retirements. To minimize retention disasters cities are implementing telework programs, hiring bonuses, retention or incentive pay and adding in new benefits.

ANALYSIS

The City of Snoqualmie has, like other Washington cities, been impacted by vacancies and the ability to keep existing levels of service is at risk. The City has implemented some of the tools, recommended by AWC, to retain employees such as a telework program and hiring bonuses for eligible positions. The Council approved fringe benefit improvements for the M&P employee group on November 28, 2022 (See AB22-156) and included the costs/savings in the adopted 2023-2024 biennial budget.

Our Teamsters Union members have requested, and the administration supports the request for the Council to consider retention incentive pay for eligible employees and the proposed Teamster MOU See exhibit 1) mirrors the SPA and IAFF MOU's for the incentive retention pay program, as well as, the Management & Professionals employee group approved in 2022.

BUDGET IMPACTS

Administration recommends approving Memorandum of Understandings (MOUs) regarding a retention incentive pay program with the Teamsters Local 763. The estimated cost of the retention incentive pay program for is \$319,000. The 2023-2024 Biennial Budget did not include an appropriation for the retention incentive pay program. However, given the one-time nature of the proposed expenditure and the fund balance forecasted and incorporated into the 2023-2024 Biennial Budget Document, the Administration has brought forth a budget amendment (AB23-068) that would appropriate funds for the the retention incentive pay program costs.

NEXT STEPS

PROPOSED ACTION

Motion to approve MOU pertaining to retention incentive pay program for Teamsters Local 763 and to authorize payroll installments once budget appropriation is authorized by City Council pursuant to AB23-068.