



CITY OF SUMAS

433 Cherry Street/PO Box 9, Sumas, WA 98295

P: (360) 988-5711 F: (360) 988-8855

MEMO

To: Sumas City Council
 From: Mollie Bost, Finance Director
 Date: 10/28/2024
 Re: Proposed 2025 Longevity Pay Scale

Current Longevity Scale		Proposed Longevity Scale (Ord. 1818)	
Begin in year	Per month	Begin in year	Per month
6	\$35	6	\$35
7	\$40	7	\$40
8	\$45	8	\$45
9	\$50	9	\$50
10	\$55	10	\$55
11	\$60	11-15	1.5% gross wages
12	\$65	16-20	2.5% gross wages
13	\$70	21 and beyond	3.5% gross wages
*No cap; continues with \$5 increase each year		*Caps at 3.5% gross wages	

Implications for 2025 Annual Expense:

Full Time Employee	Years Employed	2025 Current Scale	2025 Proposed Scale
Aulakh, S.	6/7	\$430	\$430
Bons, A.	3/4	\$0	\$0
Bost, M.	11/12	\$775	\$1,239.31
Clawson, J.	12/13	\$805	\$1,371.86
Cortez, C.	2/3	\$0	\$0
DeBruin, D.	19/20	\$1,205	\$1,788.33
DeVries, K.	6/7	\$515	\$515
Fuhrman, C.	27/28	\$1,735	\$3,212.04
Huyber, L.	5/6	\$350	\$350
Korthuis, G.	5/6	\$420	\$420
Larson, N.	13/14	\$880	\$1,720.20
Loreen, A.	15/16	\$960	\$1,298.32
McConnell, T.	5/6	\$280	\$280
Munden, M.	13/14	\$880	\$1,376.59
Quinn, M.	37/38	\$2,310	\$3,367.90
Sinclair, C.	5/6	\$175	\$175
Annual Totals:		\$11,720	\$17,544.55
		Difference:	\$5,824.55

ORDINANCE NO. 1818

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SUMAS, WASHINGTON,
ESTABLISHING THE SALARIES AND WAGES FOR THE 2025 CALENDAR YEAR**

WHEREAS, the City has formulated the Salary Step Schedule for all paid employees for the 2025 calendar year; and

WHEREAS, the Salary Step Schedule has been updated to reflect a Cost-of-Living Adjustment (COLA) increase of 2.5% for all positions in 2025; and

WHEREAS, the Longevity Pay Scale has been modified to include additional longevity thresholds starting in the 11th year of employment as shown in Exhibit A,

WHEREAS, the 2025 Salary Step Schedule, Longevity Pay Scale, and the Department Head Extra Pay basis for the Police Chief, Finance Director, City Clerk, and Public Works Director are attached to this ordinance as Exhibit A; and

WHEREAS, in addition to the COLA, employees who have not reached the top step in their pay scale may receive an annual salary step increase based on individual performance as determined by the Mayor and Department Heads and affirmed by the City Council, and

WHEREAS, all other health, welfare, and leave benefits are prescribed in the current Personnel Policies for City Employees manual;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SUMAS, WASHINGTON, DO ORDAIN AS FOLLOWS:

SECTION 1. The 2025 Salary Step Schedule, attached as Exhibit A, is hereby adopted and effective as of January 1, 2025. Annual salary step increases for employees as they become eligible will be presented to council for approval by motion.

SECTION 2. Severability. If any section, subsection, clause or phrase of this Ordinance is declared unconstitutional or invalid for any reason, such decision shall not affect the validity of the remaining portions of this Ordinance.

PASSED BY THE CITY COUNCIL OF THE CITY OF SUMAS, WASHINGTON, AND APPROVED BY THE MAYOR OF THE CITY OF SUMAS THIS 28th DAY OF OCTOBER 2024.

Bruce Bosch, Mayor

Attest:

Approved as to form:

Michelle Quinn, City Clerk

Jim Wright, City Attorney

2025 Salary Step Schedule (Proposed)
Includes COLA - 2.5%

POLICE DEPARTMENT					
	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5
Police Chief	\$ 8,173.71	\$ 8,582.39	\$ 9,011.51	\$ 9,462.09	\$ 9,935.19
Sargeant (Vacant)	\$ 6,998.87	\$ 7,348.82	\$ 7,716.26	\$ 8,102.07	\$ 8,507.18
Police Officer	\$ 6,291.79	\$ 6,606.38	\$ 6,936.70	\$ 7,283.53	\$ 7,647.71

CITY HALL					
	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5
Finance Director	\$ 6,597.09	\$ 6,926.95	\$ 7,273.30	\$ 7,636.96	\$ 8,018.81
City Clerk	\$ 6,597.09	\$ 6,926.95	\$ 7,273.30	\$ 7,636.96	\$ 8,018.81
Finance Clerk (Vacant)	\$ 5,871.45	\$ 6,165.02	\$ 6,473.27	\$ 6,796.93	\$ 7,136.78
Court/Utility Clerk	\$ 4,600.45	\$ 4,830.47	\$ 5,071.99	\$ 5,325.59	\$ 5,591.87
Clerical Assistant (Part-Time)	\$ 22.57	\$ 23.70	\$ 24.88	\$ 26.13	\$ 27.43

PUBLIC WORKS					
	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5
Public Works Director	\$ 7,615.12	\$ 7,995.88	\$ 8,395.68	\$ 8,815.46	\$ 9,256.23
Maintenance - Crew Position 1	\$ 37.08	\$ 38.94	\$ 40.89	\$ 42.93	\$ 45.08
Maintenance - Crew Position 2	\$ 34.24	\$ 35.95	\$ 37.74	\$ 39.63	\$ 41.61
City Planner	\$ 5,737.95	\$ 6,024.85	\$ 6,326.09	\$ 6,642.39	\$ 6,974.51
Maintenance - Crew Position 3	\$ 32.28	\$ 33.89	\$ 35.59	\$ 37.36	\$ 39.23

LINEMAN POSITIONS							
Journeyman Lineman	\$ 55.13	*Hourly					
Apprentice Lineman (% of Journeyman Lineman)	STEP 1 65%	STEP 2 70%	STEP 3 75%	STEP 4 80%	STEP 5 85%	STEP 6 90%	STEP 7 95%
Eligible for increase at	\$ 35.84	\$ 38.59	\$ 41.35	\$ 44.11	\$ 46.86	\$ 49.62	\$ 52.38
	0-2000 hrs	2001-3000 hrs	3001-4000 hrs	4001-5000 hrs	5001-6000 hrs	6001-7000 hrs	7001-8000 hrs

PART-TIME EMPLOYEES	
Donny Harvey	\$ 24.32
Cecelia (Yaneth) Chabert	\$ 20.45
Summer Help	\$16.66-\$19.29

min wage: \$16.66; max wage 15% above min. wage

Department Head Extra Pay	(Based on estimated additional hours per year/pro-rated monthly)	
Police Chief	380 hours	(includes holidays, holidays worked, council meetings & call-out hours)
Finance Director	90 hours	(includes council meetings & other misc.)
City Clerk	144 hours	(includes council meetings, planning commission meetings, jail hearings)
Public Works Director	144 hours	(includes council meetings & call-outs)

31.67 hrs monthly
7.5 hrs monthly
12 hrs. monthly
12 hrs. monthly

Longevity	Begin in year	per month
	6	\$35
	7	\$40
	8	\$45
	9	\$50
	10	\$55
	11 to 15	1.5% of gross wages
	16 to 20	2.5% of gross wages
	21 and beyond	3.5% of gross wages