2024 COMPENSATION STUDY

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About Cabot Dow Associates

Independently owned human resources consulting firm since 1980 based in Bellevue, WA

Specialize in public sector collective bargaining, human resource management, and compensation

Clients primarily in Washington state

Associates are former public sector human resources professionals

<u>www.cabotdow.com</u>

PRESENTATION OUTLINE

Background

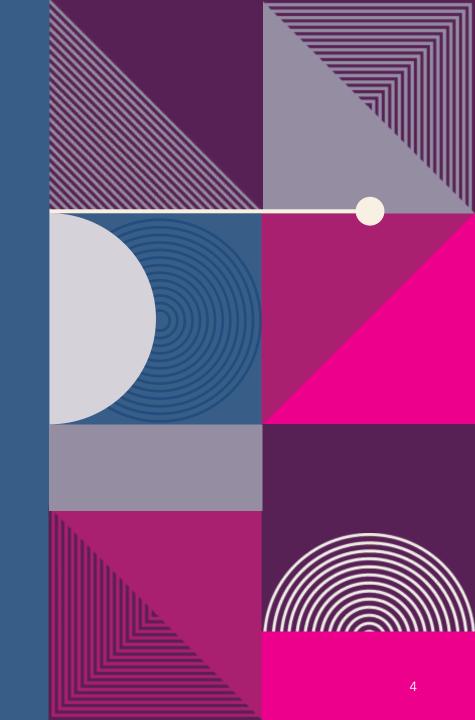
Compensation Study Process

Study Results

Compensation policies, implementation options Conclusion/Questions

BACKGROUND

City contracted with CDA in June 2024 Internal job description review of 25 positions Advised on comparable cities for comparing salaries and total compensation benefits - ie retirement, premiums, health insurance, paid leave



COMPENSATION STUDY PROCESS: SELECTING COMPARABLES

Objective criteria for selection of comparable jurisdictions:

- Population
- Similar services and structure (ie police, fire, Council-Manager form of government where possible)
- Total 2024 budget, including operating and capital
- Geographic proximity
- Regional price parity adjustment where necessary

COMPARABLE CITIES

County	Jurisdiction	RPP Adjustment Factor	2023 Pop. Est.	Tot	al 2024 Budget	FTEs	Council-Mgr	Fire
Yakima	Toppenish		8,900	\$	31,791,000	50	Y	Y
	50% below		4,450	\$	15,895,500	25		
	50% above		13,350	\$	47,686,500	75		
Proposed Comparable Cities - 50% below/50% above population/budget								
Adams	Othello	100%	9,005	\$	31,409,000	56	N	Ν
Asotin	Clarkston	119%	7,220	\$	26,217,000	50	N	Y
Grant	Ephrata	100%	8,690	\$	40,625,000	49	N	Y
Lewis	Chehalis	99%	7,400	\$	38,612,000	109	Y	Y
Mason	Shelton	100%	10,420	\$	44,008,000	94	Y	Ν
Skagit	Sedro-Woolley	96%	12,900	\$	46,738,000	90	N	Y
Yakima	Grandview	100%	11,250	\$	38,896,000	60	N	Y
Yakima	Union Gap	100%	6,660	\$	44,950,000	52	Y	Ν
Yakima	Selah	100%	8,450	\$	49,371,000	69	N	Ν
Yakima	Sunnyside	100%	16,530	\$	47,797,000	145	Y	Y
For informational purposes								
Yakima	Yakima	100%	98,650	\$	274,456,000	779	Y	Y

COMPENSATION STUDY PROCESS: COMPARING POSITIONS Internal job description review

Reviewed classifications for clarity

Compared to similar positions based on several factors:

- Duties
- Organizational influence
- Independent judgment
- Prior job experience/education/certification required
 Using source documents, org charts from comparables
 Match at 80% content similarity

COMPENSATION STUDY RESULTS

Aim for 10% within market median for net hourly amount No positions fell outside of the 10% threshold 5 out of 25 positions not benchmarked due to lack of comparable positions

- City Clerk
- Communications Manager
- HR Generalist
- Grounds Maintenance Technician
- Lead Records Clerk

Health insurance contributions are competitive with market

COMPENSATION STUDY RECOMMENDATIONS

Maintain current salary schedule and range placements

Maintain current non-benchmarked position ranges, with guidelines for future "slotting"

Update compensation study results on a regular basis

"Watch" positions more than 5% above/below market median

QUESTIONS