



Memorandum

Date: 7/9/2024

File No. CM 24-329

Meeting of: Committee of the Whole - Finance, Administration, and Communications

Type: Committee Memo

TO: Committee of the Whole - Finance, Administration, and Communications

FROM: Mayor Angela Birney

DEPARTMENT DIRECTOR CONTACT(S):

Human Resources	Cathryn Laird	425-556-2125
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DEPARTMENT STAFF:

Human Resources	Nicole Bruce (Council Benefits)	Program Manager
Human Resources	Mary Grady (Mayor's Salary)	Senior Human Resources Analyst

TITLE:

2024 Process for Updating Council Benefits and Mayor's Salary

OVERVIEW STATEMENT:

Data and information regarding the Council benefits and Mayor's salary was reviewed during the June 25, 2024 Study Session to assist Council in determining whether a change will be made to the Council benefits and Mayor's Salary. Council is considering Staff's recommendation for benefit changes for Councilmembers based on external market data. Council is also considering Staff's recommendation for an increase to the salary of the Mayor, based primarily on what was discussed and tentatively approved in 2023 to be effective January 1, 2024, although final approval and implementation did not occur.

Additional Background Information/Description of Proposal Attached

REQUESTED ACTION:

Receive Information

Provide Direction

Approve

REQUEST RATIONALE:

- **Relevant Plans/Policies:**
Ordinance 1638 was approved by Council in 1991 to provide health benefits to Council Members. Ordinance 3166 was approved by Council on May 7, 2024 to set a new schedule to review the Mayor's salary commensurate with the City's biennial budget.
- **Required:**
The City of Redmond Personnel Manual, Section 1.40, requires Council approval of benefit changes. In 2005, Ordinance 2262 removed the Mayor's salary from jurisdiction of the Redmond Salary Commission to have Mayor pay set by Council.

- **Council Request:**
N/A
- **Other Key Facts:**
N/A

OUTCOMES:

Councilmember Benefits Changes - Staff Recommendation:

- Health benefit premiums change to full time rate for individual councilmembers. Health benefit premiums for council family members remain unchanged.
- Ancillary expense stipend of \$300 month to cover miscellaneous councilmember expenses, such as Flexible Spending Account (FSA), childcare expenses, housing expenses for living in Redmond, etc.
- Make effective date immediately following Council Consent on July 16, 2024

Mayor Salary Changes - Staff Recommendation:

- 2024 - Increase salary to \$170,000
- 2025 - COLA increase salary by CPI-W (approximately 4%) = ~ \$176,800 with final COLA amount approved by Council
- 2026 - COLA increase salary by CPI-W (approximately 3%) = ~ \$182,104 with final COLA amount approved by Council
- Make effective date immediately following Council Consent on July 16, 2024

COMMUNITY/STAKEHOLDER OUTREACH AND INVOLVEMENT:

- **Timeline (previous or planned):**
Committee of the Whole, FAC: June 11, 2024
Study Session: June 25, 2024
Committee of the Whole, FAC: July 9, 2024
Business Meeting Consent: July 16, 2024
- **Outreach Methods and Results:**
N/A
- **Feedback Summary:**
N/A

BUDGET IMPACT:

Total Cost:

The cost will be determined by outcome of the Council’s review and recommendation. 2024 expenses have been budgeted and 2025 and 2026 expenses will be included in the 2025-2026 biennium.

Approved in current biennial budget: **Yes** **No** **N/A**

Budget Offer Number:

Offer # 0000029 (Executive Leadership)

Offer # 0000030 (City Council)

Budget Priority:

Strategic and responsive.

Other budget impacts or additional costs: Yes No N/A

If yes, explain:

N/A

Funding source(s):

General Fund

Budget/Funding Constraints:

N/A

Additional budget details attached

COUNCIL REVIEW:

Previous Contact(s)

Date	Meeting	Requested Action
6/11/2024	Committee of the Whole - Finance, Administration, and Communications	Receive Information
6/25/2024	Study Session	Provide Direction

Proposed Upcoming Contact(s)

Date	Meeting	Requested Action
7/16/2024	Business Meeting	Approve

Time Constraints:

Approve Council Benefit and Mayor Salary changes in 2024, to be effective upon final approval by Council, targeted for July 16, 2024.

ANTICIPATED RESULT IF NOT APPROVED:

Council benefits and Mayor’s salary will remain the same.

ATTACHMENTS:

None