



Memorandum

Date: 6/11/2024

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

File No. CM 24-260

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:

During an upcoming Study Session, targeted for June 25, 2024, the City will provide a recommendation for benefit enhancements for Councilmembers and a recommendation for an increase to the Mayor's salary. Both recommended changes will be based on comparable external data, with changes effective January 1, 2025.

☐ **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:

Data gathered so far for 2024 includes the following:

Council Benefits (*Compares what Redmond Councilmembers receive to comparable local cities*):

- Health benefits provided
- Car/transportation allowance
- Childcare allowance
- Housing stipend
- Technology stipend

Mayor's Salary (*Compares Mayor's current base salary to comparable local cities that have a Mayor/Council form of government*):

- 2023 population, 2023 assessed valuation, and employee population
- City services provided
- Mayor's 2024 salary
- Benefits (health and other) provided
- If they have a Chief Administrative or Operating Officer

In preparation for the Study Session on June 25, staff is asking Council if there is any other information they would like collected. A reminder email of this request will be provided to Council following the June 11 FAC. All data collected and staff's recommendations will be presented to Council via email prior to the Study Session, with the intent to discuss during the Study Session.

COMMUNITY/STAKEHOLDER OUTREACH AND INVOLVEMENT:

- **Timeline (previous or planned):**

Study Session: June 25, 2024

Business Meeting Consent: Following final approval of council salary by the Salary Commission (anticipated to be October 2024), seeking consent at a future Business Meeting on approximately November 4, 2024 to approve Council benefits and Mayor Salary changes.

- **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.

Approved in current biennial budget:

☐ Yes

☐ No

☒ N/A

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Budget Offer Number:

N/A

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
N/A	Item has not been presented to Council	N/A

Proposed Upcoming Contact(s)

Date	Meeting	Requested Action
6/25/2024	Study Session	Provide Direction
11/4/2024	Business Meeting	Approve

Time Constraints:

Approve Council Benefit and Mayor Salary changes in 2024, to be effective January 1, 2025.

ANTICIPATED RESULT IF NOT APPROVED:

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

ATTACHMENTS:

N/A