



Memorandum

Date: 12/5/2023
Meeting of: City Council

File No. AM No. 23-181
Type: Consent Item

TO: Members of the City Council
FROM: Mayor Angela Birney
DEPARTMENT DIRECTOR CONTACT(S):

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

Human Resources	David Puente	HR Manager - Labor/Policy
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TITLE:

Approval of the 2024 Pay Plan Updates

- a. Ordinance No. 3138: An Ordinance of the City of Redmond, Washington, Amending Pay Plans "A" and "AF-S," in Order to Set Salaries for Employees Covered by the AFSCME Bargaining Unit for the Year 2024; Providing for Severability and Establishing an Effective Date
- b. Ordinance No. 3139: An Ordinance of the City of Redmond, Washington Amending Pay Plans "R" and "RS," in Order to Set Salaries for Employees Covered by the RCHEA Bargaining Unit for the Year 2024; Providing for Severability and Establishing an Effective Date
- c. Ordinance No. 3140: An Ordinance of the City of Redmond, Washington, Amending Pay Plan "E" for the Year 2024; Providing for Severability and Establishing an Effective Date
- d. Ordinance No. 3141: An Ordinance of the City of Redmond, Washington, Amending Pay Plans "N" and "N-S," in Order to Set Salaries for the Non-Represented Employees for the Year 2024; Providing for Severability and Establishing an Effective Date
- e. Ordinance No. 3142: An Ordinance of the City of Redmond, Washington, Amending Pay Plan "G-S" in Order to Set Salaries for the General Supplemental Employees for the Year 2024; Providing for Severability and Establishing an Effective Date
- f. Ordinance No. 3143: An Ordinance of the City of Redmond, Washington, Amending the 2024 "P" Pay Plan for Employees Covered by the Teamsters Local Union No. 117 Representing Law Enforcement Officers
- g. Ordinance No. 3144: An Ordinance of the City of Redmond, Washington Amending the 2024 "T" Pay Plan for Employees Represented by the Teamsters Local No. 117 Representing Police Lieutenants
- h. Ordinance No. 3145: An Ordinance of the City of Redmond, Washington, Amending Pay Plans "PS" and "S-PS," In Order to Set Salaries for Employees Covered by the Teamsters Local Union No. 117 Bargaining Unit for The Year

2024; Providing for Severability and Establishing an Effective Date

- i. Ordinance No. 3146: An Ordinance of the City of Redmond, Washington, Amending Pay Plan “FS” in Order to Set Salaries for Employees Covered by the Fire Support Bargaining Unit for the Year 2024; Providing for Severability and Establishing an Effective Date
- j. Resolution No. 1580: A Resolution of the City Council of the City of Redmond, Washington Amending Section 3.130 of the Redmond Personnel Manual Excluding the Deputy Fire Director from the List of At-Will Status Classifications

OVERVIEW STATEMENT:

Due to the 2024 Cost of Living Adjustments (COLA) and several new classifications being established, the following salaries and pay plans are being updated: AFSCME Regular (“A”) and AFSCME Supplemental (“AF-S”); RCHEA Regular (“R”) and RCHEA Supplemental (“RS”); Non-represented Executive (“E”), Non-represented regular (“N”), Non-represented Supplemental (“N-S”), and General Supplemental (“G-S”); Police Officer, Corporal, and Sergeant (“P”); Police Lieutenants (“T”); Police Support Regular (“PS”) and Police Support Supplemental (“S-PS”); and Fire Support (“FS”). New classifications of Deputy Fire Director and Community Support Officer are being requested. Details of the changes are listed under the “Outcomes” section.

☒ **Additional Background Information/Description of Proposal Attached**

REQUESTED ACTION:

☐ **Receive Information** ☐ **Provide Direction** ☒ **Approve**

REQUEST RATIONALE:

- **Relevant Plans/Policies:**
N/A
- **Required:**
City Council is required to authorize salary and/or classification changes to pay plans, in accordance with the City of Redmond Personnel Manual Section 7.10. City Council is required to authorize benefit changes to the Personnel Manual, in accordance with the City of Redmond Personnel Manual Section 1.40.
- **Council Request:**
N/A
- **Other Key Facts:**
N/A

OUTCOMES:

Approval by City Council is being sought for the following Pay Plan changes:

AFSCME. In accordance with AFSCME’s Collective Bargaining Agreement (CBA) that was negotiated with the union and approved by City Council in 2022, the 2024 COLA for AFSCME “A” and “AF-S” Pay Plans will be 4.5%, based on June 2023 CPI-W, with a minimum of 2% and a maximum of 5%.

RCHEA. In accordance with RCHEA’s CBA that was negotiated with the union and approved by City Council in 2022, the

2024 COLA for RCHEA “R” and “R-S” Pay Plans will be 6%, based on first half 2023 CPI-W, with a minimum of 2% and a maximum of 6%.

Non-Represented. Changes to non-represented “E,” “N,” “N-S,” and “G-S” Pay Plans are provided following the RCHEA percentage of 6% to ensure consistency in treatment between represented and non-represented employees, and to ensure those salary ranges remain within market. An additional change to the “E” pay plan includes adding a new classification, titled Deputy Fire Director.

Police Teamsters. In accordance with Police Teamsters’ CBAs that were negotiated with the unions and approved by City Council in 2022, the 2024 COLA for Police “T,” “P,” “PS,” and “S-PS” Pay Plans will be 5%, based on first half 2023 CPI-W, with a minimum of 2% and a maximum of 5%. Additional changes to the Police Support Pay Plans include a Community Support Officer to the “PS” Pay Plan and a Supplemental Community Support Officer to the “S-PS” Pay Plan.

Fire Support. In accordance with Fire Support’s CBA that was negotiated with the union and approved by City Council in 2023, the 2024 COLA for Fire Support’s “FS” Pay Plan will be 4.5%, based on June 2023 CPI-W, with a minimum of 2% and a maximum of 5%.

COMMUNITY/STAKEHOLDER OUTREACH AND INVOLVEMENT:

- **Timeline (previous or planned):**
N/A
- **Outreach Methods and Results:**
N/A
- **Feedback Summary:**
N/A

BUDGET IMPACT:

Total Cost:

Finance included COLAs and salary adjustments in the 2023-2024 Budget documentation that was presented to Council. This means effective January 1, 2024, salary adjustments are budgeted for and can be provided to employees in the pay plans listed above.

Approved in current biennial budget: ☒ Yes ☐ No ☐ N/A

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):

N/A

Budget/Funding Constraints:

N/A

☐ **Additional budget details attached**

COUNCIL REVIEW:

Previous Contact(s)

Date	Meeting	Requested Action
11/14/2023	Committee of the Whole - Finance, Administration, and Communications	Provide Direction

Proposed Upcoming Contact(s)

Date	Meeting	Requested Action
N/A	None proposed at this time	N/A

Time Constraints:

Implementation of wage and salary range changes is targeted for January 1, 2024. Approval in 2023 will allow HR and Payroll staff time to complete the required communicating, processing, and implementing of the changes.

ANTICIPATED RESULT IF NOT APPROVED:

If not immediately approved or approval is substantially delayed, the result will be calculating retroactive pay, which could result in payroll processing errors due to the complexity of retro-calculations to January 1, 2024. If not approved at all, then there will be no pay plan changes/COLA adjustments, resulting in the union groups filing multiple unfair labor practices (ULPs) against the City for failure to negotiate changes in working conditions (pay) to their CBAs, overall loss of market wage competitiveness, and a potential impact to employee retention, especially for non-represented employees. Annual pay plan updates must be implemented in accordance with the union CBAs that have previously been negotiated with the unions and approved by City Council. Any delays to implementation must be negotiated with the unions prior to the change being effective, with non-represented employees being treated similarly.

ATTACHMENTS:

Attachment A: Proposed Salary Ordinance for AFSCME and AFSCME Supplemental Pay Plans

Exhibit 1: 2024 AFSCME Pay Plan "A"

Exhibit 2: 2024 AFSCME Supplemental Pay Plan "AF-S"

Attachment B: Proposed Salary Ordinance for RCHEA and RCHEA Supplemental Pay Plan

Exhibit 1: 2024 RCHEA Pay Plan "R"

Exhibit 2: 2024 RCHEA Pay Plan "RS"

Attachment C: Proposed Salary Ordinance for Executive Pay Plan

Exhibit 1: 2024 Executive Pay Plan "E"

Attachment D: Proposed Salary Ordinance for Non-Represented and Non-Represented Supplemental Pay Plans

Exhibit 1: 2024 Non-Represented Pay Plan "N"

Exhibit 2: 2024 Non-Represented Supplemental Pay Plan "N-S"

Attachment E: Proposed Salary Ordinance for General Supplemental Pay Plan

Exhibit 1: 2024 General Supplemental Pay Plan "G-S"

Attachment F: Proposed Salary Ordinance for Police Officer, Corporal, and Sergeant Pay Plan

Exhibit 1: 2024 Police Officer, Corporal, and Sergeant Pay Plan "P"

Attachment G: Proposed Salary Ordinance for Police Lieutenants Pay Plans

Exhibit 1: 2024 Police Lieutenants Pay Plan "T"

Attachment H: Proposed Salary Ordinance for Police Support and Supplemental Police Support Pay Plans

Exhibit 1: 2024 Police Support Pay Plan "PS"

Exhibit 2: 2024 Supplemental Police Support Pay Plan "S-PS"

Attachment I: Proposed Salary Ordinance for Fire Support

Exhibit 1: 2024 Fire Support Pay Plan "FS"

Attachment J: Resolution Exempting Deputy Fire Director from At Will Status