



## Memorandum

**Date:** 11/18/2025  
**Meeting of:** City Council

**File No.** AM No. 25-188  
**Type:** Staff Report

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

|                 |               |              |
|-----------------|---------------|--------------|
| Human Resources | Cathryn Laird | 425-556-2125 |
|-----------------|---------------|--------------|

**DEPARTMENT STAFF:**

|                 |            |                   |
|-----------------|------------|-------------------|
| Human Resources | Mary Grady | Senior HR Analyst |
|-----------------|------------|-------------------|

**TITLE:**

Proposed Updates to the 2026 Pay Plans

**OVERVIEW STATEMENT:**

Due to the 2026 Cost of Living Adjustments (COLA), the following salaries and Pay Plans are being updated: AFSCME Regular ("A") and AFSCME Supplemental ("AF-S"); Elected Official ("EO"); Non-represented Executive ("E"); Non-represented Regular ("N") and Non-represented Supplemental ("N-S"); General Supplemental ("G-S"); Police Commissioned ("P"). New classifications of Assistant Chief Operating Officer, Paralegal, Financial Analyst - Principal, and Human Resources Generalist are being requested. In addition, select titles and salaries have been removed or changed due to market adjustment. 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.
- **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 CBA that was negotiated with the union and approved by City Council in 2024, the 2026 COLA for AFSCME "A" and "AF-S" Pay Plans are provided following the AFSCME percentage of 2.3%, based on first half 2025 CPI-W, with a minimum of 2% and a maximum of 5%.

Non-Represented. Changes to non-represented "EO," "E," "N," "N-S," and "G-S" Pay Plans are provided a 2026 COLA increase. The increases are to ensure those salary ranges remain within market. Changes to the "EO" Pay Plan include a 2026 COLA increase of 2.3%, based on first half 2025 CPI-W, with a minimum of 2% and a maximum of 5%. Changes to the "E," "N," "N-S," and "G-S" Pay Plans include a 2026 COLA increase of 3.8%. Changes to the "E" Pay Plan include adding a new classification titled Assistant Chief Operating Officer. Additionally, the salary grades on Pay Plan "E" have been adjusted by market and the following titles have been updated and/or moved to new salary grades: City Attorney, Parks & Recreation Director, Deputy City Attorney, Deputy Fire Director, Deputy Public Works Director, and Deputy Chief Information Officer. Changes to the "N" and "N-S" Pay Plans include adding new classifications titled Paralegal, Financial Analyst-Principal, and Human Resources Generalist. Additionally, the salary grades on Pay Plan "N" have been adjusted by market and the following titles have been moved to new salary grades: City Engineer, Information Services Manager, Security Compliance Manager, Planning Manager, Public Works Maintenance Manager, Utilities Manager, Public Safety Communications Manager, Police Support Services Manager, DEI Program Advisor, Human Resources Analyst - Senior, Real Property Manager, Police Crime Analyst (Limited Duration), and Police Program Coordinator (Limited Duration). The following titles have been eliminated from Pay Plan "N": Purchasing/Contracting Manager and Payroll Analyst.

Police Commissioned. In accordance with the Police Commissioned CBA that was negotiated with the union and approved by City Council in 2024, the 2026 COLA for the "P" Pay Plan will be 2.3%, based on first half 2025 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 2025-2026 Budget documentation that was presented to Council. This means effective January 1, 2026, 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 |
|------|----------------------------------------|------------------|
| N/A  | Item has not been presented to Council | N/A              |

**Proposed Upcoming Contact(s)**

| Date      | Meeting          | Requested Action |
|-----------|------------------|------------------|
| 12/2/2025 | Business Meeting | Approve          |

**Time Constraints:**

Implementation of wage and salary range changes is targeted for January 1, 2026. Approval in 2025 will allow HR and Payroll staff time to complete the required communicating, processing, and implementing of the changes without the need for retroactive pay.

**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, 2026. 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: Presentation

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

Exhibit 1: 2026 AFSCME Pay Plan "A"

Exhibit 2: 2026 AFSCME Pay Plan "AF-S"

Attachment C: Proposed Salary Ordinance for Executive Pay Plan

Exhibit 1: 2026 Executive Pay Plan "E"

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

Exhibit 1: 2026 Non-Represented Pay Plan "N"

Exhibit 2: 2026 Non-Represented Supplemental Pay Plan "N-S"

Attachment E: Proposed Salary Ordinance for General Supplemental Pay Plan

Exhibit 1: 2026 General Supplemental Pay Plan "G-S"

Attachment F: Proposed Salary Ordinance for Elected Official Pay Plan

Exhibit 1: 2026 Elected Official Pay Plan "EO"

Attachment G: Proposed Salary Ordinance for Police Commissioned Pay Plan

Exhibit 1: 2026 Police Commissioned Pay Plan "P"