



Memorandum

**Date:** 8/5/2024  
**Meeting of:** City Council Special Meeting

**File No.** AM No. 24-117  
**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	Mary Grady	Senior Human Resources Analyst
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**TITLE:**

Adoption of an Ordinance Updating the Mayor’s Salary

- a. Ordinance No. 3173: An Ordinance of the City of Redmond, Washington, Amending Pay Plan “EO” in Order to Set Salaries for the Mayor for the Year 2024; Providing for Severability and Establishing an Effective Date

**OVERVIEW STATEMENT:**

Effective September 1, 2024, update the Mayor’s “EO” pay plan by providing a Cost-of-Living Adjustment (COLA) and applying the increase to the Mayor’s base wage.

- Additional Background Information/Description of Proposal Attached**

**REQUESTED ACTION:**

- Receive Information**
- Provide Direction**
- Approve**

**REQUEST RATIONALE:**

- **Relevant Plans/Policies:**  
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:**  
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 and information regarding the Mayor’s salary was reviewed during the June 25, 2024 Study Session and July 9, 2024 Committee of the Whole (FAC) to assist Council in determining whether a change will be made to the Mayor’s salary and corresponding “EO” pay plan. Council is being asked to approve the following:

Mayor’s “EO” Pay Plan Change and apply to the Mayor’s base salary as follows:

- Increase base salary by a 6% Cost of Living Adjustment (COLA), effective September 1, 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  
Committee of the Whole, Parks/Enviro.: July 23, 2024  
Business Meeting Consent: August 5, 2024
- **Outreach Methods and Results:**  
N/A
- **Feedback Summary:**  
N/A

**BUDGET IMPACT:**

**Total Cost:**

2024 expenses have been budgeted.

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

**Budget Offer Number:**

Offer # 0000029 (Executive Leadership)

**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)**

<b>Date</b>	<b>Meeting</b>	<b>Requested Action</b>
6/11/2024	Committee of the Whole - Finance, Administration, and Communications	Receive Information
6/25/2024	Study Session	Provide Direction
7/9/2024	Committee of the Whole - Finance, Administration, and Communications	Provide Direction
7/23/2024	Committee of the Whole - Parks and Environmental Sustainability	Provide Direction

**Proposed Upcoming Contact(s)**

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

**Time Constraints:**

N/A

**ANTICIPATED RESULT IF NOT APPROVED:**

Mayor's salary will remain the same.

**ATTACHMENTS:**

Attachment A: Ordinance  
Exhibit 1: 2024 "EO" Elected Official Pay Plan