

CITY COUNCIL AGENDA TOPIC

Ordinance amending Ordinance 6793 to replace the previously adopted job classification listing with pay grades with an updated classification listing that includes non-represented public safety classifications in the Executive (E) and Mid-Management (M) Pay Plans.

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EXECUTIVE SUMMARY

ACTION	This Ordinance replaces the existing job classification listing previously adopted by Ordinance 6793 with an updated classification listing that includes certain non-represented public safety classifications.
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RECOMMENDATION

Move to adopt Ordinance No. 6801

BACKGROUND/ANALYSIS

On June 18, 2024, Council adopted Ordinance 6793, modifying the 2023-2024 Biennium Budget to incorporate recommendations from a recent salary study. As previously discussed, the City identified a need to broadly assess the non-represented jobs' pay ranges, to ensure that the compensation system is competitive with the market and effective at attracting and retaining a diverse, talented, and productive workforce, while being fiscally sustainable and equitably administered. Such an assessment had not been performed since the pre-existing salary structure for these positions was adopted for the 2001-2002 budget. Management believed that some recent challenges in hiring and retaining staff for certain positions were due to pay and illustrated the need to conduct such a survey.

In 2023, the City hired Segal, a prominent benefits and Human Resources consulting firm, to conduct the market study in collaboration with Bellevue's Human Resources Department (HR) with input from department directors, deputy directors, and assistant directors and under guidance of the City Managers and Budget Offices. Segal conducted a study of salaries at peer organizations in similar jurisdictions, and incorporated private sector data, to determine "market rates" for the most used roles in the City's compensation system. The results of the study indicated that the City was providing "at market" compensation for slightly less than half of the surveyed roles (47 percent), that it was slightly "behind market" for half of the surveyed roles (49 percent), and was "leading the market" for a few of the roles (4 percent). On average, the midpoints of the City's salary ranges were 8percent behind market.

Segal, using these results, helped City HR staff develop updated salary ranges and slot current classifications into the updated ranges. Roles "behind market" were moved up in ranges. Those roles

that were already “at market” were kept at or near their prior pay ranges. The few roles already leading the market will remain in ranges that are approximate to the City’s 2023 rates when the study commenced.

In the process of updating the classification list to incorporate the revised pay plans and changes from the market adjustments, five classifications in public safety positions were erroneously omitted. The revised salary schedules Council approved on June 18 already include the grades corresponding to these classifications and do not need to be further amended. The updated job classification listing has been revised to include all actively used classifications at the City of Bellevue for the 2024 calendar year.

POLICY & FISCAL IMPACTS

Policy Impact

N/A

Fiscal Impact

The omission of the five public safety classifications from the list did not have any impact on the previous fiscal impact shared with Council at the June 18, 2024 meeting.

OPTIONS

1. Adopt the Ordinance amending Ordinance 6793 to replace the previously adopted job classification listing with pay grades with an updated classification listing that includes non-represented public safety classifications in the Executive (E) and Mid-Management (M) Pay Plans.
2. Do not adopt the Ordinance and provide alternative direction to staff.

ATTACHMENTS

A. Classification Titles with Pay Grades
Proposed Ordinance No. 6801

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