

Bellevue Salary Commission August 14, 2024

Review of the current salary and compensation schedule of councilmembers and introductory training on compensation studies and methodologies.




Agenda

Review Responsibilities of the Commission



Review the current schedule of compensation and benefits for Council Members, Deputy Mayor, and Mayor positions



Learn the fundamentals of a “salary study” and what to expect from the consultants

Goal: Provide a foundation for the work the commissioners will be doing to fulfill their responsibilities.

Responsibilities of Commission and Consultant Role

Responsibilities of Commission (BCC 3.60.060)

- A. To study the relationship of salaries to the duties of mayor, deputy mayor and council members and to study the costs personally incurred by council members in performing such duties;
- B. To study the relationship of Bellevue city council salaries and benefits to those salaries and benefits of council members in surrounding city jurisdictions and other current market conditions;
- C. To establish salary and benefits by either increasing or decreasing the existing salary and benefits of each position by an affirmative vote of not less than three members;
- D. To review and file a salary and compensation schedule with the city clerk no later than December 31, 2016, and if a new independent salary commission is appointed thereafter, by December 1st in any subsequent year. (Ord. 6322 § 2, 2016; Ord. 6306 § 1, 2016.)

Consultant's Role

- ✓ 1. The Consultants (and HR Staff) will help the Commission fulfill their responsibility to study the relationships of council members salary and benefits to the duties of the roles, to the costs incurred, and to compensation provided by surrounding jurisdictions and market condition by collecting, organizing, and analyzing data on behalf of the commission.
- ✓ 2. The Consultants will, leveraging their subject matter expertise, provide up to 3 recommendations on how to adjust the salary and benefits of councilmembers based on market data and the Commission's input.

Current Schedule of Compensation and Benefits

Current Schedule of Compensation and Benefits

Councilmember

Salary:

- \$28,728.00/year
\$2,394.00/month
\$552.46/week

All other compensation is the same.

Deputy Mayor

Salary:

- \$30,468.00/year (+\$1,740 or 6.1%)
\$2,539.00/month
\$585.92/week

All other compensation is the same.

Mayor

Salary:

- \$33,948.00/year (+\$5,220 or +18.17%)
\$2,829.00/month
\$652.85/week

All other compensation is the same.

Health Insurance:

- May choose b/w Bellevue's PPO plan (Premera Choice) or an HMO plan (Kaiser Permanente) for medical.
 - (Those in office prior to 2018, may participate in CORE PPO Plan)
- May choose between Delta Dental (PPO) and Willamette (HMO) for Dental.
- Also have vision option through VSP

Retirement

- Option to participate in State's Public Employees Retirement Plan (either PERS 2 or PERS 3) via statute.
- Option to participate in City's 401K plan (MEBT) with employer match of up to 6.3%

Misc.

- Receive car allowance of \$352.12/month (*increases with 100% of CPI-W June each year*)*
- Eligible to receive \$65.00/month in a phone/data stipend.
- Do not accrue vacation or sick leave, but salary is not charged for absences or breaks.

*Council generally receives the same benefits as unrepresented staff except for the car allowance, which is not available to staff outside of executive roles.



Overview of Duties and Assignments

Councilmember

The City of Bellevue is the 5th largest City in Washington. Bellevue is a Council-Manager form of government with a part-time Council of 7 elected members that serve 4-year terms.

Councilmembers are the policy and law-making body of the City. The

following are the primary powers and responsibilities of the City Council:

- Establish policy including adopting goals and objectives and setting the priorities of the City
- Enact local laws
- Appoint (hire) and supervise the City Manager
- Cultivate and maintain relationship with residents, community and regional partners, and city staff.
- Provide public leadership

Deputy Mayor

In addition to the duties of a Council Member, the Deputy Mayor is expected to perform the duties and responsibilities of the Mayor in his/her absence.

The Deputy Mayor is elected once the Mayor is selected and his/her term will run concurrently with the Mayor.

Mayor

In addition to the duties of a Council Member, the Mayor serves as the presiding officer and acts as chair at all City Council Meetings. The role of Mayor includes the following:

- Chair Council meetings
- Represent the Council as a whole
- Initiate and execute proclamations
- Ceremonial representative at public events
- Point of contact for the City

Biennially, in even numbered years, at the first meeting of the new Council, the members will choose a presiding officer from their members who will have the title of Mayor.

Overview of Duties and Assignments

Lynn Robinson, Mayor

- King County Emergency Medical Services Advisory Task Force
- Greater Seattle Partners Board
- King County Affordable Housing Committee
- Sound Cities Association North End Mayors
- Sound Cities Association Large City Mayors
- Puget Sound Regional Council Executive Board
- Puget Sound Regional Council Economic Development Board Alternate
- Washington Technology Industry Association Cascadia Blockchain Council
- Washington Internet of Things Council
- LEOFF 1 Pension Board Liaison

Mo Malakoutian, Deputy Mayor

- King County Cities Climate Collaboration
- Sound Cities Association Deputy Mayors/Council Presidents
- Mental Illness Drug Dependency Steering Committee
- Mental Illness Drug Dependency Advisory Committee
- Planning Commission Liaison
- Youth Link Board Liaison

Jared Nieuwenhuis, Councilmember

- Eastside Transportation Partnership
- Puget Sound Regional Council Transportation Policy Board Alternate
- Sound Cities Association Public Issues Committee
- Association of Washington Cities Federal Legislative Priorities Committee
- King County Growth Management Planning Council
- Bellevue Convention Center Authority
- Transportation Commission Liaison

Conrad Lee, Councilmember

- Greater Seattle Partners Executive Council
- King County Regional Water Quality Committee
- Puget Sound Regional Council Economic Development Board
- Sound Cities Association Equity and Inclusion Cabinet
- Environmental Services Commission Liaison

Overview of Duties and Assignments

Dave Hamilton, Councilmember

- Cascade Water Alliance Board
- Cascade Water Alliance Finance and Management Committee
- Cascade Water Alliance Resource Management Committee
- Puget Sound Regional Council Growth Management Policy Board
- Puget Sound Regional Council Transportation Policy Board
- Sound Cities Association Public Issues Committee
- Fire Pension Board
- Bellevue Library Advisory Board Liaison
- Parks & Community Services Board Liaison
- Probation Advisory Board

John Stokes, Councilmember

- Cascade Water Alliance Board Alternate
- Cascade Water Alliance Finance and Management Committee
- Cascade Water Alliance Resource Management Committee
- King Conservation District Advisory Committee
- King County Eastrail Regional Advisory Council
- King County Lake Sammamish Kokanee Work Group
- King County Flood Control District Advisory Committee
- Association of Washington Cities Large City Advisory Committee
- Arts Commission Liaison
- Bellevue School Board Liaison
- Issaquah School Board Liaison
- Special Events Committee Liaison

Janice Zahn, Councilmember

- King County Regional Transit Committee
- King County Cities Climate Collaboration
- Puget Sound Regional Council Executive Board Alternate
- Puget Sound Regional Council Growth Management Policy Board
- Association of Washington Cities Federal Legislative Priorities Committee
- Association of Washington Cities Diversity, Equity, Inclusion and Belonging Cabinet
- State Department of Transportation I-405/SR 167 Executive Advisory Group and I-5 Study Group
- Eastside Human Services Forum Executive Board
- Human Services Commission Liaison
- LEOFF 1 Pension Board Liaison

Compensation Fundamentals

To Establish Salary and Benefits ... Comp 101

Definition: Compensation refers to the total of all rewards provided to employees in return for their services.

Components:

- **Base Salary:** The fixed amount of money paid to an employee by an employer in return for work performed.
- **Bonuses:** Additional compensation given to employees as a reward for achieving specific goals or exceptional performance.
- **Benefits:** Non-wage compensation provided to employees, which may include health insurance, retirement plans, and paid time off.
- **Incentives:** Rewards given to employees to encourage higher performance or productivity, often linked to specific achievements.

Importance:

- **Attracts Talent:** Competitive compensation packages help attract skilled and talented employees to the organization.
- **Retains Employees:** Fair and rewarding compensation can reduce turnover and retain valuable employees.
- **Motivates Performance:** Well-structured compensation systems motivate employees to perform at their best and align their efforts with organizational goals.

To Establish Salary and Benefits ... Comp 101

Value of a Compensation System in the Public Sector

Value:

- Attracting and Retaining Talent
- Enhancing Employee Performance and Motivation
- Promoting Equity and Transparency
- Supporting Budget and Financial Planning

Challenges:

- Budget Constraints
- Political and Public Scrutiny
- Balancing Equity and Performance

Keep in mind, however, that being an elected representative is not typical employment ...

Developing a Compensation Schedule “General Process”

Goals:

- **Align with Organizational Objectives:** Ensure compensation practices support the organization’s strategic goals.
- **Ensure Competitiveness:** Offer compensation that is competitive in the labor market to attract and retain talent.
- **Maintain Fairness:** Implement equitable pay practices to ensure all employees are fairly compensated for their contributions.

Steps:

- **Assess Market Rates:** Conduct salary surveys and benchmarking studies to understand the prevailing compensation rates for various roles.
- **Define Pay Structure:** Establish pay grades and ranges to provide a framework for setting and adjusting salaries.
- **Evaluate Jobs:** Use job evaluation methods such as job ranking, job classification, and point-factor analysis to determine the relative worth of each job within the organization.

To Study the Relationship of ... assessing market rates

To study councilmember compensation, we must identify relevant comparator jurisdictions and key factors influencing compensation, such as job duties, expenses personally incurred by councilmembers, and other market conditions.

In private sector (and unrepresented roles), relevant comparators are generally:

- Employers who compete for the same occupations or skills required
- Employers who compete for employees within the same regions
- Employers who compete with the same products or services

We are not in direct competition, however, for councilmembers with other Cities.

Under Public Employees Collective Bargaining Act, for represented employees, comparators are:

Jurisdictions between 50% to 150%* on at least 2 of the following:

- Population
- Assessed Valuation
- Taxes (Property)

Bellevue has a relatively high valuation and tax base per capita such that it is difficult to find enough peers that meet these criteria

*Some arbitrators under the PECBA use 50% to 200% for symmetry at top and bottom of range.

To Study the Relationship of ...

Bellevue City Code provides guidance on your analysis to “surrounding city jurisdictions...” Other factors that may help determine relevance:

- Type of Government (Council-Manager vs. Council-Mayor)
- Budgets
- Scope of Services (e.g. types of services offered such as Power Utility or Fire Suppression)
- Staff Size
- Economic activity (growth, types of industries,)

Do you have any questions, concerns, or request for further information?

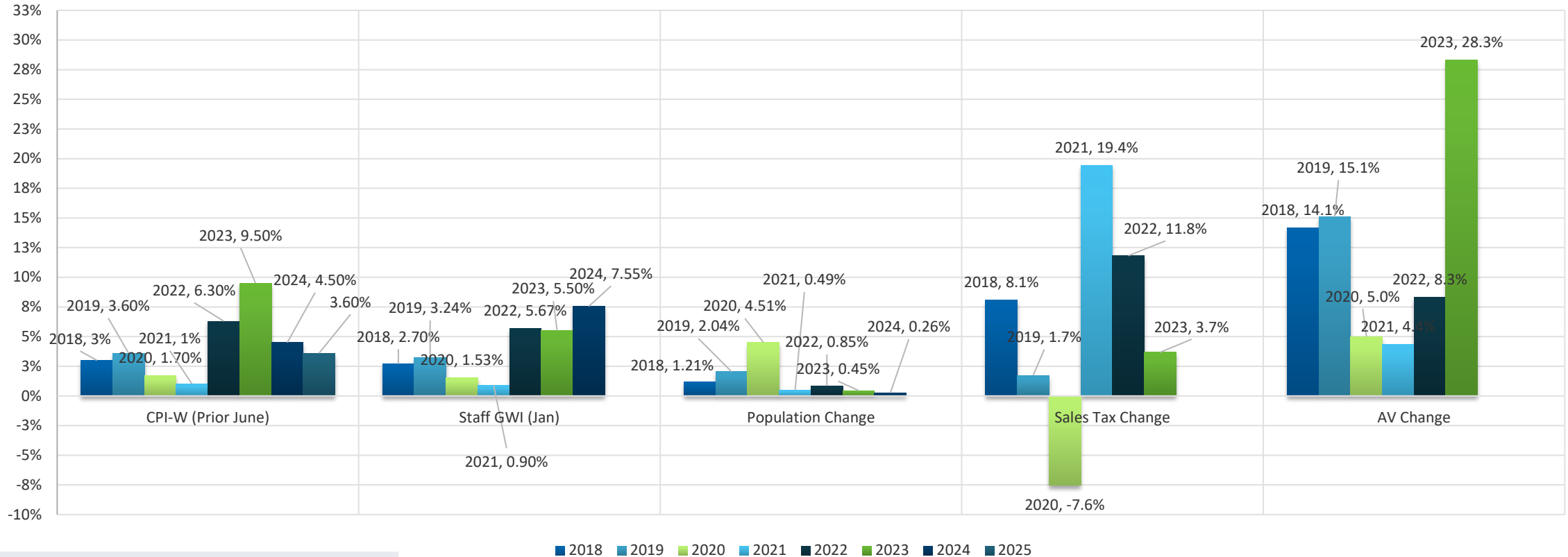


Appendix

Additional reference.

Current Schedule Is Unchanged Since Enacted in 2017

Annual % Change in a few Indicators for Bellevue



CPI	Bureau of Labor Statistics
Staff GWI	Bellevue HR
Pop. Change	WA OFM April 1 Estimates
Sales Tax	WA Dept of Revenue Local Sales and Use Tax Distribution
AV	WA Dept of Revenue Local Taxing District Level Details



Insurance Premium Rates (2024)

Non-Represented Rates		Effective January 1, 2024				
Plan	Plan Code	Coverage Level	Level Code	Total Monthly Premium	City Contribution	Employee Contribution
Kaiser Medical	2015	Employee Only	EE	\$ 755.80	\$ 755.80	\$ -
		Employee + Spouse	ES	\$ 1,561.93	\$ 1,481.32	\$ 80.61
		Employee + Child(ren)	EC	\$ 1,342.08	\$ 1,283.45	\$ 58.63
		Employee + Family	EF	\$ 2,368.04	\$ 2,206.82	\$ 161.22
Premera Choice Medical	2011	Employee Only	EE	\$ 773.90	\$ 773.90	\$ -
		Employee + Spouse	ES	\$ 1,599.35	\$ 1,516.80	\$ 82.55
		Employee + Child(ren)	EC	\$ 1,374.23	\$ 1,314.20	\$ 60.03
		Employee + Family	EF	\$ 2,424.76	\$ 2,259.67	\$ 165.09
Premera Core Medical	2010	Employee Only	EE	\$ 884.27	\$ 815.83	\$ 68.44
		Employee + Spouse	ES	\$ 1,856.97	\$ 1,561.50	\$ 295.47
		Employee + Child(ren)	EC	\$ 1,591.69	\$ 1,385.73	\$ 205.96
		Employee + Family	EF	\$ 2,829.67	\$ 2,346.08	\$ 483.59
Delta Dental	2200	Employee Only	EE	\$ 63.53	\$ 55.91	\$ 7.62
		Employee + Spouse	ES	\$ 117.84	\$ 98.27	\$ 19.57
		Employee + Child(ren)	EC	\$ 145.04	\$ 119.48	\$ 25.56
		Employee + Family	EF	\$ 199.39	\$ 161.88	\$ 37.51
Willamette Dental	2210	Employee Only	EE	\$ 72.75	\$ 63.52	\$ 9.23
		Employee + Spouse	ES	\$ 132.50	\$ 110.14	\$ 22.36
		Employee + Child(ren)	EC	\$ 163.30	\$ 134.15	\$ 29.15
		Employee + Family	EF	\$ 216.85	\$ 175.92	\$ 40.93
VSP Exam	2400	Employee Only	EE	\$ 0.72	\$ 0.72	\$ -
		Employee + Spouse	ES	\$ 1.29	\$ 1.29	\$ -
		Employee + Child(ren)	EC	\$ 1.30	\$ 1.30	\$ -
		Employee + Family	EF	\$ 2.18	\$ 2.18	\$ -
VSP Exam + Hardware	2405	Employee Only	EE	\$ 14.61	\$ 0.72	\$ 13.89
		Employee + Spouse	ES	\$ 22.90	\$ 1.29	\$ 21.61
		Employee + Child(ren)	EC	\$ 23.37	\$ 1.30	\$ 22.07
		Employee + Family	EF	\$ 37.61	\$ 2.18	\$ 35.43

City Comparison

City	Population (2024)	County	Class	Form of Government	% of COB Pop	% of COB Assessed Valuation	% of COB Sales Tax Revenue	% of COB Levy Amount	% of COB Budget	Other?
Spokane	233,000	Spokane	First	Mayor-Council	150%	34%	68%	84%		
Tacoma	225,100	Pierce	First	Council-Manager	145%	44%	68%	83%		
Vancouver	202,600	Clark	First	Council-Manager	131%	35%	64%	85%		
Bellevue	155,000	King	Code	Council-Manager	100%	100%	100%	100%		
Kent	140,400	King	Code	Mayor-Council	91%	32%	37%	39%		
Everett	114,800	Snohomish	First	Mayor-Council	74%	27%	42%	46%		
Renton	108,800	King	Code	Mayor-Council	70%	29%	41%	29%		
Spokane Valley	108,800	Spokane	Code	Council-Manager	70%	16%	35%	16%		
Federal Way	102,500	King	Code	Mayor-Council	66%	17%	22%	14%		
Yakima	99,370	Yakima	First	Council-Manager	64%	10%	25%	24%		
Bellingham	97,270	Whatcom	First	Mayor-Council	63%	20%	38%	31%		
Kirkland	96,710	King	Code	Council-Manager	62%	49%	33%	39%		
Auburn	88,950	King/Pierce	Code	Mayor-Council	57%	2%	25%	28%		
Kennewick	87,120	Benton	Code	Council-Manager	56%	10%	28%	17%		
Pasco	82,220	Franklin	Code	Council-Manager	53%	10%	22%	14%		
Redmond	80,040	King	Code	Mayor-Council	52%	40%	57%	36%		
Seattle	797,700	King	First	Mayor-Council	515%	312%	337%	681%		

