

ORDINANCE NO. 2251

ORDINANCE ESTABLISHING THE 2025 BASE SALARY AND WAGE SCHEDULE FOR UNREPRESENTED (A/K/A NON-UNION) POSITIONS

WHEREAS, the City needs to establish the salary and wage schedule that will apply for the City's unrepresented (a/k/a non-union) positions during the remainder of the calendar year of 2025;

NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF SELAH, WASHINGTON, DO ORDAIN AS FOLLOWS:

Section 1. Salary and Wage Rates for 2025. During the remainder of the calendar year of 2025, the following respective monthly salary ranges and hourly wage ranges will apply for the City's unrepresented (a/k/a non-union) positions:

<u>Full-Time Regular Employee</u> <u>Positions Established by</u> <u>SMC 1.10.031(f):</u>	<u>(all figures are gross)</u> <u>(ranges are approx. 15% unless noted)</u> <u>Monthly Salary:</u>
<b>Executive</b>	
<u>Administration</u>	<u>minimum</u> <u>maximum</u>
City Administrator	\$10,080      \$11,825
Finance Director	\$9,030      \$10,638
City Attorney	\$13,545      \$15,824
City Clerk	\$6,720      \$7,879
HR & Community Outreach Spec.	\$4,594      \$5,362
Payroll & Accts. Pyabl. Spclst.	\$4,594      \$5,362
Utility Billing Specialist	\$4,594      \$5,362
Court Clerk & Administrator	\$4,594      \$5,362
<u>Community Services</u>	
Community Services Mngr.	\$5,355      \$6,260
Recr. Coord. – Youth Sports	\$4,594      \$5,362
Facility Coord. – Civic Center	\$4,594      \$5,362
<u>Public Works</u>	
<u>Administration &amp; Utilities</u>	
Public Works Director	\$9,030      \$10,638
Public Works Utility Supervisor	\$7,875      \$9,262
Public Works Engineer Tech.	\$4,830      \$5,637
Public Works Admin. Asst.	\$4,594      \$5,362

**Community Development**

Community Dvlpmnt. Superv.	\$7,875	\$9,262
City Planner	\$6,694	\$7,875
Building & Code Inspector	\$5,250	\$6,240
Code Enfor. & Strwtr. Mgmt.	\$4,594	\$5,362
Plnng. & Bldg. Permit Spclst.	\$4,594	\$5,362

**Wastewater Treatment Plant**

WWTP. Supervisor	\$7,245	\$8,537
WWTP. Lab Tech IV	\$5,775	\$6,641
WWTP. Lab Tech III	\$5,565	\$6,528
WWTP. Operator IV	\$5,565	\$6,528
WWTP. Operator III	\$5,355	\$6,250
WWTP. Operator II	\$4,935	\$5,856
WWTP. Operator I	\$4,673	\$5,458
WWTP. Operator Trainee	\$4,305	\$5,061
WWTP. Mechanic	\$4,620	\$5,408

**Police Department**

Police Chief	\$10,462	\$12,216
Police Lieutenant	\$9,030	\$10,584

**Fire Department**

Fire Chief	\$11,211	\$13,190
(step ranges of approx. 4%)		
Deputy Fire Chief - Step 3	\$10,536	\$10,936
Deputy Fire Chief - Step 2	\$10,135	\$10,536
Deputy Fire Chief - Step 1	\$9,856	\$10,135
Assistant Fire Chief – Step 3	\$10,032	\$10,383
Assistant Fire Chief – Step 2	\$9,693	\$10,032
Assistant Fire Chief – Step 1	\$9,457	\$9,693
Fire Dept. Admin. Asst.	\$4,593	\$5,362
Captain - Step 3	\$8,302	\$8,529
Captain - Step 2	\$8,074	\$8,302
Captain - Step 1	\$7,918	\$8,074
Lieutenant - Step 3	\$7,710	\$7,918
Lieutenant - Step 2	\$7,503	\$7,710
Lieutenant - Step 1	\$7,122	\$7,503
Firefighter - Step 3	\$6,551	\$7,122
Firefighter - Step 2	\$5,788	\$6,551
Firefighter - Step 1	\$5,543	\$5,788
Firefighter - Probationary	\$4,711	\$5,543

**Part-Time, Seasonal & Temporary Positions:**

	<b>(all figures are gross)</b>	
	<b>Hourly Rate:</b>	
Office Assistant	\$18.46	\$21.54
PW Laborer II	\$19.57	\$22.61
PW Laborer I	\$16.66	\$19.30
Recr. Sports Supervisor	\$16.66	\$19.30
Recr. Programs: Sports Ref. III	\$16.66	\$18.08
Recr. Programs: Sports Ref. II	\$16.66	\$17.76
Recr. Programs: Sports Ref. I or Scorekeeper	\$16.66	\$17.64

*The state-wide minimum wage during 2025 will be \$16.66 per hour. As allowed by state law, any referee or scorekeeper who is 14 or 15 years of age may be employed at an hourly rate that is 85% of the then-applicable minimum wage, which will equate to \$14.16 per hour during the calendar year of 2025.*

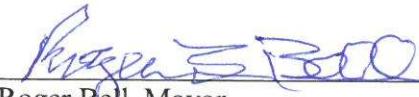
**Section 2. Clarifications and Cross-References.** The following clarifications and cross-references apply:

- a. Not every position recited above is presently occupied as of the date of this Ordinance and the City is not required to fill every position. As allowed by SMC 1.10.031(e), some positions recited above are nonexclusive positions, which means that multiple people may occupy those positions at the same time.
- b. As allowed by SMC 1.10.031(a) & (c), additional or different positions may be created at the discretion of the Mayor, and multiple positions may be combined at the discretion of the Mayor so long as the salary/wage rate paid to any person occupying a combined position does not exceed the maximum amount specified on this Ordinance for the highest-paid of the combined positions or a new amount specifically approved by the City Council.
- c. This Ordinance establishes a salary/wage range for each position. Whenever the City advertises an opening as to any position recited above, the full salary/wage range should be specified within the advertisement(s). Any new person hired into a fulltime position recited above should ordinarily begin at, or near, the minimum rate amount specified for that position. Thereafter, one or more periodic salary/wage increase(s) should occur when appropriate prior to the person then earning the maximum salary/wage for the fulltime position. When a person is promoted from a fulltime position to a higher fulltime position, the person may immediately be paid the maximum rate specified for the higher fulltime position at the discretion of the Mayor.
- d. This Ordinance only establishes base salary rates and base wage rates. By contrast, it does not establish, guarantee or restrict any fringe benefits (such as insurance coverage, vacation and leave accruals, and retirement accruals), any longevity pay accruals or any overtime or comp time accruals that might exist or apply.

- e. As reflected by its title and body, this Ordinance only pertains to unrepresented (a/k/a non-union) positions. Represented employees (a/k/a union members) will be paid the salaries/wages specified by the then-applicable Collective Bargaining Agreement (or other union contract) that governs their employment. As of the date of this Ordinance, most Police Department employees and many Public Works Department employees are represented employees (a/k/a union members).
- f. Ordinance No. 2239 preceded the instant Ordinance and was applicable for an earlier portion of the year of 2025, and another predecessor Ordinance may have been enacted on the same date as the instant Ordinance immediately prior to the enactment of the instant Ordinance. Ordinance No. 2216 and its successors (Ordinance Nos. 2218, 2221, 2222, 2233, and 2235) were the applicable salary and wage ordinances for the year of 2024.

Section 3. Publishing and Effective Date. A summary of this Ordinance shall be published in the City's official newspaper, consistent with RCW 35A.12.120 and .160. This Ordinance shall take effect and be in full force five calendar days following publication.

PASSED AND ORDAINED BY THE CITY COUNCIL OF THE CITY OF SELAH, WASHINGTON,  
this 8<sup>th</sup> day of July, 2025.



Roger Bell, Mayor

ATTEST:



Courtney McCarty  
Courtney McCarty, City Clerk

APPROVED AS TO FORM:



Rob Case, City Attorney