

**CITY OF LAKE STEVENS
SALARY COMMISSION MEETING MINUTES**

Monday, November 19, 2018

City Hall Conference Room A, 1812 Main Street, Lake Stevens, WA

CALL TO ORDER: 5:30 p.m. by Commissioner Duerr

COMMISSIONERS PRESENT: Mike Duerr
Sue Fernalld
Michele Hampton
Sam Hassan

COMMISSIONERS ABSENT: None

STAFF MEMBERS PRESENT: H.R. Director, Teri Smith

OTHERS: None

Approval of Salary Commission Meeting Minutes

Director Smith stated that the October 9, 2018 minutes were not ready for this meeting. Agreement to table to the next meeting.

Commissioner Fernalld inquired how the public would be aware of the commission's salary recommendation and change in salary costs since the city's budget hearing had already occurred. Director Smith stated that changes in budget occurred through a budget amendment and would be included with regular council agendas.

Review of Lake Stevens Mayor and Councilmembers Salaries

MOTION by Commissioner Hampton, seconded by Commissioner Fernalld to review Mayor and Councilmember salaries separately. **MOTION** passed unanimously.

Review of Additional Data

Director Smith presented the salary information for all cities in Snohomish County and report of meetings attended by council members since 2015. Director Smith provided responses to questions from Commissioner Hampton via email on November 7, 2018.

Commissioners Duerr and Hassan reviewed what a 3% cost of living adjustment (COLA) would be for the Mayor for each year 2016, 2017, 2018 and 2019; the amount would be \$2,251 in 2019. Commissioner Hassan agreed with the train of thought and inquired if the commission would consider layering in something more. Director Smith noted that the Mayor does not currently receive an additional meeting allowance. Commissioner Hassan suggested that may be even more reason to add something additional. Commissioner Hassan suggested an additional \$250/mo for the Mayor to set apart our Mayor from Arlington, for example. Commissioner Hampton stated that within 4 years the city's budget – which was 'just 10 minutes away' – from crossing the structural deficit line and stated a personal opinion to be fiscally conservative.

Commissioner Fernald stated a concern that the public won't see the change since the budget hearing has already occurred and that her name was tagged on the salary commission but that doesn't mean they didn't earn and deserve it. Commissioner Duerr suggested a hypothetical to see what the increase would be to apply the same increase management received during 2016, 2017, 2018 and 2019; the amount would be approximately \$2,200. Commissioner Duerr suggested the increase be tied to the non-represented COLA increases. Commissioner Fernald stated that the public would see the increase in the budget since the COLA was already included. Commissioner Duerr stated that methodology could pass the smell test. Commissioner Fernald inquired if they were able to propose 3% and then include what non-represented employees received. Commissioner Hampton suggested to tie the increase to the non-represented COLA. Commissioner Fernald stated the commission would not have to play "catch-up" next time it met. Commissioner Hassan stated that if the commission had met annually as in the municipal code that the commission would likely have provided COLAs. Director Smith confirmed that the Municipal Code changed in 2017 from meeting every three years to meeting annually; however, a lack of quorum prevented a meeting in 2017. Commissioner Hampton stated this methodology would provide the Mayor with \$2,200/mo on January 1, 2019 to account for years that the commission didn't meet based on the non-represented COLAs for 2016, 2017, 2018, 2019. Commissioner Hassan suggested there should be a reward for the extra work.

MOTION by Commissioner Hampton, seconded by Commissioner Fernald to increase the salary for the Mayor effective January 1, 2019, to \$2,200 per month based on the non-represented COLAs not provided previously for the years 2016-2019. **MOTION** passed unanimously.

MOTION by Commissioner Hassan, seconded by Commissioner Fernald to provide an additional dollar amount to the Mayor in addition to the COLA. Commissioners Duerr and Hampton stated they were comfortable with the current proposal for the salary. Commissioner Fernald also stated comfort with the salary proposal and suggested when the commission meets next year it could consider extra compensation at that time. **MOTION** withdrawn by Commissioner Hassan.

Commissioner Hampton proposed a change to the extra meetings; for example, ribbon cuttings are counted as a meeting, but not a lot of work goes on there. Commissioner Hassan noted that on average council members attended 2.6 meetings in 2018 at approximately \$195 and 3.3 meetings in 2017 at approximately \$247. Commissioner Duerr reviewed the same COLA for councilmembers which would be approximately \$550/mo. Commissioner Fernald inquired if they could discuss what is a meeting. Discussion ensued with Commissioner Hampton suggesting it should not include ribbon-cutting or ceremonial meetings, and it was determined not to pursue this course at this time. Commissioner Hassan stated there did not appear to be an abuse problem and further it was a good thing to have ribbon-cuttings as it meant growth. Commissioner Fernald suggested increasing the per meeting allowance to \$80 per meeting by using the same COLA analogy just for the last couple of years but that a \$5 increment seemed logical and approximates the COLA.

MOTION by Commissioner Hampton, seconded by Commissioner Hassan to raise base monthly salary for councilmembers to \$550/mo effective January 1, 2019, to take into

account the non-represented COLAs from 2016-2019 that had not been previously considered. **MOTION** passed unanimously.

MOTION by Commissioner Hampton, seconded by Commissioner Hassan to increase councilmember payment per meeting to \$80 with a maximum of 4 meetings per month. **MOTION** passed unanimously.

Commissioner Fernald is interested in council attending meetings versus ceremonial or ribbon-cuttings.

Future Salary Commission Meeting Dates

Director Smith will set the next meeting date for Tuesday, December 4, 2018 at 5:30pm.

Commissioner Fernald would like to see the commission plan to meet earlier in the year in 2019 to avoid being outside of budget hearings. Director Smith suggested attempting to meet in September 2019.

MEETING ADJOURNED at 6:50 p.m.

Respectfully Submitted:



Teri Smith
Human Resources Director/Commission Liaison

Approved By:



Michael Duerr
Chairperson