

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

Monday, December 4, 2018

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

CALL TO ORDER: 5:37 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, City Clerk Kathy Pugh

OTHERS: None

Approval of Salary Commission Meeting Minutes

October 9, 2018 Meeting Minutes: Director Smith noted there is a minor correction on the minutes at page 1 in the second paragraph under Review of Current Budget Status, removing the word "begin" in the second line of that paragraph.

Commissioner Hampton requested at page two, midway in the third full paragraph, that the following sentence be changed to add the underlined words: Commissioner Hampton cautioned on how to proceed in light of our projected deficit to occur in 2021/2022.

MOTION by Commissioner Hassan, second by Commissioner Fernalld, to approve the October 9, 2018 meeting minutes with the noted correction. On vote the motion carried (4-0-0-0).

November 19, 2018 Meeting Minutes: Commissioner Hampton requested changes in the last full paragraph on page 2 to clarify the discussion and better define what constitutes a meeting, and specifically that attendance at events such as ribbon cuttings and other ceremonial events are not true meetings. Also, there was a request to change that paragraph to indicate that the proposed increase is not based on the COLA increase, but approximates it. After much discussion there was consensus to make changes to that paragraph as indicated by underlines and strikeouts below:

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 Fernalld inquired if they could discuss what is a meeting. Discussion ensued with Commissioner Hampton suggested 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 Fernalld suggested increasing the per meeting allowance to \$80 per meeting by using the same COLA just for the last couple of years but that a \$5 increment seemed logical and approximates the COLA.

Commissioner Hassan suggested revisiting this topic in a year.

MOTION by Commissioner Hampton, seconded by Commissioner Fernalld, to approve the November 19, 2018 meeting minutes with the noted corrections. On vote the motion carried (4-0-0-0).

Public Hearing in consideration of the City of Lake Stevens Salary Commission November 19, 2018 Recommendation: New Elected Official Salary Schedule effective January 4, 2019.

Commissioner Duerr opened the public hearing at 5:53 p.m.

Director Smith briefly reviewed the process resulting in the Salary Commission's recommendations on a new Elected Official Salary Schedule and said the new salary schedule will be effective on January 4, 2019, thirty days after this public hearing, unless a referendum petition is filed. Director Smith and Clerk Pugh then responded to commissioners' questions related to process and said this is in compliance with LSMC 2.51.050 and .060.

Commissioner Duerr opened the public comment portion of the hearing. Noting there were no members of the public present, he closed the public comment portion of the hearing, and then closed the public hearing at 5:55 p.m.

Commissioners briefly discussed beginning the salary review earlier in 2019 so that it occurs in conjunction with the City budget cycle. Director Smith will begin the elected officials' salary review in September 2019.

MEETING ADJOURNED at 5:58 p.m.

Respectfully Submitted:

Teri Smith
Human Resources Director/Commission Liaison

Approved By:



Michael Duerr
Chairperson