



**SALARY COMMISSION MEETING AGENDA**  
**City Hall Conference Room A**  
**1812 Main Street, Lake Stevens**  
**Monday, December 2, 2019 – 5:30 p.m.**

CALL TO ORDER: 5:30 P.M.

ROLL CALL

ACTION ITEMS

REVIEW THE MINUTES OF THE PREVIOUS MEETING

- A. Approval of minutes from November 25, 2019 meeting.

PUBLIC HEARING

PUBLIC HEARING FORMAT:

1. Open Public Hearing
2. Staff presentation
3. Open Public Comment portion of hearing
4. Comments from the audience
5. Close public comments portion of hearing
6. Close Public Hearing

- A. Public Hearing in consideration of the City of Lake Stevens Salary Commission November 25, 2019 Recommendation: New Elected Official Salary Schedule effective January 1, 2020.

NEW BUSINESS

ADJOURNMENT

Attachments:

1. Minutes from November 25, 2019 Meeting
2. Comparable Cities Data – Snohomish County Cities Only

***THE PUBLIC IS INVITED TO ATTEND***  
***Special Needs***

*The City of Lake Stevens strives to provide accessible opportunities for individuals with disabilities. Please contact Human Resources, City of Lake Stevens ADA Coordinator, (425)622-9400, at least five business days prior to any City meeting or event if any accommodations are needed. For TDD users, please use the state's toll-free relay service, (800) 833-6384, and ask the operator to dial the City of Lake Stevens City hall number.*

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

Monday, November 25, 2019

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

CALL TO ORDER: 5:34 p.m. by Commissioner Duerr

COMMISSIONERS PRESENT: Mike Duerr  
Sue Fernalld  
Michele Hampton  
Sam Hassan

COMMISSIONERS ABSENT: None

STAFF MEMBERS PRESENT: Interim Human Resources Director and Risk Manager Julie Good

OTHERS: None

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**Approval of Minutes:** **MOTION** by Commissioner Hampton to accept and approve the minutes from the October 28, 2019 meeting, second by Commissioner Hassan. Commissioner Hampton initiated discussion regarding the minutes and whether she correctly recalled that there had been discussion regarding whether an increase in the elected official's compensation should be delayed until the budget is finalized. The minutes were amended to reflect the addition. **MOTION** passed unanimously. **MOTION** by Commissioner Hampton to accept and approve the minutes from the October 28, 2019 meeting as amended, second by Commissioner Fernalld.

**Discussion/Action Item:**

**Review of City of Lake Stevens elected officials' compensation:** Commissioners reviewed the compensation received by elected official's so far this year, as well as the projections for the remaining months of 2019. Commissioner Fernalld recommended that if elected officials are compensated for attending a meeting, they should provide a summary of the meeting during a Council meeting. After discussion, the Commission agreed that if a recommendation for compensation adjustment is made, the Commission will strongly encourage the elected officials to report on each meeting they've attended.

**MOTION** by Commissioner Duerr to increase City Council 2019 base rate of compensation by the same Cost of Living Adjustment (COLA) as other City staff (e.g., 1.53% COLA = \$558.42), seconded by Commissioner Hassan. Commissioner Hampton clarified that the COLA affects the base rate only; the compensation for meetings will remain at the current rate. **MOTION** passed unanimously.

**MOTION** by Commissioner Hampton to increase the Mayor's 2019 base rate of compensation by the same Cost of Living Adjustment (COLA) as other City staff (e.g., 1.53% COLA = \$2233.66), seconded by Commissioner Duerr. **MOTION** passed unanimously.

The Salary Commission strongly encourages and requests, in the interest of transparency and civic leadership, that Council members provide a brief summary or statement regarding any additional meetings they have attended, specifically highlighting items relevant to the City of Lake Stevens.

**MOTION** by Commissioner Duerr to schedule a Public Hearing on December 2, 2019 at 5:30 p.m. in City Hall Conference Room A, seconded by Commissioner Hassan. **MOTION** passed unanimously.

**New Business:**

No new business.

**MEETING ADJOURNED** at 6:31 p.m.

Respectfully Submitted:

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Julie Good  
Interim Human Resources Director/Commission Liaison

Approved By:

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Michael Duerr  
Chairperson

DRAFT

**Snohomish County Cities - 2019 Elected Salary Information**

City	Population	Class	Form of Govt	Average No. of Regular Meetings Per Month	Mayor Monthly Salary	Full- or Part-Time	Council Monthly Salary	Notes
Lake Stevens	33,080	Code	Mayor-Council	2	\$2,200	PT	\$550	CC=add'l \$80/meeting to max of 4 per month (maximum of \$870/mo for 4 add'l meetings)
Arlington	19,740	Code	Mayor-Council	4	\$2,250	PT	\$825	Mayor: \$125/regional mtg; \$100/non-regional mtg; thirty (30) meetings per month Councilmember: up to four mtgs/mo @ \$206.25 ea); \$75/regional mtg, \$50/non-regional mtg, up to 12 mtgs per month
Monroe	19,250	Code	Mayor-Council	4	\$3,600	PT	\$800	No additional payments
Lynnwood	39,600	Code	Mayor-Council	2	\$8,927	FT	\$750	Per LMC 2.48.192: CC rec \$100k AD&D and health benes; CPres=add'l \$200/mo; Mayor \$6,512/mo w/adj made Jan 1st each yr (same as NRE) Council: for 5 mtgs/mo (less \$150 per mtg not attended)
Marysville	67,820	Code	Mayor-Council	3	\$11,558	FT	\$1,232	Mayor receives \$450/mo car allowance; PERS; premium for "small life insurance policy"; same health, AD&D, LTD as City employees; 2020=\$11904.84 Council: /month (Council President: \$1,386/month); 2020: Council=\$1269.38, President:\$1428.05 (12.5% above Council)
Mountlake Terrace	21,590	Code	Council-Manager	2	\$1,000	PT	\$800	No additional payments
Mill Creek	20,590	Code	Council-Manager	3	\$700	PT	500	No additional payments
Brier	6,665	Code	Mayor-Council	2	\$1,000	PT	\$200	Mayor=additional \$50/meeting attended and may elect health coverage for self and spouse or dollar equivalent in lieu of benefits (for mayor coverage only); CC=additional \$50/meeting
Darrington	1,410	Town	Mayor-Council	1	\$1,000	PT	\$35	<i>Note: Mayor pay increased from \$500 ot \$1000/mo for 2 yrs following Oso with periodic review of continuing increase</i>
Edmonds	42,170	Code	Mayor-Council	4	\$10,494.00	FT	\$1,000	Mayor=PERS contribution and 90% city paid med ins for self and family; CPres=add'l \$200/mo; base pay includes attendance at 8 meetings/mo Council: per month base pay + \$8735 annual cafeteria benefit toward health insurance
Everett	111,800	First	Mayor-Council	4	\$15,739	FT	\$2,433	Council President: \$3,163/mo; healthcare same as non-rep employees: Medical: 90% paid by City, Dental & Vision: 100% paid by City.
Gold Bar	20,150	Code	Mayor-Council	2	\$330	PT	\$100	
Granite Falls	3,900	Code	Council-Manager	2	\$100	PT	\$100	
Index	175	Town	Mayor-Council	1	0	PT	0	
Mukilteo	21,350	Code	Mayor-Council	2	\$5,900	PT	\$500	Council President = add'l \$50/mo
Snohomish	10,200	Code	Mayor-Council	2	\$1,500	PT	\$513	Mayor has option to receive medical coverage.
Stanwood	7,020	Code	Mayor-Council	2	\$1,500	PT	\$425	Mayor=medical benefits city paid at 50% of cost of mayor only, nothing for dependents
Sultan	5,180	Code	Mayor-Council	2	\$1,500	PT	\$300	Mayor: plus \$100 for extra meetings up to 5/mo; Addtl \$500 per mo while Acting City Administrator (through 12/2019) Council: plus \$50 for extra meetings up to 4/month
Woodway	1,350	Code	Mayor-Council	2	\$0	PT	\$0	