



**SALARY COMMISSION MEETING AGENDA
Virtual Meeting – Remote Participation**

Join Zoom Meeting:

<https://us02web.zoom.us/j/82789281055>

or call in at:

+1 253 215 8782 US (Tacoma)

Meeting ID: 827 8928 1055

Thursday, September 17, 2020 – 4:00 p.m.

CALL TO ORDER: 4:00 p.m.

ROLL CALL:

ACTION ITEMS:

- A. Oath of Office
- B. Elect Chairperson
- C. Approval of December 2, 2019 Minutes

DISCUSSION ITEMS:

- A. Review of November 25, 2019 Minutes

NEW BUSINESS:

- A. Full-Time Mayor Position Compensation
- B. Mayor and Council Members Compensation for 2021
- C. Set date and time for next salary commission meeting

ADJOURNMENT:

ATTACHMENTS:

- A. December 2, 2019 Minutes
- B. November 25, 2019 Minutes

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

Monday, December 2, 2019

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

CALL TO ORDER: 6:05 p.m. by Commissioner Duerr

COMMISSIONERS PRESENT: Mike Duerr (5:20 p.m.)
Sue Fernalld (6:05 p.m.)
Michele Hampton (5:20 p.m.)

COMMISSIONERS ABSENT: Sam Hassan

STAFF MEMBERS PRESENT: Julie Good, Interim Human Resources Director and Risk Manager
Kathy Pugh, City Clerk

OTHERS: None

Approval of Minutes: **MOTION** by Commissioner Hampton to accept and approve the minutes from the November 25, 2019 meeting, second by Commissioner Fernalld. Commissioner Hampton initiated discussion regarding the minutes and requested the minutes reflect that the effective date of the increase to elected officials' salaries is effective January 1, 2020. The minutes were amended to reflect the addition. **MOTION** passed unanimously with the noted amendment.

Public Hearing:

The 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' was opened for public comment. No members of the public were present. The public comment portion of the Public Hearing was closed. The Public Hearing was closed.

New Business:

No new business.

MEETING ADJOURNED at 6:09 p.m.

Respectfully Submitted:

Julie Good
Interim Human Resources Director/Commission Liaison

Approved By:

Michael Duerr
Chairperson

**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: Julie Good, Interim Human Resources Director and Risk Manager

OTHERS: None

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, effective January 1, 2020, 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, effective January 1, 2020, 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:



Julie Good
Interim Human Resources Director/Commission Liaison

Approved By:



Michael Duerr
Chairperson