



SALARY COMMISSION MEETING AGENDA

Zoom link:

<https://us02web.zoom.us/j/84779198261>

Wednesday, February 10, 2021 – 5:00 p.m.

CALL TO ORDER: 5:00 p.m.

ROLL CALL:

ACTION ITEMS:

- A. Approval of January 21, 2021 minutes

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 January 21, 2021 Recommendation: New Mayor Salary Schedule effective 30 days after filing with City Clerk.

NEW BUSINESS:

ADJOURNMENT:

ATTACHMENTS:

- A. Minutes from January 21, 2021 meeting

CITY OF LAKE STEVENS
SALARY COMMISSION MEETING MINUTES

Thursday, January 21, 2021
Zoom and YouTube

View full recording here: [Salary Commission Meeting of January 21, 2021 - YouTube](#)

CALL TO ORDER: 5:00 p.m. by Commissioner Hampton

COMMISSIONERS PRESENT: Ford Poston
Brian McManus
Carolyn Bennett
Michele Hampton
Dixie Behn

COMMISSIONERS ABSENT: None

STAFF MEMBERS PRESENT: Anya Warrington, Human Resources Director and Risk Manager
Kelly Chelin, City Clerk

OTHERS: Community members via zoom

Action Items:

- A. Oath of Office: Performed by City Clerk Kelly Chelin. Ford Poston and Carolyn Bennett were sworn in as salary commissioners.
- B. Elect Chairperson for 2021: Commissioner Hampton was nominated for chairperson. **MOTION** by Commissioner Bennett to elect Commissioner Hampton as Chairperson for 2021, seconded by Commissioner Behn. **MOTION** passes unanimously.
- C. Approval of December 2, 2020 minutes: Commissioner McManus asked to correct the minutes to reflect his comments regarding the percent increase the Mayor received going from part-time to full-time. **MOTION** by Commissioner McManus to approve minutes as amended, seconded by Commissioner Poston. **MOTION** passed unanimously.

New Business:

- A. Review of Mayor Compensation: Commissioner Hampton opened the floor by explaining the background of the new full-time Mayor position and work accomplished by the salary commission in 2020. Each commissioner shared their viewpoint and thoughts surrounding the Mayor's compensation.

Commissioner Bennett suggested the commission take the "long view" and look at the growth of the City and expectations of the Mayor's position. With this in consideration, Commissioner Bennett suggested an annual salary of around \$100,000.

Commissioner Behn said the commission needs to reevaluate based on the information provided and taking into account the position versus the person. She suggested an annual salary of around \$105,000.

Commissioner McManus agreed that the commission should reevaluate the Mayor's compensation and explained that he has a better understanding of what the position entails after the updated information and meeting with the Mayor and City Administrator. He suggested an annual salary of \$108,000-\$110,000.

Commissioner Poston inquired about how many hours are full-time for the Mayor's position, which was answered by Commissioner Hampton as more than forty hours a week. Commissioner Poston also asked about the projection of the city's budget and there was a short discussion regarding this. Commissioner Poston said an annual salary of around \$100,000 to \$110,00 made sense.

Commissioner Hampton voiced concern of the city having a full-time Mayor and City Administrator, and also proposed two ideas on how to evaluate the Mayor's salary using city's revenue performance or locking the Mayor's salary for a defined amount of time. The salary commission discussed these ideas.

Commissioner McManus suggested the commission look at revising the Mayor's salary to reflect the range of \$100,000 to \$110,000 per year to match other commissioner's previous suggestions. The commissioner's discussed this and came to a consensus of \$108,000 per year. **MOTION** by Commissioner McManus to increase the Mayor's salary to \$108,000 per year, plus benefits; seconded by Commissioner Behn. It was mentioned that benefits were determined by City Council. **MOTION** passed unanimously.

Commissioner Hampton proposed the salary commission write a letter to City Council to suggest they look at the City Administrator and Mayor's full-time position side-by-side to see if any changes need to be made. The commissioner's discussed this and decided this was outside of their purview.

A public hearing for the new Mayor's salary was scheduled for February 10, 2021 at 5pm.

MOTION by Commissioner McManus to adjourn, seconded by Commissioner Bennett. **MOTION** passed unanimously.

MEETING ADJOURNED at 6:23 p.m.

Respectfully Submitted:

Anya Warrington
Human Resources Director and Risk Manager/Commission Liaison

Approved By:

Michele Hampton
Chairperson