

CITY OF LAKE STEVENS SALARY COMMISSION MEETING AGENDA

Permit Center Conference Room
1820 Main Street, Lake Stevens
Wednesday, December 3, 2014

CALL TO ORDER: 5:00 P.M.

ROLL CALL

ACTION ITEMS

ELECTION OF SALARY COMMISSION CHAIRPERSON

REVIEW THE MINUTES OF THE PREVIOUS MEETING

A. None

UPDATE ON CURRENT BUDGET STATUS

NEW BUSINESS

A. Mayor/Council Members Compensation for 2015 – 2017.

ADJOURNMENT

Attachments:

1. 2014 Salary Commission Roster
2. Lake Stevens Municipal Code 2.51
3. Comparable Cities Comparison
4. List of Employee COLAs for 2014
5. Notice of Meeting

THE PUBLIC IS INVITED TO ATTEND Special Needs

The City of Lake Stevens strives to provide accessible opportunities for individuals with disabilities. Please contact Steve Edin, City of Lake Stevens ADA Coordinator, (425)377-3227, 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 2014 Salary Commission

<u>First Name</u>	<u>Last Name</u>	<u>Term Expiration</u>
Sue	Fernalld	November 1, 2017
Mike	Duerr	November 1, 2016
Brent	Kirk	November 1, 2015
Vacant	Position #4	
Vacant	Position #5	

Chapter 2.51

SALARY COMMISSION

Sections:

- 2.51.010 Purpose
- 2.51.020 Created - Membership, Appointment, Compensation, Term
- 2.51.030 Vacancies
- 2.51.040 Removal
- 2.51.050 Duties
- 2.51.060 Referendum
- 2.51.070 Meetings to Be Open

2.51.010 Purpose.

- (a) It is the policy of the City of Lake Stevens to base salaries of elected officials on realistic standards so that officials may be paid according to the duties of their offices, so that citizens of the highest quality may be attracted to public service. (Ord. 914, Sec. 1, 2014)

2.51.020 Created - Membership, Appointment, Compensation, Term.

- (a) The Lake Stevens Citizens' Commission on Salaries of Elected Officials, also to be known as the Salary Commission, is hereby created and shall consist of five members, to be appointed by the Mayor with the approval of the City Council.
- (b) A member of the Commission shall serve for a three-year term without compensation, and shall be a US citizen and a resident of the City for at least one year preceding the appointment. The initial members shall be appointed for staggered terms of one, two or three years.
- (c) No member of the Commission shall be appointed to more than two terms.
- (d) A member of the Commission shall not be an officer, official, or employee of the City or an immediate family member of an officer, official, or employee of the City. For purposes of

this section, "immediate family member" means the parents, spouse, siblings, children, or dependent relatives of an officer, official, or employee of the City, whether or not living in the household of the officer, official, or employee. (Ord. 914, Sec. 1, 2014)

2.51.030 Vacancies.

In the event of a vacancy in office of commissioner, the Mayor shall appoint, subject to approval of the City Council, a person to serve the unexpired portion of the term of the expired position. (Ord. 914, Sec. 1, 2014)

2.51.040 Removal.

A member of the Commission may be removed from office by the Mayor, with the approval of the City Council only for cause of incapacity, incompetence, neglect of duty, or malfeasance in office, a crime involving moral turpitude, or for a disqualifying change of eligibility. The unexcused absence of any member of the Commission from two consecutive meetings of the Commission shall constitute relinquishment of that person's membership on the Commission. (Ord. 914, Sec. 1, 2014)

2.51.050 Duties.

- (a) The Commission shall meet every three years between July 1st and November 30th commencing the year 2014. The members of the Commission shall elect a chair from among the members. The Commission shall set a schedule of salaries by an affirmative vote of the majority of the Commission. Three members present at any meeting shall constitute a quorum.
- (b) The Commission shall study the relationship of salaries to the duties of the elected officials and shall set the salaries for the respective position. If after such review the Commission determines that the salary paid to an elected City official should be increased or decreased, the Commission shall hold a public hearing

- within 30 days before filing the Commission's written salary schedule with the City Clerk.
- (c) Any increase or decrease in salary established by the Commission shall become effective and incorporated into the City budget 30 days after the filing thereof, following Commission review without further action of the City Council or the Commission except as provided in Section 2.51.060.
 - (d) Salary increases established by the Commission shall be effective as to all City elected officials, regardless of their terms of office.
 - (e) Salary decreases established by the Commission shall become effective as to incumbent City elected officials at the commencement of their next subsequent term of office.
 - (f) Staff support shall be provided to the Commission as needed by the Commission. (Ord. 914, Sec. 1, 2014)

compliance with the Open Public Meetings Act, Chapter 42.30 RCW, as if the Commission was a "governing body" as defined in that Act; provided, that notice of all meetings of the Commission shall be issued pursuant to RCW 42.30.080. (Ord. 914, Sec. 1, 2014)

2.51.060 Referendum.

Any salary increase or decrease established by the Commission pursuant to this chapter shall be subject to referendum petition by the voters of the City, in the same manner as a City ordinance, upon filing of a referendum petition with the City Clerk within 30 days after filing of a salary schedule by the Commission. In the event of the filing of a valid referendum petition, the salary increase or decrease shall not go into effect until approved by a vote of the people. Referendum measures under this section shall be submitted to the voters of the City at the next following general or municipal election occurring 30 days or more after the petition is filed, and shall otherwise be governed by the provisions of the State Constitution and the laws generally applicable to referendum measures. By adoption of this provision it shall not be the intent to adopt the powers of referendum generally. (Ord. 914, Sec. 1, 2014)

2.51.070 Meetings to Be Open.

All meetings, actions, hearings and business of the Salary Commission shall be undertaken in

For 2014, the employee groups received the following Cost of Living increases:

Non-Represented Employees:	2.0%
Lake Stevens Police Guild:	2.0%
Teamsters:	2.0%