

**CITY OF LAKE STEVENS
SALARY COMMISSION MEETING MINUTES**
Wednesday October 20, 2021
Zoom and YouTube

View full recording here: [Salary Commission Meeting of October 20, 2021 - YouTube](#)

CALL TO ORDER: At 6:00pm by Commissioner Hampton

COMMISSIONERS PRESENT: Ford Poston
Dixie Behn
Kaity Hoard
Michele Hampton

COMMISSIONERS ABSENT: Carolyn Bennett

STAFF MEMBERS PRESENT: Anya Warrington, Human Resources Director and Risk Manager
Caitlin Weaver, Deputy City Clerk

OTHERS: None

Roll Call

- A. **Note:** Deputy City Clerk read the following statement: *I would like to make a note on the record that a notice was issued for this meeting tonight and it stated that we were holding a public hearing in order to receive comments on the Mayor's salary. Tonight, is in fact only a discussion on the salaries of the elected officials and not a public hearing. There will be a public hearing set in the future to receive that public comment and will be advertised on the City's website. We apologize for this error in noticing. If there is anybody here tonight that came to speak regarding the Mayor's salary, please feel free to send me an email with your comments and we will make sure to include them in the record. My email address is cweaver@lakestevenswa.gov and it can also be found on the City's website under the City Clerk page.*

Action Items:

- A. **Oath of Office:** Preformed by Deputy City Clerk Caitlin Weaver. Kaity Hoard was sworn in as a salary commissioner.
- B. **Approval of 2/10/21 Meeting Minutes:** MOTION to approve minutes as is made by Commissioner Poston. Commissioner Behn Seconded. MOTION passed unanimously.

New Business:

- A. **Review of Elected Officials Current Salaries:**
Commissioner Hampton stated she had a conflict of interest due to running for city council and declared she would continue her involvement in the board but would not be participating in final voting activities.

Director Warrington presented data regarding comparable salaries in the local area. Commissioner Poston, Commissioner Hoard and Commissioner Behn agreed that the 5.67% increase proposed for non-represented staff would be an acceptable amount to increase the mayor's salary based on inflation and CPI data.

Director Warrington provided the current pay schedule for council members on the attached power point. It was determined that they are paid \$80 per meeting. Commissioner Behn asked how meeting attendance is tracked.

Commissioner Poston asked about the purpose behind the compensation. It was explained that city council members attend a minimum of 4 (four) city council meetings per month. Council members are meeting with citizens and responding to correspondence. All council members also serve on different boards and commissions throughout the county.

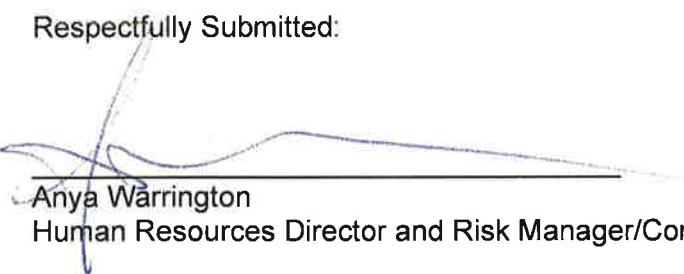
Commissioner Behn asked for more information on the average number of meetings and boards each member attends monthly. Commissioner Behn, Commissioner Poston and Commissioner Hoard agreed that the payment per meeting should be changed and a COLA would be appropriate. All commissioners stated more information about meetings attended each month and mileage would be helpful to determine the correct increase.

The next meeting date was set for November 8, 2021 at 6:00pm.

C. **MOTION** to adjourn made by Commissioner Poston, Commissioner Hoard seconded. **MOTION** passed unanimously.

MEETING ADJOURNED at 6:54pm.

Respectfully Submitted:


Anya Warrington
Human Resources Director and Risk Manager/Commission Liaison

Approved By:


Michele Hampton
Chairperson