



One Community Around the Lake

SALARY COMMISSION MEETING AGENDA

Zoom link:

<https://us02web.zoom.us/j/82179208594>

Wednesday, October 20, 2021 – 6:00 p.m.

CALL TO ORDER: 6:00 p.m.

ROLL CALL:

ACTION ITEMS:

- A. Oath of Office
- B. Approval of February 10, 2021 minutes

NEW BUSINESS:

- A. Review of Elected Official's current salaries

ADJOURNMENT:

ATTACHMENTS:

- A. Minutes from February 10, 2021 meeting
- B. Salary Commission Information Packet

City of Lake Stevens

1812 Main Street | PO Box 257 | Lake Stevens, WA 98258-0257
www.lakestevenswa.gov

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

Wednesday February 10, 2021

Zoom and YouTube

View full recording here: <https://www.youtube.com/watch?v=w6tcT3kmTbE>

CALL TO ORDER: 5:13 p.m. by Commissioner Hampton

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

COMMISSIONERS ABSENT: None

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

OTHERS: Community Member(s)

Action Items:

- A. Approval of 1/21/21 Meeting Minutes: Commissioner Hampton requested to change the term “write a letter to” city council and replace it with “communicate with” city council. **MOTION** to approve minutes as amended by Commissioner McManus. Commissioner Behn Seconded. **MOTION** passed unanimously.

New Business:

- B. Public Hearing: **MOTION** at 5:15pm by Commissioner Hampton to open the public hearing. Director Warrington presented a recap of the 1/21/21 discussion regarding the Mayor’s suggested salary being set at \$108,000 annually with city council approved benefits. Public comment was opened. No Public comment provided.
Public Comment portion Closed.

Commissioner Hampton opened the floor for additional discussion between the commissioners to determine if more needed to be talked about regarding the decision made at the last meeting around salary.

Commissioner Bennett stated that she had no additional discussion but wanted to make a statement that she had recently spoken with Council Member Ewing in the last week and he commended the board on a job well done at the last meeting and that the work had been very productive.

Commissioner Behn stated she felt comfortable with the work done at the last meeting.
Commissioner Poston stated he felt comfortable with the work done at the last meeting.

Commissioner Hampton agreed and stated that any future changes could be discussed at the 4th quarter meeting pending in October or November of 2021.

Commissioner McManus stated that he would like to see the 4th quarter meeting scheduled early in October or November so the discussion and decision could be made in a timely manner with budget and year end in mind. Commissioner Hampton suggested the first meeting be scheduled for mid to late September. **MOTION** by Commissioner Hampton to close public hearing at 5:21pm.

MOTION by Commissioner McManus to file the approved salary of \$108,000 annually with benefits to be approved by City Council. Commissioner Poston seconded it. No further discussion. **MOTION** passed unanimously.

C. **MOTION** to adjourn made by Commissioner McManus. Commissioner Behn seconded. **MOTION** passed unanimously.

MEETING ADJOURNED at 5:24 p.m.

Respectfully Submitted:

Anya Warrington
Human Resources Director and Risk Manager/Commission Liaison

Approved By:

Michele Hampton
Chairperson



Salary Commission Information Packet October 20, 2021 Meeting

Official Purpose of the Salary Commission: “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)”

Background:

On September 8, 2020, City Council passed Ordinance 1093 making the City of Lake Stevens Mayor position full-time upon the salary commission establishing the full-time salary.

At the end of September, the salary commission met and began discussing the full-time Mayor’s salary, held a public hearing on October 19, 2020; and filed the Mayor’s salary at \$80,000 per year (\$6,666.67 monthly) with the City Clerk on October 20, 2020.

During the review of the Mayor’s benefit package in the beginning of December, City Council discussed the salary level established by the salary commission, was concerned the salary determined was not in line with their anticipated figure and what was budgeted. The City Council requested the salary commission to revisit the Mayor’s salary in January 2021.

After meeting in January 2021 and reviewing updated information on comparable cities and the duties of the Mayor, the salary commission held a public hearing and filed an updated Mayor’s salary at \$108,000 per year (\$9,000 monthly). The commission also recommended moving forward that cost-of-living increases be given to both Council and the Mayor at a similar or the same rate as non-represented city staff.

Attachments:

1. Comparable Cities Statistics
2. Consumer Price Index – Summary Western Cities June 2021

Supplemental Information:

- Link to Lake Stevens Municipal Code, Chapter 2.51 Salary Commission:
[Chapter 2.51 SALARY COMMISSION \(codepublishing.com\)](#)
- Link to US Census Bureau of Statistics, City of Lake Stevens Profile:
<https://data.census.gov/cedsci/profile?g=1600000US5337900>
- Link to MRSC Open Public Meetings Act Basics:
[MRSC - Open Public Meetings Act Basics](#)

| Miles from Lake Stevens | County | City | OFM 4/21 Est. Population | 2020 AV | AV Per Capita | Sales Tax 2020 | ST Per Capita | Form of Government | Average Number of Regular Meetings Per Month | Mayor Monthly Salary | Full/Part Time | Council Monthly Salary | Notes |
|-------------------------|-----------|--------------|--------------------------|---------------|---------------|----------------|---------------|--------------------|--|----------------------|----------------|------------------------|--|
| 54.5 | Skagit | Anacortes | 18,050 | 3,985,572,170 | \$220,807 | \$4,787,068 | \$265 | Mayor-Council | 4 | \$9,652 | FT | \$1,200 | |
| 16.3 | Snohomish | Arlington | 21,710 | 2,779,067,708 | \$128,009 | \$6,362,602 | \$293 | Mayor-Council | 4 | \$7,100 | FT | \$1,840 | 2022 & 2023: 100% CPI-U June to June Seattle-Bellevue index |
| 21.8 | Snohomish | Lynnwood | 41,020 | 7,503,860,299 | \$182,932 | \$21,127,323 | \$515 | Mayor-Council | 2 | \$10,341 | FT | \$900 | |
| 8.0 | Snohomish | Marysville | 70,040 | 8,863,283,518 | \$126,546 | \$12,932,965 | \$185 | Mayor-Council | 3 | \$12,619 | FT | \$1,269 | Council President salary is 12.5% above Councilmember's salary |
| 35.8 | Skagit | Mount Vernon | 36,540 | 3,798,837,221 | \$103,964 | \$7,925,058 | \$217 | Mayor-Council | 4 | \$9,188 | FT | \$1,200 | |
| 46.8 | King | Tukwila | 21,970 | 7,333,061,365 | \$333,776 | \$16,849,266 | \$767 | Mayor-Council | 2 | \$9,480 | FT | \$1,250 | |

| | | |
|---------|----------|---------|
| Average | \$9,730 | \$1,277 |
| Median | \$9,566 | \$1,225 |
| Low | \$9,188 | \$900 |
| High | \$12,619 | \$1,250 |

| | | | | | | | | | | | | |
|-----------|--------------|--------|---------------|-----------|-------------|-------|---------------|---|---------|-----|-------|---------------------------------------|
| Snohomish | Lake Stevens | 35,460 | 4,923,888,286 | \$138,858 | \$5,013,555 | \$141 | Mayor-Council | 4 | \$9,000 | F/T | \$564 | Council recieves \$80 per mtg (max 4) |
|-----------|--------------|--------|---------------|-----------|-------------|-------|---------------|---|---------|-----|-------|---------------------------------------|

50% - 17,730 2,461,944,143 \$69,429 \$2,506,778 \$71
50% + 53,190 7,385,832,429 \$208,286 \$7,520,333 \$283

CONSUMER PRICE INDEXES PACIFIC CITIES AND U. S. CITY AVERAGE JUNE 2021

(All items indexes. 1982-84=100 unless otherwise noted. Not seasonally adjusted.)

| MONTHLY DATA | All Urban Consumers (CPI-U) | | | | | | Urban Wage Earners and Clerical Workers (CPI-W) | | | | | |
|---|-----------------------------|----------|----------|----------------|-----------------|----------|---|----------|----------|----------------|-----------------|----------|
| | Indexes | | | Percent Change | | | Indexes | | | Percent Change | | |
| | | | | Year ending | 1 Month ending | | | | | Year ending | 1 Month ending | |
| | Jun 2020 | May 2021 | Jun 2021 | May 2021 | Jun 2021 | Jun 2021 | Jun 2020 | May 2021 | Jun 2021 | May 2021 | Jun 2021 | Jun 2021 |
| U. S. City Average..... | 257.797 | 269.195 | 271.696 | 5.0 | 5.4 | 0.9 | 251.054 | 263.612 | 266.412 | 5.6 | 6.1 | 1.1 |
| West..... | 274.155 | 285.793 | 288.263 | 4.7 | 5.1 | 0.9 | 265.222 | 278.472 | 281.156 | 5.4 | 6.0 | 1.0 |
| West – Size Class A ¹ | 283.590 | 293.814 | 296.099 | 4.1 | 4.4 | 0.8 | 273.125 | 285.014 | 287.244 | 4.7 | 5.2 | 0.8 |
| West – Size Class B/C ² | 158.857 | 166.813 | 168.425 | 5.4 | 6.0 | 1.0 | 158.229 | 167.158 | 169.071 | 6.1 | 6.9 | 1.1 |
| Mountain ³ | 107.226 | 111.939 | 112.731 | 5.2 | 5.1 | 0.7 | 107.213 | 112.790 | 113.667 | 6.0 | 6.0 | 0.8 |
| Pacific ³ | 106.277 | 110.731 | 111.751 | 4.5 | 5.2 | 0.9 | 106.221 | 111.456 | 112.598 | 5.2 | 6.0 | 1.0 |
| Los Angeles-Long Beach-Anaheim, CA..... | 278.121 | 287.620 | 289.218 | 3.9 | 4.0 | 0.6 | 268.118 | 279.139 | 280.687 | 4.5 | 4.7 | 0.6 |
| BI-MONTHLY DATA (Published for odd months) | Indexes | | | Percent Change | | | Indexes | | | Percent Change | | |
| | | | | Year ending | 2 Months ending | | | | | Year ending | 2 Months ending | |
| | May 2020 | Mar 2021 | May 2021 | Mar 2021 | May 2021 | May 2021 | May 2020 | Mar 2021 | May 2021 | Mar 2021 | May 2021 | May 2021 |
| Riverside-San Bernardino-Ontario, CA ³ | 106.899 | 110.981 | 113.222 | 3.6 | 5.9 | 2.0 | 107.490 | 111.823 | 113.749 | 4.1 | 5.8 | 1.7 |
| San Diego-Carlsbad, CA..... | 301.317 | 315.035 | 317.141 | 4.1 | 5.3 | 0.7 | 284.607 | 298.292 | 300.413 | 4.5 | 5.6 | 0.7 |
| Urban Hawaii..... | 285.834 | 290.361 | 296.559 | 1.8 | 3.8 | 2.1 | 282.857 | 288.147 | 294.433 | 1.9 | 4.1 | 2.2 |
| BI-MONTHLY DATA (Published for even months) | Indexes | | | Percent Change | | | Indexes | | | Percent Change | | |
| | | | | Year ending | 2 Months ending | | | | | Year ending | 2 Months ending | |
| | Jun 2020 | Apr 2021 | Jun 2021 | Apr 2021 | Jun 2021 | Jun 2021 | Jun 2020 | Apr 2021 | Jun 2021 | Apr 2021 | Jun 2021 | Jun 2021 |
| Phoenix-Mesa-Scottsdale, AZ ⁴ | 145.849 | 150.787 | 153.672 | 4.9 | 5.4 | 1.9 | 144.415 | 149.951 | 152.744 | 5.1 | 5.8 | 1.9 |
| San Francisco-Oakland-Hayward, CA..... | 300.032 | 309.419 | 309.497 | 3.8 | 3.2 | 0.0 | 292.420 | 302.294 | 304.971 | 4.1 | 4.3 | 0.9 |
| Seattle-Tacoma-Bellevue, WA..... | 281.055 | 290.068 | 296.573 | 3.4 | 5.5 | 2.2 | 276.244 | 286.700 | 293.607 | 3.7 | 6.3 | 2.4 |
| Urban Alaska..... | 225.245 | 233.519 | 239.296 | 4.8 | 6.2 | 2.5 | 224.914 | 233.438 | 237.705 | 5.2 | 5.7 | 1.8 |

1 Population over 2,500,000 2 Population 2,500,000 and under, Dec 1996 = 100 3 Dec 2017=100 4 Dec 2001=100

NOTE: In January 2018, BLS introduced a new geographic area sample for the Consumer Price Index (CPI): www.bls.gov/regions/west/factsheet/2018cpirevisionwest.pdf

1967=100 base year indexes and tables with semiannual and annual average data are available at: www.bls.gov/regions/west/factsheet/consumer-price-index-data-tables.htm

Release date July 13, 2021. The next release date is scheduled for August 11, 2021. For questions, please contact us at BLInfoSF@bls.gov or (415) 625-2270.