

SALARY COMMISSION MEETING AGENDA



City of Lake Stevens Vision Statement

By 2030, we are a sustainable community around the lake with a vibrant economy, unsurpassed infrastructure and exceptional quality of life.

October 20, 2022 - 6:00 PM

TWO WAYS TO PARTICIPATE:

In Person at The Mill, Sawyers Room, 1808 Main Street, Lake Stevens

OR

via Join Zoom Meeting:

<https://us02web.zoom.us/j/87372826046?pwd=c3JrWmcveS8xaFpyTk1tbTdyMFkyUT09>

Meeting ID: 873 7282 6046

Passcode: 98258

- 1. Call to Order**
- 2. Roll Call**
- 3. Action Items**
 - A. Oath of Office
 - B. Election of the Chairperson
 - C. Approval of December 2, 2021 Meeting Minutes
- 4. New Business**
 - A. Comparable Cities Information for Mayor and City Council
 - B. Schedule Next Meeting
- 5. Adjourn**

THE PUBLIC IS INVITED TO ATTEND

The City of Lake Stevens strives to provide accessible opportunities for individuals with disabilities. Please contact Human Resources, City of Lake Stevens ADA Coordinator, (425) 622-9400, 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
SALARY COMMISSION MEETING MINUTES**

Thursday, December 2, 2021

Zoom and YouTube

View full recording here:

[Salary Commission Meeting of December 2, 2021 - YouTube](#)

CALL TO ORDER: At 6:05pm by Commissioner Hampton

COMMISSIONERS PRESENT: Dixie Behn
Kaity Hoard
Michele Hampton

COMMISSIONERS ABSENT: Ford Poston

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

OTHERS: None

Roll Call

- A. **MOTION** to excuse Commissioner Poston's absence by Commissioner Behn and seconded by Commissioner Hoard.

Action Items:

- A. Approval of November 8, 2021 minutes. **MOTION** to approve minutes as is made by Commissioner Behn, Commissioner Hoard seconded. **MOTION** passed unanimously.

Public Hearing:

Commissioner Hampton opened the public hearing, HR Director Warrington summarized the previous work the Commission had done and reviewed materials provided. Commissioner Hampton opened public comment and no members of the public were present. Commissioner Hampton checked with Deputy Clerk Weaver to ensure any and all public comment received had been reviewed by the commissioners. Deputy Clerk Weaver stated no public comment had been received. At 6:11pm Commissioner Hampton closed the public hearing.

MOTION by Commissioner Behn to authorize Commissioner Hampton to file the annual salary of \$114,123.60 per year for the Mayor with the City Clerk. Commissioner Hoard seconded. **MOTION** passed unanimously.

MOTION by Commissioner Hoard to authorize Commissioner Hampton to file the salary \$596.00 per month plus \$80.00 per claimed meeting with a maximum of 4 meetings per month for the City

Council members with the City Clerk. Commissioner Behn seconded. **MOTION** passed unanimously.

Closing

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

MEETING ADJOURNED at 6:16pm.

Respectfully Submitted:

Anya Warrington
Human Resources Director/Commission Liaison

Approved By:

Michele Hampton
Chairperson

DRAFT



Salary Commission Information Packet October 20, 2022 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. After Salary Commission deliberations from October 2020-January 2021, the Mayor’s salary was set to \$108,000. 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. At the end of 2021, the Salary Commission provided a 5.67% cost-of-living increase to both Mayor and City Council.

Attachments:

1. Comparable Cities Statistics
2. Consumer Price Index – Summary Western Cities June 2022

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](#)
- Link to city’s budget 2022 presentations:
[Budget | Lake Stevens, WA - Official Website \(lakestevenswa.gov\)](#)

County	City	OFM 4/22 Est.	2021 AV	AV Per Capita	Sales Tax 2021	SI Per Capita	Form of Government	Average Number of	Mayor Monthly	Full/Part Time	Council Monthly	Notes
Snohomish	Arlington	21,260	3,351,354,351	\$157,637	\$8,375,193	\$394	Mayor-Council	4	\$7,491	FT	\$1,266	2023: 100% CPI-U June to June Seattle-Bellevue index
King-Snohomish	Bothell	48,940	12,591,607,357	\$257,287	\$16,291,324	\$333	Council-Manager	3	\$1,450	PT	\$1,250	
Snohomish	Edmonds	42,980	11,648,792,913	\$271,028	\$11,261,404	\$262	Mayor-Council	4		FT		
Snohomish	Everett	113,300	21,040,865,174	\$185,709	\$33,013,537	\$291	Council-Manager	4	\$16,246	PT	\$2,511	The Council President's compensation is \$3,265.00 per month. The citizen commission did not increase the salary for 2022 or 2023.
King	Kenmore	24,090	5,285,714,185	\$219,415	\$3,577,105	\$148	Council-Manager	3	\$1,192	PT	\$1,060	
Snohomish	Lynnwood	38,740	7,953,751,038	\$205,311	\$26,529,228	\$685	Mayor-Council	2	\$10,341	FT	\$900	
Snohomish	Marysville	72,380	9,729,494,216	\$134,422	\$15,223,562	\$210	Mayor-Council	3	\$13,692	FT	\$1,460	Council President salary is 12.5% above Councilmember's salary
Snohomish	Mill Creek	21,510	4,661,388,455	\$216,708	\$3,924,253	\$182	Council-Manager	3		PT		
Snohomish	Monroe	19,700	3,115,841,466	\$158,165	\$6,370,947	\$323	Mayor-Council	4	\$3,600	PT	\$800	
Skagit	Mount Vernon	35,500	4,073,354,832	\$114,742	\$8,851,505	\$249	Mayor-Council	4	\$13,067	FT	\$1,200	Mayor also acts as City Administrator.
Snohomish	Mountlake Terrace	22,070	3,827,637,924	\$173,432	\$4,028,761	\$183	Council-Manager	2	\$1,144	PT	\$936	Receives no benefits
Snohomish	Mukilteo	21,590	5,704,037,281	\$264,198	\$3,145,392	\$146	Mayor-Council	2	\$5,900	PT	\$500	

Average	\$11,147	FT	\$1,188
Median	\$11,704	FT	\$1,130
Low	\$7,491	FT	\$500
High	\$16,246	FT	\$2,511

Snohomish	Lake Stevens	40,700	5,298,584,282	\$130,186	\$6,130,641	\$151	Mayor-Council	4	\$9,510	FT	\$596	Council recieves \$80 per mtg (max 4)
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50% -	20,350	2,649,292,141	\$65,093	\$3,065,321	\$75
50% +	61,050	7,947,876,423	\$195,280	\$9,195,962	\$301

Cities Used in 2022 Non-Represented Salary Survey

Parameters:
1. Population
2. Assessed Value
3. Commutable Distance
4. Recruiting Competitor
5. City Services

City of Arlington
City of Bothell
City of Edmonds
City of Everett
City of Kenmore
City of Lynnwood
City of Marysville
City of Mill Creek
City of Monroe
City of Mount Vernon
City of Mountlake Terrace
City of Mukilteo

#	Organization	Population	Benchmark position	Your job title	Compensation	Position comments
581	City of Kenmore	24,090.00	Councilmember	Councilmember	\$1059.92/month	
867	City of Bothell	48,940.00	Councilmember	Councilmember	\$1,250/month	
1785	City of Duvall	8,320.00	Councilmember	Council Members	\$500/month	
2077	City of Everett	113,300.00	Councilmember	Councilmember	\$2,511/month	The Council President's compensation is \$3,265.00 per month. The citizen commission did not increase the salary for 2022 or 2023.
2419	City of Gold Bar	2,290.00	Councilmember	Councilmember	\$100/month	
2474	City of Granite Falls	4,705.00	Councilmember	City Councilmember	\$100/month	
2935	City of Lake Stevens	40,700.00	Councilmember	City Councilmember	\$596.00/month plus \$80/i	There is a maximum of four meetings per month.
3217	City of Lynnwood	38,740.00	Councilmember	Council Member	\$450/pay period	
3280	City of Marysville	72,380.00	Councilmember	Council members	\$1459.91/month	Council President salary 12.5% above Council member's salaries
3483	City of Monroe	19,700.00	Councilmember	Councilmember	\$800/month	
3630	City of Mount Vernon	35,500.00	Councilmember	Councilmember	\$1,200/month	
3680	City of Mountlake Terrace	22,070.00	Councilmember	Councilmember	\$936/month	Receives no benefits
3746	City of Mukilteo	21,590.00	Councilmember	Councilmember	500/mo	
5226	City of Snohomish	10,200.00	Councilmember	Councilmember	\$513/month	
5372	City of Stanwood	8,405.00	Councilmember	Councilmember	\$425/month	
5437	City of Sultan	6,260.00	Councilmember	Council member	\$300/month plus \$50/mer	A maximum of three meetings.
583	City of Kenmore	24,090.00	Mayor	Mayor	\$1192.41/month	
871	City of Bothell	48,940.00	Mayor	Mayor	\$1,450/month	
1666	Town of Darrington	1,490.00	Mayor	Mayor	\$1,000/month	
1784	City of Duvall	8,320.00	Mayor	Mayor	\$2,000/month	
2079	City of Everett	113,300.00	Mayor	Mayor	\$16,246/month	The citizen salary commission did not increase the salary for 2022 or 2023.
2421	City of Gold Bar	2,290.00	Mayor	Mayor	\$1,000/month	
2477	City of Granite Falls	4,705.00	Mayor	Mayor/Councilmember	\$100/month	Mayor is an appointed Councilmember - Manager/Council form of government.
2937	City of Lake Stevens	40,700.00	Mayor	Mayor	\$9,510.30/month	
3168	City of Lynnwood	38,740.00	Mayor	Mayor	\$10,341/month	
3282	City of Marysville	72,380.00	Mayor	Mayor	\$13,691.76/month	Elected position
3481	City of Monroe	19,700.00	Mayor	Mayor	\$3,600/month	
3608	City of Mount Vernon	35,500.00	Mayor	Mayor	13066.66/month	Mayor also acts as our City Administrator.
3681	City of Mountlake Terrace	22,070.00	Mayor	Mayor	\$1144/month	
3741	City of Mukilteo	21,590.00	Mayor	Mayor	\$5,900/month	
5227	City of Snohomish	10,200.00	Mayor	Mayor	\$1,500/month	
5374	City of Stanwood	8,405.00	Mayor	Mayor	\$1,500/month	
5438	City of Sultan	6,260.00	Mayor	Mayor	\$1,500/month plus \$500/extra meeting	

April 1 Population Estimates for All Cities/Towns, 2013-2022

Source: [Washington State Office of Financial Management April 1 Official Population Estimates](#)

Updated July 15, 2022 to reflect the 2022 OFM estimates. Next update (2023 population estimates) anticipated in July 2023.

This data reflects the OFM April 1 "postcensal" estimates. Following every decennial U.S. Census, OFM revises the data for the past 10 years and creates "intercensal" population estimates to create a more consistent data set. To view the most recent intercensal estimates, see:

[Historical Estimates of April 1 Population and Housing for the State, Counties, and Cities](#)

April 1 Population Estimates		
City/Town	County	2022
Arlington	Snohomish	21,260
Bothell	King/Snohomish	48,940
Brier	Snohomish	6,590
Darrington	Snohomish	1,490
Edmonds	Snohomish	42,980
Everett	Snohomish	113,300
Gold Bar	Snohomish	2,290
Granite Falls	Snohomish	4,705
Index	Snohomish	155
Lake Stevens	Snohomish	40,700
Lynnwood	Snohomish	38,740
Marysville	Snohomish	72,380
Mill Creek	Snohomish	21,510
Monroe	Snohomish	19,700
Mountlake Terrace	Snohomish	22,070
Mukilteo	Snohomish	21,590
Snohomish	Snohomish	10,200
Stanwood	Snohomish	8,405
Sultan	Snohomish	6,260
Woodway	Snohomish	1,330

Locally Assessed Values for All Cities/Towns, 2012-2021

Source: [Washington State Department of Revenue, Local Taxing District Levy Details](#)

Updated July 18, 2022. Next update (2022 assessed values) anticipated in fall/winter 2022.

This data shows the total locally assessed value in each city. However, individual levies may have slightly lower assessed valuations in some cases.

Locally Assessed Value for Levies Due In:		
City/Town	County	2021
Everett	Snohomish	21,040,865,174
Edmonds	Snohomish	11,648,792,913
Marysville	Snohomish	9,729,494,216
Lynnwood	Snohomish	7,953,751,038
Mukilteo	Snohomish	5,704,037,281
Lake Stevens	Snohomish	5,298,584,282
Mill Creek	Snohomish	4,661,388,455
Mountlake Terrace	Snohomish	3,827,637,924
Arlington	Snohomish	3,351,354,351
Monroe	Snohomish	3,115,841,466
Snohomish	Snohomish	1,833,886,262
Brier	Snohomish	1,533,889,564
Stanwood	Snohomish	1,135,631,876
Woodway	Snohomish	790,704,157
Sultan	Snohomish	671,346,408
Granite Falls	Snohomish	546,424,783
Gold Bar	Snohomish	238,099,341
Darrington	Snohomish	175,363,294
Index	Snohomish	27,615,079

Unrestricted (General Fund) Sales Tax Revenues for All Cities/Towns, 2012-2021

Source: [Washington State Department of Revenue Local Sales and Use Tax Distributions](#)

Updated April 27, 2022. Next update (2022 sales tax distributions) anticipated in early 2023.

This data shows the total "regular" (also known as "basic" or "first half") and "optional" (or "second half") unrestricted/general fund sales taxes. For other restricted sales tax revenues, refer to the DOR link above

Calendar Year Distributions - Regular & Optional Sales Taxes		
City/Town	County	2021
Arlington	Snohomish	8,375,193
Bothell	King/Snohomish	16,291,324
Brier	Snohomish	515,626
Darrington	Snohomish	202,484
Edmonds	Snohomish	10,302,518
Everett	Snohomish	33,013,537
Gold Bar	Snohomish	284,596
Granite Falls	Snohomish	802,024
Index	Snohomish	33,042
Lake Stevens	Snohomish	6,130,641
Lynnwood	Snohomish	26,529,228
Marysville	Snohomish	15,223,562
Mill Creek	Snohomish	3,924,253
Monroe	Snohomish	6,370,947
Mountlake Terrace	Snohomish	4,028,761
Mukilteo	Snohomish	3,145,392
Snohomish	Snohomish	5,281,020
Stanwood	Snohomish	2,340,998
Sultan	Snohomish	1,107,323
Woodway	Snohomish	262,042

CONSUMER PRICE INDEXES PACIFIC CITIES AND U. S. CITY AVERAGE September 2022

(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						Year ending		
	Sep 2021	Aug 2022	Sep 2022	Aug 2022	Sep 2022	Sep 2022	Sep 2021	Aug 2022	Sep 2022	Aug 2022	Sep 2022	Sep 2022
U. S. City Average.....	274.310	296.171	296.808	8.3	8.2	0.2	269.086	291.629	291.854	8.7	8.5	0.1
West.....	291.053	314.013	315.094	8.1	8.3	0.3	283.830	307.003	307.937	8.4	8.5	0.3
West – Size Class A ¹	299.082	322.401	323.649	8.0	8.2	0.4	290.234	313.057	314.164	8.1	8.2	0.4
West – Size Class B/C ²	169.977	183.543	184.088	8.3	8.3	0.3	170.528	184.964	185.435	8.7	8.7	0.3
Mountain ³	114.160	124.731	125.163	9.6	9.6	0.3	115.140	126.066	126.443	9.8	9.8	0.3
Pacific ³	112.710	121.024	121.439	7.6	7.7	0.3	113.542	122.304	122.678	7.9	8.0	0.3
Los Angeles-Long Beach-Anaheim, CA.....	292.209	313.608	315.033	7.6	7.8	0.5	283.191	304.137	305.414	7.6	7.8	0.4
BI-MONTHLY DATA (Published for odd months)	Indexes			Percent Change			Indexes			Percent Change		
				Year ending						Year ending		
	Sep 2021	Jul 2022	Sep 2022	Jul 2022	Sep 2022	Sep 2022	Sep 2021	Jul 2022	Sep 2022	Jul 2022	Sep 2022	Sep 2022
Riverside-San Bernardino-Ontario, CA ³	115.557	125.262	125.272	9.2	8.4	0.0	116.254	126.084	125.762	9.5	8.2	-0.3
San Diego-Carlsbad, CA.....	324.138	347.462	350.721	7.3	8.2	0.9	308.351	331.914	334.068	7.9	8.3	0.6
Urban Hawaii.....	301.891	319.197	321.799	6.8	6.6	0.8	299.128	318.257	319.481	7.3	6.8	0.4
BI-MONTHLY DATA (Published for even months)	Indexes			Percent Change			Indexes			Percent Change		
				Year ending						Year ending		
	Aug 2021	Jun 2022	Aug 2022	Jun 2022	Aug 2022	Aug 2022	Aug 2021	Jun 2022	Aug 2022	Jun 2022	Aug 2022	Aug 2022
Phoenix-Mesa-Scottsdale, AZ ⁴	153.931	172.643	173.952	12.3	13.0	0.8	153.035	172.827	173.148	13.1	13.1	0.2
San Francisco-Oakland-Hayward, CA.....	311.167	330.539	328.871	6.8	5.7	-0.5	307.423	328.137	325.932	7.6	6.0	-0.7
Seattle-Tacoma-Bellevue, WA.....	299.704	326.656	326.796	10.1	9.0	0.0	295.410	321.626	322.664	9.5	9.2	0.3
Urban Alaska.....	239.899	268.916	258.149	12.4	7.6	-4.0	239.491	265.859	257.738	11.8	7.6	-3.1

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 October 13, 2022. The next release date is scheduled for November 10, 2022. For questions, please contact us at BLInfoSF@bls.gov or (415) 625-2270.