

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.

November 27, 2023 - 6:00 PM

TWO WAYS TO PARTICIPATE:

In person: The Mill, Sawyers Room, 1808 Main Street, Lake Stevens OR

Join Zoom Meeting: <https://us02web.zoom.us/j/84158419014>

OR Call in: at (253) 215-8782 Meeting ID: 841 5841 9014

- 1. Call to Order**
- 2. Roll Call**
- 3. Action Items**
 - A. Approval of October 9, 2023 Salary Commission Meeting Minutes
 - B. Approval of October 30, 2023 Salary Commission Meeting Minutes
- 4. Public Hearing**
 - A. Public Hearing in consideration of the City of Lake Stevens Salary Commission October 30, 2023 Recommendation: 2024 Elected Officials Salary Schedule effective 30 days after filing with City Clerk (potential action to follow)
- 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

Monday, October 9, 2023

Zoom and YouTube

View full recording here:

[Salary Commission Meeting of October 9, 2023 - YouTube](#)

CALL TO ORDER: 6:00pm

COMMISSIONERS PRESENT: Jonathan Huber
Kaity Hoard
Jennifer Schmidt
Dixie Behn

COMMISSIONERS ABSENT: Michele Hampton

STAFF MEMBERS PRESENT: Anya Warrington, Human Resources Director

OTHERS: None

Roll Call

MOTION to excuse Commissioner Hampton's absence by Commissioner Behn and seconded by Commissioner Schmidt. **MOTION** passed unanimously.

Action Items:

- A. Elect new Salary Commission Chairperson. Commissioner Huber nominated and **MOTION** Commissioner Schmidt to be the new Chairperson. Commissioner Behn seconded the motion. **MOTION** passed unanimously.
- B. Approval of December 1, 2022 minutes. **MOTION** to approve minutes by Commissioner Hoard, Commissioner Huber seconded. **MOTION** passed unanimously.

New Business:

- A. Review current compensation and comparable cities information for Mayor and City Council. Director Warrington provided a brief presentation and overview of the information and data provided in the agenda packet. She briefly went over the current budget status, bargaining status, and the June-to June Consumer Price Index (CPI). The Commissioners compared the salaries to the data provided in 2022 and reflected on their decisions last year. They discussed the comparable city data, the CPI, and current 4% cost of living budget recommendation for non-represented city staff. Commissioner Huber requested the City Council's salary history from 2017-present for the next meeting. The Commissioners agreed to wait until next session to deep dive into further conversation until all Commissioners could be present.
- B. Schedule future meetings. The Commissioners discussed and scheduled the following meeting dates:

October 30, 2023 at 6pm
November 14, 2023 at 6pm (if needed)
November 27, 2023 at 6pm (Public Hearing)

Adjourn

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

MEETING ADJOURNED at 7:04pm.

Respectfully Submitted:

Anya Warrington
Human Resources Director/Commission Liaison

Approved By:

Chairperson

CITY OF LAKE STEVENS
SALARY COMMISSION MEETING MINUTES

Monday, October 30, 2023

Zoom and YouTube

View full recording here:

[Salary Commission Meeting of October 30, 2023 - YouTube](#)

CALL TO ORDER: 6:06pm

COMMISSIONERS PRESENT: Jonathan Huber
Kaity Hoard
Jennifer Schmidt
Dixie Behn

COMMISSIONERS ABSENT: Michele Hampton

STAFF MEMBERS PRESENT: Anya Warrington, Human Resources Director

OTHERS: None

Roll Call

MOTION to excuse Commissioner Hampton's absence by Commissioner Schmidt and seconded by Commissioner Huber. **MOTION** passed unanimously.

Discussion

- A. Mayor and City Council 2024 Salaries. The Commissioners discussed the City Council salary history and previous meeting stipend. They discussed the comparable city data, the CPI, and current 4% cost of living budget recommendation for non-represented city staff. The Commissioners discussed how other cities structure their elected official's salary schedules, including performance metrics/increases, but ultimately did not recommend a change. The Commissioners agreed that a 4% cost of living increase would be appropriate for both City Council and Mayor for 2024. With rounding, this would reflect the Mayor's salary to be \$10,286 monthly and City Council's salary to be \$975 monthly.

Adjourn

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

MEETING ADJOURNED at 6:36pm.

Respectfully Submitted:

Anya Warrington

Human Resources Director/Commission Liaison

Approved By:

Chairperson



City of Lake Stevens
Elected Official Salary Schedule

The following salary schedule is hereby filed with the Lake Stevens City Clerk pursuant to Lake Stevens Municipal Code 2.51.050(b) as a result of the Lake Stevens Salary Commission action of November 27, 2023:

City Council: \$975.00 per month (\$11,700.00 annually)

Mayor: \$10,286.00 per month (\$123,432.00 annually)

Dated this 1st day of December, 2023:

Jennifer Schmidt
Salary Commission Chairperson