



**INDEPENDENT SALARY COMMISSION (ISC)
MEETING MINUTES
Tuesday, July 25, 2023
City Hall Council Chambers
6000 Main Street SW
Lakewood, WA 98499-5027**

CALL TO ORDER

The meeting was called to order at 6:05 p.m.

ATTENDANCE

Members Present: Ross Drangsholt, Mark Herr, Shawn Hill, Kris Kauffman and Linda Smith.

Staff Present: Mary McDougal, Human Resources Director, Heidi Ann Wachter, City Attorney and Briana Schumacher, City Clerk

AMENDMENTS TO AGENDA

None.

COMMISSION BUSINESS

Introductions.

This is the first meeting of a newly formed Commission. Members and staff introduced themselves.

Overview of Ordinance No. 605.

City Attorney Wachter provided an overview of the formation of the commission. The purpose of the Independent Salary Commission (ISC) is to specifically address the salaries of the Mayor and City Councilmembers. The ISC shall determine what compensation to offer Councilmembers. The Ordinance requires a recommendation from ISC within 45 days of creation of the commission. An extension may be requested if needed. Decisions by the ISC to change salaries are effective upon filing of statement of salaries with the City Clerk.

Open Public Meetings Act (OPMA) and Public Records Act (PRA) Training.

City Attorney Wachter provided an overview of the Open Government Trainings Act, OPMA and PRA. She shared that the City Clerk will send links to two online learn videos that can also be viewed by members.

Election of Chair and Vice-Chair.

Members re-introduced themselves and shared how long they have lived in the city and their community involvement.

KRIS KAUFFMAN NOMINATED LINDA SMITH FOR THE CHAIR OF COMMISSION. SMITH DECLINED THE NOMINATION.

LINDA SMITH NOMINATED SHAWN HILL AS CHAIR OF THE COMMISSION. SECONDED BY MARK HERR. VOICE VOTE WAS TAKEN AND CARRIED UNANIMOUSLY.

SHAWN HILL NOMINATED LINDA SMITH AS VICE-CHAIR OF THE COMMISSION. SECONDED BY KRIS KAUFFMAN. VOTE WAS TAKEN AND CARRIED UNANIMOUSLY.

Review of Data and Determine Approach to Setting Salaries & Additional Data Needed.

Human Resources Director McDougal distributed and reviewed the following documents:

- Mayor, Deputy Mayor and Councilmember Compensation History
- Salary Data from the Association of Washington Cities (AWC) 2022 salary survey for WA State Cities with populations over 15,000
- A list of Councilmember liaison assignments to City of Lakewood Citizen Advisory Boards, Committees, and Commissions, and Other Affiliated Committees and Boards
- A list of comparable cities used for each of the City's bargaining units
- City Employee Salary Adjustment History from 2016-2019

Discussion ensued related to the data provided.

Much of the discussion centered around whether there was need to obtain additional information for consideration prior to setting salaries, including increases for elected officials of similar cities, general employee increases for similar cities, the structure (Mayor-Council vs Council-Manager structure, and existence of a salary commission), timing of compensation decisions in other cities over a similar time period, and factors considered by other salary commissions to determine increases. There was discussion about whether the cities identified as comparable for AFSCME collective bargaining were the most appropriate to use for elected official comparisons, and whether some closer in population should be used instead, and discussion about the relative importance of data from other cities.

The Commission was provided available 2019 compensation data for Lacey, Olympia, Puyallup, and Shoreline to compare with 2022 data to determine increase rates over that three-year period, and discussed the need to adjust to reflect the 4th year not covered by the available elected official data.

Commission members discussed their interest in being fair, reasonable, and fiscally responsible. Some members expressed views that elected officials are serving in those roles primarily for reasons other than money, and that the levels of increase under discussion likely wouldn't impact who might be interested in serving, but provides some minimal compensation for the significant time spent away from their families. It was also stated that Council members receive benefits other than monetary compensation for their service.

The majority of the Commission members expressed that they were prepared to move forward to make a decision based on the information available to them, and that any increases proposed should not be higher than what AFSCME-represented employees received over the 4 year time period. One member indicated agreement to move forward with the desire to settle the issue without delay in the face of a lack of interest by fellow Commission members to seek more salient data for the proposed salary consideration.

SHAWN HILL MOVED TO SET THE SALARY OF ELECTED OFFICIALS AS FOLLOWS:

MAYOR \$1,855/month
DEPUTY MAYOR \$1,740/month
COUNCILMEMBERS \$1,625/month

SECONDED BY KRIS KAUFFMAN.

VOICE VOTE WAS TAKEN AND CARRIED UNANIMOUSLY.

Public Comments

None.

At 7:33 p.m., the Salary Commission announced that they will recess for approximately five minutes. The Salary Commission reconvened at 7:38 p.m.

Set Next Meeting Agenda/Future Meeting Dates

As the work of the ISC was completed, no additional meetings were set.

ADJOURNMENT

Meeting adjourned at 7:41 pm.

Shawn C Hill

Shawn Hill, Chair

Mary McDougal

Mary McDougal, HR Director