



Salary Commission Meeting Agenda
Tuesday, September 17, 2024, 4:00 PM
Council Chambers, 616 NE 4th AVE

NOTE: The City welcomes public meeting citizen participation. TTY Relay Service: 711. In compliance with the ADA, if you need special assistance to participate in a meeting, contact the City Clerk's office at (360) 834-6864, 72 hours prior to the meeting so reasonable accommodations can be made (28 CFR 35.102-35.104 ADA Title 1)

To observe the meeting via Zoom

- go to <https://us06web.zoom.us/j/81498650863>

CALL TO ORDER

APPOINT CHAIR

APPROVAL OF MINUTES

1. Approval of November 14, 2023, Salary Commission Public Hearing Minutes - Draft

COMMITTEE DELIBERATION

2. Annual Commission Review Discussion

ADJOURNMENT



Salary Commission Public Hearing Minutes_Draft
Thursday, November 14, 2023, 4:00 PM
Camas City Hall 616 NE 4th Ave

CALL TO ORDER

Chair Matt Ransom called the meeting to order at 4:00 p.m.

ROLL CALL

Present: Sheila Schmid, Zach Goodman, Matt Ransom, Robert Wimer

Absent: Allen Anderson

Staff: Carrie Davis, Jennifer Gorsuch, Doug Quinn

Press: No one from the press was present

Audio Issues

APPROVAL OF MINUTES

1. September 19, 2023, Salary Commission Meeting Minutes

It was moved by Schmid and seconded that the minutes be approved as presented. The motion carried unanimously.

OVERVIEW OF COMMISSION RECOMMENDATIONS

2. Ransom provided an overview of the Commission meeting on September 19, 2023. Discussion ensued.

At their September 19, 2023, meeting, the Commission recommended a monthly stipend adjustment for the Mayor from \$2,874 to \$3,000 and for the Council from \$1,045 to \$1,200. No changes were suggested for the technology stipend for the Council or the car allowance for the Mayor.

****An audio issue occurred roughly 00:01:45. Discussion was paused until the audio issue was resolved at roughly 00:02:45.***

PUBLIC HEARING

3. Chair Ransom opened the public hearing at 4:00 p.m.

Chair Ransom closed the meeting at 4:05 p.m. No members of the public commented.

COMMITTEE DELIBERATION

It was moved by Goodman and seconded to adjust the monthly stipend, for 2024, to \$3,000 for the Mayor and to \$1,200 for the Council Members. No changes were made to the technology allowance for Council and Mayor or to the car allowance for the Mayor. The motion carried unanimously.

Matt Ransom shared that this meeting is his last, as his 2nd term is up.

CLOSE OF MEETING

The meeting closed at 4:30 p.m.

1. **Roles and Responsibilities** –The Commission is charged with establishing the compensation for the Mayor and Council Members. They are responsible to file a schedule for elected officials annually. All meetings, actions and business of the Salary Commission are subject to the Open Public Meetings Act and the Public Records Act. Prior to filing the salary schedule the Commission must hold at least one Public Hearing.
2. **Background Information** – the council meets on the first and third Monday's of the month. They have work sessions beginning at 4:30 p.m. and the regular Council Meeting begins at 7:00 p.m. The council will spend approximately eight hours a month attending the work sessions and regular meetings, plus their review and preparation time. They also have council appointments. The commission should also consider the compensation for cities in Clark County and similar sized Mayor-Council forms of government for other jurisdictions in the State of Washington.
3. **Open Public Meetings Act (OPMA)** - in the State of Washington public meetings are to be run according to parliamentary principles, which are:
 - The purpose of the meeting is to address the issue at hand and make decisions.
 - Per the agenda, members are to keep their remarks relevant to the issue immediately at hand.
 - Each member may speak once to the agenda item
 - Process the information at hand, and do not belabor the point – provide your comment, ask a question, or request clarification
 - Once each member has spoken, the chair can circle around again for one more comment from each member
 - Be respectful on one another's time – begin and end your meetings on time
 - Call for the Vote – Bring closure once there is consensus and announce the commission's decision on the issue at hand.

City committees, which are subject to the OPMA, differ from homeowners' associations and other community boards or committees. The City strives to maintain a sense of order, professionalism and consideration for fellow members across all its meeting bodies.

SALARY COMMISSION MUNICIPAL CODE 2.38 OVERVIEW

A. Salary Commission has been created for the city of Camas. The Commission shall consist of five members who are residents and registered voters of the city, to be appointed by the Mayor with approval of the City Council. For purposes of this section, "residents" shall mean a resident of the City of Camas for a minimum of a period of two (2) years prior to their appointment.

B. A member of the Commission shall serve for a four-year term without compensation. The initial membership shall be appointed for staggered terms with one member serving a two-year term, two members serving three-year terms and two members serving four-year terms.

C. No member of the Commission shall be appointed for more than two terms.

D. A member of the Commission shall not be an officer, official, or employee of the city or an immediate family member of an officer, official, or employee of the city. For purposes of this section, "immediate family member" means the parent, spouse, sibling, children, or dependent relative of an officer, official, or employee of the city, whether or not living in the household of the officer, official, or employee.

A. The Commission shall have the duty to review the relationship of salaries to the duties of the Mayor and City Councilmembers. If after such review the Commission determines that the salary paid to any elected city official should be increased or decreased, the Commission shall file a written salary schedule with the City Clerk indicating the increase or decrease in salary.

B. Any increase or decrease in salary established by the Commission shall become effective and incorporated in the city budget without further action of the City Council or the Commission.

C. A new schedule shall be timed to be effective simultaneously and equally to all City Councilmembers. The Commission shall file its initial schedule for elected city officials no later than November 1, 2014. The Commission shall file subsequent schedules on a yearly basis following the effective date of the ordinance codified in this subsection. Each schedule shall be prepared in a form approved by the City Attorney. The signature of the Commission chair shall be affixed to each schedule submitted to the City Clerk. The Commission chair shall certify in writing that the schedule has been adopted in compliance with: (a) the rules and procedures, if any, of the Commission; (b) the provisions of this chapter; and (c) other applicable laws including the State Constitution.

D. The decision to raise or lower salaries shall be by the decision of the majority of the Commission.

E. Salary increases established by the Commission shall be effective as to all elected city officials regardless of their terms of office and shall take effect January 1st of the following year.

F. Salary decreases established by the Commission shall become effective as to an incumbent elected city official at the commencement of their next subsequent term of office.

The meetings and operations of the Commission shall be conducted as follows:

A. All meetings, actions, hearings and business of the salary Commission shall be subject to the Open Public Meetings Act, Chapter 42.30 RCW, and the Public Records Act. Prior to the filing of any salary schedule: (a) The Commission shall first develop a proposed schedule; then (b) publish notices in the same manner as the City Council agendas; and (c) hold at least one public hearing and take testimony thereon, within one month immediately preceding the filing of the salary schedule.

B. Operations. Except as provided hereinafter, the salary Commission shall be solely responsible for its own organization, operations and action, and shall receive the fullest cooperation of all elected and appointed city officials and employees, departments and agencies of the city of Camas. Staff support shall be provided as determined in the city budget and by the Mayor. The members of the Commission shall select a chair from among their membership.

SALARY COMMISSION 2024

NAME	PHONE	E-MAIL	TERM START	TERM END	TERM LENGTH
Briand, Lisa	(303) 588-6028	lbriand@gmail.com	January 1, 2024	December 31, 2027	1st 4 Year Term
Goodman, Zach	503-319-4110	zbgood23@yahoo.com	January 1, 2021	December 31, 2024	1st 4 Year Term
Schmid, Sheila	541-490-3607	schmid@gorge.net	January 1, 2020	December 31, 2025	1st 4 Year Term
Wimer, Robert	(503) 308-0121	robert.w.wimer@gmail.com	January 1, 2023	December 31, 2025	1st 4 Year Term
Yoshimura, Kristin	(503) 312-3853	kristinyoshimura@gmail.com	January 1, 2024	December 31, 2027	1st 4 Year Term

Chapter 2.38 - SALARY COMMISSION

A member of the commission shall serve for a four-year term without compensation. The initial membership shall be appointed for staggered terms with one member serving a two-year term, two members serving three-year terms and two members serving four-year terms. No member of the commission shall be appointed for more than two terms. (Note: Thereafter, every person appointed to such committee shall serve a four-year term; this is not included on adopted ordinance)

In the event of a vacancy in the office of a commissioner, the mayor shall appoint, subject to approval of the city council, a person to serve the unexpired portion of the term of the expired position.

Salary Commission Actions

Year Affected		Stipend Pct Increase	Stipend	Vehicle Allowance	Technology Allowance
2015	Mayor	Comp Study	\$ 2,200	\$ 200	\$ 75
	Council Members	Comp Study	\$ 750	None	\$ 25
2016	Mayor	None	\$ 2,200	\$ 200	\$ 75
	Council Members	None	\$ 750	None	\$ 25
2017	Mayor	2.5%	\$ 2,255	\$ 300	\$ 75
	Council Members	2.5%	\$ 769	None	\$ 50
2018	Mayor	2%	\$ 2,300	\$ 300	\$ 75
	Council Members	2%	\$ 784	None	\$ 50
2019	Mayor	4%	\$ 2,392	\$ 300	\$ 75
	Council Members	4%	\$ 816	None	\$ 50
2020	Mayor	2.5%	\$ 2,452	\$ 300	\$ 75
	Council Members	2.5%	\$ 836	None	\$ 50
2021	Mayor	2.0%	\$ 2,501	\$ 300	\$ 75
	Council Members	2.0%	\$ 853	None	\$ 50
2022	Mayor	9.96%	\$ 2,750	\$ 300	\$ 100
	Council Members	17.2%	\$ 1,000	None	\$ 75
2023	Mayor	4.5%	\$ 2,874	\$ 300	\$ 100
	Council Members	4.5%	\$ 1,045	None	\$ 75
2024	Mayor	~4.4%	\$ 3,000	\$ 300	\$ 100
	Council Members	~15%	\$ 1,200	None	\$ 75
2025 Recomm	Mayor				
	Council Members				

Source: Association of Washington Cities & by polling

CLARK COUNTY

Jurisdiction	Mayor's/Mo 2024	Council/Mo 2024	Population 2024	Form of Government	Additional Notes and Considerations {NEED TO UPDATE TO 2024 DATA}
Battle Ground	\$ 1,200	\$ 1,000	22470	Council-Manager	Dep Mayor \$1100, Mayor and Council eligible for health care same rate as non-rep employees. No vehicle or technology stipends.
Camas*	\$ 3,000	\$ 1,200	27660	Mayor-Council	Plus \$100 Mayor/\$75 Council mo optional tech stipend. Mayor \$300 vehicle allowance.
La Center	\$ 700	\$ 200	4045	Mayor-Council	Plus \$65/mtg; Salary Commission Compensation, max 40 meetings/year
Ridgefield	\$ 1,350	\$ 675	15790	Council-Manager	Salary commission meets in late August. They do not do annual COLAs for these positions.
Vancouver	\$ 2,875	\$ 2,875	198,163	Council-Manager	Mayor pro-tem makes \$2,500/mo. Benefits-eligible (premium share required except for dental and Life AD&D). No annual CPOLA raises, salaries stay the same for 2-years at a time. Last increase in 2023. In 2024 a 2025-2026 budget biennium salary freeze for Mayor, Mayor Pro-Tem and Council members.
Washougal	\$ 848	\$ 624	18150	Council-Manager	
Yacolt	\$ 1,000	*\$100	1670	Mayor-Council	*Council gets \$100 per meeting not per month.

WASHINGTON CITIES - POPULATION 15,000-50,000

Jurisdiction	Mayor's/Mo 2024	Council/Mo 2024	Population 2024	Form of Government	Add'l Notes
Anacortes	\$ 11,592	\$ 1,200	18270	Mayor-Council	Med, Dental, Vision 50% of lowest employee only offered medical plan, no dependents or spouses
Bonney Lake *	\$ 2,100	\$ 850	23320	Mayor-Council	
Bremerton	\$ 10,412	\$ 1,587	45390	Mayor-Council	The Council President is paid an additional \$452.00 per month. Mayor receives medical, dental and vision, council does not. Mayor has a City vehicle. No stipend or vehicle for council members.
Camas*	\$ 3,000	\$ 1,200	27660	Mayor-Council	Plus \$100 Mayor/\$75 Council mo optional tech stipend. Mayor \$300 vehicle allowance.
Covington	\$ 1,250	\$ 1,000	22000	Council-Manager	No medical benefits or vehicle, technology stipend.
Des Moines	\$14000*	\$10000*	33400	Council-Manager	Mayor \$350/meeting (40 per year max), Council \$250/meeting
Edmonds				Mayor-Council	Salary Commission Disbanded; HR will apply Non-Rep Colas
Issaquah *	\$ 11,705	\$ 1,700	41500	Mayor-Council	An annual salary of \$140,446.00. Mayor eligible for medical benefits and has City vehicle. Offer \$50/mo. technology stipend for Council. Council salaries will increase the same percent as non-rep staff for 2025 unless FTE positions is 2.5% below the prior year.
Lake Stevens *	\$ 10,286	\$ 975	41540	Mayor-Council	Plus \$80/meeting max. 4/mo
Monroe *	\$ 3,600	\$ 800	20830	Mayor-Council	No medical benefits or vehicle, technology stipend.
Mountlake Terrace	\$ 1,191	\$ 974	24260	Council-Manager	Receives no benefits
Mukilteo	\$ 5,900	\$ 500	21590	Mayor-Council	
Oak Harbor *	\$ 5,166	\$ 775	24900	Mayor-Council	Med, Dental, Vision Council member pays 100% and cover any dependents or spouse
Snoqualmie	\$ 3,000	\$ 500	14520	Mayor-Council	
Tukwila *	\$ 11,315	\$ 1,450	22930	Mayor-Council	The Mayor follows Non-Rep employees in terms of the benefits offered. However, medical, dental, vision is offered for employee only, no dependents. Some council members are still at \$1250/month. By 1/1/26 all will be at \$1450/month.
University Place	\$ 2,080	\$ 1,783	35970	Council-Manager	
Wenatchee	\$ 8,500	\$ 1,150	36040	Mayor-Council	Additional \$100/month stipend for Mayor Pro-Tem (calendar year assignment)

2025 Projected CPI 2.4% {City of Camas unions cap CPI at 4.5%} 2025 Projected Social Security COLA 2.6%

COUNCIL APPOINTMENTS 2024

Board/Committee/Commission	Full Name	Position
C-TRAN	Tim Hein	Representative
	Jennifer Senescu	Alternate
City/School Committee	Marilyn Boerke	Representative
	Leslie Lewallen	Representative
Columbia River Economic Development Council (CREDC)	Steve Hogan	Appointed
	Doug Quinn	Alternate
Council Policies & Procedures Ad Hoc Committee	Bonnie Carter	Representative
	Marilyn Boerke	Representative
Camas-Washougal Chamber of Commerce	Leslie Lewallen	Representative
	John Svilarich	Alternate
Design Review Committee	Bonnie Carter	Representative
	Jennifer Senescu	Alternate
Downtown Camas Association	Leslie Lewallen	Representative
	John Svilarich	Alternate
East County Ambulance Advisory Board (ECAAB)	John Nohr	Representative
Economic Development Strategy Committee for Economic Incentives	John Svilarich	Representative
	Tim Hein	Representative
	Jennifer Senescu	Representative
Equity, Diversity, Inclusion	Bonnie Carter	Representative

COUNCIL APPOINTMENTS 2024

	Marilyn Boerke	Representative
	Leslie Lewallen	Representative
Finance Committee	John Nohr	Representative
	Tim Hein	Representative
	Bonnie Carter	Representative
Fire – Joint Policy Advisory Committee (JPAC)	Marilyn Boerke	Representative
	John Nohr	Representative
	Bonnie Carter	Representative
Fire/Emergency Medical Services Partnership	John Nohr	Representative
	Steve Hogan	Representative
GP Mill Advisory Committee	Steve Hogan	Representative
GP Mill Clean-Up Advisory Committee	Jennifer Senescu	Representative
	John Svilarich	Representative
Homelessness Strategy Ad Hoc Committee	Bonnie Carter	Representative
	Marilyn Boerke	Representative
	Leslie Lewallen	Representative
Legislative Committee	Bonnie Carter	Representative
	Tim Hein	Representative
	John Nohr	Representative
LEOFF Disability Board	Marilyn Boerke	Representative
	John Nohr	Representative

COUNCIL APPOINTMENTS 2024

Library Board	Bonnie Carter	Representative
	Marilyn Boerke	Representative
Lodging Tax Advisory Committee	Marilyn Boerke	Representative
Mayor Pro Tem	Bonnie Carter	Appointed
	Tim Hein	Alternate
Parks & Recreation Commission	Tim Hein	Liaison
	John Svilarich	Alternate
Planning Commission	John Svilarich	Liaison
	Leslie Lewallen	Alternate
Port of Camas-Washougal	Bonnie Carter	Liaison
	Leslie Lewallen	Alternate
Regional Fire Protection Service Authority Planning Committee	Marilyn Boerke	Representative
	Bonnie Carter	Representative
	John Nohr	Representative
Regional Transportation Council (RTC) (C-W 2023-24 Representative)	David Stube	Representative
	<i>City of Camas</i> Leslie Lewallen	<i>Alternate</i>
Sister Cities Committee	Tim Hein	Representative
	Marilyn Boerke	Alternate
Urban County Policy Board (CDBG Advisory)	Steve Hogan	Representative

**City of Camas
Salary Commission
Annual Review 2024**

Council and Mayor Tracked Time - 2024:

- **Council** - Average 6.75 Hours/Week - Council Meeting related
Average 4.25 Hours/Week - Boards/Comm. related
Average 6 Hours/Week - Citizen Interaction
Average 1.75 Hours/Week - Training/Webinars

= 18.75 Hours/Week Average Overall

- **Incidentals Not Submitted for Reimbursement:**
Printing, coffee meetings, parking,

- **Things Salary Commission should know:**
 - attend & volunteer at other local events
 - hours fluctuate greatly week to week
 - hours fluctuate depending on time of year/projects/budget season/etc.
 - Mayor attends many events and meetings representing the City

- **Mayor** - Average 30 Hours/Week

City of Camas Elected Officials Stipend Report

Item 2.

	2019	2020	2021	2022	2023	2024 (Est)
Payroll Stipend	\$ 96,695	\$ 99,648	\$ 96,190	\$ 114,500	\$ 120,178	\$ 136,800
Tech Reimbursement	\$ 4,525	\$ 5,100	\$ 4,366	\$ 7,313	\$ 7,350	\$ 7,238
Car Allowance (Mayor)	\$ 3,642	\$ 3,600	\$ 3,600	\$ 3,600	\$ 3,600	\$ 3,600
Mileage Reimbursement	\$ 195	\$ -	\$ -	\$ -	\$ -	\$ -
Total	\$ 104,862	\$ 108,348	\$ 104,156	\$ 125,413	\$ 131,128	\$ 147,638