



Salary Commission Special Meeting Agenda Monday, September 28, 2020, 2:00 PM REMOTE MEETING PARTICIPATION

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.).

Participate in this virtual meeting with the online ZOOM application and/or by phone.

OPTION 1 -- Join the virtual meeting from any device:

1. First-time ZOOM users, go to www.zoom.us
 - To download the free ZOOM Cloud Meetings app for your device
 - Or, click the Join Meeting link in the top right corner and paste - 93819545008
 - Enter password - 827844
2. From any device click the meeting link -
- <https://zoom.us/j/93819545008?pwd=R0djell4amNMVjBWMzJQcmJ3Qm5Gdz09>
3. Enter password - 827844
4. Enter your email and name, and then join webinar.
5. Wait for host to start the meeting.

OPTION 2 -- Join the virtual meeting from your phone (audio only):

1. Dial 877-853-5257
2. When prompted, enter meeting ID 938 1954 5008, and password - 827844

During Public Comment periods:

1. Attendees may click the **raise hand icon** to be called upon to comment for up to 3 minutes.
 - By phone, hit *9 to "raise your hand"
2. Residents can send public comments to publiccomments@cityofcamas.us (limit 400 words).
These will be entered into the meeting record. Emails received by one hour before the start of the meeting will be emailed to the Meeting Body prior to the meeting start time. During the meeting, the clerk will read aloud the submitter's name, the subject, and the date/time it was received. Emails will be accepted until 1 hour received after the meeting and will be emailed to the Meeting Body no later than the end of the next business day.

SPECIAL MEETING

CALL TO ORDER

ROLL CALL

MEETING BUSINESS

1. August 25, 2020 Salary Commission Special Meeting Minutes
2. Salary Commission Annual Review

ADJOURNMENT



Salary Commission Special Meeting Minutes - Draft
Tuesday, August 25, 2020, 5:00 PM
REMOTE MEETING PARTICIPATION

NOTE: Please see the published Agenda Packet for all item file attachments

CALL TO ORDER

The meeting was called to order at 5:00 p.m.

ROLL CALL

Present: Matthew McBride, John Nohr, Matt Ransom and Sheila Schmid

Staff: Bernie Bacon and Jennifer Gorsuch

Press: No one from the press was present

MEETING BUSINESS

1. Elect Chair for Salary Commission

It was moved by Ransom, and seconded, to elect Mathew McBride as the Chair for the Salary Commission. The motion passed unanimously.

2. Approval of the Minutes

The minutes will corrected.

It was moved by Ransom, and seconded, to approve the minutes. The motion carried unanimously.

3. Salary Commission Annual Review

An overview of the purpose and role of the Salary Commission.

The Commission reviewed the data. Discussion ensued.

Staff will perform a time survey of the Mayor and Council Members in their roles and provide the results before the next scheduled meeting.

Staff will setup the next Commission meeting in the near future.

ADJOURNMENT

The meeting adjourned at 5:48 p.m.

2020 COUNCIL APPOINTMENTS

Item 2.

Board/ Committee/ Commission	Full Name	Position
Bee Committee	Ellen Burton	Liaison
Camas Youth Advisory Council (CYAC)	Ellen Burton	Liaison
Camas-Washougal Economic Development Association (CWEDA)	Barry McDonnell	Liaison
	Steve Hogan	Alternate
City/School Committee	Don Chaney	Liaison
	Barry McDonnell	Alternate
Clark Regional Emergency Services Agency (CRESA)	Don Chaney	Liaison
Columbia River Economic Development Council (CREDC)	Ellen Burton	Liaison
Communication Committee	Bonnie Carter	Liaison
	Ellen Burton	Liaison
Community Development Block Grant	Barry McDonnell	Liaison
C-TRAN	Greg Anderson	Liaison
	Melissa Smith	Alternate
CW Chamber of Commerce	Melissa Smith	Liaison
	Bonnie Carter	Alternate
Design Review Committee	Melissa Smith	Liaison
Downtown Camas Association	Shannon Roberts	Liaison
	Bonnie Carter	Alternate
East County Ambulance Advisory Board (ECAAB)	Shannon Roberts	Liaison
	Steve Hogan	Alternate
Economic Development Strategy Committee for Economic Incentives	Greg Anderson	Liaison
	Steve Hogan	Liaison
	Barry McDonnell	Liaison
Finance Committee	Don Chaney	Liaison
	Steve Hogan	Liaison
	Bonnie Carter	Liaison
Fire - Joint Policy Advisory Committee (JPAC)	Don Chaney	Liaison
	Greg Anderson	Liaison
	Ellen Burton	Liaison

Fire/Emergency Medical Services Partnership	Greg Anderson	Liaison
	Barry McDonnell	Liaison
GP Mill Advisory Committee	Steve Hogan	Liaison
	Shannon Roberts	Liaison
	Barry McDonnell	Liaison
LEOFF Disability Board	Melissa Smith	Board Member
	Don Chaney	Board Member
Library Board	Bonnie Carter	Liaison
	Ellen Burton	Alternate
Lodging Tax Advisory Committee	Shannon Roberts	Liaison
Lower Columbia Fish Recovery Board - Regional Cities Rep	No assignment	
Mayor Pro-Tem	Greg Anderson	
	Don Chaney	Alternate
Parks & Recreation Commission	Melissa Smith	Liaison
	Shannon Roberts	Alternate
Planning Commission	Shannon Roberts	Liaison
	Ellen Burton	Alternate
Port of Camas-Washougal	Melissa Smith	Liaison
Public Safety Committee	Don Chaney	Liaison
	Greg Anderson	Liaison
	Ellen Burton	Liaison
Public Works Committee	Bonnie Carter	Liaison
	Steve Hogan	Alternate
Regional Transportation Council (RTC) (Washougal 2020 Liaison)	Melissa Smith	Alternate
Shoreline Management Review Committee	Ellen Burton	Liaison
Sister Cities Committee	Ellen Burton	Liaison
	Barry McDonnell	Alternate

City of Camas
Salary Commission
Annual Review 2020

Council and Mayor Tracked Time - 2020:

- **Council** - Average 7 Hours/Week - Council Meeting related
Average 4 Hours/Week - Boards/Comm. related
Average 3 Hours/Week - Citizen Interaction
Average 1.75 Hours/Week - Training/Webinars

= 15.75 Hours/Week Average Overall

- **Incidentals Not Submitted for Reimbursement:**
Mileage, parking, printing, paper, coffee mtgs.

- **Things Salary Commission should know:**
 - attend & volunteer at other local events
 - post-covid, hours will increase
 - thanks for your efforts
 - covid affecting hours; committee's work backing up
 - time-study timing poor d/t/ covid
 - hours fluctuate greatly week to week
 - covid impacts time study greatly

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

**City of Camas
Salary Commission
Annual Review 2015**

Council and Mayor Tracked Time for June and July 2015:

- Council Average 5.6 Hours/Week
- Mayor Average 30 Hours/Week

**Salary Commission Info
from Finance**

Item 2.

	<u>2018</u>	<u>2019</u>	<u>2020</u>	Total Years-To-Date
A/P Reimbursements	\$ 423.41	\$ 1,195.69	\$ -	\$ 1,619.10
P Card Purchases	\$ 433.13	\$ -	\$ 327.18	\$ 760.31
Payroll	\$ 91,104.00	\$ 96,695.23	\$ 66,432.00	\$ 163,127.23
Data	\$ 350.00	\$ 303.50	\$ 200.00	\$ 503.50
Car	\$ 3,600.00	\$ 3,642.00	\$ 2,400.00	\$ 6,042.00
Phone	\$ 3,850.00	\$ 4,221.52	\$ 3,200.00	\$ 7,421.52
TOTAL	\$ 99,760.54	\$ 106,057.94	\$ 72,559.18	\$ 179,473.66
			\$ 9,069.90	Average/month first 8 months
			\$ 108,838.77	<i>2020 Annualized Amount Estimate</i>

2020 Washington City Salary and Benefit Survey

Source: Association of Washington Cities

 =change

CLARK COUNTY **CPI is 1-1.5**

Jurisdiction	Mayor's/Mo	Council/Mo	Population	Class	Form of Government	Contacts	Add'l Notes/ Other Considerations/Job Descriptions/Salary Commission/CPI/Medical/Social Security/Years of Service??
Battle Ground	\$ 750	\$ 600	22,180	Code	Council-Manager	Iorna vm 342-5009	
Camas	\$ 2,392	\$ 816	25,140	Code	Mayor-Council		Plus \$25/mo optional tech stipend. Salary Commission. No job descriptions.
La Center	\$ 625	\$ 200	3,700	Code	Mayor-Council	263-2782 janice	Plus \$50/meeting-same. Salary Commission determined based on other cities and their population
Ridgefield	\$ 1,000	\$ 500	9,770	Code	Council-Manager	Julie ferris left yr	Plus \$60/meeting with maximum: Mayor: \$6,000/yr., Council \$3,000/yr.
Vancouver	\$ 2,488	\$ 1,947	189,700	First	Council-Manager	LM 487-8417	
Washougal	\$ 720	\$ 575	16,500	Code	Council-Manager		Mayor decrease d/t/ Change Form of Gov't. Salary Commission meets every year.
Yacolt	\$ 500	\$ 70	1,825	Town	Mayor-Council	M 360-686-392	Range up to \$105

WASHINGTON CITIES - POPULATION 15,000-50,000

Jurisdiction	Mayor's/Mo	Council/Mo	Population	Class	Form of Government	Add'l Notes
Aberdeen	\$ 1,091	\$ 413	16,890	First	Mayor-Council	No Salary Commission. No job descriptions.
Anacortes	\$ 8,891	\$ 1,200	17,830	Code	Mayor-Council	No Salary Commission, a "Citizen's Elected Officials Compensation Committee". Mayor high-level list of responsibilities in their code.
Bonney Lake *	\$ 2,100	\$ 850	21,390	Code	Mayor-Council	Code Chapter 2.68: Salary Commission/ Code 2.08.030 High-Level Mayor Responsibilities
Bremerton	\$ 8,917	\$ 1,084	41,750	First	Mayor-Council	Charter 2: Salary Commission. Mayor/Council list or responsibilities in Charter. Council president has a list of responsibilities on their website.
Camas *	\$ 2,392	\$ 816	25,140	Code	Mayor-Council	
Edmonds	\$ 10,495	\$ 1,250	42,470	Code	Mayor-Council	Base pay + 727.92/monthly cafeteria benefit toward health insurance
Issaquah *	\$ 10,104	\$ 1,250	38,690	Code	Mayor-Council	Range up to \$1,450
Lake Stevens *	\$ 2,200	\$ 500	34,150	Code	Mayor-Council	Plus \$75/meeting max. 4/mo
Monroe *	\$ 3,600	\$ 800	19,800	Code	Mayor-Council	No Salary Commission. No job descriptions.
Mount Vernon	\$ 8,788	\$ 1,200	36,050	Code	Mayor-Council	No Salary Commission. No job descriptions.
Mukilteo	\$ 5,900	\$ 500	21,160	Code	Mayor-Council	No Salary Commission. No job descriptions.
Oak Harbor *	\$ 4,491	\$ 643	22,910	Code	Mayor-Council	No Salary Commission. No job descriptions.
Pullman *	\$ 1,417	\$ 550	34,850	Code	Mayor-Council	No Salary Commission. No job descriptions.
Tukwila *	\$ 8,249	\$ 1,250	21,360	Code	Mayor-Council	No Salary Commission. No job descriptions.
Wenatchee	\$ 8,500	\$ 665	35,140	Code	Mayor-Council	No Salary Commission. No job descriptions.

* Cities with City Administrators

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		\$	\$	\$
	Council Members		\$		\$

SALARY COMMISSION 2020			
NAME	DATE APPOINTED/ TERM START	TERM EXPIRES	TERM LENGTH
Ransom, Matt	December 21, 2015 January 1, 2020	Dec. 31, 2023	2nd/final term 4 years
Nohr, John	January 16, 2018 January 1, 2018	Dec. 31, 2021	1st full term 4 years
Sheila Schmid	January 21, 2020 January 1, 2020	Dec. 31, 2023	1st full term 4 years
McBride, Matthew	Dec. 19, 2016 January 1, 2017	Dec. 31, 2020	1st full term 4 years

[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)