



**Salary Commission Meeting Agenda
Thursday, October 07, 2021, 4:30 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)

To Participate Remotely:

OPTION 1 -

1. Go to www.zoom.us and download the app or click "Join A Meeting" and use Meeting ID – 923 9874 7239
2. Or, from any device click <https://zoom.us/j/92398747239>

OPTION 2 - Join by phone (audio only):

1. Dial 877-853-5257 and enter meeting ID# 923 9874 7239
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CALL TO ORDER

ROLL CALL

PURPOSE OF SALARY COMMISSION REVIEW

1. Salary Commission Purpose Overview

APPOINT CHAIR

APPROVAL OF MINUTES

2. November 5, 2020 Salary Commission Meeting Minutes - Draft

COMMISSION ANNUAL REVIEW

3. Annual Commission Review Discussion

ADJOURNMENT

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 Public Hearing Minutes - Draft
Thursday, November 05, 2020, 4:00 PM
REMOTE MEETING PARTICIPATION**

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

CALL TO ORDER

Chair Matthew McBride called the meeting to order at 4:00 p.m.

ROLL CALL

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

Staff: Bernie Bacon, Jamal Fox and Jennifer Gorsuch

Press: Kelly Moyer, Camas-Washougal Post-Record

APPROVAL OF MINUTES

1. Commission Minutes Approval

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

PUBLIC HEARING

2. The Commission will take Public Comment About Proposed COLA Increase in Mayor and Council Members Monthly Stipend to Match the Council Approved Increase for Non-Represented City Employees

Chair McBride provided background about the recommendation process. He opened and closed the public hearing at 4:04 p.m. As no members of the public wished to speak.

COMMITTEE DELIBERATION

3. Salary Commission Annual Review Supporting Documentation

It was moved by Nohr, and seconded, that the COLA Increase for the Mayor and City Council Members Monthly Stipend Match what the Council Members Approved for Non-Represented City Employees; an increase of 2%. The motion carried unanimously.

ADJOURNMENT

The meeting adjourned at 4:09 p.m.

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				
	Council Members				

2021 COUNCIL APPOINTMENTS

Item 3.

Board/ Committee/ Commission	Full Name	Position
Bee Committee	Melissa Smith	Liaison
Camas Youth Advisory Council (CYAC)	Ellen Burton	Liaison
City/School Committee	Don Chaney	Liaison
	Ellen Burton	Liaison
Clark Regional Emergency Services Agency (CRESA)	Don Chaney	Liaison
Columbia River Economic Development Council (CREDC)	Steve Hogan	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	Ellen Burton	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	Ellen Burton	
Parks & Recreation Commission	Ellen Burton	Liaison
	Shannon Roberts	Alternate
Planning Commission	Shannon Roberts	Liaison
	Bonnie Carter	Alternate
Port of Camas-Washougal	Melissa Smith	Liaison
Public Safety Committee	Don Chaney	Liaison
	Greg Anderson	Liaison
	Shannon Roberts	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

2021 Washington City Salary and Benefit Survey

Source: Association of Washington Cities & by polling

CLARK COUNTY

2021 CPI is 5-5.2%; Social Security 1.3%

Jurisdiction	Mayor's/Mo	Council/Mo	Population	Class	Form of Government	Add'l Notes/ Other Consid's/Job Descr./Salary Commission/Medical/Years of Service:
Battle Ground	\$ 1,100	\$ 900	22,800	Code	Council-Manager	Dep Mayor \$1K, Eligible for health care same rate as employees. No increase for 2022.
Camas	\$ 2,501	\$ 853	26,200	Code	Mayor-Council	Plus \$75 Mayor/\$50 Council mo optional tech stipend. Mayor \$300 vehicle allowance.
La Center	\$ 700	\$ 200	3,960	Code	Mayor-Council	Plus \$50/mtg; Salary Commission decided no 2022 adjustments
Ridgefield	\$ 1,050	\$ 525	11,560	Code	Council-Manager	Comission decided for 2022 - Mayor \$1,200, Council \$600; since no increase was made in 2021
Vancouver	\$ 2,614	\$ 2,045	194,600	First	Council-Manager	Salary Commission April 2020 Decision for No Increases for 2021 & 2022
Washougal	\$ 765	\$ 587	16,950	Code	Council-Manager	Salary Commission meets in November for 2022.
Yacolt	\$ 700	\$ 50	1,835	Town	Mayor-Council	

WASHINGTON CITIES - POPULATION 15,000-50,000

Jurisdiction	Mayor's/Mo	Council/Mo	Population	Class	Form of Government	Add'l Notes
Anacortes	\$ 9,652	\$ 1,200	18,050	Code	Mayor-Council	Mayor set by Council. Council by Personnel Committee. Federal Gov't Social Security annual adjustment
Bonney Lake *	\$ 2,100	\$ 850	22,540	Code	Mayor-Council	Same 2020, 2021, 2022
Bremerton	\$ 9,500	\$ 1,161	42,560	First	Mayor-Council	Mayor's set in Code 2.03, includes Medical and annual COLAs; Pro-Tem Council Member +200
Camas	\$ 2,501	\$ 853	26,200	Code	Mayor-Council	Plus \$75 Mayor/\$50 Council mo optional tech stipend. Mayor \$300 vehicle allowance.
Covington	\$ 980	\$ 780	20,890			
Des Moines	\$ 1,265	\$ 750	32,820			\$350/meeting & \$250/meeting
Edmonds	\$ 10,495	\$ 1,250	42,780	Code	Mayor-Council	Salary Commission Disbanded; HR will apply Non-Rep Colas
Issaquah *	\$ 10,104	\$ 1,250	39,840	Code	Manager-Council	
Kenmore	\$ 994	\$ 883	23,770			
Lake Stevens *	\$ 9,000	\$ 565	35,460	Code	Mayor-Council	Plus \$75/meeting max. 4/mo
Monroe *	\$ 3,600	\$ 800	19,990	Code	Mayor-Council	
Mount Vernon	\$ 9,188	\$ 1,200	36,540	Code	Mayor-Council	
Mountlake Terrace	\$ 1,122	\$ 918	22,640			
Mukilteo	\$ 5,900	\$ 500	21,470	Code	Mayor-Council	
Oak Harbor *	\$ 5,477	\$ 723	23,080	Code	Mayor-Council	
Snoqualmie	\$ 2,500	\$ 500	14,370			
Tukwila *	\$ 9,480	\$ 1,250	21,970	Code	Mayor-Council	
University Place	\$ 1,688	\$ 1,408	33,730			
Wenatchee	\$ 8,900	\$ 665	35,810	Code	Mayor-Council	

* Cities with City Administrators

= Comp cities

SALARY COMMISSION 2021			
NAME	DATE APPOINTED/ TERM START	TERM EXPIRES	TERM LENGTH
Anderson, Allen	March 15, 2021	Dec. 31, 2023 unfulfilled term	1st full term remainder
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
Schmid, Sheila	January 21, 2020 January 1, 2020	Dec. 31, 2023	1st full term 4 years
Goodman, Zach	March 15, 2021 January 1, 2021	Dec. 31, 2024	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)

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.