



CITY OF LAKE FOREST PARK SALARY COMMISSION MEETING

Monday, May 06, 2024 at 7:00 PM

Meeting Location: In Person and Virtual / Zoom

17425 Ballinger Way NE Lake Forest Park, WA 98155

INSTRUCTIONS FOR PARTICIPATING IN THIS MEETING VIRTUALLY:

Join Zoom Webinar: <https://us06web.zoom.us/j/81064471807>

Call into Webinar: 253-215-8782 | Webinar ID: 810 6447 1807

AGENDA

1. CALL TO ORDER: 7:00 PM

2. APPROVAL OF THE AGENDA

3. APPROVAL OF MINUTES

A. April 24, 2024 Minutes

4. PUBLIC HEARING

A. Salary Commission's recommendation regarding the Mayor's and Councilmembers' compensation

- Commission presentation

- Open the public hearing for comments (3 minutes per speaker)

- Commission addresses questions that may have been presented during the public hearing.

5. NEW BUSINESS

A. Salary Commission recommendation regarding the Mayor's and Councilmembers' compensation.

6. ADJOURN

Any person requiring a disability accommodation should contact city hall at 206-368-5440 by 4:00 p.m. on the day of the meeting for more information.



**City of Lake Forest Park
Salary Commission
April 24, 2024
MINUTES**

Commission members present: Chair Michael Troyer, Vice Chair Carol Fyall, Cmr Donna Hawkey

Staff present: HR Director Shannon Moore

Chair Troyer called the meeting to order at approx.4:01 p.m. The meeting took place in person and via Zoom.

Approval of the Agenda

Commissioner Hawkey made a motion to approve the agenda as presented. Vice Chair Fyall seconded the motion. The motion passed unanimously.

Public Comment

None.

Approval of the Minutes

Vice Chair Fyall made a motion to approve the April 8, 2024, draft meeting minutes as presented. Commissioner Hawkey seconded the motion. The motion passed unanimously.

Old Business

A. Review of Survey Results

HR Director Moore presented the results of the City Councilmember survey collected. Discussion ensued and the Commission thanked HR Director Moore for getting the survey sent out to Councilmembers.

New Business

A. Review of Comparables

HR Director Moore presented updated salary survey data with six additional agencies included, per the Commissions' prior request to view a larger sample size. Discussion ensued amongst the Commission.

B. Salary Commission Recommendations

Upon review of the salary information and survey results collected, the Commission examined discussed increasing the monthly wage for Councilmembers in order to keep it up-to-date with market. Options discussed included one increase vs. a staggered increase. Vice Chair Fyall made a motion to increase the Councilmember monthly wage from \$600 to \$700 effective the first paycyle following the Commission's recommendation as specified by municipal code, with a second increase from \$700 to \$800 effective

January 1, 2025. Commissioner Hawkey seconded the motion. The motion passed unanimously. The Commission noted that the Mayor appears to be in accordance with market. Vice Chair Fyall made a motion to have the Mayor’s monthly wage hold at \$3000/month plus benefits, no changes. Commissioner Hawkey seconded the motion. The motion carried unanimously.

Chair Troyer stated he will draft the Commission’s recommendation and send it to HR Director Moore to disseminate to the group for feedback.

The Commission confirmed that the next meeting will be the Public Hearing, held on May 6, 2024, at 7:00pm.

Commission Members Report

None.

Adjournment

Chair Troyer made a motion to adjourn the meeting. Vice Chair Fyall seconded the motion. Motion carried unanimously and the meeting adjourned at approx. 5:03 p.m.

SUBMITTED:

APPROVED:

Shannon Moore, HR Director

Chair Michael Troyer



DATE: April 25, 2024
TO: Matthew McLean, City Clerk
RE: Salary Commission Compensation Decision for Elected Officials
FROM: Lake Forest Park Salary Commission Chair Troyer
Cc: Vice Chair Carol Fyall and Commissioner Donna Hawkey

The Lake Forest Park Salary Commission, authorized by City Ordinance 1246 of the Lake Forest Park Municipal Code, provides for an independent commission with authority to review and increase or decrease the salary of city elected officials effective upon the salary commission's action and recommendation to the city clerk.

The Commission first met on March 11, 2024, and requested from the Council an extension to May 31, 2024, to complete its review. The extension was approved on March 28, 2024.

On March 21, 2024, the Commission met and used salary and benefit comparisons from nine cities of comparable population and sales tax revenue. To determine the number of hours council members spend attending, or preparing for council meetings and events the Commission conducted a survey of the Council members on April 9, 2024.

The Commission reviewed the Council members survey results on April 24, 2024, accompanied by salary and benefit comparisons with nine additional cities from the Association of Washington Cities. The Commission noted that the last increases for the office of mayor and councilmember were in 2008.

Based on the information reviewed, the Salary Commission recommends the following:

- The duly elected or appointed Mayor shall continue to receive a salary in the amount of \$3,000 per month in addition to other benefits available to the office for their service.
- Commencing on the first payroll cycle following receipt of the recommendation by the City Clerk, each duly elected or appointed Councilmember shall receive an increase of \$100 per month for a sum of \$700 per month as compensation for their service (anticipated June 2024). Commencing on January 1, 2025, each duly elected or appointed Councilmember shall receive an increase of \$100 per month for a sum of \$800 per month as compensation for their service.

A public hearing has been scheduled for May 6, 2024, at 7:00pm to provide an opportunity for public comment regarding the Salary Commission's recommendation.

Organization	Population	Sales Tax Rev.	Benchmark position	Compensation (per month)	Position comments
City of Sumner	10,800	\$ 9,149,856.94	Mayor	\$ 2,500.00	No benefits / Last reviewed 2019 (next review planned April 2024).
City of Duvall	8,530	\$ 1,752,663.71	Mayor	\$ 2,000.00	No benefits / Last reviewed 2017
City of Mountlake Terrace	23,810	\$ 4,268,726.82	Mayor	\$ 1,191.00	No benefits / Last reviewed 2019 and updated annually through 2024 / The City of MLT will be putting together a Salary Commission in 2024 to review salaries for the next 5 years for the Mayor and Council – Salary Comm. is expected to meet starting this fall.
City of Snohomish	10,330	\$ 5,670,088.36	Mayor	\$ 2,500.00	Last reviewed 2022 / Next update currently not planned / Mayor has benefits, premiums paid 100% for EE & 90% for deps
City of Monroe	20,590	\$ 6,641,983.50	Mayor	\$ 4,000.00	Salary reviewed annual by Salary Commission
City of Snoqualmie	14,500	\$ 2,925,698.90	Mayor	\$ 4,583.33	Updated 03.22.23 / Eligible for 2024 COLA
City of Mukilteo	21,590	\$ 3,400,760.94	Mayor	\$ 5,900.00	
City of Newcastle	13,610	\$ 1,859,807.81	Mayor	\$ 600.00	No benefits / Last reviewed 2012
City of Woodinville	13,830	\$ 8,723,263.72	Mayor	\$ 700.00	
City of Kenmore	24,230	\$ 3,640,732.27	Mayor	\$ 1,265.81	Last reviewed and updated Dec. 2021 / final increase from Salary Comm recommendation occurs 01.01.26 / No benefits
City of Bothell	49,550	\$ 18,016,341.91	Mayor	\$ 1,525.00	
City of Shoreline	61,120	\$ 13,121,839.41	Mayor	\$ 2,404.00	
City of Tukwila	22,780.00	\$20,429,655.95	Mayor	\$ 10,875.00	
City of Bonney Lake	23,250.00	\$8,208,244.56	Mayor	\$ 2,100.00	Pierce County / Part-time Mayor role
City of Bainbridge Island	25,180.00	\$6,395,124.44	Mayor	\$ 4,000.00	Kitsap County / Pension and other benefits as allowed by law will be provided.
City of Sedro-Woolley	12,900.00	\$2,367,783.27	Mayor	\$ 2,553.30	Skagit County
City of Brier	6,610.00	\$2,367,783.27	Mayor	\$ 1,000.00	Snohomish County / plus \$50 per meeting
City of Gig Harbor	13,060.00	\$8,953,079.66	Mayor	\$ 2,124.00	Pierce County
City of Lake Forest Park	13,660	\$ 1,685,723.24	Mayor	\$ 3,000.00	Mayor has benefits equivalent to half-time regular management, professional and exempt employee.

2023 AWC Salary Survey Average*

\$ 2,663.81

*without City of LFP

*Does not include Kenmore, Bothell, and Shoreline

\$ 2,430.76 Avg with Kenmore, Bothell, Shoreline

\$ 2,878.97 Avg with outlying comps

Organization	Population	Sales Tax Rev.	Benchmark position	Compensation (per month)	Position comments
City of Sumner	10,800	\$ 9,149,856.94	Councilmember	\$ 1,100.00	No benefits / Last reviewed 2019 (next review planned April 2024).
City of Duvall	8,530	\$ 1,752,663.71	Councilmember	\$ 500.00	No benefits / Last reviewed 2007
City of Mountlake Terrace	23,810	\$ 4,268,726.82	Councilmember	\$ 974.00	No benefits / Last reviewed 2019 and updated annually through 2024 / The City of MLT will be putting together a Salary Commission in 2024 to review salaries for the next 5 years for the Mayor and Council – Salary Comm. is expected to meet starting this fall.
City of Snohomish	10,330	\$ 5,670,088.36	Councilmember	\$ 513.00	Last reviewed prior to 2021 / Next update currently not planned
City of Monroe	20,590	\$ 6,641,983.50	Councilmember	\$ 900.00	Salary reviewed annual by Salary Commission
City of Snoqualmie	14,500	\$ 2,925,698.90	Councilmember	\$ 900.00	Updated 03.22.23 / Eligible for 2024 COLA
City of Mukilteo	21,590	\$ 3,400,760.94	Councilmember	\$ 500.00	
City of Newcastle	13,610	\$ 1,859,807.81	Councilmember	\$ 500.00	No benefits / Last reviewed 2012
City of Woodinville	13,830	\$ 8,723,263.72	Councilmember	\$ 600.00	
City of Kenmore	24,230	\$ 3,640,732.27	Councilmember	\$ 1,124.47	Last reviewed and updated Dec. 2021 / final increase from Salary Comm recommendation occurs 01.01.26 / No benefits
City of Bothell	49,550	\$18,016,341.91	Councilmember	\$ 1,300.00	
City of Shoreline	61,120	\$13,121,839.41	Councilmember	\$ 2,154.00	
City of Tukwila	22,780.00	\$20,429,655.95	Councilmember	\$ 1,250.00	
City of Bonney Lake	23,250.00	\$8,208,244.56	Councilmember	\$ 850.00	Pierce County
City of Bainbridge Island	25,180.00	\$6,395,124.44	Councilmember	\$ 3,000.00	Kitsap County / Pension and other benefits as allowed by law will be provided.
City of Sedro-Woolley	12,900.00	\$2,367,783.27	Councilmember	\$ 500.00	Skagit County
City of Brier	6,610.00	\$2,367,783.27	Councilmember	\$ 200.00	Snohomish County / plus \$50 per meeting
City of Gig Harbor	13,060.00	\$8,953,079.66	Councilmember	\$ 775.00	Pierce County
City of Lake Forest Park	13,660	\$ 1,685,723.24	Councilmember	\$ 600.00	City Councilmembers are not eligible for benefits.

2023 AWC Salary Survey Average*

\$ 720.78

*without City of LFP

*Does not include Kenmore, Bothell, and Shoreline

\$ 922.12 Avg with Kenmore, Bothell, Shoreline

\$ 980.03 Avg. with outlying comps

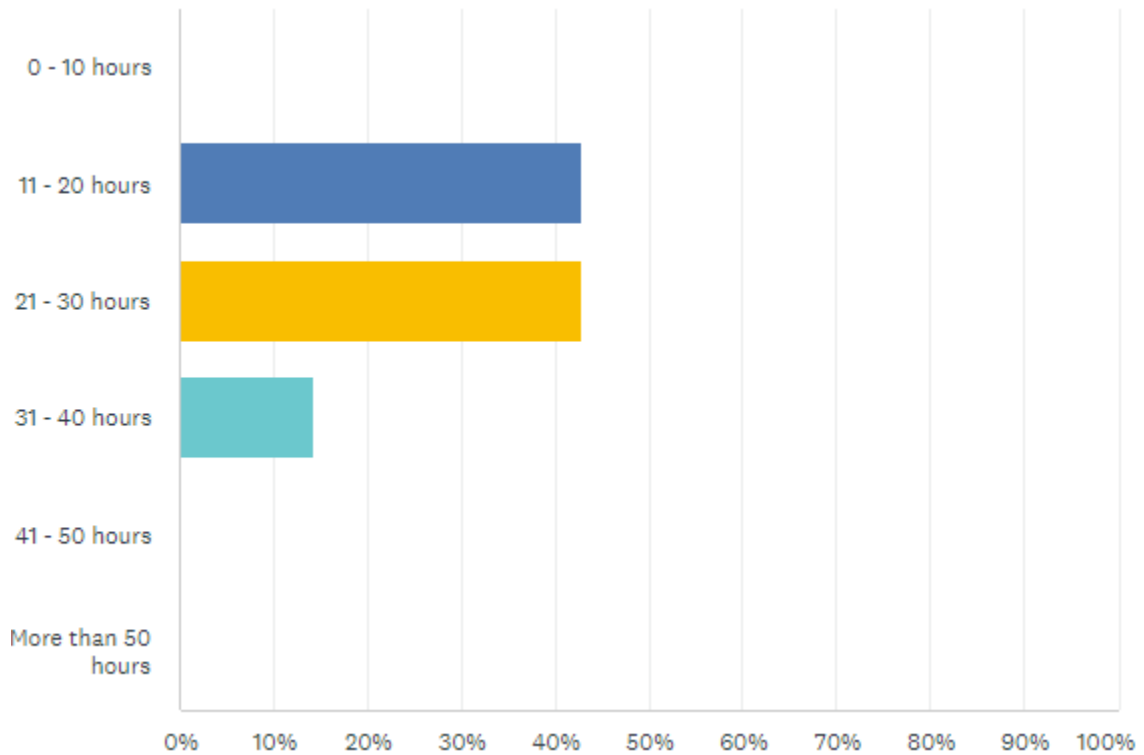
Results: LFP Councilmember Survey from Salary Commission

1. Briefly tell us why you ran for City Council:

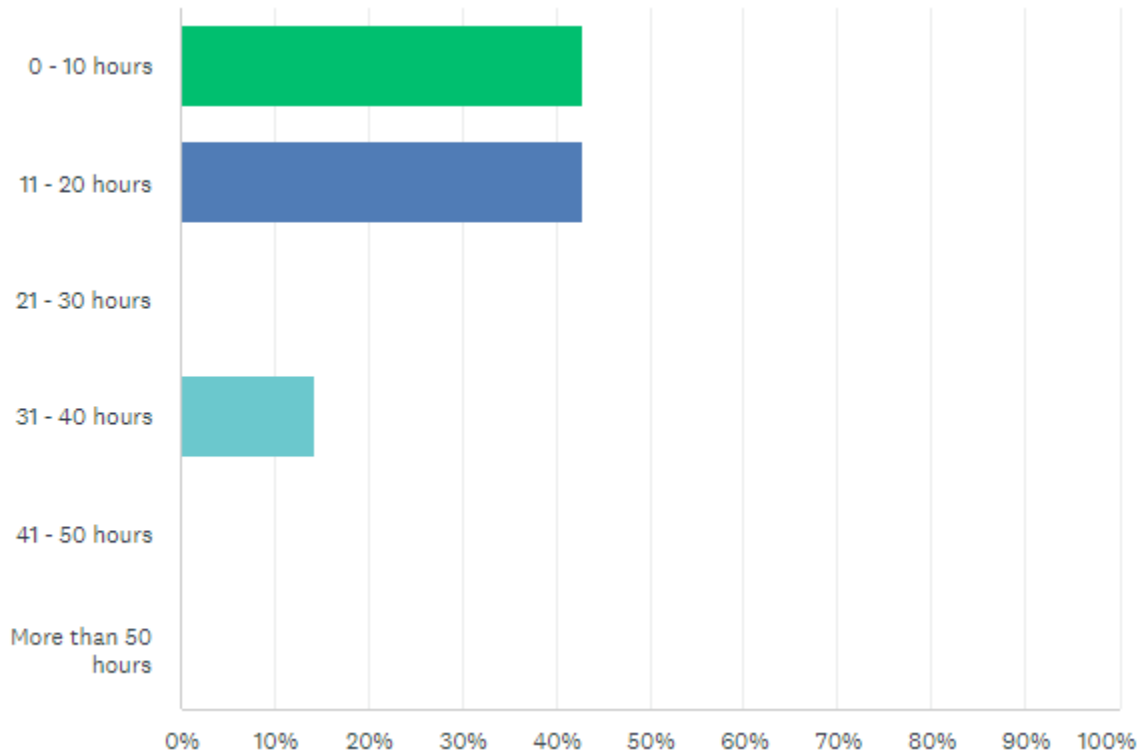
Reponses:

- *“I wanted to be able to preserve what we like about the city, e.g. trees, while at the same time finding ways to make improvements to what the city provides, e.g. easier to walk around, better park access.”*
- *“To ensure a wonderful city for my daughter and future grandchildren”*
- *“To help citizens of Lake Forest Park”*
- *“Issues facing the city”*
- *“Because I have lived in LFP for nearly 20 years and I am very passionate about my community and the people who live here. I wanted to be an integral part of the decision making that affect our daily lives here in LFP and to be an important advocate to the citizens of LFP.”*
- *“To get the city moving on climate change issues”*
- *“To volunteer my skillset and make a difference in our beautiful city.”*

2. In a typical month, about how many hours do you spend attending City council meetings, events, training, and committees in your capacity of Councilmember?



3. In a typical month, about how many hours do you spend preparing for City council meetings, events, training, and committees in your capacity of Councilmember?



4. Anything else you would like us to know that you think will help us understand your council service work better?

Responses:

- *“The role is challenging one- success is dependent on what time one commits to it.”*
- *“Compensation isn’t really an issue for me, but I can see how the amount of compensation can cut down on the number of people willing to run and serve on the Council.”*
- *“We handle many things behind the scenes as well as experience hate speech and emails and mailings.”*
- *“Being an elected official is only possible with a supportive family; the time we share with our community is time spent away from family and full time jobs. The burden on folks with families is immense and the financial compensation is never enough to cover that burden meaning we volunteer more time than we are compensated for. I was told to consider Council salary as ‘coffee money’ and to never calculate my actual hourly rate as that would be disappointing. Benefits and higher salary would greatly offset this burden and open up council to a more diverse group of candidates - younger candidates that could be more long-term minded and would better reflect the diverse ages of the residents of our city.”*
- *“Committee work is variable, and often based on each councilmember’s availability. My time breakdown is roughly 9 hours/month city council meetings; 2 hours/month liaison to city board; 3 hours/month regional committees. It’s hard to quantify time spent developing policy proposals, reading proposed ordinances, working with staff.”*



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