



City of Arlington Council Agenda Bill

**Item:
WS #2
Attachment
B**

COUNCIL MEETING DATE:	
July 8, 2019	
SUBJECT:	
Citizen Salary Review Commission Decision	
ATTACHMENTS:	
Citizen Salary Review Commission 2019 Decision as filed with City Clerk on June 28, 2019 Summary of Citizen Salary Review Commission 2019 Decision Minutes from the June 27, 2019 Citizen Salary Review Commission Meeting	
DEPARTMENT OF ORIGIN	
Human Resources; James Trefry, Administrative Services Director 360-403-3443	
EXPENDITURES REQUESTED:	Mayor's meeting cap raised additional five meetings a month
BUDGET CATEGORY:	General Fund – Legislative and Executive
BUDGETED AMOUNT:	
LEGAL REVIEW:	
DESCRIPTION:	
The City of Arlington's Citizen Salary Review Commission has completed its work for 2019 and filed its compensation decision with the Arlington City Clerk. The notice specifies changes to the Mayor and Council salaries and per diem reimbursements on July 1, 2019, January 1, 2020, and January 1, 2021. The Arlington Citizen Salary Review Commission will meet again in 2021.	
HISTORY:	
The Arlington City Council established the Citizen Salary Review Commission in January 2015 to set the salaries and per diem reimbursements for the city's elected officials. Since its formation, the Commission has focused its work on basing salaries and per diem reimbursement of elected officials on realistic standards so that elected officials of the city may be paid according to the duties of their offices, and so that citizens of the highest quality may be attracted to public service.	
ALTERNATIVES:	
No alternatives. By code, the decision of the Citizen Salary Review Commission is final and binding.	
RECOMMENDED MOTION:	
Workshop; discussion only. No action of the City Council is required. By code, the decision of the Citizen Salary Review Commission is final and binding.	



MEMO

From: Citizen Salary Commission
To: James Trefry, Administrative Services Director
Date: June 27, 2019
Re: Mayor and Council Compensation

On Thursday, June 27, 2019, the Citizen Salary Commission approved the following changes to the Mayor and City Council compensation.

Effective July 1, 2019:

Mayor meeting expense reimbursement to be capped at a maximum of thirty (30) meetings per month.

Effective January 1, 2020:

Mayor meeting expense reimbursement to be capped at a maximum of thirty-five (35) meetings per month.

Effective January 1, 2021:

City Council member meetings and workshop meetings compensation, up to four total per month, shall be increased to \$206.25 per meeting, for a maximum of up to \$825 per month.

Regional meeting definitions remain the same as outlined in AMC 2.04.027.



SUMMARY OF 2019 CITIZEN SALARY COMMISSION CHANGES

	Current	7/1/19	1/1/20	1/1/21
Mayor salary	\$2,250/month	No Change	No Change	No Change
Mayor regional meetings	\$125 each	No Change	No Change	No Change
Mayor non-regional meetings	\$100 each	No Change	No Change	No Change
Mayor compensable meetings, maximum	25	30	35	No Change
Council Arlington meetings and workshops, up to 4 per month	\$200	No Change	No Change	\$206.25
Council regional meetings	\$75	No Change	No Change	No Change
Council non-regional meetings	\$50	No Change	No Change	No Change
Council compensable regional and non-regional meetings, maximum	12	No Change	No Change	No Change

List of meetings eligible for regional reimbursement:

National League of Cities	Legislature, Governor, State departments and boards	Mayors' Association
Association of Washington Cities	Economic Alliance	Community Transit
Snohomish County Cities	Snohomish County	Snohomish County Committee for Improved Transportation
Snohomish County Tomorrow	Puget Sound Regional Council	
Meetings in Olympia which address issues with	Meetings with Snohomish County personnel or elected officials	

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Minutes of the Arlington Citizen Salary Review Commission

Butner Board Room
110 East Third Street
June 27, 2019

Commission members Present: Chad Clay, Steve Maisch, and Sherri McCarthy

Commission Members Absent: Austin DeFreece, Christopher St. John

Staff Present: James Trefry and Kristin Banfield.

Commissioner Clay called the meeting to order at 6:02 p.m.

Commissioner Maisch moved and Commissioner McCarthy seconded the motion to approve the agenda as presented. The motion passed unanimously.

Commissioner Maisch moved and Commissioner McCarthy seconded the motion to approve the minutes of the March 29, 2017 meeting. The motion passed unanimously.

Commissioner Maisch moved and Commissioner McCarthy seconded the motion to approve the minutes of the April 12, 2017 meeting. The motion passed unanimously.

Commissioner McCarthy moved and Commissioner Maisch seconded the motion to elect Chad Clay as chair. The motion passed unanimously.

Administrative Services Director James Trefry reviewed the materials provided to the Commissioners prior to the meeting. These items included:

- 2017 Citizen Salary Review Commission decision
- 2015 Citizen Salary Review Commission decision and ordinance
- 2019 reappointment of Chad Clay
- 2017 reappointment of Sherri McCarthy and appointment of Austin DeFreece, Steve Maisch, and Christopher St. John
- 2015 appointment of Frank Barden, Jim Chase, Chad Clay, Heather Logan, and Sherri McCarthy
- Arlington Municipal Code 2.04 – City Council
- Arlington Municipal Code 2.06 – Mayor
- MRSC – City and Town Form of Government
- AWC Mayor and Councilmember Handbook
- 2018 Pay – Councilmembers and Mayor
- 2018 Reimbursed Mileage and Expenses – Councilmember and Mayor
- 2017 Pay – Councilmembers and Mayor

- 2017 Reimbursed Mileage and Expenses – Councilmember and Mayor
- 2018 AWC Mayor and Councilmember Compensation Data
- 2019 Mayor and Councilmember Compensation Data

Discussion of the materials provided followed with Mr. Trefry answering questions of the Commissioners present. The Commission discussed at length whether the provision of health insurance, either direct or indirect, was a benefit needed to attract candidates to run for Mayor and Council. The Commission also discussed whether the City Council should consider moving from a part-time mayor to a full-time mayor, and how the position of City Administrator intersected with that decision. The Commission concluded a discussion of the materials by considering whether any of the elected positions had term limits, and the number of meetings outside of regular council meetings that were attended by the City Council and Mayor.

The Commission began their in-depth discussion of the City Council salary and meeting reimbursement by Commissioner McCarthy noting that in her review of the 2018 salary data from AWC and the updated information from 2019, that the combination of the salary and meeting reimbursement placed the city pretty close to the center of the market. The Commissioners discussed at length the current compensation for Council members that is made by other jurisdictions as reflected in the data provided by staff, the number of hours that entails, and what the citizens get out of that in terms of additional grants for city projects. Commissioner Clay expressed that he would entertain a motion that the Council compensation for 2019 and 2020 should stay the same.

Commissioner McCarthy moved and Commissioner Maisch seconded the motion to keep the compensation for the City Council unchanged for 2019 and 2020. The motion passed unanimously.

The Commission had a second, lengthy discussion on possible salary adjustments for 2021 to reflect the increased cost of living and the potential population growth to above 20,000 that will trigger additional city responsibilities under state law.

Commissioner McCarthy moved and Commissioner Maisch seconded the motion to change the compensation for 2021 to the following:

- The City Council member meetings and workshop meetings compensation shall be increased to \$415 per month
- The reimbursement amount or number of meetings reimbursed for regional and non-regional meetings outside of regular council meetings shall not change.

The motion passed unanimously.

The Commission then turned their discussion to the compensation for the position of Mayor, with Commissioner Maisch noting that the discussion must focus on the community's expectations of the position of Mayor not the person elected to serve. He expressed that he likes the City's current compensation system that rewards both the Mayor and Council for participating at the county, regional and state level to garner

awareness for Arlington's concerns on proposals and projects, as well as leveraging the city's position for grants. Discussion followed by the Commission on the number of grants received by the City, the recent regional designation of the manufacturing industrial center, and the prominence of the city in discussions through the county, region, and state.

Commissioner Maisch and Commissioner Clay expressed that the Commission should make changes to the number of meetings compensation for county, regional, and state level meetings is granted based upon the number of times the current number of 25 is exceeded in a year.

After an extensive discussion on what that system should look like, Commissioner McCarthy moved to cap the maximum number of meetings to be reimbursed for the position of Mayor at 30 beginning January 1, 2020. The motion failed for a lack of a second.

Commissioner Maisch moved and Commissioner Clay seconded the motion to increase the Mayor's maximum number of compensable meetings to 30, effective July 1, 2019, increase the maximum number of compensable meetings to 35, effective January 1, 2020, and make no changes to the compensation for 2021. The motion passed 2-1.

At this time, the Commission returned to the City Council compensation issue with a correction to the current compensation for official Arlington City Council meetings and workshops. Mr. Trefry noted that the current compensation is \$200 per meeting, up to four meetings per month. The maximum is not \$400 per month as included in one of the pieces of information provided, but \$800 per month.

With this correction, Commissioner McCarthy moved and Commissioner Maisch seconded the motion to reconsider the Commission's prior action regarding Council compensation. The motion passed unanimously.

Commissioner McCarthy then moved and Commissioner Maisch seconded the motion to make no changes to the Council's compensation in 2019 or 2020, and to increase the compensation for official Arlington City Council meetings and workshops to \$206.25 per meeting, with a maximum of four meetings per month, capping at \$825. The motion passed unanimously.

With no further business to consider, the meeting was adjourned at 8:33 p.m.

Chad Clay, Chair