



Minutes of the Arlington Citizens Salary Commission Zoom Meeting

City of Arlington
238 N Olympic Avenue
February 25, 2021

Commission Members Present: Carla Gastineau, Heather Logan, Mandy Kruger and Steve Maisch

Commission Members Absent: Noelle Porter – Resigned

Staff Present: Administrative Services Director James Trefry and Deputy City Clerk Ashleigh Scott

Administrative Services Director James Trefry called the meeting to order at 2:03 pm and roll call and self-introductions of those present followed.

REVIEW MANDATE OF THE COMMISSION

Reviewed ordinance passed in 2015 establishing the Citizen Salary Commission; the Commission Decision for 2017; the Commission Decision for 2019; Arlington Municipal Code 2.89.060; 2020 AWC salary survey information, which will be updated for 2021.

The Commission meets every other year, which generally takes place the first of year.

Survey Material Reviewed:

Mayors and Councilmembers AMC Chapter 2.06 meetings and duties review.
Resource MRSC research service.
AWC Mayor and Council Handbook

ELECTION OF OFFICERS

Commissioner Kruger nominated Commissioner Logan for Chair and Commissioner Maisch seconded.

Commissioner Maisch would like to be co-chair or stand in for the Chair position when needed.

Commissioner Logan nominated Commissioner Maisch for Co-Chair, and Commissioner Gastineau seconded the motion.

Nominations closed at 2:14 p.m.

APPROVAL OF THE AGENDA

Commissioner Logan moved to approve the agenda as presented. Commissioner Maisch seconded the motion, which passed with a unanimous vote.

APPROVAL OF MEETING MINUTES

Commissioner Gastineau moved and Commissioner Maisch seconded the motion to approve the commission meeting minutes of the June 27, 2019.

REVIEW 2019 COMMISSION DECISION AND SUMMARY OF CHANGES

Administrative Services Director James Trefry reviewed Attachment B – Citizen Salary Review Commission Decision. The decision was filed with the City Clerk on June 28, 2019. The City of Arlington’s Citizen Salary Review Commission completed its work for 2019 and filed its compensation decision with the Arlington city Clerk mid-year in 2019. 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.

Effective July 1, 2019: Mayor meeting expense reimbursements 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 meetings, for a maximum of up to \$825 per month.

The Arlington Citizen Salary Review Commission was put on hold to meet again until 2021, due to COVID-19 restrictions.

Since the Commission last met in 2019, the city has surpassed the 20,000 population mark and the city continues to grow in population and economic activity. The current OFM Population Estimate of 20,600 is from April 2020 and was published in July 2020.

Commissioner Gastineau requested that additional meetings be incorporated for the Mayor and City Council members’ input. Administrative Services Director Trefry reviewed the schedule that included the option for the Mayor’s and City Council’s attendance. All meetings are scheduled to be virtual unless restrictions due to COVID-19 change.

REVIEW COMPARABLE JURISDICTION AND OTHER DATA

Administrative Services Director Trefry reviewed the salary breakdown of the Mayor and City Councilmembers for the years 2019 and 2020.

Councilmembers:

Michael Hopson (2019): 13 Extra Meetings + 23 Council Meetings = \$14,850

Michael Hopson (2020): 13 Extra Meetings + 24 Council Meetings = \$15,050

Debora Nelson (2019): 12 Extra Meetings + 23 Council Meetings = \$15,600

Debora Nelson (2020): 13 Extra Meetings + 24 Council Meetings = \$16,900

Marilyn Oertle (2019): 7 Extra Meetings + 23 Council Meetings = \$12,050

Marilyn Oertle (2020): 11 Extra Meetings + 24 Council Meetings = \$13,100

Jan Schuette (2019): 12 Extra Meetings + 22 Council Meetings = \$13,725

Jan Schuette (2020): 11 Extra Meetings + 24 Council Meetings = \$13,025

Jesica Stickles (2019): 3 Extra Meetings + 23 Council Meetings = \$18,500

Jesica Stickles (2020): 2 Extra Meetings + 23 Council Meetings = \$16,025

Don Vanney (2020): 16 Extra Meetings + 20 Council Meetings = \$11,125

Mayor:

Barbara Tolbert (2019): 12 Extra Meetings + 24 Salary Meetings = \$60,325

Barbara Tolbert (2020): 12 Extra Meetings + 24 Salary Meetings = \$72,500

2019 Grand Total: \$135,050

2020 Grand Total: \$172,950

Councilmember Stickles turned in reimbursements late so her amounts are higher along with the grand total for 2019.

Mayor Tolbert came in higher for 2020, as expected because of her ability to get reimbursed for other meetings outside of regular council meetings. Mayor Tolbert already participated in many county, state and regional meetings but now can get compensated for it.

DISCUSSION REGARDING COMPARISON DATA

Administrative Services Director Trefry reviewed cities around the State that were similar in population for Mayors and Councilmembers compensation amounts.

Stanwood: Mayor \$1,500, Councilmembers \$425

Washougal: Mayor \$765, Councilmembers \$587

Port Angeles: Mayor \$650, Deputy Mayor \$600, Councilmembers \$550

Port Orchard: Mayor \$9,180 per month, Councilmembers \$1,000 per month

Snoqualmie: Mayor \$30,000 annually, Mayor Pro-Tem \$850 monthly, Councilmembers \$750 monthly

Mercer Island: Mayor \$400, Councilmembers \$200

Snohomish: Mayor \$18,000 annually, Councilmembers \$6,156

Lynden: Mayor \$2,731.82 monthly, Councilmembers \$655.34 monthly with an increase of 3% annually thru December 31, 2025.

Administrative Services Director Trefry and Deputy City Clerk Scott are still in the process of gathering additional 2021 salaries from neighboring cities.

Reimbursement data has decreased due to the fact that the Mayor and Councilmembers are able to attend more meetings without travel expenses due to COVID-19 and meetings being virtual. With that being said, their annual salaries have increased slightly because they are able to attend more meetings and are able to get reimbursed for more than in prior years.

All the breakdowns will be provided in the Commissioner's binders. James Trefry stated there will be time to review all the materials prior to making any official changes in the following meetings.

Commissioner Maisch had questions regarding feedback from City Council in lieu of benefits, such as adding a benefit package. Currently, the Mayor has her own benefits outside the city. Consideration would be that we would offer Councilmembers the same benefits package as we do for the non-represented employees. HRA contribution is part of the amount if they chose to opt out as an option.

Commissioner Logan discussed ways cities have potentially been growing. They may be increasing in population but not much happening in business and organizational growth. On the other hand, some cities are growing in both areas, population and business making these cities busier in being a city.

Commissioner Kruger had comments on job growth bringing in more business to the area. Mr. Trefry stated that we have to remember that daytime population would be higher than static population. More business and developments bring more individuals into the area during working hours but leave the City for home making the population lower during non-working business hours. Commissioner Kruger asked if we could use data from the DOT regarding traffic and compare business license applications for indicators. Commissioner Logan also requested data other than population data, and wants to see where and how we're growing.

IDENTIFY ANY ADDITIONAL DATA REQUESTS

Administrative Services Director James Trefry stated if anyone can think of any additional data requests to please send them into him directly and he can prepare for the next meeting but noted to not send it to all, per open meeting guidelines and regulations.

ADJOURNMENT

With no further business to come before the Commission, the meeting was adjourned at 3:01 p.m.


Heather Logan, Chair