



Meeting Agenda

Salary Commission

City Hall
601 4th Avenue E
Olympia, WA 98501

Contact: Jessica Sweet
360.570-3913

Friday, June 28, 2019

5:00 PM

Room 112

1. CALL TO ORDER

1.A ROLL CALL

2. APPROVAL OF AGENDA

3. APPROVAL OF MINUTES

3.A [19-0628](#) Approval of June 26, 2019 Independent Salary Commission Meeting Minutes

Attachments: [MeetingMinutes26-Jun Final](#)

4. PUBLIC COMMENT

During this portion of the meeting, citizens may address the Advisory Committee or Commission regarding items related to City business, including items on the Agenda. In order for the Committee or Commission to maintain impartiality and the appearance of fairness in upcoming matters and to comply with Public Disclosure Law for political campaigns, speakers will not be permitted to make public comments before the Committee or Commission in these two areas: (1) on agenda items for which the Committee or Commission either held a Public Hearing in the last 45 days, or will hold a Public Hearing within 45 days, or (2) where the speaker promotes or opposes a candidate for public office or a ballot measure.

5. ANNOUNCEMENTS

6. BUSINESS ITEMS

6.A [19-0626](#) Independent Salary Commission's Proposed Salary and Compensation Schedule

Attachments: [19-0628, ATTACHMENT Salary and Compensation Schedule](#)

7. REPORTS

8. OTHER TOPICS

9. ADJOURNMENT

Upcoming

Accommodations

The City of Olympia is committed to the non-discriminatory treatment of all persons in employment and the delivery of services and resources. If you require accommodation for your attendance at the City Advisory Committee meeting, please contact the Advisory Committee staff liaison (contact number in the upper right corner of the agenda) at least 48 hours in advance of the meeting. For hearing impaired, please contact us by dialing the Washington State Relay Service at 7-1-1 or 1.800.833.6384.



City Hall
601 4th Avenue E.
Olympia, WA 98501
360-753-8244

Salary Commission

Approval of June 26, 2019 Independent Salary Commission Meeting Minutes

Agenda Date: 6/28/2019
Agenda Item Number: 3.A
File Number: 19-0628

Type: minutes **Version:** 1 **Status:** In Committee

Title

Approval of June 26, 2019 Independent Salary Commission Meeting Minutes



Meeting Minutes

Salary Commission

City Hall
601 4th Avenue E
Olympia, WA 98501

Contact: Jessica Sweet
360.570-3913

Wednesday, June 26, 2019

5:30 PM

Room 112

1. CALL TO ORDER

Chair Langer called the meeting to order at 5:57 p.m.

1.A ROLL CALL

Present: 3 - Chair Stephen Langer, Commissioner Jim Randall and Commissioner Joyce Turner

Absent: 1 - Vice Chair Samantha Jenkins

2. APPROVAL OF AGENDA

The Agenda was approved.

3. APPROVAL OF MINUTES

[19-0607](#) Approval of June 19, 2019 Salary Commission Meeting Minutes

The minutes were approved as amended.

4. PUBLIC COMMENT - None.

5. ANNOUNCEMENTS - None.

6. BUSINESS ITEMS

6.E [19-0605](#) Discussion of the June 19 Research Requested by the Independent Salary Commission

Administrative Service Director Debbie Sullivan explained the research results from what was requested at the previous meeting.

Commissioner Turner moved, seconded by Commissioner Randall, to recommend approval of an increase to the annual salary for the Mayor, Mayor Pro-Tem, and Council in the same amount non-represented employees received as a COLA adjustment in 2018 (3%) and 2019 (2%); and to approve an increase in the benefit stipend in the same amount of the employer contribution increase in 2018 and 2019 or if the Council meets the eligibility plan requirements of the Association of Washington Cities benefit package,

medical insurance will be provided in lieu of the stipend. The motion passed unanimously.

7. REPORTS - None.

8. OTHER TOPICS

The Commissioners discussed and agreed to have the next meeting on Friday June 28, 2019 at 5:00 p.m. to ensure a quorum was present before the deadline, Chair Langer and Commissioner Turner indicated they would attend via conference call.

9. ADJOURNMENT

The meeting was adjourned at 6:47 p.m.



Salary Commission

Independent Salary Commission's Proposed Salary and Compensation Schedule

Agenda Date: 6/28/2019
Agenda Item Number: 6.A
File Number: 19-0626

Type: decision **Version:** 1 **Status:** In Committee

Title

Independent Salary Commission's Proposed Salary and Compensation Schedule

Recommended Action

Approve the Independent Salary Commission's Proposed Salary and Compensation Schedule

Report

Issue:

Whether to approve the Independent Salary Commission's Proposed Salary and Compensation Schedule

Staff Contact:

Debbie Sullivan, Administrative Services Director, Administrative Services, 360.753.8499

Presenter(s):

Debbie Sullivan, Administrative Services Director, Administrative Services

Background and Analysis:

On June 5, the Independent Salary Commission convened to review the Olympia City Council salary and compensation package. The Commission held two public meetings to discuss the issues and review data. The Commission met on June 19 and June 25. The following information was used to inform the Commission's proposal:

- 2017 City of Olympia Salary and Compensation schedule for the Mayor, Mayor Pro-Tem, and Council
- 2019 elected official salary and compensation of similar sized cities under a Council-Manager form of government
- 2018 and 2019 salary and benefit COLA adjustments of City of Olympia employees
- 2018 and 2019 health insurance adjustments of City of Olympia employees

The Commission is proposing an adjustment that increases both the salary and benefit stipend in the same amount City employees received in 2018 and 2019. The 2019 proposed Salary Commission salary and compensation schedule is attached. The proposed schedule, if approved, will go into effect 30 days after filing with the City Clerk subject to a referendum petition.

Neighborhood/Community Interests (if known):

N/A

Options:

1. Approve the Salary and Compensation Schedule proposed by the Independent Salary Commission. The salary and compensation schedule will go into effect 30 days after filing with the City Clerk subject to a referendum petition.
2. Modify or change the proposed Salary and Compensation Schedule.

Financial Impact:

The financial impact of the annual salary and benefit stipend increase for the seven elected officials is \$5,007.37.

Attachments:

2019 Salary and Compensation Schedule

City of Olympia
Independent Salary Commission
Salary and Compensation Schedule

Position	Annual Salary	Benefit Stipend	Total Compensation
Mayor	\$ 26,301.77	\$ 3,807.84	\$ 30,109.61
Mayor Pro-Tem	\$ 24,109.76	\$ 3,807.84	\$ 27,917.60
Councilmember	\$ 21,918.12	\$ 3,807.84	\$ 25,725.96

If the elected body meets the eligibility plan requirements of the Association of Washington Cities benefit package, medical insurance will be provided in lieu of the stipend.

Stephen Langer, Chair

Date

City Clerk

File Date

Commissioners:

Stephen Langer, Chair
Samantha Jenkins, Vice-Chair
Jim Randall
Joyce Turner

City of Olympia
2019 Independent Salary Commission
Salary and Compensation Schedule

Position	Annual Salary	Benefit Stipend	Total Compensation
Mayor	\$ 26,301.77	\$ 3,807.84	\$ 30,109.61
Mayor Pro-Tem	\$ 24,109.76	\$ 3,807.84	\$ 27,917.60
Councilmember	\$ 21,918.12	\$ 3,807.84	\$ 25,725.96

Approved: July 28, 2019

2019 Methodology

Salary Increase adjustment based on non-represented City employees
 2018 (3%)
 2019 (2%)

Stipend Adjust stipend based on increase of employer contribution from 2017 - 2019 for a .52 FTE
 = \$42.32/mo from most expensive plan

2017 Stipend	\$	275.00	(\$260 for medical + \$15 for dental)
2019 Adjustment	\$	42.32	
Monthly Stipend	\$	317.32	
Annual Stipend	\$	3,807.84	



2017

City of Olympia
2019 Independent Salary Commission
Salary and Compensation Schedule

Position	Annual Salary	Benefit Stipend	Total Compensation
Mayor	\$ 25,034.87	\$ 3,300.00	\$ 28,334.87
Mayor Pro-Tem	\$ 22,948.56	\$ 3,300.00	\$ 26,248.56
Councilmember	\$ 20,862.37	\$ 3,300.00	\$ 24,162.37

Approved: September 19, 2017

Independent Salary Commission

TOTAL COMPENSATION

	2017	2019	% Increase
Mayor	\$ 28,334.87	\$ 30,109.61	6.26%
Mayor Pro-Tem	\$ 26,248.56	\$ 27,917.60	6.36%
Council	\$ 24,162.37	\$ 25,725.96	6.47%
TOTAL	\$ 78,745.80	\$ 83,753.17	\$ 5,007.37