



Meeting Minutes

Salary Commission

City Hall
601 4th Avenue E
Olympia, WA 98501

Contact: Jessica Sweet
360.570-3913

Wednesday, June 5, 2019

5:30 PM

Room 207

1. CALL TO ORDER

Chair Langer called the meeting to order at 5:33 p.m.

1.A ROLL CALL

Present: 3 - Chair Stephen Langer, Vice Chair Samantha Jenkins and
Commissioner Joyce Turner

Absent: 1 - Commissioner Jim Randall

2. APPROVAL OF AGENDA

The agenda was approved.

3. APPROVAL OF MINUTES

The minutes were approved.

4. PUBLIC COMMENT - None

5. ANNOUNCEMENTS

Assistant City Manager Jay Burney announced Commissioner Jill Severn resigned from the Salary Commission due to a conflict of interest. He noted the Mayor's intent to fill the vacated seat.

6. BUSINESS ITEMS

6.A [19-0505](#) Briefing by City Attorney Regarding Salary Commission Role and Duties

City Attorney Mark Barber advised Commissioners about their role and offered his legal knowledge and expertise regarding any questions or concerns pertaining to the roles and responsibilities of the Salary Commission.

The discussion was completed.

6.B [19-0506](#) Review 2017 Salary and Compensation Process and Discuss 2019 Approach

Fiscal Services Director Nanci Lien presented and reviewed 2017 data requests from the Commissioners. She and asked about what new data, if any, they would like in 2019

in order to establish the salary compensation for the Mayor, Mayor Pro Tem, and Councilmembers.

Commissioners requested that some of the comparable data presented in 2017 be updated to include information from 2018 and 2019. They would like to review information only from comparable Council-Manager cities with a population between 40,000 and 60,000. Comparable data requested included:

- Salary information for comparable Council-Manager cities
- COLA information for Council-Manager cities
- COLA information for the City of Olympia
- Benefit value for City of Olympia employees
- Benefit value for comparable Council-Manager cities

Mr. Barber read from Olympia Municipal Code 2.05.060 and reviewed the roles and responsibilities of the Independent Salary Commission during the discussion about the possibility of gathering qualitative data. Chair Langer said he would like to look at some kind of qualitative data as well, but will revisit that notion at a future meeting.

The information was provided.

6.C [19-0507](#) Review and Approve the 2019 Schedule and Work Plan for the Independent Salary Commission

Commissioners discussed the 2019 schedule. Mr. Barber discussed term limits and how that may impact the schedule.

The Commission proposed the following schedule for the 2019 session:

- Second Meeting: Wednesday, June 19th, 2019 at 5:30 p.m.
- Third Meeting: Wednesday, July 10th, 2019 at 5:30 p.m.
- Final Meeting: Monday, July 15th, 2019 at 5:30 p.m.

Commissioners agreed to schedule June 26, 2019 at 5:30 p.m. for an “as needed” meeting.

The discussion was completed.

7. REPORTS - None

8. OTHER TOPICS - None

9. ADJOURNMENT

Chair Langer adjourned the meeting at 6:44 p.m.

Upcoming

The next meeting is scheduled for Wednesday, June 19 at 5:30 p.m.