



Agenda

Longview Citizens' Commission on Salaries of Elected Officials

Monday, September 28, 2020

5:00 PM

Virtual Meeting

NOTICE IS HEREBY GIVEN, in accordance with RCW Chapter 42.30, that the Longview Citizens' Commission on Salaries of Elected Officials will conduct a virtual Zoom meeting on Monday, September 28th, at 5:00 p.m. For information about Zoom accessibility, please contact the City Clerk's Office at 360-442-5041.

Please click the link below to join the meeting:

<https://us02web.zoom.us/j/86546470094>

Telephone options (you may need to try more than one number if you receive a busy signal):

Dial any of the following numbers:

- 1-253-215-8782
- 1-669-900-6833
- 1-346-248-7799
- 1-408-638-0968
- 1-646-876-9923
- 1-301-715-8592
- 1-312-626-6799

Meeting ID: 865 4647 0094

1. CALL TO ORDER
2. ROLL CALL
3. APPROVAL OF MINUTES
20-000381 FEBRUARY 24, 2020 SALARY COMMISSION MEETING MINUTES
4. CONSTITUENTS' COMMENTS
5. PUBLIC HEARINGS
20-000134 PROPOSED SALARY SCHEDULE FOR LONGVIEW CITY COUNCIL
6. ADJOURNMENT



Minutes

Agenda

Longview Citizens' Commission on Salaries of Elected Officials

Monday, February 24, 2020

5:00 PM

City Hall

NOTICE IS HEREBY GIVEN, in accordance with RCW Chapter 42.30, that the Longview Citizens' Commission on the Salaries of Elected Officials of the City of Longview, Washington, will conduct a special meeting in the Longview City Hall Training Room, 1525 Broadway, Longview, on Monday, February 24th, at 5:00 p.m. The topics of discussion follow. Final disposition shall be taken on no other matter.

The City Hall is accessible for persons with disabilities. Special equipment to assist the hearing impaired is also available. Please contact the City Executive Offices at 360.442.5004 48 hours in advance if you require special accommodations to attend the meeting.

1. CALL TO ORDER

City Clerk Kaylee Cody called the meeting to order at 5:00 p.m.

2. ROLL CALL

Present: George Brajcich, Nicholas Higgins, Keith Larson, Robert Patterson, Ron Kosloski

Absent: Two vacancies

Staff Present:

City Clerk Kaylee Cody & City Attorney Jim McNamara

3. ELECTION OF CHAIR

George Brajcich nominated Keith Larson for Chair. There were no other nominations. Keith Larson was elected as Chair unanimously.

4. APPROVAL OF MINUTES

20-00084 SALARY COMMISSION MINUTES, MARCH 19, 2018

A motion was made by George Brajcich, seconded by Robert Patterson, to approve the minutes as submitted. The motion passed unanimously.

5. OPEN PUBLIC MEETINGS ACT TRAINING

City Clerk Kaylee Cody presented the Washington State Office of the Attorney General's Open Public Meetings Act video available online. The video fulfills the training requirement of RCW 42.30 for members of governing bodies.

6. REVIEW CURRENT COUNCIL COMPENSATION

20-00085 REVIEW CURRENT COUNCIL COMPENSATION

A motion was made by Ron Kosloski, seconded by Robert Patterson, to add a constituents' comments section to future agendas. George Brajcich noted for the record that no constituents attended the meeting. The motion passed unanimously.

The Commission reviewed the provided meeting materials and discussed council compensation.

A motion was made by Keith Larson, seconded by George Brajcich, to grant a \$30.00 monthly salary increase to each member of the City Council for 2020-2021.

Proposed salaries for 2020-2021:

*Mayor: \$1,530
Mayor Pro Tem: \$1,030
Councilor: \$980*

The motion passed unanimously.

A motion was made by Nicholas Higgins, seconded by George Brajcich, to grant an additional \$30.00 monthly salary increase to each member of the City Council for 2021-2022.

Proposed salaries for 2021-2022:

*Mayor: \$1,560
Mayor Pro Tem: \$1,060
Councilor: \$1,010*

The motion passed unanimously.

A public hearing is required before the proposed salary schedule can be adopted.

7. PROVIDE STAFF DIRECTION & SCHEDULE NEXT MEETING

The Commission directed City Clerk Kaylee Cody to schedule a special meeting for 5:00 p.m. on March 23rd to hold the required public hearing and to prepare a resolution for the Commission's consideration to adopt the proposed salaries.

8. ADJOURNMENT

A motion was made by Robert Patterson, seconded by Ron Kosloski, to adjourn the meeting at 6:14 p.m. The next meeting of the Commission is March 23rd, 2020, at 5:00 p.m.

Kaylee Cody
City Clerk

Approved: _____
Chair



City of Longview

Agenda Summary

PROPOSED SALARY SCHEDULE FOR LONGVIEW CITY COUNCIL

SUMMARY STATEMENT:

Chapter 2.02 of the Longview Municipal Code states that the purpose and duties of the Longview Citizens' Commission on Salaries of Elected Officials shall be to meet no less often than once during each even-numbered year, prior to the first day of June of such year, to study the relationship of salaries to the duties of mayor, mayor pro tem & council members, and fix the salaries for each respective position.

On February 24, 2020, the salary commission met to discuss the roles and responsibilities of the mayor, mayor pro tem & council members, and to evaluate the salaries for these positions. The current salary schedule (\$1,500 for mayor, \$1,000 for mayor pro tem and \$950 for council members) was adopted by the salary commission in 2018.

At their meeting on February 24, 2020, the salary commission voted to propose the following salary schedule:

As of June 1, 2020 - May 30, 2021 (based on an official filing date of May 2, 2020):

Mayor: \$1,530
Mayor pro tem: \$1,030
Council member: \$980

As of June 1, 2021 (based on an official filing date of May 2, 2020):

Mayor: \$1,560
Mayor pro tem: \$1,060
Council member: \$1,010

The Salary Commission directed Clerk Cody to schedule the public hearing for March 23, 2020. However, due to COVID-19 public health concerns and a governor's proclamation prohibiting in-person meetings of boards and commissions subject to the Open Public Meetings Act, the March 23rd meeting was canceled.

Therefore, the effective dates of the revised salaries would be as follows:

As of November 16, 2020 - November 15, 2021 (based on an official filing date of October 17, 2020):

Mayor: \$1,530
Mayor pro tem: \$1,030
Council member: \$980

As of November 16, 2021 (based on an official filing date of October 17, 2020):

Mayor: \$1,560
Mayor pro tem: \$1,060
Council member: \$1,010

Not less than thirty days prior to the filing of any proposed salary schedule with the city clerk, the commission shall conduct a public hearing thereon. At the conclusion of said public hearing the commission shall adopt the proposed salary schedule together with any amendments thereto or changes therein as determined by the commission.

RECOMMENDED ACTION:

Hold public hearing and consider adoption of Resolution 2020-001 (increasing the salaries of the mayor, mayor pro tem & council members).

Attachments:

1. FINAL Revised - Resolution 2020-001- Salary Commission

A RESOLUTION OF THE CITIZENS' COMMISSION ON SALARIES FOR ELECTED OFFICIALS INCREASING THE SALARIES OF THE MAYOR PRO-TEM AND CITY COUNCILMEMBERS

WHEREAS, Chapter 2.02 of the Longview Municipal Code creates a commission known as the Longview Citizens' Commission on Salaries for Elected Officials ; and

WHEREAS, the purpose and duties of the commission shall be to meet not less often than once during each even-numbered year, prior to the first day of June of such year, to study the relationship of salaries to the duties of members of the Longview city council and the mayor of the city of Longview, and fix the salaries for each respective position; and

WHEREAS, the Commission conducted a meeting on February 24th, 2020, at which it considered the duties and responsibilities of the mayor, mayor pro-tem and councilmembers; the salaries of elected officials of other similarly sized cities in Washington; the cost-of-living adjustments granted to city employees for 2020; the Social Security Administration cost-of-living adjustment for 2020; and

WHEREAS, the Commission scheduled the public hearing and consideration of a resolution to adopt a new salary schedule for March 23rd, 2020; and

WHEREAS, due to COVID-19 public health concerns and a governor's proclamation prohibiting in-person meetings of any board or commission subject to the Open Public Meetings Act, the March 23rd meeting was postponed; and

WHEREAS, in light of the ongoing COVID-19 pandemic, many boards and commissions have begun to hold virtual meetings in order to conduct business; and

WHEREAS, on September 28th, 2020, the Commission conducted a virtual public hearing on the proposed salary increases, following which the Commission voted to approve said increases.

NOW, THEREFORE, BE IT RESOLVED by the Citizens' Commission on Salaries for Elected Officials as follows:

Section 1. The salaries of the Mayor, Mayor Pro-Tem and Councilmembers of the City of Longview, shall be as set forth in Exhibit A, attached to this Resolution and by this reference made a part thereof, and shall be effective 30 days after the official filing date.

PASSED by the Citizens' Commission on Salaries for Elected Officials of Longview, Washington, and approved by its Chairman this _____ day of _____, 2020.

Chairman

ATTEST:

City Clerk

EXHIBIT A

Salaries of the Mayor, Mayor Pro-Tem and Councilmembers of the City of Longview

As of November 16, 2020 – November 15, 2021:

| | |
|----------------|------------------|
| Mayor | \$1,530.00/month |
| Mayor Pro-Tem | \$1,030.00/month |
| Councilmembers | \$980.00/month |

As of November 16, 2021:

| | |
|----------------|------------------|
| Mayor | \$1,560.00/month |
| Mayor Pro-Tem | \$1,060.00/month |
| Councilmembers | \$1,010.00/month |