

## ORDINANCE NO. 1246

**AN ORDINANCE OF THE CITY OF LAKE FOREST PARK, WASHINGTON, ESTABLISHING A SALARY COMMISSION FOR THE CITY IN A NEW CHAPTER 2.30 OF THE LAKE FOREST PARK MUNICIPAL CODE, AMENDING RELATED SECTIONS 2.02.010, 2.06.020, AND 2.22.030; AND PROVIDING FOR SERVERABILITY AND AN EFFECTIVE DATE.**

**WHEREAS**, in 2001, the Washington State Legislature adopted RCW 35.21.015, allowing cities to establish by ordinance an independent salary commission, with authority to set the salary of the mayor and city council members, in lieu of city council members setting the salaries and benefits; and

**WHEREAS**, the city council desires to establish a salary commission to set the salaries and benefits of the mayor and city council.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF LAKE FOREST PARK, WASHINGTON, DO ORDAIN AS FOLLOWS:**

Section 1. ADOPTION. The City Council of Lake Forest Park hereby adopts chapter 2.30 of the Lake of the Forest Park Municipal Code ("LFPMC"), Salary Commission, as follows:

### **Chapter 2.30 SALARY COMMISSION**

#### **2.30.010 Salary commission.**

The Lake Forest Park salary commission is hereby created to set the salaries and benefits for the city's elected officials. The salary commission shall consist of three voting members who shall be appointed by the mayor and confirmed by the city council.

#### **2.30.020 Membership – Term - Qualifications.**

A. The term of a salary commission member shall be for one salary review, as provided in Section 2.30.030. The term shall commence upon city council confirmation and shall terminate upon filing of the statement of salaries and benefits with the city clerk, as provided in Section 2.30.030.

B. A member shall serve without compensation.

C. For each salary review, conducted once every four years as provided in Section 2.30.030, the mayor shall appoint and the city council shall confirm a salary

commission.

D. No member of the salary commission shall be appointed to more than two terms.

E. A member of the salary commission shall not be an officer, official or employee of the city or an immediate family member of an officer, official or employee of the city. For purposes of this section, "immediate family member" means the parents, spouse, siblings, children, or dependent relatives of an officer, official, or employee of the city, whether or not living in the household of the officer, official, or employee.

#### **2.30.030 Duties - Process.**

A. Every four years, commencing in 2022, the salary commission shall review and determine the salaries and benefits paid by the city to the mayor and city council. The salary commission shall convene and determine the salaries and benefits paid to the mayor and the city council within 60 days of confirmation by the city council. The 60-day review and determination time may be extended upon request of the salary commission and approval by the city council.

B. All meetings of the salary commission shall be conducted pursuant to the current edition of Robert's Rules of Order at the time of the convening of the commission. However, with the concurrence of two commissioners such rules may be waived or modified. The meetings shall be subject to the Open Meetings Act, chapter 42.30 RCW. The meetings shall be held in the same location as city council regular meetings. The salary commission shall provide an opportunity for the public to comment on the salaries and benefits of the mayor and city council prior to taking a final vote on salaries and benefits.

C. After determining the salaries and benefits of the mayor and the city council, the salary commission shall file any change in salaries and benefits with the city clerk on or before the second week in September; provided, however, in 2022 any changes in salaries and benefits shall be filed with the city clerk within 60 days of the salary commission being confirmed. A salary increase shall be effective on the next payday for City employees. A salary decrease shall be effective for incumbent elected officials at the commencement of their next subsequent term of office.

D. Any increase or decrease in salary shall become effective without further action of the city council and shall be incorporated into the City budget without further action of the city council.

#### **2.30.040 Vacancies.**

In the event of a vacancy on the salary commissioner, the mayor shall appoint, subject to approval of the city council, a person to serve the unexpired portion of the term.

### **2.30.050 Removal.**

The City Council may remove a member of the salary commission from office for cause of incapacity, incompetence, neglect of duty, or malfeasance in office.

Section 2. AMEND. The City Council of Lake Forest Park hereby amends section 2.02.010 LFPMP, Compensation, as follows:

#### **2.02.010 Compensation.**

~~As established in chapter 2.30 LFPMP, Commencing January 1, 2004, the mayor shall be paid salary and benefits as set by the salary commission \$2,500 per month plus benefits that would accrue for a half-time nonrepresented city employee.~~

Section 3. AMEND. The City Council of Lake Forest Park hereby amends section 2.06.020 LFPMP, Compensation, as follows:

#### **2.06.020 Compensation.**

~~As established in chapter 2.30 LFPMP, Councilmembers shall be paid salary and benefits as set by the salary commission \$500.00 per month; provided, that the increase in compensation for any council position shall not take effect until January 1st of the year following the year in which the council position is filled by a general election.~~

Section 4. AMEND. The City Council of Lake Forest Park hereby amends section 2.22.030 LFPMP, Commissions established, as follows:

#### **2.22.030 Commissions established.**

The following commissions are established that meet the requirements of LFPMP 2.22.020(B) and their associated and assigned program area responsibilities as follows:

A. Planning Commission. The planning commission shall develop the city's comprehensive plan and updates for recommendation to the mayor and city council and perform other duties as required by state law.

B. Repealed by Ord. 1134.

C. Repealed by Ord. 1134.

D. Repealed by Ord. 1134.

E. Repealed by Ord. 1134.

F. Civil Service Commission. Police personnel as required by state law. The additional duties of this commission shall be defined in the civil service code of the city.

G. Design Review Board. The design review board shall review and make recommendations as required by Chapter 18.42 LFPMC, Town Center.

H. Salary Commission. The salary commission shall set the salaries and benefits for the city's elected officials.

Section 5. Severability. If any section, sentence, clause or phrase of this ordinance shall be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section, sentence, clause or phrase of this ordinance.

Section 6. Effective Date. Sections 2 and 3 of this Ordinance shall become effective upon the salary commission initially establishing salaries and benefits pursuant to section 2.30.030(C) LFPMC. The remainder of this Ordinance shall take effect five (5) days after passage and publication.

**APPROVED BY A MAJORITY** of the Lake Forest Park City Council this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

APPROVED:

\_\_\_\_\_  
Jeff Johnson  
Mayor

ATTEST/AUTHENTICATED:

\_\_\_\_\_  
Matthew McLean  
City Clerk

APPROVED AS TO FORM:

\_\_\_\_\_  
Kim Adams Pratt  
City Attorney

Introduced: \_\_\_\_\_  
Adopted: \_\_\_\_\_  
Posted: \_\_\_\_\_

Ordinance No. ordinance number here.

Published: \_\_\_\_\_  
Effective: \_\_\_\_\_