

**CITY OF WEST RICHLAND  
SALARY COMMISSION MEETING  
TUESDAY, SEPTEMBER 13, 2016**

1. **Call to Order** – City Clerk Richardson called the meeting to order at 3:38 p.m.
2. **Roll Call** – Commissioners Nancy Aldrich, Fred Brink, David Fetto, Greg McDowell, and Robert Perkes were present. City Clerk Julie Richardson, City Attorney Bronson Brown, and Consultants Larry and JoEllen Peters were also present.
3. **Designate Chairperson** – *Commissioner McDowell moved to elect Nancy Aldrich as Chairperson, seconded by Commissioner Perkes. The motion carried unanimously.*

*Commissioner Fetto moved to elect Fred Brink as Vice Chairperson, seconded by Commissioner McDowell. The motion carried unanimously.*

4. **Approval of Agenda** – *Commissioner Brink moved to approve the agenda as presented, seconded by Commissioner McDowell. The motion carried unanimously.*

**5. REVIEW BY CITY ATTORNEY**

- a. City of West Richland Form of Government- City Attorney Brown explained the city’s Mayor Council form of government. He also pointed out the roles of Mayor and Council Members.
- b. Ordinance Creating Salary Commission – City Attorney Brown provided an overview of the ordinance that created the City of West Richland Salary Commission. He pointed out that a public hearing is required before setting the salary schedule.

6. **ELECTED OFFICIAL SALARY HISTORY** – City Clerk Richardson provided an overview of the elected official salary history since 1993 that was provided in the packet. Chairperson Aldrich did not recall the \$300 per month from 1-1-2000 to 12-31-2000 for Council Members or the \$500 per month from 1-1-2000 to 12-31-2001 for the Mayor.

City Clerk Richardson will check those amounts and dates.

City Clerk Richardson will create a city email address for the commissioners who don’t already have one and will provide login information. Clerk Richardson will also send the link to the required Open Government training.

7. **ROLE OF MAYOR AND CITY COUNCIL MEMBERS** – These were pointed out in item 5a. Chairperson Aldrich added that the Mayor has hiring and firing power and basically runs the city, works with staff to bring a budget to City Council and to bring recommendations to City Council. He can vote on a City Council tie when the item does not include expenditure of funds.
9. **DATA SOURCES** – Consultant Peters provided an overview of the data sources that were included in the meeting packet.

The consensus of the Commissioners was the compensation for the city's Mayor and Council Members is low.

Chairperson Aldrich said the Commissioners will need to look at the information provided and determine if, at this time, the city needs a city administrator or if the Mayor can do the job of a city administrator. If you say Mayor's salary without city administrator, you are saying the Mayor will be the city administrator and will be paid commensurate.

Discussion ensued regarding the city's form of government and if it should be changed to Council/Manager.

City Attorney Brown advised that the Salary Commission doesn't have the authority to determine if the city's form of government should be changed.

The Commissioners still want to discuss and possibly make an informal recommendation regarding the form of government.

Commissioners requested the following:

- CPI Index from 2001 to present
- City budget history for past five years
- Budgets for cities on page 60 of packet
- Referendum information
- Projected growth of city

**10. OUTCOMES** – Consultant Peters explained the Commission's outcomes, which are:

1. Mayor Salary with City Administrator
2. Mayor Salary without City Administrator
3. City Council Salary

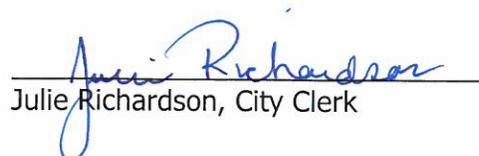
The Commissioners added a fourth outcome to make an informal recommendation to change the city's form of government to Council/Manager.

**11. MEETING SCHEDULE** – The Commissioners will meet on September 20, 2016 at 3:00 p.m. and Friday, October 7, 2016 at 3:00 p.m.

Commissioners will bring their suggested answers to the four outcomes to the September 20, 2016 meeting.

**12. ADJOURNMENT** The meeting was adjourned at 4:44 p.m.

  
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Nancy Aldrich, Chairperson

  
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Julie Richardson, City Clerk