



**WEST RICHLAND SALARY COMMISSION  
THURSDAY, SEPTEMBER 17, 2020  
3:30 p.m.  
Virtual Meeting via Zoom**

**PRELIMINARY AGENDA**

- 1. MEETING CALLED TO ORDER**
- 2. ROLL CALL**
- 3. APPROVAL OF AGENDA**
- 4. APPROVAL OF MINUTES OF SEPTEMBER 10, 2020 SALARY COMMISSION MEETING**
- 5. CITY ATTORNEY REVIEW OF CITY FORM OF GOVERNMENT AND ORDINANCE CREATING SALARY COMMISSION**
- 6. DISCUSSION ON DATA PROVIDED AT SEPTEMBER 10<sup>TH</sup> MEETING**
- 7. RECOMMENDED RATES BY COMMISSIONERS**
  - a. Mayor with City Administrator**
  - b. Mayor without City Administrator**
  - c. Council**
- 8. MEETING SCHEDULE**
- 9. ADJOURNMENT**

**CITY OF WEST RICHLAND  
SALARY COMMISSION MEETING  
THURSDAY, SEPTEMBER 10, 2020**

- 1. Call to Order** – City Clerk Haug called the meeting to order at 4:02 p.m.
- 2. Roll Call** – Commissioners Mark Hanneman, Greg McDowell, Robert Perkes and Luis Ojeda were present. City Clerk Stephanie Haug and City Attorney Bronson Brown were also present.
- 3. Designate Chairperson and Vice Chairperson** –  
*Commissioner McDowell moved to designate Mark Hanneman as Chairperson, seconded by Commissioner Ojeda. The motion carried unanimously.*  
  
*Commissioner Ojeda moved to designate Greg McDowell as Vice Chairperson, seconded by Commissioner Perkes. The motion carried unanimously.*
- 4. Approval of Agenda** – *Commissioner McDowell moved to approve the agenda as presented, seconded by Commissioner Hanneman. The motion carried unanimously.*
- 5. Approval of Minutes of Salary Commission Meeting of October 18, 2018-**  
*Commissioner Perkes moved to approve the minutes of October 18, 2018, seconded by Councilmember Hanneman. The motion carried unanimously.*
- 6. Review By City Attorney-**
  - a) City of West Richland Form of Government- City Attorney Brown explained the city's Mayor Council government in comparison to Council Manager. 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 a new salary schedule.
- 7. Role of Mayor and City Council Members**  
City Attorney Brown reviewed the general roles of the Mayor and the City Council. The City of West Richland does not have a City Administrator so the Mayor is filling that role.
- 8. Data Sources**  
City Attorney Brown reviewed the information provided to the Salary Commissioners.
- 9. Outcomes** – City Clerk Haug said the Commission will need to determine whether the following salaries should stay the same or be increased or decreased.
  1. Mayor Salary with City Administrator
  2. Mayor Salary without City Administrator
  3. City Council Salary
- 10. Meeting Schedule** –  
The Commissioners will meet on September 17, 2020 at 3:30 p.m.
- 11. Adjournment-**  
*Commission Perkes moved and Vice Chair McDowell seconded to adjourn the meeting. The motion passed unanimously.*  
  
The meeting was adjourned at 4:18 p.m.

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Greg McDowell, Chairperson

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Stephanie Haug, MMC, City Clerk