



## Salary Recommendation for Mayor

**REPORT AND ORDER**

**DATE: July 2, 2024**

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### Preamble

The determination of appropriate compensation levels for Councilmembers and the Mayor rests with the Salary Commission of the City of Oak Harbor by virtue of Ordinance No. 1429 passed on June 30, 2005, subsequently amended by Ordinance No. 1806 passed July 5, 2017, and codified in the Oak Harbor Municipal Code Chapter 2.02. Under OHMC 2.02.005, the Salary Commission is to consider and establish appropriate compensation for members of the Council and of other elected city officials.

Pursuant to the obligations imposed in OHMC Chapter 2.02, the Salary Commission met in regular meetings on June 14, 2024, and on July 2, 2024. In addition, the Commission solicited input from various parties concerning the issues involved.

### Findings of Fact

1. The Commission considered a variety of factors as relevant to setting salaries, including the need to attract candidates for office from a variety of occupations, the fact that elected officials' primary motivation is public service, comparisons to similarly situated cities and the cost-of-living changes that have occurred since the last salary adjustments. Specific information considered by the Commission included:
  - a. Association of Washington Cities (AWC) 2023 Salary Data – Cities and Towns.
  - b. Comparable cities salary and healthcare benefit data for 2023 within the population range of 15,000 to 779,200 which follow the Mayor-Council form of government included: Anacortes, Auburn, Bremerton, Edgewood, Everett, Federal Way, Issaquah, Lake Stevens, Lynnwood, Marysville, Port Orchard, Poulsbo, Redmond, Renton, Seattle, Tukwila, and Wenatchee.
  - c. Letter from Mayor Ronnie Wright outlining the hours he is currently working as Mayor, indicating that he believes a full-time mayor is necessary to best serve the City at this time.
  
2. The Mayor currently receives a salary of \$5,166 per month plus health insurance benefits provided at the same levels and premium payments provided to non-represented regular part-time employees, except for the high deductible health plan (HDHP) as passed on December 3, 2013, through Resolution No. 13-36, and as passed on November 3, 2021, through Resolution No. 21-29.



3. The Commission considered the hours worked by current Mayor Wright, which have been full-time since he took office in January of 2024. The Commission recognizes the Mayor works full-time and acknowledges the position is currently in the City Council’s adopted budget as 1.0 FTE. The Commission seeks to fairly compensate the Mayor for his work and discussed comparable full-time mayoral salaries.
4. The Commission inquired as to whether retroactive pay was possible for Mayor Wright, and was advised by the City Attorney that retroactive pay is not allowed under the Washington State Constitution.
5. Effective July 3, 2024, the Mayor should receive an increase to \$11,250 per month to align with full-time mayoral compensation found in comparable cities.

a. Compensation adjustments since 2020 are as follows:

1/1/2020	11/18/2021	5/1/2023	1/1/2024	7/3/2024*
2.25%	2%	2%	3%	117%
\$4,822	\$4,918	\$5,016	\$5,166	\$11,250

*\*Previous years were at a part-time salary and 7/3/2024 reflects the change to full-time salary.*

6. The Commission will determine at a later meeting whether, effective January 1, 2025, the salary for Mayor may be increased by the cost-of-living adjustment as provided to the non-represented employees and the uniformed services or bargaining units of the City.
7. Compensation shall be so determined and incorporated into the City budget without further action of the City Council or the commission (OHMC 2.02.040).
8. The Salary Commission will meet at least one (1) time annually per calendar year to review the Mayor and Councilmember salary and benefits. The commission meeting will be scheduled to occur before October or no later than December 31st of each calendar year.
9. In the case the City form of government changes from Mayor-Council or the employment type of the Mayor position is adjusted from part-time to full-time, the Salary Commission will reconvene to meet immediately within thirty (30) days to readdress the salary and benefits.

Now, therefore, it is hereby ordered and directed that the City of Oak Harbor provide compensation for its elected officials as follows:

**Section One. Mayoral Salary.** The salary of the Mayor of Oak Harbor shall be \$11,250 per month equivalent to \$135,000 annually per year, together with benefits as follows: health insurance benefits for medical, dental and vision insurance provided at the same levels and premium payments provided



to non-represented regular part-time City employees, except for the high deductible health plan (HDHP) as passed through Resolution No. 13-36 and Resolution No. 21-29.

**Section Three. Adjustments.** Prior to December 31<sup>st</sup> of each year, the Salary Commission shall meet to determine whether the Mayor and Councilmember salaries will be adjusted using the bargaining unit and non-represented cost-of-living adjustment as a guiding principle.

The Commission further requests that a copy of this report and copies of the minutes from the Commission meetings also be filed with the City Clerk.

Passed by motion this 2<sup>nd</sup> day of July, 2024.

DocuSigned by:  
*Tiffany Scribner* 7/10/2024  
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Tiffany Scribner, Chairperson Date

DocuSigned by:  
*Mary Elizabeth Himes* 7/11/2024  
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Mary Elizabeth Himes, Vice Chairperson Date

DocuSigned by:  
*Jason McFadyen* 7/11/2024  
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Jason McFadyen, Commissioner Date

DocuSigned by:  
*Melissa McCumber* 7/11/2024  
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Melissa McCumber, Commissioner Date

Attest:

DocuSigned by:  
**Julie Nester** 7/11/2024  
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Julie Nester, City Clerk Date