



DATE: April 25, 2024  
TO: Matthew McLean, City Clerk  
RE: Salary Commission Preliminary Compensation Decision for Elected Officials  
FROM: Lake Forest Park Salary Commission Chair Troyer  
CC: Vice Chair Carol Fyall and Commissioner Donna Hawkey

The Lake Forest Park Salary Commission, authorized by chapter 2.30 of the Lake Forest Park Municipal Code, provides for an independent commission with authority to review and increase or decrease the salary of city elected officials. After determining the salaries and benefits of the mayor and the city council, the salary commission files any change in salaries and benefits with the city clerk. A salary increase shall be effective on the next payday for city employees and a salary decrease shall be effective for incumbent elected officials at the commencement of their next subsequent term of office.

The Commission first met on March 11, 2024, and requested from the Council an extension to May 31, 2024, to complete its review. The extension was approved on March 28, 2024.

On March 21, 2024, the Commission met and reviewed salary and benefit comparisons from nine cities of comparable population and sales tax revenue. To determine the number of hours council members spend attending, or preparing for council meetings and events the Commission conducted a survey of the Council members on April 9, 2024.

The Commission reviewed the Council members survey results on April 24, 2024, accompanied by salary and benefit comparisons with nine additional cities from the Association of Washington Cities. The Commission noted that the last increases for the office of mayor and councilmember were in 2008.

Based on the information reviewed, the Salary Commission recommends the following:

- The duly elected or appointed Mayor shall continue to receive a salary in the amount of \$3,000 per month in addition to other benefits available to the office for their service.
- Commencing on the first payroll cycle following receipt of the Commission's determination by the City Clerk, each duly elected or appointed Councilmember shall receive an increase of \$100 per month for a total sum of \$700 per month as

compensation for their service (anticipated June 2024). Commencing on January 1, 2025, each duly elected or appointed Councilmember shall receive an increase of \$100 per month for a total sum of \$800 per month as compensation for their service.

A public hearing has been scheduled for May 6, 2024, at 7:00pm to provide an opportunity for public comment regarding the Salary Commission's preliminary determination.