

**SALARY COMMISSION
Meeting Minutes**

SPECIALLY CALLED MEETING

**Wednesday, September 11, 2019
7:00 pm**

Police Department Training Room
250 5th Ave. N., Edmonds, WA 98020

Present: Jay Grant, Chair
Ava Dubno, Vice-Chair
Don Hall, Commissioner
Carl Zapora, Commissioner
Jeff Hodson, Commissioner by Conference Phone
Marilynne Beard, Consultant, MMB Consulting

CALL TO ORDER

Chair Grant called the meeting to order at 7:00 p.m.

APPROVAL OF AGENDA

There were no changes requested to the agenda and the agenda was approved as submitted.

APPROVAL OF MINUTES

Chair Grant asked the Commissioners if there were any changes to the Meeting Minutes of the September 4, 2019 meeting. No edits were noted. Commissioner Zapora moved approval of the minutes. Commissioner Hall seconded the motion. The minutes were approved unanimously.

PUBLIC COMMENT

There were no members of the public present. Chair Grant closed the public comment period.

DISCUSSION ITEMS

Review of Draft Letter from Salary Commission

Chair Grant distributed a draft letter with the Commission's findings to be filed with the City Clerk and presented to the Mayor and City Council. Commissioner Zapora asked that his approval of the findings and compensation adjustments included in the letter be noted for the record. Minor clarifying edits were made to the draft letter. Commissioner Zapora made a motion to accept the letter from the Salary Commission as amended. Vice-Chair Dubno seconded the motion. The motion was approved unanimously.

Chair Grant will make the needed edits to the letter and file it with the City Clerk with a copy to the City Attorney on September 12. The Commission confirmed that a copy of the community and Council surveys should be included in the City Council's agenda packet for September 17.

Review of Draft Presentation to the City Council

The Commission reviewed the presentation slides prepared by Commissioner Hodson. The Commission asked for various corrections and clarifications consistent the final letter from the Commission. Commissioner Zapora made a motion to approve the presentation as amended. Commissioner Hall seconded the motion. The motion was approved unanimously. Commissioner Hodson will make the requested changes and send a revised version to the Commission on September 12.

OTHER

Commissioner Zapora thanked the Commission for their work and diligence and noted that the Commission is a pleasure to work with.

Chair Grant adjourned the meeting at 8:00 pm.