



Salary Commission - Special Meeting

November 7, 2025, 10:00 AM

City Hall

The Salary Commission meeting will be held in person in City Hall council chambers. The public can participate via the following:

<https://us02web.zoom.us/j/81776990753>

AGENDA

10:00 AM Welcome - Call to order:

Agenda Approval

Public Comment

Approval of Prior Meeting Minutes

Public Hearing

Adoption of 2026 salaries

Adjournment

PUBLIC COMMENT

If you wish to provide oral public comments during the Council meeting, please register through this link:

<https://us02web.zoom.us/s/81776990753>

WRITTEN PUBLIC COMMENTS

If you wish to provide written public comments for the upcoming Salary Commission meeting, please email your comments to kdixon@libertylakewa.gov by **8:00 AM** the day of the meeting and include all of the following information with your comments:

1. The Meeting Date
2. Your First and Last Name
3. If you are a Liberty Lake resident
4. The Agenda Item(s) which you are speaking about

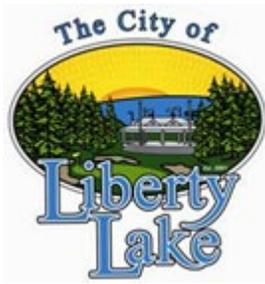
JOIN ZOOM MEETING

To view the meeting live via Zoom Meeting, join the Zoom web meeting:

Meeting Instructions:

To join the Zoom web meeting:

<https://us02web.zoom.us/s/81776990753>



SALARY COMMISSION MINUTES
OCTOBER 23, 2025
22710 E. COUNTRY VISTA DRIVE
11:00AM

CALL TO ORDER – Commissioner Saba called the meeting to order at 3:00pm

ROLL CALL

Commissioners who physically attended the meeting were:

Commissioners Mark Saba, Jim Baumker, Aaron Asmus

City officials who physically attended the meeting were:

Kyle Dixon, Finance Director, Evan O'Malley, IT Assistance

AGENDA APPROVAL: Commissioner Baumker moved to approve the agenda as presented. Commissioner Asmus seconded. Motion carried.

PUBLIC COMMENT: None

APPROVAL OF PRIOR MEETING MINUTES: Commissioner Asmus moves to approve the October 16, 2025 minutes, Commissioner Baumker seconds, motion carries.

REVIEW OF SALARY COMMISSION DATA: Salary Commission reviewed historical increases and discussed the merits of including cities at the extreme ends of the data spectrum. Commissioner Baumker reflected on discussion in 2024 regarding a potential 15% increase for the Mayor. Commission ultimately decided to phase that increase over two years. Commissioner Baumker moved to increase the Mayor's monthly salary by 7% to \$2,865 and Councilmember monthly salaries by 7% to \$920. Commissioner Asmus seconded. Motion carried. The Salary Commission will hold a public hearing to receive input on their decision prior to formal adoption.

UPCOMING MEETINGS: Commission scheduled the next meeting and public hearing to finalize 2026 salaries and wages for elected officials for Friday, November 7 at 10AM.

ADJOURNMENT: With there being no further business, Chair Saba adjourned the meeting at 3:18PM.

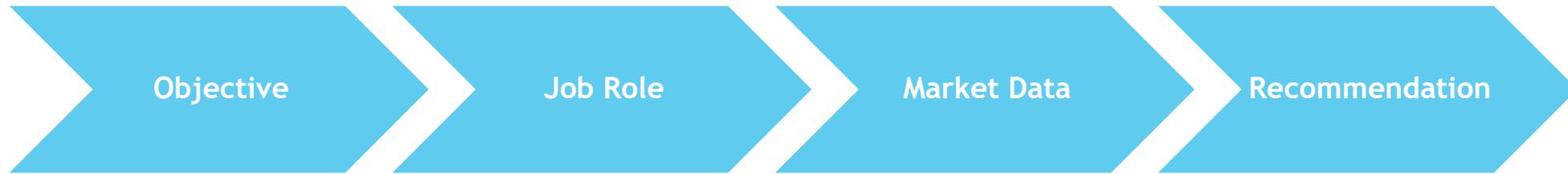
Notes and Transcription by Kyle Dixon, Finance Director. This Salary Commission meeting was also audio taped. Anyone desiring to listen to the recording may contact the City Clerk

Liberty Lake Salary Commission

November 2025



Process



Objective

- ▶ Ordinance No. 176-A section 5
 - ▶ It is the goal of the Salary Commission to base salaries of elected officials on realistic standards so that elected officials may be paid according to the duties of their offices and so that citizens of the highest quality may be attracted to public service.
- ▶ Salary Commission Philosophy
 - ▶ The philosophy of the Salary Commission is to attract top candidates, and pay fair compensation for work, in compliance with statutory requirements.

Job Role

- ▶ Mayor & Councilmember Handbook - role description
 - ▶ Published by Association of Washington Cities (AWC) and Municipal Research & Services Center of Washington (MRSC)

Market Data

- ▶ Survey data
 - ▶ Washington State Cities & Towns
 - ▶ Job Titles - Mayor and Councilmember
 - ▶ Data based on comparison of like jobs, not professional jobs or hourly rates
- ▶ Parameters
 - ▶ Population 10,000 to 30,000
 - ▶ Form of Government - Mayor - Council (Strong Mayor)
 - ▶ Removed data for Mayor roles that were Full-time or benefits eligible
 - ▶ Aged data
 - ▶ Removed statistical outliers
 - ▶ Removed entities with no adjustments in previous 4 years

Approved Recommendation

- ▶ **Market Data Results**
 - ▶ **Mayor - 7 cities**
 - ▶ Aged average compensation of selected cities = \$2,938/month
 - ▶ Current amount: \$2,675/month
 - ▶ **Recommended 2026 salary: \$2,865/month (7% increase)**
 - ▶ **Councilmember - 15 cities**
 - ▶ Aged average compensation = \$918/month
 - ▶ Current amount: \$880/month
 - ▶ **Recommended 2025 salary: \$920/month (7% increase)**
- ▶ **Effective Jan 1, 2026**