

**CITY OF LIBERTY LAKE  
SPOKANE COUNTY, WASHINGTON  
ORDINANCE NO. 176**

**AN ORDINANCE OF THE CITY OF LIBERTY LAKE, SPOKANE COUNTY, WASHINGTON,  
ESTABLISHING AN INDEPENDENT SALARY COMMISSION IN ORDER TO SET THE  
SALARIES OF THE CITY'S ELECTED OFFICIALS, PROVIDING FOR THE APPOINTMENT  
AND TERMS OF COMMISSION MEMBERS AND FOR REMOVAL OF THE SAME,  
ESTABLISHING EFFECTIVE DATES FOR SALARY INCREASES AND DECREASES  
APPROVED BY THE COMMISSION, SUBJECT TO REFERENDUM, PROVIDING FOR  
SEVERABILITY AND ESTABLISHING AN EFFECTIVE DATE.**

WHEREAS, RCW 35A.12.070 provides that elective official's salaries are to be set by ordinance; and

WHEREAS; RCW 35.21.015 allows the Council to delegate such authority to a salary commission;

WHEREAS; the current salaries for the elected officials have not been adjusted in more than eight (8) years; and

WHEREAS; the City of Liberty Lake's population at the time of incorporation in 2001 was 3,654 and has increased to 6,980 in 2008; and

WHEREAS; the Liberty Lake City Council has determined to create a commission for the purpose of setting the salaries of the Mayor and City Council;

**NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF LIBERTY LAKE, SPOKANE COUNTY, WASHINGTON, DO ORDAIN AS FOLLOWS:**

Section 1. Commission Created – Purpose. An independent salary commission is hereby created for the purpose of setting the salaries of the Mayor and City Council Members of the City of Liberty Lake. The official name of the Commission shall be the Liberty Lake Salary Commission.

Section 2. Membership – Appointment. The Liberty Lake Salary Commission shall be composed of three (3) members appointed by the Mayor with confirmation by the City Council. No member shall be an officer, official, or employee of the City of Liberty Lake ("City") nor shall any of his or her immediate family members be members of the Salary Commission. For purposes of this Ordinance, "immediate family member" means the parents, spouse, siblings, children, or dependent relatives of the officer, official, or employee, whether or not living in the household of the officer, official, or employee. All members shall be residents of the City of Liberty Lake.

Section 3. Term of Appointment. The regular term of office for a Liberty Lake Salary Commission member shall be four (4) years without compensation. Each member shall hold office until a successor is appointed and confirmed unless removed for cause pursuant to Section 4 of this Ordinance or RCW 35.21.015, as now or hereafter amended. The initial members shall be appointed for staggered terms as follows:

- a. Two members shall be appointed for a period of four (4) years; and
- b. One member shall be appointed for two (2) years.

All subsequent appointments or reappointments shall be for a four (4) year term. No member of the commission shall be appointed to more than two (2) terms. Appointments may be made to complete an unexpired term in the event of a vacancy.

Section 4. Removal. The Mayor may remove a member of the Liberty Lake Salary Commission during the member's term of office only for cause of incapacity, incompetence, neglect of duty, or malfeasance in office or for a disqualifying change of residence.

Section 5. Duties. It is the goal of the Salary Commission to base salaries of elected officials on realistic standards so that the 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. The Salary Commission shall have the duty, at such intervals as determined by the commission, to review the salaries paid by the City to each elected City official. If after such review the Salary Commission determines that the salary paid to any elected City official should be increased or decreased, the commission shall file a written salary schedule with the City Clerk indicating the increase or decrease in salary. Salaries for City Council Members shall be uniform. Salary increases established by the Salary Commission shall be effective on the first pay period of the year following the decision of the commission. Salary decreases established by the Salary Commission shall become effective as to incumbent City elected officials at the commencement of their next subsequent term of office.

Section 6. Commission Meetings – Rules of Procedure. The Liberty Lake Salary Commission shall meet as necessary to conduct the business entrusted to the commission by this Ordinance. The commission may establish its own rules of procedures consistent with the Liberty Lake Municipal Code and state law, which shall include a meeting schedule. All meetings shall be governed by the provisions of the Open Public Meetings Act and the Public Records Act. At least one (1) of the meetings shall include a public hearing held prior to the Salary Commission issuing a decision regarding the establishment of salaries in order to provide an opportunity for the public and the affected public officials to address the Salary Commission.

In determining the salaries for elected officials, the Salary Commission shall solicit information regarding the elected official's duties and responsibilities. Prior to the Salary Commission issuing a salary schedule, the commission may request additional financial information and other relevant data from the appropriate City department.

Three (3) members of the Salary Commission shall constitute a quorum and the affirmative vote of three (3) members shall be required to approve a salary schedule for the Mayor and City Council Members, as well as other matters of the commission. The commission shall keep a written record of its proceedings, which shall be a public record in accordance with state law.

Section 7. Referendum. Salary increases and decreases shall be subject to referendum petition by the people of the City in the same manner as a City ordinance upon filing of such petition with the City Clerk within thirty (30) days after filing of the salary schedule. In the event of the filing of a valid referendum petition, the salary increase or decrease shall not go into effect until approved by the vote of the people. Referendum measures under this section shall be submitted to the voters of the City at the next following general or municipal election occurring thirty (30) days or more after the petition is filed, and shall be otherwise governed by the provisions of the state constitution and general laws applicable to referendum measures.

Section 8. Severability. If any section, sentence, clause or phrase of this Ordinance shall be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section, sentence, clause or phrase of this Ordinance.

Section 9. Effective Date. This Ordinance shall be in full force and effect five (5) days after publication of this Ordinance or a summary thereof in the official newspaper of the City as provided by law.

PASSED by the City Council this 21<sup>st</sup> day of July, 2009.

Wendy VanOrman  
Mayor, Wendy Van Orman

ATTEST:

Ann Swenson  
Deputy City Clerk, Ann Swenson

Approved As to Form:

Sean P. Boutz  
City Attorney, Sean P. Boutz

Date of Publication: 7.30.09  
Effective Date: 8.4.09

**CERTIFICATION**

I, the undersigned Deputy City Clerk of the City of Liberty Lake, of Spokane County, Washington, HEREBY CERTIFY that the foregoing Ordinance is a full, true and correct copy of Ordinance No. 176 duly adopted at a regular meeting of the City Council of said City, duly and regularly held at the regular meeting placed thereof on July 21, 2009 of which meeting all members of said City Council had due notice and at which a majority thereof were present; and that at said meeting said Ordinance was adopted by the following vote: 6-0.

AYES, and in favor thereof: Mayor Pro Tem Crump; Council Members: Olander, Jenkins, Langford, Owens, Schuler

NAYS, Council Member(s):

ABSENT, Council Member(s):

ASTAINED, Council Member(s):

CITY OF LIBERTY LAKE

  
DEPUTY CITY CLERK