



Citizens' Commission on Salaries for Elected Officials
MINUTES
(Approved)

Wednesday, May 22, 2019
Tacoma Mall Plaza, 2nd Floor Conference Room
2702 S 42nd St, Tacoma WA 98409
Tacoma, WA 98402

Commission Members Present: Steven Howard, Tim Madden, Patty Rose, Theresa Garl, Deidre Puffer, Orval Warren, Doreen Wymore.

Commission Members Absent: Julie Sweeney (excused)

Others in Attendance: Christina Roberts (Assistant Director), Kathie Lybecker (Classification and Compensation Manager), Denise Booth (Compensation and Classification Analyst), Mike Lonergan (Assessor-Treasurer), and Julie Anderson (Auditor).

Call to Order: Commission Chair, Patty Rose, called the meeting to order at 5:45 p.m.

Quorum: A quorum was present.

Minutes: The April 24, 2019, minutes were unanimously approved.

[**Moved:** Warren | **Seconded:** Howard]

Update on filling vacant commission positions:

2 vacancies, one in HR personnel, and the other with legal knowledge, looking for an attorney. The HR Director met with an individual who applied for the HR vacancy. HR moving forward with a resolution for Council to adopt. It is our hope the new member will be approved in June and may attend the July meeting. No applicants to represent Legal. Reminder of Commission PC residency requirements.

For Commission support staff, HR interviewed and extended a job offer.

Chair Rose inquired if HR reached out to the Bar Association. Kathie shared advertisement has been made, but we will look into the Bar Association.

Presentation to Commission by Elected Officials

Mike Lonergan, Pierce County Assessor-Treasurer:

1. What are the five key responsibilities of your elected position, and how are you meeting them?
Have these responsibilities changed since you were first elected into office?
 - o Basic duties about the same. Pierce County is the only combined Assessor Treasurer in the state. We're unique in that way.

- Valuing property, sub dividing parcels, and new construction (added \$2 billion in new construction).
 - Working with State Board of Appeals to assist with backlog. The County Board of Equalization hears local appeals.
 - Maintain accurate maps and records of 325,000 parcels in PC.
 - Determine lawful tax per year and apply to property owner's annual taxes.
 - Sending out tax bills over \$1.5 billion per year.
2. If you could re-write your job description what would you add and/or delete?
- Job is interesting and unique. The duties are plenty and make sense. Mr. Lonergan believes Distraint & Tax as well as Real Estate Acquisition should be in the same office as Foreclosure which is in the Assessor-Treasurers Office.
3. What is the most critical/complex piece of your job? What part of your job do you enjoy the most?
- The challenge is determining correct value of property.
 - Updating the CAMA system, which is the software used in house as well as a resource tool used in the field.
 - The relationships, working with the staff and interacting with the various taxing districts in the County. Mr. Lonergan shared its satisfying when you have staff asking if you are running for a 3rd term.
 - Mr. Lonergan recalled the former ATR and layoffs that impacted the office in 2009. The office is gradually increasing in staff. Mr. Lonergan believes he has helped to ensure a positive environment. The Office motto is to do better every day.
4. Do you have a "second-in-command" (assistant/deputy/etc.)? If so, what is his/her role in your organization? Do you feel the compensation for your second-in command is fair?
- No. there is not a Deputy Assessor Treasurer.
 - The Office has an Administrative Officer and two Appraisal Supervisors. The salary for both is fair. Incumbents perform some of the duties a deputy would perform.
5. What changes have you made within your role over the last year? What do we have to look forward from your office in the future?
- CAMA upgrade – Software system to gather data and update sketches.
 - WACO - Mr. Lonergan represents all Assessors in Washington state. The organization has put forth proposed regulations to help citizens experiencing foreclosure and changing veteran eligibility requirements.
 - Succession planning – One third of our staff is new. Within 6 months the office will be losing the Supervisor of the Residential Appraisal Team to retirement.
6. In your opinion, do you think the compensation for this position is fair?
- Yes. To alleviate salary compression Mr. Lonergan referenced a suggestion made a couple of years ago, which was to look at the COLA applied elsewhere and consider applying the same for elected officials.

Julie Anderson, Pierce County Auditor:

(Distributed handouts that provided answers to the six questions. The following comments captured in the minutes are based on statements made during the meeting.)

Ms. Anderson provided a brochure with an overview of the Auditor's Office.

1. What are the five key responsibilities of your elected position, and how are you meeting them? Have these responsibilities changed since you were first elected into office?

1. Create, communicate, and implement a mission and goals.
 - Strategic plan.
2. Operational oversight. Service delivery. Customer service.
 - Read. Edit. Approve. Research. Draft. Plan. Audit.
 - Smooth operations that are highly-ethical, highly-reliable, and highly-responsive to the public.
3. Focus on long-term organizational success. Stewardship.
 - Anticipate and avoid not just the close, immediate threats, but the distant threats on the horizon.
 - Ask tough questions.
 - Maintain external and internal awareness.
 - Make investments in the future.
4. Advocate and promote (local government, stakeholders)
 - Participate at a leadership level in civic and professional associations. Local, State, and national.
 - Promote changes that benefit citizens and streamline government.
5. Motivate, guide, and develop people.

These key responsibilities are a mainstay of any leadership position. Although some years require more emphasis in one area or another, the overall portfolio hasn't changed.

2. If you could re-write your job description what would you add and/or delete?

Elected Officials have no job description. Ms. Anderson provided a list of statutory responsibilities.

3. What is the most critical/complex piece of your job? What part of your job do you enjoy the most?

Meeting responsibilities #1 - #5, with an unusual set of conditions:

- Elected position with 4-year term of office and term limits.
- Agent of the State funded by County government.

4. Do you have a "second-in-command" (assistant/deputy/etc.)? If so, what is his/her role in your organization? Do you feel the compensation for your second-in command is fair?

The Chief Deputy Auditor is an appointed position. Ms. Anderson provided an Organizational Chart and a Venn diagram illustrating the position's distinct and shared duties.

5. What changes have you made within your role over the last year? What do we have to look forward from your office in the future?
 - Ms. Anderson referred to the brochure specifically the 2019 – 2022 Strategy.
 - Commissioner inquired as to the impact of the Pre-Register to Vote. Ms. Anderson responded, 83% of eligible voters registered to vote, registration is not the problem, it's a participation problem. Pre-Voter Registration, not a problem. Participants under age 18 are asked if they want to be registered when they apply for Driver's license. The record is held until the individual is eligible to vote.
 - Ms. Anderson noted it's the same day ballot that is complicated. Ms. Anderson explained the new voter registration database, a real time system.
 - Ms. Anderson shared for the upcoming 2020 Primary Election the office has secured Cheney Stadium.

6. In your opinion, do you think the compensation for this position is fair?
 - The compensation is more than generous.
 - Ms. Anderson asked the Commission to take care of the employees in the Auditor's Office.

Review/Discussion of Information provided by Human Resources staff to Commission

Kathie explained materials provided in the Pierce County Citizens' Commission on Salaries for Elected Officials member packets.

Patty Rose inquired if the State Salary Commission information for Governor and Lt. Governor could be provided. Kathie responded she would check to see if the information is out, if available will bring to the next meeting.

Patty Rose inquired as to when the CPI data would be released. Kathie responded, data is for June to June, usually comes in July, noting she hopes to have information for July 31st meeting.

Next meeting confirmed for June 26, 2019.

Public Testimony: There was no public testimony.

Good of the order: None.

Adjournment: The meeting was adjourned at 7:25 p.m.