



Peninsula Metropolitan Park District

Commissioner Compensation Policy

Policy Number	Resolution Number	Date Approved:	Supersedes the following Resolutions and Policies:
P10-003	R2010-026	August 16, 2010	R2009-28 (Adopted 12/21/09) R2007-013 (Adopted 12/17/07) R2005-008 (Adopted 7/11/05) R2004-15 and R2004-15A (Adopted 8/18/04)

Policy: **Commissioner Compensation**
 (Approved by the PenMet Parks Board of Commissioners)

Purpose: This Commissioner Compensation Policy establishes policy relative to the payment of just compensation to District Commissioners in accordance with RCW 35.61.150 for work performed on behalf of the District and in accordance with the appropriate adopted Resolutions.

The policy is further designed to provide elected commissioners who incur authorized related expenses while on Peninsula Metropolitan Park District (PenMet Parks) business, reasonable and timely procedures for obtaining payment of the compensation.

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Policy Requirements:

Section 1. Maximum Compensation

The maximum compensation for Commissioners is established by RCW 35.61.150 and upon the effective date of any legislative change to RCW 35.61.150, the Commissioner compensation rates shall automatically and without further action of the Board be adjusted to the new maximum permissible compensation rate and annual total.

Section 2. District Business Definitions

Just compensation for District Commissioners is limited to the business of the District and is defined as:

A Meetings of the Board

Attendance at regular and special meetings of the Board, which are defined as those meetings that are scheduled meetings as required by the open meetings act;

B. Committee Meetings

Attendance at committee meetings, which are defined as meetings of two or more Commissioners for the purpose of conducting District business; and

C. Other

Time spent where a Commissioner attends and is representing the District and performing District business such as but not limited to:

1. Public events
2. District sponsored or co-sponsored events
3. Meetings with staff
4. Meetings with constituents
5. Meetings with legislators
6. Meetings with outside agencies
7. Education and training

Activities that a Commissioner attends and performs work that would typically be considered a “volunteer” activity should not be considered a meeting in the context of this policy.

Section 3. Individual Annual Total Distribution

The annual compensation to a Commissioner shall not exceed one-fifth of the approved budget line item for Commissioner Compensation or the maximum allowable compensation pursuant to law, whichever is less. In the event there are funds remaining under this line item, those funds will

be redistributed by Board Action in accordance with the adopted Comprehensive Financial Policies.

Section 4. Frequency of Compensation

Commissioners shall use the approved Compensation Tracking form for all submittals for compensation. Commissioners shall submit Compensation Tracking forms no less than quarterly for consideration of the Board at their April, July, October, and January meetings.

Section 5. Tax Deductions

Commissioners receiving compensation shall be treated as employees and all Commissioner compensation shall be subject to applicable state and federal tax deductions which shall be deducted from each compensation payment.