



PORT OF BELLINGHAM  
*Washington State*

MEMORANDUM

**TO:** Commission President    **DATE:** February 19, 2019  
**FROM:** Elizabeth Monahan, Director of HR                      **COPIES:** Rob Fix  
*Elizabeth Monahan*  
**SUBJECT:** Salary Increase for Executive Director

**ACTION REQUESTED**

Motion to approve an increase in the base salary of the Executive Director by 3.0% over his 2018 annual salary, effective immediately.

**BACKGROUND**

The Commission periodically reviews the salary of the Executive Director. The last adjustment was made in January of 2018. This adjustment is based on the same percentage being given to a majority of the non-represented Port employees.

**FISCAL IMPACT**

This amount is budgeted within anticipated salary increases to employees in the approved Fiscal Year 2019 Budget.

**STRATEGIC PURPOSE**

Maintain competitive salary structure that is outcome based.

**RECOMMENDATION**

Approval of the motion.