

LOCAL OFFICERS COMPENSATION COMMISSION MEETING MINUTES
JULY 12, 2023

The Meeting was called to order at 3:30 p.m.

The following members were present: Sean Malone, Michael Quinn, Mike Stoddard, Paul Summers, and Ryan Thomas. Gary Roberts was absent with excuse and there is one vacant position on the Commission. Staff Liaisons Deputy Clerk Tammy Durian and City Clerk Erica Eklov were also present.

ELECTION OF CHAIRPERSON

Motion by Quinn, seconded by Summers, to appoint Mike Stoddard as Chairperson.

APPROVAL OF THE MINUTES

Motion by Stoddard, seconded by Malone, to approve the minutes of the July 28, 2021, meeting of the Local Officers Compensation Commission (LOCC). Motion carried 5-0.

STATEMENTS OF CITIZENS

There were no statements offered by citizens.

NEW BUSINESS – REVIEW OF CITY COUNCIL AND MAYOR SALARIES

The members were directed to the supplementary meeting documents that included a survey of compensation rates from local municipalities.

Commissioners discussed the previous 2019 and 2021 surveys and refraining from providing City Council with a 2021 increase due to financial uncertainties as a result of the COVID 19 pandemic, as well as council terms and effective dates. Clerk Eklov informed the Commission that city staff received a 5% cost of living increase for 2023/2024 fiscal year, provided information regarding the council terms and stipends, then directed the payroll questions to Director of Human Resources, Shannon Hertz.

Commissioners further discussed the municipal survey and comparisons, population and revenue, council responsibilities, as well as support and growth within the City of Portage. Mr. Thomas asked for the comparison to include a budget expenditures and revenues in future surveys. Further discussion included tools to establish goals and objectives for City Council. Mr. Stoddard asked if an increase was desired. Mr. Quinn commented on council responsibilities and noted Kalamazoo County Commissioners salary comparison. Mr. Thomas noted the City of Portage's position on the salary comparison. Mr. Malone asked about the budget and noted recent inflation.

Motion by Thomas, seconded by Quinn, to increase the annual compensation for Mayor by \$1,000.00 to a total of \$10,500.00 and to increase the annual compensation for City Councilmembers by \$1,000.00 to a total of \$8,000.00, including the current Council Device Stipend.

After additional discussion, Mr. Summers and Mr. Malone asked to amend the motion and increase the compensation to \$1,500.00 based on inflation and because there was not an increase in 2021. Mr. Thomas agreed, and Mr. Stoddard noted that council is not a compensation driven position.

Motion by Summers, seconded by Malone, to increase the annual compensation for Mayor by \$1,500.00 to a total of \$11,000.00 and to increase the annual compensation for City Councilmembers by \$1,500.00 to a total of \$8,500.00, effective after Council receipt, including the current Council Device Stipend, and noting the lack of a compensation increase in 2021. Motion carried 5-0.

Clerk Eklov reviewed the proposed updates to the draft report to City Council and shared that it would be placed on the City Council agenda of the July 25, 2023, Regular City Council Meeting.

ADJOURNMENT: The meeting adjourned at 4:18 p.m.

Tammy Durian, Deputy City Clerk /
Staff Liaison to the LOCC