



CITY OF IONIA
LOCAL OFFICERS COMPENSATION COMMISSION
MEETING AGENDA
12:00 PM, Thursday, February 20, 2025
CITY HALL – LOWER LEVEL CONFERENCE ROOM

- I. Call to Order and Oath of Office**

- II. Introductions and Review of Chapter 280 of the Codified Ordinances of the City of Ionia – Local Officers Compensation Commission**
 - 1. Chapter 280-LOCC

- III. Selection of Chairperson**

- IV. Approval of Minutes**
 - 1. March 27, 2023 – LOCC Meeting Minutes

- V. Public Comments**

- VI. Review Staff Report – Mayor/Council Member Positions**
 - 1. Current Compensation
 - 2. Compensation Rates for Comparison

- VII. Action - Recommend FY2025-2026 Compensation**
 - 1. Mayor
 - 2. City Council Members

- VIII. Adjournment**

Local Officers Compensation Commission

Andy Barr
Tom Dickinson
Kevin Miller
Jordan Parham
Trevor Tooker

Chapter 280

Local Officers Compensation Commission

- 280.01 Establishment.
- 280.02 Purpose.
- 280.03 Membership.
- 280.04 Terms of office.
- 280.05 Filling of vacancies.
- 280.06 Compensation; expenses.
- 280.07 Organization; meetings.
- 280.08 Determination of salaries.
- 280.09 Precedence of chapter.

CROSS REFERENCES

Compensation of Mayor and Council - see CHTR. §2.04

Compensation and salaries in home rule cities - see M.C.L.A. §§ 117.3, 117.5, 117.17, 117.19, 117.20, 117.28, 117.32, 117.33

280.01 ESTABLISHMENT.

There is hereby established, in and for the City, a Local Officer's Compensation Commission for the City pursuant to Act 8 of the Public Acts of 1972, as amended, being Section 5C of Section 117.5 of the Compiled Laws of 1948, as amended, State of Michigan.

(Ord. 362. Passed 3-1-94.)

280.02 PURPOSE.

The purpose of the Local Officers Compensation Commission is to determine the salaries of all local elected officials. The Commission may at the request of the Mayor act as an advisory commission in recommending salaries for the appointed officers of the City of Ionia.

(Ord. 362. Passed 3-1-94.)

280.03 MEMBERSHIP.

The Commission shall consist of five members, who are registered electors of the City, who shall be appointed by the Mayor subject to confirmation by a majority of the City Council. However, no member or employee of the legislative, judicial or executive branch of any level of government or member of the immediate family of such member or employee shall be eligible to be a member of the Commission.

(Ord. 362. Passed 3-1-94.)

280.04 TERMS OF OFFICE.

The members of the Local Officers Compensation Commission shall be initially appointed as follows:

- One member for a term of five years;
- One member for a term of four years;
- One member for a term of three years;
- One member for a term of two years;
- One member for a term of one year.

Annually, thereafter, the Mayor, with the approval of the Council, shall appoint one member of said Commission for a term of five years. Members shall be appointed before October 1 of the year of appointment.

(Ord. 362. Passed 3-1-94.)

280.05 FILLING OF VACANCIES.

Vacancies occasioned by removals, resignations or otherwise, shall be reported to the City Council and shall be filled for the remainder of the unexpired term in the same manner as original appointments.

(Ord. 362. Passed 3-1-94.)

280.06 COMPENSATION; EXPENSES.

The members of the Local Officers Compensation Commission shall receive no compensation, but shall be entitled to their actual and necessary expenses incurred in the performance of their duties.

(Ord. 362. Passed 3-1-94.)

280.07 ORGANIZATION; MEETINGS.

Immediately after their appointment, the members of the Local Officers Compensation Commission shall meet and organize by electing one of their members Chairperson and electing such other officers as they may deem necessary. They shall also have the power to adopt such by-laws and regulations as they deem necessary for the carrying on of the business of the Commission.

A majority of the members of the Commission shall constitute a quorum for conducting its business. However, the Commission shall take no action or make determinations without a concurrence of a majority of the members appointed and serving on the Commission.

The Commission shall meet for not more than fifteen session days in 1973 and every odd-numbered year thereafter. A "session day" means any calendar day in which the Commission meets and a quorum is present.

(Ord. 362. Passed 3-1-94.)

280.08 DETERMINATION OF SALARIES.

The Local Officers Compensation Commission shall have the power to and shall determine the salaries of all elected officials of the City. The determination of said salaries shall become effective thirty days after being filed with the City Clerk, unless rejected by a vote of two-thirds of the City Council. In case of such rejection, the existing salary shall prevail. The Commission shall make its determination within forty-five calendar days of its first meeting.

The Commission shall not be responsible for review, approval or accounting for routine expense allowances or other expenses paid to elected officials in addition to salary.

(Ord. 362. Passed 3-1-94.)

280.09 PRECEDENCE OF CHAPTER.

This chapter shall supersede and take precedence over all existing Charter provisions and other provisions of the Codified Ordinances relating to either the fixing of salaries of elected officials and/or establishing a procedure for the fixing of said salaries.

(Ord. 362. Passed 3-1-94.)

CITY OF IONIA
Local Officers Compensation Commission
March 27, 2023 Meeting Minutes

CALL TO ORDER: The meeting was called to order at 12:05 PM by City Manager Precia Garland.

ROLL CALL: Roll call revealed Commissioners Andy Barr, Tom Dickinson, Lynn Lafler, and Trevor Tooker present. Absent: Kevin Miller. City staff present included City Manager Precia Garland and Assistant to the City Manager, Jonathan Bowman.

SELECTION OF CHAIRPERSON: It was moved by Tooker, seconded by Lafler to select Tom Dickinson as Chairperson. **MOTION CARRIED.** Commissioner Dickinson assumed the Chair.

APPROVAL OF MINUTES: Minutes of the July 12, 2021 meeting were reviewed. It was moved by Tooker, seconded by Barr to approve the minutes of the July 12, 2021 Commission meeting. **MOTION CARRIED.**

PUBLIC COMMENT: There was no public comment.

REVIEW OF COMPARATIVE INFORMATION: Chairperson Dickinson reviewed with the Commission a report prepared by the City Manager that provided information on the salaries of the elected officials of other, comparable, communities. The communities analyzed were those comparable by population or located in close geographic proximity to the City. A memo was also shared detailing the expanded responsibilities of the City Clerk, due to recent changes in election law and the associated time commitment required to meet that new commitment. Discussion ensued regarding these new responsibilities and the fact that Ionia is the only community of its size in the region, if not the state, which still employs an elected, rather than full-time appointed clerk position.

Chairperson Dickinson also shared with the Commission the current salaries for officials in Ionia:

Mayor: \$1,800 per year (\$150 per month) plus \$100 per regular and special Council meeting attended.

City Council: \$100 per regular and special Council meeting attended.

City Clerk: \$15,000 annually.

COUNCILMEMBER SALARY: It was moved by Lafler, seconded by Barr to increase the salary for Councilmember from \$100 per regular and special City Council meeting attended to \$125 per meeting. MOTION CARRIED.

MAYOR SALARY: It was moved by Lafler, seconded by Barr to increase the current salary for the Mayor from \$150 per month (\$1,800 annually) plus \$100 per regular and special City Council meeting attended to \$175 per month (\$2,100 annually) plus \$125 per meeting. MOTION CARRIED.

CITY CLERK SALARY: It was moved by Tooker, seconded by Lafler to increase the salary for the City Clerk to \$37,500. This increase was based on an assumed workload of 24 hours per week at a compensation rate of \$30 per hour. MOTION CARRIED.

PROCEDURE: Per Chapter 280 – Local Officers Compensation Commission, of the Codified Ordinances of the City of Ionia, specifically 280.08 DETERMINATION OF SALARIES, it states, “The Local Officers Compensation Commission shall have the power to and shall determine the salaries of all elected officials of the City. The determination of said salaries shall become effective thirty days after being filed with the City Clerk, unless rejected by a vote of two-thirds of the City Council. In case of such rejection, the existing salary shall prevail.”

In accordance with this section, City Manager Garland indicated the recent salary determinations made by the LOCC would be communicated to the City Council, and assuming such determination is not rejected by the Council, it will be filed with the City Clerk for implementation/appropriation of funding to be effective with the next fiscal year budget (July 1, 2022 – June 30, 2023.)

ADJOURNMENT: It was moved by Barr, seconded by Tooker to adjourn the meeting at 12:46 PM. MOTION CARRIED.

Respectfully Submitted:

Precia Garland
City Manager/Recording Secretary



**CITY OF IONIA
STAFF REPORT FOR COUNCIL AGENDA ITEM**

Agenda Item:

TO: Local Officers Compensation Commission
FROM: Precia Garland, City Manager
DATE: February 20, 2025
RE: Mayor and City Council Compensation

Background:

It is the responsibility of the Local Officers Compensation Commission (LOCC) to determine the salaries of all local elected officials. The LOCC meets every odd-numbered year to determine salaries for the next two upcoming fiscal years, which run from July 1 to June 30 and include FY2025-26 and FY2026-27.

Since the LOCC's last meeting in 2023, the City Charter of the City of Ionia was amended to change the City Clerk position from one that is elected to one that is appointed. As a result, the LOCC will determine the salaries of the remaining elected officers, which include the mayor and city councilmembers.

At its **2023 meeting**, the LOCC determined the following rates of compensation for the mayor and members of city council:

| Position | Annual Salary | Compensation per attended Regular or Special Council Meeting |
|----------------|---------------|--|
| Mayor | \$2,100 | \$125 per meeting |
| Council Member | \$0 | \$125 per meeting |

At the **2021 meeting**, the rates for mayor and councilmembers were set as follows:

| Position | Annual Salary | Compensation per attended Regular or Special Council Meeting |
|----------------|---------------|--|
| Mayor | \$1,800 | \$100 per meeting |
| Council Member | \$0 | \$100 per meeting |

To assist the LOCC in determining these salaries for the upcoming two fiscal years, a survey of like-sized municipalities was conducted and follows this communication for your review.

- Mayor salaries range from \$0 to \$5,000 per year; payment per meeting ranges from \$0 to \$175 per meeting (one at \$200 per special meeting).
- Councilmember salaries range from \$0 to \$3,500 per year; payment per meeting ranges from \$0 to \$125 per meeting (one at \$200 per special meeting).

Requested Action:

It is requested the LOCC decide salaries to be paid to the City of Ionia mayor and city councilmembers for the fiscal years of 2025-2026 and 2026-2027.

Motion By: _____ Seconded By: _____

| | A | B | C | D | E | F | G | H |
|----|-----|--|-----------------------|-----------------|---|--|-----------------------|---------------------|
| 1 | | (LOCC) Local Officers Compensation Commission - 2025 Survey Results | | | | | | |
| 2 | | | | | | | | |
| 3 | #1 | Name of Community: | <u>Alma</u> | <u>Cadillac</u> | <u>Coldwater</u> | <u>East Grand Rapids</u> | <u>Fenton</u> | <u>Harper Woods</u> |
| 4 | #2 | Population | 9,488 | 10,371 | 13,822 | 11,371 | 12,050 | 15,492 |
| 5 | #3 | # City Councilmembers | 7 | 5 | 9 | 7 | 7 | 7 |
| 6 | #4 | # Regular City Council Mtgs: | 2 | 2 | 2 | 2 | 3 | 2 |
| 7 | #5 | Meeting Time | 6:00 PM | 6:00 PM | 5:30 PM | 6:00 PM | 7:30 PM | 7:00 PM |
| 8 | #6 | Salary/Councilmembers per meeting | \$300/yr. + \$20/mtg. | \$3,500/yr. | \$1,900/yr. | \$1,000/yr. | \$1,270/yr; \$87/mtg. | \$2,600/yr. |
| 9 | #7 | Councilmembers paid/non-attend? | No | N/A | N/A | N/A | No | No |
| 10 | #8 | Mayor/Salary - additional? | \$500/yr. + \$25/mtg. | \$5,000/yr. | \$2,650/yr. | \$2,000/yr. | \$2,020/yr; \$87/mtg. | \$2,900/yr. |
| 11 | #9 | Last time salary adjusted | N/A | 2023 | N/A | 1991 | 2023 | 2023 |
| 12 | #10 | Mayor/Council Salaries set by? | Charter | EOCC | LOCC | Charter | LOCC | LOCC |
| 13 | | | | | | | | |
| 14 | #1 | Name of Community: | <u>Hillsdale</u> | <u>Howell</u> | <u>Ionia</u> | <u>Lowell</u> | <u>Saint Johns</u> | <u>Tecumseh</u> |
| 15 | #2 | Population | 8,036 | 10,068 | 11,394 | 4,142 | 7,698 | 8,680 |
| 16 | #3 | # City Councilmembers | 9 | 7 | 9 | 5 | 5 | 7 |
| 17 | #4 | # Regular City Council Mtgs: | 2 | 2 | 2 | 2 | 1 | 2 |
| 18 | #5 | Meeting Time | 7:00 PM | 7:00 PM | 6:30 PM | 7:00 PM | 6:00 PM | 7:30 PM |
| 19 | #6 | Salary/Councilmembers per meeting | \$1,430/yr | \$55/mtg. | \$125/mtg. (assuming 12 mtgs/yr = \$1,500 annually) | \$60/mtg.(Max of \$2,100); \$200/special mtg. (Max of \$400) | \$1,600/yr; \$50/mtg. | \$125/mtg. |
| 20 | #7 | Councilmembers paid/non-attend? | N/A | No | No | No | No | No |
| 21 | #8 | Mayor/Salary - additional? | \$3,700/yr | \$4,000/yr. | \$175/month (\$2,100/yr) + \$125/mtg | \$70/mtg.(Max of \$2,450); \$200/special mtg. (Max of \$400) | \$2,000/yr; \$50/mtg. | \$175/mtg. |
| 22 | #9 | Last time salary adjusted | N/A | 2023 | 2023 | 2023 | 2023 | 2020 |
| 23 | #10 | Mayor/Council Salaries set by? | LOCC | LOCC | LOCC | LOCC | LOCC | EOCC |