

**Local Officers' Compensation Commission**  
**City Hall**  
**10 N. Division Street, Room 302A**  
**August 23, 2017**  
**2:30 PM**

**Members Present:** Joan Dillman, John Godfrey, Becky Squires, Walt McIlroy, Jeremy Wilson

**Members Absent:** Scott Durham

**Others Present:** Victoria Houser, City Clerk: Jill Steele, City Attorney

**Call to Order:**

Ms. Dillman called the meeting to order at 2:30 PM, recognizing a quorum was present.

**Nomination of Commission Chair**

Ms. Dillman stated the first order of business was to nominate a Chairperson to preside over the meeting.

A motion was made by Becky Squires, supported by John Godfrey, to nominate Joan Dillman as Chair. All yes, none opposed. Motion approved.

**Approval of Minutes:**

Chair Dillman noted the next order of business was to approve the minutes from the last meeting, September 14, 2015. Ms. Dillman asked if there were any additions or deletions. There were none.

A motion was made by John Godfrey, supported by Walt McIlroy, to approve the meeting minutes of September 14, 2015. All yes, none opposed. Motion approved.

**Discussion on City Commission Compensation:**

Chair Dillman asked for discussion regarding the compensation increases for the City Commission.

Ms. Houser noted few municipalities recommended increases in council compensation, stating she included years 2015, 2016 and 2017. Ms. Houser noted some changes were 2 – 3%, noting also one community had a larger increase as council compensation was restored after decreases implemented by an Emergency Manager. Ms. Houser noted Battle Creek Commissioner wages are very comparable when calculating the per resident costs.

Attorney Steele, noting the City of Kalamazoo did not respond, stated she found a news article that included their council compensation was \$7,214 per year, with a 1% increase at the end of 2015.

Ms. Houser noted the responsibilities of the City Commission and City Manager were fairly consistent among the responding municipalities. Ms. Houser noted the Battle Creek Charter and Ordinances provided a more detailed list of City Manager responsibilities than other communities.

Ms. Squires noted the Vice Mayor assumes many additional duties, similar to the Mayor.

Mr. Wilson asked if Battle Creek normally compares duties and compensation with particular municipalities.

Ms. Houser stated comparisons are often made between Jackson, Portage, and Kalamazoo.

Mr. Godfrey stated he considers the size and type of government for municipalities, including Novi, St. Clair Shores and Wyoming.

As to the budget, Ms. Houser informed the Commission that all City departments were required to reduce their 2017/2018 FY Budget by 3%, noting non-represented employees received a 2% COLA increase, while union represented employees received negotiated increases. Ms. Houser noted the adopted budget did not include any potential increases, stating a budget adjustment could be completed to accommodate an increase.

A motion was made by Ms. Squires, supported by Mr. McIlroy, to stay within the budget parameters, that Commission salaries remain at the current rate of \$200 per Commission meeting attended, also keeping the additional rate of \$250 per month to the Mayor and \$75 per month to the Vice Mayor.

Mr. Godfrey stated that while he agrees with the motion because of the budget situation, he would like to note there has not been an increase to Commission compensations for 12 years, recommending staff consider including possible increases in future budget discussions, given the amount of work the Commission is asked to do, they may deserve an increase.

Mr. Wilson expressed his agreement with Mr. Godfrey's comments.

Chair Dillman stated Commissioners used to receive \$25 per meeting, noting there were weekly meetings, in addition to the NPC and committee meetings. Ms. Dillman stated that as employees were only receiving small increases, noting Commissioners are elected to serve their communities, she agreed the compensation should remain flat at this time.

Chair Dillman requested the members vote on the motion to keep the Commission compensation at current levels.

**Ayes: Dillman, McIlroy, Squires, Godfrey, Wilson**

**Nays: None**

**Motion approved**

Ms. Squires requested the Commission be informed the LOCC is concerned and would ask that the staff consider budget discussions that may include an increase in the future.

**Public Comment:** There were none.

**Commission Comment:**

Mr. Godfrey expressed his appreciation to the Commission for changing the odd-year City Commission Election to the even-year General Election cycle, recommending they continue their discussions to change to staggered 4-year Commission terms, expressing concern a total change of the Commissioners would stymie the function of the Commission. Mr. Godfrey stated these changes will keep some continuity on the Commission. Mr. Godfrey suggested the staff and Commission research other issues that may need to be changed in the City Charter and Ordinances be done at the same time.

Ms. Squires, noting she and Mr. Godfrey did attend workshop regarding odd to even years, expressed her understanding the changes to 4-year staggered terms would include changes to the City Charter.

Attorney Steele noted there would be a difference between revising and amending the Charter, stating the staggered terms or a different selection of mayor could be done with an amendment. Attorney Steele stated the Charter would need to be revised if the City was considering the manner in which the municipality was governed. Attorney Steele stated her understanding was that the Commission would wait until after the 2017 election to form a committee to consider changes.

Chair Dillman expressed her appreciation to the City Clerk for the municipal compensation and responsibilities research. Ms. Dillman also thanked the City Commission for completing the change from odd-year to even-year elections and for considering the Local Officers Compensation Commission's recommendation to change to 4-year staggered Commission terms.

**Adjournment:**

Chair Dillman adjourned the meeting at 2:50 PM.