CITY ADMINISTRATOR'S OFFICE MEMO

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To: Mayor and City Council

From: City Administrator, Kim Downs

Date: September 24, 2019

RE: Discussion/Possible Action-Amending Ordinance Chapter 17- Council 17.04 Council Meetings and 17.06 Compensation

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I have been asked to research and consider the potential of amending Ordinance Chapter 17 Council to reflect time spent participating in project/policy committees to allow for compensation as we do for regular and special meetings.

The request was based on the need to rearrange personal work schedules to allow for active participation as a council member. A change in compensation for the council can take effect for all seats at the beginning of the new term(s) following a regular city election (so January 2020).
For this change to be implemented in 2020 we would need to be compliant with State law city council would need to take action in October. State Law Section 372.13(8) prohibits city councils from making changes to compensation during the months of November and December in an election year.

For budgeting purposes, I have created a spreadsheet to estimate cost if we were to allow for committee member compensation.

If council is agreeable to amending Chapter 17-Council we would want to set a public hearing date of October 16 at 5:30 PM for its consideration. The amendment would be as follows:

17.04 COUNCIL MEETINGS.

Procedures for giving notice of meetings of the Council and other provisions regarding the conduct of Council meetings are contained in Section 5.06 of this Code of Ordinances. Additional particulars relating to Council meetings are the following:

1. Regular Meetings. The time and place of the regular meetings of the Council shall be fixed by resolution of the Council.
2. Special Meetings. Special meetings shall be held upon call of the Mayor or upon the request of a majority of the members of the Council.

(Code of Iowa, Sec. 372.13[5])

3. Committee meetings. Committee meetings consist of a council member(s) to perform some service or function, as to report on, or make recommendation upon various matters in relation to projects or setting policies. Committee participation would be limited to two council members not creating a quorum.

~~3~~4. Quorum. A majority of all Council members is a quorum.
(Code of Iowa, Sec. 372.13[1])

~~4~~5. Rules of Procedure. The Council shall determine its own rules and maintain records of its proceedings.
(Code of Iowa, Sec. 372.13[5])

~~5~~6. Compelling Attendance. Any three members of the Council can compel the attendance of the absent members at any regular, adjourned, or duly called meeting, by serving a written notice upon the absent members to attend at once.

17.05 APPOINTMENTS.

The Council shall appoint the following officials and prescribe their powers, duties, compensation, and term of office:

1. City Clerk
2. City Administrator

17.06 COMPENSATION.

The salary of each Council member is $50.00 for each regular, ~~or~~ special meeting of the Council or committee meeting. Each Council person shall accrue the equivalent of two meetings per year as vacation time.
(Code of Iowa, Sec. 372.13[8])

Kim

Committee Meetings (only) estimate of annual compensation

Tower Terrace Road Project	Robins Road Corridor Study	Park Master Plan	Compensation	Investment
Dick	Steve	Rob	Rob	Steve
X	X	X	X	X
X	X	X	X	X
X	X			X
	X			
Denny	X			
X	Aime	Aime	Dick	Dick
X	X	X	X	X
X	X	X	X	X
	X	X		X
	X			
	X			

Dick	$ 400.00
Denny	$ 150.00
Steve	$ 400.00
Aime	$ 400.00
Rob	$ 200.00
	$ 1,550.00

DRAFT