



## Commission on Council Salaries

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**City Hall, Council Conference Room, 211 W Aspen Avenue  
September 14, 2022 – 5:30 p.m.**

### MINUTES

- I. Call to Order 5:30 pm
- II. Roll Call

Alex Martinez	X Jim Wine
Allison Eckert	X Kyle Nitschke
Ben Ruddell	X McKenzie Jones
X Brandon Cruickshank	X Ryan Martin
X Ellen Jimenez	
- III. Recommended Protocol for Members and Other Participants in the Virtual Meeting

All individuals who are attending virtually should have their microphones on mute to keep the background noise out of the meeting room. If you would like to speak, please indicate this by raising your hand or making a comment in the chat.
- IV. Public Participation

The Commission cannot act upon items presented during the Public Participation portion of the agenda. Individual Commission members may ask questions of the public but are prohibited by the Open Meeting Law from discussion or considering the item among themselves until the item is officially placed on the agenda. Each public comment or presentation will be limited to five (5) minutes.
- V. Discussion Items
  - A. Selection of Chair and Vice Chair
    1. Discussed role of Chair and Vice Chair
    2. Ryan Martin offered to be Chair
    3. McKenzie Jones offered to be Vice Chair
  - B. Review City Code on Council Salaries (handout)
    1. Specifies Mayor and Council current salaries
    2. Salary may not increase or decrease during their term in office
    3. Established a process to review salaries through a Citizen Commission
    4. Explains who may be a member of the Citizen Commission
    5. The Human Resources Director or designee will attend meeting and provide staff support; Shannon Anderson will be the designee since the City does not currently have a Human Resources Director
    6. The Commission meetings are open to the public
    7. Commission shall hold a public meeting to obtain public comment prior to finalization of recommendation
    8. Commission shall forward their final recommendation to City Council
    9. City Council shall immediately consider the Commission's recommendation
    10. There is additional information about compensation for routine travel and meal expenses (Item E)
    11. There was a question on where new Council members are placed in the state retirement system. The answer is the Arizona State Retirement System.
  - C. Review Council Example of Work (handout)
    1. When Council requested a review of their salaries, they suggested providing a document that explains what Council does so everyone is working from the same understanding
    2. This information is from City Charter and City Code and other duties they do on a regular basis

3. The first section applies to all members including the Mayor, then there are additional layers on top of this for the Vice Mayor and the Mayor
4. There was a question about how often Council members attend budget retreats. The answer was four times per year and the adoption happens during a regular Council meeting in June/July.
5. There was a question about whether Council has to travel to partner agency meetings. The answer was yes, even though there are more virtual options available.
6. There was a question about whether the Vice Mayor makes the same amount as other Council members. The answer was yes, the Vice Mayor is paid the same as the other Council members.
7. There was a question about how many hours Council member's work. The answer was I do not have this data at this time, but they say it is a full-time job.

#### D. Benchmark Data on Council Salaries

1. There is not separate benchmark data for Vice Mayor
2. Provided the current salary for Mayor \$38,500 with \$250 allowance or vehicle + \$150 allowance
3. Provided the average salary that has been cost of living adjusted for Mayor \$34,769
4. Provided the high salary from report and cost of living adjusted for Mayor \$88,000/\$80,939 (Phoenix)
5. Provided the low salary from report and cost of living adjusted for Mayor \$8,400/\$8,643 (Sedona)
6. Provided the current salary for Council \$25,500 with \$166 allowance
7. Provided the average salary that has been cost of living adjusted for Council \$20,908
8. Provided the high salary from report and cost of living adjusted for Council \$61,600/\$56,657 (Phoenix)
9. Provided the low salary from report and cost of living adjusted for Council \$6,000/\$6,174 (Sedona/Prescott)
10. There was a question about whether there is a correlation between population and salaries. The answer to the question was yes there is a correlation. Explained the data comes from the League of Arizona and they provide population along with salary information.
11. There was a question about Sedona and how they compare to other cities. The benchmark data was brought up on the screen and walked through the data points with the Commission members.
12. There was a request to pull County Board of Supervisor benchmark data. The data will be kept separate since County is a different form of government.
13. There was a request to add the population of each.
14. There was a question about whether CPI is considered when setting Council salaries. The answer was this information was of interest to the last Commission on Council Salaries. There was an increase of 8.3% between August 2021 and 2022.
15. There was a question asked about similarity between Cities based on budget. The League of Arizona survey was reviewed to see if budget is available in the report. The annual budget information will be added to the benchmarks.
16. Commission members discussed do we want a full-time Mayor, or do we want people from the community who work in other capacities in addition to their service as an elected official. Difficulty in finding employment that would be complimentary to the requirements of an elected official. It is worth having a discussion about expectations at the next meeting. Also, requested adding to the agenda tying salaries to the local minimum wage.
17. Discussion about Council members petitioning legislature and traveling to partner meetings and is the allowance sufficient for what we expect Council members to attend. There was a question about if the stipend includes all travel like to DC. The answer was the DC travel is budgeted on top of the stipend through the budget process. The Council budget amounts will be provided during the next meeting.
18. Discussion about whether we do a survey to collect public input. Suggestion to invite the public to come and comment during public participation at the Commission meeting.
19. Commissioner is interested in learning what is the cost of living or living wage in Flagstaff.

#### E. Date of Next Meeting

1. Provided meeting times that worked for most who participated in the doddle poll – September 28<sup>th</sup> at 5:30 pm, October 10<sup>th</sup> at 4:30 or 5:30 pm and October 12<sup>th</sup> at 5:30 pm
2. Explained I crossed October 5<sup>th</sup> off because there may be a potential town hall for the noise study so I would be unable to join the Commission on that date

3. Shared Commissioner also asked if morning meetings would be possible so provided the following dates for consideration - Sep 20<sup>th</sup>, Sep 21<sup>st</sup>, Sep 26<sup>th</sup>, Sep 28<sup>th</sup>, Sep 30<sup>th</sup>, Oct 7<sup>th</sup>, Oct 11<sup>th</sup>, Oct 12<sup>th</sup>, Oct 14<sup>th</sup> all at 8:00 am
4. Selected September 28<sup>th</sup> and October 12<sup>th</sup> at 8:00 am for the next two meetings
5. We will check in at the end of each meeting to see if we need to schedule additional meetings

VI. Agenda Items for Future Meeting(s)

1. Items for next meeting identified during discussion items A-E

VII. Adjournment 6:18 pm



For Special Accommodations, please notify Stacy Fobar in the City Clerk's Office at (928) 213-2077 or (928) 774-5281 (TDD) at least three business days prior to the scheduled meeting time.

**CERTIFICATION OF POSTING OF NOTICE**

The undersigned hereby certifies that a copy of the foregoing notice was duly posted at Flagstaff City Hall on September 13, 2022, at 3:30 pm in accordance with the statement filed by the Commission on Council Salaries with the City Clerk.

Dated this 13<sup>th</sup> day of September. *S. Anderson*