



Agenda

COUNCIL COMPENSATION COMMITTEE

Tuesday, January 7, 2020

5:30 p.m.

REGULAR MEETING

**Council Hearing Room
990 Palm Street
San Luis Obispo, CA**

CALL TO ORDER: Chair Dan Rivoire

ROLL CALL: Committee Members Audrey Bigelow, Garrett Otto, Cal Stevens, Jenn Stubbs, Ron Yukelson, Vice Chair Kim Bisheff and Chair Dan Rivoire

PUBLIC COMMENT: At this time, people may address the Committee about items not on the agenda. Persons wishing to speak should come forward and state their name and address. Comments are limited to three minutes per person. Items raised at this time are generally referred to staff and, if action by the Committee is necessary, may be scheduled for a future meeting.

CONSIDERATION OF MINUTES

1. Minutes of the Council Compensation Committee of December 10, 2019

BUSINESS ITEMS

2. **PLANNING AND ARCHITECTURAL REVIEW COMMISSIONS 2019 MEETING SUMMARY AND BACKGROUND INFORMATION**

Receive a report and review total number and length of meetings for both Planning and Architectural Review Commissions for 2019 and other background information.

3. **OPEN CITY HALL SURVEY RESULTS**

Receive and file a report on the survey results.

4. DISCUSSION OF RECOMMENDATIONS FOR CITY COUNCIL AND ADVISORY BODY COMPENSATION

Discussion and consideration of forming a recommendation regarding City Council and Advisory Body compensation for City Council consideration at its February 4, 2020 meeting.

ADJOURNMENT



The City of San Luis Obispo wishes to make all of its public meetings accessible to the public. Upon request, this agenda will be made available in appropriate alternative formats to persons with disabilities. Any person with a disability who requires a modification or accommodation in order to participate in a meeting should direct such request to the City Clerk's Office at (805) 781-7100 at least 48 hours before the meeting, if possible. Telecommunications Device for the Deaf (805) 781-7107.

Meeting audio recordings can be found at the following web address:

<http://opengov.slocity.org/weblink/1/foi/61028/Row1.aspx>



COUNCIL COMPENSATION COMMITTEE

Minutes - DRAFT

Tuesday, December 10, 2019
Regular Meeting of the Council Compensation Committee

CALL TO ORDER

A Regular Meeting of the San Luis Obispo Council Compensation Committee was called to order on, Tuesday, December 10, 2019 at 5:30 p.m. in the Council Hearing Room, located at 990 Palm Street, San Luis Obispo, California, by Chair Rivoire.

ROLL CALL

Present: Committee Members Audrey Bigelow, Kim Bisheff, Garrett Otto, Dan Rivoire, Jenn Stubbs, and Ron Yukelson

Absent: Committee Member Cal Stevens

Staff: Greg Hermann Deputy City Manager, Monica Irons, Human Resources Director, Brittani Roltgen, Human Resources Analyst and Teresa Purrington, City Clerk

PUBLIC COMMENT ITEMS NOT ON THE AGENDA

None

--End of Public Comment--

CONSIDERATION OF MINUTES

1. Minutes of the Council Compensation Committee of October 29, 2019

Public Comment

None.

--End of Public Comment--

ACTION: UPON MOTION BY MEMBER OTTO, SECONDED BY MEMBER Yukelson, CARRIED 6-0-1 (Member Stevens absent) to approve the Minutes of October 29, 2019 as amended

2. City Budget and Fiscal Health Response Plan Overview

Natalie Harnett, Principal Budget Analyst provided a PowerPoint presentation and responded to questions.

Public Comment

None

--End of Public Comment--

ACTION: Receive and file no action taken.

3. City Council Job Description and Current Workload Analysis

Greg Hermann, Deputy City Manager, and Teresa Purrington, City Clerk provided a PowerPoint presentation and responded to questions.

Public Comment

None

--End of Public Comment--

ACTION: Receive and file no action taken.

4. Revised Comparison Cities Data and City Council Retirement Scenario

Brittani Roltgren, Human Resources Analyst provided a PowerPoint presentation and responded to Commissioner inquiries.

Public Comment

None

--End of Public Comment--

ACTION: Receive and file no action taken.

5. Public Engagement Discussion

Greg Hermann Deputy City Manager provided a PowerPoint presentation and responded to Commissioner inquiries.

Public Comment

None

--End of Public Comment--

Member Bisheff left the meeting at 6:39 PM

ACTION: By Consensus the Committee requested staff to put a survey up on Open City Hall with the following questions:

Would you consider, or have you considered running for City Council?

How could compensation for the position affect your decision to run for City Council?

6. Committee Workplan Discussion

Chair Rivoire led the discussion regarding next steps for the workplan.

ACTION: By consensus the following three dates were provided as possible dates for the next meeting listed in order of preference. City Clerk was directed to poll missing Members to see which date works for everyone.

- **January 7**
- **January 6**
- **January 15**

ADJOURNMENT

The meeting was adjourned at 7:15 p.m. The next Council Compensation Committee meeting is scheduled for January 7, 2020 at 5:30 p.m., in the Council Hearing Room, 990 Palm Street, San Luis Obispo, California.



Council Compensation Committee

Agenda Report

Meeting Date: January 7, 2020
Item Number: 2

FROM: Greg Hermann, Deputy City Manager
Prepared By: Teresa Purrington, City Clerk

SUBJECT: PLANNING AND ARCHITECTURAL REVIEW COMMISSIONS 2019
MEETING SUMMARY AND BACKGROUND INFORMATION

RECOMMENDATION

Receive a report and review total number and length of meetings for both Planning and Architectural Review Commissions for 2019 and other background information.

DISCUSSION

Background

History of Planning Commission (PC) and Architectural Review Commission (ARC) Stipends

- 2001** - Planning Commissioners and Architectural Review Commissioners stipend amounts both were increased from \$25.00 to \$50.00 per meeting. Prior to this review they had not been reviewed since 1990.
- 2002** – No compensation review completed.
- 2004** – No increase recommended.
- 2006** - No increase recommended.
- 2008** - Planning Commissioners and Architectural Review Commissioners maintain current stipend.
- 2010** - No compensation review completed.
- 2012** – No compensation review completed.
- 2014** - Planning Commissioners and Architectural Review Commissioners stipend increased from \$50 to \$60 per meeting not to exceed \$240 per month.
- 2016** – No compensation review completed.
- 2018** - Planning Commissioners and Architectural Review Commissioners stipend increased from \$60 to \$70 per meeting not to exceed \$280 per month.

2019 Meeting Summary

Provided for your review are calculation charts to show meeting dates and lengths for 2019 PC and ARC meetings. Meeting dates are provided to show frequency; meeting start, and adjournment times are provided to show length of meetings; and calculations of total meeting times are included for both Planning and Architectural Review Commissioners. (Attachment A) For reference, Advisory Body appointments carry four-year terms which run April through mid-March.

A total of 15 PC meetings were held during this time frame. Average meeting time is 2:00 hours. A total of 15 ARC meetings were held during the same time frame with an average meeting length of 2:25 hours.

Membership and Purpose

As provided in the City's Advisory Body Handbook, the following is stated regarding Membership and Purpose for these Advisory Bodies.

Architectural Review Commission

MEMBERSHIP

The Architectural Review Commission (ARC) has seven members. Members must be residents and registered voters of the City. The only special qualifications for membership are a proven interest in the City's physical environment and the ability to make positive and fair aesthetic evaluations.

PURPOSE

The ARC shall review and approve plans for all structures and physical improvements, and for any relocation, addition, extension, or exterior change to existing buildings, structures and physical improvements, as set forth in Section [2.48.050](#) of the San Luis Obispo Municipal Code. Approval by the ARC must be obtained before a building permit or other city permit may be issued authorizing construction, alteration, relocation, addition, or extension.

Planning Commission

MEMBERSHIP

The Planning Commission (PC) has seven members who are not necessarily planning professionals. Members must be residents and registered voters of the City. No special training is required for appointment. Members occasionally may be requested to attend seminars and workshops to enhance skills in planning.

PURPOSE

The Planning Commission's basic responsibility is to make recommendations to the City Council for the City's development, as set forth in San Luis Obispo Municipal Code §2.12.040. To carry out this responsibility the commission will:

1. Prepare and recommend a general plan and appropriate attachments;
2. Prepare and recommend appropriate specific plans;
3. Review the City's capital improvement program annually;
4. Perform authorized duties related to development review;
5. Perform such other duties required by the Council or by State or City laws.

ATTACHMENT

- a. Planning Commission and Architectural Review Commission Meeting Summary

Planning Commission

Meet Date	Number of Items	Duration of Meeting
1/9/2019	Cancelled	Cancelled
1/23/2019	Cancelled	Cancelled
2/13/2019	2	2:23
2/27/2019	1	1:04
3/13/2019	2	0:37
3/27/2013	Cancelled	Cancelled
4/10/2019	3	3:11
4/24/2019	1	2:09
5/8/2019	1	2:15
5/22/2019	2	1:16
6/12/2019	Cancelled	Cancelled
6/26/2019	2	1:10
7/10/2019	3	2:39
7/24/2019	2	2:24
8/14/2019	Cancelled	Cancelled
8/28/2019	Cancelled	Cancelled
9/11/2019	Cancelled	Cancelled
9/25/2019	4	2:25
10/9/2019	2	1:10
10/23/2019	3	3:40
11/6/2019	1	2:05
11/13/2019	4	2:08
11/27/2019	Cancelled	Cancelled
12/11/2019	Cancelled	Cancelled
12/25/2019	Cancelled	Cancelled

Architecture Review Commission

Meet Date	Number of Items	Duration of Meeting
1/7/2019	Cancelled	Cancelled
1/14/2019	Cancelled	Cancelled
1/21/2019	Cancelled	Cancelled
2/4/2019	2	1:36
2/11/2019	Cancelled	Cancelled
2/18/2019	Cancelled	Cancelled
3/4/2019	Cancelled	Cancelled
3/18/2019	2	2:03
4/1/2019	4	3:01
4/15/2019	Cancelled	Cancelled
5/6/2019	4	3:54
5/20/2019	1	0:41
6/3/2019	3	2:03
6/17/2019	2	1:44
7/1/2019	Cancelled	Cancelled
7/15/2019	Cancelled	Cancelled
8/5/2019	Cancelled	Cancelled
8/19/2019	2	2:08
9/9/2019	4	3:49
9/16/2019	3	3:14
10/7/2019	5	2:35
10/21/2019	4	3:04
11/4/2019	4	1:09
11/18/2019	2	1:26
12/2/2019	3	2:29



Council Compensation Committee

Agenda Report

Meeting Date: January 7, 2020
Item Number: 3

FROM: Greg Hermann, Deputy City Manager
Prepared By: Teresa Purrington, City Clerk

SUBJECT: OPEN CITY HALL SURVEY RESULTS

RECOMMENDATION

Receive and file a report on the survey results.

DISCUSSION

As requested at the December 10, 2019 Council Compensation Committee meeting, City staff posted an online survey on Open City Hall with the following questions:

Would you consider, or have you considered running for City Council?

How could compensation for the position affect your decision to run for City Council?

The survey was posted on December 16, 2019 and will be active until January 6, 2020. As of the publication of this report (January 2, 2020), there have been 72 responses submitted. Responses can be viewed by the public at www.slocity.org/opencityhall. Staff will provide a complete summary of all the responses received by the deadline in advance of the January 7, 2020 meeting.

It should be noted that this was an opt in survey and the results are not statistically significant or necessarily representative of the community as a whole. The feedback should be considered



Council Compensation Committee

Agenda Report

Meeting Date: January 7, 2020
Item Number: 4

FROM: Greg Hermann, Deputy City Manager
Prepared By: Teresa Purrington, City Clerk

SUBJECT: DISCUSSION OF RECOMMENDATIONS FOR CITY COUNCIL AND ADVISORY BODY COMPENSATION

RECOMMENDATION

Discussion and consideration of forming a recommendation regarding City Council and Advisory Body compensation for City Council consideration at its February 4, 2020 meeting.

DISCUSSION

To assist with the process of developing a recommendation to the City Council, staff has prepared the attached decision chart which also lists the current compensation and benefits (Attachment A). The Committee may use this chart or other means to develop a recommendation.

Background on City Council Salary

As a Charter City there are not any State or Federal Codes which limit the amount of an increase that could be recommended. Below is an excerpt from the City Charter regarding City Council Compensation.

“Section 410. Compensation.

The Mayor and each Council Member shall receive compensation for services payable according to the regular City payroll schedule, with the Mayor receiving greater compensation than the other Council Members.

Compensation for Mayor and Council Members shall be reviewed biennially in even-numbered years. When warranted, said compensation may be adjusted by Council resolution, to be effective the first full pay period in January of the year following the review. The compensation rate may be revised by the electorate by initiative.

Mayor and Council Member expenses incurred for official business shall be reimbursed.”

Provided for reference only, Government Code section 36516.5 (which applies to General Law cities) authorizes an increase in Council salaries in an amount not to exceed 5% for each calendar year from the operative date of the last adjustment. Using this formula, the maximum increase could be 10% of the current compensation (Mayor \$1725 x 10%=\$1897.50 and Council \$1224 x

10%=\$1346.40). This information is provided only as a reference and does not limit the amount of increase that could be recommended.

There are no applicable codes or guidance for stipends for advisory body members.

ATTACHMENT

A. Decision Chart

Attachment A

City Council	Yes	No
1. Do you want to make recommend any changes to Council salary or benefits?		
2. Do you want to make changes to compensation? Mayor - \$1725 currently Council Member \$1224 currently		
a. If so, how much?		
3. Do you want to make changes to any benefits?		
b. If so, which ones		
i. Mileage Mayor - \$150 per month currently Council - \$100 per month currently		
ii. Reimbursement for City Business Mayor - \$3200 per year currently Council - \$2700 per year currently		
iii. \$50/month home internet and data plan City cell phone provided currently		
4. Retirement (applicable to future Council Members only)		
5. Cafeteria Plan Monthly Contribution		
6. Life Insurance		
Planning Commission/Architectural Review Commission	Yes	No
1. Do you want to make recommend changes to stipend?		
a. Currently \$70 per meeting not to exceed \$280 per month		