



# CITY OF LAKE FOREST PARK

## CITY COUNCIL

### AGENDA COVER SHEET

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|-------------------------------|---|
| <b>Meeting Date</b>           | March 28, 2024  |
| <b>Originating Department</b> | Salary Commission   |
| <b>Contact Person</b>         | Chair Michael Troyer  |
| <b>Title</b>                  | Request for an extension of the salary commission report deadline |

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#### Legislative History

- First Presentation March 28, 2024 Regular Meeting
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#### Attachments:

1. Letter from Chair Michael Troyer requesting the extension
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#### Executive Summary

The City Council appointed the members of the Salary Commission on February 8, 2024. They are required to determine the salaries and benefits of the Mayor and City Council 60 days after appointment. The Salary Commission is requesting an extension of this deadline to May 31, 2024 to complete its work.

#### Background

The Salary Commission was appointed on February 8, 2024. To comply with LFPMC 2.30.030, the report on the salaries and benefits paid to the Mayor and City Council would have to be completed by April 8, 2024. The Commission was not able to meet until March 11. At its March 11 meeting, the Commission requested an extension in order to complete its work on the salary review and determination. The Commission is seeking an extension until May 31, 2024, to complete all of its work.

Lake Forest Park Municipal Code (LFPMC) 2.30.030A. provides "...The salary commission shall convene and determine the salaries and benefits paid to the mayor and the city council within 60 days of confirmation by the city council. The 60-day review and determination time may be extended upon request of the salary commission and approval by the city council."

The Council has the authority to grant an extension of the deadline.

#### Fiscal & Policy Implications

There are no known policy or fiscal implications. The need for extensions is contemplated in the LFPMC.

**Alternatives**

| <i>Options</i>   | <i>Results</i>  |
|--|---|
| <ul style="list-style-type: none"><li>• Approve the Extension</li></ul>    | The Salary Commission will be able to complete its work by May 31                 |
| <ul style="list-style-type: none"><li>• Disapprove the Extension</li></ul> | The Salary Commission will be unable to complete its work by the 60-day deadline. |

**Staff Recommendation**

Approve by motion the requested extension for the Salary Commission to complete its report by May 31, 2024.