



CITY OF  
**LONG LAKE**

## **City Council Agenda Report**

### **City of Long Lake**

450 Virginia Avenue, PO Box 606

Long Lake, MN 55356

**MEETING DATE / January 21, 2025**

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**SUBJECT:** Discuss Draft of Ordinance Amending City Code Chapter 2 – Administration to Establish City Council Salaries and Include Council Guidelines

**Prepared By:** Jeanette Moeller, City Clerk

**Report Date:** 1/16/2025

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### **Recommended City Council Action**

Staff recommends the following:

No formal action is requested at this time. Staff is requesting the Council discuss the draft ordinance and provide feedback to guide development of a final draft for review at an upcoming meeting.

### **Overview / Background**

At the December 17, 2024 budget work session, the City Council and Administrator discussed the feasibility of increasing Mayor and Council salaries for the 2025 budget year.

Per Minn. Stat. 415.11, a change to increase Council salaries may be enacted by ordinance, but no change in salary may take effect until after the following municipal election. An ordinance adopting a change to the Council's salary structure would have had to have been adopted prior to the November 5, 2024 municipal election in order for new wages to be effective beginning January 2025.

To assure that a planned increase for Mayor and Council member salaries may take effect at the earliest opportunity beginning January 2027 (following the next regular municipal election in November 2026), staff has prepared the attached rough draft of an ordinance amending City Code to adopt the Council's current salary structure, a new salary structure effective January 2027, and a schedule for bi-annual salary increases to continue following future municipal elections. Additionally, the working draft includes some general high-level Council operating guidelines that are not currently documented in City Code.

Staff is presenting this draft ordinance with the intent to welcome Council feedback that will guide the development of a final draft document to be submitted for review by the City Attorney. Notice of a public hearing would be published in advance of staff placing the final ordinance on a Council agenda for formal action.

### **Supporting Information**

- Minn. Stat. 415.11
- Draft Ordinance No. 2025-01
- Social Security Administration Cost-of-Living Adjustment (COLA) History
- Summary of Annual Mayor Wages exhibit