



MINUTES
Elected Officers Compensation Commission
Thursday, March 12, 2026 @ 12:00 p.m.
City Council Conference Room

Commission Chairperson Melot called the meeting to order at 12:02 p.m.

ROLL CALL

Commissioner Member Liisa Speaker-excused
Commissioner Member Derek Melot
Commissioner Member Ben Kohrman- excused
Commissioner Member Jeff McAlvey
Commissioner Member Holli Seabury
Commissioner Member Steve Young
Commissioner Member Caitlin O'Rourke

OTHERS PRESENT

Sherrie Boak, Council Staff
Greg Venker, OCA
Elizabeth O'Leary, HR Director
Chris Swope, City Clerk

Excused Absences

MOTION BY MCALVEY SUPPORTED BY O'ROURKE TO EXCUSE MEMBERS KOHRMAN AND SPEAKER. MOTION CARRIED 5-0.

Approval of Agenda

MOTION BY YOUNG SUPPORTED BY MCALVEY TO APPROVE THE AGENDA. MOTION CARRIED 5-0.

Communications

Chair Melot distributed a memo for discussion further on proposals for compensation.

Business Section

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MOTION BY MCALVEY SUPPORTED BY SEABURY TO APPROVE THE MINUTES FROM FEBRUARY 16, 2026, AS PRESENTED. MOTION CARRIED 5-0.

Reports, Presentation, Commission Questions and Discussions

Presentation- City Clerk

Mr. Swope acknowledged the Commission and spoke briefly on the role of the City Clerk, elections, voter registration, polling locations, training of election workers, and election administration. In addition to this portion of the department and roles, Mr. Swope spoke on public facing services for business licenses, marijuana licenses which bring in funds based on State excise tax, and passports. The Commission had no specific questions at this time.

Past Recommendations

No discussions.

City Top 5 Paid Directors/Executive Management

No discussions.

Collective Bargaining Agreement List

No discussions.

Strong Mayor Comparisons

No discussions.

Inflation Consideration Details

No discussions.

The newest member was asked if she had any specific questions, and Member O'Rourke stated all the information she was provided before the meeting today was well laid out and justified.

Old Business

Elected Officers Compensation Commission Rules of Administrative Procedure Updates

Member Melot referred to the document drafted by the City Attorney. Mr. Venker stated this is to clean up some typographical errors, references, and to clarify how leave can be granted for members, and lastly taking out the changes to procedures had to be mailed, they can be emailed or electronic. Anyone in attendance can see the changes and discuss and take action.

MOTION BY YOUNG, SUPPORTED BY O'ROURKE TO APPROVE THE UPDATED ELECTED OFFICERS COMPENSATION COMMISSION RULES OF ADMINISTRATIVE PROCEDURES. MOTION CARRIED 5-0.

New Business

Chair Melot recapped his presentation to Committee of the Whole on Monday, March 9, 2026. He stated that most questions were on procedural in nature, and he felt everything went well.

Chair Melot referred to the earlier distributed document on proposals for compensation to begin the discussion. This falls with 3.5% for all Council and 5% for Clerk and Mayor. The document provided reasoning for each.

ACTION - Elected Officials Summary of Fringe Benefits

The Commission reviewed the document. There was a discussion on the only changes which were under *Parking/Transportation*. Ms. Boak noted that the language under Clerk and Mayor is the language that was recently adopted in Council Rules, since *Parking/Transportation* under City Council specifically refers back to their Council Rules. Mr. Venker reviewed the two sections and asked for clarification on the differences. After discussion by the Commission the consensus was to make changes under *Parking/Transportation* in each section (I. For the Mayor and City Clerk Only; II. For City Councilmembers) "there shall be dedicated parking spaces at David C. Hollister Lansing City Hall, for Councilmembers, Mayor and Clerk."

MOTION BY MCALVEY SUPPORTED BY YOUNG TO APPROVE THE ELECTED OFFICIALS' SUMMARY OF FRINGE BENEFITS WITH THE AMENDMENTS ON PARKING/TRANSPORTATION TO STATED THERE SHALL BE DEDICATED SPACES. ROLL CALL VOTE, MOTION CARRIED 5-0.

ACTION - Recommendation Letters

Member McAlvey asked Chair Melot if he thought these proposed amounts would pass, and Chair Melot stated with historical experience they propose three recommendations, and the explanation on action and rejection.

Ms. Boak asked for clarification on expectation to go to January 1, 2026 and January 1, 2027, and Chair Melot confirmed.

The Commission discussed the proposal for the mayor and addressed inflation. Chair Melot noted all numbers proposed against inflation from 1991.

The Commission discussed the Clerk responsibilities and validated the proposed increases.

The Commission spoke about future proposed percentage increases for the Clerk and Mayor.

MOTION BY MCALVEY, SUPPORTED BY SEABURY FOR THE RECOMMENDATION LETTERS TO REFLECT THE CURRENT SALARY AMOUNT FOR THE ELECTED OFFICIALS WITH 3.5% FOR 2026, RETRO ACTIVE TO 1/1/2026 AND EFFECTIVE 1/1/2027 FOR COUNCIL MEMBERS AND WITH 5%, RETRO ACTIVE TO 1/1/2026 AND EFFECTIVE 1/1/2027 FOR THE CLERK AND MAYOR.

Chair Melot asked Mr. Venker to check the math, and the consensus of the Commission was to propose the percentage for the 2 years, not the actual numbers in the recommendation letter.

The commission spoke again about what the next session would do to propose increases to address inflation.

Mr. Venker asked to clarify that the recommendation letter be the current salary amount with a percentage increase noted.

ROLL CALL VOTE 5-0.

Commission Member Comments

No comments at this time.

Items Under Suspension of Rules

No discussion.

Public Comment

No public comment at this time.

Chair Melot adjourned the meeting at 12:37 p.m.

Respectively submitted by:

Sherrie Boak, City Council Office Manager

Approved as presented on March 16, 2026