AGENDA
Elected Officers Compensation Commission
Tuesday, February 9, 2021 @ 12:00 p.m.

Access the meeting via https://us02web.zoom.us/j/86378011727; ID 863 7801 1727; Dial In: (312) 626 6799
email comments prior to the meeting to sherrie.boak@lansingmi.gov
All Members will participate virtually, you may contact them prior at 483-4177

Cassie Alley, Member
Gillian Dawson, Member
Brian Huggler, Member
Jeff McAlvey, Member
Derek Melot, Member
Liisa Speaker, Member

1) Call to Order

2) Roll Call

3) Business
    a. Election of Officers for 2021
    b. Determining the 2021 Meeting Schedule
    c. Reports, Communications, Presentations, Commission Questions and Discussion
    d. Old Business
    e. New Business

4) Other

5) Excused Absences

6) Commission Member Comments

7) Public Comment

8) Adjourn

To mitigate the spread of COVID-19 and to provide essential protections to vulnerable Michiganders and this State's health care system and other critical infrastructure, it is crucial that all Michiganders take steps to-limit in-person contact, particularly in the context of large groups. Therefore, the above meetings will be conducted via audio/video conference.

The meetings are being held virtually in accordance with the Open Meetings Act, as amended in an effort to protect the health and safety of the public. Members of the public wishing to participate in the meeting may do so by logging into or calling into the meetings using the website or phone number above, and meeting ID provided. To provide input or ask questions on any item that is listed on the agenda, members of the public may contact the email address listed above under the meeting link.

Persons with disabilities who need an accommodation to fully participate in these meetings should contact the City Council Office at 517-483-4177 (TTY 711) 24 hour notice may be needed for certain accommodations. An attempt will be made to grant all reasonable accommodation requests.

CHAPTER 280. - ELECTED OFFICERS COMPENSATION COMMISSION

Cross reference— Compensation of officers and employees - see CHTR. Secs. 2-104, 9-102; Elections generally - see CHTR. Art. II, Ch. 2; Election Commission - see CHTR. Sec. 2-205; ADM. Ch. 282; Elections under the City Charter - see CHTR. Secs. 9-302, 9-401, 9-402; Compensation of judges - see ADM. 210.01(Rule 48); Compensation of Housing Commission members - see ADM. 260.02; Compensation of Senior Citizens Advisory Board members - see ADM. 278.04; Compensation of Waterfront Development Board members -see ADM. 264.03; Compensation of Board of Trustees of Employees' Retirement System - see ADM. 292.09.

280.01. - Establishment; powers and duties.

Pursuant to M.C.L.A. 117.5c, as amended, there is hereby established an Elected Officers Compensation Commission in and for the City. The Commission shall determine the salaries of all elected officials, and such determinations shall be controlling, unless Council, by resolution adopted by two-thirds of the members, rejects them. The determinations of the Commission shall be effective 30 days following their filing with the City Clerk, unless rejected by Council. In case of rejection, the existing salary shall prevail. Any expense allowance or reimbursement paid to elected officials in addition to salary shall be for expenses incurred in the course of City business and accounted for to the City.

(Ord. No. 319, 6-18-73)

280.02. - Membership; terms; vacancies.

The Elected Officers Compensation Commission shall consist of seven members who are registered electors of the City and who shall be appointed by the Mayor, subject to confirmation by a majority of the members elected and serving in Council. The terms of office of the members shall be seven years. Members shall be appointed before October 1 of the year of appointment and shall serve until October 1 of the year in which their terms expire or until their successors qualify for office. Vacancies shall be filled for the remainder of the unexpired term. No member or employee of the legislative, judicial or executive branch of any level of government or members of the immediate family of such member or employee shall be eligible to be a member of the Commission.

(Ord. No. 319, 6-18-73)

280.03. - Meetings; chairperson; compensation.

The Elected Officers Compensation Commission shall meet for not more than 15 session days in each odd-numbered year and shall make its determination within 45 calendar days after its first meeting. Council shall designate, by resolution, the date, time and location for the first meeting, thereby officially calling the

Commission together for the carrying out of its official duties. Commencing in 1981, the Commission shall meet prior to March 1. The City Clerk shall notify the members of the Commission in writing concerning the designated date, time and location, at least seven calendar days in advance. A majority of the members of the Commission constitutes a quorum for conducting the business of the Commission. The Commission shall not take action or make a determination without the concurrence of a majority of the members appointed and serving on the Commission. The Commission shall elect a Chairperson from among its members. As used in this section, "session days" means calendar days on which the Commission meets and a quorum is present. The members of the Commission shall not receive compensation but shall be entitled to actual and necessary expenses incurred in the performance of official duties.

(Ord. No. 532, 5-7-79)

280.04. - Open meetings.

The business which the Elected Officials Compensation Commission may perform shall be conducted at public meetings of the Commission held in compliance with Public Act 267 of 1976, being M.C.L.A. 15.261 to 15.275. Public notice of the time, date and place of such meetings shall be given in the manner required by Public Act 267 of 1976.

(Ord. No. 532, 5-7-79)

280.05. - Freedom of information.

A writing prepared, owned, used, in the possession of or retained by the Elected Officials Compensation Commission in the performance of an office function shall be made available to the public in compliance with Public Act 442 of 1976, being M.C.L.A. 15.231 to 15.246.

(Ord. No. 532, 5-7-79)

AGENDA
Elected Officers Compensation Commission

The following are items or invitations the Commission has reviewed in the past. Staff is asking to address these at the first meeting to determine future meeting agendas and meet the 45 day timeline.

List of Materials Commission has requested in the past:

- Consumer Price Index (CPI)
- Inflation Rates
- City Union Wage and Salary Adjustments from 2001-2019
- Salaries for the top six (6) employees in the City employment
- Financial Overview
- Salary Comparisons from 10 other comparable communities

Staff requested to attend in the past:

Finance Director (Provide financial overview)-
Robert Widigan- DATE:
HR (provide salaries for top employees/union wage comparison/community comparison)
Elizabeth O'Leary – DATE:

Invitation extended in the past to speak to the Commission:

City Clerk – DATE:______________________________________
Mayor – DATE:

Any additional materials or invitations for 2021:

____
____
____

REVISED --- EOCC Past Recommendations

	3/12/1991		1/1/1992		4/8/1993		3/25/1995 Attempt to reject failed		3/21/1997 Rejected	
	1991		1992		1993	1994	6/1/1995	1/1/1996	6/1/1997	1/1/1998
Mayor	$71,590		$74,095	3.49%	No Increase	No Increase	$81,000	$85,000	$87,975	$91,054
Clerk	$46,300		$48,152	4.00%	No Increase	No Increase	$58,000	$58,000	$58,000	$59,000
Council	$12,877		$13,392	4.00%	No Increase	No Increase	$14,000	$14,000	$15,000	$15,000
Vice President	$12,877		$13,392		No Increase	No Increase	$14,750	$14,750	$15,750	$15,750
President	$12,877		$13,392		No Increase	No Increase	$15,500	$15,500	$16,500	$16,500

			from 1996	(Accepted March 1999)			Accepted March 2001			
	1997	1998	1/1/1999	7/1/1999	7/1/2000		7/1/2001		7/1/2002	
Mayor	Rejected	Rejected	$85,000	$90,000	$95,000	5.56%	102,000	7.35%	$107,000	4.90%
Clerk	Rejected	Rejected	$58,000	$62,950	$67,900	7.86%	$68,500	0.88%	$69,100	0.88%
Council	Rejected	Rejected	$14,000	$17,000	$19,000	11.76%	$20,200	3.16%	$20,200	3.06%
Vice President	Rejected	Rejected	$14,750	$17,750	$19,750	11.27%	$20,950	3.04%	$20,950	2.70%
President	Rejected	Rejected	$15,500	$18,500	$21,000	13.50%	$21,600	2.86%	$22,200	2.78%

	Last Increase 2002	Rejected		4/24/2005		Self-suported Vision Care added 4/30/2007		Council Healthcare Removed 1/01/2010 Accepted 4/30/2009			
	7/1/2002	7/1/2003	7/1/2004	7/1/2005	7/1/2006	7/1/2007	7/1/2008	7/1/2009	7/1/2009	1/1/2010	7/1/2010
									healthcare	healthcare	
Mayor	$107,000	$108,500	$110,000	No Increase	No Increase	No Increase	No Increase	102,037	10%prem	10%prem	$102,037
Clerk	$69,100	$70,100	$71,100	No Increase	No Increase	No Increase	No Increase	$72,831	10%prem	10%prem	$72,831
Council	$20,200	$20,500	$20,800	No Increase	No Increase	No Increase	No Increase	$20,200	10%prem	discontinue	$20,200
Vice President	$20,950	$21,250	$21,550	No Increase	No Increase	No Increase	No Increase	$20,950	10%prem	discontinue	$20,950
President	$22,200	$22,500	$22,800	No Increase	No Increase	No Increase	No Increase	$22,200	10%prem	discontinue	$22,200

Accepted 3/22/2011			
1/1/2010	1/1/2010	1/1/2011	1/1/2011
	Healthcare	Salaries	
Mayor	Discontinued	No Increase	$ 101,650
Clerk	Discontinued	No Increase	$ 72,555
Council	Discontinued	No Increase	$ 20,200
Vice President	Discontinued	No Increase	$ 20,950
President	Discontinued	No Increase	$ 22,200

C.A. 09-23

	2013
	March28, 2013
	Salaries
Mayor	107,000
Clerk	$72,555
Council	$20,200
Vice President	$20,950
President	$22,200

Accepted 3/5/2015			
	Effective	7/1/2015	
	Salaries	New Amount	Fringe Benefit
Mayor	Increase	$ 128,400	Benefits & Vehicle
Clerk	Increase	$ 87,066	Benefits
Council	Increase	$ 24,240	
Vice President	Increase	$ 25,140	
President	Increase	$ 26,640	

2017		Proposed-effective 7/1/2017	Proposed-effective 7/1/2018		
	Salaries	New Amount	New Amount	Fringe Benefit	STATUS
Mayor	Increase	$ 129,684	$ 130,980	No Chg from 2015	Rejected
Clerk	Increase	$ 87,936	$ 88,815	No Chg from 2015	Rejected
Council	NO CHANGE	$ 24,240	$ 24,240		Rejected
Vice President	NO CHANGE	$ 25,140	$ 25,140		Rejected
President	NO CHANGE	$ 26,640	$ 26,640		Rejected
					Res 2017-095

2019	Salaries	Proposed Effective 1/1/2019	Proposed Effective 1/1/2020	Proposed Effective 1/1/2021	Fringe Benefit	STATUS
Mayor	Increase	$ 134,058.25	$ 136,739.42	$139,610.42	No Chg from 2015	EFFECTIVE
Clerk	Increase	$ 90,902.77	$ 92,720.83	$ 94,667.97	No Chg from 2015	EFFECTIVE
Council Pres.	Increase	$ 27,813.95	$ 28,370.23	$ 28,966.00	No Chg from 2010	EFFECTIVE
Council VP	Increase	$ 26,247.85	$ 26,772.81	$ 27,335.04	No Chg from 2010	EFFECTIVE
Council Mbr	Increase	$ 25,308.19	$ 25,814.35	$ 26,356.45	No Chg from 2010	EFFECTIVE

LANSING
MICHIGAN

Elected Officers Compensation Commission

March 14, 2019

Mr. Chris Swope
Lansing City Clerk
Ninth Floor, City Hall
Lansing, Michigan 48933

Dear Mr. Swope:

As Secretary to the City of Lansing Elected Officers Compensation Commission, I hereby submit the attached 2019 Salary Determination Letter and 2019 Elected Officials Summary of Fringe Benefits for filing as the 2019 determination of the Elected Officers Compensation Commission for the Council Vice President.

If you have any questions with respect to this filing, please do not hesitate to contact me.

Thank you for your assistance.

Sincerely,

Sherrie Boak

Sherrie Boak
City Council Office Manager
Elected Officers Compensation Commission Recording Secretary

Elected Officers Compensation Commission

March 14, 2019

Council President Carol Wood
Members of the Lansing City Council
Tenth Floor City Hall
Lansing, Michigan 48933

Dear President Wood and Councilmembers:

The Elected Officers Compensation Commission (EOCC) met in committee during February and March 2019. The EOCC reviewed internal economic and financial documents and the current salary and benefit compensation packages of the Mayor, City Clerk, and members of the City Council. In addition, the EOCC compared various salary structures held by similar officers in comparable communities across Michigan and neighboring States. The following people attended the Commission meetings to answer questions and share their thoughts; Chris Swope, Samantha Harkins and Angela Bennett. In addition, the Commission presented to the City Council at their Committee of the Whole meeting on March 11, 2019.

Our determination is based on the National and State economic climate, the current financial condition of the City, our review of executive and legislative responsibilities, and salary/benefit comparisons with other Michigan communities. The Commission considered the compensation history for all relevant positions going back as far as 1991, and considered the feedback from various executive officers and City staff.

Our determination, which shall be implemented on January 1, 2019, makes changes to the compensation provided to the Council Vice President.

DETERMINATION

Salaries

The Commission determines that annual salaries, and respective effective dates, shall be as follows:

	January 1, 2019	January 1, 2020	January 1, 2021
Council Vice President:	$26,247.85	$26,772.81	$27,335.04

Fringe Benefits

The Commission adopts by reference the Elected Officials summary of Fringe Benefits 2019, attached. The benefits are to be provided for the elected officials as set forth therein. However, it is intended that the elected officers who receive healthcare benefits, receive the same level and types of coverages as the City provides to its other employees. Therefore, if the State of Michigan legislates to alter the amounts a City may pay towards providing its employees' healthcare or otherwise limits such healthcare coverage, the legislation shall also affect the elected officials when it affects other City employees. Additionally, should the City decide to substitute insurance carriers or methods of providing coverage for economic advantage in place of the healthcare described in the attached summary, the City may do so, provided the current level of benefits are maintained or improved. Pursuant to previously approved fringe benefits for Council members, they may purchase health care at their own expense.

Other Compensation

It is acknowledged that none of the elected officers earn compensatory, vacation, or sick time, and upon termination, they are not entitled to any compensation for the same.

TRANSMITTAL

We, the members of the Elected Officers Compensation Commission, respectfully, adopt the collective determinations now transmitted.

ELECTED OFFICERS COMPENSATION COMMISSION

Liisa Speaker
Chairperson

Gillian Dawson
Vice Chairperson

Brian Huggler
Member

Cassie Alley
Member

Jeff McAlvey
Member

Derek Melot
Member

City of Lansing

ELECTED OFFICIALS
Summary of Fringe Benefits
2019

Elected officials shall be eligible for City-provided health, dental, and life insurance coverage, and for participation in any deferred compensation program, as summarized below. Unless otherwise noted, this Summary of Fringe Benefits is operative on JULY 1, 2019. The last adopted recommended Summary of Fringe Benefits remains operative until that date.

I. FOR THE MAYOR AND CITY CLERK ONLY:

Health Insurance: The City of Lansing shall provide at the time of being sworn in or during an annual open enrollment period the following choice of medical insurances. Coverage will be effective the first (1st) day of the month following the date the Mayor or Clerk, respectively, are sworn in. If an elected official chooses a non-base plan, he or she will be required to pay the difference between the base and non-base plan, in addition to any premium share. Elected officials selecting the base plan below will receive a $400 cash payment incentive for each plan year chosen.

- Base Plan - includes a $40.00 co-pay for office visits. Prescription drug co-pays are $10/$40/$80. This plan includes a $1000/single and $2000/ family in network deductible and 80% co-insurance. Emergency room services have a $250 co-pay and Urgent Care visits have a $60 co-pay.

- Option 1 - includes a $30.00 co-pay for office visits. Prescription drug co-pays are $10/$40/$80. This plan includes a $500/single and $1000/ family in network deductible and 80% co-insurance. Emergency room services have a $150 co-pay and Urgent Care visits have a $50 co-pay.

- Option 2 - includes a $20.00 co-pay for office visits. Prescription drug co-pays are $10/$20/$40 or $15/$25/$50 for Physician's Health Plan. This plan includes a $500 calendar year limit on preventative services, emergency room services with a $50 co-pay, and a 50% co-pay for mental health and substance abuse services.

The Base Plan is as provided above. If the Base Plan exceeds the state mandated hard cap amount, the elected official will pay the difference. If the elected official chooses to "buy up" to an optional plan (either Option 1 or Option 2) the elected official will be responsible for any cost differential between the Base Plan premium and the premium of the selected optional plan chosen. Benefit summaries and rate sheets are available in the Department of Human Resources.

Vision Plan: The Mayor and City Clerk are eligible to purchase the Blue Cross Blue Shield VSP 12/12/12 Vision Plan. This plan provides vision exams, lenses and frames, and contact lenses with co-pays.

Opt out: The Mayor and City Clerk will be allowed to opt out of the City's health care plan annually, during the City's open enrollment period provided the Mayor or City Clerk provides written proof of coverage from another source. The Mayor or City Clerk who opts out of the City's health care plan will be eligible to receive $1,800 in any year in which they receive coverage from another source. In addition, such payments will be made twice a year, by separate check, following the period of time the Mayor or Clerk had alternate coverage.

Dental Insurance: The City pays the full premium costs for the Dental plan provided by the City, coverage includes the Mayor and City Clerk and family members. Coverage includes 100% coverage for cleaning; 50% coverage for treatment costs with an $1,500 maximum per person per contract year. Mayor and City Clerk and dependents will also receive orthodontic coverage which provides fifty percent (50%) of treatment costs with a $3,500.00 lifetime maximum per person. Coverage is effective the first day of the month

following thirty calendar days of service. Booklets and summaries are available in the Department of Human Resources.

Retiree Dental Insurance: Eligible retirees shall be covered by the same insurance as the active Mayor and City Clerk. The Mayor and City Clerk shall become eligible for retiree dental insurance beginning at the date of termination of employment with the City, or at age fifty-five (55), whichever is later; provided the Mayor or City Clerk respectively has at least fifteen (15) years of service with the City.

AFLAC: The Mayor and City Clerk will have the opportunity to pay for medical insurance premiums, unreimbursed medical expenses, and dependent care costs with pretax dollars through AFLAC. AFLAC also offers supplemental insurances that may be purchased on a pretax basis through payroll deduction. The maximum annual benefit for AFLAC medical insurance premiums and unreimbursed maximum medical expenses shall be the sum permitted by the Internal Revenue Code. The maximum benefit for AFLAC dependent care costs shall be the sum permitted by the Internal Revenue Code.

Life Insurance: The City pays the premium for a base $50,000 of group life and $50,000 Accidental Death and Dismemberment Insurance for the Mayor and City Clerk. Life insurance coverage for dependents is available for a reasonable cost to the Mayor and City Clerk, in accordance with the following schedule:

Spouse	$25,000
Unmarried child, age 14 days to 6 months	$500
6 months to 23 years	$ 2,000

Coverage is effective one (1) month and one (1) day following the commencement of service. Summaries are available in the Department of Human Resources.

Vacation: No accrued time for sick leave, vacation, or personal time shall exist or be required.

Parking/Transportation: The Mayor and City Clerk shall have designated parking in the basement of City Hall.

Vehicle: An automobile will be provided for the regular full time use of the Mayor.

Deferred Compensation: The Mayor and City Clerk shall be eligible to participate in the City's deferred compensation 457 plans as may be offered by the City. Currently those plans include Voya and T. Rowe Price. The Mayor and City Clerk will be able to contribute up to the maximum allowed by the IRS annually through payroll deduction. Summaries are available in the Department of Human Resources.

Defined Contribution Retirement System: In accordance with the City Charter, officials elected on or after October 1, 1990 shall belong to the City of Lansing Defined Contribution Money Purchase Pension Plan. The Plan provides for:

1) A City contribution totaling 6% of the Mayor or City Clerk's gross salary. The Plan is administered by Wells Fargo Bank.

2) The Mayor and City Clerk become eligible for City contributions following six (6) months of service and must be enrolled in the Plan prior to completion of six (6) months of service in order to self-direct the investment options of their retirement account. Failure to enroll prior to completion of six (6) months of service shall result in the City transferring monies into the Plan which shall default to the fund designated as the default fund.

3) The Mayor and City Clerk will be notified by the Department of Human Resources of the next quarterly enrollment session in order to receive their enrollment packet to facilitate timely enrollment and self-direction of their respective investment decisions. Enrollment is initiated following the quarterly enrollment session.

4) The Mayor and City Clerk have the option of contributing up to five percent (5%) of their compensation each Plan Year, subject to certain limits imposed by law.

5) At the end of three full years of service the Mayor and City Clerk will be vested for all City contributions. Should the Mayor and City Clerk leave at the end of three full years the elected official will have the following options:

- Lump sum payment subject to applicable taxes;
- Rollover monies into another tax deferred investment option; or
- Leave monies in the plan and continue to be invested tax deferred.

6) The Mayor and City Clerk are also eligible for a City paid long-term disability policy which is administered by the selected vendor following the completion of six (6) months of service. The Mayor and City Clerk shall receive information pertaining to the long-term disability policy at the quarterly enrollment session.

Retirement Health Care: Optional: This is a one-time only option that must be made in writing within thirty (30) days after being officially sworn in or having elected to qualify on or before July 1, 2001. For all officials elected after October 29, 1990, the City agrees to provide retirement health care coverage up to 100% of the premium for the Base Plan health care coverage provided to active Mayor and City Clerk. Retirement health coverage shall begin at the date of termination of employment with the City, provided the Mayor and City Clerk have at least 15 years of service with the City and be at least 55 years of age. This coverage is available at a cost of 3.25% of the Mayor and City Clerk's respective gross pay. This coverage shall be the same insurance coverage provided to the active Mayor and Clerk. Retirees shall convert to complementary coverage at their Medicare eligibility date. Retiree health benefits shall not include spouse or family coverage for a Mayor or City Clerk first elected after July 1, 2009.

II. FOR CITY COUNCILMEMBERS:

The fringe benefits designated in this Section II are for City Councilmembers.

Health Insurance: Councilmembers shall have the option to purchase health care insurance, at their own expense. If chosen, coverage will be effective the first (1st) day of the month following the date the Councilmember is sworn in (commencement of service) or chosen during an annual open enrollment period. Current plans offered are:

- Base Plan - includes a $40.00 co-pay for office visits. Prescription drug co-pays are $10/$40/$80. This plan includes a $1000/single and $2000/ family in network deductible and 80% co-insurance. Emergency room services have a $250 co-pay and Urgent Care visits have a $60 co-pay.

- Option 1 - includes a $30.00 co-pay for office visits. Prescription drug co-pays are $10/$40/$80. This plan includes a $500/single and $1000/ family in network deductible and 80% co-insurance. Emergency room services have a $150 co-pay and Urgent Care visits have a $50 co-pay.

- Option 2 - includes a $15.00 co-pay for office visits. Prescription drug co-pays are $0/$15/$40. Emergency room services with a $50 co-pay, and a 50% co-pay for mental health and substance abuse services.

Benefit summaries and rate sheets are available in the Department of Human Resources.

Vision Plan: Councilmembers will be eligible to purchase the Blue Cross Blue Shield VSP 12/12/12 Vision Plan. This plan provides vision exams, lenses and frames, and contact lenses with co-pays.

Dental Insurance: Councilmembers shall have the option to purchase this dental insurance, at their own expense, on the same terms and at the same rate as other part-time employees of the City for whom such coverage is available, currently UAW. Coverage includes 100% coverage for cleaning; 50% coverage for treatment costs with a $1,500 maximum per person per benefit year. Councilmembers and dependents will also receive orthodontic coverage which provides fifty percent (50%) of treatment costs with a $3,000.00 lifetime maximum per person. Coverage is effective the first day of the month following thirty calendar days of service. Booklets and summaries are available in the Department of Human Resources.

Retiree Dental Insurance: Eligible retirees shall be covered by the same insurance as active Councilmembers. The Councilmember shall become eligible for retiree dental insurance beginning at the date of termination of employment with the City, or at age fifty-five (55), whichever is later; provided the Councilmember has at least fifteen (15) years of service with the City. Councilmembers first taking office on or after January 1, 2010, shall not be eligible for this benefit.

AFLAC: The Councilmembers will have the opportunity to pay for medical insurance premiums, unreimbursed medical expenses, and dependent care costs with pretax dollars through AFLAC. AFLAC also offers supplemental insurances that may be purchased on a pretax basis through payroll deduction. The maximum annual benefit for AFLAC medical insurance premiums and unreimbursed maximum medical expenses shall be the sum permitted by the Internal Revenue Code. The maximum benefit for AFLAC dependent care costs shall be the sum permitted by the Internal Revenue Code. Councilmembers first taking office on or after January 1, 2019 shall not be eligible for this benefit.

Life Insurance: Councilmembers are not eligible for City provided group life and Accidental Death and Dismemberment Insurance.

Vacation: No accrued time for sick leave, vacation, or personal time shall exist or be required.

Parking/Transportation: Councilmembers shall have designated parking as provided by the Rules adopted by City Council.

Deferred Compensation: Councilmembers shall be eligible to participate in the City's deferred compensation 457 plans as may be offered by the City. Currently those plans include Voya and T. Rowe Price. Councilmembers will be able to contribute up to the maximum allowed by the IRS annually through payroll deduction. Summaries are available in the Department of Human Resources.

Defined Contribution Retirement System: Officials elected on or after October 1, 1990 and first taking office before January 1, 2010, shall belong to the City of Lansing Defined Contribution Money Purchase Pension Plan. The Plan provides for:

1) A City contribution totaling 6% of the Councilmembers' gross salary. The Plan is administered by Wells Fargo.

2) The Councilmember becomes eligible for City contributions following six (6) months of service and must be enrolled in the Plan prior to completion of six (6) months of service in order to self direct the investment options of their retirement account. Failure to enroll prior to completion of six (6) months of service shall result in the City transferring monies into the Plan which shall default to the GIC (Guaranteed Investment Contract) Fund.

3) The Councilmember will be notified by the Department of Human Resources of the next quarterly enrollment session in order to receive their enrollment packet to facilitate timely enrollment and self direction of the Councilmember's investment decisions. Enrollment is initiated following the quarterly enrollment session.

4) The Councilmember has the option of contributing up to five percent (5%) of their compensation each Plan Year, subject to certain limits imposed by law.

5) At the end of three full years of service the Councilmember will be vested for all City contributions. Should the Councilmember leave at the end of three full years the Councilmember will have the following options:

- Lump sum payment subject to applicable taxes;
- Rollover monies into another tax deferred investment option; or
- Leave monies in the plan and continue to be invested tax deferred.

6) The Councilmember is also eligible for a City paid long-term disability policy which is administered by the selected vendor following the completion of six (6) months of service. The Councilmember shall receive information pertaining to the long-term disability policy at the quarterly enrollment session.

Retirement Health Care: For all officials elected after October 29, 1990 and taking office before January 1, 2010 who exercised the option to participate in retiree healthcare, the City will provide retirement health care coverage up to 100% of the premium for the Base Plan health care coverage provided to the active Mayor and Clerk. Retirement health coverage shall begin at the date of termination of employment with the City, provided the Councilmember has at least 15 years of service with the City and be at least the age of 55. This coverage is available at a cost of 3.25% of the Council member's gross pay. This coverage shall be the same insurance coverage provided to the active Mayor and Clerk. Retirees shall convert to complementary coverage at their Medicare eligibility date.

Retiree Healthcare Opt out: Councilmembers who receive Retirement Health Care insurance will be allowed to opt out of the City's health care plan annually, during the City's open enrollment period provided the Councilmember provides written proof of coverage from another source. Any Councilmember who opts out of the City's health care plan will be eligible to receive $1,800 in any year in which they receive coverage from another source. In addition, such payments will be made twice a year, by separate check, following the period of time the Councilmember had alternate coverage.

Department of Human Resources, 8th Floor, 124 W. Michigan, Lansing MI 48933. Phone: 483-4014

EQUAL OPPORTUNITY EMPLOYER

Revised 4/21/04: Retiree dental
Revised 03/28/2007: Vision
Revised 03/30/09: Phased elimination of benefits for Councilmembers
Revised 03/22/11: For clarity
Revised 4/02/13: To provide for three tier optional health insurance plans in compliance with PA 152 of 2011, and other clarifications
Revised 3/5/2015: For technical corrections and clarifications
Revised 3/17/2017 For Clerk and Mayor Compensation
Revised 3/14/19 for Compensation

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LANSING CITY CLERK

Elected Officers Compensation Commission

March 14, 2019

Mr. Chris Swope
Lansing City Clerk
Ninth Floor, City Hall
Lansing, Michigan 48933

Dear Mr. Swope:

As Secretary to the City of Lansing Elected Officers Compensation Commission, I hereby submit the attached 2019 Salary Determination Letter and 2019 Elected Officials Summary of Fringe Benefits for filing as the 2019 determination of the Elected Officers Compensation Commission for the Council Members.

If you have any questions with respect to this filing, please do not hesitate to contact me.

Thank you for your assistance.

Sincerely,

Sherrie Boak

Sherrie Boak
City Council Office Manager
Elected Officers Compensation Commission Recording Secretary

Elected Officers Compensation Commission

March 14, 2019

Council President Carol Wood
Members of the Lansing City Council
Tenth Floor City Hall
Lansing, Michigan 48933

Dear President Wood and Councilmembers:

The Elected Officers Compensation Commission (EOCC) met in committee during February and March 2019. The EOCC reviewed internal economic and financial documents and the current salary and benefit compensation packages of the Mayor, City Clerk, and members of the City Council. In addition, the EOCC compared various salary structures held by similar officers in comparable communities across Michigan and neighboring States. The following people attended the Commission meetings to answer questions and share their thoughts; Chris Swope, Samantha Harkins and Angela Bennett. In addition, the Commission presented to the City Council at their Committee of the Whole meeting on March 11, 2019.

Our determination is based on the National and State economic climate, the current financial condition of the City, our review of executive and legislative responsibilities, and salary/benefit comparisons with other Michigan communities. The Commission considered the compensation history for all relevant positions going back as far as 1991, and considered the feedback from various executive officers and City staff.

Our determination, which shall be implemented on January 1, 2019, makes changes to the compensation provided to the Council Members.

DETERMINATION

Salaries

The Commission determines that annual salaries, and respective effective dates, shall be as follows:

	January 1, 2019	January 1, 2020	January 1, 2021
Council Members:	$25,308.19	$25,814.35	$26,356.45

Fringe Benefits

The Commission adopts by reference the Elected Officials summary of Fringe Benefits 2019, attached. The benefits are to be provided for the elected officials as set forth therein. However, it is intended that the elected officers who receive healthcare benefits, receive the same level and types of coverages as the City provides to its other employees. Therefore, if the State of Michigan legislates to alter the amounts a City may pay towards providing its employees' healthcare or otherwise limits such healthcare coverage, the legislation shall also affect the elected officials when it affects other City employees. Additionally, should the City decide to substitute insurance carriers or methods of providing coverage for economic advantage in place of the healthcare described in the attached summary, the City may do so, provided the current level of benefits are maintained or improved. Pursuant to previously approved fringe benefits for Council members, they may purchase health care at their own expense.

Other Compensation

It is acknowledged that none of the elected officers earn compensatory, vacation, or sick time, and upon termination, they are not entitled to any compensation for the same.

TRANSMITTAL

We, the members of the Elected Officers Compensation Commission, respectfully, adopt the collective determinations now transmitted.

ELECTED OFFICERS COMPENSATION COMMISSION

Liisa Speaker
Chairperson

Gillian Dawson
Vice Chairperson

Brian Huggler
Member

Cassie Alley
Member

Jeff McAlvey
Member

Derek Melot
Member

City of Lansing

ELECTED OFFICIALS
Summary of Fringe Benefits
2019

Elected officials shall be eligible for City-provided health, dental, and life insurance coverage, and for participation in any deferred compensation program, as summarized below. Unless otherwise noted, this Summary of Fringe Benefits is operative on JULY 1, 2019. The last adopted recommended Summary of Fringe Benefits remains operative until that date.

I. FOR THE MAYOR AND CITY CLERK ONLY:

Health Insurance: The City of Lansing shall provide at the time of being sworn in or during an annual open enrollment period the following choice of medical insurances. Coverage will be effective the first (1^{st}) day of the month following the date the Mayor or Clerk, respectively, are sworn in. If an elected official chooses a non-base plan, he or she will be required to pay the difference between the base and non-base plan, in addition to any premium share. Elected officials selecting the base plan below will receive a $400 cash payment incentive for each plan year chosen.

- Base Plan - includes a $40.00 co-pay for office visits. Prescription drug co-pays are $10/$40/$80. This plan includes a $1000/single and $2000/ family in network deductible and 80% co-insurance. Emergency room services have a $250 co-pay and Urgent Care visits have a $60 co-pay.

- Option 1 - includes a $30.00 co-pay for office visits. Prescription drug co-pays are $10/$40/$80. This plan includes a $500/single and $1000/ family in network deductible and 80% co-insurance. Emergency room services have a $150 co-pay and Urgent Care visits have a $50 co-pay.

- Option 2 - includes a $20.00 co-pay for office visits. Prescription drug co-pays are $10/$20/$40 or $15/$25/$50 for Physician's Health Plan. This plan includes a $500 calendar year limit on preventative services, emergency room services with a $50 co-pay, and a 50% co-pay for mental health and substance abuse services.

The Base Plan is as provided above. If the Base Plan exceeds the state mandated hard cap amount, the elected official will pay the difference. If the elected official chooses to "buy up" to an optional plan (either Option 1 or Option 2) the elected official will be responsible for any cost differential between the Base Plan premium and the premium of the selected optional plan chosen. Benefit summaries and rate sheets are available in the Department of Human Resources.

Vision Plan: The Mayor and City Clerk are eligible to purchase the Blue Cross Blue Shield VSP 12/12/12 Vision Plan. This plan provides vision exams, lenses and frames, and contact lenses with co-pays.

Opt out: The Mayor and City Clerk will be allowed to opt out of the City's health care plan annually, during the City's open enrollment period provided the Mayor or City Clerk provides written proof of coverage from another source. The Mayor or City Clerk who opts out of the City's health care plan will be eligible to receive $1,800 in any year in which they receive coverage from another source. In addition, such payments will be made twice a year, by separate check, following the period of time the Mayor or Clerk had alternate coverage.

Dental Insurance: The City pays the full premium costs for the Dental plan provided by the City, coverage includes the Mayor and City Clerk and family members. Coverage includes 100% coverage for cleaning; 50% coverage for treatment costs with an $1,500 maximum per person per contract year. Mayor and City Clerk and dependents will also receive orthodontic coverage which provides fifty percent (50%) of treatment costs with a $3,500.00 lifetime maximum per person. Coverage is effective the first day of the month

following thirty calendar days of service. Booklets and summaries are available in the Department of Human Resources.

Retiree Dental Insurance: Eligible retirees shall be covered by the same insurance as the active Mayor and City Clerk. The Mayor and City Clerk shall become eligible for retiree dental insurance beginning at the date of termination of employment with the City, or at age fifty-five (55), whichever is later; provided the Mayor or City Clerk respectively has at least fifteen (15) years of service with the City.

AFLAC: The Mayor and City Clerk will have the opportunity to pay for medical insurance premiums, unreimbursed medical expenses, and dependent care costs with pretax dollars through AFLAC. AFLAC also offers supplemental insurances that may be purchased on a pretax basis through payroll deduction. The maximum annual benefit for AFLAC medical insurance premiums and unreimbursed maximum medical expenses shall be the sum permitted by the Internal Revenue Code. The maximum benefit for AFLAC dependent care costs shall be the sum permitted by the Internal Revenue Code.

Life Insurance: The City pays the premium for a base $50,000 of group life and $50,000 Accidental Death and Dismemberment Insurance for the Mayor and City Clerk. Life insurance coverage for dependents is available for a reasonable cost to the Mayor and City Clerk, in accordance with the following schedule:

Spouse	$25,000
Unmarried child, age 14 days to 6 months	$500
6 months to 23 years	$ 2,000

Coverage is effective one (1) month and one (1) day following the commencement of service. Summaries are available in the Department of Human Resources.

Vacation: No accrued time for sick leave, vacation, or personal time shall exist or be required.

Parking/Transportation: The Mayor and City Clerk shall have designated parking in the basement of City Hall.

Vehicle: An automobile will be provided for the regular full time use of the Mayor.

Deferred Compensation: The Mayor and City Clerk shall be eligible to participate in the City's deferred compensation 457 plans as may be offered by the City. Currently those plans include Voya and T. Rowe Price. The Mayor and City Clerk will be able to contribute up to the maximum allowed by the IRS annually through payroll deduction. Summaries are available in the Department of Human Resources.

Defined Contribution Retirement System: In accordance with the City Charter, officials elected on or after October 1, 1990 shall belong to the City of Lansing Defined Contribution Money Purchase Pension Plan. The Plan provides for:

1) A City contribution totaling 6% of the Mayor or City Clerk's gross salary. The Plan is administered by Wells Fargo Bank.

2) The Mayor and City Clerk become eligible for City contributions following six (6) months of service and must be enrolled in the Plan prior to completion of six (6) months of service in order to self-direct the investment options of their retirement account. Failure to enroll prior to completion of six (6) months of service shall result in the City transferring monies into the Plan which shall default to the fund designated as the default fund.

3) The Mayor and City Clerk will be notified by the Department of Human Resources of the next quarterly enrollment session in order to receive their enrollment packet to facilitate timely enrollment and self-direction of their respective investment decisions. Enrollment is initiated following the quarterly enrollment session.

4) The Mayor and City Clerk have the option of contributing up to five percent (5%) of their compensation each Plan Year, subject to certain limits imposed by law.

5) At the end of three full years of service the Mayor and City Clerk will be vested for all City contributions. Should the Mayor and City Clerk leave at the end of three full years the elected official will have the following options:

- Lump sum payment subject to applicable taxes;
- Rollover monies into another tax deferred investment option; or
- Leave monies in the plan and continue to be invested tax deferred.

6) The Mayor and City Clerk are also eligible for a City paid long-term disability policy which is administered by the selected vendor following the completion of six (6) months of service. The Mayor and City Clerk shall receive information pertaining to the long-term disability policy at the quarterly enrollment session.

Retirement Health Care: Optional: This is a one-time only option that must be made in writing within thirty (30) days after being officially sworn in or having elected to qualify on or before July 1, 2001. For all officials elected after October 29, 1990, the City agrees to provide retirement health care coverage up to 100% of the premium for the Base Plan health care coverage provided to active Mayor and City Clerk. Retirement health coverage shall begin at the date of termination of employment with the City, provided the Mayor and City Clerk have at least 15 years of service with the City and be at least 55 years of age. This coverage is available at a cost of 3.25% of the Mayor and City Clerk's respective gross pay. This coverage shall be the same insurance coverage provided to the active Mayor and Clerk. Retirees shall convert to complementary coverage at their Medicare eligibility date. Retiree health benefits shall not include spouse or family coverage for a Mayor or City Clerk first elected after July 1, 2009.

II. FOR CITY COUNCILMEMBERS:

The fringe benefits designated in this Section II are for City Councilmembers.

Health Insurance: Councilmembers shall have the option to purchase health care insurance, at their own expense. If chosen, coverage will be effective the first (1st) day of the month following the date the Councilmember is sworn in (commencement of service) or chosen during an annual open enrollment period. Current plans offered are:

- Base Plan - includes a $40.00 co-pay for office visits. Prescription drug co-pays are $10/$40/$80. This plan includes a $1000/single and $2000/ family in network deductible and 80% co-insurance. Emergency room services have a $250 co-pay and Urgent Care visits have a $60 co-pay.

- Option 1 - includes a $30.00 co-pay for office visits. Prescription drug co-pays are $10/$40/$80. This plan includes a $500/single and $1000/ family in network deductible and 80% co-insurance. Emergency room services have a $150 co-pay and Urgent Care visits have a $50 co-pay.

- Option 2 - includes a $15.00 co-pay for office visits. Prescription drug co-pays are $0/$15/$40. Emergency room services with a $50 co-pay, and a 50% co-pay for mental health and substance abuse services.

Benefit summaries and rate sheets are available in the Department of Human Resources.

Vision Plan: Councilmembers will be eligible to purchase the Blue Cross Blue Shield VSP 12/12/12 Vision Plan. This plan provides vision exams, lenses and frames, and contact lenses with co-pays.

Dental Insurance: Councilmembers shall have the option to purchase this dental insurance, at their own expense, on the same terms and at the same rate as other part-time employees of the City for whom such coverage is available, currently UAW. Coverage includes 100% coverage for cleaning; 50% coverage for treatment costs with a $1,500 maximum per person per benefit year. Councilmembers and dependents will also receive orthodontic coverage which provides fifty percent (50%) of treatment costs with a $3,000.00 lifetime maximum per person. Coverage is effective the first day of the month following thirty calendar days of service. Booklets and summaries are available in the Department of Human Resources.

Retiree Dental Insurance: Eligible retirees shall be covered by the same insurance as active Councilmembers. The Councilmember shall become eligible for retiree dental insurance beginning at the date of termination of employment with the City, or at age fifty-five (55), whichever is later; provided the Councilmember has at least fifteen (15) years of service with the City. Councilmembers first taking office on or after January 1, 2010, shall not be eligible for this benefit.

AFLAC: The Councilmembers will have the opportunity to pay for medical insurance premiums, unreimbursed medical expenses, and dependent care costs with pretax dollars through AFLAC. AFLAC also offers supplemental insurances that may be purchased on a pretax basis through payroll deduction. The maximum annual benefit for AFLAC medical insurance premiums and unreimbursed maximum medical expenses shall be the sum permitted by the Internal Revenue Code. The maximum benefit for AFLAC dependent care costs shall be the sum permitted by the Internal Revenue Code. Councilmembers first taking office on or after January 1, 2019 shall not be eligible for this benefit.

Life Insurance: Councilmembers are not eligible for City provided group life and Accidental Death and Dismemberment Insurance.

Vacation: No accrued time for sick leave, vacation, or personal time shall exist or be required.

Parking/Transportation: Councilmembers shall have designated parking as provided by the Rules adopted by City Council.

Deferred Compensation: Councilmembers shall be eligible to participate in the City's deferred compensation 457 plans as may be offered by the City. Currently those plans include Voya and T. Rowe Price. Councilmembers will be able to contribute up to the maximum allowed by the IRS annually through payroll deduction. Summaries are available in the Department of Human Resources.

Defined Contribution Retirement System: Officials elected on or after October 1, 1990 and first taking office before January 1, 2010, shall belong to the City of Lansing Defined Contribution Money Purchase Pension Plan. The Plan provides for:

1) A City contribution totaling 6% of the Councilmembers' gross salary. The Plan is administered by Wells Fargo.

2) The Councilmember becomes eligible for City contributions following six (6) months of service and must be enrolled in the Plan prior to completion of six (6) months of service in order to self direct the investment options of their retirement account. Failure to enroll prior to completion of six (6) months of service shall result in the City transferring monies into the Plan which shall default to the GIC (Guaranteed Investment Contract) Fund.

3) The Councilmember will be notified by the Department of Human Resources of the next quarterly enrollment session in order to receive their enrollment packet to facilitate timely enrollment and self direction of the Councilmember's investment decisions. Enrollment is initiated following the quarterly enrollment session.

4) The Councilmember has the option of contributing up to five percent (5%) of their compensation each Plan Year, subject to certain limits imposed by law.

5) At the end of three full years of service the Councilmember will be vested for all City contributions. Should the Councilmember leave at the end of three full years the Councilmember will have the following options:

- Lump sum payment subject to applicable taxes;
- Rollover monies into another tax deferred investment option; or
- Leave monies in the plan and continue to be invested tax deferred.

6) The Councilmember is also eligible for a City paid long-term disability policy which is administered by the selected vendor following the completion of six (6) months of service. The Councilmember shall receive information pertaining to the long-term disability policy at the quarterly enrollment session.

Retirement Health Care: For all officials elected after October 29, 1990 and taking office before January 1, 2010 who exercised the option to participate in retiree healthcare, the City will provide retirement health care coverage up to 100% of the premium for the Base Plan health care coverage provided to the active Mayor and Clerk. Retirement health coverage shall begin at the date of termination of employment with the City, provided the Councilmember has at least 15 years of service with the City and be at least the age of 55. This coverage is available at a cost of 3.25% of the Council member's gross pay. This coverage shall be the same insurance coverage provided to the active Mayor and Clerk. Retirees shall convert to complementary coverage at their Medicare eligibility date.

Retiree Healthcare Opt out: Councilmembers who receive Retirement Health Care insurance will be allowed to opt out of the City's health care plan annually, during the City's open enrollment period provided the Councilmember provides written proof of coverage from another source. Any Councilmember who opts out of the City's health care plan will be eligible to receive $1,800 in any year in which they receive coverage from another source. In addition, such payments will be made twice a year, by separate check, following the period of time the Councilmember had alternate coverage.

Department of Human Resources, 8th Floor, 124 W. Michigan, Lansing MI 48933. Phone: 483-4014

EQUAL OPPORTUNITY EMPLOYER

Revised 4/21/04: Retiree dental
Revised 03/28/2007: Vision
Revised 03/30/09: Phased elimination of benefits for Councilmembers
Revised 03/22/11: For clarity
Revised 4/02/13: To provide for three tier optional health insurance plans in compliance with PA 152 of 2011, and other clarifications
Revised 3/5/2015: For technical corrections and clarifications
Revised 3/17/2017 For Clerk and Mayor Compensation
Revised 3/14/19 for Compensation

Elected Officers Compensation Commission

March 14, 2019

Mr. Chris Swope
Lansing City Clerk
Ninth Floor, City Hall
Lansing, Michigan 48933

Dear Mr. Swope:

As Secretary to the City of Lansing Elected Officers Compensation Commission, I hereby submit the attached 2019 Salary Determination Letter and 2019 Elected Officials Summary of Fringe Benefits for filing as the 2019 determination of the Elected Officers Compensation Commission for the Council President.

If you have any questions with respect to this filing, please do not hesitate to contact me.

Thank you for your assistance.

Sincerely,

Sherrie Boak

Sherrie Boak
City Council Office Manager
Elected Officers Compensation Commission Recording Secretary

Elected Officers Compensation Commission

March 14, 2019

Council President Carol Wood
Members of the Lansing City Council
Tenth Floor City Hall
Lansing, Michigan 48933

Dear President Wood and Councilmembers:

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Our determination is based on the National and State economic climate, the current financial condition of the City, our review of executive and legislative responsibilities, and salary/benefit comparisons with other Michigan communities. The Commission considered the compensation history for all relevant positions going back as far as 1991, and considered the feedback from various executive officers and City staff.

Our determination, which shall be implemented on January 1, 2019, makes changes to the compensation provided to the Council President.

DETERMINATION

Salaries

The Commission determines that annual salaries, and respective effective dates, shall be as follows:

	January 1, 2019	January 1, 2020	January 1, 2021
Council President:	$27,813.95	$28,370.23	$28,966.00

Fringe Benefits

The Commission adopts by reference the Elected Officials summary of Fringe Benefits 2019, attached. The benefits are to be provided for the elected officials as set forth therein. However, it is intended that the elected officers who receive healthcare benefits, receive the same level and types of coverages as the City provides to its other employees. Therefore, if the State of Michigan legislates to alter the amounts a City may pay towards providing its employees' healthcare or otherwise limits such healthcare coverage, the legislation shall also affect the elected officials when it affects other City employees. Additionally, should the City decide to substitute insurance carriers or methods of providing coverage for economic advantage in place of the healthcare described in the attached summary, the City may do so, provided the current level of benefits are maintained or improved. Pursuant to previously approved fringe benefits for Council members, they may purchase health care at their own expense.

Other Compensation

It is acknowledged that none of the elected officers earn compensatory, vacation, or sick time, and upon termination, they are not entitled to any compensation for the same.

TRANSMITTAL

We, the members of the Elected Officers Compensation Commission, respectfully, adopt the collective determinations now transmitted.

ELECTED OFFICERS COMPENSATION COMMISSION

Lisa Speaker
Chairperson

Gillian Dawson
Vice Chairperson

Brian Huggler
Member

Cassie Alley
Member

Jeff McAlvey
Member

Derek Melot
Member

City of Lansing

ELECTED OFFICIALS
Summary of Fringe Benefits
2019

Elected officials shall be eligible for City-provided health, dental, and life insurance coverage, and for participation in any deferred compensation program, as summarized below. Unless otherwise noted, this Summary of Fringe Benefits is operative on JULY 1, 2019. The last adopted recommended Summary of Fringe Benefits remains operative until that date.

I. FOR THE MAYOR AND CITY CLERK ONLY:

Health Insurance: The City of Lansing shall provide at the time of being sworn in or during an annual open enrollment period the following choice of medical insurances. Coverage will be effective the first (1^{st}) day of the month following the date the Mayor or Clerk, respectively, are sworn in. If an elected official chooses a non-base plan, he or she will be required to pay the difference between the base and non-base plan, in addition to any premium share. Elected officials selecting the base plan below will receive a $400 cash payment incentive for each plan year chosen.

- Base Plan - includes a $40.00 co-pay for office visits. Prescription drug co-pays are $10/$40/$80. This plan includes a $1000/single and $2000/ family in network deductible and 80% co-insurance. Emergency room services have a $250 co-pay and Urgent Care visits have a $60 co-pay.

- Option 1 - includes a $30.00 co-pay for office visits. Prescription drug co-pays are $10/$40/$80. This plan includes a $500/single and $1000/ family in network deductible and 80% co-insurance. Emergency room services have a $150 co-pay and Urgent Care visits have a $50 co-pay.

- Option 2 - includes a $20.00 co-pay for office visits. Prescription drug co-pays are $10/$20/$40 or $15/$25/$50 for Physician's Health Plan. This plan includes a $500 calendar year limit on preventative services, emergency room services with a $50 co-pay, and a 50% co-pay for mental health and substance abuse services.

The Base Plan is as provided above. If the Base Plan exceeds the state mandated hard cap amount, the elected official will pay the difference. If the elected official chooses to "buy up" to an optional plan (either Option 1 or Option 2) the elected official will be responsible for any cost differential between the Base Plan premium and the premium of the selected optional plan chosen. Benefit summaries and rate sheets are available in the Department of Human Resources.

Vision Plan: The Mayor and City Clerk are eligible to purchase the Blue Cross Blue Shield VSP 12/12/12 Vision Plan. This plan provides vision exams, lenses and frames, and contact lenses with co-pays.

Opt out: The Mayor and City Clerk will be allowed to opt out of the City's health care plan annually, during the City's open enrollment period provided the Mayor or City Clerk provides written proof of coverage from another source. The Mayor or City Clerk who opts out of the City's health care plan will be eligible to receive $1,800 in any year in which they receive coverage from another source. In addition, such payments will be made twice a year, by separate check, following the period of time the Mayor or Clerk had alternate coverage.

Dental Insurance: The City pays the full premium costs for the Dental plan provided by the City, coverage includes the Mayor and City Clerk and family members. Coverage includes 100% coverage for cleaning; 50% coverage for treatment costs with an $1,500 maximum per person per contract year. Mayor and City Clerk and dependents will also receive orthodontic coverage which provides fifty percent (50%) of treatment costs with a $3,500.00 lifetime maximum per person. Coverage is effective the first day of the month

following thirty calendar days of service. Booklets and summaries are available in the Department of Human Resources.

Retiree Dental Insurance: Eligible retirees shall be covered by the same insurance as the active Mayor and City Clerk. The Mayor and City Clerk shall become eligible for retiree dental insurance beginning at the date of termination of employment with the City, or at age fifty-five (55), whichever is later; provided the Mayor or City Clerk respectively has at least fifteen (15) years of service with the City.

AFLAC: The Mayor and City Clerk will have the opportunity to pay for medical insurance premiums, unreimbursed medical expenses, and dependent care costs with pretax dollars through AFLAC. AFLAC also offers supplemental insurances that may be purchased on a pretax basis through payroll deduction. The maximum annual benefit for AFLAC medical insurance premiums and unreimbursed maximum medical expenses shall be the sum permitted by the Internal Revenue Code. The maximum benefit for AFLAC dependent care costs shall be the sum permitted by the Internal Revenue Code.

Life Insurance: The City pays the premium for a base $50,000 of group life and $50,000 Accidental Death and Dismemberment Insurance for the Mayor and City Clerk. Life insurance coverage for dependents is available for a reasonable cost to the Mayor and City Clerk, in accordance with the following schedule:

Spouse	$25,000
Unmarried child, age 14 days to 6 months	$500
6 months to 23 years	$ 2,000

Coverage is effective one (1) month and one (1) day following the commencement of service. Summaries are available in the Department of Human Resources.

Vacation: No accrued time for sick leave, vacation, or personal time shall exist or be required.

Parking/Transportation: The Mayor and City Clerk shall have designated parking in the basement of City Hall.

Vehicle: An automobile will be provided for the regular full time use of the Mayor.

Deferred Compensation: The Mayor and City Clerk shall be eligible to participate in the City's deferred compensation 457 plans as may be offered by the City. Currently those plans include Voya and T. Rowe Price. The Mayor and City Clerk will be able to contribute up to the maximum allowed by the IRS annually through payroll deduction. Summaries are available in the Department of Human Resources.

Defined Contribution Retirement System: In accordance with the City Charter, officials elected on or after October 1, 1990 shall belong to the City of Lansing Defined Contribution Money Purchase Pension Plan. The Plan provides for:

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2) The Mayor and City Clerk become eligible for City contributions following six (6) months of service and must be enrolled in the Plan prior to completion of six (6) months of service in order to self-direct the investment options of their retirement account. Failure to enroll prior to completion of six (6) months of service shall result in the City transferring monies into the Plan which shall default to the fund designated as the default fund.

3) The Mayor and City Clerk will be notified by the Department of Human Resources of the next quarterly enrollment session in order to receive their enrollment packet to facilitate timely enrollment and self-direction of their respective investment decisions. Enrollment is initiated following the quarterly enrollment session.

4) The Mayor and City Clerk have the option of contributing up to five percent (5%) of their compensation each Plan Year, subject to certain limits imposed by law.

5) At the end of three full years of service the Mayor and City Clerk will be vested for all City contributions. Should the Mayor and City Clerk leave at the end of three full years the elected official will have the following options:

- Lump sum payment subject to applicable taxes;
- Rollover monies into another tax deferred investment option; or
- Leave monies in the plan and continue to be invested tax deferred.

6) The Mayor and City Clerk are also eligible for a City paid long-term disability policy which is administered by the selected vendor following the completion of six (6) months of service. The Mayor and City Clerk shall receive information pertaining to the long-term disability policy at the quarterly enrollment session.

Retirement Health Care: Optional: This is a one-time only option that must be made in writing within thirty (30) days after being officially sworn in or having elected to qualify on or before July 1, 2001. For all officials elected after October 29, 1990, the City agrees to provide retirement health care coverage up to 100% of the premium for the Base Plan health care coverage provided to active Mayor and City Clerk. Retirement health coverage shall begin at the date of termination of employment with the City, provided the Mayor and City Clerk have at least 15 years of service with the City and be at least 55 years of age. This coverage is available at a cost of 3.25% of the Mayor and City Clerk's respective gross pay. This coverage shall be the same insurance coverage provided to the active Mayor and Clerk. Retirees shall convert to complementary coverage at their Medicare eligibility date. Retiree health benefits shall not include spouse or family coverage for a Mayor or City Clerk first elected after July 1, 2009.

II. FOR CITY COUNCILMEMBERS:

The fringe benefits designated in this Section II are for City Councilmembers.

Health Insurance: Councilmembers shall have the option to purchase health care insurance, at their own expense. If chosen, coverage will be effective the first (1st) day of the month following the date the Councilmember is sworn in (commencement of service) or chosen during an annual open enrollment period. Current plans offered are:

- Base Plan - includes a $40.00 co-pay for office visits. Prescription drug co-pays are $10/$40/$80. This plan includes a $1000/single and $2000/ family in network deductible and 80% co-insurance. Emergency room services have a $250 co-pay and Urgent Care visits have a $60 co-pay.

- Option 1 - includes a $30.00 co-pay for office visits. Prescription drug co-pays are $10/$40/$80. This plan includes a $500/single and $1000/ family in network deductible and 80% co-insurance. Emergency room services have a $150 co-pay and Urgent Care visits have a $50 co-pay.

- Option 2 - includes a $15.00 co-pay for office visits. Prescription drug co-pays are $0/$15/$40. Emergency room services with a $50 co-pay, and a 50% co-pay for mental health and substance abuse services.

Benefit summaries and rate sheets are available in the Department of Human Resources.

Vision Plan: Councilmembers will be eligible to purchase the Blue Cross Blue Shield VSP 12/12/12 Vision Plan. This plan provides vision exams, lenses and frames, and contact lenses with co-pays.

Dental Insurance: Councilmembers shall have the option to purchase this dental insurance, at their own expense, on the same terms and at the same rate as other part-time employees of the City for whom such coverage is available, currently UAW. Coverage includes 100% coverage for cleaning; 50% coverage for treatment costs with a $1,500 maximum per person per benefit year. Councilmembers and dependents will also receive orthodontic coverage which provides fifty percent (50%) of treatment costs with a $3,000.00 lifetime maximum per person. Coverage is effective the first day of the month following thirty calendar days of service. Booklets and summaries are available in the Department of Human Resources.

Retiree Dental Insurance: Eligible retirees shall be covered by the same insurance as active Councilmembers. The Councilmember shall become eligible for retiree dental insurance beginning at the date of termination of employment with the City, or at age fifty-five (55), whichever is later; provided the Councilmember has at least fifteen (15) years of service with the City. Councilmembers first taking office on or after January 1, 2010, shall not be eligible for this benefit.

AFLAC: The Councilmembers will have the opportunity to pay for medical insurance premiums, unreimbursed medical expenses, and dependent care costs with pretax dollars through AFLAC. AFLAC also offers supplemental insurances that may be purchased on a pretax basis through payroll deduction. The maximum annual benefit for AFLAC medical insurance premiums and unreimbursed maximum medical expenses shall be the sum permitted by the Internal Revenue Code. The maximum benefit for AFLAC dependent care costs shall be the sum permitted by the Internal Revenue Code. Councilmembers first taking office on or after January 1, 2019 shall not be eligible for this benefit.

Life Insurance: Councilmembers are not eligible for City provided group life and Accidental Death and Dismemberment Insurance.

Vacation: No accrued time for sick leave, vacation, or personal time shall exist or be required.

Parking/Transportation: Councilmembers shall have designated parking as provided by the Rules adopted by City Council.

Deferred Compensation: Councilmembers shall be eligible to participate in the City's deferred compensation 457 plans as may be offered by the City. Currently those plans include Voya and T. Rowe Price. Councilmembers will be able to contribute up to the maximum allowed by the IRS annually through payroll deduction. Summaries are available in the Department of Human Resources.

Defined Contribution Retirement System: Officials elected on or after October 1, 1990 and first taking office before January 1, 2010, shall belong to the City of Lansing Defined Contribution Money Purchase Pension Plan. The Plan provides for:

1) A City contribution totaling 6% of the Councilmembers' gross salary. The Plan is administered by Wells Fargo.

2) The Councilmember becomes eligible for City contributions following six (6) months of service and must be enrolled in the Plan prior to completion of six (6) months of service in order to self direct the investment options of their retirement account. Failure to enroll prior to completion of six (6) months of service shall result in the City transferring monies into the Plan which shall default to the GIC (Guaranteed Investment Contract) Fund.

3) The Councilmember will be notified by the Department of Human Resources of the next quarterly enrollment session in order to receive their enrollment packet to facilitate timely enrollment and self direction of the Councilmember's investment decisions. Enrollment is initiated following the quarterly enrollment session.

4) The Councilmember has the option of contributing up to five percent (5%) of their compensation each Plan Year, subject to certain limits imposed by law.

5) At the end of three full years of service the Councilmember will be vested for all City contributions. Should the Councilmember leave at the end of three full years the Councilmember will have the following options:

- Lump sum payment subject to applicable taxes;
- Rollover monies into another tax deferred investment option; or
- Leave monies in the plan and continue to be invested tax deferred.

6) The Councilmember is also eligible for a City paid long-term disability policy which is administered by the selected vendor following the completion of six (6) months of service. The Councilmember shall receive information pertaining to the long-term disability policy at the quarterly enrollment session.

Retirement Health Care: For all officials elected after October 29, 1990 and taking office before January 1, 2010 who exercised the option to participate in retiree healthcare, the City will provide retirement health care coverage up to 100% of the premium for the Base Plan health care coverage provided to the active Mayor and Clerk. Retirement health coverage shall begin at the date of termination of employment with the City, provided the Councilmember has at least 15 years of service with the City and be at least the age of 55. This coverage is available at a cost of 3.25% of the Council member's gross pay. This coverage shall be the same insurance coverage provided to the active Mayor and Clerk. Retirees shall convert to complementary coverage at their Medicare eligibility date.

Retiree Healthcare Opt out: Councilmembers who receive Retirement Health Care insurance will be allowed to opt out of the City's health care plan annually, during the City's open enrollment period provided the Councilmember provides written proof of coverage from another source. Any Councilmember who opts out of the City's health care plan will be eligible to receive $1,800 in any year in which they receive coverage from another source. In addition, such payments will be made twice a year, by separate check, following the period of time the Councilmember had alternate coverage.

Department of Human Resources, 8th Floor, 124 W. Michigan, Lansing MI 48933. Phone: 483-4014

EQUAL OPPORTUNITY EMPLOYER

Revised 4/21/04: Retiree dental
Revised 03/28/2007: Vision
Revised 03/30/09: Phased elimination of benefits for Councilmembers
Revised 03/22/11: For clarity
Revised 4/02/13: To provide for three tier optional health insurance plans in compliance with PA 152 of 2011, and other clarifications
Revised 3/5/2015: For technical corrections and clarifications
Revised 3/17/2017 For Clerk and Mayor Compensation
Revised 3/14/19 for Compensation

Elected Officers Compensation Commission

March 14, 2019

Mr. Chris Swope
Lansing City Clerk
Ninth Floor, City Hall
Lansing, Michigan 48933

Dear Mr. Swope:

As Secretary to the City of Lansing Elected Officers Compensation Commission, I hereby submit the attached 2019 Salary Determination Letter and 2019 Elected Officials Summary of Fringe Benefits for filing as the 2019 determination of the Elected Officers Compensation Commission for the Mayor.

If you have any questions with respect to this filing, please do not hesitate to contact me.

Thank you for your assistance.

Sincerely,

Sherrie Boak

Sherrie Boak
City Council Office Manager
Elected Officers Compensation Commission Recording Secretary

Elected Officers Compensation Commission

March 14, 2019

Council President Carol Wood
Members of the Lansing City Council
Tenth Floor City Hall
Lansing, Michigan 48933

Dear President Wood and Councilmembers:

The Elected Officers Compensation Commission (EOCC) met in committee during February and March 2019. The EOCC reviewed internal economic and financial documents and the current salary and benefit compensation packages of the Mayor, City Clerk, and members of the City Council. In addition, the EOCC compared various salary structures held by similar officers in comparable communities across Michigan and neighboring States. The following people attended the Commission meetings to answer questions and share their thoughts; Chris Swope, Samantha Harkins and Angela Bennett. In addition, the Commission presented to the City Council at their Committee of the Whole meeting on March 11, 2019.

Our determination is based on the National and State economic climate, the current financial condition of the City, our review of executive and legislative responsibilities, and salary/benefit comparisons with other Michigan communities. The Commission considered the compensation history for all relevant positions going back as far as 1991, and considered the feedback from various executive officers and City staff.

Our determination, which shall be implemented on January 1, 2019, makes changes to the compensation provided to the Mayor.

DETERMINATION

Salaries

The Commission determines that annual salaries, and respective effective dates, shall be as follows:

	January 1, 2019	January 1, 2020	January 1, 2021
Mayor:	$134,058.25	$136,739.42	$139,610.95

Fringe Benefits

The Commission adopts by reference the Elected Officials summary of Fringe Benefits 2019, attached. The benefits are to be provided for the elected officials as set forth therein. However, it is intended that the elected officers who receive healthcare benefits, receive the same level and types of coverages as the City provides to its other employees. Therefore, if the State of Michigan legislates to alter the amounts a City may pay towards providing its employees' healthcare or otherwise limits such healthcare coverage, the legislation shall also affect the elected officials when it affects other City employees. Additionally, should the City decide to substitute insurance carriers or methods of providing coverage for economic advantage in place of the healthcare described in the attached summary, the City may do so, provided the current level of benefits are maintained or improved. Pursuant to previously approved fringe benefits for Council members, they may purchase health care at their own expense.

Other Compensation

It is acknowledged that none of the elected officers earn compensatory, vacation, or sick time, and upon termination, they are not entitled to any compensation for the same.

TRANSMITTAL

We, the members of the Elected Officers Compensation Commission, respectfully, adopt the collective determinations now transmitted.

ELECTED OFFICERS COMPENSATION COMMISSION

Liisa Speaker
Chairperson

Gillian Dawson
Vice Chairperson

Brian Huggler
Member

Cassie Alley
Member

Jeff McAlvey
Member

Derek Melot
Member

City of Lansing

ELECTED OFFICIALS
Summary of Fringe Benefits
2019

Elected officials shall be eligible for City-provided health, dental, and life insurance coverage, and for participation in any deferred compensation program, as summarized below. Unless otherwise noted, this Summary of Fringe Benefits is operative on JULY 1, 2019. The last adopted recommended Summary of Fringe Benefits remains operative until that date.

I. FOR THE MAYOR AND CITY CLERK ONLY:

Health Insurance: The City of Lansing shall provide at the time of being sworn in or during an annual open enrollment period the following choice of medical insurances. Coverage will be effective the first (1st) day of the month following the date the Mayor or Clerk, respectively, are sworn in. If an elected official chooses a non-base plan, he or she will be required to pay the difference between the base and non-base plan, in addition to any premium share. Elected officials selecting the base plan below will receive a $400 cash payment incentive for each plan year chosen.

- Base Plan - includes a $40.00 co-pay for office visits. Prescription drug co-pays are $10/$40/$80. This plan includes a $1000/single and $2000/ family in network deductible and 80% co-insurance. Emergency room services have a $250 co-pay and Urgent Care visits have a $60 co-pay.

- Option 1 - includes a $30.00 co-pay for office visits. Prescription drug co-pays are $10/$40/$80. This plan includes a $500/single and $1000/ family in network deductible and 80% co-insurance. Emergency room services have a $150 co-pay and Urgent Care visits have a $50 co-pay.

- Option 2 - includes a $20.00 co-pay for office visits. Prescription drug co-pays are $10/$20/$40 or $15/$25/$50 for Physician's Health Plan. This plan includes a $500 calendar year limit on preventative services, emergency room services with a $50 co-pay, and a 50% co-pay for mental health and substance abuse services.

The Base Plan is as provided above. If the Base Plan exceeds the state mandated hard cap amount, the elected official will pay the difference. If the elected official chooses to "buy up" to an optional plan (either Option 1 or Option 2) the elected official will be responsible for any cost differential between the Base Plan premium and the premium of the selected optional plan chosen. Benefit summaries and rate sheets are available in the Department of Human Resources.

Vision Plan: The Mayor and City Clerk are eligible to purchase the Blue Cross Blue Shield VSP 12/12/12 Vision Plan. This plan provides vision exams, lenses and frames, and contact lenses with co-pays.

Opt out: The Mayor and City Clerk will be allowed to opt out of the City's health care plan annually, during the City's open enrollment period provided the Mayor or City Clerk provides written proof of coverage from another source. The Mayor or City Clerk who opts out of the City's health care plan will be eligible to receive $1,800 in any year in which they receive coverage from another source. In addition, such payments will be made twice a year, by separate check, following the period of time the Mayor or Clerk had alternate coverage.

Dental Insurance: The City pays the full premium costs for the Dental plan provided by the City, coverage includes the Mayor and City Clerk and family members. Coverage includes 100% coverage for cleaning; 50% coverage for treatment costs with an $1,500 maximum per person per contract year. Mayor and City Clerk and dependents will also receive orthodontic coverage which provides fifty percent (50%) of treatment costs with a $3,500.00 lifetime maximum per person. Coverage is effective the first day of the month

following thirty calendar days of service. Booklets and summaries are available in the Department of Human Resources.

Retiree Dental Insurance: Eligible retirees shall be covered by the same insurance as the active Mayor and City Clerk. The Mayor and City Clerk shall become eligible for retiree dental insurance beginning at the date of termination of employment with the City, or at age fifty-five (55), whichever is later; provided the Mayor or City Clerk respectively has at least fifteen (15) years of service with the City.

AFLAC: The Mayor and City Clerk will have the opportunity to pay for medical insurance premiums, unreimbursed medical expenses, and dependent care costs with pretax dollars through AFLAC. AFLAC also offers supplemental insurances that may be purchased on a pretax basis through payroll deduction. The maximum annual benefit for AFLAC medical insurance premiums and unreimbursed maximum medical expenses shall be the sum permitted by the Internal Revenue Code. The maximum benefit for AFLAC dependent care costs shall be the sum permitted by the Internal Revenue Code.

Life Insurance: The City pays the premium for a base $50,000 of group life and $50,000 Accidental Death and Dismemberment Insurance for the Mayor and City Clerk. Life insurance coverage for dependents is available for a reasonable cost to the Mayor and City Clerk, in accordance with the following schedule:

Spouse	$25,000
Unmarried child, age 14 days to 6 months	$500
6 months to 23 years	$ 2,000

Coverage is effective one (1) month and one (1) day following the commencement of service. Summaries are available in the Department of Human Resources.

Vacation: No accrued time for sick leave, vacation, or personal time shall exist or be required.

Parking/Transportation: The Mayor and City Clerk shall have designated parking in the basement of City Hall.

Vehicle: An automobile will be provided for the regular full time use of the Mayor.

Deferred Compensation: The Mayor and City Clerk shall be eligible to participate in the City's deferred compensation 457 plans as may be offered by the City. Currently those plans include Voya and T. Rowe Price. The Mayor and City Clerk will be able to contribute up to the maximum allowed by the IRS annually through payroll deduction. Summaries are available in the Department of Human Resources.

Defined Contribution Retirement System: In accordance with the City Charter, officials elected on or after October 1, 1990 shall belong to the City of Lansing Defined Contribution Money Purchase Pension Plan. The Plan provides for:

1) A City contribution totaling 6% of the Mayor or City Clerk's gross salary. The Plan is administered by Wells Fargo Bank.

2) The Mayor and City Clerk become eligible for City contributions following six (6) months of service and must be enrolled in the Plan prior to completion of six (6) months of service in order to self-direct the investment options of their retirement account. Failure to enroll prior to completion of six (6) months of service shall result in the City transferring monies into the Plan which shall default to the fund designated as the default fund.

3) The Mayor and City Clerk will be notified by the Department of Human Resources of the next quarterly enrollment session in order to receive their enrollment packet to facilitate timely enrollment and self-direction of their respective investment decisions. Enrollment is initiated following the quarterly enrollment session.

4) The Mayor and City Clerk have the option of contributing up to five percent (5%) of their compensation each Plan Year, subject to certain limits imposed by law.

5) At the end of three full years of service the Mayor and City Clerk will be vested for all City contributions. Should the Mayor and City Clerk leave at the end of three full years the elected official will have the following options:

- Lump sum payment subject to applicable taxes;
- Rollover monies into another tax deferred investment option; or
- Leave monies in the plan and continue to be invested tax deferred.

6) The Mayor and City Clerk are also eligible for a City paid long-term disability policy which is administered by the selected vendor following the completion of six (6) months of service. The Mayor and City Clerk shall receive information pertaining to the long-term disability policy at the quarterly enrollment session.

Retirement Health Care: Optional: This is a one-time only option that must be made in writing within thirty (30) days after being officially sworn in or having elected to qualify on or before July 1, 2001. For all officials elected after October 29, 1990, the City agrees to provide retirement health care coverage up to 100% of the premium for the Base Plan health care coverage provided to active Mayor and City Clerk. Retirement health coverage shall begin at the date of termination of employment with the City, provided the Mayor and City Clerk have at least 15 years of service with the City and be at least 55 years of age. This coverage is available at a cost of 3.25% of the Mayor and City Clerk's respective gross pay. This coverage shall be the same insurance coverage provided to the active Mayor and Clerk. Retirees shall convert to complementary coverage at their Medicare eligibility date. Retiree health benefits shall not include spouse or family coverage for a Mayor or City Clerk first elected after July 1, 2009.

II. FOR CITY COUNCILMEMBERS:

The fringe benefits designated in this Section II are for City Councilmembers.

Health Insurance: Councilmembers shall have the option to purchase health care insurance, at their own expense. If chosen, coverage will be effective the first (1st) day of the month following the date the Councilmember is sworn in (commencement of service) or chosen during an annual open enrollment period. Current plans offered are:

- Base Plan - includes a $40.00 co-pay for office visits. Prescription drug co-pays are $10/$40/$80. This plan includes a $1000/single and $2000/ family in network deductible and 80% co-insurance. Emergency room services have a $250 co-pay and Urgent Care visits have a $60 co-pay.

- Option 1 - includes a $30.00 co-pay for office visits. Prescription drug co-pays are $10/$40/$80. This plan includes a $500/single and $1000/ family in network deductible and 80% co-insurance. Emergency room services have a $150 co-pay and Urgent Care visits have a $50 co-pay.

- Option 2 - includes a $15.00 co-pay for office visits. Prescription drug co-pays are $0/$15/$40. Emergency room services with a $50 co-pay, and a 50% co-pay for mental health and substance abuse services.

Benefit summaries and rate sheets are available in the Department of Human Resources.

Vision Plan: Councilmembers will be eligible to purchase the Blue Cross Blue Shield VSP 12/12/12 Vision Plan. This plan provides vision exams, lenses and frames, and contact lenses with co-pays.

Dental Insurance: Councilmembers shall have the option to purchase this dental insurance, at their own expense, on the same terms and at the same rate as other part-time employees of the City for whom such coverage is available, currently UAW. Coverage includes 100% coverage for cleaning; 50% coverage for treatment costs with a $1,500 maximum per person per benefit year. Councilmembers and dependents will also receive orthodontic coverage which provides fifty percent (50%) of treatment costs with a $3,000.00 lifetime maximum per person. Coverage is effective the first day of the month following thirty calendar days of service. Booklets and summaries are available in the Department of Human Resources.

Retiree Dental Insurance: Eligible retirees shall be covered by the same insurance as active Councilmembers. The Councilmember shall become eligible for retiree dental insurance beginning at the date of termination of employment with the City, or at age fifty-five (55), whichever is later; provided the Councilmember has at least fifteen (15) years of service with the City. Councilmembers first taking office on or after January 1, 2010, shall not be eligible for this benefit.

AFLAC: The Councilmembers will have the opportunity to pay for medical insurance premiums, unreimbursed medical expenses, and dependent care costs with pretax dollars through AFLAC. AFLAC also offers supplemental insurances that may be purchased on a pretax basis through payroll deduction. The maximum annual benefit for AFLAC medical insurance premiums and unreimbursed maximum medical expenses shall be the sum permitted by the Internal Revenue Code. The maximum benefit for AFLAC dependent care costs shall be the sum permitted by the Internal Revenue Code. Councilmembers first taking office on or after January 1, 2019 shall not be eligible for this benefit.

Life Insurance: Councilmembers are not eligible for City provided group life and Accidental Death and Dismemberment Insurance.

Vacation: No accrued time for sick leave, vacation, or personal time shall exist or be required.

Parking/Transportation: Councilmembers shall have designated parking as provided by the Rules adopted by City Council.

Deferred Compensation: Councilmembers shall be eligible to participate in the City's deferred compensation 457 plans as may be offered by the City. Currently those plans include Voya and T. Rowe Price. Councilmembers will be able to contribute up to the maximum allowed by the IRS annually through payroll deduction. Summaries are available in the Department of Human Resources.

Defined Contribution Retirement System: Officials elected on or after October 1, 1990 and first taking office before January 1, 2010, shall belong to the City of Lansing Defined Contribution Money Purchase Pension Plan. The Plan provides for:

1) A City contribution totaling 6% of the Councilmembers' gross salary. The Plan is administered by Wells Fargo.

2) The Councilmember becomes eligible for City contributions following six (6) months of service and must be enrolled in the Plan prior to completion of six (6) months of service in order to self direct the investment options of their retirement account. Failure to enroll prior to completion of six (6) months of service shall result in the City transferring monies into the Plan which shall default to the GIC (Guaranteed Investment Contract) Fund.

3) The Councilmember will be notified by the Department of Human Resources of the next quarterly enrollment session in order to receive their enrollment packet to facilitate timely enrollment and self direction of the Councilmember's investment decisions. Enrollment is initiated following the quarterly enrollment session.

4) The Councilmember has the option of contributing up to five percent (5%) of their compensation each Plan Year, subject to certain limits imposed by law.

5) At the end of three full years of service the Councilmember will be vested for all City contributions. Should the Councilmember leave at the end of three full years the Councilmember will have the following options:

   - Lump sum payment subject to applicable taxes;
   - Rollover monies into another tax deferred investment option; or
   - Leave monies in the plan and continue to be invested tax deferred.

6) The Councilmember is also eligible for a City paid long-term disability policy which is administered by the selected vendor following the completion of six (6) months of service. The Councilmember shall receive information pertaining to the long-term disability policy at the quarterly enrollment session.

Retirement Health Care: For all officials elected after October 29, 1990 and taking office before January 1, 2010 who exercised the option to participate in retiree healthcare, the City will provide retirement health care coverage up to 100% of the premium for the Base Plan health care coverage provided to the active Mayor and Clerk. Retirement health coverage shall begin at the date of termination of employment with the City, provided the Councilmember has at least 15 years of service with the City and be at least the age of 55. This coverage is available at a cost of 3.25% of the Council member's gross pay. This coverage shall be the same insurance coverage provided to the active Mayor and Clerk. Retirees shall convert to complementary coverage at their Medicare eligibility date.

Retiree Healthcare Opt out: Councilmembers who receive Retirement Health Care insurance will be allowed to opt out of the City's health care plan annually, during the City's open enrollment period provided the Councilmember provides written proof of coverage from another source. Any Councilmember who opts out of the City's health care plan will be eligible to receive $1,800 in any year in which they receive coverage from another source. In addition, such payments will be made twice a year, by separate check, following the period of time the Councilmember had alternate coverage.

Department of Human Resources, 8th Floor, 124 W. Michigan, Lansing MI 48933. Phone: 483-4014

EQUAL OPPORTUNITY EMPLOYER

Revised 4/21/04: Retiree dental
Revised 03/28/2007: Vision
Revised 03/30/09: Phased elimination of benefits for Councilmembers
Revised 03/22/11: For clarity
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Revised 3/5/2015: For technical corrections and clarifications
Revised 3/17/2017 For Clerk and Mayor Compensation
Revised 3/14/19 for Compensation

LANSING MICHIGAN

Elected Officers Compensation Commission

March 14, 2019

Mr. Chris Swope
Lansing City Clerk
Ninth Floor, City Hall
Lansing, Michigan 48933

Dear Mr. Swope:

As Secretary to the City of Lansing Elected Officers Compensation Commission, I hereby submit the attached 2019 Salary Determination Letter and 2019 Elected Officials Summary of Fringe Benefits for filing as the 2019 determination of the Elected Officers Compensation Commission for the City Clerk.

If you have any questions with respect to this filing, please do not hesitate to contact me.

Thank you for your assistance.

Sincerely,

Sherrie Boak

Sherrie Boak
City Council Office Manager
Elected Officers Compensation Commission Recording Secretary

Elected Officers Compensation Commission

March 14, 2019

Council President Carol Wood
Members of the Lansing City Council
Tenth Floor City Hall
Lansing, Michigan 48933

Dear President Wood and Councilmembers:

The Elected Officers Compensation Commission (EOCC) met in committee during February and March 2019. The EOCC reviewed internal economic and financial documents and the current salary and benefit compensation packages of the Mayor, City Clerk, and members of the City Council. In addition, the EOCC compared various salary structures held by similar officers in comparable communities across Michigan and neighboring States. The following people attended the Commission meetings to answer questions and share their thoughts; Chris Swope, Samantha Harkins and Angela Bennett. In addition, the Commission presented to the City Council at their Committee of the Whole meeting on March 11, 2019.

Our determination is based on the National and State economic climate, the current financial condition of the City, our review of executive and legislative responsibilities, and salary/benefit comparisons with other Michigan communities. The Commission considered the compensation history for all relevant positions going back as far as 1991, and considered the feedback from various executive officers and City staff.

Our determination, which shall be implemented on January 1, 2019, makes changes to the compensation provided to the City Clerk.

DETERMINATION

Salaries

The Commission determines that annual salaries, and respective effective dates, shall be as follows:

	January 1, 2019	January 1, 2020	January 1, 2021
City Clerk:	$90,902.77	$92,720.83	$94,667.97

Fringe Benefits

The Commission adopts by reference the Elected Officials summary of Fringe Benefits 2019, attached. The benefits are to be provided for the elected officials as set forth therein. However, it is intended that the elected officers who receive healthcare benefits, receive the same level and types of coverages as the City provides to its other employees. Therefore, if the State of Michigan legislates to alter the amounts a City may pay towards providing its employees' healthcare or otherwise limits such healthcare coverage, the legislation shall also affect the elected officials when it affects other City employees. Additionally, should the City decide to substitute insurance carriers or methods of providing coverage for economic advantage in place of the healthcare described in the attached summary, the City may do so, provided the current level of benefits are maintained or improved. Pursuant to previously approved fringe benefits for Council members, they may purchase health care at their own expense.

Other Compensation

It is acknowledged that none of the elected officers earn compensatory, vacation, or sick time, and upon termination, they are not entitled to any compensation for the same.

TRANSMITTAL

We, the members of the Elected Officers Compensation Commission, respectfully, adopt the collective determinations now transmitted.

ELECTED OFFICERS COMPENSATION COMMISSION

Liisa Speaker
Chairperson

Gillian Dawson
Vice Chairperson

Brian Huggler
Member

Cassie Alley
Member

Jeff McAlvey
Member

Derek Melot
Member

City of Lansing

ELECTED OFFICIALS
Summary of Fringe Benefits
2019

Elected officials shall be eligible for City-provided health, dental, and life insurance coverage, and for participation in any deferred compensation program, as summarized below. Unless otherwise noted, this Summary of Fringe Benefits is operative on JULY 1, 2019. The last adopted recommended Summary of Fringe Benefits remains operative until that date.

I. FOR THE MAYOR AND CITY CLERK ONLY:

Health Insurance: The City of Lansing shall provide at the time of being sworn in or during an annual open enrollment period the following choice of medical insurances. Coverage will be effective the first (1st) day of the month following the date the Mayor or Clerk, respectively, are sworn in. If an elected official chooses a non-base plan, he or she will be required to pay the difference between the base and non-base plan, in addition to any premium share. Elected officials selecting the base plan below will receive a $400 cash payment incentive for each plan year chosen.

- Base Plan - includes a $40.00 co-pay for office visits. Prescription drug co-pays are $10/$40/$80. This plan includes a $1000/single and $2000/ family in network deductible and 80% co-insurance. Emergency room services have a $250 co-pay and Urgent Care visits have a $60 co-pay.

- Option 1 - includes a $30.00 co-pay for office visits. Prescription drug co-pays are $10/$40/$80. This plan includes a $500/single and $1000/ family in network deductible and 80% co-insurance. Emergency room services have a $150 co-pay and Urgent Care visits have a $50 co-pay.

- Option 2 - includes a $20.00 co-pay for office visits. Prescription drug co-pays are $10/$20/$40 or $15/$25/$50 for Physician's Health Plan. This plan includes a $500 calendar year limit on preventative services, emergency room services with a $50 co-pay, and a 50% co-pay for mental health and substance abuse services.

The Base Plan is as provided above. If the Base Plan exceeds the state mandated hard cap amount, the elected official will pay the difference. If the elected official chooses to "buy up" to an optional plan (either Option 1 or Option 2) the elected official will be responsible for any cost differential between the Base Plan premium and the premium of the selected optional plan chosen. Benefit summaries and rate sheets are available in the Department of Human Resources.

Vision Plan: The Mayor and City Clerk are eligible to purchase the Blue Cross Blue Shield VSP 12/12/12 Vision Plan. This plan provides vision exams, lenses and frames, and contact lenses with co-pays.

Opt out: The Mayor and City Clerk will be allowed to opt out of the City's health care plan annually, during the City's open enrollment period provided the Mayor or City Clerk provides written proof of coverage from another source. The Mayor or City Clerk who opts out of the City's health care plan will be eligible to receive $1,800 in any year in which they receive coverage from another source. In addition, such payments will be made twice a year, by separate check, following the period of time the Mayor or Clerk had alternate coverage.

Dental Insurance: The City pays the full premium costs for the Dental plan provided by the City, coverage includes the Mayor and City Clerk and family members. Coverage includes 100% coverage for cleaning; 50% coverage for treatment costs with an $1,500 maximum per person per contract year. Mayor and City Clerk and dependents will also receive orthodontic coverage which provides fifty percent (50%) of treatment costs with a $3,500.00 lifetime maximum per person. Coverage is effective the first day of the month

following thirty calendar days of service. Booklets and summaries are available in the Department of Human Resources.

Retiree Dental Insurance: Eligible retirees shall be covered by the same insurance as the active Mayor and City Clerk. The Mayor and City Clerk shall become eligible for retiree dental insurance beginning at the date of termination of employment with the City, or at age fifty-five (55), whichever is later; provided the Mayor or City Clerk respectively has at least fifteen (15) years of service with the City.

AFLAC: The Mayor and City Clerk will have the opportunity to pay for medical insurance premiums, unreimbursed medical expenses, and dependent care costs with pretax dollars through AFLAC. AFLAC also offers supplemental insurances that may be purchased on a pretax basis through payroll deduction. The maximum annual benefit for AFLAC medical insurance premiums and unreimbursed maximum medical expenses shall be the sum permitted by the Internal Revenue Code. The maximum benefit for AFLAC dependent care costs shall be the sum permitted by the Internal Revenue Code.

Life Insurance: The City pays the premium for a base $50,000 of group life and $50,000 Accidental Death and Dismemberment Insurance for the Mayor and City Clerk. Life insurance coverage for dependents is available for a reasonable cost to the Mayor and City Clerk, in accordance with the following schedule:

Spouse	$25,000
Unmarried child, age 14 days to 6 months	$500
6 months to 23 years	$ 2,000

Coverage is effective one (1) month and one (1) day following the commencement of service. Summaries are available in the Department of Human Resources.

Vacation: No accrued time for sick leave, vacation, or personal time shall exist or be required.

Parking/Transportation: The Mayor and City Clerk shall have designated parking in the basement of City Hall.

Vehicle: An automobile will be provided for the regular full time use of the Mayor.

Deferred Compensation: The Mayor and City Clerk shall be eligible to participate in the City's deferred compensation 457 plans as may be offered by the City. Currently those plans include Voya and T. Rowe Price. The Mayor and City Clerk will be able to contribute up to the maximum allowed by the IRS annually through payroll deduction. Summaries are available in the Department of Human Resources.

Defined Contribution Retirement System: In accordance with the City Charter, officials elected on or after October 1, 1990 shall belong to the City of Lansing Defined Contribution Money Purchase Pension Plan. The Plan provides for:

1) A City contribution totaling 6% of the Mayor or City Clerk's gross salary. The Plan is administered by Wells Fargo Bank.

2) The Mayor and City Clerk become eligible for City contributions following six (6) months of service and must be enrolled in the Plan prior to completion of six (6) months of service in order to self-direct the investment options of their retirement account. Failure to enroll prior to completion of six (6) months of service shall result in the City transferring monies into the Plan which shall default to the fund designated as the default fund.

3) The Mayor and City Clerk will be notified by the Department of Human Resources of the next quarterly enrollment session in order to receive their enrollment packet to facilitate timely enrollment and self-direction of their respective investment decisions. Enrollment is initiated following the quarterly enrollment session.

4) The Mayor and City Clerk have the option of contributing up to five percent (5%) of their compensation each Plan Year, subject to certain limits imposed by law.

5) At the end of three full years of service the Mayor and City Clerk will be vested for all City contributions. Should the Mayor and City Clerk leave at the end of three full years the elected official will have the following options:

- Lump sum payment subject to applicable taxes;
- Rollover monies into another tax deferred investment option; or
- Leave monies in the plan and continue to be invested tax deferred.

6) The Mayor and City Clerk are also eligible for a City paid long-term disability policy which is administered by the selected vendor following the completion of six (6) months of service. The Mayor and City Clerk shall receive information pertaining to the long-term disability policy at the quarterly enrollment session.

Retirement Health Care: Optional: This is a one-time only option that must be made in writing within thirty (30) days after being officially sworn in or having elected to qualify on or before July 1, 2001. For all officials elected after October 29, 1990, the City agrees to provide retirement health care coverage up to 100% of the premium for the Base Plan health care coverage provided to active Mayor and City Clerk. Retirement health coverage shall begin at the date of termination of employment with the City, provided the Mayor and City Clerk have at least 15 years of service with the City and be at least 55 years of age. This coverage is available at a cost of 3.25% of the Mayor and City Clerk's respective gross pay. This coverage shall be the same insurance coverage provided to the active Mayor and Clerk. Retirees shall convert to complementary coverage at their Medicare eligibility date. Retiree health benefits shall not include spouse or family coverage for a Mayor or City Clerk first elected after July 1, 2009.

II. FOR CITY COUNCILMEMBERS:

The fringe benefits designated in this Section II are for City Councilmembers.

Health Insurance: Councilmembers shall have the option to purchase health care insurance, at their own expense. If chosen, coverage will be effective the first (1st) day of the month following the date the Councilmember is sworn in (commencement of service) or chosen during an annual open enrollment period. Current plans offered are:

- Base Plan - includes a $40.00 co-pay for office visits. Prescription drug co-pays are $10/$40/$80. This plan includes a $1000/single and $2000/ family in network deductible and 80% co-insurance. Emergency room services have a $250 co-pay and Urgent Care visits have a $60 co-pay.

- Option 1 - includes a $30.00 co-pay for office visits. Prescription drug co-pays are $10/$40/$80. This plan includes a $500/single and $1000/ family in network deductible and 80% co-insurance. Emergency room services have a $150 co-pay and Urgent Care visits have a $50 co-pay.

- Option 2 - includes a $15.00 co-pay for office visits. Prescription drug co-pays are $0/$15/$40. Emergency room services with a $50 co-pay, and a 50% co-pay for mental health and substance abuse services.

Benefit summaries and rate sheets are available in the Department of Human Resources.

Vision Plan: Councilmembers will be eligible to purchase the Blue Cross Blue Shield VSP 12/12/12 Vision Plan. This plan provides vision exams, lenses and frames, and contact lenses with co-pays.

Dental Insurance: Councilmembers shall have the option to purchase this dental insurance, at their own expense, on the same terms and at the same rate as other part-time employees of the City for whom such coverage is available, currently UAW. Coverage includes 100% coverage for cleaning; 50% coverage for treatment costs with a $1,500 maximum per person per benefit year. Councilmembers and dependents will also receive orthodontic coverage which provides fifty percent (50%) of treatment costs with a $3,000.00 lifetime maximum per person. Coverage is effective the first day of the month following thirty calendar days of service. Booklets and summaries are available in the Department of Human Resources.

Retiree Dental Insurance: Eligible retirees shall be covered by the same insurance as active Councilmembers. The Councilmember shall become eligible for retiree dental insurance beginning at the date of termination of employment with the City, or at age fifty-five (55), whichever is later; provided the Councilmember has at least fifteen (15) years of service with the City. Councilmembers first taking office on or after January 1, 2010, shall not be eligible for this benefit.

AFLAC: The Councilmembers will have the opportunity to pay for medical insurance premiums, unreimbursed medical expenses, and dependent care costs with pretax dollars through AFLAC. AFLAC also offers supplemental insurances that may be purchased on a pretax basis through payroll deduction. The maximum annual benefit for AFLAC medical insurance premiums and unreimbursed maximum medical expenses shall be the sum permitted by the Internal Revenue Code. The maximum benefit for AFLAC dependent care costs shall be the sum permitted by the Internal Revenue Code. Councilmembers first taking office on or after January 1, 2019 shall not be eligible for this benefit.

Life Insurance: Councilmembers are not eligible for City provided group life and Accidental Death and Dismemberment Insurance.

Vacation: No accrued time for sick leave, vacation, or personal time shall exist or be required.

Parking/Transportation: Councilmembers shall have designated parking as provided by the Rules adopted by City Council.

Deferred Compensation: Councilmembers shall be eligible to participate in the City's deferred compensation 457 plans as may be offered by the City. Currently those plans include Voya and T. Rowe Price. Councilmembers will be able to contribute up to the maximum allowed by the IRS annually through payroll deduction. Summaries are available in the Department of Human Resources.

Defined Contribution Retirement System: Officials elected on or after October 1, 1990 and first taking office before January 1, 2010, shall belong to the City of Lansing Defined Contribution Money Purchase Pension Plan. The Plan provides for:

1) A City contribution totaling 6% of the Councilmembers' gross salary. The Plan is administered by Wells Fargo.

2) The Councilmember becomes eligible for City contributions following six (6) months of service and must be enrolled in the Plan prior to completion of six (6) months of service in order to self direct the investment options of their retirement account. Failure to enroll prior to completion of six (6) months of service shall result in the City transferring monies into the Plan which shall default to the GIC (Guaranteed Investment Contract) Fund.

3) The Councilmember will be notified by the Department of Human Resources of the next quarterly enrollment session in order to receive their enrollment packet to facilitate timely enrollment and self direction of the Councilmember's investment decisions. Enrollment is initiated following the quarterly enrollment session.

4) The Councilmember has the option of contributing up to five percent (5%) of their compensation each Plan Year, subject to certain limits imposed by law.

5) At the end of three full years of service the Councilmember will be vested for all City contributions. Should the Councilmember leave at the end of three full years the Councilmember will have the following options:

   - Lump sum payment subject to applicable taxes;
   - Rollover monies into another tax deferred investment option; or
   - Leave monies in the plan and continue to be invested tax deferred.

6) The Councilmember is also eligible for a City paid long-term disability policy which is administered by the selected vendor following the completion of six (6) months of service. The Councilmember shall receive information pertaining to the long-term disability policy at the quarterly enrollment session.

Retirement Health Care: For all officials elected after October 29, 1990 and taking office before January 1, 2010 who exercised the option to participate in retiree healthcare, the City will provide retirement health care coverage up to 100% of the premium for the Base Plan health care coverage provided to the active Mayor and Clerk. Retirement health coverage shall begin at the date of termination of employment with the City, provided the Councilmember has at least 15 years of service with the City and be at least the age of 55. This coverage is available at a cost of 3.25% of the Council member's gross pay. This coverage shall be the same insurance coverage provided to the active Mayor and Clerk. Retirees shall convert to complementary coverage at their Medicare eligibility date.

Retiree Healthcare Opt out: Councilmembers who receive Retirement Health Care insurance will be allowed to opt out of the City's health care plan annually, during the City's open enrollment period provided the Councilmember provides written proof of coverage from another source. Any Councilmember who opts out of the City's health care plan will be eligible to receive $1,800 in any year in which they receive coverage from another source. In addition, such payments will be made twice a year, by separate check, following the period of time the Councilmember had alternate coverage.

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EQUAL OPPORTUNITY EMPLOYER

Revised 4/21/04: Retiree dental
Revised 03/28/2007: Vision
Revised 03/30/09: Phased elimination of benefits for Councilmembers
Revised 03/22/11: For clarity
Revised 4/02/13: To provide for three tier optional health insurance plans in compliance with PA 152 of 2011, and other clarifications
Revised 3/5/2015: For technical corrections and clarifications
Revised 3/17/2017 For Clerk and Mayor Compensation
Revised 3/14/19 for Compensation