



City Manager  
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TRANSMITTAL MEMORANDUM
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TO: The Honorable Mayor and City Council

FROM: Lacey G. Simpson, Acting City Manager

DATE: August 24, 2022

RE: **Ordinance No. 22-1952 – Amending Ketchikan Municipal Code Section 2.04.030 Entitled “Compensation Of Mayor,” And Ketchikan Municipal Code Section 2.04.040 Entitled, “Compensation Of Councilmembers;” And Establishing An Effective Date.**

The attached ordinance was prepared by City Attorney Mitch Seaver at the request of Councilmember Gass, who requested the ordinance at the August 18, 2022 City Council meeting as a future agenda item. If adopted, Ordinance No. 22-1952 reduces the compensation for the Mayor and City Councilmembers by \$100 for each regular meeting attended, or creating compensations for the Mayor and City Councilmembers at \$230 and \$200 respectively per regular meeting. This reduction will create a savings of \$19,200 for the various funds of General Government and Ketchikan Public Utilities that support Mayor and Council compensation.

Attached for City Council review is Section 2-3 of the City of Ketchikan Charter regarding how the Mayor and City Council may increase its compensation, which can be done via ordinance effective following a regular election or through a ballot initiative enacted by the qualified voters of the City. This said, should Ordinance No. 22-1952 be adopted, increasing Mayor and City Council compensation in the future will require adherence to the above provisions of the Charter. The City Council may be interested to understand that per the Ketchikan Municipal Code sections referenced in the draft ordinance, the Mayor receives a monthly expense allowance of \$195 and Councilmembers receive a monthly expense allowance of \$105, which are qualified as compensation. Per Charter, these allowances should be reimbursable and not additional compensation. If the City Council wished to eliminate these monthly expense allowances and offer these only on a reimbursement basis, \$11,160 in savings could be achieved. Lastly, attracting interested members of the community to serve as elected officials can at times be challenging. While it is unlikely that members of the public serve on elected boards due to the compensation received, the compensation should be reasonably commensurate with the duties performed and the time invested. The City Council should be mindful of how a reduction to compensation may impact future community interest in serving as an elected official.

The City Attorney will attend the City Council meeting of September 1, 2022, in order to address any questions and/or concerns that Councilmembers may have.

A motion has been prepared for City Council consideration.

### **RECOMMENDATION**

**Motion:** I move the City Council approve in first reading Ordinance No. 22-1952 amending Ketchikan Municipal Code Section 2.04.030 entitled "Compensation of Mayor," and Ketchikan Municipal Code Section 2.04.040 entitled, "Compensation of Councilmembers;" and establishing an effective date.

## Section 2-3 Councilmen: Compensation SHARE

The compensation of the mayor and councilmen shall be determined by a nonemergency or initiated ordinance; but no increase in the compensation, except when made by ordinance enacted by the qualified voters by initiative, shall become effective until after a regular city election has been held. The mayor and councilmen shall not receive any other compensation for any personal service rendered the city, but may be reimbursed for expenses incurred in the discharge of their official duties. (Amended by Resolution 1591, §2, approved by voters October 3, 1989)

**THE CITY OF KETCHIKAN, ALASKA**

**ORDINANCE NO. 22-1952**

**AN ORDINANCE OF THE COUNCIL OF THE CITY OF KETCHIKAN, ALASKA; AMENDING KETCHIKAN MUNICIPAL CODE SECTION 2.04.030 ENTITLED, “COMPENSATION OF MAYOR,” AND KETCHIKAN MUNICIPAL CODE SECTION 2.04.040 ENTITLED, “COMPENSATION OF COUNCILMEMBERS;” AND ESTABLISHING AN EFFECTIVE DATE.**

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF KETCHIKAN, ALASKA, AS FOLLOWS:

**Section 1: Amendment.** Section 2.04.030 of the Ketchikan Municipal Code, entitled “Compensation of mayor,” is hereby amended to read as follows:

“The mayor shall receive compensation at the rate of \$[3]230.00 for each regular meeting attended and \$187.50 for each special meeting of the council attended. The mayor shall receive a monthly expense allowance of \$195.00. The mayor shall receive the compensation provided for herein for any regular or special meeting not attended when the mayor’s absence from such meeting is required for city business; and provided further, the mayor shall receive compensation for not more than one regular meeting missed during each calendar year even though the mayor’s absence from such meeting was not required for city business.”

**Section 2: Amendment.** Section 2.04.040 of the Ketchikan Municipal Code, entitled “Compensation of councilmembers,” is hereby amended to read as follows:

“Each member of the council shall receive compensation at the rate of \$[3]200.00 for each regular meeting attended and \$150.00 for each special meeting of the council attended. Each councilmember shall receive a monthly expense allowance of \$105.00. A councilmember shall receive the compensation provided for herein for any regular or special meeting not attended when such councilmember’s absence from such meeting is required for city business; and provided, further, a councilmember shall be entitled to receive compensation for not more than one regular meeting missed during each calendar year even though such councilmember’s absence from such meeting was not required for city business.”

**Section 3: Effective Date.** This ordinance is effective one (1) month after its final passage and publication.

PASSED ON FIRST READING \_\_\_\_\_.

FINAL PASSAGE \_\_\_\_\_.

\_\_\_\_\_  
Dave Kiffer, Mayor

ATTEST:

\_\_\_\_\_  
Kim L. Stanker  
City Clerk

FYI: Bracketed language is intended to be removed from the existing ordinance, and underlined language in bold type is intended as an addition to the existing Ketchikan Municipal Code.

EFFECTIVE		DATE:	
ROLL CALL	YEA	NAY	ABSENT
BRADBERRY			
FLORA			
GAGE			
GASS			
KISTLER			
MAHTANI			
ZENGE			
MAYOR			

### **CITY ATTORNEY'S FILE**

Acting City Manager Simpson supplied the Council with a copy of the report of significant activities for the office of the City Attorney for the Month of July 2022

### **FUTURE AGENDA ITEMS**

Councilmember Gass said he would like staff to convene the Cooperative Relations Committee with the Ketchikan Gateway Borough, to partner with them to turn the lot on Bawden Street into a basketball court. He stated there is enough room for a basketball court and a few parking spaces. He informed he would like a report from the Police Chief on what our enforcement policy is regarding open container and disorderly conduct laws. Lastly, he asked for an ordinance to reduce Mayor and Council pay by \$100 for regular meetings.

Mayor Kiffer asked for a show of hands to ask staff for the report from the Police Chief and an ordinance to reduce Mayor and Council compensation, and at least four hands were shown.

Councilmember Bradberry questioned if we could create a non-profit trash bin fee that would offer a slight discount for non-profits. She said she would like to see an analysis, and if it is feasible, to offer that. Secondly, she would like to establish an email communication policy in regards to communication amongst the Council and staff to avoid the potential breach of the Open Meetings Act.

Clerk Stanker said she would work with Councilmember Bradberry to review and create an email policy.

Councilmember Mahtani said he would like to have the First City Homeless Shelter staff present what policies and procedures they have in place to help control the issues occurring outside of their building.

Acting City Manager Simpson said she has met with two of the First City Homeless Shelter (FCHS) board members, and said with the Council's permission, she would like representatives of FCHS to attend the next City Council meeting to verbally give an update and answer questions.

Councilmember Kistler said she would like a discussion relative to simplifying the issues between going from one tax rate to another.

Councilmember Gage said several years ago there was discussion on building a parking garage across the street from City Hall up to Edmonds Street, and would like to reconsider doing that, with the possibility of finding funding for the project.

### **MAYOR AND COUNCIL COMMENTS**

Councilmember Mahtani thanked staff. He felt they had a good discussion tonight and concluded all of the issues went well.

Councilmember Gass stated he was really impressed with the work from the Fire Department for getting that funding. He said regarding the homeless shelter, there is some validity to the issues the Council has heard about. He said the Council needs to start looking at some options or revisit the funding policy the City has with that organization. He informed he has heard a lot of comments regarding the facility being open 24-hours and maybe the hours need to be reduced going forward. He continued, he drives past the shelter driving to and from work every day and it is total anarchy, and the Council is going to have to make some tough decisions.