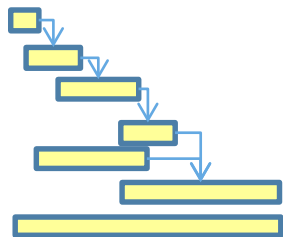


Council Compensation Task Force Preliminary Briefing Report



January 29, 2020

Preliminary Draft

Briefing Report Outline

- I. Task Force Charter
- II. Committee Composition & Working Schedule
- III. Data Collection, Analysis & Discussion
 - A. Current Financial Compensation
 - B. TP Council Level-of-Effort Survey
 - C. TP Compensation Comparisons to other Municipalities
 - D. 2003 Principles of Council Compensation
- IV. Task Force Recommendations
 - A. Develop Updated Principles of Council Compensation
 - B. Task Force Benefits Recommendations
- V. Council Compensation Summary Recommendations

I - Task Force Charter

The Council Compensation Task Force will review the salary and other compensation for the Mayor and City Council and recommend whether they should be changed. Recommendations will be considered by the current City Council. Any change made to the salary and compensation will be voted on by the current Council and take effect beginning with the Mayor and Council elected in 2020.

Questions for Consideration by the Task Force:

1. Are the principles of compensation still appropriate to guide this and future Compensation Task Forces? What, if any, changes do you recommend?
2. Consider racial equity in the review. Are the salary and level of benefits a barrier to running for office or serving on the City Council in Takoma Park? If so, what do you recommend?
3. Are there non-salary considerations, such as childcare, transportation, administrative support, constituent services, time spent in meetings, etc. that are barriers to service on the Council? If so, what do you recommend?
4. What other recommendations do you have?
5. What should be the salary and compensation for the Mayor and Council to be elected in 2020 and 2022?

II - Committee Composition & Work Schedule

Task Force Membership

- David Navari (Ward 3)
- Ashleigh Nugent (Ward 2)
- Fred Schultz (Ward 6)
- Kelley Skelton (Ward 6)
- Paul Weeda (Ward 3)
- Janet Williams (Ward 4)
- Bruce Williams (Ward 3)
- Enku Woldermedhin (Ward 4)

Working Meetings:

- November 25, 2019 at 7:30pm
- December 9, 2019 at 7:30pm
- December 16, 2019 at 7:30pm
- January 6, 2020 at 7:30pm
- January 27, 2020 at 7:30pm
- January 29, 2020 at 7:45 Initial Brief Out
- February 10, 2020 Planned Work Session
- February 25, 2020 Final Report Due

III - Data Collection, Analysis & Discussion

A - Current Financial Compensation

Sample Maximum Compensation Calculations				TPCCC2020		
Role: Mayor & Council		Status: EE+Spouse		Service: 22 years of Srvc		
Mayor Base Pay		City Paid Benefits		Total Compensation		
	+		=			
Council Base Pay		City Paid Benefits		Total Compensation		
	+		=			
Pay	Gross	Benefits*	City Contribution	Member Contribution	Total Contribution	
Salary						
Additional City Perks*	Training	Medical Insurance				
	Meals-closed sessions	Health Ins. Choice P				
	Snacks\refreshments	Dental High				
	Mileage	Vision Plan				
	City Pool Car	Sub total				
	Conferences	Retirement				
	Cell phone	SS\Medicare				
*Subject to City council budget approval		Pension				
		Sub total				
		Total				
Reference: https://interactive.marylandtaxes.com/extranet/cpb/paychkcalc/paychkcalc.aspx						
Reference: The City of takoma Park Monthly Insurance premium Plan Chart						
Reference: TP Clerk Jessie Carpenter provided these Benefit cost statement on 1/25/20202 based on the Monthly insurance Premiums						
Notes: Included highest level possible for insurances at employee plus spouse level.						
Pension: Employee contributes 7%						

Analysis in Progress – More Questions Prevent Publication

III - Data Collection, Analysis & Discussion

B - TP Council Level-of-Effort Survey

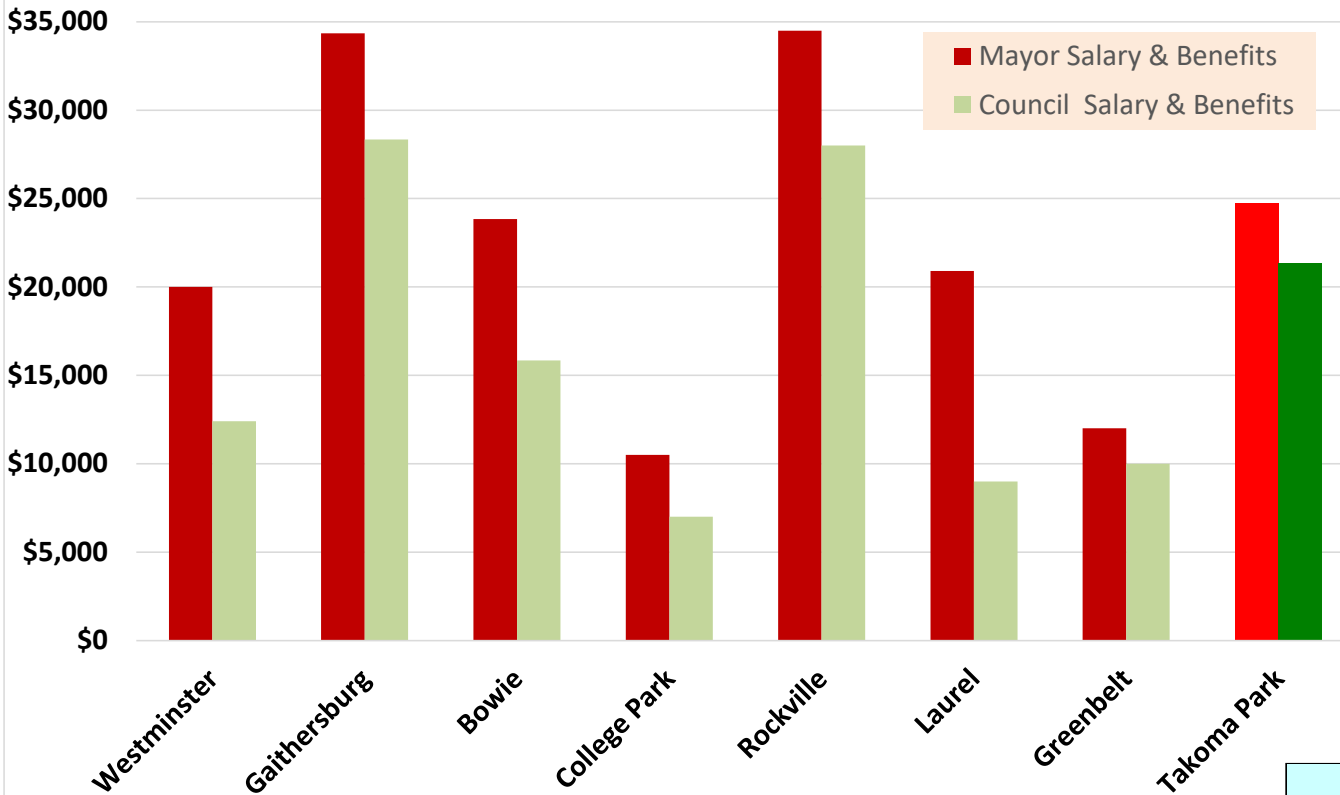
Data Collected and Reviewed by the Task Force Documented that the Members spend between 20 to 50 hours/week – Informal Data Collection Methodology and Telephone Preclude Publication of each Member's Answer

III - Data Collection, Analysis & Discussion

C - TP Compensation Comparisons to other Municipalities



**2019 Compensation Data (Salary+Benefits)
TP & Similar Size Municipalities**



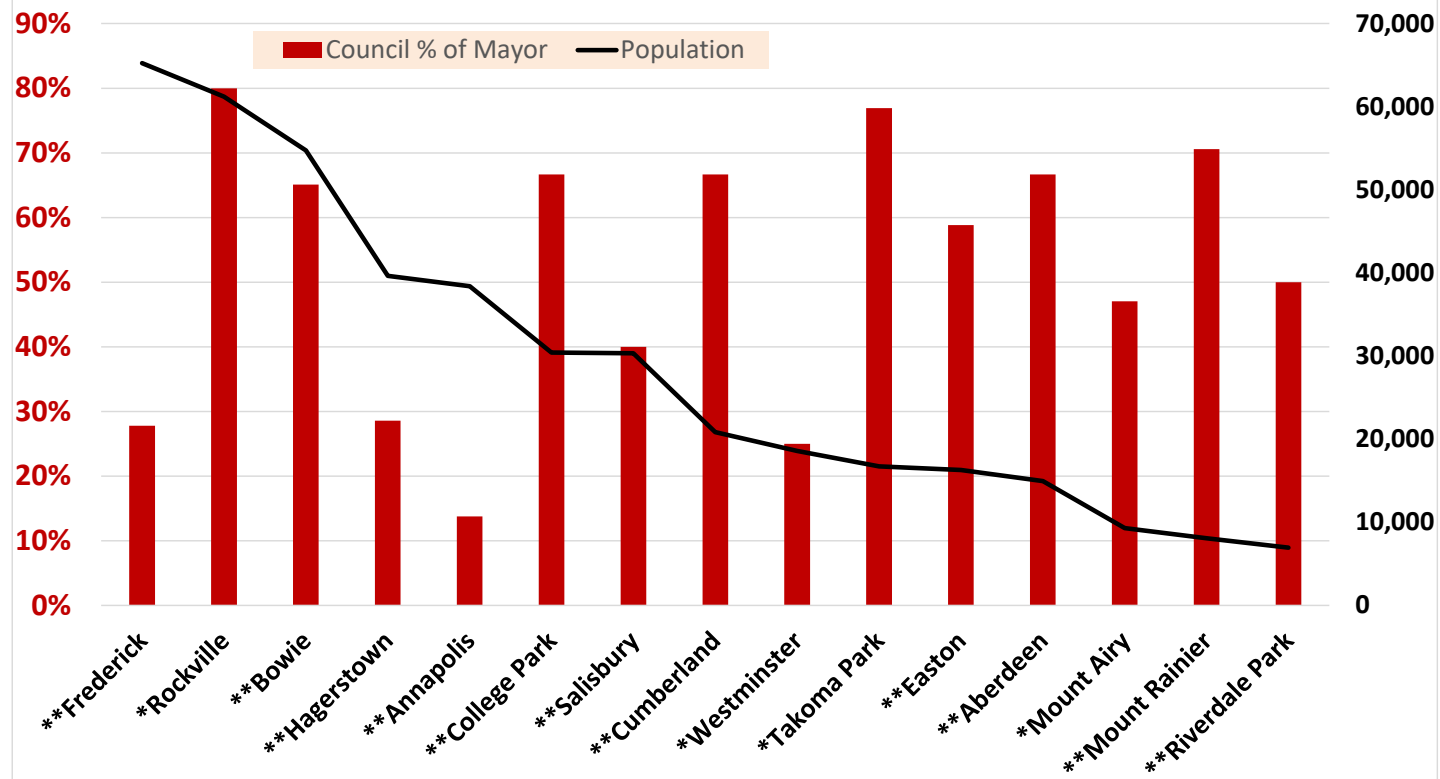
City	Mayor Annual Salary	Council Annual Salary	Insurance Benefits	City	Mayor Salary & Benefits	Council Salary & Benefits
Westminster	\$10,000	\$2,400	Medical & Dental Insurance	Westminster	\$20,000	\$12,400
Gaithersburg	\$30,000	\$24,000	\$4,346 to be used solely for benefits.	Gaithersburg	\$34,346	\$28,346
Bowie	\$23,839	\$15,839	No Benefits	Bowie	\$23,839	\$15,839
College Park	\$10,500	\$7,000	No Benefits	College Park	\$10,500	\$7,000
Rockville	\$34,500	\$28,000	No Benefits	Rockville	\$34,500	\$28,000
Laurel	\$20,900	\$8,997	No Benefits	Laurel	\$20,900	\$8,997
Greenbelt	\$12,000	\$10,000	No Benefits	Greenbelt	\$12,000	\$10,000
Takoma Park	\$14,771	\$11,363	50% of Lowest Base Insurance	Takoma Park	\$24,771	\$21,363

III - Data Collection, Analysis & Discussion

C - TP Compensation Comparisons to other Municipalities



2016 Compensation Data (15 Largest Cities)
Council Pay as a Percent of the Mayors

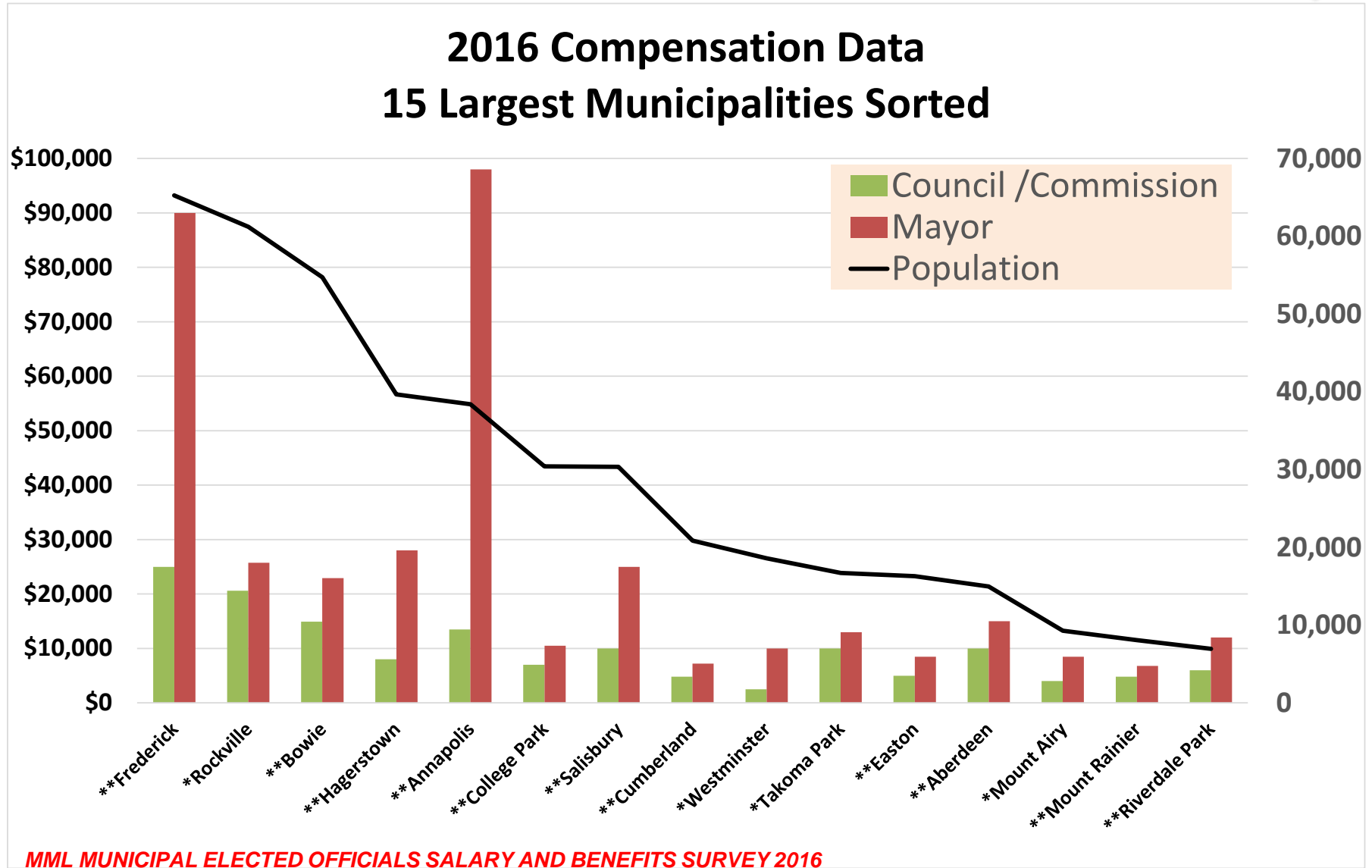


Municipality	Population	Mayor	Council /Commission	Council % of Mayor
**Frederick	65,239	\$90,000	\$25,000	28%
*Rockville	61,209	\$25,750	\$20,600	80%
**Bowie	54,727	\$22,909	\$14,909	65%
**Hagerstown	39,662	\$28,000	\$8,000	29%
**Annapolis	38,394	\$98,000	\$13,500	14%
**College Park	30,413	\$10,500	\$7,000	67%
**Salisbury	30,343	\$25,000	\$10,000	40%
**Cumberland	20,859	\$7,200	\$4,800	67%
*Westminster	18,590	\$10,000	\$2,500	25%
*Takoma Park	16,715	\$13,000	\$10,000	77%
**Easton	16,300	\$8,500	\$5,000	59%
**Aberdeen	14,959	\$15,000	\$10,000	67%
*Mount Airy	9,288	\$8,500	\$4,000	47%
**Mount Rainier	8,080	\$6,800	\$4,800	71%
**Riverdale Park	6,956	\$12,000	\$6,000	50%

MML MUNICIPAL ELECTED OFFICIALS SALARY AND BENEFITS SURVEY 2016

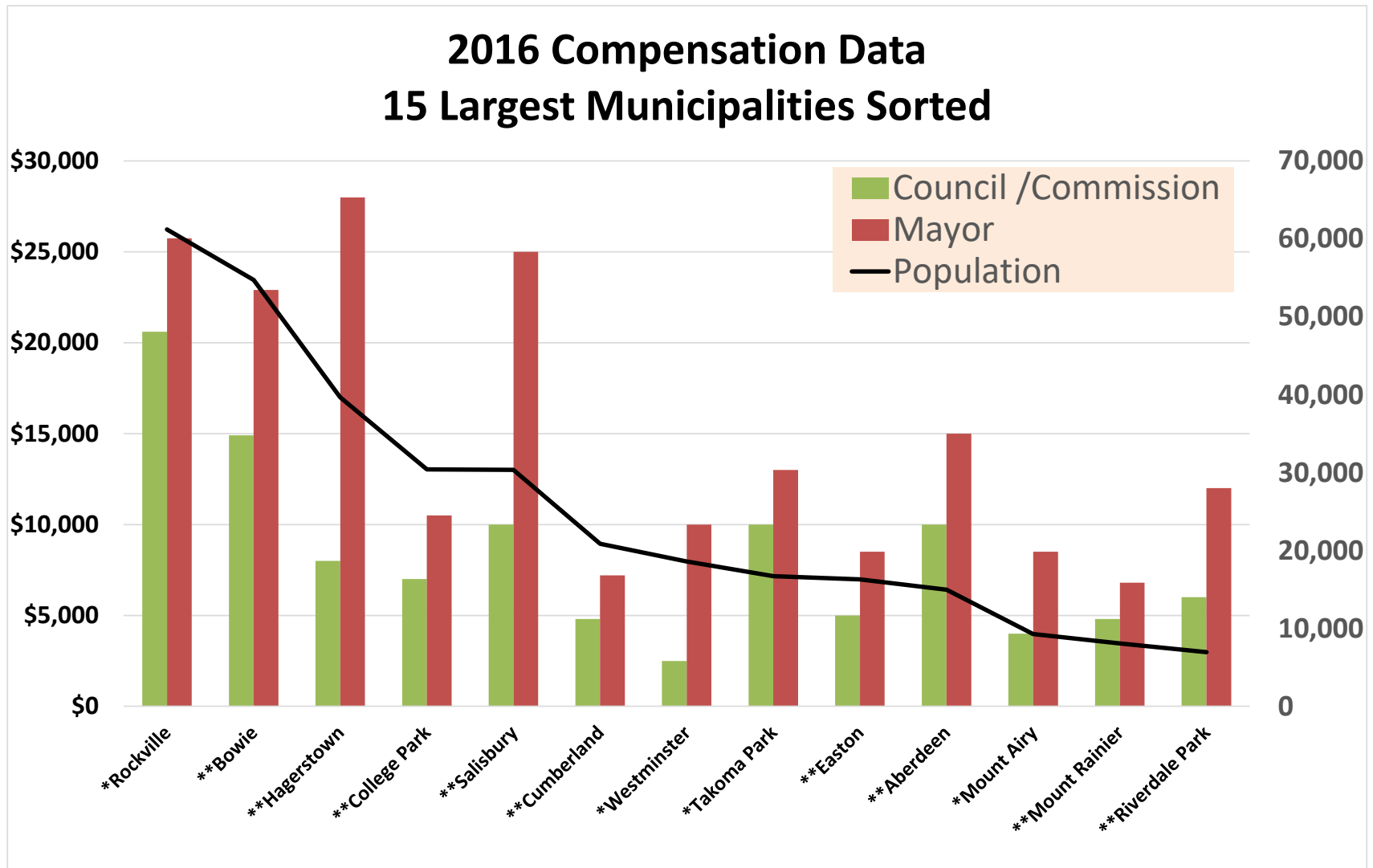
III - Data Collection, Analysis & Discussion

C - TP Compensation Comparisons to other Municipalities



III - Data Collection, Analysis & Discussion

C - TP Compensation Comparisons to other Municipalities



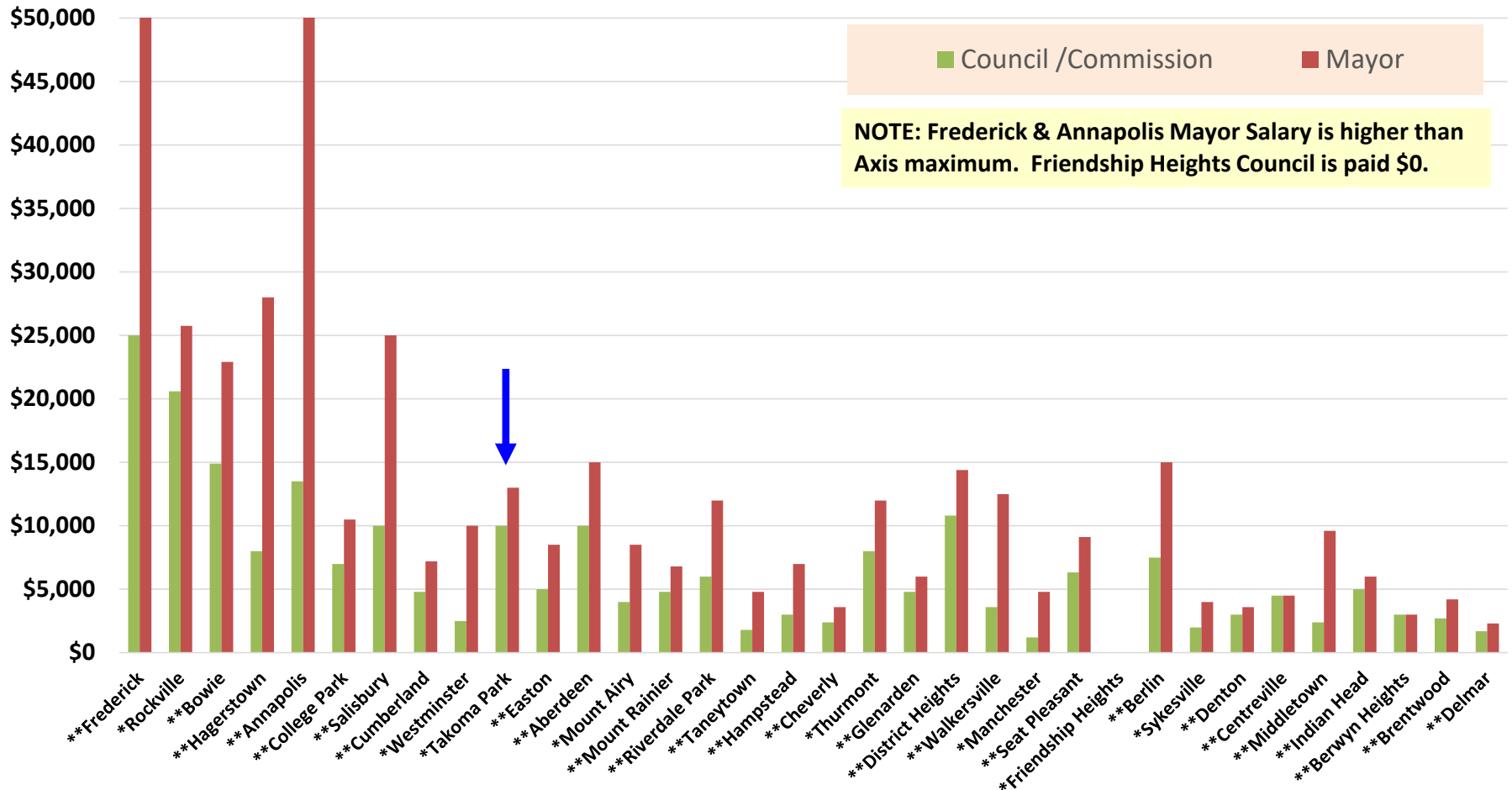
** Excludes Frederick & Annapolis whose Mayor is also the City Manager*

III - Data Collection, Analysis & Discussion

C - TP Compensation Comparisons to other Municipalities



2016 Compensation Data Municipalities Larger than 3,000 Citizens



MML MUNICIPAL ELECTED OFFICIALS SALARY AND BENEFITS SURVEY 2016

III - Data Collection, Analysis & Discussion

D - 2003 Principles of Council Compensation

1. The positions of Mayor and Councilmember are part-time and should be treated that way;
2. Full monetary compensation for the Mayor and Councilmembers is not appropriate;
3. It is appropriate to monetarily compensate the Mayor and Councilmembers to some extent for their work;
4. Monetary compensation creates an obligation for the Mayor and Councilmembers to perform their jobs;
5. Monetary compensation provides status to the Mayor and Councilmembers;
6. The Mayor's salary should be greater than that of Councilmembers; and
7. Compensation for the Mayor and Councilmembers should be comparable to Maryland municipalities of similar size and complexity

IV - Task Force Recommendations

A - Updated Principles of Council Compensation

Purpose: To provide the Mayor and Councilmembers with salary & non-salary benefits to help ensure that all residents have a fairer chance to run for city elective office.

1. The City of Takoma Park is committed to the fair and equitable administration of compensation, which includes salary and benefits.
2. Compensation shall be balanced between the City's financial condition, and the service and stewardship provided by the Mayor and Councilmembers.
3. In recognition of the high-quality community-centered services rendered by the Takoma Park City Council, the City should strive to maintain a compensation structure that provides fair and reasonable compensation which need not be comparable with municipalities of similar size.
4. In order to recognize increased responsibility, the Mayor's salary shall be greater than that of the Councilmembers.
5. Council compensation information shall be transparent and easily accessible.
6. Council compensation and the principles shall be reevaluated at least every four years.

IV - Task Force Recommendations

B – Task Force Benefits Recommendation

1. The Task Force recommends that the City provides a lump benefit to each councilmember in order to allow for the individual selection of financial benefits. A lump sum benefit will promote an equal and diverse benefits package by recognizing the individual needs of each councilmember.
2. The Task Force also recommends that the expansion of existing benefits to help ensure that the City is attempting to meet the individualized needs of each councilmember. Examples include childcare, dependent care, elder care, care for a family-member with a disability, deferred compensation, health insurance, supplement insurance).
3. The Task Force recommends a lump sum benefit of [blank].

Benefit Recommendations Address Council Directed Considerations: Racial Equity & Other barriers to Service such as (Childcare, Transportation, Time, etc.)

IV - Council Compensation Summary Recommendation

- **Task Force Guiding Principle:** One of the more important objectives in establishing salary recommendations and benefits is to consciously open the doors wider for city residents to realistically contemplate running for the offices of mayor and city council. We are unanimous in wanting more competitive races and in realizing the need to increase diversity of the candidates and ultimately the City Council. By increasing salaries and benefits enough, it may become practicable for more people to run for city office.
- **Diversity Objectives:** Diversity includes age, income, race, etc.
- **Task Force Compensation Recommendations: TBD**



City of Takoma Park