



# BUDGET COMMITTEE MEETING

Tuesday, May 21, 2024

Community Auditorium, 1915 Main Street

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David Andersen/Jennifer Thomas, Chair

Kaitlin Cecchini  
Tom Cook  
Teresa Galvin

Wolanda Groombridge  
David Maisel  
Debby Roth

[Zoom Webinar](#) Meeting ID: 825 3224 7392 Passcode: 20242025

**A. Call to Order**

1. Roll Call

**B. Public Comment Budget** Time provided for anyone wishing to speak to the Budget Committee on an item not on the agenda or on the agenda but not scheduled for a public hearing. Comments are limited to 2 minutes unless additional time is granted by the Presiding Officer. The public comment period shall not exceed 30 minutes unless a majority of Commission members present vote to extend the time. Written comments must be submitted to [jzaik@forestgrove-or.gov](mailto:jzaik@forestgrove-or.gov) by 9 a.m. the day of the meeting. Zoom attendees may use the “Raise Hand” option to be called on.

**C. Consent Agenda Budget** Items under the Consent Agenda are considered routine and will be adopted with a single motion, without separate discussion. Committee members who wish to remove an item from the Consent Agenda may do so prior to the motion. Any item(s) removed will be discussed and acted upon following the approval of the remaining item(s).

1. None.

**D. Additions/Deletions**

**E. Presentations**

1. **Compensation Study**  
PPT Presented by Paul Downey, Assistant City Manager/Finance Director

**F. Discussion**

1. **Mayor and Councilor Compensation**

**G. Adjournment**

**Americans with Disabilities Act (ADA) Notice:** The City of Forest Grove will make reasonable accommodations for participation in the meeting. Requests for assistance can be made by contacting the City Recorder's Office, 503-992-3235, [mwoods@forestgrove-or.gov](mailto:mwoods@forestgrove-or.gov), at least 48-hours in advance of the meeting.

**TO:** Budget Committee

**FROM:** Jesse VanderZanden, City Manager

**PROJECT TEAM:**

**MEETING DATE:** May 21, 2024

**SUBJECT TITLE:** **Compensation Study**  
PPT Presented by Paul Downey, Assistant City Manager/Finance Director

**ACTION REQUESTED:**

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**ISSUE STATEMENT:**

**BACKGROUND:**

**FISCAL IMPACT:**

**STAFF RECOMMENDATION:**

**ATTACHMENT(S):**

None

**TO:** Budget Committee

**FROM:** Jesse VanderZanden, City Manager

**PROJECT TEAM:**

**MEETING DATE:** May 21, 2024

**SUBJECT TITLE:** Mayor and Councilor Compensation

**ACTION REQUESTED:**

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**ISSUE STATEMENT:**

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**ATTACHMENT(S):**

1. Stipend Survey - City Councilors Mayor 2024 wFG v2

City	Mayor Term Limits # Term Length # of Terms	Council Term Limits # Term Length # of Terms	Total Annual Stipend	General Monthly Stipend Amount	Cell Phone Stipend or Other Stipend Amount	Health Insurance Options	Life Insurance Options	Long - Term Disability Options	Pension Options	Other Notes
Beaverton	4 Year Terms 3 consecutive terms (if appointed or elected for a term that is less than three years, the partial term does not count as a term.)	4 Year Terms 3 consecutive terms (if appointed or elected for a term that is less than three years, the partial term does not count as a term.)								Per Beaverton: Mayor has dedicated vehicle for official travel. Council has travel/training budget of \$50,000 for FY 24
Canby	2 Year Terms No Term Limit	2 Year Terms No Term Limit	Mayor: \$1,200.00 Councilor: \$1,200.00	Mayor: \$100.00 Councilor: \$100.00	Zero *City provides a tablet or laptop for use during their term.	None	None	None	None	Per Canby: Travel and meal reimbursements for conferences attended. Mayor and Council Travel and Training FY24 adopted budget of \$8,525.00.
Cornelius	2 Year Terms No Term Limit	4 Year Terms No Term Limit	Mayor: \$3,000.00 Councilor: \$3,000.00	Mayor: \$250.00 Councilor: \$250.00	Zero	None	None	None	None	Per Cornelius: Trainings and training expenses such as LOC conference are paid for.
Forest Grove	4 Year Terms No Term Limit	4 Year Terms No Term Limit	Mayor: \$ 3,744.00 Councilor: \$ 2,496.00	Mayor: \$ 312.00 Councilor: \$ 208.00	\$20.00/month wireless access for ipads. Every 3 years \$850.00 stipend for new ipad or laptop.	95/5 split. Forest Grove pays 95% of insurance premium.	None	None	None	Trainings and training expenses for LOC conference are paid and NLC conference is paid for three Council members every year.
Gladstone	4 Year Terms No Term Limit	4 Year Terms No Term Limit	Zero	Zero	Zero	None	None	None	None	Per Gladstone: Mayor and Council positions are all volunteer with no payment or benefits. Members are allowed to attend conferences and/or training that is paid for by the City.
Hillsboro	4 Year Terms 2 Term Limit	4 Year Terms 2 Term Limit	Mayor: \$54,180.00 Annually Council President: \$16,500.00 Annually Councilor: \$13,500.00 Annually	Mayor: \$4,000.00 (Service Stipend) + \$350.00 (Direct Expense Stipend) Council President: \$1,300.00 Councilor: \$1,050.00	Mayor: \$90.00/month for Cell Phone + \$75.00/month Technology Stipend Council President: \$75/month Technology Stipend Councilor: \$75.00/month Technology Stipend	None	\$10,000.00	None	None	Per Hillsboro: TriMet hopper pass, Clothing with logo. We pay for their training at LOC and NLC conferences as well as community dinners, passes to SHARC and the Hidden Creek Community Center.
Lake Oswego	4 Year Terms 2 Term Limit	4 Year Terms 2 Term Limit	Mayor: \$6,133.92 Annually Councilor: \$2,689.56 Annually	Mayor: \$511.16 Councilor: \$224.13	IT Department provides them with a device of their choosing - tablet, laptop, etc.	None	None	None	None	
McMinnville	4 Year Terms No Term Limit	4 Year Terms No Term Limit	Zero	Zero	Zero *City issued cell phones for Mayor and Councilors	None	None	None	None	Per McMinnville: Mayor and Councilors can attend trainings. There is no set budget for their trainings.
Milwaukie	4 Year Terms 2 consecutive term limit	4 Year Terms 2 consecutive term limit	Mayor: \$4,428.00 Annually Councilor: \$3,684.00 Annually *Stipends tied to CPI and adjusted with each biennial budget.	Mayor: \$369.00 Councilor: \$307.00 *Stipends tied to CPI and adjusted with each biennial budget.	Zero	None	None	None	None	Per Milwaukie: Each Council member has an education and training budget (\$5k per FY for the mayor, \$3k per FY for councilors) for conferences and travel. Council members have access to reserve city vehicles. Council members are also eligible for reimbursement of certain expenses to support their service on Council (child/adult care, mileage).
Newberg	4 Year Terms No Term Limit	4 Year Terms No Term Limit	Mayor: \$3,600.00 Councilor: \$2,400.00	Mayor: \$300.00 Councilor: \$200.00	City issued cell phone provided	None	None	None	None	Per Newberg: The mayor has \$1000 for expenses and projects, council has \$1000 collectively. The city pays for many dues and meetings with a total budget of \$37,000 for all of these and travel and training. This includes COG memberships.
Oregon City	4 year terms 2 terms in a 10 year period	4 year terms 2 terms in a 10 year period	Zero	Zero	Zero	None	None	None	None	
Sherwood	2 Year Terms No Term Limit	4 Year Terms 3 consecutive term limit	Zero	Zero	Zero	None	None	None	None	Per Sherwood: Trainings and training expenses such as LOC conference are paid for.
Tigard	4 Year Terms Cannot serve more than 8 consecutive years. No person shall serve on City Council for more than 12 consecutive years. A revision of the city charter is going to the voters in May 2024, and this could be changing.	4 year terms Councilor cannot serve for more than 8 consecutive years No person shall serve on City Council for more than 12 consecutive years. A revision of the city charter is going to the voters in May 2024, and this could be changing.	Mayor: \$61,236.60 Councilor: \$11,247.12	Mayor: \$4,795.05 Councilor: \$629.26	\$33/month	90% Premium covered	None	None	None	Mayor and Councilors receive a \$275/month vehicle stipend and a training budget.
Troutdale	4 Year Terms No Term Limit	4 Year Terms No Term Limit	Mayor: \$6,000.00 Councilor: \$600.00	Mayor: \$500.00 Councilor: \$50.00	Zero	None	None	None	None	Per Troutdale: The following expenses shall be reimbursed for the mayor and councilors: 1) registration, lodging, meals, parking and mileage for attending the League of Oregon Cities Annual Conference; 2) the mayor shall be reimbursed for registration, lodging, meals, parking and mileage for attending the Oregon Mayor's Association (OMA) Annual Conference; 3) Childcare expense actually incurred by a council member or mayor needed during times the elected official is attending official city council meetings and events, urban renewal agency board meetings, and non-city committees when appointed by the mayor to represent the city. Childcare shall only be reimbursed for care for children under the age of ten, and shall not exceed twenty dollars an hour, and shall be limited to a maximum of ten hours per month; 4) No other expenses shall be reimbursed unless pre-approved by the city council. The mayor and council shall follow the procedures for reimbursement of incurred expenses applicable to city employees. Expenses will only be reimbursed upon the approval of the finance director.
Tualatin	4 Year Terms No person shall be eligible to serve on the City Council more than twelve (12) years in any twenty (20) year period, whether serving as Councilor, Mayor, a pro tem member, or a combination thereof, except if a person has served only two terms as City Councilor, then that person shall be eligible to serve another two consecutive terms as Mayor.	4 Year Terms No person shall be eligible to serve on the City Council more than twelve (12) years in any twenty (20) year period, whether serving as Councilor, Mayor, a pro tem member, or a combination thereof, except if a person has served only two terms as City Councilor, then that person shall be eligible to serve another two consecutive terms as Mayor.	Mayor: \$240.00 credit annually toward water bill Councilor: \$240.00 credit annually toward water bill	Mayor: \$20.00/month credit toward water bill Councilor: \$20.00/month credit toward water bill	Mayor: \$750.00 Technology stipend given at beginning of their term. Councilor: \$750.00 Technology stipend given at beginning of their term.	The Mayor has 90% coverage of a full- family health insurance package of his/her choice. Councilors have 90% coverage of the employee-only tier of the same health insurance packages above. They also have the option to buy up to the full family coverage. Coverages very every year based off what is being offered to employees. If coverage is waived and can show proof of other coverage, can receive \$100.00/month stipend.	None	None	None	Per Tualatin: Training, travel, lodging, meals, transportation & parking are paid for per outlined council rules.
West Linn	4 Year Terms No Term Limit	4 Year Terms No Term Limit	Mayor: \$9,445.38 Councilor: \$5,909.90	Mayor: \$787.11 Councilor: \$492.49	Zero *City issued computers and cell phones for Mayor and Councilors	None	None	None	None	Per West Linn: All training, conference and travel related to training and conferences is paid for by City.
Wilsonville	4 year terms *No person shall be eligible to serve on the City Council more than 12 years in any 20 year period, whether serving as Councilor, Mayor, a pro tem member, or a combination thereof.	4 year terms *No person shall be eligible to serve on the City Council more than 12 years in any 20 year period, whether serving as Councilor, Mayor, a pro tem member, or a combination thereof.	Mayor: \$27,600.00 Council President: \$18,000.00 Councilor: \$10,200.00 *Stipends adjusted annually based on non-represented COLA.	Mayor: \$2,300.00 Council President: \$1,500.00 Councilor: \$850.00 *Stipends adjusted annually based on non-represented COLA.	Zero *City issued computers and cell phones for Mayor and Councilors	None	None	None	None	Per Wilsonville: Training and travel are offered but dependent on available budget at the time.

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