

## **CHAPTER 3: CITY COUNCIL**

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### **3.01 MAYOR AND CITY COUNCIL COMPENSATION**

(A) Base Salary. The base yearly salary for the Mayor of the City of Arlington shall be \$4,500 effective for the 2009 calendar year. The base yearly salary for each Council member shall be \$3,500 for the 2009 calendar year. Said salaries shall be paid in increments of 25 percent of the yearly salary at the end of each calendar quarter.

(B) Cost of Living Adjustment. The Mayor and Council members shall, on a calendar year basis, beginning with the 2010 calendar year, accumulate a cost of living adjustment (COLA) to their salaries in the same percentage as the cost of living inflation percentage for the preceding calendar year. The cost of living inflation adjustment set out in this section shall take effect biannually in accordance with Minnesota Statute 415.11, or any state law amending or replacement said Statute.

### **3.02 REGULAR MEETINGS**

Regular meetings of the City Council shall be held on the first and third Monday of each calendar month at 6:30 p.m. Any regular meeting falling upon a legal holiday shall be held on the next following business day at the same hour and place, or at a date, time and place decided by the Council with at least one published notice in the designated official newspaper. All meetings, including special and adjourned meetings, shall be held in the Council Chambers at the Community Center, or as designated by the City Council with notice of the place of meeting to be posted in the designated posting places as defined in Section 3.08.

### **3.03 SPECIAL MEETINGS**

Special meetings of the City Council may be called by the Mayor or by any two council members by writing filed with the City Administrator, who shall notify the Mayor and all council members of the time and place of meeting at least three days before the meeting. Said notice shall be in written form, delivered to the Mayor and council members either by mail, email, or personal delivery. The mayor, or in the Mayor's absence, the Vice-Mayor, shall preside at special meetings.

### **3.04 SPECIAL MEETING NOTICES**

At least three days before the meeting, written notice shall be posted in the designated posting places as defined in Section 3.08 and shall be mailed, emailed, or otherwise delivered to each person who has filed a written request for notice of special meetings. As an alternative to mailing or otherwise delivering notice to persons who have requested notice, notice may be published once at least three days before the meeting in the official newspaper.

### **3.05 WHEN TO CALL A SPECIAL MEETING**

The routine business of the City shall, whenever possible, be addressed at regular scheduled council meetings. Special meetings shall be called only if urgent business must be addressed in circumstances where it would be detrimental to the City to delay discussion or action until the next regular council meeting. Special meetings may also be called if the council needs to address a particularly complicated or lengthy issue which deserves special attention, and which would impede the conduct of routine business at a regular council meeting.

### **3.06 PUBLIC MEETINGS**

All Council meetings, including special and adjourned meetings and meetings of Council committees, shall be open to the public, except the Council may close a meeting as provided for by the Open Meeting Law, Minnesota Statute Chapter 13D as it may be amended from time to time.

### **3.07 SPECIAL MEETING AND COMMITTEE MEETING COMPENSATION**

There shall be no limit on the number of paid special council meetings or committee meetings in any calendar year. The attendance fee to be paid to the Mayor and council members for each special meeting or committee meeting shall be \$35.00. These attendance fees shall be paid at the end of each calendar quarter. The attendance fee may be amended in the future by City resolution.

### **3.08 DESIGNATED POSTING PLACES**

The official designated posting places of notices for all meetings of the Arlington City Council and Council Committees shall be the City Office bulletin board, Post Office bulletin board, and Library bulletin board.