

SHORELINE CITY COUNCIL SALARY COMMISSION

Meeting Notes

Tuesday, July 26, 2022, 5:00-6:30 pm

Shoreline City Hall Conference Room 440 and Via Microsoft Teams

PRESENT: Commissioner John Hoey, Commissioner Paula Itaoka, and Commissioner Robin McClelland

ABSENT: None

STAFF: John Norris, Assistant City Manager and Melissa Muir, Human Resources Director

GUESTS: Doug Johnson, Ralph Anderson and Associates

1. Welcome and Review Agenda

The meeting began at 5:06 pm when the Microsoft Teams recording was started with Commissioner Robin McClelland presiding. Commissioner McClelland outlined the agenda and the timing for the agenda items for this third meeting of the Salary Commission. Commissioner McClelland acknowledged that there was one member of the public attending the meeting remotely.

2. Review and Approval of June 23, 2022 Meeting Minutes

The Commission then reviewed the draft minutes from their June 30th meeting. Commissioner Hoey moved to approve the minutes, which was seconded by Commissioner Itaoka. The June 30 meeting minutes were approved unanimously.

3. Public Comment

Commissioner McClelland then sought public comment and Shoreline resident Tom McCormick joined remotely. Mr. McCormick thanked the Commission for volunteering their time and expressed interest in transparency in the salary survey and proposed that the data included in the survey be displayed in three columns, one for base compensation, another for other financial benefits, such as deferred retirement contributions, or voluntary employee beneficiary association (VEBA) contributions, and a final column for the total compensation. After a clarifying question from Commissioner Itaoka, Mr. McCormick said that he's not proposing anything complicated, just that the information be consolidated so the last column reflects total compensation for Councilmembers as the Commission compares this compensation to other jurisdictions. Mr. McCormick finally shared that he is in favor of compensating Shoreline Councilmembers at the top of the range acknowledging that they do a tremendous amount of work.

4. Comparable Jurisdictions Council Salary Survey

Ralph Anderson and Associates consultant Doug Johnson then presented the initial findings of the base City Council salary survey data. Mr. Johnson also noted that data on City Council benefits and compensation in lieu of benefits is still to be collected from several cities and will be provided at the Commission's next meeting. He also confirmed that the final report will include base salary, other compensation, and total compensation, as was requested as during the public comment period.

Mr. Johnson presented the base salary data for all jurisdictions except for the City of Marysville, which is still in process, and the City of Seattle, which was not recommended to be included in the survey analysis as their Council positions are not comparable to Shoreline Council positions. These jurisdictions are the same jurisdictions used by the City for employee salary surveys. Additionally, for the survey of the Mayor positions, for cities with a Mayor-Council form of government, the position of Council President was selected as a comparable position to the Shoreline Mayor. Mr. Johnson also shared that when benefit information or compensation in lieu of benefits is incorporated into the analysis, the results will likely change.

Following this discussion, the Commission all agreed that understanding the total compensation, including benefits or compensation in lieu of benefits, is necessary before a discussion can be had about Council compensation policy considerations. The Commission also agreed that having a greater number of comparable jurisdictions in the survey is better than having fewer, including those governments in the survey with a Mayor-Council form of government. Thus, the Commission agreed to include the 12 comparable jurisdictions currently in the survey, and also agreed to continue to exclude the City of Seattle from the salary survey.

Mr. Johnson concluded that he has heard how the Commission would like to break down the compensation information in the survey and capture policies, recognizing that nobody is doing exactly what the City of Shoreline is doing.

5. Finalize Current Councilmember Information Question

The Commission then discussed a survey question to be sent to the current City Council to help inform the work of the Salary Commission. This was a continuation of a discussion from the Commission's prior meeting where they discussed a survey question and provided feedback to staff on the specifics of the question. The Commission finalized the survey question by agreeing with Commissioner Itaoka's proposal to add "other quantitative" in the final sentence of the survey question in front of "considerations or aspects of the City Council role you would like the members of the commission to consider or be aware of as they engage in this effort." The Commission also made a few other minor stylistic edits to the survey question. The Commission also agreed to have staff send the question out to the Council using the SurveyMonkey survey tool.

The Commission then discussed the timing of sending the current City Councilmembers the survey question and giving them enough time to respond so that the results would be available prior to the Commission's next meeting. The Commission agreed to have staff send the survey out the following day and ask for Councilmember responses by August 5. The Commission also requested that the responses be provided in a format so that they could easily differentiate the anonymous authors of each response.

6. Adjourn

The meeting adjourned at 6:33 pm. Staff stated that they would coordinate with Commission members to schedule the next Commission meeting on August 16.