

SHORELINE CITY COUNCIL SALARY COMMISSION

Meeting Notes

Thursday, August 25, 2022, 4:30-6:00 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: None

Next meeting: Thursday, September 1, 2022, 5:00 – 6:30 pm

1. Welcome and Review Agenda

The meeting began at 5:02 pm when the Microsoft Teams meeting recording was started with Commissioner Robin McClelland presiding and all Salary Commission members present. Commissioner McClelland outlined the agenda and the timing for the agenda items. Staff identified that one member of the public joined the meeting shortly after it began.

2. Review and Approval of August 16, 2022 Commission Meeting Minutes

Commissioner Hoey made a motion, seconded by Commissioner Itaoka, to approve the minutes of August 16, 2022 with one typographical change on page 3. The minutes, as amended, were approved unanimously.

3. Public Comment

Commissioner McClelland then sought public comment and the one member of the public attending the meeting, Tom McCormick, stated that he would like to provide comment. Mr. McCormick thanked the Commission for looking at salaries and shared his comments on the record as well as by email. Mr. McCormack stated:

“After reviewing the Total Compensation Survey Results Memo, and the Current Council Information Survey Results, as well as having observed the workload and dedication of current and past Councilmembers, I think that it would be reasonable to increase the Councilmembers’ Salary + Benefits total compensation to an amount in the range of

\$2,500 to \$3,000 per month, with annual adjustments indexed at the lesser of 3% or the rate of inflation. That's my comment and I'll let you continue with your work."

4. Discussion of Council Total Compensation Options and Alternatives

The Commission then had a general discussion of total compensation options and alternatives, including the City Council's compensation structure and amount. The Commission discussed Commissioner McClelland's suggestion that the Council could be offered a menu of options, depending on individual preferences. She suggested that the Council be given the choice of taking the compensation in 1) all salary, 2) all deferred benefits, or 3) a combination of the two. She also reported that due to inflation, compared to a dollar in 2013, the value of today's dollar is \$1.27. The Commission discussed various factors that influence these options, such as market position amongst the City's comparable cities and inflation considerations.

The Commission also discussed Commissioner Itaoka's proposal for a compensation structure and amount change that was shared with the Commission for their consideration.

Following this discussion, Commissioner Itaoka made a motion, seconded by Commissioner Hoey, to: 1) abolish the benefits/deferred compensation in lieu of benefits portion of Council total compensation as it exists today; 2) set a single salary amount to represent Council compensation; and 3) provide a menu of compensation choices for Councilmembers to choose from 0% to 100% of their compensation to be taken as salary, to be allocated to deferred compensation as a retirement benefit, provided the deferred compensation plan permits such election, or to any combination of the two. Following discussion of this motion, it was approved unanimously. The Commission noted however that approval of this motion was subject to staff confirming this compensation structure change was both legal and administratively feasible.

Following this discussion, the Commission began discussing what Councilmember salaries should be set at. This included additional discussion of relating Shoreline City Council salaries to the market and to incentivize Councilmembers to lead with excellence and serve the community well. Commissioner Hoey then made a motion, which was seconded by Commissioner McClelland, to set Councilmember total compensation at \$2,300 per month, with an extra \$100 per month for Deputy Mayor and an extra \$250 per month for Mayor, which maintains the current compensation differential between Councilmembers and the Mayor and Deputy Mayor. Following additional discussion of this motion and the potential to decrease these monthly amounts by \$50 per month by Commissioner Itaoka so that Councilmember salaries were more in line with the median of the market, Commissioner Hoey moved to table his motion until the next Salary Commission meeting, which was tentatively set for September 1, 2022.

5. Guidance on Salary Commission Final Report Structure, Sections, and Content

At roughly 5:55 pm, the Commission then discussed their next meeting to continue the discussion and review the final compensation report to deliver to the City Clerk. They asked staff to prepare a draft outline of the report for this next meeting.

The Commission agreed that their next meeting, which they tentatively set for September 1, 2022, should continue the discussion on the tabled motion and review the outline of the final report to provide feedback on the report structure and content. Staff suggested that the final report include information on the work and background of the Commission, provide high-level data and information considered by the Commission, and provide the Commission's findings and decision on Council compensation.

As agreed at the August 16, 2022, meeting, the Commission asked staff to present the findings of the Commission's work to the City Council at a future time following submitting the findings to the City Clerk.

6. Adjourn

The Salary Commission meeting adjourned at 6:02 pm.