

CITY COUNCIL AGENDA ITEM
CITY OF SHORELINE, WASHINGTON

AGENDA TITLE:	Confirmation of Mayoral Appointments of the 2022 Salary Commission Members
DEPARTMENT:	Human Resources
PRESENTED BY:	Melissa Muir, Human Resources Director
ACTION:	<input type="checkbox"/> Ordinance <input type="checkbox"/> Resolution <input checked="" type="checkbox"/> Motion <input type="checkbox"/> Discussion <input type="checkbox"/> Public Hearing

PROBLEM/ISSUE STATEMENT:

As per [Ordinance No. 919](#), every four years commencing in 2022, three Salary Commission members are appointed by the Mayor subject to confirmation by the City Council. The purpose of the Salary Commission is to review, establish, and adjust the salaries and benefits for elected officials' salaries (the Mayor, Deputy Mayor, and City Councilmembers). The Salary Commission is composed of residents from the community who will determine the Council's salaries and benefits based on comparative market data.

To fill these three positions on the 2022 Salary Commission, the positions were advertised starting on February 1 with applications ultimately due by April 29. Four applications were received by the deadline, but it was determined that one applicant was not eligible for consideration to serve as they no longer are a Shoreline resident. Upon reviewing the remaining three applications, the Mayor recommended the full Council appoint John Hoey, Paula Itaoka, and Robin McClelland to the 2022 Salary Commission. Tonight, the Council is scheduled to confirm the Mayor's appointment of these three applicants to serve on the Salary Commission.

RESOURCES/FINANCIAL IMPACT:

There is no financial impact for this Council action.

RECOMMENDATION

Staff recommends that the City Council confirm the Mayoral appointments of John Hoey, Paula Itaoka, and Robin McClelland to the 2022 Salary Commission.

Approved By: City Manager **DT** City Attorney **MK**

BACKGROUND

As per [Ordinance No. 919](#), codified as Chapter 2.70 SMC, every four years commencing in 2022, three Salary Commission members are appointed by the Mayor subject to confirmation by the City Council. The purpose of the Salary Commission is to review, establish, and adjust the salaries and benefits for elected officials' salaries (the Mayor, Deputy Mayor, and City Councilmembers). The Salary Commission is composed of residents from the community who will determine the Council's salaries and benefits based on comparative market data.

Commissioners are responsible for the following:

- Study the relationship of salaries to duties and the costs incurred in performing these duties;
- Study the relationship of Council salaries and benefits to those of Councilmembers in surrounding jurisdictions;
- Study the relationship of Council salaries and benefits to other current market conditions, including factors that would encourage an economically and socially diverse City Council;
- Establish salaries and benefits by either maintaining, increasing, or decreasing each by an affirmative vote of a majority of Commission members; and
- Review and potentially file a Salary Schedule with the City Clerk on or before October 1, 2022.

DISCUSSION

To fill these three positions on the 2022 Salary Commission, the positions were advertised starting on February 1, 2022, with the original application period closing February 28. The City notified the public of these openings through [Currents](#), the [City's webpage](#), and social media accounts. With limited response, the City extended the application period to April 29 and the City Manager emailed former members of the Parks, Recreation and Cultural Services Board and Planning Commission to encourage possible participation.

Four applications to serve on the Salary Commission were received by the deadline, but it was determined that one applicant was not eligible for consideration to serve as they no longer are a Shoreline resident. Upon reviewing the remaining three applications, on May 13, 2022, the Mayor appointed the following three applicants to the 2022 Salary Commission:

- John Hoey
- Paula Itaoka
- Robin McClelland

The applications of these three appointed Salary Commission members are attached to this staff report as [Attachment A](#). The term of the appointments to the Salary Commission will be from Council confirmation until the time the review is complete and Salary Schedule is filed with the City Clerk, which must be on or before October 1, 2022.

Tonight, the Council is scheduled to confirm the Mayor's appointment of these three applicants to serve on the 2022 Salary Commission. If Councilmembers have any objection to the appointment of these members, and do not confirm any of these applicants, staff would reopen the application process and continue to seek applicants to serve on the Commission this year.

RESOURCES/FINANCIAL IMPACT

There is no financial impact for this Council action.

RECOMMENDATION

Staff recommends that the City Council confirm the Mayoral appointments of John Hoey, Paula Itaoka, and Robin McClelland to the 2022 Salary Commission.

ATTACHMENTS

Attachment A – Applications of Mayoral-Appointed Salary Commission Members

Attachment A
Redacted Council Salary Commission Applications

Council Salary Commission Application

John Hoey

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Disclosure Notice: Please note that your responses to the application questions may be disclosed to the public under Washington State Law. Your personal information, however is not subject to public disclosure.

1. Please tell us your name

John W. Hoey

2. What is your home address?

[REDACTED]

3. What is your phone number?

[REDACTED]

4. What is your email address?

[REDACTED]

5. Are you a Shoreline resident?

Yes

6. If you are a Shoreline resident, what has been the length of residency?

10 years

7. Are you a registered voter in King County?

Yes

8. Are you an officer, official, or employee of the City of Shoreline, or are you an immediate family member of an officer, official, or employee of the City of Shoreline?

("Immediate family member" means the parents, spouse, siblings, children, or dependent relatives of the officer, official, or employee, whether or not living in the household of the officer, official, or employee.)

No

9. Describe why you are interested in serving on the City Council Salary Commission.

I had the honor to serve on the City's Parks, Recreation, and Cultural Services/Tree Board from 2013-2021. During that tenure, I appreciated the opportunity to make advisory recommendations to the Councilmembers on a wide variety of issues. I respect the role of elected officials in Shoreline and believe that we should incentivize interested citizens to serve in that capacity through appropriate compensation. I would enjoy the work of reviewing the best practices for consideration of elected officials' salaries, including those of our peer municipalities, and deliberating with my fellow Commission members to recommend appropriate salary levels for Shoreline's elected officials.

10. Describe your involvement in the Shoreline community.

Attachment A

I applied to serve on the City's PRCS/Tree Board after living in Shoreline for only 9 months. My wife and I were expecting twins at the time, and I knew that I wanted to be involved with my new community. During my eight years of service on the Board, I explored many different opportunities to get to know different aspects of the work of the Board and of City government. I have enjoyed spending time in most of the City's parks and open spaces, participated in recreation and cultural programs, and thoroughly appreciate Shoreline's various arts offerings. Raising a family in Shoreline has given me a great opportunity to experience our city as not only a resident, but also as a parent of young children. I completely understand why Shoreline has become so attractive to young families and those who hope to raise their children here. My wife was raised in Shoreline and has wonderful memories of her childhood here. She has been so happy that we decided to establish our home in Shoreline. After two years of the COVID-19 pandemic, we are looking forward to re-engaging in community activities this summer including Shoreline Rec summer camps for the kids, the Shoreline Farmer's Market and Celebrate Shoreline!

11. Describe any special expertise you have which would be applicable to this position.

The vast majority of my career has been centered around the work of government organizations at the Federal, State, and (mostly) Local level. My educational background includes a B.A. in Government and a M.A. in Urban and Environmental Policy. I spent more than 15 years working as a consultant and with a national non-profit organization to help advance effective environmental and urban planning projects with local governments around the Puget Sound region and Washington state. Through that experience, I have worked directly with many elected officials in city and county government and have developed a thorough understanding of (and respect for) the work that they do. In my current professional role as a Senior Policy Analyst for the Seattle Planning Commission, I develop policy and planning recommendations on a variety of topics including land use, transportation, and other aspects of the built environment. These recommendations are informed by a 16-member citizen advisory body for consideration by the City of Seattle's elected officials and department leaders.

12. Describe your experience serving on any public or private boards or commissions.

I have described my service on the Shoreline Parks, Recreation, and Cultural Services/Tree Board above. It was my honor to serve as Chair of that Board in 2020-2022. During my professional career, I have served as Program Manager and/or Facilitator for many stakeholder-based advisory committees, often leading to consensus-oriented decisions on difficult policy issues. I have also served as a mentor/coach for cohorts in the Leadership Tomorrow Seattle program and the Urban Land Institute's Center for Sustainable Leadership. One of the cohorts I worked with in the ULI program created a series of recommendations for innovative, adaptive reuse and placemaking at Shoreline's Aurora Square (now Shoreline Place) in anticipation of its eventual Community Renewal Area revitalization plan.

Council Salary Commission Application

Paula Itaoka

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Disclosure Notice: Please note that your responses to the application questions may be disclosed to the public under Washington State Law. Your personal information, however is not subject to public disclosure.

1. Please tell us your name

Paula Itaoka

2. What is your home address?

[Redacted]

3. What is your phone number?

[Redacted]

4. What is your email address?

[Redacted]

5. Are you a Shoreline resident?

Yes

6. If you are a Shoreline resident, what has been the length of residency?

27 Years

7. Are you a registered voter in King County?

Yes

8. Are you an officer, official, or employee of the City of Shoreline, or are you an immediate family member of an officer, official, or employee of the City of Shoreline?

("Immediate family member" means the parents, spouse, siblings, children, or dependent relatives of the officer, official, or employee, whether or not living in the household of the officer, official, or employee.)

No

9. Describe why you are interested in serving on the City Council Salary Commission.

Public service is important to me.

10. Describe your involvement in the Shoreline community.

Formerly, I was the HR Director for the City of Shoreline.

11. Describe any special expertise you have which would be applicable to this position.

Expertise in compensation analysis and management.

12. Describe your experience serving on any public or private boards or commissions.

2014 – 2018 Association of Washington Cities Employee Benefit Advisory Committee Member

2012 Emergency Services Coordinating Agency, Volunteer Compensation Board

2004 Eastside Municipal Employees Credit Union, Board of Directors

1998 – 1999 Seattle Goodwill Industries, Board of Directors

1993 – 1995 Seattle Vocational Institute, Advisory Committee

1990 – 1995 Washington Savings League, Board of Directors

1984 – 1987 Seattle Mortgage Bankers Association, Board of Directors

Council Salary Commission Application

Robin McClelland

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Disclosure Notice: Please note that your responses to the application questions may be disclosed to the public under Washington State Law. Your personal information, however is not subject to public disclosure.

1. Please tell us your name

Robin McClelland

2. What is your home address?

[REDACTED]

3. What is your phone number?

[REDACTED]

4. What is your email address?

[REDACTED]

5. Are you a Shoreline resident or property owner?

yes

6. If you are a Shoreline resident or property owner, what has been the length of residency or property ownership?

24 years

7. Describe why you are interested in serving on the City Council Salary Commission.

Having served as staff to elected officials in several capacities - a senior planner with the City of Bellevue, a consulting planner with many Washington communities, and as an interim planning manager for several cities, plus, serving as a Principal Planner with the Puget Sound Regional Council, I have had an inside view of what staff asks of elected officials with regard to their comprehending complicated issues and their ability to come to meetings full prepared to participate in the work expected of them - week after week.

I regard their time as a valuable contribution to the work of our communities.

8. Describe your involvement in the Shoreline community.

I have been an active volunteer with our Arts Council and a participant in my Richmond Highlands Neighborhood Association. In that capacity I helped negotiate the first mural painted on private property using neighborhood grant funds.

I have served on several campaigns to pass bond issues for parks, sidewalks, and a new swimming pool and community center.

I am currently on the Financial Sustainability Advisory Committee to provide input to the City Manager as the city prepares to put a measure on the ballot to replace the 2016 Property Tax Levy Lid Lift.

9. Describe any special expertise you have which would be applicable to this position.

I am a former planning commissioner and also served as a volunteer for the Dept. of Commerce Planning Short Course for about 15 years. In that capacity I trained Planning Commissioners on how to be effective citizen planners, including the necessity of preparing for meetings and coming ready to engage with the staff and the public.

I understand the amount of time public officials must put into becoming effective in their roles.

10. Describe your experience serving on any public or private boards or commissions.

Two terms on the Shoreline Planning Commission (8 years), Two terms on the King County Library System Board of Trustees (10 years), Shoreline Sidewalk Advisory Committee, Shoreline Lake Forest Park Arts Council Board of Directors

11. Are you affiliated with any organizations which receive direct funding from the City of Shoreline (such as a local human services organization, the Shoreline - Lake Forest Park Arts Council, the Shoreline Museum, etc.)? If the answer is yes, please name the group and your role.

not at this time

1. **Are you a registered voter in King County?** Yes

4. **Are you an officer, official or employee of the City of Shoreline, or are you an immediate family member of an officer, official or employee of the City of Shoreline?** (“Immediate family member” means the parents, spouse, siblings, children, or dependent relatives of the officer, official or employee, whether or not living in the household of the officer, official or employee.”)

I am in no way associated with the city; nor is my husband.