

CITY OF SHORELINE
SHORELINE CITY COUNCIL
SUMMARY MINUTES OF STUDY SESSION

Monday, September 7, 2010
7:00 p.m.

Council Chamber - Shoreline City Hall
17500 Midvale Avenue North

PRESENT: Mayor McGlashan, Deputy Mayor Hall, Councilmember Eggen, Councilmember McConnell, Councilmember Roberts, Councilmember Scott, and Councilmember Winstead

ABSENT: None

1. CALL TO ORDER

At 7:00 p.m., the meeting was called to order by Mayor McGlashan, who presided.

2. FLAG SALUTE/ROLL CALL

The Mayor led the flag salute. Upon roll call by the City Clerk, all Councilmembers were present.

(a) Proclamation of Emergency Preparedness Month

Mayor McGlashan read a proclamation declaring the month of September, 2010 as "Emergency Preparedness Month" in the City of Shoreline. Gail Marsh, Emergency Management Coordinator, accepted the proclamation and emphasized the importance of preparing for emergencies.

3. CITY MANAGER'S REPORT & FUTURE AGENDAS

Bob Olander, City Manager, provided reports and updates on various City meetings, projects, and events.

4. COUNCIL REPORTS

Councilmember Winstead reported on the Suburban Cities Association Public Issues Committee meeting.

Councilmember Eggen discussed City and Shoreline School District finances and said the City should work on economizing and related policies. He also suggested the Council look at compensation policies and put it on the agenda in the next couple weeks. Deputy Mayor Hall concurred. Mr. Olander agreed and said it can be added to the meeting agenda next week.

5. STUDY ITEMS

a) Second Quarter 2010 Financial Report

Debbie Tarry, Finance Director, provided the Second Quarter 2010 Financial Report in which she reviewed the financial results of the City for the first half of 2010. She also provided an update on significant financial data that has occurred since the end of the second quarter. She highlighted that the City staff has decreased revenue projections and the City's business license revenue is above projections. There have been 3,600 licenses issued and 2,000 are businesses outside Shoreline. Additionally, she stated that the Police DUI impound revenues are tracking above estimates at \$40,000. She reviewed gambling tax revenues, investment interest, and general fund expenditures. Ms. Tarry announced that jail costs have been significantly higher in 2010 and she discussed the street fund, fuel tax and Real Estate Excise Tax (REET). The areas of concern, she noted, are sales tax, development revenue, gambling tax, and jail costs.

Mayor McGlashan called for public comment on this item.

(a) LaNita Wacker, Shoreline, stated that the City cannot depend on the gambling tax as a reliable source of revenue, adding that the current levy amount isn't more than it was when the City was incorporated.

Responding to Councilmember Winstead, Ms. Tarry stated that the City enforces the collection of gambling taxes through penalties and reporting violations of casino operations to the State Gambling Commission. However, organizations would need to be two or three quarters behind before the gambling commission would take action such as revoking a license. Councilmember Winstead stated that it sounds like the City is acting as a collection agency, which utilizes staff resources. She inquired if Debbie's Drift on Inn was truly closed; Ms. Tarry confirmed that the restaurant portion of the business is still open.

Councilmember Eggen discussed the misdemeanor prisoner hours increase and verified with Ms. Tarry that Shoreline is the only City experiencing this increase. Ms. Tarry responded to Deputy Mayor Hall that the changes in the King County Sheriff and Prosecutor policies have not had much impact on the City.

b) Jail Services Interlocal Agreement (ILA)

Scott MacColl, Intergovernmental Program Manager, and John Norris, Management Analyst, provided the highlights of the staff report regarding the proposed ILA for jail services. Mr. Norris highlighted that the Yakima contract is expiring on December 31, 2010 and the City staff proposes to not renew the City's agreement with Issaquah. Instead, staff proposes to execute a contract with the Snohomish County Jail through the end of 2016. This agreement makes fiscal sense, said Mr. Norris, and will save the City approximately \$700,000 in 2011.

Continuing, Mr. MacColl discussed Shoreline's increased usage of King County jail, which has increased costs. Additionally, he stated that King County is increasing their rates in November 2010 and again in January 2011.

Mr. Olander stated it probably is not possible to remove all offenders out of King County due to their booking system. He discussed video arraignment. Mr. Norris added that they have in-custody first hearings through a video link to the courtroom, which helps reduce costs.

Mayor McGlashan opened this item to public comment. There was no one wishing to provide public comment on this item.

Councilmember Scott said the ILA seems to make a lot of sense and is an example of the City staff finding efficiency. Councilmember Roberts concurred.

There was discussion concerning the opening of SCORE, the jail in the south end, and Mr. Norris explained that if Shoreline police arrest someone, they will be booked into the Snohomish County jail. The only people booked in King County will be those arrested on Shoreline warrants in other jurisdictions. He noted that the average length of stay is three to four days.

Councilmember Eggen confirmed that Issaquah does not accept people with mental health or drug problems, which is another reason the City is proposing this change.

Mr. MacColl added that the Memorandum of Understanding (MOU) with Issaquah can be terminated at any time, and Yakima would love a six-year contract. He added that a six-year contract with Snohomish County, which is feasible, is a mid-term solution that buys the City time to consider its long-term regional jail needs and providers.

Councilmember McConnell noted that video court should present significant savings for cities. Mr. MacColl highlighted that the technology is new in the King County District Courts, but not in Snohomish County District Courts.

Mayor McGlashan compared the spreadsheet on page 29 and highlighted that the transportation costs for Snohomish County is zero. However, if the equipment fails transportation can be expensive. Mr. Norris noted that the Issaquah and Yakima transportation cost is for jail staff to drive people down the street for first appearance hearings. He noted that the Snohomish County transportation costs will be minimal.

RECESS

At 8:10 p.m. Mayor McGlashan called for a five minute break. The meeting reconvened at 8:15 p.m.

c) Review of Proposals for Executive Recruitment Services for City Manager Position

Mr. Olander began a discussion on the proposed recruitment process for a new City Manager. Marci Wright, Human Resources Director, said it is important for the Council to have independent expertise in this process and that the City staff solicited proposals from two of the best known firms: Prothman; and Waldron & Company. The proposals received are for \$18,000 plus expenses, and \$20,000 plus expenses, respectively.

Mr. Olander stated that both timelines are fairly aggressive because going through hundreds of applications will be very time consuming. He strongly recommended the Council go through the initial process of developing a preferred candidate profile. Ms. Wright discussed other expenses associated with this type of recruitment, including moving, housing, background check expenses, and city visits.

Mayor McGlashan called for public comment on this item.

a) LaNita Wacker, Shoreline, noted that the Shoreline School District went through a national search and someone local was chosen for the position. She felt that Assistant City Manager Julie Underwood is qualified for the position, so there is no need to spend \$18,000 to hire a firm.

Responding to Councilmember Roberts, Mr. Olander said the general role of the City Council in selecting a City Manager is to interview and determine the "qualifications of a candidate" in Executive Session. He added that both firms are well-qualified, have a great track record, and use a broad-based approach. He noted that firms with broader networks can do a better job at soliciting persons who may be interested.

Deputy Mayor Hall noted that it is practical for the Council to evaluate the leadership team that was assembled by the candidate in their previous position and how they attract, retain, and mentor quality staff.

Councilmember Winstead said that next week is the appropriate time to talk about the ideal candidate profile and said she is leery of signing a \$20,000 contract.

Mr. Olander said it is essential that the Council discuss the candidates amongst themselves and with the recruiter. He suggested the Council focus on their ideal City Manager qualifications first, and then begin the internal/external recruitment search.

6. ADJOURNMENT

At 8:47 p.m. Mayor McGlashan declared the meeting adjourned.

Scott Passey, City Clerk