

CITY OF SHORELINE
SHORELINE CITY COUNCIL
SUMMARY MINUTES OF SPECIAL MEETING

Monday, January 24, 2011
7:00 p.m.

Council Chamber - Shoreline City Hall
17500 Midvale Avenue North, Shoreline, WA

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

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

Councilmember McConnell moved to amend agenda to add a possible action item. Councilmember Winstead seconded the motion, which carried 7-0.

3. PUBLIC COMMENT

a) Stewart Battle, Seattle, on behalf of the LaRouche Political Action Committee, discussed economics and the financial system in America and commented that every US city is in jeopardy of bankruptcy.

b) Hadiye Rafi, Seattle, LaRouche Political Action Committee, discussed the committee and its philosophies.

c) Boni Biery, Shoreline, questioned the City Manager hiring process and search, pointing out that the process did not allow public input.

4. EXECUTIVE SESSION - Personnel (RCW 42.30.110(1)(g))

At 7:12 p.m., Mayor McGlashan announced that the Council would recess into an Executive Session for a period of 30 minutes to discuss a personnel matter, per RCW 42.30.110(1)(g). At 7:42 p.m., the Executive Session concluded and the business meeting reconvened.

Mayor McGlashan commented on the process for recruiting a new City Manager. He highlighted the following points:

- Council undertook a 19-week recruitment process, during which time the public could provide comments to the Council concerning the recruitment.
- The search began with a request for qualifications (RFQ) to hire a recruiter. Based on all submissions, the City hired Prothman who then worked with the City in late September and early October to put a profile together for the position.
- The Council solicited community input and worked off its vision statement once the criteria were approved.
- Prothman advertised the position nationwide on websites and in trade publications. Additionally, announcements were mailed to over 900 city administrators.
- The City received 50 application packets; nine of those applicants were screened out. This screening left 41 applicants from 15 states and 19 of them were from Washington.
- Prothman issued supplemental applications and narrowed the field down to 13. At that point, the Council directed Prothman to conduct initial interviews.
- The Council narrowed the field to three finalists after second interviews and Council discussions with the Management Team.

Deputy Mayor Hall move to appoint Julie Underwood as City Manager of the City of Shoreline, effective February 25, 2011, contingent upon the execution of an employment contract. Councilmember Roberts seconded the motion.

Mayor McGlashan pointed out that this process has taken many hours of reading and that choosing a City Manager is the one of the most important duties of a City Council.

Councilmember Roberts said there were several members of the public who communicated their preferences and what qualities they want in their City Manager. He felt the Council has chosen a candidate that reflects the City's values. He encouraged full Council support of the motion.

A vote was taken on the motion to appoint Julie Underwood as City Manager of the City of Shoreline, effective February 25, 2011, contingent upon the execution of an employment contract, which carried 7-0.

5. ADJOURNMENT

At 7:52 p.m., Mayor McGlashan declared the meeting adjourned.

Scott Passey, City Clerk