

CITY OF SHORELINE
SHORELINE CITY COUNCIL
SUMMARY MINUTES OF WORKSHOP DINNER MEETING

Monday, April 11, 2011
5:45 p.m.

Conference Room C-104 - Shoreline City Hall
17500 Midvale Avenue N.

PRESENT: Mayor Keith McGlashan and Councilmembers Chris Eggen, Doris McConnell, Chris Roberts, Terry Scott, and Shari Winstead

ABSENT: Deputy Mayor Will Hall

STAFF: Julie Underwood, City Manager; Scott Passey, City Clerk

GUEST: Dick Thompson

Mayor McGlashan called the meeting to order at 5:58 p.m.

Julie Underwood, City Manager, provided a brief status report on the code enforcement case involving New Hope Baptist Church. She noted that New Hope has recently proposed some temporary solutions, but thus far, the Planning department is not supportive of their solutions. Councilmember Winstead expressed the desire to find a compromise solution. The Council then discussed the need for corrective action and enforcing the code while maintaining a spirit of compromise, equality, and fairness. The Council also expressed a desire to know the amount of the penalties against the subject party. Mayor McGlashan said it would be helpful to know what the fines are based on, warning that the City does not want to set arbitrary penalties. Ms. Underwood said she would find out how the fines are determined and report to Council. Councilmember Eggen added that reasonableness is also a factor, including whether the violations and consequences have been fully explained to the party.

Dick Thompson, provided his executive management experience, including service with the Seattle Seahawks, as the UW's government relations director, the director of the state's Office of Financial Management, chief of staff to Governor Booth Gardner, secretary of the Department of Social and Health Services, director of the state's Department of Community Development, and president and chief professional officer of United Way of King County. He also served as city manager or city attorney for the cities of Snohomish, Everett, and Puyallup.

The Council then discussed the proposed agenda and schedule for the Council Retreat in May. Mr. Thompson noted his desire to meet individually with each Councilmember on April 22 to get their individual desires and expectations regarding the Retreat. He added

that he works for both the Council and the City Manager, and his style is more substantive than it is "touchy-feely."

Councilmember Scott arrived at the meeting at 6:25 p.m.

Ms. Underwood then briefly discussed preparations for the Healthy Teens event.

There was continued discussion of the purpose and expectations regarding the Council Retreat. Mr. Thompson said it was his understanding that the primary objective is to agree on a process for establishing a City Manager evaluation, but it is not an evaluation itself. He suggested that the Council provide feedback on the retreat agenda so it can be tailored to fit the objectives. Mayor McGlashan noted that perhaps the actual evaluation should take place in an executive session six months from now.

Mr. Thompson suggested that perhaps the retreat should establish the criteria that any city manager should be expected to meet, not just Ms. Underwood. Councilmember Scott concurred. He felt that there could also be some characteristics or skills the Council may want to add later, possibly after the actual evaluation. Councilmember Roberts said it is worth spending some time to determine what the Council is looking for at the full-blown retreat. Following brief discussion, the Council clarified that the intent is to evaluate the City Manager after six months in the position and then annually thereafter.

Councilmember Winstead felt it would be important to have input from the Leadership Team in the evaluation process. After brief discussion, Ms. Underwood noted that the Leadership Team did not participate in Mr. Olander's annual evaluation, but he underwent a 360-evaluation process. The Council then discussed the merits of the 360-evaluation process.

To ensure the retreat is effective and time is managed wisely, Mr. Thompson pointed out that there are two issues that should be avoided: 1) Discussion of items that could be accomplished in a workshop; and 2) "black hole" issues.

Councilmember Roberts asked about the timeline for the Assistant City Manager recruitment. Ms. Underwood responded, noting that there were approximately 100 applicants and the Human Resources Director has narrowed the pool of qualified applicants to a manageable number.

Following further discussion about the recruitment, the meeting adjourned at 6:55 p.m.

Scott Passey, City Clerk