DRAFT

CITY OF SHORELINE

SHORELINE CITY COUNCIL
SUMMARY MINUTES OF WORKSHOP DINNER MEETING

Tuesday, May 29, 2012   Conference Room 104 - Shoreline City Hall
5:45 p.m.   17500 Midvale Avenue N.

PRESENT: Mayor McGlashan, Deputy Mayor Eggen, and Councilmembers
             McConnell, Roberts, Salomon, and Winstead

ABSENT: Councilmember Hall

STAFF: Julie Underwood, City Manager; Debbie Tarry, Assistant City Manager;
             Scott Passey, City Clerk

GUEST: Dick Cushing, Waldron & Company

At 5:58 p.m., the meeting was called to order by Mayor McGlashan, who presided.

Julie Underwood, City Manager, introduced tonight's topic—the merits and timeline for
the City Manager performance review. She introduced Dick Cushing of Waldron &
Company, who would be facilitating the review.

Mr. Cushing explained that the goal is to make the process as positive as possible and to
strengthen the relationship between the Council and Manager. He then explained the
process for the evaluation, which includes the City Manager's self evaluation, Mr.
Cushing's meetings with individual Councilmembers, list of criteria, draft evaluation, and
then meetings in executive session to refine the final evaluation. He added that the second
executive session will constitute the heart of the process because it will be the final
dialogue between the City Manager and the Council. He pointed out that
Councilmembers will be asked to respond to three primary questions as part of the
evaluation process:

1. What has been accomplished?
2. What needs attention?
3. What are the priorities for the future?

It was noted that comments from the City Manager's 360 evaluation (evaluation from
direct reports) would be shared with the Council. The discussion concluded by finalizing
proposed dates for the one-on-one meetings and executive sessions.

The meeting concluded with a brief discussion about how to handle exceptions to the Council rules regarding public comment at meetings.

At 6:50 p.m., Mayor McGlashan declared the meeting adjourned.

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Scott Passey, City Clerk