

CITY OF BELLEVUE
CITY COUNCIL

Summary Minutes of Special Meeting

July 31, 2013
6:00 p.m.

Conference Room 1E-121
Bellevue, Washington

PRESENT: Mayor Lee, Deputy Mayor Robertson and Councilmembers Balducci, Chelminiak, Davidson, Stokes and Wallace

ABSENT: None.

1. Meeting with Executive Search Recruiter for City Manager Position

The meeting was called to order at 6:00 p.m., with Mayor Lee presiding.

Assistant City Manager Myrna Basich explained that the purpose of the meeting was a discussion with Colin Baenziger & Associates to begin developing the recruitment profile for the City Manager position, and to discuss logistics and a tentative schedule for the search. She noted that the consultant's memo and suggested timeline for the recruitment were distributed to the Council the previous week.

Ms. Basich said the proposed timeline schedules Mr. Baenziger to participate in staff and community outreach meetings on August 19 and 20 at City Hall. He anticipates being prepared for Council interviews of the finalists for the City Manager position in mid-November, with a decision to occur shortly thereafter.

Mayor Lee welcomed Colin Baenziger, who thanked the Council for selecting his firm.

Mr. Baenziger summarized conversations he has had to date with members of the Council and the Leadership Team. He noted that the feedback has been largely consistent throughout all of those discussions. He observed that Bellevue is well positioned moving forward out of the recession. He said the Council views economic development as a positive objective and as contributing to the services and quality of life throughout the community.

Mr. Baenziger observed that the City has a common vision and is working to develop a strategic plan to achieve the vision. The next City Manager will play a key role in developing that strategy. Mr. Baenziger said the Council is fiscally conservative yet understands the need to spend money to achieve goals.

Mr. Baenziger said that, based on his conversations with Councilmembers and staff, the City is looking for an individual with the following characteristics:

- Integrity and trustworthy,
- Candid and courage to be truthful with Council and staff,
- Active and involved in community,
- Strong communicator,
- Strategic and proactive,
- Open and transparent.

Desired experience includes:

- Economic development,
- Effectiveness in promoting the City within the region,
- Ability to work with Council to lead the creation of an Eastside alliance,
- Appreciation of increasing cultural diversity within community.

In discussing characteristics desired in the next City Manager, Councilmember Davidson said he believes the City would benefit from a better coordinated multi-department strategy for addressing regional issues and priorities.

Councilmember Balducci clarified that, from her perspective, the new City Manager should have experience with a jurisdiction that was successful in its economic development. However, that skill and interest needs to be balanced with other areas.

Councilmember Chelminiak believes the City Manager should be a strategic thinker and planner who is confident enough in his or her own abilities to enable others to do good work. He would like Directors to be able to work with Councilmembers, the community, and other staff to accomplish goals and to address priorities, without everything having to go through the City Manager's office.

Deputy Mayor Robertson said she is pleased that the Council and Leadership Team have similar thoughts and goals with regard to the next City Manager. With regard to economic development, Ms. Robertson would like an individual with experience in Downtown vertical development versus more typical suburban sprawl.

Councilmember Stokes believes it will be important for the City Manager to have a more team-focused and "partnership" management style versus a strict hierarchical model.

Mayor Lee said he values the traits of being open to all ideas and working collaboratively without becoming defensive when there is disagreement on issues and approaches.

Councilmember Wallace said it is important to have a City Manager who will be comfortable and effective in working with community business leaders and employers. He concurred with Mr. Chelminiak's earlier comment about empowering staff at the Director level and below to be more directly involved with the Council, as appropriate, and to exercise their creativity.

Mr. Baenziger suggested a salary range of \$200,000 to \$250,000. The previous City Manager was earning \$237,000, and very few City Managers earn above \$250,000.

Mr. Baenziger described his recommended process and timeline. He suggested advertising the position for three to four weeks.

Deputy Mayor Robertson and Councilmember Chelminiak both noted they will be out of town for some period of time in November. There was general agreement that the interviews will be held with the Council no earlier than November 21.

Moving to public engagement, Ms. Basich said the timeline proposes meetings with Mr. Baenziger and community focus groups on August 19 and August 20 to gather input regarding the City Manager position. The plan for that trip is for Mr. Baenziger to also meet with union representatives, the Employees Committee, and representatives of the One City team.

Ms. Basich described past recruitment processes involving separate interviewing panels of the Leadership Team, general staff, the Council, and community representatives. She requested input on how the Council would like to address the selection of who is involved in the interviews.

Following discussion with Mr. Baenziger, there was general Council agreement to not engage specific panels of individuals, but to hold two public receptions to allow citizens and staff to meet and interact with the candidates.

The meeting was adjourned at 7:35 p.m.

Myrna L. Basich, MMC
City Clerk

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