

**CITY COUNCIL AGENDA ITEM**  
CITY OF SHORELINE, WASHINGTON

<p><b>AGENDA TITLE:</b> Adoption of the City Council Work Plan 2004-2005 <b>DEPARTMENT:</b> City Manager's Office <b>PRESENTED BY:</b> Bob Olander, Deputy City Manager</p>
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**PROBLEM/ISSUE STATEMENT:**

During the City Council retreat of April 23-24, 2004, the Council reviewed and updated its annual work plan. The Council identified six goals from the 2003-2004 work plan that they would like to continue and two new goals. The issue before the Council is to review, revise if necessary, and to adopt the attached draft goals.

**BACKGROUND:**

At the April retreat the City Council updates its annual work plan. While most goals remained the same or similar, two new goals were identified:

- Review and consider improvements with Code Enforcement and Visual Standards
- Enhance public participation in city government

Upon adoption of the goals, staff will research, evaluate, and recommend strategies for implementation of the two new goals. While staff has been developing a proposed work plan for the code enforcement goal, we have been waiting for Council direction from the current discussions on public participation prior to developing a work plan for this new goal. At a future work session, staff will present proposals and solicit Council direction and feedback for each of the new goals.

In addition, the milestones and timeline for the continuing goals will be identified in the next City Council Work Plan - Quarterly Update, which will be distributed to Council by mid July.

**FINANCIAL IMPACT:**

All of the 2004-2005 goals are reflected in the current budget and Capital Improvement Plan, except for the two new goals. Staff will be evaluating current practices, researching practices of other jurisdictions, and compiling various alternatives and recommendations in order to seek direction from Council. It is certainly possible that these two new goals will require additional funding, which would then require a reprioritization of current programs and/or priorities. In addition, the Council will have an opportunity to discuss these new programs in the context of the 2005 Proposed Budget discussion.

## **IMPLEMENTATION:**

The annual City Council work plan and goals is a critical element of the City's overall operational and capital programs. The work plan is updated annually by the Council as the priority projects and programs needed to fulfill the vision, values, and critical success factors. The goals are adopted as "A" priorities in each departmental work plan. Departments then set milestones, adopt performance measures, and measure results to track implementation. To continuously keep the Council and community informed these results are reported on a quarterly basis.

Staff is recommending some minor wording changes in the two new goals as follows:

- Review and consider improvements in code enforcement standards
- Develop and adopt policies to enhance public participation in city government

The reason for the first minor change is that visual standards should be considered as part of code enforcement standards if they are to be enforceable. The reason for the suggestion on the second goal is to add specificity and measurability to this goal. Otherwise one would never know when the goal is met.

## **RECOMMENDATION**

Staff recommends that the City Council review the attached 2004-2005 work plan, provide modifications as necessary, and adopt by motion if they are acceptable.

Approved By:            City Manager  City Attorney *N/A*

Attachment A            Draft 2004-2005 City Council Work Plan

## **DRAFT 2004-2005 City Council Work Plan**

Goal No. 1 Work toward completing the Aurora Corridor & Interurban Trail projects

Goal No. 2 Enhance our program for safe and friendly streets

Goal No. 3 Update elements of the Comprehensive Plan including environmental, surface water, transportation and parks and open space

Goal No. 4 Work with the Bond Advisory Committee to fund capital projects

Goal No. 5 Implement an active economic improvement plan

Goal No. 6 Implement the City Hall project

### *New Goals:*

Goal No. 7 Review and consider improvements in code enforcement standards

Goal No. 8 Develop and adopt policies to enhance public participation in city government

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