

CITY COUNCIL AGENDA ITEM
CITY OF SHORELINE, WASHINGTON

AGENDA TITLE: City Council Work Plan Milestones
DEPARTMENT: City Manager's Office
PRESENTED BY: Bob Olander, Deputy City Manager

PROBLEM/ISSUE STATEMENT:

Annually staff provides the City Council with some key "milestones" that chart major steps toward accomplishment of the Council goals. Since there is only one new goal (No. 7) this is relatively straight forward for the 2005-2006 Council Work Plan. Staff will next incorporate these milestones into the more detailed work plan schedules that are reported to the Council on a quarterly basis. If Council agrees with the general direction outlined in the attached milestones we will prepare the June 2006 quarterly report utilizing the updated goals and milestones, which will be provided to the Council within the next few weeks. Staff utilizes several levels of work plan detail in tracking and reporting on goals, projects and operations.

1. City Council Work Plan – This is the single sheet summary of Council Goals that is published.
2. City Council Work Plan Milestones – This is utilized for internal Council and staff information and tracking at the highest level.
3. Quarterly City Council Goal Report – This is a summary chart showing more details on each Council goal such as, project status, budget status and upcoming Council briefing and decision points.
4. Department Work Plans – These are more detailed schedules utilized by the City Manager and Leadership Team to track all major departmental work efforts during the year.
5. Project Schedules – The departments in turn utilize various detailed project schedules to reach on time and on budget goals.

RECOMMENDATION:

It is requested that the City Council formally adopt the goals agreed upon at your annual retreat. The adoption applies to the wording of the goals, the milestones may shift according to schedule changes and accomplishments.

Approved By: City Manager  City Attorney _____

City Council Work Plan Milestones 2005 – 2006

Goal No. 1

Work toward completing the Aurora Corridor Project

- Determine 165th to 205th environmental process and conceptual design March 2006
- Complete construction of 145th to 165th section December 2006
- Complete environmental process for 165th to 205th December 2006 +

Goal No. 2

Complete the Interurban Trail Project

- Finalize North Central segment design December 2005
- Award construction contract April 2006
- Complete trail construction December 2006
- Complete Aurora bridges December 2006

Goal No. 3

Enhance our program for safe and friendly streets

- Complete arterial speed study February 2006
- Develop and implement a uniform street lighting program March 2006
- Complete Neighborhood Traffic Action Plans for Ridgecrest, Briarcrest and North City August 2006
- Initiate construction of sidewalk priority routes August 2006

Goal No. 4

Implement an active economic development plan

- Review recommendations from Economic Development Task Force for possible revisions to Economic Development strategy October 2005
- Develop small business assistance plan November 2005
- Develop a strategy and plan to support redevelopment of Aurora Square February 2006
- Implement business license program April 2006

Goal No. 5

Implement the city hall project

- Determine final preferred site October 2005
- Acquire site January 2006
- Finalize building specifications and development agreements October 2006
- Start construction January 2007

Goal No 6

Review and consider improvement in code enforcement standards

- Consider code enforcement amendments August 2005
- Develop and implement educational outreach program November 2006

Goal No. 7

Develop a plan for acquiring priority park, open space, critical area and surface water property.

- Determine composition of potential voted bond October 2005
- Identify and map other properties of interest October 2006
- Develop funding and acquisition plan November 2006