

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

<b>AGENDA TITLE:</b> Community Group Presentation: Shoreline Chamber of Commerce
<b>DEPARTMENT:</b> City Council
<b>PREPARED BY:</b> Julie Modrzejewski, Assistant City Manager
<b>PRESENTED BY:</b> Judy Smith, Vice President (President-Elect) Sharon Knight, Office Manager

**ISSUE STATEMENT:**

The Shoreline Chamber of Commerce will provide to the Council and community a presentation of their programs and services. Providing the presentation this evening is Judy Smith, Vice President and President-elect, and Office Manager Sharon Knight.

**BACKGROUND:**

Recently the Council amended their Rules of Procedure to include an agenda item titled, "Community Group Presentation," which is made available by request at the second study session of each month (Section 5.4.B). Attached are presentation guidelines and a request form. In order for the presentation to be scheduled on the Council agenda planner, two Councilmembers must sponsor the presentation. Deputy Mayor Maggie Fimia and Councilmember Cindy Ryu are the two sponsoring Councilmembers.

The Shoreline Chamber of Commerce will be the first community group presentation presented.

**RECOMMENDATION**

No action is required.

Approved By: City Manager \_\_\_\_\_ City Attorney \_\_\_\_\_

**ATTACHMENT A**

Shoreline City Council Community Group Presentations Guidelines

**ATTACHMENT B**

Shoreline Chamber Request Form



## SHORELINE CITY COUNCIL COMMUNITY GROUP PRESENTATIONS GUIDELINES

*Under the Shoreline City Council's Rules of Procedure, Section 5.4: Study Sessions....*

The Council shall make available at its study session of each month, a **Community Group Presentation**. The order of business shall omit Council Reports and include Community Presentations following the Consent Calendar. The intent of the presentations is to provide a means for nonprofit organizations to inform the Council, staff and public about their initiatives or efforts in the community to address a specific problem or need. The presentations are available to individuals who are affiliated with a registered nonprofit organization. In order to schedule the presentation, two Councilmembers under rule 3.2 B must sponsor the request. The presentations shall be limited to 30 minutes with approximately 15 minutes for the presentation and 15 minutes for questions. Guidelines for presentations include:

1. Each organization or agency must complete a request form and submit it to the Shoreline City Council Office. The form shall be available on the web, from the City Clerk's Office and also published in the agenda packet.
2. For planning purposes, the presentation must be scheduled on the agenda planner at least four (4) weeks in advance of the meeting date requested.
3. Information and sources used in the presentation should be available in hard copy or electronically for reference.
4. Up to three (3) members of the organization are invited to participate.
5. The presentation must support the adopted position/policy of the organization.
6. The presentation should be more than a general promotion of the organization. The information presented should be about specific initiatives/programs or planning that the organization is doing which is relevant to Shoreline citizens and government.
7. Presentations shall not include:
  - i. Discussion of ballot measures or candidates.
  - ii. Issues of a partisan or religious nature.
  - iii. Negative statements or information about other organizations, agencies or individuals.
  - iv. Commercial solicitations or endorsements.
8. Organizations which may have alternative, controversial positions or information will be scheduled at the next study session.

**Please complete the attached form. For questions regarding scheduling Community Presentations, contact Julie Modrzejewski, Assistant City Manager, at (206) 546-8978.**



**REQUEST TO APPEAR BEFORE  
THE SHORELINE CITY COUNCIL**

Date Request Submitted: September 11, 2006

Council Study Session Date Requested: Sept. 18, 2006

Name: Judy Smith

Title or Position: Vice President/President Elect

Nonprofit Organization: Shoreline Chamber of Commerce Registration #: \_\_\_\_\_

Address: 18560 1st Ave. NE Shoreline, WA 98133

Email Address: jsmith@farwestgroup.net

Phone Number: 206-778-8856 Fax Number: 206-622-5587

Topic: Summary overview of the presentation you wish to make and statement of action you wish Council and/or the community to take if relevant. Attach additional sheets if necessary.

Shoreline Chamber of Commerce has had a presence in what is now the City of Shoreline since 1976. The Shoreline Chamber of Commerce can and does play an important role in the Economic Development of the City of Shoreline. We would like to announce the formation of the Shoreline Visitors and Convention Bureau and our newer, larger location. We look forward to ongoing support by our greater Shoreline community in this exciting endeavor, for which we have requested partial funding from the City of Shoreline. Also, introducing the Shoreline Chamber of Commerce Dollars for Scholars Promise to Educate program. We invite all Councilmembers, staff, and everyone else concerned about our government to the Candidates Forum and Initiatives Forum at 6:30 p.m. on October 5 at the Shoreline Center and those concerned about education of our youth to the annual fundraiser Auction & Dinner, Hulaween, on Saturday, October 28.

*I have received and read Council rule 5.4-Community Presentations and affirm that my presentation will comply with this rule.*

Signature of Requestor: Judy Smith

(1) Sponsoring Councilmember: Cindy Ryu

(2) Sponsoring Councilmember: Maggie Fimia

This form must be returned to the Shoreline City Council Office 4 weeks prior to the City Council study session meeting date requested. For confirmation, staff from the Council Office will contact you to discuss arrangements. Please send this form to:

Shoreline City Council  
17544 Midvale Avenue North  
Shoreline, WA 98133-4921  
Fax: (206) 546-2200 or Email: [Council@ci.shoreline.wa.us](mailto:Council@ci.shoreline.wa.us)

The City of Shoreline will not discriminate against qualified individuals with disabilities in the City's services, programs or activities. The Council meeting is wheelchair accessible. Any person requiring a disability accommodation should contact the City Clerk's Office at (206) 546-8919 in advance for more information.

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