

CITY OF SHORELINE

**SHORELINE CITY COUNCIL
SUMMARY MINUTES OF BUSINESS MEETING**

Monday, October 24, 2011
7:00 p.m.

Shoreline City Hall – Council Chamber
17500 Midvale Avenue North

PRESENT: Mayor McGlashan, Deputy Mayor Hall, Councilmember Eggen, Councilmember McConnell, Councilmember Roberts, Councilmember Scott, and Councilmember Winstead

ABSENT: None

1. CALL TO ORDER

At 7:00 p.m., the meeting was called to order by Mayor McGlashan, who presided.

2. FLAG SALUTE/ROLL CALL

Mayor McGlashan led the flag salute. Upon roll call by the City Clerk, all Councilmembers were present. Mayor McGlashan led a moment of silence in remembrance of State Senator Scott White.

3. CITY MANAGER'S REPORT

Julie Underwood, City Manager, provided reports and updates on various City meetings, projects, and events.

4. COUNCIL REPORTS

Mayor McGlashan reported on the City's audit exit conference and said the City received a clean opinion on financial statements and accountability.

5. PUBLIC COMMENT

a) Janet Way, Shoreline, said she is alarmed at the direction the City is heading with Point Wells and felt the City should delay not rush into an agreement.

b) Patty Hale, Shoreline, expressed support for the Ridgecrest mini-grant proposal to construct a community bulletin board because it aligns with Council Goal #5.

c) Charlotte Haines, Shoreline, pointed out that there are people who do not have access to the website, and *Currents* is the City's best mode of communication.

d) Linda Stein, Shoreline, announced that October is anti-bullying and anti-domestic violence month and related various events in support of this cause.

e) Tom Jameson, Shoreline, thanked the City for providing the website and Council meeting videos, noting that Point Wells moved him to take an interest in Shoreline issues again.

Councilmember Roberts highlighted that there are many sources for information in the City, including City Hall, the Richmond Beach Community Association, Echo Lake, and Briarcrest newsletters.

6. APPROVAL OF THE AGENDA

Upon motion by Councilmember Eggen, seconded by Councilmember McConnell and unanimously carried, the agenda was approved.

7. CONSENT CALENDAR

Upon motion by Deputy Mayor Hall, seconded by Councilmember Winstead and unanimously carried, the following Consent Calendar items were approved:

- (a) Minutes of Business Meeting of September 26, 2011
Minutes of Special Meeting of October 3, 2011

- (b) Approval of expenses and payroll as of October 14, 2011 in the amount of \$2,033,316.50 as specified in the following detail:

*Payroll and Benefits:

Payroll Period	Payment Date	EFT Numbers (EF)	Payroll Checks (PR)	Benefit Checks (AP)	Amount Paid
9/18/11-10/01/11	10/7/2011	42071-42267	11174-11210	48301-48306	\$416,445.96
					<u>\$416,445.96</u>

*Accounts Payable Claims:

Expense Register Dated	Check Number (Begin)	Check Number (End)	Amount Paid
10/4/2011	48187	48197	\$1,253,442.78
10/4/2011	48198	48211	\$43,373.15
10/4/2011	48212	48232	\$7,074.16
10/11/2011	48233	48244	\$46,746.71
10/11/2011	48245	48277	\$23,275.09
10/12/2011	48278	48287	\$39,843.40
10/12/2011	48288	48300	\$203,115.25
			<u>\$1,616,870.54</u>

(c) Adoption of Ordinance No. 620 Amending Shoreline Municipal Code Section 2.60 – Purchasing

(d) Adoption of Resolution No. 318, Revising the City's Business Expense Policy for Employees and Officials

(e) Approval of Neighborhood Mini-Grant for Ridgecrest Neighborhood

(f) Adoption of Ordinance No. 618, Amending the 2011 Budget for Operating and Internal Service Funds

8. UNFINISHED BUSINESS

(a) 2012 Department Budget Presentations

Debbie Tarry, Assistant City Manager, outlined the department proposed 2012 Budget requests. She discussed any significant changes between department 2011 budgets and the 2012 proposed budget. She covered the budgets of the City Council, City Manager, Community Services, City Attorney, Administrative Services, Human Resources, Police, Criminal Justice (jail and court), Parks, Recreation & Cultural Services (PRCS), and Planning and Community Development (PCD). She stated that there is a 1.3 percent increase in the total compensation budget. She compared full-time equivalents (FTEs) and reviewed staffing changes.

Councilmember Eggen noted that he previously asked for information regarding salaries and benefits from other cities. Ms. Tarry replied that that information will be available at the November 14 meeting when compensation will be discussed in more detail.

Deputy Mayor Hall said he is curious about how Council compensation compares to other medium-sized King County cities.

Councilmember Roberts discussed "other services and charges" in the City Manager Office budget noting that they make up 26 percent of the City Manager's budget. He said it is hard to get a sense of what the other services and charges are without them being clearly identified. Ms. Tarry noted that the appendix on page 340 gives some detail, and page 351 has the items broken down in line items. He added that he would like more specific detail in future years. Deputy Mayor Hall commented that "other services and charges" may cover items related to his request last year for a breakdown of City expenditures for membership-based organizations. Ms. Tarry confirmed that some of those charges come out of this budget.

Ms. Tarry discussed Community Services. Councilmember Roberts inquired why animal control is in the Community Services budget and not under the Police. Ms. Tarry replied that animal control will probably involve the Customer Response Team (CRT), where the intake occurs now.

Councilmember Eggen pointed out the increase in animal control is because there is a need since the contract with King County Animal Control will be cancelled. She highlighted that the cancellation does result in a \$69,000 overall savings to the City.

Ms. Tarry then discussed the Administrative Services budget and also reviewed citywide items and non-program budget items. She then discussed the City Attorney's Office budget. She stated that the Assistant City Attorney would be going on maternity leave and \$45,000 has been allocated to backfill her position when she is out. Ms. Tarry noted that the Human Resources budget has been reduced by \$6,000 due to a reduction in advertising.

Ms. Tarry highlighted that the \$10.6 million Police contract makes up one-third of the City's operations budget. She stated that this year's contract has been increased 3.5 percent. Councilmember Eggen inquired about the School Resource Officer grant and Ms. Tarry replied that the City did not receive the grant. Councilmember Roberts said it would be nice to see what other cities spend in police costs per capita. Ms. Tarry said she could provide that for the Council. Ms. Tarry replied to Councilmember Eggen that there is a 0.2 increase in Police FTEs from 2011 to 2012 for an administrative assistant.

Ms. Tarry discussed the \$1.4 million Criminal Justice budget, which includes public defender and municipal court. She noted that jail costs will be 16 percent lower and court costs will be 22 percent lower in 2012 due to Snohomish County contract savings, even though jail usage is projected to be slightly higher.

Ms. Tarry then reviewed the Parks, Recreation and Cultural Services (PRCS) budget. Deputy Mayor Hall discussed the Seattle Public Utility re-lamping project and noted that he would like the City to utilize LEDs for outdoor lighting due to the lower lifetime operating cost. Ms. Tarry discussed General Fund support and the Revenue Support trend, which she said remains steady, even through the recession. She then compared the two and communicated that General Fund support totals 38.8 percent and Revenue support is 61.2 percent. Councilmember Roberts inquired about the revenue capacity of City parks and facility rentals. Dick Deal, PRCS Director, noted that PRCS does market surveys to see how its fees compare, and they are in a holding pattern on fee increases based on the survey's results from other cities. Mr. Deal replied that he didn't have a precise answer concerning whether or not the rentals were at the maximum and said he would respond to the Council concerning what the maximum rental capacity is. However, he noted that the field rentals are in high demand.

Ms. Tarry discussed the \$2.4 million Planning and Community Development budget. She highlighted that the 2012 budget reflects two positions eliminated and two being moved to the Public Works Department. She reviewed the revenue trends, permit revenue, land use and plan check fees. Deputy Mayor Hall commented that financial documents show that the average homeowner will pay \$509 in property taxes per year, and he is interested in how those costs for average household for City services compare with the school district and utility districts. Councilmember Roberts said that he wants to ensure permitting is timely and predictable and wanted to know if the loss of two planners will change this. Ms. Tarry responded that the staff recommendation is that the department will still be able to process permits in a timely fashion. Councilmember Eggen thanked the department for its increased efficiency over the past 2-3 years due to a significant drop in the average number of days required to issue a permit.

(b) Discussion of Light Rail Alignment Alternatives

Alicia McIntyre, Senior Transportation Planner, provided a report and recommended that Council adopt the draft guiding principles for light-rail alignment. She explained that upon achieving Council consensus of these principles, the City staff will return to Council on November 14 with a recommended position on light-rail alignment. She concluded that the Council position on light-rail alignment will be forwarded to the Sound Transit Board for consideration as they move through the environmental process.

Deputy Mayor Hall moved to approve the guiding principles as shown on Attachment A as updated on October 19, 2011. Councilmember Roberts seconded the motion.

Deputy Mayor Hall spoke in support of the motion. Councilmember Roberts also spoke in support and inquired about Sound Transit's process/analysis of station areas. Ms. McIntyre replied that Sound Transit will mostly focus their analysis on the alignment.

Councilmember Eggen requested a summary of comments received by Sound Transit and Ms. McIntyre said Sound Transit will provide a scoping report. She communicated that most of the comments were related to alignment preferences with most comments supporting the I-5 alignment.

A vote was taken on the motion to approve the guiding principles as shown on Attachment A as updated on October 19, 2011, which carried 7-0.

9. ADJOURNMENT

At 8:32 p.m., Mayor McGlashan declared the meeting adjourned.

Scott Passey, City Clerk

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