

CITY OF SHORELINE
SHORELINE CITY COUNCIL
SUMMARY MINUTES OF SPECIAL MEETING

Monday, September 9, 2013
5:30 p.m.

Conference Room 104 - Shoreline City Hall
17500 Midvale Avenue North

PRESENT: Mayor McGlashan, Deputy Mayor Eggen, Councilmembers Hall, McConnell, Winstead, Salomon, and Roberts

ABSENT: None

STAFF: Julie Underwood, City Manager; Debbie Tarry, Assistant City Manager; Robert Hartwig, Administrative Services Director; Mark Relph, Public Works Director; Jessica Simulcik Smith, Deputy City Clerk

GUESTS: None

At 5:39 p.m., the meeting was called to order by Mayor McGlashan, who presided.

Executive Session

At 5:39 p.m. Mayor McGlashan announced that the Council would recess into an Executive Session for a period of 10 minutes to discuss a matter of personnel, per RCW 42.30.110(1)(i). All Councilmembers were present with the exception of Councilmember Hall and Roberts who arrived by 5:44 p.m. Julie Underwood, City Manager, and Marci Wright, Human Resources Manager, were also present. At 5:51 p.m. the Executive Session concluded and the special meeting resumed at 5:52 p.m.

Ten Year Financial Sustainability Plan

Ms. Underwood outlined the tentative timeline for Council review of the Ten Year Financial Sustainability Plan (Plan). Mr. Hartwig explained that due to short staffing and a heavy workload, staff is recommending the timeline be delayed one month.

Councilmembers discussed the options of starting the committee schedule on time, stretching it out, or delaying it. While they agreed the information in the Plan is important to inform a balanced budget consistent with Council priorities, due to staff's workload and transition to a new City Manager, there was consensus to complete the Plan in time to inform the 2015 budget.

2014 Supplemental Budget Requests

Ms. Underwood explained that in preparing the draft 2014 Budget, she asked staff to identify needs that, if fulfilled, will enable them to more fully serve the Shoreline community and advance Council goals. She reported that the needs expressed were greater than the financial resources available. The rationale she used when evaluating and prioritizing them for recommended funding was on accomplishing Council goals and maintaining the City's assets. Ms. Underwood pointed to her preliminary list of supplemental budget requests and asked Council for feedback.

Councilmembers emphasized supplemental budget requests must be sustainably funded in future years and there was preference shown for spending one-time savings on one-time projects. Councilmembers requested that staff bring back detailed justification on adding new positions, and investigate the possibility of using the expertise of existing staff or a consultant to fulfill needs. It was requested that staff also provide specific examples of cases where increased spending today will save money tomorrow.

Ms. Underwood reported the supplemental budget requests would come back to Council as part of the department budget presentations, beginning on October 14.

At 6:58 p.m. the meeting was adjourned.

Jessica Simulcik Smith, Deputy City Clerk