

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

Monday, October 14, 2013  
7:00 p.m.

Council Chambers - Shoreline City Hall  
17500 Midvale Avenue North

PRESENT: Mayor McGlashan, Councilmembers Hall, Winstead, and Roberts

ABSENT: Deputy Mayor Eggen, Councilmembers McConnell, and Salomon

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 with the exception of Deputy Mayor Eggen, and Councilmembers McConnell, and Salomon.

**Upon motion by Councilmember Hall, seconded by Councilmember Winstead and carried 4-0, Deputy Mayor Eggen, and Councilmembers McConnell, and Salomon were excused.**

3. REPORT OF THE CITY MANAGER

Debbie Tarry, Interim City Manager, provided reports and updates on various City meetings, projects, and events.

4. COUNCIL REPORTS

Councilmember Roberts reminded Council of the deadlines for Sound Cities Association regional board and committee nominations.

Mayor McGlashan reported that, along with other Councilmembers, he attended the Shorewood High School dedication. He highlighted the features of the new high school.

5. PUBLIC COMMENT

a) Jerry Patterson, Shoreline, on behalf of the Shoreline Coalition for Open Government, introduced SCOG and shared that its vision is to achieve self sustaining open government

practices through citizen education and government accountability. He welcomed the opportunity to discuss how Council Goal #4 coincides with its vision.

6. APPROVAL OF THE AGENDA

**Upon motion by Councilmember Hall, seconded by Councilmember Roberts and carried 4-0, the agenda was approved.**

7. CONSENT CALENDAR

**Upon motion by Councilmember Winstead, seconded by Councilmember Hall and carried 4-0, the following Consent Calendar items were approved:**

**(a) Minutes of Business Meeting of September 30, 2013**

**(b) Approval of expenses and payroll as of October 4, 2013 in the amount of \$2,493,486.57**

8. ACTION ITEMS

**(a) Adoption of Res. No. 351 AWC Self Insured Benefit Trust**

Richard Moore, Human Resources Analyst, provided the staff report recommending that Council adopt Resolution No. 351, which authorizes the Interim City Manager to execute the Association of Washington Cities (AWC) Employee Benefit Trust Health Care Program Interlocal Agreement. The City's provider of its benefits package is the AWC Employee Benefit Trust, which recently moved from a fully funded insured benefit program to a self-insured model. The requirements of this change mean the Trust must comply with state statutes regarding local government insurance transactions as well as follow state law and rules administered by the Washington State Risk Manager. One of those requirements is that each member must approve, by resolution, an Interlocal Agreement authorizing the City to participate in the self-insured program.

Mr. Moore stated the change is being made for cost savings, and reviewed that there will be no 2014 rate impact. He noted the City receives a Well City rate discount, and that employee benefit plans will remain the same.

**Councilmember Hall moved adoption of Resolution No. 351 authorizing an Interlocal agreement creating AWC Self Insured Benefit Trust. Councilmember Roberts seconded the motion.**

Councilmembers commended staff for keeping costs down while maintaining the same level of benefits, and on the City's robust Wellness program that helps to reduce the price of premiums.

**A vote was taken on the motion, which carried 4-0.**

9. STUDY ITEMS

(a) 2014 Proposed Budget Discussion

Ms. Tarry provided introductory comments and thanked City staff for their efforts on producing the proposed 2014 Budget. She discussed how the City's workplan is the alignment of the budget with 24/7 City services, Council Goals, community priorities, and organizational performance and capacity building. She reported that the 2014 Proposed Budget is a \$71.9 million balanced budget. She then highlighted budget recommendations that accomplish Council Goals, and propose changes in staffing, and equipment purchases.

Bob Hartwig, Administrative Services Director, provided a high-level overview outlining the proposed 2014 Budget. He provided information on budget funding sources and expenditures, property tax revenues, staff compensation, and changes to the fee schedule. He reported Operating Funds are \$36.9 million, the proposed Capital Improvement Plan Budget is \$25.0 million, and the Surface Water Utility Budget is \$5.2 million. He then reviewed the proposed major capital projects. Mr. Hartwig concluded with reviewing the 2014 budget review and adoption schedule.

Councilmembers requested information on increases to employee salaries, the contract with Snohomish County for jail services, and on the timing of the utilities study.

Mr. Hartwig stated that \$60,000 of the salary increases were a result of the salary comparison. Ms. Tarry responded that staff contacted Snohomish County and learned that they want to reduce their capacity from 1,200 to 1,025 beds. At the next Council meeting, staff will provide data on the cost of shifting a percentage of prison days back to King County.

(b) Council Goal 4 Update: Enhance Openness and Opportunities for Community Engagement

Eric Bratton, Management Analyst, provided an update on the City's progress on Council Goal #4: Enhance Openness and Opportunities for Community Engagement. He reviewed action steps and outlined projects, efforts, and initiatives the City has been doing to accomplish them:

- Action Step 1: Communicate and provide opportunities for public input on key policies and initiatives.  
Mr. Bratton reported that the City's top three venues to get information out are *Currents*, the Recreation Guide, and the website. Staff is currently working on enhancements to *Currents* and the website. He reviewed that the City has gathered public input by holding open houses, sponsoring community events, supporting neighborhood groups, and launching creative interactive tools.
- Action Step 2: Continue to support neighborhood associations and volunteer initiatives and to host community forums and workshops.  
Mr. Bratton reported that the City has worked with the Council of Neighborhoods to increase its visibility, update its vision and values statements, and design a new logo. He also noted that the Neighborhood Mini-Grant Program is very popular.

- Action Step 3: Develop a workplan to make more documents available online and to improve the website's ease of use.  
Mr. Bratton indicated staff has gone through the website section by section to clean it up, make it more accessible, navigable, and user friendly. He reviewed the new permit search feature, and traffic complaint form.
- Action Step 4: Advance public engagement with implementation of the City's e311 system, online town hall forums, online service requests, survey tools and social media platforms.  
Mr. Bratton reviewed the social media platforms and other tools the City currently uses. He then briefed Council on the status of Speakup Shoreline, and moving SeeClickFix to the e311 system.
- Action Step 5: Enhance the City's crime prevention and safe community communication program.  
Mr. Bratton advised that the City launched Shoreline Watch to expand on the City's Neighborhood Block Watch Program and improve communication between police and neighborhoods. He noted that the City's new emergency alert communication tool is called Alert Shoreline, and it will launch in November.

Councilmembers expressed a desire to continue the Block Watch program, and ensure that e311 is as easy to use as SeeClickFix. It was pointed out that in an effort to keep the public informed, meeting materials and public comments are also posted online. There was discussion on the private neighborhood social networking site Nextdoor, and on monitoring what is going on in neighborhoods. There was agreement that the City should continue to ask the public how they want to connect.

#### 10. ADJOURNMENT

At 8:35 p.m. Mayor McGlashan declared the meeting adjourned.

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Jessica Simulcik Smith, Interim City Clerk