

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

Monday, March 17, 2014  
7:00 p.m.

Council Chambers – Shoreline City Hall  
17500 Midvale Avenue North

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

**ABSENT:** None

**1. CALL TO ORDER**

The meeting was called to order at 7:00 p.m. by Mayor Winstead. Mayor Winstead asked that a moment of silence be observed for the families, passengers and crew of Malaysia flight #370 with hopes that they are all found safely and quickly.

**2. FLAG SALUTE/ROLL CALL**

Mayor Winstead led the flag salute. Upon roll call by the City Clerk, all Councilmembers were present.

**3. REPORT OF THE CITY MANAGER**

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

**4. COUNCIL REPORTS**

Deputy Mayor Eggen reported on attending the Municipal Solid Waste Advisory Committee Meeting (MSWAC). He reported that community members from the proposed south transfer station spoke regarding issues related to the transfer station. He reported that a King County Counsel staff member commented on the MSWAC's recommendations for future transfer stations, asked for its position on future sites, and presented a list of questions for MSWAC to address. Deputy Mayor Eggen commented that the MSWAC will be involved in the County Planning Process for the next few months and that the Final Plan did include a NE station.

Mayor Winstead reported that along with Councilmembers McGlashan, Hall, McConnell and City Manager Debbie Tarry, she attended the National League of Cities Conference last week in Washington D.C. She reported they interacted with elected officials from around the country, exchanged ideas, shared experiences, and attended committee meetings and seminars designed to enhance the position of an elected official as representatives of their community.

Mayor Winstead reported that Councilmembers Hall, McGlashan and McConnell have been appointed to serve on the interview panel for the Library Board.

## 5. PUBLIC COMMENT

There was no public comment.

## 6. APPROVAL OF THE AGENDA

There was unanimous consent to adopt the agenda as presented.

## 7. CONSENT CALENDAR

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

- a) Minutes of Special Meeting of January 27, 2014  
Minutes of Special Meeting of February 3, 2014  
Minutes of Business Meeting of February 24, 2014
- b) Authorize the City Manager to execute a change order with Skyline Landscaping for the Meridian Park Wetland and Drainage Improvement
- c) Approval of Contract with Osborn Consulting for the Development of the McAleer Creek Basin Plan and the Ballinger Creek (Lyons Creek) Basin Plan

## 8. ACTION ITEMS

- a) Discussion of Subcommittee Recommendations and Appointment of Planning Commissioners

Steve Szafran, Senior Planner presented the staff report. He announced the expiring terms of three Planning Commissioners and reviewed the process for filling vacancies, and the Council Subcommittee's recommendation for appointment.

**Councilmember Hall moved to appoint Donna Moss, Jack Malek, and Terri Strandberg to the Planning Commission for 4-year terms that will run from April 1, 2014 through March 31, 2018. Councilmember Salomon seconded the motion.**

Councilmembers commented on the qualifications of the appointees. Councilmember Roberts invited the newly appointed Commissioners up to the podium to introduce themselves.

Councilmembers thanked Michelle Wagner and Cynthia Esselman for their service on the Planning Commission and commitment to the City of Shoreline.

Donna Moss thanked Council for her reappointment and stated she has lived in Shoreline for 26 years and that it is a pleasure serving the citizens and the City of Shoreline.

Terri Standberg thanked Council for her appointment and said she is looking forward to the next four years and is excited to be part of the Planning Commission.

Jack Malek stated he has been a resident of Richmond Beach for 13 years and thanked Council for his appointment.

- b) Motion to Waive Council Rules and Reappoint the 2013 Council Subcommittee for Parks, Recreation and Cultural Services Board Appointments

John Norris, Assistant City Manager presented the staff report. He reported that due to a resignation, a position on the PRCS/Tree Board has become vacant and needs to be filled. Staff is recommending waiving council rules to allow the 2013 Council Subcommittee consisting of Mayor Winstead, Councilmember McConnell and Councilmember Roberts, to identify a PRCS/Tree Board candidate from 2013 interviewees to serve out the remainder of the term.

**Councilmember Hall moved to waive Council rule 2.3F and 2.4 and reappoint Mayor Winstead, Councilmember McConnell and Councilmember Roberts to a Council subcommittee to recommend to the full Council a citizen who will replace PRCS Board Commissioner McAuliffe on the PRCS Board through the remainder of his term. Councilmember Salomon seconded the motion.**

**The motion carried 7-0.**

Mayor Winstead called for a recess at 7:53 p.m. and reconvened the meeting at 7:58 p.m..

## 9. STUDY ITEMS

- a) Continued Discussion of the 10 Year Financial Sustainability Plan

City Manager Tarry, introduced Robert Hartwig, Administrative Services Director and Rick Kirkwood, Senior Budget Analyst.

Mr. Hartwig provided background information regarding the Ten Year Financial Sustainability Plan. He reported on the process to date and expected outcomes which include the development of a preferred alternative based on identified strategies; alternatives to assist in the annual budget process; strategies to close potential budget gaps before they occur; strategies to keep the budget balanced into the future; and strategies to maintain reserves in accordance with city policies.

Mr. Hartwig reported the 4<sup>th</sup> Subcommittee Meeting focused on the Core and Quality of Life Services. The cost of services and the revenue that offset respective costs were reviewed and a demonstration of the effects of each of the preferred alternatives were presented. He reported the Subcommittee identified

economic development options, expenditures options, and options to increase revenue as focal strategies. Mr. Hartwig presented models that displayed the individual and collective impact of each option.

A Councilmember requested clarification regarding the Business and Occupation Tax (B&O) proposal stating that it should only be implemented on businesses above a certain income level. He asked if this had been accounted for in the model. Mr. Hartwig responded it was not included in the model but staff would calculate estimates for the next report.

Mr. Hartwig proceeded to highlight items discussed at the 5th Subcommittee Meeting. He reported on the overarching principals, modeled strategies, ranking of priorities, timing of strategies, potential long-term strategies including lobbying state legislators, ongoing monitoring, and communications with the public regarding the plan. He stated an additional strategy was included to focus on increasing investment earnings. Mr. Hartwig concluded his presentation by stating there will be one final meeting of the Subcommittee.

A Councilmember commented on the need to restore revenue sharing and to pursue new tax revenue sharing options from the legislature. It was pointed out that a local tax options for the gambling tax was not included, and information on how other jurisdictions are handling this tax revenue with the goal of easing the burden on general property tax payers. Mayor Winstead recalled the Subcommittee reviewed the issue of local tax options. Mr. Hartwig responded staff would respond to local tax options in the next Subcommittee staff report.

A Councilmember stated a long term compensation plan had been completed. Ms. Tarry responded that the commitment was to fund the study as part of the 2015 year budget and include it as a recommendation by the Subcommittee in the 10 Year Financial Sustainability Plan.

It was asked if the models presented were realistic based on historical budgets and costs, and specifically the costs the City does not control. Mr. Hartwig responded that the scenarios presented are targets to strive for and that some expenditures/costs are out of the City's control but the City can seek innovative cost efficient savings options.

Ms. Tarry commented that the City is aiming to maintain current staffing levels going forward, and further growth and expenditures are forecast at conservative levels. She stated, historically, staff costs have been under budget and this practice will be continued. There will be ongoing monitoring and review to see if targets are being met.

It was asked what the next steps for Council discussion are. Mr. Hartwig responded that if the full Council supports the recommendations presented by the Subcommittee, he anticipates a decision could be made in one meeting.

A Councilmember noted there will be an opportunity for the public to make comments on the draft plan. Mr. Hartwig confirmed the draft Plan would be presented to the public to comment on prior to Council adoption.

A Councilmember expressed concern over moving forward with a preferred alternative that includes a B&O tax without having an in depth discussion on that particular item. He stated he prefers an alternative focused on reducing expenditures and promoting economic development. There was additional concern expressed that a B&O tax might conflict with the economic development goals of the City. It was preferred that a combination of all options should be implemented to address potential deficits of future years.

Mr. Hartwig reviewed the next steps which includes the final Subcommittee meeting, the public input process, and a Subcommittee recommendation presented to the full Council. Ms. Tarry clarified the strategy was to explore the B&O tax as one of the preferred alternatives.

Mayor Winstead commented that the exploration of this process provides a platform for further deliberations in the future and expressed her pleasure in being a member of the Subcommittee.

Mayor Winstead adjourned the meeting at 8:14 P.M.

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Jessica Simulcik Smith, City Clerk