

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

Monday, September 22, 2014  
7:00 p.m.

Council Chambers - Shoreline City Hall  
17500 Midvale Avenue North

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

**ABSENT:** Councilmember Hall

1. CALL TO ORDER

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

2. FLAG SALUTE/ROLL CALL

Mayor Winstead led the flag salute and the City Clerk called the roll.

**Upon motion by Councilmember McConnell, seconded by Deputy Mayor Eggen, and carried 6-0, Councilmember Hall was excused from the meeting for personal reasons.**

(a) Proclamation of Mayor's Day of Concern for the Hungry

Mayor Winstead read a proclamation declaring September 27, 2014 as Mayor's Day of Concern for the Hungry in the City of Shoreline. Kevin Osborne, Director, and Debra Grant, Client Services Director, for Hopelink, accepted the proclamation.

Mr. Osborne thanked community volunteers and the City for their support, and shared that Hopelink has given out 200,090 pounds of food to Shoreline residents in the last 12 months. Ms. Grant shared Hopelink's goal is to increase their clients' stability to help them exit poverty.

3. REPORT OF THE CITY MANAGER

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

4. COUNCIL REPORTS

Councilmember Salomon attended the Salmon Recovery Group meeting on the Lake Washington Watershed. He reported that salmon returns are poor, and commented that the issue is continuing to be addressed.

**5. PUBLIC COMMENT**

Tom Petersen, Richmond Beach Community Association, shared that the Association conducted a citizen survey for Richmond Beach Residents. He shared that results show residents have a strong sense of community in Richmond Beach and are satisfied with their quality of life. He recalled a question regarding quality of life five years in the future, and remarked that half of respondents thought it will be about the same and half thought things would get worse due to the Point Wells Development. He conveyed that limiting the size of Point Wells ranks as important, and that improving communication with City Hall is the second greatest concern to residents.

Mayor Winstead stated that the Richmond Beach Survey has been provided to Councilmembers for review.

**6. APPROVAL OF THE AGENDA**

**The agenda was adopted by unanimous consent.**

**7. CONSENT CALENDAR**

**Upon motion by Councilmember McGlashan, seconded by Councilmember Roberts and carried 6-0, the following Consent Calendar items were approved:**

**(a) Minutes of Workshop Dinner Meeting of September 8, 2014; and Minutes of Business Meeting of September 8, 2014**

**(b) Approval of expenses and payroll as of September 5, 2014 in the amount of \$1,218,071.47**

**\*Payroll and Benefits:**

<b>Payroll Period</b>	<b>Payment Date</b>	<b>EFT Numbers (EF)</b>	<b>Payroll Checks (PR)</b>	<b>Benefit Checks (AP)</b>	<b>Amount Paid</b>
8/3/14-8/16/14	8/22/2014	57131-57359	13364-13399	57797-57804	\$623,887.31
					<u>\$623,887.31</u>

**\*Wire Transfers:**

<b>Expense Register Dated</b>	<b>Wire Transfer Number</b>	<b>Amount Paid</b>
8/26/2014	1085	\$19,288.16
		<u>\$19,288.16</u>

**\*Accounts Payable Claims:**

<b>Expense Register Dated</b>	<b>Check Number (Begin)</b>	<b>Check Number (End)</b>	<b>Amount Paid</b>
8/27/2014	57617	57617	(\$696.00)
8/27/2014	57736	57736	\$696.00
8/28/2014	57737	57750	\$171,107.54
8/28/2014	57751	57764	\$32,980.00
8/28/2014	57765	57792	\$57,854.82
8/28/2014	57793	57796	\$14,078.29
9/4/2014	57805	57809	\$38,158.91
9/4/2014	57810	57826	\$249,782.76
9/4/2014	57827	57831	\$10,933.68
			<u><u>\$574,896.00</u></u>

## 8. STUDY ITEMS

### (a) Discussion of 2014 Citizen Satisfaction Survey

Debbie Tarry, City Manager, commented that the Citizen Survey has been conducted since 2004 and that there is now a decade of information to draw from. She introduced Ron Vine, Senior Vice President, ETC Institute, and Eric Bratton, Communications Program Coordinator, to present the staff report. Mr. Vine explained that the purpose of the study is to allow the City to assess residents' satisfaction with the delivery of city services, benchmark results against previous surveys, compare the City's performance with national and regional benchmarks, and identify areas of importance for improvement. He explained the methodology and summarized trends in satisfaction for the following categories:

- Quality of City parks, programs and facilities
- Quality of police services
- Overall quality of services provided by the City
- Effectiveness of sustaining environment quality
- Effectiveness of communication with the public
- City storm water runoff/management system
- Flow of traffic and congestion
- Enforcement of City codes and ordinances
- Quality of human services

He presented the major findings of the study, which are: 1) major city services have largely shown significant increases in residents' satisfaction since benchmarking began in 2004; 2) overall flow of traffic and congestion management remains the top service item to address over the next two years; 3) satisfaction with city services compare favorably with other midsize communities; 4) feedback on special issues provide direction on future capital investments, strategies for increasing revenue, and overall direction on where the City is headed; and 5) the Important/Satisfaction Matrices show services where the City is exceeding expectations, should provide continued emphasis, and have opportunities for improvements.

Councilmembers expressed appreciation for the survey and commented on the importance of getting an unbiased report on how the City is providing services to Shoreline citizens. They noted the data shows improvement and stability over the past 10 years, but pointed out that some items have ticked down from the last two years, and requested that these items be examined in the goal setting retreat. They questioned why satisfaction in the availability of public transportation dropped with this survey, and if the 7% shift from “City is on the right track” to “Don’t know” was caused by heavier weighting of renters’ responses.

Mr. Vine explained that the most important trend is the comparison of where the City was in 2004 and where it is today, and then evaluate how budget decisions have impacted citizen satisfaction. He commented that the drop in satisfaction with the “availability of public transportation” is not significant and explained that it could be attributed to the lack of awareness of transportation services. He talked about high satisfaction levels in the categories of Shoreline “as a place to live” and “as a place to raise children” supporting that the City is moving in the right direction, and stated he will follow up with Council on the impact of weighting renters.

(b) Discussion of Preliminary 2015 Budget

Ms. Tarry commented that tonight’s discussion previews the City Manager’s 2015 Budget Recommendations scheduled to be presented on October 13<sup>th</sup>, and provides projections for the 2014 Ending Budget. She introduced Robert Hartwig, Administrative Services Director, to provide the staff report. Mr. Hartwig reviewed 2014 projected ending fund balances; reserve fund balances; 2015 budgeting priorities; and presented 2015 operating revenue and expenditure forecasts assumptions, including the addition of 2.05 new full-time equivalent (FTE) positions. He talked about expenditure assumptions regarding revenue and permit activity, park maintenance hours, and supplemental requests. He shared that Capital Improvement Projects (CIP) total \$68.9 Million over the next six years, and noted that the large projects are Aurora, roads surface maintenance, and stormwater pipe replacements. He reviewed and compared the 2014 and 2015 Ten-Year Financial Sustainability Plan, and pointed out that the anticipated revenue/expenditure gap has moved from 2018 to late 2019. He concluded with reviewing the 2015 Budget & CIP review schedule.

Councilmembers expressed gratitude to Administrative Services Staff for the preparation and management of the budget. They requested additional detail when adding ongoing costs, an analysis on allocating some of the budget savings to human services, and investigating a City home detention policy to help defray jail expenses. They asked for data on how the human services budget has been trending in past years, how it correlates to the Consumer Price Index, and to have important community needs identified. Councilmembers commented on the role of the State as the provider of human services, cautioned against having the burden shift to cities, and advised against one time funding allocations.

9. EXECUTIVE SESSION

At 8:27 p.m., Mayor Winstead announced Council recess into an Executive Session for a period of 40 minutes as authorized by RCW 42.30.110(1)(i) to discuss with legal counsel potential litigation to which the City is likely to become a party. City staff attending the Executive Session

included: Debbie Tarry, City Manager; John Norris, Assistant City Manager; and Julie Ainsworth-Taylor, Interim City Attorney. At 9:10 p.m., Mayor Winstead emerged to announce a 15 minute extension to the Executive Session. At 9:27 p.m., Mayor Winstead reconvened the City Council Meeting.

**Councilmember Salomon moved to direct the City Manager and City Attorney to take appropriate legal action to respond to the Snohomish County Boundary Review Board decision on Shoreline's proposed assumption of the Ronald Wastewater District. The motion was seconded by Councilmember McGlashan, and carried 6-0.**

10. ADJOURNMENT

At 9:28 p.m., Mayor Winstead declared the meeting adjourned.

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Jessica Simulcik Smith, City Clerk