

CITY OF SHORELINE
SHORELINE CITY COUNCIL
SUMMARY MINUTES OF REGULAR MEETING

The purpose of these minutes is to capture a high-level summary of Council's discussion and action. This is not a verbatim transcript. Meeting video and audio is available on the [City's website](#).

Monday, October 10, 2022
7:00 p.m.

Council Chambers - Shoreline City Hall
17500 Midvale Avenue North

PRESENT: Mayor Scully, Deputy Mayor Robertson, Councilmembers McConnell, Mork, Roberts, Pobe, and Ramsdell

ABSENT: None.

1. CALL TO ORDER

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

2. FLAG SALUTE/ROLL CALL

Upon roll call by the Deputy City Clerk, all Councilmembers were present except for council member McConnell who joined the meeting at 7:19 p.m.

3. APPROVAL OF THE AGENDA

Councilmember Mork moved to postpone discussion on the Draft 2022 Climate Action Plan Update until November 7, 2022, which was seconded and passed by unanimous consent, 6-0.

The agenda as amended was approved by unanimous consent.

4. REPORT OF CITY MANAGER

Debbie Tarry, City Manager, reported on various City meetings, projects, and events.

5. COUNCIL REPORTS

Councilmember Pobe reported his attendance to a meeting of the SeaShore Transportation Forum. They discussed increasing the efficiency of implementing HOV on I-5.

6. PUBLIC COMMENT

The Council heard comments from the public from approximately 7:06 p.m. to 7:19 p.m. Written comments were also submitted to Council prior to the meeting and are available on the [City's website](#).

Sigrid Strom, Shoreline resident, said she left written comments for Council about the Draft Climate Change Action Plan and invited them to contact her if needed.

Phillip Brock, Shoreline resident, spoke about financial hardship for homeowners due to the proposed levy rate in Proposition 1.

Lisa Brock, Shoreline resident, stated that it is difficult for residents to get information on Proposition 1 and expressed dissatisfaction with the proposed levy rate.

Susanne Tsoming, Shoreline resident and representative of Save Shoreline Trees, asked Council to consider funding a consulting team to advise on retaining the tree canopy in the City.

Kathleen Russell, Shoreline resident and representative of Save Shoreline Trees, asked for a Tree Canopy Study, using 2017 methodology, to be included in the budget for 2023.

7. CONSENT CALENDAR

Upon motion by Deputy Mayor Robertson, seconded, and unanimously carried 7-0, the following Consent Calendar items were approved:

(a) Approval of Minutes of Regular Meeting of September 26, 2022

(b) Approval of Expenses and Payroll as of September 23, 2022 in the Amount of \$3,166,266.80

***Payroll and Benefits:**

Payroll Period	Payment Date	EFT Numbers (EF)	Payroll Checks (PR)	Benefit Checks (AP)	Amount Paid
8/21/22 - 9/03/22	9/9/2022	104382-104619	17952-17957	86701-86704	\$667,974.07
8/21/22 - 9/03/22	9/16/2022			WT1287- WT1288	\$120,371.19
					\$788,345.26

***Wire Transfers:**

Expense Register Dated	Wire Transfer Number	Amount Paid
		\$0.00

***Accounts Payable Claims:**

Expense Register Dated	Check Number (Begin)	Check Number (End)	Amount Paid
9/14/2022	86640	86665	\$347,624.65
9/14/2022	86666	86700	\$179,264.27
9/21/2022	86705	86738	\$1,066,416.28

9/21/2022	86739	86764	\$784,891.34
9/21/2022	83965	83965	(\$94.64)
9/21/2022	86765	86765	\$94.64
9/21/2022	86634	86634	(\$550.00)
9/21/2022	86766	86766	\$275.00
			<u>\$2,377,921.54</u>

8. STUDY ITEMS

(a) Review of the Proposed 2023-2024 Proposed Biennial Budget and Proposed 2023-2028 Capital Improvement Plan

City Manager, Debbie Tarry, described the 2023-2024 Biennial Budget (Budget) as a policy document used to help identify the City’s priorities and allocate resources. Staff are guided by Council direction and the vision of the City to determine priorities. The vision of the City is set through several documents such as the Parks Recreation and Open Space Plan, the Transportation Master Plan, and the Comprehensive Plan. Staff then develop a recommended budget to allocate financial and staffing resources.

Administrative Services Director, Sara Lane, stated that the 2023-2024 Proposed Biennial Resources Budget totals \$363.812 million across two years as detailed below. The proposed Expenditure Budget is \$358,186 million. The difference between the fund total and expenditure total makes up a savings fund for future purposes. She reviewed the Budget by funds as follows:

Fund Type	Total
Operating Fund	\$126,098,443
Debt Service Fund	\$12,438,886
Capital Fund	\$135,888, 443
Enterprise Fund	\$82,809,183
Internal Service Fund	\$950,810
Total City Budget	\$358,185,765

Ms. Lane stated the proposed Budget does not assume passage of the Levy Lid Lift. The City’s long-term financial picture is much different with or without the Levy. If the Levy does not pass, staff estimate \$31 million in property tax for the biennium. The City would have a budget shortfall of just over \$300,000 within the biennium and a significant shortfall in the following years. If the Levy Lid Lift does pass, staff estimate revenues would exceed expenditures for most of the six-year levy. The City would see a budget balance in 2027 and then face a budget shortfall.

The budget is updated every two years to ensure organizational strength, fiscal sustainability, and deliver public services. The proposed Budget provides for service levels that continue to benefit the community but does not satisfy all community and organizational needs and desires. The City maintains a Standard & Poor's bond rating of AA+ and a stable financial outlook. For 25 years, the City has had unmodified financial statement audit opinions from the State Auditor’s Office. For 21 years, the City has been certified for budget awards through the Government

Finance Officers Association. It is essential for the City to sustain public services so that Shoreline remains a good place for people to live and make investments.

Staff anticipate several changes to full-time equivalent staff hours. Through 2023 and 2024, the proposed Budget proposes to add a parks maintenance position and three positions to support the parking management program. There will be a reduction of light rail staff through 2024 as the light rail project winds down. Should the Levy Lid Lift pass, staff recommend a budget amendment to add at least one additional staff to the Information Technology and Human Resources departments. Personnel costs in the proposed Budget reflect increases from the Compensation Study and a 7.76% cost of living adjustment. This was done as a method to maintain the City's competitiveness and market position as a workplace. Staff anticipate another raise in personnel costs in 2024 as well due to increases in benefit rates.

Regarding Capital Improvement Projects, it was asked if specific projects have been selected as priorities. Ms. Lane answered affirmatively and explained that the proposed Budget Book reflects the plan. A question was asked about the inclusion of the Climate Action Plan in the proposed budget. Ms. Tarry responded that money is budgeted for projects anticipated to come out of the Climate Action Plan. Any additional projects from the Climate Action Plan would require a budget amendment. A Councilmember asked for information, in a future presentation, on whether more resources are needed for permitting processing and public education on permits.

- (b) Discussion of Ordinance No. 971 - Authorizing a One-Year Extension to the Right-of-Way Franchise with Frontier Communications Northwest (dba Ziplly Fiber) Originally Granted to Verizon Northwest Inc. (Ordinance No. 522) to Construct, Maintain, Operate, Replace, and Repair a Cable System Over, Along, Under, and Through Designated Public Rights-of-way in the City of Shoreline

Intergovernmental Program Manager, Jim Hammond, explained that Ordinance No. 971 will authorize a one-year extension to cable services provided by Ziplly. All franchise agreements require a periodic renewal with a maximum length of 15 years. Ziplly's last franchise agreement was authorized in 2008 and will expire in 2022. Mr. Hammond noted that there has been a significant decline in cable subscribers and it will be up to Ziplly to decide what that means for them in terms of the agreement moving forward. There is room for one final one-year extension then staff will work with Ziplly to determine a resolution.

A question was asked about the equipment used to operate the service if the cable provider were to leave. Mr. Hammond said each agreement requires a provider to remove equipment once service is stopped.

9. ADJOURNMENT

At 7:55 p.m., Mayor Scully declared the meeting adjourned.

Kendyl Hardy, Deputy City Clerk