Council Meeting Date: June 16, 2003 | Agenda Item: 6(a)

CITY COUNCIL AGENDA ITEM
CITY OF SHORELINE, WASHINGTON

AGENDA TITLE:	Update on the Progress of the Shoreline Bond Advisory Committee
DEPARTMENT:	City Manager's Office
PRESENTED BY:	Robert Olander, Deputy City Manager

PROBLEM/ISSUE STATEMENT:

2002-2003 City Council Goal Number 7 states as follows: "Establish a Shoreline Citizens Bond Advisory Committee to review and make recommendations regarding financing City capital improvements." The City Council appointed 24 citizens to the Shoreline Bond Advisory Committee on January 27, 2003 for this purpose. Two citizens have resigned from the committee. Councilmembers Gustafson and Ransom are serving as liaison committee members.

The Bond Advisory Committee (BAC) is scheduled to meet a total of eight times and complete their work with the assistance of a committee facilitator and cost estimator for this effort. A graphic of the decision process is provided in Attachment A: Bond Advisory Committee Proposed Decision Process. The Bond Advisory Committee meeting schedule and agendas are outlined in Attachment B: Bond Advisory Committee Timeline, Agendas and Workplan.

The BAC met for the first time on March 31. They have met a total of four times to date. The committee is nearing completion of the needs assessment phase of their work. They have reviewed and discussed projects in 12 categories including: sidewalks, street improvements/greenstreets, trails, surface water improvements, economic development, gateways, open space, access to water, parks, indoor recreation and cultural facilities, outdoor recreation, and other projects that do not fit in the previous categories.

The committee has identified a broad range of projects to be considered. Their next step is to narrow the project list so that cost estimates can be developed. The Committee will also be reviewing financial information, developing criteria to use in evaluating projects for inclusion in a potential bond issue, and utilizing community information that is being gathered as part of the Parks, Recreation and Open Space Plan update.

A statistically valid community survey will be conducted in July and August to test community priorities for various categories of capital projects and to gauge public support and willingness to pay for specific projects. The BAC will utilize this community input as part of their decision process.

Final recommendations are projected to be completed August 26 with a final report to be presented to the City Council at the September 15 workshop.

FINANCIAL IMPACT:

There is no separate budget appropriation for this project; however, staff has identified financial resources within existing professional services accounts to provide the needed resources for the committee.

RECOMMENDATION

No action is required. The staff report provides updated information to the Council on the activities of the Bond Advisory Committee and their remaining work plan.

Approved By: City Manager ____ City Attorney N/A

ATTACHMENTS

Attachment A: Bond Advisory Committee Proposed Decision Process – March 31, 2003
Attachment B: Bond Advisory Committee Timelines, Agendas and Workplan – April 17, 2003

CITY OF SHORELINE

Bond Advisory Committee Proposed Decision Process

Inputs & Information Needed

Needs Assessment/ Which Projects

- Facility wants, dreams, needs
- Opportunities
- Other efforts underway (Master Plan, Parks/OS Plan)
- "Packaging projects" and themes
- O&M Issues - maintenance vs. new
- Projects - scope, schedule and cost estimates

Citizen Sentiment

- Leisure Vision survey
  - Usage
  - Satisfaction
  - Unmet needs
  - Supportable price tag
  - Voter support
  - Community characteristics
- Committee members - what you see and hear in neighborhoods

Financing

- Profile of current & past investments, and how funded
- What are bonds, why and when used
- Types of capital financing/alternatives to a bond issue (General Fund, LIDs)
- Affordability (term, type, debt capacity, impact to taxpayer)

Questions the Committee will Answer

- What are community needs, desires, priorities that fit with bond financing?
- What are appropriate criteria for project selection?
- What are key tradeoffs among project types?
- Projects not right for bond might be right for other financing

- What's user/voter/citizen appetite for a bond issue?
- Willingness to pay for capital, O&M?

- What can the City and taxpayers afford? What are they willing to pay?
- What are financial implications for
  - Taxpayers
  - Citizens
  - City (first bond issue)

City Council Needs to Know

VIABLE PACKAGE/LIST OF PROJECTS APPROPRIATE FOR G.O. BOND

BOND SIZE, SCOPE, SCHEDULE & ESTIMATE

CITY'S FINANCIAL CAPACITY

BOND ISSUE?

IF YES...

- How to build community support for an issue
- Elements of success (others and Shoreline)
- Timing - when to go to ballot, when are others going?
- Bond vs. levy

IF NO...

- What are priorities?

Bond Advisory Committee
Timeline, Agendas and Workplan

GETTING STARTED	NEEDS ASSESSMENT Goal: Identify Community Needs, Desires, Priorities and a Way to Choose Among Them			OPPORTUNITY & COST ASSESSMENT Goal: Generate Viable Project Scope, Schedule & Estimate		PRELIMINARY & FINAL RECOMMENDATIONS Goal: Reach and Communicate Committee Decisions	
Meeting 1 **March 31**	**Meeting 2** **April 17** (Spartan)	**Meeting 3** **April 30** (Spartan)	**Meeting 4** **May 20** (Spartan)	**Meeting 5** **June 24** (Ballinger)	**Meeting 6** **July 15** (Spartan)	**Meeting 7** **August 4** (Library)	**Meeting 8** **August 26** (Spartan)
Forming the Committee Introductions Committee Charge Operating Principles Initial Priorities Introduce Survey	"State of the City" • Background & Inventory of Projects • Planning, GMA Context • Public Works (Sidewalks, SWM) • Parks & Recreation Brainstorm Project Ideas (walkabout session) Financing Capital Projects, Part 1: • Types of bonds • Debt capacity • Financial options • Taxpayer impact Survey warm-up: If you could ask the community anything...	Meet with Survey Consultant • Initial Questions • Survey Process Criteria to Screen/ Select Projects • Initial Brainstorming of Criteria by Project Type • How do we decide what is a priority? Major themes and ideas to build a bond issue around	Finalize Universe of Possible Projects Finalize Ideas About Criteria Initial Project Prioritization Exercise Using Criteria (and for Cost Estimation) Elements of a Successful Bond Issue Check-in: Co-Chairs	Finalize Prioritized Project List or "Packages" Using Criteria • Identify key or "anchor" projects • Projects right/not right for bond financing Financing Part 2: • Realistic Bond Size • Preliminary Project Funding Options • M&O requirements and maintenance levy concept Survey results, Part 1: • Facility Use • Customer satisfaction • Needs and Priorities	Cost Estimates for Project List Bring together learnings to date Initial go/no-go decision & discussion	Survey results, Part 2: • Priorities • Supportable levels of spending • Voter support Go/no-go decision & discussion • If yes, ballot timing • If no, recommendations about City priorities Preliminary recommendations • Viable package of projects • Bond size	Confirm/continue recommendations from Meeting 7 • Project packages • Presentation of recommendations Prepare briefings to City Council, PCRS and public