



March 10, 2016

Facilitator Jim Reid opened the meeting, reviewed the agenda for the evening, and asked for the committee to approve the summary of the February 25, 2016 meeting. The committee approved the summary of the February 25, 2016 meeting.

Economic Development – Presentation from Dan Eernisse Economic Development Manager

Questions:

How many FTEs staff the Economic Development Program?

Response: The Economic Development Program is staffed by Dan Eernisse alone but some of the work he delivers is supplemented by consultants and/or contractors as needed. Other cities have more staff for similar programs. Issaquah has about three FTEs while Seattle has an office of 15-20 FTEs devoted to film and music promotion.

Would it help to have additional staff dedicated to Economic Development?

Response: The City has not done a cost-benefit analysis study on this.

Who are some of the contractors used by the Economic Development Program?

Response: The City works with Shoreline Community College to offer Quick Start Shoreline, an opportunity for small businesses to network and learn from each other. The City has recently been undertaking efforts to better promote Shoreline by utilizing PRR, Inc. to create a marketing campaign and Bullseye Creative to build a cohesive, unified brand for Aurora Square.

Are you working with non-profits to develop affordable housing?

Response: Yes. One incentive to developers is the City's Property Tax Exemption Program (PTE). In order to qualify for the PTE incentive, the applicant must commit to rent 20% of the project's units to qualified renters at "affordable" rates.

Where are good sites for the proposed media campus?

Response: The current location of the Washington State Department of Transportation is one possible site. It's a five acre property that could be redeveloped. Fircrest is another possible option.

What kinds of productions are we looking to attract for the media campus?

Response: Productions could be anything – even reality TV.



Other City Services – Presentation from Sara Lane, Administrative Services Director

Questions:

Is the City inundated with public disclosure requests?

Response: Yes, they have increased in the past few years. Temporary support was recently added to the City Clerk Office to help with the large volume of requests. It has a big impact. There is a charge for hard copies of files but staff hours are not captured. State law does not allow for this.

Who oversees the City Clerk Office?

Response: The City Clerk's Office is a division of the City Manager's Office.

What is the cost of travel for the Yakima jail?

Response: Staff asked Yakima County staff about the cost of transportation from our primary booking facility, SCORE, when we were approached about contracting with the Yakima County Jail. In short, Yakima County Jail made some operational changes and now runs a bus between Yakima County Jail and SCORE at no additional charge to its contract partners.

How many exempt and non-exempt FTEs does the City have?

Response: Pending response from Human Resources.

For inmates that are housed at Yakima County Jail - have families provided feedback to the City about travel time to Yakima to visit their relatives?

Response: The City Council is concerned about the potential that inmates serving a sentence at Yakima County Jail will cause a hardship on a family member that desires to visit. However, the City looked at typical sentences and it's rare for an inmate to serve a sentence longer than three to four months. Yakima County Jail is looking into video conferencing (a Skype type system). It is also important to note that not all inmates booked on a Shoreline warrant are Shoreline residents and a person convicted of a gross misdemeanor can only be imprisoned for up to 364 days. During the months of January and February the City has housed 56 inmates at Yakima County Jail without any negative feedback.

Has the City looked at outside contractors for support services like IT and payroll?

Response: The City did use contracted services for some of these functions at one time; however, a full cost-benefit analysis has not recently been done for these services. The City did look at bringing animal control in house a few years ago but then realized that continuing to contract for this is a good bargain. The City has also recently explored the possibility of contracting out its street sweeping operations and is currently looking at the option of bringing landscaping in house.



Is it possible for the City to buy supplies in bulk by joining other cities when ordering?

Response: The City benefits from piggy backing off other contracts (State and other municipalities). This eliminates the need to negotiate new contracts.

Who processes felony offenders?

Response: King County processes felony offenders.

In 2013, the number of infractions dropped well below the level of prior years. What caused this drop?

Response: The City Manager realized that the Police Department was not placing enough emphasis on traffic enforcement and asked the Police Chief to redirect his officers where appropriate. One area the City Manager believed needed a greater level of traffic enforcement emphasis was in school zones.

Has the City considered using cloud computing?

Response: The City currently uses cloud computing for much of its IT needs.

Can we get a breakdown of FTEs by department?

Response: A breakdown by department of the City's budgeted position count and full-time equivalent amount is provided on pages 436-438 of the [2016 Proposed Budget and 2016-2021 CIP book](#).

[Revenue Sources](#) – Presentation from Sara Lane, Administrative Services Director

Questions:

For Shoreline what is the official median home price in 2016?

Response: For 2015 the median residence value was \$314,000. The county provides the median and we have not received that amount for 2016 yet.

What amount is the City able to apply the CPI inflator to in order to determine the next year's levy amount?

Response: The City is able to apply the inflator (CPI-U) to the previous highest levy. In 2012 assessed valuation dropped significantly which caused the levy rate to rise to the cap of \$1.60 and a resulting levy that was significantly lower than that levied in 2011. In 2013 the City was able to use the 2011 levy (the previous highest levy) as the basis to which it applied the inflator.

What happened in 2015 that caused the rate to drop to \$1.43?

Response: The assessed valuation increased in 2015 which allowed the City to apply the full amount of the inflator (CPI-U) to the previous highest levy (from 2014). The assessed valuation increased enough to allow the levy rate to drop from \$1.60.



Is the City able to exempt any portion of a property's assessed valuation from property tax (e.g., the first \$20,000 of value)?

Response: Pending.

Is the dollar bill illustration used elsewhere?

Response: Yes. It's been used in Currents and in the budget document.

When you buy something online how do they know how to tax it?

Response: The sales tax rate is determined by location code; however, this can be complicated when zip codes are shared by multiple jurisdictions (like some of ours are with Seattle). If a business collects sales tax, using your zip code plus the four additional digits can help the business identify the correct location code to which the tax needs to be reported. We monitor sales tax monthly and audit for business that are no longer reporting. We've found that when there's a change in business management the business may begin using the wrong location code and we've caught businesses paying sales tax to the wrong city. When this kind of error is discovered we work with the state Department of Revenue to investigate and resolve the issue.

How is Criminal Justice tax calculated and distributed?

Response: The Local Criminal Justice sales tax is collected countywide and distributed on a per capita basis. To that end Shoreline benefits when the level of activity is greater throughout the County as a whole than it may be locally in Shoreline.

Has the City incurred unemployment costs associated with the pool closure?

Response: That was considered by staff and it was determined that it would better to retain staff by reassigning them to other capacities during the pool closure. It just so happened that the timing of the pool closure worked out with normal staff transitions to other positions.

Does Burlington Northern pay for use of rights-of-way?

Response: Pending.

Are we anticipating new development around light rail?

Response: Pending.

Next meeting:

- 2014 Citizen Survey Overview
- Service Delivery Options

