

**CITY OF SHORELINE  
COUNCIL OF NEIGHBORHOODS MINUTES**

January 8, 2014  
7:00 pm

Shoreline City Hall

**COUNCIL OF NEIGHBORHOODS REPRESENTATIVES PRESENT:**

Ballinger – Patty Dooley  
Briarcrest – Ian Taylor  
Highland Terrace – Krista Tenney  
Hillwood – Ann Erickson, Boni Biery  
Innis Arden – June Howard, Lee Lageschulte  
Meridian Park – Gretchen Atkinson, Diane Mickunas-Ries  
Richmond Beach – Jack Malek, David Bannister  
Richmond Highlands – Lisa Surowiec  
Ridgecrest – Patty Hale

**VISITORS PRESENT:** Ridgecrest resident Jeremiah Fulford-Foster, Ridgecrest resident Tom Pointras, City Councilmember Doris McConnell

**CITY STAFF PRESENT:** Debbie Tarry, City Manager; Rob Beem, Community Services Manager; Nora Smith and Rosie O'Brien-Ochs, Neighborhood Coordinators

**I. Poem, Call to Order and Roll Call**

Board member June Howard read a poem about neighborhoods.  
Chair Atkinson called the meeting to order.

**II. Public Comment**

Patty Hale, Shoreline Police Volunteer, announced that the Eastside Storefront volunteers have now moved to City Hall as part of the consolidation of Police community services. They are on the second floor (along with volunteers from the former Westside Storefront), and working with Officer Steve Perry to serve residents on crime and safety issues.

**III. Review Minutes**

DECISION: The January 8 agenda was approved.

DECISION: Corrections were made to attendance at the November and December meeting minutes which were approved with changes.

**IV. New City Manager**

Debbie Tarry, the new City Manager, introduced herself. She has worked for the City of Shoreline for 13 years as Finance Director and more recently Assistant City Manager.

Ms. Tarry said her priorities include: providing service to the Shoreline community, integrity, teamwork and excellence. Ms. Tarry also outlined the expectations the City Council gave her:

- Build relationships and communicate
- SPU Water System Acquisition and Ronald Wastewater Assumption
- Light Rail Planning
- Maintaining a strong organization and succession planning (especially at a Director level)

In response to the CON Board's request that she address how economic development would be balanced with maintaining neighborhood character, Ms. Tarry made several comments:

- Vision 2029 clearly states that Shoreline will be a city of neighborhoods;
- The zoning map shows designated areas for more dense development, such as the Aurora Corridor;
- Change will also happen in Light Rail Study Areas at 145<sup>th</sup> and 185<sup>th</sup> but the timeline will be 20-30 years;
- The goal of economic development is to moderate the tax burden on our primarily residential community.

#### **V. Ground Rules**

Board member Patty Dooley introduced the draft CON Meeting Ground Rules that were generated last fall by the group and refined by the Board. After input around the circle, the following modifications were agreed upon:

- Revise title to CON Meeting Guidelines (instead of Ground Rules)
- Add an explanation of the intent that all voices be heard and no single voice dominates (to be developed)

Council of Neighborhoods

Meeting Guidelines (approved 1/8/2014)

*Insert explanation of intent once it is developed.*

#### General Meeting Rules

- Start and Stop on time
- End early if no more business
- Allow neighborhoods to share their current activities
- Limit the length of time for reports – no rambling
- Follow agenda
- Welcome new people and have them introduced by the chair
- Turn off cell phone ringers
- No side conversations

#### Discussion Rules

- Listen respectfully
- Verbal vote after motion is made
- Ok to pass
- Have chair recognize people (raise hand)
- Stay on topic
- One person speaking at a time
- Can only speak a second time if everyone else has had a turn

## VI. Meeting Structure

Chair Gretchen Atkinson introduced a proposed Council of Neighborhoods meeting format, with elements the Board has been trying out over the last year.

- Open with a poem
- An exercise or game *every other month* (to get to know each other better)
- A neighborhood “roundtable” *every other month* (opposite the exercise).
- A speaker from the City, a local non-profit or (other regional entity that provides service in the City)
- Training quarterly (need to identify topics of interest)

The group then identified topics of interest by going around the table:

### Topics for Speakers

- Pairs of speakers: City departments and non-profits or service providers they partner with
- Planning and Land Use topics
  - ❑ Community development and suburban infill
  - ❑ Land Use, planning, EIS vocabulary and processes
  - ❑ Land use change public meetings: trigger, notification area, comment period – what does it mean?
  - ❑ Planning Commission and what they are doing
  - ❑ CRA – and development by Sears
- City Departments, including Planning Department and City Attorney’s Office – what do they do? Any department – how to figure out who to call and what to expect? City Department representative and a community partner – how do they work together?
- City’s organizational structure: Department Roles and Boards/Commission Roles
- How to navigate the City’s Website

### Topics for Training

- Public speaking, Toastmasters, how to moderate a public meeting and introduce a topic
- Roberts Rules of Order and Parliamentary Procedure
- Land use and planning processes (Update J. Tovar’s presentation)

## VI. Welcome Packets

Board member Patty Dooley reintroduced the topic of Welcome Packets. She said a number of neighborhoods have been distributing them to new residents for about six months, and invited other neighborhoods to participate. Ms. Dooley will coordinate getting packet information to identified “coordinators” within each neighborhood. The suggestion was made to call them Information Packets.

## **VIII. Check in on 8 Touch Training**

Board member Jack Malek reviewed some key elements of the 8 touch training he provided last fall. He asked each person to review the possible methods of contact and commit to at least four in eight weeks for a new contact in the neighborhood.

## **IX. Councilmember Report**

City Councilmember Doris McConnell reviewed some key topics the City Council is discussing:

- Pt. Wells – Snohomish County is starting its EIS process. The City will hold a workshop on January 15 to educate and prepare residents for the EIS process.
- Pt. Wells – The City will be starting the Transportation Corridor Study in February to get public input in helping determine how to mitigate development impacts.
- 185<sup>th</sup> Street Light Rail Station – a report back on possible land use and design options will be held February 19 and 20.

## **X. Neighborhood Roundtable**

What is a challenge or opportunity in your neighborhood in 2014?

Hillwood: find new Board members;

Innis Arden: finish the entrance, increase City understanding of our covenants;

Briarcrest: more Board members, hold annual party in April;

Richmond Beach: finish sign on Richmond Beach road, complete a community survey;

Meridian Park: learn more about neighborhood organizations, reorganize and develop a Board;

Ballinger: create an active group for Brugger's Bog maintenance facility;

Westminster/Highland Terrace: working together to develop emerging leadership;

Ridgecrest: connections to businesses, start a new 1000 mile challenge at Paramount Park.

## **XI. Neighborhood Coordinator Report**

Community Services Manager Rob Beem stated:

- Marijuana legalization regulations are under development at a state level. Currently Shoreline has been designated to have 2 or 3 retail locations.
- A cold weather shelter is being provided by churches in Lake City and southeast Shoreline.
- Tax season is coming and we want to get the word out about Earned Income Tax Credit which brings about \$3 million into Shoreline; there will be a variety of locations with free tax help such as Hopelink and the libraries.

Neighborhood Coordinator Nora Smith made a number of announcements:

- The first electronic of Neighborhood News using the new Alert Shoreline mass communication system went out this week. Everyone is encouraged to sign up.
- Reminder that the plastic bag ban in retail stores begins February 1.
- In 2013 about \$18,000 out of \$20,000 allocated was spent on 5 mini-grants.
- Start thinking of 2014 Mini-Grant ideas.
- Seattle City Light will be doing tree trimming in Shoreline in 2014 according to the map distributed.

Neighborhood Coordinator Rosie O'Brien-Ochs also made a number of announcements:

- World Dance Party at Parkwood Elementary on February 7; all are welcome.
- Shoredog is having an organizing meeting on February 4; they are holding a video contest.

**The meeting was adjourned at approximately 9:10 pm.**