



AGENDA

[CLICK HERE TO COMMENT ON AGENDA ITEMS](#)

SHORELINE CITY COUNCIL WORKSHOP DINNER MEETING

Monday, April 9, 2012
5:45 p.m.

Conference Room 104 · Shoreline City Hall
17500 Midvale Avenue North

TOPIC/GUEST: Council Operations

SHORELINE CITY COUNCIL BUSINESS MEETING

Monday, April 9, 2012
7:00 p.m.

Council Chamber · Shoreline City Hall
17500 Midvale Avenue North

	<u>Page</u>	<u>Estimated Time</u>
1. CALL TO ORDER		7:00
2. FLAG SALUTE/ROLL CALL		
(a) Proclamation of Arbor Day	<u>1</u>	
3. REPORT OF THE CITY MANAGER		
4. COUNCIL REPORTS		
5. PUBLIC COMMENT		
<i>Members of the public may address the City Council on agenda items or any other topic for three minutes or less, depending on the number of people wishing to speak. The total public comment period will be no more than 30 minutes. If more than 15 people are signed up to speak, each speaker will be allocated 2 minutes. When representing the official position of a State registered non-profit organization or agency or a City-recognized organization, a speaker will be given 5 minutes and it will be recorded as the official position of that organization. Each organization shall have only one, five-minute presentation. Speakers are asked to sign up prior to the start of the Public Comment period. Individuals wishing to speak to agenda items will be called to speak first, generally in the order in which they have signed. If time remains, the Presiding Officer will call individuals wishing to speak to topics not listed on the agenda generally in the order in which they have signed. If time is available, the Presiding Officer may call for additional unsigned speakers.</i>		
6. APPROVAL OF THE AGENDA		
7. CONSENT CALENDAR		7:20
(a) Minutes of Business Meeting of February 27, 2012	<u>3</u>	
Minutes of Special Meeting of March 5, 2012	<u>9</u>	
Minutes of Special Meeting of March 19, 2012 (5:45)	<u>15</u>	
Minutes of Special Meeting of March 19, 2012 (7:00)	<u>17</u>	

- (b) Approval of expenses and payroll as of March 30, 2012 in the amount of \$2,030,235.25 22
- (c) Adoption of Ordinance No. 632, Amending the 2012 Budget for Uncompleted 2011 Capital and Operating Projects, and Increasing Appropriations in the 2012 Budget 24
- (d) Authorize the City Manager to enter into an Agreement with Northwest Center for Right of Way Landscaping Services for a 2012 in an amount of \$88,041 40
- (e) Authorizing the City Manager to File a Complaint to Recover Damages from Gary Merlino Construction Company, Inc. and SCI Infrastructure for Defective Right-of-Way Poles Installed with the North City Right-of-Way Project and the First Mile of the Aurora Project 54
- (f) Authorizing the City Manager to Execute a Purchase/Sale Agreement for Acquisition of Right-of-Way at 19906 and 19912 Aurora Avenue N for the Aurora Corridor Improvement Project (N 192nd to N 205th Streets) 68

8. UNFINISHED BUSINESS

- (a) Animal Control Implementation Plan Follow-Up Discussion – Regional Animal Services of King County Interlocal Agreement 71 7:20

9. NEW BUSINESS

- (a) Growing Transit Communities – Consortium Agreement 78 7:50
- (b) Single-Use Plastic Bag Regulations Discussion 107 8:20
- (c) Proposed 2012-2014 Council Goals and Workplan 120 9:15

10. ADJOURNMENT 9:45

The Council meeting is wheelchair accessible. Any person requiring a disability accommodation should contact the City Clerk's Office at 801-2231 in advance for more information. For TTY service, call 546-0457. For up-to-date information on future agendas, call 801-2236 or see the web page at www.shorelinewa.gov. Council meetings are shown on Comcast Cable Services Channel 21 and Verizon Cable Services Channel 37 on Tuesdays at 12 noon and 8 p.m., and Wednesday through Sunday at 6 a.m., 12 noon and 8 p.m. Online Council meetings can also be viewed on the City's Web site at <http://shorelinewa.gov>.

CITY COUNCIL AGENDA ITEM
CITY OF SHORELINE, WASHINGTON

AGENDA TITLE:	Arbor Day Proclamation
DEPARTMENT:	City Council/City Manager/City Clerk
PRESENTED BY:	City Council
ACTION:	<input type="checkbox"/> Ordinance <input type="checkbox"/> Resolution <input type="checkbox"/> Motion <input type="checkbox"/> Discussion <input type="checkbox"/> Public Hearing

INTRODUCTION

In 1872, Arbor Day was first observed with the planting of more than a million trees in the State of Nebraska. Arbor Day is now observed throughout the nation and the world. The City of Shoreline has long recognized the benefit of improving the natural environment for present and future generations. Natural areas, trees, and landscapes provide not only community beautification but also economic and environmental benefits.

This proclamation recognizes Arbor Day in the City of Shoreline and encourages Shoreline citizens to participate in appropriate activities and to enjoy the parks and other natural areas in our community. National Arbor Day for 2012 is April 27.

Bill Clements, the Chairman of the Parks, Recreation, and Cultural Services Board and the City's Tree Board will be present to accept the proclamation.

RECOMMENDATION

Staff recommends that Council declare April 27, 2012 as a day to recognize Arbor Day in the City of Shoreline.

Approved By: City Manager *JU* City Attorney ____



PROCLAMATION

- Whereas, in 1872, J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees; and
- Whereas, this holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska; and
- Whereas, Arbor Day is now observed throughout the nation and the world; and
- Whereas, trees can reduce the erosion of our precious topsoil by wind and water, cut heating and cooling costs, moderate the temperature, clean the air, produce life-giving oxygen, and provide habitat for wildlife; and
- Whereas, trees provide special benefits in urban areas, holding water and reducing runoff during storms, mitigating urban heat island effects, and filtering pollutants from urban air; and
- Whereas, trees contribute to reducing global climate change directly by sequestering carbon and indirectly by reducing air conditioner use, thus saving fuel; and
- Whereas, trees are a renewable resource giving us paper, wood for our homes, fuel for our fires and countless other wood products; and
- Whereas, trees in our city increase property values, enhance the economic vitality of business areas, and beautify our community; and
- Whereas, trees, wherever they are planted, are a source of joy and spiritual renewal;
- Now, Therefore, I Keith McGlashan, Mayor of the City of Shoreline, on behalf of the Shoreline City Council, urge all citizens to celebrate Arbor Day and to support efforts to protect our trees and woodlands. Further, I urge all citizens to plant trees to promote the well-being of this and future generations. I do hereby proclaim April 27, 2012 as

ARBOR DAY

In the City of Shoreline.

Keith McGlashan, Mayor of Shoreline

CITY OF SHORELINE

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

Monday, February 27, 2012
7:00 p.m.

Shoreline City Hall – Council Chamber
17500 Midvale Avenue North

PRESENT: Mayor McGlashan, Deputy Mayor Eggen, Councilmember Hall, Councilmember McConnell, Councilmember Winstead, Councilmember Salomon, and Councilmember Roberts

ABSENT: None

1. CALL TO ORDER

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

2. FLAG SALUTE/ROLL CALL

Mayor McGlashan led the flag salute. Upon roll call by the City Clerk, all Councilmembers were present with the exception of Councilmember Salomon, who arrived shortly thereafter.

3. CITY MANAGER'S REPORT

Julie Underwood, City Manager, provided reports and updates on various City meetings, projects, and events.

4. COUNCIL REPORTS

Mayor McGlashan reported that he attended a meeting between the Regional Services subcommittee and the King County Emergency Medical Services Task Force concerning the levy renewal.

5. PUBLIC COMMENT

There was no one wishing to provide public comment.

6. APPROVAL OF THE AGENDA

Upon motion by Councilmember Winstead, seconded by Councilmember McConnell and unanimously carried, the agenda was approved.

7. CONSENT CALENDAR

Upon motion by Councilmember Hall, seconded by Councilmember Roberts and unanimously carried, the following Consent Calendar items were approved:

- (a) **Minutes of Business Meeting of January 23, 2012
Minutes of Special Meeting of February 6, 2012**

(b) **Approval of expenses and payroll as of February 16, 2012 in the amount of \$1,012,691.20 as specified in the following detail:**

***Payroll and Benefits:**

Payroll Period	Payment Date	EFT Numbers (EF)	Payroll Checks (PR)	Benefit Checks (AP)	Amount Paid
1/22/12-2/4/12	2/10/2012	43777-43965	11463-11496	49443-49448	\$400,779.16
					\$400,779.16

***Accounts Payable Claims:**

Expense Register Dated	Check Number (Begin)	Check Number (End)	Amount Paid
2/6/2012	49323	49323	\$11,400.00
2/9/2012	49324	49347	\$351,603.40
2/9/2012	49348	49364	\$63,309.69
2/9/2012	49365	49367	\$745.95
2/9/2012	49368	49376	\$42,306.31
2/14/2012	49377	49378	\$115.00
2/16/2012	49379	49386	\$39,469.71
2/16/2012	49387	49412	\$70,012.77
2/16/2012	49413	49420	\$12,283.52
2/16/2012	49421	49442	\$20,665.69
			\$611,912.04

(c) **Adoption of Ordinance No. 629, Amending Shoreline Municipal Code n 3.01.010, Planning and Development Services Fees for Administrative Design Review**

8. ACTION ITEMS: OTHER ORDINANCES, RESOLUTIONS, AND MOTIONS

- (a) Adoption of the 2012 Comprehensive Plan Docket

Steve Szafran, Planner, provided a brief staff report and highlighted he presented this to the Council on February 6.

Deputy Mayor Eggen moved adoption of amendments 1, 2, 3, and 6 of the 2012 Comprehensive Plan Docket. Councilmember McConnell seconded the motion.

Deputy Mayor Eggen discussed level of service C on Richmond Beach Road, noting that the community asked for that level due to a concern of safety, traffic volumes, and access. Mr. Szafran replied that it can be addressed when the 2012 Comprehensive Plan update occurs. He added that the capital facilities element addresses emergency services and the appropriate level for police, fire, etc. Councilmember McConnell stated that the best strategy to deal with Point Wells is to negotiate an agreement with Blue Square. However, she noted that the Council is open to looking at every option to keep the project manageable. Mayor McGlashan stated that level of service relates to how long a vehicle is delayed at an intersection, not how it affects a major incident.

A vote was taken on the motion to adopt amendments 1, 2, 3, and 6 of the 2012 Comprehensive Plan Docket, which carried 7-0.

9. NEW BUSINESS

(a) Discussion of Annexation of 145th Corridor

Mark Relph, Public Works Director, introduced Alicia McIntire, Senior Transportation Planner, who provided the staff report.

Ms. McIntire described the condition, features, and ownership of N. 145th Street. She said the road is under complex ownership shared between Seattle, King County, and Washington State Department of Transportation (WSDOT). At present, the southern half of the road belongs to Seattle and the northern half of the road is in unincorporated King County. Seattle and King County expressed interest in having Shoreline annex 145th Street. Ms. McIntire discussed the specifics of the street as it pertains to signals, street lights, pavement, sidewalks, utilities, and policing. She noted that WSDOT is responsible for overlaying the road. She pointed out that this corridor needs significant capital improvements, and there should be a multi-jurisdictional corridor study to identify changes with WSDOT, Seattle, Sound Transit, Metro Transit, and Shoreline. She touched on the annexation process, discussed the components of a possible agreement, and outlined the pros and cons.

Councilmember Hall asked for clarification of House Bill 1917, and Ms. McIntire replied that it is a corridor study for 145th Street. She said \$300,000 was allocated to WSDOT for the corridor study, and the scope of work focuses on identifying accessibility issues in sidewalks and other solutions. She said it is an extremely limited scope survey and involves existing conditions and volumes. Councilmember Hall noted that there is an on-ramp meter at 205th Street, but there isn't one on 145th Street so he asked if there was a way to estimate the number of trips that go straight through Shoreline on Meridian and other local roads. He suggested expanding I-5 to remove metering at 205th so local roads are freed up. Mr. Relph said he would pass that suggestion on to WSDOT staff.

Councilmember Salomon discussed the \$130,000 in extra General Fund allocations that the City would have to come up with. Mr. Relph responded that City staff has not addressed how the City would come up with the funds. Councilmember Roberts confirmed with Ms. McIntire that mitigation from Sound Transit may consist of sidewalk enhancements, signals, timing, and

capacity. However, they said they will not do any interchange improvements. Councilmember Roberts discussed snow plowing and wondered if the City would need to purchase more vehicles in order to ensure 145th Street is serviced as well as the other Shoreline streets. Mr. Relph replied that priorities may change, but he didn't foresee acquiring any new vehicles. Councilmember Roberts asked the timeline for a decision if the Council decided to annex 145th Street, and Mr. Relph estimated that consensus between all parties could be decided by this summer.

Councilmember McConnell pointed out that there are issues on 205th Street as well, including multiple ownership of infrastructure. Ms. McIntire added that 205th Street is also a county line. Councilmember McConnell wondered if ownership would justify the additional costs in the City's budget. Mr. Relph replied that that is what the City must determine, and the City has been very successful in obtaining grants.

Councilmember Winstead expressed concern about costs and asked if there were any other road projects having a higher priority in the City. She said she isn't supportive of this at this point.

Councilmember Salomon confirmed that grants are for capital improvement. However, he expressed concerns about the ongoing maintenance. Councilmember Winstead added that they would be matching grants and the City would still need to come up with the funds to match the grant amount.

Deputy Mayor Eggen said it would be very difficult to do any widening, but ADA improvements would be worthwhile. He stated that it is a designated emergency route if I-5 is not accessible and it is an important regional route. He added that there are some liability issues from a pending lawsuit concerning telephone poles in sidewalks, but felt the City should continue investigating this proposal. Councilmember Roberts concurred and said he hopes the City can negotiate with Seattle and have their assistance in financing this. He expressed concerns about the cost while also stating that something must be done to improve east-west and regional traffic flow.

Councilmember Hall concurred, adding that the cost of this is important, but the vision to have a higher level of service than King County or Seattle must be retained. He noted that the City would be applying that high level of service to a road. This route serves regional traffic and the only government agency that will step up is Shoreline, so we need to find more funding sources for it. He felt the City should move forward to determine how to address the funding issue.

Councilmember Salomon concurred with previous speakers and said this warrants further consideration. He asked the City Attorney to weigh in on liabilities associated with the road. Ian Sievers, City Attorney, noted that the lawsuit is about ADA access and there could be some kind of injunctive relief. He said he could try to locate the pleadings, but now it's just an assessment of deficiencies in the sidewalks. Mr. Relph informed the Council that another safety concern is the left turn movements at the intersections, which should be addressed in the WSDOT study.

Councilmember McConnell noted that she doesn't mind more investigation, but the City does not have the funding for this. She said she wants the City to hold other entities accountable.

Mayor McGlashan noted that this will always be a State highway and inquired if there has been increased traffic due to drivers avoiding the Highway 520 tolling. Mr. Relph replied that there has been an 11% increase on 145th Street and I-5 since the tolling started.

(b) Discussion of Sidewalk Prioritization Criteria

Alicia McIntire, Senior Transportation Planner, discussed the background, policy direction, and the prioritization process for pedestrian attractors and generators. She explained the project rankings, funding, and methodology options, which depend on the needs, available data, and technology or the desired level of detail. She described the general criteria that other cities utilize, noting that the City of Shoreline methodology is based primarily on arterials, attractors/generators, completion of the system, missing links, and the priorities within the neighborhood traffic action plans. Items that are absent from the City's list include equity evaluation, physical buffers, block length, and transit ridership. She stated that our methodology is less detailed than other jurisdictions. She noted that an alternative analysis to reevaluate the methodology would include developing a second screen for the high priority projects and identifying new or different criteria to rank existing projects. She noted the City staff recommends reconvening the City's Bicycle and Pedestrian Advisory Committee.

Councilmember Hall said he appreciates the fact that the City came up with a simple methodology. He said Shoreline has lower revenue streams than the cities the methodology was compared to. He pointed out that the Capital Improvement Plan (CIP) is an annual opportunity for the Council to consider the Transportation Master Plan (TMP) and a good time to see what priority projects rise to the top of the list. He said he is more comfortable with what the Citizen Advisory Committee (CAC) has done in the past. However, he noted the bigger challenge is the funding.

Councilmember Roberts felt that the project list was good and well-prioritized, but felt that two of the criteria, accessing versus connecting, seem to be doing the same thing.

Deputy Mayor Eggen said he was most unhappy with the scoring system. He stated that the most important thing is pedestrian safety and this scoring system doesn't respond well to unsafe walkways. He suggested that "eliminating unsafe pedestrian pathways" should be the top priority. He urged the Council to look at this from a safety perspective. Councilmember Salomon concurred. Councilmember Hall concurred but felt the criteria addresses safety. He discussed specific projects and felt the list reflects the areas in Shoreline with the highest safety concerns. Deputy Mayor Eggen added that there is nothing in this item that discusses separation between pedestrians and the road. He added that the lack of a sidewalk does not mean an area is inherently unsafe.

Ms. Underwood suggested that an additional column measuring safety or separation could be added to the matrix. Mayor McGlashan noted that the measure of safety would have to be determined first, and Ms. McIntire agreed and gave some examples of what aspects could be considered. She noted that many of the accidents have occurred at crossings, where the size of a sidewalk would not have made a difference.

Councilmember Roberts suggested the Council not do more work on this. He commented on specific comments and concluded that determining separation criteria is difficult.

Councilmember Winstead said she appreciates the data and favored keeping the prioritization criteria as is. She said it may be a good idea for the Council and subcommittee to walk the highest priority projects and decide subjectively.

Councilmember McConnell concurred. She suggested that every year the Council review the projects and rankings instead of abandoning the work of the CAC. She agreed with the rankings.

Deputy Mayor Eggen added that limited funds make picking the right projects more important. He noted that the Council should respect the CAC work and it would be a good compromise to walk the routes. He endorsed Councilmember Winstead's idea to walk these routes as it lends itself to the City's Healthy City Strategy.

Mayor McGlashan asked how the safe school routes grant is awarded, to which Ms. McIntire responded that there are several criteria which are generated by the State. The criteria include the number of students who receive free and reduced lunch, the number of students who walk to school, etc. Mayor McGlashan spoke in favor of the proposed bridge at 192nd Avenue.

10. ADJOURNMENT

At 9:11 p.m., Mayor McGlashan declared the meeting adjourned.

Scott Passey, City Clerk

CITY OF SHORELINE

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

Monday, March 5, 2012
7:00 p.m.

Council Chambers - Shoreline City Hall
17500 Midvale Avenue North

PRESENT: Mayor McGlashan, Deputy Mayor Hall, Councilmember Eggen, Councilmember McConnell, Councilmember Roberts, Councilmember Scott, and Councilmember Winstead

ABSENT: None

1. CALL TO ORDER

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

2. FLAG SALUTE/ROLL CALL

Mayor McGlashan introduced the members of the Shoreline/Lake Forest Park Girl Scout Service Group 510, who presented the flags and led the audience in the pledge of allegiance. Upon roll call by the City Clerk, all Councilmembers were present.

3. CITY MANAGER'S REPORT

Julie Underwood, City Manager, provided reports and updates on various City meetings, projects, and events.

4. COUNCIL REPORTS

Deputy Mayor Eggen reported on a SeaShore meeting, where they approved five project proposals for recommendation to the Puget Sound Regional Council (PSRC). He noted that two of the proposals are from the City of Shoreline. One proposal was for more funding for the Aurora Corridor Project between 192nd to 205th Avenue North and the second was for planning on 145th Street.

Mayor McGlashan noted that the Council retreat went well and the new Council Goals will be released in a couple weeks.

5. PUBLIC COMMENT

- a) Carrie Kovacevich, Shoreline, expressed concerns about the proposed accessory dwelling unit (ADU) regulations and felt they don't sufficiently protect the quality of neighborhoods.
- b) Mark Plummer, Shoreline, expressed support for proposed ADU regulations because it allows adequate size of residential units and increases density in the City.
- c) Charlotte Haines, Shoreline, said the City cannot afford the acquisition of 145th Street when the City is using cheaper ways to resurface streets now, coupled with the serious maintenance issues on other City arterials.
- d) Wendy DiPeso, Shoreline, questioned if the City Manager would lose her job if she recommended against acquiring the Seattle Public Utility (SPU) water system, which is a Council Goal. She also discussed increased levy taxes from the Ronald Wastewater District (RWD) and Shoreline Water District (SWD).
- e) Diane Pottinger, District Manager, Shoreline Water District, discussed the Saving Water Program, rate projections through 2014, and the acquisition of the SPU water system.
- f) Lisa Baird, Shoreline, expressed concern about ADUs and changes to the neighborhoods from single family to multi-family.

Ms. Underwood explained that an assertive expression of Council Goal #7 allowed the City to negotiate with the City of Seattle. She concluded that the ultimate decision maker on SPU acquisition is the voters of the City of Shoreline. Councilmember Hall confirmed that the City is not taking over Shoreline Water District and it has never been a goal. Deputy Mayor Eggen added that the Council has consistently maintained that the acquisition of SPU has to make sense in order to proceed.

6. APPROVAL OF THE AGENDA

Upon motion by Councilmember Hall, seconded by Councilmember Winstead and carried unanimously, the agenda was approved.

7. STUDY ITEMS

- (a) Update on Council Goal No. 7 - Acquisition of Seattle Public Utilities Water System in Shoreline - Due Diligence Review

Mark Relph, Public Works Director, reported on the various elements comprising the Due Diligence Review for acquisition of the Seattle Public Utilities water system in Shoreline. He discussed the Steering Committee, whose task is to review and comment on the engineering and financial analysis prepared by EES Consulting. He said the City Manager-appointed committee began meeting approximately every three weeks since January and will meet through late June. The committee is facilitated by Milenko Matanovic of the Pomegranate Center, a non-profit organization that has been used in the past by the City of Shoreline for the development of the

Sunset School Master Plan. As of this date, the draft preliminary engineering report has been completed by EES and submitted to the committee. This report, said Mr. Relph, will become final as additional information from SPU becomes available and after the committee makes their review and comment.

Mr. Relph said as the committee reviews and discusses the revenue assumptions, the draft preliminary engineering report, and other additional information; the financial model will be further developed. The committee's goal is to complete their work and make a recommendation to the City Manager by the spring of this year. He noted that the contract with SPU (i.e. City of Seattle) is anticipated to address such issues as the final contract price, including the level of system maintenance until the City would take ownership, how the wholesale water contract would be addressed, any services the City may still contract with SPU after ownership (permanently and/or temporarily), separation of the two systems, and so on.

Continuing, Mr. Relph pointed out that all of the due diligence work, the committee review, and the draft SPU contract is anticipated to be completed by the spring of this year. At the conclusion of this work, the City Manager will review the recommendation of the committee, the draft contract with SPU and supporting information to make her own recommendation to the City Council as to whether or not to proceed with the acquisition which is anticipated to be complete and submitted to the City Council by late spring or early summer 2012. If the City Council moves forward with the acquisition, the Council would have to approve the agreement and forward it to the City of Seattle. Approval by Seattle City Council, he explained, would then allow the Shoreline City Council to set the ballot language sometime this summer for a vote of the entire City in November 2012. If Shoreline voters approve the acquisition, then the City would move to the last phase of the project. He pointed out that detailed development of a transition plan to move the utility from the City of Seattle to the City of Shoreline would begin and that the City is committed to an extensive public process, which will occur over the next six months. Mr. Relph stated that it is important for the residents and SPU to share details and the City is soliciting input on the level of water service problems. He added that the CIP, maintenance, rates, and expectations on customer service will be important to determine in order for a proposed budget to meet the public expectations and ultimately the financial parameters established by Council. He added that there will be many opportunities for public participation including working with the committee, neighborhood, business, and civic group meetings, open houses, and other workshops. Information concerning this item will be distributed to neighborhood newsletters, *CURRENTS*, the City's cable channel, direct mailers to the affected rate payers and all the citizens of Shoreline, and through formal public hearings.

Councilmember Winstead confirmed with Mr. Relph that there are approximately 16,000 Shoreline homes served by SPU, or two-thirds of the City.

Mr. Relph replied to Deputy Mayor Eggen that the final report to the Council will have a margin for error in the cost estimates and two subcommittees formed which will have their meetings open to the public.

Deputy Mayor Eggen also discussed a flushing program to avoid stagnant water in the system. Mr. Relph explained that the modeling will help the City know what to expect. He added that there is no existing flushing system.

Councilmember Roberts discussed the criteria for assumption and that the report suggests nominal rate increases. He asked if the City is confident about SPU's rate increases over next few years. Mr. Relph replied that there are issues that the water utility is trying to manage and the rates seem reasonable based on them. Mr. Relph responded to Councilmember Roberts and said that the facility itself is not quite ready for emergencies, contingencies, and monitoring, and the engineering report reflects that there needs to be some upgrades throughout the entire system. Councilmember Roberts inquired about water storage requirements. Mr. Relph replied that page 22 of the staff report discusses the five types of water storage and necessary amounts. He added that it is a Department of Public Health standard, not a regulation which helps water utilities plan and manage issues. Our case is unique, he said, because the current way to manage the tank is to have someone push a button to turn the pumps on and off. He said making the proposed upgrades will efficiently increase storage capacity and the amount the facility can pump. He discussed adding back-up power. He said all these issues will be considered by the committee, along with the issues identified by the Fire Department.

Councilmember Salomon confirmed with Mr. Relph that inflation, investments in the water supply system, and debt coverage are drivers for the increase in rates. Mr. Relph stated that cost savings will come in the future, and more details will be available to the Council in April.

Deputy Mayor Eggen discussed SPU's water supply investment and said the costs will be reflected in cost of the water supply. Mr. Relph concurred. Deputy Mayor Eggen thanked the City Manager for including many of the City's experts on the committee.

Mayor McGlashan questioned if the sheet passed out by Ms. Pottinger is fully comparable and does not include the surcharge applied by SPU to Shoreline citizens. Mr. Relph replied that he has not reviewed the sheet and would provide a response to the Council concerning the sheet. Mayor McGlashan discussed fire hydrant maintenance and confirmed that no maintenance is occurring. Mr. Relph replied that a discussion will occur with SPU soon and the City will seek to have hydrant maintenance done by the utility. Mayor McGlashan discussed the power outage support from the Bitter Lake pump station and Mr. Relph confirmed that the City would lose that backup power support if the City assumes SPU. He added that a discussion on what the remaining SPU system would look like needs to occur. Mayor McGlashan discussed the existing storage tanks and what uses they would have. Mr. Relph explained that the two million gallon tank would need to be refurbished and the one million gallon tank would be set aside for backup. There was discussion about the Department of Health storage requirements. Mr. Relph replied that SPU would only own their 145th water main and the Foy standpipe after the SPU acquisition is completed.

RECESS

At 8:36 p.m., Mayor McGlashan called for a five minute break. The meeting reconvened at 8:45 p.m.

(b) Discussion of Development Code Amendments

Rachael Markle, Planning and Community Development Director, and Steve Szafran, Associate Planner, provided the background and rationale for the proposed development code amendments. Mr. Szafran discussed the amendment and its purpose which is to bring conformity with the Comprehensive Plan, to respond to changing conditions or needs of the City, and to comply with State law. He noted that there are 18 proposed amendments, most of them procedural in nature. The main amendment concerned ADUs and it allows ADUs to be more than 50% of the size of the main unit. He pointed out that the Planning Commission unanimously approved the amendments.

Deputy Mayor Eggen discussed frontage improvements and the fees-in-lieu-of frontage improvements program. Ms. Markle replied that this amendment closes a loophole and catches the frontage improvements. She noted that some projects are eligible for the fee-in-lieu-of program. Responding to Deputy Mayor Eggen, Mr. Szafran confirmed that portable signs and real estate signs are allowed, but the sandwich "A" frame boards are not.

Councilmember Salomon questioned if a new ADU would require frontage improvements or if it would be a fee-in-lieu-of situation. Mr. Szafran responded that anytime there will be more than one dwelling unit per parcel, frontage improvements are required.

Councilmember Roberts agreed with the amendments as proposed. He added that ADU comments warrant further consideration of the issue. He suggested the Planning Commission review the ADU code again. Councilmember Winstead concurred and said it sounds like something is not working. She said she has serious concerns, but is fine with the amendments. She said she would like the Planning Commission to take another look at it.

Councilmember Hall noted that some people are using ADU and family definition to turn houses into apartment buildings. He preferred to look at it in the context of how much the Council wants to accommodate that growth through ADU versus multi-family development.

Councilmember McConnell referred to a controversial case in which a Richmond Beach home was converted to an ADU. She said she would like to revisit the code and determine how these things occur. Ms. Markle responded that such problems could be prevented through single family design standards.

Deputy Mayor Eggen expressed concerns about abuses of the ADU provisions, but also sees the value in some situations. He then asked about development code amendments in general. Mr. Szafran stated that the process for bringing development code amendments to the Council is to bring packages of development code amendments as opposed to one at a time. Deputy Mayor Eggen concurred that the Council should address ADUs in the future.

Councilmember McConnell inquired how the other Richmond Beach structure could have been prevented, to which Ms. Markle replied that it is legal as a single family home, but utilizing it as an ADU is illegal. Ms. Markle added that if this amendment is adopted, that attached, second-

story garage structure owner could apply for an ADU. Deputy Mayor Eggen confirmed that the discussion was about the unit in the comment letter. Ms. Markle noted that the intent of the amendment is to promote an existing home with an upstairs and downstairs, not to allow owners to build something new and convert it into an ADU.

Ms. Markle explained that the issue is how to define “attached,” and the City staff can work on it.

Deputy Mayor Eggen said he is leery of retroactive code changes and asked how this will affect permit applications. Mr. Szafran highlighted that applicants would have to reapply. In this case, applicants are waiting to reapply for the ADU regulations.

There was further Council discussion about ADUs. The meeting concluded with City Manager Underwood informing the Council that the City staff will work on appropriate language for the City Council to review and approve.

8. ADJOURNMENT

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

Scott Passey, City Clerk

CITY OF SHORELINE
SHORELINE CITY COUNCIL
SUMMARY MINUTES OF SPECIAL MEETING

Monday, March 19, 2012
5:45 p.m.

Conference Room 104 - Shoreline City Hall
17500 Midvale Avenue N.

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

ABSENT: None

STAFF: Julie Underwood, City Manager; Debbie Tarry, Assistant City Manager; Dan Eernisse, Economic Development Manager; Scott Passey, City Clerk

GUEST: none

At 5:57 p.m., the meeting was called to order by Mayor McGlashan, who presided.

Julie Underwood, City Manager, led a discussion regarding the following Draft Council Goals and Work Plan, scheduled for discussion on April 19:

Goal 1: Strengthen Shoreline's economic base

Goal 2: Improve Shoreline's utility, transportation, and environmental infrastructure

Goal 3: Prepare for two Shoreline light rail stations

Goal 4: Enhance openness and opportunities for community engagement

The Council and staff discussed the goals, action steps, and progress indicators.

Councilmember Winstead expressed support for the Draft Goals and wondered how the City could publicize them. After brief discussion, there was Council consensus to bring the goals back for a Study Session on April 9th, publicize the goals in order to solicit citizen input, and then schedule for adoption on April 23.

Deputy Mayor Eggen wondered if there were any City codes governing the business sector that presents obstacles to the business community. There was brief discussion and a suggestion to work more closely with the Chamber of Commerce.

Councilmember Roberts suggested a modification to the progress indicator involving trees in the City right-of-way. This led to a brief discussion of tree preservation and replacement within the context of environmental sustainability. Deputy Mayor Eggen noted that the tree advocates are aware of the issues involved, and it is generally good to pursue a policy that preserves the urban forest and tree canopy. Councilmember Hall said the evidence indicates that the City is not losing tree canopy, however, the City should continue to test the hypothesis. Deputy Mayor Eggen pointed out that the City's tree canopy analysis was a low-cost study and that a more robust study may give more assurance. Councilmember Hall said that he would provide the Council with the Coastal Change Analysis Program, a nationally standardized database of land cover and land change information for the coastal regions, including the City of Shoreline.

There was a brief Council discussion regarding the appropriate level of commercial regulation and proactive versus complaint-driven enforcement. Dan Eernisse, Economic Development Manager, said this would be a great opportunity to partner with the Chamber; he committed to a more active role in soliciting their feedback.

Councilmembers made other suggestions for changes to the progress indicators. Councilmember Hall suggested striking the progress indicator about online permitting because it doesn't seem directly related to community engagement.

The Council complimented staff on the overall structure of the goals and for staff's ability to distill the Council's feedback succinctly.

Staff and Council then discussed that Council may need to provide guidance in the future on the franchise process with the Shoreline Water District. Ms. Underwood added that if the Council has questions about items 7(a) and 7(b) on tonight's business meeting agenda, it can recess into an executive session to get its questions answered.

At 6:55 p.m., Mayor McGlashan declared the meeting adjourned.

Scott Passey, City Clerk

CITY OF SHORELINE

SHORELINE CITY COUNCIL SUMMARY MINUTES OF SPECIAL MEETING

Monday, March 19, 2012
7:00 p.m.

Council Chamber – Shoreline City Hall
17500 Midvale Avenue North

PRESENT: Mayor McGlashan, Deputy Mayor Eggen, Councilmember Hall, Councilmember McConnell, Councilmember Winstead, Councilmember Salomon, and Councilmember Roberts

ABSENT: None

1. CALL TO ORDER

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

2. FLAG SALUTE/ROLL CALL

Mayor McGlashan led the flag salute. Upon roll call by the City Clerk, all Councilmembers were present.

3. CITY MANAGER'S REPORT

Julie Underwood, City Manager, provided reports and updates on various City meetings, projects, and events.

4. COMMUNITY GROUP PRESENTATION

(a) Washington Tourism Alliance

Andy Olsen, Washington Tourism Alliance (WTA), provided a presentation concerning tourism in Washington. He explained that tourism is business travelers, entrepreneurs looking for investments, and convention attendees. He discussed the travel promotion cycle and noted that destinations that invest get a significant return from tourism.

Deputy Mayor Eggen asked what other jurisdictions have joined WTA and Mr. Olsen replied that there are other jurisdictions joining, like Issaquah, and communicated membership fees.

Councilmembers thanked Mr. Olsen for his report and asked questions based on the specific information he provided in his report, including how the City can better market itself and regional versus local promotion.

Mayor McGlashan briefly reported on the National League of Cities Conference and his visit with Jim McDermott in Shoreline.

5. PUBLIC COMMENT

a) Stanley Byrd, Shoreline, expressed opposition to the purchase of the water district assets from Seattle and the creation of a City-run Shoreline Water District based on lack of funding and effects on the City's bond rating.

b) Jackie Byrd, Shoreline, asked if acquiring the SPU water system would increase water rates.

c) Robert Haynie, Shoreline, asked the Council to consider allowing the Shoreline Water District (SWD) to manage the water system due to the City's lack of experience.

d) Bob Call, Shoreline, expressed support for having SWD take over the City of Seattle water system.

e) Samantha Marshall, Shoreline, announced that she is accepting donations for her senior project, which is a food drive for HopeLink.

f) Patty Hale, Shoreline, encouraged the Council's continued support of the grant program for neighborhoods and commented on projects and volunteer work.

Ms. Underwood commented on the SPU acquisition and noted that the City staff is considering the financial outlook. She added that the City of Seattle did not want the Shoreline Water District at the table when negotiations began and wanted to keep discussions between the two jurisdictions.

6. APPROVAL OF THE AGENDA

Upon motion by Councilmember Winstead, seconded by Councilmember McConnell and unanimously carried, the agenda was approved.

7. ACTION ITEMS: OTHER ORDINANCES, RESOLUTIONS, AND MOTIONS

(a) Authorizing the City Manager to Declare an Uneconomic Remnant for 19804 and 19806 Aurora Avenue N for the Aurora Corridor Improvement Project, N. 192nd to N. 205th Streets

Kirk McKinley, Transportation Manager, introduced Kris Overleese, Aurora Corridor Project Manager, who provided a brief staff report. She noted that the City staff recommended approval of this item.

Councilmember McConnell moved to authorize the City Manager to declare an uneconomic remnant for 19804 and 19806 Aurora Avenue N for the Aurora Corridor

Improvement Project, N. 192nd to N. 205th Streets. Councilmember Roberts seconded the motion. Councilmember Hall verified with Ms. Overleese that the owner concurs and prefers the City take these parcels. Deputy Mayor Eggen further clarified that a portion of this property would need to be acquired in order to complete the Aurora Corridor and the remaining portion has been deemed to be uneconomic by both the City and the owner. **A vote was taken on the motion, which carried 7-0.**

(b) Authorizing the City Manager to Execute a Purchase/Sale Agreement for Acquisition of Right-of-Way at 19828 Aurora Avenue N for the Aurora Corridor Improvement Project, N. 192nd to N. 205th Streets

Kris Overleese, Aurora Corridor Project Manager provided the staff recommendation.

Deputy Mayor Eggen moved to authorize the City Manager to execute a purchase/sale agreement for the acquisition of right-of-way at 19828 Aurora Avenue N for the Aurora Corridor Improvement Project, N. 192nd to N. 205th Streets. Councilmember Roberts seconded the motion.

Councilmember Salomon inquired if the City was acquiring area D, to which Ms. Overleese responded that the City was not. She stated that the parking lot will be impacted. Councilmember Hall expressed concern about the high appraised property value.

A vote was taken on the motion, which carried 6-1, with Councilmember Hall dissenting.

8. STUDY ITEMS

(a) Discussion of Ordinance No. 630, Tobacco Free Park Regulations

John Norris, Management Analyst, and Dick Deal, Parks, Recreation and Cultural Services Director, provided the staff report. Mr. Deal presented the survey results and communicated that most people support a tobacco ban in City parks. He said the survey results align with similar surveys in the region. Mr. Norris discussed proposed Ordinance No. 630 and the park signage.

Councilmember Winstead noted that this is a part of the Healthy City strategy and expressed support for the legislation. Councilmember McConnell said she isn't likely to support the proposed regulation and preferred giving people the option to do what they want. Councilmember Roberts noted that smoking cannot be limited to users only and children should not be exposed to secondhand smoke. The Council then discussed enforcement issues.

Ms. Underwood felt that the legislation should allow parks patrons to enforce a community norm. She hoped other parks patrons would openly remind those who smoked in the parks about the code.

Deputy Mayor Eggen inquired if parks employees will be able to issue tickets and enforce this legislation. Mr. Deal replied that employees always have tactfully and professionally approached offenders of any Shoreline regulation.

The Council and staff then engaged in a discussion about secondhand smoke, enforcement implications, and the advantages and disadvantages of an outright ban in parks versus proximity rules. There was also discussion about smokeless cigarettes

Ms. Underwood got clarification from Mayor McGlashan who directed the City staff to have two amended ordinances brought forth to the Council at the next meeting, one prohibiting smoking at playgrounds and athletic fields and one prohibiting smoking in all parks.

At 8:55 p.m., Councilmember Roberts left the meeting.

(b) Discussion of Animal Control Implementation Plan

Ms. Underwood noted that the City has informed King County that Shoreline will take over and implement its own animal control. She introduced John Norris, Management Analyst and Rob Beem, Community Services Manager.

John Norris, Management Analyst, and Rob Beem, Community Services Manager, provided the staff report and outlined the proposed plan for implementing an in-house model for animal control. Mr. Norris reviewed the full schedule, background, priority levels, response times, and the service framework of this plan. He also reviewed cost comparisons between King County and the Shoreline in-house animal control programs. Mr. Norris explained the new King County Regional Animal Control Model and the estimated cost. He then outlined the transition steps that need to occur if it is adopted by the Council.

Staff responded to Council questions and statements. Councilmember Hall confirmed that the City would not pay anything for sheltering if the City does not utilize the PAWS facility. Councilmember Salomon confirmed that the City would save \$14,000 a year for in-house animal control and increase service levels. Councilmember Salomon inquired about the \$92,000 opportunity cost, to which Mr. Norris replied that it is a service tradeoff, not a budgetary cost. Mr. Beem added that there is a one-time vehicle cost.

Councilmember Winstead discussed the story of the dog attack and noted that this was a service issue because Shoreline residents weren't getting any service from King County. She confirmed with Mr. Norris that the new King County service model has two service districts with five officers in the north east district and our district would include nineteen jurisdictions. Councilmember Winstead asked about licensing and suggested utilizing *CURRENTS* for publicizing information.

Deputy Mayor Eggen confirmed that the enhanced service will not be available under King County's new model and Mr. Norris responded that the enhanced service they are providing now will be available on an hourly basis. Deputy Mayor Eggen discussed response times and noted

that the fact that animal control officers are not on duty 24 hours-a-day affects this. Deputy Mayor Eggen inquired about the \$92,000 estimate and said that number will be adjusted going forward.

Councilmember McConnell expressed supported for an in-house model and hoped for an increase in the number of pet licenses issued.

Mayor McGlashan expressed concern about losing some time in the Customer Response Team (CRT). He discussed the lesser cost for the first year and Mr. Norris explained that the licensing support credit only lasts one year. Mayor McGlashan noted that the King County Executive stated that it would cost the City \$100,000 to do in-house animal control and discussed that he would want more clarification from King County on what other programs they would be implementing.

Deputy Mayor Eggen proposed the City staff provide more information to the Council for the Council to decide if the animal control program is done in-house. There was Council consensus to direct City staff get the information back to the Council by the end of month.

9. ADJOURNMENT

At 9:38 p.m., Mayor McGlashan declared the meeting adjourned.

Scott Passey, City Clerk

CITY COUNCIL AGENDA ITEM
CITY OF SHORELINE, WASHINGTON

AGENDA TITLE:	Approval of Expenses and Payroll as of March 30, 2012
DEPARTMENT:	Administrative Services
PRESENTED BY:	R. J. Hartwig, Administrative Services Director

EXECUTIVE / COUNCIL SUMMARY

It is necessary for the Council to formally approve expenses at the City Council meetings. The following claims/expenses have been reviewed pursuant to Chapter 42.24 RCW (Revised Code of Washington) "Payment of claims for expenses, material, purchases-advancements."

RECOMMENDATION

Motion: I move to approve Payroll and Claims in the amount of \$2,030,235.25 specified in the following detail:

***Payroll and Benefits:**

Payroll Period	Payment Date	EFT Numbers (EF)	Payroll Checks (PR)	Benefit Checks (AP)	Amount Paid
2/19/12-3/3/12	3/9/2012	44155-44343	11530-11562	49690-49696	\$405,812.13
3/4/12-3/17/12	3/23/2012	44344-44533	11563-11598	49817-49825	\$537,678.74
					<u>\$943,490.87</u>

***Wire Transfers:**

Expense Register Dated	Wire Transfer Number	Amount Paid
3/27/2012	1047	\$3,355.70
		<u>\$3,355.70</u>

***Accounts Payable Claims:**

Expense Register Dated	Check Number (Begin)	Check Number (End)	Amount Paid
3/22/2012	49697	49720	\$83,155.27
3/22/2012	49721	49729	\$42,125.65
3/22/2012	49730	49738	\$11,629.64
3/22/2012	49739	49752	\$6,928.70
3/26/2012	49753	49753	\$157,091.50
3/27/2012	49754	49754	\$995.96
3/27/2012	49755	49774	\$332,879.80

***Accounts Payable Claims:**

Expense Register Dated	Check Number (Begin)	Check Number (End)	Amount Paid
3/28/2012	49775	49785	\$56,575.64
3/28/2012	49786	49794	\$184,797.97
3/28/2012	49795	49810	\$92,347.72
3/28/2012	49809	49810	(\$115.00)
3/28/2012	49811	49812	\$115.00
3/29/2012	49813	49816	\$114,860.83
			<u>\$1,083,388.68</u>

Approved By: City Mana

JU City Attorney_____

CITY COUNCIL AGENDA ITEM
CITY OF SHORELINE, WASHINGTON

AGENDA TITLE:	Adoption of Ordinance No. 632, Amending the 2012 Budget for Uncompleted 2011 Capital and Operating Projects, and Increasing Appropriations in the 2012 Budget
DEPARTMENT:	Administrative Services
PRESENTED BY:	Robert Hartwig, Administrative Services Director
ACTION:	<input checked="" type="checkbox"/> Ordinance <input type="checkbox"/> Resolution <input type="checkbox"/> Motion <input type="checkbox"/> Discussion <input type="checkbox"/> Public Hearing

PROBLEM/ISSUE STATEMENT:

Shoreline’s budget is adopted on a calendar year basis. Any appropriations that are not expended lapse at the end of each year. On the other hand, City operations are ongoing and frequently projects span two or more calendar years. From a budget perspective these two situations conflict with each other.

Cities work very hard to conform to best budget practices. Shoreline is no exception. In order to resolve this year end situation cities “carry over” or “re-appropriate” some of the unspent funds from one year into the next when necessary.

This agenda item is intended to conform to best budgetary practices. It re-appropriates approximately \$9.2 million for various projects that need to continue in 2012. It revises the budget for road maintenance by \$130,000. It also amends various 2012 budgets by \$67,000 for revenue sources that were not anticipated when the 2012 budget was prepared. These changes are further explained below.

BACKGROUND

Re-appropriations

This amendment re-appropriates approximately \$9.2 million from 2011 to 2012 for several projects. Among other reasons this often happens for very large projects, projects started later in a calendar year, and projects that experience unforeseen delays. Only the amount necessary to complete the project is actually re-appropriated into the succeeding year. Although most projects are capital in nature, some of these projects relate to operations. The following table summarizes the re-appropriation requests by fund:

Fund	Dept/Program	Project/Item	Carryover Amount	
General Fund	Economic Development	Aurora Square	\$8,976	
	ASD - Director's Office	Recruiting Contract and Archiving Services	\$16,632	
	ASD - Financial Operations	Assistance and Implementation of 7i, 7.94 and Timecard Online	\$61,108	
	ASD - IT Strategic Planning	Hansen upgrade	\$16,411	
	ASD - IT Telephone Services	Fiber Optic Installation	\$13,368	
	Criminal Justice/Jail Services	Byrne Memorial Grant Recovery	\$9,011	
	Emergency Management	EMPG Grant	\$40,588	
	Parks Teen Program	Raikes Foundation grant	\$5,976	
	PCD - City Planning	Sustainability Performance Measurement Tracking System	\$9,889	
	Police Special Support	Byrne Memorial Grant - Seattle and DOJ - Byrne Memorial Grant	\$32,163	
	Police Traffic Enforcement	DOJ-Byrne Memorial Grant	\$13,081	
	PW Administration	Feasibility Study for SPU Acquisition	\$88,603	
	Total	General Fund		\$315,806
	Public Arts Fund	Public Arts	Aurora Avenue Art	\$2,511
		Total	Public Arts Fund	\$2,511
General Capital Fund	Capital Projects	Boeing Creek Park Improvements	\$132	
		Boeing Creek/Sunset School	\$9,990	
		Civic Center / City Hall	\$790,348	
		Echo Lake Park Improvements	\$32,459	
		Kruckeberg Garden	\$172,221	
		Maintenance Facility Feasibility Study	\$12,969	
		Off-Leash Dog Parks	\$109	
		Park at Town Center	\$18,058	
		Parks Repair and Replacement	\$46,551	
		Police Station Site Analysis	\$100,000	
		Regional Trail Signage	\$25,000	
		Richmond Beach Saltwater Park Improv	\$2,330	
		Trail Corridors	\$142,358	
		Total	General Capital Fund	
Roads Capital Fund	Capital Projects	Aurora Ave. N 165th - 205th	\$6,931,481	
		Briarcrest Safe Routes to School	\$50,000	
		Curb Ramp, Gutter & Sidewalk Program	\$10,122	
		Sidewalk - Priority Routes	\$10,500	
		Transportation Master Plan	\$55,723	
		Total	Roads Capital Fund	
Surface Water Utility Fund	Surface Water Operations	On-Call Services contract for Engineering and Environmental Services	\$2,011	
		FEMA Study	\$4,377	
	Capital Projects	Drainage easement records addition to City's GIS	\$5,000	
		Boeing Creek and Storm Creek Basin Plans	\$53,012	
		Infrastructure Inventory and Assessment	\$105,443	
		Meridian Park Wetland Drainage Improvement	\$89,260	
		N Fork Thornton Creek LID Stormwater Retrofit	\$48,034	
		Pump Station No. 25	\$70,067	
		SWM Green Works Project	\$59,731	
		SWM Rate Study and Implementation	\$80,531	

Total Surface Water Capital Fund
GRAND
TOTAL

\$517,466

\$9,246,134

Budget Revision

Staff is requesting the following revision to the Capital Improvement Plan (CIP):

Roads Capital Fund

- Increase the appropriation in the Roads Capital Fund by \$129,482 to achieve the planned roads surface maintenance goal of completing 2.5 to 3.0 lane miles of overlay and 8.1 miles of Bituminuos Surface Treatments (BST) during 2012. This represents monies that were included in the pavement maintenance budget for 2011, but were unused at year end. Since the dollars were not obligated under contract this is being treated as a budget amendment instead of a carryover.

Budget Amendment

In addition to the re-appropriations and the budget revision above, Ordinance No. 632 also amends the 2012 budget for several operating projects. The projects listed below have new, offsetting revenue sources that were not identified when the 2012 budget was adopted by the Mayor and Council.

General Fund

- Increase the appropriation of the Police Traffic Enforcement program by \$3,275 to buy police equipment funded by a Washington Association of Sheriffs and Police Chiefs grant awarded in January 2012.
- Increase the appropriation of the Criminal Justice/Jail Services program by \$1,585 to be used to retrofit the new police transport vehicle funded by the interest gained during 2011 on the Byrne Memorial Recovery grant.
- Increase the appropriation of the City Planning Program by \$3,000 for the sustainability performance measurement tracking system funded by unused CleanScapes revenue.

Public Arts Fund

- Increase the appropriation of Town Center Art by \$2,500 to install a temporary outdoor sculpture stroll funded by an Artech grant awarded in January 2012.
- Increase the appropriation of Aurora Avenue Art by \$11,300 and Town Center Art by \$20,000 to implement the art plan as adopted in the 2011-2017 Parks, Recreation, and Open Space (PROS) Plan update. Funding is from available fund balance in the Public Arts Fund.

Federal Treasury Forfeiture Fund

- Increase the appropriation of the Federal Criminal Forfeiture program by \$25,000 for police needs. Year to date the police department has received in excess of \$400,000 in Federal Treasury Seizure, so this amendment will appropriate \$25,000 of those funds.

All of these requested changes are outlined in Attachment A – Amendment Detail

Salary Tables

In addition to the budget changes noted above, staff is also requesting the following administrative corrections to the salary tables. None of these changes have any budgetary impact.

- Change title from Finance Director to Administrative Services Director
- Change title from Planning and Development Services Director to Planning and Community Development Director
- Add back the Neighborhood Coordinator position to the exempt salary table range 49. This position was deleted by mistake from the 2012 salary table.
- Remove the Capital Project Technician from the non-exempt salary table range 37. The 2012 budget reduced the Capital Project Technician position from a regular full time to a 20 hour regular part-time position. The incumbent resigned from the position late in 2011. Given that the City's six-year capital improvement plan anticipated that this position would likely be eliminated as the Aurora project came to completion the City Manager elected not to refill the position and eliminate it at this time.

All of the changes to the salary tables are identified in Attachment B – Salary Tables

ALTERNATIVES ANALYZED:

Alternative 1: Take no action.

If the Council chose not to approve this budget amendment either the projects that were initiated in 2011 would not be completed or to complete the projects, monies that were budgeted for 2012 programs would need to be redirected for the completion of projects already in progress. In the case of capital projects, there would not be sufficient budget authority to complete ongoing projects. For those projects that are not part of the re-appropriation process, there would not be budget authority to proceed with the projects.

Alternative 2: Approve Ordinance No. 632 (Recommended)

Approval of ordinance No. 632 will provide the budget authority for the completion of projects that were initiated in 2011 without negatively impacting the programs and projects that are to be provided in 2012. Also the budget amendment will result in accurately reflecting the anticipated expenditures in the City's operating and capital funds.

FINANCIAL IMPACT:

The following tables summarize the budget amendment request for each of the affected City funds and the impact that this has on the City's reserve levels. After the effect of the changes outlined above, the City's available 2012 fund balance is expected to exceed the projected fund balance in the 2012 budget book by almost \$3 million.

Fund	2012 Current Budget (A)	CIP Revision (B)	2012 Budget Amendment (C)	Carryover Amount (D)	Amended 2012 Budget (E) (A+C+D)	Total Change in Budget (F) (E-A)
General Fund	\$ 34,314,983	\$ -	\$ 7,860	\$ 315,806	\$ 34,638,649	\$ 323,666
Public Arts Fund	36,200	-	33,800	2,511	72,511	36,311
Federal Treasury Forfeiture Fund	182,000	-	25,000	-	207,000	25,000
General Capital Fund	1,865,006	-	-	1,352,525	3,217,531	1,352,525
Roads Capital Fund	7,514,044	129,482	-	7,057,826	14,701,352	7,187,308
Surface Water Utility Fund	4,997,726	-	-	517,466	5,515,192	517,466
All Other Funds not requesting carryovers	6,334,418	-	-	-	6,334,418	-
Total	\$ 55,244,377	\$ 129,482	\$ 66,660	\$ 9,246,134	\$ 64,686,653	\$ 9,442,276

Fund	Projected 2012 Beginning Fund Balance (A)	Actual 2012 Beginning Fund Balance (B)	Total Budget Amendment Request (C)	Revenue Adjustments (D)	Resulting 2012 Available Beginning Fund Balance (E) (B - C+D)	Amount Over/(Under) Projected Beginning Fund Balance (F) (A-E)
General Fund	\$ 5,811,442	\$ 6,869,894	\$ 323,666	\$ 109,592	\$ 6,655,820	\$ 844,378
Public Arts Fund	286,698	286,263	36,311	2,500	252,452	(34,246)
Federal Treasury Forfeiture Fund	254,302	253,774	25,000	25,000	253,774	(528)
General Capital Fund	1,882,171	3,276,798	1,352,525	-	1,924,273	42,102
Roads Capital Fund	1,694,613	3,905,146	7,187,308	6,299,958	3,017,796	1,323,183
Surface Water Utility Fund	2,582,816	3,726,606	517,466	163,466	3,372,606	789,790
Total	\$12,512,042	\$18,318,481	\$9,442,276	\$6,600,516	\$15,476,721	\$2,964,679

RECOMMENDATION

Staff recommends that Council approve Ordinance No. 632, amending the 2012 budget.

Approved By: City Manager *JU* City Attorney *IS*

Dept/Program	Project/Item	2012 Current Budget	CIP Revision	2012 Budget Amendment	Carryover Amount	Amended 2012 Budget	2012 Carryover Revenue	2012 Amended Revenue	Total Revenue	Revenue Source	Justification
General Fund											
Economic Dev.	Aurora Square				\$8,976						Donahou Design Group Contract continues in 2012
ASD - Director's Office	ASD Director Recruitment				\$5,032						Novak Consulting Final Invoice due in 2012
	Archiving Services				\$11,600						Modus Technology contract expires in 2012
	Sub-Total				\$16,632				-		
ASD - Financial Operations	Assistance and Implementation of 7i, 7.94 and Timecard Online				\$61,108						
ASD - IT Strategic Planning	Hansen upgrade				\$16,411				-		Contract expires in 2012
ASD - IT Telephone Services	Fiber Optic Installation				\$13,368				-		Work will be finalized in 2012
Emergency Management	EMPG Grant				\$6,200		\$40,588		40,588	EMPG	Grant continues until 06/30/2012
	EMPG Grant				\$12,977						
	EMPG Grant				\$2,636						
	EMPG Grant				\$275						
	EMPG Grant				\$250						
	EMPG Grant				\$18,250						
	Sub-Total				\$0	\$40,588	\$40,588		\$40,588		
Criminal Justice/Jail Services	Byrne Memorial Grant Recovery				\$9,011		\$9,011		9,011	Byrne Memorial - Recovery	Grants continues in 2012
	Byrne Memorial Grant Recovery			\$1,585				\$1,585	1,585	Byrne Memorial - Recovery	Grant interests
	Sub-Total			\$1,585	\$9,011		\$9,011	\$1,585	\$10,596		
Police Traffic Enforcement	DOJ-Byrne Memorial Grant				\$13,081		\$13,081		13,081		Grant continues in 2012
	WA Association of Sheriffs & Police Chiefs			\$3,275				\$3,275	3,275		Grant awarded 01/27/2012
	Sub-Total			\$3,275	\$13,081		\$13,081	\$3,275	\$16,356		
Police Special Support	Byrne Memorial Grant - Seattle				\$13,923		\$13,923		13,923	Byrne Memorial	Grant continues in 2012
	DOJ-Byrne Memorial Grant				\$18,240		\$18,240		18,240	DOJ-Byrne Memorial	Grant continues in 2012
	Sub-Total				\$32,163		\$32,163		\$32,163		
Parks - Teen Program	Raikes Foundation Teen Training				\$1,976						Raikes Foundation Donation to support the training needs of the Teen program
	Raikes Foundation Teen Training				\$4,000				-		
	Sub-Total				\$5,976		\$0	\$0	\$0		
PW Administration	Feasibility Study for SPU Acquisition				\$88,603						Feasibility of acquiring SPU's potable water utility continues in 2012
PCD - City Planning	Sustainability Performance Measurement Tracking System				\$9,889		\$9,889		9,889	Energy Efficiency and Conversation	Grant funding extended through June 30, 2011
				\$3,000							Increased contract with unused CleanScapes revenue
	Sub-Total			\$0	\$3,000	\$9,889	\$9,889	\$0	\$9,889		
Total General Fund		\$34,314,983	\$0	\$7,860	\$315,806	\$34,638,649	\$104,732	\$4,860	\$109,592		Use of Fund Balance \$214,074
Public Arts Fund											
	Aurora Avenue Art				\$2,511						Works continues in 2012
	Aurora Avenue Art			\$8,500							Using available funds to implement the art plan as adopted by the Parks Board
	Aurora Avenue Art			\$2,579							
	Aurora Avenue Art			\$160							
	Aurora Avenue Art			\$38							
	Aurora Avenue Art			\$23							
	Town Center Art			\$20,000							
	Town Center Art			\$2,500			\$2,500		2,500	Artech Grant	Temporary outdoor sculpture stroll
	Sub-Total			\$0	\$33,800	\$2,511	\$0	\$2,500	\$2,500		
Total Public Arts		\$36,200	\$0	\$33,800	\$2,511	\$72,511	\$0	\$2,500	\$2,500		Use of Fund Balance \$33,811

000029

Dept/Program	Project/Item	2012 Current Budget	CIP Revision	2012 Budget Amendment	Carryover Amount	Amended 2012 Budget	2012 Carryover Revenue	2012 Amended Revenue	Total Revenue	Revenue Source	Justification
Federal Treasury Forfeiture Fund	Federal Criminal Forfeiture			\$20,000				\$25,000	25,000	Federal Treasury Seizure Funds	Collected over \$400,000 so far this year and would like to use some
	Sub-Total		\$0	\$25,000	\$0		\$0	\$25,000	\$25,000		
Total Federal Treasury Forfeiture Fund		\$182,000	\$0	\$25,000	\$0	\$207,000	\$0	\$25,000	\$25,000		Use of Fund Balance \$0
General Capital Fund	Echo Lake Park Improvements				\$662						Work continues in 2012
	Echo Lake Park Improvements				\$29,569						
	Echo Lake Park Improvements				\$2,228						
	Sub-Total		\$0	\$0	\$32,459		\$0	\$0	\$0		
	Civic Center / City Hall				\$790,348						High Density files and 3rd floor tenant improvements
	Richmond Beach Saltwater Park Improv				\$2,330						Work continues in 2012
	Park at Town Center				\$18,058						Work continues in 2012
	Kruckeberg Garden				\$172,221						Work continues in 2012
	Boeing Creek/Sunset School				\$9,990						Work continues in 2012
	Regional Trail Signage				\$25,000						Work continues in 2012
	Police Station Site Analysis				\$100,000				-		Work to be done in 2012
	Boeing Creek Park Improvements				\$132						Recording Fee for Boundary Line Adjustment
	Off-Leash Dog Parks				\$109						Work continues in 2012
	Trail Corridors				\$4,685						Work continues in 2012
	Trail Corridors				\$137,673						
	Sub-Total		\$0	\$0	\$142,358		\$0	\$0	\$0		
	Maintenance Facility Feasibility Study				\$12,969						Due diligence for Brugger's Bog Acquisition continues in 2012
	Parks Repair and Replacement				\$46,551						Work continues in 2012
Total General Capital Fund		\$1,865,006	\$0	\$0	\$1,352,525	\$3,217,531	\$0	\$0	\$0		Use of Fund Balance \$1,352,525
Roads Capital Fund	Briarcrest Safe Routes to School				50,000		\$50,000		50,000	Safe Routes to School	Work continues in 2012
	Curb Ramp, Gutter & Sidewalk Program				\$10,122						Work continues in 2012
	Sidewalk - Priority Routes				\$2,500						Work will be finalized in 2012
	Sidewalk - Priority Routes				\$8,000						
	Sub-Total		\$0	\$0	\$10,500		\$0	\$0	\$0		
	Transportation Master Plan				\$55,723						Work continues in 2012
	Annual Road Surface Maintenance		\$129,482							Use of Fund Balance	To maximize the BST program
	Aurora Ave. N 165th - 185th				\$937,233		2,212,828		2,212,828	Federal STP	Work continues in 2012
	Aurora Ave. N 185th - 192nd				\$1,446,683		100,011		100,011	Urban Vitality	
	Aurora Ave. N 192nd - 205th				\$4,547,565		182,883		182,883	DOE	
							370,054		370,054	KC Metro	
							159,205		159,205	Safetea-Lu	
							246,862		246,862	State Regional Mobility	
							34,496		34,496	FTA	
							2,611,340		2,611,340	CMAQ	
							332,279		332,279	Utility Reimb.	
	Sub-Total		\$0	\$0	\$6,931,481		\$6,249,958	\$0	\$6,249,958		
Total Roads Capital Fund		\$7,514,044	\$129,482	\$0	\$7,057,826	\$14,701,352	\$6,299,958	\$0	\$6,299,958		Use of Fund Balance \$887,350

Dept/Program	Project/Item	2012 Current Budget	CIP Revision	2012 Budget Amendment	Carryover Amount	Amended 2012 Budget	2012 Carryover Revenue	2012 Amended Revenue	Total Revenue	Revenue Source	Justification	
Surface Water Utility Fund	SW Ops - On-Call Services for Engineering & Environmental Services				\$2,011						Contract expires in 2012	
	FEMA Study				\$4,377						Contract expires in 2012	
	Drainage easement records addition to City's GIS				\$5,000				-		Contract expires in 2013	
									\$117,266	117,266	Municipal Stormwater Capacity Grant	Grant awarded in 2012
									\$46,200	46,200	DOE Local Source Control	Grant awarded in 2012
						\$11,388			\$163,466	\$163,466		
		SWM Rate Study & Implementation				\$80,531						Work continues in 2012
		SWM Green Works Project				\$59,731						Work continues in 2012
		Boeing Creek and Storm Creek Basin Plans				\$53,012						Work continues in 2012
		Meridian Park Wetland Drainage Improvement				\$89,260						Work continues in 2012
		Pump Station No. 25				\$70,067						Work continues in 2012
		Infrastructure Inventory and Assessment				\$105,443						Work continues in 2012
	N Fork Thornton Creek LID Stormwater Retrofit				\$48,034						Work continues in 2012	
Total Surface Water Utility Fund		\$4,997,726	\$0	\$0	\$517,466	\$5,515,192	\$0	\$163,466	\$163,466		Use of Fund Balance \$354,000	
GRAND TOTAL AMENDED FUNDS *		\$48,909,959	\$129,482	\$66,660	\$9,246,134	\$58,352,235	\$6,404,690	\$195,826	\$6,600,516			
* Funds not being amended for a total of \$6,965,828 are not included in the detail		\$6,334,418				\$6,334,418						
TOTAL BUDGET		\$55,244,377	\$129,482	\$66,660	\$9,246,134	\$64,686,653						

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City of Shoreline
Range Placement Table
2.5% Between Ranges; 4% Between Steps

Salary Table 01 - EXEMPT

Mkt Adj 1.00%
Effective Jan 1, 2012

Range	Title	Salary	Min					Max Step 6
			Step 1	Step 2	Step 3	Step 4	Step 5	
1		Annual	19,085	19,848	20,642	21,468	22,326	23,220
2		Annual	19,588	20,372	21,187	22,034	22,916	23,832
3		Annual	20,036	20,838	21,671	22,538	23,439	24,377
4		Annual	20,540	21,361	22,216	23,105	24,029	24,990
5		Annual	21,072	21,914	22,791	23,703	24,651	25,637
6		Annual	21,603	22,467	23,366	24,301	25,273	26,284
7		Annual	22,163	23,049	23,971	24,930	25,927	26,965
8		Annual	22,723	23,632	24,577	25,560	26,582	27,646
9		Annual	23,254	24,184	25,152	26,158	27,204	28,292
10		Annual	23,870	24,825	25,818	26,850	27,924	29,041
11		Annual	24,430	25,407	26,423	27,480	28,579	29,722
12		Annual	25,045	26,047	27,089	28,172	29,299	30,471
13		Annual	25,689	26,716	27,785	28,896	30,052	31,254
14		Annual	26,332	27,386	28,481	29,620	30,805	32,037
15		Annual	26,976	28,055	29,177	30,344	31,558	32,821
16		Annual	27,676	28,783	29,934	31,131	32,377	33,672
17		Annual	28,375	29,510	30,691	31,918	33,195	34,523
18		Annual	29,047	30,209	31,417	32,674	33,981	35,340
19		Annual	29,774	30,965	32,204	33,492	34,832	36,225
20		Annual	30,530	31,751	33,021	34,342	35,716	37,144
21		Annual	31,286	32,537	33,838	35,192	36,600	38,064
22		Annual	32,097	33,381	34,716	36,105	37,549	39,051
23		Annual	32,881	34,196	35,564	36,986	38,466	40,004
24		Annual	33,720	35,069	36,472	37,931	39,448	41,026
25		Annual	34,532	35,913	37,349	38,843	40,397	42,013
26		Annual	35,399	36,815	38,288	39,819	41,412	43,068
27		Annual	36,295	37,746	39,256	40,826	42,460	44,158
28		Annual	37,218	38,707	40,255	41,865	43,540	45,281
29		Annual	38,142	39,667	41,254	42,904	44,620	46,405
30		Annual	39,093	40,657	42,283	43,974	45,733	47,563
31		Annual	40,072	41,675	43,342	45,076	46,879	48,754

City of Shoreline
Range Placement Table

2.5% Between Ranges; 4% Between Steps

Salary Table 01 - EXEMPT

Mkt Adj 1.00%
Effective Jan 1, 2012

Range	Title	Salary	Min Step 1	Step 2	Step 3	Step 4	Step 5	Max Step 6
32		Annual	41,080	42,723	44,432	46,209	48,058	49,980
33		Annual	42,115	43,800	45,552	47,374	49,269	51,240
34		Annual	43,151	44,877	46,672	48,539	50,480	52,499
35		Annual	44,214	45,982	47,822	49,735	51,724	53,793
36		Annual	45,361	47,176	49,063	51,025	53,066	55,189
37		Annual	46,453	48,311	50,243	52,253	54,343	56,517
38		Annual	47,600	49,504	51,484	53,543	55,685	57,913
39		Annual	48,803	50,755	52,786	54,897	57,093	59,377
40		Annual	50,034	52,036	54,117	56,282	58,533	60,875
41		Annual	51,294	53,345	55,479	57,698	60,006	62,407
42		Annual	52,581	54,684	56,872	59,146	61,512	63,973
43	Assistant Planner	Annual	53,896	56,052	58,294	60,626	63,051	65,573
44		Annual	55,239	57,449	59,747	62,137	64,622	67,207
45	Executive Assistant to the City Manager	Annual	56,611	58,875	61,230	63,679	66,226	68,875
46	Budget Analyst Management Analyst Staff Accountant Recreation Coordinator I	Annual	58,010	60,330	62,743	65,253	67,863	70,578
47	Associate Planner	Annual	59,521	61,902	64,378	66,953	69,631	72,416
48	Purchasing Officer	Annual	60,976	63,415	65,952	68,590	71,333	74,187
49	Parks & Rec Project Coordinator Emergency Management Coordinator <u>Neighborhoods Coordinator</u>	Annual	62,515	65,016	67,616	70,321	73,134	76,059
50	Grants Coordinator Recreation Coordinator II CMO Management Analyst Senior Human Resources Analyst Budget/Financial Systems Analyst	Annual	64,054	66,616	69,281	72,052	74,934	77,932
51	Web Developer Senior Planner	Annual	65,649	68,275	71,006	73,847	76,800	79,872
52	Customer Response Team Supervisor Fleet, Facilities & Prop Mgt Supv Development Review Engineer I Construction Inspection Supervisor	Annual	67,328	70,021	72,822	75,735	78,765	81,915
53		Annual	69,007	71,768	74,638	77,624	80,729	83,958
54	PW Maintenance Supervisor	Annual	70,714	73,543	76,485	79,544	82,726	86,035

City of Shoreline
Range Placement Table
2.5% Between Ranges; 4% Between Steps

Salary Table 01 - EXEMPT

Mkt Adj 1.00%
Effective Jan 1, 2012

Range	Title	Salary	Min					Max
			Step 1	Step 2	Step 3	Step 4	Step 5	
55	Capital Projects Manager I GIS Specialist City Clerk	Annual	72,477	75,376	78,391	81,527	84,788	88,180
56	Associate Traffic Engineer	Annual	74,324	77,297	80,389	83,605	86,949	90,427
57	Database Administrator	Annual	76,171	79,218	82,387	85,682	89,109	92,674
58		Annual	78,074	81,197	84,445	87,823	91,335	94,989
59	Recreation Superintendent Economic Development Program Mgr Finance Manager Capital Projects Manager II Community Services Manager Intergovernmental Prog Manager Development Review Engineer II Permit Services Manager Parks Superintendent Planning Manager	Annual	80,033	83,234	86,563	90,026	93,627	97,372
60		Annual	82,020	85,300	88,712	92,261	95,951	99,789
61	Building Official	Annual	84,090	87,454	90,952	94,590	98,374	102,309
62	Assistant City Attorney	Annual	86,189	89,637	93,222	96,951	100,829	104,862
63	Traffic Engineer SW & Environmental Svcs Manager	Annual	88,316	91,849	95,522	99,343	103,317	107,450
64		Annual	90,555	94,177	97,944	101,862	105,936	110,174
65	Engineering Supervisor Transportation Svcs Division Mgr	Annual	92,793	96,505	100,365	104,380	108,555	112,897
66	Information Systems Manager	Annual	95,116	98,921	102,877	106,992	111,272	115,723
67		Annual	97,522	101,423	105,480	109,700	114,088	118,651
68		Annual	99,929	103,926	108,083	112,407	116,903	121,579
69	Public Works Operations Manager	Annual	102,448	106,545	110,807	115,240	119,849	124,643
70	Human Resources Director	Annual	104,994	109,194	113,562	118,104	122,828	127,741
71	City Engineer	Annual	107,625	111,930	116,407	121,063	125,905	130,942
72		Annual	110,339	114,752	119,343	124,116	129,081	134,244
73		Annual	113,081	117,605	122,309	127,201	132,289	137,581
74	Assistant City Manager Finance Administrative Services Director Parks, Rec & Cultural Svcs Director Planning & Community Dev Services Dir Public Works Director City Attorney	Annual	115,908	120,544	125,366	130,380	135,596	141,019
75		Annual	118,818	123,571	128,513	133,654	139,000	144,560

City of Shoreline
 Range Placement Table
 2.5% Between Ranges; 4% Between Steps

Salary Table 02 - NON-EXEMPT

Mkt Adj. 1.00%
 Effective Jan 1, 2012

Range	Title	Hourly Rate	Min Step 1	Step 2	Step 3	Step 4	Step 5	Max Step 6
1		Hourly	9.18	9.54	9.92	10.32	10.73	11.16
2		Hourly	9.42	9.79	10.19	10.59	11.02	11.46
3		Hourly	9.63	10.02	10.42	10.84	11.27	11.72
4		Hourly	9.87	10.27	10.68	11.11	11.55	12.01
5		Hourly	10.13	10.54	10.96	11.40	11.85	12.33
6		Hourly	10.39	10.80	11.23	11.68	12.15	12.64
7		Hourly	10.66	11.08	11.52	11.99	12.47	12.96
8		Hourly	10.92	11.36	11.82	12.29	12.78	13.29
9		Hourly	11.18	11.63	12.09	12.58	13.08	13.60
10		Hourly	11.48	11.93	12.41	12.91	13.43	13.96
11		Hourly	11.74	12.21	12.70	13.21	13.74	14.29
12		Hourly	12.04	12.52	13.02	13.54	14.09	14.65
13		Hourly	12.35	12.84	13.36	13.89	14.45	15.03
14		Hourly	12.66	13.17	13.69	14.24	14.81	15.40
15	Lifeguard/Instructor II	Hourly	12.97	13.49	14.03	14.59	15.17	15.78
16		Hourly	13.31	13.84	14.39	14.97	15.57	16.19
17		Hourly	13.64	14.19	14.76	15.35	15.96	16.60
18		Hourly	13.96	14.52	15.10	15.71	16.34	16.99
19		Hourly	14.31	14.89	15.48	16.10	16.75	17.42
20		Hourly	14.68	15.26	15.88	16.51	17.17	17.86
21		Hourly	15.04	15.64	16.27	16.92	17.60	18.30
22		Hourly	15.43	16.05	16.69	17.36	18.05	18.77
23		Hourly	15.81	16.44	17.10	17.78	18.49	19.23
24	Senior Lifeguard	Hourly	16.21	16.86	17.53	18.24	18.97	19.72
25		Hourly	16.60	17.27	17.96	18.67	19.42	20.20
26		Hourly	17.02	17.70	18.41	19.14	19.91	20.71
27		Hourly	17.45	18.15	18.87	19.63	20.41	21.23
28		Hourly	17.89	18.61	19.35	20.13	20.93	21.77
29		Hourly	18.34	19.07	19.83	20.63	21.45	22.31
30		Hourly	18.79	19.55	20.33	21.14	21.99	22.87
31	Teen Program Assistant Administrative Assistant I Recreation Assistant I	Hourly	19.27	20.04	20.84	21.67	22.54	23.44

City of Shoreline
 Range Placement Table
 2.5% Between Ranges; 4% Between Steps

Salary Table 02 - NON-EXEMPT

Mkt Adj. 1.00%
 Effective Jan 1, 2012

Range	Title	Hourly Rate	Min Step 1	Step 2	Step 3	Step 4	Step 5	Max Step 6
32	Public Works Maintenance Worker I Parks Maintenance Worker I	Hourly	19.75	20.54	21.36	22.22	23.10	24.03
33		Hourly	20.25	21.06	21.90	22.78	23.69	24.63
34		Hourly	20.75	21.58	22.44	23.34	24.27	25.24
35	Finance Technician Administrative Assistant II Recreation Assistant II Facilities Maintenance Worker I	Hourly	21.26	22.11	22.99	23.91	24.87	25.86
36		Hourly	21.81	22.68	23.59	24.53	25.51	26.53
37	Parks Maintenance Worker II Public Works Maintenance Worker II Accounts Payable/Payroll Technician Capital Projects Technician Legal Assistant Communication Assistant Animal Control Officer	Hourly	22.33	23.23	24.16	25.12	26.13	27.17
38	Technical Assistant	Hourly	22.88	23.80	24.75	25.74	26.77	27.84
39	Environmental Programs Assistant Facilities Maintenance Worker II Payroll Officer Administrative Assistant III Recreation and Class Prog Assistant Records Coordinator Recreation Assistant III	Hourly	23.46	24.40	25.38	26.39	27.45	28.55
40	Engineering Technician	Hourly	24.06	25.02	26.02	27.06	28.14	29.27
41	Surface Water Quality Specialist	Hourly	24.66	25.65	26.67	27.74	28.85	30.00
42	Deputy City Clerk Sr. Public Works Maintenance Worker Senior Parks Maintenance Worker	Hourly	25.28	26.29	27.34	28.44	29.57	30.76
43	Environmental Educator Right-of-Way Inspector CRT Representative	Hourly	25.91	26.95	28.03	29.15	30.31	31.53
44	Plans Examiner I Senior Engineering Technician	Hourly	26.56	27.62	28.72	29.87	31.07	32.31
45								
46	Recreation Coordinator I Code Enforcement Officer Computer Network Specialist	Hourly	27.89	29.00	30.17	31.37	32.63	33.93
47	Associate Planner	Hourly	28.62	29.76	30.95	32.19	33.48	34.82
48	Plans Examiner II Combination Inspector	Hourly	29.32	30.49	31.71	32.98	34.29	35.67
49	Neighborhoods Coordinator	Hourly	30.06	31.26	32.51	33.81	35.16	36.57
50		Hourly	30.80	32.03	33.31	34.64	36.03	37.47

City of Shoreline
 Range Placement Table
 2.5% Between Ranges; 4% Between Steps

Salary Table 02 - NON-EXEMPT

Mkt Adj. 1.00%
 Effective Jan 1, 2012

Range	Title	Hourly Rate	Min Step 1	Step 2	Step 3	Step 4	Step 5	Max Step 6
51		Hourly	31.56	32.82	34.14	35.50	36.92	38.40
52	Plans Examiner III	Hourly	32.37	33.66	35.01	36.41	37.87	39.38
53		Hourly	33.18	34.50	35.88	37.32	38.81	40.36
54		Hourly	34.00	35.36	36.77	38.24	39.77	41.36
55		Hourly	34.84	36.24	37.69	39.20	40.76	42.39
56		Hourly	35.73	37.16	38.65	40.19	41.80	43.47
57		Hourly	36.62	38.09	39.61	41.19	42.84	44.55
58		Hourly	37.54	39.04	40.60	42.22	43.91	45.67
59		Hourly	38.48	40.02	41.62	43.28	45.01	46.81
60		Hourly	39.43	41.01	42.65	44.36	46.13	47.98
61		Hourly	40.43	42.05	43.73	45.48	47.30	49.19
62		Hourly	41.44	43.09	44.82	46.61	48.48	50.41
63		Hourly	42.46	44.16	45.92	47.76	49.67	51.66
64		Hourly	43.54	45.28	47.09	48.97	50.93	52.97
65		Hourly	44.61	46.40	48.25	50.18	52.19	54.28
66		Hourly	45.73	47.56	49.46	51.44	53.50	55.64
67		Hourly	46.89	48.76	50.71	52.74	54.85	57.04
68		Hourly	48.04	49.96	51.96	54.04	56.20	58.45
69		Hourly	49.25	51.22	53.27	55.40	57.62	59.92
70		Hourly	50.48	52.50	54.60	56.78	59.05	61.41
71		Hourly	51.74	53.81	55.96	58.20	60.53	62.95
72		Hourly	53.05	55.17	57.38	59.67	62.06	64.54
73		Hourly	54.37	56.54	58.80	61.15	63.60	66.14
74		Hourly	55.72	57.95	60.27	62.68	65.19	67.80
75		Hourly	57.12	59.41	61.79	64.26	66.83	69.50

ORDINANCE NO. 632

AN ORDINANCE OF THE CITY OF SHORELINE, WASHINGTON, AMENDING ORDINANCE 622 BY INCREASING THE APPROPRIATION IN THE GENERAL FUND, PUBLIC ARTS FUND , GENERAL CAPITAL FUND, ROADS CAPITAL FUND AND SURFACE WATER UTILITY FUND.

WHEREAS, the 2012 Budget was adopted in Ordinance 585; and

WHEREAS, the 2012–2017 Capital Improvement Plan was adopted in Ordinance 578; and

WHEREAS, the 2012 Budget has assumed completion of specific capital improvement projects in 2011; and

WHEREAS, some of these capital projects were not completed and need to be continued and completed in 2012; and

WHEREAS, various projects were included in the City’s 2011 operating budget and were not completed during 2011; and

WHEREAS, due to these 2011 projects not being completed, the 2011 ending fund balance and the 2012 beginning fund balance for the General Fund, Public Arts Fund, General Capital Fund, Roads Capital Fund and Surface Water Utility Fund is greater than budgeted; and

WHEREAS, the City wishes to appropriate a portion of these greater than budgeted beginning fund balances in 2012 to complete 2011 work; and

WHEREAS, the City of Shoreline is required by RCW 35A.33.00.075 to include all revenues and expenditures for each fund in the adopted budget:

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SHORELINE, WASHINGTON DO ORDAIN AS FOLLOWS:

Section 1. Amending Section 2 of Ordinance No. 622. The City hereby amends Section 2 of Ordinance No. 622, the 2012 Adopted Budget, by increasing the appropriation from the General Fund by \$323,666; for the Public Arts Fund by \$36,311; for the Federal Treasury Forfeitures Fund by \$25,000; for the General Capital Fund by \$1,352,525; for the Roads Capital Fund by \$7,187,308; for the Surface Water Utility Fund by \$517,466; and by increasing the Total Funds appropriation to \$64,686,653 as follows:

General Fund	\$34,314,983	\$34,638,649
Street Fund	\$2,208,455	
Code Abatement Fund	\$100,000	
State Drug Enforcement Forfeiture Fund	\$5,000	
Federal Drug Enforcement Forfeiture Fund	\$5,050	
Public Arts Fund	\$36,200	\$72,511
Revenue Stabilization Fund	\$0	
Federal Treasury Forfeitures Fund	\$182,000	\$207,000
General Capital Fund	\$1,865,006	\$3,217,531
City Facility-Major Maintenance Fund	\$60,000	
Roads Capital Fund	\$7,514,044	\$14,701,352
Surface Water Utility Fund	\$4,997,726	\$5,515,192
Vehicle Operations/Maintenance Fund	\$197,250	
Equipment Replacement Fund	\$315,000	
Unemployment Fund	\$89,546	
Unlimited Tax GO Bond 2006	\$1,695,050	
Limited Tax GO Bond 2009	\$1,659,067	
Total Funds	<u>\$55,244,377</u>	<u>\$64,686,653</u>

Section 2. Effective Date. A summary of this ordinance consisting of its title shall be published in the official newspaper of the City. The ordinance shall take effect and be in full force five days after passage and publication.

PASSED BY THE CITY COUNCIL ON April 9, 2012

Mayor Keith A. McGlashan

ATTEST:

APPROVED AS TO FORM:

Scott Passey
City Clerk

Ian Sievers
City Attorney

Publication Date:

Effective Date:

CITY COUNCIL AGENDA ITEM
CITY OF SHORELINE, WASHINGTON

AGENDA TITLE:	Authorize the City Manager to enter into an Agreement with Northwest Center for Right of Way Landscaping Services for a 2012 in an amount of \$88,041
DEPARTMENT:	Public Works Department
PRESENTED BY:	Mark Relph, Public Works Director Jesus Sanchez, Public Works Operations Manager
ACTION:	<input type="checkbox"/> Ordinance <input type="checkbox"/> Resolution <input checked="" type="checkbox"/> Motion <input type="checkbox"/> Discussion <input type="checkbox"/> Public Hearing

PROBLEM/ISSUE STATEMENT:

This contract is to provide Right-of-Way Landscaping Services to the City of Shoreline for the remainder of 2012 with the option to renew for two (2) additional one (1) year terms. The City may periodically request additional work at a \$35/hour labor rate.

The work in the contract includes, but is not limited mowing, weed removal, liter removal, pruning, trimming, sweeping & blowing of parking strips, tree wells and sidewalk amenity strips, roadway medians on approximately 60 curb miles of arterial (including Aurora Ave N) and collector streets. The vegetation along sidewalks will be trimmed back flush with the back of the sidewalk and maintain a minimum height of eight (8) feet above the walk ways.

The work also includes mowing, liter removal, weed removal, plus line trimming and removal of the cut grasses from specific beautification areas and traffic circles. All landscaping beds will have new mulch placed. This contract provides all labor and equipment to perform all the landscaping tasks.

RESOURCE/FINANCIAL IMPACT:

This project will be funded by the 2012 Public Works Street Operations Repairs and Maintenance budget (2709054-5480). The allocation amount for the ROW Maintenance portion of the budget is \$134,203. The low bid came in at \$88,041.

City Council authorization is required for service contracts exceeding \$50,000.

RECOMMENDATION

Staff recommends that Council authorize the City Manager to execute an Agreement for Services with Northwest Center to provide Right-of-Way Landscaping Services for a 2012 amount of \$88,041.

Approved By: City Manager *JU* City Attorney *IS*

INTRODUCTION

This contract is to provide right-of-way (ROW) Landscaping Services to the City of Shoreline. The work shall include, but is not limited to, furnishing all labor, equipment, and materials necessary for mowing, weed cutting, pruning, watering, sweeping and cleanup of parking strips, tree wells, sidewalks, sidewalk amenity strips, roadway medians of arterial and collector streets (including Aurora Ave N), beautification areas, and traffic circles.

BACKGROUND

Each year, the City contracts with a contractor to provide ROW landscaping services within the City of Shoreline. The areas to be maintained within the ROW include, but are not limited to: lawn areas, trees, shrubs, walkways, concrete sidewalks, concrete sidewalks with permeable brick pavers, parking areas, rock ways, retaining walls, fences, mowing strips, ground-cover, flower beds, and paved areas.

The work in this contract includes but is not limited to, mowing, weed removal, litter removal, pruning, trimming, edging, chemical application, sweeping and blowing of parking strips, tree wells, and sidewalks on approximately 60 curb miles of arterial and collector streets. The work also includes mowing, litter removal, weed removal, and line trimming and removal of the cut grasses from specific beautification areas and traffic circles.

The City also requested bids for two (2) additional landscaping project schedules related to completed segments of the Aurora Ave N Corridor Project. Schedule B includes Aurora Ave N (N 165th St to N 185th St) and adjacent streets, and Schedule C includes Aurora Ave N (N 185th St to N 193rd St) and adjacent streets. Schedule B and C work may be included in this contract at a future date.

The city received three (3) sealed bids. After reviewing all of the bids and checking references, the apparent low bidder was Northwest Center with a bid amount of \$88,041 for year 2012 services (Schedule A). This contract has an option for two (2) additional one (1) year terms. Each year the contract amount may change based on contractor labor rates or location or scope changes.

RESOURCE/FINANCIAL IMPACT

This project will be funded by the 2012 Public Works Street Operations Repairs and Maintenance budget (2709054-5480). The allocation amount for the ROW Maintenance portion of the budget is \$134,203. The low bid came in at \$88,041.

City Council authorization is required for Service Contracts exceeding \$50,000.

RECOMMENDATION

Staff recommends that Council authorize the City Manager to execute an Agreement with Northwest Center to provide Right of Way Landscaping Services for the remainder of 2012 with the option to renew for two (2) additional one (1) year terms, for a 2012 amount of \$88,041.

ATTACHMENTS

Attachment A: Schedules A, B, and C – Street Locations and Maintenance Frequency

Attachment B: Map of Shoreline Streets

Attachment C: Map of Traffic Circles

Attachment D: Map of Filterra Locations

APPENDIX A – Project Locations

CITY OF SHORELINE Right of Way Landscaping Services BID No. 6763

Schedule A Street Locations and Maintenance Frequency

ITEM #	STREET	LOCATION	FREQUENCY	SCHEDULE
1	15 th Ave NE	NE Ballinger Way to NE 145 th St	3 times per year	Schedule A
2	5 th Ave NE	I-5 ON/OFF Ramp @ NE 145 th St	3 times per year	Schedule A
3	5 th Ave NE	NE 145 th St to NE 175 th St	3 times per year	Schedule A
4	Aurora Ave N	N 145 th St to N 165 th St	Bi-Monthly	Schedule A
5	N 152 nd St	East of Aurora 120' on N side and 230' on S	3 times per year	Schedule A
6	N 155 th St	East of Aurora 40' on S side and 160 on N.	3 times per year	Schedule A
7	N 155 th St	West of Aurora 275' on S side to Linden	3 times per year	Schedule A
8	N 155 th St	West of Aurora 385' on N side to Westminster	3 times per year	Schedule A
9	N 160 th St	West of Aurora 150' on N & S side (sidewalks)	3 times per year	Schedule A
10	N 160 th St	East of Aurora 150' on N & S side (sidewalks)	3 times per year	Schedule A
11	N 165 th St	East of Aurora 235' on N and 245' on S side	3 times per year	Schedule A
12	Aurora Ave N	19290 (YMCA Address) to N 205 th St	Bi-Monthly	Schedule A
13	Ballinger Ave NE	25 th Ave NE to 15 th Ave NE	3 times per year	Schedule A
14	Dayton Ave N	St. Luke Pl to N 172 nd St	3 times per year	Schedule A
15	Greenwood Ave N	N 145 th St to N 155 th St (West Side) to fence	3 times per year	Schedule A
16	N 172 nd St	Dayton Ave N to Freemont Ave N	3 times per year	Schedule A
17	Dayton Ave N	N 172 nd St to Carlyle Hall Rd N	3 times per year	Schedule A
18	Freemont Ave N	N 165 th St to N 175 th St	3 times per year	Schedule A
19	Meridian Ave N	N 145 th St to N 205 th St	3 times per year	Schedule A
20	N / NW 205 th St	Meridian Ave N to 3 rd Ave NW	3 times per year	Schedule A
21	N 145th St	Bothell Way to Greenwood (North Side)	3 times per year	Schedule A
22	N 160th St	Aurora Ave N to Dayton Ave N	3 times per year	Schedule A
23	N 175th St	I-5 ON/OFF Ramp	3 times per year	Schedule A
24	N 200 th St	Meridian Ave N to Aurora Ave N	3 times per year	Schedule A

ITEM #	STREET	LOCATION	FREQUENCY	SCHEDULE
25	NE / N 155 th St	15 th Ave NE to Westminster Ave N	3 times per year	Schedule A
26	NE / N 175 th St	15 th Ave NE to Fremont Ave N	3 times per year	Schedule A
27	NE / N 185 th St	10 th Ave NE to Fremont Ave N	3 times per year	Schedule A
28	3 rd Ave NW	NW 176 th St to NW 205 th St	3 times per year	Schedule A
29	8 th Ave NW	Richmond Beach DR to NW 195 th St	3 times per year	Schedule A
30	20 th Ave NW	Richmond Beach DR to NW 195 th St	3 times per year	Schedule A
31	Richmond Beach Road	Fremont Ave N to 23 rd Ave NW	3 times per year	Schedule A
32	Westminster Ave N	Aurora Ave N to N 145 th St	3 times per year	Schedule A
33	25 th Ave NE	NE 150 th St to N 168 th St	3 times per year	Schedule A

Beautification Areas

ITEM #	LOCATION	FREQUENCY	SCHEDULE
1	Meridian Ave N & N 175 th St (West and East side)	2 times per year	Schedule A
2	Meridian Ave N & N 205 th St (Southwest Corner)	2 times per year	Schedule A
3	Aurora Ave N & N 205 th St (Southwest Corner)	2 times per year	Schedule A
4	NE 195 th St & 5 th Ave NE (West & East of Bridge)	2 times per year	Schedule A
5	N 145 th St & 5 th Ave NE (Northeast Corner)	2 times per year	Schedule A
6	NE 178 th St & 24 th Ave NE (Southeast Corner)	2 times per year	Schedule A

Aurora Ave N (N 145th St to N 165th St) & Adjacent Streets

ITEM #	LOCATION	FREQUENCY	SCHEDULE
1	N 152 nd St (Planter Beds on the North and South side to the East)	Bi-Monthly	Schedule A
2	N 155 th St (Planter Beds on the North and South side to the East)	Bi-Monthly	Schedule A
3	N 155 th St (Planter Beds on the North and South side to Westminster)	Bi-Monthly	Schedule A
4	N 160 th St (Planter Beds on the North and South side to the East)	Bi-Monthly	Schedule A
5	N 160 th St (Planter Beds on the North and South side to the West)	Bi-Monthly	Schedule A
6	N 163 rd St (Planter Beds on the North and South side to the West)	Bi-Monthly	Schedule A
7	N 165 th St (Planter Beds on the North and South side to the West)	Bi-Monthly	Schedule A
8	N 165 th St (Planter Beds on the North and South side to the East)	Bi-Monthly	Schedule A

Aurora Ave N (N 193rd St to N 205th St) Adjacent Streets)

ITEM #	LOCATION	FREQUENCY	SCHEDULE
1	N 192 nd St to N195 th St (Planter Beds and Islands and C-Curbing on the east and west side)	Bi-Monthly	Schedule A
2	Aurora Ave N to N 195 th St to Firlands Way N to the North to Aurora on the Westside (Maintaining the grass on the Triangle property on the sides and Top-all surfaces)	Bi-Monthly	Schedule A
3	N 200 th St (North and south Sidewalks and Tree Wells to the East to Costco Driveway)	Bi-Monthly	Schedule A
4	N 200 th St (North and south side 80'to the west paved shoulder)	Bi-Monthly	Schedule A
5	N 205 th St / SR 244 (South side only to West to Whiteman)	Bi-Monthly	Schedule A
6	N 205 th St / SR 244 (South Side only to East to 100', (Planter Beds, Islands)	Bi-Monthly	Schedule A

Traffic Circle Locations

ITEM #	LOCATION	FREQUENCY	SCHEDULE
1	10 th Ave NE / NE 170 th St	1-time per year	Schedule A
2	12 th Ave NE / NE 152 nd St	1-time per year	Schedule A
3	12 th PI NE / NE 170 th St	1-time per year	Schedule A
4	16 th Ave NE / NE 192 nd St	1-time per year	Schedule A
5	17 th Ave NE / NE 146 th St	1-time per year	Schedule A
6	17 th Ave NE / NE 147 th St	1-time per year	Schedule A
7	17 th Ave NE / NE 148 th St	1-time per year	Schedule A
8	18 th Ave NW / NW 201 st St	1-time per year	Schedule A
9	1 st Ave NE / NE 180 th St	1-time per year	Schedule A
10	22 nd Ave NE / NE 170 th St	1-time per year	Schedule A
11	27 th Ave NE / NE 150 th St	1-time per year	Schedule A
12	27 th Ave NE / NE 155 th St	1-time per year	Schedule A
13	27 th Ave NE / NE 160 th St	1-time per year	Schedule A
14	28 th Ave NE / NE 160 th St	1-time per year	Schedule A
15	3 rd Ave NE / NE 174 th St	1-time per year	Schedule A
16	3 rd Ave NW / NW 185 th St	1-time per year	Schedule A
17	4 th Ave NE / NE 170 th St	1-time per year	Schedule A
18	8 th Ave NE / NE 160 th St	1-time per year	Schedule A
19	8 th Ave NE / NE Serpentine PI	1-time per year	Schedule A
20	Corliss Ave N / N 192 nd St	1-time per year	Schedule A
21	Corliss Ave N / N 194 th St	1-time per year	Schedule A
22	Densmore Ave N / N 157 th St	1-time per year	Schedule A
23	Evanston Ave N / N 148 th St	1-time per year	Schedule A
24	Interlake Ave N / N 160 th St	1-time per year	Schedule A
25	Linden Ave N / N 163 rd St	1-time per year	Schedule A
26	Linden Ave NW / NW 198 th St	1-time per year	Schedule A
27	Midvale Ave N / N 160 th St	1-time per year	Schedule A
28	Stone Ave N / N 167 th St	1-time per year	Schedule A
29	Stone Ave N / N 183 rd St	1-time per year	Schedule A
30	Wallingford Ave N / N 180 th St	1-time per year	Schedule A
31	Wallingford Ave N / N 183 rd St	1-time per year	Schedule A
32	Wallingford Ave N / N 192 nd St	1-time per year	Schedule A

CITY OF SHORELINE
Right of Way Landscaping Services
BID No. 6763

Schedule B
Street Locations and Maintenance Frequency

ITEM #	STREET	LOCATION	FREQUENCY	SCHEDULE
1	Aurora Ave N	N 165 th St to N 185 th St	Bi-Monthly	Schedule B
2	N 167 th St	Midvale to Aurora	Bi-Monthly	Schedule B
3	N 167 th St	Linden to Aurora	Bi-Monthly	Schedule B
4	N 170 th St	Linden to Aurora	Bi-Monthly	Schedule B
5	N 182 nd St	Linden to Aurora	Bi-Monthly	Schedule B
6	Aurora Ave N	N 185 th St to 19290 (YMCA Address)	Bi-Monthly	Schedule B

Aurora Ave N (N 165th St to N 185th St) & Adjacent Side Streets

ITEM #	LOCATION	FREQUENCY	SCHEDULE
1	Aurora Ave N (N 165 th St to N 185 th St)	Bi-Monthly	Schedule B
2	N 167 th St (Planter Beds-on the North and South- to Interurban Trail)	Bi-Monthly	Schedule B
3	N 170 th St (Planter Beds North and South 95' to the West)	Bi-Monthly	Schedule B
4	Ronald PI N (Planter Beds on West side 188' to the North Gate Entrance)	Bi-Monthly	Schedule B
5	N 175 th St (Planter Beds on North, Center and South side 795' to the East)	Bi-Monthly	Schedule B
6	N 175 th St (Planter Beds on North, Center and South side 250' to the West)	Bi-Monthly	Schedule B
7	N 182 nd St Curb and Grass 60' East to Midvale	Bi-Monthly	Schedule B
8	N 182 nd St (Planter Beds on North side 200' to the West)	Bi-Monthly	Schedule B
9	N 185 th St (Planter Beds & Behind Sidewalk Planter Beds on the southside, c-curb and Beds on the North side 250' to the West)	Bi-Monthly	Schedule B
10	N 185 th St (Planter Beds on North and South Side, c-curb to Midvale Ave N)	Bi-Monthly	Schedule B
11	Firlands Way N (Planter Beds on the Southside & Center islands 80' to the Northwest)	Bi-Monthly	Schedule B

Raingarden Locations: Aurora Ave N (N 165th St to N 185th St)

ITEM #	LOCATION	FREQUENCY	SCHEDULE
1	16523 Aurora Ave N on westside, 245-feet south of N 165 th St	Semi-Annually	Schedule B
2	16510 Aurora Ave N on westside, 240-feet north of N 165 th St	Semi-Annually	Schedule B
3	16715 Aurora Ave N on westside, 150-feet south of N 167 th St	Semi-Annually	Schedule B
4	16708 Aurora Ave N on westside, 45-feet north of N 167 th St	Semi-Annually	Schedule B
5	16725 Aurora Ave N on westside, 245-feet south of N 167 th St	Semi-Annually	Schedule B
6	16748 Aurora Ave N on westside, 470-feet north of N 167 th St	Semi-Annually	Schedule B
7	17001 Aurora Ave N on westside, 75-feet north of N 170 th St	Semi-Annually	Schedule B
8	17001 Aurora Ave N on westside, 150-feet north of N 170 th St	Semi-Annually	Schedule B
9	17010 Aurora Ave N on westside, 95-feet north of N 170 th St	Semi-Annually	Schedule B
10	17203 Aurora Ave N on westside, 665-feet north of N 170 th St	Semi-Annually	Schedule B
11	17209 Aurora Ave N on westside, 775-feet north of N 170 th St	Semi-Annually	Schedule B
12	17212 Aurora Ave N on westside, 589-feet north of N 170 th St	Semi-Annually	Schedule B
13	17212 Aurora Ave N on westside, 640-feet north of N 170 th St	Semi-Annually	Schedule B
14	17212 Aurora Ave N on westside, 720-feet north of N 170 th St	Semi-Annually	Schedule B
15	17212 Aurora Ave N on westside, 730-feet north of Ronald PI N	Semi-Annually	Schedule B
16	17244 Aurora Ave N on westside, 40-feet north of Ronald PI N	Semi-Annually	Schedule B
17	17244 Aurora Ave N on westside, 55-feet north of Ronald PI N	Semi-Annually	Schedule B
18	17219 Aurora Ave N on westside, 150-feet north of Ronald PI N	Semi-Annually	Schedule B
19	17244 Aurora Ave N on westside, 220-feet north of Ronald PI N	Semi-Annually	Schedule B
20	17244 Aurora Ave N on westside, 280-feet north of Ronald PI N	Semi-Annually	Schedule B
21	17255 Aurora Ave N on westside, 360-feet north of Ronald PI N	Semi-Annually	Schedule B
22	17505 Aurora Ave N on westside, 40-feet north of N 175 th St	Semi-Annually	Schedule B
23	17839 Aurora Ave N on westside, 1,025-feet north of N 175 th St	Semi-Annually	Schedule B
24	17839 Aurora Ave N on westside, 1,200-feet north of N 175 th St	Semi-Annually	Schedule B
25	17935 Aurora Ave N on westside, 1,300-feet north of N 175 th St	Semi-Annually	Schedule B
26	18005 Aurora Ave N on westside, 1,390-feet north of N 175 th St	Semi-Annually	Schedule B
27	18025 Aurora Ave N on westside, 1,590-feet north of N 175 th St	Semi-Annually	Schedule B
28	18041 Aurora Ave N on westside, 1,720-feet north of N 175 th St	Semi-Annually	Schedule B
29	18319 Aurora Ave N on westside, 3,153-feet north of N 15 th St	Semi-Annually	Schedule B

Bioswale Locations: Aurora Ave N (N 175th St to N 185th St)

ITEM #	LOCATION	FREQUENCY	SCHEDULE
1	17525 Aurora Ave N on westside, 400-feet north of N 175 th St	Bi-Monthly	Schedule B
2	17545 Aurora Ave N on westside, 505-feet north of N 175 th St	Bi-Monthly	Schedule B
3	17545 Aurora Ave N on westside, 721-feet north of N 175 th St	Bi-Monthly	Schedule B
4	17545 Aurora Ave N on westside, 850-feet north of N 175 th St	Bi-Monthly	Schedule B
5	18217 Aurora Ave N on westside, 180-feet south of N 182 nd St	Bi-Monthly	Schedule B

Filterra Bioretention Locations: Aurora Ave N (N 175th St to N 185th St)

ITEM #	LOCATION	FREQUENCY	SCHEDULE
1	N 185 th St, 135-feet east of Aurora Ave N, on southeast corner	Bi-Monthly	Schedule B
2	N 185 th St, 220-feet east of Aurora Ave N, on southeast corner	Bi-Monthly	Schedule B
3	N 185 th St, 235-feet east of Aurora Ave N, on southeast corner	Bi-Monthly	Schedule B
4	N 185 th St, 145-feet east of Aurora Ave N, on northeast corner	Bi-Monthly	Schedule B
5	N 185 th St, 220-feet east of Aurora Ave N, on northeast corner	Bi-Monthly	Schedule B
6	N 185 th St, 235-feet east of Aurora Ave N, on northeast corner	Bi-Monthly	Schedule B
7	N 185 th St, 51-feet west of Aurora Ave N, on southwest corner	Bi-Monthly	Schedule B
8	N 185 th St, 160-feet west of Aurora Ave N, on southwest corner	Bi-Monthly	Schedule B
9	Aurora Ave N, 419-feet north of N 185 th St, on eastside	Bi-Monthly	Schedule B
10	Aurora Ave N, 588-feet north of N 185 th St, on eastside	Bi-Monthly	Schedule B
11	Aurora Ave N, 750-feet north of N 185 th St, on eastside	Bi-Monthly	Schedule B
12	Aurora Ave N, 1,286-feet north of N 185 th St, on eastside	Bi-Monthly	Schedule B
13	Aurora Ave N, 1,475-feet north of N 185 th St, on eastside	Bi-Monthly	Schedule B
15	Aurora Ave N, 523-feet north of N 185 th St, on westside	Bi-Monthly	Schedule B
16	Aurora Ave N, 686-feet north of N 185 th St, on westside	Bi-Monthly	Schedule B
17	Aurora Ave N, 1,031-feet north of N 185 th St, on westside	Bi-Monthly	Schedule B
18	Aurora Ave N, 1,140-feet north of N 185 th St, on westside	Bi-Monthly	Schedule B

CITY OF SHORELINE
Right of Way Landscaping Services
BID No. 6763

Schedule C

Aurora Ave N (N 185th St to N 193rd St) & Adjacent Side Streets

ITEM #	LOCATION	FREQUENCY	SCHEDULE
1	Aurora Ave N (N 185th St to N 193rd St)	Bi-Monthly	Schedule C
2	Aurora Ave N (N 185 th St to N 192 nd St) Planter Beds on West, Center islands, Planter Beds on East Side, and c-curbing	Bi-Monthly	Schedule C
3	N 192 nd St SW Corner (Planter Beds Area 140' X 140' - Education Center)	Bi-Monthly	Schedule C
4	Aurora Ave N (N 185 th St to 19290 - YMCA Address)	Bi-Monthly	Schedule C
5	N 192 nd St to Firlands Way North and South Side of Street	Bi-Monthly	Schedule C
6	N 192 nd St to (Planter Beds to the East to Interurban Trail)	Bi-Monthly	Schedule C







The City reserves the right to add or delete sites as needed. No guarantee of the actual service requirements is implied or expressed by this solicitation. Service requirement shall be based on actual need.

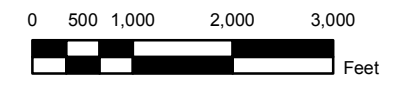
Street Classification

(City of Shoreline Transportation Master Plan; with Amendments)

Attachment B

Legend

-  Interstate
-  Principal Arterial
-  Minor Arterial
-  Collector Arterial
-  Local Primary Street
-  Local Secondary Street

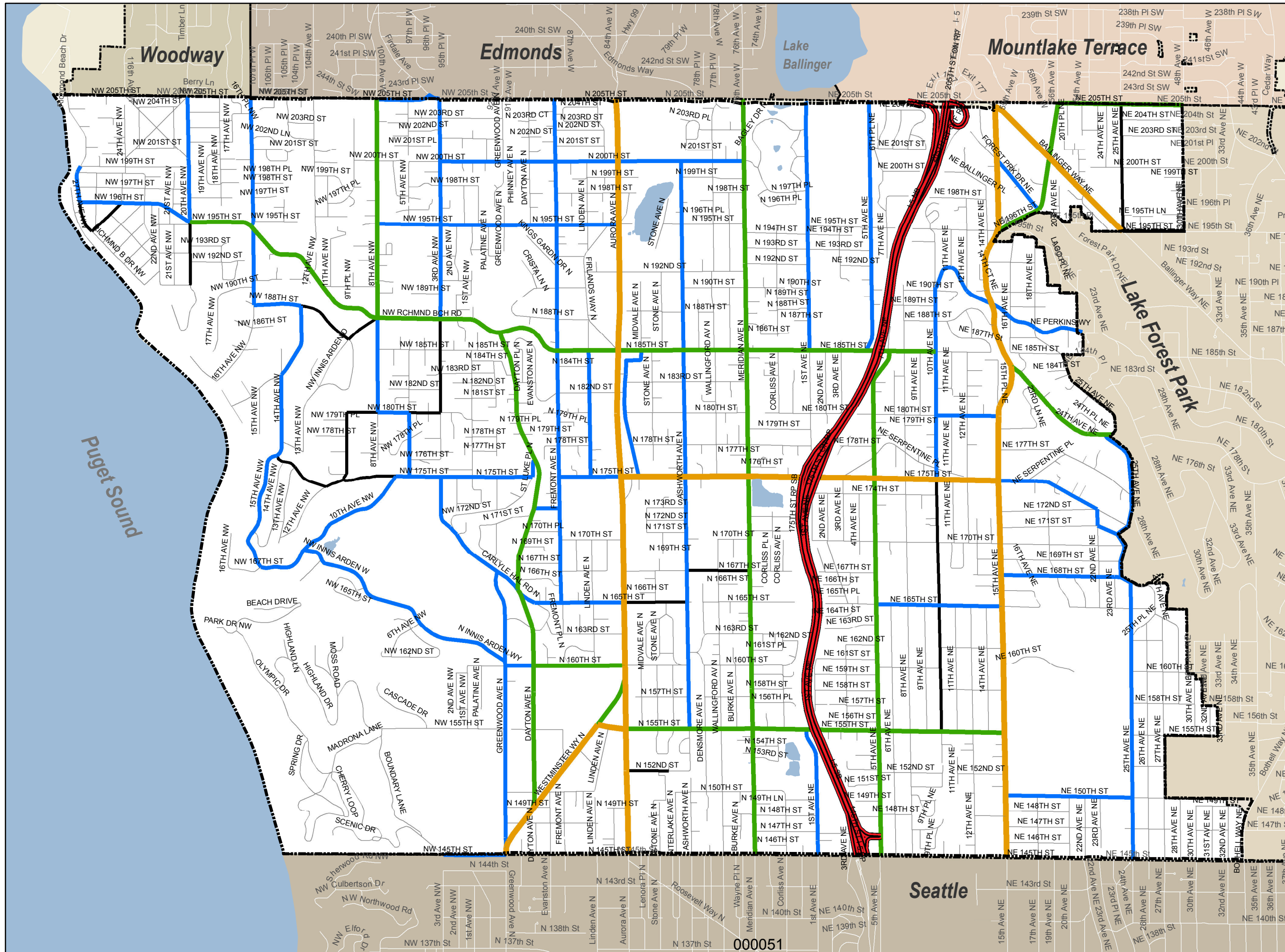


1 inch = 1,917 feet



City of Shoreline
 17500 Midvale Ave N
 Shoreline, WA 98133
 (206) 801-2700
 www.shorelinewa.gov

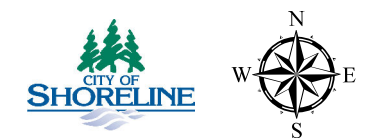
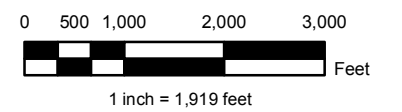
Map Date: 2012
 No warranties of any sort, including accuracy, fitness, or merchantability, accompany this product.



Traffic Circle Locations Attachment C

Legend

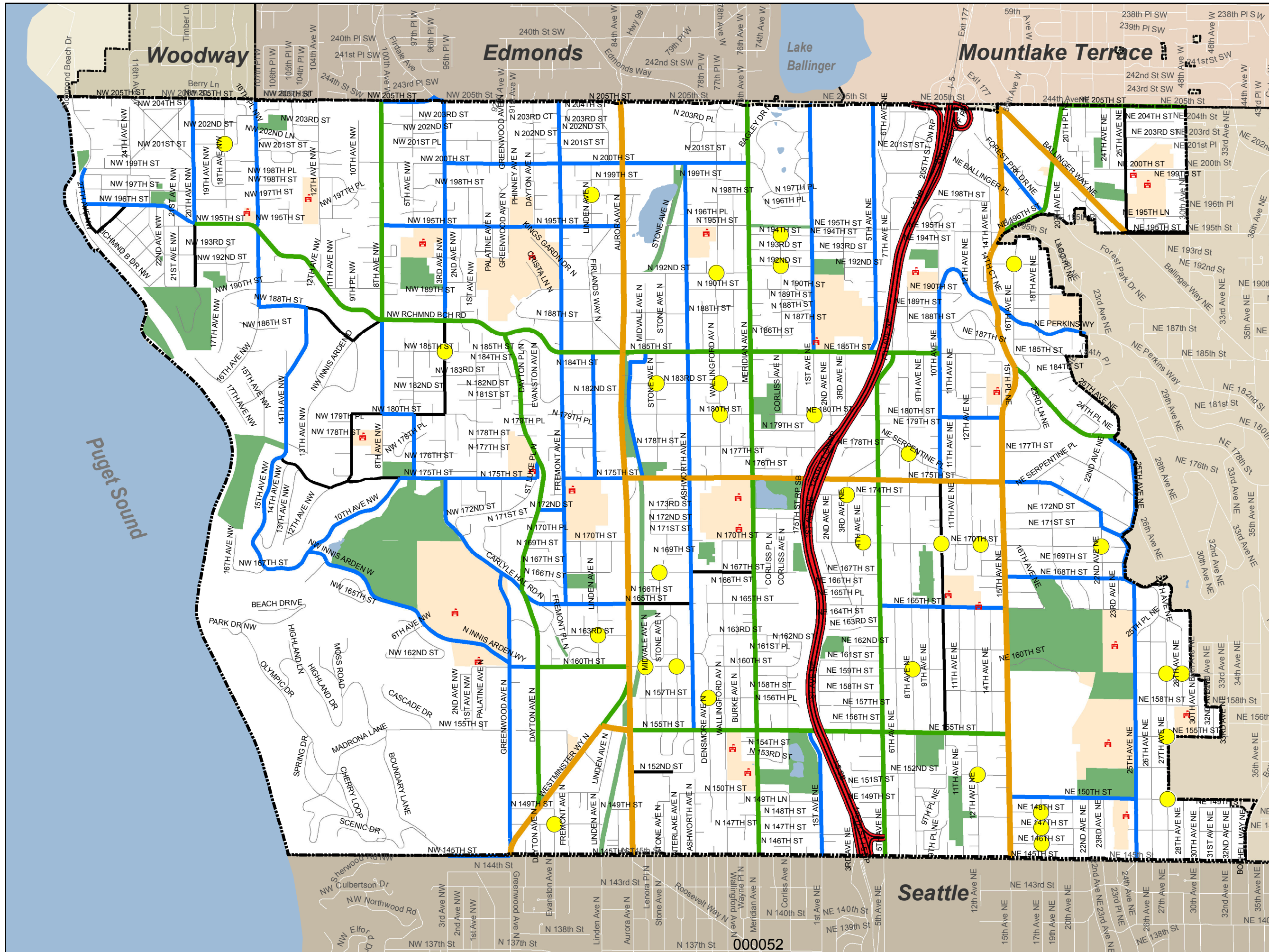
 Traffic Circle



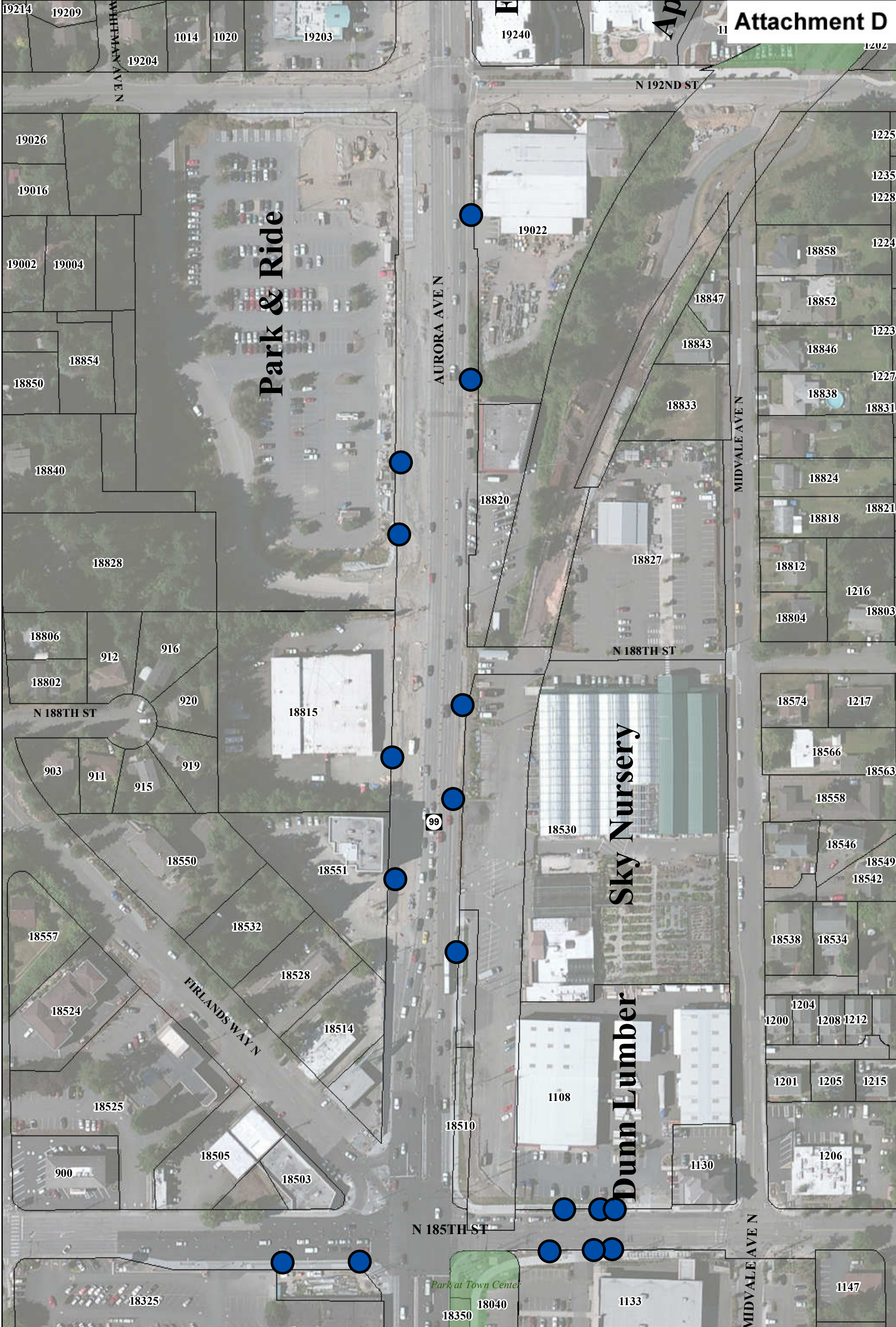
City of Shoreline
17500 Midvale Ave N
Shoreline, WA 98133
(206) 801-2700
www.shorelinewa.gov

Map Date: 2012

No warranties of any sort, including accuracy, fitness, or merchantability, accompany this product.



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CITY COUNCIL AGENDA ITEM
CITY OF SHORELINE, WASHINGTON

AGENDA TITLE:	Authorizing the City Manager to File a Complaint to Recover Damages from Gary Merlino Construction Company, Inc. and SCI Infrastructure for Defective Right-of-Way Poles Installed with the North City Right-of-Way Project and the First Mile of the Aurora Project
DEPARTMENT:	Public Works, City Attorney
PRESENTED BY:	Ian Sievers, City Attorney Kirk McKinley, Public Works
ACTION:	<input type="checkbox"/> Ordinance <input type="checkbox"/> Resolution <input checked="" type="checkbox"/> Motion <input type="checkbox"/> Discussion <input type="checkbox"/> Public Hearing

PROBLEM/ISSUE STATEMENT:

In May, 2009, the City began noticing paint adhesion failure and oxidation on light, signal and pedestrian poles installed as part of the North City Project completed on July 31, 2006. In July, 2010, the City noticed similar problems with the light, signal and pedestrian poles installed as part of the Aurora Avenue North Multimodal Corridor Project (N 145th – N 165th streets) (“Aurora Project”), completed on May 1, 2007.

Since discovery of the problems, the City has attempted to work with NW Lighting Group, the supplier of the poles in both projects, to identify and remedy the problem. The City has also notified Gary Merlino Construction Company, Inc., the general contractor in the Aurora Project and SCI Infrastructure, the general contractor on the North City Project. To date, the City’s efforts have been unsuccessful. At this time, eighty-two percent (82%) of the light poles in the North City project are affected.

Because efforts to resolve the problem have been unsuccessful and there is a six year statute of limitations on breach of contract claims, the City Attorney’s Office recommends filing a breach of contract claim against SCI Infrastructure, the general contractor on the North City Project and Gary Merlino Construction Company, Inc., the general contractor on the Aurora Project by the end of April, 2012. Attached to this report are drafts of the complaints that outline the City’s claims. Attachment A is a draft of the complaint against Gary Merlino Construction Company and Attachment B is a draft of the complaint against SCI Infrastructure.

Poles that were included as part of the 165th to 185th Aurora Project were painted by a different painter and fabricator. Half of the second mile poles were switched over to a more expensive process (powder coating). At this time, we have no reason to suspect paint failure is expected but again, we do not know the root cause for the problems in North City and on the first mile of Aurora.

RESOURCE/FINANCIAL IMPACT:

The financial impact of filing breach of contract claims against the two general contractors will include filing fees of approximately \$230 per claim. The financial impact of inaction, is much greater. Specifically, the City estimates the cost to restore all of the damaged poles to be \$881,000 in North City and \$249,000 on Aurora. However, this only includes the poles currently damaged. If the paint continues to fail on other poles, the cost will rise. The cost to replace all of the poles is estimated to be \$1,028,000 for North City and \$1,976,000. These estimates include costs for traffic control and temporary signal systems.

RECOMMENDATION

Staff recommends that Council approve filing lawsuits against Gary Merlino Construction Company, Inc. and SCI Infrastructure for defects in right of way poles installed with the North City right-of-way project and the first mile of the Aurora Project.

Approved By: City Manager *JU* City Attorney *IS*

ATTACHMENTS

- A. Breach of Contract Complaint (Merlino)
- B. Breach of Contract Complaint (SCI Infrastructure)

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SUPERIOR COURT OF THE STATE OF WASHINGTON
IN AND FOR KING COUNTY

<p>CITY OF SHORELINE, a municipal corporation, Plaintiff, v. Gary Merlino Construction Co., Inc, a Washington corporation, Defendants.</p>	<p>No. COMPLAINT FOR BREACH OF CONTRACT</p>
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COMES NOW Plaintiff, City of Shoreline, and states as follows:

I. PARTIES

1.1 Plaintiff City of Shoreline (“City”) is a Washington municipal corporation with its principal place of business at 17500 Midvale Avenue North, Shoreline, King County, Washington 98133, organized as a noncharter code city under RCW 35A 02.010.

1.2 Defendant Gary Merlino Construction Company, Incorporated (“Merlino”) is a Washington State for-profit corporation, registered to conduct business in Washington State, with its principal place of business at 9125 10th Avenue South, Seattle, WA, 98108.

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II. JURISDICTION AND VENUE

2.1 Jurisdiction is properly in the Superior Court pursuant to RCW 2.08.010.

2.2 Venue is properly vested in this Court pursuant to RCW 4.12.025, because the agreement entered into with the defendant corporation was made in King County, Washington and the defendant has an office for the transaction of business in King County.

III. STATEMENT OF FACTS

3.1 In June, 2005, defendant Merlino entered into a contract with the City to provide construction services for the Aurora Avenue North Multimodal Corridor Project (N 145th – N 165th streets) and Interurban Trail Pedestrian and Bicycle Crossing Project (“Project”), Contract No. 2958, located within the City of Shoreline, King County, Washington (“Contract”).

3.2 Merlino agreed to complete the Project in accordance with the Contract Documents, including Addenda 1 through 8, and to fully perform all covenants therein.

3.3 The project required installation of fifteen (15) signal poles and sixty-six (66) light poles.

3.4 Each pole was to be factory finish painted with Tnemec products.

3.5 Tnemec paint was specified by the City as a coating based upon its high resistance to corrosion, abrasion, wet conditions and exterior weathering.

3.6 Merlino agreed to perform all work under the Contract in accordance with standard specifications found in the 2004 Standard Specifications for Road, Bridge and Municipal

1 Constructions (Standard Specifications), and Amendments to the Standard Specifications
2 and Special Provisions included in the Contract Documents.

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4 3.7 Pursuant to the Special Provisions, Merlino agreed to:

5 3.7.1 Complete workmanship in accordance with the latest accepted standards of the
6 industry as determined by the Engineer.

7 3.7.2 Provide all labor and materials for surface cleaning, preparation, and application
8 of exterior surface coatings, including preparation and painting of signal poles,
9 arms, bases, and luminaire housing; and luminaire poles, arms, bases and
10 luminaire housings.

11
12 3.7.3 Hot-dip galvanize all luminaire and signal poles, including the base plate and
13 sub assemblies.

14 3.7.4 Not alter the Tnemec painting materials except for reducing in accordance with
15 the manufacturer's recommendations.

16 3.7.5 Follow the paint schedule of: (1) spot primer of Tnemec series 90-97, Tneme-
17 Zinc; (2) first coat of Tnemec series 161 Tneme-Fascure; (3) second coat of
18 Tnemec Series 73 Endura-Shield.

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20 3.7.6 Prepare the surfaces to receive the paint finish by cleaning all exterior surfaces
21 and to abrade galvanized surfaces to remove carbonated salts.

22 3.7.7 Prepare metal surfaces with solvent cleaning followed by SP-3 Power Tool
23 Cleaning.

24 3.7.8 Apply primer as quickly as possible following cleaning.
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3.7.9 Not apply coatings to wet or damp surfaces, or when relative humidity is outside the ranges required by product manufacturer or when rain is imminent.

3.7.10 Maintain the temperature range of 50 degrees Fahrenheit and 90 degrees Fahrenheit at least 24 hours prior to and 48 hours following paint application.

3.7.11 Apply the exterior coating materials evenly in accordance with manufacturer's directions and printed specifications.

3.8 Merlino agreed to examine surfaces scheduled to be finished before commencement of work and to report any condition that may potentially affect proper application.

3.9 Merlino also agreed to verify that the surfaces were ready to receive the work as the product manufacturer instructed and to inspect the work upon initial completion and correct any non-complying work.

3.10 Merlino agreed that changeovers of existing and temporary traffic signals must take place after 9:30AM and be completed by 3:00PM the same day. The changeover requires a uniformed police officer to direct traffic and traffic control.

3.11 Merlino completed the work on the Project on May 1, 2007.

3.12 The City has fully performed its contract obligations to Merlino relative to the project.

3.13 In July, 2010, the City discovered peeling paint and white oxidation on the luminaire and signal poles.

3.14 The City notified Merlino on October 18, 2011 of the peeling paint and white oxidation on the poles.

1 3.15 Prior to notifying Merlino, the City contacted the manufacturer of the poles, NW
2 Lighting Group, attempting to identify and remedy the problem.
3

4 3.16 To date, NW Lighting Group has not remedied the peeling paint or oxidation.

5 3.17 To date, Merlino has not remedied the peeling paint and oxidation of the poles.

6 3.18 To date, in the Project, five luminaire poles and six signal poles are experiencing
7 paint failure and oxidation.

8 3.19 The total cost to replace all sixty-six light poles, sixty-six light pole arms, fifteen
9 signal poles, fifteen signal pole arms, fifteen signal pole light arms and provide traffic
10 control and temporary signal systems is \$2,048,000.00, broken down as follows:
11

12 3.19.1 \$15,000.00 per luminaire pole, for a total of \$990,000.00.

13 3.19.2 \$3,000.00 per light pole arm, for a total of \$198,000.00.

14 3.19.3 \$30,000.00 per signal pole, for a total of \$450,000.00.

15 3.19.4 \$15,000.00 per signal pole arm, for a total of \$225,000.00.

16 3.19.5 \$3,000.00 per signal pole light arm, for a total of \$45,000.00.

17 3.19.6 The cost for traffic control is \$20,000.00 associated with the above pole
18 replacements.
19

20 3.19.7 The cost for a temporary signal system is \$30,000.00. It is estimated that four
21 temporary signal systems will be necessary at a cost of \$120,000.00.

22 **IV. CAUSE OF ACTION – BREACH OF CONTRACT**

23 4.1 Plaintiff incorporates by reference the allegations set forth above as if fully set forth
24 herein.
25

1 4.2 The actions and omissions of defendant Merlino constitute a material breach of its
2 contract with the City.
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4 4.3 As a proximate result of Merlino's breach of contract, the City has been damaged in
5 an amount not less than \$2,048,000.00.

6 **V. PRAYER FOR RELIEF**

7 The City prays for relief against Defendant Gary Merlino Construction Co., Inc. as follows:

- 8 1. For judgment against Merlino for the cost to replace the poles and provide for traffic
9 control and a temporary signal system in the amount of \$2,048,000.00.
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11 2. Or, in the alternative, for judgment against Merlino for specific performance of the
12 contract, providing replacement signal and luminaire poles, arms and bases which satisfy the
13 terms of the contract, including providing for traffic control and temporary signal systems.
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15 3. For such other relief as the the Court deems just and equitable.

15 DATED this ___ day of April, 2012.

16 CITY OF SHORELINE

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18 _____
19 Christina M. Schuck, WSBA # 44436
20 Assistant City Attorney
21 Attorney for Plaintiff
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SUPERIOR COURT OF THE STATE OF WASHINGTON
IN AND FOR KING COUNTY

CITY OF SHORELINE, a municipal
corporation,

Plaintiff,

v.
SCI INFRASTRUCTURE, a Washington
Limited Liability Corporation,

Defendants.

No.

COMPLAINT FOR BREACH OF
CONTRACT

COMES NOW Plaintiff, City of Shoreline, and states as follows:

I. PARTIES

1.1 Plaintiff City of Shoreline (“City”) is a Washington municipal corporation with its principal place of business at 17500 Midvale Avenue North, Shoreline, King County, Washington 98133, organized as a noncharter code city under RCW 35A 02.010.

1.2 Defendant SCI Infrastructure, LLC (“SCI”) is a Washington State limited liability corporation, registered to conduct business in Washington State, with its principal place of business at 2825 South 154th Street, Seattle, WA, 98188.

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II. JURISDICTION AND VENUE

2.1 Jurisdiction is properly in the Superior Court pursuant to RCW 2.08.010.

2.2 Venue is properly vested in this Court pursuant to RCW 4.12.025, because the agreement entered into with the defendant corporation was made in King County, Washington and the defendant has an office for the transaction of business in King County.

III. STATEMENT OF FACTS

3.1 In April, 2005, defendant SCI entered into a contract with the City to provide construction services for the North City Project, Contract No. 2347, located within the City of Shoreline, King County, Washington ("Contract").

3.2 SCI agreed to complete the Project in accordance with the Contract Documents, including Addenda 1 through 1, and to fully perform all covenants therein.

3.3 The project required installation of eleven (11) signal poles, with a total of twelve (12) signal pole arms and ten (10) light arms; nineteen (19) pedestrian/sign poles; and fifteen (15) street light poles with fifteen (15) light pole arms.

3.4 Each pole was to be factory finish painted with Tnemec products.

3.5 Tnemec paint was specified by the City as a coating based upon its high resistance to corrosion, abrasion, wet conditions and exterior weathering.

3.6 SCI agreed to perform all work under the Contract in accordance with standard specifications found in the 2004 Standard Specifications for Road, Bridge and Municipal Constructions (Standard Specifications), and Amendments to the Standard Specifications and Special Provisions included in the Contract Documents.

1 3.7 Pursuant to the Special Provisions, SCI agreed to:

2
3 3.7.1 Complete workmanship in accordance with the latest accepted standards of the
4 industry as determined by the Engineer.

5 3.7.2 Hot-dip galvanize all light and signal poles, including the base plate and sub
6 assemblies. (9-29.6(1)A)

7 3.7.3 Prepare the surface for painting by shop sandblasting using SSPC-SP6
8 Commercial Blast, using non-metallic abrasive. (6-07.2)

9 3.7.4 Ensure surfaces are clean, dry and free of oil, grease and other contaminants. (6-
10 07.3)

11 3.7.5 Apply entire finish system in the shop. (6-07.3)

12 3.7.6 Follow the paint schedule of: (1) spot primer of Tnemec series 90-97, Tneme-
13 Zinc; (2) intermediate coat of Tnemec series 27 Typoxy; (3) finish coat of
14 Tnemec Series 73 Endura-Shield. (6-07.1)

15
16 3.8 SCI completed the work on the Project on July 3, 2006.

17 3.9 The City has fully performed its contract obligations to SCI relative to the Project.

18
19 3.10 In May, 2009, the City discovered peeling paint and white oxidation on signal
20 poles, pedestrian/sign poles and street light poles.

21 3.11 The City notified SCI on September 23, 2011 of the peeling paint and white
22 oxidation on the poles.

23 3.12 Prior to notifying SCI, the City contacted the manufacturer of the poles, NW
24 Lighting Group, attempting to identify and remedy the problem.
25

1 3.13 To date, NW Lighting Group has not remedied the peeling paint or oxidation.

2 3.14 To date, SCI has not remedied the peeling paint and oxidation of the poles.

3
4 3.15 To date, in the Project, twelve of sixteen street light poles, fifteen of twenty-one
5 pedestrian/sign poles and all eleven signal poles are experiencing paint failure and
6 oxidation.

7 3.16 The total cost to replace all sixteen light poles, sixteen light pole arms, eleven signal
8 poles, twelve signal pole arms, ten signal pole light arms, nineteen pedestrian poles and to
9 provide traffic control and temporary signal systems is \$1,010,000.00, broken down as
10 follows:
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12 3.16.1 \$15,000.00 per light pole, for a total of \$225,000.00.

13 3.16.2 \$3,000.00 per light pole arm, for a total of \$45,000.00.

14 3.16.3 \$30,000.00 per signal pole, for a total of \$330,000.00.

15 3.16.4 \$15,000.00 per signal pole arm, for a total of \$180,000.00.

16 3.16.5 \$3,000.00 per signal pole light arm, for a total of \$30,000.00.

17 3.16.6 \$5,000.00 per pedestrian pole, for a total of \$95,000.00

18 3.16.7 The cost for traffic control is \$15,000.00 associated with the above pole
19 replacements.
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21 3.16.8 The cost for per temporary signal system is \$30,000.00. It is estimated that
22 three temporary signal systems will be necessary at a cost of \$90,000.00.

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IV. CAUSE OF ACTION – BREACH OF CONTRACT

4.1 Plaintiff incorporates by reference the allegations set forth above as if fully set forth herein.

4.2 The actions and omissions of defendant SCI constitute a material breach of its contract with the City.

4.3 As a proximate result of SCI’s breach of contract, the City has been damaged in an amount not less than \$1,010,000.00.

V. PRAYER FOR RELIEF

The City prays for relief against Defendant SCI Infrastructure, LLC as follows:

1. For judgment against SCI for the cost to replace the poles and provide for traffic control and a temporary signal system in the amount of \$1,010,000.00.

2. Or, in the alternative, for judgment against SCI for specific performance of the Contract, providing replacement signal, pedestrian and light poles, arms and bases which satisfy the terms of the Contract, including providing for traffic control and temporary signal systems.

3. For reasonable attorney’s fees, claim investigation expenses, consulting engineering expense, deposition expenses, exhibits, and witness fees against SCI under the terms of the Contract.

4. For such other relief as the the Court deems just and equitable.

DATED this ___ day of April, 2012.

CITY OF SHORELINE

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Christina M. Schuck, WSBA # 44436
Assistant City Attorney
Attorney for Plaintiff

CITY COUNCIL AGENDA ITEM
CITY OF SHORELINE, WASHINGTON

AGENDA TITLE:	Authorizing the City Manager to Execute a Purchase/Sale Agreement for Acquisition of Right-of-Way at 19906 and 19912 Aurora Avenue N for the Aurora Corridor Improvement Project (N 192 nd to N 205 th Streets)
DEPARTMENT:	Public Works and City Attorney's Office
PRESENTED BY:	Kris Overleese, Capital Project Manager Ian Sievers, City Attorney
ACTION:	<input type="checkbox"/> Ordinance <input type="checkbox"/> Resolution <input checked="" type="checkbox"/> Motion <input type="checkbox"/> Discussion <input type="checkbox"/> Public Hearing

PROBLEM/ISSUE STATEMENT:

The City is in the process of acquiring right of way for the Aurora Corridor Improvement Project (N 192nd to N 205th Streets). As part of this process, the City has been working with the property owner at 19906 and 19912 Aurora Avenue N (Aurora project parcel Nos. 564 and 565). Attachment A shows the acquisition area for these properties.

The City requires 1,394 SF of fee interest, 1,022 SF of temporary construction and easement. On the attached diagram, area "D" represents the driveway reconstruction areas, which are non-compensable. The project is impacting two existing business signs but will not impact the existing billboard.

The owner has agreed to a settlement of \$102,250 pending Council authorization. This settlement amount exceeds the appraised offer of \$86,000 by \$16,250. The recommended settlement is 18.9% above the appraised value. The City's purchasing policies allow the City Manager to authorize the acquisition of property up to 10% over the appraised value. The proposed settlement amount exceeds the City Manager's authorization by \$7,650.

Staff recommends the Council approve the settlement as a fair resolution of this acquisition based on the confidential memorandum provided to the Council regarding this acquisition.

RESOURCE/FINANCIAL IMPACT:

The funds to pay the proposed settlement are available in the project budget.

RECOMMENDATION

Staff recommends that Council authorize the City Manager to execute a property acquisition agreement for \$102,250 as total compensation for all property interests needed from 19906 and 19912 Aurora Avenue N.

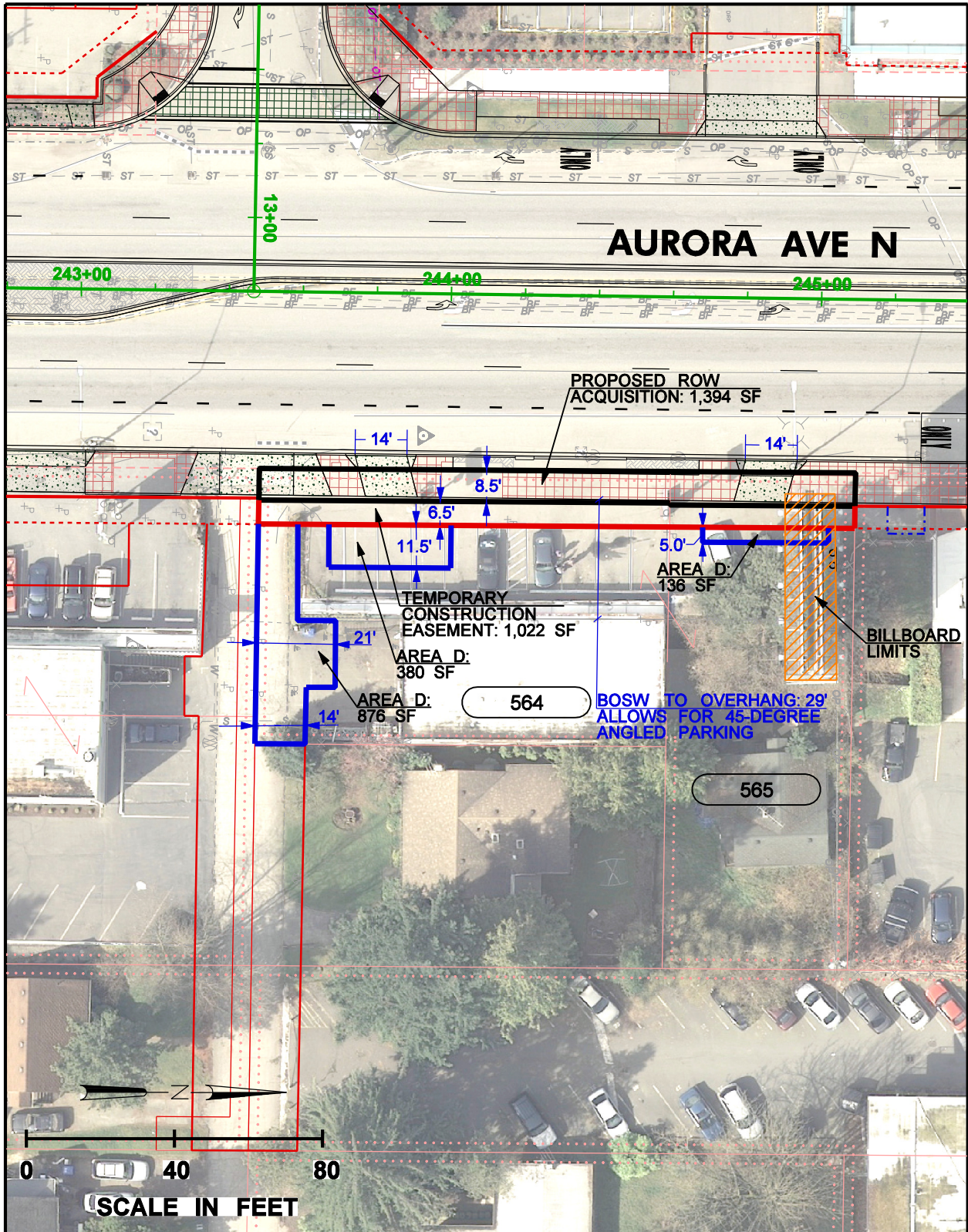
Approved By: City Manager - *JU* City Attorney - *IS*

ATTACHMENTS

A – Map of Property, 19906 and 19912 Aurora Avenue N (Aurora project parcel Nos. 564 and 565)

RELATED DOCUMENTS

A – Confidential Memorandum regarding Project Acquisition for 19906 and 19912 Aurora Avenue N



		SEGALE ANN G	01/24/12
		AURORA AVE N RIGHT OF WAY	

CITY COUNCIL AGENDA ITEM
CITY OF SHORELINE, WASHINGTON

AGENDA TITLE:	Animal Control Implementation Plan Follow-up Discussion – Regional Animal Services of King County Interlocal Agreement
DEPARTMENT:	City Manager’s Office Community Services Division
PRESENTED BY:	John Norris, CMO Management Analyst Rob Beem, Community Services Manager
ACTION:	<input type="checkbox"/> Ordinance <input type="checkbox"/> Resolution <input type="checkbox"/> Motion <input checked="" type="checkbox"/> Discussion

PROBLEM/ISSUE STATEMENT:

On March 19, staff presented an animal control service ‘in-house implementation plan’ for Council consideration. Also presented on the 19th was information on the extended Regional Animal Services of King County (RASKC) interlocal agreement. Based on previous Council direction, this information was shared as a secondary option to the in-house implementation plan. The staff report for March 19 can be found here: <http://cosweb.ci.shoreline.wa.us/uploads/attachments/cck/Council/Staffreports/2012/Staffreport031912-8b.pdf>.

Given that the Mayor had some specific questions regarding the RASKC interlocal agreement, this report provides answers to those questions and clarifications from King County staff regarding the proposed interlocal agreement extension. Although the City has already communicated to RASKC that it is unlikely that the City will participate in RASKC model, the City has until May 1st to change course and communicate to King County that we are interested in contracting with RASKC.

RESOURCE/FINANCIAL IMPACT:

The estimated 2013 net direct cost to provide animal control services using the Shoreline in-house model is \$56,228. If indirect costs are also considered, this annual cost increases to \$149,122. The estimated 2013 net direct cost to provide animal control services using the RASKC model is \$47,882. However, the service levels of these two models are drastically different, with the most important difference being the five-day a week service model proposed by RASKC, as opposed to the seven-day a week service proposed in the in-house model.

RECOMMENDATION:

No formal action is required. Staff is providing follow-up information to Council on the proposed RASKC interlocal agreement extension. However, if the Council has concerns with moving forward with the in-house implementation plan, staff recommends

that Council move that the City Manager communicate to King County the City's nonbinding statement of interest in participating in the RASKC model by May 1. Then staff would return later this year with an interlocal agreement for the Council to consider and approve.

Approved By: City Manager *JU* City Attorney ____

BACKGROUND - RASKC INTERLOCAL AGREEMENT EXTENSION

As was noted at the Council meeting on March 19, RASKC and the King County Executive Office staff decided to re-open the current RASKC contract to amend the contract terms and cost model when the City of Auburn communicated that they would leave the model at the end of 2012. As part of this contract renegotiation process, RASKC provided a timeline for when cities needed to communicate their “serious interest” in staying in the regional animal control system. Given Council’s direction to bring back an in-house implementation plan and Council’s approval of the 2012 budget for animal services transition funding, on February 14, staff communicated to the County that “it is unlikely that the City of Shoreline will participate in the animal control services contract extension at this time.”

Although Shoreline has been removed from the RASKC model, given that our participation in the RASKC model will decrease the costs of other participating cities, King County will allow Shoreline back in the model if Council were to provide this direction by May 1. As of February 14, Auburn, Kirkland and Shoreline are the only cities that have asked to be removed from the RASKC model. However, it is staff’s understanding that other cities, most notably Bellevue, are still weighing whether to continue with the RASKC model or provide service on a sub-regional level. Obviously, other cities’ non-participation in the model would affect Shoreline’s cost if we were to participate.

As was provided on March 19, the RASKC cost model (which includes Shoreline but excludes Auburn and Kirkland) is attached to this staff report as *Attachment A* for reference.

ANSWERS AND CLARIFICATIONS REGARDING THE RASKC MODEL

The following answers to Council questions regarding the proposed RASKC interlocal agreement extension were provided by Diane Carlson, Director of Regional Initiatives at the King County Executive’s Office. Ms. Carlson has served as one of the County’s lead staff on negotiating and managing the interlocal agreement extension process.

1. Comparison of costs for the regional model versus the City of Shoreline Animal Control Implementation Plan – clarifying the \$100,000 difference

A: The estimated 2013 net cost to Shoreline in the RASKC model is \$14,702 (based on the draft interlocal agreement with Shoreline included) The estimated PAWS cost is an additional \$33,000, for a total City net cost of \$47,702 in 2013 if Shoreline remains in the RASKC program.

This compares to an in-house model net cost of \$149,122. As we understand it, this true cost of the in-house model includes existing Shoreline staff whose time will be shifted or re-assigned to animal control functions. The RASKC model requires minimal Shoreline staff involvement – both in terms of direct service provision (staff in the field) and internal support (i.e. legal, human resources, risk management, finance) and thus does not necessitate re-assigning existing staff. If the City remains in the regional system, these Shoreline staff would be available to focus on core City services.

2. *Regional model – What is the intended longer term focus for the County on building a regional funding source and working with other shelter providers?*

A: The draft interlocal agreement represents a bridge to sustainability. Throughout the discussions with cities, there has been clear consensus to collaborate on increasing revenues and achieving system sustainability at the end of the three (3) years. The focus areas cities and the County have identified include increasing licensing and donation revenues, seeking out entrepreneurial revenues, and also pursuing the concept of a regional levy to help support the RASKC system. An important part of this dialogue will be working with the other shelter providers, including the City of Seattle. This approach will ensure a high level of care for all animals with effective field services, while reducing or eliminating the dependence on significant ongoing subsidies from each community's limited general fund resources. While there is work to be done to develop such an approach, the relationships we have with our fellow shelter providers, offers a great foundation for this effort.

Ms. Carlson also provided the following clarifications about the RASKC model.

1. *Enhanced Service Options*

The enhanced service options are changing under the draft interlocal agreement for RASKC. The change is probably best characterized as a new option for cities, in addition to the option currently available. The draft ILA provides the same option that currently exists for cities to purchase a full animal services officer (as Shoreline is presently doing with Lake Forest Park and Kenmore) AND it provides an option to purchase smaller amounts of time at a lower per hour cost. This new option gives cities the flexibility to purchase enhanced services throughout the year in targeted amounts of time without having to commit to a full year agreement and without paying overhead costs.

2. *License Revenue Support*

The licensing support proposed for 2013 (\$19,450) under the model with Kirkland and Auburn out of the system, establishes a target revenue amount that the County will guarantee if actual license revenues are not achieved. Cities and the County may enter into separate agreements for the licensing support assistance in 2014 and 2015 subject to cities providing additional in-kind support and the County's ability to recover costs and/or provide resources for the services.

3. *Weekend Service*

An important concern of cities has been the ability for regular field services to be provided on weekend days when the service needs are greater than some week days. The current agreement provides 5-day field service during the week days. RASKC will begin shifting the 5-day service to include weekend coverage starting in 2012. RASKC just negotiated weekend field services coverage with the bargaining unit—beginning next month. It is anticipated this will continue with the new agreement.

4. Control Officers in Field

Another issue raised by cities that is being addressed in the new agreement is to have field officers placed at satellite locations within the districts rather than a home base of Kent. The draft interlocal agreement includes a provision for RASKC to establish field locations for officers so they will have more time within the districts they are serving. Shoreline is considered one of our best options to site this satellite.

Finally, Ms. Carlson also stated that King County remains committed to providing effective service in Shoreline and would like to collaborate on designing the service to meet our needs. It should also be stated that the draft RASKC interlocal agreement will be available in early April. Staff will provide the draft interlocal to Council as soon as it has been distributed by the County.

ADVANTAGES AND DISADVANTAGES OF THE RASKC MODEL

As was noted on March 19, there are definitely some improvements to the proposed RASKC interlocal agreement over the current agreement. However, there are also some shortcomings, most of which already exist in the current agreement and are likely to continue under the extended agreement. There are also some benefits to continuing to partner with RASKC. The following section highlights some of the advantages and disadvantages of the new RASKC model:

Extended RASKC Interlocal Agreement Improvements:

- Cost allocation formula more heavily weighted toward system use than before - 80% system use/20% jurisdiction population cost allocation, versus the old formula of 50% use/50% population.
- Staffing plan model that includes both weekend days; exact weekly staffing plan still being finalized by RASKC.
- Satellite location where Animal Control Officer will report to could potentially be in Shoreline; this will allow for more time in the service district than the current model, where Animal Control Officers report to the RASKC Animal Shelter in Kent.
- Overall reduction in RASKC system costs from 2012 to 2013.
- Commitment from the County to increase system revenues through additional partnerships and collaboration.
- Commitment from the County that capital costs for RASKC Shelter replacement will not be considered as part of this three year extension.

Current and Future RASKC System Concerns:

- Continued lack of local control of the system.
- Continued lack of high-quality law enforcement coordination, system marketing and system responsiveness; although RASKC has improved in these areas and provides adequate coordination and responsiveness, staff feels these service aspects could be improved if the City moves away from the RASKC model.
- Continued lack of proactive service delivery outside the purchase of enhanced services.
- Cost of purchasing enhanced services (\$78,567 for fully loaded half time FT (20 hours per week) or \$51 per hour if purchased on a target hourly basis) would increase the direct costs of the RASKC model greatly, likely making the net direct

cost of the RASKC model greater than the net direct cost of bringing the service in-house.

- Proposed service area covered by RASKC will be divided into two service districts covered by five Animal Control Officers, with the northern service district covering all of north and east King County; this is a significantly larger district than before, potentially increasing response times.
- Continued sheltering charge for the RASKC Shelter, which is not Shoreline's primary shelter.

RASKC System Benefits:

- The unfunded overhead costs of the in-house model, also noted as 'soft costs' during the March 19 Council discussion (monetized at \$92,894), would not be an issue as all overhead and support costs are provided by RASKC as part of the base contract model.
- Transition funding allocated in the 2012 budget for animal control could be reprogrammed in 2012 for another purpose, put back into the general fund, or saved if the Council wishes to implement the in-house model at a future time
- All animal related citizen issues, inquiries, media communication, public disclosure requests, and advocacy concerns will continue to be handled by RASKC.
- Due to the 2013 licensing support credit, the 2013 net direct cost for the RASKC model (including PAWS) is estimated to be \$8,346 less than the Shoreline in-house model. If the City enters into a separate agreement with the County for licensing support assistance in 2014 and 2015, which would necessitate the provision of in-kind support, RASKC system costs would continue to be reduced through the licensing support credit.
- Depth of service is not an issue with the RASKC model; if a RASKC Animal Control Officer is out of duty for an extended period of time due to injury, illness or some other type of long term leave, RASKC will provide a back-up Animal Control Officer to fulfill the service requirements of the contract.

RESOURCE/FINANCIAL IMPACT:

The estimated 2013 net direct cost to provide animal control services using the Shoreline in-house model is \$56,228. If indirect costs are also considered, this annual cost increases to \$149,122. The estimated 2013 net direct cost to provide animal control services using the RASKC model is \$47,882. However, the service levels of these two models are drastically different, with the most important difference being the five-day a week service model proposed by RASKC, as opposed to the seven-day a week service proposed in the in-house model.

RECOMMENDATION:

No formal action is required. Staff is providing follow-up information to Council on the proposed RASKC interlocal agreement extension. However, if the Council has concerns with moving forward with the in-house implementation plan, staff recommends that Council move that the City Manager communicate to King County the City's nonbinding statement of interest in participating in the RASKC model by May 1. Then staff would return later this year with an interlocal agreement for the Council to consider and approve.

ATTACHMENT: RASKC Interlocal Agreement Cost Model

**Regional Animal Services of King County
Precommitment 2013 Estimated Payment Calculation**

Allocation Method: Population = 20%, Usage = 80% Control Districts 200 and 220 combined into one (420), with 240 and 260 consolidated to District 500, costs to districts 50%, 50%. Usage and Licensing Revenue based on 2011 Preliminary Year End. Credits allocated to jurisdictions with shelter intakes per capita above the system average.

OPTION # Kirkland and Auburn out
5 ACO's - 2 Districts

	Control	Shelter	Licensing	Total Allocated Costs (1)	2011 Licensing Revenue (est)	Estimated Net Cost
Budgeted Total Allocable Costs	\$1,668,818	\$2,817,635	\$667,091	\$5,153,544		
Budgeted Non-Licensing Revenue	\$80,040	\$112,507	\$13,265	\$205,812		
Budgeted Net Allocable Costs	\$1,588,778	\$2,705,128	\$653,826	\$4,947,731	\$2,272,689	-\$2,675,042

DRAFT

Animal Control District Number	Jurisdiction	Estimated Animal Control Cost Allocation (2)	Estimated Sheltering Cost Allocation (3)	Estimated Licensing Cost Allocation (4)	Estimated Total Animal Services Cost Allocation	2011 Licensing Revenue (Estimated)	Estimated Net Cost Allocation	2013-2015 Transition Funding (Annual) (5)	2013 Credits (Annual) (6)	Estimated Net Costs with Transition Funding and Credits	Estimated Revenue from Proposed Licensing Support (7)	Estimated Net Final Cost (8)	
420	Carnation	\$4,709	\$3,649	\$1,350	\$9,708	\$4,752	-\$4,956	\$552	\$0	-\$4,404	\$1,819	-\$2,585	
	Duvall	\$12,892	\$15,888	\$5,829	\$34,609	\$21,343	-\$13,266	\$0	\$0	-\$13,266	\$10,391	-\$2,875	
	Kenmore	\$43,389	\$12,633	\$16,797	\$72,819	\$58,602	-\$14,217	\$0	\$0	-\$14,217	\$7,893	-\$6,324	
	Kirkland	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
	Lake Forest Park	\$26,202	\$7,666	\$13,183	\$47,051	\$48,504	\$1,453	\$0	\$0	\$1,453	\$5,024	\$6,477	
	Redmond	\$43,577	\$57,653	\$35,170	\$136,400	\$116,407	-\$19,993	\$0	\$0	-\$19,993	\$0	-\$19,993	
	Sammamish	\$40,639	\$47,015	\$33,896	\$121,550	\$117,649	-\$3,901	\$0	\$0	-\$3,901	\$0	-\$3,901	
	Shoreline	\$105,904	\$32,342	\$41,596	\$179,841	\$145,689	-\$34,152	\$0	\$0	-\$34,152	\$19,450	-\$14,702	
	Woodinville	\$14,070	\$6,651	\$8,395	\$29,115	\$29,220	\$105	\$0	\$0	\$105	\$3,036	\$3,141	
	Beaux Arts	\$84	\$182	\$269	\$535	\$930	\$395	\$0	\$0	\$395	\$0	\$395	
	Bellevue	\$137,151	\$169,980	\$81,922	\$389,053	\$273,931	-\$115,122	\$0	\$0	-\$115,122	\$44,446	-\$70,676	
	Clyde Hill	\$1,805	\$3,355	\$2,125	\$7,285	\$7,170	-\$115	\$0	\$0	-\$115	\$0	-\$115	
	Estimated Unincorporated King County	\$255,977	(see total below)	(see total below)	(see total below)	(see total below)	(see total below)	(see total below)	NA	NA	NA	NA	NA
	Issaquah	\$51,338	\$48,429	\$17,716	\$117,484	\$55,947	-\$61,537	\$0	\$0	-\$61,537	\$1,507	-\$60,030	
	Mercer Island	\$13,140	\$19,452	\$15,082	\$47,674	\$49,962	\$2,288	\$0	\$0	\$2,288	\$0	\$2,288	
	Newcastle	\$15,867	\$13,002	\$5,066	\$33,934	\$15,271	-\$18,663	\$0	\$0	-\$18,663	\$3,074	-\$15,589	
	North Bend	\$15,237	\$16,890	\$4,495	\$36,622	\$15,694	-\$20,928	\$1,376	\$586	-\$18,966	\$6,833	-\$12,133	
Snoqualmie	\$11,804	\$11,790	\$7,335	\$30,929	\$25,065	-\$5,864	\$0	\$0	-\$5,864	\$0	-\$5,864		
Yarrow Point	\$604	\$611	\$828	\$2,043	\$2,700	\$657	\$0	\$0	\$657	\$0	\$657		
SUBTOTAL FOR CITIES IN 420 (excludes unincorporated area)		\$538,412	\$467,187	\$291,053	\$1,296,652	\$988,836	-\$307,816	\$1,928	\$586	-\$305,302	\$103,473	-\$201,829	
500	Kent	\$247,401	\$818,205	\$75,548	\$1,141,153	\$253,944	-\$887,209	\$110,495	\$495,870	-\$280,844	\$0	-\$280,844	
	SeaTac	\$74,937	\$190,492	\$14,484	\$279,912	\$47,232	-\$232,680	\$7,442	\$116,611	-\$108,627	\$0	-\$108,627	
	Tukwila	\$46,650	\$114,242	\$10,042	\$170,934	\$32,705	-\$138,229	\$5,255	\$61,987	-\$70,987	\$0	-\$70,987	
	Auburn	\$0	NA	NA	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
	Black Diamond	\$7,597	\$14,848	\$2,923	\$25,369	\$10,185	-\$15,184	\$1,209	\$3,263	-\$10,712	\$2,262	-\$8,450	
	Covington	\$49,333	\$85,153	\$13,759	\$148,245	\$48,982	-\$99,263	\$5,070	\$36,409	-\$57,784	\$0	-\$57,784	
	Enumclaw	\$39,236	\$58,483	\$7,535	\$105,253	\$25,307	-\$79,946	\$11,188	\$28,407	-\$40,351	\$0	-\$40,351	
	Estimated Unincorporated King County	\$290,499	(see total below)	(see total below)	(see total below)	(see total below)	(see total below)	(see total below)	NA	NA	NA	NA	NA
	Maple Valley	\$38,736	\$70,917	\$16,420	\$126,073	\$56,628	-\$69,445	\$6,027	\$6,867	-\$56,551	\$8,354	-\$48,197	
	SUBTOTAL FOR CITIES IN 500 (excludes unincorporated area)		\$503,890	\$1,352,341	\$140,710	\$1,996,940	\$474,983	-\$1,521,957	\$146,686	\$749,414	-\$625,857	\$10,616	-\$615,241
TOTAL FOR CITIES		\$1,042,302	\$1,819,527	\$431,762	\$3,293,592	\$1,463,819	-\$1,829,773	\$148,614	\$750,000	-\$931,159	\$114,089	-\$817,070	
Total King County Unincorporated Area Allocation		\$546,476	\$885,600	\$222,063	\$1,654,139	\$808,870	-\$845,269					-\$845,269	
		\$1,588,778	\$2,705,128	\$653,826	\$4,947,731	\$2,272,689	-\$2,675,042						

Source: Regional Animal Services of King County

Date: Feb 28, 2012 (Draft)

Numbers are estimates only for the purpose of negotiation discussions. The numbers and allocation methodology are subject to change while negotiations are underway.

CITY COUNCIL AGENDA ITEM
CITY OF SHORELINE, WASHINGTON

AGENDA TITLE:	Growing Transit Communities – Consortium Agreement		
DEPARTMENT:	Planning and Community Development		
PRESENTED BY:	Rachael Markle, Director		
ACTION:	<input type="checkbox"/> Ordinance	<input type="checkbox"/> Resolution	<input checked="" type="checkbox"/> Motion
	<input type="checkbox"/> Discussion	<input type="checkbox"/> Public Hearing	

PROBLEM/ISSUE STATEMENT:

Sara Schott Nikolic of the Puget Sound Regional Council (PSRC) will be present this evening to make a presentation on the Growing Transit Communities (GTC) Task Force.

Staff from Shoreline’s Planning and Community Development and Public Works Departments are currently involved in the GTC Task Force. GTC is a Housing and Urban Development (HUD) funded project to coordinate Central Puget Sound communities to make the most of new light rail service, bus rapid transit and other transit investments with the goal of creating jobs, services, and affordable housing closer to the transit.

PSRC would like all participating cities and counties to join the GTC Consortium through formal signing of the Memorandum of Understanding (Attachments A). Project partners who have signed the MOU will have a seat on the Oversight Committee by one of their elected officials. The Consortium is organized into a decision-making and advisory structure of one overall project Oversight Committee, two issue-specific steering committees, three geography-focused task forces, and three demonstration project working groups (Consortium Structure). See detailed description of the consortium structure in Attachment B. The level of participation on various subcommittees would be up to the City. Shoreline staff currently participating at the task force level would support the city official who serves on the Oversight Committee, if Shoreline were to join the GTC Consortium.

GTC Consortium members have more authority in directing research and recommending implementation strategies to meet Vision 2040, but they have no authority to require jurisdictions, including Sound Transit, to implement strategies. The list of current consortium members is listed in Attachment A. Current members primarily include counties, large cities, colleges, and various housing and growth agencies.

RESOURCE/FINANCIAL IMPACT:

Financial resources are requested but not required. Council and staff time to participate at the consortium level is a commitment through January 2014.

RECOMMENDATION

Staff recommends the Council agree to join the consortium if there is a Council representative willing to minimally meet the time commitment of participating in meetings of the consortium. Shoreline will benefit by cooperating with other adjoining jurisdictions and partners from housing, transportation, and equitable community specialists to create tools and strategies to better plan for Shoreline's future with regional light rail service. There is no deadline in which to join.

Approved By: City Manager *JU* City Attorney ____

INTRODUCTION

Staff from Shoreline's Planning and Community Development and Public Works Departments are currently involved in the GTC Task Force. GTC is a Housing and Urban Development (HUD) funded project to coordinate Central Puget Sound communities to make the most of new light rail service, bus rapid transit and other transit investments with the goal of creating jobs, services, and affordable housing closer to the transit.

PSRC would like all participating cities and counties to join the GTC Consortium through formal signing of the Memorandum of Understanding (Attachments A). Project partners who have signed the MOU will have a seat on the Oversight Committee by one of their elected officials. The Consortium is organized into a decision-making and advisory structure of one overall project Oversight Committee, two issue-specific steering committees, three geography-focused task forces, and three demonstration project working groups (Consortium Structure). See detailed description of the consortium structure in Attachment B. The level of participation on various subcommittees would be up to the City. Shoreline staff currently participating at the task force level would support the city official who serves on the Oversight Committee, if Shoreline were to join the GTC Consortium.

GTC Consortium members have more authority in directing research and recommending implementation strategies to meet Vision 2040, but they have no authority to require jurisdictions, including Sound Transit, to implement strategies. The list of current consortium members is listed in Attachment A. Current members primarily include counties, large cities, colleges, and various housing and growth agencies.

BACKGROUND

In August 2010, the Puget Sound Regional Council (PSRC, the central Puget Sound region's Metropolitan Planning Organization) submitted a grant application to the U.S. Department of Housing and Urban Development (HUD) under the Sustainable Communities Regional Planning Grant Program on behalf of a consortium of eligible Partners (called the Consortium). The application was successful, and the region received \$4,999,700 to embark on a three-year process to develop detailed implementation strategies for VISION 2040—an integrated regional plan that articulates a long-range vision for sustainable growth that federal housing, transportation, and other federal investments can support.

The Growing Transit Communities program the Partners commit to follow the common set of six Livability Principles embraced by the Federal Partnership for Sustainable Communities:

1. Provide more transportation choices.
2. Promote equitable, affordable housing.
3. Enhance economic competitiveness.
4. Support existing communities.
5. Coordinate and leverage federal policies and investment.
6. Value communities and neighborhoods.

In pursuit of these principles, the purpose of the *Growing Transit Communities* program is to address some of the greatest barriers to implementing VISION 2040 - the Central Puget Sound region's long-range plan for sustainable development. The consortium represents a cross-section of key stakeholders, viewpoints, and diverse populations. Together, the consortium will collaborate to bring other partners—including units of state and county government, cities, community groups, non-profit groups, employers, and landowners—into the regional program. As the program makes implementation recommendations, additional members will be asked to become formal members of the consortium.

DISCUSSION

Becoming a Consortium Partner has tremendous benefits to Shoreline. As we plan ahead for two light rail stations, having access to a variety of resources will aid us in station area planning and ultimately fulfilling our vision-Vision 2029. We play a key role in supporting the region's access to transit and partnering with other cities and counties will help us more comprehensively meet these regional goals. Sharing information, tools, and technical assistance is also an important benefit of becoming a Consortium Partner. The following are some of the tasks and desired outcomes for the Consortium:

Tasks

Tasks to be conducted under the *Growing Transit Communities* program are in five core activities:

1. *Regional Equity Network*. Developing and supporting a regional network to promote equitable community planning and mobilize residents and community groups representing diverse populations to participate in local planning and decision-making.
2. *Affordable Housing Action Strategy*. Creating an affordable housing action strategy that will test, recommend, and implement local policies and financial tools to encourage and facilitate a wide variety of housing choices in and along Program corridors. This will include a regional Analysis of Impediments and Fair Housing Strategy.
3. *Corridor Action Strategies*. Convening and supporting corridor-focused task forces to craft local agreements and Corridor Action Strategies to attract transit-oriented development along the North, East, and South Program corridors. Work will include establishing goals for station areas and adjacent communities, and for coordination of development, housing, jobs, and community amenities.
4. *Innovative Tools*. Developing new tools and resources to bridge the gap from goals and policies to specific actions and steps. New technologies and analyses will assist local communities in planning, decision-making, and building local support for sustainable development. Tasks in the *Growing Transit Communities* program will test and refine these approaches with catalyst demonstration and case study projects in Program corridor neighborhoods to serve as visible templates for sustainable development.
5. *Technical Assistance*. Providing direct technical support to jurisdictions and to non-profit organizations to explore and establish incentive programs for affordable housing. Technical assistance will support local jurisdiction updates to local comprehensive plans, required by 2015 or 2016 in the central Puget Sound region.

Desired Outcomes

Over time, successful implementation of project tasks is expected to produce the following outcomes:

- Increased participation and decision-making in developing and implementing a long range vision for the region by populations traditionally marginalized in public planning processes;
- Reduced social, land, economic disparities for low-income and communities of color ;
- Increased proportion of low- and very-low-income households within convenient transit commute of major employers, other job opportunities ;
- Decrease in combined housing and transportation costs per household
- Increased use of compact development as a tool for regional planning to accommodate population and employment growth;
- Increase in share of development on underutilized infill development sites that encourage revitalization, while minimizing displacement in neighborhoods with significant disadvantaged populations;
- Additional tools and resources to develop affordable housing associated with Transit-Oriented Development (TOD) and transit station areas/corridors;
- Creation of shared elements in regional transportation, housing, water, and air quality plans tied to local comprehensive land use plans; and
- Decrease in per capita Vehicle Miles Traveled (VMT) and transportation-related emissions for the region.

Consortium

PSRC is governed by boards of elected officials from the region's counties and cities, with Shoreline as a member. Business, community, environmental, tribes, and other interests are also represented on PSRC advisory boards and committees. The consortium was designed to augment PSRC's membership, and bring together additional members with diverse perspectives and expertise in the planning and implementation of equitable, transit-oriented development.

Consortium partners have committed to participate in the implementation of the GTC program. Each partner has committed resources or participation to accomplish the mission, goals, objectives, and tasks funded by the HUD planning grant. This can include funding, participating in meetings of the consortium, committing staff or in-kind resources to advance specific tasks and projects, and ensuring effective communication and cooperation among partner organizations. These partners are listed in Section 5 of the GTC Consortium Agreement Memorandum of Understanding (Attachment A).

The Consortium is organized into a decision-making and advisory structure of one overall project Oversight Committee, two issue-specific steering committees, three geography-focused task forces, and three demonstration project working groups (Consortium Structure). See detailed description of the Consortium Structure in Attachment B.

An Oversight Committee of executive level representatives of Consortium members will provide high-level strategic oversight for the entire project. PSRC will chair the Oversight Committee. Project partners who have signed the Growing Transit Communities Consortium Agreement Memorandum of Understanding (MOU) for the Central Puget Sound Region will have a seat on the Oversight Committee.

The Oversight Committee will be responsible for appointing members to the East, North and South Corridor Task Forces upon nomination of Consortium Partners. Consortium members have the option of also participating on the Steering Committees, task forces and Working Groups as described below. These groups and associated program staff will manage and oversee the specific initiatives funded under the grant, and will be responsible for scheduling and organizing meetings, outlining necessary budgetary and staff resources, managing committee activities, and presenting periodic progress reports to the Oversight Committee.

There is not a financial requirement to be a Consortium Partner, and it is expected that the Consortium will add new members based on equity and broad stakeholder representation goals.

RESOURCE/FINANCIAL IMPACT

Financial resources are requested but not required. Council and staff time to participate at the consortium level is a commitment through January 2014.

RECOMMENDATION

Staff recommends the Council agree to join the consortium if there is a council representative willing to minimally meet the time commitment of participating in meetings of the consortium. Shoreline will benefit by cooperating with other adjoining jurisdictions and partners from housing, transportation, and equitable community specialists to create tools and strategies to better plan for Shoreline's future with regional light rail service. There is no deadline in which to join.

ATTACHMENTS

Attachment A –Growing Transit Communities Memorandum of Understanding for the
Central Puget Sound Region
Attachment B – Consortium Structure

**GROWING TRANSIT COMMUNITIES
MEMORANDUM OF UNDERSTANDING
FOR THE
CENTRAL PUGET SOUND REGION**

SECTION 1: PURPOSE

This Memorandum of Understanding (MOU) serves as the “Consortium Agreement” (hereinafter Consortium Agreement) required by the terms of the Cooperative Agreement executed between the U.S. Department of Housing and Urban Development Office of Sustainable Housing and Communities and the Puget Sound Regional Council (Cooperative Agreement WARIP0042-10, Effective February 1, 2011; hereinafter Cooperative Agreement). The purpose of this MOU is to provide a mutual understanding in support of the signatory governments, agencies, and organizations (hereinafter Consortium) that will be working in cooperation to execute the *Growing Transit Communities* program, which is intended to develop detailed strategies for the implementation of VISION 2040, the central Puget Sound region’s long range plan for sustainable development. The MOU signatories are hereinafter referred to as the Partners.

SECTION 2: FLOW DOWN PROVISIONS

The Cooperative Agreement is the primary funding source contract for the *Growing Transit Communities* program (hereinafter Program). This MOU serves as the structure to organize and execute the Program by the Consortium. In addition to the specific Terms and Conditions of this MOU, there is an Agreement flow down to the Partners as defined in the Cooperative Agreement Terms and Conditions.

If any Partner contracts or subawards funds with a person or entity to perform work under the Cooperative Agreement, that Partner shall include in the contract or subaward agreement such provisions as may be necessary to ensure that all contractors and subgrantees comply with the requirements of the grant and reporting provisions as set forth in the terms and conditions of the Cooperative Agreement or as established by HUD and the Office of Management and Budget. All Partners are required to obtain a DUNS numbers (or update its existing DUNS record), and register with the Central Contractor Registration (CCR; www.ccr.gov) no later than 120 days after execution of that specific agreement.

SECTION 3: BACKGROUND AND FEDERAL POLICY

In August 2010, the Puget Sound Regional Council (PSRC, the central Puget Sound region’s Metropolitan Planning Organization) submitted a grant application to the U.S. Department of Housing and Urban Development (HUD) under the Sustainable Communities Regional Planning Grant Program on behalf of a consortium of eligible Partners (called the Consortium). The application was successful, and the region received \$4,999,700 to embark on a three-year process to develop detailed implementation strategies for VISION 2040—an integrated regional plan that articulates a long-range vision for sustainable growth that federal housing, transportation, and other federal investments can support.

The Sustainable Communities Regional Planning Grant Program is a signature implementation action of the Federal Partnership for Sustainable Communities, an ongoing effort underway by the Department of Housing and Urban Development (HUD), the U.S. Environmental Protection Agency (EPA) and the U.S. Department of Transportation (DOT) to help improve access to affordable housing, provide more transportation options, and lower transportation costs while protecting the environment in communities nationwide. A set of guiding “livability principles” and a federal interagency partnership agreement is intended to guide their efforts in coordinating federal housing, transportation, and other infrastructure investments designed to protect the environment, promote equitable development, and help to address the challenges of climate change.

The three federal agencies have made a commitment to use the integrated regional plans or visions that regions adopt to guide their planning and funding decision-making. Funding to metropolitan regions would generally be directed towards programs and projects identified as supporting a region's plan for sustainable development aimed at increasing transportation choices, reducing combined housing and transportation costs, improving the quality of life in all communities, and improving the natural and built environments.

In April 2008, the central Puget Sound region adopted one of the most detailed and far-reaching sustainability strategies for an urban region in the United States. VISION 2040 is the long-range, integrated, environmental, land use, economic development, and transportation strategy for the four-county region. VISION 2040 was developed through a public scenario planning and evaluation process over a three-and-a-half-year period. Under the state growth management planning framework, VISION 2040's policies guide the development of regional implementation plans, local comprehensive plans, and their implementing development regulations. This link between regional and local plans is critical. VISION 2040 contains a regional vision statement and overarching goals as a sustainable framework for each of six major categories of multicounty planning policies:

Our vision for the future advances the ideals of our people, our prosperity, and our planet. As we work toward achieving the region's vision, we must protect the environment, support and create vibrant, livable, and healthy communities, offer economic opportunities for all, provide safe and efficient mobility, and use our resources wisely and efficiently. Land use, economic, and transportation decisions will be integrated in a manner that supports a healthy environment, addresses global climate change, achieves social equity, and is attentive to the needs of future generations.

VISION 2040, p. xi

Despite this strong sustainable development planning framework, the region is challenged to effectively implement many aspects of its vision. A fast growing region, the central Puget Sound metropolitan area expects an additional 1.5 million residents over the next 30 years. With nearly 90 separate jurisdictions with land use and transportation implementation authority, six different transit agencies, and a long, linear urban form constrained by geography (water and land), it has been challenging to effectively coordinate decision-making about growth, and identify immediate local priorities across jurisdictional lines. Consequently, there is work to do. Regional researchers and institutions agree: to create the sustainable, equitable communities envisioned in its plans, barriers to transit-oriented development and concentrated growth in regional transit station areas must be overcome.

SECTION 4: PRINCIPLES, TASKS, AND DESIRED OUTCOMES

Consistent with and in addition to federal policy, statutes, executive orders, and supplemental agency policies and guidance, in implementing the Growing Transit Communities program the Partners commit to follow the common set of six Livability Principles embraced by the Federal Partnership for Sustainable Communities:

1. Provide more transportation choices.
2. Promote equitable, affordable housing.
3. Enhance economic competitiveness.
4. Support existing communities.
5. Coordinate and leverage federal policies and investment.
6. Value communities and neighborhoods.

In pursuit of these principles, the purpose of the *Growing Transit Communities* program is to address some of the greatest barriers to implementing VISION 2040. Unique roles and opportunities associated with transit investments will be identified through the coordination and direct involvement of a wider array of stakeholders, both public and private. Tools and templates will be developed and implemented to improve the region's capacity to foster compact, equitable development in high capacity transit station areas, while providing affordable housing, reduced transportation costs, better environmental outcomes, and access to jobs for low-income households and communities of color in areas receiving major transit and housing investments.

A significant goal of the program is to identify unique development, community, and other opportunities associated with the expansion of the Sound Transit LINK light rail system through a lens of regional program corridors.

Program corridors are geographically defined north to the City of Everett in Snohomish County, east to the City of Redmond in King County, and south to the City of Tacoma in Pierce County. Stakeholders in the Program Corridors include: jurisdictions; transportation agencies; and community, environmental, educational, philanthropic, financial, and business groups that may be affected by the activities related to the *Growing Transit Communities* work. Ongoing broad representation and participation of these affected stakeholders is a foundational element of the *Growing Transit Communities* program.

Tasks

Tasks to be conducted under the *Growing Transit Communities* program are in five core activities (for full description of Program activities, refer to Attachment B: Work Plan):

1. **Regional Equity Network.** Developing and supporting a regional network to promote equitable community planning and mobilize residents and community groups representing diverse populations to participate in local planning and decision-making.
2. **Affordable Housing Action Strategy.** Creating an affordable housing action strategy that will test, recommend, and implement local policies and financial tools to encourage and facilitate a wide variety of housing choices in and along Program corridors. This will include a regional Analysis of Impediments and Fair Housing Strategy.
3. **Corridor Action Strategies.** Convening and supporting corridor-focused task forces to craft local agreements and Corridor Action Strategies to attract transit-oriented development along the North, East, and South Program corridors. Work will include establishing goals for station areas and adjacent communities, and for coordination of development, housing, jobs, and community amenities.
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5. **Technical Assistance.** Providing direct technical support to jurisdictions and to non-profit organizations to explore and establish incentive programs for affordable housing. Technical assistance will support local jurisdiction updates to local comprehensive plans, required by 2015 or 2016 in the central Puget Sound region.

Desired Outcomes

Over time, successful implementation of project tasks is expected to produce the following outcomes:

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- Decrease in combined housing and transportation costs per household
- Increased use of compact development as a tool for regional planning to accommodate population and employment growth

- Increase in share of development on underutilized infill development sites that encourage revitalization, while minimizing displacement in neighborhoods with significant disadvantaged populations
- Additional tools and resources to develop affordable housing associated with Transit-Oriented Development (TOD) and transit station areas/corridors
- Creation of shared elements in regional transportation, housing, water, and air quality plans tied to local comprehensive land use plans
- Decrease in per capita Vehicle Miles Traveled (VMT) and transportation-related emissions for the region

SECTION 5: PARTNERS AND NOTIFICATION

The *Growing Transit Communities* Consortium is formed by the following parties, recognizing that additional parties may join in the future. As governmental entities, private sector organizations, non-profit, academic or research institutions, philanthropic and community organizations, and intermediary agencies, each Consortium Partner represents a relevant stakeholder interest; individuals are not eligible for membership in the Consortium. The Partners acknowledge that additional organizations and members of the general public will likely participate in Consortium-led activities, even if they are not formal Consortium Partners. Any official notifications among the Partners to this MOU that would substantially affect the terms or conditions of this MOU shall be directed to the responsible executives of the other parties noted below:

Puget Sound Regional Council (PSRC) (Lead Agency) Bob Drewel, Executive Director	A Regional Coalition for Housing (ARCH) Arthur Sullivan, Program Manager	City of Bellevue
Capitol Hill Housing Christopher Persons, CEO	Forterra/Cascade Land Conservancy Theresa Macaluso, Executive Vice President/COO	CDC Collaborative/ Equity Partnership Heyward Watson, Executive Director Impact Capital
CDC Collaborative/ Equity Partnership Tony To, Executive Director HomeSight	Community Transit Joyce Eleanor, CEO	Enterprise Community Partners M.A. Leonard, Vice President and Impact Market Leader
City of Everett Ray Stephanson, Mayor	Futurewise April Putney, Co-Director	Housing Authority of Snohomish County Bob Davis, Executive Director
Housing Development Consortium of Everett and Snohomish County June Robinson, Executive Director	Housing Development Consortium Seattle-King County Harry Hoffman, Executive Director	Housing Resources Group/Bellwether Housing Sarah R. Lewontin, Executive Director
King County Dow Constantine, County Executive	King County Housing Authority Stephen J. Norman, Executive Director	City of Mountlake Terrace John J. Caulfield, City Manager

North Seattle Community College	Pierce County Pat McCarthy, County Executive	Pierce County Housing Authority
Public Health—Seattle & King County Dr. David Fleming, Director and Health Officer	Puget Sound SAGE David West, Executive Director	Quality Growth Alliance John Hempelmann, Chairperson
Refugee and Immigrant Services Northwest Van Dinh Kuno, Executive Director	City of Redmond John Marchione, Mayor	City of Seattle Mike McGinn, Mayor
Seattle Housing Authority Thomas Tierney, Executive Director	Seattle Transit Blog Adam Parast, Associate Editor	Snohomish County—Human Services Peter B. Camp, Executive Director
Sound Transit	City of Tacoma Eric Anderson, City Manager	Tacoma Housing Authority Michael Mirra, Executive Director
Tacoma-Pierce County Affordable Housing Consortium Connie Brown, Executive Director	Tacoma-Pierce County Health Department Dr. Anthony L-T Chen, Director	University of Washington Lynne Chronister, Asst. Vice Provost for Research & Director of Sponsored Programs
Urban Land Institute—Seattle District Council (ULI-Seattle) Patrick Phillips, CEO	Washington Low Income Housing Alliance Rachel Myers, Executive Director	Washington State Department of Commerce Karen J. Larkin, Assistant Director

SECTION 6: ORGANIZATIONAL ROLES AND RESPONSIBILITIES

PSRC will act as the lead agency to implement the *Growing Transit Communities* program and to administer Cooperative Agreement WARIP0042-10, entered into with the U.S. Department of Housing and Urban Development (HUD) and effective as of February 1, 2011. PSRC assumes administrative and fiduciary responsibility to ensure that the Consortium’s work, as described in the approved work program (Attachment B), is carried out in compliance with all HUD requirements.

The Partners agree to cooperate, consult, and coordinate with each other as follows:

Each Partner has committed to active participation in the implementation of the *Growing Transit Communities* work plan. The Consortium is organized into a decision-making and advisory structure of one overall project Oversight Committee, two issue-specific steering committees, three geography-focused task forces, and three demonstration project working groups (Consortium Structure). See detailed description of the Consortium Structure in *Attachment A. Growing Transit Communities Consortium Structure*.

The commitment level of Consortium Partners will depend on the resources and size of each—which range from small non-profits to large universities and county governments. Specific roles and responsibilities of Consortium Partners are described in *Attachment A*. At a minimum, each Consortium Partner will send a representative to the meetings of either the Oversight Committee or one of the issue steering committees, task forces, or working groups. The Consortium structure also articulates decision-making authority of major components of the Program and spells out specific structures for governance, subcommittees, and working groups. The organizational charts included in *Attachment A* identify the interrelationships of these bodies and specifically how the committees, task

forces, and working groups will influence Program decision-making as outlined in the section below, entitled “Joinability.”

The Oversight Committee will be responsible for appointing members to the East, North and South Corridor Task Forces upon nomination of Consortium Partners. The Oversight Committee will also be responsible for approving eligible new consortium partners throughout the implementation of the *Growing Transit Communities* program, consistent with Guidelines for Consortium Membership that will be approved by the Oversight Committee, striving to maintain reasonably balanced and diverse stakeholder interests and perspectives.

Specific information about engagement of the community, timetables for completion of tasks, roles of each Partner, and a schedule of anticipated work flow are detailed in *Attachment B. Growing Transit Communities Work Program*. This document also spells out which organizations are providing staff support and provides details about the tiers of participation.

SECTION 7: JOINABILITY

It is expected that there will be interested parties not currently included in the Consortium that will either request inclusion, or that will be identified by the Consortium and asked to participate. The degree to which an interested party will be able to engage in the process will be evaluated on a case by case basis. When a potential interested party is identified, the Consortium Oversight Committee will strive to determine the best fit for them. Options for inclusion range from accepting written input on specific Program elements, to being included on a task force or workgroup, to being named a member of the Oversight Committee.

Every effort shall be made by Program staff to recruit and include eligible groups and interested parties that have not historically been represented in regional planning efforts. Whether they be minority populations, special interest groups, or underrepresented interests, membership in the Consortium is and will remain flexible enough to enable participation and inclusion of such groups.

SECTION 8: REVIEW AND ASSESSMENT

Each signatory to this MOU will be held accountable for the work that it has agreed to perform. Program deliverables and methods of assessment are described in *Attachment B, Growing Transit Communities Work Program*. Consortium Partners who receive grant funds to perform specific tasks will be held to a higher level of accountability through generally accepted accounting practices such as invoicing, reporting, and auditing, as specified in individual sub-agreements executed with PSRC, the lead agency for the program. Under separate sub-agreements are the details by which a respective Consortium Partner will fulfill its obligations.

SECTION 9: DECISION-MAKING PROTOCOLS

The *Growing Transit Communities* program will be guided by Federal Partnership for Sustainable Communities’ six Livability principles: Provide More Transportation Choices; Promote Equitable, Affordable Housing; Enhance Economic Competitiveness; Support Existing Communities; Coordinate Policies and Leverage Investment; and Value Communities and Neighborhoods.

Decisions related to this project shall be made by the Oversight Committee, Steering Committees, Task Forces and Working Groups (hereinafter Committees) formed to conduct and oversee the work of the *Growing Transit Communities* program.

The purpose of these Committees will be to provide oversight and guidance as project tasks progress, and where applicable to develop specific recommendations (a) to local jurisdictions, agencies, private entities, etc. and (b) to PSRC for consideration for amending regional policy or plans or (c) for incorporation into legislative agendas, as appropriate.

Program recommendations and related documents will be generated by issue-specific Committees and then presented to the Oversight Committee for final action.

The *Growing Transit Communities* Consortium and each of its Committees will operate by consensus of its members. Consensus is defined as general agreement of the members present. The Committee will seek to identify all sides of key issues and give appropriate advance notice when action items will be on the agenda. The Chair and Co-chair will determine the method by which consensus will be reached and, if appropriate, may ask for a vote to determine if consensus has been achieved. The Chair and Co-chair are tasked with ensuring that any consensus or recommendations are a result of broad representation and that a quorum of at least 51% of the members are present when actions on key milestones or decision points are undertaken.

If a Committee takes a vote but fails to reach consensus, Program staff will report areas of agreement and/or disagreement to the Oversight Committee for its consideration and for resolution. Disagreements will not be presented by Program staff in terms of the members for or against, but rather as objectively as possible in terms of the nature and perspectives of the issues to clearly and fairly state all points of view.

Ground Rules for Committees. All Committees will be expected to follow a set of meeting norms and guidelines that will be distributed to the elected or appointed chairperson of that Committee and approved by its members. These norms will outline governance structure and a decision-making process that strives for consensus, but gives practical solutions for moving forward if consensus cannot be achieved.

SECTION 10: DISPUTE RESOLUTION

In the event that the Oversight Committee fails to reach consensus, the matter will be referred to the Puget Sound Regional Council Executive Board for resolution according to decision-making procedures adopted in its Interlocal Agreement and Bylaws.¹

SECTION 11: PROGRAMMING, BUDGETING, FUNDING, AND REIMBURSEMENT

Generally, any endeavor involving the transfer of funds will follow normal procurement or other appropriate processes and will be effected in writing by representatives of the organizations involved. Separate, specific sub-agreements between PSRC and implementing organizations will specify procedures for the transfer of funds. In these individual sub-agreements are the mutually agreed upon roles, responsibilities, deliverables, and completion schedule for the respective implementing agency and PSRC, as described in Attachment B.

There is not a financial requirement to be a Consortium Partner, and during the effective period it is expected that the Consortium will add new members based on equity and broad stakeholder representation goals.

- a. Elements of the program that involve the transfer of funds will follow normal procurement or other appropriate processes and will be affected in writing by representatives of the organizations involved.
- b. This MOU is neither a fiscal nor a funds obligation document. Any transfer of funds between Partners will take place through existing authorities and procedures.
- c. This MOU in no way restricts the signatories from participating in similar activities or arrangements with other entities or agencies.
- d. As indicated by Consortium Partner commitments, PSRC will enter into separate, specific sub-agreements detailing financial contributions, responsibilities, and staffing levels.

¹ Refer sections six through nine: <http://www.psrc.org/assets/562/bylaws.pdf>

- e. Commitments of Partners. In developing the *Growing Transit Communities* program, Consortium Partners submitted letters of commitment of local staff time and other resources as leverage and match to the grant funds provided by the Department of Housing and Urban Development. Attachment A, Section I contains a summary of these local commitments.

SECTION 12: COMPLIANCE WITH APPLICABLE LAWS AND REGULATIONS

Consortium members shall each comply with all applicable local, state, and federal laws and regulations. Nothing in this MOU alters, or seeks to alter, the existing statutory authority of any Partner under state or federal law. If any of the provisions of this MOU are held to be illegal, invalid or unenforceable, the remaining provisions shall remain in full force and effect.

SECTION 13: COPYRIGHTS

In accordance with the Cooperative Agreement Terms and Conditions, HUD reserves a royalty-free, nonexclusive, and irrevocable license to reproduce, publish, or otherwise use, and to authorize others to use for Federal government purposes: (a) the copyright in any work developed under this award, sub-award, or contract awarded under this grant; and (b) any rights of copyright to which a Partner or sub-grantee or a contractor purchases ownership with award funds.

SECTION 14: OTHER LAWS AND MATTERS

This MOU is for internal management purposes of the Partners involved. It shall not be construed to provide a private right or cause of action for or by any person or entity. This MOU in no way restricts the Partners from participating in any activity with other public or private agencies, organizations or individuals.

The Partners mutually recognize and acknowledge that MOU implementation will be subject to financial, technical, and other mission-related considerations. It is not intended to create any rights, benefits, or trust responsibilities, either substantive or procedural, in any person not a signatory to this MOU, nor is it enforceable in law by anyone other than the Partners.

Collaboration under this MOU will be in accordance with applicable statutes and regulations governing the respective Partners. Nothing in this MOU is intended to affect existing obligations or other agreements of the Partners.

SECTION 15: ACCOUNTABILITY

Each Partner to this MOU will be held accountable for the work that they have agreed to perform. Partners who receive grant funds to perform specific tasks will be held to a higher level of accountability through generally accepted accounting practices such as invoicing, reporting, and auditing, and which may be specified in separate sub-agreements. Failure to comply with the commitments agreed to by a respective partner as part of the MOU may result in PSRC, as the lead agency, taking actions appropriate to the matter at hand. Actions by PSRC may include, but are not limited to: requiring that the Partner work collaboratively with PSRC to understand non-compliance issues and determining corrective steps; suspending the ability to incur costs or draw funds; and/or suspending or terminating the Partner.

SECTION 16: TERMS AND EFFECTIVE PERIOD

This MOU will become effective upon signature by any two Partners, and will take effect as to any additional Partner immediately following that Partner's signature. This MOU will remain in effect until January 31, 2014. The provisions of the MOU will be reviewed periodically, as appropriate, and amended or supplemented as may be mutually agreed upon.

SECTION 17: MODIFICATIONS AND AMENDMENTS

This MOU can be modified or amended through mutual written agreement among the Partners.

SECTION 18: WITHDRAWAL

Any Partner that is in compliance with the terms and conditions of this MOU may withdraw from the Consortium upon written notice to the other Partners specified in Section 5 Partners and Notification. Such notice shall state the effective date of withdrawal, explain the rationale for the declaration of the intent to withdraw from the Consortium, and shall confirm that such withdrawal is supported through action of the withdrawing Party in the same manner as the original MOU was approved. The Consortium and the Committees shall continue to exist, and this MOU shall remain in effect as between the remaining Partner, following the withdrawal.

AGREEMENT:

Whereas, a final *Growing Transit Communities* Work Program (*Attachment B*) has been prepared and approved by the U.S. Department of Housing and Urban Development Office of Sustainable Housing and Communities; and

Whereas, the program will be managed by the Puget Sound Regional Council, in cooperation with the MOU Partners; and

Whereas, the Puget Sound Regional Council (PSRC) is an existing decision-making body comprised of elected officials from jurisdictions in King, Kitsap, Pierce and Snohomish counties through an Interlocal Agreement specifically for the purpose of regional planning and coordination, and

Whereas, the *Growing Transit Communities* Oversight Committee has been established to act as a decision-making body in order to ensure that the approved Work Program is implemented with the full participation of Consortium Partners, and with active input from under-represented groups; and

Whereas, a description of Partners and their roles in the project has been developed to clarify the structure and administration of the *Growing Transit Communities* program (*Attachment A*); and

Whereas, the signatories agree to the best of their abilities and within the limits of their resources to work cooperatively on the project; and

Whereas, any eligible private sector organization, non-profit, academic or research institution, philanthropic partner, community organization, governmental entity, or intermediary agency that bears responsibility for, or has an interest in, the sustainable development and redevelopment of the central Puget Sound region may apply to become a *Growing Transit Communities* Consortium partner and signatory to this MOU.

Now, Therefore, this MOU is established to create a framework for coordinating efforts related to successfully completing the work funded under the *Growing Transit Communities* Sustainable Communities Regional Planning grant.

SIGNATORIES:

The undersigned individuals hereby execute this MOU on behalf of their respective agencies. This MOU may be executed in one or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument.

The original signature pages are on file at the Puget Sound Regional Council: 1011 Western Avenue, Suite 500, Seattle, WA 98104-1035, Phone: (206) 464-7090.

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Central Puget Sound Growing Transit Communities Consortium Agreement Memorandum of Understanding

Consortium Organization and Governance Structure

SECTION 1: BACKGROUND

In pursuit of the Federal Partnership for Sustainable Communities six Livability principles, the purpose of the *Growing Transit Communities* program is to address some of the greatest barriers to implementing VISION 2040, the central Puget Sound region's long-range plan for sustainable development. The Consortium represents a broad cross-section of key stakeholders, viewpoints, and diverse populations. Together, the Consortium will collaborate to bring other partners—including units of state and county government, cities, community groups, non-profit groups, employers, and landowners—into the regional program. In addition to the founding members of the Consortium (Partners) who joined in applying for the Sustainable Communities Regional Planning grant, additional cities and organizations have already expressed strong support and their willingness to participate in the work of the *Growing Transit Communities* program. As the program is implemented, additional members will be asked to become formal members of the Consortium.

The Consortium represents a highly diverse coalition. As the regional planning agency and Metropolitan Planning Organization, PSRC is governed by boards of elected officials from the region's counties and cities, with proportional representation by population. Business, community, environmental, Tribes, and other interests are also represented on PSRC advisory boards and committees. The Consortium was designed to augment PSRC's membership, and bring together additional members with diverse perspectives and expertise in the planning and execution of equitable, transit-oriented development.

SECTION 2: CONSORTIUM PARTNERS

Consortium Partners have committed to participate in the implementation of the *Growing Transit Communities* program (Program). Each Consortium Partner has committed resources or participation to accomplish the mission, goals, objectives, and tasks funded by the Sustainable Communities Regional Planning Grant. This includes, as appropriate to the Consortium Partner, funding, participating in meetings of the Consortium, committing staff or in-kind resources to advance specific tasks and projects, and ensuring effective communication and cooperation among partner organizations. These partners are listed in Section 5 of the *Growing Transit Communities* Consortium Agreement Memorandum of Understanding.

With support from the U.S. Department of Housing and Urban Development's Sustainable Communities Regional Planning Grant Program, PSRC will serve as the lead agency to coordinate an innovative new regional partnership joining cities, housing authorities, counties, public health agencies, affordable housing advocates, educational institutions and development interests. As described above in Section 1, it is planned that during the Program's effective period the Consortium will add new members based on its commitment to ensuring there is broad stakeholder representation.

PSRC will act as the lead agency to implement the *Growing Transit Communities* program and to administer Cooperative Agreement WARIP0042-10, entered into with the U.S. Department of Housing and Urban Development (HUD) and effective as of February 1, 2011. PSRC assumes administrative and

fiduciary responsibility to ensure that the Consortium's work, as described in the approved work program (Attachment B), is carried out in compliance with all HUD requirements.

As part of the grant application, Consortium members identified local commitments to dedicate resources from a variety of public, community, private sector, and non-profit sources, which, in combination are the leveraged resources for the *Growing Transit Communities* program. These commitments are listed below.

- **Puget Sound Regional Council (PSRC), Chair.** PSRC has committed 2.5 FTEs per year of existing staff as match to support the Program, a personnel contribution of approximately \$1,378,390 over the course of the grant performance period. Commitment letter dated August 19, 2010.
- **A Regional Coalition for Housing (ARCH).** ARCH has committed 0.4 FTEs of existing staff as match to support the program, a personnel contribution of approximately \$120,000 over the course of the grant performance period. Commitment letter dated August 10, 2010.
- **City of Bellevue.** Bellevue has committed 0.5 FTEs of existing staff as match to support the program, a personnel contribution of approximately \$180,000 over the course of the grant performance period. Commitment letter dated August 19, 2010.
- **Cascade Land Conservancy (CLC).** CLC has committed 0.2 FTEs of existing staff as match to support the program, a personnel contribution of \$50,830 over the course of the grant performance period. Commitment letter dated August 18, 2010.
- **Community Development Collaborative/Impact Capital Equity Partnership (Equity Partnership).** The Equity Partnership has committed existing staff and in-kind resources equivalent to approximately \$550,000 to support the program over the course of the grant performance period. Commitment letter dated August 17, 2010.
- **City of Everett.** Everett has committed 0.2 FTEs of existing staff as match to support the program, a personnel contribution of approximately \$82,500 over the course of the grant performance period. Commitment letter dated August 10, 2010.
- **King County.** King County committed a personnel contribution of approximately \$341,000 over the course of the grant performance period. At the time of application, King County committed \$265,000 local leverage, after the grant was awarded, King County identified an additional \$76,000 in Housing and Community Development Program staff resources to support Affordable Housing related tasks. Commitment letter dated August 19, 2010.
- **North Seattle Community College (NSCC).** NSCC has committed 90 hours of existing staff as match to support the program, a personnel contribution of approximately \$10,000 over the course of the grant performance period. Commitment letter dated August 18, 2010.
- **City of Redmond.** Redmond has committed 0.25 FTEs of existing staff as match to support the program, a personnel contribution of approximately \$93,000 over the course of the grant performance period. Commitment letter dated August 16, 2010.
- **City of Seattle.** Seattle has committed 0.3 FTEs of existing staff as match to support the program, a personnel contribution of approximately \$150,000 over the course of the grant performance period. Commitment letter dated August 19, 2010.
- **Seattle Housing Authority (SHA).** SHA has committed a personnel contribution of approximately \$75,000 over the course of the grant performance period. Commitment letter dated August 10, 2010.

- **City of Tacoma.** Tacoma has committed a personnel contribution of approximately \$150,000 over the course of the grant performance period. Commitment letter dated August 17, 2010.
- **University of Washington—Runstad Center for Real Estate Studies (UW Runstad Center).** The UW Runstad Center has committed a cash and personnel contribution of approximately \$183,350 over the course of the grant performance period. Commitment letter dated August 19, 2010.
- **Urban Land Institute—Seattle District Council (ULI Seattle).** ULI Seattle has committed 0.35 FTEs of existing staff as match to support the program, a personnel contribution of approximately \$210,000 over the course of the grant performance period. Commitment letter dated August 17, 2010.

Collectively, the Consortium has the capacity and experience to carry out the activities proposed in this grant program, which, along with work by other regional partners, will help make VISION 2040 a reality. Consortium partners are committed to working in a coordinated way to help execute the project work plan.

The Consortium partners will operate with differing responsibilities according to the entity, its mission for involvement, and ways in which it is able to participate. In other sections of this Attachment, specific Consortium partner commitments are listed, and where relevant, separate specific sub-agreements between the partner and PSRC detailing financial contributions, responsibilities, and staffing levels will be executed. There is not a financial requirement to be a Consortium partner, and during the effective period it is expected that the Consortium will add new members based on equity and broad stakeholder representations goals (see below).

Traditionally Underrepresented Groups

A foundational component of the Program is to form and staff a regional Equity Network charged with actively including diverse and traditionally underrepresented populations who can directly contribute to ongoing decision-making and implementing strategies in VISION 2040. See Element A in the Work Program description (*Growing Transit Communities Consortium Agreement Memorandum of Understanding Attachment B*). These communities will be directly represented on the project's administrative committees, task forces and working groups, and sub-grants will be made to community organizations to ensure they have an active opportunity to be part of the work.

Resulting from a competitive process that the Oversight Committee will approve, financial sub-grants will be awarded to existing community-based groups to fund activities such as: community workshops to identify needs and strategies for shaping the future of neighborhoods; community organizing to help build the capacity of residents and businesses for public policy advocacy and engagement; training and leadership development to enhance knowledge and skills to voice local perspectives and shape communities; and opinion surveys for hard-to-reach community members.

SECTION 3 CONSORTIUM ORGANIZATIONS

The *Growing Transit Communities Consortium* has six primary policy and guidance entities for oversight, collaboration, and decision-making. In addition, Consortium partners will lead three working groups to implement demonstration projects and tool development funded by the *Growing Transit Communities* program. There is a provision for general participation in the grant-funded activities without signing the MOU; however, this does not provide formal participation in committees or task forces.

FIGURE 1

Central Puget Sound Growing Transit Communities Consortium — Organizational Framework

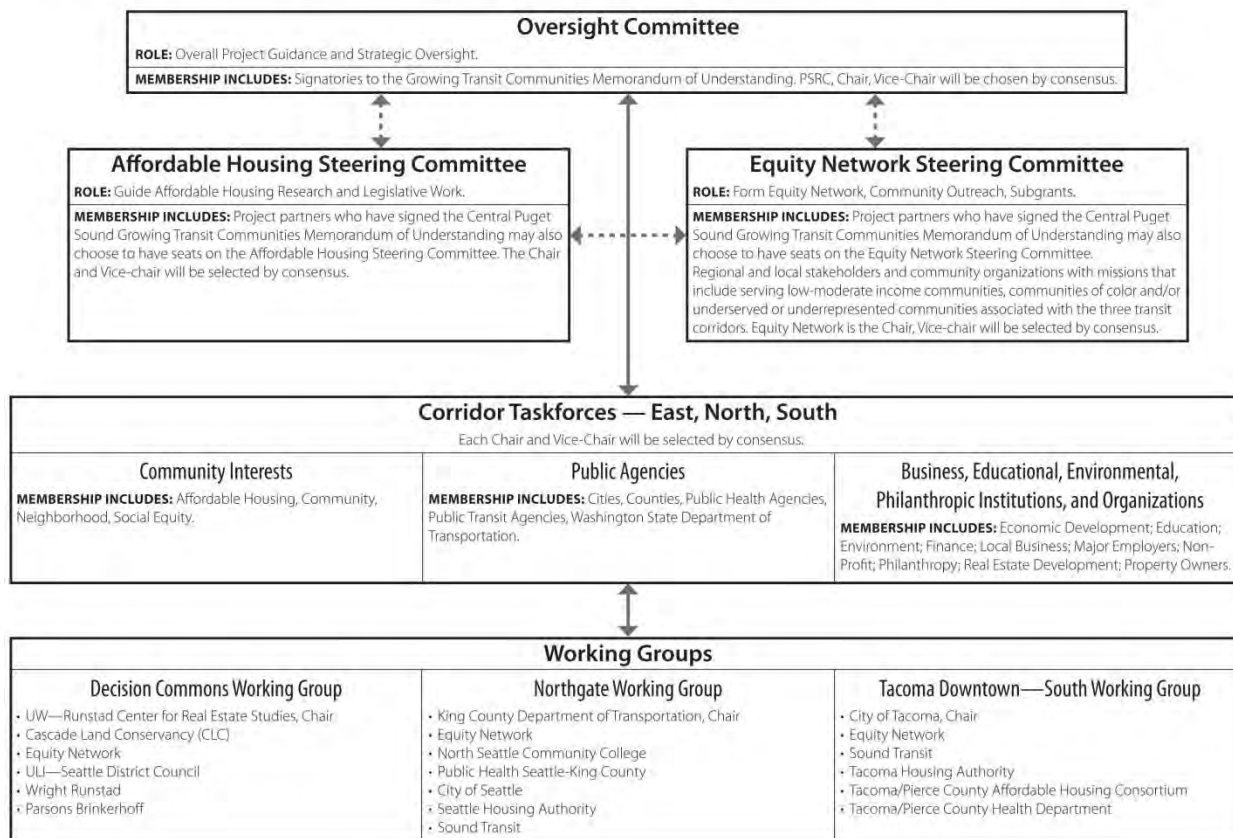


Figure 1: *Central Puget Sound Region Growing Transit Communities Consortium—Organizational Framework* illustrates the Program’s organizational and decision making framework, as well as its committee relationships, responsibilities, and membership.

Each Consortium Partner will, at a minimum, send a representative to the meetings of either the Oversight Committee or one of the issue-focused steering committees, Corridor Task Forces, or working groups (collectively, Committee). Each Consortium Partner also will designate an alternate who may participate when the primary representative to that Committee is not available.

Leadership, participation, guidelines and norms, meeting frequency, outcomes, and other matters related to the operations of each committee and task force will be drafted and agreed to at the onset of each entity’s work.

3.A. Oversight Committee

An Oversight Committee of executive level representatives of Consortium members will provide high-level strategic oversight for the entire project. PSRC will chair the Oversight Committee. Project partners who have signed the Growing Transit Communities Consortium Agreement Memorandum of Understanding (MOU) for the Central Puget Sound Region will have a seat on the Oversight Committee.

Members will select a vice chair by consensus. Consensus is defined as general agreement of the members present. Members will be responsible for participating in all meetings and providing project oversight. As the project is implemented, other members will be recruited to represent additional regional interests and stakeholders, and admitted to the Consortium upon the consensus of the Oversight Committee members.

If necessary, the Oversight Committee may constitute an Executive Committee to address specific matters in a timely manner. The Chairpersons of the Oversight Committee, the Affordable Housing and Equity Network Steering Committees, and the Program Corridor task forces will comprise the Executive Committee.

Role: Oversight Committee members will set and approve project goals, shape, and sustain the vision for the project, provide leadership, and work to create additional resources if necessary. The Oversight Committee will approve the subgrants process and the recommended list for awards. Oversight of the Consortium will be the responsibility of the Oversight Committee chair with assistance from a vice chair. The chair and vice chair will be informed of specific Consortium activities, oversee general management of the program, inform Consortium representatives of all matters of common interest, and schedule, and organize Consortium meetings.

Consortium members have the option of also participating on the Steering Committees, task forces and Working Groups as described below. These groups and associated program staff will manage and oversee the specific initiatives funded under the grant, and will be responsible for scheduling and organizing meetings, outlining necessary budgetary and staff resources, managing committee activities, and presenting periodic progress reports to the Oversight Committee.

Membership: Initial members of the Oversight Committee are all signatories to the *Growing Transit Communities* Consortium Agreement Memorandum of Understanding.

Support: *Growing Transit Communities* staff leads, with support from Consortium Partner staff as needed. Chairpersons of the two Steering Committees and the three task forces will attend the Oversight Committee meetings, and the Working Group leads will provide briefings at key project milestones.

Meeting Schedule: The Committee will meet as determined by its chair and vice chair to receive information from Steering Committees, Task Forces, and Working Groups about progress on project tasks and to provide high-level guidance and decision-making for the project.

Two Steering Committees comprised of senior level representatives of Consortium members will provide guidance and oversight for topic-specific elements of the proposal, fostering and ensuring equitable development and public engagement, and for developing Innovative Tools and Resources.

3.B. Equity Network Steering Committee

The Equity Network Steering Committee is responsible for ensuring that a broad range of equity issues is a core foundation of the entire project. This includes the work of the other Committees and task forces. The Committee will develop criteria and recommend to the Oversight Committee sub-grant recipients, and oversee staff and funds associated with Equity Network tasks.

Role: Equity Network Steering Committee members will be responsible for overseeing tasks described in Element A of the *Growing Transit Communities* work program. See Consortium Agreement Memorandum of Understanding *Attachment B*.

Key Products: Regional Equity Network; Needs assessment; Request for Proposals (RFP) and community subgrant criteria; approximately 30 subgrants awarded through a competitive process that is approved by the Oversight Committee; Grantee trainings/learning opportunities; Final Report.

Membership: Project partners who have signed the Central Puget Sound Growing Transit Communities Consortium Agreement Memorandum of Understanding may also choose to have seats on the Equity Network Steering Committee. Members include stakeholders and community groups from King, Kitsap, Snohomish and Pierce counties with missions that include serving low-moderate income communities, communities of color and/or underserved or underrepresented communities associated with the three LINK light rail transit corridors.

Members of the Community Development Collaborative/Impact Capital Equity Partnership (Equity Partnership) will have seats on the Equity Network Steering Committee. The Community Development Collaborative is a consortium of the following community-based organizations: CADA, Capitol Hill Housing, Delridge Neighborhood Development Association, HomeSight, InterIm CDA, SCIDPDA, SEED, and White Center CDA.

The Equity Partnership (CDC/Impact Capital) will chair the Committee, and a vice chair will be chosen by consensus of the committee members, who will be recruited from throughout the region.

The participation of additional stakeholders in the work of the committee will be actively encouraged. However, for efficient committee management, formal seats for decision making will be restricted to members who have signed the Consortium Agreement. Upon execution of the MOU, initial members of this Steering Committee will be:

- Equity Network, Chair
- Cascade Land Conservancy (CLC)
- Housing Consortium of Everett and Snohomish County
- Housing Development Consortium Seattle-King County
- King County Housing and Community Development Program
- Public Health—Seattle and King County
- Puget Sound Regional Council
- Tacoma-Pierce County Health Department
- Tacoma-Pierce County Affordable Housing Consortium

Support: The *Equity Network Manager* housed at Impact Capital, a Consortium partner, will act as staff lead, with support from other *Growing Transit Communities* and Consortium Partner staff as needed.

Meeting Schedule: The Committee will meet as determined by its chair and vice chair to receive information from Steering Committees, Task Forces, and Working Groups about progress on project tasks and to provide high-level guidance and decision-making for the project.

3.C. Affordable Housing Steering Committee

The Affordable Housing Steering Committee will have public, private, and nonprofit housing developers, affordable housing advocates, local government, community development organizations and public health agencies from all parts of the region.

Role: Members will be responsible for overseeing staff conducting the affordable housing research and legislative tasks, contained in Elements B and D of the *Growing Transit Communities* work program. See Consortium Agreement Memorandum of Understanding *Attachment B*.

Key Products: Analysis of Impediments Report; trainings/workshops/regionally coordinated educational and marketing materials for fair housing; Housing dispersion assessment and recommendations; documentation of TOD Affordable Housing Fund findings and recommendations; Documentation and implementation of fund management oversight process; recommendations for competitive infrastructure funding processes; Assessment of LIFT legislation and Tax Increment Financing (TIF) alternatives; and Surplus Lands Policy report.

Membership: Project partners who have signed the Central Puget Sound Growing Transit Communities Consortium Agreement Memorandum of Understanding may also choose to have seats on the Affordable Housing Steering Committee. The Steering Committee will select a chair and vice chair by consensus. As work progresses, additional jurisdictions and stakeholders will be invited and encouraged to participate in the Committee.

However, for efficient committee management, formal seats for decision making will be restricted to members who have signed the Consortium Agreement. Upon execution of the MOU, initial members of this Steering Committee will be:

- A Regional Coalition for Housing (ARCH)
- Capitol Hill Housing
- Enterprise Community Partners
- Equity Network
- Everett Housing Authority
- HomeSight
- Housing Consortium of Everett and Snohomish County
- Housing Development Consortium Seattle-King County
- Housing Resources Group
- Impact Capital
- King County Housing and Community Development Program
- Pierce County Housing Authority
- Seattle Housing Authority
- Snohomish County Housing Authority
- Sound Transit
- City of Tacoma
- Tacoma Housing Authority
- Tacoma-Pierce County Affordable Housing Consortium
- UW—Runstad Center for Real Estate Studies
- ULI—Seattle District Council

Support: *Growing Transit Communities* Senior Planner—Housing staff, with support from Consortium Partner staff as needed.

Meeting Schedule: The Committee will meet as determined by its chair and vice chair to receive information from Steering Committees, Task Forces, and Working Groups about progress on project tasks and to provide high-level guidance and decision-making for the project.

3.D. Corridor Task Forces

Three Transit Corridor Task Forces will be formed, one for each light rail transit investment corridor: North, East, and South. Intersecting and adjacent local “Core”¹ (e.g., high frequency, Bus Rapid Transit) transit investments will be included in task force efforts where appropriate.

Each Task Force will consist of representatives from, at a minimum, jurisdictions with direct land use, transportation, or other regulatory authority in the corridors. In addition, members will include employers and landowners, private and nonprofit stakeholders, and additional participants identified by the Affordable Housing and Equity Network Steering Committees. The structure of the Corridor Task Forces will adhere to the Program’s goals of broad and diverse representation and ongoing joinability; however, since the Program corridors are different, may cover many miles, and go through different counties and cities, there needs to be specific corridor discretion for task force composition. Each Task Force will select a chair and vice chair. As the work progresses, additional jurisdictions and stakeholders will be invited and encouraged to participate. As appropriate, focus groups, technical subcommittees, and caucuses may be convened.

Role: The Task Forces will be responsible for developing broad consensus about the unique circumstances, challenges, and opportunities each corridor faces. Task Forces will make recommendations for specific Corridor Action Strategies. Inter-jurisdictional coordination and planning will establish a platform for “Transit-oriented Development Compacts” and other action strategies for concurrence by the Oversight Committee and action by the Puget Sound Regional Council, individual jurisdictions, and other stakeholders. Task Force members will be responsible for overseeing work contained in Element B of the *Growing Transit Communities* work program. See Consortium Agreement Memorandum of Understanding *Attachment B*. Where and when appropriate, Corridor Task Forces will provide recommendations on consultant-led efforts within the corridors that are funded through the grant.

Key Products: Equitable TOD principles reports; corridor existing conditions (development/regulatory) reports; Corridor Visions, findings and recommendations for Corridor Station Areas; community workshops and trainings; TOD compacts.

Membership: Members of the Corridor Task Forces will be appointed by vote of the Oversight Committee upon the nomination of Consortium partners and *Growing Transit Communities* program staff, with the assistance of the Affordable Housing and Equity Network Steering Committees.

Program corridors are geographically defined north to the City of Everett in Snohomish County, east to the City of Redmond in King County, and south to the City of Tacoma in Pierce County. Jurisdictions; transportation agencies; community, environmental, educational, philanthropic, financial, and business groups that may be affected by the activities related to the *Growing Transit Communities* work are included as stakeholders in the Program Corridors. Broad, open and ongoing inclusion for affected stakeholders is a foundational element of the Program and every effort will be made to fulfill this promise.

¹ Core transit service as defined in Transportation 2040.

Recognizing that a “one size fits all” approach for Task Force composition may not help to achieve the Program’s broad and deep representation goals, each corridor Task Force will generally have seats for the interests listed below, but may structure the Task Forces according to specific Corridor characteristics, demographics, and phase of development. Furthermore, the Task Force may focus its membership around station areas, if appropriate. The participation of additional stakeholders in the work of the committee will be actively encouraged. However, for efficient work program management, formal seats for decision-making will be reserved for Task Force members appointed by the Oversight Committee.

Task Force Composition:

Community Interests

Affordable Housing (representation—which agencies, number of seats—identified with *assistance of Affordable Housing Steering Committee* and local jurisdictions)

Community—Regional (1 seat)

Neighborhood—Local (1 seat)

Social Equity (representation—which agencies, number of seats— identified *with assistance of Equity Network Steering Committee* and local jurisdictions)

Public Agencies

City (1 seat for each affected city)

County (1 seat for each affected each county)

Public Health Agency (1 seat for each affected agency)

Public Transit Agency (1 seat each)

Washington State Department of Transportation (1 seat)

Business, Educational, Environmental, Philanthropic Institutions

Economic Development (1 seat)

Educational Institution (1 seat each)

Environment (2 seats—1 regional, 1 local, if appropriate)

Financial Institution (1 seat)

Local Business (1 seat)

Major Employer (1 seat)

Non-Profit Organization (2 seats—1 regional or national, 1 local, if appropriate)

Philanthropic Institution (1 seat)

Property Owners (1 seat)

Real Estate Development (2 seats—1 regional, 1 local, if appropriate)

Support: *Growing Transit Community* Senior Planner—Transit Communities staff, with support from Consortium Partner staff as needed.

Meeting Schedule: The Task Force will meet as determined by the Chair and Vice-chair to receive information from Steering Committees, Task Forces, and Working Groups about progress on project tasks and to provide high-level guidance and decision-making for the project.

3.E. Working Groups

Consortium partner project leads for the Northgate and Tacoma Downtown-South catalyst investment strategies, and for the Decision Commons project, will regularly convene ad hoc Working Groups. The Working Groups have specific tasks related to the individual projects, which are funded through the *Growing*

Transit Communities program. This work is contracted through separate sub-agreements with the respective implementing partner and PSRC.

Role. These Working Groups will coordinate various partners in these project elements and conduct specified tasks. As appropriate, Working Group members will include representatives identified by the Equity Network, public health departments, public, private, non-profit entities, and other stakeholders responsible for implementing elements of catalyst projects. Members will be responsible for providing oversight and guidance of catalyst demonstration projects and decision tool development.

Membership: In addition to community stakeholders and representatives identified by the Equity Network, initial members of these Task Forces are:

Decision Commons Working Group. The University of Washington-Runstad Center for Real Estate Studies will chair the Decision Commons working group. The Working Group will be responsible for overseeing work contained in Element D4 of the *Growing Transit Communities* work program. See Consortium Agreement Memorandum of Understanding *Attachment B*.

- UW—Runstad Center for Real Estate Studies, Chair
- Cascade Land Conservancy (CLC)
- Equity Network
- ULI—Seattle District Council
- Wright Runstad
- Parsons Brinkerhoff

Support: University of Washington—Runstad Center for Real Estate Studies staff, with support from Consortium Partner staff as needed.

Key Products: Documentation and Detailed Work Plan for recommended protocols to connect Planning Support Software and visualization technology.

Meeting Schedule: The Working Group will meet as determined by its chair and vice chair to make project decisions and to share information about progress made on tasks. The Working Group chair and or staff will report regularly to the *Growing Transit Communities* Oversight Committee, Steering Committees, and the appropriate associated Corridor Task Force about progress on project tasks.

Northgate Working Group. King County will chair the Northgate working group. The Working Group will be responsible for overseeing work contained in Element C1 of the *Growing Transit Communities* work program. See Consortium Agreement Memorandum of Understanding *Attachment B*.

- King County Department of Transportation, Chair
- Equity Network
- North Seattle Community College
- Public Health Seattle-King County
- City of Seattle
- Seattle Housing Authority
- Sound Transit

Support: King County Department of Transportation staff; City of Seattle Department of Planning and Development staff, with support from Consortium Partner staff as needed.

Key Products: Urban Design Framework memorandum; Memorandum on existing conditions and policy framework; Memorandum on key TOD concepts; Recommended Development Concept; Rezone Analysis and Recommendations; Neighborhood housing and retail/commercial market analyses; Traffic study; Supplemental Environmental Impact Statement; Health Impact Analysis report; Design options for station and integrated bus/rail facility; geotechnical findings and specifications; Preferred Pedestrian Bridge design.

Meeting Schedule: The Working Group will meet as determined by its chair and vice chair to make project decisions and to share information about progress made on tasks. The Working Group chair and or staff will report regularly to the *Growing Transit Communities* Oversight Committee, Steering Committees, and the appropriate associated Corridor Task Force about progress on project tasks.

Tacoma Downtown South Working Group. The City of Tacoma will chair the Tacoma Downtown-South working group. The Working Group will be responsible for overseeing work contained in Element C2 of the *Growing Transit Communities* work program. See Consortium Agreement Memorandum of Understanding Attachment B.

- City of Tacoma, Chair
- Allen Renaissance Tacoma
- Equity Network
- Sound Transit
- Tacoma Housing Authority
- Tacoma/Pierce County Affordable Housing Consortium
- Tacoma/Pierce County Health Department

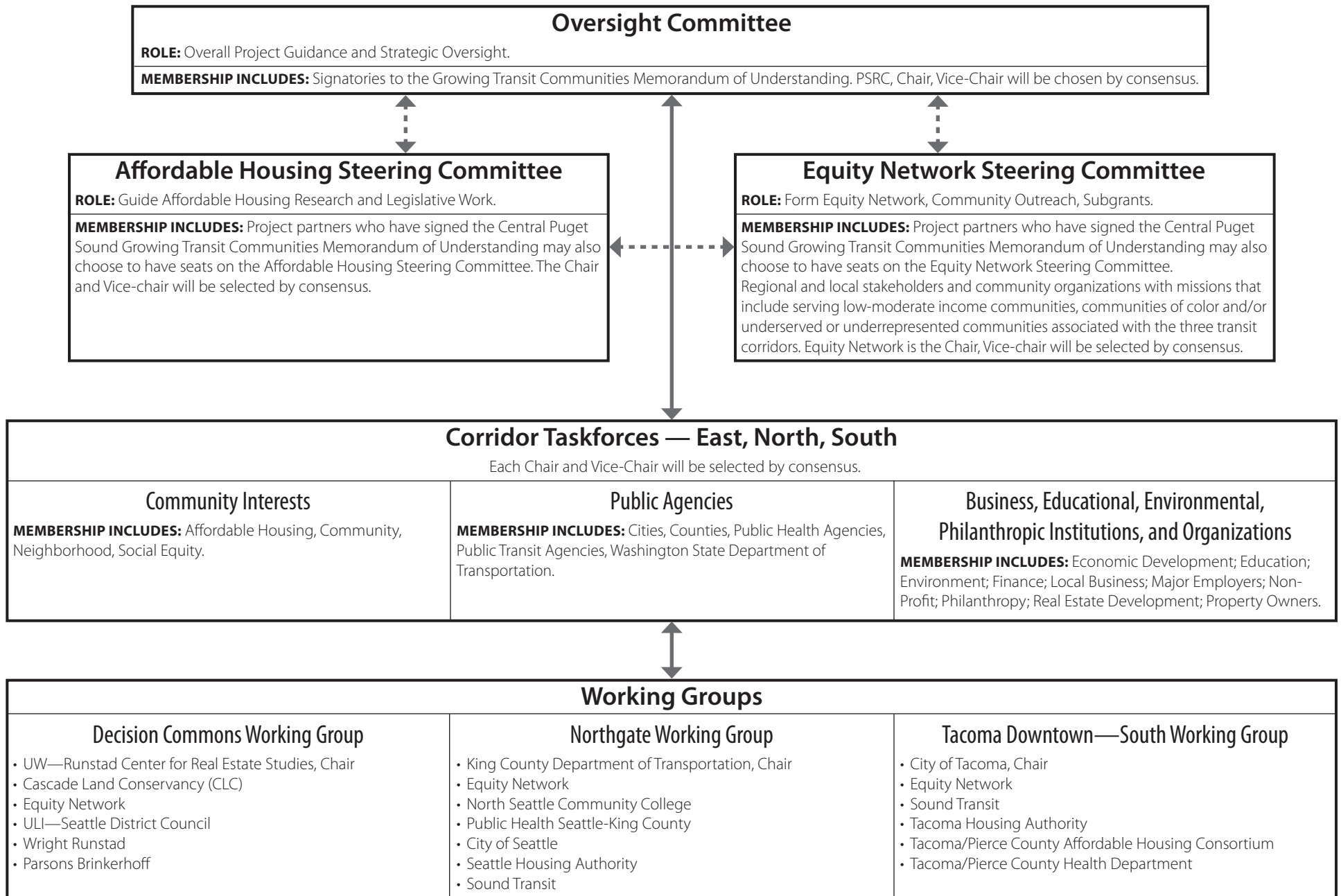
Support: City of Tacoma staff, with support from Consortium Partner staff as needed.

Key Products: Existing Conditions report; Goals and Policies framework; Subarea Plan and Programmatic EIS.

Meeting Schedule: The Working Group will meet as determined by its chair and vice chair to make project decisions and to share information about progress made on tasks. The Working Group chair and or staff will report regularly to the *Growing Transit Communities* Oversight Committee, Steering Committees, and the appropriate associated Corridor Task Force about progress on project tasks.

FIGURE 1

Central Puget Sound Growing Transit Communities Consortium — Organizational Framework



Council Meeting Date: April 9, 2012

Agenda Item: 9(b)

CITY COUNCIL AGENDA ITEM
CITY OF SHORELINE, WASHINGTON

AGENDA TITLE:	Single Use Plastic Bag Regulations Discussion
DEPARTMENT:	City Manager's Office
PRESENTED BY:	John Norris, CMO Management Analyst
ACTION:	<input type="checkbox"/> Ordinance <input type="checkbox"/> Resolution <input type="checkbox"/> Motion <input checked="" type="checkbox"/> Discussion

PROBLEM/ISSUE STATEMENT:

Earlier this year, Councilmembers Roberts and Salomon expressed their interest in having staff research how other communities regulate single use plastic bags provided by retailers to their customers. In conducting this research, it became clear to staff that there is a lot of information available about the regulation of single use plastic bags, including why regulations are often enacted. Thus, before engaging in additional research about how single use plastic bags should be regulated and how enacting regulations might impact Shoreline, staff felt that it would be helpful to get clear direction from the full Council to continue to work on this policy issue.

In addition to this policy discussion however, this report does provide a matrix of legislative models of how other communities have regulated single use plastic bags. If Council is interested in having staff continue to research this issue, staff would come back to the Council in the near future to discuss a work plan of how to move this item forward.

RESOURCE/FINANCIAL IMPACT:

The resource and financial impacts of regulating single use plastic bags are unknown at this time. It is possible that there may be an impact on retail sales in Shoreline if the City decides to regulate single use plastic bags. However, what, if any, impacts, and the magnitude of the impacts would need to be more fully reviewed.

RECOMMENDATION:

Staff is looking for direction from the full Council regarding whether the Council is interested in having staff continue to research this policy issue. This report provides background information about single use plastic bags, and also provides a few regulatory models that other cities have adopted regarding bag use in their communities.

Approved by: City Manager *JU* City Attorney _____

INTRODUCTION:

Earlier this year, Councilmembers Roberts and Salomon expressed their interest in having staff research how other communities regulate single use plastic bags provided by retailers to their customers. Recently, the cities of Edmonds (2009), Bellingham (2011), Seattle (2011) and Mukilteo (2011) began regulating single use plastic bags. Many other cities around the country also regulate single use plastic bags, with San Francisco being the first city in the nation (2007) to put regulations into effect (these regulations were recently updated.) Portland, OR also regulates single use plastic bags, as does Los Angeles County, Washington, DC, Aspen, CO, and Austin, TX, among many others. As well, regulations exist in local jurisdictions in many other countries around the world, including communities in Canada, Denmark, England, Mexico, Australia, Ireland, South Africa, Spain, Thailand and the Philippines.

Although all of these jurisdictions and governments have taken action to regulate plastic bag use, in conducting this research, it became clear to staff that there is a lot of information available about the regulation of single use plastic bags, including why regulations are often enacted. Some have argued for instance that only regulating single use plastic bags (and not also paper bags) does not provide the environmental benefit that it may seem to provide. As well, others have argued that focusing on single use plastic bags may miss the point of what we should be prioritizing with regard to our personal choices that affect the environment. As City Planner and Shoreline Green Team Co-Chair Miranda Reddinger states, “people spend a lot of time debating whether paper or plastic bags are worse for the environment, when the biggest environmental impact comes from driving your car to the grocery store.”

This staff report will therefore try to provide some background on the reasons why some communities have regulated plastic bags. This should hopefully allow the Council to have a discussion about whether moving forward with a plastic (and potentially paper) bag regulatory policy is right for Shoreline. It will be helpful to staff to get clear direction from the full Council that staff should continue to work on this policy issue.

In addition to this policy discussion, this report does provide a matrix of legislative models of how other communities have regulated single use plastic bags. If Council is interested in having staff continue to research this issue, staff would come back to the Council in the near future to discuss a work plan of how to move this item forward.





BACKGROUND:

Single Use Plastic Bags: A Primer

So what are plastic bags? Single use plastic bags are typically made from either low-density polyethylene (LDPE) or more commonly from high-density polyethylene (HDPE). Both of these types of polyethylene are made from natural gas and petroleum. LDPE and HDPE are also widely used for manufacturing all sorts of plastic products people consume every day, from bottles and containers, to parts of computer hardware/consumer electronics, to plastic piping. LDPE and HDPE can be identified in consumer products by their “resin code”, which identifies their polymer type. The table

below identifies the resin codes for LDPE and HDPE, and also identifies some common uses these plastics are typically found in:

LDPE and HDPE Resin Codes

Resin Code	Image	Alternate image	Abbreviation	Polymer name	Various Uses
2			HDPE	High-density polyethylene	Bottles, grocery bags, milk jugs, recycling bins, agricultural pipe, base cups, car stops, playground equipment, and plastic lumber
4			LDPE	Low-density polyethylene	Plastic bags, 6 pack rings, various containers, dispensing bottles, wash bottles, tubing, and various molded laboratory equipment

According to the Society of the Plastics Industry (SPI), the plastics industry trade association, plastic bag use began in the late fifties with the invention of small plastic sandwich baggies on a roll. This was followed by plastic dry cleaning bags and plastic produce bags on a roll in grocery stores. Retailers followed suit in the mid-1970's, where large retailers such as Sears, J.C. Penny, and Allied Federated department stores incorporated plastic merchandise bags into their operations. Plastic grocery bags were introduced to U.S. supermarkets in 1977 as an alternative to paper bags, and the now ubiquitous plastic grocery bags that are used today, which are often called t-shirt bags, followed in the early 1980's. According to SPI, by 1996, four of five grocery bags were plastic, which is the ratio that exists today. Most of these grocery bags are made from HDPE.

The switch from retail paper bags to plastic bags was borne out of a less expensive per-bag cost for plastic bags, along with the strength and convenience that light weight "film" polyethylene provides. Although it does not appear that there is much hard research to support an accurate accounting of global plastic bag use, some environmental groups estimate that between 500 billion and 1 trillion plastic bags are used each year worldwide. Nationally, the United States International Trade Commission reported that the number of "polyethylene retail carrier bags" used annually in the United States was 102 billion. From a household perspective, a study commissioned by Environment Australia compared the annual household use of 520 plastic bags (10 per week) to reusable bags. Using this rough household figure of 520 single use plastic bags consumed each year by Shoreline's 21,150 households, it is estimated that Shoreline residents use almost 11 million single use plastic bags annually.

The Problem with Plastic Bags

As can be seen from a quick internet search, the information regarding why plastic bags are harmful to our environment is voluminous. Although it may be challenging to decipher true fact from over-exaggeration or hyperbole, there is no shortage of reasons, facts, statistics, and stories regarding single use plastic bags. The following information

highlights some common themes that emerged when staff researched how single use plastic bags can negatively affect the environment. As is stated in the trailer for the documentary film, *Bag It*:

Let's face it, there's a dirty little secret here, even if we won't admit it. Just because plastic is disposable, doesn't mean that it goes away. After all, where is 'away'? There is no away.

Non-renewable Resource

- Single use plastic bags are made from polyethylene, a byproduct of petroleum and natural gas, which are non-renewable fossil fuels.
- Manufacturing single use plastic bags produces carbon dioxide, which causes global warming.

Waste Stream

- The vast majority of single use plastic bags produced end up in the world's waste stream, either in landfills or as litter.
- It is unknown how long it takes polyethylene to degrade and decompose. Polyethylene doesn't biodegrade; it photodegrades when it is exposed to ultraviolet light. Some scientists guess that it may take up to 500 years for a single use plastic bag to photodegrade, but given that plastic bags have only been around for 50 or so years, it is really unknown how long it would take.
- Single Use plastic bags aren't recycled that often. According to the U.S. Environmental Protection Agency, their 2005 data showed that less than 5% of all single-use checkout (grocery) plastic bags are actually recycled.

Cost

- The cost of a single use plastic bag is roughly \$0.03 to \$0.05, which is buried in the purchase price of groceries or consumer goods.
- There is also the clean up cost for plastic bag pollution: a City of San Francisco study found that the cost of cleanup amounts to \$0.17 per bag. That translates to the average household paying about \$88 per year on plastic bag waste.

Recycling Concerns

- Single use plastic bags are problematic for local recycling facilities, as they jam recycling machinery.
- Given this issue, Shoreline's solid waste hauler, CleanScapes, explains to residents that all plastic bags must either be reused or brought to recycling bins at local grocery stores. Although the City could provide direction to CleanScapes to accept plastic bags, staff has continued to communicate to citizens that they should recycle single use plastic bags at their local store.
- In Portland, OR, Far West Fibers, which handles a significant amount of the recycling from the Portland metropolitan region, estimates that 25% to 30% of their total labor costs result from shutting down the recycling machinery and

manually removing jammed plastic bags and film from the machinery. Far West



Fibers has indicated that this process is the primary contributing cause of job-related injuries.

Single Use Plastic Bags jammed in recycling processing machinery.

Habitat and Wildlife Endangerment

- It is estimated that single use plastic bags will potentially last hundreds of years in the ocean and never fully break down. On a global level, plastic pollution kills wildlife that mistakes it for food or becomes entangled.
- The nonprofit conservation organization, 5 Gyres, describes plastic in the world's oceans in the following way:
In the ocean, some of types of plastic sink, while LDPE, HDPE, Polypropylene, and foamed plastics float on the ocean's surface. Sunlight and wave action cause these floating plastics to fragment, breaking into increasingly smaller particles, but never completely disappearing — at least on any documented time scale. This plastic pollution is becoming a hazard for marine wildlife, and ultimately for us.
- According to a study sponsored by the Columbia University Earth Engineering Center, the total amount of plastics in the world's oceans is estimated at 36,000 tons (this is all plastics, not just single use plastic bags.) Although this only accounts for around one tenth of one percent of the plastic produced in the United States in 2009, the ecological impacts of this plastic include over a million of sea-birds and 100,000 marine mammals killed by either plastic ingestions or entanglement.

Shoreline Sustainability Strategy

In addition to these more globally recognized reasons why plastic bag regulations may make sense in Shoreline, these regulations also align well with the City's 2008 Sustainability Strategy. While the strategy does not specifically identify the regulation of single use plastic bags as a strategy recommendation, it does provide some broad

policy direction that this regulation is congruent with City's understanding of sustainability.

The introduction to the Sustainability Strategy has ten guiding principles. Although all of these principles could indirectly relate to the regulation of single use plastic bags, four principles seem to stand out in relation to the perceived intent of regulating single use plastic bags:

1. Lead by example and learn from others,
2. Community education, participation and responsibility are key elements,
3. Proactively manage and protect ecosystems, and
4. Improve and expand waste reduction and resource conservation programs.

As well, the Strategy also describes five focus areas that emerged from the guiding principles. Two of these focus areas also relate to the regulation of single use plastic bags:

1. Waste Reduction and Resource Conservation, and
2. Ecosystem Management and Stewardship.

For instance, the opening of the Waste Reduction and Resource Conservation focus area section in the Strategy states:

The simplest and most cost-effective way to conserve resources – both water and material resources – is to simply not use them. However, in the real world, resources must be consumed, and inevitably, waste is generated in every process from the simple act of eating a meal to building a home. The Sustainability Strategy focuses on efficient resource use and appropriate means of dealing with waste.

Thus, there seems to be broad policy direction from the Sustainability Strategy that limiting or regulating inefficient material resources is a goal of our community. Staff would argue that single use plastic bags fall into this category of resource.

In Defense of the Plastic Bag

In researching why some people and organizations may be opposed to regulating plastics bags, or at the very least feel that it may be misdirected, staff quickly realized that much of the information defending plastic bag use came directly from the plastics industry. Furthermore, much of the information that staff reviewed seemed to be communicated in reaction to many of the regulations that have taken effect over the last five to ten years. The defenses of plastic bag use seem to be able to be broken down into a couple of broad categories:

- Plastic bags are not as bad as you think – environmentalists have over-inflated their negative impact
- Plastic bags are not worse for the environment than paper bags
- Plastic bags provide a lot of benefit, and therefore should not be prohibited, regulated or taxed, but rather reused or recycled

Attachment A to this staff report provides an example of some of the statements in defense of plastic bag use. This list of “plastic bag myths” comes from American Plastic Manufacturing, a firm located in Seattle that makes plastic bags. Clearly, this firm has a vested interest in dissuading consumers from believing that plastic bags cannot be managed in a way that reduces their harm to the environment. Staff is not stating that this information is rooted in science or even necessarily reliable; this information was not fact-checked. Staff is also not suggesting that this information is inaccurate or misleading. It is being provided to Council at face value to highlight an example of information from the “other side of the debate”, even if this is coming from a self-interested perspective.

So what are some of the more compelling reasons that consumers may want to continue to use plastic bags? First and foremost, single use plastic bags are very utilitarian, they are light weight, easy to transport, and fairly durable, and they are waterproof and hygienic for foodstuffs and groceries. As well, as is noted on the list of plastic bag myths, “single use” plastic bags are often used more than one time. According to Edmonds City Council President Strom Peterson, who helped lead the effort to regulate single use plastic bags in Edmonds, the main concern that the Edmonds Council received from residents is that residents liked to reuse plastic grocery bags to pick up after their dog or cat or to use as a trash liner. Although this of course does not resolve the issue of the reused plastic bags ending up in the waste stream, it does provide a free, convenient bag for a secondary use. Many plastic bag regulations address this however by not prohibiting for-sale plastic garbage can or pet waste bags, just free, single use bags. Thus, consumers are forced to purchase bags for these types of uses, as opposed to getting them for free.

Defenders of plastic bags also argue that recycling greatly reduces the environmental impacts of plastic bags. Although plastic bag recycling rates have been historically low, according to an Environmental Protection Agency (EPA) report in 2010, polyethylene bag, sack and wrap recycling was up that year from 12% to 15%. While this shows some progress in the recycling of plastic bags, it is clear that the vast majority of bags are not recycled, ending up in a land fill or as litter. As noted earlier, recycling plastic bags also remains complicated given that they can be a problem for recycling plant machinery.

Finally, there is also an underlying argument that single use plastic bags should not be singled out for regulation, when paper bags are also environmentally damaging, and depending on how this damage is assessed, potentially more damaging than plastic. Although many local government regulations also regulate (often tax) single use paper bags, there does seem to be much more regulation on plastic bags. According to a life-cycle study conducted by the United Kingdom’s Environmental Agency in 2006, HDPE single use plastic bags are superior to paper because their environmental footprint regarding global warming, especially in relation to the production of the bags, was smaller than that of paper bags (this study can be found at the following website: <http://publications.environment-agency.gov.uk/PDF/SCHO0711BUAN-E-E.pdf>.)

At the very least, the issue of 'paper vs. plastic' is complicated, given all of the life-cycle inputs and outputs that is involved in the life of a paper or plastic bag. A good article from the website Tree Hugger, titled *Paper or Plastic? Everything you Need to Know* (<http://www.treehugger.com/culture/paper-bags-or-plastic-bags-everything-you-need-to-know.html>), provides an explanation of these life-cycle costs and the following conclusion about the 'paper vs. plastic' debate:

Both paper and plastic bags require lots and lots of resources and energy, and proper recycling requires due diligence from both consumer and municipal waste collector or private recycling company, so there are a lot of variables that can lead to low recycling rates. Ultimately, neither paper nor plastic bags are the best choice; we think choosing reusable canvas bags instead is the way to go.

Thus, from a regulatory standpoint, defenders of plastic bags often argue 'that if you regulate us, you should also regulate them.'

In addition to this position regarding paper bags, some may also take the position that the focus of the environmental community and local regulators should be on other more important environmental issues, such as the reduction of green house gas emissions or the preservation of natural lands, not on paper or plastic bags. As well, others may argue that focusing on carry-out plastic bags in grocery stores misses the point, when the amount of plastic contained in food packaging has a much larger impact on the waste stream. Although these are legitimate questions to ponder, any prioritization of ways in which to impact an issue must be squared with the resources required to achieve success. Regulating single use bags may be "low hanging fruit" in regards to the amount of environmental benefit the action achieves, but it is clearly a result that is achievable if a community is supportive of the underlying policy.

Regulatory Models

As noted initially, Councilmembers Roberts and Salomon were interested in how other communities regulate single use plastic bags provided by retailers. *Attachment B* to this staff report provides a matrix of a few local and national examples of various check-out bag regulations. Given that most of these cities' ordinances also provide regulations for paper bags, the matrix highlights these regulations as well.

As can be seen on the matrix, a major variation of the Washington DC model is the use of a 'bag tax', instead of a 'bag ban'. Bag taxes are economic regulatory models aimed at changing consumer behavior through user fees. However, consumers are still provided the choice to consume plastic bags. One of the most well known bag tax models was introduced in Ireland, where the government instituted a roughly \$0.20 Euro plastic bag tax in 2002. Within weeks, there was a 94% drop in plastic bag use. Denmark also has bag tax, although it is not levied on consumers, but rather on Danish retailers. As well, the City of Seattle imposed a \$0.20 bag tax on Seattle residents in 2008, but a referendum on the tax was defeated at the ballot the following fall, with 53% of residents voting against it.

The other regulations in the matrix all prohibit single use plastic bags outright. In addition to this, some regulations also impose a fee on the use of allowable paper bags. This helps retailers offset the higher cost of some consumers substituting away from plastic bags to more paper bag use, and also helps to regulate consumer behavior through user fees. Given that paper bags are not the ideal environmental solution to get your groceries from the store to your home, this “double edged” approach prohibits plastic bags and tries to steer consumers away from paper bag use and toward the use of reusable bags.

Statewide Legislation

Another approach is to advocate for a statewide ban on plastic bags, making the playing field level for all communities and making it simpler for retailers. No state has approved a ban on plastic bags; however, more and more communities across the nation are. We could make this a legislative priority and work with our state delegation, environmental groups, and other cities to make Washington the first state to ban plastic bags.

NEXT STEPS:

If Council is interested in having staff continue to research this issue, staff would come back to the Council in the future to discuss a work plan of how to move this item forward. Likely next steps included in the work plan would be:

- Additional research on the impacts of plastic bag regulation
- Additional research on the costs and benefits of various regulatory models
- Potential environmental review (SEPA checklist)
- Discussion of single use plastic bag regulations with commercial stakeholders (Northwest Grocery Association, Washington Restaurant Association, individual retailers in Shoreline, Shoreline Chamber of Commerce, etc.)
- Input gathering from Shoreline residents about single use plastic bag regulations
- Drafting of a proposed ordinance
- Drafting of implementation, communication and enforcement plan
- Council discussion and adoption

This is a preliminary list of work plan tasks, and it is very likely that there would be additional tasks that would need to be accomplished to bring regulations to fruition in Shoreline. Thus, part of this work plan discussion would also be prioritizing this regulatory project with other Council goals and staff responsibilities. However, staff is confident that this item could be programmed into the staffs work program in 2012 and into 2013.

RESOURCE/FINANCIAL IMPACT:

The resource and financial impacts of regulating single use plastic bags are unknown at this time. It is possible that there may be an impact on retail sales in Shoreline if the City decides to regulate single use plastic bags. However, what, if any, impacts, and the magnitude of the impacts would need to be more fully reviewed if this policy issue continues to be reviewed.

RECOMMENDATION:

Staff is looking for direction from the full Council however regarding whether the Council is interested in having staff continue to research this policy issue. This report provides background information about single use plastic bags, and also provides a few regulatory models that other cities have adopted regarding bag use in their communities.

ATTACHMENTS:

- A: American Plastics Manufacturing – Plastic Bag Myths
- B: Check-out Bag Regulatory Model Matrix

Attachment A



Plastic Bag Myths

<http://www.apmbags.com/bagmyths>

Oil Consumption

MYTH: According to many websites and environmental groups, plastic bag manufacturing uses a large percentage of the crude oil that is consumed in the US. Some suggest that eliminating plastic bags would reduce our dependence on oil.

TRUTH: American plastic bags are made from natural gas, NOT oil. In the U.S., 85 percent of the raw material used to make plastic bags is produced from natural gas.

Banning or taxing plastic bags will do nothing to curb oil consumption.

Single Use

MYTH: Most proposed bag bans and taxes use statistics based on an assumption that plastic bags are only used once.

TRUTH: Studies have shown that 80-90% of the population reuse plastic grocery bags at least once. As trash bin liners, for picking up after pets, as lunch sacks, holding wet laundry, etc. Plastic bags are also very easy to recycle, and most grocery stores provide bag recycling bins.

Ireland's Bag Tax

MYTH: Ireland's 2002 tax on plastic grocery bags reduced plastic bag use by 90%.

TRUTH: This is partially true, but doesn't tell the whole story. Use of plastic *grocery checkout bags* declined, but sales of packaged plastic bags went up by about 400%, resulting in a net gain in plastic bags going to landfills. This shows that most people were reusing their plastic grocery bags for tasks where plastic bags are the best solution - trash can liners, picking up after the dog, wet garbage, etc.

San Francisco Bag Ban

MYTH: In 2008, San Francisco banned plastic bags, which resulted in a huge drop in bag use, and an increase in reusable bags.

TRUTH: Yes, since plastic bags were banned, stores stopped using them. But there was not a huge shift towards reusable bags. Instead, there was a huge increase in paper bag consumption. According to all studies, paper bags are responsible for many times the pollution and oil consumption than plastic bags. Paper is heavier, and not as durable, as plastic and requires far more resources to create, and creates much more air and water pollution. In addition to this, the San Fran Ban also practically eliminated bag recycling programs in the city, and after one year, plastic bag litter (the main reason for the ban) had actually increased.

Recycling

MYTH: Recycling plastic bags is extremely costly and difficult.

TRUTH: Recycling programs are growing all the time, and plastic recycling is actually a very simple, cost effective and energy efficient process. The main products currently made from recycled grocery bags is composite lumber, and new bags.

Marine Wildlife Tangled in Bags

MYTH: "Over 100 thousand marine animals die from becoming tangled in discarded plastic bags each year."

TRUTH: The report that this myth was based on (a Canadian study from 1987) didn't mention plastic bags at all. In 2002 the Australian Government commissioned a study on plastic bags, and the authors misquoted the 1987 study. What the original study found was that between 1981 and 1984 over 100 thousand marine mammals and birds were killed by being caught in discarded fishing nets and lines.

Furthermore, the National Oceanic and Atmospheric Administration (NOAA) has stated that it is unable to find studies to support many of the statements that assert plastic bags cause harm to marine wildlife and that many quotes about plastic marine debris are false, unproven or exaggerated.

Litter

MYTH: Plastic bags are a major source of litter, and banning or taxing bags will reduce litter.

TRUTH: Plastic bags make up less than one percent of all litter. Cigarette butts, fast food packaging, and food wrappers are much larger contributors. Banning one item that becomes litter does nothing to change the mindset of those that discard trash improperly. Many of the bags that end up as litter blow off of garbage trucks or out of landfills. Landfill operators and garbage haulers should be held accountable for items that escape containment. Since plastic bags are responsible for less than 1% of all litter, banning or taxing them will have no impact. The solution to litter is public education, recycling programs, and proper disposal.

Landfills

MYTH: Landfills are overflowing with plastic bags.

TRUTH: Plastic bags are easily recycled, but even if they do end up in a landfill, they take up a small fraction of one percent of landfill space. The average person uses about 326 plastic grocery bags per year, which by weight is about the same as a phone book or two. By comparison, the average person generates nearly one ton (2000 pounds) of garbage each year. The major contributor to landfills is paper, wood and construction debris. Banning or taxing plastic bags would mean that more paper bags would get used, resulting in more waste going to the landfill.

Paper Bags are Better

MYTH: Many people believe that paper bags are a better environmental choice than plastic.

TRUTH: Paper bags, even recycled ones, require many times more energy to produce than plastic. Paper production and recycling also produces far more air and water pollution than plastic. And because paper bags weigh nearly 10 times that of plastic bags, they require 10 times the fuel to transport.

Paper bags can also be easily contaminated with oils, grease, and food waste that can contaminate entire batches of recycling. Plastic bags can be cleaned prior to recycling to eliminate contaminants.

Attachment B

Check-out Bag Regulatory Model Matrix

City	Prohibits Plastic Bags?	Where	Paper Bag Fee/Low-Income Discount?	Paper Bag Regulations	Exemptions?	Enforcement Mechanism?
Bellingham, WA	Yes	All retailers, no restaurants	\$0.05 - kept by retailer/Yes	40% post-consumer recycled content	Yes	Yes
Edmonds, WA	Yes	All retailers, no restaurants	No	no old growth fiber, 100% recyclable, and 40% post-consumer recycled content	Yes	Yes
Mukilteo, WA	Yes	All retailers, no restaurants	No	no old growth fiber, 100% recyclable, and 20% post-consumer recycled content	Yes	Yes
Portland, OR	Yes	Grocery stores and pharmacies	No	40% post-consumer recycled content	Yes	Yes
San Francisco, CA	Yes	All retailers, including restaurants	\$0.10 - kept by retailer	no old growth fiber, 100% recyclable, and 40% post-consumer recycled content	Yes	Yes
Seattle, WA	Yes	All retailers, no restaurants	\$0.05 - kept by retailer/Yes	40% post-consumer recycled content	Yes	Yes
Washington, DC	No (\$0.05 fee for plastic bag)	All food and liquor retailers, including restaurants	\$0.05 - retailer keeps 1-2 cents, remaining 3-4 cents goes to the Anacostia River Protection Fund	All paper and plastic bags must be 100% recyclable	Yes	Yes

CITY COUNCIL AGENDA ITEM
CITY OF SHORELINE, WASHINGTON

AGENDA TITLE:	Proposed 2012-2014 Council Goals and Workplan
DEPARTMENT:	City Manager's Office
PRESENTED BY:	Julie Underwood, City Manager Debbie Tarry, Assistant City Manager
ACTION:	<input type="checkbox"/> Ordinance <input type="checkbox"/> Resolution <input type="checkbox"/> Motion <input checked="" type="checkbox"/> Discussion <input type="checkbox"/> Public Hearing

PROBLEM/ISSUE STATEMENT:

At the City Council's March 2-3, 2012 annual retreat the Council discussed their proposed 2012-2014 goals. It was determined that Council would like their 2012-2014 goals to support the achievement of Vision 2029 and being a sustainable city in all respects:

- Sustainable neighborhoods – ensuring they are safe and attractive;
- Sustainable environment – enhancing our build environment so that it protects our natural resources; and
- Sustainable services – supporting quality services, facilities and infrastructure.

Based on Council's discussion and direction during the retreat, staff has drafted the attached 2012-2014 City Council Goals and Workplan for Council's consideration. At the retreat Council decided that they wanted to focus on four goals that supported the overall sustainable city efforts listed previously:

1. Strengthen Shoreline's economic base;
2. Improve Shoreline's utility, transportation, and environmental infrastructure;
3. Prepare for two Shoreline light rail stations; and,
4. Enhance openness and opportunities for community engagement.

Staff is making the draft goals available on the City's website for public comment and feedback. The Council is scheduled to take action and adopt the 2012-2014 goals and workplan on April 23.

RESOURCE/FINANCIAL IMPACT:

Resources needed to accomplish the Council's goals and workplan are included in the 2012 budget and will be included in the 2013 proposed budget.

RECOMMENDATION

The purpose for this discussion is to review the goals and proposed objectives and to discuss the timing for adoption, which is currently scheduled for April 23.

Approved By: City Manager *JU* City Attorney ____

ATTACHMENTS

Attachment A – 2012-2014 City Council Goals and Workplan

2012-2014 City Council Goals and Workplan

The Council is committed to fulfilling the community’s long-term vision – Vision 2029 – and being a sustainable city in all respects:

- Sustainable neighborhoods—ensuring they are safe and attractive;
- Sustainable environment—enhancing our built environment so that it protects our natural resources; and
- Sustainable services—supporting quality services, facilities and infrastructure.

The City Council holds an annual strategic planning and goal setting retreat to monitor progress and determine priorities and action steps necessary to advance Vision 2029. This workplan, which is aimed at improving our ability to fulfill the community’s vision, is then reflected in department workplans, the City’s budget, capital improvement plan, and through special initiatives.

Goal 1: Strengthen Shoreline’s economic base

Although Shoreline voters approved Proposition No. 1 in November 2010, which helped to maintain essential service levels through 2016, there is no guarantee that voters will be willing to do this again when Proposition No. 1 expires. Attracting investors and businesses to Shoreline reduces our reliance on property taxes alone strengthens our tax base and provides greater housing choices, local commercial and retail opportunities, and lifestyle amenities for our residents.

ACTION STEPS:

1. Implement the 2012-2017 Economic Development Strategic Plan
2. Improve and streamline the City’s development regulations for commercial zones
3. Continue to implement efforts to make the permit process predictable, timely and competitive
4. Develop a 10-year Financial Sustainability Plan to achieve sufficient fiscal capacity to fund and maintain priority public services, facilities, and infrastructure

PROGRESS INDICATORS:	2011	2012
a. Annual growth of assessed property value from new construction	0.17%	
b. Ratio of commercial versus non-commercial valuation	.115	
c. Retail sales tax per capita	\$113	
d. Number of licensed businesses	4,474	
e. Number of housing units	23,049	
f. Vacancy and rental rates of commercial and multi-family properties	C: 4-5%; \$15-30/sf R: 4%; \$1.18/sf	
g. Number of online permits submitted	N/A	

Goal 2: Improve Shoreline’s utility, transportation, and environmental infrastructure

Shoreline inherited an aging infrastructure when it incorporated in 1995. The City has identified needed improvements through our 20-year planning documents including the Surface Water Master Plan, Transportation Master Plan and Parks and Open Space Master Plan. As these improvements are made, it is important to include efforts that will enhance Shoreline’s natural environment, ultimately having a positive impact on the Puget Sound region.

ACTION STEPS:

1. Construct the Aurora Corridor improvements from N 192nd to N 205th Streets
2. Identify funding strategies for constructing new non-motorized improvements
3. Complete the Comprehensive Plan update by December 2012
4. Acquire Seattle Public Utilities water system in Shoreline
5. Develop a plan to merge the Ronald Wastewater District into City operations as outlined in the 2002 Interlocal Operating Agreement
6. Work with the City of Seattle, King County and Washington State Department of Transportation on a plan that will improve safety, efficiency and modes of transportation for all users of 145th Street
7. Continue to implement the City’s Environmental Sustainability Strategy and Tree City USA initiatives

PROGRESS INDICATORS:	2011	2012
a. Number of redevelopment projects improving the treatment of surface water	6	
b. Number of linear feet of non-motorized facilities constructed	16,000	
c. Number of trees planted in the public right-of-way and on City property (net)	470	
d. Voter approval of the SPU acquisition	N/A	
e. Volume of paper purchased for City operations (Reams of Letter Size)	1,760	
f. Percent of community garden plots reserved	N/A	100%
h. Highest water quality index score for streams	61	

Goal 3: Prepare for two Shoreline light rail stations

In 2008 Shoreline voters supported the Sound Transit 2 funding package by 61%. Our community looks forward to increasing mobility options and reducing environmental impacts through light rail service. Sound Transit estimates the light rail extension from Northgate to Lynnwood to be \$1.4-1.6 billion, which includes investment in two stations in Shoreline, which are planned to open in 2023. Engaging our community on how this effort benefits Shoreline and the greater region needs to start now.

ACTION STEPS:

1. Adopt light rail station area planning framework policies
2. Amend the Comprehensive Plan and Plan map to include light rail station areas

ATTACHMENT A

3. Participate as a Cooperating Agency in Sound Transit’s environmental process by providing early and continuous input into the development of the environmental impact statement (EIS)
4. Work with Sound Transit to evaluate the redevelopment potential of large parcels in the light rail station areas
5. Actively participate in the Growing Transit Communities Task Force
6. Engage the community in an education and outreach plan to help residents and businesses prepare for the location of the new light rail stations

PROGRESS INDICATORS:	2011	2012
a. Number and location of Shoreline light rail stations identified in the EIS process	N/A	
b. Number of City and Sound Transit opportunities provided for public input in the light rail planning process	4	
c. Estimated ridership at the Shoreline light rail stations	N/A	

Goal 4: Enhance openness and opportunities for community engagement

The Council values an open, transparent, and responsive government. And the City believes that the best decisions are informed by the perspectives and talents of our residents. Community involvement is vital, and finding effective ways to engage all segments of our community is key to shaping our future.

ACTION STEPS:

1. Communicate and provide opportunities for public input on key policies and initiatives, including the Comprehensive Plan update, light rail planning, and City projects
2. Continue to support neighborhood associations and volunteer initiatives and to host community forums and workshops
3. Develop a workplan to make more documents available online and to improve our website’s ease of use
4. Advance public engagement with online service requests, survey tools and social media platforms

PROGRESS INDICATORS:	2011	2012
a. Percent of residents who believe the City is moving in the right direction	71%	
b. Percent of residents somewhat/very satisfied with the City’s effectiveness of communication with the public	67%	
c. Number of citizen volunteer hours	20,980	
d. Number of documents available on the City’s website	9,576	
e. Number of annual website visits	77,400	
f. Number of Facebook “likes”	545	
g. Number of service requests responded to through the SeeClickFix app	30	