



REVISED AGENDA V.2

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SHORELINE CITY COUNCIL WORKSHOP DINNER MEETING

Monday, November 25, 2019

5:45 p.m.

Conference Room 303 · Shoreline City Hall

17500 Midvale Avenue North

TOPIC/GUESTS: 32nd District Delegation

SHORELINE CITY COUNCIL REGULAR MEETING

Monday, November 25, 2019

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		
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 10 people are signed up to speak, each speaker will be allocated 2 minutes. Please be advised that each speaker's testimony is being recorded. 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		7:20
7. CONSENT CALENDAR		7:20
(a) Approving Minutes of Regular Meeting of October 28, 2019	<u>7a1-1</u>	
Approving Minutes of Special Meeting of November 11, 2019	<u>7a2-1</u>	
(b) Approving Expenses and Payroll as of November 8, 2019 in the Amount of \$5,425,218.36	<u>7b-1</u>	
(c) Authorizing the City Manager to Execute a Professional Services Contract with Stewart, MacNichols, Harmell, Inc., P.S. for Public Defense Services through December 31, 2024 in an Amount Not to Exceed \$1,403,440	<u>7c-1</u>	
(d) Authorizing the City Manager to renew an Interlocal Agreement for Inmate Housing with the South Correctional Entity (SCORE) through December 31, 2024	<u>7d-1</u>	

8. ACTION ITEMS

- | | | |
|---|-------------|------|
| (a) Adopting Ordinance No. 872 - Amending the 2019-2020 Biennial Budget by Increasing Appropriations in Certain Funds | <u>8a-1</u> | 7:20 |
|---|-------------|------|

9. STUDY ITEMS

- | | | |
|---|-------------|------|
| (a) Discussing Ordinance No. 871 – Townhouse Design Standards Development Code Amendments | <u>9a-1</u> | 7:40 |
| (b) Discussing the 2020 State Legislative Priorities | <u>9b-1</u> | 8:20 |

10. ADJOURNMENT

8:40

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 OF SHORELINE
SHORELINE CITY COUNCIL
SUMMARY MINUTES OF REGULAR MEETING

Monday, October 28, 2019
7:00 p.m.

Council Chambers - Shoreline City Hall
17500 Midvale Avenue North

PRESENT: Deputy Mayor McConnell, Councilmembers McGlashan, Scully, Chang, Robertson, and Roberts

ABSENT: Mayor Hall

1. CALL TO ORDER

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

2. FLAG SALUTE/ROLL CALL

Deputy Mayor McConnell led the flag salute. Upon roll call by the City Clerk, all Councilmembers were present with the exception of Mayor Hall. Councilmember McGlashan moved to excuse Mayor Hall for personal reasons. The motion was seconded by Councilmember Scully and passed unanimously, 6-0.

(a) Proclaiming America Recycles Day

Deputy Mayor McConnell read a proclamation declaring November 15, 2019, as America Recycles Day. Stephanie Henry was present to accept the proclamation. Ms. Henry said she started the Shoreline Flatware Lending Library because it is important that individuals make choices to reduce waste, conserve resources, and protect the environment. She urged the City Council to set an aggressive goal of 100% clean and renewable energy for Shoreline's electricity grid and impressed upon them the importance of large scale systemic change.

3. REPORT OF CITY MANAGER

Debbie Tarry, City Manager, provided reports and updates on various City meetings, projects and events.

4. COUNCIL REPORTS

Councilmember Robertson said she had the pleasure of filling in for Mayor Hall at the King County Cities Climate Collaboration (K4C) event. She said the group consists of King County and 17 partners, shared information on the presentations and current actions, and said there was an emphasis on the importance of electrification and efficiency. Additionally, she said she

attended the Animal Medical Center Ribbon Cutting event and described the facility and services they will offer.

Councilmember Scully said he attended a homelessness relief efforts reorganization meeting. He explained that this was a general meeting where cities could send representatives to ask questions. He said that homelessness is a problem of significant magnitude, and even as there are concerns about a few discreet parts of the proposed plan, he hopes people support it because the current system is not effective government.

5. PUBLIC COMMENT

There was no public comment.

6. APPROVAL OF THE AGENDA

The agenda was approved by unanimous consent.

7. CONSENT CALENDAR

Upon motion by Councilmember Roberts and seconded by Councilmember McGlashan and unanimously carried, 6-0, the following Consent Calendar items were approved:

(a) Approving Minutes of Regular Meeting of October 7, 2019

(b) Approving Expenses and Payroll as of October 11, 2019 in the Amount of \$1,801,351.32

***Payroll and Benefits:**

Payroll Period	Payment Date	EFT Numbers (EF)	Payroll Checks (PR)	Benefit Checks (AP)	Amount Paid
9/8/19-9/21/19	9/27/2019	87320-87577	16692-16721	76216-73223	\$916,369.81
					<u>\$916,369.81</u>

***Accounts Payable Claims:**

Expense Register Dated	Check Number (Begin)	Check Number (End)	Amount Paid
10/3/2019	76199	76200	\$608.00
10/3/2019	76201	76214	\$120,161.78
10/3/2019	75900	75900	(\$54.00)
10/3/2019	76215	76215	\$54.00
10/9/2019	76224	76259	\$617,449.85
10/9/2019	76260	76301	\$144,301.75
10/9/2019	76302	76309	\$553.67
10/10/2019	76310	76319	\$1,906.46

(c) Authorizing the City Manager to Execute a Service Contract with Carol Worthen in the Amount of \$70,000 for Business Pollution Prevention Inspection Services

8. ACTION ITEMS

- (a) Adopting Resolution No. 448 - Declaring the Intent to Adopt Legislation to Authorize a Sales and Use Tax for Affordable and Supportive Housing in Accordance with Substitute House Bill 1406
- (b) Adopting Ordinance No. 869 – Authorizing the Maximum Capacity of a Local Sales and Use Tax to Fund Investments in Affordable and Supportive Housing

Colleen Kelly, Community Services Division Manager, delivered the staff presentation. Ms. Kelly opened by explaining that her presentation would cover Action Items 8a and 8b. She reviewed the details of Substitute House Bill No. 1406 and emphasized that there is no financial impact to consumers with this sales tax credit. She shared estimated revenue amounts for the City based on the tax credit rate of 0.0073% and recognized Council's decision to not impose a separate qualifying tax that would have allowed for consideration of a higher rate. Ms. Kelly listed the permitted uses and the required actions.

Councilmember Roberts moved adoption of Resolution No. 448 declaring the intent to adopt legislation to authorize the maximum capacity of sales and use tax for affordable and supportive housing in accordance with Substitute House Bill No. 1406. The motion was seconded by Councilmember Scully.

Councilmember Scully reinforced the fact that this is not an additional tax, but simply a way to maintain local control over a portion of a tax that is already being collected.

The motion passed unanimously, 6-0.

Councilmember Roberts moved adoption of Ordinance No. 869, authorizing the maximum capacity of a local sales and use tax to fund investments in affordable and supportive housing. The motion was seconded by Councilmember McGlashan.

The motion passed unanimously, 6-0.

- (c) Adopting the Preferred Option for the 185th Street Multimodal Corridor Strategy

Nora Daley-Peng, Senior Transportation Planner, and Kendra Dedinsky, City Traffic Engineer, delivered the staff presentation. Ms. Daley-Peng said tonight's focus is on the updates to the 185th Street Multimodal Corridor Strategy made since the last Council presentation and includes refinements to mid-block cross sections and a summary of supporting analysis, project delivery approach, and funding strategy.

Ms. Daley-Peng defined the Corridor segments and said the goal is to create a vision that is future-focused and supports the needs of all users. She reviewed the year-long process, which is scheduled for completion this winter.

Ms. Daley-Peng displayed a map of the full Corridor, then described each segment as follows:

- Segment A: No curb to curb roadway changes are proposed. There are pedestrian and bike path improvements that include bike paths at curb level to fill in the connections through the Corridor.
- Segment B: Two travel and two BAT lanes. Increased curb-to-curb width and amenity zone areas width, accommodating tree retention on the northside. She described how power undergrounding could be accommodated with an amenity zone in-between the bike and sidewalk zones and acknowledged that a decision on whether to underground power requires more information, so this option accommodates flexible outcomes. She explained the re-dimensioning of the pedestrian, bicycle, and amenity zones to allow them to be built incrementally with each portion of frontage improvements.
- Segment C: Three lane section with two travel lanes, a center turn lane, buffered bike lanes and enhanced pedestrian zones.
- Segment D: Two travel lanes, buffered bike lanes, on-street parking, and enhanced pedestrian zones.
- Segment E: Two travel lanes, enhanced bike lanes, amenity zones, and sidewalks.

Ms. Daley-Peng said that based on feedback on how the segment updates would influence 10th Avenue on the north and south ends of the study area, the Study Team developed recommended updates to the Engineering Development Manual (EDM) Street Matrix for 10th Avenue. She said the updates to the north of 10th Avenue include two 10' travel lanes, buffered bike lanes, on-street parking, and amenity zones; the updates to the south portion include two 11' travel lanes, buffered bike lanes, on-street parking, and enhanced pedestrian zones.

Ms. Dedinsky said that during the design analysis the Study Team determined the need to extend Segment B's four-lane cross-section as far east as possible to 5th Avenue NE. She said that, assuming standard trip generation with redevelopment, traffic volumes on the corridor would increase significantly and would bring the volume to capacity ratios for general purpose traffic well over the adopted standards. She said that the focus of the strategy has been on reducing car dependency within the subareas by providing robust transportation choices. She stated that there will be a need for new multimodal Level of Service standards throughout this Corridor. Ms. Dedinsky added that from the transit perspective, four lanes is the bare minimum needed in order to keep transit from getting stuck. She said that outside of restricting cars from using the street, there is not another option that allows for a narrower cross-section.

Ms. Dedinsky said the key intersection design scenarios were reviewed closely. She described process and said there was a specific focus on transit travel times. She said both intersection control scenarios resulted in similar projected travel times from Aurora to the future Shoreline North Light Rail Station in year 2035. She added that additional analysis will be required to determine the best plan.

Ms. Daley-Peng reviewed the project delivery approach planned for the near, mid-, and long term and described the most effective near-term strategies. She said it is important to maintain a balanced and sequenced approach to implementing capital projects in order to have the resources to complete projects and fulfill associated funding obligations. She summarized that the fundamental strategy for sequencing implementation of the 185th Street Multimodal Corridor is to avoid competing with the resources needed to deliver the City's obligated projects by utilizing a schedule that will follow them.

Councilmember Scully moved adoption of the preferred alternative for the 185th Street Multimodal Corridor Strategy as outlined by staff. The motion was seconded by Councilmember McGlashan.

Councilmember Scully thanked staff for including an option to underground power to preserve trees. He said he recognizes there is no way Segments B and C can increase capacity to move cars but asked if flexible alternatives to using designated space for parking have been considered for Segment D. Ms. Dedinsky said that because it is a short segment there is not enough room to get use out of a third lane. She emphasized that what is key in such a short area is to have the intersections working properly, and roundabouts seem to be the best alternative. She added that there will be an opportunity to look at traffic modeling more in depth during the Transportation Master Plan update. Ms. Dedinsky also reminded Council that parking is key to support the business function in the MUR-70 zone.

Councilmember McGlashan said he is happy roundabouts are being considered and asked if there are any intersections that could accommodate multilane roundabouts with the current width of the right-of-way. Ms. Dedinsky explained that the footprint of the larger intersections will expand significantly with either option.

The placement order and design specifics of travel, parking, and buffer zones were discussed. The 2' buffer zone between traffic and the bicycle lanes was described as a visual barrier, rather than a physical one. Ms. Dedinsky said the width of both the parking and bike lanes would allow riders space to maneuver safely. Ms. Daley-Peng added that it is safest to provide a consistent experience between segments for the users.

Councilmember Roberts said there are many benefits to the refinements, including the consistent bike corridor and the north/south extension of the 10th Avenue design. He asked about any planned improvements to 180th west of 10th Avenue, and Ms. Daley-Peng said that in conjunction with this analysis, staff are evaluating how a seamless connection to the trail along the rail can be created for pedestrians and bicyclists.

Councilmember Roberts asked if a single lane roundabout without a bus lane would improve transit travel times. Ms. Dedinsky said it would not be adequate at the larger intersections. She described additional intersection scenarios that were evaluated and determined to be insufficient.

Councilmember Roberts said he is still concerned about the pedestrian safety and cost impacts associated with Segment B. He said he is especially concerned for pedestrian safety near the 185th Street and 1st Avenue NE intersection. Ms. Dedinsky agreed that expanding the roadway to

four lanes increases risks for the pedestrian crossing experience and described the process in coming to this design. She said that BAT lanes act as a traffic calming measure but do not necessarily improve the crossing experience. Ms. Dedinsky noted the volume projections for 185th Street are greater than is seen on Aurora currently and as development occurs the City will continue to look for ways to make crossing safe.

Councilmember Roberts stated that he is not comfortable moving forward with the Preferred Option at this time.

Councilmember Robertson said she feels once the bicycle lanes are completed, they will get more use. She said that she likes roundabouts, and it will be important to educate drivers on how to use them, and to enforce the rules of the road once implemented.

Councilmember Chang said she supports the Preferred Option. She confirmed that currently west of Segment A there still would be no bike lanes between Dayton and Fremont. Ms. Daley-Peng described the challenges to this section of roadway and said this gap in the bike network could be addressed through the EDM Street Matrix. Ms. Dedinsky added that because of the ongoing Point Wells discussions, the City has waited on the design of improvement concepts on the Richmond Beach Corridor.

Deputy Mayor McConnell recognized that the 185th Street Corridor will change dramatically. She said she is also concerned about crossing safety at the 185th Street and 1st Avenue NE intersection.

Councilmember Roberts said there is no hurry to adopt the Preferred Option today, and he would rather have more information before making a decision. Since it is not known how many people will use alternative modes of transportation in the future, the City must work with the traffic projections that currently exist. He suggested that more people may seek alternative modes of transportation if vehicle use is a less efficient option.

Councilmember Scully asked what the impact of delaying a decision would be. Ms. Dedinsky said that the immediate downside is that redevelopment is happening right now and so every frontage improvement that occurs between now and adoption may potentially be incompatible with the Preferred Option concept. Ms. Daley-Peng added that this is a high level concept designed to set multimodal options in place. She said there is not much more refinement that can be done without re-engineering.

The motion passed, 5-1, with Councilmember Roberts voting no.

9. STUDY ITEMS

(a) Discussing the Light Rail Station Subarea Parking Study

Kendra Dedinsky, City Traffic Engineer, delivered the staff presentation. Ms. Dedinsky said the Subareas Parking Study was initiated to prepare for increased parking demand in response to new Light Rail Stations and density increases in the subareas. She described the focus of the

initial study effort and said subsequent data will be collected prior to, and after, the station openings. She said Shoreline's current traffic laws include only a few minor amendments to the provisions of State laws, and she described elements of on-street parking management.

Ms. Dedinsky talked about parking management tools and the importance of consistent enforcement. She explained that Restricted Parking Zones (RPZs) are used to ease parking congestion in residential neighborhoods around significant parking generators and would be a prime tool to use near the Light Rail Stations. She reviewed some of the City's parking management activities and displayed data showing the increase in new parking restriction signs by year. She stated that most of the signs installed have been in response to complaints received, rather than proactively. She said that the Police estimate the number of parking tickets issued could increase significantly with dedicated staff.

Ms. Dedinsky displayed the results of the 2019 Parking Demand data collection, noting residential versus employment demand. She said the summary data shows that on-street parking is generally underutilized in both subareas, and when roadways are underutilized the maintenance costs can waste public resources. She offered that parking demand management comes into play once target utilization is exceeded and the roadway becomes a valuable asset.

Ms. Dedinsky said that the Parking Demand Projections provide a very high level of parking demand based on the subarea housing and the employment growth thresholds. She described the assumptions within the projections and said the City will work with Sound Transit on mitigation efforts before and after the stations open.

In conclusion, Ms. Dedinsky listed the Near- (over the next five years), Mid- (five to 10 years), and Long- (10+ years) Term Recommendations.

Councilmember Robertson said the City is poised for serious changes and major growth.

Councilmember Roberts commended the depth of information in the report and said it provides a good background to reference as development occurs. He asked in what parts of the City the parking restriction signs were being installed. Ms. Dedinsky shared examples and said they are frequently installed in response to resident concerns over sightlines or pedestrian safety. Councilmember Roberts confirmed that the rationale behind the recommendation to update the monetary penalties for parking violations is to help offset the processing costs through King County. Ms. Dedinsky added that staff will return to Council with additional information and recommendations for adjustments to parking violation fees.

Councilmember Scully said parking is a top priority in the southeast corner of the City, where there are more apartment buildings. He suggested the City pay some attention to improving parking in that area before there is a need to do the same in the Light Rail Station areas. He said high parking fees are regressive, and he does not want the City to make a profit on monetary penalties, adding that he would be comfortable if the City was not completely revenue neutral on parking enforcement. He hopes the use of meters can be pushed off a long time.

Councilmember Chang said she likes the list of near-, mid-, and long- term recommendations; feels the City needs to be at least revenue neutral on the monetary penalties for violations; and that having real-time parking technology in the Light Rail garages would be beneficial. Ms. Dedinsky said the City would have to explore partnering with Sound Transit for this.

Councilmember Roberts said it would be helpful to put the real-time parking signs as far out on access streets as possible to inform commuters.

Deputy Mayor McConnell said she appreciates informational parking signage for both education and enforcement. She acknowledged change is coming, and it brings mixed emotions.

10. ADJOURNMENT

At 8:42 p.m., Deputy Mayor McConnell declared the meeting adjourned.

Jessica Simulcik Smith, City Clerk

CITY OF SHORELINE
SHORELINE CITY COUNCIL
SUMMARY MINUTES OF SPECIAL MEETING

Monday, November 11, 2019
12:45 p.m.

Conference Room 303 - Shoreline City Hall
17500 Midvale Avenue North

PRESENT: Mayor Hall, Deputy Mayor McConnell, Councilmembers Chang, Roberts, and Robertson

ABSENT: Councilmembers McGlashan and Scully

STAFF: John Norris, Assistant City Manager
Jim Hammond, Intergovernmental Relations Manager

GUESTS: Congresswoman Pramila Jayapal
Marielle Trumbauer, Outreach Coordinator

At 12:50 p.m., the meeting was called to order by Mayor Hall.

Prior to the arrival of the Congresswoman, the Council reviewed the 2019 Federal Legislative Priorities. Deputy Mayor McConnell arrived at 12:52. Congresswoman Jayapal arrived at 12:55, accompanied by Marielle Trumbauer, Outreach Coordinator.

Discussion proceeded over a range of federal issues of interest to Shoreline, including the City's federal BUILD Grant application, which was supported by Congresswoman Jayapal; changes to transportation funding policy; Community Development Block Grants; and the potential impacts of the recently-passed Washington State Initiative 976. There was conversation about legislative activity in Washington D.C. and immigration-related issues.

At 1:42 p.m. the meeting adjourned.

Jim Hammond, Intergovernmental Relations Manager

CITY COUNCIL AGENDA ITEM

CITY OF SHORELINE, WASHINGTON

AGENDA TITLE: Approval of Expenses and Payroll as of November 8, 2019
DEPARTMENT: Administrative Services
PRESENTED BY: Sara S. Lane, 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 \$5,425,218.36 specified in the following detail:

***Payroll and Benefits:**

Payroll Period	Payment Date	EFT Numbers (EF)	Payroll Checks (PR)	Benefit Checks (AP)	Amount Paid
9/22/19-10/5/19	10/11/2019	87578-87836	16722-16751	76391-73696	\$714,207.29
10/6/19-10/19/19	10/25/2019	87837-88100	16752-16775	76578-76585	\$926,083.73
Q3 2019 (L&I)	10/31/2019			76576	\$75,961.88
Q3 2019 (ESD)	10/31/2019			76577	\$18,863.39
					<u>\$1,735,116.29</u>

***Wire Transfers:**

Expense Register Dated	Wire Transfer Number	Amount Paid
10/25/2019	1152	\$8,408.90
10/31/2019	1153	\$1,904.83
		<u>\$10,313.73</u>

***Accounts Payable Claims:**

Expense Register Dated	Check Number (Begin)	Check Number (End)	Amount Paid
10/15/2019	76320	76348	\$466,520.79
10/15/2019	76349	76373	\$198,456.65

***Accounts Payable Claims:**

Expense Register Dated	Check Number (Begin)	Check Number (End)	Amount Paid
10/16/2019	75674	75674	(\$543.65)
10/16/2019	76374	76374	\$543.65
10/16/2019	74031	74031	(\$15.25)
	76060	76060	(\$358.00)
10/16/2019	76375	76390	\$6,960.09
10/21/2019	76397	76397	\$2,576.80
10/21/2019	76398	76399	\$72,211.38
10/21/2019	76400	76400	\$2,745.00
10/23/2019	76401	76421	\$298,224.01
10/23/2019	76422	76440	\$700,345.11
10/23/2019	76441	76443	\$303.00
10/23/2019	76444	76464	\$1,170,452.38
10/23/2019	76465	76475	\$1,769.05
10/30/2019	76476	76506	\$320,352.56
10/30/2019	76507	76543	\$754.85
10/30/2019	76544	76565	\$25,201.18
10/30/2019	76566	76575	\$185,306.41
10/31/2019	66506	66506	(\$12.00)
	67729	67789	(\$68.98)
	67883	67883	(\$159.00)
	68465	68466	(\$20.25)
11/6/2019	76586	76614	\$134,276.74
11/6/2019	76615	76659	\$1,970.51
11/6/2019	76660	76680	\$84,126.72
11/7/2019	76681	76684	\$7,868.59
			<u>\$3,679,788.34</u>

Approved By: City Manager **DT**

City Attorney **MK**

CITY COUNCIL AGENDA ITEM

CITY OF SHORELINE, WASHINGTON

AGENDA TITLE:	Authorizing the City Manager to Execute a Contract with Stewart, MacNichols, Harmell, Inc., PS for Public Defense Services Through December 31, 2024 in an Amount Not to Exceed \$1,403,440
DEPARTMENT:	City Manager's Office
PRESENTED BY:	Christina Arcidy, Management Analyst
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 of Shoreline is required by state law to provide criminal justice services for misdemeanor and gross misdemeanor offenses and must provide public defense services to those defendants unable to afford private representation. Public defense attorneys must be present at all criminal hearings, motions, and trials that occur at the Shoreline Courthouse.

The City's current public defense contract began on January 1, 2014 and expires on December 31, 2019. To award the new contract, the City issued a request for proposals (RFP) on July 22, 2019 and received one proposal in response from the firm of Stewart, MacNichols, Harmell, Inc., P.S. This firm has provided public defense services for the City for the previous five years.

The contract for Council consideration is for in-custody and primary public defense services beginning January 1, 2020. The proposed contract term is for five years unless terminated sooner according to the contract's provisions. Tonight, staff is seeking Council authorization for the City Manager to enter into this new contract for public defense services.

RESOURCE/FINANCIAL IMPACT:

The 2019-2020 public defense budget is \$666,118, with the in-custody and primary public defense services accounting for \$303,059 annually. The contract calls for the City to provide a base rate of compensation of \$18,500 per month (not to exceed \$222,000 per year), plus costs for Community Court (not to exceed \$39,000 per year) and other additional services (estimated at no more than \$5,000 per year). After 2020, additional contract years covering 2021-2024 will be inflated by 90% of the June to June Seattle-Tacoma Area CPI-U. Given this estimated cost, the five year contract do not exceed amount is \$1,403,440.

RECOMMENDATION

Staff recommends that Council authorize the City Manager to execute the contract in an amount not to exceed \$1,403,440 with Stewart, MacNichols, Harmell, Inc., PS for public defense services for 2020-2024.

Approved By: City Manager ***DT*** City Attorney ***MK***

BACKGROUND

Cities in the State of Washington are required by [RCW 39.34.180](#) to provide criminal justice services for misdemeanor and gross misdemeanor offenses committed by adults. This includes jail, court, prosecution, and public defense services. Shoreline contracts with external partners to form the City's criminal justice system, including public defense for individuals unable to afford private representation. Indigent defendants must receive representation at all criminal hearings, motions, and trials that occur at the Shoreline Courthouse.

Indigency is determined by the King County Public Defender's Office, which the City contracts with through 2023. Defendants are determined to be indigent, nearly indigent (can contribute towards defense), or not indigent. During a defendant's arraignment, which is when a defendant is advised of the charges brought against them, they are appointed an attorney if they have been deemed indigent or nearly indigent.

Since incorporation, services provided to indigent defendants by the City's contracted public defense firm include preparing for and attending all hearings; preparing and advising on pleas; conducting research; reviewing discovery materials; attending bench and jury trials; and post-conviction review hearings. Over time, the City has increased the public defense services it provides defendants to be aligned with best practices and the [Criminal Rules for Courts of Limited Jurisdiction](#).

The Schlotzhauer Law Group provided primary public defense services on behalf of the City from incorporation until 2014. The firm of Stewart, MacNichols, and Harmell, P.S., Inc. then began providing this service in 2015 under the City's current five year public defense contract. Upon executing this contract with Stewart, MacNichols, Harmell, staff added representation at out-of-custody arraignments which had previously not been available to indigent defendants.

In-custody public defense services and conflict public defense services have been provided by a variety of different attorneys over the years. In 2017, the Stewart, MacNichols, Harmell contract was expanded to include in-custody public defense services after the City terminated its contract with Theresa and Phillip Griffin. The City currently contracts with the Law Office of Christian W. Smith for conflict public defense services through December 31, 2022.

DISCUSSION

As the City's current public defense contract will conclude at the end of 2019, the contract for Council consideration is for in-custody and primary public defense services beginning January 1, 2020.

Request for Proposals

The City's purchasing ordinance requires that a competitive bid process be used if the cumulative cost of a contract exceeds \$50,000 in one year. The City issued a request

for proposals (RFP) on July 22, 2019 with a due date of August 26, 2019 for this service and received one proposal from a public defense firm. The City had previously responded to several public disclosure requests in the preceding year from public defense firms interested in this contract, however none of those firms submitted a bid.

The proposal was evaluated using the following criteria:

- Approach, including a work plan, an organization and staffing plan and a demonstration of ability to complete all work within an established budget and timeline;
- Related experience, including public defense services within the last three years and references;
- Expertise of the team that will provide the services; and
- Cost to perform the requested work.

While only one proposal was received, the evaluation team met to evaluate the proposal based on the above criteria. The following summarizes the findings:

- Approach: Provided methodology, work plan, project organization and staffing with resumes in sufficient detail to determine that the public defense approach is in accordance with best practices and will ensure defendants receive a high level of service from their attorney.
- Expertise: Assigned Lead Attorney and staff attorneys have more than five years of experience providing public defense services; Lead Attorney and firm has experience providing public defense services in an alternative court, such as drug court, mental health court, etc. and video court.
- Related experience: References provide examples of exemplary public defense services rendered, including alternative court and video court services.
- Cost: Met criteria.

Based on the evaluation, staff selected Stewart, MacNichols, Harmell, Inc., P.S. as the service provider. Staff is confident in the firm's ability to execute all the terms of the contract.

Proposed Contract

Following the selection of Stewart, MacNichols, Harmell, Inc., P.S. (Public Defender) as the preferred public defense firm, staff negotiated the contract with attached scope of work (Attachment A). The Public Defender shall perform the services outlined in accordance with the Standards for Indigent Defense previously adopted by the City in [Resolution No. 365](#).

Compensation:

The Public Defender will be compensated at a base rate of \$18,500 per month for the first 120 cases appointed per quarter up to initial resolution of matters assigned. Additional appointed cases above 120 per quarter will be billed at \$400.00 per case. Appeals will be billed at \$750 per appeal. Community Court will be billed at \$750 per half day calendar, not to exceed \$39,000 annually.

The City shall also pay for other expenses when reasonably incurred and approved by the Court, such as medical and psychiatric evaluations; expert witness fees and expenses; and investigation expenses, just to name a few. These are not expected to exceed \$5,000 in any given year. Given these expected and estimated expenses, costs are estimated at \$267,000 for the base year.

After 2020, additional contract years covering 2021-2024 will be inflated by 90% of the June to June Seattle-Tacoma Area CPI-U.

Contract Year	Estimated Base Compensation	Estimated Additional Services Costs	Total Annual Estimated Contract Costs
2020	\$222,000 (\$18,500 month x 12 months)	\$45,000	\$267,000
2021	\$227,550 (\$18,500 x 2.5% inflator x 12 months)	\$46,125 (\$45,000 x 2.5% estimate cost inflator)	\$273,675
2022	\$233,239 (\$18,963 x 2.5% inflator x 12 months)	\$47,278 (\$46,125 x 2.5% cost inflator)	\$280,517
2023	\$239,070 (\$19,437 x 2.5% x 12 months)	\$48,460 (\$47,278 x 2.5% cost inflator)	\$287,530
2024	\$245,046 (\$19,922 x 2.5% inflator x 12 months)	\$49,672 (\$48,460 x 2.5% inflator)	\$294,718
Estimated Total	\$1,166,905	\$236,535	\$1,403,440

Table 1: Estimated 5-Year Contract Compensation for In-Custody & Primary Public Defense Services

Term:

The term of the contract, scheduled to begin on January 1, 2020, is for five years. Council authorization of the contract would provide enough funding for the full contract term.

Conference and Reporting Requirements:

The Public Defender is required to give regular reports to the City and meet with the City's representative (CMO Management Analyst) regularly to discuss contracting requirements. Specifically, the Public Defender must complete:

- Reports showing newly appointed client name, client offense(s), case number, as well as case outcomes for cases in which a disposition has been reached submitted with monthly billings;
- Quarterly Conferences with the City's representative to review performance, develop and monitor performance benchmarks, review issues of common concern and review of quarterly caseload documents/records;
- District Court- or City-initiated meetings to review, revise or enhance the operating performance of judicial functions; and
- End of annual term conference with the City's representative.

Twenty-Four Hour Telephone Access:

The Public Defender provides the City of Shoreline Police Department a telephone number for an attorney to be reached for “critical stage” advice to indigent defendants during the course of police investigations and/or arrest 24 hours each day.

Schedule:

Public defense services must be available on a regular basis at the South Correctional Entity (SCORE) Regional Jail and King County District Court, West Division, Shoreline Courthouse (“Shoreline Courthouse”). The in-custody calendar at SCORE takes place five days per week, Monday through Friday, and begins at 3:00 pm. The Shoreline arraignment calendar is on Mondays and begins at 8:45 am and runs for approximately two hours. The City’s regular court calendar at the Shoreline Courthouse occurs on Tuesdays and Thursdays beginning at 8:45 am. Public defense attorneys must also be available on the third Wednesday of every month at 1:30 pm at the Shoreline Courthouse for jury selection, and every day the following week if a jury trial occurs.

The City’s public defense contractor will also be required at Shoreline Community Court, beginning in January 2020 and occurring weekly in the Council Chambers and lobby at City Hall on Tuesdays at 2:00 pm. The Public Defense attorneys will be present from 12:00 pm to 5:00 pm on Tuesdays for Community Court proceedings as well as District Court-initiated meetings to review, revise, or enhance the operating performance of the Court.

City of Shoreline Public Defender Schedule				
Monday	Tuesday	Wednesday	Thursday	Friday
SCORE – In Custody				
3:00 p.m.	3:00 p.m.	3:00 p.m.	3:00 p.m.	3:00 p.m.
Shoreline Courthouse				
8:45 a.m. – 10:45 a.m. (arraignment)	8:45 a.m. – 12:00 p.m. (regular)	1:30 – 4:00 p.m. (jury call, 3 rd Wed. only)	8:45 a.m. – 4:00 p.m. (regular)	
1:30 – 4:00 p.m. (regular)				
Shoreline City Hall – Community Court				
	12:30 – 4:00 p.m.			
Shoreline Courthouse – Jury Trials (4th week of the month)				
8:45 a.m. – 4:00 p.m.	8:45 a.m. – 4:00 p.m.	8:45 a.m. – 4:00 p.m.	8:45 a.m. – 4:00 p.m.	8:45 a.m. – 4:00 p.m.

Table 2: City of Shoreline Public Defender Schedule

Compliance with Standards for Indigent Defense

The proposed contract also covers all aspects of the Washington State Bar Association's Standards for Indigent Defense. The Council adopted by reference the Bar Association's Standards on November 3, 2014. The standards include a number of provisions focused on ensuring high-quality public defense, including:

- Annual caseload limits;
- Use of investigative services;
- Adequate support services and personnel to ensure effective performance;
- Maintaining a case-reporting and management information system; and
- Continuing legal education and training requirements for attorneys.

RESOURCE/FINANCIAL IMPACT

The 2019-2020 public defense budget is \$666,118, with the in-custody and primary public defense services accounting for \$303,059 annually. The contract calls for the City to provide a base rate of compensation of \$18,500 per month (not to exceed \$222,000 per year), plus costs for Community Court (not to exceed \$39,000 per year) and other additional services (estimated at no more than \$5,000 per year). After 2020, additional contract years covering 2021-2024 will be inflated by 90% of the June to June Seattle-Tacoma Area CPI-U. Given this estimated cost, the five year contract do not exceed amount is \$1,403,440.

RECOMMENDATION

Staff recommends that Council authorize the City Manager to execute the contract in an amount not to exceed \$1,403,440 with Stewart, MacNichols, Harmell, Inc., PS for public defense services for 2020-2024.

ATTACHMENT

Attachment A – Scope of Work with Stewart, MacNichols, Harmell, Inc., PS for Public Defense Services

EXHIBIT A SCOPE OF WORK

The Public Defender shall provide effective legal representation for indigent or nearly indigent individuals charged with misdemeanor or gross misdemeanor offenses by the City of Shoreline's prosecuting attorney. The court assigns cases after the King County Office of Public Defense completes screening for indigence. The Scope of Work includes indigent defense services for both in- and out-of-custody defendants and other related services and tasks.

Legal representation shall be available on a regular basis for the City's in-custody defendants at probable cause and release hearings, including defendants booked on both new criminal charges and on warrants Monday through Friday at the South Correctional Entity (SCORE) Jail. From time to time, the Public Defender may need to be available to appear at and King County Correctional Facility (KCCF).

Legal representation shall be available on a regular basis at the King County District Court, West Division, Shoreline Courthouse ("Shoreline Courthouse") located at 18050 Meridian Avenue North in Shoreline, WA.

Legal representation for the Community Court calendar shall be available on a regular basis at City Hall ("City Hall") located at 17500 Midvale Ave North in Shoreline, WA.

The Public Defender will provide an adequate number of defense counsel to efficiently manage the court calendar, whether at the Shoreline Courthouse or City Hall, in a manner which avoids unnecessary delays in completing the calendar, or unnecessary periods in custody and complies with the Supreme Court's Standards for Indigent Defense regarding case load limits.

As set forth in the Table below, the City's calendar is as follows:

The City's in-custody calendar at SCORE is held five (5) days a week, Monday through Friday, and begins at 3:00 p.m. The City's arraignment calendar day is on Mondays and runs for approximately two (2) hours beginning at 8:45 a.m.

The City's regular court calendar days are Mondays (1:30 p.m.), Tuesdays (8:45 a.m.), and Thursdays (8:45 a.m.) at the Shoreline Courthouse. Jury trials are typically held on the fourth week of the month. Legal representation must also be available on the third Wednesday of each month at 1:30 p.m. at the Shoreline Courthouse for the Shoreline Jury Call calendar.

Community Court is regularly held at City Hall on Tuesdays (12:30 p.m.).

City of Shoreline Public Defender Schedule				
Monday	Tuesday	Wednesday	Thursday	Friday
SCORE – In Custody				
3:00 p.m.	3:00 p.m.	3:00 p.m.	3:00 p.m.	3:00 p.m.
Shoreline Courthouse				
8:45 a.m. – 10:45 a.m. (arraignment) 1:30 – 4:00 p.m. (regular)	8:45 a.m. – 12:00 p.m. (regular)	1:30 – 4:00 p.m. (jury call, 3 rd Wed. only)	8:45 a.m. – 4:00 p.m. (regular)	
Shoreline City Hall				
	12:30 – 4:00 p.m. (Comm. Court)			
Shoreline Courthouse – Jury Trials (4th week of the month)				
8:45 a.m. – 4:00 p.m.	8:45 a.m. – 4:00 p.m.	8:45 a.m. – 4:00 p.m.	8:45 a.m. – 4:00 p.m.	8:45 a.m. – 4:00 p.m.

1. Scope of Work

The Scope of Work includes:

- Arranging pre-hearing conferences
- Appearance at all arraignment calendars
- Attending hearings
- Preparation and negotiation of pre-trial hearings
- Motion hearings
- Readiness hearings
- Preparing pleas and pleadings
- Counseling clients
- Conducting research
- Reviewing discovery materials
- Scheduling and preparing for trials
- Attending bench and jury trials
- Post-conviction review hearings
- Other work essential to providing ordinary legal representation for the accused from receipt of Order Appointing Counsel
- Representation for out-of-custody arraignment hearings, including:
 - Counseling clients
 - Reviewing discovery materials
 - Attending arraignment hearings
 - Other work essential to providing ordinary legal representation for arraignment hearings

2. Other Requirements

A. Conference and Reporting Requirements.

- Reports showing newly appointed client name, client offense(s), case number, as well as case outcomes for cases in which a disposition has been reached submitted with monthly billings.

- Quarterly Conferences with the City’s representative to review performance, develop and monitor performance benchmarks, review issues of common concern and review of quarterly caseload documents/records including:
 - the number of cases assigned during the period
 - the disposition of cases assigned indicating the number of cases dismissed, the number of cases in which charges were reduced, the number of cases tried, and the number of cases disposed of by plea
 - the number of cases in which a motion was brought with the Court as well as cases in which a motion was filed with the prosecutor and a reduced sentence or dismissal was negotiated
 - the number of cases in which an investigator was utilized
 - the number and type of criminal cases handled outside of this contract by the specific attorneys who are assigned cases under this contract (including cases assigned by another public entity); and
 - the percentage of practice of the attorney’s assigned cases under this contract spent on civil or other non criminal matters.
- District Court- or City-initiated meetings to review, revise or enhance the operating performance of judicial functions
- End of annual term conference with the City’s representative

B. Sufficient Counsel.

Sufficient counsel shall be provided to represent indigent defendants during periods when the Public Defender takes leave for vacation and illness, or is otherwise unavailable.

C. Twenty-Four Hour Telephone Access.

The Public Defender shall provide to the City of Shoreline Police Department the telephone number(s) at which an attorney may be reached for “critical stage” advice to indigent defendants during the course of police investigations and/or arrest twenty-four (24) hours each day.

D. Associated Counsel.

- i. Any counsel associated with, contracted or employed by the Public Defender shall have the authority to perform the services set forth in this Scope of Work. The Public Defender and all associates or attorneys who perform the services set forth in this Agreement shall be admitted to the practice pursuant to the rules of the Supreme Court of the State of Washington and will at all times remain members in good standing of the Washington State Bar.
- ii. The Public Defender shall be responsible for this Agreement, notwithstanding that other counsel may be employed or associated by the Public Defender to perform services hereunder. The Public Defender shall actively supervise associated and employed counsel throughout the term of this Agreement and during any renewals or extensions, to ensure that all cases are promptly and effectively handled from the time of appointment until the conclusion of the Public Defender’s representation of assigned clients.

E. Attorney Conflict.

In the event that the Public Defender is prevented from representing any defendant by presence of a conflict of interest, as under Washington’s Rules of Professional Conduct, the defendant shall be referred back to the City for further assignment, without cost to the Public Defender.

F. Introduction to Clients.

The Public Defender will also provide at its expense an introduction letter to each client at the beginning of legal representation. This letter will advise the client of his/her responsibilities, how to contact the attorney assigned to the case and when to do so.

G. Discovery Provided.

The City shall provide to the Public Defender, at no cost to the Public Defender or defendant, one copy of all discoverable material concerning each assigned case. This material shall include, where relevant, a copy of the abstract of the defendant's driving record.

H. Code Provided.

Within thirty (30) days written request of the Public Defender, the City shall provide to the Public Defender at no cost to the Public Defender, a copy of the Shoreline Municipal Code and any amendments to the Code Adopted during the term of this Agreement.

I. Case Load Limits.

The Shoreline City Council has elected to not weight misdemeanor cases and therefore has not adopted and published written policies and procedures to implement a numerical case-weighting system to count cases. Cases will be counted according to the Washington State Bar's Standards for Indigent Defense which states that the caseload of a full-time public defense attorney should not exceed 400 misdemeanor cases per attorney per year if the jurisdiction has not adopted a case weighting policy.

J. Transfer of Caseload.

Upon conclusion of the Public Defender's contractual relationship with the City, to the extent the client can be adequately represented, all cases assigned prior to the Agreement term expiration, including those which have not reached resolution, initial or otherwise, shall be transferred to the new service provider as efficiently and practicably as possible, and within the guidelines and restrictions of the Rules of Professional Conduct. Cases in progress at the Agreement expiration or termination will be compensated at one hundred-forty dollars (\$140.00) per hour until completed or transferred to the new service provider, whichever is most efficient and simultaneously allows for the protection of the rights of the accused.

3. Billing and Consultation

Monthly billings will be prepared ten (10) working days after the end of each calendar month using the City's Service Contract Exhibit B – Billing Voucher

In addition to the billing voucher identified in Section 2.b. of the Agreement and in the form set forth in Exhibit B, the Public Defender also agrees to:

- Quarterly phone discussions with the City's contract manager, if initiated by the contract manager, to review the number of public defense cases, overall performance of the Agreement, and issues of common concern and review of quarterly caseload documents/records
- Attendance at King County District Court – Shoreline Courthouse - or City initiated meetings to address any ad hoc or ongoing issues or concerns with public defense cases or Court operations, if necessary.
- In-person discussion with the City's contract manager, if initiated by the contract manager, at the end of each annual term of the Agreement to discuss any issues with the Agreement or services provided over the preceding year.

4. Compensation

Compensation for these services shall be the sum of:

- A. For the period between January 1, 2020 and December 31, 2020, a fixed rate of eighteen thousand five hundred dollars (\$18,500) per month for the provision of all services in this Scope of Work, up to initial resolution of matters assigned. The \$18,500.00 per month shall provide attorney services for the first 120 cases appointed per quarter. Additional appointed cases above 120 per quarter will be billed at \$400.00 per case. RALJ appeals will be billed at \$750.00 per appeal. Community Court will be billed at \$750.00 per half day calendar, not to exceed \$39,000. Billing for cases above 120 per quarter will be included with the April 2020, July 2020, October 2020 and January 2020 bills submitted by Public Defender.
- B. The City shall pay for the following case expenses when reasonably incurred and approved by the Court from funds available for that purpose
 - i. Non-routine case expenses requested by the Public Defender and preauthorized by order of the Court. Unless the services are performed by Public Defender's staff or subcontractors, non-routine expenses may include, but shall not be limited to:
 - a. medical and psychiatric evaluations;
 - b. expert witness fees and expenses;
 - c. investigation expenses;
 - d. direct costs transcribing court hearings;
 - e. record costs, including, but not limited to medical, school, 911, and similar records;
 - f. service of process;
 - g. interpreters for attorney/client communication, including use of the language line;
 - h. polygraph, forensic, and other scientific tests; and
 - i. any other non-routine expenses the Court finds necessary and proper for the investigation, preparation, and presentation of a case. In the event any expense is found by the Court to be outside of its authority to approve, the Public Defender may apply to the Contract Administrator for approval, such approval not to be unreasonably withheld.
 - ii. Lay witness fees and mileage incurred in bringing defense witnesses to court.
- C. If notice of termination of this Agreement is not sent 30 days prior to the end of the current term, the monthly fixed compensation rate and the additional services 'do not exceed' amount for the terms beyond 2020, if executed, will be inflated annually by 90% of the June to June Seattle-Tacoma-Bremerton area Consumer Price Index (CPI-U).

CITY COUNCIL AGENDA ITEM

CITY OF SHORELINE, WASHINGTON

AGENDA TITLE:	Motion to Authorize the City Manager to Sign the Interlocal Agreement between the SCORE Jail and the City of Shoreline for Jail Services through December 31, 2024
DEPARTMENT:	City Manager's Office
PRESENTED BY:	Christina Arcidy, Management Analyst
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:

Shoreline's first five-year agreement with South Correctional Entity (SCORE) Jail to house Shoreline's misdemeanor defendant population expires at the end of 2019. Given the forthcoming end to the City's current jail agreement, staff analyzed alternative possibilities for the primary facility to house Shoreline's inmate population. The outcome of this analysis is that staff recommends that the City continue to contract with SCORE for primary jail services. The City will also continue to contract with King County Correctional Facility (KCCF) when inmates are booked on other jurisdiction's warrants, are being held by multiple jurisdictions, or need intensive mental health services through 2020. The City will also continue to contract with Yakima County Corrections for sentenced inmates through 2022.

Staff found that SCORE continues to offer the most efficient and least expensive option for inmate housing services. Tonight, staff is seeking Council authorization for the City Manager to enter into a new five-year Interlocal Agreement with SCORE (Attachment A) for 2020-2024.

RESOURCE/FINANCIAL IMPACT:

The 2019-2020 jail budget is \$4 million, with SCORE's interlocal agreement accounting for about \$2.4 million, or \$1.2 million annually. The proposed interlocal agreement is for \$1 million annually, or \$5 million for the five-year agreement.

RECOMMENDATION

Staff recommends that Council authorize the City Manager to enter into the 2020-2024 Interlocal Agreement with SCORE Jail for inmate housing services.

Approved By: City Manager **DT** City Attorney **MK**

BACKGROUND

The City of Shoreline is required by law to arrange for the booking and housing of its misdemeanor population. Since the City does not own or operate our own municipal jail, we contract for that service. The City solely contracted with the King County Jail for a number of years after incorporation until 2002, when King County's jail projections identified they would run out of space for municipal prisoners by 2008. To manage their jail space, King County asked cities to find alternatives to the King County jail in the interim and to figure out their own long term solutions for after 2008.

Beginning in 2005, the City was part of a King County cities coalition that jointly contracted with Issaquah Municipal Jail (as the drop off point) and the Yakima County Jail to house inmates while looking at long term options. The City used Issaquah as the primary booking facility and guaranteed 18 beds at Yakima County for longer term misdemeanants (both pre- and post-trial). The City also continued a no minimum bed agreement with the King County Jail as the backup booking facility to book warrants from other jurisdictions and to book some prisoners that could not be booked at the Issaquah Jail (prisoners with significant medical and mental health issues).

As a response to King County's request, several south King County cities decided to form their own entity and build a municipal jail to house their misdemeanants. This effort lead to the South Correctional Entity (SCORE) jail facility. The remaining larger cities in King County formed the North East Cities (NEC) coalition to determine long-term jail options. The NEC, which included the City of Shoreline and the City of Seattle among other cities, conducted an extensive jail siting process to house misdemeanants for all NEC members. The NEC siting process concluded that siting, building and operating a misdemeanor facility is prohibitively expensive. As the largest NEC city, Seattle signed a long-term agreement with King County (through 2030) to book and house their misdemeanor prisoners with King County and to contribute capital dollars to expanding the Norm Maleng Regional Justice Center (MRJC) in Kent if/when the need arises. All King County cities were offered the same agreement. Shoreline determined solely utilizing King County was not financially feasible in the long term, despite slightly lower booking/bed rates for guaranteeing beds long term.

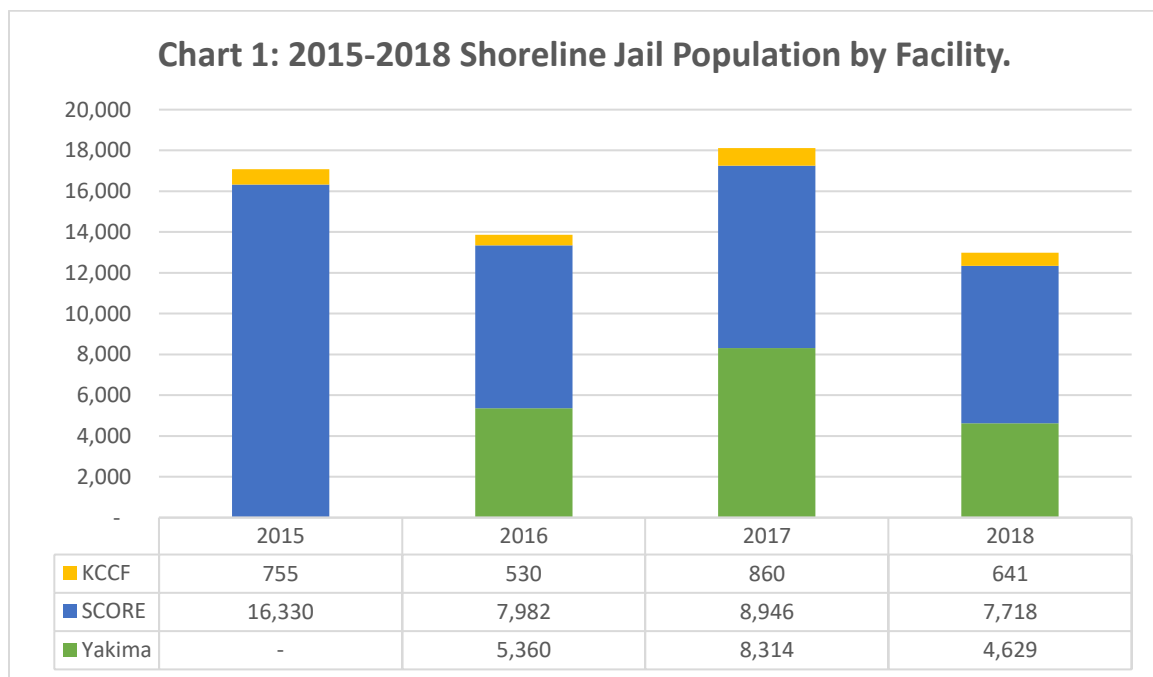
Shoreline explored other contracting options, such as SCORE and Snohomish County, and in 2010, signed a no minimum bed agreement with Snohomish County through 2016 to be the City's primary booking facility. The City opted to continue a no minimum bed agreement with King County as a backup facility and extended that agreement through 2020 to have the option to 'buy in' at the time King County decides to expand their facilities as a potential long-term solution, if expansion occurs.

From 2010 through the first quarter of 2014, Shoreline booked all City misdemeanor defendants into the Snohomish County Jail, using the King County Jail primarily as a backup and for warrants booked by other jurisdictions. Both agreements were a 'no bed minimum contract', meaning Shoreline used beds on a space available basis.

Before the end of the interlocal agreement, Snohomish County terminated the agreement due to their projections that they would run out of jail space. Shoreline explored other contracting options, such as booking and housing at King County, and determined SCORE would be the least costly alternative if it were to be used to book and house the City's inmates. The City signed an interlocal agreement with SCORE in 2014, which expires on December 31, 2019. The City now needs to enter into a new jail services agreement for housing the City's misdemeanor defendant population.

ALTERNATIVES ANALYSIS

Shoreline's need for jail services changes from year to year and is outside of the City's control. The number of crimes committed, discretion of responding officer, minimum charging requirements, judge discretion as well as an individual's ability to make bond all effect the number of days an individual is in jail. Chart 1 below shows jail bed days used by inmate housing facility over the last four years.



Similarly, the cost for inmate housing services fluctuates due to the number of jail days used and which inmate housing facility is used. Table 1 below shows jail costs by inmate housing facility over the last four years.

	2015	2016	2017	2018
KCCF	\$110,721	\$79,723	\$155,927	\$121,220
SCORE	\$1,584,010	\$838,110	\$973,146	\$926,160
Yakima	NA	\$293,460	\$475,532	\$277,046
Total	\$1,694,731	\$1,211,293	\$1,604,605	\$1,324,426

Table 1: 2015-2018 Shoreline Jail Costs by Facility.

Criteria for Analyzing Inmate Housing Options

Shoreline's historic contracting for inmate housing has fluctuated due to inmate housing facility capacity and costs. When analyzing options for the next five-year period, staff looked at cost, availability of video conferencing with King County District Court (KCDC), location, facility capacity, and Shoreline's prior experience with the facility.

- *Cost* was analyzed by reviewing booking fees, daily bed rates, and daily bed rates for higher needs inmates, as well as any other fees or costs the City may incur.
- *Video conferencing with King County District Court* is currently used Monday-Friday for in-custody defendants and is a technology the City may expand in the future to decrease costs of transporting in-custody defendants, where acceptable.
- *Location* considers the time Police need to transport inmates for booking or court appearances, as well as the ability for in-person visitation by family members or attorneys.
- *Capacity* relates to the bed availability of the facility to determine if the agency would terminate the agreement early due to lack of capacity.
- *Prior experience* considers logistical or other issues that should be studied when considering a new or expanded agreement with the following providers, since Shoreline has prior experience with all of them due to the limited inmate housing providers.

Inmate Housing Options Analysis

Staff analyzed multiple inmate housing solutions, including maintaining the status quo, as outlined below. Each option includes its feasibility based on the staff analysis. A one-page summary of the analysis can be found in Attachment B: Pre-Sentencing Shoreline Jail Options.

Option 1: Status Quo/In County Contracting – SCORE

The City currently contracts with SCORE for 20 guaranteed beds per day. Once Shoreline exceeds 20, the General Population Rate increases to \$184 per day. The "guaranteed bed rate" means the City pays for 20 beds per day even if the City uses less. At this time, it is unlikely that a City inmate would be turned away due to lack of facility availability.

- *Cost*: SCORE recently completed a cost recovery study to determine if their model is sustainable. The study revealed that the costs for housing inmates with medical and mental health needs were much higher than originally anticipated. The 2020 fee adjustment takes these costs into account and are aligned with the costs the City has seen at other inmate housing facilities in the region.

Fee Type	2019 Fee	2020 Fee	Increase (\$)	Increase (%)
Booking Fee	\$0	\$0	\$0	0%
Housing Assignment				
General Population	\$124.00	\$128.00	\$4.00	3.23%
Medical and Specialty	\$174.00	\$217.00	\$43.00	24.71%
Mental Health	\$174.00	\$278.00	\$104.00	59.77%
Video Court				
Video Court Fee	\$0	\$0	\$0	0%

Table 2: SCORE Jail 2019/2020 Fee Comparison.

Staff completed a retroactive review of 24 months of SCORE Jail billing using the years 2017 and 2018 (the last two years we have complete data) to determine the cost increase the City can expect with the 2020 fees, since the medical fee increased almost 25% and the acute mental health fee increased almost 60%. Based on staff's analysis, costs would increase by about 17% or \$170,000 annually.

- *Video conferencing:* SCORE currently has video conferencing into KCDC and can expand the amount of time the City of Shoreline uses it at our request.
- *Location:* SCORE is located in Des Moines, 27 miles from Shoreline City Hall. It takes about 60 minutes in regular afternoon rush hour traffic to travel from the Shoreline Police Station at City Hall to SCORE.
- *Capacity:* SCORE has a capacity of 802 inmates and they are not near capacity at this time.
- *Prior experience:* SCORE opened in 2011 has been the City's primary inmate housing facility since 2014. There have been no concerns with inmate safety or housing. According to Police, interactions with jail staff have gone well when officers are there for jail transport. Inmates or their families have not had any concerns regarding conditions or treatment of inmates while in custody at SCORE. The City's public defense firm has not had any concerns with contacting inmates or using the jail's video conferencing for the in-custody calendars. The City receives the expected level of service from SCORE and has not had any contracting issues during the term of the expiring agreement.
- *Feasibility:* This is a feasible option that can be implemented with no break in service delivery.

Option 2: In County Contracting – SCORE, Lower Guaranteed Bed Rate to 15

Shoreline contracts with King County District Court to provide its municipal court services. There has been a change in judicial philosophy, which has resulted in less jail time for defendants. Staff analyzed if there would be a significant reduction in cost to contract with SCORE for 15 guaranteed beds per day instead of our current agreement of 20 guaranteed beds per day. Staff compared the average daily population for 2017, 2018, and the first six months of 2019 to determine if the annual costs would increase, stay the same, or decrease if we decreased the number of guaranteed beds from 20 to 15. The analysis determined there would be a cost reduction of \$200,000 expected if we reduced the daily bed rate from 20 to 15 without the City negotiating the guaranteed

daily bed rate until the daily inmate population exceeds 35%, which is no longer offered to contracted cities.

- *Feasibility:* This is a feasible option that can be implemented with no break in service delivery.

Option 3: In County Contracting – King County Corrections Facility (KCCF)

The City has a no minimum bed agreement with the KCCF as the backup booking facility to book warrants from other jurisdictions and to book some inmates that cannot be booked into SCORE. KCCF can take most medically fragile and acute psychiatric inmates. If KCCF is unable to take these inmates, they would be guarded in an in-patient hospital setting until being able to be released to KCCF.

- *Cost:* Location and intensive inmate services account for the comparatively high costs at KCCF. There is also a one-time book fee.

Fee Type	2019 Fee	2020 Fee	Increase (\$)	Increase (%)
Booking Fee	\$140.87	\$144.96	\$4.09	2.90%
Housing Assignment				
General Population	\$192.76	\$202.75	\$9.99	5.18%
Medical and Specialty	\$289.97	\$302.73	\$12.76	4.40%
Mental Health	\$240.11	\$247.07	\$6.96	2.90%
Video Court				
Video Court Fee	\$0	\$0	\$0	0%

Table 3: KCCF 2019/2020 Fee Comparison.

- *Video conferencing:* KCCF has video conferencing into KCDC available.
- *Location:* KCCF is located in downtown Seattle, 11.5 miles from Shoreline City Hall. It takes about 35 minutes in regular afternoon rush hour traffic to travel from the Shoreline Police Station at City Hall to KCCF.
- *Capacity:* KCCF currently has capacity for our current jail population.
- *Prior experience:* KCCF has been inconsistent in its ability to house city inmate populations due to the priority to provide first for King County inmates. KCCF also has an agreement with the City of Seattle to house Seattle's misdemeanor populations, which is substantially larger than Shoreline's.
- *Feasibility:* This is a feasible option. It would require Council to increase the jail budget and for the City to spend time amending the current agreement with KCCF. It probably could not be implemented by the end of the current SCORE agreement, therefore the City would need to extend the current agreement with SCORE for a period of time (possibly up to a year) to ensure there is no break in service delivery.

Option 4: Out of County Contracting – Yakima Corrections

The City contracts with Yakima Corrections to house inmates post sentencing when sentences are for more than three (3) days. Inmates sentenced for three days or less are housed at SCORE. If we were to expand to have Yakima as the primary housing for all inmates, we would still need an agreement with SCORE so that inmates could be

booked locally and then sent to the Yakima on the regular transport bus between Yakima and SCORE.

- **Cost:** Yakima is significantly cheaper than other options for the City and does not have a booking fee.

Fee Type	2019 Fee	2020 Fee	Increase (\$)	Increase (%)
Booking Fee	\$0	\$0	\$0	0%
Housing Assignment				
General Population	\$63.65	\$67.50	\$3.85	6.05%
Medical and Specialty	\$98.35	\$105.25	\$6.90	7.02%
Mental Health	\$98.35	\$105.25	\$6.72	6.82%
Video Court				
Video Court Fee	NA	NA	NA	NA

Table 4: Yakima Jail 2019/2020 Fee Comparison.

- **Video conferencing:** Yakima does not currently have video conferencing into KCDC, but has had it in the past. It would be possible for this to be set up and there would be a fee associated with using it.
- **Location:** Yakima Corrections is located in Yakima, 153 miles from Shoreline City Hall. It takes about 2 hours and 40 minutes in regular afternoon rush hour traffic to travel from the Shoreline Police Station at City Hall to Yakima Corrections. As noted above, booking of inmates would occur at SCORE, and then they would be transported to Yakima using the bus transported service operated by the Yakima County Jail.
- **Capacity:** Yakima may be reducing bed space in the coming year. They are about to undergo a study looking at the needs of the jail, courthouse, and Sheriff's Office. The hope is to build a new jail within the next six to 10 years. Yakima was unable to share if they would be able to accept more inmates from the City at this time.
- **Feasibility:** While this is a feasible option, the option presents considerable risk since Yakima may be reducing their bed space in the coming year. If the City wanted to explore this route further, it would require the City amending the current agreement with Yakima. It probably could not be implemented by the end of the current SCORE agreement, so the City would need to extend the current agreement with SCORE for a period of time (possibly up to a year) to ensure there is no break in service delivery. The City would also need to determine how to adjust transport of inmates and Yakima would need to set up video conferencing with King County District Court. There may not be as much of a cost savings once those are accounted for in the change.

Option 5: Out of County Contracting – Snohomish Jail

- **Cost:** The following table summarizes the Snohomish Jail rates:

Fee Type	2019 Fee	2020 Fee	Increase (\$)	Increase (%)
Booking Fee	\$125.06	\$126.97	\$1.91	1.53%
Housing Assignment				
General Population	\$101.69	\$103.25	\$1.56	1.53%
Medical and Specialty	\$160.13	\$162.58	\$2.45	1.53%
Mental Health	\$242.79	\$246.50	\$3.71	1.53%
Video Court				
Video Court Fee	\$196.29	\$199.29	\$3.00	1.53%

Table 5: Snohomish Jail 2019/2020 Fee Comparison.

- *Video conferencing:* Snohomish Jail has video conferencing into KCDC available. It charges an additional fee of \$199.29 for the use of video conferencing for court.
- *Location:* Snohomish Jail is located in Everett, 18 miles from Shoreline City Hall. It takes about 35 minutes in regular afternoon rush hour traffic to travel from the Shoreline Police Station at City Hall to Snohomish Jail.
- *Capacity:* Snohomish staff said they may consider taking new cities under contract depending on the average daily population of inmates.
- *Previous experience:* Staff has concerns about sending City inmates to Snohomish Jail after they ended the City's agreement abruptly in 2013, leaving the City scrambling to find an alternative. Around the same time, a U.S. Department of Justice review found the jail was understaffed, overcrowded and lacking proper guidelines for inmates with serious medical needs. There were eight deaths at the Snohomish County Jail from 2010 through 2013, some leading to legal claims accusing officials of denying inmates proper medical care.
- *Feasibility:* This option has a similar feasibility to Yakima, except the risks are Snohomish's ability to provide service for the length of the agreement and the level of service delivery provided to inmates.

Inmate Housing Analysis Results

After weighing the above analysis, staff recommends Option 2, which recommends continuing to contract with SCORE and lowering the guaranteed bed rate to 15. The recommendation is based on SCORE's consistent past and expected future service delivery to the City. SCORE is expected to have beds available for the life of the agreement, provides and can expand the City's use of video court at no extra cost, and offers inmates a variety of necessary services without needing to be transported to other more expensive medical or psychological facilities. For the types of services delivered and relative proximity to the Shoreline, the cost per jail bed is a reasonable value for the City.

DISCUSSION

In alignment with the analysis results above, tonight, staff is seeking Council authorization for the City Manager to enter into a new five-year Interlocal Agreement with SCORE (Attachment A), which would begin on January 1, 2020 and terminate on December 31, 2024. The proposed SCORE Interlocal Agreement includes a 15-bed

guarantee. This means the City would pay for 15 jail bed days regardless of whether or not they are used. If the City exceeds 15 beds on a given day, the City would pay a higher rate for those beds used. For 2020, the guaranteed bed rate will be \$128 per bed and non-guaranteed beds will be \$184 per bed. For July 2018 through June 2019, the last 12 months the City has data for, the average daily inmate population was 14. The City expects to pay about \$1 million per year, for a total of \$5 million over the length of the agreement.

The agreement terms and conditions are nearly the same as those of the prior agreement with some exceptions. SCORE is no longer offering to any of the contracted cities the guaranteed bed rate when cities exceed their guaranteed bed number by 25%. The new agreement language states that once cities go over the guaranteed number of daily beds, cities will pay the non-guaranteed bed rate for the additional beds used. Agreement language related to inmate deaths has been updated to include information related to investigations (the City may participate in the investigation) and disposition of the inmate's remains (the City may provide written instructions on how to handle the remains), which was not included in the previous agreement. Otherwise the terms and conditions of the previous and new agreement are nearly identical.

RESOURCE/FINANCIAL IMPACT

The 2019-2020 jail budget is \$4 million, with SCORE's interlocal agreement accounting for about \$2.4 million, or \$1.2 million annually. The proposed interlocal agreement is for \$1 million annually, or \$5 million for the five-year agreement.

RECOMMENDATION

Staff recommends that Council authorize the City Manager to enter into the 2020-2024 Interlocal Agreement with SCORE Jail for inmate housing services.

ATTACHMENTS

Attachment A – Interlocal Agreement with South Correctional Entity (SCORE) Jail
Attachment B – Pre-Sentencing Shoreline Jail Options

INTERLOCAL AGREEMENT FOR INMATE HOUSING

THIS INTERLOCAL AGREEMENT FOR INMATE HOUSING (hereinafter "Agreement") is made and entered into by and between the SOUTH CORRECTIONAL ENTITY, a governmental administrative agency formed pursuant to RCW 39.34.030(3) ("SCORE") and the City of Shoreline a [municipal corporation] organized under the laws of the State of Washington (hereinafter the "Contract Agency" together with SCORE, the "Parties" or individually a "Party").

RECITALS

WHEREAS, SCORE was formed by its Member Cities (as defined herein) as a governmental administrative agency pursuant to RCW 39.34.030(3) to operate and maintain a consolidated correctional facility located in the City of Des Moines (the "SCORE Facility") to serve the Member Cities and federal and state agencies and other local governments that contract with SCORE from time to time to provide correctional services essential to the preservation of the public health, safety and welfare; and

WHEREAS, the Contract Agency desires to transfer custody of certain inmates to SCORE to be housed at the SCORE Facility; and

WHEREAS, this Agreement is entered into by and between the Parties pursuant to chapters 39.34 and 70.48 RCW, which provide for interlocal agreements for sharing of correction/detention facilities between local governments;

In consideration of the mutual covenants, conditions, and promises contained herein, the Parties hereto mutually agree as follows:

SECTION 1. DEFINITIONS.

Terms defined in the recitals of this Agreement are incorporated herein as if fully set forth in this Agreement. Capitalized terms used herein shall have the following meanings. Terms not otherwise defined herein shall have the meanings set forth in the Interlocal Agreement.

Detainer means a legal order authorizing or commanding another agency a right to take custody of a person.

Commencement Date means January 1, 2020.

Contract Agency Inmate means a person or persons subject to the Contract Agency's custody who is transferred to SCORE's custody under this Agreement.

Daily Bed Rate means the daily rate Contract Agency is charged to occupy a general population bed, as set forth in Exhibit A.

Daily Surcharge Rates means any of the following special charges as defined in Exhibit A: Daily Surcharge Rates: Medical-Acute; Mental Health-Acute; and Mental Health-General Population.

Guaranteed Bed Rate means a reduced Daily Bed Rate - Guaranteed, as set forth in Exhibit A.

Inmate means a person or persons transferred to SCORE's custody to be housed at the SCORE Facility. The term "Inmates" includes Contract Agency Inmates.

Interlocal Agreement means the Amended and Restated SCORE Interlocal Agreement dated as of October 1, 2009, executed among the parties thereto for the purpose of forming SCORE, as it may be amended and restated from time to time.

Mental Health - Residential Beds means Inmates clinically determined by SCORE Health Services Provider, or its successor charged with the same duties, as needing ongoing mental health care services and specialized housing in SCORE's Mental Health - Residential Unit.

Medical – Acute Beds means an Inmate is clinically determined by SCORE Health Services Provider, or its successor charged with the same duties, as needing the level of medical services and housing provided in SCORE's medical clinic.

Mental Health – Acute Beds means an Inmate clinically determined by SCORE Health Services Provider, or its successor charged with the same duties, as needing the level of psychiatric services and specialized housing in SCORE's Mental Health - Acute Unit.

Member City has the meaning set forth in the Interlocal Agreement.

Non-Guaranteed Bed Rate means a higher Daily Bed Rate – Non-Guaranteed, as set forth in Exhibit A.

SCORE Facility means the correctional facility maintained and operated by SCORE known by 20817 17th Avenue South, Des Moines, WA 98198.

Termination Date means December 31, 2024.

SECTION 2. TERM.

This Agreement shall commence at 12:00 a.m. PST on the Commencement Date and terminate at 11:59 p.m. PST on the Termination Date, unless sooner terminated by either Party in accordance with this Agreement. This Agreement may be renewed for any successive period by written addendum under terms and conditions acceptable to the Parties.

SECTION 3. INMATE HOUSING AND SERVICES.

Subject to the terms of this Agreement, SCORE hereby agrees to accept Contract Agency Inmates and to provide housing, care, and custody of those Contract Agency Inmates pursuant to SCORE policies and procedures. Additional related services and associated fees, if any, to be provided to Contract Agency Inmates and/or the Contract Agency are listed in Exhibit A.

To the greatest extent permitted by law, SCORE shall have the right to refuse to accept an individual in custody of the Contract Agency or to return any Contract Agency Inmate to the Contract Agency for any reason, including but not limited to if, in the sole discretion of SCORE, such individual presents a substantial risk of escape, of injury to self or other persons or property, of adversely affecting or significantly disrupting the operations of the SCORE Facility, and/or has a medical illness or injury that makes housing such individual not in the best interest of SCORE or other Inmates as described in Exhibit D. Final acceptance of an individual based on illness or injury is determined upon approval of medical staff at the time of booking.

SECTION 4. COMPENSATION.

In consideration of SCORE's commitment to provide housing and related services for Contract Agency Inmates, the Contract Agency agrees to pay SCORE the fees and charges set forth in Exhibit A. Such fees and charges may include, but are not limited to, booking, daily bed rate, medical and specialty, mental health, transportation, security, other charges and/or negotiated fees.

SCORE may from time to time revise the fees and charges for housing and related services under this Agreement during the term of this Agreement. SCORE shall give advance notice of any change to its fees and charges for such service in order to allow the Contract Agency sufficient time to adjust its annual budget. Unless otherwise agreed to by the Parties hereto, any new fees and charges under a new fee schedule shall become effective on January 1 of the following year.

The Contract Agency shall acknowledge receipt of the rates and charges schedule in writing and such acknowledgement shall be deemed to be an amendment to this Agreement and incorporated as if fully set forth herein without the necessity of a formal amendment or separate approval by the legislative authority of the Contract Agency or the Administrative Board of SCORE.

SECTION 5. TRANSPORTATION, BOOKING, CLASSIFICATION, DISCIPLINE AND RELEASE PROCEDURES.

- A. Transportation. The Contract Agency is responsible for the transportation of Contract Agency Inmates to the SCORE Facility, including all costs associated therewith.
- B. Booking. Contract Agency Inmates shall be booked pursuant to SCORE's booking policies and procedures. Pursuant to RCW 70.48.130, and as part of the booking procedure, SCORE shall obtain general information concerning the Contract Agency Inmate's ability to pay for medical care, including insurance or other medical benefits or resources to which a Contract Agency Inmate is entitled. The information is used for third party billing.
- C. Classification. Contract Agency Inmates shall be classified pursuant to SCORE's classification policies and procedures, and within the sole discretion and judgment of SCORE. The Contract Agency shall provide sufficient information regarding each Contract Agency Inmate as needed to allow SCORE to make such classification. Contract Agency Inmates shall be assigned to housing pursuant to SCORE's policies and procedures, and within the sole discretion and judgment of SCORE as provided in Exhibit F.
- D. Inmate Discipline. SCORE shall discipline Contract Agency Inmates according to SCORE policies and procedures and in the same manner which other Inmates are disciplined; provided, however, nothing contained herein shall be construed to authorize the imposition of a type of discipline that would not be imposed on a comparable Inmate, up to and including the removal of earned early release credits as approved by the Contract Agency.
- E. Release. Except for work programs or health care, and during emergencies, Contract Agency Inmates shall not be removed and/or released from the SCORE Facility without written authorization from the Contract Agency or by the order of a court of competent jurisdiction. Other jurisdictions may "borrow" a Contract Agency Inmate according to policies and procedures of SCORE and as listed in Exhibit G.

Contract Agency Inmates will be transported at the time of release as follows. SCORE will release each Contract Agency Inmate to the Contract Agency at a mutually agreeable location. Alternatively, SCORE will provide transportation upon release to either the closest Member City of

arrest, or the Member City of residence, whichever is closer, unless confirmed transportation is available at the time of release. Additional fees, if any, for transportation outside of King County are included in Exhibit A.

Contract Agency Inmates for whom bail is posted, or who otherwise have a right to be released, may choose to remain in custody at the SCORE Facility by signing written waiver and return to the Contract Agency by the regularly scheduled transport, be released to a family member or friend with confirmed transportation, or be released via private taxi.

SECTION 6. INMATE MEDICAL RECORDS, CLOTHING, BEDDING, PROPERTY AND WORK PROGRAMS.

- A. Inmate Medical Records. Should a Contract Agency Inmate receive medical care for injuries or illness at the time of arrest and prior to booking at the SCORE Facility, the Contract Agency shall provide medical documentation pertaining to injury or illness to SCORE at the time of booking if the Contract Agency has access to such records. If the Contract Agency cannot provide such records, SCORE, in its sole discretion, may refuse to accept a Contract Agency Inmate.
- B. Inmate Property. SCORE agrees to provide each Contract Agency Inmate with necessary or appropriate clothing and essential hygiene items. SCORE shall accept, hold and handle, and return any Contract Agency Inmate property in accordance with SCORE's policies and procedures, and shall be responsible only for Contract Agency Inmate property actually delivered into SCORE's possession. In the event a Contract Agency Inmate is being transported from a Contract Agency designated detention or correction facility, it will be the responsibility of the Contract Agency to process the Contract Agency Inmate's property not delivered and accepted into SCORE's possession as provided in Exhibit E.
- C. Work Programs. SCORE may assign Contract Agency Inmates to work programs such as inside and outside work crews, kitchen and facility duties, and other appropriate duties pursuant to SCORE's policies and procedures and within the sole discretion and judgment of SCORE.
- D. Visitation. SCORE shall provide reasonable scheduled visitation for Contract Agency Inmates. Inmate visitation may be accessible via video connection by third party provider at off-site locations for an access fee. Complimentary video visit access is available at the SCORE Facility. Confidential telephones or visitation rooms shall be available to a Contract Agency Inmate to communicate with his or her legal counsel.
- E. Inmate Accounts. SCORE shall establish and maintain a non-interest bearing account for each Contract Agency Inmate. Upon returning custody of a Contract Agency Inmate to the Contract Agency, SCORE shall transfer the balance of that Contract Agency Inmate's account that is not subject to charges, to the Contract Agency Inmate or to the Contract Agency in the form of cash, check, debit card or other agreed upon method in the name of the Contract Agency Inmate.

SECTION 7. HEALTH CARE.

SCORE shall provide in-facility medical care commonly associated with corrections operations as guided by American Correctional Association or National Commission on Correctional Health Care.

Contract Agency Inmates shall be responsible for co-payment for health services according to SCORE policy. The Contract Agency shall not be responsible to SCORE for Contract Agency Inmate co-payments. No Contract Agency Inmate shall be denied necessary health care because of an inability to pay for health services.

In-facility medical, dental, and mental health services are included in the daily rate set forth in Exhibit A. Should a Contract Agency Inmate require medical, mental health, dental, and/or other medical services at an outside medical or health care facility, SCORE shall notify the Contract Agency's designee (either by written or electronic means) within a reasonable time period before the Contract Agency Inmate receives such medical, mental health, dental or any other medical services. Notwithstanding the foregoing, the Contract Agency acknowledges that such notice may not be reasonably possible prior to emergency care.

The Contract Agency shall pay for all medical, mental health, dental or any other medical services or equipment that are required to care for Contract Agency Inmates outside of the SCORE Facility in addition to the charges listed in Exhibit A. Lack of prior notice shall not excuse the Contract Agency from financial responsibility for such expenses, and shall not be a basis for imposing financial responsibility for related medical expenses on SCORE. SCORE shall bear the expense of any such medical care necessitated by improper conduct of SCORE, or of its officers or agents.

If a Contract Agency Inmate is admitted to a hospital, the Contracting Agency will be responsible for hospital security unless other arrangements are made with SCORE. SCORE, in its sole discretion, may provide hospital security services for an additional charge as provided in Exhibit A.

SECTION 8. DETAINERS.

Warrants and Contract Agency Inmates in a "Detainer" status shall be handled according to SCORE policies and procedures and as provided in Exhibit B attached hereto.

SECTION 9. RELEASE OF HOLDS AND COURT APPEARANCES.

If a court of limited jurisdiction releases a hold on a Contract Agency Inmate still incarcerated at the SCORE Facility, SCORE will not facilitate further court appearances of that Contract Agency Inmate except if the Contract Agency wishes to use the video arraignment system at the SCORE Facility.

SECTION 10. ESCAPE; DEATH.

If a Contract Agency Inmate escapes SCORE's custody, SCORE shall notify the Contract Agency as soon as reasonably possible. SCORE shall use all reasonable efforts to pursue and regain custody of escaped Contract Agency Inmates.

If a Contract Agency Inmate dies while in SCORE custody, SCORE shall notify the Contract Agency as soon as reasonably possible. The King County Medical Examiner shall assume custody of the Contract Agency Inmate's body. Unless another agency becomes responsible for investigation, one or more Member City shall investigate and shall provide the Contract Agency with a report of its investigation. The Contract Agency may participate in the investigation. If another agency becomes responsible for investigation, SCORE shall serve as a liaison or otherwise facilitate the Contract Agency's communication with and receipt of reports from the other agency.

The Contract Agency shall provide SCORE with written instructions regarding the disposition of the Contract Agency Inmate's body. The Contract Agency shall pay for all reasonable expenses for the preparation and shipment of the body. The Contract Agency may request in writing that SCORE arrange for burial and all matters related or incidental thereto and the Contract Agency shall be responsible for all costs associated with this request.

SECTION 11. REPORTING AND INSPECTION.

SCORE agrees to use reasonable efforts to work with the Contract Agency to provide access to and/or reports from jail management systems that provide statistical information about Inmates. The Contract Agency shall have the right, upon reasonable advance notice, to inspect the SCORE Facility at reasonable times. During such inspections, the Contract Agency may interview Contract Agency Inmates and review Contract Agency Inmates' records. The Contract Agency shall have no right to interview Inmates housed for other jurisdictions or to review their records, unless Contract Agency is properly authorized to do so by the Inmate or the other jurisdiction.

SECTION 12. TECHNOLOGY.

SCORE and the Contract Agency may each permit the other continuous access to its computer database regarding all Contract Agency Inmates housed by SCORE. This continuous access feature may be accomplished through a computer link between a computer(s) designated by the Contract Agency and appropriate computer(s) of SCORE.

SECTION 13. BILLING AND PAYMENT.

SCORE shall provide the Contract Agency with monthly statements itemizing the name of each Contract Agency Inmate, the number of days of housing, including the date and time booked into the SCORE Facility and date and time released from SCORE and itemization of any additional charges including a description of the service provided, date provided and reason for service. Payment shall be due to SCORE within 30 days from the date the bill is received. SCORE may bill the Contract Agency electronically. Payments not received by the 30th day shall bear interest at the rate of 1% per month until payment is received. Any fees or charges for Inmates housed on charges from multiple agencies (including but not limited to outside medical care) will be divided equally among those agencies.

SECTION 14. BILLING DISPUTE RESOLUTION.

The Contract Agency must provide written notice of dispute to SCORE within 60 days of billing and other disputed charges. SCORE shall respond in writing to such disputes within 60 days of receipt of such disputes. SCORE and the Contract Agency shall attempt to resolve the dispute by negotiation. If such negotiation is unsuccessful, either Party may refer the dispute to the SCORE Operations Board for resolution. The decision of the SCORE Operations Board is the final internal administrative remedy the Contract Agency must exhaust before pursuing other contractual, legal, equitable, or alternative dispute resolutions.

SECTION 15. INDEPENDENT CONTRACTOR.

In providing services under this Agreement, SCORE is an independent contractor and neither it nor its officers, nor its agents nor its employees are employees of the Contract Agency for any purpose, including responsibility for any federal or state tax, industrial insurance, or Social Security liability. Neither shall the provision of services under this Agreement give rise to any claim of career service or civil service rights, which may accrue to an employee of the Contract Agency under any applicable law, rule or regulation. Nothing in this Agreement is intended to create an interest in or give a benefit to third persons not signing as a Party to this Agreement.

SECTION 16. HOLD HARMLESS, DEFENSE, AND INDEMNIFICATION.

SCORE shall hold harmless, defend, and indemnify the Contract Agency, its elected officials, officers, employees, and agents from and against any and all suits, actions, claims, liability, damages, judgments, costs and expenses (including reasonable attorney's fees) (also including but not limited

to claims related to false arrest or detention, alleged mistreatment, alleged violation of civil rights, injury, or death of any Contract Agency Inmate, or loss or damage to Contract Agency Inmate property while in SCORE custody) that result from or arise out of the acts or omissions of SCORE, its elected officials, officers, employees, and agents in connection with or incidental to the performance or non-performance of SCORE's services, duties, and obligations under this Agreement.

The Contract Agency shall hold harmless, defend, and indemnify SCORE, its elected officials, officers, employees, and agents from and against any and all suits, actions, claims, liability, damages, judgments, costs and expenses (including reasonable attorney's fees) (also including but not limited to claims related to false arrest or detention, alleged mistreatment, alleged violation of civil rights, injury, or death of any Contract Agency Inmate, or loss or damage to Contract Agency Inmate property while in SCORE custody) that result from or arise out of the acts or omissions of the Contract Agency, its elected officials, officers, employees, and agents in connection with or incidental to the performance or non-performance of the Contract Agency's services, duties, and obligations under this Agreement.

In the event the acts or omissions of the officials, officers, agents, and/or employees of both the Contract Agency and SCORE in connection with or incidental to the performance or non-performance of the Contract Agency's and or SCORE's services, duties, and obligations under this Agreement are the subject of any liability claims by a third party, the Contract Agency and SCORE shall each be liable for its proportionate concurrent negligence in any resulting suits, actions, claims, liability, damages, judgments, costs and expenses and for their own attorney's fees.

Nothing contained in this section or this Agreement shall be construed to create a right in any third party to indemnification or defense.

SCORE and the Contract Agency hereby waive, as to each other only, their immunity from suit under industrial insurance, Title 51 RCW. This waiver of immunity was mutually negotiated by the Parties hereto.

The provisions of this section shall survive any termination or expiration of this Agreement.

SECTION 17. INSURANCE.

SCORE and the Contract Agency shall provide each other with evidence of insurance coverage, in the form of a certificate or other competent evidence from an insurance provider, insurance pool, or of self-insurance sufficient to satisfy the obligations set forth in this Agreement.

SCORE and the Contract Agency shall each maintain throughout the term of this Agreement coverage in minimum liability limits of one million dollars (\$1,000,000) per occurrence and two million dollars (\$2,000,000) in the aggregate for its liability exposures, including comprehensive general liability, errors and omissions, auto liability and police professional liability. The insurance policies shall provide coverage on an occurrence basis.

Each Party shall provide to the other Party at least 30 days advance notice of any cancellation, suspension or material change in coverage.

SECTION 18. TERMINATION.

Either Party may terminate this Agreement, with or without cause, by providing the other Party with 90 days written notice of termination as provided in RCW 70.48.090.

SECTION 19. RECORDS.

The Parties hereto shall maintain all records, reports, and documents created, held or maintained under this Agreement and the services to be provided hereunder in accordance with chapter 42.56 RCW (the Washington Public Records Act), chapter 40.14 RCW (Preservation and Destruction of Public Records) and all other applicable federal, state and local laws and regulations.

SECTION 20. OPERATION OF SCORE FACILITY; PRISON RAPE ELIMINATION ACT.

SCORE shall manage, maintain, and operate the SCORE Facility in compliance with all applicable federal, state, and local laws and regulations. SCORE acknowledges and complies with the terms of the Prison Rape Elimination Act regarding custodial sexual misconduct as set forth in Exhibit C.

SECTION 21. HIPAA AND HITECH COMPLIANCE.

The Parties shall comply with all requirements of the Federal Health Insurance Portability and Accountability Act of 1996 (HIPAA) and the Federal Health Information and Technology for Economic and Clinical Health Act (HITECH Act) as applicable, which relate to the Parties' responsibilities under this Agreement, as well as state laws and regulations including chapter 70.02 RCW.

SECTION 22. EQUAL OPPORTUNITY.

Neither Party shall discriminate against any person on the grounds of race, creed, color, religion, national origin, sex, age, marital status, sexual orientation, veterans and military status, political affiliation or belief or the presence of any sensory, mental or physical handicap in violation of any applicable federal law, Washington State Law Against Discrimination (chapter 49.60 RCW) or the Americans with Disabilities Act (42 USC 12110 *et seq.*).

SECTION 23. MISCELLANEOUS.

- A. Real or Personal Property. It is not anticipated that any real or personal property will be acquired or purchased by the Parties solely because of this Agreement.
- B. Assignment. This Agreement, or any interest herein, or claim hereunder, shall not be assigned or transferred in whole or in part by a Party to any other person or entity without the prior written consent of the other Party, which consent shall not be unreasonably withheld. In the event that such prior written consent to an assignment is granted, then the assignee shall assume all duties, obligations, and liabilities of the assigning Party stated herein.
- C. Non-Waiver. The failure of either Party to insist upon strict performance of any provision of this Agreement or to exercise any right based upon a breach thereof or the acceptance of any performance during such breach shall not constitute a waiver of any right under this Agreement.
- D. Severability. If this Agreement, or any portion of this Agreement, is held invalid by a court of competent jurisdiction, the remainder of the Agreement shall remain in full force and effect.
- E. Governing Law. This Agreement shall be governed by and construed in accordance with the laws of the State of Washington. If any dispute arises between the Parties under any of the provisions of this Agreement, resolution of that dispute shall be available only through the jurisdiction, venue and rules of the King County Superior Court, King County, Washington.

- F. Attorneys' Fees. In any claim or lawsuit for damages arising from the Parties' performance of this Agreement, each Party shall be responsible for payment of its own legal costs and attorney's fees incurred in defending or bringing such claim or lawsuit; however, nothing in this subsection shall limit each Parties' right to indemnification under this Agreement.
- G. Approval and Filing. Each Party shall approve this Agreement by resolution, ordinance, motion or otherwise pursuant to the laws of the governing body of each Party. The signatures of the authorized signatories below shall constitute a presumption that such approval was properly obtained. A copy of this Agreement shall be filed and/or posted pursuant to chapter 39.34 RCW.
- H. Amendment. Except as otherwise provided in Section 4 of this Agreement, no waiver, alteration, or modification of any of the provisions of this Agreement shall be binding unless evidenced in writing signed by duly authorized representatives of both Parties.
- I. No Joint Venture or Partnership. No joint venture, separate administrative or governmental entity, or partnership is formed as a result of this Agreement
- J. Compliance with Applicable Laws and Standards. SCORE agrees to manage the Contract Agency Inmates and the SCORE Facility in accordance with applicable federal and state laws and regulations and to maintain staffing levels at the SCORE Facility in sufficient numbers and rank to maintain the safety of the public, staff, Inmates, and to reasonably carry out the provisions of this Agreement.
- K. Continuation of Performance. In the event that any dispute or conflict arises between the Parties while this Agreement is in effect, the Parties hereto agree that, notwithstanding such dispute or conflict, they shall continue to make a good faith effort to cooperate and continue work toward successful completion of assigned duties and responsibilities. Provided that if the Contract Agency fails to pay for the services provided by the SCORE, SCORE can cease providing such services until payment is made.
- L. Representatives; Notices. The individuals listed below the signature blocks included in this Agreement are designated as representatives of the respective Parties. The representatives shall be responsible for administration of this Agreement and for coordinating and monitoring performance under this Agreement. In the event such representatives are changed, the Party making the change shall notify the other Party. Any notice or other communication given hereunder shall be deemed sufficient, if in writing and delivered personally to the addressee, or sent electronically or by certified or registered mail, return receipt requested, addressed as provided after the signature blocks included in this Agreement, or to such other address as may be designated by the addressee by written notice to the other Party.
- M. Entire Agreement. This Agreement, together with any subsequent amendments, constitutes the entire Agreement between the Parties and supersedes all prior agreements for inmate housing between the Parties.

SECTION 24. EXECUTION.

This Agreement shall be executed by the Parties hereto by their duly authorized representative. This Agreement may be executed in one or more counterparts.

THIS AGREEMENT is hereby effective as of the Commencement Date.

SOUTH CORRECTIONAL ENTITY

City of Shoreline
Contract Agency Name

Signature

Signature

Date

Date

ATTESTED BY:

Signature

NOTICE ADDRESS:

SOUTH CORRECTIONAL ENTITY
20817 17th Avenue South
Des Moines, WA 98198

NOTICE ADDRESS:

City of Shoreline
17500 Midvale Ave N
Shoreline, WA 98133

Attention: Executive Director Devon Schrum

Email: dschrum@scorejail.org

Telephone: 206-257-6262

Fax: 206-257-6310

Attention: Christina Arcidy

Email: carcidy@shorelinewa.gov

Telephone: (206) 801-2216

Fax:

DESIGNED REPRESENTATIVES FOR PURPOSES OF
THIS AGREEMENT:

Name:

Title:

DESIGNED REPRESENTATIVES FOR PURPOSES OF
THIS AGREEMENT:

Name: Christina Arcidy

Title: CMO Management Analyst

Exhibit A
FEES AND CHARGES AND SERVICESDaily Housing Rates:¹

General Population – Guaranteed	\$128.00	Number of Beds: <u>15</u>
General Population – Non-Guaranteed	\$184.00	

Daily Rate Surcharges:²

Mental Health – Residential Beds	\$159.00
Medical - Acute Beds	\$217.00
Mental Health – Acute Beds	\$278.00

Health Care Services:³

In-Facility Care	Included
Co-Payments	Inmate responsibility
Outside Medical Services	Contract Agency billed
Emergency Care	Contract Agency billed
Pharmaceuticals	Medications billed to Contract Agency

Transportation Fees:

SCORE Officer Transport	\$65.00/per hour
Released at Member City Location ⁴	Included

Security Services:

Hospital Security	\$65.00/per hour
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Video Court:

In-Custody Arraignment	Included
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Other Terms & Conditions:

¹ Guaranteed Bed Rate

² Surcharges are in addition to daily bed rates and subject to bed availability.

³ Guided by American Correctional Association and/or National Commission on Correctional Health Care.

⁴ Auburn, Burien, Des Moines, Federal Way (Until 12/31/2019), Renton, SeaTac, Tukwila.

Exhibit B**WARRANTS/OTHER COURT ORDERS/DETAINERS**

The following shall apply to Contract Agency Inmates who are subject to warrants from other jurisdictions or to other court orders for confinement or detainers:

1. When receiving a Contract Agency Inmate, the booking officers at SCORE shall review all paperwork provided by the Contract Agency for all grounds to hold the Contract Agency Inmate.
2. Prior to releasing a Contract Agency Inmate, SCORE shall check the NCIC and WACIC systems to determine if the Contract Agency Inmate is subject to any valid warrants or other detainers.
 - a) If the Contract Agency Inmate is subject to a warrant that is limited to King County, SCORE will, upon receiving written permission (e-mail) from the Contract Agency, transport the Inmate to the custodial agency for the jurisdiction that issued the warrant. However, SCORE will not assume responsibility to serve any such warrants.
 - b) If the Contract Agency Inmate is subject to a warrant from a western Washington jurisdiction outside King County, SCORE will either process the Inmate for transfer on the Cooperative Transport Chain or provide transfer to a jurisdiction that participates in Cooperative Transport Chain.
 - c) If the Contract Agency Inmate is subject to a warrant from an eastern Washington jurisdiction, SCORE will send the Inmate to a jurisdiction that participates in the Cooperative Transport Chain.
 - d) If, upon return from SCORE to the Contract Agency, the Inmate is subject to a warrant that provides for statewide extradition, SCORE will either transport the Inmate to the detention/correction facility in King County designated by the agency/jurisdiction that issued the warrant if it is in King County, or will send the Inmate to the agency/jurisdiction that issued the warrant on the Mini- Chain.

Exhibit C**PREA ACKNOWLEDGMENT - CUSTODIAL AND SEXUAL MISCONDUCT**

1. Compliance
SCORE agrees to ensure that all of its employees, contractors, vendors, and volunteers that have contact with Contract Agency Inmates comply with all federal and state laws regarding sexual misconduct including, but not limited to:
 - a) The Prison Rape Elimination Act of 2003 (PREA)
 - b) The standards for adult Prisons and Jails or Community Confinement Facilities, whichever is applicable, as promulgated by the US Attorney, and
 - c) Zero tolerance toward all forms of sexual abuse and sexual harassment.
2. Monitoring
SCORE agrees to provide the Contract Agency documented compliance with the Federal Prison Rape Elimination Act standards. Monitoring may include, but is not limited to:
 - a) Site visits,
 - b) Access to facility data, and
 - c) Review of applicable documentation.
3. Contract Agency may terminate this Agreement
 - a) Should SCORE fail to provide documentation that demonstrates that the SCORE is actively and effectively working toward and is making substantive progress toward achieving compliance; or
 - b) Should SCORE fail to maintain PREA compliance between auditing periods, after being given a reasonable opportunity to cure.
4. The Contract Agency will terminate this Agreement
 - a) Should SCORE elect to discontinue pursuit of PREA compliance;
 - b) Should SCORE be found in noncompliance through a PREA Audit and fail to cure such noncompliance within the identified time-frames; or
 - c) Should SCORE be found to be in egregious violation of PREA.

Exhibit D**MEDICAL ACCEPTABILITY**

SCORE shall determine the medical and mental acceptability of Inmates for booking or housing using the following guidelines. However, final acceptance is based upon approval of medical staff at the time of booking. Excluding criteria include but are not limited to:

1. Signs of untreated broken bones or dislocated joints.
2. Any injury or illness requiring emergency medical treatment.
3. Unconsciousness.
4. Inmates unable to stand and walk under their own power, unless they normally use an assistive device, such as a wheelchair, for mobility.
5. Bed bound individuals.
6. Individuals with attached IV or requiring IV medications.
7. Individuals requiring the use of oxygen tanks.
8. AMA (Against Medical Advice) from the hospital.
9. Individuals having had major invasive surgery within the last 72 hours. Non-invasive surgery such as oral surgery, laser-eye surgery and minor surgery may be evaluated on a case by case basis.
10. Wounds with drainage tubes attached.
11. Persons with Alzheimer's, dementia or other psychological conditions to the point where the Inmate cannot perform activities of daily living ("ADL's") or who do not have the capacity to function safely within a correctional environment.
12. Persons who are diagnosed as developmentally delayed and who do not have the capacity to function safely within a correctional environment or who cannot perform ADL's.
13. Persons undergoing chemotherapy and/or radiation treatment.
14. Persons undergoing dialysis.
15. Persons with suicidal ideations or gestures within the past 72 hours.
16. Persons, if prescribed, who have not taken psychotropic medications for at least 72 hours.
17. Persons who have by self-disclosure, admitted to attempting suicide within the last 30 days.
18. Persons who have attempted suicide during their current incarceration.
19. Persons displaying current psychotic episode.

Exhibit E

PROPERTY

1. SCORE will *not accept or transport* the following:
 - a) Backpacks, suitcases, etc.
 - b) Unpackaged food products.
 - c) Food products in packaging that have been opened.
 - d) Any type of weapon (includes pocket knives).
 - e) Liquids.
 - f) Helmets or any kind.
 - g) Large items that will not fit into a common paper grocery bag.
 - h) Material deemed to be contraband.

SCORE will limit property returned with the Inmate to the Contract Agency according to these criteria.

Exhibit F**CLASSIFICATION**

SCORE maintains a classification plan to guide staff in the processing of individuals brought into the facility. The plan includes an initial screening process, as well as a process for determining appropriate housing assignments (28 CFR 115.42) and uses an objective screening instrument and procedures for making decisions about classification and housing assignments. The plan includes, and not limited to, an evaluation of the following criteria:

1. Behavior during arrest and intake process
2. Potential risk of safety to others or self
3. Medical needs
4. The inmate's own perception of his/her vulnerability
5. Any other criteria as deemed appropriate by the Executive Director or designee

The Contract Agency shall supply SCORE with the following Classification related information, if known to or in possession of the Contract Agency:

1. If the Contract Agency Inmate has been classified to a special housing unit.
2. If the Contract Agency Inmate has been classified as protective custody.
3. If the Contract Agency Inmate:
 - a) Is a violent offender or has displayed violent behavior during present or past incarcerations
 - b) Is identified as a threat to law enforcement
 - c) Is an escape risk

Exhibit G**BORROWING**

One contracting agency may “borrow” another Contract Agency’s Inmate as follows:

1. If a Contract Agency requests the transport of another contracting agency’s Inmate from SCORE the requesting agency must notify each agency with rights to custody of the Inmate, and if each agency with rights to custody of the Inmate notifies SCORE in writing (e-mail) of its approval, SCORE shall provide the requested transport to the requesting agency. SCORE will complete a custody transfer form that lists all outstanding detainers. The custody transfer paperwork will accompany the Inmate.
2. Once custody of the Inmate has been transferred to the requesting agency, it is the responsibility of the requesting agency to determine whether the Inmate shall be returned to the custody of SCORE, and if so, the requesting agency shall make all necessary and proper arrangements with SCORE and any agency with rights to custody of the Inmate, for the Inmate’s return according to the terms of this Agreement. The requesting agency, to the full extent permitted by law, defend, indemnify, save and hold harmless SCORE as provided in Section 16 of the Agreement.
3. SCORE will not track the Inmate once he or she has left the SCORE Facility.
4. If the Inmate is returned to the custody of SCORE, the requesting agency shall provide SCORE with sentencing/charge information. The requesting agency shall supply all pre-sentence, and post-sentence paperwork from agreeing agencies that authorized the borrowing of the Inmate. This will aid SCORE in determining split billing and release dates.
5. SCORE will transport the Inmate only to an agency that also contracts with SCORE for Inmate housing.

Pre-Sentencing Shoreline Jail Options

	SCORE		King County Corrections Facility		Yakima		Snohomish	
General Information	27 miles away; services to accommodate most inmates; free video court with King County District Court (KCDC)		11.5 miles away; services accommodate all but the most intensive inmate needs; free video court with KCDC		153 miles away; could set up video conferencing with KCDC and would charge a fee for its use		18 miles away; could set up video conferencing with KCDC and would charge a fee for its use	
Capacity/Ability to Serve Shoreline	Capacity of 802 inmates and able to continue contracting with Shoreline		Inconsistent in its ability to house Shoreline inmates		May be reducing bed space in the coming year and unable to house Shoreline inmates; would require contract with SCORE for pre-transport booking inmates		Would consider taking new cities depending on inmate average daily population, however may be unable to provide service for the length of contract	
Fee Structure	2020 Fee	Increase (%) from 2019	2020 Fee	Increase (%) from 2019	2020 Fee	Increase (%) from 2019	2020 Fee	Increase (%) from 2019
Booking Fee	\$0	0%	\$144.96	2.90%	\$0	0%	\$126.97	1.53%
Housing Assignment								
General Population	\$128.00 (guaranteed) \$184.00 (non-guaranteed)	3.23%	\$202.75	5.18%	\$63.65	6.05%	\$103.25	1.53%
Medical & Specialty	\$217.00	24.71%	\$302.73	4.40%	\$98.35	7.02%	\$162.58	1.53%
Mental Health	\$278.00	59.77%	\$247.07	2.90%	\$98.35	6.82%	\$246.50	1.53%
Video Court Fee	\$0	0%	\$0	0%	Unknown	Unknown	\$199.29	1.53%

Staff Recommendation

- Continuing to contract with SCORE for inmates pre-sentencing, but reduce the number of guaranteed beds from 20 to 15.
- A change in judicial philosophy in 2018 has resulted in sentences aligned with other King County contracted cities, which are typically shorter.
- Shoreline's average daily population has been 14 for the last 12 months where data is available (July 2017-June 2018).
- Recommendation saves the City \$200,000/year.

CITY COUNCIL AGENDA ITEM

CITY OF SHORELINE, WASHINGTON

AGENDA TITLE: Adoption of Ordinance No. 872 – Amending the 2019-2020 Biennial Budget as Amended, According to the Mid-Biennium Budget Modification

DEPARTMENT: Administrative Services

PRESENTED BY: Sara Lane, Administrative Services Director
Rick Kirkwood, Budget & Tax Manager

ACTION: ☒ Ordinance ☐ Resolution ☐ Motion
 ☐ Discussion ☐ Public Hearing

PROBLEM/ISSUE STATEMENT:

State law (RCW 35A.34.130) requires that a mid-biennial budget review be completed during the first year of the biennium between September 1st and December 31st. At the October 21, 2019 City Council Regular Meeting, the City Council was presented a brief financial update, recommended adjustments to the 2019-2020 Biennial Budget, and provided information on related policy issues. At the November 4th City Council Regular Meeting, the City Council conducted a public hearing on the 2019-2020 Biennial Budget and the 2019-2024 Capital Improvement Plan Mid-Biennium Update required by state law (RCW 35A.34.130) prior to the City Council's adoption of proposed Ordinance No. 872 (Attachment A), which provides for the mid-biennium budget modifications. Following the public hearing, the City Council asked for additional information and discussed potential changes to the proposed mid-biennium budget modification, including all proposed levies, taxes, fees, and rates. The questions asked and amendments proposed were presented in the staff report for the City Council's Regular Meeting on November 18th. During that meeting, Council considered several potential amendments and voted favorably on two, which are discussed further in this report and reflected in proposed Ordinance No. 872 (Attachment A) and the 2020 Fee Schedules (Exhibit A). Tonight, Council is scheduled to continue its discussion and consideration of additional potential amendments prior to adoption of proposed Ordinance No. 872, as amended.

FINANCIAL IMPACT:

The City Council approved the 2019-2020 biennial budget by adoption of Ordinance No. 841 on November 19, 2018. The adopted biennial budget includes revenue projections and expenditure appropriations for the two years of the biennium for all funds. Since that time, the City Council has approved four amendments to the budget. The amended biennial expenditure appropriation for all funds totals \$209,744,780.

On November 18, 2019, Council voted on two motions to amend proposed Ordinance No. 872, as follows: (i) to increase General Fund appropriations by \$7,700, which will be funded with General Fund fund balance, for the development and mailing to all

Shoreline households regarding the 2020 Census, and (ii) strike the Non-site Specific Comprehensive Plan or Development Regulation Amendment fee (3.01.010(G)(22)) from the 2020 Fee Schedule, which will have no financial impact on the revenues presented in the 2019-2020 Biennial Budget. Adoption of Ordinance No. 872, as amended by the City Council on November 18th, provides for the mid-biennial budget amendments, thereby increasing all appropriations by \$8,515,707 to a total of \$218,260,487, recognizing \$7,569,450 of revenue and transfers, and use of \$1,309,673 of 2018 unobligated fund balance, as well as adoption of the 2020 Fee Schedules (Exhibit A); the 2020 Range Placement Table for non-exempt and exempt staff (Exhibit B); and, the 2020 Extra Help Range Placement Table (Exhibit C).

RECOMMENDATION

Staff recommends that the City Council adopt Ordinance No. 872, as amended, amending the 2019-2020 Biennial Budget according to the mid-biennium budget modification.

Approved By: City Manager **DT** City Attorney **MK**

BACKGROUND

The City Council adopted Ordinance No. 841, approving its first biennial budget for the 2019-2020 biennium on November 19, 2018. The adopted biennial budget includes revenue and expenditure appropriations for both years of the biennium for all funds. Since that time, the City Council has approved four amendments to the budget. The City's budget is adopted at the fund level which sets the total biennial expenditure authority for each fund and totals \$209,744,780.

Per RCW 35A.34, the City Council reviews and modifies the adopted biennial budget part way through the first year. The budget is a fiscal plan and changes via amendments are common. This mid-biennial budget review provided an opportunity to formally review revenues and appropriations and adjust the budget as needed to address various emerging issues. The amendments proposed through this mid-biennium budget review process include requests to address issues that have emerged or are better understood than when the original budget was approved. It is important to note the distinction between a budget adjustment and an appropriation change. In simple terms, not all budget adjustments will require a change in appropriation.

For example, a budget increase that is funded from an expenditure decrease somewhere else in the budget has the effect of changing the City's spending plan but does not result in any new resources needing appropriation. In contrast, an adjustment that is funded with new internal or external revenues requires an appropriation increase to accommodate the increase in total resources.

A summary of the 2019-2020 budget modifications by fund, as reflected in proposed Ordinance No. 872 presented on November 4th, is included in table 1 below.

Table 1:

Fund	2019-2020 Current Budget (A)	Proposed Budget Amendments (B)	Amended 2019-2020 Budget (C) (A + B)
General Fund	\$98,964,663	\$2,171,352	\$101,136,015
Street Fund	3,975,505	199,709	4,175,214
Public Arts Fund	268,717	3,500	272,217
Transportation Impact Fees Fund	162,000	324,000	486,000
General Capital Fund	34,676,211	559,432	35,235,643
City Facilities – Major Maintenance Fund	288,936	490,000	778,936
Roads Capital Fund	35,116,539	4,391,167	39,507,706
Surface Water Utility Fund	19,977,236	(40,350)	19,936,886
Wastewater Utility Fund	4,931,699	2,855	4,934,554
Vehicle Operations / Maintenance Fund	1,088,547	17,670	1,106,217
Equipment Replacement Fund	921,829	388,672	1,310,501
All Other Funds	9,372,898	0	9,372,898

Fund	2019-2020 Current Budget (A)	Proposed Budget Amendments (B)	Amended 2019-2020 Budget (C) (A + B)
Total	\$209,744,780	\$8,508,007	\$218,252,787

During Council discussion of the motion to adopt Ordinance No. 872 on November 18th, an amendment was moved and passed to increase General Fund appropriations and the use of fund balance by \$7,700 to provide resources for a Citywide mailer related to the 2020 census. A summary of the 2019-2020 budget modifications by fund, as amended and reflected in proposed Ordinance No. 872 (Attachment A) presented tonight, is included in table 2 below.

Table 2:

Fund	2019-2020 Current Budget (A)	Proposed Budget Amendments (B)	Amended 2019-2020 Budget (C) (A + B)
General Fund	\$98,964,663	\$2,179,052	\$101,143,715
Street Fund	3,975,505	199,709	4,175,214
Public Arts Fund	268,717	3,500	272,217
Transportation Impact Fees Fund	162,000	324,000	486,000
General Capital Fund	34,676,211	559,432	35,235,643
City Facilities – Major Maintenance Fund	288,936	490,000	778,936
Roads Capital Fund	35,116,539	4,391,167	39,507,706
Surface Water Utility Fund	19,977,236	(40,350)	19,936,886
Wastewater Utility Fund	4,931,699	2,855	4,934,554
Vehicle Operations / Maintenance Fund	1,088,547	17,670	1,106,217
Equipment Replacement Fund	921,829	388,672	1,310,501
All Other Funds	9,372,898	0	9,372,898
Total	\$209,744,780	\$8,515,707	\$218,260,487

If the mid-biennial budget modification ordinance is approved as amended thus far by Council, total adjustments result in a net budget increase (appropriation change) of \$8,515,707 to a total of \$218,260,487. This amendment also recognizes \$7,569,450 of revenue and uses \$1,309,673 of 2018 unobligated fund balance.

Proposed Ordinance No. 872 will amend the 2019-2020 biennial budget to provide appropriations for the mid-biennium budget modifications and adopt the 2020 Fee Schedules (Exhibit A); the 2020 Range Placement Table for non-exempt and exempt staff (Exhibit B); and, the 2020 Extra Help Range Placement Table (Exhibit C).

Proposed Mid-Biennium Budget Modifications – Prior City Council Discussions

Over the course of the mid-biennium review, the City Council had several discussions, as follows:

- At the October 21st City Council Regular Meeting, the City Council was presented a brief financial update, recommended adjustments to the 2019-2020 Biennial Budget, and provided information on related policy issues. The link to the staff report for this Council discussion is available here:
<http://cosweb.ci.shoreline.wa.us/uploads/attachments/cck/council/staffreports/2019/staffreport102119-8a.pdf>.
- At the November 4th City Council Regular Meeting, the City Council conducted a public hearing on the 2019-2020 Biennial Budget and the 2019-2024 Capital Improvement Plan Mid-Biennium Update required by state law (RCW 35A.34.130) for the purpose of modifying the City's biennial budget prior to the City Council's adoption of proposed Ordinance No. 872, providing for the mid-biennium budget modifications, and proposed Ordinance No. 873, setting the 2020 regular and excess property tax levies. The link to the staff report is available here:
<http://cosweb.ci.shoreline.wa.us/uploads/attachments/cck/council/staffreports/2019/staffreport110419-8a.pdf>.
- At the November 18th City Council Regular Meeting, the City Council continued its discussion on the 2019-2020 Biennial Budget and the 2019-2024 Capital Improvement Plan Mid-Biennium Update and Ordinance No. 872., The link to the staff report is available here:
<http://cosweb.ci.shoreline.wa.us/uploads/attachments/cck/council/staffreports/2019/staffreport111819-8b.pdf>

Councilmember Scully moved to adopt Ordinance No. 872. During Council discussion, the following amendments to Ordinance No. 872 were moved, passed and are reflected in the proposed Ordinance No. 872 (Attachment A) and its exhibits:

- *Motion:* Increase General Fund appropriations and the use of fund balance by \$7,700 to provide resources for a Citywide mailer related to the 2020 census. This motion passed, 5-2.
- *Motion:* Strike the Non-site Specific Comprehensive Plan or Development Regulation Amendment fee (3.01.010(G)(22)) from Attachment A, Exhibit A. This motion passed unanimously, 7-0.

Council also discussed the impacts resulting from the passage of I-976 on the Roads Capital Fund. Staff clarified that the loss of approximately \$1.66 million in Vehicle License Fees (VLF) in 2020 impacts future programming of capital funds for the Annual Road Surface Maintenance program (ARSM) and the Sidewalk Rehabilitation Program (Sidewalk Rehab) in the 2019-2024 CIP.

For the ARSM program, the work programmed in 2020 can continue within the current budget levels. Federal grants and already budgeted Roads Capital monies will allow the projects scheduled for construction in 2020 to continue. Design on future projects may need to be curtailed in 2020 in anticipation of a reduced program throughout the balance of the CIP. The impacts of the loss of revenue as a result of I-976 will impact future years (2021 and beyond) if other revenue is not reallocated or identified, or if program costs are not reduced.

The Sidewalk Rehabilitation program will lose \$830,000 annually beginning in 2020. This is a new program in its first year of revenue collection. Staff recommended that the VLF fees collected in 2019, which are estimated at approximately \$662,000 and the \$305,000 of general fund contribution to the program be utilized to fund 3 high priority projects. Since this program was still being developed, the impacts will be more significant to the balance of the 2019-2024 CIP.

It is not necessary to amend the budget to reflect these immediate, short-term reductions at this time as staff will manage to this revised plan. Additionally, staff will continue to work with the Association of Washington Cities (AWC) and other cities to assess the longer-term impacts and identify and evaluate options for addressing those impacts. Staff will return to Council in 2020 with additional options and potential budget amendments at that time.

The City Council indicated an interest in reducing some of the funding for one-time items included in the proposed mid-biennial amendments and potentially delaying investment in some already budgeted one-time projects. To that end, Council deliberated on potential amendments to the mid-biennium budget modifications included in proposed Ordinance No. 872 as well some current budget appropriations to be placed on hold to create reserves to address impacts of I-976, as presented in Table 3 on the next page and Attachment B. Table 3 notes provide details related to the items that clarify the relationships of the items and how they might impact the amendment.

Snow Response Equipment

Council had asked about the timing of delivery for snow equipment if ordered immediately following approval. The GM Pickup based dump truck would not be received and in service until September 2020. All of the snow equipment on the list would be received and in service by January 2020 if ordered in November 2019. Given this delay, staff recommends delaying the pick-up based dump truck and the associated snow equipment at this time. Staff will plan to return with a request in 2020 after further evaluation of potential alternatives and impacts of I-976.

The Snow Plow Blade and Spreader Attachments will allow the City to equip two existing pick-ups with snow plows for use on City streets and facilities. Additionally, the BobCat and Skid steer provide a winterized vehicle to address accessibility at City Hall, Police Station and other City Facilities. These items are the highest priorities for enhanced snow response. The Snowblower attachments for the lawnmowers could be used on ball fields, parking lots, and the interurban trail address other facility access needs to improve our response in an extended event after ensuring that access to critical facilities was complete.

Table 3: Menu of City Manager Proposed Options for Reductions

Item/Project	One-Time	Ongoing
1) Grounds Maintenance True Up:		
a) Pickup-based dump truck	\$86,157	\$13,314
2) Snow Response Amendment:		
a) Snow Equipment for Pickup-based dump truck	\$53,000	\$7,315
b) Snow Plow Blade and Spreader Attachments	\$26,000	\$4,161
c) BobCat Model 5600	\$84,000	\$11,119
d) Skid Steer Snow Plow Blade Attachment	\$9,000	\$2,296
e) Groundmaster 4010 and Groundmaster 3280 Snow Blower Attachments	\$28,000	\$8,510
f) Insurance Cost Increase Due to Addition of Vehicles	\$0	\$1,050
3) Sound Transit Construction Easement Revenue	\$139,200	\$0
4) Highland Plaza Storage Construction	\$235,000	(\$16,000)
5) City Facilities-Major Maintenance Fund	\$75,000	\$0
6) Police Officer (2020 Reconciliation Credit)	\$150,000	\$0
7) Jail Housing Savings	\$0	\$200,000
8) Designated for City Maintenance Facility	\$200,000	\$0
Total	\$1,085,357	\$231,765

Table 3 Notes:

1a) *Pickup-based dump truck* and 2a) *Snow Equipment for Pickup-based dump truck*: These items are related to the purchase and outfitting of a pickup-based dump truck for the Grounds Maintenance crew and to add the ability to respond to a snow event. If delaying the Truck, the related snow equipment should also be removed. Striking the purchase of the pickup-based dump truck from proposed Ordinance No. 872 would reduce appropriations in the General Fund, Street Fund, Surface Water Utility Fund, Equipment Replacement Fund, and Vehicle Operations and Maintenance Fund.

3) *Sound Transit Construction Easement Revenue*: The proposed mid-biennium budget modification includes the transfer of \$113,000 of the \$139,200 received year-to-date for Sound Transit Construction Easements that are programmed to be transferred to the General Capital Fund for the Park Improvements project to be prioritized during the 2020 update of the CIP. Therefore, striking this item from Ordinance No. 872 would reduce appropriations by \$113,000 each in the General Fund and General Capital Fund. The \$139,200 in revenue received will remain in the General Fund and designated for future road surface maintenance.

4) *Highland Plaza Storage Construction*: The proposed mid-biennium budget modification includes the transfer of \$425,000 of General Fund fund balance to the General Capital Fund to demolish the Highland Plaza building, add a modular heated storage building, and create 30 additional parking spots for the City Hall Campus. Striking this item from Ordinance No. 872 would provide a budget of \$190,000 for demolition and basic parking by reducing appropriations by \$235,000 each in the General Fund and General Capital Fund. Staff would continue using Storage Court at a cost of approximately \$16,000 per year, which would not need to be reduced from the amendments in proposed Ordinance No. 872.

Items 5) – 8): The City Manager has identified current budget appropriations that could be placed on hold and set aside should the City Council provide direction to do so. City Council direction would be sufficient to ensure these savings are not spent on other items and, therefore, would not need to be incorporated in proposed Ordinance No. 872.

Action on Councilmember Scully's motion for adoption of Ordinance No. 872 was postponed until November 25th to allow for further evaluation and discussion of the potential reductions presented in table 3 prior to acting on the Motion.

Additionally, Councilmember Roberts has indicated an interest in staff exploration of the ability to assess a fee on the sale of new or used tires. Determining the viability of this fee will require additional research and evaluation by the City Attorney's Office. Council did not provide guidance on whether there is broader interest in exploring this potential revenue source.

DISCUSSION

Tonight, the City Council will continue its deliberation on potential amendments to the mid-biennium budget modifications included in proposed Ordinance No. 872 as well as direction on some potential current budget appropriations to be placed on hold to address impacts of I-976, as presented in Table 3.

As was previously noted, action on Councilmember Scully's motion to adopt Ordinance No. 872 was postponed until this evening so that the City Council will have additional time to consider which items Council wants to be eliminated from the mid-biennium budget modifications included in proposed Ordinance No. 872 and/or current 2019-2020 budget appropriations.

FINANCIAL IMPACT

The City Council approved the 2019-2020 biennial budget by adoption of Ordinance No. 841 on November 19, 2018. The adopted biennial budget includes revenue projections and expenditure appropriations for the two years of the biennium for all funds. Since that time, the City Council has approved four amendments to the budget. The amended biennial expenditure appropriation for all funds totals \$209,744,780.

On November 18, 2019, Council voted on two motions to amend proposed Ordinance No. 872, as follows: (i) to increase General Fund appropriations by \$7,700, which will be funded with General Fund fund balance, for the development and mailing to all Shoreline households regarding the 2020 Census, and (ii) strike the Non-site Specific Comprehensive Plan or Development Regulation Amendment fee (3.01.010(G)(22)) from the 2020 Fee Schedule, which will have no financial impact on the revenues presented in the 2019-2020 Biennial Budget. Adoption of Ordinance No. 872, as amended by the City Council on November 18th, provides for the mid-biennial budget amendments, thereby increasing all appropriations by \$8,515,707 to a total of \$218,260,487, recognizing \$7,569,450 of revenue and transfers, and use of \$1,309,673 of 2018 unobligated fund balance, as well as adoption of the 2020 Fee Schedules (Exhibit A); the 2020 Range Placement Table for non-exempt and exempt staff (Exhibit B); and, the 2020 Extra Help Range Placement Table (Exhibit C).

RECOMMENDATION

Staff recommends that the City Council adopt Ordinance No. 872, as amended, amending the 2019-2020 Biennial Budget according to the mid-biennium budget modification.

ATTACHMENTS

Attachment A: Proposed Ordinance No. 872 - Providing for mid-biennium budget modification and adoption of the following exhibits:

- Exhibit A: 2020 Fee Schedules
- Exhibit B: 2020 Range Placement Table for non-exempt and exempt staff
- Exhibit C: 2020 Extra Help Range Placement Table

Attachment B: Proposed Mid-Biennium Amendments Impact by Fund

ORDINANCE NO. 872

AN ORDINANCE OF THE CITY OF SHORELINE, WASHINGTON, ADOPTING THE MODIFICATION OF THE 2019-2020 FINAL BUDGET, AS HAS BEEN PREVIOUSLY AMENDED; ESTABLISHING FEE SCHEDULES; ESTABLISHING JOB CLASSIFICATIONS AND PAY RANGES; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the 2019-2020 Final Budget was adopted by Ordinance No. 841 and subsequently amended by Ordinance Nos. 852, 854, 855, and 861; and

WHEREAS, pursuant to RCW 35A.34.130, the City conducted a mid-biennial review no sooner than eight months after the start nor later than the conclusion of the first year of the fiscal biennium; and

WHEREAS, the City Council held a properly noticed public hearing on November 4, 2019 on the proposed mid-biennium budget modification; and,

WHEREAS, the City Council has considered the proposed mid-biennium budget modification and has considered any and all comments received from the public, written or oral, with regard to such proposed mid-biennium budget modification; and

WHEREAS, the City of Shoreline is required by RCW 35A.33.075 to include all revenues and expenditures for each fund in the adopted budget and, therefore, the 2019-2020 Final Budget, as amended, needs to be amended to reflect the increases and decreases to the City's funds; and

WHEREAS, the City Council finds that the proposed adjustments to the Biennial Budget for 2019-2020 reflect revenues and expenditures that are intended to ensure the provision of vital municipal services at acceptable levels; and

WHEREAS, the City Council desires to adopt the modification to the 2019-2020 Final Budget;

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

Section 1. Amendment – 2019-2020 Final Budget. The City hereby amends the 2019-2020 Final Budget according to the mid-biennium budget modification by increasing appropriations, as follows:

Fund	Current Appropriation	Revised Appropriation
General Fund	\$98,964,663	\$101,143,715
Street Fund	3,975,505	4,175,214
Code Abatement Fund	200,000	200,000
State Drug Enforcement Forfeiture Fund	46,718	46,718
Public Arts Fund	268,717	272,217
Federal Drug Enforcement Forfeiture Fund	26,000	26,000
Property Tax Equalization Fund	0	0
Federal Criminal Forfeiture Fund	0	0
Transportation Impact Fees Fund	162,000	486,000
Park Impact Fees Fund	175,000	175,000
Revenue Stabilization Fund	0	0
Unltd Tax GO Bond 2006	3,389,937	3,389,937
Limited Tax GO Bond 2009	3,320,072	3,320,072
Limited Tax GO Bond 2018	1,660,400	1,660,400
Limited Tax GO Bond 2013	519,771	519,771
General Capital Fund	34,676,211	35,235,643
City Facility-Major Maintenance Fund	288,936	778,936
Roads Capital Fund	35,116,539	39,507,706
Surface Water Utility Fund	19,977,236	19,936,886
Wastewater Utility Fund	4,931,699	4,934,554
Vehicle Operations/Maintenance Fund	1,088,547	1,106,217
Equipment Replacement Fund	921,829	1,310,501
Unemployment Fund	35,000	35,000
Total Funds	\$209,744,780	\$218,260,487

Section 2. Amendment – City of Shoreline Regular FTE Count. The City of Shoreline hereby amends the 2019-2020 Final Budget to increase the number of full-time equivalent employees (FTE) and the total FTEs for the City, excluding City Council, as follows:

Department	2019 Adopted	2019 Amended	2019 Amended vs. 2019 Adopted	2020 Adopted	2020 Amended	2020 Amended vs. 2020 Adopted
City Manager	23.625	23.625	0.000	21.750	21.750	0.000
Community Services	4.780	4.780	0.000	4.780	5.380	0.600
City Attorney	3.000	3.000	0.000	3.000	3.000	0.000
Administrative Services	27.020	27.020	0.000	26.020	26.020	0.000
Human Resources	3.000	3.000	0.000	3.000	3.000	0.000
Police	0.000	0.000	0.000	0.000	0.000	0.000
Planning & Community Development	23.070	23.070	0.000	23.320	23.320	0.000
Parks, Recreation & Cultural Services	34.495	34.495	0.000	34.525	34.525	0.000

Department	2019 Adopted	2019 Amended	2019 Amended vs. 2019 Adopted	2020 Adopted	2020 Amended	2020 Amended vs. 2020 Adopted
Public Works	39.250	39.250	0.000	39.520	39.920	0.400
Surface Water Utility	15.760	15.760	0.000	15.460	15.460	0.000
Wastewater Utility	14.150	14.150	0.000	14.150	14.150	0.000
Total FTE	188.150	188.150	0.000	185.525	186.525	1.000

All references to total FTEs by department and for the City within the 2019-2020 Biennial Budget shall be amended to reflect this increase.

Section 3. Repeal, Chapter 3.01 *Fee Schedule*. Shoreline Municipal Code Chapter 3.01 Fee Schedule is repealed in its entirety and replaced with a new Chapter 3.01 Fee Schedule as set forth in Exhibit A attached hereto.

Section 4. Amendment – City of Shoreline Range Placement Tables. The City of Shoreline hereby amends the 2019-2020 Final Budget by making the following amendments:

- A. The 2020 Range Placement Table for non-exempt and exempt staff is replaced with that set forth in Exhibit B attached hereto.
- B. The 2020 Extra Help Range Placement Table is replaced with that set forth in Exhibit C attached hereto.

Section 5. Corrections by City Clerk or Code Reviser. Upon approval of the City Attorney, the City Clerk and/or the Code Reviser are authorized to make necessary corrections to this Ordinance, including the corrections of scrivener or clerical errors; references to other local, state, or federal laws, codes, rules, or regulations; or ordinance numbering and section/subsection numbering and references.

Section 6. Severability. Should any section, paragraph, sentence, clause or phrase of this Ordinance, or its application to any person or circumstance, be declared unconstitutional or otherwise invalid for any reason, or should any portion of this ordinance be preempted by state or federal law or regulation, such decision or preemption shall not affect the validity of the remaining portions of this ordinance or its application to other persons or circumstances.

Section 7. Publication and Effective Date. A summary of this Ordinance consisting of its title shall be published in the official newspaper of the City.

- A. Sections 1 and 2 of this Ordinance, amending the 2019-2020 Final Budget according to the mid-biennium budget modification by increasing the appropriations and increasing the number of full-time equivalent employees (FTE) and the total FTEs for the City, excluding City Council, shall take effect and be in full force five days after passage and publication.
- B. Sections 3 and 4 of this Ordinance, amending SMC Chapter 3.01 and replacing the 2020 Range Placement Table for non-exempt and exempt staff and 2020 Extra Help Range Placement Table, shall take effect at 12:01 am January 1, 2020.

PASSED BY THE CITY COUNCIL ON NOVEMBER 25, 2019.

Mayor Will Hall

ATTEST:

APPROVED AS TO FORM:

Jessica Simulcik Smith
City Clerk

Margaret King
City Attorney

Date of Publication: , 2019

Effective Date: , 2019

**City of Shoreline
Fee Schedules**

Exhibit A

3.01.010 Planning and Community Development

Type of Permit Application	2020
A. BUILDING	
Valuation (The Total Valuation is the "Building permit valuations" as delineated in section R108.3 of the International Residential Code and section 108.3 of the International Building Code. The hourly rate referenced throughout SMC 3.01.010 is calculated by multiplying the minimum number of hours noted for each fee by the fee established in SMC 3.01.010(A)(1).	
1. \$0 - \$11,000.00	\$204.00
2. \$11,000.01 - \$25,000.00	\$75 for the first \$2,000.00 + \$14.00 for each additional 1,000.00, or fraction thereof, to and including \$25,000.00.
3. \$25,000.01 - \$50,000.00	\$397 for the first \$25,000.00 + \$11.00 for each additional \$1,000.00, or fraction thereof, to and including \$50,000.00.
4. \$50,000.01 - \$100,000.00	\$672 for the first \$50,000.00 + \$9.00 for each additional \$1,000.00, or fraction thereof, to and including \$100,000.00.
5. \$100,000.01 - \$500,000.00	\$1,122 for the first \$100,000.00 + \$7 for each additional \$1,000.00, or fraction thereof, to and including \$500,000.00.
6. \$500,000.01 - \$1,000,000.00	\$3,922 for the first \$500,000.00 + \$5 for each additional \$1,000.00, or fraction thereof, to and including \$1,000,000.00.
7. \$1,000,000.01 +	\$6,422 for the first \$1,000,000.00 + \$4 for each additional \$1,000.00, or fraction thereof.
8. Building/Structure Plan Review	65% of the building permit fee
9. Civil Plan Review, Commercial (if applicable)	Hourly rate, 12 Hour Minimum
10. Civil Plan Review, Residential (if applicable)	Hourly rate, 4 Hour Minimum
11. Civil Plan Review, Residential, up to 1,000 square feet (if applicable)	Hourly rate, 1-hour minimum
12. Floodplain Permit	\$218.00
13. Floodplain Variance	\$612.00
14. Demolition, Commercial	\$1,741.00
15. Demolition, Residential	\$653.00
16. Zoning Review	Hourly rate, 1-hour minimum
17. Affordable Housing Review	Hourly rate, 10-hour minimum
18. Temporary Certificate of Occupancy (TCO)- Single-Family	\$204.00
19. Temporary Certificate of Occupancy (TCO)- Other	\$612.00
B. ELECTRICAL	
1. Electrical Permit	Permit fee described in WAC 296-46B-905, plus a 20% administrative fee
C. FIRE - CONSTRUCTION	
1. Automatic Fire Alarm System:	
a. Existing System	
New or relocated devices up to 5	\$204.00
New or relocated devices 6 up to 12	\$612.00
Each additional new or relocated device over 12	\$7.00 per device
b. New System	\$816.00
c. Each additional new or relocated device over 30	\$7.00 per device
2. Fire Extinguishing Systems:	
a. Commercial Cooking Hoods	
1 to 12 flow points	\$612.00
More than 12	\$816.00
b. Other Fixed System Locations	\$816.00
3 Fire Pumps:	
a. Commercial Systems	\$816.00

**City of Shoreline
Fee Schedules**

Exhibit A

3.01.010 Planning and Community Development

Type of Permit Application	2020
4. Commercial Flammable/Combustible Liquids:	
a. Aboveground Tank Installations	
First tank	\$408.00
Additional	\$204.00
b. Underground Tank Installations	
First tank	\$408.00
Additional	\$204.00
c. Underground Tank Piping (with new tank)	\$408.00
d. Underground Tank Piping Only (vapor recovery)	\$612.00
e. Underground Tank Removal	
First tank	\$408.00
Additional Tank	\$102.00 per additional tank
5. Compressed Gas Systems (exception: medical gas systems require a plumbing permit):	
a. Excess of quantities in IFC Table 105.6.9	\$408.00
6. High-Piled Storage:	
a. Class I – IV Commodities:	
501 – 2,500 square feet	\$408.00
2,501 – 12,000 square feet	\$612.00
Over 12,000 square feet	\$816.00
b. High Hazard Commodities:	
501 – 2,500 square feet	\$612.00
Over 2,501 square feet	\$1,020.00
7. Underground Fire Mains and Hydrants	\$612.00
8. Industrial Ovens:	
Class A or B Furnaces	\$408.00
Class C or D Furnaces	\$816.00
9. LPG (Propane) Tanks:	
Commercial, less than 500-Gallon Capacity	\$408.00
Commercial, 500-Gallon+ Capacity	\$612.00
Residential 0 – 500-Gallon Capacity	\$204.00
Spray Booth	\$816.00
10. Sprinkler Systems (each riser):	
a. New Systems	\$1,020.00 plus \$3.00 per head
b. Existing Systems	
1 – 10 heads	\$612.00
11 – 20 heads	\$816.00
More than 20 heads	\$1,020.00 plus \$3.00 per head
c. Residential (R-3) 13-D System	
1 – 30 heads	\$612.00
More than 30 heads	\$612.00 plus \$3.00 per head
Voluntary 13-D Systems in residences when not otherwise required	\$204.00
11. Standpipe Systems	\$816.00
12. Emergency Power Supply Systems:	
10 kW - 50 kW	\$612.00
> 50 kW	\$1,020.00
13. Temporary Tents and Canopies	\$204.00
14. Fire Review -Single-Family	\$102.00
15. Fire Review -Subdivision	Hourly rate, 1-hour minimum
16. Fire Review -Other	Hourly rate, 1-hour minimum
17. Emergency Responder Radio Coverage System	\$612.00

**City of Shoreline
Fee Schedules**

Exhibit A

3.01.010 Planning and Community Development

Type of Permit Application	2020
18. Smoke Control Systems - Mechanical or Passive	\$816.00
D. MECHANICAL	
1. Residential Mechanical System	\$204.00 (including 4 pieces of equipment), \$12.00 per piece of equipment over 4
2. Commercial Mechanical System	\$545.00 (including 4 pieces of equipment), \$12.00 per piece of equipment over 4
3. All Other Mechanical Plan Review (Residential and Commercial)	Hourly rate, 1-hour minimum
E. PLUMBING	
1. Plumbing System	\$204.00 (including 4 fixtures), \$12.00 per fixture over 4
2. Gas Piping System standalone permit	\$204.00 (including 4 outlets), \$12.00 per outlet over 4
3. Gas Piping as part of a plumbing or mechanical permit	\$12.00 per outlet (when included in outlet count)
4. Backflow Prevention Device - standalone permit	\$204.00 (including 4 devices), \$12.00 per devices over 4
5. Backflow Prevention Device as part of a plumbing systems permit	\$12.00 per device (when included in fixture count)
6. All Other Plumbing Plan Review (Residential and Commercial)	Hourly rate, 1-hour minimum
F. ENVIRONMENTAL REVIEW	
1. Single-Family SEPA Checklist	\$3,264.00
2. Multifamily/Commercial SEPA Checklist	\$4,896.00
3. Planned Action Determination	Hourly rate, 5-hour minimum
4. Environmental Impact Statement Review	\$8,486.00
G. LAND USE	
1. Accessory Dwelling Unit	\$871.00
2. Administrative Design Review	\$1,632.00
3. Adult Family Home	\$489.00
4. Comprehensive Plan Amendment – Site Specific (Note: may be combined with Rezone public hearing.)	\$17,952.00 , plus public hearing (\$3876.00)
5. Conditional Use Permit (CUP)	\$7,617.00
6. Historic Landmark Review	\$408.00
7. Interpretation of Development Code	\$763.00
8. Master Development Plan	\$27,202.00 , plus public hearing (\$3876.00)
9. Changes to a Master Development Plan	\$13,601.00 , plus public hearing (\$3876.00)
10. Rezone	\$17,626.00 , plus public hearing (\$3876.00)
11. SCTF Special Use Permit (SUP)	\$15,886.00 , plus public hearing (\$3876.00)
12. Sign Permit - Building Mounted, Awning, Driveway Signs	\$436.00
13. Sign Permit - Monument/Pole Signs	\$871.00
14. Special Use Permit	\$15,886.00 , plus public hearing (\$3876.00)
15. Street Vacation	\$11,207.00 , plus public hearing (\$3876.00)
16. Temporary Use Permit (TUP) EXCEPT fee is waived as provided in SMC 20.30.295(D)(2) for Transitional Encampments	\$1,632.00
17. Deviation from Engineering Standards	Hourly rate, 8-hour minimum
18. Variances - Zoning	\$9,249.00
19. Lot Line Adjustment	\$1,632.00
20. Lot Merger	\$408.00
21. Development Agreement	Hourly rate, 125-hour minimum , plus public hearing (\$3876.00)
22. Non-site Specific Comprehensive Plan or Development Regulation Amendment	\$6,000.00 Note: struck by motion on November 18, 2019.

**City of Shoreline
Fee Schedules**

Exhibit A

3.01.010 Planning and Community Development

Type of Permit Application	2020
H. CRITICAL AREAS FEES	
1. Critical Area Field Signs	\$7.00 per sign
2. Critical Areas Review	Hourly rate, 2-hour minimum
3. Critical Areas Monitoring Inspections (Review of three reports and three inspections.)	\$1,959.00
4. Critical Areas Reasonable Use Permit (CARUP)	\$14,689.00 , plus public hearing (\$3876.00)
5. Critical Areas Special Use Permit (CASUP)	\$14,689.00 , plus public hearing (\$3876.00)
I. MISCELLANEOUS FEES	
1. Permit Fee for Work Commenced Without a Permit	Twice the Applicable Permit Fee
2. Expedited Review – Building or Site Development Permits	Twice the applicable permit review fee(s)
3. All Other Fees Per Hour	Hourly rate, 1-hour minimum
4. Multiple Family Tax Exemption Application Fee	Hourly rate, 3-hour minimum
5. Extension of the Conditional Certificate for the Multiple Family Tax Exemption Application Fee	\$204.00
6. Multiple Family Tax Exemption or Affordable Housing Annual Compliance Verification	\$408.00
7. Pre-application Meeting	\$479.00 Mandatory pre-application meeting \$204.00 Optional pre-application meeting
8. Transportation Impact Analysis (TIA) Review (less than 20 trips)	\$204.00
9. Transportation Impact Analysis (TIA) Review (20 or more trips)	Hourly rate, 1-hour minimum
10. Noise Variance	\$408.00
J. RIGHT-OF-WAY	
1. Right-of-Way Utility Blanket Permits	\$204.00
2. Right-of-Way Use Limited	Hourly rate, 1-hour minimum
3. Right-of-Way Use	Hourly rate, 3-hour minimum
4. Right-of-Way Site	Hourly rate, 4-hour minimum
5. Right-of-Way Special Events	\$1,020.00
6. Residential Parking Zone Permit	\$20.00
7. Right-of-Way Extension	Hourly rate, 1-hour minimum
K. SHORELINE SUBSTANTIAL DEVELOPMENT	
1. Shoreline Conditional Permit Use	\$7,834.00
2. Shoreline Exemption	\$512.00
3. Shoreline Variance	\$10,881.00 , plus public hearing (\$3876.00)
Substantial Development Permit (based on valuation):	
4. up to \$10,000	\$2,720.00
5. \$10,000 to \$500,000	\$6,529.00
6. over \$500,000	\$10,881.00
L. SITE DEVELOPMENT	
1. Clearing and/or Grading Permit	Hourly rate, 3-hour minimum
2. Subdivision Construction	Hourly rate, 10-hour minimum
3. Multiple Buildings	Hourly rate, 10-hour minimum
4. Clearing and Grading Inspection - Sum of Cut and Fill Yardage:	
5. 50-500 CY without drainage conveyance	\$204.00
6. 50-500 CY with drainage conveyance	\$436.00
7. 501-5,000 CY	\$871.00
8. 5001-15,000 CY	\$1,741.00
9. More than 15,000 CY	\$4,571.00
10. Tree Removal	\$204.00

**City of Shoreline
Fee Schedules**

Exhibit A

3.01.010 Planning and Community Development

Type of Permit Application	2020
M. SUBDIVISIONS	
1. Binding Site Plan	\$6,202.00
2. Preliminary Short Subdivision	\$7,073.00 for two-lot short subdivision, plus (\$544.00) for each additional lot
3. Final Short Subdivision	\$2,068.00
4. Preliminary Subdivision	\$16,322.00 for ten-lot subdivision, plus \$763.00 for each additional lot and \$3,876.00 for public hearing
5. Final Subdivision	\$7,956.00
6. Changes to Preliminary Short or Formal Subdivision	\$4,027.00
7. Plat alteration	Hourly rate, 10-hour minimum
8. Plat alteration with public hearing	Hourly rate, 10-hour minimum , plus public hearing (\$3876.00)
N. SUPPLEMENTAL FEES	
1. Supplemental permit fees	Additional review fees may be assessed if plan revisions are incomplete, corrections not completed, the original scope of the project has changed, or scale and complexity results in review hours exceeding the minimums identified in this schedule. Fees will be assessed at the fee established in SMC 3.01.010(A)(1), minimum of one hour.
2. Reinspection fees	\$272.00 Reinspection fees may be assessed if work is incomplete and corrections not completed.
3. Additional Inspection fees	Additional inspection fees may be assessed for phased construction work or if more inspections are required than included in the permit fee. Fees will be assessed at the fee established in SMC 3.01.010(A)(1), minimum of one hour.
4. Investigation inspection	\$272.00
5. Consultant Services	Additional outside consultant services fee may be assessed if the scope of the permit application exceeds staff resources. Estimate of outside consultant services fees to be provided in advance for applicant agreement.
O. FEE REFUNDS	
<p>The city manager or designee may authorize the refunding of:</p> <ol style="list-style-type: none"> One hundred percent of any fee erroneously paid or collected. Up to 80 percent of the permit fee paid when no work has been done under a permit issued in accordance with this code. Up to 80 percent of the plan review fee paid when an application for a permit for which a plan review fee has been paid is withdrawn or canceled and minimal plan review work has been done. The city manager or designee shall not authorize refunding of any fee paid except on written application filed by the original permittee not later than 180 days after the date of fee payment. 	
P. FEE WAIVER	
<ol style="list-style-type: none"> The City Manager or designee may authorize the waiver of the double fee for work commenced without a permit for property owners not responsible for initiating the work without a permit. Any fee waiver request must be submitted in writing by the current property owner prior to permit issuance and detail the unpermitted work related to the dates of property ownership. 	

**City of Shoreline
Fee Schedules**

Exhibit A

3.01.010 Planning and Community Development

Type of Permit Application	2020
Q. IMPACT FEE ADMINISTRATIVE FEES	
1. Administrative Fee - All applicable projects per building permit application	Hourly rate, 1-hour minimum
2. Administrative Fee - Impact fee estimate/preliminary determination for building permit application	Hourly rate, 1-hour minimum
3. Administrative Fee - Independent fee calculation per impact fee type	Hourly rate, 1-hour minimum
4. Administrative Fee - Deferral program	Hourly rate, 1-hour minimum
All administrative fees are nonrefundable.	
Administrative fees shall not be credited against the impact fee.	
Administrative fees applicable to all projects shall be paid at the time of building permit issuance.	
Administrative fees for impact fee estimates or preliminary determination shall be paid at the time the request is submitted to the city.	
Administrative fees for independent fee calculations shall be paid prior to issuance of the director's determination, or for fire impact fees, the fire chief's determination.	

[Ord. 857 § 2 (Exh. B), 2019; Ord. 855 § 2 (Exh. A), 2019; Ord. 841 § 3 (Exh. A), 2018; Ord. 806 § 3 (Exh. A), 2017; Ord. 785 § 1, 2017; Ord. 779 § 1, 2017; Ord. 778 § 1, 2017; Ord. 758 § 3 (Exh. A), 2016; Ord. 737 § 1 (Exh. A), 2016; Ord. 728 § 3 (Exh. A), 2015; Ord. 699 § 3 (Exh. A), 2014; Ord. 678 § 1, 2013 (Exh. A); Ord. 650 § 3, 2012; Ord. 646 § 2, 2012; Ord. 641 § 1, 2012; Ord. 629 § 1, 2012; Ord. 622 § 3 (Exh. A), 2011; Ord. 585 §§ 3(a), 3(b) (Exh. B), 2010; Ord. 563 § 3 (Exh. B), 2009; Ord. 528 § 3 (Exh. A), 2008; Ord. 486 § 3, 2007; Ord. 451 § 1, 2006; Ord. 426 § 4, 2006]

City of Shoreline Fee Schedules

3.01.015 Transportation Impact Fees

ITE Code	Land Use Category/Description	2020	
		Impact Fee Per Unit @	
		\$7,603.80 per Trip	
A. Rate Table			
90	Park-and-ride lot w/ bus svc	3,604.21	per parking space
110	Light industrial	9.85	per square foot
140	Manufacturing	7.42	per square foot
151	Mini-warehouse	2.64	per square foot
210	Single family house (includes townhouse and duplex)	7,045.64	per dwelling unit
220	Apartment (includes accessory dwelling unit)	4,565.33	per dwelling unit
230	Condominium	4,635.09	per dwelling unit
240	Mobile home park	3,292.62	per dwelling unit
251	Senior housing	1,506.79	per dwelling unit
254	Assisted Living	690.60	per bed
255	Continuing care retirement	2,247.78	per dwelling unit
310	Hotel	4,710.27	per room
320	Motel	3,752.25	per room
444	Movie theater	14.77	per square foot
492	Health/fitness club	19.45	per square foot
530	School (public or private)	5.72	per square foot
540	Junior/community college	14.96	per square foot
560	Church	3.85	per square foot
565	Day care center	36.94	per square foot
590	Library	18.67	per square foot
610	Hospital	9.05	per square foot
710	General office	13.62	per square foot
720	Medical office	24.74	per square foot
731	State motor vehicles dept	119.22	per square foot
732	United States post office	28.45	per square foot
820	General retail and personal services (includes shopping center)	10.30	per square foot
841	Car sales	18.94	per square foot
850	Supermarket	28.13	per square foot
851	Convenience market-24 hr	52.28	per square foot
854	Discount supermarket	28.69	per square foot
880	Pharmacy/drugstore	16.57	per square foot
912	Bank	40.31	per square foot
932	Restaurant: sit-down	29.07	per square foot
934	Fast food	66.88	per square foot
937	Coffee/donut shop	84.85	per square foot
941	Quick lube shop	30,170.72	per service bay
944	Gas station	27,435.58	per pump
948	Automated car wash	58.64	per square foot
B. Administrative Fees - See SMC 3.01.010			

[Ord. 841 § 3 (Exh. A), 2018; Ord. 806 § 3 (Exh. A), 2017; Ord. 758 § 3 (Exh. A), 2016; Ord. 737 § 2 (Exh. A), 2016; Ord. 728 § 3 (Exh. A), 2015; Ord. 720 § 1, 2015; Ord. 704 § 1, 2015; Ord. 699 § 3 (Exh. A), 2014; Ord. 690 § 2 (Exh B), 2014]

City of Shoreline Fee Schedules

3.01.016 Park Impact Fees

		2020
A. Rate Table		
Use Category	Impact Fee	
Single Family Residential	4,286	per dwelling unit
Multi-Family Residential	2,812	per dwelling unit
B. Administrative Fees - See SMC 3.01.010		

[Ord. 841 § 3 (Exh. A), 2018; Ord. 806 § 3 (Exh. A), 2017; Ord. 786 § 2 (Exh. B), 2017]

City of Shoreline Fee Schedules

3.01.017 Fire Impact Fees

		2020	
A. Rate Table			
Use Category		Impact Fee	
Residential			
Single-Family Residential		2,311.00	per dwelling unit
Multi-Family Residential		2,002.00	per dwelling unit
Commercial			
Commercial 1		2.84	per square foot
Commercial 2		1.83	per square foot
Commercial 3		5.73	per square foot
B. Administrative Fees - See SMC 3.01.010			

[Ord. 841 § 3 (Exh. A), 2018; Ord. 791 § 2 (Exh. 2), 2017]

**City of Shoreline
Fee Schedules**

3.01.020 Fire - Operational

Type of Permit Application	2020
A. FIRE - OPERATIONAL	
1. Aerosol Products	\$204.00
2. Amusement Buildings	\$204.00
3. Carnivals and Fairs	\$204.00
4. Combustible Dust-Producing Operations	\$204.00
5. Combustible Fibers	\$204.00
6. Compressed Gases	\$204.00
7. Cryogenic Fluids	\$204.00
8. Cutting and Welding	\$204.00
9. Dry Cleaning (hazardous solvent)	\$204.00
10. Flammable/Combustible Liquid Storage/Handle/Use	\$204.00
11. Flammable/Combustible Liquid Storage/Handle/Use - (add'l specs)	Add'l fee based on site specs
12. Floor Finishing	\$204.00
13. Garages, Repair or Servicing - 1 to 5 Bays	\$204.00
14. Garages, Repair or Servicing - (add'l 5 Bays)	\$102.00
15. Hazardous Materials	\$611.00
16. Hazardous Materials (including Battery Systems 55 gal>)	\$204.00
17. High-Piled Storage	\$204.00
18. Hot Work Operations	\$204.00
19. Indoor Fueled Vehicles	\$204.00
20. Industrial Ovens	\$204.00
21. LP Gas-Consumer Cylinder Exchange	\$102.00
22. LP Gas-Retail Sale of 2.5 lb or less	\$102.00
23. LP Gas-Commercial Containers (Tanks)	\$204.00
24. LP Gas-Commercial Containers, Temporary (Tanks)	\$204.00
25. Lumber Yard	\$204.00
26. Misc Comb Material	\$204.00
27. Open Flames and Candles	\$204.00
28. Open Flames and Torches	\$204.00
29. Places of Assembly 50 to 100	\$102.00
30. Places of Assembly up to 500	\$204.00
31. Places of Assembly 501>	\$407.00
32. Places of Assembly (add'l assembly areas)	\$102.00
33. Places of Assembly - A-5 Outdoor	\$102.00
34. Places of Assembly - Outdoor Pools	\$102.00
35. Places of Assembly - Open Air Stadiums	\$204.00
36. Pyrotechnic Special Effects Material	\$204.00
37. Pyrotechnic Special Effects Material (add'l specs)	Add'l fee based on site specs
38. Refrigeration Equipment	\$204.00
39. Scrap Tire Storage	\$204.00
40. Spraying or Dipping	\$204.00
41. Waste Handling	\$204.00
42. Wood Products	\$204.00

[Ord. 841 § 3 (Exh. A), 2018; Ord. 806 § 3 (Exh. A), 2017; Ord. 758 § 3 (Exh. A), 2016; Ord. 728 § 3 (Exh. A), 2015; Ord. 699 § 3 (Exh. A), 2014; Ord. 678 § 3 (Exh. A), 2013]

**City of Shoreline
Fee Schedules**

3.01.025 Affordable Housing Fee In-Lieu

2020		
A. Rate Table		
Zoning District	Fee per unit if providing 10% of total units as affordable	Fee per unit if providing 20% of total units as affordable
MUR-45	206,152.00	158,448.00
MUR-70	206,152.00	158,448.00
MUR-70 with development agreement	253,855.00	206,152.00
Note: The Fee In-Lieu is calculated by multiplying the fee shown in the table by the fractional mandated unit. For example, a 0.40 fractional unit multiplied by \$206,152 would result in a Fee In-Lieu of \$82,460.80.		

[Ord. 841 § 2 (Exh. A), 2019; Ord. 817 § 1, 2018]

City of Shoreline Fee Schedules

3.01.100 Animal Licensing and Service Fees

Annual License	2020
A. PET - DOG OR CAT	
1. Unaltered	\$60.00
2. Altered	\$30.00
3. Juvenile pet	\$15.00
4. Discounted pet	\$15.00
5. Replacement tag	\$5.00
6. Transfer fee	\$3.00
7. License renewal late fee – received 45 to 90 days following license expiration	\$15.00
8. License renewal late fee – received 90 to 135 days following license expiration	\$20.00
9. License renewal late fee – received more than 135 days following license expiration	\$30.00
10. License renewal late fee – received more than 365 days following license expiration	\$30.00 plus license fee(s) for any year(s) that the pet was unlicensed
<i>Service Animal Dogs and Cats and K-9 Police Dogs: Service animal dogs and cats and K-9 police dogs must be licensed, but there is no charge for the license.</i>	
B. GUARD DOG	
1. Guard dog registration	\$100.00
C. ANIMAL RELATED BUSINESS	
1. Hobby kennel and hobby cattery	\$50.00
2. Guard dog trainer	\$50.00
3. Guard dog purveyor	\$250.00
D. GUARD DOG PURVEYOR	
1. If the guard dog purveyor is in possession of a valid animal shelter, kennel or pet shop license, the fee for the guard dog purveyor license shall be reduced by the amount of the animal shelter, kennel or pet shop license.	
E. FEE WAIVER	
1. The director of the animal care and control authority may waive or provide periods of amnesty for payment of outstanding licensing fees and late licensing penalty fees, in whole or in part, when to do so would further the goals of the animal care and control authority and be in the public interest. In determining whether a waiver should apply, the director of the animal care and control authority must take into consideration the total amount of the fees charged as compared with the gravity of the violation and the effect on the owner, the animal's welfare and the animal care and control authority if the fee or fees or penalties are not waived and no payment is received.	

[Ord. 841 § 3 (Exh. A), 2018; Ord. 806 § 3 (Exh. A), 2017; Ord. 758 § 3 (Exh. A), 2016; Ord. 728 § 3 (Exh. A), 2015; Ord. 699 § 3 (Exh. A), 2014; Ord. 678 § 1, 2013 (Exh. A); Ord. 650 § 3 (Exh. A), 2012; Ord. 595 § 3 (Att. B), 2011]

City of Shoreline Fee Schedules

3.01.200 Business License Fees

License	2020
A. BUSINESS LICENSE FEES - GENERAL	
1. Business license registration fee for new application filed between January 1 and June 30)	\$40.00
2. Business license registration fee for new application filed between July 1 and December 31	\$20.00
The annual business license fee is prorated as necessary to conform to SMC 5.05.060.	
3. Annual business license renewal fee	\$40.00 due January 31
a. Penalty schedule for late annual business license renewal as described in SMC 5.05.080 received after:	
i. January	\$10.00
ii. February	\$15.00
iii. March	\$20.00
B. REGULATORY LICENSE FEES	
1. Regulated massage business	\$224.00 Per Year
2. Massage manager	\$49.00 Per Year
Plus additional \$11 fee for background checks for regulated massage business or massage manager:	
3. Public dance	\$153.00 Per Dance
4. Pawnbroker	\$717.00 Per Year
5. Secondhand Dealer	\$69.00 Per Year
6. Master solicitor	\$140.00 Per Year
7. Solicitor	\$35.00 Per Year
Late fees for the above regulatory licenses: A late penalty shall be charged on all applications for renewal of a regulatory license received later than 10 working days after the expiration date of such license. The amount of such penalty is fixed as follows: * For a license requiring a fee of less than \$50.00, two percent of the required fee. * For a license requiring a fee of more than \$50.00, ten percent of the required fee.	
8. Adult cabaret operator	\$717.00 Per Year
9. Adult cabaret manager	\$153.00 Per Year
10. Adult cabaret entertainer	\$153.00 Per Year
11. Panoram Operator	\$715.00 Per Year
Plus additional \$58 fee for fingerprint background checks for each operator:	
12. Panoram premise	\$294.00 Per Year
13. Panoram device	\$84.00 Per Year Per Device
Penalty schedule for Adult cabaret and Panoram licenses:	
Days Past Due	
7 - 30	10% of Regulatory License Fee
31 - 60	25% of Regulatory License Fee
61 and over	100% of Regulatory License Fee

City of Shoreline Fee Schedules

14. Duplicate Regulatory License	\$6.00
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[Ord. 841 § 3 (Exh. A), 2018; Ord. 806 § 3 (Exh. A), 2017; Ord. 758 § 3 (Exh. A), 2016; Ord. 734 § 2, 2016; Ord. 728 § 3 (Exh. A), 2015; Ord. 699 § 3 (Exh. A), 2014; Ord. 650 § 3 (Exh. A), 2012; Ord. 625 § 4, 2012; Ord. 622 § 3 (Exh. A), 2011; Ord. 585 §§ 3(a), 3(b) (Exh. B), 2010; Ord. 563 § 4 (Exh. B), 2009]

3.01.205 Filmmaking Permit Fees

	2020
A. PERMIT FEES	
1. Low Impact Film Production	\$25.00 flat fee per production (for up to 14 consecutive days of filming)
2. Low Impact Daily Rate (each additional day after 14 days)	\$25.00 per additional day
3. Moderate Impact Film Production	\$25.00 per day
4. High Impact Film Production	Applicable permit fees apply, including but not limited to, permits for the right-of-way and park rental fees.
B. FEE WAIVER	
The city manager may consider a waiver for any fees that may apply under this section. Any fee waiver request must be submitted concurrently with the filmmaking permit application.	
C. ADDITIONAL COSTS	
Any additional costs incurred by the city, related to the filmmaking permitted activity, shall be paid by the applicant. The applicant shall comply with all additional cost requirements contained in the Shoreline Film Manual.	

[Ord. 859 § 2 (Exh. B), 2019]

3.01.210 Hearing Examiner Fees

	2020
A. HEARING EXAMINER APPEAL HEARING FEE	\$545.00

[Ord. 855 § 2 (Exh. A), 2019; Ord. 841 § 3 (Exh. A), 2018; Ord. 806 § 3 (Exh. A), 2017; Ord. 758 § 3 (Exh. A), 2016; Ord. 728 § 3 (Exh. A), 2015; Ord. 699 § 3 (Exh. A), 2014; Ord. 650 § 3 (Exh. A), 2012; Ord. 622 § 3 (Exh. A), 2011; Ord. 585 §§ 3(a), 3(b) (Exh. B), 2010; Ord. 528 § 3 (Exh. A), 2008; Ord. 486 § 3, 2007; Ord. 451 § 2, 2006]

3.01.220 Public Records

	2020
1. Photocopying paper records	
a. Black and white photocopies of paper up to 11 by 17 inches - if more than five pages	\$0.15 Per Page
b. Black and white photocopies of paper larger than 11 by 17 inches - City Produced	\$5.00 First Page \$1.50 Each additional page
c. Color photocopies up to 11 by 17 inches - if more than three pages	\$0.25 Per Page
2. Scanning paper records	
a. Scans of paper up to 11 by 17 inches - if more than five pages	\$0.15 Per Page

City of Shoreline Fee Schedules

3. Copying electronic records	
a. Copies of electronic records to file sharing site - if more than five pages (2 minute minimum)	\$0.91 Per Minute
b. Copies of electronic records onto other storage media	Cost incurred by City for hardware plus \$0.91/minute
4. Other fees	
a. Photocopies - vendor produced	Cost charged by vendor, depending on size and process
b. Convert electronic records (in native format) into PDF format – if more than 15 minutes	\$50.00 Per hour
c. Service charge to prepare data compilations or provide customized electronic access services	Actual staff cost
d. Photographic prints and slides	Cost charged by vendor, depending on size and process
e. Clerk certification	\$1.50 Per document
5. Geographic Information Systems (GIS) services	
a. GIS maps smaller than 11 by 17 inches	\$0.50 Per Page
b. GIS maps larger than 11 by 17 inches	\$1.70 Per Square Foot
c. Custom GIS Mapping and Data Requests	\$100.00 Per Hour (1 Hour Minimum)

[Ord. 841 § 3 (Exh. A), 2018; Ord. 806 § 3 (Exh. A), 2017; Ord. 784 § 1, 2017; Ord. 778 § 1, 2017; Ord. 758 § 3 (Exh. A), 2016; Ord. 738 § 1, 2016; Ord. 728 § 3 (Exh. A), 2015; Ord. 699 § 3 (Exh. A), 2014; Ord. 678 § 1, 2013 (Exh. A); Ord. 650 § 3 (Exh. A), 2012; Ord. 622 § 3 (Exh. A), 2011; Ord. 585 §§ 3(a), 3(b) (Exh. B), 2010; Ord. 563 § 3 (Exh. B), 2009; Ord. 528 § 3 (Exh. A), 2008; Ord. 486 § 3, 2007; Ord. 451 § 6, 2006; Ord. 435 § 7, 2006; Ord. 404, 2005; Ord. 366, 2004; Ord. 342, 2003; Ord. 315, 2002; Ord. 294 § 1, 2001; Ord. 285 § 3, 2001; Ord. 256 § 3, 2000]

City of Shoreline Fee Schedules

3.01.300 Parks, Recreation and Cultural Services

Fee	2020 Resident Rate	2020 Non- Resident Rate
A. OUTDOOR RENTAL FEES		
1. Picnic Shelters – (same for all groups)		
a. Half Day (9:00am-2:00pm or 2:30pm-Dusk)	\$72	\$91
b. Full Day (9:00am - Dusk)	\$104	\$131
2. Cromwell Park Amphitheater & Richmond Beach Terrace		
a. Half Day	\$72	\$91
b. Full Day	\$104	\$131
3. Alcohol Use		
a. Per hour, 4 hour minimum (includes shelter rental)	\$92	\$111
4. Athletic Fields (Per Hour)		
a. Lights (determined by dusk schedule; hourly rate includes \$5 Capital Improvement Fee)	\$24	\$24
b. Youth Organization Game * and/or Practice	\$7	\$10
c. Youth Organization Tournament *	\$10	\$13
d. Practice	\$17	\$22
e. Games *	\$33	\$39
f. * Additional field prep fee may be added	\$27	\$37
5. Synthetic Fields (Per Hour)		
a. Youth Organizations	\$20	\$28
b. Private Rentals	\$67	\$83
c. Discount Field Rate **	\$20	\$28
6. Tennis Courts		
a. Per hour	\$8	\$9
7. Park and Open Space Non-Exclusive Use Permit		
a. per hour	\$16	\$19
8. Community Garden Plot Annual Rental Fee		
a. Standard Plot	\$44	N/A
b. Accessible Plot	\$22	N/A
**Offered during hours of low usage as established and posted by the PRCS Director		
9. Amplification Supervisor Fee		
a. Per hour; when applicable	\$26	\$26
10. Attendance Fee		
a. 101-199 Attendance	\$53	\$53
b. 200-299 Attendance	\$106	\$106
c. 300+ Attendance	Varies	Varies

City of Shoreline Fee Schedules

3.01.300 Parks, Recreation and Cultural Services

Fee	2020 Resident Rate	2020 Non-Resident Rate
B. INDOOR RENTAL FEES		
	Per Hour (2 Hour Minimum)	Per Hour (2 Hour Minimum)
1. Richmond Highlands (same for all groups) Maximum Attendance 214		
a. Entire Building (including building monitor)	\$63	\$76
2. Spartan Recreation Center Fees for Non-Profit Youth Organizations/Groups		
a. Multi-Purpose Room 1 or 2	\$13	\$17
b. Multi-Purpose Room 1 or 2 w/Kitchen	\$22	\$27
c. Gymnastics Room	\$13	\$17
d. Dance Room	\$13	\$17
e. Gym-One Court	\$22	\$27
f. Entire Gym	\$38	\$49
g. Entire Facility	\$103	\$131
3. Spartan Recreation Center Fees for All Other Organizations/Groups		
a. Multi-Purpose Room 1 or 2	\$26	\$32
b. Multi-Purpose Room 1 or 2 w/Kitchen	\$37	\$45
c. Gymnastics Room	\$26	\$32
d. Dance Room	\$26	\$32
e. Gym-One Court	\$37	\$45
f. Entire Gym	\$70	\$84
g. Entire Facility	\$136	\$163
As a health and wellness benefit for regular City employees, daily drop-in fees for regular City employees shall be waived.		
* Rentals outside the normal operating hours of the Spartan Gym may require an additional supervision fee. (See Below)		
4. City Hall Rental Fees		
a. City Hall Rental - Third Floor Conference Room	\$38 Per Hour	\$46 Per Hour
b. City Hall Rental - Council Chambers	\$110 Per Hour	\$131 Per Hour
c. AV Set-up Fee - Per Room	\$16	\$16
5. Other Indoor Rental Fees:		
a-1. Security Deposit (1-125 people): (refundable)	\$200	\$200
a-2. Security Deposit (126+ people): (refundable)	\$400	\$400
b. Supervision Fee (if applicable)	\$21/hour	\$21/hour
c. Daily Rates (shall not exceed)	\$925	\$1,110

City of Shoreline Fee Schedules

3.01.300 Parks, Recreation and Cultural Services

Fee	2020 Resident Rate	2020 Non-Resident Rate
C. CONCESSIONAIRE PERMIT		
1. Annual Permit - Calendar Year (requires additional hourly fee)	\$53	\$63
2. Additional Hourly Concession Fee (requires annual permit)	\$3/hour	\$3/hour
Concession Permit fees and additional Concession Fees are exempt for Non-Profit Youth Organizations, and sanctioned Neighborhood Association Events. Sanctioned Neighborhood Associations Events are exempt from all rental fees with the exception of associated supervision fees when applicable. Concession/Admission/Sales Fees may be modified at the discretion of the PRCS Director.		
D. INDOOR DROP-IN FEES		
1. Showers Only (Spartan Recreation Center)	\$1	\$1
2. Drop-In		
a. Adult	\$3	\$4
b. Senior/Disabled	\$2	\$3
3. 1 Month Pass		
a. Adult	\$26	\$33
b. Senior/Disabled	\$17	\$22
4. 3 Month Pass		
a. Adult	\$65	\$76
b. Senior/Disabled	\$46	\$54
Senior is 60+ years of age		
E. AQUATICS DROP-IN FEES		
1. Drop-In		
a. Adult	\$4	\$5
b. Adult- Real Deal	\$2	\$3
c. Youth/Senior/Disabled	\$3	\$4
d. Youth/Senior/Disabled - Real Deal	\$1	\$2
e. Family	\$11	\$13
2. 1 Month Pass		
a. Adult	\$44	\$54
b. Youth/Senior/Disabled	\$33	\$39
c. Family	\$136	\$163
3. 3 Month Pass		
a. Adult	\$125	\$156
b. Youth/Senior/Disabled	\$94	\$112
c. Family	\$337	\$405
4. 1 Year Pass		
a. Adult	\$457	\$571
b. Youth/Senior/Disabled	\$314	\$377
c. Family	\$881	\$1,058

City of Shoreline Fee Schedules

3.01.300 Parks, Recreation and Cultural Services

Fee	2020 Resident Rate	2020 Non- Resident Rate
5. Showers Only (Shoreline Pool)	\$1	\$1
F. INDOOR / AQUATICS JOINT PASS FEES		
1. Indoor / Aquatics Joint 1 Month Pass		
a. Adult	\$59	\$71
b. Senior/Disabled	\$41	\$50
G. AQUATICS RENTAL FEES		
1. Ongoing Organization Rentals (Insurance Required)		
a. Rentals On-Going (non-swim team) per hour	\$83	\$100
b. Swim Team Per/ Lane/Hr	\$12	\$15
2. Public Rentals per Hour		
a. 1-60	\$128	\$153
b. 61-150	\$166	\$200
Aquatics and General Recreation programs fees are based upon market rate.		
H. AQUATICS AND GENERAL RECREATION PROGRAM FEES		
Aquatics and General Recreation Program Fees are based upon the PRCS Cost Recovery/Fee Setting Framework.		
I. FEE IN LIEU OF STREET TREE REPLACEMENT	\$2,611	N/A
J. FEE REFUNDS		
Whenever a fee is paid for the use of Parks, Recreation and Cultural Services Department facilities or property or for participation in a Parks, Recreation and Cultural Services Department sponsored class or program, and a refund request is made to the city, fees may be refunded according to the Parks, Recreation and Cultural Services Department's Refund Policy and Procedures.		
K. RECREATION SCHOLARSHIPS		
Scholarships for the fee due to the participate in a Parks, Recreation and Cultural Services Department sponsored class or program may be awarded when a request is made to the city according to the Parks, Recreation and Cultural Services Department's Recreation Scholarship Policy and Procedures.		

[Ord. 841 § 3 (Exh. A), 2018; Ord. 806 § 3 (Exh. A), 2017; Ord. 758 § 3 (Exh. A), 2016; Ord. 728 § 3 (Exh. A), 2015; Ord. 699 § 3 (Exh. A), 2014; Ord. 678 § 1, 2013 (Exh. A); Ord. 650 § 3 (Exh. A), 2012; Ord. 647 § 2, 2012; Ord. 627 § 4, 2012; Ord. 622 § 3 (Exh. A), 2011; Ord. 602 § 1, 2011; Ord. 585 §§ 3(a), 3(b) (Exh. B), 2010; Ord. 563 § 3 (Exh. A), 2009; Ord. 528 § 3 (Exh. A), 2008; Ord. 486 § 3, 2007; Ord. 451 § 3, 2006; Ord. 428 § 1, 2006; Ord. 404, 2005; Ord. 366, 2004; Ord. 342, 2003; Ord. 315, 2002; Ord. 294 § 1, 2001; Ord. 285 § 2, 2001; Ord. 256 § 2, 2000]

City of Shoreline Fee Schedules

3.01.400 Surface Water Management Rate Table

Rate Category	Percent Hard Surface	2019 SWM Annual Fee Adopted (includes all taxes)	2020 SWM Annual Fee			
			2020 SWM Annual Fee	Effective Utility Tax	Per Unit	Fee + Utility Tax
A. Rate Table						
1. Residential: Single-family home		\$246.55	\$255.85	\$15.35	Per Parcel	\$271.20
2. Very Light	Less than or equal to 10%	\$246.55	\$255.85	\$15.35	Per Parcel	\$271.20
3. Light	More than 10%, less than or equal to 20%	\$572.62	\$594.23	\$35.65	Per Acre	\$629.88
4. Moderate	More than 20%, less than or equal to 45%	\$1,182.97	\$1,227.61	\$73.66	Per Acre	\$1,301.27
5. Moderately Heavy	More than 45%, less than or equal to 65%	\$2,294.35	\$2,380.93	\$142.86	Per Acre	\$2,523.79
6. Heavy	More than 65%, less than or equal to 85%	\$2,906.72	\$3,016.41	\$180.98	Per Acre	\$3,197.39
7. Very Heavy	More than 85%, less than or equal to 100%	\$3,807.37	\$3,951.04	\$237.06	Per Acre	\$4,188.10
Minimum Rate		\$246.55	\$255.85	\$15.35		\$271.20
There are two types of service charges: The flat rate and the sliding rate. The flat rate service charge applies to single family homes and parcels with less than 10% hard surface. The sliding rate service charge applies to all other properties in the service area. The sliding rate is calculated by measuring the amount of hard surface on each parcel and multiplying the appropriate rate by total acreage.						
B. CREDITS						
Several special rate categories will automatically be assigned to those who qualify						
1. An exemption for any home owned and occupied by a low income senior citizen determined by the assessor to qualify under RCW 84.36.381.						
2. A public school district shall be eligible for a waiver of up to 100% of its standard rates based on providing curriculum which benefits surface water utility programs. The waiver shall be provided in accordance with the Surface Water Management Educational Fee Waiver procedure. The program will be reviewed by July 1, 2021.						
3. Alternative Mobile Home Park Charge. Mobile Home Park Assessment can be the lower of the appropriate rate category or the number of mobile home spaces multiplied by the single-family residential rate.						
C. RATE ADJUSTMENTS						
Any person receiving a bill may file a request for a rate adjustment within two years of the billing date. (Filing a request will not extend the payment period). Property owners should file a request for a change in the rate assessed if:						
1. The property acreage is incorrect;						
2. The measured hard surface is incorrect;						
3. The property is charged a sliding fee when the fee should be flat;						
4. The person or property qualifies for an exemption or discount; or						
5. The property is wholly or in part outside the service area.						
D. REBATE						
Developed properties shall be eligible for the rebate under SMC 13.10.120 for constructing approved rain gardens or conservation landscaping at a rate of \$2.50 per square foot not to exceed \$2,000 for any parcel.						

[Ord. 841 § 3 (Exh. A), 2018; Ord. 806 § 3 (Exh. A), 2017; Ord. 758 § 3 (Exh. A), 2016; Ord. 704 § 1, 2015; Ord. 699 § 3 (Exh. A), 2014; Ord. 678 § 1, 2013 (Exh. A); Ord. 659 § 2, 2013; Ord. 650 § 3 (Exh. A), 2012; Ord. 642 § 1, 2012; Ord. 622 § 3 (Exh. A), 2011; Ord. 585 § 3(a), 2010; Ord. 528 § 3 (Exh. A), 2008; Ord. 486 § 3, 2007; Ord. 451 §§ 7, 14, 2006; Ord. 404, 2005; Ord. 366, 2004; Ord. 342, 2003; Ord. 315, 2002. Formerly 3.01.070.]

**City of Shoreline
Fee Schedules**

Exhibit A

3.01.500 Solid Waste Rate Schedule

Solid Waste Rate Schedule from CleanScapes				
Service Level	Pounds Per Unit	Disposal Fee	Collection Fee	2020 Fee Total
A. MONTHLY				
1. One 32-gallon Garbage Cart	4.43	\$1.35	\$0.00	\$0.00
B. WEEKLY RESIDENTIAL CURBSIDE SERVICE				
1. One 10-gallon Garbage Micro-Can	6.00	\$1.83	\$12.44	\$14.27
2. One 20-gallon Garbage Cart	12.00	\$3.66	\$16.66	\$20.32
3. One 32/35 -gallon Garbage Cart	19.20	\$5.86	\$20.55	\$26.41
4. One 45-gallon Garbage Cart	27.00	\$8.25	\$27.79	\$36.04
5. One 60/64-gallon Garbage Cart	38.40	\$11.74	\$29.38	\$41.12
6. One 90/96-gallon Garbage Cart	57.60	\$17.60	\$33.54	\$51.14
7. Additional 32 Gallon Cans (weekly svc)	-	\$5.87	\$7.77	\$13.64
8. Extras (32 gallon equivalent)	-	\$1.35	\$2.95	\$4.30
9. Miscellaneous Fees:				
a. Extra Yard Debris (32 gallon bag/bundle/can)				\$3.11
b. 2nd and Additional 96-Gallon Yard Waste Cart				\$6.22
c. Return Trip				\$6.22
d. Roll-out Charge, per 25 ft, per cart, per time				\$3.11
e. Drive-in Charge, per month				\$6.22
f. Extended Vacation Hold (per week)				\$1.00
g. Overweight/Oversize container (per p/u)				\$3.11
h. Redelivery of one or more containers				\$10.37
i. Cart Cleaning (per cart per cleaning)				\$10.37
C. ON-CALL BULKY WASTE COLLECTION				
1. Non-CFC Containing Large Appliances ("white goods"), per item				\$20.73
2. Refrigerators/Freezers/Air Conditioners per item				\$31.10
3. Sofas, Chairs, per item	-	\$7.63	\$13.99	\$21.62
4. Mattresses, Boxsprings, per item	-	\$7.63	\$13.99	\$21.62
D. WEEKLY COMMERCIAL & MULTIFAMILY CAN AND CART				
1. One 20-gallon Garbage Cart	12.00	\$3.66	\$14.77	\$18.43
2. One 32/35-gallon Garbage Cart	19.20	\$5.86	\$16.65	\$22.51
3. One 45-gallon Garbage Cart	27.00	\$8.25	\$19.16	\$27.41
4. One 60/64-gallon Garbage Cart	38.40	\$11.74	\$22.22	\$33.96
5. One 90/96-gallon Garbage Cart	57.60	\$17.60	\$25.55	\$43.15
6. Extras (32-gallon equivalent)	-	\$1.35	\$4.06	\$5.41
7. Miscellaneous Fees:				
a. Weekly 64-gal Cart Yard Debris/Foodwaste service				\$24.92
b. Return Trip				\$7.89
c. Roll-out Charge, per addtn'l 25 ft, per cart, per p/u				\$1.97
d. Redelivery of containers				\$13.14
e. Cart Cleaning (per cart per cleaning)				\$13.14
E. WEEKLY COMMERCIAL DETACHABLE CONTAINER (COMPACTED)				
1. 1 Cubic Yard Container	394.80	\$120.63	\$111.80	\$232.43
2. 1.5 Cubic Yard Container	789.60	\$241.28	\$206.34	\$447.62
3. 2 Cubic Yard Container	1,184.40	\$361.91	\$300.89	\$662.80
4. 3 Cubic Yard Container	1,579.20	\$482.55	\$410.04	\$892.59
5. 4 Cubic Yard Container	1,974.00	\$603.19	\$519.21	\$1,122.40
6. 6 Cubic Yard Container	2,961.00	\$892.63	\$615.93	\$1,508.56
F. COMMERCIAL DETACHABLE CONTAINER (LOOSE)				
1. 1 Cubic Yard, 1 pickup/week	112.80	\$34.47	\$71.20	\$105.67
2. 1 Cubic Yard, 2 pickups/week	225.60	\$68.93	\$135.86	\$204.70
3. 1 Cubic Yard, 3 pickups/week	338.40	\$103.40	\$200.49	\$303.89
4. 1 Cubic Yard, 4 pickups/week	451.20	\$137.88	\$265.13	\$403.01
5. 1 Cubic Yard, 5 pickups/week	564.00	\$172.34	\$329.77	\$502.11
6. 1.5 Cubic Yard, 1 pickup/week	169.20	\$51.70	\$100.24	\$151.94
7. 1.5 Cubic Yard, 2 pickups/week	338.40	\$103.40	\$193.94	\$297.34

**City of Shoreline
Fee Schedules**

Exhibit A

3.01.500 Solid Waste Rate Schedule

Solid Waste Rate Schedule from CleanScapes				
Service Level	Pounds Per Unit	Disposal Fee	Collection Fee	2020 Fee Total
8. 1.5 Cubic Yard, 3 pickups/week	507.60	\$155.11	\$287.61	\$442.72
9. 1.5 Cubic Yard, 4 pickups/week	676.80	\$206.81	\$381.30	\$588.11
10. 1.5 Cubic Yard, 5 pickups/week	846.00	\$258.51	\$474.98	\$733.49
11. 2 Cubic Yard, 1 pickups/week	225.60	\$68.93	\$129.74	\$198.67
12. 2 Cubic Yard, 2 pickups/week	451.20	\$137.88	\$252.89	\$390.77
13. 2 Cubic Yard, 3 pickups/week	676.80	\$206.81	\$376.06	\$582.87
14. 2 Cubic Yard, 4 pickups/week	902.40	\$275.74	\$499.21	\$774.95
15. 2 Cubic Yard, 5 pickups/week	1,128.00	\$344.68	\$622.37	\$967.05
16. 3 Cubic Yard, 1 pickup/week	338.40	\$103.40	\$178.20	\$281.60
17. 3 Cubic Yard, 2 pickups/week	676.80	\$206.81	\$349.84	\$556.65
18. 3 Cubic Yard, 3 pickups/week	1,015.20	\$310.21	\$521.46	\$831.67
19. 3 Cubic Yard, 4 pickups/week	1,353.60	\$413.62	\$693.10	\$1,106.72
20. 3 Cubic Yard, 5 pickups/week	1,692.00	\$517.02	\$1,275.25	\$1,792.27
21. 4 Cubic Yard, 1 pickup/week	451.20	\$137.88	\$226.67	\$364.55
22. 4 Cubic Yard, 2 pickups/week	902.40	\$275.74	\$446.78	\$722.52
23. 4 Cubic Yard, 3 pickups/week	1,353.60	\$413.62	\$666.90	\$1,080.52
24. 4 Cubic Yard, 4 pickups/week	1,804.80	\$551.49	\$886.99	\$1,438.48
25. 4 Cubic Yard, 5 pickups/week	2,256.00	\$689.37	\$1,107.10	\$1,796.47
26. 6 Cubic Yard, 1 pickup/week	676.80	\$206.81	\$323.63	\$530.44
27. 6 Cubic Yard, 2 pickups/week	1,353.60	\$413.62	\$640.68	\$1,054.30
28. 6 Cubic Yard, 3 pickups/week	2,030.40	\$620.42	\$957.72	\$1,578.14
29. 6 Cubic Yard, 4 pickups/week	2,707.20	\$827.23	\$1,274.77	\$2,102.00
30. 6 Cubic Yard, 5 pickups/week	3,384.00	\$1,034.04	\$1,591.83	\$2,625.87
31. 8 Cubic Yard, 1 pickup/week	902.40	\$275.74	\$411.83	\$687.57
32. 8 Cubic Yard, 2 pickups/week	1,804.80	\$551.49	\$817.08	\$1,368.57
33. 8 Cubic Yard, 3 pickups/week	2,707.20	\$827.23	\$1,222.35	\$2,049.58
34. 8 Cubic Yard, 4 pickups/week	3,609.60	\$1,102.98	\$1,627.60	\$2,730.58
35. 8 Cubic Yard, 5 pickups/week	4,512.00	\$1,378.72	\$2,032.86	\$3,411.58
36. Extra loose cubic yard in container, per pickup	-	\$7.97	\$6.12	\$14.09
37. Extra loose cubic yard on ground, per pickup	-	\$7.97	\$19.26	\$27.23
38. Detachable Container Miscellaneous Fees (per occurrence):				
a. Stand-by Time (per minute)				\$2.10
b. Container Cleaning (per yard of container size)				\$13.14
c. Fee for Collection of Contaminated Recycling or Compost Containers				\$25.00
d. Redelivery of Containers				\$26.29
e. Return Trip				\$13.14
Service Level (based on pick ups)	Daily Rent	Monthly Rent	Delivery Charge	Haul Charge
G. COMMERCIAL & MULTIFAMILY DROP-BOX COLLECTION				
1. Non-compacted 10 cubic yard Drop-box (6 boxes)	8.26	\$82.67	\$148.82	\$210.12
2. Non-compacted 15 cubic yard Drop-box	8.26	\$82.67	\$148.82	\$210.12
3. Non-compacted 20 cubic yard Drop-box (7 boxes)	8.26	\$115.75	\$148.82	\$255.00
4. Non-compacted 25 cubic yard Drop-box	8.26	\$132.28	\$148.82	\$277.37
5. Non-compacted 30 cubic yard Drop-box (11 boxes)	8.26	\$148.82	\$148.82	\$299.77
6. Non-compacted 40 cubic yard Drop-box (2 boxes)	8.26	\$165.35	\$148.82	\$344.58
7. Compacted 10 cubic yard Drop-box (2 boxes)			\$165.35	\$265.63
8. Compacted 20 cubic yard Drop-box (3 boxes)			\$165.35	\$288.03
9. Compacted 25 cubic yard Drop-box (2 boxes)			\$165.35	\$310.42
10. Compacted 30 cubic yard Drop-box (4 boxes)			\$165.35	\$332.85
11. Compacted 40 cubic yard Drop-box (1 box)			\$165.35	\$377.65

**City of Shoreline
Fee Schedules**

Exhibit A

3.01.500 Solid Waste Rate Schedule

Solid Waste Rate Schedule from CleanScapes				
Service Level (based on pick ups)	Daily Rent	Monthly Rent	Delivery Charge	Haul Charge
12. Drop-box Miscellaneous Fees				Per Event
a. Return Trip				\$32.85
b. Stand-by Time (per minute)				\$2.10
c. Container cleaning (per yard of container size)				\$13.14
d. Drop-box directed to other facility (per one-way mile)				\$3.94
Service Level	Pounds Per Unit	Disposal Fee	Collection Fee	Haul Charge
H. TEMPORARY COLLECTION HAULING				
1. 2 Yard detachable Container	270.00	\$19.06	\$136.46	\$155.52
2. 4 Yard detachable container	540.00	\$38.11	\$138.84	\$176.95
3. 6 Yard detachable container	810.00	\$57.17	\$141.24	\$198.41
4. 8 Yard detachable container	1,080.00	\$76.21	\$143.62	\$219.83
5. Non-compacted 10 cubic yard Drop-box				\$193.65
6. Non-compacted 20 cubic yard Drop-box				\$223.44
7. Non-compacted 30 cubic yard Drop-box				\$253.24
8. Non-compacted 40 cubic yard Drop-box				\$268.13
Service Level		Delivery Fee	Daily Rental	Monthly Rental
I. TEMPORARY COLLECTION CONTAINER RENTAL AND DELIVERY				
1. 2 Yard detachable container		\$85.79	\$7.93	\$85.74
2. 4 Yard detachable container		\$85.79	\$7.93	\$85.74
3. 6 Yard detachable container		\$85.79	\$7.93	\$85.74
4. 8 Yard detachable container		\$85.79	\$7.93	\$85.74
Service Level		Delivery Fee	Daily Rental	Monthly Rental
5. Non-compacted 10 cubic yard Drop-box		\$112.61	\$10.40	\$128.61
6. Non-compacted 20 cubic yard Drop-box		\$112.61	\$10.40	\$128.61
7. Non-compacted 30 cubic yard Drop-box		\$112.61	\$10.40	\$128.61
8. Non-compacted 40 cubic yard Drop-box		\$112.61	\$10.40	\$128.61
J. EVENT SERVICES				Per Day
1. Delivery, provision, collection of a set of 3 carts (G, R & C)				\$32.85
K. HOURLY RATES				Per Hour
1. Rear/Side-load packer + driver				\$164.27
2. Front-load packer + driver				\$164.27
3. Drop-box Truck + driver				\$164.27
4. Additional Labor (per person)				\$88.73

[Ord. 858 § 1 (Exh. A), 2019; Ord. 841 § 3 (Exh. A), 2018; Ord. 806 § 3 (Exh. A), 2017; Ord. 758 § 3 (Exh. A), 2016; Ord. 728 § 3 (Exh. A), 2015; Ord. 622 § 3 (Exh. A), 2011; Ord. 585 § 3(b) (Exh. B), 2010; Ord. 563 § 4 (Exh. B), 2009]

City of Shoreline Fee Schedules

3.01.800 Fee Waiver

The city manager or designee is authorized to waive the following fees as a city contribution toward events which serve the community and are consistent with adopted city programs:

- A. Right-of-way permits (SMC 3.01.010).
- B. Facility use and meeting room fees (SMC 3.01.300).
- C. Concessionaire permits (SMC 3.01.300).
- D. The city manager is authorized to designate collection points in the City Hall lobby, Shoreline Pool, or Spartan Recreation Center for any charitable organization without charge to be used for the donation of food or goods that will benefit Shoreline residents in need.

[Ord. 841 § 3 (Exh. A), 2018; Ord. 806 § 3 (Exh. A), 2017; Ord. 779 § 1, 2017; Ord. 758 § 3 (Exh. A), 2016; Ord. 704 § 1, 2015; Ord. 678 § 1, 2013 (Exh. A); Ord. 650 § 3 (Exh. A), 2012; Ord. 602 § 2, 2011; Ord. 570 § 2, 2010; Ord. 243 § 1, 2000]

3.01.810 Collection Fees (Financial)

	2020
The maker of any check that is returned to the city due to insufficient funds or a closed account shall be assessed a collection fee	\$33.50

[Ord. 841 § 3 (Exh. A), 2018; Ord. 806 § 3 (Exh. A), 2017; Ord. 758 § 3 (Exh. A), 2016; Ord. 728 § 3 (Exh. A), 2015; Ord. 704 § 1, 2015; Ord. 678 § 1, 2013 (Exh. A); Ord. 650 § 3 (Exh. A), 2012; Ord. 622 § 3 (Exh. A), 2011; Ord. 585 § 3(b) (Exh. B), 2010; Ord. 528 § 3 (Exh. A), 2008; Ord. 486 § 3, 2007; Ord. 451 §§ 5, 14, 2006; Ord. 315, 2002; Ord. 294 § 1, 2001; Ord. 285 § 1, 2001. Formerly 3.01.040.]

3.01.820 Annual Adjustments

Increases of the fees contained in the fee schedules in this chapter shall be calculated on an annual basis by January 1st of each year by the average for the period that includes the last six months of the previous budget year and the first six months of the current budget year of the Seattle-Tacoma-Bellevue Consumer Price Index for all urban consumers (CPI-U), unless the Shoreline Municipal Code calls for the use of another index / other indices, the fee is set by another agency, or specific circumstances apply to the calculation of the fee. The appropriate adjustment shall be calculated each year and included in the city manager's proposed budget. The city manager may choose to not include the calculated adjustments in the city manager's proposed budget and the city council may choose to not include the calculated adjustments in the adopted budget for select user fees in any individual budget year without impacting the full force of this section for subsequent budget years. The annual adjustments to the fees in this chapter shall be rounded as appropriate to ensure efficient administration of fee collection.

[Ord. 841 § 3 (Exh. A), 2018; Ord. 806 § 3 (Exh. A), 2017; Ord. 779 § 1, 2017; Ord. 758 § 3 (Exh. A), 2016; Ord. 728 § 3 (Exh. A), 2015; Ord. 704 § 1, 2015; Ord. 678 § 1, 2013 (Exh. A); Ord. 650 § 3 (Exh. A), 2012; Ord. 451 § 15, 2006]

Exhibit B

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

June '18 cpi-U N/A
 June '19 cpi-U N/A
 Estimated % Change 2.32%
 95% of % Change: 2.200%

Estimated Mkt Adj: **2.20%**
 Effective: January 1, 2020

The hourly rates represented here have been rounded to 2 decimal points and annual rates to the nearest dollar. Pay is calculated using 5 decimal points for accuracy and rounded after calculation.

Range	Title	FLSA Status	Training Step 0	Min	Step 2	Step 3	Step 4	Step 5	Max
				Step 1					Step 6
1			n/a due to changes in WA State Min Wage	n/a due to changes in WA State Min Wage	n/a due to changes in WA State Min Wage	n/a due to changes in WA State Min Wage	n/a due to changes in WA State Min Wage	n/a due to changes in WA State Min Wage	n/a due to changes in WA State Min Wage
2			n/a due to changes in WA State Min Wage	n/a due to changes in WA State Min Wage	n/a due to changes in WA State Min Wage	n/a due to changes in WA State Min Wage	n/a due to changes in WA State Min Wage	n/a due to changes in WA State Min Wage	n/a due to changes in WA State Min Wage
3			n/a due to changes in WA State Min Wage	n/a due to changes in WA State Min Wage	n/a due to changes in WA State Min Wage	n/a due to changes in WA State Min Wage	n/a due to changes in WA State Min Wage	n/a due to changes in WA State Min Wage	13.80 28,696
4			n/a due to changes in WA State Min Wage	n/a due to changes in WA State Min Wage	n/a due to changes in WA State Min Wage	n/a due to changes in WA State Min Wage	n/a due to changes in WA State Min Wage	n/a due to changes in WA State Min Wage	14.14 29,413
5			n/a due to changes in WA State Min Wage	n/a due to changes in WA State Min Wage	n/a due to changes in WA State Min Wage	n/a due to changes in WA State Min Wage	n/a due to changes in WA State Min Wage	13.94 28,989	14.49 30,149
6			n/a due to changes in WA State Min Wage	n/a due to changes in WA State Min Wage	n/a due to changes in WA State Min Wage	n/a due to changes in WA State Min Wage	13.74 28,571	14.29 29,714	14.86 30,902
7			n/a due to changes in WA State Min Wage	n/a due to changes in WA State Min Wage	n/a due to changes in WA State Min Wage	13.54 28,159	14.08 29,285	14.64 30,457	15.23 31,675
8			n/a due to changes in WA State Min Wage	n/a due to changes in WA State Min Wage	n/a due to changes in WA State Min Wage	13.88 28,863	14.43 30,017	15.01 31,218	15.61 32,467
9			n/a due to changes in WA State Min Wage	n/a due to changes in WA State Min Wage	13.68 28,447	14.22 29,584	14.79 30,768	15.38 31,998	16.00 33,278
10			n/a due to changes in WA State Min Wage	n/a due to changes in WA State Min Wage	14.02 29,158	14.58 30,324	15.16 31,537	15.77 32,798	16.40 34,110

Exhibit B

City of Shoreline
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				Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
11			n/a due to changes in WA State Min Wage	13.82 28,737	14.37 29,887	14.94 31,082	15.54 32,325	16.16 33,618	16.81 34,963
12			13.59 28,277	14.16 29,456	14.73 30,634	15.32 31,859	15.93 33,133	16.57 34,459	17.23 35,837
13			13.93 28,984	14.52 30,192	15.10 31,400	15.70 32,656	16.33 33,962	16.98 35,320	17.66 36,733
14			14.28 29,709	14.88 30,947	15.47 32,185	16.09 33,472	16.74 34,811	17.41 36,203	18.10 37,651
15			14.64 30,452	15.25 31,720	15.86 32,989	16.49 34,309	17.15 35,681	17.84 37,108	18.55 38,593
16			15.01 31,213	15.63 32,513	16.26 33,814	16.91 35,166	17.58 36,573	18.29 38,036	19.02 39,558
17			15.38 31,993	16.02 33,326	16.66 34,659	17.33 36,046	18.02 37,487	18.74 38,987	19.49 40,547
18			15.77 32,793	16.42 34,159	17.08 35,526	17.76 36,947	18.47 38,425	19.21 39,962	19.98 41,560
19			16.16 33,613	16.83 35,013	17.51 36,414	18.21 37,870	18.94 39,385	19.69 40,961	20.48 42,599
20			16.56 34,453	17.25 35,889	17.94 37,324	18.66 38,817	19.41 40,370	20.18 41,985	20.99 43,664

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Range	Title	FLSA Status	Training Step 0	Min					Max
				Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
21			16.98 35,315	17.69 36,786	18.39 38,257	19.13 39,788	19.89 41,379	20.69 43,034	21.52 44,756
22			17.40 36,197	18.13 37,706	18.85 39,214	19.61 40,782	20.39 42,414	21.21 44,110	22.06 45,875
23			17.84 37,102	18.58 38,648	19.32 40,194	20.10 41,802	20.90 43,474	21.74 45,213	22.61 47,022
24			18.28 38,030	19.05 39,614	19.81 41,199	20.60 42,847	21.42 44,561	22.28 46,343	23.17 48,197
25			18.74 38,981	19.52 40,605	20.30 42,229	21.11 43,918	21.96 45,675	22.84 47,502	23.75 49,402
26			19.21 39,955	20.01 41,620	20.81 43,285	21.64 45,016	22.51 46,817	23.41 48,689	24.34 50,637
27			19.69 40,954	20.51 42,660	21.33 44,367	22.18 46,142	23.07 47,987	23.99 49,907	24.95 51,903
28			20.18 41,978	21.02 43,727	21.86 45,476	22.74 47,295	23.65 49,187	24.59 51,154	25.58 53,200
29			20.69 43,027	21.55 44,820	22.41 46,613	23.31 48,477	24.24 50,416	25.21 52,433	26.22 54,531
30			21.20 44,103	22.09 45,941	22.97 47,778	23.89 49,689	24.84 51,677	25.84 53,744	26.87 55,894

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Range	Title	FLSA Status	Training Step 0	Min					Max
				Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
31			21.73 45,206	22.64 47,089	23.54 48,973	24.49 50,932	25.47 52,969	26.48 55,088	27.54 57,291
32			22.28 46,336	23.20 48,266	24.13 50,197	25.10 52,205	26.10 54,293	27.15 56,465	28.23 58,723
33			22.83 47,494	23.79 49,473	24.74 51,452	25.73 53,510	26.75 55,650	27.83 57,876	28.94 60,191
34	Administrative Assistant I	Non-Exempt, Hourly	23.40	24.38	25.35	26.37	27.42	28.52	29.66
	Grounds Maintenance Worker I	Non-Exempt, Hourly	48,681	50,710	52,738	54,848	57,042	59,323	61,696
	Public Disclosure Specialist	Non-Exempt, Hourly							
	Senior Lifeguard	Non-Exempt, Hourly							
	WW Utility Administrative Assist I	Non-Exempt, Hourly							
	WW Utility Customer Service Rep	Non-Exempt, Hourly							
35			23.99 49,898	24.99 51,978	25.99 54,057	27.03 56,219	28.11 58,468	29.23 60,806	30.40 63,239
36	Parks Maintenance Worker I	Non-Exempt, Hourly	24.59	25.61	26.64	27.70	28.81	29.96	31.16
	PW Maintenance Worker I	Non-Exempt, Hourly	51,146	53,277	55,408	57,624	59,929	62,327	64,820
37	Finance Technician	Non-Exempt, Hourly	25.20	26.25	27.30	28.40	29.53	30.71	31.94
	Recreation Specialist I	Non-Exempt, Hourly	52,425	54,609	56,793	59,065	61,428	63,885	66,440
	WW Utility Accounting Technician	Non-Exempt, Hourly							
38	Administrative Assistant II	Non-Exempt, Hourly	25.83	26.91	27.99	29.11	30.27	31.48	32.74
	Facilities Maintenance Worker I	Non-Exempt, Hourly	53,735	55,974	58,213	60,542	62,963	65,482	68,101
	Grounds Maintenance Worker II	Non-Exempt, Hourly							

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Range	Title	FLSA Status	Training Step 0	Min					Max
				Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
39		Non-Exempt, Hourly Non-Exempt, Hourly	26.48 55,079	27.58 57,374	28.69 59,668	29.83 62,055	31.03 64,537	32.27 67,119	33.56 69,804
40	Parks Maintenance Worker II Permit Technician PW Maintenance Worker II WW Utility Maintenance Worker	Non-Exempt, Hourly Non-Exempt, Hourly Non-Exempt, Hourly Non-Exempt, Hourly	27.14 56,456	28.27 58,808	29.40 61,160	30.58 63,607	31.80 66,151	33.08 68,797	34.40 71,549
41	Recreation Specialist II Senior Finance Technician Special Events Coordinator Public Art Coordinator	Non-Exempt, Hourly Non-Exempt, Hourly Non-Exempt, Hourly Non-Exempt, Hourly	27.82 57,867	28.98 60,278	30.14 62,689	31.34 65,197	32.60 67,805	33.90 70,517	35.26 73,337
42	Administrative Assistant III Communication Specialist Environmental Program Specialist Facilities Maintenance Worker II Human Resources Technician Legal Assistant Records Coordinator Transportation Specialist Surface Water Program Specialist	Non-Exempt, Hourly Non-Exempt, Hourly Non-Exempt, Hourly Non-Exempt, Hourly Non-Exempt, Hourly Non-Exempt, Hourly Non-Exempt, Hourly Non-Exempt, Hourly Non-Exempt, Hourly	28.52 59,314	29.70 61,785	30.89 64,256	32.13 66,827	33.41 69,500	34.75 72,280	36.14 75,171
43	Payroll Officer Purchasing Coordinator	Non-Exempt, Hourly Non-Exempt, Hourly	29.23 60,796	30.45 63,330	31.66 65,863	32.93 68,497	34.25 71,237	35.62 74,087	37.04 77,050
44	Assistant Planner Engineering Technician Senior Grounds Maintenance Worker	EXEMPT, Annual Non-Exempt, Hourly Non-Exempt, Hourly	29.96 62,316	31.21 64,913	32.46 67,509	33.75 70,210	35.10 73,018	36.51 75,939	37.97 78,976

Exhibit B

City of Shoreline
Range Placement Table
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Range	Title	FLSA Status	Training Step 0	Min					Max
				Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
45	CRT Representative	Non-Exempt, Hourly	30.71	31.99	33.27	34.60	35.98	37.42	38.92
	PRCS Rental & System Coordinator	Non-Exempt, Hourly	63,874	66,536	69,197	71,965	74,844	77,837	80,951
	Recreation Specialist III - Aquatics	Non-Exempt, Hourly							
46	Deputy City Clerk	Non-Exempt, Hourly	31.48	32.79	34.10	35.46	36.88	38.36	39.89
	GIS Technician	Non-Exempt, Hourly	65,471	68,199	70,927	73,764	76,715	79,783	82,975
	IT Specialist	Non-Exempt, Hourly							
	Plans Examiner I	Non-Exempt, Hourly							
	Senior Facilities Maintenance Worker	Non-Exempt, Hourly							
	Senior PW Maintenance Worker	Non-Exempt, Hourly							
	Senior Parks Maintenance Worker-General Mntenance	Non-Exempt, Hourly							
	Senior Parks Maintenance Worker-Urban Forestry	Non-Exempt, Hourly							
	Staff Accountant	EXEMPT, Annual							
47	Senior Surface Water Program Specialist	Non-Exempt, Hourly							
	Senior WW Utility Maintenance Worker	Non-Exempt, Hourly							
47	Code Enforcement Officer	Non-Exempt, Hourly	32.26	33.61	34.95	36.35	37.80	39.32	40.89
	Construction Inspector	Non-Exempt, Hourly	67,108	69,904	72,700	75,608	78,633	81,778	85,049
	Executive Assistant to City Manager	EXEMPT, Annual							
48	Associate Planner	EXEMPT, Annual	33.07	34.45	35.83	37.26	38.75	40.30	41.91
			68,786	71,652	74,518	77,498	80,598	83,822	87,175
49	IT Functional Analyst	EXEMPT, Annual	33.90	35.31	36.72	38.19	39.72	41.31	42.96
	PRCS Supervisor I - Recreation	EXEMPT, Annual	70,505	73,443	76,381	79,436	82,613	85,918	89,355
	Grounds Maintenance Supervisor	EXEMPT, Annual							

Exhibit B

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

June '18 cpi-U N/A
 June '19 cpi-U N/A
 Estimated % Change 2.32%
 95% of % Change: 2.200%

Estimated Mkt Adj: **2.20%**
 Effective: January 1, 2020

The hourly rates represented here have been rounded to 2 decimal points and annual rates to the nearest dollar. Pay is calculated using 5 decimal points for accuracy and rounded after calculation.

Range	Title	FLSA Status	Training Step 0	Min					Max
				Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
50	B&O Tax Analyst	EXEMPT, Annual	34.74	36.19	37.64	39.15	40.71	42.34	44.03
	Budget Analyst	EXEMPT, Annual	72,268	75,279	78,290	81,422	84,679	88,066	91,589
	Combination Inspector	Non-Exempt, Hourly							
	Diversity and Inclusion Coordinator	EXEMPT, Annual							
	Emergency Management Coordinator	EXEMPT, Annual							
	Environmental Services Coordinator	EXEMPT, Annual							
	Management Analyst	EXEMPT, Annual							
	Neighborhoods Coordinator	EXEMPT, Annual							
	Plans Examiner II	Non-Exempt, Hourly							
	Utility Operations Specialist	Non-Exempt, Hourly							
	WW Utility Specialist	Non-Exempt, Hourly							
	Senior Accounting Analyst	EXEMPT, Annual							
51			35.61	37.10	38.58	40.12	41.73	43.40	45.13
			74,075	77,161	80,247	83,457	86,796	90,268	93,878
52	Senior Human Resources Analyst	EXEMPT, Annual	36.50	38.02	39.55	41.13	42.77	44.48	46.26
	Web Developer	EXEMPT, Annual	75,926	79,090	82,254	85,544	88,966	92,524	96,225
53	Communications Program Manager	EXEMPT, Annual	37.42	38.97	40.53	42.16	43.84	45.59	47.42
	PRCS Supervisor II - Aquatics	EXEMPT, Annual	77,825	81,067	84,310	87,682	91,190	94,837	98,631
	PRCS Supervisor II - Recreation	EXEMPT, Annual							
54	CMO Management Analyst	EXEMPT, Annual	38.35	39.95	41.55	43.21	44.94	46.73	48.60
	Grants Administrator	EXEMPT, Annual	79,770	83,094	86,418	89,874	93,469	97,208	101,097
	Code Enforcement and CRT Supervisor	EXEMPT, Annual							
	Plans Examiner III	Non-Exempt, Hourly							
	PW Maintenance Superintendent	EXEMPT, Annual							
	Senior Planner	EXEMPT, Annual							
	Senior Management Analyst	EXEMPT, Annual							

Exhibit B

City of Shoreline
Range Placement Table

2.5% Between Ranges; 4% Between Steps

June '18 cpi-U N/A
June '19 cpi-U N/A
Estimated % Change 2.32%
95% of % Change: 2.200%

Estimated Mkt Adj: **2.20%**
Effective: January 1, 2020

The hourly rates represented here have been rounded to 2 decimal points and annual rates to the nearest dollar. Pay is calculated using 5 decimal points for accuracy and rounded after calculation.

Range	Title	FLSA Status	Training Step 0	Min					Max
				Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
55	Engineer I - Capital Projects	EXEMPT, Annual	39.31	40.95	42.59	44.29	46.06	47.90	49.82
	Engineer I - Development Review	EXEMPT, Annual	81,764	85,171	88,578	92,121	95,806	99,638	103,624
	Engineer I - Surface Water	EXEMPT, Annual							
	Engineer I - Traffic	EXEMPT, Annual							
56	City Clerk	EXEMPT, Annual	40.29	41.97	43.65	45.40	47.21	49.10	51.06
	Parks Superintendent	EXEMPT, Annual	83,809	87,301	90,793	94,424	98,201	102,129	106,215
57	Network Administrator	EXEMPT, Annual	41.30	43.02	44.74	46.53	48.39	50.33	52.34
	IT Projects Manager	EXEMPT, Annual	85,904	89,483	93,062	96,785	100,656	104,683	108,870
58			42.33	44.10	45.86	47.69	49.60	51.59	53.65
			88,051	91,720	95,389	99,205	103,173	107,300	111,592
59	Budget and Tax Manager	EXEMPT, Annual	43.39	45.20	47.01	48.89	50.84	52.88	54.99
	Engineer II - Capital Projects	EXEMPT, Annual	90,253	94,013	97,774	101,685	105,752	109,982	114,381
	Engineer II - Development Review	EXEMPT, Annual							
	Engineer II - Surface Water	EXEMPT, Annual							
	Engineer II - Traffic	EXEMPT, Annual							
	IT Systems Analyst	EXEMPT, Annual							
	Structural Plans Examiner	EXEMPT, Annual							
	Lynnwood Link Extension Light Rail Project Manager	EXEMPT, Annual							
	Wastewater Manager	EXEMPT, Annual							
60	Community Services Manager	EXEMPT, Annual	44.48	46.33	48.18	50.11	52.11	54.20	56.37
	Permit Services Manager	EXEMPT, Annual	92,509	96,364	100,218	104,227	108,396	112,732	117,241
	Recreation Superintendent	EXEMPT, Annual							
61			45.59	47.49	49.39	51.36	53.42	55.55	57.78
			94,822	98,773	102,724	106,833	111,106	115,550	120,172
62	Fleet and Facilities Manager	EXEMPT, Annual	46.73	48.67	50.62	52.65	54.75	56.94	59.22
			97,192	101,242	105,292	109,503	113,883	118,439	123,176

Exhibit B

City of Shoreline Range Placement Table

2.5% Between Ranges; 4% Between Steps

June '18 cpi-U N/A
June '19 cpi-U N/A
Estimated % Change 2.32%
95% of % Change: 2.200%

Estimated Mkt Adj: 2.20%
Effective: January 1, 2020

The hourly rates represented here have been rounded to 2 decimal points and annual rates to the nearest dollar. Pay is calculated using 5 decimal points for accuracy and rounded after calculation.

Range	Title	FLSA Status	Training Step 0	Min					Max
				Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
63	Building Official	EXEMPT, Annual	47.90	49.89	51.89	53.96	56.12	58.37	60.70
	City Traffic Engineer	EXEMPT, Annual	99,622	103,773	107,924	112,241	116,731	121,400	126,256
	Economic Development Program Manager	EXEMPT, Annual							
	Intergovernmental / CMO Program Manager	EXEMPT, Annual							
	Planning Manager	EXEMPT, Annual							
	SW Utility Manager	EXEMPT, Annual							
64	Finance Manager	EXEMPT, Annual	49.09	51.14	53.18	55.31	57.52	59.82	62.22
			102,113	106,367	110,622	115,047	119,649	124,435	129,412
65	Assistant City Attorney	EXEMPT, Annual	50.32	52.42	54.51	56.69	58.96	61.32	63.77
	Development Review and Construction Manager	EXEMPT, Annual	104,665	109,027	113,388	117,923	122,640	127,546	132,647
	Engineering Manager	EXEMPT, Annual							
	Transportation Services Manager	EXEMPT, Annual							
66			51.58	53.73	55.88	58.11	60.44	62.85	65.37
			107,282	111,752	116,222	120,871	125,706	130,734	135,964
67	Information Technology Manager	EXEMPT, Annual	52.87	55.07	57.27	59.56	61.95	64.42	67.00
	Utility & Operations Manager	EXEMPT, Annual	109,964	114,546	119,128	123,893	128,849	134,003	139,363
68			54.19	56.45	58.70	61.05	63.50	66.03	68.68
			112,713	117,410	122,106	126,990	132,070	137,353	142,847
69	City Engineer	EXEMPT, Annual	55.54	57.86	60.17	62.58	65.08	67.69	70.39
			115,531	120,345	125,159	130,165	135,372	140,787	146,418
70			56.93	59.30	61.68	64.14	66.71	69.38	72.15
			118,419	123,354	128,288	133,419	138,756	144,306	150,079
71			58.36	60.79	63.22	65.75	68.38	71.11	73.96
			121,380	126,437	131,495	136,755	142,225	147,914	153,830

Exhibit B

City of Shoreline Range Placement Table

2.5% Between Ranges; 4% Between Steps

June '18 cpi-U N/A
June '19 cpi-U N/A
Estimated % Change 2.32%
95% of % Change: 2.200%

Estimated Mkt Adj: 2.20%
Effective: January 1, 2020

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Range	Title	FLSA Status	Training Step 0	Min					Max
				Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
72			59.81 124,414	62.31 129,598	64.80 134,782	67.39 140,174	70.09 145,781	72.89 151,612	75.81 157,676
73	Human Resource and Org. Development Director	EXEMPT, Annual	61.31 127,525	63.86 132,838	66.42 138,152	69.08 143,678	71.84 149,425	74.71 155,402	77.70 161,618
74				65.46 136,159	68.08 141,606	70.80 147,270	73.63 153,161	76.58 159,287	79.64 165,659
75	Administrative Services Director Parks, Rec & Cultural Svcs Director Planning & Community Development Director	EXEMPT, Annual EXEMPT, Annual EXEMPT, Annual	64.41 133,981	67.10 139,563	69.78 145,146	72.57 150,952	75.48 156,990	78.49 163,269	81.63 169,800
76	City Attorney Public Works Director	EXEMPT, Annual	66.02 137,330	68.78 143,052	71.53 148,774	74.39 154,725	77.36 160,914	80.46 167,351	83.68 174,045
77	Assistant City Manager	EXEMPT, Annual EXEMPT, Annual	67.67 140,763	70.49 146,629	73.31 152,494	76.25 158,594	79.30 164,937	82.47 171,535	85.77 178,396

City of Shoreline
Extra Help Range Placement Table
2020

Estimated COLA: 2.20%

Effective: January 1, 2020

Range	Title	FLSA Status	Pay Band	
			Minimum	Maximum
1	Day Camp Leader Special Events Attendant Youth Outreach Leader	Non-Exempt, Hourly Non-Exempt, Hourly Non-Exempt, Hourly	\$13.67	\$14.77
2	Building Monitor Indoor Playground Attendant Sr. Day Camp Leader Swim Instructor	Non-Exempt, Hourly Non-Exempt, Hourly Non-Exempt, Hourly Non-Exempt, Hourly	\$13.91	\$15.08
3	Special Events Assistant Special Events Monitor Teen Program Leader Assistant	Non-Exempt, Hourly Non-Exempt, Hourly Non-Exempt, Hourly	\$14.14	\$15.40
4	Records Clerk	Non-Exempt, Hourly	\$14.38	\$15.73
5	Lifeguard/Swim Instructor Undergraduate Intern Teen Program Leader	Non-Exempt, Hourly Non-Exempt, Hourly Non-Exempt, Hourly	\$14.62	\$16.07
6			\$14.88	\$16.41
7			\$15.13	\$16.76
8			\$15.38	\$17.11
9	CIT Camp Director Front Desk Attendant Park Laborer Specialized Recreation Specialist	Non-Exempt, Hourly Non-Exempt, Hourly Non-Exempt, Hourly Non-Exempt, Hourly	\$15.65	\$17.48
10			\$15.91	\$17.84
11	Out of School Time Program Director Assistant Camp Director	Non-Exempt, Hourly Non-Exempt, Hourly	\$16.18	\$18.22
12			\$16.45	\$18.60
13			\$16.74	\$19.00

City of Shoreline
Extra Help Range Placement Table
2020

Estimated COLA: 2.20%

Effective: January 1, 2020

Range	Title	FLSA Status	Pay Band	
			Minimum	Maximum
14	Camp Excel Specialist Camp Director	Non-Exempt, Hourly Non-Exempt, Hourly	\$17.03	\$19.40
15			\$17.32	\$19.83
16			\$17.61	\$20.24
17			\$17.91	\$20.65
18			\$18.21	\$21.09
19			\$18.52	\$21.53
20			\$18.84	\$21.99
21	Engineering Support Senior Lifeguard	Non-Exempt, Hourly Non-Exempt, Hourly	\$19.15	\$22.44
22			\$19.48	\$22.91
23			\$19.81	\$23.39
24			\$20.13	\$23.88
25			\$20.48	\$24.38
26			\$20.83	\$24.90
27			\$21.19	\$25.42

City of Shoreline
Extra Help Range Placement Table
2020

Estimated COLA: 2.20%

Effective: January 1, 2020

Range	Title	FLSA Status	Pay Band	
			Minimum	Maximum
28	Finance Assistant Permitting Assistant	Non-Exempt, Hourly	\$21.54	\$25.95
29			\$21.91	\$26.49
30	Grounds Maintenance Laborer Parks Laborer		\$22.28	\$27.04
31	Computer Support GIS Support	Non-Exempt, Hourly Non-Exempt, Hourly	\$22.64	\$27.54
32	PW Seasonal Laborer	Non-Exempt, Hourly	\$23.20	\$28.23
33		Non-Exempt, Hourly	\$23.79	\$28.93
34		Non-Exempt, Hourly	\$24.37	\$29.66
35	CMO Fellowship	Non-Exempt, Hourly	\$24.99	\$30.40
36	Facilities Maintenance	Non-Exempt, Hourly	\$25.61	\$31.16
37			\$26.26	\$31.95
38			\$26.91	\$32.74
39			\$27.58	\$33.56
40			\$28.27	\$34.39
41			\$28.97	\$35.26
42			\$29.70	\$36.14

City of Shoreline
Extra Help Range Placement Table
2020

Estimated COLA: 2.20%

Effective: January 1, 2020

Range	Title	FLSA Status	Pay Band	
			Minimum	Maximum
43			\$30.45	\$37.05
44			\$31.20	\$37.97
45			\$31.99	\$38.92
46	Videographer	Non-Exempt, Hourly	\$32.79	\$39.89
	Expert Professional Inspector Instructor	Non-Exempt, Hourly Non-Exempt, Hourly Non-Exempt, Hourly	\$13.67	\$39.98

Table Maintenance: The 2020 Extra Help table has been structured to blend in substantial change in WA State minimum wage occurring in 2020. In 2020, the minimum wage will be \$13.50. In 2020, apply a COLA to the extra help rates on the same basis as the regular rates. Then, in 2020, if any rates fall below \$13.50 adjust them to \$13.50. From then on, apply a COLA as usual and if any rates fall below WA State Minimum Wage, adjust them to the WA State Minimum Wage.

Approval of Position Placement within the Table: Human Resources recommends and the City Manager approves placement of a position within the pay table.

Approval of the Table Rates: The City Manager recommends and the City Council approves the table rates when adopting the budget.

PROPOSED MID-BIENNIUM AMENDMENTS DETAILS:

The following verbiage provides details on each amendment request. The tables reflect the impact of this component on 2019-2020 biennial appropriations proposed in Ordinance No. 872 and use of available 2018 ending fund balance.

2019 – 2025 Capital Improvement Plan (CIP):

The 2019-2020 Final Biennial Budget presented the 2019-2024 Capital Improvement Plan (CIP). Its update includes staff's review of the current 2019-2024 CIP, City Council direction, the City's various master plans, and projected available revenues. As Council is aware, there are limited capital funds available for the many capital needs of the City. As was noted above additional revenues are available to address the City's capital needs and recommendations are being brought forward at the November 4 City Council meeting.

General Fund Contributions to Capital Funds:

The proposed amendment includes the following item. The potential reduction would eliminate \$235,000 for the construction of a heated storage facility and add an annual \$16,000 general fund budget for rental of a storage unit.

General Capital Fund:

- *Highland Plaza Demo and Storage Construction:* The Highland Plaza building currently occupied by Jersey's Great Food & Spirits restaurant and previously by Dr. Jensen is experiencing structural roof failure. It currently has scaffold/shoring supporting the roof on the east side. This amendment provides funding to demolish the building, add a modular heated storage building, and create 30 additional parking spots for the City Hall Campus. This project will replace previous storage now used as police administration and provide the police officers and City Hall employees parking adjacent to the Police Station, thereby freeing up parking garage spaces in the garage. Additional parking spaces in the garage will also benefit those that visit City Hall when Community Court is in session.

1. **Grounds Maintenance True Up:**

Projections used to establish the right-of-way maintenance portion of the work performed by the Unified Landscape Maintenance Services, commonly referred to as the Grounds Maintenance crew, were derived from knowledge gained overseeing previous right-of-way contracts. After nearly six months of maintaining right-of-way landscape assets, it has been determined the original budget projections for establishing this new line of business were found to be optimistic. The City Manager recommends providing additional budget authority necessary to bring the right-of-way landscape assets up to a state where routine, as opposed to reactive or rehabilitative maintenance, is the norm. This "true-up"

amendment addresses known and anticipated equipment and labor needs for grounds maintenance in the parks and right-of-way; therefore, it is important to recognize that knowledge gained upon full assumption of Parks grounds maintenance after January 2020 may reveal additional needs. Those changes, if any, will be brought forward through the 2021-2022 biennial budget process.

This amendment included the following items that could be delayed pending further evaluation of the impacts of I-976:

- a. The pickup-based dump truck is required to more effectively and efficiently load and deliver mulch and bark for bioretention and landscape bed maintenance. It will also be used to load and haul larger and bulkier amounts of un-bagged landscape plant and brush trimmings that can then be directly dumped rather than hand off-loaded into a disposal container. Purchase a pickup-based dump truck to more effectively and efficiently load and deliver mulch and bark for bioretention and landscape bed maintenance.

Fund	2019-2020 Revenue / Transfer In Total	One-Time Approp.	Ongoing Approp.	2019-2020 Amendment Total	Use / (Provision) of Fund Balance
General Fund (Operating)	\$0	\$0	\$7,397	\$7,397	\$0
General Fund (One-Time Transfer to Equipment Replacement Fund)	\$0	\$47,865	\$0	\$47,865	\$47,865
General Fund (Transfer to Street Fund)	\$0	\$38,292	\$5,917	\$44,209	\$38,292
General Fund Total	\$0	\$86,157	\$13,314	\$99,471	\$86,157
Street Fund (Operating)	\$5,917	\$0	\$5,917	\$5,917	\$0
Street Fund (One-Time Transfer to Equipment Replacement Fund)	\$38,292	\$38,292	\$0	\$38,292	\$0
Street Fund Total	\$44,209	\$38,292	\$5,917	\$44,209	\$0
Surface Water Utility Fund (Operating)	\$0	\$0	\$0	\$0	\$0
Surface Water Utility Fund (One-Time Transfer to Equipment Replacement Fund)	\$0	\$9,573	\$0	\$9,573	\$9,573
Surface Water Utility Fund Total	\$0	\$9,573	\$0	\$9,573	\$9,573
Equipment Replacement Fund Total	\$106,163	\$95,730	\$0	\$95,730	(\$10,433)
Vehicle Operations and Maintenance Fund Total	\$8,720	\$0	\$8,720	\$8,720	\$0

2. Snow Response Amendment:

Snow Response Equipment & Materials: During the extraordinary snow event earlier this year, the City response involved utilized staff and snow removal equipment from across the organization over a two-week period. While staff and equipment were deployed to the highest priority use it became clear that the City's snow removal equipment was not able to satisfactorily address an extended event or an event of this magnitude. This led to delayed response primarily in snow removal at City facilities as well as secondary and priority residential streets with limited access/egress. It is important to note there was no significant damage or malfunction of equipment that led to removal from service. The Utilities & Operations Manager and Fleet & Facilities Manager have identified equipment to purchase and attachments to outfit various existing equipment that will allow the City to provide a better response for snow removal in the event of an extended winter storm in the future.

This amendment includes that following items that could be delayed pending further evaluation of the impacts of I-976:

- a. *Purchase snow equipment for a pickup-based dump truck requested as part of the amendment for the Staffing and Operating Needs of the Unified Landscape Maintenance Service;*
- b. *Purchase of snow plow blade and spreader attachments used to deploy two existing trucks on snow plow routes, thereby providing additional snow removal capability/redundancy;*
- c. *Purchase of a BobCat 5600 that is configurable with multiple attachments designed to clear sidewalks, walkways, parking lots, entrances, and fire lanes, which is critical to maintain safe and reliable passageways for the general public, employees, police operations and any fire or emergency response;*
- d. *Purchase of skid steer (BobCat) snow plow blade attachment to provide additional snow removal capability for Parks Operations' existing skid steer, thereby allowing for deployment for use on the Interurban Trail and/or throughout City facilities and parking lots;*
- e. *Purchase of snow blower attachment for the Groundmaster 4010 mower and heated cab enclosure and snow blower attachment for the Groundmaster 3280 mower to provide additional snow removal capability for an existing mower used by the Grounds Maintenance crew, thereby expanding capability to remove snow from the paved and wider expanses of the Interurban Trail and/or City facilities and parking lots;*
- f. *Insurance cost increase due to addition of equipment;*
- a. *Snow Equipment for Pickup-based dump truck:*

Fund	2019-2020 Revenue / Transfer In Total	One-Time Approp.	Ongoing Approp.	2019-2020 Amendment Total	Use / (Provision) of Fund Balance
General Fund (Transfer to Street Fund)	\$0	\$53,000	\$7,315	\$60,315	\$53,000

Fund	2019-2020 Revenue / Transfer In Total	One-Time Approp.	Ongoing Approp.	2019-2020 Amendment Total	Use / (Provision) of Fund Balance
General Fund Total	\$0	\$53,000	\$7,315	\$60,315	\$53,000
Street Fund (Operating)	\$7,315	\$0	\$7,315	\$7,315	\$0
Street Fund (One-Time Transfer to Equipment Replacement Fund)	\$53,000	\$53,000	\$0	\$53,000	\$0
Street Fund Total	\$60,315	\$53,000	\$7,315	\$60,315	\$0
Equipment Replacement Fund Total	\$58,815	\$53,000	\$0	\$53,000	(\$5,815)
Vehicle Operations and Maintenance Fund Total	\$1,500	\$0	\$1,500	\$1,500	\$0

b. Snow Plow Blade and Spreader Attachments:

Fund	2019-2020 Revenue / Transfer In Total	One-Time Approp.	Ongoing Approp.	2019-2020 Amendment Total	Use / (Provision) of Fund Balance
General Fund (Operating)	\$0	\$0	\$4,161	\$4,161	\$0
General Fund (Transfer to Equipment Replacement Fund)	\$0	\$26,000	\$0	\$26,000	\$26,000
General Fund Total	\$0	\$26,000	\$4,161	\$30,161	\$26,000
Equipment Replacement Fund Total	\$28,661	\$26,000	\$0	\$26,000	\$2,661
Vehicle Operations and Maintenance Fund Total	\$1,500	\$0	\$1,500	\$0	\$0

c. BobCat Model 5600 (for City Hall including the Police Station and Other City Facilities):

Fund	2019-2020 Revenue / Transfer In Total	One-Time Approp.	Ongoing Approp.	2019-2020 Amendment Total	Use / (Provision) of Fund Balance
General Fund (Operating)	\$0	\$0	\$11,119	\$11,119	\$0
General Fund (Transfer to Equipment Replacement Fund)	\$0	\$84,000	\$0	\$84,000	\$84,000
General Fund Total	\$0	\$84,000	\$11,119	\$95,119	\$84,000
Equipment Replacement Fund Total	\$93,309	\$84,000	\$0	\$84,000	(\$9,309)
Vehicle Operations and Maintenance Fund Total	\$1,810	\$0	\$1,810	\$1,810	\$0

d. Skid Steer (BobCat) Snow Plow Blade Attachment:

Fund	2019-2020 Revenue / Transfer In Total	One-Time Approp.	Ongoing Approp.	2019-2020 Amendment Total	Use / (Provision) of Fund Balance
General Fund (Transfer to Street Fund)	\$0	\$9,000	\$2,296	\$11,296	\$9,000
General Fund Total	\$0	\$9,000	\$2,296	\$11,296	\$9,000
Street Fund (Operating)	\$2,296	\$0	\$2,296	\$2,296	\$0
Street Fund (One-Time Transfer to Equipment Replacement Fund)	\$9,000	\$9,000	\$0	\$9,000	\$0
Street Fund Total	\$11,296	\$9,000	\$2,296	\$11,296	\$0
Equipment Replacement Fund Total					
Vehicle Operations and Maintenance Fund Total					

e. Groundmaster 4010 and Groundmaster 3280 Snow Blower Attachments:

Fund	2019-2020 Revenue / Transfer In Total	One-Time Approp.	Ongoing Approp.	2019-2020 Amendment Total	Use / (Provision) of Fund Balance
General Fund (Operating)	\$0	\$0	\$8,510	\$8,510	\$0
General Fund (Transfer to Equipment Replacement Fund)	\$0	\$28,000	\$0	\$28,000	\$28,000
General Fund Total	\$0	\$28,000	\$8,510	\$36,510	\$28,000
Equipment Replacement Fund Total	\$32,010	\$28,000	\$0	\$28,000	(\$4,010)
Vehicle Operations and Maintenance Fund Total	\$4,500	\$0	\$4,500	\$4,500	\$0

f. Insurance Cost Increase due to Addition of Vehicles:

Fund	2019-2020 Revenue / Transfer In Total	One-Time Approp.	Ongoing Approp.	2019-2020 Amendment Total	Use / (Provision) of Fund Balance
General Fund (Operating)	\$0	\$0	\$1,050	\$1,050	\$0
General Fund Total	\$0	\$0	\$1,050	\$1,050	\$0

3. Sound Transit Construction Easement Revenue:

Fund	2019-2020 Revenue / Transfer In Total	One-Time Approp.	Ongoing Approp.	2019-2020 Amendment Total	Use / (Provision) of Fund Balance
General Fund (Transfer to General Capital Fund)	\$139,200	\$113,000	\$0	\$113,000	(\$26,200)
General Fund Total	\$139,200	\$113,000	\$0	\$113,000	(\$26,200)
Park Improvements	\$113,000	\$113,000	\$0	\$113,000	\$0
General Capital Fund Total	\$113,000	\$113,000	\$0	\$113,000	\$0

4. Highland Plaza Demo and Storage Construction:

The proposed amendment includes this funding. The potential reduction would eliminate \$235,000 for the construction of a heated storage facility and add an annual \$16,000 general fund budget for rental of a storage unit.

General Capital Fund:

- Highland Plaza Demo and Storage Construction:** The Highland Plaza building currently occupied by Jersey's Great Food & Spirits restaurant and previously by Dr. Jensen is experiencing structural roof failure. It currently has scaffold/shoring supporting the roof on the east side. This amendment provides funding to demolish the building, add a modular heated storage building, and create 30 additional parking spots for the City Hall Campus. This project will replace previous storage now used as police administration and provide the police officers and City Hall employees parking adjacent to the Police Station, thereby freeing up parking garage spaces in the garage. Additional parking spaces in the garage will also benefit those that visit City Hall when Community Court is in session.

Fund	2019-2020 Revenue / Transfer In Total	One-Time Approp.	Ongoing Approp.	2019-2020 Amendment Total	Use / (Provision) of Fund Balance
General Fund (Transfer to General Capital Fund)	\$0	\$425,000	\$0	\$425,000	\$425,000
General Fund Total	\$0	\$425,000	\$0	\$425,000	\$425,000
Highland Plaza Demo and Storage Construction	\$425,000	\$425,000	\$0	\$425,000	\$0
General Capital Fund Total	\$425,000	\$425,000	\$0	\$425,000	\$0

CITY COUNCIL AGENDA ITEM

CITY OF SHORELINE, WASHINGTON

AGENDA TITLE: Discussing Ordinance No. 871 – Amending Certain Sections of the Shoreline Development Code to Provide for Townhouse Design Standards

DEPARTMENT: Planning & Community Development

PRESENTED BY: Catie Lee, AICP, Associate Planner
Nora Gierloff, AICP, Planning Manager
Rachael Markle, AICP, Director

ACTION: ☐ Ordinance ☐ Resolution ☐ Motion
 ☒ Discussion ☐ Public Hearing

PROBLEM/ISSUE STATEMENT:

The City has experienced increasing demand for the townhouse housing style since the adoption of the Mixed Use Residential (MUR) 35' and 45' zoning in the 185th and 145th Station Areas in 2015 and 2016. The City's current design standards for townhouses are better suited for apartment buildings than townhouses. While the increase in new townhouses constructed helps to expand housing choice within the city, it is important that these developments be appropriately designed to ensure both functional and desirable places to live.

The current design standards for townhouses are found in Shoreline Municipal Code (SMC) Sections 20.50.120 through 20.50.210 - Multifamily and Single-Family Attached Residential Design. Proposed Ordinance No. 871 (Attachment A) would amend these and other sections of the code to update the townhouse design standards. If the proposed ordinance is approved, most of the current section will be deleted in its entirety and replaced with "Single-Family Attached Residential Design."

The regulations in SMC 20.50.220 through 20.50.250 – Subchapter 4, Commercial Zone Standards, will regulate all multifamily development in the City regardless of zoning district. Other Development Code sections, such as Definitions - SMC Chapter 20.20, Unit Lot Subdivision - SMC 20.30.410(B)(4), and Landscaping - SMC 20.50 Subchapter 7, need to be amended in conjunction with the townhouse design standards amendments.

The overarching goal of the proposed amendments is to yield quality townhouse developments that add value to the community. The Planning Commission has reviewed and recommended adoption of the amendments in proposed Ordinance No. 871. Tonight, Council will discuss this proposed ordinance, and the proposed ordinance is currently scheduled to be brought back to Council for action on January 13, 2020.

RESOURCE/FINANCIAL IMPACT:

No resource impacts are anticipated as a result of this discussion. If Council adopts proposed Ordinance No. 871, the new regulations are likely to slow townhouse redevelopment while developers adjust to the new requirements and in many instances will assemble more than one property to create a code-compliant development. This slowdown will be reflected in reduced permit application fee revenue for the City related to townhouse development.

RECOMMENDATION

No formal action is required by Council at this time. The Planning Commission has recommended adoption of the proposed amendments in Ordinance No. 871. Staff believes that the regulations proposed by staff to the Planning Commission on October 3, 2019, particularly regarding site configuration, are more reflective of the design standards contemplated with the adoption of the MUR zoning and as such would recommend that Council amend the regulations so that they align with what was proposed and presented by staff at the October 3rd Planning Commission Public Hearing (Attachment C). However, if Ordinance No. 871, as recommended by the Planning Commission, is preferred by Council, then staff recommends adoption of Ordinance No. 871 with the additional staff recommended amendments as identified in Attachment D to this staff report. The proposed ordinance will be brought back for potential adoption on January 13, 2020.

Approved By: City Manager **DT** City Attorney **MK**

BACKGROUND

Amendments to Shoreline Municipal Code (SMC) Title 20 (Development Code) are processed as legislative decisions. Legislative decisions are non-project decisions made by the City Council under its authority to establish policies and regulations. The Planning Commission is the reviewing authority for legislative decisions and is responsible for holding an open record Public Hearing on the proposed Development Code amendments and making a recommendation to the City Council on each amendment.

The City has experienced increasing demand for the townhouse housing style since the adoption of the Mixed Use Residential (MUR) 35' and 45' zoning in the 185th and 145th Station Areas in 2015 and 2016. The City's current design standards for townhouses are better suited for apartment buildings than townhouses. While the increase in new townhouses constructed helps to expand housing choice within the city, it is important that these developments be appropriately designed to ensure both functional and desirable places to live.

To this end, research was conducted by staff earlier this year that looked at the zoning code of twenty-two (22) jurisdictions in the Pacific Northwest as it pertains to townhouse design standards. City staff met with internal and external stakeholders in a series of nine (9) meetings from January to June this year. An online visual preference survey was open the month of April that received 534 total responses. On August 1, 2019 before the Planning Commission meeting, a public workshop was held. City staff made a presentation after which the meeting divided into two smaller groups to discuss site design and building design. Ten (10) community members were in attendance. City staff and several Planning Commissioners also attended the workshop. Summaries of project development and stakeholder input are further detailed in staff reports, and their associated attachments, to the Planning Commission.

Planning Commission Review

The Planning Commission held two study sessions on this topic on August 1 and September 5, 2019, and a Public Hearing on October 3, 2019. Staff reports for these Planning Commission agenda items, along with the meeting minutes and public comments, can be found at the following links:

- August 1st:
<http://www.shorelinewa.gov/Home/Components/Calendar/Event/14008/182?toggle=allpast>.
- September 5th:
<http://www.shorelinewa.gov/Home/Components/Calendar/Event/14014/182?toggle=allpast>.
- October 3rd:
<http://www.shorelinewa.gov/Home/Components/Calendar/Event/14018/182?toggle=allpast>.

On October 3rd, following the Public Hearing, the Planning Commission voted 4-1 to recommend the proposed townhouse residential design standards as proposed in Exhibit A to proposed Ordinance No. 871. A cover memo from Planning Commission

Chair Bill Montero, which states the Planning Commission's recommendation, is attached to this staff report as Attachment B.

DISCUSSION

All of the proposed Development Code amendments recommended by the Planning Commission, which are included in Exhibit A to proposed Ordinance No. 871, are also highlighted below. Each section includes a description of the amendment and explanation of the amendment.

Staff believes that the regulations proposed by staff to the Planning Commission on October 3, 2019, particularly regarding site configuration, are more reflective of the design standards contemplated with the adoption of the MUR zoning and as such would recommend that Council amend the regulations so that they align with what was proposed and presented by staff at the October 3rd Planning Commission Public Hearing (Attachment C). More information about the site configuration Planning Commission discussion is found later in this report.

However, if Ordinance No. 871, as recommended by the Planning Commission, is preferred by Council, then staff recommends adoption of Ordinance No. 871 with the additional staff recommended amendments as identified in Attachment D to this staff report and identified below. Staff is also recommending amendments that add graphics to the code, make the graphics more accurate, or correct minor clerical errors, such as an incorrect code references, that are currently not included in the Planning Commission's recommendation.

Amendment #1 – SMC 20.20 – Definitions

- *20.20.012 – B Definitions –Balcony and Juliet Balcony*
- *20.20.018 – E Definitions –Entry*
- *20.20.020 – F Definitions –Fenestration*
- *20.20.032 – L Definitions –Living Green Wall*
- *20.20.034 – M Definitions –Mixed Single-Family Attached Development*
- *20.20.046 – S Definitions –Shared-Space and Street Wall*
- *20.20.050 – U Definitions –Unit Lot Development*
- *20.20.050 – U Definitions –Unit Lot Subdivision*
- *20.20.060 – Z Definitions –Zero Lot Line Development*

Explanation – The proposed amendments to the Definitions subsection, which either add definitions or amend definitions already in the code, fall under one of the following categories:

- Definition of an architectural feature;
- Clarification/creation of terms related to Unit Lot Subdivision; or
- Provision of new policy direction; this relates to the Mixed Single-Family Attached Development definition and Shared-Space definition. These two items are further described below.

20.20.034 – M Definitions – Add definition for Mixed Single-Family Attached Development: A residential development where at least 70 percent of the dwelling units are single-family attached units with the remaining single-family detached units.

- Currently if a development wants to include both single-family detached and single-family attached units within the same subdivision, the single-family detached lots are treated as parent lots, meaning there is no flexibility for those lots in meeting required dimensional standards such as hardscape. What this means is it is difficult, or near impossible, to get such a mix of building types in one development. Providing flexibility in this area would be beneficial in getting subdivisions with a mixture of building types.

20.20.046 – S Definitions – Add definition for Shared-Space: A street that facilitates pedestrian, bicycle, and vehicular traffic within a shared space. They typically lack separate pavement and include a variety of surface treatments, bollards, lighting, and landscaping to define a shared space. They are also known as a woonerf, home zone, or living street.

- This concept accommodates vehicle and pedestrian users in the same space by having traffic calming elements such as special pavement and landscaping. This allows flexibility on narrow sites while safely maintaining access for all mobility modes.

Additional Staff Recommendation (included in Attachment D) - If Council is supportive of proposed Ordinance No. 871 as recommended by the Planning Commission, then staff recommends that SMC 20.20.034 – M Definitions – definition for Mixed Single-Family Attached Development, be amended to read:

“A residential development where at least 60 ~~70~~ percent of the dwelling units are single-family attached units with the remaining single-family detached units.”

The exception for lots up to 70 feet wide to only have 30 percent of units within a site be located between the property line and a 25-foot distance from the front property line, the configuration shown below would not meet this requirement. The duplex in the rear equals 66% of the units on site, not the 70% required by the definition. Therefore, staff proposes that “70 percent” be changed to “60 percent.”

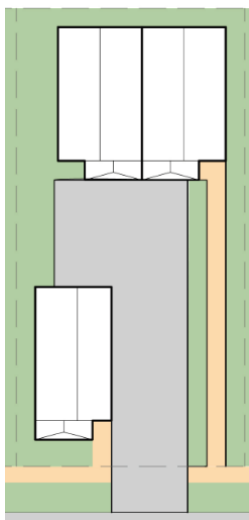


Illustration of Single-Family Attached Units Consisting of 60 Percent of the Units in a Development

Amendment #2 – SMC 20.30.410 Preliminary subdivision review procedures and criteria.

These amendments clarify aspects of the Unit Lot Development subsection.

Explanation – These amendments clarify that the category of subdivision is “Unit Lot Subdivision” not “Unit Lot Development” and further clarifies there are two types of Unit Lot Subdivision (ULS) in the code currently, Unit Lot Development and Zero Lot Line Development. These amendments also add a third type eligible for Unit Lot Subdivision - “Mixed Single-Family Attached Development.” This form of subdivision consists of a “parent” lot (the original lot) and “child” lots (the smaller, unit lots). This new type allows for both detached and attached units within the same ULS. Each unit lot is allowed flexibility on certain dimensional standards, such as internal setbacks and hardscape coverage, but the overall site (parent lot) shall meet all dimensional standards.

Amendment #3 – SMC 20.50.020 Dimensional requirements. Footnote (2) to Table 20.50.020(1) Densities and Dimensions in Residential Zones and Table 20.50.020(2) Densities and Dimensions in Mixed Use Residential Zones.

(2) These standards may be modified to allow unit lot developments, mixed single-family attached developments and zero lot line ~~and unit lot~~ developments. Setback variations apply to internal lot lines only. Overall site must comply with setbacks, building coverage and hardscape limitations; limitations for individual lots may be modified.

Explanation – This change is related to Amendment #2 on Unit Lot Subdivision. It adds “Mixed Single-Family Attached Development” to Footnote (2).

Amendment #4 – SMC 20.50.040 Setbacks – Designation and measurement.

I. Projections into Setback.

2. Fireplace structures, bay or garden windows, balconies (including Juliet balconies), enclosed stair landings, closets, or similar structures may project into required setbacks, except into any five-foot yard required setback, provided such projections are:

- a. Limited to two per facade;*
- b. Not wider than 10 feet;*
- c. Not more than 24 inches into a side yard setback; or*
- d. Not more than 30 inches into a front and rear yard setback.*

3. Eaves shall not project:

- a. Into a required five-foot setback;
- b. More than 36 inches into front and rear yard required setbacks.

Exception SMC 20.50.040(1)(3): When adjoining a legal, nonconforming eave, a new eave may project up to 20 percent into the required setback or may match the extent of the legal, nonconforming eave, whichever is less. Single-family attached and mixed single-family attached developments subject to Subchapter 3 may have eaves encroach up to 18-inches into a required five-foot setback.

Explanation – This proposal allows eaves to project into five-foot setbacks on single-family attached and mixed single-family attached developments and allows balconies to project into setbacks, when the setback is greater than five feet. Eaves have a minimal impact on light and air to adjacent properties, which are the traditional justifications for setbacks, and also add very little bulk to the look of a building, while providing much needed weather protection. The code already allows for structures such as bay windows to project into required setbacks greater than five-feet, this change adds balcony to the list. This allowance for balconies will contribute to the visual interest of a building while having minimal impact on the intended purpose of setbacks (allowance for light and air).

Amendment #5 – SMC 20.50, Subchapter 3 (20.50.120 through 20.50.190).

These amendments delete language relating to multifamily development. This subchapter will now be entitled “Single-Family Attached Residential Design” and will set forth development standards related to this use as outlined below:

- *20.50.120 Purpose* –Proposed amendments in this section apply to single-family attached and mixed single-family attached only and removes “multifamily.” The proposal is for the standards to apply to these uses in all zoning districts except for R-4, R-6 and Neighborhood Business (NB), which is where the current Single-Family Attached Residential Design standards apply.
- *20.50.130 Administrative design review (ADR)* – This proposed amendment deletes reference to specific sections, creating the allowance for ADR to any regulation within the design standards.
- *20.50.140 Thresholds – Required site improvements* – This proposed amendment removes language calling out specific zoning districts and proposes language stating that the section applies to the single-family attached use in the zoning districts subject to the subchapter.
- *20.50.150 Overlapping standards* – This proposed language is the same language in 20.50.240(B), which are the Commercial Zone Design standards. It allows for some standards to overlap, as long as functions are not diminished.
- *20.50.160 Site Design – Standards*

- *A. Setbacks* – This language is proposed to be relocated from 20.50.130 except the diagram will be deleted. This diagram is already in the parking design standards (Exception 20.50.410(I)(1)). There is no need to also include it in this section.
- *B. Parking* –
 - 1. This language exists in the current code, but the proposal removes the word “carport” and changes “street” to “right-of-way” throughout.
 - 2. This language is proposed to be deleted that allows parking between the building and the street due to site limitations like topography. This exception is needed more with the multifamily building type. Most townhouses provide parking in garages. In the rare instance this would be needed to due to site constraints, the applicant could request Administrative Design Review to allow it.
 - 3. The proposed language is to prohibit carports, which is a policy change.
- *C. Site Configuration* – This proposed requirement means that 40 percent of the units within a given site must be located close to the street. On lots up to 70 feet wide, only 30 percent of units must be located close to the street. Lots in MUR-45’ have a different standard—besides an access drive that meets city standards, the rest of the lot needs to be filled with buildings. This means on a single mid-block lot that a perpendicular-oriented building will continue to be allowed.
- *D. Site Access and Circulation* – Lots with dead-end access drives 150 feet or longer must provide a turnaround facility that accommodates a Fire Department Aid Car (would also accommodate other box trucks like UPS/FedEx delivery). If adjoining lots are being developed at the same time, and are under common ownership, the projects must consolidate vehicle access points. Each unit must have pedestrian access to the public sidewalk. There are two options for meeting the pedestrian access requirement: a walkway separated from vehicle access or shared-space that meets certain requirements (shared vehicle/pedestrian spaces are often referred to as “woonerfs”, which is the Dutch word for this concept).
- *E. Storage space and staging area for the collection of solid waste* – New standards for storage and collection are proposed. There are various options based on the number of units proposed within a development. The proposed language is based on a meeting between City staff, Recology staff and the Developer Stakeholder Group. (The Developer Stakeholder Group holds a quarterly meeting coordinated by the City’s Permit Services Manager and is a forum for local developers to discuss items of interest and/or concern with City staff.)
- *F. Accessory structures* – This reorganizes the existing prohibition on shipping containers into its own subsection.
- *G. Utility and mechanical equipment* – This is new language that is modeled from the Commercial Zone Design standards in SMC 20.50.240(J). Utility and mechanical equipment must be designed to minimize visibility to the public.
- *H. Outdoor space* – This is a new requirement since outdoor space requirements do not currently apply to townhouse developments. For

developments with nine (9) or fewer units, the proposal has two options to comply with the standard—either provide private outdoor space for each unit or provide common outdoor space accessible to all units. For developments with ten (10) or more units, the proposal requires providing both private outdoor space for each unit and common outdoor space accessible to all units.

- *1. Façade landscaping* – This references façade landscaping requirements applicable to townhouse proposals in the proposed SMC 20.50.485.
- **20.50.170 Building Design – Standards**
 - *A. Building orientation*
 - 1. Requires units with frontage on the street to have the primary pedestrian entrance oriented to the street.
 - 2. Requires buildings with frontage on multiple streets to have a pedestrian entrance oriented to at least one street. Which street will be determined by the Director using criteria such as right-of-way classification, lot orientation and site configuration.
 - *B. Building modulation, massing, and articulation*
 - 1. Requires each unit to have a covered entry with weather protection.
 - 2. Requires buildings to use at least three (3) types of variation on the front façade from a menu of choices that includes offsets (setbacks), stepbacks, changes in roofline, balconies, garage door(s) located to the rear/side, dormers, living green wall, trim, and increased fenestration beyond what is required in (3). Because of Change 1 at the Planning Commission, staff recommends that for buildings in MUR-45' this variation be provided not only on the front facing the street, but also the side of the building facing the access drive. This will help mitigate the perpendicular site configuration by adding variation to otherwise “boxy” buildings facing the access drive.
 - 3. Blank walls are not allowed. Facades must have a certain percentage of fenestration/landscaping. (Fenestration means exterior openings in a building like doors and windows.)
 - 4. Garage(s) that face the street must meet certain standards aimed at diminishing their dominance on the street.
 - *C. Building materials* – This requires visually heavier materials to be located below lighter materials (e.g., stone located below wood). Requires trim to be a contrasting color. Prohibits certain materials like T-111 siding and uncoated zinc and copper. Prohibiting uncoated zinc and copper on new and remodeled buildings is a best practice the City learned about as part of its Salmon Safe Certification. Since we are now aware of the harmful impact of these materials, staff is proposing a prohibition on using these materials on new townhouse developments.
- **20.50.180 Outdoor Lighting – Standards** – Most of the existing section is retained, with some changes that provide clarification. Standards on pedestrian lighting are relocated from other existing sections proposed to be deleted.
- **20.50.190 Fences and walls – Standards** – Most of the existing section is retained with a new requirement on the maximum percentage of fence that can

be solid in front yard. Chain link is added to the list of prohibited fence materials and specifies quality fencing materials.

Explanation – The new design standards are crafted with the intent of creating a relationship between the development and the street. When done consistently over time, this pattern becomes the fabric of walkable neighborhoods. It is particularly important in the MUR-35' and MUR-45' zoning districts to achieve the walkable, pedestrian-friendly built environment envisioned by the 145th and 185th Sub-Area Plans, as noted below:

The 185th Street Station Subarea will transform into a vibrant transit-oriented village with a variety of housing choices for people of various income levels and preserving the livable qualities that Shoreline citizens cherish. Over time, public and private investment will enhance the village setting, creating a walkable, safe, healthy, and livable place for people of all ages and cultures. People will be able to easily walk and bicycle to and from the light rail station, shopping, parks, schools, and other community locations from their homes. Neighborhood-oriented businesses and services will emerge as the village grows, along with places for civic celebrations, social gatherings, and public art. Eventually, the new transit-oriented village will become one of the most desirable places to live in Shoreline.

Vision Statement from the 185th Street Station Subarea Plan, March 2015

This is in contrast to many recent developments which are oriented perpendicular to the street in a linear configuration (see photo examples).



New Townhouse Building in the MUR-45' Zoning District



New Townhouse Building in the MUR-45' Zoning District

The proposed regulations prioritize pedestrians by prescribing a base-level of visual interest by prohibiting blank walls and requiring building articulation methods, such as changing the roofline and varying the setback between adjoining units. The requirement in all zones, except MUR-45', that 30 or 40 percent of units be located within 25 feet of the front property line will create community-facing developments. In the MUR-45' zone we will continue to see redevelopment of single mid-block lots in this perpendicular fashion, though with an end unit that has a door facing the street and additional design details on the street facade.

Additional Staff Recommendation (included in Attachment D) - If Council is supportive of proposed Ordinance No. 871 as recommended by the Planning Commission, then staff recommends that Council revise SMC 20.50.170(B)(2) to state:

“for buildings that are oriented perpendicular to the public right-of-way in MUR-45', at least three (3) of the following elements shall be provided on the side of the structure facing the public right-of-way and at least three (3) of the following elements shall be provided on the side of the structure overlooking the vehicular access.”

Amendment #6 – SMC 20.50, Subchapter 4 (Subsections 20.50.220 through 20.50.235).

This subchapter will be amended to have the Commercial Zone design standards apply to the Multifamily use.

Explanation – Nearly all multifamily development in the City is taking place in Commercial Zoning districts which are already subject to these design standards. There are differences between the requirements in this subchapter and the requirements

being deleted in Subchapter 3, but staff has examined the changes and considers these design standards an improvement over the previous multifamily standards.

Amendment #7 – SMC 20.50, Subchapter 7 Landscaping.

20.50.485 Front façade landscaping, single-family attached and mixed single-family attached developments – Standards.

A. The portion of the building adjacent to public rights-of-way shall have landscaping along the building façade. Foundation landscaping shall abut the building (while allowing the necessary space for growth) and shall be used or installed in such a manner so as to screen mechanical equipment attached to or adjacent to the building, provide direction to and enhance entrances and pedestrian pathways, and provide visual breaks along building facades.

B.

1. Landscaping shall be provided at a depth of at least 50 percent of the required front yard setback. The depth of required landscaping for properties with frontage on 145th Street or 185th Street shall be calculated by subtracting the amount of right-of-way dedication easement.

2. If a property has a required setback of zero (0) feet, landscaping shall be provided at a depth of at least four (4) feet and width at least 30 percent of the unit width. The required landscaping shall abut the entry. For example, if the unit width is 20 feet, the landscaping next to the entry shall be a minimum of six (6) feet wide.

C. Foundation plantings may be comprised of trees, shrubs, accent plants, ornamental grasses, and ground cover in any combination; provided that no more than 50 percent of the total required landscaping area consists of ground cover.

D. At least one (1) three-gallon shrub for every three (3) lineal feet of foundation shall be provided.

E. Shrubs shall be a mix of deciduous and evergreens.

F. When calculating the minimum number of required plants, the linear distance of openings for doors entering the building shall be excluded.

20.50.490 Landscaping along interior lot line – Standards.

A. Type I landscaping in a width determined by the setback requirement shall be included in all nonresidential development along any portion adjacent to single-family and multifamily residential zones or development. All other nonresidential development adjacent to other nonresidential development shall use Type II landscaping within the required setback. If the setback is zero feet then no landscaping is required.

B. Multifamily development shall use Type I landscaping when adjacent to single-family residential zones and Type II landscaping when adjacent to multifamily residential and commercial zoning within the required yard setback. Single-family attached and mixed single-family developments shall use Type I landscaping when adjacent to R-4 or R-6 zoning, and Type II landscaping when adjacent to all other zoning districts. Single-family attached and mixed single-family developments that have a shared access drive with an abutting property are exempt from this requirement on the side with the shared access drive.

Explanation – The current landscaping regulations call out “multifamily development” and “nonresidential development” but do not speak to single-family attached development, which means there is currently no requirement. This proposal would require interior landscaping (landscaping alongside and rear setbacks) as well as between the building and street. Requiring landscaping will help soften the massing of these buildings, particularly when the landscaping has matured. Staff is recommending one change based on the Planning Commission recommendation for site configuration in MUR-45’. If you assume a 60-foot wide lot in MUR-45’ with a five-foot setback on each side, a 20-foot wide access drive and 4-foot walkway, the townhouses will only be 26 feet deep, which is not a typical depth for townhouses. Therefore, staff is recommending the interior landscaping requirement be waived on the side that does not abut vehicular access. That allows another five-feet to achieve a townhouse width of 31 feet which is more typical.

Additional Staff Recommendation (included in Attachment D) - If Council is supportive of proposed Ordinance No. 871 as recommended by the Planning Commission, then staff recommends that Council revise SMC 20.50.490(B) to state:

“Single-family attached and mixed single-family developments in the MUR-45’ zoning district with building(s) oriented perpendicular to the public right-of-way are exempt from this requirement on the interior setback that does not abut vehicular access.”

Amendment #8 – SMC 20.70.450 Access types and widths.

A. Table 20.70.450 – Access Types and Widths.

<i>Dwelling Type and Number</i>	<i>Engineering Development Manual Access Types and Width</i>
<i>Single-Family Detached – 1 unit</i>	<i>Residential</i>
<i>Single-Family Detached – 2 – 4 units</i>	<i>Shared</i>
<i>Single-Family Detached – 5 or more units</i>	<i>Private or Public Street</i>
<i>Commercial, Public Facility</i>	<i>Commercial</i>

<i>Dwelling Type and Number</i>	<i>Engineering Development Manual Access Types and Width</i>
<i>Single-Family Attached, <u>Mixed Single-Family Attached</u> or Multifamily</i>	<i>Multifamily</i>

Explanation – Since this new type of development is proposed elsewhere in the code it is important to establish what it would be considered in terms of an access type. Since a majority of the units will be single-family attached in a mixed single-family attached development, and they shall comply with the design regulations, it makes sense to put it in the same category as single-family attached for determining the access type.

Proposed Code Amendment Issues Raised by the Planning Commission – Site Configuration and Weather Protection

Site Configuration Code Language – SMC 20.50.160(C)

At the October 3rd Public Hearing, most of the discussion among the Commission centered on the proposed site configuration language in SMC 20.50.160(C). This section requires that 40% of the units be within 25 feet of the front setback. The options presented by staff at the September 5th study session were revisited. Some Commissioners did not like the original proposed language or the options presented, stating that the original language would disenfranchise property owners of single mid-block lots, and the other options presented would not lead to desired design.

At the two Planning Commission study sessions and the Public Hearing, staff explained that the proposed site configuration language (SMC 20.50.160.C) requiring 40 percent of the units to be within 25 feet of front property line, would lead to one of three possible outcomes on single mid-block lots: fewer units would be built, skinnier units would be built, or more than one lot would need to be assembled to achieve a code compliant redevelopment. Based on feedback from the Planning Commission at the August 1st study session, two options were presented at the September 5th study session:

- Option 1) Allow an exception for lots 60 wide or less to only have 30% of units within 25 feet of the front property line; or
- Option 2) Rewrite the section so that except for vehicular access, buildings must fill the lot frontage.

The design implications of Option 2 are that single mid-block lots will continue to be developed in the configuration now commonly seen throughout the City, with buildings oriented perpendicular to the street in a linear configuration. Other parts of the proposed design standards would require the side of the building facing the street to contain more visual interest, such as doors and windows, than what we currently see, but ultimately these developments are not creating a relationship with the street that leads to a pedestrian-friendly built environment, which is the vision of the MUR zoning districts.

Option 1 for lots in MUR-45' would mean more than one lot is needed for redevelopment. On the standard mid-block lot (60 feet wide by 120 feet deep) two (2) units would not meet minimum density, and three (3) units with one (1) unit detached at the front of the site and oriented to the street, and two attached units in the rear, would not be allowed since detached single-family dwelling is not an allowed use in the MUR-45' zoning district.

At the September 5th study session, the Planning Commission directed staff to keep the original proposed language to require 40 percent of the units to be within 25 feet of front property line, instead of choosing one of the options presented.

At the October 3rd Public Hearing, the Commission revisited the options from the September 5th study session and discussed a compromise of Option 1 for all zoning districts except MUR-45', and Option 2 for the MUR-45' zoning district. The Planning Commission ultimately recommended approval of the Townhouse Design Standard code amendments with a change to this section of the proposed code amendments.

The staff-proposed language that was included in the October 3rd Draft Code provided to the Planning Commission was as follows section (also included below are illustrations of site configurations that meet the proposed code):

20.50.160(C) Site Configuration. At least 40 percent of units within a site shall be located between the property line and a 25-foot distance from the property line to create a "street wall" which enhances the streetscape and overall pedestrian experience.

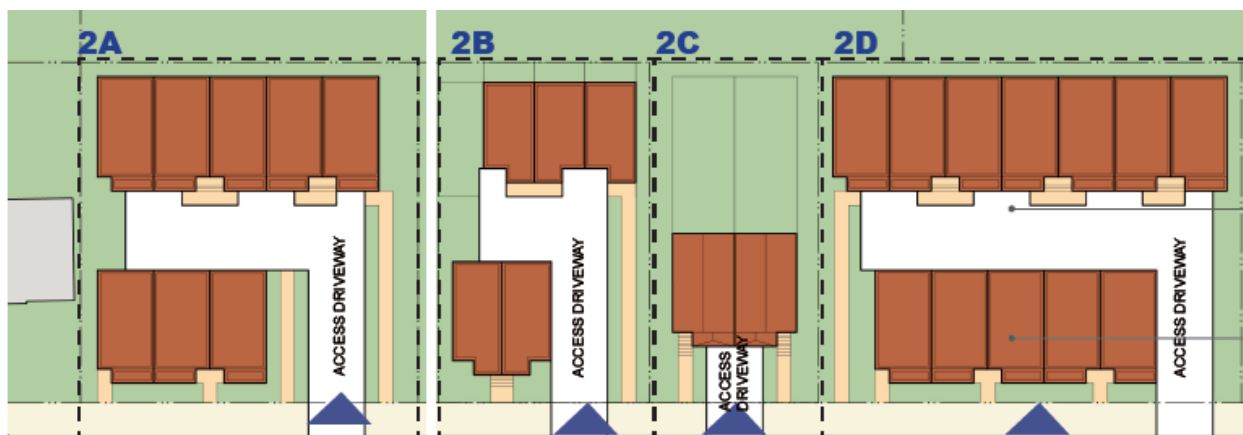


Illustration of four different sites that all meet the staff-proposed requirement.



Picture of townhouses that meet the staff-proposed requirement

The Planning Commission ultimately recommended the following code language for this section (also included below are illustrations of site configurations that meet the proposed code). This is the language that is currently included in Exhibit A to proposed Ordinance No. 871.

20.50.160(C) Site Configuration.

1. To create a street wall which enhances the streetscape and overall pedestrian experience, the following applies to lots in all zoning districts except for lots in the MUR-45' zoning district:

a. On lots up to 70 feet in width, at least 30 percent of units within a site shall be located between the front property line and a 25-foot distance from the property line.

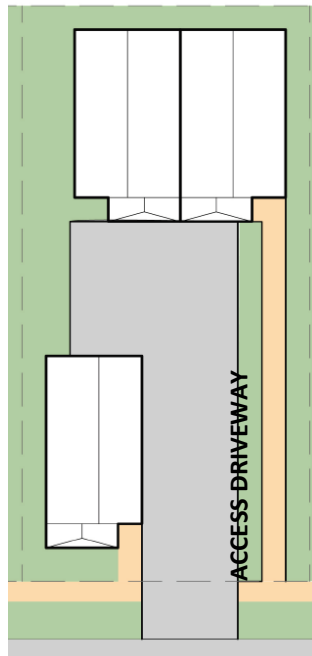


Illustration of a site that meets the proposed requirement.

b. On lots greater than 70 feet in width, at least 40 percent of units within a site shall be located between the front property line and a 25-foot distance from the property line.

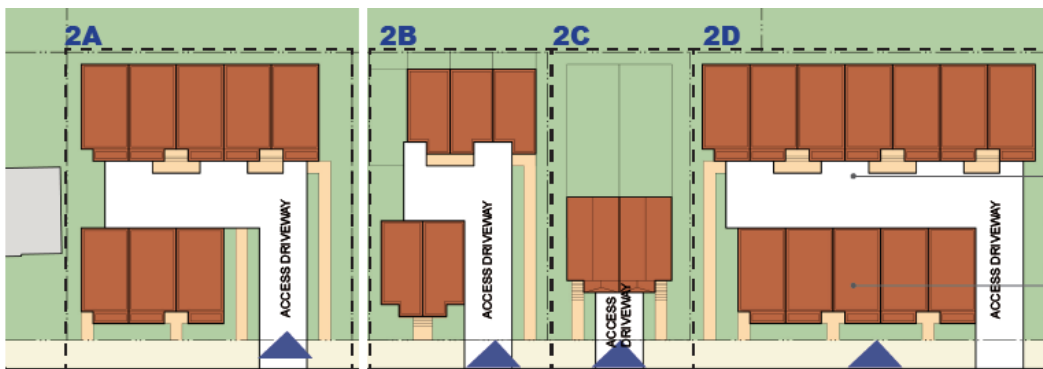


Illustration of four different sites that all meet the proposed requirement.

2. For all lots in the MUR-45' zoning district, buildings shall be located to create a street wall which enhances the streetscape and overall pedestrian experience. Except for vehicular access that meets the requirements of the Engineering Development Manual and the Development Code, buildings shall fill the lot frontage. All units with frontage shall be oriented to the public right(s)-of-way.

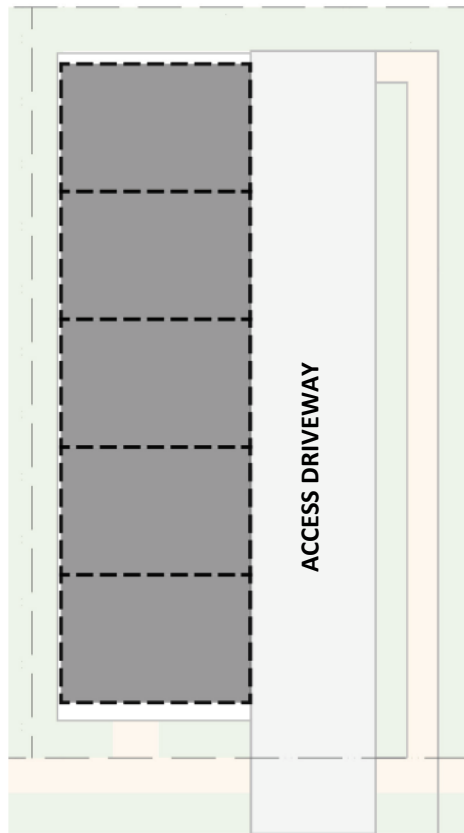


Illustration of a site that meets the proposed requirement.

When considering whether to approve the proposed regulations with the changes recommended by the Planning Commission, it is important to examine the results of the regulations. The constraints faced are largely due to the suburban context of the City; these lots were laid out (platted) with no alley system (in virtually the entire city) with the intent that each 60-foot wide by 120-foot deep lot would contain one single-family residence. They were designed for low-density, auto-oriented development. Redevelopment of these lots into dense, pedestrian-oriented areas is difficult without lot assemblage.

The original staff proposal in 20.50.160(C) that 40 percent of units be located within 25 feet of the front property line would eliminate the type of development that is oriented perpendicular to the street in a linear configuration. But for single mid-block lots, it would also lead to three potential outcomes which were outlined in the August 1st and September 5th staff reports to Planning Commission: 1) fewer units would be built, 2) skinnier units would be built, or 3) lots would need to be assembled. For the owner/developer of a single mid-block lot, this means the project may not be built in the first place (fewer units), the units may not be marketable (skinnier units), or they would need to buy an adjacent lot (or sell their lot). As part of this discussion, the Planning Commission grappled with the policy question or whether the greater public benefit of creating street-facing developments is worth the impacts, which could include a slow-down on townhouse development and the additional step of lot assemblage.

As noted earlier, staff believes that the site configuration regulations proposed by staff to the Planning Commission on October 3, 2019 are more reflective of the design

standards contemplated with the adoption of the MUR zoning and as such would recommend that Council amend the regulations as identified in Attachment C.

Weather Protection Code Language – SMC 20.50.170 (B)(1)

The Planning Commission also spent time discussing the code language in proposed SMC 20.50.170(B)(1). The proposed language that was included in the October 3rd Draft Code provided to the Planning Commission was as follows:

20.50.170(B)(1). Each unit shall have a covered entry or porch with weather protection at least 30 square feet with a minimum width of six (6) feet and minimum depth of four (4) feet.

Following Planning Commission discussion at the October 3rd Public Hearing, the Planning Commission ultimately recommended the following code language for this section:

20.50.170(B)(1). Each unit shall have a covered entry or porch with weather protection at least 20 square feet with a minimum width of four (4) feet and minimum depth of three (3) feet.

Proposed Code Illustrations

Exhibit A to proposed Ordinance No. 871 includes illustrations of the proposed code regulations. The illustrations were produced by the City's consultant on this project, LMN Architects. The illustrations have not been updated since the October 3, 2019 Planning Commission meeting in awareness of the project's budget. Once the City Council has provided direction to staff for code language to be adopted, staff will direct the consultant to update the illustrations, which will be included at the January 13, 2020 City Council adoption meeting.

RESOURCE/FINANCIAL IMPACT

No resource impacts are anticipated as a result of this discussion. If Council adopts Ordinance No. 871 on January 13, 2020, the new regulations are likely to slow townhouse redevelopment while developers adjust to the new requirements and in many instances will assemble more than one property to create a code-compliant development. This slowdown will be reflected in reduced permit application fee revenue for the City related to townhouse development.

RECOMMENDATION

No formal action is required by Council at this time. The Planning Commission has recommended adoption of the proposed amendments in Ordinance No. 871. Staff believes that the regulations proposed by staff to the Planning Commission on October 3, 2019, particularly regarding site configuration, are more reflective of the design standards contemplated with the adoption of the MUR zoning and as such would recommend that Council amend the regulations so that they align with what was proposed and presented by staff at the October 3rd Planning Commission Public Hearing (Attachment C). However, if Ordinance No. 871, as recommended by the Planning Commission, is preferred by Council, then staff recommends adoption of

Ordinance No. 871 with the additional staff recommended amendments as identified in Attachment D to this staff report. The proposed ordinance will be brought back for potential adoption on January 13, 2020.

ATTACHMENTS

Attachment A – Proposed Ordinance No. 871

Attachment A, Exhibit A – Planning Commission Recommended Code Amendments

Attachment B – Planning Commission October 17, 2019 Memo to Council

Attachment C - Staff Recommended Amendments to Townhouse Site Configuration
Code – SMC 20.50.160(C)

Attachment D – Staff Recommended Amendments Based on Planning Commission
Proposed Development Code Amendments

ORDINANCE NO. 871

**AN ORDINANCE OF THE CITY OF SHORELINE, WASHINGTON
AMENDING CERTAIN SECTIONS OF THE SHORELINE MUNICIPAL
CODE TITLE 20, THE UNIFIED DEVELOPMENT CODE, TO PROVIDE
FOR DESIGN STANDARDS FOR SINGLE-FAMILY ATTACHED
RESIDENTIAL DEVELOPMENT.**

WHEREAS, the City of Shoreline is a non-charter optional municipal code city as provided in Title 35A RCW, incorporated under the laws of the state of Washington, and planning pursuant to the Growth Management Act, Title 36.70A RCW; and

WHEREAS, the City has experienced increasing demand for single-family attached residential development in various zoning districts of the City; and

WHEREAS, single-family attached residential development includes townhomes, duplex, and rowhouses; and

WHEREAS, the City's current standards being utilized from this type of development are better suited for multi-family buildings, such as apartments, and do not provide for developments that are both functional and add value to the community by creating desirable places to live; and

WHEREAS, amendments are needed for SMC Chapters 20.20, 20.30, 20.50, and 20.70 to provide for new standards for single-family attached residential development; and

WHEREAS, the City conducted extensive research including reviewing standards of other jurisdictions, conducting a total of nine (9) internal and external stakeholder meetings between January 2019 and June 2019, and providing for an online visual preference survey during April 2019; and

WHEREAS, on August 1, 2019 and September 5, 2019, the City of Shoreline Planning Commission reviewed the proposed Development Code amendments; and

WHEREAS, on October 3, 2019, the City of Shoreline Planning Commission held a public hearing on the proposed Development Code amendments so as to receive public testimony; and

WHEREAS, at the conclusion of public hearing, the City of Shoreline Planning Commission voted that the proposed Development Code amendments, as amended by the Planning Commission, be approved by the City Council; and

WHEREAS, on November 25, 2019, the City Council held a study session on the proposed Development Code amendments; and

WHEREAS, the City Council has considered the entire public record, public comments, written and oral, and the Planning Commission's recommendation; and

WHEREAS, the City provided public notice of the proposed Development Code amendments and the public hearing as provided in SMC 20.30.070; and

WHEREAS, pursuant to RCW 36.70A.370, the City has utilized the process established by the Washington State Attorney General so as to assure the protection of private property rights; and

WHEREAS, pursuant to RCW 36.70A.106, the City has provided the Washington State Department of Commerce with a 60-day notice of its intent to adopt the proposed Development Code amendments; and

WHEREAS, the environmental impacts of the proposed Development Code amendments resulted in the issuance of a Determination of Non-Significance (DNS) on August 13, 2019; and

WHEREAS, the City Council has determined that the amendments are consistent with and implement the Shoreline Comprehensive Plan and serves the purpose of the Unified Development Code as set forth in SMC 20.10.020;

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

Section 1. Amendment. Title 20 of the Shoreline Municipal Code, Unified Development Code, is amended as set forth in Exhibit A to this Ordinance.

Section 2. Corrections by City Clerk or Code Reviser. Upon approval of the City Attorney, the City Clerk and/or the Code Reviser are authorized to make necessary corrections to this ordinance, including the corrections of scrivener or clerical errors; references to other local, state, or federal laws, codes, rules, or regulations; or ordinance numbering and section/subsection numbering and references.

Section 3. Severability. Should any section, subsection, paragraph, sentence, clause, or phrase of this ordinance or its application to any person or situation be declared unconstitutional or invalid for any reason, such decision shall not affect the validity of the remaining portions of this ordinance or its application to any person or situation.

Section 4. Publication and Effective Date. A summary of this Ordinance consisting of the title shall be published in the official newspaper. This Ordinance shall take effect five days after publication.

PASSED BY THE CITY COUNCIL ON JANUARY 13, 2020.

Mayor

ATTEST:

APPROVED AS TO FORM:

Jessica Simulcik Smith
City Clerk

Margaret King
City Attorney

Date of Publication: , 2020
Effective Date: , 2020

Ordinance No. 871 – Exhibit A

- **SMC Chapter 20.20 Definitions**

20.20.012 B definitions.

<u>Balcony</u>	<u>A projecting platform on a building that is either supported from below or cantilevered from the structure; enclosed with a railing or balustrade.</u>
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<u>Balcony, Juliet</u>	<u>A false balcony, or railing at the outer plane of a window-opening reaching to the floor, and having, when the window is open, the appearance of a balcony.</u>
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20.20.018 E definitions.

<u>Entry</u>	<u>Means a door where a person enters a building.</u>
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20.20.020 F definitions.

<u>Fenestration</u>	<u>The design and placement of windows, doors and other exterior openings in a building. Garage doors are not considered fenestration.</u>
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20.20.032 L definitions.

<u>Living Green Wall</u>	<u>A vertical garden that is attached to the exterior of a building and has a growing medium, such as soil, water or a substrate. Most green walls include an integrated water delivery system.</u>
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20.20.034 M definitions.

<u>Mixed Single-Family Attached Development</u>	<u>A residential development where at least 70 percent of the dwelling units are single-family attached units with the remaining single-family detached units.</u>
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20.20.046 S definitions.

<u>Shared-space</u>	<u>A street that facilitates pedestrian, bicycle, and vehicular traffic within a shared space. They typically lack separate pavement and include a variety of surface treatments, bollards, lighting, and landscaping to define a shared space. They are also known as a woonerf, home zone, or living street.</u>
<u>Street wall</u>	<u>A wall or portion of a wall of a building facing a public right-of-way that frames the public realm, creating a sense of enclosure for pedestrians.</u>

20.20.050 U definitions.

<u>Unit Lot Development</u>	<u>A residential development that contains single-family attached building(s) or single-family attached structure(s) wherein each building or structure is defined as one building or one structure pursuant to the International Building Code, the International Fire Code, and National Electrical Code.</u>
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Unit Lot Development (ULD) Subdivision

A unit lot development subdivision (also known as a “fee simple lot”) is the subdivision of land for single-family detached and/or attached dwelling units, such as townhouses, rowhouses, or other single-family attached dwellings, in the form of unit lot development, mixed single-family attached development, or zero lot line development or any combination of the above types of single-family attached dwelling units in all zones in which these uses are permitted.

20.20.060 Z definitions.

<u>Zero Lot Line Development</u>	<u>A development that contains building(s) configured The location of a building on a lot in such a manner that one or more of the building’s sides rest directly on a lot line.</u>
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- **Chapter 20.30, Subchapter 7 Subdivisions**

20.30.410 Preliminary subdivision review procedures and criteria.

The short subdivision may be referred to as a short plat – Type B action.

The formal subdivision may be referred to as long plat – Type C action.

B. Review Criteria. The following criteria shall be used to review proposed subdivisions:

4. Unit Lot Subdivision Development.

- a. The provisions of this subsection apply exclusively to unit lot developments ~~for single-family attached dwelling units, mixed single-family attached development, or zero lot line developments in all zones in which these uses are permitted.~~
- b. Unit lot, mixed single-family attached, and zero lot line developments may be subdivided into individual unit lots. The development as a whole shall meet the applicable development standards ~~applicable at the time the permit application is vested.~~
- c. As a result of the subdivision, development on individual unit lots may modify standards in SMC 20.50.020, Exception 2.
- d. Access easements, joint use and maintenance agreements, and covenants, conditions and restrictions identifying the rights and responsibilities of the property owner(s) and/or the homeowners' association shall be executed for the use and maintenance of common garage, parking and vehicle access areas; solid waste storage and/or collection area(s); on-site recreation; landscaping; underground utilities; common open space; exterior building facades and roofs of individual units; and other similar features, and shall be recorded with the King County Recorder's Office. These shall be recorded prior to final plat application or shown on the face of the final plat.
- e. Within the parent lot ~~or overall site~~, required parking for a dwelling unit may be provided on a different unit lot than the lot with the dwelling unit, as long as the right to use that parking is formalized by an easement set forth on the face of the plat, ~~to be recorded with King County Records and Licensing Services Division.~~
- f. The final plat shall note all conditions of approval. The final plat shall also note that unit lots are is not a separate buildable lots independent of the

overall development, and that additional development of the individual unit lots may be limited as a result of the application of development standards to the parent lot and shall be noted on the plat, to be recorded with King County Records and Licensing Services Division.

g. For unit lot development, tThe applicant shall record a covenant on the plat that states, "These units will be considered individual units and part of one structure that cannot be segregated from one another. A unit lot development is defined as one building or one structure in the International Building Code and International Fire Code and National Electrical Code."

- **Chapter 20.50, Subchapter 1 Dimensions and Density for Development**

20.50.020 Dimensional requirements.

A. Table 20.50.020(1) – Densities and Dimensions in Residential Zones.

Note: Exceptions to the numerical standards in this table are noted in parentheses and described below.

Residential Zones								
STANDARDS	R-4	R-6	R-8	R-12	R-18	R-24	R-48	TC-4
Base Density: Dwelling Units/Acre	4 du/ac	6 du/ac (7)	8 du/ac	12 du/ac	18 du/ac	24 du/ac	48 du/ac	Based on bldg. bulk limits
Min. Density	4 du/ac	4 du/ac	4 du/ac	6 du/ac	8 du/ac	10 du/ac	12 du/ac	Based on bldg. bulk limits
Min. Lot Width (2)	50 ft	50 ft	50 ft	30 ft	30 ft	30 ft	30 ft	N/A
Min. Lot Area (2) (13)	7,200 sq ft	7,200 sq ft	5,000 sq ft	2,500 sq ft	2,500 sq ft	2,500 sq ft	2,500 sq ft	N/A
Min. Front Yard Setback (2) (3) (14)	20 ft	20 ft	10 ft	10 ft	10 ft	10 ft	10 ft	10 ft

Residential Zones								
STANDARDS	R-4	R-6	R-8	R-12	R-18	R-24	R-48	TC-4
Min. Rear Yard Setback (2) (4) (5)	15 ft	15 ft	5 ft	5 ft	5 ft	5 ft	5 ft	5 ft
Min. Side Yard Setback (2) (4) (5)	5 ft min.	5 ft min.	5 ft	5 ft	5 ft	5 ft	5 ft	5 ft
Base Height (9)	30 ft (35 ft with pitched roof)	30 ft (35 ft with pitched roof)	35 ft	35 ft	35 ft (40 ft with pitched roof)	35 ft (40 ft with pitched roof) (16)	35 ft (40 ft with pitched roof) (8) (16)	35 ft (16)
Max. Building Coverage (2) (6)	35%	35%	45%	55%	60%	70%	70%	N/A
Max. Hardscape (2) (6)	45%	50%	65%	75%	85%	85%	90%	90%

Table 20.50.020(2) – Densities and Dimensions in Mixed Use Residential Zones.

Note: Exceptions to the numerical standards in this table are noted in parentheses and described below.

STANDARDS	MUR-35'	MUR-45'	MUR-70' (10)
Base Density: Dwelling Units/Acre	N/A	N/A	N/A
Min. Density	12 du/ac (17)	18 du/ac	48 du/ac
Min. Lot Width (2)	N/A	N/A	N/A
Min. Lot Area (2)	N/A	N/A	N/A
Min. Front Yard Setback (2) (3)	0 ft if located on an arterial street 10 ft on nonarterial street 22 ft if located on 145th Street (15)	15 ft if located on 185th Street (15) 0 ft if located on an arterial street 10 ft on nonarterial street	15 ft if located on 185th Street (15) 22 ft if located on 145th Street (15) 0 ft if located on an arterial street

STANDARDS	MUR-35'	MUR-45'	MUR-70' (10)
		22 ft if located on 145th Street (15)	10 ft on nonarterial street (18)
Min. Rear Yard Setback (2) (4) (5)	5 ft	5 ft	5 ft
Min. Side Yard Setback (2) (4) (5)	5 ft	5 ft	5 ft
Base Height (9) (16)	35 ft	45 ft	70 ft (11) (12) (13)
Max. Building Coverage (2) (6)	N/A	N/A	N/A
Max. Hardscape (2) (6)	85%	90%	90%

Exceptions to Table 20.50.020(1) and Table 20.50.020(2):

(1) Repealed by Ord. 462.

(2) These standards may be modified to allow unit lot developments, mixed single-family attached developments and zero lot line and unit lot developments. Setback variations apply to internal lot lines only. Overall site must comply with setbacks, building coverage and hardscape limitations; limitations for individual lots may be modified.

20.50.040 Setbacks – Designation and measurement.

I. Projections into Setback.

2. Fireplace structures, bay or garden windows, balconies (including Juliet balconies), enclosed stair landings, closets, or similar structures may project into required setbacks, except into any five-foot yard required setback, provided such projections are:

- a. Limited to two per facade;
- b. Not wider than 10 feet;
- c. Not more than 24 inches into a side yard setback; or
- d. Not more than 30 inches into a front and rear yard setback.

3. Eaves shall not project:

- a. Into a required five-foot setback;
- b. More than 36 inches into front and rear yard required setbacks.

Exception SMC 20.50.040(1)(3): When adjoining a legal, nonconforming eave, a new eave may project up to 20 percent into the required setback or may match the extent of the legal, nonconforming eave, whichever is less. Single-family attached and mixed single-family attached developments subject to Subchapter 3 may have eaves encroach up to 18-inches into a required five-foot setback.

- **Chapter 20.50, Subchapter 3 Multifamily and Single-Family Attached Residential Design**

Subchapter 3. Multifamily and Single-Family Attached Residential Design

20.50.120 Purpose.

The purpose of this subchapter is to establish standards for ~~multifamily and single-family attached and mixed single-family attached residential development, excluding lots proposing one (1) duplex building when one unit is located over the other unit, in all zones except R-4, R-6 and neighborhood business (NB). TC-4, PA 3, and R-8 through R-48 zones; the MUR-35' zone when located on a nonarterial street; and the MUR-45' zone when developing single-family attached dwellings.~~ All mixed single-family developments shall meet the design standards contained in this subchapter. Standards that are not addressed in this subchapter will be supplemented by the standards in the remainder of Chapter 20.50 SMC. In the event of a conflict, the standards of this subchapter shall prevail. The purposes of this subchapter are as follows:

- A. To encourage development of attractive residential areas that are compatible when considered within the context of the surrounding area.
- B. To enhance the aesthetic appeal of new ~~multifamily residential~~ single-family attached buildings by encouraging high quality, creative and innovative site and building design.
- C. To meet the recreation needs of project residents by providing open spaces within the project site.
- D. ~~To establish a well-defined streetscape by setting back structures for a depth that allows landscaped front yards, thus creating more privacy (separation from the street) for residents.~~
- E. ~~To minimize the visual and surface water runoff impacts by encouraging parking to be located under the building.~~

~~F. To promote pedestrian accessibility within and to the buildings.~~

D. To provide safe routes for pedestrians to onsite vehicle parking, building entries, and between buildings.

E. To emphasize quality building articulation, detailing, and durable materials, which add visual interest for pedestrians.

F. Encourage coordinated and functional elements of development, including buildings, landscaping, parking, site access and circulation, and outdoor space.

20.50.12230 Administrative design review.

Administrative design review approval under SMC 20.30.297 is required for all development applications that propose departures from the design standards contained in ~~SMC 20.50.140, 20.50.170 and 20.50.180~~ this subchapter.

20.50.12540 Thresholds – Required site improvements.

The purpose of this section is to determine how and when the provisions for full site improvement standards apply to a development application in ~~TC-4, PA 3, and R-8 through R-48 zones, the MUR-35' zone when located on a nonarterial street, and the MUR-45' zone when developing single-family attached dwellings~~ for single-family attached development and mixed single-family attached development. ~~Full~~ Site improvement standards ~~of~~ for signs, parking, lighting and landscaping shall be required:

A. When building construction valuation for a permit exceeds 50 percent of the current County assessed or an appraised valuation of all existing land and structure(s) on the parcel. This shall include all structures on other parcels if the building under permit review extends into other parcels; or

B. When aggregate building construction valuations for issued permits, within any cumulative five-year period ~~after March 30, 2013,~~ exceed 50 percent of the County assessed or an appraised value of the existing land and structure(s) at the time of the first issued permit.

20.50.150 Overlapping Standards.

Site design standards for on-site landscaping, walkways, public access easements, and outdoor space may be overlapped if their separate, minimum dimensions and functions are not diminished.

20.50.130 Site planning – Setbacks – Standards.

For developments consisting of three or more dwelling units located on a single parcel, the setback shall be 15 feet along any property line abutting R-4 or R-6 zones.

Exception to 20.50.130(1): Underground parking may extend into required minimum yard setbacks, provided it is landscaped at the ground level.

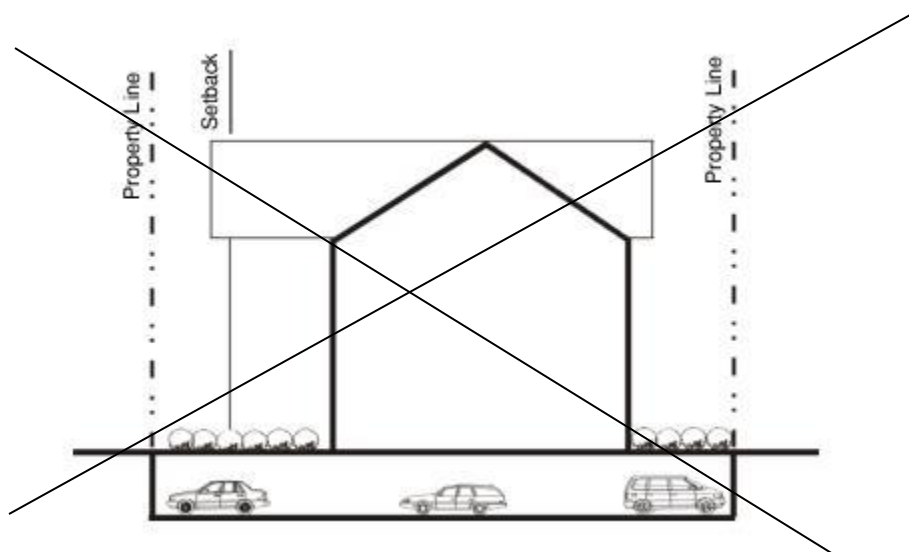


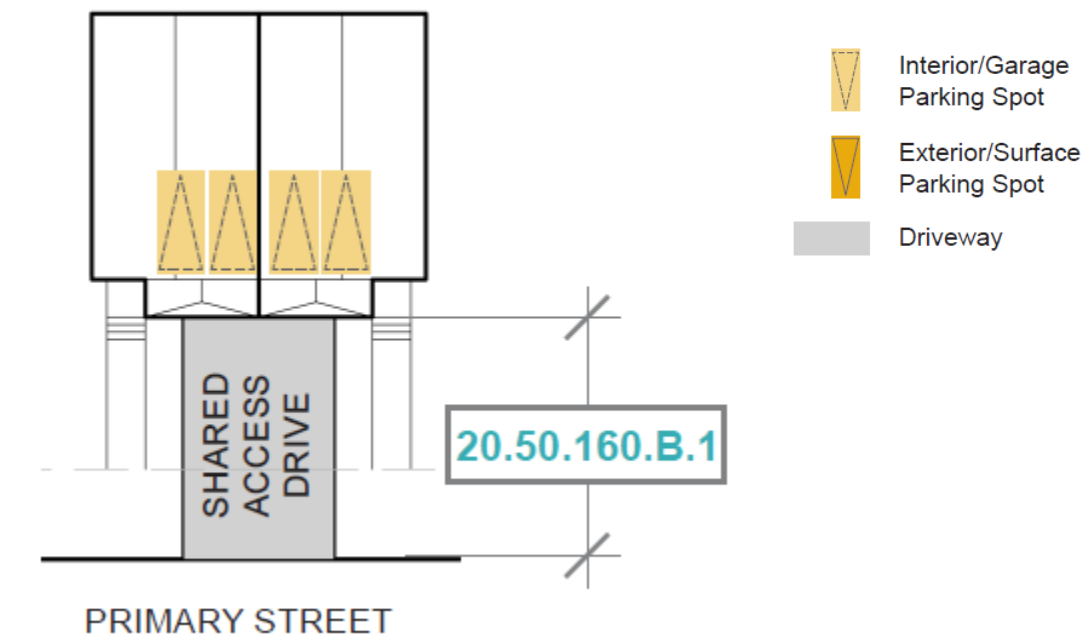
Figure Exception to 20.50.130(1): Diagram of multifamily structure with underground parking within a required setback.

20.50.1640 Parking – Access and location Site Design – Standards.

- A. Provide access to parking areas from alleys where possible. **Setbacks**
For developments consisting of three or more units located on a single parcel, the setback shall be 15 feet along any property line abutting R-4 or R-6 zones.

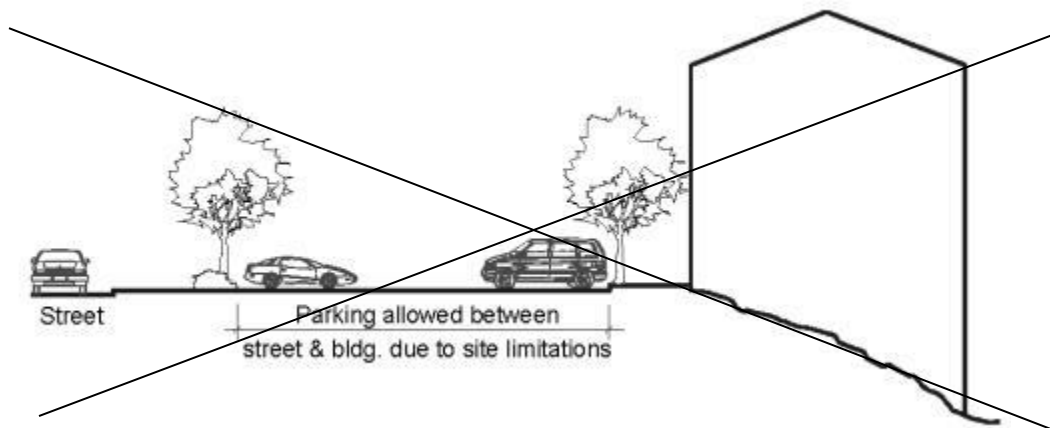
B. Parking

- ~~B1.~~ For units with individual garages or carport units, at least 20 linear feet of driveway shall be provided between any garage, ~~carport~~ entrance and the property line abutting the ~~street~~ public right-of-way, measured along the centerline of the driveway.

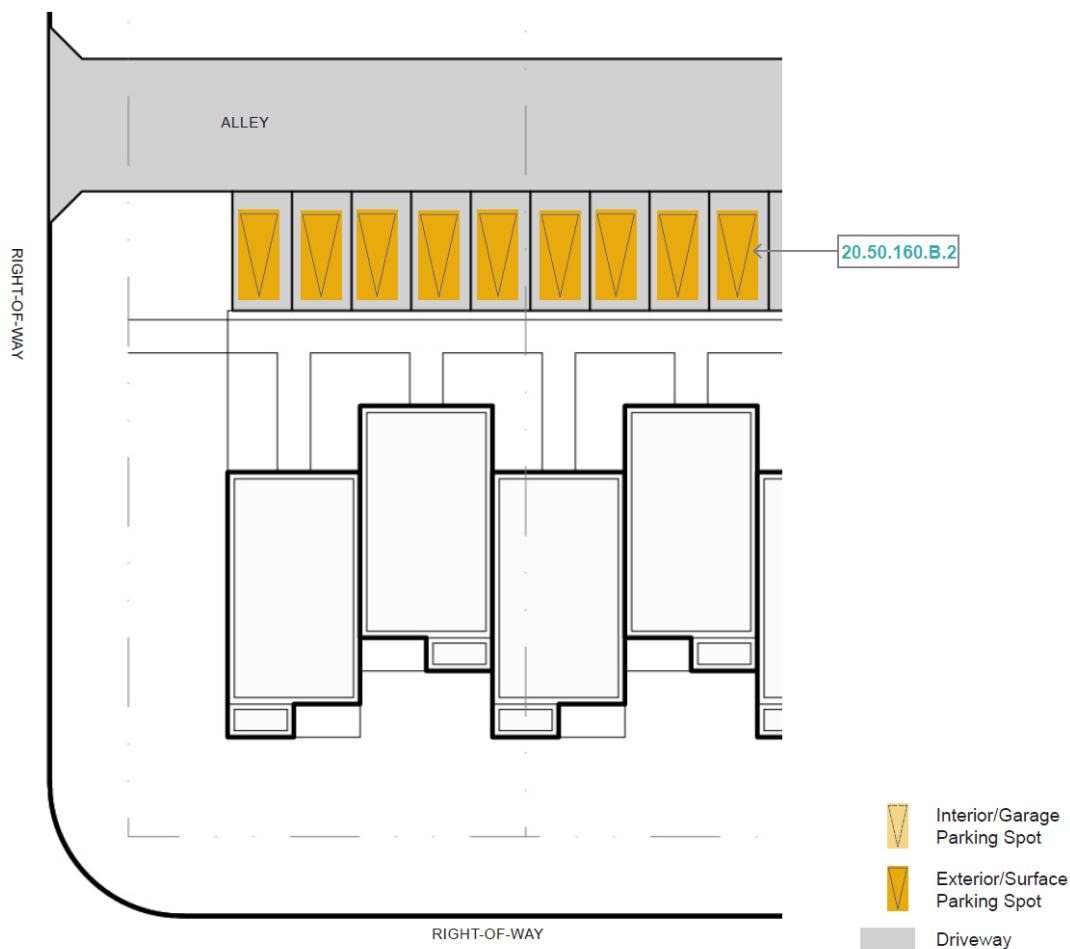


Minimum Linear Distance Illustration

~~G2. Above-ground Surface parking shall be located behind or to the side of buildings. Parking between the street property line and the building shall be allowed only when authorized by the Director due to physical limitations of the site.~~



~~Figure 20.50.140(C): Example of parking location between the building and the street, which is necessary due to the steep slope.~~



Shared surface parking with alley

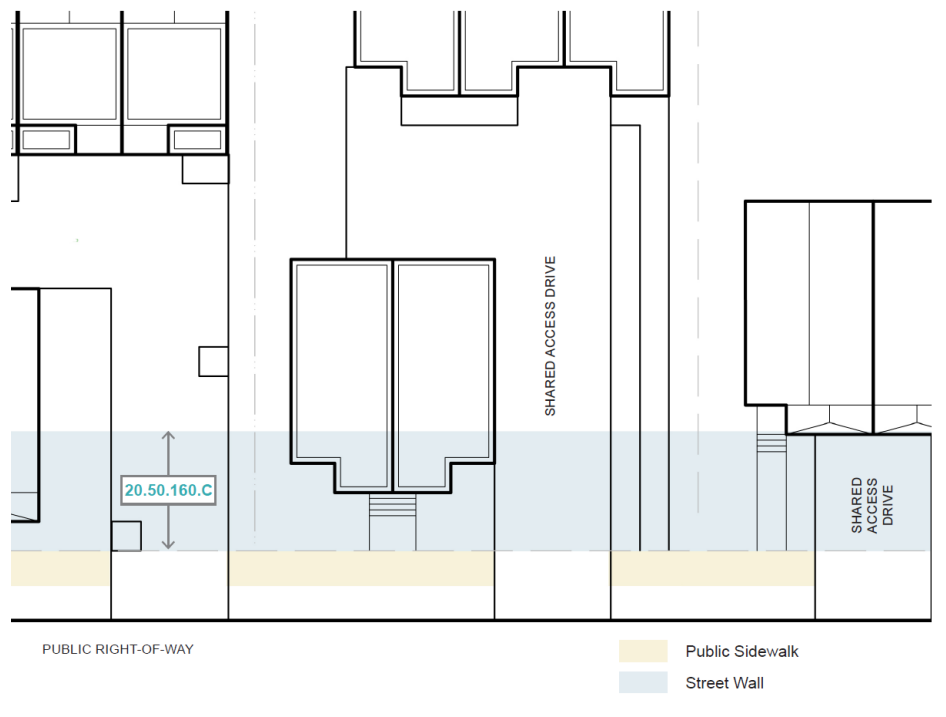
Surface Parking Illustration

3. Carports are prohibited.

C. Site Configuration.

1. To create a street wall which enhances the streetscape and overall pedestrian experience, the following applies to lots in all zoning districts except for lots in the MUR-45' zoning district:
 - a. On lots up to 70 feet in width, at least 30 percent of units within a site shall be located between the front property line and a 25-foot distance from the property line.
 - b. On lots greater than 70 feet in width, at least 40 percent of units within a site shall be located between the front property line and a 25-foot distance from the property line.
2. For all lots in the MUR-45' zoning district, buildings shall be located to create a street wall which enhances the streetscape and overall pedestrian

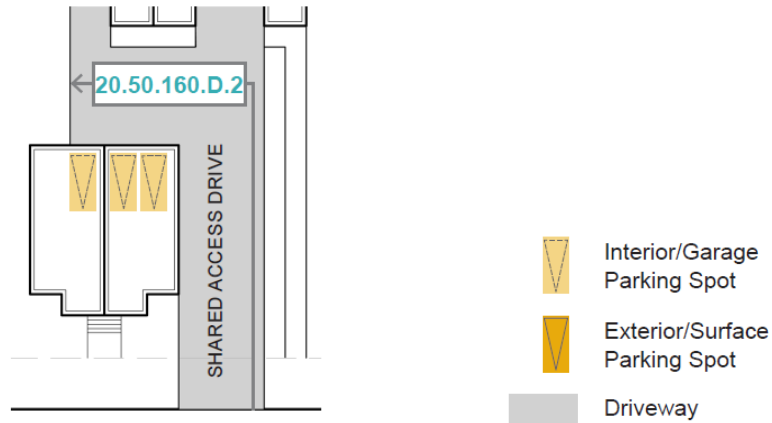
experience. Except for vehicular access that meets the requirements of the Engineering Development Manual and the Development Code, buildings shall fill the lot frontage. All units with frontage shall be oriented to the public right(s)-of-way.



Site Configuration Illustration

D. Site Access and Circulation

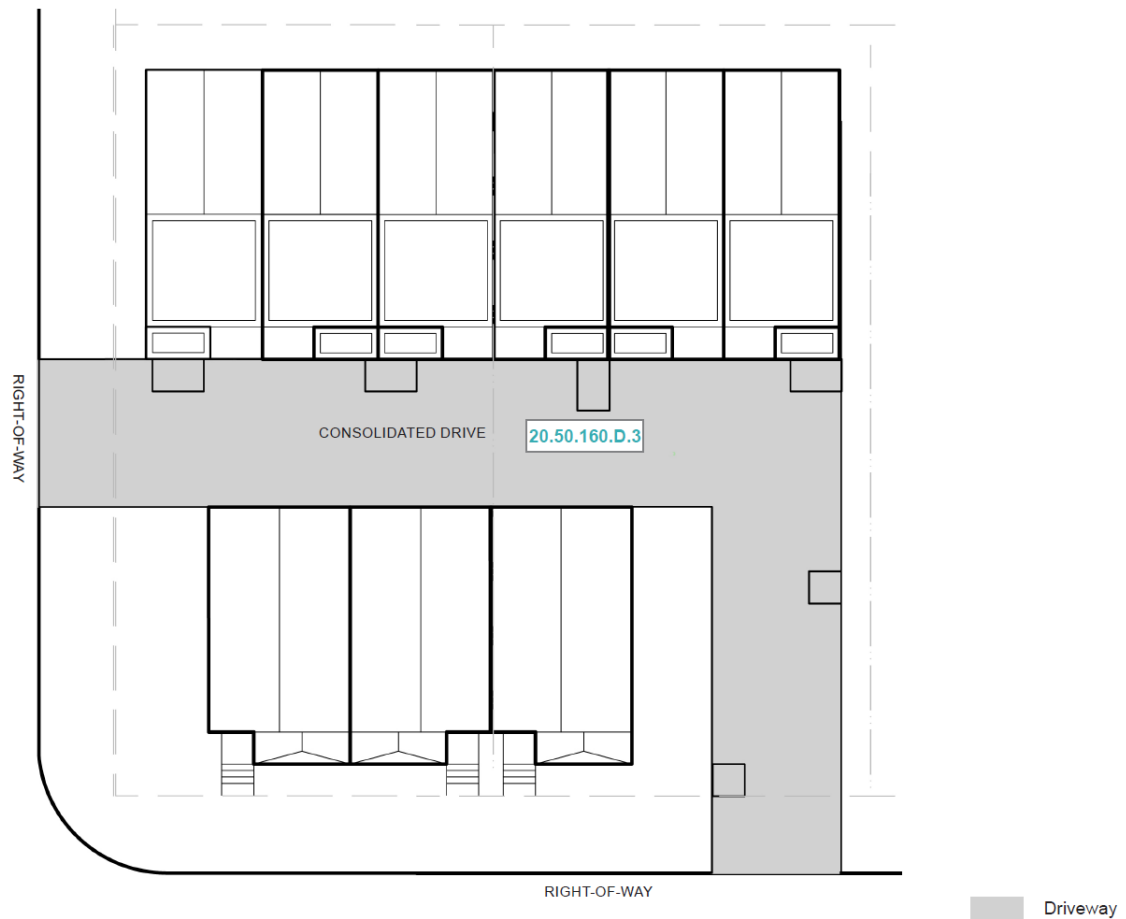
1. Vehicle access requirements are contained in the Engineering Development Manual.
2. On lots with dead-end access drives with a length of 150 feet or greater, measured from the face of curb to the end of the access drive pavement, a turnaround facility shall be provided that meets the standard detail contained in the Engineering Development Manual or, if no standard is provided, the standard detail required by the Public Works Director.



Rear-loaded attached garage, with shared access drive

Dead-end Access Drive Illustration

3. If adjoining lots are being developed concurrently, and are under the same ownership, vehicle access points shall be consolidated. This requirement shall not apply to lots that do not have frontage on the same public right-of-way.



Consolidated Vehicle Access Illustration

4. Each unit shall have onsite pedestrian access to a public sidewalk, and common outdoor space and common parking areas, if provided. For buildings that do not front on the public right(s)-of-way, this requirement shall be considered met if pedestrian access is provided from a public sidewalk to the building(s).

5. Onsite pedestrian access shall comply with one (1) of the following:

a. Onsite pedestrian access shall be separated from vehicular circulation and a minimum of four (4) feet wide. Separated from vehicular circulation means (1) there is at least five (5) linear feet of landscaping between the closest edge of the vehicular circulation area and closest edge of the pedestrian access or (2) separation by a building. For buildings that do not front on the public right(s)-of-way, this requirement shall be considered met if pedestrian access is provided from a public sidewalk to the building(s); or

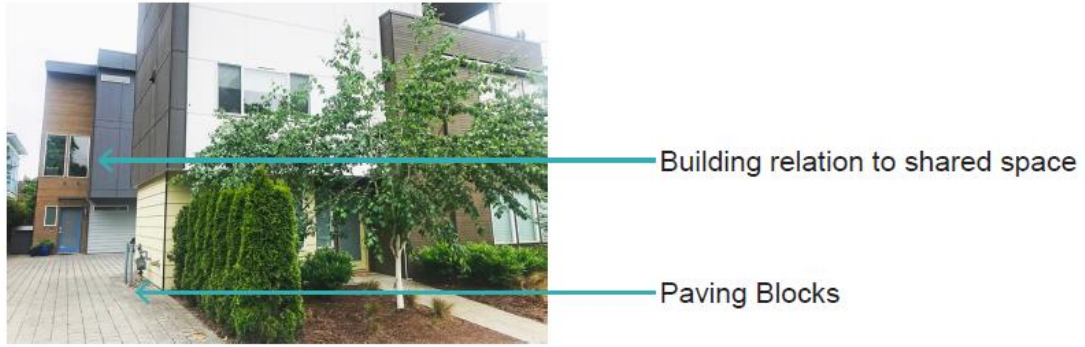
b. Pedestrian access shall be provided through shared-space with onsite vehicle circulation that complies with the following to clearly communicate to all users it is shared-space:

i. Traffic calming elements shall be located on both sides of the shared-space circulation and spaced no more than 25 feet apart. The shared-space circulation shall have at least one (1) of the following elements: trees that meet the minimum replacement tree size per SMC 20.50.360; raised planters a minimum height of three (3) feet and depth and width of two (2) feet; decorative bollards a minimum height of three (3) feet; or any other element the Director determines accomplishes the purpose;

ii. The entire shared-space circulation area shall be constructed with decorative concrete, paving blocks, bricks, or other ornamental paving treatments to clearly indicate the entire surface is intended for pedestrians as well as vehicles;

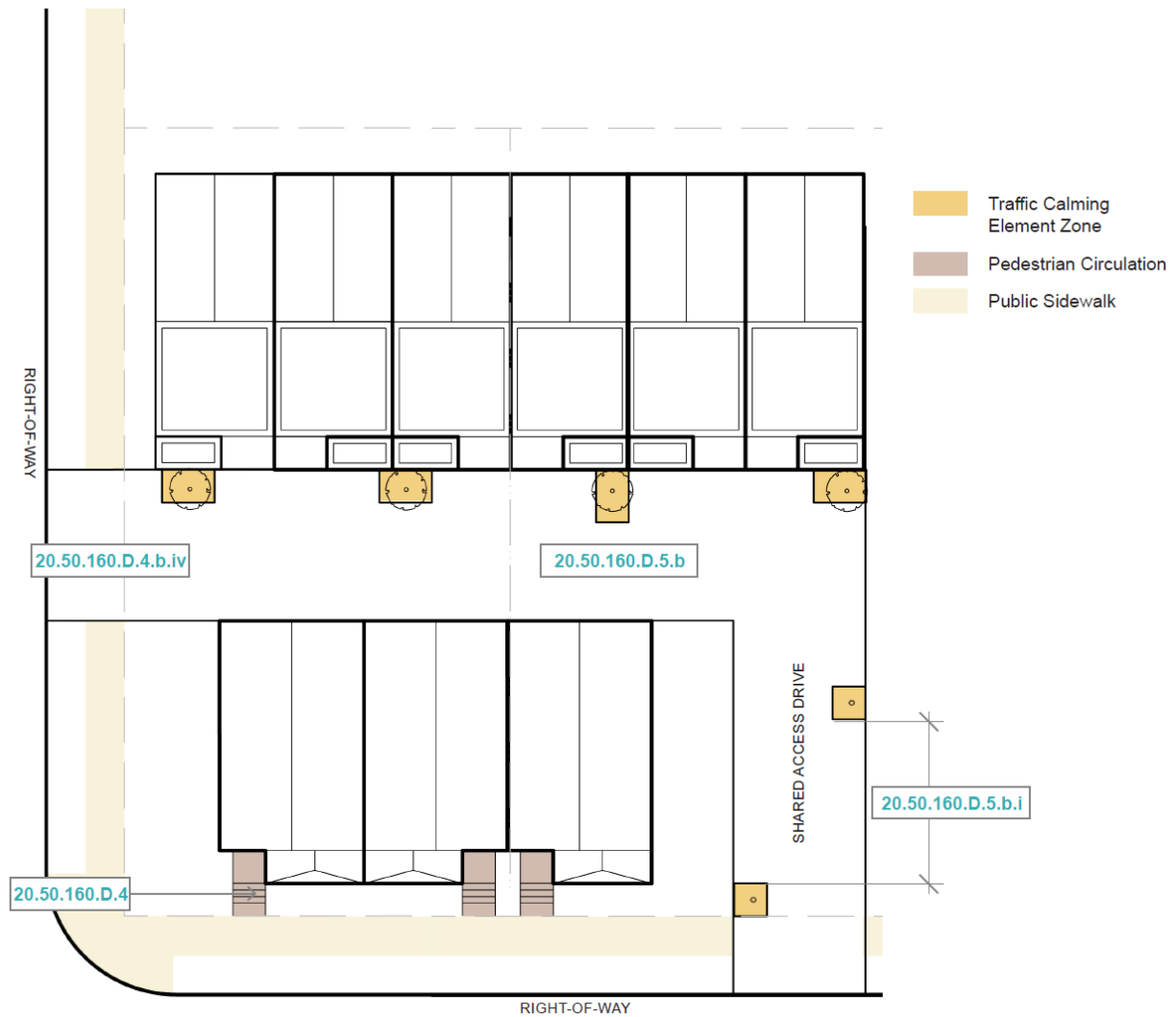
iii. The shared-space shall relate to the building(s) by having elements that allow for informal surveillance, including doors, windows, porches, stoops and balconies oriented towards the shared circulation space; and

iv. The shared-space circulation shall not result in a dead-end when abutting two or more public rights-of-way. It shall provide through access from one public right-of-way to a second public right-of-way.



Building Relationship to Shared-Space Image





Site Access and Circulation Illustrations

D. — Avoid parking layouts that dominate a development. Coordinate siting of parking areas, pedestrian connections and open space to promote easily accessible, centrally located open space. Parking lots and access drives shall be lined on both sides with five-foot-wide walks and/or landscaping in addition to frontage and landscaping standards.

DON'T DO THIS

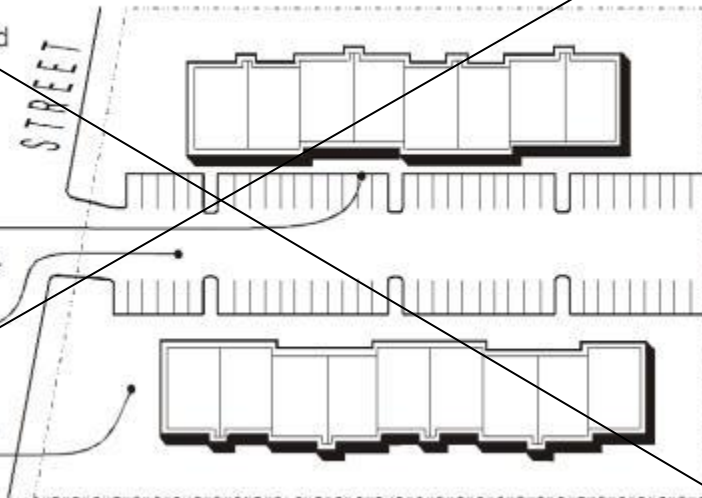
Building is disconnected from parking, public sidewalk and adjacent sites.

No buffer zone for pedestrians between front doors and parking.

Parking is the dominant feature.

No pedestrian entrance to the building.

Pedestrian circulation patterns are unclear.

**DO THIS**

Building is integrated and connected with parking, public sidewalk and adjacent sites.

An attractive pedestrian courtyard is the dominant feature.

Walkways and landscape features provide clear pedestrian circulation patterns.

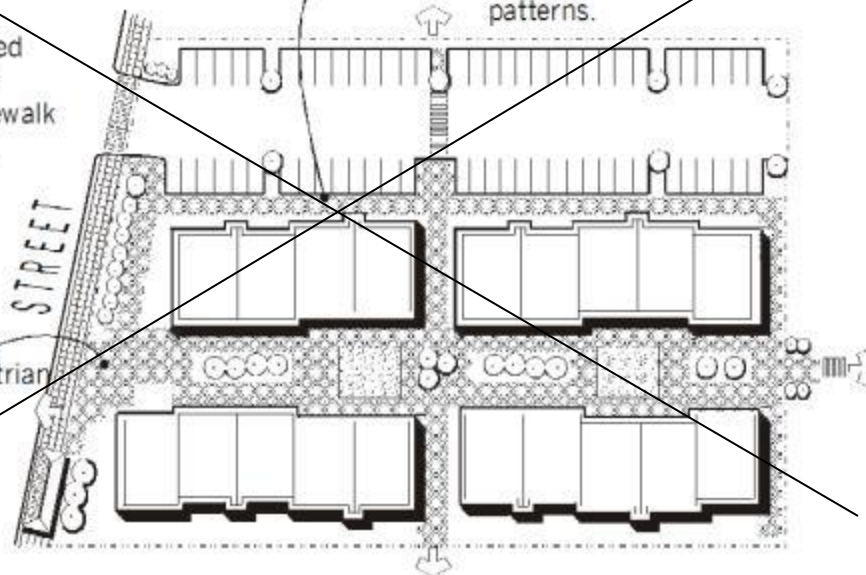


Figure 20.50.140(D): Avoid parking that dominates the site. Encourage parking located behind or on the side of buildings and common open space between buildings.

E.— Break large parking areas into smaller ones to reduce their visual impact and provide easier access for pedestrians. Limit individual parking areas to no more than 30 parking spaces.

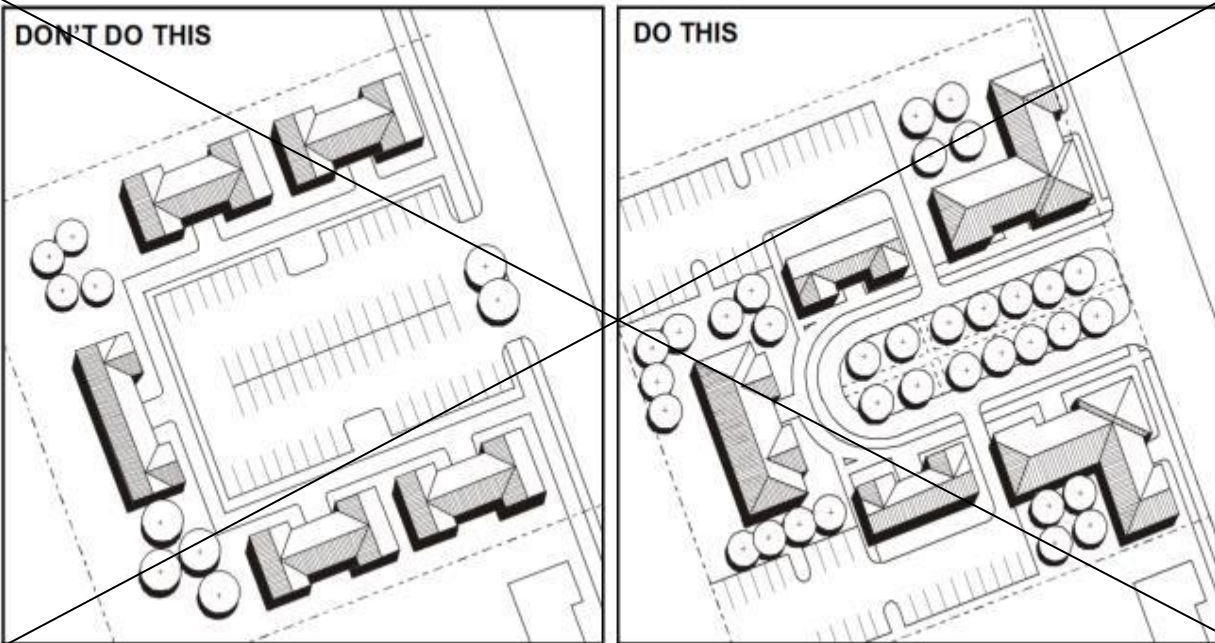
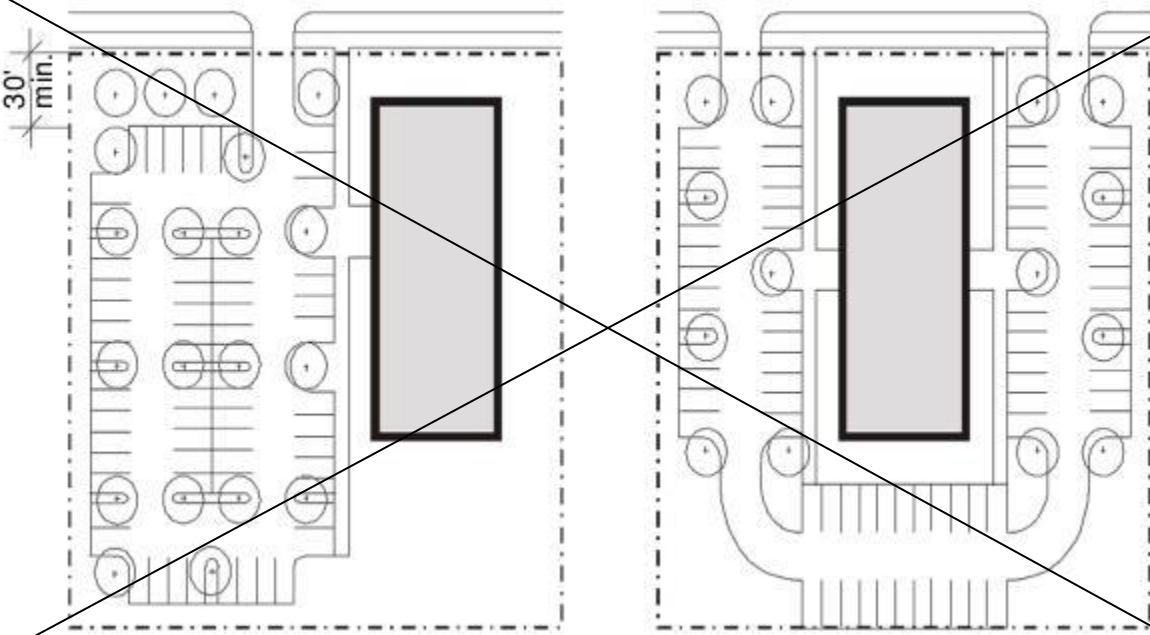


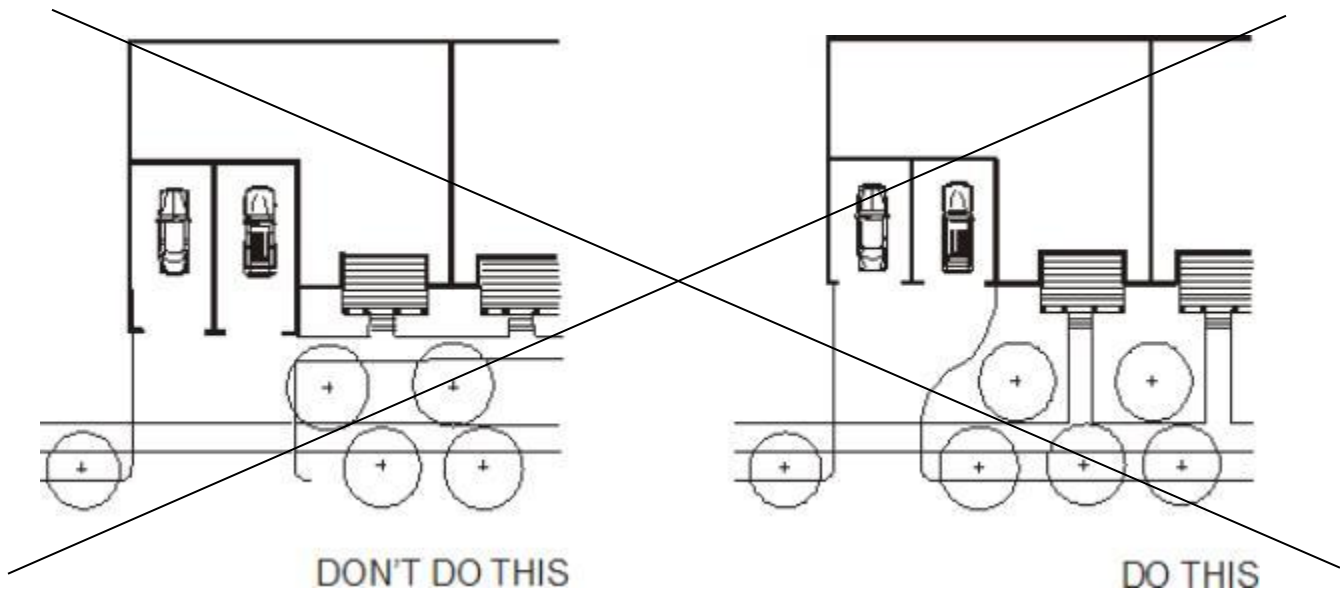
Figure 20.50.140(E): Examples of breaking up parking and siting it behind buildings. Such development creates an attractive open space and avoids the impact of a large central parking lot.

Exception to 20.50.140(E): Surface parking areas larger than 30 parking stalls may be allowed if they are separated from the street by a minimum 30-foot-wide landscaped buffer, and the applicant can demonstrate that a consolidated parking area produces a superior site plan.



~~Figure Exception to 20.50.140(E): A consolidated parking scheme (left) with more than 30 spaces may be permitted if it is buffered from the street and produces improvements from a separated parking scheme (right), such as a better open space layout, fewer curb cuts, etc.~~

~~F. Minimize the impact of individual garage entrances where they face the street by limiting the curb cut width and visually separating the garage entrance from the street with landscaped areas. Emphasize pedestrian entrances in order to minimize the garage entrances.~~



~~Figure 20.50.140(F), (G): Example of limiting the impact of garage entrances by building them flush with the facade, reducing their width, providing landscaping, and pedestrian access.~~

~~G. Garages or carports either detached from or attached to the main structure shall not protrude beyond the front building facade.~~

20.50.150 E. Storage space and staging area for the collection of solid waste garbage, recyclables, and compostables – Standards.

Developments shall provide storage space for the collection of garbage, recyclables, and compostables consistent with the City's current authorized collection company as follows:

1. Developments with nine (9) or fewer units shall comply with one (1) of the following options for providing solid waste storage space and staging area:

a. If the storage space is provided in individual unit garages, the space shall be its own dedicated area and shall not overlap with space needed for required vehicle parking, and staging areas shall comply with one (1) of the following:

i. Solid waste bins shall be placed in the amenity zone if there is adequate area and placement does not conflict with above grade infrastructure or services, including, but not limited to fire hydrants, electrical poles, mailboxes, and street trees; or

ii. Solid waste bins shall be placed within the front setback, provided the area needed to accommodate the bins does not preclude compliance with other codes and standards; or

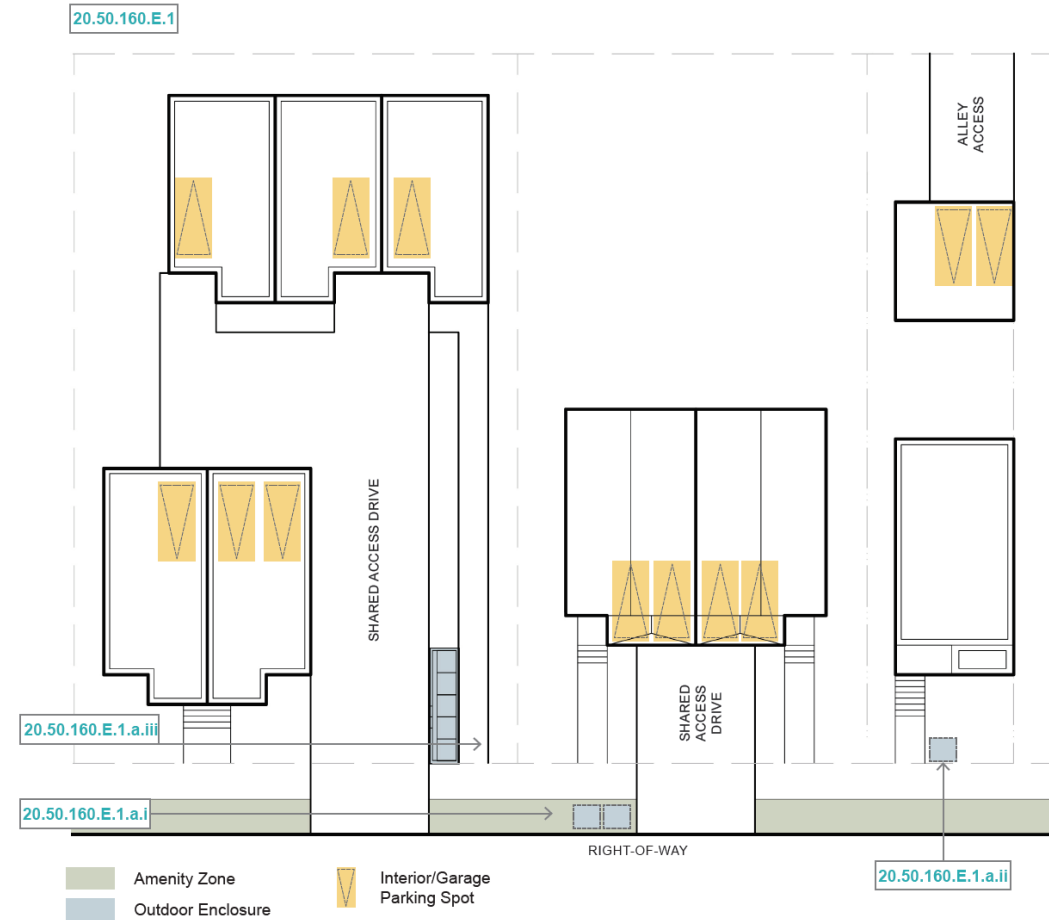
iii. Solid waste bins shall be placed along one side of the access drive, provided placement does not interfere with vehicular access and circulation, and the City's solid waste purveyor provides written confirmation it will service the location of the bins.

b. If the storage space and staging area is provided in a common indoor trash room or room(s) or a common outdoor enclosure or enclosure(s), it shall comply with all the following:

i. Access to and maintenance of the trash room(s) or enclosure(s), and financial responsibility, shall be addressed in a Covenants, Conditions and Restrictions document to be recorded prior to development permit issuance;

ii. The City's solid waste purveyor provides written confirmation it will service the location of the trash room(s); and

iii. If the storage space is provided in an outdoor enclosure or enclosure(s), it shall be completely screened from pedestrian view from the public right(s)-of-way by a solid enclosure such as a fence or wall, or dense landscaping.



Solid Waste Storage and Staging Area Illustration 1

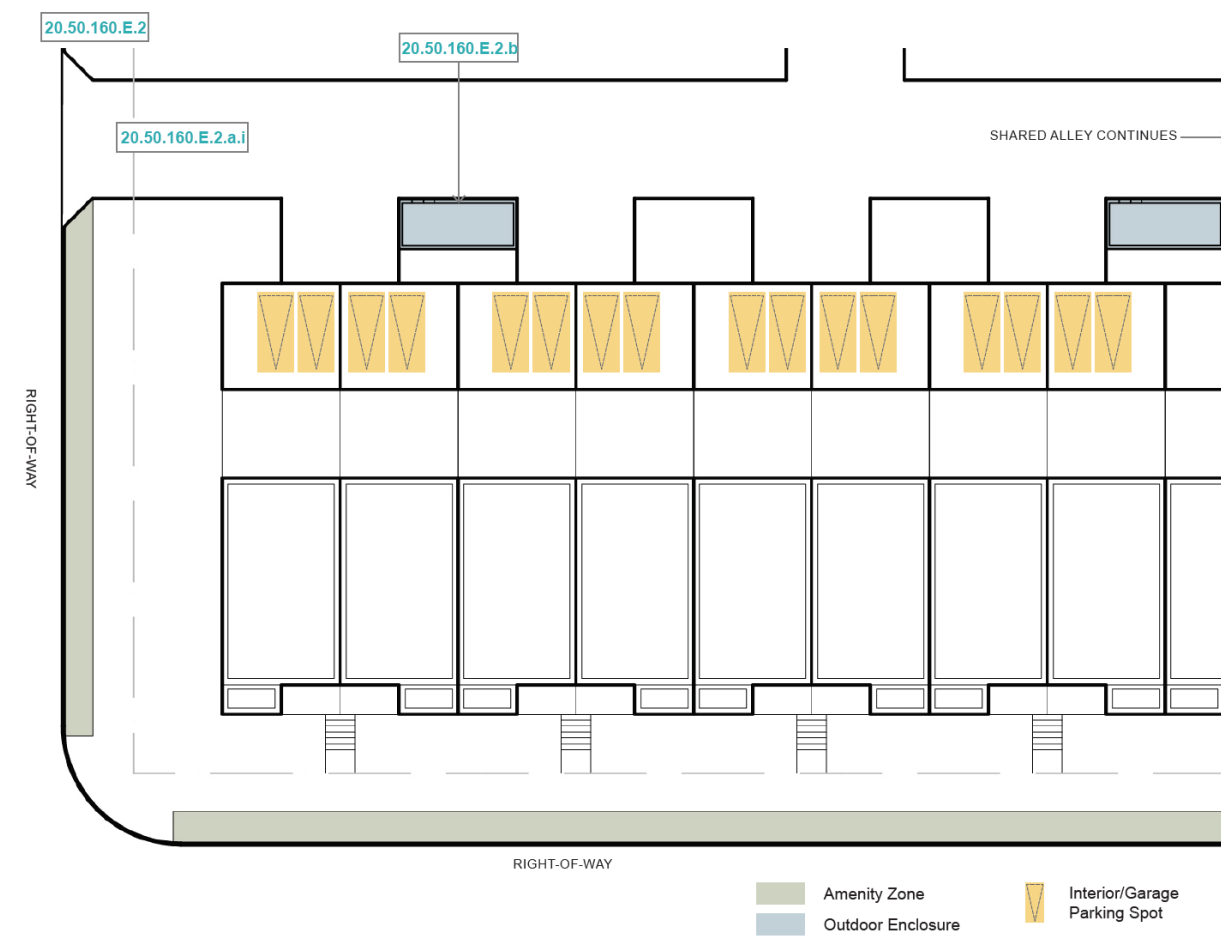
2. Developments with ten (10) or more units shall comply with one (1) of the following options for providing solid waste storage space and a staging area:

- a. If the storage space is provided in the individual unit garages it shall be its own dedicated area and shall not overlap with space needed for required vehicle parking. Staging areas shall abut vehicle access drives, but shall not obstruct vehicle circulation, and shall comply with one (1) of the following:
 - i. The vehicle access shall not dead-end, but provide a through connection to a public right-of-way; or
 - ii. The site shall contain a turnaround that meets the standard detail required by the Public Works Director.
- b. If the storage space and staging area is provided in a common indoor trash room or room(s), or in a common outdoor enclosure or enclosure(s), it shall comply with the following:

i. Access to and maintenance of the trash room(s) or enclosure(s), and billing shall be addressed in a Covenants, Conditions and Restrictions document to be recorded prior to development permit issuance; and

ii. The City's solid waste purveyor provides written confirmation it will service the location of the trash room(s); and

iii. If the storage space is provided in an outdoor enclosure or enclosure(s), it shall be completely screened.



Solid Waste Storage and Staging Area Illustration 2

~~A. Garbage, recyclables, and compostables receptacles shall be completely stored inside or screened outside unit garages without obstructing parking or vehicle movements. Alternatively, receptacles can be placed in common containers that are completely screened and covered from weather and that meet the collection service requirements for access. Receptacle enclosures shall not be located between buildings that front on streets and rights-of-way.~~

BF. Accessory Structures.

1. Shipping containers are ~~not allowed~~ prohibited.

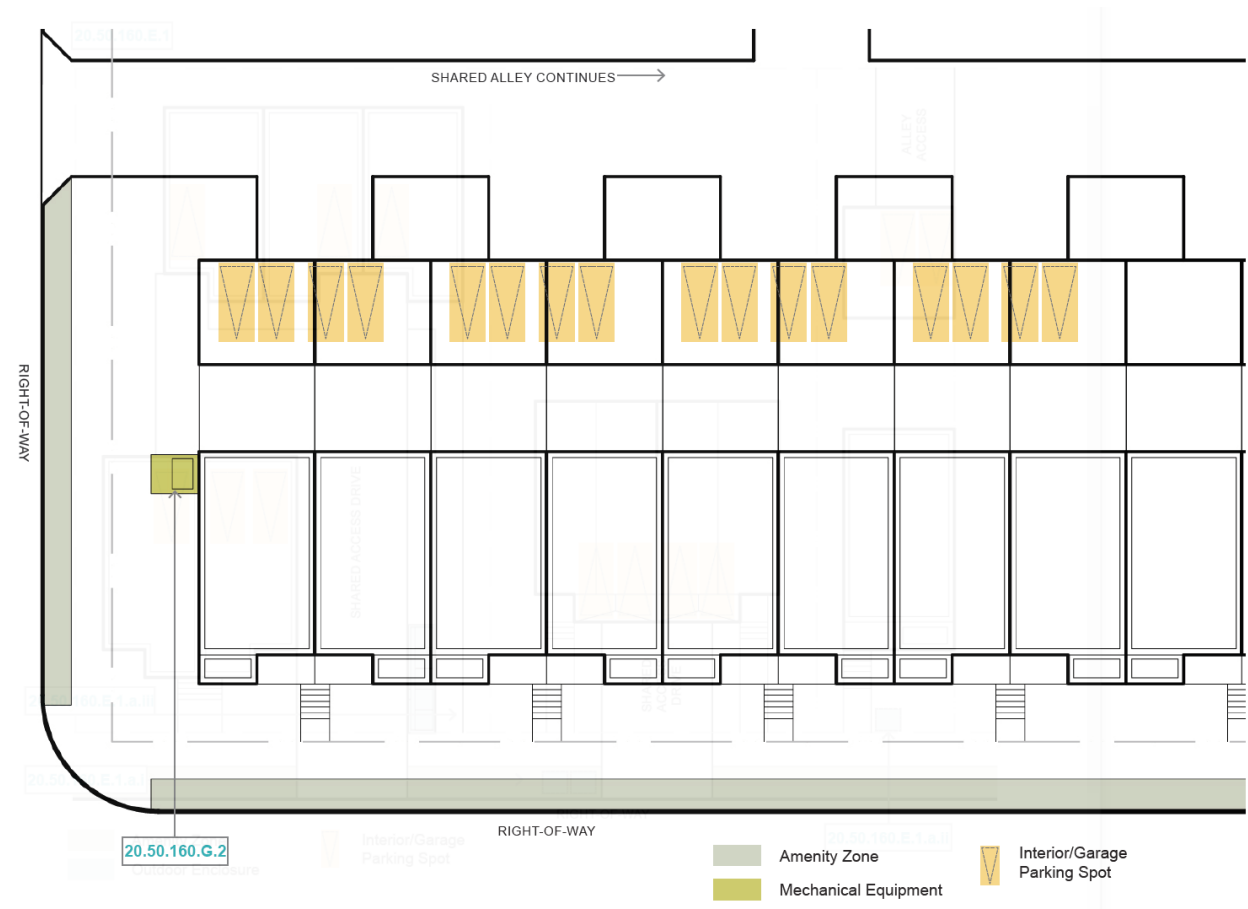
G. Utility and Mechanical Equipment

1. Mechanical and utility equipment shall be located and designed to minimize its visibility by the public. Preferred locations are off alleys; access drives; within, atop, or under buildings; underground; or other locations away from the public right-of-way. Equipment shall not intrude into required pedestrian areas.

2. Ground-mounted mechanical equipment shall be fully enclosed within an opaque fence or wall, or it shall be screened with dense landscaping from pedestrian view from the public right-of-way. Chain-link fencing with slats is prohibited.

3. All exterior building-mounted mechanical equipment, with the exception of solar collectors or wind power generating equipment, shall be screened from pedestrian view by integration with the building's architecture through such elements as parapet walls, false roofs, roof wells, clerestories, equipment rooms, materials and colors.





Utility and Mechanical Equipment Illustrations

20.50.160 H. Open Outdoor space – Standards.

1. Parcels with nine (9) or fewer units shall comply with one (1) of the following requirements:

a. Each unit shall have 150 square feet of private outdoor space that complies with all of the following standards:

i. No single outdoor space to be counted as part of this requirement shall be less than 50 square feet with no dimension less than six lineal (6) feet;

ii. Private outdoor space includes balconies, patios, decks, porches, gardens, or any other outdoor space that meets the purpose of this section, as approved by the Director; and

iii. The private outdoor space shall be directly accessible from the associated unit.

b. Each development shall provide a minimum of 800 square feet of common outdoor space, whichever is greater, that complies with all of the following standards:

i. No dimension shall be less than ten (10) lineal feet.

ii. Common outdoor space includes rooftop decks, gardens, courtyards, or any other outdoor space that meets the purpose of this section, as approved by the Director.

iii. Required landscaping can be utilized to satisfy the outdoor space requirements if all of the following are provided:

A. A minimum of one (1) amenity per 200 square feet is provided along the walkway through the garden/landscaped area, including landscape structures, permanently affixed tables and chairs, benches, and/or fountains;

B. The landscaped area is connected by a walkway to the rest of the onsite pedestrian walkways; and

C. Wayfinding signage is provided leading to the common outdoor space, and identification signage is provided at the entrance(s) to the common outdoor space indicating its use (e.g., "This area is common outdoor space to be used by community residents and guests.")

The common outdoor space shall be accessible to all residents of the development.

2. Parcels with ten (10) or more units shall comply with all of the following requirements:

a. Each unit shall have 150 square feet of private outdoor space that complies with all of the following standards:

i. No single outdoor space to be counted as part of this requirement shall be less than 50 square feet with no dimension less than six lineal (6) feet;

ii. Private outdoor space includes balconies, patios, decks, porches, gardens, or any other outdoor space that meets the purpose of this section, as approved by the Director; and

iii. The private outdoor space shall be directly accessible from the associated unit.

b. Each development shall provide a minimum of 800 square feet or 50 square feet per unit of common outdoor space, whichever is greater, that complies with all of the following standards:

i. No dimension shall be less than ten (10) lineal feet.

ii. Common outdoor space includes rooftop decks, gardens, courtyards, or any other outdoor space that meets the purpose of this section, as approved by the Director.

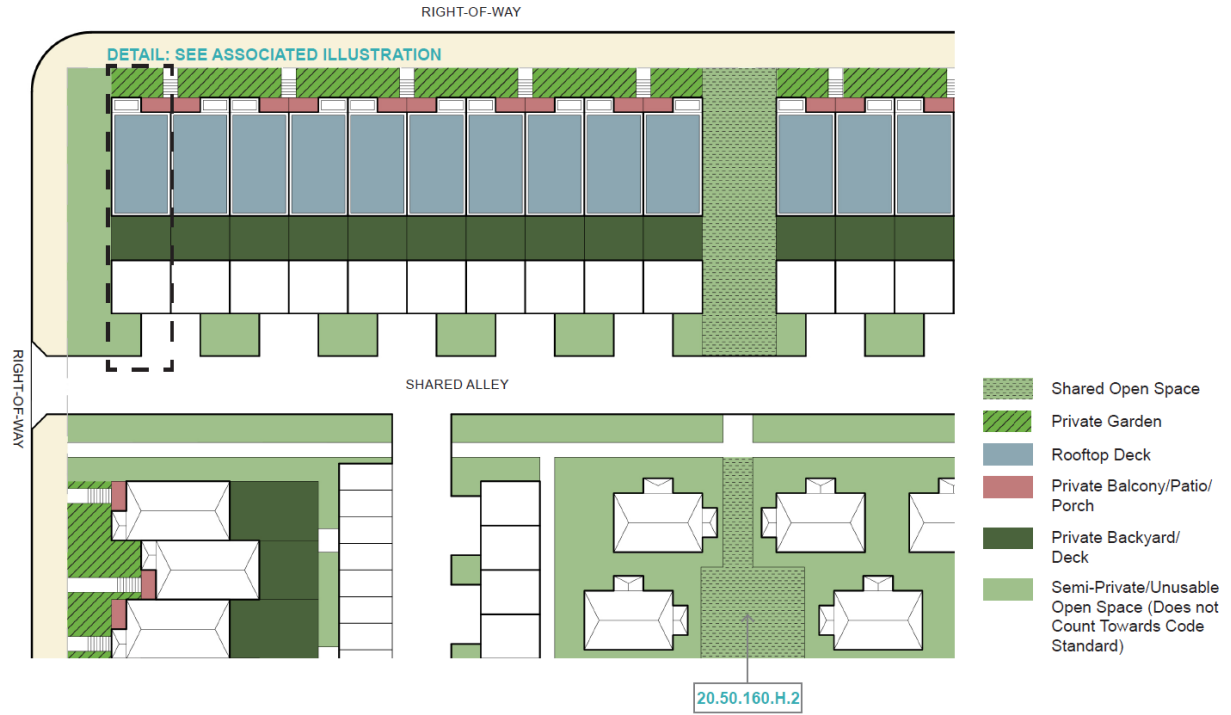
iii. Required landscaping can be utilized to satisfy the outdoor space requirements if all of the following are provided:

A. A minimum of one (1) amenity per 200 square feet is provided along the walkway through the garden/landscaped area, including landscape structures, permanently affixed tables and chairs, benches, and/or fountains;

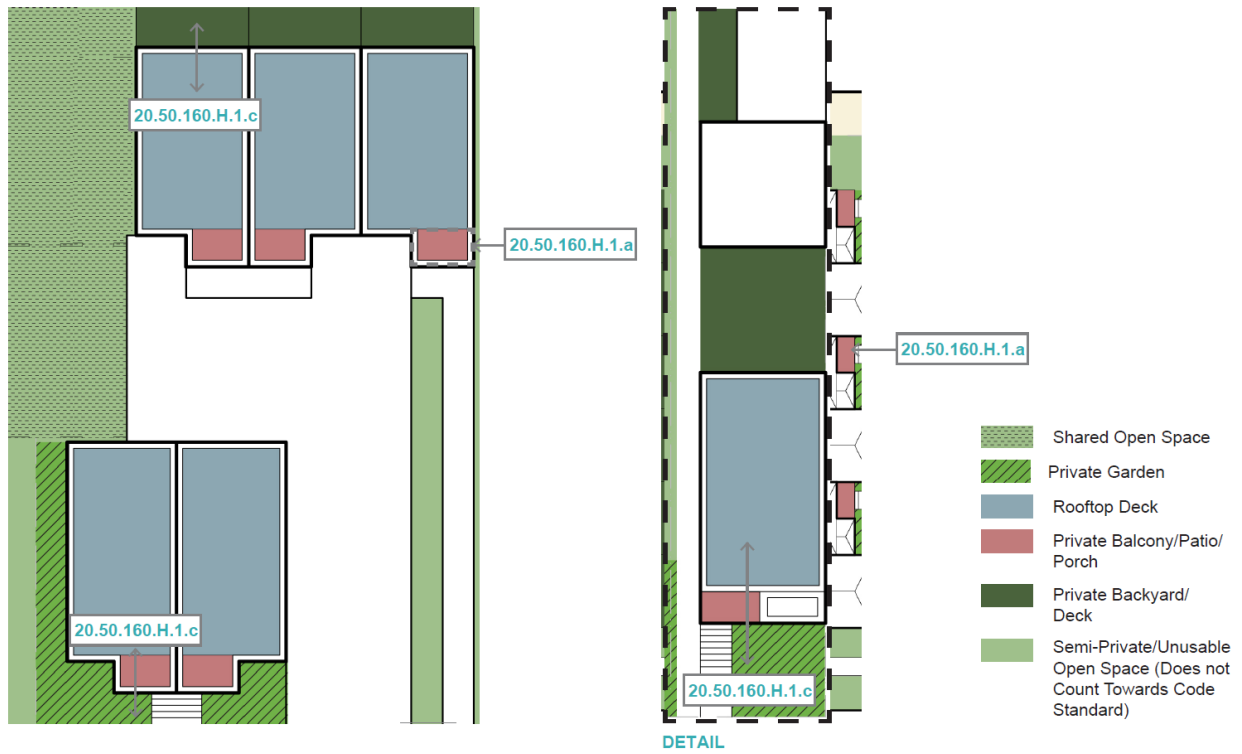
B. The landscaped area is connected by a walkway to the rest of the onsite pedestrian walkways; and

C. Wayfinding signage is provided leading to the common outdoor space, and identification signage is provided at the entrance(s) to the common outdoor space indicating its use (e.g., "This area is common outdoor space to be used by community residents and guests.")

The common outdoor space shall be accessible to all residents of the development.



Open Space Illustration 1



Open Space Illustration 2



20.50.160.H.2

Common Garden



20.50.160.H.2

Private Patio



20.50.160.H.2

Common Rooftop
Open Space

20.50.160.H.2

Private garden



20.50.160.H.2

Common Pedestrian
Walkway

20.50.160.H.2

Private Balcony

Open Space Images

I. Façade Landscaping.

As required by SMC 20.50.485, façade landscaping shall be provided on any building façade facing a public right-of-way.

~~A. Multifamily developments shall provide on-site common recreational open space areas as follows:~~

~~— Minimum 170 square feet per three or more bedrooms unit;~~

~~— Minimum 130 square feet per two bedrooms unit; and~~

~~— Minimum 100 square feet per studio or one bedroom unit.~~

~~— On-site recreational open space areas shall be centrally located, and visibly accessible from dwelling units and sited away from arterial streets and parking areas, with a grade and surface suitable for their intended use, and have a smallest dimension (width) of minimum 20 feet (except for trail segments).~~

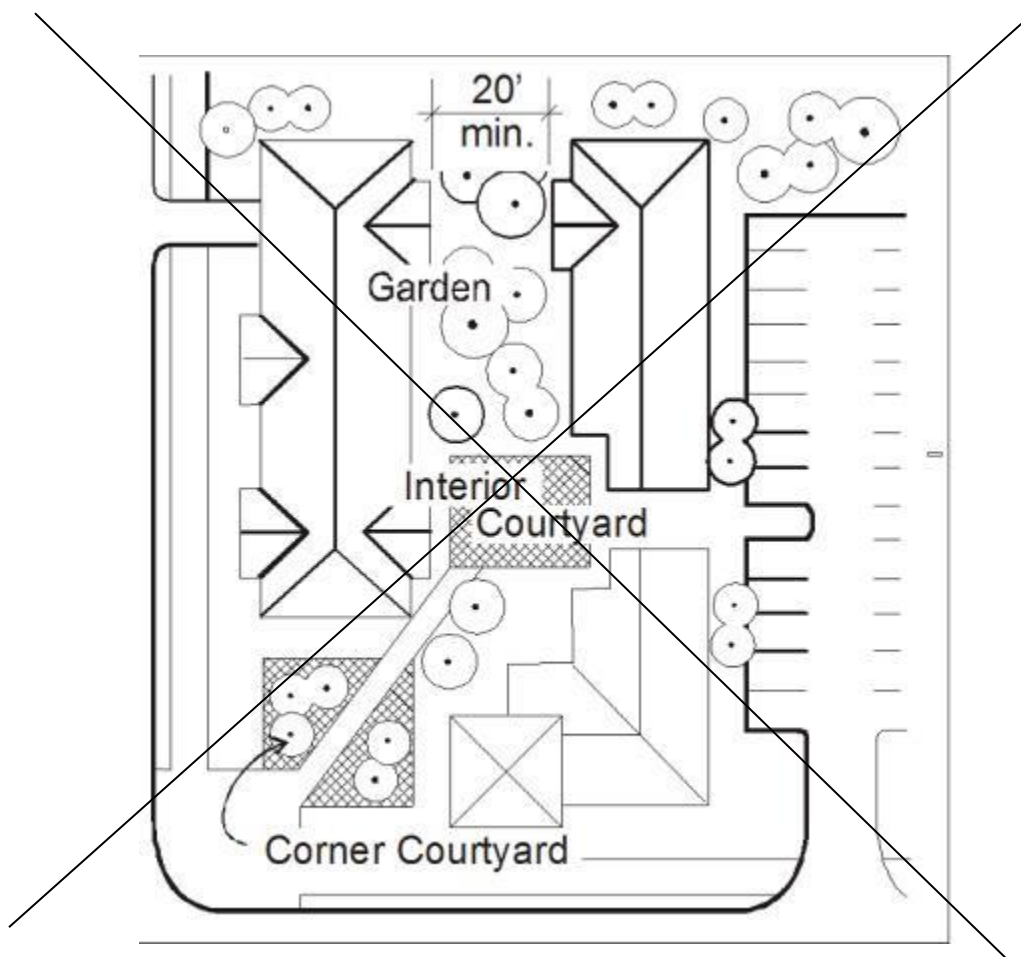


Figure 20.50.160(A): Usable outdoor open space can be created by careful siting buildings and appropriate landscape design.

Exception 20.50.160(A)(1): Indoor recreation areas may be credited towards the total recreation space requirement, when the City determines that such areas are located, designed and improved in a manner which provides suitable recreational opportunities. Senior and special needs housing may include social areas, game and craft rooms, and other multipurpose entertainment and educational areas as part of their required recreational space.

Exception 20.50.160(A)(2): Private yards, patios, balconies or roof decks may be credited towards the total recreation space requirement, when the City determines that such areas are located, designed and improved in a manner which provides suitable recreational opportunities. Private yards or patios shall have a minimum area of 100 square feet and a minimum dimension of 10 feet. Balconies and roof decks shall have a minimum area of 50 square feet and a minimum dimension of six feet.

Exception 20.50.160(A)(3): Stormwater runoff tracts may be credited for up to 50 percent of the on-site recreation space requirement, subject to the following criteria:

1. The stormwater runoff tract is dedicated or reserved as a part of a recreation space tract;

2. ~~The detention pond shall be constructed to meet the following conditions:~~

- a. ~~The side slope of the stormwater facilities shall not exceed grade 1:3 (one vertical to three horizontal) unless slopes are existing, natural and covered with vegetation;~~
- b. ~~Any bypass system or an emergency overflow pathway shall be designed to handle flow exceeding the facility design and located so that it does not pass through active recreation areas or present a safety hazard;~~
- c. ~~The stormwater facilities shall be landscaped in a manner to enhance passive recreation opportunities such as trails and aesthetic viewing; and~~
- d. ~~The stormwater facilities shall be designed so they do not require fencing pursuant to the Stormwater Manual.~~

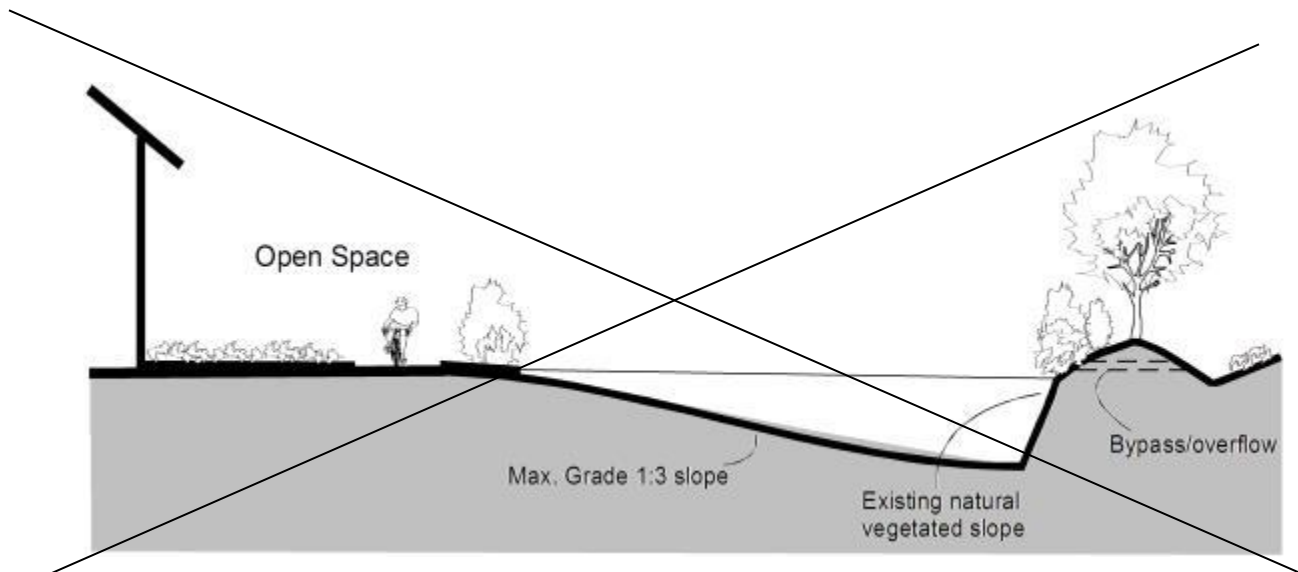


Figure ~~Exception to 20.50.160(A)(2) and (3): Example of stormwater facility design which does not require fencing.~~

B. ~~All multifamily developments, excluding age restricted senior citizen housing, shall provide tot/children play areas within the recreation space on-site, except when facilities are available within one-quarter mile that are developed as public parks or playgrounds and are accessible without crossing of arterial streets.~~

~~If any play apparatus is provided in the play area, the apparatus shall meet consumer product safety standards for equipment, soft surfacing and spacing, and shall be located in an area that is:~~

- 1. ~~At least 400 square feet in size with no dimension less than 20 feet; and~~
- 2. ~~Adjacent to main pedestrian paths or near building entrances.~~

G. ~~Recreation areas shall be connected by trail or walkway to any existing or planned public park, open space or trails on adjoining properties.~~

20.50.170 Pedestrian circulation and safety – Standards.

A. ~~Provide direct pedestrian access from building entries to public sidewalks, other buildings, on-site open space, and parking spaces. Connect buildings in multifamily complexes such as courtyard bungalows with sidewalks or paved paths. Illuminate these areas with at least two foot-candles of light.~~

B. ~~Avoid site configurations with entrapment areas such as dead-end exterior spaces or pathways where a pedestrian could be trapped by an aggressor.~~

C. ~~Ensure that the site and buildings provides site lines that allow observation of outdoor spaces by building occupants. Site buildings so that windows, balconies and entries overlook pedestrian routes and parking areas and allow for informal surveillance of these areas, where possible.~~

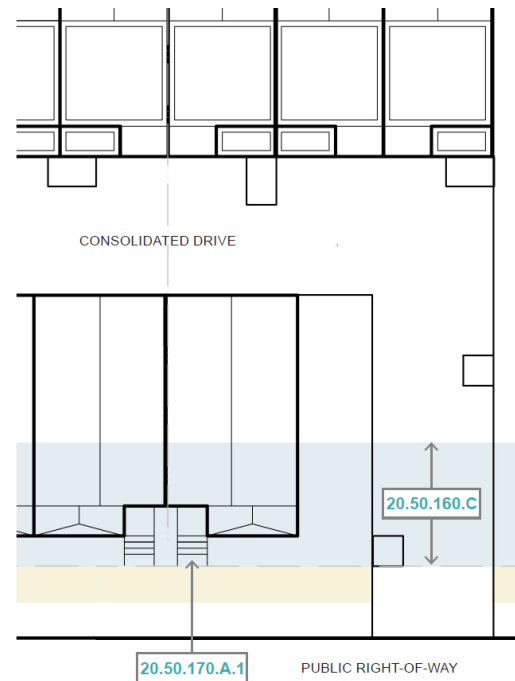
D. ~~Ensure that building entries are visible from the street or, if this is not possible, from other buildings and primary pedestrian routes. Illuminate building entries with at least four foot-candles of light.~~

E. ~~Avoid tall opaque fences, hedges or other visual obstructions that allow an aggressor to hide. Choose plant materials in open areas that allow pruning so that site lines are maintained between three feet, six inches and six feet in height. Dense screening may be allowed where there is no danger of creating a place to hide.~~

20.50.1870 Building design – Building orientation and scale – Standards.

A. **Building Orientation** ~~To the maximum extent feasible, primary facades and building entries shall face the street.~~

1. Each unit with right-of-way frontage shall have its primary entry oriented toward the right-of-way.



Primary Entry Illustration

2. Buildings with frontage on multiple public rights-of-way are only required to have the primary entry oriented towards one public right-of-way. Which right-of-way the entry shall be oriented towards shall be determined by the Director. The Director shall take into consideration site-specific and project-specific factors such as right-of-way classification, lot orientation and site configuration in making this determination.

B. Building Modulation, Massing and Articulation ~~The main building entrance, which is not facing a street, shall have a direct pedestrian connection to the street without requiring pedestrians to walk through parking lots or cross driveways.~~

1. Each unit shall have a covered entry or porch with weather protection at least 20 square feet with a minimum width of four (4) feet and minimum depth of three (3) feet.

2. Each building shall incorporate variation by using at least three (3) of the following elements on the front façade:

a. Variations in the setback of the façade of the building by at least four (4) feet between adjoining units;

b. Diminishing upper floors (gross floor area of third story is smaller than the gross floor area of the lower stories). To meet this requirement, the building wall shall be stepped back a minimum of two (2) feet with a minimum width of eight (8) feet. Balconies that are covered but not fully enclosed and meet the minimum dimensions specified shall be considered a diminished upper floor;

c. Changes in roofline at intervals not greater than 40 feet in continuous length, such as variations in roof pitch, overhangs, projections, or extended eaves;

d. Balconies (excluding Juliet balconies) on the façade of the building that have a minimum depth of six (6) feet between the building wall and the balcony railing; at least 50 percent of the units shall have a balcony;

e. Garage door entrance(s) for vehicles located at the side or rear of buildings;

f. Dormers (at least three (3) feet wide); at least 50 percent of the units shall have dormers;

g. Living green wall minimum of 100 square feet;

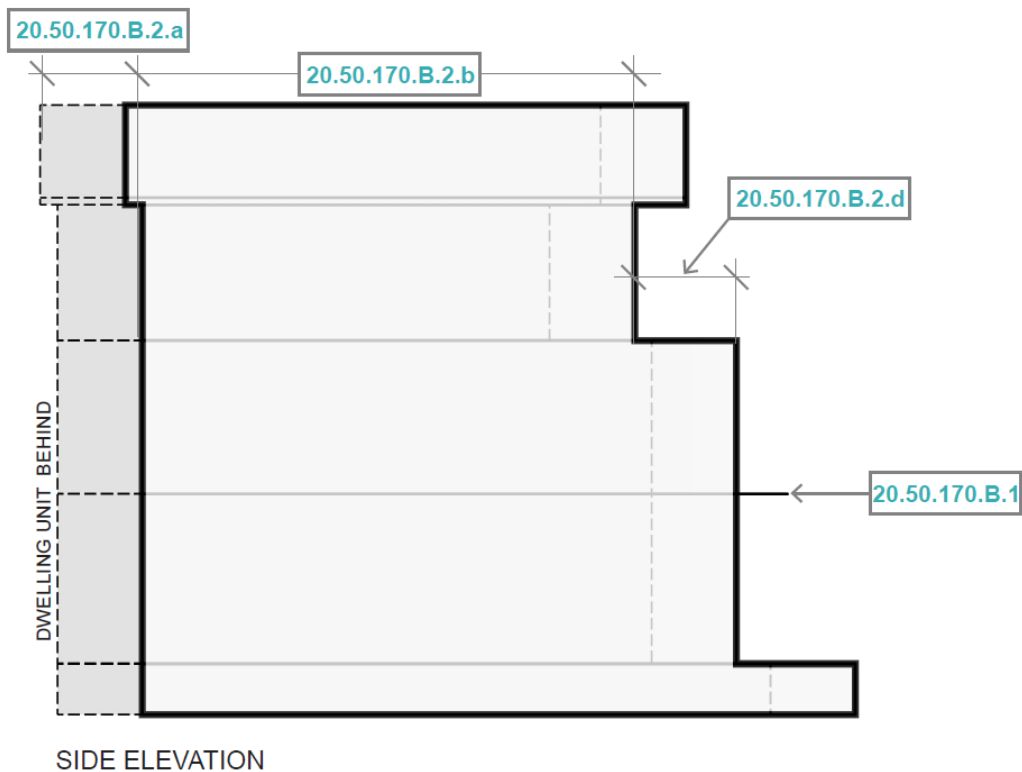
h. A façade with at least 40 percent fenestration and/or landscaping, 50 percent of which shall be fenestration;

i. Trim that is a minimum of 0.75 inches deep and 3.5 inches wide to mark roof lines, windows, and doors on all public right-of-way facing facades;

j. Other variation techniques that meet the purpose of the section as approved by the Director.



Building Modulation, Massing and Articulation Illustration 1



Building Modulation, Massing and Articulation Illustration 2

3. Building Facades. Building facades shall comply with all of the following:

- a. Public right-of-way facing facades shall consist of at least 30 percent fenestration and/or landscaping.

b. All other facades shall consist of at least 15 percent fenestration and/or landscaping.

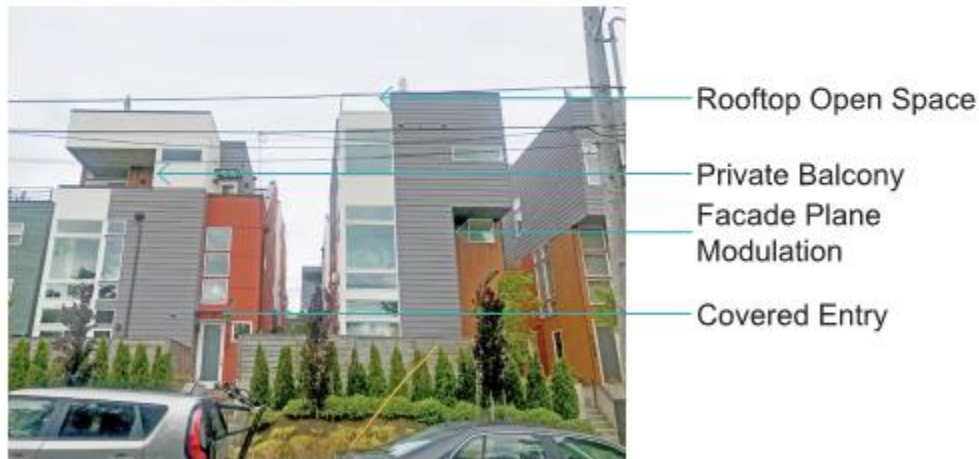
c. The façade area is measured vertically, top to bottom, and horizontally edge-to-edge as illustrated in Illustration 3.

d. For purposes of calculation, the square footage of landscaping shall be measured at the size it will be at installation, not maturity.

e. Blank walls (building façade sections without fenestration or covered by landscaping) greater than 20 feet in length are prohibited.



Building Modulation, Massing and Articulation Illustration 3: Illustration of No Blank Façade. The façade facing the right-of-way measures 650 square feet. The façade depicted has 235 square feet of fenestration and landscaping, which is 36 percent of the façade, meeting the requirement.



Building Modulation, Massing and Articulation Images

4. Public right-of-way-facing garages shall comply with the following standards:

a. The maximum combined garage door width facing the public right-of-way shall be 50 percent or less of the total building width. If the solid waste storage space is provided within each individual unit garage, then the width in the garage needed to accommodate this storage shall be excluded from the maximum 50 percent calculation;

b. The garage(s) shall be recessed a minimum of one foot behind the front façade; and

c. The access from the public right-of-way shall comply with the requirements of the Engineering Development Manual.



Public Right-of-Way Facing Garage Illustration

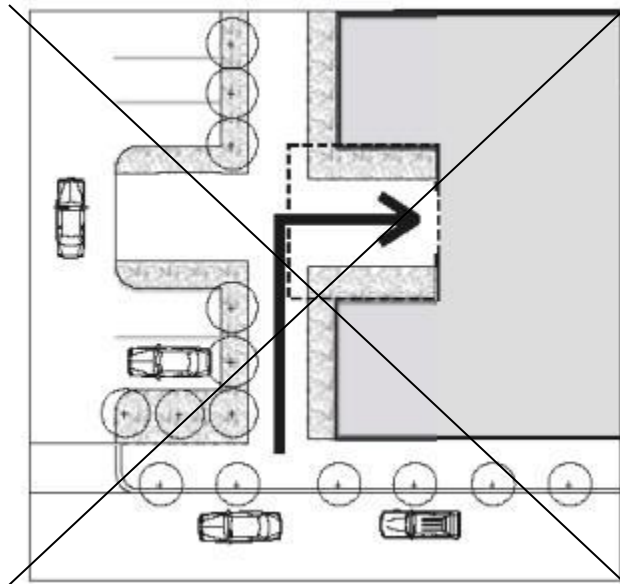


Figure 20.50.180(B): Example of connection of building entrance which is not located on a street but has a clear pedestrian walkway to it.

C. Building Materials

Materials and colors shall comply with the following:

1. If multiple materials are used in a building façade, the visually heavier materials shall be located below the lighter materials, e.g. brick or stone shall be located below siding materials, unless they are used as architectural features.
2. Architectural elements, such as trim, shall be of a color that provides contrast to the surrounding, dominant material color(s).
3. Insubstantial materials, such as fiberglass, and materials such as mirrored glass, and plywood or T-111 siding are prohibited. Uncoated zinc and copper are prohibited.



Building Materials Images

~~C. Break large buildings into smaller components to reflect the character and scale of surrounding neighborhood through repetition of roof lines, patterns of door and window placement, and use of the characteristic entry features.~~



Figure 20.50.180(C): Stepping repeating elements such as entry porches help large buildings fit better with adjacent single-family neighborhoods.

D.— Break up a contiguous building facade facing the street or single-family zone (longer than 50 feet) by providing building elements, such as embellished entrances, courtyards, bays, balconies and other architectural elements dividing the facade visually. The maximum wall length without modulation shall be 30 feet.

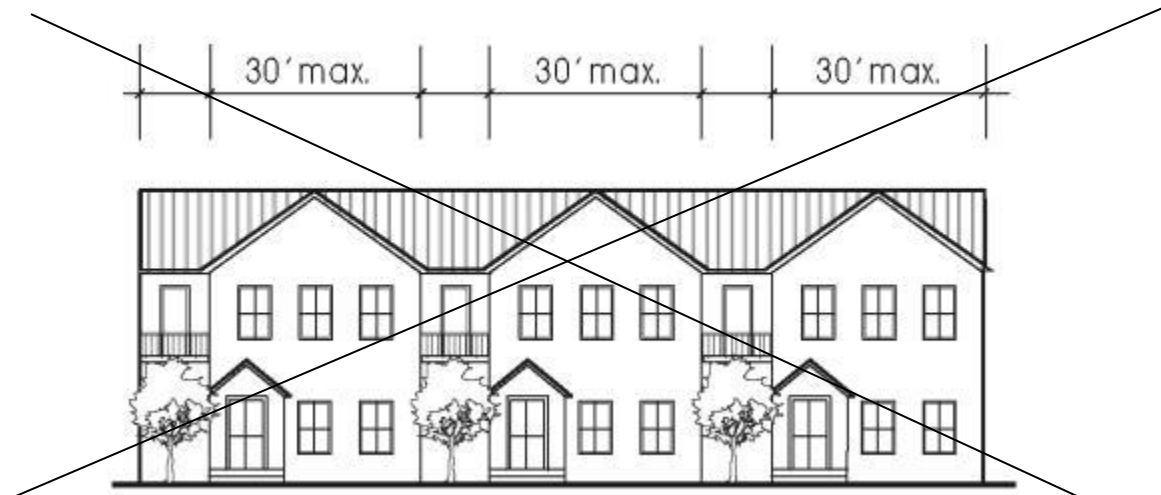


Figure 20.50.180(D): Example of articulation of facades that can help break down the scale of large buildings.

E.— Break up the scale of large buildings by providing roofline variation on rooflines exceeding 60 feet. Roofline variation shall be achieved using one or more of the following methods:

- 1.— Vertical offset in ridge line;
- 2.— Horizontal offset in ridge line;

3. ~~Variations in roof pitch;~~

4. ~~Gables;~~

5. ~~Dormers.~~

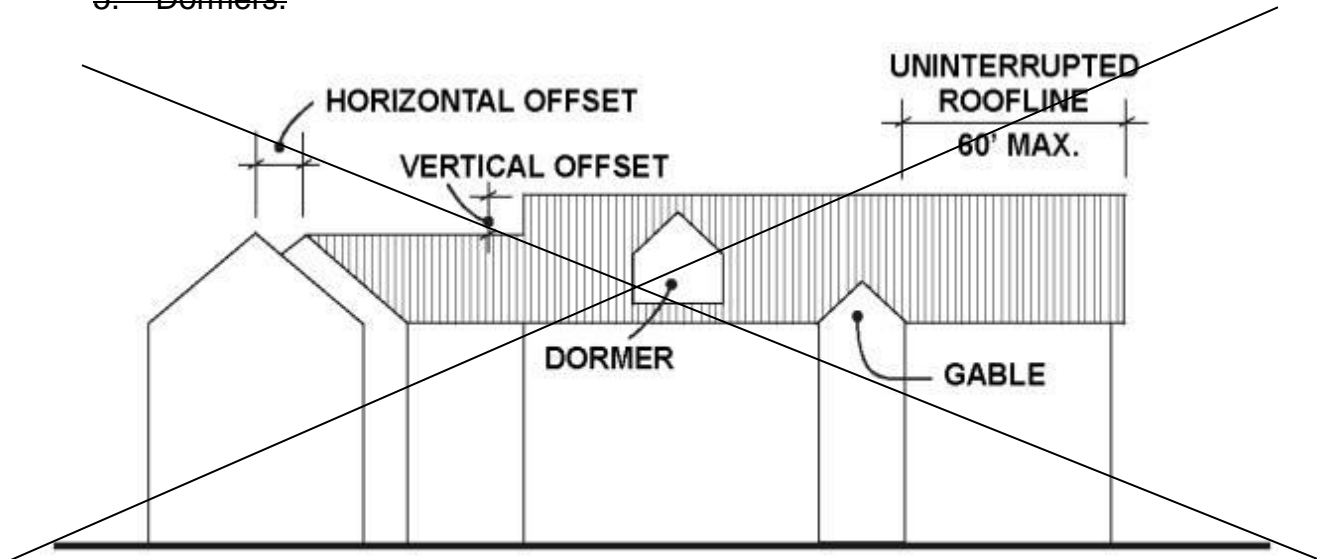


Figure 20.50.180(E): Examples of roofline variation techniques.

20.50.190 Exterior materials – Standards.

A. ~~Building exteriors shall be constructed from quality and durable materials. Insubstantial materials, such as fiberglass, and materials such as mirrored glass, corrugated siding, exposed concrete block, and plywood or T-111 siding are not permitted.~~

B. ~~The “blank” wall shall be articulated in one or more of the following ways:~~

- ~~1. Installing a vertical trellis in front of the wall with climbing vines or planting materials.~~
- ~~2. Providing a landscaped planting bed at and five feet wide in front of the wall with plant materials that can obscure at least 50 percent of the wall’s surface within three years.~~
- ~~3. Providing texture or artwork (mosaic, mural, sculpture, relief, etc.) over the blank wall surface.~~
- ~~4. Other equivalent method that provides for enhancement of the wall.~~

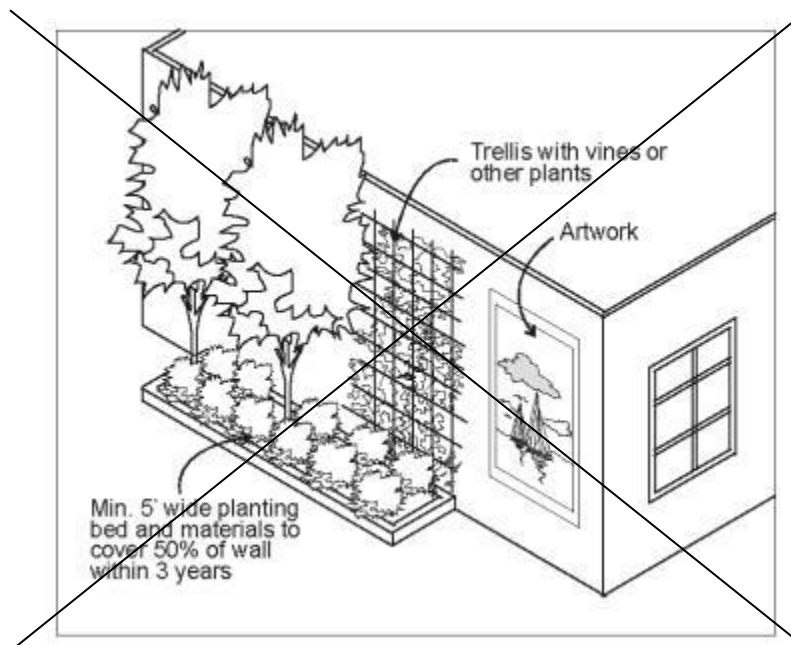


Figure 20.50.190(B): Examples of “blank” wall treatment.

20.50.200 Facade elements – Standards.

A. All new multifamily residential building facades shall feature at least three of the following design features:

1. Multiple rooflines or gables (beyond what is required in SMC 20.50.180(C)).
2. Windows and door treatment which embellishes the facade.
3. Porches.
4. Unique facade treatment, such as decorative materials, trellis, arcade and other design elements.
5. Dormers or fascia boards (at least 10 inches wide).
6. Bay windows.

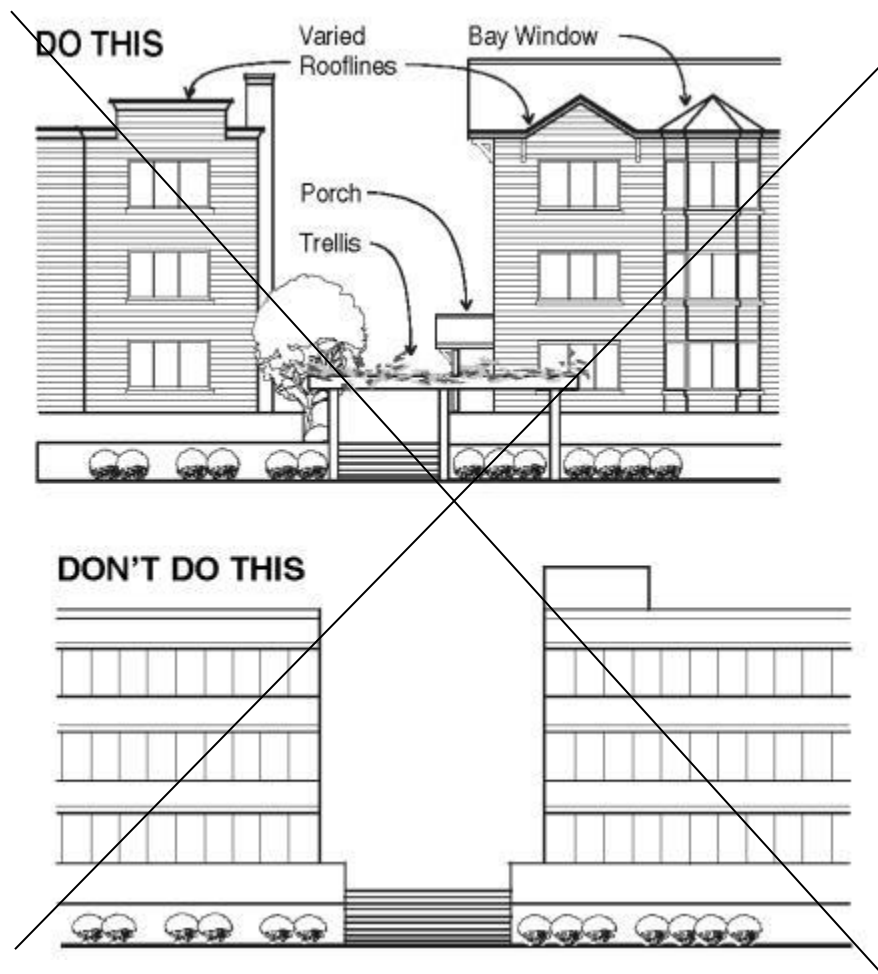


Figure 20.50.200(A): These two projects point out the importance of architectural elements. They are essentially the same building envelope except that the upper example employs varied roof lines, window details, facade articulation, a trellis, chimneys, entry details and other features that reduce the “visual bulk” impact of the facade.

20.50.205180 Outdoor Lighting – Standards.

A. **Light Trespass Standard.** All light sources, such as a lamp or bulb, shall be shielded within a fixture, and fixtures shall be located, aimed or shielded to prevent direct so as to minimize stray light trespassing across property lines. The light source (lamp or bulb) in a fixture installed on a property and visible from any residential property must be shielded such that the light source is not directly visible from that property.

B. Onsite pedestrian pathways shall be illuminated with at least two foot-candles of light.

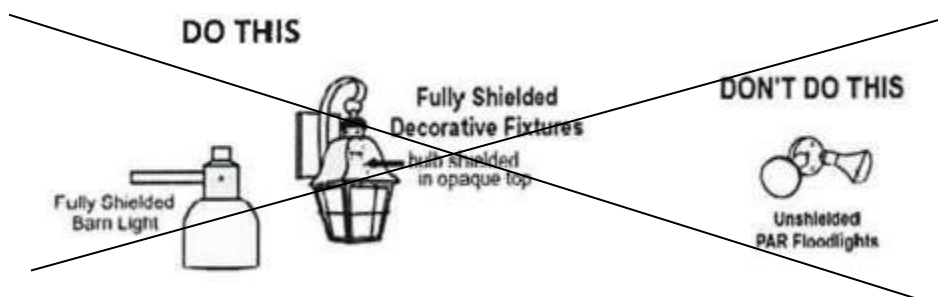
C. Building entries shall be illuminated with at least four foot-candles of light.

BD. Prohibited Lighting. The following types of lighting are prohibited:

1. Outdoor floodlighting by floodlight projection above the horizontal plane;
2. Search lights, laser source lights, or any similar high intensity light; and
3. Any flashing, blinking, rotating or strobe light illumination device located on the exterior of a building or on the inside of a window which is visible beyond the boundaries of the lot ~~or parcel~~.

Exemptions:

- ~~1. Lighting required for emergency response by police, fire, or medical personnel (vehicle lights and accident/crime scene lighting).~~
21. Lighting in swimming pools and other water features governed by Article 680 of the National Electrical Code Section 321 (Lighting) of the International Swimming Pool and Spa Code, or Chapter 246-260 WAC, as applicable.
32. Signs and sign lighting regulated by Chapter 20.50 SMC, Subchapter 8.
43. Holiday and event lighting (except for outdoor searchlights and strobes).
- ~~5. Sports and field lighting.~~
64. Lighting triggered by an automatic emergency or security alarm system.



Examples of Fixtures

20.50.240190 Fences and walls – Standards.

A. Front yard. Fences and walls located within the required minimum front yard setback shall be a maximum of three feet, six inches high and shall be no more than 60 percent opaque. ~~between the minimum front yard setback line and the front property line for the street frontage that contains the main entrance to the building. Chain link fences are not permitted in the minimum front yard setback for the street frontage that contains the main entrance to the building.~~

B. Side and Rear yards. The maximum height of fences located along a side and/or rear yard property line shall be six feet.

C. Fences and walls shall be constructed of wood, wrought iron, brick, stone, or other high quality material. All chain link, electric, razor wire, and barbed wire fences, and other similar types of security fences are prohibited.

D. The height of a fence located on a retaining wall shall be measured from the finished grade at the top of the wall to the top of the fence. The overall height of the fence located on the wall shall be a maximum of six feet.

- **SMC 20.50, Subchapter 4 Commercial Zone Design**

Subchapter 4. Commercial and Multifamily Zone Design

20.50.220 Purpose.

The purpose of this subchapter is to establish design standards for all commercial zones – neighborhood business (NB), community business (CB), mixed business (MB) and town center (TC-1, 2 and 3), the MUR-35' and the MUR-45' zones for all uses except single-family attached and mixed single-family developments, and the MUR-70' zones and the MUR-35' zone when located on an arterial street, and the R-8, R-12, R-18, R-24, R-48, PA 3 and TC-4 zones for all uses except single-family detached, attached and mixed single-family developments. Refer to SMC 20.50.120 when developing single-family attached and detached dwellings in the MUR-35' and MUR-45' zones. Some standards within this subchapter apply only to specific types of development and zones as noted. Standards that are not addressed in this subchapter will be supplemented by the standards in the remainder of Chapter 20.50 SMC. In the event of a conflict, the standards of this subchapter ~~will~~ shall prevail.

20.50.225 Administrative design review.

Administrative design review approval under SMC 20.30.297 is required for all development applications that propose departures from the design standards in this subchapter or sign standards in Chapter 20.50 SMC, Subchapter 8.

20.50.230 Threshold – Required site improvements.

The purpose of this section is to determine how and when the provisions for site improvements cited in the General Development Standards apply to development proposals. Full site improvement standards apply to a development application in commercial zones NB, CB, MB, TC-1, 2 and 3, and the MUR-70' zone the MUR-45', and MUR-70' zones and the MUR-35' zone when located on an arterial street. This subsection also applies in the following zoning districts except for the single-family attached use: MUR-35', MUR-45', PA 3, and R-8 through R-48. Refer to SMC 20.50.120 when developing single-family attached and detached dwellings in the MUR-35' and MUR-45' zones. Full site improvements standards of for signs, parking, lighting, and landscaping shall be required:

A. When building construction valuation for a permit exceeds 50 percent of the current County assessed or an appraised valuation of all existing land and structure(s) on the parcel. This shall include all structures on other parcels if the building under permit review extends into other parcels; or

B. When aggregate building construction valuations for issued permits, within any cumulative five-year period ~~after March 30, 2013~~, exceed 50 percent of the County assessed or an appraised value of the existing land and structure(s) at the time of the first issued permit.

C. When a single-family land use is being converted to a commercial land use then full site improvements ~~will~~ shall be required.

20.50.235 Site planning – Setbacks – Standards.

For developments consisting of three or more units located on a single parcel in the TC-4, the R-8 through R-48 zones, and the MUR-35', MUR-45' and MUR-70' zones, the setback shall be 15 feet along any property line abutting R-4 or R-6 zones.

- **Chapter 20.50, Subchapter 7 Landscaping**

20.50.485 Front façade landscaping, single-family attached and mixed single-family attached developments – Standards.

A. The portion of the building adjacent to public rights-of-way shall have landscaping along the building façade. Foundation landscaping shall abut the building (while allowing the necessary space for growth) and shall be used or installed in such a manner so as to screen mechanical equipment attached to or adjacent to the building, provide direction to and enhance entrances and pedestrian pathways, and provide visual breaks along building facades.

B.

1. Landscaping shall be provided at a depth of at least 50 percent of the required front yard setback. The depth of required landscaping for properties with frontage on 145th Street or 185th Street shall be calculated by subtracting the amount of right-of-way dedication easement.

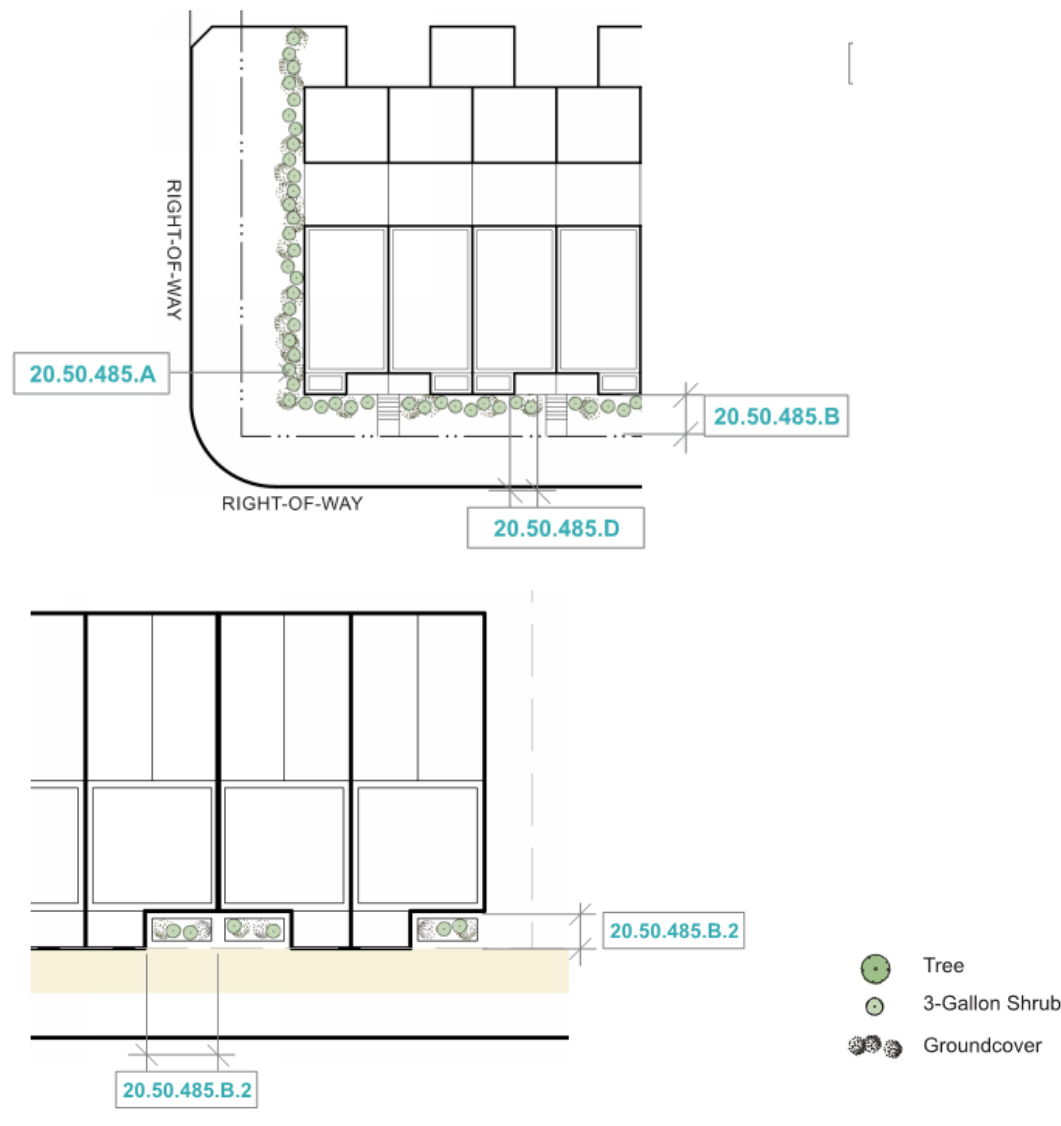
2. If a property has a required setback of zero (0) feet, landscaping shall be provided at a depth of at least four (4) feet and width at least 30 percent of the unit width. The required landscaping shall abut the entry. For example, if the unit width is 20 feet, the landscaping next to the entry shall be a minimum of six (6) feet wide.

C. Foundation plantings may be comprised of trees, shrubs, accent plants, ornamental grasses, and ground cover in any combination; provided that no more than 50 percent of the total required landscaping area consists of ground cover.

D. At least one (1) three-gallon shrub for every three (3) lineal feet of foundation shall be provided.

E. Shrubs shall be a mix of deciduous and evergreens.

F. When calculating the minimum number of required plants, the linear distance of openings for doors entering the building shall be excluded.

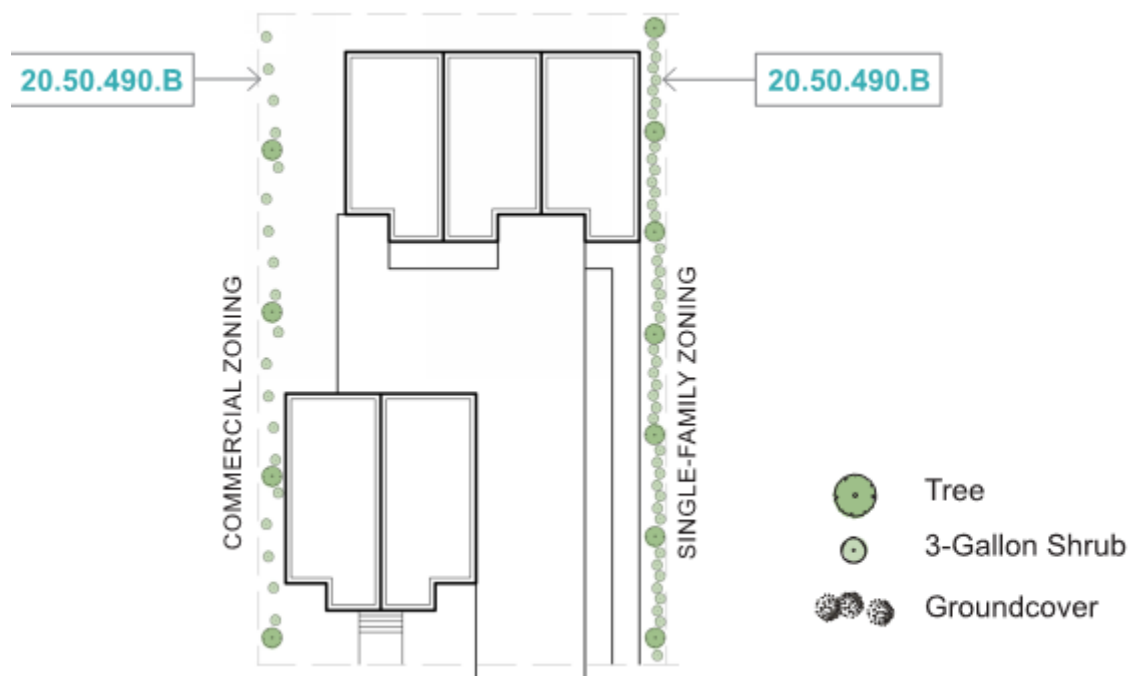


Front Façade Landscaping Illustrations

20.50.490 Landscaping along interior lot line – Standards.

A. Type I landscaping in a width determined by the setback requirement shall be included in all nonresidential development along any portion adjacent to single-family and multifamily residential zones or development. All other nonresidential development adjacent to other nonresidential development shall use Type II landscaping within the required setback. If the setback is zero feet then no landscaping is required.

B. Multifamily development shall use Type I landscaping when adjacent to single-family residential zones and Type II landscaping when adjacent to multifamily residential and commercial zoning within the required yard setback. Single-family attached and mixed single-family developments shall use Type I landscaping when adjacent to R-4 or R-6 zoning, and Type II landscaping when adjacent to all other zoning districts. Single-family attached and mixed single-family developments that have a shared access drive with an abutting property are exempt from this requirement on the side with the shared access drive.



Single-family Attached and Mixed Single-family Interior Landscaping Illustration

C. A 20-foot width of Type I landscaping shall be provided for institutional and public facility development adjacent to single-family residential zones. Portions of the development that are unlit playgrounds, playfields, and parks are excluded.

D. Parking lots shall be screened from single-family residential uses by a fence, wall, plants or combination to block vehicle headlights.

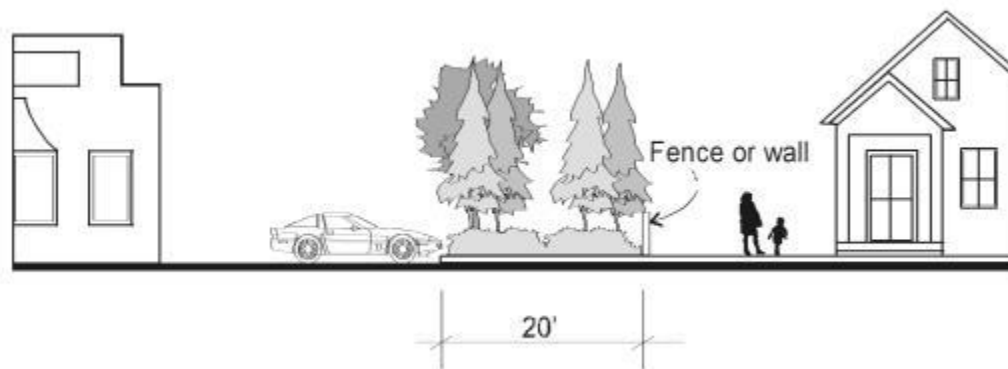


Figure 20.50.490(D): Example of parking screened from single-family house.

- **Chapter 20.70 Engineering and Utilities Development Standards**

20.70.450 Access types and widths.

A. Table 20.70.450 – Access Types and Widths.

Dwelling Type and Number	Engineering Development Manual Access Types and Width
Single-Family Detached – 1 unit	Residential
Single-Family Detached – 2 – 4 units	Shared
Single-Family Detached – 5 or more units	Private or Public Street
Commercial, Public Facility	Commercial
Single-Family Attached, <u>Mixed Single-Family Attached</u> or Multifamily	Multifamily



TO: Honorable Members of the Shoreline City Council

FROM: Bill Montero, Chair 
Shoreline Planning Commission

DATE: October 17, 2019

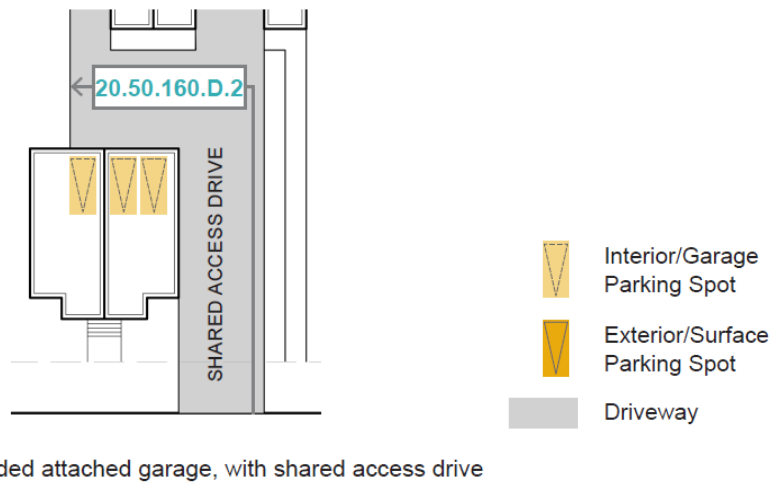
RE: Single-Family Attached (Townhome) Residential Design Standards

The Shoreline Planning Commission has completed its review of the Planning & Community Development Department's proposed amendments for SMC Title 20 to provide appropriate design standards for single-family attached (Townhome) residential development so as to add value to the community by creating desirable places to live.

The Planning Commission conducted study sessions on August 1, 2019 and September 5, 2019 and held a public hearing on October 3, 2019, at which the Planning Commission considered all public comment, deliberated, proposed modifications, and voted on the proposed amendments being presented to City Council.

The Planning Commission respectfully recommends that the City Council approve the proposed amendments to SMC Title 20 as attached in Attachment A, Exhibit A to the City Council's Staff Report for November 25, 2019.

Attachment C - Staff Recommendation for Proposed Townhouse Site Configuration Code Amendment



Dead-end Access Drive Illustration

[Note: This illustration needs to be revised to accurately reflect the proposed code language.]

[Note that other illustrations that appear in the proposed code need to be revised to accurately depict the code language, or for minor clerical errors such as incorrect code references.]

20.20.034 M definitions.

Mixed Single-Family

Attached Development A residential development where at least **70 60** percent of the dwelling units are single-family attached units with the remaining single-family detached units.

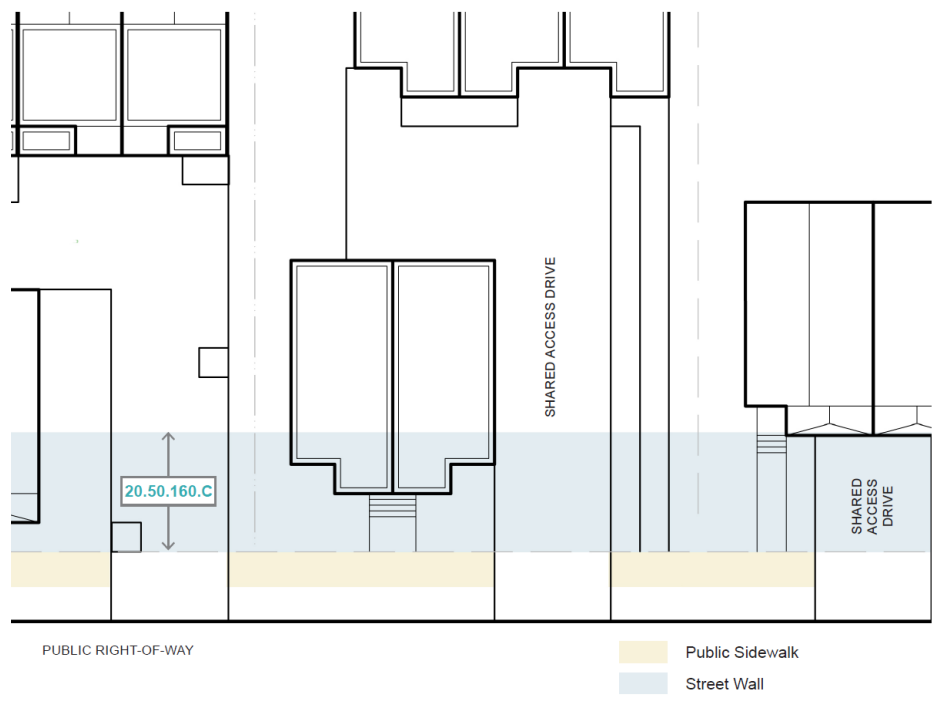
20.50.160.C. Site Configuration.

1. To create a street wall which enhances the streetscape and overall pedestrian experience, the following applies to lots in all zoning districts except for lots in the MUR-45' zoning district:

a. On lots up to 70 feet in width, at least 30 percent of units within a site shall be located between the front property line and a 25-foot distance from the property line.

b. On lots greater than 70 feet in width, at least 40 percent of units within a site shall be located between the front property line and a 25-foot distance from the property line.

2. For all lots in the MUR-45' zoning district, buildings shall be located to create a street wall which enhances the streetscape and overall pedestrian experience. Except for vehicular access that meets the requirements of the Engineering Development Manual and the Development Code, buildings shall fill the lot frontage. All units with frontage shall be oriented to the public right(s)-of-way.

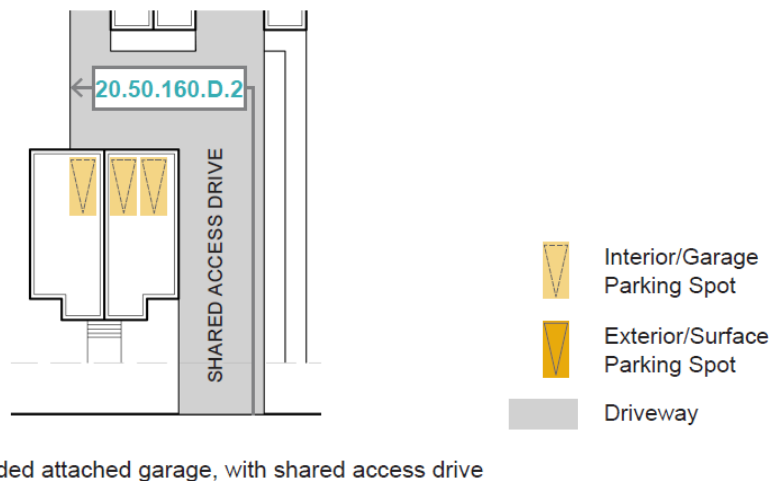


Site Configuration Illustration

[Note: This illustration only matches SMC 20.50.160.C(1)(b). If the Planning Commission's recommendation is approved, then two more illustrations are needed - one for 20.50.160.C(1)(a) and one for 20.50.160.C(2).]

20.50.160. D. Site Access and Circulation

1. Vehicle access requirements are contained in the Engineering Development Manual.
2. On lots with dead-end access drives with a length of 150 feet or greater, measured from the face of curb to the end of the access drive pavement, a turnaround facility shall be provided that meets the standard detail contained in the Engineering Development Manual or, if no standard is provided, the standard detail required by the Public Works Director.



Dead-end Access Drive Illustration

[Note: This illustration needs to be revised to accurately reflect the proposed code language.]

20.50.1870 Building design – Building orientation and scale – Standards.

B. **Building Modulation, Massing and Articulation** ~~The main building entrance, which is not facing a street, shall have a direct pedestrian connection to the street without requiring pedestrians to walk through parking lots or cross driveways.~~

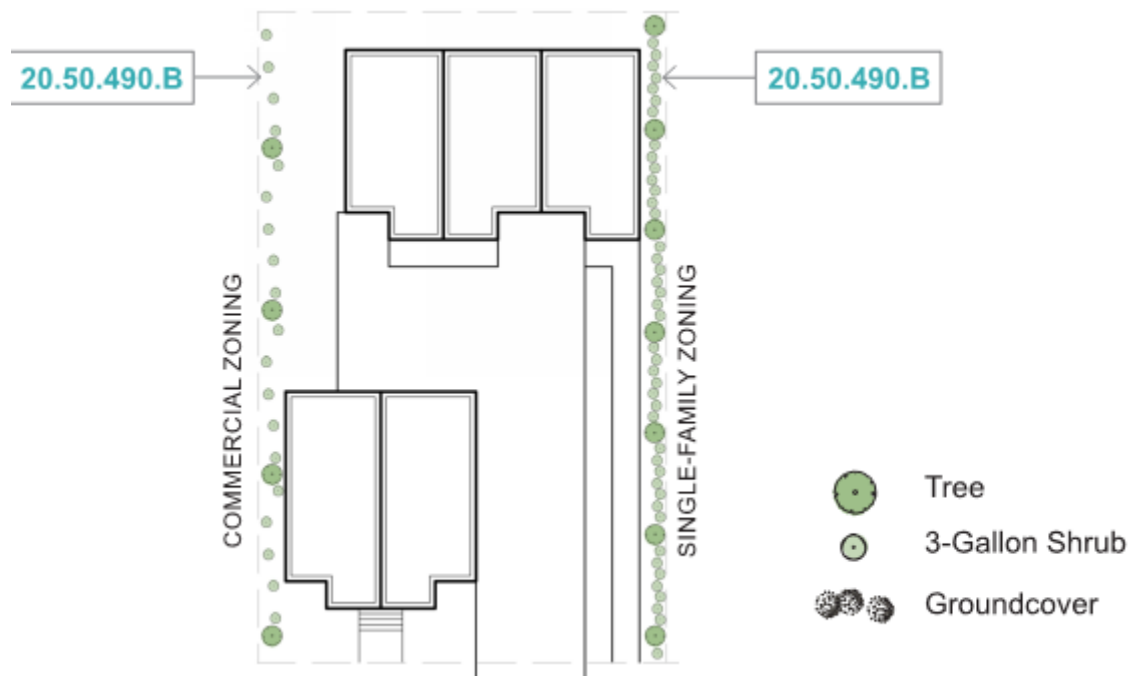
1. Each unit shall have a covered entry or porch with weather protection at least 20 square feet with a minimum width of four (4) feet and minimum depth of three (3) feet.
2. Each building shall incorporate variation by using at least three (3) of the following elements on the front façade; or for buildings that are oriented perpendicular to the public right-of-way in MUR-45', at least three (3) of the

following elements shall be provided on the side of the structure facing the public right-of-way and at least three (3) of the following elements shall be provided on the side of the structure overlooking the vehicular access.

20.50.490 Landscaping along interior lot line – Standards.

A. Type I landscaping in a width determined by the setback requirement shall be included in all nonresidential development along any portion adjacent to single-family and multifamily residential zones or development. All other nonresidential development adjacent to other nonresidential development shall use Type II landscaping within the required setback. If the setback is zero feet then no landscaping is required.

B. Multifamily development shall use Type I landscaping when adjacent to single-family residential zones and Type II landscaping when adjacent to multifamily residential and commercial zoning within the required yard setback. Single-family attached and mixed single-family developments shall use Type I landscaping when adjacent to R-4 or R-6 zoning, and Type II landscaping when adjacent to all other zoning districts. Single-family attached and mixed single-family developments that have a shared access drive with an abutting property are exempt from this requirement on the side with the shared access drive. Single-family attached and mixed single-family attached developments in the MUR-45' zoning district with building(s) oriented perpendicular to the public right-of-way are exempt from this requirement on the interior setback that does not abut vehicular access.



Single-family Attached and Mixed Single-family Interior Landscaping Illustration

Attachment D - Staff Recommended Amendments Based on
Planning Commission Proposed Development Code Amendments

[Note that other illustrations that appear in the proposed code need to be revised to accurately depict the code language, or for minor clerical errors such as incorrect code references.]

CITY COUNCIL AGENDA ITEM
CITY OF SHORELINE, WASHINGTON

AGENDA TITLE:	Discussing the 2020 State Legislative Priorities		
DEPARTMENT:	City Manager's Office		
PRESENTED BY:	Jim Hammond, Intergovernmental Program 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:

Tonight, Council will discuss the upcoming 2020 Legislative Session and the City's proposed 2020 Legislative Priorities ("Priorities"). For 2020, staff proposes the continuation of efforts to secure funding and/or other legislative support for: a bike/pedestrian bridge at N 148th Street that would connect neighborhoods to the Shoreline South/145th Street light rail station; the 145th Street/Interstate-5 interchange; and a Fircrest Campus redevelopment that aligns with City goals.

In terms of policy, staff proposes to seek passage of legislation that would:

- Make changes to allowed annexation processes;
- Continue to request measures to support local government financial sustainability and flexibility including new financial resources for transportation, especially in light of the recent passage of I-976;
- Support efforts to continue to address homelessness and affordable housing
- Pursue creation of a tax increment financing option for cities;
- Advocate for a watershed-based approach to tackling fish-blocking culverts; and
- Support legislation that addresses climate change impacts, particularly in the transportation sector.

The proposed 2020 Legislative Priorities (Attachment A) will be considered by Council tonight. Council is scheduled to adopt the Legislative Agenda on December 9, 2019.

RESOURCES/FINANCIAL IMPACT:

This item has no direct financial impact.

RECOMMENDATION

No action is required tonight; this item is for discussion purposes only. Staff recommends that the City Council move to adopt the 2020 Legislative Priorities when this item is brought back to Council for adoption on December 9, 2019.

Approved By: City Manager **DT** City Attorney **MK**

BACKGROUND

2020 is the second year of the State's 2019-2021 biennium, or "short" legislative session, which is scheduled to last 60 days. The City's legislative priorities provide policy direction in a highly fluid and dynamic legislative environment. They guide staff in determining whether the City supports or opposes specific legislation and amendments in Olympia during the legislative session. The City actively monitors legislative proposals at the state level, as success in advancing the City's position in Olympia depends on providing accurate and timely information to Legislators and their staff that illustrates the impacts of pending legislation on Shoreline.

The legislative priorities are the general policy positions that provide staff and Council representatives the flexibility to respond to requests for information and input. Key topics of legislation that do not fall under the adopted Legislative Priorities will be presented to the Council in regular briefings. The City also continues to partner with the Association of Washington Cities (AWC) and Sound Cities Association (SCA), which provides a consistent voice and a strong presence for cities in Olympia.

DISCUSSION

The proposed 2020 State Legislative Priorities (Attachment A) are attached to this staff report for Council for review and potential approval. Some of the Shoreline legislative agenda is influenced by and/or in line with the priorities adopted through a statewide process by AWC. For background information, this memo will review AWC-identified priorities first.

AWC Priorities/Concerns

With the engagement of City Councilmembers and staff, AWC arrived at a legislative agenda for the 2020 session that calls out seven key issue areas. Additional information can be found at the following link: <https://wacities.org/advocacy/City-Legislative-Priorities>.

1. Adopt a comprehensive set of transportation policies that provide robust new resources and local options.

Cities are responsible for a significant share of the statewide transportation system and fund most of that responsibility out of local tax dollars. Cities struggle to meet the \$1 billion gap in transportation maintenance and preservation costs. To meet these ever-expanding needs, the state must maintain existing and create new transportation specific revenue options for cities. The state must also develop a statewide transportation package that includes increased resources for city transportation needs.

2. Fully fund the Public Works Trust Fund

The Public Works Trust Fund is a crucial funding partner in our efforts to provide the necessary infrastructure for our communities. We seek full funding for the program and ask the state to protect the current stream of loan repayments and

uphold the 2% state share of REET dedicated to the account. Additionally, we look to strengthen the program by ending the ongoing revenue diversions as soon as possible.

3. Create a tax increment financing (TIF) option for cities.

Washington's cities need economic development tools that help maintain, expand, and modernize local infrastructure to spur local private sector investment. By investing in TIF, the Legislature can partner with cities to advance our shared goals of building a robust and diverse economy for communities around the state. For maximum impact, cities need access to both property-tax and sales-tax based TIF programs.

4. Preserve city fiscal health with secure funding sources.

Cities need revenue authority and flexibility to keep up with community growth and increasing service needs. State investment in shared revenue distributions is instrumental to support essential city programs and services. Responsive revenue options allow local elected officials to make the best community-based decisions about how to keep up with growth and the increasing costs of providing basic services like public safety and transportation. Arbitrary restrictions on local revenue decisions unnecessarily hurt residents by limiting critical local services.

5. Support statewide medication assisted treatment (MAT) services in city and regional jails by providing local flexibility.

Cities are experiencing the consequences of an overwhelmed state behavioral health system. While the state has made investments to address some of the challenges, more help is needed. Local jails have increasingly been called to action to address opioid use disorder and provide treatment. However, the costs are overwhelming city criminal justice budgets across the state. City jails need additional state support to access MAT services to save lives and reduce recidivism.

6. Advance a watershed-based strategic plan to address local fish-blocking culverts along with state culverts.

Cities need the state to adopt a broader vision to create a comprehensive response that funds local barrier corrections and provides actual habitat access for fish. Cities recognize that the state is facing a \$4 billion price tag to fix fish-blocking culverts that the U.S. Supreme Court has found to impinge on tribal treaty rights to fish harvests. Cities also own 1,300 barriers in the same streams, and similarly have no identified revenues to pay for needed corrections. A statewide approach is the only way to achieve meaningful salmon and orca recovery.

7. Continue to pursue new resources and policies to increase affordable housing both at the state and local level

Our communities continue to face a housing crisis and need state support to incentivize housing options. The Legislature can help by proactively supporting

cities' voluntary adoption of more effective ADU ordinances and providing additional councilmanic tax authority for housing. Cities need enhanced tools to attract and preserve multifamily development, like changing the multifamily tax exemption program to open it to smaller cities, extending the tax exemption for continued affordability guarantees, and expanding the ability to preserve existing affordable housing.

Shoreline Priorities/Concerns

Below are the proposed specific legislative priorities and a list of issues the City supports:

Shoreline-specific interests:

1. *N 148th Street Pedestrian/Bicycle Bridge*. Pursue funding support for a non-motorized pedestrian/bike bridge to integrate connections to the Shoreline South/145th Street light rail station.
2. *N 145th Street/I-5 Interchange*. In the event the legislature moves to assemble any package of transportation improvements, the City will work to maintain project visibility for the N 145th Street/I-5 Interchange as a strong candidate for any future funding appropriations.
3. *Fircrest Campus Underutilized Property Redevelopment*. Partner with State agencies to seek legislative action that supports City goals and the long-term vision of an approved Fircrest Master Development Plan.
4. *Annexation*. Seek passage of legislation which would provide code cities the ability to annex unincorporated areas pursuant to a cooperative interlocal agreement.

Shoreline-supported legislative issues:

1. *Transportation policies, funding and local control*. The recent passage of Initiative 976, along with expected legal challenges, will cloud the immediate future of transportation funding. However, with the City and other local jurisdictions at risk of losing significant locally generated transportation funding, it will be important to work with the Legislature to create new transportation specific revenue options for cities. Also needed is a statewide transportation package that could help Shoreline tackle key local transportation priorities, including the I-5 interchange at N 145th Street and the nearby N 148th bike/pedestrian bridge.
2. *Local Government Financial Sustainability and Flexibility*. Building on the conversation started with legislators over the past several years, staff proposes advocating for a more self-sufficient model where the City can control its revenue streams. Cities need to be able to plan for funding from one year to the next; providing cities more local financial flexibility allows each jurisdiction to make their own choices of how to fund local services. Examples include:
 - a. *1% Property tax limit*. This existing limit does not keep pace with inflation and restricts cities' ability to maintain services. Setting a limit tied to a tangible number (e.g. Consumer Price Index) would allow cities to better maintain existing services.

- b. *Increased flexibility on existing revenues.* Many available revenue options are constricted, restricted, or unpredictable, which makes it hard to maintain or increase city services, such as public safety, infrastructure, and human services programs.
3. *Support efforts to increase affordable housing and further address homelessness through use of incentives.* Last session saw significant strides toward tackling issues related to homelessness and affordable housing. But there remain significant opportunities to make additional progress, ranging from additional incentives and councilmanic revenue authority to new tools to attract/preserve multifamily development. It is important to avoid mandates that constrain City efforts or create unintended issues.
4. *Development of tax increment financing (TIF) to support economic development.* The City would benefit from economic development tools that help maintain, expand, and modernize local infrastructure to spur local private sector investment. Both property and sales tax-based TIF options would give all cities the tools and the flexibility to best meet the needs of each community.
5. *Advocate for a watershed-based approach and statewide strategic plan to address fish-blocking culverts in an efficient and effective manner.* Many critical fish runs are blocked by a series of fish-blocking culverts that are both state and locally owned. Funding that is focused solely on state culverts creates risk that the work won't yield results. A shared strategic vision and local funding are both essential to making progress that helps our threatened fish runs.
6. *Support legislation that addresses the impacts of climate change, particularly in the transportation sector.* The projected impacts of a changing climate represent one of the most serious threats to Shoreline, the region, and the world. The Governor and Legislature share the City's commitment to this issue, and the City will advocate for legislation that advances toward this goal. Given its contribution to greenhouse gases, the transportation sector is a high priority focus area.

RESOURCES/FINANCIAL IMPACT

This item has no direct financial impact.

RECOMMENDATION

No action is required tonight; this item is for discussion purposes only. Staff recommends that the City Council move to adopt the 2020 Legislative Priorities when this item is brought back to Council for adoption on December 9, 2019.

ATTACHMENTS

Attachment A: Draft 2020 Legislative Priorities



2020 Shoreline Legislative Priorities

Shoreline-Specific Interests:

- Pursue funding support for a non-motorized pedestrian/bike bridge to integrate connections to the Shoreline South/145th Street light rail station.
- Maintain project visibility for the N 145th Street/I-5 Interchange as a strong candidate for any state transportation package.
- Partner with State agencies to seek legislative action that supports City goals and the long-term vision of an approved Fircrest Master Development Plan.
- Seek passage of legislation which would provide code cities the ability to annex unincorporated areas pursuant to a cooperative interlocal agreement.

Legislative Issues the City Supports:

- Pursue a comprehensive set of transportation policies that provide new financial resources and local funding options
- Preserve city fiscal health with secure funding sources.
 - Remove the existing 1% property tax limitation or revise by indexing it to inflation, population growth, or some related indicator.
- Continue to address homelessness and opportunities to increase affordable housing at the state and local level through incentives and support, while avoiding mandates.
- Pursue the creation of a tax increment financing option for cities
- Continue to advance a watershed-based approach and strategic plan to address local fish-blocking culverts along with state culverts, and provide significant local funding.
- Support legislation that addresses climate change impacts, specifically in the transportation sector.