



SHORELINE CITY COUNCIL WORKSHOP DINNER MEETING

Monday, January 12, 2015
5:45 p.m.

Conference Room 104 · Shoreline City Hall
17500 Midvale Avenue North

- | | | |
|----|--|------|
| 1. | Confirm Agenda | 5:45 |
| 2. | Executive Session: Potential Litigation – RCW 42.30.110(1)(i)
<i>The Council may hold Executive Sessions from which the public may be excluded for those purposes set forth in RCW 42.30.110 and RCW 42.30.140. Before convening an Executive Session the presiding officer shall announce the purpose of the Session and the anticipated time when the Session will be concluded. Should the Session require more time a public announcement shall be made that the Session is being extended.</i> | 5:46 |
| 3. | 2015 Council Goal Setting Workshop | 6:16 |
| 4. | 2015 Council Event Calendar | |
| 5. | Adjourn | 6:45 |

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



Memorandum

DATE: January 12, 2014
TO: City Council
FROM: John Norris, Assistant City Manager
RE: Council Operations
CC: Debbie Tarry, City Manager

2015 Council Goal Setting Workshop

Every year, the Council holds an annual workshop for your goal setting exercise as well as for other topics. The annual workshop is typically held in the Spring. Staff would like Council to discuss when you would like to hold your annual workshop, along with a discussion on a location and a focus for the workshop (outside of Council's traditional goals setting task.)

Staff recommends that Council hold your annual workshop on either:

- Friday, February 27 and Saturday, February 28, or
- Friday, March 20 and Saturday, March 21.

Staff also recommends that your annual retreat be held at the Cedarbrook Lodge in SeaTac. In researching various venues, Cedarbrook is a good distance away from Shoreline, without being too far, and also provides a nice set of amenities and overnight accommodations onsite.

Information about Cedarbrook is attached to this memo as Attachments A and B.

Also attached to this memo is a *potential* draft agenda for your annual workshop (Attachment C). The agenda includes some of your typical workshop items, including prior year review and accomplishments, review of current Council goal work plan and new goal setting, and workshop wrap up.

Workshop Team Building Activity

Also included in the draft workshop agenda is a team building activity on Friday afternoon. Inclusion of this item was something Council provided direction on at your last Council operations dinner meeting. In researching various team building activities and briefly discussing this with the Mayor and Deputy Mayor, staff came up with a few ideas but is recommending a cooking activity at Blue Ribbon Cooking (<http://www.blueribboncooking.com/corporate-teambuilding>). This activity, called "Cooking for a Cause", would last for two hours, with the

first 30 minutes entailing arrival and drinks/appetizers, and the second hour and half entailing a hands on cooking activity in Blue Ribbon's kitchen to create three different dishes which will be donated to a local shelter by Blue Ribbon staff. This activity will hopefully achieve both Council's desire to form stronger working relationships and an even more cohesive team, and provide an outcome for those in need in our community.

Entities Warranting Five Minutes of Speaking Time During Council Public Comment

A question has come up recently regarding Council Rule of Procedure 6.1, which regards public testimony at a Council Business Meeting. Specifically, this rule states, among other considerations:

"... When representing the official position of a State registered non-profit organization or agency of a City-recognized organization, a speaker will be given five minutes (as opposed to three) and it will be recorded as the official position of that organization. Each organization shall have only one, five-minute presentation."

Staff has observed some individuals that request five minutes for public comment may belong to an organization that may not be an active State registered non-profit. There is also a question regarding what "City-recognized organization" means. While the City has defined "City-sponsored organization" to mean an organization that is either sanctioned by the City (i.e., Neighborhood Associations, Council-appointed committees (Parks Board), etc.) or an organization that receives funding from the City (i.e., Shoreline-Lake Forest Park Arts Council), staff is not aware of a definition for a "City-recognized organization" or a listing of these organizations.

Given this, staff would like to discuss with Council if this is an issue that Council would like staff to help address, and if so, whether the solution should be administratively handled, whether there should be an amendment(s) to the Council Rules of Procedure to better define when an individual should receive five minutes of public comment time, or both.

2015 Agenda Planner and Year at Glance Event Listing

Attachment D to this memo is a 'Year at a Glance' list that staff has developed with notable events, activities and conferences for the upcoming year. All of these events and activities will also be provided in detail on the Council Outlook Calendar once dates are confirmed. Also attached (Attachment E) is the current Council Agenda Planner for your review.

Attachments

Attachment A - Cedarbrook Lodge Information

Attachment B - Cedarbrook Lodge Map

Attachment C - Potential Draft Agenda for Council Goal Setting Workshop

Attachment D - Year at a Glance Event and Activity List

Attachment E - 2015 Agenda Planner

FAST FACTS

ACCOMMODATIONS

- 99 guest rooms and suites
- Floor-to-ceiling working windows with views of lawns, patio, pond, lush cedars and natural restored wetlands
- Original artwork
- Custom bedding wrapped in luxury linens
- Alarm clock with connection for most mobile devices
- Green Natūra bath amenities
- Terry-lined bathrobes
- Hairdryer
- Keurig coffee maker, featuring Starbucks products
- Ironing board and iron
- 42" wall-mounted HDTV
- Functional desk/work area
- Laptop computer safe
- Two telephones with voicemail
- Complimentary high-speed wired and wireless Internet access

DINING AND ENTERTAINMENT

- Tamarack Hall – complimentary Northwest continental breakfast
- Copperleaf Restaurant – fresh farm-to-table cuisine at lunch and dinner
- Copperleaf Bar – specialty afternoon and evening cocktails and micro-brews, plus bar food
- Living Rooms – complimentary 24-hour snacks
- Room Service

GUEST SERVICES

- Valet and self-parking (for a fee)
- Complimentary shuttle to Sea-Tac International Airport, Seattle Link light rail and Tukwila Amtrak platform
- Business center
- Safe deposit boxes
- Laundry/Valet service
- The Marketplace
- 100% non-smoking facility
- Complimentary *USA Today* and *Seattle Times*

RECREATION

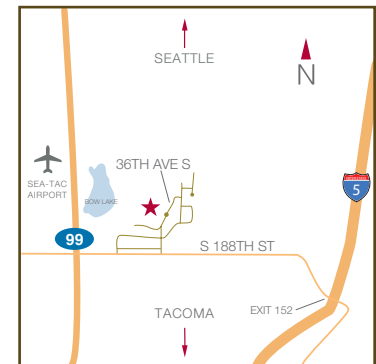
- The Spa
- Fitness Center
- Lawn games
- Walking trails

MEETINGS AND SOCIAL EVENTS

- Over 18,000 square feet of flexible interior function space
- Fourteen meeting and banquet rooms, Dens and suite parlors accommodating from 8 to 300 guests
- The Summit – auditorium featuring Dolby-Digital Surround EX™
- Complimentary high-speed wired and wireless Internet access
- State-of-the-art audiovisual equipment
- Herman Miller Aeron™ chairs
- 5,500 square feet of premium outdoor event space, including two terraces and an expansive lawn
- Event planning on site

THE BEST OF THE SEATTLE-TACOMA AREA

- Less than five minutes from Sea-Tac International Airport
- Boats, cruises, ferries
- Breweries and wineries
- Mountaineering and hiking, whitewater rafting, sea kayaking, scuba diving, fishing
- Museums and art galleries
- Pacific Science Center
- Pike Place Market
- Pioneer Square
- Point Defiance Zoo and Aquarium
- Seattle Mariners (MLB)
- Seattle Seahawks (NFL)
- Seattle Sounders (MLS)
- Shopping – Westfield Southcenter



CEDARBROOK LODGE

Sustainably Seattle.

18525 36th Avenue South
Seattle, WA 98188-4967
T: 206.901.9268
F: 206.901.9269

e: info@cedarbrooklodge.com
Reservations: 877.515.2176
CedarbrookLodge.com








Coastal Hotels

LEGEND

BIG CEDAR

-  Welcome Here. Reception Desk
FIRST LEVEL – MAIN FLOOR
-  Arrive/Depart Here. Shuttle Transportation Services
FIRST LEVEL – MAIN FLOOR
-  Convene Here. Cedarbrook Lodge Event Space – Reflections Gallery, The Cedars, Lily and The Summit
FIRST LEVEL – MAIN FLOOR
-  Feast Here. Copperleaf Restaurant & Bar
LOWER LEVEL – EXIT TO LAWNS & GARDENS
-  Nourish Here. Tamarack Hall – Daily Northwest Continental Breakfast and Event Space
LOWER LEVEL – EXIT TO LAWNS & GARDENS
-  Gather Here. Cedarbrook's Comfortable and Inviting Lobby
LOWER LEVEL – EXIT TO LAWNS & GARDENS
-  Rejuvenate Here. The Spa at Cedarbrook
FIRST LEVEL – MAIN FLOOR
-  Work Here. Business Center
FIRST LEVEL – MAIN FLOOR

SPRUCE

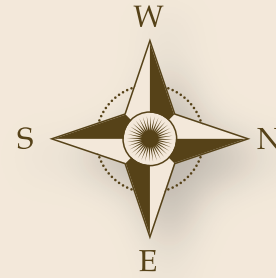
-  Slumber Here. Guest Rooms and Suites
FLOORS 1-3
-  Convene Here. Intimate Dens and Spacious Parlors
FLOORS 1-2
-  Relax Here. Cozy Living Room with 24-Hour Complimentary Snacks
FLOOR 2
-  Energize Here. 24-Hour Fitness & Wellness Center
FLOOR 1
-  Reinvigorate Here. Evergreen Whirlpool
FLOOR 1 – LOCATED ON TERRACE OF FITNESS CENTER WINTER 2014 DEBUT

DOGWOOD

-  Slumber Here. Guest Rooms and Suites
FLOORS 1-3
-  Relax Here. Cozy Living Room with 24-Hour Complimentary Snacks
FLOOR 2

ALDER January 2015 Debut

-  Slumber Here. Guest Rooms and Suites
FLOORS 1-5
-  Relax Here. Cozy Living Room with 24-Hour Complimentary Snacks
FLOOR 3



CEDARBROOK LODGE

Quintessentially Northwest.

18525 36th Avenue South Seattle, WA 98188-4967 Tel: 206.901.9268 Res: 877.515.2176

CedarbrookLodge.com  

Shoreline City Council Strategic Planning Workshop
 February 27-28 or March 20-21, 2015
 Cedarbrook Conference Center

DRAFT Potential Agenda

Friday

Time	Agenda Item	Presenter
8:15-9:00	<i>Breakfast</i>	Council/Leadership Team/ Facilitator
9:00-9:10	Welcome	Mayor
9:10-9:15	Review Agenda and Ground Rules	Facilitator
9:15-9:45	Significant 2014 Accomplishments	Council
9:45-10:45	Lessons Learned – Difficult Decisions	Council/Leadership Team/ Facilitator
10:45-11:00	<i>Break</i>	
11:00-12:15	Review Current Council Goals <ul style="list-style-type: none"> • Completed Goals/Action Steps • Revisions Needed? • On Track? • Additional Goals 	Council/Leadership Team/ Facilitator
12:15-1:15	<i>Lunch</i>	Council/Leadership Team/ Facilitator
	Leadership Team Leaves Retreat	
1:15-2:00	<i>Carpool to Team Building Activity Location</i>	
2:00-4:00	Team Building Activity - Cooking Activity with Food Donated to a Local Shelter	Council/City Manager/ Assistant City Manager
4:00-5:30	<i>Return to Cedarbrook</i>	
5:30	<i>Dinner with Spouses/Significant Others at Cedarbrook</i>	Council/City Manager/ Assistant City Manager

Saturday

Time	Agenda Item	Presenter
8:15-9:00	<i>Breakfast</i>	Council/CM/ACM/Facilitator
9:00-9:05	Welcome	Mayor
9:05-9:10	Review Agenda	Facilitator
9:10-10:45	Reach Agreement on Goals	Council/CM/ACM/Facilitator
10:45-11:00	<i>Break</i>	
11:00-11:30	Emerging Issues	Council/Facilitator
11:30-Noon	Workshop Take Away	Council/Facilitator
Noon	Adjourn	

Year at a Glance - Shoreline Events and Activities for the City Council

Month	Event/Activity
January	AWC City Action Days (Olympia)
February	Washington DC Lobby Trip
February/March	Council Strategic Planning Workshop
March	NLC Congressional City Conference (Washington DC)
April	Earth Day Event
April	Volunteer Soiree (City Hall Lobby)
May	Million Step Challenge (Paramount School Park)
May	Recycle Fest (Sears Parking Lot)
May	Richmond Beach Strawberry Festival
June	Million Stair Challenge (Saltwater Park)
June	State of the City Breakfast (City Hall Council Chambers)
June	Farmers Market Opening
June	AWC Annual Conference
June	Shoreline/LFP Arts Gala and Festival
<i>July</i>	<i>Council Summer Break</i>
July	Echo Lake Picnic and Work Party (Echo Lake Park)
July	Northwest SolarFest (Shoreline Community College)
July	Swinging Summer Eve (Cromwell Park)
July	Hillwood Ice Cream Social (Hillwood Park)
July	Council of Neighborhoods Summer Picnic
August	National Night Out Against Crime
August	4 Corners Brewfest (Innis Arden Clubhouse)
August	Theater Under the Stars (City Hall Patio)
August	Arts al Fresco
August	North City Jazz Walk
August	Celebrate Shoreline Festival (Cromwell Park), Skate Contest (Paramount School Park) and Sandcastle Building Contest (Saltwater Park)
August	Food Truck Thursdays
August	Ridgecrest Ice Cream Social
August	Ballinger/North City Movie Night
September	SummerSet Arts Festival
September	Recycle Fest (Sears Parking Lot)
October	Monster Mash Dash
October	Safety Fair
October	Richmond Beach Halloween Carnival (Syre Elementary)
October	Hamlin Halloween Haunt
November	Veterans Day Event
November	Holiday Craft Market
November	NLC Annual Conference
December	Breakfast with Santa
December	North City Tree Lighting
December	Richmond Beach Christmas Ship Visit (Saltwater Park)
<i>December</i>	<i>Council Winter Break</i>

CITY COUNCIL AGENDA PLANNER (01/05/2015)
SUBJECT TO FREQUENT CHANGE. PLEASE CHECK THE CURRENT
AGENDA FOR THE MOST UP-TO-DATE INFORMATION.
[Council Meeting Index](#)

Future Pending/Unscheduled Agenda Items

2015

- Washington State DOT - Obligate STP Grant Funds for the Bicycle Plan Implementation Project
- Thornton Creek LID Study (March)
- 2014 Police Service and Accomplishment Report
- Climate Action Plan Strategy Implementation (Fall)
- TBD Budget Adoption (11/2)
- Transportation Corridor Study Mitigation Agreement
- Pt. Wells Municipal Agreement
- SPU Purchase and Sale Agreement

2015/2016

- 145th Street Annexation Ordinance
- JUA with the Shoreline School District
- JUA with Shoreline Community College

2016

- Paid Sick Leave Regulations

2018

- Council Salary Commission

Monday, January 5, 2015

Room 104

7:00pm

Reports Due for internal review Thursday, December 17, 2014

Subject	Type	Time	Staff
Motion to Authorize the City Manager to Execute a Contract with the Shoreline/Lake Forest Park Arts Council	C		DD
Motion to Authorize the City Manager to Execute a Contract with the Shoreline Historical Museum	C		DD
Authorize the City Manager to Execute a Contract with Perteet, Inc., for On-Call Construction Management and Inspection Services	C		TJ
Appointment of Youth Position to Library Board	C		MR
Discussion of Business License Program and Adoption of Ord. No. 692 Business License Exemption Program	A	40 min	JS

Monday, January 12, 2015

5:45pm Workshop Dinner

Executive Session: Potential Litigation
Council Operations

7:00pm

Reports Due for internal review Thursday, December 24, 2014

Subject	Type	Time	Staff
Proclamation of Martin Luther King, Jr. Day			
Discussion of City Street Regulatory Options	D	60 min	AH

Monday, January 19, 2015

Meeting Canceled

Martin Luther King, Jr. – Holiday

Monday, January 26, 2015

5:45pm Workshop Dinner

Parks Director Retirement Reception

7:00pm

Reports Due for internal review Thursday, January 8, 2015

Subject	Type	Time	Staff
Authorize the City Manager to Execute a Contract with WSDOT to Obligate STP Grant Funds for the Bicycle Plan Implementation Project	C		MR
Authorize the City Manager to Execute a Contract with EarthCorps for Trail Work and Environmental Restoration for Shoreline Parks and Surface Water Facilities	C		MC
Discussion of Affordable Housing as a Component of the Proposed Light Rail Development Regulations	D	60 min	RM
Discussion of Ord. No. 694 – Amendments to the Shoreline Municipal Code for Property Tax Exemptions	D	30 min	JA
Motion to Authorize the City Manager to Execute a Contract with xx for the Classification and Compensation Study	A	30 min	PI

Monday, February 2, 2015

Room 104

7:00pm

Reports Due for internal review Thursday, January 15, 2015

Subject	Type	Time	Staff
Proclamation of Black History Month			
Authorize the City Manager to Execute a Contract Agreement for the Construction of the Einstein Safe Routes to Schools Project	C		MR
Discussion of Ord. No. 703 – Westminster Vacation	D	20 min	DE
Discussion of the Information Technology Strategic Plan	D	30 min	KM
Discussion of WIRA 8 ILA	D	30 min	RC

Monday, February 9, 2015

5:45pm Workshop Dinner

King County Councilmember Dembowski

7:00pm

Reports Due for internal review Thursday, January 22, 2015

Subject	Type	Time	Staff
Adoption of Ord. No. 694 – Amendments to the Shoreline Municipal Code for Property Tax Exemptions	C		JA
Discussion of the 185 th Station Subarea Plan	D	60 min	MR

Monday, February 16, 2015**Meeting Canceled**

Presidents Day Holiday

Wednesday, February 18 – Thursday, February 19, 2015

AWC City Action Days

Olympia, WA

Monday, February 23, 2015

5:45pm Workshop Dinner

6:30pm – Please note special start time

Reports Due for internal review Thursday, February 5, 2015

Subject	Type	Time	Staff
Approval of the Interlocal Agreement with King County for Animal Control Services	C		AH
Adoption of Ord. No. 703 – Westminster Vacation	C		DE
Adoption of the 185 th Street Station Subarea Plan	A	60 min	MR
Selection of 145 th Light Rail Station Preferred Alternative for the FEIS	A	45 min	MR

Monday, March 2, 2015

5:45 Workshop Dinner

Seattle Mayor and Councilmembers

7:00pm

Reports Due for internal review Thursday, February 12, 2015

Subject	Type	Time	Staff
Appointment of the Council Subcommittee Interview Panel for Parks, Recreation and Cultural Services/Tree Board Applicants	A	10 min	EF
Discussion of Sentencing Alternatives	D	60 min	AH

Saturday, March 7 – Wednesday, March 11, 2015

National League of Cities Congressional City Conference

Washington, DC

Monday, March 9, 2015
Meeting Canceled due to NLC Conference

Monday, March 16, 2015
Room 104
7:00pm

Reports Due for internal review Thursday, February 26, 2015

Subject	Type	Time	Staff
Discussion Ord. No. xx - Aurora Square Planned Action EIS	D	30 min	DE
Discussion of the Annual Traffic Report	D	30 min	MR

Monday, March 23, 2015
5:45pm Workshop Dinner **Classification and Compensation Update**
7:00pm

Reports Due for internal review Thursday, March 5, 2015

Subject	Type	Time	Staff
Discussion of Extra Help Pay Schedule	D	30 min	PI

Monday, March 30, 2015
Room 104
7:00pm

Reports Due for internal review Thursday, March 12, 2015

Subject	Type	Time	Staff
Proclamation of Cesar Chavez Day			
Adoption of Ord. No. xx – Aurora Square Planned Action EIS	C		DE

Monday, April 6, 2015
Room 104
7:00pm

Reports Due for internal review Thursday, March 19, 2015

Subject	Type	Time	Staff
Proclamation of Earth Day			
Discussion of Ord. No. xx – 2014 Budget Carryover	D	30 min	RH
Discussion of Ord. No. xx – 2015 Budget Amendment	D	20 min	RH

Monday, April 13, 2015
5:45pm Workshop Dinner
7:00pm

Reports Due for internal review Thursday, March 26, 2015

Subject	Type	Time	Staff
Proclamation of Volunteer Week			
Discussion of 2015-2017 Council Goals	D	30 min	JN
Discussion of the TIP/CIP	D	30 min	MR

Monday, April 20, 2015

Room 104

7:00pm

Reports Due for internal review Thursday, April 2, 2015

Subject	Type	Time	Staff
Proclamation of Arbor Day			
Adoption of Ord. No. xx – 2014 Budget Carryover	C		RH
Adoption of Ord. No. xx – 2015 Budget Amendment	C		RH
Discussion of Fourth Quarter Financial Report with CIP Update	D	40 min	RH

Monday, April 27, 2015

5:45pm Workshop Dinner

7:00pm

Reports Due for internal review Thursday, April 9, 2015

Subject	Type	Time	Staff
Adoption of 2015-2017 City Council Goals	C		JN
Safe Community Update	D	20 min	RB

Monday, May 4, 2015

Transportation Benefit District Meeting

6:45pm

Reports Due for internal review Thursday, April 16, 2015

Subject	Type	Time	Staff
Annual Report of the Transportation Benefit District	D	10 min	RH

Monday, May 4, 2015

Room 104

7:00pm

Reports Due for internal review Thursday, April 16, 2015

Subject	Type	Time	Staff
Committee of Elected Official (CEO) Update	D	30 min	JN

Monday, May 11, 2015

5:45pm Workshop Dinner

7:00pm

Reports Due for internal review Thursday, April 23, 2015

Subject	Type	Time	Staff
Proclamation of Armed Services Appreciation Day			

Monday, May 18, 2015

Room 104

7:00pm

Reports Due for internal review Thursday, April 30, 2015

Subject	Type	Time	Staff

May 25, 2015

No City Council Meeting

Memorial Day

Monday, June 1, 2015

Room 104

7:00pm

Reports Due for internal review Thursday, May 14, 2015

Subject	Type	Time	Staff
Review of the 145 th Light Rail Station Subarea Plan/Planned Action Ordinance/Zoning Map and Development Regulations	D	60 min	MR

Monday, June 8, 2015

5:45pm Workshop Dinner

7:00pm

Reports Due for internal review Thursday, May 21, 2015

Subject	Type	Time	Staff

Monday, June 15, 2015

Room 104

7:00pm

Reports Due for internal review Thursday, May 28, 2015

Subject	Type	Time	Staff

Monday, June 22, 2015

5:45pm Workshop Dinner

7:00pm

Reports Due for internal review Thursday, June 4, 2015

Subject	Type	Time	Staff
Proclamation of Parks, Recreation and Cultural Services Month			
Adoption of the 145 th Light Rail Station Subarea Plan/Ord. No. xx Planned Action/Zoning Map and Development Regulations	A	60 min	MR

June 29-July12, 2015

Council Summer Break

Monday, July 13, 2015

5:45pm Workshop Dinner

7:00pm

Reports Due for internal review Thursday, June 25, 2015

Subject	Type	Time	Staff

Monday, July 20, 2015

Room 104

7:00pm

Reports Due for internal review Thursday, July 2, 2015

Subject	Type	Time	Staff

Monday, July 27, 2015

5:45pm Workshop Dinner

7:00pm

Reports Due for internal review Thursday, July 9, 2015

Subject	Type	Time	Staff

Monday, August 3, 2015

Room 104

7:00pm

Reports Due for internal review Thursday, July 16, 2015

Subject	Type	Time	Staff

Monday, August 10, 2015

5:45pm Workshop Dinner

7:00pm

Reports Due for internal review Thursday, July 9, 2015

Subject	Type	Time	Staff

Monday, August 17, 2015

Room 104

7:00pm

Reports Due for internal review Thursday, July 16, 2015

Subject	Type	Time	Staff

Monday, August 24, 2015

5:45pm Workshop Dinner

7:00pm

Reports Due for internal review Thursday, July 23, 2015

Subject	Type	Time	Staff

Monday, August 31, 2015

Room 104

7:00pm

Reports Due for internal review Thursday, July 30, 2015

Subject	Type	Time	Staff

September 7, 2015
No Meeting – Labor Day Holiday

Monday, September 14, 2015
5:45pm Workshop Dinner
7:00pm

Reports Due for internal review Thursday, August 27, 2015

Subject	Type	Time	Staff