



SHORELINE CITY COUNCIL SPECIAL MEETING

Monday, August 3, 2015
5:45 p.m.

Conference Room 104 • Shoreline City Hall
17500 Midvale Avenue North

1. Council Operations 5:45 p.m.
 - Council iPad/iPhone Replacement
 - Potential Council Town Hall Meeting
 - 2015 Celebrate Shoreline Festival and Main Stage Concert Update
 - Council Regional Committees Update

2. Adjournment 6:45 p.m.

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: August 3, 2015
TO: City Council
FROM: John Norris, Assistant City Manager
RE: Council Operations
CC: Debbie Tarry, City Manager

A couple of times per year, Council conducts a dinner meeting discussion on Council Operations. These discussions cover a range of topics related to how the Council performs the legislative and operational work that they do. Tonight, staff would like to discuss four diverse operational topics with Council. They are:

- Council iPad/iPhone Replacement
- Potential Council Town Hall Meeting
- 2015 Celebrate Shoreline Festival and Main Stage Concert Update
- Council Regional Committees Update

Council iPad/iPhone Replacement

Staff has discussed with Council the need to replace the current iPad tablets and iPhone smartphones. The City has recommended a transition away from Apple Computer products to a Microsoft Windows-based tablet and the Android smartphone. This recommendation is based on the following:

- The City is a 'Microsoft Shop', and supporting and having technical knowledge about specific hardware helps the City's IT staff become experts on that hardware. Conversely, having multiple platforms and hardware to support makes it challenging on IT staff. This can also add cost if internal staff cannot trouble shoot issues or support a device they do not have expertise in.
- Per the Employee Handbook, Section 8.12, it is the City's Policy that employees shall not place or receive text messages on City cellular phones. To comply with this policy, the City has shut off the text messaging feature for all City-issued Android cellular phones and prohibits text messaging from any City-issued iPhones. To better implement this section of the Employee Handbook, moving to all Android phones will ensure compliance.

- The iPad and iPhones have reached the end of the technological life. They were purchased in 2012 and are up for replacement (the iPads are consumer-grade electronics that generally reach end-of-life in three years).

Unfortunately, the City's current legislative agenda software, Granicus, does not yet support the Microsoft Surface tablet. The City is recommending the deferral of the iPad replacement until Granicus supports the Surface devices (timeline unknown at this time). However, in order create documents on the current iPad (instead of using personal devices to create business-related content), staff also recommends the exploration of Microsoft Office 365. This application is cloud-based, and will allow the iPads to have access to the typical MS Office products – Word, Excel, PowerPoint, etc. The City Manager's Office will load the Office 365 application on staff iPads to test its usability and functionality, and will bring a recommendation back to Council about installing this application on current iPads if the application performs well.

With regard to the move away from iPhones, unlike the move to the Surface, Android phone replacement would be free. This transition can happen at any time (there are no budget constraints that affect timing). Staff recommends that this transition be complete by the end of the year.

Council Town Hall Meeting

Mayor Winstead and Councilmember Hall expressed some interest to the City Manager in the Council hosting a Town Hall meeting with the public. The area of focus of the Town Hall was on the growth and development of the community. As Council is well aware, not only is the City planning for future growth at the light rail station areas, Town Center and the Aurora Square Community Renewal Area (CRA), but multi-family development is currently happening as part of this development cycle that the Puget Sound region is experiencing. Both of these factors are likely shaping how residents are currently viewing the changes in their community.

Given this, staff is interested in hearing from the full Council about whether the Council would like to host a Town Hall meeting on this topic or other topics. Town Hall meetings typically follow a format where attendees present ideas, voice their opinions, and ask questions of their elected officials. While the public can address the Council in person at Council meetings during general public comment, Council does not respond. Town Halls give Council the opportunity to have a dialogue with the public and engage in a way that does not occur at Council meetings.

If Council is interested in hosting a Town Hall, staff recommends that the Council work with a facilitator to set the structure of the Town Hall meeting. This includes meeting format, timing, ground rules, facilitation, etc. There are multiple ways that a Town Hall can be structured, and these variations can have impacts on how information is presented, questions are asked and answered, and how the tone of the meeting is managed.

2015 Celebrate Shoreline Festival and Main Stage Concert

The 2015 Celebrate Shoreline event (Attachment A) at Cromwell Park is quickly approaching, and this year, there are some changes to the festival that staff wanted to share with Council. Most notably, in honor of the City's 20th birthday celebration, staff has added a Main stage Concert that will feature bands playing all original music (Attachment B). The Main Stage will

run from 4:15 to 9:15 pm and is being headlined by local band Pickwick (some of the members grew up in Shoreline).

The Festival will also feature many of the offerings of the last two years, including the family stage, family area, booth area, food trucks and beer garden. Also happening is the annual Car Show, which is being moved to Aurora Square this year.

Given the Main Stage Concert is a new event this year, staff has spent considerable time planning for the concert, especially the exiting of concert goers at the conclusion of the evening, parking management, and crowd management. As well, staff have increased security to a total of six (6) Shoreline Deputies that will be at the event through 10:00 pm. There will also be many event staff managing the festival and concert.

Finally, Eric Bratton, Communications Program Coordinator, will be reaching out to Council this week to coordinate with you if you would like to serve in the City's information booth at Celebrate Shoreline. This is typically done in two hour blocks. Staff will also be in the booth at this same time.

2016 Regional Council Committees

The Council was interested in having a quick reminder of which regional/external committees that Councilmembers currently serve on so that Council could begin thinking about committee assignments for next year (Attachment C). While there will be at least one new Councilmember serving on the Council in 2016, it is helpful to be reminded of what is available, especially given that Deputy Mayor Eggen serves of numerous regional committees currently.

Attachments

- Attachment A – 2015 Celebrate Shoreline Information Packet
- Attachment B – 2015 Celebrate Shoreline Main Stage Concert Poster
- Attachment C – 2015 External Committee Assignments



Celebrate Shoreline Update as of July 27, 2015

FESTIVAL SCHEDULE

Festival Hours: 12:00 – 9:00 pm

Family area open: 12:00 – 6:00 pm

Main Stage Hours: 1:00 – 9:00 pm

Family Stage Hours: 12:00 – 5:00 pm

Car Show Hours: 10:00 am – 3:00 pm (Car Show located at Aurora Square)

Beer Garden Hours: 1:00 – 9:00 pm

MAIN STAGE SCHEDULE

1:00 - 1:40pm: The Brave Little Tailor, Theater

2:30 – 3:20pm: The Brave Little Tailor, Theater

4:15 – 5:00pm: Ruler

5:15 – 5:20 pm Welcome from the Mayor

5:20 – 6:20 pm: Tom Eddy

6:45 – 7:30 pm: Tangerine

8:00 – 9:15pm: Pickwick

FAMILY STAGE SCHEDULE

12:00 - 12:30pm Matt Henry Trained Human - Juggler

1:00 - 2:00pm Reptile Isle

2:30 - 3:30pm Matt Henry Trained Human – Juggler

3:50 – 3:55 pm Welcome from the Mayor

4:00 – 5:00 pm Recess Monkey

FAMILY AREA: 12 noon – 6pm

- Pony Rides: Seattle Pony Party: 12 noon – 6pm (\$5)
- Petting Zoo: Animal Encounters: 12 noon – 6pm (free)
- Inflatables: Fun Rents: 12 noon – 6pm (Cost)
- Roving Entertainment
- Creation Station: City of Shoreline Teen Programs – SYA and Rec-N-Crew (free)
- Face Painting: Specialized Recreation Program (free)
- Gymnastics: Seattle Gymnastics Academy (free)
- Bubble Play Area: Run by city staff (free)
- Hands-On Area: Run by North City Co-Op Preschool (free)
- Hawk Striker: (Carnival Game) (free)
- Community Booths

Car Show: 10:00 am – 3:00 pm

Coordinated by Shoreline Historical Museum 10am -3 pm

To be held Aurora Square, next to Shoreline Farmers Market (Cost)

Vehicles for Touring: 12:00 – 6:00 pm

Fire Department

1 Fire Truck

1 Aid Unit

1 Communication Van

Police Department

1 TAC Unit (SWAT truck)

1 BDU (Bomb Disposal Unit with robot)

1 booth and a car (by city booth) Dep. Perry

King County Metro

1 Rapid Ride E Line Bus and 1 booth

Beer Garden:

American Brewing Company (Cost)

Piccola Cellars (Cost)

Beer and wine will be served

Security from trained city staff and police, all staff are *MAST trained

* (Mandatory Alcohol Server Training required by WSLCB)

Parking:

1. Courthouse for Handicap Parking Only as well as Food Vendors and Performers
2. Aurora Church of the Nazarene (175th and Meridian): Open to public parking
3. Shoreline Center (185th and 1st Ave NE): Open to public parking
4. Berean Church: (185th and 1st Ave NE) – Open to public parking and booth vendors
5. Zion Presbyterian Church (south border of Cromwell Park): This site will be used for staff

Equipment:

- **Portable Toilets:** Honey

Equipment: 12 Reg. Units, 2 ADA units, 2 hand washing stations

- **Tables/chairs:** Stellar Event Rental

Equipment: tables, chairs, umbrellas, canopy, stage,

- **Generators and Light Towers:** Star Rental

Equipment: Generator for Fun Rent, Family Stage and main stage, light towers & light pole

Stage Lights: AVR Productions

Equipment: Stage lighting

Security: Shoreline Police Department

Beer Garden: 2 deputies, 1 pm – 10 pm

Festival: 2 deputies, 2 – 10 pm

Concert: 2 deputies, 6 – 10 pm

Publicity:

- Ad on back page of summer Currents
- Feature page in Spring/Summer Recreation Guide
- Sponsorships on KEXP for two weeks before concert
- Ads on Coasters to go to local bars and restaurants around Shoreline
- Concert posters that will go up on poles and in cafés around Shoreline and North Seattle
- Main Stage Concert and Festival webpage on Shoreline website
- Facebook ads and Twitter
- Yard signs
- Banners
- Online calendars
- Flyers distributed at events and City facilities

Celebrate Shoreline Festival Map



DIRECTORY

- 22 Art Feature
- 6 ATM
- 3 Beer Garden
- 13 Booths
- 4 Bubble Area
- 11 City Information
- 19 Family Stage
- 21 Fire Vehicles
- 10 First Aid
- 9 Food Vendors
- 17 Gymnastics
- 8 Handicapped Parking
- 16 Hands-On Play Area
- 18 Inflatables
- 2 Main Stage
- 20 Metro
- 1 Petting Zoo
- 5 Playground
- 10 Police
- 21 Police Vehicles
- 15 Pony Rides
- 7 Restrooms
- 12 Sponsors
- 14 Swingsets

CELEBRATE SHORELINE

MERIDIAN AVE N PARKING PLAN



N 183RD ST

MERIDIAN AVE N

N 180TH ST

NO PARKING BARRICADES AT 100' SPACING. MESSAGE: "NO PARKING AUG 15, 2015 BETWEEN 9 AM AND 11 PM"

Signs should be placed a minimum of 48 hours in advance



City of Shoreline
Peter Hahn, Public Works Director
Kendra Dedinsky, City Traffic Engineer
17500 Midvale Ave N
Shoreline, WA 98133
(206) 801-2700
www.shorelinewa.gov

Map Date: 2015

CELEBRATE SHORELINE

CORLISS AVE N CLOSURE PLAN

9 AM TO 7 PM



①



②



③



N 185TH ST



CORLISS AVE N

SUNNYSIDE AVE N

1ST AVE N

N 180TH ST



NO PARKING BARRICADES AT 100' SPACING. MESSAGE: "NO PARKING AUG 15, 2015 BETWEEN 9 AM AND 7 PM"

Signs should be placed a minimum of 48 hours in advance

*Please note that these signs are intended to reserve space for vendors – vendors are allowed to utilize this parking

City of Shoreline

Peter Hahn, Public Works Director

Kendra Dedinsky, City Traffic Engineer

17500 Midvale Ave N

Shoreline, WA 98133

(206) 801-2700

www.shorelinewa.gov

Map Date: 2015

CITY OF SHORELINE EVENT NOTIFICATION Road Closure August 15, 2015

The City of Shoreline will be hosting the Celebrate Shoreline Festival at Cromwell Park. Please note that Corliss Avenue North will be closed from 180th to 183rd with local access only. There will be no parking on the west side Corliss Avenue North and no parking on the east side of Meridian Avenue North.

Road Closed on Saturday, August 15

9:00 am - 7:00 pm

If you have any questions contact:

206-801-2600

shorelinewa.gov/celebrateshoreline



17500 Midvale Ave North
Shoreline, WA 98133



CITY OF SHORELINE EVENT NOTIFICATION

The City of Shoreline will be hosting the Celebrate Shoreline Festival at Cromwell Park. Please note this free public event may impact your neighborhood in the following ways:

- * Road Closure on Saturday, August 15 from 9:00 am - 7:00 pm
- * Corliss Avenue North closed from 180th to 183rd
- * Local Access Only on Corliss Avenue North
- * No Parking on the west side of Corliss Avenue North
- * No Parking on the east side of Meridian Avenue North

Celebrate Shoreline Festival

Saturday, August 15

12:00 - 9:00 pm

Join the City in celebrating its 20th birthday

- * Live music
- * Car show
- * Inflatables
- * Food trucks & beverages
- * Activities for kids
- * Petting zoo & pony rides
- * Beer Garden
- * Community booths



For more information contact the Shoreline Parks, Recreation & Cultural Services Department:

Call 206-801-2600 or visit shorelinewa.gov/celebrateshoreline

Free  Concert Series

An entire evening of live music with

PICKWICK
RULER
TANGERINE
TOM EDDY

Free for all ages
Lawn Seating
Food Trucks
21+ Beer Garden

August 15th, 2015
Cromwell Park
18030 Meridian Ave N
4:00pm - 9:00pm

www.shorelinewa.gov/mainstageconcert

2015 COUNCIL EXTERNAL COMMITTEE ASSIGNMENTS (07-15)

Committee	Contact	Phone	Member	Staff Assistance & Copies
Association of Washington Cities <ul style="list-style-type: none"> • Board of Directors • Legislative Committee 	Michelle Catlin	(360)753-4137	Will Hall Will Hall / Chris Roberts	Scott MacColl Scott MacColl
Shoreline Chamber of Commerce Board				Council, Dan Eernisse
Evergreen Communities Partnership Task Force	Micki McNaughten	(360) 725-3080	Chris Eggen	Rika Cecil
King County Domestic Violence Initiative	Doreen Booth	(206) 433-7147	Doris McConnell	Rob Beem
King County Growth Management Planning Council (GMPC)	Doreen Booth	(206) 433-7147	Chris Eggen	Rachael Markle
King County Metropolitan Solid Waste Advisory Committee (MSWAC)	Diane Yates	(206) 477-5212	Chris Eggen	Randy Witt, Scott MacColl, Uki Dele, Rika Cecil
National League of Cities <ul style="list-style-type: none"> • Human Development Policy Cttee • Human Development Steering Cttee • Gay, Lesbian and Bisexual Local Official Board of Directors • Asian Pacific American Municipal Officials (APAMO) 	Teri Perrine Ken Rosenfeld James Mitchell Mary Gordon	(360) 753-4137 (202) 626-3020 (206)626-3168	Shari Winstead Doris McConnell Keith McGlashan Doris McConnell	Rob Beem Rob Beem
Puget Sound Partnership <ul style="list-style-type: none"> • Ecosystem Coordination Board • Regulatory Subcommittee • Funding Committee 	Tammy Owings Libby Hudson	(360) 464-1229 (360) 464-1227	Will Hall Will Hall Will Hall	Uki Dele, Rika Cecil
Puget Sound Regional Council <ul style="list-style-type: none"> • Executive Board & Operations Cttee • Growth Management Policy Board • Transportation Policy Board • Transit Oriented Development Advisory Board 	Sylvia Nelson Lori Jacobs Lyset Cadena Doreen Booth	(206) 464-7518 (206) 971-3284 (206) 433-7169 (206) 433-7147	 Chris Roberts – alternate Chris Eggen – alternate Chris Roberts – alternate	Scott MacColl Scott MacColl, Kurt Seeman - Scott MacColl
Regional Law, Safety and Justice	Lyset Cadena	(206) 433-7169	Jesse Salomon	Scott MacColl
Regional Water Quality Cttee (RWQC)	Doreen Booth	(206) 433-7147	Doris McConnell	Uki Dele, Rika Cecil
SeaShore Transportation Forum	Wes Edwards	(206) 477-3812	Doris McConnell / Chris Eggen	Scott MacColl, Kurt Seeman
Solid Waste Advisory Committee (SWAC)	Diane Yates		Chris Eggen	Scott MacColl
Sound Transit North Corridor Leadership Group	Patrice Hardy	(206) 689-4928	Keith McGlashan / Chris Eggen	Scott MacColl, Kurt Seeman

Committee	Contact	Phone	Member	Staff Assistance & Copies
Sound Cities Association <ul style="list-style-type: none"> • General • Board • Public Issues Committee <ul style="list-style-type: none"> - South Central Action Area Caucus Group 	Kristy Burwell Deanna Dawson Doreen Booth De'Sean Quinn	(206) 433-7168 (206) 433-7147 (206) 477-5417	All Chris Eggen Chris Roberts / Chris Eggen alternate Chris Eggen	CM, ACM, Scott MacColl Council copies (FYI), CM, Scott MacColl
Shoreline Water District Liaison				Dan Repp
WRIA 8 & WRIA 9	Linda Grob	(206) 296-8016	Jesse Salomon / Chris Eggen - alternate	Uki Dele, Rika Cecil