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May 17, 1999

CITY OF SHORELINE

SHORELINE CITY COUNCIL SUMMARY MINUTES OF WORKSHOP MEETING

Monday, May 17, 1999
6:30 p.m.

Shoreline Conference Center
Mt. Rainier Room

PRESENT: Mayor Jepsen, Deputy Mayor Montgomery, Councilmembers Gustafson, Hansen, King, Lee and Ransom

ABSENT: None

1. CALL TO ORDER

The meeting was called to order at 6:30 p.m. by Mayor Jepsen, who presided.

2. FLAG SALUTE/ROLL CALL

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

3. CITY MANAGER'S REPORT

Robert Deis, City Manager, distributed information to illustrate how people will be able to access the results of the Annexation Area A-2 election via the City's web page.

Mr. Deis mentioned that Councilmember Gustafson is now serving on the Human Services Roundtable.

In response to Mr. Deis, Council chose Deputy Mayor Montgomery and Councilmembers Hansen and King for registration as voting delegates for the Association of Washington Cities Annual Business Meeting.

Kristoff Bauer, Assistant to the City Manager, reported on the Woodway Highlands project. He noted the addition of a potential permanent secondary access on the north side of the development and the addition of a potential temporary construction access at the southeast corner of the development. He said City staff has requested a conditioned construction route to divert construction traffic from 15th Avenue NW. Finally, he explained that the Town of Woodway is planning to use mitigation funds from the siting of a wastewater treatment plant at Point Wells to purchase lots in the Woodway Highlands development for preservation as open space.

Mayor Jepsen advocated that the City oppose the potential temporary construction access at the southeast corner of the development. He said Edmonds should address the surface

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water utilities preventing the designation of 237th and 238th Streets as a temporary construction access. He asserted that Shoreline is accepting a share of the traffic generated by the development and that Edmonds should do the same. He noted that 237th and 238th Streets could also be used as permanent emergency access to Woodway Highlands. Councilmember Gustafson agreed.

Mayor Jepsen and Councilmember Gustafson expressed their support for the potential permanent secondary access on the north side of the development.

Rachael Markle, Grants Specialist, reported that the Public Works Department has received \$477,000 in grants through the federal Hazard Elimination Systems Program. She went on to name other staff participants on the grant-writing team, including Chuck Purnell of Public Works and Kirk McKinley of Planning and Development Services.

Councilmember Ransom arrived at 6:45 p.m.

Mike Gillespie, City Engineer, discussed the two pedestrian safety improvement projects for which the City received grant funds. The first project addresses 15th Avenue NE at NE 152nd Street and at NE 170th Street. The second project addresses Aurora Avenue near the intersections of 152nd Street, 165th Street and 181st Street. Mr. Gillespie noted that the State has committed an additional \$400,000 of federal funds that it receives to enhance the pedestrian safety improvements on Aurora Avenue.

In response to Councilmember Gustafson, Mr. Deis said the State Legislature is no longer considering the City's request for \$10 million of funding under Referendum 49.

Councilmember Gustafson mentioned Governor Gary Locke's proposal to make \$7 million in grants available on a competitive basis for school security and anti-violence programs. He asserted the City's competitiveness for such funding. Mr. Deis pointed out that the School District has been trying to identify a grant funding source to expand the School Resource Officer (SRO) program to high schools.

In response to Councilmember Lee, Mr. Gillespie said staff intends to complete the recently-funded safety improvement projects on 15th Avenue NE and Aurora Avenue by next summer.

4. COUNCIL REPORTS

Councilmember Lee advised that the newly-created Information Technology and Communication Steering Committee of the National League of Cities will meet in Denver, Colorado on May 21, 22 and 23. She identified Internet sales taxes as a key issue under consideration by the committee.

Councilmember King announced the election of Councilmember Hansen as the Shoreline representative to the board of the Suburban Cities Association (SCA).

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Councilmember Hansen reported that he and Councilmember King and Deputy Mayor Montgomery participated in a tour of a park facility in Enumclaw that included a baseball field, a skate park and a basketball court.

Councilmember Gustafson praised the Parks, Recreation and Cultural Services Department's Summer Recreation Guide. He suggested that staff update Council in the near future on the work of the Shoreline Center Athletic Facility Design Team. Mr. Deis agreed.

Councilmember Hansen mentioned his attendance at the recent Puget Sound Regional Council (PSRC) meeting. He noted the SCA's objective, with regard to the restructuring of the PSRC, to insure that suburban cities do not lose any percentage of representation.

Mayor Jepsen said he met earlier in the afternoon with the new regional administrator of the Department of Transportation (DOT), who expressed his willingness to be an advocate for Shoreline. Next, Mayor Jepsen noted his comments, at a meeting between elected officials and King County Executive Ron Sims, that planning to meet housing goals must include necessary improvements to infrastructure and public transportation.

In response to Mayor Jepsen, Mr. Deis said he has not received any additional information from the County about its plan to require cities to pay for fire marshal services.

5. PUBLIC COMMENT: None

6. WORKSHOP ITEMS

(a) Status Report on City of Shoreline Y2K Project

Joe Meneghini, Finance Director, reviewed the staff report.

In response to Councilmember Lee, Mr. Deis said public fears concerning Y2K will be the most likely source of problems in Shoreline. He predicted that the Shoreline Police will be the most affected department in the City. He mentioned disruptions in electrical service as another potential problem.

In response to Councilmember Gustafson, Mr. Meneghini confirmed that the 1999 budget for the Information Services department included funds to address Y2K issues. Councilmember Gustafson suggested that staff research the legislation under consideration in Congress concerning immunity from prosecution for problems related to Y2K for provisions related to municipalities.

Mr. Deis noted staff plans to dedicate a significant portion of the July or October issue of the City newsletter to the Y2K problem.

(b) Implementing New Process of Allocating General Fund Human Services and Community Development Block Grant Funds

Rob Beem, Health and Human Services Manager, reviewed the staff report.

Mayor Jepsen supported the delay of the implementation of a two-year funding cycle for local and federal funds for human services to allow the City cycle to match that of the other cities participating in the North/East Funders group.

In response to Mayor Jepsen, Mr. Beem said the City notice regarding the next funding cycle will address the desired outcomes established in the City's Health and Human Services Strategy. He noted that the report specifically mentions senior services as well as a number of the services that the Center for Human Services (CHS) provides.

Mayor Jepsen advocated that staff research the alternatives to including Community Development Block Grant (CDBG) capital projects funds with other human services funding for competitive allocation. He asked that staff also consider options for maximizing CDBG home repair funding.

Councilmember King noted that she has received two calls in as many months from women needing short-term housing. Mr. Beem said human services providers know that housing for single adults, other than overnight shelters, is almost non-existent in King County. Councilmember King asked if the City could spend CDBG capital projects funds to buy a house in Shoreline to provide such housing.

In response to Councilmember King, Mr. Beem said the best thing City staff can do for small agencies is to assist them in preparing a funding application. He noted that citizen review committees look favorably on start-up agencies. Councilmember King expressed support for a two-year funding cycle.

Councilmember Ransom asserted that a two-year funding cycle is premature. He questioned the coordination of the City's funding allocation process with those of other cities. He also questioned the consolidation of the City's human services funding into one competitively-allocated pool. He anticipated a fragmentation of services. He expressed concern that the composition of the citizen review committee could affect the funding for programs that serve unique populations (e.g., the Shoreline/Lake Forest Park Senior Center). He advocated that the City include the funds for the Senior Center in the budget for the Parks, Recreation and Cultural Services Department. Finally, he supported Councilmember King's suggestion for a facility to provide short-term housing for adults. He noted a growing need for this in Shoreline.

Councilmember Lee noted the disparities between the needs assessment and the desired outcomes the City previously developed. Mr. Deis acknowledged this concern, and he mentioned Councilmember Lee's past point about the ambiguity of the desired outcomes. He commented that one of Mr. Beem's top priorities this year is to address the need for more specific program elements in the needs assessment and the desired outcomes.

Councilmember Lee supported the continuation of the annual funding cycle until the year 2001. She went on to assert the inefficiency of an annual funding cycle for human

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service providers, noting that senior staff must focus every year on preparing grant applications. She reiterated the need for a very clear needs assessment and desired outcomes.

In response to Councilmember Lee, Mr. Beem explained that each city participating in the North/East Funders group adds questions that are specific to its community to the common application.

Councilmember Gustafson suggested a contingency or emergency fund for human services. Mr. Deis recommended that the City allocate all of the funds it budgets for human services and, if an unexpected event occurs, draw on the General Fund contingency account.

Councilmember Hansen supported a two-year funding cycle for human services. He did not support the proposal for the City to purchase and staff a facility to provide short-term housing. He questioned whether the City could measure the demand for such services, and he opposed a City role that puts it in competition with human services providers.

Mayor Jepsen asserted that the City should partner with and fund human service providers to enable them to do the job that they do well.

Councilmember King commented that homelessness might be primarily a legislative problem. She asserted that the State is releasing people who need help from care facilities. She suggested that Council may want to include this issue on the City's legislative agenda next year.

Deputy Mayor Montgomery supported a two-year funding cycle for human services. She opposed participation on the citizen review committee of individuals directly tied to human services providers that are seeking funding. She supported the consolidation of City human services funds into one competitively-allocated pool. She commented that this will give the City better control and that it will not automatically result in fragmentation of services.

Mayor Jepsen recommended that the City require members of the citizen review committee to sign an affidavit of disclosure of conflict of interest. He cautioned that the \$50,000 in General Fund support that Council allocated for human services in 1999 is subject to change.

In response to Mayor Jepsen, Mr. Beem confirmed that the annexation election in Area A-2 will not significantly affect CDBG funding.

Councilmember Lee advocated that the City allocate that portion of the funding for the Senior Center that pays for recreation services under the budget for the Parks, Recreation and Cultural Services Department. Mr. Deis explained the staff proposal to include the funding for the Senior Center in the competitively-allocated pool as a way to keep the funding from becoming an entitlement and to foster competition.

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Councilmember Lee pointed out that Bellevue, Redmond and Kirkland each operates its own senior center. She asserted that the City contracts with the Shoreline/Lake Forest Park Senior Center to provide this portion of its recreation services.

Councilmember Ransom agreed that the Senior Center provides contract services for the City. He said none of the funding for the Senior Center should be included in the competitively-allocated pool. He clarified his support for a City homeless shelter, explaining that it may be less expensive in the long-run for the City to purchase a facility and to contract with a human services agency for its administration.

Mayor Jepsen clarified Councilmember Lee's intent to reserve the recreation-services-related portion of Senior Center funds; whereas, Councilmember Ransom suggested to reserve all of it.

Councilmember King noted that under recent Regional Finance and Governance proposals the County would fund human services for youth and senior citizens while the City would fund recreation services for these populations.

In response to Councilmember Hansen, Mr. Deis said the City would rely on Senior Center staff to distinguish recreation- and human-service-related costs.

Mayor Jepsen supported the inclusion of all of the funding for the Senior Center in the competitively-allocated pool. If Council wishes to consider a senior-oriented recreation program, he suggested that it do so within the budget for the Parks, Recreation and Cultural Services Department.

Councilmember Gustafson asserted that the competitive allocation of funds insures accountability.

Councilmember Lee pointed out that the City reviews the performance of the Shoreline Arts Council to insure that it provides the contract services the City funds. She went on to assert that the City has an obligation to fund recreation services for senior citizens.

Mayor Jepsen confirmed general Council agreement to proceed with the allocation process recommended by staff. He acknowledged that Councilmembers King, Lee and Ransom raised concerns about different aspects of the recommendation.

- (c) Objectives for Negotiations with the Town of Woodway and Snohomish County regarding Interlocal Agreements related to Land Use Coordination

Mr. Bauer briefly reviewed the staff report.

In response to Mayor Jepsen, Mr. Bauer acknowledged that, currently, Shoreline and Woodway share 205th Street as a common border only between 18th Avenue NW and 20th Avenue NW. Mayor Jepsen said the agreement should also address transportation issues (e.g., access, maintenance) related to the section of Point Wells that Woodway has annexed.

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In response again to Mayor Jepsen, Mr. Bauer commented that the negotiation of an interlocal agreement with Snohomish County is more pressing than that of an interlocal agreement with Woodway because Snohomish County will have siting authority over any wastewater facilities at Point Wells.

Councilmember Hansen pointed out that the City's border with Edmonds is longer than that with Woodway. Mr. Deis said the City will negotiate interlocal agreements with Edmonds and other neighboring cities after negotiating with Woodway and Snohomish County. He commented that Point Wells makes the negotiations with Woodway and Snohomish County more pressing.

Councilmember Lee expressed concern that an interlocal agreement with Woodway may be a "lost cause" given recent indications from Woodway. Noting the expense of retaining consultants to pursue negotiations, she questioned the likely benefits. Mr. Deis mentioned the Snohomish County policy advocating negotiation between jurisdictions with overlapping annexation authority. He said the City needs to make a good faith effort to engage Woodway, as well as Snohomish County, in order to be taken seriously by Snohomish County. Mayor Jepsen agreed.

Councilmember Hansen commented that many Woodway residents are very suspicious about the City's intentions for Point Wells. He said he tried to make clear, during his participation at the Woodway Planning Commission meeting on May 5, that Shoreline has no control over what happens with Point Wells. Mayor Jepsen agreed, noting that Chevron, as the sole landowner, has control over the annexation of Point Wells. He said the City must be able to show Snohomish County that it has taken the necessary steps should Chevron elect to annex to Shoreline.

In response to Mayor Jepsen, Mr. Bauer said the City will focus its initial efforts on dealing with the cross-border annexation policy. Staff will then make contacts with Snohomish County to begin working together on an interlocal agreement. Mr. Bauer said staff will work to develop an agreement with Woodway over a similar timeframe.

Consultant Reid Shockey, of Shockey/Brent, identified the Snohomish County Tomorrow Committee (SCT) as "a steering committee of jurisdictions in Snohomish County which meet under the umbrella of growth management to discuss mutual issues." He explained that the SCT is scheduled to discuss cross-county annexation policy at its meeting on May 26. He recommended that a Councilmember attend the meeting to represent the City.

Mr. Deis agreed to provide a list of SCT members and a list of speaking points to Council in advance of the meeting on May 26.

7. CONTINUED PUBLIC COMMENT

(a) Patrick Ducey, 19502 14th Avenue NE, suggested that the telecast of Council meetings include an identifying title block with the name and date of the

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meeting. He provided copies of a flyer that Unfinished Business distributed to residents of Area A-2.

(b) LaNita Wacker, 19839 8th Avenue NW, commented on the value of tolerance and understanding of differences between people. She advocated diversity training within the City to reduce the misunderstandings that cause violence.

(c) Danielle Frazel, 429 NE 190th Place, Shorewood High School student, said she sent an electronic mail message to the Seattle Mariners in which she opposed the development of the little league field at Shoreview Park because of the environmental damage it would cause. She read the following quote from the letter that Mariners Director of Public Information Rebecca Hill wrote to her in response: "In the meantime, the Mariners and Boeing are continuing to withhold any grant money until these serious environmental issues are satisfactorily resolved. The Shoreline grant does not require that this field is built at Shoreview Park, and we would be supportive of the exploration of alternate sites." Ms. Frazel advocated the consideration of alternate sites.

(d) Jennifer McLaughlin, 16023 Wallingford Avenue N, Shorewood High School student, read from Ms. Hill's letter to Ms. Frazel.

(e) Molly Nordstrand, 1329 N 167th Street, Shorewood High School student, expressed concern that fertilizer runoff from Shoreview Park could harm runs of endangered salmon in Boeing Creek. She advocated that the City develop the proposed little league field at another site.

Mayor Jepsen suggested that Shorewood High School students address the Shoreline School Board regarding other sites for the proposed little league field.

8. EXECUTIVE SESSION

At 9:00 p.m., Mayor Jepsen announced that Council would recess into executive session for 20 minutes. City Attorney Bruce Disend said the executive session would address two items of litigation.

At 9:19 p.m., the executive session concluded, and the workshop meeting reconvened.

9. ADJOURNMENT

At 9:20 p.m., Mayor Jepsen declared the meeting adjourned.

Sharon Mattioli, CMC
City Clerk

CITY OF SHORELINE

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

Monday, May 24, 1999
6:00 p.m.

Shoreline Conference Center
Highlander Room

PRESENT: Mayor Jepsen, Deputy Mayor Montgomery, Councilmembers Gustafson, Hansen, King and Ransom

ABSENT: Councilmember Lee

STAFF: Larry Bauman, Assistant City Manager; Rob Beem, Health and Human Services Manager; Paul Cornish, Capital Projects Manager; Sherri Dugdale, Code Enforcement Officer; Marty Gillis, Building Official; Ian Sievers, City Attorney; Tim Stewart, Planning and Development Services Director

The meeting convened at 6:20 p.m. All Councilmembers were present with the exceptions of Councilmember Ransom, who arrived later in the meeting, and Councilmember Lee.

Mayor Jepsen explained that the purpose of this dinner meeting is to allow Council to meet new City employees in a more informal setting. He went on to discuss his involvement in the incorporation of Shoreline his reasons for running for City Council.

Councilmember Ransom arrived at 6:25 p.m.

Assistant City Manager Larry Bauman introduced Ian Sievers, the new City Attorney, Rob Beem, the new Health and Human Services Manager, and Paul Cornish, Capital Projects Manager.

Planning and Development Services Director Tim Stewart introduced Marty Gillis, Building Official, and Sherri Dugdale, Code Enforcement Officer.

Deputy Mayor Montgomery and Councilmembers King, Ransom, Gustafson and Hansen each described her or his background and involvement in the community. Mr. Bauman noted that the Councilmembers have various committee assignments which also put demands on their time.

In response to Ms. Gillis, the Councilmembers discussed the time commitments related to their Council positions.

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The meeting adjourned at 7:20 p.m.

Larry Bauman
Assistant City Manager

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CITY OF SHORELINE

SHORELINE CITY COUNCIL SUMMARY MINUTES OF REGULAR MEETING

Monday, May 24, 1999
7:30 p.m.

Shoreline Conference Center
Mt. Rainier Room

PRESENT: Mayor Jepsen, Deputy Mayor Montgomery, Councilmembers Gustafson, Hansen, King and Ransom

ABSENT: Councilmember Lee

1. **CALL TO ORDER**

The meeting was called to order at 7:30 p.m. by Mayor Jepsen, who presided.

2. **FLAG SALUTE/ROLL CALL**

Mayor Jepsen led the flag salute. Upon roll call by the Deputy City Clerk, all Councilmembers were present, except Councilmember Lee.

Councilmember Gustafson moved that Council excuse Councilmember Lee. Councilmember King seconded the motion, which carried unanimously.

3. **REPORT OF CITY MANAGER**

Assistant City Manager Larry Bauman reported the results, as of Friday, May 21, of the Area A-2 annexation election: 123 votes in favor of annexation, 44 opposed. He said the County will conduct the final vote count this week and election certification is expected May 28.

In response to Councilmember Gustafson, Mr. Bauman estimated the total number of voters in Area A-2 at 500.

In follow up to Councilmember Gustafson's question during the Council meeting on May 17, Mr. Bauman discussed proposed federal legislation concerning immunity for municipalities from lawsuits regarding the Y2K computer problem. He said Senate Bill 96 stalled on the floor of the Senate last week; whereas, House Resolution 775 passed the House of Representatives. The National League of Cities has stated that the Clinton Administration does not support either bill; however, negotiations are continuing.

Next, Mr. Bauman advised that the State legislature has approved "safe schools" legislation that will make \$7 million in grant funds available to school districts. He noted that Governor Locke is expected to sign the legislation. In response to Councilmember

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Gustafson, he said it is not clear at this time whether the City could apply for funding under the program.

Kristoff Bauer, Assistant to the City Manager, said Seattle Mayor Paul Schell nominated him to fill the position created on the Seattle Rate Advisory Committee to represent suburban cities. Mr. Bauer presented the committee's work plan, which includes a discussion of whether Seattle City Light should "surcharge rates in suburban cities" by eight percent.

Finally, Mr. Bauman noted that City Attorney Bruce Disend is leaving the City, and he introduced Ian Sievers, the new City Attorney.

4. REPORTS OF BOARDS AND COMMISSIONS: None

5. PUBLIC COMMENTS: None

6. APPROVAL OF THE AGENDA

Councilmember Hansen moved that Council approve the agenda with one amendment: moving item 9 (a) to the consent calendar as item 7 (c). Deputy Mayor Montgomery seconded the motion, which carried unanimously, and the agenda, as amended, was approved.

7. CONSENT CALENDAR

Councilmember Ransom moved that Council approve the consent calendar.

Mayor Jepsen noted a discrepancy between the \$120,000 stipulated for the Housing Repair Program in the title of item 7 (c) on the agenda and the \$74,000 program amount identified in the staff report on page 26 of the Council packet. Mr. Bauman advised that the \$74,000 amount is correct.

Councilmember Ransom amended his motion to correct the Community Development Block Grant allocation for the Housing Repair Program from \$120,000 to \$74,000. Councilmember Hansen seconded the amended motion, which carried 6-0, and the following items were approved:

**Workshop Minutes of May 3, 1999
Dinner Meeting Minutes of May 10, 1999
Regular Meeting Minutes of May 10, 1999**

Approval of Expenses and Payroll as of May 14, 1999 in the amount of \$470,254.35

Motion to reauthorize the City's pass-through status and confirm Community Development Block Grant allocations for the year 2000 (\$51,388

for public service projects; \$45,109 for planning and administration; \$74,000 for the Housing Repair Program; and \$146,616 for capital projects) and to authorize the City Manager to execute the King County certification form to reflect these amounts

8. ACTION ITEMS: PUBLIC HEARINGS

- (a) Public hearing to consider citizens’ comments regarding Ordinance No. 194, which was passed on April 26, 1999 and extended the moratorium on acceptance for and issuance of land use, building and development permits for adult retail uses

Mr. Disend briefly reviewed the staff report.

Mayor Jepsen opened the public hearing.

Seeing no one wishing to speak, **Councilmember Hansen moved that Council close the public hearing. Councilmember Gustafson seconded the motion, which carried unanimously.**

9. ACTION ITEMS: OTHER ORDINANCES, RESOLUTIONS AND MOTIONS:
None

10. CONTINUED PUBLIC COMMENTS: None

11. ADJOURNMENT

At 7:45 p.m., Mayor Jepsen declared the meeting adjourned.

Ruth Ann Rose
Deputy City Clerk

CITY COUNCIL AGENDA ITEM
CITY OF SHORELINE, WASHINGTON

AGENDA TITLE: Approval of Expenses and Payroll as of June 7, 1999
DEPARTMENT: Finance
PRESENTED BY: Al Juarez, Financial Operations Supervisor 

EXECUTIVE / COUNCIL SUMMARY

It is necessary for the Council to approve expenses formally at the meeting. The following claims expenses have been reviewed by C. Robert Morseburg, Auditor on contract to review all payment vouchers.

RECOMMENDATION

Motion: I move to approve Payroll and Claims in the amount of \$428,389.60 specified in the following detail:

Payroll and benefits for May 2 through May 15, 1999 in the amount of \$215,509.61 paid with ADP checks 2873-2929, vouchers 200001-200101, benefit checks 000517-000522 and

the following claims examined by C. Robert Morseburg paid on May 14, 1999:

Expenses in the amount of \$41,613.57 paid on Expense Register dated 5-14-99 with the following claims checks: 000373-000412 and

Expenses in the amount of \$85,735.01 paid on Expense Register dated 5-14-99 with the following claims checks: 000414-000440 and

the following claims examined by C. Robert Morseburg paid on May 21, 1999:

Expenses in the amount of \$418.54 paid on Expense Register dated 5-21-99 with the following claims check: 000442 and

Expenses in the amount of \$8,986.11 paid on Expense Register dated 5-21-99 with the following claims checks: 000444-000464 and

Expenses in the amount of \$15,205.57 paid on Expense Register dated 5-21-99 with the following claims checks: 000466-000488 and

Expenses in the amount of \$60,921.22 paid on Expense Register dated 5-21-99 with the following claims checks: 000490-000511.

Approved By: City Manager _____ City Attorney _____

CITY COUNCIL AGENDA ITEM
CITY OF SHORELINE, WASHINGTON

AGENDA TITLE:	Approve additional revenue and expenditure authority and approve expanded Skyhawks Sports Academy contract.
DEPARTMENT:	Parks, Recreation and Cultural Services Department
PRESENTED BY:	Wendy Barry, Director 

EXECUTIVE / COUNCIL SUMMARY

Your Council approved the 1999 Parks, Recreation and Cultural Services budget including \$36,665 in revenue and \$42,148 in expenditure authority for a professional service contract with Skyhawks Sports Academy to provide summer youth sports camps.

The 1999 budget request included a total of eight sports camps to be provided by the sports camp contractor. Due to increased demand and popularity of these recreation opportunities, three additional summer camps and a new After-School sports program are proposed.

The City of Shoreline began contracting with the Skyhawks Sports Academy in 1997. A total of seven sports camps were offered in 1997 to Shoreline youth. The Skyhawks Sports Academy had an excellent reputation for providing high quality sports programs in adjacent communities. The contract with the Skyhawks Sports Academy required them to provide instructional staff, supplies, and specialized equipment for each camp. This reduced the start up and capital costs to the City. It also allowed Shoreline youth to access a broader offering of camps than would otherwise be practical or feasible for the City to provide.

The response to the offerings in 1997 was very positive with 373 children registered for sports camps. One additional camp was offered in 1998 and 444 children registered for camps. Four additional program offerings are proposed for 1999 with a total of 684 projected to register. Summer sports camp program offerings for 1999 will include golf, flag football, basketball, roller hockey, soccer, baseball and girl's softball. The four new program offerings that are proposed include golf, flag football and girl's softball camps and an After-School Sports program.

The proposed After-School sports program will offer coed soccer this fall and coed basketball this winter. This program provides another after-school opportunity for youth to make a connection in the community. This is in alignment with the Council goal to support youth and provide them will equal access to City programs.

The Department has sufficient resources available to register and to provide the necessary support services to this program. No additional programming staff will be necessary to support this program.

The revenues for this contracted program exceed expenditures. Total impact to the Parks, Recreation and Cultural Services budget will be a net revenue gain of \$840. All net revenue would be used to offset the City's administrative overhead to support this program. The Skyhawks Sports Academy contract is structured to provide 10% of all revenues collected to remain with the City. This department budget is located in the General Fund. The table below outlines the budget impacts of the expanded Skyhawks Sports Camp contract.

	1999 Budget	Impact of Ord. 197	Net Change
Revenue	\$ 36,665	\$ 53,580	\$ 16,915
Expenditures	32,148	48,223	16,075
Net Revenue	\$ 4,517	\$ 5,357	\$ 840

RECOMMENDATION

Staff recommends that your Council adopt Ordinance 197 (increasing revenue by \$16,915 and expenditure authority by \$16,075 in the Parks, Recreation and Cultural Services Department budget) and authorize the City Manager to enter into a contract between the City of Shoreline and Skyhawks Sports Academy not to exceed \$49,000.

Approved By: City Manager LB City Attorney 5

ATTACHMENTS

Ordinance 197

ORDINANCE 197

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SHORELINE,
WASHINGTON, AMENDING ORDINANCE NO. 184 AS AMENDED, BY
INCREASING THE APPROPRIATION FROM THE GENERAL FUND AND
AUTHORIZING EXPENDITURES FOR THE SKYHAWKS SPORTS ACADEMY**

WHEREAS, the 1999 Budget was adopted in Ordinance No. 184; and

WHEREAS, the 1999 Budget included funding for the Skyhawks Sports Academy to provide summer youth sports camps; and

WHEREAS, the City has received notification of increased interest from citizens in the SkyHawks Sports Academy and is therefore expanding the availability of the sports camps to meet the increased demand; and

WHEREAS, the City will need to amend the 1999 budget to increase revenues and expenditures for the program expansion; 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;

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

Section 1. Amending Section 2 of Ordinance No. 184. The City hereby amends Section 2. of Ordinance No. 184, as amended, the 1999 Annual Budget, by increasing the appropriation from the General Fund by \$16,915 to \$22,516,106 and by increasing the Total Funds appropriation to \$54,619,319 as follows:

General Fund	\$ 22,499,191	\$ 22,516,106
Development Services Fund	2,846,447	
Street Fund	3,991,121	
Arterial Street Fund	594,860	
Surface Water Mgmt. Fund	5,178,777	
General Capital Fund	7,248,574	
Roads Capital Fund	8,423,181	
Surface Water Capital	1,092,850	
General Reserve Fund	1,583,084	
Asset Depreciation Fund	721,835	
Equipment Rental Fund	147,983	
Unemployment Fund	44,042	
Advance Travel Fund	5,460	
Agency Fund	225,000	
Total Funds	\$ 54,602,405	\$ 54,619,319

Section 2. Funds for SkyHawks Sports Academy. The City Manager is hereby authorized to receive an additional \$16,915 in revenue in the General Fund and expend an additional \$16,075 in the Parks, Recreation, and Cultural Services Department for the SkyHawks Sports Academy.

Section 3. Net Impact on the General Fund. This ordinance increases the resources for the General Fund by \$16,915, increases the expenditure authority for the General Fund by \$16,075, and increases the budgeted ending fund balance to \$66,551 for a net increase of \$840.

Section 4. 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 5. Effective Date. A summary of this ordinance consisting of its title shall be published in the official newspaper of the City and shall take effect and be in full force five (5) days after the date of publication.

PASSED BY THE CITY COUNCIL ON JUNE ____, 1999.

Mayor Scott Jepsen

ATTEST:

APPROVED AS TO FORM:

Sharon Mattioli
City Clerk

Ian Sievers
City Attorney

Date of Publication: _____, 1999

Effective Date: _____, 1999

CITY COUNCIL AGENDA ITEM
CITY OF SHORELINE, WASHINGTON

AGENDA TITLE:	Adoption of an Interlocal Agreement with the Shoreline Wastewater Management District to Provide Wastewater Facility Maintenance and Repair Service for City of Shoreline Facilities.
DEPARTMENT:	Public Works
PRESENTED BY:	Bob Wagner, Facilities Coordinator <i>BW</i>

EXECUTIVE / COUNCIL SUMMARY

When the City accepted transfer of park properties from King County in 1997 we received the Richmond Beach Saltwater Park which because of its low elevation of its restrooms must use lift pumps to bring wastewater up to the main sewer lines. Currently, the City has no formal arrangement with a wastewater service provider for maintenance or emergency repair of these facilities. The City operates three sewage lift (pump) stations at Richmond Beach Saltwater Park. These pumps service the lower restroom, the upper restroom and the Park's caretaker residence. Staff has not been able to acquire any written historical documentation from King County relating to the maintenance practices or physical condition of the system. Through discussions with King County staff, however, it was discovered that the system has experienced numerous breakdowns and other repair problems such as plugging up on a regular basis. An inspection of the system with the Shoreline Parks Supervisor and Shoreline Wastewater Management District (SWMD) staff has revealed that the pumps and system have had little or no preventive maintenance.

Richmond Beach Saltwater Park is one of the most heavily used parks in our Parks System. The three lift stations require an ongoing inspection and services program in addition to repair of failures. The Richmond Highlands Recreation Center and Shoreline Police Station also have periodic needs for service, as do all facilities in the City's inventory. The main focus of this proposed agreement is to service the three pumps at Richmond Beach. However, it provides the City with the added ability of contracting with Shoreline Wastewater for response to any unforeseen needs that may appear.

Repair service is being provided temporarily by SWMD on an as-needed basis. SWMD has been very supportive and responsive to requests by the City of Shoreline for wastewater system repair. To date, that has included repairs at Richmond Beach Park and the Shoreline Police Station.

SWMD is the local sanitary sewer service provider in the area with the necessary staffing, equipment and expertise to provide effective inspection service and maintenance of the City's facilities. Staff is recommending that the City enter into an

interlocal agreement with SWMD to begin upon Council approval. The agreement will provide services including repair, maintenance and regular inspections of the facilities in Richmond Beach Park per their proposal, and other City-owned facilities such as the Police Station, Richmond Highlands Recreation Center and other park facilities on an as-needed basis. Adequate funding exists within the department's current 1999 budget for maintenance and repair.

Staff contacted three pump maintenance companies with one response from PACO Pumps with a cost estimate for the same scope of work of \$18,000. SWMD's proposal is for an annual cost of \$5,425 to provide maintenance service to Richmond Beach Park and a contingency amount of \$5,000 allowance to cover any unforeseen repairs at Richmond Beach or other facilities. Additional unforeseen repairs will be invoiced utilizing Shoreline Wastewater schedule of rates.

RECOMMENDATION

Staff recommends that your Council authorize the City Manager to execute an interlocal agreement to begin upon Council approval with the Shoreline Wastewater Management District to provide wastewater facility maintenance and repair service for City of Shoreline Facilities.

Approved By: City Manager LB

City Attorney LS

CITY COUNCIL AGENDA ITEM
CITY OF SHORELINE, WASHINGTON

AGENDA TITLE:	Authorize the City Manager to Execute a Professional Services Agreement with OTAK, Inc., for Completion of the Ronald Bog Sub Basin Study for an amount not to exceed \$170,000.
DEPARTMENT:	Public Works
PRESENTED BY:	Michael A. Gillespie, City Engineer

EXECUTIVE / COUNCIL SUMMARY

On November 9, 1998, your Council adopted the City's first Capital Improvement Program (CIP). This CIP includes three surface water projects in the Ronald Bog (Park) Sub Basin within the Thornton Creek watershed. These projects are: Ronald Bog Drainage Improvements, North 175th Street at Serpentine Place, and NE 175th Street at 11th Avenue NE. All three projects will ultimately address local flooding of public and private property in the vicinity of these locations.

Staff recommends grouping these projects together for one study as they are hydraulically linked within the Ronald Bog sub basin (See Attachment A for project locations: #4, #6, #9). In other words, work done to the upstream locations (175th Street and Serpentine/11th Ave NE) will impact the downstream project site at Ronald Bog. Additionally, the Ronald Bog improvements will have downstream impacts to Thornton Creek all the way down to Lake Washington (See Attachment B).

The steps to create alternatives to solve the flooding problems at these locations include:

1. Investigation of previous studies performed at these sites by King County.
2. Performance of hydrologic/hydraulic modeling of the Ronald Bog Sub Basin.
3. Work with a technical advisory committee of water resources and habitat professionals to study alternatives to solve the Sub Basin flooding issues.
4. Educate citizens of our process through newsletters, public meetings, and a Citizen Advisory Committee. These public participation tools will also provide the City a way to find out more information about the Ronald Bog Sub Basin and its flooding issues.

This work will be called the Ronald Bog Sub Basin Study and is to be completed by the end of 1999. Selection of design alternatives and construction could begin in 2000, continuing into 2001 and possibly 2002 depending on the alternatives chosen for construction.

Thornton Creek is a shared resource as one-third of the watershed, including the headwaters of the stream's North Fork, is in Shoreline (north of 145th Street). The remaining two-thirds of the watershed is downstream in Seattle (See Attachment B for a Thornton Creek Watershed Map including the Ronald Bog Sub Basin). As any work the City performs in the watershed will affect Seattle downstream, staff recommends that our Ronald Bog Sub Basin Study process include input from Seattle staff and representation on the Citizen Advisory Committee by a Seattle citizen. The remainder of the public involvement process is discussed in the body of this report.

After a review and evaluation of qualifications, the City has chosen OTAK, Inc. as the consultant to complete and facilitate the activities outlined above. OTAK was chosen from a group of four consultants that responded to the City's Request for Proposals (RFP). Based on interviews and OTAK's experience, engineering expertise and abilities, this firm was chosen.

Staff recommends that your Council authorize the City Manager to execute a contract agreement with OTAK in an amount not to exceed \$170,000. There is \$175,000 available in the adopted 1999 Capital Improvement Program for this Study. Staff will return to your Council with updates as the Study progresses.

RECOMMENDATION

Staff recommends that your Council authorize the City Manager to execute a professional services agreement with OTAK, Inc., for completion of the Ronald Bog Sub Basin Study for an amount not to exceed \$170,000.

Approved By: City Manager LB City Attorney ✓

BACKGROUND

Upon adoption of the City's first Capital Improvement Program (CIP) on November 9, 1999, staff began to formulate how it would address the three flooding related projects in the Ronald Bog Sub Basin of Thornton Creek. The three projects include Ronald Bog (Park) Drainage Improvements, NE 175th Street at Serpentine Place, and North 175th Street at 11th Ave NE. As the three projects are hydraulically linked with the Ronald Bog Sub Basin, staff recommends investigating solutions to solve each project with one study, the Ronald Bog Sub Basin study (See attachment A which is page 59 from the adopted CIP to see project locations #4, #6, #9).

The goal of this study is to determine a range of alternatives to control flooding in the Ronald Bog Sub Basin (See Attachment B for a visual of the Thornton Creek Watershed and the Ronald Bog Sub Basin). However, this must be done without increasing stream flows to Seattle which is downstream of Ronald Bog.

The Ronald Bog Study will consist of:

- Analysis of previous studies regarding flooding at Ronald Bog.
- Hydraulic/hydrologic modeling of the Ronald Bog Sub Basin.
- Creation of a Citizen Advisory Committee and Public Involvement Program
- Creation of a Technical Advisory Committee of Water Resources/Habitat professionals
- Development of an array of alternatives to address flooding in the Ronald Bog Sub Basin.

Citizen Involvement

The Ronald Bog Sub Basin Study will include a high level of citizen involvement. Staff recommends a four pronged approach.

- Project Newsletters to all Ronald Bog Sub Basin residents (3)
- Citizen Advisory Committee meetings(3)
- Public Open House meetings (2)
- Technical Advisory Committee meetings (3)

Newsletters: The project newsletters will be sent out periodically during the Study's process. The first newsletter will inform residents in the Ronald Bog Sub Basin of the Study, its goals, and how residents can become involved in the Study's process. The first newsletter will include a questionnaire that asks citizens for information regarding flooding and other water issues of concern in the Sub Basin. Citizens will also be asked if they would like to sit on the Citizen Advisory Committee. The first newsletter will also tell residents when the first Ronald Bog Sub Basin Study public meeting will be held.

The second and third newsletters will summarize the issues learned from the first public meeting, and will present the options or alternatives to solve flooding issues in the Sub Basin.

Citizen/Technical Advisory Committee: The Citizen Advisory Committee and Technical Advisory Committee's members will meet together and act as one advisory committee of approximately eleven participants. If necessary, either the Citizen Advisory Committee or the Technical Advisory Committee may meet separately as a sub-committee to work on Study issues.

Citizen Advisory Committee: As previously mentioned, Citizen Advisory Committee (CAC) members will be solicited in the first newsletter to be sent to all Sub Basin residents. Staff recommends selection of three Sub Basin residents. Staff also recommends that a citizen from Seattle sit on the advisory committee as any work resulting from the Study in the Ronald Bog Sub Basin will affect downstream residents in Seattle. Staff recommends soliciting a Seattle resident from the Thornton Creek Watershed Management Committee (TCWMC), a group actively creating a basin plan for Thornton Creek. From the responses gathered from citizens and the TCWMC, staff would recommend the four-member Citizen Advisory Committee and return to your Council for approval of the group.

The role for the CAC is to relay citizen issues regarding flooding, habitat, and other related concerns to the Technical Advisory Committee. Through meeting with the Technical Advisory Committee members, CAC members will understand how technical solutions will address their issues in relation to cost and equity for all Shoreline citizens. The CAC will meet approximately three times during the Study.

Technical Advisory Committee: This advisory committee will be made up of water resources and salmon/wildlife habitat experts. Those invited to be on the committee should include members from: the Washington Department of Fish and Wildlife, Army Corp of Engineers, City of Seattle, the State Department of Transportation, and the Muckleshoot Indian Tribe. Staff recommends inviting a Muckleshoot Indian Tribe staff member to sit on the Technical Advisory Committee because they have shown an interest in the City's Capital Improvement Program and the adopted projects within the Thornton Creek Basin.

As mentioned, the Technical Advisory Committee will meet jointly with the Citizen Advisory Committee on most occasions in order to hear directly what the citizen's issues are. The Technical Advisory Committee will also provide a reality check on what is feasible and cost effective as solutions to the flooding in the Ronald Bog Sub Basin. The Technical Advisory Committee will meet approximately three times during the Study.

Public Open House Meetings: Two public meetings will be held in the Ronald Bog Sub Basin to inform citizens of the City's Study and to gain information from citizens regarding their issues in the Sub Basin. These meetings will provide a Study input opportunity to all Shoreline residents. The meetings will be advertised in the Study's newsletters, the Shoreline Enterprise, and the City's web page.

Consultant Selection

Staff began the consultant selection process for the study by issuing a Request for Proposals (RFP) on February 3, 1999. A total of four firms responded with proposals,

and staff chose two firms for an interview: ENTRANCO and OTAK, Inc. OTAK, Inc. was chosen based on the following criteria: consultant's experience performing hydraulic/hydrologic modeling and civil engineering expertise; demonstrated ability to perform work within an established budget and schedule; and experience working with, and educating, citizens and neighborhood/special interest groups.

The City and OTAK, Inc. are reaching final agreement on the scope of services for the Ronald Bog Sub Basin Study based on the tasks outlined above. In 1999, a total of \$175,000 is available for the Ronald Bog Sub Basin Study (See Attachment C for the Capital Improvement Program Summary of Surface Water Expenditures). No funds were budgeted in 1999 for the NE 175th Street @ 11th Ave NE project, however, 1999 funds for the other two projects will cover the total cost of the Ronald Bog Sub Basin Study. Staff recommends that your Council authorize the City Manager to execute a professional services agreement with OTAK, Inc. to perform the Ronald Bog Sub Basin study for an amount not to exceed \$170,000.

Project Schedule

Staff expects to complete the Ronald Bog Sub Basin Study by the end of 1999. However, the National Marine Fisheries Service (NMFS) has yet to issue their Interim 4(d) rule resulting from the Chinook salmon Endangered Species Act listing in March of 1999. Staff expects that the rule will affect surface water related projects by lengthening their timeframe and increasing their costs by tightening regulations and enhancing State permitting processes.

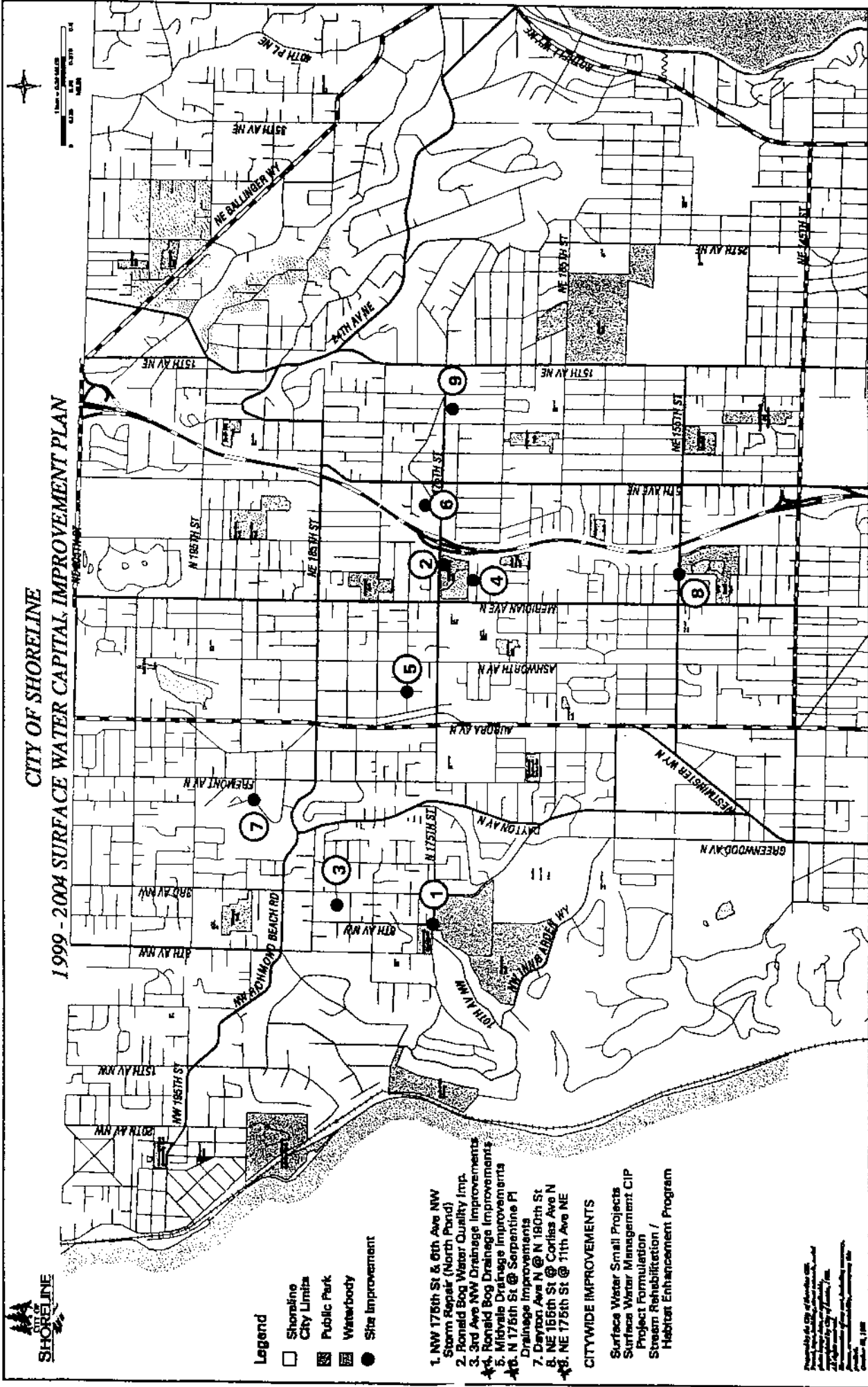
Staff will return to your Council to update you of the Study's progress. Staff will also return to your Council at the end of this year to discuss the Study's findings and various alternatives that have been developed based on the Sub Basin's hydraulic modeling and citizen feedback.

RECOMMENDATION

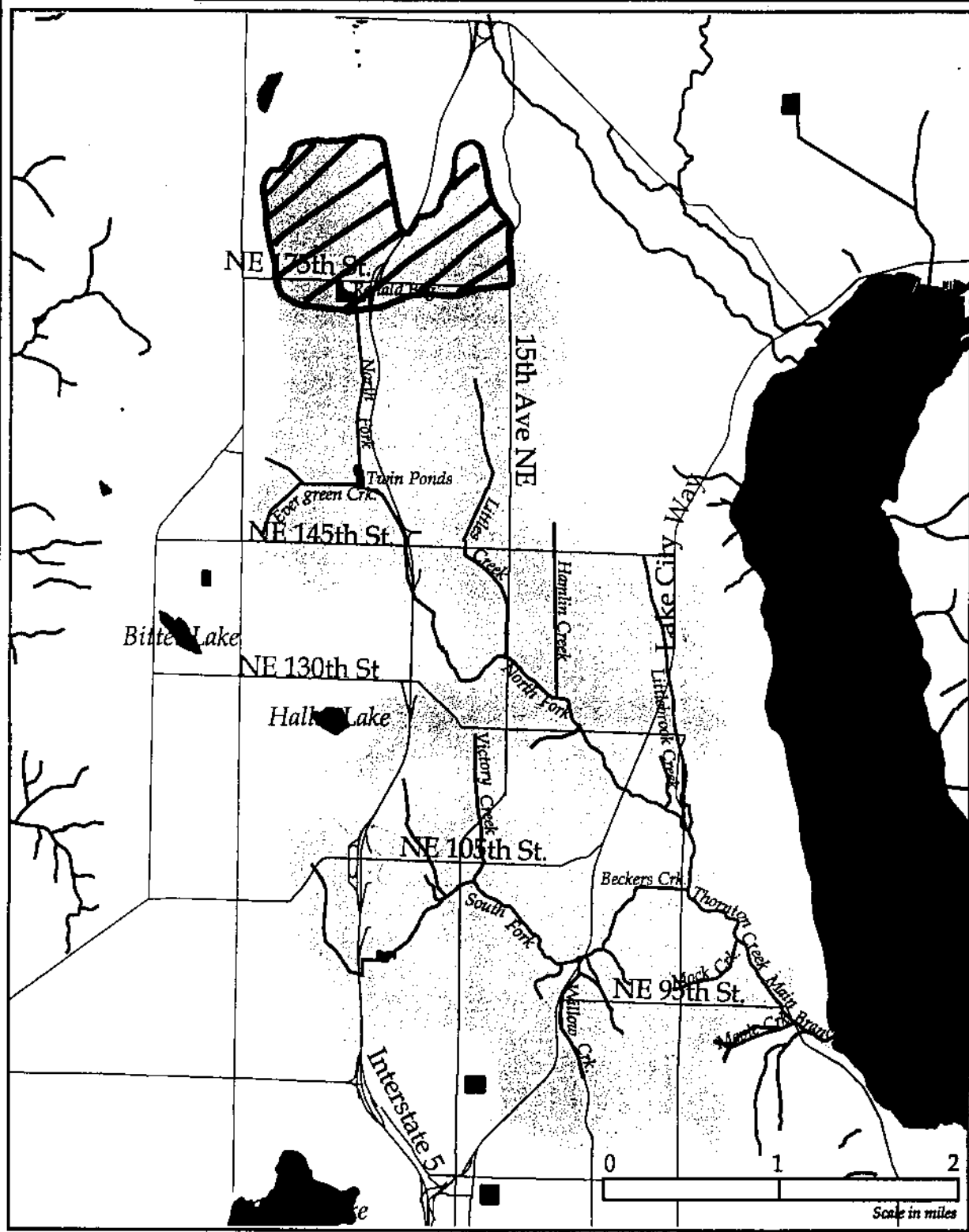
Staff recommends that your Council authorize the City Manager to execute a professional services agreement with OTAK, Inc., for completion of the Ronald Bog Sub Basin Study for an amount not to exceed \$170,000.

ATTACHMENTS

Attachment A: Capital Improvement Plan Map of Surface Water Account Projects
Attachment B: Thornton Creek Watershed and Ronald Bog Sub Basin
Attachment C: Capital Improvement Plan Summary of Surface Water Account Expenditures



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Stream Names

Data Source: City of Seattle & King County

Freeways and Main Roads

Streams

Bodies of Water

Thornton Creek Watershed

Ronald Bog
Sub Basin



City of Shoreline 1999 - 2004 Capital Improvement Plan
Summary Expenditures
Surface Water Account

Project	Previous Expenditures	1998 Budget	1999	2000	2001	2002	2003	2004	1999 thru 2004
Currently Funded Projects									
NW 175th Street and 6th Avenue NW Storm Damage Repair: (Boeing Creek Regional Pond)	\$466,213	\$466,213	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Surface Water Small Projects	\$500,000	\$500,000	\$500,000	\$300,000	\$200,000	\$200,000	\$200,000	\$200,000	\$1,900,000
Ronald Bog Water Quality Improvements	\$0	\$42,850	\$42,850	\$0	\$0	\$0	\$0	\$0	\$42,850
Conveyance and Treatment Projects									
SWM CIP Project Formulation	\$0	\$0	\$50,000	\$50,000	\$30,000	\$30,000	\$30,000	\$30,000	\$220,000
* Ronald Bog Drainage Improvements	\$0	\$0	\$125,000	\$640,000	\$1,525,000	\$0	\$0	\$0	\$2,290,000
3rd Avenue NW Drainage Improvements	\$0	\$0	\$300,000	\$735,000	\$0	\$0	\$0	\$0	\$1,035,000
* North 175th Street @ Serpentine Place	\$0	\$0	\$50,000	\$400,000	\$855,000	\$0	\$0	\$0	\$1,305,000
Midvale Avenue North Drainage Improvements	\$0	\$0	\$0	\$0	\$200,000	\$250,000	\$1,000,000	\$0	\$1,450,000
* NE 175th Street @ 11th Avenue NE	\$0	\$0	\$0	\$0	\$15,000	\$285,000	\$185,000	\$0	\$485,000
Dayton Avenue North @ North 190th Street	\$0	\$0	\$0	\$0	\$15,000	\$60,000	\$310,000	\$0	\$385,000
NE 155th Street at Corliss Avenue North	\$0	\$0	\$0	\$0	\$0	\$15,000	\$55,000	\$280,000	\$350,000
Stream Rehabilitation / Habitat Enhancement									
Stream Rehab / Habitat Enhancement Program	\$0	\$0	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$150,000
Public Works Staff		\$61,009							
Total Expenditures by Year	\$966,213	\$1,070,072	\$1,092,850	\$2,350,000	\$2,965,000	\$865,000	\$1,805,000	\$535,000	\$9,612,850

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