Council Meeting Date: April 10, 2000 **Agenda Item: 2(a)**

CITY COUNCIL AGENDA ITEM

CITY OF SHORELINE, WASHINGTON

AGENDA TITLE:	Presentation of Commendations for Shoreline Library Board Members Yoshiko Saheki and Susanna Johnson
DEPARTMENT:	City Council
PRESENTED BY:	Mayor Scott Jepsen LB (for)

EXECUTIVE / COUNCIL SUMMARY

Yoshiko Saheki and Susanna Johnson are two of the original Shoreline Library Board members who were appointed by Council to serve four-year terms that expired on March 31, 2000. These terms have been completed, and both Yoshiko Saheki and Susanna Johnson have declined to seek a second term. Your Council expressed the desire to commend both of these former Library Board members for their service to the community, and they have agreed to be present at this meeting to accept their commendations.

RECOMMENDATION

No action is required by Council. The Mayor will present these commendations.

ATTACHMENTS

A: Commendation for Yoshiko Saheki
B: Commendation for Susanna Johnson

Approved By: City Manager LB City Attorney N/A

ATTACHMENT A

COMMENDATION

WHEREAS, **shortly after incorporation, the voters of the City of Shoreline approved annexation to the King County Library District, and the Shoreline City Council established the Shoreline Library Board; and**

WHEREAS, **Yoshiko Saheki was appointed to serve a four-year term on this first Library Board and was immediately elected by her fellow Board members as the Library Board Chair; and**

WHEREAS, **during her year as Chair, Yoshiko lead the Board as it gathered information about the new Richmond Beach Library and acted as a sounding board for community input on this project, eventually passing a formal resolution in support of siting the library in the Richmond Beach Community Park, thus giving encouragement to the Library System to persevere in its plan to build at that site; and**

WHEREAS, **Yoshiko initiated the practice of having a Library Board member in attendance at the monthly King County Library System Board of Trustees meetings, thereby raising the visibility of Shoreline's interests and improving communications between the two groups;**

NOW, THEREFORE, on behalf of the citizens of Shoreline, the Shoreline City Council hereby commends

Yoshiko Saheki

for her dedicated service on Shoreline's first Library Board and her tireless support of improved library services in Shoreline.

Scott Jepsen, Mayor **Ronald Hansen, Deputy Mayor**

Kevin Grossman **Rich Gustafson**

Cheryl Lee **Linda Montgomery**

Robert Ransom

ATTACHMENT B

COMMENDATION

WHEREAS, **shortly after incorporation, the voters of the City of Shoreline approved annexation to the King County Library District, and the Shoreline City Council established the Shoreline Library Board; and**

WHEREAS, **Susanna Johnson was appointed to serve a four-year term on this first Library Board and was Vice Chair of the Board in 1998/99 and Chair the following year; and**

WHEREAS, **during her tenure Susanna was a tireless advocate for the construction of the new Richmond Beach Library, following carefully each step in the process and keeping the Library Board informed and involved; and**

WHEREAS, **under Susanna's leadership the Library Board supported joint programming efforts between the City of Shoreline and the two libraries, which has expanded the connections between the Library System and the Parks, Recreation and Cultural Services Department;**

NOW, THEREFORE, on behalf of the citizens of Shoreline, the Shoreline City Council hereby commends

Susanna Johnson

for her dedicated service on Shoreline's first Library Board and her tireless support of improved library services in Shoreline.

Scott Jepsen, Mayor **Ronald Hansen, Deputy Mayor**

Kevin Grossman **Rich Gustafson**

Cheryl Lee **Linda Montgomery**

Robert Ransom

March 6, 2000

DRAFT

CITY OF SHORELINE

SHORELINE CITY COUNCIL
SUMMARY MINUTES OF WORKSHOP MEETING

Monday, March 6, 2000
6:30 p.m.

Shoreline Conference Center
Mt. Rainier Room

PRESENT: Deputy Mayor Hansen, Councilmembers Grossman, Gustafson, Montgomery and Ransom

ABSENT: Councilmember Lee

1. CALL TO ORDER

The meeting was called to order at 6:36 p.m. by Deputy Mayor Hansen, who presided.

2. FLAG SALUTE/ROLL CALL

Deputy Mayor Hansen led the flag salute. Upon roll by the City Clerk, all Councilmembers were present, with the exceptions of Councilmember Grossman and Mayor Jepsen, who arrived later in the meeting, and Councilmember Lee.

Upon a motion by Councilmember Gustafson, seconded by Councilmember Montgomery and unanimously carried, Councilmember Lee was excused (as was Mayor Jepsen, who arrived later in the meeting).

3. CITY MANAGER'S REPORT AND FUTURE AGENDAS

City Manager Robert Deis suggested that Council continue agenda item 8, "Executive Session," until the March 20 Council meeting. He noted the cancellation of the March 13 Council meeting.

Councilmember Grossman arrived at 6:39 p.m.

Mr. Deis discussed budget proposals currently under consideration in the State legislature. He said the Motor Vehicle Excise Tax (MVET) replacement funding in the Senate proposal would result in a contribution to the City of $904,000 in 2000 and $1.8 million in 2001.

Mr. Deis went on to say that both the State Senate and the State House of Representatives have included the Aurora Corridor on a tentative list of projects for State transportation funding. He noted advocacy for the project by State Representative Carolyn Edmonds and City staff.

Next, Mr. Deis reviewed City efforts to participate in planning related to Pt. Wells. He noted one proposal to create a site-specific process under which Shoreline, Woodway and Snohomish County would work out an interlocal agreement for Pt. Wells. He said Snohomish County Tomorrow—the Snohomish County equivalent to the King County Growth Management Planning Council (GMPC)—has deleted language from countywide policies that would have included King County cities in planning processes related to potential annexation areas.

Wendy Barry, Parks, Recreation and Cultural Services Director, discussed plans for Celebrate Shoreline 2000. She mentioned a proposal to move the parade and festival to North City in 2001 during the reconstruction of Aurora Avenue.

Councilmember Ransom expressed reservations about moving the parade from Aurora Avenue.

Councilmember Gustafson commented that parking is more plentiful along Aurora Avenue. Deputy Mayor Hansen agreed. He went on to express support for the proposal provided that concerns, such as parking, could be resolved. There was Council consensus in support of engaging in discussions with the North City Business Association and neighborhood groups about the idea of moving the parade.

Next, Ms. Barry reviewed information from the Pizza Planning Night that Teen Program Supervisor Mary Reidy held to gather input from Shoreline youth on City teen programming.

In response to Councilmember Gustafson, Ms. Barry described the two incidences of encroachment at Twin Ponds Park: 1) the owner of an adjoining property had constructed a shed on park property; and 2) the owner of another adjoining property had deposited fencing and other debris on park property.

4. COUNCIL REPORTS

Councilmember Gustafson attended a meeting of the King County Block Grant Consortium Joint Regional Committee. He said committee members submitted a letter to the U.S. Department of Housing and Urban Development (HUD) in support of the letter of appeal that King County Executive Ron Sims and Seattle Mayor Paul Schell submitted concerning the unexpected reduction of the 1999 McKinney Grant.

Other Councilmembers mentioned recent activities and upcoming committee meetings.

5. PUBLIC COMMENT

(a) Les Nelson, 15340 Stone Avenue N, provided a copy of a letter he wrote to Mr. Deis requesting that the City reconsider the transfer of the Chambers Cable franchise to AT&T. He described ongoing problems with cable television service.

(b) Clark Elster, 1720 NE 177th Street, presented a "Proposal For Design Standards" on behalf of the Concerned Citizens For Shoreline. He asserted that neighborhoods should receive the same planning consideration applied in commercial projects.

(c) Dennis Lee, 14547 26th Avenue NE, distributed a copy of the March issue of the Briarcrest Neighborhood News. He noted items in the newsletter, including: the third anniversary celebration of the Briarcrest Neighborhood Association; an informational meeting regarding the potential remodel and expansion of the North Rehabilitation Facility (NRF); neighborhood traffic concerns; neighborhood interest in sub-area planning; and water service delivery.

Mr. Deis agreed to follow up with staff regarding the cable television service problems that Mr. Nelson mentioned. He noted that federal laws tightly restrict possible City action.

In response to Deputy Mayor Hansen, City Attorney Ian Sievers confirmed that AT&T must meet all of the requirements Chambers Cable was responsible for.

6. WORKSHOP ITEMS

(a) Presentation by King County Councilmember Maggi Fimia

King County Councilmember Maggi Fimia reviewed the materials included in the Council packet concerning King County Metro service reductions. She explained that passage of Initiative 695 eliminated MVET revenues which funded approximately one third of the $320 million annual Metro operating budget. She discussed service reductions implemented in February, and she reviewed the ordinance establishing a framework for additional service reductions now under consideration by the Regional Transit Committee (RTC).

Continuing, County Councilmember Fimia discussed the current allocation of transit services among the three subareas and potential allocations in the event of further service reductions.

County Councilmember Fimia reviewed an example of core services remaining after additional service reductions. She asserted the difficulty of growth management without an expansion of transit services and the even greater difficulty with a reduction of transit services. She noted a proposed moratorium on further development in unincorporated King County pending reassessment of land use and transportation capacity.

County Councilmember Fimia said the State Senate has included $35 million in its budget proposal to maintain Metro services through the current year. She explained that this would provide time for the County to propose a ballot measure for additional funding.

Councilmember Montgomery commented on the divisiveness among RTC members about the allocation of services among the three subareas. She noted that her support of the west subarea, as an elected official of Shoreline, conflicts with the position of the Suburban Cities Association (SCA), which appointed her to the RTC. She advocated a proposal to establish a base transit network with 300,000 service hours left over for discretionary allocation.

Councilmember Gustafson suggested the consolidation of Metro and Sound Transit to reduce administrative costs. County Councilmember Fimia commented that significant cooperation between the agencies already exists. She noted the involvement of three other transit agencies: Pierce County Transit, Community Transit and Everett Transit.

Councilmember Gustafson questioned the status of the moratorium. County Councilmember Fimia said both the GMPC and the Puget Sound Regional Council (PSRC) are assessing the regional impacts of the passage of I-695.

In response to Councilmember Gustafson, County Councilmember Fimia confirmed that, under I-695, voters would have to approve an increase in Metro bus fares.

In response to Councilmember Montgomery, County Councilmember Fimia confirmed that fare revenues more than justify the cost of collecting fares.

Councilmember Gustafson asked about proposals to open High-Occupancy Vehicle (HOV) lanes to single-occupancy vehicles during off-peak hours. County Councilmember Fimia noted a University of Washington study showing that opening HOV lanes during off-peak hours would ease single-occupancy vehicle congestion in only one segment (Interstate 405 south of Highway 167) during one part of the day. She said opening HOV lanes to single-occupancy vehicles does not otherwise offset the cost of inhibiting transit and carpool traffic.

In response to Councilmember Ransom, County Councilmember Fimia explained that the County Council has asked the RTC to propose an allocation of bus service hours among the three subareas. She said changes to the RTC proposal by the County Council will require a supermajority. She noted significant support on the County Council for retaining service hours in the west subarea. She mentioned that sales tax revenues supporting the system are higher in the east subarea but that routes in east subarea are much less productive than those in the west subarea. She stressed her goal to meet citizens' desire for a working regional system.

Mayor Jepsen arrived at 7:46 p.m.

In response to Councilmember Ransom, County Councilmember Fimia said the failure of a ballot measure for additional local transit funding would necessitate major service reductions. She mentioned the results of a recent year-long outside audit showing Metro to be one of the best-run transit systems in the country.

Councilmember Grossman expressed concern about the impact of higher fares on the working poor. County Councilmember Fimia mentioned a County program through which social service agencies can purchase tickets for bus service at 25 percent of their value for subsequent distribution. She noted the possible expansion of the program.

Deputy Mayor Hansen thanked County Councilmember Fimia for her report.

(b) Review of proposed Connie King Scholarship Fund for youth and family access to City recreation programs

Ms. Barry reviewed the staff report.

Councilmember Gustafson supported the proposal. He suggested that staff include a mailing address on the donation form in the brochure.

In response to Deputy Mayor Hansen, Ms. Barry said Connie King has offered to lead a fundraising campaign for large one-time donations to establish an endowment. Ms. Barry recommended that the City fund scholarships out of the existing City of Shoreline Recreation Scholarship Program in the meantime. Councilmember Montgomery recommended the designation of the funds already received to the endowment.

Councilmember Ransom supported the proposal.

Deputy Mayor Hansen confirmed Council consensus to proceed with the Connie King Scholarship Program as presented.

(c) Review of proposed "Shoreline Parks Legacy Fund" for park improvements

Ms. Barry reviewed the staff report.

Councilmembers Montgomery, Grossman and Ransom expressed support of the proposal.

Mayor Jepsen suggested that staff identify the costs of potential park improvements in the brochure for the Shoreline Parks Legacy Fund.

Deputy Mayor Hansen questioned the prohibition against advertising of for-profit enterprises. Mr. Deis noted the diversity of missions among for-profit enterprises. He said the City would have to permit advertising by all for-profit enterprises if it permitted it for any. He also mentioned the concern of City parks becoming "advertising billboards." He recommended that Council consider donations by for-profit enterprises on a case-by-case basis.

Councilmember Grossman commented that donations should be consistent with park master plans.

Deputy Mayor Hansen confirmed Council consensus to proceed with the Shoreline Parks Legacy Fund as presented.

7. CONTINUED PUBLIC COMMENT

(a) Kathy Halliburton, 18315 Wallingford Avenue N, suggested the implementation of a fare relief program for low-income riders in the event that Metro increases bus fares.

8. EXECUTIVE SESSION: None

9. ADJOURNMENT

At 8:22 p.m., Deputy Mayor Hansen declared the meeting adjourned.

Sharon Mattioli, CMC
City Clerk

March 20, 2000 **DRAFT**

CITY OF SHORELINE

SHORELINE CITY COUNCIL
SUMMARY MINUTES OF WORKSHOP MEETING

Monday, March 20, 2000
6:30 p.m.

Shoreline Conference Center
Mt. Rainier Room

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

ABSENT: Councilmember Lee

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 exceptions of Councilmember Ransom, who arrived later in the meeting, and Councilmember Lee.

Upon a motion by Deputy Mayor Hansen, seconded by Councilmember Grossman and unanimously carried, Councilmember Lee was excused.

3. CITY MANAGER'S REPORT AND FUTURE AGENDAS

Robert Deis, City Manager, recommended the cancellation of the April 3 Council Workshop for lack of agenda items. He went on to note an invitation to the April 5 Council of Neighborhoods potluck dinner. Finally, he mentioned items scheduled for the April 17 Council Workshop: the Aurora Corridor Project; and the North City Subarea Plan.

4. COUNCIL REPORTS

Councilmember Gustafson said several Councilmembers attended the National League of Cities (NLC) conference. He commented that the conference was educational and that it provided an opportunity to meet with the national legislators representing Shoreline. He mentioned e-commerce and the 2000 census as significant issues of discussion.

Councilmember Montgomery noted the cancellation of the March Regional Transit Committee meeting. She said the committee will address the allocation of bus service reductions at its April meeting.

Mayor Jepsen said he attended the event that Evergreen School held March 18 to replant a surface water retention facility. He mentioned that he will attend the March 24 retreat that the Growth Management Policy Committee (GMPC) is holding in conjunction with King County Executive Ron Sims. Finally, he noted the Shoreline Volunteer Breakfast April 12.

5. PUBLIC COMMENT

(a) Dennis Lee, 14547 26th Avenue NE, said he talked with Kristoff Bauer, Assistant to the City Manager, and with Shoreline Water District Manager Cynthia Driscoll regarding water services delivery in Shoreline. He asserted a lack of communication between City and District staff. He said the study that consultant Dave Parkinson, CH2MHill, prepared for the City does not answer all unresolved questions. He noted the difficulty of identifying "middle ground" between the City and the District. He expressed concern that City assumption of the District will result in lengthy litigation. He proposed the involvement of a Councilmember to facilitate a meeting of City and District staff.

Mayor Jepsen mentioned his understanding that Council has not directed staff to take any action. He noted the continuation of the status quo.

Mr. Deis reviewed communication between City and District staff. He explained that conflicting schedules have prevented a meeting since the February 22 Council Workshop. He commented that the issue has been a lower priority.

6. EXECUTIVE SESSION

At 6:44 p.m., Mayor Jepsen announced that Council would recess into executive session for 20 minutes to discuss one item of potential litigation.

Councilmember Ransom arrived at 6:46 p.m.

At 7:00 p.m., the executive session concluded, and the workshop reconvened.

7. WORKSHOP ITEMS

(a) Update on the Shoreview Park Improvement Project and the Public Review Process

Wendy Barry, Parks, Recreation and Cultural Services Director, reviewed the staff report and a schematic of the site. She noted key elements, including: the parking lot; the restroom building; play areas; frontage improvements along Innis Arden Way; and the Little League ball field. She explained that parking will increase from the current total of approximately 40 stalls to a new total of 157. She said staff seeks public input on the orientation of the restroom and on the choice of one large play area or one medium-size play area with another, smaller play area near the Little League field.

Ms. Barry said staff will hold a public open house in mid-April. The Parks, Recreation and Cultural Services Advisory Committee will address the site plan at its April 27 meeting. Staff will return to Council to discuss the site plan further in May. Ms. Barry mentioned the goal to begin construction in 2001.

Councilmember Ransom questioned the size of the shrubbery bordering the trail to the lower sports fields. Ms. Barry said the plans are not drawn to that level of detail. She advocated plantings that maintain the line of sight.

In response to Councilmember Ransom, Ms. Barry said the vegetation along Innis Arden Way is designed to be a buffer. Mr. Deis mentioned that the difference in elevation from the residences on the other side of Innis Arden Way will also buffer the Little League field.

Councilmember Gustafson supported the idea to build bleachers into the side of the hill beside the Little League field. He noted his concern that foul balls could land in the smaller play area that staff has considered locating near the Little League field. He went on to express support for the schematic and for proceeding with the project.

Mayor Jepsen suggested locating the restroom to make it visible from the road and, thereby, more secure. Noting the distance from the parking lot to the Little League field, he expressed concern that people will park along Innis Arden Way. He advocated measures to address this problem.

Councilmember Ransom suggested locating the restroom closer to the trail leading to the lower fields, in sight of the Little League field. He recommended against trees along the parking lot overlooking the softball field. He said people often park and watch the softball field from above.

Mayor Jepsen supported the process of gathering public input. Councilmember Grossman agreed. He stressed the importance of the collaboration of park designers and park users.

In response to Councilmember Gustafson, Ms. Barry said the City has not included enhancements to the trails in other areas of the park in the current improvement project.

Mayor Jepsen asserted Council concurrence with the proposed public review process for the Shoreview Park Improvement Project.

In response to Mr. Deis, Mayor Jepsen and Councilmember Gustafson expressed concern that improving the frontage along Innis Arden Way to enclose the ditch and build a curb and sidewalk would encourage parking along the street.

Councilmember Ransom asked if the restrooms will be large enough to serve a larger number of park users. Ms. Barry said the design consultants considered this in their

determination of restroom capacity. She noted similar-size restrooms at Hamlin Park and at the Shoreline Center. She agreed to revisit the issue.

(b) Government Channel Implementation and Operational Procedures

Larry Bauman, Assistant City Manager, reviewed the staff report and provided a demonstration of how the City government channel might look.

Mayor Jepsen supported the proposed improvements for the government channels. He advocated broadcasting information about other taxing districts in Shoreline.

Councilmember Gustafson supported the proposed improvements as a means of positive communication to the entire community. He asserted the potential for collaboration with several different agencies. He noted that the proposed system will support the basic initial operations that staff has proposed and that it will accommodate growth over time.

In response to Councilmember Grossman, Mr. Bauman explained that the equipment at City Hall will be connected to the equipment at each headend by modem. Council-member Grossman expressed concern about the expense of the proposed system considering character generator technology he is familiar with. He offered to talk further with staff at another time.

Mayor Jepsen reiterated support for the implementation of a government channel.

Mr. Deis introduced Debra Tarry, the City's new Finance Director. Ms. Tarry reviewed her work experience, including her current position as the Finance Director of the City of Mill Creek.

8. CONTINUED PUBLIC COMMENT: None

9. EXECUTIVE SESSION

At 7:40 p.m., Mayor Jepsen announced that Council would recess into executive session for one hour and 50 minutes to discuss one item of personnel.

The executive session concluded at 9:18 p.m., and the workshop reconvened.

10. ADJOURNMENT

At 9:19 p.m., Mayor Jepsen declared the meeting adjourned.

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Sharon Mattioli, CMC
City Clerk

DRAFT

CITY OF SHORELINE

SHORELINE CITY COUNCIL
SUMMARY OF REGULAR MEETING

Monday, March 27, 2000 Shoreline Conference Center
7:30 p.m. Mt. Rainier Room

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

ABSENT: None

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 City Clerk, all Councilmembers were present.

(a) Proclamation of Volunteer Week in the City of Shoreline

Mayor Jepsen read a proclamation designating the week of April 9-15, 2000 as Volunteer Week in Shoreline, and reminded Council of the Volunteer Appreciation Breakfast to be held April 12.

3. REPORT OF CITY MANAGER

City Manager Robert Deis introduced Steven DiJulio, legal counsel filling in for City Attorney Ian Sievers.

Mr. Deis asked that Council add an executive session of approximately 20 minutes at the beginning of the meeting to address one item of potential litigation.

Mr. Deis introduced Denise Pentony as the new Shoreline Police Chief. Outgoing Shoreline Police Chief Sue Rahr and Major Pentony spoke briefly.

4. REPORTS OF BOARDS AND COMMISSIONS: None

5. PUBLIC COMMENT

(a) Bill Bear, 2541 NE 165th Street, spoke as Director of the Briarcrest Neighborhood Association. He invited Councilmembers to the April 6 meeting

concerning the potential redevelopment of the North Rehabilitation Facility (NRF) and the April 12 meeting on land use.

(b) Martin Kral, 1317 N 183rd Street, discussed the process of rehearing the Elena Lane Rezone and Subdivision. He asserted the difficulty of providing input to the Planning Commission on March 30 given that the developer has provided very little information about the development since the Council hearing February 14. He said City staff has been unclear in answering whether citizens will have another opportunity to speak about the development.

Tim Stewart, Planning and Development Services Director, advised that citizens will have the opportunity to provide input on the preliminary plat for the Elena Lane Subdivision in a public hearing during the March 30 Planning Commission meeting. He said the report on the preliminary plat is available to the public.

6. APPROVAL OF THE AGENDA

Deputy Mayor Hansen moved approval of the agenda. Councilmember Gustafson seconded the motion. Deputy Mayor Hansen moved to amend the agenda to add an executive session as the next item of business. Councilmember Lee seconded the motion, which carried unanimously. Councilmember Grossman moved to take item 8 (d) before item 8 (a). Deputy Mayor Hansen seconded the motion.

EXECUTIVE SESSION

At 7:49 p.m., Mayor Jepsen announced that Council would recess into executive session for 20 minutes to discuss one item of potential litigation.

At 8:10 p.m., Councilmember Ransom announced the extension of the executive session for ten more minutes.

At 8:22 p.m., the executive session concluded, and the regular meeting reconvened.

A vote was taken on the motion to take item 8 (d) before item 8 (a), which carried unanimously.

Deputy Mayor Hansen moved to add a new item 8 (e), Ordinance No. 233, creating a moratorium on locating satellite parimutuel betting establishments within the City of Shoreline. Councilmember Montgomery seconded the motion, which carried unanimously.

A vote was taken on the motion to approve the agenda, as amended, which carried unanimously.

7. CONSENT CALENDAR

Councilmember Montgomery moved approval of the consent calendar. Deputy Mayor Hansen seconded the motion, which carried unanimously, and the following items were approved:

Minutes of Regular Meeting of February 14, 2000
Minutes of Workshop of February 22, 2000
Minutes of Dinner Meeting of February 28, 2000
Minutes of Regular Meeting of February 28, 2000

Approval of expenses and payroll as of March 17, 2000 in the amount of $ 987,898.45

Resolution No. 161 approving the final plat of Meridian Court (18842 Meridian Ave. N.)

Motion to increase the contingency amount from 5% to 10% of the contract amount for the 25th Ave. NE pedestrian improvements

Resolution No. 162 adopting the Shoreline Recreation Scholarship Program Policy and Procedures

Resolution No. 163 adopting the Connie King Scholarship Fund Policy and Procedures

Resolution No. 164 adopting the Shoreline Parks Legacy Fund Policy and Procedures

Motion to authorize the City Manager to execute a contract with the Skyhawks to provide sports camps, in an amount not to exceed $52,000

Motion to authorize the City Manager to execute an addendum to the North Rehabilitation Facility contract for landscape services in an amount not to exceed $46,600

8. ACTION ITEMS: OTHER ORDINANCES, RESOLUTIONS AND MOTIONS

(d) Appointments for three four-year terms to the Shoreline Library Board

Councilmember Ransom explained that the ad hoc subcommittee of himself, Deputy Mayor Hansen and Councilmember Gustafson reviewed the applications of nine candidates for the three four-year positions. He said the subcommittee asked the same 11 questions of each candidate, and each subcommittee member rated each candidate in each area. He noted the subcommittee's recommendation that Council appoint Mary Jo Heller to another four-year term on the Library Board and that Council appoint Terrance Brooks

and Dale Stirling each to a four-year term on the Library Board. He reviewed the qualifications of each nominee.

Councilmember Ransom moved that Council appoint Mary Jo Heller, Terrance Brooks and Dale Stirling each to a four-year term on the Shoreline Library Board. Councilmember Gustafson seconded the motion, which carried unanimously.

(a) Ordinance No. 231 amending the City's Zoning Map to change the zoning of a parcel located at 17525 Aurora Ave. N. from Regional Business, Residential 48-units per acre, and Residential 12-units per acre to Community Business and to grant a special use permit to the Shoreline Fire Department for an Administration and Training Center

Mr. Stewart reviewed the staff report.

Deputy Mayor Hansen moved adoption of Ordinance No. 231. Councilmember Lee seconded the motion.

Councilmember Ransom commented that he shares the concern of citizens who have asked him why the Shoreline Fire Department is opening the administration and training center in a prime commercial location on Aurora Avenue. Mr. Stewart referred to conditions three and four of the special-use permit and asserted that the proposal is consistent with the City's long-term vision for the Aurora Corridor.

Councilmember Grossman asserted that the northwest corner of 175th and Aurora Avenue is one of the prime corners in Shoreline. He said the fire department could site its services anywhere in the City without sacrificing their utility; whereas, many businesses would need the exposure afforded by this location to be successful in Shoreline. Mr. Stewart said fire department representatives discussed the site selection process and cost constraints during the public hearing before the Planning Commission. He noted Planning Commission finding 4.2, which identifies fire stations and facilities as essential public facilities.

In response to Deputy Mayor Hansen, Mr. Stewart estimated that half of the 2.2-acre site will be a new use by the fire department and, therefore, no longer subject to property taxes.

Councilmember Montgomery expressed concern about the warehouse appearance of the facility in the elevations on page 88 of the Council packet. Mr. Stewart acknowledged that the black-and-white drawings do not do justice to the architectural features of the facility. He said staff supports the proposed design.

Councilmember Gustafson said the administration and training center is an essential facility. He stated that the design is compatible with City plans for the Aurora Corridor. He commented that the site is logical. He supported the proposal.

Mayor Jepsen noted the time and effort the fire department has invested in achieving the elements of its bond issue. He expressed concern about the slanted, north portion of the building, given City efforts to encourage building facades parallel with Aurora Avenue. Mr. Stewart identified this as a plaza and entryway.

Noting condition three of the special-use permit, Mayor Jepsen advocated the development of a City policy to address the funding of improvements in projects of public entities (e.g., sidewalks). He commented that public entities should not charge one another. Mr. Stewart said many of the requested improvements resulted from the State Environmental Policy Act (SEPA) process. He agreed that the City needs a policy to address improvements along the Aurora Corridor over the long term.

In response to Councilmember Lee, Mr. Stewart confirmed that the area along N 175th Street between the convenience store and the apartments will largely be asphalt. In addition to the training tower, he mentioned enhancements along the western boundary of the site.

Councilmember Ransom noted the 6-3 vote of the Planning Commission in favor of the proposal.

A vote was taken on the motion to adopt Ordinance No. 231, amending the City's Zoning Map to change the zoning of a parcel located at 17525 Aurora Ave. N. from Regional Business, Residential 48-units per acre, and Residential 12-units per acre to Community Business and to grant a special use permit to the Shoreline Fire Department for an Administration and Training Center. The motion carried 7-0.

(b) Resolution No. 165, authorizing the City Manager to sign the Seashore Transportation Forum Agreement

Sarah Bohlen, Transportation Planner, reviewed the staff report.

Councilmember Gustafson commented that Councilmember Montgomery's participation on the Seashore Transportation Forum has resulted in greater recognition of the transportation needs and contributions of Shoreline.

Councilmember Montgomery moved adoption of Resolution No. 165, authorizing the City Manger to sign the Seashore Transportation Forum Agreement. Councilmember Gustafson seconded the motion, which carried 7-0.

(c) Appointments for five four-year terms and one two-year term to the Shoreline Planning Commission

Councilmember Montgomery moved to extend the terms of the current Planning Commission members for one month, to appoint David Harris and Robin McClelland each to a four-year term and to appoint Nancy Marx to complete the

two years remaining in the term of Ted Bradshaw. Deputy Mayor Hansen seconded the motion.

Mayor Jepsen explained that the subcommittee of himself and Councilmembers Grossman and Montgomery is continuing to interview candidates. He said the City has asked those Commissioners whose terms have expired, but who are still available, to continue serving for another month. He stated that the subcommittee will complete its work and bring a recommendation to Council for the three other four-year positions within the next month.

A vote was taken on the motion to extend the terms of the current Planning Commissioners for one month, to appoint David Harris and Robin McClelland each to a four-year term and to appoint Nancy Marx to complete the two years remaining in the term of Ted Bradshaw. The motion carried 7-0.

(e) Ordinance No. 233, Creating a Moratorium on Locating Satellite Parimutuel Betting Establishments within the City of Shoreline

Mr. Stewart reviewed the report that staff had distributed to Council.

Councilmember Gustafson moved adoption of Ordinance No. 233. Councilmember Montgomery seconded the motion.

Councilmember Ransom noted the previous moratorium to allow review and passage of an ordinance concerning card rooms. He said neither the moratorium nor the ordinance addressed satellite parimutuel betting establishments. He contrasted the interest of the business owner in proceeding with a legal activity with public concerns about the location of a satellite parimutuel betting establishment in Shoreline. He mentioned the inclusion of this item on the agenda at the March 9 meeting of the State Gambling Commission. He asked why the City did not know about it sooner.

Mr. Deis said it is unclear whether satellite parimutuel betting is a legal use.

Councilmember Lee said it is only fair for the City to consider the potential impacts of a satellite parimutuel betting establishment in Shoreline given that it would be the only site in King County.

Councilmember Gustafson asserted the reasonableness of a moratorium. He said it will allow Council to study and make decisions about the issue. He commented that Council intended Ordinance No. 223 to prohibit additional gambling in Shoreline. He indicated that a satellite parimutuel betting site thwarts that intent.

Mayor Jepsen said he opposed the moratorium until he learned about the number of vehicles the satellite parimutuel betting establishment could attract. He noted that the establishment proposes to begin operating April 15. He asserted that the intervening time

period is too short to allow the City to understand the implications of traffic and parking issues.

A vote was taken on the motion to adopt Ordinance. 233, creating a moratorium on locating satellite parimutuel betting establishments within the City of Shoreline. The motion carried 7-0.

9. CONTINUED PUBLIC COMMENT

(a) Clark Elster, 1720 NE 177th Street, noted an error in the reading of the consent calendar: the amount of the North Rehabilitation Facility contract for landscape services is not to exceed $46,600.

Mayor Jepsen advised that Councilmember Montgomery had corrected her reading at the time.

10. EXECUTIVE SESSION

At 9:11 p.m., Mayor Jepsen announced that Council would recess into executive session for 30 minutes to address one item of current litigation.

At 9:44 p.m., the executive session concluded, and the regular meeting reconvened.

11. ADJOURNMENT

At 9:45 p.m., Mayor Jepsen declared the meeting adjourned.

_____

Sharon Mattioli, CMC
City Clerk

Council Meeting Date: April 10, 2000 **Agenda Item: 7(b)**

CITY COUNCIL AGENDA ITEM

CITY OF SHORELINE, WASHINGTON

AGENDA TITLE:	Approval of Expenses and Payroll as of March 24, 2000
DEPARTMENT:	Finance
PRESENTED BY:	Al Juarez, Interim Finance Director

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 $941,205.25 specified in the following detail:

Payroll and benefits for March 5 through March 18, 2000 in the amount of $231,940.23 paid with ADP checks 2883 through 2884 and 3960 through 4012, vouchers 120001 through 120106, benefit checks 3946 through 3954.

the following claims examined by C. Robert Morseburg paid on March 17, 2000:

Expenses in the amount of $1,673.25 paid on Expense Register dated 3/13/2000 with the following claim checks: 3808-3817 and

Expenses in the amount of $9,512.28 paid on Expense Register dated 3/16/2000 with the following claim checks: 3818-3842 and

Expenses in the amount of $487,467.17 paid on Expense Register dated 3/16/2000 with the following claim checks: 3843-3844 and

Expenses in the amount of $11,267.86 paid on Expense Register dated 3/17/2000 with the following claim checks: 3845-3857 and

the following claims examined by C. Robert Morseburg paid on March 24, 2000:

Expenses in the amount of $2,685.09 paid on Expense Register dated 3/22/2000 with the following claim checks: 3858-3863 and

Expenses in the amount of $83,992.13 paid on Expense Register dated 3/22/2000 with the following claim checks: 3864-3867 and

Expenses in the amount of $33,920.65 paid on Expense Register dated 3/22/2000 with the following claim checks: 3868-3872 and

Expenses in the amount of $28,558.50 paid on Expense Register dated 3/23/2000 with the following claim checks: 3873-3898 and

Expenses in the amount of $43,507.28 paid on Expense Register dated 3/24/2000 with the following claim checks: 3899-3925 and

Expenses in the amount of $6,680.81 paid on Expense Register dated 3/24/2000 with the following claim checks: 3926-3945

Approved By: City Manager ____ City Attorney ___

Council Meeting Date: April 10, 2000 **Agenda Item: 8(a)**

CITY COUNCIL AGENDA ITEM

CITY OF SHORELINE, WASHINGTON

AGENDA TITLE:	**Adoption of Ordinance No. 232 Amending Ordinance No. 222, By Increasing The Appropriation From The General Fund by $30,640 And Authorizing Expenditures For The Government Channel and Resolution No. 166 Establishing Operational Procedures For Government Channel Implementation**
DEPARTMENT:	**City Managers Office**
PRESENTED BY:	**Kristoff T. Bauer, Assistant to the City Manager**

EXECUTIVE / COUNCIL SUMMARY

On March 20, 2000, staff presented a basic implementation plan for the City's Government channel. As discussed with your Council at that time, implementing that plan requires a budget amendment to provide expenditure authority for the estimated $46,000 of capital cost associate with that program. In addition, operational procedures to guide the initial use of this resource as presented on the 20th need to be formally adopted. Both the budget amendment ordinance and the proposed operational procedures are presented for adoption by your Council.

Your Council has expressed your support for cablecasting Council meetings and otherwise utilizing the Government channel provided by current Cable TV franchises as important tools for keeping Shoreline residents informed of City activities on a number of occasions. Staff developed a specific cost estimate for the implementation of programming improvements in response to Council questions about disparity in the service quality across the City raised during your Council's consideration of the AT&T franchise transfer in early February. The proposed system is reliant on computer hardware and software products the prices of which tend to be volatile. For this reason, staff is working to gain the authorization necessary to acquire this equipment while the validity of price quotes is still assured and to speed the provision of this improved service to the Community.

As your Council may recall, the March 20, 2000 staff presentation discussed the equipment and associated installation and training costs necessary to create a consistent and more effective government channel programming across the entire City. The estimated cost of this program is $46,000. As discussed with your Council, existing franchise agreements allow the City to require Cable TV providers to purchase the recommended capital equipment, which would not require budget authority. The cost of this expenditure, however, would be passed on to subscribers by the Cable TV providers raising concerns that a public vote may be required by I-695 prior to utilizing this funding mechanism. As an alternative, staff is recommending the adoption of the attached budget amendment ordinance (Attachment A) in order to authorize staff to move forward with this program. Additional revenues as discussed below will cover most of the proposed expenditure.

Budget Amendment

The proposed budget amendment recognizes $30,640 of unbudgeted revenue received from Chambers Cable in February, 2000 to settle issues related to past franchise fee payments to the City. The City's total expenditure authority is increased by exactly this amount (i.e. $30,640). The remaining $15,360 will be supported by savings from the final 2000 police contract costs which are lower than budgeted. This amount will be administratively transferred from the Police Contract program and the total project budget amount of $46,000 will be tracked through the City Manager Special Projects program.

Government Access Channel Policies:

The proposed policies (Attachment C) reviewed by your Council on March 20, are conservative, restricting content, including notice of community events, to that generated by City staff concerning the activities of City departments. The proposed policies contain provisions in anticipation that your Council may want to broaden these policies in the future to allow reference material related to other governmental agencies operating in Shoreline (the Fire Dept. for example) and/or community meetings or events sponsored by recognized neighborhood organizations to be added. This can be accomplished with a simple amendment to the policies when the City has the ability to support this additional level of service.

RECOMMENDATION

Staff recommends that your Council move to adopt Ordinance No. 232 Amending Ordinance No. 222, By Increasing The Appropriation From The General Fund And Authorizing Expenditures For The Government Channel and Resolution No. 166 Adopting Government Channel Utilization Policies.

Approved By: City Manager JB City Attorney

ATTACHMENTS

Attachment A – **Ordinance No. 232 Amending Ordinance No. 222, By Increasing The Appropriation From The General Fund And Authorizing Expenditures For The Government Channel**

Attachment B – **Resolution No. 166 Adopting Government Channel Utilization Policies**

Attachment C – **Exhibit A to Resolution No. 166, Government Channel Utilization Policies**

Attachment A

Ordinance No. 232 Amending Ordinance No. 222, By Increasing The Appropriation From The General Fund And Authorizing Expenditures For The Government Channel

ORDINANCE No. 232

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SHORELINE, WASHINGTON, AMENDING ORDINANCE NO. 222, BY INCREASING THE APPROPRIATION FROM THE GENERAL FUND AND AUTHORIZING EXPENDITURES FOR THE GOVERNMENT CHANNEL

WHEREAS, the 2000 Budget was adopted in Ordinance No. 222; and

WHEREAS, the City has authorized the transfer of the cable television franchise from Chambers Cable to AT&T; and

WHEREAS, with the transfer of the cable television franchise and a cable system upgrade, the City now has a dedicated Government Channel operating in both cable television systems within the City; and

WHEREAS, the City is interested in developing and implementing a process to provide programming for the Government Channel to increase public access to government information and services; and

WHEREAS, the City is in receipt of an additional $30,640 from past franchise fee payments from cable television providers that was not included in the 2000 Budget; and

WHEREAS, the City wishes to use this additional revenue as well as existing expenditure authority in the 2000 Budget to develop and implement the Government Channel; 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. 222. The City hereby amends Section 2. of Ordinance No. 222, the 2000 Annual Budget, by increasing the appropriation from the General Fund by $30,640 to $25,802,418 and by increasing the Total Funds appropriation to $67,051,525 as follows:

General Fund	~~$ 25,771,778~~	$ 25,802,418
Development Services Fund	2,372,896	
Street Fund	4,112,972	
Arterial Street Fund	440,608	
Surface Water Mgmt. Fund	5,400,146	
General Capital Fund	8,885,885	
Roads Capital Fund	14,274,025	
Surface Water Capital	2,973,157	

General Reserve Fund	1,670,330	
Equipment Replacement Fund	815,536	
Vehicle Operations/ Maintenance Fund	131,790	
Unemployment Fund	62,621	
Advance Travel Fund	5,140	
Code Abatement Fund	104,000	
Total Funds	~~$ 67,020,885~~	$ 67,051,525

Section 2. Funds for Government Channel Development. The City Manager is hereby authorized to receive an additional $30,640 in revenue in the General Fund and expend an additional $46,000 from the City Manager's Office to develop and implement the City's Government Channel. Of this expenditure amount, $30,640 will come from the additional revenue and $15,360 will come from savings from the final 2000 police contract costs.

Section 3. Net Impact on the General Fund. This ordinance increases the resources for the General Fund by $30,640 and increases the expenditure authority for the General Fund by $30,640. This ordinance does not change the General Fund 2000 ending fund balance of $927,391.

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. This ordinance shall take effect and be in full force five (5) days after the date of publication.

PASSED BY THE CITY COUNCIL ON APRIL ____, 2000.

_____
Mayor Scott Jepsen

ATTEST:

_____
Sharon Mattioli
City Clerk

APPROVED AS TO FORM:

_____
Ian Sievers
City Attorney

Date of Publication: _____, 2000
Effective Date: _____, 2000

Attachment B

Resolution No. 166 Adopting Government Channel Utilization Policies

RESOLUTION NO. 166

A RESOLUTION OF THE CITY OF SHORELINE, WASHINGTON, ADOPTING GOVERNMENT CHANNEL UTILIZATION POLICIES

WHEREAS, the City Council wishes to establish policies for the operation of the City's government channel;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SHORELINE, WASHINGTON AS FOLLOWS:

Section 1. Establishment Government Channel Utilization Policies. The City Council hereby adopts those policies and procedures set forth in the, "Government Utilization Policies", a copy of said document being attached hereto as "Exhibit A".

ADOPTED BY THE CITY COUNCIL ON APRIL __, 2000.

_____
Mayor Scott Jepsen

ATTEST:

_____
Sharon Mattioli, CMC
City Clerk

Attachment C

Exhibit A to Resolution No. 166, Government Channel Utilization Policies

CITY OF SHORELINE
GOVERNMENT ACCESS CHANNEL USE POLICIES

The City of Shoreline coordinates through the City Clerk's office, the gathering, formatting and programming of information from Governments for display on the Shoreline Government Cable Television Channels.

The Shoreline Government Cable Television Channels (channels 42 and 47) are used to distribute information concerning government activities and services. Authorized government users would be defined as federal, state and local government agencies including Fire Districts and Libraries.

Channels 42 and 47 enable communication directly to all City of Shoreline cable subscribers to keep them better informed and is displayed throughout the day, seven (7) days a week, 24 hours a day, with both alphanumeric (text) and video information.

Procedures for Use of Channel 42 and 47 for Character Generated Information

A. General Rules

1. The information is updated during the workday, Monday through Friday, as needed.

2. The Character Generators (channel 42 and 47) are available for use by City of Shoreline departments for providing information regarding City services and activities.

3. No information shall be transmitted which involves any advertising by or on behalf of candidates for public offices, lottery information, or obscene or indecent matter.

4. When requests for message space exceed availability, priority shall be given to users from the geographic area served by the Shoreline cable system.

5. Announcements of events must indicate whether they are free or there is an admission charge. An information number should be provided. Dollar figures will not be announced.

6. All applicable FCC rules apply to use of the Character Generator and are on file at the Shoreline City Clerk's office.

7. The City Clerk will make the decision whether messages comply with these rules and are to be placed on the channel with input from the Department Director of the requesting department.

8. Disputes regarding use of the Character Generator shall be resolved by the City Manager or designee. A disagreement with the findings of the City Manager or its designee can be appealed to the Shoreline City Council.

B. Procedures for Preparing Alphanumeric Information for Display on Channels 42 and 47.

1. The Request for Use of the Character Generator (CG) forms must be used when submitting messages for display. All of the required information at the top of the form must be filled in and the form signed by the director of the requesting department before the message can be displayed on channels 42 and 47. Forms are available from the City Clerk's office, City Hall.

2. Message information shall be composed in Microsoft Word, attached to the CG Form and e-mail directly to the City Clerk's office. All messages attached to a single CG form should be scheduled to begin and end display on the same dates. If events occur on various dates, a separate form should be used for each message.

3. When composing each message, it should be brief.

4. Each message should contain a headline. The headline should briefly convey the main idea of the message. It should attract attention and encourage the viewer to read the message.

5. The following examples may help in designing your messages:

FREE CONCERT: Monday, June 7,
Downtown City Park, Noon - 1:30
Questions? Call 205-546-1700

6. The City Clerk's office will, when necessary, conform your message to accommodate page format and style.

7. The message form must be received by the City Clerk's office at least five (5) working days before the display date.

Procedures for Submission of Video Tapes to be Aired on Channels 42 and 47

A. General Rules

1. Programming shall comply with FCC rules regulating cablecasting.

2. All users shall permit the City Clerk to preview the programs they wish to present on the cable system so that a determination may be made as to whether the program material or any part thereof is prohibited by the rules set forth.

3. If it is determined that any program, or part thereof, is prohibited by the rules or requires a viewer discretion disclaimer, the user will be given the opportunity to revise the program so as to delete the objectionable portion and comply with the City Clerk's request. If the user chooses not to do so, she/he may do one of the following:

   a. Withdraw the program.
   b. Appeal the staff decision to the City Manager.

4. No live programming should be cablecast on the channel in the absence of prior approval of format by the City Clerk's office.

5. Channel use operating policies, application forms, licenses, facilities and equipment are subject to change at any time.

B. Use of Pre-Recorded Material

1. A completed Pre-Recorded Cablecast Request as supplied by the City Clerk shall be submitted with the video tape recording at least two (2) weeks prior to the date requested for cablecast.

2. All material shall be delivered to the City Clerk's office and shall be subject to preview to assure conformity with rules and procedures adopted by the City of Shoreline.

3. At the discretion of the staff the two (2) week submission rule may be waived to provide the airing of coverage of bonafide newsworthy events in a timely manner.

4. The City of shoreline requires producers to sign a waiver indemnifying the City of Shoreline and the cable operator from liability for potential copyright infringement.

C. Quality Standards

1. Program Airing Procedures - All video tapes for airing on channels 42 and 47 will be evaluated according to the following criteria:

a. Technical Standards - Video tapes must be of a quality suitable for cablecast. Staff screens the submitted tape to see whether the tape meets minimum quality standards when aired over the cable system. For example, problems with chroma, contrast, etc. which may be cause for rejection by a broadcast TV station will not usually be rejected by the staff. However, those tapes which, in staff's opinion, will consistently tear or otherwise not carry a stable signal over the cable system will not be aired.

All video tapes supplied for airing will be on professional quality video cassettes. Audio quality of all video tapes will be constant throughout the video tapes and of sufficient level to permit adequate reproduction on the City's transmission equipment.

D. Access Priorities

1. Availability of the Channel

a. Such channel, or channels, shall be available for exclusive use by City Department in cablecasting pre-recorded meetings of standing City of Shoreline committees and/or regional government committees or public service announcements cablecast at the request of the City Department.

b. When requests for air time exceed availability, priority shall be given to the cablecast of Shoreline City Council meetings. The City reserves the right to preempt any programming scheduled to be cablecast and replace it with programming of local interest.

2. All professionally produced video content must be submitted to the City Clerk's office, with the appropriate signed forms required by the City. A signed statement releasing the cable operator and the City of Shoreline from liability and holding the same harmless from claims of third parties will be required.

Council Meeting Date: April 10, 2000 **Agenda Item: 8(b)**

CITY COUNCIL AGENDA ITEM

CITY OF SHORELINE, WASHINGTON

AGENDA TITLE:	Proposed 2001/2002 Health and Human Services and Community Development Block Grant Allocations Process
DEPARTMENT:	Office of Health and Human Services
PRESENTED BY:	Rob Beem, Health and Human Services Manager

EXECUTIVE / COUNCIL SUMMARY

Prior to each round of funding allocations, the City identifies priorities and sets the parameters to guide agencies in developing their applications for Health and Human Services funding. Last year your Council encouraged staff to implement a two-year funding cycle for H&HS funding. As a result this year's allocations will guide funding for 2001 and 2002. As in the past, the City's process is keyed to King County's requirements for the Community Development Block Grant.

This year's priorities continue to be based on the Desired Outcomes set forth in the City's Health and Human Services Strategy. Your Council's recent policy discussion regarding Youth Services (Goal 4) has had a significant impact on this year's proposed priorities. Funding allocated through the H&HS process falls under the role of Partner (versus Direct Service Provider / Lead Agency or Advocate) as identified in the Youth Services Policy. Thus for the first time applicants seeking support for youth serving programs must address the specific outcomes where the City has undertaken the role of Partner. (See Attachment A)

During the discussion of Goal 4, your Council indicated a desire to increase funding available to support youth services. Of the total $100,000 identified for increased support, $25,000 will be allocated through the H&HS funding process. The balance of this funding will be allocated through the City's regular budget cycle. This will be allocated to either in-house or contracted programs focused in the Outcomes where your Council has designated the City as the Lead agency. We may solicit proposals in this area but they will be very outcome and service specific.

The amounts of funding estimated to be available are based on this year's funding plus the Goal 4 related enhancement. All of these amounts for 2001 and 2002, however, are subject to change based on federal appropriations and upon the funds available for the City's budget during these years. We may even consider an additional allocation if stable funds are found to be available in the 2001 budget process. Thus funding will be as follows:

Proposed H&HS Allocations for 2001 and 2002

	2000	2001	2002
H&HS/General Fund	$ 158,000	$158,000	$ 158,000
Goal 4	N/A	$ 25,000	$ 25,000
CDBG/Public Services	$ 58,000	$ 58,000	$ 58,000
Sub Total All Services	$ 216,000	$241,000	$ 241,000
CDBG/Capital	$ 148,000	$102,000	$ 102,000
CDBG/ Home Repair*	$ 74,000	$120,000	$ 120,000
CDBG/ Administration*	$ 53,000	$ 53,000	$ 53,000

*Not included in competitive process

This year the process to select members of the Health and Human Services Advisory Committee will involve your Council more directly. In previous years staff appointed committee members. Since this is an ad-hoc committee that is advising your Council, staff recommends that the Mayor and Deputy Mayor review and appoint members of the H&HS Advisory Committee.

RECOMMENDATION

No specific action is requested at this time. We are seeking consensus directing staff to implement a two-year funding cycle with a funding allocation process as outlined in the staff report.

Approved By: City Manager LB City Attorney N/A

BACKGROUND / ANALYSIS

As we enter this funding cycle the City needs to establish parameters around how much funding is available and what particular priorities will guide funding allocations. The City has made decisions in the past year that impact the priorities used to guide its funding. These primarily relate to implementation of the Youth Services Policy developed in response to your Council's Goal 4 relating to youth services. The City would for the first time allocate Health and Human Services funding for outside agencies on a two-year cycle. Thus, decisions made in 2000 will be implemented during 2001 and 2002. Moving to this two-year cycle is at its core a change in administrative procedure and it does not effect the policy or purposes for the City's funding. This staff report addresses four specific topics that come together to shape the H&HS allocation process.

1. Priorities for allocation of H&HS Funding
2. Impact of Goal 4 policy decisions on H&HS funding
3. Amounts of funding estimated to be available for allocation
4. Process for selecting members of the Health and Human Services Advisory Committee

Priorities for Health and Human Services Funding:
The City's Health and Human Services Strategy includes 15 Desired Outcomes (see below). For the past two funding rounds all applications for funding were screened to ensure that the programs they support address this prioritized list of goals for City involvement. In the fall of 1998 when your Council reviewed the H&HS Strategy, services to seniors was added to the list of outcomes in an unranked position. The specific Outcome reads, "*Preserve the independence and quality of life for seniors.*" At the end of last year's process several members of the Health and Human Services Allocations Committee expressed the desire to see this Outcome placed within the overall list. They felt that with this service area included in the list, they would have had clearer guidance as to the relative priority of this and all other Outcomes.

For guidance on an appropriate ranking of this Outcome staff looked at the City's past practice and at the anticipated roles for the City as outlined in the Regional Finance and Governance framework. The City has consistently supported services to seniors throughout its history. In various discussions with your Council about the Desired Outcomes Councilmembers have indicated a desire to see this area included in the ranked list. By combining the City's history, the sentiments expressed by Council and the policy framework contained in Regional Finance and Governance, staff recommends that the desired Outcome ' Preserve the independence of and quality of life for seniors," be listed as #8 on the list of Desired Outcomes. This places this Outcome immediately after those directed toward youth and those where your Council has established policy that calls for the City to take on a Direct Service Provider or Partner role (See Attachment A). With this addition the Desired Outcomes are as follows. This ranked list will again serve as priorities for the allocation of direct service funds.

Health and Human Services Strategy
Desired Outcomes

1. More youth involved in structured, positive activities during non-school hours.
2. Reduce delinquency, violence, and crime.
3. More young people more skilled and prepared.
4. Reduce substance abuse.
5. Reduce child abuse and neglect.
6. More people have adequate food, shelter, and clothing.
7. More youth have contact with caring adults
8. Preserve the independence and quality of life for seniors.
9. More community members work together to solve problems
10. Increase affordable childcare
11. Increase affordable housing
12. Increase employment
13. Reduce teen pregnancy
14. Reduce domestic and dating violence
15. Increase overall levels of academic, vocational, and self-improvement learning for people of all ages, to ensure employability and personal growth.

Priorities for Capital Projects:
The City uses a portion of its Community Development Block Grant to fund capital development by both the City and non-profit agencies. While the Desired Outcomes give adequate guidance for the use of H&HS and CDBG Public Services funding, they are not specific enough to provide the same level of guidance for capital funding. Additional guidance would help the H&HS Advisory Committee to develop its recommendation.

CDBG capital development funds may be used to address a wide range of City and non-profit needs. In Shoreline as well as other communities in King County, CDBG funds have been used to support housing development, repairs and modifications to human service agencies' facilities and for City sponsored projects such as curb ramps or sidewalks which address the needs of specific target populations. These populations are typically low and moderate-income individuals and families and persons with disabilities. Each of these types of capital projects varies significantly in terms of benefit, complexity and readiness. To establish a priority among these various uses staff recommends that the following criteria be used in priority order. These criteria address the degree to which CDBG funding will make a significant difference in the projects' overall feasibility and chances for success as well as the degree to which the projects fulfill the City's overall goals.

1. Ability to use CDBG as match or leverage for other funding: Projects rating high on this criterion will use City funding to provide a required local match or leverage other non-City funding. This may include projects in the areas of housing, economic development or revitalization.
2. Ability to address the Desired Outcomes: These are projects that improve an agency's ability to provide a service that directly impacts one of the Desired Outcomes.

Impact of Goal 4 Policy on Youth Services:
In January, your Council endorsed a new Youth Service Policy (Attachment A). At that time staff was directed to implement the roles identified for the City in that policy. Implementing this policy will result in two changes to the 2001/2002 H&HS funding cycle. The first is to identify specific outcomes that applicants must address in order to compete for youth services H&HS funding. The Youth Services Policy calls for the City to use its H&HS funding to support its Partnership activities. Support for other youth related outcomes would flow through the regular operating budgets and programs of City departments. The following chart identifies how services that support each outcome would be funded. For example, a service that is designed to impact Outcome 1, would be addressed through one of the City's operating departments, most likely Parks, Recreation and Cultural Services. We would not entertain applications for programs that address this Outcome. A service that addressed Outcome 5 would be eligible for H&HS Funding.

Youth Related Desired Outcome	City Role	H&HS Funding	Regular Budget
1. More youth in structured activities	D/L		X
2. Reduce delinquency, violence and crime	D/L		X
3. More young people who are skilled and prepared	P	X	
4. Reduce substance abuse	P	X	
5. Reduce child abuse and neglect	P	X	
7. More youth have contact with caring adults	D/L		X
9. Increase affordable child care	A		X
12. Reduce teen pregnancy	A		X
13. Reduce domestic and dating violence	P	X	

D/L = Direct Service Provider /Lead, P = Partner, A = Advocate

Two programs that now receive funding would be impacted: Club Kellogg and Youth Volunteer Corps. Because these programs address Outcome 1, continued funding for these programs will be determined through the Parks, Recreation and Cultural Services departmental budget process.

The second change resulting from this new policy is an increase in the amount of available funds. In January, your Council directed staff to explore implementation of this new policy with a blend of enhancements focused on the City's Direct Service role and a smaller emphasis on City funding to fill service gaps, on a temporary basis, focused on the City's Partnership role. During the discussion, your Council expressed an interest in allocating approximately $100,000 to these two areas.

Given the timing of the H&HS funding cycle (Attachment B) we need to estimate how much of this funding may be available for our community agencies and partners. To determine this staff first looked at the range of feasible ways to increase programming that will promote Outcomes 1, 2 and 7. These are the Outcomes that your Council's policy says the City takes on a Direct Services/Lead Agency role. Parks, Recreation and Cultural Services staff has done a preliminary scan to identify some of the most promising ways to achieve this goal. This work shows that there are at least 5 areas of programming that could be expanded and would achieve the Desired Outcomes. These include such things as expanded summer programming, increased recreation

programming targeted to residents of Ballinger Homes and expansions of after school offerings in conjunction with elementary schools. Staff estimates that 2-4 of these types of enhancements could be implemented for $75,000. Funding proposals for these enhancements would be brought to your Council for review as part of the Proposed 2001 Budget. Some of these services will be in-house some will be contracted. This would leave $25,000 to support City funding to support agencies' efforts to fill service gaps of community agencies through the H&HS Allocations process.

Funding Available:
Funding for this allocation process is a blend of City General Funds and the City's share of the Community Development Block Grant. Typically at this point in the funding cycle, staff estimates the total funds available based on past year's funding levels. These levels are subject to change as a result of the Federal appropriation for the CDBG and as a result of the City's annual budget.

The total 2000 General Fund H&HS allocation is $158,000. Projects funded in 2000 include, Teen Hope ($7,500), Shoreline Senior Center ($65,386), Teen Earthworks ($7,500), Center for Human Services ($59,371), Club Kellogg ($10,000) and Youth Volunteer Corps ($8,000). With the addition of the $25,000 in funding for Youth Services Policy a total of $183,000 in General Funds will be available for allocation each year of the cycle.

The total CDBG allocation for 2000 is $334,000. CDBG funding supports four separate activities: Public Services (Human Services), Housing Repair, Capital Projects and Administration. Staff is proposing an increase in funding for Home Repair and a commensurate decrease in funds allocated to capital projects. Two factors influence this recommendation. First is the elimination of the fund balance in our Home Repair fund. As a result of Shoreline staff's advocacy with King County and increased marketing, the number of Shoreline residents receiving home repair loans has reached an all time high of 14 in 1999. The fund balance that once existed has been used for repairs and no longer exists. The second factor is HUD's implementation of new rules governing the elimination of lead based paint hazards. These rules will increase costs for repairs in most instances. Funding at the recommended level is intended to allow Shoreline to serve between 10 and 15 homeowners.

Our estimates of available funding are as follows:

	2000	2001	2002
H&HS/General Fund	$158,000	$158,000	$158,000
Goal 4	N/A	$ 25,000	$ 25,000
CDBG/Public Services	$ 58,000	$ 58,000	$ 58,000
Sub Total All Services	$216,000	$241,000	$241,000
CDBG/Capital	$148,000	$102,000	$102,000
CDBG/ Home Repair*	$ 74,000	$120,000	$120,000
CDBG/ Administration*	$ 53,000	$ 53,000	$ 53,000

*Not included in competitive process

Appointment of the H&HS Advisory Committee:
In past years staff has largely handled the recruitment, selection and appointment of the H&HS Advisory Committee members. In order to increase the connection between this Committee and your Council this year's processes would involve Councilmembers more directly. Since this is an ad-hoc committee that is advising your Council, staff recommends that the Mayor and Deputy Mayor review and appoint members. Staff would work with Council, to generate applicants for the Committee beginning in early May (See Attachment B for the schedule). The list of candidates would be reviewed and appointed by the Mayor and Deputy Mayor in early June.

SUMMARY

This year the H&HS Allocations process will cover a two-year, 2001-2002, funding cycle. The City will allocate an estimated $241,000 for services and $102,000 for capital projects in each year of the cycle. As in the past the Desired Outcomes will serve as a guide for the City's funding priorities. Capital projects will also be evaluated based on the degree to which City CDBG funding leverages other funds or presents a unique opportunity. In the areas of Youth Services recent policy development has narrowed the range of projects that may be funded through the H&HS Allocations process. Youth Services funding will focus on those areas where the City has established its role as that of a Partner. This policy work has also resulted in an additional $25,000 being added to the H&HS funding for community agencies.

The City will form an H&HS Advisory Committee to develop a recommendation for your Council as to the allocation of these funds. The Mayor and Deputy Mayor will make appointments to this Committee.

RECOMMENDATION

No specific action is requested at this time. We are seeking consensus directing staff to implement the funding allocation process outlined.

ATTACHMENTS

A. Summary of Goal 4 Policy
B. Schedule for H&HS Funding Allocations Process

Summary
Goal 4 Policy Statements

The City of Shoreline places a high priority on the healthy development of its children and youth. In January of 2000, the Shoreline City Council endorsed a policy that clearly outlines how the City will relate vis-a-vis others in the community that also provides support and programming to meet the needs of children and youth. This policy is based on a review of the needs of children and youth, the availability of services and the roles that various governments, agencies and organizations play in meeting those needs.

YS Policy 1: The City will fulfill the role of Direct Service Provider/Lead Agency in pursuit of Outcomes 1, 2 and 7.

YS Policy 2: The City will fulfill the role of a Partner in pursuit of 3, 4, 5, and 13. In its role as a partner, the City may from time to time fill critical gaps in services when it finds that support from other appropriate organization(s) is not providing adequate levels of service to the City's residents. In such instances the City's support will be temporary.

YS Policy 3: The City will fulfill the role of advocate in pursuit of all Outcomes. In this capacity as an advocate the City will seek the creation of community partnerships and non-City funding that improves service levels. As an advocate the City will also work to see that other appropriate levels of government and organizations provide adequate resources to fill critical gaps in services to Shoreline residents.

City's Role in Youth Services

Area of Service/Desired Outcome	City	County	Schools
1. More youth in structured activities	D/L	P	D/L
2. Reduce delinquency, violence and crime	D/L	P	A
3. More young people who are skilled and prepared	P	D/L	D/L
4. Reduce substance abuse	P	D/L	A
5. Reduce child abuse and neglect	P	D/L	P
7. More youth have contact with caring adults	D/L	P	P
9. Increase affordable child care	A	D/L	D/L
12. Reduce teen pregnancy	A	D/L	P
13. Reduce domestic and dating violence	P	D/L	A

D/L Direct Service Provider/Lead Agency: Fulfilling this role includes funding and/or direct service provision. Decisions about what services to provide or to fund in this area will be made through the City's regular budget processes. In instances where the City finds it to be more effective to contract for a service, the City will use its regular purchasing/contracting process to identify and select a qualified provider.

P Partner: Fulfilling this role may include funding to fill critical gaps in services when the City finds that support from other appropriate organization(s) is not providing adequate levels of services to Shoreline residents. In such instances the City's support will be temporary. Funding decisions in this area will typically be made through the City's biannual H&HS funding process.

A Advocate: Fulfilling this role does not include direct funding of services to achieve this outcome.

Attachment B

2001/2002 H&HS and CDBG
Application and Review Timeline

Council Meeting	4/10
Applications Available	4/26
H&HS Advisory Committee	5/1- 6/9
Advertise for Committee Members	5/1
Committee Applications Due	5/19
Appointments	6/9
Funding Applications Due	6/12
H&HS Advisory Committee Reviews	July
H&HS Final Recommendation	8/10
Council Hearing/Review/Action	9/11
CDBG Plan due to King County	10/2