

CITY OF SHORELINE
SHORELINE CITY COUNCIL
SUMMARY MINUTES OF BUSINESS MEETING

Monday, May 23, 2011
7:00 p.m.

Council Chamber - Shoreline City Hall
17500 Midvale Avenue North

PRESENT: Mayor McGlashan, Deputy Mayor Hall, Councilmember Eggen, Councilmember McConnell, Councilmember Roberts, Councilmember Scott, and Councilmember Winstead

ABSENT: None

1. CALL TO ORDER

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

2. FLAG SALUTE/ROLL CALL

Mayor McGlashan led the flag salute. Upon roll call by the City Clerk, all Councilmembers were present.

(a) Proclamation of Armed Services Appreciation Week

Mayor McGlashan read a proclamation declaring the week of May 23-27, 2011 as "Armed Forces Appreciation Week" in the City of Shoreline. Commander Thomas Drapac, of the American Legion Star Sutherland Jr. Post #227 in Shoreline, accepted the proclamation and thanked the Council for this recognition.

3. CITY MANAGER'S REPORT

Julie Underwood, City Manager, provided reports and updates on various City meetings, projects, and events.

4. COUNCIL REPORTS

Councilmember Eggen reported on the Regional Transit Committee meeting and on the "topping-out" ceremony of the Vision House.

Deputy Mayor Hall stated that the Puget Sound Regional Council general assembly would meet this week.

5. PUBLIC COMMENT

a) Melanie Matway, Shoreline, said the outdoor movie night event engages the entire community and is well-spent mini-grant funding.

b) Art Wadekamper, Shoreline, expressed concern about City spending on utilities acquisition without a vote of the people and going to the legislature to bypass the vote requirement.

Councilmember Eggen responded that the City is spending money now to see if the purchase is even feasible and the citizens of Shoreline will make the ultimate decision.

6. APPROVAL OF THE AGENDA

Upon motion by Councilmember Winstead, seconded by Deputy Mayor Hall and unanimously carried, the agenda was approved.

7. CONSENT CALENDAR

Upon motion by Councilmember Roberts, seconded by Councilmember Winstead and unanimously carried, the following Consent Calendar items were approved:

- (a) Minutes of Study Session of April 18, 2011
 Minutes of Workshop Dinner Meeting of April 25, 2011
 Minutes of Study Session of May 2, 2011

(b) Approval of expenses and payroll as of May 13, 2011 in the amount of \$2,208,829.88 as specified in the following detail:

*Payroll and Benefits:

Payroll Period	Payment Date	EFT Numbers (EF)	Payroll Checks (PR)	Benefit Checks (AP)	Amount Paid
4/17/11-4/30/11	5/6/2011	39749-39955	10724-10756	46979-46987	\$413,354.34
					<u>\$413,354.34</u>

*Accounts Payable Claims:

Expense Register Dated	Check Number (Begin)	Check Number (End)	Amount Paid
5/3/2011	46876	46884	\$1,216,861.59
5/4/2011	46885	46898	\$48,592.82
5/4/2011	46899	46912	\$3,847.50
5/4/2011	44401	44401	(\$18.59)
5/4/2011	46913	46913	\$18.59

5/4/2011	46914	46918	\$47,193.78
5/4/2011	46919	46923	\$257,311.60
5/5/2011	46924	46924	\$3.00
5/10/2011	46925	46946	\$108,158.07
5/11/2011	46947	46955	\$78,437.72
5/11/2011	46956	46978	\$35,069.46
			<u>\$1,795,475.54</u>

(c) **Motion Authorizing the City's Participation in the King County Community Development Block Grant (CDBG) Consortium for the Federal Fiscal Years 2012-2014**

(d) **Motion to Authorize the City Manager to Collect Additional Fees for City Administrative Expenses of Employee Deferred Compensation Plans**

(e) **Motion to Approve Neighborhood Mini-Grant Funding for Ballinger and North City Neighborhood Associations**

(f) **Motion to Approve the 2011-2012 Council Goals and Workplan**

(g) **Approval of Ordinance No. 603, Amending the 2011 Budget for the State Drug Enforcement Forfeitures Funds and the Federal Drug Enforcement Forfeitures Fund**

8. ACTION ITEMS: OTHER ORDINANCES, RESOLUTIONS, AND MOTIONS

(a) **Motion to Authorize the City Manager to Approve a Services Contract Amendment with EES Consulting for Seattle Public Utilities Feasibility Analysis**

Julie Underwood, City Manager, introduced Mark Relph, Public Works Director, who reported on the City's progress in negotiating with Seattle Public Utilities (SPU) regarding the acquisition of SPU facilities in Shoreline. He explained the proposal to amend the contract with EES Consulting in the amount of \$95,490 for the engineering and financial feasibility analysis of the Seattle potable water system within the City of Shoreline. Mr. Relph explained that the process is broken down into three separate phases and the \$33,000 first phase develops financial models, engineering data, and a draft operations plan. The second phase involves the completion of the engineering analysis (due diligence) and the water supply analysis is done in the final phase.

Deputy Mayor Hall moved to authorize the City Manager to approve a services contract amendment with EES Consulting for a Seattle Public Utilities Feasibility Analysis. Councilmember Eggen seconded the motion.

Deputy Mayor Hall stated that when the City goes to the voters it must provide the residents as much information as possible. Thus, this amendment, which includes the completion of the feasibility analysis, is essential.

Councilmember Eggen stated that the benefits of local control and transparency relating to this project are great and agreed that the City should proceed to determine feasibility.

Councilmember Eggen asked if there was a way to take advantage of Ronald Wastewater District's knowledge of utilities acquisition, since they acquired part of SPU's system. Mr. Relph said that the City will do its best to ensure that discussion happens and would welcome discussion with anyone who has experience with this type of action.

Mayor McGlashan commented that the City is not getting into the utility business until the analysis is done and the residents vote. He said any progress would be conveyed to the community through *Currents* and on the City's website.

A vote was taken on motion to authorize the City Manager to approve a services contract amendment with EES Consulting for a Seattle Public Utilities Feasibility Analysis, which carried 7-0.

9. NEW BUSINESS

(a) Discussion of Amendments to the Fee Schedule (Shoreline Municipal Code 3.01.030) and Use of Shoreline Facilities Policy

Eric Bratton, Management Analyst, and Dick Deal, Parks, Recreation and Cultural Services Director, provided the staff report and explained the proposal to amend the City's fee schedule to better reflect current policies regarding facilities rental policies, concession fees, and discounts.

Mr. Bratton noted that there are four areas that are addressed. The first is a recommendation to give the City Manager discretion on the rental fee waiver. The second is a recommendation to eliminate the 20% fee on gross receipt concessions and replace it with a concessionaire permit. There are three permit options and the City staff recommends option 2, which is a variable flat fee, based on the size and season of the event. He explained that Option 2 is easier to implement and allows the City to obtain more revenue from larger events. He added that there is also a rate for non-profit organizations. The City staff is recommending eliminating the senior discount rate and maintaining the general discount, which seniors could also use. Finally, he outlined the recommendation to require an Instructor's permit for those providing lessons to ensure they have insurance and a City business license.

Councilmember Winstead agreed with the City staff recommendations. Mr. Bratton responded to Councilmember Winstead and stated that there is a concern with determining who the instructors are. However, this will give the City an opportunity to talk to people about business license and insurance requirements. He further stated that sometimes the instructors put up signs and hand out business cards when they are giving lessons.

Councilmember Eggen inquired if proof of insurance is a new policy and Mr. Deal replied that it is inherited from King County and clarifies the City's current policy.

Responding to a concern expressed by Councilmember Roberts, Mr. Bratton replied that the City would be approaching those people who instruct as a career, not as a hobby. There was further discussion about rentals, for-profit and non-profit youth groups using City facilities, and concession fees. Mr. Bratton clarified the intent is to have all organizations provide proof of insurance.

Deputy Mayor Hall commented that he is comfortable with the staff recommendations.

Mr. Bratton clarified for Councilmember Roberts that individual vendors would be charged the concession fee if an event is held on park property, such as a farmer's market. Deputy Mayor Hall added that the reasoning is to ensure each individual vendor has proper insurance. Mr. Deal added that individual vendors who participate in a farmer's market could establish an association and have the fee negotiated through a contract with the City.

Councilmember Winstead asked if there were fees for different types of concessions, adding that it would be good for the Council to see what the fees are in other cities so the Council can respond to citizens intelligently. Councilmember Eggen concurred and said he would like information concerning the types of organizations using City facilities.

Ms. Underwood commented that the City staff could return to Council with a proposed fee schedule and provide more information. She added that work can be done with a farmer's market group, which has been set up as a non-profit organization, and the City could partner with it in order to avoid having the City work with each farmer's market vendor.

10. ADJOURNMENT

At 8:10 p.m., Mayor McGlashan declared the meeting adjourned.

Scott Passey, City Clerk

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