

CITY OF SHORELINE
SHORELINE CITY COUNCIL
SUMMARY MINUTES OF BUSINESS MEETING

Monday, April 28, 2014
7:00 p.m.

Council Chambers - Shoreline City Hall
17500 Midvale Avenue North

PRESENT: Mayor Winstead, Deputy Mayor Eggen, Councilmembers McGlashan, Hall, McConnell, Salomon, and Roberts

ABSENT: None

1. CALL TO ORDER

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

2. FLAG SALUTE/ROLL CALL

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

a) Proclamation of Arbor Day

Mayor Winstead read a proclamation declaring April 30, 2014 as Arbor Day in the City of Shoreline. Matthew Loper, Environmental Science and Botany Professor, Shoreline Community College accepted the proclamation, and acknowledged colleagues and students in the audience that have contributed to the preservation of the urban forest. He made comments regarding Arbor Day and explained the significance of the preservation of the urban forest.

Mayor Winstead welcomed Ben Thompson, Urban Forestry Specialist, Department of Natural Resources. Mr. Thompson announced that the City of Shoreline has been recognized as a Tree City USA Community for the second year in a row, and commended the City for tree management and sustainability, and for having attractive healthy green spaces for residents to recreate and enjoy.

b) Recognition of Outgoing Board Members: Planning Commission; Parks, Recreation and Cultural Services Board; Library Board

Mayor Winstead, on behalf of the City Council, expressed the City's gratitude and recognized former Commissioners and Boardmembers for their hard work and service to the City of Shoreline. The following members were recognized for their service and were presented a token of appreciation from the City of Shoreline: Planning Commissioners Cynthia Esselman, four years of service, and Michelle Linders Wagner, eight years of service; PRCS/Tree Boardmember Kevin McAuliffe, nine years of service; and Library Boardmembers Susan Hoyne, eight years of service, and Corey Murata, four years of service.

3. REPORT OF THE CITY MANAGER

Debbie Tarry, City Manager, provided reports and updates on various City meetings, projects and events.

4. COUNCIL REPORTS

Councilmember McGlashan reported that he attended the Sound Transit Board meeting and received updates on the Sustainability Framework Program, the Real Property Inventory and Utilization Plan, and the Transit Oriented Development Program. He offered to provide handouts from the meeting upon request.

Councilmember Hall reported that he attended the dedication of the tunnel boring machine and explained the tunnel will extend Lightrail from the University of Washington to Northgate. He stated it was exciting to see the project getting underway.

Deputy Mayor Eggen reported that he attended a meeting hosted by King County Councilmembers regarding the Solid Waste Plan and announced a northeast area Transfer Station will not be built. He stated the Plan will include four stations and there is a minimal traffic impact to the Shoreline station. Councilmember Hall asked if haulers will use I-5 off-ramps or Shoreline's surface streets. Deputy Mayor Eggen replied they have to use surface streets. Mayor Winstead requested staff's confirmation of the routes for the haulers.

5. PUBLIC COMMENT

Tom Jamieson, Shoreline, stated he is present to keep freedom of speech alive and participate in local government. He commented on Snohomish County's proposed ordinance and his understanding is that there is a moratorium on any permits that have not been issued. He asked Council to recall its resolution supporting King County Proposition 1, which was defeated in Shoreline, and asked Council to evaluate whether it is appropriately representing the community. He then recommended an election on the Ronald Wastewater Assumption.

6. APPROVAL OF THE AGENDA

The agenda was adopted by unanimous consent.

7. CONSENT CALENDAR

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

- a) Minutes of Business Meeting Workshop Dinner Meeting of April 7, 2014
- b) Approval of expenses and payroll as of April 11, 2014 in the amount of \$1,470,369.20

***Payroll and Benefits:**

Payroll Period	Payment Date	EFT Numbers (EF)	Payroll Checks (PR)	Benefit Checks (AP)	Amount Paid
3/2/14-3/15/14	3/21/2014	54844-55043	13062-13081	56400-56407	\$559,671.28
3/16/14-3/29/14	4/4/2014	55044-55246	13082-13101	56522-56527	\$434,337.53
					<u>\$994,008.81</u>

***Accounts Payable Claims:**

Expense Register Dated	Check Number (Begin)	Check Number (End)	Amount Paid
4/2/2014	56408	56415	\$23,518.33
4/3/2014	56416	56433	\$107,103.13
4/3/2014	56434	56444	\$2,052.03
4/3/2014	56445	56458	\$49,003.19
4/3/2014	56459	56472	\$28,061.80
4/8/2014	56473	56483	\$187,062.66
4/9/2014	56484	56490	\$9,120.55
4/9/2014	56491	56507	\$30,440.11
4/9/2014	56508	56518	\$1,950.58
4/9/2014	56519	56521	\$38,048.01
			<u>\$476,360.39</u>

c) Adoption of the 2015-2020 Transportation Improvement Program

8. ACTION ITEMS

a) Adoption of Ord. No. 687 Amending the 2014 Salary Schedule for the Communications Program

Ms. Tarry introduced John Norris, Assistant City Manager, to provide the report. Mr. Norris explained the amendment adds the Communication Program Coordinator in the exempt salary schedule at range 52 with no budgetary impact; and moves the Communication Assistant position from range 37 to 39 on the non-exempt salary schedule with a \$2,967 annual budgetary impact. Mr. Norris provided alternatives to the adoption of the ordinance.

Councilmember McGlashan moved to adopt Ordinance No. 687 amending the 2014 salary schedule for the communications program. The motion was seconded by Councilmember McConnell.

Councilmember Roberts stated his support for providing the City Manager with authority to make staffing decisions, and asked what step an incumbent is placed when they begin a new salary range. Ms. Tarry responded that they start at the step closest to their current salary if that placement does not result in a salary decrease. Councilmember Hall also stated his support for the City Manager’s authority to make staffing decisions, but stated the review should be a part of the annual budget process, and he cannot support the amendment until salaries are reviewed

within the context of a salary study. He commented that staff has done a phenomenal job managing costs, but wants to remain cautious on decisions that will increase the budget. Mayor Winstead commented on the importance of fairly compensating staff working outside of their classification.

The motion carried 6-1 with Councilmember Hall voting in opposition.

9. STUDY ITEMS

a) Discussion of Draft Urban Forest Strategic Plan

Ms. Tarry introduced Dick Deal, Park, Recreation, and Cultural Services Director, to lead the presentation regarding the Draft Urban Forest Strategic Plan. Mr. Deal explained that the plan will help guide the care and management of the City's public trees. He introduced Katie Beth, Park, Recreation, and Cultural Services/Tree Board Chair and Elizabeth Walker, Terra Firma Consultant, to assist with the report. Mr. Deal provided background on the development of the plan including the creation of a Tree Board, development of tree regulations, Shoreline's status as a Tree City USA, and commented on the two grants the City was awarded from the Department of Natural Resources.

Ms. Beth reviewed the contents and major themes of the plan. Ms. Walker highlighted the categories of a sustainable urban forestry program, commented on short and long term strategies, and explained the timeline and budget implications. Mr. Deal stated the final plan is scheduled to be presented to Council in May.

Councilmembers expressed appreciation for the great work on the development of the Urban Forest Strategic Plan, asked questions regarding the tree list, the tree list location policy, the development of Appendix C priorities list, and emphasized a need for public education on the tree policy.

Ms. Walker explained the development and prioritization of the list of strategies. Mr. Deal stated public education is a big component in the plan to help people understand policy and provide information on the correct way to care for, prune, remove, and replace trees. Councilmembers asked if staff can reevaluate the use of strong action language such as "it is critical to do", and asked for clarification on the tree inventory process. Mr. Deal explained that the City is adhering to some of the items listed in Appendix C for tree management, and stated that the plan would allow the City to be more strategic and systematic in its approach.

At 8:15 p.m., Mayor Winstead called for recess and passed the gavel to Deputy Mayor Eggen and departed the meeting. At 8:15 p.m. Councilmember Roberts also departed the meeting. At 8:23 p.m., Deputy Mayor Eggen reconvened the meeting.

b) Discussion of the 145th Route Development Plan (RDP), Scope and Funding Update

Ms. Tarry introduced Kirk McKinley, Transportation Services Manager, and Alicia McIntire, Senior Transportation Planner, to provide an update to Council on the 145th Route Development

Plan (RDP) which will serve as the master plan for corridor improvements. Mr. McKinley reviewed the major components of the plan's development. He discussed intersections, interchange and roadway cross-sections options, base map development, public outreach and agency participation, and reviewed the design, scope and the coordination utilities plan.

Ms. McIntire reviewed the goals and evaluation criteria specific to the corridor such as safety and multi-modality usage, and emphasized the need to be flexible, have public involvement, support economic development, and adhere to City plans and policies. Mr. McKinley recalled that Council allocated \$250,000 in the Capital Improvement Plan to fund the beginning process of the RDP, and explained the need for outside funding. He recommended continued outreach to the State Legislature and federal government for assistance with funding, and updated the Council on the status of grant applications that can support the project. Ms. McIntire reviewed the consultant scope of work and the request for proposals process. She explained the next step is to develop a scope of work and timeline with the Core Group, and to develop a request for proposals for May 2014.

Councilmembers recommended lobbying the state legislature to write the project into a funding package instead of pursuing a combination of small grants; performing outreach to organizations that are knowledgeable about working with state and federal funding systems, like the Cascade Bike Club; requesting a bridge near 145th to separate bikes and pedestrians from motor vehicles; and working with Sound Transit to get the project on their list for funding.

Councilmembers agreed with moving forward with the RDP; questioned if an overpass is the most effective option in terms of safety and cost; and asked about the Washington Department of Transportation Study. Ms. McIntire recalled the City's comment letter to Sound Transit emphasizing bicycle and pedestrian access to the light rail station and explained the conversation included improvements to 145th Street in the long range plan. Mr. McKinley explained that the typography at the location lends itself to a bridge overpass. Ms. McIntire explained the WSDOT study looked at existing accessibility, safety issues in pedestrian environments and low cost alternatives to rebuild sidewalks, level of services for four intersections, and the cost to improve those intersections. Washington State Department of Transportation, City of Seattle, Seattle City Lights, Sound Transit, King Country Metro and Puget Sound Region Council were listed as the agencies that need to be core participants in the process and a citizen's advisory board to ensure public participation is being recommended.

Councilmember Hall asked for illustrations that show the pedestrian separation and connection to the light rail station platform. Councilmember McConnell commented on the need to have a vision and concept prior to asking for funding. Councilmember McGlashan supports annexation of 145th even with the associated risks. Councilmember Salomon expressed commitment to improving 145th when lobbying for the 145th station location. Deputy Mayor Eggen acknowledged the difficult engineering task and the challenge in obtaining funding, and offered his support for the plan.

c) Discussion of Ord. No. 685 - 2013 Budget Carryover

Ms. Tarry introduced Robert Hartwig, Administrative Services Director to give the presentation that will provide an overview of proposed carryover and budget amendment requests. Mr. Hartwig provided a definition of re-appropriation (carryovers) and budget amendments. He stated carryovers totaled approximately \$2.6 million as the amount budgeted but not spent as of December 31, 2013 and reviewed the \$1.6 million budget amendments. He provided impacts to the fund balance if the amendment is approved by Council, and stated the adoption of the Ordinance results in approximately a \$1.9 million increase to the fund balance.

Councilmember Hall recommended that budget amendments, that require making changes to the budget, are brought to a study session for discussion by Council instead of being placed on the consent calendar; commented on the process for budgeting for multi-year projects; and requested a review of the multi-year budgeting process.

At 9:31 p.m., Deputy Mayor Eggen declared the meeting adjourned.

Jessica Simulcik Smith, City Clerk