

CITY OF SHORELINE
SHORELINE CITY COUNCIL
SUMMARY MINUTES OF BUSINESS MEETING

Monday, April 13, 2015
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, who presided.

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 Volunteer Week

Mayor Winstead read a proclamation declaring April 12 -18 Volunteer Week in the City of Shoreline. Pete Gerhard, Richmond Highlands Neighborhood Association, stated that he accepts the proclamation on behalf of all the terrific volunteers in the City of Shoreline.

3. REPORT OF CITY MANAGER

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

4. COUNCIL REPORTS

Councilmember Roberts reported attending a Sound Cities Association Public Issues Committee meeting and commented on the King County's Solid Waste Comprehensive Plan's goal of achieving 70% countywide recycling. He stated that mandatory garbage pick-up and recycling may be required.

Deputy Mayor Eggen said he attended a Solid Waste Advisory Committee (SWAC) meeting and commented on the countywide goal to achieve 70% recycling. He shared that the landfills are projected to be full in 2030 and that SWAC is coming up with recommendations to present to cities. He also reported attending a Puget Sound Regional Council Transportation Policy Board meeting and explained that the Board recommends cities for grants for transportation projects.

He stated that Sea-Tac Airport is developing a master plan to upsize the Airport, and that road usage charges are being tested and may take the place of gas taxes.

5. PUBLIC COMMENT

There were no members of the public wanting to address Council.

6. APPROVAL OF THE AGENDA

The agenda was adopted by unanimous consent.

7. CONSENT CALENDAR

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

(a) Minutes of Special Meeting of March 30, 2015

(b) Approval of expenses and payroll as of March 19, 2015 in the amount of **\$1,564,460.38**

***Payroll and Benefits:**

Payroll Period	Payment Date	EFT Numbers (EF)	Payroll Checks (PR)	Benefit Checks (AP)	Amount Paid
2/15/15-2/28/15	3/6/2015	59919-60117	13715-13733	59479-59484	\$437,936.48
					<u>\$437,936.48</u>

***Accounts Payable Claims:**

Expense Register Dated	Check Number (Begin)	Check Number (End)	Amount Paid
3/11/2015	58893	58893	(\$13,088.75)
3/11/2015	59425	59425	\$13,088.75
3/12/2015	59426	59446	\$260,065.48
3/12/2015	59447	59453	\$28,039.22
3/12/2015	59454	59473	\$62,216.89
3/12/2015	59474	59476	\$15,117.11
3/12/2015	59337	59337	(\$4,886.93)
3/12/2015	59477	59477	\$4,886.93
3/13/2015	59478	59478	\$317.55
3/13/2015	59485	59485	\$3,573.15
3/16/2015	59486	59486	\$54.00
3/19/2015	59487	59509	\$572,762.18
3/19/2015	58510	59519	\$15,686.12
3/19/2015	58520	58542	\$166,353.43
3/19/2015	59543	59543	\$2,338.77
			<u>\$1,126,523.90</u>

(c) Adoption of Ord. No. 710 - Franchise Agreement for Fiberoptics with Astound

(d) Authorize the City Manager to Execute a Contract with Marquam Consulting for Sharepoint Consulting Services

8. ACTIONS ITEMS

(a) Public Hearing to receive citizens comments on Transportation Improvement Plan

Kirk McKinley, Transportation Services Manager, provided background on the Transportation Improvement Plan (TIP) and stated that the TIP also informs the Capital Improvement Plan. He reviewed that funded programs total close to \$11 million, funded projects total over \$54 million, including an unfunded portion of 145th Street, and unfunded projects total over \$217 million. He presented projects that are competitive for grant funding and reviewed the Grant Match Fund. He listed projects which need planning phases and provided staff recommendations. He discussed the development of a funding strategy for the Community Renewal Area, advanced acquisition of right-of-ways, and the challenges of utility undergrounding.

Mayor Winstead opened the Public Hearing.

Chrissey Gildow, Richmond Beach resident, suggested developing a defined network of bike paths in the City's right-of-ways, specifically on Richmond Beach area roads, and commented on how dangerous it is currently to bike these roads. She explained that she is not suggesting a suicide lane and asked the Traffic Committee to design a long term solution.

Sherry Hill, Richmond Beach resident, commented that she attended all of the Transportation Corridor meetings for Point Wells and asked Council to solicit additional public input. She said that the bike lanes are a controversial project and asked that the City work with citizens before converting arterials into bike lanes. She expressed concern about Trader Joe's traffic and requested that the traffic signals be coordinated at that intersection.

Tom Jamieson, Shoreline resident, commented on the plan to close Westminster Way at the north end by the pedestrian bridge and stated he believes that it is consistent with the Community Renewal Area Plan at Aurora Square. He stated that the Transportation Master Plan (TMP) has Westminster designated as a truck route and that it is also referenced in the Comprehensive Plan as a road to aid truck freight. He asked what the relationship between the TMP and TIP is and stated that they have conflicting objectives that need to be addressed. He stated it appears that the City is moving in reverse order and suggested the correct order of governance is the Comprehensive Plan, next the TMP and then the TIP.

Tom McCormick, Shoreline resident, addressed staff's recommendation to widen the lanes on Richmond Beach Road. He stated that this is the opposite of what the City should be doing and that widening the roads will allow more capacity and meet the needs of the developer instead of current residents. He believes the City should minimize traffic volume and reduce the Point Wells development. He said it is not appropriate to have bikers zigzag all around to get from point A to point B. He stated his preference is for a direct route through a designated bike lane all the way up the Richmond Beach Corridor.

Mayor Winstead closed the Public Hearing.

Councilmember Roberts asked if the City is performing an independent analysis on trip counts taking into consideration projected increases that will come with the Light Rail Station and increased Metro Services. He asked how the truck route was developed, and inquired when the discussion for changing lane widths adopted in 185th Street Station Subarea Plan will come back to Council, and if there could be citywide consideration. Mr. McKinley responded that the corridor study will use the most recent traffic model and will adjust for future growth. He explained that the Washington Department of Transportation designated Westminster Way as a truck route. He then stated a portion of Westminster Way is no longer designated as a truck route in the TMP, and that the vacation of that roadway is proposed in the CRA. He noted that there is a meeting next week to address implementation of the 185th Street Station Subarea Plan.

Councilmember Hall commented on the Bike/Pedestrian Master Plan and asked if the short un-open bits of right-of-way for bike and pedestrian connections were included in the TMP. Mr. McKinley responded they are included in the TMP but explained that a program has not been set up to pave them.

Deputy Mayor Eggen commented that Project 11, on 19th Avenue and Ballinger, was encouraged because the apartment building there has no sidewalks and that Project 14 is a school bus stop where kids are playing dangerously on the hillside. He asked if there is a way to capture the motivation behind the goals because they relate back to the safety of citizens and young people. He commented that there are areas in the City where there is not sufficient room to make bike paths, and since the ultimate goal is safety, that alternatives should be explored.

Councilmember Salomon commented that the Grant Match Fund and the CRA programs are good areas to focus on. He questioned if the City would have been able to leverage grant money if it did not have the Grant Match Program. He asked about utility undergrounding and suggested approaching it on a project by project analysis. He asked when the Richmond Beach Traffic Corridor Study (TCS) would be completed, and said he would need that Study before supporting improvements to that corridor. Mr. McKinley acknowledged that projects without grant matching funds would have to be funded by the General Fund. He then talked about the challenges and complications associated with undergrounding. He added that the primary purpose for including Richmond Beach Road is to address safety issues and ensure that it is included in the TIP for grant funding purposes. Ms. Tarry responded that there is not a date certain of when the TCS will be completed because they are still waiting for traffic modeling information.

Councilmember McGlashan commented that the most challenging intersection, at 160th and Greenwood, is not on the list and asked if it is in the Shoreline Community College's (SCC) Master Plan. He asked about the intersection at NW Richmond Beach Road and 3rd Avenue. Mr. McKinley responded that the intersection at 160th and Greenwood is on the CRA and in SCC's Master Plan, and explained that Kendra Dedinsky, Traffic Engineer, is working on a grant opportunity to help make the intersection at Richmond Beach Road and 3rd Avenue operate safer.

Councilmember McConnell asked what is included in the NW Richmond Beach Road and 3rd Avenue project. Mr. McKinley answered that it is a five lane intersection.

Mayor Winstead thanked Mr. McKinley for the informative presentation and applauded the Grant Match Fund. She stated that it allows the Transportation Department the opportunity to receive money to fund projects throughout the City.

9. STUDY ITEMS

- (a) Discussion of Ord. No. 711 - New Chapter for the Shoreline Municipal Code 3.65 - Collection of Debt

Patti Radar, Interim Administrative Services Director, provided an overview of Proposed Ordinance No. 711 and explained that it is a one-time cleanup of 15 delinquent accounts dating back to 2006. She reviewed the debt collection policy and procedures, and stated that currently only Council can write off debt. She presented the categories of debt and pointed out that the majority of debt is from car accidents. She stated that Ordinance No. 711 would provide the Administrative Services Director authority to establish procedures, allow for the use of collection agencies, and let staff write off debt amounts up to \$5,000. She explained that Council would authorize the write off of debts above \$5,000.

Councilmember Roberts commented on the importance of having a debt collection policy in place especially when assuming additional utility providers. He asked if Council will approve the policy and procedure on debt collection. He requested to see the policy granting authority to write off debt, expressed concern on certain debts being written off earlier than others, and requested a report on everything that is written off.

Ms. Rader responded that there is a debt policy in place which follows the Revised Code of Washington. She explained that staff is requesting that the four items presented earlier be added to the policy, and stated that a report will be provided to Council identifying write offs. Margaret King, City Attorney, stated that there will be additional ordinances brought forward that specifically address utilities. Ms. Tarry said she would provide the current policy and procedure for debt collection for Council's review.

10. EXECUTIVE SESSION

At 8:42 p.m., Mayor Winstead called for a five minute recess. At 8:47 p.m., Mayor Winstead reconvened the meeting, and then announced a recess into an Executive Session for a period of 30 minutes as authorized by RCW 42.30.110(1)(i) to discuss potential litigation to which the City is likely to become a party. City staff attending the Executive Session included: Debbie Tarry, City Manager; John Norris, Assistant City Manager; Kirk McKinley, Transportation Services Manager; Nytasha Sowers, Transportation Planning Manager; Kendra Dedinsky, Traffic Engineer; and Margaret King, City Attorney. At 9:20 p.m. Mayor Winstead emerged to announce a 20 minute extension to the Executive Session. At 9:40 p.m. Mayor Winstead emerged to announce a 10 minute extension to the Executive Session. At 9:50 p.m., the Executive Session was over.

11. ADJOURNMENT

At 9:50 p.m., Mayor Winstead declared the meeting adjourned.

Jessica Simulcik Smith, City Clerk

DRAFT