

CITY OF SHORELINE
SHORELINE CITY COUNCIL
SUMMARY MINUTES OF BUSINESS MEETING

Monday, May 11, 2015
7:00 p.m.

Council Chambers - Shoreline City Hall
17500 Midvale Avenue North

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

ABSENT: Councilmember McConnell

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 with the exception of Councilmember McConnell.

Councilmember Hall moved to excuse Councilmember McConnell for personal reasons. The motion was seconded by Deputy Mayor Eggen and passed 6-0.

(a) Proclamation of Armed Services Appreciation Day

Mayor Winstead read a proclamation declaring May 16, 2015 Armed Services Day in the City of Shoreline. Dwight Stevens and members of Shoreline Veterans Association accepted the proclamation. Mr. Stevens shared the benefits of serving in the armed forces and thanked Council for the recognition.

(b) Proclamation of Shoreline Schools Music4Life Month

Mayor Winstead read a proclamation declaring June 2015 Shoreline Schools Music4Life Month in the City of Shoreline. Ken Noreen, Director of the Shoreline Concert Band at Shoreline Community College, accepted the proclamation and shared that he has taught music for 51 years in Shoreline. He explained that the Music4Life Program brings music to kids who might not otherwise have it and asked the Community to donate their used instruments. He announced the "Proud to be American" Concert, schedule for May 19th, with special guest Saxophonist Gunnery Sergeant David Jenkins, member of "The President's Own" United States Marine Band, the University of Washington Campus Band, and the Kellogg Middle School Wind Ensemble. He concluded his remarks by thanking Council for the proclamation and recognition.

3. REPORT OF CITY MANAGER

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

Kayla Schott-Bresler, Seattle/King County Housing Development Consortium, presented Councilmembers with the 2015 Municipal Champion for Affordable Housing Award. She stated the award honors City of Shoreline Councilmembers and Staff for their leadership and hard work in supporting its most vulnerable residents, and for their partnerships with nonprofits and community agencies to raise awareness about affordable housing needs and solutions.

4. COUNCIL REPORTS

Deputy Mayor Eggen reported speaking at the International Community Health Fundraiser, shared the organization's mission, and commented that many Shoreline residents were involved in the effort. He reported that he attended the Crista Ministries 5K Run to Fight Human Trafficking, and noted 1,500 runners participated in the event and raised over \$150,000.

5. PUBLIC COMMENT

Ginny Scantlebury, Shoreline resident, commented that residents were not provided ample notice of the May 5, 2015 meeting regarding Critical Areas and asked why Richmond Beach Library was chosen as the meeting location. She commented that the City is requesting feedback on the draft Regulations and explained that she was not able to access the Regulations from the City's website.

Debbie Kellogg, Shoreline resident, spoke on Consent Calendar item 7.d regarding the Hidden Lake Dam removal. She stated that she recognizes the need to remove the dam but pointed out that the dam is mentioned in the Community Renewal Area Environmental Impact Study (CRA EIS) as being used to mitigate surface water by retaining water behind a dam that will no longer exist. She commented on the street vacation on Westminster Way and questioned why it is not included in the CRA EIS. She commented on a recent Council discussion on public record requests and shared that she views the engagement of the residents in city business as positive and supported by Council Goals.

Edward Bashshelter, Shoreline resident, commented that there needs to be a sign posted at 195th NW prohibiting semi-trucks from proceeding south on Richmond Beach Road because they cannot make it through the street and explained the difficulty of them having to back out.

Debbie Tarry, City Manager stated that she will follow up on the Communication Plan regarding the Critical Areas meeting.

6. APPROVAL OF THE AGENDA

The agenda was adopted by unanimous consent.

7. CONSENT CALENDAR

Upon motion by Councilmember Hall, seconded by Councilmember Roberts and unanimously carried, 6-0, the following Consent Calendar items were approved:

(a) Minutes of Special Meeting of March 23, 2015

(b) Approval of expenses and payroll as of April 17, 2015 in the amount of \$2,731,310.66

***Payroll and Benefits:**

Payroll Period	Payment Date	EFT Numbers (EF)	Payroll Checks (PR)	Benefit Checks (AP)	Amount Paid
3/15/15-3/28/15	4/3/2015	60300-60493	13749-13770	59717-59722	\$456,295.81
3/29/15-4/11/15	4/17/2015	60494-60694	13771-13790	59789-59796	\$598,162.36
					\$1,054,458.17

***Accounts Payable Claims:**

Expense Register Dated	Check Number (Begin)	Check Number (End)	Amount Paid
4/7/2015	59107	59107	(\$1,594.54)
4/7/2015	59674	59674	\$1,594.54
4/9/2015	59675	59686	\$159,661.87
4/9/2015	59687	59692	\$10,065.12
4/9/2015	59693	59713	\$26,152.13
4/9/2015	59714	59716	\$285.02
4/14/2015	59723	59724	\$44,795.99
4/15/2015	59725	59725	\$6,756.47
4/16/2015	59726	59757	\$1,360,989.39
4/16/2015	59758	59770	\$23,001.31
4/17/2015	59771	59788	\$45,145.19
			\$1,676,852.49

(c) Adoption of Res. No. 370 - Policy to Prohibit Discrimination on the Basis of Sex as Required by RCW 49.60.505

(d) Authorize the City Manager to Execute a Contract with Herrera Environmental Consultants for Phase 1 of Hidden Lake Dam

8. STUDY ITEMS

(a) Ronald Wastewater District/City Council Committee of Elected Officials (CEO) Update

John Norris, Assistant City Manager, provided an overview of the Ronald Wastewater District (RWD) Assumption Timeline and shared the Assumption Transition Implementation is scheduled for 2016-2017. He stated that the Assumption will occur on October 23, 2017. He reviewed and provided highlights of the following Draft CEO Work Items completed to date:

- Financial Policies Issues Paper
- Assumption Communications Plan
- Personnel Policies Issue Paper
- Budget CIP Policies Issue Paper
- Facilities Issues Paper
- Financial Systems Issues Paper

He stated that upcoming CEO Work Items will address Asset Management, Purchasing and Contracts, Equipment, Utility Advisory Board, Policy and Code Changes, and Interim Opportunities. He concluded the presentation by asking for Council direction on future assumption transition issues.

Councilmember Roberts, CEO Committee Official, commented that the Committee is working well and stated that there is a good partnership with the RWD Commissioners. He explained that there are a lot of codes and policies that the Council will need to decide on prior to the assumption and that some might be slightly different from how the Utility currently operates. He provided the example of utility billing and explained that billing could continue to go through King County or be done by the City. He commented on the importance of making decisions early to address policy issues, software needs, and the creation of an advisory board. He reported that the CEO is on schedule to have the transition plan completed by late fall/early winter.

Councilmembers asked why the City would need new software if billing was brought in-house. Mr. Norris responded that the Utility's current system is Springbrook and serves as the financial and utility billing system, and that another firm is contracted to generate bills. He stated that the City's financial system has reached its lifespan and is in need of an upgrade. He explained the benefits of implementing a citywide system that also has a utility billing component. He shared that the integration of both systems was analyzed and provided challenges. He stated that a better solution would be to move forward with purchasing a new financial system, in accordance with the Information Technology Strategic Plan, and making sure it has a utility billing component.

Councilmembers expressed appreciation of the work performed by the CEO. They conveyed their understanding for having an advisory committee to capture and preserve legacy knowledge and experience, and they support retaining the RWD Commissioners as members of the advisory committee. Councilmembers suggested the role of the advisory committee is to provide a preliminary evaluation of substantive utility issues and that Council's roles would be to work with the recommendation of knowledgeable individuals without getting into too much of the details. They noted the \$3.3 million reserve plan, asked what current reserves are and if they will remain with the utility, and what will happen with the current facility.

Mr. Norris responded that he will follow up with the District Manager to get the current amount fund reserves. He confirmed that as an Enterprise Fund, the funds will remain with the Utility. He explained that the disposition of real property was not something the CEO discussed and said it should be a City Council decision.

Councilmembers emphasized the importance of making RWD employees feel welcomed.

(b) Discussion of Ord. No. 703 - Westminster Right-of-Way Vacation

Dan Eernisse, Economic Development Manager, reviewed the proposal to vacate 7,908 square feet of Right-of-Way along Westminster Way. He provided the history of the project, reviewed the benefits to vacating the street, and noted that staff was successful in having the "highway" designation on the street removed. He talked about the traffic analysis completed by KPG and explained that the vacation addresses a 1999 Citizen Advisory Task Force recommendation. He said that the vacation does not take away any capacity for traffic flow. He concluded the presentation stating that the Ordinance is scheduled to be presented to Council on June 1, 2015.

Councilmembers expressed support for the street vacation. They commented that the potential future access from Aurora is still unclear, and requested a detailed analysis before using the term "preferred alternative". They talked about the cross section on the future redesigned of Westminster Way and wanting to explore adding bike lanes in-between parked cars and the sidewalk to create separate spaces for all users. They suggested analyzing a traffic circle diversion, and questioned how turns would be made onto the new access road from Aurora. Mr. Eernisse responded that the traffic engineer studied the turns and stated that their analysis did not identify any problems. He added that business access and transit lanes would be used for acceleration and offer good sight lines.

Councilmembers commented that the Transportation Master Plan needs to be updated to reflect that Westminster is no longer designated as a truck route. They expressed concern that the Interurban Trail will be subjected to intermittent stops because of the new entrance/exit to the property, and suggested looking at a single exit option. They asked if the Planned Development has come up with any ideas for ingress/egress and what will happen to the spur. Mr. Eernisse responded that the Planned Development of 280 units has identified two spots for ingress/egress. Ms. Tarry responded that the spur and other design decisions will need to be addressed by Council at a later date.

9. ADJOURNMENT

At 8:33p.m., Mayor Winstead declared the meeting adjourned.

Jessica Simulcik Smith, City Clerk