

CITY OF SHORELINE
SHORELINE CITY COUNCIL
SUMMARY MINUTES OF BUSINESS MEETING

Monday, February 22, 2016
7:00 p.m.

Council Chambers - Shoreline City Hall
17500 Midvale Avenue North

PRESENT: Mayor Roberts, Councilmembers McGlashan, Scully, Hall, McConnell, and Salomon

ABSENT: Deputy Mayor Winstead

1. CALL TO ORDER

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

2. FLAG SALUTE/ROLL CALL

Mayor Roberts led the flag salute. Upon roll call by the City Clerk, all Councilmembers were present, with the exception of Deputy Mayor Winstead.

Councilmember McGlashan moved to excuse Deputy Mayor Winstead for personal reasons. The motion was seconded by Councilmember McConnell and passed unanimously, 6-0.

3. REPORT OF CITY MANAGER

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

4. COUNCIL REPORTS

Mayor Roberts reported on the City Council's Annual Strategic Planning Workshop held on February 19 and 20, 2016. He shared that the Workshop included meeting with the Leadership Team and discussing Council Goals; addressing policies issues; and partaking in a service activity at Food Lifeline. He said it was a good Workshop and thanked everyone for their participation.

5. PUBLIC COMMENT

Brad Lancaster, Shoreline resident, recalled his recommendation for the construction of tiny houses for homeless school age children and revising the permitting process for homeless encampments. He shared that he has asked University of Washington Law Students to draft municipal code that is friendlier towards the homeless. He suggested that the City dedicate two homeless encampment locations for 100 adults and listed the accommodations the encampments

should have. He said only one of the two sites should be in use at a time and that they should be self-governed and maintained.

6. APPROVAL OF THE AGENDA

The agenda was approved by unanimous consent.

7. CONSENT CALENDAR

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

(a) Minutes of Business Meeting of January 4, 2016, Business Meeting of January 11, 2016, Special Joint Meeting of January 12, 2016 (Adopting Kenmore’s Minutes), and Workshop Dinner Meeting of January 25, 2016

(b) Approval of expenses and payroll as of February 5, 2016 in the amount of \$1,252,414.82

***Payroll and Benefits:**

Payroll Period	Payment Date	EFT Numbers (EF)	Payroll Checks (PR)	Benefit Checks (AP)	Amount Paid
1/3/16-1/16/16	1/22/2016	64747-64939	14236-14255	62495-62502	\$620,799.34
					<u>\$620,799.34</u>

***Wire Transfers:**

Expense Register Dated	Wire Transfer Number	Amount Paid
1/26/2016	1104	\$4,480.19
		<u>\$4,480.19</u>

***Accounts Payable Claims:**

Expense Register Dated	Check Number (Begin)	Check Number (End)	Amount Paid
1/27/2016	62422	62422	\$42,129.33
1/28/2016	62423	62432	\$147,812.39
1/28/2016	62433	62445	\$99,149.11
1/28/2016	62446	62461	\$104,542.26
1/28/2016	62462	62468	\$9,382.89
1/28/2016	62469	62494	\$39,784.72
2/2/2016	61859	61859	(\$500.00)
2/2/2016	62503	62503	\$500.00
2/3/2016	60025	60025	(\$17.22)
2/3/2016	62504	62504	\$17.22
2/4/2016	62505	62518	\$41,775.23

2/4/2016	62519	62526	\$44,386.37
2/4/2016	62527	62536	\$10,992.47
2/4/2016	62537	62549	\$78,758.75
2/4/2016	62550	62562	\$8,421.77
			\$627,135.29

(c) Motion to Authorize the City Manager to Enter into an Agreement with EarthCorps in the Amount of \$100,000 to Provide Environmental Vegetation Management and Minor Trail Repair for Shoreline Parks and Surface Water Facilities

(d) Motion to Authorize the City Manager to Execute a Construction Contract with Insituform Technologies, LLC for the 2016 Cured-In-Place Pipe Stormwater Pipe Repair Project

8. ACTION ITEMS

(a) Adoption of Ord. No. 740 - 2016 Budget Amendment

Sara Lane, Administrative Services Director, recalled Council’s February 1, 2016 discussion regarding Capital Project staffing needs in the Public Works Department. She shared that Council expressed interest in hiring full-time employees instead of limited term employees. She said there are sufficient project funds to support the positions.

Councilmember McConnell moved to waive Council Rule of Procedure 3.5 and adopt Ordinance No. 740 amending the 2016 budget by increasing the number of approved FTEs for the Public Works Department from 40 to 42. The motion was seconded by Councilmember McGlashan.

Councilmember McGlashan commented that given the Department’s workload, it makes more sense to hire full- time employees instead of limited term employees.

Councilmember Scully noted that there are no new spending allocations needed to fund these positions. He said Council needs to provide the staffing resources the City needs to get the projects done.

Councilmember McConnell expressed her belief that the term “limited” may prevent the best qualified applicants from applying for the positions and that the full-time positions will assist the Public Works Department in managing projects.

The motion passed unanimously, 6-0.

9. STUDY ITEMS

(a) Discussion of the North Maintenance Facility

Randy Witt, Public Works Director, introduced Randy Cook, Principal, and Mark Hurley, Project Architect, from TCF Architecture, and announced TCF Architecture was the firm selected to design the new maintenance facility. Mr. Witt described current conditions at the Hamlin Facility, noting its total shop space is less than 2,400 square feet and its substandard facilities. He displayed pictures of storage sheds, dumpsters and equipment. He stated that there is not adequate space for the storage of salt, equipment, and tools. He said Hamlin's Yard has bad lighting; marginal adequacy for dealing with emergency operations; no ADA parking; and personal parking that is intermingled within the work zone. He advised that although staff has done a good job using the space, inadequacies will need to be addressed if Park Operations is to remain there.

Mr. Witt pointed out that the Ronald Wastewater District (RWD) Assumption will take place in 2017 and shared that Hamlin cannot absorb RWD's Administration and Operations. He conveyed that all field utility operations should be aggregated into one area for operational efficiency and crew management. He recalled that the City purchased the King County Road Maintenance Property (North Maintenance Facility) in 2013, showed pictures of the Facility, and explained that the buildings on the property are not worth keeping. He stated that work on the Design Criteria, Space Program, and Conceptual Designs of the Facility began in October 2015.

Randy Cook, Principal TCF Architecture, reviewed his firm's experience designing public facilities. He said their methodology is to work with staff and incorporate the people that use the facilities into the design process. He described the Programming Workshops and said participants included representatives from Streets, Wastewater, and Facilities Divisions. He explained that growth forecasts were made for vehicles, equipment, and employees, and a plan was developed on how to accommodate them all.

Mark Curley, Project Architect, walked through the site plan for four different concepts - Alternatives A, B, B.1, and C, and provided estimated costs for each alternative. He reviewed that all the sites have the following considerations:

- Significant grading, retaining, and stormwater management costs
- Clear, efficient people circulation in building A and C and between buildings
- No building expansion capabilities
- Can achieve successful design outcomes to address neighborhood concerns
- Achieve functional circulation for large vehicles

Mr. Witt said staff reviewed all the Alternatives and selected B.1 as the preferred alternative. He conveyed that a funding mechanism needs to be identified on how to fund and support the new facility.

Councilmember McGlashan asked clarifying questions about a circular motion capability to navigate through the site. He said he is supportive of B.1 and purchasing the adjacent property. Mr. Cook explained the preference is to have buildings in the center of the site to avoid congestion.

Councilmember Scully commented on environmental issues at the Hamlin Facility, including outdoor salt storage and paint stored near dirt, and expressed that having toxic material on the

site creates an emergency. He said Alternative B.1 makes the most sense. He commented on the wetland buffer at the North Maintenance Facility and the large amount of impervious surface located at the site. He asked what safety measures will be implemented to make sure hazardous material does not get into the wetlands. He stated his preference is to see some of the wetland buffer restored to its natural state. Mr. Cook responded that there will be no net increase to the impervious surface and said the vegetation can be thinned to monitor non-desirable activity. He said hazardous materials will be contained on site and green space will be created where possible.

Councilmember Hall spoke about the stream that runs through the pipe stream segment on 25th Street and asked if plans allow for the creek on City property to be restored and daylighted. Mr. Witt responded that restoration of the creek on the property is not in any of the design alternatives. He said the 25th Street Flood Reduction Project is starting in this area and will address flood control and improvement of wetland qualities. Councilmember Hall expressed that he is uncomfortable moving forward with a facility design that does not allow for the potential restoration of the creek. He asked how the total site area compares to existing areas at Hamlin and Ronald, and added that he wants to know the extent to which the City is expanding operations versus relocating them. Mr. Witt responded that Hamlin is less than 2,500 square feet, and that 1,200-1,300 are unheated structures. He said he does not have the information for RWD but will get it and report back to Council.

Councilmember McConnell stated she prefers Alternatives B and B.1. She explained that Alternative B is the back-up plan if the property adjacent to the site cannot be acquired. She asked if the design has two access points to the property, and commented that the Hamlin Facility does not have the space to absorb RWD. Mr. Cook responded that both designs have two access points.

Councilmember Scully remarked that daylighting the creek is a significant issue and that he wants it designed into an alternative. Councilmember Salomon concurred with Councilmembers Hall and Scully about daylighting the creek. Mr. Witt shared that the 25th Street Flood Reduction and the North Maintenance Facility Projects will interact together, and Mr. Cook added that plans will preserve and capture green space, and minimize impervious surface.

Councilmember Salomon pointed out that contaminants may be on the site, and said this must be considered if the creek is daylighted. He cautioned against moving backwards in terms of pollution control and jeopardizing the City's clean water efforts.

Mayor Roberts commented on the location of the Administration Building and asked if placing it on the additional parcel on Ballinger Way was considered. He said putting it there opens up the area for the wetland buffer and daylighting the creek. Mr. Cook shared they did explore that option and said it would result in having one access point, entering on a roof deck parking structure requiring a more robust parking structure, and present traffic challenges.

Ms. Tarry said she is hearing that Council wants to continue exploring Alternative B.1, and added that staff will evaluate costs, funding options, and surface water improvements on City owned property.

10. EXECUTIVE SESSION: Litigation – RCW 42.30.110(1)(i) to discuss with legal counsel matters relating to agency enforcement actions, or litigation.

At 8:09 p.m., Mayor Roberts announced a recess into Executive Sessions for a period of 30 minutes as authorized by RCW 42.30.110(1)(i) to discuss with legal counsel matters relating to agency enforcement actions, or litigation. He said the Council is not expected to take final action following the Executive Session. At 8:38 p.m. Executive Session ended.

11. ADJOURNMENT

At 8:40 p.m., Mayor Roberts declared the meeting adjourned.

Jessica Simulcik Smith, City Clerk

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