

CITY OF SHORELINE
SHORELINE CITY COUNCIL
SUMMARY MINUTES OF REGULAR MEETING

Monday, July 23, 2018
7:00 p.m.

Council Chambers - Shoreline City Hall
17500 Midvale Avenue North

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

ABSENT: None

1. CALL TO ORDER

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

2. FLAG SALUTE/ROLL CALL

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

3. REPORT OF CITY MANAGER

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

4. COUNCIL REPORTS

Mayor Hall announced that he participates on King County Cities Climate Collaborative Committee, which meets on a weekly basis.

5. PUBLIC COMMENT

There were no public comments.

6. APPROVAL OF THE AGENDA

The agenda was approved by unanimous consent.

7. CONSENT CALENDAR

Upon motion by Councilmember Roberts and seconded by Councilmember McGlashan and unanimously carried, 7-0, the following Consent Calendar items were approved:

- (a) Approving Minutes of Regular Meeting of June 11, 2018
- (b) Approving Expenses and Payroll as of July 6, 2018 in the Amount of **\$8,721,137.69**

Payroll and Benefits:

Payroll Period	Payment Date	EFT Numbers (EF)	Payroll Checks (PR)	Benefit Checks (AP)	Amount Paid
5/20/18-6/2/18	6/8/2018	78580-78825	15612-15632	70599-70603	<u>\$653,981.52</u>
6/3/18-6/16/18	6/22/2018	78826-79082	15633-15679	70725-70731	<u>\$839,634.73</u>
					<u>\$1,493,616.25</u>

Wire Transfers:

Expense Register Dated	Wire Transfer Number	Amount Paid
6/25/2018	1135	<u>\$16,053.16</u>
		<u>\$16,053.16</u>

Accounts Payable Claims:

Expense Register Dated	Check Number (Begin)	Check Number (End)	Amount Paid
6/11/2018	70281	70281	(\$68.00)
6/14/2018	70498	70540	\$336,315.83
6/14/2018	70541	70584	\$112,754.65
6/14/2018	70585	70598	\$2,088.21
6/20/2018	70604	70604	\$4,982.76
6/20/2018	70605	70606	\$95,995.57
6/21/2018	70607	70614	\$12,747.82
6/28/2018	70615	70638	\$193,842.18
6/28/2018	70639	70667	\$510,627.04
6/28/2018	70668	70689	\$4,654,176.99
6/28/2018	70690	70711	\$203,169.91
6/28/2018	70712	70723	\$3,454.96
6/28/2018	70724	70724	\$2,790.51
7/5/2018	70732	70754	\$621,069.73
7/5/2018	70755	70764	\$14,015.36
7/5/2018	70765	70786	\$47,036.77
7/5/2018	70787	70798	<u>\$396,467.99</u>
			<u>\$7,211,468.28</u>

8. ACTION ITEMS

- (a) Public Hearing and Discussing the 2019-2020 Human Service Allocation Plan

Rob Beem, Community Services Division Manager made the staff presentation, explaining that every other year, the City reviews its human services funding allocation and develops a new two-year funding plan. The Plan specifies how the City will allocate both General Fund dollars and

federal Community Development Block Grant (CDBG) funds for 2019 and 2020. He reminded Council of its direction to increase funding for the Human Services Funding Plan yearly through 2022 and to prioritize services focused on basic needs and counseling, which are key elements of the City's response to homelessness.

Mr. Beem advised that, as per the proposed Plan, the City will allocate \$371,000 from the General Fund in 2019 and \$401,000 in 2020 to support services provided by agencies that submit applications through the competitive human services allocation process. He reported that the City received applications for 44 programs with a total of a little more than \$1.2 million in requested funding, and the City has approximately \$480,000 available for allocation. He briefly described the process for reviewing applications and developing the Plan.

Mr. Beem highlighted that the Plan identifies new funding for basic needs for Hopelink and the Crisis Clinic 2-1-1 in 2019. It also provides funding for counseling and mental health services offered through the Center for Human Services. In 2020, the Plan identifies an increase in funding for youth services and prevention programs that are provided by the Center for Human Services.

Mr. Beem explained that the City has an Interlocal Agreement with King County for the administration and management of the City's CDBG Program. As per the agreement, 48% of the funding is available for local projects and the balance is allocated to the delivery of regional programs that serve Shoreline residents and program planning and administration. Regional programs funded include the King County Housing Stability Program and Major Home Repair Program. Staff is proposing to allocate its portion of the funds to support the Minor Home Repair Program and future affordable housing development projects.

Mr. Beem summarized that the purpose of tonight's presentation is to conduct a public hearing and get direction from the City Council.

Mayor Hall opened the public hearing on the use of the 2019 CDBG funding and the 2019-2020 Human Service Plan.

Judy Faast, Associate Director of Education and Employment Programs, Hopelink, thanked the City for its leadership and commitment to helping Shoreline's most vulnerable residents by prioritizing their basic needs and increasing the overall human services. She reported that Hopelink served over 2,900 Shoreline residents in 2017, and on the success of the new flexible financial program that Hopelink launched in Shoreline in 2017. She said the program supports clients' needs with the goal of helping them achieve stability and take steps to exit poverty.

Tanya Laskell, Center for Human Services (CHS), reported that in 2017, CHS served 174 homeless individuals agency wide, not including the dozens of families experiencing domestic violence and living in shelters as they await more permanent housing, or the many individuals who walk in at the Shoreline location seeking services and resources. CHS also provided nearly 7,000 hours of behavioral health services to Shoreline residents. Prevention programs served 116 youth in programs that build their social, emotional and academic skills. About 80% of these youth are Shoreline residents living in Ballinger Homes. The Positive Discipline Parenting Class

also experienced positive results. She summarized that none of these programs would be possible without funding support from the City. She emphasized that the need for supportive, local, community-based services, such as CHS, will continue to increase, and additional local funding support will be necessary to build a stronger, healthier community.

Heidi Shephard, North Urban Human Services Alliance (NUHSA), voiced strong support for the City's commitment and willingness to be a leader in its dedicated contribution to human services. It requires the commitment of everyone, including the government, to meet the basic needs of residents and provide the availability of counseling services. The City of Shoreline is not immune to the increasing number of homeless families and individuals who need support services for addiction, mental health, and affordable housing. The gradual increase in funding for human services will enable the City to slow this progression. As a model of success, she encouraged the Councilmembers to visit the Ronald Common's project that recently opened.

Mayor Hall closed the public hearing and turned to the Council for discussion or questions.

Councilmember Roberts asked staff to elaborate on the proposed shift of funding to the Meals on Wheels Program. Mr. Beem answered that the City previously provided roughly \$3,700 to fund the Volunteer Chore Program, which served six local residents. In an effort to keep the services in the target areas and provide for more efficiency, these resources were moved into other services for older adults.

Councilmember Roberts asked why the amount allocated to the Winter Shelter Program is above the agency's requested amount. Mr. Beem responded that, in addition to the winter shelter, the partnership with King County also includes a new component to fund a homeless street outreach worker. The City's commitment for this new component was \$30,000. The agency applied for \$25,000 each year (\$15,000 for the winter shelter and \$10,000 for the outreach worker). However, because of the way the grant is administered, funding for the outreach worker was allocated \$8,000 in 2018 and \$11,000 in 2019 and 2020. This resulted in \$1,000 a year over the agency's request in 2019 and 2020.

Councilmember Roberts pointed out that the funding amounts remain flat year to year and do not take inflation into account. Mr. Beem said the City has not had a policy of increasing funding for inflation or cost of living over time.

Mayor Hall thanked Mr. Beem for doing an outstanding job of managing the City's contribution to human services and actively coordinating with the agencies. He pointed out that most of the agencies also do a tremendous amount of fundraising, and the City's investment of public tax dollars is leveraged by other private fundraising efforts. He recalled that the Council's decision to move toward having 1% of the General Fund budget support human services was made at a time when the County, State, and Federal governments were cutting back. The City of Shoreline is a leader in this regard.

Councilmember Scully reminded the Council that next year's work plan includes looking at both homelessness and opioid addiction. He said he is not convinced the City is currently doing enough. However, the last thing he wants to do is throw money into programs without achieving

results. He encouraged Councilmembers to support the proposed Plan but spend some quality time next year reviewing the new information provided via staff's study to figure out what is right for Shoreline.

Councilmember McConnell recalled that over the years Council has been asked to take emergency votes at budget time to bring emergency money into human service programs, which is something they do not like to do. She recognized that more planning is necessary so that agencies have a clear understanding of what they can expect from year to year, and she appreciates Mr. Beem doing the heavy lifting to sort out where the money is best spent.

Mayor Hall summarized the Council's desire to move the Plan to the August 6th Consent Calendar for approval.

(b) Appointing Parks, Recreation and Cultural Services/Tree Board Members

Eric Friedli, Parks, Recreation and Cultural Services (PRCS) Director, made the staff presentation, advising that a youth member resigned from the PRCS Tree Board in January and an adult member resigned in May. The remaining youth member's term expired on June 30th, and he is asking to be reappointed. He reminded Council of the process for appointing new Board Members, noting that the Council received 10 applications for the adult position and 2 for the youth position. Councilmembers Roberts, Chang and Scully formed a subcommittee to review the applications and conduct interviews. The subcommittee recommends that Erik Ertsgaard be reappointed as a youth member, Ivan Brown be appointed as a new youth member, and Elizabeth White be appointed as a new adult member. He provided a brief background on each candidate and noted that a more detailed biography for each one was included in the Staff Report.

Councilmember McGlashan moved to reappoint Erik Ertsgaard and appoint Ivan Brown and Elizabeth White to the PRCS Tree Board per the terms put forward by the subcommittee. Councilmember McConnell seconded the motion.

Councilmember Roberts commented that a wonderful set of applicants applied for the positions, and it was difficult to narrow it down for interviews and nominations. He said he is happy with the subcommittee's work, and the three candidates will serve well on the PRCS Tree Board for the upcoming terms.

The motion passed unanimously.

9. STUDY ITEMS

(a) Discussing Ordinance No. 832 – 2018 Surface Water Revenue Bond Authorization

Sara Lane, Administrative Services Director, made the staff presentation, reviewing that the Council adopted the updated Surface Water Master (SWM) Plan in 2018 and directed staff to pursue the proactive management strategy outlined in the Plan. The Plan will be adopted in the fall of 2018 as an amendment to the City's Comprehensive Plan. Council also approved funding to support the Plan in the adopted 2018-2023 Capital Improvement Program (CIP). The adopted

budget anticipates the issuance of \$4,700,000 in debt in 2018 and an additional \$11,850,000 in 2021 to cover the cost of the projects. Projects include capacity repair and replacement, as well as other projects that help to support the proactive strategy. She explained that proposed Ordinance No. 832 allows flexibility for how the City sells the bonds and staff will rely on advice from the City's Financial Advisor to identify the most cost-effective method.

Stacey Crowshaw-Lewis, Bond Counsel, advised that Ordinance No. 832 is a delegation style ordinance that authorizes the City Manager or designee to make a number of decisions regarding the sale of the bonds. The bonds would be issued as Stormwater Utility Revenue Bonds, within specific parameters. She then explained how the bonds can be sold and identified key parameters for the sale.

Ms. Lane recommended that Ordinance No. 832 be returned to the Council for final approval on the August 6th Consent Calendar. Once approved, staff would work with SWM staff to determine the exact timing for issuing the bonds, and with the City's Financial Advisor to make a decision on the best method based on timing. Staff will provide an update after the bonds have been issued.

The Council agreed to place the Ordinance on the August 6th Consent Calendar.

Mayor Hall asked when the SWM Plan update would come before the Council for final adoption into the Comprehensive Plan. Ms. Tarry explained that the Council already adopted the SWM Plan earlier in 2018. This approval authorized staff to move forward with the project list and everything that is in the SWM Plan. The approved SWM Plan will come before the Council for formal adoption into the Comprehensive Plan later in 2018.

(b) Discussion of Ordinance No. 829 – Limited Term General Obligation (LTGO) Bond Anticipation Notes 2018 – Pros Plan Property Acquisition

Sara Lane, Administrative Services Director, made the staff presentation. She advised that proposed Ordinance No. 829 would provide Limited Term General Obligation (LTGO) Bond Anticipation Notes for the Parks, Recreation and Open Space (PROS) Plan's property acquisition. She reviewed that Council directed staff to begin property acquisition for the PROS Plan. These purchases will vary widely in amount and the timing of each purchase is uncertain, so the City is looking to do multiple issues, if necessary. In addition, Federal Tax Law limits how far back the City can go to reimburse itself for prior expenditures. It is necessary for the City to issue a Bond Anticipation Note so that acquisition expenditures will be reimbursable from any proceeds of bonds the City issues in the future.

Ms. Lane said Ordinance No. 829 allows for multiple issues, giving the City flexibility in acquiring properties, and the City will not be borrowing and paying interest on more money than is needed. The Ordinance also offers options for the method of sale, and staff will work with the City's Financial Advisor to determine the most advantageous options. She said staff anticipates a budget amendment will be necessary for the actual purchases.

Stacey Crowshaw-Lewis, Bond Counsel, explained that Ordinance No. 829 is a delegation style ordinance that authorizes a LTGO Bond Anticipation Note, which will preserve the flexibility to be able to issue long-term debt on a tax-exempt basis. The Ordinance designates the City Manager or designee to authorize the issuance of the BANS within specific parameters as set forth in the Ordinance. She then explained the parameters for issuance.

Ms. Lane said staff is proposing to return Ordinance No. 829 to Council for approval on August 6th. The budget amendment would be brought back for discussion on August 13th. Staff will provide an update after the bonds have been closed.

The Council agreed to place the Ordinance on the August 6th Consent Calendar.

(c) Discussing the Results of the City-Wide Tree Canopy Assessment

Eric Friedli, Parks, Recreation and Cultural Services (PRCS) Director, was present to review the results of the recently completed Urban Tree Canopy Assessment. He reviewed that the City Council adopted the Urban Forest Strategic Plan (UFSP) in 2014. The UFSP listed seven key priorities, and Priority I was to “Achieve a climate appropriate degree of tree cover, community-wide.” Involving citizens and getting them involved with tree cover community-wide was a key component of the plan, as well.

Mr. Friedli recalled that when the UFSP was adopted in 2014, the average tree canopy in the City was 30.6% (based on 2009 data), and the UFSP stated that this was an acceptable amount of canopy to realize ecosystem benefits. The recently completed Urban Tree Canopy Assessment provides updated data indicating that the overall tree canopy in Shoreline has increased to 37%. Impervious surfaces decreased from 46% to 41%, and shrubs, grass, water, and other decreased from 23% to 22%. In 2017, approximately 1,009 acres of land (14% of total) was not presently occupied by tree canopy but was assessed to be suitable for future tree plantings. These Potential Planting Areas (PPAs) provide opportunities for the City to further expand its tree canopy.

Mr. Friedli provided a number of maps and charts to illustrate the change in tree canopy between 2009 and 2018. He noted the highest canopy coverage was seen in the private and public open space categories, but these land uses only occupy a small percentage of the City’s total land area and did not contribute greatly to the City’s total canopy cover (just 7% and 9%). Low-density residential areas contributed the greatest proportion of the City’s urban tree canopy, with 43% canopy cover making up 63% of the City’s total. Low-density residential areas also promise the greatest opportunities for canopy expansion with 616 acres available for planting making up 67% of the City’s total PPA.

Mr. Friedli advised that the current tree canopy in Station Areas is 35%. The land area in the Station Areas is 496 acres which equals 7% of the City’s total land area. Station Area 1 has 30 acres of PPA (15%), Station Area 2 has 25 (18%) and Station Area 3 has 29 (18%). However, each of the station areas represent just 3% of the City’s total PPA. The consultants also considered the impact of the light rail lines through Shoreline, which would require the removal of 25 acres of tree canopy. He summarized that, while removal of these trees will be devastating, the overall impact on the tree canopy will be less than 1%.

Mr. Friedli concluded that while the City's tree canopy is currently meeting the UFSP targets, it does not preclude the need to plant more trees in order to maintain the long-term health of the urban forest. There will continue to be a loss of trees due to new development, particularly development related to the light rail stations. In addition, aging trees will eventually die and need to be replaced.

Mayor Hall asked if the change in impervious surface reported is presumably because tree canopy has grown over the impervious surfaces, and not because 6% of the concrete was torn out. Mr. Friedli answered affirmatively. He added that trees overhanging streets were not included in the land use statistics, but they were included in the total citywide numbers.

Deputy Mayor Salomon cautioned that there are 6-foot tall street trees that provide canopy coverage, but it seems that people value the very large, mature trees (Douglas Fir, Cedar, etc.) the most. He asked how the City is doing in that regard. Mr. Friedli said the study does not differentiate for tree size. He agreed that would be helpful information to have, but the budget was not sufficient to include this more detailed ground-level assessment.

Councilmember McGlashan asked if the assessment counts shrubbery as well as trees. He pointed out that the Innis Arden Reserve shows up on the aerial photographs as a heavily treed area, but a large number of the trees were actually removed and a significant amount of the current vegetation is shrubbery, etc. Mr. Friedli explained that, in many cases, the large trees cover the shrubs and smaller trees. Shrubs that are not under trees are documented under a separate category. The satellite images can distinguish between trees, shrubs and grass. Mayor Hall added that Lidar imaging also identifies vegetation height from the ground level.

Councilmember McGlashan agreed that the old-growth trees are very important, particularly those located in parks. These old-growth trees will be gone someday, yet there does not seem to be a management plan in place for their replacement. Mr. Friedli said the City recently started working with the Washington Native Plant Society to do restoration projects at a variety of parks. The intent is to focus more of the City's resources towards urban forest and natural area maintenance.

Councilmember Scully observed that the total tree coverage in the station areas is only about 7% of the City's total, and the gain in total tree coverage between 2009 and 2017 was about 6%. If the station areas are clear cut, the tree canopy would be reduced to below the 2009 level.

Councilmember Roberts asked if there are details in the report about the types of trees in the City. Mr. Friedli answered that the assessment does not distinguish between the types of trees. Councilmember Roberts observed that the assessment does not speak to the health of the existing tree canopy either and asked if there is a way to find out. Mr. Friedli answered that the City worked in partnership with the King County Conservation District to do forest assessments. A consultant was hired to look at seven different parts of parks to identify the number of invasive trees, the general health of the trees, the maturity of the forests, etc. Volunteers are currently working on restoration plans that were created based on this information. However, doing this citywide would require a significant financial investment.

Councilmember Roberts asked if the City uses Best Available Science (BAS) to identify the types of trees needed to maintain wildlife corridors, etc. throughout the City. Mr. Friedli responded that they do not have specific analytics on this, but the general response would be diversity of trees is needed.

Recognizing that a citywide approach would not be feasible, Councilmember Roberts asked where staff would focus their priorities if resources were available for an additional study. Mr. Friedli responded that he would work with park maintenance staff to identify the top 10 areas in parks that are of greatest concern and focus an assessment on those areas.

Councilmember Chang asked where the best places to consider expanding the urban tree canopy would be given the anticipated loss in the station areas. Mr. Friedli said the approach they took last year should be the first place to start looking at right-of-ways, primarily in low-density residential areas that have some capacity to plant more trees. He cautioned that there needs to be a balance in the parks of both open areas and urban forests.

Mayor Hall commented that the staff and volunteers are still working to implement the entire UFMP, and the tree canopy assessment is only one of the actions. He agreed there will be some loss of trees in the station areas as redevelopment occurs, but there are also policies in place to increase parkland in these areas, which will create more opportunities for planting. Street trees will also be required. He noted 25,000 potential new housing units are anticipated in Station Area 1, and there is a mandatory affordable housing requirement of 20%. He suggested that the need for affordable housing should also be considered when discussing the appropriate balance for the City.

10. ADJOURNMENT

At 8:27 p.m., Mayor Hall declared the meeting adjourned.

Jessica Simulcik Smith, City Clerk