

# **CITY OF SHORELINE**

## **SHORELINE CITY COUNCIL SUMMARY MINUTES OF REGULAR MEETING**

Monday, August 2, 2021  
7:00 p.m.

Held Remotely via Zoom

**PRESENT:** Mayor Hall, Deputy Mayor Scully, Councilmembers McConnell, McGlashan, Chang, Robertson, 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. ROLL CALL

Upon roll call by the City Clerk, all Councilmembers were present except for Councilmember Roberts.

**Councilmember McConnell moved to excuse Councilmember Roberts for personal reasons. The motion was seconded by Councilmember Chang and approved by unanimous consent.**

(a) Proclaiming August 3, 2021 as Appreciate Your Neighbors Night in Shoreline

Mayor Hall announced the issuance of a proclamation for Appreciate Your Neighbors Night in Shoreline, explaining that it replaces the annual National Night Out Against Crime celebration this year due to the limitations on large gatherings in response to the COVID-19 pandemic.

3. APPROVAL OF THE AGENDA

The agenda was approved by unanimous consent.

Councilmember Roberts joined the meeting at 7:03 p.m.

4. REPORT OF CITY MANAGER

Debbie Tarry, City Manager, provided an update on COVID-19 and reported on various City meetings, projects, and events.

5. COUNCIL REPORTS

Councilmember Robertson reported that she attended a meeting on the North King County Coalition on Homelessness and briefly recapped the discussion.

6. PUBLIC COMMENT

Kathleen Russell, Shoreline resident, spoke on behalf of Save Shoreline Trees. She said Save Shoreline Trees questions the requirement for wider sidewalks in residential areas. She asked for a delay on the final design and installation of the 5<sup>th</sup> Avenue Northeast sidewalk, as well as future sidewalks, until the Council can discuss sidewalk widths prior to the next Transportation Master Plan update.

Martha Deisner, Shoreline resident, spoke on behalf of the Echo Lake Condominium Homeowners Association. She shared information on the 198<sup>th</sup> Street Affordable Housing Project. She supports the project but expressed concern over the mature trees planned for removal and emphasized the environmental value of trees.

Jackie Kurle, Shoreline resident, spoke regarding the Enhanced Shelter. She underscored the need for ongoing support and monitoring of activities to contribute to the success of the facility and its impact on the community.

Nancy Morris, Shoreline resident, shared resources to learn about bird protection and asked for a delay in tree removal for the WSDOT project until the end of August. She emphasized the importance of preserving urban habitats and said building codes should support the biosphere.

7. ACTION ITEMS

- (a) Action on the Purchase of Real Property Located at 19827 25th Avenue NE, Identified as King County Tax Parcel No. 042604-9030-07; and Authorize the City Manager to Take the Necessary Steps to Complete the Property Purchase

Nate Daum, Economic Development Program Manager, delivered the staff presentation. Mr. Daum shared background on the proposed acquisition and described how the property fits in with the overall strategy of the PROS Plan. He said the property under consideration would be an expansion of Brugger's Bog Park and would address the location of active uses in a wet area and described the negotiations for acquisition. He explained that the purchase would support Council Goal 2, Action Step 2 by continuing to implement the Parks, Recreation, and Open Space Plan. He displayed a vicinity map and reviewed the financial impact, including acquisition costs and funding sources. He concluded that staff recommends authorizing purchase of the property.

Mayor Hall opened the public comment period. Seeing no members of the public wishing to speak, he closed the public comment period.

**Councilmember Robertson moved to approve the purchase of real property located at 19827 25<sup>th</sup> Avenue NE, King County Tax Parcel No. 042604-9030-07 and authorize the City**

**Manager to take the necessary steps to complete the property purchase. The motion was seconded by Councilmember McConnell.**

Councilmember Robertson said this property is an important part of the vision for Brugger's Bog Park, which is currently underutilized and not up to the standards of the City's parks. She said she is optimistic that the Parks Bond will pass, and she encouraged support of the purchase.

**The motion passed unanimously, 7-0.**

Councilmember Roberts left the meeting at 7:35 p.m.

8. STUDY ITEMS

- (a) Discussion of Ordinance No. 939 - Authorizing a Non-Exclusive Franchise to Zayo Group, LLC to Construct, Maintain, Operate, Replace, and Repair a Telecommunications System Over, Along, Under, and Through Designated Public Rights-of-way in the City of Shoreline

Christina Arcidy, Management Analyst, delivered the staff presentation. Ms. Arcidy gave an overview of the Zayo Telecommunications Franchise process, stating that utilities are required to have a right-of-way franchise with the City, that the current franchise expires September 9, 2021, and that franchise negotiations were completed promptly and in good faith. She summarized the substantial sections of the franchise, adding that the proposed franchise is almost identical to the previous one. She listed the franchise considerations for Council's review, and said staff believes the criteria is met and is recommending that the renewal franchise be granted. She said there is no fiscal impact to adopting Ordinance No. 939.

Deputy Mayor Scully expressed support for the Ordinance, stating that providing high speed communications is a public service. Councilmember Robertson echoed support and questioned why Zayo has no customers in Shoreline. Ms. Arcidy described the types of consumers of the services and said she does not know of any prospective customers in Shoreline.

It was agreed that Ordinance No. 939 would return as a Consent Item.

- (b) Discussion of Resolution No. 482 - Updating the Employee Handbook

Don Moritz, Human Resources and Organizational Development Director, delivered the staff presentation. Mr. Moritz shared background on the Employee Handbook and said the proposed updates are intended to bring the Handbook and policies up to date, provide policy clarity to employees and managers, and reflect current HR and administrative practices. He summarized the changes, which include housekeeping/clean up of language, formatting, and terminology; the addition and modification of definitions; clarification and codification of existing policies and administrative procedures; and the addition of new policy provisions not previously found in the Employee Handbook. He described the noteworthy policy changes, which include adding a reference to the City's Remote Work Policy, applying select elements from the City's Maintenance Workers Collective Bargaining Agreement to the entire workforce, adding

Juneteenth as an observed holiday, expanding the Increment Weather policy, placing an annual cap on donated leave, allowing for other leave accruals to be used as an extension of sick leave, and allowing hiring managers to consider candidates from similar recent recruitments.

He concluded that staff recommends adoption of Resolution No. 482.

Councilmember McGlashan said he appreciates the timely addition of updates to the Employee Handbook as needed. Councilmember McConnell echoed his comments, recognizing the beneficial changes it offers employees.

It was agreed that Resolution No. 482 would return as a Consent Item.

9. ADJOURNMENT

At 7:43 p.m., Mayor Hall declared the meeting adjourned.

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Jessica Simulcik Smith, City Clerk