

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

*The purpose of these minutes is to capture a high-level summary of Council's discussion and action. This is not a verbatim transcript. Meeting video and audio is available on the [City's website](#).*

Monday, March 20, 2023  
7:00 p.m.

Council Chambers - Shoreline City Hall  
17500 Midvale Avenue North

**PRESENT:** Mayor Scully, Deputy Mayor Robertson, and Councilmembers Ramsdell, Pobe and Roberts

**ABSENT:** Councilmembers Mork and McConnell

1. CALL TO ORDER

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

2. FLAG SALUTE/ROLL CALL

Upon roll call by the City Clerk, all Councilmembers were present except for Councilmembers McConnell and Mork.

**Deputy Mayor Robertson moved to excuse Councilmember Mork for personal reasons. The motion was seconded and passed by unanimous consent.**

(a) Proclamation of Cesar Chavez Day

Mayor Scully announced the proclamation of Cesar Chavez Day on March 31, 2023.

3. APPROVAL OF THE AGENDA

The agenda was approved by unanimous consent.

4. REPORT OF THE CITY MANAGER

Bristol Ellington, City Manager, reported on various City meetings, projects, and events.

5. COUNCIL REPORTS

Mayor Scully said he recently had the pleasure of meeting with 2<sup>nd</sup> and 5<sup>th</sup> Grade students to talk about municipal government.

6. PUBLIC COMMENT

*The Council heard comments from the public from approximately 7:04 p.m. to 7:09 p.m. Written comments were also submitted to Council prior to the meeting and are available on the [City's website](#).*

Jack Malek, Shoreline, spoke in favor of the City purchasing beachfront parkland on 27th Avenue, and he expressed his frustration with the City's lack of communication interdepartmentally and with the realtor, developer, builder community. He asked for better relations with permit applicants.

William Towey, Executive Director of Lake City Partners, shared his regard for the City Council's and staff's work to end homelessness.

7. CONSENT CALENDAR

**Upon motion by Deputy Mayor Robertson, seconded, and unanimously carried 5-0, the following Consent Calendar items were approved:**

- (a) Approval of Workshop Dinner Meeting Minutes of February 13, 2023
- (b) Authorize the City Manager to Execute the Sixth Amendment to the Expedited Permitting, Reimbursement, and Construction Services Agreement with Sound Transit for the Lynnwood Link Extension Project
- (c) Authorize the City Manager to Execute a Contract with Stepherson and Associates Communications for Community Engagement for the Parks, Recreation, Open Space, and Arts (PROSA) Plan and the Public Participation Plan for the 2024 Comprehensive Plan Update
- (d) Adoption of Resolution No. 509 - Authorizing the City Manager to Reject all Bids for Construction of the Midblock Crossing & Citywide Rectangular Rapid Flashing Beacons and Radar Speed Signs Project
- (e) Authorize the City Manager to enter into an interagency agreement with Department of Commerce and to accept \$87,500 in grant funding to support the 2024 Comprehensive Plan update
- (f) Authorize the City Manager to execute the Participation Form and Allocation Agreement for Washington State's participation in the Pharmacies and Manufacturers Opioid Settlement

8. ACTION ITEMS

(a) Public Hearing and Action on Change of Scope for Community Development Block Grant Coronavirus Aid, Relief, and Economic Security Act Funding in the Amount of \$104,780 for Lake City Partners Ending Homelessness

Bethany Wolbrecht-Dunn, Community Services Manager, provided background on the Community Development Block Grant (CDBG) and Coronavirus Aid, Relief, and Economic Security Act (CARES) funds. She recalled the City has access to around \$322,000 of CDBG funds annually, and in response to COVID-19, the federal government provided additional funding to state and local governments in three rounds. The Council spent the first round of funding on Hopelink rental assistance; the second round was used for new case management programming at the Shoreline Lake Forest Park Senior Center; and the third round went to Hopelink, the Center for Human Services, and Lake City Partners (LCP). Ms. Wolbrecht-Dunn reported the funding has all been spent with the exception for LCP who has requested to refocus the funds from rental assistance to shelter costs. This change of scope requires a public hearing and council action.

**Mayor Scully opened the Public Hearing. Seeing no members of the public wishing to offer testimony, Mayor Scully closed the Public Hearing.**

**Deputy Mayor Robertson moved to approve a change of scope for Community Development Block Grant Coronavirus Aid, Relief, and Economic Security Act funding for Lake City Partners Ending Homelessness. The motions was seconded.**

Mayor Scully stated his concern over moving funding away from rental assistance to a shelter. He said homelessness is increasing and will not be solved with shelters alone. To keep more people from becoming homeless, there is going to need to be more rental assistance.

**The main motion passed 5-0.**

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

Colleen Kelly, RCCS Director, explained there is currently one vacant seat on the Parks, Recreation, and Cultural Services (PRCS)/Tree Board and three other members have terms expiring on March 31. After a recruitment process, the City received 24 applications for the four openings and the Council Subcommittee, consisting of Deputy Mayor Robertson and Councilmembers Mork and Ramsdell, interviewed 9 candidates. She stated the Subcommittee is recommending Johnathan Garner, Katie Lorah, Cindil Redick-Ponte for four-year terms, and Sara Raab McInerny for a 2-year term.

**Deputy Mayor Robertson moved to appoint Johnathan Garner, Katie Lorah, Cindil Redick-Ponte and Sara Raab McInerny to the PRCS/Tree Board. The motion was seconded and passed 5-0.**

**9. STUDY ITEMS****(a) Parks, Recreation, Open Space, and Arts (PROSA) Plan Update**

Mary Reidy, Recreation and Cultural Services Superintendent, introduced Tom Beckwith, Principal with Beckwith Consulting Group, and Jacob Bilbo, Parks Bond Project Manager. Ms. Reidy said the City currently has two Plans: a Parks, Recreation, and Open Space (PROS) Plan, and a Public Arts Plan. Moving forward, these two Plans will be combined into one plan called the Parks, Recreation, and Open Space and Public Arts (PROSA) Plan. Mr. Bilbo said staff contracted with two consultants for two reasons; Stepherson & Associates is conducting the stakeholder outreach and engagement efforts, and Beckwith Consulting Group will perform the remaining technical work. Ms. Reidy reviewed the five phases of the project and milestone changes from the last presentation, and Mr. Bilbo reviewed the anticipated project schedule.

Ms. Reidy shared that Stepherson & Associates' engagement efforts focused on building relationships with communities that have been underrepresented or not represented at all. An internal staff team has also been established to address what equity mapping looks like, how the data will be used, what it means, and how the tool will be used to reach all residents in an equitable way. She then reviewed engagement metrics to-date and Mr. Beckwith spoke about the upcoming public engagement work. He shared the near-, mid- and long-term project work, how engagement data will be reviewed, and said the timeline for release of the first draft of the PROSA Plan will be September 2023.

Councilmembers expressed the importance of using equity mapping in decision making, and asked whether staff will be looking at areas in the City that don't have access to recreation facilities or a public open space within a ten minute walk. Additionally, caution was raised over creating a situation where the City is forced to put a park in an area just because it has the least amount of parkland. Although this should be criteria, assessing how important it is to put a park in a specific location should also be important criteria. Ms. Reidy replied that the current PROS Plan only speaks to the level of service for walking distances to parks, but the updated PROSA Plan will have different layers. She noted the PRCS/Tree Board is really interested in this topic and their small group discussions will be a great opportunity to dig into this topic. It was requested that staff include a map of the areas in Shoreline that need a park.

It was pointed out the current PROS Plan states the City needs to acquire 95 acres of additional parkland to maintain the LOS for residents as population grows. Although Council has been making good progress on acquisitions, it was asked if a strategy has been identified for purchasing parcels in the areas that need it. Ms. Reidy said they are working on a framework (with equity mapping) to identify what neighborhoods and areas are in need of access to open space, a playground, or a grassy area, while taking environmentally sensitive areas into consideration.

Councilmembers asked about what groups were contacted during public outreach, what languages were used, whether the PRCS/Tree Board was used to help build relationships, and how feedback received so far has influenced the strategic planning. Ms. Reidy responded that they are just synthesizing the data now, but she can report that a pool/aquatics center is an

emerging topic. She added that the PRCS/Tree Board members were offered the opportunity to engage, and a couple Board Members showed up to a few events. It was requested that PRCS/Tree Board Members are used.

It was asked if the updated PROSA Plan will look at Park Impact Fees and address whether the City should continue to focus on land acquisition or pivot to developing the land already acquired. Ms. Reidy responded that the PROSA Plan will indicate what to pay per person for parkland. PIF fees will be referred to as a funding mechanism but determining the PIF fee is not in scope for this project. She added that the PRCS/Tree Board continues to have conversations on the acquisition/development policy question, and she expects staff will come back to Council within the next three to four months to discuss this topic.

10. EXECUTIVE SESSION: Property Acquisition - RCW 42.30.110(1)(b)

At 7:57 p.m., Mayor Scully announced that, after a five-minute recess, Council would recess into an Executive Session at 8:02 p.m. for a period of 20 minutes as authorized by RCW 42.30.110(1)(b) to consider the selection of a site for acquisition by lease or purchase. He stated the Council is not expected to take action following the Executive Session. Staff attending the Executive Session included Bristol Ellington, City Manager; John Norris, Assistant City Manager; Nathan Daum, Economic Development Manager; Sara Lane, Administrative Services Director; Nicolas Borer, Parks, Fleet and Facilities Manager; and Margaret King, City Attorney. The Executive Session ended at 8:26 p.m.

11. ADJOURNMENT

At 8:28 p.m., Mayor Scully declared the meeting adjourned.

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Jessica Simulcik Smith, City Clerk