

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, April 10, 2023
7:00 p.m.

Council Chambers - Shoreline City Hall
17500 Midvale Avenue North

PRESENT: Mayor Keith Scully, Deputy Mayor Betsy Robertson, and Councilmembers John Ramsdell, Laura Mork, Doris McConnell, Eben Pobee and Chris Roberts

ABSENT: None.

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 Deputy City Clerk, all Councilmembers were present.

3. APPROVAL OF THE AGENDA

The agenda was approved by unanimous consent.

4. REPORT OF CITY MANAGER

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

5. COUNCIL REPORTS

Councilmember Pobee said he and Councilmember McConnell attended the SeaShore Transportation Forum to hear presentations on traffic safety and the Transportation Master Plan.

Councilmember Mork reported her attendance to a Regional Water Quality meeting where plans were discussed to lobby for wastewater funding. She said the 5.75% wastewater rate increase will soon be presented for approval.

Mayor Scully shared that funding for the 148th Street Non-Motorized Bridge was approved for \$8 million in the House and \$10 million in the Senate. He also said he attended the Lake Ballinger Forum to discuss whether the Forum should continue as an intergovernmental body. Mayor Scully expressed support for deformalizing the forum and opening it to additional stakeholders who could participate and vote.

6. PUBLIC COMMENT

The Council heard comments from the public from approximately 7:04 p.m. to 7:08 p.m. Written comments were also submitted to Council prior to the meeting and are available on the [City's website](#).

Doug Darling, Shoreline resident, expressed concern with the property tax increase and asked how tax dollars are being spent in parks and recreation programs.

Tyler Weber, Shoreline resident, spoke about safety issues at the Aurora Village Transit Center.

7. CONSENT CALENDAR

Upon motion by Deputy Mayor Robertson, seconded, and unanimously carried 7-0, the following Consent Calendar items were approved:

- (a) Approval of Special Meeting Minutes of March 10-11, 2023**
- Approval of Regular Meeting Minutes of March 20, 2023**

- (b) Approval of Expenses and Payroll as of March 31, 2023 in the Amount of \$9,876,381.73**

***Payroll and Benefits:**

Payroll Period	Payment Date	EFT Numbers (EF)	Payroll Checks (PR)	Benefit Checks (AP)	Amount Paid
10/16/22 - 10/29/22	11/4/2022			87255	(\$92,813.62)
10/16/22 - 10/29/22	2/23/2023			WT1315	\$92,813.62
1/22/23 - 2/4/23	2/13/2023			WT1325- WT1326	\$161,369.10
10/30/22 - 11/12/23	2/22/2023			WT1331	\$96,427.10
11/13/22 - 11/26/22	2/22/2023			WT1317- WT1318	\$142,565.48
11/27/22 - 12/10/22	2/22/2023			WT1319- WT1320	\$149,648.14
12/11/22 - 12/24/22	2/22/2023			WT1321- WT1322	\$97,456.16
12/25/22 - 1/7/23	2/22/2023			WT1323- WT1324	\$151,553.39
Q4 2022 DOLI	2/23/2023			WT1316	\$52,281.71
2/5/23 - 2/18/23	2/24/2023	107066-107294	18084-18093	88245-88247	\$585,728.82
2/5/23 - 2/18/23	2/27/2023			WT1327- WT1328	\$162,472.90
2/19/23 - 3/4/23	3/10/2023	107295 - 107522	18094-18106	88375-88376	\$576,478.84
2/19/23 - 3/4/23	3/17/2023			WT1329- WT1330	\$161,641.62

03/2023 AWC	3/20/2023			88377	\$240,314.54
		107523 -	18107 -		
3/5/23 - 3/18/23	3/24/2023	107749	18118	88481-88483	\$572,509.80
					<u>\$3,150,447.60</u>

***Wire Transfers:**

Expense Register Dated	Wire Transfer Number	Amount Paid
		<u>\$0.00</u>

***Accounts Payable Claims:**

Expense Register Dated	Check Number (Begin)	Check Number (End)	Amount Paid
2/22/2023	88131	88136	\$94,202.76
2/22/2023	88137	88137	\$25,000.00
2/22/2023	88137	88137	(\$25,000.00)
2/22/2023	88138	88161	\$1,127,682.31
2/22/2023	88162	88189	\$204,398.35
2/22/2023	88190	88190	\$25,000.00
3/1/2023	88191	88191	\$212,425.42
3/1/2023	88192	88195	\$109,935.78
3/1/2023	88196	88220	\$124,923.20
3/1/2023	88221	88243	\$741,673.22
3/1/2023	87886	87886	(\$16,211.05)
3/1/2023	88244	88244	\$15,149.87
3/7/2023	88248	88248	\$83,291.84
3/8/2023	88249	88249	\$7,300.76
3/8/2023	88250	88287	\$402,016.89
3/8/2023	88288	88324	\$117,822.96
3/15/2023	88325	88328	\$665,576.56
3/15/2023	88329	88329	\$1,971.99
3/16/2023	88330	88350	\$344,993.12
3/16/2023	88351	88373	\$110,343.52
3/16/2023	88374	88374	\$3,274.42
3/22/2023	88273	88273	(\$2,625.60)
3/22/2023	88378	88396	\$1,128,692.59
3/22/2023	88397	88426	\$266,129.44
3/22/2023	88427	88427	\$1,147.41
3/28/2023	88427	88427	(\$1,147.41)
3/29/2023	88428	88448	\$672,202.59
3/29/2023	88449	88479	\$282,763.19
3/29/2023	88480	88480	\$3,000.00
			<u>\$6,725,934.13</u>

(c) Authorize the City Manager to Execute a Local Agency Agreement with the Washington State Department of Transportation for the 148th Street Non-Motorized Bridge Project

(d) Authorize the City Manager to Execute a Contract with Play-Well TEKnologies in the Amount of \$180,000 for Three Years

(e) Authorize the City Manager to Execute a Contract with Dandylyon Drama in the Amount of \$150,000 for Three Years

8. ACTION ITEMS

(a) Public Hearing and Discussion of the 2024–2029 Transportation Improvement Plan (TIP)

Nytasha Walters, Transportation Services Manager, stated the Transportation Improvement Plan (TIP) is required by state law to identify transportation projects for the next six years. From the previous 2023-2028 TIP, the Meridian Avenue N and NW Richmond Beach Rd safety improvement projects are due to be completed in 2023. The Meridian Avenue N project was modified to cover improvements from 175th to 200th due to the proposal of another project. The proposed project would cover 200th Street north across SR-104. Ms. Walters explained that the 148th Street Non-Motorized Bridge will need around \$9 million in local funds to complete the project, but staff are going after a RAISE Grant. With the grant, the City can reallocate local funds for other priority projects instead of the bridge. Lastly, following the Council’s direction, a new sidewalk project was added to the previous TIP to service Cascade K-8 School.

For the 2024-2029 TIP, Ms. Walters stated the total cost of funded and partially funded projects is about \$255 million and the total cost of unfunded projects is around \$95 million. An additional \$205 million is needed to fully fund the \$350 million total needed for TIP projects. Ms. Walters listed some projects eligible for grant funding and noted a grant match could make the projects more competitive. Ms. Walters explained that the City sets aside \$100,000 annually through the Real Estate Excise Tax to cover a percentage match for capital improvement projects. With several current large projects, the City may need more funding to provide for grant matches. Staff recommends the Council continue setting aside revenue annually to utilize as match and to consider General Fund Contributions for specific grants.

Mayor Scully opened the Public Hearing.

Doug Darling, Shoreline resident, asked about the reasoning behind the plans for the 148th Street Non-Motorized Bridge and if the project could be deferred to conserve local funds.

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

9. STUDY ITEMS

- (a) Discussing Ordinance No. 981 - Amending the 2023-2024 Biennial Budget (Ord. No. 973) for Uncompleted 2021-2021 Operating and Capital Projects and Increasing Appropriations in Certain Funds (2022-to-2023 Carryover)

Sara Lane, Administrative Services Director, introduced Meng Liu, Budget and Tax Manager, to present on the 2023-2024 Biennial Budget amendment. Ms. Liu explained the amendment would approve the carryover of unspent funds from the previous budget to the current budget. Proposed Ordinance No. 981 would impact expenditures and resources, as follows:

- Increases appropriations for operating and capital expenditures by \$21.578 million
- Increases appropriations for transfers out by \$4.018 million
- Provides revenues totaling \$13.275 million
- Provides transfers in totaling \$4.018 million
- Uses of available fund balance of \$15.265 million offset by the anticipated provision of fund balance by certain activities totaling \$6.960 million.

As a result of the proposed ordinance, net reserve funding requirements, the 2023 beginning fund balance available for appropriation in 2023 is estimated to be \$15.716 million.

A question was asked about the \$5.096 million fund reserved for the Park Bond Projects as it was approved for \$6.3 million in December. Ms. Lane clarified that the presented balance shows the remaining reserve minus what has been expended.

A Councilmember asked for clarification on what is included in the \$4.018 million transfers out. Ms. Liu explained the transfers out shows the appropriation funds movement from one budget to the next.

It was asked how the City Maintenance Facility reserve will be used and Ms. Liu answered the funds are used for major work on the City Maintenance Facility. Ms. Lane added the reserve currently acts as a savings account for the work, but the funds have not been appropriated.

- (b) Discussing Ordinance No. 982 – Amending the 2023-2024 Final Biennial Budget (Ordinance Nos. 973 and 981)

Meng Liu, Budget and Tax Manager, explained Ordinance No. 982 would make amendments to the 2023-2024 Biennial Budget. Proposed Ordinance No. 982 would impact in 2023-24 Biennial expenditures and resources as follows:

- Increases appropriations for operating expenditures by \$2.632 million
- Increases appropriations for transfers out by \$0.389 million
- Provides revenues totaling \$0.653 million
- Provides transfers in totaling \$0.389 million
- Uses of available 2022 ending fund balance totaling \$1.980 million.

As a result of the proposed ordinance, net reserve funding requirements, the 2023 beginning fund balance available for appropriation in 2023 is estimated to be \$13.865 million.

Staff recommends an administrative change to the budget process starting in 2025 which would combine the carryover and spring budget amendment request processes, and a Councilmember asked for rationale behind the change. Ms. Lane explained that combining the ordinances would be a process improvement so reappropriations are more clearly communicated without sacrificing transparency.

It was asked if the financial impact of actions from Council's Strategic Planning Workshop was considered for the budget amendment. Ms. Lane stated the workshop action items are too new and will be considered in the mid-biennium review to give staff time to evaluate the impacts.

A question came up about the focus on park acquisition opposed to park development for the funds associated with the Parks, Recreation, and Open Space and Arts Plan. Ms. Lane explained that park design and development is planned for next year and the immediate need is extra help to research park acquisition.

10. EXECUTIVE SESSION: Potential Litigation RCW 42.30.110(1)(i) and Property Acquisition RCW 42.30.110(1)(b)

At 7:47 p.m., Mayor Scully announced that, after a five-minute recess, Council would recess into an Executive Session at 7:55 p.m. for a period of 20 minutes as authorized by RCW 42.30.110(1)(i) and RCW 42.30.110(1)(b) to discuss with legal counsel matters relating to agency enforcement actions or litigation or potential litigation to which the City is or is likely to become a party and to consider the selection of a site for the acquisition of real estate. He stated the Council may potentially take action following the Executive Session. Staff attending the Executive Session included Nathan Daum, Economic Development Manager; Nicolas Borer, Parks, Fleet and Facilities Manager; Margaret King, City Attorney; and Julie Ainsworth-Taylor, Assistant City Attorney.

Councilmember McConnell recused herself from the Executive Session at 8:04 p.m. and returned at 8:13 p.m.

At 8:14 p.m. Mayor Scully emerged from the Executive Session to extend it for 16 minutes until 8:30 p.m. At 8:30 p.m. Mayor Scully emerged from the Executive Session to extend it for 10 minutes until 8:40 p.m. The Executive Session ended at 8:36 p.m. and Mayor Scully called the meeting back to order at 8:37 p.m.

Deputy Mayor Robertson moved to approve an amendment to the Shoreline Woodway Settlement and Interlocal Agreement deadline regarding annexation of the Point Wells property to extend the settlement and interlocal agreement for a period of three months and authorize the City Manager to execute the extension. The motion was seconded and passed unanimously, 7-0.

11. ADJOURNMENT

At 8:39 p.m., Mayor Scully declared the meeting adjourned.

Kendyl Hardy, Deputy City Clerk

DRAFT