



SHORELINE CITY COUNCIL SPECIAL MEETING

Monday, October 30, 2006
6:00 p.m.

Shoreline Conference Center
Highlander Room
Page Estimated Time
6:00

1. CALL TO ORDER

2. ACTION ITEMS

- (a) Nominations for Appointments to Regional Forums/Committees 1
- (b) Discussion of Process and Criteria for Selection of 13
Comprehensive Housing Strategy Citizen Advisory
Committee (CAC)

3. ADJOURNMENT

7:00

SHORELINE CITY COUNCIL AND SHORELINE PLANNING COMMISSION SPECIAL JOINT MEETING

Monday, October 30, 2006
7:00 p.m.

Shoreline Conference Center
Spartan Room

Page Estimated Time

1. CALL TO ORDER

2. FLAG SALUTE/ROLL CALL

3. STUDY ITEM

- (a) Joint Council/Planning Commission Discussion 17

4. ADJOURNMENT

9:00

The Council meeting is wheelchair accessible. Any person requiring a disability accommodation should contact the City Clerk's Office at 546-8919 in advance for more information. For TTY service, call 546-0457. For up-to-date information on future agendas, call 546-2190 or see the web page at www.cityofshoreline.com.

CITY COUNCIL AGENDA ITEM
CITY OF SHORELINE, WASHINGTON

AGENDA TITLE: Discussion of Appointments to Regional Forums/Committees
DEPARTMENT: Communications & Intergovernmental Relations
PRESENTED BY: Joyce Nichols, C/IR Director

PROBLEM/ISSUE STATEMENT:


Suburban Cities Association (SCA) serves as the administrative agency for selection of representatives to various regional committees and forums. SCA's process involves soliciting nominations, preparing a recommended slate of appointments from the nominating committee of the Public Issues Committee (PIC), and sending recommendations from the PIC to the SCA Board of Directors for approval at its December 12 meeting.

In order to meet this schedule, SCA has asked cities to send in their nominations by Tuesday, October 31. We have scheduled time at your Council meeting tonight to briefly discuss the nominations you would like to forward to SCA for appointments to the regional committees.

A copy of the SCA nominations information packet and the current list of SCA committees/ members for 2006 are included under Attachment "A".

RECOMMENDATION

Staff recommends Council discuss the committee appointments and recommend a slate of nominees to send to SCA by the October 31 deadline.

Approved By: City Manager  City Attorney _____

Attachment "A": SCA nominating packet and 2006 list of appointees

REMINDER REMINDER REMINDER REMINDER

October 4, 2006

To: Mayors and City Council Members
 From: Karen L. Goroski, Executive Director
 RE: 2007 Appointments to Regional Forums Requiring Shared Representation

IT'S TIME TO THINK ABOUT 2007 APPOINTMENTS TO REGIONAL COMMITTEES & BOARDS

Our cities, collectively, have a duty to identify delegates to some regional forums where our representational voice is jointly held, either through an enabling document, by interlocal contract, or by a written request. Page 2 of this document lists those committees and boards for which we appoint electeds.

SCA serves as the administrative agency for the selection of these representatives. Our process involves soliciting nominations, preparation of a recommended slate of appointments by the nominating committee of the Public Issues Committee (PIC), recommendations from the PIC to the SCA Board of Directors and appointment by the Board. The slate will go to the Public Issues Committee on November 8, 2006 for recommendations to the SCA Board of Directors at its December 12, 2006 meeting. The nominations and recommended slate may include cities that are not currently members of SCA.

Some cities prefer to have their councils and/or mayors approve nominees for appointments to regional forums; some cities encourage individual councilmembers to volunteer. This is the choice of each city.

- (1) Please identify potential nominees for the positions on the attached form and forward to us by **October 31, 2006**. Remember, you must submit an application to be considered or reappointed.
- (2) We will accumulate the responses from cities and will forward to the nominating committee of the Public Issues Committee a slate of potential nominees that meet the criteria of the enabling documents. Additional names may be added by the nominating committee with the consent of the nominee.
- (4) The nominating committee will attempt to balance size of cities, geography, experience, new expertise, and a variety of other factors in its recommendations.

There will be an orientation meeting for **ALL** delegates in January. The purpose of the orientation is for each caucus to review and discuss the SCA Board Policies that accompany this memo, elect a caucus lead, discuss the work of their committee or board for 2007, meet the SCA member city staff assigned to each caucus, and more.

If you have further questions about the appointments process or about the regional committees, please call me at the SCA office. 206-433-7170

***** In addition to completing the attached form, the following information about the nominee must be completed:**

- 1) Background nominee would bring to represent suburban cities on the committee/council:**
- 2) Has the nominee been contacted and agrees to have his/her name placed in nomination?**

- Enclosed
1. Nominations form
 2. Committee Information and Links Bylaws provisions concerning appointments.
 3. Link for Bylaw provisions concerning appointments
 4. Section 701.3 of SCA Board Policies – Roles and Responsibilities of Appointees
 5. Link for a list of current appointments 2006

1. NOMINATIONS AND IDENTIFICATION OF AUTHORIZED REPRESENTATIVE

If asking for consideration for more than one committee, please note your order of preference.

Position	Elected Official Nominee
Regional Policy Committee	
Regional Transit Committee	
Regional Water Quality Committee	
PSRC Executive Board	
PSRC Growth Management Policy Board	
PSRC Transportation Policy Board	
PSRC Economic Development District Policy	
Growth Management Planning Council (GMPC)	
Regional Law, Safety, and Justice Committee	
Committee to End Homelessness Governing Board	
King County Consortium Joint Recommendations Committee for CDBG (JRC)	
King County Disability Board LEOFF1	
Local Hazardous Waste Management Program – Management Coordination Committee (MCC)	
Board of Health	
enterpriseSeattle	

Please provide a brief statement on your qualifications for the position.

These nominations represent the elected officials eligible and willing to serve on these committees from the city of _____.

Our city is willing to provide staff support to forums on which elected officials from our city may be selected to serve. Yes _____ No _____

Our city prefers not to nominate individuals, but permits individual councilmembers to volunteer for service. Yes _____ No _____

This information has been supplied by _____. Date _____

Contact phone: _____ email: _____

To have this information included in the informational packet sent to the nominating committee of the Public Issues Committee, please Email, FAX or MAIL to SCA by October 31, 2006.

2. Committee Information and Links:

Brief committee information and a web site link for further information.

METROPOLITAN KING COUNTY REGIONAL COMMITTEES

Regional Policy Committee - RPC

RPC is responsible for addressing countywide issues including human services, public health, disaster planning, solid waste, criminal justice, emergency medical services and other issues. They are charged with developing, reviewing and recommending policies, plans and ordinances for consideration by the County Council.

Meeting times and place: RPC meets the 1st Wednesday of each month from 3 – 5 pm at the King County Courthouse. www.metrokc.gov/mkcc/committees/rpc.htm

Regional Transit Committee - RTC

RTC's purpose is to develop, review, and recommend policies and plans to guide Metro Transit Operations.

Meeting times and place: RTC meets the 3rd Wednesday of each month from 3-5 pm at the King County Courthouse. www.metrokc.gov/mkcc/committees/rtc.htm

Regional Water Quality Committee - RWQC

RWQC was established by King County Charter in 1994. They develop, review and recommend countywide policies and plans for water quality and sewer services issues, long range capital facilities plans, rate policies and facilities siting to guide King County's regional water quality responsibilities for consideration by MKCC.

Meeting times and place: RWQC meets the 2nd Wednesday of the month for 3-5pm at the King County Courthouse. www.metrokc.gov/mkcc/committees/rwq.htm

PUGET SOUND REGIONAL COMMITTEES (PSRC)

PSRC is an association of local government and state agencies that serves as a forum for developing policies and making decisions about regional growth management, economic and transportation issues in the four-county central Puget Sound region. Established by interlocal agreement as the regional transportation planning organization for Snohomish, King, Pierce and Kitsap counties. Mandated by state law and consistent with regional growth management strategies. Headquarters is located at 1011 Western Avenue, Seattle. The full meeting schedule is posted at www.PSRC.org.

PSRC Executive Board

The Executive Board members are appointed by their General Assembly constituents to represent the member governments. The Board is chaired by the Regional Council president, meets monthly, and carries out delegated powers and responsibilities between meetings of the General Assembly.

Meeting times and place: The Executive Board usually meets once a month on the 4th Thursday from 10 am to 11:30 am at PSRC's headquarters. www.psrc.org/boards/execbd/index.htm

PSRC Growth Management Policy Board - GMPB

The GMPB includes representatives of the Regional Council's member jurisdictions and regional business, labor, civic and environmental groups. Meets monthly to make recommendations on key growth management issues to the Executive Board.

<http://www.psrc.org/boards/gmpb/index.htm>

Meeting times and place: Meets the 2nd Thursday of the month both jointly with the Transportation Policy Board and separately at the PSRC headquarters. Separately, it is scheduled from approximately 9:30 – 12:30.

PSRC Transportation Policy Board - TPB

The RPB includes representatives of the Regional Council's member jurisdictions and regional business, labor, civic and environmental groups. Meets monthly to make recommendations on key transportation issues to the Executive Board.

Meeting times and place: TPB meets on the second Thursday of the month, from approximately 9:30 – 11:30, both jointly with the Growth Management Policy Board and separately.

Economic Development District Policy Board - EDDPB

The regional Economic Development District (EDD) is the federally designated economic development district for the central Puget Sound Region covering King, Kitsap, Pierce, and Snohomish counties. The EDD is responsible for regional economic development planning and collaborates with various private and public sector agencies to accomplish this goal. The EDD brings together the private and public sectors in a partnership necessary to provide a coordinated strategy and an ongoing economic development program for the region.

Meeting times and place: EDDPB meets on the second Wednesday of each month from 2-4 pm at PSRC headquarters

<http://www.psrc.org/boards/cpsedd/index.htm>

OTHER KING COUNTY COMMITTEES

Growth Management Planning Council – GMPC

GMPC consists of elected officials from King County, Seattle, Bellevue and the Suburban Cities Association and special purpose districts. The GMPC developed and adopted the Countywide Planning Policies (CPP's), which serve as a framework for each jurisdiction to develop its own comprehensive plan, which must be consistent with the overall vision for the future of King County. The GMPC recommends amendments to the CPP's to the King County Council.

Meeting times and place: GMPC normally meets on the 4th Wednesday of the month, several times per year, from 4 - 6 pm, at the Puget Sound Regional Council's headquarters at 1011 Western Avenue, Seattle. A caucus meeting of city representatives may be held immediately prior to the meeting, or at another time and place, by mutual agreement of the caucus representatives.

<http://www.METROKC.GOV/DDES/GMPC/INDEX.SHTM>

Regional Law Safety and Justice Committee

Created by state law to share and coordinate criminal justice information and programs, to address important criminal justice issues in the region and plan future needs.

Meeting times and place: RLSJ meets the last Thursday of each month, 7:30 am to 9 am at the 40th Floor Conference Room, Seattle Municipal Tower, 700 Fifth Ave. No web site, but contact Kate Davis at 206-296-3437.

Committee to End Homelessness – Governing Board

In the Spring of 2005 the Governing board was formed. Comprised of influential leaders, the board will provide high-level oversight. They will help sustain the vision and leadership of the Plan to End Homelessness by guiding planning, coordinating current funding and creating additional resources. These are two year terms for electeds. Board meets quarterly.

Meeting times and place: Governing board for the Committee to End Homelessness meets quarterly. www.cehkc.org – then follow links to the Governing Board. Program Manager is Gretchen Bruce at 206-296-5251.

King County Consortium Joint Recommendations Committee for CDBG - JRC

The Joint Recommendations Committee (JRC) is the interjurisdictional policy body of King County and the suburban cities on a wide range of housing and community development issues. It was created through the interlocal cooperation agreements that formed the King County Community Development Block Grant (CDBG) Consortium and the King County HOME Investment Partnerships (HOME) Consortium. King County receives about \$10-\$12 million of these federal funds each year.

Meeting times and place: JRC usually meets once a month from February through November. Generally scheduled for 10 am -12 pm every fourth Thursday of the month at the Mercer View Community Center on Mercer Island.

www.metrokc.gov/dchs/csd/housing/joint.htm

King County Disability Board LEOFF1

Mandated by the state to act upon and approve or disapprove claims for disability by County law enforcement officers and firefighters hired under the LEOFF1 plan. (Prior to 1977) State dictates that each county shall establish a disability board having jurisdiction over all members residing in the county and not employed by a city in which a disability board is established. SCA appoints one person from eligible cities to serve. (Black Diamond, Clyde Hill, Normandy Park, Woodinville, Issaquah, Pacific, Algona, Lake Forest Park, Snoqualmie, Enumclaw, Medina and Tukwila.)

Meeting times and place: Meetings of the Disability Board are held monthly on the last Wednesday of each month from 9 am to noon. Room 501, Fifth Floor, Yesler Building, 400 Yesler Way, Seattle.

<http://www.metrokc.gov/finance/kcleoff1/meetings.htm> Committee Staff: Gail Morris 206-296-6394 or gail.morris@metrokc.gov

Local Hazardous Waste Management Program – Management Coordination Committee – MCC

The Local Hazardous Waste Management Program in King County is a regional partnership comprising King County, the City of Seattle and the suburban cities within King County. The Program's mission is "To protect and enhance public health and environmental quality in King County by helping citizens, businesses and government reduce the threat posed by the use, storage and disposal of hazardous materials." Program services to households and small businesses include (but are not limited to): a) Providing education/outreach services to residents and business owners regarding the potential human and environmental risks that hazardous materials pose; b) Promoting behavior that reduces the demand for and use of hazardous materials by households and small businesses; c) Promoting safe hazardous material handling and storage practices by households and small businesses; d) Providing technical assistance to business owners to help them achieve best management practices while reducing their use of and exposure to hazardous materials; e) Collecting household hazardous materials

<http://www.govlink.org/hazwaste/about/>

Meeting times and place: The Management Coordination Committee meets on the third Tuesday of every month from 9:30 a.m. to 11:30 a.m. in the King/Chinook Conference Room, 6th Floor of the King Street Center (201 S. Jackson, Seattle.)

COUNTY EXECUTIVE APPOINTMENTS

Board of Health

State mandated board functions to set county-wide public health policies, enact and enforce local and public health regulations and carry out any other duties of local boards of health as specified in state law.

Meeting times and place: Third Friday of every month 9:30 am to 1:00 pm and the location alternates between the County Council Chambers and the Seattle Council Chambers. Staff contact: Kathleen Uhlorn, Board of Health administrator, 206-205-3941 or Kathleen.uhlorn@metrokc.gov

<http://www.metrokc.gov/health/bho/background.htm>

OTHER APPOINTMENTS

enterpriseSeattle

Prior to their reorganization this was the Economic Development Council (EDC). Board positions are open only to those cities who are members in good standing of enterpriseSeattle. SCA will recommend names directly to enterpriseSeattle nominating committee.

The mission of enterpriseSeattle is to build a world-class economy in King County and the Seattle area by creating, retaining and recruiting high value companies and jobs. enterpriseSeattle is focused on companies-their clients. They provide confidential, free-of-charge information and assistance to decision makers and consultants working with large, small foreign and domestic companies seeking office, distribution, manufacturing and research and development facilities in King County and its thirty-nine cities.

Meeting times and place: Board Meetings are 8:00 –9:30 in Seattle or Bellevue, approximately every other month.

<http://www.enterpriseseattle.org>

3. Bylaws provisions concerning appointments, SCA Bylaws November 16, 2005

For more information, please go to WWW.Suburbancities.org, click on 'About SCA' and then 'Governance'. Look for section 4.17.6 for information on the role of the Public Issues Committee and appointments.

4. Section 700 – SCA Board Policies: (The full Board Policies can also be found at <http://www.suburbancities.org> then go to 'About SCA' and select 'Governance')

700 APPOINTMENTS TO REGIONAL COMMITTEES AND BOARDS

701.3 Roles and Responsibilities of Appointees

- a) Appointees and alternates to regional forums are expected to attend meetings of the forum and of the SCA caucus. At the beginning of each appointment year, caucus leads, in coordination with the executive director, shall establish steps to be taken in confirming attendance, notifying of absences or other procedural matters concerning the forum.
- b) Appointees and alternates should be knowledgeable of the subject matter of the forum, reviewing materials and participating in discussion on behalf of the interests of the affected jurisdictions. Appointees shall observe any protocols or procedures of the forum in which they participate.
- c) Alternates should participate in all caucus meetings and in materials distribution on a par with full members, including the discussion of any caucus consensus position
- d) Alternates should expect to succeed to full participation in any forum on the resignation or illness of the principal appointee, for the duration of the current term, at the discretion of the Board.
- e) Appointees and alternates should regularly report activities and pending issues of their forum to SCA's membership, through attendance and participation in SCA meetings of the Public Issues Committee and/or membership meetings, written reports or electronic communication, as is appropriate.
- f) Appointees and alternates shall, in all matters for which they are a delegate of SCA, represent the common interests of all member cities. Appointees shall notify the caucus lead and the Executive Director of SCA in the event that the interests of the city for which they are an elected official prevents them from or interferes with their representation of the interests of all member cities.
- g) A representative designated as "caucus lead" by SCA's appointees shall be individually responsible for reporting forum issues and activities to the Public Issues Committee, and for working with and being available to any assigned staff in support of that forum.
- h) The caucus members should be responsible for identification of cross-forum issues and the caucus lead should be responsible for communicating cross-forum or conflicting issues to the Board.

(Board 10-29-1999; 7-28-2005)

5. List of current appointments:

Go to www.suburbancities.org and select 'Get Involved/Appointments' and then 'Current Appointments'.

— ATTACHED —

Suburban Cities Association



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[Public Issues Committee \(PIC\)](#)

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Links

Reference Materials

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Suburban Cities Association
6300 Southcenter Blvd
Suite #206
Tukwila WA, 98188
(206) 433-7168 (phone)

CURRENT APPOINTMENTS

The following chart lists the SCA members appointed to Boards and Committees on January occurred. Last updated 10/11/06.

Suburban Cities Association 2006 Committ

METROPOLITAN KING COUNTY REGIONAL COMMITTEES

Regional Policy Committee - RPC

Term	Member	City
12/31/06	Sonny Putter	Newcastle
12/31/06	Pete Lewis	Auburn
12/31/06	Kathy Keolker	Renton
12/31/06	John Wise	Enumclaw
Alternates		
12/31/06	Rosemarie Ives	Redmond
12/31/06	Ava Frisinger	Issaquah

Regional Transit Committee - RTC

Term	Member	City
12/31/06	Kathy Huckabay	Sammamish
12/31/06	Fred Butler	Issaquah
12/31/06	Roger Thordarson	Auburn
12/31/06	Ralph Shape	SeaTac
12/31/06	Pam Carter	Tukwila
12/31/06	Jeanne Burbidge	Federal Way
12/31/06	Joan McGilton	Burien
12/31/06	Robert Ransom	Shoreline
Alternates		
12/31/06	Rich Hildreth	Pacific
12/31/06	Bryan Cairns	Mercer Island
12/31/06	Conrad Lee	Bellevue
12/31/06	Joan McBride	Kirkland

(206) 242-8031 (fax)

Regional Water Quality Committee - RWQC

Term	Member	City
12/31/06	Rich Gustafson	Shoreline
12/31/06	Bill Peloza	Auburn
12/31/06	Steve Mullet	Tukwila
12/31/06	Don Davidson	Bellevue
Alternates		
12/31/06	Dan Clawson	Renton
12/31/06	Laurie Clinton	Carnation

PUGET SOUND REGIONAL COUNCIL COMMITTEES**Puget Sound Regional Council Executive Board**

Term	Member	City
12/31/06	Sonny Putter	Newcastle
12/31/06	Sue Singer	Auburn
12/31/06	Nancy McCormick	Redmond
12/31/06	Mary-Alyce Burleigh	Kirkland
12/31/06	Ron Hansen	Shoreline
Alternates		
12/31/06	Steve Mullet	Tukwila
12/31/06	Laure Iddings	Maple Valley
12/31/06	Sally Nelson	Burien
12/31/06	Michelle Petitti	Sammamish
12/31/06	Ken Hearing	North Bend

Puget Sound Regional Council Growth Management Policy Board

Term	Member	City
12/31/06	Richard Cole	Redmond
12/31/06	Tim Clark	Kent
Alternate		
12/31/06	Lynn Norman	Auburn
12/31/06	Nancy Whitten	Sammamish

Puget Sound Regional Council Transportation Policy Board

Term	Member	City
12/31/06	Pat Ewing	Bothell
12/31/06	Pam Carter	Tukwila
Alternate		
12/31/06	Don Gerend	Sammamish
12/31/06	Jeanne Burbidge	Federal Way

Puget Sound Regional Council Economic Development District Policy Board

Term	Member	City
12/31/06	Pete Lewis	Auburn
12/31/06	Jim Pearman	Mercer Is.
Alternate		

12/31/06	Kathy Keolker	Renton
12/31/06	John Hendrickson	Kenmore

OTHER KING COUNTY COMMITTEES**Growth Management Planning Council (GMPC)**

12/31/06	Member	City
12/31/06	Lucy Krakowiak	Burien
12/31/06	John Resha	Redmond
12/31/06	Jean Garber	Newcastle
12/31/06	Terri Briere	Renton
12/31/06	Eric Faison	Federal Way
12/31/06	Tim Clark	Kent
Alternates		
12/31/06	Nancy Backus	Auburn
12/31/06	Mark Cross	Sammamish
12/31/06	Robert Sternoff	Kirkland
12/31/06	Patrick Ewing	Bothell

Regional Law Safety & Justice

Term	Member	City
12/31/06	Russell Joe	Issaquah
12/31/06	Mike Roskind	Woodinville
12/31/06	Dave Asher	Kirkland
12/31/06	George Hadley	Normandy Park
12/31/06	Kimberly Allen	Redmond
12/31/06	Suzette Cooke	Kent

King County Consortium Joint Recommendations Committee for CDGB (JRC)

Term	Member	City
12/31/06	Ava Frisinger	Issaquah
12/31/06	Howard Botts	Bl. Diamond
12/31/06	Terry Anderson	SeaTac
12/31/06	David Baker	Kenmore

Local Hazardous Waste Management Plan

Term	Member	City
12/31/06	Kathy Keolker	Renton

Committee to End Homelessness Governing Board

Term	Member	City
12/31/06	Jeffrey Possinger	Duvall
12/31/06	John Wise	Enumclaw

COUNTY EXEC OR STATE APPOINTMENTS**Board of Health**

Term	Member	City

12/31/06	David Hutchinson	Lk Forest Pk
12/31/06	Ava Frisinger	Issaquah
Alternates		
12/31/07	Dan Sherman	Des Moines

Solid Waste Advisory Committee (SWAC)

Term	Member	City
9/30/2008	David Baker	Kenmore
9/30/2008	Joan McGilton	Burien

Emergency Management Advisory Committee (EMAC)

Term	Member	City
12/31/2007	George Hadley	Normandy Park
12/31/2007	Gail Marsh	Shoreline
12/31/2007	Brian Felczak	Kent

Regional Homeland Security Subcommittee of EMAC (RHSS)

Term	Member	City
12/31/2006	Bill Gates	Federal Way
12/31/2006	Sarah Miller	Auburn
12/31/2006	Dominic Marzano	Kent

King County Disability Board LEOFF 1

Term	Member	City
12/31/06	Howard Botts	Bl Diamond

Regional Water Supply Planning Process Coordinating Committee RWSPCC

Term	Member	City
???	Tim Clark	Kent

OTHER APPOINTMENTS**enterpriseSeattle**

Term	Member	City
Feb/2007	Steve Mullet Pete Lewis Kathy Keolker	Tukwila Auburn Renton
Feb/2007		
Feb/2007	Eileen Barber	Issaquah
Feb/2007	Bob Sternoff	Kirkland
Feb/2007	Jack Dovey	Federal Way

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CITY COUNCIL AGENDA ITEM
CITY OF SHORELINE, WASHINGTON

AGENDA TITLE:	Discussion of Process and Criteria for Selection of the Comprehensive Housing Strategy Citizens Advisory Committee
DEPARTMENT:	Planning and Development Services and Human Services
PRESENTED BY:	Steve Cohn, Senior Planner Rob Beem, Human Services Manager

PROBLEM / ISSUE STATEMENT:

The City Council established, "Development of a Comprehensive Housing Strategy," as one of ten goals for 2007-2008. Council and staff have focused on the need to craft an overall strategy that reflects the variety of perspectives and interests Shoreline's citizens have regarding housing issues. To this end the Council will be appointing a Citizens Advisory Committee which will guide this effort. On November 13th the City Manager will present his recommendation for the composition of the Citizens Advisory Committee (CAC) to the City Council for appointment. Tonight's discussion will allow the City Council to develop a more specific understanding of the process and criteria staff is using to formulate this recommendation.

In early October the City solicited applications from citizens interested in serving on the CAC. We received 66 applications before the deadline and two shortly thereafter. In addition, three Planning Commissioners have volunteered to serve on the committee, bring the total to 71. (See the attachment for a list of applicants, including Planning Commissioners). To better understand each applicant and the perspectives they bring to this work, we requested and received additional information either through in-person interviews or in writing.

We are developing a recommendation for a committee of 12-15 members that represent a broad spectrum of the community. The criteria we intend to use include:

1. Geography
2. Gender
3. Length of residence in Shoreline
4. Type of housing they live in, e.g. single family/multi-family and owner/renter
5. What, if any, specific housing related issue(s) drew them to the CAC
6. Presence of children in the household
7. Experience working on committees

The schedule now anticipates the CAC's first meeting in early December and continuing on a bi-weekly basis through May of 2007.

RECOMMENDATION

Staff requests that Council review and comment on the proposed criteria, so that staff can develop a list of candidates for the committee that is truly representative of Shoreline.

ATTACHEMENT

Comprehensive Housing Strategy Committee Applicants



Comprehensive Housing Strategy Committee Applicants

1	George	Adams	41	Scott	Markley
2	Wendy	Atmore	42	Greg	Mattioni
3	Lise	Baadh	43	Jenifer	Middlebrooks
4	Bill	Bear	44	Catharine	Miler
5	Juliet	Beard	45	Howard	Murray
6	John	Behrens	46	Nimo	Mursal Hussein
7	Dorothy	Brenchley	47	Ben	Perkowshi
8	Todd	Bullock	48	Michael	Pollowitz
9	Albert	Burns	49	Mary Lynn	Potter
10	Jerome	Burns	50	Donna	Pugh-Jonathan
11	John	Carney	51	Sean	Quigley
12	Lee	Cerveney	52	Craig	Rantz
13	Stephen	Cook	53	Ann	Rossie
14	Jason	Cooley	54	Jeanne	Roxby
15	Jonathan	Danylak	55	Karen	Russell
16	Mark	Deutsch	56	Terry	Scott
17	Wendy	DiPeso	57	Tatiana	Sikora
18	Chris	Eggen	58	Harry	Sloan
19	Samson	Ekwueme	59	Elaine	Solberg
20	Kristen	Ellison-Oslin	60	Jim	Soules
21	Darlene	Feikema	61	Erik	Spencer
22	Philip	Frisk	62	Kelly	Thompson
23	Melinda	Giovengo	63	Bryon	Vadset
24	Steve	Goldstein	64	Jennifer	Valenta
25	Kevin	Grossman	65	Lara	Van Houten
26	James	Hardman	66	Maria	Walsh
27	Jay	Helfrich	67	Malyn	White
28	Peter	Henry	68	LaVonne	Wilson
29	William	Hickey			
30	Mark	Holmes			
31	Michael	Jackson			
32	Scott	Jepsen			
33	LaNita	Jordan Wacker			
34	Janne	Kaje			
35	David	Kalman			
36	Kyrie	Keirdwyn Cataldo			
37	Sam	Kim			
38	Marlene	Lam			
39	Dennis	Lee			
40	Tim	Lucas			

Planning Commissioners

Sid	Kuboi
Chakorn	Phisuthikul
Michelle	Wagner

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CITY COUNCIL AGENDA ITEM
CITY OF SHORELINE, WASHINGTON

<p>AGENDA TITLE: Joint City Council and Planning Commission Meeting DEPARTMENT: Planning and Development Services PRESENTED BY: Joseph W. Tovar, FAICP, Director</p>

PROBLEM/ISSUE STATEMENT:

The City Council and Planning Commission have not had a joint meeting since at least 2004. It is important for the City Council to provide feedback, clarification, and direction to the Planning Commission on a regular basis. This is particularly important at this point in light of the Council's recently adopted 2007-2008 Goals, the Goals implementation timelines that the staff previously reviewed with Council, and the Planning Commission's upcoming work program.

It is also timely to have a roundtable discussion about the respective roles of the City Council, the Planning Commission, and the City staff. Council has recently heard from at least one citizen who has asked that the Council consider assuming the public hearing role that traditionally resides with the Planning Commission. Other recent items coming to the Council's attention indicate a lack of understanding by some citizens about the role of staff as administrators, interpreters and enforcers of Council adopted policies and permits.

Finally, the Commission has asked for Council to discuss the ways that the Planning Commission may be involved in and support the efforts to implement the Council Goals for 2007-2008.

RECOMMENDATION:

The staff recommends that the Council and Commission closely follow the time allocations on the proposed agenda because there are many items to discuss and several important decisions to make or direction for Council to provide. The Attachments provide some summary information regarding the details of the Commission's recent accomplishments, system improvements and public outreach efforts.

ATTACHMENTS:

- A. Proposed Planning Commission Report and Discussion points
- B. 2005-2006 Planning Commission Accomplishments
- C. 2007-2008 Planning Commission Work Plan Excercise
- D. Organizing for a Shared Mission
- E. Legislative, Quasi-Judicial, and Administrative Land Use Decisions
- F. Proposed Shoreline Speaker Series

Approved By: City Manager  City Attorney __

Proposed Planning Commission Report and Discussion points

1. Report on Planning Commission Accomplishments 2005-006 – *Chair R. Piro* (5 min.)
[See separate attachment]
2. Overview of public outreach and participation improvements – *R. Piro* (10 min.)
 - Updates to the Planning Commission rules re: sequence of staff and public comments
 - Planning Commissioner outreach to the Neighborhood Councils
 - Joint meeting with the Park Board to hear the presentation of The Cascade Agenda
 - Proposal for joint Council/Commission meetings in spring/fall
3. Planning Commission Retreat Work Plan Exercise – *R. Piro* (5 min.)
[See separate attachment]
4. Organizing for a Shared Mission – the respective roles of the staff, the Planning Commission and the City Council [presentation by Planning Director Tovar] (10 min.)
5. City Council feedback to and dialogue with the Planning Commission (30 min.)
 - Satisfaction with level of clarity of Planning Commission minutes
 - How Planning Commission recommendations are transmitted to Council
 - Concerns or suggestions about how citizen comment is handled
 - Citizen proposal that City Council conduct the public hearings on rezones
 - Concerns about quasi-judicial rezoning on a parcel basis as opposed to area-wide legislative rezoning of certain areas
6. Future Planning Commission Work Program and operations (30 min.)
 - Role of the Planning Commission as host/sponsor of the “Speaker Series”
[See separate attachment]
 - Role of the Planning Commission with respect to Council Goal 5 (Comprehensive Housing Strategy), Goal 6 (Environmentally Sustainable Community), and Goals 2 and 8 (including Town Center Planning)
 - Potentially emergent role of the Planning Commission as a policy board and workload implications
 - Relative priority of the Briarcrest neighborhood plan/zoning

2005-06 Accomplishments

One of the objectives of the 2006 Planning Commission Retreat was to celebrate the accomplishments of the Commission since its last retreat back in March of 2005. The following were the accomplishments identified by the Commission.

- Two new Planning Commissioners were appointed in April of 2006 - the Commission has reviewed numerous projects since then and has functioned harmoniously and successfully with the new members.
- How the Commission handled updating the Permanent Hazardous Trees Regulations
- Agreeing to rescind Cottage Housing, handled it gracefully even though the outcome may not have been what the Commission wanted
- Comprehensive Housing Strategy adopted as a 2007-08 Council goal - due partly by the record the Planning Commission built in its recommendation for cottage housing in Shoreline
- High productivity on rezones
- Successfully got through the Critical Areas Ordinance
- Work done with the public – worked through issues involving citizens with emotions ranging from concern to anger
- Attended Neighborhood Association meetings (there was a good response by residents)
- Involvement with the City Council at Council meetings & community meetings

Accomplishments Identified by Staff

- Commission works well together & are effective
- Patient – the Commission exhibited patience to wait until tonight for getting to the “bigger picture issues”
- Transition of new Planning Director and new Long-Range Planning staff

2007-2008 Work Plan Exercise

Commissioners were asked to come to the retreat prepared to share with the group three work plan items they would like to see on the Commission's 2007-08 work plan. This discussion also included a review of the parking lot items.

The following identified items were put into a list and the Commissioners were asked to participate in a "vote by dot" exercise to identify the top work plan items. Each Commissioner was given four dots and they could only use one dot per item (in essence, no one could put all four dots on one item).

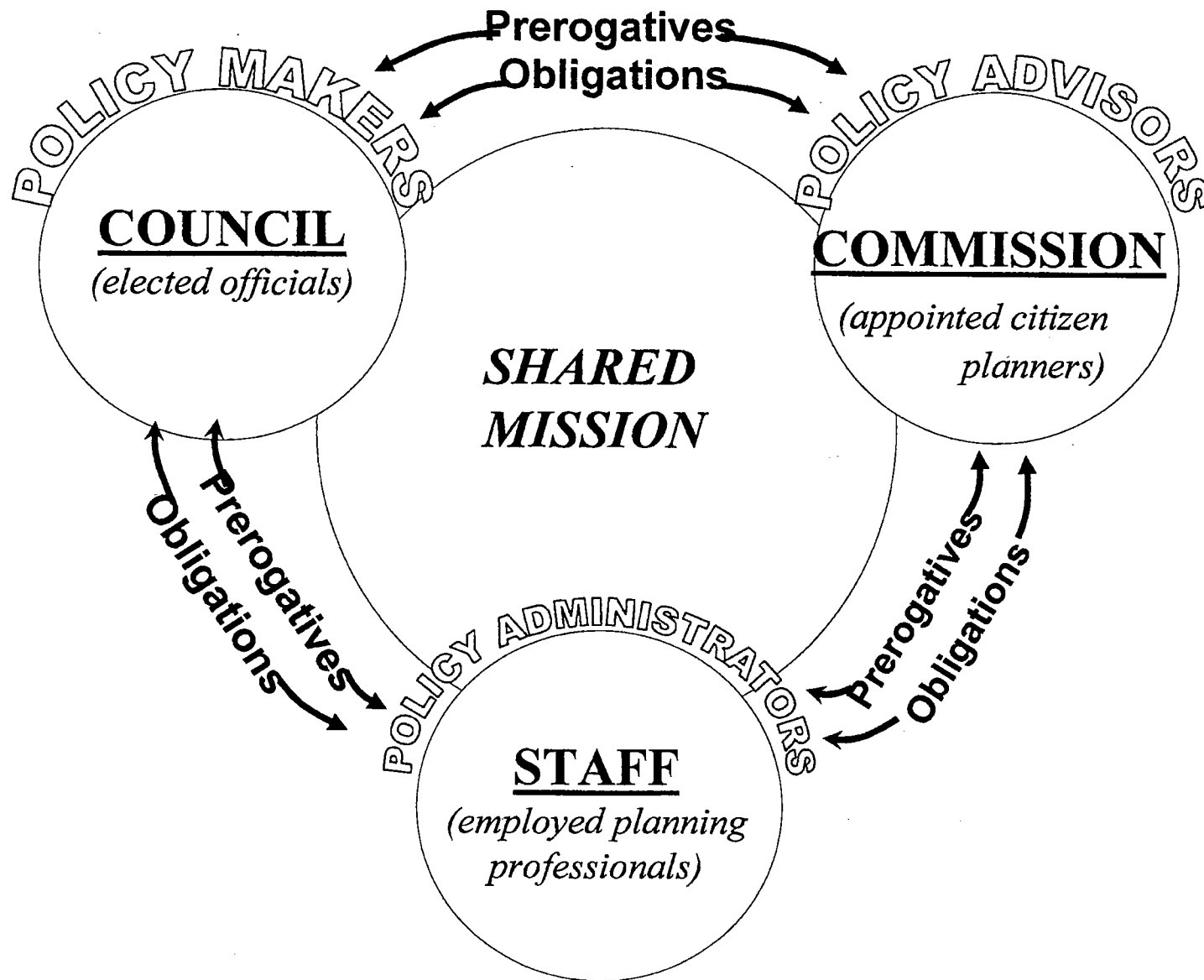
# Dots	Work Item
6	Sub-area planning for special study areas
6	Town Center (Plan/Vision/Facilitate creation of)
4	Comprehensive Housing Strategy
3	Urban Forest Management Strategy
3	Develop a Bike-Pedestrian Strategy
3	Green Streets/Complete Streets (to fully accommodate walking & biking)
3	Study formed based housing
2	Review general outreach to public -each Commissioner attends a Council of Neighborhood's meeting -invite Neighborhood Office into the discussion -be more proactive; get information into neighborhood newsletters
2	Grow local transit (routes linking east and west Shoreline, link to regional efforts)
2	Address low impact development protocols
1	Central Shoreline Sub-area Plan Overlay
1	Draft the Vision Statement

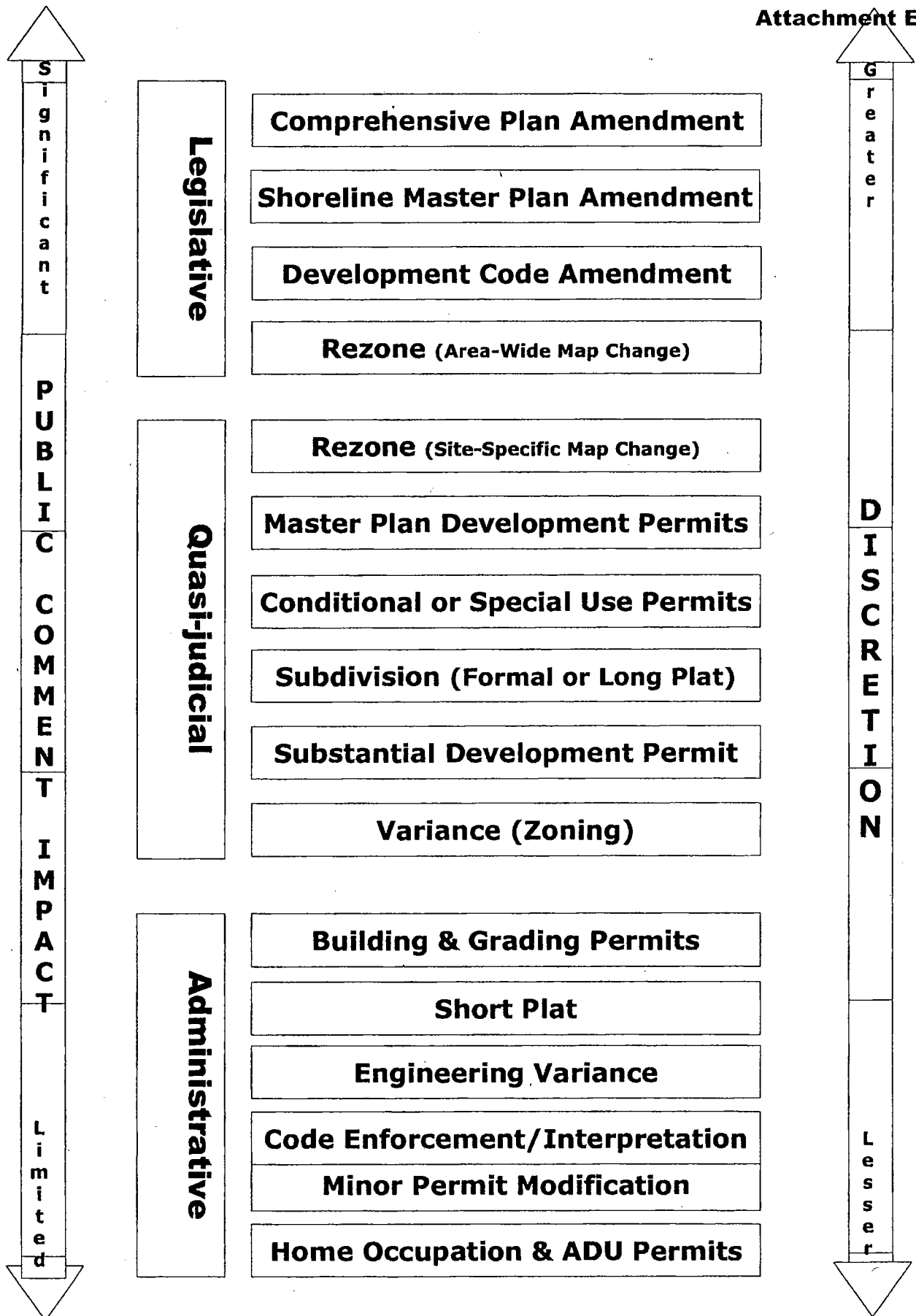
Next Steps

- Review and finalize the top work plan items and determine timelines for accomplishing such items at the Planning Commission's August 3 meeting
- Schedule a joint dinner meeting with the City Council to review the Commission's work plan and timeline

Organizing for a Shared Mission

Roles, Prerogatives, and Mutual Obligations





Proposed Shoreline Speaker Series

Planning and Development Services staff proposes a Speaker Series as one key resource and opportunity for community outreach in implementing the Goals. The focus of the speaker series is to provide a range of perspectives about the implications of and possible approaches to change.

The topics addressed by the speakers would help Shoreline's Council, Planning Commission, Parks Board, Comprehensive Housing Strategy Citizens Advisory Committee, Aurora Advisory Team, and other residents, businesses and City staff think about the City's future and the path for getting there. The proposed list of speakers is composed largely of local people with national reputations as critical thinkers and visionaries. The proposed speakers would include:

- **Gene Duvernoy**, President of the Cascade Land Conservancy. His focus will be discussing "Cascade Agenda Great Cities" which area cities that provide their residents a high quality of life, and are desirable places to live and work. In creating desirable places to live and work, pressure to develop the region's natural resource and working lands can be minimized. Mr. Duvernoy recently made a presentation to Shoreline's Planning Commission and Parks Board.
- **Ron Sher**, Managing Partner of Crossroads Bellevue and CEO of Third Place Company. Mr. Sher has transformed Bellevue's Crossroads retail area from a listless shopping center to a vibrant community asset. In addition he has developed Third Place Books in Lake Forest Park and other places into retail places that foster community.
- **Jim Potter** is chairman of Kauri Investments, a local residential development and property management company. Mr. Potter has a long-time interest in affordable housing and is currently the President of the Master Builder's Association of King and Snohomish Counties. His company has been involved in a variety of successful mixed use buildings in the Lake City area and is a participant in the housing component of the proposed mixed use Puyallup City Hall project.
- **Mark Hinshaw** is Director of Urban Design for LMN Architects in Seattle. He has consulted in many communities throughout the Northwest and has worked in both the private and public sectors. His specializations include creating place, building town centers and emerging housing needs and forms.
- **Dan Burden**, Executive Director of Walkable Communities Inc. Mr. Burden is a nationally recognized authority on street corridor and intersection design, planning elements that affect roadway environments and bicycle and pedestrian facilities. He believes that connections (for both pedestrians and vehicles) are vitally important to create, develop, and maintain community. Mr. Burden made presentations to Shoreline's City Council and Planning Commission in September 1997.
- **Mark Lakeman** of City Repair in Portland. Mr. Lakeman's organization is dedicated to the creation of "the Public Square." Their website states: "By helping people reclaim their urban spaces to create community-oriented places, we plant the seeds for better neighborhood communication, community empowerment and revitalized local culture." City Repair has also been involved in a number of green street projects in Portland. The website address is www.cityrepair.org
- **Anne Vernez-Moudon** is a professor Urban Design and Planning at the University of Washington. Professor Moudon has done extensive research in Puget Sound area communities on a variety of topics, including the linkage between land use planning, housing, pedestrian movement and **transportation facilities and services.**