



AGENDA

SHORELINE CITY COUNCIL WORKSHOP DINNER MEETING

Monday, November 26, 2007
6:00 p.m.

Shoreline Conference Center
Highlander Room

TOPICS/GUESTS:

SHORELINE CITY COUNCIL BUSINESS MEETING

Monday, November 26, 2007
7:30 p.m.

Shoreline Conference Center
Mt. Rainier Room

- | | <u>Page</u> | <u>Estimated
Time</u> |
|--|-------------|---------------------------|
| 1. CALL TO ORDER | | 7:30 |
| 2. FLAG SALUTE/ROLL CALL | | |
| 3. REPORT OF THE CITY MANAGER | | |
| 4. REPORTS OF BOARDS AND COMMISSIONS | | |
| 5. GENERAL PUBLIC COMMENT | | 7:45 |
| <p><i>This is an opportunity for the public to address the Council on topics other than those listed on the agenda, and which are not of a quasi-judicial nature. The public may comment for up to three minutes; the Public Comment under Item 5 will be limited to a maximum period of 30 minutes. The public may also comment for up to three minutes on agenda items following each staff report. The total public comment period on each agenda item is limited to 20 minutes. In all cases, speakers are asked to come to the front of the room to have their comments recorded. Speakers should clearly state their name and city of residence.</i></p> | | |
| 6. APPROVAL OF THE AGENDA | | 8:00 |
| 7. CONSENT CALENDAR | | |
| (a) Approval of expenses and payroll as of November 13, 2007
in the amount of \$ 3,504,996.04 | <u>1</u> | |

- (b) Authorization to Award Contract for 15th Ave NE and NE 150th Street Traffic Signal Construction Project 3
- (c) Approval of amendment to the City Manager's Employment Agreement 7

8. ACTION ITEMS: OTHER ORDINANCES, RESOLUTIONS, AND MOTIONS

- (a) Ordinance No. 485 adopting the 2008 Property Tax Levy and Ordinance No. 488, finding Substantial Future Need, allowing the City to Reserve any Unused Levy Capacity for Future Use 11
- (b) Ordinance No. 486 adopting the Annual Budget for the City of Shoreline for the year 2008 19
- (c) Approval of Economic Development Advisory Committee Appointments 47
- (d) Approval of Kruckeberg Garden Purchase and Sale Agreement 53
- (e) Approval of Kruckeberg Botanical Garden Foundation Service Agreement 55

9. ADJOURNMENT

10:00

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. Council meetings are shown on Comcast Cable Services Channel 21 Tuesdays at 12 noon and 8 p.m., and Wednesday through Sunday at 6 a.m., 12 noon and 8 p.m. Council meetings can also be viewed on the City's Web site at cityofshoreline.com/cityhall/citycouncil/index.

CITY COUNCIL AGENDA ITEM

CITY OF SHORELINE, WASHINGTON

AGENDA TITLE: Approval of Expenses and Payroll as of November 13, 2007
DEPARTMENT: Finance
PRESENTED BY: Debra S. Tarry, Finance Director

EXECUTIVE / COUNCIL SUMMARY

It is necessary for the Council to formally approve expenses at the City Council meetings. The following claims/expenses have been reviewed pursuant to Chapter 42.24 RCW (Revised Code of Washington) "Payment of claims for expenses, material, purchases-advancements."

RECOMMENDATION

Motion: I move to approve Payroll and Claims in the amount of \$3,504,996.04 specified in the following detail:

***Payroll and Benefits:**

Payroll Period	Payment Date	EFT Numbers (EF)	Payroll Checks (PR)	Benefit Checks (AP)	Amount Paid
9/23/07-10/06/07	10/12/2007	21026-21209	6962-7009	34266-34275	\$370,656.43
10/07/07-10/20/07	10/26/2007	21210-21395	7010-7053	34431-34443	\$474,548.21
					<u>\$845,204.64</u>

***Accounts Payable Claims:**

Expense Register Dated	Check Number (Begin)	Check Number (End)	Amount Paid
10/10/2007	34192	34197	\$849.63
10/11/2007	34018		(\$24,236.06)
10/11/2007	34198	34210	\$28,596.07
10/11/2007	34211		\$782.13
10/16/2007	34212		\$7,778.60
10/17/2007	34213	34236	\$84,717.00
10/17/2007	34237	34238	\$14,565.40
10/17/2007	34239	34264	\$28,500.70
10/18/2007	34265		\$25,460.55
10/23/2007	34276	34289	\$2,933.68
10/23/2007	34290	34298	\$30,142.66
10/23/2007	34299	34325	\$397,026.98
10/24/2007	34326	34346	\$44,036.08
10/24/2007	34347	34375	\$809,531.39
10/25/2007	34376	34388	\$80,231.03
10/25/2007	34389	34398	\$101,431.77

***Accounts Payable Claims:**

Expense Register Dated	Check Number (Begin)	Check Number (End)	Amount Paid
10/30/2007	34030		(\$607.04)
10/30/2007	34399		\$607.04
10/30/2007	34400		\$4,061.58
10/31/2007	34401	34408	\$31,652.90
11/1/2007	34409	34420	\$46,075.95
11/1/2007	34421	34423	\$26,044.13
11/1/2007	34424	34430	\$20,307.03
11/2/2007	34444	34453	\$52,956.82
11/5/2007	34454	34463	\$97,393.48
11/5/2007	34464	34482	\$341,560.19
11/6/2007	34483	34503	\$275,161.59
11/7/2007	34504	34512	\$38,998.09
11/8/2007	32515		(\$5.00)
11/8/2007	34513	34535	\$16,885.06
11/9/2007	34536	34545	\$2,176.76
11/13/2007	34546	34560	\$61,438.91
11/13/2007	34561	34569	\$12,736.30
			<u>\$2,659,791.40</u>

Approved By: City Manager _____ City Attorney _____

CITY COUNCIL AGENDA ITEM
CITY OF SHORELINE, WASHINGTON

AGENDA TITLE:	15 th Avenue NE/NE 150 th St Signal Project Construction Award
DEPARTMENT:	Public Works Engineering
PRESENTED BY:	Mark Relph, Director Public Works Tricia Juhnke, Capital Projects Administrator John Vicente, Capital Projects Manager

PROBLEM/ISSUE STATEMENT:

Staff is requesting that Council : 1) award the bid for the 15th Avenue NE/NE 150th St Signal Project to the low bidder Callen Construction Company in the amount of \$438,881.00, and; 2) authorize the City Manager to execute a consultant contract with W&H Pacific for construction management services in the amount of \$54,350

BACKGROUND

The intersection of 15th Avenue NE and NE 150th St has a history of accidents and traffic volumes on 15th Avenue NE are high enough to warrant a traffic signal at this location. A Hazard Elimination Grant (HES) grant was awarded to the City for this project. A traffic signal along with new sidewalks and curb ramp built to current ADA standards will be constructed.

This project was advertised in July of this year and only received one bid in excess of \$700,000. The bid was rejected and re-advertised in October in anticipation of a more competitive bidding climate. The bid results clearly support the decision to re-advertise.

W&H Pacific was selected from a competitive RFQ process in April of 2007 to provide construction management services on 3 projects. Council authorized a consultant agreement with W&H Pacific for Dayton Wall and Priority Sidewalks on June 11, 2007. This is the third project from that selection process. Due to federal funding a separate contract will be executed for this project.

Flexibility in the construction schedule was added to the project to encourage more competitive bids. The contractor has 45 working days to complete the project. The contractor has the option to start construction at anytime between Contract Award and April 2008 and must be completed no later than June 30, 2008.

BID RESULTS AND ANALYSIS

The bid opening was held on October 31, 2007 and there were 6 bids received. Below are the results of the bid opening:

Bid Results

Contractor	Bid
Callen Construction Co.	\$438,881.00
Precision Earthworks	\$482,365.00
Totem Electric	\$535,400.00
Merlino Brother's	\$559,006.50
Valley Electric Co.	\$606,881.00
Signal Electric	\$624,177.50
Engineer's Estimate	\$444,619

The reference check for Callen was favorable regarding quality of construction, management of materials and staff and their fiscal management.

FINANCIAL IMPACT:

Project Costs:

Engineering:

Contracted Services ¹	\$ 61,522
W&H Pacific	\$ 54,350
Direct City Costs ²	\$ 67,345
Subtotal Engineering	\$183,217

Construction:

Contract (Callen)	\$438,881
Contingency	\$ 50,000
Subtotal Construction (incl Contingency)	\$488,881

1% for the Arts \$4,389

Total Project Costs **\$676,487**

Project Revenue:

Roads Capital Fund	\$ 668,632
HES Grant	\$72,000

Total Project Revenue **\$740,632**

Project Balance (Project Cost – Project Revenue) **\$ 64,145**

There is sufficient funding in the project budget to award the construction contract to Callen and a contract to W&H Pacific for construction management services.

¹ Contract services include design services, engineering services during construction, property appraisal services, and signal timing services.

² Direct city costs include staff time, property acquisitions, and King County signal review/inspection services

RECOMMENDATION

Staff recommends that Council authorize the City Manager to: 1) award the bid for the 15th Avenue NE/NE 150th St Signal Project to the low bidder, Callen Construction Company, in the amount of \$438,881, and; 2) Authorize the City Manager to execute a consultant contract with W&H Pacific for construction management services in the amount of \$54,350

Approved By:

City Manager  City Attorney ____

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CITY COUNCIL AGENDA ITEM
CITY OF SHORELINE, WASHINGTON

AGENDA TITLE: Amendment to the City Manager's Employment Agreement
DEPARTMENT: City Manager's Office
PRESENTED BY: Robert L. Ransom, Mayor
Robert L. Olander, City Manager

PROBLEM / ISSUE STATEMENT:

Earlier this year the City Council requested information on City Manager compensation for comparable size cities in our region. Based on that information it was determined that Shoreline's compensation package was behind the average for comparable cities with similar responsibilities. On November 5 the City Council requested that the City Manager prepare an amendment to the employment agreement (Attachment A).

FINANCIAL IMPACT:

The attached amendment increases the base salary from \$141,144 to \$145,000 annually and increases the deferred compensation from \$2,960.00 annually to \$10,000. This brings the total compensation up to the average of comparable cities.

RECOMMENDATION

It is recommended that the City Council approve the attached amendment to the employment agreement between the City Council and City Manager.

Approved By: City Manager  City Attorney ____

Attachments

- A. Employment Agreement for Robert L. Olander

**AMENDMENT TO
EMPLOYMENT AGREEMENT FOR ROBERT L. OLANDER**

(ORIGINAL CONTRACT NO. 3787)

Whereas an agreement was entered into by and between the City of Shoreline, Washington, and Robert L. Olander on March 28, 2006; and

Whereas, the parties desire to update said agreement in order to maintain total compensation at levels comparable to that of city managers in other area cities of similar size based on recent survey data; now therefore

IN CONSIDERATION of the mutual covenants contained herein, the parties agree as follows:

1. Existing Agreement Amended: The City of Shoreline ("City" or "Employer") and Robert L. Olander ("Employee") entered into the employment agreement dated March 28, 2006, Contract No. 37877 ("Agreement"). The parties hereby amend that Agreement.

2. Amendment to Existing Agreement: The Agreement is amended in the following respects:

a) Section 3 A. is amended to read:

A. Base Annual Salary. For services rendered by Employee pursuant to this Agreement, Employer shall pay Employee a base annual salary of One Hundred Forty-five Thousand Dollars (\$145,000) effective December 1, 2007, on the City's regular payroll schedule. Employer agrees that during the term of his employment Employee's salary will never be reduced below the above-mentioned base annual salary, except as provided in Section 6. The Employer agrees to increase the base salary each year by the amount of the average across the board cost of living increase applied to salary ranges of the other employees of the Employer. This is a flat or one-step range.

b) Section 3 D. is amended to read:

D. Retirement.

1. Employee is covered by the State of Washington PERS I retirement system. Employer shall contribute the State required

amounts for the Employer's share of Employees' participation in the PERS 1 system as established in state law. The parties acknowledge that the amount of the Employer contribution is subject to adjustment by the state legislature in the future and agree that said contribution shall be adjusted (either increased or decreased) accordingly.

2. Employer shall contribute Eight Hundred Thirty-three Dollars (\$833.00) monthly to the Employee's 457 Deferred Compensation Plan effective December 1, 2007.

3. Terms and Conditions of Existing Agreement Remain the Same: The parties agree that, except as specifically provided in this amendment, the terms and conditions of the existing agreement continue in full force and effect.

EXECUTED, this the _____ day of _____, 2007.

CITY OF SHORELINE

EMPLOYEE

Robert L. Ransom
Mayor

Robert L. Olander
City Manger

APPROVED AS TO FORM:

Ian Sievers
City Attorney

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CITY COUNCIL AGENDA ITEM
CITY OF SHORELINE, WASHINGTON

AGENDA TITLE:	Adoption of Ordinance No. 485, the 2008 Property Tax Levy and Adoption of Ordinance No. 488, finding Substantial Future Need, allowing the City to reserve and unused levy capacity for use in the future.
DEPARTMENT:	Finance
PRESENTED BY:	Debbie Tarry, Finance Director

PROBLEM/ISSUE STATEMENT:

The City of Shoreline is required to adopt its 2008 levy ordinance and certify the amount to the County Assessor by November 30, 2007. The 2008 proposed budget includes a recommended 1% regular property tax levy increase along with new property tax revenues from an estimated \$43.5 million in new construction. The 2008 general property tax levy, as proposed, is estimated at \$7,309,321 and results in a projected levy tax rate of \$1.06826.

The City also has an excess levy to collect monies to repay the general obligation bonds that will be issued in December 2006 as approved by the voters in May 2006. The general obligation bond levy for 2008 is estimated at \$1,780,000.

ALTERNATIVES ANALYZED:

Regular Property Tax Levy

The proposed budget as submitted contained a proposed property tax levy that met the limitations of I-747 which limited property tax levy increases to 1%, unless voter approval is received for a greater increase. On November 8, 2007, the Supreme Court of the State of Washington ruled that I-747 was unconstitutional. There is a 20 day waiting period after rulings, in which the State could file for reconsideration, before the ruling is determined to be in effect. This means that the earliest the ruling could be in effect is November 28, 2007. If the legislature does not take action to reinstate the provisions of I-747 then the provisions of Referendum 47 will apply. The provisions of Referendum 47 provide the Council several options for the 2008 property tax levy:

- Adopt the 1% levy increase as was proposed in the 2008 budget.
- Increase the City's levy by the lesser of 6% or the implicit price deflator (IPD) for July 2007 which was 2.084%.
- Council could also choose to find "substantial need" and increase the levy by any amount up to the 6% maximum. This action would require the approval of the majority plus one of the Council.

Under the provisions of Referendum 47, Council could also find "future substantial need" and bank or reserve the future right to use any unused levy capacity. This action would also require approval by the majority plus one of the Council.

It is still unclear if the State Legislature will take action in 2007 or early 2008 to modify the property tax limitations for 2008. Cities have been cautioned that levies adopted that differ from the limitation of I-747 could be modified by future legislative actions. Since, at the time that this report is being completed, there is still uncertainty, the ordinance included with this report, adopts the 1% levy increase as included in the proposed 2008 budget. Staff will provide any updates regarding property tax levy limitations on November 26.

In light of the City's long-term financial projections, staff would recommend that Council adopt a separate ordinance on November 26, 2007, finding a "future substantial need" in order to bank any levy capacity between the levy adopted by the City and the maximum that could be allowed. This could provide the City capacity in the future to increase its property tax levy beyond the 1% limit. Use of the banked capacity would need to be approved by Council as part of a future annual budget process which provides for a number of opportunities to receive feedback and testimony from the public. It could also be a subject for review by the citizen advisory committee that will be created shortly to advise Council on long range financial strategies and options.

In addition to the regular property tax levy, the City Council will be adopting an excess levy to continue the repayment of the \$18.795 million of Parks Bonds that voters authorized in May 2006. Staff will be recommending that the Council set a levy of \$1,780,000 for 2008 for bond debt service. The estimated levy rate is 26 cents per \$1,000 assessed valuation, which is a decrease from 28 cents in 2007. Again, if the City's assessed valuation is greater than current projections, then the levy rate will be slightly lower.

FINANCIAL IMPACT:

The total resources used in the proposed 2008 budget are \$93,928,230. Regular property tax represents 7.7% of the overall City resources in the amount of \$7,236,228. If the Council does not approve the proposed property tax levy, the 2008 proposed revenues and expenditures would need to be decreased.

RECOMMENDATION

Staff recommends that Council approve Ordinance No. 485, establishing the City's 2008 regular property tax levy and the 2008 excess voter approved levy and approve Ordinance No. 488 finding "future substantial need" which will allow the City to bank any unused levy capacity. The passage of Ordinance No. 488 will require approval by a majority of the City Council plus one.

Approved By:

City Manager 

City Attorney 

ATTACHMENTS

Attachment A – Ordinance No. 485
Attachment B – Ordinance No. 488

ORDINANCE NO. 485

**AN ORDINANCE OF THE CITY OF SHORELINE, WASHINGTON
LEVYING THE GENERAL TAXES FOR THE CITY OF SHORELINE IN
KING COUNTY FOR THE FISCAL YEAR COMMENCING JANUARY 1,
2008, ON ALL PROPERTY BOTH REAL AND PERSONAL, IN SAID
CITY WHICH IS SUBJECT TO TAXATION FOR THE PURPOSE OF
PAYING SUFFICIENT REVENUE TO CONDUCT CITY BUSINESS FOR
THE ENSUING YEAR AS REQUIRED BY LAW AND LEVYING AN
EXCESS LEVY FOR THE REPAYMENT OF UNLIMITED GENERAL
OBLIGATION BONDS**

WHEREAS, the City Council of the City of Shoreline has considered the City's anticipated financial requirements for 2008 and the amounts necessary and available to be raised by ad valorem taxes on real, personal, and utility property; and,

WHEREAS, the City Council after hearing and after duly considering all relevant evidence and testimony presented, determined that the City of Shoreline requires an estimated regular levy in the amount of \$7,309,321, which includes an increase in property tax revenue from the previous year, and amounts resulting from the addition of new construction and improvements to property and any increase in the value of state-assessed property, and amounts authorized by law as a result of any annexations that have occurred and refunds made, in order to discharge the expected expenses and obligations of the district and in its best interest;

WHEREAS, the voters of the City of Shoreline approved the issuance of \$18,795,000 in unlimited general obligation bonds on May 16, 2006; and,

WHEREAS, the City issued the bonds on December 13, 2006, and began making debt service payments on the bonds in June of 2007;

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SHORELINE,
WASHINGTON, DO ORDAIN AS FOLLOWS:**

Section 1. Regular Property Tax Levy Changes. An increase in the regular property tax levy is hereby authorized for the 2008 levy in the amount of \$71,717, which is a percentage increase of 1% from the previous year. This increase is exclusive of additional revenue resulting from the addition of new construction and improvements to property and any increase in the value of state assessed property, and any additional amounts resulting from any annexations that have occurred and refunds made.

Section 2. Regular Property Tax Levy Limit. The City will use a levy limit of 101.0% of the statutory amount which may be levied, plus new construction, annexation, and any increase in the assessed value of state-assessed property for establishing the 2008 levy for collection in 2008 for a total estimated 2008 levy of \$ 7,309,321.

Section 3. 2008 Regular Property Tax Levy Rate. There shall be and hereby is levied on all real, personal, and utility property in the City of Shoreline, in King County; current taxes for

the year commencing January 1, 2008, a levy at the estimated rate of \$1.07 per thousand dollars of assessed valuation.

The said taxes herein provided for are levied for the purpose of payment upon the general indebtedness of the City of Shoreline, the General Fund, and for the maintenance of the departments of the municipal government of the City of Shoreline for the fiscal year beginning January 1, 2008.

Section 4. Voter-Approved Excess Tax Levy for Unlimited General Obligation Bonds. In addition, a further tax is hereby levied to raise revenue to provide for the interest and redemption of voter-approved general obligation bonds for the fiscal year of 2008 in the amount of \$1,780,000. This tax is applicable to all taxable property within the City of Shoreline.

Section 5. Notice to King County. This ordinance shall be certified to the proper County officials, as provided by law, and taxes herein levied shall be collected to pay to the Finance Department of the City of Shoreline at the time and in the manner provided by the laws of the State of Washington for the collection of taxes for non-charter code cities.

Section 6. Effective Date. This ordinance shall be in full force five days after publication of this ordinance, or a summary consisting of its title, in the official newspaper of the City, as provided by law.

Section 7. Severability. Should any section, paragraph, sentence, clause or phrase of this ordinance, or its application to any person or circumstance, be declared unconstitutional or otherwise invalid for any reason, or should any portion of this Ordinance be preempted by State or Federal law or regulation, such decision or preemption shall not affect the validity of the remaining portions of this ordinance or its application to other persons or circumstances.

PASSED BY THE CITY COUNCIL ON NOVEMBER 26, 2007.

Mayor Robert Ransom

ATTEST:

APPROVED AS TO FORM:

Scott Passey
City Clerk

Ian Sievers
City Attorney

Date of Publication:
Effective Date:

ORDINANCE NO. 488

**AN ORDINANCE OF THE CITY OF SHORELINE, WASHINGTON
FINDING FUTURE SUBSTANTIAL NEED AND RESERVING ANY
UNUSED PROPERTY TAX LEVY CAPACITY FOR FUTURE USE**

WHEREAS, the City Council has levied a property tax increase for 2008 of _%; and,

WHEREAS, on November 8, 2007 the Supreme Court of the State of Washington ruled that Initiative 747 is unconstitutional; and,

WHEREAS, there is a 20 day waiting period after rulings, in which the State could file for reconsideration, before the ruling is determined to be in effect; and,

WHEREAS, the City of Shoreline is required to adopt and submit its 2008 property tax levy to King County by November 30; and,

WHEREAS, if the Supreme Court of the State of Washington ruling is upheld, property tax levy assessments will be limited to those under Referendum 47; and,

WHEREAS, Section 204 of Referendum 47 allows the Council to declare a finding of future substantial need; and,

WHEREAS, the City Council of the City of Shoreline has considered the City's anticipated financial requirements for future years and the amounts necessary and available to be raised by ad valorem taxes on real, personal, and utility property; and,

WHEREAS, the City Council finds that future projected revenues may not be sufficient to meet future financial requirements; and,

WHEREAS, the City Council finds future substantial need to reserve the use of unused property tax levy capacity;

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SHORELINE,
WASHINGTON, DO ORDAIN AS FOLLOWS:**

Section 1. Reserve Unused Property Tax Capacity. The City reserves any unused portion of the legal levy limit above the adopted _% increase for future use to be used to meet future financial requirements.

Section 2. Notice to King County. This ordinance shall be certified to the proper County officials, as provided by law.

Section 3. Effective Date. This ordinance shall be in full force five days after publication of this ordinance, or a summary consisting of its title, in the official newspaper of the City, as provided by law.

Section 4. Severability. Should any section, paragraph, sentence, clause or phrase of this ordinance, or its application to any person or circumstance, be declared unconstitutional or otherwise invalid for any reason, or should any portion of this Ordinance be preempted by State or Federal law or regulation, such decision or preemption shall not affect the validity of the remaining portions of this ordinance or its application to other persons or circumstances.

PASSED BY THE CITY COUNCIL ON NOVEMBER 26, 2007.

Mayor Robert Ransom

ATTEST:

APPROVED AS TO FORM:

Scott Passey
City Clerk

Ian Sievers
City Attorney

Date of Publication:
Effective Date:

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CITY COUNCIL AGENDA ITEM

CITY OF SHORELINE, WASHINGTON

AGENDA TITLE: Adoption of Ordinance No. 486, the year 2008 Budget; the year 2008 Fee Schedule; and the year 2008 Salary Schedule

DEPARTMENT: City Manager's Office

PRESENTED BY: Robert Olander, City Manager

PROBLEM/ISSUE STATEMENT:

The City must adopt its budget for 2008 by December 31, 2007. Ordinance No. 486 will establish the City's appropriations for 2008, adopt the 2008 salary schedule, and adopt the 2008 fee schedule.

Subsequent to the distribution of this report, an additional budget workshop will be held on November 19, 2007. Any recommended changes from that workshop will be included in the final ordinance that will be presented to the City Council for adoption on November 26, 2007.

FINANCIAL IMPACT: The 2008 Proposed Budget totals \$94,009,692. The following table is a summary of the proposed budget by fund:

	2008 Proposed Budget			2007 Current		
Fund	Beginning Fund Balance	Revenue	Expenditures	Ending Fund Balance	Budget Expenditures	07 - '08 % Change
Operating Funds:						
General Fund	\$ 3,641,770	\$ 30,109,917	\$ 30,880,251	\$ 2,871,436	\$ 29,016,399	6.4%
Revenue Stabilization Fund	6,246,114	96,000	0	6,342,114	0	n/a
Streets	878,590	2,376,347	2,481,912	773,025	2,556,529	-2.9%
Code Abatement	151,256	87,500	100,000	138,756	100,000	0.0%
Asset Seizure	40,464	21,500	21,500	40,464	23,500	-8.5%
Sub-Total Operating Funds	10,958,194	32,691,264	33,483,663	10,165,795	31,696,428	5.6%
Internal Service Funds:						
Equipment Replacement	1,597,128	308,984	166,750	1,739,362	100,000	66.8%
Public Art Fund	218,398	3,645	168,645	53,398	84,000	100.8%
Unemployment	64,823	8,000	10,000	62,823	10,000	0.0%
Vehicle Operations & Maintenance	61,159	115,049	115,049	61,159	139,988	-17.8%
Sub-Total Internal Service Funds	1,941,508	435,678	460,444	1,916,742	333,988	37.9%
Debt Service Funds:						
General Obligation Bond	174,370	1,780,000	1,662,475	291,895	1,636,228	1.6%
Sub-Total Debt Service Funds	174,370	1,780,000	1,662,475	291,895	1,636,228	1.6%
Enterprise Funds:						
Surface Water Utility Fund	11,535,023	5,958,384	10,483,799	7,009,608	6,742,785	55.5%
Sub-Total Enterprise Funds	11,535,023	5,958,384	10,483,799	7,009,608	6,742,785	55.5%
Capital Funds:						
General Capital	15,012,013	15,745,063	27,408,490	3,348,586	35,349,846	-22.5%
City Facility-Major Maintenance Fund	117,045	35,852	40,000	112,897	110,000	-63.6%
Roads Capital	5,626,702	19,525,080	20,470,821	4,680,961	16,358,554	25.1%
Sub-Total Capital Funds	20,755,760	35,305,995	47,919,311	8,142,444	51,818,400	-7.5%
Total City Budget	\$ 45,364,855	\$ 76,171,321	\$ 94,009,692	\$ 27,526,484	\$ 92,227,829	1.9%

RECOMMENDATION

Staff recommends that Council adopt Ordinance No. 449 and establish fund appropriations, the salary schedule, and the fee schedule for the year 2008.

Approved By: City Manager 

INTRODUCTION

Since the presentation of the proposed 2008 budget to Council on October 15, the City Council will have held three public workshops to review the budget and two public hearings to take citizen's comments. Based upon these discussions and Council's direction, staff will make adjustments to the proposed budget as directed and present Ordinance No. 486 for adoption of the 2008 budget to Council on November 26, 2007.

BACKGROUND

On October 15, the 2008 proposed budget was presented to the City Council. A budget workshop was held on October 29 where Council reviewed each departmental budget with City staff. Another workshop was held on November 5 where Council discussed its priorities and provided input to the City Manager on the proposed budget. The public was also able to comment at the workshop and at the public hearing held on November 5. On November 19, the Council held a public hearing to receive public comment on the proposed 2008 property tax levy and the proposed 2008 revenue sources.

A final budget workshop will be held on November 19, 2007. This report does not include any recommendations made by the City Council during the final workshop. Any changes to the proposed budget that are recommended during the November 19 workshop will be included in the final ordinance that will be presented to the City Council for adoption.

The 2008 budget ordinance, as included in this packet, would appropriate a total of \$94,009,692 to fourteen separate funds. The 2008 budget appropriates \$30,880,251 to the General Fund for the general operations of the City. The proposed budget has been increased by \$81,462 to include additional funding that will be received by the City due to the recently approved solid waste contract. This funding will be used to support the Environmental Service program.

Components of the 2008 proposed budget include the 2008 Salary Schedule and the 2008 Fee Schedule. Adoption of Ordinance No. 486 will result in the adoption of both schedules. For easy reference the 2008 Salary Schedule (Exhibit A) and the 2008 Fee Schedule (Exhibit B) are attached to this staff report.

The 2008 Salary Schedule, as provided in the 2008 proposed budget, includes a recommended market rate adjustment of 3.15%. This is a result of the City's compensation policy of maintaining salaries at the median of our comparable cities. All of our comparable cities grant a cost of living adjustment to their City employees. Historically the median of the cost of living adjustments granted by the comparable cities has been 90% of the Seattle/Tacoma/Everett June CPI-U. The 2007 June Seattle/Tacoma/Everett CPI-U was 3.5%. As a result the 2008 recommended market adjustment is 3.15%. The 2008 salary schedule also includes recommended changes to five City classifications as a result of the annual salary survey; a reclassification of the Communications & Intergovernmental Relations Director to a new classification, Intergovernmental Programs Manager; changes to the titles of the Planner series; and salary adjustments for the Lifeguard/Instructor II and the Senior Lifeguard classification.

In accordance with Ordinance No. 451, the 2008 Fee Schedule includes inflationary adjustments of 3.5% based upon the change in the June 2006 to June 2007 Seattle Consumer Price Index for all Urban Consumers (CPI-U). The City's land-use and non-building permit base hourly rate will increase by \$4.75 per hour to a 2008 rate of \$137. The 2008 Fee Schedule also includes an adjustment to the City's surface water utility rates for 2008. The Surface Water Master Plan, adopted by the City Council in 2005, recommended a fee structure that would provide priority level one through three operation and maintenance requirements and level one and two of future capital project improvements over the next 20 years. The proposed rate increase for 2008 is \$4 or approximately 3% for a single-family home, bringing the proposed 2008 fee to \$124. Rates based on impervious surface will also be increased by approximately 3%.

RECOMMENDATION

Staff recommends that Council adopt Ordinance No. 449 and establish fund appropriations, the salary schedule, and the fee schedule for the year 2008.

ATTACHMENTS

Attachment A – Ordinance No. 449, Adopting the annual Budget of the City of Shoreline for the Year 2008

Exhibit A – 2008 Salary Schedule

Exhibit B – 2008 Fee Schedule

ORDINANCE NO. 486

**AN ORDINANCE OF THE CITY OF SHORELINE, WASHINGTON,
ADOPTING THE ANNUAL BUDGET OF THE CITY OF SHORELINE
FOR THE YEAR 2008**

WHEREAS, State law, Chapter 35A.33 RCW requires the City to adopt an annual budget and provides procedures for the filing of a proposed budget, deliberations, public hearings, and final fixing of the budget; and

WHEREAS, a proposed budget for fiscal year 2008 has been prepared and filed, a public hearing has been held for the purposes of fixing the final budget, and the City Council has deliberated and has made adjustments and changes deemed necessary and proper; and

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SHORELINE,
WASHINGTON, DO ORDAIN AS FOLLOWS:**

Section 1. The 2008 Final Budget for the City of Shoreline for the period January 1, 2008 through December 31, 2008 as set forth in the 2008 Adopted Budget, is hereby adopted.

Section 2. Summary of Revenues and Expenditures. The budget sets forth totals of estimated revenues and estimated expenditures of each separate fund, and the aggregate totals for all such funds, as summarized below:

General Fund	30,880,251
Street Fund	2,481,912
Reserve Stabilization Fund	0
Code Abatement Fund	100,000
Asset Seizure Fund	21,500
Public Arts Fund	168,645
General Obligation Bond Fund	1,662,475
General Capital Fund	27,408,490
City Facility-Major Maintenance Fund	40,000
Roads Capital Fund	20,470,821
Surface Water Utility Fund	10,483,799
Vehicle Operations/Maintenance Fund	115,049
Equipment Replacement Fund	166,750
Unemployment Fund	10,000
Total Funds	<hr/> \$94,009,692

Section 3. Annual Adjustment of Fee Schedule. The 2008 fee schedule as shown in Exhibit A shall be adopted and SMC 301.080 shall be updated to reflect the new fees effective January 1, 2008.

Section 4. Copies of Budget to be Filed. The City Clerk is directed to transmit a complete copy of the Final Budget as adopted to the Division of Municipal Corporations in the

Office of the State Auditor and to the Association of Washington Cities as required by RCW 35A.33.075.

Section 5. Severability. Should any section, paragraph, sentence, clause or phrase of this ordinance, or its application to any person or circumstance, be declared unconstitutional or otherwise invalid for any reason, or should any portion of this ordinance be preempted by state or federal law or regulation, such decision or preemption shall not affect the validity of the remaining portions of this ordinance or its application to other persons or circumstances.

Section 6. Effective Date. A summary of this ordinance consisting of its title shall be published in the official newspaper of the City. The ordinance shall take effect and be in full force January 1, 2008.

Mayor Robert L. Ransom

ATTEST:

APPROVED AS TO FORM:

Scott Passey
City Clerk

Ian Sievers
City Attorney

Date of Publication:

Effective Date: January 1, 2008

Mkt Adj. 3.15%

City of Shoreline

Range Placement Table

2.5% Between Ranges; 4% Between Steps

Salary Table 01 - EXEMPT

Range	Title	Salary	Min Step 1	Step 2	Step 3	Step 4	Step 5	Max Step 6
1		Annual	17,958	18,677	19,424	20,201	21,009	21,849
2		Annual	18,432	19,170	19,936	20,734	21,563	22,426
3		Annual	18,854	19,608	20,392	21,208	22,056	22,938
4		Annual	19,328	20,101	20,905	21,741	22,611	23,515
5		Annual	19,828	20,621	21,446	22,304	23,196	24,124
6		Annual	20,328	21,141	21,987	22,866	23,781	24,732
7		Annual	20,855	21,689	22,557	23,459	24,397	25,373
8		Annual	21,382	22,237	23,126	24,051	25,013	26,014
9		Annual	21,882	22,757	23,667	24,614	25,599	26,623
10		Annual	22,461	23,360	24,294	25,266	26,276	27,327
11		Annual	22,988	23,907	24,864	25,858	26,892	27,968
12		Annual	23,567	24,510	25,490	26,510	27,570	28,673
13		Annual	24,173	25,140	26,145	27,191	28,279	29,410
14		Annual	24,778	25,769	26,800	27,872	28,987	30,147
15		Annual	25,384	26,399	27,455	28,553	29,696	30,883
16		Annual	26,042	27,084	28,167	29,294	30,466	31,684
17		Annual	26,701	27,769	28,879	30,034	31,236	32,485
18		Annual	27,333	28,426	29,563	30,745	31,975	33,254
19		Annual	28,017	29,138	30,303	31,515	32,776	34,087
20		Annual	28,728	29,877	31,072	32,315	33,608	34,952
21		Annual	29,439	30,617	31,841	33,115	34,440	35,817
22		Annual	30,203	31,411	32,667	33,974	35,333	36,746
23		Annual	30,940	32,178	33,465	34,803	36,195	37,643
24		Annual	31,730	32,999	34,319	35,692	37,120	38,604
25		Annual	32,494	33,793	35,145	36,551	38,013	39,533

City of Shoreline

Range Placement Table

2.5% Between Ranges; 4% Between Steps

Salary Table 01 - EXEMPT

Range	Title	Salary	Min Step 1	Step 2	Step 3	Step 4	Step 5	Max Step 6
26		Annual	33,310	34,642	36,028	37,469	38,968	40,527
27		Annual	34,152	35,519	36,939	38,417	39,954	41,552
28		Annual	35,021	36,422	37,879	39,394	40,970	42,609
29		Annual	35,890	37,326	38,819	40,372	41,987	43,666
30		Annual	36,786	38,257	39,787	41,379	43,034	44,755
31		Annual	37,707	39,216	40,784	42,416	44,112	45,877
32		Annual	38,655	40,201	41,810	43,482	45,221	47,030
33		Annual	39,630	41,215	42,863	44,578	46,361	48,215
34		Annual	40,604	42,228	43,917	45,674	47,501	49,401
35		Annual	41,604	43,269	44,999	46,799	48,671	50,618
36		Annual	42,684	44,391	46,167	48,014	49,934	51,932
37		Annual	43,711	45,459	47,278	49,169	51,136	53,181
38		Annual	44,791	46,582	48,445	50,383	52,399	54,495
39		Annual	45,923	47,760	49,670	51,657	53,723	55,872
40		Annual	47,081	48,965	50,923	52,960	55,079	57,282
41	<u>Assistant Planner</u>	Annual	48,266	50,197	52,205	54,293	56,465	58,723
42		Annual	49,478	51,457	53,515	55,656	57,882	60,197
43		Annual	50,715	52,744	54,854	57,048	59,330	61,703
44		Annual	51,979	54,058	56,221	58,470	60,808	63,241
45	<u>Associate Planner</u> Executive Assistant to the City Manager	Annual	53,269	55,400	57,616	59,921	62,318	64,810
46	Budget Analyst Management Analyst Staff Accountant <u>Recreation Coordinator I</u> Grants Specialist	Annual	54,586	56,769	59,040	61,402	63,858	66,412
47	Human Resources Analyst	Annual	56,008	58,248	60,578	63,001	65,521	68,142
48	Purchasing Officer	Annual	57,377	59,672	62,059	64,542	67,123	69,808

City of Shoreline

Range Placement Table

2.5% Between Ranges; 4% Between Steps

Salary Table 01 - EXEMPT

Range	Title	Salary	Min Step 1	Step 2	Step 3	Step 4	Step 5	Max Step 6
49	Neighborhoods Coordinator Emergency Management Coordinator <u>Senior Planner</u> Parks & Rec Project Coordinator	Annual	58,825	61,178	63,626	66,171	68,817	71,570
50	Communications Specialist Senior Accountant Recreation Coordinator II <u>CMO Management Analyst</u>	Annual	60,274	62,685	65,192	67,800	70,512	73,332
51	Web Developer	Annual	61,775	64,246	66,815	69,488	72,268	75,158
52	Associate Traffic Engineer Public Works Administrative Manager Development Review Engineer I CRT Supervisor	Annual	63,355	65,889	68,524	71,265	74,116	77,081
53	Network Administrator	Annual	64,934	67,532	70,233	73,042	75,964	79,003
54	PW Maintenance Supervisor	Annual	66,541	69,202	71,970	74,849	77,843	80,957
55	Capital Projects Manager I GIS Specialist City Clerk	Annual	68,200	70,928	73,765	76,715	79,784	82,975
56	Parks Superintendent Recreation Superintendent <u>Associate Traffic Engineer</u>	Annual	69,938	72,735	75,644	78,670	81,817	85,090
57	Database Administrator	Annual	71,675	74,542	77,524	80,625	83,850	87,204
58	Assistant City Attorney	Annual	73,466	76,405	79,461	82,639	85,945	89,383
59	Building Official Economic Development Program Mgr Finance Manager Capital Projects Manager II Surface Water & Enviro Services Mgr Traffic Engineer Development Review Engineer II Permit Services Manager Community Services Manager <u>Intergovernmental Programs Manager</u>	Annual	75,309	78,322	81,454	84,713	88,101	91,625
60		Annual	77,179	80,266	83,477	86,816	90,288	93,900
61		Annual	79,127	82,292	85,584	89,008	92,568	96,271
62	Information Systems Manager Assistant Director PADS <u>Assistant City Attorney</u>	Annual	81,102	84,346	87,720	91,229	94,878	98,673
63	<u>Traffic Engineer</u> <u>SW & Environmental Svcs Manager</u>	Annual	83,103	86,428	89,885	93,480	97,219	101,108

City of Shoreline

Range Placement Table

2.5% Between Ranges; 4% Between Steps

Salary Table 01 - EXEMPT

Range	Title	Salary	Min Step 1	Step 2	Step 3	Step 4	Step 5	Max Step 6
64	Aurora Corridor Project Manager Capital Project Administrator Communications & IR Director	Annual	85,210	88,618	92,163	95,850	99,684	103,671
65		Annual	87,317	90,809	94,442	98,219	102,148	106,234
66	Public Works Operations Manager	Annual	89,502	93,082	96,806	100,678	104,705	108,893
67		Annual	91,767	95,437	99,255	103,225	107,354	111,648
68	Human Resources Director	Annual	94,031	97,792	101,704	105,772	110,003	114,403
69	<u>Public Works Operations Manager</u>	Annual	96,401	100,257	104,267	108,438	112,776	117,287
70	Assistant City Manager	Annual	98,797	102,749	106,859	111,134	115,579	120,202
71		Annual	101,273	105,323	109,536	113,918	118,475	123,213
72	Finance Director Parks, Rec & Cultural Services Director Planning & Dev Services Director Public Works Director	Annual	103,827	107,980	112,299	116,791	121,463	126,321
73	City Attorney	Annual	106,407	110,664	115,090	119,694	124,481	129,461
74	Deputy City Manager	Annual	109,067	113,429	117,967	122,685	127,593	132,696
75		Annual	111,805	116,277	120,929	125,766	130,796	136,028

City of Shoreline

Range Placement Table

2.5% Between Ranges; 4% Between Steps

Salary Table 02 - NON-EXEMPT

Range	Title	Hourly Rate	Min Step 1	Step 2	Step 3	Step 4	Step 5	Max Step 6
1		Hourly	8.63	8.98	9.34	9.71	10.10	10.50
2		Hourly	8.86	9.22	9.58	9.97	10.37	10.78
3		Hourly	9.06	9.43	9.80	10.20	10.60	11.03
4		Hourly	9.29	9.66	10.05	10.45	10.87	11.31
5		Hourly	9.53	9.91	10.31	10.72	11.15	11.60
6		Hourly	9.77	10.16	10.57	10.99	11.43	11.89
7		Hourly	10.03	10.43	10.84	11.28	11.73	12.20
8		Hourly	10.28	10.69	11.12	11.56	12.03	12.51
9	Lifeguard-Instructor-II	Hourly	10.52	10.94	11.38	11.83	12.31	12.80
10		Hourly	10.80	11.23	11.68	12.15	12.63	13.14
11		Hourly	11.05	11.49	11.95	12.43	12.93	13.45
12		Hourly	11.33	11.78	12.25	12.75	13.25	13.79
13		Hourly	11.62	12.09	12.57	13.07	13.60	14.14
14		Hourly	11.91	12.39	12.88	13.40	13.94	14.49
15	Lifeguard/Instructor II	Hourly	12.20	12.69	13.20	13.73	14.28	14.85
16		Hourly	12.52	13.02	13.54	14.08	14.65	15.23
17		Hourly	12.84	13.35	13.88	14.44	15.02	15.62
18	Senior Lifeguard	Hourly	13.14	13.67	14.21	14.78	15.37	15.99
19		Hourly	13.47	14.01	14.57	15.15	15.76	16.39
20		Hourly	13.81	14.36	14.94	15.54	16.16	16.80
21		Hourly	14.15	14.72	15.31	15.92	16.56	17.22
22		Hourly	14.52	15.10	15.71	16.33	16.99	17.67
23		Hourly	14.87	15.47	16.09	16.73	17.40	18.10
24	<u>Senior Lifeguard</u>	Hourly	15.25	15.86	16.50	17.16	17.85	18.56
25		Hourly	15.62	16.25	16.90	17.57	18.28	19.01
26		Hourly	16.01	16.65	17.32	18.01	18.73	19.48

City of Shoreline

Range Placement Table

2.5% Between Ranges; 4% Between Steps

Salary Table 02 - NON-EXEMPT

Range	Title	Hourly Rate	Min Step 1	Step 2	Step 3	Step 4	Step 5	Max Step 6
27	Teen Program Assistant Recreation Assistant I	Hourly	16.42	17.08	17.76	18.47	19.21	19.98
28		Hourly	16.84	17.51	18.21	18.94	19.70	20.49
29		Hourly	17.25	17.95	18.66	19.41	20.19	20.99
30		Hourly	17.69	18.39	19.13	19.89	20.69	21.52
31	Recreation Assistant II Administrative Assistant I	Hourly	18.13	18.85	19.61	20.39	21.21	22.06
32	Public Works Maintenance Worker I Parks Maintenance Worker I	Hourly	18.58	19.33	20.10	20.90	21.74	22.61
33		Hourly	19.05	19.81	20.61	21.43	22.29	23.18
34		Hourly	19.52	20.30	21.11	21.96	22.84	23.75
35	Finance Technician Administrative Assistant II Recreation Assistant III	Hourly	20.00	20.80	21.63	22.50	23.40	24.34
36		Hourly	20.52	21.34	22.20	23.08	24.01	24.97
37	Parks Maintenance Worker II Public Works Maintenance Worker II Accounts Payable/Payroll Technician Capital Projects Technician	Hourly	21.01	21.86	22.73	23.64	24.58	25.57
38	Technical Assistant	Hourly	21.53	22.40	23.29	24.22	25.19	26.20
39	Senior Parks Maintenance Worker Facilities Maintenance Worker II Payroll Officer Administrative Assistant III <u>Environmental Programs Assistant</u>	Hourly	22.08	22.96	23.88	24.84	25.83	26.86
40	Project Inspector-I Engineering Technician	Hourly	22.64	23.54	24.48	25.46	26.48	27.54
41	Surface Water Quality Specialist	Hourly	23.20	24.13	25.10	26.10	27.15	28.23
42	Deputy City Clerk Sr. Public Works Maintenance Worker Records and Information Manager	Hourly	23.79	24.74	25.73	26.76	27.83	28.94

City of Shoreline

Range Placement Table

2.5% Between Ranges; 4% Between Steps

Salary Table 02 - NON-EXEMPT

Range	Title	Hourly Rate	Min Step 1	Step 2	Step 3	Step 4	Step 5	Max Step 6
43	Environmental Educator Right-of-Way Inspector CRT Representative	Hourly	24.38	25.36	26.37	27.43	28.52	29.66
44	Plans Examiner I	Hourly	24.99	25.99	27.03	28.11	29.23	30.40
45	<u>Associate Planner</u> Lead CRT Representative	Hourly	25.61	26.63	27.70	28.81	29.96	31.16
46	<u>Recreation Coordinator I</u> <u>Project Inspector II</u> Code Enforcement Officer	Hourly	26.24	27.29	28.38	29.52	30.70	31.93
47	Computer/Network Specialist	Hourly	26.93	28.00	29.12	30.29	31.50	32.76
48	Plans Examiner II Combination Inspector	Hourly	27.59	28.69	29.84	31.03	32.27	33.56
49	Facilities Supervisor	Hourly	28.28	29.41	30.59	31.81	33.09	34.41
50		Hourly	28.98	30.14	31.34	32.60	33.90	35.26
51		Hourly	29.70	30.89	32.12	33.41	34.74	36.13
52	Plans Examiner III	Hourly	30.46	31.68	32.94	34.26	35.63	37.06
53		Hourly	31.22	32.47	33.77	35.12	36.52	37.98
54		Hourly	31.99	33.27	34.60	35.99	37.42	38.92
55		Hourly	32.79	34.10	35.46	36.88	38.36	39.89
56		Hourly	33.62	34.97	36.37	37.82	39.34	40.91
57		Hourly	34.46	35.84	37.27	38.76	40.31	41.93
58		Hourly	35.32	36.73	38.20	39.73	41.32	42.97
59		Hourly	36.21	37.65	39.16	40.73	42.36	44.05
60		Hourly	37.11	38.59	40.13	41.74	43.41	45.14
61		Hourly	38.04	39.56	41.15	42.79	44.50	46.28
62		Hourly	38.99	40.55	42.17	43.86	45.61	47.44
63		Hourly	39.95	41.55	43.21	44.94	46.74	48.61
64		Hourly	40.97	42.61	44.31	46.08	47.92	49.84
65		Hourly	41.98	43.66	45.40	47.22	49.11	51.07
66		Hourly	43.03	44.75	46.54	48.40	50.34	52.35

City of Shoreline

Range Placement Table

2.5% Between Ranges; 4% Between Steps

Salary Table 02 - NON-EXEMPT

Range	Title	Hourly Rate	Min Step 1	Step 2	Step 3	Step 4	Step 5	Max Step 6
67		Hourly	44.12	45.88	47.72	49.63	51.61	53.68
68		Hourly	45.21	47.02	48.90	50.85	52.89	55.00
69		Hourly	46.35	48.20	50.13	52.13	54.22	56.39
70		Hourly	47.50	49.40	51.37	53.43	55.57	57.79
71		Hourly	48.69	50.64	52.66	54.77	56.96	59.24
72		Hourly	49.92	51.91	53.99	56.15	58.40	60.73
73		Hourly	51.16	53.20	55.33	57.55	59.85	62.24
74		Hourly	52.44	54.53	56.71	58.98	61.34	63.80
75		Hourly	53.75	55.90	58.14	60.46	62.88	65.40

Type of Permit Application	2008 Fee Schedule Fee (based on \$137.00 per hour)
Building	
<u>BUILDING PERMIT</u>	
Valuation <i>*The Total Valuation is the "Building permit valuations" as delineated in section R108.3 of the International Residential Code and section 108.3 of the International Building Code.</i>	
\$1.00 - \$500	\$23.50
\$501 - \$2,000	\$23.50 for the first \$500.00 + \$3.05 for each additional \$100.00, or fraction thereof, to and including \$2,000.00.
\$2,001 - \$25,000	\$69.25 for the first \$2,000.00, + \$14.00 for each additional \$1,000.00 or fraction thereof, to and including \$25,000.00.
\$25,001 - \$50,000	\$391.25 for the first \$25,000.00 + \$10.10 for each additional \$1,000.00, or fraction thereof, to and including \$50,000.00.
\$50,001 - \$100,000	\$643.75 for the first \$50,000.00 + \$7.00 for each additional \$1,000.00, or fraction thereof, to and including \$100,000.00.
\$100,001 - \$500,000	\$993.75 for the first \$100,000.00 + \$5.60 for each additional \$1,000.00, or fraction thereof, to and including \$500,000.00.
\$500,001 - \$1,000,000	\$3,233.75 for the first \$500,000.00 + \$4.75 for each additional \$1,000.00, or fraction thereof, to and including \$1,000,000.00.
\$1,000,001 +	\$5,608.75 for the first \$1,000,000.00 + \$3.15 for each additional \$1,000.00, or fraction thereof.
<u>Building/Structure at Plan Review</u>	65% of the building permit fee
Civil Plan Review, Commercial (if applicable)	Hourly rate, 5 Hour Minimum (\$685.00)
Civil Plan Review, Residential (if applicable)	Hourly rate, 3 Hour Minimum (\$411.00)
<u>ELECTRICAL</u>	
Electrical Permit	Permit fee described in WAC 296-46B-905, plus a 20% administrative fee

Type of Permit Application	2008 Fee Schedule Fee (based on \$137.00 per hour)
FIRE	
Automatic Fire Alarm System:	
Existing System	
New or relocated devices up to 5	Hourly rate, 1-hour minimum (\$137.00)
New or relocated devices 6 up to 12	Hourly rate, 3-hour minimum (\$411.00)
Each additional new or relocated device over 12	\$5.25 per device
New System	Hourly rate, 4-hour minimum (\$548.00)
Each additional new or relocated device over 30	\$5.25 per device
Fire Extinguishing Systems:	
Commercial Cooking Hoods	
1 to 12 flow points	Hourly rate, 3-hour minimum (\$411.00)
More than 12	Hourly rate, 4-hour minimum (\$548.00)
Other Fixed System Locations	Hourly rate, 4-hour minimum (\$548.00)
Fire Pumps:	
Commercial Systems	Hourly rate, 4-hour minimum (\$548.00)
Commercial Flammable/Combustible Liquids:	
Aboveground Tank Installations	
First tank	Hourly rate, 2-hour minimum (\$274.00)
Additional	Hourly rate, 1-hour minimum (\$137.00)
Underground Tank Installations	
First tank	Hourly rate, 2-hour minimum (\$274.00)
Additional	Hourly rate, 1-hour minimum (\$137.00)
Underground Tank Piping (with new tank)	Hourly rate, 2-hour minimum (\$274.00)
Underground Tank Piping Only (vapor recovery)	Hourly rate, 3-hour minimum (\$411.00)
Underground Tank Removal	
First tank	Hourly rate, 2-hour minimum (\$274.00)
Additional tank	\$66.25 per additional tank
Compressed Gas Systems (exception: medical gas systems require a plumbing permit):	
Excess of quantities in IFC Table 105.6.9	Hourly rate, 2-hour minimum (\$274.00)
High-Piled Storage:	
Class I – IV Commodities:	
501 – 2,500 square feet	Hourly rate, 2-hour minimum (\$274.00)
2,501 – 12,000 square feet	Hourly rate, 3-hour minimum (\$411.00)
Over 12,000 square feet	Hourly rate, 4-hour minimum (\$548.00)
High Hazard Commodities:	
501 – 2,500 square feet	Hourly rate, 3-hour minimum (\$411.00)
Over 2,501 square feet	Hourly rate, 5-hour minimum (\$685.00)

Type of Permit Application	2008 Fee Schedule
	Fee (based on \$137.00 per hour)
Underground Fire Mains and Hydrants	Hourly rate, 3-hour minimum (\$411.00)
Industrial Ovens:	
Class A or B Furnaces	Hourly rate, 2-hour minimum (\$274.00)
Class C or D Furnaces	Hourly rate, 4-hour minimum (\$548.00)
LPG (Propane) Tanks:	
Commercial, less than 500-Gallon Capacity	Hourly rate, 2-hour minimum (\$274.00)
Commercial, 500-Gallon+ Capacity	Hourly rate, 3-hour minimum (\$411.00)
Commercial, Temporary	Hourly rate, 1-hour minimum (\$137.00)
Residential 0 – 500-Gallon Capacity	Hourly rate, 1-hour minimum (\$137.00)
Spray Booth	Hourly rate, 4-hour minimum (\$548.00)
Sprinkler Systems (each riser):	
New Systems	Hourly rate, 5-hour minimum (\$685.00), plus \$3.00 per head
Existing Systems	
1 – 10 heads	Hourly rate, 3-hour minimum (\$411.00)
11 – 20 heads	Hourly rate, 4-hour minimum (\$548.00)
More than 20 heads	Hourly rate, 5-hour minimum (\$685.00), plus \$3.00 per head
Residential (R-3) 13-D System	
1 – 30 heads	Hourly rate, 3-hour minimum (\$411.00)
More than 30 heads	Hourly rate, 3-hour minimum (\$411.00), plus \$3.00 per head
Voluntary 13-D Systems in residences when not otherwise required	Hourly rate, 1-hour minimum (\$137.00)
Standpipe Systems	Hourly rate, 4-hour minimum (\$548.00)
Temporary Tents and Canopies	Hourly rate, 1-hour minimum (\$137.00)
MECHANICAL	
Residential Mechanical System Base	Hourly rate, 1-hour minimum (\$137.00) (including 4 pieces of equipment), \$10.00 per piece of equipment over 4
Commercial Mechanical System Base	Hourly rate, 3-hour minimum (\$411.00) (including 4 pieces of equipment), \$10.00 per piece of equipment over 4
All Other Mechanical (Residential and Commercial)	Hourly rate, 1-hour minimum (\$137.00)

Type of Permit Application	2008 Fee Schedule Fee (based on \$137.00 per hour)
PLUMBING	
Plumbing Systems-Base	Hourly rate, 1-hour minimum (\$137.00) (including 4 fixtures), \$10.00 per fixture over 4
Gas Piping Systems-Base-standalone permit	Hourly rate, 1-hour minimum (\$137.00) (including 4 outlets), \$10.00 per outlet over 4 \$10.00 per outlet
<u>Gas Piping as part of a plumbing or mechanical permit</u>	<u>\$10.00 per outlet (when included in outlet count)</u>
Backflow Prevention Device Base - standalone permit over 4	Hourly rate, 1-hour minimum (\$137.00) (including 4 devices), \$10.00 per device over 4
<u>Backflow Prevention Device as part of a plumbing systems permit</u>	<u>\$10.00 per outlet-device (when included in outlet count)</u>
Environmental Review	
Environmental Checklist (SEPA):	
Single-Family	Hourly rate, 10-hour minimum (\$1,370.00)
Multifamily/Commercial	Hourly rate, 15-hour minimum (\$2,055.00)
Environmental Impact Statement Review	Hourly rate, 35-hour minimum (\$4,795.00)
LAND USE	
Accessory Dwelling Unit	Hourly rate, 1-hour minimum (\$137.00)
Adult Family Home	Hourly rate, 2-1/2-hour minimum (\$342.50)
Comprehensive Plan Amendment – Site Specific	Hourly rate, 60-hour minimum (\$8,220.00), plus public hearing (\$2,103.00)
Conditional Use Permit (CUP)	Hourly rate, 30-hour minimum (\$4,110.00)
Critical Areas Reasonable Use Permit (CARUP)	Hourly rate, 60-hour minimum (\$8,220.00), plus public hearing (\$2,103.00)
Critical Areas Special Use Permit (CASUP)	Hourly rate, 60 hour minimum (\$8,220.00), plus public hearing (\$2,103.00)
Home Occupation, Bed and Breakfast, Boarding House	Hourly rate, 1-hour minimum (\$137.00)
Interpretation of Development Code	Hourly rate, 1-hour minimum (\$137.00)
Master Plan	Hourly rate, 60 hour minimum (\$8,220.00), plus public hearing (\$2,103.00)
Planned Action Determination	Hourly rate, 1-hour minimum (\$137.00)
Rezone	Hourly rate, 60 hour minimum (\$8,220.00), plus public hearing (\$2,103.00)
SCTF Special Use Permit (SUP)	Hourly rate, 60 hour minimum (\$8,220.00), plus public hearing (\$2,103.00)
Sign Permit	Hourly rate, 2-hour minimum (\$274.00)
Special Use Permit	Hourly rate, 60 hour minimum (\$8,220.00), plus public hearing (\$2,103.00)
Street Vacation	Hourly rate, 60 hour minimum (\$8,220.00), plus public hearing (\$2,103.00)
Temporary Use Permit (TUP)	Hourly rate, 2-hour minimum (\$274.00)
Variance - Engineering Standards	Hourly rate, 3-hour minimum (\$411.00)
Variances - Zoning	Hourly rate, 30-hour minimum (\$4,110.00)

Type of Permit Application	2008 Fee Schedule Fee (based on \$137.00 per hour)
MISCELLANEOUS FEES	
Critical area field signs	\$5.00 per sign
Permit Fee for Work Commenced Without a Permit	Twice the Applicable Permit Fee
Expedited Review – Building or Site Development Permits	Twice the applicable permit plan review fee(s)
Permit Fee for Work Commenced Without a Permit	Twice the applicable permit fee(s)
All Other Fees Per Hour	Hourly rate, 1-hour minimum (\$137.00)
Multiple Family Tax Exemption Application Fee	Hourly rate, 3-hour minimum for processing land use permits plus current King County Assessors fee for administering the Multiple Family Tax Exemption program
Extension of the Conditional Certificate for the Multiple Family Tax Exemption Application Fee	\$121
RIGHT-OF-WAY	
Right-of-Way Use	Hourly rate, 1-hour minimum (\$137.00)
Right-of-Way Site	Hourly rate, 2-hour minimum (\$274.00)
SHORELINE SUBSTANTIAL DEVELOPMENT	
Shoreline Conditional Permit Use	Hourly rate, 30-hour minimum (\$4,110.00)
Shoreline Exemption	Hourly rate, 2-hour minimum (\$274.00)
Shoreline Variance	Hourly rate, 30-hour minimum (\$4,110.00), plus public hearing if required (\$2,103.00)
Substantial Development Permit (based on valuation): up to \$10,000	Hourly rate, 15-hour minimum (\$2,055.00)
\$10,000 to \$500,000	Hourly rate, 34-hour minimum (\$4,658.00)
over \$500,000	Hourly rate, 60-hour minimum (\$8,220.00)
SITE DEVELOPMENT	
Grading	Hourly rate, 3-hour minimum (\$411.00)
Clearing	Hourly rate, 3-hour minimum (\$411.00)
Landscaping	Hourly rate, 3-hour minimum (\$411.00)
Parking Lot	Hourly rate, 3-hour minimum (\$411.00)
Subdivision Construction	Hourly rate, 12-hour minimum (\$1,644.00)

Type of Permit Application	Fee (based on \$137.00 per hour)
SUBDIVISIONS	
Binding Site Plan	Hourly rate, 6-hour minimum (\$822.00)
Lot Line Adjustment	Hourly rate, 5-hour minimum (\$685.00)
Preliminary Short Subdivision	Hourly rate, 30-hour minimum (\$4,110.00) for two-lot short subdivision plus 3-hour minimum (\$411.00) for each additional lot
Final Short Subdivision	Hourly rate, 8-hour minimum (\$1,096.00)
Preliminary Subdivision	Hourly rate, 39-hour minimum (\$5,343.00) for five-lot subdivision plus 3-hour minimum (\$411.00) for each additional lot, plus public hearing (\$2,103.00)
Final Subdivision	Hourly rate, 30-hour minimum (\$4,110.00)
Changes to Preliminary Short or Formal Subdivision	Hourly rate, 12-hour minimum (\$1,644.00)
SUPPLEMENTAL FEES	
	Additional review of fees may be assessed if plan revisions are incomplete, corrections not completed, the original scope of the project has changed, or scale and complexity results in review hours exceeding the minimums identified in this schedule. Fees will be assessed at \$137.00 per hour, minimum of one hour.
	Reinspection fees may be assessed if work is incomplete, corrections not completed or the allotted time is depleted. Fees will be assessed at \$137.00 per hour, minimum one hour.
FEE REFUNDS	
	<p>The city manager or designee may authorize the refunding of:</p> <ol style="list-style-type: none"> 1. One hundred percent of any fee erroneously paid or collected. 2. Up to 80 percent of the permit fee paid when no work has been done under a permit issued in accordance with this code. 3. Up to 80 percent of the plan review fee paid when an application for a permit for which a plan review fee has been paid is withdrawn or canceled before any plan reviewing is done. 4. The city manager or designee shall not authorize refunding of any fee paid except on written applications filed by the original permittee not later than 180 days after the date of fee payment.

2008 Parks Fee Schedule Part 1 of 4 (Page 1 of 4)
2008 Park Facility Rental and Drop-in Fee Schedule

Fee	2008 Resident Rate	2008 Non-Resident Rate
Outdoor Rental Fees:		
Picnic Shelters – (same for all groups)		
Half Day	\$43.50	\$47.50
Full Day	\$65.25	\$71.50
Athletic Fields		
Lights (determined by dusk schedule)	\$15.50	\$15.50
Senior/Youth League Game and/or Practice	\$3.00	\$4.25
Youth Tournament	\$8.00	\$10.00
Adult Practice	\$14.50	\$15.50
Adult League	\$27.00	\$30.00
Adult Tournament*	\$34.00	\$37.75
*Additional field prep fee may be added		
Shoreline A & B		
Resident Youth - Per Hour	\$15.50	
Non-Resident Youth - Per Hour		\$20.75
Resident Adult - Per Hour	\$57.00	
Non-Resident Adult - Per Hour		\$67.25
Discount Field Rate Resident - Per Hour	\$15.50	
Discount Field Rate Non- Resident - Per Hour		\$20.75
Indoor Rental Fees:		
Richmond Highlands (same for all groups) –		
Maximum Attendance 214		
Entire Building (including building monitor)	\$54.00	\$59.00
Gym Only	\$43.50	\$47.50
Café/Game Room	\$43.50	\$47.50
Spartan Recreation Center		
Spartan Recreation Center Fees for Youth Organizations		
Multi-Purpose Room 1	\$10.25	\$11.50
Multi-Purpose Room 1 w/Kitchen	\$17.50	\$18.75
Multi-Purpose Room 2	\$10.25	\$11.50
Multi-Purpose Room 2 w/Kitchen	\$17.50	\$18.75
Gymnastics Room	\$10.25	\$11.50
Dance Room	\$10.25	\$11.50
Gym-One Court	\$16.50	\$17.50
Entire Gym	\$32.00	\$35.25
Entire Facility	\$82.75	\$92.00

2008 Parks Fee Schedule Part 2 of 4 (Page 2 of 4)		
2008 Park Facility Rental and Drop-in Fee Schedule		
Fee	2008 Proposed Resident Rate	2008 Proposed Non-Resident Rate
Spartan Recreation Center Fees for Adult Groups:		
Multi-Purpose Room 1	\$21.75	\$23.75
Multi-Purpose Room 1 w /Kitchen	\$31.00	\$34.50
Multi-Purpose Room 2	\$21.75	\$23.75
Multi-Purpose Room 2 w /Kitchen	\$31.00	\$34.50
Gymnastics Room	\$21.75	\$23.75
Dance Room	\$21.75	\$23.75
Gym-One Court	\$31.00	\$34.50
Entire Gym	\$59.00	\$65.25
Entire Facility	\$112.75	\$124.25
the Spartan Gym may require an additional supervision fee. (See Below)		
Other Indoor Rental Fees:		
Damage Deposit: (refundable)	\$188.25	\$188.25
Supervision Fee (if applicable)	\$17.50	\$17.50
Daily Rates	\$755.50	\$755.50
Spartan Gym Tarp Installation		
Concession / Admission / Sales During Indoor Facility Use:		
20% of the gross revenue collected w ill be remitted to the City of Shoreline if concession sales are charged on-site by the individuals or organizations renting a City-owned facility.		
20% of the gross revenue collected w ill be remitted to the City of Shoreline if spectator admissions are charged on-site by the individuals or organizations renting a City-owned facility.		
20% of the gross amount w ill be remitted to the City of Shoreline if an individual or organization rents a City facility for a clinic, camp, or a class w here the participants are charged a fee.		
Any individual or organization that is required to pay concession / admission fee must complete the appropriate permit application.		
Concession/Admission/Sales Fees may be modified at the discretion of the Director of Shoreline Parks and Recreation.		
Drop-In Fees:		
Show ers Only	\$1.00	\$1.00
Youth Drop-In	\$1.00	\$1.00
Youth Drop-In Ten Punch Card	\$8.75	\$9.75
Youth Drop-In Three Month Pass	\$21.75	\$23.75
Adult Drop-In	\$2.00	\$2.50
Adult Drop-In Ten Punch Card	\$19.75	\$23.75
Adult Drop-In Three Month Pass	\$49.75	\$53.75

2008 Parks Fee Schedule Part 3 of 4 (Page 3 of 4)		
2008 Aquatics Drop-in Fee Schedule		
Drop in Fees	2008 Resident Rate	2008 Non-Resident Rate
Adult	\$3.50	\$4.25
Child/Senior/Disabled	\$2.50	\$3.00
Family	\$8.75	\$9.75
Adult - Real Deal	\$1.50	\$2.00
Child/Senior/Disabled - Real Deal	\$1.00	\$1.25
Adult - 10 punch	\$29.00	\$33.00
Child/Senior/Disabled - 10 Punch	\$18.75	\$22.75
Family - 10 Punch	\$70.50	\$78.75
1 Month		
Adult - 1 mo	\$47.50	\$51.75
Child/Senior/Disabled - 1 mo	\$28.00	\$31.00
Family -1 mo	\$117.00	\$130.50
3 Month		
Adult -3 month	\$126.25	\$146.00
Child/Senior/Disabled - 3 mo	\$83.75	\$106.50
Family -3 mo	\$252.50	\$290.75
6 Month		
Adult -6 month	\$204.00	\$217.25
Child/Senior/Disabled - 6 mo	\$146.00	\$159.50
Family -6 mo	\$407.75	\$436.75
1 Year Pass		
Adult -	\$356.00	\$382.00
Child/Senior/Disabled	\$254.50	\$279.50
Family	\$713.00	\$763.75

2008 Parks Fee Schedule Part 4 of 4 (Page 4 of 4)		
2008 Aquatics Lesson and Rental Fee Schedule		
Lesson Program	2008 Resident Rate	2008 Non-Resident Rate
Parent & Tot	\$4.75	\$5.25
Preschool (1-5)	\$4.75	\$5.25
Youth (1&2)	\$4.75	\$5.25
Youth (3-7)	\$4.75	\$5.25
Adult	\$4.75	\$5.25
Water /Fitness-Adults	\$4.50	\$5.00
Water Fitness- Adults10x	\$37.25	\$41.50
Water Fitness Senior	\$3.25	\$4.00
Water Fitness Seniors10x	\$24.75	\$29.00
Arthritis - Adults	\$3.50	\$4.00
Arthritis - Adults 10x	\$35.00	\$40.00
Arthritis-Seniors	\$3.50	\$4.00
Arthritis - Senior 10x	\$35.00	\$40.00
Other Programs		
Swim Day Camp	\$98.25	\$108.75
Gators Swim/Dive 7 Wks	\$108.75	\$119.00
Rentals		
School Dist: Per 60 Kids/per Hour (non-agreement)	\$36.25	NA
Rentals On-Going (non-swim team)	\$65.00	NA
Swim Team Per/ Lane/Hr	\$9.25	NA
Public Rentals per Hour		
1-60	\$103.50	\$113.75
61-150	\$139.00	\$160.50

2008 Surface Water Management Rate Table (Page 1 of 1)

Rate Category	Percent Impervious Surface	2008 Annual Service Charge	Per Unit	6% Utility Tax	Fee + Utility Tax
Residential: Single-family home		\$124	Parcel	\$7.42	\$131.02
Very Light	Less than or equal to 10%	\$124	Parcel	\$7.42	\$131.02
Light	More than 10%, less than or equal to 20%	\$288	Acre	\$17.30	\$305.70
Moderate	More than 20%, less than or equal to 45%	\$595	Acre	\$35.68	\$630.29
Moderately Heavy	More than 45%, less than or equal to 65%	\$1,154	Acre	\$69.22	\$1,222.82
Heavy	More than 65%, less than or equal to 85%	\$1,462	Acre	\$87.72	\$1,549.77
Very Heavy	More than 85%, less than or equal to 100%	\$1,915	Acre	\$114.91	\$2,030.16
Minimum Rate		\$124		\$7.42	\$131.02

There are two types of service charges: The flat rate and the sliding rate.

* The flat rate service charge of \$124 a year applies to single family homes and parcels with less than 10% impervious surface.

* The sliding rate service charge applies to all other properties in the service area. The sliding rate is calculated by measuring the amount of impervious surface on each parcel and multiplying the appropriate rate by total acreage

Several special rate categories will automatically be assigned to those who qualify.

* An exemption for any home owned and occupied by a low income senior citizen determined by the assessor to qualify under RCW 84.36.381.

* A discount for any parcel served by a City approved retention/detention (R/D) facility maintained by the owner.

* A discount for any parcel, or part parcel officially designated as open space.

Categories with Retention/Detention Facilities The following categories are eligible for reduced rates if they have an approved retention/detention facility.

Rate Category	Discount	2008 Annual Service Charge	Per Unit	6% Utility Tax	Fee + Utility Tax
Residential: Single-Family Home	50%	\$62	Parcel	\$3.71	\$65.51
Very Light	50%	\$62	Parcel	\$3.71	\$65.51
Light	50%	\$144	Acre	\$8.65	\$152.85

Alternative Mobile Home Park Charge

* Mobile Home Park Assessment can be the lower of the appropriate rate category or the number of mobile home spaces multiplied by the single-family residential rate.

Rate Adjustments: Any person receiving a bill may file a request for a rate adjustment within two years of the billing date. (Filing a request will not extend the payment period).

Property owners should file a request for a change in the rate assessed if:

- * The property acreage is incorrect;
- * The measured impervious surface is incorrect;
- * The property is charged a sliding fee when the fee should be flat;
- * The person or property qualifies for an exemption or discount; or
- * The property is wholly or in part outside the service area.

2008 License Required and Public Records Fee Schedule (Page 1 of 2)		
License Required Fee	Proposed 2008 Fee	Basis
General Licenses		
Regulated massage business	\$171.75	Per Year
Massage manager	\$37.25	Per Year
Public dance	\$118.00	Per Dance
Pawnbroker	\$549.50	Per Year
Secondhand	\$52.75	Per Year
Master solicitor	\$107.75	Per Year
Solicitor	\$27.00	Per Year
Duplicate License	\$5.25	
<p>A late penalty shall be charged on all applications for renewal of a general license received later than 10 working days after the expiration date of such license. The amount of such penalty is fixed as follows:</p> <p>A. For a license requiring a fee of less than \$50.00, two percent of the required fee</p> <p>B. For a license requiring a fee of more than \$50.00, ten percent of the required fee.</p>		
Late fees for general licenses:		
Cabaret Licenses		
Adult cabaret operator's license	\$549.50	Per Year
Adult cabaret manager's license	\$118.00	Per Year
Adult cabaret entertainer's license	\$118.00	Per Year
Duplicate License	\$5.25	
<p>There shall be assessed and collected by the clerk an additional charge, computed as a percentage of the adult cabaret license fee, on applications not made on or before said date as follows:</p> <p>Late fees for cabaret licenses:</p> <p>Days Past Due</p> <p>7 - 30 10%</p> <p>31 - 60 25%</p> <p>61 and over 100%</p>		
Panoram Licenses		
Panoram premise license	\$225.75	Per Year
Panoram device license	\$64.25	Per Year Per Device
Panoram operator license	\$549.50 per year/plus additional \$10 fee for background checks for any additional operators	
Duplicate License	\$5.25	
<p>On renewals for panoram licenses filed after December 31st, the clerk shall assess and collect an additional charge as follows:</p> <p>A. If application is more than six but less than 31 days late, the additional charge is 10 percent of the renewal fee</p> <p>B. If application is more than 31 but less than 61 days late, the additional charge is 25 percent of the renewal fee.</p>		
Renewals for panoram licenses:		

2008 License Required and Public Records Fee Schedule (Page 2 of 2)		
General Licenses		
Public Records		
Black and white photocopies up to 11 by 17 inches - if more than five pages	\$0.15	Per Page
Black and white photocopies larger than 11 by 17 inches	\$3.00	Per Page
Publication on CD	\$2.00	Per CD
Recording on DVD	\$3.00	Per DVD
Video Tapes	\$13.00	Per Tape
Audio Tapes	\$2.00	Per Tape
Photographic prints and slides	Cost charged by vendor, depending on size and process	
Color photocopies and GIS maps up to 11 by 17 inches	\$0.00	Per page
GIS maps larger than 11 by 17 inches	\$1.50	Per square foot
Mylar Sheets	\$5.75	Per Sheet
Clerk Certification	\$1.00	Per Document
Custom GIS Mapping and Data Requests	\$80.75	per hour (1 Hour Minimum)
Financial Fees		
Insufficient funds or a closed account shall be assessed a collection fee	\$27.00	
Hearing Examiner Fees	\$420.75	

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CITY COUNCIL AGENDA ITEM
CITY OF SHORELINE, WASHINGTON

AGENDA TITLE: Economic Development Advisory Committee
DEPARTMENT: City Manager's Office
PRESENTED BY: Tom Boydell, Economic Development Manager

PROBLEM/ISSUE STATEMENT:

The Council directed staff to establish an Economic Development Advisory Committee (EDAC) by Ordinance 475 (Attachment B) adopted on July 9th. Applications then were solicited for the 16 positions over a 6-week timeframe, ending on August 31. Twenty-nine applications were received. Ordinance 475 provides for members to be recommended for appointment by the City Manager and confirmed by the City Council.

BACKGROUND:

Ordinance 475 provides that the EDAC should consist of 16 members, representing a balance of business and commercial property interests and expertise in the community. Specifically, 5 members are to represent various organizations, 3 members from Aurora Avenue businesses, 3 members from neighborhoods, and 5 members appointed "at-large."

Advertisement for Committee applications took place as follows: The City Clerk released an announcement and application documents to the public, including posting on the City's web site and other forms of notice. An announcement was also sent to business associations, the Chamber of Commerce, community groups, and interested individuals by word of mouth, mail and email. The public application period was July 18 to August 31. Twenty-nine applications were received.

The City Manager has reviewed the 29 applications received, and recommends that the applicants listed in Attachment A be confirmed by the City Council. The recommendations are based on a desire for balance and selection of individuals with longer business experience and a history of leadership in the Shoreline community. Balance included many things, such as gender, minority-representation, representation from different commercial areas of the city, and types of business, commercial property management or development expertise. As always, it is gratifying to see the high level of interest and expertise in our community. This makes for a difficult selection process,

but in general the deciding factor was the need to provide the balance required by Ordinance 475.

FINANCIAL IMPACT:

None

RECOMMENDATION:

It is recommended that the City Council review and confirm membership for the Economic Development Advisory Committee as listed in Attachment A.

ATTACHMENTS

- Attachment A: Nominations for EDAC membership
- Attachment B: Ordinance No. 475

Approved By: City Manager  City Attorney _____



ATTACHMENT A

FOR MEMBERSHIP ON THE

Economic Development Advisory Committee

Those designated by the plus sign (+) before their name are appointed for one year terms. All other terms are two years. All members may be reappointed for up to 3 consecutive full terms.

Appointments by Organizations

- Chakorn Phisuthikul – Architect, Multi-family Housing Developer (Richmond Beach and Shoreline Planning Commissioner)
- + School Board Representative TBD (backed up by Craig Dessingen from the Superintendent's office as an alternate)
- + Rick Stephens – Highland Ice Arena (Chamber of Commerce)
- + Marty Rood, Principal, Mr. 99 & Assoc. Commercial Brokers (Forward Shoreline)
- Susan Hoyne, Dean of the Engineering, Math and Science, SCC (Shoreline Community College representative)

Aurora Avenue

- +Joo Sun Choe, Shoreline Bank (Aurora Ave/Aurora Square area, Korean-speaking, female)
- Jim Abbott, SGA (Construction business and developer, along Aurora Ave – 1st, 2nd and 3rd miles; business office is across from Aurora Village)
- Greg Olson, Olson Chevy (Aurora Ave – central area, car dealerships)

Neighborhoods

- Michelle Cable, Triune Development and Cable Financial CPAs (Ballinger)
- Andy Anderson, Anderson House (North City, 25 years in business, 44 in residence)
- + Dick Nicholson – Council of Neighborhoods, Ridgecrest Association President, Shoreline Rotary, CPA. business experience in finance and surety bonding (Ridgecrest)

*Note: No applications were received from Richmond Beach or Richmond Highlands.

General At-Large

- + Dale Horton, Horton Properties (Aurora Ave – central area; 31 years in Shoreline)
- Tom Nasky, property owner, owner of 7 businesses including recycling, ABC team member (Aurora Avenue – 1st and 3rd miles; 7 years in Shoreline and 34 years in area)
- Warren Johnson, Vice President of Business Development, Bayley Construction, expertise in development process, site assembly, and design of buildings, malls, and town centers, ICSC and NAIOP member (National Developer, Innis Arden Resident)
- + Gary Batch – Certified Financial Planner, NCBA and Shoreline Chamber of Commerce Board member, co-organizer of the Small Business Forum and the North City Jazz Walk, Zoning Advisory Committee (professional services business located in North City)
- + Wendy DiPeso, employee at Cat's Exclusive, Sustainable Shoreline Board Member, Chamber of Commerce Vice President (resident of Echo Lake)

Other applications received (in alphabetical order):

- Sami Abdalla, Manager, Old Country Buffet (restaurant on Aurora Ave), Chamber Board
- Paula Anderson, home based business in telecom consulting, experience at Qwest and in neighborhood, citizen and school involvement (Westminster Triangle neighborhood)
- Gretchen Atkinson, member of NCBA, formerly owner of a travel agency business in North City, PTA, ABC Team, Chamber experience (resident from the Richmond Highlands)
- Barclay Fitzpatrick, Boeing engineer (2 mo. in Shoreline, resident of Ridgecrest)
- Jack Hagel, home-based business/seafood broker (resident of Innis Arden Neighborhood)
- Terra Laggner, President of Urban Green, formerly with WCIT (resident of Ridgecrest)
- Corbitt Loch, City of Snohomish Planning Director (does not operate a business or own commercial property in Shoreline, resident of Richmond Beach)
- Greg Price, home-based sales, marketing, and training business, publishing experience (Publisher of OutdoorsNW.com, resident of Richmond Highlands)
- Lyanne Scott, home based internet business called Blue Mountain Coffee, experience in local schools and church (Ridgecrest neighborhood)
- John Stebbins, employed at State L&I/Occupational Health and Safety (Paramount Park)
- Shari Tracey – staff assistant to King Co. Councilmember Bob Ferguson, Co-Chair of Bond Advisory Committee, real estate and land use experience working at Davis Wright Tremaine, Richmond Beach Little League Board (Echo Lake Neighborhood Resident)
- Jerry Wilkins, CPA, Chamber of Commerce and Rotary (Westminster, business at 149th/Aurora)
- Ken Winnick, Winnick & Assoc. (6 mo.), GIS/Economics Consulting (Paramount/15th/Ridgecrest)

ORDINANCE NO. 475

**AN ORDINANCE OF THE CITY OF SHORELINE, WASHINGTON,
CREATING AN ECONOMIC DEVELOPMENT ADVISORY
COMMITTEE.**

WHEREAS, on March 27, 2006, the City Council unanimously approved Resolution No. 214-A-4, adopting the Economic Development Strategic Plan 2006-2011; and

WHEREAS, the City Council wishes to encourage ongoing citizen input and business input into the economic development planning process by establishing a permanent advisory committee to assist the City; now therefore,

**THE CITY COUNCIL OF THE CITY OF SHORELINE, WASHINGTON, DO
ORDAIN AS FOLLOWS:**

Section 1. New Chapter. A new Chapter 2.65 *Economic Development Advisory Committee* is added to the Shoreline Municipal Code to read as follows:

.010 Created – Purpose-Responsibilities. The Economic Development Advisory Committee is created to provide guidance and direction for Shoreline's future economic prosperity and growth. The Advisory Committee will provide citizen review and business expertise in advising the City Council and City Manager on the implementation and updating of the City's Economic Development Strategic Plan including budget allocations and administration of the economic development program. The committee shall submit an annual report to the City Council by July 1st reviewing its activities of the past year and recommending actions that will advance the City's economic development goals.

.020 Membership-Appointments.

A. The Economic Development Advisory Committee shall consist of sixteen (16) members, each of whom shall be appointed for two year terms. To allow the staggering of terms for the initial committee and appointment or reappointment as appropriate, the initial terms shall be as follows: Eight members for terms of one year, and eight members for terms of two years. Terms shall expire the 31st day of May. No member shall be appointed for more than three (3) consecutive terms.

B. Members shall reside, own property or operate a business in Shoreline and represent interests in economic development, community development, business, or real estate development. Members should be selected as follows:

1. Representatives from the Chamber of Commerce, Forward Shoreline, Shoreline School District, Shoreline Community College, and the Shoreline Planning Commission.

2. Six (6) business representatives from the Aurora Corridor (including Aurora Village and Aurora Square) (3), the Ballinger Commercial Area (1), Richmond Beach or Richmond Highlands (1), and North City or other Eastside commercial neighborhoods (1).

3. Five (5) "at large" members.

C. Members will be recommended for appointment by the City Manager and confirmed by the City Council.

D. Members may be removed by the City Manager, with the concurrence of the City Council, for failure to comply with laws and city policies relating to conduct of public officials, failure to meet membership qualifications, or for unexcused absence from more than three (3) consecutive regular meetings. Vacancies shall be filled for unexpired terms in the same manner as for appointments.

.030 Organization: Members will serve without compensation but may be reimbursed for reasonable expenses associated with committee activities pursuant to City policy. Members shall select a chairperson and vice chairperson and establish rules for conducting their meetings. The committee shall meet regularly at least every 60 days and as needed, and issue meeting agendas and minutes. Administrative staff shall be provided to support the Committee's meetings and other activity.

Section 2. Publication, Effective Date. This ordinance shall take effect and be in full force five days after passage and publication of a summary consisting of the title.

PASSED BY THE CITY COUNCIL ON JULY 9, 2007.

Mayor Robert L. Ransom

ATTEST:

APPROVED AS TO FORM:

Scott Passey
City Clerk

Ian Sievers
City Attorney

Date of Publication: July 12, 2007
Effective Date: July 17, 2007

CITY COUNCIL AGENDA ITEM
CITY OF SHORELINE, WASHINGTON

AGENDA TITLE:	Kruckeberg Garden Purchase and Sales Agreement
DEPARTMENT:	Parks, Recreation, and Cultural Services
PRESENTED BY:	Dick Deal, PRCS Director Ian Seivers, City Attorney

PROBLEM/ISSUE STATEMENT:

The Kruckeberg Botanic Garden was founded in 1958 by Dr. Art Kruckeberg and his wife Mareen from a 4-acre plot and farmhouse in Richmond Beach. Art and Mareen grew nearly every plant for seed or cutting. They took an informal, naturalistic approach to design, combining northwest native plants with unusual and rarely cultivated species collected from the West coast and around the world. The result is a unique Puget Sound Basin woodland garden. The garden contains more than 2,000 plant species and several of the trees on the property are the largest or rarest in the state.

Dr. Art Kruckeberg is a professor emeritus of Botany from the University of Washington and still lives on the garden site. His wife Mareen passed away in 2003. Mareen was very active in the development of the garden and founded MsK Rare Plant Nursery. The nursery on site is still active and sells native and rare plant species.

In an effort to preserve the botanic garden for future generations to enjoy, Dr. Kruckeberg signed a conservation easement in 2003 that protects the property in perpetuity from development. The easement is held by the Dunn Historic Garden Trust's Board of Directors and the Cascade Land Conservancy.

Over the years, the Garden and Nursery have been visited by thousands of Shoreline residents and are considered treasured community assets.

In the late 1990's the Kruckeberg Botanic Garden Foundation (KBGF) was founded to assist the Kruckeberg's with the garden. The KBGF conducts tours of the site, helps with plant inventory and identification, and conducts work parties to assist with maintenance.

For several years the KBGF has had an interest in the management of Kruckeberg Garden. With the passage of the bond issue and Dr. Kruckeberg's willingness to sell the property, an agreement between the City and the Foundation for ongoing maintenance and operation appeared to be a natural partnership. The City has been working with the Foundation for several months to develop a service agreement that will allow the Foundation to manage and maintain the site after it is purchased from Dr. Kruckeberg. (A staff report and copy of the Service Agreement between the City and Foundation are being presented to the City Council as a separate agenda item.)

To date all operation and management of the botanic garden and MsK Nursery has been overseen by Dr. Kruckeberg. This unique property has different maintenance and operational needs than other park sites, so as a condition of the Purchase and Sales Agreement, Dr. Kruckeberg will be allowed to continue living in the residence and providing support and guidance to the City and KBGF on garden operational and management issues. The City agrees to lease the residence and cottage back to Dr. Kruckeberg for fair market value. For each hour that Dr. Kruckeberg or Roland Adeniyi (Dr. Kruckeberg's sublessee of the on-site cottage) work in the garden, with the Foundation, or City, twenty-five (\$25.00) dollars will be deducted from the monthly rent total. This will be recorded by Dr. Kruckeberg on a daily basis and submitted to the Parks Director each month for review. An adjustment will be made to the following month's rent based on hours worked the previous month. When Dr. Kruckeberg is no longer able, or interested in living on the property, this lease will terminate and use of the residential structures will be controlled by a Garden Master Plan.

FINANCIAL IMPACT:

In May 2006 Shoreline citizens passed a bond issue that identified several park sites for improvement and the acquisition of three properties including the Kruckeberg Garden site. \$950,000 was identified for the acquisition of the 4-acre Kruckeberg property with the balance to be used for capital improvements. The purchase price of the site is \$895,000 plus an additional \$8,700 in closing costs and appraisals.

In addition to the bond issue funds, \$150,000 has been appropriated by the State in the current budget for acquisition, and \$300,000 in King County Conservation Futures Trust funding will be available in 2008 to assist with acquisition. The State and King County CFT funds can only be used for acquisition, so this will leave a balance of approximately \$495,000 that can be used for the development of a master site plan and needed capital improvements. \$75,000 has been included in the 2008 – 2013 CIP for Kruckeberg Garden master site planning in 2008. We anticipate the master site planning process beginning in the spring.

RECOMMENDATION

Staff recommends that the City Council approve the acquisition of the 4-acre property of Dr. Art Kruckeberg to preserve the Kruckeberg Botanic Garden for citizens of Shoreline to enjoy as an educational and environmental learning experience, and authorize the City Manager to execute a purchase agreement subject to a lease back of residential structures to Dr. Kruckeberg.

Approved By:

City Manager 

City Attorney 

CITY COUNCIL AGENDA ITEM
CITY OF SHORELINE, WASHINGTON

AGENDA TITLE:	Kruckeberg Botanic Garden Foundation Service Agreement
DEPARTMENT:	Parks, Recreation, and Cultural Service
PRESENTED BY:	Dick Deal, PRCS Director & Ian Seivers, City Attorney

PROBLEM/ISSUE STATEMENT:

In 1998 the Kruckeberg Botanic Garden Foundation (KBGF) became a corporation with the objective of helping conserve the garden owned by Dr. Art and Mareen Kruckeberg. The foundation was created to assist with the management of the plant collection, garden maintenance, and conduct tours and workshops. The KBGF is a designated tax-exempt 501(c) (3) organization that is governed by a Board of Directors.

With the pending sale of the 4-acre site by Dr. Kruckeberg to the City of Shoreline, the KBGF contacted the City and expressed interest in managing and operating the Garden and continuing the stewardship of this unique plant collection for the community to enjoy.

The City and Foundation developed a Service Agreement (attachment A) that will create a partnership between the City and Foundation to achieve the goal of preserving this valuable community resource. The Agreement will ensure that the Garden is maintained at an adequate standard, the plant collection is preserved and enhanced, and that the Garden remains an environmental and educational resource for citizens of all ages.

In the Service Agreement, the Foundation agrees to the following:

General Maintenance Standards. The Foundation agrees to operate, maintain and improve the Garden so as to maintain and enhance a regionally significant botanic garden and collection of species native to lowland forests of the Puget Sound Basin, as well as non-native species compatible with the region, based on the botanic diversity, woodland setting, and naturalistic design of the Garden.

Plant Collections. The Foundation shall maintain and develop the plant collections, including the addition of new specimens. Computer and other documentary records pertaining to the botanic collection, including mapping plant locations shall be maintained and updated as necessary.

Public Outreach and Education. The Foundation shall provide staff for supervision of volunteers, docent/steward training programs, garden tours, horticultural programs, lectures and other educational programs, or private events as approved by the City.

Work Plan. The Foundation shall prepare an annual work plan for the operation and maintenance of the Garden outlining a proposed schedule of activities for the upcoming year. This plan shall include budget recommendations for City expenditures that will enhance the Garden.

Irrigation & Utilities. The Foundation shall perform routine maintenance and repair of the irrigation system.

In the Service Agreement, the City agrees to the following:

Waste Pickup: The City will haul garbage, yard debris and recyclables from the designated bins at the Garden. Upon request by the Foundation, the City will also assist with annual spring and fall clean-up at the Garden by hauling away extra waste and debris.

City Support for Garden Maintenance: Upon request by the Foundation, City will provide supplemental staff and equipment as resources allow, for grounds maintenance.
Utilities for Garden Maintenance: City staff will design and construct the irrigation system, and will make modifications on an annual basis. City staff will also be responsible for spring irrigation system activation and fall winterization of irrigation and well equipment. City will pay for utilities to the property except those used by the residences leased to Dr. Kruckeberg.

Printing: The City will create and publish an annual four (4) page Garden promotional flyer, posters for public activities and events, and a Garden tour map. Additional printing requests must be submitted and approved by the Parks Director.

Grant Writing / Other Fund Raising Assistance: The City will provide grant writing research and assistance to the Foundation, as resources are available.

Marketing Promotion of Garden: The City will market Garden activities in the Recreation Guide, and advertise activities in the City Currents publication as space is available. In addition, the City will include Garden information on the City website. The City cable Channel 21 will be available for Garden information and City sponsored events.

Security: The City will add the Garden to the City security contract, purchase and install signage stating the name of the Garden and the hours of operation. City shall provide and maintain signage and necessary fencing limiting public access to leased areas of the Property.

Use of Property for Fundraising. The Foundation may use existing Garden plant stock for on-site plant propagation for exclusive fundraising by the Foundation so long as the propagation does not damage existing plant stock or interfere with Garden aesthetics or public access. The Foundation may conduct retail plant sales in the Garden equivalent to past sales activities of the Kruckebergs' MsK Nursery. The Foundation may also use the Garden for limited programs and activities which do not conflict with City sponsored activities or reasonable public access.

Compensation. Fees for all Foundation staffed events and programs approved by the City will be retained by the Foundation. Following the Parks Recreation Program formula, eighty percent (80%) of fee revenue from City sponsored programs and events which are staffed by the Foundation shall be retained by the Foundation. Finally, as discussed below, the City agrees to pay a three year start-up reimbursement of one-half of the Foundation's actual costs of labor and expenses in meeting its operation and maintenance obligations plus 15% of these invoiced costs for management and overhead of the Foundation.

FINANCIAL IMPACT:

For the first three years of the Service Agreement the City will contract with the Foundation for maintenance and other services as outlined in the Agreement in an amount not to exceed \$40,000 in any one year and \$100,000 for all three years combined.

It is anticipated that Foundation costs will be shared equally between the City and Dr. Kruckeberg. Although not an obligation in the Purchase Agreement, the City expects Dr. Kruckeberg to file instructions in the closing escrow directing \$100,000 of his proceeds be placed in an irrevocable trust to match City payments for Garden operations and maintenance, either to the Foundation or to the City if the agreement with the Foundation terminates. These instructions have been jointly drafted and this gift of support to the Garden is recited as a financial contingency for accepting the property by the City in the Purchase Agreement.

The combined \$200,000 for the first three years expenses is intended to help support the Foundation during an establishment period and give them time to create new fundraising opportunities and increase membership and donations with the goal of the Foundation being self-supporting after the three year period.

The City will also fund the development of a master site plan for Kruckeberg Garden that will guide the development of capital improvements to the Garden. This master planning process will commence in 2008 and be completed within 18 months. \$75,000 is budgeted in the 2008 – 2013 CIP for this planning effort and will be paid with proceeds from the 2006 Parks Bond.

RECOMMENDATION

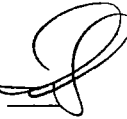
Staff recommends that Council approve the service agreement between the Kruckeberg Botanic Garden Foundation and the City of Shoreline.

Approved By:

City Manager

A handwritten signature in black ink, appearing to be "D. Lee", written over a horizontal line.

City Attorney

A handwritten signature in black ink, appearing to be "J. [unclear]", written over a horizontal line.