

CITY OF SHORELINE

SHORELINE CITY COUNCIL

SUMMARY MINUTES OF WORKSHOP MEETING

Monday, November 4, 2002
6:30 p.m.

Shoreline Conference Center
Mt. Rainier Room

PRESENT: Mayor Jepsen, Deputy Mayor Grossman, Councilmembers Chang, Gustafson, Hansen, Montgomery and Ransom

ABSENT: none

1. CALL TO ORDER

The meeting was called to order at 6:30 p.m. by Mayor Jepsen, who presided.

2. FLAG SALUTE/ROLL CALL

Mayor Jepsen led the flag salute. Upon roll call by the City Clerk, all Councilmembers were present.

3. CITY MANAGER'S REPORT AND FUTURE AGENDAS

City Manager Steve Burkett noted that the next Council meeting would be on Tuesday, November 12th.

4. COUNCIL REPORTS

Councilmember Hansen reported on the Shoreline Water District Citizen's Advisory Committee meeting, which provided an update on the District's progress in transferring Seattle territory to the Shoreline Water District.

Councilmember Gustafson reported on his attendance at the school district's landbank meeting, where discussions focused on utilization of the old Kellogg site.

Mayor Jepsen commented on the Northend Mayors meeting, noting that many cities are facing difficult budget decisions. He said all cities have adopted policies relating to Secure Transition Facilities, noting that the state is now in the process of identifying potential sites. He encouraged citizens to submit comments to Metro King County regarding Brightwater conveyance in Shoreline. He also noted the recent death of Shoreline pioneer Florence Erickson, community activist and founder of the Shoreline Historical Museum.

5. WORKSHOP ITEMS

(a) Traffic Emphasis Update

Police Chief Denise Pentony introduced Traffic Officer Cindy West, the new liaison to the City for the Neighborhood Traffic Safety Program (NTSP). Chief Pentony reviewed the staff report, noting there had been 47 citations written during the two days of the crosswalk sting operation.

Responding to Mayor Jepsen, Chief Pentony noted that crosswalk sting operations will continue as a regular program, in addition to school speed zone enforcement.

Councilmember Gustafson asked for a synopsis of the traffic safety curriculum taught by the SRO officer.

Councilmember Chang asked if officers issue warning citations. Officer West said warning citations are not issued for failure to stop for pedestrians; however, officers can give verbal warnings and provide crosswalk safety brochures. Councilmember Chang suggested that warnings may foster better relations between the public and the police department.

Chief Pentony clarified that the department does issue verbal warnings. She characterized Shoreline's traffic safety effort as a blend of education and enforcement.

Councilmember Chang expressed deep concern about the two traffic fatalities at Shoreline crosswalks this year, noting that drivers failed to see the pedestrian in both cases. He said drivers must know the City will aggressively enforce traffic violations.

Chief Pentony said crosswalk sting operations demonstrated that drivers are committing the same violations that caused the two earlier fatalities.

Responding to Councilmember Ransom's question about the percentage of drivers who were cited in the crosswalk stings, Officer West was not sure of the specific percentage, but she expressed surprise at the frequency of violations that occurred. She assured Council that both the operation and the observed violations were clear and unambiguous.

Chief Pentony said crosswalk stings illustrate the necessity of educating the public to stop for pedestrians. She said the department will utilize a variety of mediums to achieve traffic safety, including education, signage, and crosswalk stings.

Mr. Burkett said Captain Rusk estimated that about 90% of vehicles stopped for pedestrians at the previous crosswalk sting.

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Mayor Jepsen inquired whether other jurisdictions conduct similar traffic operations, noting the benefit of emphasizing traffic education on a regional basis. Officer West said other jurisdictions are participating in the same type of program.

- (b) Neighborhood Traffic Safety Program Update
and Petition for Temporary Closure of N. 183rd St.
at Dayton Avenue N.

Jill Marilley, City Engineer, and Kristen M. Overleese, Neighborhood Traffic Safety Program project engineer, reviewed the NTSP program and the proposal to close N. 183rd Street.

Ms. Overleese provided a brief background and explained that the NTSP is comprised of Phase I (education and enforcement) and Phase II (engineering solutions). She described the history of traffic patterns in the N. 183rd Street area, noting that the majority of resources have been used on police enforcement measures. She discussed the NTSP application process. She pointed out that the Evanston area was the first to apply. After careful analysis of the particular traffic concern, the City petitioned the neighborhood to gauge support for temporary closure. Eighty-six homes received petitions, and 72% of the petitions received favored temporary closure of the street.

Ms. Marilley then introduced Sandy Glover of INCA Engineers, Officer Cindy West, NTSP liaison, and Linda Nixon, NTSP residential area coordinator. She called attention to a recent comment letter received by the City. She clarified that the NTSP proposes a 90-day closure of N. 183rd Street, after which residents will be surveyed about the results.

Mayor Jepsen called for public comment.

- (a) Grant Borden, Shoreline, expressed support for closure of the road, noting that he has towed cars out of the ditch in front of his house. He described the road as a popular but dangerous cut-through for high school students.

- (b) Linda Nixon, Shoreline, supported closure of N. 183rd Street, noting her extensive work with the NTSP and the neighborhood in reaching a consensus on the problem. She said closing the street would resolve a dangerous situation. She thanked all who contributed their input and support.

- (c) Arnie Thorkilson, Shoreline, said that increasing traffic volumes and speed on N. 183rd Street justifies closure of what is a dangerous road. He was pleased that Shoreline incorporated so it could address these serious problems.

- (d) Richard Johnsen, Shoreline, was shocked to learn of the dangerous nature of N. 183rd Street. He said the neighbors have a legitimate grievance, but expressed concern that the NTSP process could pit neighborhoods against each other.

(e) David Townsend, Shoreline, emphasized the need for a thorough and citywide approach to traffic safety. He asked about the time frame for the temporary closure, noting that serious traffic safety concerns require immediate action.

(f) Kyle Nixon, Shoreline, supported permanent closure of N. 183rd Street, explaining that the unsafe situation is the result of poor road design. He said many mailboxes in his neighborhood have been destroyed and several neighbors have moved due to safety concerns.

(g) Fred Clingan, Shoreline, said closing the road is the only viable option, since chicanes, speed bumps, and enforcement do not adequately address the problem. He described the factors contributing to the safety problem, noting that accidents have occurred there since he first moved in.

(h) Camden Nixon, Shoreline, expressed supported for road closure, noting that speeding cars prevent him from safely riding his bike on the street.

Mayor Jepsen inquired about the comment letter Ms. Marilley mentioned. It was noted that the letter came from someone representing the Richmond Highlands Neighborhood Association.

Councilmember Hansen expressed support for the NTSP's recommendation, noting that neighborhoods would not be pitted against each other if roads are being misused.

Councilmember Ransom said he spoke with over thirty people in that neighborhood during the National Night Out on Crime. He noted that everyone he spoke to supported street closure.

Mayor Jepsen said he received several calls from members of the Richmond Highlands neighborhood, who asked that their concerns be addressed at tonight's Council meeting. He appreciated the citizen's comments made tonight and expressed interest in learning more about the cause of cut-through traffic.

Councilmember Montgomery said she is very familiar with the N. 183rd Street area, which she avoids. She favored temporary closure for safety reasons.

Councilmember Gustafson asked whether service providers had been contacted regarding the street closure. Ms. Marilley said they have all been notified, and service will not be diminished as a result of the closure.

Councilmember Gustafson expressed mild approval for the proposal and suggested that the City consider redesigning the road.

Councilmember Chang wished to ensure that the concerns of the Richmond Highlands neighbors were addressed. He asked if the problem could be resolved through

enforcement. Ms. Marilley responded that traffic enforcement does not provide a permanent solution to the problem.

Councilmember Chang emphasized the importance of proceeding carefully in order to arrive at a sensible alternative. He suggested that the Richmond Highlands neighborhood be involved in the discussion to avoid mistakes in the future.

Mr. Burkett agreed that a cautious approach is important; however, street closure appears to be the most viable solution to the problem. He said the NTSP did not originally include street closure as an option, and it will be reevaluated following the temporary street closure.

Councilmember Chang expressed opposition to closing the street, noting the importance of considering other neighborhoods that may be effected. He asked if any studies had been conducted to estimate impacts on neighboring areas.

Ms. Marilley said the main purpose of the NTSP is to encourage traffic on arterials and away from residential streets. She said the process includes analysis of cut-through traffic, neighborhood impacts, and service level degradation on arterials. She said impacts did not degrade the level of service on any arterials, noting that temporary closure will provide additional information about the destination of traffic volumes.

Responding to Councilmember Chang, Ms. Marilley said Council is scheduled to make a decision on temporary closure on November 25th, adding that it would have an additional opportunity to consider permanent closure following the 90-day temporary closure. Councilmember Chang requested that staff discuss the issue with neighbors to alleviate any concerns prior to November 25th.

Deputy Mayor Grossman pointed out that cars will be diverted to existing arterials, which is a logical approach and main purpose of the closure.

Mayor Jepsen noted the importance of conducting traffic studies and sharing that information in order to make effective predictions of where traffic will be diverted.

Deputy Mayor Grossman asked whether neighbors to the west had an opportunity to voice their concerns. He asked whether staff made efforts to contact the neighbors and include them on a distribution list. Ms. Marilley said staff always makes citizen's comments part of the record. She noted that further outreach will occur after Council makes a decision.

Mr. Burkett noted that several presentations were made to the Council of Neighborhoods in an effort to keep them informed.

Mayor Jepsen requested that traffic flow tracking information be provided at the Nov. 25th meeting.

Ms. Overleese said baseline data was collected in Phase 1, noting that more data will be collected after the plan is implemented. She said the City is responsible for speed and volume counts, but the community will assist in collecting license plate information.

Councilmember Hansen noted that nobody representing the Richmond Highlands community attended tonight's meeting to voice concerns. He agreed that the NTSP came to the correct conclusions.

RECESS

At 7:55 p.m., Mayor Jepsen declared a five-minute recess. The meeting reconvened at 8:00 p.m.

(c) Department Presentations/Budget Discussion

Debra Tarry, Finance Director, briefly reviewed aspects of the Criminal Justice Budget.

Councilmember Hansen noted that the Yakima contract for jail service has long-term escalating costs.

Responding to Mayor Jepsen, Mr. Burkett noted that there will be a reduction in costs to the 2003 public defender contract because the City has changed to a new provider.

Ms. Tarry noted there were no significant service level changes in Parks, Recreation & Cultural Services, with the exception of the aquatics program. She mentioned the North Rehabilitation Facility (NRF) program as an unresolved issue. Staff is evaluating how to provide continued services within budgetary constraints.

Mr. Burkett clarified that NRF is increasing its costs approximately 60%.

Wendy Barry, Director, and Rob Beem, Assistant Director, Parks, Recreation and Cultural Services, reviewed the PRCS budget, emphasizing changes from the 2002 budget, 2003 key objectives, and the proposed new fee schedule. Ms. Barry discussed the following points:

- The issues affecting the Parks budget include a potential bond issue, Gateways implementation, Interurban Trail, and renovating/maintaining facilities.
- In adjusting to the expanded cost of NRF work crews, the City will continue to consider options for vegetation control.
- The budget supports expanded aquatics programs. Staff was able to double the number of swim lessons offered this year. Increases in aquatic programming results in increased expenditures. Pool activity will be affected by changes/closures at neighboring pools.
- The City will continue development of the Spartan Gym by working with the school district on multi-purpose room construction. There has been an increase in recreation programming.

- The City intends to partner with the school district on scheduling/operational issues and to work with providers to leverage resources in the human services field. Mr. Beem is working to facilitate discussion between schools and human service providers.
- The budget includes fee increases to adjust to the present market.
- The department will implement new recreation software. The new fee schedule contains added language that allows the City Manager to establish fees for unique circumstances where no fees previously existed.

Responding to Mayor Jepsen's question about the decrease in human services funding from 2002, Ms. Barry said this is due to one-time funding for emergency human services in the budget last year.

Mayor Jepsen asked for clarification on the professional services line items. Ms. Tarry said services include the City's landscaping contract, the field light replacement program, first response gate closing at parks, instructors, and specialized services for recreation programs. She noted that intergovernmental professional services are funds paid to a government entity, such as utility payments to the school district for the Spartan Gym.

Deputy Mayor Grossman asked why utilities are accounted for under intergovernmental services. Ms. Tarry explained that the State Auditor requested such an accounting format so financial information can be compared from agency to agency. She noted that utility payments can be isolated relatively easily.

Noting King County's proposal to close surrounding pools, Mayor Jepsen inquired about the possibility of generating more revenue through expanded pool hours. He expressed concern that proposed maintenance costs are too low, given the slow economy and the City's recent investments.

Ms. Tarry said maintenance costs that were added into the 2002 budget were forced into 2003 due to project delays.

Ms. Barry noted that the Capital Improvement Plan (CIP) includes planning money for consultants and other services.

Ms. Tarry clarified that the decrease in services funding is due to one-time 2002 expenditures.

Mayor Jepsen questioned whether it was in fact one-time funding, expressing concern that ongoing maintenance may require additional revenues.

Responding to Councilmember Gustafson's query, Ms. Barry clarified that the budget reflects potential pool closure during March and April, 2003. She also noted that the fee schedule reflects greater demand on Shoreline due to neighboring pool closures.

Responding to Councilmember Gustafson, Mr. Beem explained the Community Resource Team, which is a human services partnership with the school district. The program coordinates activities of the school and community to address the needs of high-risk populations. He noted that the program conforms to school district objectives but provides for various services both on-campus and off-campus. He said the group meets together monthly to coordinate services, describing it as a value and benefit for families.

Councilmember Gustafson expressed interest in exploring opportunities to create joint ventures with the school district to maintain fields and facilities and volunteer opportunities such as adopt-a-park programs.

Councilmember Ransom inquired about the costs for part-time recreational staff.

Ms. Barry explained that the proposed 977 hours of extra labor spread out among 90 employees equal approximately 12 additional Full Time Equivalent (FTE) employees. She noted that the aquatics extra help budget includes \$150,000, in comparison to \$155,000 in general recreation programs. She clarified that the budget does not reflect the extra help FTEs on staff.

Councilmember Ransom said the budget was not clear on allocations to cultural services, and requested information on the museum, arts council, and programs for seniors.

Ms. Barry said those programs were included under City Grants to Other Agencies (\$115,000). She then outlined the individual allocations to each program.

Responding to Councilmember Ransom, Mr. Beem said the Senior Center funds general operations, assists the congregate meals program, lunchtime activities, and maintains the building for senior activities. Although the Spartan Gym is utilized for exercise classes for seniors, there is not a strong emphasis on recreation programs because of allocations to the Senior Center.

Councilmember Ransom asked if the Senior Center requested an increased allocation due to reductions in County contributions. Mr. Beem said the 2003 requests from the Arts, the Historical Museum, and the Senior Center were the same as 2002.

Councilmember Ransom asked whether grant funds covered all of the human services budget, noting that an additional \$100,000 was included last year. Mr. Beem said although the amount of available CDBG money varies from year to year, it stays within a given range.

Councilmember Ransom asked about the future of human services funding from the county and state.

Mr. Beem said the county and state are expecting to reduce human services in several areas. He anticipated cuts to the Senior Center, Fremont Public Association, CHS, and

mental health services. He suggested that the Department of Social and Health Services (DSHS) may experience further reductions as a result of the state budget deficit.

Mayor Jepsen said Council should assume that FPA and CHS will be funded because of County Councilmember Edmonds' expressed commitment to preserve those programs.

Councilmember Ransom noted that the proposed 2003 recreation budget appears to be funded at 2002 levels. Ms. Barry expressed confidence that the department could function based on the proposed allocations, regardless of increased program participation.

Mr. Burkett then summarized Council comments, noting that discussion included expanded pool hours, future maintenance costs, and joint maintenance ventures with the school district.

Councilmember Ransom asked how the NRF program would function in the future. Ms. Barry was not sure, but noted that NRF has assisted in reclaiming nearly 40 acres of valuable park land. She speculated that the department would not be able to reclaim as much park land, but she did not anticipate any significant regression. She assured Council that the department will continue to make improvements and maximize revenues.

Responding to Councilmember Ransom, she noted that NRF activity on Meridian Avenue is associated with Public Works, not Parks, Recreation & Cultural Services.

Councilmember Hansen called attention to two recent teen suicides and expressed support for restoring funds to the Teen Link program. Councilmember Gustafson concurred, adding that the YMCA's Teen Council is also seeking additional funding.

Ms. Tarry briefly introduced the PDS budget, noting that one-time funding accounts for the changes from 2002 to 2003. She mentioned that 63% of the budget comes from permitting.

Mr. Burkett mentioned that proposed reductions in funding/operating budget are due to reduced revenues and the result of his request that each department provide a list of lowest priority expenditures.

Tim Stewart, Director, Planning and Development Services, reviewed the PDS budget. His discussion included the following points:

- Key objectives for 2003 include a major update of the Comprehensive Plan.
- There is no plan to update the land use plan; the current plan is sufficient to accommodate growth for the next 20 years, even under the new set of targets King County is adopting.
- Code enforcement continues to be a major PDS objective. There are approximately 37 open code enforcement cases; 24 cases have been resolved in the past year.

- PDS has completed major work on environmental regulations relating to the Critical Areas. It will begin storm water manual revisions in conjunction with Public Works.
- PDS will implement recommendations from its permit process review in order to provide exceptional customer service. Since the customer is the best judge of performance, PDS will create an ongoing program of satisfaction surveys.
- The economic slowdown has resulted in a reduction in the number of permits issued. PDS has responded to the slowdown in the following ways: 1) it has not filled an open position; 2) reduction of the number of permit reviews given to consultants; 3) elimination and/or reduction of the level of funding for on-call consultants.
- In an effort to improve service, PDS is exploring the possibility of adding electrical and plumbing services as part of the permit process.
- PDS will continue to provide recommendations based on the most recent economic data available.

Ms. Tarry referred to the overhead display to illustrate how much the City recovers from permit fees. She noted that permit revenues cover approximately 70% of direct and overhead allocations. Although there are reserves available, she identified early 2003 as a critical time to reassess permit revenues.

Mayor Jepsen was concerned about the \$20,000 decrease in projected expenditures from 2002 to 2003. He felt the number was too small due to the poor condition of the economy.

Ms. Tarry said PDS projected that permit activity would be at least at 2002 levels. She said some predict a prolonged economic decline while others anticipate recovery in 2004.

Mr. Stewart noted that the PDS 2003 budget was adjusted below the 2002 projected budget, noting that further adjustments may be required.

Mayor Jepsen expressed concern about committing to a permit budget of \$1.86 million in an unpredictable economy.

Ms. Tarry reiterated the point that early 2003 will be a critical time to review building activity, noting the potential necessity of cutting expenditures to offset revenue deficits.

Mayor Jepsen emphasized the importance of watching permit activity carefully and responding quickly to changes. He also suggested that the City avoid assigning one-time work to staff.

Mr. Stewart expressed his awareness of the revenue stream, noting the volatility of the permit business. He said the department would monitor trends and make further recommendations as economic information becomes available. He noted the importance of reviewing permit developments in early 2003.

Mr. Burkett noted the City's efforts to reduce expenditures. He said the City maintains reserves in order to adjust to economic cycles, but, of course, there is a limit to the amount of adjusting that can be done.

Councilmember Chang asked if recent residential permit revenue outpaced commercial permit revenue, suggesting that low interest rates may account for residential activity.

Mr. Stewart did not have a detailed breakdown of revenue statistics, but noted that short plats have experienced a significant slowdown, due in part to the increase in minimum lot size adopted by the City several years ago. He noted the City's policy to encourage larger, more dense buildings in appropriate spots such as North City.

Deputy Mayor Grossman was not optimistic about short-term permit activity.

Mr. Stewart noted the lag time between revenue collection and the time the permit is closed. He stressed the importance of recognizing the current workload in addition to fee revenue. Deputy Mayor Grossman suggested that those variables should be considered in the overall calculation of revenues versus expenditures.

Mayor Jepsen noted the lack of subarea plans in 2002, suggesting that the City undertake at least one in 2003. Mr. Stewart noted that the Central Subarea Plan was part of the current budget.

Mr. Burkett asked that Council discuss the Economic Development budget and defer the Public Works budget until November 18th. Council concurred with the suggestion.

Ms. Tarry reviewed the Economic Development budget, noting that primary changes between 2002 and 2003 result from carry-over money related to Westminster/Aurora Square, and one-time funding for the permit process review.

Deputy Mayor Grossman commented on the large number of Economic Development objectives and the difficulty of measuring results. Mr. Burkett responded that the primary measures include retail sales taxes and property values, but said ultimately there is no direct control over the results. He said the City is making efforts to attract and encourage long-term investment. The results of these efforts may be seen only many years later.

Councilmember Ransom asked for clarification of the \$132,000 allocated to services for 2002.

Jan Knudson, Economic Development Coordinator, explained that part of this amount was carry-over for the Westminster financial analysis study, and part was for the consultant contract for permit review. She said those costs were not carried into 2003 due to anticipated completion this year.

(d) Review Council Goal #6 (Redevelopment)

Ms. Knudson reviewed the staff report, outlining the ten key strategies for economic development. She said Goal #6 is really the means for achieving economic revitalization. She discussed the following list of priorities, noting that staff does not presently support strategies that will cause the City to incur more debt:

- Analysis of demographic/market data
- Identification of specific locations for redevelopment
- Leveraging capital improvements
- Coordinating CIP improvements with redevelopment
- Improving the permit process
- Consideration of development incentives

She explained that four options carry some form of additional debt service or repayment: 1) Tax Increment Financing; 2) Low-interest Loans; 3) Bond Issues; and 4) Parking and Business Improvement Areas (BID/PBIA). She said a Business Improvement District (BID) is a group of individuals who can assess themselves for certain improvements.

Mr. Burkett said the City is not recommending other actions at this time due to several factors, including flat revenue projections and the number of projects the City is currently undertaking.

Mayor Jepsen called for public comment.

(a) Anthony Poland, Shoreline, suggested the City is trying to eliminate existing businesses on Aurora in favor of more preferred businesses. He asked Council to clarify what type of businesses the City is actively seeking, suggesting that present Aurora businesses are not providing the level of revenue the City desires. He expressed opposition to landbanking, noting that it only serves to increase costs for everyone.

MEETING EXTENSION

At 10:00 p.m. Councilmember Gustafson moved to extend the meeting until 10:30 p.m. Councilmember Chang seconded the motion, adding the friendly amendment that the last fifteen minutes of the meeting should be reserved for public comment. A vote was taken on the motion, which carried 5 - 2, with Deputy Mayor Grossman and Councilmember Montgomery dissenting.

In response to Mr. Poland, Mayor Jepsen noted that the City is seeking "infill" redevelopment, clarifying that it wants to utilize vacant land. He said there is no attempt to "plow under" existing businesses, and noted landbanking as a critical option to consider.

Councilmember Hansen concurred, noting that there are many vacant properties on Aurora Avenue. Councilmembers Gustafson and Montgomery concurred.

Councilmember Chang stressed the need to get a full return on investment. He said the City needs to be more aggressive in marketing economic development, noting a lack of interested Shoreline investors. He said the best time to attract investors is after improvements have been made.

Councilmember Hansen concurred, noting that investors will refuse opportunities if there is no potential for return. He mentioned Club Hollywood and Top Foods as businesses that obviously see investment potential in Shoreline. He suggested that other parties are considering long-term investments in the City.

Councilmember Ransom asked staff to explain the concept of Tax Increment Financing (TIF) and PBIA.

Ms. Knudson said TIF is debt backed by incremental improvements of assessed value (property tax).

Mr. Burkett said the primary limitation to TIF is that the fire district and county must agree to forego increases in property taxes. He explained that under TIF, other taxing districts would forego the property taxes on that increased value. He noted that taxing districts are not willing to forego taxes at this time.

Councilmember Ransom commented that the National League of Cities is discussing problems associated with forgoing taxes and building infrastructure.

Mr. Burkett said problems for cities can result from not implementing safeguards.

Ms. Knudson said a BID is a group of individuals who voluntarily tax themselves to fund certain improvements. She said funds can be used for a variety of things, including parking facilities, decoration of public places, event promotion, and professional management.

Mayor Jepsen summarized support for staff's recommendation, but noted that the landbanking option should be kept open.

6. PUBLIC COMMENT

(a) David Townsend, Shoreline, said he has not received responses to multiple public records requests. He expressed interest in obtaining the warrant studies for 175th St. & Wallingford and 155th St. & Wallingford. He mentioned the recent pedestrian fatality on Aurora Avenue, noting that the law requires vehicles to stop, not yield, for pedestrians. He said the City can expect to see higher levels of media coverage on Aurora traffic incidents.

(b) Bert Golla, Seattle, owner of Red Carpet Janitorial, expressed opposition to the City's recent janitorial bid process. He said the City cannot legally consider the bid submitted by Kim Enterprises, which is unsatisfactory and inadequate. He said the City

should not reject all bids simply because a non-responsive low bid was submitted. He said this action sends the wrong message about fair and open procurement.

(c) Tony Espejo, Mukilteo, concurred with Mr. Golla's remarks. He said cancelling bids does not preserve the integrity of the sealed bid process. He said he has never cancelled a bid in his 30+ years of purchasing.

(d) Richard Johnsen, Shoreline, announced several upcoming community events, including the folksingers Reilley and Maloney, and events sponsored by the Seattle Folklore Society and Scandia Folkdance Society. He encouraged Council to get involved and support community events.

Responding to Mr. Townsend's comments, Mr. Burkett clarified that the Aurora crosswalk is under the purview of the Washington State Department of Transportation. He said he would look into the progress of the signal installation.

Mayor Jepsen asked if the City received warrant studies for the in-pavement street lights. Mr. Burkett was not aware of what specific records requests had been submitted, but assured Council that all pending requests would be processed.

Mayor Jepsen said Council would discuss the contents of the letter he received concerning the janitorial bid process.

Mr. Burkett said the City must address the bid issue because there are two parties who each believe they are the low responsible bidder. He said the City Attorney will provide counsel on how to approach the issue, noting that the contract does not require Council approval.

Ian Sievers, City Attorney, noted that the City Manager has the authority to accept or reject bids because the contract is below the \$200,000 threshold for public works. He said a consensus had been reached and a written response will be sent to both Red Carpet's attorney and to Council.

7. ADJOURNMENT

At 10:25 p.m., Mayor Jepsen declared the meeting adjourned.

Sharon Mattioli, CMC
City Clerk