



City of Shoreline | 17500 Midvale Avenue North | Shoreline, WA 98133
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Meetings are conducted in a hybrid format with both in-person and virtual options to attend.

SHORELINE CITY COUNCIL SPECIAL MEETING

Monday, November 28, 2022 | 5:45p.m.

Conference Room 440 · Shoreline City Hall

Topic: Council Operations

<https://us02web.zoom.us/j/84583314568>

Phone: 253-215-8782 | Webinar ID: 845 8331 4568

SHORELINE CITY COUNCIL REGULAR MEETING AGENDA

Monday, November 28, 2022

Council Chamber · Shoreline City Hall

7:00 p.m.

<https://zoom.us/j/95015006341>

Phone: 253-215-8782 · Webinar ID: 950 1500 6341

	<u>Page</u>	<u>Estimated Time</u>
1. CALL TO ORDER		7:00
2. FLAG SALUTE/ROLL CALL		
3. APPROVAL OF THE AGENDA		
4. REPORT OF THE CITY MANAGER		
5. COUNCIL REPORTS		
6. PUBLIC COMMENT		

The City Council provides several options for public comment: in person in the Council Chamber; remote via computer or phone; or through written comment. Members of the public may address the Council during regular meetings for three minutes or less, depending on the number of people wishing to speak. The total public comment period will be no more than 30 minutes. If more than 10 people are signed up to speak, each speaker will be allocated 2 minutes. Please be advised that each speaker's comments are being recorded.



Sign up for In-Person Comment the night of the meeting. *In person speakers will be called on first.*



[Sign up for Remote Public Comment.](#) *Pre-registration is required by 6:30 p.m. the night of the meeting.*



[Submit Written Public Comment.](#) *Written comments will be presented to Council and posted to the website if received by 4:00 p.m. the night of the meeting; otherwise, they will be sent and posted the next day.*

7. CONSENT CALENDAR		7:20
(a) Approval of Minutes of Regular Meeting of November 14, 2022	<u>7a-1</u>	
(b) Approval of Expenses and Payroll as of November 10, 2022 in the Amount of \$5,532,540.91	<u>7b-1</u>	
(c) Adoption of the 2023 State Legislative Priorities	<u>7c-1</u>	
8. ACTION ITEMS		

- | | | |
|--|-------------|------|
| (a) Action on Ordinance No. 975 – 2022 Comprehensive Plan Annual Docket Amendments to the Shoreline Comprehensive Plan | <u>8a-1</u> | 7:20 |
|--|-------------|------|

9. STUDY ITEMS

- | | | |
|--|-------------|------|
| (a) Discussion of Updated Interlocal Agreement (ILA) with the King County Regional Homelessness Authority | <u>9a-1</u> | 7:35 |
| (b) Discussion of the Use of COVID Recovery Funds for Human Services in 2023 | <u>9b-1</u> | 8:10 |
| (c) Discussion of Ordinance No. 976 - Compost Procurement Ordinance Pursuant to ESSHB 1799 for Use of Compost in Public Projects | <u>9c-1</u> | 8:40 |

10. ADJOURNMENT 9:00

Any person requiring a disability accommodation should contact the City Clerk's Office at 206-801-2230 in advance for more information. For TTY service, call 206-546-0457. For up-to-date information on future agendas, call 206-801-2230 or visit the City's website at shorelinewa.gov/councilmeetings. Council meetings are shown on the City's website at the above link and on Comcast Cable Services Channel 21 and Zply Fiber Services Channel 37 on Tuesdays at 12 noon and 8 p.m., and Wednesday through Sunday at 6 a.m., 12 noon and 8 p.m.

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[LINK TO STAFF PRESENTATIONS](#)



[LINK TO PUBLIC COMMENT RECEIVED](#)

CITY OF SHORELINE
SHORELINE CITY COUNCIL
SUMMARY MINUTES OF REGULAR MEETING

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

Monday, November 14, 2022
7:00 p.m.

Council Chambers - Shoreline City Hall
17500 Midvale Avenue North

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

ABSENT: None

1. CALL TO ORDER

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

2. FLAG SALUTE/ROLL CALL

Upon roll call by the City Clerk, all Councilmembers were present except for Councilmember McConnell who arrived at 7:02 p.m.

(a) Proclamation of America Recycles Day

Mayor Scully announced the proclamation of America Recycles Day in Shoreline.

3. APPROVAL OF THE AGENDA

The agenda was approved by unanimous consent.

4. REPORT OF THE CITY MANAGER

John Norris, Interim City Manager, reported on various City meetings, projects, and events.

5. COUNCIL REPORTS

6. PUBLIC COMMENT

The Council heard comments from the public from approximately 7:06 p.m. to 7:12 p.m. Written comments were also submitted to Council prior to the meeting and are available on the [City’s website](#).

Michele Thomas, representative of the Washington Low Income Housing Alliance, commented on the Draft 2023 Legislative Priorities and highlighted the significance of affordable housing and tenant protections.

Heidi Shepherd, Shoreline resident, spoke about the Draft 2023 Legislative Priorities and encouraged Council to adopt eviction prevention measures.

7. CONSENT CALENDAR

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

- (a) Approval of Minutes of Special Meeting of October 3, 2022
Approval of Minutes of Regular Meeting of October 24, 2022**

- (b) Approval of Expenses and Payroll as of October 28, 2022 in the Amount of \$9,920,818.00**

***Payroll and Benefits:**

Payroll Period	Payment Date	EFT Numbers (EF)	Payroll Checks (PR)	Benefit Checks (AP)	Amount Paid
9/18/22 - 10/1/22	10/7/2022	104848-105073	17966-17974	86969-86971	\$528,836.80
9/18/22 - 10/1/22	10/14/2022			WT1297- WT1298	\$120,444.00
					\$649,280.80

***Wire Transfers:**

Expense Register Dated	Wire Transfer Number	Amount Paid
10/7/2022	WT1295	\$973,956.23
10/7/2022	WT1296	\$1,560,000.00
		\$2,533,956.23

***Accounts Payable Claims:**

Expense Register Dated	Check Number (Begin)	Check Number (End)	Amount Paid
10/12/2022	86901	86932	\$555,450.07
10/12/2022	86933	86967	\$1,674,690.21
10/12/2022	86968	86968	\$3,052.80
10/19/2022	86972	87015	\$966,620.19
10/19/2022	87016	87051	\$2,291,350.30
10/26/2022	87052	87074	\$1,058,645.32

10/26/2022	87075	87115	\$187,772.08
			<u>\$6,737,580.97</u>

- (c) **Authorize the City Manager to Execute a Contract with the Progress Animal Welfare Society (PAWS) for Animal Sheltering Services for 2023-2027**
- (d) **Authorize the City Manager to Execute Contract #10537 with Beckwith Consulting Group in the Amount of \$199,868 for Technical Consultation Services for the 2024-2030 Parks, Recreation, Open Space, Art and Culture Plan**
- (e) **Authorize the City Manager to Execute an Amendment to the Agreement with the South Correctional Entity (SCORE) Regional Jail for Jail Services**

8. ACTION ITEMS

- (a) Public Hearing on the 2023-2024 Proposed Biennial Budget and 2023-2028 Capital Improvement Plan, to be Set by Ord. No. 973

Ms. Lane stated that tonight is the third public hearing for the 2023-2024 Proposed Biennial Budget and 2023-2028 Capital Improvement Plan. She reviewed the total proposed budget is \$358 million and displayed the breakdown of expenditures by fund.

Mayor Scully opened the public hearing.

Carlee Rollins, Shoreline resident, said she supports adding a sidewalk on 200th Street so that she can walk to school safely.

Kathleen Russell, Shoreline resident on behalf of Save Shoreline Trees, asked Councilmembers to pass proposed Amendments #2 and #3.

Mayor Scully closed the public hearing.

Ms. Lane said there are currently ten proposed amendments to the budget and Mayor Scully asked Council if they had any questions or comments on any of the amendments.

Ms. Lane reviewed that Proposed Amendment #1 is an amendment that was recommended by the City Manager, upon approval of the Levy Lid Lift, which would increase General Fund appropriations by \$791,289 and increase the FTE count by 2.9 to address critical operational needs. There were no Council questions on this amendment.

Proposed Amendment # 2 is recommended by Councilmembers Mork, Pobee, and Roberts and would add \$50k to update the City’s Urban Tree Canopy Assessment. It was asked if this would replace the assessment planned for 2025 and Ms. Lane responded that if this amendment passes, the plan for the next assessment would be in 2027. She said there is no additional cost to do the assessment sooner.

Proposed Amendment #3 is recommended by Councilmembers Mork and Pobee and would add \$200k to complete the City's Street inventory. There was a question on whether the inventory was only targeted for heat islands and Ms. Lane responded it would be a complete street inventory.

Proposed Amendment #4 is recommended by Councilmember Mork and would increase funding by \$362k for small roads safety projects. Ms. Lane shared that it would be challenging to put this additional money to good use due to staffing capacity and that ongoing funding for additional staff would be needed to get the benefit this amendment is intended to provide. A

Councilmember cautioned that Proposition 1 is earmarked for specific programs and is not a slush fund for enhancing other services or creating new ones. Councilmembers asked about what data points are analyzed when deciding what improvements get scheduled; what it would cost to add an FTE; how much additional funding could be added before an addition FTE is needed; would a .50 FTE be sufficient; and if using a consultant was an option. Another idea expressed was that it would be better if staff identified projects for funding rather than Council just adding a lump sum of money into the small roads safety budget.

Ms. Juhnke responded that it would be difficult to recruit a .50 FTE Engineer and that it is challenging to use a consultant because they have to be managed by staff. Small safety improvements need a consultant to do design, but staff are needed to oversee the work and implementation. The traffic group is limited in size and capacity so it would be difficult to implement any additional projects.

Proposed Amendment #5, #6 and #7 are recommended by Councilmember Roberts and would add a sidewalk on 200th St NE from 30th NE to 25th Ave NE at a cost of \$1.85 million; add a sidewalk on Wallingford from N 195th to N 192nd at a cost of \$.99 million; and add a sidewalk on Wallingford from N 155th to N 150th at a cost of \$.96 million. Ms. Lane said each one of these sidewalk projects include a partial 3-year limited term .50 FTE Engineer. If Council approves all three amendments, a 1.0 FTE Engineer would be adequate. These amendments would extend the amount of sidewalk in Shoreline, however there are higher priority sidewalk projects that are not yet funded.

Councilmember Roberts spoke in support of the sidewalks stating they are all adjacent to schools and would provide safety improvements for children and the community. He noted that REET revenue is \$2.65 million over what was projected for 2021/2022, and he noted the General Fund end fund balance will be \$10.3 million at end of year. He said these funds should be used for road projects. There were questions on how many sides of the street these three sidewalks would be on, and how they would be worked into the existing sidewalk workplan. Ms. Juhnke replied that they would be on one side of the street leading to the school entrance and that by adding a limited term FTE, the goal is to install the new sidewalks without jeopardizing the construction timeline for the other sidewalks. There was concern expressed that these amendments go outside of Council's long-standing protocols for how it prioritizes funding projects and that these sidewalks add up to \$5 million which taps too far into the \$10 million fund balance. It was noted that although the prioritization process is important to have, there should be opportunity to change priorities when new information is presented.

Proposed Amendment #8 is recommended by Councilmember Roberts and would add a .50 FTE to support social media and digital communications at a cost of \$75k. It was asked if this function could be added to the new Video/Web Specialist position. Ms. Lane replied that this amendment is for a communications function and the Video/Web Specialist is a technical position. It would be difficult to get both skill sets in one candidate. Concern was expressed that people are consuming media differently nowadays and the City is not spending that much time on social media to communicate. It was asked how much money is being spent to contract for communication services. Ms. Lane said she would follow up. Councilmember Roberts said he will ask that communication program goals, approach, and outreach strategies be added as a topic at the 2023 Council Strategic Planning Workshop.

Amendment #9 is recommended by Councilmember Roberts and would install Synthetic turf field at Shoreview Park at a cost of \$700k. Councilmembers asked about the field lifespan, research on the safety of rubber, and regarding heat generated on rubber fields. Mr. Borer said there is conflicting research on the safety of rubber, but it is definitely hot. He recalled the City only uses cork on its fields, which has a lifespan of about 7 years.

Amendment #10 is recommended by Councilmember Roberts and would add ongoing funds to supplement contracted direct mental health support at a cost of \$75k. There was some hesitancy from Council in supporting this amendment until there is an analysis on what population is being targeted, what mental health support is needed and what other support is already out there in the community. Ms. Lane informed Council that there is Human Services Plan in the budget which will inform the 2025/2026 Budget. It was pointed out that although it would be ideal to wait for the Plan, it would not be adopted for at least a year and there is a need right now.

Mayor Scully concluded that the Council is scheduled to adopt the 2023-2024 Proposed Biennial Budget and 2023-2028 Capital Improvement Plan at its next meeting on November 21.

9. STUDY ITEMS

(a) Discussion the 2023 State Legislative Priorities

Intergovernmental/CMO Program Manager, Jim Hammond, and the City's Contract Lobbyist, Debora Munguia introduced themselves and spoke about the current legislative priorities. Mr. Hammond said the priorities set parameters in which staff can work to carry out Council's goals. He stated that in 2023, representatives will go into a long session of 105 days where major financial decisions will be made and policy issues of interest will be addressed.

Ms. Munguia said Shoreline is active within the Association of Washington Cities (AWC). AWC has adopted their 2023 legislatives priorities including items that address The Blake Decision, alternative response teams, increasing access to services, code responder programs, affordable housing and more. Ms. Munguia added that AWC should have a draft soon for a housing solution package the City would largely support. Mr. Hammond explained additional key policy issues including climate change and sustainability, homelessness and equitable access to housing, sustainable funding for local jurisdictions, and City fiscal health.

Mr. Hammond stated that legislators are working on gaining funding for capital investment projects. He listed the three main funding asks are to (1) complete the restroom restoration project for City parks, (2) make vacant City lots shovel-ready for future parks, and (3) improve accessibility to Richmond Beach Community Park. A funding ask may also be made by the five partner cities behind the Response Awareness, De-escalation And Referral (RADAR) response team. If funding is not secured beforehand, the ask would be made to develop a facility to support the response team. Mr. Hammond added another ask is to bring funds within the biennium for the 148th Street Non-Motorized Bridge.

Ms. Munguia spoke about the work the Washington State Tax Structure Work Group is doing to address the State's regressive tax structure. The group will take a vote at their next meeting to decide whether to explore three specific tax structure options. Ms. Munguia confirmed that they will move forward with the Margin Tax, which would replace the Business and Occupation Tax. They will not proceed with the Wealth Tax proposal but will continue to discuss a local only Property Tax Limit Factor of one percent.

Councilmember Roberts asked to have funding for a civic center/community pool added to the legislative priorities.

Regarding the Blake Decision, Mayor Scully commented that Shoreline may not want to return to incarceration without the treatment component. He offered that he would be willing to depart from AWC's stance on this issue if the community's values are not being represented. The Mayor added that he appreciates the idea of housing incentives over mandates. However, he believes it is not in Shoreline's best interest to allow cities to not meet density targets despite AWC's hands-off approach. Lastly, Mayor Scully stated that the Property Tax Limit is not a Shoreline priority. He would rather see State funding for affordable housing as a priority.

(b) Discussion on Ordinance No. 975 - 2022 Comprehensive Plan Annual Docket Amendments to the Shoreline Comprehensive Plan

Senior Planner, Steve Szafran described the Comprehensive Plan Annual Docketing process and reviewed the docketed items as follows:

- Amendment #1 Amend the Transportation Element and Transportation Master Plan
- Amendment #2 – 2024 Comprehensive Plan Major Update
- Amendment #3 – Amend the Comprehensive Plan Land Use Map Designation from Public Facility to Mixed-Use 1 and change the Zoning from Residential, 18 units/acre (R18) and Mixed-Business (MB) to Mixed-Business (MB) at the King County Metro Park & Ride Facility at 19000 Aurora Avenue N
- Amendment #4 – Amend the Land Use Element to add a new policy “Housing development and preservation of significant trees can co-exist with the goal of maintaining and increasing Shoreline’s urban tree canopy”
- Amendment #5 - Amend the Land Use Element to explicitly allow duplexes and triplexes and allow with conditions other dwelling types that are similar in scale with single family detached homes, in low density residential zones

- Amendment #6 - Amend the Comprehensive Plan Land Use Map from Public Facility to Public Open Space for parcels within the Richmond Beach Saltwater Park

Mr. Szafran concluded stating that the Planning Commission recommended approval of Amendment Nos. 1, 4, and 6, and recommended Amendment #5 be carried-over to the 2023-2024 Docket to be considered as part of the 2024 Major Update. He added that the Hearing Examiner recommended approval of Amendment #3.

Mayor Scully reminded Council of the Appearance of Fairness Doctrine and asked if there were any ex parte communications to disclose regarding amendment #3. Each Councilmember disclosed that they received an email regarding Amendment #3 but that they did not feel it affected their impartiality on the matter. Councilmember Mork disclosed she also received a second email, which she did not read.

There was a question on whether Amendment #5 would amend the Comprehensive Plan to allow duplexes and triplexes in low density residential zones, or if the amendment would direct staff to study it. Mr. Szafran and Ms. King confirmed that the Planning Commission's recommendation is to carry Amendment #5 over to the 2023-2024 Docket to be considered as part of the 2024 Major Update so there is time to study the issue.

Mayor Scully announced adoption of the 2022 Docketed items is scheduled for November 28.

10. ADJOURNMENT

At 9:04 p.m., Mayor Scully declared the meeting adjourned.

Jessica Simulcik Smith, City Clerk

CITY COUNCIL AGENDA ITEM
CITY OF SHORELINE, WASHINGTON

AGENDA TITLE:	Approval of Expenses and Payroll as of November 10, 2022
DEPARTMENT:	Administrative Services
PRESENTED BY:	Sara S. Lane, Administrative Services 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 \$5,532,540.91 specified in the following detail:

***Payroll and Benefits:**

Payroll Period	Payment Date	EFT Numbers (EF)	Payroll Checks (PR)	Benefit Checks (AP)	Amount Paid
10/2/22 - 10/15/22	10/21/2022	105074-105293	17975-17985	87116-87125	\$1,064,210.42
10/2/22 - 10/15/22	10/28/2022			WT1299-WT1300	\$117,751.08
10/16/22 - 10/29/22	11/4/2022	105294-105517	17986-17996	87252-87256	\$657,929.45
10/16/22 - 10/29/22	11/9/2022			WT1302-WT1303	\$118,569.50
					<u>\$1,958,460.45</u>

***Wire Transfers:**

Expense Register Dated	Wire Transfer Number	Amount Paid
11/2/2022	WT1301	\$7,003.94
11/9/2022	WT1304	\$20,063.69
		<u>\$27,067.63</u>

***Accounts Payable Claims:**

Expense Register Dated	Check Number (Begin)	Check Number (End)	Amount Paid
11/1/2022	87126	87155	\$774,808.92
11/1/2022	87156	87179	\$115,030.30
11/2/2022	123 void checks for unclaimed property		(\$4,261.10)
11/8/2022	87180	87180	\$79.69
11/8/2022	87181	87181	\$86.86
11/9/2022	87182	87215	\$1,217,589.73
11/9/2022	87216	87248	\$1,322,359.39
11/9/2022	86160	86160	(\$45.71)
11/9/2022	87249	87249	\$45.71
11/9/2022	87250	87250	\$117,204.32
11/9/2022	87251	87251	\$4,114.72
			<u>\$3,547,012.83</u>

Approved By: City Manager **JN**

City Attorney **MK**

CITY COUNCIL AGENDA ITEM
CITY OF SHORELINE, WASHINGTON

AGENDA TITLE:	Adoption of the 2023 State Legislative Priorities
DEPARTMENT:	City Manager's Office
PRESENTED BY:	Jim Hammond, Intergovernmental Program Manager
ACTION:	<input type="checkbox"/> Ordinance <input type="checkbox"/> Resolution <input checked="" type="checkbox"/> Motion <input type="checkbox"/> Discussion <input type="checkbox"/> Public Hearing

PROBLEM/ISSUE STATEMENT:

Tonight, Council is scheduled to adopt the City's 2023 State Legislative Priorities. For 2023, staff proposes to seek and support state funding for key investments in Shoreline's neighborhood park system; capital and other costs to stand up a Crisis Receiving Center in north King County; as well as increased funding and legislative guidance needed to enable Shoreline and other cities to effectively comply with the *Blake* decision.

In terms of additional policy goals, staff proposes to engage our legislature in order to:

- Support legislation that advances efforts to reduce greenhouse gas emissions in the transportation sector and across all other sectors.
- Effectively direct state and federal resources toward effective on-the-ground implementation of key climate action steps, such and electrification of buildings and vehicles.
- Advocate for state/local collaboration on a watershed-based approach to improving fish-blocking culverts, including improved coordination and funding.
- Improve local government financial sustainability and flexibility, with secure funding sources that rely less on regressive revenue options.
- Support efforts to continue to address homelessness and affordable housing, including enhanced protection for tenants, equitable access to housing, and support for local efforts to accommodate additional housing development, including affordable housing.

Council discussed these priorities on November 14 and directed staff to add one item, which is reflected in the priorities to be adopted tonight.

RESOURCES/FINANCIAL IMPACT:

This item has no direct financial impact.

RECOMMENDATION

Staff recommends that the City Council adopt the 2023 State Legislative Priorities.

Approved By: City Manager **JN** City Attorney **MK**

BACKGROUND

The upcoming 2023 legislative session is the first year of the State's 2023-2024 biennium, or "long" legislative session, which is scheduled to last 105 days. The City's legislative priorities provide policy direction in a highly fluid and dynamic legislative environment. They guide staff in determining whether the City supports or opposes specific legislation and amendments in Olympia during the legislative session. The City actively monitors legislative proposals at the state level, as success in advancing the City's position in Olympia depends on providing accurate and timely information to Legislators and their staff that illustrates the impacts of pending legislation on Shoreline.

The legislative priorities are the general policy positions that provide staff and Council representatives the flexibility to respond to requests for information and input. Key topics of legislation that do not fall under the adopted Legislative Priorities will be presented to the Council in regular briefings. The City also continues to partner with the Association of Washington Cities (AWC) and Sound Cities Association (SCA), each of which provides a consistent voice and a strong presence for cities in Olympia.

At its November 14th meeting, the City Council reviewed and discussed the proposed 2023 State Legislative Priorities. The staff report for this November 8th Council discussion can be found at the following link: [Discussing the 2023 State Legislative Priorities](#).

DISCUSSION

During the course of the November 14th Council discussion of the draft 2023 State Legislative Priorities, Council directed staff to add to the Priorities. Specifically, Council wished to maintain support for its effort to establish a community pool that could serve Shoreline residents.

Per the request from Council, staff drafted the following priority, which has been added as seen in Attachment A: "Maintain visibility of the need for a community pool that can serve Shoreline residents and explore opportunities for advancing funding."

Tonight, Council is scheduled to adopt the City's 2023 State Legislative Priorities.

RESOURCES/FINANCIAL IMPACT

This item has no direct financial impact.

RECOMMENDATION

Staff recommends that the City Council adopt the 2023 State Legislative Priorities.

ATTACHMENTS

Attachment A: 2023 State Legislative Priorities



City of Shoreline 2023 State Legislative Priorities

Shoreline-Specific Priorities:

- Seek Local/Community Project funding in the Capital Budget for important improvements in Shoreline parks, including renovation of outdated public restrooms at key park facilities, design of three new neighborhood parks, and improved accessibility to Richmond Beach Community Park.
- Seek funding, as part of a five-city coalition, for capital and start-up costs for the North King County Crisis Receiving Center that will provide comprehensive behavioral health crisis care and support the efforts of first responders and crisis response staff.
- Maintain visibility of the need for a community pool that can serve Shoreline residents and explore opportunities for advancing funding.

Legislative Issues the City Supports:

- Support legislation that better enables the City to comply with the *Blake* decision, including:
 - Funding support for required changes to criminal justice operations, such as conviction vacations, financial repayments, diversion programs and municipal court changes;
 - Funding for behavioral health-oriented community responders, as well as associated facilities that support treatment and crisis response;
 - Clarification of the crime of possession and modification of the current referral requirement system.
- Support legislation that reduces greenhouse gas emissions addresses climate change impacts, across all sectors, and promotes sustainable practices.
- Support efforts to direct state and federal climate action resources, including funding from the state Climate Commitment Act and federal Inflation Reduction Act, toward on-the-ground implementation of local climate action in key sectors, such as building electrification and electric vehicle adoption.

- Continue to advance a watershed-based approach and strategic plan to address local fish-blocking culverts along with state culverts; seek state resources to correct locally owned culverts as a part of the state's overall resolution to the culvert injunction.
- Continue to support legislation that addresses homelessness and increase equitable access to housing through such actions as measures that strengthen and better enforce statewide renter protections, as well as incentives and support for local efforts to accommodate additional housing development, including affordable housing.
- Identify sustainable, ongoing transportation funding options for local jurisdictions, including Road Usage Charge with flexibility to use the funding that meets each community's specific needs.
- Preserve City fiscal health with secure funding sources, including:
 - Efforts to review and revise both state and local tax structures so they rely less on regressive revenue options, without negatively impacting local revenue authority.
 - Removal of the existing 1% property tax limitation, or revision that indexes it to inflation, population growth, or some related indicator.
- Support ongoing state funding for local park maintenance and operations needs.

CITY COUNCIL AGENDA ITEM
CITY OF SHORELINE, WASHINGTON

AGENDA TITLE:	Action on Ordinance No. 975 – 2022 Comprehensive Plan Annual Docket Amendments to the Shoreline Comprehensive Plan and Concurrent Rezone		
DEPARTMENT:	Planning & Community Development		
PRESENTED BY:	Steven Szafran, AICP, Senior Planner Rachael Markle, AICP, Director		
ACTION:	<input checked="" type="checkbox"/> Ordinance	<input type="checkbox"/> Resolution	<input type="checkbox"/> Motion
	<input type="checkbox"/> Discussion	<input type="checkbox"/> Public Hearing	

PROBLEM/ISSUE STATEMENT:

The State Growth Management Act, Chapter 36.70A RCW, limits review of proposed Comprehensive Plan Amendments to once a year with limited exceptions. Proposed amendments are collected throughout a given year with a deadline of December 1 for public submissions of suggested amendments to be considered in the following year. The Comprehensive Plan Amendment Docket (Docket) establishes the proposed amendments that will be reviewed and studied during the year by staff and the Planning Commission prior to the Planning Commission providing a recommendation to the City Council for final approval through the adoption of an ordinance amending the Comprehensive Plan. The Council established the final 2022 Docket on April 11, 2022. Also included with one of the proposed amendment, Amendment No. 3, is a site-specific concurrent rezone which involved a public hearing before the Hearing Examiner and a recommendation by the Hearing Examiner, with final action by the City Council through the adoption of an Ordinance

The 2022 Docket consists of two (2) privately initiated and four (4) City-initiated amendments. Proposed Ordinance No. 975 would amend the City’s Comprehensive Plan consistent with the Planning Commission’s recommendation on the 2022 Docket and the Hearing Examiner’s recommendation on Amendment No. 3, which were provided to Council on October 6, 2022, and September 27, 2022, respectively. Tonight, the City Council is scheduled to adopt proposed Ordinance No. 975.

RESOURCE/FINANCIAL IMPACT:

The proposed Comprehensive Plan Amendments and concurrent rezone are not anticipated to have a resource or financial impact. The direction for staff to include Amendment No. 5 in the 2024 Major Update has funding provided by a Department of Commerce grant which, if necessary, would be supplemented by funds budgeted for the 2024 Major Update.

RECOMMENDATION

Staff recommends that the City Council adopt proposed Ordinance No. 975, which would accept the Planning Commission's recommendation for amending the Comprehensive Plan as set forth in Amendment Nos. 1, 4 and 6, direct staff to incorporate the study of Amendment No. 5 into the 2024 major update of the Comprehensive Plan, and accept the Hearing Examiner's recommendation to amend the Comprehensive Plan and the Official Zoning Map as set forth in Amendment No. 3.

Approved By: City Manager **JN** City Attorney **MK**

BACKGROUND

The State Growth Management Act, Chapter 36.70A RCW, limits review of proposed Comprehensive Plan Amendments to once a year with limited exceptions. To ensure that the public can view the proposals within a citywide context, the Growth Management Act directs cities to create a docket that lists the CPAs to be considered in this “once a year” review process.

Anyone can propose an amendment to the Comprehensive Plan. Comprehensive Plan amendments usually take two forms: privately initiated amendments and City-initiated amendments. Comprehensive Plan amendments must be submitted by December 1 to be considered in the following year and there is no fee for general text amendments. The process for accepting and reviewing Comprehensive Plan amendments for the annual docket is prescribed in Shoreline Municipal Code (SMC) Section 20.30.340(C).

The docket establishes the amendments that will be reviewed and studied by staff, the Planning Commission, and the Hearing Examiner prior to their recommendation to the City Council for final approval to amend the Comprehensive Plan.

The Council discussed the Preliminary 2022 Comprehensive Plan Docket (Docket), as recommended by the Planning Commission, and discussed the addition of two additional amendments related to missing-middle housing and density on March 7, 2022. This staff report can be found at the following link: [Discussion of the 2022 Comprehensive Plan Amendment Docket](#).

The City Council discussed the proposed Comprehensive Plan Amendments and Concurrent Rezone addressed in proposed Ordinance 975 on November 14, 2022. The staff report and attachments for the November 14 Council meeting can be found at the following link: [Discussion of Ordinance No. 975 – 2022 Comprehensive Plan Annual Docket Amendments to the Shoreline Comprehensive Plan](#).

The following table shows the Planning Commission and Hearing Examiner Recommendations for the proposed amendments:

Planning Commission and Hearing Examiner Summary Recommendation

Comprehensive Plan Amendment and Concurrent Rezone	Planning Commission/Hearing Examiner Recommendation
1. Amend the Transportation Master Plan and Transportation Element which includes updated goals and policies.	<i>Approve</i>
2. 2024 Comprehensive Plan Major Update. Begin the update of the City of Shoreline Comprehensive Plan.	<i>No Action</i>
3. Amend the Comprehensive Plan Land Use Map Designation from Public Facility to Mixed-Use 1 and change the Zoning from Residential, 18 units/acre (R-18) and Mixed-Business (MB) to Mixed-Business (MB) at the	<i>Approve (HE)</i>

King County Metro Park & Ride Facility at 19000 Aurora Avenue N.	
4. Amend the Land Use Element to add a new policy, “Housing development and preservation of significant trees can co-exist with the goal of maintaining and increasing Shoreline’s urban tree canopy”.	<i>Approve with Staff recommended language</i>
5. Amend the Land Use Element to explicitly allow duplexes and triplexes and allow with conditions other dwelling types that are similar in scale with single family detached homes, in low density residential zones.	<i>Include with 2024 major update of the Comprehensive Plan</i>
6. Amend the Comprehensive Plan Land Use Map from Public Facility to Public Open Space for parcels within the Richmond Beach Saltwater Park.	<i>Approve</i>

Proposed Ordinance No. 975 (Attachment D, Exhibits A – B) reflects the Planning Commission and Hearing Examiner recommendations on the 2022 Comprehensive Plan Docket, including the concurrent rezone.

DISCUSSION

At the November 14, 2022, meeting, the City Council did not have any proposed changes to the recommendations of the Planning Commission or the Hearing Examiner. Council did inquire about the schedule for including Amendment No. 5 into the 2024 Comprehensive Plan Major Update. Amendment No. 5 will be addressed in the middle-housing study funded by a Department of Commerce grant. The study will inform potential goals and policies that can be incorporated into elements of the Comprehensive Plan, such as Housing and/or Land Use. This work will include robust public outreach and participation throughout 2023 and 2024.

MOTION

If Council would like to approve the Planning Commission’s and Hearing Examiner’s recommendation, a Council member would need to move the Planning Commission’s and Hearing Examiner’s recommendation as follows:

I move adoption of Ordinance No. 975, which would accept the Planning Commission’s recommendation for amending the Comprehensive Plan as set forth in Amendment Nos. 1, 4 and 6, direct staff to incorporate the study of Amendment No. 5 into the 2024 major update of the Comprehensive Plan, and accept the Hearing Examiner’s recommendation to amend the Comprehensive Plan and the Official Zoning Map as set forth in Amendment No. 3.

RESOURCE/FINANCIAL IMPACT

The proposed Comprehensive Plan Amendments and concurrent rezone are not anticipated to have a resource or financial impact. The direction for staff to include Amendment No. 5 in the 2024 Major Update has funding provided by a Department of

Commerce grant which, if necessary, would be supplemented by funds budgeted for the 2024 Major Update.

RECOMMENDATION

Staff recommends that the City Council adopt proposed Ordinance No. 975, which would accept the Planning Commission's recommendation for amending the Comprehensive Plan as set forth in Amendment Nos. 1, 4 and 6, direct staff to incorporate the study of Amendment No. 5 into the 2024 major update of the Comprehensive Plan, and accept the Hearing Examiner's recommendation to amend the Comprehensive Plan and the Official Zoning Map as set forth in Amendment No. 3.

ATTACHMENTS

- Attachment A – 2022 Comprehensive Plan Docket
- Attachment B – Planning Commission Recommendation
- Attachment C – Hearing Examiner Recommendation – King County Park and Ride Site-Specific Comprehensive Plan Map Amendment and Concurrent Rezone
- Attachment D – Proposed Ordinance No. 975
 - Attachment D, Exhibit A-1 – Final Transportation Element
 - Attachment D, Exhibit A-2 – Comprehensive Plan Map Amendment – King County Park and Ride
 - Attachment D, Exhibit A-3 – New Land Use Element Policy – LU5
 - Attachment D, Exhibit A-4 – Comprehensive Plan Land Use Map Amendment – Richmond Beach Saltwater Park Parcel 9010
 - Attachment D, Exhibit A-5 – Comprehensive Plan Land Use Map Amendment – Richmond Beach Saltwater Park Parcel 9073
 - Attachment D, Exhibit B – Zoning Amendment – King County Park and Ride



FINAL 2022 COMPREHENSIVE PLAN AMENDMENT DOCKET

The State Growth Management Act generally limits the City to amending its Comprehensive Plan once a year and requires that it create a Docket (or list) of the amendments to be reviewed.

1. Amend the Transportation Master Plan and Transportation Element which includes updated goals and policies.
2. 2024 Comprehensive Plan Major Update. Begin the update of the City of Shoreline Comprehensive Plan.
3. Amend the Comprehensive Plan Land Use Map Designation from Public Facility to Mixed-Use 1 and change the Zoning from Residential, 18 units/acre (R-18) and Mixed-Business (MB) to Mixed-Business (MB) at the King County Metro Park & Ride Facility at 19000 Aurora Avenue N.
4. Amend the Land Use Element to add a new policy "Housing development and preservation of significant trees can co-exist with the goal of maintaining and increasing Shoreline's urban tree canopy".
5. Amend the Land Use Element to explicitly allow duplexes and triplexes and allow with conditions other dwelling types that are similar in scale with single family detached homes, in low density residential zones.
6. Amend the Comprehensive Plan Land Use Map from Public Facility to Public Open Space for parcels within the Richmond Beach Saltwater Park.

Estimated timeframe for Council review/adoption: December 2022.

Attachment B



TO: Honorable Members of the Shoreline City Council

FROM: Pam Sager, Chair*
Shoreline Planning Commission

DATE: October 26, 2022

RE: 2022 Comprehensive Plan Annual Docket Amendments

The Shoreline Planning Commission has completed its review of the 2022 Comprehensive Plan Annual Docket Amendments that the City Council placed on the Final Annual Docket in April 2022. After the Final Annual Docket was established, the Planning Commission held a study session on four (4) of the proposed amendments for which the Planning Commission has recommendation authority and a public hearing on the same. The Shoreline Planning Commission was not required to make a recommendation on Proposed Amendment No. 3, amending the Comprehensive Land Use Map and Zoning Map for 19000 Aurora Avenue N as the City of Shoreline Hearing Examiner conducted the public hearing and issued a recommendation to the City Council related to this proposed amendment. No action was required for Proposed Amendment No. 2 as it merely provided direction to start the 2024 Comprehensive Plan Major Update.

In consideration of the Planning Staff's recommendations, written and oral public testimony, and the decision criteria set forth in SMC 20.30.340 for comprehensive plan amendments, the Planning Commission respectfully recommends by a vote of seven (7) to 0:

- Proposed Amendment No. 1 - APPROVE

Amend the Transportation Master Plan and Transportation Element which includes updated goals and polices.

- Proposed Amendment No. 4 – APPROVE AS MODIFIED

Amend the Land Use Element to add a new policy “Develop regulations to maintain and increase Shoreline’s urban tree canopy with the goal of encouraging tree retention and protection while also increasing housing opportunities and choice.”

- Proposed Amendment No. 5 – DEFER FOR INCLUSION IN 2024 COMPREHENSIVE PLAN MAJOR UPDATE

Amend the Land Use Element to explicitly allow duplexes and triplexes and allow with conditions other dwelling types that are similar in scale with single family detached homes, in low density residential zones.

- Proposed Amendment No. 6 – APPROVE

Amend the Comprehensive Plan Land Use Map from Public Facility to Public Open Space for parcels within the Richmond Beach Saltwater Park.

**BEFORE THE HEARING EXAMINER
FOR THE CITY OF SHORELINE**

In the Matter of the Application of)	No. PLN22-0113
)	
Gillian Zacharias, on behalf of)	King County Metro Park & Ride
King County Metro Transit Department)	Site-Specific Comprehensive Plan
)	Amendment and Rezone
)	
For Approval of a Site-Specific)	
Comprehensive Plan Land Use Map)	FINDINGS, CONCLUSIONS,
<u>Amendment and Concurrent Rezone</u>)	AND RECOMMENDATION

SUMMARY OF RECOMMENDATION

The Hearing Examiner recommends that the City Council **APPROVE** the request for a site-specific Comprehensive Plan Land Use Map amendment to redesignate a 5.34-acre parcel, located at 18821 Aurora Avenue N., from the “Public Facility” land use designation to the “Mixed-Use 1” land use designation and to concurrently rezone the same property from its current split-zoning classification of “Mixed Business” (the larger, eastern portion of the property) and “Residential-18” (the smaller, western portion of the property), entirely to the “Mixed Business” zoning classification.

SUMMARY OF RECORD

Hearing:

The Hearing Examiner held an open record hearing on the request on September 27, 2022, utilizing a hybrid approach allowing for participation in person or through remote access technology.

Testimony:

The following individuals testified under oath at the open record hearing:

- Steven Szafran, City Senior Planner
- Tom McCormick
- Kathleen Russell
- Lawrence Chung, Applicant Representative

Exhibits:

The following exhibits were admitted into the record:

1. Staff Report, dated August 22, 2022
2. Permit Application, dated August 3, 2022
3. Site Plan, dated April 7, 2016

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4. Vicinity Map, undated
5. Proposed Update to Zoning Map, dated June 24, 2022
6. Transit Oriented Development Feasibility and Community Goals for the Shoreline Park and Ride, dated June 30, 2022
7. Proposed Update to Comprehensive Plan Land Use Map, dated June 22, 2022
8. Neighborhood Meeting Summary, dated August 3, 2022
9. Notice of Application, issued August 4, 2022
10. Notice of Public Hearing, issued August 25, 2022
11. Public Comments:
 - a. Comment from Linda Lawrukovich
 - b. Comment from Ameer and Jodi Dixit
 - c. Comment from Glen Gersmehl
 - d. Comment from Jocelyn Hudson
 - e. Comment from “neighbors in the Aurora project”
12. Determination of Nonsignificance, issued August 25, 2022
13. Additional Comment from Linda Lawrukovich, dated September 18, 2022
14. Public Comments received on September 27, 2022
 - a. Comment from Boni Biery, dated September 26, 2022
 - b. Comment from Save Shoreline Trees, dated September 27, 2022
15. Additional Public Comments:
 - a. Comment from Tom McCormick, dated September 27, 2022
 - b. Comment from Kathleen Russell, dated September 27, 2022
 - c. Comment from Sigrid Strom, dated September 3, 2022
16. City Staff Presentation

The Hearing Examiner enters the following findings and conclusions based upon the testimony at the open record hearing and the admitted exhibits:

FINDINGS

Application and Notice

1. Gillian Zacharias, on behalf of King County Metro Transit Department (Applicant), requests a site-specific Comprehensive Plan Land Use Map amendment to redesignate a 5.34-acre parcel from the “Public Facility” land use designation to the “Mixed-Use 1” land use designation. The Applicant also requests a concurrent site-specific rezone of the same property from its current split-zoning classification of “Mixed Business” (MB) and “Residential-18” (R-18), entirely to the MB zoning classification. The property has been used as a park-and-ride facility for several years and currently provides 393 free commuter parking spaces, one active bus bay, three bus layover spaces, and a comfort station for King County Metro drivers. Although there is no specific development proposal being reviewed in this request for a site-specific Comprehensive Plan amendment and rezone, the Applicant has indicated that the request would facilitate a Transit Oriented Development (TOD) consisting of higher-density housing, commercial

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uses, public gathering space, open space, and commuter parking spaces. The property is located at 18821 Aurora Avenue N.¹ *Exhibit 1, Staff Report, pages 1 and 2; Exhibits 2 through 7.*

2. On August 1, 2022, the Applicant held a preapplication neighborhood meeting on the proposal, using remote access technology, as required under Shoreline Municipal Code (SMC) 20.30.090. Several members of the public attended the neighborhood meeting and raised concerns related to potential future development of the property that would be allowed under the proposed Comprehensive Plan amendment and rezone. Specifically, members of the public attending the meeting noted that there is already significant redevelopment along the Aurora Avenue corridor and expressed concerns about existing parking issues in the area, building height impacts on single-family residential development to the west, lack of affordable housing in the area, and existing transit safety issues. *Exhibit 1, Staff Report, page 3; Exhibit 8.*
3. The City of Shoreline (City) determined that the application was complete on August 4, 2022. The same day, the City provided notice of the application by mailing notice to property owners and residents within 500 feet of the site, posting notice on-site and on the City website, and publishing notice in *The Seattle Times*, with a comment deadline of August 19, 2022. On August 25, 2022, the City provided notice of the open record hearing associated with the application in the same manner. It is the policy of the Hearing Examiner to accept additional written comments on a proposal up until the commencement of the open record hearing. *Exhibit 1, Staff Report, page 3; Exhibit 9; Exhibit 10.*
4. The City received several comments on the proposal from members of the public in response to its notice materials. Specifically:
 - Linda Lawrukovich expressed concerns that there was insufficient data collected about an anticipated decline in park-and-ride usage supporting redevelopment of the site. She noted that the park-and-ride was highly utilized prior to the COVID-19 pandemic and could again return to higher levels of usage as people transition from working at home to an office setting. Ms. Lawrukovich further noted that there are already several large apartment complexes being developed in the area and raised concerns about parking and visual impacts to the neighborhood from higher-intensity uses of the property that would be allowed if the requested Comprehensive Plan amendment and rezone are approved.
 - Ameer and Jodi Dixit raised concerns about overdevelopment within the Aurora Avenue corridor and about the traffic, parking, and open space impacts that could occur if the property were allowed to be redeveloped with higher intensity uses.

¹ The subject property is identified by tax parcel number 7283900500. *Exhibit 1, Staff Report, page 1.* A legal description of the property is provided with the staff report. *Exhibit 1, Staff Report, page 1*

- Glen Gersmehl raised concerns that the proposal could adversely affect the city’s existing tree canopy.
- Jocelyn Hudson expressed concerns about the level of development occurring within the Aurora Avenue corridor and about its impacts to the city’s tree canopy.
- An unnamed area resident requested that any review of proposed future development of the site consider traffic, noise, parking, and safety impacts to the nearby residential neighborhood.
- Boni Biery raised concerns that a rezone of the property to entirely MB could lead to greater tree removal from the property. She also raised concerns about the environmental impacts that could occur from a redevelopment of the site to higher intensity uses.
- Save Shoreline Trees echoed the concerns raised by Boni Biery regarding potential tree removal and environmental impacts that occur from a redevelopment of the site to higher intensity uses.
- Kathleen Russell reiterated the concerns raised by Boni Biery and Save Shoreline Trees. She also raised concerns that the City has not provided enough information to the public regarding existing development to evaluate whether a rezone of the property would be warranted to support additional population and economic growth in the area.
- Sigrid Strom raised concerns about the environmental review of the proposal and requested that that a full Environmental Impact Statement be required.
- Tom McCormick expressed opposition to the proposal, primarily raising concerns about the proposal to rezone the western portion of the property from R-18 to MB. He noted in this regard that this portion of the property is not located along the Aurora Avenue corridor and abuts properties within the R-6 and R-12 zoning districts. Mr. McCormick also noted that City staff had not analyzed the impacts of the requested rezone on adjacent property to the west, which the City is in the process of acquiring for a new public park, stressing that the R-18 zoning on the western portion of the subject property would help to retain a buffer transition between the future park and high-intensity development on the eastern, MB-zoned portion of the property. He further noted that the current park-and-ride use of the property has not yet been discontinued and, therefore, a redesignation of the property from the Public Facility designation to the Mixed-Use 1 designation would be inconsistent with the Comprehensive Plan.

Exhibit 1, Staff Report, page 3; Exhibit 11; Exhibits 13 through 15.

State Environmental Policy Act

5. The City acted as lead agency and analyzed the environmental impacts of the proposed rezone under the State Environmental Policy Act (SEPA), Chapter 43.21C Revised Code of Washington (RCW). The City did not receive any comments on the environmental review of the proposal from reviewing agencies but, as noted above, it received several

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comments from members of the public concerning the environmental impacts of the proposal. The City reviewed the Applicant’s environmental checklist and other information on file and determined that the proposal would not have a probable significant adverse impact on the environment. Accordingly, the City’s SEPA Responsible Official issued a Determination of Nonsignificance (DNS) on August 25, 2022. City Senior Planner Steven Szafran testified at the hearing that the DNS could be appealed together with any appeal of the City Council’s final decision on the site-specific Comprehensive Plan amendment and concurrent rezone request. *Exhibit 1, Staff Report, page 3; Exhibit 12; Exhibit 14; Exhibit 15.*

Comprehensive Plan and Zoning

6. The 5.34-acre subject property and an adjacent property to the west are designated “Public Facility” under the City Comprehensive Plan. Properties to the north, across N. 192nd Street, and an adjacent property to the south along Aurora Avenue N. are designated “Mixed-Use 1.” Properties to the east, across Aurora Avenue N., are designated Mixed-Use 1 and Public Facility. Remaining properties to the west and south are designated “Low Density Residential.” The Comprehensive Plan describes the intent of the Public Facility land use designations as follows: “The Public Facilities land use designation applies to a number of current or proposed facilities within the community. If the use becomes discontinued, underlying zoning shall remain unless adjusted by a formal amendment.” *Comprehensive Plan Land Use Policy LU18.* The Mixed-Use 1 land use designations is described by the Comprehensive Plan as follows:

The Mixed-Use 1 (MU1) designation encourages the development of walkable places with architectural interest that integrate a wide variety of retail, office, and service uses, along with form-based maximum density residential uses. Transition to adjacent single-family neighborhoods may be accomplished through appropriate design solutions. Limited manufacturing uses may be permitted under certain conditions.

Comprehensive Plan Land Use Policy LU9. Exhibit 1, Staff Report, page 2; Exhibit 7.

7. City staff identified the following Comprehensive Plan goals and policies as relevant to the proposal:
- Encourage development that creates a variety of housing, shopping, entertainment, recreation, gathering spaces, employment, and services that are accessible to neighborhoods. [Land Use Goal LU I]
 - Establish land use patterns that promote walking, biking, and using transit to access goods, services, education, employment, [and] recreation. [Land Use Goal LU II]

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- Encourage redevelopment of the Aurora corridor from a commercial strip to distinct centers with variety, activity, and interest. [Land Use Goal LU VIII]
- Provide, through land use regulation, the potential for a broad range of housing choices and levels of affordability to meet the changing needs of a diverse community. [Land Use Policy LU8]
- Work with neighborhood groups, business owners, regional transit providers, public entities, and other stakeholders to identify and fund additional improvements that can be efficiently constructed in conjunction with light rail and other transit facilities. [Land Use Policy LU26]

Exhibit 1, Staff Report, pages 6 and 7.

8. King County Countywide Planning Policies (CPPs) create a shared framework for growth management planning for all jurisdictions in King County, and the 2021 CPPs were designed to provide guidance in advance of the 2024 periodic update of comprehensive plans for jurisdictions within King County. City staff identified the following 2021 CPPs as relevant to the proposal:

- Prioritize housing and employment growth in cities and centers within the Urban Growth Area, where residents and workers have higher access to opportunity and high-capacity transit. Promote a pattern of compact development within the Urban Growth Area that includes housing at a range of urban densities, commercial and industrial development, and other urban facilities, including medical, governmental, institutional, and educational uses and schools, and parks and open space. [Development Patterns Policy DP-2]
- Develop and use residential, commercial, and manufacturing land efficiently in the Urban Growth Area to create healthy, vibrant, and equitable urban communities with a full range of urban services . . . by using such methods as: . . . c) Providing opportunities for greater housing growth closer to areas of high employment to reduce commute times; [and] d) Optimizing the use of existing capacity for housing and employment. [Development Patterns Policy DP-3]
- Implement strategies to overcome cost barriers to housing affordability. [Housing Policy H-13]

Exhibit 1, Staff Report, pages 5 and 6.

9. As noted above, the property’s zoning is currently split between R-18 and MB and is proposed to be rezoned to only MB. The purpose of the City’s high density residential zoning districts, including the R-18 zone, is “to provide for a mix of predominantly apartment and townhouse dwelling units and other compatible uses.” *SMC 20.40.030.C*. In contrast, the purpose of the MB zone is to “encourage the development of vertical

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and/or horizontal mixed-use buildings or developments along the Aurora Avenue and Ballinger Way corridors.” *SMC 20.40.040.C. Exhibit 1, Staff Report, page 3; Exhibit 5.*

10. The R-18 zoning district allows for a wide range of residential uses, including attached and detached single-family, multifamily, affordable housing, mobile home parks, manufactured homes, and group residences, as well as some temporary lodging uses that include bed and breakfasts and recreational vehicles. *SMC 20.40.120.* In contrast, residential uses allowed in the MB zone are more limited and include multifamily, affordable housing, assisted living facilities, boarding houses, bed and breakfasts, and recreational vehicles. *SMC 20.40.120.* Additional residential uses allowed in the MB zone, but not the R-18 zone, include homeless shelters, enhanced shelters, and hotels/motels. *SMC 20.40.120.* Some retail and service uses are also allowed in the R-18 zoning district, either outright or with a conditional use permit, and include book and video stores, cemeteries, houses of worship, funeral homes, daycare facilities, eating and drinking establishments, professional offices, marijuana operations, and veterinary clinics. *SMC 20.40.130.* In contrast, the MB zone allows for all listed retail and service uses, either outright, with a conditional use permit, or with a special use permit. *SMC 20.40.140.*

Dimensional standards for the R-18 zone include a required based density of 18 dwelling units per acre, a minimum density of 8 dwelling units per acre, a minimum front setback of 10 feet, minimum rear and side setbacks of 5 feet, a maximum building base height of 35 feet, 60 percent maximum building coverage, and 85 percent maximum hardscape. *SMC Table 20.50.020(1).* In contrast, dimensional standards for the MB zone require a maximum building base height of 70 feet and 95 percent maximum hardscape. *SMC Table 20.50.020(3).* Setback requirements for the MB zone vary depending on the zoning classification for abutting properties, with development on MB-zoned property abutting or directly across street rights-of-way from R-4, R-6, or R-8 zones required to meet the transition area standards of *SMC 20.50.021. SMC Table 20.50.020(3).* The MB zone does not contain any specific residential density requirements, with density limited only by the extent of development that may be achieved in compliance with the dimensional standards and setback requirements described above, as well as with any other applicable development regulations or design requirements of the municipal code. *Exhibit 1, Staff Report, page 3; Exhibit 5.*

Existing and Surrounding Property

11. The 5.34-acre subject property is located along Aurora Avenue N. and is flat within its developed portions. Aurora Avenue N. slopes up to the south, such that a portion of the property is below street grade. No critical areas were identified on the property. As noted above, the property is currently used as a park-and-ride facility with 393 commuter parking spaces, an access road connecting to N. 192nd Street to the north and to Aurora Avenue N. to the east, one active bus bay, three bus layover spaces, and a comfort station

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for King County Metro drivers. The Applicant prepared a study titled, “Transit Oriented Development Feasibility and Community Goals for the Shoreline Park and Ride” (TOD Report), dated June 30, 2022, which addresses the development potential of the subject property.

The TOD Report notes that the Applicant purchased the property from the Washington State Department of Transportation (WSDOT) in 2017, subject to an agreement requiring the Applicant to maintain 401 stalls for commuter-only 24-hour free parking. The TOD Report further notes that bus transit service to the site is expected to change in 2024, after Sound Transit Link light rail service begins operating in the area, resulting in less demand for the existing park-and-ride facility. The TOD Report states that, in light of this decreased demand, the Applicant could either negotiate with WSDOT to reduce the required transit parking or seek a shared parking arrangement with a future development of the site. In addition, the TOD Report notes that future development of the site could address an increased demand for affordable housing choices in the area. Properties in the vicinity along Aurora Avenue N. are zoned MB and are developed with various commercial uses that include retail stores, self-storage, and a YMCA, as well as multifamily residential buildings that are currently under construction. Properties to the west are zoned R-6 and R-18. The R-6 zoned properties are mostly developed with single-family residences, and City Senior Planner Steven Szafran testified at the hearing that the City is in the process of acquiring the R-18 zoned property for the development of a public park. *Exhibit 1, Staff Report, page 2; Exhibits 3 through 7; Testimony of Mr. Szafran.*

Comprehensive Plan Amendment and Rezone Request

12. SMC 20.30.345 provides a process for obtaining a site-specific amendment to a Comprehensive Plan land use designation and zoning classification for a property. SMC 20.30.345.A provides:

Site-specific Comprehensive Plan map amendments are a mechanism by which the City Council may modify the land use map of the Comprehensive Plan, in accordance with the provisions of the Growth Management Act, in order to implement a concurrent site-specific rezone in response to changing circumstances of needs of the City. The purpose of this section is to establish such a procedure for amending the City’s Comprehensive Plan land use map in conjunction with a rezone.

Exhibit 1, Staff Report, page 3.

13. Under SMC 20.30.345.B, the Hearing Examiner may recommend, and the City Council may approve, or approve with modifications, an amendment to the Comprehensive Plan land use map if certain specified criteria are met. Among these criteria is a requirement that the proposed amendment be consistent with the Growth Management Act (GMA). Addressing this requirement, City staff analyzed the proposal and determined that it

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would be consistent with several GMA planning goals under RCW 36.70A.020. These goals are listed below, together with City's staff analysis (in italics):

- **Urban Growth.** Encourage development in urban areas where adequate public facilities and services exist or can be provided in an efficient manner. [RCW 36.70A.020(1)]. *The request would allow more intensive redevelopment for commercial and residential uses in a highly urban area of the city. The future transportation need for the park and ride is expected to decline because existing north-south rapid bus service in the Aurora Avenue corridor will be replaced by Sound Transit's light rail service. At that point, the Public Facility use would be underdeveloped for its location within the larger Mixed-Use 1/Town Center areas to the north, east, and south. The redevelopment options that would be allowed by the Mixed-Use 1 designation would address the future decline in demand and support this GMA goal.*
- **Reduce Sprawl.** Reduce the inappropriate conversion of undeveloped land into sprawling, low-density development. [RCW 36.70A.020(2)]. *The requested Comprehensive Plan amendment and concurrent rezone would encourage redevelopment of approximately five acres that are expected to be underutilized by 2024 into dense residential and commercial or community uses consistent with other planned, mixed uses in the Aurora corridor. The redevelopment would be appropriate because other underutilized parcels nearby are currently being or have already been redeveloped. Accordingly, the requested Comprehensive Plan amendment and rezone would be consistent with this GMA goal.*
- **Transportation.** Encourage efficient multimodal transportation systems that are based on regional priorities and coordinated with county and city comprehensive plans. [RCW 36.70A.020(3)]. *Transit-oriented development consisting of mixed uses is based on the premise that certain densities of residential development combined with supporting community and commercial uses are required to support efficient mass transit. The requested Comprehensive Plan amendment and concurrent rezone would therefore be consistent with this GMA goal.*
- **Housing.** Plan for and accommodate housing affordable to all economic segments of the population of this state, promote a variety of residential densities and housing types, and encourage preservation of existing housing stock. [RCW 36.70A.020(4)]. *The Comprehensive Plan amendment would allow King County to implement its affordable housing TOD policy whereby underutilized park and ride lots can be offered to developers for proposals to develop market rate and affordable housing. The amendment would permit the rezone of the property to higher-density housing, commercial, and community uses as envisioned by the TOD policy. The Comprehensive Plan amendment and rezone would therefore be consistent with this GMA goal.*

Exhibit 1, Staff Report, pages 4 and 5.

14. City staff also determined that the proposal would satisfy the remaining site-specific Comprehensive Plan amendment and rezone criteria under SMC 20.30.345.B, noting:
- The proposed Comprehensive Plan amendment would address changing circumstances and changing community values because the park and ride lot is expected to become less utilized once light rail service commences. In addition, the City has identified the area around the park and ride and along Aurora Avenue for intensive commercial and residential uses. Local stakeholders also have expressed a desire for more housing opportunities and supporting accessory uses. The rezone to MB would implement the changes that serve as a basis for the Comprehensive Plan amendment. The proposed Comprehensive Plan amendment does not involve a subarea plan and would not correct information contained in the Comprehensive Plan.
 - The Mixed-Use 1 designation and concurrent rezone would benefit the community by permitting the property to be redeveloped more efficiently to provide housing, commercial, and community uses instead of only vehicle parking. A certain amount of the park and ride use would likely remain, depending on agreement with WSDOT, such that the benefit of the existing transit-related use would likely remain within a layered parking structure rather than in a single parking lot. The proposed Comprehensive Plan amendment would be consistent with existing Mixed-Use 1 designations to the north, south, and east and would therefore not adversely affect public health, safety or general welfare.
 - King County Metro, the King County Department of Community and Human Services (DCHS), and City staff collaborated on the list of community stakeholders for the public engagement process. King County Metro, supported by a consultant team, ran a four-workshop engagement process. At the conclusion of the workshop series, the high-level project goals identified by participants included: (1) prioritizing family-sized affordable housing; (2) seeking restaurants or cafés as a ground floor use; (3) including a playground; (4) targeting housing affordable to households making 60 percent of area median income; (5) creating a community hub as a ground floor use; (6) providing a community garden or green space; (7) seeking a pharmacy or urgent care clinic as a ground floor tenant; and (8) providing free parking. Community stakeholders engaged in the workshops expressed support for development on the property and the inclusion of affordable housing in any future development.
 - The property is currently split-zoned as R-18 and MB. The R-18 residential zoning and underlying Comprehensive Plan designation of Public Facility do not achieve consistency with the surrounding land use designation of Mixed-Use 1, which encourages high-density residential, commercial uses, and other uses supporting a mixed-use walkable community. Amending the designation to Mixed-Use 1 would be implemented by the proposed MB zoning district.

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- High-density residential uses are intended in the MB zoning district. The requested rezone to MB would expand the combination of permitted uses on the property as compared to its current split-zoning of MB and R-18. The rezone would increase the allowed density, which is constrained by size of structures rather than by allowed units per acre as under R-18. The flexibility in development standards in the MB zone would allow a variety of options in site layout to avoid undue impacts on the single-family neighborhood to the west. Any future development of the site would be required to comply with transition area standards under SMC 20.50.021. These transition standards would create effective transitions between high intensity uses and the lower residential densities to the southwest.
- The expansion of permitted uses would not be materially detrimental to the uses on the R-18-zoned property to the west because it is undeveloped. If developed to the R-18 density, the parcel to the west would provide a transition from the MB zone to the single-family uses farther west. The rezone on the interior of the site would not be noticeably different than those uses that are currently in the area because parcels to the north, south, and east (across Aurora Avenue N.) are zoned MB. The future use that would be allowed under a rezone would be different as compared to the current park and ride use of the site, but this change could be beneficial because it would support the more intensive surrounding uses.
- The proposal would have merit and value for the community by resolving the existing split-zoning condition and by providing flexibility for a future developer. The proposal would allow the site to be developed in the dense, transit-supportive manner that is required to finance both the retention of a future park and ride program and much needed housing. In addition, local stakeholders support the inclusion of affordable housing, active ground floor uses, and the potential for community amenities in a future development. Without the resolution of the split-zoning, the ability to accommodate these mixed uses would be reduced and may not meet the financing needs of the market. City staff supports the proposed rezone and Comprehensive Plan Map amendment because it would resolve a split-zone situation and would help to implement the vision for the Aurora Avenue corridor.

Exhibit 1, Staff Report, pages 7 through 9.

Testimony

15. City Senior Planner Steven Szafran testified generally about the proposal, the review process that occurred, and how the proposal would be consistent with the GMA, the Comprehensive Plan, and Countywide Planning Policies and how it would meet the specific criteria for a site-specific Comprehensive Plan land use map amendment and rezone. He provided a description of the existing site conditions and use of the property as a park-and-ride, consistent with the findings above. Mr. Szafran explained that the

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Applicant is seeking to change the Comprehensive Plan land use designation of the property from Public Facility to Mixed-Use 1, and to concurrently rezone the property from R-18 and MB to only MB, to potentially facilitate a transit-oriented redevelopment of the site as identified in the TOD report. He described the decision criteria and detailed how the proposal would meet these criteria, consistent with City staff's analysis noted in the above findings. Mr. Szafran explained that the current proposal does not include review of any specific development project and that members of the public would have the opportunity to comment on any actual development proposal for the property in the future. *Testimony of Mr. Szafran.*

16. Tom McCormick testified that he opposes the proposal, reiterating the concerns that he expressed in his submitted written comments, which are described in the findings above. In particular, he stressed that the existing split-zoning of the property could provide for a transition buffer between higher-intensity uses on the eastern, MB-zoned portion of the property and lower density residential uses to the west of the property. Mr. McCormick noted in this regard that the City is in the process of obtaining the currently R-18 zoned property abutting the subject property to the west for development as a public park and that City staff has not analyzed how the proposed rezone could impact the anticipated park development. *Testimony of Mr. McCormick.*
17. Kathleen Russell also reiterated the concerns she expressed in her written comments, as described in the findings above. *Testimony of Ms. Russell.*
18. In response to concerns raised at the hearing, Mr. Szafran explained that the staff report was prepared prior to the City's acquisition of the abutting western parcel for development as a public park and therefore did not include any analysis regarding the anticipated future use of the abutting parcel. He explained that the municipal code requires development in the MB zone to incorporate transition setbacks from abutting, lower-density residential properties but not from properties zoned R-18. *Testimony of Mr. Szafran.*
19. Applicant Representative Lawrence Chung testified that he agrees with City staff's analysis of the proposal as detailed in the staff report and Mr. Szafran's testimony. *Testimony of Mr. Chung.*

Staff Recommendation

20. Recommending that the Hearing Examiner forward to the City Council a recommendation of approval, City staff determined that the proposal would be consistent with the GMA, Countywide Planning Policies, and the City Comprehensive Plan and would meet the specific criteria for a site-specific Comprehensive Plan amendment and rezone under SMC 20.30.345.B. *Exhibit 1, Staff Report, pages 4 through 10; Testimony of Mr. Szafran.*

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CONCLUSIONS

Jurisdiction

The Hearing Examiner is granted jurisdiction to hear and make recommendations to the City Council for approval of a site-specific Comprehensive Plan amendment and rezone under Chapter 2.15 SMC and SMC 20.30.060, Table 20.30.060.

Criteria for Review

Under SMC 20.30.345.B, the criteria for a site-specific land use map amendment to the Comprehensive Plan are:

1. The amendment is consistent with the Growth Management Act and not inconsistent with the Countywide Planning Policies and the other provisions of the Comprehensive Plan and City policies; and
2. The amendment addresses changing circumstances and changing community values, incorporates a subarea plan consistent with the Comprehensive Plan vision or corrects information contained in the Comprehensive Plan; and
3. The amendment will benefit the community as a whole, and will not adversely affect community facilities, the public health, safety or general welfare; and
4. The amendment is warranted in order to achieve consistency with the Comprehensive Plan goals and policies; and
5. The amendment will not be materially detrimental to uses or property in the immediate vicinity of the subject property; and
6. The amendment has merit and value for the community.

Conclusions Based on Findings

The proposed site-specific Comprehensive Plan amendment and rezone would meet the criteria of SMC 20.30.345.B. The Applicant proposes a site-specific Comprehensive Plan land use map amendment to redesignate a 5.34-acre parcel from Public Facility to Mixed-Use 1 and a rezone of the property from the split-zoning classification of R-18 and MB to only MB. The property is currently used as a park-and-ride facility providing 393 commuter parking spaces, one active bus bay, three bus layover spaces, and a comfort station for King County Metro drivers. The Applicant's TOD study submitted with the application notes that bus transit service to the site is expected to change in 2024, after Sound Transit Link light rail service begins operating in the area, resulting in less demand for the existing park-and-ride facility. The TOD study discusses the need to rezone the property to only MB to facilitate potential future transit-oriented development of the site with higher-density housing, commercial uses, public gathering space, open space, and commuter parking spaces.

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A Comprehensive Plan amendment to redesignate the property from Public Facility to Mixed-Use 1 would be required for a rezone of the property because the Comprehensive Plan provides that the underlying zoning classification for properties designated Public Facility shall remain unless adjusted by a formal amendment. Other properties along the Aurora Avenue N. corridor in the vicinity of the subject property are designated Mixed-Use 1 by the Comprehensive Plan and are developed or being developed with various commercial and high-density multifamily residential uses, consistent with the intent of the Mixed-Use 1 land use designation.

Accordingly, a Comprehensive Plan amendment to redesignate the property from Public Facility to Mixed-Use 1 would be appropriate in response to the anticipated decrease in demand for the existing park-and-ride use of the property, would be consistent with similarly situated properties along the Aurora Avenue N. corridor, and would further Comprehensive Plan goals and policies that encourage mixed-use commercial and residential redevelopment in this area of the city. The proposal would also be consistent with Countywide Planning Policies addressing housing and employment growth in appropriate urban areas. In addition, as analyzed by City staff, the proposal would be consistent with GMA planning goals related to urban growth, reduction of sprawl, transportation, and affordable housing options by facilitating higher-intensity, mixed-use development on a property along the Aurora Avenue N. corridor that is currently underutilized as a park-and-ride lot. The proposed amendment does not involve a subarea plan and is not required to correct information in the Comprehensive Plan. Rather, the proposed amendment addresses changing circumstances related to the anticipated decrease in the need for a park-and-ride use of the property in light of Sound Transit Link light rail service beginning to operate in the area in 2024.

The City provided reasonable notice of the application and opportunity to comment on the proposal. The City received several comments on the proposal from members of the public, which generally raised concerns about the potential impacts of higher-intensity development that would be allowed with a site-specific Comprehensive Plan amendment and rezone. It must be stressed that there is currently no specific development proposal before the Hearing Examiner and that any future development proposal would undergo a review process addressing impacts and allowing for public comment. The Hearing Examiner notes that the current restriction on the property to retain free commuter parking spaces would be required to be incorporated into any future development proposal for the property unless an agreement is reached with WSDOT to amend or eliminate this restriction. It should also be noted that higher-intensity, mixed-use development is currently allowed on the eastern portion of the property, which is already zoned MB, and that the current request would eliminate the current split-zoning of the parcel and thereby provide greater flexibility for site design of the single parcel. Although concerns were raised about the impacts of high-intensity, mixed-use development to lower-density residential properties to the west, nearby properties along the Aurora Avenue N. corridor that are designated Mixed-Use 1 and zoned MB are similarly located adjacent to lower-density residential development. Moreover, it is worth stressing that the property in question is a single, 5.34-acre parcel despite the current split-zone classification. Eliminating split-zone classifications allows for greater clarity and consistency for future development within the city.

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In addition, the proximity of high-intensity, mixed-use development to lower-density residential uses is contemplated by the Comprehensive Plan, which provides that transitions from mixed-use development to single-family neighborhoods may be accomplished through appropriate design solutions. The City's zoning code also provides transition area standards for development on MB-zoned property from lower-density residential zones. Although concerns were raised in public comments and at the hearing that these transition area standards would not apply to the adjacent western property currently zoned R-18 and anticipated to be developed as a public park, this adjacent property itself would provide for a transition between development on the subject property and lower-density residential property further to the west, and impacts from future development of the parcel to the public park would be addressed with any future development application. That said, while the Hearing Examiner ultimately recommends approval of the proposal, the City Council may consider requesting additional information from the Applicant or City staff about the proposal's potential impacts to the future public park because this issue was not addressed in the materials submitted to the Hearing Examiner.

Concerns were also raised about the request being premature in light of the Sound Transit light rail service not yet being operational and the lack of data supporting the determination that the existing park-and-ride use of the property would decrease as a result. The Hearing Examiner concludes that the Applicant has sufficiently shown changed circumstances that would likely arise from the anticipated Sound Transit light rail service in the area and that it is appropriate to plan for this change before it is fully realized, but the City Council may wish to delay consideration of the request until the light rail service becomes operational to ensure that the requested Comprehensive Plan amendment and rezone is warranted.

The City analyzed the environmental impacts of the proposal, determined that it would not have a probable significant adverse impact on the environment, and issued a DNS, which may be appealed together with the City's Council's final decision on the request. The environmental impacts from any specific development proposal would be addressed through the review process associated with such future development. No critical areas were identified on the property. The Hearing Examiner determines that the proposal would benefit and have merit and value for the community by facilitating development of the currently underutilized property with higher-intensity residential and commercial uses consistent with other properties along the Aurora Avenue N. corridor while providing consistency and flexibility by eliminating the current split-zoning of the single parcel. For these same reasons, the Hearing Examiner further determines that the proposal would not adversely affect community facilities or the public health, safety, or general welfare and would not be materially detrimental to uses or property in the immediate vicinity of the subject property. *Findings 1 – 20.*

RECOMMENDATION

Based on the preceding findings and conclusion, the Hearing Examiner recommends that the City Council **APPROVE** the request for a site-specific Comprehensive Plan Land Use Map

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amendment to redesignate a 5.34-acre parcel, located at 18821 Aurora Avenue N., from the “Public Facility” land use designation to the “Mixed-Use 1” land use designation and to concurrently rezone the same property from its current split-zoning classification of MB and R-18, entirely to the MB zoning classification.

RECOMMENDED this 12th day of October 2022.



ANDREW M. REEVES
Hearing Examiner
Sound Law Center

ORDINANCE NO. 975

**AN ORDINANCE OF THE CITY OF SHORELINE, WASHINGTON
ADOPTING THE 2022 COMPREHENSIVE PLAN ANNUAL DOCKET
AMENDMENTS TO THE SHORELINE COMPREHENSIVE PLAN AND
SITE-SPECIFIC CONCURRENT REZONE.**

WHEREAS, the City of Shoreline is a non-charter optional municipal code city as provided in Title 35A RCW, incorporated under the laws of the state of Washington, and planning pursuant to the Growth Management Act, Chapter 36.70A RCW; and

WHEREAS, in conformance with the Growth Management Act, the City has adopted a Comprehensive Land Use Plan; and

WHEREAS, the Growth Management Act provides for the opportunity to amend the Comprehensive Plan once a year and the City has developed an annual docketing review process for continuing review and evaluation of its Comprehensive Plan; and

WHEREAS, at its April 11, 2022 regular meeting, the City Council established the 2022 Comprehensive Plan Annual Docket containing five (5) proposed amendments, including a concurrent rezone accompanying one of those amendments; and

WHEREAS, the five (5) proposed amendments pertain to amending the Transportation Master Plan and Transportation Element; amending the Comprehensive Land Use Map to facilitate a rezone of the King County Metro Park & Ride Facility at 19000 Aurora Avenue N; amending the Land Use Element to add a policy related to significant tree preservation and to add a policy to allow duplexes and triplexes in low-density residential zones; and amending the Comprehensive Land Use Map to reflect lands associated with Richmond Beach Saltwater Park as Public Open Space; and

WHEREAS, the environmental impacts of the 2022 Comprehensive Plan Annual Docket and concurrent rezone resulted in the issuance of two (2) Determinations of Non-Significance (DNSs) on July 4, 2022 and August 25, 2022, pursuant to the State Environmental Policy Act (SEPA); and

WHEREAS, pursuant to SMC 20.30.345, the City of Shoreline Hearing Examiner held a public hearing on the Comprehensive Land Use Map amendment and concurrent rezone of the King County Metro Park & Ride Facility on September 27, 2022, and on October 12, 2022, the Hearing Examiner issued a recommendation to approve the amendment and rezone; and

WHEREAS, on September 1, 2022, the City of Shoreline Planning Commission held a study session on the four (4) docketed amendments for which it was to issue a recommendation to the City Council and, on October 6, 2022, the City of Shoreline Planning Commission held a properly noticed public hearing on the four (4) docketed amendments so as to receive public testimony; and

WHEREAS, at the conclusion of public hearing, the City of Shoreline Planning Commission recommended approval of three (3) of the proposed amendments and to include one (1) of the proposed amendments in the 2024 Comprehensive Plan Major Update; and

WHEREAS, on November 14, 2022 and November 28, 2022, the City Council considered the entire public record, public comments, written and oral, the Planning Commission's recommendation, and the Hearing Examiner's recommendation; and

WHEREAS, the City Council has accepted the Planning Commission's recommendation and has determined that the three (3) 2022 Comprehensive Plan Annual Docket amendments recommended by the Planning Commission are consistent with the Growth Management Act and other provisions of the City's Comprehensive Plan, and meet the criteria set forth in SMC 20.30.320 and SMC 20.30. 340 and;

WHEREAS, the City Council has accepted the Hearing Examiner's recommendation and has determined that the one (1) 2022 Comprehensive Plan Annual Docket amendment and concurrent rezone recommended by the Hearing Examiner is consistent with the Growth Management Act and other provisions of the City's Comprehensive Plan, and meet the criteria set forth in SMC 20.30.320 and 20.30.345 and;

WHEREAS, the City provided public notice of the amendments and the public meetings and hearing as provided in SMC 20.30.060 and SMC 20.30.070; and

WHEREAS, pursuant to RCW 36.70A.370, the City has utilized the process established by the Washington State Attorney General so as to assure the protection of private property rights when considering the 2022 Comprehensive Plan Annual Docket and concurrent rezone; and

WHEREAS, pursuant to RCW 36.70A.106, the City has provided the Washington State Department of Commerce with a 60-day notice of its intent pertaining to the 2022 Comprehensive Plan Annual Docket and concurrent rezone; and

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

Section 1. Amendment to Comprehensive Plan. The City of Shoreline Comprehensive Plan and Comprehensive Land Use Map are amended as set forth in Exhibits A-1 through A-5.

Section 2. Amendment to Zoning Map. The City of Shoreline Zoning Map is amended as set forth in Exhibit B.

Section 3. Direction to City Staff for 2024 Comprehensive Plan Major Update. The City Council directs City Staff to include the study of Docket Amendment No. 5 – Amend the Land Use Element to explicitly allow duplexes and triplexes and allow with conditions other dwelling types that are similar in scale with single family detached homes in low-density residential zones – in the 2024 Comprehensive Plan Major Update.

Section 4. Transmittal of Amendment to Washington State Department of Commerce.

A. Pursuant to RCW 36.70A.106, the Director of Planning and Community Development or designee shall transmit a complete and accurate copy of this Ordinance and attachments, if any, to the Washington State Department of Commerce within ten (10) calendar days of the date of passage of this Ordinance.

B. The City Clerk shall denote the date of transmittal after the signature lines as provided herein.

Section 5. Corrections by City Clerk or Code Reviser. Upon approval of the City Attorney, the City Clerk and/or the Code Reviser are authorized to make necessary corrections to this Ordinance, including the corrections of scrivener or clerical errors; references to other local, state, or federal laws, codes, rules, or regulations; or ordinance numbering and section/subsection numbering and references.

Section 6. Severability. Should any section, subsection, paragraph, sentence, clause, or phrase of this Ordinance or its application to any person or situation be declared unconstitutional or invalid for any reason, such decision shall not affect the validity of the remaining portions of this Ordinance or its application to any person or situation.

Section 7. Publication and Effective Date. A summary of this Ordinance consisting of the title shall be published in the official newspaper. This Ordinance shall take effect five days after publication.

PASSED BY THE CITY COUNCIL ON NOVEMBER 28, 2022.

Mayor Keith Scully

ATTEST:

APPROVED AS TO FORM:

Jessica Simulcik Smith
City Clerk

Margaret King
City Attorney

Date of Publication: , 2022
Effective Date: , 2022
Date of Transmittal to Commerce , 2022

INTRODUCTION

The Transportation Element provides a framework that guides transportation investments over the next 20 years to support the City of Shoreline 2024 Comprehensive Plan and comply with the Washington State Growth Management Act. This Transportation Element identifies a roadmap for creating a welcoming and functional system for all users, including people walking, biking, using shared-use mobility devices, riding transit, as well as driving, in accordance with the Shoreline transportation vision and goals, which were developed with the community and endorsed by Shoreline City Council in May 2021.

Transportation Vision:

Shoreline has a well-developed multimodal transportation system that offers safe and easy travel options that are accessible for everyone, builds climate resiliency, and promotes livability. This system has been developed over time, informed by a robust, inclusive dialogue with the community.

- **Goal 1: Safety**
Make Shoreline’s transportation system safe and comfortable for all users, regardless of mode or ability.
- **Goal 2: Equity**
Ensure all people, especially those whose needs have been systemically neglected¹, are well served by making transportation investments through an anti-racist and inclusive process which results in equitable outcomes.
- **Goal 3: Multimodality**
Expand and strengthen the multimodal network, specifically walking, bicycling, and transit, to increase the number of safe, convenient, reliable, and accessible travel options.
- **Goal 4: Connectivity**
Complete a network of multimodal transportation connections to and from key destinations such as parks, schools, community services, commercial centers, places of employment, and transit.
- **Goal 5: Climate Resiliency**
Increase climate resiliency by promoting sustainability, reducing pollution, promoting healthy habitats, and supporting clean air and water.
- **Goal 6: Community Vibrancy**
Foster livability by evoking a sense of identity through arts/culture, attracting and sustaining desired economic activity, and accommodating the movement of people and goods.

Several national, state, and regional agencies influence transportation mobility options in Shoreline, including the United States Department of Transportation, Washington State Department of Transportation, Puget Sound Regional Council, King County Metro, Sound Transit, and Community Transit.

¹ People who have been systemically neglected in the transportation and planning process are those who have not historically been served or have been typically underrepresented like Black, Indigenous People of Color (BIPOC), youth, older adults, people with disabilities, people with low incomes, and people with limited English language skills.

One purpose of the Transportation Element is to guide how the City focuses strategic efforts in local investments to create a connected, multimodal transportation system that utilizes regional transportation facilities and services.

The Transportation Element is designed to provide insight into the City's intentions and commitments, so that public agencies and individual households can make decisions, coordinate development, and participate in achieving a shared vision. It also provides the foundation for development regulations contained in the Shoreline Development Code and Engineering Development Manual.

In addition to the regulatory guiding framework of the Transportation Element, the City is also adopting a Transportation Master Plan (TMP) in 2023. While separate from this Transportation Element, the TMP shares the same vision, goals, and guidance but provides more detailed implementation actions to provide a cohesive long-range blueprint for travel and mobility in Shoreline.

OUTREACH PROCESS

This Transportation Element is the product of a robust public outreach process that has benefited from thousands of voices, spanning the full spectrum of Shoreline's diverse communities. The outreach process is summarized below:

- **Goals for Mobility (Outreach Series 1):** In early 2021, community members were asked what transportation issues are most important to them. Community members participated via online survey, two virtual open houses, and through numerous smaller, community meetings. This outreach led to the development of the transportation vision and six goals, which guided the identification and prioritization of capital projects and programs.
- **Planning a System for All (Outreach Series 2):** In mid-2021, the City gathered feedback from community members on modal networks in an effort to accommodate all modes of travel. Like Phase 1, this phase included an online survey, virtual open house, and small group meetings. Community members provided specific input on challenging locations for walking, biking, taking transit, and driving. Community members also provided feedback on key destinations they wanted to reach via transit or by shared use mobility devices.
- **How to Prioritize the System (Outreach Series 3):** In early 2022, the City returned to the community with draft modal plans (i.e., draft plans to accommodate people walking, biking, riding transit, using shared-use mobility hubs, and driving) and project prioritization criteria, which were informed by input received in Phases 1 and 2. The community was able to provide input about whether each draft modal plan invested too much, too little, or was about right. Community members were also able to weigh in on the prioritization criteria, in terms of which criteria are most important to consider in evaluating and ultimately prioritizing projects. This outreach phase included physical popup displays at key community gathering spaces and online informational videos and survey.
- **Recommended TE Update (Public Hearing):** In the fall of-2022, the draft TE update will have a Public Hearing for public comment and the Planning Commission's recommendation to proceed with Council adoption by the end of 2022. This draft TE update will contain the City's transportation vision, goals, and modal plans. It will also include the project prioritization process and a financially constrained list of draft priority projects.

In incorporating public input at critical milestones throughout its development, this Transportation Element intends to be a community-driven document that supports the City vision for a complete and inclusive transportation system that provides reliable, safe, equitable, and sustainable travel choices.

POLICIES

The following policies serve as the foundation of Shoreline's Transportation Element, providing guidance on actions the City can take to advance the Transportation Vision and Goals.

Climate Resiliency

T1. Work to reduce vehicle miles traveled (VMT) and transportation-related greenhouse gas emissions in line with the level needed to meet emission reduction goals in the Climate Action Plan.

T2. Reduce the impact of the City's transportation system on the environment through expanded zero-emission vehicle use and active transportation options and identify opportunities to increase electric vehicle charging infrastructure when planning and designing transportation projects and facilities, on City rights-of-way or adjacent property(s), or through other transportation policies and programs.

T3. Emphasize transportation investments that provide and encourage alternatives to single occupancy vehicle travel and increase travel options, especially to and within King County [candidate] Countywide Centers² and along corridors connecting centers.

T4. Continue to implement the City's Commute Trip Reduction Plan as well as evaluate, implement, and advocate for other parking management and transportation demand management strategies that support the goal of reducing VMT.

T5. Plan, design, and construct transportation projects and facilities to avoid or minimize negative environmental impacts and to increase climate resiliency to the maximum extent feasible.

T6. Use Low Impact Development (LID) techniques, except when determined to be infeasible. Explore opportunities to expand the use of natural stormwater treatment in the right-of-way through partnerships with public and private property owners. Leverage green stormwater infrastructure (GSI) to expand and connect pedestrian/bicycle path networks for alternative transportation routes, including connections to the Interurban Trail.

T7. Create a safer and more enjoyable travel experience as well as reduce air pollution and ambient temperatures by increasing tree plantings along public right of way and planting tree species that will be more resilient to climate impacts.

T8. Identify opportunities to increase climate resilience when planning and designing transportation projects and facilities. Include features that improve surface water management, reduce urban heat island

² Countywide growth centers serve important roles as places for equitably concentrating jobs, housing, shopping, and recreational opportunities. These are often smaller downtowns, high-capacity transit station areas, or neighborhood centers that are linked by transit, provide a mix of housing and services, and serve as focal points for local and county investment. On December 1, 2021, the Growth Management Planning Council (GMPC) approved the City of Shoreline's 148th St. Station Area, 185th St. Station Area, Shoreline Place, and Shoreline Town Center as candidate Countywide Centers. Jurisdictions with candidate Countywide Centers are expected to fully plan for their centers as a part of the 2024 comprehensive plan periodic update or in parallel local planning efforts.

effects, and equitably increase services to the extent possible - especially in areas with identified climate impacts.

T9. Build and grow partnerships - with other public and private organizations and agencies - that support mode shift and a sustainable, resilient transportation system.

T10. Develop a resilient, multimodal transportation system that protects against major disruptions and climate change by developing recovery strategies and by coordinating disaster response plans.

T11. Modify design standards for the transportation system as needed to ensure that future land use development and transportation improvements increase city-wide resilience to climate change.

T12. Coordinate land use and transportation plans and programs with other public and private stakeholders to encourage parking management, vehicle technology innovation, shifts toward electric and other cleaner, more energy-efficient vehicles and fuels, integration of smart vehicle technology with intelligent transportation systems, and greater use of mobility options that promote climate resiliency and/or reduce VMT.

Community Vibrancy

T13. Evaluate and implement innovative and robust economic development, land use and transportation plans, policies and projects that promote climate resiliency and community vibrancy.

T14. Explore strategies to effectively manage curbside space for a variety of uses such as ride-share, buses, pedestrians, freight delivery, commerce, and other needs.

T15. Plan and implement the transportation system improvements utilizing urban street design principles in recognition of the link between mobility with urban design, safety, economic development, equity, and community health.

T16. Actively engage the public, especially historically underserved populations, during all phases of the development/update/improvement of a transportation service or facility to identify and reduce negative community impacts.

T17. Implement a strategy for regional coordination that includes the following activities:

- Identify important transportation improvements in Shoreline that involve partners and form strategic alliances with potential partners, such as adjacent jurisdictions, like-minded agencies, and community groups.
- Create seamless pedestrian, bicycle, and transit connections across city borders.
- Participate in federal, state, regional, and county planning, budget, and appropriations processes that will affect the City's strategic interests.
- Develop partnerships with the local business community and other local groups/stakeholders to advocate at the federal, state, and regional level for common interests.

Equity

T18. Provide accessible and affordable transportation for all, especially historically underserved populations, to enable equitable distribution of transportation resources, benefits, costs, programs and services.

T19. Develop new data collection focused on capturing individual and household travel cost, travel time, trips not taken, access to different travel options, and access to key resources across different demographic groups to better inform more equitable decision making.

T20. As feasible, partner with community organizations and/or community members to develop and tailor language access strategies that work for a particular limited/non-English speaking community.

T21. Explore the feasibility of parking management programs, shared parking strategies, and/or subsidized ORCA cards programming as new low-income housing units are being developed; addressing the transportation needs as development occurs, not after units are built.

T22. Explore how to prioritize investments in underserved communities experiencing significant levels of traffic-related air pollution.

Safety

T23. In conjunction with the Washington State Target Zero Plan, prioritize transportation planning, design, improvement, and operational efforts with the goal of achieving zero serious or fatal injury collisions.

T24. Adopt a Target Zero policy specific to the City of Shoreline and consistent with regional programs including the Washington State Target Zero Plan.

T25. Prioritize pedestrian, bicyclist, and other vulnerable user safety over vehicle capacity improvements.

T26. Use engineering, enforcement, and educational tools to improve safety for all transportation users.

T27. Use data-driven and evidence-based approaches to guide transportation safety investments.

T28. Routinely update City engineering design standards and design roadways consistent with injury minimization and speed management techniques.

T29. Utilize the Street Light Master Plan to guide ongoing public and private street lighting investments.

Pedestrian System

T30. Implement the Pedestrian Plan through a combination of public and private investments by using the Sidewalk Prioritization Plan and ADA Transition Plan as guides.

T31. When identifying transportation improvements, prioritize construction of sidewalks, walkways, pedestrian crossings, and trails, including increasing the number of pedestrian-oriented connections and safe crossings that reduce barriers and make walking trips more direct.

T32. Utilize existing undeveloped right-of-way to create pedestrian paths and connections where feasible.

T33. Design and construct roadway improvements to be accessible by all, minimize pedestrian crossing distances, create convenient and safe crossing opportunities, reduce pedestrian exposure to vehicle traffic, and lower vehicle speeds.

T34. Continue an engagement program to inform people about options for walking in the City and educate residents about pedestrian safety and health benefits of walking. This program should include coordination or partnering with outside agencies.

Bicycle System

T35. Implement the Bicycle Plan. Develop a program to construct and maintain a connected bicycle network that is safe and comfortable for people of all ages and abilities, connects to essential destinations, provides access to transit, and is easily accessible.

T36. Design and construct all roadway improvements to be consistent with the future bike network vision and, when deemed safe and feasible, use short-term improvements, such as signage and markings, to identify routes when large capital improvements identified in the Bicycle Plan will not be constructed for several years.

T37. Along trails and other low stress (LTS 1 and 2) bicycle facilities, encourage development that is supportive of bicycling and oriented toward the bikeways.

T38. Develop guidelines for the creation of bicycle and scooter parking facilities.

T39. Develop a public outreach program to inform people about bicycle safety, health benefits of bicycling, and options for bicycling in the City. This program should include coordination or partnering with outside agencies.

T40. Establish an ongoing funded capital program to construct the Bicycle Plan and support pursuit and implementation of grant opportunities.

Transit System

T41. Make transit a more convenient, appealing, and viable option for all trips where community members desire to use it and create safe, easily accessible first and last mile connections to transit through implementation of the Transit Plan.

T42. Monitor the level and quality of transit service in the City, and advocate for more frequent service and associated capital improvements to increase transit reliability as appropriate.

T43. Work with transportation providers to develop a safe, reliable, and effective multi-modal transportation system to address overall mobility and accessibility. Maximize the people-carrying capacity of the surface transportation system.

T44. Support and encourage the development of additional high-capacity transit service in Shoreline.

T45. Continue to install and support the installation of transit-supportive infrastructure.

T46. Work with Metro Transit, Sound Transit, and Community Transit to start planned transit service as early and effectively as possible in order to develop bus service plans that connect people to light rail stations, high-capacity transit corridors, shared-use mobility hubs, Park & Ride lots, King County [candidate] Countywide Centers (148th St. Station, Shoreline Place, Town Center, 185th St. Station), and any future key destinations if identified.

T47. Promote livable neighborhoods near high-capacity transit through land use patterns, transit service, and transportation access.

T48. Encourage development that is supportive of transit, and advocate for expansion and addition of new frequent bus routes in areas with transit-supportive densities and uses.

T49. Support transit planning efforts based on criteria guided by the City's preferred land use, population and employment distribution, and opportunities for redevelopment. Preserve right-of-way for future high-capacity transit service.

T50. Partner to ensure provisions of first/last mile services, such as microtransit, flex-services, and other mobility options that connect people between transit and destinations.

Roadway System

T51. Design City transportation facilities with a primary purpose of moving people and goods via multiple modes (component of Complete Streets³), including automobiles, freight trucks, transit, bicycles, and walking, with vehicle parking identified as a secondary use, and utilizing natural stormwater management techniques and landscaping (component of Green Streets) where appropriate.

T52. In accordance with Complete Streets Ordinance No. 755, new or rebuilt streets shall accommodate, as much as practical, right-of-way use by all users.

T53. Direct delivery service and trucks and other freight transportation to appropriate streets so that they can move through Shoreline safely and reliably.

T54. Routinely update development standards to mitigate the impact of growth on the City's transportation infrastructure; encourage and incentivize Transportation Demand Management (TDM) strategies.

T55. Improve the street grid network to maximize multi-modal connectivity throughout the City.

T56. Develop a regular maintenance program and schedule for all components of the transportation infrastructure. Maintenance schedules should be based on safety/imminent danger and preservation of transportation resources.

T57. Ensure that maintenance and operation of the existing and proposed transportation network is included in transportation planning and design.

T58. Use roadway maintenance and preservation work, including paving and restriping, to install short-term and planned long-term improvements.

Concurrency and Level of Service

Vehicle LOS Policy

T59. Adopt Level of Service E (LOS E) at intersecting arterials within King County [candidate] Countywide Centers and Highways of Statewide Significance and Regionally Significant State Highways (I-5, Aurora Avenue N, and Ballinger Way). For all other intersecting arterials, adopt LOS D. For evaluating planning level concurrency and reviewing traffic impacts of redevelopment, intersections that operate worse than the identified standard will not meet the City's established concurrency threshold. The level of service shall be calculated with the delay method described in the most recent edition of the Transportation Research Board's Highway Capacity Manual. Adopt a supplemental LOS for Principal and Minor Arterials that limits the volume to capacity (V/C) ratio to 1.1 or lower within King County [candidate] Countywide Centers, and

³ A "complete street" is one that is designed, operated, and maintained to enable safe and convenient access and travel for all users including pedestrian, bicyclists, transit users, and people of all ages and abilities, as well as freight and motor vehicles while protecting and preserving the community's environment and character.

0.9 or lower for all other Principal and Minor Arterials in the City’s jurisdiction. The V/C measurement applies to a segment of roadway between arterial intersections.

These LOS standards apply throughout the City unless an alternative LOS standard is identified in the Transportation Element for intersections or road segments, where an alternate LOS has been adopted in a subarea plan, or for Principal or Minor Arterial segments where:

- Widening the roadway cross-section is not feasible, due to significant topographic constraints; or
- The improved roadway configuration balances increased congestion with safety, climate resiliency, and active transportation mobility benefits.

Arterial segments meeting at least one of these criteria as identified in June 2022 are:

- Meridian Avenue N from N 155th Street to N 175th Street
- Meridian Avenue N from N 175th Street to N 185th Street

Pedestrian LOS Policy:

T60.1. Except where determined impractical by the City Engineer, construct sidewalks per the LOS standards outlined in Table 1.

Table 1. Pedestrian LOS Standards for Principal, Minor, and Collector Arterials

Component	Single-Family Residential Land Use*	Other Land Uses
Minimum Sidewalk Width	6 feet	8 feet
Minimum Amenity Zone/Buffer Width (not including frontage zone ⁴)	5 feet	5 feet

**This standard applies to residential zones R-4 through R-18. Any designation above R-18 will be subject to the wider 8-foot requirement, although deviations from these standards may apply subject to approval by the City Engineer.*

T60.2. Establish a connected and complete pedestrian network by constructing the sidewalks and trails outlined in the Sidewalk Prioritization Plan (SPP).

Bicycle LOS Policy:

T61.1. Establish the Bicycle Plan to connect major destinations, transit stops and stations, and residential, commercial/retail centers, and employment centers.

T61.2. Establish sufficient, safe, and convenient bicycle parking and security to support trips made by bicycle.

⁴ The area adjacent to the property line where transitions between the public sidewalk and the space within buildings occur.

Transit LOS Policy:

T62.1. Advocate for transit service that is aligned with Shoreline land use and demographics as presented in the Transit Plan.

T62.2. Make bus stop facilities more comfortable and secure to encourage ridership.

T62.3. Prioritize capital improvements along City streets to facilitate transit speed and reliability.

Shared-use Mobility Hub Policy:

T63.1. Provide mobility hubs at locations that support the City's equity, climate resiliency, transportation, and land use goals.

T63.2. Prepare for shared-use mobility service in Shoreline, including providing guidance for how and where that service is provided.

Concurrency Policy

T64. Adopt a transportation concurrency program that advances construction of multimodal transportation facilities in Shoreline.

T65. Coordinate with the County and neighboring jurisdictions to implement concurrency strategies and provide for mitigation of shared traffic impacts through street improvements, signal improvements, intelligent transportation systems improvements, transit system improvements, or transportation demand management strategies.

Transportation Improvements

T66. Complete the multimodal transportation network by implementing prioritized projects using the following criteria:

- Safety
- Equity
- Multimodality
- Connectivity
- Climate Resiliency
- Community Vibrancy

T67. Consider and coordinate the construction of new capital projects with upgrades or projects needed by utility providers operating in the City.

T68. Pursue corridor studies on key corridors to determine improvements that address safety, capacity, mobility, climate resiliency and support adjacent land uses.

T69. Implement projects that address improvements noted in planning studies or reports (such as the Transportation Improvement Plan or Annual Traffic Report) including the corridors of 145th Street, 175th Street, 185th Street, Meridian Avenue, Trail Along the Rail, and sidewalk/bicycle networks.

Funding

T70. Aggressively seek grant opportunities to secure regional and federal funding to help implement high-priority projects in the Shoreline TMP.

T71. Support efforts at the local, regional, state, and federal level to increase funding for the transportation system.

T72. Ensure City staff have the resources to identify and secure funding sources for transportation projects, including shared use mobility, bicycle and pedestrian projects.

T73. Update the citywide Transportation Impact Fee (TIF) program to fund multi-modal growth-related transportation improvements, and when necessary, use the State Environmental Policy Act to provide traffic mitigation for localized development project impacts.

T74. Adequately fund maintenance, preservation, and safety for the City's multimodal transportation system, especially those facilities used by the most vulnerable users, including those walking and rolling.

Transportation Context

The Transportation Element is being created as part of the City of Shoreline Comprehensive Plan update process. As required under the Washington State Growth Management Act, the Transportation Element is the compliance document that will be adopted into the Shoreline Comprehensive Plan, the centerpiece of local planning. As part of developing the Transportation Element, the City reviewed existing and future conditions for transportation in Shoreline. By having insight into how Shoreline will grow in the future, the City can plan for how the transportation system will need to evolve to accommodate the interests and needs of all current and future transportation users.

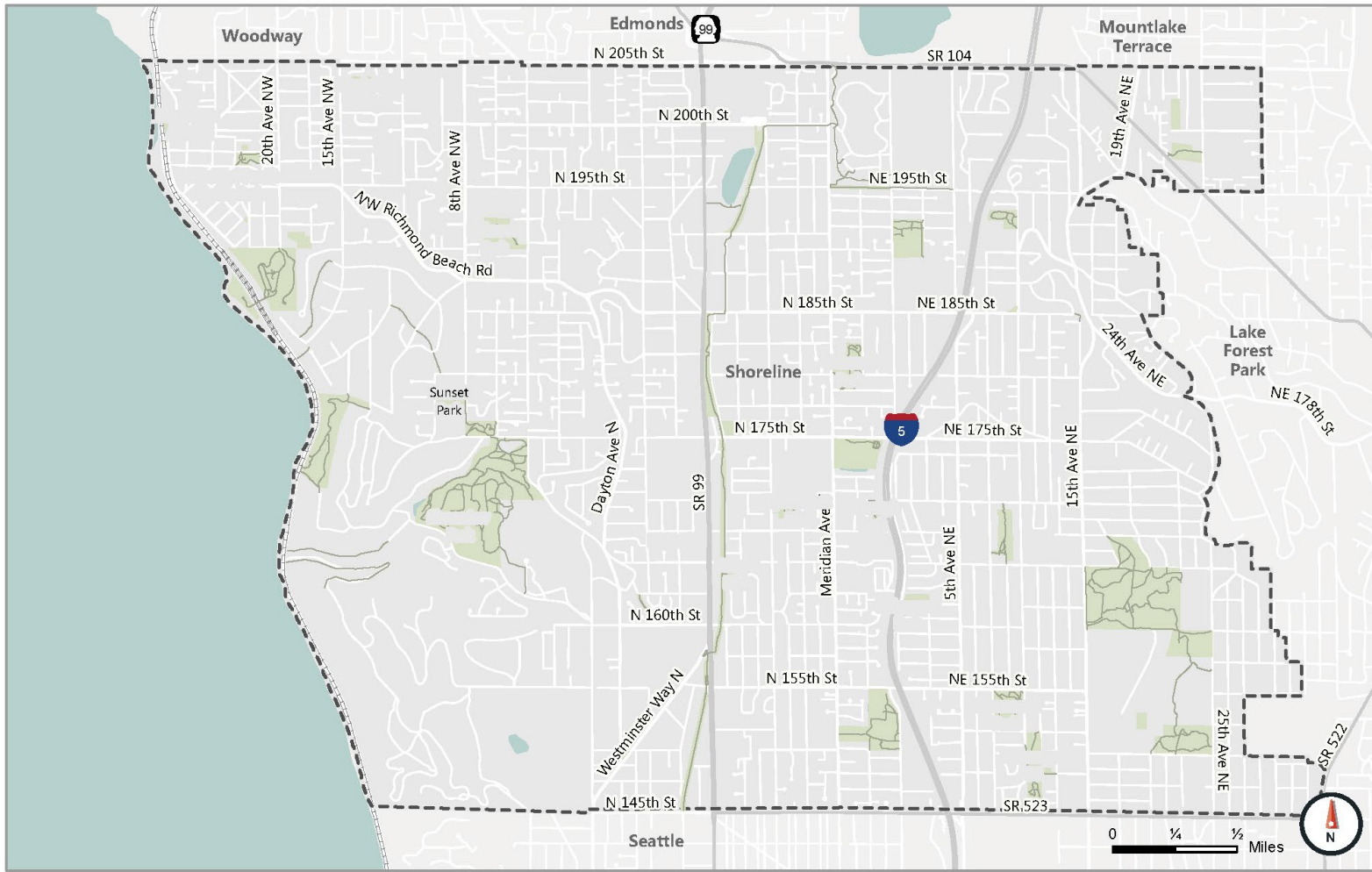
Part of that evolution will be a multimodal transportation system that accommodates all users, including people walking, bicycling, riding transit, using shared mobility devices, and driving. To help achieve this, the City has developed goals, policies, and implementation strategies that identify how to improve and expand the Shoreline transportation system with the following products:

- Modal networks that show complete systems for mobility throughout the City.
- Projects needed to accommodate growth over the next twenty years.
- A funding strategy to pay for the identified improvements.
- Ongoing implementation and monitoring to ensure that adequate transportation facilities will be in place as growth occurs.

Shoreline Profile

Shoreline became a city in 1995. As shown in **Figure 1**, Shoreline is bordered on the west by Puget Sound, on the north by the communities of Woodway, Edmonds, and Mountlake Terrace, on the east by Lake Forest Park, and to the south by the City of Seattle. Shoreline covers approximately 11.74 square miles and has a population of more than 56,000 residents. The City is currently primarily residential with more than 70 percent of the households being single-family residences but is continuing to grow and redevelop. Shoreline is made up of 14 well-defined neighborhoods, each with its own character. Over the years, the Shoreline community has developed a reputation for strong neighborhoods, excellent schools, and abundant parks. The City of Shoreline offers classic Puget Sound beauty and the convenience of suburban living with the attraction of nearby urban opportunities.

Figure 1. City of Shoreline



-  City Boundary
-  Trail
-  Park

Demographics

A Transportation Element needs to serve the entire community, so it is critical to understand who lives in Shoreline and what their needs are. A person's mobility needs and priorities vary greatly depending on their individual circumstance. For instance, a low-income resident may not have the finances for all transportation options; they may not own a car and might rely on public transit, creating different needs than someone who commutes by car. Someone who doesn't speak English may require different accommodations than native English speakers. Someone who uses a wheelchair may require more accessible accommodations than someone who doesn't use mobility devices. As Shoreline's population becomes increasingly diverse, understanding and responding to these distinctions becomes more important as time goes on. The following sections describe the current demographics in Shoreline.

Income and Poverty

In 2019, the Shoreline median household income was \$86,827, an increase of 31.5% over 2015. However, median incomes differ significantly by race and ethnicity. Households of all races and ethnicities except White/Caucasian make less than the citywide median income. Households that identify as "Asian alone" are close to the median incomes (0.9% less than the citywide median), while American Indian and Alaska Native households have a median household income of 43.7% less than the citywide median.

In 2019, roughly 4,300 people or 7.7% of the Shoreline population were experiencing poverty. This was a significant decline from previous years; however, the COVID-19 pandemic has likely impacted poverty in Shoreline, though this data is not yet available.

Housing

Renters are much more likely than homeowners to spend more than 30% of their income on housing costs, a metric known as cost burden.

- 26.9% of homeowner households in Shoreline are cost-burdened.
- 52.6% of renter households in Shoreline are cost-burdened.

Race/Ethnicity

As of 2019, residents who identify as "White alone" comprised 64.1% of Shoreline's population. From 2010 to 2019, the absolute size of all racial/ethnic groups increased, in conjunction with overall population increases.

- Residents who identify as American Indian or Alaska Native alone increased by the largest percentage, with an increase of 113.7%. However, this group comprises only 0.6% of Shoreline's total population.
- Residents who identify as White alone increased by the smallest percentage, with an increase of 1.2%.
- From 2010 to 2019, residents who identify as Hispanic or Latino of any race increased by 56.5%, or an additional 1,624 individuals since 2010. This group represents 8.0% of the Shoreline total 2019 population.

Age

In 2019, the 35 to 39-year-old segment represented the largest share of the Shoreline population, and the median age was 41.8 years. Residents aged 60 and older made up 25% of Shoreline's population.

Foreign-Born Population

Approximately 12,100 Shoreline residents have birthplaces outside of the United States. From 2018 to 2019, Shoreline's foreign-born population increased by 8.0%, and by 18.6% over the last five years. Of residents born outside the United States, 52.6% were born in Asia.

Language

According to 2019 demographics, some Shoreline residents speak English less than "very well." These residents are most likely to speak Spanish or Chinese, with an estimated 1,350 speaking Spanish and an estimated 900 speaking Chinese.

Land Use

Shoreline is comprised of distinct areas with varying land uses. Shoreline has 409 acres of parkland, including 41 park areas and facilities. Shoreline is primarily residential in character with over half of its land area developed with single-family residences. Commercial development stretches along Aurora Avenue, with other neighborhood centers located at intersections of primary arterials, such as NE 175th Street at 15th Avenue NE in North City, NW Richmond Beach Road at 8th Avenue NW, and 5th Avenue NE at NE 165th Street in Ridgecrest. The areas on either side of Interstate 5 (I-5) near NE 145th Street and NE 185th Street are designated as station areas, which are planned for mixed-use redevelopment in conjunction with the new light rail stations and transit investments.

Future Land Use

The Shoreline Comprehensive Plan anticipates adding 13,330 additional households and 10,000 new jobs in the City by 2044. This will result in a total of 36,570 households and 30,020 jobs in the City in 2044. To support this Transportation Element update, the City evaluated the transportation needs of these future community members through travel demand forecasting and multimodal analysis. The City envisions most of this growth occurring in the four designated [candidate] Countywide Centers, which are locations with zoned densities that can support high-capacity transit and benefit from robust networks for walking, biking, and accessing shared mobility devices, as envisioned by this Transportation Element.




Transportation Network

The following sections document transportation networks within the City and discuss identified opportunities for improvement. The Shoreline transportation network accommodates various modes for getting around, including walking, bicycling, taking public transit, and driving, among others, and commercial needs such as freight transport.

Street Network

Shoreline's street network is comprised of a variety of roadway types, which balance vehicle capacity with the needs of other uses (people walking, bicycling, and taking transit), and connects all users to local and regional facilities. **Table 2** describes the different types of roadways in Shoreline, also called street classification, and **Figure 2** maps their locations in Shoreline.

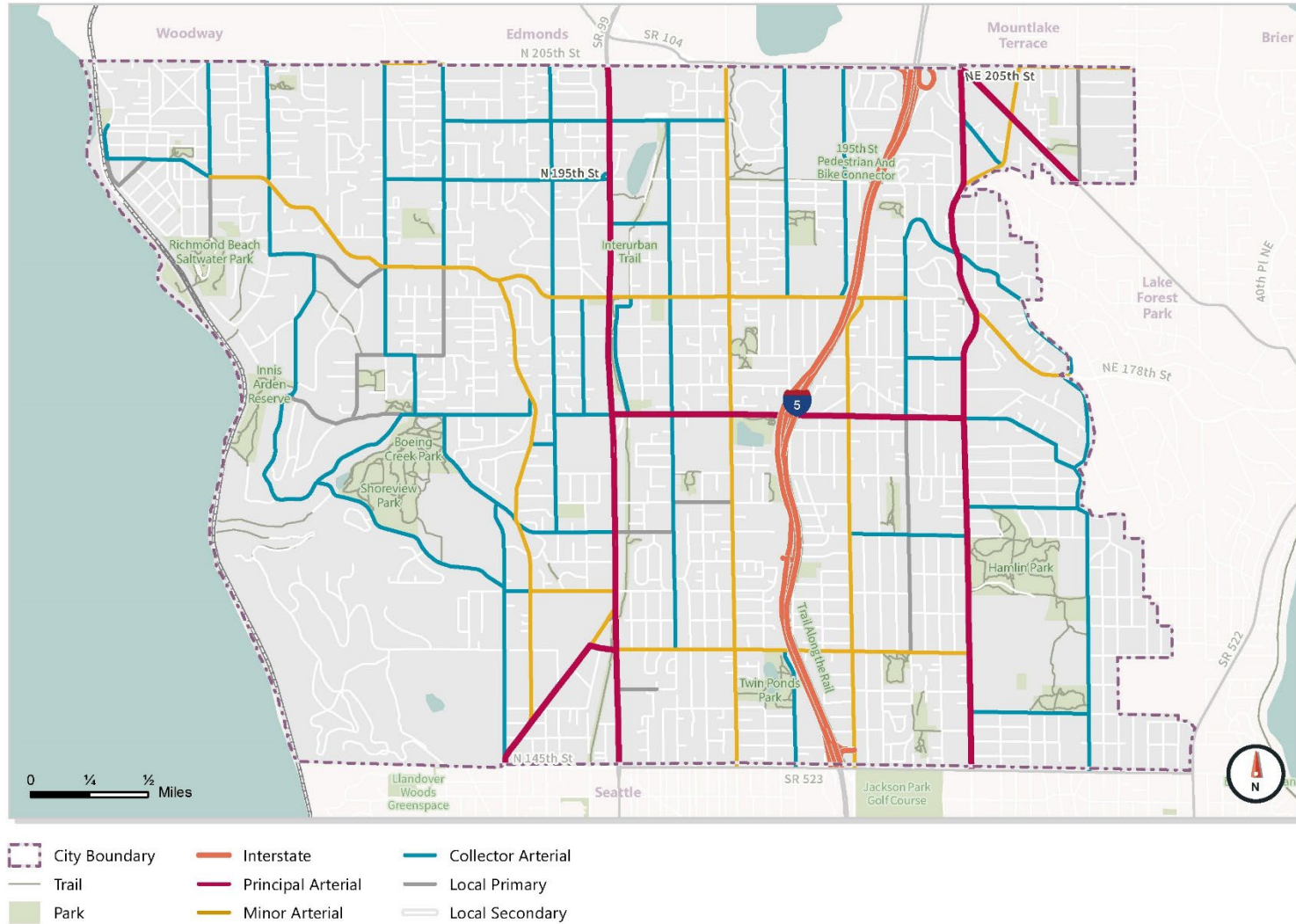
Table 2: City of Shoreline Street Classification

Type	Description ¹	Examples	Photo
Principal Arterial	Principal Arterials are roadways that provide a high degree of vehicular mobility with more restricted access and have regional significance as major vehicular and transit travel routes that connect between cities within a metropolitan area. They generally have sidewalks on both sides of the roadway, and some have bicycle facilities. Speed limits on Principal Arterials in Shoreline range from 25-40 mph.	Aurora Avenue N, N/NE 175th Street from Aurora Ave N to 15 th Ave NE, and 15th Avenue NE	 <p>Aurora Avenue N</p>
Minor Arterial	Minor Arterials are generally designed to provide a high degree of intra-community connections and are less significant from a perspective of regional mobility, but many also provide transit service. They generally have sidewalks on at least one side of the roadway, and some have bicycle facilities. Speed limits on Minor Arterials in Shoreline are 30-35 mph.	Meridian Avenue N, N/NE 185th Street from Fremont Ave N To 10 th Ave NE, and NW Richmond Beach Road from 20 th Ave NW to Fremont Ave N	 <p>Meridian Avenue N</p>
Collector Arterial	Collector Arterials assemble traffic from the interior of an area/community and deliver it to the closest Minor or Principal Arterial. Collector Arterials provide for both mobility and access to property and are designed to fulfill both functions. Some Collector Arterials provide transit service, sidewalks, and bicycle facilities, but there are gaps. The speed limit on Collector Arterials in Shoreline is 25-35 mph.	Greenwood Avenue N, Fremont Avenue N from N 165 th Street to NW 205 th Street, and NW Innis Arden Way	 <p>Greenwood Avenue N</p>

Type	Description ¹	Examples	Photo
Local Primary	Local Primary roadways connect traffic to Arterials, accommodate short trips to neighborhood destinations and provide local access. They generally do not have transit service, sidewalks, or bicycle facilities. The speed limit on Local roadways in Shoreline is 25 mph.	25th Avenue NE from Ballinger Way NE to NE 205 th Street, N 167th Street from Ashworth Ave N to Meridian Ave N, and 10 th Ave NE from NE 155 th St to NE 175 th Street.	 <p>10th Avenue NE</p>
Local Secondary	Local Secondary roadways provide local access. They generally do not have transit service, sidewalks, or bicycle facilities. The speed limit on Local roadways in Shoreline is 25 mph.	Wallingford Avenue N, 11th Avenue NE, 12th Avenue NE, NE 158 th Street	 <p>NE 158th Street</p>

Source: Shoreline TMP, 2011; Google Maps, 2020
¹ Speed limits for specific facilities can be found in the Shoreline Municipal Code 10.20.010

Figure 2. Existing Street Classification



Existing Vehicle Congestion

The operational performance of intersections within Shoreline is measured using a standard methodology known as level of service (LOS). LOS represents the degree of congestion at an intersection based on a calculation of average delay per vehicle at a controlled intersection, such as a traffic signal or stop sign. Individual LOS grades are assigned on a letter scale, A-F, with LOS A representing free-flow conditions with no delay and LOS F representing highly congested conditions with long delays.

Table 3 shows the definition of each LOS grade from the 6th Edition Highway Capacity Manual (HCM) methodology, which is based on average control delay per vehicle. Signalized intersections have higher delay thresholds compared with two-way and all-way stop-controlled intersections. HCM methodologies prescribe how delay is measured at different types of intersections: for signalized and all-way stop intersections, LOS grades are based on the average delay for all vehicles entering the intersection; for two-way stop-controlled intersections, the delay from the most congested movement is used to calculate LOS. LOS is usually calculated for the busiest hour of the day, or “peak hour”, to represent the worst observed conditions on the roadway.

Table 3: Intersection LOS Criteria Based on Delay

Level of Service	Signalized Intersections (seconds per vehicle)	Stop-Controlled Intersections (seconds per vehicle)
A	<= 10	<= 10
B	> 10 to 20	> 10 to 15
C	> 20 to 35	> 15 to 25
D	> 35 to 55	> 25 to 35
E	> 55 to 80	> 35 to 50
F	> 80	> 50

Source: 6th Edition Highway Capacity Manual

The City’s 2011 TMP identified LOS standards for the City’s roadway network. In general, it required LOS D operations at signalized intersections along arterial streets and at unsignalized intersecting arterials for most streets.

Additionally, the City measures the performance of its roadway system based on the volume to capacity (V/C) ratio of principal and minor arterials. The V/C ratio compares roadway demand (vehicle volumes) with roadway supply (carrying capacity). If a roadway has a V/C of 1.0, the roadway is operating at full capacity. The 2011 TMP set a V/C standard of 0.90 or lower for most principal and minor arterials, but recognized certain streets where these standards may not be achievable due to topographical, land ownership, or other feasibility constraints.

This Transportation Element revises these standards for City-owned roadway facilities, specifically to allow for LOS E operations at intersections and a higher V/C (1.1) within King County [candidate] Countywide Centers. These revisions recognize that the City must balance the needs of vehicles with the needs of other street users, including people walking and bicycling in urban districts, like the four designated centers.

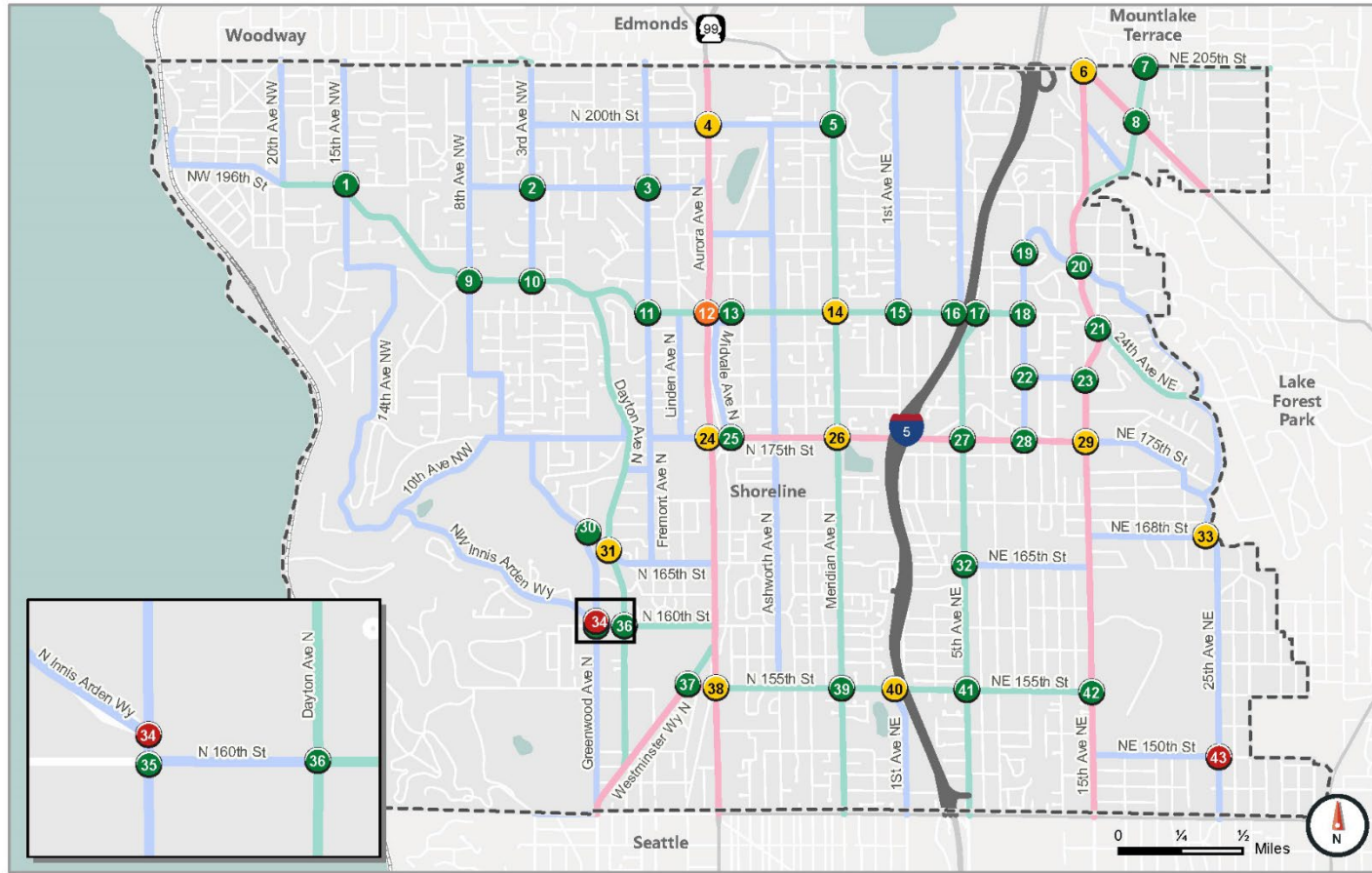
In addition to City facilities, there are also state-owned roadway facilities in Shoreline. The LOS standards for these facilities are assigned by the Washington State Department of Transportation (WSDOT) and are as follows:

- SR 99 has a LOS standard of D
- SR 523 has a LOS standard of E mitigated⁵
- SR 104 from SR 99 to 15th Ave NE has a LOS standard of D
- SR 104 from 15th Ave NE to the eastern city limits has a LOS standard of E mitigated

Figure 3 and **Table 4** show how several intersections in Shoreline are operating today (intersection numbers on map correspond with Map ID# in table).

⁵ E mitigated means that congestion should be mitigated (such as transit) when p.m. peak hour LOS falls below LOS "E"

Figure 3: Existing Level of Service in Shoreline



Level of Service
 ● A - C ● D ● E ● F

Roadway Functional Classification
 — Interstate — Minor Arterial
 — Principal Arterial — Collector Arterial

Note: Intersection numbers correspond with the Map ID number in Table 4.

Table 4: Existing Level of Service in Shoreline (mapped in the preceding Figure 3)

Map ID	Intersection Location	Delay (seconds)	LOS	Map ID	Intersection Location	Delay (seconds)	LOS
1	15th Ave NW & NW 195th St	19	C	23	15th Ave NE & NE 180th St	8	A
2	3rd Ave NW & NW 195th St	14	B	24	Aurora Ave N & N 175th St	55	D
3	Fremont Ave N & N 195th St	10	B	25	Midvale Ave N & N 175th St	10	B
4	Aurora Ave N & N 200th St	53	D	26	Meridian Ave N & N 175th St	49	D
5	Meridian Ave N & N 200th St	8	A	27	NE 175th St & 5th Ave NE	18	B
6	Ballinger Way NE & NE 205th St & 15th Ave NE	46	D	28	NE 175th St & 10th Ave NE	6	A
7	NE 205th St & 19th Ave NE	31	C	29	15th Ave NE & NE 175th St	38	D
8	Ballinger Way NE & 19th Ave NE	29	C	30	Greenwood Ave N & Carlyle Hall Rd	17	C
9	NW Richmond Beach Rd & 8th Ave NW	26	C	31	Dayton Ave N & Carlyle Hall Rd	26	D
10	3rd Ave NW & NW Richmond Beach Rd	17	B	32	5th Ave NE & NE 165th St	10	A
11	Fremont Ave N & N 185th St	25	C	33	24th Ave NE & NE 168th St	26	D
12	Aurora Ave N & N 185th St	59	E	34	Greenwood Ave N & NW Innis Arden Wy	97	F
13	Midvale Ave N & N 185th St	7	A	35	Greenwood Ave N & N 160th St	18	C
14	Meridian Ave N & N 185th St	40	D	36	Dayton Ave N & N 160th St	15	B
15	1st Ave NE & NE 185th St	15	B	37	Westminster Way N & N 155th St	19	B
16	5th Ave NE & NE 185th St (West Side of I-5)	19	C	38	Aurora Ave N & N 155th St	49	D
17	5th Ave NE & NE 185th St (East Side of I-5)	16	B	39	Meridian Ave N & N 155th St	34	C
18	10th Ave NE & NE 185th St	9	A	40	1st Ave NE & N 155th St	26	D
19	10th Ave NE & NE Perkins Way & NE 190th St	8	A	41	5th Ave NE & NE 155th St	13	B
20	NE Perkins Way & 15th Ave NE	20	B	42	15th Ave NE & NE 155th St	21	C
21	15th Ave NE & 24th Ave NE	7	A	43	25th Ave NE & NE 150th St	96	F
22	10th Ave NE & NE 180th St	10	B				

Source: Fehr & Peers, 2021

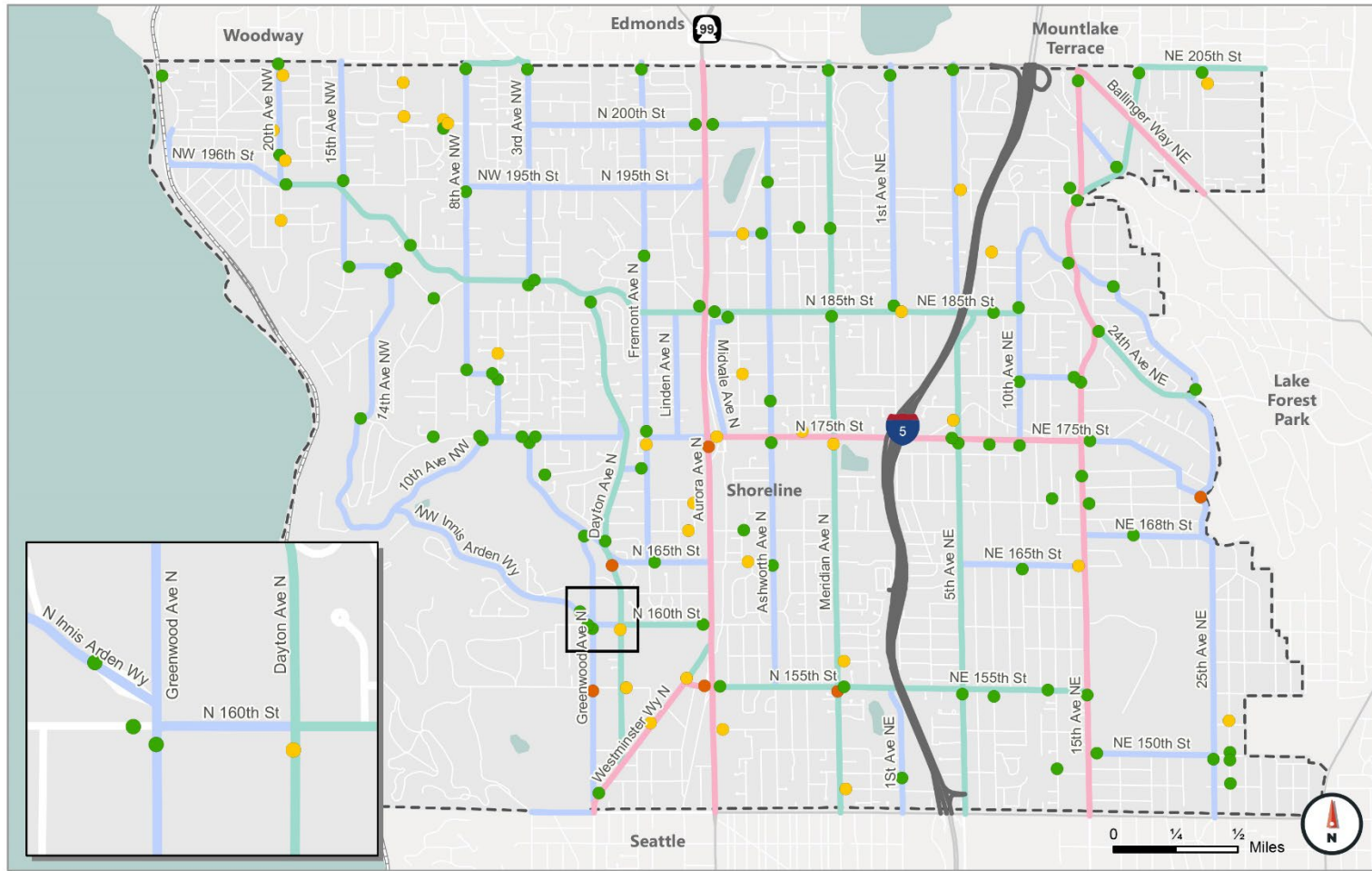
Measured Vehicle Speeds

Another way of checking intersection operations with actual travel data is by looking at average vehicle speeds which can be an indicator of congestion. Average vehicle speeds during the PM peak hour were compared to posted speed limits at 134 locations along Shoreline's roadway network. **Figure 4** shows that there is minimal congestion during the PM peak hour in Shoreline for locations with available speed data. None of the locations have PM peak period speeds that are more than 50 percent below the posted speed limit. Only about 30 percent of the analyzed locations have congested speeds that are 15 to 50 percent below the posted speed limit. Therefore, most vehicles are traveling at speeds that are close to the posted speed limits. Note that while this map doesn't report on 145th Street and 205th Street because they are outside of the City's jurisdiction, the City is monitoring their conditions and helping to plan these corridors with neighboring cities and transportation agencies.

Existing Traffic Volumes

Figure 5 shows average weekday traffic volumes for roadways in Shoreline as of 2019.

Figure 4. Speed Analysis

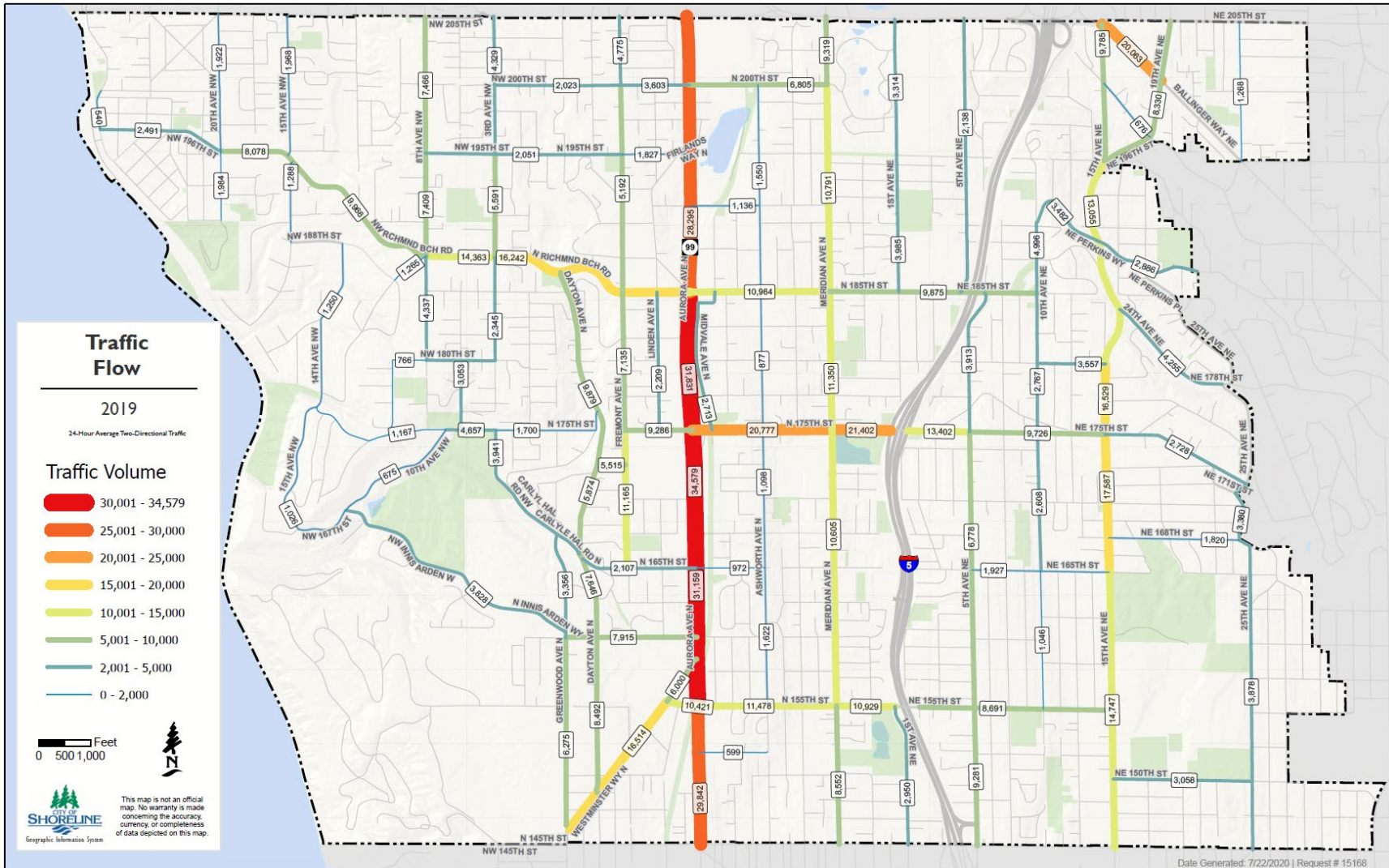


PM Peak Hour Speed Deviation
 ● 0-15% below posted speed ● 15-25% below posted speed ● 25-50% below posted speed

Roadway Functional Classification
 — Interstate — Minor Arterial
 — Principal Arterial — Collector Arterial

Speed Analysis

Figure 5. Average Weekday Traffic Flows in 2019



Source: City of Shoreline, 2019 Annual Traffic Report

Future Traffic Growth

By 2044, the City's Comprehensive Plan anticipates adding 13,330 additional households and 10,000 new jobs. To understand how this growth (and anticipated regional growth outside of the city) will impact Shoreline's transportation system, the City must project growth and its impacts into the future using specialized travel models. For this Transportation Element, the City has projected just over 20 years into the future, developing a travel model with horizon year 2044. This travel model was based on the Puget Sound Regional Council (PRSC) regional model, which considers many data points such as local and regional transportation investments (such as extending light rail to Lynnwood), road usage charges, and demographic shifts in household size, income, and composition to understand how travel patterns might change in the future. This modeling effort provides one of the best means to evaluate anticipated traffic congestion in 2044 both on local streets and on state facilities.

Future Vehicle Congestion

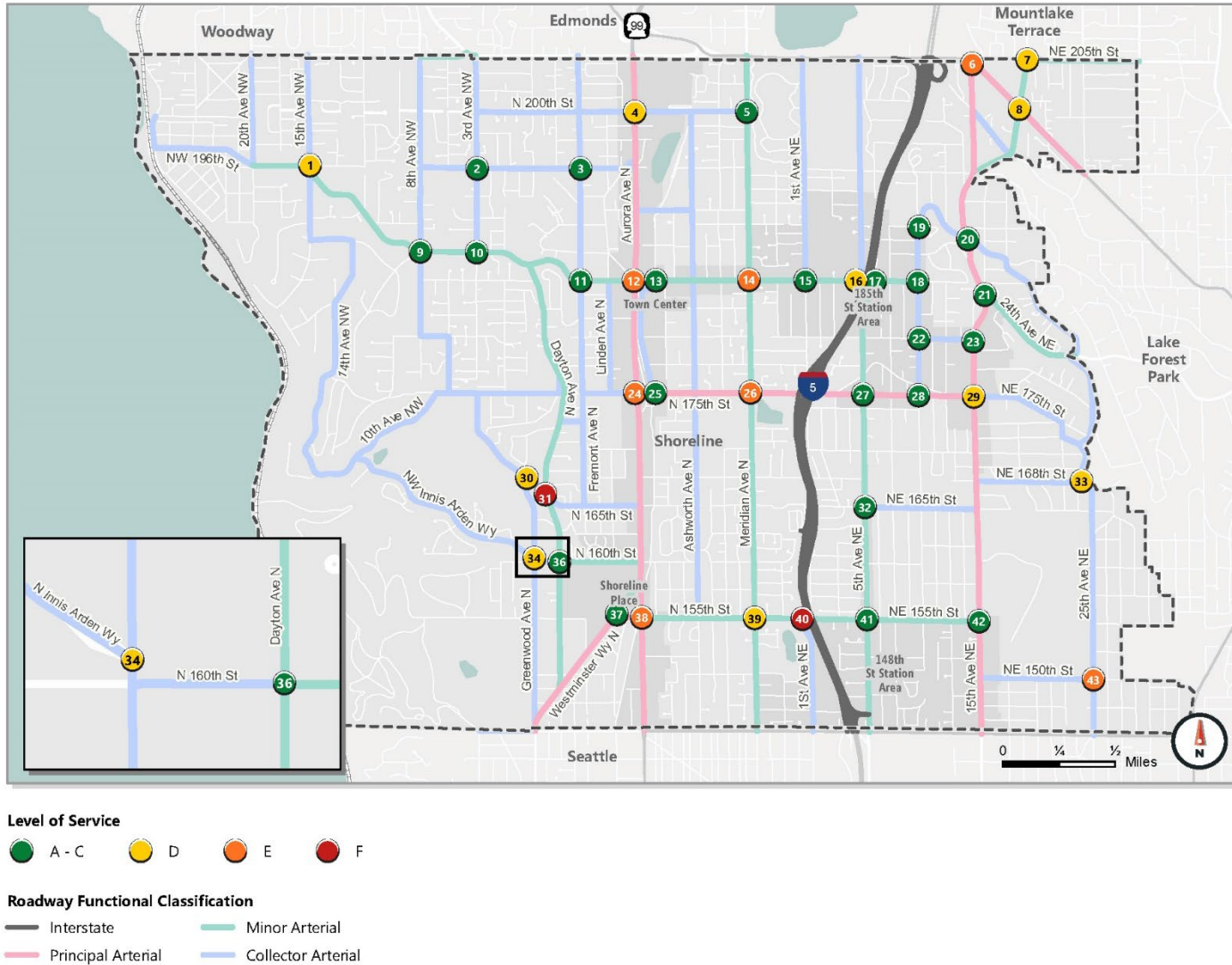
The City must balance the needs of vehicles with the needs of other street users, including people walking and bicycling. This is especially true in urban districts, like the four designated [candidate] Countywide Centers (areas near the 148th Street and 185th Street light rail stations, Shoreline Place, and "Town Center" along Aurora Avenue) where Shoreline will be concentrating the most growth as these areas will be adjacent to more transportation options. King County's designated Countywide Centers are locations with zoned densities that can support high-capacity transit and shorter trips on foot to nearby supportive land uses and can serve as a focal point for investment. In part due to more transportation options in these areas, this Transportation Element proposes to revise the City of Shoreline LOS policy to allow more automobile delay (LOS E) at intersections within the Countywide Centers and along state routes but maintain the current LOS policy (LOS D) outside of these areas. State routes serve as important regional connections and are more impacted by regional travel patterns outside of the City's control. They also carry the highest volumes of traffic within the City, so these facilities often experience higher levels of delay.

This balanced approach allows the City to incentivize growth in the Countywide Centers where infrastructure is available to support more trips by foot, bike, and transit, while upholding a more stringent intersection delay standard in areas where less supportive multimodal infrastructure exists.

Using the projected traffic growth from the City's travel model, the projected 2044 delay and LOS at key intersections was calculated. The following **Figure 6** and **Table 5** show the expected LOS for intersections in Shoreline in 2044. It is important to note that not all arterial intersections were studied as part of this effort; as growth occurs, localized impacts to intersections are studied on a project-by-project basis for compliance with LOS standards.

In addition to evaluating traffic growth in local facilities, State guidance requires that this Transportation Element consider estimated traffic impacts to state-owned transportation facilities resulting from land use growth anticipated by 2044. **Table 6** summarizes traffic operations projected on state facilities by 2044, based on the modeling assumptions described above. Aurora Ave N is not included in Table 6. The City of Shoreline considers the Aurora Corridor to be mitigated to the extent feasible as it relates to non-transit vehicles. Any future vehicle-oriented improvements to the Aurora Corridor will focus on transit speed and reliability rather than adding general capacity improvements to encourage more trips through the City by single occupant vehicles.

Figure 6. Future Automobile Level of Service in Shoreline by 2044



Note: Intersection numbers correspond with the information in Table 5.

Table 5: Future Level of Service in Shoreline (mapped in Figure 6)

Map ID	Intersection Location	Delay (seconds)	LOS	Map ID	Intersection Location	Delay (seconds)	LOS
1	15th Ave NW & NW 195th St	26	D	23	15th Ave NE & NE 180th St	22	C
2	3rd Ave NW & NW 195th St	17	C	24	Aurora Ave N & N 175th St	72	E
3	Fremont Ave N & N 195th St	12	B	25	Midvale Ave N & N 175th St	12	B
4	Aurora Ave N & N 200th St	54	D	26	Meridian Ave N & N 175th St	73	E
5	Meridian Ave N & N 200th St	9	A	27	NE 175th St & 5th Ave NE	23	C
6	Ballinger Way NE & NE 205th St & 15th Ave NE	62	E	28	NE 175th St & 10th Ave NE	8	A
7	NE 205th St & 19th Ave NE	37	D	29	15th Ave NE & NE 175th St	42	D
8	Ballinger Way NE & 19th Ave NE	43	D	30	Greenwood Ave N & Carlyle Hall Rd	30	D
9	NW Richmond Beach Rd & 8th Ave NW	30	C	31	Dayton Ave N & Carlyle Hall Rd	53	F
10	3rd Ave NW & NW Richmond Beach Rd	26	C	32	5th Ave NE & NE 165th St	13	B
11	Fremont Ave N & N 185th St	32	C	33	24th Ave NE & NE 168th St	26	D
12	Aurora Ave N & N 185th St	79	E	34	Greenwood Ave N & NW Innis Arden Wy ¹	31	D
13	Midvale Ave N & N 185th St	8	A	35	Greenwood Ave N & N 160th St ¹		
14	Meridian Ave N & N 185th St	59	E	36	Dayton Ave N & N 160th St	17	B
15	1st Ave NE & NE 185th St	18	B	37	Westminster Way N & N 155th St	25	C
16	5th Ave NE & NE 185th St (West Side of I-5)	28	D	38	Aurora Ave N & N 155th St	78	E
17	5th Ave NE & NE 185th St (East Side of I-5)	29	C	39	Meridian Ave N & N 155th St	52	D
18	10th Ave NE & NE 185th St	14	B	40	1st Ave NE & N 155th St	55	F
19	10th Ave NE & NE Perkins Way & NE 190th St	9	A	41	5th Ave NE & NE 155th St	19	B
20	NE Perkins Way & 15th Ave NE	27	C	42	15th Ave NE & NE 155th St	25	C
21	15th Ave NE & 24th Ave NE	7	A	43	25th Ave NE & NE 150th St	43	E
22	10th Ave NE & NE 180th St	15	C				

Source: Fehr & Peers, 2021

¹ The intersections of Greenwood Ave N & NW Innis Arden Wy and Greenwood Ave N & N 160th St are planned as a single roundabout intersection in 2044.

Table 6: Future Level of Service on State Facilities not Discussed Above

ID	Facility	From	To	LOS Standard	V/C Ratio (2019)		V/C Ratio (2044)		Notes on Impacts under 2044 Conditions
					NB/EB	SB/WB	NB/EB	SB/WB	
1	Interstate 5	NE 145th St	NE 175th St	LOS D	0.89	0.75	0.90	0.74	SB meets LOS D standard; NB exceeds LOS D standard
2	Interstate 5	NE 175th St	SR 104	LOS D	0.80	0.72	0.81	0.73	Meets LOS D standard along both directions
3	SR 104	west of I-5	-	LOS D	0.50	0.54	0.51	0.57	Meets LOS D standard along both directions
4	SR 104	east of I-5	-	LOS E Mitigated	0.36	0.27	0.36	0.26	Meets LOS E Mitigated standard along both directions
5	N/NE 145 th (SR 523)	west of I-5	-	LOS E Mitigated	0.47	0.40	0.41	0.53	Meets LOS E Mitigated standard along both directions
6	NE 145 th (SR 523)	east of I-5	-	LOS E Mitigated	0.56	0.54	0.63	0.52	Meets LOS E Mitigated standard along both directions

Walking and Bicycling

Facilities for walking and bicycling are essential components of the City's multimodal transportation system. Safe and convenient pedestrian infrastructure makes it easier and more convenient to take short trips by foot or wheelchair. Pedestrian infrastructure includes a range of treatments spanning from sidewalks and crosswalks, to trails and shared-use paths. Most of the City's principal and minor arterials have sidewalks; some lower classified roadways (including local streets) also have sections of sidewalk. Even where sidewalks are present, they are not always wide enough to accommodate passing another person comfortably or provide a buffer from fast-moving traffic. Many sections have insufficient lighting, and some sections are in substandard condition or not ADA compliant. An inventory of all existing sidewalks and shared-use paths is shown in **Figure 7**.

Bicycling facilitates longer trips than walking with similar benefits to the environment, individuals, and the community. Electric bikes and scooters provide even more mobility options for longer trips and make trips in difficult terrain easier. There is a variety of different bicycling infrastructure types that can appeal to bicyclists and riders of electric bikes and scooters with varying levels of experience and confidence. Bicycle facilities currently found in Shoreline include shared-use paths/trails, bike lanes, sharrows, and signed bicycle routes. While there are bike lanes on some key roadways, such as sections of NE 155th Street, NE 185th Street, NW Richmond Beach Road, 15th Avenue NE, and 5th Avenue NE, there are many gaps in the bicycle network and many of the facilities are not comfortable for users of all ages and abilities. Shoreline's existing bicycle network is shown in **Figure 8**.

Figure 7. Existing Sidewalks

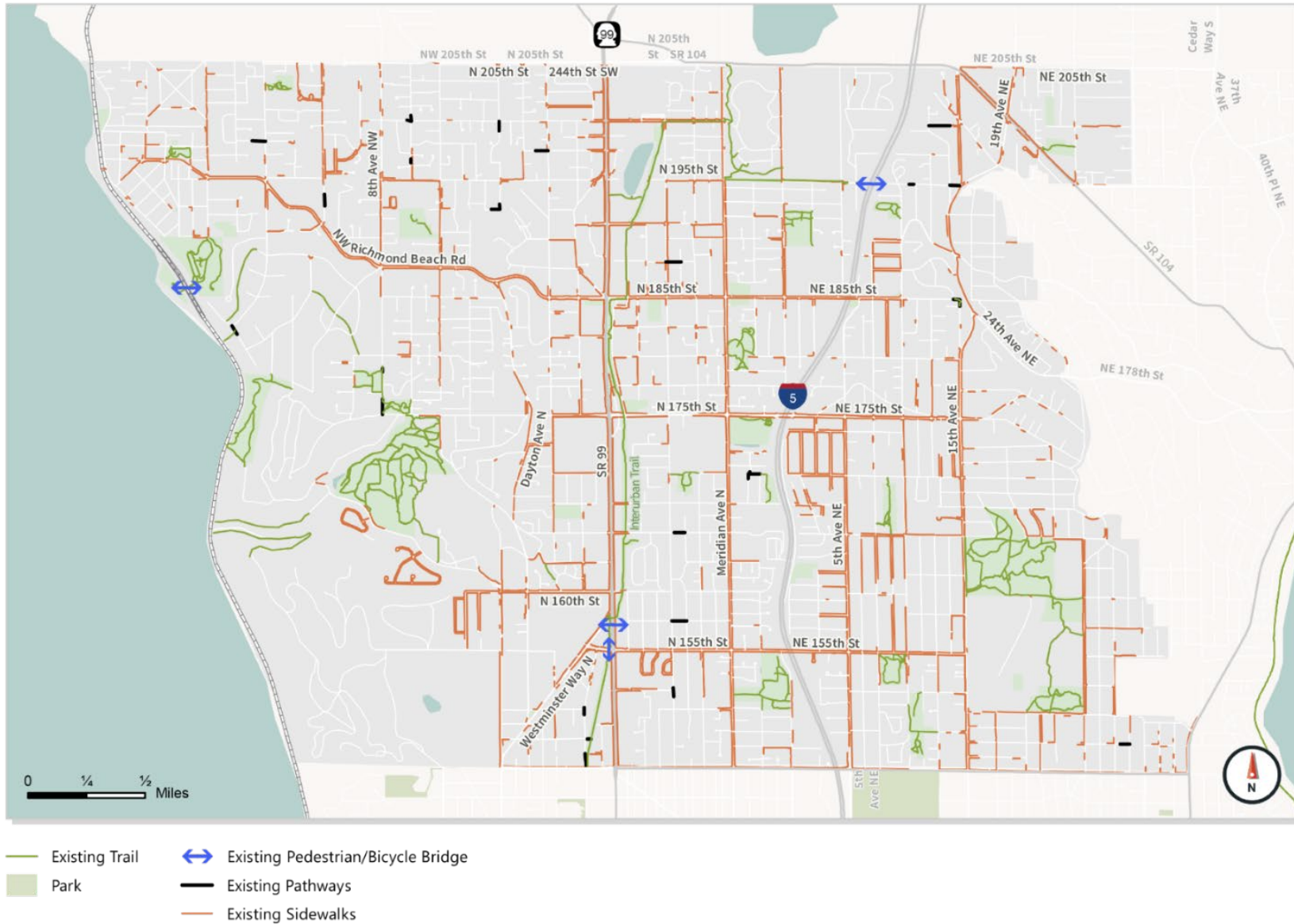
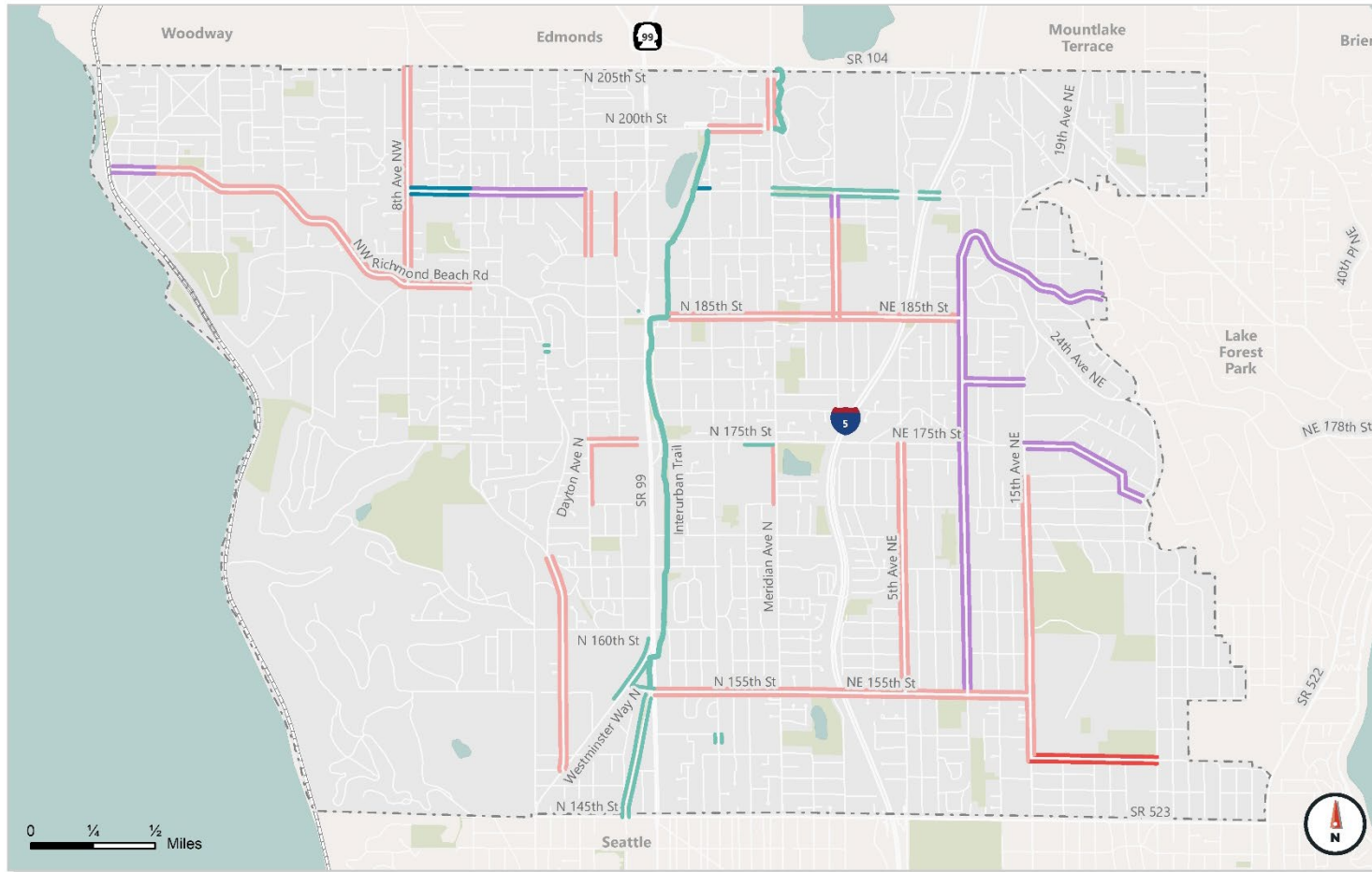


Figure 8. Existing Bicycle Facilities



- Existing Bike Facilities**
- Bike Facility - Horizontal and Vertical Separation
 - Bike Facility - Horizontal Separation
 - Bike Facility - No Horizontal or Vertical Separation
 - Bike Facility - Vertical Separation
 - Shared Lane/Sharrow

- City Boundary
- Park

City of Shoreline
Existing Bike Facilities

Transit

To provide convenient and equitable connections to transit for Shoreline residents, employees, and visitors, the City must support access to transit by all modes of travel and ensure that street infrastructure enables transit to operate safely, efficiently, and reliably. While transit has historically been made up of fixed route bus and light rail services, flexible microtransit is another important service that can provide first and last mile connections to fixed route transit and key local destinations.

King County Metro Transit (KC Metro), Community Transit (CT), and Sound Transit (ST) all serve travelers in Shoreline. Additionally, travelers have access to KC Metro paratransit service, Community Van and Ride Share programs, and Transportation Network Companies (TNCs) such as Uber and Lyft. KC Metro connects Shoreline through bus transit service to destinations throughout King County; CT provides service to destinations throughout Snohomish County; and ST offers regional bus service from Shoreline to Seattle, Mountlake Terrace, Lynnwood, and Everett via I-5. **Figure 9** shows KC Metro's service plan (as of March 2022) and **Figure 10** shows CT and ST routes.

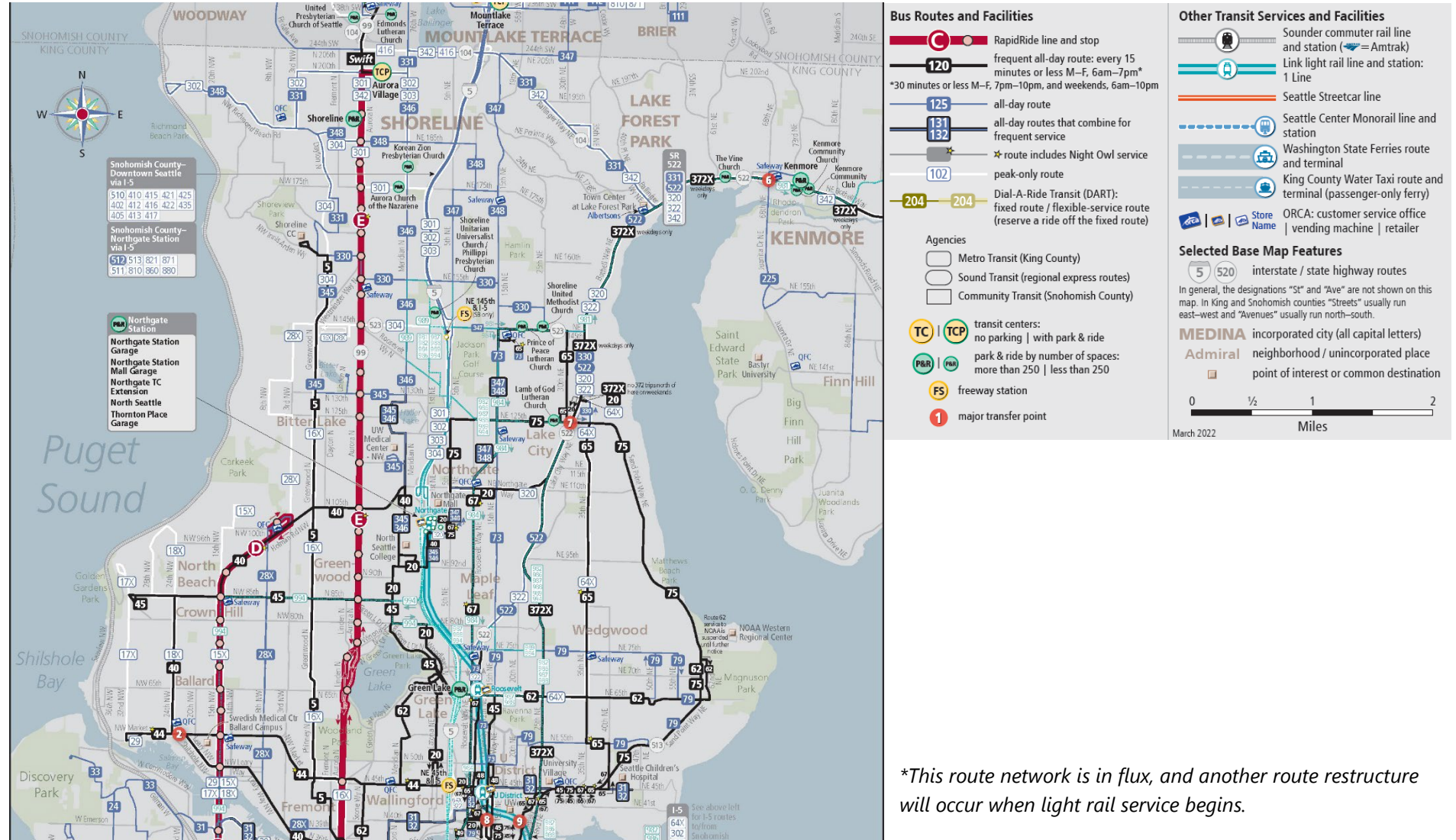
The Aurora Village Transit Center is located on the north side of N 200th Street and just east of Aurora Avenue. The facility serves as a multi-modal transfer point which connects CT and KC Metro transit service. The City of Shoreline also has nine Park & Ride facilities, ranging in size from 20 to 393 parking spaces.

There are various factors that act as deterrents and/or limit the use of transit in Shoreline including:

- Gaps in active transportation infrastructure.
- Lack of safe and comfortable access to transit facilities, such as missing, narrow, or deteriorated pedestrian facilities and lack of lighting; and/or busy intersections or a lack of crosswalks.
- Potential transit riders may find deficiencies in the network or feel uncomfortable or at risk while riding on transit.

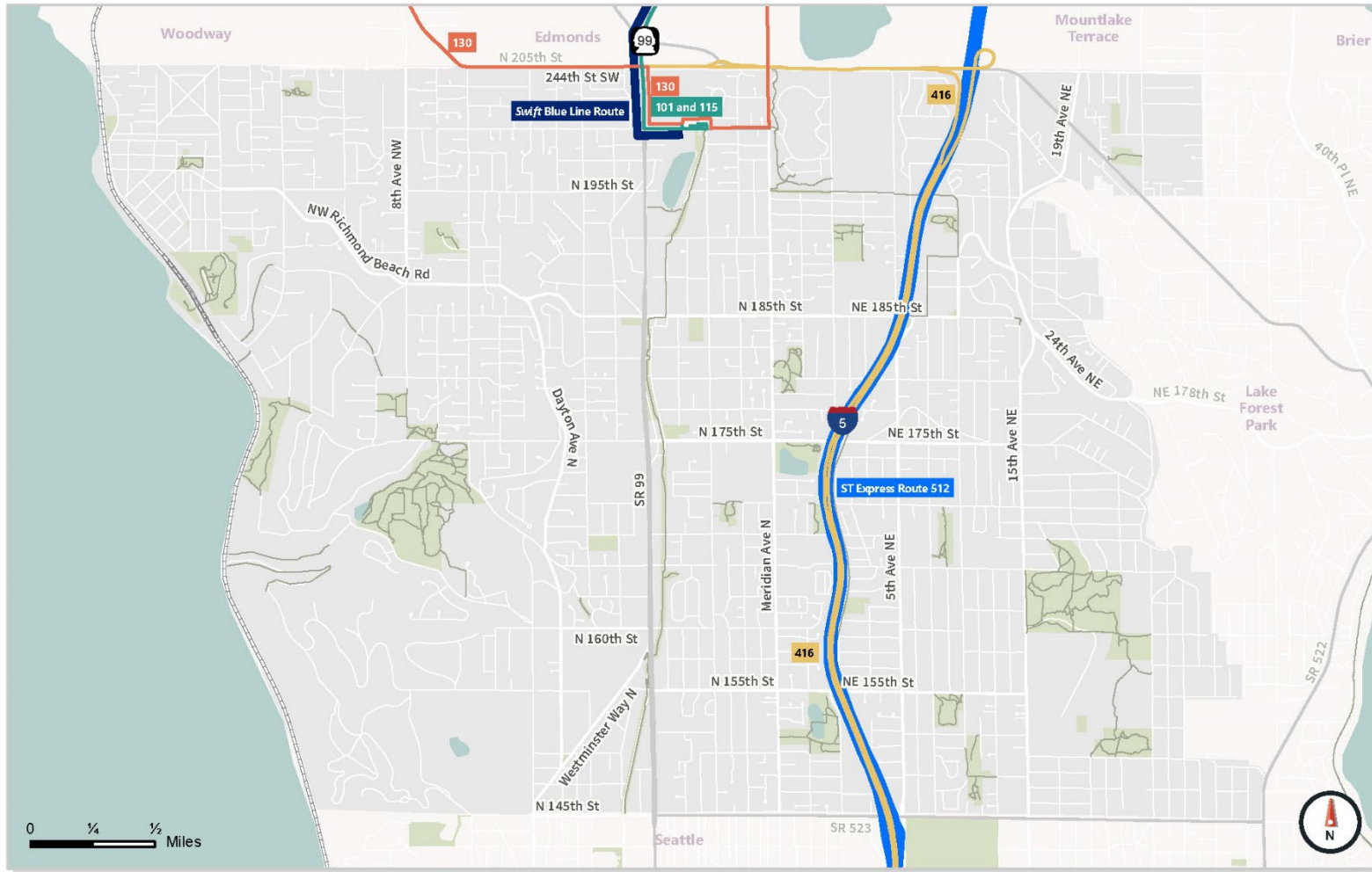
KC Metro, CT, and ST are currently implementing long range planning efforts to provide reliable, consolidated services throughout Shoreline and the Puget Sound region. The adoption of Sound Transit plans (ST2, ST3) by regional voters and the development of the KC Metro Connects Plan lay groundwork that establishes a roadmap for fixed-route transit service over the next 25 years. Based on known information in 2022 from transit service providers and their plans, **Figure 11** provides a look at what future transit service in Shoreline will look like, including KC Metro routes, and Sound Transit light rail and bus rapid transit (BRT) service. Additionally, CT is working on extending transit service provided by Swift Blue Line to integrate with the region's long-range plans.

Figure 9. 2021 King County Metro Route Network*



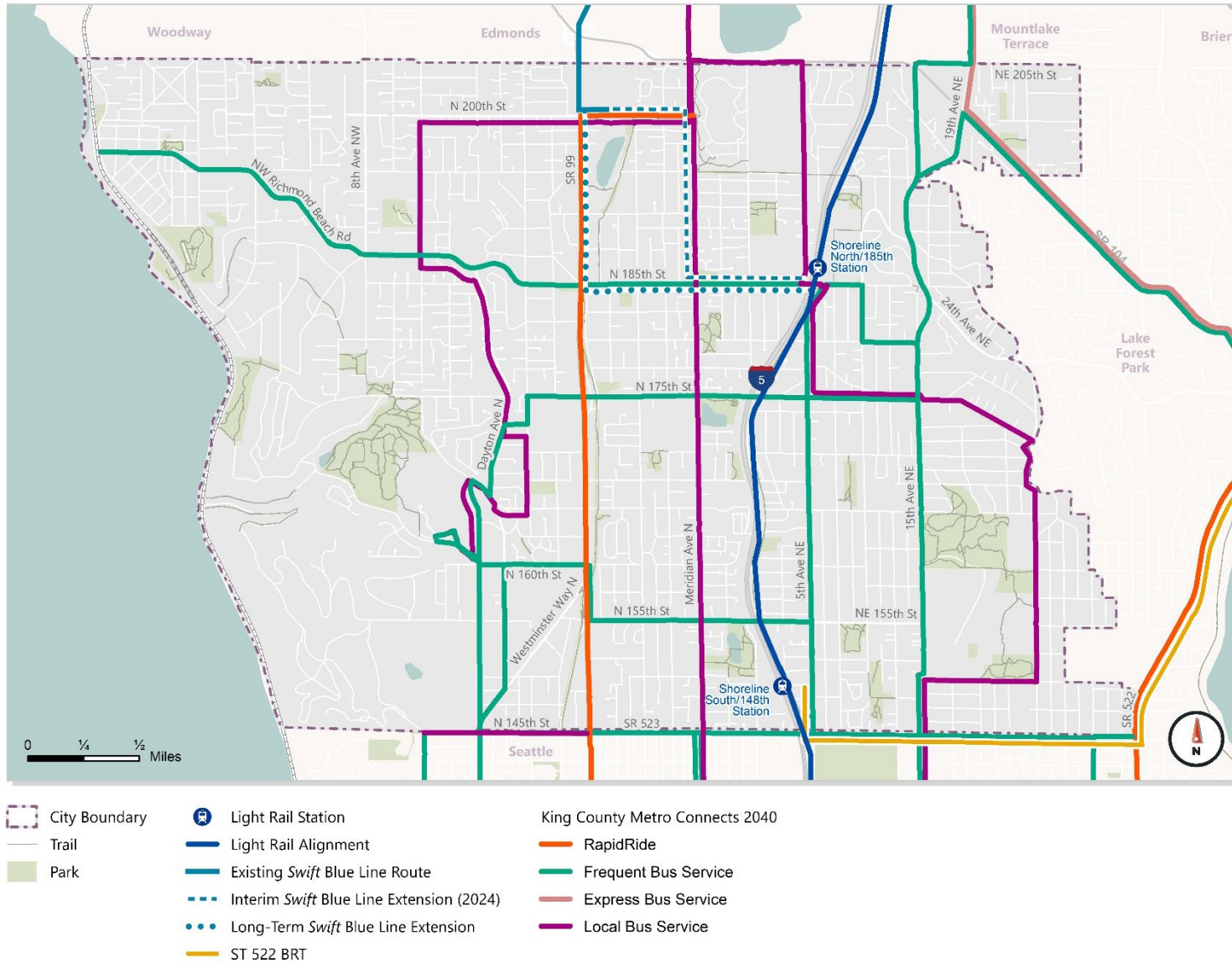
*This route network is in flux, and another route restructure will occur when light rail service begins.

Figure 10. Existing Community Transit and Sound Transit Routes



- | | | |
|---------|-----------------------|--------------------------|
| — Trail | ST Express Route 512 | Community Transit Routes |
| Park | Swift Blue Line Route | 101 and 115 |
| | | 130 |
| | | 416 |

Figure 11. Future Fixed Route Transit Service



Freight and Truck Mobility

Freight plays a critical role in the economic vitality of Shoreline; businesses and residents rely on freight shipped via trucks. Truck sizes range from single-unit trucks (such as package delivery, moving, and garbage trucks that navigate through neighborhoods), to large semi-truck trailers delivering vehicles and freight to local businesses. Trucks delivering wholesale and retail goods, business supplies, and building materials throughout Shoreline contribute to and are impacted by traffic congestion. The City partners with regional agencies and the State to build and maintain Freight and Goods Transportation System (FGTS) routes. Designated FGTS routes aim to prevent heavy truck traffic on lower volume streets and promote the use of adequately designed roadways. WSDOT classifies roadways using five freight tonnage classifications, which are described in **Table 7**.

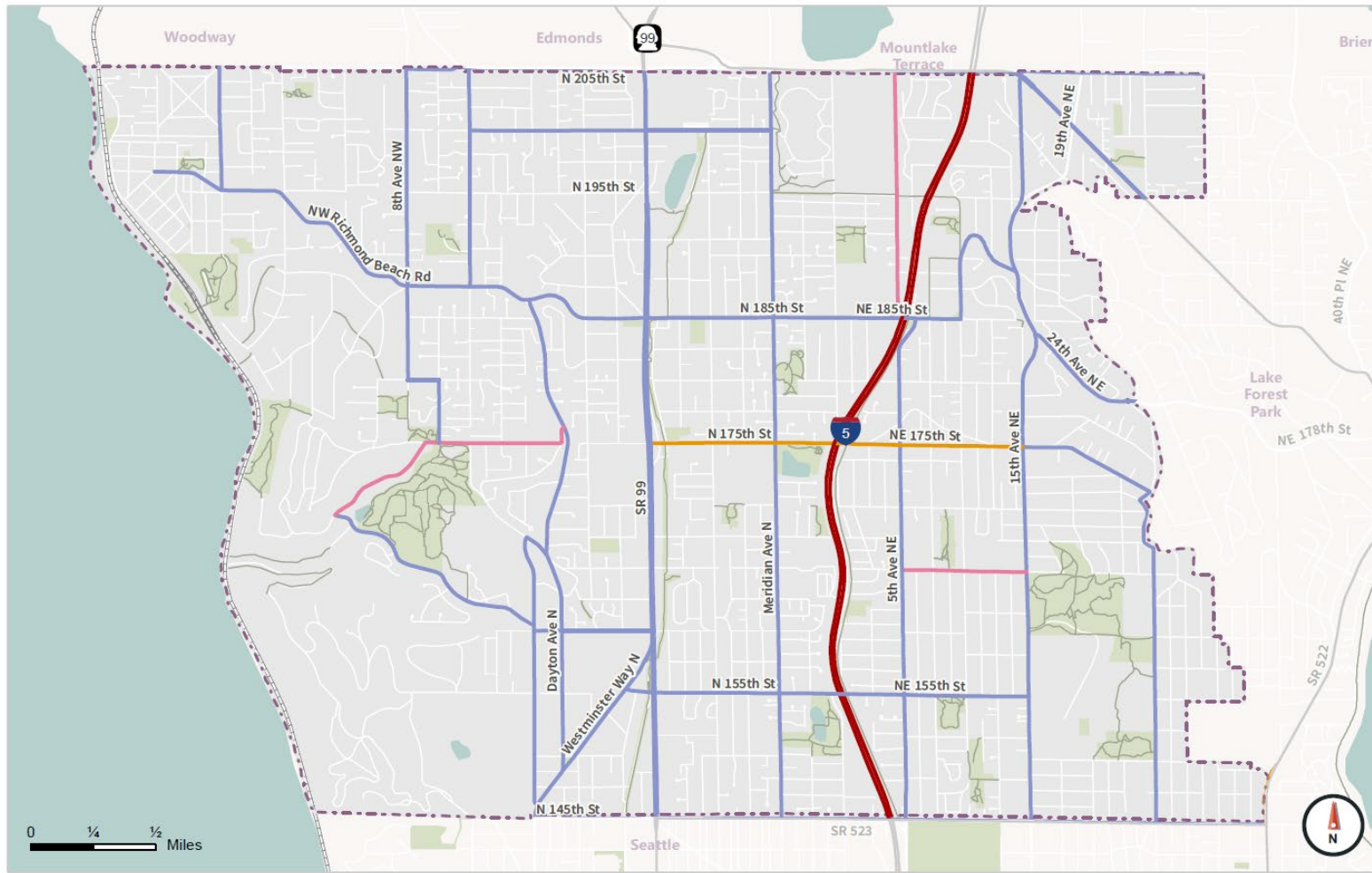
Table 7: WSDOT Freight Classification








Freight Corridor	Description
T-1	More than 10 million tons of freight per year
T-2	Between 4 million and 10 million tons of freight per year
T-3	Between 300,000 and 4 million tons of freight per year
T-4	Between 100,000 and 300,000 tons of freight per year
T-5	At least 20,000 tons of freight in 60 days and less than 100,000 tons per year

Source: WSDOT Washington State Freight and Goods Transportation System (FGTS) 2019 Update, 2020

As shown in **Figure 12**, I-5, which is part of the national Interstate Highway system, is a T-1 corridor that runs north/south through Shoreline and moves more than 10 million tons of freight per year. The only T-2 corridor within city limits is 175th Street, on both sides of I-5. Several roadways in Shoreline are classified as T-3 corridors, as they facilitate the movement of between 300,000 and 4 million tons of freight per year.

Figure 12. WSDOT Classified Freight Routes



- | | |
|---|---|
|  City Boundary | WSDOT Freight Classification |
|  Trail |  T-1 |
|  Park |  T-2 |
| |  T-3 |
| |  T-4 |

Existing Freight Network

Air and Water Facilities

There are no airports located in Shoreline. The closest public airports are Paine Field, located approximately 12 miles north which provides limited passenger flights, and Seattle-Tacoma International Airport located approximately 25 miles south.

Puget Sound makes up Shoreline's western border, so residents do have access to the water for recreation though there is no boat ramp access. There are no ferry terminals in Shoreline, but the Edmonds/Kingston ferry dock is located five miles north of the City.

Opportunities and Challenges

This Transportation Element provides a framework to guide transportation investments over the next 20 years to support the City's 2024 Comprehensive Plan, comply with the State's Growth Management Act, and to fulfill the City's vision and goals for transportation, which were developed with the community and endorsed by Shoreline's City Council in May 2021. The following discussion notes key opportunities and challenges to implementing this vision, based on Shoreline's transportation system today.

Goal 1: Safety

Make Shoreline's transportation system safe and comfortable for all users, regardless of mode or ability.

The safety of all transportation users is important to the City of Shoreline. A common interest among all transportation modes (users?) is the need to get to one's destination safely. The City's collision data was analyzed to identify collision hotspots and overall collision trends in Shoreline. Between January 2010 and December 2019, there were a total of 4,995 collisions reported in the city. Of note, 263 (5%) of the total collisions involved pedestrians or bicyclists, 1,635 (33%) resulted in injuries, and 10 fatalities were reported. Of the total fatalities, 80 percent were vehicle-vehicle collisions, and 20 percent involved a pedestrian.

In Shoreline, all classified local streets have a speed limit of 25 mph and facilitate less vehicular movement than arterial streets, so there is less opportunity for collisions to occur on local streets and less severe outcomes when they do occur. Although local streets account for about 73% of roadway centerline miles, collision data dating back to 2010 consistently shows that less than 10% of injury collisions occur on local streets.

The City conducts a system-wide traffic safety analysis annually to identify locations where safety improvements should be prioritized. Addressing priority locations by implementing proven safety countermeasures will help Shoreline achieve a safer and more welcoming transportation system.

While safety statistics are an important component of this goal, it is also important to **ensure that people feel safe walking, bicycling, and using transit**, otherwise they will not choose to do so. Community feedback indicates that many people do not feel safe walking, bicycling, or riding transit. Sidewalk gaps, gaps in bicycle facilities, insufficient lighting, and facilities that are not ADA compliant deter people from walking, bicycling, and taking transit in Shoreline.

This Transportation Element identifies new and improved facilities to address gaps in the pedestrian and bicycle network and provide safe and comfortable access to transit facilities. Overall, meaningful improvements in safety for all users of Shoreline's transportation system will require a multi-disciplinary and multi-agency approach that involves implementation of engineering solutions as well as non-physical improvements, such as education, encouragement, and ongoing evaluation.

Goal 2: Equity

Ensure all people, especially those whose needs have been systemically neglected, are well served by making transportation investments through an anti-racist and inclusive process which results in equitable outcomes.

People who live and work in Shoreline are diverse, so it is critical that transportation investments **serve the needs of all people** and that decision makers consider diverse perspectives. The 2018 Sidewalk Prioritization Plan included equity as a criterion for prioritizing sidewalk projects with the intent to provide support to populations who have the greatest need, including children, older adults, people with disabilities, lower income communities, and under-served communities. In addition, the City's 2019 ADA Transition Plan responded to community needs by identifying non-compliant mobility barriers and proposing ways to remove barriers and prioritize ADA facility construction.

This Transportation Element seeks to ensure that transportation investments equitably serve all people in Shoreline. Conducting equitable public outreach and evaluating projects through an equity lens was part of this process.

Goal 3: Multimodality

Expand and strengthen the multimodal network, specifically walking, bicycling, and transit, to increase the number of safe, convenient, reliable, and accessible travel options.

Having a variety of realistic and reliable transportation modes gives people travel choices, which helps to optimize the people-carrying capacity of our transportation system and reduces reliance on driving. While people have expressed a strong desire to use transit and are excited for upcoming light rail extensions, there are **gaps in transit service** that make transit an inconvenient option for many. Residents have expressed a need for more frequent service, new routes, and new connections from neighborhoods to light rail and bus stops in order for transit to become a truly viable option. Developing a network of **Complete Streets** that accommodate all modes and abilities is also vital to increasing walking, bicycling, and riding transit.

This Transportation Element identifies investments to expand and strengthen the pedestrian, bicycle, and transit networks and provide more seamless connections between various modes to the extent practical, which could include the development of "mobility hubs" – places of connectivity where different modes of transportation come together seamlessly and can be easily accessed.

Goal 4: Connectivity

Complete a network of multimodal transportation connections to and from key destinations such as parks, schools, community services, commercial centers, places of employment, and transit.

Having a complete and connected transportation network provides Shoreline residents seamless opportunities to travel to and from various destinations of interest. People are discouraged from walking, bicycling, and using transit if there are gaps in the transportation network. The 2018 Sidewalk Prioritization Plan echoed the importance of connectivity and proximity as criteria used to score sidewalk projects, with emphasis placed on improved pedestrian connections to schools, parks, transit, and activity centers. Public outreach feedback received in support of this Transportation Element highlighted that connectivity is a challenge for many roadway users. There are **gaps in the sidewalk and bicycle networks**, which make it challenging to walk and bicycle to access jobs, services, and other destinations.

This Transportation Element identifies investments to enhance pedestrian and bicycle connections to and from key destinations by filling gaps in current sidewalk, bicycle, trail, pathway, and transit networks surrounding parks, schools, community services, commercial centers, places of employment, and bus stops and transit stations.

Goal 5: Climate Resiliency

Increase climate resiliency by promoting sustainability, reducing pollution, promoting healthy habitats, and supporting clean air and water.

Transportation decisions directly affect the environment. Streets and other transportation facilities comprise the majority of public space in Shoreline. Transportation infrastructure is typically hardscape, which generates runoff and carries contaminants into streams and waterways. Therefore, transportation infrastructure in Shoreline should be designed to promote sustainability, reduce pollution, and support clean air and water. Encouraging multimodal, connected transportation options gets people out of their cars and plays a significant role in advancing the goal of protecting the environment. The “Climate Resiliency” prefix to the criteria of Connectivity and Multimodality, and Built Environment shows how these criteria are interrelated and support Shoreline Climate Action Plan goals. Climate Resiliency-Built Environment metrics assign project points for areas of **surface water vulnerabilities and urban heat islands**. Climate Resiliency-Multimodality and Climate Resiliency-Connectivity metrics assign points for projects that build better pedestrian, bicycle, and transit connections which, in turn, helps reduce transportation-related greenhouse gas emissions by **encouraging taking other travel modes than driving**.

This Transportation Element identifies investments to expand transit use, provide more pedestrian and bicycle transportation options, and improve the operations of the City’s street network to be more efficient, and seeks to incorporate street design elements such as trees, landscaping, planted medians, and permeable paving to reduce the impact of the City’s transportation system on the environment.

Goal 6: Vibrant Community

Foster livability by evoking a sense of identity through arts/culture, attracting and sustaining desired economic activity, and accommodating the movement of people and goods.

Shoreline’s livability is highly dependent on its transportation system. Lengthy commutes and traffic congestion inhibit desired economic activity and directly impact quality of life. Shoreline residents want to see design elements that **promote a sense of community** and make people proud to live and work in Shoreline. While the City already incorporates some design elements to achieve this vision, there are opportunities to incorporate additional placemaking elements that enhance Shoreline’s unique character.

This Transportation Element prioritizes opportunities to include spaces for community gathering and play, benches for sitting, lighting for safety, public art for placemaking, and signage for guiding people throughout the City. This goal also seeks to promote a connected transportation system with multimodal options which can attract and sustain desired economic activity and accommodate the movement of both people and goods.

MODAL NETWORKS

The City of Shoreline recognizes that a complete, safe, and equitable transportation system includes facilities that support all travelers, regardless of which mode they choose: walking, biking, taking transit, using a shared mode, or driving. To do this, the City takes a layered network approach to focus on how Shoreline's transportation network can function as a system to meet the needs of all users. With a layered network approach, the City aims to both build a connected network for each mode of travel and also consider how the modes can safely share the streets. While Shoreline aims to develop "complete streets," which address the needs of all users, providing accommodations that serve all modes well on every street can be an unattainable goal in practice, given constraints such as limited rights-of-way and funding for capital (improvements?).

To practically address this challenge, the City considers adjacent land uses in developing plans for its layered, multimodal transportation network. By considering the function of multiple streets and transportation facilities together, this approach allows for certain transportation facilities (such as streets, trails, and intersections) to emphasize specific modes or user types. These plans will help the City identify future improvement projects to be implemented.

The following sections outline the City of Shoreline's modal networks.

Pedestrian Plan

The Pedestrian Plan is intended to optimize the comfort of individuals on foot and those using mobility devices, such as wheelchairs. The fundamental expectations for physical space, modal separation, and street crossing amenities are informed by the neighborhood and land use context of a given street; low volume/low speed neighborhood streets may require fewer facilities while pedestrians traveling on a higher speed street may feel safer with more space and separation from vehicles. Therefore, pedestrian facility standards are tailored to different neighborhood/street contexts.

Previously listed **Policy T-60** states to, "Establish a connected and complete pedestrian network by constructing the sidewalks outlined in the Sidewalk Prioritization Plan (SPP)." The Pedestrian Plan includes existing sidewalks and future sidewalks that were identified in the 2018 Sidewalk Prioritization Plan, existing and future pedestrian/bicycle bridges, existing and future trails, and areas with public access known as "unimproved right of way" that could accommodate a future pathway connection to expand the walking network. The Pedestrian Plan shows unimproved ROW broken into two categories:

- Unimproved ROW associated with a future sidewalk project in the Sidewalk Prioritization Plan (in red)
- Unimproved ROW that is not part of the Sidewalk Prioritization Plan (in blue).

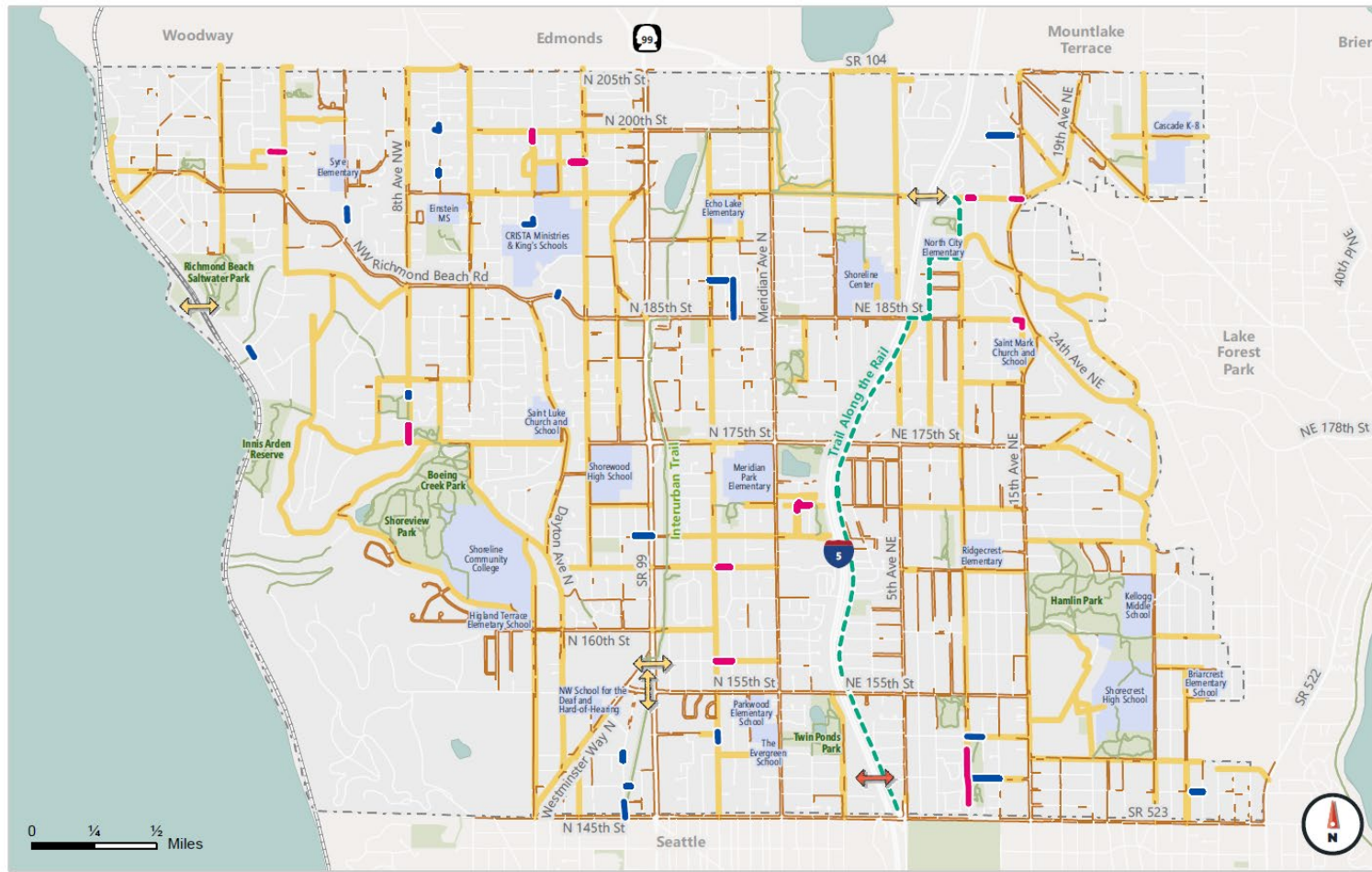
The 2018 Sidewalk Prioritization Plan (SPP) was developed as early work for the Transportation Element and TMP updates. The SPP differs from the Pedestrian Plan in that the SPP prioritizes the implementation of roughly 75 miles of new sidewalk projects whereas the Pedestrian Plan is a comprehensive map of the City's existing and future planned sidewalks as well as unimproved right of way, trails, and pedestrian/bicycle bridges.

The SPP lives and is updated outside of the Transportation Element as its level of specificity is too detailed to be included in the Transportation Element, which is a high-level, 20-year guidance document. The City

intends to update the data inputs into the SPP approximately every five years and to revisit the prioritization criteria and metrics every 10 years in coordination with each TE update.

Existing and future planned sidewalk can be viewed in **Figure 13**. The map indicates areas where sidewalk exists but does not specify if the sidewalk meets standards set forth in **Policy T60.1** of this document. Shared-use paths, trails, and facilities such as pedestrian lighting help to enhance the planned network.

Figure 13. Pedestrian Plan



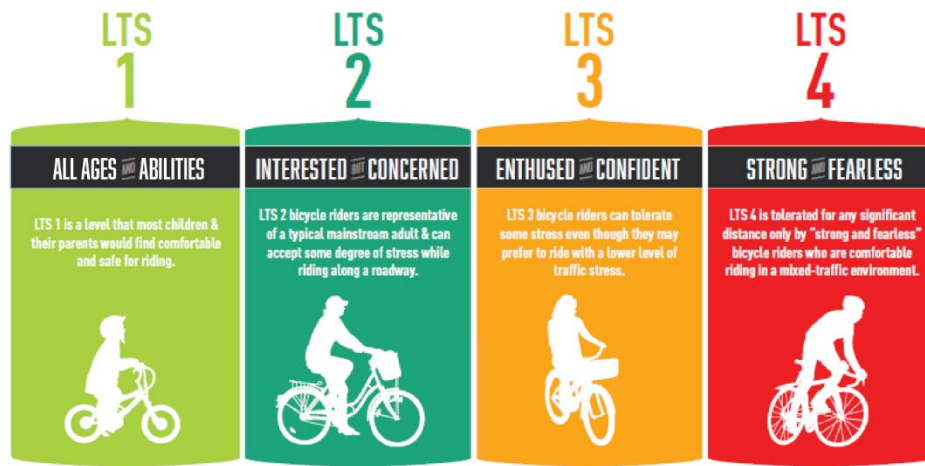
- Planned Sidewalk from Sidewalk Prioritization Plan
- Existing Sidewalk
- Existing Trail
- Not part of the Sidewalk Prioritization Plan (conditions vary)
- Part of a sidewalk project in the Sidewalk Prioritization Plan
- Future Trail
- City Boundary
- ↔ Existing Pedestrian/Bicycle Bridge
- ↔ Future 148th St Pedestrian/Bicycle Bridge

City of Shoreline
Pedestrian Plan

Bicycle Plan

Level of traffic stress (LTS) is the current industry recognized practice for planning bicycle facilities and was developed by the Mineta Institute and San Jose State University in 2012. This approach provides a framework for designing bicycle facilities that meet the needs of the intended users of the system. The following **Figure 14** describes the four typical categories of bicyclists, each of which requires different levels of accommodation to feel comfortable using the system.

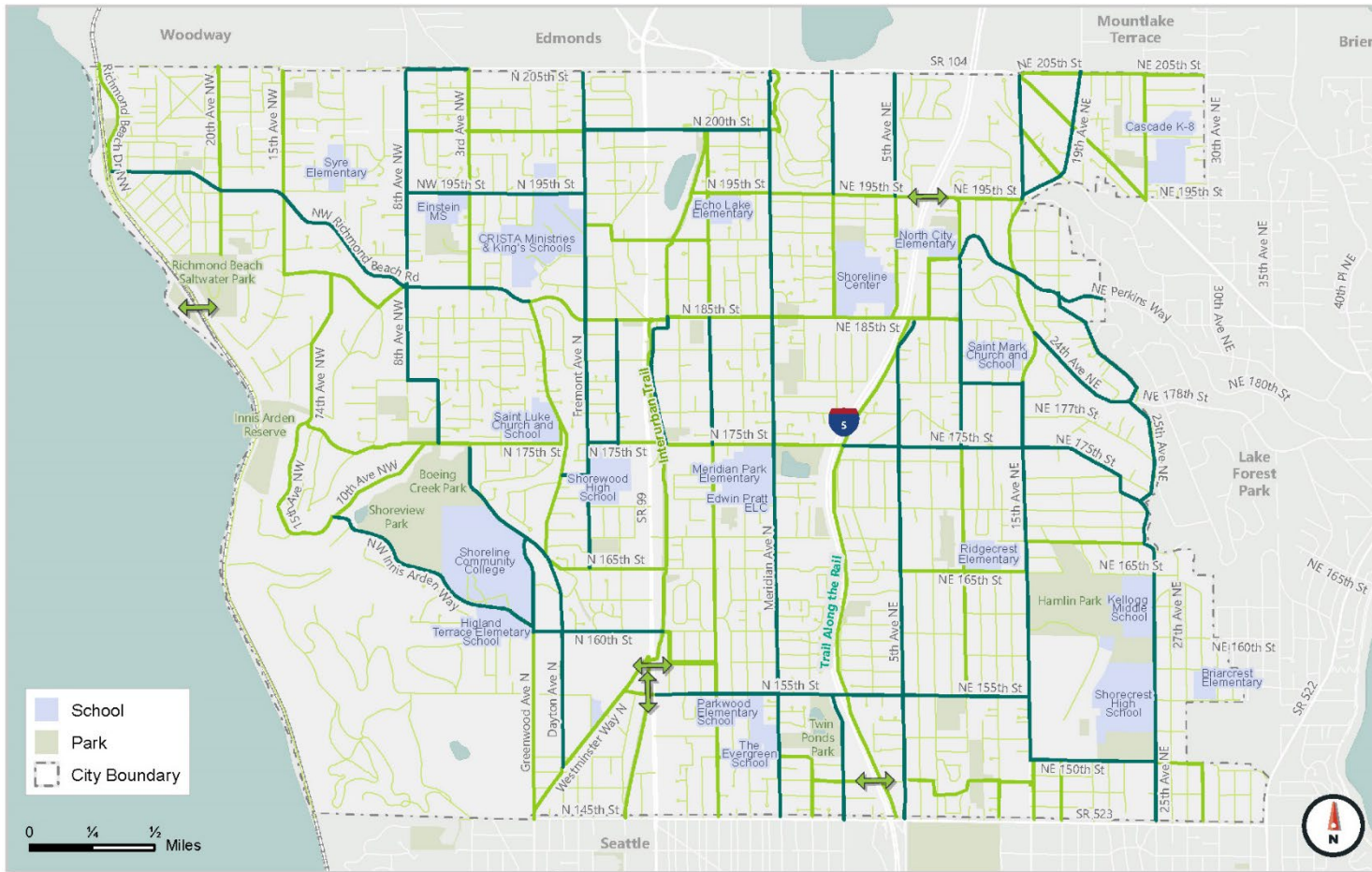
Figure 14. Bicycle Level of Traffic Stress Categories



Source: Fehr & Peers, 2022

Figure 15 identifies the City's vision for a connected network of low-stress (LTS 1 and 2) routes in Shoreline. This network considers variables like grade and freeway crossings, in addition to the typical variables that impact the roadway comfort for bicycling, such as traffic speeds and traffic volumes. These variables help to determine an appropriate type of separation. **Figure 16** defines how LTS is measured on specific streets and can guide the identification of capital treatments to provide the City's desired LTS level on individual streets.

Figure 15. Bike LTS Vision



- Desired Minimum Level of Traffic Stress (LTS)
- 1
- 2
- Local Road (LTS 1)
- Pedestrian/Bicycle Bridge (LTS 1)

City of Shoreline
Bicycle Level of Traffic Stress (LTS) Vision

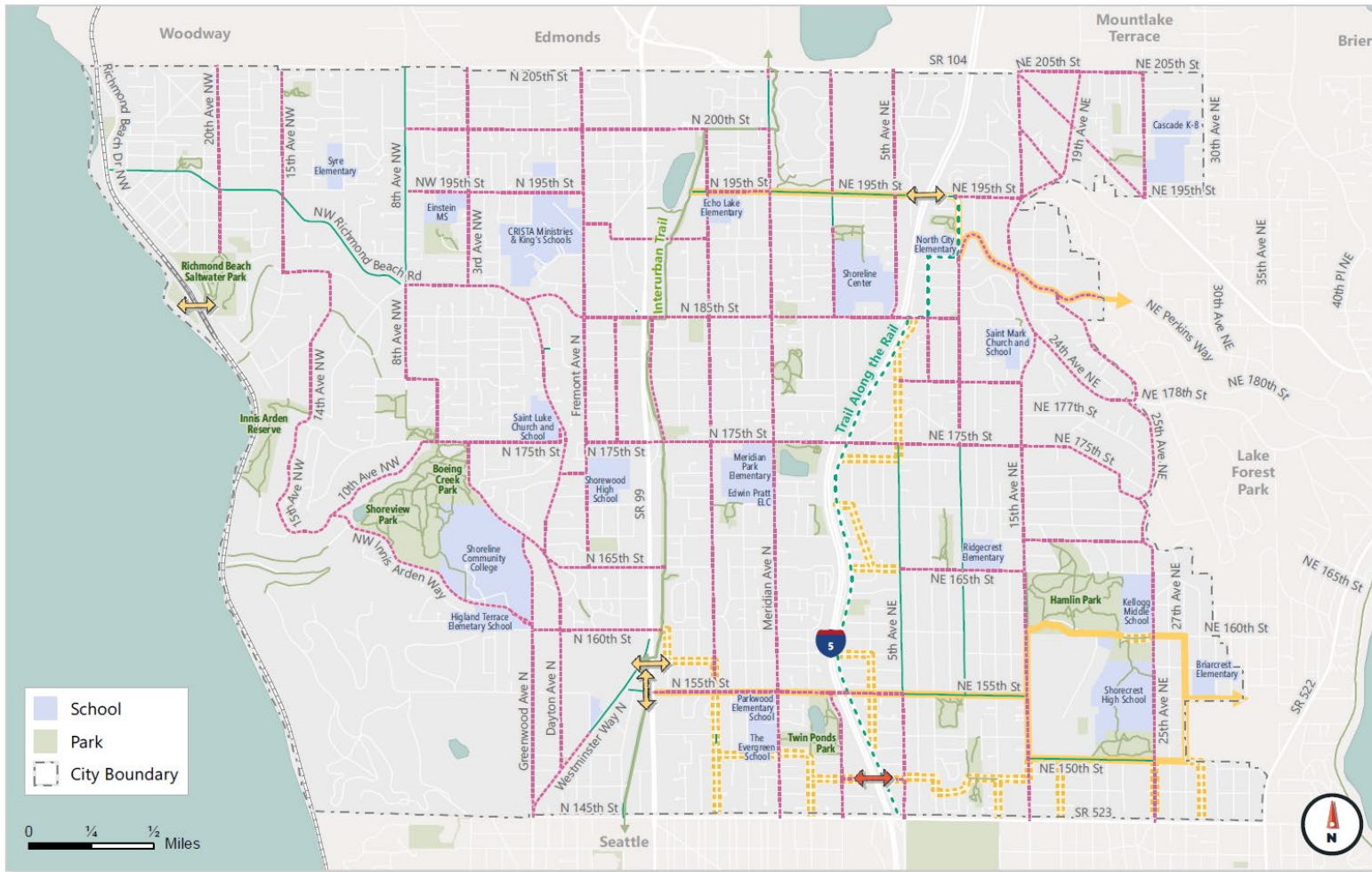
Figure 16. LTS designations by posted speed limit, traffic volume, and bicycle infrastructure

Speed Limit (mph)	Traffic Volume	No Marking	Sharrow Lane Marking	Striped Bike Lane	Buffered Bike Lane	Protected Bike Lane	Physically Separated Bike Path
≤25	Local streets	1	1	1	1	1	1
	Up to 7k	3	3	2	2	1	1
	≥7k	3	3	2	2	1	1
30	<15k	4	3	2	2	1	1
	15-25k	4	4	3	3	3	1
	≥25k	4	4	3	3	3	1
35	<25k	4	4	3	3	3	1
	≥25k	4	4	4	3	3	1
40	Any volume	4	4	4	4	3	1

It is important to provide bicycle facilities on a range of street types, including busy arterial streets, not just lower volume neighborhood streets. Bicyclists need to be able to connect to key destinations and commercial corridors which are often located along arterial streets. A successful modal network for bicycles will also consider how facilities are connected. When a bicycle facility along an arterial corridor comes to an intersecting arterial, the corridor LOS and associated intersection treatments should be carried across the arterial. Otherwise, the arterial intersection may become a barrier to bicycle travel.

As noted in **Policy T-61**, the City seeks to establish a low-stress bicycle network that connects major destinations, transit stops and stations, and residential and employment centers. **Figure 17** shows the Bicycle Modal Plan for the City of Shoreline.

Figure 17. Bicycle Plan



- Existing Bicycle Facility
- Existing Trail Connection
- Existing Trail
- ↔ Existing Pedestrian/Bicycle Bridge
- - - New or Improved Bicycle Facility*
- ▤▤▤ Future Trail Connection
- - - Future Trail
- ↔ Future 148th St Pedestrian/Bicycle Bridge

City of Shoreline
Bicycle Plan

* Bike facility type to be determined based on Level of Traffic Stress (LTS) Vision.

Transit Plan

Many Shoreline residents rely on public transit for their commuting needs; some must rely solely on this means of transportation to make local and broader regional connections. Since King County Metro, Community Transit, and Sound Transit operate the transit service in Shoreline, the City's role in transit service is focused on providing access to transit, supporting flexible microtransit options, and hosting transit service on Shoreline streets.

Although transit agencies are responsible for determining route locations, frequency, and bus stop treatments, the City is empowered to advocate for additional transit service (to enhance speed and reliability, and support connectivity and planned growth) and for transit stops and stations along City roadways. The City can also explore and advocate for microtransit services, either run by the transit agencies or other providers, that support first and last mile connections to the fixed route system.

The City actively engages with transit operators in developing priority connections and service standards. This process involves identifying the following:

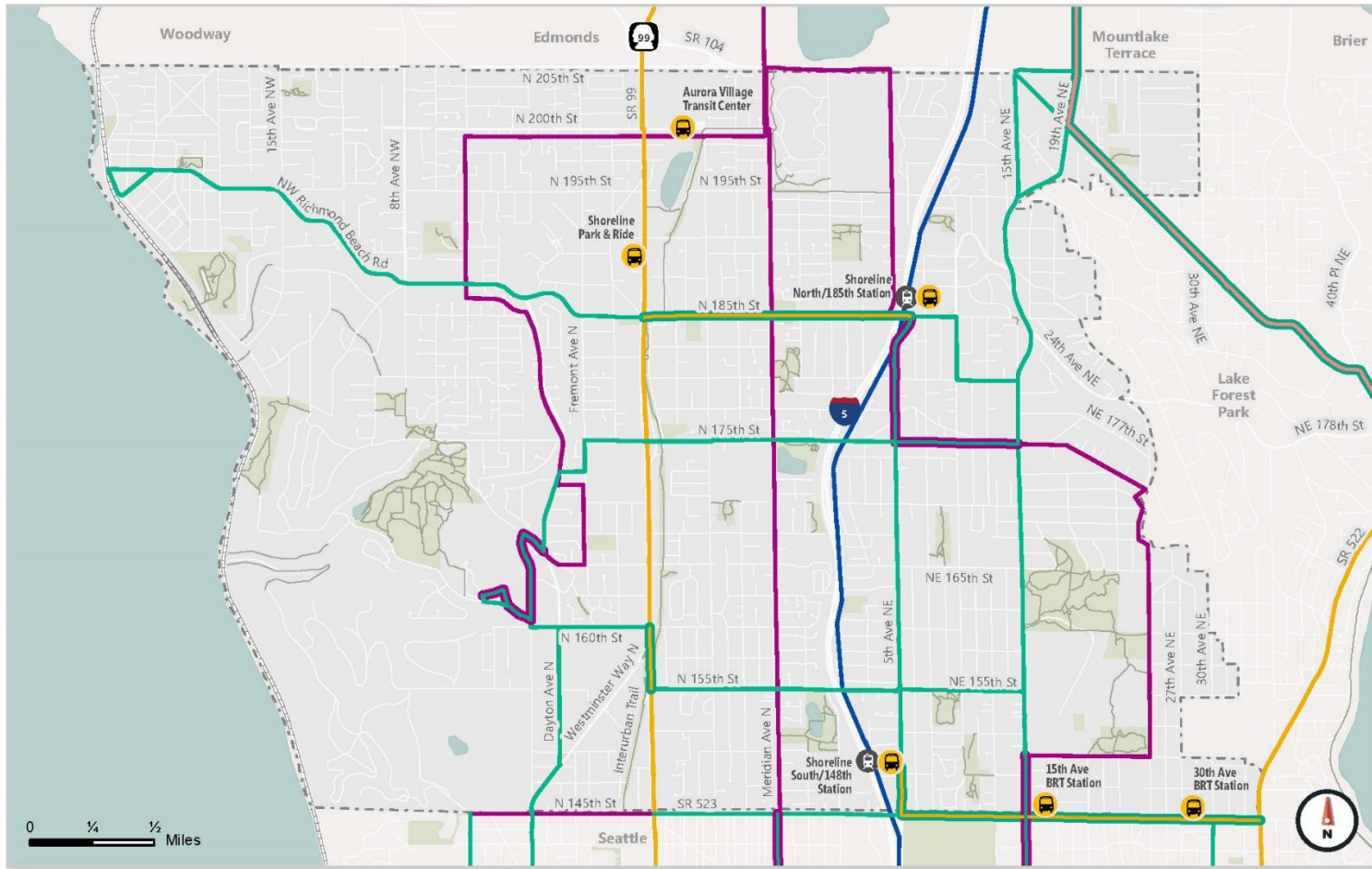
- Priority connections between key destinations (including neighborhood centers and major regional destinations) based on travel needs and demand, and desired connections between transit services.
- Frequent transit service that could connect Shoreline's growth centers to the region, and neighborhoods to urban centers and the regional transit spine. Each connection is designed to meet a wide variety of user groups and trip purposes, and meet the needs of multiple markets.
- Preferred travel paths that represent a balance between transit travel speed and coverage (access to transit) for Shoreline's growth centers and neighborhoods.
- Appropriate "Service Families" that define the desired level of service in terms of the frequency of service by time of day. These standards are established by identifying potential transit demand based on population and employment density measures (persons and jobs per acre), as well as overall travel demand measures (all-day person trips) along each corridor.

As noted in **Policy T-62**, the City will advocate for transit service that is aligned with Shoreline's land use and demographics, which is outlined in the Transit Modal Plan described in **Table 8** and shown in **Figure 18**.

Table 8: Transit Accommodation

Policy	Performance Measure	Potential Projects/Actions
Tier 1: Light Rail, BRT, Frequent, and Express Bus Service		
Support frequent and reliable light rail/bus service.	Strive for target travel speeds along key transit routes.	Speed and reliability treatments, such as transit signal priority and queue jumps. Advocate for increased service/reduced headways.
Strive to maximize rider comfort and security.	Bus stop/sub shelter amenities.	<ul style="list-style-type: none"> Investments in comfort/amenities at major stops and stations; e.g., lighting; seating; comfortable shelters; real time transit information.
Strive to maximize rider access.	Number of people that can access stops on a low stress network. High quality connections to light rail and BRT.	Sidewalks/trails connecting to stops and stations. Enhanced street crossings. Bike parking and amenities. Curb space management considerations. Develop shared-use mobility hubs. Advocate for increased transit service to light rail stations.
Tier 2: Local Bus Service		
Support continuous service.	Strive for continuous service based on hours/day and days/week; minimum headways.	Advocate for continuous service.
Strive to maximize rider comfort and security.	Bus stop/bus shelter amenities.	<ul style="list-style-type: none"> Investments in comfort/amenities at major stops and stations; e.g., lighting; seating; comfortable shelters.
Strive to maximize rider access.	Number of people that can access stops on a low stress network.	Accessible sidewalks/trails connecting to stops. Enhanced street crossings. Develop shared-use mobility hubs.

Figure 18. Transit Plan



- City Boundary
- Existing Trail
- Light Rail Station
- BRT Station*
- Light Rail Service
- "Bus Rapid Transit" Bus Service
- Frequent Bus Service
- Express Bus Service
- Local Bus Service

City of Shoreline
Transit Plan

*There are additional BRT stops on Aurora Avenue not shown on this map.

Shared-Use Mobility Hub Plan

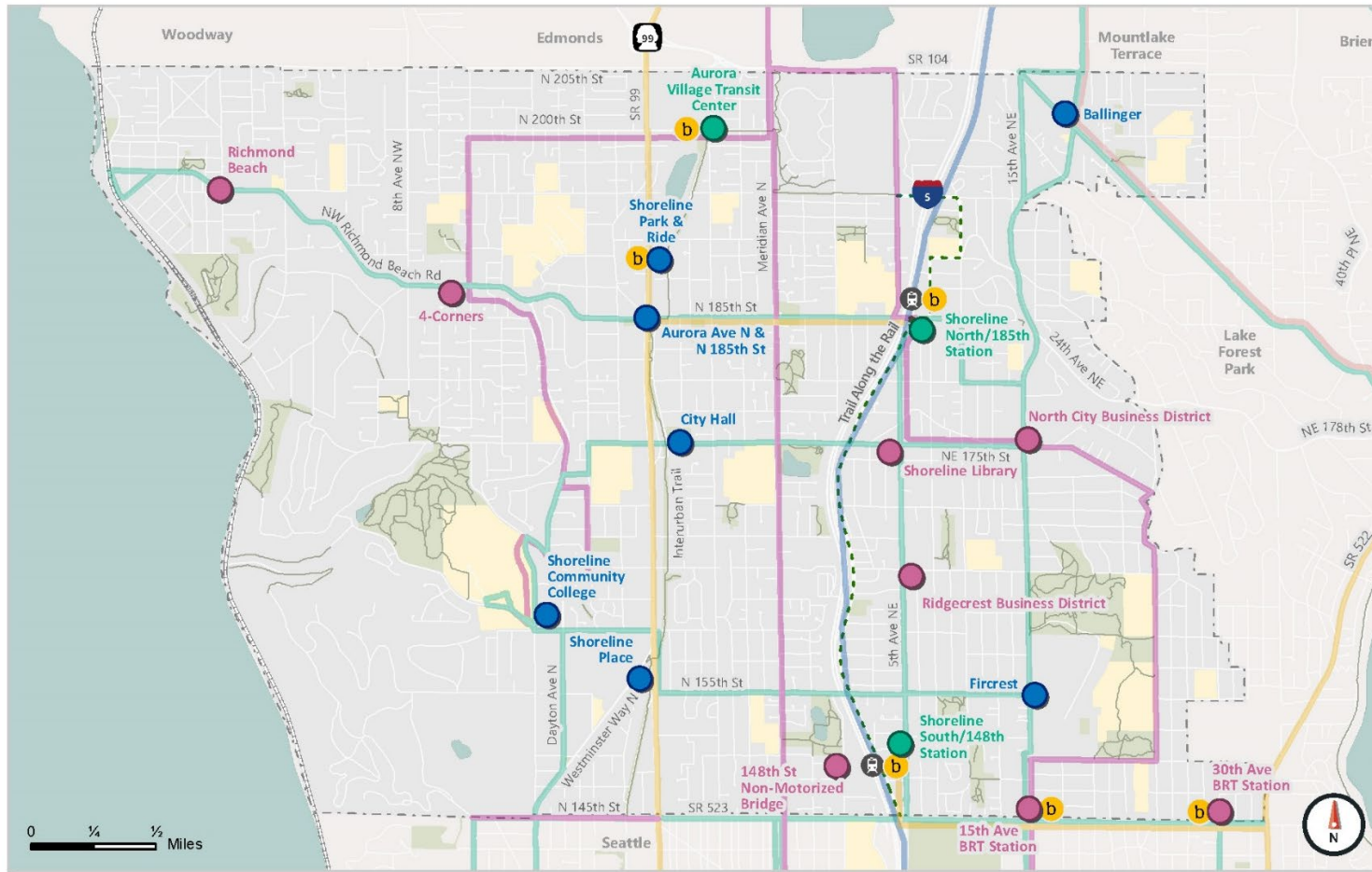
The City of Shoreline is interested in creating "mobility hubs" in strategic locations throughout the City to help people make trips without using personal cars. The hubs would provide centralized points throughout Shoreline where people could readily access "shared-use mobility" services, such as scootershare, bikeshare, carshare, rideshare (e.g., Uber and Lyft), carpool, vanpool, and micro/flexible transit forms of public transit such as bus and light rail. Mobility hubs can offer a range of services, such as bike parking and lockers, charging stations for personal and shared e-bikes, public art, Wi-Fi, bus shelters, and more. The City is particularly interested in integrating mobility hubs into mixed-use development surrounding the upcoming light rail stations and frequent bus service/Bus Rapid Transit, and connecting residents to neighborhoods, commercial services, and other key destinations.

Policy T-64 states that Shoreline will provide mobility hubs at locations that support the City's land use vision. Shoreline envisions having three "types" of mobility hubs, each with a range of features and amenities appropriate for the neighborhood and location. These are classified as:

- **Regional hubs** - A robust type of mobility hub co-located with major transit hubs, providing the most features and amenities. They will support the largest number of people from within and outside of Shoreline.
- **Central hubs** - A medium size mobility hub, providing sufficient amenities to support commuting, leisure, and recreation at and around hubs. They will connect people to key locations in Shoreline.
- **Neighborhood hubs** - The smallest type of mobility hub, providing simple and comfortable amenities to accommodate active transportation and transit access for local communities.

Figure 19 shows the Shared-Use Mobility Hub Plan for the City of Shoreline. **Table 9** lists potential features and amenities by mobility hub type. Each hub would be analyzed and designed with public input to help determine the right amenities to include at each location.

Figure 19. Shared-Use Mobility Hub Plan



Recommended Shared-Use Mobility Hubs

- Regional Mobility Hub
- Central Mobility Hub
- Neighborhood Mobility Hub

- City Boundary
- Existing Trail
- Future Trail
- LRT Light Rail Station
- b BRT Station

- Light Rail Service
- "Bus Rapid Transit" Bus Service
- Frequent Bus Service
- Express Bus Service
- Local Bus Service

City of Shoreline
Shared-Use Mobility Hub Plan

Table 9: Mobility Hub Potential Amenities

Typology	Potential Features and Amenities
Regional Hubs <i>Example: Shoreline South/148th Station</i>	Amenities listed for Neighborhood Hubs and Central Hubs, and; <ul style="list-style-type: none"> • Bus layover zones* • Wi-Fi & cell phone charging stations
Central Hubs <i>Example: Shoreline Place</i>	Amenities listed for Neighborhood Hubs, and; <ul style="list-style-type: none"> • Covered bus stops with real-time arrival and departure information* • Bike/scooter parking (lockers for long-term, racks in front of cafes and retail) • Well-marked sidewalks, pedestrian signals • Rideshare pick-up/drop-off zones and kiss-and-ride • EV car charging stations • Greenspace or retail/residential integration • Carshare parking • Drinking fountain • Portland Loo-style bathrooms
Neighborhood Hubs <i>Example: 4-Corners</i>	<ul style="list-style-type: none"> • Covered bus stops* • Seating/lean rail, garbage and recycling cans • Pedestrian-scale lighting • Universal wayfinding signs • Bike/scooter parking (racks with the potential for lockers) • Bike repair station • EV bike charging station • Scootershare and bikeshare pick-up/drop-off zones • Public art • Crosswalk improvements

*Agency coordination/partnership opportunity

Automobile Plan

The Automobile Plan for the City of Shoreline sets the standard for vehicle traffic flow on its main roadways compared to the level of delay acceptable to the City. The operational performance of intersections within Shoreline is measured using a standard methodology known as level of service (LOS). LOS represents the degree of congestion at an intersection based on a calculation of average delay per vehicle at the intersection. These measurements generally represent morning or afternoon “rush hour” delays and are often referred to as a.m. or p.m. “peak” hour. Individual LOS grades are assigned on a letter scale, A-F, with LOS A representing free-flow conditions with no delay and LOS F representing highly congested conditions with long delays. It is not standard practice to strive for LOS A conditions as this may represent an overbuilt roadway with too much investment in vehicle capacity at the expense of other travel modes.

Table 10 shows the definition of each LOS grade from the 6th Edition Highway Capacity Manual (HCM) methodology, which is based on average control delay per vehicle. Signalized intersections have higher delay thresholds compared with two-way and all-way stop-controlled intersections. Highway Capacity Manual methodologies prescribe how delay is measured at different types of intersections: for signalized and all-way stop intersections, LOS grades are based on the average delay for all vehicles entering the intersection; for two-way stop-controlled intersections, the delay from the most congested movement is used to assess LOS.

Table 10: Intersection LOS Criteria Based on Delay

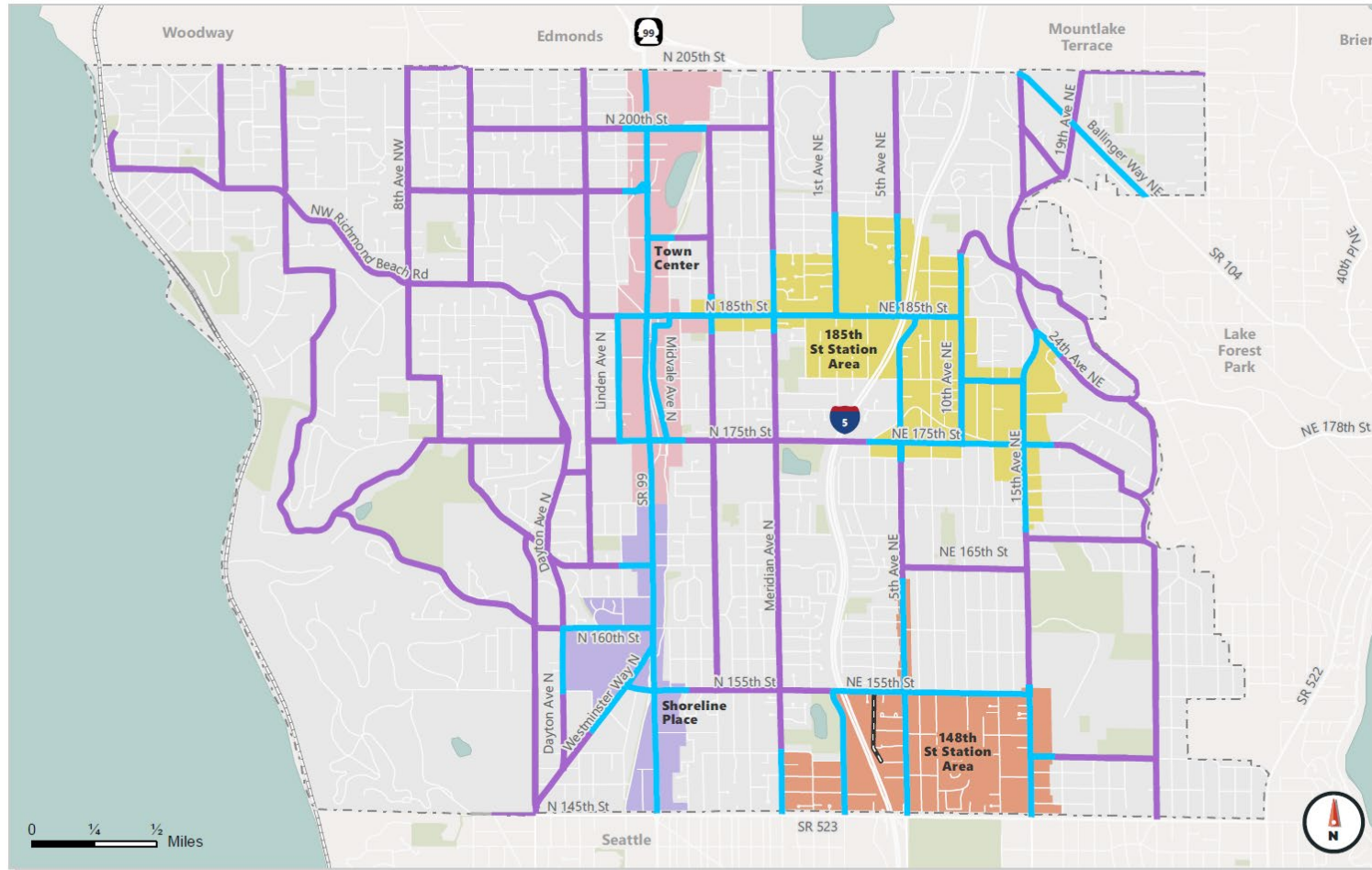
Level of Service	Signalized Intersections (seconds per vehicle)	Stop-Controlled Intersections (seconds per vehicle)
A	<= 10	<= 10
B	> 10 to 20	> 10 to 15
C	> 20 to 35	> 15 to 25
D	> 35 to 55	> 25 to 35
E	> 55 to 80	> 35 to 50
F	> 80	> 50

Source: 6th Edition Highway Capacity Manual

As noted in **Policy T-60**, the City of Shoreline Automobile Plan allows more automobile delay (LOS E) along State Routes and at intersections within the four designated King County [candidate] Countywide Centers in areas near the 148th Street and 185th Street light rail stations, Aurora Square, and “Town Center” along Aurora Avenue where Shoreline will be concentrating the most growth in coming years. Intersections outside of these areas will be held to an LOS D standard (see **Figure 20**).

This balanced approach allows the City to incentivize growth in the Centers where denser land use and multimodal infrastructure is available to support more trips by foot, bike, and transit, while upholding a more stringent intersection delay standard in areas where less supportive multimodal infrastructure exists. As growth occurs and congestion increases in our denser land use areas, the City will continue to monitor traffic safety Citywide through its Annual Traffic Report. Additionally, the City will work proactively with redevelopment projects to identify potential safety impacts of increased traffic and mitigation where appropriate.

Figure 20. Automobile Plan



- King County Candidate Countywide Centers***
- 148th St Station Area
 - 185th St Station Area
 - Shoreline Place
 - Town Center

- City Boundary**
- City Boundary
- Intersection Level of Service (LOS) Standards**
- LOS D or better
 - LOS E or better**

Future 3rd Ave NE Connector

City of Shoreline
Automobile Plan

*For illustrative purposes only.
**For intersections along State Highways or within King County Candidate Countywide Centers

PROJECT NEEDS

The previous sections describe the City's vision for accommodating travel for everyone in Shoreline as guided by a framework of multimodal networks and policies to achieve this vision. This section describes the Transportation Element project needs, which if addressed, would provide a safer and more connected multimodal system utilizing a Complete Streets approach to improvements to address identified needs. The following section also describes the City's anticipated financial resources over the next 20 years to implement projects that address these needs.

During the Transportation Element development process, many transportation needs and project ideas to meet those needs were identified across the City. Project ideas came from a variety of sources including community ideas shared during the three outreach series, projects carried forward from past plans, projects identified as needed to provide sufficient capacity to accommodate Shoreline's planned growth, as well as projects that would help construct the modal networks presented in the previous section.

Overall, well over 100 ideas were identified (see **Table 11** that describes these project ideas). These project ideas are high-level, not prioritized or financially constrained, but encompass the complete list of possible project needs identified through this planning process. Project ideas are grouped into the following categories:

Intersection (I) and Multimodal Corridor (MMC) Project Ideas

These project ideas provide capacity to accommodate anticipated future travel demand and build out pedestrian, bicycle, and transit modal networks to safely accommodate all users on Shoreline streets.

Notably, concepts include future capacity projects that the City has previously committed to:

- N 160th St / Greenwood Ave N / N Innis Arden Way – Roundabout to be installed.
- Meridian Ave N from N 155th St to N 175th St – Restripe with two-way left turn lane in key locations.
- N 185th St from 1st Ave NE to 5th Ave NE (west of I-5) – Sound Transit to rechannelize to three-lane cross section by station opening.
- 8th Ave NE and NE 185th Street – Sound Transit to install a Roundabout.
- 5th Ave NE and NE 185th Street – Sound Transit to install a signal.
- 5th Ave NE and NE 148th Street – Sound Transit to install a signal.
- 5th Ave NE and I-5 NB on ramp – Sound Transit to install a signal.

Project ideas also include the following additional capacity projects needed to meet the City's proposed LOS standard by 2044:

- Dayton Ave N & Carlyle Hall Road – Realign intersection geometry and signalize.
- 1st Ave NE & N 155th St – Redesign as urban compact roundabout.
- 25th Ave NE & NE 150th St – Redesign as urban compact roundabout.
- Meridian Ave N & N 175th St – Lane reconfigurations and signal phase changes to improve capacity.
- Meridian Ave N from N 155th St to N 175th St (NB) – Either widen or provide a segment LOS exemption.
- Meridian Ave N from N 175th St to N 185th St (NB) – Either widen or provide a segment LOS exemption.

The City has already begun design on two major corridors, 175th Street (Stone Ave to I-5) and 145th Street (Aurora Ave/Interurban Trail to I-5). These projects do not appear on the project ideas list, but the City is committed to securing funding to implement their construction.

Unimproved Right-of-Way (R)

Areas with public access known as “unimproved right of way” that could accommodate a future pathway connection to expand the walking network.

Trail Along the Rail (TAR)

An approximately 2.5 mile shared-use trail running roughly parallel to the planned Lynnwood Link Light Rail Extension alignment between 145th Street and 195th Street.

Trail Connection (T)

Future on-street trail connections including the planned 145th Street Off-Corridor Bike Network and planned on-street connections to the Trail Along the Rail. These connections will help bicyclists navigate from trails to their final destinations. While these routes have various bicycle facility types, they tend to be on low-speed, low volume local streets.

Bridge Project (B)

The only bridge concept is the 148th Street Non-Motorized Bridge, which will provide pedestrian and bicycle access across Interstate 5 to the Shoreline South/148th light rail station. The bridge is currently under design with several funding sources.

Shared-Use Mobility Hubs (SUM)

Shared-use mobility hubs are places of connectivity where different modes of transportation come together seamlessly at concentrations of employment, housing, shopping, and recreation; and at major transit facilities. Shared-use mobility hubs can include space for bike share, scooter share, car share, as well as curb space for ride hailing services/pickups like Uber and Lyft. They also can provide creature comforts like public bathrooms, information kiosks, outdoor seating, bike parking, public art, and cell-phone recharging stations. There are 18 proposed locations for shared-use mobility hub projects which are categorized into the following three typologies:

- **Regional hubs** are near light rail stations or major bus stations and should have the most features and amenities, as they will support the largest quantity of people from within and outside of Shoreline.
- **Central hubs** connect to key locations in Shoreline and should have sufficient amenities to support commuting, leisure, and recreation at and around hubs.
- **Neighborhood hubs** are the smallest type of mobility hubs and should focus on simple, pedestrian-friendly, and comfortable amenities for local communities.

Table 11 describes the full list of project ideas in the City. It is important to note that these project ideas are high-level only. Specific details, including specific designs and project termini, are subject to change.

Table 11: Project Ideas List

Street	From	To	Description
Multimodal Corridors			
20th Ave NW	NW 205th St	NW 190th St	20th Ave NW from NW 205th St to NW 190th St improve to bike LTS 1 and fill Sidewalk Gaps
15th Ave NW	N 205th St	NW 188th St	15th Ave NW from N 205th St to NW 188th St improve to bike LTS 1 and fill sidewalk gaps
NW 188th St	15th Ave NW	Springdale Ct NW	NW 188th St from 15th Ave NW to Springdale Ct NW improve to bike LTS 1
14th Ave NW / 15th Ave NW / NW 167th St	NW 188th St	NW Innis Arden Way	14th Ave NW / 15th Ave NW from NW 188th St to NW Innis Arden Way improve to bike LTS 1 and fill sidewalk gaps
10th Ave NW	NW Innis Arden Way	NW 175th Street	10th Ave NW from NW Innis Arden Way to NW 175th Street improve to bike LTS 1 and fill sidewalk gaps
NW/N 175th St/St Luke PI N	10th Ave NW	Dayton Ave N	NW/N 175th St from 10th Ave NW to St Luke PI N/Dayton Ave N improve to bike LTS 1 and fill sidewalk gaps
6th Ave NW	NW 175th St	NW 180th St	6th Ave NW from NW 175th St to NW 180th St improve to bike LTS 2 and fill sidewalk gaps
NW 180th St	8th Ave NW	6th Ave NW	NW 180th St from 8th Ave NW to 6th Ave NW improve to bike LTS 2 and fill sidewalk gaps
8th Ave NW	NW 180th St	NW Richmond Beach Rd	8th Ave NW from NW 180th St to NW Richmond Beach Rd improve to bike LTS 2 and fill sidewalk gaps
NW Innis Arden Way	10th Ave NW	Greenwood Ave N	NW Innis Arden Way from 10th Ave NW to Greenwood Ave N improve to bike LTS 1 and fill sidewalk gaps
Greenwood Ave N	N 145th St	N 160th St	Greenwood Ave N from N 145th St to N 160th St improve to bike LTS 1 and fill sidewalk gaps
Greenwood Ave N	N 160th St	Carlyle Hall Rd N	Greenwood Ave N from N 160th St to Carlyle Hall Rd N improve to bike LTS 2 and fill sidewalk gaps
Westminster Way N	N 145th St	Fremont Ave N	Westminster Way N from N 145th St to Fremont Ave N improve to bike LTS 1 and fill sidewalk gaps and accommodate frequent bus service

Dayton Ave N	Westminster Way N	N 160th St	Dayton Ave N from Westminster Way N to N 160th St improve to bike LTS 2 and fill sidewalk gaps and accommodate frequent bus service
Dayton Ave N	N 160th St	Carlyle Hall Rd N	Dayton Ave N from N 160th St to Carlyle Hall Rd N improve to bike LTS 2 and fill sidewalk gaps
Dayton Ave N	Carlyle Hall Rd N	N 171st St	Dayton Ave N from Carlyle Hall Rd N to N 171st St improve to bike LTS 1 and fill sidewalk gaps and accommodate frequent bus service
Dayton Ave N	N 171st St	N Richmond Beach Rd	Dayton Ave N from N 171st St to N Richmond Beach Rd improve to bike LTS 1 and fill sidewalk gaps and accommodate local bus service
N 160th St	Greenwood Ave N	SR 99	N 160th St from Greenwood Ave N to SR 99 improve to bike LTS 2 and accommodate frequent bus service
N 165th St	Dayton Ave N	SR 99	N 165th St from Dayton Ave N to SR 99 improve to bike LTS 1 and fill sidewalk gaps
Carlyle Hall Rd NW / 3rd Ave NW	Dayton Ave N	NW 175th St	Carlyle Hall Rd NW / 3rd Ave NW from Dayton Ave N to NW 175th St improve to bike LTS 2 and fill sidewalk gaps
N 155th St	SR 99	Meridian Ave N	N 155th St from SR 99 to Meridian Ave N to provide bike LTS 2 and accommodate frequent bus service
N 155th St	Meridian Ave N	5th Ave NE	N 155th St from Meridian Ave N to 5th Ave NE improve to bike LTS 2 and accommodate frequent bus service
Ashworth Ave N	N 145th St	N 155th St	Ashworth Ave N from N 145th St to N 155th St improve to fill sidewalk gaps and build future trail connection
N 150th St	Ashworth Ave N	Meridian Ave N	N 150th St from Ashworth Ave N to Meridian Ave N improve to fill sidewalk gaps and build future trail connection
Ashworth Ave N	155th St	N 157th St	Ashworth Ave N from 155th St to N 157th St improve to bike LTS 1 and fill sidewalk gaps and build future trail connection
Ashworth Ave N	N 157th St	N 175th St	Ashworth Ave N from N 157th St to N 175th St improve to bike LTS 1 and fill sidewalk gaps
Ashworth Ave N	N 175th St	N 185th St	Ashworth Ave N from N 175th St to N 185th St improve to bike LTS 2 and fill sidewalk gaps
Ashworth Ave N	N 185th St	N 200th St	Ashworth Ave N from N 185th St to N 200th St improve to bike LTS 1 and fill sidewalk gaps

Meridian Ave N	N 145th St	N 175th St	Meridian Ave N from N 145th St to N 175th St improve to bike LTS 2 and accommodate local bus service
Meridian Ave N	N 175th St	N 185th St	Meridian Ave N from N 175th St to N 185th St reconfigure the intersection of Meridian Ave N and 175 th St and provide bike LTS 2 and accommodate local bus service
Meridian Ave N	N 185th St	N 195th St	Meridian Ave N from N 185th St to N 195th St improve to bike LTS 2 and accommodate local bus service
Meridian Ave N	N 195th St	N 200th St	Meridian Ave N from N 195th St to N 200th St improve to bike LTS 2 and fill sidewalk gaps and accommodate local bus service
Meridian Ave N	N 200th St	N 205th St	Meridian Ave N from N 200th St to N 205th St improve to fill sidewalk gaps and accommodate local bus service
NW Richmond Beach Rd	8th Ave NW	Dayton Ave N	NW Richmond Beach Rd from 8th Ave NW to Dayton Ave N to provide bike LTS 2 and accommodate frequent bus service
N Richmond Beach Rd	Dayton Ave N	Fremont Ave N	N Richmond Beach Rd from Dayton Ave N to Fremont Ave N improve to bike LTS 2 and accommodate frequent bus service
3rd Ave NW	NW Richmond Beach Rd	NW 195th St	3rd Ave NW from NW Richmond Beach Rd to NW 195th St improve to bike LTS 1 and fill sidewalk gaps and accommodate local bus service
3rd Ave NW	NW 195th St	N 205th St	3rd Ave NW from NW 195th St to N 205th St improve to bike LTS 1 and fill sidewalk gaps and accommodate local bus service
NW 200th St	8th Ave NW	3rd Ave NW	NW 200th St from 8th Ave NW to 3rd Ave NW improve to bike LTS 1
NW/N 200th St	3rd Ave NW	Fremont Ave N	NW/N 200th St from 3rd Ave NW to Fremont Ave N improve to bike LTS 2 and fill sidewalk gaps and accommodate local bus service
N 200th St	Fremont Ave N	SR 99	N 200th St from Fremont Ave N to SR 99 improve to bike LTS 2 and fill sidewalk gaps and accommodate local bus service
N 200th St	SR 99	Ashworth Ave N	N 200th St from SR 99 to Ashworth Ave N improve to bike LTS 2 and accommodate local bus service
Fremont Ave N	N 165th St	N 172nd St	Fremont Ave N from N 165th St to N 172nd St improve to bike LTS 2 and fill sidewalk gaps and accommodate local bus service
Fremont Ave N	N 172nd St	N 205th St	Fremont Ave N from N 172nd St to N 205th St improve to bike LTS 2 and fill sidewalk gaps

N 172nd St	Dayton Ave N	Fremont Ave N	N 172nd St from Dayton Ave N to Fremont Ave N improve to LTS 2 and accommodate local bus service
N 193rd St	Fremont Ave N	Firlands Way N	N 193rd St from Fremont Ave N to Firlands Way N improve to bike LTS 1
Firlands Way N	N 193rd St	N 192nd St	Firlands Way N from N 193rd St to N 192nd St improve to bike LTS 1 and fill sidewalk gaps
N 192nd St	Firlands Way N	Ashworth Ave N	N 192nd St from Firlands Way N to Ashworth Ave N improve to bike LTS 1
N 195th St	Ashworth Ave N	Meridian Ave N	N 195th St from Ashworth Ave N to Meridian Ave N improve to bike LTS 1
Linden Ave N	N 185th St	N 175th St	Linden Ave N from N 185th St to N 175th St improve to bike LTS 2 and fill sidewalk gaps
Midvale Ave N	N 185th St	N 175th St	Midvale Ave N from N 185th St to N 175th St improve to bike LTS 2
N 185th St	Fremont Ave N	SR 99	N 185th St from Fremont Ave N to SR 99 improve to bike LTS 1 and accommodate frequent bus service
N 185th St	SR 99	5th Ave NE (west of I-5)	N 185th St from SR 99 to 5th Ave NE improve to bike LTS 1 and accommodate Bus Rapi Transit
N 185th St	5th Ave NE (west of I-5)	10th Ave NE	N 185th St from 5th Ave NE to 10th Ave NE improve to bike LTS 1 and accommodate frequent bus service
N 175th St	Fremont Ave N	Stone Ave N	N 175th St from Fremont Ave N to Stone Ave N improve to bike LTS 1 and fill sidewalk gaps and accommodate frequent bus service
N 175th St	Stone Ave N	Meridian Ave N	N 175th St from Stone Ave N to Meridian Ave N improve to bike LTS 1 and fill sidewalk gaps and accommodate frequent bus service
N 175th St	Meridian Ave N	I-5	N 175th St from Meridian Ave N to I-5 improve to bike LTS 1 and accommodate frequent bus service
N 175th St	I-5	15th Ave NE	N 175th St from I-5 to 15th Ave NE improve to bike LTS 2 and accommodate frequent bus service, address safety concerns.
N 175th St / 22nd Ave NE / NE 171st St	15th Ave NE	25th Ave NE	N 175th St / 22nd Ave NE / NE 171st St from 15th Ave NE to 25th Ave NE improve to bike LTS 2 and fill sidewalk gaps and accommodate local bus service

1st Ave NE	NE 195th St	NE 205th St	1st Ave NE from NE 195th St to NE 205th St improve to bike LTS 2 and fill sidewalk gaps
1st Ave NE	N/NE 185th St	N/NE 193rd St	1st Ave NE from N/NE 185th St to N/NE 193rd St improve to bike LTS 2
5th Ave NE	NE 185th St	NE 205th St	5th Ave NE from NE 185th St to NE 205th St improve to bike LTS 2 and fill sidewalk gaps and accommodate local bus service
10th Ave NE	NE 175th St	NE 180th St	10th Ave NE from NE 175th St to NE 180th St improve to bike LTS 2 and fill sidewalk gaps
10th Ave NE	NE 180th St	N 185th St	10th Ave NE from NE 180th St to N 185th St improve to bike LTS 2 and fill sidewalk gaps and accommodate frequent bus service
10th Ave NE	N 185th St	NE 190th St	10th Ave NE from N 185th St to NE 190th St improve to bike LTS 2 and fill sidewalk gaps
8th Ave NE	NE 180th St	N 185th St	8th Ave NE from NE 180th St to N 185th St improve to bike LTS 1 and fill sidewalk gaps
NE 180th St	5th Ave NE	10th Ave NE	NE 180th St from 5th Ave NE to 10th Ave NE improve to bike LTS 1
NE 180th St	10th Ave NE	15th Ave NE	NE 180th St from 10th Ave NE to 15th Ave NE improve to fill sidewalk gaps and accommodate frequent bus service
NE 205th St	15th Ave NE	19th Ave NE	NE 205th St from 15th Ave NE to 19th Ave NE improve to bike LTS 1 and accommodate frequent bus service
NE 205th St	19th Ave NE	25th Ave NE	NE 205th St from 19th Ave NE to 25th Ave NE improve to bike LTS 1
15th Ave NE	NE 205th St	NE 196th St	15th Ave NE from NE 205th St to NE 196th St improve to bike LTS 2 and accommodate frequent bus service
Forest Park Dr NE	15th Ave NE	NE 196th St	Forest Park Dr NE from 15th Ave NE to NE 196th St improve to bike LTS 1 and fill sidewalk gaps
Ballinger Way NE	15th Ave NE	19th Ave NE	Ballinger Way NE from 15th Ave NE to 19th Ave NE improve to bike LTS 1 and accommodate frequent bus service
Ballinger Way NE	19th Ave NE	25th Ave NE	Ballinger Way NE from 19th Ave NE to 25th Ave NE improve to bike LTS 1 and fill sidewalk gaps and accommodate frequent bus service
19th Ave NE / NE 196th St	NE 205th St	NE 195th St	19th Ave NE / NE 196th St from NE 205th St to NE 195th St improve to bike LTS 2 and fill sidewalk gaps and accommodate frequent bus service

25th Ave NE	NE 205th St	NE 195th St	25th Ave NE from NE 205th St to NE 195th St improve to bike LTS 1 and fill sidewalk gaps
15th Ave NE	NE 195th St	24th Ave NE	15th Ave NE from NE 195th St to 24th Ave NE improve to bike LTS 1 and fill sidewalk gaps and accommodate frequent bus service
24th Ave NE	15th Ave NE	25th Ave NE	24th Ave NE from 15th Ave NE to 25th Ave NE improve to bike LTS 2 and fill sidewalk gaps
25th Ave NE	NE 178th St	NE Perkins Way	25th Ave NE from NE 178th St to NE Perkins Way improve to bike LTS 2 and fill sidewalk gaps
25th Ave NE	NE 178th St	NE 171st St	25th Ave NE from NE 178th St to NE 171st St improve to bike LTS 2 and fill sidewalk gaps
25th Ave NE	NE 171st St	NE 150th St	25th Ave NE from NE 171st St to NE 150th St improve to bike LTS 2 and fill sidewalk gaps and accommodate local bus service
25th Ave NE	NE 150th St	NE 145th St	25th Ave NE from NE 150th St to NE 145th St improve to bike LTS 2 and build future trail connection
15th Ave NE	24th Ave NE	NE 180th St	15th Ave NE from 24th Ave NE to NE 180th St improve to bike LTS 1 and fill sidewalk gaps and accommodate frequent bus service
15th Ave NE	NE 180th St	Hamlin Park Rd	15th Ave NE from NE 180th St to Hamlin Park Rd improve to bike LTS 2 and accommodate frequent bus service
NE 168th St	15th Ave NE	25th Ave NE	NE 168th St from 15th Ave NE to 25th Ave NE improve to bike LTS 1 and fill sidewalk gaps
NE 165th St	5th Ave NE	15th Ave NE	NE 165th St from 5th Ave NE to 15th Ave NE improve to bike LTS 1 and fill sidewalk gaps
15th Ave NE	Hamlin Park Rd	NE 155th St	15th Ave NE from Hamlin Park Rd to NE 155th St improve to fill sidewalk gaps and accommodate frequent bus service
15th Ave NE	NE 155th St	NE 150th St	15th Ave NE from NE 155th St to NE 150th St to fill sidewalk gaps and accommodate frequent bus service
15th Ave NE	NE 150th St	N 145th St	15th Ave NE from NE 150th St to N 145th St to provide bike LTS 1 and accommodate frequent bus service
NE 150th St	15th Ave NE	25th Ave NE	NE 150th St from 15th Ave NE to 25th Ave NE improve to fill sidewalk gaps and accommodate local bus service
NE 150th St	25th Ave NE	28th Ave NE	NE 150th St from 25th Ave NE to 28th Ave NE improve to fill sidewalk gaps and build future trail connection
28th Ave NE	NE 150th St	NE 145th St	28th Ave NE from NE 150th St to NE 145th St to build future trail connection

17th Ave NE	NE 150th St	NE 145th St	17th Ave NE from NE 150th St to NE 145th St to build future trail connection
5th Ave NE	NE 155th St	NE 145th St	5th Ave NE from NE 155th St to NE 145th St improve to bike LTS 2 and accommodate frequent bus service
1st Ave NE	N 155th St	N 145th St	1st Ave NE from N 155th St to N 145th St improve to bike LTS 2 and fill sidewalk gaps
Triangle formed by Richmond Beach Dr NW / NW 195th Pl / NW 196th St			Triangle formed by Richmond Beach Dr NW / NW 195th Pl /NW 196th St improve to fill sidewalk gaps and accommodate frequent bus service
NW 196th St	23rd Ave NW	20th Ave NW	NW 196th St from 23rd Ave NW to 20th Ave NW improve to fill sidewalk gaps and accommodate frequent bus service
NE 174th St	1st Ave NE	5th Ave NE	NE 174th St from 1st Ave NE to 5th Ave NE to build future trail connection
Unimproved Right-of-Way			
N 148th St	Linden Ave N	Interurban Trail	Unopened Right of Way
3rd Ave NE Connector	NE 149th St	NE 151st St	Unopened Right of Way
Linden Ave N	N 150th St	150 feet south of N 150th St	Unopened Right of Way
Linden Ave N	Southern termini of Linden Ave N (between N 148th St and N 145th St)	N 145th St	Unopened Right of Way
Ashworth Ave N	N 152nd St	Ashworth Ave N (northern termini south of N 152nd St)	Unopened Right of Way
N 157th St	Ashworth Ave N	Densmore Ave N	Unopened Right of Way
N 165th St	Ashworth Ave N	Densmore Ave N	Unopened Right of Way
Corliss Ave N connection	Corliss Ave N (northern termini south of N 171st St)	Corliss Ave N (southern termini south of N 171st St)	Unopened Right of Way

Corliss PI N connection	Corliss PI N	Corliss Ave N (southern termini south of N 171st St)	Unopened Right of Way
NE 147th St	27th Ave NE	28th Ave NE	Unopened Right of Way
Near 15th PI NE	NE 185th St	NE 184th PI	Unopened Right of Way
NE 195th St	10th Ave NE	11th Ave NE	Unopened Right of Way
Near NE 195th St	14th Ave NE	15th Ave NE	Unopened Right of Way
Near NE 200th Ct	12th Ave NE	15th Ave NE	Unopened Right of Way
N 188th St	Ashworth Ave N	Densmore Ave N	Unopened Right of Way
Near N 193rd St	Palatine Ave N	Greenwood Ave N	Unopened Right of Way
N 198th St	Near Dayton Ave N	Fremont Ave N	Unopened Right of Way
Greenwood PI N	Near NW 200th St	Greenwood PI N (northern termini south of NW 200th St)	Unopened Right of Way
5th Ave NW	NW 197th St	NW 196th PI	Unopened Right of Way
Near intersection of NW 200th St and 5th Ave NW	NW 200th St	5th Ave NW	Unopened Right of Way
12th Ave NW	Southern termini of 12th Ave NW south of NW 196th St	Northern termini of 12th Ave NW north of NW Richmond Beach Rd	Unopened Right of Way
NW 198th St	15th Ave NE	Eastern termini of NW 198th St west of 15th Ave NE	Unopened Right of Way
17th Ave NW	17th PI NW/16th Ave NW	17th Ave NW	Unopened Right of Way
8th Ave NW	Near Sunset Park		Unopened Right of Way
8th Ave NW	NW 177th PI	NW 175th St	Unopened Right of Way
Daytona PI N	N 188th St	N Richmond Beach Rd	Unopened Right of Way
Near 148th St	through Paramount Open Space		Unopened Right of Way
N 167th St	Whitman Ave N	Aurora Ave N	Unopened Right of Way
NE 152nd St	10th Ave NE	11th Ave NE	Unopened Right of Way

West side of Paramount Open Space			Unopened Right of Way
Trail Connections			
near 148th St	I-5	15th Ave NE	Eastside Off-Corridor Bike Network
5th Ave NE/ NE 174th St	NE 185th St	NE 174th St/1st Ave NE	Eastside Off-Corridor Bike Network
NE 150th St	15th Ave NE	17th Ave NE	Eastside Off-Corridor Bike Network
N 150th St/Corliss Ave N	Meridian Ave N	N 145th St	145th Street Off-Corridor Bicycle Network
12th Ave NE	NE 148th St	NE 145th St	Eastside Off-Corridor Bike Network
25th Ave NE	25th Ave NE	NE 150th St	Off-Corridor Trail Network
multiple local streets	Interurban Trail	N 145th St	Off-Corridor Trail Network
near NE 160th St	near Hamlin Park	west of 25th Ave NE	Trail Network
NE 165th St	I-5	5th Ave NE	Off-Corridor Trail Network
3rd Ave NE	NE 170th St	NE 165th St	Off-Corridor Trail Network
NE 158th St / 3rd Ave NE	1st Ave NE	NE 149th St	NE 158th St / 3rd Ave NE from 1st Ave NE to NE 149th St to build on-street future trail connection
Trail Along the Rail			
TAR Segment	NE 195th St	NE 189th St	Trail Along the Rail; Phase 1
TAR Segment	NE 155th St	NE 149th St	Trail Along the Rail; Phase 2
TAR Segment	NE 159th St	N 155th St	Trail Along the Rail; Phase 3
TAR Segment	NE 163rd St	NE 161st St	Trail Along the Rail; Phase 3
TAR Segment	NE 170th St	NE 163rd St	Trail Along the Rail; Phase 3
TAR Segment	N 175th St	NE 174th St	Trail Along the Rail; Phase 3
TAR Segment	NE 180th St	N 175th St	Trail Along the Rail; Phase 4
Shared Use Mobility Hubs			
Ashworth Avenue N & N 200th Street	-	-	Aurora Village Transit Center
NE 185th Street & 5th Avenue NE	-	-	Shoreline North/185th Station

NE 151st Street & 5th Avenue NE	-	-	Shoreline South/148th Station
Westminster Way N & N 155th Street	-	-	Shoreline Place
N 160th Street & Dayton Avenue N	-	-	Shoreline Community College
N 185th Street & Aurora Avenue N	-	-	Aurora Ave N & N 185th St
Aurora Avenue N & N 192nd Street	-	-	Shoreline Park & Ride
NW Richmond Beach Road & 3rd Avenue NW	-	-	4-Corners
NE 175th Street & 15th Avenue NE	-	-	North City Business District
NE 165th Street & 5th Avenue NE	-	-	Ridgecrest Business District
N 149th Street & 1st Avenue NE	-	-	148th St Non-Motorized Bridge
15th Avenue NE & NE 146th Street	-	-	15th Ave BRT Station
NE 155th Street & 15th Avenue NE	-	-	Fircrest
Ballinger Way NE & 19th Avenue NE	-	-	Ballinger
NE 145th Street & 30th Avenue NE	-	-	30th Ave BRT Station
N 175th Street & Midvale Avenue N	-	-	City Hall
NW 195th Street & 20th Avenue NW	-	-	Richmond Beach
N 175th Street & 5th Avenue NE	-	-	Shoreline Library
Bridges			

NE 148th Street	-	-	148th St Bridge
Intersections			
Meridian Avenue N & N 175th Street	-	-	Meridian Avenue N & N 175th Street
Dayton Avenue N & Carlyle Hall Road	-	-	Dayton Avenue N & Carlyle Hall Road
1st Ave NE & N 155th Street	-	-	1st Ave NE & N 155th Street
25th Ave NE & NE 150th Street	-	-	25th Ave NE & NE 150th Street
N 160th St & Greenwood Ave N & N Innis Arden Way	-	-	N 160th St & Greenwood Ave N & N Innis Arden Way
145th Corridor			
N 145th Street	Greenwood Avenue N	Interurban Trail	Greenwood to the Interurban Trail
N 145th Street	Interurban Trail	Wallingford Ave N	Interurban Trail to Wallingford Ave N
N 145th Street	Wallingford Ave N	Corliss Ave N	Wallingford to Corliss Ave N

FUNDING AND IMPLEMENTATION

The previous section presents an expansive list of the types of projects that would be needed to complete the City of Shoreline’s overall transportation vision. A key planning requirement of the Growth Management Act is the concept of fiscal restraint in transportation planning. A fiscally-constrained Transportation Element must first allow for operation and maintenance of existing facilities, and then capital improvements. To introduce fiscal constraint into the plan, an inventory of past revenues and costs was undertaken to identify funds that are likely to be available for capital construction and operations.

Revenues that fund transportation operations and capital in Shoreline include those from outside sources and grants, general city funds, real estate excise taxes, vehicle license fees, sales tax, impact fees, and gas tax receipts. Each of these funding sources has different eligibility requirements, in terms of activities they can fund. For example, the City of Shoreline collects vehicle license fees, which are dedicated to the maintenance and rehabilitation of existing streets.

Table 12: Anticipated Funding for Capital Projects

Revenues	2023-2044 Total
Real Estate Excise Tax (REET 2) is an optional tax collected on the sale of qualifying real estate sales. REET is dependent on the amount of real estate sales and tends to fluctuate from year to year. REET 2 revenues are restricted to transportation and park needs; the City of Shoreline has a policy to use REET 2 for transportation capital funding.	\$20,800,000*
Grants from federal, state, and local (King County Metro and Sound Transit) agencies are available to help fund transportation projects. Grants are competitive and the City competes with other jurisdictions based on need, service population, project potential, project deliverability, and expected impact/value.	\$40,000,000
Transportation Benefit District Sales Tax (TBD Sales Tax) is collected on taxable retail sales within the TBD boundaries. TBD Sales Taxes must be voter approved and reauthorized every 20 years. In 2018, Shoreline voters approved the maximum TBD sales tax rate of 0.2% to be used for sidewalk expansion and repair. Voters will next consider TBD Sales Tax in 2038.	\$71,560,000
Transportation Impact Fees are authorized by the Washington State Growth Management Act. Impact Fees are only levied on new development as a means to pay for the increased demand that development puts on infrastructure. The City of Shoreline has enacted impact fees to pay for development-related transportation capital projects. Impact fees are calculated from the identified capital needs in planning documents such as the Transportation Master Plan or Capital Facilities Plan, and should be updated with those plans to remain current. The City of Shoreline will update its transportation impact fees following adoption of the Transportation Element.	\$36,820,000
Miscellaneous revenue sources come from a variety of non-specified sources and have increased as a transportation capital source in the past two years and thus are assumed to contribute to funding the City’s transportation system over the planning horizon.	\$19,470,000

General Fund Transfers are not a specific revenue source but movement of unrestricted or transportation-eligible monies from the City general fund (for example, property and sales tax). Some grants require matching a portion of the grant amount which is typically done from general funds.	\$12,590,000
Total Capital Revenues	\$201,240,000

* Note: Half of REET 2 revenues are spent on capital rehabilitation projects like overlays and traffic signal upgrades and this practice is expected to continue.

While \$201 million is a substantial amount of funding for transportation, it is nowhere close to the level of revenue that would be needed to fully fund the project needs presented in the prior section. **Table 13** presents the projects that the City of Shoreline has already committed to funding, as well as projects that would be needed to meet the City’s concurrency requirements through 2044. These projects total \$160 million in capital, leaving approximately \$41 million for a more discretionary list of high priority complete streets projects, trails, and transit-oriented improvements that could help advance the City’s transportation vision.

Table 13: Fiscally Constrained 2023-2044 Project List – Committed and Concurrency Projects

Project	Description	Category	2023-2044 Anticipated City Cost	Sources
New sidewalks program & sidewalk maintenance	Construction of 12-TBD funded sidewalk projects and funding for sidewalk maintenance	Committed	\$71,560,000	TBD Sales Tax
148 th Street Non-motorized Bridge	N 148th Street non-motorized bridge crossing (based on Council’s selection of a preferred alignment during the feasibility study phase) of Interstate 5 to the Shoreline South/148th Station.	Committed	\$10,100,000	Federal, King County Trails Levy, Sound Transit, State legislature, and other undefined future funds
1st Ave NE Sidewalks (N 145th to N 155th)	This project will design and construct sidewalks on 1st Ave NE from N 145th to N 155th. This route was identified and prioritized as part of the Sound Transit Multimodal Access Improvements to provide pedestrian and bicycle improvements to	Committed	\$1,300,000	Sound Transit Light rail access mitigation funds

Project	Description	Category	2023-2044 Anticipated City Cost	Sources
	the South Shoreline/N 148th Street Station.			
145 th Corridor: Aurora to I-5	This multi-year phased roadway reconstruction project includes design, environmental, right-of-way and construction of improvements to SR523 (N/NE 145th Street) between Interstate 5 (I-5) and Aurora Ave N (SR 99). The project will enhance safety, operations and mobility and address transit demand associated with the South Shoreline/N 148th Street Station and planned growth within the station subarea.	Committed	\$27,000,000	Federal, Connecting Washington, Roads Capital Fund, other undefined future funds
145 th and I-5 Interchange	This project constructs two multi-lane roundabouts at the intersection of NE 145th and the I-5 southbound offramp and at the 5th Ave. NE intersection. The roundabouts replace the functions of the existing signalized intersections and the left turn lanes on the overpass bridge deck, allowing re-channelization of the bridge deck to include two travel lanes in each direction, bicycle/pedestrian facilities on the north side of the bridge deck and existing sidewalk on the south side.	Committed	\$0	Federal, Sound Transit, Transportation Improvement Board, and other undefined future funds
175 th Corridor: Stone Avenue N to I-5	Planned improvements include reconstruction of the existing street to provide two traffic lanes in each median and turn pockets, bicycle lanes (integrated into the sidewalk), curb, gutter, and sidewalk with planter strip where feasible,	Committed	\$45,500,000	Federal, State, Transportation impact fees, other undefined future funds

Project	Description	Category	2023-2044 Anticipated City Cost	Sources
	illumination, landscaping, retaining walls, and various intersection improvements.			
N 160th St & Greenwood Ave N & N Innis Arden Way	Project will design and construct a roundabout at this intersection as a mitigation requirement for development of the Shoreline Community College. The design will be coordinated with Shoreline Community College, Metro Transit and the Shoreline School District.	Committed	\$0	Shoreline Community College
N 185th St from 1st Ave NE to 5th Ave NE (west of I-5)	Sound Transit to rechannelize to three-lane cross section by station opening.	Committed	\$0	Sound Transit
8th Ave NE and NE 185th Street	Sound Transit to install a Roundabout.	Committed	\$0	Sound Transit
5th Ave NE and NE 185th Street	Sound Transit to install a signal.	Committed	\$0	Sound Transit
5th Ave NE and NE 148th Street	Sound Transit to install a signal.	Committed	\$0	Sound Transit
5th Ave NE and I-5 NB on ramp	Sound Transit to install a signal.	Committed	\$0	Sound Transit
Meridian Ave N & N 175th St	Lane reconfigurations and signal phase changes to improve capacity.	Concurrency	n/a**	Impact fees, undefined local funds
Dayton Ave N & Carlyle Hall Rd	Realign intersection geometry and signalize.	Concurrency	\$1,080,000	Impact fees, undefined local funds
1st Ave NE & N 155th St	Redesign as urban compact roundabout.	Concurrency	\$1,310,000	Impact fees, undefined local funds
25th Ave NE & NE 150th St	Redesign as urban compact roundabout.	Concurrency	\$1,310,000	Impact fees, undefined local funds
Total			\$160,000,000	

* This project is included in the 175th: I-5 to Stone Way corridor project.

Based on the potential revenue for transportation projects over the next 20 years and removing any currently committed projects and concurrency projects that must be addressed over this period (shown in the preceding table), the City has approximately \$41 million available to fund additional transportation projects.

As a tool to help guide the consideration of final projects totaling approximately \$41 million to be added to a financially constrained project list, the project ideas created in Table 11 were scored by a set of prioritization metrics and performance measures (see **Table 14**). Various project ideas received higher rankings than others. The following package of projects were found to both advance the City of Shoreline transportation vision and goals, while fitting within the fiscal constraint of this Transportation Element.

The City could fund the top ranked **Shared Use Mobility Hubs** totaling approximately \$5.25 million:

- Aurora Ave N & N 185th St
- Richmond Beach - NW 195th Street & 20th Ave NW
- 15th Ave BRT Station - 15th Ave NE & NE 146th St
- City Hall – N 175th St & Midvale Ave N
- Shoreline North/185th Station
- 4-Corners (NW Richmond Beach Rd and somewhere 8th Ave NW to 3rd Ave NW)

As funding for this type of project is available, the City would need to verify that the above is still an appropriate list and surrounding facilities are in place to support these hubs. A hub that could replace one on this list might include the hub near the Shoreline South/148th Street light rail station since large investments are under way to support all types of users at this station facility.

For approximately \$1 million, the City could also advance the **Eastside Off-Corridor Bike Network** (the portion from 5th Ave NE to 15th Ave NE), which scored highest in trail ideas. A pre-design study would need to be completed first. The entire Eastside Off-Corridor Bike Network will continue east of 15th Ave NE and the entire length should be completed to be consistent and complete.

The City could enhance access to the Shoreline South/148th Street light rail station through construction of the **3rd Avenue Connector**. This \$4.1 million project would provide a curbside street design that would better connect the Shoreline South/148th Street light rail station to the 148th Non-motorized Bridge, 155th Street, adjacent neighborhoods, and planned Trail Along the Rail. The woonerf would provide a slow, shared space that would facilitate placemaking and comfortable pedestrian/bicycle movements.

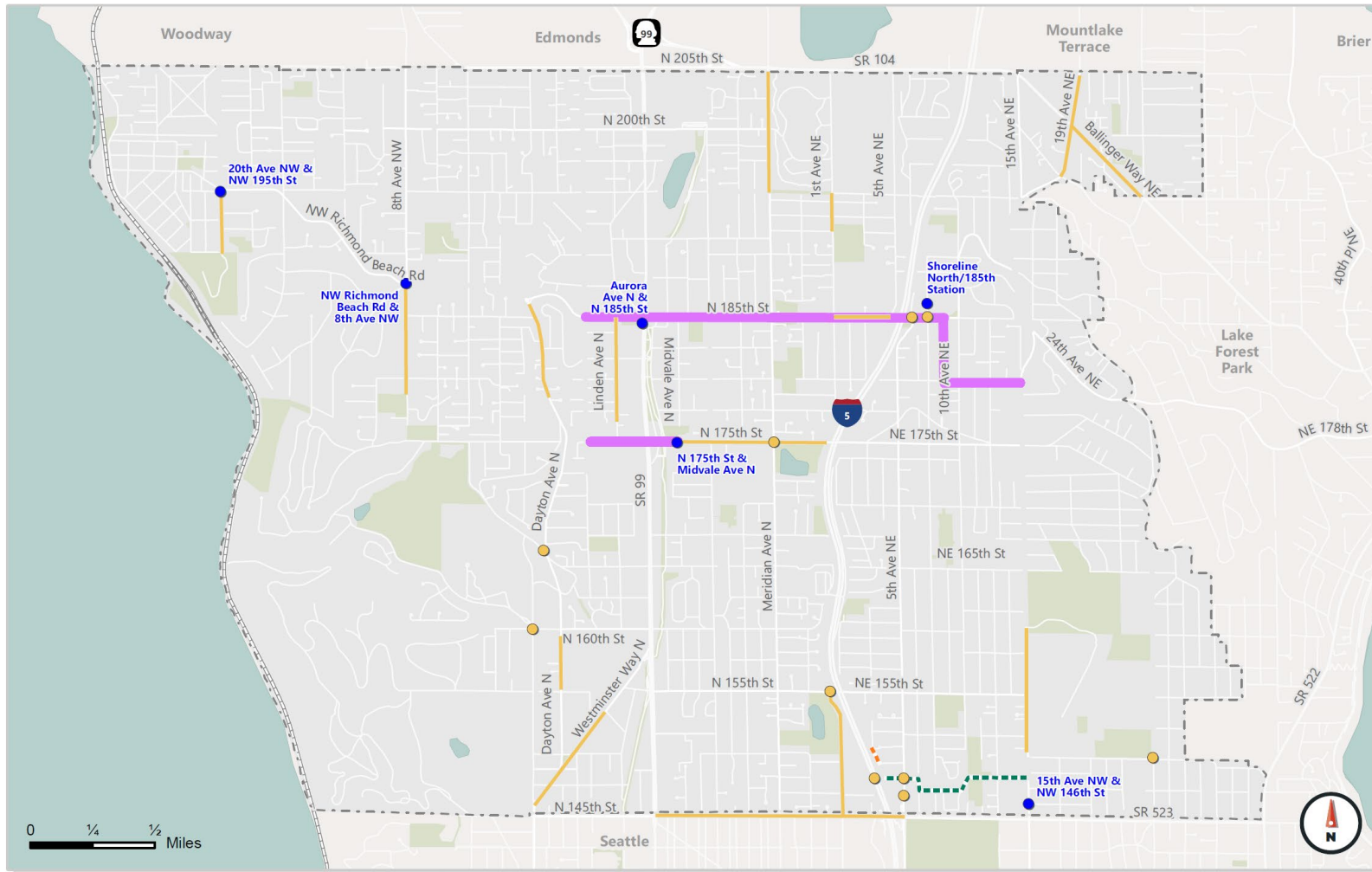
Finally, the City could partially fund two high-scoring **Multimodal Corridors** that would advance mobility priorities in this TE and appear to fit within available funds with high-level, estimated total project costs estimated at \$28.6 million:

- **N 175th St:** Extend multimodal improvements from Fremont Ave N to Stone Ave; improve to bike LTS 1 and fill sidewalk gaps and accommodate frequent bus service.
- **185th Corridor:** The City developed a 185th Street corridor improvement strategy that includes N/NE 185th St from Fremont Ave N to 10th Ave NE; 10th Ave NE from NE 185th St to NE 180th St; and NE 180th St from 10th Ave NE to 15th Ave NE. Improvements for this corridor include bike improvements to LTS1; pedestrian improvements; and accommodations for frequent bus service.

Figure 21 displays the City of Shoreline's 20-year fiscally constrained project list, which includes both committed and concurrency projects, as well as the additional projects described above that help advance the City's transportation vision and goals.

It is unknown how much of these costs could be recovered if re-development contributes to some of these improvements over the 20-year period or if the City is very successful in securing competitive grants. However, these provide a framework for how the City could spend available funding to expand mobility over the life of this TE. Depending on final costs of these projects, other pedestrian/bicycle oriented investments, including sidewalks, trails, and new connections could be considered.

Figure 21. Fiscally Constrained 2023-2044 Project List



- Concurrency & Other Committed Project
- - - 3rd Avenue Connection
- Shared Use Mobility Hubs
- - - Eastside Off-Corridor Bike Network
- Multimodal Corridors
- City Boundary

City of Shoreline
Fiscally Constrained 20-Year Project List

Options to Increase Revenue

Like all Washington State cities, the City of Shoreline has **limited dedicated transportation funding options**, many of which the City is already using. Expected future collections for the identified dedicated transportation funding options are included below; the potential impact on funding shortfalls depends on the City's final capital plan.

Transportation Benefit District sales tax and vehicle licensing fees are independent taxing districts created by ordinance. This is a flexible source of funding that can be applied for either capital or programmatic expenditures. The City of Shoreline uses both the sales and use tax and vehicle licensing fees options. While the City is levying the maximum allowable sales and use tax rate, the vehicle licensing fee (VLF) could be increased from the current \$40 up to \$100. The fee could be raised to \$50 without voter approval; any increase above \$50 would require a vote of the people. Since the 2019 increase to \$40, VLF revenues have averaged \$1.5 million. Based on the estimated number of registered vehicles in the City of Shoreline provided by the Washington State Department of Licensing, increasing the **VLF to \$50 would increase annual revenues to approximately \$2 to \$3 million**.⁶ With voter approval, the maximum \$100 per vehicle fee from a VLF would raise **\$4 to \$6 million annually**.

Local Improvement Districts (LIDs) are special purpose financing mechanisms that can be created by cities to fund capital improvements in specific areas. LIDs generate funds by implementing proportionate special assessments on property owners that benefit from improvements. LID revenues are limited in their use to specific capital projects that benefit owners in the special purpose area for which they were created. Cities are authorized to form LIDs under RCW 35.43 without voter approval; however, LID formation is a complex process and must first be demonstrated to be financially feasible. Additionally, if the City receives protests from "property owners who would pay at least 60% of the total cost of the improvement"⁷ the LID would be dissolved.

The City does not currently use LIDs. **The potential amount LIDs could generate is dependent on the planned projects** within the area. To generate LID revenue in the future, the City would have to identify specific projects that fit the general requirements of a LID on a case-by-case basis.

Commercial Parking Tax is levied on commercial parking lots, either collected from businesses or from customers at the time of sale. The City of Shoreline currently has no commercial parking lots. Cities are not restricted in the amount that can be levied, but use of revenues is restricted to transportation. As a City with more than 8,000 residents, the City of Shoreline would need to develop and adopt a program connected to the City's other transportation planning efforts and identify the geographic boundaries in which revenues will be collected and expended.⁸ This program would only generate revenue once commercial parking is provided in the City.

⁶ The Washington State Department of Licensing estimated 59,805 registered vehicles in the City of Shoreline with an expectation that this estimate is a lower than expected total because of data issues within DOL's database. However, even after accounting for the 1% administration fee for DOL, Shoreline's collected vehicle license fees are only two thirds of what would be expected. This difference could be from individuals not renewing.

⁷ Municipal Research Services Center, "[Local Improvement Districts](#)," last modified April 2, 2021.

⁸ [RCW 82.80.070](#)(3)(a-d).

Example jurisdictions with commercial parking taxes include the cities of Mukilteo, SeaTac, Seattle, and Tukwila. SeaTac levies the tax on a per transaction basis whereas the other three levy a percent of sales. Rates range from 8%-25%. The Washington State Department of Revenue (DOR) data suggest that sales for parking lots and related personal service industries run from \$0 to \$200,000⁹. Applying the low and high area example rates suggests that **a commercial parking tax would raise \$0 to \$40,000 annually.**

Red Light and School Speed Zone Enforcement Cameras create infractions for failing to stop at red lights or for speeding by photographing cars in individual intersections. The Washington State Supreme Court is responsible for setting traffic infraction penalties 46.63.110(1), which currently lists a \$48 fine for failure to stop. Jurisdictions can increase the fee, up to \$250 per infraction. Based on infraction rates and the percentage of people that pay their penalties, the City of Shoreline could generate **approximately \$150,000 in annual revenue per camera.** Revenues need to be balanced against the cost of buying, installing, and maintaining the units.

Business License Fees are charged to businesses operating within the City's bounds. As a code city, Shoreline's ability to levy business licenses is controlled by RCW 35A.82.020. Currently, the City collects \$40 per year for businesses earning \$2,000 or more in revenues annually. Since 2017, the City also collects business and occupation (B&O) tax for those businesses with gross receipts of \$500,000 or more annually.

The City could move to levying business license fees on a sliding scale dependent on gross receipts or employment (head tax). As business generates economic activity for the City, there is a trade-off between encouraging increased business activity in a city and charging businesses for the ability to conduct business within a jurisdiction's borders; as MRSC suggests, "fees charged should be fair and bear a reasonable relation to the costs." Increased revenues could be earmarked for transportation purposes, although these fees are not restricted in use and could always be reappropriated by Council action or financial policy.

In addition to transportation specific revenue options, the City has other revenue and financing options that can be used for transportation. Some of these options create additional revenues for the City but others are revenue neutral, suggesting a reduction of spending in other places.

Limited Tax General Obligation (LTGO) Bonds and Unlimited Tax General Obligation (UTGO) Bonds are financing tools cities can levy. Debt bears additional costs through interest, and any use of bonding capacity for transportation projects reduces the remaining bonding capacity available for other city projects. LTGO bonds will impact the General Fund, while UTGO bonds will have an additional tax burden.

Cities, TBDs, and LIDs may issue general obligation bonds, by special election or council decision, to finance projects of general benefit to the jurisdiction. In addition to the principal and interest costs of issuing debt, there are usually costs associated with issuing bonds, including administrative time, legal and underwriting costs, and insurance costs. The Washington State Constitution limits the

⁹ The Washington State Department of Revenue provides total taxable retail sales by North American Industry Classification System codes. However, data are suppressed when the number of businesses is low enough to provide identifiable data (typically less than 4 businesses). For Parking Lots and Garages (NAICS 812930) the data are suppressed, but by moving up a level of specification to NAICS cluster 8129 and running reports for the other six-digit industry groupings, data suggest that sales run from \$0 to \$200,000.

amount of debt municipalities can incur to 5.0% of the City's assessed value of taxable properties; the Washington State Legislature has statutorily limited the debt carrying capacity further to 2.5% of the assessed value. Taking on additional bond debt will affect cities' credit rating, so best practices suggest using less than two-thirds of the debt capacity to maintain credit rating.

LTGO bonds can be used for any purpose, but funding for debt service must be made available from existing revenue sources. UTGO bonds can be used only for capital purposes, and replacement of equipment is not permitted.

Redirecting unrestricted funds currently used for other purposes (e.g., using REET 1 – a 0.25% real estate excise tax a city can impose - for transportation purposes) could provide around **\$30 million (2021\$)** from 2023-2044.

In addition to the above funding options, it is important to note that the City of Shoreline is an active regional partner that routinely secures grant funding for projects (approximately \$2 million per year). Regional partnerships and attracting outside funding through federal, state, and regional grants should continue to be a funding source that supports implementation of Shoreline's multimodal transportation system.



Implementation

The Transportation Element will guide local and regional transportation investments and define the City's future transportation policies, programs, and projects for the next 20 years. The Transportation Element helps the City assess the relative importance of transportation projects and programs; as Shoreline growth takes place and the need for improved and new facilities is warranted, scheduling the planning, engineering, and construction of projects becomes key. The Transportation Element establishes a methodology for prioritizing projects to be included in the future Transportation Improvement Plan (TIP) and Capital Improvement Plan (CIP).

Since the City operates within a finite set of resources, it is important to develop a transparent, equitable, and data-driven process for prioritizing implementation of the transportation projects over the next 20 years. Building on the project evaluation criteria, the City developed the project prioritization metrics and performance measures presented in **Table 14** to understand and communicate the City's progress toward implementing priority projects, as well as overall progress in achieving the City's transportation Vision and Goals.



Following these criteria over time will ensure that Shoreline's transportation system realizes the vision that is outlined in the Transportation Element.

Table 14: Project Prioritization Metrics and Performance Measures



Goal	Project Prioritization Metrics	Performance Measures <i>Reported every two years unless otherwise noted</i>
<p>Safety</p> 	<p>Safety Metrics</p>	<p>Safety Performance Measures</p>
	<p>Location of improvement has a collision history (auto and/or pedestrian/bike):</p>	<p>Report number of injury and fatal collisions citywide through the Annual Traffic Report.</p>
	<p>At least one injury collision within the past</p>	
	<p>At least one pedestrian or bike/auto</p>	
	<p>Two or more pedestrian or bike/auto</p>	
	<p>Location of improvement is along a street with speed limit:</p>	
	<p>≤ 25 mph</p>	
	<p>≤ 30 mph</p>	
	<p>≤ 35 mph</p>	
	<p>Location of improvement has a street</p>	
	<p>Collector Arterial</p>	
	<p>Minor Arterial</p>	
<p>Equity</p> 	<p>Equity Metrics</p> <p>Equity Priority Areas based on the aggregated score of the following metrics:</p>	
	<p>Improvement is within an area of concentrated need based on Age:</p> <p>Under 18 years 60 years or older¹⁰</p>	<p>Report number of newly constructed or renovated multimodal projects in Equity Priority Areas and number of public engagement activities for each of the projects.</p>
	<p>Improvement is within an area of concentrated need based on income</p>	
	<p>Improvement serves a concentrated community of color</p> <p>Top 20% of population density of households of people of color.</p>	

¹⁰ Eligibility for the Older Americans Act starts at age 60.

¹¹ Eligibility threshold for King County Housing Authority residents is 80% of median income. U.S. Department of Housing and Urban Development (HUD) defines 50%-80% of median income as "Low Income".

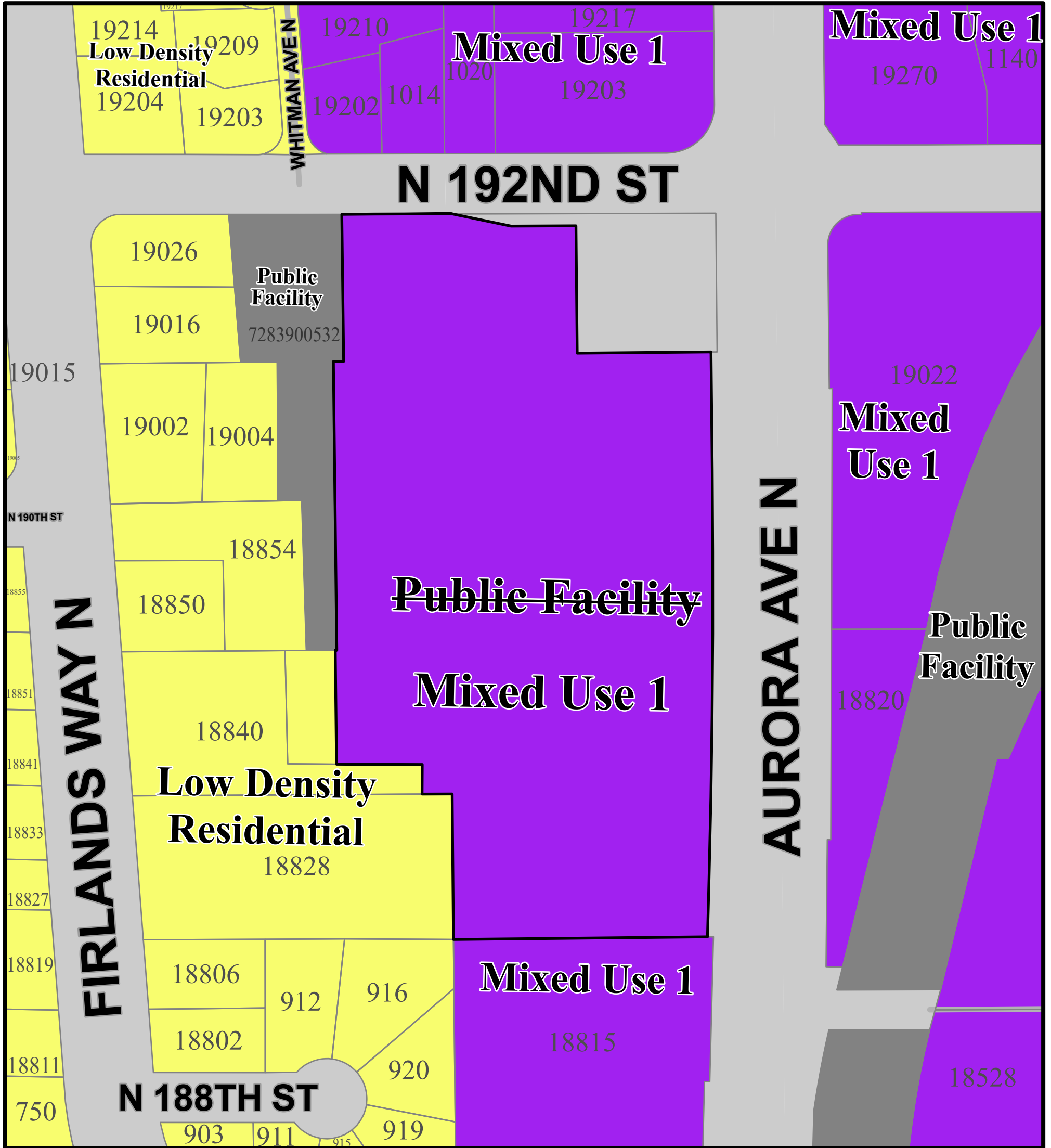
Goal	Project Prioritization Metrics	Performance Measures <i>Reported every two years unless otherwise noted</i>
	<i>Improvement serves a concentrated community with disabilities</i>	
	<i>Improvement serves a concentrated community of limited English speakers</i>	
Multimodality 	Climate Resiliency¹² - Multimodality Metrics	CR-Multimodality Performance Measures
	<i>Improvement is located along an existing or proposed transit route.</i>	<i>Report number of newly constructed multimodal projects along an existing or proposed transit route.</i>
	<i>Improvement is located within a ¼ mile radius of a bus stop.</i>	<i>Report number of newly constructed multimodal projects within a ¼ mile radius of a bus stop.</i>
	<i>Improvement is located within a ½ mile radius of an existing or planned BRT stop or light rail station.</i>	<i>Report number of newly constructed multimodal projects within a ½ mile radius of an existing or planned BRT stop or light rail station.</i>
	<i>Improvement connects to an existing or proposed location of a shared-use mobility hub or park and ride.</i>	<i>Report number of newly constructed multimodal connections to an existing or proposed location of a shared-use mobility hub or park and ride.</i>
Connectivity 	Climate Resiliency - Connectivity Metrics	Climate Resiliency - Connectivity Performance Measures
	<i>Improvement is located within a ¼ mile radius of a school.</i>	<i>Report number of newly constructed pedestrian and/or bicycle projects within a ¼ mile radius of a school.</i>
	<i>Improvement is located within a ¼ mile radius of a park.</i>	<i>Report number of newly constructed pedestrian and/or bicycle projects within a ¼ mile radius of a park.</i>
	<i>Closes gap or extends an existing pedestrian or bicycle facility.</i>	<i>Report number of newly constructed pedestrian and/or bicycle projects that close a gap or extend an existing pedestrian and/or bicycle facility.</i>

¹² Climate Resiliency prefix appears in several categories to show interrelated climate resiliency metrics without double counting points.

Goal	Project Prioritization Metrics	Performance Measures <i>Reported every two years unless otherwise noted</i>
<p>Climate Resiliency</p> 	<p>Climate Resiliency – Built Environment Metrics</p>	<p>Climate Resiliency – Built Environment Performance Measures</p>
	<p>Improvement is within a Surface Water Vulnerabilities area per the City's Climate Impacts Tool and will include measures to reduce surface water runoff.</p>	<p>Report number of newly constructed multimodal projects in Surface Water Vulnerabilities areas and number of measures used to reduce surface water runoff for each project.</p>
	<p>Improvement is within an Urban Heat Island area per the City's Climate Impacts Tool and will include measures to mitigate urban heat island effect.</p>	<p>Report number of newly constructed multimodal projects in Urban Heat Island areas and number of measures used to mitigate urban heat island effect for each project.</p>
	<p>Refer to Multimodality and Connectivity for metrics for reducing transportation-related greenhouse gas (GHG) emissions by encouraging taking other travel modes than driving.</p>	<p>Report Shoreline Vehicle Miles Traveled (VMT) per capita and its resulting GHG emissions.</p> <p>Report number of trees removed and trees planted for all newly constructed multimodal projects and its projected net amount of CO2 sequestered over 20 years.</p>
<p>Community Vibrancy</p> 	<p>Community Vibrancy Metrics</p>	<p>Community Vibrancy Performance Measures</p>
	<p>Improvement enhances multimodal access to an activity center (within a ¼ mile radius of a retail/business area or civic/community building).</p>	<p>Report number of newly constructed multimodal projects within a ¼ mile radius of an activity center.</p>
	<p>Improvement provides an alternative to walking or bicycling along a motorized facility e.g., ped/bike bridge, trail/path through park or unopened right of way, etc.</p>	<p>Report number of newly constructed or renovated ped/bike bridges, trails, and paths.</p>
<p>Improvement provides places for public art, culture, and/or community gathering e.g., locations of shared-use mobility hubs, trailheads, gateways, park frontages.</p>	<p>Report number of newly constructed or renovated places for public art, culture, and/or community gathering.</p>	

Comp Plan Update: 192nd St Park & Ride

Attachment D Exhibit A-2



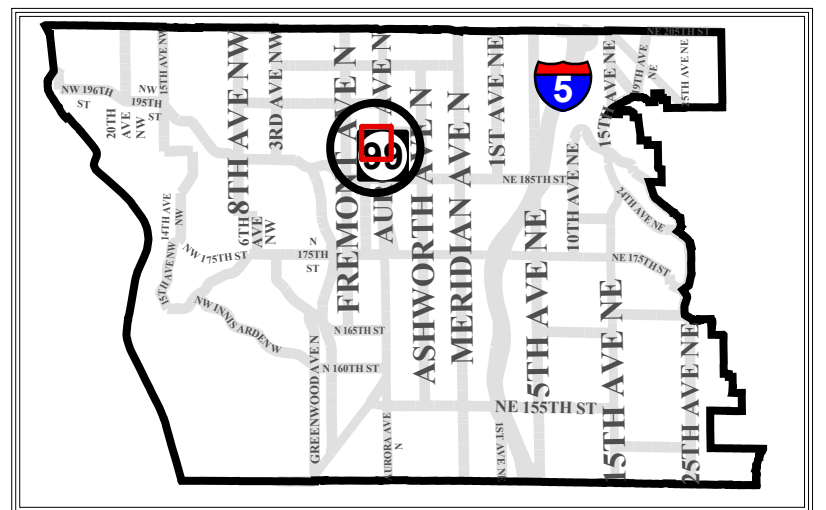
192nd St Park & Ride Comprehensive Plan Amendment Public Facility/High Density Residential to Mixed Use 1

Land Use Legend

- | | |
|----------------------------|----------------------|
| Station Area 1 | Mixed Use 2 |
| Station Area 2 | Mixed Use 1 |
| Station Area 3 | Town Center District |
| Low Density Residential | Public Facility |
| Medium Density Residential | Public Open Space |
| High Density Residential | Private Open Space |
| Institution/Campus | - Parcel Line |
| Planned Area 3 | |

Feature Legend

- | | |
|-----------------|--------------------|
| - Parcel Change | - Unclassified ROW |
| - City Boundary | - Parcel Line |



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Date Printed: Date: 6/22/2022 | Request: 33651



Land Use Element Goals and Policies

INTRODUCTION

Land use describes the human use of land and involves modification of the natural environment into the built environment, and management of these interrelated systems. Land use designations delineate a range of potentially appropriate zoning categories, and more broadly define standards for allowable uses and intensity of development. The combination and location of residential neighborhoods, commercial centers, schools, churches, natural areas, regional facilities, and other uses is important in determining the character of Shoreline. The pattern of how property is designated in different parts of the city directly affects quality of life in regard to recreation, employment opportunities, environmental health, physical health, property values, safety, and other important factors.

This Element contains the goals and policies necessary to support the City's responsibility for managing land uses and to implement regulations, guidelines, and programs. The Land Use policies contained in this element, along with the Comprehensive Plan Map (Figure LU-1), identify the intensity of development and density recommended for each area of the city. These designations help to achieve the City's vision by providing for sustainable growth that encourages housing choice; locates population centers adjacent to transit and services; provides areas within the city to grow businesses, services, jobs and entertainment; respects existing neighborhoods; provides for appropriate transitions between uses with differing intensities; safeguards the environment; and maintains Shoreline's sense of community. The goals and policies of this element also address identifying Essential Public Facilities.

The Land Use Element Supporting Analysis section of this Plan contains the background data and analysis that describe the physical characteristics of the city and provides the foundation for the following goals and policies.

GOALS

- Goal LU I.** Encourage development that creates a variety of housing, shopping, entertainment, recreation, gathering spaces, employment, and services that are accessible to neighborhoods.
- Goal LU II.** Establish land use patterns that promote walking, biking and using transit to access goods, services, education, employment, recreation.
- Goal LU III.** Create plans and strategies that implement the City's Vision 2029 and Light Rail Station Area Planning Framework Goals for transit supportive development to occur within a ½ mile radius of future light rail stations.
- Goal LU IV.** Work with regional transportation providers to develop a system that includes two light rail stations in Shoreline and connects all areas of the city to high-capacity transit using a multi-modal approach.
- Goal LU V.** Enhance the character, quality, and function of existing residential neighborhoods while accommodating anticipated growth.
- Goal LU VI.** Encourage pedestrian-scale design in commercial and mixed-use areas.
- Goal LU VII.** Plan for commercial areas that serve the community, are attractive, and have long-term economic vitality.
- Goal LU VIII.** Encourage redevelopment of the Aurora corridor from a commercial strip to distinct centers with variety, activity, and interest.

- Goal LU IX. Minimize or mitigate potential health impacts of industrial activities on residential communities, schools, open space, and other public facilities.
- Goal LU X. Nominate Shoreline as a Regional Growth Center as defined by the Puget Sound Regional Council.
- Goal LU XI. Maintain regulations and procedures that allow for siting of essential public facilities.
- Goal LU XII. Increase access to healthy food by encouraging the location of healthy food purveyors, such as grocery stores, farmers markets, and community food gardens in proximity to residential uses and transit facilities.

POLICIES

Residential Land Use

LU1. The Low-Density Residential land use designation allows single-family detached dwelling units. Other dwelling types, such as duplexes, single-family attached, cottage housing, and accessory dwellings may be allowed under certain conditions. The permitted base density for seeking them out as vital to current societal needs. this designation may not exceed 6 dwelling units per acre.

LU2. The Medium Density Residential land use designation allows single family dwelling units, duplexes, triplexes, zero lot line houses, townhouses, and cottage housing. Apartments and professional offices may be allowed under certain conditions. The permitted base density for this designation may not exceed 12 dwelling units per acre.

LU3. The High-Density Residential designation is intended for areas near employment and/or commercial areas, where high levels of transit service are present or likely. This designation creates a transition between commercial uses and lower intensity residential uses. Some commercial uses may also be permitted. The permitted base density for this designation may not exceed 48 dwelling units per acre.

LU4. Allow clustering of residential units to preserve open space and reduce surface water run-off.

LU5. Develop regulations to maintain and increase Shoreline's urban tree canopy with the goal of encouraging tree retention and protection while also increasing housing opportunities and choice.

~~LU5.~~ LU6. Review and update infill standards and procedures that promote quality development, and consider the existing neighborhood.

~~LU6.~~ LU7. Protect trees and vegetation, and encourage additional plantings that serve as buffers. Allow flexibility in regulations to protect existing stands of trees.

~~LU7.~~ LU8. Promote small-scale commercial activity areas within neighborhoods that encourage *walkability*, and provide opportunities for employment and "*third places*".

Comprehensive Plan Map Update: Richmond Beach Saltwater Park

Attachment D Exhibit A-4



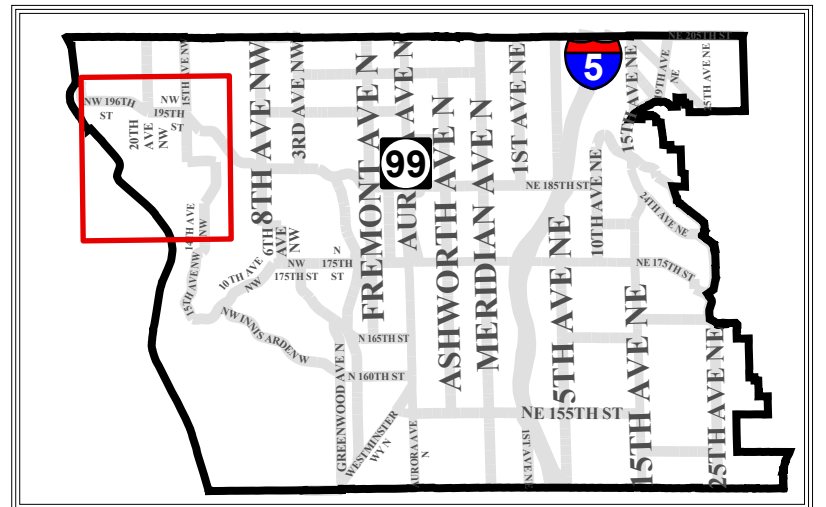
Comprehensive Plan Map Update Public Open Space Parcel 1126039010

Land Use Legend

- | | | | |
|--|----------------------------|--|----------------------|
| | Station Area 1 | | Planned Area 3 |
| | Station Area 2 | | Mixed Use 2 |
| | Station Area 3 | | Mixed Use 1 |
| | Low Density Residential | | Town Center District |
| | Medium Density Residential | | Public Facility |
| | High Density Residential | | Public Open Space |
| | Institution/Campus | | Private Open Space |

Feature Legend

- | | | | |
|--|---------------|--|------------------|
| | Parcel Change | | Unclassified ROW |
| | City Boundary | | Parcel Line |



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Comprehensive Plan Map Update: Richmond Beach Saltwater Park

Attachment D Exhibit A-5



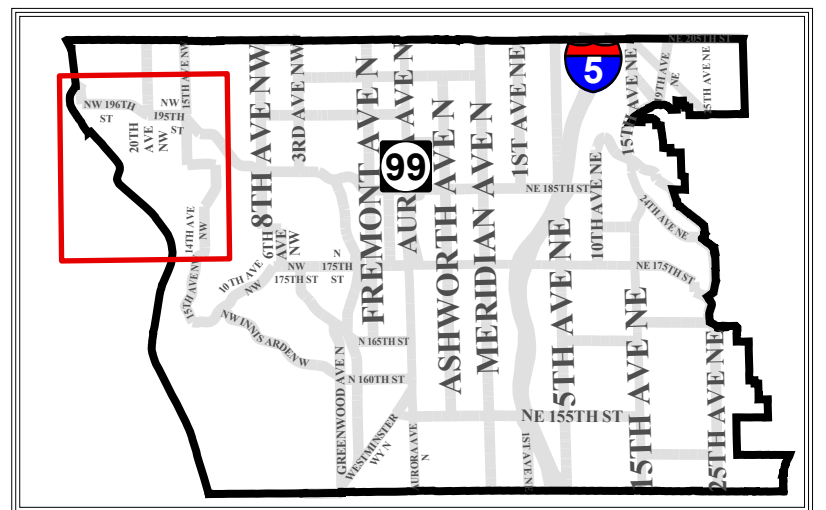
Comprehensive Plan Map Update Public Open Space Parcel 0226039073

Land Use Legend

Station Area 1	Planned Area 3
Station Area 2	Mixed Use 2
Station Area 3	Mixed Use 1
Low Density Residential	Town Center District
Medium Density Residential	Public Facility
High Density Residential	Public Open Space
Institution/Campus	Private Open Space

Feature Legend

- Parcel Change	- Unclassified ROW
- City Boundary	- Parcel Line



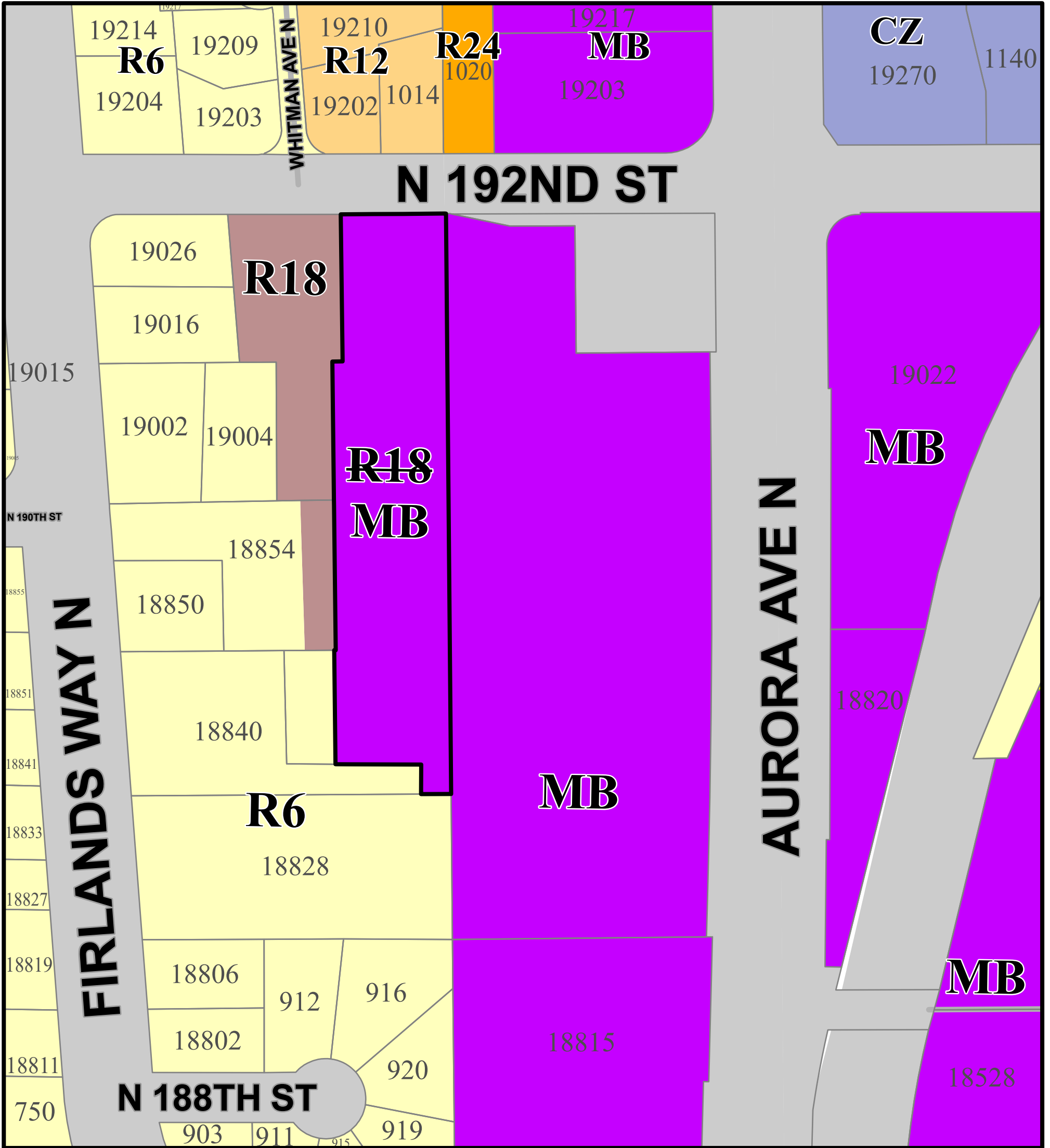
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Date Printed: Date: 10/21/2022 | Request: 33651



Zoning Update: 192nd St Park & Ride

Attachment D Exhibit B



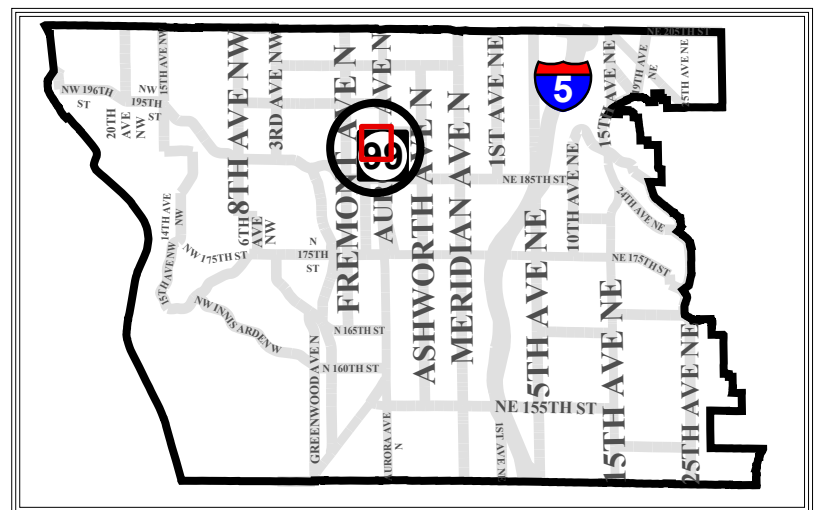
192nd St Park & Ride Zoning Update R-18 to MB

Land Use Legend

- Parcel Line	C; Campus
TC-1 to TC-4; Town Center	CZ; Contract Zone
MUR-70; Mixed Use Residential (70' height)	R-48; Residential, 48 units/acre
MUR-45; Mixed Use Residential (45' height)	R-24; Residential, 24 units/acre
MUR-35; Mixed Use Residential (35' height)	R-18; Residential, 18 units/acre
MB; Mixed Business	R-12; Residential, 12 units/acre
CB; Community Business	R-8; Residential, 8 units/acre
NB; Neighborhood Business	R-6; Residential, 6 units/acre
PA 3; Planned Area 3	R-4; Residential, 4 units/acre

Feature Legend

- Parcel Change	- Unclassified ROW
- City Boundary	- Parcel Line



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Date Printed: Date: 6/24/2022 | Request: 33651



CITY COUNCIL AGENDA ITEM
CITY OF SHORELINE, WASHINGTON

AGENDA TITLE:	Discussion of Draft Interlocal Agreement for Homeless Services with the King County Regional Homelessness Authority		
DEPARTMENT:	Recreation, Cultural and Community Services		
PRESENTED BY:	Bethany Wolbrecht-Dunn, Community Services Manager Colleen Kelly, Recreation, Cultural and Community Services Director		
ACTION:	<input type="checkbox"/> Ordinance	<input type="checkbox"/> Resolution	<input type="checkbox"/> Motion
	<input checked="" type="checkbox"/> Discussion	<input type="checkbox"/> Public Hearing	

PROBLEM/ISSUE STATEMENT:

In 2015, the City Council adopted Resolution No. 379 supporting King County’s proclamation of emergency regarding homelessness in King County. Since then, the City has taken several actions related to addressing homelessness in Shoreline. At the August 15, 2022, Shoreline City Council meeting, Council discussed the draft Interlocal Agreement for Homeless Services with the King County Regional Homelessness Authority (KCRHA). This agreement would begin to consolidate funding for homelessness services through the Authority. Council raised several issues that have been incorporated into the revised agreement, which is included as Attachment A.

Tonight, staff will be joined by KCRHA’s Sub-Regional Planning Manager, Alexis Mercedes Rinck, who will present the revised proposed Interlocal Agreement. Council is currently scheduled to take action on the Interlocal agreement with KCRHA on December 12, 2022.

RESOURCE/FINANCIAL IMPACT:

This item has no direct financial impact.

RECOMMENDATION

Staff recommends that Council review the revised draft KCRHA Interlocal Agreement for Homeless Services and ask questions of City and KCRHA. Staff recommends Council approve the finalized agreement when it is brought back to Council for action at their December 12, 2022, meeting.

Approved By: City Manager **JN** City Attorney **MK**

BACKGROUND

Since the City's incorporation in 1995, the City has provided funding to programs that serve the unhoused in our community. This has generally been accomplished through our biennial competitive funding process to agencies that have a regional footprint. However, as concern about the unhoused regionally and nationwide increased, City Council adopted [Resolution No. 379](#) in 2015 supporting King County's proclamation of emergency regarding homelessness in King County and the City's commitment to work with King County and partner agencies on plans to address homelessness.

While the City was working to support this Council Resolution and address homelessness in the Shoreline community, work was also proceeding between King County and the City of Seattle to improve the regional response to homelessness. This process started in 2005, when King County developed a Ten-Year Plan to End Homelessness. Despite these efforts between King County and Seattle, even more people were experiencing homelessness in our region by 2015. This caused the focus to shift to developing regional strategies that were focused on:

- Keeping people from becoming homeless in the first place;
- For those that do become homeless, working to make it as brief as an experience as possible; and
- Ensuring individuals and families do not experience homelessness again.

With this shift in strategy, the King County Committee to End Homelessness became known as 'All Home', and both King County and the City of Seattle engaged in several studies and reports that found that the region's response to homelessness was "too weak to drive change." The All Home Governing Board included representatives from the region, including then Shoreline Councilmember Keith Scully.

In May 2018, King County and the City of Seattle signed a Memorandum of Understanding committing to coordinate data, analysis, Request for Proposals, and evaluation processes related to investments in homelessness services. Further, King County and Seattle worked with several philanthropic groups to fund a critical review of the region's homelessness investments and to make recommendations for any changes. Council was briefed on this progress and invited to comment on key questions related to this work during its June 17, 2019, Council meeting. More information on these regional efforts can be found here: [Discussion of the King County Homelessness System Redesign](#).

In response to these recommendations, King County and the City of Seattle entered into an interlocal agreement in 2019 to establish the King County Regional Homelessness Authority (KCRHA) with the goal of unifying and coordinating efforts related to the overall homelessness response system. KCRHA staff attended the August 9, 2021, Council meeting to provide an overview of the new Authority and sub-regional planning activities. More information can be found here: [Discussion and Introduction of the King County Regional Homelessness Authority](#).

Additionally, a full discussion on Shoreline’s response to homelessness and the KCRHA was presented at the April 25, 2022, Council meeting. More information can be found here: [Update on Lake City Partners and King County Regional Homelessness Authority](#).

North King County Coalition on Homelessness and the KCRHA

The 2020-2022 Shoreline Council Goals and Work Plan included the following Action Step related to responding to homelessness in Shoreline:

Council Goal 5, Action Step 7: Begin a process of developing partnerships with North King County cities and other key stakeholders in support of siting a 24/7 shelter/navigation center to serve homeless single adults in North King County.

Staff subsequently began work towards this Council Action Step by convening the North King County Shelter Task Force, which resulted in the opening of The Oaks Enhanced Shelter in partnership with King County and Lake City Partners Ending Homelessness in April 2021. At that time, Task Force members agreed that there was value in continuing as a sub-regional group to focus generally on homelessness in North King County. The group voted to become the North King County Coalition on Homelessness (Coalition) with a new chartered purpose:

To support policies and community-based efforts to provide services, shelter and/or permanent housing options for those in our communities who are experiencing homelessness. We anticipate that the Coalition will ultimately serve as sub-regional hub for the King County Regional Homelessness Authority.

The cities of Shoreline, Lake Forest Park, Kenmore, Bothell, and Woodinville have each appointed a City Council representative to the Coalition. The Coalition serves as a North King County sub-regional hub for the KCRHA as envisioned. More information about the Coalition can be found here: [Authorizing the City Manager to Enter Into the North King County Coalition on Homelessness Memorandum of Agreement](#).

The continued work of the Coalition and its interaction with KCRHA directly relates to the 2022-2024 Shoreline City Council Goal 5, Action Step 10:

Actively monitor developments related to the King County Regional Homelessness Authority with a particular focus on actions and resources related to sub-regional planning efforts.

Subregional Planning Discussions

While KCRHA continues to build systems, create large scale plans, and more localized subregional plans, they are also exploring ways to enrich the overall coordination of programs throughout King County. In the spring of this year, KCRHA staff began a discussion with the Coalition regarding the idea of developing subregional interlocal agreements with the potential to pool funding on a subregional basis in support of the goals of the KCRHA. This idea was discussed at several Coalition meetings and in separate meetings with staff from the Coalition member cities. Those discussions led to the framework of the proposed Interlocal Agreement for Homeless Services. At the August 15, 2022, Council meeting, staff brought forward the first draft for Council review and discussion. More information on that discussion can be found here: [Discussion of](#)

[Draft Interlocal Agreement for Homeless Services with the King County Regional Homelessness Authority.](#)

Shoreline Funding Context

The 2021-2022 Shoreline Human Services Funding Plan, which was approved by Council on September 28, 2020, allocated \$74,362 per year for homelessness related programs. The specific homelessness related programs and the providers that operate these programs are as follows:

Homelessness Programs in the 2021-22 Shoreline Human Services Funding Plan

Program	Provider	2022 Funding
Family Shelter	Mary’s Place	\$ 5,000
The Oaks Enhanced Shelter	Lake City Partners	\$ 18,612
Housing Outreach	Lake City Partners*	\$ 25,000
Housing	Hopelink	\$ 25,750
Total		\$ 74,362

**An additional \$35,839 from COVID response funding for Lake City Partners Housing Outreach was included in the recent 2021-2022 Biennial Budget amendment (through Ordinance No. 970), which was approved by Council on August 8, 2022.*

More information on the 2021-2022 Shoreline Human Services Funding Plan can be found here: [Adoption of the 2021 Community Development Block Grant Funding and Contingency Plan and the 2021-2022 Human Services Funding Plan and Authorization for the City Manager to Execute Contracts to Implement Approved Programs and Projects.](#)

Since the initial discussion of this Interlocal Agreement on August 15, 2022, the Council has approved the 2023-2024 Human Services Funding Plan at the October 3, 2022, Council meeting.

Homelessness Programs in the 2023-24 Shoreline Human Services Funding Plan

Program	Provider	2023 Funding
Family Shelter	Mary’s Place	\$ 5,000
The Oaks Enhanced Shelter	Lake City Partners	\$ 25,067
Housing Outreach	Lake City Partners	\$ 45,000
Housing	Hopelink	\$ 25,750
Total		\$100,817

More information about the 2023-2024 Shoreline Human Services Funding Plan can be found here: [Adoption of the 2023 Community Development Block Grant Funding and Contingency Plan and the 2023-2024 Human Services Funding Plan and Authorization for the City Manager to Execute Contracts to Implement Approved Programs and Projects.](#)

The proposed KCRHA Interlocal Agreement would not affect the approved 2023-2024 Human Services Plan. The pooled funding approach in the proposed Interlocal Agreement would be phased in over the next two biennia as follows:

- **2023-2024 Biennium** - KCRHA recognizes that cities are currently in the process of developing budgets and specific human services funding allocations for 2023/2024. Therefore, the proposal for the next biennium is that Shoreline would transfer the funding the Council approves for programs providing homelessness services (listed above) to KCRHA, which would administer the contracts for those programs.
- **2025-2026 Biennium** - Beginning in 2025, KCRHA proposes that the City approve a total dollar amount for homelessness services overall and transfer those funds to the KCRHA. KCRHA would determine what specific programs to fund at what level with the dollars transferred, using the soon to be developed North King County Subregional Plan as a guide. Because some North King County cities do not currently contribute significant funds in support of homelessness services, KCRHA is proposing a contribution of at least \$1.20 per capita. Based on the Washington State Office of Financial Management’s (OFM) 2022 population estimate for Shoreline of 60,320, Shoreline’s expected minimum contribution would be approximately \$72,384. However, staff would potentially propose reviewing if a higher amount would be appropriate as part of the Human Services Strategic Plan that was approved as part of the City’s 2023-2024 Budget.

DISCUSSION

At the August 15, 2022, Council meeting, Council discussion directed staff to address the following issues in the next draft of the interlocal agreement with KCRHA:

Issue/Concern	Location in Proposed Agreement
Clarify that KCRHA will allocate all funds provided with no overhead taken	Exhibit A, Bullet Number 3
Provide specific language that the funding from the sub-region will stay within the sub-region	Exhibit A, Bullet Number 4, Allowable expenses
List a specific per capita share minimum for cities	\$1.20/per capita, but cities may allocate more
Contain language that allows cities to increase services or enter into separate agreements for homeless services	Exhibit B, bolded paragraph

The updated proposed Interlocal Agreement is being presented to the other North End member cities (Lake Forest Park, Kenmore, Bothell, and Woodinville) at their respective Council meetings in November and December, with the intent to have the agreement in place by January 1, 2023.

As part of the updated draft Interlocal Agreement for Homeless Services, the City would receive quarterly metric updates and a formal annual report on services provided in Shoreline and to Shoreline residents. Other benefits of participating in the Agreement include:

- Improved efficiency for both funders and providers;

- Fewer systems for providers to navigate for applications, reporting and invoicing; and
- Streamlined funding and contract management.

One consideration for Council relates to the expectation beginning in 2025 that participating cities will transfer funds in a more general way rather than to specific programs. Staff believe the critical element related to this proposal is the final North King County Subregional Plan. Staff anticipate that the North King County Coalition on Homelessness will be heavily engaged in developing that plan to ensure that it will address the services and process needs most relevant to the residents of North King County. If so, and if the KCRHA commits to utilizing funds in support of that plan, staff believe it reasonable to allow the KCRHA to determine how to allocate City contributed funds beginning in 2025.

Given these considerations, staff sees value in the Interlocal Agreement. As mentioned above, it will focus the administrative work of agencies to one funder. The City will benefit having access to data on Shoreline residents being served by agencies and programs outside of the City, as well as other agencies and programs the City has not traditionally funded. Additionally, this furthers the goal of a regional framework for homelessness services. Staff recommends that the Council review the North King County Subregional Plan upon its completion to evaluate the service areas that will be prioritized.

Tonight's Discussion and Next Steps

Tonight, KCRHA's Sub-Regional Planning Manager, Alexis Mercedes Rinck, will be present at the Council meeting to present information on the updated proposed Interlocal Agreement.

Staff is interested in Council's feedback on the revisions made to the draft Interlocal Agreement for Homeless Services with KCRHA. If Council believes the updated draft addresses their previously stated concerns, staff will bring the finalized agreement back to Council for action on December 12, 2022.

COUNCIL GOALS ADDRESSED

This staff report specifically addresses the following 2022-2024 Council Goal and Action Steps:

- Council Goal #5: Promote and enhance community safety, healthy neighborhoods, and a coordinated response to homelessness and individuals in behavioral health crisis.
 - Council Goal 5, Action Step 9 – Continue to support the North King County Enhanced Shelter serving homeless adults in North King County through partnership and agreement with King County, Lake City Partners and the community; and
 - Council Goal 5, Action Step 10 – Actively monitor developments related to the King County Regional Homelessness Authority with a particular focus on actions and resources related to sub-regional planning efforts.

RESOURCE/FINANCIAL IMPACT

This item has no direct financial impact.

RECOMMENDATION

Staff recommends that Council review the revised draft KCRHA Interlocal Agreement for Homeless Services and ask questions of City and KCRHA. Staff recommends Council approve the finalized agreement when it is brought back to Council for action at their December 12, 2022, meeting.

ATTACHMENT

Attachment A – Updated Draft Interlocal Agreement for Homeless Services with KCRHA

AGREEMENT FOR HOMELESS SERVICES

THIS AGREEMENT FOR HOMELESS SERVICES (this “Agreement”) is effective as of January 1, 2023 (the “Effective Date”) and is among the Cities of _____, _____ and _____, Washington, each a municipal corporation (each, a “Partner City” and together “Partner Cities”), and the KING COUNTY REGIONAL HOMELESSNESS AUTHORITY (the “Authority”), an independent governmental administrative agency formed pursuant to RCW 39.34.030(3). The Partner Cities and the Authority are referred to herein individually as a “Party” and collectively, the “Parties.”

RECITALS

WHEREAS, the Authority was formed pursuant to the Interlocal Agreement for the Establishment of the King County Regional Homelessness Authority (the “Authority Interlocal Agreement”) by The City of Seattle and King County as an independent governmental agency pursuant to chapter 39.34 RCW in order to coordinate the provision of services within an equitable operational framework to individuals and families experiencing homelessness or at imminent risk of experiencing homelessness in King County; and

WHEREAS, homelessness is a regional crisis requiring local governments, nonprofits, partners and stakeholders to work together through cooperative action; and

WHEREAS, pursuant to the Interlocal Agreement, the Authority may enter into contracts with one or more Subscribing Agencies (as defined in the Interlocal Agreement) for the provision of Homeless Services (as defined in the Interlocal Agreement) subject to the conditions set forth therein; and

WHEREAS, the Parties now desire to coordinate efforts to address homelessness in the north King County sub-region where the Partner Cities are located pursuant to the terms of this Agreement;

NOW, THEREFORE, the Parties hereby agree as follows:

**ARTICLE I
DEFINITIONS**

Terms defined in the recitals of this Agreement are incorporated herein as if fully set forth in this Agreement. Capitalized terms used herein shall have the following meanings. Terms not otherwise defined herein shall have the meanings set forth in the Interlocal Agreement, a copy of which is attached hereto as Exhibit C:

“*Agreement*” means this Agreement between the Partner Cities and the Authority for Homeless Services to be provided by the Authority, as it may be amended from time to time.

“**Authority**” means the King County Regional Homelessness Authority formed by The City of Seattle and King County as a separate governmental administrative agency pursuant to the Interlocal Agreement and RCW 39.34.030(3).

“**Customers**” means individuals and families experiencing homelessness or who are at imminent risk of experiencing homelessness.

“**Effective Date**” means the date this Agreement becomes effective between the Parties, which is identified above.

“**Homeless Services**” or “**Services**” means shelters, day centers, hygiene facilities, housing, and related services to assist Customers to be provided by the Authority under the terms of this Agreement, as set forth in Exhibit A.

“**Initial Term**” means the initial four year term of this Agreement, as identified in Article II, Section 2.

“**Interlocal Agreement**” means the agreement between The City of Seattle and King County establishing the King County Regional Homelessness Authority, dated December 16, 2019, as it may be amended from time to time, and incorporated herein as Exhibit C.

“**North King County Sub-Region**” consists of the cities of Shoreline, Lake Forest Park, Kenmore, Bothell, Woodinville, the jurisdictional boundaries of any Partner City added to this Agreement, and adjacent unincorporated areas of King County.

“**RCW**” means the Revised Code of Washington.

“**Resources**” means those funds, in kind services or other consideration provided by an entity, including a Partner City, to support the operation of the Authority or the provision of Homeless Services. The Resources to be provided by each Partner City under the term of this Agreement as consideration for the Services to be delivered hereunder are included in Exhibit B.

“**State**” means the State of Washington.

ARTICLE II PURPOSE; TERM

Section 1. Purpose. The purpose of this Agreement is to set forth the terms related to the Services to be provided by the Authority to customers in the jurisdictional boundaries of the Partner Cities, and the terms and conditions of each Partner City’s funding and/or other Resources in exchange for such Services.

Section 2. Term. This Agreement shall begin on the Effective Date and end four years from the Effective Date (December 31, 2026) (the “Initial Term”), unless terminated earlier

or extended as provided herein. After the Initial Term, this Agreement shall automatically renew each December 31 for one-year extensions, unless terminated earlier or extended as provided herein.

**ARTICLE III
AUTHORITY RESPONSIBILITIES**

Section 1. Authority’s Responsibilities. Subject to the terms of this Agreement, the Authority hereby agrees to operate a unified, regional homelessness response system and to provide Services to, or on behalf of the, the Partner Cities in support of its mission to significantly decrease homelessness throughout King County pursuant to the Interlocal Agreement. The Services to be provided by the Authority to, or on behalf of, the Partner Cities to customers under the term of this Agreement are more fully described in Exhibit A (the “Services”) and may be modified by the Parties hereto from time to time to reflect then-current levels of Resources.

Section 2. Notice Affecting Performance. The Authority shall promptly notify the Partner Cities in writing of any matters that could adversely affect the Authority’s ability or eligibility to continue to perform services under this Agreement.

**ARTICLE IV
PARTNER CITY RESPONSIBILITIES**

Section 1. Consideration and Resources. In consideration of the Authority’s commitment to provide Services under this Agreement, each Partner City agrees to provide the Resources to the Authority. Such Resources shall be as set forth in Exhibit B attached hereto. Exhibit B may be updated from time to time to reflect updated Resources to be provided under this Agreement.

Section 2. Requirements Applicable to Funds. The Resources granted to the Authority under this Agreement may consist of a combination of Partner City, State, local and/or federal funding, and the Authority agrees to comply with the requirements applicable to each source of funds.

**ARTICLE V
DOCUMENTATION OF COSTS; RECORDS; REPORTING**

Section 1. Documentation of Costs. The Authority shall document all costs incurred in providing Services under this Agreement with properly executed payrolls, time records, invoices, vouchers, records of service delivery, or other official documentation evidencing in sufficient detail the nature and reasonableness of such costs. All payroll and financial records pertaining to any third-party contracts funded by a Partner City shall be clearly identified and readily accessible for review by the Partner City.

Section 2. Maintenance of Records. The Authority shall maintain accounts and records, including personnel, property, financial, and programmatic records, records of the Services provided under this Agreement, and other such records deemed necessary by the Partner Cities to ensure proper accounting for all Partner City funds, to ensure and compliance with this Agreement. Such records shall be retained as required by the Preservation and Destruction of Public Records Act, chapter 40.14 RCW, for a period of at least six years from the expiration of the Term of this Agreement; provided, however, that for any records and documents that are the subject of audit findings, those records shall be maintained for either (a) six years following expiration of this Agreement or (b) until the audit findings are resolved, whichever is longer.

Section 3. Reporting. During the term of this Agreement, the Authority shall provide an annual report to each Partner City (which shall include a presentation to the Partner City's city council and, upon request, a written report from the Authority). Such report shall include information and data specific to the North King County Sub-Region from _____ ("HMIS"), north King County planning activities of the Authority and partner agencies, and progress on funding administration and outcomes. Additional reporting and city council briefings are available by request.

ARTICLE VI COMPLIANCE WITH LAW

Section 1. General Requirement. The Parties hereto shall comply with all applicable laws of the United States, the State, and the Partner Cities; and the Interlocal Agreement, when carrying out the terms of this Agreement.

Section 2. Inventory and Property. Any property, equipment and furnishings for the operations of the Authority shall be acquired by the Authority as provided by law, including any applicable federal laws. If a Partner City furnishes property, equipment or furnishings for the Authority's use, title to the same shall remain with the Partner City unless that property, equipment or furnishings is acquired by the Authority.

ARTICLE VII INDEMNIFICATION AND INSURANCE

Section 1. Indemnification. To the maximum extent permitted by law, each Party shall hold harmless, defend, and indemnify the other Parties, their elected officials, officers, employees, agents, and volunteers from and against any and all suits, actions, claims, liability, damages, judgments, costs and expenses (including reasonable attorney's fees) that result from or arise out of the negligent or intentional acts or omissions of such indemnifying Party, its elected officials, officers, employees, agents, contractors and volunteers in connection with or incidental to the performance or non-performance of such Party's services, duties, and obligations under this Agreement.

In the event that the negligent or intentional acts or omissions of the officials, officers, agents, employees, and/or volunteers of two or more Parties in connection with or incidental to the performance or non-performance of the such Party's respective services, duties, and obligations under this Agreement are the subject of any liability claims by a third party, each such Party shall be liable for its proportionate concurrent actions or omissions in any resulting suits, actions, claims, liability, damages, judgments, costs and expenses and for their own attorney's fees.

Nothing contained in this Agreement shall be construed to create a right in any third party to indemnification or defense.

Each Party waives, as to each other only, their immunity from suit under Washington's Industrial Insurance Act, Title 51 RCW, solely to the extent necessary to provide each other with a full and complete indemnity from any claims made by the other Party's employees. This waiver of immunity was mutually negotiated by the Parties hereto.

Section 2. Mandatory Disclaimer. The Authority is an independent governmental agency created pursuant to an Interlocal Agreement between King County and the City of Seattle pursuant to RCW 39.34.030. All liabilities incurred by the Authority shall be satisfied exclusively from the assets and properties of the Authority and no creditor or other person shall have any right of action against King County, the City of Seattle, or any other public or private entity or agency on account of any debts, obligations, or liabilities of the Authority unless explicitly agreed to in writing by such entity or agency.

Section 3. Insurance. The Authority and each Partner City shall provide each other with evidence of insurance coverage, in the form of a certificate or other competent evidence from an insurance provider, insurance pool, or of self-insurance. Each Party shall provide to the other Party at least 30 days advance notice of any cancellation, suspension or material change in coverage.

ARTICLE VIII WITHDRAWAL AND TERMINATION

Section 1. Withdrawal. Any Partner City may withdraw from this Agreement by giving written notice of its intention to withdraw by September 30, 2024 to the Authority and the other Parties. The effective date of any withdrawal shall be no earlier than December 31, 2024. Thereafter, any Partner City may withdraw from this Agreement by giving written notice of its intention to withdraw by September 30 in any year to the Authority and the other Parties. The effective date of any such withdrawal shall be no earlier than December 31 in the same calendar year.

Section 2. Suspension, Modification and Termination. This Agreement may be terminated in accordance with this Section.

- a. Loss of Funding. In the event any federal, State or local funds allocated to or by

a Partner City for Services contracted for under this Agreement are or become unavailable, the Partner City will suspend without recourse the Authority's obligation to render the related Services under this Agreement and the Partner City's obligation to pay for such Services, by providing 90 days prior written notice to the Authority as provided herein, specifying the effective period of such suspension, or by modifying the applicable Exhibits to this Agreement to reflect such loss of funding and corresponding modification to Services to be provided.

b. Termination of Interlocal Agreement. In the event The City of Seattle and King County elect to terminate the Interlocal Agreement, this Agreement shall terminate as of the date of termination of the Interlocal Agreement. Upon notification of intent to terminate, the Authority will notify the Parties of termination of this agreement within 10 days.

Section 2. Effect of Termination, Expiration or Withdrawal.

a. Return of Unused Funds. Upon termination or expiration of this Agreement, the Parties shall coordinate the return of any disbursed and unused funds back to each Partner City. Upon withdrawal of a Partner City to this Agreement, the Parties shall coordinate the return of any disbursed and unused funds back to such Partner City. Costs incurred by the Authority for provision of Services prior to the date of termination, expiration or withdrawal shall be considered used funds for purposes of this subsection.

b. Coordination of Contracts. Upon termination, expiration or withdrawal of this Agreement, all existing contracts funded with Partner City funds pursuant to this Agreement shall be either assigned to the Partner City or terminated, to be determined by the applicable Partner City in its sole discretion. The Authority shall include in all contracts for Homeless Services under this Agreement terms that are in accord with this section, including but not limited to the ability to assign such contracts to the Partner City. No more than 60 days after notice of termination of the Interlocal Agreement between The City of Seattle and King County, the Authority shall provide each Partner City with a current list of contracts funded by the Partner City, together with the total contract value, the contract term, the source of funding for each such contract, and any additional information requested by the Partner City. The Parties shall work together and, to the extent necessary, in consultation with King County to coordinate the assignment and termination of all such contracts on or prior to termination of this Agreement.

c. Notification to Contract Holders. Upon notice of termination, expiration or withdrawal, the Authority shall promptly notify the Contract Holders of such termination, expiration or withdrawal, and of the intended assignment of the Contract Holder's contract to the Partner City or intended contract termination date.

ARTICLE IX MISCELLANEOUS

Section 1. Notice to the Parties. Any formal notice or communication required to be given under this Agreement shall be deemed properly given if delivered either by physical or

electronic means (to email addresses designated by the Parties from time to time), or if mailed postage prepaid and addressed to:

If to [_____]:

[Notice Address]

If to [_____]:

[Notice Address]

If to the Authority:

King County Regional Homelessness Authority
Attn: Marc Dones
400 Yesler Way, Ste. 600
Seattle, Washington 98004
Email: marc@kcrha.org

Each Party may update its notice information by providing written notice to the other Party.

Section 2. Representatives. The individuals listed above are designated as representatives of the respective Parties. The representatives shall be responsible for administration of this Agreement and for coordinating and monitoring performance under this Agreement. In the event such representatives are changed, the Party making the change shall notify the other Parties.

Section 3. Amendments to Agreement. No additions to or alterations of the terms of this Agreement shall be valid unless made in writing and executed by duly authorized agents of each Party. The Parties acknowledge that amendments to this Agreement may be necessary to ensure the provision of services by the Authority aligns with the principles set forth in the Interlocal Agreement.

Section 4. Governing Law; Venue. This Agreement shall be governed by and interpreted in accordance with the laws of the State. Venue for any action brought under this Agreement shall be in the Superior Court for King County.

Section 5. Contractual Relationship. The relationship of the Authority to the Partner Cities shall be that of an independent contractor, and the Authority agrees that no employee of the Authority shall be deemed or claimed to be an employee of the Partner Cities for any purpose. This Agreement does not authorize the Authority to act as agent or legal representative of any Partner City for any purpose whatsoever. The Authority is not granted any

express or implied right or authority to assume or create any obligation or responsibility on behalf of or in the name of a Partner City or to bind a Partner City in any manner whatsoever.

This Agreement is to facilitate the provision of Services. No joint venture, separate administrative or governmental entity, or partnership is formed as a result of this Agreement.

Section 6. Integration. This Agreement, together with all Exhibits hereto, contains all of the terms and conditions agreed upon by the Parties relating to the subject matter of this Agreement. No other understandings, oral or otherwise, regarding the subject matter of this Agreement shall be deemed to exist or to bind any of the Parties.

Section 7. Severability. In the event any provision of this Agreement shall be declared by a court of competent jurisdiction to be invalid, illegal, or unenforceable, the validity, legality and enforceability of the remaining provisions shall not, in any way, be affected or impaired thereby.

Section 8. No Third-Party Beneficiary Rights. The provisions of this Agreement are for the sole benefit of the Parties, and they will not be construed as conferring any rights to any third party (including any third-party beneficiary rights).

Section 9. Waiver. No covenant, term, or condition or breach thereof shall be deemed waived, except by written consent of the Party against whom the waiver is claimed, and any waiver of the breach of any covenant, term, or condition shall not be deemed to be a waiver of any preceding or succeeding breach of the same or any other covenant, term, or condition. Neither the acceptance by a Partner City of any performance by the Authority after the time the same shall have become due nor payment to the Authority shall constitute a waiver by the Partner City of the breach or default of any covenant, term, or condition unless otherwise expressly agreed to by the Partner City in writing.

Section 10. Assignment. This Agreement may not be transferred or assigned by the Parties without the prior written consent of the other Parties, which may be withheld in such Party's sole discretion.

Section 11. Counterparts. This Agreement may be executed in any number of counterparts, each of which shall be an original, and together such counterparts will constitute one and the same instrument.

Section 12. Negotiated Agreement. The Parties acknowledge that this is a negotiated agreement, that they have had the opportunity to have this Agreement reviewed by their respective legal counsel, and that the terms and conditions of this Agreement are not to be construed against any Party on the basis of such Party's draftsmanship of this Agreement.

Section 13. Conflict with Interlocal Agreement. In the event of a conflict between this Agreement and the Interlocal Agreement, the terms of the Interlocal Agreement shall prevail.

Section 14. Additional Parties. Municipalities, local governments and public agencies within the region in which the other Parties are located may become a Party to this Agreement on execution of an addendum or amendment to this Agreement; provided, however, such new Party shall provide Resources to the Authority as consideration for the Services to be delivered hereunder.

[Signature Page Follows]

IN WITNESS WHEREOF, the Parties have executed this Agreement by having their representatives affix their signatures below.

KING COUNTY REGIONAL HOMELESSNESS AUTHORITY, a Washington governmental administrative agency

By: _____
Name: _____
Title: _____
Date: _____

[PARTNER CITY]

By: _____
Name: _____
Title: _____
Date: _____

[PARTNER CITY]

By: _____
Name: _____
Title: _____
Date: _____

[PARTNER CITY]

By: _____
Name: _____
Title: _____
Date: _____

[PARTNER CITY]

By: _____
Name: _____
Title: _____
Date: _____

[PARTNER CITY]

By: _____
Name: _____
Title: _____
Date: _____

**EXHIBIT A
SERVICES**

As the single regional entity responsible for coordinating the homelessness response within King County, the Authority shall seek to significantly decrease the incidence of homelessness throughout King County in accordance with the guiding principles established by Article IV, Section 3 of the Interlocal Agreement. To achieve this mission, the Authority shall support, create, and implement solutions to homelessness in the boundaries of the Partner Cities by providing leadership, advocacy, planning and management of program funding.

Services to be provided by the Authority to the Partner Cities shall include:

- For the 2023-24 budget cycle, the funding awards made by Partner Cities' respective city councils will be honored and maintained in amounts as described in Exhibit B; beginning January 1, 2023, the Authority shall be responsible for the administration and oversight of the applicable service contract. The Partner City shall take such steps as necessary to assign such responsibility to the Authority.
- For the following years, funding decisions will be made by the Authority in alignment with sub-regional planning activities to ensure residents in all Partner Cities have access to homelessness services if needed.
- All funding contributed by Partner Cities pursuant to this Agreement shall be distributed by the Authority for the provision of Services. The Authority shall not retain any portion of those funds as fee for administrating its responsibilities under this Agreement.
- Allowable expenditures

In furtherance of maintaining investment in the North King County Sub-Region, all dollars pooled within the North King County Sub-Region under the terms of this Agreement shall only be utilized for Services provided at a physical location within the North King County sub-region or have been determined to be a program acceptable to the Partner Cities that is serving North King County Sub-region residents.

EXHIBIT B**FUNDING AND PAYMENT/RESOURCES**

The Partner Cities agree to provide Resources to the Authority in exchange for Homeless Services under the terms of this Agreement. Throughout this Agreement, the contribution amount will be determined as described below. Each Partner City shall include its respective contribution in its budget for consideration by its city council for approval.

For the 2023 - 2024 budget cycle:

- Partner Cities that have historically funded homelessness response organizations and have issued requests for proposals for this budget cycle will maintain their investment amount.
- Partner Cities that have historically not funded homelessness response organizations shall allocate funding based on the average per-capita investment (calculated as a rate of \$1.20 per capita based on the April 1, 2024 Washington State Office of Financial Management's Population of Cities, Towns, and Counties Used for Allocation of Selected State Revenue) from the Partner Cities that have funded homelessness response.

For 2025 - 2026 budget cycle:

- Each Partner City shall provide a funding allocation reserved for the Authority at a rate of \$1.20 per capita based on the April 1, 2024 Washington State Office of Financial Management's Population of Cities, Towns, and Counties Used for Allocation of Selected State Revenue with opportunity for its city council to allocate additional funding to the Authority.
- The Authority will provide a funding contribution recommendation informed by HMIS data and sub-regional planning efforts to make informed recommendations based on needs of north King County residents.

This Agreement does not preclude any Partner City from allocating funding for homeless services separate and apart from this Agreement. If a Partner City decides to allocate such funding, the Partner City shall first consult with the Authority so as to align the provision of these services with the Authority's North King County Sub-Region planning. Provided, that the allocation of funding is at the sole discretion of the Partner City and the Authority's consent or agreement is not required before an allocation may be made.

EXHIBIT C
INTERLOCAL AGREEMENT

**INTERLOCAL AGREEMENT FOR THE ESTABLISHMENT OF THE
KING COUNTY REGIONAL HOMELESSNESS AUTHORITY
BETWEEN KING COUNTY AND THE CITY OF SEATTLE
PURSUANT TO RCW 39.34.030**

Dated December 11, 2019

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**INTERLOCAL AGREEMENT FOR THE ESTABLISHMENT
OF THE KING COUNTY REGIONAL HOMELESSNESS AUTHORITY**

RECITALS:

WHEREAS, the federal and state government, King County (the “County”) and jurisdictions across the County, including the City of Seattle (“Seattle”), currently fund programs to provide services to individuals and families experiencing homelessness, but homelessness and housing insecurity remain a chronic and serious problem; and

WHEREAS, the County and Seattle have entered into a Memorandum of Understanding dated May 3, 2018, proposing a partnership to more effectively and consistently coordinate their provision of such services; and

WHEREAS, cities and counties are authorized to enter into interlocal cooperation agreements in accordance with chapter 39.34 RCW (the “Interlocal Cooperation Act”) to jointly provide services; and

WHEREAS, Seattle and the County have determined that a joint and cooperative undertaking to coordinate services within an equitable operational framework centering on people with lived experience of homelessness will enable and facilitate joint planning, program funding and establishing standards for and accountability of programs, and thereby improving the delivery of services and enhancing outcomes for those receiving such services; and

WHEREAS, Seattle and the County have committed to assessing the needs and specific recommendations for homelessness solutions through a Regional Action Plan; and

WHEREAS, people of color have been, and continue to be, overrepresented among those who struggle with homelessness and housing instability and, in order to successfully address homelessness, Seattle and the County seek to address the racial disparities among those experiencing it; and

WHEREAS, the Parties desire to enter into this Interlocal Agreement for the purpose of facilitating the formation, administration, and operation of an independent governmental agency (as further defined herein as the “Authority”);

NOW THEREFORE, it is hereby agreed and covenanted among the undersigned as follows:

ARTICLE I

DEFINITIONS

As used herein the following capitalized terms shall have the following meanings. Terms not otherwise defined herein shall have their dictionary meaning.

“Advisory Committee” means the committee recognized by the Implementation Board serving as the Continuum of Care Board created by the Continuum of Care pursuant to 24 CFR Part 578 or its successor regulation to serve in an advisory capacity to the Implementation Board as set forth herein.

“Agreement” means this Interlocal Agreement for the Establishment of the King County Regional Homelessness Authority, as it may be amended from time to time.

“Authority” means the King County Regional Homelessness Authority formed by the Parties as a separate governmental administrative agency pursuant to RCW 39.34.030(3).

“Bylaws” mean the Bylaws of the Governing Committee and the Implementation Board, respectively, and as they may be amended from time to time.

“Chief Executive Officer” means the Chief Executive Officer or similar office recommended by the Implementation Board and confirmed by the Governing Committee as provided herein.

“Contract Holder” means an entity with which the Authority contracts to perform a Homeless Service or other work.

“County” means King County, a municipal corporation and a home rule charter county organized under the laws of the State of Washington.

“County Council” means the legislative authority of the County.

“County Executive” means the King County Executive.

“Customers” means individuals and families experiencing homelessness or who are at imminent risk of experiencing homelessness.

“Effective Date” means the date that this Agreement becomes effective between the County and Seattle, which shall be the date of the last signature of a Party.

“Five-Year Plan” means the five-year implementation plan developed by the Authority, endorsed by the Implementation Board and approved by the Governing Committee. The Five-Year Plan shall incorporate requirements of the Master Agreements from Parties, and requirements of the Funders, and may be informed by the Regional Action Plan, if any, to guide the Authority’s operations. The Five-Year Plan shall incorporate principles of equity and social justice and shall identify strategies to reduce homelessness in at least the following populations: youth and young adults, families, veterans, single adults, seniors, and those experiencing acute behavioral health challenges.

“Funder” means a person or entity that provides Resources to the Authority to be used in the furtherance of the Authority’s purposes and mission.

"Goals, Policies, and Plans" means major strategic planning documents that guide the Authority's operations, including but not limited to the Five-Year Plan.

"Governing Committee" means the oversight committee established pursuant to this Agreement and that shall serve as the administrator for the Authority.

"Governing Committee Members" or "Members of the Governing Committee" shall mean members of the Governing Committee.

"Homeless Services" means shelter, day centers, hygiene facilities, housing, and related services to assist Customers.

"Homelessness Services Provider" means an entity that provides Homeless Services to Customers but not pursuant to a contract with the Authority.

"Implementation Board" means the body responsible for advising the Governing Committee, pursuant to this Interlocal Agreement.

"Implementation Board Members" or "Members of the Implementation Board" shall mean members of the Implementation Board.

"Interlocal Cooperation Act" means chapter 39.34 RCW as the same now exists or may hereafter be amended, or any successor act or acts.

"Lived Experience" means current or past experience of housing instability or homelessness, including individuals who have accessed or sought homeless services while fleeing domestic violence and other unsafe situations.

"Marginalized Demographic Populations" means groups or communities affected by structural racism, ableism, homophobia, transphobia, misogyny or other sources of inequities and disproportionately experiencing or at imminent risk of experiencing homelessness.

"Master Agreement" means the contract between the Authority and a Party that memorializes the services the Authority will provide in exchange for the Party's funding of the Authority or other consideration.

"Party" or "Party to this Agreement" means the County and Seattle. "Parties" means more than one Party.

"RCW" means the Revised Code of Washington.

"Resources" means those monies, employee time and facility space provided by an entity, either through contract or donation to support the operation of the Authority or the operation of Homeless Services.

“Regional Action Plan” or “RAP” means the plan created by the community to identify regional resource needs and guide decision-making goals to end homelessness. The initial RAP was prepared in 2020 through community discussions led by the Corporation for Supportive Housing. The RAP is intended to guide decision-making for the region, and not just be a plan that may inform the work of the Authority, and is necessarily much broader in scope than the Authority’s Five-Year Plan.

“SCA” means the Sound Cities Association or successor interest.

“Seattle” means the City of Seattle, a municipal corporation and first-class home rule city organized under the laws of the State of Washington.

“Seattle City Council” means the legislative authority of the Seattle.

“Seattle Mayor” means the Mayor of Seattle.

“State” means the State of Washington.

“Sub-Regional Planning Activity” means efforts to analyze and articulate local needs, priorities and solutions to address homelessness across the different areas of the County, inclusive of Seattle and north, east, south, and rural King County.

"Subscribing Agencies" means governmental entities, including but not limited to the State, counties other than King County, cities other than Seattle and housing authorities that contract, pursuant to the terms of this Agreement, with the Authority for the Authority’s services.

ARTICLE II

AUTHORITY FOR KING COUNTY REGIONAL HOMELESSNESS AUTHORITY

Section 1. King County Regional Homelessness Authority.

In accordance with RCW 39.34.030, this Agreement is entered into by and between Seattle and the County to establish a separate governmental administrative agency to accomplish the purpose and mission set forth herein and as this Agreement may be amended from time to time. The name of such separate governmental administrative agency shall be the "King County Regional Homelessness Authority" (the "Authority").

ARTICLE III

DURATION OF AUTHORITY

Section 1. Duration. Except as provided in Section 3 of this Article III, the initial duration of this Agreement shall be five (5) years from its Effective Date, with an automatic renewal starting in the sixth year for an indefinite period or until terminated by the Parties.

Section 2. Withdrawal. No Party is permitted to unilaterally withdraw until this Agreement has been in force at least five (5) years from the Effective Date; provided however, the Parties may agree to terminate this Agreement within the initial five (5) year period.

Section 3. Termination. This Agreement may be terminated by written, mutual agreement of the Parties and only after the legislative authorities of the Parties have authorized the termination by motion or resolution; provided however, the effective date of the termination shall be not less than one (1) year from the later date that the County's motion and Seattle's resolution has been delivered to the Authority. The Parties shall jointly undertake with the dissolution of the Authority to protect the public interest and prevent impairment of obligation, or if authorized by law, authorize or initiate proceedings in the Superior Court for the appointment and supervision of a receiver for such purposes.

ARTICLE IV

PURPOSE, MISSION AND GUIDING PRINCIPLES OF THE AUTHORITY

Section 1. Purpose. The Authority is a regional, independent governmental agency under RCW 39.34.030, the purposes of which are:

a. Providing consolidated, aligned services for individuals and families who are experiencing homelessness or who are at imminent risk of experiencing homelessness in the jurisdictional boundaries of King County, as such services may be revised or expanded from time to time consistent with the Five-Year Plan or successor planning document and principles set forth in this Agreement;

b. Receiving revenues from the County, Seattle, Funders and other public and private sources for the purposes of the Authority, and applying such revenues as permitted by this Agreement; and

c. Providing such other services as determined to be necessary to implement this Agreement.

Section 2. Mission. The mission of the Authority is to significantly decrease the incidence of homelessness throughout King County, using equity and social justice principles.

Section 3. Guiding Principles. The parties hereto agree that the establishment of the Authority is necessary to consolidate homelessness response systems under one regional entity which acts according to the following principles as may be amended by the Governing Committee from time to time:

(i) The Authority shall establish ongoing procedures, policies and mechanisms to ensure accountability to its Customers, its contract agencies, its funders, and the public.

(ii) The Authority shall be accountable in its decision-making processes and strategic planning to its Customers' experiences and to persons with Lived Experience.

(iii) The Authority shall address racial-ethnic and other statistical disproportionalities amongst the population of people experiencing homelessness, including addressing racial-ethnic inequities in the development, delivery, and evaluation of services in the homeless service system. The Authority shall proactively seek to eliminate disproportionalities in the population experiencing homelessness and outcomes for people experiencing homelessness by directly addressing structural racism, ableism, homophobia, transphobia, misogyny and other sources of inequities.

(iv) The Authority shall establish clear protocols for decision making that are easily understood by community members, Customers, and other stakeholders. These protocols shall have a clear process for Customer and provider input.

(v) The Authority shall make data-driven decisions and develop policies and practices to incorporate best practices and quantitative and qualitative data in the development of policies, programs, and funding decisions. It shall collect and analyze a broad array of data reflecting the performance and impact of its funded programs. The Authority shall collect and analyze data that enables tailored approaches for communities disproportionately impacted by the experience of homelessness and different sub-regions within King County. The Authority shall establish community-informed indicators, performance measures, and outcomes that draw on both quantitative and qualitative data.

(vi) The Authority shall, where possible and as revenue and budgeting allows, implement and support contracting processes and provider staff pay structures that promote high quality services, service system professionalization, and reduction of undue provider staff turnover.

(vii) The Authority shall create long-term institutional alignment across systems to meet the needs of people at imminent risk of becoming homeless and those experiencing homelessness. The Authority shall adopt an evidence-based, housing first orientation and shall inform and support regional efforts to increase development of new 0 – 30% AMI housing and preserve existing affordable housing, with a priority for permanent supportive housing.

(viii) The Authority shall value distinctions in local context, needs and priorities through effective Sub-Regional Planning Activity. The Authority shall provide capacity to work with stakeholders from geographically diverse parts of the region to analyze, identify, and

implement priority services distinct to those sub-regions. Sub-regions shall be defined by the Authority, taking into consideration established sub-regional definitions including the spheres of influence for A Regional Coalition for Housing (ARCH) and the South King Housing and Homeless Partners (SKHHP) as well as any established County guidance.

Section 4. Initial Start-Up; Scope of Work

In addition to carrying out the terms of this Agreement and complying with the terms of Master Agreements that provide funding to the Authority, the Authority will, among other things:

a. Develop, within six months of the first Implementation Board meeting, an initial work plan that describes an organizational structure, a plan for initial implementation of contracted Homeless Services on behalf of the County and Seattle under the terms of their respective Master Agreements, and a description of goals and activities that the Authority will undertake until approval of its first Five-Year Plan. Such work plan will be recommended by the Implementation Board and approved by the Governing Committee.

b. Within the first 18 months of operations, the Authority shall work with current and former Customers and other stakeholders to develop a Five-Year Plan. The Authority's Five-Year Plan may be informed by the Regional Action Plan. The Five-Year Plan shall be recommended by the Implementation Board, approved by the Governing Committee and periodically updated as provided herein. The Five-Year Plan shall:

(i) include a theory of change;

(ii) include specific, measurable actions, outcomes and goals, informed by the Regional Action Plan, that the Authority will take and track progress toward; and

(iii) provide for Sub-Regional Planning Activities to be developed with input from the Governing Committee, Advisory Committee and the Sound Cities Association.

c. Develop processes for procurement of services addressing homelessness.

d. Develop form contracts with Homelessness Service Providers with consistent terms, conditions and performance evaluation criteria.

e. Develop consistent standards for the comprehensive data collection, monitoring, and evaluation of systems and program performance.

f. Support continuous improvement of key system interventions (such as emergency services and homeless housing) and evaluate community impact, including community engagement, Customer engagement, and continuum of care compliance, and support an Office of the Ombuds.

ARTICLE V**POWERS OF AUTHORITY**

Section 1. Powers. Except as otherwise limited by Washington State law, the Authority shall have all powers, privileges or authority that may be exercised or capable of exercise by both the County and Seattle necessary or convenient to effect the purposes for which the Authority is established and to perform authorized Authority functions, including without limitation the power to:

- a.** Own, lease, acquire, dispose of, exchange and sell real and personal property;
- b.** Contract for any Authority purpose with individuals, associations and corporations, municipal corporations, the County, Seattle, any city other than Seattle, any Additional Party, any agency of the State or its political subdivisions, and the State, any Indian Tribe, and the United States or any agency or department thereof;
- c.** Provide for, carry out, and implement the provisions of this Agreement;
- d.** Sue and be sued in its name;
- e.** Lend its monies, property, credit or services, or borrow money;
- f.** Do anything a natural person may do;
- g.** Perform and undertake all manner and type of community services and activities in furtherance of the carrying out of the purposes or objectives of any program or project heretofore or hereafter funded in whole or in part with funds received from the United States, state, county, or other political entity, or any agency or department thereof, or any other program or project, whether or not funded with such funds, which the Authority is authorized to undertake by Federal or Washington State law, County or Seattle ordinance, County motion or Seattle resolution, by agreement with the County, Seattle, or as may otherwise be authorized by the County or Seattle;
- h.** Transfer any funds, real or personal property, property interests, or services, with or without consideration;
- i.** Receive and administer governmental or private property, funds, goods, or services for any lawful public purpose;
- j.** Purchase, acquire, lease, exchange, mortgage, encumber, improve, use, manage, or otherwise transfer or grant security interests in real or personal property or any interests therein; grant or acquire options on real and personal property; and contract regarding the income or receipts from real property;

- k.** Secure financial assistance, including funds from the United States, a state, or any political subdivision or agency of either for corporate projects and activities;
- l.** Contract for, lease, and accept transfers, gifts or loans of funds or property from the United States, a state, and any political subdivision or agency of either, including property acquired by any such governmental unit through the exercise of its power of eminent domain, and from corporations, associations, individuals or any other source, and to comply with the terms and conditions therefor;
- m.** Manage, on behalf of the United States, a state, and any political subdivision or agency of either, any property acquired by such entity through gift, purchase, construction, lease, assignment, default, or exercise of the power of eminent domain;
- n.** Initiate, carry out, and complete such capital improvements of benefit to the public consistent with this Agreement;
- o.** Recommend to the United States, a state, and any political subdivision or agency of any of them, such security measures as the Authority may deem appropriate to maximize the public interest in the County;
- p.** Provide advisory, consultative, training, educational, and community services or advice to individuals, associations, corporations, or governmental agencies, with or without charge;
- q.** Control the use and disposition of corporate property, assets, and credit;
- r.** Invest and reinvest its monies;
- s.** Fix and collect charges for services rendered or to be rendered, and establish the consideration for property transferred;
- t.** Maintain books and records as appropriate for the conduct of its affairs and make such books and records available as required by law and this Agreement;
- u.** Carry on its operations, and use its property as allowed by law and consistent with this Agreement; designate agents, and hire employees, prescribing their duties, qualifications, and compensation; and secure the services of consultants for professional services, technical assistance, or advice; and
- v.** Exercise and enjoy such additional powers as may be authorized by law, except as may be expressly limited by the terms of this Agreement.

ARTICLE VI**LIMITS ON AUTHORITY POWERS**

Section 1. Limits on Authority Powers. The Authority in all activities and transactions shall be limited in the following respects:

- a.** The Authority shall have no power to issue debt or to levy taxes.
- b.** The Authority may not incur or create any liability that permits recourse by any contracting party or member of the public against any assets, services, Resources, or credit of the County or Seattle, unless otherwise explicitly agreed to in writing by such entity.
- c.** No funds, assets, or property of the Authority shall be used for any partisan political activity or to further the election or defeat of any candidate for public office; nor shall any funds or a substantial part of the activities of the Authority be used for publicity or educational purposes designed to support or defeat legislation pending before the Congress of the United States, or any state legislature or any governing body of any political entity; provided, however, that funds may be used for representatives and staff of the Authority to communicate with governmental entities and members of Congress of the United States or any state legislature or any governing body of any political entity concerning funding and other matters directly affecting the Authority, so long as such activities do not constitute a substantial part of the Authority's activities and unless such activities are specifically limited in this Agreement.
- d.** All revenues, assets, or credit of the Authority shall be applied toward or expended upon services, projects, and activities authorized by this Agreement. No part of the revenues, assets or credit of the Authority shall inure to the benefit of, or be distributable as such to, Implementation Board Members, Governing Committee Members, members of the Advisory Committee or other committees, officers or other private persons, except that the Authority is authorized and empowered to:
 - (i)** Provide a per diem to Implementation Board Members and Governing Committee Members who have experienced homelessness. Reimburse Governing Committee Members, Implementation Board Members, members of the Advisory Committee or other committee, and employees and others performing services for the Authority for reasonable expenses actually incurred in performing their duties, and compensate employees and others performing services for the Authority a reasonable amount for services rendered;
 - (ii)** Assist Implementation Board Members, Governing Committee Members, members of the Advisory Committee or other committee, or employees as members of a general class of persons who receive services provided by or through the Authority as long as no special privileges or treatment accrues to such Implementation Board Members, Governing Committee Members, members of the

Advisory Committee or other committee or employees by reason of their status or position in the Authority;

(iii). To the extent permitted by law, defend and indemnify any current or former Implementation Board Members, Governing Committee Members or employees as provided herein;

(iv) Purchase insurance to protect and hold personally harmless any current or former Implementation Board Members, Governing Committee Members or employee and their successors from any action, claim, or proceeding instituted against the foregoing individuals arising out of the performance, in good faith, of duties for, or employment with, the Authority and to hold these individuals harmless from any expenses connected with the defense, settlement, or monetary judgments from such actions, claims, or proceedings. The purchase of such insurance and its policy limits shall be discretionary with the Implementation Board Members, and such insurance shall not be considered to be compensation to the insured individuals. The powers conferred by this Section 1.d. of Article VI shall not be exclusive of any other powers conferred by law to purchase liability insurance; and

(v) Sell assets for a consideration greater than their reasonable market value or acquisition costs, charge more for services than the expense of providing them, or otherwise secure an increment in a transaction, or carry out any other transaction or activity, as long as such gain is not the object or purpose of the Authority's transactions or activities, and such gain shall be applied to providing Homeless Services, and as long as no Party is charged more than its total annual or biennial allocation as provided in this Agreement.

e. The Authority shall not issue shares of stock, pay dividends, make private distribution of assets, make loans to its Implementation Board Members, Governing Committee Members or employees or otherwise engage in business for private gain.

Section 2. Limitation on Liability.

All debts, obligations and liabilities incurred by the Authority shall be satisfied exclusively from the assets and properties of the Authority and no creditor or other person shall have any right of action against the County, Seattle, Funders or any other public or private entity or agency on account of any debts, obligations, or liabilities of the Authority unless explicitly agreed to in writing by the County, Seattle, Funders or such entity or agency.

Section 3. Mandatory Disclaimer.

The following disclaimer shall be posted in a prominent place where the public may readily see it in the Authority's principal and other offices. It shall also be printed or stamped on all contracts and other documents that may entail any debt or liability by the Authority. Failure to display, print or stamp the statement required by this Section 3 of Article VI shall not be taken as creating any liability for any entity other than the Authority.

The King County Regional Homelessness Authority (the “Authority”) is an independent governmental agency created pursuant to an Interlocal Agreement between King County and the City of Seattle pursuant to RCW 39.34.030. All liabilities incurred by the Authority shall be satisfied exclusively from the assets and properties of the Authority and no creditor or other person shall have any right of action against King County, the City of Seattle, or any other public or private entity or agency on account of any debts, obligations, or liabilities of the Authority unless explicitly agreed to in writing by such entity or agency.

ARTICLE VII BUDGETING AND CONTRACTING

Section 1. Provision of Funds.

(a) The Authority shall annually submit a proposed budget request to each of the Parties, consistent with the budget approved by the Governing Committee. Requests shall be made by the Authority to the Parties at the time and in the form as determined to be necessary to comply with the fiscal and budget cycles of the individual Party and that is consistent with the Resources provided by the Parties. Each Party shall review the proposed budget request and strive to allocate monies to the Authority consistent with the budget request and overall Five-Year Plan or successor planning documents; provided, that the County’s allocation shall be made biennially. The Authority’s proposed budget request for the County for the second year of the biennium shall describe the reason for any requested adjustments to the County’s budget appropriation for the biennium. Parties shall provide monies to the Authority subject to the terms of each Party’s Master Agreement.

(b) It is Seattle’s intent to provide the same funding to the Authority that it budgeted in 2019 for the Homeless Services contracts anticipated to be transferred to the Authority and related administrative expenses. In 2019 that amount is approximately \$73,000,000. In accordance with the foregoing, Seattle anticipates providing the following to the Authority, in all cases subject to annual budget appropriations:

1. Initial, start-up funding of no more than \$2,000,000 for calendar year 2020 (or a pro rata portion if the Authority commences operations later than January 1, 2020), the Authority’s expected first year of operation. In the event that the Authority determines that a portion of the initial, start-up funding is necessary on an ongoing basis to fully fund the administrative costs of the Authority so as not to reduce the level of Homeless Services provided in 2020 and subsequent years, the Authority may request additional funding from Seattle in an amount that demonstrates a shared investment in ongoing administrative costs between King County and Seattle; and

2. Except as otherwise provided in Section 1(h) of this Article VII, program and administrative funding of no less than \$73,000,000 for 2020 (or a pro rata portion commensurate with the needs of the Authority if the Authority commences administration of Homeless Services contracts later than January 1, 2020) and for each of the following three years,

and thereafter, funding as necessary for the Authority to acquire through contract Homeless Services and to fund the administrative costs of the Authority.

(c) It is the County's intent to provide the same funding to the Authority that it budgeted in 2019 for the Homeless Services contracts anticipated to be transferred to the Authority and related administrative expenses. In 2019 that amount is approximately \$55,000,000. In accordance with the foregoing, the County anticipates providing the following to the Authority, in all cases subject to budget appropriations:

1. Initial, start-up funding of no more than \$1,755,000 for calendar year 2020 (or a pro rata portion if the Authority commences operations later than January 1, 2020), the Authority's expected first year of operation. In the event that the Authority determines that a portion of the initial, start-up funding is necessary on an ongoing basis to fully fund the administrative costs of the Authority so as not to reduce the level of Homeless Services provided in 2020 and subsequent years, the Authority may request additional funding from King County in an amount that demonstrates a shared investment in ongoing administrative costs between King County and Seattle; and

2. Except as otherwise provided in Section 1(h) of this Article VII, program and administrative funding of no less than \$55,000,000 for 2020 (or a pro rata portion commensurate with the needs of the Authority if the Authority commences administration of Homeless Services contracts later than January 1, 2020) and for each of the following three years, and thereafter, funding as necessary for the Authority to acquire through contract Homeless Services and to fund the administrative costs of the Authority; provided, that such administrative funding shall include the cost of the space contributed by the County described in Section 1(d) of this Article VII.

(d) The County agrees to make facilities available to the Authority for Authority operations. The County's funding to the Authority in Section 1(c) of this Article VII shall include the value of County space contributed by the County to the Authority. The County's funding in Section 1(c) of this Article VII shall be reduced to the extent the County directly pays for programs and administration during a transition period. Seattle's funding in Section 1(b) of this Article VII shall be reduced to the extent Seattle directly pays for programs and administration during a transition period.

(e) The Parties will enter into separate Master Agreements with the Authority setting forth each Party's respective processes to provide Resources or other consideration to the Authority pursuant to the terms and conditions set forth herein and in the Party's Master Agreement with the Authority. The Parties will collaborate so that, to the extent possible, their Master Agreements have similar and consistent terms, conditions and requirements so as to reduce inefficiencies and avoid any conflicting requirements for the Authority. The terms of the Master Agreements shall be consistent with this Agreement; in the event of a conflict between a Master Agreement and this Agreement, the terms of this Agreement shall prevail.

(f) The Parties will use best efforts to coordinate the development of their respective Master Agreements to ensure consistency and that the Authority will be provided adequate Resources to optimize the provision of services with appropriate accountability.

(g) If the Authority applies for and receives monies which had, in prior years, been accredited to either Seattle or King County, then: (1) in future years, the amount of such monies shall be credited towards the allocations as defined in Section 1.b.2 and Section 1.c.2 of this Article VII, respectively, and (2) the Authority shall give first priority to providing services to those persons who were previously served by such monies.

(h) Seattle or the County may reduce their expected funding, set forth in Sections 1.b.2 and 1.c.2 of this Article VII respectively, commensurate with reductions or eliminations of funding available for homelessness programs or services, by providing written notice to the Authority and executing a unilateral amendment to the affected Party's Master Agreement.

(i) The Authority shall comply with all federal, State, Seattle and County statutory and legal requirements, as applicable, in respect to all grant funds contributed by each Party.

(j) The Authority shall be subject to annual audit by the State Auditor, and by Seattle and County at the option of each.

Section 2. Information Required for Oversight of the Authority. Each of the Master Agreements shall include provisions obligating the Authority to provide the following minimum information to each Party:

(a) An annual operating budget displaying the various sources and uses of Authority revenues, with expenditures aggregated and disaggregated based on source;

(b) Quarterly reporting on expenditures against budget, as well as full transparency into on-going spending provided by access to the Authority's financial systems;

(c) Standards and procedures for the awarding of contracts to service providers, including means to measure outcomes;

(d) Annual reports showing comparative outcomes by service providers and evaluations of contract performance;

(e) A Five-Year Plan for the funding of Homeless Services; and

(f) An annual performance update on the Five-Year Plan or successor planning document.

Section 3. Subscribing Agency Service Contracts for the Provision of Homeless Services. Nothing herein shall prohibit the Authority from entering into contracts with Subscribing Agencies ("Subscribing Agency Contracts") so long as (i) such contracts are subject to the availability of grant or other funding, (ii) upon request, copies of such contracts be provided to a Party, and (iii)

such Subscribing Agency Contracts do not impair the obligations of the Authority to any Party or any other contractors. In consideration for the Authority providing such Homeless Services to a Subscribing Agency, that Subscribing Agency shall either provide Resources to the Authority or align the Subscribing Agency's provision of related services consistent with the Authority's budget, the Five-Year Plan or successor planning document, and the Authority's Goals, Policies, and Plans as approved by the Governing Committee. The Authority shall fund and provide services across the County regardless of whether a local jurisdiction is a Subscribing Agency to this Agreement.

ARTICLE VIII

ORGANIZATION OF AUTHORITY

Section 1. Governing Committee. A Governing Committee, comprised of elected officials serving ex officio and individuals representing those with Lived Experience, shall be formed to act as the administrator for the Authority and for the purposes of performing the duties set out in this Agreement. In selecting Members to serve on the Governing Committee, the blocs referenced in Section 1.a. of this Article VIII shall strive to reflect the racial and ethnic makeup of King County residents overall to ensure the inclusion of members of racial and ethnic groups disproportionately experiencing homelessness.

a. Governing Committee Composition. The Governing Committee shall be composed of the following members:

(i) the County Executive and two (2) members of the King County Council. One (1) of the two (2) Councilmembers shall represent a district that is in whole or in part located in Seattle and one (1) shall represent a district outside of Seattle;

(ii) the Seattle Mayor and two (2) members of the Seattle City Council;

(iii) three (3) members shall be elected officials from cities or towns other than Seattle; and

(iv) three (3) members representing individuals with Lived Experience, which members shall be selected by the Advisory Committee, or, if the Advisory Committee has not yet been established, the Continuum of Care Board created pursuant to 24 CFR Part 578 or successor regulation, which shall consider recommendations from the Coalition of Lived Experience or other groups representing individuals with Lived Experience. The Advisory Committee shall prioritize appointing individuals with personal Lived Experience. At least one of the three (3) Members shall represent individuals with Lived Experience in areas outside Seattle.

After selecting its three Governing Committee Members, a bloc referenced above in this Section 1.a. of Article VIII shall notify the other blocs of the names and contact information for that bloc's

selected Members. Notice to the County shall be sent to both the County Executive and the Chair of the County Council. Notice to Seattle shall be sent to both the Seattle Mayor and the president of the Seattle City Council. Notice to SCA shall be sent to the SCA Executive Director. Notice to the members representing individuals with Lived Experience shall be sent to the Advisory Committee or, if the Advisory Committee has not yet been established, the Continuum of Care Board created pursuant to 24 CFR Part 578 or successor regulation. It is the intent of the Parties that selection of members for each bloc referenced above in this Section 1.a. of Article VIII shall occur expeditiously so that the first meeting of the Governing Committee may occur within ninety (90) days of the Effective Date.

b. Actions Requiring Approval by Resolution and Voting. A general or particular authorization and concurrence of the Governing Committee by resolution shall be necessary for any of the following transactions and as provided in Section 1.b.(i) and Section 1.b.(iii) of this Article VIII.

Each individual Governing Committee Member shall be a voting member and shall have one vote. A Governing Committee Member may not split his or her vote on an issue. No voting by proxies or mail-in ballot is allowed. Voting by a designated alternate pursuant to the terms of the Bylaws or policies of the Authority is not considered a vote by proxy.

(i) The following actions of the Governing Committee shall require an affirmative vote of a majority of Governing Committee Members present, provided quorum requirements in Section 1.d. of this Article VIII are met:

(1) Remove Implementation Board Members for cause as provided in this Agreement;

(2) Recommend to the County Council and Seattle City Council amendments to this Agreement;

(3) Adopt and amend Bylaws of the Governing Committee;

(4) Confirm Implementation Board Members in accordance with Section 2 of this Article VIII;

(5) Approve for implementation the recommendations of the staffing plan and organization structure described at Section 5.a of Article IX;

(6) Approve performance metrics; and

(7) Change the name of the Authority.

(ii) The following actions shall require an affirmative vote of a two-thirds majority of Governing Committee Members present, provided quorum requirements in Section 1.d. of this Article VIII are met:

- (1) Approve or amend Goals, Policies, and Plans;
- (2) Approve or amend the annual budget recommended by the Implementation Board; and
- (3) Confirm the Chief Executive Officer.

(iii) Removal of the Chief Executive Officer shall require an affirmative vote of nine (9) Members of the Governing Committee.

c. Organization. Members of the Governing Committee shall elect a chair from among its Members, who shall serve a two-year term; provided however, that nothing prevents the Governing Committee from appointing co-chairs.

d. Quorum. At all meetings of the Governing Committee, a quorum of the Governing Committee must be present in order to do business on any issue. A quorum shall be defined as nine (9) Governing Committee Members selected pursuant to Section 1.f of this Article VIII.

e. Annual Performance Report. The Governing Committee shall annually receive an annual performance report prepared by the Authority with input from the Implementation Board.

f. Term. The terms of the Seattle Mayor and the County Executive shall be co-terminus with their respective offices. The County Council and Seattle City Council shall determine which of its respective members shall serve on the Governing Committee and such Members shall serve until replaced or until no longer a member of their respective Council. The Governing Committee Members that are city elected officials from outside Seattle are appointed by the SCA and shall serve until replaced or until no longer eligible for appointment. The Governing Committee Members representing individuals with Lived Experience shall serve until replaced by the Advisory Committee.

g. Consecutive Absences. Any Governing Committee Member who is absent for three consecutive regular meetings without excuse may, by resolution duly adopted by a majority vote of the remaining Governing Committee Members, be deemed to have forfeited his or her position as Governing Committee Member and that Member's position shall be vacant.

Forfeiting a Governing Committee Member position pursuant to this Section 1.g. of Article VIII shall be effective immediately unless otherwise provided in the resolution. Any successor shall be selected in the same manner as the appointment for the forfeited Governing Committee Member position.

Section 2. Implementation Board. The operations and management of all Authority affairs shall reside in an Implementation Board. The Implementation Board of the Authority shall be composed of thirteen members. The composition of the Implementation Board shall reflect the racial and ethnic makeup of King County residents overall to ensure the inclusion of members of racial and ethnic groups disproportionately experiencing homelessness.

a. Board Member Characteristics. Implementation Board Members shall be appointed so that the Implementation Board as a whole satisfies the representational standards set forth in this Section 2.a of Article VIII.

The Implementation Board shall be comprised of individuals who have connections to or experience with a broad range of stakeholders and communities, including but not limited to: the local business community; neighborhood and community associations; faith/religious groups; and the philanthropic community. A majority of the members of the Implementation Board shall be persons whose combination of identity, personal experience, or professional expertise enables them to credibly represent the perspectives of, and be accountable to, Marginalized Demographic Populations that are statistically disproportionately represented among people experiencing homelessness in King County. The Implementation Board members shall strive to reflect a diversity of geographies in King County.

The Implementation Board shall neither include elected officials nor employees of Seattle, the County or the Authority, nor employees, officials, agents or representatives of current Contract Holders or any entity that is likely to directly benefit from the actions of the Authority (except as set forth in Section 4 of this Article VIII).

b. Board Member Expertise and Skills. All Implementation Board Members shall possess substantial and demonstrable expertise, experience and/or skill in one or more of the areas specified in this Section 2.b of Article VIII. Individual members shall be appointed so that each skill and expertise specified in this Section 2.b of Article VIII is represented on the fully seated Implementation Board.

- (i) implementation of policies and practices that promote racial-ethnic equity within an organization of similar size or responsibility to the Authority;
- (ii) fiscal oversight of entities with budgets of similar size to the Authority;
- (iii) direction or oversight of business operations and/or strategy of a large public or private entity or organization;
- (iv) affordable housing finance and/or development;
- (v) physical and/or behavioral health care;
- (vi) labor unions and workforce;

(vii) Federal continuum of care program governance and operations and the ability to represent the perspectives of continuum of care membership;

(viii) provision of services for persons experiencing homelessness or related social services with an emphasis on serving populations that are disproportionately represented amongst those experiencing homelessness;

(ix) academic research on topics related to homelessness and/or data-based performance evaluation;

(x) criminal justice;

(xi) provision of child welfare services;

(xii) provision of youth services; and

(xiii) other characteristics determined to be necessary by the Implementation Board to carry out the purposes of the Authority.

c. Initial Appointments. The appointing entities described in Section 2.c.(i) through Section 2.c.(v) of this Article VIII shall convene a nominating committee to coordinate and confer on appointments of Implementation Board Members, in order to ensure that each skill and expertise specified in Section 2.b. of this Article VIII is represented on the fully seated Implementation Board. The Implementation Board shall be comprised of thirteen (13) Members appointed, subject to confirmation by the Governing Committee, as follows:

(i) two (2) Members of the Implementation Board shall be appointed by the Seattle Mayor, one to serve a four-year term and one to serve a five-year term;

(ii) two (2) Members of the Implementation Board shall be appointed by the Seattle City Council, one to serve a three-year term and one to serve a four-year term;

(iii) two (2) Members of the Implementation Board shall be appointed by the County Executive, one to serve a three-year term and one to serve a four-year term;

(iv) two (2) Members of the Implementation Board shall be appointed by the County Council, one to serve a three-year term and one to serve a five-year term;

(v) two (2) Members of the Implementation Board shall be appointed by the Sound Cities Association, one to serve a four-year term and one to serve a five-year term; and

(vi) three (3) Members representing individuals who have Lived Experience shall be appointed by the Advisory Committee, or, if the Advisory Committee has not yet been established, the Continuum of Care Board created pursuant to 24 CFR Part 578 or successor regulation, which shall consider recommendations from the Coalition of Lived Experience or other groups representing individuals with Lived Experience of homelessness, subject to confirmation by the Governing Committee pursuant to Section 1.b.(i) of this Article VIII. The Advisory Committee shall prioritize appointing individuals with personal Lived Experience. At least one of the three (3) Members shall represent stakeholders who have Lived Experience in areas outside the city of Seattle. The terms of these positions are as follows: one to serve a three-year term, one to serve a four-year term, and one to serve a five-year term.

It is the intent of the Parties that selection of individuals to serve as Implementation Board Members occur expeditiously so that the first meeting of the Implementation Board may occur within 60 days of the Governing Committee taking action to confirm the initial Implementation Board Members.

d. Subsequent Appointments. Upon expiration of each position, the initial appointing entity or party shall appoint a subsequent member to serve in the expired position for a four-year term subject to confirmation by the Governing Committee pursuant to Section 1.b.(i) of this Article VIII. Representatives of the appointing entities described in Section 2.c.(i) through Section 2.c.(v) of this Article VIII shall convene a nominating committee to coordinate and confer on appointments of Implementation Board Members.

e. Tenure of Implementation Board Members. Implementation Board Members shall continue in office until a successor is appointed and confirmed as provided herein. Successors shall serve four-year terms (or such shorter period, if appointed after the expiration of a term, so as to ensure the continuation of staggered Implementation Board terms). Implementation Board Members may serve no more than two successive complete terms.

f. Consecutive Absences. Any Implementation Board Member who is absent for three consecutive regular meetings without excuse may, by resolution duly adopted by a majority vote of the then Implementation Board Members, and such action is concurred with by a majority of the Governing Committee, be deemed to have forfeited his or her position as Implementation Board Member and that Member's position shall be vacant.

Forfeiting an Implementation Board Member position pursuant to this Section 2.f. of Article VIII shall be effective immediately unless otherwise provided in the resolution. Any successor shall be selected in the same manner as the appointment for the forfeited Implementation Board Member position and any successor shall hold office for the unexpired term.

g. Removal of Implementation Board Members. If it is determined by at least a majority of the Implementation Board that an Implementation Board Member should be removed with or without cause and such action is concurred in by a majority of the Governing Committee, the Governing Committee may by resolution remove such Implementation Board Member and that Member's position shall be vacant.

Removal of Implementation Board Members pursuant to this Section 2.g. of Article VIII shall be effective immediately unless otherwise provided in the resolution. Any successor shall be selected in the same manner as the appointment for the removed Implementation Board Member and any successor shall hold office for the unexpired term.

h. Vacancy on Implementation Board. A vacancy or vacancies on the Implementation Board shall be deemed to exist in case of the death, disability or resignation, or removal or forfeiture of membership as provided herein. Vacancies during and at the expiration of the term of an Implementation Board Member shall be filled for the unexpired term as soon as possible in the same manner as the appointment for the Board Member position vacated.

i. Duties of Implementation Board. The Implementation Board shall be responsible for the operations and management of the Authority and shall provide strategic vision, community accountability and robust oversight for the Authority.

In addition to the powers and duties granted in other provisions of this Agreement, the Implementation Board shall:

- (i) Meet regularly as set forth in Section 1 of Article X of this Agreement;
- (ii) Develop and recommend Goals, Policies, and Plans to the Governing Committee;
- (iii) Adopt an annual performance report and transmit such report to the Governing Committee annually;
- (iv) Develop and recommend to the Governing Committee policies and processes for competitive procurement of services, including but not limited to policies for allocation of funding across program types and across cities, towns, and unincorporated areas in King County that are consistent with the Five-Year Plan or successor planning document;
- (v) Develop and recommend a projected operating budget (which may be an annual budget, a biennial budget or other form as authorized by State law) that is consistent with the Five-Year Plan or successor planning document to be proposed to the Governing Committee;

(vi) Develop and transmit to the Governing Committee an annual funding allocation report, including but not limited to the sources and distribution of funding across program types and across cities, towns and unincorporated areas in King County;

(vii) Adopt an annual work plan which includes a summary of projects and activities to be undertaken during the budget period;

(viii) Cause the Authority to implement the Goals, Policies, and Plans approved by the Governing Committee, including through contracting for services, contracting to provide Homeless Services, making funding awards and doing all things necessary to oversee and carry out the implementation of the Authority's programs;

(ix) Ensure that the initial Five-Year Plan shall formalize sub-regional planning processes that are developed in consultation with the Governing Committee, the Advisory Committee, and the SCA. Sub-Regional Planning Activities will address factors, needs and resources unique to the respective regions. Such Sub-Regional Planning Activities will form the basis of the development of subsequent Five-Year Plans or successor planning documents, which may be informed by the Regional Action Plan. Annual work plans shall identify sub-regional goals and activities until such time as these are included in an approved Five-Year Plan;

(x) Adopt policies and procedures for oversight of major expenditures and other transactions, to include but not be limited to delegation of contracting authority to the Chief Executive Officer and the minimum standards for procurement of goods, services and property;

(xi) Conduct regular performance evaluation of the Chief Executive Officer; and

(xii) Cause the Authority to carry out the duties in this Agreement.

j. Actions Requiring Approval by Resolution. A general or particular authorization and concurrence of the Implementation Board by resolution shall be necessary for any of the following transactions:

(i) Transfer or conveyance of an interest in real estate, except for lien releases or satisfactions of a mortgage after payment has been received, or the execution of a lease for a current term less than one (1) year;

(ii) To the extent permitted by State law, donation of money, property or other assets belonging to the Authority;

(iii) Adoption of internal policies and procedures for oversight of major expenditures and other transactions;

(iv) Recommendation to the Governing Committee of an annual budget that is consistent with the Five-Year Plan or successor planning document;

(v) Recommendation to the Governing Committee of amendments to this Agreement;

(vi) Adoption and amendment of Bylaws for the Implementation Board;

(vii) Annual endorsement of a set of principles and priorities;

(viii) Recommendation to the Governing Committee of Goals, Policies, and Plans, including a Five-Year Plan;

(ix) Recommendation of a Chief Executive Officer to be confirmed by the Governing Committee, the recruitment of whom will be conducted jointly by the Implementation Board and the Governing Committee; and

(viii) Such other transactions, duties, and responsibilities as this Agreement shall repose in the Implementation Board or require Implementation Board participation by resolution.

k. Quorum of Implementation Board. At all meetings of the Implementation Board, a quorum of the Implementation Board must be present in order to do business on any issue. A quorum shall be defined as a majority of the Board Members in number, excluding any Board Member who has given notice of withdrawal or whose position is vacant in accordance with the provisions of Section 2.h. of this Article VIII.

l. Voting Requirements. Each individual Implementation Board Member shall be a voting member and shall have one vote. All resolutions shall require an affirmative vote of a majority of the Implementation Board Members voting on the issue; provided, that such majority equals not less than one-third (1/3) of the Implementation Board's total voting membership.

A Board Member may not split his or her vote on an issue. No voting by proxies or mail-in ballot is allowed. Voting by a designated alternate pursuant to the terms of the Bylaws or policies of the Authority is not considered a vote by proxy.

Proposed amendments to this Agreement and the adoption and amendment of Bylaws shall require an affirmative vote of two-thirds (2/3) of the Members of the Implementation Board.

m. Equity Decision Making. The Authority shall advance equity and social justice in its processes, policies, and outcomes by proactively seeking to eliminate racial-ethnic disproportionalities in the population experiencing homelessness and to eliminate disparities in outcomes for people experiencing homelessness by addressing structural racism, ableism, homophobia, transphobia, misogyny and other sources of inequities. The Authority shall establish and operate under an equity-based decision-making framework to inform its policy, business process, and funding decisions. This equity-based decision-making framework shall provide for inclusion of Customers of the service system in decisions that will affect them; specify a framework for examining policy, business process, and funding decisions with an explicit equity and racial justice analysis; and shall establish processes to measure, evaluate, and respond to the impact of its decision-making on its goals of advancing equity. This framework shall be informed by people with Lived Experience and be approved by the Implementation Board of the Authority.

Section 3. Right to Indemnification.

Each person who was, or is threatened to be made a party to or is otherwise involved (including, without limitation, as a witness) in any actual or threatened action, suit, or proceeding, whether civil, criminal, administrative, or investigative, by reason of the fact that he or she is or was a Governing Committee Member, Implementation Board Member or employee of the Authority, whether the basis of such proceeding is alleged action in an official capacity as a director, trustee, officer, employee, or agent, or in any other capacity, shall be indemnified and held harmless by the Authority to the full extent permitted by applicable law as then in effect, against all expense, liability and loss (including attorneys' fees, judgments, fines and amounts to be paid in settlement) actually and reasonably incurred or suffered by such person in connection therewith, and such indemnification shall continue as to a person who has ceased to be in such position and shall inure to the benefit of his or her heirs, executors and administrators; provided, however, that except as provided in this Section 3 of Article VIII, with respect to proceedings seeking to enforce rights to indemnification, the Authority shall indemnify any such person seeking indemnification in connection with a proceeding (or part thereof) initiated by such person only if such proceeding (or part thereof) was authorized by the Implementation Board; provided, further, the right to indemnification conferred in this Section 3 of Article VIII shall be a contract right and shall include the right to be paid by the Authority the expenses incurred in defending any such proceeding in advance of its final disposition; provided, however, that the payment of such expenses in advance of the final disposition of a proceedings shall be made only upon delivery to the Authority of an undertaking, by or on behalf of such person, to repay all amounts so advanced if it shall ultimately be determined that such person is not entitled to be indemnified under this Section 3 of Article VIII or otherwise.

Provided, further, that the foregoing indemnity may not apply, at the discretion of the Authority, to any person from or on account of:

a. Acts or omissions of such person finally adjudged to be reckless misconduct, intentional misconduct or a knowing violation of law; or

b. Any transaction with respect to which it was finally adjudged that such person personally received a benefit in money, property, or services to which such person was not legally entitled.

If a claim under this Section 3 of Article VIII is not paid in full by the Authority within sixty (60) days after a written claim has been received by the Authority, except in the case of a claim for expenses incurred in defending a proceeding in advance of its final disposition, in which case the applicable period shall be twenty (20) days, the claimant may at any time thereafter bring suit against the Authority to recover the unpaid amount of the claim and, to the extent successful in whole or in part, the claimant shall be entitled to be paid also the expense of prosecuting such claim. The claimant shall be presumed to be entitled to indemnification under this Section 3 of Article VIII upon submission of a written claim (and, in an action brought to enforce a claim for expenses incurred in defending any proceeding in advance of its final disposition, where the required undertaking has been tendered to the Authority), and thereafter the Authority shall have the burden of proof to overcome the presumption that the claimant is so entitled. Neither the failure of the Authority (including the Implementation Board or independent legal counsel) to have made a determination prior to the commencement of such action that indemnification of or reimbursement or advancement of expenses to the claimant is proper nor a determination by the Authority (including its Implementation Board Members, Governing Committee Members or independent legal counsel) that the claimant is not entitled to indemnification or to the reimbursement or advancement of expenses shall be a defense to the action or create a presumption that the claimant is not so entitled.

The right of indemnification and the payment of expenses incurred in defending a proceeding in advance of its final disposition conferred in this Section 3 of Article VIII shall not be exclusive of any other right which any person may have or hereafter acquire under any statute, provision of this Agreement, Bylaws, any other agreement or otherwise.

The Authority shall maintain in full force and effect public liability insurance in an amount sufficient to cover potential claims for bodily injury, death or disability and for property damage, which may arise from or be related to projects and activities of the Authority and its Implementation Board Members, Governing Committee Members, staff and employees.

Section 4. Conduct; Code of Ethics.

Governing Committee Members, Implementation Board Members, members of the Advisory Committee or other committee and employees of the Authority shall conduct themselves in accordance with all applicable laws, including but not limited to, chapter 42.23 RCW (the "Code of Ethics for Municipal Officers"), chapter 42.30 RCW (the "Open Public Meetings Act"), and this Agreement and policies of the Authority.

All letters, memoranda and electronic communications or information (including email) that relate to conduct of the Authority or the performance of any Authority function may be public records subject to disclosure under chapter 42.56 RCW (the "Washington Public Records Act"). In the event that the Authority or any Governing Committee or Implementation Board Member or any member of the Advisory Committee or other committee receives a request for such records,

the Governing Committee or Implementation Board Member or any member of the Advisory Committee or other committee shall immediately provide the request to the public records officer of the Authority, and assist the public records officer in responding to the request.

Governing Committee Members, Implementation Board Members, and members of the Advisory Committee or other committee shall respect the confidentiality requirements regarding personnel, real estate transactions, proprietary matters, and attorney-client privileged communications, including those requirements listed herein and any other confidential information that is gained through their positions with the Authority. The Authority, rather than any individual, is the holder of these privileges and protections and only the Authority may elect to waive any such privileges or protections.

Any Governing Committee Member, Implementation Board Member, member of the Advisory Committee or other committee or Authority employee who has an actual or potential interest, or whose immediate family member (spouse, partner, child, sibling, or parent) has an interest, in any matter before the Implementation Board that would tend to prejudice his or her actions shall so publicly indicate according to the policies and procedures of the Authority. In such case any such individual shall recuse and refrain from voting upon and any manner of participation with respect to the matter in question so as to avoid any actual or potential conflict of interest. This requirement shall be in addition to all requirements under the Code of Ethics for Municipal Officers.

Governing Committee and Implementation Board Members, members of the Advisory Committee or other committee and employees of the Authority shall each submit an annual disclosure statement that requires the disclosure of any ownership or property or employment/affiliation with any party contracting with the Authority or providing services with the Authority. Any Governing Committee Member, Implementation Board Member and member of the Advisory Committee or other committee with such ownership interest, employment or affiliation shall recuse him or herself from participating in discussions, deliberations, preliminary negotiations, and votes if such property or employment/affiliation is directly benefiting from such action.

Notwithstanding anything herein to the contrary, the prohibition on conflicts of interest shall not apply to or otherwise prohibit a Governing Committee or Implementation Board Member from serving on the respective Board or voting on matters if such Member receives generally the same interest or benefits as are being made available or provided to a group or class of low-income, homeless or formerly homeless persons intended to be the beneficiaries of the services provided by or through the Authority. To ensure a diversity of representation on the Implementation Board, the Advisory Committee or other committee, nothing herein shall prevent Implementation Board Members of such bodies for whom Implementation Board service on which may be a financial hardship from receiving a stipend consistent with the stipend policies of similarly situated public and nonprofit boards.

ARTICLE IX**OFFICERS OF AUTHORITY; STAFFING****Section 1. Implementation Board Officers.**

The Implementation Board Members shall elect from among themselves persons to serve in the following Implementation Board offices: Chairperson and Vice Chairperson. The Implementation Board Members may also create the offices of a Treasurer and Secretary which may be filled by Implementation Board Members, Authority employees or a Party's employee on loan to the Authority. In all cases the Chairperson and the Treasurer may not be the same person, and the Chairperson and the Vice Chairperson may not be the same person. The term of any officer shall expire one year after the officer is elected, or at such time as such officer's membership on the Implementation Board ceases or terminates, whichever is sooner. The Implementation Board may, under this Agreement, adopt Bylaws providing for additional officers, and, to the extent not inconsistent with this Agreement, may adopt Bylaws governing the offices and tenure of officers; the number of positions, powers and duties, and term of each office; the manner of appointment, selection, or election of office holders and the appointing, selecting, or electing authority; performance of duties of the office upon illness, death, incapacity, or absence of the officer; the filling of vacancies; and any qualification for the office and conditions upon exercising its powers. Nothing prevents the Implementation Board from appointing Co-Chairpersons, or combining the offices of Chairperson and Vice Chairperson into co-chairs.

Section 2. Duties of Officers.

Subject to the control of the Implementation Board, the Chairperson shall have general supervision, direction and control of the business and affairs of the Authority. On matters decided by the Authority, the signature of the Chairperson alone is sufficient to bind the corporation. The Vice-Chairperson shall perform the duties of the Chairperson without further authorization in the event the Chairperson is unable to perform the duties of the office due to absence, illness, death, or other incapacity, and shall discharge such other duties as pertain to the office as prescribed by the Implementation Board. To the extent not provided herein, the officers of the Authority shall have the duties as set forth in the Bylaws.

Section 3. Incapacity of Officers.

If the Treasurer or the Chairperson is incapacitated, another officer as provided for in the Bylaws shall be authorized to perform such duties without further authorization. The Treasurer is not authorized to perform the duties of the Chairperson, nor is the Chairperson authorized to perform the duties of the Treasurer.

Section 4. Advisory Committee; Committees.

The Implementation Board shall recognize a Continuum of Care Board created pursuant to 24 CFR Part 578 or its successor regulation to act as its Advisory Committee and serve the

Implementation Board by providing a broad array of perspectives, if such Continuum of Care Board takes action to serve as the Implementation Board's Advisory Committee. Members of the Advisory Committee shall be appointed by the Implementation Board. In the event that an existing Continuum of Care Board takes action to serve as the Authority's Advisory Committee, the Implementation Board may confirm any or all of the members of the Continuum of Care Board as members of the Advisory Committee, or may appoint new members to the Advisory Committee as set forth in the Bylaws or policies approved by the Implementation Board. The Advisory Committee shall be comprised of individuals with experience related to preventing and ending homelessness, including but not limited to: persons currently experiencing homelessness, populations disproportionately impacted by homelessness, Homelessness Services Providers, business, healthcare, labor and/or workforce, homeless housing and services, behavioral health services, criminal justice system, child welfare and data evaluation.

The Implementation Board may create additional committees and appoint individuals to such committees as set forth in the Bylaws or policies approved by the Implementation Board.

Section 5. Chief Executive Officer.

a. (i) Until the Governing Committee has approved an organizational structure and staffing plan, the Authority shall be staffed by employees from the Parties on loan to the Authority. Subject to any applicable collective bargaining agreement, the Chief Executive Officer may be responsible for supervising staff on loan from the Parties.

For inclusion among the Goals, Policies, and Plans to be recommended by the Implementation Board for Governing Committee approval, the Chief Executive Officer shall develop and propose a staffing plan for the Authority. The Chief Executive Officer shall within sixty days from his or her date of employment develop, in consultation with the Implementation Board, and propose an initial staffing plan for the Authority. The Chief Executive Officer may develop and propose subsequent updates to the staffing plan, also for inclusion among the Goals, Policies, and Plans to be recommended by the Implementation Board for Governing Committee approval.

In developing the staffing plan, the Chief Executive Officer shall recognize the significance of labor rights as well as existing collective bargaining agreements. The Chief Executive Officer shall also consider in developing the staffing plan the compensation and working conditions of the Parties' existing employees "on loan" to the Authority.

The staffing plan shall describe for each of the Authority's major bodies of work whether the body of work shall be accomplished by staff of the Authority, by agreement with one of the parties, by "loaned staff" of the parties under the operational control of the Authority, by contracted third party, or by a combination of those options.

For each major body of work that the Chief Executive Officer proposes full or partial accomplishment by staff of the authority or "loaned" staff of the parties, the staffing plan shall specify the number of full or partial full time-equivalent positions required for that major body of work. For each major body of work, the staffing plan shall articulate the

Chief Executive Officer's rationale for how the staffing plan supports the Authority's ability to accomplish its mission while promoting administrative and cost efficiency.

In addition to other major bodies of work that the Chief Executive Officer includes in the staffing plan, the staffing plan shall contain as major bodies of work support services that include procurement, legal support, human resources, information technology support, payroll, accounts payable and accounts receivable services, and facilities management. The staffing plan shall assess the benefits of and provide options for using support services provided by one or both of the Parties.

(ii) The Chief Executive Officer shall assign staff as necessary to ensure coordination and collaboration with homelessness crisis response partners and activities and adjacent systems whose work intersects with homelessness. The Chief Executive Officer shall assign at least one staff member to act as a liaison to ensure coordination and collaboration with homelessness crisis response partners and activities and adjacent systems whose work intersects with homelessness, including coordination with appropriate Seattle and King County agencies.

(iii) The Chief Executive Officer shall actively and continuously consider and evaluate all means and opportunities toward the enhancement of operational effectiveness of Homeless Services so as to maximize the effectiveness and efficiency of the system. Such recommendation shall be presented by the Chief Executive Officer to the Implementation Board from time to time and if any recommendation would require a change or deviation from established policy adopted by the Governing Committee, such policy change or deviation shall require approval by the Governing Committee before the recommendation may be implemented.

b. The Implementation Board shall recommend the Chief Executive Officer to the Governing Committee for confirmation following a recruitment process conducted jointly by the Implementation Board and the Governing Committee. The Chief Executive Officer shall be responsible to the Implementation Board for the effective operations of the Authority. The following may be delegated to the Chief Executive Officer: (1) the authority sign documents and contracts on behalf of the Authority; and (2) such other duties as delegated or assigned by the Implementation Board.

c. At the request of the Governing Committee or on at least a quarterly basis, the Chief Executive Officer shall provide a written report to the Governing Committee and seek input from the Governing Committee on the performance of the Authority, to include an evaluation of the implementation of the Five-Year Plan or successor planning document, as well as reporting on other performance metrics that may be adopted by the Authority.

d. The Chief Executive Officer shall annually present an overview of the Authority's proposed annual budget, an update on how the Authority is performing against performance metrics approved by the Governing Committee to the (1) Seattle City

Council or a committee thereof, as determined by the Seattle City Council; and (2) King County Council or a committee thereof, as determined by the County Council and to the Regional Policy Committee, at the discretion of that regional committee. The date of such annual presentations shall be determined at the discretion of the Parties.

Section 6. Office of the Ombuds.

The Implementation Board shall cause the Authority to either (a) contract with either Party to provide ombuds services consistent with the requirements of this Section 6; or (b) create an office of the Ombuds (“Office of the Ombuds”) to promote Customer, employee and public confidence in the Authority’s ability to effectively, efficiently and equitably serve people experiencing homelessness. The Office of the Ombuds shall gather Customer feedback to improve the Authority’s operations and outcomes; ensure ease of contact for Customers and provide appropriate resources to resolve their concerns; implement strategies to collect, investigate, and respond to complaints and concerns about the delivery of services, policies, program administration, or other activities overseen or funded by the Authority; receive complaints from employees and Contract Holders; develop methods to respond to complaints or concerns in an equitable, impartial, and efficient manner; and be authorized to investigate complaints and issue findings, collect and analyze aggregate complaints data, and partner with Authority leadership, the Implementation Board, employees and Customers to design and recommend improvements in services, funding or oversight. The Office of the Ombuds shall report directly and independently to the Implementation Board on trends in Customer and employee feedback and activities undertaken in response to that feedback no less than twice per year.

ARTICLE X

MEETINGS OF THE AUTHORITY

Section 1. Time and Place of Meetings.

a. Meetings of the Governing Committee. Regular meetings of the Governing Committee shall be held at least four times per year at a regular time and place to be determined by the Governing Committee by resolution. No later than the last regular meeting of the calendar year, the Governing Committee shall adopt a resolution specifying the date, time and place of regular meetings for the upcoming calendar year. A copy of the resolution shall be distributed in the same manner as notice of special meetings is provided pursuant to Section 3 of this Article X. At any regular meeting of the Governing Committee, any business may be transacted and the Governing Committee may exercise all of its powers. Special meetings of the Governing Committee may be held from time to time in accordance with chapter 42.30 RCW (the “Open Public Meetings Act”).

b. Meetings of the Implementation Board. Regular meetings of the Implementation Board shall be held at least six times per year at a regular time and place

to be determined by the Implementation Board by resolution. No later than the last regular meeting of the calendar year, the Implementation Board shall adopt a resolution specifying the date, time and place of regular meetings for the upcoming calendar year. A copy of the resolution shall be distributed in the same manner as notice of special meetings is provided pursuant to Section 3 of this Article X. At any regular meeting of the Implementation Board, any business may be transacted and the Implementation Board may exercise all of its powers. Special meetings of the Implementation Board may be held from time to time in accordance with chapter 42.30 RCW (the “Open Public Meetings Act”).

Section 2. Notice of Regular Meetings.

At the beginning of each calendar year, the Authority shall post on its website the time and place of regular meetings of the Governing Committee and the Implementation Board for that calendar year. As the Advisory Committee meeting schedule is established, the Authority shall post on its website those meeting times and places. In addition, the Authority shall provide reasonable notice of such meetings to any individual specifically requesting it in writing. If a regular meeting schedule is to be changed by resolution, a copy of the resolution shall be distributed in the same manner as notice of special meetings is provided pursuant to Section 3 of this Article X and the change posted on the Authority’s website.

Section 3. Notice of Special Meetings.

Except as provided in Sections 10 and 11 of this Article X, notice of all special meetings of the Governing Committee and/or the Implementation Board shall be given by the chairperson of the respective body or by the person or persons calling the special meeting in accordance with RCW 42.30.080 by delivering personally, by electronic mail or by mail written notice at least 24 hours prior to the time of the meeting to each applicable Member, to each local newspaper of general circulation and to each radio or television station that has requested notice and to any other individual specifically requesting it in writing, and posted on the Authority’s website. The call and notice of all special meetings shall specify the time and place of all special meetings and the business to be transacted. Notice of special meetings of the Advisory Committee shall comply with 24 CFR 578.

Section 4. Waiver of Notice.

Notice as provided herein may be dispensed with as to any Governing Committee Member or Implementation Board Member, as applicable, who at or prior to the time the meeting convenes files with the Authority a written waiver of notice or who is actually present at the meeting at the time it convenes. Such notice may also be dispensed with as to special meetings called to deal with an emergency involving injury or damage to persons or property or the likelihood of such injury or damage, where time requirements of such notice would make notice impractical and increase the likelihood of such injury or damage.

Section 5. Agendas.

In accordance with chapter 42.30 RCW (the “Open Public Meetings Act”) for the Governing Committee, and the Implementation Board, and in accordance with 24 CFR 578 for the Advisory Committee, at least 24 hours before any regular or special meetings, the agenda for that meeting shall be posted and also be emailed or otherwise provided to the Seattle Council Clerk and to the County Council Clerk.

Section 6. Open Public Meetings.

All meetings of the Implementation Board and the Governing Committee shall be open to the public if and to the extent required by chapter 42.30 RCW (the “Open Public Meetings Act”). The Implementation Board and the Governing Committee may hold executive sessions to consider matters enumerated in chapter 42.30 RCW (the “Open Public Meetings Act) or as otherwise authorized by law. The meetings of the Advisory Committee shall be open to the public, except that the Advisory Committee may hold executive sessions as it deems necessary.

Section 7. Telephonic Participation

Implementation Board and the Governing Committee Members may participate in a regular or special meeting of the applicable body through the use of any means of communication by which all attending Members and members of the public participating in such meeting can hear each other during the meeting. Any Member participating in a meeting by such means is deemed to be present in person at the meeting for all purposes including, but not limited to, establishing a quorum.

Section 8. Parliamentary Authority.

The rules in the current edition of Robert’s Rules of Order Newly Revised, 11th Edition, shall govern the Authority in all cases to which they are applicable, where they are not inconsistent with this Agreement or with the special rules of order of the Bylaws of the respective body.

Section 9. Minutes.

Copies of the minutes of all regular or special meetings of the Implementation Board and the Governing Committee shall be available to any person or organization that requests them. The minutes of all Implementation Board and the Governing Committee meetings shall include a record of individual votes on all matters requiring Implementation Board and the Governing Committee approval.

Section 10. First Meeting of the Governing Committee.

The Seattle Mayor and the County Executive shall jointly notice the first meeting of the Governing Committee as a special meeting and jointly prepare an agenda. This first meeting

shall occur within 90 days of the Effective Date or when all members of the Governing Committee have been selected in accordance with Section 1 of Article VIII, whichever is first.

Section 11. First Meeting of the Implementation Board.

The chair of the Governing Committee shall notice the first meeting of the Implementation Board as a special meeting and prepare an agenda. This first meeting shall occur within 60 days of the last appointment/confirmation of a Member to Implementation Board in accordance with Section 1.b.(ii) of Article VIII.

ARTICLE XI

MISCELLANEOUS

Section 1. Geographic Limitation.

The Authority may conduct activities outside of the County, subject, however, to a contract with a Subscribing Agency.

Section 2. Safeguarding of Funds.

Authority funds shall be deposited in a qualified public depository as required by law. The Authority shall establish a special fund with the County treasurer to be designated the “Operating fund of the King County Regional Homelessness Authority. The County shall act as the fiscal agent and Treasurer of the Authority with the authority to hold and invest funds on the Authority’s behalf and make payments for approved expenditures.

Section 3. Public Records.

The Authority shall maintain all of its records in a manner consistent with the Preservation and Destruction of Public Records Act, chapter 40.14 RCW. The public shall have access to records and information of the Authority to the extent as may be required by applicable laws. All costs associated with complying with the Public Records Act, chapter 42.56 RCW, shall be borne by the Authority.

Section 4. Reports and Information; Audits.

Within nine (9) months after the end of the Authority’s fiscal year, the Authority shall file an annual report with the Finance Directors of the County and Seattle containing an audited statement of assets and liabilities, income and expenditures and changes in the Authority’s financial position during the previous year (or unaudited information if an audit is not yet available, to be promptly followed by audited information); a summary of significant accomplishments; a list of depositories used; a projected operating budget (which may be an annual budget, a biennial budget or other form as authorized by State law); a summary of projects

and activities to be undertaken during the budget period; and a list of members and officers of the Implementation Board.

The Authority shall be subject to annual audit by the State Auditor, and by Seattle and the County at the option of each. The Authority shall, at any time during normal business hours make available to the County Executive, the County Council, the Seattle Mayor, the Seattle City Council, and the State Auditor for examination all of the Authority's financial records.

Section 5. Performance Audit.

The County and Seattle will cause a performance audit to be conducted and completed by a consulting firm selected by the County and Seattle no later than six years after the Governing Committee confirms the initial Five-Year Plan. The performance audit report shall be transmitted to the clerks of both the King County Council and the Seattle City Council.

Section 6. Amendments to Agreement. No additions to or alterations of the terms of this Agreement shall be valid unless made in writing, approved by the legislative authorities of each Party and executed by duly authorized agents of each Party.

Section 7. Nondiscrimination.

The Authority, its employees, agents, Contract Holders, and subcontractors, if any, shall at all times comply with any and all federal, state or local laws, ordinances, rules or regulations with respect to non-discrimination and equal employment opportunity, which may at any time be applicable to Seattle by law, contract or otherwise, including but not limited to all such requirements which may apply in connection with employment or the provision of services to the public.

Specifically, except as allowed by law, the following matters or activities shall not be directly or indirectly based upon or limited by age, sex, marital status, sexual orientation, race, creed, color, national origin, religion, pregnancy, gender, gender identity or expression, genetic information, domestic violence victimization, veteran or military status, or the presence of any sensory, mental, or physical disability or the use of a trained service animal by a person with a disability:

- a. Membership on the Implementation Board;
- b. Employment, including solicitation or advertisements for employees; and
- c. Provisions of services to and contracts with the public.

Section 8. Labor Disputes.

Because labor disputes can lead to work stoppages or adversely impact the ability of the Authority to achieve desired outcomes, Seattle and the County have agreed and acknowledged in this Agreement that they have an interest in ensuring that the Authority's operations and progress are not interrupted or interfered with by work stoppages or other labor disputes. Accordingly, Seattle and the County have agreed, which is hereby confirmed in this Agreement, that the Authority and entities that contract with the Authority are required to adhere to labor laws, commit to promoting

labor harmony, and take reasonable measures to avoid any work stoppages or labor disputes in their operations.

Section 9. Inventory and Property.

Property, equipment and furnishings for the operations of the Authority shall be acquired by Authority as provided by law. If any Party furnishes property, equipment or furnishings for the Authority's use, title to the same shall remain with the respective Party unless that property, equipment or furnishings are acquired by the Authority.

Section 10. Interlocal Cooperation Act.

a. This Agreement is intended to create a separate governmental administrative entity within the meaning of RCW 39.34.030(3) and not a "joint board" within the meaning of RCW 39.34.030(4)(a).

b. Each Party will file or post this Agreement as required by RCW 39.34.040.

Section 11. Notice to the Parties.

Any formal notice or communication to be given among the Parties to this Agreement shall be deemed properly given, if delivered either in physical or electronic means, or if mailed postage prepaid and addressed to:

King County
Attn: Leo Flor, Director, Department of Community and Human Services
401 Fifth Avenue, Suite 400
Mailstop CNK-HS-0400
Seattle, Washington 98104

City of Seattle
Attn: Jason Johnson, Acting Director, Human Services Department
700 Fifth Ave., Suite 5800
Seattle, Washington 98104

Section 12. Additional Provisions.

a. Integration. This Agreement contains all of the terms and conditions agreed upon by the Parties hereto concerning the establishment of the Authority. No other understandings, oral or otherwise, regarding the subject matter of this Agreement shall be deemed to exist or to bind any of the Parties hereto. The Parties have read and understand all of this Agreement, and now state that no representation, promise, or agreement not expressed in this Agreement has been made to induce the officials of the Parties hereto to execute this Agreement.

b. Severability. In the event any provision of this Agreement shall be declared by a court of competent jurisdiction to be invalid, illegal, or unenforceable, the validity, legality and enforceability of the remaining provisions shall not, in any way, be effected or impaired thereby.

c. Indemnification among the Parties Hereto. To the maximum extent permitted by law, each party hereto shall indemnify and hold harmless the other Parties and its or their agents, employees, and/or officers, from any and all costs, claims, judgments, or awards of damages arising out of the negligent acts or omissions of such indemnifying party, its officers, employees or agents and shall process and defend at its own expense any and all claims, demands, suits, at law or equity, actions, penalties, losses, damages, or costs, of whatsoever kind or nature, brought against the other Parties arising out of, in connection with, or incident to this Agreement and the indemnifying party's negligent performance or failure to perform any aspect of this Agreement. In the event of any such liability arises from the concurrent negligence of the indemnifying party and another party, the indemnity obligation of this section shall apply only to the extent of the negligence of the indemnifying party and its actors.

The foregoing provisions specifically and expressly intend to constitute a waiver of each party's immunity under industrial insurance, Title 51 RCW, as respects the other party only, and only to the extent necessary to provide the indemnified party with a full and complete indemnity of claims made by the indemnitor's employees. This waiver has been mutually negotiated.

d. No Third Party Beneficiary Rights. The provisions of this Agreement are for the sole benefit of the Parties, and they will not be construed as conferring any rights to any third party (including any third party beneficiary rights).

e. Counterparts. This Agreement may be executed in any number of counterparts, each of whom shall be an original, but those counterparts will constitute one and the same instrument.

This Agreement is APPROVED this ____ day of _____, _____.

County Executive, King County

ATTEST:

[County Prosecuting Attorney]

RECEIPT ACKNOWLEDGED BY:

Mayor, City of Seattle

ATTEST:

City Clerk

CITY COUNCIL AGENDA ITEM
CITY OF SHORELINE, WASHINGTON

AGENDA TITLE:	Discussion on the Use of COVID Recovery Funds for Human Services in 2023
DEPARTMENT:	Recreation, Cultural and Community Services
PRESENTED BY:	Bethany Wolbrecht-Dunn, Community Services Manager
ACTION:	<input type="checkbox"/> Ordinance <input type="checkbox"/> Resolution <input type="checkbox"/> Motion <input checked="" type="checkbox"/> Discussion <input type="checkbox"/> Public Hearing

PROBLEM/ISSUE STATEMENT:

The American Rescue Plan Act (ARPA), which was signed into law by President Biden on March 11, 2021, is a \$1.9 trillion economic stimulus bill. Within the ARPA, the Coronavirus State and Local Fiscal Recovery Fund provides \$350 billion for states, municipalities, counties, tribes, and territories, including \$130 billion for local governments, split evenly between municipalities and counties. The City of Shoreline was awarded \$7,533,842 in ARPA funding.

On [June 14, 2021](#), Council indicated support for staff's Phase 1 funding recommendations, including funding 1.4 FTE COVID Recovery Navigator/Community Support Specialist positions; supporting human services and community, youth and business recovery efforts; and funding wastewater and stormwater capital projects. Additionally, in December 2021, the City Manager authorized an expenditure of \$87,500 to purchase grocery gift cards for the School District Holiday Gift Basket Event.

As was discussed as part of the [February 14, 2022](#), Council meeting, the ARPA funds were used to support a portion of the City's 2021 Police Services Contract. This is allowable under ARPA regulations to reduce the City's administrative burden and audit risk. The use of ARPA funds in this manner allowed the Council approved ARPA programs to be funded with City General Funds.

On [January 24, 2022](#), Council reviewed the proposed use of these funds for COVID Recovery Human Services funding in 2022. Further, on [August 8, 2022](#), Council approved a budget amendment which added funding to several 2022 COVID Recovery programs.

Tonight, staff will share updates on the use of 2022 funding and present recommendations for 2023 Human Services COVID Recovery programs.

RESOURCE/FINANCIAL IMPACT:

Of the \$7,533,842 that was made available in the General Fund by the ARPA funding the City received, \$2,110,000 was reserved for Human Services COVID Recovery.

While the 1.4 FTE COVID Recovery Navigator positions were included in the 2023-2024 approved City Budget, the 2023 COVID Recovery Human Services funding will be included as part of a future budget amendment.

RECOMMENDATION

Staff recommends that the City Council discuss the 2023 Human Services COVID Recovery funding recommendations. If Council n supports these recommendations, staff will bring back the related expenditures in the April 2023 Budget Amendment.

Approved By: City Manager **JN** City Attorney **MK**

BACKGROUND

The American Rescue Plan Act (ARPA), which was signed into law by President Biden on March 11, 2021, is a \$1.9 trillion economic stimulus bill. Within the ARPA, the Coronavirus State and Local Fiscal Recovery Fund provides \$350 billion for states, municipalities, counties, tribes, and territories, including \$130 billion for local governments, split evenly between municipalities and counties. The City of Shoreline was awarded \$7,533,842. As was discussed as part of the February 14, 2022, Council meeting, the ARPA funds were used to support a portion of the City's 2021 Police Services Contract. This is allowable under ARPA regulations to reduce the City's administrative burden and audit risk. More information on this can be found here: [Discussion of Ordinance No. 954 – Amending the 2021-2022 Biennial Budget \(Ordinance No. 945\)](#).

As part of the discussion on the use of the COVID Recovery funding on June 14, 2021, Council allocated \$2,110,000 (of the \$7,533,842) to respond to the negative impacts of COVID by our community members through our Human Services Program. This includes an estimated \$511,000 for Limited Term Community Support Specialists (1.4 FTE); the continuation of which is included in the approved 2023-2024 Budget. More information on this can be found here: [Discussion of Proposed American Rescue Plan Act \(ARPA\) Funding Allocation](#).

On January 24, 2022, Council reviewed the proposed use of these funds for COVID Recovery Human Services funding in 2022, which can be found here: [Discussion of Proposed 2022 Human Services Allocations of American Rescue Plan Act \(ARPA\) Funding](#). Further, on August 8, 2022, Council approved a budget amendment which added additional funding to several 2022 COVID Recovery programs. More information on this can be found here: [Adoption of Ordinance No. 970 – Amending the 2021-2022 Biennial Budget \(Ordinance No. 954\)](#).

DISCUSSION

Tonight, Council will review the impact of the 2022 COVID Recovery Funding and the recommendations for the 2023 Human Services COVID Recovery investments.

Review of 2022 COVID Recovery Programs

Council previously approved 2022 COVID Recovering programming in three areas:

1. Emergency support for ongoing COVID Crisis Recovery (Category A);
2. Investments in direct service support to historically underserved populations disproportionately impacted by COVID (Category B); and
3. Investments to strengthen civic infrastructure hampered by COVID to build the ongoing capacity of historically underserved communities for long-term impact (Category C).

2022 COVID Recovery Programs

Category	Program	1/24/2022 Staff Report	8/8/2022 Budget Amend.	Total
A. Emergency Support	2022 Holiday Baskets	\$87,500		\$87,500
	Additional Grocery Cards	\$50,000		\$50,000
	Center For Human Services – Flexible Financial Support	\$50,000		\$50,000
	Canopy – Flexible Financial Support	\$25,000		\$25,000
	Shoreline Community Care – Flexible Financial Support	\$25,000	\$20,000	\$45,000
B. Investment in Services	Charmd/Grounded	\$78,500	\$20,000	\$98,500
	Center for Human Services	\$120,000		\$120,000
	Canopy	\$57,000		\$57,000
	Hotel Vouchers	\$10,000		\$10,000
	Bus/Transportation	\$5,000		\$5,000
	Housing Outreach*		\$35,839	\$35,839
C. Strengthen Civic Connections	Love Your Community Grants	\$10,000		\$10,000
TOTAL APPROVED TO DATE				\$593,839

*. This COVID Recovery funding supplements general fund support.

Report on Use of 2022 Funding

Category A – Emergency support for ongoing COVID Crisis Recovery

- **\$87,500 – Grocery cards for Shoreline Schools Holiday Baskets 2022 –** This is a popular event in coordination with the Shoreline PTSA, Shoreline School District Family Advocates and the Shoreline YMCA. With the bulk discount provided, this amount purchased 736 grocery cards (cards do not allow purchases of lottery, alcohol, or tobacco) in support of the upcoming Holiday Baskets event scheduled for December 10, 2022. Over 600 families were assisted by the event in 2021.
- **\$50,000 – Additional grocery cards** – These cards were distributed throughout the year in partnership with community-based organizations as needs were identified. Staff provided grocery cards to the following agencies: Shoreline Teen Program, Shoreline Police, Grounded Black Coffee NW, Compass Housing – Ronald Commons, Seattle/Lake Forest Park Senior Center, Hopelink, and Lake City Partners Ending Homelessness.
- **\$120,000 – Flexible Financial Assistance** – This included \$50,000 to the Center for Human Services, \$45,000 to Shoreline Community Care, and \$25,000 to Canopy. Agencies report a high need for this type of flexible support. While the direct financial support is important, there is also a high level of additional effort to work with clients to meet other needs they have, as well as ways to reduce the need for support in the future. Utility, medical, and rent assistance remain the most common types of assistance provided.

Category B – Investments in direct service support to low-income, historically underserved populations disproportionately impacted by COVID

These programs are investments to address immediate COVID-related needs for those most negatively impacted, such as those who are low-income and part of historically underserved communities, including those experiencing homelessness, immigrant and refugee individuals and families, as well as those who identify as Black, Indigenous, and People of Color.

- **\$98,500** to Charmd LLC/Grounded to provide mental health support for Immigrant and Refugee individuals and families. Charmd also subcontracts with Grounded to support a part-time Youth Mental Health Specialist of Color to specifically support Black youth and other Youth of Color. By September, 51 individuals have been provided group and/or individual counselling.
- **\$120,000** to the Center for Human Services (CHS) Family Support Program for an Information and Assistance Specialist and COVID program support. As of the end of September, CHS has aided 85 people seeking informational assistance and financial assistance and provided financial support to 22 households.
- **\$57,000** to Canopy for a part-time Family Coordinator and part-time Tutor Coordinator to strengthen the organization’s internal capacity and expand the number of students and families that can be offered tutoring support. Canopy works largely with East African families. They have served an average of 59 students in their tutoring program and provided 40 families with emergency financial support.
- **\$10,000** for emergency hotel vouchers to be distributed by Shoreline Police and/or Lake City Partners. Unfortunately, issues with implementation have so far hampered the program’s ability to be deployed. If issues cannot be resolved, staff will recommend reprogramming these funds in a future discussion with Council.
- **\$5,000** to purchase bus tickets or other transportation support for individuals utilizing the severe weather shelter, who are living unhoused and need assistance getting to a safer location, or who have unique transportation needs. Staff worked with local agencies to provide both King County Metro and Community Transit adult and youth tickets to the following agencies: Shoreline Teen Program, Shoreline Police, Grounded Black Coffee NW, Compass Housing – Ronald Commons, Seattle/Lake Forest Park Senior Center, Hopelink, and Lake City Partners Ending Homelessness.
- **\$35,839** to fully fund the Housing Outreach Worker through Lake City Partners. This expansion began in July and the funding allows the Housing Outreach Worker to be dedicated full time to outreach work in assistance of the unhoused in the Shoreline Community. Within the first three months of the program expansion, they have responded to ten urgent community engagement requests, 11 residents have been referred to The Oaks for housing, and two people moved into either shelter or housing.

Category C—Investments to strengthen civic Infrastructure hampered by COVID to build the ongoing capacity of historically underserved communities for long-term impact

This recommendation responded to staff findings regarding overall community fatigue, especially for individuals and communities that continue to face unstable employment

and financial strain. This category also aligns with the goals of the City's Anti-Racism Resolution.

- **\$10,000** to expand the Love Your Community Grant Program to encourage resident-driven efforts to build an anti-racist community as part of an overall COVID recovery process. This is a City mini-grant pilot program currently in operation and funded at \$8,800 for the 2021-2022 biennium. Unfortunately, the continued impact of the COVID and the current review of the Neighborhood program has delayed the implementation, but we expect these funds to be deployed in 2023.

Impact of Community Support Specialists

An important component of our COVID Recovery Program has been the addition of 1.4 FTE in Community Support Specialists. These efforts have focused on providing programmatic and technical support to the funded agencies and direct support to Shoreline residents in need.

As part of their role, staff have worked closely with COVID Recovery funded agencies in the implementation of their programs, as several are new to receiving government funding. Additionally, staff have completed program visits to three of the four funded programs, with the remaining one scheduled for early December.

The Community Support Specialist role has continued to provide direct assistance to residents in need which includes helping residents identify appropriate resources and providing assistance with completing application forms as needed. In some cases, individuals and families are referred to organizations that have the capacity to provide ongoing case management support.

Since the beginning of the Community Support Program in late 2021, assistance has been provided to 146 Shoreline residents. Of those, 106 were referred to other community organizations, and 51 were assisted directly, either through meeting in person or over the phone/email. Assistance provided involved the follow issues:

- Food/Basic Needs: Safeway grocery cards; applications to a range of programs offered through the state Department of Social and Health Services (DSHS)
- Housing: rent and mortgage assistance
- Financial/Transportation: providing bus tickets; help with car repairs; accessing community transportation; ORCA card; energy and water assistance; applying for Social Security
- Employment: resumé assistance; day-care training enrollment; interview help at Workforce
- Health/Medical: applying for health insurance; access COVID vaccinations/boosters; obtaining eyeglasses
- Legal: domestic violence; immigration assistance; support for family overseas

Additionally, staff have continued to form connections with community leaders and organizations. These conversations have informed staff regarding ongoing funding recommendations for how best to equitably distribute the COVID Recovery funding for human services investments.

2023 Funding Recommendations

Based on the impact of the 2022 funding, staff is recommending the following investments of the COVID Recovery Funding for 2023:

Proposed 2023 COVID Recovery Programs

Category	Program	2022	Proposed for 2023
A. Emergency Support	Holiday Baskets	\$87,500	\$50,000
	Additional Grocery Cards	\$50,000	\$0
	Center For Human Services – Flexible Financial Support	\$50,000	\$50,000
	Canopy – Flexible Financial Support	\$25,000	\$25,000
	Shoreline Community Care – Flexible Financial Support	\$45,000	\$50,000
B. Investment in Services	Charmd/Grouted	\$98,500	\$98,500
	Center for Human Services	\$120,000	\$120,000
	Canopy	\$57,000	\$57,000
	Hotel Vouchers*	\$10,000	\$0
	Bus/Transportation	\$5,000	\$5,000
	Housing Outreach**	\$35,839	\$25,839
	Hopelink – Food	\$0	\$30,000
C. Strengthen Civic Connections	Love Your Community Grants	\$10,000	\$0*
TOTALS		\$593,839	\$511,339

**As these funds went unspent in 2022, we will request the funds be carried forward into the 2023 budget.*

***Will fully fund Housing Outreach worker through June 30, 2023.*

Highlights to 2023 Recommendations

- Maintain programs within the “Investment in Services” Category and corresponding flexible financial support provided through those programs.
- Reduce support to Grocery Card Purchases for Holiday Baskets Program and Additional Grocery Cards – as the COVID Recovery funds are limited, we recommend stepping down the support of this component, unless another source of funding is identified.
- Increase to Flexible Financial Support for Shoreline Community Care (\$5,000) due to the high level of need demonstrated.
- Add support to the Hopelink Food Program (\$30,000) as food insecurity remains an issue in the community.
- Carryover Love Your Community Grant (\$10,000) and Hotel Voucher (\$10,000) into 2023.

- Support the Housing Outreach Worker (\$25,839) through June 30, 2023, to aid the unhoused members of our community.

After the planned expenditures in 2023, we estimate there will be approximately \$370,000 in COVID Recovery funds available. There are several factors that will affect funding recommendations for 2024; staff will return in late 2023 to share the impact of 2023 funding and make recommendations for 2024.

Council Discussion Questions

Tonight, staff is seeking Council's feedback on the following discussion questions:

1. Does Council have any questions regarding the specific recommended investments?
2. Does Council support the proposed 2023 Human Services ARPA allocation recommendations?

RESOURCE/FINANCIAL IMPACT

Of the \$7,533,842 that was made available in the General Fund by the ARPA funding the City received, \$2,110,000 was reserved for Human Services COVID Recovery. While the 1.4 FTE COVID Recovery Navigator positions were included in the 2023-2024 approved City Budget, the 2023 COVID Recovery Human Services funding will be added to the budget as part of a future budget amendment.

RECOMMENDATION

Staff recommends that the City Council discuss staff's recommended 2023 Human Services COVID Recovery funding recommendations. If Council is in support of these recommendations, staff will bring back the related expenditures in the April 2023 Budget Amendment.

CITY COUNCIL AGENDA ITEM
CITY OF SHORELINE, WASHINGTON

AGENDA TITLE:	Discussion of Ordinance No. 976 –Compost Procurement Ordinance Pursuant to ESSHB 1799 for Use of Compost in Public Projects
DEPARTMENT:	Administrative Services Department
PRESENTED BY:	Sara Lane, Administrative Services Director Janet Bulman, Procurement Coordinator Cameron Reed, Environmental Services Program Manager
ACTION:	<input type="checkbox"/> Ordinance <input type="checkbox"/> Resolution <input type="checkbox"/> Motion <input checked="" type="checkbox"/> Discussion <input type="checkbox"/> Public Hearing

PROBLEM/ISSUE STATEMENT:

In 2022, the Washington State Legislature passed Engrossed Second Substitute House Bill (ESSHB) 1799 which requires the City of Shoreline to adopt a “Compost Procurement Ordinance” by January 1, 2023. The Legislature found that compost benefits Washington residents by diverting tons of organic waste from landfills, reducing solid waste costs, replacing synthetic chemical fertilizer, and lowering carbon emissions and, therefore, state and local governments should lead by example by purchasing and using local compost. In addition, the Legislature stated that these actions will help Washington achieve its 2030 goal to cut landfill-disposed organic material by 75% compared to 2015.

Tonight, Council will discuss proposed Ordinance No. 976, which would add new section, SMC 2.60.100 Environmental Purchasing, to SMC Chapter 2.60. Proposed Ordinance No. 976 is scheduled to be brought back to Council for action on December 12, 2022.

RESOURCE/FINANCIAL IMPACT:

No direct financial impacts are anticipated as a result of the proposed ordinance. The City shall determine whether it is, to the maximum extent economically feasible in performance of the work, to use compost in a public project.

RECOMMENDATION

No action is required tonight. Staff seeks Council direction on the proposed addition to SMC Chapter 2.60 – Purchasing. Proposed Ordinance No. 976 is scheduled to be brought back to Council for action on December 12, 2022.

Approved By: City Manager **JN** City Attorney **MK**

BACKGROUND

In 2020, the Legislature adopted RCW 43.19A.120, requiring state and local governments to consider whether compost products could be used in public projects and to use those products unless one of several exemptions applies. Exemptions include lack of available product, non-competitive pricing, and financially prohibitive.

With the passage of E2SHB 1799 in 2022, now codified at RCW 43.19A.150, the City is required to adopt a “Compost Procurement Ordinance” by January 1, 2023, so as to implement RCW 43.19A.120.

The Legislature found that compost benefits Washington residents by diverting tons of organic waste from landfills, reducing solid waste costs, replacing synthetic chemical fertilizer, and lowering carbon emissions and, therefore, state and local governments should lead by example by purchasing and using local compost. In addition, the Legislature stated that these actions will help Washington achieve its 2030 goal to cut landfill-disposed organic material by 75%, compared to 2015.

DISCUSSION

City of Shoreline Policy 200-F-04 Environmentally Preferable Purchasing Policy seeks to reduce the adverse environmental impact of City purchasing decisions by procuring goods, products, and materials that are consistent with the City’s environmental sustainability commitment, including considering the use of compost products in public project planning, soliciting, and reviewing bids consistent with RCW 43.19A.120.

To comply with the new law, Ordinance No. 976 would add chapter 2.60.100 to Shoreline Municipal Code 2.60 – Purchasing. The code would require staff to plan for the use of compost for government-funded public projects in the following categories:

1. Landscaping projects;
2. Construction and postconstruction soil amendments;
3. Applications to prevent erosion, filter stormwater runoff, promote vegetation growth, or improve the stability and longevity of roadways; and
4. Low-impact development and green infrastructure to filter pollutants or keep water on-site, or both.

In planning for such use, staff would determine whether it is, to the maximum extent economically feasible in performance of the work, possible to use compost in a public project. If compost can be utilized, the City shall require a department and/or each contractor with whom it contracts to use compost products. Exceptions to the use of compost are as follows:

1. Compost products are not available within a reasonable amount of time;
2. Available compost products do not meet existing standards for health, quality, and safety; or
3. Prices are not reasonable or competitive.

The Compost Procurement Ordinance would also require the City to give priority to purchasing compost products from companies that produce compost locally, are certified by a national recognized organization, and produce compost products that are derived from municipal solid waste compost programs and meet quality standards comparable to the standards adopted by the Washington State Department of Transportation or the Washington State Department of Ecology.

RCW 43.19A.150 also requires the City to submit a report to the Washington Department of Ecology beginning December 31, 2024, covering the previous year's compost procurement activities. At the minimum, the report would contain the following:

1. The total tons of organic material diverted;
2. The volume and cost of compost purchased by the City; and
3. The source(s) of the compost purchased.

Finally, the City is required to develop a strategy to inform residents and businesses about the value of compost and how the City uses compost in its operations.

COUNCIL GOAL(S) ADDRESSED

This action would support the City Council's 2022-2024 Goal #2, Action Step #6:

Goal #2: Goal 2: Continue to deliver highly-valued public services through management of the City's infrastructure and stewardship of the natural environment

Action Step #6: Continue to implement the 2022-2024 Priority Environmental Strategies including implementation of Salmon-Safe certification activities, resource conservation and zero waste activities, and updating the City's Climate Action Plan

RESOURCE/FINANCIAL IMPACT

No direct financial impacts are anticipated as a result of the proposed ordinance. The City shall determine whether it is, to the maximum extent economically feasible in performance of the work, to use compost in a public project.

RECOMMENDATION

No action is required tonight. Staff seeks Council direction on the proposed addition to SMC Chapter 2.60 – Purchasing. Proposed Ordinance No. 976 is scheduled to be brought back to Council for action on December 12, 2022.

ATTACHMENTS

Attachment A: Proposed Ordinance No. 976

Attachment A: Exhibit A: SMC 2.60.100 Environmental Purchasing - Compost

ORDINANCE NO. 976

**AN ORDINANCE OF THE CITY OF SHORELINE, WASHINGTON
ADDING A NEW SECTION 2.60.100 ENVIRONMENTAL PURCHASING
TO CHAPTER 2.60 PURCHASING OF THE SHORELINE MUNICIPAL
CODE FOR THE ADOPTION OF A COMPOST PROCUREMENT
ORDINANCE.**

WHEREAS, the City of Shoreline is a non-charter optional municipal code city as provided in Title 35A RCW, incorporated under the laws of the state of Washington; and

WHEREAS, in 2020, with the adoption of RCW 43.19A.120, the Washington State Legislature found that compost benefits Washington residents by diverting tons of organic waste from landfills, reducing solid waste costs, replace synthetic chemical fertilizer, and lowering carbon emissions and, therefore, state and local governments should lead by example by purchasing and using local compost; and

WHEREAS, RCW 43.19A.120 requires all state agencies and local governments to consider whether compost products can be used when planning or soliciting and review bids for public projects and to use compost products in a project except when availability, health, qualify, safety, or price-competitive criteria are not met; and

WHEREAS, City of Shoreline Policy 200-F-04 Environmentally Preferable Purchasing Policy seeks to reduce the adverse environmental impact of City purchasing decisions by procuring goods, products, and materials that are consistent with the City’s environmental sustainability commitment, including considering the use of compost products in public project planning, soliciting, and reviewing bids consistent with RCW 43.19A.120; and

WHEREAS, with the passage of Engrossed Second Substitute House Bill (E2SHB) 1799 by the Washington State Legislature in 2022, now codified at RCW 43.19A.150, the City of Shoreline is now required to adopt a “Compost Procurement Ordinance” by January 1, 2023, so as to implement RCW 43.19A.120; and

WHEREAS, procurement of compost for government-funded public project assists the City in implementing the goals set for in the 2022-2024 Priority Environmental Strategies, including the reduction of solid waste (Zero Waste);

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

Section 1. Amendment to SMC Chapter 2.60 Purchasing. A new section, SMC 2.60.100 Environmental Purchasing is added to SMC Chapter 2.60 as set forth in Exhibit A.

Section 2. Corrections by City Clerk or Code Reviser. Upon approval of the City Attorney, the City Clerk and/or the Code Reviser are authorized to make necessary corrections to this Ordinance, including the corrections of scrivener or clerical errors; references to other local, state, or federal laws, codes, rules, or regulations; or ordinance numbering and section/subsection numbering and references.

Section 3. Severability. Should any section, subsection, paragraph, sentence, clause, or phrase of this Ordinance or its application to any person or situation be declared unconstitutional or invalid for any reason, such decision shall not affect the validity of the remaining portions of this Ordinance or its application to any person or situation.

Section 4. Publication and Effective Date. A summary of this Ordinance consisting of the title shall be published in the official newspaper. This Ordinance shall take effect five days after publication.

PASSED BY THE CITY COUNCIL ON _____, 2022.

Mayor Keith Scully

ATTEST:

APPROVED AS TO FORM:

Jessica Simulcik Smith
City Clerk

Margaret King
City Attorney

Date of Publication: , 2022
Effective Date: , 2022

ORDINANCE No. 976

EXHIBIT A

SMC 2.60.100 Environmental Purchasing - Compost

- A. For the purpose of this section “compost products” means mulch, soil amendments, ground cover, or other landscaping material derived from the biological or mechanical conversion of biosolids or cellulous-containing waste materials.
- B. The City shall plan for the use of compost for government-funded public projects in the following categories:
 - 1. Landscaping projects;
 - 2. Construction and postconstruction soil amendments;
 - 3. Applications to prevent erosion, filter stormwater runoff, promote vegetation growth, or improve the stability and longevity of roadways; and
 - 4. Low-impact development and green infrastructure to filter pollutants or keep water on-site, or both.
- C. The City shall determine whether it is, to the maximum extent economically feasible in performance of the work, to use compost in a public project. If compost can be utilized, the City shall require a department and/or each contractor with whom it contracts to use compost products. Exceptions to the use of compost are as follows:
 - 1. Compost products are not available within a reasonable amount of time;
 - 2. Available compost products do not meet existing standards for health, quality, and safety;
 - 3. Prices are not reasonable or competitive.
- D. The City shall give priority to purchasing compost products from companies that produce compost locally, are certified by a national recognized organization, and produce compost products that are derived from municipal solid waste compost programs and meet the quality standards comparable to standards adopted by the Washington State Department of Transportation or the Washington State Department of Ecology.
- E. On December 31 of even-numbered years, the City shall submit a report to the Washington Department of Ecology covering the previous year’s compost procurement activities. At the minimum, the report shall contain the following:
 - 1. The total tons of organic material diverted;
 - 2. The volume and cost of compost purchased by the City; and
 - 3. The source(s) of the compost purchased.
- F. The City Manager or designee is directed to develop strategies to inform residents and businesses about the value of compost and how the City uses compost in its operations.