

**CITY COUNCIL AGENDA ITEM**  
CITY OF SHORELINE, WASHINGTON

**AGENDA TITLE:** Motion to Authorize the City Manager to Obligate \$385,000 of Safe Routes to School Grant Funds for the Briarcrest Safe Routes Project  
**DEPARTMENT:** Public Works  
**PRESENTED BY:** Mark Relph, Public Works Director  
Tricia Juhnke, Capital Projects Administrator  
John Vicente, Capital Projects Manager  
**ACTION:** ☐ Ordinance ☐ Resolution ☒ Motion ☐ Discussion

**PROBLEM/ISSUE STATEMENT:**

Staff is requesting that Council authorize the City Manager to execute a Local Agency Agreement with the Washington State Department of Transportation (WSDOT) to obligate \$385,000 of Safe Routes to School Grant Funds for the Briarcrest Safe Routes Project.

In accordance with the City's purchasing policies, Council authorization is required for staff to obligate grant funds exceeding \$50,000. Additionally, WSDOT requires formal authorization of their contracts prior to execution. WSDOT administers federal funds awarded to the City of Shoreline. This grant provides for 100% of eligible costs.

**RESOURCE/FINANCIAL IMPACT:**

The primary revenue for this project is \$385,000 through the Safe Routes to School grant. The project also includes an additional \$23,000 in funding from the Shoreline School District and \$17,000 in Roads Capital Funds

The Briarcrest Safe Routes Project was included in the City's 2012-2017 Capital Improvement Program with a total project budget of \$425,000. The 2011 budget does not currently include this project; therefore, a separate budget amendment has been prepared for Council approval to begin design in 2011. The budget amendment is scheduled to be adopted on tonight's consent agenda.

**RECOMMENDATION**

Staff recommends that Council authorize the City Manager to Execute a Local Agency Agreement to Obligate Grant Funds totaling \$385,000 for the Briarcrest Safe Routes Project, including authorization of the Project Prospectus and any Addendums or Supplements required by the Washington Department of Transportation.

Approved By: City Manager gm City Attorney

## **INTRODUCTION**

The City was awarded a \$385,000 federal grant for constructing sidewalks near Briarcrest Elementary. Staff is requesting Council to authorize the City Manager to obligate these funds with the Washington State Department of Transportation.

## **BACKGROUND**

In early 2010, the Washington State Department of Transportation issued a "call for projects" for the 2011-2013 biennium for the Safe Routes to Schools Program. The submitted projects were reviewed, evaluated and scored based on established criteria. Projects needed to address education, enforcement, and engineering approaches to increase safety and the number of students walking or biking to school.

City staff met with the Shoreline School District and the Shoreline Police to discuss the options and alternatives to work together on this project and improve sidewalks in the vicinity of Briarcrest Elementary. The project was defined to construct two segments of sidewalk. The first segment would be on NE 158<sup>th</sup> Street from 25<sup>th</sup> Ave NE to the school. This route also connects the elementary school with the high school and middle schools located on 25<sup>th</sup> Ave NE.

The second segment serves pedestrians on 27<sup>th</sup> Ave NE south of the school from NE 150<sup>th</sup> to NE 155<sup>th</sup> Streets, plus a short segment on 150<sup>th</sup> between 27<sup>th</sup> Ave and the south edge of the school. In addition to the construction of sidewalks, the project includes a partnership between the Shoreline School District and Shoreline Police for educational programs to increase safety and walking, plus police enforcement in key locations.

The Department of Transportation received 124 Safe Routes to School projects, totaling approximately \$43 million. The Briarcrest Safe Routes project ranked 19<sup>th</sup> in the final evaluation and was granted \$385,000 out of \$11.8 million that was awarded to 30 projects.

Design for this project will begin in August 2011, after the funds are obligated. Construction is anticipated in summer of 2012.

## **COUNCIL GOAL ADDRESSED**

This project addresses Council Goal #2, "provide safe, efficient and effective infrastructure to support our land use, transportation and surface water plans." This project will meet this goal by constructing new sidewalks where pedestrians travel along shoulders or unimproved areas.

## **RESOURCE/FINANCIAL IMPACT**

Below is the financial summary for the Briarcrest Safe Routes Project.

	<b>2011 Budget<sup>1</sup></b>		<b>Total Project</b>	
<b>Project Costs</b>	<b>Est. Subtotal</b>	<b>Est. Total</b>	<b>Est. Subtotal</b>	<b>Est. Total</b>
Project Administration		\$50,000		\$95,230
Other Contracted Services	\$10,000		\$20,000	
City Costs	\$40,000		\$75,230	
Real Estate Acquisition				\$0
Construction				\$277,000
1% for Arts (est.)		\$0		\$2,770
<b>Total Costs</b>		<b>\$50,000</b>		<b>\$375,000</b>
<b>Project Revenue</b>				
Safe Routes to School	\$50,000		\$335,000	
Roads Capital Fund			\$17,000	
School District			\$23,000	
<b>Total Revenue</b>		<b>\$50,000</b>		<b>\$375,000</b>
<b>Project Balance (revenue- costs)</b>		<b>\$0</b>		<b>\$0</b>

The current 2011 budget does not include funding for this project. It was included in the adopted 2012-2017 Capital Improvement Plan with expenditures in 2011 and 2012. A separate budget amendment has been prepared for Council approval to begin design in 2011. This budget amendment is scheduled for the same July 25<sup>th</sup> Council meeting and includes several other projects beyond just the Briarcrest project. If the budget amendment is not approved, design will be delayed until 2012 and construction to 2013. This grant was awarded specifically to this project.

## **RECOMMENDATION**

Staff recommends that Council authorize the City Manager to Execute a Local Agency Agreement to Obligate Grant Funds totaling \$385,000 for the Briarcrest Safe Routes Project, including authorization of the Project Prospectus and any Addendums or Supplements required by the Washington Department of Transportation.

## **ATTACHMENTS**

Attachment A: Vicinity Map

<sup>1</sup> Requires approval of budget amendment

