

CITY COUNCIL AGENDA ITEM
CITY OF SHORELINE, WASHINGTON

AGENDA TITLE: Authorize the City Manager to Enter Into an Intergovernmental Agreement with the King Conservation District to Complete Urban Forest Health Assessments with Stewardship Plans in the Ballinger and Innis Arden Neighborhoods

DEPARTMENT: Parks, Recreation and Cultural Services

PRESENTED BY: Eric Friedli, PRCS Director
Maureen Colaizzi, Park Project Coordinator

ACTION: ☐ Ordinance ☐ Resolution ☒ Motion
 ☐ Discussion ☐ Public Hearing

PROBLEM/ISSUE STATEMENT:

In July 2015, the King Conservation District (KCD) announced the launching of a new Urban Forest Health Management program. KCD worked with member jurisdictions and other partners to build a program for urban forest stewardship including street trees, forested open space, and private backyards to enhance tree canopy cover and build green infrastructure in urban communities across King County. The City of Shoreline submitted a proposal to conduct neighborhood level urban forest health assessments and stewardship plans for open spaces in the Ballinger and Innis Arden Neighborhoods and the KCD Board of Supervisors approved the project. Before beginning work, an intergovernmental agreement between the City and KCD must be entered into. Council authorization is required on all intergovernmental agreements before they can be signed by City staff.

RESOURCE/FINANCIAL IMPACT:

Project costs including project management and technical planning services are provided by KCD staff and professional services contracts paid for and coordinated by KCD. The City of Shoreline agreed to allocate \$31,000 of the KCD Assessment/ Rates and Charges Collections towards this project. This funding would normally be collected by KCD for the City of Shoreline for the Member Jurisdictional Grant Program.

RECOMMENDATION

Staff recommends that Council authorize the City Manager to enter into an intergovernmental agreement with the King Conservation District to complete urban forest health assessments with stewardship plans in the Ballinger and Innis Arden Neighborhoods.

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

BACKGROUND

Shoreline is a community that has a passion around its urban forest, and the City has a goal to better manage this asset. To help achieve this goal, in 2013, Shoreline became a Tree City USA. To meet the qualifications for the Tree City USA designation, the City of Shoreline adopted Ordinance No. 617 and Ordinance No. 627 in 2012, which created the City' Tree Board and street tree regulations respectively.

The City also created an Urban Forest Strategic Plan (UFSP), with the goal of creating a high level, long-term strategy to establish priorities for an on-the-ground urban forest management program. The UFSP is a working document that outlines where Shoreline wants to go regarding its urban forest and ideas of how to get there. Part of the plan includes an overarching vision and mission statement under which all goals and strategies align. The vision is "a healthy and cohesive ecosystem that is valued and cared for through community stewardship".

In July 2015, KCD announced the launching of a new Urban Forest Health Management program. KCD began working with member jurisdictions and other partners to build a program for urban forest stewardship including street trees, forested open space, and private backyards to enhance tree canopy cover and build green infrastructure in urban communities across King County. KCD began connecting with member jurisdictional agencies (cities within King County) to learn more about their current urban forestry needs to determine how KCD can assist them.

The City of Shoreline completed a comprehensive questionnaire and submitted a letter of interest for an initial project proposal relating to public/private partnerships in urban forest stewardship. The project will conduct neighborhood level urban forest health assessments and stewardship plans for open spaces in the Ballinger and Innis Arden Neighborhoods. KCD contacted the City of Shoreline to explore developing a project proposal for further consideration.

The City of Shoreline submitted a full project proposal to KCD, which was reviewed and ranked by KCD's ad hoc urban forestry initiative Working Group. The KCD Advisory Committee concurred and the KCD Board of Supervisors approved the project for implementation in November 2015. Before beginning work, an intergovernmental agreement outlining the work must be signed by the City Manager. Council authorization is required on all intergovernmental agreements before they can be signed by City staff. The KCD contract is attached as Attachment A for your review.

DISCUSSION

The neighborhood-wide project proposes to work in two distinct neighborhoods (Ballinger and Innis Arden) to develop forest health assessment/management plans for four (4) public open space parks and seven (7) private forest reserves, stewardship plans for (7) public open space parks and a community stewardship program in collaboration with community partners for the public open space parks. The final scope of the project will depend on agreement between the Innis Arden Club and KCD about the extent of work to be permitted in the Innis Arden private reserves. The two neighborhoods selected for these initiatives are diverse in topography, ethnicity,

income, parcel size, and probably a range of other factors. This initiative will provide key information for the City to help implement our UFSP and work collaboratively with private property owners in the process. The initiatives outlined in Attachment A of the KCD Contract (and summarized below) will help set the stage for realizing the vision of Shoreline's UFSP.

Proposed Work:

- Forest health assessment and management plans for eleven (11) private and public open spaces in two neighborhoods;
- Stewardship plans for seven (7) public forested open spaces only; and
- Stewardship program to engage the community partners through training and restoration projects throughout all open spaces in both neighborhoods and to increase awareness of adjacent property owners' urban forest management.

City of Shoreline's Role in the Project:

- Coordinate and communicate with community partners regarding the project at each phase;
- Include the community partners at appropriate times to participate in stewardship planning and implementation;
- Meet regularly with KCD staff to ensure project flow and success;
- Provide City staff and resources to the project when needed, within scope;
- Commit a designated amount of KCD-City Partnership funds as agreed upon for the success of the project;
- Be responsible for costs such as restoration materials (including plants), events, and any professional contract work (e.g. hazard tree removal, engineering restoration work);
- Provide social and regular media coverage of the project and activity through the City's normal communication channels; and
- Develop/update a City Urban Forest Management Plan that integrates the project components to ensure these efforts are supported and sustained by the City.

COUNCIL GOAL(S) ADDRESSED

This KCD Urban Forest Health Management Program project supports City Council Goal No. 2: Improve Shoreline's utility, transportation, and environmental infrastructure, and specifically Action Step No. 5: Continue to implement the Urban Forest Strategic Plan by developing neighborhood urban forest management and stewardship plans and a community stewardship program in collaboration with community partners

RESOURCE/FINANCIAL IMPACT

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RECOMMENDATION

Staff recommends that Council authorize the City Manager to enter into an intergovernmental agreement with the King Conservation District to complete urban forest health assessments with stewardship plans in the Ballinger and Innis Arden Neighborhoods.

ATTACHMENTS

Attachment A: King Conservation District Contract with Scope of Work and Approved Project Costs

**AGREEMENT FOR PERFORMANCE
OF CONSERVATION SERVICES**

This Agreement is made between the King Conservation District Number 9, a municipal corporation in King County, Washington, located at 1107 SW Grady Way Suite 130 Renton Washington 98057 (referred to herein as “District”), and the City of Shoreline, a municipal corporation in King County, Washington, located at 17500 Midvale Avenue North, Shoreline WA 98133 (referred to herein as “City”), for the purposes set forth herein.

SECTION 1. RECITALS

1.1 Whereas, the District is a special purpose district organized and existing under authority of Chapter 89.08 RCW, which engages in certain activities and programs to conserve natural resources, including soil and water, which activities are declared to protect and promote the health, safety, and general welfare of the people of the state of Washington; and

1.2 Whereas, pursuant to RCW 89.08.400 and/or RCW 89.08.405, King County has authorized and imposed a system of assessments and/or a system of rates and charges to finance the activities and programs of the District; and

1.3 Whereas, pursuant to RCW 89.08.220, RCW 89.08.341 and/or Chapter 39.34 RCW, the District is authorized to enter into agreements with, or to furnish financial or other aid to, municipal entities and agencies (governmental or otherwise), or their designees, or any occupier of lands within the District, in order to carry out and facilitate the activities and programs of the District to conserve natural resources; and

1.4 Whereas, the District and City desire to enter into this Agreement for the purpose of the performance of the conservation projects described in ATTACHMENT A which will be funded by a portion of conservation assessment funds and/or rates and charges funds collected for the District as described in ATTACHMENT B.

SECTION 2. AGREEMENT

2.1 The District agrees to provide the labor and materials necessary in connection with the conservation projects described in ATTACHMENT A in the amount identified in ATTACHMENT B and referred to as the “Project Cost.” The District shall not be required to provide labor and materials above the approved Project Costs.

2.2 The District agrees to allocate a portion of the assessment / rates and charges funds received by the District in the amount identified in ATTACHMENT B toward payment of the Project Cost.

SECTION 3. GENERAL PROVISIONS

3.1 The District shall not by virtue of this Agreement acquire any proprietary or governmental interest in the projects described in ATTACHMENT A.

3.2 This Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective successors and assigns.

3.3 This Agreement constitutes the entire agreement between the parties with respect to the subject matter hereof and may be modified only by an agreement in writing signed by both parties. The parties contemplate that this Agreement may from time to time be modified by written amendment which shall be executed by duly authorized representatives of the parties and attached to this Agreement.

3.4 Each party warrants and represents that such party has full and complete authority to enter into this Agreement and each person executing this Agreement on behalf of a party warrants and represents that he/she has been fully authorized to execute this Agreement on behalf of such party and that such party is bound by the signature of such representative.

3.5 This Agreement shall be effective for the period January 1, 2016 through December 31, 2018. This Agreement shall remain in effect as noted unless terminated by either party by giving thirty (30) days prior written notice to the other party

DISTRICT:

By _____

Name _____

Title _____

Date _____

DISTRICT LEGAL COUNSEL:

By _____

Name _____

Title _____

Date _____

CITY:

By _____

Name _____

Title _____

Date _____

CITY ATTORNEY:

By _____

Name _____

Title _____

Date _____

ATTACHMENT A

**City of Shoreline
Neighborhood Urban Forest Stewardship Program
Project Scope of Work and Timeline**

The City proposes working in two distinct neighborhoods (Ballinger and Innis Arden/Richmond Beach/Richmond Highlands) to develop management plans for four (4) public open space/parks and seven (7) private forest reserves, stewardship plans for seven (7) public open space/parks, and develop a community stewardship program in collaboration with community partners.

Proposed work:

1. Forest health assessment and management plans for eleven (11) private and public open spaces in two neighborhoods
2. Stewardship plans for seven public forested open spaces only.
3. Stewardship program to engage the community partners through training and restoration projects throughout ALL open spaces in both neighborhoods and to increase awareness of adjacent property owners' urban forest management

Engaged community partners:

King County Housing Authority, Center for Human Services, Mountains to Sound Greenway Trust, EarthCorps, Innis Arden Club Reserve, Shoreline Community College, Ballinger Neighborhood Association, Richmond Highlands and Richmond Beach Neighborhood Associations

1. Forested Open Space Assessment & Management Plans

March – May 2016

Perform urban forest assessment and develop management plans for **Public** (Brugger's Bog Park - 4 ac., Ballinger Open Space - 2.63 ac., Innis Arden Reserve M - 23 ac., and Strandberg Preserve - 2.58 ac.) and pending agreement with the Innis Arden Club, **Private** (Bear, Blue Heron, Boeing Creek, Coyote, Eagle, Grouse and Running Water Reserves in Innis Arden Neighborhood ~ 60 acres) forest areas

- Create baseline maps of project sites
- Perform field reconnaissance to note forest composition, structure and health, identify stand or habitat types, note understory vegetation, and presence and occurrence of invasive plant species - including adjacent properties.
- Write a forest management plan to discuss current conditions and provide recommendations for future management for forest health.
- Produce final map to delineate stand or habitat types and identify sensitive areas and invasive species colonies.

2. Stewardship Plans

May - July 2016

Develop stewardship plans for seven public spaces (Ballinger Open Space – 2.63, Boeing Creek Open Space – 4.41, Boeing Creek Park – 33.45, Bruggers Bog – 4.36, Innis Arden Reserve M – 22.94, Richmond Beach Saltwater Park – 32.06, Shoreview Park – 46.65 = 146.5 acres) which entails reference to management plans and identify priority activities (what), recommended party to do the action - partners (who and how), recommended timeline (when).

3. Community/Neighborhood Stewardship Program

August 2016 - 2017

Engage the community of Ballinger, Richmond Highlands and Richmond Beach Neighborhoods for public open space stewardship (and adjacent private property owners). Determine a budget for a community stewardship program; provide outreach and coordination of volunteers, events, and community stewardship training. Coordinate with Mountains to Sound Greenway Trust and EarthCorps.

City of Shoreline Role:

- Coordinate and communicate with community partners regarding the project at each phase.
- Include the community partners at appropriate times to participate in stewardship planning and implementation.
- Meet regularly with KCD staff to ensure project flow and success.
- Provide City staff and resources to the project when needed, within scope.
- Commit a designated amount of KCD-City Partnership funds as agreed upon for the success of the project.
- Be responsible for costs such as restoration materials (including plants), events, and any professional contract work (e.g. hazard tree removal, engineering restoration work).
- Provide social and regular media coverage of the project and activity through the City's normal communication channels.
- Develop/update a City Urban Forest Management Plan that integrates the project components to ensure these efforts are supported and sustained by the City.

ATTACHMENT B

APPROVED PROJECT COSTS

Project costs include project management and technical planning services provided by King Conservation District staff, and professional services contracts coordinated by the District. The total approved project cost and sources of project funding are summarized below:

Summary:

Project Cost	\$82,060.00
KCD UFHM Program Funds	\$51,060.00
Credit against City Allocation	\$31,000.00
Cash Match (if applicable)	None

The final costs of the project may vary depending on the actual cost of the services provided. The District shall not be required to provide labor and materials above the approved Project Costs. The parties agree that a portion of the Project Costs will be funded through a credit against the City's allocation from the King Conservation District Special Assessment and Rates & Charges collections set aside for projects in partnership with the City, which shall not exceed the amount identified above as the "Credit against City Allocation" without the advance written approval of the City. The District will keep the City informed about the actual project costs and the District will coordinate with the City to amend this Agreement to authorize any increase in the approved Project Cost.