

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

<b>AGENDA TITLE:</b>	Community Beautification Awards Presentation
<b>DEPARTMENT:</b>	City Manager's Office
<b>PRESENTED BY:</b>	Eric Swansen, Senior Management Analyst <i>ES</i>

**EXECUTIVE / COUNCIL SUMMARY**

Staff will be making a brief 10-minute slide presentation to unveil the award winning entries from the 1999 City Council Beautification Awards. The awards recognize exceptional development projects lawfully constructed in the City since July 1<sup>st</sup>, 1998. Each award winner will receive an engraved acrylic award from the Mayor.

Nominations were received during a three-week period ending August 2<sup>nd</sup>. Residents were invited to take part in the nomination process from articles in the Shoreline Currents Newsletter and the City's web site. In addition, nomination forms were available at police storefronts, City Hall, and the Planning and Development Services Counter. Planning Academy members also received nomination forms.

Nominated projects fit into four categories: Commercial, Multi-family, Residential and an Open Category. The Open Category allows for special features, such as exceptional landscaping, water fountains, or artwork, to be recognized as part of this process. A panel of judges, consisting of a member of the business community, a Shoreline resident and an architectural/design professional reviews each project nominated.

This year's judges included: Sherwood Sage (owner of Ork Floor Care), Dr. Bill Schnall (Shoreline resident and past residential award winner) and Anna Kolousek (from the City's Planning and Development Services Department).

Approved By: City Manager *LB* City Attorney *JA*

**SHORELINE CITY COUNCIL  
SUMMARY MINUTES OF WORKSHOP MEETING**

Monday, August 16, 1999  
6:30 p.m.

Shoreline Conference Center  
Mt. Rainier Room

PRESENT: Mayor Jepsen, Deputy Mayor Montgomery, Councilmembers Gustafson, Hansen, King, Lee and Ransom

ABSENT: None

1. CALL TO ORDER

The meeting was called to order at 6:34 p.m. by Mayor Jepsen, who presided.

2. FLAG SALUTE/ROLL CALL

Mayor Jepsen led the flag salute. Upon roll by the City Clerk, all Councilmembers were present with the exception of Councilmember Lee, who arrived at 6:35 p.m., and Councilmember Ransom, who arrived at 6:40 p.m.

3. CITY MANAGER'S REPORT

City Manager Robert Deis introduced Bill Conner, the new Director of Public Works. Mr. Deis also reminded Council of next week's dinner with the Shoreline School Board.

Wendy Barry, Director of Parks, Recreation, and Cultural Services, described the activities planned for Saturday's *Celebrate Shoreline*. Councilmember Ransom referred to issues that arose last year regarding a vendor who was not part of the City's event. Ms. Barry said the City has authorized certain vendors this year, and no others have asked to participate.

Police Chief Sue Rahr distributed a draft letter to John Hull, a citizen who testified at two Council meetings regarding traffic stops by the Shoreline Police.

Councilmember Hansen doubted that the response will be considered adequate, but he felt that unless a pattern of abuse was indicated by more people raising this issue, he would consider it an administrative matter. Councilmember Gustafson concurred.

Councilmember Lee noted that the letter did not detail the specific infractions for which Mr. Hull was stopped. Chief Rahr explained the reasons for the stops.

behavior on Mr. Hull's part justified the stops and to make clear that the police consistently stop drivers exhibiting those behaviors.

In conclusion, Mr. Deis distributed a memo to Council providing background on the comments of another citizen, Donna Hull, who spoke regarding the cost of right-of-way permit fees. He noted the fee is based on an average time spent for a permit and pointed out that much more time has been spent on her case.

#### 4. COUNCIL REPORTS

Councilmember King reported on events and meetings she attended. She noted that the Kenmore and Lake Forest Park City Councils are meeting on August 30 to discuss the Regional Wastewater Plan and that they have invited the Shoreline City Council to attend.

Deputy Mayor Montgomery commented that the Sound Transit Board is considering bringing light rail to Northgate and more transit service to the Shoreline area.

Councilmembers Hansen and Ransom also reported on events they had attended, including the Aurora Improvement Council (AIC) meeting.

Councilmember Ransom noted comments at the AIC meeting that a continuous median on Aurora Avenue will present problems for service delivery trucks turning into businesses. He mentioned that Lynnwood has six-foot sidewalks and no median along Highway 99 for this reason.

#### 5. PUBLIC COMMENTS

(a) Dennis Lee, 14547 26<sup>th</sup> NE, called attention to an open ditch along 27<sup>th</sup>, pointing out that children walking to Briarcrest Elementary School must cross the street two or three times to avoid the ditch and stay on the sidewalks. He said this happens elsewhere as well. He asked that Council discuss this issue with the School Board and consider covering ditches in strategic places to create a continuous walking path. He suggested the prioritization of capital improvement funding with this in mind.

(b) Charlotte Haynes, 836 NE 194<sup>th</sup>, distributed information on what other cities have done to beautify their streets. She suggested that in North City the planters be placed closer to the curbs and the hanging baskets lowered for better visual effects. She also asked that something be funded in the Capital Improvement Program (CIP) to address North City business district needs.

(c) Carl Stokes, 14702 8<sup>th</sup> Ave. NE, commented on the speed of traffic on 8<sup>th</sup> Ave. He asked that a permanent solution be provided to avoid accidents.

#### 6. WORKSHOP ITEMS

Rob Beem, Health and Human Services Manager, reviewed the work done on Council's goal related to youth services. Key issues for youth services include the overall availability of services, Eastside teens' access to Late Nite, the role of the City in youth services, and how to implement this role. Mr. Beem described the responses to the survey sent to youth providers and the outcomes of the forum of providers convened on May 11, 1999. He concluded that much effort in Shoreline is going into youth services but there are issues related to getting people into programs and some barriers to access. Some programs are available and well-used; some are reliable but hard to locate; some are available only on a limited basis, and some, such as dental care and a community center, are completely missing. Providers suggest improved coordination and construction of a community-wide system with better information.

Continuing, Mr. Beem said staff specifically recommends continuation of the Eastside Late Nite Teen Program through a partnership with Lake Forest Park and a contract with the YMCA. He concluded that the work plan includes developing a Health and Human Services Strategy, a Parks and Cultural Services Strategic Plan, and refinement of the City's specific roles in youth services.

Mr. Beem made a distinction between earlier youth programs, which focused on making youth problem free, and the newer emphasis on helping youth become problem free but also fully prepared for a successful adult life. He said the City will continue encouraging interactions between providers and spend the fall developing a framework for a system of services. This will be brought back to Council early next year.

Mayor Jepsen informed Council that Mayor Hutchinson of Lake Forest Park has asked his staff to work with Shoreline to develop a funding approach for the Eastside teen program. Mayor Jepsen supported this effort.

Responding to Mayor Jepsen, Mr. Beem said right now he cannot be specific about what the City will do in its role as a facilitator. The specifics will evolve over time and be continually refined. He said the current funding strategy is tied to the framework of the Human Services Strategy and will probably be even more consistent with it next year. Responding again to Mayor Jepsen, he said staff will also evaluate the one-year versus two-year funding approach for human services.

Responding to Councilmember Gustafson, Mr. Beem said young people did not participate in the provider forum. He said one part of the plan is to look at the City's role in a Youth Council. Councilmember Gustafson commented that youth involvement in the planning process is an important component.

Responding to Councilmember Gustafson's question about current needs, Mr. Beem said what is missing right now is knowledge about what services are available. Councilmember Gustafson agreed that it is a significant effort to provide this information.

family/youth-centered services. He also supported the concept of partnerships and said the City's leadership role vis-à-vis the School District must be further considered. He felt this is a good time to get the School District staff more involved. He supported staff's recommendation to continue the Eastside teen program and concluded that staff is moving in the right direction.

Councilmember King suggested the Boys and Girls Club could be brought to Shoreline. She thought that perhaps businessman Ken Hasley might be willing to become involved in this because of his past involvement with youth programs in other areas.

Responding to Councilmember King, Mr. Deis said Shoreline is ramping up much faster in human service provision than other new cities.

Councilmember Lee commented that a discrepancy still exists between the desired outcomes of the City Health and Human Services Study and the needs in Shoreline. She emphasized the importance of meeting these basic needs. She wanted the City to be an umbrella organization to provide information and referrals.

Responding to Councilmember Lee's question about concrete results she can expect to see in three years as a result of moving in the recommended direction, Mr. Beem said there will certainly be better information about how to access youth services. He said he did not know other tangibles yet.

Councilmember Gustafson noted that statistics show vandalism and juvenile delinquency occur between the hours of 3:00 and 7:00 p.m., yet the Shoreline School District has historically cut back on after-school activities. In contrast, the Mukilteo School District put \$225,000 into after-school programs. He emphasized the role of the schools in addressing youth and family issues, and he asserted that the Shoreline School District should look at these issues. Mr. Beem mentioned that three northend school districts, including Shoreline, received a grant for after-school programs.

Councilmember Gustafson concluded that Meridian Park School was built as a community center of sorts, and that Council should discuss this with the School Board Monday night.

#### (b) Community Development Block Grant Interlocal

Mr. Beem explained the analysis of the requirements for the City to administer its Community Development Block Grant (CDBG) entitlement, as opposed to entering into a Joint Agreement with King County to administer the program. He said staff feels that Shoreline receives excellent service as a member of the King County Consortium and that it has a good degree of flexibility to make its own decisions.

Responding to Mayor Jepsen about the County charge to administer the entitlement, Mr. Beem said his analysis showed how much revenue came to Shoreline under the two

estimated that the County would charge about 11 percent to administer Shoreline's entitlement.

Councilmember Hansen asked whether Mr. Beem's conclusions would have been the same if the City received closer to the maximum amount from the Department of Housing and Urban Development (HUD) rather than the minimum, upon which staff's analysis was based. Mr. Beem said even at the higher figure, it would not pay for the City to administer the program itself.

Councilmember Hansen clarified that Shoreline would still participate in the Consortium, but through a Joint Agreement rather than as a pass-through city. He noted that if the City were to withdraw from the Consortium in the future, it would not get back the money advanced through the home repair loan program.

Continuing, Councilmember Hansen asked why Bellevue and Auburn administer their own entitlements. Mr. Beem responded that these cities began doing this before the Consortium was fully developed and, thereby, built up the internal capabilities over time to administer their programs. He said he would recommend against the City administering the program itself, even if the savings from such self-administration resulted in sufficient savings to hire a program administrator.

Mayor Jepsen concurred with the recommendation but said he would like to revisit this issue in two years.

Councilmember Lee wished to ensure that Shoreline's needs are addressed in the Consortium's planning. Mr. Beem responded that the program has not prohibited Shoreline from making decisions about programming and that it provides flexibility that the City has not yet used. He said Shoreline businesses have access to a larger pool of loan funding through the City's membership in the Consortium than they would through the City's funding alone.

Councilmember Gustafson supported the recommendation but agreed this could be revisited later.

Councilmember Ransom clarified that the services provided to the public will be about the same as in past years.

Mayor Jepsen suggested that staff negotiate a clause in the joint agreement to protect Shoreline's collection of the HUD money distributed through the home repair program. He said that although the amount to come back to Shoreline is small now, this amount will grow and there should be a stipulation that the money is returned to Shoreline.

(c) Neighborhood Traffic Safety Program

process recommended for the Neighborhood Traffic Safety Program (NTSP). She noted that during the development of the CIP, citizens emphasized the importance of addressing improvements in neighborhood safety through a comprehensive program, so funding for development of the NTSP was included. Goals for the NTSP are improvement of safety, ease of understanding of the program, wise use of City financial and staff resources, consistent treatment of all neighborhoods, reliance on neighborhood cooperation and coordination, not pushing the problems of one neighborhood into another, and consideration of emergency response times. She said other goals may be added through the public involvement process.

Ms. Stouffer-Overleese outlined the three common program elements in most NTSPs: 1) education; 2) enforcement; and 3) engineering. These may or may not be utilized in Shoreline. She then described the proposal to appoint a Citizen Advisory Committee (CAC) of five individuals, two to be nominated by the Council of Neighborhoods and the others selected by staff after a public recruitment process. There will also be a Technical Advisory Committee made up of representatives from the Shoreline Police and Fire Departments, School District, King County METRO, the development community and City staff. Two open houses are also proposed, one in September and one in the winter to consider the draft NTSP. She concluded that this recommendation was reviewed and supported by the Council of Neighborhoods.

Councilmember King recommended the consideration of brick pedestrian crossings as traffic calmers. Staff agreed that this will be on the table for consideration.

Responding to Councilmember Lee, Ms. Stouffer-Overleese said there is funding in the CIP for program development. Mr. Deis added that the purpose of the program is to identify which tools are applicable in which situations. There must be a prioritization process so that the funding in the CIP will address the most pressing problems.

Councilmember Lee suggested changing the policy on neighborhood mini-grants so that this funding could go to traffic problems. Mr. Deis commented that there is a limit to what \$5,000 can do.

Mayor Jepsen emphasized the importance of having the NTSP parallel what is required by the new street standards.

Councilmember Ransom felt it would be more appropriate if the CAC were appointed by Council upon recommendation by a subcommittee of the Council. He also suggested a seven-member committee.

Mr. Deis said the staff appointment approach was recommended to speed up the process and to ease the Council workload.

Councilmember Ransom felt it is important to have Council involved in the appointment of citizen committees.

extensive recruitment process, and Mr. Deis added that if there is a great deal of interest in the CAC, staff would consider adding additional people.

There was consensus by the other Councilmembers that an administrative selection process is suitable and that the membership of the committee could be expanded if the City receives a significant number of applications.

(d) Second Quarter Financial Report

Joe Meneghini, Finance Director, briefly reviewed the highlights of the Second Quarter Financial Report, noting that both resources and expenditures are tracking much as expected. He noted that activity in Development Services is somewhat lower than expected, thus lowering both expenditures and revenues.

Councilmember Ransom pointed out that gambling revenue is expected to be approximately \$1.3 million higher than the 1999 budgeted amount. He also pointed out the amount of money saved in capital funds over the past two years.

Mayor Jepsen commented that the significant savings from this year and last year can be quickly eaten up by the loss of revenue if I-695 passes. The City has operated in a fiscally conservative manner but this would not cover these losses.

Councilmember Hansen believed that the State has a surplus of approximately the same amount as revenue to be lost if I-695 passes, so he felt the State could reimburse the cities for their losses.

Councilmember Lee questioned how dependable gambling tax revenue will be in the long run as a revenue source.

Councilmember Hansen wished to consider at the budget retreat whether there should be additional annual contributions to the reserve fund. He also felt that interest revenue earned by that fund should remain in the reserve fund. Mr. Deis said staff will address all these issues at the retreat.

7. CONTINUED PUBLIC COMMENTS: none

8. ADJOURNMENT

At 9:06 p.m., Mayor Jepsen declared the meeting adjourned.

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Sharon Mattioli  
City Clerk



**SHORELINE CITY COUNCIL  
Summary Minutes of 2000 Annual Planning and Budget Retreat**

Friday, August 20, 1999  
5:00 p.m.

Edmonds Floral Centre  
201 Fourth Avenue N, Edmonds, WA

**PRESENT:** Mayor Jepsen, Deputy Mayor Montgomery, Councilmembers Gustafson, Hansen, King, Lee and Ransom

**ABSENT:** None

**STAFF:** Robert Deis, City Manager; Larry Bauman, Assistant City Manager; Joe Meneghini, Finance Director; John Hawley, Senior Budget Analyst; Kristoff Bauer, Assistant to the City Manager; Eric Swansen, Management Analyst; Tim Stewart, Planning and Development Services Director; Wendy Barry, Parks, Recreation and Cultural Services Director; Bill Conner, Public Works Director; Steve Oleson, Budget Analyst; Mike Gillespie, City Engineer; and Rob Boem, Health and Human Services Manager.

The meeting was called to order at 5:20 p.m. All Councilmembers were present.

1. Budget Retreat Memo

Robert Deis, City Manager, reviewed the agenda for the retreat, noting that this year the annual budget retreat and the annual goal-setting retreat have been combined.

2. Update 1999-2000 Workplan Progress

- *Develop and adopt new codes that implement the policies of the Comprehensive Plan*

Tim Stewart, Planning and Development Services Director, reported on progress made regarding this goal and the work needed to complete the balance of the plan. Council discussed aspects of the work underway to complete the City's Development Code.

- *Create and implement an aggressive economic development effort*

Mr. Stewart described the overall approach of staff in developing the City's economy. Council discussed specific elements of the staff's economic development efforts on properties throughout the City.

- *Determine which City services to provide*

the retreat.

- *Define City's role in supporting youth vis-à-vis other providers*

Rob Beem, Health and Human Services Manager, explained the work plan for completing this goal, noting a report will be coming back to Council in January 2000. Council discussed elements and impacts of the City's decisions about roles for specific programs and services.

- *Advance CIP, Aurora Predesign, and Interurban Trail*

Mike Gillespie, City Engineer, described recent progress, next steps and the status of several key elements of the City's Capital Improvement Program: Aurora Corridor, Interurban Trail, drainage projects at Ronald Bog and 3<sup>rd</sup> Ave. NW; and the Parks Master Plans. Council asked questions about funding sources and timelines for specific projects. Grant opportunities were discussed.

- *Continue to strengthen intergovernmental relations*

Mr. Deis provided a brief update on continuing activities to enhance relationships with various governmental partners, and Mayor Jepsen also described efforts in which he is directly involved.

- *Develop a subarea plan for North City*

Mr. Stewart described current plans to facilitate a more detailed subarea plan for North City, including both commercial and adjacent residential areas. Council expressed interest and support for the design plans and scope of the project.

- *Develop a code enforcement program reflective of City values*

Referring back to the July 19 workshop on this topic, Mr. Stewart said that staff is now in the process of developing the program option supported by Council. He also described the concept of developing a revolving abatement fund.

Mayor Jepsen suggested that Community Development Block Grant funding be included for possible use to improve housing and commercial properties.

- *Accelerate City Hall planning*

Mr. Deis explained the current schedule in working with other public entities to determine interest in developing a joint space needs study for facilities.

### 3. Overview of the City's Financial Position

Mr. Deis provided an overview of 1999 year-end projects for revenues and expenditures. He explained the reduced size of the 1999 ending fund balance and the sources of revenues that have caused lower ending balances for this year.

- 2000 Preliminary Revenue Forecast

Joc Meneghini, Finance Director, reported on the year 2000 revenue and carryover forecast. Answering questions from Council, he explained legal limits on the growth of property tax revenues.

- Gambling Tax Issues

Mr. Deis explained the volatility of gambling tax revenues and the fact that the State legislature has the power to restrict the taxing authority of cities. Council discussed various options for allocating expenditures of revenues.

- Preliminary Review of Additional 2000 Funds for Existing and Emerging Issues

John Hawley, Senior Budget Analyst, explained assumptions of funds applied for expenditures in the year 2000. Based on these assumptions, there will be approximately \$408,000 in additional revenues to be used for emerging issues within the budget. Revenues in excess of this level and the addition of the beginning fund balance would allow a transfer of approximately \$4 million for one-time investments or to the Capital Fund.

#### 4. Existing and Emerging Issues Affecting 2000

Mr. Deis detailed the emerging issues that could impact the budget for one-time or ongoing expenditures.

Mr. Hawley explained Development Services cost recovery issues and what level of permit fee adjustment would be needed to achieve Council's 80-percent cost recovery objective. Council discussed whether code preparation and amendment costs should be included in the total expenditure used as a basis for the calculation of the 80-percent recovery rate. There was consensus to target 80 percent of direct development-related activities only.

Steve Oleson, Budget Analyst, discussed parks user fees and pricing policy.

Wendy Barry, Parks, Recreation and Cultural Services Director, explained that a formal parks user fee policy discussion will be brought to Council following review by the Parks, Recreation and Cultural Services Advisory Committee.

for claims where no coverage exists from the insurance carrier, Washington Cities Insurance Authority.

Staff briefly discussed emerging issues related to utilities, parks maintenance, public works development, and funding for outside organizations.

5. Council's Input on Emerging Issues

Council identified additional emerging issues, including:

- partnering with the School District on a retention pond needed for future development of recreational facilities at the Shoreline Center;
- additional land acquisition for Paramount Park;
- additional capital projects
  - greenway trails and open spaces linking City parks;
  - Echo Lake park property acquisition;
  - North City property owned by Seattle City Light at 185<sup>th</sup> St. and 10<sup>th</sup> Ave. NE;
- North City improvements
- economic development incentive capital fund.

There was consensus to continue discussion of this item in the morning.

6. Adjournment

The meeting adjourned at 10:00 p.m.

Saturday, August 21, 1999  
8:00 a.m.

Edmonds Floral Centre  
201 Fourth Avenue N, Edmonds, WA

PRESENT: Mayor Jepsen, Deputy Mayor Montgomery, Councilmembers Gustafson, Hansen, King, Lee and Ransom

ABSENT: None

STAFF: Robert Deis, City Manager; Larry Bauman, Assistant City Manager; Joe Meneghini, Finance Director; John Hawley, Senior Budget Analyst; Kristoff Bauer, Assistant to the City Manager; Eric Swansen, Management Analyst; Bill Conner, Public Works Director; Wendy Barry, Parks, Recreation and Cultural Services Director; and Steve Olsson, Budget Analyst

5. Council's Input on Emerging Issues (con't)

The Council added to its list of emerging issues:

- expansion of the Shoreline Pool and parking;
- a second gymnasium (multi-purpose community and recreation center) at Shoreline Center;
- Community and Government Relations or Customer Response Team (CRT) outreach within ethnic communities
- develop and equip a video studio at Shoreline Center;
- donations programs
  - public arts programs
  - other (land, etc.)
- emergency preparedness
- Water District

1. Initiative 695 - Issues and Impacts

Mr. Hawley described the projected impacts to the City's budget for years 2000 and 2001 if I-695 is approved by voters on November 2<sup>nd</sup>.

Mr. Deis explained that State legislative responses to tax initiatives of this sort in California and Oregon did not provide thorough and early relief for cities that lost substantial amounts of funding.

Councilmember Hansen raised a number of questions and made comments about how the initiative would be implemented if approved.

Mr. Oleson reviewed potential additional revenues that could offset losses if I-695 is approved.

Mr. Meneghini described examples of potential reductions that may be used for departmental services and programs if I-695 is approved.

Mr. Deis summarized the impacts to the City's service level if cutbacks are required in response to I-695. He also discussed revenue options for year 2000. A budget will be developed that will assume that I-695 does not pass, since it must be submitted to Council prior to the election. However, that budget will also identify potential cutbacks if the initiative is approved.

Council discussed options for revenues and expenditures for the 2000 budget.

2. Criteria for 2000 Budget Decision-Making

Mr. Deis reviewed the criteria used for the 2000 proposed budget. He also reviewed criteria for making cuts that may be needed to respond to revenue losses if 1-695 passes. Council discussed the criteria and how they would be applied in making reductions to existing services.

3. Municipal Services Strategic Plan

Mr. Deis introduced the project staff developed in creating an analytical framework for determining what roles the City should or should not fill in providing services in the community. The concept involves running a comprehensive list of potential services through a rigorous list of criteria.

Council discussed potential involvement of the Council of Neighborhoods in reviewing the strategic plan.

4. Review and Refine the Workplan for 1999-2000 and Identify Budget Implications

Mr. Deis asked if Council wanted to make any changes to its existing workplan. Council discussed an interest in looking at various CIP opportunity projects for parks, economic development, etc.

5. Debrief 1999 Budget Process/Develop Review and Approval Process for 2000

Mr. Meneghini reviewed last year's process and asked for Council direction on how many workshops may be needed this year. Council expressed satisfaction with the basic process used for the 1999 budget adoption. There was consensus to schedule three workshops and to see if the review can be completed in two.

6. Adjournment

The meeting was adjourned at 12:50 p.m.

Larry Bauman  
Assistant City Manager

**SHORELINE CITY COUNCIL  
SUMMARY MINUTES OF JOINT DINNER MEETING**

Monday, August 23, 1999  
6:00 p.m.

Shoreline Conference Center  
Highlander Room

*Shoreline City Council*

**PRESENT:** Mayor Jepsen, Deputy Mayor Montgomery, Councilmembers Gustafson, Hansen, King, Lee and Ransom

**ABSENT:** None

**STAFF:** Robert Deis, City Manager; Kristoff Bauer, Assistant to the City Manager; Wendy Barry, Director of Parks, Recreation and Cultural Services

*Shoreline School Board*

**PRESENT:** President Grace, Vice President Parsons, Board members Bryce, Giboney and Robinson

**ABSENT:** None

**STAFF:** Dr. Marlene Holayter, Superintendent of Schools; Gil Noble, Deputy Superintendent for Management/Technology; Debra Hillary, Human Resources Director; Diane Jenkins, Clerk of the Board

The meeting convened at 6:20 p.m. All Councilmembers were present with the exception of Councilmember Ransom, who arrived later in the meeting. All School Board members were present.

City Manager Robert Deis gave a presentation regarding planned improvements related to the Shoreline Pool. Initial discussion focused on the preferred alternative for construction of additional parking adjacent to the pool.

Parks, Recreation and Cultural Services Director Wendy Barry clarified that part of the proposed parking would require an easement from the School District. Mr. Deis went on to describe three development options being discussed for the pool. There was general discussion regarding additional parking issues that may arise as part of further pool development and regarding potential impacts to adjacent facilities.

Mr. Deis gave a presentation regarding the master planning process for the Paramount School Park.

Advisory Committee for considering alternatives for developing the park.

Responding to Vice President Parsons, Mr. Deis clarified that any proposed improvements would need the approval of the District; and that should the District then reclaim the park property, it would be required to reimburse the City for the amortized cost of any displaced improvements.

Assistant to the City Manager Kristoff Bauer gave a short update regarding efforts to site and construct a skate park within the City.

Mr. Deis gave a presentation regarding three options under consideration for improving the Richmond Highlands Center. He mentioned that one of the options under consideration included improvements to the gymnasium complex at the Shoreline Center and lesser improvements to the Richmond Highlands Center.

Vice President Parsons raised concerns regarding City investment in the District's gymnasium complex taking resources from potential development of the Richmond Highlands Center. Mayor Jepsen responded that some community members would welcome less development of the Richmond Highlands Center.

Board member Giboney stated her support for joint development of the gymnasium complex. Councilmember Gustafson echoed her support, and he provided additional information and suggestions regarding potential joint development of community assets.

Board member Bryce expressed the opinion that school buildings should not be dark at night, but should be used by the community; and that such use of school facilities would support state funding for school buildings.

Board member Robinson expressed the belief that Meridian Park Elementary was designed for community use and that obstacles to that use should be resolved. He also supported finding simple solutions to parking and security concerns related to community use of school buildings.

Mayor Jepsen raised the issue of King County's Youth Council proposal. He related discussions with Mayor Hutchinson of Lake Forest Park on this topic and expressed concern about ambiguities in the purpose and function of this group.

Board member Giboney expressed the belief that the function of this group would depend on the interests of the participants and that it was the District's role to assist the group in developing interest areas. She added that King County Councilmember Maggi Fimia is in the process of hiring a coordinator to support this group in developing its interests.

Dr. Marlene Holayter, Superintendent of Schools, expressed her support for the Youth Council proposal. She went on to express her concern that it is unclear how the activity would enrich the learning of the students involved.



needs of the City and the District for input from community youth.

Mayor Jepsen inquired whether this proposal was for the purpose of providing input on policy or simply an educational tool for the youth involved. Vice President Parsons responded that it should be used as a tool for making good decisions.

Councilmember Gustafson stated that the City Council and School Board should agree on the purpose for the Youth Council. Vice President Parsons responded that perhaps the Youth Council or King County should tell the Council and the Board what the role of the Youth Council will be.

Superintendent Holayter suggested that both the City and the District should be engaged in the County's process for hiring a coordinator for the Youth Council. Mr. Deis added that adults need to set parameters and provide adequate support and that these issues should be clarified prior to the implementation of the program.

President Grace expressed concern regarding how this new program would relate, and potentially interact, with existing programs and activities.

Councilmember Ransom arrived at 7:10 p.m.,

Mayor Jepsen supported Superintendent Holayter's suggestion regarding involvement in the County's hiring process. Superintendent Holayter suggested that the City's Health and Human Service's Manager, Rob Beem, should assist in the development of the job description for this position.

There were general comments of support and desires for more specific information on the costs and purpose of the program. Superintendent Holayter committed to contact Councilmember Fimia.

There were general comments regarding progress on the Joint Use Agreement being developed between the City and the District. Both Mr. Deis and Superintendent Holayter expressed the belief that the agreement was close to completion.

President Grace distributed a pamphlet on community learning titled "Learning Together."

The meeting adjourned at 7:20 p.m.

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Kristoff Bauer  
Assistant to the City Manager

**SHORELINE CITY COUNCIL  
SUMMARY MINUTES OF REGULAR MEETING**

Monday, August 23, 1999  
7:30 p.m.

Shoreline Conference Center  
Mt. Rainier Room

**PRESENT:** Mayor Jepsen, Deputy Mayor Montgomery, Councilmembers Gustafson, Hansen, King, Lee and Ransom

**ABSENT:** None

1. **CALL TO ORDER**

The meeting was called to order at 7:30 p.m. by Mayor Jepsen, who presided.

2. **FLAG SALUTE/ROLL CALL**

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

3. **REPORT OF CITY MANAGER**

City Manager Robert Deis distributed an electronic mail message from Seattle Mayor Paul Schell regarding Sound Transit.

After Mr. Deis provided some background on the issue of the Seattle City Light franchise, Kristoff Bauer, Assistant to the City Manager, discussed actions of the Seattle City Light Rate Advisory Committee. He then described Shoreline's options in dealing with the Seattle rate-setting process. He said Seattle staff is pushing for the maximum rate increase allowed under the rate-differential cap, and Shoreline staff has concerns about the way this process has unfolded. These concerns include: 1) the possibility of an eight-percent differential on rates (which translates to a four-percent rate increase for Shoreline customers) on top of a potential five-percent increase in rates for all customers; 2) having Shoreline seen by other suburban cities as the reason for the rate increase; and 3) difficulties with the implementation of street lighting and/or undergrounding policies because of rate increases.

Continuing, Mr. Bauer outlined four potential courses of action:

- continue to participate in the Seattle rate-setting process;
- continue to participate in the Seattle rate-setting process but challenge the surcharge under State rate-making restrictions at the conclusion of the process;
- seek to coordinate increased advocacy with other suburban cities; and
- seek changes in State tax law to replace the contract payment.

Mr. Bauer recommended working with other suburban customers to raise awareness of the issue and advocating to Seattle's Mayor and City Council as a rate proposal goes forward.

Mayor Jepsen suggested that the second and third options "make the most sense." He also recommended seeking the involvement of the Association of Washington Cities, which initially assisted in mediation of this matter.

4. REPORTS OF BOARDS AND COMMISSIONS: none

5. PUBLIC COMMENT

(a) Ginger Essex, 3715 Vining St., Bellingham, explained that West Coast Industries applied for a building permit on N. 149<sup>th</sup> St. She said her company asked the City if the sidewalk could be placed on the south side of 149<sup>th</sup> St. instead of the north side. She noted that pedestrians would probably be walking on the south side of 149<sup>th</sup> St. and that apartments are on the south side.

(b) Herb Faust, 10006 64<sup>th</sup> Pl. W., Mukilteo, the owner of the property, supported Ms. Essex's comments. He reported that today he monitored the site and only one person walked there, although there is a lot of car traffic.

Mr. Deis said staff would investigate the matter.

6. APPROVAL OF THE AGENDA

**Councilmember Hansen moved to approve the agenda. Councilmember Ransom seconded the motion. Councilmember King asked that item 7(k) be removed from the consent calendar to become item 8(d).**

**Councilmember Hansen moved that item 8(c) be added to the consent calendar as item 7(l). Councilmember Gustafson seconded the amendment, which carried 7 - 0. A vote was taken on the motion, which carried unanimously, and the agenda was approved as amended.**

7. CONSENT CALENDAR

**Councilmember Lee moved to approve the consent calendar. Councilmember Hansen seconded the motion, which carried 7-0, and the following items were approved:**

**Minutes of the Workshop of July 19, 1999  
Minutes of the Dinner Meeting of July 26, 1999  
Minutes of the Regular Meeting of July 26, 1999**

in the amount of \$1,261,459.32

**Motion to authorize the City Manager to execute the 2000-2002 HOME Investment Partnership Program Interlocal Cooperation Agreement**

**Resolution No. 157 authorizing the City Manager to extend lease agreements for office space at 521 NE 165<sup>th</sup> for the Eastside Community Storefront and at City Hall Annex**

**Motion to authorize the City Manager to request, from King County, the addition of one reactive patrol officer to help provide public safety services to Area A-2**

**Motion to authorize expenditure of \$5,000 in 1999 Mini-Grant funds for the North City Neighborhood Association to purchase holiday decorations and a decoration storage system**

**Motion to authorize expenditure of \$2,100 in 1999 Mini-Grant funds for the Echo Lake Neighborhood Association to purchase picnic tables and benches for Echo Lake Park**

**Motion to authorize expenditure of \$2,500 in 1999 Mini-Grant funds for the Parkwood Neighborhood Association to purchase benches and trash receptacles for Twin Ponds Park**

**Motion to authorize expenditure of \$5,000 in 1999 Mini-Grant funds for the Meridian Park Neighborhood Association to purchase plants, interpretive signs, a bench and a garbage receptacle, and to create a native plant brochure for Cromwell Park**

**Ordinance No. 205, designating zoning and land use designations for three parcels that were not shown in the zoning exhibit for Ordinance No. 198 or the Comprehensive Plan land use map of Ordinance No. 178**

**Motion to authorize the City Manager to enter into the 2000-2002 Community Development Block Grant Joint Agreement with King County to administer its CDBG entitlement and to take such other actions as necessary to implement this agreement**

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

Advisory Task Force, finding the recommendation in conformance with the Comprehensive Plan, initiating an amendment to the Capital Improvement Program, and directing staff to pursue environmental analysis for the Aurora Corridor

Kirk McKinley, Transportation Manager, briefly reviewed the process of developing the Aurora Corridor Pre-Design Study, the selection of Alternative 2 by the Citizens Advisory Task force (CATF) as the preferred alternative, and its subsequent refinement to accommodate public input about impacts to businesses along the corridor. Finally, Mr. McKinley described how the 13 goals of the study have been addressed.

Turning to issues raised at the Council Workshop on July 19, Mr. McKinley said the primary reason that staff is recommending working on the south end of the Corridor first (145<sup>th</sup> to 165<sup>th</sup>) is to coordinate planning with the Interurban Trail.

Tim Bevan, of CH2MHill, then described what is encompassed by the 12-foot wide sidewalks. They include an eight-foot walking zone and an amenity zone which buffers pedestrians from street traffic. He said interim sidewalk widths might have four-foot walkways and four-foot amenity zones. Even narrower sidewalks might be considered in some areas.

Mr. Bevan clarified that the basic median width is a function of accommodating vehicles for left-turns. Because of the frequency of the locations for left-turn lanes, the total median width will be a nearly continuous 14 to 15 feet throughout the corridor.

Turning to initial estimates of right-of-way needs, Mr. Bevan emphasized that tonight Council is considering a very conceptual design, which will be developed in detail over the next two years. At this time the roadway layout is not optimized. Realignments could lessen right-of-way takes, as could interim sidewalks width and narrower lanes. He explained that there are about 190 buildings over the three-mile length of the project, of which 21 would be affected by right-of-way needs. In the initial segment from 145<sup>th</sup> to 165<sup>th</sup>, three buildings might be affected.

In addition to the potential impact on buildings, small portions of right-of-way and/or easements will be needed throughout the corridor. He emphasized there is far less need for right-of-way in the proposed first phase of the project, even though it represents one-third of the project. Looking at parking stalls, Mr. Bevan said of 6,600 total stalls, about 550 could be affected. However, different site layouts can create new stalls. In the first stage, 81 stalls will be affected. Mr. Bevan pointed out that staff will work with owners and tenants to develop policies and procedures to clarify the acquisition process, State and federal regulations, and other procedural matters.

Continuing, Mr. Bevan explained the need for access management and for abiding by new State regulations regarding the improvement of traffic safety. The Aurora plan will reduce accidents, make the plan more easy for outside agencies to fund, and create

needs, such as those related to large trucks servicing sites.

Mr. Bevan summarized the Edmonds/Lynnwood/Snohomish County SR 99 project, noting the design approvals were made before new State laws about access management. The project has the same number of lanes and the same designations. However, there is a center two-way left-turn lane and relatively few safety or intersection capacity improvements.

In conclusion, Mr. Bevan showed slides of other street projects across the country, noting that the CATF looked at all these examples and then designed a project tailored to meet the unique needs of the Aurora Corridor.

Mr. McKinley summarized that tonight Council will create a vision for Aurora, which will be refined after work with property owners and businesses. He said the plan balances local and regional needs and will enhance Shoreline's image.

Mayor Jepsen called for public comment.

(a) Carol Doering, 741 N. 184<sup>th</sup> St., speaking as the Vice Chair of CATF, explained how the criteria for Alternative 2 was expanded by the CATF. She pointed out that changes in lifestyles and housing requirements are inevitable, and the decision to expand Aurora to accommodate pedestrians arose from these new needs. She emphasized the work of members of the CATF to evaluate proposals by staff and citizens and concluded that Alternative 2 is a good plan, consistent with what other communities are doing to integrate work, play and families.

(b) Joanne Hargrave, 18119 Densmore Ave. N., opposed the widening of Aurora Ave. to eight lanes and asked Councilmembers to refrain from acting on the plan tonight. She felt the traffic flow in the Corridor should work for businesses and enhance the desire of clientele to shop there. She put forward a proposal to create two one-way streets and an enhanced Interurban Trail. She asked Council to continue to look for a new vision for the Aurora Corridor.

(c) Stan Terry, 15811 28<sup>th</sup> Ave. NE, supported the preferred alternative. Noting that most neighbors don't shop on Aurora Ave., he felt improvements will bring more pedestrian-friendly businesses.

(d) Greg Doering, 741 N. 184<sup>th</sup> St., also supported Alternative 2. He agreed Aurora is difficult to drive, particularly for those trying to make left-turns. He did not want Council to refrain from a decision, as the City of Seattle has often done.

(e) Jim Mackey, The Highlands, said revisions and improvements to the Aurora Corridor will be a change but also an opportunity to redefine Shoreline. This is a once in a lifetime opportunity for Aurora business owners to look forward, not back. He mentioned how the City of Leavenworth redefined itself to prevent blight. Shoreline

(f) Naomi Hardy, 17256 Greenwood Pl. N., felt that the design presented tonight lacks an emphasis on avoiding spillover traffic into neighborhoods. She noted that initially the consultants constantly mentioned this. Now the design, by adding two signalized intersections in the Richmond Highlands area, does not seem as neighborhood friendly. She said there will be no solutions for Shoreline if Aurora's problems are sent into the neighborhoods. She also felt adding a full-length median will damage businesses. She said traffic calming devices simply pass the problem from one street to the next, until there are areas where the quality of life declines.

(g) Cynthia Wills, 18205 Fremont Ave. N., was pleased that there has been little talk of the urban center concept in the Pre-Design study. However, she asked Council to think about a civic center in the Aurora Square area during this first phase of planning. She felt this would give Shoreline a real sense of place.

(h) Maggi Fimia, King County Council, 516 Third Ave., Seattle supported the CATT recommendation, noting it provides for public safety and public infrastructure, the fundamental jobs of government. She said that to lessen dependence on the automobile, other alternatives must be provided. Alternative 2 encourages more transit and allows it to become more competitive. It also encourages the public use of the Corridor, which will decrease the criminal use. In conclusion, she emphasized the importance of retaining eight-foot sidewalks, at least in the long run.

(i) Paulette Gust, 14805 Whitman Ave. N. #10, a CATT member, explained how the group worked to gather information from many sources and address the needs of all users. She said the CATT systematically analyzed the issues and options. Significant pedestrian amenities, landscaping, transit lanes, turning pockets and median refuges are at the heart of the design, which represents a broad range of community interests. She said everyone has been heard and the possibilities respectfully considered. She concluded that moving forward tonight will move Shoreline closer to the vision of the Comprehensive Plan.

(j) Bill Healy, 15545 Interlake Ave. N., suggested keeping the project simple so that Shoreline taxpayers are not overburdened. He felt putting in medians would be a waste of money and man hours, making it more difficult for customers to access businesses along Aurora and for large trucks to service businesses. He also opposed the transit-only lane. He said allowing all vehicles to use all lanes will improve traffic flow and give taxpayers a better return on their investment.

(k) Dennis Heller, 14804 N. Park Ave. N., supported Resolution No. 156. He commented on the Aurora Improvement Council (AIC) position statement, which he felt was a "do nothing" approach. He said business owners always take risks, and gave as an example what is happening to him right now in Seattle. He did not think the City of Shoreline should be required to guarantee that business is not a risk. He said

(l) Bonnie Mackey, The Highlands, said government must provide for people what they cannot provide for themselves. She believed that the Council is not hearing from all the people in favor of the proposal because they trust the Council to do the greater good. She recommended providing a lush landscape as a psychological benefit for everyone. She wanted the Aurora Corridor to communicate quality and encourage investors and young families to come to Shoreline.

(m) Scott Smith, 999 3<sup>rd</sup> Ave., Seattle, spoke for the AIC, the group of business owners most affected by the proposal. He noted the Aurora Corridor is the tax base that will keep Shoreline healthy and strong. The AIC shares the vision of improving safety and making the corridor look better. However, it is important to enhance current businesses without disrupting them or doing unnecessary damage to them. Mentioning the climate of uncertainty, he said Council's strong expression of support for businesses will allay some of the fears. He favored road realignment and narrowing sidewalks and the median. He concluded that other key issues are parking, signage, and the loss of grandfathered rights.

(n) Jerilee Nollinger, 14731 Aurora Ave. N., referred to the economic uncertainties now facing businesses along Aurora, and the difficulties in making decisions about loans, remodeling, renewing leases, making improvements, etc. She said there will be years of uncertainty during the project, and she asked Council to make clear that it will support businesses during the redevelopment period.

(o) Randy Ferrell, 17510 Aurora Ave. N., was pleased to see the adjustments in the plan to accommodate business interests. He noted that the list of buildings affected by the project did not take into account the number of businesses that might be in one building. He also pointed out that eliminating parking may destroy the viability of a business. Assuming that efforts will be made to minimize impacts, he felt the CATF had done a good job.

(p) Tom Schneider, 717 N. 184<sup>th</sup> St., stressed the importance of looking at the impacts of the Aurora Corridor Plan and the Interurban Trail together, particularly in the area of his business (Les Schwab Tires).

(q) Daniel Mann, 17920 Stone Ave. N., thanked the CATF and the City for listening to business owners' concerns. He urged the City to continue to work with businesses by addressing the primary issues of sidewalk width, median width, and the left-turn lane. This will encourage businesses to make positive decisions.

(r) Terry Green, 613 N. 179<sup>th</sup> St., Co-Chair of the AIC, referred to the CATF recommendations and asked for minor additions that:

- make clear in writing that minimum five-foot sidewalks would be acceptable;



- allowed by the Washington State Department of Transportation;
- spell out that existing businesses along the Corridor will not lose any grandfathered rights in the process, including the use of signage;
- allow those businesses requiring relocation the same uses and include them in the process of developing policies and procedures; and
- consider “limbing up” trees to provide for the visibility and safety of those walking along the street.

(s) Dave McCormick, 15700 Dayton Ave. N. (Washington State Department of Transportation), applauded the outreach process of the City. He pointed out that Alternative 2 is the best way to address increasing congestion, as well as public safety and accident reduction. He said he looked forward to a continued partnership.

Mayor Jepsen thanked all those who have worked on the Aurora Pre-design Study. He felt this is a giant step for the City and as the process has moved forward, most of the issues have been addressed.

**Deputy Mayor Montgomery moved adoption of Resolution No. 156. Councilmember Hansen seconded the motion.**

Councilmember Hansen said the business community, the Council and the citizens have the same goals and the CATF recommendation satisfies most of them. He referred to the minutes of the July 19<sup>th</sup> meeting, mentioning the ways in which the proposal accommodates business concerns. He pointed out that tonight’s action is a policy action and does not deal with specific properties. He supported the CATF recommendation, noting it asks the Council to continue to take business concerns into consideration.

Referring to the recommendation to preserve the red brick road, Councilmember King pointed out that Firlands Way is also a red brick road, only with an asphalt overlay. Her other concern was provision of incentives for businesses choosing to remain in Shoreline. She also questioned the number of new traffic lights.

Councilmember Lee said staff did a fantastic job, particularly addressing the remaining questions about the project. She commented on the automated pedestrian crossing signals, noting she is aware of a city where these were installed but are no longer used. She felt the concern about parking is valid and should be carefully considered throughout the plan.

Councilmember Gustafson said he was still concerned about traffic into the neighborhoods. He asked about the timing of the pedestrian-activated lights and the safety of the transit/business access lanes. Mr. McKinley said the timing is synchronized along with the rest of the system, and he explained the differences between the Seattle design and Shoreline’s.

have been addressed. He wished to ensure that businesses are treated with respect and dignity. He suggested the careful consideration of grandfathered rights.

### MEETING EXTENSION

At 9:55 p.m., Councilmember Hansen moved to extend the meeting until 11:00 p.m. Councilmember Ransom seconded the motion, which carried unanimously.

Councilmember Ransom pointed out that only 30 percent of Shoreline's revenue comes from property tax (a portion of which comes from businesses) and that the remainder comes from businesses. He added that 85 percent of the money from businesses comes from those on Aurora. Noting that the ten blocks between 175<sup>th</sup> and 185<sup>th</sup> have the narrowest right-of-way, he suggested modifying the plan to eliminate the High-Occupancy Vehicle (HOV) lanes in that area. He said this would negate the problems facing the businesses in that ten-block strip. He also mentioned that businesses feel the need for two-way traffic. They are also concerned that the median creates a problem for large trucks servicing some of the businesses. He suggested that some amendments to the CATF recommendation should be incorporated in the resolution.

Deputy Mayor Montgomery pointed out that tonight Council is adopting a concept. There is no way to address details, particularly if some of them will undercut the goals of safety and improving transit operations and improved mobility. The details will take years to work through.

Councilmember Ransom responded that once a policy moves to implementation, it takes on a life of its own and becomes difficult to amend. Deputy Mayor Montgomery disagreed. She said the CATF recommendation considered every concern she had and has treated the businesses with respect. Councilmember Ransom felt that the City should continue to develop ways to address the business concerns and resolve those issues.

Mayor Jepsen said this plan establishes a vision for the future. He believed that staff has addressed many of the AIC's questions and that efforts to work with businesses will continue. He was happy to see the Interurban Trail integrated into the planning and felt that by adjusting lane widths, median widths, sidewalks and plantings, the Corridor can be manipulated to some degree to preserve as many existing businesses as possible. He also felt that Council has made clear that it does not want to drive traffic off Aurora into the neighborhoods. This issue will continue to be studied as the plan moves forward. Mayor Jepsen concluded that there will inevitably be impacts, but that the City will try to minimize them. However, quite a bit of public right-of-way is currently in business use and he pointed out that this is the City's land.

Councilmember Ransom asked the Council to consider his idea of eliminating the HOV lanes between 175<sup>th</sup> and 185<sup>th</sup>. Councilmember Hansen reiterated Deputy Mayor Montgomery's point that tonight the goal of the Council is to adopt policy, not address particular details of the plan.

Councilmember Ransom concluded the discussion by saying that the CATF did a great job and that Council is pleased with the recommendation.

**A vote was taken on the motion to approve Resolution No. 156, which carried 7 - 0.**

## RECESS

At 10:12 p.m., Mayor Jepsen declared a two-minute recess. The meeting reconvened at 10:14 p.m.

**Deputy Mayor Montgomery moved to identify the 145<sup>th</sup> to 165<sup>th</sup> section of Aurora Avenue as the first area to be reconstructed and to authorize the City Manager to execute an Interlocal Agreement with the Washington State Department of Transportation to proceed with aerial mapping and environmental analysis. Councilmember Gustafson seconded the motion, which carried unanimously.**

- (b) Motion authorizing the City Manager to execute a contract for construction services related to the improvement of the Richmond Beach Bluff Trail to the recommended bidder in the amount of that bid and to execute any necessary change orders that do not increase the cost of the contract by more than 15%

Mr. Bauer distributed information on the five bids submitted for the Richmond Beach Bluff Trail improvements, noting that John McAuliffe Landscaping was the low bidder at \$76,345, a bid very close to the architect's estimate. Mr. Bauer noted this project has been divided into two phases, with the final design of the trailhead improvements being based on the funds available upon completion of Phase I.

Mr. Deis stated that the only time access to the upper area will be limited, in addition to the construction time, is while the hydroseeding is maturing.

**Councilmember Hansen moved to authorize the City Manager to execute a contract for construction services related to the improvement of the Richmond Beach Bluff Trail to John McAuliffe Landscaping in the amount of \$76,354 and to execute any change orders necessary to address unforeseen issues related thereto that do not increase the cost of the contract to a total greater than \$87,807. Deputy Mayor Montgomery seconded the motion, which carried unanimously.**

Mr. Bauer answered Council questions. **Then a vote was taken on the motion, which carried unanimously and the bid was awarded.**

- (c) Ordinance No. 206, amending Ordinance No. 184, as amended, by increasing the appropriation from the Roads Capital Improvement Fund and authorizing expenditures for the

Councilmember King explained her reason for removing this item from the consent calendar. She said that at the joint dinner meeting with the Shoreline School Board, a School District staff person had remarked that he was uncertain whether the sidewalks in this project should have been part of the original School District project. She wanted to postpone moving forward on this item until this matter could be clarified.

Mike Gillespie, City Engineer, said his understanding of the project was that the School District was only required to build the sidewalk and frontage improvements in front of the high school property.

Mr. Deis suggested approving the ordinance, noting it could always be brought back if new information surfaces.

**Councilmember Gustafson moved to approve Ordinance No. 206. Councilmember King seconded the motion.**

**Councilmember Hansen moved an amendment to the motion that the City not move forward with this project until the issue has been clarified by the School District. Councilmember Ransom seconded the motion, which carried 7 - 0.**

**A vote was taken on the motion to approve Ordinance No. 206, with the foregoing caveat, which carried 7 - 0 and Ordinance No. 206 passed.**

9. CONTINUED PUBLIC COMMENT: none

10. EXECUTIVE SESSION

At 10:30 p.m., Mayor Jepsen announced that Council would recess into Executive Session for 30 minutes to consider one item of potential litigation. At 10:50 p.m., Mayor Jepsen announced that the Executive Session would continue until 11:15 p.m. At 11:20 p.m., the Executive Session concluded and the regular meeting reconvened.

12. ADJOURNMENT


At 11:21 p.m., Mayor Jepsen adjourned the meeting.

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Sharon Mattioli, CMC  
City Clerk

**CITY COUNCIL AGENDA ITEM**

CITY OF SHORELINE, WASHINGTON

<b>AGENDA TITLE:</b>	Approval of Expenses and Payroll as of August 27, 1999
<b>DEPARTMENT:</b>	Finance
<b>PRESENTED BY:</b>	Al Juarez, Financial Operations Supervisor 

**EXECUTIVE / COUNCIL SUMMARY**

It is necessary for the Council to approve expenses formally at the meeting. The following claims expenses have been reviewed by C. Robert Morseburg, Auditor on contract to review all payment vouchers.

**RECOMMENDATION**

Motion: I move to approve Payroll and Claims in the amount of \$1,777,670.71 specified in the following detail:

Payroll and benefits for July 11 through July 24, 1999 in the amount of \$260,353.58 paid with ADP checks 2876, 3037-3195, vouchers 300001-300100, benefit checks 1402-1408.

Payroll and benefits for July 25 through August 7, 1999 in the amount of \$229,127.63 paid with ADP checks 2875, 3196-3259, vouchers 300091-320104, benefit checks 1480-1485.

**the following claims examined by C. Robert Morseburg paid on August 6, 1999:**

Expenses in the amount of \$1,663.93 paid on Expense Register dated 7/30/99 with the following claims check: 1376 and

Expenses in the amount of \$21,492.08 paid on Expense Register dated 8/2/99 with the following claims checks: 1381-1401 and

Expenses in the amount of \$50,460.61 paid on Expense Register dated 8/3/99 with the following claims checks: 1409-1436 and

Expenses in the amount of \$26,289.23 paid on Expense Register dated 8/4/99 with the following claims checks: 1437-1461 and

Expenses in the amount of \$38,411.78 paid on Expense Register dated 8/4/99 with the following claims checks: 1462-1473 and

Expenses in the amount of \$1,708.23 paid on Expense Register dated 8/12/99 with the following claims check: 1477 and

Expenses in the amount of \$11.30 paid on Expense Register dated 8/13/99 with the following claims check: 1478 and

Expenses in the amount of \$7,500.00 paid on Expense Register dated 8/13/99 with the following claims check: 1479 and

Expenses in the amount of \$47,322.51 paid on Expense Register dated 8/18/99 with the following claims checks: 1486-1511 and

Expenses in the amount of \$3,589.50 paid on Expense Register dated 8/16/99 with the following claims checks: 1512-1517 and

Expenses in the amount of \$485.10 paid on Expense Register dated 8/16/99 with the following claims checks: 1518-1527 and

Expenses in the amount of \$282.50 paid on Expense Register dated 8/16/99 with the following claims checks: 1528-1533 and

Expenses in the amount of \$114,645.38 paid on Expense Register dated 8/17/99 with the following claims checks: 1534-1569 and

Expenses in the amount of \$9,520.44 paid on Expense Register dated 8/17/99 with the following claims checks: 1570-1587 and

Expenses in the amount of \$815.00 paid on Expense Register dated 8/18/99 with the following claims checks: 1588-1590 and

Expenses in the amount of \$28,690.01 paid on Expense Register dated 8/18/99 with the following claims checks: 1591-1608 and

Expenses in the amount of \$196.64 paid on Expense Register dated 8/18/99 with the following claims checks: 1609-1617 and

Expenses in the amount of \$2,000.00 paid on Expense Register dated 8/18/99 with the following claims check: 1618 and

**the following claims examined by C. Robert Morseburg paid on August 18, 1999:**

Expenses in the amount of \$38.75 paid on Expense Register dated 8/25/99 with the following claims check: 1638 and

Expenses in the amount of \$6,457.75 paid on Expense Register dated 8/25/99 with the following claims check: 1639 and

Expenses in the amount of \$34,230.75 paid on Expense Register dated 8/26/99 with the following claims checks: 1660-1678 and

Expenses in the amount of \$43,150.13 paid on Expense Register dated 8/26/99 with the following claims checks: 1679-1707 and

Expenses in the amount of \$19,064.21 paid on Expense Register dated 8/26/99 with the following claims checks: 1708-1743 and

**The following claims examined by C. Robert Morseburg paid on September 2, 1999:**

Expenses in the amount of \$473.75 paid on Expense Register dated 8/31/99 with the following claims checks: 1751-1753 and

Expenses in the amount of \$155.25 paid on Expense Register dated 8/31/99 with the following claims checks: 1754-1761 and

Expenses in the amount of \$618,030.12 paid on Expense Register dated 8/31/99 with the following claims checks: 1762-1778 and

Expenses in the amount of \$22,892.34 paid on Expense Register dated 8/31/99 with the following claims checks: 1779-1803 and

Expenses in the amount of \$7,559.92 paid on Expense Register dated 8/31/99 with the following claims checks: 1804-1817.

## CITY COUNCIL AGENDA ITEM

### CITY OF SHORELINE, WASHINGTON

<b>AGENDA TITLE:</b>	<b>Motion to Accept the Low Construction Bid and Authorize the City Manager to Execute Contract with Armadillo Underground, Inc. for the Sewer Line Repair and Water Line Relocation Project at Richmond Beach Saltwater Park.</b>
<b>DEPARTMENT:</b>	<b>Public Works</b>
<b>PRESENTED BY:</b>	<b>William L. Conner, P.E., Director of Public Works <i>WLC</i> Bob Wagner, Facilities Coordinator</b>

#### EXECUTIVE / COUNCIL SUMMARY

On June 28, 1999, City Council reviewed a staff report that outlined three options necessary to repair the sewer line at the Richmond Beach Saltwater Park. City Council selected Option C that includes construction of the sewer and relocating a water line to a location under the existing Burlington Northern Railroad tracks. In addition, Council authorized staff to select a design consultant and begin the bidding process to select a qualified contractor to perform the work.

On August 26, 1999, the City Clerk's Office received and opened four bids from qualified contractors for the Sewer Line Repair and Water Line Relocation Project at Richmond Beach Saltwater Park.

The following bids were received:

	<u>Bid Amount</u>
1. Armadillo Underground Inc. Salem, OR	\$106,221
2. Laser Underground & Earthworks, Inc. Kent, WA	\$124,662
3. Gary Harper Construction Redmond, WA	\$136,207
4. ILIAD Inc. Seattle, WA	\$177,452

The Public Works engineer's estimate for this portion of the project was \$ 111,900 and the entire project is \$153,913. City Council has added the project to the 1999 Capital Improvement Program (CIP) with the approval of Ordinance 199. The project estimated cost of \$153,913 has also been added to the CIP fund for 1999.



anticipates that the project will begin October 1, 1999 and be completed by November 15, 1999. The contractor has 45 calendar days to complete the project. Staff will closely monitor the contractor to minimize any inconvenience to the park users and the general public.

**RECOMMENDATION**

Staff recommends that City Council accept the low bid and authorize the City Manager to execute a contract with Armadillo Underground Inc., in the amount of \$106,221, and to sign any change orders necessary to address unexpected conditions that do not exceed a total of 10% of the contract amount.

**ATTACHMENTS**

Attachment A:           Project Budget and Current Cost Estimate

Approved By:           City Manager LB   City Attorney N/A

Project Manager:	Bob Wagner			
Council Approval on June 28, 199	Ordinance No. 199			
Program & Object Code:	2820119			
Change Order Number:	0			

Budget Line Items	Council Approved Budget	Original Contract Amount (including 10% contingency)	Expenditures to date	Amendment / Change Order	Total Expenditures (with change order)	Current Estimate
<b>Study - Pre-design</b>						
<b>Design</b>	\$24,983		\$24,983		\$24,983	\$24,983
Professional Services						
<b>R.O.W.</b>			\$7,500		\$7,500	\$7,500
Burlington Northern Right of Way Permit						
<b>Construction</b>	\$111,900	\$106,221				\$106,221
<b>Construct. Contingency</b>	\$17,030	\$10,622				\$10,622
(Contingency at 10%)						
<b>TOTAL EXPENDITURES</b>	<b>\$153,913</b>	<b>\$116,843</b>	<b>\$32,483</b>	<b>\$0</b>	<b>\$32,483</b>	<b>\$149,326</b>
Difference between Council approved budget and current estimates:			\$4,587			

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

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<b>AGENDA TITLE:</b>	Authorize the submittal of Public Works Trust Fund Loan and Grant Funding Applications for Transportation, Surface Water and Interurban Trail Projects
<b>DEPARTMENT:</b>	Public Works
<b>PRESENTED BY:</b>	William L. Conner, P.E., Director of Public Works <i>wlc</i> Michael A. Gillespie, P.E., City Engineer <i>MG</i>

**EXECUTIVE / COUNCIL SUMMARY**

The purpose of this report is to propose the submittal of seven street and sidewalk improvement projects, two surface water projects, and the interurban trail project for grant and/or low interest loan funding applications to several state and federal funding programs.

The street/sidewalk grant applications will be sent to the Washington State Transportation Improvement Board (TIB). The surface water applications will sent to the Washington State Public Works Trust Fund Loan Program. The interurban trail project will be submitted to the Federal TEA – 21 Enhancement Program.

The street and sidewalk projects being proposed are:

1. 15<sup>th</sup> Avenue NE from NE 155<sup>th</sup> Street to NE 165<sup>th</sup> Street  
Design and construct a new concrete six foot wide sidewalk with four foot wide landscaping strip and American with Disabilities Act (ADA) improvements.
2. North 175<sup>th</sup> Street Sidewalk (North side east of Meridian Avenue)  
Design and construct new sidewalk with landscaping strip, concrete curb, gutter, pedestrian safety railing, minor drainage improvements and utility adjustments on the north side of North 175<sup>th</sup> Street, east of Meridian Avenue.
3. N 160<sup>th</sup> Street and Greenwood Avenue Intersection Improvements  
Design phase only for street realignment, traffic signalization and improvements with curb, gutter, and sidewalks for the five-way intersection at the Greenwood Avenue North intersection with North 160<sup>th</sup> Street and Innis Arden Way.

Design and construct curb, gutter and sidewalk on the west side of 1<sup>st</sup> Avenue NE between North 185<sup>th</sup> Street and North 192<sup>nd</sup> Street.

5. 175<sup>th</sup> Street Between 14<sup>th</sup> Avenue NE and 15<sup>th</sup> Avenue NE (New sidewalks on the north side)  
Design and construct new concrete curb, gutter, and eight-foot wide sidewalk for 300 linear feet on the north side of North. 175<sup>th</sup> Street between 14<sup>th</sup> Avenue NE and 15<sup>th</sup> Avenue NE, including driveway aprons and ADA ramps.
6. Richmond Beach Road at 3<sup>rd</sup> Avenue NW Intersection Improvements  
The scope of improvements include right of way acquisition, the addition of a left-turn lane, signal modifications and new sidewalks with curb ramps in compliance with ADA requirements. Richmond Beach Road is a high volume arterial street with one of the highest accident rates at the 3<sup>rd</sup> Avenue NW intersection.
7. Aurora Avenue North Project (North 145<sup>th</sup> Street to North 165<sup>th</sup> Street)  
Design and construct a segment of the Aurora Avenue North project between North 145<sup>th</sup> Street and North 165<sup>th</sup> Street.

The estimated total cost for the seven street and sidewalk projects is \$19,494,025. The grant funding requested totals \$6,939,480. The City's local matching level should all projects be approved by the funding agencies would total \$1,744,545. Additional funding for these projects include a TEA-21 grant of 10,775,000 awarded earlier this year for the Aurora project and \$35,000 commitment from Metro King County for the North 160<sup>th</sup> Street at Greenwood Avenue project. The Roads Capital Account would provide the City's portion of the local matching funds for these projects consistent with the City's CIP. When projects are approved for funding by granting agencies, the grant funds will be identified as revenue sources and the projects updated in the City's CIP program.

The surface water related projects being proposed are:

1. Ronald Bog Basin Drainage Improvements  
Design phase only of a drainage study of the basin and the development of recommendations to address the flooding.
2. 3<sup>rd</sup> Avenue NW Drainage Improvements  
Design phase only of a drainage study of the area between NW Richmond Beach Road and NW 180<sup>th</sup> Street and development of recommendations to address the flooding.

The total design cost for these two surface water projects is estimated to be \$460,000. The Public Works Trust Fund will pay a maximum of \$320,000 and the City a minimum of \$140,000. The Public Works Trust Fund provides low interest loans to public agencies for these types of improvements. This year the program is accepting

twenty year payback period. The City match is based on 30% of the project phase cost.

The interurban trail project being proposed is:

1. Interurban Trail

Design and construct a multi-purpose trail that runs through the City of Shoreline along the Seattle City Light right of way. Includes design, right of way acquisition, and construction. This grant submittal consists of two applications for two different sections of the trail. The two sections identified are N 155<sup>th</sup> Street to N 175<sup>th</sup> Street and N 175<sup>th</sup> Street to N 188<sup>th</sup> Street. These two sections, if awarded grant funding, would complete the construction of the trail within the City with the exception of grade separated crossings at major intersections. Future grant applications will be focused on those crossings.

The total estimated cost to complete these sections of the Interurban Trail project is \$2,065,000. The proposed grant funding request totals \$1,255,000. The City's local matching funds for these two sections of the Interurban Trail project would be \$810,000. The Roads Capital Account would provide the City's portion of the local matching funds for projects approved by the funding agencies consistent with the City's CIP. The City has already received \$1.7 million in total grant funding from the TEA-21 funding program for the construction of other sections of the Interurban Trail (\$0.5 million for the section from North 145<sup>th</sup> Street to North 155<sup>th</sup> Street and \$1.2 million for the section from North 188<sup>th</sup> Street to North 205<sup>th</sup> Street).

Once the granting agencies inform the City of their funding selections, staff will update the City's Capital Improvement Program. The grant applications are due for submittal to the granting agencies at the end of September 1999. The City will be informed by early 2000 of the project applications that have been approved for funding.

**RECOMMENDATION**

Staff recommends that your Council authorize the City Manager to submit the necessary grant requests and execute funding agreements should the projects be selected for funding.

Approved By: City Manager LB City Attorney N/A

The City of Shoreline along with other cities apply to various state and federal agencies for project grant funding. Each year, state and federal agencies release the application material that contains selection criteria and available funding. The grant application material is due back to these agencies by the end of September, 1999. By early 2000, the City of Shoreline will have the results of the grant applications submitted to these agencies. The City's Capital Improvement Program (CIP) will then be updated to reflect any grants approved during the application process.

The following includes the list of funding agencies and a brief description of the types of projects that they generally fund:

1. **Arterial Improvement Program** – The Washington State Transportation Improvement Board (TIB) administers the Arterial Improvement Program. This program funds projects that improve the mobility and safety of the users. Funds for this program are generated from state gas tax revenues.
2. **Pedestrian Safety and Mobility Program** – TIB administers the Pedestrian Safety and Mobility Program. This program provides funding for projects that enhance safety and promote pedestrian mobility as a transportation choice.
3. **Transportation Partnership Program** – TIB administers the Transportation Partnership Program. This program provides funding to improve the mobility of people and goods in Washington State by supporting economic development and environmentally responsive solutions to our statewide transportation needs.
4. **TEA-21 Enhancement Program** – TIB administers the TEA –21 Enhancement Program. The TEA –21 program is a federal program that provides matching funds to cities for pedestrian mobility and community enhancement projects.
5. **Public Works Trust Fund (PWTF)** – The PWTF is a revolving loan fund that provides low-interest loans and technical assistance to eligible local government agencies throughout the State for public works projects. Funds for this program are derived from utility and sales taxes on local water, sewer, and garbage collection, and a portion of the Real Estate Excise Tax (REET).

Public Works staff has developed the following list of projects. Based on information we have received, these projects should all rate high in a priority rating for potential grant funding. All of the projects identified were selected because they closely meet the needs and values of the Shoreline citizens relative to safety and pedestrian issues. All of these projects are included in the City's adopted CIP. The available grant programs were then reviewed in order to determine which projects would be eligible and most competitive under the priorities of each specific grant program.

1. 15<sup>th</sup> Avenue NE (NE 155<sup>th</sup> Street to NE 165<sup>th</sup> Street)

This project includes designing and constructing a new concrete six-foot wide sidewalk with four-foot landscaping strip that also complies with ADA requirements. This project provides a missing link that will complete the sidewalk system along this corridor. The lack of a sidewalk creates an unsafe pedestrian environment that directly conflicts with a heavy traffic volume. A large volume of pedestrians, living along this corridor use this location to walk to and from the retail business districts. An existing rockery will be relocated to provide the required space for the sidewalk. 15<sup>th</sup> Avenue NE is a principal arterial consisting of two general-purpose lanes in each direction with curb and gutter. On the west side a five-foot wide sidewalk exists that is separated from the curb by an 18-inch wide planter strip. On the east side curb gutter is in place without a hard surface sidewalk. This project is adjacent to Hamlin Park, a regional recreational facility and a major pedestrian generator for adults and children every day. Also, the North City business district located to the north and the N145<sup>th</sup> Street at 16<sup>th</sup> Avenue NE business district located to the south both generate high levels of pedestrian activity. The Roads Capital Account would provide the City's portion of the local matching funds for this project consistent with the City's CIP.

Total Estimated Project Cost:	\$200,000
Grant Amount:	\$150,000
Local Match:	\$ 50,000

Estimated Year of Construction: 2000

2. N 175<sup>th</sup> Street Sidewalk (North side east of Meridian Avenue N)

This project includes designing and constructing a new sidewalk with landscaping strip, concrete curb, gutter, pedestrian safety railing, minor drainage improvements and utility adjustments on the north side of N 175<sup>th</sup> Street east of Meridian Avenue N. The project will require a retaining wall and handrail and when completed will add a missing section of sidewalk between Meridian Avenue and a project to be constructed by the Washington State Department of Transportation (WSDOT) at the N 175<sup>th</sup> Street Interchange with Interstate 5.

The project location is a major pedestrian corridor directly adjacent to a major freeway off-ramp. Large volumes of pedestrians and school children use this corridor due to the Meridian Elementary School serving in excess of 500 students, and the existing Ronald Bog Park located directly across the street. Also Metropolitan King County Transit Division has established an operating Park and Ride lot, located at the Aurora Church of the Nazarene near the

Roads Capital Account would provide the City's portion of the local matching funds for this project consistent with the City's CIP.

Total Estimated Project Cost:	\$219,675
Grant Amount:	\$150,000
Local Match:	\$ 69,675

Estimated Year of Construction: 2001

3. N 160<sup>th</sup> Street and Greenwood Avenue Intersection Improvements

The N 160<sup>th</sup> Street and Greenwood Avenue intersection serves heavy traffic and pedestrian volumes generated by Shoreline Community College, Highland Terrace Elementary School and adjacent residential neighborhoods. The current configuration includes two intersections that are very close to one other and do not operate safely or efficiently. The project application is to fund the design phase only for street realignment and traffic signalization and improvements with curb, gutter, and sidewalks for the five-way intersection at Greenwood Avenue North intersection with N 160<sup>th</sup> Street and Innis Arden Way. Metro King County has an interest in improving bus service to Shoreline Community College and is willing to cost share the local match for this grant application. Right of way acquisition and construction phases will be contingent on obtaining additional grant funding in the future. The Roads Capital Account would provide the City's portion of the local matching funds for this project. This project is not currently programmed within the 6 year CIP. This is a project originally started by King County prior to the City's incorporation. During the development of the CIP, this project was deferred beyond the six year time frame due to funding constraints. This application will require that this project be added into the CIP in the year 2000 for design only. The project would not proceed if the grant funds are not awarded.

Total Estimated Project Cost:	\$350,000
Grant Amount:	\$280,000
Local Match:	\$35,000
Metro King County	\$35,000

Estimated Year of Construction: Not programmed at this time.

4. 1<sup>st</sup> Avenue NE between NE 185<sup>th</sup> Street to 192<sup>nd</sup> Street (New sidewalks on the west side)

This project would design and construct concrete curb, gutter, and sidewalk on the west side of 1<sup>st</sup> Avenue NE between N 185<sup>th</sup> Street and N 192<sup>nd</sup> Street. This section of roadway currently has a sidewalk on the east side, which is the frontage for the Shoreline Conference Center. In 1999, the City will be constructing on street parking including a sidewalk along of 1<sup>st</sup> Avenue NE connecting the Shoreline Conference Center with the Shoreline Swimming Pool. The project location, the west side of 1<sup>st</sup> Avenue N E, is a residential



this area due to the high volume of pedestrian traffic generated by the conference center and the densely populated local neighborhood.

This area is a high pedestrian volume generator due to the existing Shoreline Conference Center, Shoreline Senior Center, and Shoreline School district's Administrative offices located on the east side of 1<sup>st</sup> Avenue NE. Currently pedestrians must walk on the narrow shoulder, and/or in the existing travel lane, which creates a very unsafe pedestrian condition. The community facilities and adjacent recreational facilities generate seniors as well as student pedestrians. The Roads Capital Account would provide the City's portion of the local matching funds for this project consistent with the City's CIP.

Total Estimated Project Cost:	\$149,350
Grant Amount:	\$119,480
Local Match:	\$29,870

Estimated Year of Construction: 2001

5. NE 175<sup>th</sup> Street Between 14<sup>th</sup> Avenue NE and 15<sup>th</sup> Avenue NE (New sidewalks on the north side)

This project scope of work includes designing and constructing new concrete curb, gutter, and eight-foot wide sidewalk for 300 linear feet on the north side of N 175<sup>th</sup> Street between 15<sup>th</sup> Avenue NE and 14<sup>th</sup> Avenue NE including driveway aprons and ADA ramps. Currently the existing walkway consists of asphalt with large non-standard drive openings and extruded curb at some locations, slope and grade problems and lack of safe walking area. The current conditions at this location do not support pedestrian mobility and safety. The Roads Capital Account would provide the City's portion of the local matching funds for this project consistent with the City's CIP.

Total Estimated Project Cost:	\$65,000
Grant Amount:	\$52,000
Local Match:	\$13,000

Estimated Year of Construction: 2001

6. Richmond Beach Road at 3rd Avenue NW Intersection Improvements

This project includes the design, right of way acquisition and construction for a left turn lane on Richmond Beach Road at the 3<sup>rd</sup> Avenue NW intersection, including roadway widening, traffic signal and channelization modifications, curb, gutter, sidewalks, and ADA ramp improvements. The proposed improvements will result in a roadway width of fifty-six feet from face of curb to face of curb. This section includes four eleven-foot wide travel lanes and one twelve-foot wide left turn lane. Sidewalks will be eight feet wide or five feet wide where landscaped areas can be included between sidewalk and curb.

existing intersection consists of four traffic lanes (two in each direction) on Richmond Beach Road and three traffic lanes (one lane in each direction left turn lane) on 3<sup>rd</sup> Avenue NW. On Richmond Beach Road the left turning traffic from westbound to southbound in the evening peak time is very heavy. The existing condition restricts the sight distance for vehicles waiting to turn left on both legs of Richmond Beach Road. In addition, Richmond Beach Road is the only arterial route designated as a truck route, serving heavy trucks carrying asphalt from the Point Wells/Chevron Facility. The Roads Capital Account would provide the City's portion of the local matching funds for this project consistent with the City's CIP.

Total Estimated Project Cost:	\$1,510,000
Grant Amount:	\$1,208,000
Local Match:	\$ 302,000

Estimated Year of Completion: 2001

7. Aurora Avenue North Project (North 145<sup>th</sup> Street to North 165<sup>th</sup> Street)

This project includes the design and construction of a segment of the Aurora North project between N 145<sup>th</sup> Street and N 165<sup>th</sup> Street. The scope of improvements includes paving, sidewalks, pedestrian crossings, landscaping, utility undergrounding, drainage mitigation, and street lighting and signal improvements. The City will request County and State partnership in the application for funding on this project. These grant funds, if awarded, will be used as match to the TEA-21 grant we received earlier this year. As the design proceeds on this section, the limits for construction may be shifted as funds are available. The Roads Capital Account would provide the City's portion of the local matching funds for this project consistent with the City's CIP.

Total Estimated Project Cost:	\$17,000,000
TEA 21 Grant (Awarded):	\$10,775,000
Grant Amount:	\$ 4,980,000
City Match:	\$ 1,245,000

Estimated Year of Completion: 2002

8. Ronald Bog Basin Drainage Improvements

This project includes improvements that will be designed to reduce flooding of public and private property in several areas in the Ronald Bog sub-basin. The Public Works Trust Loan Program is the primary fund source for this project. This application is for the design phase only. The first phase will involve the completion of a drainage study of the basin and the development of recommendations to address the flooding. The study will better define the extent of the flooding and identify interim and long-term construction solutions to the problems. This initial phase will better define the extent of the flooding and identify interim and long-term solutions to the problems. This year the

cost. The Surface Water Capital Account would provide the City's portion of the local matching funds for this project consistent with the City's CIP.

Total Estimated Design Phase Cost: \$380,000  
Grant Amount: \$250,000  
City Match: \$110,000

Estimated Year of Completion: 2001

9. 3rd Avenue NW Drainage Improvements

This project will include the evaluation, design, and construction of drainage improvements to address flooding of public and private property within the project limits. The Public Works Trust Fund Loan application will include the completion of a drainage study of the area and development of recommendations to address the flooding. This initial phase of the project will better define the extent of the flooding and develop recommendations for interim and long-term solutions to the problem. The improvements will be designed to reduce local flooding of public and private property located in the general vicinity between 3<sup>rd</sup> Avenue NW and 6<sup>th</sup> Avenue NW from NW 176<sup>th</sup> Street to Richmond Beach Road. This year the Public Works Trust Fund program is accepting applications for the design phase only. The City match is based on 30% of the project phase cost. The Surface Water Capital Account would provide the City's portion of the local matching funds for this project consistent with the City's CIP.

Total Estimated Design Phase Cost: \$100,000  
Loan Amount: \$ 70,000  
City Match: \$ 30,000

Estimated Year of Construction: 2001

10. Interurban Trail

This project will design and construct a multi-purpose trail that runs through the City of Shoreline and along the Seattle City Light right of way. The phases of the project include design, right of way acquisition if needed, and construction. The design phase will refine the estimated costs. The project will provide Shoreline residents with recreational and commuting opportunities that are not currently available. The scope of improvements will enhance the trail for bicyclists and pedestrians and other trail users. This grant submittal consists of two applications for two different sections of the trail. The two sections identified are N 155<sup>th</sup> Street to N 175<sup>th</sup> Street and N 175<sup>th</sup> Street to N 188<sup>th</sup> Street. These two sections, if awarded grant funding, would complete the construction of the trail within the City with the exception of grade separated crossings at major intersections. Future grant applications will be focused on those crossings. The Roads Capital Account would provide the City's portion of the local matching funds for this project consistent with the City's CIP. The City has already received \$1.7 million in total grant funding

155<sup>th</sup> Street and \$1.2 million for the section from North 188<sup>th</sup> Street to North 205<sup>th</sup> Street).

N 155<sup>th</sup> Street to N 175<sup>th</sup> Street

Total Estimated Project Cost:	\$955,000
Grant Amount:	\$580,000
City Match:	\$375,000

Estimated Year of Completion:	2002
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N 175<sup>th</sup> Street to N 188<sup>th</sup> Street

Total Estimated Project Cost:	\$1,110,000
Grant Amount:	\$675,000
City Match:	\$435,000

Estimated Year of Completion:	2004
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This report summarizes the City's intent to select specific projects for granting funding that will enhance the entire community. The various grant and loan programs that are available to the City of Shoreline along with other agencies provide a substantial financial benefit to the City's Six-year Capital Improvement Program. When projects are approved for funding by granting agencies, the grant funds will be identified as revenue sources and the projects updated in the City's CIP. Staff will learn by early 2000 of the projects that have been selected for grant and loan awards.

## **RECOMMENDATION**

Staff recommends that your Council authorize the City Manager to submit the necessary grant requests and execute funding agreements should the projects be selected for funding.

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

<b>AGENDA TITLE:</b>	<b>Approval of Ordinance No. 208 Creating a Budget Amendment, and to Accept the Low Construction Bid and Authorize the City Manager to Execute the Construction Contract and Amend the Consultant Agreement for the North 175<sup>th</sup> Street Sidewalk Projects.</b>
<b>DEPARTMENT:</b>	<b>Public Works</b>
<b>PRESENTED BY:</b>	<b>William L. Conner, Director of Public Works <i>WLC</i> Michael A. Gillespie, P.E., City Engineer <i>AG</i></b>

**EXECUTIVE / COUNCIL SUMMARY**

At your May 25, 1998 Council meeting you approved a design contract with ST Engineers for the preparation of plans and specifications for the construction of two sidewalk projects along North 175<sup>th</sup> Street in the vicinity of Meridian Avenue.

On November 9, 1998 your Council adopted the City's first Capital Improvement Program (CIP). This CIP included funds in 1999 for these two sidewalk projects to improve safety for pedestrians in this area.

The purpose of this report is to:

- execute a budget amendment to shift funds between the two sidewalk projects
- accept the low construction bid and authorize the City Manager to execute the construction contract including authority to execute change orders up to 10% of the contract amount
- amend the existing design agreement with ST Engineers

**Construction Contract**

**Construction Award**

The City applied for a Transportation Improvement Board (TIB) grant in the fall of 1998 and received \$136,000 for the construction of these two sidewalk improvements.

At your May 25, 1998 Council meeting you approved the consultant contract with ST Engineers to provide plans specifications and an engineers estimate (PS&E) for the two sidewalk projects on North 175<sup>th</sup> Street. The northern piece connects Wallingford Avenue east for approximately 400 feet to a proposed METRO sidewalk in front of the Aurora Church of the Nazarene. The southern section of sidewalk will begin at Meridian Avenue and run east for approximately 350 feet connecting with an existing sidewalk along Ronald Bog Park.

agreed to give the City a strip of property 12 feet wide for the improvements. These negotiations were completed this summer.

### **Bid Analysis**

The City of Shoreline opened bids on September 2, 1999 to construct the North 175<sup>th</sup> Street sidewalk improvements. At your September 13<sup>th</sup> Council meeting, staff will provide; a tabulation of the bids, the low bidder's submittal, and will affirm if the contractor with the low bid is qualified to perform the required work.

The Engineer's estimate for this construction contract is \$205,015. The total cost is estimated at \$242,515. The CIP budget for this project is \$256,000.

### **Amend the existing Design Contract**

Staff requests that the design agreement with ST Engineers be increased by \$5,500 to include services during construction. This will bring the agreement amount to \$33,500. On May 25, 1998 your City Council approved the design contract with ST Engineers in the amount of \$28,000. ST Engineers have developed the construction plans, specifications, and estimate for the project within the approved budget. The sidewalk on the South side of North 175<sup>th</sup> Street will be constructed on pilings adjacent to Ronald Bog Park. A soil investigation and structural analysis has been performed and the design is based on the professional recommendations. The rockery, to be relocated at the NE corner of Wallingford Avenue requires a geotechnical investigation. There is the possibility of unanticipated soil conditions on the south side that would require adjustment to the plans. Staff would like to amend the contract with ST Engineers in the event their services are required during construction. The amendment will be for the amount of \$5,500 and will bring the total ST Engineers Consulting contract to a maximum amount payable of \$33,500. ST Engineers will only be on site when or if requested by the City.

### **Budget Amendment**

Final construction plans and cost estimates show a need to shift the unspent funds from the north side project to the south side project. This will balance the required funds between the two sidewalk projects. The original cost estimate for the two sidewalk projects was developed in 1996 with a limited knowledge of site conditions and right-of-way constraints. Right of way costs on the north side were less than expected whereas unexpected site conditions on the south side of N175<sup>th</sup> Street adjacent to Ronald Bog Park have increased the estimated cost for that part of the project. Thus, we need to move budget funds (\$23,270) from the north side project to the south side project.

Phase	South Side		North Side		Total	
	CIP	Estimate	CIP	Estimate	CIP	Estimate
Construction/ROW	\$125,000	\$140,770	\$105,900	\$64,245	\$230,900	\$205,015
Construction Contingency	\$12,000	\$14,000	\$3,100	\$6,300	\$15,100	\$20,300
Construction Administration	\$5,000	\$5,000	\$5,000	\$5,000	\$10,000	\$10,000
ST Engineers		\$5,500			0	\$5,500
Construction Services						
Geo-Technical Investigation				\$1,700	0	\$1,700
<b>Total</b>	<b>\$142,000</b>	<b>\$165,270</b>	<b>\$114,000</b>	<b>\$77,245</b>	<b>\$256,000</b>	<b>\$242,515</b>
<b>Budget Adjustment</b>	<b>+\$23,270</b>		<b>-\$23,270</b>		<b>0</b>	
<b>Amended Budget</b>	<b>\$165,270</b>		<b>\$90,730</b>		<b>\$256,000</b>	<b>\$242,515</b>

## **RECOMMENDATION**

Staff recommends that your Council adopt Ordinance No. 208 amending the budgets for the two sidewalk projects, accept the low construction bid, and authorize the City Manager to execute a contract for the construction of the North 175<sup>th</sup> sidewalk improvements, including authority to execute change orders up to 10% of the contract amount, and authorize the City Manager to amend the existing consulting agreement with ST Engineers to an amount not to exceed \$33,500.

Approved By:

City Manager LB

City Attorney 2

## **ATTACHMENTS**

Ordinance No. 208

**ADJUSTING BUDGETED AMOUNTS FOR TWO CAPITAL  
IMPROVEMENT PROJECTS**

WHEREAS, the 1999 Budget was adopted in Ordinance No. 184; and

WHEREAS, the 1999 Budget included appropriations for the 1999 capital improvement plan, including two sidewalk projects on 175<sup>th</sup> Street, one on the northside and one on the southside; and

WHEREAS, the current construction bid for the two sidewalk projects requires additional funds for the northside sidewalk project and less funds for the southside project than were included in the 1999 budget;

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

**Section 1. Amendment to 1999 Budget.** The City hereby amends the 1999 Budget for two currently funded projects in the Capital Improvement Program as follows.

North 175<sup>th</sup> Street Sidewalks - Southside:    ~~\$ 142,000~~        \$ 165,270 in 1999

North 175<sup>th</sup> Street Sidewalks - Northside:    ~~\$ 114,000~~        \$ 90,730 in 1999

**Section 2. Severability.** Should any section, paragraph, sentence, clause or phrase of this ordinance, or its application to any person or circumstance, be declared unconstitutional or otherwise invalid for any reason, or should any portion of this ordinance be preempted by state or federal law or regulation, such decision or preemption shall not affect the validity of the remaining portions of this ordinance or its application to other persons or circumstances

**Section 3. Effective Date.** A summary of this ordinance consisting of its title shall be published in the official newspaper of the City and shall take effect and be in full force five (5) days after the date of publication.

**PASSED BY THE CITY COUNCIL ON SEPTEMBER \_\_\_\_, 1999**

\_\_\_\_\_  
Mayor Scott Jepsen

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
Sharon Mattioli  
City Clerk

\_\_\_\_\_  
Jan Sievers  
City Attorney

Date of Publication: \_\_\_\_\_, 1999

Effective Date: \_\_\_\_\_, 1999



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

<b>AGENDA TITLE:</b>	A Public Hearing on Adoption of Ordinance No. 207 Extending the Present Moratorium on the Creation of Lots Less than 7200 Square Foot in the R-4 and R-6 Residential Zones
<b>DEPARTMENT:</b>	Planning and Development Services
<b>PRESENTED BY:</b>	Tim Stewart, Director Lenora Blauman, Senior Planner

**EXECUTIVE / COUNCIL SUMMARY**

The present moratorium on the creation of building lots smaller than 7,200 square foot in area in the R-4 and R-6 residential zones expires on September 23, 1999. Your Council last extended this moratorium on March 22, 1999, with the emergency adoption of City Ordinance No. 192. This ordinance extended for six months the moratorium originally established by City Ordinance No. 170 in September of 1998.

Your Council originally adopted the moratorium on the creation of building lots smaller than 7,200 square foot in area in the R-4 and R-6 zones in September 1998, in order to prevent a serious threat to the orderly development of land within the City. Based upon the Shoreline Comprehensive Plan discussion regarding a 7,200 square foot lot size standard, the Planning and Development Services Department received a sizeable number of inquiries about adoption of new lot size standards. In order to avoid a rush to vest under the 5,000 square foot lot size standard while new regulations were being prepared to implement the Shoreline Comprehensive Plan, the City placed an emergency moratorium on the creation of these lots. Adoption of this moratorium prevented the vesting rush for 5,000 square foot lots, preserved the effectiveness of the comprehensive plan policies and retained available development land for potential use under new regulations to be prepared by the City. Your Council adopted the Shoreline Comprehensive Plan in November 1998 and established the production and adoption of land development regulations to implement that plan as the priority goal of the City's 1999 work plan.

In accordance with your Council's 1999 work plan, the Planning and Development Services Department is fully engaged in revising the City's present land development regulations. The first phase of the code revision process is almost complete. Draft regulations modifying permit administration procedures, notification standards and review responsibilities will be reviewed by the Planning Commission at a public hearing scheduled for September 2<sup>nd</sup>. Citizen participation in the second half of the code revision process, focussing on the production of revised development standards, will be

standards governing the development of land in the R-4 and R-6 residential zones (including building lot sizes) will be included in these draft regulations.



While substantial progress has been made toward the adoption of permanent development regulations to implement the Shoreline Comprehensive Plan, they will not be in place when the present moratorium expires. Staff therefore request that your Council hold a public hearing on City Ordinance No. 207, extending the present moratorium on the creation of lots smaller than 7,200 square foot in area in the R-4 and R-6 zones for a further six months, and adopt this ordinance as an emergency land use control. The information provided in this report, together with the findings made by Ordinance No. 207, demonstrate that an emergency continues to exist and that unless the present moratorium is extended, residential development will be allowed that is contrary to the goals and policies of the Shoreline Comprehensive Plan and the character of established city neighborhoods. The moratorium on the creation of new residential building lots smaller than 7,200 square foot in size is necessary for preservation of the public health, safety and welfare and the support of City government until permanent land development regulations are adopted.

In keeping with the provisions of City Ordinances No. 170 that established the moratorium on the creation of lots smaller than 7,200 square foot in the R-4 and R-6 zones. City Ordinance No. 207 regulates only the creation of new building lots. Applications for short and long subdivisions that meet the 7,200 square foot standard will be reviewed under existing regulations governing building size, height, setbacks and the like.

By holding a public hearing on the emergency adoption of City Ordinance No. 207, your Council will comply with the provisions of RCW 35A.63.220, controlling the adoption of emergency land use controls.

### **RECOMMENDATION**

Staff recommends that your Council hold a public hearing and adopt City Ordinance No. 207, extending a six month moratorium on the filing, acceptance or approval of applications for the development of land within the R-4 and R-6 residential zones that would create building lots less than 7,200 square foot in area. This moratorium would remain in effect until it is either, repealed by the adoption of permanent development regulations, or, expires on March 21<sup>st</sup>, 2000.

Approved By: City Manager  City Attorney 

### **ATTACHMENTS**

Attachment A: City Ordinance No. 207, An Ordinance Declaring an Emergency and Extending For Six Months a Moratorium on the Filing, Acceptance, or Approval of Any Applications for the Subdivision of Land Within the R-4 and R-6 Residential Zones Which Would Result in the Creation of Any Lot Containing Less Than 7,200 Square Foot in Area

the Subdivision of Land Within the R-4 and R-6 Residential Zones Which Would Result in the Creation of Any Lot Containing Less Than 7,200 Square Foot in Area.

Attachment C. City Ordinance No. 170, An Ordinance Imposing a Moratorium for Six Months on the Filing, Acceptance, or Approval of Any Application for the Subdivision of Land Within R-4 and R-6 Zones Which Would Result in the Creation of Any Lot Which Contains Less Than 7,200 Square Foot in Area, and Declaring an Emergency.

**AN ORDINANCE OF THE CITY OF SHORELINE, WASHINGTON, EXTENDING A MORATORIUM FOR SIX MONTHS ON THE FILING, ACCEPTANCE OR APPROVAL OF ANY APPLICATIONS FOR THE SUBDIVISION OF LAND WITHIN THE R-4 AND R-6 RESIDENTIAL ZONES WHICH WOULD RESULT IN THE CREATION OF ANY LOT CONTAINING LESS THAN 7,200 SQUARE FEET IN AREA, AND DECLARING AN EMERGENCY.**

WHEREAS, On March 22, 1999, the City Council adopted City Ordinance No. 192, extending for six months an existing moratorium on the creation of building lots less than 7,200 square foot in area in the R-4 and R-6 residential zones; and

WHEREAS, in accordance with the requirements of the Growth Management Act (RCW 36.70A), the City Council adopted the City of Shoreline Comprehensive Plan on November 23, 1998; and

WHEREAS, under the provisions of the Growth Management Act the City is required to adopt development regulations implementing the City of Shoreline Comprehensive Plan by no later than November 23, 1999; and

WHEREAS, the City has initiated a public outreach and planning process for the production of new land development regulations; and,

WHEREAS, new regulations governing the submission and review of land use applications have been submitted to the Shoreline Planning Commission for public review on September 2<sup>nd</sup> of this year, with a formal recommendation scheduled to be forwarded to the Shoreline City Council on September 16<sup>th</sup>, 1999; and,

WHEREAS, new regulations providing revised standards for the development of land in all zoning districts within the City of Shoreline will be submitted to the Planning Commission for public review in November 1999; and

WHEREAS, the above schedule for production of new development regulations requires the City to continue regulating land use applications under the development standards of the interim zoning code (Title 21A of the King County Code, adopted on June 26, 1995 by City Ordinance No.11) until the review and adoption process is completed; and

WHEREAS, since the adoption of City Ordinance Numbers 170 and 192, the continued review of subdivision applications vested under previous regulations and proposing the creation of residential building lots smaller than 7200 square feet in area in

their impact on established neighborhoods; and

WHEREAS, policy provisions of the City of Shoreline Comprehensive Plan support new residential development that is compatible with existing neighborhoods; and

WHEREAS, existing land use regulations do not provide development standards that require the integration of new residential development with existing neighborhoods; and

WHEREAS, the acceptance of development applications proposing the creation of residential building lots of less than 7200 square feet in area will potentially impose significant harm on the City by allowing land that is available for new residential development to be subdivided and developed in a manner that is incompatible with existing neighborhoods; and

WHEREAS, a further six month extension of the present moratorium on certain subdivision activities will allow the City to preserve planning options and prevent a substantial change in the character of the City until the final adoption of new development regulations that implement the Shoreline Comprehensive Plan; and

WHEREAS, the density level resulting from the creation of lots smaller than 7200 square feet in the R-4 and R-6 zones potentially conflicts with the Shoreline Comprehensive Plan Goals for public safety and public services (e.g. schools, emergency services, roadways, utilities); and

WHEREAS, the continued development of lots smaller than 7200 square feet in the R-4 and R-6 zones may make the effective protection of environmentally sensitive areas more difficult under both existing and future land development regulations; and

WHEREAS, the continued creation of such lots may be inconsistent with the City of Shoreline Comprehensive Plan goals for orderly growth and harmonious development; and,

WHEREAS, the City Council has determined that the integrity of existing land uses, the Comprehensive Plan, and the State Growth Management Act planning process will suffer significant harm unless the moratorium preventing the creation of residential building lots smaller than 7200 square feet in area in the R-4 and R-6 zones is extended; and

WHEREAS, the potential adverse impacts upon the public health, safety, and welfare, as outlined herein, justify the declaration of an emergency;

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

**Section 1. Finding of Fact.** Based upon the testimony received at the public hearing held on November 23, 1998 on the adoption of City Ordinance No. 170, which are incorporated herein as if fully set forth, the Findings of Fact set forth in Ordinance No. 170, the Findings of Fact set forth in Ordinance No. 192, and the Findings of Fact set forth in this Ordinance, the City Council now makes the following Findings of Fact. The continued imposition of a moratorium on the creation of residential building lots smaller than 7200 square feet in area in the R-4 and R-6 residential zones will allow the City Council to complete the process for review and adoption of permanent development regulations that promote the creation of new residential development that is consistent with the character of established residential neighborhoods, is supported by adequate infrastructure, and protects key elements of the natural environment.

**Section 2. Moratorium Extended.** The moratorium adopted in Ordinance No. 170, and extended by City Ordinance No. 192, upon the filing, acceptance, or approval of any application for the subdivision of land in the R-4 and R-6 zones which would result in the creation of any building lot of less than 7200 square feet in area, is hereby extended for a period of 180 days

**Section 3. Public Hearing.** Consistent with RCW 35A.63.220 and RCW 36.70A.390, a public hearing upon the moratorium extension proposed by this Ordinance shall be held on September 13, 1999, prior to its adoption by City Council.

**Section 4. Effective Period of Moratorium.** This moratorium shall be effective immediately upon the expiration of the moratorium established by Ordinance No. 192, on September 23, 1999, and shall thereafter continue in effect for 180 days, unless repealed by the adoption of permanent development regulations providing revised standards for the development of land in all zoning districts within the City of Shoreline

**Section 5. SEPA Exemption.** Pursuant to Ordinance No. 52, Adopting King County SEPA regulations, and Washington Administrative Code Section 197-11-880, the City Council finds that an exemption under SEPA for this action is necessary to prevent an imminent threat to public health and safety and to prevent an imminent threat of serious environmental degradation through continued development under existing regulations. The City shall conduct SEPA review of any permanent regulations proposed to replace this moratorium.

**Section 6. Severability.** Should any section, paragraph, sentence, clause or phrase of this ordinance, or its application to any person or circumstance, be declared unconstitutional or otherwise invalid for any reason, or should any portion of this ordinance be pre-empted by state or federal law or regulation, such decision or pre-emption shall not affect the validity of the remaining portions of this ordinance or its application to other persons or circumstances.

necessary for the protection of the public health, safety and welfare, shall take effect and be in full force immediately upon its adoption.

**Section 8. Publication.** The summary of this ordinance is approved as a summary of this ordinance for publication in the official newspaper of the City.

**PASSED BY THE CITY COUNCIL ON SEPTEMBER 13, 1999.**

\_\_\_\_\_  
Mayor Scott Jepsen

**ATTEST:**

\_\_\_\_\_  
Sharon Mattioli, CMC  
City Clerk

**APPROVED AS TO FORM:**

\_\_\_\_\_  
Ian Sievers  
City Attorney

Date of Publication: , 1999  
Effective Date: , 1999

**AN ORDINANCE OF THE CITY OF SHORELINE, WASHINGTON,  
DECLARING AN EMERGENCY AND EXTENDING A  
MORATORIUM FOR SIX MONTHS ON THE FILING,  
ACCEPTANCE OR APPROVAL OF ANY APPLICATIONS FOR  
THE SUBDIVISION OF LAND WITHIN THE R-4 AND R-6  
RESIDENTIAL ZONES WHICH WOULD RESULT IN THE  
CREATION OF ANY LOT CONTAINING 'LESS THAN 7,200  
SQUARE FEET IN AREA**

WHEREAS, On September 28, 1998, the City Council adopted City Ordinance No. 170, which established a six month moratorium on the creation of building lots less than 7,200 square feet in area in the R-4 and R-6 residential zones; and

WHEREAS, in accordance with the requirements of the Growth Management Act (RCW 36.70A), the City Council adopted the City of Shoreline Comprehensive Plan on November 23, 1998; and

WHEREAS, under the provisions of the Growth Management Act the City is required to adopt development regulations implementing the City of Shoreline Comprehensive Plan by no later than November 23, 1999; and

WHEREAS, the City has initiated a public outreach and planning process for the production of new land development regulations; and

WHEREAS, new regulations governing the submission and review of land use applications are scheduled to be submitted to the Shoreline Planning Commission for public review in June of this year; and

WHEREAS, new regulations providing revised standards for the development of land in all zoning districts within the City of Shoreline will be submitted to the Planning Commission for public review in October 1999; and

WHEREAS, the above schedule for production of new development regulations requires the City to continue regulating land use applications under the provisions of the interim zoning code (Title 21A of the King County Code, adopted on June 26, 1995 by City Ordinance No.11) until the review and adoption process is completed; and

WHEREAS, since the adoption of City Ordinance No. 170, the continued review of subdivision applications vested under previous regulations and proposing the creation of residential building lots smaller than 7200 square feet in area in the R-6 residential zone has led to additional concerns being expressed by citizens about their impact on established neighborhoods; and



WHEREAS, existing land use regulations do not provide development standards that require the integration of new residential development with existing neighborhoods; and

WHEREAS, the acceptance of development applications proposing the creation of residential building lots of less than 7200 square feet in area will potentially impose significant harm on the City by allowing land that is available for new residential development to be subdivided and developed in a manner that is incompatible with existing neighborhoods; and

WHEREAS, a six month extension of the present moratorium on certain subdivision activities will allow the City to preserve planning options and prevent a substantial change in the character of the City pending the final adoption of new development regulations; and

WHEREAS, the density level resulting from the creation of lots smaller than 7200 square feet in the R-4 and R-6 zones potentially conflicts with the Shoreline Comprehensive Plan Goals for public safety and public services (e.g. schools, emergency services, roadways, utilities), and

WHEREAS, the continued development of lots smaller than 7200 square feet in the R-4 and R-6 zones may make the effective protection of environmentally sensitive areas more difficult under both existing and future land development regulations; and

WHEREAS, the continued creation of such lots may be inconsistent with the City of Shoreline Comprehensive Plan goals for orderly growth and harmonious development; and

WHEREAS, the City Council has determined that the integrity of existing land uses, the Comprehensive Plan, and the State Growth Management Act planning process will suffer significant harm unless the moratorium preventing the creation of residential building lots smaller than 7200 square feet in area in the R-4 and R-6 zones is extended; and

WHEREAS, the potential adverse impacts upon the public health, safety, and welfare, as outlined herein, justify the declaration of an emergency;

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

**Section 1. Finding of Fact.** Based upon the testimony received at the public hearing held on November 23, 1998 on the adoption of City Ordinance No. 170, which are

Findings of Fact. The continued imposition of a moratorium on the creation of residential building lots smaller than 7200 square feet in area in the R-4 and R-6 residential zones will allow the City Council to proceed with the review and adoption of permanent development regulations that promote the creation of new residential development that is consistent with the character of established residential neighborhoods, is supported by adequate infrastructure, and protects key elements of the natural environment.

**Section 2. Moratorium Extended.** The moratorium adopted in Ordinance No. 170 upon the filing, acceptance, or approval of any application for the subdivision of land in the R-4 and R-6 zones which would result in the creation of any building lot of less than 7200 square feet in area, is hereby extended for a period of 180 days

**Section 3. Public Hearing.** Pursuant to RCW 35A.63.220 and RCW 36.70A.390, a public hearing upon the moratorium extension established by this Ordinance shall be held within 60 days of the adoption of this Ordinance.

**Section 4. Effective Period of Moratorium.** This moratorium shall be effective immediately upon the expiration of the moratorium established by Ordinance No. 170, March 27, 1999, and shall thereafter continue in effect for 180 days.

**Section 5. SEPA Exemption.** Pursuant to Ordinance No. 52, Adopting King County SEPA regulations, and Washington Administrative Code Section 197-11-880, the City Council finds that an exemption under SEPA for this action is necessary to prevent an imminent threat to public health and safety and to prevent an imminent threat of serious environmental degradation through continued development under existing regulations. The City shall conduct SEPA review of any permanent regulations proposed to replace this moratorium.

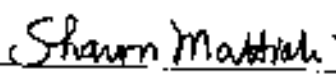
**Section 6. Severability.** Should any section, paragraph, sentence, clause or phrase of this ordinance, or its application to any person or circumstance, be declared unconstitutional or otherwise invalid for any reason, or should any portion of this ordinance be pre-empted by state or federal law or regulation, such decision or pre-emption shall not affect the validity of the remaining portions of this ordinance or its application to other persons or circumstances.

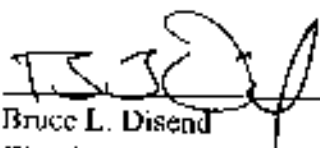
**Section 7. Effective Date.** This Ordinance, as an emergency ordinance necessary for the protection of the public health, safety and welfare, shall take effect and be in full force immediately upon its adoption.

  
\_\_\_\_\_  
Mayor Scott Jepsen

ATTEST:

APPROVED AS TO FORM:

  
\_\_\_\_\_  
Sharon Mattioli, CMC  
City Clerk

  
\_\_\_\_\_  
Bruce L. Disend  
City Attorney

Date of Publication: March 25, 1999  
Effective Date: March 22, 1999

**WASHINGTON, IMPOSING A MORATORIUM FOR SIX MONTHS ON THE FILING, ACCEPTANCE OR APPROVAL OF ANY APPLICATION FOR THE SUBDIVISION OF LAND WITHIN R-4 AND R-6 ZONES WHICH WOULD RESULT IN THE CREATION OF ANY LOT WHICH CONTAINS LESS THAN 7,200 SQUARE FEET IN AREA, AND DECLARING AN EMERGENCY**

WHEREAS, the City of Shoreline was incorporated on August 31, 1995; and

WHEREAS, following incorporation, the City had need to adopt an interim Comprehensive Plan and zoning code; and

WHEREAS, pursuant to RCW 35A.63, the City Council adopted King County's 1994 Comprehensive Plan (per Ordinance No. 10) as the City's interim comprehensive plan, and adopted King County Code, Title 21A, as the City's interim zoning code (per Ordinance No. 11); and

WHEREAS, in conformance with the State Growth Management Act, the City Council is in the process of developing a new Comprehensive Plan which will result in the adoption of a new zoning code and land use regulations consistent with the plan; and

WHEREAS, substantial concerns have arisen within the community relating to the zoning provision which permits subdivisions of land in R-4 and R-6 zones resulting in lots which contain less than 7,200 square feet in area; and

WHEREAS, one of the major concerns of Shoreline residents, and one of the major concerns of the City Council, is the impact of land use decisions on the Shoreline community; and

WHEREAS, the City Council needs time to study the existing and anticipated land use conditions within the City in order to finalize the Comprehensive Plan and to develop regulations necessary to implement the Plan; and

WHEREAS, as part of this planning process, the City Council needs time to determine whether subdivisions in the R-4 and R-6 zones which create lots which are less than 7200 square feet in area, either through the long plat or short plat process, will be consistent with the Comprehensive Plan and the regulations in support thereof; and

WHEREAS, RCW 35A.63.220 provides that the City Council may adopt ordinances establishing moratoria on land use development; and

WHEREAS, a moratorium for six months on certain subdivision activities will allow time for the City Council to complete the adoption of the Comprehensive Plan and prevent a substantial change in the character of the City pending final adoption; and

WHEREAS, the City Planning Commission has studied the potential impacts of small lot development in the R-4 and R-6 zones upon the community and found that the density level resulting from the addition of lots smaller than 7200 square feet, prior to the development of adequate infrastructure, may conflict with the King County Plan goals for public safety and public services; and

WHEREAS, the Planning Commission has found that the level of density which could result from the addition of smaller lots in the R-4 and R-6 zones could reasonably be expected to conflict with the anticipated Shoreline Comprehensive Plan goals for public safety and public services (e.g. schools, emergency services, roadways, utilities); and

WHEREAS, the Planning Commission has found that King County regulations require protection of environmentally sensitive areas (e.g. wetlands, drainage basins, and steep slopes), and the City of Shoreline regulations enacted following adoption of the Comprehensive Plan will likely have similar requirements, the continued development in the R-4 and R-6 zones of lots which are smaller than 7200 square feet may make protection of such areas more difficult; and

WHEREAS, the Planning Commission has found that the level of density that could result from the addition of lots smaller than 7200 square feet may conflict with the King County Plan goals calling for development to provide for: a) economic, social and aesthetic advantages of orderly growth; b) harmonious groupings of compatible, complementary land uses; and c) the application of appropriate development standards in order to minimize adverse impacts of uses; and

WHEREAS, the Planning Commission has found that such lots may be inconsistent with anticipated future City of Shoreline goals for orderly growth, harmonious development, and/or standards which regulate development; and

WHEREAS, the City Council has determined that the City of Shoreline's land use integrity, and the State Growth Management Act planning process, will suffer significant harm unless immediate action is taken to impose a moratorium on the filing, acceptance or approval of applications for subdivisions of land in R-4 and R-6 zones that would result in lots which contain less than 7,200 square feet in area; and

consider appropriate changes to the City's land use regulations; and

WHEREAS, the potential adverse impacts upon the public health, safety, and welfare, as outlined herein, justify the declaration of an emergency;

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

**Section 1. Moratorium.** Pursuant to RCW 35A.63.220, and RCW 36.70A.390, a moratorium is hereby established on the filing, acceptance or approval of any application for the subdivision of land in R-4 and R-6 zones which would result in the creation of any lot which is less than 7,200 square feet in area.

**Section 2. Effective Period of Moratorium.** Pursuant to RCW 35A.63.220, and RCW 36.70A.390, the moratorium imposed hereby shall become effective immediately upon adoption of this Ordinance and shall continue in effect for six months following the effective date unless repealed, extended or modified by the City Council after a subsequent public hearing and entry of appropriate findings of fact.

**Section 3. Public Hearing.** Pursuant to RCW 35A.63.220 and RCW 36.70A.390, a public hearing on the moratorium established by this Ordinance shall be held within sixty days of the adoption of this Ordinance.

**Section 4. SEPA Exemption.** Pursuant to Ordinance No. 52, adopting King County SEPA regulations, and the Washington Administrative Code (WAC 197-11-880), the City Council finds that an exemption under SEPA for this action is necessary to prevent an imminent threat to public health and safety and to prevent an imminent threat of serious environmental degradation through continued development under the existing regulations. SEPA review of any permanent regulations proposed during the course of this moratorium shall be conducted.

**Section 5. Construction.** This Ordinance shall not be construed or interpreted to invalidate any vested right of a completed application filed with the City prior to the effective date of this Ordinance.

**Section 6. Severability.** Should any section, sentence, clause or phrase of this ordinance be declared invalid or unconstitutional by a court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this ordinance.

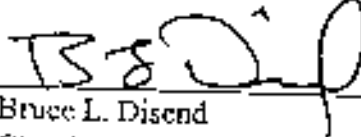
**Section 7. Effective Date.** This Ordinance, as an emergency ordinance necessary for the protection of the public health, safety and welfare, shall take effect and be in full force immediately upon its adoption.

  
Mayor Scott Jepsen

ATTEST:

APPROVED AS TO FORM:

  
Sharon Mattioli, CMC  
City Clerk

  
Bruce L. Disend  
City Attorney

Date of Publication: October 1, 1998  
Effective Date: September 28, 1998

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

<b>AGENDA TITLE:</b>	Conduct a Public Hearing to Consider the Human Services Allocations Advisory Committee Recommendations for 2000 Health and Human Service Competitive General Fund and Community Development Block Grant Allocations and Authorize the City Manager to Sign the Contracts Implementing Approved Recommendations
<b>DEPARTMENT:</b>	Health and Human Services
<b>PRESENTED BY:</b>	Rob Beem, Health and Human Services Manager Rachael Markle, Grant Specialist

**EXECUTIVE / COUNCIL SUMMARY****Health and Human Services Funding**

In May 1999, Council made the decision to allocate all funding for Health and Human Services in the City of Shoreline through an annual competitive application process. This decision combined the General Fund Health and Human Service grant process and contracts with the Center for Human Services and the Senior Center with the CDBG application process. Applicants fill out the same applications, with the same deadline, and are reviewed and ranked as a whole by the Human Services Allocations Committee. The process for requesting funding from the City for Human Services was streamlined by combining General Funds with CDBG funds. This decision also attracted new applicants, such as Teen Hope, Youth Volunteer Corp, and the 45<sup>th</sup> Street Clinic.

The City of Shoreline will receive approximately \$334,500 in Federal Community Development Block Grant (CDBG) funds in 2000. This total is recommended to be allocated to the following areas at the indicated levels: 1) The maximum amount allowed under Federal CDBG guidelines, 15% of the total, is available for public (human) services programs: \$58,064; 2) A maximum allowable amount of \$53,459 is available for CDBG program planning and administration i.e. CDBG project contracting, reporting, and monitoring, 3) A recommended amount of \$74,000 to be allocated to the King County Housing Repair Fund administered through King County to provide local home owners with low to moderate incomes or special needs with loans or grants of up to \$13,500 to make emergency, health, and safety related home repairs; and 4) The remaining \$148,976 is available for capital projects. These Federal funds are used for the purpose of serving low- and moderate-income Shoreline residents.

By combining General Funds with CDBG funds, the total amount of funds available for competitive allocation is as follows:

Capital Projects:	<b>\$148,976</b> (CDBG)
Human Service Projects:	\$ 58,064 (CDBG)
	\$157,739 (General Fund. \$50,000 GF: \$67,739 Senior Center; \$40,000 CHS)
	<b>\$215,803</b>



In September of 1998, the Health and Human Services Task Force completed the Proposed Health and Human Services Strategy for the City of Shoreline for Council review. This report identified fifteen "Desired Outcomes" (Attachment D). Although many needs were identified, the Desired Outcomes represent the Task Force's perception of the needs that City support will have the greatest effect upon.

This year the City, in response to the City's April and May 1999 mailings, local advertisements of funds available, and applicant workshops for the 2000 cycle, received twenty-four (24) public service applications and four (4) capital project eligible applications. This is an increase from 1998 and 1999 applications. The 24 public service application requests totaled \$397,487. The four (4) capital project requests totaled \$238,865. (Please see Attachment A: Detailed Recommendation for 2000 CDBG and Human Service fund Allocations)

The Human Services Allocations Committee, consisting of both community representatives and City staff, evaluated all of the applications submitted. The Committee used Rating Criteria Sheets (Attachment B), which attach numerical values to questions for the purpose assessing the following:

- Level of Need for the proposed service in Shoreline;
- Whether the purpose of the service fits with the City's goals for human services;
- Ability to address at least one the City's "Desired Outcomes" (Attachment D) and (for Capital Projects only) the King County Housing and Community Development Consortium-wide Objectives for 2000-2002 (Attachment C).
- Level of collaboration and planning initiated by the applicant;
- Diversity of services and persons served,
- The financial and staffing feasibility of the applicant to successfully implement the project;
- Level of request in comparison to the level of service provided to Shoreline residents; and
- (Where applicable) An applicant's performance history on past contracts.

The Human Services Allocations Committee's recommendation to Council is to fund the attached list of projects, fourteen (14) public service programs and four (4) capital projects. A contingency plan has been developed in case of changes in the amount of available Federal funds; local funds; and/or an agency's decline of allocated funds. A public hearing is scheduled as part of this agenda item to receive public comment on the Committee's recommendation.

The Committee recommendation includes three new projects, Teen Hope, Youth Volunteer Corps, and Multi Service Center Emergency Services. The funding recommendation developed by the Human Services Allocations Committee is as follows:

**Human Service Projects Recommended for Funding**  
**(Please refer to Attachment D: Desired Outcomes)**

<b>Applicant</b>	<b>Project Description</b>	<b>Agency Request</b>	<b>Recommendation</b>	<b>Desired Outcome(s)</b>
Center for Human Services	1) Provide prevention services to families in Shoreline; 2) Case management, outreach, nutrition and maternity services, parenting classes and support groups.	\$93,012	\$68,800	#2; #4; #5
City of Shoreline, Teen EarthWorks	Provide summer employment for environmental projects and educational experiences at City parks for low-income youth ages 14 to 19 years.	\$11,345	\$7,500	#1; #3; #7; #11
Cnsis Clinic	Provide information & referral, crisis intervention, & short-term phone counseling to 3,600 Shoreline residents.	\$5,500	\$5,250	#2; #6
Emergency Feeding Program/Shoreline	Provide an emergency response to the nutritional needs of people in crisis hunger situations and resource counseling.	\$11,460	\$9,000	#6
Food Lifeline	Supply food to neighborhood food banks and meal programs; Solicitation of donations from the food industry and the public;	\$5,000	\$5,000	#6
Multi-Service Centers of North & East King County, Emergency Services.	Provide for the delivery of financial assistance and motel vouchers for 35 additional Shoreline households.	\$7,000	\$5,000	#6; #15
Multi-Service Centers of North & East King County, Kenmore Emergency Shelter	Provision of 9 units of emergency shelter in Kenmore Shelter; case management services; & first months rent payments for homeless families.	\$7,000	\$6,000	#6
Senior Services of Seattle/King County: Shoreline-Lake Forest Park Senior Center	Program provides nutrition, recreation & socialization, educational classes; financial & legal counseling; in home assistance, community events, and volunteer opportunities	\$69,771	\$65,368	#15
Shoreline Parent Education Center: Healthy Start	Provides voluntary home based support services to new parents under the age of 22 who are pregnant with or parenting an infant 6 months or younger.	\$8,400	\$7,085	#3; #5; #12
The Homelessness Project of The Church Council of Greater Seattle	THP provides transitional housing and case management to homeless single-parent families.	\$5,300	\$5,300	#6; #8

### Human Service Projects Recommended for Funding, cont.

Applicant	Project Description	Request	Recommendation	Desired Outcome(s)
Teen Hope, Youth and Family Mediation	Assists families in managing conflict, particularly conflict occurring between adolescents and their parents or guardians. Co-mediated by adult and a teenage peer, trained by Program. Will provide mediation services for 100 families.	\$15,000	\$7,500	#3; #8
Youth Volunteer Corps of King County	A youth volunteer program lead by an AmeriCorps member used to build self-confidence, leadership, teamwork, and friendship skills while meeting community needs.	\$10,000	\$8,000	#1; #7
YWCA, Club Kellogg	Tutoring assistance, recreation & provision of a safe place for Kellogg Middle School students to go between the hours of 3 & 5 p.m.	\$14,000	\$10,000	#1; #2; #3; #5; #7; #9
YWCA, Safety Net for Families	Provision of emergency shelter via motel vouchers in Shoreline or at the Lynnwood shelter and case management for up to five homeless single parent families.	\$8,000	\$6,000	#6; #13
<b>TOTAL</b>		<b>\$270,788</b>	<b>\$215,803</b>	

### Capital Projects Recommended for Funding

Applicant	Project	Request	Recommendation	KC H&CD Obj.	Desired Outcome(s)
Shoreline Public Works Department	ADA improvements to sidewalks	\$100,000	\$65,316	F	---
Parkview Group Homes III	Purchase 3 condos in Shoreline to rent to 5 very low-income persons w/ developmental disabilities.	\$35,000	\$32,410	A	#10
Multi Service Centers, Kenmore Family Emergency Shelter	Repair the roof on the Kenmore Shelter to prevent further structural and interior damage	\$43,865	\$11,250	C	#6
Shoreline YMCA, Childcare Enrichment Site Development and Program Expansion	Purchase a modular childcare facility including 2 classrooms, a kitchen, ADA accessible restrooms, and additional program space	\$60,000	\$40,000	E	#9; #11; #1; #5; #7
<b>Total</b>		<b>\$238,865</b>	<b>\$148,976</b>		

**NOTE:** The 45<sup>th</sup> Street Clinic submitted a Capital Application for \$60,000 to assist in securing a lease in Shoreline to establish a local health clinic. This application was not eligible due to a 15-year lease required to use CDBG funds. The Committee however, wanted to express support for this project.

## **RECOMMENDATION**

Staff recommends that Council hold a public hearing and adopt the Human Services Allocations Committee's recommendation for allocating 2000 CDBG and Health and Human Service funds, including the recommended allocations for CDBG Planning/Administration and the King County Housing Repair Fund, as well as the contingency plan; and authorize the City Manager to enter into agreements for implementing these projects. Given the upcoming vote on I-695 these agreements will be contingent upon adoption of a Year 2000 budget at 1999 funding levels.

Approved By: City Manager LB City Attorney N/A

## **BACKGROUND / ANALYSIS**

### **Health and Human Services Funding**

In May 1999, Council made the decision to allocate all funding for Health and Human Services in the City of Shoreline through an annual competitive application process. This decision combined the General Fund Health and Human Service grant process and contracts with the Center for Human Services and the Senior Center with the CDBG application process. Applicants fill out the same applications, with the same deadline, and are reviewed and ranked as a whole by the Human Services Allocations Advisory Committee. The process for requesting funding from the City for Human Services was streamlined by combining General Funds with CDBG funds. This decision also attracted new applicants, such as Teen Hope, Youth Volunteer Corp, and the 45<sup>th</sup> Street Clinic. Staff determined which projects could be funded with CDBG dollars based on the project's ability to meet Federal funding requirements. The remaining projects would be funded using General Funds. The total amount of funds available for competitive allocation is as follows:

Capital Projects:	<b>\$148,976</b> (CDBG)
Human Service Projects:	\$ 58,064 (CDBG)
	\$ 157,739 (General fund: \$50,000 GF; \$67,739 Senior Center; \$40,000 CHS)
	<b>\$215,803</b>

\*The potential impact of Initiative 695 is an estimated reduction of 16% of the City's General Fund revenue or \$2.9 million. Therefore, if Initiative 695 passes in November of 1999, the health and human service allocations could be reduced or eliminated. Agencies receiving awards from the General Fund that would be effected include

- Center for Human Services
- Shoreline/Lake Forest Park Senior Center
- Youth Volunteer Corps
- Club Kellogg
- Teen Hope
- Shoreline Earthworks Program

### **Community Development Block Grant (CDBG) Funding**

The Federal Community Development Block Grant (CDBG) Program was created under Title I of the Housing and Community Development Act of 1974. The primary objective of the community development program is the development of viable urban communities, by providing decent housing and a suitable living environment and expanding economic opportunities, principally for persons of low and moderate income. CDBG funds can be used for the following activities: acquisition and rehabilitation of housing for low income and special needs populations; housing repair for homeowners and renters; acquisition and rehabilitation of community facilities; public infrastructure improvements; delivery of human services; historic preservation; planning; CDBG program administration; and economic development. CDBG funds can serve households with incomes up to 80% of the King County median income.

As an entitlement community, Shoreline will still determine the allocations to eligible projects according to locally developed policies and the King County Consolidated Housing and Community Development Plan. For 2000, the Health and Human Service Committee selected the most feasible projects that best addressed local needs and purpose while supporting the Health and Human Services Strategy "15 Desired Outcomes" (Attachment D) and the King

County Housing and Community Development Consortium-wide Objectives for 2000-2002 (Attachment C). The King County Housing and Community Development Consortium-wide Objectives replaces locally adopted strategies with a broad Consortium-wide list of housing and community development objectives.

The federal Department of Housing and Urban Development (HUD) has not yet confirmed the 2000 fiscal year budget. Therefore, the following figures represent a close estimate of the CDBG funds that will be available to the City. These funds will be confirmed or adjusted after the adoption of the Federal budget. For 2000, Shoreline's estimate of available CDBG funds is as follows:

1. Public (human) services*	\$ 58,064
2. Planning & Administration**	\$ 53,459
3. King County Housing Repair Fund***	\$ 74,000
4. Capital projects****	<u>\$148,976</u>
	<b>\$334,499</b>

\* Federal regulations mandate, that not more than 15% of the total CDBG entitlement can be allocated to public service projects. This amount represents the maximum CDBG funds that the City can allocate to public services, as determined by the CDBG Consortium.

\*\*This amount represents the maximum allowable percentage for planning and administration under the Department of HUD regulations. In order to fund the administration of the City's CDBG program, this is the staff recommended funding level.

\*\*\* In April, this figure was forwarded to King County as an estimate of the funds to be allocated to the Housing Repair Fund. This amount is based on the following factors: 1) The City's historic Housing Repair Fund account balance. The City annually has an average of \$200,000 in the Housing Repair Fund; and 2) The estimated amount of funds expended for local housing repairs per year: \$120,000. By allocating the recommended \$74,000 the City's Housing Repair Fund account will have an estimated \$120,000 available in 2000 for other capital projects.

\*\*\*\*This amount represents the remainder of the CDBG funds after public service, planning and administration, and King County Housing Repair Fund allocations are determined.

### **Application Process**

In April, letters were sent to a list of sixty plus "interested parties" announcing the availability of applications for Shoreline's 2000 Health and Human Service funds. An announcement of application availability was also placed in the Seattle Times and The Enterprise in April. Two bidders conferences were held, one in conjunction with the North East Funding Group and one in Shoreline.

A total of twenty-eight applications were received by the application deadline of June 11, 1999. The City received twenty-four (24) public service applications, totaling \$397,487 in requests, which exceeded the available funds by \$181,684. We received four (4) capital project applications, totaling \$238,865 in requests, exceeding the available fund by \$89,889. Based on a King County CDBG Consortium requirement, no applicant may be funded for less than \$5,000.

For comparison purposes, in 1996 the City received (19) public service requests and (7) capital project applications. The (17) public service requests totaled \$246,092, exceeding the available funding of \$56,942. The (7) capital project requests totaled \$401,515, exceeding the amount of available funds by \$204,219. In addition, \$41,808 in capital funds was allocated to the King County Housing Repair program.

## **Advisory Committee**

In order to evaluate the twenty-eight (28) applications, a Human Services Allocations Advisory Committee was formed. The Committee has five community representatives and two staff representatives.

Community representatives were recruited through newspaper advertisements Seattle Times, Asian Weekly, and Shoreline Enterprise, notices in neighborhood newsletters, announcements to the Council of Neighborhoods, posting on the City's web page, and posting of notices in key community locations (libraries, grocery stores, local agencies). The advertisements outlined the following three requirements for serving on the Committee as a community representative:

1. Must be a resident of Shoreline;
2. Knowledge of or interest in human services, low-income or special needs housing, or other capital projects; and
3. Not currently employed by or a member of the Board of Directors of an agency which is applying for funds from the City.

The third requirement is used to avoid potential conflicts of interest.

Applicants were then asked to describe their educational and occupational background, their interest in serving on the Human Services Allocations Advisory Committee, and their involvement in the City of Shoreline. Five applicants were chosen and able to serve on the Advisory Committee:

1. **Irene Hartzell** has 25 years of professional experience in human services as a clinical psychologist. She also has experience working in low-income areas. Currently, Ms. Hartzell is retired and has recently obtained her real estate license. This is Ms. Hartzell's second year serving on the Committee.
2. **Edel Hondl-Murray** has been a resident of Shoreline (since 1972) and has 32 years professional experience in Human Services as a psychiatrist. She is currently retired and interested in getting involved in her community. This is Ms. Murray's second year serving on the Committee.
3. **Ron Greeley** is presently employed as a psycho-therapist. His occupational experience includes mental health therapy, paramedics, and secondary/college level instruction. He is a Richmond Beach Community Council Board member, the Richmond Beach representative to the Council of Neighborhoods, and a member of the Citizen's Oversight Committee for the Fire Department. Mr. Greeley is interested in serving on the Committee to encourage funding of under-served populations.
4. **Lois Billig** is presently employed as a Social Service worker for Community Services for the Blind and Partially Sighted. She is active in her North City neighborhood attending neighborhood and planning meetings. She expresses a deep respect for the difficulty of obtaining scarce public dollars and applied to be on the Committee in an effort to ensure that funding is allocated appropriately.
5. **Andria Lazaga** is presently employed as a Community Services Administrator for the Seattle Housing Authority. She has experience with the provision of social services and the maximization of public funds. She is interested in becoming a more active participant in her community and thought that her skills and knowledge could be useful to the Committee.

In order to include perspectives of City staff involved in planning and community issues, two staff members were also included on the Human Services Allocations Advisory Committee. Most cities include staff on their Advisory Committee. In order to ensure the competitiveness of the review process, no representatives were selected from City departments with a direct stake in the outcome of the funding decisions. Therefore, no representatives were selected from the Finance Department, Parks and Recreation, and Public Works. The following City staff members served on the Committee:

Eric Swansen Senior Management Analyst, City Manager's Office  
Rob Beem Manager, Office of Health and Human Services

### **Review/Selection Process**

The Committee met four times during July and August. Each member of the Committee reviewed all twenty-eight (28) applications. They independently reviewed each application prior to any discussion by the group. The Committee used Rating Criteria Sheets (Attachment B), which attached numerical values to questions for the purpose assessing the following:

- Level of Need for the proposed service in Shoreline;
- Whether the purpose of the service fits with the City's goals for human services;
- Public Service projects received points based on the applicant's ability to address at least one the City's "Desired Outcomes" (Attachment D)
- Capital projects, although not required to address the Desired Outcomes, received additional points if the project did address any of the Desired Outcomes.
- All capital projects are required to address at least one of the King County Housing and Community Development Consortium Wide Objectives for 2000-2002 (Attachment C);
- Level of collaboration and planning initiated by the applicant;
- Diversity of services and persons served;
- The financial and staffing feasibility of the applicant to successfully implement the project;
- Level of request in companson to the level of service provided to Shoreline residents; and
- (Where applicable) An applicant's performance history on past contracts.

Each Committee member rated each application using the rating criteria sheet. At the beginning of each Committee meeting, each Committee member posted his/her score for each application. A total tally was calculated for each project to determine numerical project funding priorities. The committee then discussed each application. Committee members were then given the opportunity to change their posted scores. The projects were then placed in ranking order by score. The Committee determined, as a group the funding levels based largely on the project's ranking. Since there were no new funds available for allocation the Committee made an "across the board" decision to not give any applicant an increase from the previous year's funding. Most applicants were funded at the applicant identified lowest level of useable funding in order to fund three new projects.

It is important to remember that the process for determining the City's role in health and human services is still in formation. The hiring of the Health and Human Services Manager in April 1999 brings with it the goal of determining the how the City can most effectively focus its limited human service funds to achieve the "Desired Outcomes". As part of this task, the City will need to reaffirm or change the rank of the "Desired Outcomes". With the completion of these steps, the Human Services Allocations Advisory Committee will have more specific policy guidance as it makes its recommendations in future years.



In addition, as approved by Council, the City will be moving to a two year funding cycle in 2000. This will allow human service applicants to apply to the City for two year's of funding at a time. Determining the City's strategy to address the "Desired Outcomes" and the rank of each "Desired Outcome" will become even more important with the City committing funds for two-year periods.

## **Results**

The Human Services Allocations Advisory Committee has reviewed and ranked the twenty-eight (28) applications for 2000 CDBG/Human Services funding. The recommendations of the Committee have been summarized in the following list. A public hearing to solicit public comment will be held on September 13, 1999.

The Committee recommended fourteen (14) human service projects and four (4) capital projects for funding in 2000. More complete descriptions of each project can be found in Attachment A, along with brief descriptions of the Committee's rationale for its recommendation.

### Human Service Projects Recommended for Funding

Applicant	Project Description	Request	Recommendation	Desired Outcome(s)
Center for Human Services	1) Provide prevention services to families in Shoreline; 2) Case management, outreach, nutrition and maternity services, parenting classes and support groups.	\$93,012	\$68,800	#2; #4; #5
City of Shoreline, Teen EarthWorks	Provide summer employment for environmental projects and educational experiences at City parks for low-income youth ages 14 to 19 years.	\$11,345	\$7,500	#1; #3; #7; #11
Crisis Clinic	Provide information & referral, crisis intervention, & short-term phone counseling to 3,600 Shoreline residents	\$5,500	\$5,250	#2; #6
Emergency Feeding Program/Shoreline	Provide an emergency response to the nutritional needs of people in crisis hunger situations and resource counseling.	\$11,460	\$9,000	#6
Food Lifeline	Supply food to neighborhood food banks and meal programs; Solicitation of donations from the food industry and the public.	\$5,000	\$5,000	#6
Multi-Service Centers of North & East King County, Emergency Services.	Provide for the delivery of financial assistance and motel vouchers for 35 additional Shoreline households.	\$7,000	\$5,000	#6; #15
Multi-Service Centers of North & East King County, Kenmore Emergency Shelter	Provision of 9 units of emergency shelter in Kenmore Shelter; case management services, & first months rent payments for homeless families.	\$7,000	\$6,000	#6
Senior Services of Seattle/King County: Shoreline-Lake Forest Park Senior Center	Program provides nutrition, recreation & socialization, educational classes; financial & legal counseling; in home assistance; community events, and volunteer opportunities	\$69,771	\$65,368	#15
Shoreline Parent Education Center, Healthy Start	Provides voluntary home based support services to new parents under the age of 22 who are pregnant with or parenting an infant 6 months or younger.	\$8,400	\$7,085	#3; #5; #12
The Homelessness Project of The Church Council of Greater Seattle	THP provides transitional housing and case management to homeless single-parent families.	\$5,300	\$5,300	#6; #8

**Human Service Projects Recommended for Funding, cont.**

<b>Applicant</b>	<b>Project Description</b>	<b>Request</b>	<b>Recommendation</b>	<b>Desired Outcome(s)</b>
TeenHope, Youth and Family Mediation	Assists families in managing conflict, particularly conflict occurring between adolescents and their parents or guardians. Co-mediated by adult and a teenage peer, trained by Program. Will provide mediation services for 100 families.	\$15,000	\$7,500	#3; #8
Youth Volunteer Corps of King County	A youth volunteer program lead by an AmeriCorps member used to build self-confidence, leadership, teamwork, and friendship skills while meeting community needs.	\$10,000	\$8,000	#1; #7
YWCA of Greater Seattle, Club Kellogg	Tutoring assistance, recreation and the provision of a safe place for Kellogg Middle School students to go after school between the hours of 3 and 5 p.m.	\$14,000	\$10,000	#1; #2; #3; #5; #7; #9
YWCA of Seattle, Safety Net for Families	Provision of emergency shelter via motel vouchers in Shoreline or at the Lynnwood shelter and case management for up to five homeless single parent families.	\$8,000	\$6,000	#6; #13
<b>TOTAL</b>		<b>\$270,788</b>	<b>\$215,803</b>	

### Applications Not Recommended for Funding

Applicant	Project Description	Request	Recommendation
Catholic Community Services (CCS), East County Family Center	Assists elders & adults w/ disabilities to remain independent in their own home w/ volunteers providing in-home chore services.	\$6,000	No funding
Catholic Community Services, Low-income Client Counseling Subsidy Program	Provide counseling to low income Shoreline residents, unable to afford the cost of counseling.	\$5,500	No funding
Child Care Resources	Telephone and Internet information & referral service for parents seeking childcare.	\$7,858	No funding
City of Shoreline, Adult Community Choices	Provide daytime recreational, social and vocational opportunities to 20 adults with developmental disabilities.	\$7,991	No funding
King County Sexual Assault Resource Center	Information & Referral to 2 residents; Crisis intervention to 12 residents; 20 hours of Legal Advocacy to residents; & 5 presentations.	\$5,000	No funding
North Helpline	Prevention of eviction, utility shut off, provides emergency food, bus tickets, gas vouchers, paid emergency medicine, food bags (EFP Program), diapers and referral services to other agencies.	\$5,000	No funding
Seattle Mental Health, Shoreline ADHD/Behavioral Disorder Screening and Treatment	ADHD evaluation, psychology, skill development groups, & brief focused individual & family interventions for low-income children, youth, and families.	\$25,300	No funding
Senior Services of Seattle/King County: Adult Day Health Program	Therapeutic recreation services to seniors and others who are disabled	\$7,200	No funding
Shoreline/S. County YMCA, Teen Caravan Trips for Summer & School Breaks	Five middle & high school weeklong trips during winter break, spring break, and summer vacation.	\$6,850	No funding
45 <sup>th</sup> St. Clinic	Funds will be used to pay for uninsured patients who use the clinic.	\$50,000	No Funding
<b>Total</b>		<b>\$118,841</b>	

**NOTE:** The 45<sup>th</sup> Street Clinic submitted a Capital Application for \$60,000 to assist in securing a lease in Shoreline to establish a local health clinic. This application was not eligible due to a 15-year lease required to use CDBG funds. The Committee however, wanted to express support for this project.

## **CONTINGENCY PLAN**

1. Since the CDBG funds are an estimate from the federal government, Shoreline must also adopt a contingency plan to deal with possible variations in the amount available. Plans must be made in case the amount available increases or decreases by up to 10% of the amount currently estimated. In addition, if an applicant later declines funds, the adoption of a contingency plan of action will expedite the process of reallocation.

- a. **Public Services**

If at least \$5,000 of additional CDBG Public Services funds becomes available to the City (projects can only be funded for \$5,000 or more according to the rules established by the King County Joint Recommendations Committee), the Committee recommends awarding said funds to the Center for Human Services to fund up to \$71,000. If funds in excess of the amount needed to fund the Center for Human Services at \$71,000 become available or the Center for Human Services is unable to use these funds, the balance should be added to the Senior Center's award. These additions would restore each agency's allocation to full 1999 levels.

- b. **Capital Projects**

If additional CDBG Capital funds become available to the City, the Committee recommends awarding funds to Parkview Group Homes up to a total award of \$35,000. If funds in excess of the amount needed to fund Parkview Group Homes at \$35,000 become available or Parkview Group Homes is unable to use these funds, the balance should be added to YMCA Childcare Center Project up to a total award of \$60,000. Each of these programs were selected for increases as they addressed the Desired Outcomes and because the City's initial award left a significant fund raising gap.

2. If funding reductions are necessary, the Committee recommends:

- a. **Public Services:**

In the event the City's 2000 CDBG Public Service Funds are reduced by less than \$2,000, the Committee recommends reducing the Youth Volunteer Corp award. If the reductions are over \$2,000, the City will not fund the Youth Volunteer Corp and the remaining funds will be reallocated using the contingency plan for additional CDBG funds.

- b. **Capital Projects.** In the event the City's 2000 CDBG Capital Service Funds are reduced, the Committee recommends reducing the City of Shoreline Public Works ADA Sidewalks Improvement Program award. This project was selected because it could be easily scaled back and has received substantial funding in prior years.

3. Initiative 695:

The potential impact of Initiative 695 is an estimated reduction of 16% of the City's General Fund revenue or \$2.9 million. Therefore, if Initiative 695 passes in November of 1999, the health and human service allocations could be reduced or eliminated all together. Agencies receiving awards from the General Fund that would be affected include:

- Center for Human Services
- Shoreline/Lake Forest Park Senior Center
- Youth Volunteer Corps
- Club Kellogg
- Teen Hope
- Shoreline Earthworks Program

#### 4. Use of CDBG or GF funding:

The committee ranked projects on the basis of merit. Staff determined which projects to fund with CDBG or General Funds. This determination is based on how well a project meets and can document low to moderate-income benefit and whether or not it was funded with General Funds in prior years.

### **SUMMARY**

The Human Services Allocations Advisory Committee has met and reviewed twenty-eight (28) applications for Shoreline's 2000 CDBG and Human Service funding. There were twenty-four (24) applicants for human service projects and four (4) applicants for capital projects. Due to a King County CDBG Consortium regulation, no project funded can be under \$5,000. The Committee recommends funding fourteen (14) human service applicants for a total of \$215,803 and four (4) capital project applicants for a total of \$148,976. The recommended projects are described in Attachment A, along with a contingency plan in case federal funds are either increased or decreased up to ten percent from the current estimates. The Committee's recommendation is based on a careful review and ranking of the applications and by using the Rating Criteria Sheets.

### **RECOMMENDATION**

Staff recommends that Council hold a public hearing and adopt the Human Services Allocations Committee's recommendation for allocating 2000 CDBG and Health and Human Service funds, including the recommended allocations for CDBG Planning/Administration and the King County Housing Repair Fund, as well as the contingency plan; and authorize the City Manager to enter into agreements for implementing these projects. Given the upcoming vote on I-695 these agreements will be contingent upon adoption of a Year 2000 budget at 1999 funding levels.

### **ATTACHMENTS**

- Attachment A: Detailed Recommendation for 2000 CDBG and Human Service fund Allocations
- Attachment B: Rating Criteria Sheets
- Attachment C: King County Consortium's 2000-2002 Housing and Community Development Plan Objectives
- Attachment D: Health and Human Services Strategy for the City of Shoreline: 15 Desired Outcomes

## ATTACHMENT A

### 2000 HUMAN SERVICES ALLOCATIONS ADVISORY COMMITTEE RECOMMENDATIONS

#### COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) and HUMAN SERVICES CAPITAL AND PUBLIC SERVICES

**Note:** The Committee made an across the board decision not to increase past recipient's funding and/or to award the lowest requested amount of funding in an effort to fund three new projects, which directly address several of the Desired Outcomes.

*In order of the Committee's Recommendations*

#### **Capital Projects**

##### **I. Shoreline YMCA, Childcare Enrichment Site Development and Program Expansion**

**Project:** Demolition of the existing dilapidated 900 square foot single family house which has been converted into a one room childcare facility and replace it with a 1,900 square foot modular building. The new building will have 2 classrooms, 2 ADA accessible restrooms, increased storage space, and an expanded kitchen.

**No previous capital awards have been made to this agency**

**Request:** \$60,000

**Recommended:** \$40,000      **Source of funding:** CDBG

The requested funds will be used to purchase the modular building.

##### **Applicant goals for requested funds at the recommended funding level:**

-Purchase 30% of the modular building.

##### **Key Points of Committee's deliberations:**

**Rating Criteria score:** 536 points out of a possible 665 points

- ♦ This project was selected based on the level of need. The existing building is dilapidated and too small to serve existing needs and will therefore not meet anticipated needs.
- ♦ The existing building is not accessible to persons with disabilities.
- ♦ The project supports many of the Desired Outcomes (#1, #2, #5, #7, #9, and #11).
- ♦ The YMCA has authorized \$96,000 as a match for this project.
- ♦ The facility will be located in Shoreline.
- ♦ The facility will allow the YMCA to serve 60 very low and low-income Shoreline youth/families.

#### **BUDGET**

City of Shoreline	\$ 40,000 (Recommended amount)
YMCA	\$ 96,000
<u>Additional Fundraising</u>	<u>\$ 20,000</u>
<b>TOTAL</b>	<b>\$156,000</b>

## **2. Shoreline Public Works**

**Project:** City of Shoreline Americans with Disabilities (ADA)  
Sidewalks Improvements; Construct 35-45 curb ramps

**Request:** \$100,000

**Recommended:** \$ 65,316      **Source of funding:** CDBG

**1997 CDBG Funding:** none

**1998 CDBG Funding:** \$59,749 for ADA Sidewalk Improvements

**1999 CDBG Funding:** \$100,000 for ADA Sidewalk Improvements

The requested funds would be used for design, construction, and construction administration.

### **Applicant goals for requested funds at the recommended level funding:**

- Construction of 25-30 curb ramps
- Construct wheel chair pads at bus stops

### **Key points of the Committee's deliberations:**

**Rating Criteria score: 524 points out of 665 possible points**

- The Committee was satisfied with the implementation of past awards for the construction of curb ramps.
- The project is a direct investment in the City's infrastructure.
- The project scored well on accessibility, feasibility, and local needs.
- This project stands to benefit 1,000's of Shoreline residents in need of better and new non-motorized access.
- As part of the Contingency Plan recommended, in the event of a decrease in CDBG funding the City of Shoreline Public Works ADA sidewalk project awarded designated to be decreased accordingly.

### **BUDGET:**

City of Shoreline	\$ 65,316 (Recommended amount)
<b>TOTAL</b>	<b>\$ 65,316</b>

## **3. Parkview Group Homes II:**

**Project:** Purchase 3 condominiums to rent to 5 Shoreline residents with very low-incomes and developmental disabilities.

**Request:** \$35,000

**Recommended:** \$32,410      **Source of funding:** CDBG

**1997 CDBG funding:** none

**1998 CDBG funding:** \$30,000 for the purchase of two group homes

**1999 CDBG funding:** \$30,300 for the purchase of two group homes

The requested funds will be used for acquisition of the condominiums.



**Parkview Group Homes, cont.****Applicant Goals for requested funds at the recommended level of funding:**

-Purchase 8.5% of 3 condominiums in Shoreline.

**Key points of the Committee's deliberations:****Rating Criteria score: 506 points out of 665 possible points**

- Parkview Group Homes has performed well on past contracts. Projects are implemented expediently and with a high degree of professionalism.
- The population to be served is very vulnerable and in need.
- The persons to be assisted are long time residents of Shoreline.
- The applicant needs Shoreline's funds to leverage funding from King County.
- The application scored well on: Local Needs; Purpose; Feasibility; Collaboration, and Diversity.

**BUDGET:**

City of Shoreline	\$ 32,410 (Recommended amount)
King County Housing Finance Program	\$160,000*
Dept. of Community, Trade & Economic Development's Housing Trust Fund/Developmental Disabilities Demonstration Project	\$177,363
<u>Parkview Group Homes</u>	<u>\$ 7,590</u>
<b>TOTAL</b>	<b>\$377,363</b>

\* Funds are committed.

**4. Multi-Service Centers of North & East King County, Kenmore Family Emergency Shelter**

**Project:** Renovate the Kenmore Family Shelter (Roof Repairs: \$11,250; Interior Renovation \$3,200; Exterior Renovation: \$4,550; and Plumbing/Heating: \$24,865)

**No previous capital awards have been made to this agency**

**Request:** \$43,865

**Recommended:** \$11,250      **Source of funding:** CDBG

The requested funds will be used for the replacement of the mansard (roof component) around the entire roof and gables

**Applicant's goals for requested funds at the recommended funding level:**

-Replace the mansard around the roof.

**Key Points of Committee's deliberations:****Rating Criteria score: 298 out of 665 possible points**

- The Committee recognized that the Kenmore Shelter is the closest shelter to Shoreline and is a resource of Shoreline residents in need.
- Shoreline residents comprise 9% of the annual use of the shelter.
- The agency identified the roof as the most crucial need. The Committee thought that if the roof repairs were not completed, additional water damage would be likely increasing the agency's future needs.

**Multi-Service Centers of North & East King County, Kenmore Family Emergency Shelter, cont.**

- The Committee does not recommend funding this project in its entirety. Although Shoreline residents represent only 9% of the shelter's use, the applicant is requesting 100% of the project's budget from Shoreline. The agency has not had an engineering or architectural assessment prepared for the project. The agency also does not have a long-term financial plan for the maintenance of the shelter. Therefore, the Committee recommends that the agency develop a master plan that identifies a long-term maintenance program for the shelter. The agency is also encouraged to approach all jurisdictions that use the shelter to support the funding needed to implement the plan.

**BUDGET:**

Unfunded	\$32,615
City of Shoreline	<u>\$11,250</u> (Recommended)
TOTAL	\$43,865

**Recommended Public Service Projects**

**1. Crisis Clinic**

**Project:** Provide information and referral, crisis intervention, and short term phone counseling to 3,600 Shoreline residents.

**Request:** \$5,500

**Recommended:** \$5,250

**Source of funding:** CDBG

**1997 CDBG funding:** \$5,000 for telephone support services

**1998 CDBG funding:** \$5,000 for telephone support services

**1999 CDBG funding:** \$5,350 for telephone support services

This proposal seeks funding for personnel costs associated with the 24-hour Crisis Line and the Community Information Line.

**Applicant's goals for service to Shoreline clients in 2000 at this recommended funding level:**

- 761 calls received by the agency from Shoreline residents in need of crisis and human support services (Agency will receive an estimated 3,600 total calls from Shoreline residents)
- 20 calls will be made by the agency on behalf of Shoreline residents
- 3,200 referrals will be given by the agency to other agencies, local shelters, and mental health services on behalf of Shoreline callers

**Key points of the Committee's deliberations:**

**Rating Criteria score: 617 points out of a possible 700 points**

- This agency's services address Outcome #2 and Outcome #6
- The low service ratio (program dollars per beneficiary) suggests this project would reach a relatively high number of Shoreline residents with the requested funding.
- The services provided by this agency are a core piece of all other public service provision.
- The agency has met and exceeded all performance outcome measures on past contracts.

**Crisis Clinic, cont.**

- This application scored well on: Local Needs; Collaboration; Diversity; Feasibility; and Funding

**BUDGET**

City of Shoreline	\$ 5,250 (Recommended)
City of Auburn	\$ 5,000
City of Covington	\$ 1,020
City of Burien	\$ 4,300
City of Redmond	\$ 14,730
City of Bellevue	\$ 28,652
City of Bothell	\$ 3,100
City of Des Moines	\$ 3,000
City of Issaquah	\$ 2,200
City of Federal Way	\$ 3,060
City of Kent	\$ 3,342
City of Woodinville	\$ 1,100
City of Kirkland	\$ 3,700
City of SeaTac	\$ 3,090
City of Tukwila	\$ 1,500
City of Renton	\$ 5,600
Seattle DHHS	\$ 34,487
Fremont HSP	\$ 40,083
UHH/King County I&R	\$400,974
Program Service Fees	\$190,723 (funds committed)
United Way of King Co.	\$121,269
<b>TOTAL</b>	<b>\$875,580</b>

**2. Senior Services of Seattle/King County: Shoreline/Lake Forest Park Senior Center**

**Project:** Provision of nutrition, recreation, and socialization, educational programs; financial and legal counseling; in home assistance; community events, and volunteer opportunities for Shoreline Senior citizens.

**Request:** \$69,771

**Recommended:** \$65,368

**Source of funding:** General Fund

**1998 General Fund Contract:** \$67,739

**1999 General Fund Contract:** \$67,739

The requested funds will be used to support personnel costs associated with the provision of services to Shoreline seniors.

**Agency goals for service to Shoreline clients in 1999 at this recommended funding level:**

- Serve 1,364 Shoreline seniors
- 24,856 Person hours (duplicated hours of service to Shoreline senior citizens: ex. 25 seniors attend a workshop on estate planning - 25 person hours)

**Senior Services of Seattle/King County: Shoreline/Lake Forest Park Senior Center, cont.**

**Key points of Committee's deliberations:**

**Rating Criteria score: 583 points out of a possible 700 points**

- This agency's services address Outcome #15.
- The agency has met all goals in previous contracts with the City.
- The cost of services is very reasonable at \$2.62 per service hour.
- The services will reach 1,000s of Shoreline residents.
- The applicant has made an effort to supplement its budget with fundraisers.
- This application scored well on: Local needs; Purpose; and Feasibility.
- Funding reduced to enable funding of additional programs.
- The agency has the capacity to do additional fundraising and would absorb the reduction.

**BUDGET:**

City of Shoreline	\$ 65,368 (Recommended)
City of Lake Forest Park	\$ 9,246
Foundation Grant	\$ 5,000
United Way	\$ 23,954
Seattle School District	\$ 3,700
Agency Fundraising	<u>\$ 181,239</u>
<b>TOTAL</b>	<b>\$ 288,507</b>

**3. City of Shoreline: Teen Earthworks Summer Program**

**Project:** The summer Teen EarthWorks program will provide summer employment for environmental projects and educational experiences at City parks for low income youth aged 14 to 19 years. This partnership will involve: 1) King County's Work Training Program (WTP), who will fund all wages for 20 youth and 2 adult crew leaders; 2) Shoreline School District, who will provide a summer school program for half of the participants; and 3) Community Professionals, who will volunteer leadership hours and resources to the program. This grant proposal will fund a Program Manager/crew leader who will design all work projects and administer all components necessary to accomplish site based tasks, transportation logistics, and materials/supply procurement.

**Request:** \$11,345

**Recommended:** \$7,500

**Source of funding:** General Fund

**1999 General Fund Contract:** \$10,000

**<<<<NOTE:** This program would be funded by Health and Human Services General Funds >>>>

The requested funds will be used to support the personnel, travel/training, and equipment/materials costs associated with the provision of this service.

**Agency goals for service to Shoreline clients in 2000 at this recommended funding level:**

- Serve Shoreline 16 very low and low income youth
- 210 hours of supervised work

**Earthworks, cont.****Key points of Committee's deliberations:****Rating Criteria score: 578 points out of a possible 700 points**

- This agency's services address Outcome #1, #3, #7, and #11.
- The project is focused solely on at risk Shoreline youth.
- This application scored well on: Local Needs; Purpose; and Outcomes.
- The program has been successfully implemented this year

**BUDGET:**

City of Shoreline	\$ 7,500 (Recommended)
King County	\$45,253
<b>TOTAL</b>	<b>\$52,753</b>

**4. YWCA of Seattle, King County, Snohomish County: Pathways for Women**

**Project:** Safety Net for Families provides emergency shelter via motel vouchers in Shoreline or at the Lynnwood shelter and case management for up to 11 Shoreline residents.

**Request:** \$8,000

**Recommendation:** \$6,000

**Source of funding:** General Fund

**1997 CDBG funding:** \$6,679 for the provision of emergency shelter

**1998 CDBG funding:** \$5,000 for the provision of emergency shelter

**1999 CDBG funding:** \$6,000 for the provision of emergency shelter

This request will fund a portion of the personnel costs, office/operating costs, communications, travel/training, and consultant or purchased services related to the provision of emergency shelter to Shoreline women and families.

**Agency goals for service to Shoreline clients in 2000 at this recommended funding level:**

- 450 Emergency shelter bed-nights
- Residents utilizing the emergency shelter or motel vouchers will have access to information and referral services; housing counseling; health counseling; employment training; and workshops (parenting, life skills)

**Key points of Committee's deliberations:****Rating Criteria score: 578 points out of a possible 700 points**

- This agency's services address Outcome #6 and Outcome #13.
- The program met and exceeded outcome measures for past contracts with the City.
- The per bed-night costs were very low, yet seem realistic based on past contracts with the agency.
- The application scored well on: Collaboration; Diversity; and Feasibility.

### **Pathways for Women, cont.**

#### **BUDGET**

City of Shoreline	\$ 6,000 (Recommended)
ESAP	\$ 28,663
Homeless Child Care	\$ 3,000
United Way	\$ 20,000
FEMA-EFSP	\$ 17,000
<u>YWCA Generated</u>	<u>\$ 31,259</u>
<b>TOTAL</b>	<b>\$105,922</b>

### **5. Food Lifeline**

**Project:** Solicitation of donations from the food industry and the public, distribution of food and essentials to neighborhood food banks and meal programs. Food is allocated to agencies under contract to Food Lifeline based on need, including Neighbors in Need in Shoreline. Service is provided to the largely volunteer-driven member agencies by a professional warehouse, office, and technical assistance staff at Food Lifeline.

**Request:** \$5,000

**Recommended:** \$5,000

**Source of funding:** CDBG

**1997 CDBG funding:** none

**1998 CDBG funding:** none

**1999 CDBG funding:** \$5,000

This request will fund a portion of salary costs associated with providing this service to Shoreline's food banks and emergency meals programs.

**Agency goals for service to Shoreline clients in 2000 at this recommended funding level:**

- Serve approximately 3,000 Shoreline residents with (45) 1,000-pound units of food and other essentials.

**Key points of Committee's deliberations:**

**Rating Criteria score: 575 points out of a possible 700 points**

- This agency's services address Outcome #6.
- The Food Lifeline distribution center is located in Shoreline (1702 NE 151th).
- The applicant has met and exceeded its goals to date for the 1999 contract with the City.
- The cost of the service to the City is reasonable for the number of persons served and the pounds of food distributed locally.
- This application scored well on: Local Needs, Purpose, Feasibility, and Funding.

### **Food Lifeline, cont.**

#### **BUDGET:**

City of Shoreline	\$	5,000
City of Seattle – General Fund	\$	70,500
City of Kirkland – General Fund	\$	4,400
King County CDBG	\$	30,629
King County CX	\$	48,000
Federal (TEFAP, FEMA)	\$	194,235
State (EFAP)	\$	249,793
United Way	\$	302,900
Individual Contributors	\$	347,500
Foundations / Corporations	\$	353,000
Special Events	\$	231,000
Interest / Misc.	\$	65,000
Program Revenue	\$	147,000
TOTAL	\$	2,048,957

### **6. Emergency Feeding Program/Shoreline**

**Project:** The Emergency Feeding Program works with area agencies and churches to provide an emergency response to the nutritional needs of people in crisis hunger situations and to provide resource counseling to move them to longer range resources. Each person assisted through the Emergency Feeding Program receives a box of six meals to last two days. Meals can be picked up locally at the Center for Human Services.

**Request:** \$11,460

**Recommended:** \$9,000

**Source of funding:** CDBG

**1997 CDBG funding:** none

**1998 CDBG funding:** \$5,000 for the provision of emergency meals

**1999 CDBG funding:** \$9,935 – \$877 HHS Competitive Grant Funding

The request will fund a portion of operating and personnel support for the emergency food program.

**Agency goals for service to Shoreline clients in 2000 at this recommended funding level:**

-1,308 food packets provided to Shoreline residents

**Key points of the Committee's deliberations:**

**Rating Criteria score:** 573 points out of a possible 700 points

- This agency's services address Outcome #6.
- The low per unit cost and the high number of Shoreline residents served indicated that the agency was serving our population in a cost-effective manner.

**Emergency Feeding Program/Shoreline, cont.**

- The agency has met and exceeded outcome measures for their 1998 CDBG contract with the City of Shoreline. However, the applicant has not been able to meet 100% of the contracted goals to date for the 1999 contract. Therefore, the Committee recommended reducing the award to \$9,000 to reflect the actual level of service the agency is currently providing
- The application scored well on: Local Needs; Purpose; Outcomes; and Feasibility.

**BUDGET:**

City of Shoreline	\$ 9,000 (Recommended)
City of Kent	\$ 15,000
City of Renton	\$ 10,500
City of Federal Way	\$ 4,715
City of Bellevue	\$ 24,759
City of Kirkland	\$ 6,900
City of Tukwila	\$ 3,000
City of Seattle	\$ 28,209
City of Auburn	\$ 5,000
Foundations	\$ 30,000
Donations	\$235,000
Federal	\$ 20,000
State	\$ 16,500
<b>TOTAL</b>	<b>\$408,583</b>

**7. The Homelessness Project of the Church Council of Greater Seattle**

**Project:** The Homelessness Project provides transitional housing and case management to homeless single-parent families.

**Request:** \$5,300

**Recommended:** \$5,300

**Source of funding:** CDBG

**1997 CDBG funding:** none

**1998 CDBG funding:** \$5,000 for transitional housing and case management

**1999 CDBG funding:** \$5,150 for transitional housing and case management

This request is to fund personnel support for transitional housing and case management services.

**Agency goals for service to Shoreline clients in 2000 at this recommended funding level:**

- Sixteen (16) Shoreline residents which includes two (2) families in transitional housing
- 2,920 bed-nights of transitional housing
- 194 case management hours during which the agency will work with clients to help them move towards securing permanent housing and maintaining self sufficiency

**Key points of Committee's deliberations:**

**Rating Criteria score: 566 points out of a possible 700 points**

- This agency's services address Outcome #6 and Outcome #8.
- The Committee liked the use of following up case management for families who secure permanent housing.
- The applicant has met its performance measures for past contracts with the City.



**7. The Homelessness Project of the Church Council of Greater Seattle, cont.**

- The applicant has a high success rate of placing families in permanent housing.
- This application scored well on: Outcomes; Collaboration; Feasibility; and Funding.

**BUDGET**

City of Shoreline	\$ 5,300.00 (Recommended)
City of Seattle	\$ 24,647.00 (committed)
Denomin. and Congregations	\$ 11,845.00
Individuals	\$ 20,094.00
Program Fees	\$ 18,133.00 (committed)
HUD McKinney	\$127,234.00(committed)
Corps/Bus/Foundations	\$ 52,500.00
Fundraising/Misc.	\$ 35,603.00
<b>Total</b>	<b>\$295,356.00</b>

**8. Shorenorth Parent Education Center**

**Project:** Healthy Start: Shoreline/LFP provides voluntary home-based support services to new young families 22 years or younger, who are pregnant or have an infant six months or younger. Home visiting services continue for three years and a support group is also available.

**Request:** \$8,400

**Recommended:** \$7,085

**Source of funding:** CDBG

**1997 CDBG funding:** none

**1998 CDBG funding:** \$5,000 for new family support services

**1999 CDBG funding:** \$5,000 + \$2,085 HHS Competitive Grant Funding

The requested funds will be used to cover personnel costs for family support services.

**Agency goals for service to Shoreline clients in 2000 at this recommended funding level:**

- Family support will be provided by an experienced therapist through home visits and group support sessions to six (6) families.

**Key points of Committee's deliberations:**

**Rating Criteria score: 559 points out of a possible 700 points**

- This agency's services address Outcome #3; #5; and #12.
- The agency has met and exceeded the performance measures for past contracts with the City
- In regards to financial feasibility, the agency has 71% of its budget committed to date.
- In 1999, the agency hired and located a therapist in Shoreline at the Center for Human Services to serve Shoreline clients.
- The application scored well on: Purpose and Feasibility.

### **Shorenorth Parent Education Center, cont.**

**BUDGET:**

City of Shoreline	\$ 7,085.00 (Recommended)
United Way of King County	\$20,000.00 committed
United Way Venture funds	\$ 5,700.00 committed
Glaser Foundation	\$ 8,000.00
King County Commission On Children & Families	\$10,000.00 committed
<u>Bishop Foundation</u>	<u>\$ 5,000.00 committed</u>
<b>Total</b>	<b>\$55,785.00</b>

### **9. Center for Human Services**

**Project:** Provision of information and referral services, family support, family counseling and substance abuse services to Shoreline residents. This project combines separate grants that CHS received in 1999 for teen anger management, family support and substance abuse into one program. This program now covers the core services of the agency provides to Shoreline youth, families and adults. The funds requested will serve 1000 City residents and represents 25% of the agencies overall caseload. The agency is open daily, evenings and on Saturdays to provide services.

**Request:** \$93,012

**Recommended:** \$68,800

**Source of funding:** CDBG/General Fund

1998 General Fund Contract: \$40,000

1999 General Fund Contract: \$66,000

<<<<NOTE: This program would be funded by Health and Human Services General Funds>>>>

The requested funds will be used to support the personnel and operating costs associated with the provision of this service.

#### **Agency goals for service to Shoreline clients in 2000 at this recommended funding level:**

- Serve Shoreline up to 1,000 Shoreline residents
- 435 hours of Information and Referral Services
- 65 Parent Child Activities
- 190 hours of Family Skill Building
- 12 months of distributing Emergency Food Packets
- 590 hours of Family Counseling
- 729 hours of Substance Abuse Counseling

#### **Key points of Committee's deliberations:**

**Rating Criteria score: 563 points out of a possible 700 points**

- This agency's services address Outcome #2; #4; and #5.
- The CHS application sought support for two programs that were funded by the City of Shoreline in separate contracts during 1999. The services provided by CHS do meet critical needs in Shoreline. The agency has a long history of service to the community.
- Application did not document how services would be enhanced at higher level of funding. Committee recommends funding at essentially the 1999 level.

**Center for Human Services, cont.**

- This application scored well on: Local Needs; Purpose; Outcomes; and Diversity.

<b>BUDGET:</b>		
City of Shoreline	\$68,800	(Recommended)
Lake Forest Park	10,000	
City of Shoreline 2% Alcohol	20,000	
KC DASA	433,231	
KC Dept of HS	37,500	
KC Child & Family Comm	125,000	
KC Council Spec Projects	12,700	
Title 19	40,000	
Am Friends	3,400	
KC Drug Court	22,000	
United Way	18,000	
KC Dept of Pub Health	15,600	
Highline Mental Health	<u>72,150</u>	
<b>Total</b>	<b>\$878,381</b>	

**STAFF NOTES:** The Center for Human Services recently returned \$20,000 in Capital CDBG funds awarded in 1999 to implement Phase I of a structural remodeling project. The agency returned the funds due to its current state of reorganization and financial need.

CHS is currently undergoing substantial reorganization and refocusing its mission. During this transition the agency has experienced financial and reporting difficulties. Staff and the committee recommend that the agency's contracts contain performance requirements related to management of the reorganization and implementation of new financial and accountability systems.

Staff worked with CHS in 1999 to develop a detailed system for providing back-up documentation for reimbursement. CHS bills on a monthly basis and requests are reduced if the agency does not provide the agreed upon verification. Like any other agency, CHS is not currently paid, and will not be paid, for services not verified. The agency has been providing the City with both the services and the verification data required by the contract.

**10. YMCA: Club Kellogg**

**Project:** Club Kellogg provides safe, structured after school care for Kellogg students. Particular emphasis is placed on attracting youth who do not have other alternatives for after school care. The program will offer tutoring assistance, teach study skills and activities at Kellogg Middle School after school between the hours of 3 and 5 p.m. In addition Club Kellogg will also provide recreational activities such as group games, field trips and sorting events.

**Request:** \$14,000

**Recommended:** \$10,000

**Source of funding:** General Fund

**1999 General Fund Contract:** \$10,000

<<<<NOTE: This program would be funded by Health and Human Services General Funds not CDBG funds due to the low/moderate income requirement.>>>>

**YMCA: Club Kellogg, cont.**

**Agency goals for service to Shoreline clients in 2000 at this recommended funding level:**

- Serve Shoreline 90 Shoreline youth
- 9 Field Trips
- 216 additional Club Meetings serving 30 students

**Key points of Committee's deliberations:**

**Rating Criteria score: 543 points out of a possible 700 points**

- This agency's services address Outcome #1, #2, #3, #5, #7, and #9.
- The applicant is meeting its goals to date for the current contract with the City. These goals include: The contract states the agency will serve 40 students and has served 60 students; The contract states the agency will provide students with 180 hours of tutoring, programming, etc. and has provided 230 hours; The contract states the agency will conduct 10 outreach/promotional activities and has conducted 11; The contract states the agency will make 18 parent contacts and has made 758 (this includes a mass mailing); and The contract states the agency will award 6 scholarships to Shoreline students and has awarded 27.
- This program addresses many of the Desired Outcomes relating to youth.
- The cost/benefit ratio @ \$111 per youth is reasonable.
- This application scored well on: Local Needs; Collaboration; and Feasibility

**BUDGET**

City of Shoreline	\$10,000 (Recommended)
City of Lake Forest Park	\$14,000
King County	\$ 5,000
Shoreline School District	\$ 3,000
Shoreline YMCA	<u>\$ 7,500</u>
Total	\$39,500

**STAFF COMMENTS:** Staff researched the affect of the 21<sup>st</sup> Century Grant on the Club Kellogg program. The YMCA will receive \$11,500 of the 21<sup>st</sup> Century funds to expand the after school programming occurring at Kellogg Middle School. Currently, there are two types of after school programs available to Kellogg Middle School students. The first type of activities includes the traditional clubs (School Newspaper, Yearbook) and sports (baseball, football, soccer). The second activity is Club Kellogg, which is a structured small group activity (30 kids) based after school program.

The 21<sup>st</sup> Century Learning grant is intended to do more than simply support after school care. The goals of the grant include increasing the overall involvement of youth in the community through service learning and in future years, by offering a summer jump-start program. A key component in this strategy is to engage youth through participation in after school programming. This grant expands the service offered at Kellogg so that all youth at the school have access to interesting and appropriate activities.

### **11. Teen Hope: Youth and Family Mediation – New Program**

**Project:** The Youth and Family Mediation program will assist families in managing conflict, particularly conflict occurring between adolescents and their parents or guardians, preventing problems from escalating to the point that requires more costly intervention, and reconnecting youth with their families. The program is co-mediated by adult and teenage peer – both professionally trained in basic and parent/teen mediation. Teen Hope's Youth and Family Mediation program will train 12 student peer mediators from Shorecrest High School as parent/teen mediators and will provide mediation services for 100 families in the year 2010.

**Request:** \$15,000

**Recommended:** \$7,500

**Source of funding:** General Fund

<<<<NOTE: This program would be funded by Health and Human Services General Funds not CDBG funds due to the low/moderate income requirement.>>>>

The requested funds will be used to support the personnel, travel/training, and equipment/materials costs associated with the provision of this service

#### **Agency goals for service to Shoreline clients in 2000 at this recommended funding level:**

- Serve Shoreline up to 50 Shoreline youth
- 900 Mediation Counseling Hours
- 50 Youth intakes
- 50 Parent/Guardian intakes
- 7 Job placements
- 499 hours of training and workshops

#### **Key points of Committee's deliberations:**

**Rating Criteria score: 530 points out of a possible 700 points**

- This agency's services address Outcome #3 and #8.
- In comparison to other funded projects, the cost of this program seemed high and therefore, the Committee recommended reducing the award by 50%. The Committee felt certain the applicant could either raise additional funds or restructure the program to compensate for the reduction.
- The Rec Center will be a location for outreach.
- This application scored well on: Local Needs and Purpose.

#### **BUDGET:**

City of Shoreline	\$ 7,500 (Recommended)
City of Lake Forest Park	\$ 2,500
City of Edmonds	\$ 7,000
<u>Peter Drucker Innovation Grants</u>	<u>\$15,000</u>
<b>TOTAL</b>	<b>\$32,000</b>

## **12. Youth Volunteer Corps of King County (YVC)- New Program**

**Project:** The YVC Program engages teens in volunteer service in the Shoreline community. Working with teens and Shoreline Parks and Recreation staff, the YVC program coordinator will design volunteer experiences that match community needs with the teen's interests.

The YVC Program in Shoreline will consist of three components: 1) one time volunteer projects; 2) Youth Action Teams; and 3) YVC Intensive Summer Program to total 14 volunteer opportunities. All projects are supervised and led by a trained team leader at a 1:10 ratio. Through volunteering, youth will experience increased self-confidence, increased sense of connection to their peers and adults, and increased sense of ability to make meaningful community contributions. An AmeriCorps member will serve as a team leader and will be located at the City of Shoreline City Hall. The team leader will be responsible for outreach/recruitment of volunteers and projects. The requested funding will allow the YVC to serve an estimated 100 Shoreline youth between the ages of 11-18 who desire to volunteer. Projects will be community based and will be coordinated through Shoreline Parks and Recreation Department, the Shoreline/LEP Senior Center, and Ballinger Homes, to name a few of the partnerships.

**Request:** \$10,000

**Recommended:** \$8,000

**Source of funding:** General Fund

<<<<NOTE: This program would be funded by Health and Human Services General Funds not CDBG funds due to the low/moderate income requirement.>>>>

The requested funds will be used to support personnel costs, office/operating expenses, communications, travel/training, consultant/purchased services, and administration associated with the provision of this service.

**Agency goals for service to Shoreline clients in 2000 at this recommended funding level:**

- Serve Shoreline 100 youth
- Facilitate 14 youth volunteer opportunities
- Conduct 50 recruitment/outreach presentations

**Key points of Committee's deliberations:**

**Rating Criteria score: 528 points out of a possible 700 points**

- This agency's services address Outcome #1 and #7.
- The project has a favorable cost/benefit ratio at \$80 per youth served.
- The local school requirements for public service credits is creating a need for volunteer opportunities for youth.
- The community at large will also benefit from the volunteer projects.

### **BUDGET:**

City of Shoreline	\$ 8,000.00 (Recommended)
City of Bellevue	\$25,000.00 committed
City of Kirkland	\$ 8,500.00
Foundation grants & Individuals	\$14,989.00
School Agencies	\$14,700.00 committed
Campfire unrestricted	\$14,280.00 committed
<b>Total</b>	<b>\$85,469.00</b>

**13. Multi-Service Centers of North and East King County Emergency Services-New Program**

**Project:** The Multi-Service Center's will provide for the delivery of financial assistance and motel vouchers for 68 Shoreline residents in need.

**Requested:** \$7,000

**Recommended:** \$5,000      **Source of funding:** CDBG

This request is for personnel and operational support for staff associated with the delivery of emergency services.

**Agency goals for service to Shoreline clients in 2000 at this recommended funding level:**

- Distribute \$5,250 in financial aid to Shoreline residents
- 1,200 Information and referral calls
- 12 Visits to the Clothing Bank

**Key points of Committee's deliberations:**

**Rating Criteria score: 523 points out of a possible 700 points**

- This agency's services address Outcome #6 and #15.
- This funding will allow the agency to be physically located in Shoreline at the Senior Center and possibly an additional location a few days a week year round.
- The Committee recognized that there is a gap in the provision of emergency services to Shoreline residents in need.
- This application scored well on: Local Needs.

**BUDGET:**

City of Shoreline	\$ 5,000 (Recommended)
City of Woodinville	\$ 16,000
State of Washington CDBG	\$ 30,000
Donations	\$180,736
United Way	\$ 28,427
Other	\$ 8,700
In Kind	\$ 363,935
<b>TOTAL</b>	<b>\$632,798</b>

**14. Multi-Service Centers of North and East King County, Kenmore Shelter**

**Project:** The Multi-Service Center's project offers emergency shelter and support services for homeless families in Northeast King County provided in a nine-unit apartment complex in Kenmore. Information, referrals, and a wide range of services and case management are provided by trained housing staff on-site. In addition, a Motel Voucher Program and a first's' months rent program assists families in transition. These funds will assist an estimated 32 Shoreline residents in 2000.

**Requested:** \$7,000

**Recommended:** \$6,000      **Source of funding:** CDBG

### **Multi-Service Centers of North and East King County, Kenmore Shelter, cont.**

**1997 CDBG funding:** \$5,000 for the provision of emergency shelter  
**1998 CDBG funding:** \$6,000 for the provision of emergency shelter  
**1999 CDBG funding:** \$5,962 + \$1,038 IHHS Competitive Grant Funding for the provision of emergency shelter

This request is for personnel and operational support for the Kenmore Emergency Center.

**Agency goals for service to Shoreline clients in 2000 at this recommended funding level:**  
-(787) shelter bed-nights/first months rent/cold weather vouchers/transitional housing  
-(100) case management hours  
-(200) Information and referral hours

#### **Key points of Committee's deliberations:**

**Rating Criteria score: 517 points out of a possible 700 points**

- This agency's services address Outcome #6.
- The applicant has met its goals on past contracts with the City.
- At less than \$7.00 per bed-night, the cost of the service to the City is very reasonable.
- The Kenmore shelter is the closest shelter to Shoreline. 9% of the Shelter's clients are from Shoreline.
- This application scored well on: Local Needs and Feasibility.

#### **BUDGET:**

City of Shoreline	\$ 6,000 (Recommended)
City of Bellevue	\$ 4,301
City of Bothell	\$ 14,500
ESG	\$ 15,000 funds committed
KCCDBG	\$ 59,460
King County	\$ 22,000
Donations	\$ 58,000 funds committed
<b>TOTAL</b>	<b>\$179,261</b>

### **Human Service Projects Not Recommended for Funding**

#### **15. 45<sup>th</sup> Street Clink-New Program**

**Project:** The 45<sup>th</sup> St. Clinic provides comprehensive primary care services to people of all ages. The Clinic offers primary preventive and treatment for services including pediatrics, prenatal care and obstetrical care, family planning, adolescent medicine, a homeless youth clinic, general adult medicine, women's health care, management of chronic illnesses, geriatric care, mental health care, substance abuse, and social work onsite.

**Requested:** \$50,000

**Recommended:** -0-

This request is for will support personnel associated with the delivery of services.



**45<sup>th</sup> Street Clinic-New Program, cont.****Agency goals for service to Shoreline clients in 2000 at this recommended funding level:**

- Serve 400 Shoreline residents
- 350-1,000 medical care patient visits
- 75-200 dental care client visits
- 30-80 mental health counseling sessions

**Key points of Committee's deliberations:****Rating Criteria score: 571 points out of a possible 700 points**

- This agency's services address Outcomes #4 and #12.
- The Committee questioned whether primary health care costs should be a local government responsibility
- The Committee expressed great interest in funding this project. It scored very well. However, since the City did not have any new funds and many new requests, the request of \$50,000 was too large. The Committee felt that since the request was for only 1% of the agency's budget, the denial of Shoreline funding would not greatly impact the agency's ability to serve Shoreline residents. By funding this project, many of the other projects that have been receiving funds from the City of Shoreline and meeting identified needs, would not have received funding this year.

**BUDGET:**

City of Shoreline:	\$	50,000 (requested)
City of Seattle	\$	750,270
Seattle King Co.	\$	313,513
State of WA	\$	186,148
Federal	\$	565,919
Private Foundation	\$	357,361
Individual Donors	\$	100,000
Private Grants	\$	125,000
3 <sup>rd</sup> Party / Fee-for-Svcs	\$	1,164,950
Managed Care	\$	892,932
Other	\$	5,000
In-Kind	\$	1,015,000
<b>TOTAL</b>	<b>\$</b>	<b>5,526,093</b>

**16. Senior Services of Seattle/King County: Adult Day Health Program – New Program**

**Project:** The program provides therapeutic recreation services to seniors and others who are disabled with conditions such as stroke, Alzheimer's Disease, Parkinson's, dementia, and other physical and mental disorders. Services include health monitoring, occupational and physical therapy, personal care, social services, activity therapy, and a noon meal. These services are provided to disabled adults in order to prevent or delay the need for costly institutional care. The funds requested will serve 13 Shoreline residents. This service is designed to meet the physical, cognitive, and emotional needs of the senior, while providing respite for the caregiver. The program operates 5 days a week from 9:30 a.m. to 2:30 p.m.

**Requested:** \$7,200**Recommended:** -0-

This request is for support personnel associated with the delivery of services.

**Senior Services of Seattle/King County: Adult Day Health Program, cont.**

**Agency goals for service to Shoreline clients in 2000 at this recommended funding level:**

- Serve 12 Shoreline residents
- 126 hours of adult day health care

**Key points of Committee's deliberations:**

**Rating Criteria score: 513 points out of a possible 700 points**

- This agency's services address Outcome #15.
- Reported low levels of attendance at adult day health programs nationally was considered in reference to this application
- Medicaid and COPEs reimburse providers for adult day health services therefore, the City would be subsidizing the cost of adult day health services for seniors with moderate incomes.

**BUDGET:**

City of Shoreline	\$ 7,200 (requested)
City of Lake Forest Park	\$ 6,900 committed
City of Seattle	\$ 2,565
K C Human Services	\$35,748 committed
COPEs	\$15,500
Snohomish County Respite	\$ 979
WA State Medicaid	\$43,500
Program Service Fees	\$48,575
United Way	\$ 5,302 committed
TOTAL	\$166,269

**17. Catholic Community Services (CCS), East County Family Center- New Program**

**Project:** Volunteer Chore Services proposes to assist 12 new Shoreline elders and adults with disabilities by providing in-home chore assistance such as housework, laundry, shopping, yard work, transportation or cooking using volunteer labor. This service seeks to help these clients to remain independent in their own homes avoiding premature displacement. VCS professional staff provides volunteer screening, training, support, recognition, and service quality control. VCS staff will provide community outreach in Shoreline to recruit additional volunteers (goal: 25 new volunteers) and clients. The volunteers are trained and under the supervision of VCS paid staff. VCS staff will also do 12 community presentations in Shoreline to raise awareness of senior and persons with disabilities issues, as well as promote the program.

**Request:** \$6,000

**Recommended:** -0-

The requested funds would be used to support personnel and operating costs associated with the provision of services.

**Catholic Community Services (CCS), East County Family Center, cont.**

**Agency goals for service to Shoreline clients in 2000 at the requested funding level:**

- Serve 12 Shoreline residents
- 12 Community presentations in Shoreline
- 1,200 Voluntary Chore services hours provided to Shoreline residents
- Recruit 25 new Shoreline volunteers

**Key points of Committee's deliberations:**

**Rating Criteria score: 467 points out of a total of 700 points**

- This agency's services address Outcome #15.
- The Shoreline/JJP Senior Center is also providing this service. The City funded this program in 1998.
- The cost of the program appeared to be high for a volunteer-based program.

**BUDGET:**

City of Shoreline	\$ 6,000 (requested)
City of Bellevue	\$ 5,499 (funds committed)
City of Auburn	\$ 3,250 (funds committed)
City of Kirkland	\$ 5,000
DSHS Contract	\$180,000 (funds committed)
United Way	\$ 2,500
Individual Contributions	\$ 2,500
CCS Gala Fundraiser	\$ 8,311
<b>Total</b>	<b>\$213,060</b>

**18. King County Sexual Assault Resource Center (KCSARC)**

**Project:** King County Sexual Assault Resource Center provides direct services that include information and referral, crisis intervention, legal advocacy and therapy for adult survivors of childhood sexual assault. In addition, educational training is provided to service providers in the community. KCSARC will provide Information and Referral to 2 Shoreline residents; Crisis Intervention to 12 Shoreline residents; Legal Advocacy to 20 residents; and five presentations to Shoreline community organizations.

**Request:** \$5,000

**Recommended:** -0-

**1999 CDBG funding:** None

The requested funds would be used to support personnel costs associated with the provision of comprehensive sexual assault services.

**Agency goals for service to Shoreline clients in 2000 at the requested funding level:**

- (2) Information and referral telephone calls
- (12) Crisis intervention telephone calls
- (20) hours of legal advocacy
- (34) Local educational presentations

**King County Sexual Assault Resource Center (KCSARC), cont.**

**Key points of Committee's deliberations:**

**Rating Criteria score: 492 points out of a total of 700 points**

- This agency's services address Outcome #5 and #13.
- The cost of the program appeared to be high in relationship to the number of people served.

<b>BUDGET:</b>	
City of Shoreline	\$ 5,000 (requested)
City of Bellevue	\$ 21,108
City of Kirkland	\$ 7,650
City of Redmond	\$ 5,000
City of Issaquah	\$ 3,800
City of Auburn	\$ 31,400
City of Federal Way	\$ 30,285
City of Renton	\$ 31,320
State	\$ 235,540
King County	\$ 412,644
Foundations	\$ 100,000
United Way	\$ 18,000
Service Fees	\$ 32,000
Contributions/Special Events	\$ 351,000
Other Cities	\$ 71,715
<b>TOTAL</b>	<b>\$1,351,462</b>

**19. Child Care Resources**

**Project:** The Comprehensive Child Care Resource and Referral (CCR) Program provides telephone and Internet information and referral service for parents seeking childcare. In addition, CCR staff provides consultation and professional development for childcare providers. The goal of the program is to improve the quality of child care received by children in the City of Shoreline through increasing access to child care and improving the skills of child care providers. An estimated 125 Shoreline families and childcare providers will be served through this program in 1999. Trained parent specialists answer the phone lines Monday - Thursday from 9:00 a.m. - 3:00 p.m. and 5:30 p.m. - 8:30 p.m. On Fridays the phones are answered from 9:00 a.m. - 1:00 p.m. and the Internet site is available 24 hours a day. CCR uses the AT&T language bank to provide services to families and providers and staff speak Spanish, Russian, Ukrainian, Mandarin Chinese, and Vietnamese.

**Request: \$7,858**

**Recommended: -0-**

**1999 CDBG funding: none**

The requested funds would be used for personnel costs for a resource and referral program.

### **Child Care Resources, cont.**

#### **Agency goals for service to Shoreline clients in 2000 at the requested level of funding:**

- (125) Shoreline residents served
- (100) cases of information and referral
- (15) hours of training and workshops
- (10) hours of technical assistance to local child care service providers

#### **Key points of Committee's deliberation:**

#### **Rating Criteria score: 447 points out of a possible 700 points**

- This agency's services address Outcome #9 and #5.
- The service is preventative in nature and appears to be secondary to many of the needs expressed through other applications.
- This application did not score well on: Local needs

#### **BUDGET:**

City of Shoreline	\$ 7,858 (requested)
City of Bellevue	\$ 29,922 (committed)
City of Bothell	\$ 2,500
City of Issaquah	\$ 3,000
City of Kirkland	\$ 4,000
City of Mercer Island	\$ 1,000
City of Redmond	\$ 13,010 (committed)
Redmond Scholarship	\$ 30,000 (committed)
City of Lake Forest Park	\$ 5,000
City of Woodinville	\$ 1,200
City of Seattle	\$186,179
Other Cities	\$ 38,060
Contributions	\$ 58,012
DSHS	\$ 396,600 (committed)
County	\$ 282,973
United Way	\$ 190,868
Wkshop & Membership	\$ 74,706 (committed)
Internet Fees	\$ 26,082 (committed)
Special Projects	\$ 46,318
TOTAL	\$1,397,288

**20. City of Shoreline, Department of Parks, Recreation & Cultural Services**

**Project:** Adult Community Choices provides daytime recreational, social and vocational opportunities to approximately twenty (20) adults with developmental disabilities. The program has three (3) components -- Intake Interest Inventory and Initial Meeting; Activity Planning; and Activity Enactment. The program is targeted at adults with developmental disabilities who live at home, are unemployed and have no support outside the family.

**Request:** \$7,991

**Recommended:** -0-

1997 CDBG funding: none

1998 CDBG funding: none

1999 CDBG funding: none

The requested funds would be used for personnel support for the delivery of services.

**Agency goals for service to Shoreline clients in 1999 at requested funding levels:**

- 579 hours of adult daycare and programming

**Key points of Committee's deliberation:**

**Rating Criteria score: 478 points out of a possible 700 points**

- This program does not directly address any of the Desired Outcomes
- The cost of the program in relationship to the type of service provided and the number of people served does not seem as cost effective in comparison to other recommended projects.
- This application did not score well on: Outcomes and Collaboration

**BUDGET:**

City of Shoreline CDBG	\$ 7,991.00 (requested)
Parks and Recreation	\$ 1,643.61
Revenue (class fees)	\$ 5,082.00
<b>Total</b>	<b>\$14,716.00</b>

**21. North Helpline**

**Project:** This program will: prevent eviction, utility shut off; provide emergency food, bus tickets, gas vouchers, medication, food bags, and diapers; and make referrals to other agencies. These services will be provided to very low and low-income residents in need in the 98125, 98133, 98155, and 98177 zip codes (North Seattle and Shoreline). Services are provided Tuesday, Wednesday, and Thursday from 10:00 a.m. to 2 p.m.

**Request:** \$5,000

**Recommended:** -0-

1998 CDBG funding: 55,000

The requested funds would be used to provide financial aid to Shoreline residents in need.

**North Helpline, cont.**

**Agency goals for service to Shoreline clients in 2000 at the requested funding level:**

- Serve 50 Shoreline residents
- Distribute (50) Financial Aid vouchers to prevent eviction and utility shut offs

**Key points of Committee's deliberations:**

**Rating Criteria score: 472 points out of a total of 700 points**

- This agency's services address Outcome #6.
- The Committee scored this application lower on feasibility and accessibility due to the agency's limited hours of operation and location.
- The program does not stress coordination of services with other local providers of emergency services
- The Committee thought this service was potentially a duplication of services provided by the Multi Service Center.

<b>BUDGET:</b>	
City of Shoreline	\$ 5,000 (requested)
Churches/donations	\$12,650
Business Organizations	\$ 2,000
Fundraiser	\$ 5,000
<b>Total</b>	<b>524,650</b>

**22. Catholic Community Services (CCS). Low Income Client Counseling Subsidy Program- New Program**

**Project:** This program will provide 78 hours of counseling to very low and low income Shoreline residents

**Request:** \$5,500

**Recommended:** -0-

The requested funds would be used to support personnel costs associated with the provision of services.

**Agency goals for service to Shoreline clients in 2000 at the requested funding level:**

- Serve 84 Shoreline residents
- 135 hours of counseling

**Key points of Committee's deliberations:**

**Rating Criteria score: 503 points out of a total of 700 points**

- This agency's services address Outcome #8 and #13.
- The applicant did not describe the local need for services.
- The services are not provided locally.
- The services seem duplicative and do not coordinate with local agencies such as CHS.
- This application did not score well on Local Needs and Desired Outcomes.

**Catholic Community Services (CCS), Low Income Client Counseling Subsidy Program, cont.**

<b>BUDGET:</b>	
City of Shoreline	\$ 5,500
City of Bellevue	\$ 6,732
City of Bothell	\$ 4,000
City of Kirkland	\$ 6,300
City of Redmond	\$ 7,000
City of Woodinville	\$ 1,500
Agency Resources (Fees)	\$ 66,178
Contributions	\$ 2,500
<u>CCS/United Way</u>	<u>\$ 53,800</u>
<b>TOTAL</b>	<b>\$153,510</b>

**23. Shoreline YMCA: Teen Caravan Trips for Summer and School Breaks-New Program**

**Project:** Middle and high school age teens will take five 'caravan trips' during school breaks and the summer. Each trip will last for a week. Overall, 55 Shoreline youth will participate in the program during the course of a year.

**Request:** \$6,850

**Recommended:** -0-

The requested funds would be used for personnel, supplies and scholarships to very low and low-income Shoreline youth.

**Agency goals for service to Shoreline clients in 2000 at the requested funding level:**

- Serve 55 Shoreline youth
- (5) weeklong trips during winter, summer, and spring break

**Key points of Committee's deliberations:**

**Rating Criteria score: 409 points out of a total of 700 points**

- This agency's services address Outcome #1, #3, and #7.
- The Committee viewed this proposal as non-essential.
- The Committee thought that Shoreline youth could gain the same benefits by participating in lower cost activities.
- The program duplicates the trips offered by the Shoreline Parks and Recreation Department for the same age group.
- This application did not score well on: Local Need; Purpose; Collaboration; and Diversity.

**Shoreline YMCA: Teen Caravan Trips for Summer and School Breaks, cont.**

<b>BUDGET</b>	
City of Shoreline	\$ 6,850 (Requested)
Participant fees	\$ 4,330
Shoreline YMCA	<u>\$ 8,350</u>
<b>Total</b>	<b>\$19,530</b>



**24. Seattle Mental Health, Shoreline ADHD/Behavioral Disorder Screening and Treatment-New Program**

**Project:** Seattle Mental Health will provide 48-60 low-income Shoreline children, youth, and families, who are not eligible for Medicaid or County/PHP (Pre Paid Health Plan), with Attention Deficit Hyperactivity Disorder (ADHD) Evaluation; psychology services; skill development groups for social skills, anger management, and parenting; and brief focused individual and family interventions. This is a secondary prevention program, which by definition, is aimed at early identification and intervention in order to prevent more serious problems.

**Request:** \$25,300

**Recommended:** -0-

The requested funds would be for personnel costs, office/operating expenses, communications, travel/training, consultant/purchased services, and administration associated with the provision of services.

**Agency goals for service to Shoreline clients in 2000 at the requested funding level:**

- Serve 48-60 Shoreline residents
- 20 ADHD Evaluation Package (6 hours each)
- (3) 8 hour Skill Development group meetings of 6-10 participants
- 80 hours of brief treatment counseling

**Key points of Committee's deliberations:**

**Rating Criteria score: 379 points out of a total of 700 points**

- This agency's services address Outcome #2, #4, and #5
- The Committee determined that the cost of the service was high.
- The applicant did not request funds from other cities.
- The facility is not located in Shoreline, but at Northgate.
- The applicant does not indicate that it has an established relationship with local schools.
- This application did not score well on: Local Need; Purpose; Outcomes; Collaboration; and Funding.

**BUDGET:**

City of Shoreline	\$25,300 (requested)
TOTAL	\$25,300

## **2000 CDBG Funding Contingency Plan**

Since the CDBG funds are an estimate from the federal government, Shoreline must also adopt a contingency plan to deal with possible variations in the amount available. Plans must be made in case the amount available decreases by up to 10% of the amount currently estimated, or if an increase in funds of up to 10% is available. In addition, if funds are allocated to a selected entity that are later declined, the adoption of a contingency plan of action will expedite the process of reallocation. The Committee considered the options and recommends the following contingency plan.

1. If there are additional funds available, the Committee recommends:

a. **Public Services**

If at least \$5,000 of additional CDBG Public Services funds becomes available to the City (projects can only be funded for \$5,000 or more according to the rules established by the King County Joint Recommendations Committee), the Committee recommends awarding said funds to the Center for Human Services to fund up to \$71,000. If funds in excess of the amount needed to fund the Center for Human Services at \$71,000 become available or the Center for Human Services is unable to use these funds, the balance should be added to the Senior Center's award.

b. **Capital Projects**

If additional CDBG Capital funds become available to the City, the Committee recommends awarding funds to Parkview Group Homes up to a total award of \$35,000. If funds in excess of the amount needed to fund Parkview Group Homes at \$35,000 become available or Parkview Group Homes is unable to use these funds, the balance should be added to YMCA Childcare Center Project up to a total award of \$60,000.

2. If funding reductions are necessary, the Committee recommends:

a. In the event the City's 2000 CDBG Public Service Funds are reduced, the Committee recommends:

If the CDBG public service funds are reduced, the Committee recommends reducing the Youth Volunteer Corp award. If the reductions are over \$2,000, the City will not fund the Youth Volunteer Corp and the remaining funds will be reallocated using the contingency plan for additional CDBG funds.

b. In the event the City's 2000 CDBG Capital Service Funds are reduced, the Committee recommends: If the CDBG capital funds are reduced, the Committee recommends reducing the City of Shoreline Public Works ADA Sidewalks Improvement Program award.

3. Initiative 695:

The potential impact of Initiative 695 is an estimated reduction of 16% of the City's General Fund revenue or \$2.9 million. Therefore, if Initiative 695 passes in November of 1999, the health and human service allocations could be reduced. Agencies receiving awards from the General Fund that would be effected include:

- Center for Human Services
- Shoreline/Lake Forest Park Senior Center
- Youth Volunteer Corps
- Club Kellogg
- Teen Hope
- Shoreline Earthworks Program

# **ATTACHMENT B: RATING CRITERIA SHEETS**

# CITY OF SHORELINE 2000 HEALTH AND HUMAN SERVICES CAPITAL APPLICATIONS RATING SHEET

Applicant Name: \_\_\_\_\_ Project Name: \_\_\_\_\_

Instructions: Please complete a rating sheet for each application. Please fill in the agency information at the top of this page.

Please assign point values to criteria 1-8 below. The point range for each criterion is listed to the left: ex. 1. Local Needs: point range 0-15. For the purposes of this rating process, zero is the lowest value with values increasing according to the proposal's ability to address the criteria. Please add comments in the space provided, if you wish. Comments will help staff understand ratings.

Criteria	Score	Comments
<b>1. LOCAL NEEDS: point range 0-15</b> a. Does the applicant adequately state the need and how this proposal will positively affect that need? b. Will this project have a positive impact in Shoreline? If so, how much of an impact? How many Shoreline residents will be served by this project? c. Will this project strengthen the City of Shoreline's infrastructure and community facilities?		
<b>2. ACCESSIBILITY: point range 0-10</b> a. Is the agency meeting ADA requirements? b. Does the project meet ADA requirements or seek to minimize physical barriers to access public facilities for persons with disabilities?		
<b>3. PURPOSE: point range 0-15</b> a. Does the project help Shoreline to develop as a healthy, safe, and economically prosperous community? b. Does this project strengthen the City of Shoreline's infrastructure and community facilities? c. Does this project assist in creating opportunities for affordable housing creation and/or rehabilitation? d. Does this project support economic development projects, which contribute to the enhancement of the community's tax base and market vitality? <i>(Note: Projects are not expected to address each item above, but should address either a, b, c, or d. In order to rate the applications, it should be determined how well each project could potentially address either a, b, c, or d.)</i>		
<b>4. OUTCOMES: point range 0-10</b> a. Will the project or the services provided by the agency requesting funding for the project assist the City in obtaining any of its <i>Desired Outcomes</i> for Health and Human Services?		

Criteria	Score	Comments
<b>5. COLLABORATION: point range 0-10</b> a. Is the agency working with other agencies, cities, etc. that are relevant for the project?		
<b>6. DIVERSITY: point range 0-10</b> a. Does the proposal help to ensure that health and human services reflect and are sensitive to the cultural, racial, economic, age, ability level, and social diversity of Shoreline? b. Does the proposal work at reducing programmatic barriers to services and supports? (e.g., language/interpretation, provide childcare, transportation, alternate service hours, etc.)		
<b>7. FEASIBILITY: point range 0-15</b> a. Does the applicant provide evidence that the project will succeed? b. Is the applicant stable and does the agency have the capacity to implement/maintain the program/project? c. Has the agency identified all of the resources necessary to complete the project? d. Is the project ready to proceed? e. Has the applicant been funded before? If yes, how have they performed ( <i>Refer to summary information</i> )?		
<b>8. FUNDING: point range 0-10</b> a. Is the request reasonable, given type of project requested? Were accurate estimates obtained for proposed work? b. What is the cost benefit ratio (# of Shoreline residents served/cost of project)? c. If this is a regional project, is the request to Shoreline reasonable, relative to what others are paying?		

# CITY OF SHORELINE 2000 HEALTH AND HUMAN SERVICES PUBLIC SERVICE APPLICATION RATING SHEET

Applicant Name: \_\_\_\_\_ Project Name: \_\_\_\_\_

Instructions: Please complete a rating sheet for each application. Please fill in the agency information at the top of this page. **Please assign point values to criteria 1-7 below. The point range for each criterion is listed to the left: ex. 1. Local Needs: point range 0-15. For the purposes of this rating process, zero is the lowest value with values increasing according to the proposal's ability to address the criteria.** Please add comments in the space provided, if you wish. Comments will help staff understand ratings. Rating criteria are based on the Health and Human Services Strategy for the City of Shoreline.

Criteria	Score	Comments
<b>1. LOCAL NEEDS: point range 0-15</b> a. Does the applicant adequately state the need and how this proposal will positively affect that need? b. Will this project have a positive impact in Shoreline? If so, how much of an impact? How many Shoreline residents will be served by this project?		
<b>2. PURPOSE: point range 0-15</b> a. Does the project help Shoreline to develop as a healthy, safe, and economically prosperous community? b. Does the project build on the strengths and assets in the Shoreline community to reduce risks that lead to undesirable outcomes?		
<b>3. OUTCOMES: point range 0-25</b> a. Does the project adequately address two or more of the <i>Desired Outcomes</i> ? b. How well will the proposed project facilitate the attainment of the <i>Desired Outcomes</i> ?		
<b>4. COLLABORATION: point range 0-10</b> a. Is the agency working with other agencies, cities, etc that are relevant for the program/project? b. Does this project represent duplication in services?		
<b>5. DIVERSITY: point range 0-10</b> a. Does the proposal help to ensure that health and human services reflect and are sensitive to the cultural, racial, economic, age, ability level, and social diversity of Shoreline? b. Does the proposal work at reducing programmatic barriers to services and supports? (e.g., language/interpretation, provide childcare, transportation, alternate service hours, etc.)		

Criteria	Score	Comments
<b>6. FEASIBILITY: point range 0-15</b> a. Does the applicant provide evidence that the project will succeed? b. Is the applicant stable and does the agency have the capacity to implement/maintain the program/project? c. Has the applicant been funded before? If yes, how have they performed <i>(refer to summary information)</i> ?		
<b>7. FUNDING: point range 0-10</b> a. Is the request reasonable, given the services provided? What is the cost/benefit ratio (#of Shoreline residents served/cost of project)? b. If this is a regional project, is the request to Shoreline reasonable, relative to what others are paying? c. What appears to be the agency's need for resources based on the resources already secured? How would the program or service be delivered in the absence of Shoreline funds? Would Shoreline residents still be served and at what level if Shoreline were unable to grant requested funds?		

**ATTACHMENT C:**  
**King County Housing and Community Development**  
**Consortium Wide Objectives for 2000-2002**

**Affordable Housing**

- A. Preserve and expand the supply of affordable housing for low- and moderate-income households.
- B. Provide a variety of appropriate housing programs for renters and owners with special needs.
- C. Provide services and facilities to prevent homelessness and to address the needs of families and individuals when homelessness occurs.
- D. Support a broad mix of housing initiatives and programs designed to increase the supply of affordable housing and access to it.

**Non-Housing Community Development**

- E. Acquire and/or improve public and nonprofit facilities which benefit low-and moderate-income residents or remedy slum/blight conditions; improve access for persons with disabilities by removal of architectural barriers.
- F. Improve water, sidewalks, and other public infrastructure in low and moderate-income neighborhoods; improve access for persons with disabilities by removal of architectural barriers.
- G. Increase citizen awareness of public safety through education and training.
- H. Enhance quality of life for families and individuals by supporting health and human services, which predominantly serve low- and moderate-income residents.
- I. Promote health and independent living for senior citizens by supporting programs and capital projects.
- J. Promote healthy development of low- and moderate- income children and youth through support of programs and capital projects.
- K. Assess community development needs and ensure compliance with applicable federal regulations.
- L. Increase employment opportunities for low- and moderate- income residents.



**ATTACHMENT D:**  
**Health and Human Services Strategy for the City of Shoreline: 15**  
**Desired Outcomes**

***Desired Outcome Key:***

***Outcome # 1: More Youth in structured, positive activities;***

***Outcome # 2: Reduce delinquency, violence, and crime;***

***Outcome # 3: More young people who are skilled and prepared;***

***Outcome # 4: Reduced substance abuse;***

***Outcome # 5: Reduce child abuse and neglect;***

***Outcome # 6: More people have adequate food, shelter, and clothing;***

***Outcome # 7: More youth have contact with caring adults;***

***Outcome # 8: More community members work together to solve problems;***

***Outcome # 9: Increase affordable child care;***

***Outcome #10: Increase affordable housing;***

***Outcome #11: Increase employment;***

***Outcome #12: Reduce teen pregnancy;***

***Outcome #13: Reduce domestic and dating violence;***

***Outcome #14: Increase overall levels of academic, vocational, and self-improvement learning  
for people of all ages, to ensure employability and personal growth; and***

***Outcome #15: Preserve the independence and quality of life for seniors.***

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

<b>AGENDA TITLE:</b>	<b>Approval of NE 185<sup>th</sup> Street Rechannalization proposal to add a center left-turn lane and bicycle lanes between Midvale Avenue N. and 1<sup>st</sup> Avenue NE.</b>
<b>DEPARTMENT:</b>	<b>Public Works</b>
<b>PRESENTED BY:</b>	<b>Michael A. Gillespie, City Engineer <i>KG</i> Kristen Stouffer-Overleese, Project Engineer <i>KSO</i></b>

**EXECUTIVE / COUNCIL SUMMARY**

On November 9, 1998, your Council adopted the City's first Capital Improvement Program (CIP). This CIP included funds in 1999 for the 185<sup>th</sup> Rechannalization Project to improve safety for vehicles, bicyclists and pedestrians along this corridor. The proposed project would add a center left-turn lane and bicycle lanes on NE 185<sup>th</sup> Street between Midvale Avenue N. and 1<sup>st</sup> Avenue NE. No street widening would be necessary for this project, however, street parking along this corridor would be eliminated. The project end state is a street similar in appearance and as capable as NE 155<sup>th</sup> Street is today.

**Improved Safety**

This corridor was identified during the City's Comprehensive Planning Process as needing operational and safety improvements due to the high number of vehicle accidents. The resulting Comprehensive Plan also designates this corridor as part of the City's bicycle route as 185<sup>th</sup> Street is a major east/west connector that provides access over I-5 to major bike routes to the east of Shoreline. During the Capital Improvement Program (CIP) development process, citizens identified that this corridor needed safety improvements, specifically at the intersection of Midvale Ave N. and NE 185<sup>th</sup> Street. Research of available police accident data found that approximately 240 accidents occurred in this corridor between 1985 and 1996, an average of over 25 accidents per year of which there were an average 7 injury accidents per year. Three types of accidents were identified: vehicles that are rear-ended or hit head on as they attempt to turn left into side streets, intersections or driveways; vehicles that hit parked cars and stationary objects (trees and light poles), and vehicles that get hit as they back out of their driveways.

The proposal to add a center left-turn lane on NE 185<sup>th</sup> Street between Midvale Avenue and 1<sup>st</sup> Avenue NE would address these safety problems. Residents turning left into their driveways would have a safe pocket to wait for a gap in traffic. Collisions with parked cars would be avoided because there would be no parking on either side of the

street, and views would not be blocked by parked cars when residents must back out of their driveways.

### **Public Involvement**

The proposed project to rechannelize NE 185<sup>th</sup> Street between Midvale Avenue N. and 1<sup>st</sup> Avenue NE was presented to the public at an open house on June 16, 1999. Neighbors within 500 feet of the project corridor were notified of the project and asked to attend the public meeting. Three citizens plus the Shoreline Covenant Church (301 NE 185<sup>th</sup> Street) representative voiced concerns regarding the potential loss of parking on NE 185<sup>th</sup> Street during Sunday morning church services. Many of the citizens also requested that left turn phasing (green left-turn arrow/signal) be added to the recently installed left turn pockets on NE 185<sup>th</sup> Street at the intersection of Meridian Avenue N.

The majority of the attendees agreed that changes must be made to this segment of NE 185<sup>th</sup> Street to improve safety. Several attendees commented that the traffic on 185<sup>th</sup> often exceeds the 35 mph speed limit and that this corridor is dangerous for bicycles. Others believed that rechannelizing the street to one lane in each direction would significantly reduce the street's capacity. Still others questioned the impact the rechannelization would have on emergency response time as the Shoreline Police Station is in the project corridor, and the new Shoreline Fire District station will be located just east of the project corridor on NE 185<sup>th</sup> Street.

The City received a letter from one citizen reminding staff that NE 185<sup>th</sup> Street is under consideration for becoming an entrance and/or exit ramp to I-5 for a carpool/HOV lane. It was suggested that the City make no change to the identified corridor at this time in anticipation of I-5 transit work in several years. The letter received also suggests that the City designate a "quieter" street as the City's bicycle route as NE 185<sup>th</sup> Street is dangerous for bicycles due to vehicle speeds.

In addition to this letter, staff received others from citizens in favor of the proposed rechannelization project on NE 185<sup>th</sup> Street. Staff has also received phone calls from citizens encouraging the City to install bicycle lanes to improve bicycle safety in this corridor.

### **Staff Response To Citizen Concerns**

*On-Street Parking:* Based on the feedback heard from citizens at the June 16 public meeting, staff surveyed the levels of church parking during three Sunday morning reconnaissance sessions. Shoreline Community Church and the Berean Bible Church (both on the corner of NE 185<sup>th</sup> Street and 1<sup>st</sup> Avenue NE) have access to ample parking at the Shoreline Center. The Shoreline Covenant Church, however, fills its parking lot and utilizes NE 185<sup>th</sup> Street parking during Sunday mornings and special holiday events. During the three Sunday morning reconnaissance sessions, staff counted between 9-13 cars parked along NE 185<sup>th</sup> street near the Shoreline Covenant Church. Parking along Ashworth Avenue N. is difficult for Shoreline Covenant Church members as the street is not striped to allow parking along their sidewalk, and brush and trees hang into the City street right-of-way where other parking would be available.

As a result of these observations, staff contacted all three churches to request a meeting to discuss the project proposal. City staff met with the board from Shoreline Covenant Church on July 14, 1999 to discuss the rechannelization proposal. Staff has committed to working with the church to address their parking inadequacy should the proposed rechannelization project go forward. Staff recommends restriping Ashworth Avenue N. along the Church frontage to add on-street parking adjacent to the church. Staff would also clear brush from the City's right-of-way to add parking north of the church on Ashworth Avenue N.

Staff also met with the Facilities Manager and other staff from the Shoreline Community Church to discuss the project. They expressed support for the project and its approach. However, after discussions with three Berean Bible Church members and sending a letter to their Trustee Chair describing the Rechannelization project, staff has not been contacted to meet with the church or provide additional information.

*Capacity:* Staff analysis of traffic volumes along NE 185<sup>th</sup> Street indicates that there is sufficient vehicle capacity with one lane in each direction to proceed with this rechannelization project. Should transit authorities, in conjunction with the City of Shoreline, decide to add I-5 ramps to NE 185<sup>th</sup> Street, the traffic volumes in the corridor would be altered. However, any change to I-5 is problematic at this point in time.

*Traffic Speeds:* Though staff analysis shows that rechannelizing NE 185<sup>th</sup> Street will still allow adequate vehicle capacity, the rechannelization will slow traffic in this corridor by reducing the lane width. Therefore, this proposal addresses the traffic speed issues raised by citizens at the open house.

*Bicycle Lanes:* This corridor is identified as a City bicycle route in the Comprehensive Plan. The installation of dedicated bicycle lanes, in addition to lower vehicle speeds, would improve safety for bicyclists. Staff does not recommend moving the City's dedicated bicycle route to "quieter" streets as bicycles will continue to utilize this corridor as the most direct route to transit centers on Aurora Avenue N and to Meridian Avenue N.

*Emergency Response:* In response to concerns that this rechannelization may negatively affect police and fire department emergency response time, staff directly contacted managers at these agencies. Both agencies were in favor of the proposed rechannelization project. They indicated that a street with a center left-turn lane would be easier to navigate in an emergency situation than the existing condition where the lanes are driven two cars abreast, but are only striped as one lane.

*Traffic Signal at Meridian:* Staff is evaluating the operation and level of service that would result from the installation of a left-turn phase (left turn arrow/signal) on NE 185<sup>th</sup> Street at the intersection of Meridian Avenue N. as requested by citizens at the public meeting. The outcome of this evaluation will not affect the rechannelization project. It is an independent issue.

**Project Timeline**

Should your Council concur with the recommendation, we will coordinate the work with King County to begin as soon as they can schedule. The 1999 CIP budget for this project is \$75,000.

**RECOMMENDATION**

Staff recommends that your Council approve the NE 185<sup>th</sup> Rechannelization Project to add a center left turn lane and bicycle lanes to NE 185<sup>th</sup> Street between Midvale Avenue N and 1<sup>st</sup> Avenue NE.

Approved By: City Manager LB City Attorney N/A