July 19, 1999 **DRAFT**

CITY OF SHORELINE

SHORELINE CITY COUNCIL
SUMMARY MINUTES OF SPECIAL MEETING

Monday, July 19, 1999
5:30 p.m.

Shoreline Conference Center
Mt. Rainier Room

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

ABSENT: Mayor Jepsen and Councilmember Lee

1. CITY COUNCIL BUS TOUR

The bus tour departed from the Shoreline Conference Center at 5:43 p.m. All Councilmembers were present with the exceptions of Mayor Jepsen and Councilmember Lee. The tour was conducted by Kirk McKinley, Transportation Manager. Several other City of Shoreline staff members, Tim Bevan and Todd Slind of CH2MHill, and Carol Doering and Paulette Gust of the Aurora Corridor Citizens Advisory Task Force (CATF) were also on the tour.

The tour made five stops along Aurora Ave. between 145th and 185th: 1) Arden Rehabilitation Center; 2) Pepperhill Center and the Hideaway Card Room; 3) the Seattle Restaurant Store; 4) Kyms Kiddy Corner; and 5) the vicinity of Monarch Appliance. Mr. McKinley pointed out features of the Aurora Corridor Pre-design preferred alternative as the bus proceeded. He mentioned that the details of the design will change as it moves through the design process. He also noted that the Washington State Department of Transportation (WSDOT) will have final approval over channelization and signalization plans. He emphasized that along most of the three miles to be improved, the third lane already exists. Eighty percent of the work will be very low impact to adjacent businesses.

Mr. McKinley pointed out that in some locations, such as the Hideaway, the center of the roadway could be shifted to the east within the right-of-way to reduce impacts. He also said that the link with Seattle across 145th will be coordinated if such shifting occurs. At the Seattle Restaurant Store, Mr. McKinley pointed to an example of eight-foot sidewalks with a five- to seven-foot amenity strip, noting that it does not appear overly spacious. Tim Stewart, Director of Planning and Development Services, added that here the alignment of the sidewalk and curb was adjusted to accommodate the remodel of the building.

Moving north, Mr. McKinley pointed out the inaccessibility of the bus stops for wheelchairs. He also noted that the CATF is recommending flexibility on lane widths at certain points in order to be sensitive to the needs of adjacent businesses. He pointed out

that the City may need to buy the AMT Transmission site in order to meet the operational needs of the east leg of the 160th Street intersection.

Continuing, Mr. McKinley said that an effort will be made to retain Ronald Place. The CATF wanted to preserve the heritage of the red brick road, although the bricks may have to be relocated. He pointed out that Key Bank has located its drive-up window in the Ronald Place right-of-way. Many of the businesses in this section of Aurora are accessed from the back, rather than the front, because of the proximity of the buildings to the Corridor and the lack of parking. These are the businesses that will be most affected by the plan. Mr. McKinley pointed out that those from Ronald Place north are built upon the Seattle City Light (SCL) right-of-way. These businesses are generally operating on 30-day leases. They will probably all have to be relocated eventually since they may also be affected by the development of the Interurban Trail or by future SCL transmission lines.

Mr. McKinley concluded that the Council will hear the recommendation for a preferred alternative from the CATF this evening and be asked to take action on August 23, 1999. The tour concluded at the Shoreline Conference Center at 6:20 p.m.

2. CALL TO ORDER

The meeting was reconvened at 6:30 p.m. by Deputy Mayor Montgomery, who presided.

3. FLAG SALUTE/ROLL CALL

Deputy Mayor Montgomery led the flag salute. Upon roll by the City Clerk, all Councilmembers were present, with the exceptions of Mayor Jepsen and Councilmember Lee.

Upon motion by Councilmember Hansen, seconded by Councilmember King and unanimously carried, Mayor Jepsen and Councilmember Lee were excused.

4. REPORT OF CITY MANAGER

City Manager Robert Deis mentioned that King County identified several housekeeping changes to the draft agreement to be adopted in Item 8(c). He distributed a memo explaining the changes and asked that Council include these changes in the adoption of the motion.

Continuing, Mr. Deis commented on the success of Clean Sweep, which collected 43.4 tons of material from more than 400 households. He also explained that the project in The Highlands mentioned in an article in the Sunday Seattle Times involves a permit initially approved in 1995. He said the City has not received any complaints from the neighbors about the project.

City Attorney Ian Sievers added that the issue is currently a private matter involving the enforcement of covenants in The Highlands.

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5. COUNCIL REPORTS

Councilmembers Hansen, King and Gustafson commented briefly on various items.

6. PUBLIC COMMENT

(a) Gretchen Atkinson, 17521 15th Ave. N., requested that North City receive proper crosswalks, as recommended in the North City Report last February. She said crosswalks across 15th Ave. N at 176th and 179th are needed before the holiday festival.

(b) Charlotte Haines, 836 NE 194th, speaking for the North City Neighborhood Association, noted that North City has been the subject of several studies, but now it is hard to keep the momentum going if nothing happens to show the City really cares. She supported the request for crosswalks. Mr. Deis said the City Engineer will respond.

7. APPROVAL OF THE AGENDA

Councilmember Hansen moved to approve the agenda with the amendment to the Consent Calendar to incorporate the change to the Interlocal Agreement with King County referred to in the City Manager's Report. Councilmember King seconded the motion, which carried unanimously, and the agenda was approved.

7. CONSENT CALENDAR

Councilmember Hansen moved to approve the consent calendar. Councilmember Gustafson seconded the motion, which carried 5-0, and the following items were approved:

Minutes of the Workshop of June 21, 1999
Minutes of the Dinner Meeting of June 28, 1999
Minutes of the Regular Meeting of June 28, 1999
Minutes of the Workshop of July 6, 1999

Ordinance No. 201 granting a franchise to Allied Waste Industries, Inc. aka Rabanco Companies to operate in certain Annexed areas, in accordance with RCW 35A.14.900

Ordinance No. 202 granting a franchise to Puget Sound Energy, Inc. (formerly known as Washington Natural Gas) for operation of a gas distribution system in that portion of the City of Shoreline annexed thereto by City Ordinance No. 198

Ordinance No. 204 adopting an Interlocal Agreement between Shoreline and King County relating to processing of building permits and land use applications and adopting by reference the King County Comprehensive Plan and Title 21A, Title 16, Title 19,

Section 20.44, Section 2.98, and Title 27 of the King County Code for Annexation Area A-2 in accordance with the Interlocal Agreement

9. WORKSHOP ITEMS

(a) Aurora Corridor Pre-Design Study Recommendation from Citizens Advisory Task Force

Mr. McKinley introduced Harley O'Neil and Carol Doering, co-chairs of the CATF, to present the preferred alternative for the design of the Aurora Corridor. Mr. O'Neil gave background on the members of the CATF and acknowledged their time and effort. Ms. Doering explained that the preferred alternative was approved unanimously by the 12 committee members present at the last meeting. She commended the committee members and described their public outreach efforts and learning activities.

Paulette Gust, CATF member, explained that the preferred alternative encourages alternative modes of transportation, such as transit, bicycling and walking. She said the business access transit lane will allow buses to move more quickly and provide infrastructure to take advantage of future transit enhancements. In addition to speed and reliability, the alternative provides safety and ease of use.

Mr. O'Neil said the CATF approached the issue with an open mind and considered a variety of solutions. The biggest problem was the width of the right-of-way. He said the preferred alternative provides for pedestrian safety and moving both people and cars through the Corridor. He made the following points about the preferred alternative:

- It has seven lanes through most of the Corridor, a median in the center, and outside lanes restricted to buses and business access.
- A great deal of time was spent considering sidewalks. The CATF supported twelve-foot sidewalks, but asked the Council to consider reducing the initial width to mitigate land impacts/acquisitions on existing business. Every effort should be made to link new sidewalks with existing sidewalks.
- The street should be realigned where possible to avoid property takes.
- The City should work with WSDOT to obtain lane width reductions and to look for opportunities to reduce, but not eliminate, the median width to enable reductions of pavement widths, construction costs and land impacts/acquisitions on existing businesses.
- The median breaks should occur for business access and U-turns at least every 800-1,000 feet and the median landscaping should not obscure businesses across the street.
- The CATF recommended consolidation of driveways and sharing of parking.
- The CATF made clear that it wishes to preserve Shoreline businesses, and asked the City to work with business owners to make them whole in this process.

Mr. O'Neil concluded that many business owners are worried about how the improvements will affect their businesses.

Tim Bevan, CH2MHill, summarized the physical features of the recommendation, noting that the details will be refined in the design phase. He said the City will work with the businesses owners, as well as WSDOT, in this process. He pointed out the four new signalized intersections and more evenly-spaced left-hand turns and pedestrian crossings. He also noted there are opportunities to realign the roadways to lessen impacts on existing businesses. He mentioned the buildings most affected by the design, noting the final impacts will be established as the design proceeds.

Mr. McKinley reminded Councilmembers that they will be asked to take action on the preferred alternative at the August 23rd meeting.

After acknowledging the presence in the audience of State Representatives Edmonds and Kagi, Deputy Mayor Montgomery thanked the CATF for their work and then called for public comment.

(a) Scott Smith, an attorney representing the Aurora Improvement Council (AIC), said the AIC shares the values of the CATF. Key priorities are to make the Corridor safe and beautiful, but at the same time be sensitive to impacts on businesses. He said there will undoubtedly be negative short-term impacts, with businesses closed and jobs lost. The businesses should be accessible, with adequate parking. He concluded that 12-foot sidewalks are an appropriate vision for the long run, but there should be interim steps of narrowing sidewalks and the median and realigning the Corridor.

(b) Daniel Mann, 17920 Stone Ave. N., 17920 Stone Ave. N., urged Council to pay careful attention to items such as narrowing sidewalks and mitigating property takes, giving clear guidance that businesses should get the attention they need. He said the Council must make a clear statement about how they will treat businesses in Shoreline during the interim period.

(c) Terry Green, 613 N. 179th St., spoke as a member of the CATF and the AIC. She pointed out that the vote for the 12-foot sidewalks was six to five. She said the concerns of the AIC include retaining businesses in Shoreline that must be moved. She suggested grandfathering current uses and having a signage variance for businesses that stay through the construction period. She said there are businesses that will be damaged no matter what is done, and it is important to treat them fairly.

(d) Jeri Nofsinger, Care Plus Medical Center, 147th and Aurora Ave. N., said the AIC believes a continuous center median is not business friendly. She advised installing center medians only at pedestrian crossing points for improved safety. She pointed out that Everett does not have a continuous center median and Lynnwood and Edmonds do not plan for one. She questioned the need for continuous medians for the number of pedestrians who will be on the street.

(e) Randy Ferrell, 17510 Aurora Ave. N., said his business is scheduled to be taken. He agreed with previous speakers that the CATF worked hard to represent diverse

interests. He pointed out that in the process of land acquisition Council should be sensitive to the interests of business owners and particularly tenants who will displaced. He said the current federal minimums will cover little of the costs of relocation and he urged careful consideration of this.

(f) Russ McCurdy, 17532 Aurora Ave. N., also spoke for the AIC and said it was a tribute to all concerned that everyone was working together and felt heard in the process. He said the most important issues he has heard are the sidewalk widths, signage and parking.

(g) Naomi Hardy, 17256 Greenwood Pl. N., said her neighborhood has been very active in Corridor planning. She pointed out the designation of the Corridor adjacent to the Richmond Highlands neighborhood as "high level urban design landscaping" noting the neighbors like the current look. She also questioned why the Interurban Trail is not mentioned, particularly as a mitigation to allow narrower sidewalks at certain points. She also submitted a petition with over 300 signatures which opposes spillover traffic in the neighborhood.

Councilmember Ransom agreed with concerns about the width of the sidewalks and the size of the right-of-way. He said the Interurban Trail was to be developed as a recreation feature and a business feature. He said the major concern about sidewalks is between 175th and 185th and perhaps not so much sidewalk would be needed on the east side if the Interurban Trail in that area were utilized as a pedestrian walkway. He said what is needed is a plan for development of the trail in this area that is open to the businesses. He felt perhaps the medians could be narrower in this area.

Mr. McKinley said the City has not yet received the funding to design the Interurban Trail. The key point for the trail is that it should not be next to Aurora because of safety issues. He recommended not reducing the sidewalks, because pedestrians will need a sidewalk as a buffer between themselves and the traffic. He said the Interurban Trail needs to be a separate design issue, in terms of location. It should not change the decision about what is recommended for Aurora Ave.

Councilmember Gustafson agreed with Councilmember Ransom. He felt the design of the Interurban Trail must be considered in conjunction with what is done on the Aurora Corridor and businesses should have information about what the trail will look like.

Mr. Deis explained that the City has $12 million in grants and some thought has been given to doing the Aurora Corridor in pieces, waiting until the end to do the portion between 175th and 185th. This would allow the Interurban project to catch up. Then this area could be dealt with holistically. However, from a transportation planning standpoint, waiting for the Interurban should not eliminate the need for a sidewalk on the east of Aurora in this area.

Mr. McKinley said funding for design of the Interurban is expected in early fall. He emphasized that the pre-design decision for the Corridor should not be held up waiting for the Interurban Trail design.

Responding to Councilmember Hansen, Mr. McKinley said the Interurban crossing of Aurora concept between 155th and 160th has not been finalized and will be part of the Interurban project. Councilmember Hansen felt the schematic as shown would be an excellent way of crossing Aurora.

Councilmember King said she would like to see an incentive for businesses that decide to relocate in Shoreline. Mr. Deis said the CATF has also recommended this.

Councilmember Ransom commented that the addition of four new signalized intersections and four pedestrian crossings will automatically reduce speeds. Deputy Mayor Montgomery asked if the reduction will increase spillover traffic.

Mr. Bevan said the City will have to work with the WSDOT to get acceptance of the new pedestrian crossing lights but they would only be activated by the demand of a pedestrian. The spacing is such is that the traffic will still move through the Corridor without delay.

After commenting that the CATF has done an outstanding job, Councilmember Gustafson said his first priority is safety, the second is to be business friendly and keep businesses in Shoreline, and the third is to beautify Aurora. He was concerned about the sections for high level urban design landscaping, commenting that the City must be considered as a whole. He was also concerned about spillover traffic at 35 miles/hour. He also mentioned the suggested closures at Westminster, and the two ends of Firlands Way.

Responding to Councilmember Gustafson, Mr. McKinley said preservation of the red brick road is conceptual at this point, but the key is to preserve that heritage.

Deputy Mayor Montgomery commented that at this point there is not much "disconnect" between the CATF recommendation and the AIC. She said both groups want to address the issues of safety and beautifying Aurora. The businesses want to be assured that they will be sustained. The center median is one outstanding issue and whether it is business friendly. She felt the center median must address safety issues, both now and in the future.

Councilmember Ransom suggested that if the City acquired the corner of Aurora and 185th and if the median were reduced at that location, perhaps some of the width of extra turn lanes could be accommodated and the businesses could survive better.

After commenting that it is critical to have frequent left-turn lanes because businesses depend on this access, Deputy Mayor Montgomery declared a recess.

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RECESS

At 8:02 p.m., Deputy Mayor Montgomery declared a five-minute recess. At 8:06 p.m., the meeting reconvened.

(b) Code Enforcement Program

Tim Stewart, Director of Planning and Development Services, said this item responds to Council's eighth 1999 Work Program goal, to develop a code enforcement program reflective of City values. He said the presentation is an interdepartmental team effort and focuses on the development of the code enforcement program, consideration of options for enforcement strategies and to start thinking about the "dirty dozen" types of code violations in Shoreline and which should be aggressively pursued. He said staff recommends Option #3, which is a proactive three-strikes model.

Mr. Stewart reviewed the staff report and described the four options presented to Council. He reviewed the benefits and drawbacks of each approach. He explained the three strikes include an initial warning asking for voluntary compliance, a more aggressive approach threatening citation, civil fines, abatement and/or misdemeanor charges and as step three, turning the file over for actual implementation of enforcement measures. He said that the recommended option has a proactive component. It is community-oriented and emphasizes an educational approach. A potential drawback is that it will generate more complaints. He said this option provides a gradual approach to enforcement problems while taking a proactive approach in developing special projects to inform the community about particular problems.

Mr. Stewart referred to page 80 of the Council packet, which lists the "dirty dozen." He said the current budget can accommodate Option 3, but the level and speed with which the problems are addressed are budget-dependent. He said that to determine community values, staff will talk to neighborhood groups about this program to determine which projects would be appropriate or desirable. This information will be brought back to Council in the fall.

Deputy Mayor Montgomery noted that the data the City has already compiled would provide information about community values. She supported Option 3.

Councilmember Hansen said the whole concept makes him "a little squeamish." He said it is difficult to define community values and there is potential for abuse. He was in favor of the concept, but he also believed in personal property rights and wants to go very carefully in this area. Councilmember King concurred with going easy; however, she felt it was not appropriate to be too easygoing when no respect is shown for Shoreline regulations.

Mr. Deis agreed that the goal posts have to come from the community. Staff will attempt to flesh that out and see if there is Council concurrence to move forward.

After a brief discussion of garage sale signs, Mr. Stewart said the City can write the rules but the code then has to be enforced. The question is how aggressive the enforcement action is and the penalties imposed. This is a value question.

Responding to Councilmember King, Mr. Stewart said staff is working with the City Attorney to develop the enforcement section, which would include fines. There may be other ways to enforce the code, and the staff may bring forward other alternatives.

Responding again to Councilmember King, Mr. Stewart said traffic enforcement and major criminal enforcement are responsibilities of the police.

Councilmember King cautioned against being overly enthusiastic and Mr. Stewart said staff favors the "baby-step" approach, with checks and balances on the most troublesome cases.

Councilmember Gustafson supported getting the community values, and he suggested talking with the Council of Neighborhoods. He supported Option 3 but also advised caution. He said costs will be an important issue, and if Option 3 is the most expensive, that will be important. Mr. Stewart said staff is determining cost levels for the intensity of activity.

Councilmember Ransom was concerned that the work related to the Comprehensive Plan is not completed, which is "keeping the pot stirred with the public." He did not think the City should implement another program to "stir the pot more." He favored Option 1 or 2, which are used by several cities.

Deputy Mayor Montgomery said the approach is to decide on the priority issues and what would be the leverage on enforcing those. She said this could actually be fewer items than presently responded to, rather than more.

Sherri Dugdale, Enforcement Officer, presented the problems with the current approach, which is complaint driven.

Deputy Mayor Montgomery and Councilmembers Gustafson and King supported the proactive approach. Councilmember Hansen said he would support Option 3 at this point. Councilmember Ransom supported the traditional approach.

(c) Discussion of proposed Ordinance No. 203 granting US Crossing Inc. a non-exclusive franchise for ten years to construct, maintain, operate, replace and repair a multiple conduit fiber optic telecommunications system, in, across, over, along, under, through and below certain designated public rights-of-way of the City of Shoreline, Washington

Kristoff Bauer, Assistant to the City Manager, described the proposed non-exclusive, ten-year franchise to US Crossing Inc. to provide a fiber-optic communications link down the

center of Aurora Avenue. He reviewed the staff report in the Council packet, noting that US Crossing will not provide services directly to the residents of Shoreline. It is not considered a telecommunications business and, therefore, not subject to state restrictions on franchise fees. He clarified that US Crossing disagrees with this interpretation but is willing to accept it in order to move forward with the franchise. Mr. Bauer described the proposed benefits to the City for granting the franchise as described on page 90 of the Council packet.

Responding to Councilmember Hansen, Mr. Bauer reiterated that US Crossing will install two two-inch conduits the full length of Aurora Ave. in Shoreline, along with access vaults at major intersections. The City will own and be able to use one conduit. The conduits will be installed in the turn lane, thus minimizing the impact of the installation. The system will create access holes rather than dig up the streets.

Councilmember Ransom was concerned about this franchise because he felt US Crossing should pay a franchise fee and be treated more like a regular franchisee. He said we cannot predict what will happen in ten years, and he did not like giving them a "free ride" for that length of time. He questioned what would happen if US Crossing started selling capacity in Shoreline.

Mr. Bauer said the franchise does not allow US Crossing to sell services within the City. If the uses were to change, a new franchise would be negotiated.

Mr. Deis added that typically a franchise fee is applied to revenue and, in this case, no revenue will be generated from Shoreline customers. The value of the conduit is being amortized over ten years in lieu of a franchise fee.

Responding to Councilmember Ransom's question about why US Crossing is not considering serving Shoreline customers, Mr. Bauer said it is not a retailer but a wholesaler, selling to long-distance providers.

Mr. Deis added that many cities are doing the same thing in order to create the capacity to lay their own fiber in the future. Shoreline could use the conduit to create its own institutional network, so the process has great potential.

There was Council consensus to bring the franchise forward on the July 26th agenda.

(d) Sound Transit Commuter Rail Draft Environmental Impact Statement

Mr. McKinley reviewed the sites under consideration for the Sound Transit commuter rail stations and asked for Council direction on the proposed sites. He used overheads to demonstrate the locations and common features (120 parking spaces, 1000-foot covered platforms on both sides of the track and twelve trains per weekday) of the Richmond Beach Saltwater Park site, the Point Wells site and the Metro Pump Station site. He noted that a Shoreline station is not currently funded, but staff believes a station could be funded if Shoreline wants one. Then he detailed the issues related to each of the sites.

Continuing, Mr. McKinley said the Richmond Beach neighborhood did two surveys, both of which indicated that respondents favored having a station by a slim majority. There was no consensus on the location but there was strong opposition to the Saltwater Park site. The other issues raised by the Richmond Beach residents were traffic, parking, pressure to intensify land use, loss of neighborhood character, safety and security issues, tying the transit system to the station, and the suggestion to site a station in Edmonds instead of Shoreline.

After a brief discussion of mitigation possibilities at each site, Mr. McKinley said the comments made by Shoreline for the scoping process for the Environmental Impact Statement (EIS) are still valid and could be resubmitted. He asked for Council direction to send a letter to Sound Transit summarizing the general issues, identifying station-specific mitigations as well as general mitigations, and asking that the Saltwater Park site be eliminated from consideration. He suggested continued consideration of the pump station and Point Wells. He noted that Point Wells is going through the planning process now, and in a month or two Council will be considering direction about land use there.

Deputy Mayor Montgomery called for public comment.

(a) Larry Bingham, 313 NE 185th St., concurred with staff that Saltwater Park should not be considered. However, he said not much consideration has been given to how Richmond Beach would be accessed at either of the other sites. He felt the City should consider opening 205th and making it the main access to Richmond Beach.

(b) Bill Clements, 19704 21st, speaking for the Richmond Beach Community Council (RBCC), explained the two polls done by the RBCC. At the July 15th public hearing, the RBCC conducted an exit poll. There was no consensus to support or oppose a commuter rail station in Richmond Beach and no clear consensus of the most favored location. He said the surveys and comments are available to Council. He felt there is more public comment to be heard because the community wishes to continue to be involved in the planning process.

Responding to Deputy Mayor Montgomery, Mr. McKinley said that access to Richmond Beach via 205th is addressed in a policy in the Comprehensive Plan, which says that extending 205th should be considered as a mitigation in case of future development.

Councilmember King agreed that the Saltwater Park site should be eliminated. She felt the pump station site would present advantages, such as being below grade, providing for increased pedestrian safety, and not bringing cars so far into the neighborhood. She also noted that Shoreline would be the permitting authority. She commented that this might be an opportunity to decrease traffic on Richmond Beach Drive if another access were provided.

Responding to Councilmember Ransom, Mr. McKinley explained the differences in the survey statistics, noting a smaller sample was taken from the July Open House, where 40

percent of the participants were residents in the area north of Richmond Beach Road and west of 20th Avenue NW—the area more impacted by Point Wells and the pump station. So those surveys were more in favor of the Saltwater Park site.

Councilmember Gustafson said his first choice is not to have a station in Shoreline but to provide transit to an Edmonds location. His second choice was the Metro pump station, as there are too many unknowns about Point Wells at this point. He noted that either site would create cut-through traffic.

Mr. McKinley responded that it has been found that commuters will not go north to get south. He also noted that Sound Transit projects that in 2010 there will be 150 riders in the morning and 150 in the evening.

Deputy Mayor Montgomery felt this must be a low estimate, and Councilmember Hansen commented on the high costs to serve this size of ridership. Mr. McKinley clarified that the station is projected to cost $4 to $7 million.

Councilmember Ransom felt Shoreline should plan for a station. He concurred with Councilmember Gustafson that the future of Point Wells is unknown at this time.

Councilmember Hansen said he had mixed feelings about the project. He felt if there is a station in Shoreline, the only logical spot is the pump station. He agreed that it is questionable whether Point Wells will be available, noting Chevron seems content with the current situation.

Mr. Deis said staff recommends leaving two options open until the process of deciding the future for Point Wells is complete. Right now the Comprehensive Plan shows mixed use development there. He asked for clarification about whether the pump station is the preferred choice.

Councilmember King reiterated that Shoreline would have control of the pump station site and the neighborhood would benefit.

All Councilmembers felt there is no reason to eliminate Point Wells at this point.

Deputy Mayor Montgomery asked if having a station at Point Wells would enhance the possibility of annexation. Mr. Deis said this could be a potential benefit. However, Council will be deciding in the next few months whether to pursue development of Point Wells. There was consensus to convey mitigation for both options.
Barry Hennelly, Project Manager for the Sound Transit Commuter Rail Project, explained that Sound Transit is not required to make a decision on an unfunded site. The Saltwater Park site could be dropped and a supplemental environmental assessment done on the remaining sites at some time in the future. Sound Transit is aware of traffic concerns and will work with Shoreline on parking and alternative access.

Mr. McKinley said staff would draft a letter summarizing Council direction expressing opposition to further consideration of the Richmond Beach Saltwater Park site and to continue review of the Metro pump station and Point Wells sites.

(e) Permit Processing Software Application Acquisition Project

Joe Meneghini, Finance Director, explained that staff is seeking Council consensus on acquiring an integrated software application for permit processing, land use planning and code enforcement. He explained the reasons why staff proposes using a prepackaged system, noting the cost of all three segments is projected to be approximately $85,000. The next steps are a needs assessment and vendor review/demonstrations. A recommendation will be brought back to Council in the fall.

After Council questions, there was consensus to move forward.

10. CONTINUED PUBLIC COMMENT

(a) Larry Bingham, 313 NE 185th St., pointed out that regional through traffic has driven the number of lanes on Aurora Avenue and is projected to increase 100 percent in the next 25 years. This will inevitably result in spillover traffic into the neighborhoods. He said Council must consider the future and how this increased traffic will be handled. Through traffic must be separated from local traffic, and in his view a tunnel under Aurora Avenue is the only option that gives the regional interests the ability to expand while maintaining integrity for Shoreline traffic.

Deputy Mayor Montgomery commented that the financial resources are not available to pursue such an option. Mr. Bingham responded that the need is there. He suggested that Mercer Island was able to accomplish something similar for I-90 because it took a strong stand on the matter.

Councilmember Ransom noted that Alternative C, which provided for more traffic, was not well-received and would have required Shoreline to carry a greater funding burden.

(b) Richard Johnsen, 16730 Meridian Ave. N., supported Mr. Bingham's comments, emphasizing that Council must plan for the future. He felt funding should not be the major consideration because the State can provide money when it wants to. He agreed Shoreline should follow Mercer Island's example and lobby for a tunnel.

11. ADJOURNMENT

At 9:55 p.m., Deputy Mayor Montgomery adjourned the meeting.

Sharon Mattioli
City Clerk

DRAFT

CITY OF SHORELINE

SHORELINE CITY COUNCIL
SUMMARY MINUTES OF DINNER MEETING

Monday, July 26, 1999
6:00 p.m.

Shoreline Conference Center
Highlander Room

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

ABSENT: Councilmember Gustafson and Hansen

STAFF: Robert Deis, City Manager; Kristoff Bauer, Assistant to the City Manager; Rob Beem, Health and Human Services Manager

The meeting convened at 6:10 p.m. All Councilmembers were present, with the exceptions of Councilmember Ransom, who arrived shortly thereafter, and Councilmembers Gustafson and Hansen.

Mayor Jepsen related comments and observations from a recent meeting with Mayor David Hutchinson of the City of Lake Forest Park. Mayor Jepsen noted, and Council and staff discussed, the potential impact of Initiative 695 on funding for youth programs from Lake Forest Park and Shoreline.

Council went on to discuss the formation of a Youth Council or the creation of other, similar opportunities to involve youth in City and regional governance.

Councilmember Ransom arrived at 6:27 p.m.

Next, Council and staff discussed a proposal from the King County Department of Natural Resources Solid Waste Division to co-sponsor a public forum regarding proposed revisions to the County's comprehensive solid waste plan. Council asked staff to research and prepare a recommendation.

Council and staff revisited the proposal to develop a Youth Council to involve youth from the area of Shoreline and Lake Forest Park. The discussion addressed potential goals, different models, past experience and current programs, such as those in the City of Bellevue. Council and staff also discussed the potential for partnerships in providing youth services with the Shoreline School District and the City of Lake Forest Park.

Council went on to relate recent conversations and observations about the Aurora Corridor Pre-design Study. Council then discussed upcoming local and regional elections.

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The meeting adjourned at 7:15 p.m.

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Kristoff Bauer
Assistant to the City Manager

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CITY OF SHORELINE

SHORELINE CITY COUNCIL
SUMMARY MINUTES OF REGULAR MEETING

Monday, July 26, 1999
7:30 p.m.

Shoreline Conference Center
Mt. Rainier Room

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

ABSENT: Councilmember Gustafson

1. CALL TO ORDER

The meeting was called to order at 7:32 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 Hansen, who arrived shortly thereafter, and Councilmember Gustafson.

Upon motion by Councilmember Lee, seconded by Councilmember Ransom and unanimously carried, Councilmember Gustafson was excused.

3. REPORT OF CITY MANAGER

City Manager Robert Deis noted that the second Clean Sweep event was held on Saturday. Volunteers pulled Scotch broom and installed beach grass at Richmond Beach Saltwater Park. He also reminded Council of the Point Wells public forum to be held tomorrow evening.

Kirk McKinley, Transportation Manager, explained a revised proposal for mitigation on 20th Avenue NW that was requested by Shoreline for the Woodway Highlands project. The original proposal with traffic-calming devices, such as chokers or islands, cannot be accommodated within the right-of-way with the road in its present location. The new proposal is to have a walkway on the east side of 20th Avenue NW with bulbouts on three roads at the north end, thus narrowing the throats of these side streets for pedestrian safety and providing some traffic calming .

Councilmember Hansen arrived at 7:44 p.m.

Continuing, Mr. McKinley said staff met with the Richmond Beach Community Council Executive Board, which had questions about the elimination of calming devices on 20th

Avenue NW. He noted that adjacent residents will be contacted by letter about the new proposal. He explained that the traffic-calming devices originally proposed would require moving the entire roadway, which would be beyond the developer's budget. He said staff will continue to monitor speeds on 20th Avenue NW and, if necessary, could revisit this issue with a proposal for a capital project.

Responding to Mayor Jepsen, Mr. McKinley said the path is located at the east fogline and in three locations would be open to the road to allow bicycles to pull off.

Responding again to Mayor Jepsen, Mr. McKinley said the final decision on the type of landscaping has not been made. The goal is to install trees and low maintenance ground cover. He said if the developer cannot fund the full landscaping plan, perhaps another funding source, such as a neighborhood grant, could do so.

Mayor Jepsen was concerned about whether this approach is enough to slow down the traffic on 20th Avenue NW. He suggested plantings of some mass that, at the same time, will not create view blockage problems. He felt staff should "push a little harder" because the proposed solution is not what the community had hoped for.

Responding to Councilmember Ransom, Mr. McKinley said no vote is required on this matter, and staff will proceed under the strategy described tonight, working to get landscaping that will mature quickly and have vertical and horizontal bulk.

4. REPORTS OF BOARDS AND COMMISSIONS: none

5. PUBLIC COMMENT

(a) Donna Hull, 17504 Corliss Avenue N, described her situation regarding digging in the City right-of-way to correct a plumbing problem in her home. She felt a permit cost of $189.50 is too high for what she did and suggested lower fees for homeowners. Mr. Deis responded that right-of-way fees are based on average amounts of time spent. He said the City has a different arrangement with utilities because of the volume of work done. He asked staff to investigate Ms. Hull's case.

6. APPROVAL OF THE AGENDA

Councilmember Hansen moved to approve the agenda. Councilmember King seconded the motion, which carried unanimously.

7. CONSENT CALENDAR

Deputy Mayor Montgomery moved to approve the consent calendar. Councilmember Hansen seconded the motion, which carried 6-0, and the following items were approved:

Approval of expenses and payroll as of July 19, 1999 in the amount of $1,006,646.29

Ordinance No. 203 granting US Crossing Inc. a non-exclusive franchise for ten years, to construct, maintain, operate, replace and repair a multiple conduit fiber optic telecommunications system, in, across, over, along, under, through and below certain designated public rights-of-way in the City of Shoreline, Washington

Motion to authorize expenditure of $5,000 in 1998 mini-grant funds for the Briarcrest Neighborhood Association to purchase materials and construct a neighborhood information kiosk

8. EXECUTIVE SESSION

At 8:05 p.m., Mayor Jepsen announced that Council would recess into Executive Session for 30 minutes to discuss potential litigation. At 8:35 p.m., Mayor Jepsen announced that the Executive Session would continue for another 15 minutes. At 8:50 p.m., the Executive Session concluded, and the regular meeting reconvened.

9. ACTION ITEMS: PUBLIC HEARINGS

(a) Public hearing to consider citizens' comments regarding proposed Ordinance No. 200, which amends and extends the moratorium on expanding or establishing new establishments conducting social card games, punch boards or pull tabs imposed by Ordinance No. 190 as amended by Ordinance No. 193

Ordinance No. 200, amending Ordinance Nos. 190 and 193 establishing a moratorium on the filing of applications for business licenses and building permits for the expansion of existing or the addition of new food or drink establishments conducting social card games, punch boards, or pull tabs, for the purpose of clarifying land use activities subject to the moratorium, renewing the moratorium, and declaring an emergency

Ian Sievers, City Attorney, explained that the first public hearing tonight is on the six-month renewal of the moratorium on expanding or establishing new gambling businesses in Shoreline. During this time, staff will continue to work on drafting permanent regulations for the gambling industry. He noted that both versions of Ordinance No. 200 do the following: 1) renew the moratorium until January 26, 2000; 2) continue the right to commence or expand gambling establishments based on building permits filed before February 8, 1999; 3) continue the prohibition against new gambling activity or expansion of gambling activity whether or not building permits are required; 4) eliminate the term "intensification" as part of the moratorium restrictive formula because of the difficulty of policing this concept; and 5) contain a definition of expansion in terms of gross square

footage of the building as one part of the definition. The two versions of the ordinance differ in the other part of the definition of expansion of activity. The version called Exhibit 1 measures expansion as an increase in the number of tables approved by the Washington State Gambling Commission (WSGC) as of March 22, 1999. The second version measures expansion as an increase in the number of tables applied for as of March 22, 1999. The latter approach follows Washington law in terms of vesting for other types of land use permits. He noted that the WSGC approval format for enhanced gambling requires a substantial commitment of money for the permit and resources for staff training and equipment before approval is achieved. The two versions potentially affect two businesses in Shoreline with a potential increase of 20 tables between them.

Mayor Jepsen opened the public hearing.

(a) David Luft, 1265 NW 202nd St., supported Option 5 as the only way to allow Shoreline to continue to be a desirable place to live and raise a family. He noted that Option 5 would reduce long-term total costs to the City. He urged Council to plan for a family-centered community.

(b) Kathy Adams, 1114 NE 195th, wished to see a reduction in the number of gambling establishments in Shoreline, pointing out that gambling can have a negative impact on families. She did not want Shoreline to become dependent on gambling tax revenue.

(c) Larry Bingham, 313 185th, said families are destroyed by vice industries, which strip people of both their economic capability and self-esteem. He submitted a report by the Washington State Council on Problem Gambling which says that over 240,000 Washington citizens, including 40,000 under the age of 18, are addicted to gambling. He asked Council to establish a policy eliminating all forms of vice in Shoreline, but providing assistance to those gaming businesses willing to redirect their efforts. He asked that the Council create a physical symbol of dedication to freedom from all forms of slavery and have it sewn into the City flag to demonstrate that Shoreline holds inviolate all principles that strengthen and preserve the family.

(d) B.D. Sampson, 18707 Meridian Ave. N., spoke against all forms of gambling because they add nothing to the quality of life. He mentioned the cost of rehabilitating chronic gamblers and said "we are selling our birth right for a bowl of soup."

(e) Vito T. Chiechi, 1501 S. Capital Way, Olympia, spoke representing the Washington Recreational Gaming Association. He mentioned a poll taken by the Elway Research Council of 300 voters in the Shoreline area. It showed that 68 percent of Shoreline voters believe that gambling is a matter of personal freedom and 65 percent felt people should be able to go into cardrooms and spend their money as they wish. He said the survey showed that even numbers of respondents said cardrooms should and should not be allowed in Shoreline.

(f) Bob Tull, representing Goldies, supported the City's cautious approach and said the recommendation to adopt Ordinance No. 200 is wise policy. In general, he supported Option 3, but since it is very complicated to craft land use regulations, Option 4 is an alternative the City can maintain for some months to come without jeopardizing the legitimate businesses involved or creating a situation that would be disadvantageous to City policy in the future. He said from a practical and legal standpoint, the City Council should choose the second version of Ordinance No. 200 because it is consistent with vesting rules and the fact that businesses have to spend $13,000 up front ($3,000 for an E-5 license and $10,000 for defraying the costs of participating in the enhancement program).

(g) Al Crane, 18551 Meridian Ave. N., pointed out that so far the Council has heard from those who stand to gain from the exploitation of those with gambling disorders. He noted a Congressionally-appointed National Gambling Impact Study Commission which found gambling is "a destroyer that ruins lives and wrecks families." It recommended a moratorium on the expansion of gambling and a ban on neighborhood gambling operations.

(h) Ranee Palacios, 17535 8th Ave. NE, said she is against encouraging or providing incentives for casinos. She noted that Shoreline is well-known for its support of children and she wanted to maintain a quality community. Noting she believes many Shoreline citizens agree with her, she asked Council to support Option 5.

(i) Carol Henry, 17001 Aurora Ave. N., spoke against raising taxes on gambling establishments. She said Parker's employs 130 people, many of them single parents. To support these families, Parker's provides medical and dental benefits. She said if taxes were increased, Parker's would consider eliminating these benefits.

(j) Amir Zolfaghary, 17001 Aurora Ave. N., spoke as a Shoreline resident and an employee of Parker's. He said the money spent in Shoreline will be spent elsewhere if gambling is banned. Moving casinos elsewhere will not solve gambling problems and will only remove revenues that could make Shoreline a better place to live.

(k) John Vasko, 529 NW 197th, said many citizens trust the Council to do what is best for the City of Shoreline. Here, the Council has an opportunity to protect the City. Gambling is not family-friendly and the arguments that gambling establishments provide jobs and tax revenue are not relevant to the decision. He referred to the addictive nature of gambling and asked Council to support Option 5.

(l) Carrie Vasko, 529 NW 197th, said gambling poses serious societal problems. She reported on a meeting of Gamblers Anonymous in Shoreline which gave her firsthand knowledge of the impacts on families and lives. She said a study has shown that 31 percent of all people in a casino are in trouble over gambling. She also supported Option 5.

(m) Joanne Kriddle, 1806 22nd St., Anacortes, spoke as a casino employee, noting that if casinos were closed, the lives of many people would be devastated. She felt it is a person's choice whether to indulge in any vice, including gambling.

(n) Tu Leister, 205 134th St., Everett, felt people come to gambling for recreation, particularly older people. He said gambling allows shy people to relate to others. Most people gamble intelligently and are simply gambling to have fun.

(o) Rishi Noreiga, 15420 40th Ave. S., Tukwila, spoke representing Goldie's casino and recommended Option 4. He felt people become addicted to gambling because they have no discipline. He said closing down casinos would shatter many people's dreams.

(p) Michael Preston, 317 22nd E., Seattle, said the gaming industry does not try to trick people or break up families. People have the freedom to choose their activities. The vast majority of people who gamble do so for recreational purposes. He noted that many activities, such as moviegoing, have no redeeming social value. Gambling at least provides the dream of an exciting payoff. He said the yearly costs of dealing with pathological gambling are less than those for drinking or for health problems related to lifestyle choices that cause heart disease. He concluded that the casino industry contributes to research on problem gambling and is one of the only self-policing industries.

(q) Dixie Richards, 407 N 87th, Seattle, a Goldie's employee, said it provides opportunities for young people to work, provide for their families, and go to school. She said the employees at Goldie's are her family.

(r) Christine Haggerty, 8236 Latona Ave. NE, a dealer at Goldie's, said that this establishment has been improved and the clientele has changed. In the time from March to the present she has seen a reduction in fighting and the improvements will upgrade the surrounding community as well.

Upon motion by Deputy Mayor Montgomery, seconded by Councilmember Hansen and unanimously carried, the public hearing was closed.

Councilmember Hansen moved to approve Ordinance No. 200 (Exhibit A.2 on page 44 and repeated on page 63 of the Council packet). Councilmember Lee seconded the motion. Mayor Jepsen confirmed that this version defines "expand" to mean an increase in the gross square footage of the structure(s) licensed for gambling activities or to increase the number of gaming tables over the number of tables for which application was pending before the Washington State Gambling Commission as of March 22, 1999.

Councilmember King was concerned about Shoreline's dependence on gambling taxes. She suggested that gambling revenue should go into the Capital Improvement Program (CIP). Noting this issue will be discussed at the annual retreat, Mr. Deis said staff is also

very concerned about relying on this funding source because of its volatility. Furthermore, the gaming association continues to lobby the legislature to remove municipalities' ability to control use of the funds.

Councilmember Ransom confirmed that the motion includes the existing gambling establishments and those on the WSGC list that was closed as of September, 1998, of which there are two or three in Shoreline.

Mayor Jepsen summarized that Council has been studying this issue and trying to determine the best option for Shoreline from a social, morale and financial perspective. He referred to all the discussion done in public and said the matter was also discussed in Executive Session.

Councilmember Ransom said that he has not voted on gambling issues in the past because he is on the Board of Cascade Bingo (a charity bingo supporting music programs). However, the State Supreme Court has said that involvement with non-profit associations does not present a conflict of interest. Therefore, he will vote tonight.

A vote was taken on the motion to approve Ordinance No. 200 (Exhibit A.2 on page 44 and repeated on page 63 of the Council packet). It carried 6 - 0 and Ordinance No. 200 renewing the moratorium was adopted.

(b) Public hearing to consider citizens' comments regarding proposed Resolution No. 155, which directs staff to draft land use regulations prohibiting new social card games, punch boards, or pull tabs as commercial stimulants for food or drink establishments and restricting existing establishments as nonconforming uses, and further directs the development of a gambling tax on existing social card rooms if the number of total gaming tables approved for these establishments increases

Resolution No. 155 initiating land use and tax regulations for the gambling industry

Tim Stewart, Director of Planning and Development Services, described the five options brought before Council, noting they represent the broadest range of policy alternatives. He said Council discussed these options at the June 21st workshop. Based on that discussion, Resolution No. 155 gives direction to develop policy based on Option 4, which permits legally existing operations to continue but prohibits new establishments. Implementing land use regulations will be drafted and brought to the Planning Commission for public hearing and a recommendation to Council. The resolution also addresses tax rates and suggests a policy that would increase the tax rate if the number of gaming tables in Shoreline were to increase.

Mayor Jepsen opened the public hearing.

(a) Larry Bingham, 313 NE 185th, asked the Council to identify the principle it uses to tax businesses in the City. Noting his view that gambling establishments not be recognized as legitimate businesses, he questioned the principle upon which the City would extort a higher rate of tax on gambling than for other businesses.

(b) Bob Tull, 709 Dupont, Bellingham, felt there should be further consideration of Option 3, although he could support Option 4 at this time. He felt the process outlined by Mr. Stewart would provide a good opportunity for discussion. He said the gaming industry may change its position in terms of trying to tell cities how to spend tax revenues, as long as the tax rate is not crippling. He supported a strong relationship between the City and the gambling industry.

Upon motion by Deputy Mayor Montgomery, seconded by Councilmember Lee and unanimously carried, the public hearing was closed.

Councilmember King moved adoption of Resolution No. 155. Councilmember Hansen seconded the motion.

Mayor Jepsen said his original preference was to regulate land use. However, at this point he could support allowing grandfathered uses. He asked how grandfathering and the land use approach could be fit together so that a consolidation or a limitation on locations could be achieved. He also asked about taxing based on increases in the number of tables. Stating that his thoughts on taxation have been misunderstood, he pointed out that gambling lobbyists talk in Olympia about the 20 percent tax rate they could be required to pay, yet when the cities want to tax at that rate, the industry says it cannot afford it. He thought the industry would continue to lobby to have the maximum rate lowered at the next session.

MEETING EXTENSION

At 10:00 p.m., Councilmember Hansen moved to extend the meeting to 10:30 p.m. Councilmember King seconded the motion, which carried 4 - 2, with Deputy Mayor Montgomery and Councilmember Lee dissenting.

Mr. Stewart said the principle of nonconformity is well established in land use law. The nonconforming use is allowed to continue but not expand unless certain criteria are met. He referred to page 69 of the staff report, noting it would be possible to establish a conditional-use permit or a special-use permit for the expansion of a nonconforming activity such as a casino. There is a potential to regulate very carefully the nonconforming uses and to prohibit new uses.

In terms of the taxation issue, Mr. Stewart said the industry has testified that an increase on the tax rate would have a chilling effect on business. Resolution No. 155 neither establishes a new tax rate nor a new regulation. It directs staff to further develop these ideas. He clarified that the proposal would increase the tax rate uniformly across the City for an increased number of tables at any casino.

Councilmember Ransom pointed out that an increase of tables at one casino could thereby impact all of them.

Deputy Mayor Montgomery noted that at the public hearing about an equal number of individuals spoke for and against Option 5. However, those favoring the gambling industry are all employees or representatives of the industry. She said gambling is the number one issue people approach her to discuss. She supported pursuit of Option 4 for now, but requested continued consideration of Option 5. She did not think it is extortion to tax a certain industry at higher rates because some businesses incur greater societal costs.

Councilmember King said the resolution discusses both land use and taxation, but she felt taxation should be discussed independently. **She moved to amend Resolution No. 155 to eliminate the fourth "whereas," thus eliminating the reference to tax policy for discussion as a separate item. Councilmember Ransom seconded the amendment.**

Councilmember Ransom clarified that the 20 percent tax rate applies to gross revenue, rather than net. This is a very heavy tax, and State B&O tax must be paid on top of that, along with federal tax. This makes an enormous impact and is very different from a normal business, which might be taxed at 35 or 40 percent of net. He said many businesses failed in Spokane when the tax rate was raised to 20 percent. Federal Way recently went to 20 percent, and one casino closed within a week, and another is trying to negotiate a compromise to amortize itself out of existence.

Mayor Jepsen clarified that if the motion passes, Section 2 would be removed and the title of the resolution changed. He said Resolution No. 155 does not state that the City will immediately go to a 20 percent rate. It simply gives staff direction to develop a policy. He said he would like to see proof of the impacts on these businesses and staff is being directed to bring back facts upon which to base a policy.

Councilmember Hansen said he originally had concerns about the resolution because he does not generally favor raising taxes; however, he can now support it because it addresses only policy development. Noting no support for Options 1 and 2, he favored removing them from further consideration.

Mayor Jepsen felt that the adoption of tonight's legislation would make this clear.

A vote was taken on the amendment, which failed by a vote of 2 - 4, with Councilmembers King and Ransom voting in the affirmative.

Councilmember Ransom asked that the Council continue to consider Option 3 because State and federal laws allow gambling. Option 3 sets zoning restrictions, which is clearly within the parameters of a city, and controls location and size of buildings, etc.

Councilmember Lee said that in this case she had to choose between her personal preference (Option 5) and the arguments and facts put before Council. Based on the facts, she supported Option 4. She commented that the City is allowed to tax up to 20 percent and that this rate should be considered.

A vote was taken on the motion, which carried 6 - 0, and Resolution No. 155 was adopted, initiating land use and tax regulations for the gambling industry.

10. ACTION ITEMS: OTHER ORDINANCES, RESOLUTIONS AND MOTIONS

(a) Update on additional parking for the Shoreline Pool

Mike Gillespie, City Engineer, reviewed the staff report on parking improvements for the Shoreline Pool. He explained that a master plan will be created to deal with the future of the pool. The current recommendation addresses existing needs for additional parking, enhances the vehicular safety for cars coming to the pool, and eliminates overflow parking in the neighborhood. He explained the process for arriving at the recommendation after evaluating several options. The following criteria was used: 1) pedestrian and vehicular safety, 2) minimizing the impacts to the park, 3) minimizing permitting issues, 4) utilizing existing right-of-way, and 5) cost considerations. The preferred alternative, which creates approximately 40 new stalls, consists of angle parking along the east side of 1st Avenue to the north and south of the pool and a drop-off area adjacent to the pool.

Mr. Gillespie described the public involvement process, noting the Parks, Recreation and Cultural Services Advisory Committee voted unanimously in favor of the preferred alternative, although requesting mitigation for the loss of the trees and vegetation in the park. The School District staff also supports the preferred alternative. He said the major concern expressed by the public was impacts to the park area. Staff will propose mitigations to reduce the impacts, including replacing trees and vegetation and enhancing the landscaping in that area. There was also concern about future parking if there is increased use of the facility. Mr. Gillespie said the improvements proposed now will be compatible with any future expansion. Safety and concentrated pedestrian crossing issues will be considered as the plan moves into the design stage. He concluded that the project will go to bid this fall, with completion of construction in the spring.

Mayor Jepsen supported the proposed solution. He asked staff to study the access from 192nd and 190th. He also asked whether it is the norm to separate angle parking by 15 feet from the edge of the fogline. He felt this might be overcautious, noting if this distance were reduced, more of the trees could be saved.

Mr. Gillespie said both the intersection analysis and the distance from the fogline will be looked at in the design phase.

MEETING EXTENSION

At 10:30 p.m., Councilmember Hansen moved to extend the meeting until 11:00 p.m. Councilmember Ransom seconded the motion, which carried 6 - 0.

Councilmember King suggested signage limiting use of this parking to pool users. She also commented that the height of the ivy affects visibility. Finally, she opposed elimination of the grassy swale. Mr. Gillespie said other things can be done in lieu of a swale. He noted the difficulty of enforcing signage limitations.

Mayor Jepsen expressed the consensus to move forward with the preferred alternative.

Responding to Councilmember Ransom's question about petitions circulating at the open house regarding not parking in the north area, Wendy Barry, Parks, Recreation and Cultural Services Director, said her understanding was that the petitions addressed the expansion of the pool as considered in the master plan alternative.

11. CONTINUED PUBLIC COMMENT

(a) John Hull, 19522 Aurora Ave. N., commented on the letter he received from the Shoreline Police Department regarding his two traffic stops. He said he had been stopped a third time in his own parking lot. This time the officer was aggressive and hostile. He described all three incidents, which involved different officers and different sergeants, stating that in his view the Shoreline Police Department is engaging in racial profiling and "pretext" stops. He said a King County Police representative has been quoted as saying King County practices and trains for pretext stops, even though the Washington Supreme Court has found this to be illegal. He felt that the officers stretched their authority and that the police department is "out of hand." Mr. Hull concluded that he is writing to the Washington State Attorney General's Office, the U.S. Attorney General, his State and federal legislators, and the governor.

Mr. Deis said the police department will respond to these accusations. He assured the Council that the department is not racially profiling or making pretext stops.

(b) Matt Reagan, 11221 Greenwood N., described a situation in which he drove Mr. Hull's car under similar circumstances and was not stopped.

MEETING EXTENSION

At 10:50 p.m., Councilmember Hansen moved to extend the meeting until 11:20 p.m. Councilmember Ransom seconded the motion, which carried unanimously.

12. EXECUTIVE SESSION

At 10:51 p.m., Mayor Jepsen announced that Council would recess into Executive Session for 20 minutes to consider one item of litigation. At 11:29 p.m., the Executive Session concluded, and the regular meeting reconvened.

DRAFT

13. ADJOURNMENT

At 11:30 p.m., Mayor Jepsen adjourned the meeting.

_____

Sharon Mattioli
City Clerk

Council Meeting Date: August 23, 1999 **Agenda Item: 7(b)**

CITY COUNCIL AGENDA ITEM

CITY OF SHORELINE, WASHINGTON

AGENDA TITLE:	Approval of Expenses and Payroll as of July 29, 1999
DEPARTMENT:	Finance
PRESENTED BY:	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 $1,261,459.32 specified in the following detail:

Payroll and benefits for June 27 through July 10, 1999 in the amount of $222,893.35 paid with ADP checks 3077-3136, vouchers 280001-280098, benefit checks 1224-1229.

the following claims examined by C. Robert Morseburg paid on July 16, 1999:

Expenses in the amount of $2,600.00 paid on Expense Register dated 7/2/99 with the following claims check: 1042-1046 and

Expenses in the amount of $1,200.00 paid on Expense Register dated 7/13/99 with the following claims check: 1119 and

Expenses in the amount of $13,481.25 paid on Expense Register dated 7/14/99 with the following claims check: 1120-1136 and

Expenses in the amount of $19,023.91 paid on Expense Register dated 7/14/99 with the following claims checks: 1137-1152 and

Expenses in the amount of $25,960.28 paid on Expense Register dated 7/14/99 with the following claims checks: 1153-1171 and

Expenses in the amount of $14,707.51 paid on Expense Register dated 7/14/99 with the following claims checks: 1172-1180 and

the following claims examined by C. Robert Morseburg paid on July 22, 1999:

Expenses in the amount of $165,772.91 paid on Expense Register dated 7/19/99 with the following claims checks: 1181-1203 and

Expenses in the amount of $7,517.30 paid on Expense Register dated 7/19/99 with the following claims check: 1204-1215 and

Expenses in the amount of $936.25 paid on Expense Register dated 7/19/99 with the following claims checks: 1216-1223 and

Expenses in the amount of $75,702.05 paid on Expense Register dated 7/21/99 with the following claims checks: 1230-1248 and

Expenses in the amount of $7,348.23 paid on Expense Register dated 7/22/99 with the following claims checks: 1250

the following claims examined by C. Robert Morseburg paid on July 29, 1999:

Expenses in the amount of $62,163.95 paid on Expense Register dated 7/23/99 with the following claims checks: 1251-1278 and

Expenses in the amount of $110,412.99 paid on Expense Register dated 7/27/99 with the following claims checks: 1279-1309 and

Expenses in the amount of $547.50 paid on Expense Register dated 7/28/99 with the following claims check: 1310-1319 and

Expenses in the amount of $149.52 paid on Expense Register dated 7/28/99 with the following claims checks: 1320-1328 and

Expenses in the amount of $512,297.53 paid on Expense Register dated 7/28/99 with the following claims checks: 1329-1344 and

Expenses in the amount of $18,028.54 paid on Expense Register dated 7/29/99 with the following claims checks: 1345-1361 and

Expenses in the amount of $716.25 paid on Expense Register dated 7/29/99 with the following claims checks: 1370-1375

Approved By: City Manager ____ City Attorney ___

Council Meeting Date: August 23, 1999 **Agenda Item: 7(c)**

CITY COUNCIL AGENDA ITEM
CITY OF SHORELINE, WASHINGTON

AGENDA TITLE:	Authorize the City Manager to execute the HOME Investment Partnership Program Interlocal Cooperation Agreement with King County
DEPARTMENT:	Health and Human Services
PRESENTED BY:	Rachael Markle, Grant Specialist

EXECUTIVE / COUNCIL SUMMARY

The City's 1997-1999 HOME Investment Partnership Program Interlocal Cooperation Agreements will expire January 1, 2000. In order for local projects to be eligible for competitive HOME funds, the City must enter into an Interlocal Cooperation Agreement with King County.

HOME funds can be used for a variety of low income housing activities including acquisition and rehabilitation, new construction, first time homebuyer assistance, and to cover finance costs, relocation costs, and site improvements costs. A total of $117,000 in HOME funds were used in Shoreline to construct the Habitat for Humanity project on 175th Street. All other cities located wholly in King County, with the exception of the City of Seattle and Normandy Park, are part of the King County HOME Consortium. If the City does not enter into an Interlocal Cooperation Agreement with King County for HOME funds, HOME funds cannot be spent in the City of Shoreline.

The 2000-2002 HOME Investment Partnership Program Interlocal Cooperation Agreement must be authorized and submitted to King County by August 25, 1999 to extend the city's eligibility to receive and/or benefit from HOME funds.

RECOMMENDATION

Authorize the City Manager to sign the 2000-2002 HOME Investment Partnership Program Interlocal Cooperation Agreement.

Approved By: City Manager LB City Attorney

BACKGROUND / ANALYSIS

In order to continue to participate/benefit in the Home Investment Partnership Program, the City must enter into a three year Interlocal Cooperation Agreement for the program with King County. Four municipal staff representatives from the King County Consortium, including a staff representative from the City of Shoreline, worked with King County Housing and Community Development Program Staff to review and revise the attached 2000-2002 Interlocal Cooperation Agreement.

HOME Investment Partnership Program Interlocal Cooperation Agreement

The federal HOME Investment Partnerships Program (HOME) was created in 1990 under the National Affordable Housing Act to stimulate public/private housing partnerships and to maximize the existing resources to develop more affordable housing. King County is designated by the federal government to receive and manage HOME funds for this urban area.

HOME funds can be used for the following:

1) Funds can be used for a variety of low-income housing activities including acquisition and rehabilitation, new construction, first time homebuyer assistance, and to cover finance costs, relocation costs, and site improvement costs.

2) At least 15% of the total entitlement of HOME funds each year must be awarded to Community Housing Development Organizations (CHDOs). A CHDO is a private nonprofit organization whose mission includes the provision of decent affordable housing for low and moderate income households and whose Board reflects low-income resident participation. An example of a CHDO is the Multi Service Center of North and East King County.

By signing the HOME Interlocal Cooperation Agreement, HOME funds can be used to support projects located in the City of Shoreline. Based on Federal regulation, jurisdictions must sign Interlocal Cooperation Agreements with the eligible recipient (King County) for periods of at least three years to participate. Therefore, the attached Interlocal Cooperation Agreement insures the City's ability to participate in the HOME program in the years 2000, 2001, and 2002.

Each year organizations throughout King County apply to the Joint Recommendations Committee (JRC) to use HOME funds. Each city that is a part of the King County HOME Interlocal Cooperation Agreement has a staff representative assigned to work with King County HOME program staff to review applications and prepare recommendations to the JRC. The Joint Recommendations Committee evaluates projects annually. The Joint Recommendations Committee is comprised of: four County representatives and five City representatives. An additional revolving position on the JRC alternates between the Cities of Auburn and Bellevue who only participate in the HOME Consortium since they both receive a direct entitlement for Community Development Block Grant (CDBG). The JRC makes decisions and recommendations to the King County Council regarding the Consortium's HOME and CDBG programs. If Shoreline decides to administer its own entitlement, as is discussed in the August 23rd Staff Report entitled: "Analysis of administering the City's Community Development

Block Grant entitlement locally or entering into a Joint Agreement with King County to continue to administer the City's CDBG program", a City representative would also be eligible to serve on the JRC via the additional revolving position.

The HOME Interlocal Cooperation Agreement for 2000-2002 states that the County will assume all responsibility for ensuring that the Consortiums' HOME Program is operated in compliance with all federal requirements. The County will also carry out the housing objectives adopted by the County and City in the Consolidated Housing and Community Development (H & CD Plan). As part of the Agreement, the City agrees to cooperate fully with the County in the development and preparation of the Consolidated H & CD Plan, particularly the sections of the plan pertaining to Shoreline. The Agreement stipulates that both the City and the County will agree to affirmatively further fair housing.

The 2000-2002 HOME Interlocal Cooperation Agreement has not been significantly changed from the1997-1999 HOME Interlocal Cooperation Agreement. The only notable change is as follows:

Term of Agreement: Provides for automatic renewal of the 3 year Interlocal Cooperation Agreement, upon written notice to participating jurisdictions that they have the option to amend or opt out of the Agreement. (This change will give jurisdictions the ability to continue to participate in the HOME program without negotiating a new Interlocal Cooperation Agreement every three years.)

SUMMARY

Even though the City has been designated to receive a separate entitlement for CDBG it is not a federally designated HOME entitlement jurisdiction. Therefore, the City must enter into the three year HOME Interlocal Cooperation Agreement with King County in order for eligible housing projects to compete for HOME funding. Federal regulations governing the administration of HOME funds stipulate that Interlocal Cooperation Agreements must be at least three years in length. This agreement must be signed and returned to King County by August 25, 1999.

RECOMMENDATION

Authorize the City Manager to sign the 2000-2002 HOME Investment Partnership Program Interlocal Cooperation Agreement.

Council Meeting Date: August 23, 1999 **Agenda Item: 7(d)**

CITY COUNCIL AGENDA ITEM

CITY OF SHORELINE, WASHINGTON

AGENDA TITLE:	Adoption of Resolution No. 157 for Lease Extensions of City Office Space-Eastside Store Front and Highland Plaza (City Hall Annex)
DEPARTMENT:	Public Works
PRESENTED BY:	Ian Sievers, City Attorney; Audrey Gretch, Management Analyst

PR (for)

EXECUTIVE/COUNCIL SUMMARY

Eastside Store Front

The current lease agreement for the Eastside Storefront (521 NE 165th Street) will expire on October 31, 1999 unless the City exercises its option to extend. Staff has renegotiated the original three-year option to allow three one-year extensions to avoid locking the City into a long-term commitment at a time of financial uncertainty in light of the I-695 ballot measure. Staff recommends executing this lease revision and exercising the first one-year option.

This lease began on November 1, 1996 and consists of 880 square feet at a monthly rate of $625 ($7,500 annually). For the one-year term, November 1, 1999 through October 31, 2000, the monthly rate will increase to $650 to incorporate the cost of living adjustment from the beginning of the lease.

City Hall Annex

The current lease for the City Hall Annex at the Highland Plaza Building will expire on May 31, 2000. The City has an option to extend this lease for one three-year term and additional twelve to eighteen month terms thereafter. The lease requires notice exercising the first option term between 210 to 270 days prior to the expiration date (i.e. between September 3 and November 2, 1999).

The initial lease for space in the Highland Plaza Building was executed on August 29, 1996 with Suite 108 (1,795 square feet). The leased space increased to 11,885 square feet of office/storage space with the execution of four addenda over the next two years based upon the staff space needs analysis presented at the August 4, 1997 council workshop.

The average monthly rental for the Annex is $8,892 ($106,712 annually). The lease calls for negotiation of the extension term rental rate once the option is exercised. After negotiations are complete, staff will return to Council with a recommended lease addendum incorporating the new rate.

RECOMMENDATION

Staff recommends passage of Resolution No. 157 authorizing continued leasing of space at the Eastside Storefront and the Highland Plaza City Annex. The resolution authorizes the City Manager to execute an amendment to the Eastside Storefront lease to create three one-year extensions and to exercise the first one-year option extending the lease through October 31, 2000 at a rate of $650 per month.

The resolution further authorizes the City Manager to exercise the option for a three-year lease extension for the Highland Plaza Building (City Hall Annex) and to negotiate a rental rate for this extension to be submitted for Council approval.

Approved By: City Manager LB City Attorney

BACKGROUND / ANALYSIS

Eastside Storefront Lease Renewal

On September 16, 1996 Council authorized negotiations for leasing space at 521 NE 165th Street to establish a Neighborhood Police Center commonly called the Eastside Storefront. The Neighborhood Police Program has supported the policing efforts in the east neighborhoods of the City by providing increased communications with area residents and greater accessibility to our police. The Center has also provided a place for neighborhood groups and volunteers to meet and a bulletin board for information to be posted and shared. The Eastside Storefront is staffed part-time with a police officer and the remaining time with volunteers from the Shoreline Community.

The original lease executed on October 8, 1996 is for a three-year term with one three-year term renewal. The initial lease for 880 square feet will expire on October 31, 1999. The lease requires written notice of intent to extend 60 days prior to the lease expiration date.

Due to the potential impacts of I-695 on City finances, staff renegotiated the extension clause to create three one-year terms. The ability to extend the lease on an annual basis avoids a long-term commitment and provides greater flexibility in decision-making regarding the Neighborhood Police Center in the future. An amendment changing the extension to three one-year terms is attached to the proposed Resolution as Exhibit A.

The monthly rent for the Eastside Storefront space is $625 ($7,500 annually). The language in the initial lease recommended a cost of living adjustment after the first two years and every two years after that. The landlord (B.A.M.) did not request a cost of living adjustment after the second year of the lease. Upon exercising the extension for a one-year term, B.A.M. will make a cost of living adjustment for the term November 1, 1999 through October 31, 2000. The new monthly rate will be $650.

Highland Plaza Lease Renewal Negotiations

In August 1996, Council authorized leasing space in the Highland Plaza Building (City Hall Annex). The initial lease with Highland Enterprises L.L.C. (suite 108 -1,795 square feet) has been amended to include additional suites to accommodate space needs identified by the space analysis completed in mid 1997 and presented at the August 4, 1997 council workshop.

On October 9,1996 suites 101, 102, 103, 104, 105, and 106 containing approximately 1,288 square feet were added as part of the First Addendum to the original lease. The Second Addendum dated March 28, 1997 added suite 201 (1,288 square feet) followed by a Third Addendum dated November 26,2997 which added suites 114, 115, and 116 (2640 square feet) to the leased space. A Fourth Addendum was executed on September 1, 1998 to add suite 107 (1,250 square feet).

The terms identified in the initial lease regarding lease expiration were incorporated as a part of each Addendum. Accordingly, the lease expiration for the entire leased space at the Highland Plaza site is May 31, 2000. A clause in the Third Addendum amended the terms for lease renewals. Pursuant to this clause, the City has the option to extend the original lease for one three-year term (called the first extended term) followed by the option to extend for three successive terms from twelve to eighteen months each at the City's discretion.

The terms of the lease require written notification to Highland Enterprises L.L.C. no sooner than 270 days (September 3, 1999) prior to and no later than 210 days (November 2, 1999) prior to the expiration date to exercise the option to extend the lease for an additional term. A re-negotiation of the rental rate, for the extension is required by the lease. A recommendation for the rate amendment will be brought back to Council after negotiations have been completed.

RECOMMENDATION

Staff recommends passage of Resolution No. 157 authorizing continued leasing of space at the Eastside Storefront and the Highland Plaza City Annex. The resolution authorizes the City Manager to execute an amendment to the Eastside Storefront lease to create three one-year extensions and to exercise the first one-year option extending the lease through October 31, 2000 at a rate of $650 per month.

The resolution further authorizes the City Manager to exercise the option for a three-year lease extension for the Highland Plaza Building (City Hall Annex) and to negotiate a rental rate for this extension to be submitted for Council approval.

ATTACHMENTS

Attachment A: Resolution No. 157

Attachment B: Amendment to Eastside Storefront Lease (Exhibit A to Resolution No. 157

RESOLUTION NO. 157

A RESOLUTION OF THE CITY OF SHORELINE, WASHINGTON, AUTHORIZING THE CITY MANAGER TO EXTEND LEASE AGREEMENTS FOR OFFICE SPACE AT 521 NE 165TH FOR THE EASTSIDE COMMUNITY STOREFRONT AND AT CITY HALL ANNEX

WHEREAS, the City Council wishes to extend its agreements for commercial space used as the eastside community storefront and the City Hall Annex; NOW, THEREFORE,

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SHORELINE, WASHINGTON AS FOLLOWS:

Section 1. Authorization. The City Manager or designee is authorized and directed to execute on behalf of the City a lease amendment of the City's lease of offices at 521 NE 165th, Shoreline, WA (Clerk's Receiving Number 228) attached hereto as Exhibit A to allow three one-year lease extensions, and to exercise an extension of one year to commence November 1, 1999; and

Section 2. Authorization. The City Manager or designee is authorized and directed to execute on behalf of the City the lease extension option of the City's lease of offices at Highland Plaza, 1110 North 175th Street, Shoreline, WA (Clerk's Receiving Number 709) for an additional three-year term to commence June 1, 2000 and to negotiate a rental rate for the extended term.

ADOPTED BY THE CITY COUNCIL ON _____, 1999.

_____
Mayor Scott Jepsen

ATTEST:

_____
Sharon Mattioli, CMC
City Clerk

FIRST ADDENDUM TO LEASE AGREEMENT-COMMERCIAL PREMISES
Eastside Store Front

THIS FIRST ADDENDUM to that Lease Agreement-Commercial Premises is made and entered by and between Ann G. Segale, Lucile T. Flanagan, and Rosemary Ballinger, d.b.a. B.A.M., (hereinafter called Lessor) and the City of shoreline, 17544 Midvale Avenue North, shoreline, WA 98133.

RECITALS

1. Lessor and Lessee executed a lease of commercial office space known as 521 NE. 165th Shoreline, WA 98133 on October 8, 1996 (hereinafter the "Lease").

2. The parties desire to amend the option for extending the Lease to allow three options for additional one-year terms.

3. The parties wish to amend the rate for the initial one-year extension term.

Now therefore, in consideration of the mutual covenants contained herein, the parties agree as follows:

1. **AMENDMENTS.** The parties agree to amend the Lease in the following respects:

   1.1 Section 2 of the Lease is amended to provide that the Lessee shall have the option to extend the term of the Lease for three terms of one (1) year each upon providing the Lessor with written notice of an intent to exercise such option sixty (60) days prior to the expiration of any term.

   1.2 The initial monthly rental amount for the first option term shall be $_____. The monthly rental amount for additional option terms shall be adjusted according to section 4 of the Lease.

2. CONTINUING EFFECT.

The terms of the Lease, except as specifically amended herein, shall continue in full force and effect.

EXECUTED this _____day of _____, 1999.

LESSOR:
B.A.M.

By:_____

_____

_____

LESSEE:
CITY OF SHORELINE

By:_____
Robert Deis, City Manager

Approved as to form:

_____
Ian R. Sievers, City Attorney

STATE OF WASHINGTON)
) ss.
COUNTY OF KING)

On this ____day of _____, 1999, before me personally appeared _____,_____ and _____to me known to be the individuals described in and who executed the within and foregoing instrument, and acknowledged they signed the same as their free and voluntary act and deed, for the uses and purposes therein mentioned, and on oath stated that they were authorized to execute said instrument.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed by official seal the day and year first above written.

_____
Notary Public
Commission expires:

STATE OF WASHINGTON)
) ss.
COUNTY OF KING)

On this ____day of _____, 1999, before me personally appeared Robert Deis, and acknowledged said instrument to be the free and voluntary act of the City of Shoreline, for the uses and purposes therein mentioned, and on oath stated that he was authorized to execute said instrument on behalf of said municipality.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed by official seal the day and year first above written.

_____
Notary Public
Commission expires:

Council Meeting Date: August 23, 1999 **Agenda Item: 7(e)**

CITY COUNCIL AGENDA ITEM

CITY OF SHORELINE, WASHINGTON

AGENDA TITLE:	Approve Addition of one Reactive Patrol Officer due to the Annexation of Area A-2
DEPARTMENT:	Public Safety
PRESENTED BY:	Sue Rahr, City Chief

EXECUTIVE / COUNCIL SUMMARY

On June 28, 1999, your Council approved Ordinance 198 annexing Area A-2 to the City of Shoreline. The analysis presented at that time assumed that to maintain the existing service levels for public safety it was anticipated that one additional reactive patrol officer would be needed beginning in January 2000. The current public safety workload for Area A-2 warrants one additional officer to maintain service at the City's existing level for public safety.

With the annexation of Area A-2 on August 1, 1999, the City began providing public safety services in this area based on a reassignment of existing personnel.

The City added one additional patrol officer early in 1999 due to the annexation of Area A-3. The City was able to utilize a Universal Hiring Grant from the County to provide $25,000 of the position costs per year for a three-year period.

The City also applied for and received a Universal Hiring Grant which it has yet to use. It is proposed that the City's grant (on the same terms as the County's) will be used for this additional Area A-2 officer.

The County has notified the City that there is a three to six month timeline for a full-scale recruitment of new positions. Once the County is notified of the City's decision to hire an additional officer, the County will work with the City on the recruitment. The new position could either come from new recruits or from a lateral transfer of an existing County officer.

The City would begin paying for a new position once the officer has begun academy training. The annual, fully loaded, cost of an officer is $101,913. If we assume that a position enters the academy on October 1, the City would pay $19,228 for the remainder of 1999 and $76,913 for 2000 due to the Universal Hiring Grant.

There are sufficient funds available from public safety overtime savings in 1999 to cover the additional 1999 costs of this position.

RECOMMENDATION

Staff recommends that your Council 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.

Approved By: City Manager [illegible] City Attorney N/A

Council Meeting Date: August 23, 1999 **Agenda Item: 7(f)**

CITY COUNCIL AGENDA ITEM

CITY OF SHORELINE, WASHINGTON

AGENDA TITLE:	Approval of North City Neighborhood Mini-Grant for $5,000
DEPARTMENT:	Community/Government Relations
PRESENTED BY:	Ellen Broeske, Neighborhoods Coordinator Joyce Nichols, C/GR Manager

EXECUTIVE / COUNCIL SUMMARY

The North City Neighborhood is requesting $5,000 in Mini-Grant funds to purchase 12 winter holiday decorations for the North City business district holiday celebration and a storage system to maintain the decorations for future use. The decorations will be mounted on light poles along 15th Ave. N.E. from 172nd St. to 180th St. beginning on the third week of November, 1999. T.C.I. Cablevision technicians will install the decorations as a community service. After the holiday season the decorations will be hung on a storage rack at Auto Craft Collision in the North City business district where they will be available for use next year. The Neighborhood Association has obtained a right-of-way permit to hang the decorations.

In 1998 the North City Neighborhood received $1,600 in Mini-Grant funds to purchase holiday banners. The holiday decorations proposed for purchase this year would hang on the same poles opposite the banners. These decorations are manufactured by Display Sales and are 8' classic pine boughs with a white hanging lantern (See Attachment A). The garlands on the bough are made of UV ray resistant material attached to heavy-duty steel frames. The Boards of the North City Neighborhood Association and the North City Business Association approved the decoration selection. The storage system will protect the decorations, minimizing breakage (See Attachment B).

The decorations will be installed the third week of November and removed the first week of January 2000. On December 4, neighborhood and business district volunteers will host a holiday celebration featuring a holiday tree-lighting, music and refreshments.

The North City Neighborhood is requesting $5,000 for this project. It has established volunteer match valued at $5,240. In addition to the $1,600 the Neighborhood received for holiday decorations, the group received $2,200 for hanging flower baskets for a total of $3,800 in 1998 Mini-Grant funds. Both those projects were successfully completed.

RECOMMENDATION

Staff recommends authorization of $5,000 in 1999 Mini-Grant funds for the North City Neighborhood Association to purchase holiday decorations and a decoration storage system.

Approved By: City Manager JB City Attorney N/A

BACKGROUND / ANALYSIS

Resolution No. 54 established the Neighborhoods Mini-Grant Program, with the process and administration of the funds to be handled by the Office of Neighborhoods. The allocation of the total funds available is determined from year to year by appropriation of the City Council. All such grants to individual neighborhood associations are governed by rules approved by the City Council on October 7, 1996 and amended on November 23, 1998. Grants must be approved by your Council prior to their implementation.

The revised guidelines require that Mini-Grant funds be applied for and expended within the same budget year and establish an application deadline of June 30th. The Shoreline Council of Neighborhoods reviewed these guidelines prior to City Council approval.

Mini-Grants provide equal grants of up to $5,000 to each of the active, organized, qualifying neighborhood associations in the City of Shoreline. Neighborhood associations are required to match Mini-Grant funds. A match may be generated from co-sponsoring groups, businesses, organizations, schools, media, in-kind donations and/or "sweat equity."

Mini-Grant project categories include the following:

- Projects that create or enhance a tangible improvement in the neighborhood;
- Projects that disseminate information and increase awareness of the goals and mission of the neighborhood association to the neighborhood community;
- Projects that directly benefit a public agency or organization and its immediate neighborhood, and that require the active involvement of both the public agency and members of the neighborhood in planning and carrying out the program.

The North City Neighborhood has focused on making improvements to and increasing the visibility of its neighborhood business district over the past three years using Mini-Grant funds to create hanging flower baskets, banners, and holiday decorations. These enhancements, along with other support from the City and the business community, have contributed to a new sense of pride and vitality in the North City business district.

Current Proposal:

The North City Neighborhood Association is proposing to use $5,000 in Mini-Grant funds to purchase holiday decorations and a decoration storage unit to create a festive atmosphere in the area during the holiday season. The decorations are 8' artificial garlands with lanterns that will hang on 12 metal light poles along 15th Ave. NE. T.C.I. Cablevision has agreed to hang the decorations on the poles. The decorations will be installed the third week of November and will be removed the first week of January 2000.

Volunteers will plan and coordinate a holiday celebration on December 4 to include a tree-lighting, music and refreshments. The Shoreline Water Department is providing the installation and power costs of the lighted tree for the season.

Neighborhood volunteers want the holiday celebration to become an annual event and believe it will provide greater visibility to the business district and to the North City Neighborhood Association.

Project Budget		**Project Match**	
Decorations $350 x 12	$4,200	Shoreline Water Dept.(lighted tree)	$ 3,340
Storage System	409	No. City Bus. Assoc. (light bill, refreshments)	400
Freight	391	Volunteers(event planning, decorating)	1,000
		TCI Cablevision (hanging decorations)	500
TOTAL	**$5,000 (includes tax)**	**TOTAL MATCH**	**$ 5,240**

RECOMMENDATION

Staff recommends authorization of $5,000 in 1999 Mini-Grant funds for the North City Neighborhood Association to purchase holiday decorations and a decoration storage system.

ATTACHMENTS

Attachment A: Decoration Description and photo
Attachment B: Storage System Description and graphic

TRADITIONAL DECORATIONS
FOR
SHORELINE, WASHINGTON

All of Display Sales traditional garland is modeled from trees found in the great north woods. Canadian spruce, pine bough and Canadian fir are used because of their look. The garlands are made of material that is UV ray resistant and are attached to heavy duty steel frames.

They are realistic, full bodied and have a deep, lush, forest green color so that they are attractive during the day and enhanced at night with professional lighting. The pine garlands with silver give the effect of "ice crystals".

Having gained an understanding of your specific objectives and goals, the following options are for your review. You may accept these suggestions as a whole or we'll modify the proposal as needed.

☆ 12 - 8' Classic Pine Bough Natural Ice
- with red or white lantern @ $350.00/each $4,200.00

Sub-total $4,200.00
Freight $360.00
Total $4,560.00

☆ Storage System for Decorations
- Starter Set - 1 centerpiece or gate and 2 end stands with bases $257.00
- Add-on Set - 1 gate and 1 end stand with base $152.00

Sub-total $409.00
Freight $31.00
Total $440.00

YOUR PROGRAM INCLUDES:

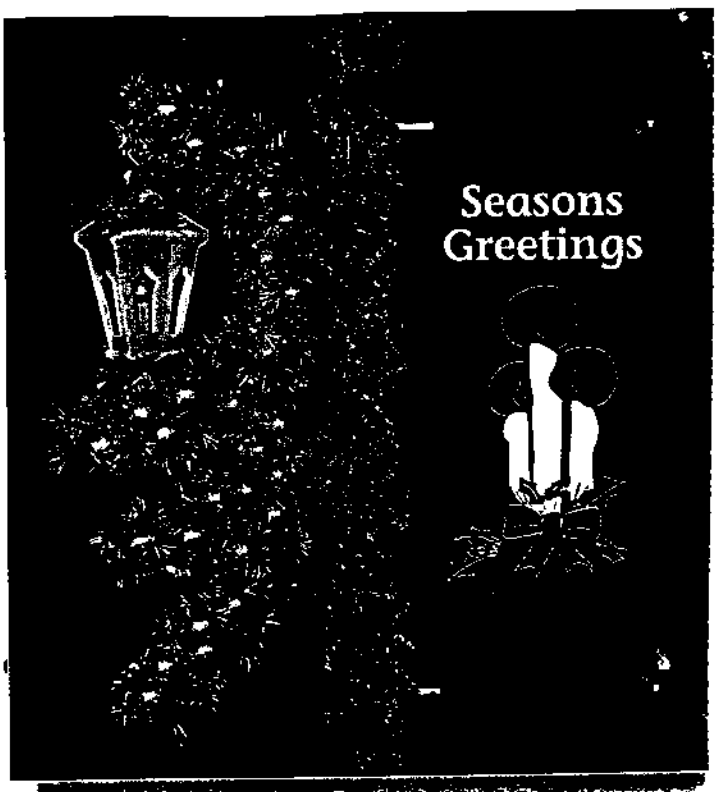
- 6-3 100% Season Holiday Decorations Warranty
- All Mounting Hardware for Pole Units
- Illustrated Installation Instructions
- Product "Care" Instructions
- References
- 33 Years of Decorating Expertise
- Toll-Free Customer Service

TERMS:

- Purchase Order
- Balance due Net 10 days

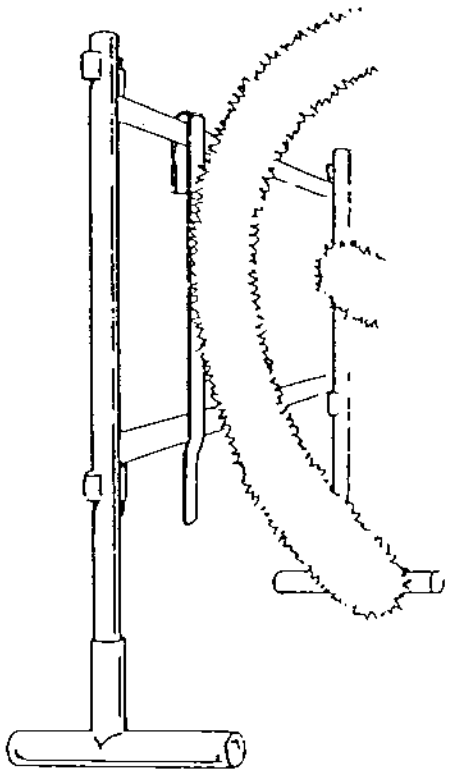
6/11/99
9WA147SH.MKP

An Employee Owned



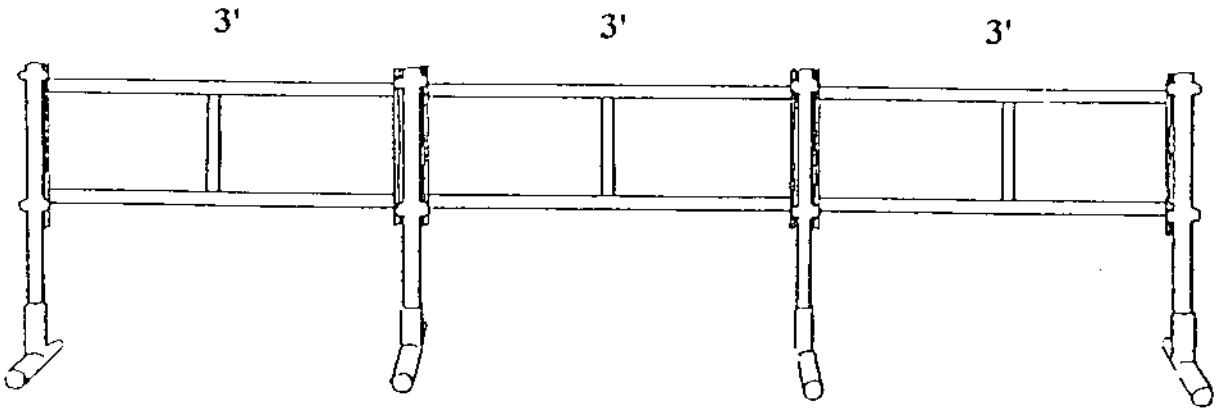
8' Classic Pine Bough and Lantern

Your Storage System



* Easy storage of decorations.
* Minimum lamp breakage.
* Reduced maintenance costs.
* Increased life expectancy.

1. Decorations go on both sides for maximum use.
   * 8-10 garland units
   * 14-18 silhouette units
2. When loaded with decorations 3' long and 8'-10' wide



DISPLAY SALES
9910 WEST 74TH STREET
EDEN PRAIRIE, MN 55344
1.800.328.6195

Council Meeting Date: August 23, 1999 **Agenda Item: 7(g)**

CITY COUNCIL AGENDA ITEM

CITY OF SHORELINE, WASHINGTON

AGENDA TITLE:	Approval of Echo Lake Neighborhood Mini-Grant for $2,100
DEPARTMENT:	Community/Government Relations
PRESENTED BY:	Ellen Broeske, Neighborhoods Coordinator Joyce Nichols, C/GR Manager

EXECUTIVE / COUNCIL SUMMARY

The Echo Lake Neighborhood is requesting $2,100 in 1999 Mini-Grant funds to purchase and install two picnic tables and three benches at Echo Lake Park. Neighborhood volunteers, under supervision from the Shoreline Parks, Recreation and Cultural Services staff, will excavate for concrete slabs, build forms, mix, pour and finish cement to secure the equipment.

The benches and tables to be purchased are vinyl coated steel, selected for their durability and water resistance (See Attachment A). The furniture an site locations were selected in consultation with and approval from the Shoreline Parks Superintendent (See Attachment B).

The selected picnic tables are eight feet long and will be installed in the area immediately east of the bathing beach. The benches are six feet long and will be placed on the bank above the bathing beach, allowing good visibility of the lake and enhancing the ability to monitor children in and near the water.

The Echo Lake Neighborhood is requesting $2,100 for this project. The neighborhood has established matching funds in the amount of $2,110 in donated labor for a total project value of $4,210.

Your Council approved a total of $2,900 in 1998 Mini-Grant funds for neighborhood identification signs and sanding at Echo Lake Beach in 1998. Both those projects have been successfully completed.

RECOMMENDATION

Staff recommends authorization of $2,100 in 1999 Mini-Grant funds for the Echo Lake Neighborhood Association to purchase picnic tables and benches for Echo Lake Park.

Approved By: City Manager JB City Attorney N/A

BACKGROUND / ANALYSIS

Resolution No. 54 established the Neighborhoods Mini-Grant Program, with the process and administration of the funds to be handled by the Office of Neighborhoods. The allocation of the total funds available is determined from year to year by appropriation of the City Council. All such grants to individual neighborhood associations are governed by rules approved by the City Council on October 7, 1996 and amended on November 23, 1998. Grants must be approved by your Council prior to their implementation.

The revised guidelines require that Mini-Grant funds be applied for and expended within the same budget year and establish an application deadline of June 30th. The Shoreline Council of Neighborhoods reviewed these guidelines prior to City Council approval.

Mini-Grants provide equal grants of up to $5,000 to each of the active, organized, qualifying neighborhood associations in the City of Shoreline. Neighborhood associations are required to match Mini-Grant funds. A match may be generated from co-sponsoring groups, businesses, organizations, schools, media, in-kind donations and/or "sweat equity."

Mini-Grant project categories include the following:

- Projects that create or enhance a tangible improvement in the neighborhood;
- Projects that disseminate information and increase awareness of the goals and mission of the neighborhood association to the neighborhood community;
- Projects that directly benefit a public agency or organization and its immediate neighborhood, and that require the active involvement of both the public agency and members of the neighborhood in planning and carrying out the program.

The Echo Lake Neighborhood Association has previously made improvements to its neighborhood using Mini-Grant funds to add neighborhood identification signs and sand at the Echo Lake Park beach. Their neighborhood was the first to receive funds for neighborhood signage and assisted the City in developing policies to initiate and guide the Neighborhood Identification Sign program.

Current Proposal:

The Echo Lake Neighborhood Association proposal qualifies as a neighborhood improvement project in that it enhances the value of the Echo Lake Park for passive recreational uses such as picnicking, supervising children while using the beach, and enjoying the Park surroundings. The project will add two picnic tables and three benches at pre-determined locations in the Park.

Neighborhood volunteers will provide the labor to excavate for concrete slabs, build forms, mix, pour and finish cement to install the tables and benches. Twelve community members have committed to a total of 211 hours to complete the project. Installation will be completed under supervision from Park's staff and all equipment and sites selected have been reviewed and approved by the Parks Superintendent.

Project Budget		**Project Match**	
Picnic tables $429 x 2	858	Excavate, build forms	
Benches $219 x 3	657	and pour concrete slabs	
Freight	300		
2x4 Form materials	24		
Concrete mix (15 bags)	36		
Tax	161		
Contingency	64	211 hours x $10/hr	$2110
TOTAL	**$2,100**	**TOTAL MATCH**	**$2,110**

RECOMMENDATION

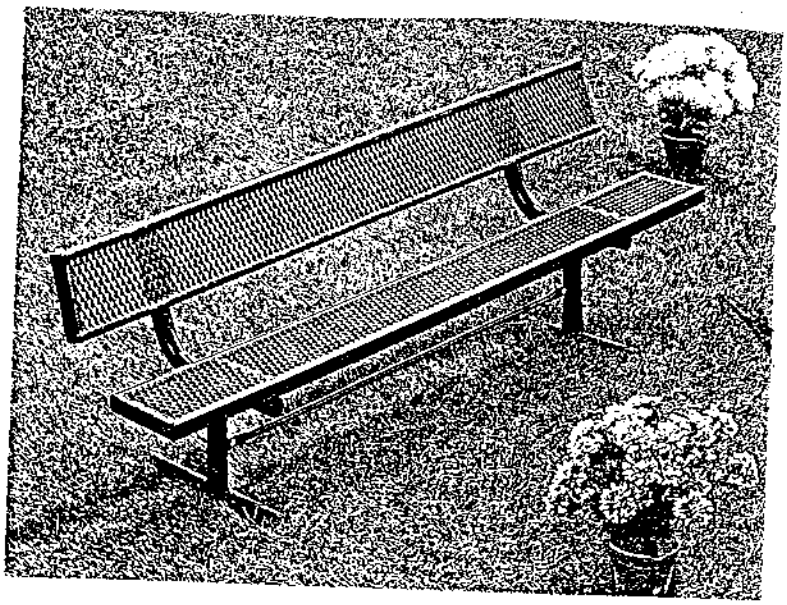
Staff recommends authorization of $2,100 in 1999 Mini-Grant funds for the Echo Lake Neighborhood Association to purchase picnic tables and benches for Echo Lake Park.

ATTACHMENTS

Attachment A: Photo of selected picnic tables and benches
Attachment B: Letter of Endorsement from Parks Superintendent

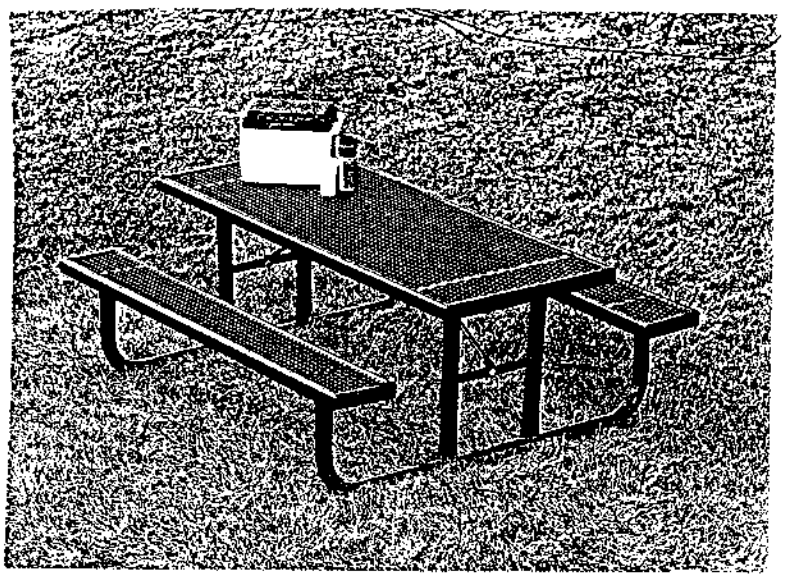
DISCOVER DURABILITY

VINYL COATED STEEL FURNITURE — Developed years ago for agricultural use, the recent introduction of plastisol coated expanded steel to site furnishings has created a dynamic impact. Plastisol vinyl coating is a material so tough, it's used to coat salt water buoys. Users everywhere are amazed at the durability of this furniture. See page 39 to learn more about this great product.



PARK BENCH			WITHOUT BACK		
Stationary		Portable	Stationary		Portable
#16-160	6′	#16-162	#16-164	6′	#16-167
#16-161	8′ (shown)	#16-163	#16-165	8′	#16-158
			#16-166	10′	#16-169

NATURAL STRUCTURES FAX 503-625-6664



#76-106 PORTABLE PICNIC TABLE (shown) will give years of summer enjoyment to one and all. Available in four popular lengths.

See our price list for all models and styles available.

CITY OF SHORELINE

6/28/99

Dear Office of Neighborhoods:

Recently, the City of Shoreline Parks Department had the opportunity to work with the Echo Lake Neighborhood Association. The Association would like to use City mini-grant funds to purchase benches. These amenities would be installed at Echo Lake Park. Staff has worked closely with the Association in the selection and site location of these amenities.

Staff truly appreciates Echo Lake Neighborhood Association's hard work and their efforts are fully endorsed by the Park Maintenance Department.

Please do not hesitate to contact me with any questions.

Thank you,

Kirk Peterson

Kirk Peterson

Parks Superintendent

Council Meeting Date: August 23, 1999 **Agenda Item: 7(h)**

CITY COUNCIL AGENDA ITEM

CITY OF SHORELINE, WASHINGTON

AGENDA TITLE:	Approval of Parkwood Neighborhood Mini-Grant for $2,500
DEPARTMENT:	Community/Government Relations
PRESENTED BY:	Ellen Broeske, Neighborhoods Coordinator Joyce Nichols, C/GR Manager

EXECUTIVE / COUNCIL SUMMARY

The Parkwood Neighborhood is requesting $2,500 in 1999 Mini-Grant funds to purchase three benches and five trash receptacles for Twin Ponds Park. Neighborhood volunteers, under supervision from the Shoreline Parks, Recreation and Cultural Services staff, will do site preparation, bench and trash receptacle assembly and installation, and provide ongoing trash pick-up at the Park. This project represents a continuation of the work that the Parkwood Neighborhood Association has been doing at Twin Ponds Park, most recently planting trees and shrubs in the area west of the tennis courts. That project was also funded by a 1999 Neighborhood Mini-Grant. The Parkwood Neighborhood's proposed plan has been reviewed and approved by the Park Superintendent and Director of the Shoreline Department of Parks, Recreation & Cultural Services.

The benches to be purchased are eight feet long, made of contoured pine and mounted on a steel base in concrete. The trash receptacles are made of redwood slats and each holds a 32-gallon trash can. The receptacle is stationary with a steel base and mounted in-ground (See Attachment A). Locations for each of the items were discussed and approved by the Parks Superintendent.

The Parkwood Neighborhood Association is requesting $2,500 in 1999 Mini-Grant funds for this project. The Neighborhood Association has established matching funds in the amount of $2,540 in donated labor for a total project cost of approximately $5,040.

Your Council approved $1,200 in 1999 Mini-Grant funds on March 22,1999 for the purchase of trees and shrubs for Twin Ponds Park. That project is nearly complete, with one additional planting party planned this fall. The Neighborhood Association also received $1,300 in 1998 Mini-Grant funds to install neighborhood identification signs. That project has been successfully completed.

RECOMMENDATION

Staff recommends authorization of $2,500 in 1999 Mini-Grant funds for the Parkwood Neighborhood to purchase benches and trash receptacles for Twin Ponds Park.

Approved By: City Manager LB City Attorney N/A

BACKGROUND / ANALYSIS

Resolution No. 54 established the Neighborhoods Mini-Grant Program, with the process and administration of the funds to be handled by the Office of Neighborhoods. The allocation of the total funds available is determined from year to year by appropriation of the City Council. All such grants to individual neighborhood associations are governed by rules approved by the City Council on October 7, 1996 and amended on November 23, 1998. Grants must be approved by your Council prior to their implementation.

The revised guidelines require that Mini-Grant funds be applied for and expended within the same budget year and establish an application deadline of June 30th. The Shoreline Council of Neighborhoods reviewed these guidelines prior to City Council approval.

Mini-Grants provide equal grants of up to $5,000 to each of the active, organized, qualifying neighborhood associations in the City of Shoreline. Neighborhood associations are required to match Mini-Grant funds. A match may be generated from co-sponsoring groups, businesses, organizations, schools, media, in-kind donations and/or "sweat equity."

Mini-Grant project categories include the following:

- Projects that create or enhance a tangible improvement in the neighborhood;
- Projects that disseminate information and increase awareness of the goals and mission of the neighborhood association to the neighborhood community;
- Projects that directly benefit a public agency or organization and its immediate neighborhood, and that require the active involvement of both the public agency and members of the neighborhood in planning and carrying out the program.

Neighbors of the Twin Ponds Park have an extensive history of park improvements through donated labor and materials that began with north Seattle resident, John Dixon, in 1990. Mr. Dixon is a horticulturist who has donated many hours at the park, clearing undergrowth, planting trees and shrubs, removing trash and debris and generally enhancing the aesthetic value of Twin Ponds. Neighbors active in the Parkwood Neighborhood Association jointed Mr. Dixon in his efforts in the summer of 1997, and obtained a neighborhood Mini-Grant in March, 1999. Work on that project is nearly complete, with some additional plantings that will be added in fall.

Current Proposal:

The Parkwood Neighborhood Association proposal qualifies as a neighborhood improvement project in that it enhances the value of Twin Ponds Park for passive recreational use. The project will add three benches and five trash receptacles at pre-determined locations at the Park.

Volunteers will assist with site preparation, bench and trash receptacle assembly and installation and will monitor the park monthly to ensure the benches and receptacles are maintained in good condition. At the completion of the equipment installation a

neighborhood celebration will be hosted by the Neighborhood Association to highlight the improvements to the Park.

Installation will be completed under supervision from Parks staff and all equipment and sites selected have been reviewed and approved by the Parks Superintendent.

Project Budget		**Project Match**		
3 Benches x $267	$ 801	Grant Preparation	30 x $10	$ 300
Cement $60 x 3	180	Preparation & installation	196 x $10	1,960
Trash receptacles 5x$265	1,325	Event planning & event	4 x $10	40
Cement $30 x 5	150			
Contingency	44	Park monitoring	24 x $10	240
TOTAL	**$2,500**			**$2,540**

RECOMMENDATION

Staff recommends authorization of $2,500 in 1999 Mini-Grant funds for the Parkwood Neighborhood to purchase benches and trash receptacles for Twin Ponds Park.

ATTACHMENTS

Attachment A: Photo of Benches and Trash Receptacles to be installed
Attachment B: Letter of Endorsement from Parks Superintendent

DECORATIVE BENCHES

ONTOUR Bench - is designed for indoor or outdoor use. The contoured supports are 3/8" x 4" rolled steel that is formed to shape a smooth comfortable seat and backrest. The steel leg consists of a 3 1/2" square support tube welded to an arched 3/8" x 4" formed steel base. The entire frame is coated black for long life and good appearance. This frame is specifically designed so it can be fitted with 2" x 4", 3" x 4", or 4" x 4" slats of your choice. Slats may be clear all-heart Redwood, C & Better Douglas Fir, CCA treated No. 1 Southern Yellow Pine or Recycled Plastic.

B2	Frame Only	70 lbs.	$145.00
CB2SYP	6' Frame w/ SYP Pine 2 x 4s	160 lbs.	$240.00
CB2SYP	8' Frame w/ SYP Pine 2 x 4s	196 lbs.	$267.00
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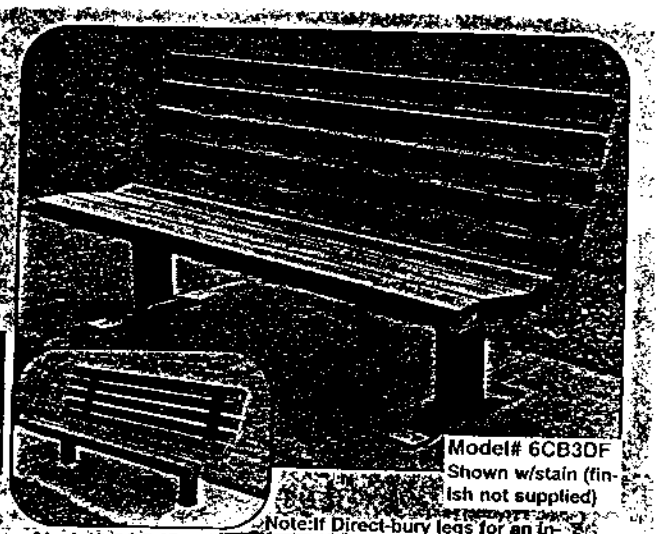
CB4RRW	8' Frame w/ Redwood 4 x 4s	205 lbs.	$885.00
CB3DF	6' Frame w/ Doug. Fir 3 x 4s	168 lbs.	$407.00
CB3DF	8' Frame w/ Doug. Fir 3 x 4s	201 lbs.	$486.00
CB4RP	6' Frame w/ Rec. Plastic 4 x 4s	350 lbs.	$559.00
CB4RP	8' Frame w/ Rec. Plastic 4 x 4s	430 lbs.	$670.00

Brown
Cedar
Gray
Recycled Plastic colors



Model# 6CB3DF
Shown w/stain (finish not supplied)

Model# 6CB4RPIG

Note: If Direct-bury legs for an in-ground mount are desired add "IG" to model number and add $25.00 to price.

(3 legs)

LITTER RECEPTACLES

132LR Series - Litter Receptacle provides an attractive holder for your 32 gal. trash [illegible] x 4" slats are available in your choice of CCA Pressure Treated Southern Yellow Pine, Clear Heart Redwood or Recycled Plastic. The steel rings are 3/16" x 1 1/2" and the base is 3/16" steel. Both are finished in in black, rust-resistant enamel. 2 3/8" O.D. galvanized post for stationary mounting is standard.

132LR	Frame Only (no slats)	35 lbs.	$64.00
132LR-SYP	w/ Southern Yellow Pine Slats	131 lbs.	$148.00
132LR-RRW	w/ Redwood Slats	96 lbs.	$260.00
132LR-RPS	w/ Recycled Plastic Slats	159 lbs.	$235.00

See cans and lids below.

(All above models shipped knocked down to reduce freight.)

Stationary, in ground mount standard. Add "P" for portable. "SM" for surface mount. Add $25.00.

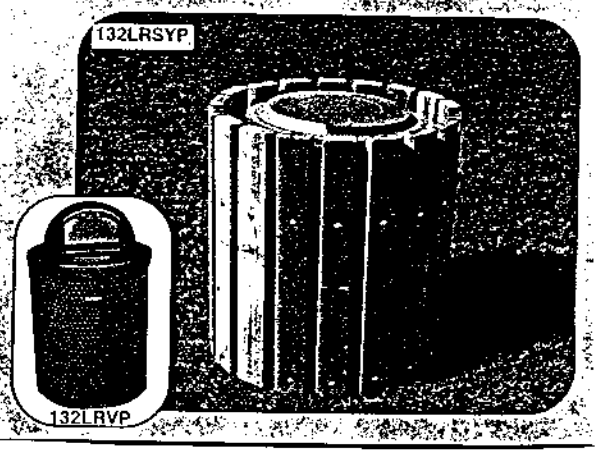
132LRVP Model is made of 3/4" No. 9 expanded metal which is coated with vinylast plastisol.

132LR-VP	Vinyl Plastisol	70 lbs.	$179.00

Free standing is standard. In-ground or surface mount $25.00 extra.)

Add "IG" to the model # for in-ground or "SM" to the model # for surface mount.

See page 2 for color choices.



CITY OF SHORELINE

RECEIVED

JUN 2 1 1998

NEIGHBORHOODS

6/21/99

Dear Office of Neighborhoods:

Recently, the City of Shoreline Parks Department had the opportunity to work with the Parkwood Neighborhood Association. The Association would like to use City mini-grant funds to purchase 3 benches and 5 garbage can. These amenities would be installed at Twin Ponds Park. Staff has worked closely with the Association in the selection and site location of these amenities.

Staff truly appreciates Parkwood Neighborhood Association's hard work and their efforts are fully endorsed by the Park Maintenance Department.

Please do not hesitate to contact me with any questions.

Thank you,

Kirk Peterson

Kirk Peterson

Parks Superintendent

Council Meeting Date: August 23, 1999 **Agenda Item: 7(i)**

CITY COUNCIL AGENDA ITEM

CITY OF SHORELINE, WASHINGTON

AGENDA TITLE:	Approval of Meridian Park Neighborhood Mini-Grant for $5,000
DEPARTMENT:	Community/Government Relations
PRESENTED BY:	Ellen Broeske, Neighborhoods Coordinator Joyce Nichols, C/GR Manager

EXECUTIVE / COUNCIL SUMMARY

The Meridian Park Neighborhood is requesting $5,000 in Mini-Grant funds to purchase plants, a bench and garbage receptacle and educational signs for the southern portion of Cromwell Park. The area selected is a wooded area that was previously overrun with weeds and blackberries and created potential security issues. Volunteers will plant a wide variety of native shrubs and create up to ten small, laminated signs to identify the plants. The Parks Superintendent has approved the proposed plantings and their locations. The bench and garbage receptacle are the same type and models proposed for use in the Parkwood Neighborhood Association's Mini-Grant. Students at the Meridian Park elementary school will also create an interpretive brochure for Cromwell Park visitors. The proposed project will result in an undeveloped part of the park becoming safer and more attractive for passive recreational use.

Donated labor for this project comes from two neighborhood-based groups that have not previously collaborated: the Meridian Park Neighborhood Association and Friends of Cromwell Park. Both groups share an interest in the Park and will work together to make these improvements. Plantings will take place this fall, minimizing the need for watering, but volunteers will water and maintain the plants as needed until they are established.

The Meridian Park Neighborhood Association is requesting $5,000 in 1999 Mini-Grant funds for this project. The Neighborhood Association has established donated time and materials valued at $5,725 for the project. Volunteers will prepare the sites, plant and maintain the shrubs, design and create the educational signs, and coordinate with Wendy Barton, a teacher at Meridian Park School, to create the brochure. Neighborhood volunteers with writing /editing and horticultural training and experience will review and edit the brochure. When the brochure is complete, it will be distributed to residents of the Meridian Park neighborhood and will be made available at the Parks Department and Shoreline Libraries. The bench and garbage receptacle will be sited to provide a view of the planted area and in consultation with the Parks Superintendent.

Your Council approved $5,000 in 1998 Mini-Grant funds for the Meridian Park Neighborhood to install neighborhood identification signs and playground equipment at the Meridian Park School. Both projects have been successfully completed.

RECOMMENDATION

Staff recommends authorization of $5,000 in 1999 Mini-Grant funds for the Meridian Park Neighborhood to purchase plants, interpretive signs, a bench and a garbage receptacle, and to create a native plant brochure for Cromwell Park.

Approved By: City Manager City Attorney

BACKGROUND / ANALYSIS

Resolution No. 54 established the Neighborhoods Mini-Grant Program, with the process and administration of the funds to be handled by the Office of Neighborhoods. The allocation of the total funds available is determined from year to year by appropriation of the City Council. All such grants to individual neighborhood associations are governed by rules approved by the City Council on October 7, 1996 and amended on November 23, 1998. Grants must be approved by your Council prior to their implementation.

The revised guidelines require that Mini-Grant funds be applied for and expended within the same budget year and establish an application deadline of June 30th. The Shoreline Council of Neighborhoods reviewed these guidelines prior to City Council approval.

Mini-Grants provide equal grants of up to $5,000 to each of the active, organized, qualifying neighborhood associations in the City of Shoreline. Neighborhood associations are required to match Mini-Grant funds. A match may be generated from co-sponsoring groups, businesses, organizations, schools, media, in-kind donations and/or "sweat equity."

Mini-Grant project categories include the following:

- Projects that create or enhance a tangible improvement in the neighborhood;
- Projects that disseminate information and increase awareness of the goals and mission of the neighborhood association to the neighborhood community;
- Projects that directly benefit a public agency or organization and its immediate neighborhood, and that require the active involvement of both the public agency and members of the neighborhood in planning and carrying out the program.

The Meridian Park Neighborhood Association has previously made neighborhood improvements and has increased awareness of the neighborhood association using Mini-Grant funds to add playground equipment at two sites at Meridian Park School and to install neighborhood identification signs.

Current Proposal:

The Meridian Park Neighborhood Association proposal qualifies as a neighborhood improvement project in that it enhances the value of Cromwell Park for passive recreational use. It also increases awareness of the neighborhood association by involving students at Meridian Park School and members of the Friends of Cromwell Park in the volunteer labor for the project. Overall the project encourages neighborhood pride and creates new cooperative relationships among residents and across generations.

The project will result in native plants and identifying signs at the south end of Cromwell Park, a bench and garbage receptacle to encourage people to enjoy the site, and an brochure educating park users about the native plants found in the park. The bench to be purchased is eight feet long, made of contoured pine and mounted on a steel base with concrete. The garbage receptacle is made of redwood slats and holds a 32-gallon

trash can. The receptacle is stationary with a steel base and mounted in-ground (See Attachment A).

Match for the project is provided through a combination of donated services and materials. Volunteers will coordinate the project working closely with the Shoreline Parks Superintendent, creating a planting plan, preparing sites, planting and maintaining the area, creating signs and editing the brochure created by Meridian Park students. The neighborhood also anticipates donations from a variety of sources including the Washington Native Plant Society, King County salvage nursery, residents and local nurseries.

Selection of plants, bench and garbage receptacle and siting for these items have been reviewed and approved by the Parks Superintendent.

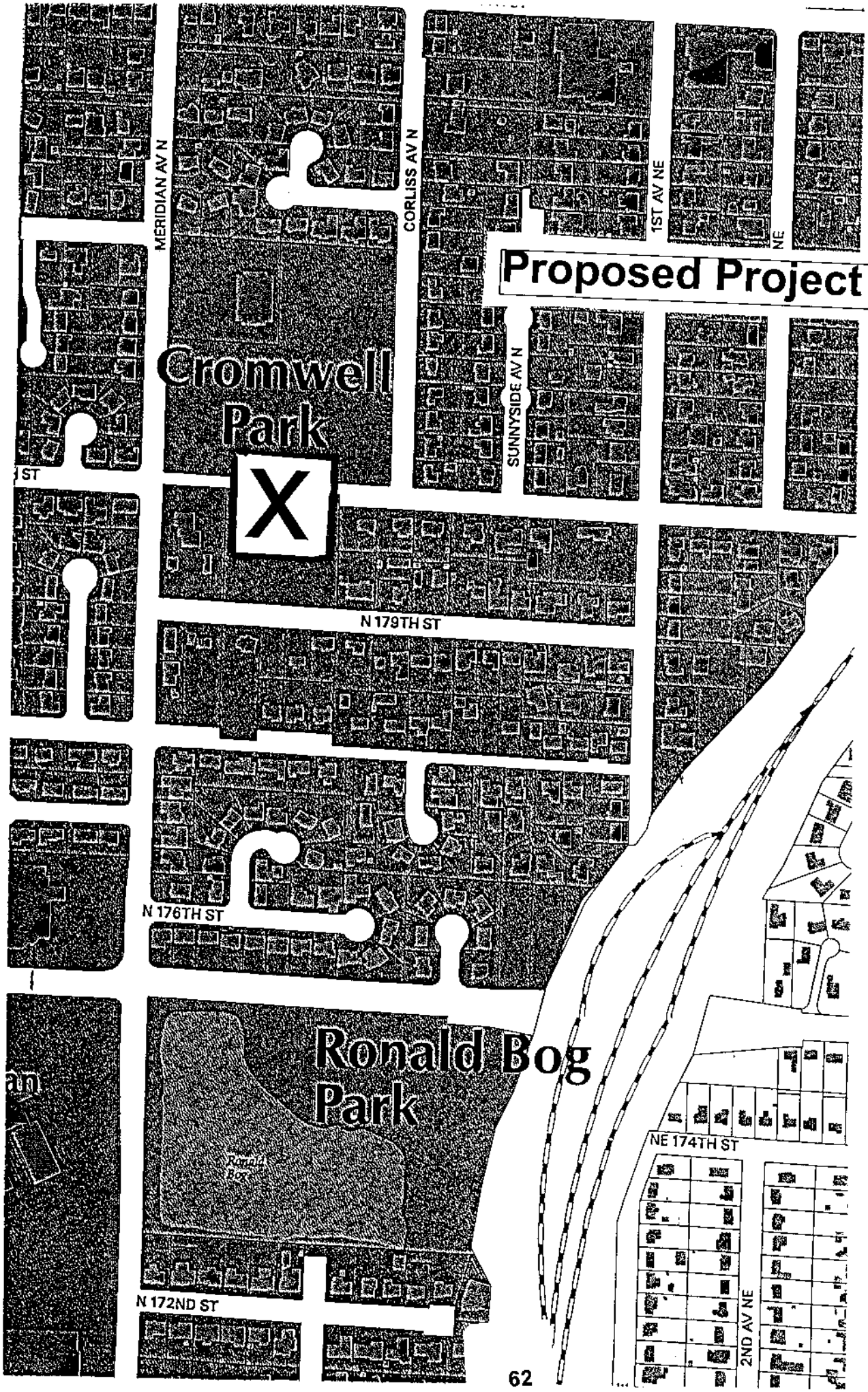
Project Budget		**Project Match**	
1 Bench	300	Donated Labor: Create planting	
1 Garbage Receptacle	260	plan, secure plants, remove blackberries	
Tax on bench & receptacle	45	as needed, site preparation, plant shrubs,	
Concrete for bench & receptacle	90	create, print and disseminate brochure	
Plants	$3,160		
Printing/copying	500		
Postage	300	400 hours x $10/hr.	$4,000
Sign Materials	300		
Miscellaneous supplies	45	Donated Plants:	$1,000
TOTAL	**$ 5,000**	**TOTAL MATCH**	**$5,000**

RECOMMENDATION

Staff recommends authorization of $5,000 in 1999 Mini-Grant funds for the Meridian Park Neighborhood to purchase plants, interpretive signs, a bench and a garbage receptacle, and to create a native plant brochure for Cromwell Park.

ATTACHMENTS

Attachment A: Site map with Proposed Project Location
Attachment B: Photo of selected bench and garbage receptacle
Attachment C: Letter of approval from Parks Superintendent


Proposed Project Location
Cromwell Park
X
MERIDIAN AV N
CORLISS AV N
SUNNYSIDE AV N
1ST AV NE
N 179TH ST
N 176TH ST
Ronald Bog Park
Ronald Bog
N 172ND ST
NE 174TH ST
2ND AV NE

DECORATIVE BENCHES

ONTOUR Bench - is designed for indoor or outdoor use. The contoured supports are 3/8" x 4" rolled steel that is formed to shape a smooth comfortable seat and backrest. The steel leg consists of a 3 1/2" square support tube welded to an arched 3/8" x 4" formed steel base. The entire frame is coated black for long life and good appearance. This frame is specifically designed so it can be fitted with 2" x 4", 3" x 4", or 4" x 4", slats of your choice. Slats may be clear all-heart Redwood, C & Better Douglas Fir, CCA treated No. 1 Southern Yellow Pine or Recycled Plastic.

B2	Frame Only	70 lbs.	$145.00	
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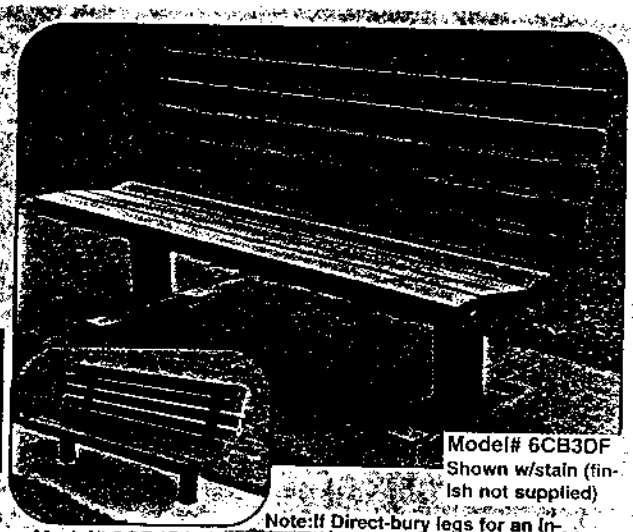
CB4RP	8' Frame w/ Rec. Plastic 4 x 4s	430 lbs.	$670.00	(3 legs)

Brown
Cedar
Gray
Recycled Plastic colors



Model# 6CB4RPIG

Model# 6CB3DF
Shown w/stain (finish not supplied)

Note: If Direct-bury legs for an in-ground mount are desired add "IG" to model number and add $25.00 to price.

LITTER RECEPTACLES

132LR Series Litter Receptacle provides an attractive holder for your 32 gal. trash bags. 2" x 4" slats are available in your choice of CCA Pressure Treated Southern Yellow Pine, Clear Heart Redwood or Recycled Plastic. The steel rings are 3/16" x 1 1/2" and the base is 3/16" steel. Both are finished in in black, rust-resistant enamel. 2 3/8" O.D. galvanized post for stationary mounting is standard.

132LR	Frame Only (no slats)	35 lbs.	$64.00	See cans and lids below.
132LR-SYP	w/ Southern Yellow Pine Slats	131 lbs.	$148.00	
132LR-RRW	w/ Redwood Slats	96 lbs.	$260.00	
132LR-RPS	w/ Recycled Plastic Slats	159 lbs.	$235.00	

(All above models shipped knocked down to reduce freight.)

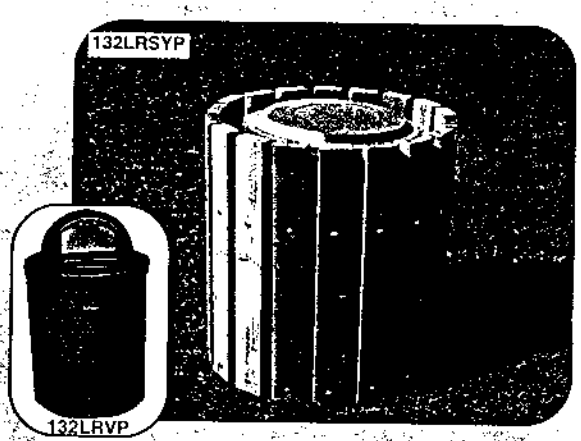
Stationary, in ground mount standard. Add "P" for portable. "SM" for surface mount. Add $25.00.

132LRVP Model is made of 3/4" No. 9 expanded metal which is coated with vinylast plastisol.

132LR-VP	Vinyl Plastisol	70 lbs.	$179.00	See page 2 for color choices.

(Free standing is standard. In-ground or surface mount $25.00 extra.)

Add "IG" to the model # for in-ground or "SM" to the model # for surface mount.



CITY OF SHORELINE

7/28/99

Dear Office of Neighborhoods:

The City of Shoreline Parks Department had the opportunity to Review Meridian Park Neighborhood Association's mini-grant proposal for park improvements at Cromwell Park. The plants and amenities proposed by the association would be a valuable contribution to the park.

Staff appreciates Meridian Park Neighborhood Association's hard work and the Park Maintenance Department endorses their efforts.

Please do not hesitate to contact me with any questions.

Thank you,

Kirk Peterson

Parks Superintendent

Council Meeting Date: August 23, 1999 **Agenda Item:** 7(j)

CITY COUNCIL AGENDA ITEM

CITY OF SHORELINE, WASHINGTON

AGENDA TITLE:	Approval of Ordinance No. 205 for Interim Comprehensive Plan Amendment and Zoning Correction for Three Parcels in the A-2 Annexation
DEPARTMENT:	Planning and Development Services
PRESENTED BY:	Tim Stewart, PADS Director R.K. for T.S. Allan Johnson, Planner II A.J.

EXECUTIVE / COUNCIL SUMMARY

During the census of the A-2 annexation area, staff discovered a discrepancy between the legal description for the A-2 annexation and the map base used by the City to depict zoning and Comprehensive Plan land use designations for the area.

This discrepancy resulted in three parcels (located in the southwest portion of the annexation just north of 195th Place), that were included in the legal description of the annexation, being excluded from graphic depictions including zoning and land use maps. As a result, the zoning designations, which were adopted by a graphic exhibit, were not adopted for these three parcels. In addition, these parcels were not depicted in the Comprehensive Plan land use map and do not have land use designations.

In order to establish zoning and land use designations for these parcels, your Council must specifically establish these provisions. Ordinance No. 205 (Attachment A) would specify zoning and land use designations for these three parcels. Proposed Comprehensive Plan land use designations correspond to designations used for neighboring properties with similar zoning (Attachment B). Proposed zoning designations are the same as the King County designations (Attachment C). This action is consistent with the approach used to designate zoning for the other parcels within the A-2 annexation and land use designations would be consistent with adjacent properties with similar zoning.

Ordinance No. 205 contains a declaration of emergency clause to ensure that these provisions would provide immediate resolution to this discrepancy and ensure guidance for land use and development on these parcels. An emergency ordinance of this type goes into effect immediately upon passage instead of after five days as with normal ordinance approval. These amendments will remain in effect until adoption of permanent amendments but not longer than six months.

RECOMMENDATION

Staff recommends your Council approved 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. This ordinance would be effective immediately upon adoption through a declaration of emergency.

Approved By: City Manager LB City Attorney

SHORELINE

EXHIBIT A

City of Shoreline GIS Dataset, Data Base, Surface, Lookup, Contour data copyrighted by City of Seattle, 1998. All rights reserved.

No warranties of any sort, including accuracy, fitness, or merchantability, accompany this product.

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August 5, 1999

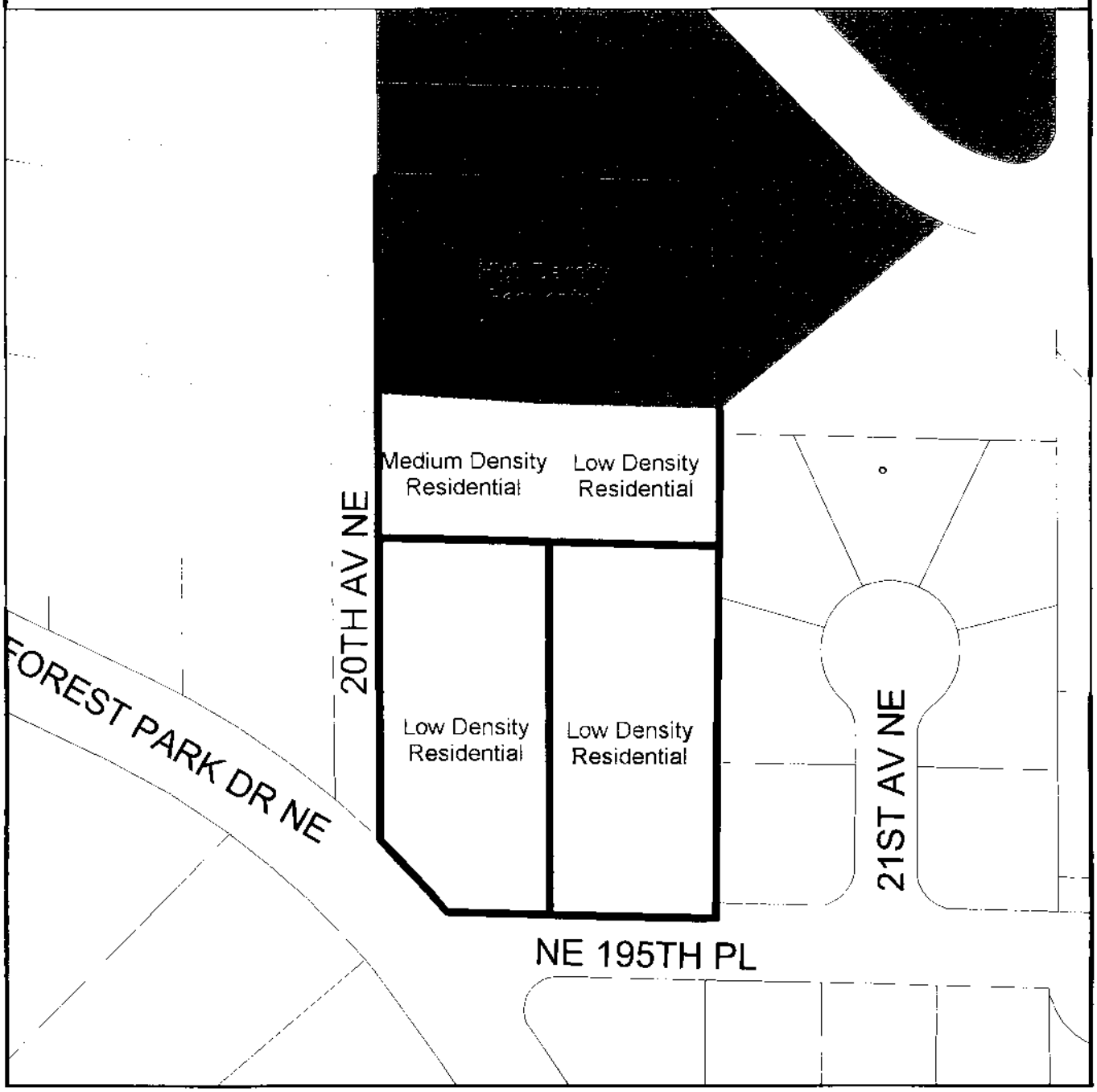
Comprehensive Plan Designation

N

1 Inch = 100 Feet

0 50 100 150 Feet

Parcel Comprehensive Plan Information
Parcel Boundary
Comprehensive Plan Designation
High Density Residential
Medium Density Residential
Low Density Residential



SHORELINE

EXHIBIT B

City of Shoreline GIS Technical Center. Some data, including contours, may be copyrighted by City of Seattle, 1997. All rights reserved.

No warranties of any sort, including accuracy, fitness, or merchantability, accompany this product.

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August 5, 1999

Zoning

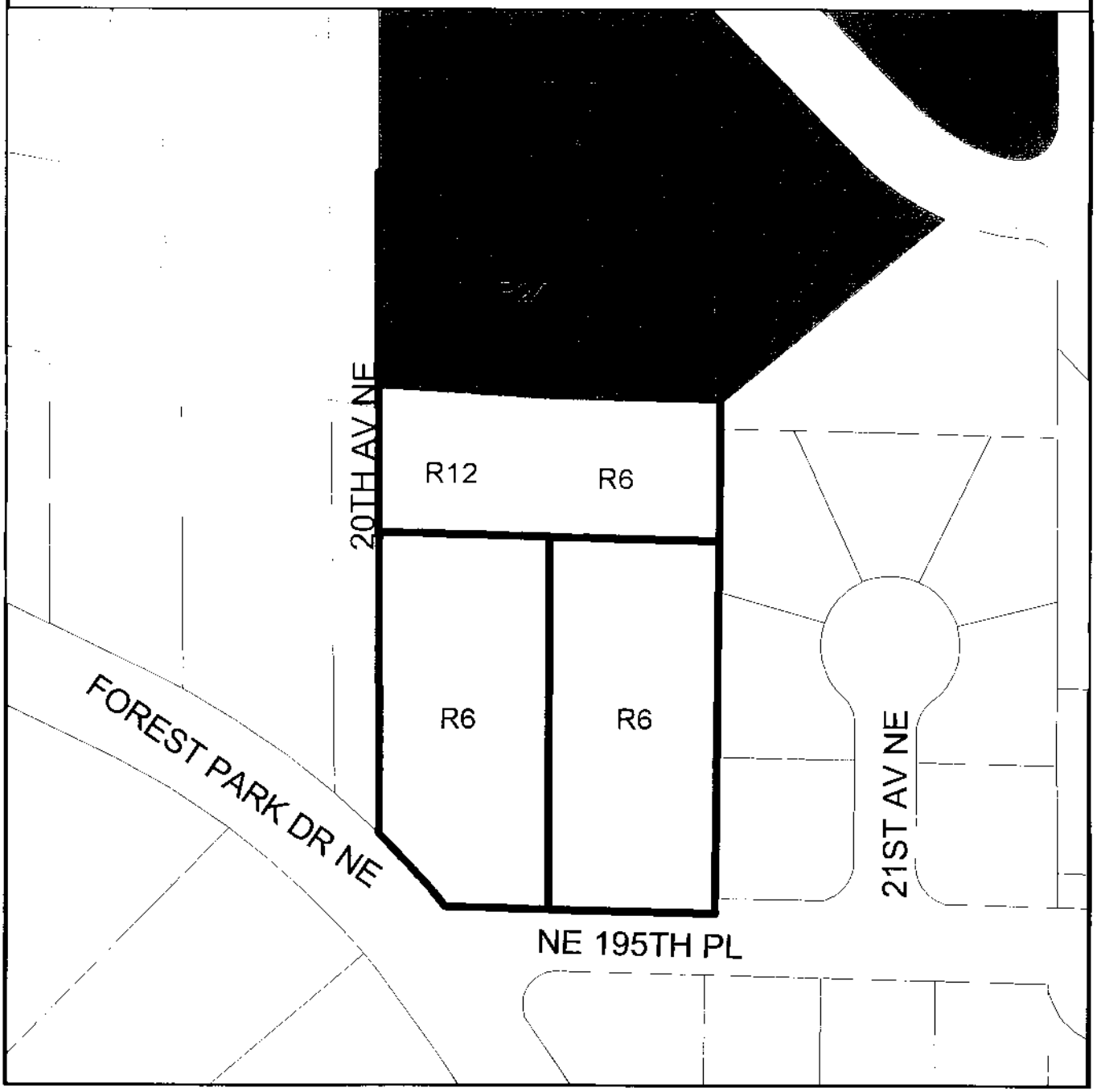
N

1 Inch = 100 Feet

0 50 100 150 Feet

Zoning Designation
- *R-6; Residential, 6 units/acre*
- *R-12; Residential, 12 units/acre*
- *R-18; Residential, 18 units/acre*
- *R-24; Residential, 24 units/acre*

Parcel Zoning Information
Parcel Boundary



Council Meeting Date: August 23, 1999 **Agenda Item: 7(k)**

CITY COUNCIL AGENDA ITEM

CITY OF SHORELINE, WASHINGTON

AGENDA TITLE:	**Approval of Ordinance No. 206 Creating a Budget Amendment for the 1999 Curb Ramp Program and 25th Avenue NE Pedestrian Improvement Project**
DEPARTMENT:	**Public Works**
PRESENTED BY:	**Michael A. Gillespie, City Engineer** MG **Kristen Stouffer-Overleese, Project Engineer** KSO

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 Curb Ramp Program and the 25th Avenue NE Pedestrian Improvements.

The goal of the Curb Ramp Program is to increase accessibility to the community by installing curb ramps, audible alerts, wheelchair loops, and wheelchair pads (at bus stops) to Americans with Disabilities Act (ADA) standards. The 25th Avenue NE Pedestrian Improvements will construct two missing segments of sidewalk along the west side of 25th Avenue NE between 150th Street NE and 153rd Street NE and then along the Hamlin Park parking lot on 25th Ave NE (approximately 158th Street to 160th Street).

Staff is returning to your Council at this time because the City expects to receive additional funds for the Curb Ramp Program, and the 25th Avenue Pedestrian Improvements construction estimate is greater than the adopted CIP budget.

Curb Ramp Program

On May 10, 1999, your Council authorized a budget amendment (Ordinance 196) to increase the curb ramp program expenditure authority to $204,000 as the City received additional funds for the Curb Ramp Program. The additional funds were from the Community Development Block Grant (CDBG) program and King County who was awarded Federal Transit Administration (FTA) funds to be transferred to the City of Shoreline for curb ramp and bus pad construction.

Staff is returning to your Council at this time because we were notified (July 1999) by King County CDBG consortium administrators that an additional $20,000 is expected to be available for the City's 1999 Curb Ramp Program. On September 28, 1998, your Council approved the mechanism to allocate returned CDBG funds. At this time, the Center for Human Services (CHS) is expected to return approximately $20,000 in

unused CDBG capital funding. The Council's approved contingency mechanism forwards the returned capital funds to the City's Curb Ramp program.

As funds were not fully utilized in 1998, it is also necessary to secure expenditure authority for CDBG funds ($54,464) that carried forward from 1998 to 1999. At this time, staff requests that your Council increase the expenditure authority in the 1999 Curb Ramp Program from $204,000 to $278,464 by adopting Ordinance No. 206 (Attachment A).

Table I. Curb Ramp Program Revenue and Expenditure

REVENUES	May 10, 1999 Budget Amendment: **Ordinance 196**	August 23, 1999 Budget Amendment: **Ordinance 206**
CDBG Funds for Curb Ramps Program	$111,000	$185,464*
Federal Grant for Curb Ramp Program	$ 80,440	$ 80,440
County Match for Curb Ramp Program	$ 6,280	$ 6,280
Total Revenue	**$ 197,720**	**$272,184**
EXPENDITURES		
CDBG Funds for Curb Ramps Program	$111,000	$185,464
Federal Grant for Curb Ramp Program	$ 80,440	$ 80,440
County Match for Curb Ramp Program	$ 6,280	$ 6,280
City Match for Curb Ramp Program	$ 6,280	$ 6,280
Total Expenditures	**$204,000**	**$278,464**

**Includes $20,000 in unused CDBG funds plus $54,464 in funds carried forward from 1998.*

Staff will return to your Council at a later date to award the contract for construction of the 1999 Curb Ramp Program. Staff will follow the City's competitive bid process for contractor selection.

25th Avenue NE Pedestrian Improvement Project

The 25th Ave NE Pedestrian Improvement Project was part of the Capital Improvement Program (CIP) adopted by Council on November 9, 1998. The City has received a Transportation Improvement Board (TIB) grant for 80% (maximum of $89,600) for project completion.

The estimated project cost at CIP adoption was $112,000. It was expected that design work for this project would be completed in 1998 ($15,000) and that construction would be completed in 1999 ($97,000). However, due to staff levels, the design work for this project was not completed in 1998. Design began in 1999 ($16,988) and the construction estimate for this project with 90% design completion is $121,914. At this

time, the total project cost estimate is $150,902 (including construction administration) which exceeds 1999 expenditure authority by $53,902.

Staff recommends that your Council adopt Ordinance No. 206 in Attachment A to provide $53,902 from the Roads Account to construct these Pedestrian Improvements on 25th Ave NE.

Table II: 25th Avenue NE Pedestrian Improvements Budget

	1999 Adopted CIP Budget	Current Estimate	Difference between Estimate and Budget
Design*	$ 0	$ 16,988	$ 16,988
Construction	$77,000	$101,595	$ 24,595
Construction Contingency	$ 8,000	$ 20,319	$12,319
Construction Administration	$12,000	$ 12,000	$ 0
TOTAL	**$97,000**	**$150,902**	**$53,902**

*It was estimated during the CIP process that design ($15,000) would be completed in 1998.

Staff will return to your Council at a later date to award the contract for construction of the 25th Avenue NE Pedestrian Improvements. Staff will follow the City's competitive bid process for contractor selection.

RECOMMENDATION

Staff recommends that your Council adopt Ordinance No. 206. This budget amendment would provide expenditure and revenue authority for the additional and carried-over Community Block Grant Funds as well as providing additional funds for the construction of the 25th Avenue NE Pedestrian Improvements.

Approved By: City Manager LB City Attorney

ATTACHMENTS

Attachment A: Ordinance No. 206

ORDINANCE NO. 206

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SHORELINE, WASHINGTON, AMENDING ORDINANCE NO. 184, AS AMENDED, BY INCREASING THE APPROPRIATION FROM THE ROADS CAPITAL IMPROVMENT FUND AND AUTHORIZING EXPENDITURES FOR THE CURB RAMPS PROGRAM AND 25TH AVENUE PEDESTRIAN IMPROVEMENT CAPITAL PROJECTS

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

WHEREAS, the City has included capital projects for curb ramps and pedestrian improvements along 25th Avenue NE in the 1999 Budget due to the importance of providing safe and accessible pedestrian corridors and access to public transportation for all citizens; and

WHEREAS, the City has received notification of the availability of an additional $20,000 in additional Community Development Block Grant (CDBG) funds for the City's Curb Ramp Program and the City has available an additional $54,464 in CDBG funds that were not utilized in 1998 to be used in 1999 for the City's Curb Ramps Program; and

WHEREAS, the City has a need to increase the funding available from the Roads Capital Improvement Fund by $53,902 to complete the 25th Avenue NE Pedestrian Improvement Project due to higher than anticipated design and construction costs; and

WHEREAS, the City of Shoreline is required by RCW 35A.33.075 to include all revenues and expenditures for each fund in the adopted budget;

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

Section 1. Amending Section 2 of Ordinance No. 184. The City hereby amends Section 2. of Ordinance No. 184, the 1999 Annual Budget, by increasing the appropriation from the Roads Capital Fund by $74,464 to $8,497,645 and by increasing the Total Funds appropriation to $54,693,784 as follows:

General Fund	$22,516,106	
Development Services Fund	2,846,447	
Street Fund	3,991,121	
Arterial Street Fund	594,860	
Surface Water Mgmt. Fund	5,178,777	
General Capital Fund	7,248,574	
Roads Capital Fund	~~8,423,181~~	8,497,645
Surface Water Capital	1,092,850	
General Reserve Fund	1,583,084	
Asset Depreciation Fund	721,835	
Equipment Rental Fund	147,983	
Unemployment Fund	44,042	

Advance Travel Fund	5,460	
Agency Fund	225,000	
Total Funds	~~$ 54,619,320~~	$ 54,693,784

Section 2. Funds for Curb Ramp Program. The City Manager is hereby authorized to expend an additional sum of $74,464 for the City's Curb Ramp Program from additional funds from the Community Development Block Grant in the Roads Capital Fund for the purposes of removing barriers to access to public transportation for people with disabilities by upgrading existing bus zones and pedestrian connections.

Section 3. Funds for 25th Avenue N.E. Pedestrian Improvement Project. The City Manager is hereby authorized to expend an additional $53,902 for the design and construction of the 25th Avenue N.E. Pedestrian Improvement Project from available fund balance in the Roads Capital Fund.

Section 4. Net Impact on Roads Capital Fund. This ordinance increases the resources for the Roads Capital Fund by $74,464, increases the expenditure authority for the Roads Capital Fund by $128,366, and decreases the budgeted ending fund balance to $6,392,419 for a net decrease of $53,902.

Section 5. 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 6. 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 AUGUST ____, 1999

_____
Mayor Scott Jepsen

ATTEST:

_____
Sharon Mattioli
City Clerk

APPROVED AS TO FORM:

_____
Ian Sievers
City Attorney

Date of Publication: _____, 1999
Effective Date: _____, 1999

Council Meeting Date: August 23, 1999 **Agenda Item: 8(a)**

CITY COUNCIL AGENDA ITEM

CITY OF SHORELINE, WASHINGTON

AGENDA TITLE:	**Aurora Corridor Pre-Design Study -- Adoption of Resolution #156 to Accept the Recommendation of the Citizens Advisory Task Force and Provide Direction for the Next Steps, Including Authorization for the City Manager to Execute an Interlocal Agreement with Washington State Department of Transportation**
DEPARTMENT:	**Planning and Development Services**
PRESENTED BY:	**Tim Stewart, Director** **Kirk McKinley, Transportation Manager**

EXECUTIVE / COUNCIL SUMMARY

One of your Council's goals for 1999 is to pursue the implementation of the Aurora Corridor project. To achieve that goal, several actions have been taken: We applied for and received federal funding to undertake a Multi-Modal Pre-Design Study, your Council authorized the City Manager to enter into a contract with CH2MHill Consultants to assist in the development of the Pre-Design Study, your Council appointed an Ad Hoc Citizens Advisory Task Force (CATF) on October 26, 1998, the CATF met 14 times, and the CATF actively sought input from the community (including three Open Houses. Your Council has received several briefings on the project at key stages, and the CATF has presented your Council with it's recommendations on the design and implementation of the project.

The intent of this item is to bring closure to the Aurora Corridor Multi-Modal Pre-Design Study in order to move ahead with the next steps of implementation. Tonight, your Council will be requested to take action on the following:

- Adopt Council Resolution #156 (Attachment A)
- Select a section of the corridor for first phase construction. Staff is recommending the first phase fall within the 145th to 165th area (the exact project limits depend on funding, cost, and progress with the Seattle section).
- Authorize the City Manager to execute an Interlocal Agreement with the Washington State Department of Transportation (WSDOT) in order to receive funds to move ahead with aerial mapping and environmental analysis.

Resolution #156 includes the following key items:

- It accepts the recommendations of the Citizens Advisory Task Force,
- It finds the CATF recommendation in conformance and compliant with the Comprehensive Plan,

- It directs staff to proceed with amending the CIP, and to hold a public hearing on that amendment, and
- Pursue environmental review of the recommended concept for the Aurora Corridor project.

The preferred design recommended by the CATF in our Pre-Design Study is based upon Alternative 2, the People Mover Alternative. The key features of this alternative include:

- the addition of business access transit lanes on the outside of the roadway;
- curbs, gutters, landscaping/street furnishing strip, and 12 foot sidewalks on both sides (of which four feet is a landscaping, street furnishing strip);
- the creation of a landscaped center median safety lane with left and u-turn provisions at least every 800 – 1,000 feet;
- four new signalized intersections and four new pedestrian activated signalized crossings.

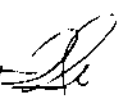
Attachment B includes more detail on the recommendation and implementation of the project.

Staff recommends that your Council's official action at this time on the design concept be to ensure that the recommendation of the CATF is consistent and compliant with the Comprehensive Plan. The most efficient vehicle for ensuring compliance and for moving forward with the environmental and preliminary engineering phases of the project, is to amend the Capital Improvement Program. Since the Capital Improvement Program is a part of the Comprehensive Plan, amending the Aurora project description within the CIP is the recommended approach. This process will allow us to keep the Aurora project moving forward. The Environmental Review for the Aurora project will be a project specific review.

There are several attachments to this staff report:
Attachment A – Resolution #156
Attachment B – Recommendation of the CATF (which was presented to you on July 19)
Attachment C – Clarification on Issues from the July 19 Council Briefing (responds to issues or questions that arose at the July 19 briefing)
Attachment D – Aurora Corridor Next Steps (outlines the next major steps in the process of implementing this project)
Attachment E – Draft Executive Summary of the Pre-Design Study (a summary piece that will be available for citizens, businesses, or others interested in the project).

RECOMMENDATION

In order to maintain progress on the Aurora Corridor, the City Council adopts Council Resolution #156 (Attachment A); recommends the 145th to 165th section of Aurora be identified as the first area to be reconstructed (the exact limits depend on final cost and funding); and authorizes the City Manager to execute an Interlocal Agreement with the Washington State Department of Transportation (WSDOT) to proceed with aerial mapping and environmental analysis.

Approved By: City Manager City Attorney 

BACKGROUND / ANALYSIS

The development of the Aurora Corridor Pre-Design Study recommendations has been an extensive and comprehensive process. Three citywide Open Houses were held, citywide newsletters were mailed to all addresses in the city, many articles were written, staff and CATF members attended over 30 neighborhood or civic group meetings, door to door outreach to businesses on the corridor was undertaken by the CATF, three targeted mailings to the businesses and property owners on the corridor occurred, and website information was maintained and updated throughout the nine month pre-design process. The culmination of this extensive process is presented for your Council action tonight.

There are several actions for your Council to consider. These are summarized below, and attachments are included to provide your Council with backup information.

Resolution #156

This resolution includes four items intended to provide closure to the Pre-Design study and to move the City forward with the next steps. The resolution:

- Accepts the recommendations of the Citizens Advisory Task Force which were presented to your Council on July 19, 1999 (and are included as Attachment B).
- Finds the CATF recommendation in conformance and compliant with the Capital Improvement Program which is an Appendix of the Comprehensive Plan.
- Directs staff to proceed with amending the CIP, and to hold a public hearing on that amendment. Exhibit A includes the recommended language for amending the CIP description.
- Directs staff to pursue environmental review of the Aurora Corridor project.

Preferred Alternative

The preferred design recommended by the CATF in our Pre-Design Study is based upon Alternative 2, the People Mover Alternative. The key features of this alternative include:

- the addition of business access transit lanes on the outside of the roadway;
- curbs, gutters, landscaping/street furnishing strip, and 12 foot sidewalks on both sides (of which four feet is a landscaping, street furnishing strip);
- the creation of a landscaped center median safety lane with left and u-turn provisions at least every 800 – 1,000 feet;
- four new signalized intersections and four new pedestrian activated signalized crossings.

Attachment B includes more detail on the recommendation and implementation of the project.

Comprehensive Plan Compliance Analysis

There are five elements of the Comprehensive Plan that include policies related to the Aurora Corridor. These elements are: Introduction, Land Use, Transportation, Economic Development, and Community Design. Staff reviewed these sections to

ensure that there were not conflicts between the Comprehensive Plan and the recommendations of the Pre-Design study. Below is a review of this analysis.

Introduction Element: This element discusses Aurora's role in the community, including growth in employment. The Pre-Design study recommendations are consistent with the statements in the Introduction. The Pre-Design study analysis and recommendation reflects the adopted land use and employment growth in the Comprehensive Plan.

Land Use Element: This element has several goals and policies directed at the Aurora Corridor. Goal LU VIII identifies the need "to redirect the changes in the Aurora Corridor from a commercial strip to distinct center with variety, activity, and interest by: balancing vehicular, transit, and pedestrian needs,..., creating a sense of place..., protecting neighborhoods..." LU48 states: "Ensure that street design and urban design in general is distinctive in the center part of the Corridor, from 175th to 185th". The recommendation of the CATF is consistent with the goals and policies in this element.

Transportation Element: This element established a level of service (LOS) standard for the Aurora Corridor not to exceed an average LOS "E". The text in the Transportation Element discusses upgrading Aurora to meet urban standards with curb, gutters, sidewalks, and drainage and traffic flow improvements including potential mitigation by adding right turn lanes at some intersections, and space for u-turns. The Element states that the transportation solution for Aurora should "strike a balance between being a downtown or urban street with defined edges, and slower moving traffic and accommodating a through traffic function that is more typical of a state highway". Policy T17 says to "pursue methods to improve and enhance transit operations on Aurora in Shoreline...continues to function as a primary transit corridor.." The CATF recommendation is consistent with the Transportation Element. The design concept maintains the average LOS "E"; the business access transit lanes also serve as right turn lanes at intersections; and sidewalks, curbs, gutters, drainage, and u-turn provisions are all included in the recommendation. The recommendation will improve transit operations and supports the continuation of Aurora as a primary transit corridor.

Economic Development Element: This element identifies Aurora as a key commercial corridor, and the need for the transportation infrastructure and amenities to be in place to support the economic development goals of the City. Policy ED 36 says: "ensure that infrastructure can meet the needs of existing and planned future commercial development including ...transportation", and ED39 states: "Make improvements to Aurora Avenue so tht is it as a friendly, functional, and attractive street". The element also calls for undergrounding utilities, making strong pedestrian linkages "within commercial areas and connecting these areas to neighborhoods". Policy ED42: "Promote the maintenance and development of high quality transportation and transit facilities that serve commercial development". The recommendation is consistent with and supports these policies.

Community Design Element: This element includes policy CD44, which states: "Enhance the Aurora Corridor to include gateway improvements, pedestrian amenities, landscaping, cohesive frontage improvements, and a boulevard streetscape design." All of these elements are included in the recommended concept developed by the CATF.

Based on this analysis, staff is comfortable with recommending your Council initiating an amendment to the Capital Improvement Program Aurora Corridor project description. The recommended amended project description is presented in legislative format as Exhibit A of Resolution #156. The CIP is an Appendix to the Comprehensive Plan. In Spring, 2000, when we undertake the annual review and amendment process for the Comprehensive Plan, other "housekeeping" changes related to Aurora will be identified (such as changing "undertaking a study" to "has completed a study", etc.).

Project Construction Phasing

Staff is recommending that your Council select the section from 145th to 165th as the initial phase for construction. There are several reasons to focus on this area first. It is a logical continuance of the existing northbound transit lane in Seattle. It is a gateway to Shoreline and has been identified in the Comprehensive Plan and in this study as a location for gateway treatments. The property impacts in this area are less than most of the rest of the corridor due to a generally wider right-of-way and the fact that many of the businesses are set back from the right-of-way. By selecting this section first, a chance will be provided for the Interurban Trail design to "catch up" to Aurora in the 178th to 188th section, and will also offer an opportunity for those businesses that are most impacted (primarily in the 175th to 185th area) an opportunity to develop a longer term business plan. Current cost estimates show that we still have not secured enough funding to construct the entire twenty block section from 145th to 165th. If additional funding is not secured in the next year, we may have to construct a shorter segment within this section. Finally, staff feels that developing a successful section first will fuel further support from the community and from funding agencies.

Next Steps

Attachment D outlines the next major steps for this project. The funding that we have received so far for this corridor has all been federal. The federal funds require a 13.5% local match. This match could be from the City, the State, or another agency (like King County Metro). Our CIP does not include match funding for the remainder of 1999. Without this match, we cannot initiate the aerial photography, mapping, and environmental processes. In discussions with WSDOT, they have indicated a willingness to contribute enough match funding ($25,000) to keep making progress on the project in 1999. In order to receive the state funding we need to sign an interlocal agreement with the state, and initiate a budget amendment for the CIP.

RECOMMENDATION

In order to maintain progress on the Aurora Corridor, the City Council adopts Council Resolution #156 (Attachment A); recommends the 145th to 165th section of Aurora be identified as the first area to be reconstructed (the exact limits depend on final cost and funding); and authorizes the City Manager to execute an Interlocal Agreement with the Washington State Department of Transportation (WSDOT) in order with aerial mapping and environmental analysis.

ATTACHMENTS

Attachment A – Resolution #156
Attachment B – Recommendation of the CATF
Attachment C – Clarification on Issues from the July 19 Council Briefing
Attachment D – Aurora Corridor Next Steps
Attachment E – Draft Executive Summary of the Pre-Design Study

Attachment A

RESOLUTION NO. 156

A RESOLUTION OF THE CITY OF SHORELINE, WASHINGTON, ACCEPTING THE RECOMMENDATION OF THE CITIZENS 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.

WHEREAS, the City of Shoreline undertook a Multi-Modal Pre-Design Study for the Aurora Corridor in Shoreline; and

WHEREAS, the Council appointed a Citizens Advisory Task Force consisting of business and citizen representatives to guide the Pre-Design Study process and undertook and extensive community outreach program; and

WHEREAS, the Citizens Advisory Task Force developed a recommendation for the design of the street corridor which the City Council has accepted; and

WHEREAS, the City of Shoreline Capital Improvement Program project description for the Aurora Corridor transportation improvements must be amended to reflect the Citizens Advisory Task Force recommendation; and

WHEREAS, the City has reviewed the recommendation of the Citizens Advisory Task Force for conformance with the Comprehensive Plan; and

WHEREAS, in order to implement this project an environmental review process must occur; NOW, THEREFORE,

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SHORELINE, WASHINGTON AS FOLLOWS:

Section 1. Acceptance of Recommendation. The recommendation of the Citizens Advisory Task Force transmitted to the City Council on July 19, 1999, is hereby accepted. The recommendation consists of a description of the corridor concept and 32 specific points to guide the design and implementation of the project.

Section 2. Conformance with the Comprehensive Plan. The Council finds the recommendation of the Citizens Advisory Task Force to be in conformance with the Comprehensive Plan.

Section 3. Amendment of the Capital Improvement Program. The Capital Improvement Program shall be amended as indicated in Exhibit A which reflects the project description as recommended by the Citizens Advisory Task Force. The amendment process shall include a public hearing and review by the Planning Commission prior to adoption by the City Council.

Section 4. Environmental Review. Council directs staff to proceed with the environmental review process for the Aurora Corridor project. This review shall include an analysis of surface water, historic properties, recreation, transportation, air quality, noise, social, and economics.

ADOPTED BY THE CITY COUNCIL ON ------_____, 1999.

_____
Mayor Scott Jepsen

ATTEST:

_____
Sharon Mattioli, CMC
City Clerk

Exhibit A (for Resolution #156)

Project: Aurora Avenue North
Project Limits: North 145th Street to North 205th Street

Project Scope: The first phase of this project ~~will be~~ was the completion of the Aurora Corridor Multi-Modal Pre-Design study which ~~will~~ evaluated the needs for capacity, safety, access management, pedestrians, bicycles, and transit along Aurora Avenue North within the City of Shoreline from North 145th Street to North 205th Street. The study ~~will~~ incorporated a comprehensive public involvement process that ~~will~~ included neighborhood and community organizations, individual business and property owners along the corridor, the general public, and other state and local agencies. ~~The Planning Department is the lead for this phase of the project. Based on the recommendations from the study,~~ The main features of the recommended design include the addition of business access transit lanes on the outside of the roadway; curbs, gutters, landscaping/street furnishing strip, and sidewalks on both sides; and the creation of a landscaped center median safety lane with left and u-turn provisions. The recommendation also includes four new signalized intersections and four new pedestrian activated signalized crossings. The design process will utilize the detailed 32 point recommendation by the Citizens Advisory Task Force. The detailed recommendation will be evaluated and studied during preliminary engineering which could result in some modifications. Subsequent phases of this project may include the preliminary design, preparation of grant application packages, right of way acquisition, preparation of final plans, specifications and estimates (PS&E) and construction. The cost estimates for these subsequent phases are based on the best information available in September 1998. ~~The study phase will better define these estimated costs.~~ The cost estimates for the project for the years 2000 thru 2004 assume that the improvements will be focused on the area between North ~~175th~~ 145th Street and North ~~185th~~ 165th Street and safety improvements throughout the corridor to enhance pedestrian safety.

Project Justification: These improvements are needed to increase the overall safety for vehicles and non-motorized users of this corridor. This area is a regional transportation link with a very high volume for traffic and many commercial businesses fronting the street. This corridor is experiencing over 300 accidents per year including two pedestrian fatalities during the last year. The goal of this project is to enhance the safety of all users and improve the economic development potential of the business district while recognizing the regional importance of the street in the overall transportation network.

AURORA CORRIDOR – PRE-DESIGN STUDY

RECOMMENDATION OF THE CITIZENS ADVISORY TASK FORCE ON THE PREFERRED ALTERNATIVE – APPROVED UNANIMOUSLY JULY 8, 1999

The goal of the Aurora Corridor Pre-Design project is to develop a design concept that improves safety for pedestrians and drivers, improves the aesthetics and image of the street, adds people moving capacity, and supports existing and future business investments along the street. Landscaping is a key feature in strengthening the image and in supporting the walkability of the corridor.

The preferred design will be based upon Alternative 2, the people mover alternative. The main features of this design concept include the addition of business access transit lanes on the outside of the roadway; curbs, gutters, landscaping/street furnishing strip, and sidewalks on both sides; and the creation of a landscaped center median safety lane with left and u-turn pockets. The recommendation also includes four new signalized intersections and four new pedestrian activated signalized crossings.

The following statements outline the recommendation of the CATF on the development and implementation of the project:

1. The maximum number of lanes on an intersection leg shall not exceed eight lanes including turning lanes. Seven lanes is the desired width.

2. Provide ability at intersections for all pedestrians to safely cross (and include median refuge at intersections with pedestrian pushbuttons). New mid-block pedestrian crossings should include pedestrian activated signals. Bus stops and pedestrian crossings will complement each other.

3. Twelve foot sidewalks will be provided on both sides of Aurora the entire length. Consider reducing the initial sidewalk width to mitigate land impacts/acquisitions on existing businesses. Note: a minimum of four feet of a landscaping/street furnishing zone is included in the twelve foot width total above.

4. Utilize more landscaping or colored pavement in sidewalk areas to soften the look. The four foot landscaping/street furnishing strip behind the curb should utilize trees in tree grates/pits (consider a combination tree protector/bike rack), low growing ground cover/shrubs, and could utilize some special paving (or brick) between curb and sidewalk to strengthen the identity of an area.

5. Strive to design the project so that new sidewalks can link to existing recently constructed sidewalks (such as Seattle Restaurant Supply, Drift-on-Inn, Schucks, Hollywood Video, and Easley Cadillac).

6. Re-align the street where possible to avoid property takes.

7. As the final design is developed, work with WSDOT to obtain design approvals for lane width reductions, and look for opportunities to reduce (but not eliminate) the median width both to enable reduction of pavement widths, construction costs, and land impacts/acquisition on existing businesses.

8. Develop median breaks or intersections for business access and U-turns at least every 800-to-1000 feet (these details will be worked out during future design phases and will be based in part on the amount of traffic entering and exiting businesses).

9. Use low growing drought resistant ground-cover and space trees in the median to allow visibility across it.

10. Unify the corridor by adding art, special light fixtures, pavement patterns (and coloring at crosswalks), street furniture, banners, unique bus shelters, etc. to dramatically enhance image and uniqueness of the streetscape and develop it differently than the standard design that has been constructed for most streets.

11. Unify the entire corridor by the use of street trees, lighting, special paving, bus zone design, and other elements to visually connect the corridor along its length.

12. Provide elements in the Interurban/Aurora Junction area, between 175th and 185th that create a safe, pedestrian oriented streetscape. Elements can include special treatments of crossings, linkages to the Interurban Trail, etc.

13. Develop signature gateway designs at 145th and 205th with special interest landscaping, lighting, paving and public art to provide a visual cue to drivers that they have entered a special place.

14. Develop themes that reflect the character and uses of different sections of the street (such as the 150th to 160th area which has a concentration of international businesses, recall the historic significance of the Interurban or other historic elements, and Echo Lake).

15. Utilize the Arts Council and neighborhoods to solicit and select art along the corridor.

16. Strengthen connections to the Interurban Trail through signing and other urban design techniques.

17. Develop a design for closure of Westminster Road between 158th and 155th by developing a southbound right turn lane at 155th Street and converting the existing road section to a driveway entrance to Aurora Square. Also, develop an elevated Interurban trail crossing through "the Triangle" that is integrated with future development of the Triangle (reserve the option to build above Westminister should we not be successful in closing the roadway).

18. Pursue modifying the access to Firlands at 185th, closing Firlands north of 195th, and developing a new signal at 195th.

19. The preferred design shall include:

- Stormwater management improvements to accompany the project that follow the city's policies;

- Traffic signal control and coordination technology (including coordination with Seattle and Edmonds SR 99 signal systems);

- Traffic signal technology to enable transit priority operations;
- Continuous illumination for traffic safety and pedestrian scale lighting;
- Undergrounding of overhead utility distribution lines.

20. Traffic signals will include audible elements for the sight-impaired, and wheelchair detection loops for wheelchair users.

21. The City should establish a right-of-way policy to retain or relocate existing businesses along the corridor, including those that do not own the land on which they are located. Consideration should be given to providing financial incentives to those businesses.

22. Work with property and business owners during the preliminary engineering phase to consolidate driveways, share driveways, and potentially to share parking and inter business access across parcel lines. Be creative and sensitive to the parking needs of businesses, including consideration for some potential clustered/shared parking lots (especially if remnant parcels are available).

23. Provide improvements that will not generate an increase in neighborhood spillover traffic.

24. Work with transit agencies to provide increased service and seek capital investments from them to support this project.

25. Develop partnerships with WSDOT and King County/Metro to jointly fund the project.

26. Provide curb bulbs where practical on side streets to reduce pedestrian crossing width and to discourage cut-through traffic.

27. Strengthen and preserve the heritage of the red brick road. If the design impacts the red brick road in its current configuration/location north of 175th, preserve its heritage by relocating it elsewhere.

28. Consider new signalized intersections at 152nd, 165th, 182nd, and 195th.

29. Consider new pedestrian only signalized crossings in the vicinity of 149th, 170th, 180th and 202nd.

30. Sign Ronald Place south of 175th as the route to I-5.

31. Pursue reducing the speed limit to 35 mph where appropriate recognizing the potential impacts of spillover traffic with a lower posted speed.

32. Seek funding to develop a program to assist and encourage businesses to improve their facades.

CLARIFICATIONS ON ISSUES FROM THE JULY 19 COUNCIL BRIEFING

This attachment provides some further clarifications on issues and questions identified by Council members and the public at the July 19th City Council briefing for the Aurora Avenue project. Twelve topics are addressed below, along with clarifications and associated graphics.

1. Inter-relationship with the Interurban Trail Design

Several of your Councilmembers expressed concern that the Aurora Corridor and Interurban Trail planning were not on the same time tracks, and expediting the Interurban Trail planning to catch up with the Aurora planning. This concern was especially focussed on the 178th to 188th area where the Seattle City Light right-of-way abuts the Aurora right-of-way. The Interurban Trail planning is moving forward, and staff is currently reviewing consultant proposals to design the three mile long trail. One of the major tasks once that consultant is authorized to begin work will be to undertake and coordinate a study which with the input of property owners and citizens, will identify and examine several trail alignment and design approaches in this area. A preferred trail design and alignment will be presented to your Council once this step is completed. The analysis will also address the interrelationship of the trail design to the street design. This provides an opportunity for adjustments to the Aurora design (such as shifting the centerline of the roadway, or linkages to the Interurban Trail) before the Aurora design is completed.

To provide an opportunity for the Interurban Trail planning to catch up with Aurora, and to keep Aurora moving forward, staff is recommending that your Council select the southern section of Aurora for first phase construction.

We expect to receive the funds from King County and the transfer of lead agency to Shoreline for the grants for the design of the Interurban Trail to occur in September or October of 1999.

2. Sidewalk Width

Sidewalks along modern urban arterials should consist of a walking portion of the sidewalk and an amenity zone. *The functional layout for the sidewalk is shown in an attached figure.* An amenity zone that provides area for a variety of uses often accompanies sidewalks along roadways. These areas provide space for landscaping, signs, light poles, fire hydrants, utilities and street furnishings so that they do not impact the movement of pedestrians along the sidewalk. In addition to providing space to maintain desirable sidewalk widths, the amenity zone acts as a buffer from the noise and splash from surface water due to moving vehicles. The added separation helps the

pedestrian feel safe and comfortable, and when landscaping and street trees are provided, offers a more attractive environment to encourage pedestrian traffic.

Since street trees are often planted in the amenity zone, the desirable amenity zone width is four to five feet. Variance in width of the amenity zone along a corridor can create design and utility coordination problems. If the amenity zone is sufficiently wide, the sidewalk can be constructed without any cross-slope at driveway locations. Cross-slopes create difficulties for mobility challenged pedestrians. An ADA minimum 12:1 slope is required at driveways in order to transition smoothly between the top of curb and the roadway surface. Extra transitions can be made, but create unfamiliar features for drivers to negotiate.

The Aurora Corridor Citizen's Advisory Task Force (CATF) discussed sidewalk and amenity zone width at several of their meetings. At the July 8th meeting when they finalized their recommendation to the council, the members present voted unanimously (12 - 0) to recommend an 8-foot sidewalk with a 4-foot amenity zone, for a total width of 12 feet. This is consistent with the standards defined in the Shoreline Comprehensive Plan.

3. Interim Sidewalk/Property Frontage Design Options

The CATF's recommendation of the 12 feet for sidewalk and amenity zone included an accommodation for interim sidewalk and amenity zone designs that would avoid building impacts. Rules and conditions for when these accommodations will be made shall be established through formal Policy and Procedure Guidelines that will be developed with public input in the next phase of work. *An attached figure identifies two options through which accommodation could be provided to avoid building impacts*. Those two options are 1) build an interim 5.5-foot-wide sidewalk where no above ground obstructions are present; or 2) build an 8.0-foot-wide sidewalk that allows for amenities including trees with 5.5 feet for pedestrians. Full buildout by property owners in compliance with corridor design standards would be required at a specified later date or when the property is redeveloped.

In addition to interim sidewalk and amenity zone width reductions, the roadway alignment and width will be optimized to reduce property and building impacts.

3. Modified Access at Ronald Place, Firlands Way N, and Westminster Way

Modifications to these intersections would be intended to improve safety by adjusting the angle of intersection between these streets and Aurora Avenue North. Changing the angle of intersection to right angle or near-right angles would improve driver sight lines, reduce pedestrian crossing distances and provide a more regular driving environment.

Further study into the potential impacts and benefits of these modifications will be made in subsequent phases of this project, and the affected public will be provided an opportunity to provide input.

The modification at Westminster Way would allow a reduction of width to the existing roadway and provide approximately 9,000 square feet for redevelopment. Heavy truck traffic would be diverted to the intersection of North 155th Street and the modified intersection of Westminster Way and Aurora Avenue North would provide primary

access to the Aurora Square Shopping Center from Aurora Avenue North. After modification, all movements currently allowed would remain.

Modifications to the intersections of Ronald Place N and Aurora Avenue North would serve to improve overall safety for both pedestrians and vehicles. The proposed changes would significantly slow right-turning vehicles from and to Aurora Avenue north and improve sight distance and reaction time for motorists meeting pedestrians crossing Ronald Place N. After modification, all movements currently allowed would remain. Another option that can be considered with adjacent property owners, is to close direct access between Ronald Place N and Aurora Avenue North, and allow use of Ronald Place N for local access from N 175th Street.

To improve pedestrian safety as well as general traffic operation, it is proposed that Firlands Way N at N 185th Street be modified to allow right-in access from southbound Aurora Avenue North and right-out access to North 185th Street. This represents the restriction of two movements currently allowed. One from northbound Aurora Avenue North to northbound Firlands Way N, the other from westbound N 185th Street to northbound Firlands Way N. Vehicles that currently use these movements would re-route to Linden Avenue North to access Firlands Way North. This would eliminate a high-speed cut through that puts pedestrians at risk and creates an unsafe environment near the properties along Firlands Way North between N 185th Street and Linden Ave North.

Another access modification to reduce cut-through traffic and improve pedestrian safety involves the vacation of Firlands Way North between N 195th Street and Aurora Avenue North. The existing Firlands Way North would be reconstructed as driveway access to adjacent property. Vacation of this section of Firlands Way N would provide a modest parcel for possible redevelopment into off-street parking and/or a pocket park.

4. Median Width

The development of a median on the project has been a controversial issue. The primary purpose of the median is to provide a safe refuge area along the center of the roadway for focused left and U-turns and for pedestrians at crossings. The input received from the public and reflected in the recommendations of the Citizen's Advisory Task Force is to include frequent left/U-turn opportunities and pedestrian crossings. The initial design includes left/U-turn locations every 800 feet along the corridor. The pedestrian crossings would be located every 1,000 feet along the corridor.

An attached figure illustrates the typical design for the median. This figure shows that the maximum width of the median is dictated by the need to fit the left/U-turning vehicles and pedestrian refuge spaces. That width, 15 feet, is only slightly more width than is generally used for center two-way, left-turn lanes (usually 13 or 14 feet). Because of the frequency of the locations for left/U-turns and pedestrian crossings that are proposed along the corridor, the total median width (including curbs, landscaping, and pavement for vehicles) will be nearly continuous and will be 14-to-15 feet wide throughout. Also, due to the frequent left/U-turn and pedestrian crossing locations, most of the length will be used to fit vehicles or pedestrians. Some limited remainder areas can be landscaped or paved with colored or textured paving materials.

5. Traffic Operations

Based on traffic operations analysis of the proposed preferred alternative, traffic operations will not be significantly impacted by the addition of new signalized intersections and pedestrian crossings. All of the proposed signals will be semi-actuated, meaning that green time will be diverted from Aurora Avenue North, only at the time when a vehicle or pedestrian is present at an intersection or crossing. An updated analysis of the preliminary preferred alternative has been conducted to provide a comparison to Comprehensive Plan level of service goals. This analysis finds that the average of level of service will be better than F.

6. Potential Spillover Traffic Into Neighborhoods

Future potential for traffic spillover onto parallel north/south streets was analyzed for each of the three design alternatives evaluated. Alternative 2, upon which the preferred alternative is based, maintained a distribution of traffic between north/south routes most like existing conditions. As such, traffic spillover as an affect of the preferred alternative is not anticipated.

If future traffic on neighborhood streets is believed to exceed normal growth trends, the city may undertake a monitoring program to measure changes in traffic volumes and speed. This would involve deploying vehicle and speed detectors to collect data that would then be analyzed to determine whether action should be taken.

Potential actions to control spillover traffic include a variety of traffic calming/control measures. These could include traffic circles, chicanes, speed bumps or tables or involve channelization to restrict certain movements at new signalized intersections.

7. Initial Estimates of Right-of-Way Needs

The preferred alternative has been developed at a very conceptual level at this early stage in project development. The design for the preferred alternative will be established throughout several rounds of development over the next two years. During this process, continued input from adjacent property owners and tenants will be sought in an effort to reduce right-of-way needs and to reduce or mitigate potential impacts on properties. The design will also be refined to avoid or minimize impacts identified in the environmental assessment that will be conducted.

Initial estimates of right-of-way needs are, therefore, very preliminary. The construction of the entire width of the proposed project (i.e. with 12-foot-wide sidewalks) would require approximately 107 feet. Initial estimates indicate that constructing the full width of the project would impact two buildings along the corridor by more than 10 feet. Another 12 buildings would be affected by between 5 feet and less than 10 feet. Four buildings would be affected by 4 feet or less. Of the four that are affected by less than about 6 feet, it may be possible to build interim width sidewalks (as described in Item 3 above) and not affect the building. Those buildings affected by more than 6 feet may require acquisition and removal of the front portion of the building. The degree of impact and compensation (e.g. partial impact with damages versus full acquisition of the building and parcel) for these properties and tenants will be established by real estate appraisers with input from the affected parties.

In addition to the potential impact on buildings, small portions of right-of-way and/or easements will also be needed throughout the corridor. Right-of-way and easements are needed to fit the project width, utilities, driveway regrading, intersection widenings

and corners, retaining walls, bus shelters, and traffic signal equipment. At this time, right-of-way or easements may be needed from approximately 130 parcels adjacent to Aurora Avenue and on streets that intersect Aurora Avenue.

To give an idea of the relative impact, there are about 190 buildings along Aurora Avenue, and 20 may be affected. There are 180 parcels along Aurora Avenue, and small amounts of right-of-way or easements may be needed from as many as 130 of the parcels.

8. Right-of-Way Acquisition Policies and Procedures

As a part of the project development process for the Aurora Avenue Improvements Project, a "Right-of-Way Acquisition Policies and Procedures" manual will be prepared. This manual will be prepared beginning in the next phase of work. This manual will be used to confirm and clarify the policies, procedures and process for the City Council, city staff, property owners and tenants. It will also be used to gain approval by funding agencies so that the city is allowed to make right-of-way and easement transactions.

The work to create the manual will address clarification of the acquisition process; confirmation of federal and state regulations; staff assignments and organization; points of contact; staff decision authority by type of decision; an appeals process; benefits for owner and tenants; clarification of common right-of-way questions and answers; acquisition schedules; topics to be addressed in meetings with property owners; interim site and design allowances to reduce right-of-way needs and/or impacts; and property restoration issues.

9. Edmonds /Lynnwood/Snohomish County SR 99 Project

Comments have been made at several City Council meetings regarding the SR 99 project in Edmonds/Lynnwood/Snohomish County. The comments related to what that project design will be, consistency with the Shoreline project, and how that design was approved.

The planning and design for the SR 99 project in Edmonds/Lynnwood/Snohomish County was begun in the late 1980's. The selected design concept was chosen in the early 1990's and the environmental review was completed in 1994. That project will extend 7 miles from the south end of Edmonds northward into Snohomish County.

The cross-section will be 7 lanes, including outside lanes in each direction for transit and right turns, 2 through lanes in each direction, and a center two-way, left-turn lane. Seven-foot-wide sidewalks will be added. No capacity increases at intersections will be made. No new pedestrian crossings will be developed. That project will not include any landscaping or other aesthetic/urban design treatments. An initial two-mile portion of that project will be constructed this year, with the schedule for the remainder depending on funding grants.

That project will have one feature in common with the Shoreline project in that both will have 6 traffic through lanes, including transit and right-turn lanes. The Edmonds/Lynnwood/Snohomish County project design was approved by WSDOT prior to statewide legislation and policies on Access Management, so that project has been allowed to include a center two-way, left-turn lane. The completed project will be the same basic design as the existing Evergreen Way roadway in south Everett.

10. Speed Limit and Effect on Travel Time

Speed limit is established by considering a number of factors relating to roadway design and traffic conditions. The first of these is roadway design speed. Design speed determines the dimensions of the roadway such as sight distances, curb radii, level of access and distance to obstacles. The speed limit is often set at 5 or 10 mph below the design speed. For instance, an arterial with a 50-mph design speed should not be signed for a speed limit above 45 mph. In urban and suburban areas such as Shoreline, a lower design speed is appropriate in order to help slow traffic to safer speeds considering the land use intensity and high level of access to the roadway.

After a roadway has been constructed, speed limits often change as conditions along the roadway such as safety and development change. A speed limit change is made by using the results of a speed study. Speed studies collect actual traffic speed data along roadway segments. The 85th percentile speed is usually used to evaluate traffic speeds on a roadway. If the 85th percentile speed is below the posted speed limit, the speed limit may be adjusted downward.

The improvements proposed for Aurora Avenue may be likely reduce variance in speeds along the segment. Overall speed may also be reduced. Speed reduction by as much as 10 mph has been experienced with other similar projects in the region.

While speed is reduced, travel time may not necessarily increase. Travel time along arterials is most affected by delay at intersections. When signal operations are improved, roadway throughput capacity is improved. When speed is reduced along with intersection improvements, the result is a traffic flow that is denser and less delayed. More cars are moving through the segment under safer conditions in less time.

A speed and delay study was performed on Aurora Avenue North in order to establish an understanding of existing conditions for the project. The study found that 25 to 40 percent of time spent along the segment was attributed to delay at intersections. The current travel time along the segment is between 8 1/2 and 10 minutes depending on direction and time of day with two to four minutes of that time attributed to intersection delay.

Speed limit has a limited impact on overall travel time. Over the three mile Aurora Avenue North segment in Shoreline, a speed difference of 10 miles per hour makes a travel time difference of only slightly more than one minute. In relative terms, a vehicle stopped by a red light at only one signalized intersection could experience as much as two minutes of delay. The table below summarizes the difference in travel time between three different speeds.

Speed Limit	Travel Time (3 miles)**
35 mph	5.0 minutes
40 mph	4.5 minutes
45 mph	4 minutes

** assumes travel speed = speed limit

11. Need for Safety/Access Management Measures

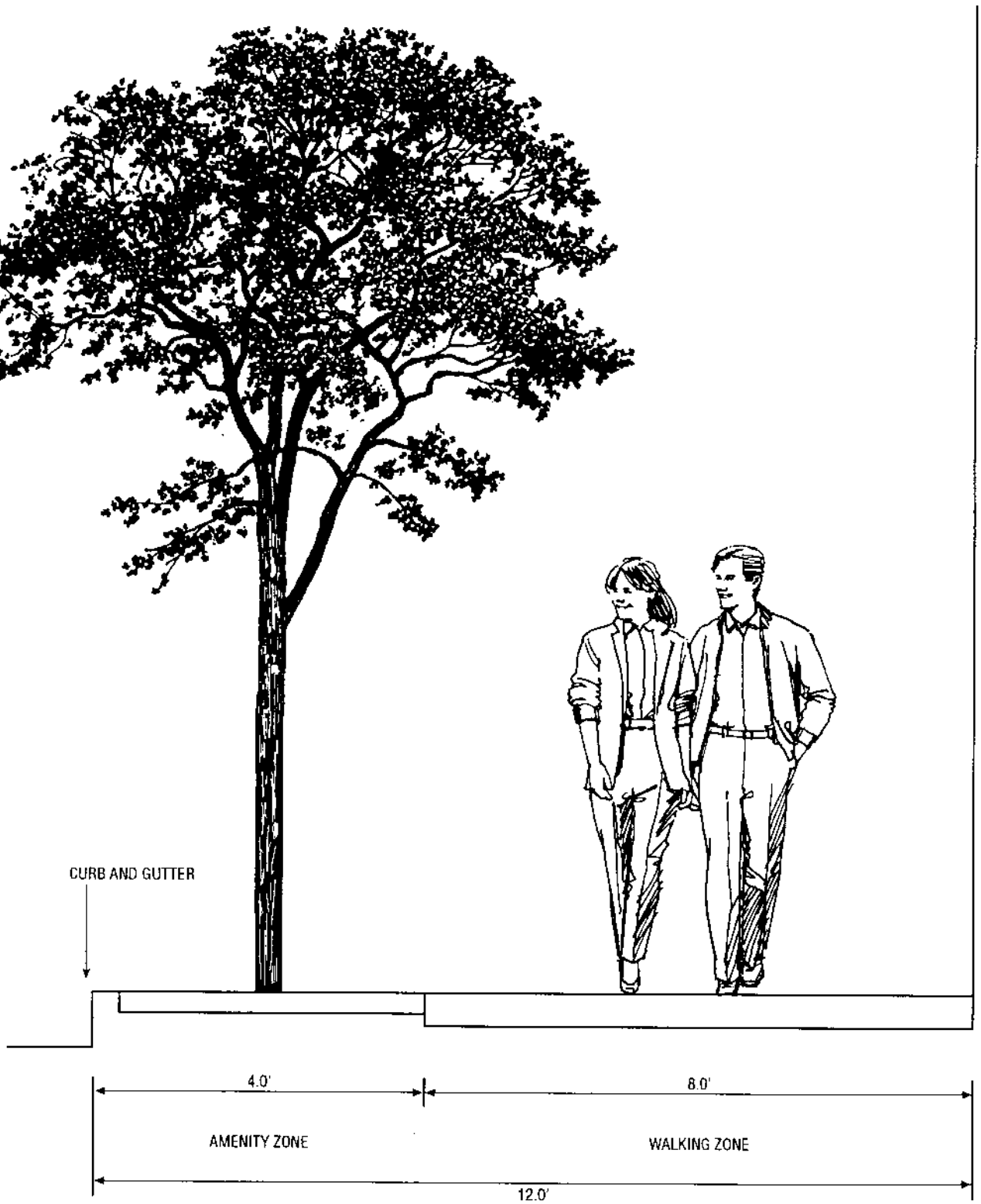
Concern has been expressed about why the Aurora Avenue project should include safety/access management measures. State legislation and WSDOT design guidelines now require that safety/access management measures be incorporated into improvements on SR 99. However, that is not the primary reason for including these measures on this project. The public and the Citizen's Advisory Task Force members have given traffic and pedestrian safety a high priority.

Lack of existing, mid-block (i.e. not at street intersections) safety/access management measures make Aurora Avenue one of the highest accident highways in the entire state. More than 200 mid-block accidents occur each year on Aurora Avenue in Shoreline, and this condition will worsen as traffic volumes increase in the future. Because of the lack of control of turn locations, these accidents are often severe, with one-half including personal injuries and about one fatality each year. With growth in traffic volumes, the appearance of unlimited access to properties will not be true. Many times of the day traffic queues will block turning movement or block driver visibility for those turns.

The Citizen's Advisory Task Force Preliminary Preferred Alternative includes a balanced approach to improvement of traffic and pedestrian safety. The project will include curbs along the outside edges with focused driveways. The outside business access and transit lanes will enable safe access into and out of properties.

The project will include center, focused left- and U-turn lanes to enable safe access to properties on an average of every 800 feet along the corridor. Also included will be pedestrian crossings every 1,000 feet along the corridor with center pedestrian refuge areas.

Based upon accident rate experience from throughout the United States, the safety/access management measures that are recommended as a part of the Preliminary Preferred Alternative should yield a 30% to 50% reduction in mid-block accidents. A significant reduction in the severity of accidents should also occur by removing the potential head-on accidents in the existing center two-way, left-turn lane and by removing the potential for angle (T-bone) accidents. A traffic conflict point occurs where paths of two traffic movements intersect. These conflicts range in severity from diverge, merge and cross. Each of these conflicts may require one or move drivers to take action to avoid collision. Crossing conflicts are the most serious due to the potential for head-on and right angle collisions. There is a method used to diagram these conflict points for intersections and driveways. It is done by using a triangle to indicate a diverge, a square to indicate a merge, and a point or circle to indicate a cross. *The Figure attached: Conflict Point Comparisons illustrates how the potential for crashes is reduced by removing the number of conflicting points between traffic movements*. The conflicts are identified for a segment of Aurora Avenue for the preferred design and for existing/Alternative 1 conditions.

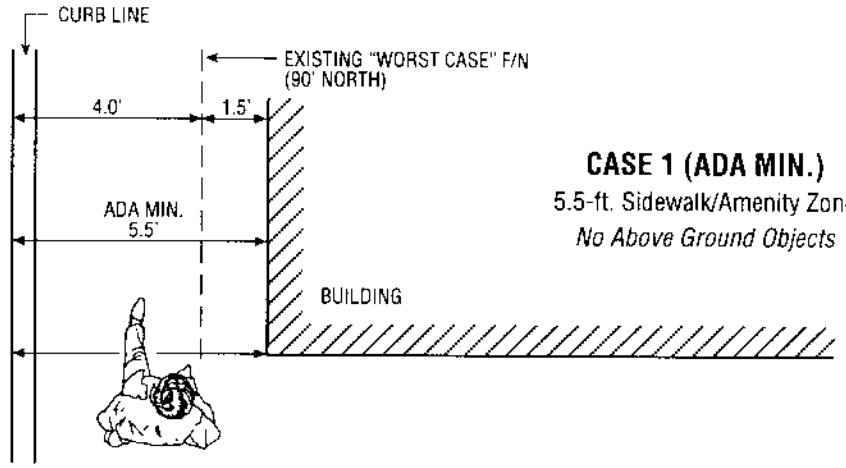


SIDEWALKWIDTH

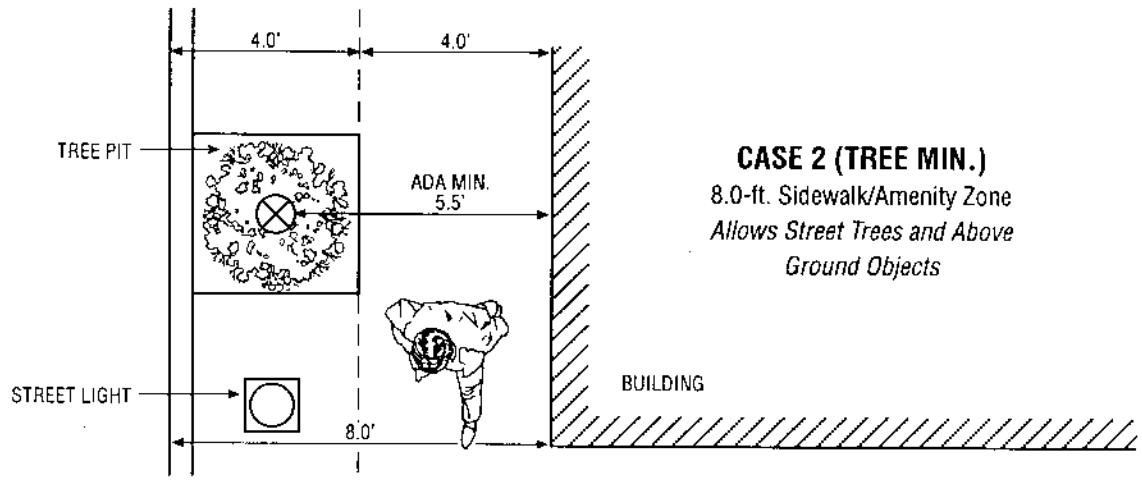
SIDEWALK WIDTH

AURORA CORRIDOR

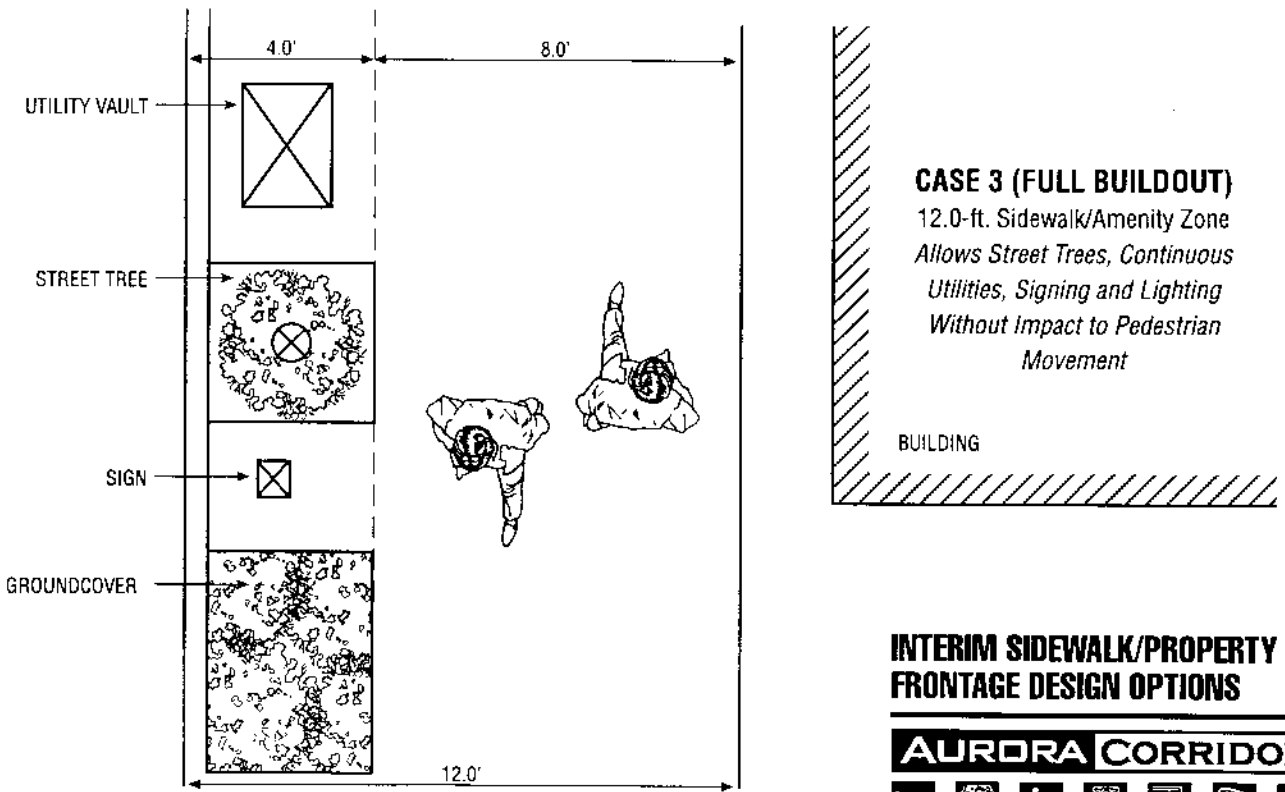
TRANSPORTATION SOLUTIONS FOR SHORELINE'S MAIN STREET



CASE 1 (ADA MIN.)
5.5-ft. Sidewalk/Amenity Zone
No Above Ground Objects



CASE 2 (TREE MIN.)
8.0-ft. Sidewalk/Amenity Zone
Allows Street Trees and Above Ground Objects

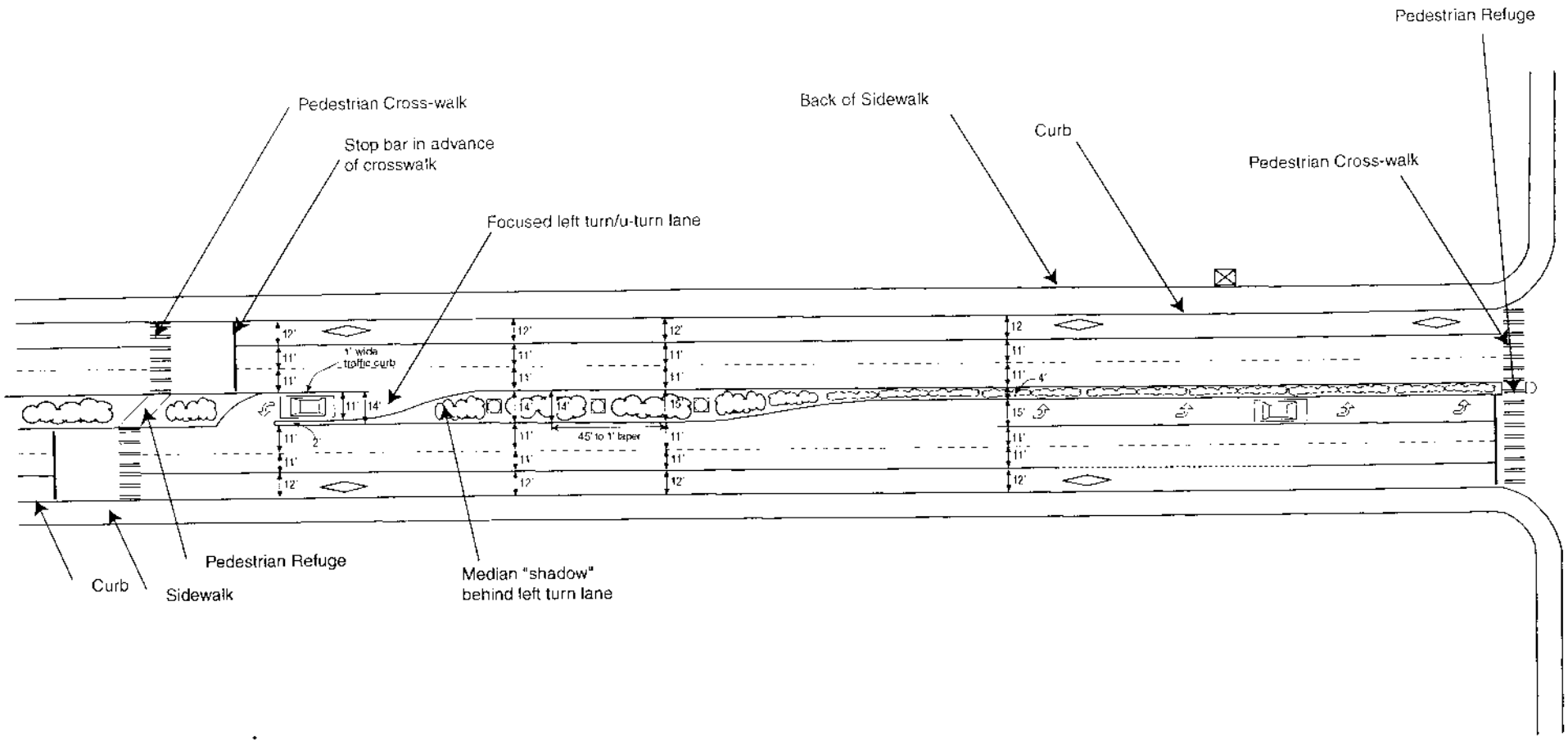


CASE 3 (FULL BUILDOUT)
12.0-ft. Sidewalk/Amenity Zone
Allows Street Trees, Continuous Utilities, Signing and Lighting Without Impact to Pedestrian Movement

INTERIM SIDEWALK/PROPERTY FRONTAGE DESIGN OPTIONS

AURORA CORRIDOR

TRANSPORTATION SOLUTIONS FOR SHORELINE'S MAIN STREET



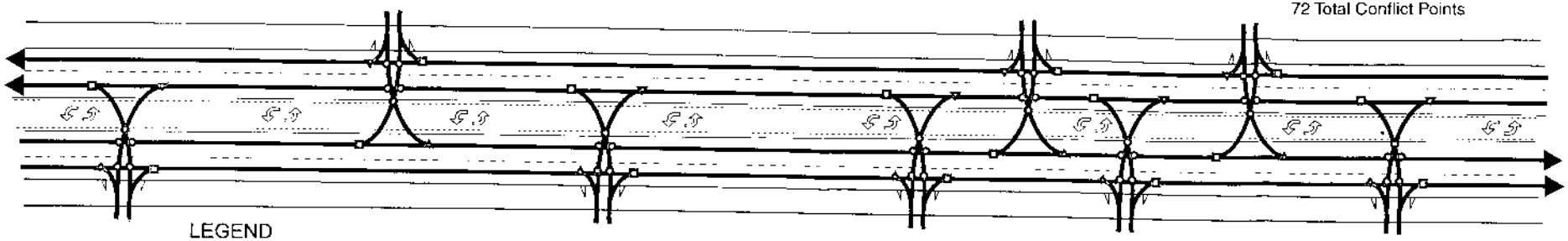
MEDIAN WIDTH

AURORA CORRIDOR

Before/Alternative 1 Conditions

40 Crossing Conflicts
16 Merging Conflicts
16 Diverging Conflicts

72 Total Conflict Points



LEGEND

Crossing Conflict

Merging Conflict

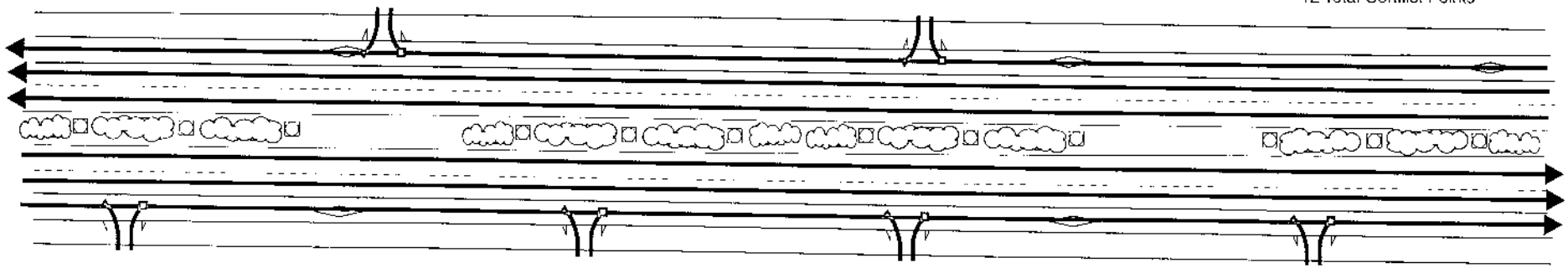
Diverging Conflict

Driveway Access

Preferred Alternative Conditions

0 Crossing Conflicts
6 Merging Conflicts
6 Diverging Conflicts

12 Total Conflict Points



CONFLICT POINT COMPARISON

AURORA CORRIDOR

Aurora Corridor Next Steps

This attachment provides a description of the next steps in project development to be conducted during the remainder of 1999 through June of 2000.

1. Interlocal Agreement with Washington State Department of Transportation

Execute and interlocal agreement with WSDOT to enable the City of Shoreline to receive $25,000 from WSDOT to be used as an initial local funding match for the federal grant monies in order to proceed with work in the remainder of 1999.

2. Contract with Consultant

Execute a contract with the consultant to continue assisting the City with mapping, environmental analysis, and preliminary engineering tasks listed below.

3. Aerial Photography

Aerial photography will be obtained to enable the production of 1"= 20' scale mapping. The flight for this photography should be scheduled and completed before the end of September to take advantage of the weather and favorable sun angle.

4. Survey and Topographic Mapping

The aerial photography will be reduced to obtain high accuracy location of physical features required to perform preliminary design engineering and prepare final plans, specifications and cost estimates for construction. This activity occurs in the photogrammetry laboratory and is not weather dependant. This work is expected to be completed by the end of 1999.

5. Right of Way Research and Centerline Survey

Work will be done to establish with certainty the location of rights of way within the corridor and to establish the exact location of the street centerline. This requires title research, review of existing mapping and legal descriptions and ground survey. Depending on the quality and extent of land records, this task should be completed in the winter of 1999.

6. Right of Way Policies and Procedures Manual

A guideline will be prepared for the land acquisition process to be followed as a part of the Aurora Corridor Project. This manual will be in compliance with all State and Federal Guidelines and will contain specific detail relating to special terms and conditions applied to the process by the City of Shoreline. Adoption of the final version of this manual will be requested of the Council.

7. Continued Public Involvement

Frequent and open public involvement will continue as it has through the pre-design study process. Property and business owners along the corridor will be contacted specifically for their input.

8. Environmental Documentation

The City's consultant will work with City staff, Washington State Department of Transportation (WSDOT) and Federal Highway Administration (FHWA) to prepare project documentation to satisfy State Environmental Protection Act (SEPA) and National Environmental Protection Act (NEPA) requirements. Work will be performed for several disciplines over the fall and winter with a draft document to be published sometime in the spring of 2000. Final documentation will follow in the summer of 2000.

9. Preliminary Engineering

Preliminary design engineering will commence as soon as adequate mapping becomes available. During preliminary engineering, the proposed design concept will be optimized in order to minimize property impacts and construction costs as well as to maximize the safety and operational features of the design.

10. Continued Pursuit of Funding

The City's consultant will work with City Staff, Puget Sound Regional Council (PSRC), WSDOT, King County Metro, State Transportation Improvement Board (TIB) and others to continue to secure additional funding for the project through completion.

AURORA CORRIDOR

TRANSPORTATION SOLUTIONS FOR SHORELINE'S MAIN STREET

MULTIMODAL PRE-DESIGN STUDY

DRAFT (8/16/99)

EXECUTIVE SUMMARY

CITY OF SHORELINE

CH2MHILL

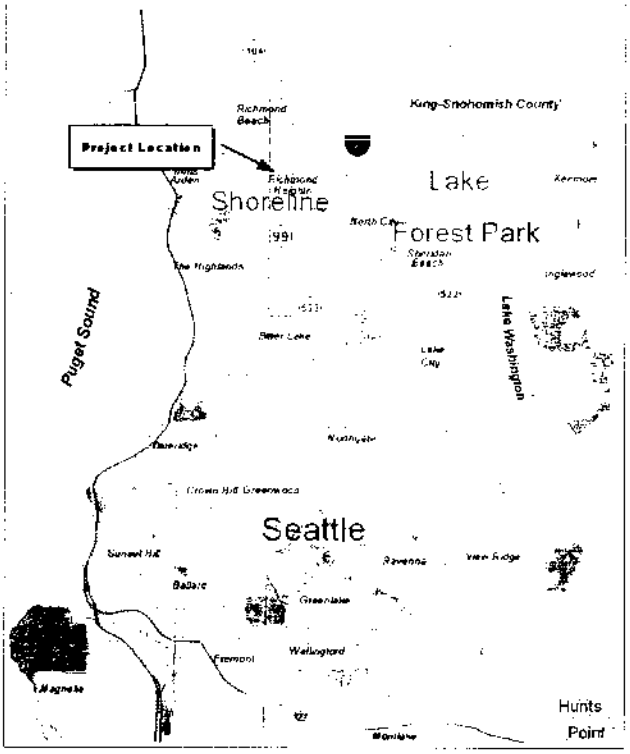
CONTACT INFORMATION

For More information regarding the Aurora Corridor Project, please contact the City of Shoreline
Kirk McKinley (206) 546-3901 email: kmckinle@ci.shoreline.wa.us
or Chuck Purnell (206) 546-0774 email: cpurnell@ci.shoreline.wa.us

Overview

In 1998, the City of Shoreline began the Aurora Avenue North Multi-modal Corridor Study with a federal grant of $300,000. This study is the first phase in the redevelopment of Aurora Avenue North along the segment within the City of Shoreline (see map at right). The City of Shoreline Planning and Development Services Department is the lead agency for the pre-design study phase. The Public Works Department will lead the project through environmental documentation, design engineering, and construction. CH2M HILL is serving as prime consultant. The purpose of the Multi-Modal Pre-Design Study Report is to serve as a master plan for the proposed improvements to Aurora Avenue North within the City of Shoreline.

Aurora Avenue North is a part of signed State Route 99 (SR 99). Shoreline's three-mile portion of the route extends from the Seattle city limits, north to the King County/Snohomish County border. SR 99 once served as the West Coast's primary north-south route connecting Mexico with Canada. This route now serves local and regional trips within and through Shoreline.



Existing Transportation Conditions

The roadway is currently configured as a five-lane arterial with a continuous two-way left-turn lane for the length of the segment (some channelization is provided at intersections). Property access is defined for only 20 percent of the parcels fronting Aurora Avenue North. The majority of properties along this corridor have continuous shoulder access without defined driveways.

Average daily traffic volumes range from 35,000 to 42,000 vehicles per day. Traffic volumes on this roadway are growing at a rate between 3 and 5 percent per year. Many of the signalized intersections along the corridor are over capacity during the peak commute periods.

Safety conditions along the corridor are among the worst in the state for a facility of its type. 1,500 accidents occurred along the 3-mile segment over the past five years. Washington State Department of Transportation (WSDOT) estimates that this translates to over $61 million in social costs due to the high number of crashes, injuries and fatalities.

In addition to traffic congestion and high accident rates, Aurora Avenue North currently experiences poor pedestrian and transit conditions, and unsightly commercial "strip" development. The City's goals for the project, as stated in their Comprehensive Plan, are to support economic stability along the corridor and provide multi-modal transportation services.

Over the past decade, several studies have addressed issues related to the improvement and redevelopment of Shoreline's portion of Aurora Avenue North, including those by King County Transportation Planning, Metro Transit, and the City of Shoreline. These projects have identified market and aesthetic potential for the corridor and evaluated HOV and transit-priority options.

Other related projects that have been coordinated with Aurora Corridor Study are the WSDOT Battery Street to North 145th Street Corridor Study, and the Snohomish County SR 99 Redevelopment Projects.

Community and Agency Involvement Program

The complex and controversial nature of the project necessitated a Community and Agency Involvement Program to enable all interested and affected parties to participate in identification and development of the preliminary preferred alternative. Opportunities for community input to the design were meaningful and frequent. The City conducted a total of 23 meetings with the Citizen's Advisory Task Force, the Interagency Technical Advisory Committee and the general public. A total of 8 project briefings were made to the Shoreline City Council and two to the Shoreline City Planning Commission. Three open houses were held to which the public was invited to gain information and provide input on the project. Also, meetings and briefings were held with local businesses and the Shoreline Chamber of Commerce.

Those who were not able to attend any of the project meetings were kept informed on project developments through citywide mailed announcements, the city web page, city newsletters and the local newspaper.

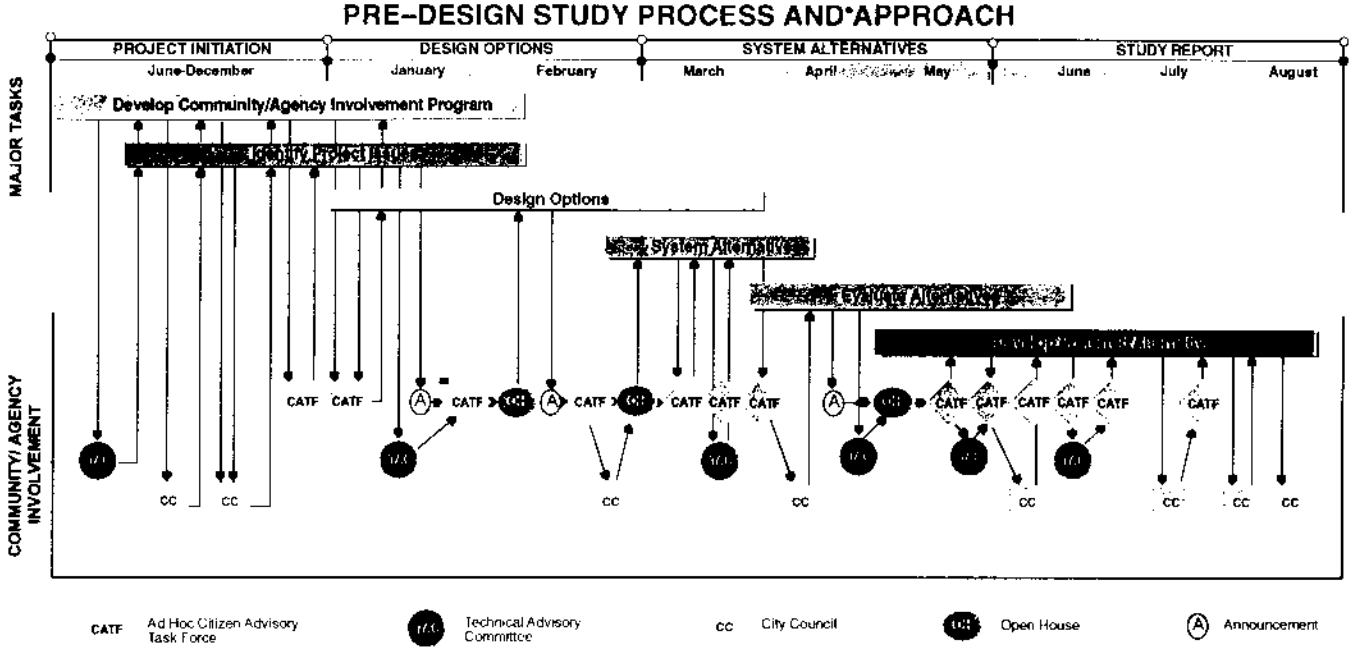
Study Approach

Development of a multi-modal master plan for the reconstruction of Aurora Avenue North through the City of Shoreline required consideration of many difficult issues. The approach to the predesign study involved a high level of community and agency involvement. The predesign study process was a collaborative, interdisciplinary and decision-oriented approach that included citizens and agencies as part of the design team. City Staff and Consultant planners and engineers acted more as

educators and facilitators than designers. The product of this process is a democratically developed design that has the support of all interests in the corridor.

Features of this process included more frequent and open meetings as part of the Community and Agency Involvement Program, comprehensive agency representation for study oversight, council briefings during each element of the project, and an emphasis on graphical communication to convey technical information related to design options and elements.

The predesign study process was composed of five major tasks (see the graphic below). The first of these tasks identified the issues to be addressed with the project. Both advisory groups and the general public provided input on project issues. Some of the most frequent issues raised were safety, neighborhood preservation, and aesthetic improvement. The second major task was developing design options to be combined into design alternatives. Each design option was selected to address the major project issues identified in the first task. Investigations into each of the 12 design options produced a technical memorandum to aid the committees in their consideration of alternatives. Design option investigations included transit and HOV amenities, traffic operations, and right-of-way issues. Using the information gained from the design-option investigations, and public input from two open houses, the advisory committees defined three distinct design alternatives.



Study Alternatives

The advisory committees collaborated to develop three design alternatives for evaluation in determining the preliminary preferred alternative. These design alternatives represented a range of concepts from a regional, high-capacity focus, to a local focus with limited expansion in capacity.

The first of these alternatives (Alternative 1) kept the roadway in its existing configuration with the addition of sidewalks, landscaping, and urban design amenities. This alternative also included some on-street parking pockets, bus pullouts, and queue-bypass lanes at intersections to separate buses from general congestion.

The second alternative (Alternative 2) added a business access and transit lane in each direction, sidewalks, landscaping, and urban design amenities. In addition, the existing two-way left-turn lane was converted to a focused left-turn and pedestrian-refuge area that includes some landscaping. This alternative also included additional signalized intersections and pedestrian crossings.

The third alternative (Alternative 3) proposed converting Aurora Avenue North from a major urban arterial to a limited-access expressway. In this alternative, frontage roads would provide local access, while access to and from Aurora Avenue North would be restricted to interchanges located along the segment. These intersections would be grade separated, as would pedestrian crossings.

Evaluation of Alternatives

The three design alternatives were evaluated against 13 criteria relating to environmental, economic, mode-choice and traffic operations factors. Criteria included, for example, funding feasibility, water quality implications and pedestrian safety improvement. Each alternative was assigned a rating for each criterion. The results of the evaluation found that Alternative 2 would be most easily funded. Alternative 1 was found to be slightly better than Alternative 2 for economic development, based on access issues. Alternative 2 was slightly more costly than Alternative 1($48M for Alternative 1 vs. $52M for Alternative 2), and Alternative 3 has costs three times that of Alternative 2. Alternative 1 creates significant traffic spillover onto parallel north and south streets, while Alternative 2 maintains a distribution similar to existing conditions.

Transit benefits most in Alternative 2, especially in measures of travel time and reliability. Transit travel time along the segment with Alternative 2 is expected to average 12 minutes versus 23 minutes with Alternative 1. In terms of schedule reliability, Alternative 2 would achieve an average schedule variation of less than one minute, while Alternative 1 would vary, on average, up to five minutes. Alternative 2 provides the safest pedestrian environment and best traffic operation.

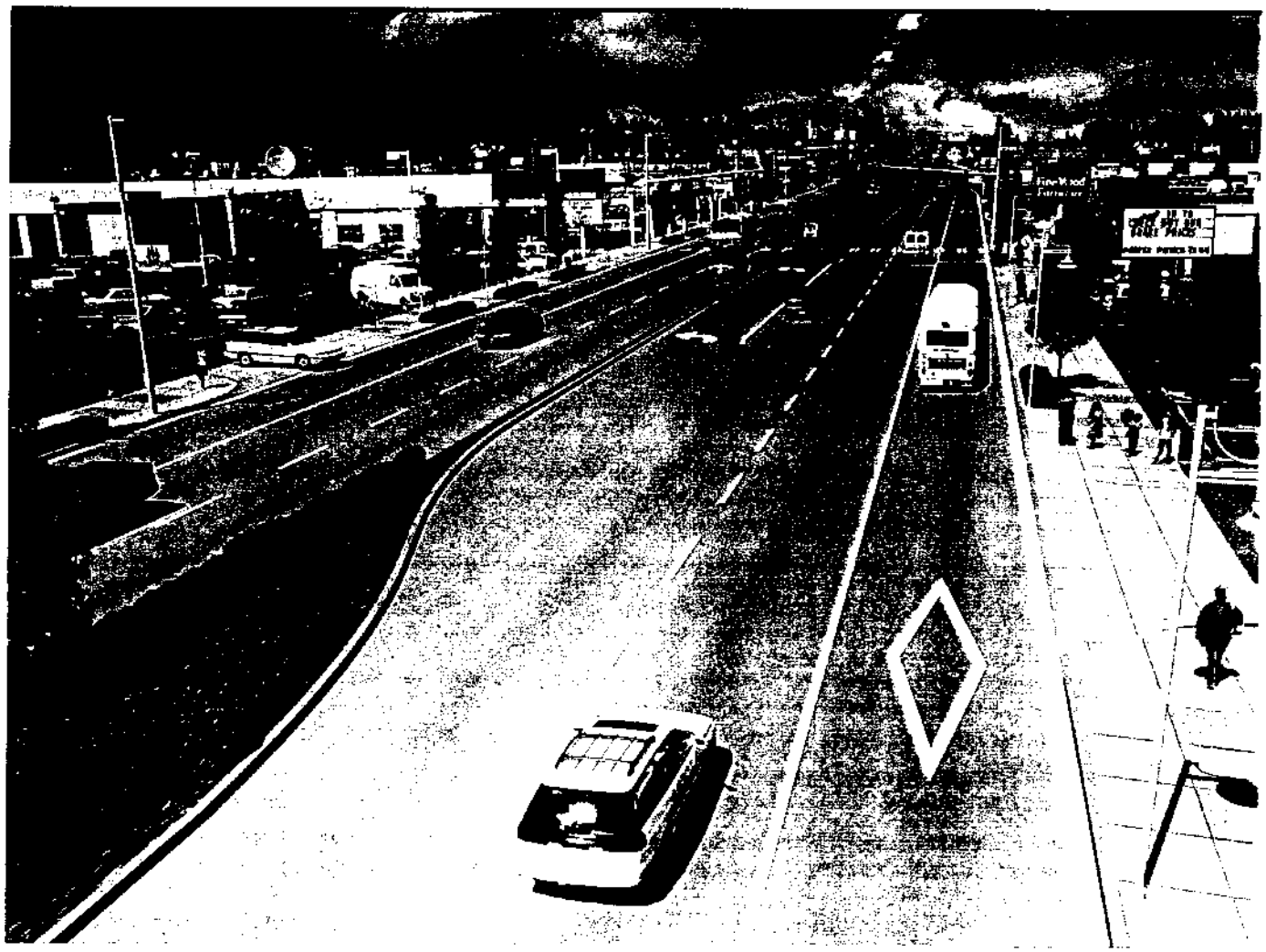
Public input received at an open house favored Alternative 2 slightly more than Alternative 1, and gave little support to Alternative 3. The Citizen's Advisory Task Force and the Interagency Technical Advisory Committee unanimously supported Alternative 2, with enhancements to improve that design concept.

Preliminary Preferred Alternative

The results of the pre-design study process is a Preliminary Preferred Design Alternative that the Citizen's Advisory Task Force has recommended the City Council for advancement into preliminary design engineering and environmental review. This alternative is based on Alternative 2 with added enhancements. It provides a balance between regional and local movements, and between modes. The Preliminary Preferred Alternative will be studied for both NEPA and SEPA compliance.

The Preliminary Preferred Design Alternative was developed based on input from the Citizen's Advisory Task Force, the Interagency Technical Advisory Committee, the general public, and the results of the comparative evaluation of alternatives. The proposed design concept achieves many of the City of Shoreline's goals for the project and achieves a balance between right of way and business impacts, pedestrian and traffic improvements, aesthetics, transit operations, and construction cost. It proposes to provide two general-purpose lanes in both northbound and southbound directions, and a business-access and transit lane, also in both directions. Center, focused left- and u-turn lanes will be provided along with pedestrian crossings with center refuge areas. Additional intersection improvements are also recommended. The Preliminary Preferred Design Alternative maintains acceptable traffic operations for the future, provides a system to support pedestrian safety and walkability, significantly improves transit operations and improved appearance over existing conditions.

The computer-enhanced photographic simulation below depicts the proposed design concept.



Council Meeting Date: August 23, 1999 **Agenda Item: 8(b)**

CITY COUNCIL AGENDA ITEM

CITY OF SHORELINE, WASHINGTON

AGENDA TITLE:	Richmond Beach Saltwater Park Bluff Trail Bid Acceptance
DEPARTMENT:	Parks, Recreation & Cultural Services Department
PRESENTED BY:	Kristoff T. Bauer, Assistant to the City Manager

EXECUTIVE / COUNCIL SUMMARY

In December 1998, staff presented to your Council a compromise project designed to resolve concerns of adjoining property owners, trail advocates, and the greater community regarding past development and continued use of the Richmond Beach Saltwater Park bluff trail ("Trail"). Final design and permitting of that project is nearing completion and the bids on the construction of the first phase of this project will be received on August 19, 1999. Staff seeks Council authorization to award the project to the low bidder to be presented to your Council during the presentation on this issue.

As your Council may recall, the proposal included a combination of Trail lowering, berming, plantings, benches, Trail lengthening and other improvements designed to improve the accessibility and value of the trail while resolving property and impact issues of adjoining property owners. (See Attachment A) The estimated cost of the proposed improvements based upon the preliminary design presented in December was $107,178 (itemized below).

Fence Extension at Trailhead	$ 3,500	
Sign, Kiosk, Trailhead Improvements	$ 7,000	
Trailhead Improvements		**$ 10,500**
Benches		**$ 5,040**
Shrub & Groundcover Planting	$ 36,456	
Drip Irrigation for Shrubs	$ 5,208	
Boundary Markers	$ 5,880	
Clarify Boundary		**$ 47,544**
Lower Trail & Create Berm		**$ 30,590**
Meadow Loop (Extend Trail at Viewpoint/Secondary Meadow)		**$ 8,400**
Contingency (5%)		**$ 5,104**
Total Estimate		**$ 107,178**

For permitting and bidding purposes the project has been split into two phases both scheduled to be completed this year. The first phase includes all groundwork, planting and irrigation related to the main trail and its extension and the installation of seating walls and boundary markers. The second phase will include improvements to the Trail entrance area including an improved entrance gate, fencing, an informational kiosk, and

a standard bench(es). The second phase was separated due to the fact that second phase improvements:

1. can't be completed until after the first phase improvements are completed,
2. may require a building permit (depending on final design),
3. will require different trades (concrete and fencing as opposed to landscaping), and
4. should be designed with regard to remaining budget funds after the award of the first phase contract.

Final design on the second phase will be completed in early September and construction will begin in October following the completion of phase one as closely as possible.

Fiscal Impact

The City's CIP currently has budgeted $155,220 for this project ($13,000 pre-design, $25,000 design, $117,220 construction). A total of $38,000 has been expended or encumbered to date for permits, staff oversight, survey, and design. This leaves approximately $117,220 of budgeted expenditure authority. The current architect's estimate of the cost for items put out for bid in phase one is $76,363. If bids are within this amount, then total construction cost will be within the pre-design estimate of $107,178 itemized above (see Attachment B[1]) and within the budgeted CIP amount. Actual bids will be presented to Council during the staff presentation on this issue.

RECOMMENDATION

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 change orders necessary to address unforeseen issues related there to that do not increase the cost of the contract by more than 15%.

Approved By: City Manager LB City Attorney N/A

ATTACHMENTS

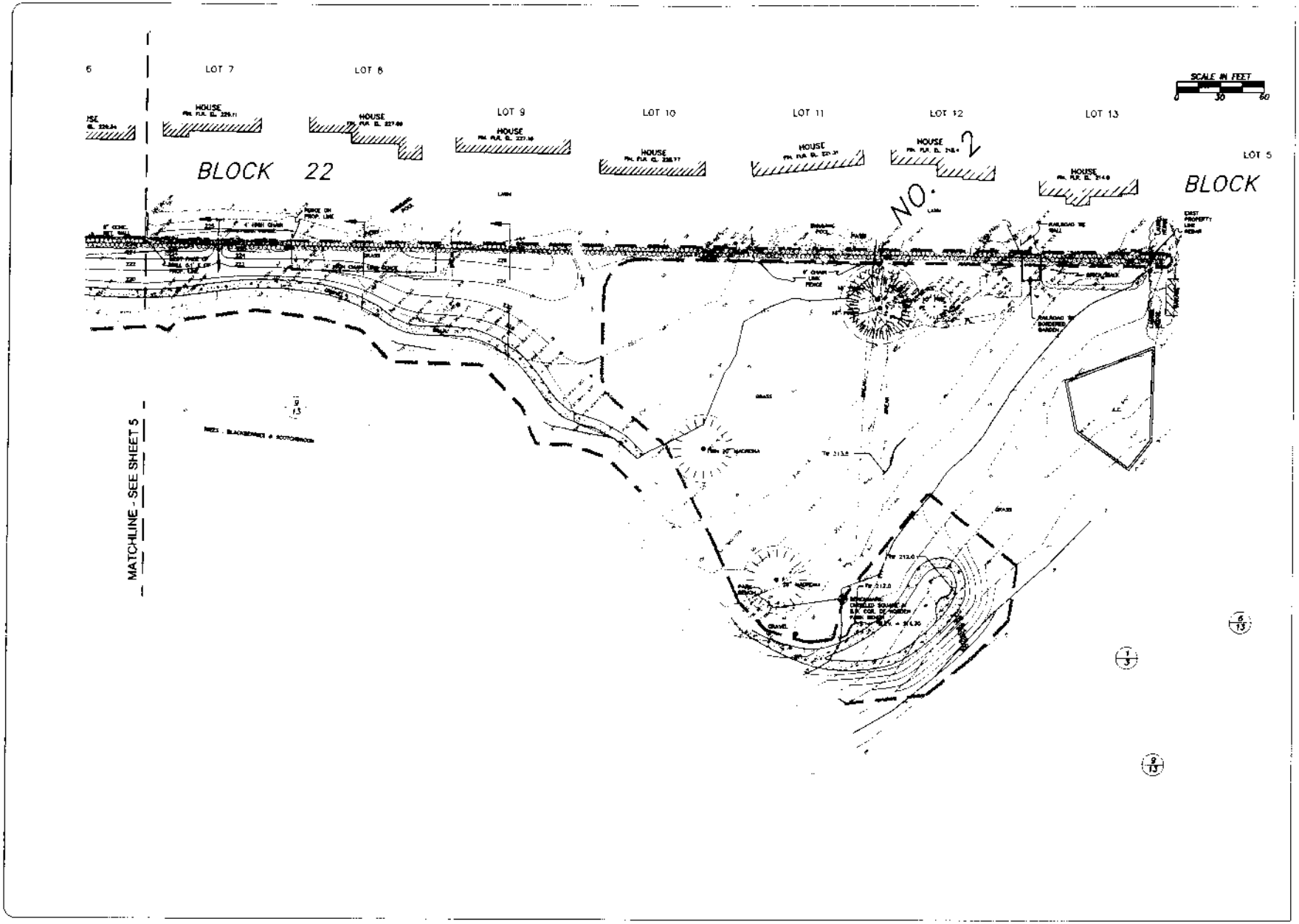
A. – Construction Drawings Of Phase One Trail Improvements
B. – Bluff Trail Bid Line Items & Revised Budget Summary

[1] Note that the cost estimate provided in Attachment B includes $20,000 for design costs that is included in the $38,000 total of current expenditures and encumberances.

Attachment A

Construction Drawings Of Phase One Trail Improvements

Please note that these drawings are excerpted from the full construction plan set for illustrative purposes and do not completely represent all actions and conditions associated with the project



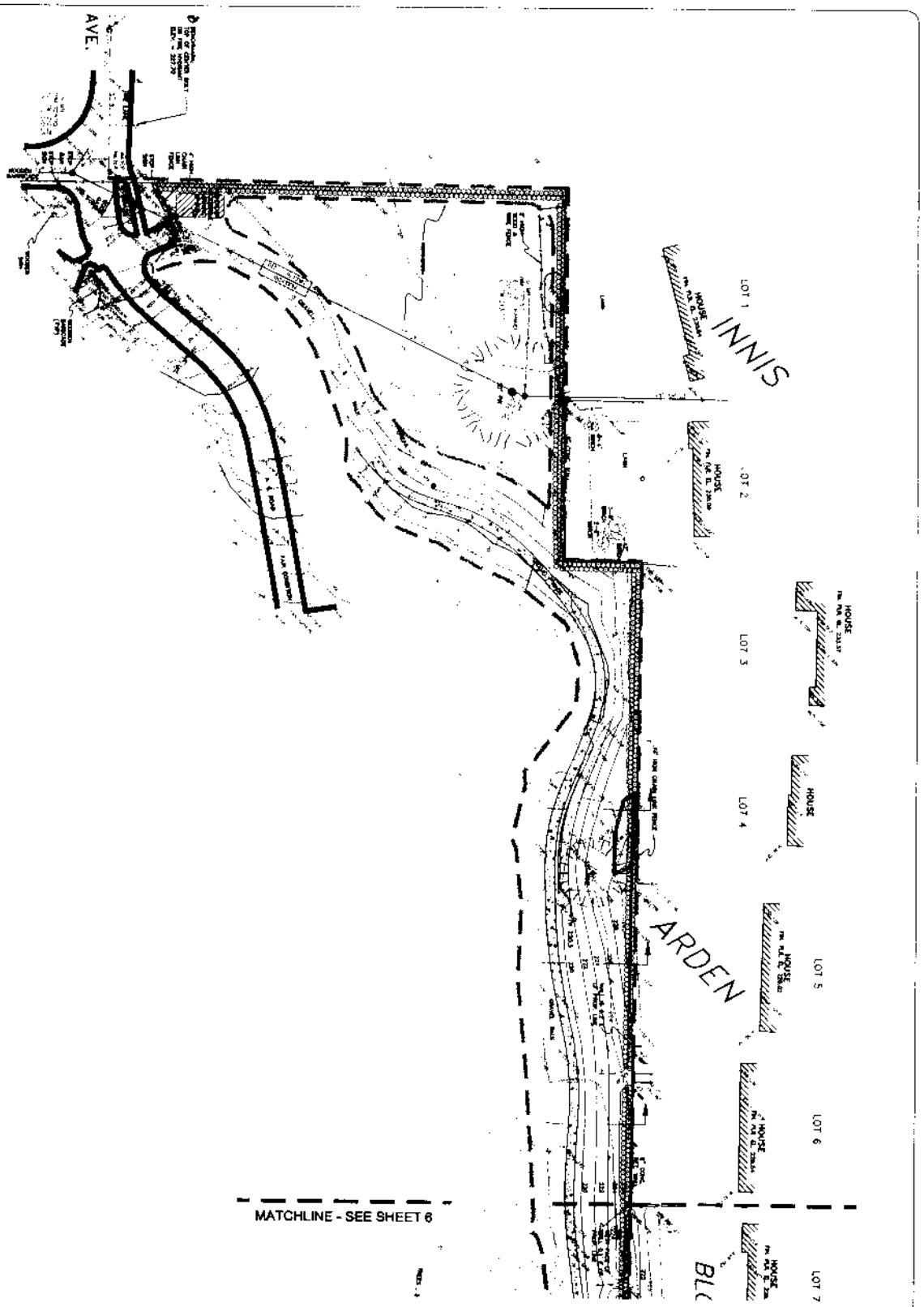
Richmond Beach Saltwater Park
Grading & Drainage Plan

City of Shoreline
17544 Midvale Avenue North
Shoreline, WA 98133-4921
Michael A. Gibbons, City Engineer (206)546-8867

DESIGNED M.IS./DLE
DRAWN SLW
CHECKED JKD
APPROVED
SCALE 1"=30'
DATE JULY 30, 1999
SHEET NO

NO.	REVISIONS	DATE	BY
1		8/24/99	RWB

JOB NO SH10001.15
DRAWING NO SH10001



Richmond Beach Saltwater Park
Grading & Drainage Plan

City of Shoreline
17544 Midvale Avenue North
Shoreline, WA 98133-4921
Michael A. Gillespie, City Engineer (206)546-8887

NO.	REVISIONS	DATE	BY

JOB NO. SH0001 DRAWING NO. SH000114

Attachment B

Bluff Trail Bid Line Items & Revised Budget Summary

Bluff Trail Phase One Bid Line Items & Est.

08-Aug-99

ITEM DESCRIPTION	APPROX QUAN	UNIT	UNIT PRICE	AMOUNT	
Mobilization	1	LS	$2,000.00	$2,000	
Clear & Grub	12800	SF	$0.10	$1,280	
Silt Fencing	1500	LF	$4.00	$6,000	
Shrubs - 2 gallon	907	EA	$20.00	$18,140	
Hydroseed above trail	35600	SF	$0.06	$2,136	
Hydroseed below trail	14100	SF	$0.12	$1,692	
Gravel @ Main Path (4")	66	CY	$25.00	$1,650	
Gravel @ Lower Loop (4")	33	CY	$25.00	$825	
Topsoil @ Hydroseed Areas (2")	310	CY	$25.00	$7,750	
Bark Mulch @ Shrubs (2")	60	CY	$25.00	$1,500	
Irrigation for Shrubs	1	LS	7000	$7,000	
Seating Wall Benches	70	LF	$30.00	$2,100	
Grading along trail	1500	CY	$5.00	$7,500	
Boundary Markers	15	EA	$200.00	$3,000	
Protection Fencing @ Seed Areas	3,200	LF	$1.00	$3,200	
Tax 8.5%				$5,049	Not a bid line item
Net Total				**$70,822**	
Contingency (@5%)	0.05		$70,822	$3,541.08	Not a bid line item
Geotect Grade Observation				$2,000	
Base Bid Total				**$76,363**	**Total Bid Estimate**
Trail Head Improvements (9-98 est.)			$10,500	$10,500	2nd Phase
Total w/Trail Head Impr.				$86,863	
Cosmopolitan (A&E Contract $)			$20,000	$20,000	**Existing Contract**
Total Estimated Construction				**$106,863**	

Council Meeting Date: August 23, 1999 **Agenda Item: 8(c)**

CITY COUNCIL AGENDA ITEM
CITY OF SHORELINE, WASHINGTON

AGENDA TITLE:	Approval of the 2000-2002 Joint Agreement with King County for the administration of the City's CDBG program.
DEPARTMENT:	Health and Human Services
PRESENTED BY:	Rob Beem, Health and Human Services Manager Rachael Markle, Grant Specialist

EXECUTIVE / COUNCIL SUMMARY

At your August 16 meeting staff brought forward a report that discussed how for the past three years the City of Shoreline has received Community Development Block Grant (CDBG) funds as "Pass Through" city and member of the King County CDBG Consortium (Consortium). The agreement that governs the City's participation as a member of the Consortium expires at the end of this year. Over the past three years the City's CDBG has ranged from $320,297 to $331,890

The U.S. Department of Housing and Urban Development (HUD) notified the City that, based on updated U.S. Census figures the City's population has exceeded 50,000. For purposes of the CDBG, Shoreline is now deemed an "Entitlement Community." As such, the City has the option of receiving its CDBG directly from HUD or remaining a member of the Consortium. At the time this analysis was prepared, HUD had yet to provide an estimate of the amount of Shoreline's CDBG funding. To meet HUD established deadlines new agreements must be transmitted to King County by August 25, 1999. Due to the timing of this deadline, staff wanted to bring this information to your Council at the earliest opportunity, on August 16. Any changes recommended by your Council from the staff recommendation in that report will be brought forward to the August 23 meeting if necessary.

A decision to accept its CDBG directly or to remain a member of the Consortium hinges on the following factors (See Attachment A for a comparison matrix):

1. *Which option provides the most money for use to benefit Shoreline residents?* Staff estimates that the City will receive between $345,000 and $365,000 as its separate entitlement. As a Consortium member, the City is guaranteed to receive $334,500. Even with the higher amount of funding as a separate entitlement the City would see slightly less funding available for human services and would not be able to cover all administrative costs. In addition, as a member of the Consortium, residents and businesses have access to loans and loan guarantees over and above what is available through the annual grant. As a separate entitlement this access would be virtually eliminated.

2. *To what degree does a separate entitlement give the City increased flexibility in its use of CDBG funds*? Under the current and proposed Consortium rules, the City determines how to allocate all funds used for projects within Shoreline. As a separate entitlement the City would have the opportunity to develop its own

economic development loan and loan guarantee programs. These could be tailored specifically to Shoreline's unique needs. This increased flexibility is balanced by the potential access to larger amounts of funds as a member of the Consortium. To date no Shoreline programs and businesses have sought this type of funding. There does not appear to be local demand that would warrant Shoreline's establishing a separate set of loan and loan guarantee programs. Receiving the CDBG direclty from HUD provides no significant increase in flexibility the use if CDBG funds

3. *Are revenues sufficient to cover the costs of any increased administrative requirements that come with being a separate entitlement community?* In order to receive its own entitlement, Shoreline would take on the following increased administrative responsibilities: development of a Housing and Community Development Plan, direct management of all CDBG capital projects, online annual and quarterly reporting to HUD, online reimbursement requests and reports, preparation of the Annual Action Plan, conducting additional public hearings, developing a working relationship with HUD, and preparing for an annual audit of the City's CDBG program. These tasks would require adding an additional .5FTE on an ongoing basis and adding a .3FTE for the 9 months it would take to develop the Housing and Community Development Plan. Staff estimates an increase in revenues available for planning and administration of from $13,000 to $31,500. These are insufficient to support the increased staff costs.

4. *The impact on the City's ability to pursue your Council's Goals and existing work program.* Taking on this new responsibility would significantly reduce the time that the Health and Human Services Manager has allocated to developing a Human Services Strategy, a two year funding cycle and following though on your Council's Goal 4. The Grant Specialist's time now devoted to preparing and managing grant applications and other assignments would be reduced in half for the 6-12 months in order to meet HUD's planning requirements

Finally, until the uncertainty surrounding the potential impact of Initiative 695 is resolved staff does not recommend making a decision that requires adding permanent FTE's.

Receiving the CDBG directly from HUD does not increase the net resources available nor does it give the City any significant increase in flexibility it how it uses CDBG funds. Remaining a member of the King County CDBG Consortium does not diminish the City's annual CDBG funding and allows staff to remain dedicated to their current work plan items. Staff recommends entering into a Joint Agreement with King County to administer the City's entitlement.

RECOMMENDATION

Staff recommends that your Council 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.

Approved By: City Manager LB City Attorney

Comparison of Locally Administering the City's Entitlement to Entering a Joint Agreement with King County to Administer the City's Entitlement

Avaliable CDBG Funding

As a member of the Consortium Shoreline will receive an estimated $334,500 in FY 2000. HUD has not provided an estimate of Shoreline's CDBG amount. Staff estimates that the City will receive between $345,000 and $376,785. Note that all projections are estimates and are subject to modification once the Federal Budget for FY 2000 is passed. The following illustration shows the differences in the amounts of money the City can use for the specific categories of CDBG activities as a Consortium member or as a separate entitlement community.

USE OF FUNDS	CONSORTIUM MEMBER	SEPARATE ENTITLEMENT[2]	DIFFERENCE
Public/Human Services	$58,064[1]	$51,750	$-6,314
Housing, Capital Projects, Economic Development	$222,997	$224,250	$1,273
Planning and Administration	$53,459	$69,000	$15,541
Total Funds Available	$334,500	$345,000	$10,500

1. Does not include $15,702 currently allocated for the Consortium Housing Stability Project that benefits Shoreline residents. As an entitlement community these funds would be available for other public services uses.
2. This illustration assumes the City would receive $345,000 as it's separate entitlement.

In addition to the funds available for Shoreline to allocate directly, as a Consortium member, the Shoreline community is eligible to participate in the Housing Stability Project, the Emergency Facility Repair Program and region wide economic development programs. In the past year Shoreline residents and programs have made use of the first two programs. As a separate entitlement city, Shoreline community members would not have access to these sources of support.

Staffing Requirements for Entitlement Status

The City presently uses 70% of one full time employee FTE) to administer the CDBG "pass-through" program. Cities already accepting entitlements indicate that it takes 1.2- 1.5 FTE devoted entirely to CDBG administration with some support services from their Finance and Planning departments to handle the responsibilities of administering an entitlement grant. The additional duties that staff would need to assume under entitlement status are: preparation of the Housing and Community Development Plan, management of all CDBG capital projects, annual and quarterly reporting to HUD; online reimbursement requests and reports; preparation of the Annual Action Plan; conducting additional public hearings; and preparing for an annual audit of the City's CDBG program. Also, if the City were to develop a Section 108 Loan and/or Float Loan programs, additional professional staff time would be required to manager these programs.

If the City administers its entitlement, it would have an additional $15,500 for planning and administration. Devoting even 1.2 FTE to the administration of the CDBG would either require us to devote all of the time of our grant specialist and an increased portion of the Health and

Human Services Manager to the CDBG or hiring additional staff. Shifting the work program of the Grant Specialist would reduce time that has been productively spent securing funds to implement the Transportation and Parks CIP. Even with new staff, gearing up to administer a separate CDBG would significantly reduce the time that the Health and Human Services Manager has allocated to developing a Human Services Strategy, a two year funding cycle and following though on your Council's Goal 4.

With the possibility of Initiative 695 passing in November, staff is reluctant to create a new position unless it is absolutely necessary to fulfill core programs and services. The cost of the additional staff necessary to administer an entitlement locally would exceed the additional $15,541 received.

Planning

If Shoreline opts to become a separate entitlement community the largest immediate impact on staff resources is the need to develop a Housing and Community Development Plan. Presently, Consortium cities have very little responsibility for the development of the H&CD Plan. The extent of our involvement with the process has been to attend a Consortium meeting where the pass-through city's CDBG Coordinators and the King County Housing and Community Development Program staff developed Consortium wide outcomes to define what types of projects would be eligible to receive Consortium funds. These outcomes were inserted in the H&CD Plan. The Consortium cities have also been asked to review and comment on the Draft H&CD Plan.

Being an entitlement city would require that we prepare our own H&CD Plan. The H&CD Plan is due to HUD by November 15, 1999 to ensure that a jurisdiction's program can begin in January, but can be submitted as late as August 16, 2000. Plans for a City our size would range from 50-70 pages. The initial development of this plan would take an estimated 500-600 hours of staff time. In subsequent years the plan would be updated by preparing the Action Plan, which would require less staff time. The plan includes:

- Community Profile
- Citizen Participation Plan
- Analysis of impediments to fair housing
- Needs assessment of community development activities
- Resources available to meet the needs
- Strategic plan to meet priority needs
- Annual one year Action Plan
- Computer generated maps of project locations

Citizen Participation

Citizen participation is required to receive and allocate Federal funds. As a pass through City, we hold public hearings to discuss and receive comments on proposed funding availability, strategies, recommended projects, and project/plan amendments. These public hearings are preceded by the placement of advertisements in local newspapers and the strategic posting of hearing announcements. Entitlement cities must also advertise and conduct approximately the same number of public hearings. There is little additional work involved over and above what the City does today.

Environmental Review

As a "pass-through" or entitlement city administered by the County, we collect the information to prepare the Environmental Assessment and Statutory Checklist for all capital projects recommended for funding. This information is submitted to King County to ensure the projects meet National Environmental Protection Act (NEPA) standards. In addition to preparing the Statutory Checklist and Environmental Assessment, if the City administers its own entitlement it would also assume the responsibilities of HUD for purposes of compliance with the National Environmental Policy Act. This is both time consuming and a limited additional liability for the City.

Construction Management

As a "pass-through" or entitlement city administered by King County, the County performs the majority of construction management duties. The City only plays a role in managing the internal capital construction projects. Internal management primarily pertains to billing and reporting. King County, as the administrative agent is responsible for ensuring that projects are in compliance with the Davis Bacon* and related acts; affirmative action requirements, on-site project monitoring, and compliance with Section 3. Compliance with these various Federal requirements results in work on each individual contract as well as the preparation and filing of annual reports to HUD on compliance with labor standards. These duties would become the City's if we administer our own entitlement.

*Davis-Bacon Requirements: Contractors and subcontractors selected must be paying employees at least the Federal prevailing rate by job category. It is the responsibility of the project manager to verify and report on this. Job site interviews of all types of project contract and subcontract employees must be conducted to ensure compliance with the Davis - Bacon Act. In addition, the project manager must collect payroll verification forms from the contractor/subcontractor.

Reporting

Currently, the City requires each agency contracting to provide public services using CDBG funds to submit a quarterly progress report. This gives the agency the opportunity to report their progress implementing the contractual scope of work. Payment vouchers and verification are also submitted quarterly. Payment of the voucher is dependent upon the agency showing progress in the Quarterly Reports relating to the implementation of the scope of work. Entitlement jurisdictions collect and report the same information directly to HUD using a specialized HUD software program IDIS. Recent experience in other communities indicates that this process is a timely and confusing one mostly due to the difficulty of the IDIS software. If the City signs a Joint Agreement with the County to administer its entitlement, the County will continue to provide quarterly report and billing data and annual performance reports to HUD.

Accounting/Finance

As a pass through City, we collect vouchers for payment for public service providers, internal construction projects, and planning/administration. The information on the vouchers is then used to fill out the King County voucher. The King County voucher is forwarded to King County for review and payment to the City of Shoreline. King County requests reimbursement electronically from HUD.

As an entitlement City, project vouchers would be collected, but the City would then submit the payment request electronically to HUD, instead of manually to King County. Additional entitlement responsibilities include: submitting quarterly cash transaction reports to HUD on the funds drawn, expenditures, and program income; submitting annual performance reports on

individual projects, expenditure, and reconciliation of funds; and tracking recaptured funds and program income from projects and determining how the funds will be reallocated.

This direct relationship with HUD typically is the responsibility of a city's treasury function within the Finance Department. This is an added responsibility.

Housing Repair Program

The City of Shoreline has approximately $196,366 CDBG dollars in the King County Housing Repair fund. The Housing Repair fund provides persons with low to moderate incomes with grants/loans for critical home repairs. The maximum amount of grant/loan available per person is $13,500. King County staff perform all services on a loan from marketing the program to underwriting, to inspections and construction supervision.

Since 1997, $185,125 has been granted/loaned to Shoreline residents. The City pays King County 15% of the funds loaned to Shoreline residents for administering the program. This equates to $27,768 paid in administration fees since 1997. There are 18 applications pending as of June 16, 1999.

The City would not automatically be eligible to participate in this program as an entitlement city. However, there are options, such as: (1) Contract with the King County Housing Repair Program to provide the same services we are currently receiving. King County has stated that they would be willing to contract for this service; (2) Do a combination program where the City performs the administration and promotion of the program, but contracts with another entity such as the King County Housing Authority to do actual repairs (ex. City of Auburn); or (3) Initiate with CDBG funds our own Housing Repair Program, which would encompass administration, promotion, and some repairs (ex. City of Kent).

The funds allocated through the King County Housing Repair Program are loans or emergency grants. These loans are generally at zero interest and only have to be repaid when the property is sold. When the loans are repaid they are termed as program income. Program income from the Housing Repair Program returns to a "pass-through" city's fund. However, if the City is no longer a member of the Consortium, the program income is allocated to the County and Small Cities Fund. Therefore, technically we would not be eligible to recover approximately $185,125 we have already loaned out.

If the City decides to leave the Consortium, the options for using the remaining funds in the City's Housing Repair fund account are as follows: (1) King County, as the agent designated by the City of Shoreline to administer these funds, could find an acceptable non profit agency, including, but not limited to, an entity such as the King County Housing Repair Program to administer the funds; (2) Just prior to leaving the Consortium, the City could identify an eligible local capital or housing related CDBG project to use the remaining funds; or (3) the City of Shoreline could request that King County select the City as an acceptable entity to receive the funds and develop/operate its own Housing Repair Program.

OTHER PROGRAMS/SERVICES AVAILABLE TO CONSORTIUM MEMBERS

Economic Development

The King County Consortium operates some regional economic development programs. These programs include the Float Loan Program and Section 108 Loans.

CDBG Float funds are part of an entitlement jurisdiction's CDBG line of credit that are not currently being used, but have been allocated for a specific project. The CDBG regulations provide that a grantee may make use of the funds in its float for the period during which they will

not be otherwise needed for the activities, which they are budgeted, provided certain safeguards are taken. Shoreline can participate in the King County program via signing the CDBG Joint Agreement or can administer its own Float Loan program with its entitlement. If the City or other eligible Shoreline applicant requests a Float Loan via the Consortium, Shoreline's project will be in competition with the other Consortium jurisdiction's projects.

Section 108 Loan Guarantees:

Section 108 provides HUD with the authority to pledge the "full faith and credit" of the U.S. Government as a means of guaranteeing loans under the CDBG program.

1) A jurisdiction may guarantee loans for up to **five** times its annual entitlement under this authority.

2) The proceeds from loans guaranteed under this provision may be used only for activities specifically eligible under Section 108, which include many of the same activities that other CDBG funds may assist (exceptions: proceeds may not be used for Planning and Capacity building, program administration, and public services).

3) The grantee must pledge its future grants under the CDBG program as security for the loans; and

Shoreline can participate in the King County program via signing the CDBG Joint Agreement or can administer its own Float Loan program with its entitlement. However, utilizing these tools/funds requires extensive planning, promotion, and management. There are also risks involved with managing a loan program and without prior planning and research, there is no way to determine if there are even potential projects that would qualify for the loans. A new staff person would have to be hired or an existing staff person would have to be reassigned to manage the entitlement loan programs. By remaining in the Consortium, the City still has access to the same economic development loan funds on a competitive basis. If the City participates in the Section 108 program via the Consortium, the Consortium assumes all risk and all administrative costs.

Housing Stability Program

The Consortium has approved a $300,000 set aside off of the top of the Consortium wide entitlement to support the Housing Stability Program. This program provides financial assistance between $150 - $2,500 as a "stop gap" measure to thwart an eminent threat that would leave a family homeless. Eminent financial threats include unemployment, emergency medical situations, death, divorce, etc. Typical forms of assistance include covering house payments to avoid foreclosure or a rent payment to avoid eviction.

In 1998, the Housing Stability Program served nine (9) City residents for a total of $9,915. Shoreline's portion of the set-aside is an estimated $13,200. Therefore, if calculations are correct, the citizens of Shoreline should be receiving $11,220 in assistance + a 15% administrative fee per year to receive maximum benefits. Based on the preceding calculation, the City appears to be receiving 8% less service than it has paid for.

If the City leaves the Consortium, Shoreline will no longer be a part of this program. If the City would like to provide these or similar services, there are at least two viable options: (1) The City could contract directly with the Fremont Association to continue this service; or (2) the City could contract directly with an agency like Catholic Community Services or the Multi Service Center of North and East King County to distribute funds for the stabilization of housing. As a consortium member, funds allocated to this project do not count towards our public services cap of 15% of the CDBG funds. As an entitlement community, if Shoreline opted to participate in this program, this spending would count towards the 15% cap.

Recaptured Funds
Recaptured funds result from project under-runs or cancellations Consortium wide. As an entitlement City, we would not be eligible to receive funds recaptured from projects we funded while in the Consortium unless we sign a three-year Joint Agreement with King County to administer our entitlement. In 2000, Shoreline will receive an estimated $6,500 in recaptured funds.

SUMMARY
For the past three years the City has been a member of the King County CDBG Consortium as a "pass through" city. Shoreline is now an entitlement community for the purposes of receiving CDBG funds. The City has a two options for receipt and administration of the CDBG: Join the King County CDBG Consortium as an entitlement city or receive and administer the CDBG separately.

Though HUD's has not provided the City with an indication of the total amount the CDBG staff's conservative estimate is $345,000. By joining the Consortium, the City is guaranteed at least $334,499 already estimated for the City as a "pass-through" jurisdiction. The Joint Agreement also includes a provision that the City may receive its entitlement amount minus its pro rata share of King County's administrative fees and the Housing Stability set aside (if elected) if this amount is larger than the $334,499. As a separate entitlement community, the funds available for allocation to projects in Shoreline remain essentially unchanged. The costs to administer the grant separately exceed the amount of increased revenue the city will receive as a separate entitlement community.

In terms of local control, the Consortium's Goals and Objectives, which dictate what types of projects are eligible to receive Consortium CDBG funds, is very broad, and support local community, health and human service, and housing development goals, strategies, and objectives. The City is also able to select, fund, and manage public service and capital projects locally. The City has much flexibility and local control as is needed as member of the Consrtuim.

With King County's assurance that the City will receive the greater amount of our pass through or our entitlement, less administrative costs, and not finding any constraints to local control with King County being designated as the administrator of the city's entitlement and remaining in the Consortium, staff recommends entering a Community Development Block Grant Joint Agreement with King County for 2000-2002.

RECOMMENDATION
Staff seeks Council consensus for the City to enter into the 2000-20002 Community Development Block Grant Joint Agreement with King County to administer its CDBG entitlement and to remain a part of the King County Consortium.

ATTACHMENT A

Comparison of Signing a Joint Agreement with King County to Locally Administering the Entitlement

Issues	Joint Agreement with King County	Separate Entitlement
1. Local Control	City selects eligible projects based on their city's discretion; city has dedicated source of funds. The City is subject to entitlement set-asides.	City selects eligible projects based on their city's discretion; city has dedicated pot of funds. The City is not subject to set-asides
2. Total Amount of Funds (assumes a federal entitlement to King County of $7 million)	Approximately $334,500 in total (this figure includes $15,702 in recaptured and program income funds or amount of federal entitlement minus administrative costs to King County (whichever is higher).	Approximately $345,000 in total (King County's estimate based on Federal Way's 1999 entitlement-not official) or $376,785 (based on staff estimate using present share of the Consortium entitlement + estimated administrative and set asides paid to King County); no recaptured or program income funds will be available.
a. Maximum Amount of the Total to be used for Public (Human) Services	a. $58,064 + $16,8320 of Housing Stability Project (HSP) funds which the City can allocate to public services projects or keep in the HSP fund for city residents.	a. $51,750-$56,517 (15% of entitlement). Shoreline residents would not have access to Consortium's Housing Stability Program without a separate contract with King County.
b. Maximum Amount of the Total to be used for Planning & Administration	b. $53,459 for city's CDBG planning activities. County assumes responsibility for overall administration of the Consortium's CDBG Program.	b. $69,000 - $75,357 (20% of entitlement) for city's CDBG planning activities and administration of their CDBG Program.
c. Program Income	c. Program Income and recaptured funds accounted for $15,202	c. The City would not be eligible to receive these recaptured funds or program income on CDBG dollars expended as a "pass-through" City.

Issues	Joint Agreement with King County	Separate Entitlement
3. City staff support needed	1 FTE plus a portion of fiscal, management and support staff. County provides most administrative responsibilities. • responsibility for annual and quarterly reporting requirements • direct liaison with the County, which includes at a minimum attending monthly meetings of the Joint Recommendations Committee • technical assistance to private nonprofits.	1.2-1.5 FTE plus portion of fiscal, management and support staff. City is responsible for overall administrative responsibilities: • monitoring compliance with applicable federal regulations, including construction monitoring • fund management and planning activities • responsibility for annual and quarterly reporting requirements • direct liaison with HUD • technical assistance to private nonprofits.
4. Planning	City conducts a needs assessment to identify priority needs. The County, with input from the cities, adopts consortium-wide objectives to address priority needs The City may adopt additional local program criteria to address priority needs. City adopts projects, which further the objectives and meet local needs.	City is responsible for the development of their H&CD Plan. Plan includes a community profile, citizen participation plan, needs assessment of community development activities, resources available to meet the needs, a strategic plan to meet priority needs, and an annual one-year Action plan of proposed projects.
5. Citizen Participation	The City conducts an abbreviated citizen participation process, which includes Council public hearings on availability and proposed use of funds. The County is responsible for meeting the overall citizen participation requirements.	City meets all the citizen participation requirements. These include notifying the public about the amount of federal funds available, the proposed H&CD Plan, the one year Action Plan, any amendments to the Plans, performance reports, and availability and proposed use of funds.
6. Eligibility Review	City conducts a process for selection of eligible projects. The County is ultimately accountable to HUD on eligibility of proposed activities.	City conducts a process for selection of eligible projects and determines whether their projects are eligible. The City is ultimately accountable to HUD on eligibility of proposed activities.

Issues	Joint Agreement with King County	Separate Entitlement
7. Environmental Review (National Environmental Protection Act)	City conducts environmental assessments for their proposed projects. The County is accountable to HUD for ensuring compliance with NEPA.	City conducts environmental assessments for their proposed projects. The County is accountable to HUD for ensuring compliance with NEPA.
8. Contracting	City has flexibility to contract directly with nonprofits.	City must contract directly with nonprofits. City is responsible for monitoring projects, processing payments and reporting to HUD.
9. Construction Management	The City administers internal projects. The City can choose to have the County administer their nonprofit construction projects.	City administers internal and nonprofit construction projects.
a. Davis Bacon and related acts	City has no responsibility.	City does the monitoring & record keeping to ensure that contractors comply with federal wage rates and labor standards.
b. Affirmative Action	City monitors for compliance with city statutes, if applicable.	City monitors for compliance with both federal and city statutes, if applicable.
c. Construction Monitoring	City monitors internal construction projects and has no responsibility for nonprofit construction project monitoring.	City is responsible for monitoring progress and approving payment of construction contracts.
d. Section 3	City has no responsibility.	City is responsible for: 1) determining which projects are covered by Section 3; and 2) ensuring that contractors hire low-income persons as required by HUD.
10. Relocation	City has no responsibility (to date, the City has not funded a project that has involved relocation).	City is responsible for determining if relocation payments apply and for calculating and administering payments.
11. Reporting	City submits quarterly performance reports on all projects that they directly contract for, including persons served, to the County. The City also performs site visit monitoring of agency reporting.	City is responsible for collecting performance data, compiling the information into the required format, and using HUD's new Integrated Disbursement and Information System (IDIS) for reimbursement from HUD and for submitting reports. The City is also responsible for submitting any amendments of their Plans to HUD.

Issues	Joint Agreement with King County	Separate Entitlement
12. Accounting/ Finance	City submits vouchers (only for projects they directly contract with) for payment to the County. Vouchers are also reviewed, recorded, processed, and tracked internally.	The City is responsible for the overall accounting and financial management of the Program. Under the IDIS, individual project vouchers must be electronically submitted to HUD with the required project information before funds can be released. Other responsibilities include: • submitting quarterly cash transaction reports to HUD on the funds drawn, expenditures and program income • submitting annual performance reports on individual projects, expenditure and reconciliation of funds • complying with OMB A-128 audit requirements and A-87 cost principles • monitoring public service and planning/ administration expenditures for federally imposed ceilings • tracking recaptured funds and program income from projects and determining how the funds will be reallocated.
13. Audits	The City is responsible for reviewing audits done in compliance with OMB A-133 of their nonprofit agencies only if federal funds expended during the year exceeded $300,000. The City will also be audited by the state in accordance with OMB requirements. The County is ultimately responsible for any audit findings to the Consortium's CDBG Program.	The City is responsible for reviewing audits done in compliance with OMB A-133 of their nonprofit agencies only if federal funds expended during the year exceeded $300,000. The City will also be audited by the state in accordance with OMB requirements. HUD will conduct an annual performance and financial review of the City's CDBG Program. The City is ultimately responsible for any audit findings to their CDBG Program.

Issues	Joint Agreement with King County	Separate Entitlement
14. Housing Repair	The City can choose the amount of funds available to provide major housing repair to their residents and King County will administer the project for 15% of Shoreline's total allocation to the Program. The amount of funds allocated will determine the number of homeowners that can be served.	City can choose to do its own major housing repair program which includes: • conducting the intakes and inspections • developing the loan agreements • assisting in obtaining a contractor • making payments to the contractor • making liens on properties • tracking program income from paybacks • doing subordinations, if needed • dealing with foreclosures and • obtaining a release of title when property is sold. Or the City could explore a contract with King County to administer their housing repair funds to serve their residents.
15. Economic Development	a. The City can use CDBG funds for economic development projects. b. The City would have access to Consortium-wide Economic Development funds that are administered by King County such as: Float Loans; Section 108 Loans; Minority Women Business Loans; and Economic Development Program Income. These funds are allocated on a competitive basis.	a. The City can use its entitlement funds for economic development projects. b. The City would be able to create its own Economic Development program, which could include: Float Loans; Section 108 Loans; and Economic Development Program Income.

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