

# AGENDA

*Joint-meeting between the*

CITY OF SHORELINE PARK BOARD & PLANNING COMMISSION



Thursday, March 1, 2007

7:00 p.m.

Shoreline Conference Center

**Arden Room**

18560 1<sup>st</sup> Avenue NE

## Estimated Time

1. **Welcome by Chair William Clements of the Park Board and Chair Rocky Piro of the Planning Commission** 7:00 p.m.
2. **Update on Park Board and Planning Commission activities** 7:10 p.m.  
(since last meeting)  
*Park Board & Planning Commission Chairs*
3. **Draft Request for Qualifications (RFQ)** 7:20 p.m.  
*Matt Torpey and Juniper Garver-Hume*
4. **Urban Forest Assessment by Urban Nature Project (UNP)** 7:40 p.m.  
*Maureen Colaizzi*
5. **Urban Forest Maintenance Techniques** 7:55 p.m.  
*Maureen Colaizzi*
  - Agren Park Tour on Vashon Island, March 9<sup>th</sup> (9 a.m. - 4 p.m.)
6. **Trail Corridors Park Board Citizen Subcommittee** 8:00 p.m.  
*Dick Deal*
7. **Next steps for City Hall/Town Center & Heritage Park** 8:05 p.m.  
*Dick Deal*
8. **Summing Up**
9. **Adjourn**



**SHORELINE PLANNING COMMISSION & PARK BOARD  
JOINT MEETING SUMMARY**

September 7, 2006  
6:00 P.M.

Shoreline Conference Center  
Spartan & Mt. Rainier Room

**PLANNING COMMISSIONERS PRESENT**

Chair Rocky Piro  
Vice Chair Sid Kuboi  
Commissioner Michael Broili  
Commissioner Will Hall  
Commissioner David Harris  
Commissioner Robin McClelland  
Commissioner Chakorn Phisuthikul  
Commissioner David Pyle  
Commissioner Michelle Wagner

**PARK BOARD MEMBERS PRESENT**

Chair William Clements  
Co-Chair Patricia Hale  
Carolyn Ballo  
Margaret Boyce  
Herb Bryce  
Londa Jacques  
Kevin McAuliffe

**ABSENT**

Larry Blake  
Bill Martin  
Dwight Stevens

**CITY STAFF PRESENT**

**Planning & Development Services**

Joe Tovar, Director,  
Steve Cohn, Senior Planner  
Jessica Simulcik Smith, Planning Commission Clerk

**Parks, Recreation and Cultural Services**

Dick Deal, Director  
Kirk Peterson, Park Maintenance Superintendent  
Maureen Colaizzi, Park & Recreation Project Coordinator  
Robin Lesh, Administrative Assistant III

**DINNER MEETING (Spartan Room)**

Chair Piro of the Planning Commission and Chair Clements of the Park Board welcomed everybody to the meeting and asked that the group take a few minutes at dinner to go around the room and make introductions.

Each Chair provided background information on their group's purpose and responsibilities and also shared its latest accomplishments as well as current and future work items.

At 7 p.m., the group moved across the hall to the Mt. Rainier Room for a presentation on the "Cascade Agenda" by guest speaker Gene Duvernoy, Executive Director of the Cascade Land Conservancy.

## **THE CASCADE AGENDA (Rainier Room)**

Mayor Bob Ransom welcomed the audience of Planning Commissioners, Park Board members, members of the Council of Neighborhoods, Councilmember McGlashan and other residents and several City staff to the presentation.

Joe Tovar, Director of Planning and Development Services and Dick Deal, Director of Parks, Recreation and Cultural Services spoke briefly on the 2007-2008 Council adopted Goals and explained how a majority of the goals are related to and codependent upon each other. Mr. Tovar introduced Gene Duvernoy, the Executive Director of the Cascade Land Conservancy.

Mr. Duvernoy gave his presentation on the "Cascade Agenda"— a 100 Year Vision for the Region.

**THE ENTIRE EVENING'S PRESENTATION IN THE MT. RAINIER ROOM WAS AUDIO TAPED. THE AUDIO TAPE AND COPIES OF MR. DUVERNOY'S SLIDE PRESENTATION ARE AVAILABLE UPON REQUEST FROM THE SHORELINE CITY CLERK'S OFFICE.**

Following the presentation, Mr. Duvernoy opened the floor to the audience for questions.

**Question #1:** *Mr. Duvernoy talked about the 7 billion dollars it would cost to purchase land, is this estimate in terms of future dollars or present day dollars?*

**Answer:** Mr. Duvernoy said 7 billion is the estimate at net present value. To conserve the landscape, it needs to be done in the next two decades. To do that, he said they assumed the land would be conserved in about two to three years at the rate of a couple hundred thousand acres per year and then peak up to 300,000 acres a year and then in the out years 2017, 2018, 2019 drop down again to a smaller amount.

**Question #2:** *Mr. Duvernoy had mentioned protecting the land but with the growth management goals and density rate, cities are looking at a density situation because population is going to grow. This is going to lead to a need for infrastructure changes, particularly in Shoreline which is mostly single-family and will be changing to more mixed-use and multi-family. How are we going to finance and pay for the infrastructure changes needed for this growth?*

**Answer:** Mr. Duvernoy indicated the question was beyond his area of expertise but he reiterated that 3.5 million people are coming to this region and the infrastructure problem is going to need to be addressed.

**Question #3:** *A person from the audience shared that he toured and reviewed plans of a park construction project at Log Bloom Park in the City of Kenmore. He explained how the City's Parks Department marked trees to show the areas where they are going to increase the amount of concrete surface. He thought the trees they marked were very valuable and should be retained and that the park project should accommodate these significant trees. He asked Mr. Duvernoy how we change municipal thinking to accommodate the natural plants we have and minimize the amount of nonporous surface.*

**Answer:** Mr. Duvernoy stated we need to recognize that there needs to be a change in the way we look at our lands. He said we already have great leaders in our park departments around this region who recognize the value in a more native landscape. He said we need to recruit more of these cutting edge market leaders to show other jurisdictions how it can work. Mr. Duvernoy explained there is also a tremendous value in restoring parks to native condition in the money it saves in surface water retention costs and in maintaining the quality of the air. When you show park directors the dollars these cities can save by having these restored landscapes it starts to get folks' attention.

**Question #4:** *It looks as though the Cascade Land Conservancy puts most of its focus on restoring parks and dealing with open space. Does CLC then leave it up to other organizations to do the "city planning"?*

**Answer:** Mr. Duvernoy answered that Cascade Land Conservancy is pretty good at acquiring and conserving open space from one building lot to 100,000 acres and that they know how to care for property at a very cost affective level. He said they are joint-developing with developers to create examples of great density. He stated that reaching the level of vision as presented in the Cascade Agenda is far beyond the Cascade Land Conservancy's capacity and that they rely on other professionals to bring their level of expertise.

Planning Director Joe Tovar said making the Cascade Agenda a reality will require a lot of the hard work to take place in rooms like the one this evening and among people like the ones present tonight. Elected officials and advisors on Park Boards and Planning Commissions are tasked with adopting plans, regulations and capital budgets, making decisions on how programs will be operated by street and park crews, and how to educate and inform the public in order to create a culture of stewardship among citizens so they will do things on their own because they believe it is right thing to do and not because the government at any level is forcing them to.

Park Director Dick Deal advised that the City Council has provided a great resource to do some of the work Mr. Duvernoy has talked about. The City recognized an ivy problem and implemented an Ivy-Out program a little over a year ago where progress is being made with monthly work parties throughout the community. Mr. Deal also spoke about the urban forests in Shoreline that look green and appear to be healthy but may not actually be. He said the Council allocated \$50,000 in this year's budget to perform an urban forest management assessment. He noted the project will begin later this year and will be collaboration with the Seattle Urban Nature Project. The team will be tasked with determining the health of the urban forests at Southwood, Hamlin, Boeing Creek and Shoreview Parks, and to put a strategy in place on how to keep these parks strong, vibrant and healthy.

Mr. Deal also mentioned one of the new positions created last year was a Park Planner in the Parks Department. He informed that Ms. Colaizzi is a good resource and will provide more horse power to do the work Mr. Duvernoy talked about. He concluded that the City is making progress and has strong support from the Leadership Team and City Council to make some of these things happen.

**Question #5:** *Is Mr. Duvernoy going to ask the City of Shoreline to commit to becoming a Cascade Agenda City? Is Shoreline eligible and how do we start the process?*

**Answer:** Mr. Duvernoy answered that Shoreline is on its way to easily becoming a Cascade City and is currently doing work that the Cascade Land Conservancy is trying so hard to have other cities achieve. He restated that the Cascade Agenda program is trying to have everyone recognize that there are very serious consequences to inaction. It is a fact that the population will double, this region cannot afford to not act and shouldn't be afraid to. It is possible to have a great economy, good housing choices and a spectacular landscape if everybody in this region works together. Mr. Duvernoy explained that there is a menu of ways to express a commitment to becoming a Cascade Agenda City. To become one, the city would need to ask for the activities (from the menu) it commits to doing to be bundled under that notion in a resolution to its City Council, be adopted and then CLC would start to promote the city as being one of the Cascade Agenda Cities.

**Question #6:** *I believe I heard 3 million acres is the acreage that needs to be preserved according to the Cascade Agenda. Is this the total number of acreage in the Cascade Agenda Area.*

**Answer:** Mr. Duvernoy said 5 million acres is the amount and that the exact total and its uses is listed on the organization's website.

**Question #7:** *Would Mr. Duvernoy give an example of Conservation 2.0 where they have worked with a developer?*

**Answer:** Mr. Duvernoy talked about the Patterson Creek Reserve on Redmond Fall City road, a 300 acre site that was owned by a company for many years. The property started to go through the permitting process before the GMA went into effect and the developer needed to develop at 1 home per 1 acre. The Cascade Land Conservancy purchased the property from the developer and was able to develop 30 homes instead of the proposed 300. To attain this, CLC had to sell a conservation easement to King County and the platted land for 30 homes to a home builder. The CLC took the revenue and paid off the whole property and set up an endowment to permanently care for the rest of the property that remains in the reserve.

**Question #8:** *How many cities have signed onto the Cascade Agenda?*

**Answer:** Mr. Duvernoy answered three cities are Cascade Agenda Cities: Seattle, Tacoma and Kirkland; and a number of others that are in application.

### **PARK BOARD/PLANNING COMMISSION (Spartan Room)**

At 8:30 p.m., the Park Board, Planning Commission and City Staff members returned to the Spartan Room for additional discussion.

Planning Commission Chair Piro spoke about where the Park Board and Planning Commission have issues in common and how they could look for opportunities for both groups to interface and collaborate on projects.

Park Board Chair Clements said he was impressed with the Cascade Agenda presentation and hoped the group could apply to be a Cascade Agenda City. He suggested they discuss the idea and ask for staff direction. Chair Clements advised that much of what Shoreline is presently doing is consistent with the Cascade Agenda and recommend that the City promote this in context with the Great Cities Program to spread awareness and community support for future projects.

Planning Commissioner McClelland agreed with Chair Clements. She shared that not every citizen reads the local paper, or visits the City website and recommends the City let community know what is going on through additional publicity. She suggested the idea of allocating money to the effort and hiring an additional person. She noted Tom Boydell, the Economic Development Manager for the City of Shoreline, should be invited to join in on the endeavor.

Park Boardmember Jacques added that the future is in educating people on how to improve and maintain the natural resources and land that we have.

Park Board Vice-Chair Hale asked what it means to be a Cascade Agenda city. She wanted to know if there is an oath the City would have to take or yearly dues to pay.

Planning Director Joe Tovar said it is not clear and the City would have any requirements spelled out when the Cascade Agenda is presented to the City Council.

Planning Commissioner Pyle inquired about restrictions on trees and wondered if they would change. He questioned the possibility of the City providing a motive for a property owners or developer to conserve land to benefit the community by offering density bonuses or density transfers.

Planning Commissioner Phisuthikul spoke about the conditions that make a city valuable - a place where people want to live and can walk to urban centers to shop. To do this the City must focus on public and civic space as well as open spaces.

Planning Commission Chair Piro questioned the City's ability to be a partner on the Cascade Agenda effort. He noted a couple problems that he saw with the agenda and noted that King County has done a good job of keeping growth within the urban growth boundary. He raised concern that the Cascade Agenda might be willing to advocate that some additional growth be allowed beyond the urban growth boundary in exchange for preservation of other property.

Planning Commissioner Hall reminded the group of the need for a jobs/housing balance; people are living in other counties and commuting to King County and the City of Seattle.

Park Board Vice-Chair Hale questioned if the Cascade Agenda is targeting the right areas. She mentioned that the City of Walla Walla is the fastest growing city and wondered if the Cascade Agenda should be concerned with rural growth in cities of the same type.

Planning Commissioner Broili asked what being a Cascade Agenda City would do for the City of Shoreline and questioned how the Agenda would support where the City wants to go. Commissioner

Broilli talked about a 100 year vision for Shoreline and asked the group to think about how the City should grow and reminded the group that it is their task to plan how that will look.

Park Director Dick Deal acknowledged the group took in a lot of information and learned a great deal this evening; he also reminded the group that the Agenda is a work in progress. He advised that if the City Council wanted to go forward with the Cascade Agenda, it would be a Park Board/Planning Commission project. Mr. Deal suggested that the two groups plan to meet again in six months.

Maureen Colaizzi, Parks Department, explained how Seattle recently went through a process of visioning life in 100 years through a project called "Open Space Seattle 2100". Over 300 citizens collaborated in Charrettes to develop open space plans that address the entire city. The plans were presented to the Mayor of Seattle and the City Council and the City is in progress with developing a plan.

Planning Commission Chair Piro advised that the group's next step is to meet again. He said he was in favor of the City of Shoreline undergoing a similar process like "Open Space Seattle 2100".

Park Boardmember Ballo advised that Shoreline must do more marketing if it is going to be a magnet for growth. She would be disappointed to see Shoreline have a 100 year plan and only focus on open space. The City needs to also be talking about zoning and architecture.

Park Board Vice-Chair Hale said she wants to see the public on board with the idea of land conservancy. She suspects most people are not overly concerned with life 100 years from now, rather they are concerned with current neighbors and property encroachment. Vice-Chair Hale pointed out that the public need to be educated on the importance of thinking longer down the road.

Planning Commissioner Hall questioned the ways the upcoming Comprehensive Housing Strategy could tie into the Cascade Agenda. He asked the group to think about what parts or ideas they liked and the City could learn from and model off of.

Park Boardmember Bryce said it is difficult to find a newly constructed 1,300 square foot home in Shoreline. Townhouses and condos seem to be the only option. He echoed earlier comments over educating the public in the importance of conservancy. He also brought attention to the current traffic problem in our region and stated that people are going to have to start living closer into the metro area.

Planning Commissioner Vice-Chair Kuboi stated that he would like to see the Planning Commission and Park Board spend time on a 100 year vision but that he also wanted to talk about the here and now. He mentioned the recent Gateway project on 185<sup>th</sup> Street and Aurora and asked the Park Board what they thought went on. He also asked the Park Board to share moments where they thought the Planning Commission may have overlooked something or made a bad decision. Vice-Chair Kuboi asked what the two groups could do to work better together.

Planning Commission Chair Piro applauded Vice-Chair Kuboi's questions but said he thought the group should stick to the discussion at hand and set another meeting to have dialogue about the here and now.

Park Board Chair Clements asked Staff to anticipate any problems or concerns with becoming a Cascade Agenda City and asked that the Park Board and Planning Commission be allowed the chance to give a thumbs up/down before it goes to Council.

Planning Director Joe Tovar said he would like to get the two groups together again to report back on the Cascade Agenda, budget process and implementation of the Council goals. He asked that the Planning Commission and Park Board share their points of interest and thoughts in preparation for drafting the next joint meeting agenda.

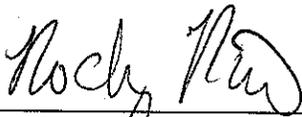
Planning Commission Chair Piro brought up the subjects of connectivity, walkability and green spaces and said he would like for the two groups to explore them further. He suggested that the Planning Commission and Park Board meet before the end of year and that they meet three times annually.

Planning Commissioner Broili proposed that the two groups meet at least twice per year or more. He pointed out that the work each group does overlaps and warrants regularly scheduled meetings.

Park Board Vice-Chair Hale echoed that the two groups could help each other.

Planning Commissioner McClelland said she would like to see conversations surrounding infrastructure and density. She also mentioned that the rumor of all single family homes being at risk should be dispelled, stating that the more informed people are, the better off Shoreline is.

Planning Commissioner Pyle brought to the group's attention that there is no urgency to become a Cascade Agenda City. He voiced that everybody wants a livable city and Shoreline does not need to declare it is a "Cascade Agenda City" to achieve this. He concluded saying that Shoreline is already on its way and just needs to continue doing what it is doing.



Rocky Piro  
Chair, Planning Commission



Jessica Simulcik Smith  
Clerk, Planning Commission



## Memorandum

**DATE:** March 1, 2007  
**TO:** Planning Commissioners & Parks Board Members  
**FROM:** Matt Torpey, Planner II  
Juniper Garver-Hume, Planner  
**RE:** City Council Goal 6 “Create an Environmentally Sustainable Community”

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As part of the City Council’s 2007/2008 work plan, the Council adopted a goal to “create an environmentally sustainable community”. As one of many parts of this goal, Planning and Development Services has drafted a proposed Request for Qualifications (RFQ) that we hope to publish in the coming weeks. The purpose of the RFQ is to receive feedback and information from prospective environmental consulting firms that we may want to hire to assist us in developing an “Environmental Sustainability Strategy”.

Attached to this memo are three items:

- Attachment A is a draft of the staff proposed RFQ. It is our hope that you will review the document, specifically the “Scope of Work” on the second page. We would like to receive input from you regarding the proposed services to be performed by the prospective environmental consulting firm.
- Attachment B is the current timeline that we have established for Goal 6.
- Attachment C is a brochure recently produced by the City that highlights the City’s ongoing and proposed programs and policies that support Council Goal 6. This brochure is available in several City offices and was widely distributed at the City sponsored Odyssey Days environmental fair at Shoreline Community College in October 2006.

We also request that you visit the website designed specifically for Goal 6 at:

[www.cityofshoreline.com/cityhall/departments/planning/sustainable/](http://www.cityofshoreline.com/cityhall/departments/planning/sustainable/)

This evolving web page contains the current information available to the public regarding the creation of an “Environmentally Sustainable Community”.

If you have questions prior to the March 1 meeting, please contact me at 546-3826 or Juniper at 546-8805.

**CITY OF SHORELINE  
REQUEST FOR STATEMENT OF QUALIFICATIONS  
RFQ NO.: Obtain no. from City Clerk's Office**

City of Shoreline Environmental Sustainability Strategy  
Submittal Date: **Month Date, Year** 4:00 p.m. Pacific Local Time

The City of Shoreline, Washington is soliciting a statement of qualifications (RFQ) from individuals or firms interested in providing the City with a strategy for management and stewardship of natural resources and environmental assets such that their value is preserved, restored and enhanced for the present and future generations; and such actions complement the community's efforts to foster economic vitality.

**Primary Objectives**

The Environmental Sustainability Strategy will at least include;

- Criteria for environmentally sustainable decision making;
- Assessment of how the city is doing so far and suggestions for improvement
- Measures for tracking progress towards environmental sustainability;
- Capacity assessment for implementation of the proposed strategy including financial, staffing, and community involvement requirements.

**Background**

Each year the City Council adopts Council goals that set the direction for the City's work in the coming year. This year, Council adopted as Goal 6 for the 2007-2008 fiscal year, to: Create an 'environmentally sustainable community'. Components of this goal include implementing "Green" practices at all City-owned or operated facilities, requiring new development or redevelopment to achieve high standards for storm water management, energy efficiency, and reduction of solid waste, and maximizing recycling and reuse of resources.

The Environmental Sustainability Strategy is one of the Major Objectives for this City Council Goal. The City already has a number of programs, policies and codes that contribute to environmental sustainability, however we do not have an overarching plan or strategy that coordinates these elements, facilitates environmentally sustainable decision making, or that allows us to assess regularly HOW environmentally sustainable the City is.

The Planning and Development Services Department is responsible for tying the various elements together under one strategy and then to implement and monitor the recommendations and tools with interdepartmental coordination. We are seeking consultant assistance in pulling this strategy together.

### Scope of Work

The environmental planning services to be performed by the CONSULTANT may include, but are not limited to:

1. *Propose potential criteria for assessing City policy, program, and process options for their contribution to the environmental sustainability of the community.* Project staff have already developed a draft list of criteria and many decision making tools and resources for this purpose already exist. The Consultant will select and adapt possible criteria into useful tool for City decision making.
2. *Propose Measures of Sustainability and recommend an existing user-friendly tracking system, so the City can track progress towards “creating an environmentally sustainable community.* Project staff envision a limited number of quantifiable criterion which can be periodically provided to Council, staff and the public in a snapshot/dashboard visual format.
3. *Assess current programs, policy and code for their contribution to or interference with community environmental sustainability.* Project staff have already inventoried all the programs, policies, and projects which we believe contribute to environmental sustainability (see attached informational brochure).
4. *Propose new codes, policies and programs that would significantly contribute to “creating an environmentally sustainable community.* Essentially, tell us what we could do that we are not doing already and what we are doing that should be changed, expanded, or ensured continuation.
5. *Estimate the necessary capacity for implementation of this strategy.* What will it take financially, in staff time, and what level of community involvement is required to successfully implement this strategy?

### RFQ Evaluation Components/Criteria

#### Submittal Requirements

One unbound original and 4 CDs of the response to the RFQ shall be submitted to the City of Shoreline, City Clerk's Office – RFQ # **XXXX**, 17544 Midvale Avenue North, Suite 100, Shoreline, Washington, 98133-4921. The deadline for qualifications by interested parties is **March 15<sup>th</sup>, 2007** by 4:00 p.m. Pacific Local Time. Respondents assume the risk of the method of dispatch chosen. The City assumes no responsibility for delays caused by any delivery service. Postmarking by the due date will not substitute for actual receipt of qualifications. Qualifications shall not be delivered by facsimile transmission or other telecommunication or electronic means. Questions related to this request for qualifications may be directed to Matthew Torpey, Planner II, [mtorpey@ci.shoreline.wa.us](mailto:mtorpey@ci.shoreline.wa.us), 206-546-8761(fax). Questions via phone will not be accepted.

## Item #3 - Attachment A

Supplemental information, such as brochures, may be submitted if desired. Qualifications shall be limited to 20 single spaced, typewritten pages (min. 12 point font). The one original shall be unbound and the 4 CD copies shall be in PDF format. The following format and content shall be adhered to by each firm and presented in the following order:

- A. Executive Summary: An executive summary letter should include the key elements of the respondent's response to the RFQ and an overview of the consultant team. Indicate the address and telephone number of the respondent's office located nearest to Shoreline, Washington, and the office from which the project will be managed (Page limit: 2 pages).
  
- B. Approach:
  - 1. Methodology(ies): This section should clearly describe the methodology or methodologies planned to be used to carry out the specific tasks described in the Work Plan.
  - 2. Work Plan: Describe the sequential tasks to be used to accomplish this project. Indicate all key deliverables and their contents.
  - 3. Project Organization and Staffing: Describe the approach and methods for managing the project. Provide an organization chart showing all proposed team members. Describe the responsibilities of each person on the project team. Identify the Project Director and/or Manager and the key contact person for the City.
  - 4. Include resumes of each member of the project team. List the portion of the work to be subcontracted and information describing the qualification and relative experience of any proposed subcontractors. Include a list of information required or tasks to be completed by City staff.
  - 5. Project Schedule: Provide a schedule for completing each task in the Scope of Work, including deadlines for preparing project deliverables. Demonstrate your team's ability to perform the work requested within an established budget and schedule.
  - 6. Page Limit: This section is limited to 10 pages (excluding #4 resumes).
  
- C. Related Experience: Describe recent (within the last 3 years), directly related experience. Include the name of the client, description of the work done, address and telephone number, dates of the project and the name of the project director. At least five references should be included. For each reference indicate the reference's name, organization, title, complete mailing address and telephone number. The City reserves the right to contact any organizations or individuals listed (Page Limit: 5 pages).
  
- D. Statement of Experience: The consultant is required to provide a list of the areas of experience or expertise that back to the project. This may include: experience managing cross discipline projects, dynamic public process, professional document development, editing and production, working with public agencies, specifically local governments. The experience listed must

## Item #3 - Attachment A

be that which was performed by the consultant's staff and/or team's staff that will be assigned to this project. The City will be focusing on the experience of the Lead Consultant/Project Manager who will be assigned to this project. Specify the percentage of that the Lead Consultant/Project Manager would be allocated to this project. The RFQ shall also identify other projects the proposed Lead Consultant/Project Manager will be committed to during the same timeline (Page Limit: 3 pages).

The City's Evaluation Panel will use the following criteria to evaluate each RFQ:

<b>Criteria</b>	<b>Points</b>
➤ Project Approach	0-50
➤ Related Experience of Project Team	0-10
➤ Expertise of Key Staff	0-10
➤ Response of references	0-10
➤ Ability to meet time schedule	<u>0-20</u>
<b>Maximum Points</b>	<b>100</b>

The Qualifications will be the basis from which interested firms will be selected for interviews. Following the City staff evaluation of the qualifications received, selected firms may be invited to make oral presentations before the City's Evaluation Panel. The City's Project Manager will provide additional details outlining the preferred content of the presentation to each firm or team of firms that are invited to participate. Upon completion of the evaluations, the City's Evaluation Panel will determine the most qualified firm based on all materials and information presented. The City will then begin the negotiations for an agreement with the selected firm.

Any firm failing to submit information in accordance with the procedures set forth in the RFQ may be subject to disqualification. The City reserves the right to change the solicitation schedule or issue amendments to the solicitation at any time. The City reserves the right, at its sole discretion, to waive immaterial irregularities contained in the proposals. The City reserves the right to reject any and all proposals at any time, without penalty. The City reserves the right to refrain from contracting with any respondent. Firms eliminated from further consideration will be notified by mail by the City as soon as practical.

**ATTACHMENT: Goal 6 "Creating an Environmentally Sustainable Community" handout with inventory of existing programs policies and regulations that contribute to sustainability.**

**Project Title: Environmentally Sustainable Community**

**City Council Goal No: 6**

Project Steps	Year 2006												Year 2007												Year 2008											
	Jan	Feb	March	April	May	June	July	August	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	July	August	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	July	August	Sept	Oct	Nov	Dec
<b>1. Develop Environmental Sustainability Strategy (Lead: PADS)</b>																																				
a. Inventory existing federal, state, and regional laws, plans, and strategies that provide context for local																																				
b. Inventory existing city programs, projects, practices, and options for environmental sustainability																																				
c. Engage the public in identifying values, priorities, and options for environmental sustainability																																				
d. Draft report and review with Planning Commission																																				
e. Council review and adoption																																				
f. Implementation of Strategy goals																																				

+ City Council, Planning Commission, or Parks Board briefing, discussion, direction

\* City Council Action

#	Milestones:	Assigned to:	Deadline:	Completed:
1)	Complete 1.a. revisions needed	PADS staff	03/01/07	
2)	Assemble interdepartmental team to develop Goal 6 strategy	PADS staff	September-07	09/20/07
2)	Existing programs, projects and practices inventory	Goal 6 team	10/12/07	10/10/06
3)	Select and hire consultant for strategy development	Goal 6 team	earliest 03/08/07	
4)	Proposal for environmentally sustainable community strategy	Consultant	06/01/07	
5)	Public engagement in identifying values, priorities and options	Goal 6 team /Consultant	06/01/07	
6)	Review with Planning Commission	PADS staff	August-07	
7)	Council review and adoption	Goal 6 team	November-07	
8)	Implementation	City Staff	November-Ongoing	



Shoreline City Hall  
 17544 Midvale Ave. N., Suite 100  
 Shoreline, WA 98133-4921  
 (206) 546-1700  
 Fax (206) 546-7868  
 www.cityofshoreline.com

City Hall Annex  
 Home of Planning and  
 Development Services Department  
 and Public Works Department  
 Highland Plaza  
 1110 N. 175th St., Suite 105  
 Shoreline, WA 98133

### Shoreline City Council

Mayor Bob Ransom  
 Deputy Mayor Maggie Fimia  
 Rich Gustafson  
 Ron Hansen  
 Keith McGlashan  
 Cindy Ryu  
 Janet Way

Meeting Location  
 Shoreline Conference Center  
 18560 First Ave. NE  
 Mt. Rainier Room

Study Sessions  
 First and third Mondays  
 beginning at 6:30 p.m.

Business Meetings  
 Second and fourth Mondays  
 beginning at 7:30 p.m.

Agenda Line  
 (206) 546-2190

## 2007-2008 City Council Goals

1. Complete the projects approved in the 2006 Parks Bond
2. Implement the Economic Development Strategic Plan
3. Implement an affordable civic center/city hall project
4. Complete the Aurora improvements from 165<sup>th</sup> to 205<sup>th</sup> Streets including, but not limited to sidewalks, drainage and transit
5. Develop a comprehensive housing strategy
- 6. Create an "environmentally sustainable community"**
7. Provide safe and affordable transportation options to support land use plans including walking, bicycling, transit and vehicular options
8. Develop a Fircrest master plan in partnership with the state
9. Increase emergency preparedness training and education
10. Increase opportunities for all residents, including our youth, to get more involved in neighborhood safety and improvement programs

For more information about Goal 6, contact Shoreline Planners Matt Torpey at (206) 546-3826 or Juniper Garver-Hume at (206) 546-8805.



# Creating an Environmentally Sustainable Community

In June 2006, the Shoreline City Council adopted 10 work plan goals for 2007-2008. Goal 6 is "Create an 'environmentally sustainable community.'" The City of Shoreline has a number of programs and events already in place as well as several that are in the planning stages that support this goal.

### Community Programs & Events

#### Ivy Out Volunteer Program

The City of Shoreline initiated Ivy O.U.T. (Off Urban Trees) events in parks in 2005 and in 2006 formalized a monthly schedule of rotating work parties in City parks.

#### Battery Recycling

The Household Battery Collection program provides bins year-round for collection of household batteries at each of the libraries in Shoreline, as well as at City Hall, the City Hall Annex and the Shoreline Police Station.

#### No Spray Zones in Richmond Beach

Based on community interest, the City of Shoreline initiated a pilot "No Spray Zone" in the Richmond Beach neighborhood in 2004. The City agreed not to spray pesticides in the right-of-way for four years, and local residents agreed to maintain the six-inch area adjacent to the road pavement.

#### Solid & Hazardous Waste Management Program

The City of Shoreline coordinates hazardous waste and recycling collection programs for residents and businesses including:

- Two Clean Sweep Recycling Events are offered annually to provide an easy and affordable way for residents to dispose of and recycle bulky household items.
- To help recycle Christmas trees, the City of Shoreline offers an annual chipping event in conjunction with various community groups that collect trees from residents.

#### Earth Day Celebrations

In partnership with local businesses and Shoreline Community College, the City of Shoreline offers a variety of Earth Day programs including:

- Boeing Creek Park habitat restoration for families
- Natural Yard Care for Earth Day & Everyday - annual event at Central Market celebrates Earth Day by offering techniques and tools that assist residents in reducing pesticide use, conserving water and purchasing products made from recycled materials.
- Ivy OUT events



The Natural Yard Care Event celebrates Earth Day.

#### WRIA 8

Since 2001, the City of Shoreline has participated in the Watershed Resource Inventory Area (WRIA) 8 regional process to develop and implement a plan for the recovery of endangered Chinook salmon.

## Land Use Programs & Policy

### Habitat Restoration Projects

The City of Shoreline has partnered with the community to improve stream systems and fish and wildlife habitat in both the Thornton Creek and Ballinger Creek watersheds.

### Critical Areas Ordinance

The City of Shoreline updated its Critical Areas Ordinance in March 2006 to comply with State guidelines as well as provide greater protection for local streams, wetlands, steep slopes and fish and wildlife habitat areas.

### City of Shoreline Stormwater Standards to Comply with Department of Ecology

The City of Shoreline is updating its stormwater standards. Improvements in these standards will result in cleaner water being discharged to our streams and the Puget Sound.

### Municipal Compost Facility

Located on the grounds of Shorecrest High School, the compost facility allows the City of Shoreline to re-use green waste collected from the right-of-way.

### Aurora Corridor Project Stormwater Solutions

The first mile of the Aurora Corridor Project includes stormwater quality improvements such as filters, swirl separators and oil-water separators. The next two miles of the Aurora project will include exploration of natural water treatment systems as well as methods used in the first mile.

### Storm Drain Medallions & Stenciling

The City of Shoreline provides free training and loans stencil kits to community groups who want to stencil the message "Dump No Waste, Leads to Stream" at catch basins on residential streets. Staff place medallions with the same message at catch basins on arterial roads.

### Sustainable Business Extension Service (SBES)

SBES promotes resource conservation programs and environmentally sound business practices to Shoreline's local businesses. This free and confidential service provides improved access to government programs, rebates and technical assistance in the ever-changing world of environmental and safety regulations.

## Transportation Programs

### Hybrid Fleet Vehicles

The City of Shoreline has begun incorporating hybrid fuel cell vehicles into its vehicle fleet. Staff is also investigating the possibility of purchasing electric vehicles.

### Regional Roads Maintenance Forum

As an active member of this program, the City of Shoreline implements and tracks Best Management Practices in its municipal maintenance activities such as regular inspection of vehicles for leaks and street sweeping to prevent solid and hazardous waste from entering waterways.

### Adopt-a-Road Program

The City of Shoreline Adopt-a-Road Program helps clean up litter and debris on City streets. Since the program began, over 100 volunteers have removed over 5,000 pounds of litter.

### Business Access/Transit Lanes on Aurora

The Aurora Corridor Project includes lanes dedicated to transit, making transit more efficient, competitive and attractive to users.

### Promoting Alternatives to Driving

The City of Shoreline promotes non-motorized transportation through installation of dedicated bicycle and pedestrian pathways such as the Interurban Trail, installation of bicycle lanes on City streets, promotion of the Commute Trip Reduction (CTR) program for City employees and citizens, installation of pedestrian walkways near local schools, and construction and maintenance of urban trails as part of the City's 2006 Parks Bond.

## Open Space Programs

### Urban Forestry Planning

The City of Shoreline is contracting with Seattle Urban Nature Project to perform an urban forest assessment for Hamlin, Shoreview, Boeing Creek and South Woods parks. These assessments will help the City determine the health of major forested park sites in Shoreline and prioritize areas that need the most attention from Park maintenance staff and Ivy OUT volunteers.

### Pesticide-Free Parks

The City of Shoreline is proud to say that it makes every effort to not use pesticides or herbicides in the maintenance of City parks. Chemical pesticide or herbicide use is prohibited for use near City-owned critical areas such as streams and wetlands.

### Free Wood Chips at Hamlin Park

Wood chips are offered free to the public at the Hamlin Park Maintenance Facility, 16006 15th Avenue NE, from 7:00 a.m. to 3:30 p.m., seven days a week.

### Open Space Acquisition

The City of Shoreline is always seeking opportunities to ensure the protection of natural habitat. The 2006 Park Bond recently approved by Shoreline voters includes funding for the acquisition of 25 acres of open space.



The 2006 Parks Bond provides funding for buying open space such as this area adjacent to Hamlin Park.

## Upcoming Programs

### Environmental Mini Grant Program

A new pilot program in 2007 will support local non-profits, youth and community groups that want to implement environmental projects to benefit the Shoreline community.

### Civic Center/City Hall

The new Civic Center/City Hall will serve as a model for sustainable practices throughout the community by implementing standards of construction to the extent possible that support re-use of materials, energy conservation, water efficiency, landscaping and indoor environmental quality.

To parallel the construction of the new Civic Center/City Hall, a Green Building brochure will offer examples and resources for residents to incorporate sustainable building practices into their home remodeling projects.

### Climate Protection Campaign

In 2006 and 2007, the City of Shoreline will collect baseline data from local practices that contribute to global warming. In fall/winter 2007, a pilot education program will be proposed.

### Business Solid Waste Reduction, Recycling & Resource Conservation Program

In 2006 and 2007, the City of Shoreline will conduct outreach, site assessment and assistance to businesses to reduce solid waste and encourage recycling.

### Neighborhood Environmental Stewardship Team

The Neighborhood Environmental Stewardship Team (NEST) program will actively involve community residents in learning about and selecting environmental changes that promote health and sustainability in their neighborhood and homes.

### Green Street Demonstration

Green Street Demonstration Projects will focus on developing opportunities that will provide a "living demonstration" to serve as an educational experience, support sound environmental practices and improve water quality in the City of Shoreline.