

PSRC's 2014 Regional FHWA Application

Important: Please review the following information before beginning the application.

Definition of a project: For the purposes of this competition, a project must be clearly defined by geographic limits and/or functionality. If a project contains multiple components, the sponsor must clearly indicate how they are logically connected to one another. A project with multiple geographic locations must demonstrate their functional relationship (for example, signal coordination work in various locations tied together through a traffic control center).

Projects that include multiple components or sponsors are allowed to be submitted, but the scope of work, funding amounts and schedules for each individual agency and/or component must be clearly identified at the time of application. If awarded PSRC funds, these projects may be separated into their individual components or lead agency in the regional Transportation Improvement Program. Each individual TIP project will be subject to PSRC's project tracking policies and will be administered according to the scope of work and funding awarded for each. If you have questions please contact Kelly McGourty at (206) 971-3601 or kmcgourty@psrc.org.

Resources: A resource document has been developed to assist sponsors in completing PSRC's online applications for the 2014 project selection process. The document summarizes information needed by sponsors to complete applications, as well as provides useful information on various topic areas such as financial constraint and project tracking requirements.

Submitting Applications: The importance of complete and accurate information on every application cannot be overemphasized. The evaluation and scoring of all submitted projects will be based on the answers provided in this application.

There is no set page limit for applications submitted to the regional competition. It is important to provide complete, detailed responses, but please be as concise as possible. Additional supporting information such as maps and other diagrams are encouraged, but other attachments such as comprehensive plan materials are unnecessary.

All applications must be submitted by 5:00p.m. April 8, 2014.

Project Information

Project Title

N 175th Street, Stone Avenue N to I-5

Transportation 2040 ID#

1028

The current list of investments that are required to be on the Transportation 2040 Regional Capacity Project List and have a designated ID # can be accessed at Appendix N of the 2014 Transportation 2040 Update, [here](#). If your project is exempt from this requirement, please enter "N/A." Helpful information on those exempt investments that are considered programmatic in nature or are on local facilities and therefore not required to be on the Project

List can be found here.

For assistance or questions regarding these issues, contact Kimberly Scrivner at 206-971-3281 or kscrivner@psrc.org.

Sponsoring Agency

Shoreline

Co-Sponsoring Agency

CA Status

- Yes
- No

CA Sponsor (if applicable)

Contact Information

Project Contact Name

Kirk McKinley

Project Contact Phone

206-801-2481

Project Contact Email

bwolbrec@shorelinewa.gov

Project Description

Project Scope

N 175th Street is one of the most heavily traveled roadways in Shoreline, with approximately 30,000 vehicles using the roadway each day. With its on/off ramps to Interstate 5, N 175th Street serves as a direct conduit for residents from both the east and west sides of Shoreline to access the Interstate. Traffic is forecasted to increase significantly along this roadway in the next twenty years. As part of the Shoreline's Transportation Master Plan update completed in 2011, the City identified several projects that are needed to accommodate growth, maintain the City's Transportation LOS and provide for improved bicycle and pedestrian safety. The improvements on N 175th Street include: 1) reconstruction of the existing street to provide two traffic lanes in each direction and a center lane with two-way left turn areas, medians and turn pockets, 2) bicycle facilities integrated into the sidewalk as raised cycle tracks, 3) curb, gutter, and sidewalk with landscaped amenity zone where feasible, 4) illumination, 5) landscaping, 6) retaining walls, and 7) safety and capacity improvements at intersections.

This funding will allow the City to complete the design (PS and E) and environmental work for the segment of N 175th Street between Stone Avenue N and Interstate 5. The City will then move forward to the right-of-way and construction phases of the project.

Project Purpose

The N 175th Street, Stone Avenue N to Interstate 5, project will provide numerous safety and mobility benefits. N 175th Street is currently a four lane principal arterial that serves nearly 30,000 vehicles per day. Sidewalks are not continuous and there is a steep grade, making visibility an issue. N 175th Street is a major corridor for freight, transit, and commerce. It is adjacent to an over-capacity park and ride lot, an elementary school and multi-family housing and well as the Shoreline Civic Center/City Hall and the Shoreline Town Center. The goal of the project is to provide for increased mobility and safety of the roadway for vehicles, transit, pedestrians and bicyclists, in service to the Urban Centers of Lynnwood, Bothell/Canyon Park, Northgate, Seattle, University Community and Capitol Hill.

Project Location

N 175th Street

Please identify the county(s) the project is located in. Check all that apply.

- King County
- Kitsap County
- Pierce County
- Snohomish County

Please identify the crossroad, milepost or landmark nearest the beginning and end of the project below, if applicable. Crossroad/landmark nearest to the beginning of the project:

Stone Avenue N

Crossroad/landmark nearest to the end of the project:

I-5

Please identify the center(s)

Urban Centers of Lynnwood, Bothell/Canyon Park, Northgate, Seattle, University Community and Capitol Hill.

Federal Functional Classification

Roadways must be approved on the federally classified roadway system before projects on it may use federal transportation funds (this includes proposed new facilities), unless the project meets certain exceptions. Resources to identify a facility's functional classification or exceptions to this requirement may be found [here](#).

Federal Functional Class

Urban Functional Classification Population over 5,000

You have selected Rural. If this is not the appropriate classification, please go back and change your selection.

Please select the appropriate rural classification.

You have selected Urban. If this is not the appropriate classification, please go back and change your selection.

Please select the appropriate urban classification.

14 Principal Arterial

Plan Consistency

All projects must be consistent with a comprehensive plan that has been certified by PSRC as being consistent with the Growth Management Act, VISION 2040 and Transportation 2040. Projects must be consistent with the comprehensive plan of each jurisdiction in which the project is located. If a comprehensive plan has not been certified, projects located in that jurisdiction may not be included in the Regional TIP.

Is the project specifically identified in a local comprehensive plan?

- Yes
- No

Is the project specifically identified in a local comprehensive plan?

Comprehensive Plan Policy T48 (page 51). Pursue corridor studies on key corridors to determine improvements that address safety, capacity, and mobility, and support adjacent land uses.
Transportation Master Plan (page 195): Using the traffic model and the criteria established to identify intersection improvements, the City has identified the following projects that will improve capacity and mitigate the impacts of forecasted growth:
Addition of a center two-way left-turn lane and traffic calming measures on Meridian Avenue N from N 145th Street to N 205th Street
Intersection improvements at N 185th Street and Meridian Avenue N
Addition of a center two-way left-turn lane on N 175th Street from Stone Avenue N to Meridian Avenue N
Intersection improvements at N 175th Street and Meridian Avenue N
Extension of left-turn pockets on N/NE 175th Street between Meridian Avenue N and the I-5 on-/off-ramps
Intersection improvements at NE 175th Street and 15th Avenue NE
Addition of a center two-way left-turn lane on NE 185th Street from 1st Avenue NE to 7th Avenue NE

If no, describe how the project is consistent with the applicable local comprehensive plan, including specific local policies and provisions the project supports.

Category Specific Questions

Select the project category

Corridor Serving Centers

Designated Regional Growth Center

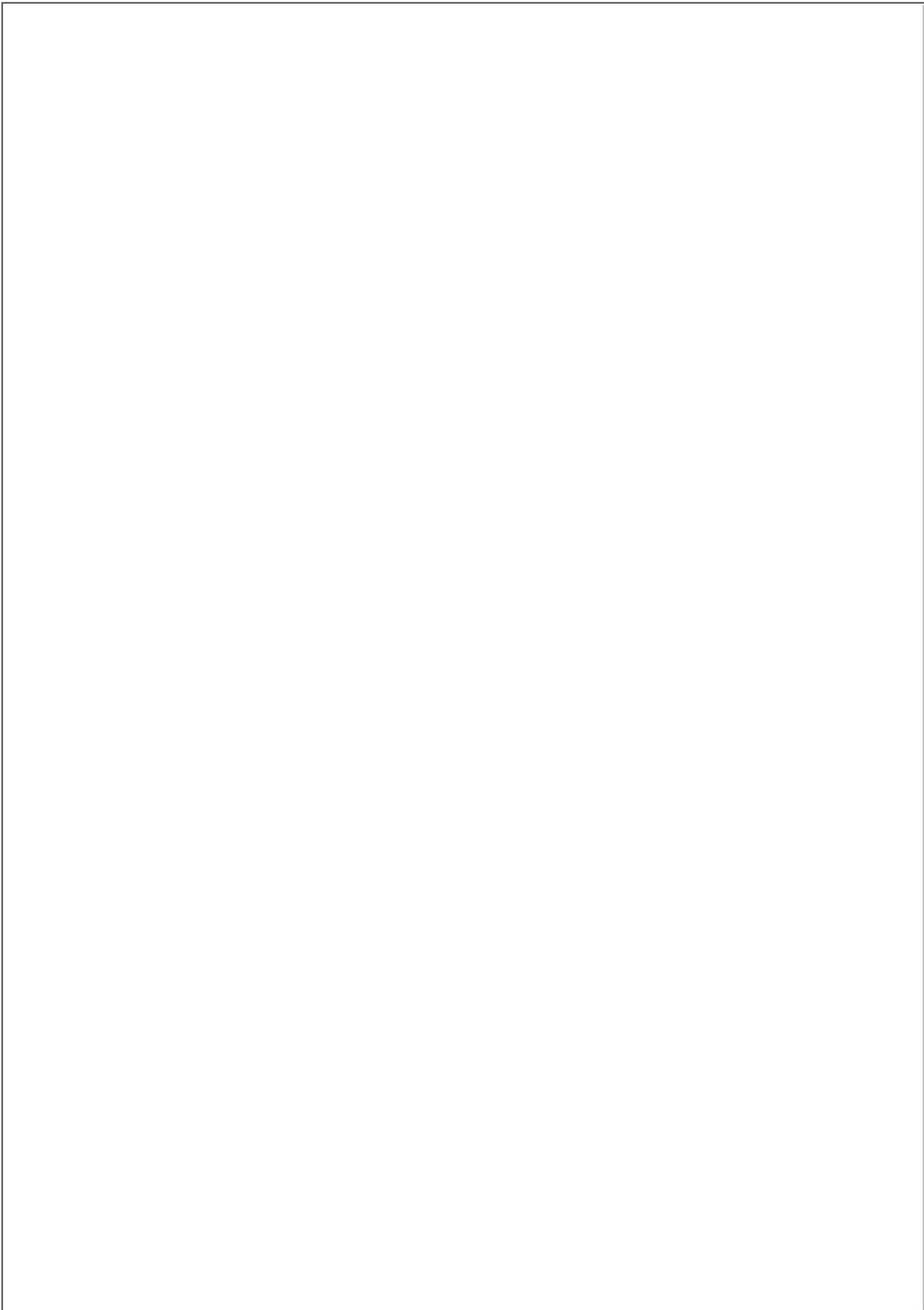
In the sections below, please provide complete but concise responses, addressing as many bullet points as possible. The evaluation and scoring of all submitted projects will be based on the answers provided by the sponsor. Refer to the 2014 Regional Project Evaluation Criteria for PSRC's FHWA Funds in PSRC's Call for Projects for guidance, examples, and details on scoring for additional information.

A1. Regional Growth Center Development

A2. Project's Benefit to the Regional Growth Center

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A3. Circulation Within the Regional Growth Center



B1. Development and Users Benefit

In the sections below, please provide complete but concise responses, addressing as many bullet points as possible. The evaluation and scoring of all submitted projects will be based on the answers provided by the sponsor. Refer to the 2014 Regional Project Evaluation Criteria for PSRC's FHWA Funds in PSRC's Call for Projects for guidance, examples, and details on scoring for additional information.

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Corridor Serving Center(s)

In the sections below, please provide complete but concise responses, addressing as many bullet points as possible. The evaluation and scoring of all submitted projects will be based on the answers provided by the sponsor. Refer to the 2014 Regional Project Evaluation Criteria for PSRC's FHWA Funds in PSRC's Call for Projects for guidance, examples, and details on scoring for additional information.

C1. Benefit to Regional Growth or Manufacturing/Industrial Center

The N 175th Street, Stone Avenue N to I-5, project will directly benefit the Lynnwood, Bothell/Canyon Park, Northgate, Seattle, University Community and Capitol Hill Urban Centers. As a principal arterial transportation corridor in Shoreline, we wish to improve mobility and safety for motorized and non-motorized users in this project area. We are asking for funding to complete design (PS and E) and environmental work. Three of the projects identified in Shoreline's Transportation Master Plan (2011) as needed to mitigate the impacts of forecasted growth and maintain the City's adopted LOS for transportation would be designed as part of this proposal.

The N 175th Street, Stone Avenue N to I-5, project will provide numerous safety and mobility benefits. N 175th Street is currently a four lane principal arterial that serves a nearly 30,000 ADT. In the 5-year period ending December 2013, there were a total of 107 collisions in this section of N 175th Street. As Interstate I-5 is the City of Shoreline's main interstate exit, N 175th Street experiences high traffic flow, compounded by ramp metering which creates significant AM/PM backups onto N 175th Street. The LOS at the intersection of N 175th Street and Meridian is F. Sidewalks are not continuous on either side.

Improvements to the N 175th Street Corridor and its related Urban Centers will benefit a variety of modes of travels. Commuters and other motorists will see an increase in mobility and safety as the roadway is widened and access is managed. Currently, in some sections of the N 175th Street roadway, only an extruded curb separates 30,000 vehicles daily and pedestrians and bicyclists. Within the project area, there is a park and ride, an elementary school, a high school, a childcare center, a multifamily apartment complex, single family homes, a church, and a major commercial/office cluster. The park and ride lot on the corner of N 175th Street and Meridian Avenue N is over capacity, serving 5 transit routes per day. The elementary school, Meridian Park Elementary School, is a "walking school" meaning that all the children within their boundaries walk to the school (rather than ride a school bus). There are no sidewalks on the northern boundary of the school property, only an asphalt path. West of the school on N 175th Street, there is a large gap of non-existent sidewalk. This project would bridge that gap, filling a missing link and providing 1.5 miles of continuous sidewalk from the local urban centers of North City (NE 175th Street and 15th Avenue NE) and Shoreline's Town Center (N 175th Street and Aurora Avenue N). The roadway and pedestrian amenities also provide a direct link to the Shoreline Interurban Trail and the newly rebuilt Shorewood High School. The Shoreline Civic Center/City Hall is located along this roadway and N 175th Street leads directly to the Shoreline Town Center, a district master planned in 2011 to facilitate an attractive, compact, walkable and mixed-use center that furthers Shoreline's goals for economic vitality, environmental sustainability and housing opportunities. The re-development of N 175th Street will directly support the establishment of new businesses and housing within the district by increasing roadway capacity.

In terms of the project's impact to those groups identified in the President's Orders on Environmental Justice, we do not expect any adverse effects or impacts. Any effects would be positive, in terms of increased mobility through the corridor to the Urban Centers and access to transit. The change in grade of the new, adjacent sidewalks would improve mobility for pedestrians, including the elderly and disabled and those wishing to access transit.

With Shoreline's first major corridor project on Aurora Avenue N (SR-99) entering its final section of construction, we now look to address other east-west corridors needing improvements to increase safety and mobility throughout Shoreline and the larger Puget Sound region. As stated earlier, N 175th Street is the main entrance to the City of Shoreline from Interstate I-5. It is an east-west principal arterial that connects two State Highways that are significant north-south corridors: Aurora Avenue N (SR 99) with over 40,000 ADT and Interstate I-5 with 169,000-187,000 ADT. It also connects to 15th Avenue NE, which is a principal arterial with between 16,000-19,000 ADT. N 175th Street is classified as a T2 Truck Route into central Shoreline and connects the I-5 and Aurora Avenue N freight routes and has between a two and four percent truck usage. The project will reduce a steep grade on N 175th Street allowing trucks to operate more efficiently and safely. This grade correction will also be a benefit to transit, bicyclists and other vehicles as they travel through the corridor.

The projected improvements to N 175th Street will logically connect the re-constructed Aurora Avenue N and Interstate 5 in Shoreline, assisting motorists and transit users to the Urban Centers of Lynnwood, Bothell/ Canyon Park, and Northgate. The current 4 lane alignment will likely be expanded to a 5 lane cross-section, increasing the mobility and safety of the roadway. The improvements will remove modal conflict, as sidewalks are not contiguous and in a large segment, only an extruded curb on both sides of the street separates pedestrians and bicyclists from the 30,000 vehicles using the roadway each day. New raised cycle tracks would further reduce modal conflicts. The new pedestrian and bicycling amenities will lead directly to Shoreline's Interurban Trail.

N 175th Street serves other modes of travel as well. The park and ride lot on the corner of N 175th Street and Meridian Avenue N is over capacity, serving 5 bus routes on, or intersecting with, N 175th Street. And, as indicated earlier, Shoreline's multi-modal Interurban Trail is directly west of Midvale Avenue N and N 175th Street. N 175th Street is key to multimodal linkages in Shoreline.

Please describe how your project will reduce emissions. Include a discussion of the population served by the project (who will benefit, where, and over what time period). Specific questions have been prepared to assist you in responding to this criterion depending on the type of project.

Please select all of the elements in the list below that are included in the project's scope of work, and provide the requested information in the text box below.

- Diesel Particulate Emissions Reduction Projects (e.g. diesel engine retrofits)
- Roadway Capacity (general purpose and high occupancy lanes)
- Transit
- Bicycle/Pedestrian Facilities
- Intelligent Transportation Systems (signalization, etc.)
- Alternative Fuels or Vehicle Technology
- Other

The N 175th Street project includes several elements that will improve the capacity and mobility of the corridor. The signals will be synchronized to enhance through traffic flow for the approximately 30,000 vehicles that use the roadway each day. Current 85 percentile speeds for N 175th Street are 40 MPH (24-hr average weekday traffic, combined two-directional averages); while the posted speed is 35 MPH. The intersections will have added turning lanes and lengthened storage so that turning queues will not spillover into through lanes. This is especially critical at the approach to I-5 due to spillover queuing from AM/PM peak ramp metering. This will significantly reduce idling time of the estimated 30,000 vehicles that travel through this corridor daily. N 1-75th Street is a T2 Truck Route and the project will reduce truck idling by improving traffic flow.

The intersection of N 175th Street and Meridian Avenue N currently has a LOS of F; we believe that this project will reduce it to a C. The 5 bus routes serving this corridor, four of which are peak only routes, will benefit through improved speed and reliability resulting from reduced congestion. The addition of approximately 0.8 miles (4224 linear feet) of new sidewalks (0.4 miles on both sides of N 175th Street) and raised cycle tracks will provide safety for the more than 400 daily users of the five bus routes that serve this project area, as well as improved, safe access to Shoreline's Interurban Trail for pedestrians and bicyclists. All of these items will improve transit reliability and performance and potentially increase ridership. Signals will be synchronized to improve system flow for both vehicles and transit. Within the project area, there is a park and ride, an elementary school, a high school, a childcare center, a multifamily apartment complex, single family homes, a church, and a major commercial/office cluster.

N 175th Street is a major walking route for the students at Shorewood High School. The Shoreline Civic Center/City Hall is located along this roadway and N 175th Street leads directly to the Shoreline Town Center, a district master planned in 2011 to facilitate an attractive, compact, walkable and mixed-use center that furthers Shoreline's goals for economic vitality, environmental sustainability and housing opportunities. The re-development of N 175th Street will directly support the establishment of new businesses and housing within the district by increasing roadway capacity.

Financial Plan & Project Readiness

In this section, sponsors will address questions regarding the PSRC funding request, the total estimated project cost and schedule, and the project's readiness to obligate PSRC funds. Sponsors should be aware of the following information before completing this section:

Funding Request: Sponsors may request funding for any single project phase, but requests for multiple phases are limited to preliminary engineering plus the subsequent phase necessary. I.e, a sponsor may request funding for both preliminary engineering and right of way phases or preliminary engineering and construction phases, but not both right of way and construction phases.

Funding Requirements: A minimum of 13.5% of local matching funds is required for both Surface Transportation Program (STP) and Congestion Mitigation and Air Quality Improvement Program (CMAQ) funding. The combination of the requested PSRC funds plus all other funding must be adequate to fully fund that phase. Requests that do not result in a phase being fully funded will be considered ineligible for PSRC funding.

Obligation Requirements: Per PSRC's project tracking policies, all project phases awarded PSRC funds must obligate by June 1st of the program year selected. For more information, see PSRC's project tracking policies [here](#).

PSRC Funding Request

Please identify the phase(s) for which PSRC funds are being requested, the funding source, the amount, and expected year of obligation. Confirm the total by pressing the calculate button.

Funding Source

- STP
- CMAQ

Phase

Preliminary Engineering Design

Obligation Year

2015

Amount Requested

3546500

Phase

Obligation Year

Amount Requested

Total PSRC Funding Request

3546500

Total Estimated Project Cost and Schedule

In the table below, please provide the total estimated cost and schedule for all phases of the project, from start to finish, and indicate when each phase was, or is planned to be, completed. If a phase is not required for the project, indicate with N/A.

Please include all funding amounts and sources (including the requested PSRC funds) and identify whether they are secure, reasonably expected, or unsecure. PSRC's definitions and guidance for determining secure and reasonably expected funds may be found [here](#).

NOTE: If you find that you need more rows than provided in the tables below, please fill out the supplemental project cost spreadsheet available [here](#) and upload in the area below.

Upload (only if necessary)

--

Planning Phase

Please note, the planning phase of a capital project is considered to be part of the preliminary engineering phase. Complete this section only if this project is an independent planning study.

Funding Source

Funding Status

Funding Amount

Total Planning Phase Cost

Actual or estimated completion date

Preliminary Engineering/Design Phase

Funding Source

Funding Status

Funding Amount

Total Preliminary Engineering/Design Cost

Actual or estimated completion date

Right of Way Phase

Funding Source

Funding Status

Funding Amount

500000

Funding Source

STP - likey future request

Funding Status

Unsecured

Funding Amount

1400000

Funding Source

TIB - likely future request

Funding Status

Unsecured

Funding Amount

2500000

Funding Source

Funding Status

Funding Amount

Funding Source

Funding Status

Funding Amount

Total Right of Way Phase Cost

4400000

Actual or estimated completion date

December 2019

Construction Phase

Funding Source

Shoreline Roads Capital

Funding Status

Unsecured

Funding Amount

1000000

Funding Source

STP - likely future request

Funding Status

Unsecured

Funding Amount

7000000

Funding Source

TIB - likely future request

Funding Status

Unsecured

Funding Amount

6300000

Funding Source

Funding Status

Funding Amount

Funding Source

Funding Status

Funding Amount

Total Construction Phase Cost

Actual or estimated completion date

Other Phase

Funding Source

Funding Status

Funding Amount

Total Other Phase Cost

Actual or estimated completion date

Project Summary

The calculated total project cost below is based on the entries completed above. Please review for accuracy before proceeding to ensure all funding is reflected.

Total Estimated Project Cost

22800000

Estimated Project Completion Date

December 2022

Financial Documentation

Please provide supporting documentation using the upload function below to demonstrate that all additional funds for the phase(s) for which PSRC funds are being requested are secure or reasonably expected.

Upload

http://fs19.formsite.com/psrc/files/f-0-475-7868949_RSwhUALt_Shoreline_175_attachments.pdf

Upload

Upload

Please describe the secure or reasonably expected funds identified in the supporting documentation. For funds that are reasonably expected, an explanation of procedural steps with milestone dates for completion which will be taken to secure the funds for the project or program should also be included. For more information, refer to PSRC's financial constraint guidance.

Information is attached in memo form.

City of Shoreline
Reasonably Secured Documentation
N 175th Street, Stone Avenue N to I-5

The Shoreline City Council recently added a “grant matching fund” to the City Budget in 2014 (pg 38 of the 2014 City of Shoreline Budget is attached). This originally had been a one-time addition to the budget, the City Council recently agreed that the consideration of this fund should continue in the future (City Council retreat, February 8, 2014 – memo attached). That consideration will take place in the fall of 2014 for the 2015 budget year. Based on the Council direction provided at the February 8, 2014 meeting, we have the reasonable expectation that the fund will continue into 2015. Additionally, we have Roads Capital Fund balance remaining that would be available to program to this project (pg 270 of the 2014 City of Shoreline Budget is attached).

Project Readiness

PSRC recognizes that the complexity of some projects can trigger a variety of prerequisites that must be satisfied before federal funding is typically eligible to be obligated. The questions in this section are designed to identify those requirements and assist sponsors to:

- Identify which obligation prerequisites and milestones apply to their specific project.
- Identify which of these have already been satisfied at time of application.
- Provide an explanation and realistic completion date for all obligation prerequisites and milestones not yet completed.

In the following section, sponsors will be asked a series of questions about the project. Based on these responses, sponsors will be directed to the appropriate set of subsequent questions addressing the project's readiness.

NOTE: Sponsors applying for funds for only planning studies or preliminary engineering/design phases are not required to provide further information for project readiness and will be directed to the next required set of questions.

Are you requesting funds for ONLY a planning study or preliminary engineering?

- Yes
 No

Is preliminary engineering for the project complete?

- Yes
 No

What was the date of completion (month and year)?

Have preliminary plans been submitted to WSDOT for approval?

- Yes
 No

When are preliminary plans expected to be complete and approved by WSDOT (month and year)?

Are there any other PE/Design milestones not listed above?

Project Readiness

What is the current level of NEPA documentation?

- Environmental Impact Statement (EIS)
- Environmental Assessment (EA)
- Documented Categorical Exclusion (DCE)
- Categorical Exclusion (CE)

Has the NEPA documentation been approved?

- Yes
- No

Please provide the date of NEPA approval, or the anticipated date of completion (month and year).

Project Readiness

Will right of way be required for the project?

- Yes
- No

How many parcels do you need?

What is the zoning in the project area?

Discuss the extent to which your schedule reflects the possibility of condemnation and the actions needed to pursue this.

Does your agency have experience in conducting right of way acquisitions of similar size and complexity?

- Yes
- No

If not, when do you expect a consultant to be selected, under contract, and ready to start (month and year)?

In the box below, please identify all relevant right of way milestones, including the current status and estimated completion date of each. For example, these might include:• True cost estimate of right of way• Right of way plans (stamped)• Relocation plan• Right of way certification• Right of way acquisition• Certification audit by WSDOT • Relocation certification

Project Readiness

Are funds being requested for construction?

- Yes
- No

Do you have an engineer's estimate?

- Yes
- No

Identify the environmental permits needed for the project and when they are scheduled to be acquired.

Are Plans, Specifications & Estimates (PS&E) approved?

- Yes
- No

Please provide the date of approval, or the date when PS&E is scheduled to be submitted for approval (month and year).

When is the project scheduled to go to ad (month and year)?

Other Considerations

Please describe any additional aspects of your project not previously addressed in the application that could be relevant to the final project recommendation and decision-making process. In addition, please describe any innovative components included in your project: these could include design elements, cost saving measures, or other innovations.

File Submission

Please provide any additional supporting documents, including maps, through the upload functions below.

Upload

http://fs19.formsite.com/psrc/files/f-0-477-7868949_Lj1ZiE1Q_N175thSt2014CW.pdf

Upload

Final Review

Please review all application form questions to ensure you have completed all fields. An email containing a PDF version of the project application will be sent to the project contact upon submission.

NOTE: Sponsors may update and resubmit information included in the application until the April 8th deadline. After the deadline has passed, the form site will close and sponsors will not have access for revisions.

Last Update

2014-03-19 13:01:39

Start Time

N/A with Save & Return

Finish Time

N/A with Save & Return

IP

146.129.242.52

Browser

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<http://fs19.formsite.com/res/formLoginReturn>

N 175th St Stone Ave N to I-5

Map Feature

 N 175th St Project

 Other City Park

 City of Shoreline Park

Landmark

 Cemetery

 Commercial

 Facility

 Golf Course

 Government

 Library

 Open Space

 Other

 Recreation

 Religious

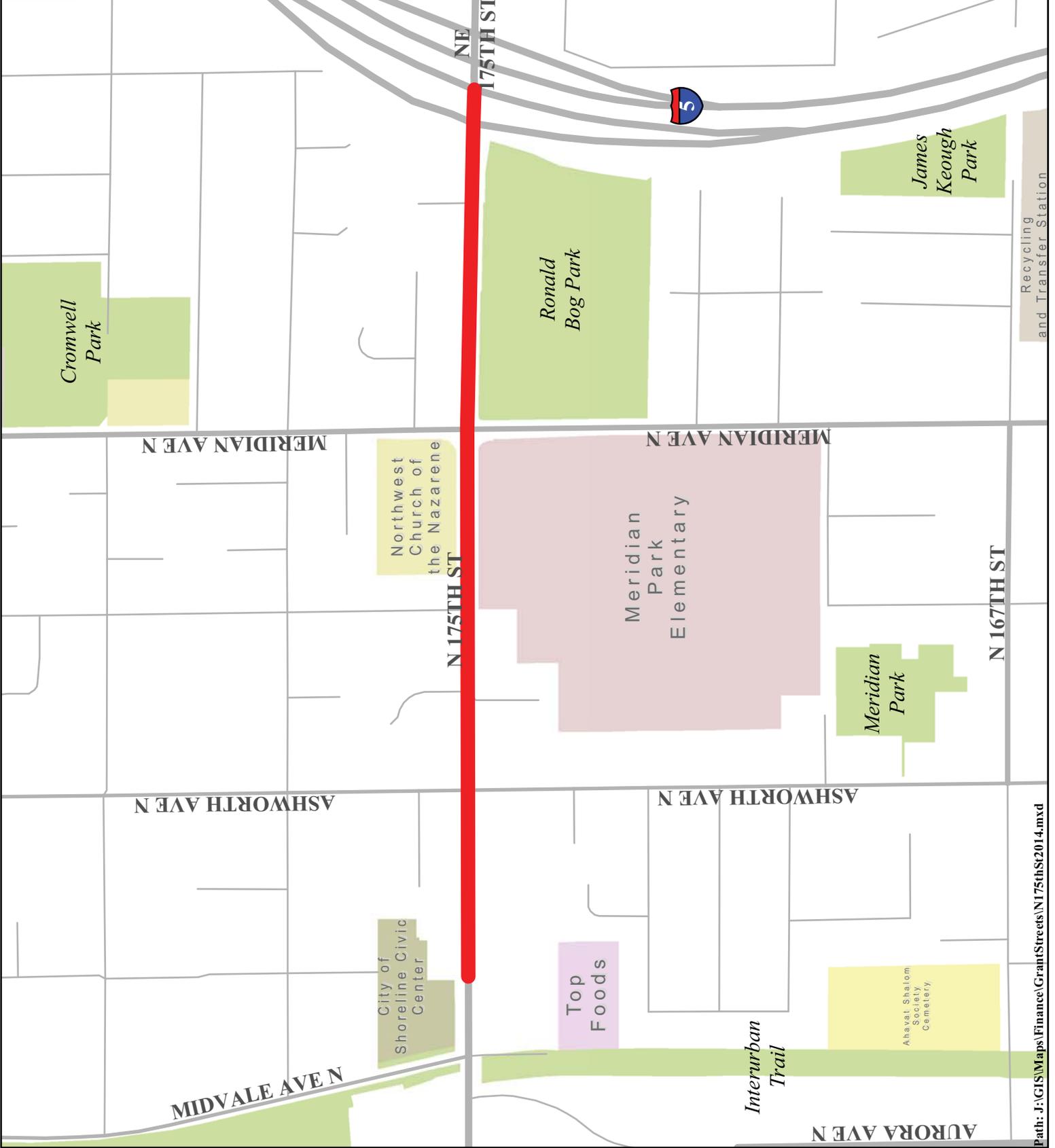
 School

 Transportation



User: jclark

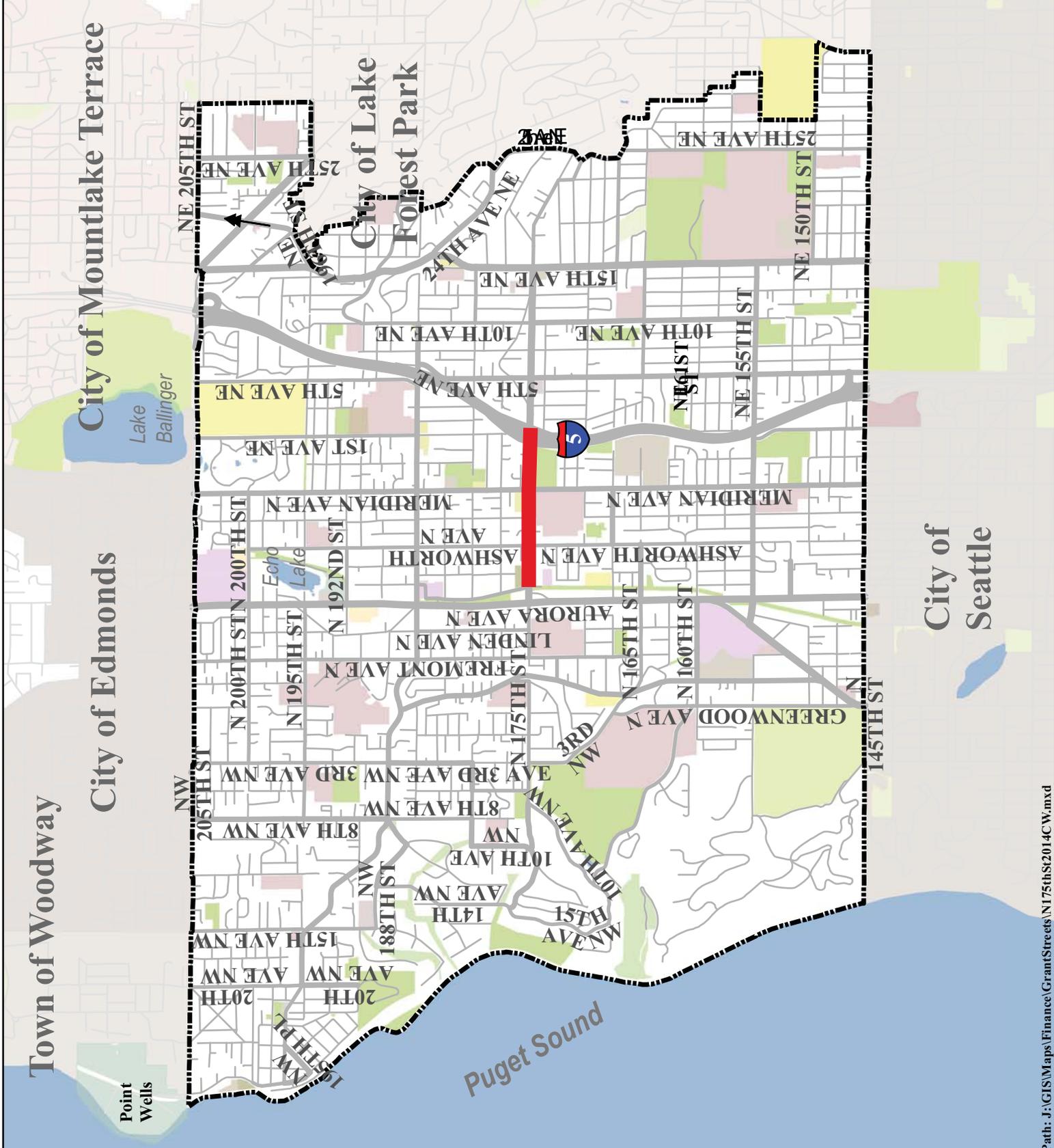
Date: 3/11/2014



N 175th St Stone Ave N to I-5

Map Feature

- N175th St Project
 - Other City Park
 - City of Shoreline Park
- Landmark**
- Cemetary
 - Commercial
 - Facility
 - Golf Course
 - Government
 - Library
 - Open Space
 - Other
 - Recreation
 - Religious
 - School
 - Transportation



City of Shoreline
Reasonably Secured Documentation
N 175th Street, Stone Avenue N to I-5

The Shoreline City Council recently added a “grant matching fund” to the City Budget in 2014 (pg 38 of the 2014 City of Shoreline Budget is attached). This originally had been a one-time addition to the budget, the City Council recently agreed that the consideration of this fund should continue in the future (City Council retreat, February 8, 2014 – memo attached). That consideration will take place in the fall of 2014 for the 2015 budget year. Based on the Council direction provided at the February 8, 2014 meeting, we have the reasonable expectation that the fund will continue into 2015. Additionally, we have Roads Capital Fund balance remaining that would be available to program to this project (pg 270 of the 2014 City of Shoreline Budget is attached).

As a result of these changes the City will add 3.0 FTEs in the 2014 Proposed Budget (all funds), the first staffing increase since 2008. Management believes these positions are essential to provide services to our citizens, meet Council goals, complete the City's ambitious work plan, and prepare for the assumption and acquisition of future sewer and water utilities. Even with this change, staffing levels are below those that the City had in 2006.

In 2014, Shoreline will have 2.27 FTEs per 1,000 population for non-utility personnel, a slight increase from 2.26 in 2013. In 2013, the median FTEs per 1,000 of population for comparable cities is 2.26 and the average is 2.67.

EXPENDITURES – ADDITIONAL PROGRAM COSTS

Other significant 2014 Proposed Budget recommendations for the General and Street Funds include the following:

Department	Program / Item	Cost	
		One-Time	On-going
CMO - Economic Development	Planned Action for Aurora Square CRA	125,000	
Transfer to Roads Capital Fund	Grant/CRA Matching Funding	300,000	
PCD - City Planning	145th Street Station Subarea Plan	180,000	
PW - Street Operations	Skid Steer Tractor & Trailer w/Attachments	134,138	6,245
Various	22 Smaller Requests	330,643	34,337
Total		1,069,781	40,582

These one-time items are being funded from year-end 2012 operating budget savings of approximately \$3 million.

EXPENDITURES – CAPITAL OUTLAY

As discussed above, the 2014 Proposed Budget for Capital Services Funds totals \$25.0 million. Significant projects making up this total include:

- Police Station \$ 1.9 million
 - Echo Lake Park Improvements 0.3
 - Saltwater Part Pedestrian Bridge Major Repair 0.3
 - Trail Corridors 0.3
 - Aurora Avenue North – 192nd to 205th 17.5
 - Annual Road Surface Maintenance Program 1.0
 - Einstein Safe Route to School 0.4
 - Interurban Trail/Burke-Gilman Connectors 0.5
 - NE 195th Separated Trail 0.4
 - 24 Other Projects 2.4
- Total \$ 25.0 million

SURFACE WATER UTILITY FUND

The Surface Water Utility is a complex operation providing sewerage operations related to maintaining the highest levels of surface water quality possible. Through a complex array of drainage ditches, detention structures, lift stations, underground collection and transmission



Memorandum

DATE: January 31, 2014

TO: City Councilmembers

FROM: Bethany Wolbrecht-Dunn, Grants Coordinator

RE: Grants Program Discussion

CC: Debbie Tarry, City Manager
John Norris, Assistant City Manager
Mark Relph, Public Works Director
Kirk McKinley, Transportation Services Manager

This memorandum provides background on the Grants Program discussion scheduled for the Council Workshop on February 8, 2014. In addition to providing you information on the overall Grants Program, staff is interested in Council discussion on the following items:

- Shoreline's Grants Policy
- Grant Opportunity Fund
- Changing Grants Landscape
- NE 145th Street Grants Strategy

As part of this discussion, staff is interested in hearing Council feedback on the following policy questions:

- Staff believes the Grants Policy, as adopted, is working well. Is the Council comfortable with this continued approach and policy?
- Is the Council interested in making the funding of the Grant Opportunity Fund part of the yearly budget process?
- Based on the preliminary information shared regarding the funding outlook for NE 145th Street, what other information would Council like regarding funding processes and programs when we bring back a more complete funding discussion for 145th on March 3, 2014?

Grants Program Background

The City has been applying for and utilizing grants since the City's incorporation in 1995. A formal Grants Policy (attached) was adopted in 2001 to provide direction to staff in seeking grants for City projects. Since that time, we have developed a program that is aggressive in seeking grant opportunities, while balancing the needs of the City to support current projects, programs, plans and goals. Our success rate each year for grant awards remains between 60-90%. Generally, the types of grants we receive can be categorized into two types: ongoing/regular and opportunity/project based.

Ongoing/Regular Grants

Ongoing/regular grants are those that are on a very predictable schedule. They are usually smaller funding amounts and often support the City's operating budget. Ongoing/regular grants have less emphasis on match or have no required match. Some examples are the Community Development Block Grant (CDBG) program which supports the Shoreline/Lake Forest Park Senior Center and the Minor Repair Program and the Justice Assistance Grant (JAG) which provides police equipment.

Opportunity/Project Based Grants

The opportunity/project based grants are less predictable in their schedule or availability and often they include new funding programs that are created in response to new priorities or a new administration. These are the types of grants that are of a larger scale in support of our Capital Improvement Program (CIP) and usually require a local match. An example is the Transportation Improvement Board's support of the Aurora Corridor Project. The City has also leveraged Parks Bond funds with King County Conservation Futures Tax funding to purchase South Woods and Kruckeberg Gardens.

Grants Policy

The intent of the 2001 Grants Policy was to clarify the circumstances under which the City Manager would seek Council review and approval prior to submitting a grant application. The Grants Program was designed to aggressively seek grant funding that supports City budgets and plans, while at the same time balancing the value of those resources against the City's ability to effectively manage the funds and ability to maintain activities started with outside funding.

Generally, staff may apply for grants that support programs that are consistent with the City Council's overall policy and budget direction. In practice, this has meant seeking grants for programs funded within the City's annual operating budget, adopted Capital Improvement Program (CIP), Transportation Improvement Program (TIP), Transportation Master Plan (TMP), or to support other City projects.

In order to ensure we are following the Grants Policy, we look at several factors (as outlined in the Policy) before pursuing a grant opportunity, including:

Match

When analyzing the match requirements, staff must clearly examine the impact of the match, the type of match, and determine if it can be absorbed by the particular department's budget. What are the requirements? Due to the type of match required, can the City meet the match requirement without the need for additional resources?

Cost/Benefit

Is the benefit to the City and its residents worth the investment required? The benefits include the funding amount, the value of the work to be accomplished and continued relationship with the grantor. The investment by the City may include time to complete the application, comply with regulations and additional costs imposed by the type of funding, and potential delay of the project due to funder's timelines.

Consistency with City Work Plan

Is the project to be supported by this funding within the scope of the particular department's work plan? Does the project match with the timeframe of the funding? If the project is not, would it impact their work plan negatively? While the availability of particular funding may cause a department to rearrange their work plan, it may be in the best interest of the City to do so.

Sustainability of Activity

This issue can pertain to both ongoing programs and new programs. The City seeks to use grant resources to support current programs, plans, and policies (generally, grant follows program, not programs follow grant). The creation of new programs needs careful consideration.

Consistency with Council Goals

Staff will seek opportunities that support Council goals, initiatives and directives.

Consistency with City Services

If the funding would provide for a program or project, is the activity consistent with the outlined City services and programs?

Acceptance and contracting for successful grants is governed by the City's Purchasing Policy and follows the contract limits outlined in the policy.

Grant Opportunity Fund (GOF)

In order to have a predictable local match available for potential grant applications throughout the year, staff is proposing a continuation of the Grant Opportunity Fund (GOF) for 2015 and subsequent years. Each year, staff would propose for Council approval of a portion of available General Fund prior year surplus from either one-time revenues or expenditure savings to place in the Grant Opportunity Fund. Staff may also identify available on-going or one-time capital revenues such as excess Real Estate

Excise Tax (REET), or new funding sources that may become available for placement in the Grant Opportunity Fund.

The GOF would allow the City to leverage local funds with grant funds to have a larger impact in the CIP, while not taking the place of programming Roads Capital or General Capital matches within specific CIP projects. The recommended target amount of the GOF is \$600,000. However, since it would be unlikely that the entire GOF would be used in some years, there may be some funds remaining in the fund, leaving the actual amount necessary to restore the fund at less than \$600,000.

Changing Grants Landscape

While the City was very successful in obtaining 90% of the Aurora Corridor Project funds through grants, much has changed in infrastructure funding in the past decade that would make the same success in a similar project very difficult. An increase in large scale, regional and state-wide projects such as various Sound Transit projects and the SR 520 Bridge Replacement Project are reducing the amount of state and federal funds available. Timelines for project implementation and completion have also shortened, making it almost impossible to build up enough funding to complete a larger infrastructure project. Since the implementation of the American Recovery and Reinvestment Act of 2009 (ARRA; i.e., federal stimulus funding), the focus of funders has shifted to “ready to go” projects; which also means pre-design and design only funding is almost non-existent.

NE 145th Street Grants Strategy

The changing landscape of infrastructure funding must be taken into consideration when creating a potential funding strategy for NE 145th. Currently, the proposed funding split for the corridor is as follows:

- **30% federal** – federal grants through Puget Sound Regional Council (PSRC), earmarks, direct federal grants
- **40% state** – WSDOT, TIB, Department of Ecology, State Transportation packages
- **30% local** – Shoreline, Sound Transit, Seattle City Light, KC Metro, fee in lieu

As the design process takes place, staff will have a clearer picture of our funding needs and will continue to refine the funding strategy.

Attachments

1. 2001 Grant Application Policy
2. 2014 Grant Opportunities Preview
3. 2008-2013 Grant Successes

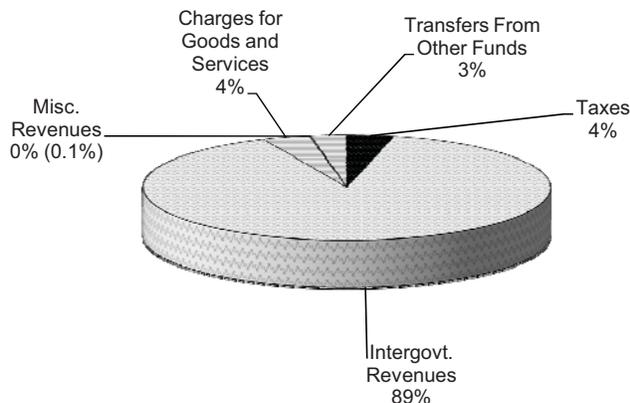
Roads Capital Fund (330) Summary

The Roads Capital Fund receives resources that are designated specifically for capital purposes. The primary on-going dedicated resource is real estate excise tax (REET). Other dedicated sources include fuel tax which is collected in the Arterial Street Fund and transferred to this fund and various project grants. Projects in the Roads Capital Fund are divided into three major categories: pedestrian/non-motorized projects, system preservation projects, and safety/operational projects. For a complete discussion of this fund refer to the Capital Improvement Program section of this document.

Department: Public Works
 Programs: Roads Capital Engineering
 Roads Capital Projects

	2010 Actual	2011 Actual	2012 Actual	2013 Current Budget	2013 Projected	2014 Proposed Budget	2014 Proposed Budget vs. 2013 Current Budget	Percent Change
Beginning Fund Balance	\$ 6,189,290	\$ 5,278,652	\$ 3,805,349	\$ 3,074,602	\$ 3,074,602	\$ 2,882,527	\$ (192,075)	(6%)
Funding Sources								
Budgeted Beg. Fund Balance	\$ -	\$ -	\$ -	\$ 831,587	\$ -	\$ -	\$ (831,587)	(100%)
Taxes	454,192	426,756	651,137	580,541	690,765	783,668	203,127	35%
Licenses & Permits	298	298	298	-	-	-	-	0%
Intergovt. Revenues	19,407,247	22,706,916	7,756,989	17,548,118	3,116,274	18,727,025	1,178,907	7%
Charges for Goods and Services	89,204	370,371	-	-	-	786,113	786,113	0%
Misc. Revenues	25,422	449,721	18,110	6,243	9,224	26,078	19,835	318%
Prior Year Adjustments	-	-	(52,777)	-	-	-	-	0%
Total Revenue	\$ 19,976,363	\$ 23,954,062	\$ 8,373,757	\$ 18,966,489	\$ 3,816,263	\$ 20,322,884	\$ 1,356,395	7%
Transfers From Other Funds	2,056,984	1,510,332	1,256,426	1,444,136	1,398,709	589,045	(855,091)	(59%)
Total Funding Sources	\$ 22,033,347	\$ 25,464,394	\$ 9,630,183	\$ 20,410,625	\$ 5,214,972	\$ 20,911,929	\$ 501,304	2%
Use of Funds								
Salaries & Wages	\$ 913,015	\$ 934,382	\$ 605,745	\$ 501,363	\$ 538,893	\$ 458,337	\$ (43,026)	(9%)
Personnel Benefits	251,457	256,450	178,662	163,842	162,471	159,943	(3,899)	(2%)
Supplies	23,873	60,137	59,614	3,050	3,050	3,050	-	0%
Other Services & Charges	4,810,801	5,716,238	2,483,622	5,045,778	2,630,542	2,914,726	(2,131,052)	(42%)
Intergovt. Services	47,536	250,707	152,466	29,698	25,798	-	(29,698)	(100%)
Capital Outlays	16,703,820	19,660,737	6,821,897	14,610,815	1,990,214	17,291,919	2,681,104	18%
Debt Service	-	6,750	2,507	-	-	-	-	0%
Interfund Payments for Service	193,482	52,296	56,417	56,079	56,079	44,876	(11,203)	(20%)
Total Expenditures	\$ 22,943,984	\$ 26,937,697	\$ 10,360,930	\$ 20,410,625	\$ 5,407,047	\$ 20,872,851	\$ 462,226	2%
Ending Fund Balance	\$ 5,278,652	\$ 3,805,349	\$ 3,074,602	\$ 2,243,015	\$ 2,882,527	\$ 2,921,605	\$ 678,590	30%
Total FTE's	10.28	10.53	10.11	6.87	6.87	5.43	-1.45	(21%)

2014 Funding Sources



2014 Use of Funds

