

The Human Services Commission approved these minutes on April 3, 2018

CITY OF BELLEVUE
HUMAN SERVICES COMMISSION
MINUTES

March 6, 2018
6:00 p.m.

Bellevue City Hall
City Council Conference Room 1E-120

COMMISSIONERS PRESENT: Chairperson Mercer, Commissioners Kline, McEachran, Oxrieder, Perelman, Piper

COMMISSIONERS ABSENT: Commissioner Ma

STAFF PRESENT: Alex O'Reilly, Dee Dee Catalano, Christy Stangland, Department of Parks and Community Services; Jerome Roache, City Attorney's Office; Bradley Calvert, Planning and Community Development ; Deputy Mayor Robinson

GUEST SPEAKERS: None

RECORDING SECRETARY: Gerry Lindsay

1. CALL TO ORDER

The meeting was called to order at 6:01 p.m. by Chair Mercer who presided.

2. ROLL CALL

Upon the call of the roll, all Commissioners were present with the exception of Commissioner Perelman, who arrived at 6:13 p.m., and Commissioner Ma, who was excused.

3. APPROVAL OF MINUTES

A. February 6, 2018

A motion to approve the minutes as submitted was made by Commissioner McEachran. The motion was seconded by Commissioner Piper and the motion carried unanimously.

4. PETITIONS AND COMMUNICATIONS – None

5. STAFF AND COMMISSION REPORTS

Commissioner McEachran noted that Mayor Chelminiak at his first Council meeting as Mayor rephrased an important part of the Commission's mission when he referred to attainable housing rather than affordable housing.

Commissioner McEachran noted that as of March 26 Eastside Pathways was operating from its new executive offices on the campus of St. Andrew's Lutheran Church. The space they took over was previously occupied by Congregations for the Homeless, and before that Imagine Housing.

Commissioner Oxrieder called attention to an article in the *Seattle Times* titled "Can Ride Sharing Companies Cure Medical Transportation Woes." She said the article points out that Uber and Lyft are operating in every U.S. market. Commissioner Kline added that a new company called Envoy America has begun operating in Seattle; their focus is specifically aimed at assisting seniors and the medically fragile populations in getting to appointments.

Commissioner Piper commented that along with Commissioner Perelman and Human Services Planner Christy Stangland and intern Cynthia Moreno he took a tour of Kindering Center. He said the tour, given by the Director Mimi Siegel, was very informative. The center serves some 4500 children and families annually and hopes by 2020 to double that number. Their statistics indicate that 46 percent of those who finish the birth to three program do not qualify for school district services. The estimate is that that results in a total per-child savings to the school district of \$51,000. Funding for the agency comes from a mix of federal, state, county and city grants, insurance and Medicaid, and the school district. Going forward, the agency's goals are to focus a third on its traditional services, a third on high-dosage consulting, and a third on burnishing the agency's image.

Chair Mercer said she left the Commission's meeting on February 21 ruminating on what Major McCracken had said about the opioid crisis. She said a recent *Time* magazine, which was dedicated entirely to the opioid crisis, reflects much of what Major McCracken reported.

6. DISCUSSION

A. Human Services Commission Bylaw Updates

Jerome Roache, Assistant City Attorney in the City Attorney's Office, noted that the office has been working to update the bylaws for all of the city's boards and commissions. The work is the result of direction from the City Council for all boards and commissions to have consistent bylaws in place. To that end a template was drafted for all boards and commissions that allowed for some specific variables, including the order of business, the date and time of meetings, and the month in which officers are elected. Other items cannot be varied.

Answering a question asked by Commissioner Kline, said currently the city's boards and commissions all have different bylaws. Under the direction given by the Council, the boards and commissions will have consistent bylaws.

Commissioner McEachran suggested the Commission should fill in the blanks in the proposed bylaws relative to meeting dates and times and the fact that the Commission tends to follow the same agenda format each time. He said he would leave to the Chair the task of working directly with staff to get all the details correct in the document.

Chair Mercer called attention to Article I, paragraph C, and asked if as drafted the Commission must seek from the Council permission to hold a joint meeting with the commissions of other Eastside cities. She pointed out that the Commission is in fact trying to move the ball forward relative to regional issues. The proposed bylaws also state that a Commissioner cannot visit another board or commission without first having permission to do so.

Commissioner Kline pointed out that the work currently being undertaken with the Transportation Commission would be off the table under the proposed bylaws.

Mr. Roache said the prohibition against working with other regional entities mainly addresses a person representing themselves as speaking on behalf of the city of Bellevue. Under the direction given by the Council, no one can do that unless specifically authorized to do so.

Chair Mercer said a representative of the Transportation Commission had not been able to attend a previous Human Services Commission meeting specifically because the Transportation Commission had not had time to vote to allow someone to attend. She said she also questioned how under the proposed bylaws the Commission could schedule a joint meeting with the human services commissions of other Eastside cities. Paragraph C is very specific in stating that the Commission shall not participation in regional issues not specifically assigned to the Commission by the City Council. The language can be interpreted as meaning the City Council must vote to allow such participation. Given the work the Commission does, it would not be good to have to seek a vote of the Council every time there is a need to talk to a regional partner. The issue needs to be resolved.

Commissioner Oxrieder pointed out that the Commissioners have been asked to attend a training session with other human service commissions relative to bias in evaluating grant applications. She asked if the bylaws as proposed would prohibit that. Mr. Roache said he did not believe it would. The bylaws were drafted to ensure that individual Commissioners do not act in a fashion with other jurisdictions that is inconsistent with Council direction.

Chair Mercer said she understood the concern but stressed what is needed is an approach that will somehow allow the Commission to do the work it needs to do, which includes meeting with other entities within the city and regional partners. Mr. Roache said the Commission has been given a charge by the Council to do certain things. There is an ordinance in place, and the Council has over the years articulated certain responsibilities to be carried out by the Commission. Accordingly the Commission is free to go outside and do what it has been tasked to do. Chair Mercer said that would mean more if a Transportation Commission had not already been precluded from attending a Human Services Commission meeting because their Commission had not had time to vote to approve sending the representative. She said there needs to be clarity with regard to what the Commission can do without a vote. Mr. Roache said the provision is specifically intended to prevent Commissioners from going outside their purview. Anything that is within the Commission's purview is allowed.

Chair Mercer said she had some very specific issues in the bylaws she wanted to see addressed. Mr. Roache encouraged her to write them down and agreed that he would address them at a future meeting.

Commissioner McEachran said he trusted the staff to keep the Commissioners informed in regard to what it can and cannot do.

On the point that Commission members are not authorized to speak on behalf of the Commission unless expressly authorized to do so by the Commission, Mr. Roache pointed out that the clause is intended to prevent having a Commissioner attend another meeting and espouse a position that is out of keeping with the full Commission. Those attending that meeting and hearing a Commissioner take a specific position could rightly assume that the Commissioner was speaking on behalf of the Commission.

Commissioner McEachran pointed out that he serves as a member of the Wilburton CAC along with representatives from the Transportation Commission, Planning Commission and the Arts Commission. He asked if the comments made by those representatives at the CAC meetings are in conflict with the bylaws. Mr. Roache agreed to take a look at that and the other feedback and respond at a future meeting.

With the arrival of Councilmember Robinson, Chair Mercer provided a quick recap of the conversation and the concerns voiced by the Commission with regard to the bylaws. Councilmember Robinson explained that the requirement for Commissioners to have the voted support of their Commission came about as a result of instances in which Commissioners actually lobbied the Council as Commissioners and then wrote a public letter to the Council representing themselves as the board or commission. Commissioners are of course free to address the Council as individuals, but should not speak on behalf of a board or commission without the authority to do so.

7. DISCUSSION

A. Update on Wilburton Citizen Advisory Committee

Community Development Program Manager Bradley Calvert said the 15-member Wilburton CAC is close to wrapping up its work. Having outlined the 330-acre study area on a map, he pointed out that the project is part of a two-pronged planning effort that includes the Grand Connection, a non-motorized corridor passing through the downtown and crossing the freeway to connect with the heart of the study area. The Eastside Rail Corridor runs through the middle of the study area, and the coming of light rail will provide congestion free direct connections to the downtown, Seattle and Redmond. The Wilburton light rail station will be located in the heart of the study area behind Whole Foods.

Mr. Calvert said one thing the CAC has been looking at is urban form, or the height and density of development in the study area. A clear preference has been voiced for a central node of fairly high intensity around the intersection of the Eastside Rail Corridor and the Grand Connection and to the south of the light rail station. A similar exercise was undertaken involving the property owners in order to allow them to have a say; not surprisingly, they primarily would prefer to see taller and denser buildings.

All of the information was put together to yield a vision and to generate three alternatives, beginning with the no action alternative based on making no changes to the Land Use Code or the urban design standards, and making no transportation improvements. Under the no action alternative, the density of the area would remain low except for the northern portion of the study area that is part of the Bel-Red zoning. The second alternative was fully crafted by the CAC and represented a middle ground approach. The third alternative, which was started by the property owners, was ultimately refined by the CAC but continued to represent the most density of the three.

The CAC developed a set of design principles in light of the fact that the study area is unique. The group expressed support for having iconic building designs in the denser area centered around the light rail station, the Eastside Rail Corridor and the Grand Connection. They also voiced support for complexity in massing to diminish the scale to create something on more of a human scale. For the lower-density areas identified by the CAC, the group had in mind the scale of development emerging in the Spring District and Olympic Village in Vancouver, B.C. The areas closer to the single family neighborhoods were indicated as ripe for having a gentler density with townhomes and buildings that are generally smaller in scale.

One of the most important elements to the CAC was the street-level experience, the pedestrian realm. They wanted something distinct from the downtown, something that is far more intimate, with a diversity of uses and inspiring fun designs.

Mr. Calvert said a number of prompts were issued to the CAC about how to prioritize transportation. The survey asked if the focus should be on 116th Avenue NE and the Eastside Rail Corridor, the east-west connections with the downtown, or on internal connections within the study area. Much was said by the CAC members about having smaller blocks to allow for better connections between parcels and with the Eastside Rail Corridor. The CAC established a network of local streets, activated alleys and pedestrian pathways that would create a permeable Eastside Rail Corridor. The CAC also stressed the need for pedestrian and cyclist connectivity along with green and sustainable streets. Given the agricultural history of Wilburton, along with the mills that once were located there and the fact that the Eastside Rail Corridor was a former freight rail line, the CAC called for highlighting those elements through inspired designs as a way of honoring that history.

The CAC saw the Eastside Rail Corridor as a defining feature of the area, with active uses such as restaurants, shops and services facing the trail. A number of other parks and open space options were considered, including a central civic space, the natural aspects of Sturtevant Creek and the wetlands as public amenities, and well-designed pocket parks and plazas. Part of Sturtevant Creek will be daylighted as part of the East Link project and that will provide incentive and opportunity to do the same in other portions of the study area. The CAC also considered affordable housing as an appropriate use, particularly in those areas where pedestrian access and access to transit is emphasized.

Mr. Calvert said the draft environmental impact statement was released on February 1, which triggered a 45-day public comment period that will close on March 19.

Commissioner Perelman asked if the draft environmental impact statement process for Wilburton is the same that applied to the Bel-Red district. Mr. Calvert allowed that it is the same process. It helps to identify any adverse impacts from increasing trips resulting from additional density, housing and jobs, and looks for opportunities to mitigate those impacts based on the worst case scenario. In Bel-Red for example, incentives in the form of increased density are in place for daylighting streams.

With regard to affordable housing, Commissioner Perelman commented that the Commission grapples with the issue. Using the affordability levels, housing in Bellevue is still more expensive than many can afford. She asked if there is a desire to be more aggressive in regard to affordable housing in the Wilburton neighborhood or if the same approach used in the rest of Bellevue will be taken. Mr. Calvert said it was beyond the scope of the CAC to establish the percent of area median income thresholds. They did develop some affordable housing principles that indicate their desire to be aggressive. There are a number of city owned assets in the study area that represent good opportunities. Going forward, the CAC will work toward selecting a preferred alternative. Most of the members lean toward Alternative 2 on the understanding that giving more density will allow opportunity for the city to ask for more back. More housing will mean increased opportunities for obtaining affordable housing.

Chair Mercer observed that when the Spring District study was under way, there was a lot of talk about affordable housing. She asked if the Wilburton study is incorporating the lessons learned there and being more aggressive in making sure there will be more affordable housing in the study area. Mr. Calvert said the Wilburton study is benefiting from the work of the affordable housing technical advisory group. In Bel-Red as a whole, developers can only build to an FAR of 1.0 before having to provide affordable housing. The Wilburton CAC has taken a more aggressive approach. The hospital and school district representatives on the CAC made presentations that painted a dire situation relative to what workers earn and what housing costs. The average teacher must commute at least an hour to find housing they can afford, and 57 percent of those employed by the hospital are well below 80 percent of area median income.

Ms. O'Reilly asked if the CAC discussions included universal design principles, sometimes called age-friendly principles, to address those with mobility issues, which could also include families with young children. Mr. Calvert stressed that the CAC was not working at the design level. Those issues certainly will be considered in moving forward in the design process.

Chair Mercer asked if consideration was given to including a community center in the study area. Mr. Calvert said the CAC did identify the city owned Lincoln Center site as appropriate for some sort of community center or element. Throughout the process, the CAC has talked favorably about having community and neighborhood oriented businesses and services given their view that Wilburton should be a neighborhood and not an extension of the downtown. Chair Mercer proposed giving consideration to developing a mini city hall in the area.

Commissioner Perelman asked if the work of the CAC by way of developing plans for the study area is in any way tied to the city's budget. Mr. Calvert said that the roads in the area cannot get any wider and not many more of them can be added, so budget dollars will not be needed for that. The Eastside Rail Corridor is a King County project. Much of what the CAC has talked about, including street connections, affordable housing and open space, can be tied to the Land Use Code and the development standards in the form of incentives.

Mr. Calvert said the CAC is slated to wrap up its work in April. Their recommended vision will be taken to the Council in the summer. Any Comprehensive Plan amendments, Land Use Code amendments and design guideline changes will occur in 2019.

Chair Mercer asked how the neighboring single family property owners feels about what has come out of the CAC process. Mr. Calvert said the Wilburton neighborhood lies directly to the east of the study area. Some 900 flyers were sent out in the summer of 2017, and staff attended their neighborhood picnic and spoke to 70 or 80 people, most of whom were very supportive of the vision. One of the Council

principles for the study is that the outcome will need to benefit the Wilburton neighborhood. Three Wilburton neighborhood residents are on the CAC, and the neighborhood was also surveyed for input.

Commissioner McEachran said there are some 260 residents in the Wilburton neighborhood, and they will see density increase around them. The CAC was provided with a great deal of demographic information. As the Commission looks at where human services are delivered, it would be good to have similar demographic information for all neighborhoods in the city. The idea of having a couple of easily accessed geographic centers makes a lot of sense.

Ms. O'Reilly asked how the plan envisions intersecting with transportation options. She pointed out that the Commission has heard from several groups, including seniors, about the difficulties associated with accessing transit, particularly in the hospital district. Mr. Calvert said all of the streetscapes would be substantially improved under the plan, both from an aesthetic and quality perspective, but also from the standpoint of improved transit stops. One of the primary recommendations for the Grand Connection is to have an autonomous shuttle connecting Meydenbauer Bay and the Wilburton commercial area. Something similar is currently being piloted in Washington, D.C., Atlanta, Las Vegas and Santa Monica.

Commissioner Kline commented that a huge development is currently under way in Overlake in Redmond that is right on the border with Bellevue and asked how Bellevue and Redmond interact relative to addressing the impacts of large developments. Mr. Calvert said the two jurisdictions have different rules and regulations in place. He said he did not know the degree to which the two cities interact.

8. DISCUSSION

A. CDBG CAPER Report

Grant Coordinator Dee Dee Catalano said the Consolidated Annual Performance & Evaluation Report (CAPER) is a required document that explains how the previous year's allocations was spent. The format of the document is dictated by HUD.

Calling attention to Table 6 on page 8 and Table 7 on page 9, Ms. Catalano allowed that the numbers should match. She said the heading for Table 7 should be "Number of Individuals Served" and allowed that she would make that change, and she said she would adjust the numbers to add up to 32. She also explained that the discrepancy on Table 6 between the one-year goal and actual number of households supported through rehab of existing units was the result of not having the 2017 CDBG allocation in hand until September. The fact that another 45 households were served in calendar year 2016 using 2016 dollars is not reflected. She said she would include the clarification in the report.

Commissioner Kline asked if the differences between the expected and actual columns in Table 1 are also related to the timing of the money. Ms. Catalano allowed that was indeed the case. She said the city never gets its allocation when the federal fiscal year begins, which is October 1. Congress has yet to even pass the 2018 federal budget so it is anyone's guess when those funds will be received.

9. OLD BUSINESS

Ms. Stangland reported that the survey in partnership with King County Metro had been launched in English, Spanish, Russian and Korean and Chinese. She said it had been sent out to all non-profits on the distribution list and had been made available to the Catholic Community Services regional access point & family winter shelter, Hopelink, Jewish Family Service, the Congregations for the Homeless day center, the Sophia Way day center, at Renewal food bank, and the Bellevue School District. She said it had also been given to the Network on Aging, the North Bellevue Community Center, mini City Hall, Chinese Information and Referral Service, India Association of Western Washington and SeaMar. It was also available at the Overlake Senior Fair, all community centers, and was sent to Bellevue College. The city posted the link on its Twitter, Facebook and NextDoor sites as well as the city's website. The printed surveys will be picked up on March 16 and forwarded to King County Metro. The online survey will be live until March 19.

Commissioner Kline asked if there is a person at each agency that is working to make sure people fill out the survey. Ms. Stangland said a different approach will be taken by each agency.

Commissioner Kline asked if any attempt is being made to get information from shift workers. Ms. Stangland said there has not been an effort made to reach out to employers. The current focus is on trying to reach older adults and low-income folks. Commissioner Kline proposed asking the Chamber of Commerce and other organizations that have employers as members to include a link to the online survey in their newsletters.

Ms. O'Reilly said the agenda for the Commission's March 20 meeting will include a transportation discussion with King County Metro. It will be another joint meeting with the Network on Aging and it will truly be a listening session. The results of the survey will not be discussed until the first Commission meeting in April. Also on the agenda for March 20 will be an update from Associate Planner Janet Lewine regarding the city's affordable housing strategy.

Ms. Stangland reported that after the Commission meeting on February 21 she reached out to Principal Transportation Planner Kevin McDonald inviting the Transportation Commission to attend the March 20 meeting. She said she had not yet received a response.

10. NEW BUSINESS

Ms. Catalano announced that the general fund applications became available on March 5. The application period closes on April 10. She reminded the Commissioners about the funders workshop on March 7 in Redmond to which all agencies are invited to attend. The application notebooks will be distributed to the Commissioners at the second meeting in April.

Ms. Catalano said the CDBG RFP process for 2019 will open on March 27.

Ms. Catalano said program income totaling \$438,000 had been received in 2017, which is far more than what has been available in the past. Those funds will need to be spent down along with the remaining 2018 funds. A special 2018 RFP will be sent out.

Ms. O'Reilly noted that the department intern traditionally gives a presentation to the Commission. Intern Cynthia Moreno said her internship with the city would end in June and asked the Commissioners what topic would be most relevant to them for her presentation in April. She said the thesis she is writing as part of her master's degree program involves talking with Mexican immigrants and said she could present her findings from that project. She said she also has been involved with the city's effort to create a formal language access policy and she could give a presentation on that. Additionally, she noted that she has been working with the Eastside Human Services Forum on legislative agenda items relevant to the Eastside and King County and could provide an update on that process.

Commissioner Oxrieder asked Ms. Moreno if her work with Mexican immigrants has yielded information about any coalitions that have been formed, like the old Eastside Latino Leadership Forum or other advocacy groups. Ms. Moreno said she was not aware of any new groups having been formed, but said she had been made aware of an advisory body working to advise the Bellevue Police Department.

Commissioner Kline said she would like a presentation on the legislative agenda items in addition to a short update regarding the other two topics.

Chair Mercer said she also wanted to hear about the legislative agenda but would also like to hear about the thesis project.

11. PETITIONS AND COMMUNICATIONS – None

12. ADJOURNMENT

A motion to adjourn was made by Commissioner McEachran. The motion was seconded by Commissioner Piper.

Chair Mercer adjourned the meeting at 8:03 p.m.

Secretary to the Human Services Commission

Date

Chairperson of the Human Services Commission

Date