East Bellevue Community Council
Summary Minutes of Regular Meeting

April 3, 2018 Lake Hills Clubhouse
6:30 p.m. Bellevue, Washington

PRESENT: Chair Hummer, Vice Chair Walter, Alternate Vice Chair Gooding, and Councilmembers Dhananjaya and Kasner

ABSENT: None.

STAFF: Chris Long, Traffic Engineering Manager
John Murphy, Associate Planner
Charmaine Arredondo, Assistant Director

1. **CALL TO ORDER**

The meeting was called to order at 6:34 p.m., with Chair Hummer presiding.

2. **ROLL CALL**

Deputy City Clerk Karin Roberts called the roll. All Councilmembers were present.

3. **FLAG SALUTE**

Chair Hummer asked Councilmember Gooding to lead the flag salute.

[Agenda modified]

6. **APPROVAL OF AGENDA**

Vice Chair Walter moved to approve the agenda, amended to move Agenda Item 6, Approval of Agenda to follow Agenda Item 3; to move Agenda Item 15, Approval of Minutes to follow Approval of Agenda; and to add Agenda Item 12 (b), Outreach Discussion. Councilmember Gooding seconded the motion, which carried by a vote of 5-0.

[Agenda modified]

15. **APPROVAL OF MINUTES**

(a) Summary Minutes of the February 6, 2018 Regular Meeting

Responding to Councilmember Kasner, Ms. Walter said her revision to the minutes related to the discussion with staff regarding the items reflected in the Land Use Table before and after the adoption of the homeless shelter permitting Interim Official Control Ordinance.

Councilmember Kasner moved to approve the minutes of the February 6, 2018 Regular Meeting, as amended. Vice Chair Walter seconded the motion. The motion carried by a vote of 5-0.

(b) Summary Minutes of the March 6, 2018 Regular Meeting

Vice Chair Walter moved to approve the minutes of the March 6, 2018 Regular Meeting. Councilmember Kasner seconded the motion, which carried by a vote of 5-0.

Vice Chair Walter expressed an interest in directing staff to reflect revisions suggested by EBCC members in redlined format in documents.

Councilmember Kasner noted that revisions to meeting minutes occur a couple of times per year, and the changes are typically shown.

Vice Chair Walter moved to request that staff reflect revisions to documents suggested by EBCC members in redlined format. Councilmember Gooding seconded, which carried by a vote of 5-0.

[Agenda modified; See Agenda Item 6 above.]

4. COMMUNICATIONS: WRITTEN AND ORAL

Bill Capron spoke regarding the two fires at the mosque. He recalled the fire that damaged the Shell gas station approximately four years ago, at which time the EBCC wrote a letter to the property owner, Key Bank, requesting that they demolish the building. He asked the Community Council to send a letter to the mosque members requesting demolition of the old building. Mr. Capron expressed concerns regarding opioids and safe injection sites. He noted a Reader's Digest article about librarians being on the front line in dealing with opioid addiction. He said the problem cannot be ignored by the community.

Irene Fernandes, speaking on behalf of the Lake Hills Neighborhood Association (LHNA), said there will be an Earth Day event on April 22 in the library's courtyard at the Lake Hills Village shopping center. Representatives from the Bellevue Police Department and Bellevue Fire Department will attend the next LHNA meeting to discuss public safety.

Warren Halverson expressed concern regarding the bifurcation of the permit process for Puget Sound Energy's Energize Eastside project. He said there was never any indication in the Environmental Impact Statement (EIS) that the project would be divided into two projects. He said this has significant implications on how the EBCC represents this community related to Process III project permits. He opined that if the project moves forward as Phase 1, the City will conduct all of the public hearings instead of the EBCC. He said people are looking to the EBCC for leadership.

Bob Parker, Senior Project Manager for Puget Sound Energy, provided an update on the Lake Hills-Phantom Lake reliability project. The primary activities are acquiring easements with individual property owners, finalizing the vegetation plan with the City, and obtaining the final street use permit for the Lake Hills Substation. The substation will be temporarily deenergized and the load will be transferred to other substations while the Lake Hills Substation is rebuilt this summer. He referred the EBCC and the public to PSE's website for more information.

Chair Hummer followed up on public comment from the March meeting in which a resident expressed concern regarding a neighbor operating a business at his home. The speaker reported that the car business experienced fires in the past. Ms. Hummer said the City investigated and determined that an auto repair business was not being operated at that address. Ms. Hummer said she will contact the citizen who expressed concern.

Ms. Hummer reminded the public that they can provide feedback and requests to the City through the MyBellevue app, City website (www.bellevuewa.gov), and PublicStuff.com.

5. REPORTS OF CITY COUNCIL, BOARDS AND COMMISSIONS

(a) Environmental Services Commission

Councilmember Dhananjaya highlighted projects impacting East Bellevue including the replacement of aging water meters with advanced metering infrastructure (AMI), small diameter water main replacement, fire hydrant replacement, and water service line replacement.

(b) Planning Commission

Vice Chair Walter said proposed Comprehensive Plan Amendments (CPAs) were discussed during the Commission's March 14 meeting. She noted that none are within the EBCC jurisdiction. The list of applications to be considered relate to the East Main Light Rail Station area, DASH Glendale mixed use development, Jewish Day School rezone, Bellevue Nursery, Newport Hills Shopping Center redevelopment, and a development project at Cougar Mountain. The DASH Glendale project is at 126th Avenue NE and NE 8th Street.

Councilmember Dhananjaya noted an email he received regarding more affordable housing at 148th Avenue NE and NE 8th Street.

(c) PSE Bellevue College Meeting

Councilmember Kasner reported on Bellevue College activities. He said the TELOS program for active retirees is located at the college's north campus, and Puget Sound Energy provided a presentation during the March 23 session. He said PSE staff indicated that solar energy was not included in their plan because, 10 years ago, it was not profitable or feasible. He said the Coalition of Eastside Neighborhoods for Sensible Energy (CENSE) later asked for the opportunity to present additional perspectives to the TELOS program.

(d) Parks & Community Services Board

Chair Hummer said she attended the meeting of the Parks and Community Services Board. She said the meeting focused on the unfunded parks capital projects list, which reflects no projects within the EBCC jurisdiction. She said Board members noted that two projects previously recommended to the City Council were not moved forward. The Board is interested in renewing the 2008 Parks Levy.

Ms. Hummer distributed copies of a spreadsheet she developed regarding single-family room rentals in neighborhoods.

Councilmember Kasner noted that he served on the Parks and Community Services Board from 1996 to 2000. He said interest in an aquatic center was raised at that time and has recently resurfaced within the local and broader community.

Mr. Kasner expressed concern about the lack of parks projects planned for East Bellevue. He noted that Airfield Park is near, if not in, the EBCC jurisdiction, and he would like to see the development of that park move forward.

[Agenda modified; See Agenda Item 6 above.]

7. DEPARTMENT REPORTS

(a) Neighborhood Safety, Connectivity and Congestion Levy Projects Update

John Murphy, Associate Planner, presented the 2016 Neighborhood Safety, Connectivity and Congestion Levy update. The 20-year property tax levy was approved in 2016, and more than 40 projects will receive funding through 2018. Projects include safety enhancements, sidewalks, bike facilities, maintenance, Intelligent Transportation System (ITS), and neighborhood congestion reduction. He said projects funded in 2017 were focused on design, with the focus in 2018 being on construction.

Chris Long, Traffic Engineering Manager, described the Neighborhood Congestion Reduction levy-funded program. Staff worked with the Transportation Commission and the public in 2017 to develop the project prioritization framework and scoring criteria to guide the selection of projects for 2018. The scoring criteria and project descriptions [Attachment E] and 2018 work plan [Attachment F] are provided in the meeting packet. He recalled that improvements to 150th Avenue were initiated last year to address congestion in the Eastgate area.

Mr. Long highlighted a list of projects in East Bellevue including congestion relief projects on 148th Avenue, 156th Avenue, Lake Hills Boulevard, SE 16th Street, and SE 24th Street. Safety projects include the following: 148th Avenue SE at SE 16th Street and SE 22nd Street; Lake Hills Boulevard (148th Avenue SE to 159th Avenue SE); Main Street (140th Avenue SE to 164th Avenue SE); and 156th Avenue NE corridor crosswalk.

Mr. Murphy said the City has been developing a consistent levy branding and communication style for project mailers, yard signs, and the City's website. He said levy-related communications include public engagement (e.g., open houses), program fact sheets, annual accountability reports, and an interactive map. He noted that many of the levy projects are in the City's backlog of previously identified projects. He invited the public to submit project ideas to City staff.

Don Boettiger noted the sidewalk project on 148th Avenue from NE 8th Street to Main Street. He suggested that the City take steps to vet and ensure contractors' performance.

Vice Chair Walter thanked staff for the presentation and expressed appreciation for more sidewalks. She questioned whether black asphalt repairs on sidewalks are a permanent or temporary fix. Mr. Murphy said sidewalk projects are prioritized based on a number of criteria. Mr. Long said asphalt repairs on raised sidewalk panels are an interim solution to deal with tripping hazards. However, they could be in place for a long time before a project includes the replacement of the panels.

Councilmember Kasner referred to Transportation Facilities Plan project #263 (TFP 263) and observed that there are three options. He said it sounds like double left-turn lanes at all of the intersections, reflected in one of the options, will not fit into the existing footprint. Mr. Long confirmed that there are a number of constraints including wetlands and right-of-way issues. He said the project will likely occur through a phased approach. He said the project needs to remain on the TFP because the Neighborhood Congestion Reduction Program does not have adequate funds for it.

Mr. Kasner expressed concern regarding street conditions and requested more information on the overlay program for East Bellevue. He concurred with Ms. Walter's concern about the condition and maintenance of sidewalks. Mr. Kasner questioned the percentage of curb cuts that have been completed and expressed concern that they drain funds from other priorities.

Mr. Long said the levy does not address the overlay program. There is a separate Capital Investment Program (CIP) item for major maintenance improvements, including the 148th Avenue NE and NE 8th Street traffic signal.

Councilmember Dhananjaya asked whether the City looks back at past projects and tries to complete present and future projects to avoid having to redo something within the next five years. Mr. Murphy said the City does coordinate public and private projects to avoid, to the extent possible, a situation in which a new sidewalk, road, or other infrastructure is torn up within a few years for another project.

Councilmember Dhananjaya questioned whether the City has safety data comparing left turns with flashing yellow arrows to green/red solid turn signals. Mr. Long said traffic incident reports are evaluated every six months to identify incidents related to flashing yellow arrows. He said the use of the flashing arrows has been modified where needed at specific locations.

Responding to Councilmember Kasner, Mr. Long said the levy-funded neighborhood congestion program does not specifically address the Vision Zero program. However, safety is always a key priority in evaluating projects that compete for funding.

Chair Hummer thanked staff for the presentation. She expressed concern regarding the condition of a sidewalk near Hidden Village, especially for anyone in a wheelchair.

Ms. Hummer questioned the cause of the backlog in projects needing funding. Mr. Murphy said there are limited resources, including time and money, for completing projects.

Alice Park asked about the bus stop on the west side of Main Street at 152nd Place SE. She said a white picket fence is built on the property line which, along with the excessive number of shopping carts, makes it difficult for drivers to see traffic and pedestrians. In addition, traffic backs up when the buses stop to load and unload. Mr. Murphy said he will follow up with the appropriate staff. He noted that www.bellevuewa.gov/tsr provides a mechanism for submitting requests to the Police Department related to parking and speed enforcement.

At 8:00 p.m., Chair Hummer declared a short break. The meeting resumed at 8:07 p.m.

(b) Paperless Agenda Packet Transition

Charmaine Arredondo, Assistant Director of the City Clerk's Office, described the transition to paperless agenda packets beginning with the May meeting packets. She said the City Council agenda packets have been paperless since 2014, and the Planning Commission began using paperless packets in July 2017. Paperless packets will be implemented with additional boards and commissions in the future. Ms. Arredondo said East Bellevue Community Councilmembers will receive iPads and a City-provided email address. She distributed copies of the City's Technology Resource Usage Policy (TRUP) and acknowledged that the EBCC recently received related information in a training session.

Ms. Arredondo provided a demonstration of how to access the agenda packets using an iPad. She noted that, in response to Chair Hummer's request, links for information on topics of special interest to the EBCC have been highlighted (e.g., Affordable Housing Strategy, Comprehensive Plan, neighborhood area planning, municipal corporation/community council enacting statute (RCW 35.14), zoning maps, and Rules of Procedure). She described the iLegislate function that delivers the packets to the EBCC's iPads. Community Council members will be able to access the City Council and Planning Commission meeting packets, as well as the videos of City Council meetings, directly through the application.

Ms. Arredondo noted that the City's goal is to centralize information regarding the City Council, EBCC, and Boards and Commissions to enhance public access.

Responding to Councilmember Dhananjaya, Ms. Arredondo said EBCC members may request assistance with the iPad agenda packets through the Deputy City Clerk. Ms. Arredondo noted that all requests for information from City staff, on any topic, should be initially directed toward Deputy City Clerk Roberts.

8. **PUBLIC/COURTESY HEARINGS**: None.

9. **RESOLUTIONS**: None.

10. **COMMITTEE REPORTS**

(a) EBCC Operating Budget Committee Update

Vice Chair Walter said the EBCC's two budget performance measures are: 1) 75 percent voter approval to continue the EBCC, and 2) number of meetings.

(b) EBCC Capital Budget Committee Update

Councilmember Kasner said he attended the Transportation Commission meeting on March 8. The Commission discussed neighborhood transportation levy projects and the Capital Investment Program (CIP) criteria for roadway capacity projects. Mr. Kasner said the Commission's next two meetings will continue to discuss capital projects and will review public feedback from recent open house/community meetings. He said the City Council will hold two budget/CIP public hearings this summer. Mr. Kasner noted that the CIP Plan utilizes both short-term and long-term borrowing.

Councilmember Dhananjaya said he attended one of the community meetings regarding neighborhood transportation levy projects and CIP projects.

11. **UNFINISHED BUSINESS**

(a) Review & Update of Community Council Rules of Procedure

Chair Hummer introduced discussion regarding the Community Council Rules of Procedure. She noted revisions highlighted by the Deputy City Clerk and Assistant City Attorney.

Vice Chair Walter noted that the information was provided in the evening's desk packet and requested adequate time to compare the current and revised Rules of Procedure. She suggested deferring the EBCC's review to a future meeting.

Vice Chair Walter moved to table the discussion to the May and/or a subsequent meeting. Councilmember Kasner seconded the motion.

Responding to Vice Chair Walter, Deputy City Clerk Roberts said she will consolidate the EBCC members' comments into one document.

Catherine Drews, Assistant City Attorney, noted that the redlined/strikeout draft was not provided because it was illegible. The revised Rules of Procedure are based on the bylaws template for the Council-appointed Boards & Commissions, the EBCC's current Rules of Procedure, and the City Council's Rules of Procedure. Staff's revisions are based on the goals of

standardizing the documents for all of those bodies and providing tools that previously did not exist. The format is intended to be easier to follow and conforms to state law governing the EBCC. Ms. Drews encouraged Councilmembers to provide suggestions and feedback to the Deputy City Clerk.

Responding to Ms. Walter, Ms. Roberts asked Councilmembers to work from the revised Rules of Procedure for the purpose of providing feedback and suggestions for her and Ms. Drews.

The motion to table discussion of the Rules of Procedure carried by a vote of 5-0.

12. **NEW BUSINESS**

(a) Discussion Regarding Potential Future Agenda Items

- Larsen Lake Culvert Replacement project *[June meeting]*
- Room Rental Ordinance Update *[May meeting]*
- King County Housing Authority Highland Village Phase 2 *[May meeting]*
- Homeless Shelter Permanent Land Use Code Regulations *[June meeting]*
- Affordable Housing Strategy Update *[To be determined]*

Chair Hummer highlighted the future agenda items.

Councilmember Dhananjaya requested information on Bellevue's shared bike (electric or e-bike) initiative and the potential impacts, if any, to East Bellevue.

(b) Outreach Discussion

Chair Hummer introduced discussion about updating the EBCC website to make it more relevant for EBCC businesses and constituents.

Vice Chair Walter said she would like the EBCC, Board, and Commission web pages on the City's website to be more visible. She suggested adding a link to information regarding RCW 35.14, which governs the EBCC.

Chair Hummer suggested adding three points from the RCW language to the web page. She read the third point: "Advise, consult, and cooperate with the legislative authority of the City on any local matter directly or indirectly affecting the service area." Ms. Walter concurred.

Councilmember Dhananjaya suggested a statement to clarify the types of issues addressed by the EBCC (i.e., land use matters, other projects that impact East Bellevue), and to encourage input from the public.

Councilmember Kasner said it would be helpful to be able to access a list of Lake Hills/East Bellevue projects from the EBCC web page. Mr. Dhananjaya said it would be helpful to be able to filter the list of CIP projects for East Bellevue.

Chair Hummer questioned where EBCC email addresses would be displayed.

Don Boettiger expressed concern regarding the poor turnout for the meeting.

Councilmember Kasner said the EBCC has business to conduct, and attendance is based on the public's interest in specific issues.

Vice Chair Walter encouraged a focus on the EBCC's legislative and advisory role. She said it is important for the public to be aware of the EBCC, however the public's interest varies depending on the issues. She does not believe the mission of the EBCC should be to make the meetings interesting, but that the public should be aware of the EBCC's role.

Chair Hummer said she frequently invites residents to the meetings and posts information on www.Nextdoor.com.

Councilmember Dhananjaya suggested using social media to communicate regarding the EBCC.

Councilmember Kasner invited the public to subscribe to receive alerts when EBCC meeting agendas are posted.

Councilmember Walter said she attended a meeting of the Houghton Community Council, which discussed signage. She said only one individual attended, and believes more people would attend if they were better informed about the Community Council.

Mr. Kasner said there is a difference between topics appropriate to the EBCC versus the Lake Hills Neighborhood Association. He would like to see increased participation by residents in their community, whether through the EBCC or the LHNA.

Vice Chair Walter suggested links to information from the EBCC page on the City's website regarding homeless shelter permitting, Affordable Housing Strategy, Larsen Lake culvert project, and current projects.

Councilmember Dhananjaya noted that the public can search the internet for all of the topics, including Puget Sound Energy's projects. However, it might be helpful to suggest key words for individuals to search.

Ms. Walter moved to continue the discussion to the May meeting. Councilmember Gooding seconded the motion, which carried by a vote of 5-0.

Chair Hummer said she would like a binder of maps, including the zoning map, and other information. Councilmember Kasner said the information is available on the City's website. He noted that the EBCC and the City are moving toward paperless information and documentation.

Chair Hummer continued that she would like additional printed materials to be available at meetings, including the Rules of Procedure. She suggested a reference manual for the EBCC.

Vice Chair Walter observed that paper management is a personal preference. She concurred with Ms. Hummer that it would be helpful to have certain information in one place. However, if all of those resources will be accessible through the EBCC iPads, that is sufficient. Ms. Walter said she also is interested in maps but is satisfied if they can be accessed using the iPads.

Chair Hummer acknowledged a lack of majority support for creating a binder of information.

Moving on, Ms. Hummer said she would like to discuss signage for EBCC meetings. She believes the current signs are effective in recruiting the public to attend meetings, however, she has heard other comments that the EBCC is not a community club and the signage is not needed.

Councilmember Dhananjaya concurred that signage in the neighborhood is helpful.

Mr. Kasner said he supports continuing to use the existing signs, however he does not believe they are effective in attracting attendees. He noted that, if signs are placed outside before meetings, they need to be removed immediately after the meetings.

Councilmember Gooding suggested placing the signs a day or two before meetings.

Ms. Walter said the signs are helpful, especially in front of the meeting location on the day of the EBCC meetings.

Mr. Kasner suggested posting a notice in the Lake Hills Clubhouse advertising that EBCC meetings are held the first Tuesday of every month. He does not support investing in more signs.

Mr. Dhananjaya suggested posting fliers at the library and other locations as well. Ms. Walter suggested a consistent design and format for the fliers and the outdoor signage.

Councilmember Kasner moved to continue to post the existing EBCC meeting signs, but not to create additional signage. The motion was seconded.

Councilmember Dhananjaya reiterated his idea to post fliers and suggested improving the visibility of the signage.

Councilmember Kasner accepted the suggestion as a friendly amendment. Vice Chair Walter seconded the amended motion, which carried by a vote of 5-0.

Chair Hummer said she will continue to post notices on www.Nextdoor.com regarding the EBCC's meetings, as well as relevant links to online information.

Ms. Hummer said she would like the EBCC to follow up on any courtesy public hearing or public hearing by going before the City Council or appropriate Board or Commission to share the EBCC's position on specific issues.

Mr. Kasner said courtesy hearings are held before City Council decisions. However, public hearings typically occur after a City Council decision. Mr. Dhananjaya suggested that the EBCC

provide feedback to the City Council, Boards, or Commissions earlier in the decision-making processes.

Vice Chair Walter said the EBCC's role is to approve or disapprove specific types of City Council decisions. She is not sure it makes sense to make presentations to the Boards and Commissions in advance. However, she supports posting information on www.Nextdoor.com regarding issues to be considered by the Boards, Commissions, and City Council. She said the EBCC cannot take a position on an issue without hearing from its constituents. She suggested focusing residents toward ways they can provide input and have the most impact.

Mr. Kasner said he wants the EBCC to be proactive in establishing positions on issues, while being open to ongoing input from constituents. He suggested timely input by the EBCC and residents to Boards, Commissions, and the City Council.

Ms. Walter said EBCC members can speak as individuals before Boards and Commissions but should not speak as representatives of the EBCC without input from constituents. She said the EBCC's role is not to be a conduit between constituents and the City's Boards, Commissions, and City Council.

Mr. Dhananjaya noted that attending Board and Commission meetings is a way to learn more about relevant issues before they go to the City Council. Ms. Walter said she believes the EBCC cannot speak for its constituents without hearing from them.

13. CONTINUED COMMUNICATIONS

Warren Halverson noted his ongoing concern regarding the permitting process for Puget Sound Energy projects. He understands that the permit application for the north half of the Energize Eastside project will be submitted in June. He opined that the EBCC will be involved in the permitting process. He questioned the expectations of the EBCC and PSE's permit timeframe. Mr. Halverson asked the EBCC to clarify how it will represent its constituents regarding PSE separating its Energize Eastside project into two components. He noted his understanding that questions were presented to PSE during the EBCC's December meeting, and those questions have not been answered. He believes more transparency is needed. He urged the EBCC to work harder at holding people accountable and responsible to the EBCC.

Responding to Councilmember Kasner, City Clerk Roberts said Keri Pravitz of Puget Sound Energy sent the answers to those December questions to Chair Hummer earlier in the day.

Mr. Kasner said the permit for the north half of the Energize Eastside project becomes quasi-judicial as soon as it is filed. After that point, EBCC members cannot talk about the project except during public meetings.

Don Boettiger asked EBCC members to look at Agenda Item 13 on page 36 of the meeting packet [Minutes of March 6, 2018 meeting] and to provide answers to the questions he posed in the future.

Councilmember Kasner said the lawsuit in which PSE prevailed over the EBCC stated that the EBCC cannot influence decisions outside of its jurisdiction. If the City approves the first Energize Eastside project permit, that lawsuit prevents the EBCC from denying the second permit. Mr. Kasner believes that is the reason that PSE split the project into two permits.

Mr. Halverson said he would like to hear the City's response because PSE's project will impact ratepayers. He reiterated his concern regarding PSE's permitting approach, noting that he would like an explanation.

Chair Hummer referred to Mr. Capron's request earlier in the evening to send a letter to the mosque asking that they demolish their fire-damaged building. Noting the danger of the site, Councilmember Kasner said he supports the request. He suggested sending a letter to both the City and the mosque.

EBCC members concurred with sending the letters as suggested.

14. **EXECUTIVE SESSION**: None.

15. **APPROVAL OF MINUTES** ***[Agenda modified; see above.]***

16. **ADJOURNMENT**

Councilmember Kasner moved to adjourn. The motion was seconded by Councilmember Gooding and carried by a vote of 5-0.

At 10:27 p.m., Chair Hummer declared the meeting adjourned.

Karin Roberts, CMC
Deputy City Clerk

/kaw