



CITY OF KIRKLAND
City Manager's Office
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MEMORANDUM

To: Kurt Triplett, City Manager

From: Kari Page, Neighborhood Services Coordinator
Marilynne Beard, Deputy City Manager

Date: April 8, 2015

Subject: NEIGHBORHOOD SAFETY PROGRAM (NSP)

RECOMMENDATION:

Staff is recommending that the City Council 1) approves the recommended Neighborhood Safety Program (NSP) projects for 2015, and 2) receives early feedback on the first year of the Citywide Program.

BACKGROUND DISCUSSION:

The City Council authorized the Neighborhood Safety Program as a way to help "reenergize neighborhoods through partnerships on capital project implementation..." Last year, representatives from the Kirkland Alliance of Neighborhoods (KAN) and other neighborhood leaders worked with City staff to develop and implement the Pilot Neighborhood Safety Program (NSP). In June of 2014, the City Council received a report on the Pilot Program and authorized the implementation of the ongoing Citywide Program.

Community Goals:

- Provide an incentive for neighborhood participation.
- Address safety needs.
- Foster neighborhood self-help and build a sense of community.
- Increase collaboration within a neighborhood, between neighborhoods, and with City government.
- Leverage funding with match contributions and/or other agency grants.
- Collaborate with businesses, schools, Parent Teacher Student Associations (PTSA's), Cascade Bicycle, Feet First, Kirkland Greenways, and other organizations.
- Create an equitable distribution of improvements throughout the City.

Funding: With the authorization of the ongoing NSP, the Council identified two funding sources for projects:

Streets Levy pedestrian and bicycle safety (\$150,000/year) – ongoing funding with the levy goals from the voter's pamphlet:

- Upgrade or add crosswalks with new highly visible, energy-efficient warning lights.

- Install new Americans with Disabilities Act (ADA) wheelchair ramps to meet federal requirements on streets being overlaid.
- Improve pedestrian access to key transit corridors or streets being overlaid.
- Expand pedestrian and bicycle routes to improve connections with commercial areas, schools, transit routes, parks, and other destinations.
- Restripe crosswalks to increase pedestrian safety.
- Install traffic control devices to address safety hazards within Kirkland Neighborhoods.

Walkable Kirkland Initiative (\$200,000/year) through 2021.

- The Walkable Kirkland Initiative was funded from a retiring debt at the end of 2014. The funds were earmarked for one-time needs in both the Neighborhood Safety Program and Safe Walk Routes to School Program through 2021. In 2022, these one-time funds will be used to offset the loss of the Annexation Sales Tax Credit and will no longer be available for the NSP.
- Walkable Kirkland funds are dedicated to the goals outlined in the Street Levy pedestrian and bicycle safety fund.

Process:

- 1) Suggest a Project map: The interactive “Suggest a Project” map was used as the central clearing house for all suggestions made in each neighborhood. This tool has been a popular means of communication for Kirkland citizens, resulting in five hundred requests over the past three years. A database is used to track the status of suggestions from the public. The volume of input indicates the success of the program in terms of soliciting public input, but the unanticipated number of requests has been difficult for staff to manage. Public Works is developing a new Walkable Kirkland work program to manage the increased policy emphasis on non-motorized transportation. This work program will include a process for actively monitoring and reporting status on Suggest a Project.

It should be noted that, in addition to the NSP process, proposals in the Suggest a Project database are being considered in the CIP process and in the development of Kirkland’s Street Maintenance work program. In preparing the 2015-2016 CIP, considerable effort has been put into creating a comprehensive approach to implementing the policies set forth in the draft Transportation Master Plan (TMP). Potential projects from multiple sources, including Suggest a Project, are being considered based on the policy priorities contained in the draft TMP. For the 2015-2016 CIP process, there are numerous high priority non-motorized network connection projects, such as School Walkroutes, CKC Connections, Greenways, and Ten-minute Neighborhoods. Suggest a Project proposals are considered against these criteria. Highest priority is given to projects that meet multiple policy objectives. In addition to the CIP, some suggested projects that meet policy objectives could be done by in-house maintenance forces. The Suggest a Project mapping tool is being folded into the development of Kirkland’s Maintenance Management System, so that suggested projects can be folded into our Streets Division’s work program.

- 2) Neighborhood prioritization and project selection: Each individual neighborhood reviewed the projects suggested in its area—in some cases added additional projects—and then prioritized the projects. Each neighborhood’s prioritization process was different (for example some used their Neighborhood Association Board to prioritize projects and others used the neighborhood meeting forum). The selection of projects was done in the fall/winter of 2014.

- 3) Scoping and cost estimating: Staff experts were used to help scope the projects, recommend the most appropriate solution for the safety concerns, and develop cost estimates. The NSP workshop, January 22, was an effective way to create a dialogue between City staff and the neighborhoods on each individual project. Some projects were dropped, some were adjusted and others were refined at this workshop. On February 9, seventeen applications were submitted from ten of the thirteen neighborhoods. Totem Lake does not have an active neighborhood association. The Market Neighborhood did not submit an application because their top priority is being funded through a State grant (flashing crosswalk beacon at Market and Waverly Way/4th Avenue). Evergreen Hill (representing the greater Kingsgate and northeast area) did not submit because they are working with the Neighborhood Traffic Control Program on improvements funded separately in the Capital Improvement Program authorized by the Council during the 2015-2016 budget process.
- 4) Project selection: An NSP Panel with representatives from the city's twelve active neighborhood associations reviewed and prioritized the project proposals. Staff provided a rigorous technical review and score for each project. The two independent rankings were combined to create the final funding recommendation. See Attachment A for the NSP Panel criteria and Attachment B for the technical criteria. The Panel is recommending fourteen of the seventeen projects for funding.
- 5) Council approval: Following a briefing on each of the projects, staff is seeking final City Council approval of the project list at the April 21, 2015 Council meeting. The final proposed project ranking is shown in Table 1 on the following page. Attachment C is a map of all project proposals. Attachment D is a more detailed map and description of each project.

Timeline: The City Council approved the ongoing Citywide Neighborhood Safety Program in June of 2014. To identify projects before the summer construction season and comb through request for potential Safe Walk Routes to School grants before the grant deadlines, the program starts in late 2014 and is compressed to be finished in early spring. The timeline for the NSP was as follows:

Project idea due: December 15, 2014

NSP Workshop: January 22, 2015

Applications Available: January 22, 2015

Applications Due: No later than February 9, 2015

Staff Technical Review: February 9-March 11, 2015

Panel review: March 11, 2015

Panel decision: March 25, 2015

City Council decision: April 21, 2015

Projects announced: By end of April, 2015

Projects End: June 1, 2016

Table 1: Combined Neighborhood Safety Program Panel and Technical Staff evaluation ranking.

Table 1			
2015 Neighborhood Safety Program Project Recommendations			
Points	Priority	Description	Cost Estimate
979	1	NE 68th Street & CKC Stairs	\$50,000
906	2	Kirkland Avenue northside at 6th Street S Sidewalk	\$40,000
875	3	84th Avenue NE & NE 139th Street Rapid Flashing Beacon	\$30,000
873	4	116th Avenue NE at CKC Stair and Bridge Connection	\$12,000
865	5	NE 60th Street at CKC Connection	\$12,000
854	6	132nd Avenue NE at NE 97th Street Crosswalk and Flags	\$8,000
790	7	112th Avenue NE at NE 68th Street Crosswalk	\$7,000
789	8	132nd Avenue NE at NE 93rd Street Crosswalk and Flags	\$9,500
718	9	NE 70th Place at 130th Avenue NE Rapid Flashing Beacon	\$50,000
703	10	Juanita Drive Radar Speed Sign	\$20,000
700	11	7th Avenue at 1st Street and 5th Street Crosswalks	\$40,000
651	12	110th Street Gravel Walkway	\$20,000
602	13	13th Avenue at 4th Street Traffic Circle	\$12,000
579	14	98th Avenue NE Gravel Walkway	\$30,000
Total Funded			\$340,500
Funded by 6th Street Sidewalk Project			
755	15	6th Street S at 5th Avenue S Crosswalk	\$10,575
Recommended for further study			
726	16	NE 80th Street at 124th Avenue NE Islands	\$20,000
621	17	Kirkland Way at Railroad Avenue Warning Flasher	\$35,000
Total Requested			\$406,075

Next steps: The Job Order Contract (JOC) is positioned to implement the 14 projects in 2015 following Council approval. The JOC contractor will start at the top of the list (with the highest priorities) and work its way down the list until the funding has been exhausted. Early estimates indicate there will be enough funding for all 14 projects.

In addition, the following projects have been suggested for grant opportunities through the [State Safe Routes to School](#) grant process. These projects have been submitted to the City's grants committee.

- Norkirk: Complete sidewalk on 4th Street between 18th and 19th Avenues.
- Norkirk: Complete sidewalk on 19th Avenue between Market and 4th Street.
- Finn Hill: Complete sidewalk on NE 132nd Street/87th Avenue NE from 84th Avenue NE to NE 134th Street
- Finn Hill: Complete sidewalk on NE 122nd Place/NE 123rd Street from Juanita Drive to NE 124th Street

Panel feedback on the process: Overall the Citywide process went well and resulted in important, feasible and meaningful safety projects. The following feedback was provided by the Panel.

- Reviewing the "suggest a project" list and seeing items you and your neighbors submitted made the process feel comprehensive and grass roots.
- Our neighborhood feels energized and listened to.
- It was great for the annexation area to see the City working for us – it helped some who were skeptical after annexation.
- Making connections with staff and having their input was educational and very helpful.
- We've put so much into this process – it would be great to have a ribbon cutting for each of the projects as they get built. We would like to thank the City for this program.
- The process has increased our neighborhood's trust in government.
- We all learned how to better pitch projects to the City, what qualifies, what doesn't and why not. Neighborhoods are learning how to interface with the City.
- The Program teaches us to look at the greater good and beyond our specific neighborhood needs.
- The universal pick of the number one project made the process feel solid and confident that the criteria and goals of the program were being met.
- The Panel would like the project criteria to be more specific in the area of neighborhood benefit.
- The two-panel way of ranking the projects (one by a specific criteria and the other a straight 1-17 ranking) was awkward. The second method would be more effective if the Panel put the projects into four main categories (excellent, good, fair, poor).
- Unclear how projects targeted toward automobile safety only, rather than pedestrian and bicycle safety, should be incorporated into the program. Currently, those do not score well.
- Would be nice to develop a worksheet for the neighborhoods to help them step through a process that will make their projects successful.
- The first step (submitting the idea) should be shaped to have residents talk about the problem they are trying to address and what the desired outcome would be rather than jump to solutions right away. Then, staff can find the most effective solution.

CONCLUSION

Staff is requesting City Council approval of the recommended Neighborhood Safety Program (NSP) projects for 2015. With the City Council's approval of the proposed projects, planning and construction can begin with the goal of completion by June 2016.

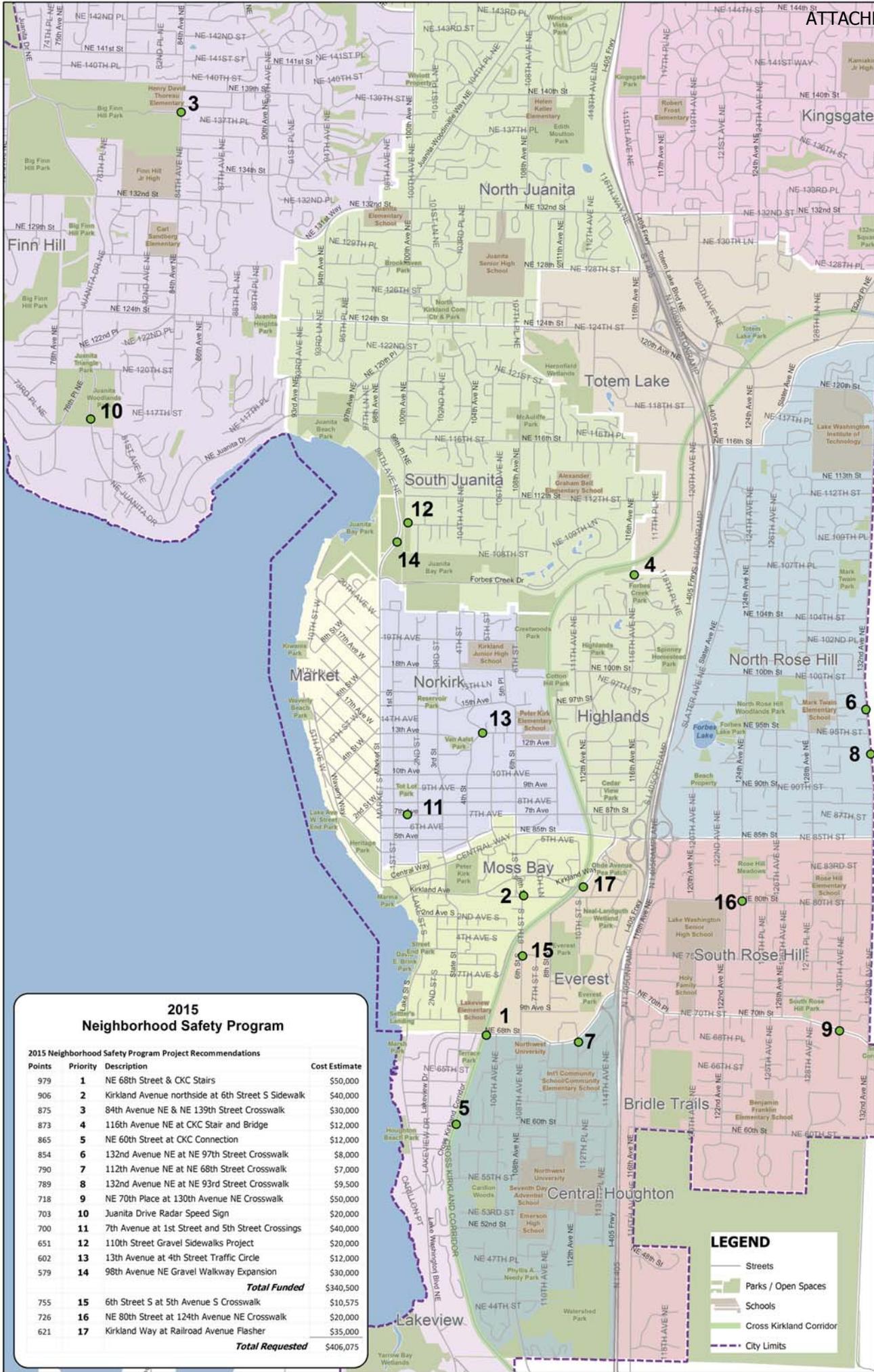
Neighborhood Safety Program Panel Safety Criteria	Score
Neighborhood and Community Benefit (0-35 points) <i>The community benefit is clearly explained. The project addresses a recognized community safety need especially with a vulnerable population with a viable, creative solution. The project expands and/or strengthens the community beyond the term of the project. The project will result in a lasting positive community impact.</i>	
Community benefit from the project: Vulnerable population 0-10 Neighborhood(s) 0-5 Community-wide residents 0-5 Business(es) 0-5 Schools (e.g. walk routes) 0-5 Other: _____ 0-5	
Neighborhood Association Support (0-15 points) <i>Project was reviewed by the Neighborhood Association and received a priority ranking.</i>	
Neighborhood Association project ranking: Rank 1 15 Rank 2 10 Rank 3 5 None 0	
Adjacent Resident Support (0-10 points) <i>Adjacent residents were contacted and given an opportunity to provide support and input to the project.</i>	
Documented support from residents adjacent to project: High 5-10 Moderate 1-4 None 0	
Community Support (0-10 points) <i>Community residents are involved and support the project.</i>	
Documented support from the community: High 5-10 Moderate 1-4 None 0	
Project Partnerships (0-5 points) <i>Community organizations, business partners, and residents are contributing to this project and their roles have been identified.</i>	
High 4-5 Moderate 1-3 None 0	

Neighborhood Panel Criteria, *continued*

<p>Project Budget (0-5 points) <i>The budget is realistic and well planned. The non-City contributions for the project are clearly documented.</i></p>		
<p>Project budget submitted:</p> <p>Complete and realistic 4-5 Incomplete and/or unrealistic 1-3 No budget submitted 0</p>		
<p>Project Readiness (0-15 points) <i>The Neighborhood Association Project Coordinator attended the Neighborhood Safety Program (NSP) workshop and understands the necessary aspects for project implementation and completion. In addition, a project timeline was submitted with the application and the activities are well planned and ready to implement. If the project extends beyond 12–18 months, there is demonstrated capacity to ensure its long-term success.</i></p>		
<p>Project Coordinator attended Neighborhood Safety Workshop:</p> <p>Yes 5 No 0</p>		
<p>Project timeline submitted:</p> <p>Complete and realistic 4-5 Incomplete and/or unrealistic 1-3 No 0</p>		
<p>Project Implementable in 12–18 months</p> <p>Yes 5 Maybe 1 No 0</p>		
<p>Project Maintenance (0–5) <i>Ongoing activities and costs associated with this project after completion are clearly described and there is a plan for how the project will be maintained and cared for.</i></p>		
<p>There is a project maintenance plan in place:</p> <p>Yes 5 No 0</p>		
<p>Total Score (100 points possible)</p>		

Neighborhood Safety Program Technical, Transportation, and Safety Criteria	Score
Existing Conditions	
Safety: How safe is the roadway/facility today? <i>(Note: use documented accidents along proposed project for relative).</i> <ul style="list-style-type: none"> • Roadway/facility meets design standards 0 • Certain areas of the roadway/facility below design standards 10 • Overall roadway/facility is below design standards 15 • Certain areas of the roadway/facility are potentially hazardous and substandard 20 • Overall roadway/facility is potentially hazardous and substandard 25 	
Volume: What are the existing volumes of traffic (not applicable if in a park)? <ul style="list-style-type: none"> • Volume is low 0 • Volume is moderate 5 • Volume is high 10 	
Speed: What are the existing speeds of traffic (not applicable if in a park)? <ul style="list-style-type: none"> • Speed is low 0 • Speed is moderate 5 • Speed is high 10 	
Existing Facility: What are the existing nonmotorized conditions? (invert scores for crosswalks) (not applicable in a park) <ul style="list-style-type: none"> • Sidewalk, paved shoulder, or gravel path on both sides 0 • Sidewalk, paved shoulder, or gravel path on one side 10 • No shoulder or sidewalk either side (must walk in vehicle lane) 25 	
Use: How much existing nonmotorized use is there? <ul style="list-style-type: none"> • Low nonmotorized use 0 • Moderate nonmotorized use 10 • High nonmotorized use 15 • Vulnerable population in proximity 20 • Vulnerable population in proximity and high pedestrian use 25 	
Anticipated Safety Improvement	
Safety: The project maintains or enhances the safety of the following modes? <ul style="list-style-type: none"> • Bicycle 0-10 • Pedestrian 0-10 • Vehicular 0-10 • Transit/HOV 0-10 	
Gap: The project extends, adds or completes a nonmotorized system. <ul style="list-style-type: none"> • Does not extend or add to an existing nonmotorized system 0 • Moderately extends or adds to an existing nonmotorized system 10 • Significantly extends or adds to an existing nonmotorized system 20 	
Link: The project connects to other multimodal facilities (for example, high capacity or other transit stops or stations). <ul style="list-style-type: none"> • Does not link to other multimodal facilities (for example, high capacity or other transit station) 0 • Does complement or link to other multimodal facilities (for example, high capacity or other transit station) 10 	

Anticipated Safety Improvement, <i>continued</i>	
<p>Use: The project addresses current nonmotorized needs in the community (for example, gaps in the system, safety issues).</p> <ul style="list-style-type: none"> • Has or will have low level of usage in the community (for example, is easily accessible to only a small portion of the neighborhood) 0 • Has or will have moderate level of usage in the community (for example, is accessible to a fair-sized portion of the neighborhood, but not the most densely populated area) 10 • Has or will have high level of usage in the community (for example, is easily accessible to a high density area or to a large porportion of the local community) 20 	
<p>Use: The project provides access for a vulnerable population (i.e. park, elementary school, mobility challenged, wheelchairs, retirement homes, hospital, Boys & Girls Club, Senior Center)?</p> <ul style="list-style-type: none"> • No surrounding facilities will access 0 • Facility within 8 to 15 blocks (½ to 1 mile) 5 • Facility within 4 to 8 blocks (¼ to ½ mile) 10 • Facility within 4 blocks (¼ mile) 15 • One facility accessed directly 20 • More than one facility accessed directly 25 	
Consistency with Plan(s)	
<p>Does the project provide a missing segment or element of an existing incomplete network which is specifically identified in the Comprehensive Plan, the Non-Motorized Transportation Plan or is an approved school safe walk route?</p> <ul style="list-style-type: none"> • Project is not in any plan 0 • Project is identified as a priority 10 • Project is in the Comprehensive Plan, or TMP, Active Transportation Plan, Capital Facilities Element of Kirkland’s, or Capital Improvement Program, another plan 20 <p>Is the project identified in a neighborhood plan or does the project support the goals of the neighborhood plan and/or park plan?</p> <ul style="list-style-type: none"> • Does not support goals or conflicts 0 • No impact on goals of the plan 10 • Identified in the plan or supports the goals of the plan 20 	
<p>Does the conceptualized design of the project meet generally accepted practices and standards including American Disability Act (ADA)?</p> <ul style="list-style-type: none"> • No 0 • Yes 10 	
Maintenance	
<p>How does the project impact existing City maintenance needs?</p> <ul style="list-style-type: none"> • Greater than existing 0 • Same 5 • Less than existing 10 	
Total Score	



**2015
Neighborhood Safety Program**

2015 Neighborhood Safety Program Project Recommendations

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700	11	7th Avenue at 1st Street and 5th Street Crossings	\$40,000
651	12	110th Street Gravel Sidewalks Project	\$20,000
602	13	13th Avenue at 4th Street Traffic Circle	\$12,000
579	14	98th Avenue NE Gravel Walkway Expansion	\$30,000
Total Funded			\$340,500
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Total Requested			\$406,075

New Stairs at Southeast Corner

NE 68th Street and CKC

\$50,000

**Project 1
979 Points**

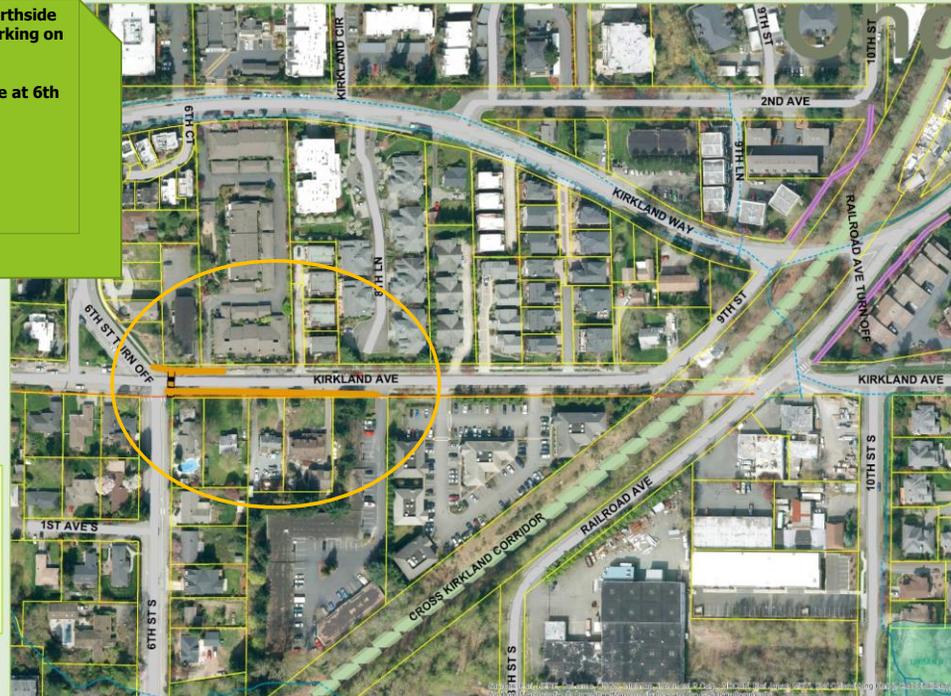


Sidewalk on Northside and Restrict Parking on Southside

Kirkland Avenue at 6th Street S

\$40,000

**Project 2
906 Points**



Flashing Crosswalk Beacon on Existing Crosswalk

84th Avenue NE & NE 139th Street

\$30,000

**Project 3
875 Points**

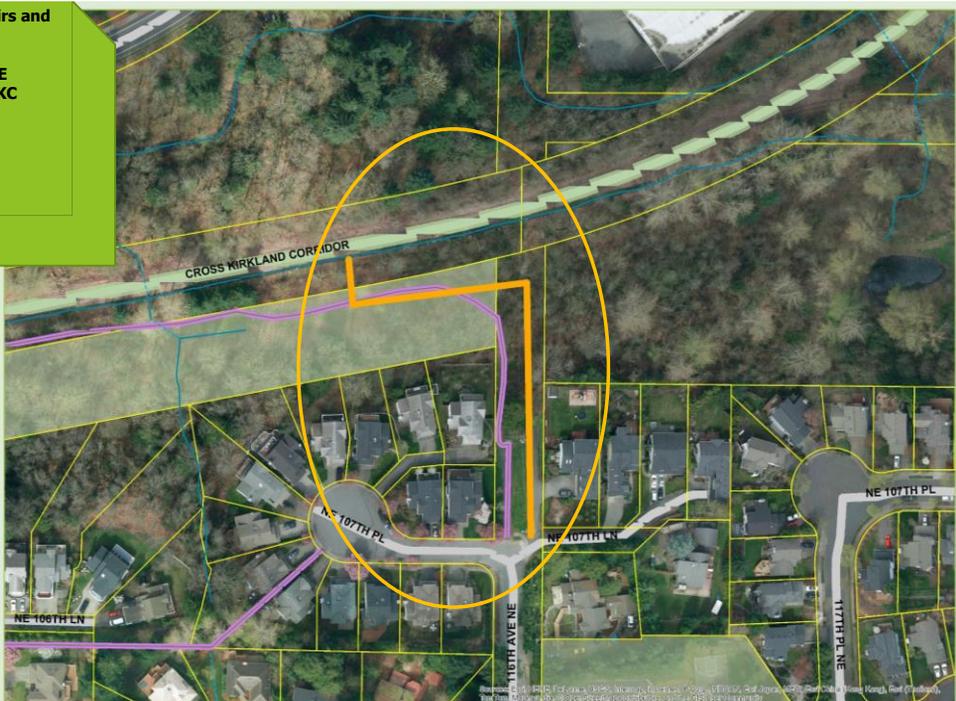


Reconstruct Stairs and Add Bridge

**116th Avenue NE
Connection to CKC**

\$12,000

**Project 4
873 Points**

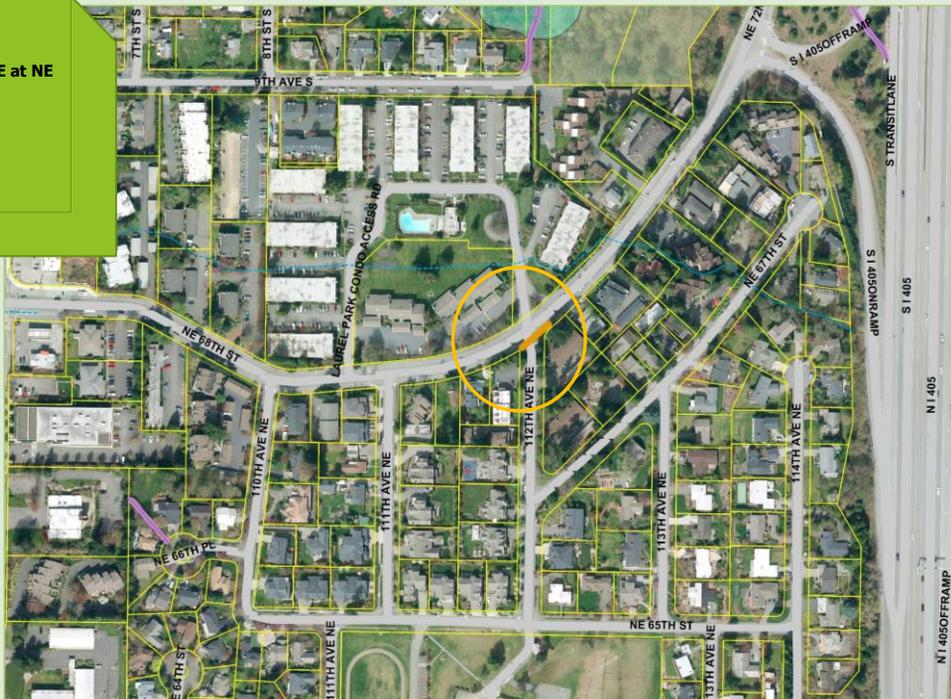


Crosswalk Improvements

112th Avenue NE at NE 68th Street

\$7,000

**Project 7
790 Points**

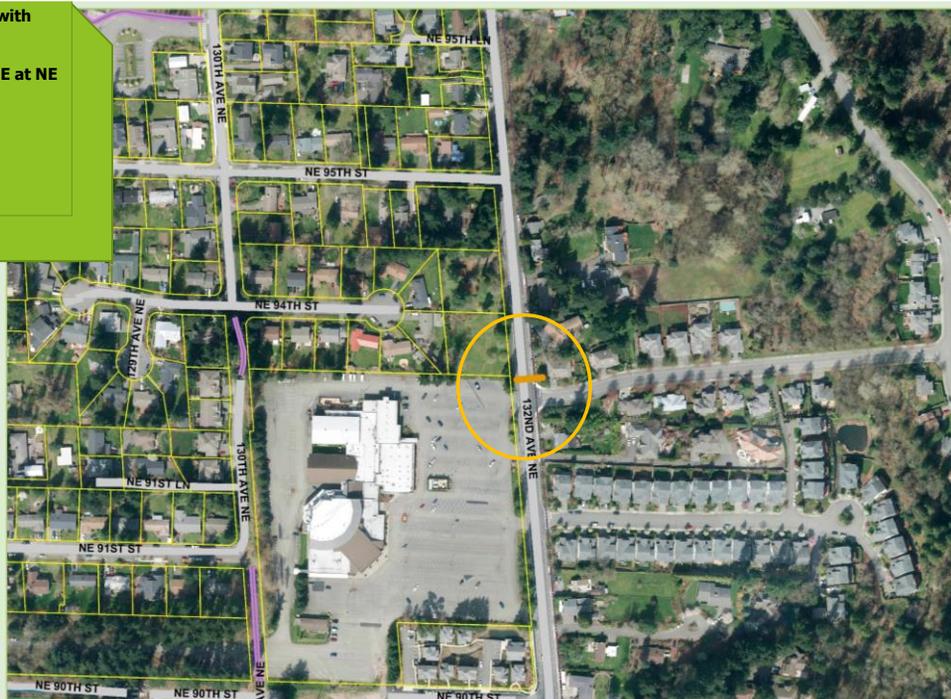


New Crosswalk with Flags

132nd Avenue NE at NE 93rd Street

\$9,500

**Project 8
789 Points**



Traffic Island

13th Avenue at 4th Street

\$12,000

**Project 13
602 Points**



Vicinity Map

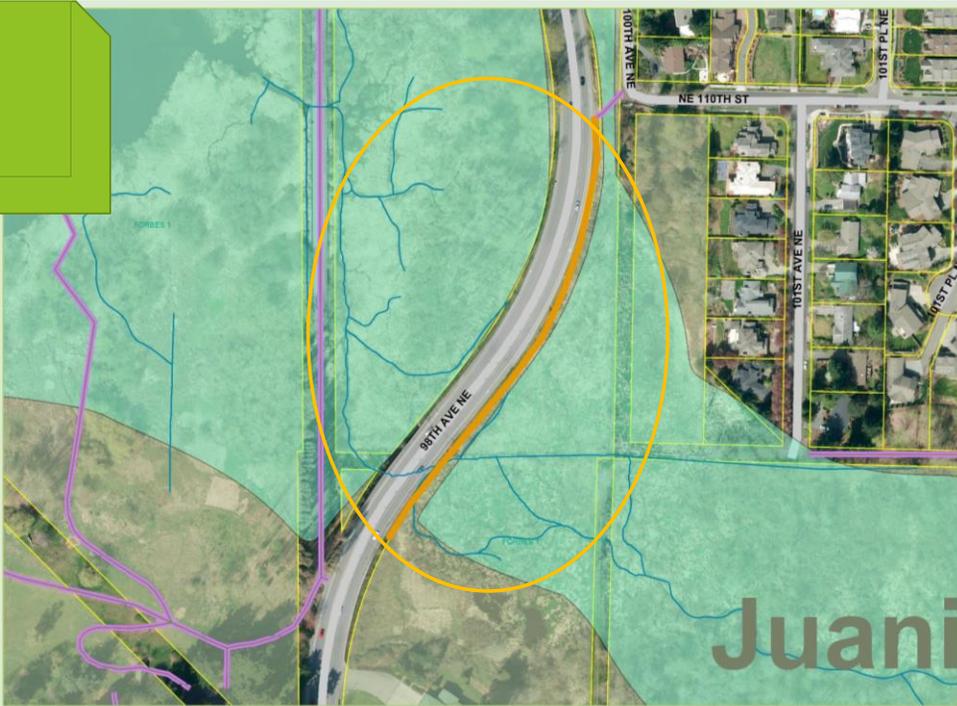


Gravel Walkway

98th Avenue NE

\$12,000

**Project 14
579 Points**



Vicinity Map

