

LEGISLATIVE DEPARTMENT

Council Members

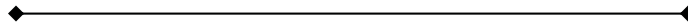
- Jack Weiss
Ward 1
Term 1/08 - 12/11
- Gene Knutson
Ward 2
Term 1/06 - 12/09
- Barry Buchanan
Ward 3
Term 1/08 - 12/11
- Stan Snapp
Ward 4
Term 11/07- 12/09
- Terry Bornemann
Ward 5
Term 1/08 - 12/11
- Barbara Ryan
Ward 6
Term 1/06 - 12/09
- Louise Bjornson
At Large
Term 1/08 – 12/09

2008

Council President – Barbara Ryan

Council President Pro-Tempore – Terry Bornemann

Mayor Pro-Tempore – Stan Snapp



Council Functions

- Exercise legislative authority.
- Represent citizens through legislation and policy direction.
- Anticipate and target issues that affect the community.
- Set community direction and goals for the future.
- Monitor performance of the administration in achieving goals.
- Provide a policy framework for municipal operations and services.
- Serve on standing committees, which act as work sessions.
- Represent the City in regional and intergovernmental affairs.
- Inspire our citizens to become a part of the City's future.

Departmental Budget Summary

| Revenues by Type and Other Sources by Fund | 2006 | 2007 | 2008 | Change from 2007 | |
|--|--------|---------|--------|------------------|---------|
| | Actual | Adopted | Budget | Amount | Percent |

| Revenues | | | | | |
|------------------------------|----------------|----------------|----------------|---------------|--------------|
| <i>Charges for Services</i> | 157,678 | 190,526 | 204,715 | 14,189 | 7.4% |
| Other Sources by Fund | | | | | |
| <i>General</i> | 158,683 | 166,176 | 233,420 | 67,244 | 40.5% |
| TOTAL ALL SOURCES | 316,361 | 356,702 | 438,135 | 81,433 | 22.8% |

| Revenues by Group | 2006 | 2007 | 2008 | Change from 2007 | |
|-------------------|--------|---------|--------|------------------|---------|
| | Actual | Adopted | Budget | Amount | Percent |

| Revenues | | | | | |
|------------------------------|----------------|----------------|----------------|---------------|-------------|
| <i>City Council Services</i> | 157,678 | 190,526 | 204,715 | 14,189 | 7.4% |
| Subtotal of Revenues | 157,678 | 190,526 | 204,715 | 14,189 | 7.4% |

| Expenditures by Type | 2006 | 2007 | 2008 | Change from 2007 | |
|----------------------|--------|---------|--------|------------------|---------|
| | Actual | Adopted | Budget | Amount | Percent |

| | | | | | |
|-----------------------------------|----------------|----------------|----------------|---------------|--------------|
| <i>Salaries and Benefits</i> | 255,141 | 288,006 | 351,415 | 63,409 | 22.0% |
| <i>Supplies</i> | 20,324 | 16,650 | 17,150 | 500 | 3.0% |
| <i>Other Services and Charges</i> | 19,877 | 30,301 | 46,211 | 15,910 | 52.5% |
| <i>Interfund Charges</i> | 21,019 | 21,745 | 23,359 | 1,614 | 7.4% |
| TOTAL EXPENSE | 316,361 | 356,702 | 438,135 | 81,433 | 22.8% |

| Expenditures by Group | 2006 | 2007 | 2008 | Change from 2007 | |
|-----------------------|--------|---------|--------|------------------|---------|
| | Actual | Adopted | Budget | Amount | Percent |

| | | | | | |
|------------------------------|----------------|----------------|----------------|---------------|--------------|
| <i>City Council Services</i> | 316,361 | 356,702 | 438,135 | 81,433 | 22.8% |
| TOTAL EXPENSE | 316,361 | 356,702 | 438,135 | 81,433 | 22.8% |

| | | | | | |
|-------------------------|------------|------------|------------|------------|-------------|
| TOTAL PAID STAFF | 8.6 | 8.7 | 9.3 | 0.6 | 6.9% |
|-------------------------|------------|------------|------------|------------|-------------|

Planning Processes

Multiple planning and evaluation processes impact the City of Bellingham. Committees that have been created to facilitate City Council policy development and decision making are listed below. Council member participation in other community planning processes and oversight boards is shown following the committee assignment list.

Committee Assignments

Transportation Committee

Chair: **JACK WEISS**

1. **JACK WEISS**
2. **TERRY BORNEMANN**
3. **STAN SNAPP**

Waterfront Development Committee

Chair: **JACK WEISS**

1. **JACK WEISS**
2. **TERRY BORNEMANN**
3. **GENE KNUTSON**

Finance and Personnel

Chair: **GENE KNUTSON**

1. **GENE KNUTSON**
2. **STAN SNAPP**
3. **LOUISE BJORNSON**

Lake Whatcom Reservoir Committee

Chair: **STAN SNAP**

1. **STAN SNAPP**
2. **GENE KNUTSON**
3. **BARRY BUCHANAN**

Legislative (Committee of the Whole)

Chair (Council President): **BARBARA RYAN**

All Members

Parks and Recreation

Chair: **LOUISE BJORNSON**

1. **LOUISE BJORNSON**
2. **STAN SNAPP**
3. **JACK WEISS**

Planning/Neighborhoods and Community Development

Chair: **TERRY BORNEMANN**

1. **TERRY BORNEMANN**
2. **JACK WEISS**
3. **BARRY BUCHANAN**
4. **LOUISE BJORNSON**

Public Works / Public Safety

Chair: **BARRY BUCHANAN**

1. **BARRY BUCHANAN**
2. **LOUISE BJORNSON**
3. **STAN SNAPP**

Ex-Officio and Other Council Assignments

| | |
|--|--|
| <u>Chamber of Commerce</u> | 1. BARRY BUCHANAN |
| <u>Countywide Housing Affordability Taskforce</u> | 1. TERRY BORNEMANN 2. STAN SNAPP |
| <u>City/County Emergency Medical/Ambulance Advisory Board</u> | 1. GENE KNUTSON 2. BARRY BUCHANAN |
| <u>Convention and Visitors Bureau</u> | 1. TERRY BORNEMANN |
| <u>Council of Governments (COG)</u> | 1. BARRY BUCHANAN 2. LOUISE BJORNSON |
| <u>Economic Development Council</u> | 1. STAN SNAPP |
| <u>Fire Pension Board</u> | 1. GENE KNUTSON |
| <u>Library Board</u> | 1. JACK WEISS |
| <u>Mount Baker Theatre Board</u> | 1. LOUISE BJORNSON |
| <u>Museum Society Liaison</u> | 1. TERRY BORNEMANN (BJORNSON Alternate) |
| <u>Open Space Committee</u> Chair: TERRY BORNEMANN | 1. TERRY BORNEMANN 2. JACK WEISS 3. BARRY BUCHANAN 4. LOUISE BJORNSON |
| <u>Opportunity Council</u> | 1. STAN SNAPP |
| <u>Parks and Recreation Board</u> Parks Committee Chair Parks Committee Member Parks Committee Member | 1. LOUISE BJORNSON 2. STAN SNAPP 3. JACK WEISS |
| <u>Police Pension Board</u> Council President President Pro Tempore | 1. BARBARA RYAN 2. TERRY BORNEMANN |
| <u>Port Marina Advisory Committee</u> | 1. JACK WEISS |
| <u>Sister Cities Advisory Board</u> | 1. LOUISE BJORNSON |
| <u>Solid Waste Advisory Committee (County)</u> | 1. JACK WEISS |

Ex-Officio and Other Council Assignments (continued)

Sustainable Connections

1. **STAN SNAPP**

Tourism Commission – Allocation Sub-committee

1. **GENE KNUTSON**

WHAT-COMM Communications Administrative Board – 911

1. **BARRY BUCHANAN**

Whatcom Transportation Authority

1. **BARBARA RYAN**
2. **STAN SNAPP**

2008 Regular City Council Meetings

Resolution No. 2007-37 establishes the dates and times of regular meetings of the Bellingham City Council for 2008. The time for holding regular meetings of the City Council has been fixed at 7:00 p.m. on each of the days listed in the table at right.

Special meetings of the City Council may be called at any time as provided by the Charter of the City of Bellingham and the laws of the State of Washington.

Visit the City's website, www.cob.org, for updated meeting announcements and schedules.

| | <u>2008</u> |
|-----------|-------------|
| January | 7, 14, 28 |
| February | 11, 25 |
| March | 3, 17, 31 |
| April | 14, 28 |
| May | 5, 19 |
| June | 9, 23 |
| July | 14, 21 |
| August | 4, 11 |
| September | 8, 15, 29 |
| October | 6, 20 |
| November | 3, 10, 24 |
| December | 8, 15 |
| | <u>2009</u> |
| January | 5 |

2008 Council Standing Committees

The standing committees will be scheduled on Monday (or Tuesday if Monday is a holiday) afternoons prior to Council meetings on an as-needed basis. The standing committees are:

1. **TRANSPORTATION**
2. **WATERFRONT DEVELOPMENT**
3. **FINANCE AND PERSONNEL**
4. **LAKE WHATCOM RESERVOIR**
5. **LEGISLATIVE**
6. **PARKS AND RECREATION**
7. **PLANNING/NEIGHBORHOODS AND COMMUNITY DEVELOPMENT**
8. **PUBLIC WORKS/PUBLIC SAFETY**

Actual committee meeting agendas, dates and times should be confirmed either through the City of Bellingham website (www.cob.org) or by calling the City Council office or the 24-hour recording line for agenda information at (360) 778-8219.

City Council Goals and Council Objectives for 2008

PREAMBLE:

These goals and the objectives adopted to achieve them are intended to identify the City Council's priorities for 2008, ensure resources are used efficiently and effectively, and establish a basis for measuring the City's success. The goals and performance objectives shown here are representative only, not intended to be a complete or prioritized list, and are numbered for discussion purposes.

Goal 1: Maintain or improve the current level of City services, ensure that all City programs and services help protect or enhance the quality of life in Bellingham and assure that the City's financial and human resources are allocated to achieve the Council's Goals.

Performance Objectives for 2008:

- Focus on maintaining and improving existing services.
- Anticipate the impact of pending annexation requests and possible fluctuations in the economy.
- Conduct Council review of performance measures.
- Explore methods for periodic, city-wide performance audits of departments and programs.
- Address Council staffing needs, resources, ongoing training, and orientation for new members.

Goal 2: Protect and improve the quality of drinking water in the Lake Whatcom Reservoir.

Performance Objectives for 2008:

- Establish policy to restrict development, minimize impacts from development, and manage protected lands in the watershed.
- Establish performance criteria for Goal 2.
- Enable the City's Transfer of Development Rights.
- Reactivate City effort to seek federal and state funding for watershed protection.
- Revisit the need to increase land acquisition funding.

City Council Goals and Council Objectives for 2008 (continued)

Goal 3: Continue to develop a vibrant downtown that includes a mix of residential, commercial, educational, retail, and cultural uses and amenities with connections between the downtown and waterfront areas.

Performance Objectives for 2008:

- Implement parking capacity improvements planned in 2007.
- Identify the Parking Commission's short-range plans and long-range plans and initiate early action items.
- Identify sites and begin planning for a parking facility.
- Implement Public Facilities District work focus to support downtown core and Arts District work.
- Increase active involvement of the business community in planning.
- Explore the implementation of an entertainment district for downtown.

Goal 4: In partnership with the Port of Bellingham and the broader community, establish and implement a plan to redevelop the central waterfront to substantially reduce contaminants and improve environmental health, increase living-wage jobs, provide public access, recreation and housing, and complement the downtown core and the City's other neighborhoods.

Performance Objectives for 2008:

- Integrate the Waterfront to the downtown core and other neighborhoods.
- Advance bike/pedestrian routes to Waterfront in early planning and design.
- Complete development agreement with the Port of Bellingham.

Goal 5: Develop and implement plans that preserve and shape Bellingham as a city of neighborhoods that work together and function interdependently as a vibrant, livable community with a distinct sense of place.

Performance Objectives for 2008:

- Revisit the issue of a Landlord Accountability ordinance.
- Plan for more neighborhoods working interdependently on broad issues, e.g., transportation.
- Examine the schedule for neighborhood plan updates and address issues of equity in timing of plan updates.
- Increase number of neighborhood plan updates.
- Be ready to implement neighborhood plan updates.
- Emphasize historic preservation.
- Plan for annexations.

City Council Goals and Council Objectives for 2008 (continued)

Goal 6: Protect and enhance the City's cultural, educational, recreational, and environmental assets.

Performance Objectives for 2008:

- Develop proposal for percentage of fund allocation for the arts.
- Implement next steps on Cultural District and Mount Baker Theatre improvements.
- Review the history and criteria for hotel/motel tax allocation decisions.

Goal 7: Improve coordination of transportation, parking and land use decisions to provide a system that effectively moves people and goods through and around the City.

Performance Objectives for 2008:

- Research and direct staff to bring a proposal for a Transportation Advisory Committee.
- Assess and prioritize locations for Safe Routes to Schools improvements.

Goal 8: Support development of a more diverse and sustainable economy by providing services that maintain a high quality of life. Work with businesses and agencies to support economic development activities that increase living-wage jobs in Bellingham.

Performance Objectives for 2008:

- Follow up on actionable items from 2007 business survey.
- Identify the City's most effective role to improve business.
- Finalize the economic development strategy and explore creating an Economic Development element for Bellingham's Comprehensive Plan.
- Involve the business community in neighborhood planning.
- Facilitate cooperation among the Downtown Renaissance Network, Lettered Streets and Cornwall neighborhoods on the Fountain District village center.

Goal 9: Improve communication between the City and its citizens about all goals, priorities, and challenges.

Performance Objectives for 2008:

- Ensure that BTV10 programs are directly tied to the city's priorities.
- Explore use of BTV10 for emergency notification.
- Review plan for taping of afternoon council committee presentations and other special meetings.
- Consider establishing a citizen outreach review board for BTV10.

City Council Goals and Council Objectives for 2008 (continued)

Goal 10: Support programs and provide facilities that serve low income families and individuals.

Performance Objectives for 2008:

- Consider the implementation of the Affordable Housing Task Force recommendations.
- Work with the Association of Washington Cities to promote increased federal funding for the Community Development Block Grant program.
- Consider the implementation of the recommendations by the Whatcom Prosperity Project Advisory Committee based on the report, "Experiences of Poverty in Whatcom County" which was coordinated by the Whatcom Coalition for Healthy Communities.

Goal 11: Improve the City's disaster preparedness and response capability.

Performance Objectives for 2008:

- Implement emergency preparedness education at the neighborhood level.
- Continue outreach and coordination with Whatcom County.

City Council Objectives for 2007 with Accomplishments

Goal 1: Maintain or improve the current level of City services, ensure that all City programs and services help protect or enhance the quality of life in Bellingham and assure that the City's financial and human resources are allocated to effectively and efficiently achieve the Council's Goals.

Performance objectives for 2007:

1. By March review, revise and adopt updated Council Goals and Objectives for 2008.

Proposed departmental objectives were presented to Council on July 23rd. Council reviewed and revised objectives; 2008 Council Goals and Objectives that were adopted in September appear on preceding pages.

2. By May review, revise and adopt updated budget policies to provide specific guidance for the administration's 2008 preliminary budget.

The policies appear on pages 33-38 and are incorporated into the adopted budget.

3. By October, clarify or establish level of service standards for the City's major programs and publish a report that summarizes these standards.

Further action on this objective is on hold until the new City leadership is in place. At that time the project will be revisited to ensure its objectives align with the new leadership's priorities.

4. By December review, revise and adopt performance measures to be used to monitor the performance of all departments.

In consideration of the recent change in City leadership, the project has been put on hold and will likely be re-scoped.

5. Provide an adequate operational funding plan for any new capital facility.

- *This condition was incorporated into a capital and operational Memo of Understanding (MOU) with the Museum Society, PFD, Mt. Baker Theatre, and Campaign for the Arts.*
- *2007 Budget includes operational costs for capital projects. 2008 Budget will continue this practice.*

6. Adopt plans and provide funding to ensure that internal City business systems (computers, phones, software programs, fleet, etc.) and existing capital facilities are properly maintained and updated.

Departmental accomplishments related to this goal:

- *HR and ITSD staff have installed new P/HRIS system software and are testing system for Second Quarter 2008, Phase 1 go-live. Some 2007 milestones have not been met due to resource limitations and system complexity challenges.*
- *ITSD Staff have worked with departments to select a new telephone system, contract has been negotiated, and installation will take place between December 2007 and February 2007. Project is coming in under budget; budget has been reduced from \$1.7M to \$1.5M.*

City Council Objectives for 2007 with Accomplishments (continued)

The Public Works Department has completed the following milestones:

- *Successfully completed one pilot filter testing study that evaluated several new polymer coagulant aids for use at the City's water treatment plant and used the findings to produce specifications for bidding the new polymer coagulant aid.*
- *Enhanced the Pavement Replacement Utility Viewer (PURviewer) ArcMap application processes by adding automation to the updating of utility and overlay project information.*
- *Developed a storm water utility replacement list from analysis of TV scan data.*
- *Completed the Eldridge water main replacement.*

Goal 2: Protect and improve the quality of drinking water in the Lake Whatcom Reservoir.

Performance objectives for 2007:

1. Develop, communicate and implement a specific action plan with performance measures to assess progress. This plan will include at least the following:
 - Identify funding required to implement the action plan. **Completed**
 - Acquisition of development rights on otherwise buildable land in the watershed to preserve and enhance the land for protection of water quality. **Ongoing**
 - Stormwater detention and treatment at both the macro and micro level. **Ongoing**
 - Programs or/and policies that promote changes in human behavior within the watershed to minimize degradation of water quality. **Ongoing**
 - Updated Water Supply Protection Plan to describe how the City will meet operational, technical, managerial and financial responsibilities to provide safe drinking water. **Completed**

The Public Works Department has completed the following milestones:

- *The Draft 2008 Work Plan was presented to the Joint Councils on November, 1 2007. A revised version with funding and staff requirements was sent to Council in late November. Council also received a list of issues needing policy level decisions before additional issue specific Work Plan tasks can be developed.*
- *Land Acquisition – No new update since the purchase of the Davis property. Program totals including joint: 1,341 acres, 667 units total.*

City Council Objectives for 2007 with Accomplishments (continued)

- *Stormwater - Completed draft comprehensive stormwater plans for phosphorus control and will implement recommendations to reduce stormwater inputs. The City and County will coordinate these efforts. Completed Lake Whatcom comprehensive stormwater plans for phosphorus control and will implement recommendations to reduce stormwater inputs. The City and County will coordinate these efforts. Constructed stormwater facilities at E. Oregon, E. North, Hayward Drive and Pullman Street. These included pilot usage of first Filterra unit in the State of Washington and Prototype Alumina Sand Filter, both new phosphorus removal technologies.*
 - *Education – Pledge Program information was delivered door to door by the Silver Beach Neighborhood Association with staff support.*
 - *34 residents have completed the Lake Whatcom Stewards Pledge online at the City's website.*
 - *The 2007 Lake Whatcom Water Source Protection Plan was completed and adopted by Council on December 3, 2007.*
2. By December 2007, register 270 or more Bellingham households within the Lake Whatcom watershed as stewards pledging not to use phosphorous fertilizers.

The Public Works Department has completed the following milestones:

- *The effort to register Pledge households will continue with a BTV10 promo that encourages residents to participate.*
 - *34 watershed households have taken the pledge online.*
3. By December 31, sign agreements with at least 5 households within the watershed to undertake micro stormwater management projects on their property.

The Public Works Department has completed the following milestones:

- *Assessed seven properties for restoration actions. Two properties were judged unsuitable.*
- *All property owners have been contacted and retrofits were discussed. Two properties determined they did not want to participate this year. One property is on hold until next year due to materials problems.*
- *Program is being revised to provide flow dispersion via rain barrel retrofits and additional participants being sought.*
- *Staff working on grant for expanded micro stormwater management for years 2008 - 2010.*

City Council Objectives for 2007 with Accomplishments (continued)

4. During 2007, sign agreements to acquire 260 or more acres of undeveloped watershed land or development rights.

The funds available to purchase 50 acres were acquired in 2007. Work continues on a delayed payment purchase.

5. By September 2007, present the Water Supply Protection Plan to the City Council for adoption by the end of the year.

The Public Works Department presented the Lake Whatcom Water Source Protection Plan to City Council and the plan was adopted on December 3, 2007.

6. Evaluate existing Transfer of Development Rights Program by March 2007 and report to the City Council on recommended actions to make it more effective.

An updated version of the staff briefing paper is being prepared jointly by City and County staff.

7. Evaluate long-term management responsibilities of watershed properties acquired to date.

The restoration contractor hired to determine management needs for each acquisition property has completed that task and has been implementing restoration and management projects for the Lookout Mountain, Three Creeks and Agate Bay Preserves.

8. By June 2007 meet with Whatcom County Council to explore ways to reduce overall impervious surface, stormwater, density in Geneva, Hillsdale, Sudden Valley and the watershed as a whole.

The Public Works Department has completed the following milestones:

- *Conducted seven Intergovernmental Coordinated Team meetings, four Data Management meetings, two Management Committee meetings and provided staff support to the Watershed Advisory Board.*
- *Held a meeting with Sudden Valley Community Association General Manager to discuss issues.*
- *Met with Silver Beach Neighborhood Association and completed information piece for Residential Stormwater Retro-fit program.*

Additional Public Works Department Accomplishments related to Council Goal 4:

- *Tributary monitoring of several water quality parameters commenced Fall of 2007. The work will begin to fill gaps in nutrient loading and other water quality data.*
- *The TMDL model that will assist development of the TMDL Allocation Report has been completed. City and County staff have received basic training in model use.*
- *Gained support from our project partners for a Middle Fork diversion fish passage project funding strategy.*
- *Evaluating a less costly option to the fish passage project structure.*

City Council Objectives for 2007 with Accomplishments (continued)

Goal 3: Continue to develop a vibrant downtown that includes a mix of residential, commercial, educational, retail, and cultural uses and amenities with connections between the downtown and waterfront areas.

Performance objectives for 2007:

1. Implement priority projects and programs outlined in the City Center Master Plan creating a more vibrant downtown which encourages additional private business and residential investment.

The Planning and Community Development Department has completed the following milestones:

- *The Holly Street Corridor project was completed in 2007.*
- *Completed plans for the Arts District streetscape and awarded bids for improvements at Art & Children's and Champion Street.*
- *Partnered with Downtown Renaissance Network on the street maintenance and landscaping program.*
- *Installed artworks at Depot Market Square.*
- *Supported numerous downtown events such as La Bella Strada Festival and Downtown Sounds.*

2. Help strengthen downtown organizational efforts by promoting continued coordination among City departments and non-profit and private entities with interests in downtown.

The Planning and Community Development Department has completed the following milestones:

- *Monthly meetings and regular communications with five economic development organizations that the City funds.*
- *Continue to work closely with the Downtown Renaissance Network and stakeholders in the area.*
- *Monthly meetings with Mayor and Department Heads to focus on implementing the City Center Master Plan and raising issues facing downtown.*
- *Additional coordination with Arts District non-profit and private sector entities.*

3. Assist in securing state and federal funds for infrastructure in waterfront redevelopment areas and for other City projects and programs.

Executive department staff assisted in securing \$1 million for WWU's waterfront planning.

4. Identify site(s) and begin planning for downtown parking capacity, structure(s).

A potential site has been identified at the corner of Cornwall Avenue and Maple Avenue. The existing surface parking lot has been offered for sale. Public Works department staff has ordered an appraisal and is conducting a feasibility study.

City Council Objectives for 2007 with Accomplishments (continued)

Goal 4: In partnership with the Port of Bellingham and the broader community, establish and implement a plan to redevelop the central waterfront to substantially reduce contaminants and improve environmental health, increase living-wage jobs, provide public access, recreation and housing, and complement the City's other neighborhoods.

Performance objectives for 2007:

1. Develop and implement a public involvement plan to guide this effort.

Public involvement plan is in development. Master Plan, EIS, opportunities for public involvement and other information about Waterfront development may be viewed at <http://www.cob.org/services/neighborhoods/community-planning/waterfront/index.aspx>

2. Refine the City financial model to reflect the City's investment in infrastructure and determine sustainable economic results.

Information from the EIS alternatives and market absorption studies will be used to refine the City's financial model.

3. Complete an Environmental Impact Study.

Draft EIS is available for viewing at the above web page.

4. Identify and prioritize infrastructure projects, costs and funding mechanisms.

This is dependent on determination of the preferred alternative that will result from the EIS process.

5. Identify funding for highest priority projects.

This is dependent on determination of the preferred alternative that will result from the EIS process.

6. Draft a Waterfront Master Plan (Subarea Plan), Development Regulations.

These actions will be completed in 2008.

7. Draft and consider a Development Agreement that clearly indicates responsibilities of the City and of the Port to implement the Waterfront Master Plan.

These actions will be completed in 2008.

City Council Objectives for 2007 with Accomplishments (continued)

Goal 5: Develop and implement plans that preserve and shape Bellingham as a city of neighborhoods that function interdependently as a vibrant, livable community with a distinct sense of place.

Performance objectives for 2007:

1. The plans and their strategic implementation will:
 - Be guided, but not driven by, the Washington State Growth Management Act.
 - Respect the character of the City's neighborhoods while incorporating design and flexibility to provide for infill as an alternative to suburban sprawl.
 - Connect a revitalized central waterfront to a vibrant downtown.

Revised six neighborhood plans pursuant to neighborhood initiated proposals. Completed Planning Commission review of Old Town Sub-area Plan and development regulations. Supported several neighborhood with their neighborhood efforts..

2. Provide technical assistance to ten neighborhood associations to assist in the update of plans for their neighborhoods, ensuring that they are consistent with the Comprehensive Plan and that they represent a neighborhood consensus.

Information and assistance provided by Planning and Community Development are on-going. Three neighborhoods submitted complete plan update proposals for review in 2008 - Silver Beach, Fairhaven and Sehome. Others are working on proposals for review in 2009.

3. Adopt design guidelines and development standards for at least three of the urban villages identified in the Comprehensive Plan.

The Old Town Sub-Area Plan and Development regulations are being reviewed by the Bellingham Planning Commission. A recommendation will be forwarded to City Council first quarter of 2008. In 2008, planning staff will identify and begin to work with stakeholders on developing plans for other priority urban villages, including the waterfront.

4. Assure that all development proposals approved in 2007 have consistent integration of parks and trails in new development in neighborhoods.

The City is on target for assuring that new development integrates park and trail elements of our Comprehensive Plan.

5. Complete service cost analysis of proposed annexations requested in the Urban Growth Areas. Approve, approve with mitigation, or deny annexation including consideration of the analysis and the policies of the Comprehensive Plan.

Planning staff reported to Council in June. Consultant was hired in December to look at potential annexation of entire northwest UGA, including the Bellingham Airport property.

6. Complete a plan for and begin acquisition of regional and neighborhood parks, open space and trail sites in the under-served north Bellingham area.

Agreement on land acquisition approved in June.

City Council Objectives for 2007 with Accomplishments (continued)

Goal 6: Protect and enhance the City's cultural, educational, recreational, and environmental assets.

Performance objectives for 2007:

1. Review proposals and adopt measures to improve library services to the entire community, including replacement of the central library, upgrades to the Fairhaven Branch, and arrangements for extending appropriate and affordable library services in the northern and northeastern portions of the city.
 - *Central Library site selected - January, 2007.*
 - *Fairhaven Branch Condition Assessment completed.*
 - *Consulting team selected for development of Library Building Program Statement including community involvement; began in 4th Quarter.*
 - *Drop off and pick up service established at Whatcom Community College (WCC) in September. Letter of interest from Library Board sent to WCC President (in November) to explore partnership library facility on campus.*
 - *Design development in progress for pilot library presence at Barkley Village, including drop off and pick up service, small materials collection, and "reading room" services in partnership with Barkley Corp. Target opening: Spring, 2008.*
2. Develop a viable organizational structure and business plan for the new Art and Children's Museum (ACM).

A Business Plan Draft has been submitted for review by the Museum Society Board and other stakeholders. A City / Museum Society agreement (MOU) begins a dialog on how best to structure the governing authority of the museum to ensure a successful future.
3. Issue bonds and award a construction contract for the ACM when adequate capital and operating funds are raised by private sector partners.

A City / PFD Contingent Loan Agreement was approved and PFD bonds were issued in December. Art and Children's Museum construction continues.
4. Acquire a site for a neighborhood park in the Meridian/Cordata neighborhood.

Site purchase and sale agreement approved.
5. Engage the public in prioritizing implementation of Greenways III.

Two public outreach meetings were conducted, a web-based solicitation of public suggestions was implemented, a Greenway Committee retreat was conducted and Greenway Committee is currently completing "Prioritization Guidelines."
6. Update the Parks impact fee ordinance.

Council adopted resolution updating the fees on April 30.

City Council Objectives for 2007 with Accomplishments (continued)

Goal 7: Improve coordination of transportation, parking and land use decisions to provide a system that effectively moves people and goods through and around the City.

Performance objectives for 2007:

1. Devote at least 25% of the projects in the 6-year TIP to improve and expand the community's bicycle and pedestrian facilities. To qualify, a project must be either specifically for the purposes of adding bicycle or pedestrian facilities, or, a roadway project that includes both bicycle and pedestrian facilities where none now exist.

Completed.

2. Achieve the following goals contained in the Transportation Element of the Comprehensive Plan:
 - a. Bring forward changes to the BMC and street standards that assist staff in implementing the goals.

Public Works and Planning and Community Development staff are working together to ensure a comprehensive approach to amending the BMC. Changes will be brought forward to Council in 2008.

- b. TG-3: Continue to hold quarterly breakfasts with WSDOT and all public works agencies in the county for the purposes of coordinating transportation projects and cooperatively solving problems.

Four completed in 2007 and four more are scheduled for 2008.

- c. TG-9: Move forward on the Sunset Phase II project which will help to ensure a regional system of state highways and local arterial streets that is functional, well maintained, and meets the demands of the future without disrupting individual neighborhoods.

Design and right-of-way acquisition are underway. All relocations (two) have been completed. Project is scheduled for bid in the spring of 2008.

- d. TG-23: Continue to support transit when reviewing and approving development plans.

Done.

- e. TG-17: Continue to work in the Farmhouse Gang, TTAC, WCOG and other regional forums to increase intermodal transportation.

Done.

3. Complete the following actions to improve parking in 2007.

- a. Identify site(s) and begin planning for downtown parking structure(s).

A potential site has been identified at the corner of Cornwall Ave and Maple Ave. The existing surface parking lot has been offered for sale. Staff has ordered an appraisal and is conducting a feasibility study.

City Council Objectives for 2007 with Accomplishments (continued)

- b. Complete the financial analysis of the Parking Fund necessary to be able to bond for new parking structures.

Financial analysis is complete and indicates that bonding is not feasible at the current time.

- c. Work with the Library Board to determine if there is a possible partnership for underground parking in the Civic Center, making sure that this project does not take priority over or conflict with the downtown parking structure.

Public Works is providing direct support to the Library Director by staffing the Library Program Committee with parking personnel to ensure this goal is met. The Superintendent of Transportation and Communications is a member of the library Program Committee, which is advisory to the library's consulting team in developing the Library Building Program Statement. Library planning update was discussed at the Parking Commission meeting on 11/29/07.

- d. Work to evaluate the possibilities and systems whereby the parking system might own or lease parking spaces in other buildings being constructed by the private sector in the downtown core.

Evaluation indicates that although legally feasible, sufficient parking revenues or Parking Fund reserves do not exist at this time to fund such a program.

4. Partner with the WTA by implementing specific City policies to increase transit ridership within Bellingham. This would include continued efforts to improve the percentage participation in the Commute Trip Reduction (CTR) programs for City staff, as well as efforts to encourage CTR for other major employers in the community.

Draft CTR Plan presented to City Council in September 2007. Plan submitted to State for approval. Council will be asked to adopt the final plan in April 2008.

5. Report on Public Works neighborhood engagement efforts and list identified projects for transportation improvement. This specifically includes the Neighborhood Transportation Safety Program (NTSP). Under NTSP, each neighborhood will identify their Top 3 priority list for residential streets. Public Works staff will then conduct traffic counts, score and evaluate each submittal to identify projects to be completed within the budgeted funding. This will be an enhancement to the NTSP projects completed in neighborhoods in 2006.

Completed. Program was very well received by neighborhoods.

Additional Public Works Department Accomplishments related to Council Goal 7:

- *Upgraded 10 signalized intersections along major commuter routes with Intelligent Transportation System (ITS) components.*
- *Completed Alabama/Woburn intersection improvements (right turn lanes).*
- *Completed Puget Street bike and pedestrian improvements.*

City Council Objectives for 2007 with Accomplishments (continued)

Goal 8: Support development of a more diverse and sustainable economy by providing services that maintain a high quality of life. Work with businesses and agencies to support economic development activities that increase living-wage jobs in Bellingham.

Performance objectives for 2007:

1. Direct an internal work group to analyze City programs and policies which support or inhibit the success of existing businesses, particularly small enterprises.

Completed an economic development survey of local economic development agencies and continue to meet regularly to analyze City programs and policies with our internal work group.

2. Conduct a survey of local businesses to identify City activities, programs and practices that enhance business success and those that inhibit it.

Results were presented to City Council in September. The report is available at www.cob.org/government/public/opinion/index.aspx.

3. During 2007, identify the three most promising employment sectors for increased production of living-wage jobs in Bellingham, keeping in mind the State's recent identification of medical, high tech, biofuel and tourism.

Three sectors identified are:

1. *Tourism*
2. *Technology (TAG)*
3. *Waterfront Redevelopment*
 - *Remediation*
 - *Technology*
 - *Marine Trades*

4. By August 2007, use the information from #1 and #2 to identify appropriate policy or procedure changes.

To be incorporated into strategic plan.

5. Develop a Strategic Plan for Bellingham's economic development.

Met with "ED Practioners" group in October to discuss survey results and action steps.

6. Define requirements for permitting and Building Services that improve predictability, meet projected timelines, achieve cost recovery benchmarks, and maintain needed funding levels.

Using the results of the quarterly survey to identify specific changes.

7. Conduct an inventory of existing downtown businesses by sector and identify gaps that may exist, strengths, etc, which will assist the economic development agencies in attracting certain business activity to the area.

Report to Council in early 2008.

City Council Objectives for 2007 with Accomplishments (continued)

8. Identify existing and potential light industrial lands in Bellingham and UGA to resolve the identified shortage.

Not done - nor on 2007 PCD work program. Scoping underway. 2008 budget identifies funding for this work. The Planning Department has allocated staff resources to complete this work in 2008.

Goal 9: Improve communication between the City and its citizens about all goals, priorities, and challenges.

Performance objectives for 2007:

1. Develop communications plans for City priorities, identifying action steps to ensure that timely, accurate information is available about City goals, how they will be achieved, and how people can become involved in key decisions, and accomplishments.

- *Implemented communication plan for Public Works capital projects to engage neighborhood input and participation on upcoming projects.*
- *Implemented Lake Whatcom water quality communication plan.*
- *Developing Library communications plans.*
- *Coordinated communication implemented through PFD / Museum / Mount Baker Theater / Campaign for the Arts collaboration.*

2. By the end of 2007, increase the usefulness of the City website by using industry best practices and citizen feedback to improve its organization, search functions and visual design.

New web site was launched October 26, 2007. Public feedback has been positive. People appreciate the "search" features, easier-to-find content, and strong visuals.

3. Increase the number of visitors to the City's website. Post at least one new feature article per week on the City's homepage.

The number of unique visitors to the City's website in 2007 increased 16% over 2006. Steps taken to increase visitors included promoting use of the website internally, making presentations to neighborhood leaders, and more frequent posting of City news and information. At least one new feature or news release (usually more) was posted on the City website each week.

4. Increase the number of City-produced BTV10 programs that address City goals, priorities, and accomplishments.

BTV10 programming is directed toward topics identified as City priorities whenever possible. Most individual segments of the City-produced program "Inside Bellingham" featured City priorities, as did many special programs.

City Council Objectives for 2007 with Accomplishments (continued)

5. Complete and evaluate neighborhood services pilot project and recommend next steps to incorporating most effective practices into on-going City operations.

Continuing multiple programs. Neighborhood Services Coordinator full-time position was approved, advertised in August, and filled with a start date of October 22.

6. Develop an action plan to implement the recommendations of the 2006 Public Involvement Assessment Report.

The Executive Department presented the 2006 Public Involvement Assessment Report to City Council in the last quarter of 2006 along with a preliminary action plan. The report may be viewed at: www.cob.org/government/public/opinion/index.aspx Some action steps were taken; most were postponed pending direction from the new administration.

Goal 10: Support programs and provide facilities that serve low income families and individuals.

Performance objectives for 2007:

1. Identify the intended target groups and areas with the highest priority needs and then provide a report to City Council on the extent to which funding allocated for recreation programs is being spent on the these groups and needs.

After review in 2007, Parks & Recreation re-designed the Parks Scholarship Program in January 2008 to better meet the needs of low income families and individuals. The program has changed from scholarships of a 50% discount per program varying in quantity per year based on price of the program and whether the participant is a child or an adult to a flat \$200 per year scholarship for each eligible person. Revisions to the program provide more recreational opportunities for qualifying individuals and simplify the program for the public to use and park staff to administer. The Parks Scholarship Program identifies three target groups with the highest priority need:

- *Adults with disabilities*
- *Families with children who qualify for the USDA Federal Lunch Program or TANF or Food Stamps*
- *Foster children*

2. Review and consider recommendations from the Affordable Housing Task Force and using that information, create a list of legislative and program changes that will result in an increase of at least 6,000 units--the number of homes available to those earning 80% or less of the median family income in Bellingham by the year 2022.

Identified 61 tools and associated costs / benefits, policy and legal issues. Assembled (and currently reviewing) a list of 121 potential actions for consideration by City and County Councils. The completed draft recommendation is scheduled for February 2008 with final recommended actions with implementation planned for consideration by Councils in March.

City Council Objectives for 2007 with Accomplishments (continued)

3. Review the work of the Affordable Housing Task Force for inclusion in the Consolidated Plan, scheduled to be updated in 2007.

Appropriate actions, based on findings and recommendations from #2 above, for CDBG/HOME funding will be incorporated into 2009 Consolidated Plan.

Goal 11: Improve the City's disaster preparedness and response capability.

Performance objectives for 2007:

1. Provide disaster related training and exercises for City employees.
 - *Conducted and participated in two disaster drill exercises:*
 1. *Black Orca terrorism full scale exercise*
 2. *Lake Whatcom spill response tabletop exercise*
 - *Secured acceptance into FEMA's Integrated Emergency Management Course for the City of Bellingham. Course delivery slated for third quarter 2008.*
2. Establish effective relationships with neighborhood associations.
 - *Participated in the Guide Meridian/Cordata Neighborhood Association Disaster Preparedness Summit.*
 - *Introduced a new neighborhood disaster preparedness and response program – "Map Your Neighborhood" to the Mayor's Neighborhood Advisory Committee (MNAC).*
 - *Through MNAC, formed City-wide Neighborhood Disaster Preparedness Committee of neighborhood association representatives to implement neighborhood level disaster preparedness through the Map Your Neighborhood program.*
 - *Promoting new emergency management program and individual/neighborhood preparedness via BTV10.*
3. Define a public safety education model integrating trauma prevention, fire safety, crime prevention, and disaster preparedness.

Neighborhood Disaster Preparedness Committee and the Map Your Neighborhood program is integrating work with Block Watch crime prevention volunteers and other public safety programs.
4. Develop a working relationship with the Emergency Management program at Western Washington University.

Engaged with WWU's Emergency Management Program and serve on the Program's Advisory Committee.
5. Develop and implement a plan to collaborate with Whatcom County on Emergency Management issues.

Developed a one-year agreement with Whatcom County for emergency management services.

City Council Objectives for 2007 with Accomplishments (continued)

6. Organize human and facility resources dedicated to emergency management services.

Opened leased office space and moved Office of Emergency Management and Training Divisions into this space.

7. Apply for grant funding to provide disaster preparedness supplies for low-income families and individuals.

Secured \$300,000 in pipeline settlement funds targeted for improving preparedness of overall community.