REDMOND CITY COUNCIL PLANNING AND PUBLIC WORKS COMMITTEE/ SPECIAL COUNCIL MEETING

Tuesday, September 10, 2013 Meeting Summary

Council

Kim Allen (Chair)
Hank Myers
John Stilin, (Attending Councilmember)
Pat Vache, (Attending Councilmember)
Hank Margeson (Attending Councilmember)

Staff

Malisa Files, Deputy Finance Director, Finance
Maria O'Neill, Administrative Specialist, PW
Melissa Faga, GIS Manager, Finance
Jeff Churchill, Senior Planner, Planning
Thara Johnson, Planner, Planning
Pete Sullivan, Senior Planner, Planning
Deb Farris, Code Enforcement Officer, Planning
Carl McArthy, Code Enforcement Officer,
Planning
Lori Peckol, Planning Manager, Planning
Mike Paul, Engineering Manager, PW
Michelle M. Hart, MMC, City Clerk

Convened: 4:30 p.m. Adjourned: 5:32 p.m.

Committee Chair Kim Allen opened the meeting, noted Council members in attendance, and overviewed the agenda.

City Hall Space Study

Mr. Mike Paul, Engineering Manager, and Ms. Malisa Files, Deputy Finance Director, discussed the need for a space study to increase the efficiency of City Hall for both customers and employees. A director's team and employees provided information on the functionality of their space from a customer service aspect, from which eight goals were recognized:

- improve access to services for customers;
- keep lobby aesthetics;
- retain room to have assemblies in lobby;
- control noise in customer service areas;
- incorporate security measures;
- create a flexible conference area larger than the Council Conference Room;
- incorporate new technology where it is lacking; and
- fix the pockets of inefficiency
 - > Development Review
 - ➤ Mayor's Office egress
 - ➤ Human Resources
 - > Finance counter
 - ➤ Council Chambers and Council space.

In July 2013, a Request for Qualifications was sent out for an architect to complete a space study. Twelve responses were received, and using a matrix, the top four were chosen. The candidates were presented with a problem to fix, present it, and answer questions. Seattle-based ARC Architects was selected for their understanding of this project and their creativity. The Consultant Agreement is still in negotiations, but will cost approximately \$103,000. There will be an additional \$20,000 in a contingency fund in case there are more options to explore, or additional work occurs along the way. The Consultant Agreement will be presented during the October 1, 2013, Council Meeting. The project should end by March 2014, with the best alternative placed in the budget as a budget offer.

Ms. Files stated that the funds for this project come from the reconciliation of the Maintenance and Operation costs, which was \$170,000 for 2012. ARC Architects will want to talk to the Council to get their ideas.

General discussion ensued regarding whether or not ARC Architects will focus on finding new efficiencies; with the potential for community rentals and large town hall meetings, whether there should be a charge; and identification of any security concerns.

New Traffic Alerts Applications

Mr. Mike Paul, Engineering Manager, and Maria O'Neill, Administrative Specialist, have enhanced outreach for City projects in the last five to ten years by putting information on the Redmond website, using signs, boards, and sending out traffic alerts. An interactive application was proposed to be placed on the website last year. The prototype was shared with the Committee. There are three components:

- internal administrative application used by City of Redmond staff to enter pertinent information;
 - > visual map and tools
 - > ability to highlight an entire area
 - > work start and end dates
- notifications: and
 - > sends information out to public via email and twitter
 - links an alert to a specific project
- external interactive map for citizens
 - visual display of the information
 - > provides details about projects.

Benefits for the staff: one place to input information; view historical data; easy to maintain; secure application; in-house support; and more visible.

Benefits for the public: City of Redmond website; more direct access to the alerts; consistent information; and no outside advertisements.

The Communications team will work on internal and external marketing, branding, and whether to keep the 511 name. The application will go live on October 1, 2013. Staff will continue to gather feedback and make adjustments.

General discussion ensued regarding the possibility of linking this application to a GPS; if this information can be used by the Redmond radio station; and industry standards for alerts.

Update on Comprehensive Plan and Zoning Code Amendments

Ms. Thara Johnson, Planner, and Mr. Jeff Churchill, Senior Planner, stated that staff has compiled a list of amendments to the Redmond Zoning Code since it was updated in 2011. The changes include definitions, improving clarity by grouping similar regulations together, removing some obsolete language, updating subdivision regulations, and making notice provisions internally consistent. There was a public hearing on August 21, 2013. The Planning Commission will finalize the report tomorrow, September 11, 2013, and will provide a staff report on September 17, 2013.

General discussion ensued regarding when the Council can view the amendments, and notices should be displayed more prominently.

Mr. Pete Sullivan, Senior Planner, spoke on the alternatives regarding which projects should be exempt and which projects should be required to provide utility undergrounding. The Council exempted single-family residential developments from being required to install underground distribution lines on the public right-of-way because of the high cost. A staff report will be presented in October 2013.

General discussion ensued regarding obtaining the perspective of the utility companies, and if any new technologies exist to make undergrounding less expensive.

Mr. Jeff Churchill, Senior Planner, and Ms. Lori Peckol, Planning and Policy Manager, gave an update on the timeline for the Southeast Redmond Neighborhood Plan. The Citizen Advisory Committee (CAC) has been meeting monthly since January 2013; there have been two open houses, with one coming up on October 16, 2013, where the CAC's preferred alternative will be out for consideration by the community. The recommendation will be finalized in November 2013. The Planning Commission will start in December 2013 or January 2014, followed by a meeting with the Council. There is a joint Planning Commission and City Council meeting tentatively scheduled for December 10, 2013, where the Council can bring questions for the Planning Commission to consider as they are reviewing the Neighborhood Plan Update.

Other proposed updates include the housing code, items from the Code Rewrite Commission parking lot list, and items on the Housing Strategy Plan. The Planning Commission will review these updates in late November 2013 or December 2013. The updates will be presented to the Council in the first quarter of 2014.

Rodents

Ms. Deb Farris and Carl McArthy, Code Enforcement Officers, have received inquiries on how the City of Redmond handles rodent problems. In the past, the King County Health Department had staff that took care of rodents, but that program has been defunded outside of the City of Seattle. Currently in Redmond, Code Enforcement Officers go to the home with the rodents,

identify causes such as junk, trash, or pet food left out, and recommend solutions such as making sure the garbage can lid is tight. The other option is for the resident to hire an exterminator or set traps. The King County Health Department website provides good information on rodent issues. In Redmond, there are only approximately five rat complaints in a year. Ms. Farris and Mr. McArthy would like to enroll in a training program to better help residents.

General discussion ensued regarding what codes can compel a resident to exterminate if they refuse to do anything.

Anti-Idling Ordinance

General discussion ensued regarding the issue residents in Southeast Redmond have with trucks idling in their community. The idling trucks are impactful on sustainability and the environment. The committee would like staff to look into what other jurisdictions are doing about idling trucks.