

From: [John Norris](#)
To: [Keith Scully](#); [Betsy Robertson](#); [Laura Mork](#); [Eben Pabee](#); [John Ramsdell](#); [Doris McConnell](#); [Chris Roberts](#)
Cc: [Sara Lane](#); [Pollie McCloskey](#); [Margaret King](#); [Jessica Simulcik Smith](#); [Heidi Costello](#); [Christine Hopkins](#)
Subject: Proposed Budget Amendment #11 - 2-Year Term Limited Grants Administrator Position
Date: Monday, November 21, 2022 3:25:03 PM
Importance: High

Council,

Please see below a proposed budget amendment that Councilmember Mork would like Council to consider. It is being labeled as Proposed Budget Amendment #11 and would provide for a 2-Year Term Limited 1.0 FTE Grants Administrator Position, which would cost \$360,000 for the two years of the biennium. Staff will include this in the Green Folder for tonight's meeting, and we will also have a slide available in our PowerPoint presentation for this proposed amendment.

Staff will not walk through each amendment like we did during last week's budget discussion, but rather have slides available to pull to support amendments if they are proposed by a Councilmember. Please let me know if you have any question about this proposed amendment. Thanks.

John Norris

From: John Norris
Sent: Monday, November 21, 2022 2:51 PM
To: Laura Mork <lmork@shorelinewa.gov>
Cc: Jim Hammond <jhammond@shorelinewa.gov>; Doris McConnell <dmccconnell@shorelinewa.gov>; John Ramsdell <jramsdell@shorelinewa.gov>; Sara Lane <slane@shorelinewa.gov>; Pollie McCloskey <pmccloskey@shorelinewa.gov>
Subject: RE: update from NLC as impacts budget discussion on Monday
Importance: High

Laura,

I heard more information from staff on this. While we do currently have funds for consultant support for grant writing that is being utilized, and staff believe that we have done well in seeking and obtaining grants, there is enough additional infrastructure and climate resiliency funding available right now to potentially warrant a 2 to 3-year limited term FTE (grants administrator position). Staff recognize that the amount of funding that is becoming available is significant and that even with the contingency funding available that we use for contracted grant writing, our capacity to track and apply for the additional funding is somewhat limited. The funding of a limited term position that would focus on identifying and supporting applications for infrastructure (Transportation, Wastewater, Surface Water, Parks) and Climate Resiliency to support our existing projects, Council goals and workplans, could prove beneficial. A limited term grants administrator would be about \$180,000 per year or \$360,000 for the biennium (\$540,000 for the full 3 years).

If you are interested in proposing this amendment, the following amendment language could be

used:

I move to amendment the proposed 2023-2024 biennial budget to increase General Fund appropriations by \$360,000 for the biennium, or \$180,000 per year, and add a 1.0 2-Year Limited Term FTE to support identification of and application for infrastructure and climate resiliency grants supported by general fund or other impacted fund balances as appropriate.

Note that a portion of this position could be supported by WW and SWM funds, but I think that would need to be determined after the fact based on the # of applications made to support those funds. Thus for now, staff would recommend that the entire cost be budgeted for in the general fund.

Please let me know if you have any questions. Thanks!

John

From: John Norris

Sent: Sunday, November 20, 2022 9:45 PM

To: Laura Mork <lmork@shorelinewa.gov>

Cc: Jim Hammond <jhammond@shorelinewa.gov>; Doris McConnell <dmccconnell@shorelinewa.gov>; John Ramsdell <jramsdell@shorelinewa.gov>; Sara Lane <slane@shorelinewa.gov>; Pollie McCloskey <pmccloskey@shorelinewa.gov>

Subject: RE: update from NLC as impacts budget discussion on Monday

Laura,

Thanks for your email. I am glad that you got some good information out of NLC. There is definitely federal legislation right now that may have funding for us and the programs and services that we provide. Typically, we look to see if there are grants or external funding sources that we can tap into to support the Citywide work plan and the Council Goals. We don't generally go after grants that don't align with our workplan or are outside the scope of the services we provide. Given however the breadth of City service delivery, there is often a connection between work we do and grants funds available from the State, County or Federal Government. Staff usually receive information about opportunities that are out there either through the state or our professional networks, so there aren't too many missed opportunities that I am aware of.

As far as who at the City is looking out for grant opportunities and applying for grant funds, program staff are typically doing this work, often with the support of Division Managers and Department Directors. For instance, the grant from the State Department of Commerce to help study missing middle housing in single family zones was put together by our Planning Manager in our Planning and Community Development Department. Similarly, our Transportation Services Manager focuses on our transportation grant opportunities at the State and PSRC level (where federal funding is allocated regionally). While the City used to have a Grants Coordinator position (it was repurposed

into our Housing and Human Services Coordinator Position), applying for and managing grant funds is something that has been absorbed into the Departments.

I therefore would not recommend a budget amendment focused on grant coordination. I will follow up with staff on this however to see if they feel that this would be beneficial to support Department staff. Hiring a consultant 'grant writer' position would not be helpful in my mind, as someone would need to manage a consultant and direct them in what to apply for; this level of work and oversight would be better spent just applying for grant funds directly. I will try to get back to you ASAP on Monday with any more information from staff on this. Thanks!

John

From: Laura Mork <lmork@shorelinewa.gov>

Sent: Sunday, November 20, 2022 12:38 PM

To: John Norris <jnorris@shorelinewa.gov>

Cc: Jim Hammond <jhammond@shorelinewa.gov>; Doris McConnell <dmccconnell@shorelinewa.gov>; John Ramsdell <JRamsdell@shorelinewa.gov>

Subject: update from NLC as impacts budget discussion on Monday

Hi John,

I wanted to give you an update from the NLC conference. I discussed it with Doris, who said it was OK to include her and the other council person I discussed it with, John. Since Jim was there with us, I wanted to include him as well.

I attended many events. In almost every one I attended, the theme was the **unprecedented** amount of Federal monies available in various programs. Once in a lifetime kind of money, that the feds are trying to give to cities for needed improvements for the citizens. But this money is time limited. It is associated with the infrastructure act, the inflation reduction act, and ARPA dollars can be used as part of the city match. So while there is money, it must be spent within the time frame. Further, we were told that the new congress is already starting to make noises to find ways to restrict the dollars available.

For example, they have set up a special department that reports to both DOT and the department of energy to fund EV charging stations near major freeways. The Safe Streets program has monies for sidewalks, non-motorized trails, as well as street improvements that enhance safety. There were so many other transportation programs I got lost in all the acronyms, but the primary focus was on getting funds out into communities in the states to improve quality of life for Americans. The representative from HUD described putting together something like 5 different programs to help keep existing housing affordable. They did a demo for a vet and his disabled wife where they put in the ramp, weatherized, removed the lead piping, etc, and are now rolling it through the community. HUD helped show the city how to

assemble the grants, healthy housing money from HUD, EPA grants for energy conservation, etc. The infrastructure bill has many resources to help with storm water and wastewater projects. There is affordable housing and funds for broadband. So many different programs - all of them working hard to give the money away. While all these programs are "competitive", the amount of money available is so large that it is not the same playing field as it has typically been. The HUD representative said that they were funding 99% of the applications for at least one of their programs. One of the people Doris and I met was not only a mayor but also a Director at Rails to Trails Conservancy where they were helping get grants, as well as funding from Rails to Trails for innovative non-motorized trail projects, like the 148th st bridge, that give people a real alternative to driving.

The problem is, applications must be made. The Bloomberg foundation gave M\$500 to the National League of Cities to set up an "infrastructure hub" to help simplify the process by setting up a place with templates, online help, and other assistance to facilitate the process, as so many cities don't have the resources to submit applications.

I'm interested in bringing some of this largess to Shoreline for infrastructure - storm water, waste water, sidewalks, streets, trail connections, EV stations, etc. To get this money, with either need to hire consultant(s) to write the application, hire people to do so, or both. It is not practicable to hire people for each of the programs with available infrastructure money, and it was very apparent in the budget discussion that existing staff was unlikely to have the bandwidth to apply either. I no longer have interest in asking for small safety project capital money, that the city doesn't have the capacity to spend - but I am interested in getting funding to get some of these grant proposals written so we can get some of these federal \$ right now.

I need your help to identify if I should be asking for positions (temporary?) to get in line to bring this money here, or consultant funding, and the \$ value to request prior to our council meeting on Monday evening. Please advise.

There is an important application for infrastructure that is due Dec 6 2022. Apparently, what is needed in that time-frame is a only a one or two page statement of interest, with the actual application coming later. It wasn't clear to me exactly what program this was associated with, other than it was an infrastructure program that Shoreline needs funds for. I'm hoping someone copied here either remembers exactly which program it is, or will know how to figure it out.

Thank you for your attention, and help in this matter. This is the time to take advantage of this once in a lifetime extraordinary situation to bring money back to our town. It is the time to start taking action!

Laura