The Planning Commission considered the proposed elimination of the Community Services Element and relocation of certain text from this element to the Land Use Element and the re-titled Housing and Human Services Element on March 12, April 9 and May 7, 2014, and on May 7 preliminarily recommended these Plan amendments.

Proposed new language is underlined: language proposed to be deleted is lined through. Language proposed to be relocated to the Land Use Element is highlighted in turquoise and language proposed to be relocated to the Housing and Human Services Element is highlighted in yellow.

Annotations explaining or commenting on proposed amendments appear in shaded boxes with the source and date of the explanation or comment (PC: Planning Commission).

Staff initial note 3/12/14 - The Growth Management Act (GMA) does not require a Community Services Element, nor does it contain goals relating to community services. However, in the development of the original 1994 Imagine Bothell... Plan, the City opted to include a Community Services Element because of a desire that the Plan address every aspect of the Bothell community.

In the early days of the GMA, when there was considerable state funding for planning positions and a great deal of energy directed at growth management, Bothell staff envisioned revisiting and updating two Planning Area-wide elements and two subarea plans every year. Doing so was seen as warranted to keep the Plan fresh and relevant.

Over the next few years, however, state and city resources available for growth management planning declined precipitously, and the initial intent to update portions of the Plan annually was necessarily abandoned as a result of staff reductions and assignment to remaining staff of numerous duties considered more pressing than a non-mandated Plan update. The Bothell community changed so rapidly and substantively since the original 1994 Plan adoption that some Plan elements quickly became out of date: the inability to refresh those elements in a timely manner - particularly their Planning Area Profiles - rendered them stale, at best, and obsolete and irrelevant, at worst.

Today, with planning personnel divided among myriad responsibilities, staff is compelled in the 2015 Periodic Plan and Code Update to recommend streamlining the Imagine Bothell... Comprehensive Plan to more closely follow the core mandates of the GMA, with far fewer forays into areas that are not required to be addressed.

One such area is the provision of community services. Not only does the GMA not require a community services element, the law doesn't even list it as an optional element. Consequently, staff proposed to delete this element in its entirety, with the exception of two community services policies and accompanying actions. These particular policies and actions (HS-P14, -P15, -A8 and -A9) would be relocated to the Land Use Element to satisfy a recent GMA amendment requiring jurisdictions to include in their land use elements “planning approaches that increase physical activity.”

However, the Community Services Element, as a separate individual element of the Plan, would be discontinued.
PC 3/12/14 - The Commission concurred in the staff recommendation that the Community Services Element, as a stand-alone section of the Plan, warrants deletion, as it is not required by the Growth Management Act and has proved difficult to maintain. However, the Commission supported retention of certain policies and actions which particularly convey the community’s commitment to ensuring each citizen access to services and opportunities to enable achievement of his or her full potential. Commissioner Booth volunteered to review the element and confer with staff regarding possible changes to reflect the Commission’s concerns.

PC 4/9/14 - Per Commission direction and follow-up communications with Commissioner Booth, staff proposed the following at the April 9 meeting:

1. Retaining selected Community Services goals, policies and actions (GP&As) pertaining to human services categories in which the City has some actual influence, so that the GP&As are meaningful, and not merely aspirational statements with no means of implementation.

2. Deleting the remainder of the GP&As, as well as most of the background sections, including the detailed point-in-time “snapshot” descriptions of specific services contained in the Profile, as these go out of date very quickly and thus erode the credibility of the Plan.

3. Relocating the selected retained GP&As to the Housing Element and re-titling that element Housing and Human Services. This is a fairly common pairing in the planning and budget documents and organizations of larger cities that have the revenue base to support human services departments which commonly include programs to subsidize affordable housing and to offer services to help residents stay in their homes.

4. The Community Services Element GP&As and background text proposed by staff to be retained and relocated to the re-titled Housing and Human Services Element are highlighted in yellow and lined through to indicate that they would be moved but that the Community Services Element would be eliminated. A few all-new policies actions are proposed as well in response to Commission direction, also to be located in the Housing and Human Services Element. These are highlighted in yellow and underlined.

Although some of the current Community Services Element would be retained and relocated, the objective of reducing the bulk of the Plan to a size more easily maintained by our smaller current staff would still be achieved.

The Commission on April 9 deferred discussion to April 30, and subsequently to May 7, so that Commissioner Booth could be present.

PC 5/7/14 - The Commission reviewed the proposed amendments and concurred.
The purpose of the Community Services Element is to provide policy direction for decisions relating to the “human infrastructure” of the City.

The Growth Management Act does not require a Community Services Element nor does it contain goals relating to Community services. Bothell has opted to include such an element because of the roles the City plays in funding and housing human services and in approving locations of community service delivery facilities.

For this element, community services are defined as activities which assist all citizens in the achievement, improvement and restoration of physical, intellectual, cultural and emotional welfare. This...
definition is intentionally broadly drawn to include human services, educational services, health services, day care, recreational and cultural activities.

There is a wide range of services and activities provided to a community by both the private and public sector. The City of Bothell provides direct community services through programs offered by the Bothell Parks and Recreation, Police and Fire Departments. The City of Bothell provides indirect services by funding private, not-for-profit human service agencies that provide basic needs, emotional support, physical well-being and other services to Bothell residents who, due to income levels, may not be able to afford such services.

Private sector businesses provide mental, physical and dental health care within offices and clinics located throughout the planning area.

Planning Area Profile

Human Services

The human services system is complex as many different jurisdictions, agencies, and organizations provide services to low and moderate income residents. Funding for human services comes from a variety of sources, including general fund contributions, property tax, sales tax, state and federal grants and other forms of funding, user fees, and private contributions. Coordination among human service providers has improved over the years with the establishment of the human service networks and other umbrella organizations.

The role of cities in the planning and delivery of human services is not clearly defined by law though many eastside cities, including Bothell, have provided funding to not-for-profit human service providers for many years. There is considerable variation in the amount of funding each city provides on a yearly basis and the scope and type of services each city funds.

Municipal involvement in human services may range from a “hands-off” approach up to direct provision of services, with numerous levels of involvement between the two extremes. Cities may also influence human services delivery through land use planning decisions which affect where human services purveyors may locate.

Currently, the City of Bothell contracts with several not-for-profit private agencies and some public agencies to ensure certain services are available to all Bothell residents.

Taken as a whole, the range, number, accessibility, and effectiveness of human services within a community provide one indication of the degree to which the community cares about its residents and is committed to enabling each member of the community to fulfill his or her potential. The following pages comprise a partial inventory of the human services providers within the Bothell Planning Area, and a discussion of future need for such services.

There are several private not-for-profit organizations located in or near the City of Bothell providing a wide range of human services to low and moderate income residents. These services can be broken down into eleven basic service areas including:

- Family Support
- Child Development
Agencies providing the above service areas comprise a safety net for many Bothell residents who, due to income levels, are unable to purchase these services from the private sector. The City of Bothell has provided funding to many of these agencies in exchange for providing services to low and moderate income residents. As the population of Bothell increases the number of residents in need of these services will also increase.

Hopelink

Hopelink, formerly known as the Multi-Service Center, is located at 18220 96th Ave NE within a City-owned building. Hopelink provides basic necessities of life including food, emergency shelter, transportation for elderly and disabled individuals, energy assistance, emergency financial assistance, literacy classes, community jobs placement and retention services, clothing, family development case management, food stamp education, life skills classes and child care.

Friends of Youth

Friends of Youth operates the Transitional Living Campus at 20404 Bothell Way NE and Arbor House transitional living program at 19019 101st Ave NE within the City of Bothell. Friends of Youth focuses their programs in the Bothell area on therapeutic foster care, residential treatment, transitional living programs, and shelter care for young men and women.

Northshore Youth and Family Services

Northshore Youth and Family Services (NYFS) traces its origins back to 1970 when a drug arrest at Bothell High School prompted the community to look into the needs of its youth.

A citizen task force concluded that Bothell teens needed a drop-in center they could call their own, and in 1974, with funding from Boeing United Good Neighbors, a house on Bothell Way was purchased for this purpose and subsequently named the INC Spot.

Over time, the organization evolved into a professional counseling center. In the mid-1980’s, NYFS staff developed a package of family services intended to avert major behavioral problems. These services include self-esteem training, parent education, substance abuse prevention, anger management training and family mediation.

Currently, NYFS provides counseling services to at risk youth and their families. Other services include individual, couple and family counseling, parenting education, youth anger management and social skills classes, school-based counseling, truancy services, substance abuse prevention and intervention, juvenile intervention program and the eastside healthy start program.
Community Health Centers of King County

Community Health Centers, located at 10414 Beardslee Blvd, provides primary health care services to low to moderate income residents of King County. Services include: diagnosis and treatment of acute and chronic illnesses, health screenings, wellness care, referral, prenatal and OB care and delivery, dental care, and alternative medical treatments.

Northshore Senior Center

Funding for land acquisition and construction of the Northshore Senior Center was provided through a bond approved by Northshore voters in 1988. The Center, at 10201 East Riverside Drive, was completed in 1992. A subsequent bond was approved in 2001 for land acquisition and construction of a Health and Wellness Center across East Riverside Drive from the Senior Center. As of the end of 2004, the Health and Wellness Center was under construction and scheduled for completion early in 2005.

The Senior Center provides support services to seniors in the Northshore area. Specific services include: health clinics, adult day care, hot lunch and meals on wheels, information and referral, employment, counseling and support groups, education, training socialization and transportation.

YMCA Day Care Services

The YMCA, located at 11811 NE 195th ST, provides low income affordable child day care to young parents entering the job market who cannot afford market-rate day care.

Education

Northshore School District

Fourteen public schools are within the Bothell Planning Area boundaries:

Elementary Schools

- Canyon Creek
- Frank Love
- Shelton View
- Westhill
- Woodmoor
- Crystal Springs
- Maywood Hills
- Woodin

Specialty Schools

- W.A. Anderson Secondary Alternative School
- Sorenson Special Education Center

Junior High Schools
High Schools

Bothell

A detailed discussion of existing school district facilities, level of service standards and projected facilities needs may be found in the Northshore School District Capital Facilities Plan.

In addition to education, the school district also meets a large portion of the community's demand for athletic field use. This aspect of the District's function is addressed in the Parks and Recreation Element.

University of Washington, Bothell / Cascadia Community College

The University of Washington, Bothell Branch Campus and Cascadia Community College are co-located on a campus located between Beardslee Boulevard, Interstate 405 and State Route 522. The UWB branch campus serves Northshore area students pursuing Bachelors and Masters degrees. The Cascadia Community College also serves Northshore area students pursuing Associates degrees and life-long learning opportunities. Envisioned as a commuter campus, up to 10,000 students could eventually use the co-located campus.

Health Care

Seattle-King County and Snohomish County Public Health Departments

The county health departments provide a number of public health services to Bothell residents. These include environmental health inspections, such as meat and restaurant inspections; communicable disease prevention and control, including health screenings and immunizations; and health services, including care for mothers and children, family planning, primary care, geriatrics, emergency medical services, treatment of communicable diseases, alcohol and substance abuse treatment, dental services, and health services.

Day Care

Both adult and children’s day care services are provided within the Bothell Planning Area by a range of agencies, private groups and individuals.

Cultural Activities

King County Library District

Within the Bothell Planning Area, the King County Library District operates the Bothell Regional Library, located at 18020 98th Ave NE. Library services include circulation of books, magazines, video and audiotapes, records, and reproductions of art works; reference services; children, adult and family programs; computer and internet access and availability of a meeting room for community use. The King County
Community-Based Cultural Activities

Major recurring community-based cultural activities include the Music in the Park summer concert series, Riverfest, Halloween on Main Street, Arts Fair, and the several Fourth of July activities (parade, street dance, old-timers' ball game, Battle of Concord re-enactment and others). As of the end of 2004, the Northshore Performing Arts Council had entered into an agreement with the Northshore School District to partner in the construction and use of a performing arts facility at Bothell High School.

Development of Goals, Policies, and Actions

By the end of the planning horizon, it is anticipated that the demand for all types of community services will increase substantially within the Planning Area. Contributing factors include the following:

1. Increasing gross population and employment. Consistent with state Office of Financial Management and Puget Sound Regional Council projections, total population within the City of Bothell is expected to increase by about 38 per cent within the planning horizon, and total employment is expected to increase by about 37 per cent over the same time period.

2. Increasing number of single-parent households. According to the 2000 U.S. Census, single parents comprised 5.4 percent of Bothell households, an increase of 0.9 percent over the 1990 census figure of 4.5 percent.

3. Increasing senior population. The median age in Bothell in 2000, according to the federal census, was 36.0 years, an increase of 3.9 years over the 1990 median age of 32.1 years. Additionally, in 1990, the federal census identified that 9 percent of the population was 65 years or older. In 2000, 9.5 percent of the population was 65 years or older. The median age and percentage of residents 65 and older in Bothell is expected to increase over the planning horizon. This aging of the population will have substantial implications for community services delivery.

4. Increasing congestion on the regional transportation system. As congestion increases, demand will increase for services provided locally.
Community Services
Goals, Policies and Actions

PC 3/12/14 - Per Commission direction and follow-up communications with Commissioner Booth, staff proposed to relocate the following highlighted goals, policies and actions (GP&As) to the re-titled Housing and Human Services Element. As stated in the note box on page 1, the GP&As proposed to be relocated address aspects of human services over which the City has some direct influence.

PC 5/7/14 - The Commission reviewed the proposed amendments and concurred.

Overall Goal

HS-G1 To ensure a healthy, stable, and productive community in which each citizen has access to opportunities for achieving his or her full potential.

Human Services

Policies

Staff initial note 3/12/14 - The City has a well-established process for determining what human services organizations warrant funding, and in what amounts. The following policies are therefore unnecessary.

PC 3/12/14 - The Commission requested language recognizing that human services agencies serve vulnerable populations, and asserting that it is appropriate for the City to fund such agencies. Accordingly, staff proposed the following policy that combines the existing HS-P1 with new language reflecting the Commission’s direction. The new language also contains pertinent language from the 2013-14 Budget. The policy is highlighted, to show that it would be relocated to the re-titled Housing and Human Services Element, and underlined to show that it is largely a new policy. The existing HS-P1 is shown as deleted.

PC 5/7/14 - The Commission reviewed the proposed amendments and concurred.

HS-P1 It is the duty of the City to assist its most vulnerable citizens, and accordingly to provide funding for a range of human service organizations. The City will administer general fund allocations to those human services agencies which demonstrate the ability to meet Bothell residents’ human services needs with the greatest degree of effectiveness, efficiency and preservation of dignity.

HS-P1 Provide funding for a range of human service organizations. The City will administer general fund allocations to human service agencies which directly meet Bothell residents’ human service needs.
In providing financial support, strive to maintain a balance of services in the following areas:

- **Survival services**, or those services which meet basic survival needs for food, shelter, clothing and protection from abuse and neglect.

- **Support services**, or those services which allow citizens to maintain their emotional health, physical health and self-sufficiency. Such services could include transportation, day care for all ages, community health services and substance dependency rehabilitation programs.

- **Prevention services**, or those services which act to prevent problems and the need for further dependence on public resources. Services could include training day care center employees for detection of child abuse, suicide prevention training and substance abuse prevention programs.

- **Planning services**, or research studies and planning efforts to identify and document human service trends and future needs and to provide information.

Distribution of funds within these categories may vary from year to year depending on shifts of local need and resource availability. Periodically the City shall analyze local human service needs to serve as one source of documenting needs.

**PC 3/12/14** - Proposed enhanced Policy HS-P1 above establishes that providing funding for human services agencies is part of the City’s mission. The original HS-P3 below provides some direction as to how the funding level should be determined, but lacks a baseline commitment. To provide more guidance in support of the strengthened HS-P1, staff proposed the following additional language in underline. This proposed added language also incorporates direction from the 2013-14 Budget.

**PC 5/7/14** - The Commission reviewed the proposed amendments and concurred.

- **HS-P3** Adjust the annual per capita budget allocation for human services as the City Council deems appropriate, but maintain a minimum threshold funding level consistent with Policy HS-P1. In allocating funding to human services agencies, promote service delivery models and other operational and organizational options that might advance such agencies towards self-sustainability. Focus available funding strategically within the Bothell community.

Staff initial note 3/12/14 - The City treats human services agencies desiring to locate or expand in Bothell the same as any applicant. Policies stating that the City shall not discriminate, or shall ensure that such agencies are appropriately located, are not necessary.

The Commission concurred.

- **HS-P4** Support efforts by human services agencies to construct facilities within Bothell, and examine each proposal on a case-by-case basis to determine whether and to what extent the City may desire to assist the agency or agencies financially, for example, by absorbing a portion of off-site infrastructure improvements.

- **HS-P5** The City shall not discriminate against human services agencies desiring to locate within Bothell on the basis of the type of clientele served by the agency or agencies.

- **HS-P6** Ensure that proposed human services facilities are appropriately located and that traffic and other impacts are adequately mitigated.
HS-P7 Work with other agencies and jurisdictions to promote the most effective and efficient distribution of human services region-wide.

HS-P8 Support efforts to increase community awareness of community-based human services, and promote volunteerism as a way to involve citizens in meeting the needs of their neighbors and ‘stretch’ City funding resources.

### Actions

**HS-A1** Allocate funding for Human Services in accordance with the above policies.

**HS-A2** Expedite permit-processing for proposed human services facilities which further the City’s goals and policies.

**HS-A3** Consider the feasibility of incorporating land and building(s) for a human services center in planning for a future city hall/civic center complex.

**HS-A4** During periods of severely cold weather or declared emergencies, coordinate with other organizations and jurisdictions to provide shelter for homeless and displaced persons.

**HS-A5** Distribute information on human service agencies to City employees and customers, through brochure racks in City offices, enclosures with City mailings, or other means.

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**PC 3/12/14** - The following proposed new Action responds to a Commission request for language promoting training for Bothell staff in recognizing potential human services needs of citizens they encounter during the daily conduct of City business. The Action number would be assigned once its place in the Housing and Human Services Element is determined. The proposed new Action is highlighted to indicate that it would be relocated to the re-titled Housing and Human Services Element.

**PC 5/7/14** - The Commission reviewed the proposed amendments and concurred.

**HS-A?** Provide training to City employees who interact frequently with the public, including but not limited to police, fire, public works operations, development services, and parks staff, to detect potential human services needs and offer contact information, while respecting citizens’ rights to privacy.

### Education

**Goal**

**HS-G3** To promote life-long learning opportunities within the community.

### Policies
HS-P9 Work with the Northshore School District, the University of Washington, and Cascadia Community College and private educational institutions to further educational objectives, consistent with community values.

HS-P10 Encourage expanded community use of local public and private school facilities.

HS-P11 Seek opportunities in public and private educational institutions to increase awareness of civic issues including but not limited to growth management, recycling, historic preservation, urban design, economic development, and environmental protection.

HS-P12 Continue to provide for mitigation of development impacts on school facilities.

**Actions**

HS-A6 Explore the feasibility of establishing City information centers at local schools, including Cascadia Community College and the University of Washington, Bothell, at which interested citizens might obtain copies of hearing notices, informational brochures or other materials.

HS-A7 Enter into discussions with the University of Washington, Bothell and Cascadia Community College to identify the human services needs of an expanding student population and explore potential changes to regulations as well as non-regulatory programs which would help meet these needs.

**Health Care**

**Policies**

HS-P13 Provide funding for support to health care agencies which qualify under the guidelines for human service agencies, above.

Staff initial note 3/12/14 - The following two policies and implementing actions, or some variation thereof, will be relocated to the Land Use Element, as discussed above.

The Commission concurred.

HS-P14 Support community activities which promote physical and mental health.

HS-P15 Actively promote the adoption and maintenance of healthy lifestyles among the City’s own employees.

**Actions**

HS-A8 Lend support to community activities such as running events, family bicycling programs, and other events by providing parking, traffic control and other services as warranted.

HS-A9 Through the City of Bothell Safety and Wellness Committees, provide exercise, nutrition, and other program opportunities to City employees to foster good health.
Day-Care

Policies

Staff initial note 3/12/14 - Day care choices have expanded dramatically since the Plan was initially adopted in 1994. Moreover, the state has adopted legislation permitting several types of day care outright. The following policies are no longer needed.

The Commission concurred.

HS-P16—Support efforts to provide child care in public and private schools.

HS-P17—Encourage the development of in-home child and adult day care facilities which comply with state regulations.

HS-P18—Provide incentives to encourage large commercial, industrial and residential developments to provide on-site day care or work with other day care providers to ensure that adequate day care opportunities exist locally to meet demand.

Actions

HS-A10—Review the zoning code for consistency with the above policies and adopt amendments where warranted. In particular, explore thresholds for providing on-site day care in businesses.

Cultural Activities

Policies

HS-P19—Support the Northshore Performing Arts Center, which hosts a variety of cultural events.

HS-P20—Provide financial support to community activities which benefit the community.

HS-P21—Promote the continued expansion and refinement of library services to meet the needs of the community.

HS-P22—Promote the establishment of a community youth drop-in center.

Actions
HS-A11 Explore opportunities to partner with or otherwise support the Northshore Performing Arts Center in bringing cultural events to the Bothell community. City participation should include membership on the Northshore Performing Arts Center Advisory Board.

HS-A12 Continue to provide financial support to existing community activities such as Music In The Park and the Fourth of July Celebration, and evaluate new proposals for their anticipated contribution to community spirit and identity.

HS-A13 Coordinate with the King County and Sno-Isle Library Districts regarding changes in services planned for the Bothell area.

HS-A14 Work with local educational institutions, churches, human service agencies and other organizations to identify possible locations for a temporary or permanent community youth drop-in center.