

Minutes
North Capitol Hill Neighborhood Association
NCHNA.org
Community Meeting & Elections November 6, 2017
Held in Adelpia Hall, Seattle Prep
Submitted by: Bonnie Pasek, Secretary

1.) Welcome by Michelle Kimihira, President

2.) Jean Peterson, board member liaison with area schools, invited Rafael del Castillo, Head of Bertschi School, and Kent Hickey, President of Seattle Prep, to present updates about the schools and how neighborhood issues are being addressed.

Bertschi School has made good progress in minimizing the drop and pick-up issues that impact traffic and homes in the area. The biggest issue is blocked driveways as parents wait in cars to pick up their children. The school's staff is trained to respond to issues and address them directly with parents.

Upcoming Bertschi events that will impact traffic are a daytime Grandparents and Special Events Day on November 17 and an open house on November 29, 6-8:30 pm.

Seattle Prep's Kent Hickey talked about how important Prep's relationship is with the neighborhood. Parking in the neighborhood continues to be a challenge. Attendees to Prep events are asked to use the garage first, but spillover street parking is often inevitable. Prep makes arrangements for big events to use parking at Bertschi School and St. Patrick's Church, as well as providing a shuttle from St. Demetrious. A schedule of events at Prep is posted on NCHNA's website.

3.) Bonnie Pasek, Secretary, gave the Treasurer's report for David Docter, Treasurer. Balance as of September 30 was \$1,367.57. End of October balance will likely be unchanged.

Neighbors are encouraged to pay voluntary annual dues. \$10 per individual. \$25 per household. Checks written to NCHNA can be mailed to NCHNA, c/o David Docter, 1015 East Newton St., Seattle, WA 98102-4041.

4.) Michelle Kimihira introduced candidates elected to serve on the board for the coming year. In all, 24 members voted in the election online or in person.

Michelle Kimihira – President (24 votes)
Bryson Tillinghast – Vice President (24 votes)
Bonnie Pasek – Secretary (24 votes)
David Docter – Treasurer (23 votes)
Nancy Brainard – Board Member (22 votes)

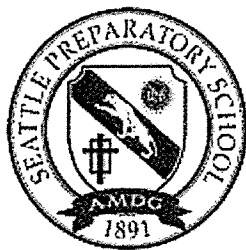
Jeanne Peterson – Board Member (22 votes)
Melinda de Lanoy – Board Member (23 votes)
Kristopher Olson – Board Member (23 votes)
Bill Wiesenbach – Board Member (22 votes)

5.) Nancy Brainard gave a brief update on the SR-520 project. Most important will be NCHNA's chance to contribute, beginning sometime next year, to the final design details of the highway section between Montlake and I-5. Actual construction on the Portage Bay Viaduct is expected to begin sometime between 2020 and 2022.

6.) Melinda de Lanoy gave an update on neighborhood traffic and pedestrian safety, noting especially NCHNA's plan to request the City's help with safety at five problem intersections: Miller at the one-way section of 11th, 11th at Del Mar, Federal at Miller, Federal at Boston and 10th at Roanoke.

7.) Jeanne Peterson reported that as of June 8, 2017, NCHNA has signed a new 10-year agreement with Seattle Prep. It can be viewed on the NCHNA website. The school, with a current enrollment of 765 students, has agreed to an enrollment cap of 770 and is happy to work with NCHNA on street and pedestrian issues in the neighborhood.

8.) Questions arose about the four-story condo building expected to go up on the east side of 10th Ave at the south end of the 10th Ave. bridge over SR-520. Neighbors close to this project have asked the city for modifications to the building's proposed design to reduce the impact on adjacent homes and streets.



Kent Hickey, President, khickey@seaprep.org

Rich Stearns, Dean of Students, Neighborhood Liaison

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Matt Burks, Transportation Coordinator, Morning Security

Wesley Chism, Afternoon Security

We look forward to collaborating with our neighbors and working together throughout the school year. We have posted all of our events to your neighborhood website and we have two people (Matt Burks and Wesley Chism) as a regular presence our campus and the neighborhood ready to respond to any issues involving our students. If there are any questions or concerns contact Rich Stearns immediately.

School Calendar online:

<http://www.seaprep.org/aboutprep/calendar>

Parent-Student Handbook online:

[http://www.seaprep.org/uploaded/PDFs/Handbooks/2017-2018 Parent-Student Handbook.pdf](http://www.seaprep.org/uploaded/PDFs/Handbooks/2017-2018%20Parent-Student%20Handbook.pdf)

(Parking and Neighborhood, p. 40-41)

Parking Registration

All students possessing a driver's license, regardless of intent to use a Prep parking spot, must complete the vehicle registration portion of the Seattle Prep vehicle registration and carpool form and return it no later than the designated date. Forms returned late or incomplete may impact parking consideration for respective students. If a parking space is offered, acceptance will require signing a vehicle registration form. Key student responsibilities are:

- Maintain valid license and insurance.
- Observe a safe parking lot speed (5 MPH for Prep lot in mornings, and afternoons when congested) and all other safety requirements at all times.
- Inform the Dean of Students immediately whenever there is a permanent change in car-pools.
- Report to the Dean of Students whenever someone is inappropriately parked in an assigned spot. (If this happens, park in visitor spot).

Additional Parking Regulations

- Sophomores without a carpool of 3 or more and freshmen may not drive to school. Exceptions due to emergencies may be granted by the Transportation Coordinator.
- Students are not authorized to exchange parking spots without approval from the Transportation Coordinator.
- Except for juniors and seniors who are exercising their off-campus lunch privileges, students may not go to their vehicles during the school day without approval from the Transportation Coordinator.
- Student drivers who don't meet their carpool registration or parking responsibilities may lose parking privileges and possibly receive other consequences.

The Dean of Students/Transportation Coordinator will make a reasonable effort to resolve campus parking issues by contacting appropriate students or making an announcement. In certain circumstances, especially as related to vehicles blocking traffic or otherwise illegally parked, vehicles will be removed at owner's expense.

E. Neighborhood Parking and Driving

All laws concerning parking and driving apply both on campus and in the neighborhood. It is essential that students respect the dignity and property of our neighbors. Faculty and staff should inform the Dean of Students/Transportation Coordinator of any situation that is not respectful of the neighborhood.

All Prep students, families and visitors should:

- Drive according to the speed limit at all times.
- Park legally without blocking residential driveways.
- Turn off engines when waiting for pickup/drop off.
- Be respectful of neighbors.

A two-hour, one-sided Residential Parking Zone (RPZ) is in effect on the streets adjacent to Prep. The Board of Trustees, based on the written agreement with the North Capitol Hill Neighbors Association, has agreed that Prep will take the necessary steps to ensure students do not park in the RPZ-12 at any time. One hour of JUG is assigned to students who park in RPZ-12 at any time for any period of time, with increasing consequences for subsequent instances which may include a loss of driving privileges.

November 2017

Dear neighbors,

With Bertschi School's 2017-18 school year well underway, we want to share some information with you about some upcoming school events. We would also like to thank you for your continued patience as we work to orient our new and returning families to our school policies and practices, particularly those that likely impact you such as traffic, parking, and road safety. We continue to make these practices a high priority here at Bertschi; these include:

- Staff training and reminders during at the start of the school year
- The distribution of our traffic and safety plan to all parents as part of our Student/Parent Handbook
- Weekly parent newsletters and other communications highlighting key elements of the plan
- Regular staff neighborhood patrols to monitor parking and traffic practices
- The collection of parent and staff car and license plate information to help identify vehicles parked illegally in the neighborhood

As always, please feel free to contact me directly with any additional suggestions for ways to improve our approach in this area.

As last year, we continue to implement daily drop off and pick up practices to limit the school's impact on our neighborhood at these times. Morning drop off starts at 7:45 AM and ends at 8:30 AM. In the afternoon, we stagger student pickup times between 2:45 PM and 3:10 PM. As was the case in years past, our after-school program runs until 6:00 PM.

The following planned events typically draw many people to campus, likely impacting parking availability in the neighborhood:

- Friday, November 17, 2017 (during school day): Grandparents and Special Friends Day
- Wednesday, November 29, 2017 (6:00-8:30 PM): Open House for Prospective Families
- Monday, December 11, 2017 (6:30-8:00 PM): Parent Education Event
- Wednesday, May 23, 2018 (5:00-8:00 PM): Spring Arts Showcase

In addition, we will often arrange for additional parking at Seattle Preparatory School. On Grandparents and Special Friends Day we also hire a valet service to help minimize the impact of this event on the neighborhood.

Our major school breaks this year are as follows:

- November 20 – 24, 2017 – Fall Break
- December 18, 2017 - January 2, 2018 – Winter Break
- February 19 – 23, 2018 – Mid-Winter Break
- April 2 – 6, 2018 – Spring Break

Like last year Bertschi has also rented several classroom spaces to Education Françoise of Greater Seattle (EFGS) on Saturdays from 9:00 AM-12:00 PM. This is our fifth year of this arrangement and we continue to work proactively with EFGS to ensure that their parent and staff community is also aware of all of our traffic, parking, and safety procedures. EFGS has been responsive in this regard and has taken steps annually to improve their own drop off and pick up practices.

Again, please don't hesitate to contact me directly if you have any additional thoughts or questions about this area. I look forward to working with you again this year.

Best Regards,

A handwritten signature in black ink, appearing to read "Mike Gardner".

Mike Gardner
Chief Financial Officer

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