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CITY CLERK

City of Seattle
Notice of Appointment

Name: *Tom Early*		☒ **Executive Appointment** ☐ **Legislative Appointment** ☐ **Agency Appointment** ☐ **PDA Council** ☐ **PDA Constituency**
Residential Neighborhood: *Wedgewood*	**Zip Code:** *98115*	**Contact Phone No.:** *(206) 250-8821*
Appointed to: *Urban Forestry Commission, Position #6, Landscape Architect with certification from the International Society of Arboriculture*		**Date of Appointment:** *December 1, 2011*
Authority (Ord., Res.): *S.M.C. 3.14.920*		**Term of Office:** **From:** *Re-appointment confirmation* **To:** *December 1, 2014*

Background:
Mayoral re-appointment to the Urban Forestry Commission Position #6 (Landscape Architect with certification from the International Society of Arboriculture).

Mr.Early is a LEED certified registered landscape architect with certification from the International Society of Arboriculture. His extensive experience includes community master planning, streetscapes, park systems, pocket parks, ecological restoration for streams, wetlands and uplands, and irrigation design.

Mr. Early currently works for Otak, an architecture firm specializing in transportation, growth management, and urban design, and provides tree removal and landscape permit review for the city of Medina. Mr. Early's broad project experience as well as his familiarity with a tree removal permit system will be an asset to the Urban Forestry Commission. Mr. Early has served a six-month term and is being re-appointed for three more years.

Authorizing Signature:	**Name and Title of Officer Making Appointments:** *Michael McGinn, Mayor*

Tom Early, RLA, LEED AP

Landscape Architect

Tom is a registered landscape architect and ISA certified arborist with more than five years of experience. His design experience includes community master planning, streetscapes, park systems, pocket parks, ecological restoration for streams, wetlands and uplands, and irrigation design. Tom currently provides tree removal and landscape permit review for the City of Medina.

Education

- Bachelor of Landscape Architecture (University of Washington)
- Bachelor of Arts, Biology with a focus in Botany (George Mason University)

Registrations

- Registered Landscape Architect (Washington) #1199
- Certified Arborist PN-5622A
- LEED Accredited Professional

Selected Project Experience

2011 Sidewalk Development Program; Seattle, Washington
Landscape Designer—This project includes design of seven segments of sidewalk (approximately 4,600 feet in length) to complete missing gaps all over the City, utilizing a fast track design process to meet the mandated deadlines. Otak is providing survey, design of sidewalks, retaining walls, drainage, landscape, and driveways, PS&E, and preparation of temporary construction easements. The work also includes utility potholing and preparation of graphics for community outreach.

Seattle Bicycle Master Plan Implementation; Seattle, Washington
Landscape Designer—Tom is providing landscape design services as part of Otak's role in assisting SDOT implement its Bicycle Master Plan. For the past four years, Otak has assisted in implementing the annual program of bicycle improvements. Typical project assignments involve verifying existing conditions; developing recommendations; and preparing construction plan documents. Recommendations range from evaluating installation of bicycle lanes versus Sharrow (shared roadway) facilities; assessing existing traffic lane widths and on-street parking restrictions conditions relative to incorporating bicycle facilities; and identifying way-finding signage and destination signage for bicyclists along City streets and trails. From a task order-based contract, Otak has completed recommendations and prepared pavement marking and sign plans for over 100 miles of facilities throughout Seattle's streets and trails.

North Downtown Bus Layover Project; Seattle, Washington
Urban Designer/Planner—Otak worked with SDOT and King County Metro to forecast future demand for bus layover, develop a site evaluation matrix, evaluate transit corridors and potential layover locations, and select specific sites for potential layover facilities(on and off the street), assess joint development potential, create design criteria, and provide site specific conceptual design solutions with cost estimates. Tom assisted with the evaluation, analysis, and selection of layover locations. His experience as a part-time bus driver gave him special insight to this process.

Community-run Design-Build Projects: Louisa Street-end Park; Seattle, Washington
Landscape Designer—Tom collaborated with the community to reach a planting design, coordinated the plant material delivery, and organized the community planting party. *(experience prior to Otak)*

Pioneer Place Park and Occidental Corridor Improvements; Seattle, Washington
Landscape Designer—Tom provided support in final design phase for planting and hardscape elements. Otak provided professional services for the development of an improvement implementation plan for Pioneer Park, Occidental Park, and the Occidental Corridor, a historic system of parks and open space in Seattle's Pioneer Square. The project team built upon the work that was accomplished in the 1998 Pioneer Square Neighborhood Plan by advancing the development of the desired improvements to Pioneer Square's public spaces outlined by the neighborhood. The project's scope included the inventory, evaluation, and the development of an improvement implementation plan for Pioneer Place Park, Occidental Park, and Occidental Corridor that is sanctioned by the neighborhood and all stakeholders. A series of public forums invited the public to express their opinions on the validity of each proposed improvement as well as new ideas for enhancing the aesthetics, accessibility, safety, and programming of the parks. The end result was an action plan that prioritized the implementation of short, medium, and long term improvements; identified the cost of improvements and recommended funding strategies for implementation.

98th Street Eco-Charrette Facilitation and Public Presentation Materials; Seattle, Washington
Charrette Facilitation/Public Involvement—98th Street, located in the vicinity of unincorporated White Center, is emerging as an important opportunity for neighborhood redevelopment and revitalization in King County. The County envisions a potential public/private partnership in redevelopment, with catalyst projects that serve as models for environmental sustainability and green building. Possible public investment projects include streetscape improvements and a transit-oriented mixed-use/parking structure. Through Otak's on-call contract with King County, Tom assisted with facilitation of a multi-disciplinary design charrette involving technical experts, agency staff, County departmental representatives, and project stakeholders to develop initial concepts for the streetscape and adjacent corridor redevelopment. Otak developed public presentation materials for a public workshop for this project.

Central Link Light Rail, Beacon Hill Station; Seattle, Washington
Landscape Designer—Tom responded to requests for information involving planting design. The Beacon Hill Station is the only tunnel station included in the first phase of the overall project. The station is located in the long established commercial center of the Beacon Hill Neighborhood near downtown Seattle.

Central Link Light Rail, Mount Baker; Seattle, Washington
Landscape Designer—Tom responded to requests for information involving planting design. The Mount Baker Station is the gateway to Seattle's Rainier Valley Neighborhood. The elevated station is located in the transition area between the Beacon Hill Tunnel and the elevated guideway touchdown structure beyond which the rails run on the surface streets. The station sits upon a public plaza also designed by the Otak team.

Sylvester Road Bridge Technical Report and New Bridge Design; King County, Washington
Landscape Designer —Otak conducted an inspection of the existing concrete bridge, performed a preliminary investigation, evaluation, and analysis to determine the feasible options to eliminate the existing deficiencies and recommend the best course of actions including bridge rehabilitation alternatives. The findings and recommendations from this phase of work were summarized in a design report. The report recommended replacement of the existing bridge with a new single span bridge with prestressed, post-tensioned girders. Final design was performed using a single span with 220-foot girders. The Otak team supported King County during construction of the bridge. The project was BRAC funded.

SE Southworth Drive Bridge Replacement; Kitsap County, Washington
Landscape Designer —The primary goal of the project is to replace a 100-foot-long three-span bridge built in 1929 with a bridge structure that meets current design standards, is cost-effective and constructible, and can readily meet the range of permitting requirements of county, state, and federal regulatory agencies. This must be done quickly to minimize the potential for catastrophic failure of the existing bridge. The proposed structure will be 125-feet-long and approximately 46-feet-wide, allowing new piers to be placed outside the ordinary highwater mark, and giving ample room to widen the estuary mouth and shape the embankments to provide enhanced habitat. Other improvements include widening the roadway in accordance with urban minor arterial road standards to accommodate bike lanes and to minimize inconvenience to the public with respect to road closures; maintain service to utilities suspended on the bridge; and provide an aesthetically pleasing structure that fits with the surrounding environment.

SR202/NE 124th Street Intersection Improvements; Redmond, Washington
Landscape Designer—Tom provided landscape services including wetland creation, stream mitigation, and streetscape improvements for this roadway widening and intersection improvement project. Additional work included relocating a fish-bearing Class II stream at the existing toe of the road fill. The improvements provide one additional lane in each direction in addition to a bike lane and landscape buffer strip. This work also included the placement of a separated bike/pedestrian path.

Woodinville-Duvall Road Improvements; Woodinville, Washington
Landscape Designer—Otak was selected as the prime consultant for widening and reconstruction of an approximate one-mile rural arterial from two-lanes to three-lanes, including bicycle lanes and sidewalks. Project elements include a new storm drainage system (conveyance, detention, and water quality), stream crossings, wetland mitigation, signal modifications, street lighting, retaining walls, landscaping, utility relocation, and other improvements. Otak's services include project management, civil and drainage design, environmental permitting, landscape architecture and urban design, survey and mapping, and construction management support.

2009 Redmond Sidewalk Improvement Project; Redmond, Washington
Landscape Designer—Project included new installation and replacement of existing sidewalk, curb, and gutter while protecting trees to remain and planting new trees. Structural soil was placed beneath new sidewalk to allow for tree roots to utilize more root zone area. Project also included the placement of a metal stairway to provide right-of-way access with minimized impact to the greenbelt between the Rose Hill neighborhood and the Rose Hill Trail.

Aurora/SR 99 Corridor Improvements, Phase 2; Shoreline, Washington
Landscape and Irrigation Designer—The goal of this project is to improve pedestrian and vehicle safety, pedestrian and disabled access, vehicular capacity, traffic flow, and transit speed and reliability. Gateway enhancement and design will be provided at the major access points into the corridor. The design also focuses on urban design and landscape improvements at North 175th and SR 99 to highlight Shoreline's City Center and City Hall campus. Otak, as a subconsultant, is providing landscape architecture and urban design services with LID design sensitivity through the introduction of innovative products to enhance the growth of plant material and the treatment of stormwater, while encapsulating visitors and residents using the corridor with large trees and advanced urban design technologies. Tom assisted with irrigation and planting design and producing construction documents.

NE 40th Street Corridor Study; Redmond, Washington
Landscape Designer—Otak prepared a corridor study for NE 40th Street from 148th Avenue NE to Bel-Red Road. The corridor is home to the Microsoft Redmond Campuses and the Overlake Transit Center, and is bisected by SR 520. Project partners include Microsoft, King County Metro Transit, Sound Transit, and WSDOT. The focus of the project is to enhance pedestrian and bicycle traffic along and across NE 40th Street, particularly between the transit center and Microsoft. The project includes a traffic analysis, environmental review, stakeholder involvement, development of streetscape and gateway treatments, and evaluation of alternatives for pedestrian and bicycle facilities. Tom's responsibilities include envisioning specific streetscape improvements that are coordinated with the project partner's goals, the variety of land uses adjacent to the corridor, and the projected storm water requirements for the corridor.

Boeing Creek Basin Infrastructure and Park Improvements; Shoreline, Washington
Landscape and Irrigation Designer—Boeing Creek Park is 36 acres of revered old growth forest and streams in the suburban community of Shoreline. Otak assisted the City with improvements to an existing stormwater facility located within the park. The facility serves a vital function to the surrounding residents, lessening the impact of stormwater runoff to homes and streets in the area. The pond was enhanced with water quality measures, native plantings, and a gravel path loop. Additional improvements to the park include trail improvements, trail amenities such as benches and interpretive signs, and native plant restoration. Tom assisted with irrigation and planting design and producing construction documents.

Columbia Park West Master Plan; Kennewick and Richland, Washington
Program/Site Designer—Otak developed a master plan for Columbia Park West, the 180-acre western portion of a 363-acre park on the Columbia River. Otak worked with a community resource team representing the cities of Richland and Kennewick to create an existing conditions map, three master plan options, and the preferred master plan option that balances community and cultural interests. The preferred master plan involves re-aligning vehicle circulation for safety and efficiency, easing water access, positioning a great lawn for large gatherings, placing a museum and a variety of water-related retail, and enhancing the vegetation communities throughout the park. The program for the preferred master plan integrates uses to complement the already developed Columbia Park East and other parks nearby.

Wallace Swamp Creek Park; Kenmore, Washington
Landscape Designer—Tom assisted with the landscape and irrigation design of Wallace Swamp Creek Park. He worked to place both youth soccer and a youth baseball fields efficiently within the site while also renovating areas overcome by non-native invasive plants. This project never moved into design.

Boeing Creek Park Channel Stability Assessment; Shoreline, Washington
Landscape Designer—Tom designed the irrigation system at Boeing Creek Park as well as recommendations for bridge placement, paying particular attention to the existing mature trees nearby. Otak designed storm water drainage improvements along 3rd Avenue in the City of Shoreline. The goals for this project were to improve upstream surface water storage capacity to prevent downstream flooding.

Hood Canal Estuary Restoration Project; Kitsap Peninsula, Washington
Landscape Designer—Project includes designing an estuary restoration on the Kitsap Peninsula that entails restoring tidal conditions to a former estuary and the design of a replacement bridge including the removal of two existing under-sized culverts. Otak is preparing the permit applications and the compensatory mitigation design for the project. We are key participants in the discussions and negotiations with the Army Corps of Engineers to obtain permits for the project.

Transit Center Expansion, Upper Parking Lot Improvements; Mountlake Terrace, Washington
Landscape/Irrigation Designer/Construction Management—Project includes pervious paving with Silva Cells and drip irrigation surrounding a variety of trees. Six different tree species were used in two conditions, a typical parking lot landscape islands and tree pits utilizing Silva Cells and pervious paving to expand the new tree's root zone.

City of Medina Tree Code Consulting; Medina, Washington
City Tree Consultant—Tom investigates, reviews, and collaborates with residents to administer the Medina Tree Code. Otak has been providing consulting services to the City of Medina for planning and tree/landscape code for nearly a decade.

Urban Forestry Commission

November 2011

9 Commission members: Per S.M.C. 3.14.920, confirmed by City Council, **3-year** terms*

- 4 appointed by City Council
- 4 appointed by Mayor
- 1 appointed by Commission members

D*	G	Name	Appointed	Term Ends	Term #	Position	Appointed By
6	M	John Floberg	12-01-10	12-01-13	1st	1: Wildlife Biologist	Council
6	M	John Small	12-01-10	12-01-13	2nd	2: Urban Ecologist – VICE-CHAIR	Mayor
6	M	Dr. Gordon Bradley	12-01-09	12-01-12	1st	3: Natural Resource Agency or University Representative	Council
6	***F***	***Peg Staeheli***	***11-02-09***	***12-01-14***	***1st***	***4: Hydrologist or Similar Professional***	***Mayor***
6	M	Vacant	12-01-09	12-01-11	1st	5: Arborist	Council
6	***M***	***Tom Early***	***07-08-11***	***12-01-14***	***1st***	***6: Landscape Architect***	***Mayor***
6	M	Matt Mega	12-01-09	12-01-12	1st	7: NGO Representative - CHAIR	Council
6	M	Jeff Reibman	11-02-09	12-01-12	1st	8: Development Community or Utility Representative	Mayor
6	F	Nancy Bird	12-01-10	12-01-13	2nd	9: Economist, Financial Analyst, Realtor or Similar Professional	Commission

Diversity

					(1)	(2)	(3)	(4)	(5)	(6)
Appt. Authority	Men	Women	Vacant	Minority	Asian-American	African-American	Hispanic	Native-American	Other	Caucasian
Mayor	3	1	0	0	0	0	0	0	0	4
Council	3	0	0	0	0	0	0	0	0	3
Commission	0	1	0	0	0	0	0	0	0	1
Total	*6*	*2*	*0*	*0*	*0*	*0*	*0*	*0*	*0*	*8*

*Membership shall include:

1. A wildlife biologist
2. An urban ecologist
3. A natural resource agency or university representative
4. A hydrologist
5. An arborist
6. A landscape architect
7. A non-profit or non-governmental organization representative
8. A development community or non-City utility representative, and
9. An economist, financial analyst, or realtor