
CITY OF KIRKLAND

CITY COUNCIL



Amy Walen, Mayor • Penny Sweet, Deputy Mayor • Jay Arnold • Dave Asher
Shelley Kloba • Doreen Marchione • Toby Nixon • Kurt Triplett, City Manager

Vision Statement

*Kirkland is an attractive, vibrant and inviting place to live, work and visit.
Our lakefront community is a destination for residents, employees and visitors.
Kirkland is a community with a small-town feel, retaining its sense of history,
while adjusting gracefully to changes in the twenty-first century.*

123 Fifth Avenue • Kirkland, Washington 98033-6189 • 425.587.3000 • TTY Relay 711 • www.kirklandwa.gov

AGENDA

KIRKLAND CITY COUNCIL MEETING

City Council Chamber
Tuesday, April 21, 2015
6:00 p.m. – Study Session
7:30 p.m. – Regular Meeting

COUNCIL AGENDA materials are available on the City of Kirkland website www.kirklandwa.gov. Information regarding specific agenda topics may also be obtained from the City Clerk's Office on the Friday preceding the Council meeting. You are encouraged to call the City Clerk's Office (425-587-3190) or the City Manager's Office (425-587-3001) if you have any questions concerning City Council meetings, City services, or other municipal matters. The City of Kirkland strives to accommodate people with disabilities. Please contact the City Clerk's Office at 425-587-3190. If you should experience difficulty hearing the proceedings, please bring this to the attention of the Council by raising your hand.

EXECUTIVE SESSIONS may be held by the City Council only for the purposes specified in RCW 42.30.110. These include buying and selling real property, certain personnel issues, and litigation. The Council is permitted by law to have a closed meeting to discuss labor negotiations, including strategy discussions.

PLEASE CALL 48 HOURS IN ADVANCE (425-587-3190) if you require this content in an alternate format or if you need a sign language interpreter in attendance at this meeting.

ITEMS FROM THE AUDIENCE provides an opportunity for members of the public to address the Council on any subject which is not of a quasi-judicial nature or scheduled for a public hearing. (Items which may not be addressed under Items from the Audience are indicated by an asterisk*.) The Council will receive comments on other issues, whether the matter is otherwise on the agenda for the same meeting or not. Speaker's remarks will be limited to three minutes apiece. No more than three speakers may address the Council on any one subject. However, if both proponents and opponents wish to speak, then up to three proponents and up to three opponents of the matter may address the Council.

1. *CALL TO ORDER*
2. *ROLL CALL*
3. *STUDY SESSION*
 - a. Transportation Master Plan Update
4. *EXECUTIVE SESSION*
5. *HONORS AND PROCLAMATIONS*
6. *COMMUNICATIONS*
 - a. *Announcements*
 - b. *Items from the Audience*
 - c. *Petitions*
7. *SPECIAL PRESENTATIONS*
8. *CONSENT CALENDAR*
 - a. *Approval of Minutes:*
 - (1) February 20, 2015 Special Meeting
 - (2) March 24, 2015 Special Meeting
 - (3) March 31, 2015 Special Meeting

QUASI-JUDICIAL MATTERS

Public comments are not taken on quasi-judicial matters, where the Council acts in the role of judges. The Council is legally required to decide the issue based solely upon information contained in the public record and obtained at special public hearings before the Council. The public record for quasi-judicial matters is developed from testimony at earlier public hearings held before a Hearing Examiner, the Houghton Community Council, or a city board or commission, as well as from written correspondence submitted within certain legal time frames. There are special guidelines for these public hearings and written submittals.

ORDINANCES are legislative acts or local laws. They are the most permanent and binding form of Council action, and may be changed or repealed only by a subsequent ordinance. Ordinances normally become effective five days after the ordinance is published in the City's official newspaper.

RESOLUTIONS are adopted to express the policy of the Council, or to direct certain types of administrative action. A resolution may be changed by adoption of a subsequent resolution.

PUBLIC HEARINGS are held to receive public comment on important matters before the Council. You are welcome to offer your comments after being recognized by the Mayor. After all persons have spoken, the hearing is closed to public comment and the Council proceeds with its deliberation and decision making.

(4) April 7, 2015

(5) April 13, 2015 Special Meeting

b. Audit of Accounts:

Payroll \$

Bills \$

c. General Correspondence

d. Claims

e. Award of Bids

(1) 2015 Street Preservation Program, Phase I Curb Ramp & Concrete Repairs Project, Trinity Contractors Inc., Marysville, Washington

f. Acceptance of Public Improvements and Establishing Lien Period

g. Approval of Agreements

h. Other Items of Business

(1) Resolution R-5122, Relating to the City's Public Art Policy.

(2) Resolution R-5123, Authorizing the City Manager to Execute a Deed of Right to Use Land for Public Outdoor Recreational Purposes for Portions of the Railbanked Rail Corridor Commonly Known as the Cross Kirkland Corridor.

(3) Procurement Report

9. PUBLIC HEARINGS

10. UNFINISHED BUSINESS

a. 2015 State Legislative Update #7

b. Approving Neighborhood Safety Program 2015 Projects

c. Cross Kirkland Corridor Update

d. Approving Cross Kirkland Corridor Art Integration Plan Funding

e. Resolution R-5124, Removing Juanita Beach Park From Consideration as a Potential Site for an Aquatics, Recreation and Community Center Facility and Authorizing the City Manager to Take Those Actions Necessary to Provide the City Council with the Option of Placing a Ballot Measure Before Kirkland Voters as Early as November 2015 for the Formation of a Metropolitan Park District Which, Among Its Statutory Powers, Would have the Authority to Provide Funding for the Development of a Kirkland Aquatics, Recreation, and Community Center Facility.

- f. Resolution R-5125, Approving the Addition of Section 5.02, "Council Communications with the Public," to the Kirkland City Council Policies and Procedures, and Readopting All of the Council Policies and Procedures.

NEW BUSINESS consists of items which have not previously been reviewed by the Council, and which may require discussion and policy direction from the Council.

11. *NEW BUSINESS*

12. *REPORTS*

a. *City Council Reports*

- (1) Finance and Administration Committee
- (2) Legislative Committee
- (3) Planning, and Economic Development Committee
- (4) Public Safety Committee
- (5) Public Works, Parks and Human Services Committee
- (6) Tourism Development Committee
- (7) Regional Issues

b. *City Manager Reports*

- (1) Public Safety Committee Outstanding Agenda Items
- (2) Calendar Update

13. *ITEMS FROM THE AUDIENCE*

14. *ADJOURNMENT*

ITEMS FROM THE AUDIENCE

Unless it is 10:00 p.m. or later, speakers may continue to address the Council during an additional Items from the Audience period; provided, that the total amount of time allotted for the additional Items from the Audience period shall not exceed 15 minutes. A speaker who addressed the Council during the earlier Items from the Audience period may speak again, and on the same subject, however, speakers who have not yet addressed the Council will be given priority. All other limitations as to time, number of speakers, quasi-judicial matters, and public hearings discussed above shall apply.



CITY OF KIRKLAND
Department of Public Works
123 Fifth Avenue, Kirkland, WA 98033 425.587.3800
www.kirklandwa.gov

MEMORANDUM

To: Kurt Triplett, City Manager

From: David Godfrey, P.E., Transportation Engineering Manager
Kathy Brown, Public Works Director

Date: April 9, 2015

Subject: Transportation Master Plan Update

RECOMMENDATION:

It is recommended that the City Council receive a briefing and give direction on the Transportation Master Plan (TMP). Specifically, staff is seeking comment on the 20 year transportation project list.

BACKGROUND DISCUSSION:

Introduction

This is another in a series of updates on the TMP. Council has previously reviewed goals and policies (2 separate briefings), introduction to the 20 year transportation project list (October 21, 2014), impact fees and a briefing on concurrency. The Goals and Policies portion of the TMP will constitute the Transportation Element of the Comprehensive Plan. These goals and policies are expanded and amplified with other material to make up the TMP.

A 20 year project list is a required element of the Transportation Element and of the Capital Facilities Element of the Comprehensive Plan. The intent of the Study Session will be for Council to react to a set of projects that is estimated, at a high level, to be funded within reasonably expected revenue. As described below, for some categories project detail is available, but in other areas, more detail is needed before a complete list of projects for the next 20 years can be finished. In these cases, a placeholder amount of funding shown as necessary to complete the 20 year list. The costs projected for many projects is at the planning level and should be considered an initial, rough order of magnitude estimate.

Because the 20 year Transportation Project List will be updated regularly, it should be viewed as a document that gives planning direction and that reflects the policy direction in the TMP rather than spelling out the specifics of each project to be completed between now and 2035. Revisiting the 20 year transportation project list when the Capital Improvement Program is updated would be a logical course of action. The 6-year Capital Improvement Program is the document that draws on the 20 year transportation project list to develop a set of specific projects that can be programmed with immediately available revenue.

At the February 17, 2015 Council meeting, staff updated the Council on a proposed new approach to Concurrency. Additionally, several Councilmembers received individual briefings to provide staff an opportunity to answer specific, detailed questions and to better explain the proposed Concurrency concept. One of the foundations of the Concurrency program is that it monitors the rate at which completion of a network of transportation projects is completed relative to the rate at which new development occurs. Concurrency is achieved if these two rates are approximately equal. Therefore, it is important that the network of transportation projects contain the right mix of projects across and within modes.

Assembling the 20 year Transportation Project List

Because one of goals of the TMP is to be financially sustainable, a reasonable funding assumption is the first step in preparing the 20 year Transportation Project List. This is in contrast to, for example, determining a set of projects that is desired and determining the funding that is required to complete this list. Although funding does not have to be identified for each project on the 20 year list, it is required that, as a whole, funding for the projects can be reasonably expected to be available over the life of the plan.

Based on past data, funding over the next 20 years is expected to be a total of approximately \$250 million for capital needs (Table 1). The appropriate allocation of this \$250 million across project categories is the essence of creating the 20 year project list.

Table 1 Sources of Capital project funding

Capital project funding	
Source	Annual Amount (million)
Gas tax	\$ 0.56
Business License fees	\$ 0.27
Real estate excise tax	\$ 1.42
Street levy	\$ 2.60
Solid waste fund	\$ 0.30
Surface water fund	\$ 0.50
Impact fees	\$ 2.00
Grants	\$ 3.50
Developer Fees	\$ 1.25
Other	\$ 0.25
TOTAL	\$12.65
	<i>Rounded down to \$12.50 million per year or \$250 million over 20 years.</i>

Once overall funding levels were established, staff's approach for preparing the 20 year project list was as follows:

1. Adjust the first 6 years to reflect revenue projections for the current biennial budget. Although \$250 million is a reasonable estimate over the next 20 years, actual revenues will not be spread evenly from year to year. For example, the estimated funding level for the 2016 Transportation CIP is on the order of 7.3 million, not including grants.
2. By policy, recognize a 20 year street maintenance budget of approximately \$85 million of street levy and other committed funds.
3. Following the Goals and Policies in the TMP, establish project categories within each main area of the Plan (Safety, Maintenance, Walk, Bike, Transit, Auto) (see Table 2).
4. For each project category, develop a recommended set of funded projects. For most project categories, this is based on a combination of a) projects that will meet the goals and policies in the draft plan selected from a variety of sources, b) fiscal balance across project types c) projects that have been previously considered and d) staff's judgment of a sensible level of completeness for a project category. Sometimes it represents a placeholder amount awaiting another level of analysis.

It is expected that the 20 year Transportation Project List will serve a main source of future transportation Capital Improvement Program projects and individual projects will be prioritized within groups based on the prioritization criteria in the Goals and Policies of the TMP. As mentioned above, the 20 year Project List should be updated at least every two years in coordination with the Capital Improvement Program process. Revenue assumptions and level of funding will be adjusted with each biennial budget.

Using the method described above, an initial allocation of funding has been made as summarized in Table 2.

Explanation of Table 2

Table 2 contains eight columns as follows:

1. *Mode*: This is the general category of project. In addition to Walk, Bike, Transit and Auto, Safety and Maintenance are included as modes for simplicity. The Safety and Maintenance areas actually have projects in several modes.
2. *Category*: Categories divide the Modes into project areas, like school walk routes vs. projects that support sidewalks in 10 minute neighborhoods. This column includes Map reference number.
3. *Basis for 20 year funding*: This describes how the funding amount was set for the 20 year Transportation Project list in a particular category.
4. *20 Yr. funding*: This a planning level estimate of the amount needed to fund the basis for the 20 year list in millions of dollars.
5. *Early Priorities*: As the title suggests, this is staff's recommendation for the first projects that should be funded in the CIP from this category. Projects that meet multiple policy objectives and grant funded projects were ranked as high priority and should be reflected in the current CIP process.
6. *Key Unfunded Elements*: Projects that are not included in the *Basis for 20 year funding* column are described here. Not all categories have an entry in this column.
7. *Unfunded Costs*: Funding necessary for the key unfunded elements

8. *Transportation Master Plan Policy Support:* Policies from the Master Plan that support the mode and category.

Remarks on the 20 year project list shown in Table 2

- The Transportation Commission has reviewed and commented on the draft 20 year list at both their regular September meeting and a Special meeting on October 3, 2014. The Commission has been using the 20 year list as a basis for developing a recommendation for the 2015-2020 Capital Improvement Program. The Commission has also reviewed and commented on this memo.
- If new funding were available, the Transportation Commission's highest priorities would be for increased funding for the Cross Kirkland Corridor.
- A Transportation Benefit District is an example of a potential new funding source; a \$20 car tab is expected to generate approximately \$2 million per year.
- At this point, the project costs are at a planning level of accuracy. In some cases, the magnitude of the complete or 20 year project need is not known and placeholder amounts are shown. Often a study is called for that will provide guidance for more detailed project analysis.

Table 2a. 20 Year Transportation Project List

MODE	CATEGORY	BASIS FOR 20yr FUNDING	20 YR FUNDING (million)	EARLY PRIORITIES	KEY UNFUNDED ELEMENTS	UNFUNDED COST	TRANSPORTATION MASTER PLAN POLICY SUPPORT
Safety	Vision Zero Safety	Opportunity fund for projects that result from Vision Zero process.	\$ 1.0	Develop a vision zero program.	Unsure until Vision zero gets started.		Develop a vision zero safety plan that is multi-disciplinary and focuses on innovative approaches to safety.
	New signals, driveway management, flashing yellow arrow <i>MAP 1.</i>	Opportunity fund. Estimate of need.	\$ 3.0	Flashing yellow candidate intersections	May need more or different new signal locations, driveway mitigation areas etc.	New signals at around \$.75 m each.	Reduce crash rates for motor vehicles, mitigate impacts of motor vehicles on neighborhood streets.
	Neighborhood Traffic Control Program.	Opportunity fund. Same funding level as when program was previously funded.	\$ 1.0	Previously identified locations; Slater Ave.	This level of funding should be adequate to meet the currently anticipated need.		
Maintenance	Pavement <i>MAP 2.</i>	Pavement Condition Index, meeting 20 year targets of 70 for arterials and collectors and 74 for other streets.	\$ 85.0	Based on existing condition.	Should be adequate to achieve PCI target.		Previous policy decision.
	Signals <i>MAP 3.</i>	Basic replacement schedule.	\$ 7.5	Oldest signals/equipment.	Some items will be obsolete before they are replaced.	\$13.5	Place high priority on maintenance, Use ITS.
	Markings	Estimate of need.	\$ 12.0	Annual inspection.	Funding level should be adequate; reevaluate in the future.		Place high priority on maintenance, increase safety, improve facilities, and build networks for bikes.
	Sidewalk <i>Completeness: MAP 4.</i>	Opportunity fund. Same funding level as past years.	\$ 4.0	Base on inventory of sidewalk conditions. Expected to be completed in 2015.	Reassess after inventory is completed.		Place high priority on maintenance, Remove barriers to walking improve safety of walking, integrate transit with ped/bike networks.

Table 2b. 20 Year Transportation Project List

MODE	CATEGORY	BASIS FOR 20yr FUNDING	20 YR FUNDING (million)	EARLY PRIORITIES	KEY UNFUNDED ELEMENTS	UNFUNDED COST (million)	TRANSPORTATION MASTER PLAN POLICY SUPPORT
Walk	School Walk Routes <i>MAP 5.</i>	Complete sidewalk on one side of arterials and collectors.	\$ 4.5	Places where these 3 categories overlap. Also Revised Active Transportation Plan.	Local streets.		Walking: remove barriers, increase safety, improve walk to school. Improve pedestrian connections to transit Improve walkable neighborhoods, connect to commercial areas. Promote energy efficient modes, reduce pollution, and provide mobility for all users.
	10 min Neighborhoods <i>MAP 6a and 6b.</i>	Top 2 groups on arterials and collectors.	\$ 6.0		Other categories of 10 minute walkability, other street classifications.	\$9	
	Arterials and Collectors <i>MAP 7.</i>	Missing sidewalks on Principal arterials.	\$ 3.0		Complete sidewalk on other streets.	Has not been estimated.	
	New crosswalks, poor lighting, fewer improvements, at signals <i>MAP 8.</i>	Improving lighting at candidate locations on all streets, locations with few improvements on arterials, new crosswalks, improvements at signals.	\$ 9.5	Groups of crosswalks on arterials, NE 124/113 NE signal.	Crosswalks on local streets.	Has not been estimated.	All policies for sidewalks (above) plus, improve crossings for pedestrians
	CKC <i>MAP 9.</i>	Opportunity fund. Some design and some construction of the CKC to master plan vision and completion of some connections to the corridor.	\$ 15.0	Design of NE 124 th /124 th NE bridge, South Kirkland Park and ride to 6 th Section. Connections to Park Place, Forbes Creek drive.	Complete design and construction of corridor and connections.	Design and construction of complete corridor is estimated at \$70 to \$80 m. Full connection costs have not been estimated.	Develop CKC for walking and biking, integrate ped and bike networks with transit, promote energy efficient modes, reduce pollution, implement transit on CKC, Provide mobility for all users.
	Other trails <i>Examples on Finn Hill MAP 10.</i>	Opportunity Fund. Need plan from revised Active Transportation Plan.	\$ 2.0	Connections between Finn Hill and Juanita Beach area.	Reassess after Plan is completed.		
	Accessibility	Opportunity fund, placeholder funding amount.	\$ 7.0	Complete ADA Transition plan.	Reassess after Plan is completed.		Remove barriers to walking, provide mobility for all users, minimize impacts to special need populations.

Table 2c. 20 Year Transportation Project List

MODE	CATEGORY	BASIS FOR 20yr FUNDING	20 YR FUNDING (million)	EARLY PRIORITIES	KEY UNFUNDED ELEMENTS	UNFUNDED COST (million)	TRANSPORTATION MASTER PLAN POLICY SUPPORT
Bike	On-Street / Protected <i>MAP 11.</i>	Juanita Drive, Protected lane placeholder, other restriping.	\$ 18.0	Juanita Drive and Lakefront grants.	Need to define after revised Active Transportation Plan.		Improve safety, create and improve on-street bikeways, bicycle connections to transit, connect to commercial areas.
	Greenways <i>MAP 11</i>	Complete network.	\$ 6.0	NE 75 th /Kirkland Way, NE 140 th , NE 100 th 128 th Ave	Bridges over I-405 at NE 90 th and NE 140 th Streets. Redefine after revised Active Transportation Plan.	\$9	Improve safety, build a network of greenways, bicycle connections to transit, connect to commercial areas.
Transit	Speed and Reliability <i>MAP 12.</i>	Placeholder -need transit plan.	\$ 6.5	Complete transit plan.	Transit on CKC.	Has not been estimated.	Create environment to support transit service, partner to provide transit projects in exchange for service.
	Passenger environment <i>MAP 13.</i>	Improvements at 30 high ridership stops -need transit plan.	\$ 4.0	Complete transit plan.	Kingsgate P&R TOD.	\$30 (place holder estimate)	Support safe and comfortable passenger facilities.
Auto	Efficiency <i>MAP 14</i>	Placeholder amounts for connecting additional signals, updating control methods, better traveler information.	\$ 5.5	Complete existing ITS projects, Revise ITS plan.	Need to define after revised ITS Plan.		Use ITS to support optimization of roadway networks.
	Respond to Support Development <i>MAP 15.</i>	Opportunity fund for downtown, Totem Lake and parking.	\$ 13.0	Totem Lake Mall improvements (funded separately) downtown parking solutions.	Connections in Totem Lake have not been estimated.		Make investments in capacity to support proposed land use, support economic development goals, tailor improvements to commercial land use districts.
	Other Auto projects <i>MAP 16.</i>	NE 132nd, Juanita Drive, 100th Avenue, interchange development funds.	\$ 35.0	100 th Avenue design and construction.	Many other projects are on the current unfunded CIP list.		Make strategic investments in intersection and street capacity, Work with WSDOT on interchange improvements.

A series of reference maps linked to Table 3 begins on Page 9. The maps are intended to help give geographic context to the projects in Table 3 by showing a variety of: existing conditions, 20 year projects and in some cases, unfunded projects. Text boxes with each map give information about what is funded in the 20 year Transportation Project list. Maps 17 (current) and 18 (2035) show expected levels of auto delay on corridors using a weighted averaged of signalized intersection delay.

Non Capital Projects that support the TMP

Note that, in order to support the goals and policies of the TMP, several non-capital funding categories as shown below. In order to pay for these non-capital projects, other sources of funding would need to be identified.

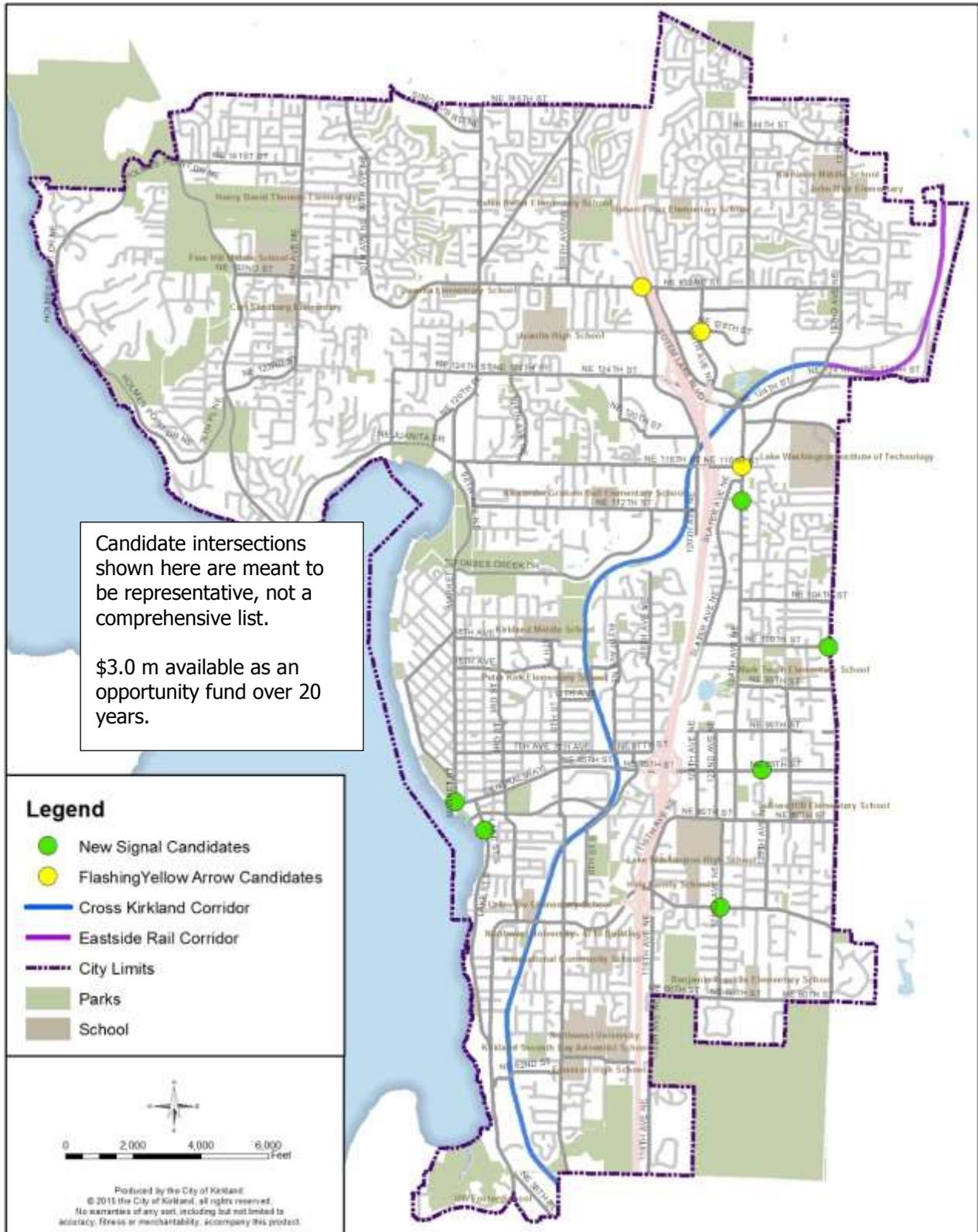
- Support for walking (\$1.3m)
 - Wayfinding
 - Maps
 - Promotion/education
- Support for biking (\$1.6m)
 - Similar to walking (wayfinding, maps, promotion/education)
 - Includes bike parking
- Transit
 - Service (\$10 m)
 - Support for transit
 - Transportation Demand Management } \$1.3 m

Conclusions

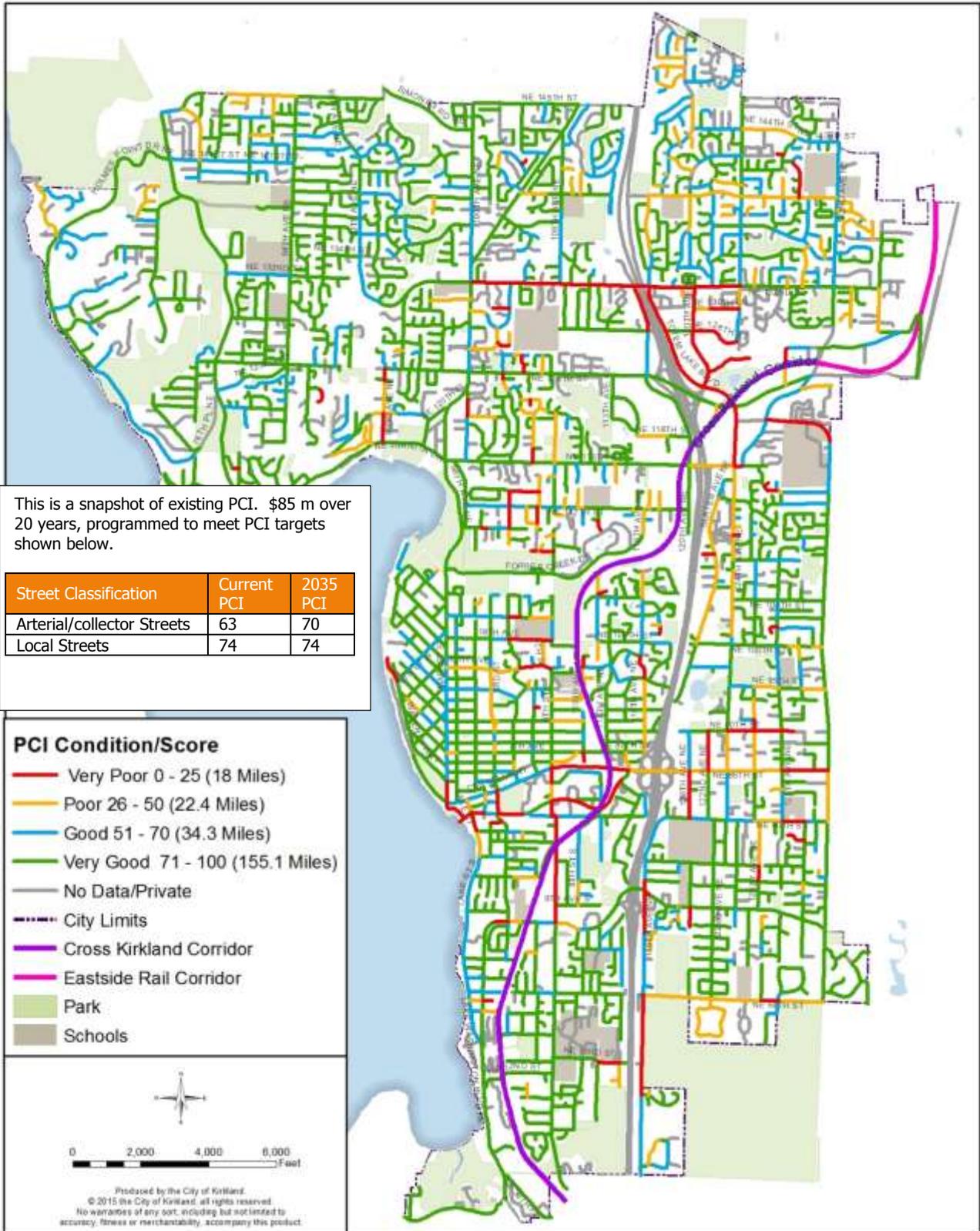
Council's comments on the 20 year Transportation Project list would be very helpful in determining the right mix of projects with which to move forward. Some potential questions/discussion points are presented below:

- Is the balance appropriate across project modes?
- Are there project categories that should be added or modified?
- Does the proposed project list adequately reflect the goals and policies? If not, what changes should be made?
- Are there tradeoffs between funded and unfunded elements that should be made?
- Is additional funding needed?

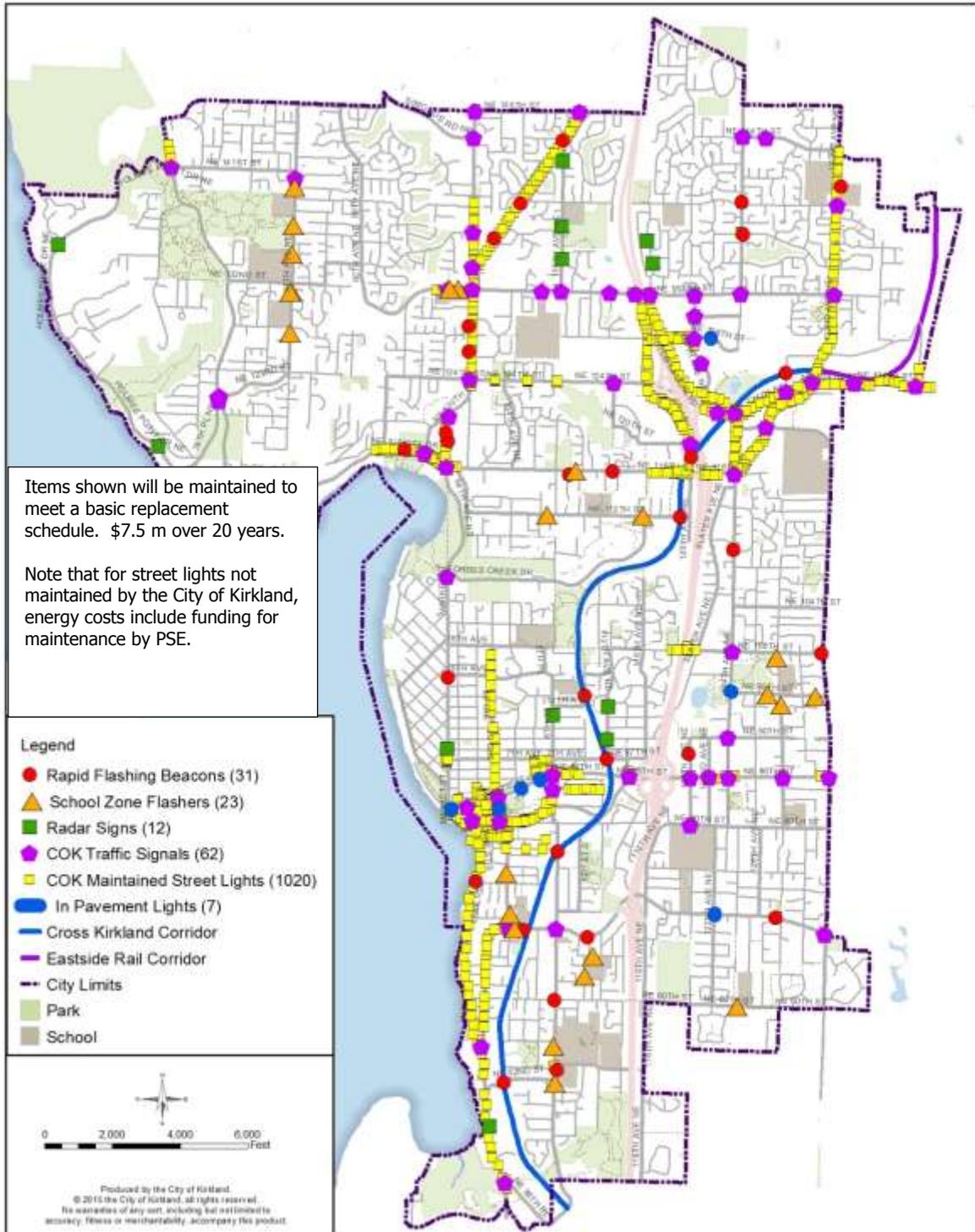
During April, the TMP will be reviewed by the Planning Commission and the Houghton Community Council. Outreach on the next draft of the TMP is planned for May and another Study Session with Council is planned for June 16 to review a final draft of the completed Plan. Adoption of the Plan will likely take place at the same time that the Comprehensive Plan is adopted. The Transportation Commission will continue to shepherd the development of the Plan.



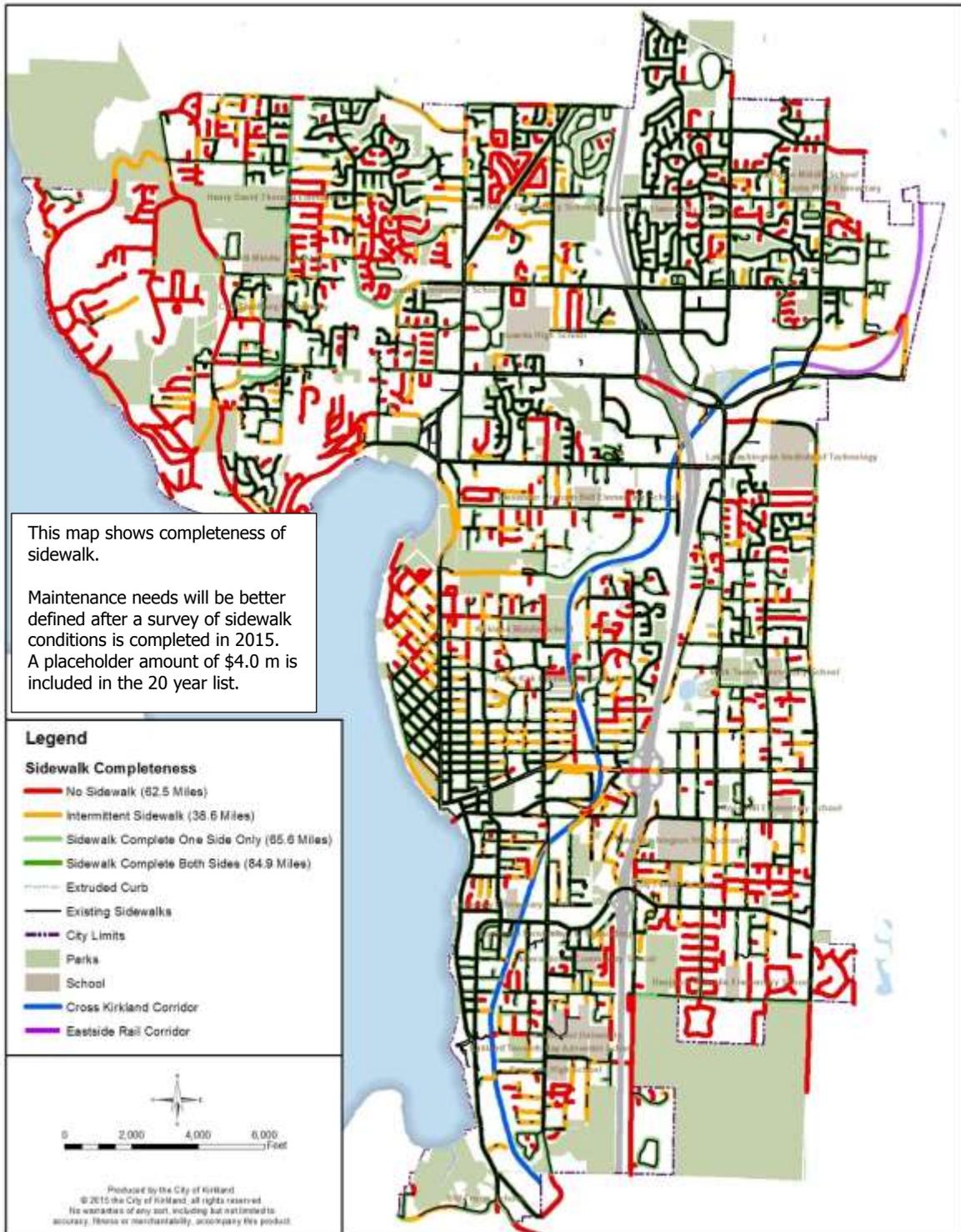
Map 1: New Signal and Flashing Yellow Arrow Candidate Intersections



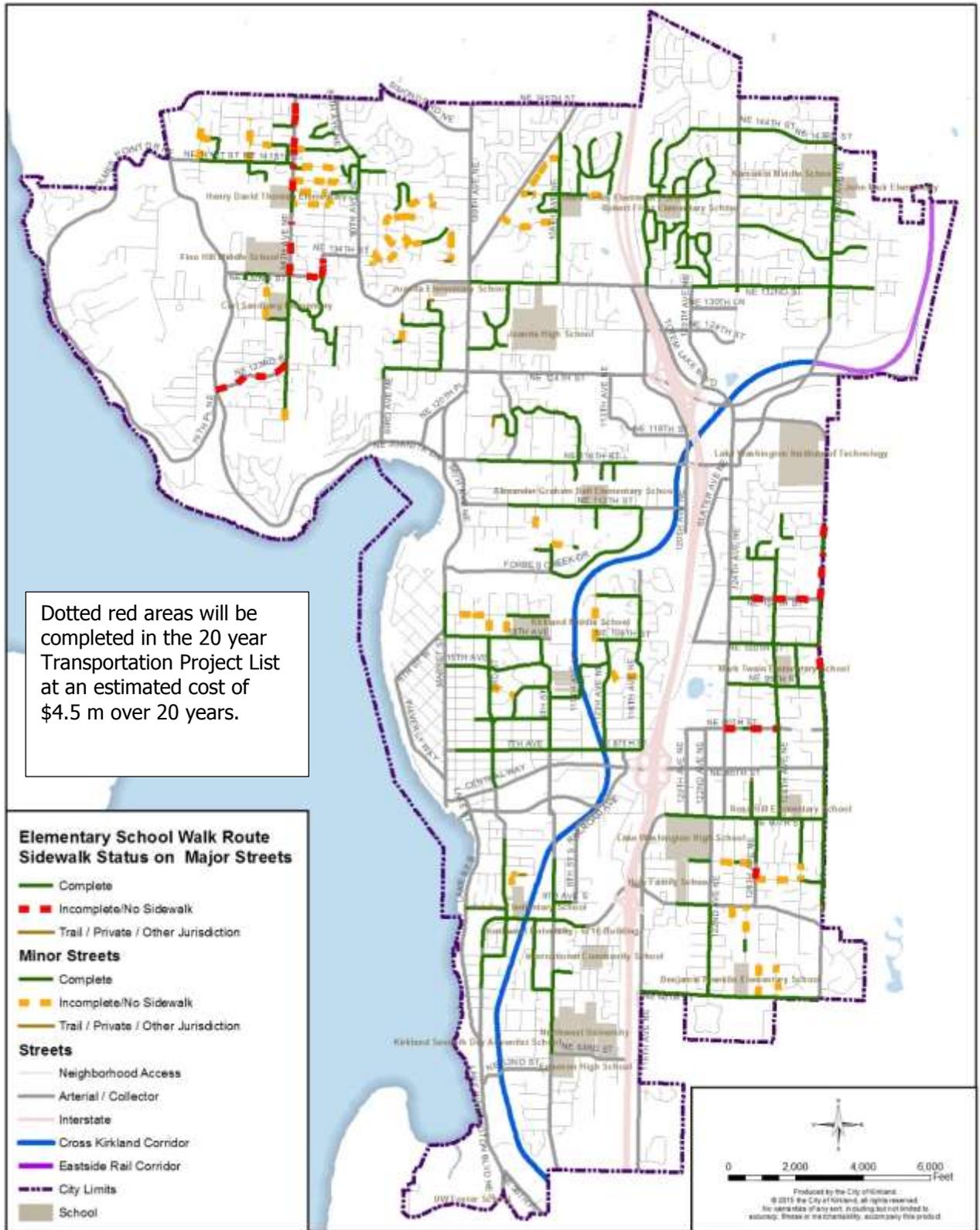
Map 2: 2014 Pavement Condition



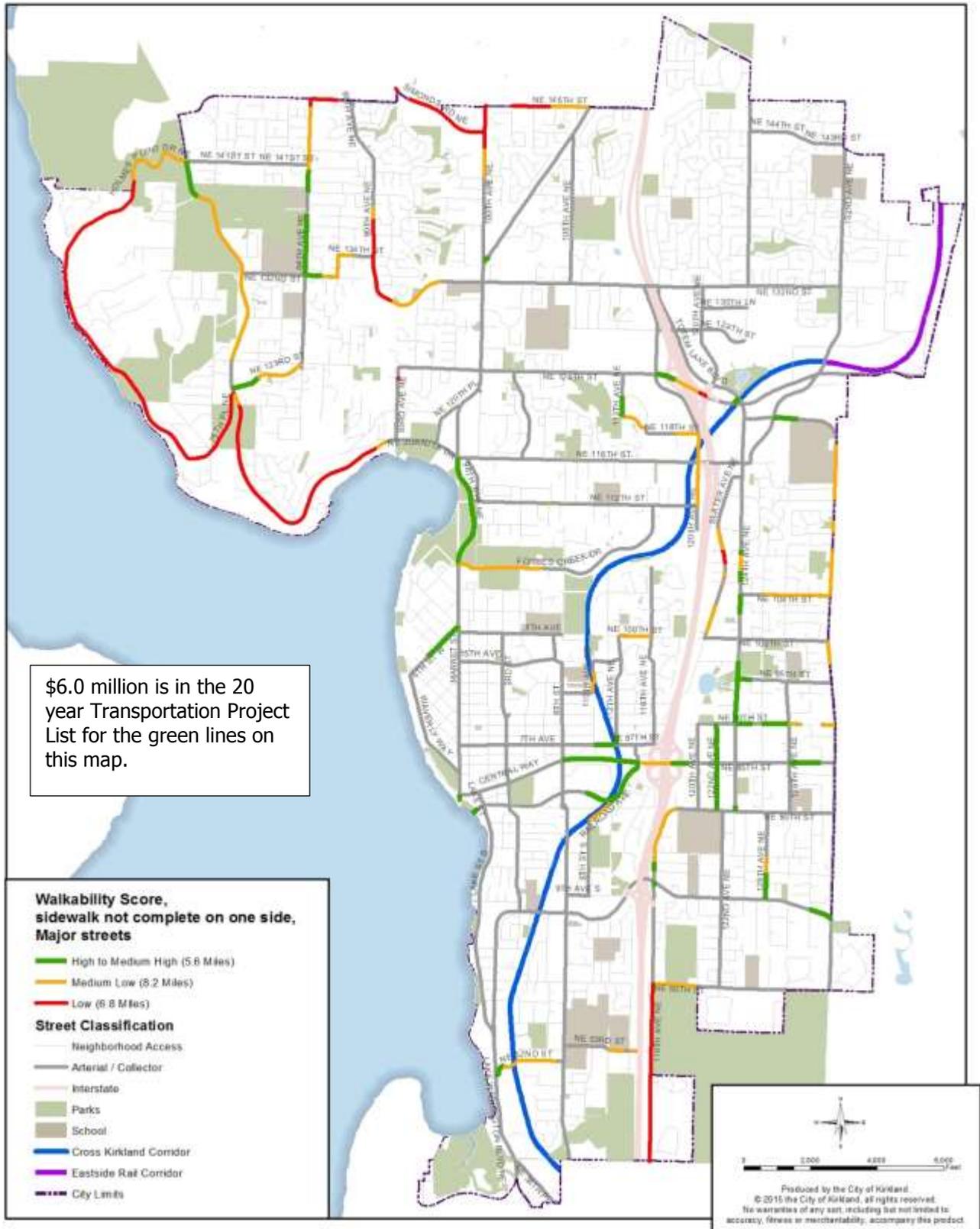
Map 3: Signals, Lighting and Other Devices Maintained by the City of Kirkland



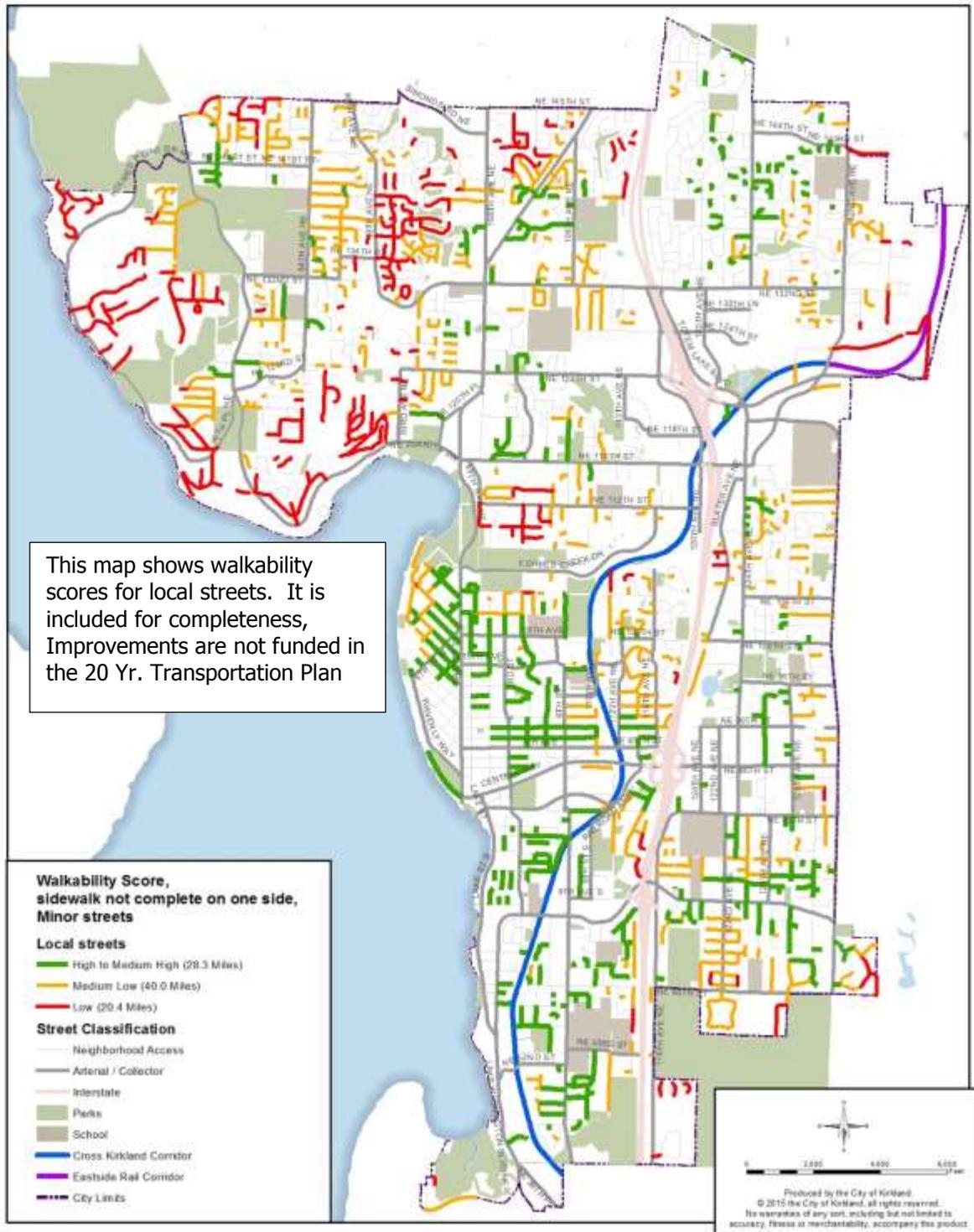
Map 4: Sidewalk Completeness



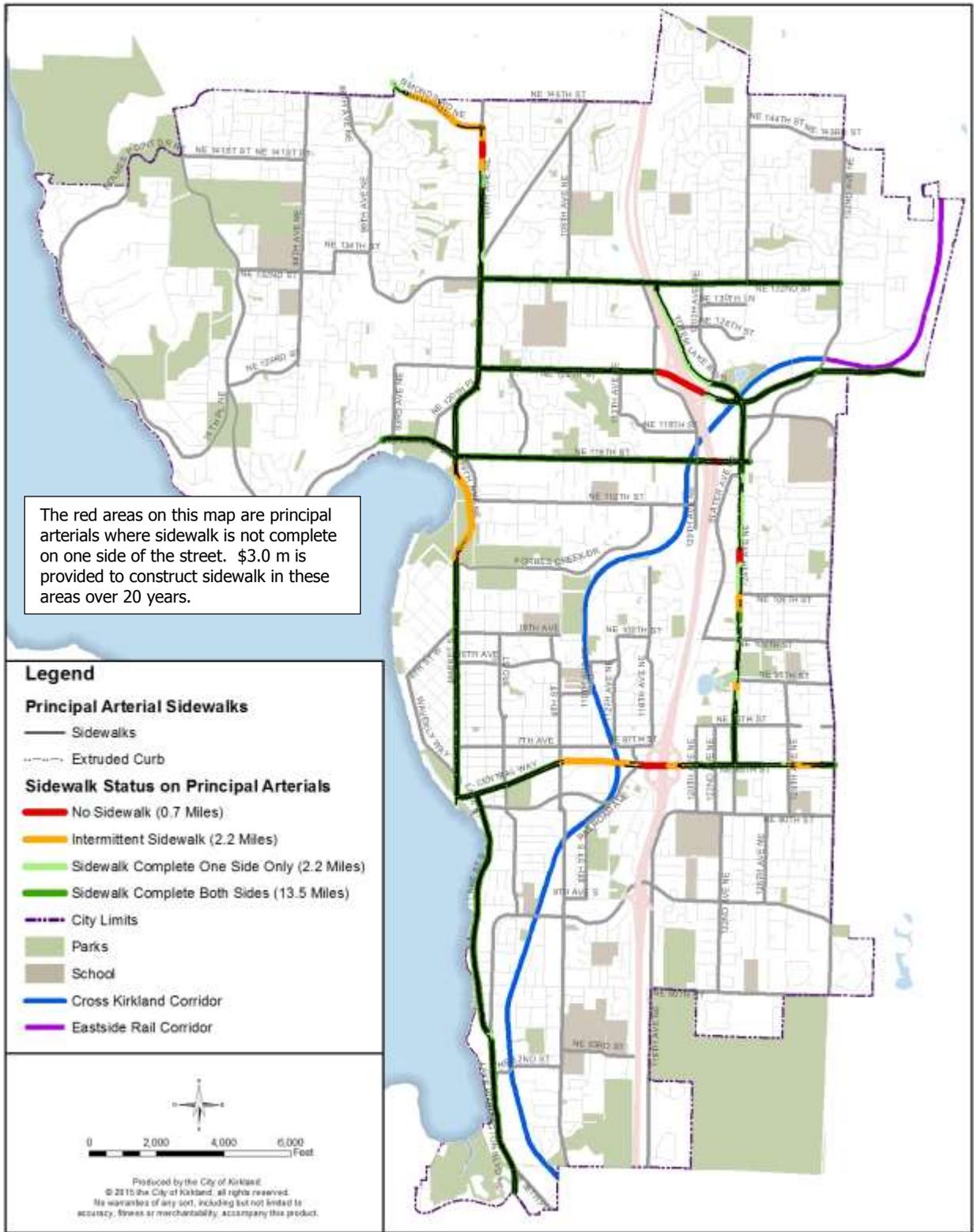
Map 5: School Walk Routes



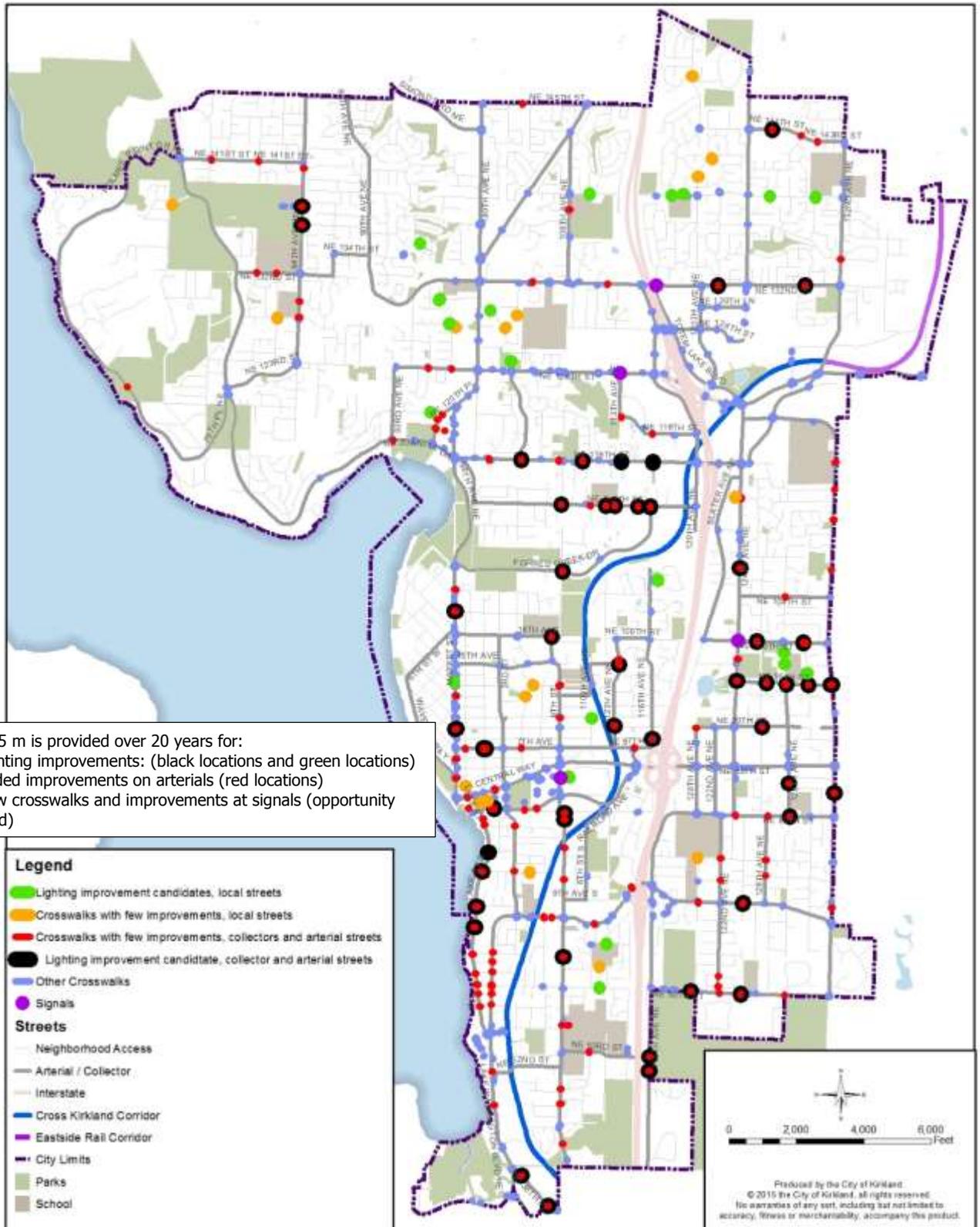
Map 6a: 10 min. Neighborhood Score (Walkability) and Sidewalk Completeness Major Streets



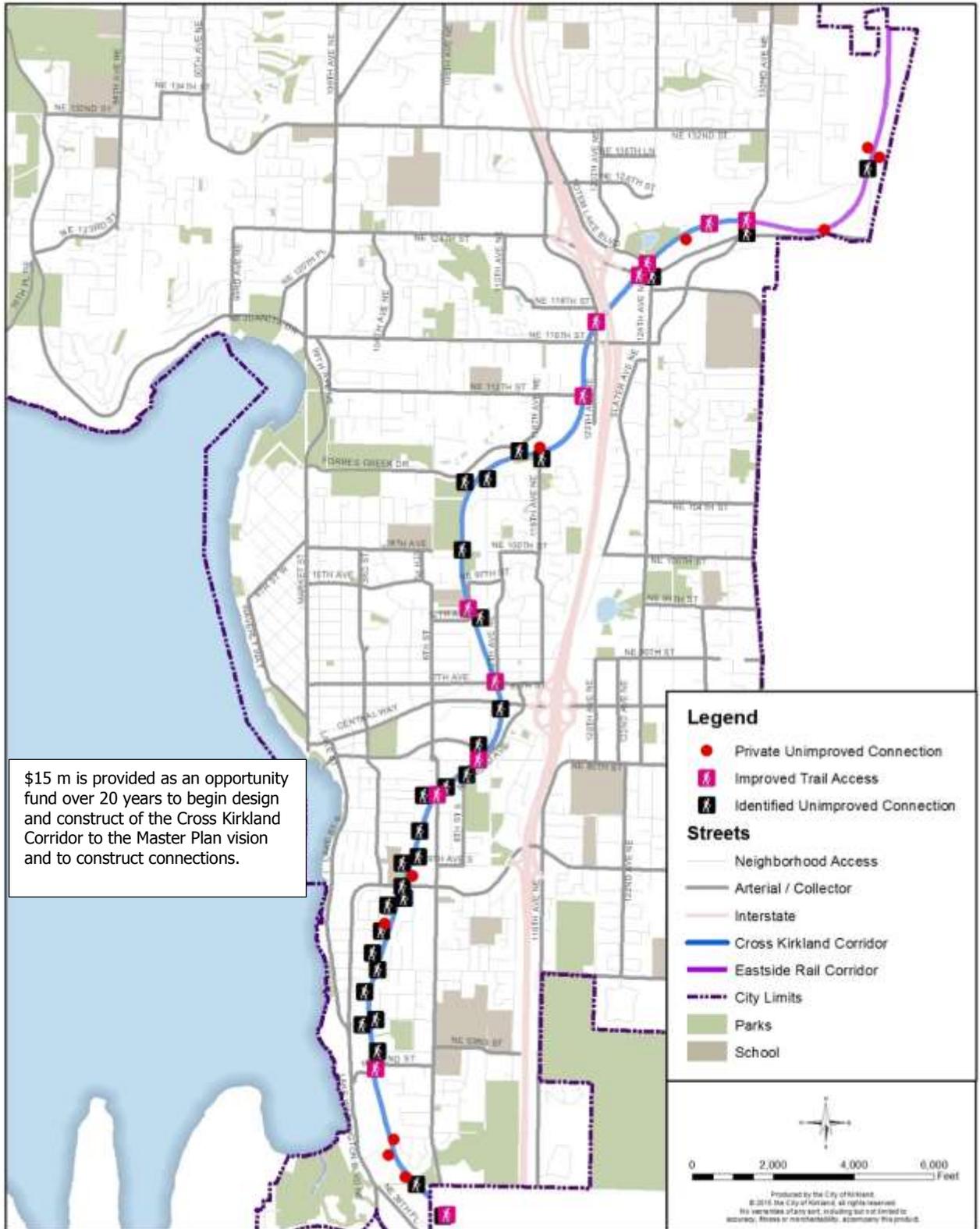
Map 6b: 10 min. Neighborhood Score (Walkability) and Sidewalk Completeness Minor Streets



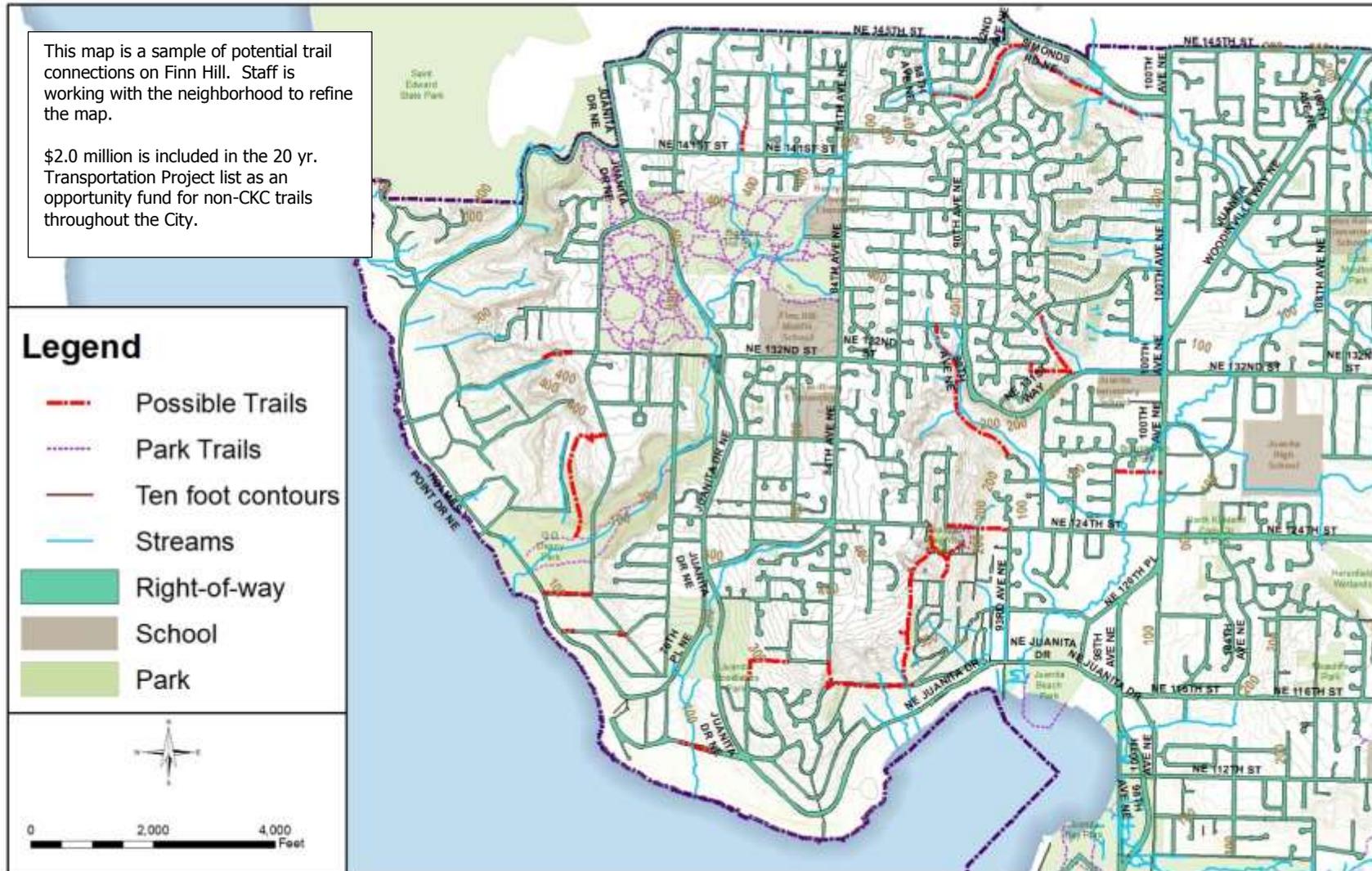
Map 7: Sidewalk Completeness on Arterial Streets



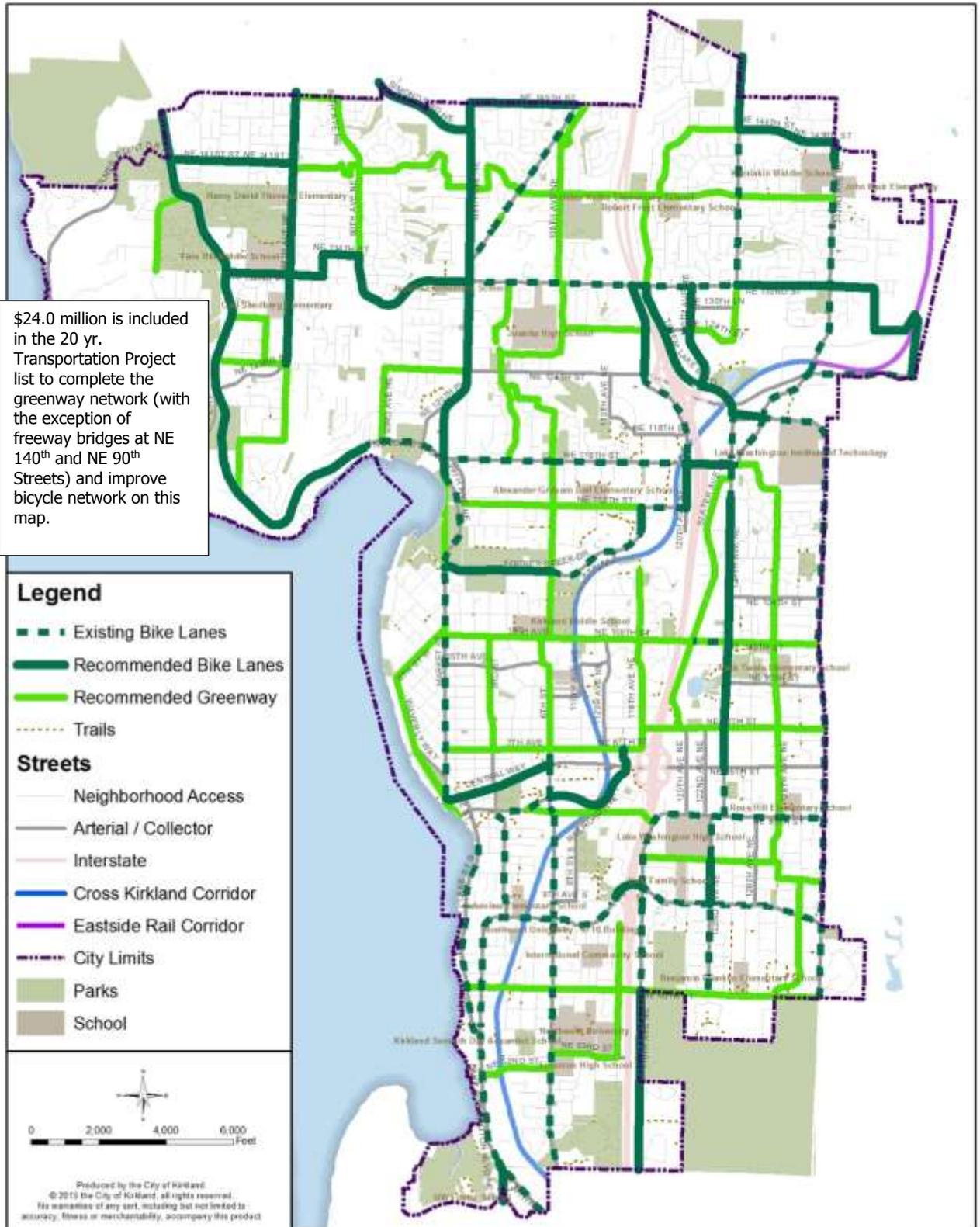
Map 8: Crosswalk Improvement Candidates



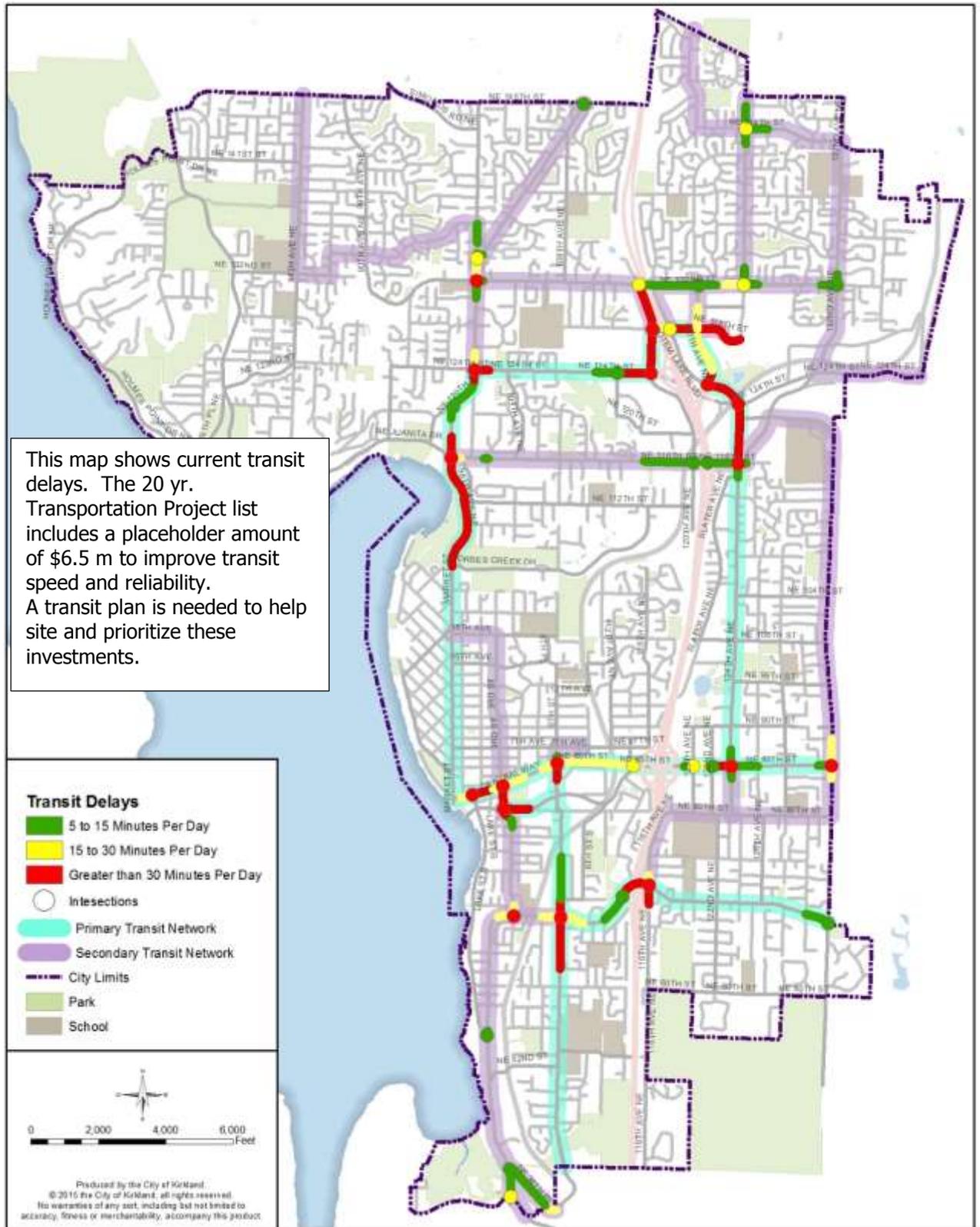
Map 9: Cross Kirkland Corridor & Connections



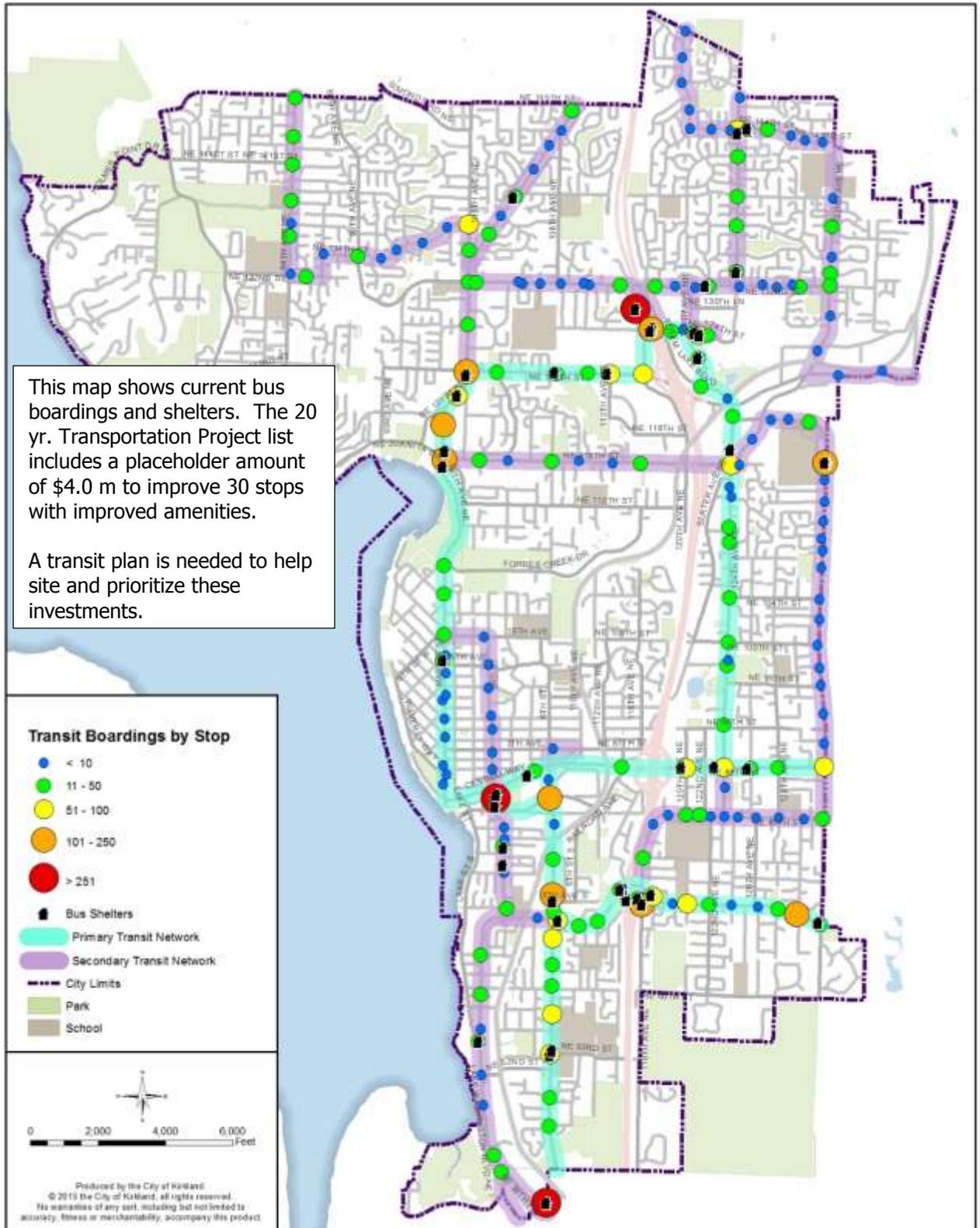
Map 10: Example Future Trail Connections in the Finn Hill Neighborhood



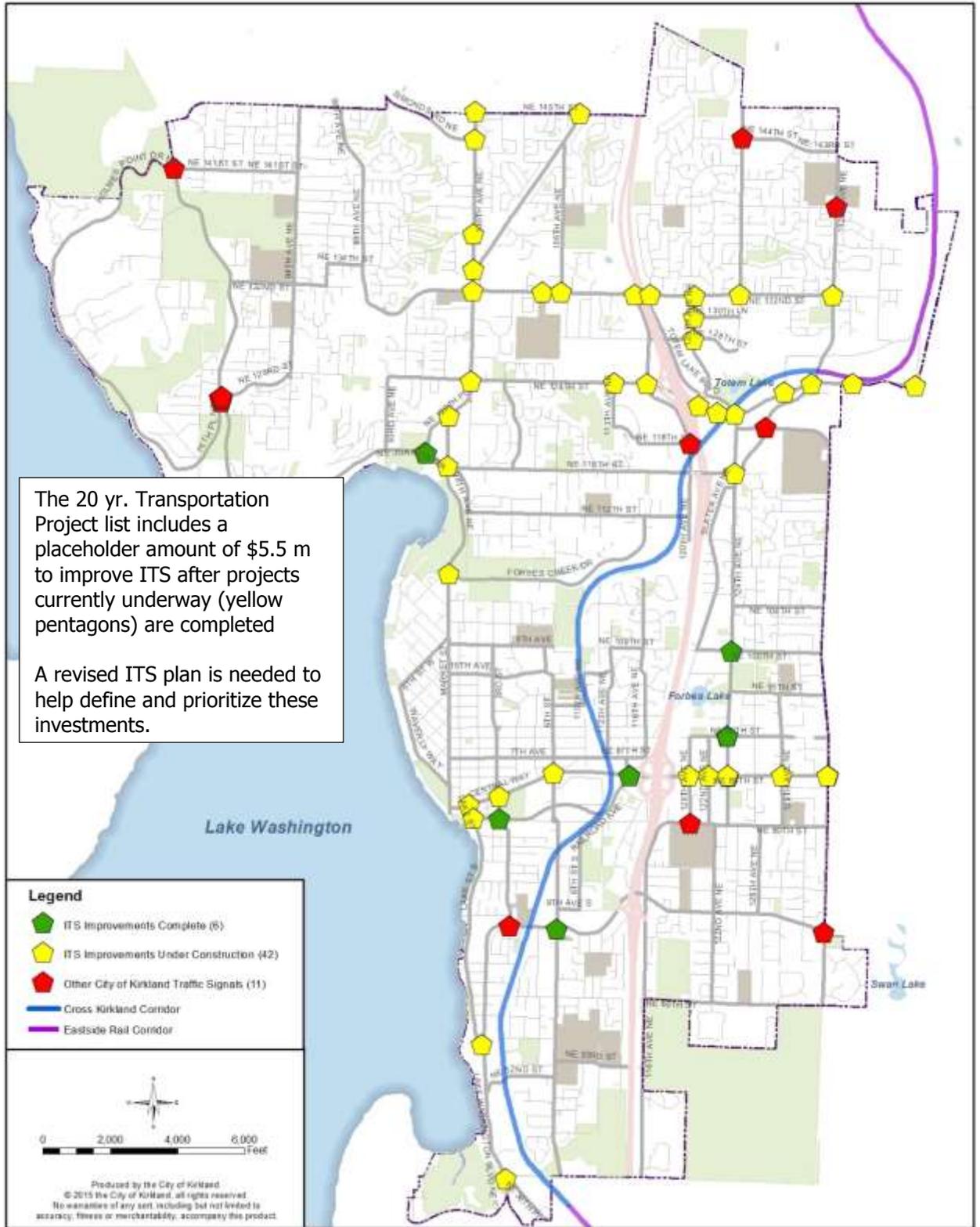
Map 11: Bicycle Network



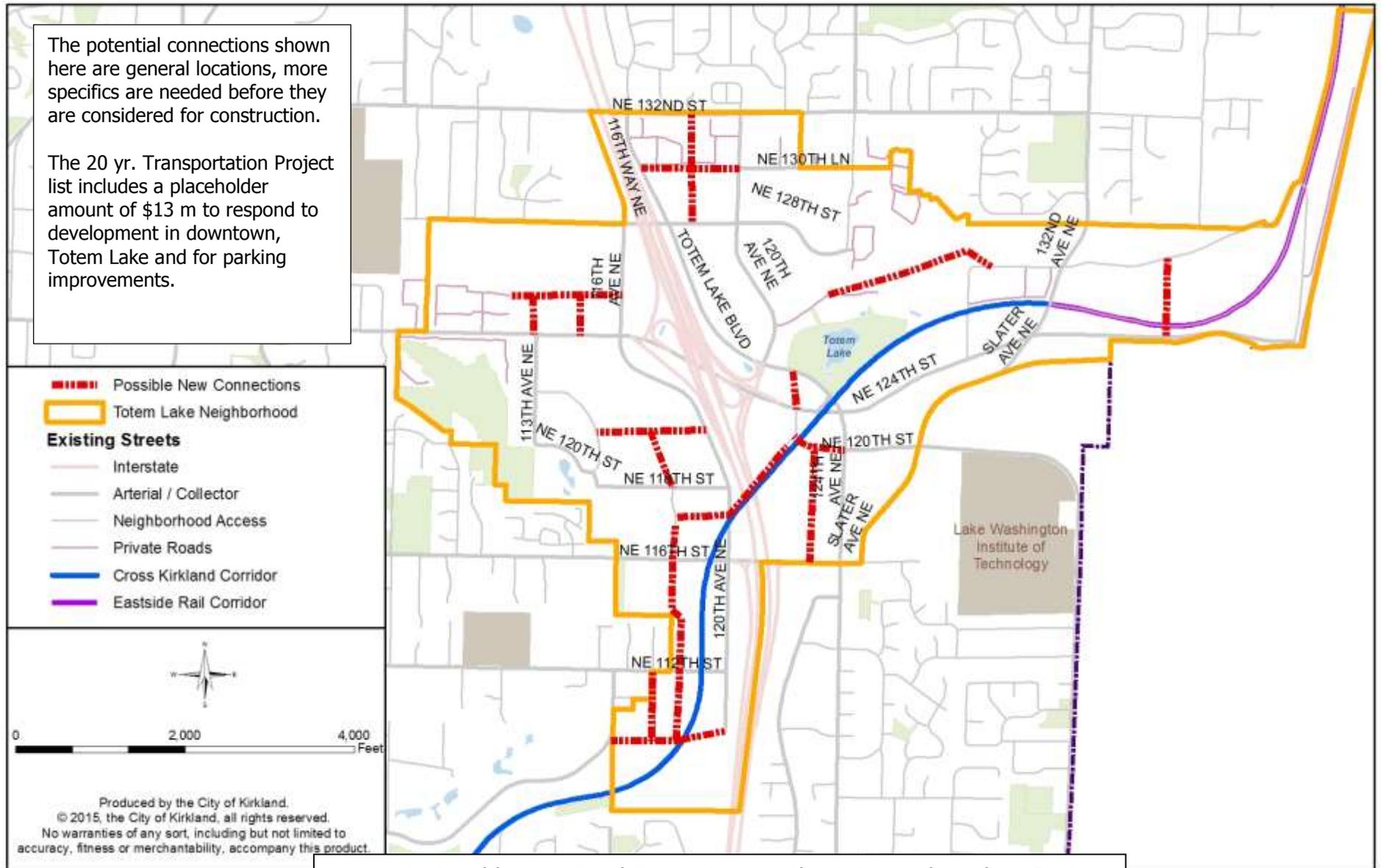
Map 12: Transit Delay



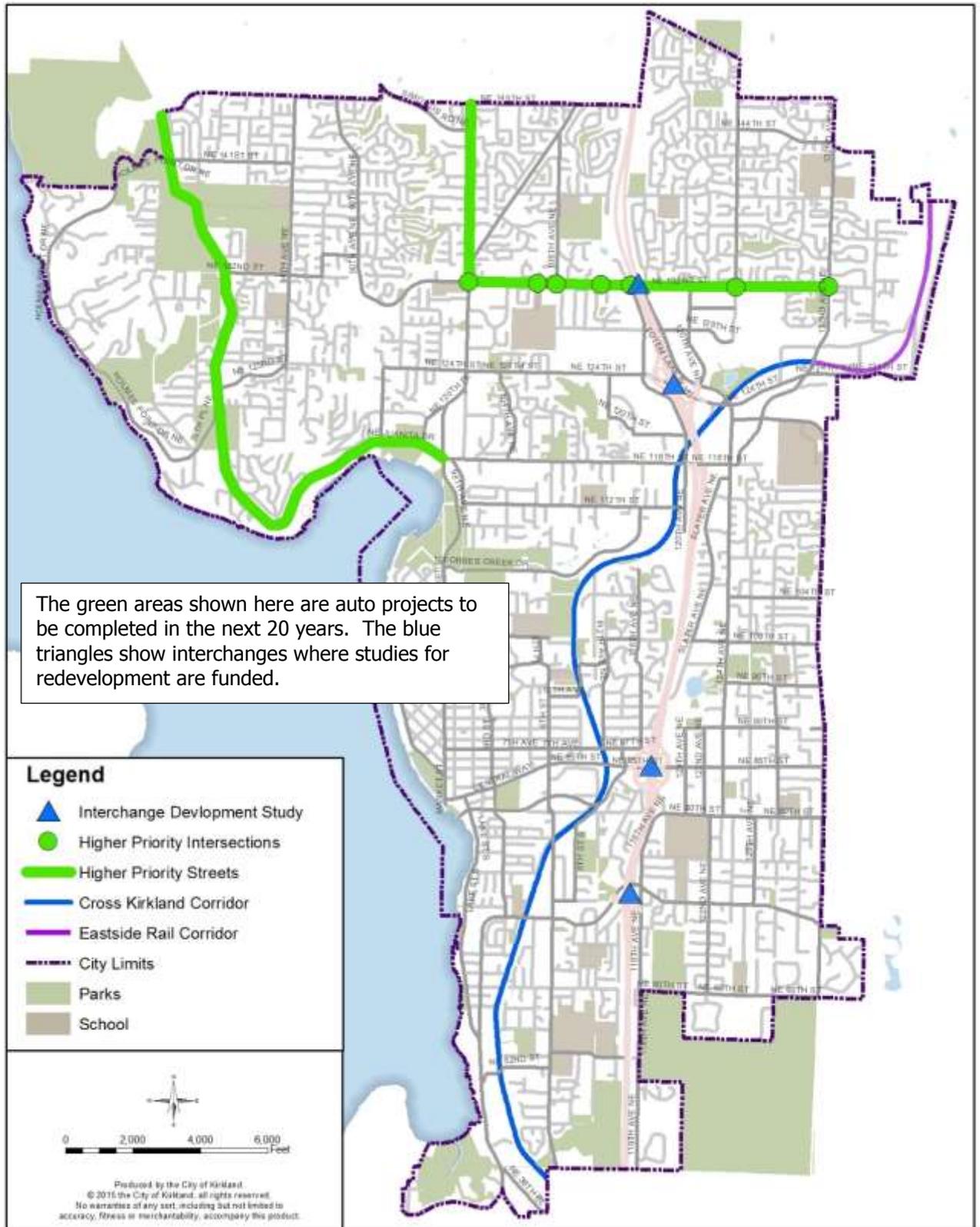
Map 13: Transit Passenger Environment and Boardings



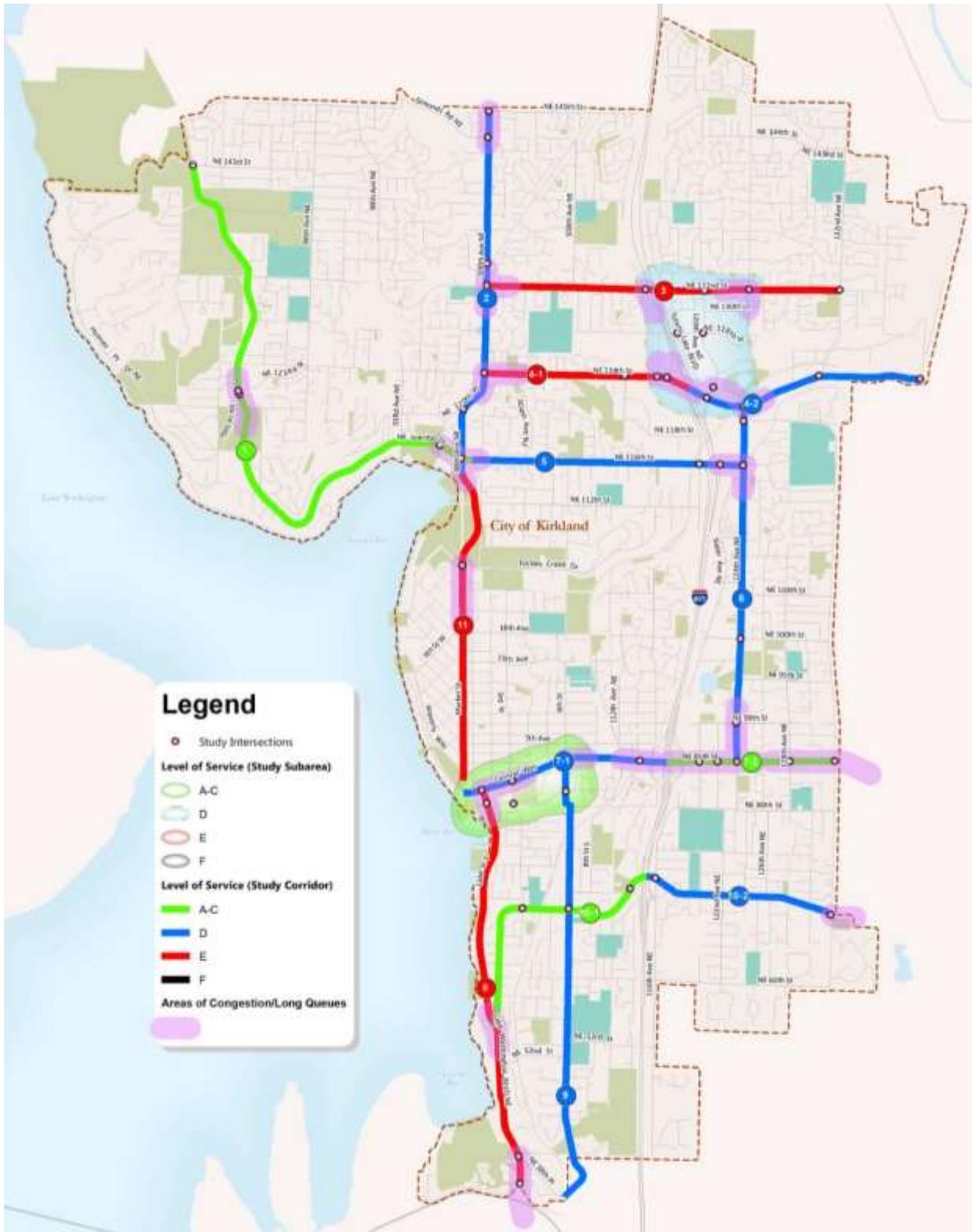
Map 14: Intelligent Transportation System Development



Map 15: Possible New Road Connections in the Totem Lake Urban Center



Map 16: Auto Projects



MAP 17: Auto delay based on volume weighted performance of traffic signals. Estimated based on **Current** Conditions



City of Kirkland
Alternative 1 - Centers 2035 Weighted Average LOS by Corridor and Subarea
(Updated February 14, 2015)



MAP 18: Auto delay based on volume weighted performance of traffic signals. Estimated based on **2035** Land Use and Transportation Network.



KIRKLAND CITY COUNCIL RETREAT/SPECIAL MEETING MINUTES
February 20, 2015

1. Call to Order

Mayor Walen called the meeting to order at 9 a.m.

2. Roll Call

Members Present: Councilmember Jay Arnold, Councilmember Dave Asher,
Councilmember Shelley Kloba, Councilmember Doreen Marchione,
Councilmember Toby Nixon, Deputy Mayor Penny Sweet, and Mayor
Amy Walen.

Members Absent: None.

3. Agenda Overview

4. 2015-2016 City Work Plan

City Manager Kurt Triplett presented the work plan for Council discussion and feedback.

5. Break

6. Council Policies and Procedures

Deputy City Manager Marilynne Beard reviewed the draft Council communications
and committees topics for Council discussion and feedback.

7. Lunch

8. Potential Ballot Measures

Attorney Alice Ostdiek provided an overview of ballot measure considerations and
responded to Council questions.

9. Break

10. City Council Topics of Interest

Due to time considerations, this item was not addressed.

11. Adjournment

The Kirkland City Council Retreat/Special Meeting was adjourned at 4:15 p.m.

City Clerk

Mayor

KIRKLAND CITY COUNCIL SPECIAL MEETING

Minutes

March 24, 2015

1. CALL TO ORDER

Mayor Walen called the Special Meeting of the Kirkland City Council to order at 6 p.m.

2. ROLL CALL

Members Present: Mayor Amy Walen, Deputy Mayor Penny Sweet, and Councilmembers Jay Arnold, Dave Asher, Shelley Kloba, Doreen Marchione and Toby Nixon.

3. DESIGN REVIEW BOARD INTERVIEWS

- a. Carolyn Adams
- b. Brad Brown
- c. John Solaro
- d. Dustin Thorlakson

4. CULTURAL ARTS COMMISSION

- a. Gaerda Zeiler
- b. Marianna Hanefeld
- c. Linda Paros
- d. Emily Gjertsson (youth)

5. LIBRARY BOARD INTERVIEWS

- a. Dori Butler
- b. Deepa Narayanan
- c. Lilian Gjertsson (youth)

6. PARK BOARD

- a. Jason Chinchilla
- b. Kelli Curtis
- c. Mary Rumpf
- d. Lilian Gjertsson (youth)
- e. Jim Popolow (youth)

7. PLANNING COMMISSION INTERVIEWS

- a. Glen Buhlmann
- b. Glenn Peterson

8. SALARY COMMISSION INTERVIEWS

- a. Santos Contreras

9. TOURISM DEVELOPMENT COMMITTEE INTERVIEWS

- a. Lori Goldfarb
- b. Hilton Smith

10. TRANSPORTATION COMMISSION INTERVIEWS

1. Kurt Ahrensfeld
2. Glen Buhlmann
3. Michelle Plesko
4. Dan Ryan

11. SELECTION AND APPOINTMENT OF DESIGN REVIEW BOARD, CULTURAL ARTS COMMISSION, LIBRARY BOARD, PARK BOARD, PLANNING COMMISSION, SALARY COMMISSION, TOURISM DEVELOPMENT COMMITTEE, AND TRANSPORTATION COMMISSION MEMBERS

Following discussion of the applicants' qualifications,

Councilmember Dave Asher moved to reappoint Gaerda Zeiler to position 2, Linda Paros to position 4, and Marianna Hanefeld to position 5, each for four year terms ending March 31, 2019; and to appoint Emily Gjertsson to position 1 (youth seat) for a two year term ending 3/31/2017, on the Cultural Arts Commission. Councilmember Kloba seconded the motion, which passed unanimously.

Councilmember Asher moved to reappoint Carolyn Adams and appoint Brad Adams to four year terms ending 3/31/2019, and to select John Solaro as an alternate appointee (should an additional vacancy arise within the next six months) on the Design Review Board. Deputy Mayor Sweet seconded the motion, which passed unanimously.

Councilmember Asher moved to reappoint Deepa Narayanan to a four year term ending 3/31/2019, and to select Dori Butler as an alternate appointee (should an additional vacancy arise within the next six months) on the Library Board. Deputy Mayor Sweet seconded the motion, which passed unanimously.

Councilmember Asher moved to appoint Lilian Gjertsson (youth seat) for a two year term ending 3/31/2017 on the Library Board. Councilmember Marchione seconded the motion, which passed unanimously.

Councilmember Asher moved to appoint Kelli Curtis to a four year term ending 3/31/2019 and appoint Jason Chinchilla to an unexpired term ending 3/31/2016 and to select Mary Rumpf as an alternate appointee

(should an additional vacancy arise within the next six months) on the Park Board. Councilmember Arnold seconded the motion, which passed unanimously.

Councilmember Asher moved to reappoint Jim Popolow (youth seat) for a two year term ending 3/31/2017 and select Lilian Gjertsson as an alternate appointee (should an additional vacancy arise within the next six months) on the Park Board. Councilmember Kloba seconded the motion, which passed unanimously

Councilmember Asher moved to reappoint Glenn Peterson to four year term ending 3/31/2019, on the Planning Commission. Councilmember Nixon seconded the motion, which passed unanimously.

Councilmember Asher moved to reappoint Santos Contreras to a three year term ending 3/31/2018 on the Salary Commission. Councilmember Marchione seconded the motion, which passed unanimously.

Councilmember Asher moved to appoint Lori Goldfarb to a one year term ending 3/31/2016 and select Hilton Smith as an alternate appointee (should an additional vacancy arise within the next six months) on the Tourism Development Committee. Councilmember Sweet seconded the motion, which passed unanimously.

Councilmember Asher moved to appoint Glen Buhlmann to a four year term ending 3/31/2019, and to select Kurt Ahrensfeld as an alternate appointee (should an additional vacancy arise within the next six months) on the Transportation Commission. Councilmember Kloba seconded the motion, which passed unanimously.

12. ADJOURNMENT

The March 24, 2015 Special Meeting of the Kirkland City Council was adjourned at 9:45 p.m.

City Clerk

Mayor



KIRKLAND AND REDMOND CITY COUNCIL JOINT SPECIAL MEETING MINUTES
March 31, 2015

1. Call to Order

The Joint Special Meeting of the Kirkland and Redmond City Councils was called to order at 7:30 p.m.

2. Welcome and Introductions

ROLL CALL:

Members Present: Councilmember Jay Arnold, Councilmember Dave Asher, Councilmember Shelley Kloba, Councilmember Doreen Marchione, Councilmember Toby Nixon, Deputy Mayor Penny Sweet, Mayor Amy Walen, Councilmember Kimberly Allen, Councilmember David Carson, Councilmember Tom Flynn, Mayor John Marchione, Council President Hank Margeson, Councilmember Hank Myers, Councilmember Byron Shutz, and Councilmember John Stilin.

Members Absent: None.

3. Cross Kirkland Corridor/Redmond Connection

City of Kirkland Neighborhood Services Outreach Coordinator Kari Page and City of Redmond Parks Planning and Cultural Arts Manager Carolyn Hope presented information on the Cross Kirkland Corridor and the possibility of connecting the Corridor to the Redmond Connector and responded to questions from the Councils.

4. N.E. 85th Street Project

City of Kirkland Capital Projects Manager Dave Snider and Capital Projects Supervisor Rod Steitzer reviewed the progress of the NE 85th Street Corridor project and responded to Council questions.

5. Joint Use of Decant Facilities

City of Redmond Director of Public Works Linda Debolt, City of Kirkland Public Works Superintendent Erin Devoto and Stormwater/Sewer Division Manager Bobbi Wallace presented information on the proposed joint use of the decant facility and answered Council questions.

6. Joint Aquatic, Recreation and Community Center

City of Kirkland Parks and Community Services Director Jennifer Schroder provided an overview of the City of Kirkland's efforts to date in connection to the Aquatic Recreation and Community Center. Council then discussed a number of policy questions provided in

advance of the meeting. City of Kirkland City Attorney Robin Jenkinson also responded to questions on creating a Municipal Parks District.

7. Adjournment

The Kirkland and Redmond Special Joint City Council Meeting was adjourned at 9:32 p.m.

City Clerk

Mayor



KIRKLAND CITY COUNCIL REGULAR MEETING MINUTES
April 07, 2015

1. CALL TO ORDER
2. ROLL CALL

ROLL CALL:

Members Present: Councilmember Jay Arnold, Councilmember Dave Asher, Councilmember Shelley Kloba, Councilmember Doreen Marchione, Councilmember Toby Nixon, Deputy Mayor Penny Sweet, and Mayor Amy Walen.

Members Absent: None.

3. STUDY SESSION

- a. Park and Transportation Impact Fee Introduction and Policy Discussion

Joining Councilmembers for this discussion were City Manager Kurt Triplett, Deputy City Manager Tracey Dunlap, Randy Young of Henderson, Young & Company and Director of Parks and Community Services Jennifer Schroder.

4. CLOSED SESSION

- a. To Discuss Labor Negotiations

5. HONORS AND PROCLAMATIONS

None.

6. COMMUNICATIONS

- a. Announcements
- b. Items from the Audience

Annie Hilleary
Ron Snell
Lora Hein
Bruce Wynn
George Noble
Henry Brown
Bonnie McLeod
Heather Mariano-Skeels
Nikki Alldredge
Bill Leonard

c. Petitions

(1) Referencing Proposed Siting of the ARC at Juanita Beach

7. SPECIAL PRESENTATIONS

a. NE 85th Street Corridor Project Update

Public Works Capital Projects Supervisor Rod Steitzer provided a brief update on the Watermain Replacement portion of the NE 85th Street Corridor Project.

8. CONSENT CALENDAR

a. Approval of Minutes: March 17, 2015

b. Audit of Accounts:

Payroll \$2,798,102.52

Bills \$5,068,666.00

run #1403 checks #560584 - 560740

run #1404 checks #560762 - 560812

run #1405 checks #560813 - 560830

run #1406 checks #560833 - 560987

run #1407 checks #560990 - 561116

c. General Correspondence

d. Claims

Claims received from Jeannine Dougherty, Sharon Dupke, Heidi Jensen, Steven Sandberg/Zeek's Pizza, Xiaoling Song/Hawthorne Condominium Board were acknowledged via approval of the Consent Calendar.

e. Award of Bids

f. Acceptance of Public Improvements and Establishing Lien Period

(1) NE 120th Street Extension Project, Sanders General Construction, Auburn, WA

The project work was accepted via approval of the Consent Calendar.

g. Approval of Agreements

(1) Ratification of the Public Safety Employees Union (PSEU) #519 Collective Bargaining Agreement, 2014-2016

The ratification of the 2014-2016 Collective Bargaining Agreement for the Public Safety was authorized via approval of the Consent Calendar.

h. Other Items of Business

(1) NE 68th Street & 108th Avenue NE Intersection Improvements Project Close-out Budget Adjustment

(2) School Impact Fee Report

(3) Report on Procurement Activities

Motion to Approve the Consent Calendar.

Moved by Councilmember Dave Asher, seconded by Deputy Mayor Penny Sweet

Vote: Motion carried 7-0

Yes: Councilmember Jay Arnold, Councilmember Dave Asher, Councilmember Shelley Kloba, Councilmember Doreen Marchione, Councilmember Toby Nixon, Deputy Mayor Penny Sweet, and Mayor Amy Walen.

9. PUBLIC HEARINGS

- a. Resolution R-5120, Supporting King County Proposition 1, a Property Tax Levy to Fund a New, Upgraded Regional Emergency Radio Network to be Known as the Puget Sound Emergency Radio Network.

(1) Proposition No. 1 Regular Property Tax Levy for Emergency Public Safety Radio Network Replacement Project

The King County council passed Ordinance 17993 concerning funding for a new, upgraded regional emergency radio network. This proposition would provide funding to replace the current aging emergency radio network used for dispatching and communicating with police, fire and other first responders. The proposition would fund capital and transition costs as defined in Ordinance 17993 and would authorize King County to levy an additional regular property tax of \$0.07 per \$1,000 of assessed valuation for nine years with collection beginning in 2016. The 2015 levy amount would be used to compute limitations under Chapter 84.55 RCW for the eight succeeding years. Should this proposition be: Approved Rejected

Mayor Walen explained the parameters of the public hearing and declared it open. City Manager Triplett provided an overview of the proposition. No testimony was offered and the hearing was declared closed.

Motion to Approve Resolution R-5120, entitled "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KIRKLAND SUPPORTING KING COUNTY PROPOSITION 1, A PROPERTY TAX LEVY TO FUND A NEW, UPGRADED REGIONAL EMERGENCY RADIO NETWORK TO BE KNOWN AS THE PUGET SOUND EMERGENCY RADIO NETWORK."

Moved by Councilmember Dave Asher, seconded by Councilmember Doreen Marchione

Vote: Motion carried 7-0

Yes: Councilmember Jay Arnold, Councilmember Dave Asher, Councilmember Shelley Kloba, Councilmember Doreen Marchione, Councilmember Toby Nixon, Deputy Mayor Penny Sweet, and Mayor Amy Walen.

10. UNFINISHED BUSINESS

a. 2015 State Legislative Update #6

Intergovernmental Relations Manager Lorrie McKay provided an update on the status of Council's current legislative priorities.

b. Draft Downtown Parking Study Options-Public Participation and Comments

Transportation Engineering Manager David Godfrey opened the presentation with a review of the study goals and scope and introduced Special Projects Coordinator Philly Hoshko, who shared information regarding the public outreach process and comments received as a result. Mr. Godfrey then relayed staff recommendations for Council consideration and a recap of current efforts.

Council recessed for a short break.

c. Resolution R-5119, Adopting the 2015-2017 Planning Work Program.

Motion to Approve Resolution R-5119, entitled "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KIRKLAND ADOPTING THE 2015 - 2017 PLANNING WORK PROGRAM."

Moved by Councilmember Dave Asher, seconded by Councilmember Jay Arnold
Vote: Motion carried 7-0

Yes: Councilmember Jay Arnold, Councilmember Dave Asher, Councilmember Shelley Kloba, Councilmember Doreen Marchione, Councilmember Toby Nixon, Deputy Mayor Penny Sweet, and Mayor Amy Walen.

11. NEW BUSINESS

a. Amending 2015-2016 Biennial Budget

(1) Ordinance O-4480, Amending the Biennial Budget for 2015-2016.

Financial Planning Manager Tom Mikesell provided a presentation of the 2015-2016 budget adjustments including operating and capital carryovers, Council directed adjustments, housekeeping adjustments and General Fund resources forward and responded to questions from the Council.

Motion to Approve Ordinance O-4480, entitled "AN ORDINANCE OF THE CITY OF KIRKLAND AMENDING THE BIENNIAL BUDGET FOR 2015-2016."
Moved by Councilmember Doreen Marchione, seconded by Councilmember Dave Asher

Vote: Motion carried 7-0

Yes: Councilmember Jay Arnold, Councilmember Dave Asher, Councilmember Shelley Kloba, Councilmember Doreen Marchione, Councilmember Toby Nixon, Deputy Mayor Penny Sweet, and Mayor Amy Walen.

(2) Resolution R-5121, Approving an Amended and Restated Employment Agreement between the Kirkland City Council and Kurt Triplett, Its City Manager.

Councilmembers expressed their appreciation for Mr. Triplett's service.

Motion to Approve Resolution R-5121, entitled "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KIRKLAND APPROVING AN AMENDED AND RESTATED EMPLOYMENT AGREEMENT BETWEEN THE KIRKLAND CITY COUNCIL AND KURT TRIPLETT, ITS CITY MANAGER."

Moved by Councilmember Dave Asher, seconded by Councilmember Shelley Kloba

Vote: Motion carried 7-0

Yes: Councilmember Jay Arnold, Councilmember Dave Asher, Councilmember Shelley Kloba, Councilmember Doreen Marchione, Councilmember Toby Nixon, Deputy Mayor Penny Sweet, and Mayor Amy Walen.

b. Comprehensive Plan Update Briefing - Environment Element

Associate Planner David Barnes provided a briefing on the Comprehensive Plan Update relating to the Environment Element portion and received Council comments.

12. REPORTS

a. City Council Reports

(1) Finance and Administration Committee

Chair Marchione reported on the draft Council Policies and Procedures changes.

(2) Legislative Committee

Chair Asher reported on efforts to get transportation projects approved; and general publicity about the City Council's legislative agenda.

(3) Planning, and Economic Development Committee

Chair Arnold reported on the expiration of the Affordable Housing Fee-in-Lieu option; new rules from the Federal Communications Commission (FCC) preempting local regulations for wireless carriers to upgrade their facilities; a change to the Planning work program brought before the Council at tonight's meeting; review of proposed amendments to the land use section of the Comprehensive Plan; and an upcoming commercial brokers breakfast.

(4) Public Safety Committee

Chair Sweet reported on a possible contract with the City of Woodinville for potential jail and Municipal Court services; siting of the North Kirkland Fire Station including an upcoming meeting in Juanita and other outreach efforts; and proposed legislation concerning Municipal Courts handling of infractions related to indigents.

(5) Public Works, Parks and Human Services Committee

Chair Kloba reported on an Arts Integration Plan for the Cross Kirkland Corridor; bike lanes next to street parking; LED lighting requirements in new developments; and a discussion of the issues around dredging along the shoreline.

(6) Tourism Development Committee

Councilmember Nixon reported that there was no regular meeting but recognized the new Tourism Development Committee member Lori Goldfarb and reported on the quarterly Tourism Networking meeting.

(7) Regional Issues

Councilmembers shared information regarding the recent Together Center 25th Anniversary Celebration Breakfast; the VERA Whole Health Clinic grand opening; a King County Regional Law Safety and Justice Committee meeting; the Sound Cities Association Public Issues Committee meeting; the appointment of Councilmember Nixon to the Nourishing Networks Central Board of Directors; a City/School District Coordinating Committee meeting; the Kiwanis Club of Kirkland Easter Egg Hunt at Peter Kirk Park; a King County Regional Transit Committee special workshop; a King County Metro Transit Service Guidelines Task Force meeting; results from the recent Nourishing Networks food drive; Councilmember Marchione's testimony in Olympia about the Homeless Encampment Bill; the Sound Cities Association Networking Dinner; the screening of the locally filmed movie, "Painting Anna"; the incorporation of the Sound Cities Association's comments into the strategic plan for the King County Committee to End Homelessness; a Water Resource Inventory Area (WRIA) 8 meeting; a discussion with students at Benjamin Franklin Elementary; the Puget Sound Emergency Radio Network

Stakeholder group meeting; the Puget Sound Regional Council Growth Management Policy Board meeting; a Cascade Water Alliance Board meeting; a Cascade Water Alliance Public Affairs Committee meeting; the King County Regional Water Quality Committee meeting; a Sound Cities Association Events Committee meeting; an International Women in Technology event at Google; the East Metro Training Group Recruit Academy graduation; the Imagine Housing Benefit Auction; the Hopelink Community Impact Report meeting; the Puget Sound Regional Council Executive Committee meeting; the City of Kirkland Boards and Commissions interviews; the King County Regional Policy Committee meeting; the Association of Washington Cities Legislative Committee meeting in Olympia; the Joint Special Council Meeting with the City of Redmond; and a meeting with Susan Dale Estey, the President and CEO of the Economic Development Council of Seattle and King County.

b. City Manager Reports

(1) Calendar Update

City Manager Kurt Triplett propose the cancellation of the May 19 Council meeting due to the number of other commitments on Council's calendar in May, which the Council approved.

City Manager Kurt Triplett presented some information about the Waddell property purchase, noted a request for information about the City of Kirkland's policy on shared housing of non-related individuals, and a request for information about the mobile home park.

13. ITEMS FROM THE AUDIENCE

14. ADJOURNMENT

The Kirkland City Council regular meeting of April 7, 2015 was adjourned at 11:23 p.m.

City Clerk

Mayor

CITY OF KIRKLAND CITY COUNCIL

Council Meeting: 04/21/2015
Agenda: Approval of Minutes
Item #: 8. a. (5).



Amy Walen, Mayor • Penny Sweet, Deputy Mayor • Jay Arnold • Dave Asher
Shelley Kloba • Doreen Marchione • Toby Nixon • Kurt Triplett, City Manager

Vision Statement

*Kirkland is an attractive, vibrant and inviting place to live, work and visit.
Our lakefront community is a destination for residents, employees and visitors.
Kirkland is a community with a small-town feel, retaining its sense of history,
while adjusting gracefully to changes in the twenty-first century.*

123 Fifth Avenue • Kirkland, Washington 98033-6189 • 425.587.3000 • TTY Relay 711 • www.kirklandwa.gov

AGENDA KIRKLAND CITY COUNCIL JUANITA NEIGHBORHOODS SPECIAL MEETING

**Kirkland Justice Center
11740 NE 118th Street**

**Monday, April 13, 2015
7:00 – 8:45 p.m .**

- 6:45 – 7:00 p.m. 1. Informal Casual Conversations
- 7:00 – 7:05 p.m. 2. Welcome and Introduction – Mayor Amy Walen
- 7:05 – 7:10 p.m. 3. Comments from the Juanita Neighborhood Association Chair – Doug Rough
- 7:10 – 7:30 p.m. 4. Introductions from City Council Members
- 7:30 – 8:45 p.m. 5. General Discussion and Questions from the Audience
- 8:45 p.m. 6. Adjourn
- 8:45 – 9:00 p.m. 7. Social Time

Mayor Amy Walen called the April 13, 2015 Kirkland City Council Special Meeting to order at 7:05 p.m. The following members of the City Council were present: Mayor Amy Walen, Deputy Mayor Penny Sweet, Councilmembers Jay Arnold, Dave Asher, Shelley Kloba, and Doreen Marchione. Councilmember Toby Nixon was excused.

The Kirkland City Council Special Meeting was adjourned at 8:46 p.m.

City Clerk

Mayor



CITY OF KIRKLAND
Department of Finance and Administration
123 Fifth Avenue, Kirkland, WA 98033 425.587.3100
www.kirklandwa.gov

MEMORANDUM

To: Kurt Triplett, City Manager
From: Kathi Anderson, City Clerk
Date: April 13, 2015
Subject: CLAIM(S) FOR DAMAGES

RECOMMENDATION

It is recommended that the City Council acknowledges receipt of the following Claim(s) for Damages and refers each claim to the proper department (risk management section) for disposition.

POLICY IMPLICATIONS

This is consistent with City policy and procedure and is in accordance with the requirements of state law (RCW 35.31.040).

BACKGROUND DISCUSSION

The City has received the following Claim(s) for Damages from:

- (1) Kristin E. Courtney
9207 NE 138th Street
Kirkland, WA 98034

Amount: \$969.48

Nature of Claim: Claimant states damage to vehicle resulted from striking a loose City survey monument at NE 137th Street and 100th Avenue NE.

- (2) Steve Sandell
11409 99th Place NE, Unit D
Kirkland, WA 98033

Amount: \$13,614.50

Nature of Claim: Claimant states damage occurred to property due to flooding resulting from a collapsed stormwater pipe on 99th Place NE, December 12, 2014.

(3) Mayu Yanagisawa
128 State Street S #539
Kirkland, WA 98033

Amount: \$2567.27

Nature of Claim: Claimant states damage to vehicle resulted from being struck by a City vehicle in the Marina Park parking lot.

Note: Names of claimant are no longer listed on the Agenda since names are listed in the memo.



CITY OF KIRKLAND
Department of Public Works
123 Fifth Avenue, Kirkland, WA 98033 425.587.3800
www.kirklandwa.gov

MEMORANDUM

To: Kurt Triplett, City Manager

From: Dave Snider, P.E., Capital Projects Manager
Kathy Brown, Public Works Director

Date: April 9, 2015

Subject: 2015 STREET PRESERVATION PROGRAM
PHASE I CURB RAMP & CONCRETE REPAIRS – AWARD CONTRACT

RECOMMENDATION:

Staff recommends that the City Council awards the contract for construction of the 2015 Street Preservation Program, Phase I Curb Ramp & Concrete Repairs Project, to Trinity Contractors Inc., of Marysville, WA, in the amount of \$438,776.00.

BACKGROUND DISCUSSION:

The Curb Ramp & Concrete Repairs Project is Phase I of the Annual Street Preservation Program, which provides for the maintenance and rehabilitation of the City's street network. The Curb Ramp & Concrete Repairs Project includes the repair and replacement of existing damaged cement concrete curb, gutter and sidewalks along streets that will be resurfaced this summer, as part of the 2015 Street Overlay Project (Phase II). In addition, accessible curb ramps will be installed at various locations to meet the requirements of the Americans with Disabilities Act. This Phase I Project will repair damaged concrete and install new curb ramps along seven streets in six neighborhoods (Attachment A).

The Street Overlay Project (Phase II) will resurface the streets where concrete repairs are made under the Phase I Project (this memo), and will be advertised in April with an anticipated award recommendation in May. Phase III of the Annual Street Preservation Program is the Annual Slurry Seal Project, which is scheduled for construction during the drier months of mid to late summer, 2015.

For 2015, the Annual Street Preservation Program (all three phases) has a base CIP budget of \$1,750,000. An additional \$2,300,000 is included in the total Street Preservation Program budget for 2015 from revenue generated by the passage of Proposition 1. With the contribution from Proposition 1, the total Annual Street Preservation Program budget for 2015 is \$4,050,000 (Attachment B).

With an engineer's estimate of \$441,125, the Curb Ramp & Concrete Repairs Project was first advertised on March 11 and bids were opened on March 25, 2015. A total of 2 bids were received with Trinity Contractors Inc. being the lowest responsive bidder, as shown below:

Contractor	Amount
Trinity Contractors Inc.	\$438,776.00
<i>Engineer's Estimate</i>	<i>\$441,125.00</i>
Lakeside Industries	\$443,926.00

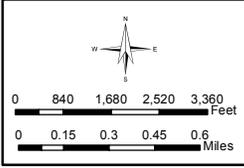
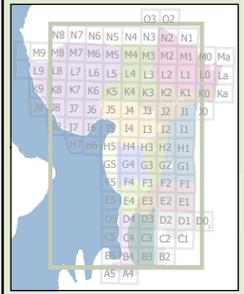
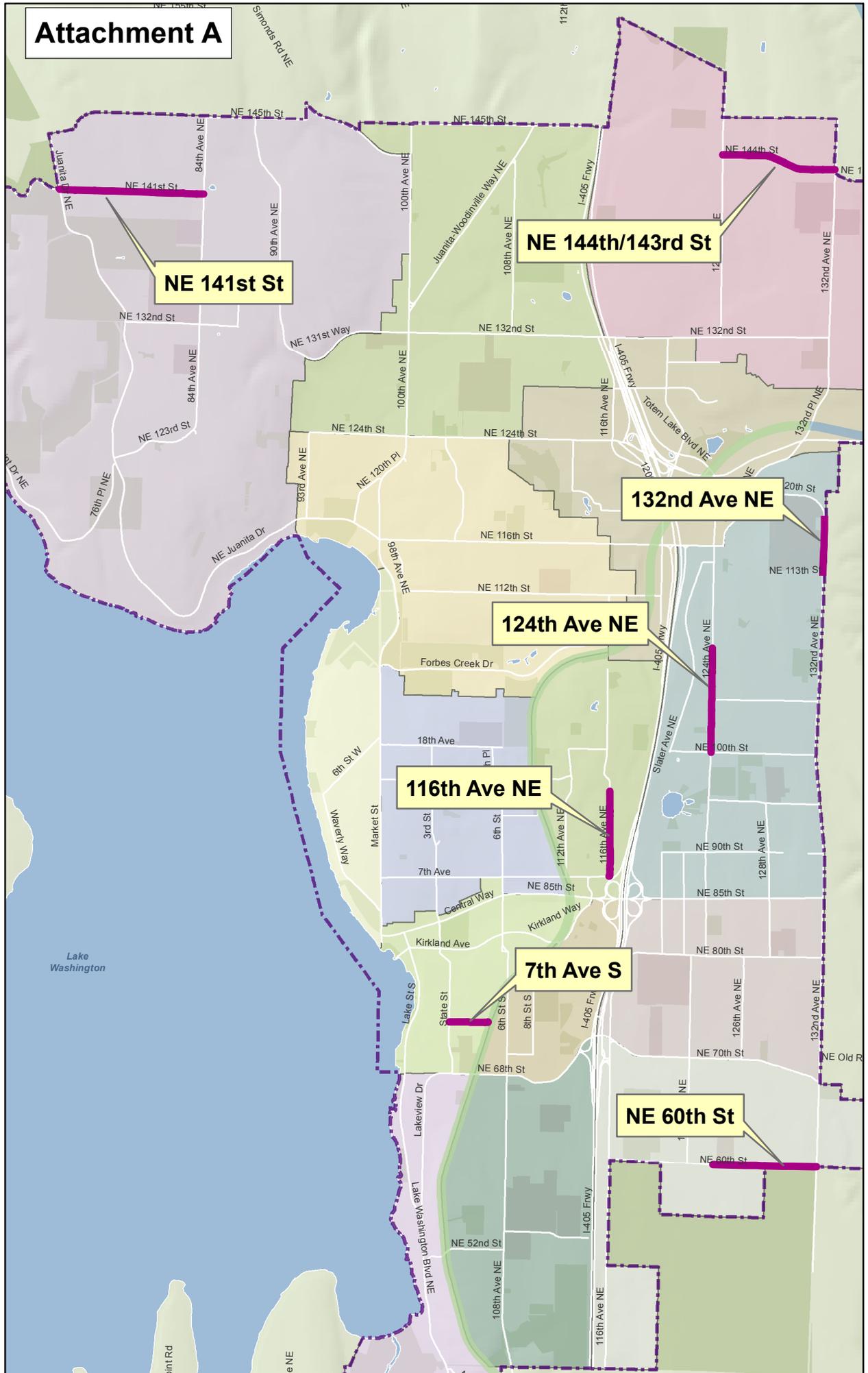
With a City Council award of the construction contract at the April 21 meeting, staff will begin pre-construction public outreach process by notifying adjacent property owners with door hangers describing the upcoming work. Project information, including regularly updated construction schedules, will also be posted on the City's web site. Since the Project includes a significant amount of sidewalk and ramp reconstruction, staff included specific contract language related to sidewalk closures and the requirement to provide clearly delineated detour routes for pedestrians. The construction management and inspection team will ensure the contractor maintains safe travel routes for pedestrians to the fullest extent possible.

Attachment A: Vicinity Map

Attachment B: PBR

Attachment A

-  Project Locations
-  Parks
-  Schools
-  Major Streets
-  City Limits
-  Lakes

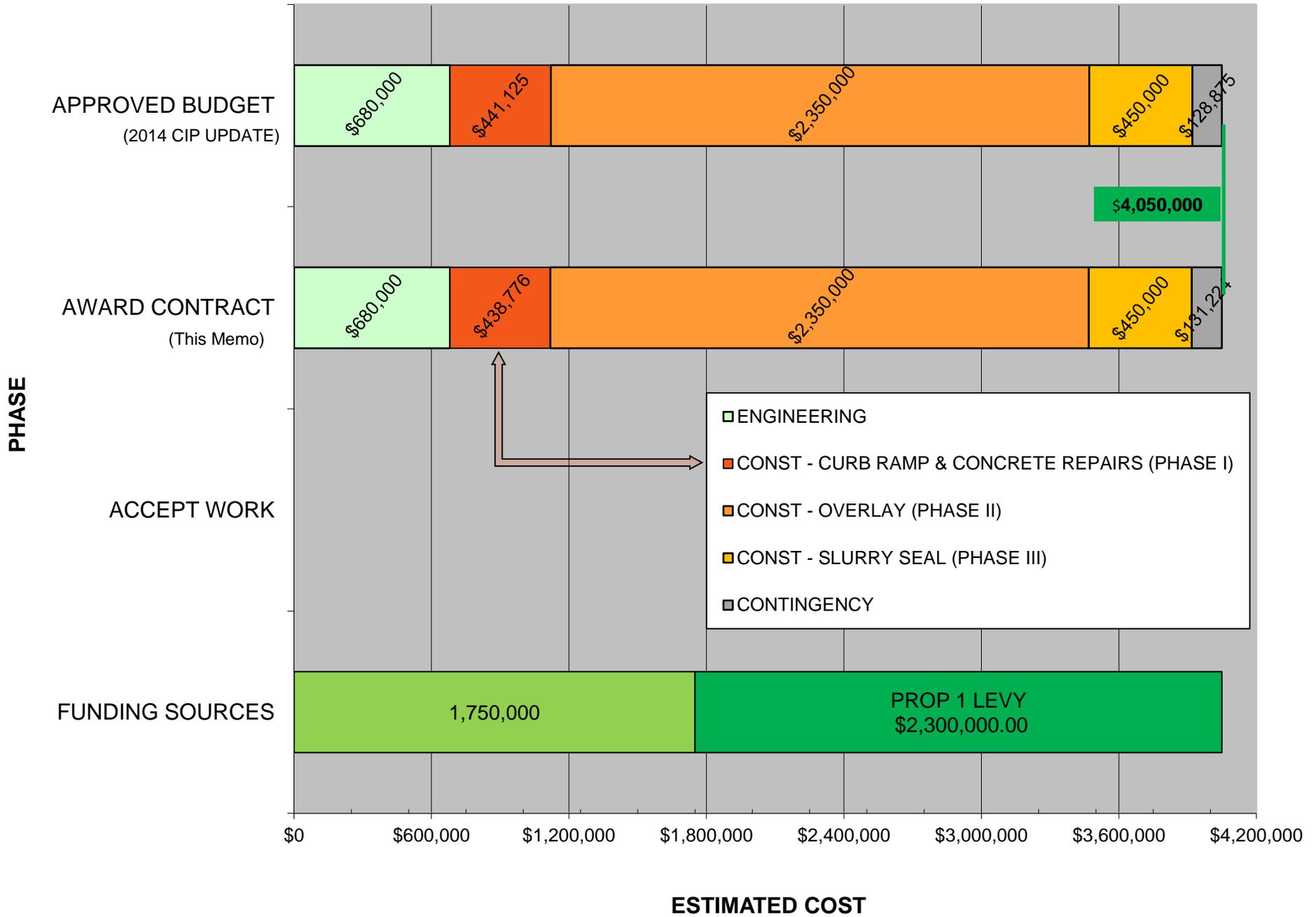


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Author: Name In Map Doc Properties
 Name: 2015 Concrete Attach A
 Date Saved: 4/2/2015 4:44:42 PM

Project Budget Report 2015 Curb Ramp & Concrete Repairs (ST-1506)

Attachment B





CITY OF KIRKLAND
City Manager's Office
123 Fifth Avenue, Kirkland, WA 98033 425.587.3001
www.kirklandwa.gov

MEMORANDUM

To: Kurt Triplett, City Manager

From: Ellen Miller-Wolfe, Economic Development Manager
Philly Hoshko, Special Projects Coordinator

Date: March 31, 2015

Subject: UPDATE OF PUBLIC ART POLICY GUIDELINES

The Cultural Arts Commission (CAC) is authorized by Resolution-4995 to make recommendations to the City Council regarding the accessioning and deaccessioning of both temporary and permanent public art work in the city. A public art vision and goals that are well-defined as well as clear and concise guidelines will greatly assist the Commission in its work and also provide specific rationale upon which City Council decisions can rely.

In January of 2004 the City Council adopted Resolution 4117 establishing Public Art Policy Guidelines. R-4117 and the original guidelines are included as **Attachment A**. At its March 18, 2015, meeting the Commission reviewed and updated the old guidelines and recommended that the Council approve a Resolution adopting the revised Public Art Policy Guidelines. The Commission has added vision, mission and goals statements to the original resolution that reflect what it believes are the sentiments of the Kirkland community. A public art collection that invites interaction, cultivates community pride, and adds diversity to the existing holdings are some of the policies that the Commission recommends.

In addition, the Commission has worked on reformatting, reorganizing and streamlining the existing guidelines so that the criteria for art consideration are clear to the Commission and others jurying art work, as well as to the City Council and the larger Kirkland community. Public art can elicit many different points of view and having clear and transparent guidelines are key to ultimate acceptance of art decisions.

The Commission also has delineated the guidelines for assembling art juries, a role that the Commission and other stakeholders have assumed frequently in recent years. The soon-to-be installed Crane in its Vigilance, and other interior art pieces at the Kirkland Justice Center resulted from of a jury comprised of CAC members as well as representation from the Municipal Court and Police, the occupants of the building. Depending on the project, the commissioners may invite different stakeholders to serve on future art juries as well.

On March 31, 2015, the Finance and Administration City Council Subcommittee gave its recommendation that the revised policies move to the City Council. Staff is requesting on behalf of the Cultural Arts Commission that the Public Art Policy Guidelines be adopted.

Attachment A

RESOLUTION R- 4417

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KIRKLAND RELATING TO THE CITY'S PUBLIC ART POLICY.

WHEREAS, the Kirkland Cultural Council was created by the City Council to promote strategic planning and development for arts, culture and heritage in the community and for advice regarding public art acquisitions; and

WHEREAS, the Cultural Council recommends that the City Council adopt a proposed Public Art Policy.

NOW, THEREFORE, be it resolved by the City Council of the City of Kirkland as follows:

Section 1. The attached proposed Public Art Policy is hereby adopted as the City of Kirkland's Public Art Policy relating to the City's current and future public art collection.

Passed by majority vote of the Kirkland City Council in open meeting this 8th day of January, 2004.

Signed in authentication thereof this 8th day of January, 2004.


MAYOR

Attest:


City Clerk

Reso\Public Art

Public Art Policy Guidelines

"Art provides the roadmap of a civilization." **Lincoln Steffans – writer**

Kirkland's rich public art is the result of generous individuals who have loaned and donated high quality art to the community and citizens who have contributed to the acquisition of sculpture. A supportive City Council and citizenry, who value the role public art plays in strengthening civic identity and community pride, creating a sense of discovery, highlighting artists, and creating magnets for economic development, have bolstered the acceptance of public art in the community. This helps set the community apart in ways that encourage people to live here, to visit, to tell others.

"Public art can express civic values, enhance the environment, transform a landscape, heighten our awareness, or question our assumptions. Placed in a public site, this art is therefore for everyone, a form of collective community expression—from the once celebrated but now unrecognized general on a horse to the abstract sculpture that may baffle the passer-by on first glance." **Penny Balkin Bach (contemporary American), art administrator.**

The Cultural Council's goal is to maintain the high quality of art in Kirkland while growing the city's public art collection. We welcome and embrace all forms of public art from the community, whether it is donated, loaned or commissioned. The Cultural Council has prepared the following goals, policies, and guidelines and recommends they be applied when considering public art acquisitions, donations, loans, deaccessioning, and other related public art opportunities. However, every attempt will be made to accommodate special circumstances in order to continue to rely on the generosity of citizens who have built our city's collection.

GOALS

The City of Kirkland is committed to providing public art of exceptional quality and diversity which adds to the community's vibrancy and identity. Specifically, the City's public art program strives to:

- ⚡ Make public art and artistic expressions available to the public.
- ⚡ Use public art as a vehicle to express the City's history and cultural heritage.
- ⚡ Educate the community about public art.
- ⚡ Use public art as a means to foster the community's sense of spirit, pride, and community values.
- ⚡ Recognize public art's contribution in cultural tourism and economic development.
- ⚡ Disseminate public art throughout Kirkland.

DONATIONS OR LOANS OF ARTWORK

Objectives

- ⚡ To provide procedures for reviewing both proposed loan and gifts of art work to the City's collection of public art.

Guidelines

- ✚ Proposed gifts or loans to the City of Kirkland shall be reviewed by the Kirkland Cultural Council. The Council will make a recommendation to the City Council for final action. For proposed art work siting in a City park, a recommendation from the Park Board will be requested.
- ✚ Proposed gifts or loans will be evaluated on the following criteria:
 - A. The quality of the art work.
 - B. Context in the City collection. Does art work enhance the existing collection or add diversity? How does the piece engage the public? Are the materials appropriate? Is the piece susceptible to vandalism or graffiti?
 - C. Availability of an appropriate site.
 - D. Coordination with the Park Board concerning siting, costs of installation, and maintenance of art work.
 - E. Donor conditions, if applicable.
 - F. Condition of the art work.
 - G. Durability of the art work.
 - H. Ability to maintain the art work.
 - I. Aesthetic merit.
- ✚ For a work proposed for loan to the City, the owner or owner's representative will be required to enter into an Art Display Agreement setting forth the length of the loan and other terms such as location, maintenance requirements, insurance, value of art work, installation and removal responsibility, and other conditions pertinent to the agreement.
- ✚ Whenever appropriate, siting decisions will be determined by a public art jury made up of surrounding neighbors, businesses, or associations (i.e., business, neighborhood) impacted by art work location.
- ✚ Donated or loaned art work will include identifying plaques.
- ✚ All donated works become part of the City art collection and, as such, may be relocated.
- ✚ Monetary donations to help fund public art acquisitions will be accepted at any time.

PUBLIC ART ACQUISITION

The following guidelines are based on acquiring existing or loaned art work:

Guidelines

- ✚ Proposed public art acquisitions shall be reviewed by the Kirkland Cultural Council with recommendation to the City Council. For a proposed public art acquisition to be sited in a park, a recommendation from the Kirkland Park Board will also be requested. A recommendation will be requested from affected boards, commissions, organizations, and associations when appropriate.

Proposed public art acquisitions will be evaluated on the following criteria:

- A. The quality of the art work.
- B. Context in the City collection. Does art work enhance the existing collection or add diversity? How does the piece engage the public? Are the materials appropriate? Is the piece susceptible to vandalism or graffiti?
- C. If the art work is on loan, is there sufficient public support to fundraise to have it become a permanent part of the City's collection?
- D. Availability of an appropriate site.
- E. Appropriateness in size, scale, material, form and style for the area in which it is to be placed.
- F. Condition, durability, installation, and maintenance requirements of the art work.
- G. Aesthetic merit.

Whenever appropriate, siting decisions will be determined by a public art jury made up of surrounding neighbors, businesses, or associations (i.e., business, neighborhood) impacted by art work location.

TEMPORARY ART EXHIBITS

Objectives

To provide procedures and opportunities for the temporary exhibit of art work in cooperation with art galleries and other organizations to showcase artists, promote awareness and foster education regarding public art in the community. The City currently has several locations and pedestals located in the downtown that provide for the display of temporary public art. Other venues throughout the community, in public facilities and neighborhoods will be encouraged.

Guidelines

- Proposed use of the existing pedestal locations for art work in public parks or right-of-way shall be reviewed by the Kirkland Cultural Council in coordination with Parks and Community Services for installation assistance (if required) and Public Works for any use permit requirements.
- Art Display Agreements will be required.
- Hosting temporary indoor and outdoor public art exhibits shall be reviewed by the Kirkland Cultural Council with recommendation to City Council. If appropriate, partnerships with other arts organizations, agencies, and the business community will be encouraged.

MEMORIAL DONATIONS AND COMMISSIONS

Objectives

To provide procedures and opportunities for the donation of memorial artwork to honor the memory of an event (contemporary or historical), an occasion, an outstanding member of the community, or a similar purpose.

Guidelines

- ✦ Proposed memorial public art shall be reviewed by the Kirkland Cultural Council with recommendation to the City Council. The Kirkland Cultural Council will work with the donor and the Parks Department to recommend an appropriate site for the work. For proposed memorial public art to be sited in a park, a recommendation from the Kirkland Park Board will also be requested.
- ✦ Proposed commissioned memorial art shall not ordinarily honor a living person, unless that person has made a significant and outstanding contribution to the arts or civic service. A waiting period of at least one year should elapse from the time of (1) the initial nomination of the living individual, (2) the passing away of the deceased individual(s) or, (3) the occurrence of the event in order to be eligible for consideration as a commissioned memorial public art work.
- ✦ The proponent(s) of commissioned memorial art will approach the Cultural Council with several ideas for the intended public art. The Cultural Council will establish a dialogue with the proponents and other affected city departments. As a result of this dialogue, the Cultural Council will make a recommendation to the City Council. The recommendation may endorse one of the proponent's proposed ideas or may recommend a different design approach or public art location.
- ✦ Celebratory gifts may be commemorative in nature, or may mark a life event such as: the birth of a loved one, an anniversary, a graduation, a business, or a celebration of an event or a group.

Proposed memorial public art will be evaluated on the following criteria:

- A. The fit of the art work into the overall character of public art already on display throughout the city.
- B. The timeless qualities of the art work, including its significance and appeal to future generations. Memorial proposals honoring individuals or a personal event should be represented in a form that has a broader community interest and moves the viewer to a special experience. Examples include community parks, landscaped gardens and plazas, sculpture and art works, plaques about history or the environment, poetry, fountains, park benches, site furnishings, etc.
- C. The art work's success in expressing the spirit of the person(s) or event to be commemorated.
- D. The precedent that is set by the art work. Will this work set a precedent that will be difficult to follow? If strictly followed, will the precedent diminish the value of the previous, possibly even adjacent memorial public art?
- E. The artistic merit of the art work.

- F. The proposed location of the art work. The location should be an appropriate setting for the memorial and should not interfere with existing and proposed circulation and use patterns. It is recognized that a particular location may reach a saturation point and it would then be appropriate to consider limitations or a moratorium of future memorial installations at a particular location or area.
 - G. The fit in terms of the size, scale, material, form and style for the area in which it is to be placed.
 - H. Condition, durability, installation, and maintenance requirements of the art work.
- ✚ Memorials become a part of the City art collection and, as such, may be relocated.
 - ✚ Memorial donations to help fund the acquisition of public art will be accepted at any time.

DEACCESSION OF ART WORK

Objectives

- ✚ To provide procedures for the withdrawal of City owned art work from public display.

Guidelines

- ✚ Deaccessioning should be cautiously applied only after careful and impartial evaluation including input from the Kirkland Cultural Council, art professionals, the public, the artist, and final review and decision by the City Council.
- ✚ Deaccessioning or relocation of art work may be considered for one or more of the following reasons:
 - A. The condition or security of the art work cannot be reasonably guaranteed in its present location.
 - B. The art work presents a public safety risk.
 - C. The art work is damaged and repair is not feasible.
 - D. Significant changes in the use, character or actual design of the site require a re-evaluation of the art work's relationship to the site.
 - E. The art work requires excessive maintenance or has failures of design or workmanship.
- ✚ Procedures for possible deaccessioning of art work shall be initiated by a majority vote of the Kirkland Cultural Council or direction from the City Council. The following describes specific procedures for deaccession or relocation.
 - A. Review of any restriction which may apply to the specific work, based on contract review.
 - B. Assessment of options for storage or disposition of art work, which may include sale, trade, return to the artist, or gift.
 - C. Analysis of reasons for deaccessioning and recommendation to City Council for final decision. The Cultural Council may seek additional information regarding the

art work from the public, the artist, art galleries, curators, appraisers, or other professionals prior to making a recommendation.

Public Art Juries for Commissioned Works of Art

- ✦ The Kirkland Cultural Council may convene a jury to review individual public art memorials or acquisitions. The Council will convene a jury when the public art work to be considered is a commissioned piece and is not an already completed work of art.
- ✦ Candidate jurors will be artists, architects, landscape architects, engineers, urban designers, representatives from the community and art professionals.
- ✦ A jury will be comprised of not less than three and no more than five jurors. The Cultural Council should maintain a list of candidates to facilitate selection.
- ✦ An appointed jury shall not include any City of Kirkland staff, City Council member, or their respective partners or families.
- ✦ A jury shall not ordinarily be comprised of more than 50% membership from the Cultural Council.
- ✦ Proposals for commissioned works shall include:
 - A. Maquette of a three-dimensional work (when appropriate) or complete drawing of a two-dimensional work
 - B. Drawings or photographs that demonstrate the relationship of the artwork to the site
 - C. Material samples for the artwork and any relevant construction materials
 - D. Installation details
 - E. Description of routine maintenance and estimate of maintenance costs
 - F. Approval for the installation and use of site by the appropriate city department(s)
 - G. Artist's resume

RESOLUTION R-5122

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KIRKLAND
RELATING TO THE CITY'S PUBLIC ART POLICY GUIDELINES.

1 WHEREAS, the primary mission of the Cultural Arts Commission
2 is to advise the City Council on public art loans and acquisitions, and to
3 review and recommend projects under the City's "one percent for the
4 arts" program in accordance with Resolution R-4995; and
5

6 WHEREAS, the mission of the Commission is best achieved when
7 guided by adopted Public Art Policy Guidelines with mission, vision and
8 goal statements; and
9

10 WHEREAS, the previous Public Art Policy Guidelines created in
11 2004 were reviewed and updated by the Cultural Arts Commission in
12 March of 2015 to include mission, vision and value statements as well as
13 reformatted, reorganized and streamlined guidelines so that the criteria
14 for public art are clear to the City Council and the larger Kirkland
15 community; and
16

17 WHEREAS, the Cultural Arts Commission recommends that the
18 City Council adopt the updated Public Art Policy Guidelines.
19

20 NOW, THEREFORE, be it resolved by the City Council of the City
21 of Kirkland as follows:
22

23 Section 1. The Public Art Policy Guidelines attached as Exhibit A
24 are adopted as the Public Art Policy Guidelines relating to the City's
25 current and future public art collection.
26

27 Passed by majority vote of the Kirkland City Council in open
28 meeting this ____ day of ____, 2015.
29

30 Signed in authentication thereof this ____ day of ____, 2015.

MAYOR

Attest:

City Clerk

PUBLIC ART POLICY GUIDELINES

Vision

For Kirkland to cultivate a public art collection that invites interaction, fosters a civic identity and community pride. The collection shall be diverse, inspire a sense of discovery, stimulate cultural awareness, and encourage economic development.

Mission

The Cultural Arts Commission curates and advises the City Council on public art acquisitions and loans, and reviews and recommends projects under the City's "one percent for the arts" program.

Goals:

- Curate the growth of a diverse public art collection
- Facilitate exposure to public art
- Encourage community dialogue through public art
- Use public art to reflect the characteristics of the greater Kirkland community
- Determine that the art is appropriate for its location

PUBLIC ART ACQUISITION GUIDELINES

Proposed public art acquisitions shall be reviewed by the Kirkland Cultural Arts Commission with recommendation to the City Council. For a proposed public art acquisition to be sited in a park, a recommendation from the Kirkland Park Board will also be requested. A recommendation will be requested from affected boards, commissions, organizations, and associations when appropriate.

Proposed public art acquisitions will be evaluated on the following:

- A. The quality and aesthetic merit of the art work.
- B. Context in the city collection should be considered with the following criteria:
 - a. Does art work enhance the existing collection or add diversity?
 - b. How does the piece engage the public?
 - c. Are the materials appropriate?
 - d. Is the piece susceptible to vandalism or graffiti?
- C. Coordination with the Park Board or other affected commissions and departments concerning siting, costs of installation, and maintenance of art work.
 - a. Availability of an appropriate site.
 - b. Appropriateness in size, scale, material, form and style for the area in which it is to be placed.
 - c. Condition, durability, installation, and maintenance requirements of the art work.
- D. Donor conditions, if applicable.
- E. If applicable, loaned artwork can be purchased if there is sufficient public support to acquire it via public fundraising.

Other Considerations:

- Whenever appropriate, siting decisions will be determined by a public art jury made up of surrounding neighbors, businesses, or associations (i.e., business, neighborhood) impacted by art work location.
- For a work proposed for loan to the City, the owner or owner's representative will be required to enter into an Art Display Agreement setting forth the length of the loan and other terms such as location, maintenance requirements, insurance, value of art work, installation and removal responsibility, and other conditions pertinent to the agreement.
- Donated or loaned art work will include identifying plaques.
- All donated works become part of the City art collection and, as such, may be relocated.
- Monetary donations to help fund public art acquisitions will be accepted at any time.

TEMPORARY ART EXHIBITS

Objectives

To provide procedures and opportunities for the temporary exhibit of art work in cooperation with art galleries and other organizations to showcase artists, promote awareness and foster education regarding public art in the community. The City currently has several locations and pedestals located in the downtown that provide for the display of temporary public art. Other venues throughout the community, in public facilities and neighborhoods will be encouraged.

Guidelines

- Proposed use of the existing pedestal locations for art work in public parks or right-of-way shall be reviewed by the Kirkland Cultural Arts Commission in coordination with Parks and Community Services for installation assistance (if required) and Public Works for any use permit requirements.
- Art Display Agreements will be required.
- Hosting temporary indoor and outdoor public art exhibits shall be reviewed by the Kirkland Cultural Arts Commission with recommendation to City Council. If appropriate, partnerships with other arts organizations, agencies, and the business community will be encouraged.
- Length of term on loans will be established in artwork loan agreement and reviewed by the commission on an individual basis.

ADDITIONAL MEMORIAL PUBLIC ART CONSIDERATIONS

- Donation of memorial artwork could honor the memory of an event (contemporary or historical), an occasion, an outstanding member of the community, or a similar purpose.
- Proposed memorial public art shall be reviewed by the Kirkland Cultural Arts Commission with recommendation to the City Council. The Kirkland Cultural Arts Commission will work with the donor and the Parks Department to recommend an appropriate site for the work. For proposed memorial public art to be sited in a park, a recommendation from the Kirkland Park Board will also be requested.
- Proposed commissioned memorial art shall not ordinarily honor a living person, unless that person has made a significant and outstanding contribution to the arts or civic service. A waiting period of at least one year should elapse from the time of (1) the initial nomination of the living individual, (2) the passing away of the deceased individual(s) or, (3) the occurrence of the event in order to be eligible for consideration as a commissioned memorial public art work.
- The proponent(s) of commissioned memorial art will approach the Cultural Arts Commission with several ideas for the intended public art. The Cultural Arts Commission will establish a dialogue with the proponents and other affected city departments. As a result of this dialogue, the Cultural Arts Commission will make a recommendation to the City Council. The recommendation may endorse one of the proponent's proposed ideas or may recommend a different design approach or public art location.
- Celebratory gifts may be commemorative in nature, or may mark a life event such as: the birth of a loved one, an anniversary, a graduation, a business, or a celebration of an event or a group.
- Memorials become a part of the City art collection and, as such, may be relocated.

Proposed memorial public art will be evaluated on the following criteria:

- A. The fit of the art work into the overall character of public art already on display throughout the city.
- B. The timeless qualities of the art work, including its significance and appeal to future generations. Memorial proposals honoring individuals or a personal event should be represented in a form that has a broader community interest and moves the viewer to a special experience. Examples include community parks, landscaped gardens and plazas, sculpture and art works, plaques about history or the environment, poetry, fountains, park benches, site furnishings, etc.
- C. The art work's success in expressing the spirit of the person(s) or event to be commemorated.
- D. Memorial artwork should not set a precedent that goes against the criteria outlined above. Artwork should be congruent with the existing collection, its immediate environment and site specific existing artwork.
- E. The artistic merit of the art work.

- F. The proposed location of the art work. The location should be an appropriate setting for the memorial and should not interfere with existing and proposed circulation and use patterns. It is recognized that a particular location may reach a saturation point and it would then be appropriate to consider limitations or a moratorium on future memorial installations at a particular location or area.
- G. The fit in terms of the size, scale, material, form and style for the area in which it is to be placed.
- H. Condition, durability, installation, and maintenance requirements of the art work.

DEACCESSION OF ART WORK

Objectives

To provide procedures for the withdrawal of City owned art work from public display.

Guidelines

- Deaccessioning should be cautiously applied only after careful and impartial evaluation including input from the Kirkland Cultural Arts Commission, art professionals, the public, the artist, and final review and decision by the City Council.
- Deaccessioning of art work may be considered for one or more of the following reasons:
 - A. The condition or security of the art work cannot be reasonably guaranteed in its present location.
 - B. The art work presents a public safety risk.
 - C. The art work is damaged and repair is not feasible.
 - D. Significant changes in the use, character or actual design of the site require a re-evaluation of the art work's relationship to the site.
 - E. The art work requires excessive maintenance or has failures of design or workmanship.
 - F. The art work no longer meets the mission and goals of the Public Art Policy.

RELOCATION OF ARTWORK

Objectives

To provide procedures for the relocation of City owned art work from public display.

- A. The condition or security of the art work cannot be reasonably guaranteed in its present location.
- B. The art work presents a public safety risk.
- C. Significant changes in the use, character or actual design of the site require a re-evaluation of the art work's relationship to the site.
- D. A more suitable location for the artwork has been proposed.

- Procedures for possible deaccessioning or relocation of art work shall be initiated by a majority vote of the Kirkland Cultural Arts Commission or direction from the City Council. The following describes specific procedures for deaccessioning or relocation of artwork.
 - A. Review of any restriction which may apply to the specific work, based on contract review.
 - B. Assessment of options for storage or disposition of art work, which may include sale, trade, return to the artist, or gift.
 - C. Analysis of reasons for deaccessioning and recommendation to City Council for final decision. The Cultural Arts Commission may seek additional information regarding the art work from the public, the artist, art galleries, curators, appraisers, or other professionals prior to making a recommendation.

PUBLIC ART JURIES FOR COMMISSIONED WORKS OF ART

- The Kirkland Cultural Arts Commission may convene a jury to review individual public art memorials or acquisitions. The Commission will convene a jury when the public art work to be considered is a commissioned piece and is not an already completed work of art.
- Candidate jurors can include but will not be limited to: artists, architects, landscape architects, engineers, urban designers, representatives from the community, art professionals and other stakeholders.
- An appointed jury shall not include City Council members, or their partners or families.
- A jury shall not ordinarily be comprised of more than 50% membership from the Cultural Arts Commission.
- Proposals for commissioned works shall include:
 - A. A three-dimensional model (when appropriate) or complete drawing of a two-dimensional work
 - B. Drawings or photographs that demonstrate the relationship of the artwork to the site
 - C. Material samples for the artwork and any relevant construction materials
 - D. Installation details
 - E. Description of routine maintenance and estimate of maintenance costs
 - F. Approval for the installation and use of site by the appropriate city department(s)
 - G. Artist's resume
 - H. Budget and schedule

**CITY OF KIRKLAND**

Department of Parks & Community Services

505 Market Street, Suite A, Kirkland, WA 98033 425.587.3300

www.kirklandwa.gov

MEMORANDUM

To: Kurt Triplett, City Manager

From: Jennifer Schroder, Director
Oskar Rey, Assistant City Attorney

Date: March 26, 2015

Subject: DEED OF RIGHT TO USE LAND FOR PUBLIC OUTDOOR RECREATION PURPOSES

RECOMMENDATION

That the Kirkland City Council authorizes the City Manager to sign a Deed of Right to Use Land for Public Outdoor Recreation ("Deed of Right") as a condition to accepting a grant from the Washington State Recreation and Conservation Office ("RCO") in the amount of \$500,000.00 for the acquisition of the Cross Kirkland Corridor.

BACKGROUND DISCUSSION

On April 17, 2012, the City Council approved Resolution R-4917 authorizing staff to submit an application to RCO for Washington Wildlife and Recreation Program (WWRP) grant assistance for the acquisition of the Cross Kirkland Corridor ("CKC"). The City's request for a \$500,000 grant for acquisition was approved by the RCO funding committee in July, 2013.

The WWRP grant program for trail facility acquisitions requires a 50/50 match. In addition, in consideration of accepting grant funds for acquisition RCO requires that the property be dedicated for public outdoor recreation purposes, and be permanently retained and maintained for such use.

Since July 2013, staff has been working with RCO to fulfill the RCO due diligence requirements to ensure the acquisition is eligible for the grant funds. The RCO office has thoroughly reviewed the acquisition records as well as documents related to title insurance, environmental assessments and a review appraisal, among other things. The final step in the process is to record a Deed of Right memorializing that the public has the right to use a portion of the CKC for trail purposes.

City staff had extensive discussions with RCO staff about the form of the Deed of Right. This grant is different from most RCO grants in the sense that it involves a railbanked rail corridor, and the Deed of Right is supposed to cover only a portion of it. The CKC is 100 feet wide in most locations. Since the grant is for \$500,000 with a \$500,000 match from the City, and the

CKC was purchased for \$5,000,000, the Deed of Right is drafted so that it covers a 20 foot width of the CKC (approximately 20% of the CKC).

In addition, the 20 foot width covered by the Deed of Right could not be a fixed 20 foot width because the pedestrian trail location may change over time. Accordingly, City staff and RCO staff agreed to the concept of a "floating" 20 foot width that acknowledges possible changes in alignment in the future. Future trail alignment changes are permitted so long as a 20 foot portion of the CKC is being used for trail purposes.

The Deed of Right document itself is a form created by the Washington Attorney General's Office for RCO. Special acknowledgements and conditions to the Deed of Right are set forth in Exhibit C to the Deed of Right (see page 10). The special conditions include:

- An acknowledgement that the Deed of Right covers a "floating" 20 wide portion of the CKC called the "Trail Area;"
- A statement that the Deed of Right is subject to existing easements and encumbrances of record;
- A statement that different uses of the CKC outside the Trail Area are permitted;
- A statement that the CKC is railbanked pursuant to the federal Rails to Trails Act and subject to reactivation for freight rail service;
- An acknowledgement that the City has already constructed a public recreational trail on the Trail Area;
- A statement that the City may realign the Trail Area to accommodate other uses on the CKC.

Finally, the Deed of Right excludes a section of the CKC between NE 104th Street and 111th Avenue NE, which is approximately 500 linear feet. The City's due diligence records indicate that there may be some environmental contamination in that area. The possible contamination does not impact the City's intended use of the CKC in that area. However, RCO policies preclude it from awarding grants in such instances. Accordingly, RCO and City staff agreed to exclude that area from the Deed of Right. This exclusion does not impact the amount or terms of the grant.

RESOLUTION R-5123

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KIRKLAND AUTHORIZING THE CITY MANAGER TO EXECUTE A DEED OF RIGHT TO USE LAND FOR PUBLIC OUTDOOR RECREATIONAL PURPOSES FOR PORTIONS OF THE RAILBANKED RAIL CORRIDOR COMMONLY KNOWN AS THE CROSS KIRKLAND CORRIDOR.

1 WHEREAS, the City of Kirkland ("City") was awarded a grant from
2 the Washington State Recreation and Conservation Office ("RCO") in the
3 amount of \$500,000 for acquisition costs associated with the Cross
4 Kirkland Corridor ("CKC"); and
5

6 WHEREAS, as a condition of awarding the grant, RCO requires that
7 the City enter into a Deed of Right to Use Land for Public Outdoor
8 Recreational Purposes ("Deed of Right") that reserves the ability of the
9 public to use a "floating" 20 foot wide portion of the CKC for recreational
10 trail purposes ("Trail Area"); and
11

12 WHEREAS, the current interim trail on the CKC complies with the
13 RCO requirements for recreational trails; and
14

15 WHEREAS, the Deed of Right provides the City with the ability to
16 move or realign the Trail Area within the CKC so long as the City maintains
17 a 20 foot wide area within the CKC as a recreational trail; and
18

19 WHEREAS, the City may use portions of the CKC outside the Trail
20 Area for other purposes; and
21

22 WHEREAS, it is in the City's interests to enter into the Deed of
23 Right;
24

25 NOW, THEREFORE, be it resolved by the City Council of the City of
26 Kirkland as follows:
27

28 Section 1. The City Manager is authorized and directed to execute
29 on behalf of the City of Kirkland a Deed of Right substantially similar to
30 that attached as Exhibit "A", which is entitled "Deed of Right to Use Land
31 for Public Outdoor Recreational Purposes."
32

33 Passed by majority vote of the Kirkland City Council in open
34 meeting this ____ day of _____, 2015.
35

36 Signed in authentication thereof this ____ day of _____, 2015.

MAYOR

Attest:

City Clerk

Upon Recording, Please Return To:
Washington State Recreation and Conservation Office
PO Box 40917
Olympia, WA 98504-0917
Attn: Adam Cole, Grants Manager
360-902-3019
adam.cole@rco.wa.gov

**DEED OF RIGHT TO USE LAND FOR
PUBLIC OUTDOOR RECREATION PURPOSES**

Grantor: City of Kirkland

Grantee: STATE OF WASHINGTON, acting by and through the WASHINGTON STATE RECREATION AND CONSERVATION FUNDING BOARD and the WASHINGTON STATE RECREATION AND CONSERVATION OFFICE, including any successor agencies

Abbreviated
Legal

Description: That portion of the BNSF Railway Company's former Woodinville to Kennydale Washington Branch line right-of-way (also known as the Seattle Belt Line and the Lake Washington Belt Line) lying within portions of NE 1/4 and NW 1/4, Sec. 20; SW 1/4 and NW 1/4, Sec. 17; SW 1/4, NW 1/4 and NE 1/4, Sec. 8; SE 1/4 and NE 1/4, Sec. 5; all in Twp. 25 N., Rge. 5 E., W.M.; and portions of the SE 1/4, Sec. 32; SW 1/4 and NW 1/4, Sec. 33; SW 1/4, SE 1/4, and NE 1/4, Sec 28; all in Twp. 26 N., Rge. 5 E., W.M. City Of Kirkland, County of King, State of Washington. (More particularly described in Exhibit "A" (Legal Description) and as depicted in Exhibit "B" (Property Map)),



Assessor's Property Tax Parcel Number(s):

2826059027 (portion); 3326059024; 3226059030 (portion); 3982701763;
3886903065; 0525059033; 0825059059; 1725059053; 2025059276.

Reference Numbers of Documents Assigned or Related: Quit Claim Deed recorded in King County Washington 20120413001315

The Grantor enters this Deed for and in consideration of monies coming in whole or in part from the Washington Wildlife and Recreation Program's Outdoor Recreation Account - Trails Category. Such grant is made pursuant to the Project Agreement entered into between the Grantor and the Grantee entitled Cross Kirkland Corridor, Project Number 12-1392 signed by the Grantor on the 5th day of November 2013 and the Grantee the 13th day of November 2013 with supporting materials which are on file with the Grantor and the Grantee in connection with the Project Agreement.

The Grantor hereby conveys Real Property (also known as the "Trail Area") as described in Exhibit A and Exhibit B, subject to Special Acknowledgements and Conditions contained in Exhibit C, and grants to the Grantee as the representative of the people of the State, the right to enforce the following duties:

1. The Grantor shall take such reasonable and feasible measures as are necessary to protect the Real Property as described in Exhibit A: Legal Description for recreational trail and trail related facilities and purposes, consistent with the Project Agreement, so as to provide public access to outdoor recreation opportunities in perpetuity and protect public outdoor recreation and park resources.
2. The Grantor shall allow public access to the Real Property as provided in the Project Agreement. Such access shall be subject to the restrictions allowed under the Project Agreement, by written agreement with the Grantee, or under state law. This provision is not intended to prevent reasonable access or use restrictions that are necessary for safe and effective management of the property consistent with outdoor recreation purposes and the Project Agreement.
3. The Grantor shall provide access to the Grantee to inspect the Real Property for compliance with the terms of this Deed and the applicable Project Agreement to which the Grantor is a signatory. Such access shall be subject to the restrictions, if any, allowed under the Project Agreement, by written agreement with the Grantee, or under state law. The Grantor warrants it has and shall maintain the legal right and means to reach the property.



4. Without the prior written consent of the Grantee or its successors, through an amendment to the Project Agreement or the process set forth below, the Grantor shall not use or allow any use of the Real Property (including any part of it) that is inconsistent with the recreation purposes herein granted and as stated in the Project Agreement. The Grantor shall also not grant or suffer the creation of any property interest that is inconsistent with the recreation purposes herein granted and as stated in the Project Agreement.

Grantee's consent to an inconsistent use or property interest under this Deed shall be granted only to the extent permitted by law and upon the following three conditions, which ensure the substitution of other eligible land. The conditions are: (1) the substitute recreation land must be of reasonably equivalent usefulness and location for the public outdoor recreation purposes as the Real Property prior to any inconsistent use; (2) the substitute recreation land must be of at least equal fair market value to the Real Property at the time of Grantee's consent to the inconsistent use; and (3) the fair market value of the Real Property at the time of the Grantee's consent to the inconsistent use shall not take into consideration any encumbrances imposed on or alterations made to that land as a result of the original state grant and other grants if such encumbrances or alterations reduce the value of the Real Property from what it would be without them.

For purposes of this Deed the Project Agreement includes any amendments thereto that occur prior or subsequent to the execution of this Deed.

This Deed contains covenants running with the land and shall be binding upon the Grantor, its successors and assigns, and upon any person acquiring the Real Property, or any portion thereof, or any interest therein, including a leasehold interest, whether by operation of law or otherwise. If the Grantor sells all or any portion of its interest, the new owner of the Real Property or any portion thereof (including, without limitation, any owner who acquires its interest by foreclosure, trustee's sale or otherwise) shall be subject to applicable covenants and requirements under the Deed.

This Deed may not be removed or altered from the Real Property unless specific approval has been granted by the Washington State Recreation and Conservation Office and/or the Washington State Recreation and Conservation Funding Board or its successors.

The Washington State Recreation and Conservation Office and the Washington State Recreation and Conservation Funding Board and/or its successors shall each have a separate and independent right to enforce the terms of this deed.

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EXHIBIT A Legal Description

A strip of real property also known as the "Trail Area," 20 feet wide floating within and throughout the entire length of the real property known as the Cross Kirkland Corridor property, except for an "Excluded Area" residing on that portion of Parcel 3226059030 (approximately 500 linear feet) beginning at the north edge of the public right of way of NE 104th St to the eastern edge of the public right of way for 111th Ave NE situated in the City of Kirkland.

The Cross Kirkland Corridor property is described as:

That portion of Sections 5, 8, 17 and 20, Township 25 North, Range 5 East, W.M. and Sections 28, 32 and 33, Township 26 North, Range 5 East, W.M., in King County, Washington, lying within the eight (8) tracts of land described as follows:

Tract 1

That portion of that certain 100.0 foot wide Branch Line right of way, being 50.0 feet on each side of said Main Track centerline, as now located and constructed upon, over and across the S½,NE¼ and the NW¼,SE¼ and the SW¼ of Section 28, the W½,NW¼ and the NW¼,SW¼ of Section 33, the SE¼ of Section 32, all in Township 26 North, Range 5 East, W.M., bounded on the East by a line that is parallel with and 42.00 feet west of, when measured at right angles to, the centerline of 132nd Avenue NE (aka Slater Avenue NE or 132nd Place NE) as surveyed under King County Survey No. 28-26-5-19 and bounded on the South by South line of said SE¼ of Section 32, **EXCEPTING THEREFROM**, that certain tract of land described in Deed dated February 24, 1998 from The Burlington Northern and Santa Fe Railway Company to ANT, LLC recorded May 22, 1998 as Document No. 9805260805, records of King County, Washington; **ALSO EXCEPTING THEREFROM**, that certain tract of land described in Special Warranty Deed dated February 24, 1998 from The Burlington Northern and Santa Fe Railway Company to ANT, LLC recorded July 30, 1998 as Document No. 9807301468, records of King County, Washington, **ALSO EXCEPTING THEREFROM**, that certain tract of land described in Special Warranty Deed dated February 24, 1998 from The Burlington Northern and Santa Fe Railway Company to ANT, LLC recorded May 22, 1998 as Document No. 9805260791, records of King County, Washington, **ALSO EXCEPTING THEREFROM**, that certain tract of land described in Correction Quitclaim Deed dated January 6, 2000 from The Burlington Northern and Santa Fe Railway Company to ANT, LLC recorded February 11, 2000 as Document No. 20000211000454, records of King County, Washington;

Tract 2

That portion of that certain 100.0 foot wide Branch Line right of way in the City of Kirkland, Washington, being 50.0 feet on each side of said Main Track centerline, as now located and constructed, upon, over and across Blocks 3, 4, 5, 6, 11, 12, 13, 14, 18, 19, 23, 24, 25 and 26, the vacated alley between Blocks 13 and 14, and vacated Arlington Avenue between Blocks 14 and 19, as said Blocks and Streets are shown on plat of Lake Avenue Addition to Kirkland as recorded in Volume 6 of Plats, Page 86, Records of said King County, together with any right title and interest, if any to those portions of Victoria Avenue, Harrison Avenue, Moreton Avenue, Jefferson Avenue, and Washington Avenue and Maple Street and alleys within said Blocks which lie within said 100.0 feet wide Branch Line right of way, **EXCEPTING THEREFROM**, that portion of Lot 3; Block 5, Lake Avenue Addition to Kirkland, according to the official plat thereof in the office of the Auditor of King County, Washington lying between two lines drawn parallel with and distant, respectively, 34.0 feet and 50.0 feet Westerly of, as measured at right angles from The Burlington Northern and Santa Fe Railway Company's (formerly Northern Pacific Railway) Main Track centerline as now located and constructed upon, over, and across said Block 5;



Tract 3

That portion of that certain 100.0 foot wide Branch Line right of way in the City of Kirkland, Washington, being 50.0 feet on each side of said Main Track centerline, as now located and constructed, upon, over and across Blocks 220, 223, 224, 232, 233, 238, and 241 as said Blocks are shown on the Supplementary Plat to Kirkland as filed in Volume 8 of Plats at Page 5, records of said King County, together with any right title and interest, if any to those portions of Massachusetts Avenue, Madison Avenue, Michigan Avenue, Olympia Avenue, Piccadilly Avenue, Cascade Avenue, Clarkson Avenue, Fir Street, and alleys within said Blocks which lie within said 100.0 foot wide Branch Line right of way;

Tract 4

That portion of Lots 1, 2, 4, 37, and all of Lots 3, 38, and 39, Block 227 as said Lots and Blocks are shown on the Supplementary Plat to Kirkland as filed in Volume 8 of Plats, at Page 5, records of said King County, which lie Northeasterly of a line parallel with and distant 50 feet Southwesterly from measured at right angles to said Railway Company's Main Track centerline as now located and constructed and Southwesterly of a line parallel with and distant 50 feet Northeasterly from, measured at right angle to said Railway Company's Main Track centerline as originally located and constructed;

Tract 5

That portion of that certain 100.0 foot wide Branch Line right of way, being 50.0 feet on each side of said Main Track centerline; as now located and constructed upon, over and across the SE $\frac{1}{4}$, SE $\frac{1}{4}$ of Section 5, NW $\frac{1}{4}$, NE $\frac{1}{4}$ and the E $\frac{1}{2}$, NW $\frac{1}{4}$ and the E $\frac{1}{2}$, SW $\frac{1}{4}$ of Section 8, all in Township 25 North, Range 5 East, W. M., bounded on the North by the South right of way line of Clarkson Avenue, City of Kirkland, Washington, and bounded on the West by the West line of said E $\frac{1}{2}$, SW $\frac{1}{4}$ of Section 8, **EXCEPTING THEREFROM**, that certain tract of land described in Special Warranty Deed dated February 24, 1998 from The Burlington Northern and Santa Fe Railway Company to ANT, LLC recorded May 22, 1998 as Document No. 9805260787, records of King County, Washington, **ALSO EXCEPTING THEREFROM**, that certain tract of land described in Correction Quitclaim Deed dated May 15, 1999 from The Burlington Northern and Santa Fe Railway Company to ANT, LLC recorded August 5, 1999 as Document No. 19990805001402, records of King County, Washington, **ALSO EXCEPTING THEREFROM** that certain tract of land described in Deed dated February 24, 1998 from The Burlington Northern and Santa Fe Railway Company to ANT, LLC recorded July 28, 1998 as Document No. 9807281544, records of King County, Washington,

Tract 6

That certain 0.23 acre tract of land described in deed dated July 15, 1903 from Samuel F. French to Northern Pacific Railway Company recorded August 8, 1903 in Book 361 of Deeds, Page 249, records of King County, Washington, said 0.23 acre tract being described in said deed for reference as follows:

"Commencing at a point in the east line of Lot four (4), Section eight (8), Township twenty-five (25) North, Range five (5) east, W.M., that is 395 feet north of the southeast corner of said lot, and running thence west parallel with the south line of said Lot four (4) 67 feet, more or less, to a point that is 50 feet distant from, when measured at right angles to, the center line of the proposed Seattle Belt Line Branch of the Northern Pacific Railway Company as the same is now located, staked out and to be constructed across said Section eight (8); thence running northeasterly parallel with said railway center line 200 feet; thence westerly at right angles to said railway center line 30 feet; thence northeasterly parallel with said railway center line, and 80 feet distant therefrom, 130 feet, more or less, to the east line of said Lot four (4); thence south along said east line of said lot four (4) 322 feet, more or less, to the point of beginning; containing 0.23 acres, more or less.";



Tract 7

That certain strip of land described in deed dated March 3, 1904 from Seattle and Shanghai Investment Company to Northern Pacific Railroad Company recorded March 9, 1904 in Book 387, Page 243, records of King County, Washington, said strip being described in said deed for reference as follows:

"A strip of land Two Hundred twenty-five (225) feet in width across that certain parcel of land designated as Tract "B" in deed from the Kirkland Land and Improvement Company to H.A. Noble, dated July 13, 1899 of record in the Auditor's office of King County, Washington in Volume 245 of Deeds, at page 41, reference thereto being had. Said strip of land hereby conveyed, having for its boundaries two lines that are parallel with and respectively distant One Hundred (100) feet easterly from, and One Hundred Twenty-Five (125) feet westerly from, when measured at right angles to, the center line of the Seattle Belt Line branch of the NORTHERN PACIFIC RAILWAY COMPANY, as

"A strip of land Two Hundred twenty-five (225) feet in width across that certain parcel of land designated as Tract "B" in deed from the Kirkland Land and Improvement Company to H.A. Noble, dated July 13, 1899 of record in the Auditor's office of King County, Washington in Volume 245 of Deeds, at page 41, reference thereto being had. Said strip of land hereby conveyed, having for its boundaries two lines that are parallel with and respectively distant One Hundred (100) feet easterly from, and One Hundred Twenty-Five (125) feet westerly from, when measured at right angles to, the center line of the Seattle Belt Line branch of the NORTHERN PACIFIC RAILWAY COMPANY, as

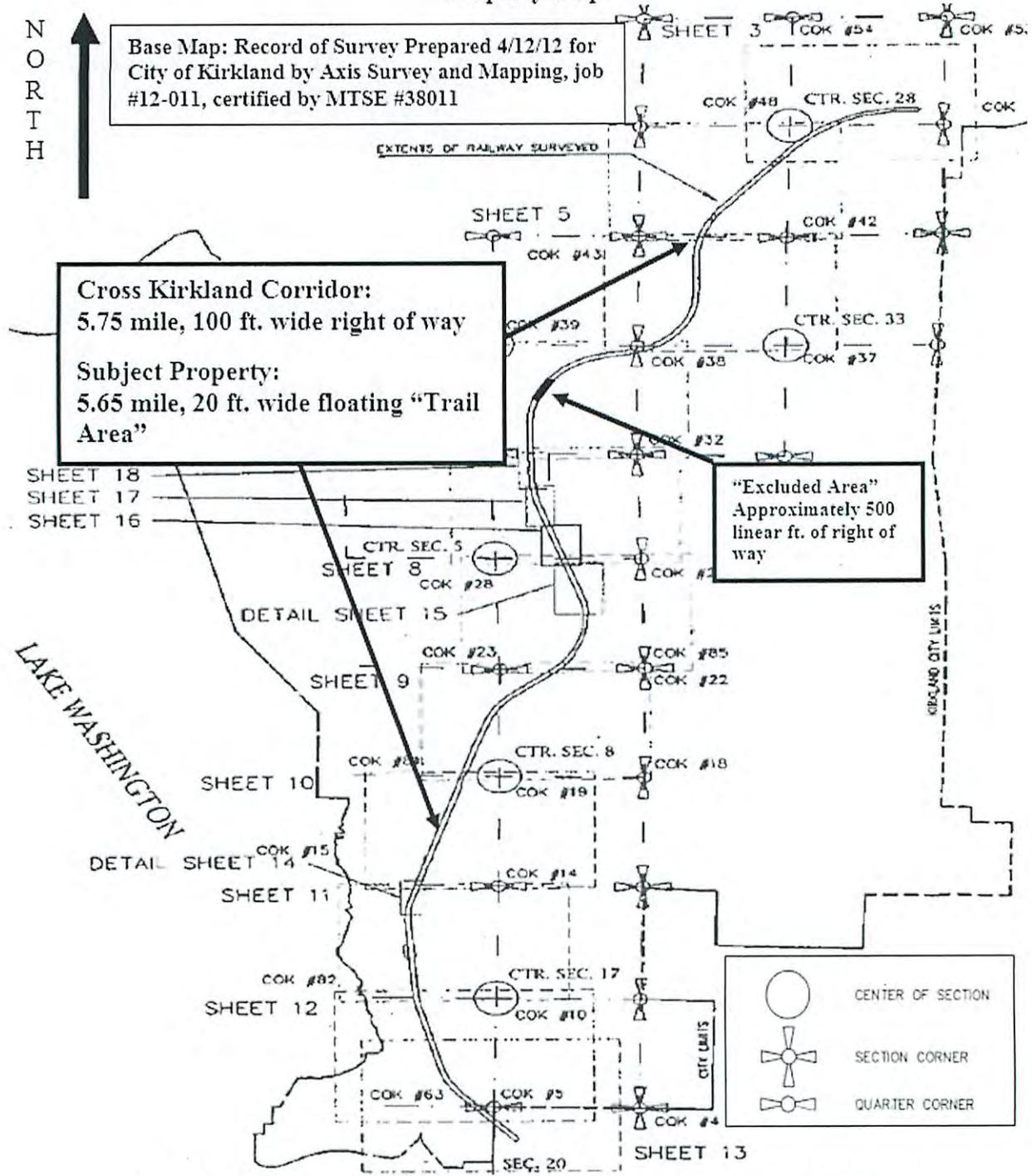
the same is now constructed and located across said Tract "B", which said Tract "B" is located in Section 17, Township 25 North, Range 5 East, Willamette Meridian";

Tract 8

That portion of that certain 100.0 foot wide Branch Line right of way, being 50.0 feet on each side of said Main Track centerline, as now located and constructed, upon, over and across Government Lot 4 of Section 8, Government Lots 1, 2, and 3 and the E $\frac{1}{2}$,SW $\frac{1}{4}$ of Section 17, and the NE $\frac{1}{4}$,NW $\frac{1}{4}$ and the NE $\frac{1}{4}$ of Section 20, all in Township 25 North, Range 5 East, W.M., bounded on the North by the South line of that certain herein above described 0.23 acre tract of land described in deed dated July 15, 1903 from Samuel F. French to Northern Pacific Railway Company recorded August 8, 1903 in Book 361 of Deeds, Page 249, records of King County, Washington and the East line of said Government Lot 4 of Section 8, and bounded on the South by the westerly margin of 108th Avenue NE as described in the Quit Claim Deed from State of Washington to the City of Bellevue recorded under Recording Number 9303190367, records of said King County, together with such additional widths as may be necessary to catch the slope of the fill in N $\frac{1}{2}$ of said Government Lot 2, Section 17 as delineated in the 7th described parcel in deed dated June 20, 1903 from Kirkland Land and Improvement Company to Northern Pacific Railway Company recorded June 26, 1903 in Book 352, Page 582, records of King County, Washington. **EXCEPTING THEREFROM**, that portion of said 100.0 foot wide right of way lying within said hereinabove described parcel of land designated as Tract "B" in deed from the Kirkland Land and Improvement Company to H.A. Noble dated July 13, 1899 of record in the Auditor's office of King County, Washington in Volume 245 of Deeds, at page 41.

(Tracts 1 – 8 being a portion of the parcel of land conveyed by BNSF Railroad Company to the Port of Seattle by Quit Claim Deed recorded under Recording Number 20091218001535, records of said King County.)

EXHIBIT B Property Map



RCO Project #12-1392 "Cross Kirkland Corridor", City of Kirkland
Map prepared by RCO, Adam Cole 3/9/15



EXHIBIT C.
Special Acknowledgements and Conditions

Grantor and Grantee acknowledge that this Deed of Right covers the Real Property (also known as the "Trail Area"), which is a "floating" 20 foot wide portion of the "Cross Kirkland Corridor," to be used for trail purposes, and that different uses of the Cross Kirkland Corridor outside the Trail Area are not prohibited by this Deed of Right. The Real Property and Cross Kirkland Corridor are subject to existing easements and encumbrances of record.

Grantor and Grantee acknowledge that the Trail Area is located within a rail-banked rail corridor pursuant to the federal Rails to Trails Act (16 USC 1241 et. seq.) and this area is subject to reactivation for freight rail service. In the event any portion of the Real Property is reactivated for freight rail service, the Grantor shall make good faith efforts to preserve existing recreational trail uses within the corridor while accommodating reactivated freight rail uses.

Grantor and Grantee acknowledge that upon signing this Deed of Right, the Grantor has constructed a public recreational trail on the Trail Area. Grantor may realign this trail to accommodate other uses in the Cross Kirkland Corridor and that this will not in itself constitute an "inconsistent use or property interest" under Section 4 of this Deed of Right, provided that the Grantor continue to maintain a 20 foot wide Trail Area.



CITY OF KIRKLAND

Department of Finance & Administration
123 Fifth Avenue, Kirkland, WA 98033 425.587.3100
www.kirklandwa.gov

MEMORANDUM

To: Kurt Triplett, City Manager

From: Barry Scott, Purchasing Agent

Date: April 9, 2015

Subject: REPORT ON PROCUREMENT ACTIVITIES FOR COUNCIL MEETING OF APRIL 21, 2015.

This report is provided to apprise the Council of recent and upcoming procurement activities where the cost is estimated or known to be in excess of \$50,000. The "Process" column on the table indicates the process being used to determine the award of the contract.

The City's major procurement activities initiated since the last report, dated March 26, 2015, are as follows:

	Project	Process	Estimate/Price	Status
1.	Community Outreach Support – North Kirkland Fire Station Siting	Contract Amendment	\$69,544 (Total amount of amended contract)	Second amendment to contract for Neighborhood Outreach Services with EnviroIssues of Seattle increases total contract amount by \$22,733 from \$46,811 to \$69,544.
2.	2015 Annual Striping Program	Invitation for Bids	\$215,000 - \$240,000	IFB to be advertised on 4/14 with bids due on 4/28.
3.	Stormwater Pond Fencing	Job Order Contract	\$80,956	Work Order issued to Saybr Contractors of Tacoma.
4.	Forbes Creek Bridge Seismic Retrofit	Invitation for Bids	\$600,000 - \$750,000	IFB to be advertised on 4/15 with bids due on 5/6.
5.	Sound Attenuation at KJC	Job Order Contract	\$158,900.43	Work Order issued to Saybr Contractors of Tacoma.

Please contact me if you have any questions regarding this report.



CITY OF KIRKLAND
City Manager's Office
 123 Fifth Avenue, Kirkland, WA 98033 425.587.3001
 www.kirklandwa.gov

MEMORANDUM

To: Kurt Triplett, City Manager
From: Lorrie McKay, Intergovernmental Relations Manager
Date: April 13, 2015
Subject: 2015 LEGISLATIVE UPDATE #7

RECOMMENDATION:

Council should receive its seventh update on the 2015 legislative session.

BACKGROUND DISCUSSION:

This memo reflects an update of the City's legislative interests as of April 13. At the writing of this memo, the legislature had concluded its thirteenth week of the 2015 State Legislative Session.

Remaining Session Cutoff Calendar

- **April 15** is the last day to consider opposite house bills (5 p.m.) (*except initiatives and alternatives to initiatives, budgets and matters necessary to implement budgets, differences between the houses, and matters incident to the interim and closing of the session*).
- **April 26** is the last day allowed for regular session under state constitution.

Council's Legislative Committee

The Council's Legislative Committee (Mayor Walen, Councilmember Asher and Councilmember Marchione) meets weekly throughout the session on Friday's at 3:30pm. The Legislative Committee met on April 10. While the attached status update of the City's 2015 legislative priorities (Attachment A) is dated April 10, the narrative below reflects the status update as of mid-day Monday, April 13.

Status Summary of the City's 2015 legislative priorities

- State and local transportation revenue:
 The Senate bills related to transportation revenue (SB 5987) and appropriations (SB 5988), which passed the Senate on March 2, were heard in the House Transportation Committee on March 26. These bills are scheduled for executive session in House Transportation on Tuesday, April 14 and House Strikers of the bill were released to the public today (April 13). Staff and consultants will watch amendments closely proposed at Tuesday's executive session.

The House proposal spends \$15.1 Billion over 16 years while the Senate's proposal spends \$13.9 Billion over the same period. For quick glance comparison of the House and Senate proposals, the AWC's matrix is attached (Attachment B).

Items included in the House proposal of directly related to Kirkland’s 2015 Legislative Priorities are:

- ✓ \$1.6 Billion for SR 520 Seattle Corridor Improvements (Senate proposal \$1.5 Billion)
- ✓ \$75 Million for the NE 132nd St. Ramps project (Highway Improvements Program)
- ✓ \$1.86 Million for the NE 52nd Street Sidewalk Improvement Project (Pedestrian and Bicycle Safety Projects) NOTE: this project was also funded in the Senate Capital Budget
- ✓ ST3 Revenue Authority at \$15 Billion, as originally requested by Sound Transit. (Senate propose \$11B)
- ✓ Language in the bill stating that Sound Transit “may use the revenues from such taxes or tax increases to provide regional trails that directly connect to the systems described in this subsection.”
- ✓ Direct Distributions to Cities:

House proposed	Senate proposed
Estimate for Kirkland - \$205,692/yr for 16 yrs \$216.5 million from gas tax revenues. Distributions in statute, NOT subject to appropriation. (Total local distribution of \$433M split 50% cities / 50% counties)	Estimate for Kirkland - \$139,639/yr for 16 yrs \$140 million from Multimodal Account (not gas tax revenues). Distributions would be subject to on-going budget appropriations. (Total local distribution of \$375M split 37% cities / 63% counties)

Sources: Senate and House Committee Staff (Attachment C)

Other items of interest to Kirkland in the House proposal include:

- \$5 Million for Wilburton Reconnection Project (Pedestrian and Bicycle Safety Projects). This item is on the City’s 2015 Legislative Support Items Agenda. Since August of 2014, Council and staff have worked collaboratively with the owners of the Eastside Rail Corridor to advocate for this funding request. As part of the RAC 2015 Work Plan, efforts have included numerous tours along the full 42 mile corridor, meetings with WDOT leadership and most recently, an early March open-house event in Olympia.
- \$5.5 Million for "bike share expansion" in Kirkland, Bellevue, Redmond (Transit Projects).

Assuming the House Transportation Committee move the revenue (SB 5987) and appropriations (SB 5988) bills out of committee on April 14, staff understand that both bills will park in the House Rules Committee while members from each chamber work on negotiating a final bill. This could happen by April 26 or, the option of convening a special session remains on the table for completing this work.

- \$75M for the next phase of the I-405 / NE 132nd Interchange ramp:

As reported in previous updates, the I-405 / NE 132nd Interchange ramp project was not included on the project list in the Senate’s transportation revenue package. However, this project was included on the project list released by the House Transportation Committee on Monday, April 13. As mentioned, SB 5988 is scheduled for executive session Tuesday, April 14. Staff and consultants will watch amendments closely to determine any changes or effects on the NE 132nd Interchange project.

Also on Monday, April 13, the Council’s Legislative Committee and Totem Lake Stakeholders met with the editor of the Kirkland Reporter to discuss the I-405 / NE 132nd Interchange project in detail.

- Continued state financial assistance and other tools that further the development of the CKC:

No update

- Capital budget funding for multimodal safety investments:

While the House proposed capital budget did not include any of the City's project requests, the Senate's proposed capital budget, released April 8, does contain the Kirkland's funding request of \$1,069,000 for NE 52nd Street Sidewalk Improvements. The project will complete the design and construction of a 1/3 mile pedestrian and bicycle connections between the Cross Kirkland Corridor (CKC), and existing pedestrian and bicycle improvements on 108th Avenue NE as well as Lake Washington Boulevard. (Attachment D)

- Flexibility to site marijuana retail facilities and revenue sharing with cities that allow retail facilities:

HB 2136, relating to comprehensive marijuana market reforms (Rep. Carlyle), contains the cities siting flexibility language. 2136 also contains revenue sharing language, although there were concerns with a provision in this bill capping revenue to cities as well as a provision to sunset 2022. The bill passed the House on April 10 (67 yeas to 28 nays with 3 excused). There were several amendments adopted including some aimed at cities. An amendment to remove the sunset was adopted, which is good news but the cap remains. The House addressed the funding distribution model with an amendment that is a hybrid approach. It keeps the distribution just to jurisdictions with retailers until the State General Fund reaches the \$25M threshold (likely to take effect in FY 2018) and then transitions to the AWC preferred city county method. Finally, an amendment to require a public vote before a city can ban was adopted. ESSHB 2136 will now head to the Senate.

On the Senate side, SB 6062, relating to marijuana (Sen. Hill) was heard, amended and passed by the Senate (26 yeas to 22 nays with 1 excused) the week of March 27. The bill provides for an ongoing, flat amount of \$6 million per year for local government in excise tax revenue and it uses the AWC's preferred revenue distribution method. The bill was amended to allow jurisdictions that ban marijuana businesses to be eligible to receive local government distributions from the marijuana excise tax. While 6062 does not include a sunset date, it does sweep almost all other marijuana revenue into the Education Legacy Trust Account, rather than spending it in the way that was prescribed in initiative 502. ESSB 6062, concerning marijuana regulations (revised for 1st Substitute) was referred to the House Finance Committee on April 7.

NOTE: Proposals to share marijuana excise tax revenue have been included in both House and Senate Operating Budgets that were released March 27 and March 31 respectively. Both budgets propose sharing \$6 million per year with cities and counties.

The AWC is advocating for 10% of the total marijuana excise tax revenue be shared with local governments.

Other marijuana related bills were passed on April 10.

SSSB 5052, establishing the cannabis patient protection act passed the House (60 yeas – 36 nays with 2 excused). 5052 is the bill that addresses the harmonizing of the medical marijuana market with the recreational marijuana market this session.

SB 5121, establishing a marijuana research license was passed by the House (95 yeas – 0 nays with 3 excused).

- Additional Sound Transit revenue authority and that such authority may also be used to fund trail development and alternative transportation along the Eastside Rail Corridor:

The Senate's transportation budget proposal includes ST3 funding at \$11 Billion. The House proposal authorizes \$15 Billion, as originally requested by Sound Transit. Further, the House transportation budget proposal includes language in the bill stating that Sound Transit "may use the revenues from such taxes or tax increases to provide regional trails that directly connect to the systems described in this subsection."

- Allow both the state and local governments the option of replacing the property tax cap:

No update

BILL TRACKING AND THE BILL TRACKER:

The City's updated "bill tracker" report is attached (Attachment E).

Bills of Concern

- HB 5921 ("Vesting bill") did not move out of the House Judiciary Committee following its hearing on March 25. It appears dead for this session.

2015-17 BIENNIAL BUDGET PROPOSALS:

As of the writing of this memo all proposed elements of the 2015-17 Biennial Budget are nearly in place in preparation for negotiations between the chambers. The AWC's updated comparison matrix on the various budget proposals is attached. (Attachment F)

House Democrats released their 2015-17 state operating budget proposal (HB 1106) and their capital budget (HB 1115) on Friday, March 27. The \$38.8 billion biennial budget proposal relies on raising nearly \$1.5 billion in new revenue to help address McCleary. As mentioned above, Kirkland's none of Kirkland's capital budget requests were included in the House Capital budget's project list.

While the Senate released and heard its 2015-17 state operating budget proposal (SB 5077) on March 31, the bill was not passed until April 6. According to the AWC, the Senate proposal uses existing revenue, spending cuts, and fund transfers to fund their \$37.8 billion budget proposal. AWC is concerned about a number of proposed cuts to city revenue and programs.

Specifically, the Senate's two year budget proposal:

- Reduces (by \$25 million) city and county liquor tax revenue allocated by statute ... by continuing the 50% reduction in local liquor taxes from last biennium.
- Takes nearly \$10 million from the Fire Insurance Premium Tax distributed to 44 cities with LEOFF 1 obligations.
- Sweeps (or pulls) \$200 million from the Public Works Trust Fund.
- Like the House proposal, it provides local governments with \$12 million in marijuana excise tax revenues; and it
- Does NOT lift the cap on the city share of liquor profits.

The AWC estimates that Kirkland would lose nearly \$591,723 over the biennium from the proposed reductions to liquor taxes (\$370,275) and the proposal to redirect the Fire Insurance Premium tax distributions to cities (\$221,448 directly from the general fund).

The Senate's proposed capital budget was heard on April 8 (a Striking Amendment HB 1115) on April 8. The bill, which does a lot of good for cities in general and Kirkland specifically, was sent to Rules where it was placed on second reading on April 13.

For Kirkland, as noted previously in this memo, the Senate's capital budget proposal includes the City's funding request for NE 52nd Street Sidewalk Improvements connecting to the Cross Kirkland Corridor is funded at \$1,069,000. Also funded in the Senate's capital budget proposal is the Kirkland Performing Arts Center - Capital Improvements Project at \$48,000.

The AWC notes "the most confusing aspect of the budget was how the Senate handled the Public Works Trust Fund (PWTF) loan list." (Attachment G) Instead of funding loans, the proposal funded a list of local government infrastructure grants. This list substantially overlaps with the Governor's loan list and includes other local government projects. According to the AWC, the rest of the loan list is either funded

through toxic clean-up projects or referred to one of the state revolving funds. The state revolving funds received an increased appropriation to accommodate those projects.

Importantly, the Senate also included \$140 million in bond proceeds to backfill the funds swept from the PWTF, ensuring that current projects in the pipeline are not canceled. This means that PWTF funding for Kirkland's NE 80th Street Sewer Main and Water Main Replacement project is safe. The larger question, as pointed out by the AWC, is what this grants instead of loans approach means for the future of the PWTF.

The Senate proposal included more funds for toxic clean-ups and the Centennial Clean Water Grant program than the House. The Housing Trust Fund in both the Senate and House is comparable. A disappointment is that the stormwater grants are about half of the House proposal.

The table below is from [LEAP](#) (Legislative Evaluation & Accountability Program Committee) web page and includes hyperlinks to each proposal in the table.

Year	Fiscal Period	Operating		Transportation		Capital	
2015	2015-17 Biennium <i>NEW</i>	House	Senate	House	Senate	House	Senate
2015	2015 Supplemental <i>NEW</i>	House	Senate	House	Senate	House	Senate

FOCUS IN WEEKS FOURTEEN AND FIFTEEN:

The last day of regular session is April 26, and while completing the budgets on time is possible, law makers are speaking openly about the likelihood of convening a special session in order to complete their work. The Council's Legislative Committee's focus is to try to ensure the priority projects are included in the final, negotiated budget.

Week 14 and 15 (4/13 – 4/26)

The primary focus in week 14

1. Request delegation support keeping NE 132nd St. Ramps. project in the final transportation budget
2. Request members support the funding for NE 52nd St. Sidewalk Improvement project in either the final capital budget or the final transportation budget.
3. Communicate the impact to the City of the proposed reductions to liquor taxes and the proposal to redirect the Fire Insurance Premium tax distributions.

Attachments:

- A. Status update on Kirkland's 2015 Legislative Priorities (4-10-15)
- B. AWC Transportation Budget Matrix – Compares Governor's, House and Senate Proposals
- C. Estimated Direct Distributions to Cities from the Two Transportation Budget Proposals
- D. Project Detail on Funding Request for NE 52nd St. Sidewalk Improvement Project
- E. Bill Tracker (4-10-15)
- F. AWC Operating and Capital Budgets Matrix – Compares Governor's, House and Senate Proposals
- G. Public Works Trust Fund / Public Works Assistance Account Comparison

Legislative Priority	Bill #	Prime Sponsor	Status
State Transportation Revenue Package 5987 5990 5994 5988 5991 5995 5989 5992 5996 5993 5997	SB 5987 SB 5988	Sen. King Sen. King	3/2 – Passed Senate: yeas, 27; nays, 22; absent, 0; excused, 0. 4/14 – Scheduled for exec session in House Transportation 3/2 – Passed Senate: yeas, 41; nays, 8; absent, 0; excused, 0. 4/14 – Scheduled for exec session in House Transportation
Local Transportation Revenue	HB 1757	Rep. Fey	3/26 – Reflected in Transpo Pkg. Heard in House Transportation
\$75M for the next phase of the I-405 / NE 132nd Interchange ramp			3/26 – Request to have included in Tranpo Pkg. Heard in House Transportation
Continued state financial assistance and other tools that further the development of the Cross Kirkland Corridor (CKC)			3/4 – ERC/CKC/RCC lunch-time open-house held in Olympia
Capital budget funding for multimodal safety investments <ul style="list-style-type: none"> Juanita Dr. Multimodal Safety Investments: \$1,021,000 CKC to Redmond Central Connector: \$750,000 NE 52nd Street Sidewalk: \$1,068,600 	SB 5097 HB 1115	Sen. Honeyford Rep. Dunshee	Projects Submitted through Senate Process 4/2 – Passed House: yeas, 96; nays, 2; absent, 0; excused, 0. Kirkland Projects NOT included in House Capital Budget 4/9 – Executive action taken in Ways & Means ➤ Includes NE 52 St. Sidewalk project funding at \$1.69M
Flexibility to help site marijuana retail facilities and marijuana revenue sharing with cities that allow retail facilities	SB 6062 SB 5417 SB 5519 HB 2136	Sen. Hill Sen. Rivers Sen. Kohl-Wells Rep. Carlyle	4/3 – Passed Senate: yeas, 27; nays, 22; absent, 0; excused, 0. 4/7 – Striker Referred to House Finance "Dead" Hearing that Senate will use 2136 "Dead" 4/9 – Placed on 2nd reading by Rules
Additional Sound Transit revenue authority <i>and that such authority may also be used to fund trail development and alternative transportation along the Eastside Rail Corridor.</i>	HB 1180 SB 5987	Rep. Fey Sen. King	"Dead" May be rolled into Transpo Pkg 3/2 – Passed Senate: yeas, 27; nays, 22; absent, 0; excused, 0. 4/14 – Scheduled for exec session in House Transportation
Allow both the state and local governments the option of replacing the property tax cap			

Transportation package comparison

	Senate	House
Total size of package	\$13.9 Billion – 16 years	\$15.16 Billion – 16 years
Primary revenue sources	Gas tax – 11.7 ¢/gallon increase over three years (5¢, 4.2¢, 2.5¢) Vehicle weight fee increases	Gas tax – 11.7 ¢/gallon increase over three years (5¢, 4.2¢, 2.5¢) Vehicle weight fee increases
Direct distribution to cities	\$140 million from Multimodal Account (not gas tax revenues). Distributions would be subject to on-going budget appropriations. (Total local distribution of \$375 million split 37% cities /63% counties)	\$216.5 million from gas tax revenues. Distributions in statute, so NOT subject to appropriation. (Total local distribution of \$433 million split 50% cities /50% counties)
Transportation Improvement Board (TIB)	\$54 million	\$54 million
Transportation Benefit District Authority – Vehicle Fee	Raised from \$20 to \$40, but only after \$20 in place for two years	Raised from \$20 to \$50, but only after \$20 in place for two years
Local fish passage barriers	Not addressed	Compensatory mitigation \$\$ for state transportation projects may be spent on city owned fish passage barriers under appropriate circumstances
Bike/ Ped Grant Program	\$50 million	\$75 million
Safe Routes to Schools Grant Program	\$56 million	\$56 million
Complete Streets Grant Program	\$160 million (administered by WSDOT)	\$160 million (administered by TIB)
Freight Mobility Strategic Investment Board (FMSIB)	\$125 million	\$125 million
Sound Transit 3 Authority (Applies only within Sound Transit district)	Provides authority for (upon voter approval): <ul style="list-style-type: none"> • Increase MVET 0.3% • Increase sales tax 0.5% • Property tax levy \$0.10 per \$1000 Authorizes \$11 billion in revenue	Provides authority for (upon voter approval): <ul style="list-style-type: none"> • Increase MVET 0.8% • Property tax levy \$0.25 per \$1000 Authorizes \$15 billion in revenue

Balance sheets: [House](#) [Senate](#)

Project lists: [House](#) [Senate](#)

Notes:

Senate proposal includes state and local sales tax exemption for Connecting Washington projects.

Senate proposal includes \$104 million in transfer from toxics cleanup account (ELSA).

House proposal includes \$533 million for “Future Funding Projects” – unallocated resources reserved “to pay for unanticipated future needs.”

House proposal assumes \$1.293 billion in savings from “practical design.”

House Estimated Direct Distributions to Cities

Released April 13, 2015

8 pages to follow

E-page 87 Estimated 1/2 Cent Fuel Tax Distribution to Cities and 1/2 Cent Fuel Tax Distribution to Counties
 New-Law Transportation Proposal - April 13, 2015

FY2016-FY2031 Direct Distributions: \$433,000,000

Jurisdiction	% of Total County Distribution	% of Total City Distribution	Net to Counties	Net to Cities
			\$216,500,000	\$216,500,000
			16-year totals	
			Total County Distribution	Total City Distribution
ADAMS	2.767%		\$5,989,694	\$510,861
Hatton		0.002%		\$5,343
Lind		0.016%		\$33,563
Othello		0.167%		\$360,714
Ritzville		0.041%		\$88,710
Washtucna		0.010%		\$22,532
ASOTIN	1.111%		\$2,405,673	\$428,239
Asotin		0.029%		\$62,970
Clarkston		0.169%		\$365,270
BENTON	2.146%		\$4,647,025	\$7,065,533
Benton City		0.072%		\$156,114
Kennewick		1.666%		\$3,607,097
Prosser		0.127%		\$275,932
Richland		1.118%		\$2,420,893
West Richland		0.280%		\$605,496
CHELAN	1.555%		\$3,366,315	\$2,065,965
Cashmere		0.071%		\$154,043
Chelan		0.092%		\$200,119
Entiat		0.027%		\$57,544
Leavenworth		0.048%		\$104,087
Wenatchee		0.716%		\$1,550,172
CLALLAM	1.323%		\$2,863,547	\$1,450,737
Forks		0.081%		\$174,678
Port Angeles		0.441%		\$954,634
Sequim		0.148%		\$321,425
CLARK	4.516%		\$9,777,812	\$11,019,739
Battleground		0.411%		\$889,158
Camas		0.439%		\$949,456
LaCenter		0.064%		\$139,271
Ridgefield		0.126%		\$271,943
Vancouver		3.628%		\$7,855,535
Washougal		0.314%		\$679,673
Yacolt		0.108%		\$234,704

E-page 88 Estimated 1/2 Cent Fuel Tax Distribution to Cities and 1/2 Cent Fuel Tax Distribution to Counties
 New-Law Transportation Proposal - April 13, 2015

COLUMBIA	0.988%		\$2,138,307	\$150,849
Dayton		0.060%		\$129,792
Starbuck		0.010%		\$21,057
COWLITZ	1.625%		\$3,518,399	\$2,918,215
Castle Rock		0.049%		\$106,944
Kalama		0.056%		\$120,523
Kelso		0.275%		\$594,696
Longview		0.843%		\$1,824,972
Woodland		0.125%		\$271,080
DOUGLAS	2.481%		\$5,371,115	\$866,160
Bridgeport		0.054%		\$116,121
East Wenatchee		0.294%		\$636,794
Mansfield		0.008%		\$16,340
Rock Island		0.019%		\$41,016
Waterville		0.026%		\$55,888
FERRY	1.198%		\$2,594,166	\$118,024
Republic		0.055%		\$118,024
FRANKLIN	1.936%		\$4,191,468	\$3,252,538
Connell		0.104%		\$225,077
Kahlotus		0.015%		\$31,790
Mesa		0.018%		\$39,895
Pasco		1.365%		\$2,955,776
GARFIELD	0.883%		\$1,911,539	\$72,860
Pomeroy		0.034%		\$72,860
GRANT	4.305%		\$9,320,282	\$2,546,232
Coulee City		0.013%		\$29,118
Electric City		0.037%		\$79,441
Ephrata		0.176%		\$381,829
George		0.014%		\$30,953
Grand Coulee		0.024%		\$52,728
Hartline		0.004%		\$7,715
Krupp		0.002%		\$3,663
Mattawa		0.114%		\$246,686
Moses Lake		0.462%		\$1,000,568
Quincy		0.163%		\$352,278
Royal City		0.048%		\$103,372
Soap Lake		0.041%		\$88,057
Warden		0.072%		\$156,505
Wilson Creek		0.006%		\$13,318
GRAYS HARBOR	1.613%		\$3,491,210	\$2,240,895

E-page 89 Estimated 1/2 Cent Fuel Tax Distribution to Cities and 1/2 Cent Fuel Tax Distribution to Counties
 New-Law Transportation Proposal - April 13, 2015

Aberdeen		0.391%	\$845,472
Cosmopolis		0.038%	\$83,116
Elma		0.078%	\$168,137
Hoquiam		0.200%	\$433,844
McCleary		0.039%	\$83,860
Montesano		0.095%	\$204,759
Oakville		0.016%	\$35,055
Ocean Shores		0.124%	\$268,637
Westport		0.055%	\$118,016
ISLAND	1.550%		\$3,356,004
Coupeville		0.044%	\$94,919
Langley		0.025%	\$53,119
Oak Harbor		0.519%	\$1,123,933
JEFFERSON	0.964%		\$2,087,845
Port Townsend		0.213%	\$460,444
KING	9.151%		\$19,812,570
Algona		0.069%	\$149,000
Beaux Arts Village		0.007%	\$15,350
Bellevue		2.909%	\$6,297,687
Black Diamond		0.097%	\$210,564
Burien		1.031%	\$2,231,957
Carnation		0.043%	\$92,350
Clyde Hill		0.068%	\$147,767
Covington		0.412%	\$891,561
Des Moines		0.681%	\$1,474,202
Duvall		0.153%	\$330,897
Federal Way		2.050%	\$4,438,670
Hunts Point		0.012%	\$26,996
Issaquah		0.679%	\$1,469,058
Kenmore		0.480%	\$1,038,620
Kent		2.558%	\$5,538,024
Kirkland		1.520%	\$3,291,079
Lake Forest Park		0.292%	\$632,768
Maple Valley		0.527%	\$1,140,024
Medina		0.070%	\$151,730
Mercer Island		0.524%	\$1,133,534
Newcastle		0.236%	\$510,621
Normandy Park		0.147%	\$319,330
North Bend		0.134%	\$290,879
Redmond		1.243%	\$2,690,790
Renton		2.090%	\$4,525,028
Sammamish		1.037%	\$2,245,447
SeaTac		0.628%	\$1,360,195
Seattle		14.037%	\$30,389,302

E-page 90 Estimated 1/2 Cent Fuel Tax Distribution to Cities and 1/2 Cent Fuel Tax Distribution to Counties
 New-Law Transportation Proposal - April 13, 2015

Shoreline		1.235%	\$2,674,398
Skykomish		0.022%	\$47,723
Snoqualmie		0.246%	\$533,607
Tukwila		0.434%	\$939,247
Woodinville		0.246%	\$532,298
Yarrow Point		0.058%	\$125,568
KITSAP	3.605%		\$7,804,838
Bainbridge Island		0.540%	\$1,169,275
Bremerton		0.884%	\$1,912,799
Port Orchard		0.272%	\$588,048
Poulsbo		0.211%	\$457,552
KITTITAS	1.335%		\$2,889,807
Cle Elum		0.044%	\$94,492
Ellensburg		0.413%	\$894,546
Kittitas		0.057%	\$123,421
Roslyn		0.022%	\$47,087
South Cle Elum		0.013%	\$28,449
KLICKITAT	1.827%		\$3,955,961
Bingen		0.017%	\$35,805
Goldendale		0.082%	\$177,402
White Salmon		0.051%	\$110,534
LEWIS	2.284%		\$4,944,359
Centralia		0.379%	\$820,054
Chehalis		0.170%	\$367,514
Morton		0.027%	\$59,160
Mossyrock		0.024%	\$51,208
Napavine		0.040%	\$87,326
PeEll		0.015%	\$32,680
Toledo		0.017%	\$37,129
Vader		0.155%	\$336,093
Winlock		0.030%	\$65,744
LINCOLN	2.854%		\$6,178,412
Almira		0.007%	\$14,394
Creston		0.006%	\$12,157
Davenport		0.040%	\$87,550
Harrington		0.010%	\$21,468
Odessa		0.023%	\$50,225
Reardan		0.015%	\$31,618
Sprague		0.040%	\$86,794
Wilbur		0.021%	\$45,156
MASON	1.537%		\$3,327,439

E-page 91 Estimated 1/2 Cent Fuel Tax Distribution to Cities and 1/2 Cent Fuel Tax Distribution to Counties
 New-Law Transportation Proposal - April 13, 2015

Shelton		0.222%	\$480,719
OKANOGAN	2.303%		\$4,985,178
Brewster		0.054%	\$116,651
Conconully		0.005%	\$10,760
Coulee Dam		0.025%	\$54,211
Elmer City		0.007%	\$14,081
Nespelem		0.006%	\$12,449
Okanogan		0.059%	\$127,342
Omak		0.126%	\$273,038
Oroville		0.041%	\$88,909
Pateros		0.035%	\$75,650
Riverside		0.007%	\$16,012
Tonasket		0.030%	\$65,849
Twisp		0.032%	\$68,606
Winthrop		0.018%	\$39,621
PACIFIC	0.933%		\$2,020,660
Ilwaco		0.023%	\$49,400
Long Beach		0.033%	\$72,360
Raymond		0.068%	\$147,247
South Bend		0.039%	\$84,766
PEND OREILLE	1.114%		\$2,412,756
Cusick		0.005%	\$10,347
Ione		0.010%	\$22,165
Metaline		0.004%	\$8,897
Metaline Falls		0.006%	\$12,738
Newport		0.052%	\$111,803
PIERCE	7.606%		\$16,466,585
Auburn		1.629%	\$3,527,809
Bonney Lake		0.401%	\$869,134
Buckley		0.104%	\$224,649
Carbonado		0.015%	\$31,544
Dupont		0.198%	\$428,453
Eatonville		0.065%	\$141,208
Edgewood		0.219%	\$474,514
Enumclaw		0.258%	\$558,173
Fife		0.204%	\$441,910
Fircrest		0.151%	\$327,716
Gig Harbor		0.169%	\$365,353
Lakewood		1.354%	\$2,931,652
Milton		0.159%	\$344,794
Orting		0.151%	\$327,940
Pacific		0.152%	\$329,367
Puyallup		0.882%	\$1,909,239

E-page 92 Estimated 1/2 Cent Fuel Tax Distribution to Cities and 1/2 Cent Fuel Tax Distribution to Counties
 New-Law Transportation Proposal - April 13, 2015

Roy	0.019%	\$41,710
Ruston	0.018%	\$39,354
South Prairie	0.010%	\$22,134
Steilacoom	0.137%	\$296,367
Sumner	0.220%	\$477,321
Tacoma	4.464%	\$9,664,622
University Place	0.696%	\$1,507,506
Wilkeson	0.011%	\$23,757
SAN JUAN	0.626%	\$1,356,212
Friday Harbor	0.052%	\$111,977
SKAGIT	2.233%	\$4,834,606
Anacortes	0.378%	\$818,411
Burlington	0.199%	\$431,346
Concrete	0.018%	\$37,985
Hamilton	0.008%	\$17,500
LaConner	0.021%	\$46,097
Lyman	0.022%	\$48,110
Mountlake Terrace	0.479%	\$1,036,712
Sedro Woolley	0.440%	\$951,667
SKAMANIA	0.588%	\$1,272,448
North Bonneville	0.024%	\$51,155
Stevenson	0.039%	\$83,539
SNOHOMISH	6.626%	\$14,345,970
Arlington	0.414%	\$895,427
Bothell	0.784%	\$1,698,265
Brier	0.147%	\$317,333
Darrington	0.033%	\$70,803
Edmonds	0.928%	\$2,008,382
Everett	2.378%	\$5,147,736
Gold Bar	0.051%	\$109,924
Granite Falls	0.079%	\$170,221
Index	0.004%	\$9,217
Lake Stevens	0.595%	\$1,288,058
Lynden	0.277%	\$599,518
Marysville	1.300%	\$2,813,650
Mill Creek	0.424%	\$917,882
Monroe	0.396%	\$858,192
Mount Vernon	0.727%	\$1,574,713
Mukilteo	0.467%	\$1,011,283
Snohomish	0.211%	\$457,104
Stanwood	0.134%	\$289,382
Sultan	0.104%	\$225,688
Woodway	0.031%	\$67,459

E-page 93 Estimated 1/2 Cent Fuel Tax Distribution to Cities and 1/2 Cent Fuel Tax Distribution to Counties
 New-Law Transportation Proposal - April 13, 2015

SPOKANE	6.260%		\$13,552,191	\$16,928,486
Airway Heights		0.154%		\$333,904
Cheney		0.249%		\$539,132
Deer Park		0.084%		\$181,204
Fairfield		0.015%		\$31,684
Latah		0.005%		\$10,368
Liberty Lake		0.175%		\$379,869
Medical Lake		0.114%		\$245,925
Millwood		0.046%		\$99,800
Rockford		0.011%		\$24,411
Spangle		0.007%		\$14,155
Spokane		4.791%		\$10,373,454
Spokane Valley		2.140%		\$4,632,440
Waverly		0.029%		\$62,141
STEVENS	2.555%		\$5,532,611	\$591,388
Chewelah		0.059%		\$128,699
Colville		0.112%		\$243,125
Kettle Falls		0.076%		\$164,360
Marcus		0.012%		\$24,919
Northport		0.007%		\$15,623
Springdale		0.007%		\$14,663
THURSTON	3.437%		\$7,441,478	\$5,765,071
Bucoda		0.014%		\$30,132
Lacey		0.960%		\$2,077,539
Olympia		1.070%		\$2,316,378
Rainier		0.044%		\$94,355
Tenino		0.038%		\$81,534
Tumwater		0.391%		\$847,249
Yelm		0.147%		\$317,883
WAHIAKUM	0.573%		\$1,240,188	\$27,384
Cathlamet		0.013%		\$27,384
WALLA WALLA	2.004%		\$4,338,095	\$2,233,086
College Place		0.207%		\$448,966
Prescott		0.010%		\$22,558
Waitsburg		0.106%		\$228,757
Walla Walla		0.708%		\$1,532,805
WHATCOM	2.725%		\$5,899,892	\$7,047,397
Bellingham		1.863%		\$4,034,380
Blaine		0.110%		\$238,800
Everson		0.089%		\$193,142
Ferndale		0.293%		\$634,364

E-page 94 Estimated 1/2 Cent Fuel Tax Distribution to Cities and 1/2 Cent Fuel Tax Distribution to Counties
 New-Law Transportation Proposal - April 13, 2015

Lynnwood	0.830%	\$1,796,610
Nooksack	0.030%	\$65,570
Sumas	0.039%	\$84,531
WHITMAN	2.867%	\$6,206,340
Albion	0.013%	\$29,197
Colfax	0.066%	\$143,319
Colton	0.010%	\$21,249
Endicott	0.007%	\$15,110
Farmington	0.003%	\$7,506
Garfield	0.015%	\$31,870
LaCrosse	0.021%	\$46,541
Lamont	0.021%	\$45,382
Malden	0.005%	\$11,822
Oakesdale	0.017%	\$36,779
Palouse	0.025%	\$55,092
Pullman	0.677%	\$1,466,055
Rosalia	0.014%	\$29,499
St. John	0.017%	\$36,462
Tekoa	0.084%	\$182,054
Uniontown	0.034%	\$73,553
YAKIMA	3.996%	\$8,651,003
Grandview	0.239%	\$518,317
Granger	0.077%	\$167,197
Harrah	0.015%	\$31,509
Mabton	0.063%	\$137,140
Moxee	0.079%	\$170,073
Naches	0.025%	\$53,651
Selah	0.169%	\$366,755
Sunnyside	0.513%	\$1,111,052
Tieton	0.028%	\$60,069
Toppenish	0.216%	\$466,974
Union Gap	0.133%	\$288,635
Wapato	0.120%	\$260,426
Yakima	1.983%	\$4,292,212
Zillah	0.067%	\$145,899
	100.00%	100.00%
		\$216,500,000
		\$216,500,000

Estimated distributions are based on an average of the previous four years of actual fuel tax distributions.

Senate Estimated Direct Distributions to Cities

Released February 10, 2015

8 pages to follow

Estimated Direct Multimodal Distributions to Cities and Counties
New-Law Transportation Proposal - February 10, 2015

FY2016-FY2031 Direct Distributions: \$375,000,000

Jurisdiction	% of Total County Distribution	% of Total City Distribution	Net to Counties	Net to Cities
			\$228,023,491	\$146,976,509
			16-year totals	
			Total County Distribution	Total City Distribution
ADAMS	2.767%		\$6,308,503	\$346,811
Hatton		0.002%		\$3,627
Lind		0.016%		\$22,785
Othello		0.167%		\$244,880
Ritzville		0.041%		\$60,223
Washtucna		0.010%		\$15,297
ASOTIN	1.111%		\$2,533,718	\$290,721
Asotin		0.029%		\$42,748
Clarkston		0.169%		\$247,973
BENTON	2.146%		\$4,894,369	\$4,796,616
Benton City		0.072%		\$105,982
Kennewick		1.666%		\$2,448,769
Prosser		0.127%		\$187,324
Richland		1.118%		\$1,643,485
West Richland		0.280%		\$411,056
CHELAN	1.555%		\$3,545,491	\$1,402,532
Cashmere		0.071%		\$104,576
Chelan		0.092%		\$135,856
Entiat		0.027%		\$39,065
Leavenworth		0.048%		\$70,662
Wenatchee		0.716%		\$1,052,374
CLALLAM	1.323%		\$3,015,963	\$984,870
Forks		0.081%		\$118,585
Port Angeles		0.441%		\$648,077
Sequim		0.148%		\$218,208
CLARK	4.516%		\$10,298,248	\$7,481,029
Battleground		0.411%		\$603,627
Camas		0.439%		\$644,562
LaCenter		0.064%		\$94,548
Ridgefield		0.126%		\$184,615
Vancouver		3.628%		\$5,332,929
Washougal		0.314%		\$461,413
Yacolt		0.108%		\$159,335

Estimated Direct Multimodal Distributions to Cities and Counties
New-Law Transportation Proposal - February 10, 2015

COLUMBIA	0.988%		\$2,252,121	\$102,407
Dayton		0.060%		\$88,112
Starbuck		0.010%		\$14,295
COWLITZ	1.625%		\$3,705,670	\$1,981,104
Castle Rock		0.049%		\$72,601
Kalama		0.056%		\$81,820
Kelso		0.275%		\$403,724
Longview		0.843%		\$1,238,929
Woodland		0.125%		\$184,030
DOUGLAS	2.481%		\$5,656,999	\$588,015
Bridgeport		0.054%		\$78,832
East Wenatchee		0.294%		\$432,304
Mansfield		0.008%		\$11,093
Rock Island		0.019%		\$27,845
Waterville		0.026%		\$37,941
FERRY	1.198%		\$2,732,244	\$80,123
Republic		0.055%		\$80,123
FRANKLIN	1.936%		\$4,414,565	\$2,208,068
Connell		0.104%		\$152,799
Kahlotus		0.015%		\$21,582
Mesa		0.018%		\$27,084
Pasco		1.365%		\$2,006,603
GARFIELD	0.883%		\$2,013,283	\$49,463
Pomeroy		0.034%		\$49,463
GRANT	4.305%		\$9,816,366	\$1,728,574
Coulee City		0.013%		\$19,768
Electric City		0.037%		\$53,931
Ephrata		0.176%		\$259,214
George		0.014%		\$21,013
Grand Coulee		0.024%		\$35,796
Hartline		0.004%		\$5,238
Krupp		0.002%		\$2,486
Mattawa		0.114%		\$167,469
Moses Lake		0.462%		\$679,261
Quincy		0.163%		\$239,153
Royal City		0.048%		\$70,177
Soap Lake		0.041%		\$59,780
Warden		0.072%		\$106,247
Wilson Creek		0.006%		\$9,041
GRAYS HARBOR	1.613%		\$3,677,034	\$1,521,288

Estimated Direct Multimodal Distributions to Cities and Counties
New-Law Transportation Proposal - February 10, 2015

Aberdeen		0.391%	\$573,970
Cosmopolis		0.038%	\$56,425
Elma		0.078%	\$114,144
Hoquiam		0.200%	\$294,526
McCleary		0.039%	\$56,930
Montesano		0.095%	\$139,006
Oakville		0.016%	\$23,798
Ocean Shores		0.124%	\$182,371
Westport		0.055%	\$80,118
ISLAND	1.550%		\$3,534,632
Coupeville		0.044%	\$64,438
Langley		0.025%	\$36,061
Oak Harbor		0.519%	\$763,010
JEFFERSON	0.964%		\$2,198,973
Port Townsend		0.213%	\$312,584
KING	9.151%		\$20,867,120
Algona		0.069%	\$101,152
Beaux Arts Village		0.007%	\$10,421
Bellevue		2.909%	\$4,275,345
Black Diamond		0.097%	\$142,947
Burien		1.031%	\$1,515,221
Carnation		0.043%	\$62,694
Clyde Hill		0.068%	\$100,315
Covington		0.412%	\$605,259
Des Moines		0.681%	\$1,000,799
Duvall		0.153%	\$224,638
Federal Way		2.050%	\$3,013,303
Hunts Point		0.012%	\$18,327
Issaquah		0.679%	\$997,308
Kenmore		0.480%	\$705,094
Kent		2.558%	\$3,759,628
Kirkland		1.520%	\$2,234,232
Lake Forest Park		0.292%	\$429,570
Maple Valley		0.527%	\$773,934
Medina		0.070%	\$103,006
Mercer Island		0.524%	\$769,528
Newcastle		0.236%	\$346,648
Normandy Park		0.147%	\$216,786
North Bend		0.134%	\$197,470
Redmond		1.243%	\$1,826,711
Renton		2.090%	\$3,071,930
Sammamish		1.037%	\$1,524,379
SeaTac		0.628%	\$923,403
Seattle		14.037%	\$20,630,547

Estimated Direct Multimodal Distributions to Cities and Counties
New-Law Transportation Proposal - February 10, 2015

Shoreline		1.235%	\$1,815,583
Skykomish		0.022%	\$32,398
Snoqualmie		0.246%	\$362,252
Tukwila		0.434%	\$637,632
Woodinville		0.246%	\$361,364
Yarrow Point		0.058%	\$85,245
KITSAP	3.605%		\$8,220,261
Bainbridge Island		0.540%	\$793,792
Bremerton		0.884%	\$1,298,552
Port Orchard		0.272%	\$399,211
Poulsbo		0.211%	\$310,621
KITTITAS	1.335%		\$3,043,620
Cle Elum		0.044%	\$64,148
Ellensburg		0.413%	\$607,285
Kittitas		0.057%	\$83,787
Roslyn		0.022%	\$31,966
South Cle Elum		0.013%	\$19,314
KLICKITAT	1.827%		\$4,166,522
Bingen		0.017%	\$24,307
Goldendale		0.082%	\$120,434
White Salmon		0.051%	\$75,039
LEWIS	2.284%		\$5,207,529
Centralia		0.379%	\$556,714
Chehalis		0.170%	\$249,496
Morton		0.027%	\$40,163
Mossyrock		0.024%	\$34,764
Napavine		0.040%	\$59,283
PeEll		0.015%	\$22,185
Toledo		0.017%	\$25,206
Vader		0.155%	\$228,165
Winlock		0.030%	\$44,632
LINCOLN	2.854%		\$6,507,266
Almira		0.007%	\$9,772
Creston		0.006%	\$8,253
Davenport		0.040%	\$59,435
Harrington		0.010%	\$14,574
Odessa		0.023%	\$34,096
Reardan		0.015%	\$21,464
Sprague		0.040%	\$58,922
Wilbur		0.021%	\$30,655
MASON	1.537%		\$3,504,547

Estimated Direct Multimodal Distributions to Cities and Counties
New-Law Transportation Proposal - February 10, 2015

Shelton		0.222%	\$326,348
OKANOGAN	2.303%		\$5,250,520
Brewster		0.054%	\$79,191
Conconully		0.005%	\$7,305
Coulee Dam		0.025%	\$36,802
Elmer City		0.007%	\$9,559
Nespelem		0.006%	\$8,451
Okanogan		0.059%	\$86,449
Omak		0.126%	\$185,359
Oroville		0.041%	\$60,358
Pateros		0.035%	\$51,357
Riverside		0.007%	\$10,870
Tonasket		0.030%	\$44,703
Twisp		0.032%	\$46,575
Winthrop		0.018%	\$26,898
PACIFIC	0.933%		\$2,128,213
Ilwaco		0.023%	\$33,536
Long Beach		0.033%	\$49,123
Raymond		0.068%	\$99,962
South Bend		0.039%	\$57,546
PEND OREILLE	1.114%		\$2,541,178
Cusick		0.005%	\$7,024
Ione		0.010%	\$15,047
Metaline		0.004%	\$6,040
Metaline Falls		0.006%	\$8,648
Newport		0.052%	\$75,901
PIERCE	7.606%		\$17,343,040
Auburn		1.629%	\$2,394,942
Bonney Lake		0.401%	\$590,033
Buckley		0.104%	\$152,509
Carbonado		0.015%	\$21,414
Dupont		0.198%	\$290,866
Eatonville		0.065%	\$95,863
Edgewood		0.219%	\$322,136
Enumclaw		0.258%	\$378,930
Fife		0.204%	\$300,002
Fircrest		0.151%	\$222,478
Gig Harbor		0.169%	\$248,029
Lakewood		1.354%	\$1,990,227
Milton		0.159%	\$234,072
Orting		0.151%	\$222,631
Pacific		0.152%	\$223,599
Puyallup		0.882%	\$1,296,135

Estimated Direct Multimodal Distributions to Cities and Counties
New-Law Transportation Proposal - February 10, 2015

Roy	0.019%	\$28,316
Ruston	0.018%	\$26,717
South Prairie	0.010%	\$15,026
Steilacoom	0.137%	\$201,196
Sumner	0.220%	\$324,041
Tacoma	4.464%	\$6,561,073
University Place	0.696%	\$1,023,409
Wilkeson	0.011%	\$16,128
SAN JUAN	0.626%	\$1,428,398
Friday Harbor	0.052%	\$76,018
SKAGIT	2.233%	\$5,091,934
Anacortes	0.378%	\$555,599
Burlington	0.199%	\$292,830
Concrete	0.018%	\$25,787
Hamilton	0.008%	\$11,880
LaConner	0.021%	\$31,294
Lyman	0.022%	\$32,661
Mountlake Terrace	0.479%	\$703,798
Sedro Woolley	0.440%	\$646,063
SKAMANIA	0.588%	\$1,340,175
North Bonneville	0.024%	\$34,728
Stevenson	0.039%	\$56,713
SNOHOMISH	6.626%	\$15,109,552
Arlington	0.414%	\$607,883
Bothell	0.784%	\$1,152,910
Brier	0.147%	\$215,429
Darrington	0.033%	\$48,067
Edmonds	0.928%	\$1,363,441
Everett	2.378%	\$3,494,671
Gold Bar	0.051%	\$74,624
Granite Falls	0.079%	\$115,559
Index	0.004%	\$6,258
Lake Stevens	0.595%	\$874,431
Lynden	0.277%	\$406,998
Marysville	1.300%	\$1,910,117
Mill Creek	0.424%	\$623,127
Monroe	0.396%	\$582,605
Mount Vernon	0.727%	\$1,069,034
Mukilteo	0.467%	\$686,535
Snohomish	0.211%	\$310,316
Stanwood	0.134%	\$196,454
Sultan	0.104%	\$153,214
Woodway	0.031%	\$45,796

Estimated Direct Multimodal Distributions to Cities and Counties
New-Law Transportation Proposal - February 10, 2015

SPOKANE	6.260%		\$14,273,524	\$11,492,332
Airway Heights		0.154%		\$226,679
Cheney		0.249%		\$366,004
Deer Park		0.084%		\$123,015
Fairfield		0.015%		\$21,509
Latah		0.005%		\$7,038
Liberty Lake		0.175%		\$257,884
Medical Lake		0.114%		\$166,952
Millwood		0.046%		\$67,751
Rockford		0.011%		\$16,572
Spangle		0.007%		\$9,609
Spokane		4.791%		\$7,042,282
Spokane Valley		2.140%		\$3,144,849
Waverly		0.029%		\$42,186
STEVENS	2.555%		\$5,827,091	\$401,479
Chewelah		0.059%		\$87,370
Colville		0.112%		\$165,051
Kettle Falls		0.076%		\$111,580
Marcus		0.012%		\$16,917
Northport		0.007%		\$10,606
Springdale		0.007%		\$9,954
THURSTON	3.437%		\$7,837,561	\$3,913,764
Bucoda		0.014%		\$20,456
Lacey		0.960%		\$1,410,390
Olympia		1.070%		\$1,572,532
Rainier		0.044%		\$64,055
Tenino		0.038%		\$55,352
Tumwater		0.391%		\$575,177
Yelm		0.147%		\$215,803
WAHKIAKUM	0.573%		\$1,306,199	\$18,590
Cathlamet		0.013%		\$18,590
WALLA WALLA	2.004%		\$4,568,996	\$1,515,987
College Place		0.207%		\$304,792
Prescott		0.010%		\$15,314
Waitsburg		0.106%		\$155,298
Walla Walla		0.708%		\$1,040,584
WHATCOM	2.725%		\$6,213,922	\$4,784,304
Bellingham		1.863%		\$2,738,841
Blaine		0.110%		\$162,115
Everson		0.089%		\$131,119
Ferndale		0.293%		\$430,654

Estimated Direct Multimodal Distributions to Cities and Counties
New-Law Transportation Proposal - February 10, 2015

Lynnwood	0.830%	\$1,219,674
Nooksack	0.030%	\$44,514
Sumas	0.039%	\$57,386
WHITMAN	2.867%	\$6,536,680
Albion	0.013%	\$19,821
Colfax	0.066%	\$97,295
Colton	0.010%	\$14,426
Endicott	0.007%	\$10,258
Farmington	0.003%	\$5,096
Garfield	0.015%	\$21,636
LaCrosse	0.021%	\$31,595
Lamont	0.021%	\$30,808
Malden	0.005%	\$8,026
Oakesdale	0.017%	\$24,968
Palouse	0.025%	\$37,400
Pullman	0.677%	\$995,268
Rosalia	0.014%	\$20,026
St. John	0.017%	\$24,753
Tekoa	0.084%	\$123,592
Uniontown	0.034%	\$49,933
YAKIMA	3.996%	\$9,111,463
Grandview	0.239%	\$351,873
Granger	0.077%	\$113,506
Harrah	0.015%	\$21,391
Mabton	0.063%	\$93,101
Moxee	0.079%	\$115,458
Naches	0.025%	\$36,423
Selah	0.169%	\$248,981
Sunnyside	0.513%	\$754,265
Tieton	0.028%	\$40,779
Toppenish	0.216%	\$317,017
Union Gap	0.133%	\$195,947
Wapato	0.120%	\$176,797
Yakima	1.983%	\$2,913,877
Zillah	0.067%	\$99,047
	100.00%	100.00%
		\$228,023,491
		\$146,976,509

Estimated distributions are based on an average of the previous four years of actual fuel tax distributions.



CITY OF KIRKLAND
City Manager's Office
 123 Fifth Avenue, Kirkland, WA 98033 425.587.3001
 www.kirklandwa.gov

October 23, 2014

PROJECT TITLE: NE 52nd Street Sidewalk Improvements

Kirkland supports funding of \$1,068,600 to complete the design and construction of a 1/3 mile pedestrian and bicycle connections between the Cross Kirkland Corridor (CKC), and existing pedestrian and bicycle improvements on 108th Avenue NE as well as Lake Washington Boulevard.

PROJECT SUMMARY:

The proposed improvements provide for the installation of approximately 2,000 feet of continuous ADA compliant sidewalks as well as bicycle facilities between the CKC and 108th Avenue NE, as well as sidewalks between the CKC and Lake Washington Boulevard. The Project includes improvements to treat surface water runoff to nearby Lake Washington. Kirkland is currently completing the construction of a 5.75 miles all-weather, crushed-gravel pedestrian/bike trail along the ERC mileposts (MP) 15 to 21.

Project benefits include:

- Improved multimodal safety along NE 52nd Street
- Provide ADA compliant access between the CKC and nearby Emerson High School and Northwest University
- Provide ADA compliant access between the CKC and multimodal routes on Lake Washington Boulevard

The City of Kirkland is requesting \$1,068,600 for design and construction. The connection can be designed and constructed in 12-18 months with multi-agency coordination needed.



KIRKLAND CONTACTS:

Kurt Triplett, City Manager, 425-587-3020
 Lorrie McKay, Intergovernmental Relations Manager, 425-587-3009
 Kathy Brown, Public Works Director, 425-587-3802



Bill	Title	Position	Sponsor	Status
Support				
HB 1011	Assigning counties to two climate zones for purposes of the state building code.	Support	Short	2/11 - PASSED - yeas 98, nays 0, abs/exc 0 4/9 - PASSED - yeas 49, nays 0, abs/exc 0
HB 1069	Concerning preservation of DNA work product.	Support	Orwall	2/19 - PASSED - yeas 77, nays 20, abs/exc 1 4/8 - PASSED - yeas 47, nays 1, abs/exc 1
HB 1085	Requiring lobbying reports to be filed electronically.	Support	Moeller	3/5 - PASSED - yeas 85, nays 13, abs/exc 0 3/16 - Heard in Gov Ops & Security
HB 1139	Establishing a work group to study human trafficking of youth issues.	Support	Orwall	3/2 - PASSED - yeas 97, nays 0, abs/exc 1 3/4 - First read, referred to Senate Law & Justice
HB 1174	Concerning flame retardants.	Support	Van De Wege	3/5 - PASSED - yeas 95, nays 3, abs/exc 0 3/17 - Heard in Energy and Enviro & Telecomm
HB 1180	Concerning dedicated funding sources for high capacity transportation service.	Support	Fey	2/10 - 1st Substitute heard in Finance
HB 1223	Allowing the use of lodging taxes for financing workforce housing.	Support	Springer	3/5 - PASSED - yeas 63, nays 35, abs/exc 0 4/8 - Placed on 2nd reading by Rules
HB 1252	Prescribing penalties for allowing or permitting unlicensed practice of massage therapy or reflexology.	Support	Wylie	3/2 - PASSED - yeas 97, nays 0, abs/exc 1 4/9 - PASSED - yeas 46, nays 0, abs/exc 3
HB 1314	Implementing a carbon pollution market program to reduce greenhouse gas emissions.	Support	Fitzgibbon	3/12 - Heard in Appropriations
HB 1349	Concerning requesting public records for the purpose of obtaining exempted information relating to employment and licensing.	Support	S. Hunt	3/9 - PASSED - yeas 51, nays 47, abs/exc 0 3/11 - Referred to Commerce & Labor
HB 1431	Modifying exemptions relating to real estate appraisals	Support	Bergquist	3/4 - PASSED - yeas 78, nays 20, abs/exc 0 3/25 - Passed to Rules for 2nd reading
HB 1436	homeless youth prevention and protection.	Support	Kagi	3/4 - PASSED - yeas 62, nays 36, abs/exc 0 3/24 - Heard Human Services, Mental Health & Hsng
HB 1517	Concerning the distribution of liquor revenues to local jurisdictions.	Support	Reykdal	4/7 - Heard in Appropriations
HB 1550	Simplifying the taxation of amusement, recreation, and physical fitness services.	Support	Carlyle	3/3 - PASSED - yeas 70, nays 27, abs/exc 1 4/7 - Passed to Rules for 2nd reading
HB 1571	Concerning paint stewardship.	Support	Peterson	3/5 - PASSED - yeas 60, nays 38, abs/exc 0 3/17 - Heard in Energy, Enviro & Comm
HB 1651	Concerning definitions related to human trafficking.	Support	Ryu	3/10 - PASSED - yeas 98, nays 0, abs/exc 0 4/8 - Placed on 2nd reading by Rules
HB 1850	Exempting certain department of transportation actions from local review or permit processes under the shoreline management act.	Support	Hayes	3/10 - PASSED - yeas 97, nays 0, abs/exc 1 4/1 - Passed to Rules for 2nd reading
HB 1851	Creating an expedited permitting and contracting process for bridges owned by local governments that are deemed structurally deficient.	Support	Hayes	3/10 - PASSED - yeas 98, nays 0, abs/exc 0 4/7 - Passed to Rules for 2nd reading
ESHB 1980	Implementing recommendations of the sunshine committee.	support	Springer	3/10 - PASSED - yeas 89, nays 9, abs/exc 0 4/9 - PASSED - yeas 44, nays 0, abs 1/exc 3
HB 2086	Prohibiting certain limitations on the hosting of the homeless by religious organizations.	Support	McBride	3/6 - PASSED - yeas 56, nays 42, abs/exc 0 4/1 - Passed to Rules for 2nd reading
HB 2136	Relating to comprehensive marijuana market reforms	Support	Carlyle	4/9 - Placed on 2nd reading by Rules
Neutral				
HB 2084	Imposing fines, withholding taxes, and other measures to encourage local jurisdictions to timely file state-required reports.	Neutral	Hunter	3/10 - PASSED - yeas 83, nays 15, abs/exc 0 4/1 - Passed to Rules for 2nd reading
Oppose				
HB 1087	Concerning automated traffic safety cameras in school speed zones.	Oppose	Takko	3/2 - PASSED - yeas 97, nays 0, abs/exc 1 3/16 - Heard in Transportation
HB 1123	Regulating the minimum dimensions of habitable spaces in single-family residential areas	Oppose	Blake	3/5 - PASSED - yeas 91, nays 7, abs/exc 0 3/25 - Passed to Rules for second reading
HB 1639	Concerning technology-enhanced government surveillance.	Oppose	Taylor	3/3 - PASSED - yeas 73, nays 25, abs/exc 0 4/7 - Placed on 2nd reading by Rules

Bill	Title	Position	Sponsor	Status
Support				
SB 5158	Requie call location info be provided to law enforcement responding to an emergency.	Support	McCoy	3/3 - PASSED - yeas 48, nays 0, abs/exc 1 4/8 - Placed on 2nd reading by Rules
SB 5343	Concerning parking impact mitigation from regional transit authority facility construction.	Support	Hasagawa	3/6 - PASSED - yeas 49, nays 0, abs/exc 0 3/10 - Referred to Transportation
SB 5346	Providing first responders with contact information for subscribers of life alert services during an emergency.	Support	Ranker	3/10 - PASSED - yeas 49, nays 0, abs/exc 0 4/8 - PASSED - yeas 97, nays 0, abs/exc 1
SB 5395	Modifying exemptions relating to real estate appraisals	Support	Roach	3/9 - PASSED - yeas 49, nays 0, abs/exc 0 4/1 - Referred to Rules 2 review
SB 5404	homeless youth prevention and protection.	Support	O'Ban	3/10 - PASSED - yeas 48, nays 1, abs/exc 0 4/9 - Placed on 2nd reading by Rules
SB 5463	Concerning access to and creation of cultural and heritage programs and facilities.	Support	Hill	3/4 - PASSED - yeas 44, nays 4, abs/exc 1 3/26 - Referred to Rules
SB 5482	Addressing the disclosure of global positioning system data by law enforcement officers.	Support	Roach	3/5 - PASSED - yeas 48, nays 0, abs/exc 1 4/1 - Referred to Rules 2 review
SSB 5585	Granting counties & cities greater flexibility w/REET.	Support	Dansel	3/23 - Senate Rules X file
SB 5609	Protecting waterways from pollution from synthetic plastic microbeads.	Support	Bailey	3/11 - PASSED - yeas 49, nays 0, abs/exc 0 3/23 - Heard in Environment
SB 5656	Enhancing public safety by reducing distracted driving incidents caused by the use of communications devices.	Support	Rivers	3/10-PASSED - yeas 35, nays 14, abs/exc 0 3/25 - Heard in Transportation
SB 5694	Allowing assessments for nuisance abatement in cities and towns.	Support	Padden	3/10 - PASSED - yeas 40, nays 9, abs/exc 0 4/3 - Heard in Finance
SB 5987	Concerning transportation revenue	Support	King	3/2 - PASSED - yeas 27, nays 22, abs/exc 0 4/14 - Scheduled for exec session Transportation
SB 5988	Concerning additive transpo funding and appropriations	Support	King	3/2 - PASSED - yeas 41, nays 8, abs/exc 0 4/14 - Scheduled exec session Transportation
SB 6062	Relating to marijuana.	Support	Hill	4/3 - Passed-yeas, 26; nays, 22; abs/exc 1 4/7 - Referred to Finance
Neutral				
SB 5048	Water-sewer assumption	Neutral	Chase	3/11-PASSED - yeas 28, nays 21, abs/exc 0 4/9 - Placed on 2nd reading by Rules
Oppose				
SB 5921	Preserving the common law interpretation and application of the vested rights doctrine.	Oppose Actively	Honeyford	3/11-PASSED - yeas 29, nays 20, abs/exc 0 3/25 - Heard in Judiciary
SB 5363	Prohibiting the use of eminent domain for economic dvlpmnt.	Oppose	Padden	3/11-PASSED - yeas 30, nays 19, abs/exc 0 3/25 - Heard in Judiciary
SB 5914	Addressing local authority in the regulation of fireworks.	Oppose	Benton	3/5 - PASSED - yeas 33, nays 14, abs/exc 2 3/18 - Heard in Local Gov
SB 5923	Promoting economic recovery in the construction industry.	Oppose	Brown	3/5 - PASSED - yeas 33, nays 15, abs/exc 1 3/23 - Referred to Rules
ESB 5994	local permitting of WSDOT activities	Neutral - lean oppose	King	3/5 - PASSED - yeas 39, nays 19, abs/exc 0 4/7 - Executive action taken in Transportation



Washington State Budget Proposals FY 2015-17: Impacts on Cities

This summary describes some impacts to cities in the state's FY 2015-17 budget.

For more information, please visit the LEAP website at: <http://leap.leg.wa.gov>

	Governor Proposed Book #2	SHB 1106: House Proposed 3/27/2015	SSB 5077: Senate Proposed 3/31/2015
State Shared Revenues			
Liquor Profits (Liquor Revolving Account)	Funded at \$98.9 million. Retains current local liquor profit sharing at \$49.4 million per year.	Funded at \$98.9 million. Retains current local liquor profit sharing at \$49.4 million per year.	Funded at \$98.9 million. Retains current local liquor profit sharing at \$49.4 million per year.
Liquor Taxes (Liquor Excise Tax Account)	Funded at \$48.2 million. \$650,000 is transferred to fund the Local Government Fiscal Note program. No additional diversions beyond the permanent \$2.5 million per quarter.	Funded at \$49.1 million. No additional diversions beyond the permanent \$2.5 million per quarter.	Funded at \$23.9 million. Continues the 50% cut in local liquor taxes from last biennium plus another \$643,000 transferred to fund the Local Government Fiscal Note program.
Marijuana Excise Tax	Provides marijuana excise tax revenue to cities and counties: \$2.1 million in 2013-15 and \$13.3 million in 2015-17.	Provides \$6 million in marijuana excise tax revenue to cities and counties per year.	Provides \$6 million in marijuana excise tax revenue to cities and counties per year.
Streamlined Sales Tax Mitigation	Fully funded at \$47.7 million.	Fully funded at \$47.7 million.	Fully funded at \$47.7 million.
Municipal Criminal Justice Assistance Account	Fully funded at \$33.6 million.	Fully funded at \$33.6 million.	Fully funded at \$33.6 million.
City-County Assistance Account (6050)	Fully funded at \$21.7 million.	Fully funded at \$21.7 million.	Fully funded at \$22.1 million.
Annexation Sales Tax Credit	Left intact.	Left intact.	Left intact.
Fire Insurance Premium Tax	Fully funded at \$10 million.	Fully funded at \$10 million.	Funded at \$424,000. \$9.6 million diverted to the state general fund.
Local Public Safety Enhancement Account	Funded at \$10 million. Per statute, 50% distributed to jurisdictions with LEOFF 2 members and 50% transferred to the LEOFF benefits improvement account.	Not funded.	Not funded.
Capital Budget			
Public Works Trust Fund	Provides only \$70 million for the 2016 construction loan list. No money for pre-construction or emergency loans. \$6.4 million is diverted to fund Growth Management technical assistance and grants. \$7.6 million diverted to fund Voluntary Stewardship Program under the Conservation Commission. \$2.8 million diverted to fund several projects under "Local and Community Projects."	Provides only \$69.7 million for the 2016 construction loan list. No money for pre-construction or emergency loans. \$4.5 million is diverted to fund Growth Management technical assistance and grants (not new revenue for Growth Management, just a shift in where the funding comes from). \$7.6 million diverted to fund Voluntary Stewardship Program under the Conservation Commission.	Sweeps \$200 million from Public Works Trust Fund (\$100 million each state fiscal year). Funding for Public Works Board staff reduced by \$300,000. \$140 million in bond proceeds allocated as backfill to cover loans already under contract. The budget also includes grants (not loans) for almost all of the city projects that were included in the loan list recommended by the Governor and the House - "Local Government Infrastructure Grants" plus some additional projects.

Capital Budget Cont.			
Stormwater	\$74 million	\$63 million	\$29.6 million, \$25 million for competitive grants
Remedial Action Grants (Toxic Clean-ups)	\$75 million	\$5 million	\$79.9 million
Coordinated Prevention Grants	\$29.6 million	\$15 million	\$29.6 million
Eastern WA Clean Sites Initiative (Toxic clean-ups)	\$11 million	\$11 million	\$11 million
Clean-up Toxic Sites - Puget Sound	\$28.0 million	\$15 million	\$40.2 million
Drinking Water State Revolving Fund Loan Program	\$120 million	\$120 million	\$135 million
Water Pollution Control Revolving Loan Program	\$191 million	\$191 million	\$203 million
Centennial Clean Water Grant program	\$40 million	\$20 million	\$40 million
Community Economic Revitalization Board	\$20 million	\$10 million	10.6 million
Puget Sound Restoration and Salmon Recovery Grants	Puget Sound Acquisition and Restoration - \$50 million, Puget Sound Estuary and Salmon Restoration - \$10 million	Puget Sound Acquisition and Restoration - \$40 million, Puget Sound Estuary and Salmon Restoration - \$10 million, Salmon Recovery Funding Board (SRF Board) grants: \$100 million (includes \$60 million in federal funds).	Puget Sound Acquisition and Restoration - \$25 million, Puget Sound Estuary and Salmon Restoration - \$5 million, Salmon Recovery Funding Board (SRF Board) grants: \$66.5 million (includes \$60 million in federal funds).
Washington Wildlife & Recreation Program	\$70 million	\$75 million total, \$28 million is for Outdoor Recreation-related grants, \$28 million is for habitat projects, \$12.5 million is for riparian projects, and \$6.5 million is for farmland preservation projects.	\$54 million total, \$45.6 million is for Outdoor Recreation-related grants, \$4.5 million is for riparian projects, and \$3.9 million is for farmland preservation projects.
Floodplain Management and Control Grants	Floodplains by Design - \$25 million	Floodplains by Design - \$43 million, Catastrophic Flood Relief: \$50 million – of which \$26.8 million is targeted toward the Chehalis Basin and the other \$23.2 million for local communities on a competitive basis.	\$50 million – of which \$26.8 million is targeted toward the Chehalis Basin and the other \$23.2 million for local communities on a competitive basis.
Washington Heritage Grants	\$5 million	\$10 million	\$10 million
Housing Trust Fund	\$75 million	\$80 million	\$65 million
Energy Efficiency and Alternative Energy Grants	\$30 million in grants for improvements to facilities and related projects that result in energy and operational cost savings. \$10 million in grants for purchase and installation of solar energy systems.	\$30 million, of which \$3.75 million must be for solar.	24.5 million in competitive grants for which cities would be eligible. 10% must go to cities/towns with fewer than 5000 residents

Programs			
Pensions	No changes to pensions assumed.	No changes to pensions assumed.	No changes to pensions assumed.
Training for Law Enforcement	During FY 2015-2017, law enforcement agencies will continue to directly pay 25% of the cost to send officers to training. Agencies will also continue to pay the costs of ammunition.	During FY 2015-2017, law enforcement agencies will continue to directly pay 25% of the cost to send officers to training. Agencies will also continue to pay the costs of ammunition.	During FY 2015-2017, agencies will directly pay 25% of the cost to send law enforcement and correctional officers to training. Agencies will also continue to pay the costs of ammunition.
Auto Theft Prevention Authority	Retains biennial funding at \$8.6 million.	Funded at \$7.74 million.	Funded at \$8.6 million.
Public Defense Grants	Office of Public Defense is funded, and public defense grants are expected to continue at current levels.	Office of Public Defense is funded, and public defense grants are expected to continue at current levels. However, if the Supreme Court increases the base traffic ticket that additional revenue is expected to increase grant funding to cities and counties.	Office of Public Defense is funded, and public defense grants are expected to continue at current levels.
Gang Prevention Grants	Retains funding at \$250,000 per year.	Retains funding at \$250,000 per year.	Increases funding to \$500,000 per year.
Sex Offender Address Registration	Decreases funding to \$4.9 million per year.	Decreases funding to \$4.9 million per year.	Funded at \$5 million per year (same as the 2013-15 biennium).
Impaired Driver Safety Account	Funded at \$1.7 million - a small increase over the 2013-15 biennium.	Funded at \$1.7 million - a small increase over the 2013-15 biennium.	Funded at \$1.4 million.
Public Health	Retains funding at \$73 million.	Retains funding at \$73 million.	Retains funding at \$73 million.
Transitional Housing	Transitional Housing and Operating and Rents program is funded at \$7.5 million for 2016 only.	Transitional Housing and Operating and Rents program is funded at \$7.5 million for 2016 only.	Transitional Housing and Operating and Rents program is funded at \$7.5 million for 2016 only.
Oil Train Funding		Funding provided to implement ESHB 1449 (Oil train safety): Department of Ecology - \$2.763 million, Military Department - \$2.487 million, Department of Fish and Wildlife - \$108,000 and \$124,000 for the Attorney General's Office to provide legal assistance.	Funding provided to implement E2SSB 5057 (Hazardous material transport). Department of Ecology - \$5.9 million. Utilities and Transportation Commission - \$669,000. Military department - \$39,000.
Hydraulic Project Approval Program	Funded at \$676,000 - 2/3 of 2013-15 funding.	Funded at \$615,000.	Funded at \$615,000.
Growth Management Activities	\$6.4 million for grants and technical assistance. Funding comes from Public Works Assistance Account	No additional resources, but funding shifted from General Fund to Public Works Assistance Account	No additional resources.
Municipal Research and Services Center	Funded at 2013-15 levels.	Funded at 2013-15 levels.	Funded at 2013-15 levels.

Public Works Assistance Account Program

Rank	TOTAL SCORE (100)	EFFORT (40)	NEED (60)	Applicant	Project	Governor PROPOSED Projects	Senate Working Projects	Budget Section	LD
25	57	19	38	Kennewick	Southridge Area Infrastructure Development	\$ 7,000,000	\$ 4,000,000	Grant in Local Gov. Infrast.	8
8	69	15	54	Bonney Lake	SR 410 - 214th Ave E Intersection Improvements	\$ 5,200,000	\$ 5,200,000	Grant in Local Gov. Infrast.	31
26	56	23	33	Camas	NW 6th Ave Rehabilitation	\$ 1,900,000	\$ 1,900,000	Grant in Local Gov. Infrast.	18
27	56	23	33	Duvall	SR 203 Safety Improvements & Road Reconstruction Coe Clemens Creek	\$ 1,500,000	\$ 1,500,000	Grant in Local Gov. Infrast.	45
12	64.5	27.5	37	Kelso	Yew Street Reconstruction	\$ 1,410,464	\$ 1,410,464	Grant in Local Gov. Infrast.	19
21	60	23	37	Longview	Washington Way Bridge Replacement	\$ 1,380,084	\$ 1,380,084	Grant in Local Gov. Infrast.	19
6	75	31	44	Othello	SR 24 Industrial Area Sewer System Improvements	\$ 3,000,000	\$ 3,000,000	Grant in Local Gov. Infrast.	9
22	59.5	28.5	31	Sunland Water District	Water Metering	\$ 325,000	\$ 325,000	Grant in Local Gov. Infrast.	24
16	62.5	31.5	31	Walla Walla	AMI Water Meter Replacement	\$ 5,926,746	\$ 3,000,000	Grant in Local Gov. Infrast.	16
14	64	26	38	Lexington Flood Control District	S Fork Mccorkle Creek Stormwater Detention Facility	\$ 4,600,000	\$ 4,600,000	ECY MTCA	19
3	81.5	25.5	56	Port Angeles	Landfill Cell Stabilization	\$ 7,000,000	\$ 7,000,000	ECY MTCA	24
5	76.5	20.5	56	Bellingham	Cornwall Avenue Landfill	\$ 4,000,000	\$ 4,000,000	ECY MTCA	42
4	80.5	30.5	50	King County	North Beach CSO	\$ 7,000,000	\$ 7,000,000	ECY SRF	36
18	61.5	23.5	38	Lakehaven Utility District	Lakota Digester Mixer Project	\$ 5,000,000	\$ 5,000,000	ECY SRF	30
2	85	25	60	Port Townsend	LT2ESWTR Water Treatment Facility	\$ 5,000,000	\$ 5,000,000	DOH SRF	24
17	62.5	22.5	40	Point Roberts Water District #4	Water Main Replacement	\$ 4,732,125	\$ 4,732,125	DOH SRF	42
13	64.5	13.5	51	Warden	Well #8 and Well #9	\$ 1,800,000	\$ 1,800,000	DOH SRF	13
19	61.5	19.5	42	Lake Forest Park Water District	Priority Steel Pipe Replacements 2014-2017	\$ 1,700,000	\$ 1,700,000	DOH SRF	32
28	55.5	24.5	31	Ilwaco	Sahalee Water System Improvements	\$ 1,257,900	\$ 1,257,900	DOH SRF	19

Summary	PWB Project Loans	\$ 69,732,319	
	PWB Project Loans Through SRFs in DOH & Ecology		\$ 26,490,025
	PWB Projects - Grants		\$ 37,315,548
	Total PWB Projects	\$ 69,732,319	\$ 63,805,573
	Additional Local Government Infrastructure Grants	\$ 7,350,000	\$ 37,113,452
	State Revolving Funds in Ecology and Health	\$ 349,000,000	\$ 349,000,000
	Centennial Clean Water	\$ 40,000,000	\$ 40,000,000
	Total Local Government Infrastructure	\$ 466,082,319	\$ 489,919,025



CITY OF KIRKLAND
City Manager's Office
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www.kirklandwa.gov

MEMORANDUM

To: Kurt Triplett, City Manager

From: Kari Page, Neighborhood Services Coordinator
Marilynne Beard, Deputy City Manager

Date: April 8, 2015

Subject: NEIGHBORHOOD SAFETY PROGRAM (NSP)

RECOMMENDATION:

Staff is recommending that the City Council 1) approves the recommended Neighborhood Safety Program (NSP) projects for 2015, and 2) receives early feedback on the first year of the Citywide Program.

BACKGROUND DISCUSSION:

The City Council authorized the Neighborhood Safety Program as a way to help "reenergize neighborhoods through partnerships on capital project implementation..." Last year, representatives from the Kirkland Alliance of Neighborhoods (KAN) and other neighborhood leaders worked with City staff to develop and implement the Pilot Neighborhood Safety Program (NSP). In June of 2014, the City Council received a report on the Pilot Program and authorized the implementation of the ongoing Citywide Program.

Community Goals:

- Provide an incentive for neighborhood participation.
- Address safety needs.
- Foster neighborhood self-help and build a sense of community.
- Increase collaboration within a neighborhood, between neighborhoods, and with City government.
- Leverage funding with match contributions and/or other agency grants.
- Collaborate with businesses, schools, Parent Teacher Student Associations (PTSAs), Cascade Bicycle, Feet First, Kirkland Greenways, and other organizations.
- Create an equitable distribution of improvements throughout the City.

Funding: With the authorization of the ongoing NSP, the Council identified two funding sources for projects:

Streets Levy pedestrian and bicycle safety (\$150,000/year) – ongoing funding with the levy goals from the voter's pamphlet:

- Upgrade or add crosswalks with new highly visible, energy-efficient warning lights.

- Install new Americans with Disabilities Act (ADA) wheelchair ramps to meet federal requirements on streets being overlaid.
- Improve pedestrian access to key transit corridors or streets being overlaid.
- Expand pedestrian and bicycle routes to improve connections with commercial areas, schools, transit routes, parks, and other destinations.
- Restripe crosswalks to increase pedestrian safety.
- Install traffic control devices to address safety hazards within Kirkland Neighborhoods.

Walkable Kirkland Initiative (\$200,000/year) through 2021.

- The Walkable Kirkland Initiative was funded from a retiring debt at the end of 2014. The funds were earmarked for one-time needs in both the Neighborhood Safety Program and Safe Walk Routes to School Program through 2021. In 2022, these one-time funds will be used to offset the loss of the Annexation Sales Tax Credit and will no longer be available for the NSP.
- Walkable Kirkland funds are dedicated to the goals outlined in the Street Levy pedestrian and bicycle safety fund.

Process:

- 1) Suggest a Project map: The interactive “Suggest a Project” map was used as the central clearing house for all suggestions made in each neighborhood. This tool has been a popular means of communication for Kirkland citizens, resulting in five hundred requests over the past three years. A database is used to track the status of suggestions from the public. The volume of input indicates the success of the program in terms of soliciting public input, but the unanticipated number of requests has been difficult for staff to manage. Public Works is developing a new Walkable Kirkland work program to manage the increased policy emphasis on non-motorized transportation. This work program will include a process for actively monitoring and reporting status on Suggest a Project.

It should be noted that, in addition to the NSP process, proposals in the Suggest a Project database are being considered in the CIP process and in the development of Kirkland’s Street Maintenance work program. In preparing the 2015-2016 CIP, considerable effort has been put into creating a comprehensive approach to implementing the policies set forth in the draft Transportation Master Plan (TMP). Potential projects from multiple sources, including Suggest a Project, are being considered based on the policy priorities contained in the draft TMP. For the 2015-2016 CIP process, there are numerous high priority non-motorized network connection projects, such as School Walkroutes, CKC Connections, Greenways, and Ten-minute Neighborhoods. Suggest a Project proposals are considered against these criteria. Highest priority is given to projects that meet multiple policy objectives. In addition to the CIP, some suggested projects that meet policy objectives could be done by in-house maintenance forces. The Suggest a Project mapping tool is being folded into the development of Kirkland’s Maintenance Management System, so that suggested projects can be folded into our Streets Division’s work program.

- 2) Neighborhood prioritization and project selection: Each individual neighborhood reviewed the projects suggested in its area—in some cases added additional projects—and then prioritized the projects. Each neighborhood’s prioritization process was different (for example some used their Neighborhood Association Board to prioritize projects and others used the neighborhood meeting forum). The selection of projects was done in the fall/winter of 2014.

- 3) Scoping and cost estimating: Staff experts were used to help scope the projects, recommend the most appropriate solution for the safety concerns, and develop cost estimates. The NSP workshop, January 22, was an effective way to create a dialogue between City staff and the neighborhoods on each individual project. Some projects were dropped, some were adjusted and others were refined at this workshop. On February 9, seventeen applications were submitted from ten of the thirteen neighborhoods. Totem Lake does not have an active neighborhood association. The Market Neighborhood did not submit an application because their top priority is being funded through a State grant (flashing crosswalk beacon at Market and Waverly Way/4th Avenue). Evergreen Hill (representing the greater Kingsgate and northeast area) did not submit because they are working with the Neighborhood Traffic Control Program on improvements funded separately in the Capital Improvement Program authorized by the Council during the 2015-2016 budget process.
- 4) Project selection: An NSP Panel with representatives from the city's twelve active neighborhood associations reviewed and prioritized the project proposals. Staff provided a rigorous technical review and score for each project. The two independent rankings were combined to create the final funding recommendation. See Attachment A for the NSP Panel criteria and Attachment B for the technical criteria. The Panel is recommending fourteen of the seventeen projects for funding.
- 5) Council approval: Following a briefing on each of the projects, staff is seeking final City Council approval of the project list at the April 21, 2015 Council meeting. The final proposed project ranking is shown in Table 1 on the following page. Attachment C is a map of all project proposals. Attachment D is a more detailed map and description of each project.

Timeline: The City Council approved the ongoing Citywide Neighborhood Safety Program in June of 2014. To identify projects before the summer construction season and comb through request for potential Safe Walk Routes to School grants before the grant deadlines, the program starts in late 2014 and is compressed to be finished in early spring. The timeline for the NSP was as follows:

Project idea due: December 15, 2014

NSP Workshop: January 22, 2015

Applications Available: January 22, 2015

Applications Due: No later than February 9, 2015

Staff Technical Review: February 9-March 11, 2015

Panel review: March 11, 2015

Panel decision: March 25, 2015

City Council decision: April 21, 2015

Projects announced: By end of April, 2015

Projects End: June 1, 2016

Table 1: Combined Neighborhood Safety Program Panel and Technical Staff evaluation ranking.

Table 1			
2015 Neighborhood Safety Program Project Recommendations			
Points	Priority	Description	Cost Estimate
979	1	NE 68th Street & CKC Stairs	\$50,000
906	2	Kirkland Avenue northside at 6th Street S Sidewalk	\$40,000
875	3	84th Avenue NE & NE 139th Street Rapid Flashing Beacon	\$30,000
873	4	116th Avenue NE at CKC Stair and Bridge Connection	\$12,000
865	5	NE 60th Street at CKC Connection	\$12,000
854	6	132nd Avenue NE at NE 97th Street Crosswalk and Flags	\$8,000
790	7	112th Avenue NE at NE 68th Street Crosswalk	\$7,000
789	8	132nd Avenue NE at NE 93rd Street Crosswalk and Flags	\$9,500
718	9	NE 70th Place at 130th Avenue NE Rapid Flashing Beacon	\$50,000
703	10	Juanita Drive Radar Speed Sign	\$20,000
700	11	7th Avenue at 1st Street and 5th Street Crosswalks	\$40,000
651	12	110th Street Gravel Walkway	\$20,000
602	13	13th Avenue at 4th Street Traffic Circle	\$12,000
579	14	98th Avenue NE Gravel Walkway	\$30,000
Total Funded			\$340,500
Funded by 6th Street Sidewalk Project			
755	15	6th Street S at 5th Avenue S Crosswalk	\$10,575
Recommended for further study			
726	16	NE 80th Street at 124th Avenue NE Islands	\$20,000
621	17	Kirkland Way at Railroad Avenue Warning Flasher	\$35,000
Total Requested			\$406,075

Next steps: The Job Order Contract (JOC) is positioned to implement the 14 projects in 2015 following Council approval. The JOC contractor will start at the top of the list (with the highest priorities) and work its way down the list until the funding has been exhausted. Early estimates indicate there will be enough funding for all 14 projects.

In addition, the following projects have been suggested for grant opportunities through the [State Safe Routes to School](#) grant process. These projects have been submitted to the City's grants committee.

- Norkirk: Complete sidewalk on 4th Street between 18th and 19th Avenues.
- Norkirk: Complete sidewalk on 19th Avenue between Market and 4th Street.
- Finn Hill: Complete sidewalk on NE 132nd Street/87th Avenue NE from 84th Avenue NE to NE 134th Street
- Finn Hill: Complete sidewalk on NE 122nd Place/NE 123rd Street from Juanita Drive to NE 124th Street

Panel feedback on the process: Overall the Citywide process went well and resulted in important, feasible and meaningful safety projects. The following feedback was provided by the Panel.

- Reviewing the "suggest a project" list and seeing items you and your neighbors submitted made the process feel comprehensive and grass roots.
- Our neighborhood feels energized and listened to.
- It was great for the annexation area to see the City working for us – it helped some who were skeptical after annexation.
- Making connections with staff and having their input was educational and very helpful.
- We've put so much into this process – it would be great to have a ribbon cutting for each of the projects as they get built. We would like to thank the City for this program.
- The process has increased our neighborhood's trust in government.
- We all learned how to better pitch projects to the City, what qualifies, what doesn't and why not. Neighborhoods are learning how to interface with the City.
- The Program teaches us to look at the greater good and beyond our specific neighborhood needs.
- The universal pick of the number one project made the process feel solid and confident that the criteria and goals of the program were being met.
- The Panel would like the project criteria to be more specific in the area of neighborhood benefit.
- The two-panel way of ranking the projects (one by a specific criteria and the other a straight 1-17 ranking) was awkward. The second method would be more effective if the Panel put the projects into four main categories (excellent, good, fair, poor).
- Unclear how projects targeted toward automobile safety only, rather than pedestrian and bicycle safety, should be incorporated into the program. Currently, those do not score well.
- Would be nice to develop a worksheet for the neighborhoods to help them step through a process that will make their projects successful.
- The first step (submitting the idea) should be shaped to have residents talk about the problem they are trying to address and what the desired outcome would be rather than jump to solutions right away. Then, staff can find the most effective solution.

CONCLUSION

Staff is requesting City Council approval of the recommended Neighborhood Safety Program (NSP) projects for 2015. With the City Council's approval of the proposed projects, planning and construction can begin with the goal of completion by June 2016.

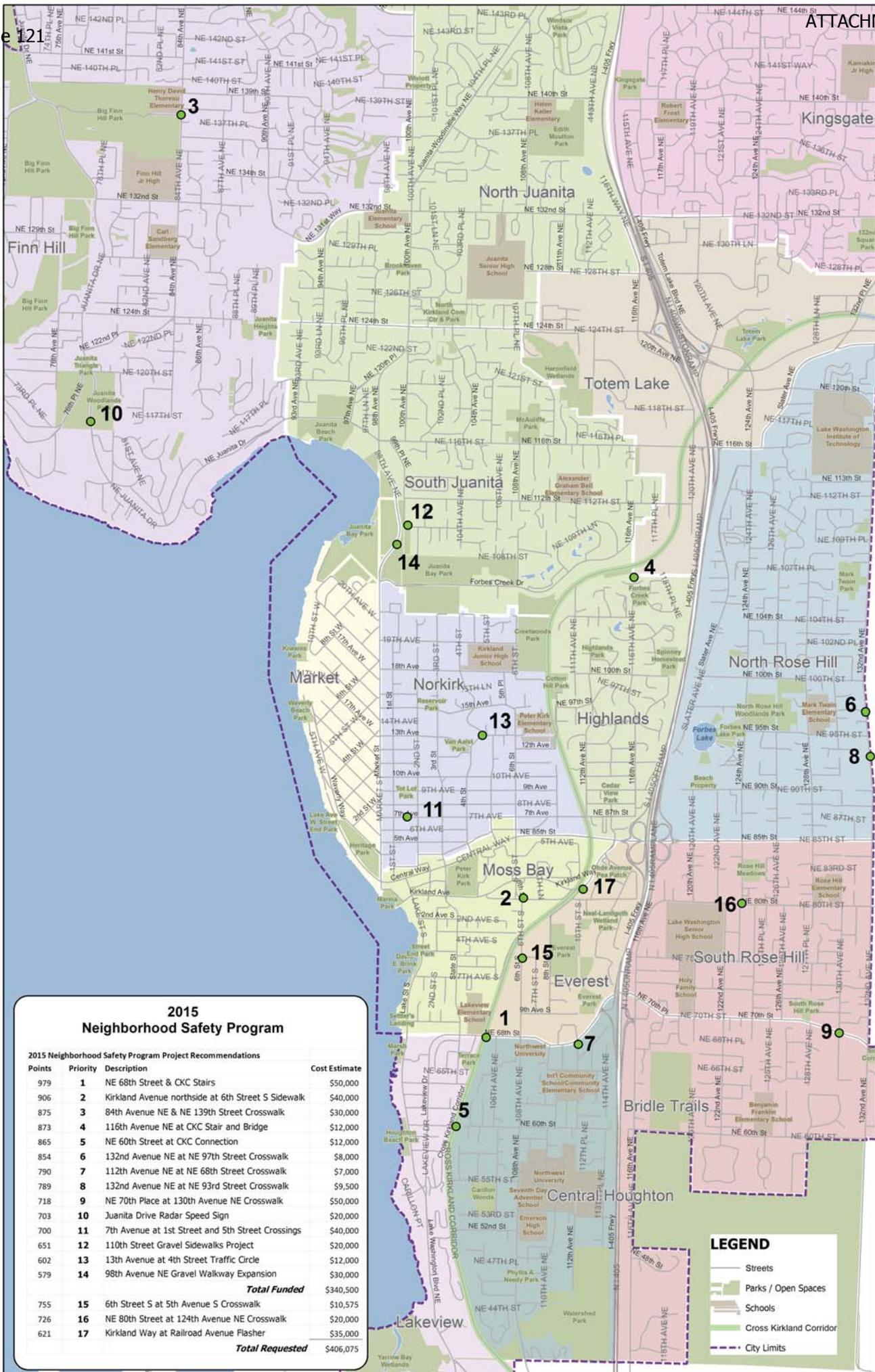
Neighborhood Safety Program Panel Safety Criteria	Score
Neighborhood and Community Benefit (0-35 points) <i>The community benefit is clearly explained. The project addresses a recognized community safety need especially with a vulnerable population with a viable, creative solution. The project expands and/or strengthens the community beyond the term of the project. The project will result in a lasting positive community impact.</i>	
Community benefit from the project: Vulnerable population 0-10 Neighborhood(s) 0-5 Community-wide residents 0-5 Business(es) 0-5 Schools (e.g. walk routes) 0-5 Other: _____ 0-5	
Neighborhood Association Support (0-15 points) <i>Project was reviewed by the Neighborhood Association and received a priority ranking.</i>	
Neighborhood Association project ranking: Rank 1 15 Rank 2 10 Rank 3 5 None 0	
Adjacent Resident Support (0-10 points) <i>Adjacent residents were contacted and given an opportunity to provide support and input to the project.</i>	
Documented support from residents adjacent to project: High 5-10 Moderate 1-4 None 0	
Community Support (0-10 points) <i>Community residents are involved and support the project.</i>	
Documented support from the community: High 5-10 Moderate 1-4 None 0	
Project Partnerships (0-5 points) <i>Community organizations, business partners, and residents are contributing to this project and their roles have been identified.</i>	
High 4-5 Moderate 1-3 None 0	

Neighborhood Panel Criteria, *continued*

<p>Project Budget (0-5 points) <i>The budget is realistic and well planned. The non-City contributions for the project are clearly documented.</i></p>		
<p>Project budget submitted:</p> <p>Complete and realistic 4-5 Incomplete and/or unrealistic 1-3 No budget submitted 0</p>		
<p>Project Readiness (0-15 points) <i>The Neighborhood Association Project Coordinator attended the Neighborhood Safety Program (NSP) workshop and understands the necessary aspects for project implementation and completion. In addition, a project timeline was submitted with the application and the activities are well planned and ready to implement. If the project extends beyond 12–18 months, there is demonstrated capacity to ensure its long-term success.</i></p>		
<p>Project Coordinator attended Neighborhood Safety Workshop:</p> <p>Yes 5 No 0</p>		
<p>Project timeline submitted:</p> <p>Complete and realistic 4-5 Incomplete and/or unrealistic 1-3 No 0</p>		
<p>Project Implementable in 12–18 months</p> <p>Yes 5 Maybe 1 No 0</p>		
<p>Project Maintenance (0–5) <i>Ongoing activities and costs associated with this project after completion are clearly described and there is a plan for how the project will be maintained and cared for.</i></p>		
<p>There is a project maintenance plan in place:</p> <p>Yes 5 No 0</p>		
<p>Total Score (100 points possible)</p>		

Neighborhood Safety Program Technical, Transportation, and Safety Criteria	Score
Existing Conditions	
Safety: How safe is the roadway/facility today? <i>(Note: use documented accidents along proposed project for relative).</i> <ul style="list-style-type: none"> • Roadway/facility meets design standards 0 • Certain areas of the roadway/facility below design standards 10 • Overall roadway/facility is below design standards 15 • Certain areas of the roadway/facility are potentially hazardous and substandard 20 • Overall roadway/facility is potentially hazardous and substandard 25 	
Volume: What are the existing volumes of traffic (not applicable if in a park)? <ul style="list-style-type: none"> • Volume is low 0 • Volume is moderate 5 • Volume is high 10 	
Speed: What are the existing speeds of traffic (not applicable if in a park)? <ul style="list-style-type: none"> • Speed is low 0 • Speed is moderate 5 • Speed is high 10 	
Existing Facility: What are the existing nonmotorized conditions? (invert scores for crosswalks) (not applicable in a park) <ul style="list-style-type: none"> • Sidewalk, paved shoulder, or gravel path on both sides 0 • Sidewalk, paved shoulder, or gravel path on one side 10 • No shoulder or sidewalk either side (must walk in vehicle lane) 25 	
Use: How much existing nonmotorized use is there? <ul style="list-style-type: none"> • Low nonmotorized use 0 • Moderate nonmotorized use 10 • High nonmotorized use 15 • Vulnerable population in proximity 20 • Vulnerable population in proximity and high pedestrian use 25 	
Anticipated Safety Improvement	
Safety: The project maintains or enhances the safety of the following modes? <ul style="list-style-type: none"> • Bicycle 0-10 • Pedestrian 0-10 • Vehicular 0-10 • Transit/HOV 0-10 	
Gap: The project extends, adds or completes a nonmotorized system. <ul style="list-style-type: none"> • Does not extend or add to an existing nonmotorized system 0 • Moderately extends or adds to an existing nonmotorized system 10 • Significantly extends or adds to an existing nonmotorized system 20 	
Link: The project connects to other multimodal facilities (for example, high capacity or other transit stops or stations). <ul style="list-style-type: none"> • Does not link to other multimodal facilities (for example, high capacity or other transit station) 0 • Does complement or link to other multimodal facilities (for example, high capacity or other transit station) 10 	

Anticipated Safety Improvement, <i>continued</i>	
<p>Use: The project addresses current nonmotorized needs in the community (for example, gaps in the system, safety issues).</p> <ul style="list-style-type: none"> • Has or will have low level of usage in the community (for example, is easily accessible to only a small portion of the neighborhood) 0 • Has or will have moderate level of usage in the community (for example, is accessible to a fair-sized portion of the neighborhood, but not the most densely populated area) 10 • Has or will have high level of usage in the community (for example, is easily accessible to a high density area or to a large porportion of the local community) 20 	
<p>Use: The project provides access for a vulnerable population (i.e. park, elementary school, mobility challenged, wheelchairs, retirement homes, hospital, Boys & Girls Club, Senior Center)?</p> <ul style="list-style-type: none"> • No surrounding facilities will access 0 • Facility within 8 to 15 blocks (½ to 1 mile) 5 • Facility within 4 to 8 blocks (¼ to ½ mile) 10 • Facility within 4 blocks (¼ mile) 15 • One facility accessed directly 20 • More than one facility accessed directly 25 	
Consistency with Plan(s)	
<p>Does the project provide a missing segment or element of an existing incomplete network which is specifically identified in the Comprehensive Plan, the Non-Motorized Transportation Plan or is an approved school safe walk route?</p> <ul style="list-style-type: none"> • Project is not in any plan 0 • Project is identified as a priority 10 • Project is in the Comprehensive Plan, or TMP, Active Transportation Plan, Capital Facilities Element of Kirkland's, or Capital Improvement Program, another plan 20 <p>Is the project identified in a neighborhood plan or does the project support the goals of the neighborhood plan and/or park plan?</p> <ul style="list-style-type: none"> • Does not support goals or conflicts 0 • No impact on goals of the plan 10 • Identified in the plan or supports the goals of the plan 20 	
<p>Does the conceptualized design of the project meet generally accepted practices and standards including American Disability Act (ADA)?</p> <ul style="list-style-type: none"> • No 0 • Yes 10 	
Maintenance	
<p>How does the project impact existing City maintenance needs?</p> <ul style="list-style-type: none"> • Greater than existing 0 • Same 5 • Less than existing 10 	
Total Score	

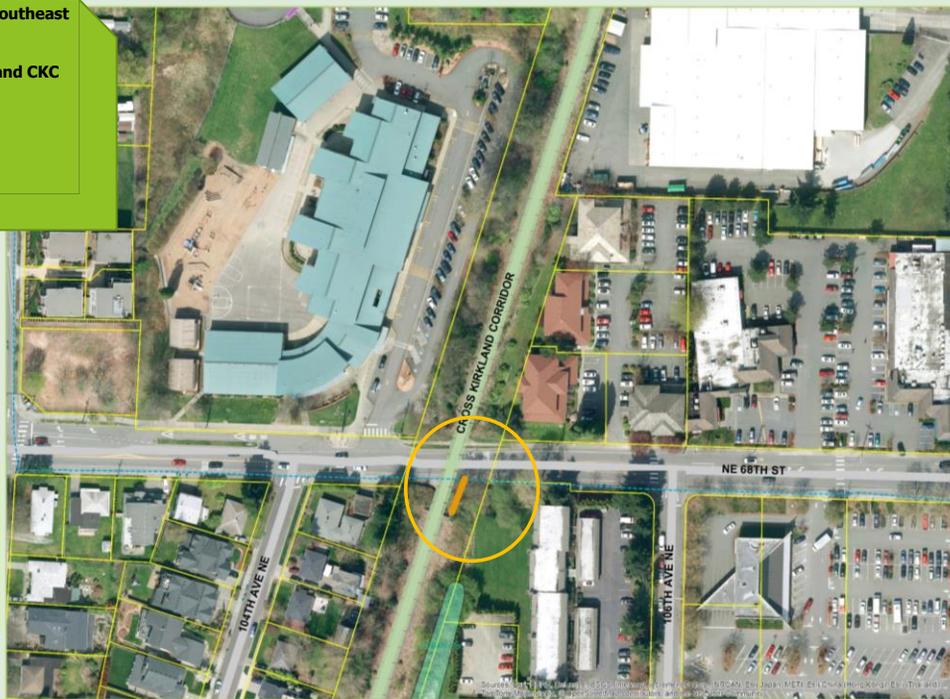


New Stairs at Southeast Corner

NE 68th Street and CKC

\$50,000

**Project 1
979 Points**



Sidewalk on Northside and Restrict Parking on Southside

Kirkland Avenue at 6th Street S

\$40,000

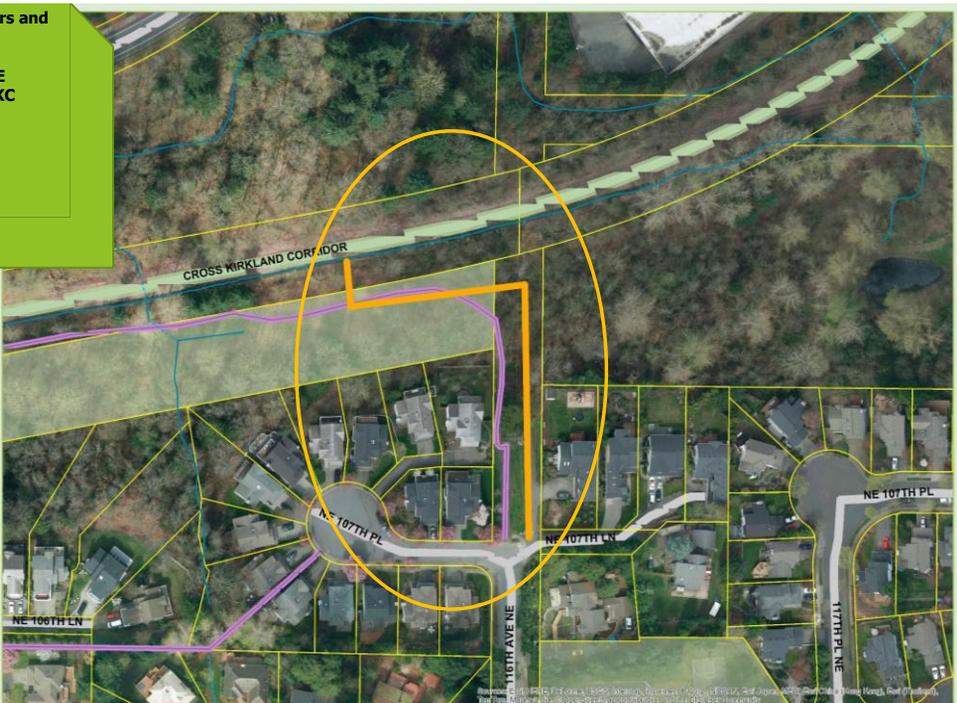
**Project 2
906 Points**



Flashing Crosswalk Beacon on Existing Crosswalk
84th Avenue NE & NE 139th Street
\$30,000
Project 3
875 Points



Reconstruct Stairs and Add Bridge
116th Avenue NE Connection to CKC
\$12,000
Project 4
873 Points



Improve Trail and Add Light
NE 60th Street Connection to CKC
\$12,000
Project 5
865 Points

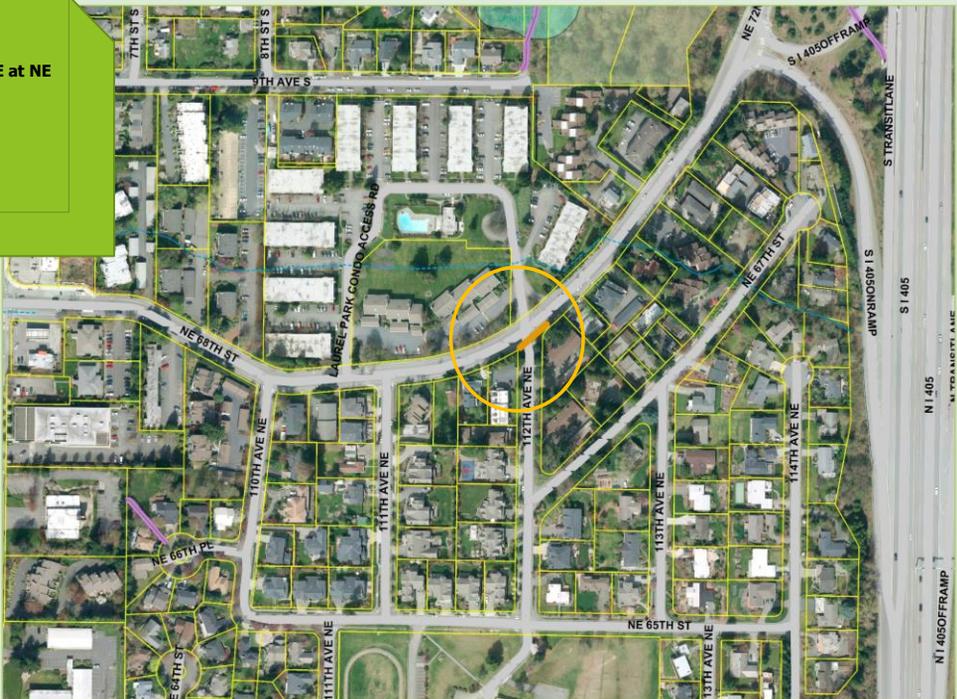
ach Park

101st Ct NE
NE 62nd St
102nd Pl NE
NE 60th St
NE 59th St
NE 58th St
Lakeview Dr
NE 81st Ct
104th Ave NE
104th Pl NE
105th Ave NE
Cross Kirkland Corridor

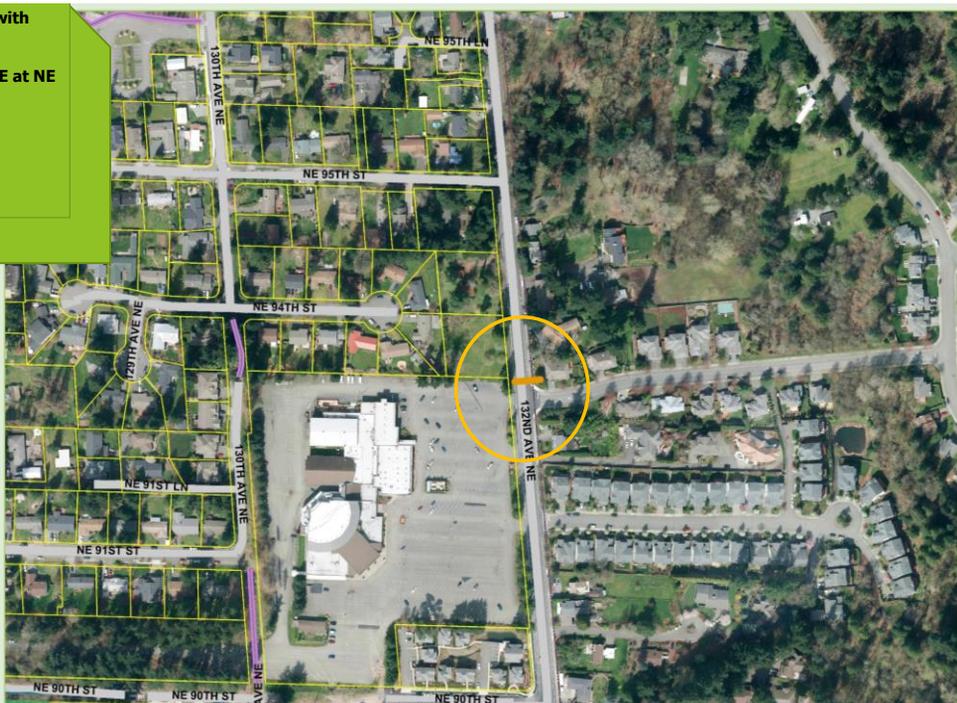
New Crosswalk and Flags
132nd Avenue NE at NE 97th Street
\$8,000
Project 6
854 Points

NE 100th St
131st Pl
NE 98th Pl
NE 97th St
130th Ave NE
NE 95th St
NE 95th Pl
132nd Ave NE

Crosswalk Improvements
112th Avenue NE at NE 68th Street
\$7,000
Project 7
790 Points



New Crosswalk with Flags
132nd Avenue NE at NE 93rd Street
\$9,500
Project 8
789 Points

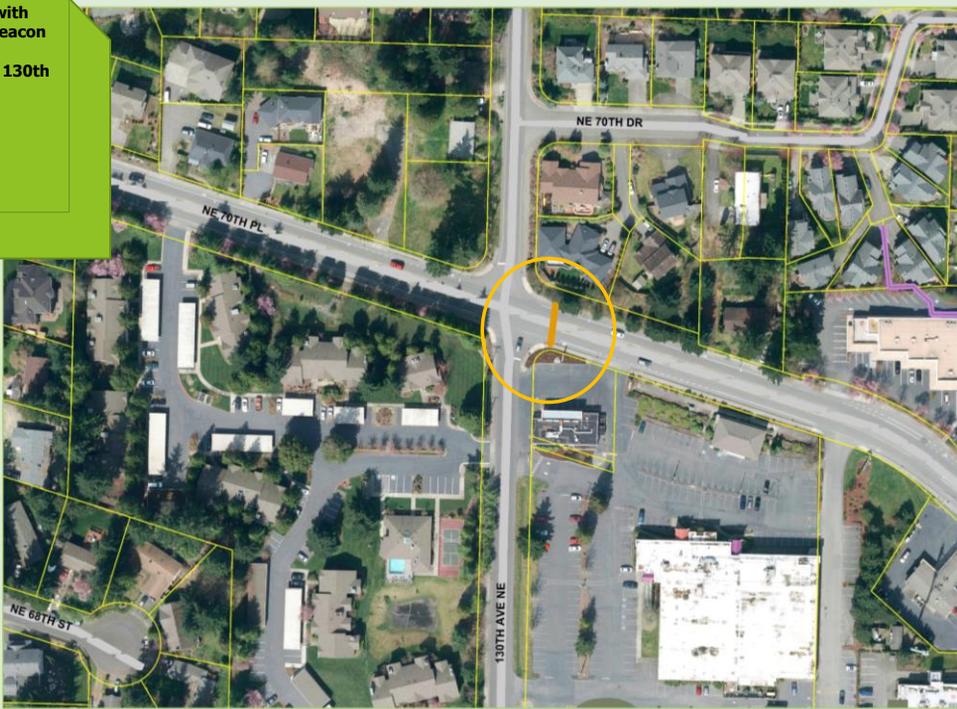


New Crosswalk with Rapid Flashing Beacon

NE 70th Place at 130th Avenue NE

\$50,000

**Project 9
718 Points**



Vicinity Map



Radar Speed Signs

Juanita Drive

\$20,000

**Project 10
703 Points**



Vicinity Map

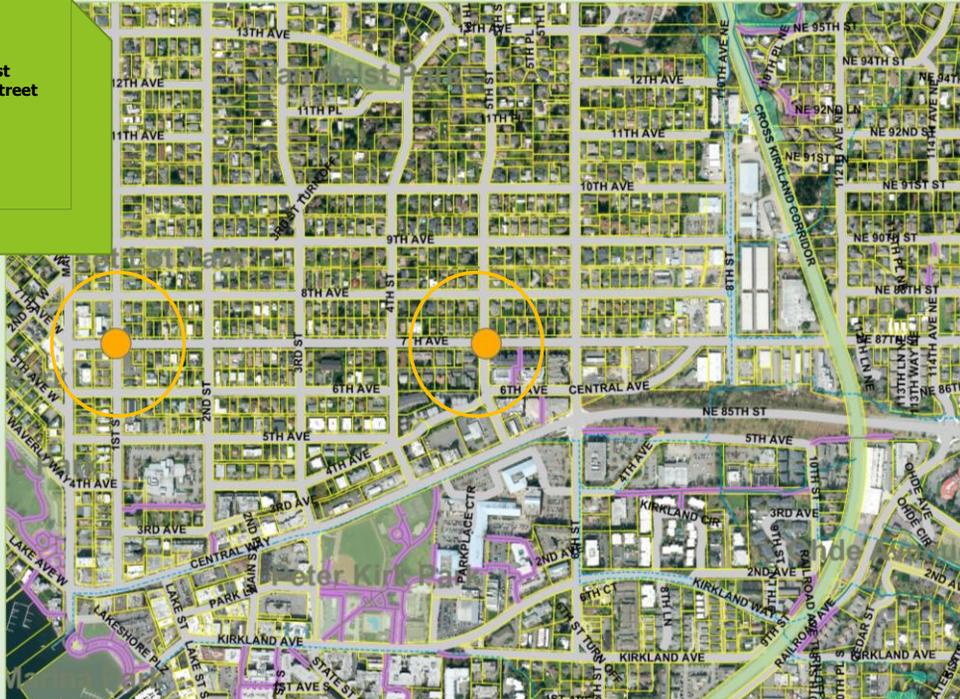


Crosswalk Improvements

7th Avenue at 1st Street and 5th Street

\$40,000

**Project 11
700 Points**



Gravel Walkway

**100th Avenue NE from
NE 110th Street to NE
112th Street**

\$20,000

**Project 12
651 Points**





CITY OF KIRKLAND
Public Works Department
123 Fifth Avenue, Kirkland, WA 98033 425.587.3800
www.kirklandwa.gov

MEMORANDUM

To: Kurt Triplett, City Manager

From: Kathy Brown, Public Works Director
Dave Snider, P.E., Capital Projects Manager
Kari Page, Cross Kirkland Corridor Coordinator

Date: April 8, 2015

Subject: Cross Kirkland Corridor Update

RECOMMENDATION:

It is recommended that the City Council receives an update on all things related to the Cross Kirkland Corridor (CKC) and hears a portion of the Currently Kirkland video "What's not to love about the CKC."

- 1. Interim Trail Construction:** Construction was completed (except work at 124th/Totem Lake Blvd—see below) in March of 2015 with only warranty work items and required contractor paperwork submittals remaining. The estimated final construction contract (with reduced material quantities and removal of the 124th/TLB Intersection work) is \$1,890,000, which is approximately \$200,000 under the original contract amount of \$2,099,175. Staff will return to City Council with an Acceptance-of-Work recommendation on the Interim Trail construction once the contractor has submitted all of the grant and other required paperwork.
- 2. Rail removal and overlay at 124th Avenue NE and Totem Lake Boulevard:** Due to weather and other construction related concerns during the contract work on the Interim Trail, a City and WSDOT Local Programs (grant administrators) staff decision was made to delete the rail removal/restoration work element from the trail construction contract. In order to achieve a better finished product, it was concluded that this work should be performed during the more favorable paving weather months (late spring/early summer). Staff is currently costing the work using the Job Order Contracting process and anticipates accomplishing the rail removal, road paving, and additional sidewalk construction by early to mid-summer of this year—the currently estimated cost for this work is \$105,000. Once this work is complete the entire project and final project closeout for the Interim Trail Project would occur after obtaining funding agency concurrence; City Council acceptance of the work is anticipated in late summer/early fall of 2015.
- 3. Waddell property connection:** The City is in the process of purchasing two properties adjacent to the CKC in the Houghton neighborhood, located at 6705 and 6711 106th Avenue NE. These properties can be used to provide connectivity from the CKC to the Houghton Shopping Center while preserving the property until the community Houghton/Everest Neighborhood Business Center update process is complete.

The CKC Master Plan identified connectivity to the Houghton Shopping Center along NE 68th Street as a high priority. Knowing this, the property owner, Doug Waddell, offered these properties to the City of Kirkland prior to his placing them on the open real estate market for sale. Seizing the opportunity to use the properties to further implement its long-term vision for the CKC, the City Council recently authorized the acquisition of two parcels.

The City has a signed Purchase and Sale Agreement (PSA) with Mr. Waddell. Included in the PSA, is a due diligence period, allowing the City, as the buyer, an opportunity to evaluate the property prior to closing the sale. This due diligence period is coming to an end, and the sale is scheduled to close on April 24th.

Staff is in the process of creating concepts for connecting the CKC to the Houghton Shopping Center using the Waddell properties. The transaction with Mr. Waddell will include a Pedestrian Access Agreement that will provide the City with the option of making an interim connection over a portion of the property to the north. Other than construction of a connection to the CKC, there are no plans at this time to redevelop or alter the site.

4. Maintenance and Operations: The 2012 Parks Levy included \$98,800/year for maintenance of the Interim Trail. Public Works is in the process of developing an ongoing maintenance plan for the Interim Trail to set standards and determine whether this funding is sufficient to meet those standards. Using the principles of maintenance management, the following steps are underway:

- a) **Feature Inventory:** A complete inventory of all items to be maintained on the interim trail. Examples of trail feature inventory items include: trail surface, drainage ditches, backslopes, fencing, landscape, wetland areas, crosswalks, flashing beacons, paved approaches, and drainage culverts.
- b) **Maintenance Tasks:** A list of tasks necessary to maintain each inventory feature. For example, tasks to be performed on the trail surface might include grading, patching, restoration, and litter cleanup.
- c) **Performance Standards:** The standard crew, equipment and materials needed to perform each task on a daily basis, along with an estimated standard daily work accomplishment.
- d) **Service Levels/Effort Levels:** The annual amount of work to be performed for each task. The effort level is usually expressed in terms of frequency. For some tasks, it makes sense to express the effort level in terms of quantities of material per amount of inventory (for example, surface patching may be expressed as "tons per mile").

Using the information above, an annual work program is developed for each maintenance task. Projected work quantities, budget, labor, equipment, and material are established for each task. This work plan is further divided into each month.

Public Works is in the process of implementing an automated Maintenance Management System (MMS). Prior to the start of a functioning MMS, a maintenance management work program is being developed manually for the interim trail

a) Garbage cans: Combination garbage and recycle receptacles were installed in March at all "at grade road crossings" including: 132nd Avenue NE; 128th Avenue NE; NE 124th Street/Totem Lake Blvd; 120th Avenue NE; NE 112th Street; NE 110th Street; NE 87th Street; Kirkland Avenue; 6th Street South; NE 52nd Street; and 108th Avenue NE. Waste Management services all locations weekly as part of the existing contract with the City of Kirkland with no additional costs.



Garbage/recycle receptacle

b) Mutt mitt dispensers: Seattle Veterinary Specialists will be installing mutt mitt dispensers next to the garbage receptacles at 11 locations within the next month. Volunteers will be asked to adopt the receptacles to keep them filled with bags. Maintenance staff is ready to assist if the volume of use is higher than what the adoptees can handle.

c) Counts on the corridor: As a pilot, in January a VideoLan Camera was purchased and placed on the trail to record images for counting users. The camera has a rechargeable battery which is recharged every few days. Counts have been taken prior to the opening of the trail, the weekend of the opening and several weeks after the opening. The advantage of the camera (over infrared counters) is the ability to distinguish different types of users (bicycle, running, walking, dog walking, etc.). The video recordings will be reviewed and users tallied so an assessment can be made to determine if this is the most effective way of monitoring use of the trail over time.



Signs for donated Mutt Mitt Dispenser

d) Americans with Disabilities Act (ADA) plan and access: ADA access to the corridor is a high priority. Staff has been working on both a long range plan and opportunities for quick wins. Seven or eight sites have been identified along the corridor to provide parking and ADA access. Those locations include 128th Avenue NE, 120th Avenue NE, NE 112th Street, NE 110th Street, NE 87th Street, Kirkland Avenue, 5th Place S, and possibly the Waddell property connection. The topographical and access challenges on the southern quadrant of the corridor emphasizes the importance of the South Kirkland TOD CKC Multi-Modal bridge. Each parking and ADA location is estimated to cost roughly \$2-3,000. Staff will return to Council with a recommended plan and funding strategy for these quick ADA wins.

e) Adjacent property owners letter: There have been a handful of tree trimming/vegetation removal violations on the CKC since the Interim Trail has been

opened. In most cases, the perpetrator was not aware of the City's rules to obtain a permit to remove vegetation on City property. As the growing season approaches, this problem may worsen. Therefore, the City will be sending a mailing to all of the property owners along the CKC to explain the permitting process. In addition, frequently asked questions and contact information of key staff will be included to foster communications between the CKC operational staff and our new neighbors.

5. Outreach

- a) Kudos: The City is receiving "fan mail" about the CKC almost daily. Staff would be remiss not to reflect this overwhelmingly positive feedback as part of the CKC update. Here are just a few comments:

"I never expected the day would arrive when the BNR corridor would become a multi-use trail for the people. I've lived in Kirkland 31 years. My family is already using the trail regularly. We intend to enjoy the honeymoon period to the max, i.e. before it's paved."

"The CKC is such a wonderful addition to the regional trail system in the Greenway—many thanks to all of you at the City of Kirkland for championing this through." Mountain to Sound Greenway

"It's the fastest way to get to work by bike vs sitting on 405 in a car. Thank you for all your hard work on this project!"

"Greetings -- yesterday I walked part of the cross Kirkland corridor for the first time---I LOVE it"

"I've been using the CKC to commute by bike from my house in North Bellevue to my office on NE 122ND Way in Kirkland. It is a joy to take the CKC. What a wonderful way to start and end the work day."

"Please extend my thanks and gratitude to any and all who responsible for having the foresight, motivation and persistence to see this project from concept through to completion. CKC is a superb resource. So well envisioned and so well executed."

"A big thanks goes to the City of Kirkland planners, the 520 highway planners, the voters, and of course me (since I voted for these projects and the funding). I recently had the most excellent commute. I live near 116th & 405 in Kirkland and I commute downtown Seattle most week days."

"This is so much better than commuting by car, or waiting for the chronically overflowing 255 bus."

"I had a wonderful commute that was nearly all on separated bike/walk paths. In 6 miles, I had about 4 intersections – 3 with user activated flashing yellow crosswalks. The car free trails almost felt like I was in Amsterdam!"

"I can hardly wait for summer and longer days – this commute will be truly incredible. Oh wait, don't tell anyone. Keep it a secret."

- b) Road show: CKC is being recognized and applauded on the regional level including presentations for Cascadia Eastside Branch Collaborative on February 17; Washington Bike Summit on March 16; and Feet First Walkable Washington Symposium on April 2. In addition, two important tours have been scheduled: the American Planning Association (APA) National Conference on April 20, and the International City/County Management Association (ICMA) Annual Conference on September 28.



City Manager Kurt Triplett and Chief Olsen with one of the UTVs

- c) Police Utility Terrain Vehicles (UTVs): Police Officers are being trained and the vehicles are being licensed for street use. By later this spring these vehicles will be on the Cross Kirkland Corridor. The City is turning to 5th grade classes within the Lake Washington School District (LWSD) to name the vehicles. Fifth grade classes (including 4th/5th Grade combination classes) have been invited to submit suggested names for the UTVs by May 1, 2015. Participating LWSD elementary schools to date include: Peter Kirk, A.G. Bell, Ben Franklin, David Thoreau, Carl Sandburg and Juanita. A community online vote will occur from May 2 through May 15 with the winning name to be announced at a future City Council meeting and in City materials. Contest details can be found at www.kirklandwa.gov/crosskirklandcorridor.

Officers will be visiting participating schools as a way to display the UTVs and interact with students." On April 21, KPD Neighborhood Resource Officer Audra Weber will be at Sandburg, Thoreau and Juanita schools and on April 23, she will be at Franklin, Kirk and Bell schools.

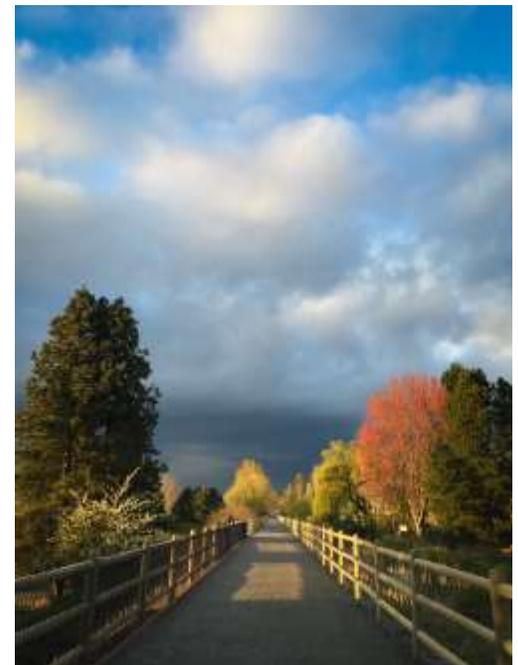


Photo by CKC user and neighbor Bea Stollnitz

- d) Draft Map: A user map of the CKC is in progress and is anticipated to be printed and online by summer. The map includes trail connections, parking opportunities (possibly including ADA), restrooms, park amenities, nearby business/shopping/restaurant districts, and other landmarks.
- e) Photo competition: CKC users are often sending in photos and videos of their favorite features of the trail. Instead of hiring a professional to take photos of the trail for the web site and other publications, staff is considering a photo competition.

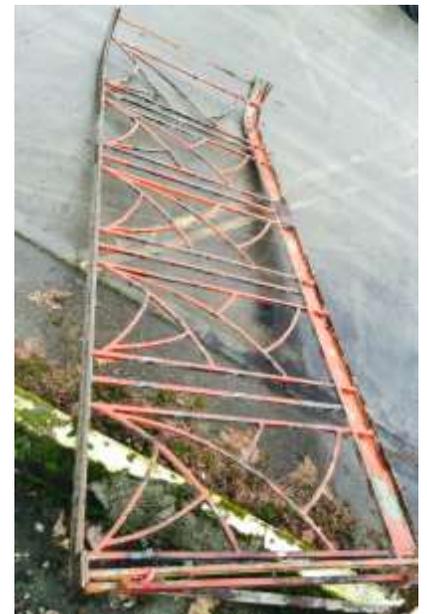
6. Projects

- a) South Kirkland TOD CKC Multi-Modal Bridge/Elevator: The South Kirkland Pedestrian Bridge project will provide a needed ADA-accessible pedestrian route between the Cross Kirkland Corridor (CKC) trail and King County Metro's South Kirkland Park & Ride facility and the nearby Transit-Oriented Development (TOD). There is approximately 50 vertical feet between the level of the parking lot and the level of the CKC trail where it intersects 108th Avenue NE. Current pedestrian access between the South Kirkland facility and the CKC trail is limited to a long and strenuous sidewalk along 108th Avenue NE.

The connection will incorporate an elevator and stair tower with access to the parking lot and the bottom level of the adjacent parking garage with an elevated pedestrian bridge that will connect to the trail. The 60-foot tower will enclose a passenger elevator and staircase within a steel-framed structure wrapped in a combination of glazing, architectural steel mesh, and perforated metal panels. The architecture of the project will be important, as this connection is located at the south terminus of the City of Kirkland's CKC trail, and so may be considered a "gateway" to the trail north.

The project is currently being designed and is approaching a 60-percent design and engineer's estimate stage. As much of the project represents an addition to an existing and fully-utilized Park & Ride facility, and the structure will be maintained by the City of Kirkland after construction, several aspects of the project require careful coordination with King County that is still underway. The "gateway" aspect of the project also has a significant influence on the 60-percent design and estimate. Initial project funds for the project came from a Washington State Capital Appropriations grant, with supplemental funds committed to the project by King County. Additional funding necessary to the complete construction of the project will be evaluated based on the 60-percent design and engineer's estimate. Staff is evaluating options to balance the desire to make the structure an iconic feature with project affordability.

- b) SRM Development: The public improvements between Google Phase I and Phase II on the CKC are under construction and anticipated to be complete one month later than originally planned. The trail is expected to be open August 1st and a joint SRM Development, Google, and City of Kirkland opening celebration is being discussed for mid-August. More information will follow on this event.
- c) Kalakala Art: Roughly 30 pieces of the Kalakala have come home to rest in Kirkland after nearly 80 years (totaling \$59,000).
- Wheel room (excluding the front section)
 - Two large doors – where cars entered
 - Valve wheels (4)



One of the ten art deco railing
(with brass hand rail)

- Hand railing (approximately 60 feet)
- Top silver section of the front of the boat with 6 port holes
- Window section of exterior with 3 port holes
- Rudder trim lever/wheel
- Rectangle brass window frames (5)
- Round top brass window frames (2)
- Small hatch with door
- Mooring line access hole

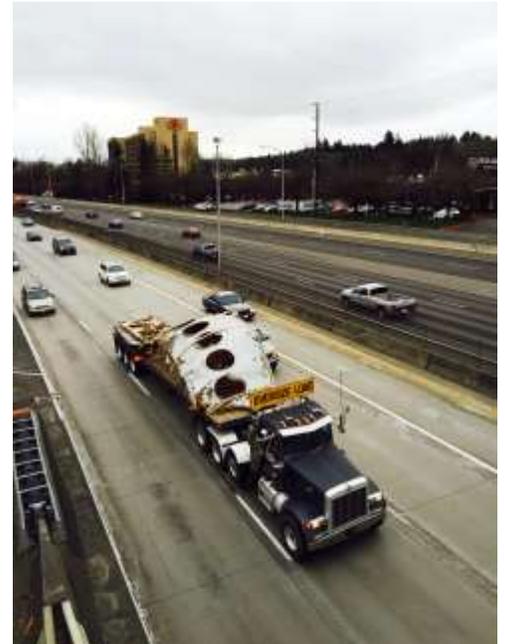
In July of 1935, the ship made its maiden voyage into Elliot Bay from the Kirkland Shipyard at Carillon Point. Within six years, the ship had carried over six million passengers and was later incorporated into the State's ferry system (1951). At the Worlds Fair in 1962, the Kalakala was voted the second biggest attraction after the Space Needle. The relevance of the iconic art deco ship to the history of the Pacific Northwest was reflected by the interest in seeing and acquiring pieces of the ship when Rhine Demolition began dismantling it in February of this year. Salty's Restaurant and the City of Kirkland preceded hundreds of people and organizations who inquired and flocked to the salvage "garage sale" during the demolition.

The vision is to place the art in a way that will connect them visually to Carillon Point from the Cross Kirkland Corridor. A committee comprised of members from the Cultural Arts

Commission, Parks Board, Transportation

Commission, and interested contributors has been formed to develop an art concept for reuse of the salvaged Kalakala pieces. The first committing meeting is scheduled for April 20th and will include a visit to the storage area where the salvaged parts are located and an afternoon session for brainstorming ideas for the art. A Request for Qualifications will be developed later this spring to procure a renovation and installation consultant/artist.

- d) CKC Connections: Connections to the CKC are a high priority in the draft Transportation Master Plan. The interim trail on the CKC provides an important new corridor for pedestrians and bicycles, and City staff are making every effort to complete connections to the CKC, and to complete non-motorized networks that include the CKC. There are four general categories of connections underway:
- Neighborhood Safety Program: This year's Neighborhood Safety Program (NSP) project list includes important connections to the CKC. Details are



Kalakala Pieces being transported to Kirkland



Inside the Kalakala Wheel House

included in the Neighborhood Safety Program memo for the April 21 City Council meeting.

- Capital Improvement Program (CIP): In preparing the 2015-2016 CIP, considerable effort has been put into creating a comprehensive approach to implementing the policies set forth in the draft Transportation Master Plan (TMP). The draft TMP places a high priority on CKC connections, which will be reflected in the proposed CIP budget for 2015-2016.
- Maintenance Work Program: In addition to the CIP, some CKC connection projects are small enough in scope to be completed by in-house Public Works crews.
- Volunteer Work: Some connections are being built by volunteer groups, under the oversight of Public Works and Parks staff.

Attachment A is a draft map indicating existing connections, as well as those planned through the NSP. Attachment B is a draft listing of each trail connection. The map will be updated once the CIP is finalized.

7. Planning

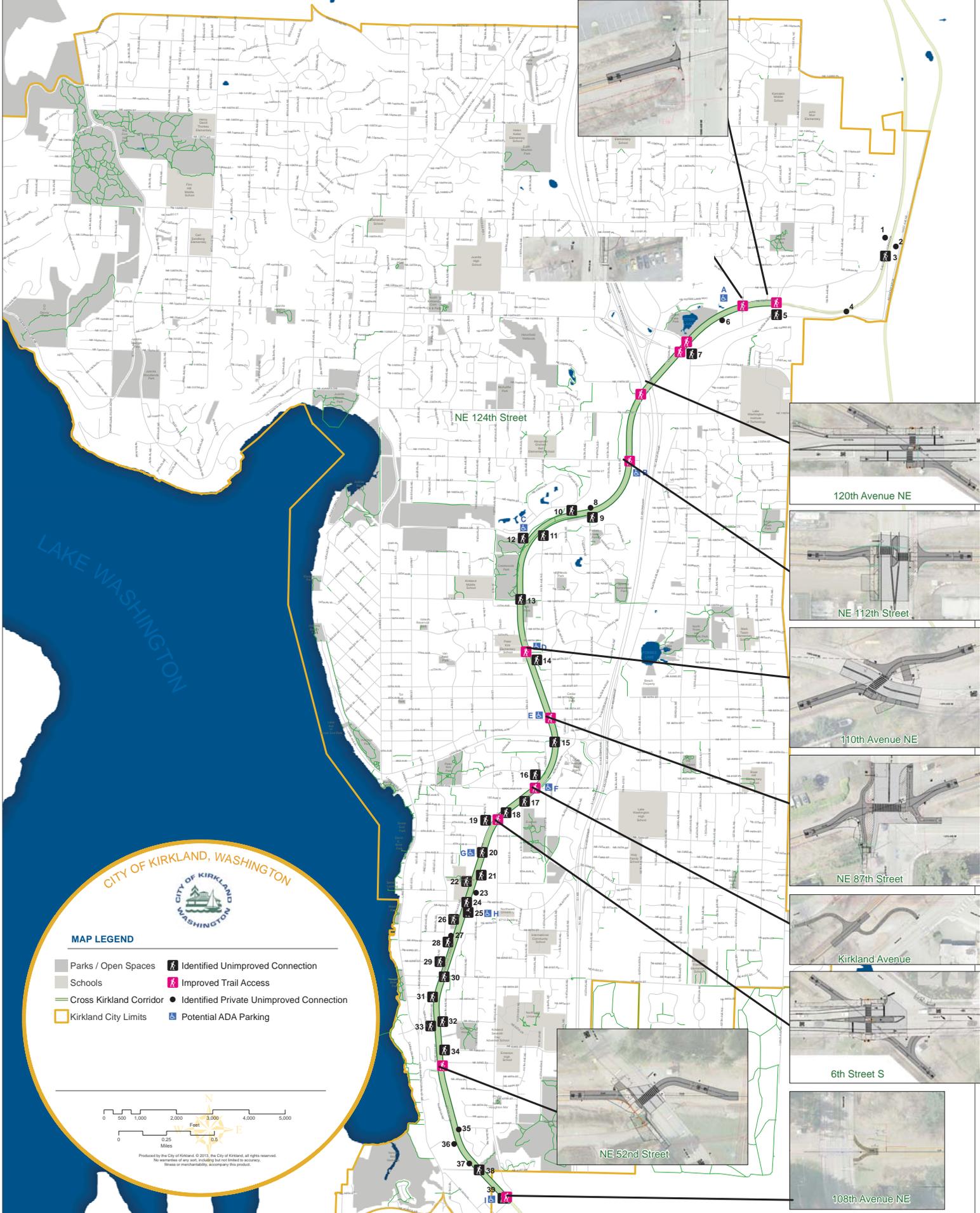
- a) Regional Advisory Council: The Regional Advisory Council April 22 meeting will be held at Kirkland City Hall Council Chambers from 2:00 p.m. to 4:00 p.m. The agenda includes the 2015 Work Plan, Collaborative Funding, Branding, and an update on concepts and funding of the gap in the Eastside Rail Corridor at Wilburton created by the construction of I-405. Kirkland staff continues to participate on the Staff Team to coordinate efforts with the regional entities.
- b) Sound Transit and City of Bellevue Memorandum of Understanding (MOU): On Monday, April 6, Sound Transit and the City of Bellevue reached [an agreement for an amended memorandum of understanding](#) that will allow East Link light rail construction to begin in Bellevue. The City of Bellevue will hold a public hearing on April 13 and the Sound Transit board will consider approving the MOU on April 23. If the maintenance facility is sited in Bel-Red, the MOU also calls for the construction of an interim trail within a one-mile stretch of the Eastside Rail Corridor to connect to a station at 120th Avenue Northeast.
- c) Special Events: The first special event is planned for the CKC on Mother's Day. For more than 10 years, the Mother's Day Marathon has been known for being one of the hilliest and most challenging half marathons in the Northwest. By using the CKC and turning the event into a point-to-point route, the marathan will be one of the flatest and event organizers anticipate having the fastest times in the region. The event will be the first of several that have been scheduled on the CKC. Attachment C is a listing of currently scheduled special events on the CKC.

The CKC will be a wonderful place to hold events, with the views, flat terrain and separation from the automobile. Anticipating a surge in special event requests, staff has developed a plan that will keep the trail safe and open to the community during events. Event guidelines include:

- No more than two events can be held on the CKC in one month (no matter how much of the CKC the event will use).
 - No races will be "out and back" to enable the public to continue to use the trail during races.
 - Off-duty Kirkland police officers are required for traffic control at each street crossing.
 - Motorized vehicles are prohibited. Event staff shall lead participants and monitor course by mountain bike or other nonmotorized means.
 - Timed events may not cross NE 124th Street in Totem Lake.
 - Public notification signage is required at major access points with no less than 1 week prior notice.
 - Larger events will not start on the CKC to allow time and spacing of participants before coming onto stretches of the CKC that are limited to 8-10 feet.
 - Staff may limit the number of participants if over time there becomes a clear "carrying capacity" issue with the trail.
- d) Eco Charrette: The "Eco-Charrette" is scheduled for May 28, 2015 9:00 a.m. to 1:45 p.m. at the Kirkland Justice Center Totem Lake Room. The purpose is to build upon on the Cross Kirkland Corridor (CKC) Master Plan, further defining the Plan's goal to "Foster a Greener Kirkland." The interactive workshop will:
- Engage experts from a variety of disciplines to explore opportunities towards the "greenest" corridor.
 - Identify green strategies and environmental themes for specific corridor segments.
 - Develop concepts to inform future design guidelines, projects and potential eco-certifications. Regional experts, regional partners and City staff will be invited to provide input on four geographic-based sections of the CKC. Opportunities and recommendations will be reported to the City Council later this summer.

Despite being open for only a few months, the CKC Interim Trail has quickly become a connector and creator of community as the Council envisioned. The residents and businesses of Kirkland have embraced the CKC with passion and excitement. New ideas and suggestions for enhancing and improving the Interim Trail are constantly being proposed by citizens, businesses and employees. Staff will continue to provide the Council periodic updates throughout the year as the Interim Trail continues to evolve and CKC Master Plan implementation efforts commence.

Cross Kirkland Corridor, Trail Connections



DRAFT Cross Kirkland Corridor Connections Data

Unimproved trail/access points (not including single family connections)	Public	Private	NSP	Large CIP
1. Evergreen Hill/Kingsgate – Development connection to ERC (west)	1			
2. Totem Lake – Astronics (east)		1		
3. Totem Lake – Willows Road (east/west)	1			1
4. Totem Lake – along NE 124 th Street (south)	1			
5. Totem Lake – 132 nd Avenue NE to ERC (east)	1			
6. Totem Lake – King County Water District property adjacent to Toyota (south)	1			
7. Totem Lake – Master Plan Aerial Bridge (north/south)	1			1
8. Totem Lake - Forbes Creek Drive ROW at 116 th Ave alignment (east/west)	1			
9. Highlands - 116 th Avenue NE (south) NSP	1		1	1
10. Juanita - Forbes Creek KC easement connection (north) NSP		1	1	1
11. Highlands - 111 th Avenue NE (south) *	1			
12. Norkirk - North Crestwoods (west)	1			
13. Highlands/Norkirk - South Crestwoods/Cotton Hill Park (east/west)	1			1
14. Highlands – 110 th Pl NE (east)	1			
15. Moss Bay – south side of NE 85th (Cobra or Garter)	1			1
16. Moss Bay – Kirkland Way and 9 th Street (west)	1			
17. Everest – Everest Park and 8th Street S (south)		1		1
18. Everest – Nytec (east)		1		
19. Everest/Moss Bay – 6th Street grade separation (north/south)	1			1
20. Everest – 7th Avenue S and Google (east/west)	1	1		
21. Everest – 6 th Street (east)	1			
22. Moss Bay – Lakeview Elementary School (west)	1			
23. Moss Bay/Everest – PCC Shopping Center (east)		1		1
24. Moss Bay/CHNA/EV/LK - NE 68 th Street (east/west) NSP	1		1	1
25. Lakeview/CHNA - Houghton Shopping Center (east)	1			1
26. Lakeview - Terrace Park (west)		1		
27. Lakeview – Private road approximately NE 65 th Street (west)*		1		
28. Lakeview - NE 64 th Street (west)	1			
29. Lakeview – NE 62 nd Street (west)	1			
30. Lakeview/CHNA - NE 60th Street (east/west) NSP	1		1	1
31. NE 58th Street (west side) from CKC to NE 58th Street ROW	1			
32. Lakeview - NE 55 th Street	1			
33. Lakeview – NE 54 th Street (west)	1			
34. CHNA – NE 53 rd Street (east)	1			
35. CHNA – NE 44 th Street (east)	1			
36. Lakeview – NE43rd Street (west)		1		
37. Lakeview - 4030 Lake Washington Blvd (west)		1		
38. Lakeview/CHNA/Keg – Watershed Park (east/west)*	1			
39. Lakeview/CHNA – South Kirkland Park and Ride (west)	1			1
	30	10	4	13

LEGEND:

Does not include all connections identified in the CKC Master Plan

Green: from public property including parks or trail easements showing on our trails map.

Blue: from private property.

Bold: Recognized in Interim Trail Plans

Bold: Large CIP Project (green or black)

NSP – Neighborhood Safety Program proposals

*Received “complaint” about fencing blocking connection.

EVENT	Estimated Participants	Date	Comments
American Planning Association Tour	30	Monday, April 20	Walking and Golf Carts SKPR to Google
Mother's Day Half Marathon	2000	Sunday, May 10	Between SKP&R and NE 112 th Street
KITH Crop Walk	50+	Saturday, May 16	
Green Charrette	12+	Thursday, May 28	Golf Carts
FBINAA	200	Sunday, July 12	FBI National Academy Associates
Seattle Sounders FC 9K with 5K "Rave Green Run"	2000	Sunday, August 9	
SRM/Google Celebration	200+	Mid August	Combined with City celebration?
ICMA	50	Monday, September 28, 9:45am - 12:15pm	Tour – SKPR to SRM/Google probably
12K's of Christmas with 5K	2000	Sunday, December 20	



CITY OF KIRKLAND
City Manager's Office
123 Fifth Avenue, Kirkland, WA 98033 425.587.3001
www.kirklandwa.gov

MEMORANDUM

To: Kurt Triplett

From: Ellen Miller-Wolfe, Economic Development Manager
Philly Hoshko, Special Projects Coordinator

Date: April 8, 2015

Subject: Funding for the Cross Kirkland Corridor Art Integration Plan

RECOMMENDATION:

Council approval of \$20,000 from the Cross Kirkland Corridor (CKC) Master Plan budget to develop a CKC Art Integration Plan.

BACKGROUND DISCUSSION:

The Cross Kirkland Corridor is quickly becoming a popular gathering place for Kirkland residents. That same popularity is reflected in the many ideas that staff has received for locating art - functional, interpretive, and sometimes provocative - on the corridor. The list that follows includes several early ideas that should not be viewed as definitive. Two, Nytec and Google efforts, are being developed on private property and do not require City review. Concepts that have already been advanced, moving south to north along the CKC include but are not limited to:

- A vertical installation, perhaps attached to a proposed lift that would negotiate a substantial grade change and connect the South Kirkland Park and Ride to the trail.
- An art piece comprised of salvaged pieces of the Kalakala sited in a way that would connect them visually with Carillon Point, the shipyard where many of them were made.
- A landscaped area on either side of the trail as it runs through the Google Campus, including a BNSF caboose.
- A sculpture garden at NYTEC just east of the 6th Street crossing.
- A heritage district in the area of the Kirkland Way corridor crossing that commemorates the Kirkland Depot, the water tower that once fueled steam engines, etc.
- An iconic elevated bridge and drop down that connects across 124th to the Totem Lake Park.
- Several opportunities for revolving sculpture gardens and landscape art.
- Wayfinding and community information signs that would be located at key junctures to direct people to areas like downtown and park facilities.

With so many ideas percolating, the Cultural Arts Commission (CAC) has sent a letter to the Council recommending that an Art Integration Plan be developed (Attachment A). This Plan will

provide an opportunity for all community members to offer ideas for art on the corridor. With expert guidance from art consultants and CAC leadership, the community will develop, filter and prioritize art ideas, identify where to place art on the corridor, and finally, make a recommendation to City Council to adopt a matrix or guideline document for considering current concepts and future art proposals for permanent, ephemeral and performance-based art.

The CAC has produced a framework or 'plan for the plan', that illustrates the need, process and outcomes for a complete integration plan (Attachment B).

This Framework outlines an approachable, community-based process which allows for Kirkland's citizens, artists, and business owners to become vested in shaping the cultural vibrancy of the CKC.

The three primary goals of the Framework:

1. To identify stakeholders and project advisors who are willing to commit to a process of identifying key values and implementation strategies for artistic endeavors along the trail.
2. To provide a task-force-based strategy for community members to identify opportunities and challenges for art integration on a zone-by-zone basis.
3. To provide a matrix that cross-references the character zones, art integration, artistic media, and potential artists based on the key values of the community.

The full art integration plan process is estimated to cost \$20,000; funding to retain an art consultant to work with the community. The completed plan would be used to seek art funding, and as was mentioned previously, provide criteria for art that is proposed and recommended to City Council.



Dear City Council and City Manager,

On behalf of the Cultural Arts Commission, I want to thank you for meeting with the Commission and discussing the City's plan for an art installation to be located on the Cross Kirkland Corridor (CKC) that reuses salvaged pieces of the Kalakala. The Commission appreciates that portions of the Kalakala were manufactured in Kirkland, and that their restoration and inclusion in one or more art pieces on the CKC is important to the citizens of Kirkland. Though the Commission understands that opportunities like the Kalakala salvage require quick action, it looks forward to being included in further decisions regarding transforming these pieces into art.

Looking ahead, the Commission believes that an Art Integration Plan is needed for the CKC. While the CKC Master Plan provided guidance by identifying character zones and making general suggestions about temporary and permanent art, an Art Integration Plan is necessary to develop additional details and more specific guidelines regarding art activations.

Based on this need, the Cultural Arts Commission has led the effort by investing \$1,000 to produce a framework for the Art Integration Plan. This attached framework illustrates the need, process and outcomes for a complete integration plan.

However, to maximize the potential of a celebrated community asset, the Cultural Arts Commission requests that City Council appropriate \$20,000 to develop the complete Art Integration Plan.

The investment will be used to hire a qualified public art planning consultant to manage the needed public engagement that will encourage the community to not only be part of the collaborative process, but to feel ownership in developing a shared community vision for art activation. The shared community vision through the public participation process and resulting set of guidelines will be the foundation of the Cultural Arts Commission's recommendations for public art to City Council.

Please let staff know if you would like additional information or time with Commission leadership. Thank you for your consideration.

Sincerely,

Dawn Laurant
Cultural Arts Commission Chair

Ryan James
Cultural Arts Commission Vice Chair

Commissioners

Carol Belval
Alexandra Dorsett
Christine Exline

Marianna Hanefeld
Ryan James
Dana Nunnelly

Linda Paros
Erin Zangari
Gaerda Zeiler

Attachment: Art Integration Framework Plan

CROSS KIRKLAND CORRIDOR

ART INTEGRATION FRAMEWORK PLAN

A PROCESS FOR THE INTEGRATION OF ARTWORK WITH THE CROSS KIRKLAND CORRIDOR MASTER PLAN



PERRI HOWARD
VMG: Velocity Made Good



Art Integration Framework Plan

A Process for the Integration of Artwork with the Cross Kirkland Corridor Master Plan

INTRODUCTION

The preparation of a plan to integrate art in public projects is an enriching step for any city, town, or organization. Building on the core values of a community, the best art plans address creative expression and meaningful connection in equal measures. Art planning identifies opportunities for artwork on a site-specific basis with keen sensitivity toward the community and visitor experience. Community charrettes, one-on-one interviews, public meetings, and cultural advocacy are all facets of this highly engaging process. A comprehensive art integration plan has the power to tell a story, illuminate history, engage people of all ages, interests and ethnicities, transform undiscovered spots into delightful places for visitors, residents, and community members



EXECUTIVE SUMMARY

What follows is a framework for producing an Art Integration Plan. This Framework could guide a Cultural Arts Commission-driven art integration planning effort or alternatively, be provided to a consultant who would coordinate that effort. More immediately, the Framework document will be used to seek funding for the Art Integration Plan which is anticipated to cost \$20,000. It also will be incorporated in a Request for Proposals (RFP) that will solicit public art planners to work with the community on the preparation of the Art Integration Plan.

An Art Integration Plan furthers the vision and direction set forth in the CKC Master Plan by integrating permanent, temporary, and performing arts events. The Master Plan carries a strong spirit of inclusivity, based on a process of community building, interaction, and exchange. Kirkland Washington is a community founded upon entrepreneurial values and a pioneering spirit. Early settlers were drawn to Kirkland's proximity to Seattle, but were equally committed to forging a unique identity for this lakeside community.

The Art Integration Plan will include a clear process for creative engagement that upholds the vision and mission of the recently adopted Master Plan. The Plan will be designed to be exportable to adjacent communities and neighborhoods as trail expansion continues throughout the region. Artwork and cultural happenings will ensure that this corridor is not just a series of places or a destination park, but that it will always be activated, inviting visitors to return and to consider the trail as a journey all its own. The Kirkland Cultural Arts Commission will lead the curation of art on the corridor.



Why are we taking this further step?

The CKC Master Plan, through a community process, identifies four primary goals:

1. To Connect Kirkland.
2. To Foster a Greener Kirkland.
3. To Shape a place unique to Kirkland.
4. To Activate Kirkland and evolve over time.

The CKC Master Plan targets eight distinct character zones within the eight neighborhoods along the trail, based on the physical attributes of each zone, activity levels, and community access. Most importantly, the Master Plan creates great spaces for art, events, and civic celebrations to ensure that the trail becomes the delightful, vibrant, civic asset that it is designed to be.

This Framework outlines an approachable, community-based process which allows for Kirkland's citizens, artists, and business owners to become vested in shaping the cultural vibrancy of the CKC. The three primary goals of the Framework:

1. To identify stakeholders and project advisors who are willing to commit to a process of identifying key values and implementation strategies for artistic endeavors along the trail.
2. To provide a task-force-based strategy for community members to identify opportunities and challenges for art integration on a zone-by-zone basis.
3. To provide a matrix that cross-references the character zones, art integration, artistic media, and potential artists based on the key values of the community.

PROJECT GIVENS

#1

The Art Integration Plan will proceed in accordance with The CKC Master Plan which was approved by City Council on June 18, 2014. It will respect and respond to the distinct character zones along the corridor that the Master Plan identifies. These zones are punctuated by scenic viewpoints, recreational opportunities, places of respite, and unique identifiers for each neighborhood. The Art Integration Plan will outline a process for integrating artwork with the CKC Master Plan to enliven these beautifully-designed spaces for years to come.

#2

Once completed, the Art Integration Plan will be adopted by the Kirkland City Council as an attachment to the Master Plan. This ensures that there will always be opportunities to creatively engage the public as art integration decisions are required and the landscape of the trail evolves.

#3

The CKC artwork will be curated in accordance with the mission of the Kirkland Cultural Arts Commission which, at direction of the City Council, invites, inspires and fosters art in the community. The corridor artwork will complement and diversify the City's public art collection.

#4

The Art Integration Plan is another expression of community building, for which Kirkland is well known. Community members are encouraged to connect with the pioneering spirit of Peter Kirk and the founders, to join forces in creating a culturally vibrant, totally unique corridor, designed to inspire residents and visitors of all ages and backgrounds.

#5

Kirkland is known as a creative community including artists, makers, and entrepreneurs. This Art Integration Plan will engage the creative community in revitalizing the artistic spirit of Kirkland.

#6

The Art Integration Plan supports other city agencies in meeting their commitments to the community in providing a linear, accessible park, a transportation alternative, and a safe place for civic engagement.



STEP ONE - JOINING FORCES

The first step in developing an Art Integration Plan is to cast a wide net and identify the key individuals, groups, and elected officials who will shepherd this process by lending their skills, knowledge, and expertise to the art integration process. Here is a proposed list of key constituents whose input will be vital to the cause, and whose participation will attract new groups to this and other artistic endeavors. Roles of stakeholders and advisors will be defined as process evolves.

ADOPTERS

Kirkland City Council

STAKEHOLDERS

CKC Service Team
Office of the City Manager
Cultural Arts Commission
Kirkland Art Center
Kirkland City Council
Kirkland Heritage Society

ADVISORS

Tourism Development Committee
Local Artists
Kirkland Alliance of Neighborhoods
Kirkland Performing Arts Center
Greater Kirkland Chamber of Commerce
Major businesses adjacent to CKC
Cascade Bicycle Club
Eastside Rail Committee
Trust for Public Lands
Kirkland Event Service Team
Kirkland Youth Commission
Green Kirkland Partnership

The Plan anticipates that moderators for the task forces will be recruited from the constituencies above and a short training will prepare them for overseeing the meetings that follow. Moderators will come from a variety of backgrounds including the arts, trail devotees and community members. The training will provide background on the corridor, information about the process and its goals, and how to conduct a group discussion with a firm but neutral perspective.

STEP TWO – SELECTING A TASK FORCE

Task forces are established to address a particular question or problem, and to provide solutions and alternatives. In contrast to standing committees, task forces are ad hoc; once their mission is accomplished, they will disband. After a brief introduction by the moderator, the task forces will identify key elements and essential concerns in the following five areas:

1. Art in Public Places
2. Performing Arts and Events
3. Trail access and Journey

4. Neighborhood Spirit
5. Economic Development and Tourism

Anyone and everyone with a vested interest in the CKC is invited to join an Arts Integration Task Force. All Task Forces will meet concurrently during the five Arts Integration Framework meetings described below. The timeframe for the entire process may take an estimated 3-4 months.

MEETING #1 - THE DISCOVERY PHASE

The Discovery phase is dedicated to introducing arts integration to a large number of attendees including, but not limited to, community members, business owners, recreational organizations, city staff, etc.. Some may only attend this meeting, then choose to disengage from the process. Others may choose to join a task force and continue through the next four meetings. An acknowledged expert in the field of cultural placemaking will show examples of successful art integration projects and places to inspire the group and encourage participants to be bold with their thinking.

1. Present and review the salient aspects of the CKC Matrix.
2. Inspiration by an acknowledged expert experienced with art integration projects.
3. Describe the primary topics for each task force.
4. Introduce the idea of key value vs. core concept.
5. Invite attendees to join a Task Force.
6. Conclude with a Task Force meet and greet ice-breaker exercise.

MEETING #2 – IDENTIFYING KEY VALUES

Core concepts and key values are different but related to each other. Core concepts are the fundamental beliefs of a person or organization. The core concepts of the CKC Master Plan are identified in the four goals listed (executive summary).

A key value is a more detailed version of a core concept. For example if one wishes to address the core concept of “Connecting Kirkland”, the key value may be: create easy access points, schedule performing artists that move along the trail, use lighting to identify each character zone, etc..

1. Task forces work to identify key values.
2. Data-driven analysis of findings.
3. A representative from each Task Force reports back to larger group.
4. Moderator summarizes findings.
5. Meeting concludes with participants prioritizing the key values of greatest importance to them. This becomes one aspect of “draft matrix one” (Appendix) to be used in the next meeting.

MEETING #3 - PRE-FLIGHT

In this meeting, task forces convene for a second time to review the key values identified in meeting #2. Each task force will be asked to consider:

1. The various categories of draft matrix one.
2. What needs to be formalized?
3. What needs to remain flexible?
4. Are we missing anything?

MEETING #4 - RUN-UP

Prior to this meeting, the moderators graphically arrange the results of their task forces (draft matrix two) and present findings. In this meeting, the task forces will work to create linkage between the key values and artistic expression. Referencing draft matrix two, task forces are asked to consider:

1. Connections to surrounding trails and destinations.

2. Goals for permanent artwork.
3. Goals for temporary artwork.
4. Positioning and Placement.
5. Changes necessary to finalize the Art Integration Matrix

MEETING #5 - LAUNCH

The task forces will meet only briefly at the beginning of this meeting. Otherwise, it is a celebration honoring our efforts, identifying next steps, and thanking everyone for their thoughtful, hard work. The Final Arts Matrix is presented to the community and all are invited to give input and suggestions.

ADOPTION AND FUTURE UTILIZATION OF THE MATRIX

The Arts Matrix then resides with the master plan and is a project asset that will be used to seek funding and project support, following review by the Kirkland Cultural Arts Commission, Steering Committee and adoption by Kirkland City Council. The next step is to create an art plan that specifies the process of artist selection, artwork location, budgets, and phasing. The City of Kirkland may choose to design the art plan in-house, or hire an arts planner to work with the city and associated agencies to complete the plan.



NEXT STEPS

Does Kirkland facilitate the framework process or do we hire a professional?

Do we assemble a blue-ribbon committee as keepers of the vision?

Who are the emerging leaders that will shepherd the art integration along?

Who are the luminaries in the field that we can learn from?

Beyond the immediate community, who do we want to invite to join forces with us?

How will the CKC art integration differentiate us from surrounding communities?

How will the CKC help people to live their individual values and connect with others?

What are our funding sources?

What happens in character zones?

Who are the types of artists?

ABOUT THE AUTHOR

Perri Howard is an artist and arts planner who's firm VMG is based in Seattle, Washington. In 2009, she joined the design team, led by the Berger Partnership, to work on the Art Integration Plan for the Redmond Central Connector. In 2012, she worked with Lesley Bain of Framework Cultural Placemaking to provide Arts Management Services for the Kirkland Justice Center. Perri is dedicated to creatively engaging the public through permanent and temporary works, soundscape design, and arts-integrated master planning. She has received wide recognition through an Artist Trust Fellowship, Seattle CityArtist Award, 4Culture Special Projects Grant, and as a J. William Fulbright Foundation Senior Research Grant. She has served as a visiting artist at many colleges and universities and is an active board member with the Twispworks Foundation and Seattle Arts Commission.

EXAMPLE - CKC Art Integration Matrix

	Art in Public Places	Trail Access and Journey	Performing arts and events	Neighborhood Spirit	Economic Development and Tourism
EXAMPLE ZONE	Natural materials Landmark artworks Environmentally Sensitive Kid-Friendly	No amplification or bright lights Community-based artworks that change with the seasons	Art and Nature Festival Illuminated Procession on New Year’s Eve	Historically inspired wayfinding elements. Interactive Tree ID game	Art tour by bicycle Writers in the woods poetry class
Example Projects	<i>“Call of the Wild”</i> Museum of Glass, Tacoma	<i>“Streamlines”</i> Lexington, KY	<i>“WaterFire”</i> Providence, RI	<i>“I Wish This Was”</i> New Orleans, LA	<i>“Everyday Poems for City Sidewalk”</i> St. Paul, MN
YARROW WOODS					
Example Projects					
HOUGHTON PORCH					
Example Projects					
CONVERGENCE ZONE					
Example Projects					
EVEREST EDGE					
Example Projects					
NORKIRK EDGE					
Example Projects					
HIGHLANDS PASS					
Example Projects					
WEST TOTEM LAKE					
Example Projects					
TOTEM PARK					
Example Projects					

KEY VALUES

Key values will be gleaned from the Task Force Meetings, but here are some examples:

1. High levels of public access
2. Sustainability (environmental, financial, experiential)
3. Stewardship of physical assets
4. Integration of physical assets
5. Develop support and ties with regional community
6. Programming responsive to community
7. Be a good Neighbor
8. Achieve city-wide values and goals for use.

HOW DOES ART INTEGRATION SUPPORT THE KEY VALUES?

This question will be answered in task force meetings #3 and #4, but here are some examples:

Brings art and creative expression to the park experience without sacrificing order and safety. (KV #1, 3, 7, 8)

Resolves the site without killing the buzz. (KV #2, 4, 7)

Encourages participation and creative expression for all ages, abilities, economic and ethnic backgrounds. (KV #1, 5, 6, 7, 8)

Designs mechanisms for order and safety that don't feel like barriers. (KV #1, 3, 4, 5, 8)

Creates a more vibrant and less scripted park experience.
(KV #1, 3, 6)

Delights and bewilders, but does not confuse. (KV #2, 4, 7)

Melds creative expression with functional and efficient means of engagement.
(KV #1, 2, 4, 7, 8)

Inspires stewardship by making the initial investment in creating a great space.
(KV #2, 3, 5, 7,8)

Expands the public experience and makes a there, there. (KV #2, 4, 5, 6, 7, 8)

Focuses on what people will experience, and echoes that through the necessities.
(KV #1, 5, 6, 7, 8)

Art may be repeated (ex. a series of sculptures), but is never twice the same.
(KV #1, 2, 4, 8)

FISCAL NOTE

CITY OF KIRKLAND

Source of Request							
Ellen Miller-Wolfe, Economic Development Manager							
Description of Request							
Funding of \$20,000 for a Cross Kirkland Corridor Art Integration Plan funded from the Cross Kirkland Corridor Master Plan project (CNM 0024 101).							
Legality/City Policy Basis							
Fiscal Impact							
One-time use of \$20,000 from the Cross Kirkland Corridor Master Plan Project (CNM 0024 101). There is sufficient budget authority in this project to fully fund this request.							
Recommended Funding Source(s)							
<i>Reserve</i>	Description	2015 Est End Balance	Prior Auth. 2015-16 Uses	Prior Auth. 2015-16 Additions	Amount This Request	Revised 2015 End Balance	2015 Target
						0	N/A
						0	N/A
<i>Revenue/Exp Savings</i>							
<i>Other Source</i>	Cross Kirkland Corridor Master Plan capital project.						
Other Information							

Prepared By	Neil Kruse, Senior Financial Analyst	Date	April 13, 2015
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CITY OF KIRKLAND
Department of Parks & Community Services
505 Market Street, Suite A, Kirkland, WA 98033 425.587.3300
www.kirklandwa.gov

MEMORANDUM

To: Kurt Triplett, City Manager

From: Jennifer Schroder, Director
Linda Murphy, Recreation Manager

Date: April 9, 2015

Subject: RESOLUTION REGARDING A POTENTIAL KIRKLAND AQUATIC, RECREATION, AND COMMUNITY CENTER BALLOT MEASURE

RECOMMENDATION

That the City Council adopts a resolution that 1) authorizes staff to take those actions necessary to provide the Council with the option of placing a ballot measure before voters as early as November 2015 for the purposes of funding the development of a Kirkland Aquatics, Recreation, and Community Center facility and 2) removes Juanita Beach Park from consideration as a potential site.

BACKGROUND

At their meeting of March 17, 2015 the City Council received a report on the proposed Aquatic, Recreation, and Community (ARC) Center. The report provided an update on the search for a suitable site, results of public outreach and research including a random telephone survey, and associated recommendations from the Park Board, among which included a recommendation to remove Juanita Beach Park from consideration as a potential site for the ARC.

At the meeting the Council expressed interest in taking the steps necessary to consider a ballot measure for the 2015 General Election, scheduled for November 3. Specifically, the Council indicated support for exploring formation of a Metropolitan Park District (MPD) as a funding mechanism for development of the ARC Center. The Council expressed this support due to the flexibility provided by the MPD which allows the Council more time to identify sites and cost estimates as well as for MPD funds to be spent outside of the MPD boundary which allows for potential regional partnerships. The Council agreed with the Park Board's recommendation to remove Juanita Beach Park from siting consideration. The Council also expressed a continued preference for securing a suitable site in the Totem Lake Urban Center area to provide recreational amenities, a sense of place, and to help catalyze economic growth in Totem Lake.

The attached resolution would formalize Council direction to staff to complete the tasks necessary for the Council to have the option to place the formation of a Metropolitan Park District on the November 3 ballot for the purposes of funding the ARC Center. The resolution also formally removes Juanita Beach Park from consideration as a potential site for the proposed facility and directs staff to continue to seek a suitable site, preferably in the Totem Lake Urban Center.

The resolution also directs staff to continue to explore partnership opportunities with interested community organizations and other jurisdictions. On March 31, 2015 the City Council met with the

Redmond City Council and discussed opportunities for partnering on indoor recreation facilities. Based on that conversation, it appears that Redmond is not in a position to commit to a partnership with Kirkland on development of a facility within the timeframe desired by the City Council. The City Council is also scheduled to meet jointly with the Bellevue City Council on May 11, 2015, which may provide another opportunity to explore a regional partnership.

Among the tasks necessary to prepare for an MPD ballot measure for November 3 include:

- Securing contracted legal and financial services to provide expert analysis of the advantages and disadvantages of the formation of an MPD, as well as to draft documents necessary to implement an MPD in a way that maximizes the benefits and minimizes any potential liabilities to the City.
- Continued public outreach to provide information to the community on both the ARC and an MPD as a funding mechanism.
- Continued outreach to aquatic and recreation stakeholders and potential funding partners.
- City Council adoption of a resolution submitting a proposition for formation of the MPD to the voters prior to August 4, 2015.
- The resolution must designate the proposed composition of the board of the MPD commissioners, which may be the City Council serving in an ex officio and independent capacity.
- While not required, it is recommended that an interlocal agreement between the City and the MPD be drafted which, if the formation of the MPD is approved, would provide for a community oversight committee, maintain the City's responsibility for the management and control of the City's parks and avoid duplication by requiring the MPD to contract with the City for staffing and internal services such as payroll, human resources, information technology and so on.
- Preparation of an explanatory statement explaining the effect of the ballot measure if passed.
- City Council appointment of pro and con committees to prepare statements in favor of and in opposition to the ballot measure.

Key dates in preparation for a possible General Election ballot measure:

July 21	Last regularly scheduled City Council meeting prior to King County Filing Deadline
August 4	Deadline for filing Resolution with King County to place measure on November ballot
August 7	Deadline to submit Explanatory Statement and Pro/Con Committee appointment forms
August 13	Pro/Con Statements Due
August 17	Pro/Con Rebuttals Due
September 18	Online Voter Guide available; Overseas and Service ballots mailed
October 13	Voter Pamphlets mailed to households
October 14	Ballots mailed
November 3	Election Day
November 24	Election Certification

If the Council approves the Resolution than staff will develop a work plan and budget to implement the tasks outlined above as well as any other tasks necessary to place a Metropolitan Park District on the ballot in 2015.

Attachment

RESOLUTION R-5124

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KIRKLAND REMOVING JUANITA BEACH PARK FROM CONSIDERATION AS A POTENTIAL SITE FOR AN AQUATICS, RECREATION AND COMMUNITY CENTER FACILITY AND AUTHORIZING THE CITY MANAGER TO TAKE THOSE ACTIONS NECESSARY TO PROVIDE THE CITY COUNCIL WITH THE OPTION OF PLACING A BALLOT MEASURE BEFORE KIRKLAND VOTERS AS EARLY AS NOVEMBER 2015 FOR THE FORMATION OF A METROPOLITAN PARK DISTRICT WHICH, AMONG ITS STATUTORY POWERS, WOULD HAVE THE AUTHORITY TO PROVIDE FUNDING FOR THE DEVELOPMENT OF A KIRKLAND AQUATICS, RECREATION, AND COMMUNITY CENTER FACILITY.

1 WHEREAS, since 2001 the City of Kirkland’s Comprehensive Park,
2 Recreation, and Open Space (PROS) Plan has identified the need for
3 more multi-use recreation space in the community; and
4

5 WHEREAS, the 2007 Kirkland Indoor Recreation Feasibility Study
6 described a prototype multi-use recreation center which would respond
7 to community needs and interests and which included an aquatics
8 facility component; and
9

10 WHEREAS, aquatic facilities have been an essential part of the
11 Kirkland community and culture for over 45 years, beginning with
12 construction of Peter Kirk Pool in 1968, followed in 1971 with the
13 construction of the Juanita Aquatics Center at Juanita High School; and
14

15 WHEREAS, according to the standards of the National Recreation
16 and Parks Association, the current Kirkland public aquatic facilities do
17 not meet local needs; and
18

19 WHEREAS, Kirkland lacks recreation and aquatic facilities to more
20 broadly serve its general population, especially in comparison with
21 national statistics and trends; and
22

23 WHEREAS, the Lake Washington School District has determined
24 that the Juanita Aquatics Center has reached the end of its useful life
25 and has furthermore decided that the Aquatics Center will not be
26 retained at the time of Juanita High School’s modernization or
27 replacement; and
28

29 WHEREAS, the Juanita Aquatics Center is the sole public indoor,
30 year-round aquatic facility in the Kirkland community which provides a
31 variety of critical recreational, educational, competitive, and health and
32 wellness activities for residents of all ages; and

33 WHEREAS, the City Council believes a new public recreation and
34 aquatic facility must serve all members of the public from children to
35 seniors and must provide programming, including instruction, recreation
36 and competition opportunities as well as wellness, fitness and
37 rehabilitation options; and

38
39 WHEREAS, on September 16, 2014, the Parks and Community
40 Services Department and Park Board presented findings and
41 recommendations to the City Council for a proposed Aquatics,
42 Recreation, and Community (ARC) Center, including recommendations
43 on facility components and siting preferences; and

44
45 WHEREAS, as a result of extensive community, stakeholder, and
46 program user input, an evaluation of the City's existing recreation
47 programs and facilities, and an assessment of market conditions, the
48 Park Board's recommended base components for the proposed ARC
49 Center would include: a 32-meter competition/lap pool, recreation pool,
50 250-person community hall/banquet facility, catering kitchen with
51 classroom, party room, arts rooms, a single-court gymnasium, fitness
52 room, studios, activity rooms, therapeutic hot tub, coffee bar, locker
53 rooms, administrative office and other support spaces; and

54
55 WHEREAS, the Park Board further recommended that
56 consideration should be given to enhancing the base components of the
57 proposed ARC to include increasing the size of the competition/lap pool
58 to 50 meters, increasing the gymnasium to two courts with an elevated
59 walking/jogging track, increasing the community hall/banquet facility to
60 accommodate up to 300 persons, and adding a patio or rooftop deck to
61 the facility; and

62
63 WHEREAS, such a broad mix of facility components not only would
64 address the current and future health and wellness needs and interests
65 of residents but also would provide the greatest opportunity for the
66 facility to annually generate the revenue sufficient to offset program and
67 operating expenses, thus reducing a need for the facility to receive
68 ongoing general fund tax support; and

69
70 WHEREAS, in October of 2014, the City Council passed Resolution
71 5076 which authorized: (a) additional examination of Juanita Beach Park
72 as a potential site for the proposed ARC and a search for potential
73 privately-owned sites suitable for the proposed facility; (b) additional
74 outreach to the community, including a statistically-valid random
75 telephone survey of registered voters, to ascertain opinions and
76 attitudes towards the proposed ARC and potential siting; (c) further
77 exploration of partnership opportunities; and (d) exploration of funding
78 mechanisms and timelines, including those requiring voter approval;
79 and

80 WHEREAS, the City Council received a report on March 17, 2015,
81 which, in part, included recommendations from the Park Board to
82 remove Juanita Beach Park from consideration as a potential site for the
83 proposed ARC; to secure a private site for the ARC, preferably in the
84 Totem Lake area; to continue to seek partnerships; and for the City to
85 continue to work diligently, responsibly and decisively with the
86 community on considering a voter-approved ballot measure to fund the
87 ARC as early as the City Council deems prudent; and
88

89 WHEREAS, the City Council concurs with the Park Board that
90 Juanita Beach Park is not a suitable location for the ARC due to concerns
91 about traffic, loss of historic open space, and lack of widespread public
92 support; and
93

94 WHEREAS, a statistically-valid random telephone survey of
95 registered Kirkland voters conducted in March of 2015 found that 75
96 percent of respondents supported the City developing plans for a new
97 Aquatics, Recreation, and Community Center in Kirkland; and
98

99 WHEREAS, at their retreat of February 20, 2015, the City Council
100 received information on the merits and potential formation of a
101 metropolitan park district, which under Chapter 35.61 RCW may be
102 created for the management, control, improvement, maintenance, and
103 acquisition of parks, parkways, boulevards, and recreational facilities
104 including facilities such as the ARC; and
105

106 WHEREAS, under Chapter 35.61 RCW, a metropolitan park district
107 would have among its statutory powers the authority to create a stable
108 funding source for a future Aquatics, Recreation and Community Center,
109 and parks and other recreational facilities and programs throughout the
110 City of Kirkland.
111

112 NOW, THEREFORE, be it resolved by the City Council of the City
113 of Kirkland as follows:
114

115 Section 1. Juanita Beach Park is hereby permanently removed
116 from consideration as a site for an Aquatics, Recreation, and Community
117 Center facility.
118

119 Section 2. The City Manager is authorized and directed to
120 implement the steps necessary to achieve the following tasks:
121

- 122 1. Complete those legal, financial, and legislative tasks
123 necessary for the City Council to have the option of
124 placing the formation of a metropolitan park district
125 before voters as early as the November 3, 2015, General
126 Election, as a funding source for an Aquatics, Recreation,

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- and Community Center, parks and other recreational facilities and programs in Kirkland.
- 2. Continue public outreach that complies with all state and local laws to provide information to the community about the Aquatics, Recreation and Community Center and the metropolitan parks district authority.
- 3. Continue to seek and secure a suitable privately-owned site, preferably in the Totem Lake Urban Center.
- 4. Continue to explore partnership opportunities and parameters with interested community organizations and neighboring jurisdictions.

Passed by majority vote of the Kirkland City Council in open meeting this ____ day of _____, 2015.

Signed in authentication thereof this ____ day of _____, 2015.

MAYOR

Attest:

City Clerk



CITY OF KIRKLAND
City Manager's Office
123 Fifth Avenue, Kirkland, WA 98033 425.587.3001
www.kirklandwa.gov

MEMORANDUM

To: Kurt Triplett, City Manager

From: Marilynne Beard, Deputy City Manager

Date: April 8, 2015

Subject: CITY COUNCIL POLICIES AND PROCEDURES – COUNCIL COMMUNICATIONS

RECOMMENDATION:

City Council approves the attached resolution approving updates to the City Council Policies and Procedures and provides direction on further action regarding opening Council Committees to the public.

BACKGROUND DISCUSSION:

The City Council's Policies and Procedures were last updated on February 6, 2015 by Resolution 5107. Two topics -- Council Communications and Council Committees -- were referred for discussion to the February 20 City Council Retreat. The City Council provided a number of suggested changes to the draft communications policy and provided direction for the development of a Council Committee policy that would make Council Committee meetings open to the public. Both policies were referred back to the Finance and Administration Committee.

Council Communication

On February 24 and March 31, 2015, the Finance and Administration Committee discussed Council's suggested revisions and reviewed an updated Council Communications policy that reflected the comments received to date. The Committee recommended that the revised communication policy be presented to the City Council for adoption at the April 21, 2015 meeting. In addition to minor editorial and formatting changes, the proposed policy reflects the following changes:

- Consolidates disclaimers into one section.
- Clarifies that social media posts *initiated by Councilmembers* should be provided to the full Council at the time they are publicly posted.
- Clarifies that drafts of Council correspondence cannot be circulated for comment to a *quorum* of the Council prior to publication.
- Clarifies the procedure for communications received on quasi-judicial matters.
- Encourages the use of public-facing social media for discussions about public policy issues.
- Adds language describing retention requirements and procedures for social media posts.
- Clarifies the policy for use of City equipment to update personal social media sites.

It should be noted that the upcoming implementation of the email archiving system and acquisition of software to capture social media posts may require subsequent changes to this policy.

A strike and edit version of the policy and a clean version are included as Attachment A and B to this memo. The proposed policy is incorporated in the updated City Council Policies and Procedures attached to the proposed resolution.

Council Committees

At the March 31 Finance and Administration Committee meeting, staff presented a draft Council Committee policy. The policy incorporated the comments from the Council Retreat and earlier clarification from the Committee. After some discussion, the Committee felt that the policy would benefit from additional Council discussion and asked that it be presented and discussed at the May 31, 2015 City Council Retreat. The Committee members suggested that the time and location for committee meetings be included as part of the policy. The draft policy that was presented to the Committee, updated to include committee meeting times, is included as Attachment C for information only. An agenda item will be included for the May 31 retreat to take up this policy should the Council support the Committee's recommendation. Alternatively the policy could be brought to the full Council at the first meeting in May for action.

Summary and Next Steps

Discussion and action on the proposed Council Communications Policy is requested at this time. Staff is also seeking direction on whether the Council Committee policy will be discussed at the May 31 City Council Retreat or should be brought to the Council for action sooner. For reference, an updated matrix of outstanding policy updates is included as Attachment D. The goal is to have the policy development process completed by the end of June 2015.

ATTACHMENT A
ATTACHMENT B

Revised April 2015

CHAPTER 54: COUNCIL COMMUNICATIONS

(New section to follow 54.01)

54.02 Council Communications with the Public. The Kirkland City Council ~~members~~ are committed to open and progressive communications in their capacity as elected officials. Individual Councilmembers use a variety of methods to communicate with the public, stakeholders, partners and the media. Social media platforms offer a way to deliver public information and customer service to constituents and give citizens another means to interact with their government. The purpose of this policy is to provide guidelines for Council communications with the public through traditional media outlets or the use of and social media platforms through personal accounts or pages.

The Council believes that the following guidelines will provide consistency in procedures and allow for use of more tools to communicate with the public.

1. The content and tenor of all public communications should model the same professional behavior displayed during Council meetings and community meetings and reflect well on the individual Councilmember, the City Council as a whole and the community.
2. The following disclaimers should be included in whole or referenced with a link to the disclaimers for all communications initiated by Councilmembers in an open forum.
 - a. The views expressed ~~herein~~ represent the views of the author and may not reflect the views of the Kirkland City Council.
 - b. Responses to this communication by other Councilmembers may be limited by the provisions of the Open Public Meetings Act ~~whereby~~ under which a policy discussion must be held in an open public meeting if a quorum of the City Council participates.
 - c. Comments posted in response to a Councilmember-initiated communication may be subject to public disclosure under the Public Records Act.
- 2.3. Traditional media outlets such as newspapers, radio and television news coverage may be used as communications medium by individual Councilmembers provided that the communication clearly states that the views expressed therein do not represent those of the City Council or the City of Kirkland but the views of the individual Councilmember.

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~~3. Comments submitted by an individual Councilmember should include the same disclaimer as noted in subsection 2 as well as a notation that additional members of the City Council may not be able to respond to comments so as to comply with the Open Public Meetings Act.~~

~~4. A link to this policy or stated disclaimers may substitute for the actual disclaimer.~~

~~5.4. Communications Initiated by Councilmembers. Guest editorials, ~~and~~ letters to the editor and blog posts published by Councilmembers should be provided to the full City Council at the same time they are delivered to the media outlet. Drafts of guest editorials, ~~or~~ letters to the editor or blog posts may not be circulated for comment by a quorum of the Council prior to publication as this may violate the Open Public Meetings Act.~~

~~6.5. Use of Social Media. Posts to ~~S~~social media sites (Web 2.0) such as blogs, Facebook and Twitter ~~can~~may be used by individual Council members to communicate with the public provided the following guidelines are used:~~

~~a. Blog posts or other posts to social media sites should include, or reference by a link, to the disclaimers listed in Section 2. provide the following disclaimers:~~

~~i. States that the views expressed therein do not represent those of the City Council or the City of Kirkland but the views of the individual.~~

~~ii. States that additional members of the City Council may not be able to respond to comments so as to comply with the Open Public Meetings Act.~~

~~iii.a. States that comments posted by private parties on a Councilmember's social media site may be subject to disclosure under the Public Records Act.~~

~~b. Social media sites are not to be used for the conduct of City Council business other than to informally communicate with the public. Public notices, items of legal or fiscal significance that have not been released to the public and discussion of quasi-judicial matters may not be included in Councilmembers social media posts. Councilmembers are encouraged to maintain social media sites with settings that can restrict users' ability to comment ~~so as in order~~ to avoid inadvertent discussions of these items. Unsolicited public comments on quasi-judicial matters must be disclosed placed on the record by the Councilmember at the time the matter is before the City Council at a regular meeting for consideration.~~

~~c. In order to ~~ensure~~ demonstrate an openness and a willingness ~~appearance of fairness in listening to listen to the entire community,~~ Councilmember posts on social media sites should be made through a public-facing page or by marking individual posts as available to the~~

public as a whole.

b.d. When commenting on a post or an article published by someone other than a Councilmember, a link to the standard disclaimers in Section 2 should be included within the thread.

7.6. If a Councilmember makes a factual error in a public communication, it should be corrected as soon the error comes to light. Blog posts may be corrected by amending a previous post with a note that a correction was made.

8.7. Retention of Council Electronic Communications and Social Media Content. All email and text messages, files downloaded from outside sources and other electronic files, relating to the conduct of government or the performance of any governmental or proprietary function, are considered official City business records and are subject to the Washington State Public Records Disclosure Act and the laws governing the retention and destruction of public records.¹

- a. Email messages sent or received via City email addresses are captured by the City archiving system servers. Council communications are potentially archival and will be retained in accordance with the State retention schedule.
- b. Email messages sent or received using personal addresses should be forwarded to the member's City account, but should also be maintained in their original form to preserve associated metadata. Attachments should be saved to City server drives as appropriate.
- c. Text message records are maintained by the communications carrier/providers with varying policies and practices, and can be challenging/difficult to retrieve and to maintain in accordance with State law. As a result of the current state of the technologyAt this time, Councilmembers should only use text messaging for transitory communications and not to discuss City business.
- d. Social Media postings should be captured via screen shots which are emailed to, and retained in, the Councilmember's City email account as an interim archiving method pending selection of an appropriate social media archiving technology solution.
- e. Members should consult with the City Clerk's Office for assistance with any retention questions.

d.8. Use of City-owned equipment to update personal social media sites or email accounts is subject the Administrative Policy 7.1 which allows for incidental use of City equipment for personal needs provided the activity does not the City to additional cost or liability or pose additional risk to security, privacy or conflict

¹ "Public record" is broadly defined in RCW 42.56.010(3) to include, ". . . any writing containing information relating to the conduct of government or the performance of any governmental or proprietary function prepared, owned, used, or retained by any state or local agency regardless of physical form or characteristics. . ."

with any other City policy. Use of City-owned equipment or email accounts for campaign purposes in strictly forbidden is prohibited by RCW 42.17A.555.

Revised April 2015

CHAPTER 5: COUNCIL COMMUNICATIONS

(New section to follow 5.01)

5.02 Council Communications with the Public. The Kirkland City Councilmembers are committed to open and progressive communications in their capacity as elected officials. Individual Councilmembers use a variety of methods to communicate with the public, stakeholders, partners and the media. Social media platforms offer a way to deliver public information and customer service to constituents and give citizens another means to interact with their government. The purpose of this policy is to provide guidelines for Council communications with the public through traditional media outlets or the use of social media platforms through personal accounts or pages.

The Council believes that the following guidelines will provide consistency in procedures and allow for use of more tools to communicate with the public.

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 - a. The views expressed represent the views of the author and may not reflect the views of the Kirkland City Council.
 - b. Responses to this communication by other Councilmembers may be limited by the provisions of the Open Public Meetings Act under which a policy discussion must be held in an open public meeting if a quorum of the City Council participates.
 - c. Comments posted in response to a Councilmember-initiated communication may be subject to public disclosure under the Public Records Act.
3. Media outlets such as newspapers, radio and television news coverage may be used as communications medium by individual Councilmembers provided that the communication clearly states that the views expressed do not represent those of the City Council or the City of Kirkland but the views of the individual Councilmember.

4. Communications Initiated by Councilmembers. Guest editorials, letters to the editor and blog posts published by Councilmembers should be provided to the full City Council at the same time they are delivered to the media outlet. Drafts of guest editorials, letters to the editor or blog posts may not be circulated for comment by a quorum of the Council prior to publication as this may violate the Open Public Meetings Act.
5. Use of Social Media. Posts to social media sites (Web 2.0) such as blogs, Facebook and Twitter may be used by individual Council members to communicate with the public provided the following guidelines are used:
 - a. Blog posts or other posts to social media sites should include, or reference by a link, the disclaimers listed in Section 2.
 - b. Social media sites are not to be used for the conduct of City Council business other than to informally communicate with the public. Public notices, items of legal or fiscal significance that have not been released to the public and discussion of quasi-judicial matters may not be included in Councilmembers social media posts. Councilmembers are encouraged to maintain social media sites with settings that can restrict users' ability to comment in order to avoid inadvertent discussions of these items. Unsolicited public comments on quasi-judicial matters must be placed on the record by the Councilmember at the time the matter is before the City Council for consideration.
 - c. In order to demonstrate- openness and a willingness to listen to the entire community, Councilmember posts on social media sites should be made through a public-facing page or by marking individual posts as available to the public as a whole.
 - d. When commenting on a post or an article published by someone other than a Councilmember, a link to the standard disclaimers in Section 2 should be included within the thread.
6. If a Councilmember makes a factual error in a public communication, it should be corrected as soon the error comes to light. Blog posts may be corrected by amending a previous post with a note that a correction was made.
7. Retention of Council Electronic Communications and Social Media Content. All email and text messages, files downloaded from outside sources and other electronic files, relating to the conduct of government or the performance of any governmental or proprietary function, are considered official City business records and are subject to the Washington State Public Records Act and the laws governing the retention and destruction of public records.¹

¹ "Public record" is broadly defined in RCW 42.56.010(3) to include, ". . . any writing containing information relating to the conduct of government or the performance of any governmental or proprietary function prepared, owned, used, or retained by any state or local agency regardless of physical form or characteristics. . . ."

- a. Email messages sent or received via City email addresses are captured by the City archiving system servers. Council communications are potentially archival and will be retained in accordance with the State retention schedule.
 - b. Email messages sent or received using personal addresses should be forwarded to the member's City account, but should also be maintained in their original form to preserve associated metadata. Attachments should be saved to City server drives as appropriate.
 - c. Text message records are maintained by the communications carrier/providers with varying policies and practices, and can be difficult to retrieve and to maintain in accordance with State law. At this time, Councilmembers should only use text messaging for transitory communications and not to discuss City business.
 - d. Social Media postings should be captured via screen shots which are emailed to, and retained in, the Councilmember's City email account as an interim archiving method pending selection of an appropriate social media archiving technology solution.
 - e. Members should consult with the City Clerk's Office for assistance with any retention questions.
8. Use of City-owned equipment to update personal social media sites or email accounts is subject the Administrative Policy 7.1 which allows for incidental use of City equipment for personal needs provided the activity does not the City to additional cost or liability or pose additional risk to security, privacy or conflict with any other City policy. Use of City-owned equipment or email accounts for campaign purposes is prohibited by RCW 42.17A.555.

CHAPTER 7: COUNCIL COMMITTEES**~~CITY COUNCIL COMMITTEE APPOINTMENTS~~**

7.01 Purpose and Relationship to City Council.

Committees are advisory and do not take action on behalf of the Council. The purpose of Council Committees is to review matters in detail and to make reports to the full Council for possible Council actions. Council Committees may be standing committees or ad hoc committees which are appointed for special or time-limited subjects. Ad hoc committees are disbanded when they complete their assigned task.

There are five standing Council Committees:

- Finance and Administration
- Public Safety
- Planning and Economic Development
- Public Works, Parks and Human Services
- Legislative

7.02 Council Committee Topics. Committee topics are developed through a collaborative process between the City Council and staff or by referral by the City Council. Topics may be added at any time by the City Manager. New topics requested by a Councilmember that involves more than four hours of staff time should be reviewed by the City Manager for staff impacts. All topics referred to Council Committees will have final consideration before the full Council after receiving a report from the Council Committee regarding all policy options presented. The chair of each Council Committee is responsible for reporting to the City Council, at a regular meeting, the topics discussed and results of the committee's most recent meeting. Meeting minutes for every Council Committee meeting will be posted to the City's webpage and the Council's internal web page along with a list of current and future topics being discussed by each committee. The topic lists will also indicate when and by whom they the topics were initiated. Pending agenda topics for Council Committees will be reviewed periodically by the full Council.

7.03 Council Committee Meetings

The regular time and location of standing Council Committee meetings will be posted on the City's website and the meetings are open to the public.

<u>Finance and Administration</u>	<u>Monthly, last Tuesday, 9 a.m.</u>
<u>Legislative</u>	<u>Every Friday, 3:30 p.m.</u>
<u>Planning, Housing and Economic Development</u>	<u>Monthly, 2nd Monday, 3 p.m.</u>
<u>Public Works, Parks and Human Services</u>	<u>Monthly, 1st Wednesday, 10 a.m.</u>
<u>Public Safety</u>	<u>Monthly 3rd Thursday, 8:30 a.m.</u>

Members of public may attend Council Committee meetings, but may not provide testimony or participate in the meeting discussion. Unless a quorum of the Council is in attendance, Ad hoc meetings of Council Committees, such as tours or unplanned meetings with other elected officials, do not need to be posted the City's website provided that a quorum of the Council is in attendance.

7.032 Council Committee Appointments Process.

Council Committee appointments are generally for a two-year period. Unless a vacancy occurs, Council Committee appointments are made every even-numbered year to coincide with the Council selection of the Mayor. Immediately following the first regular Council meeting in even-numbered years, City Council members should let the Mayor know about their interests in serving on the various City Council and regional committees. The Mayor and Deputy Mayor will then meet to consider committee appointments and they will develop a recommended list of committee appointments. This list of recommended appointments will then be presented at the second City Council meeting in January for Council's consideration at which time the committee appointments will be made by the City Council.

If a vacancy should occur during the year, this appointment opportunity should be announced at a Council meeting. Those Council members ~~that are~~ interested in filling this position should let the Mayor know before the next City Council Meeting. The Mayor and Deputy Mayor will make a recommendation for City Council's consideration to fill this vacancy at that following Council meeting.

7.043 Council Committees

Committee/Topic Areas	Staff
<p>Finance and Administration</p> <ul style="list-style-type: none"> • Finance and budget • Utility rates • Human Resources and Performance Management • Technology • Public Records • Council Policies and Procedures 	<p><i>Deputy City Manager and Director of Finance and Administration</i></p>
<p>Public Safety</p> <ul style="list-style-type: none"> • Police • Fire and Emergency Medical Services • Municipal Court • Emergency Management • Code Enforcement 	<p><i>Deputy City Manager</i></p>
<p>Legislative</p>	<p><i>Intergovernmental Relations Manager</i></p>

<ul style="list-style-type: none"> • State and Federal Legislative Agenda and Monitoring • Liaison with State and Federal Elected Officials 	
<p>Planning and Economic Development</p> <ul style="list-style-type: none"> • Business Retention and Recruitment • Business Roundtable • Tourism • Events • Development Services (permitting) • Long Range Planning • Housing 	<p><i>Planning and Community Development Director and Economic Development Manager</i></p>
<p>Public Works, Parks and Human Services</p> <ul style="list-style-type: none"> • Public Works operations and CIP • Parks Operations and CIP • Parks planning • Environment • Utilities • Facilities and Fleet • Human Services 	<p><i>Public Works Director and Parks and Community Services Director</i></p>

DRAFT

Council Rules of Procedure	Committee Recommendation	Status
<ul style="list-style-type: none"> • “Small Assemblies” may have less formal procedures under <i>Robert’s Rules of Order Newly Revised</i> (RONR (11th ed.)), for instance: <ul style="list-style-type: none"> ○ Discussion without having a motion (Council Rules, Section 9(4)) ○ Presiding officer may make motion without calling another member to take the chair (Council Rules, Section 20) 	<p>Council should retain current formality with motions and seconds</p> <p>Clarify that formal actions must be taken at a regular meeting and not at study sessions and committee meetings.</p> <p>Clarify Council Retreat meeting protocols</p>	Completed
<ul style="list-style-type: none"> • Are recusals in Council Rules superseded by Code of Ethics? (Council Rules, Section 14) 	Reference the Code of Ethics in the section on recusals	Completed
<ul style="list-style-type: none"> • Is there a need to clarify how many speakers may comment on a subject during Items from the Audience, if speakers are neither for nor against a particular subject? (Council Rules, Section 5(2)) 	Current language in Council Rules of Procedure is sufficient	Completed
<ul style="list-style-type: none"> • Should minutes of Council Retreats reflect items on which “action” is taken? (Council Rules, Section 24) 	At the end of study sessions or Council retreats, the Mayor or City Manager should summarize actions to be taken at a future regular meeting	Completed

<ul style="list-style-type: none"> • Add Legislative Committee to order of business 		Completed
<ul style="list-style-type: none"> • Petitions 		New – Procedures for accepting citizen petitions
Clarifying Role of Committees and Chairs		
<ul style="list-style-type: none"> • Cannot take action on behalf of the Council 	Clarify under "Purpose of Council Committees" – change "recommend" to "report"	Completed
<ul style="list-style-type: none"> • Must be noticed when attended by a fourth Councilmember 	If a fourth Councilmember plans to attend a committee meeting, the Councilmember should provide at least 48 hours' notice to the City Clerks Office to allow adequate to notice the meeting	In process
<ul style="list-style-type: none"> • Chair to report out proceedings of meeting and when new items are added to the committee's agenda 	Clarify that committee chairs should report out when new items have been added to the committee agenda	In process
<ul style="list-style-type: none"> • Clarify how agenda items are added to Council Committees 	Include as new section in policy New work items should be ratified by the entire Council	In process
<ul style="list-style-type: none"> • Formalize that Council Committee meetings are not subject to the Open Public Meetings Act 	Include as new section in policy – not necessary to clarify	In process
Communication Policies for Council		
<ul style="list-style-type: none"> • When may the Mayor sign on behalf of the Council? 	The Mayor can sign letters that are consistent with established Council policy positions or that are written on the Mayor's	Completed

	behalf only and not represented as being from the entire Council	
<ul style="list-style-type: none"> Participation of Council on social media sites 	<p>Needs further discussion Need to clarify that participation on social media sites requires screen shots to preserve public record Focus on how to do it rather than “not to do” Add language to posting: “Due to public meeting requirements, City Council members other than the author may not respond to this comment.” See City Clerk’s Email regarding saving social media content Clarify use of public facebook pages versus private Include policy regarding participation on blogs such as Kirkland Views</p>	Proposed policy
<ul style="list-style-type: none"> Councilmember letters to the editor and Councilmember editorials 	<p>Any member may write a letter to the editor under his or her own signature; Council should not submit comments or editorials about matters pending before the Council that are scheduled for a public hearing Council letters to the editor, editorials and social media should all be governed by the same principles – take up this matter later Use softer language such as “carefully consider” instead of “should not” comment on a topic prior to a public hearing. Should this be addressed in the code of conduct versus Council Policies?</p>	Proposed policy
Proclamations		

<ul style="list-style-type: none"> Mayor decides whether to issue a proclamation and whether to issue at a meeting 	This should be clarified in policy	Completed
<ul style="list-style-type: none"> New proclamations to be reviewed by Mayor/Deputy Mayor 	The procedure should be clarified in policy	Completed
<ul style="list-style-type: none"> Can individual Councilmembers issue ceremonial proclamations (i.e. those that do not take a position)? 	Needs to be discussed with Council	Completed
Email Storage Policies		
<ul style="list-style-type: none"> Personal use of City email/Use of Personal email for City business Email archiving 	See existing administrative policy Archiving policy to be updated	Proposed policy
Boards and Commissions		
<ul style="list-style-type: none"> Clarify purpose of alternate 	The alternate is available to fill an unexpired term	Pending
<ul style="list-style-type: none"> Clarify when a recruitment is conducted for a vacancy 	A recruitment will be conducted when a vacancy occurs at the end of term or when a mid-term vacancy occurs and there is no alternate available to complete that term; alternates that fill mid-term vacancies must reapply for the vacancy during the normal recruitment time	Pending
<ul style="list-style-type: none"> Reappointment for second term 	When a regular appointee has completed his or her first term successfully and are interested in serving an additional term, the appointee can notify the Council who can then appoint them for a second term	Pending

	without conducting a recruitment for that position.	
Public Outreach and Public Process		
<ul style="list-style-type: none"> Require public outreach on certain ordinances/resolutions 	<p>When should public outreach be conducted prior to Council reviews of a proposed policy, regulation or KMC change? Would like to have a “no surprises” approach Provide a set of questions staff should explore as a basis for recommending the appropriate level of public outreach (ex: right of way closures; LWSD impact fees; right sized parking When to hold a public hearing) This should be handled administratively with general direction from Council.</p>	Pending
Training		
<ul style="list-style-type: none"> Open Government Training 	<p>Include provision that it is mandatory Also require for all boards and commissions</p>	Completed

RESOLUTION R-5125

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KIRKLAND APPROVING THE ADDITION OF SECTION 5.02, "COUNCIL COMMUNICATIONS WITH THE PUBLIC," TO THE KIRKLAND CITY COUNCIL POLICIES AND PROCEDURES, AND READOPTING ALL OF THE COUNCIL POLICIES AND PROCEDURES.

1 WHEREAS, the City Council approved updated and consolidated
2 City Council Policies and Procedures, as recommended by the Finance
3 and Administration Committee, with the passage of Resolution R-5107
4 on February 6, 2015; and
5

6 WHEREAS, the City Council identified two policies for discussion
7 at the February 20, 2015, Council Retreat: "Council Communications"
8 and Council Committees"; and
9

10 WHEREAS, the City Council provided a number of suggested
11 changes to both policies and referred the policies to the Finance and
12 Administration Committee for further review; and
13

14 WHEREAS, the Finance and Administration Committee now
15 recommends that the full Council add a new section entitled "Council
16 Communications with the Public" to the City Council Policies and
17 Procedures and that the Council readopt all of the Council Policies and
18 Procedures; and
19

20 WHEREAS, the City Council desires that City government be
21 transparent and accountable to the public; and
22

23 WHEREAS, the City Council seeks to govern in a manner that is
24 responsive to the community, in collaboration with City management,
25 and in a business-like and professional manner; and
26

27 WHEREAS, written principles, policies and procedures best
28 assure an atmosphere conducive to principled, accountable and
29 transparent governance.
30

31 NOW, THEREFORE, be it resolved by the City Council of the City
32 of Kirkland as follows:
33

34 Section 1. The updated "City of Kirkland City Council Policies
35 and Procedures," including the addition of Section 5.02, "Council
36 Communications with the Public," dated February 2015, attached as
37 Exhibit A and incorporated by this reference are approved.
38

39 Passed by majority vote of the Kirkland City Council in open
40 meeting this ____ day of _____, 2015.
41

42 Signed in authentication thereof this ____ day of _____, 2015.

MAYOR

Attest:

City Clerk

CITY OF KIRKLAND CITY COUNCIL POLICIES AND PROCEDURES



February 2015

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CHAPTER 1: CITY COUNCIL VISION AND GOALS

1.01 Vision. Kirkland is an attractive, vibrant and inviting place to live, work and visit. Our lakefront community is a destination for residents, employees and visitors. Kirkland is a community with a small-town feel, retaining its sense of history, while adjusting gracefully to changes in the twenty-first century.

1.01 Goals. The purpose of the City Council Goals is to articulate key policy and service priorities for Kirkland. Council goals guide the allocation of resources through the budget and capital improvement program to assure that organizational work plans and projects are developed that incrementally move the community towards the stated goals. Council goals are long term in nature. The City's ability to make progress towards their achievement is based on the availability of resources at any given time. Implicit in the allocation of resources is the need to balance levels of taxation and community impacts with service demands and the achievement of goals.

1.02 In addition to the Council goal statements, there are operational values that guide how the City organization works toward goal achievement:

- **Regional Partnerships** – Kirkland encourages and participates in regional approaches to service delivery to the extent that a regional model produces efficiencies and cost savings, improves customer service and furthers Kirkland's interests beyond the our boundaries.
- **Efficiency** – Kirkland is committed to providing public services in the most efficient manner possible and maximizing the public's return on their investment. We believe that a culture of continuous improvement is fundamental to our responsibility as good stewards of public funds.
- **Accountability** – The City of Kirkland is accountable to the community for the achievement of goals. To that end, meaningful performance measures will be developed for each goal area to track our progress toward the stated goals. Performance measures will be both quantitative and qualitative with a focus on outcomes. The City will continue to conduct a statistically valid citizen survey every two years to gather qualitative data about the citizen's level of satisfaction. An annual Performance Measure Report will be prepared for the public to report on our progress.
- **Community** – The City of Kirkland is one community composed of multiple neighborhoods. Achievement of Council goals will be respectful of neighborhood identity while supporting the needs and values of the community as a whole.

The City Council Goals are dynamic. They should be reviewed on an annual basis and updated or amended as needed to reflect citizen input as well as changes in the external environment and community demographics.

1.03 CITY COUNCIL GOALS

NEIGHBORHOODS

Value Statement: The citizens of Kirkland experience a high quality of life in their neighborhoods.

Goal: Achieve active neighborhood participation and a high degree of satisfaction with neighborhood character, services and infrastructure.

PUBLIC SAFETY

Value Statement: Ensure that all those who live, work and play in Kirkland are safe.

Goal: Provide for public safety through a community-based approach that focuses on prevention of problems and a timely response.

HUMAN SERVICES

Value Statement: Kirkland is a diverse and inclusive community that respects and welcomes everyone and is concerned for the welfare of all.

Goal: To support a regional coordinated system of human services designed to meet the special needs of our community and remove barriers to opportunity.

BALANCED TRANSPORTATION

Value Statement: Kirkland values an integrated multi-modal system of transportation choices.

Goal: To reduce reliance on single occupancy vehicles and improve connectivity and multi-modal mobility in Kirkland in ways that maintain and enhance travel times, safety, health, and transportation choices.

PARKS, OPEN SPACES AND RECREATIONAL SERVICES

Value Statement: Kirkland values an exceptional park, natural areas and recreation system that provides a wide variety of opportunities aimed at promoting the community's health and enjoyment.

Goal: To provide and maintain natural areas and recreational facilities and opportunities that enhance the health and well-being of the community.

DIVERSE HOUSING

Value Statement: The City's housing stock meets the needs of a diverse community by providing a wide range of types, styles, size and affordability.

Goal: To ensure the construction and preservation of housing stock that meet a diverse range of incomes and needs.

FINANCIAL STABILITY

Value Statement: Citizens of Kirkland enjoy high-quality services that meet the community's priorities.

Goal: Provide a sustainable level of core services that are funded from predictable revenue.

ENVIRONMENT

Value Statement: We are committed to the protection of the natural environment through an integrated natural resource management system.

Goal: To protect and enhance our natural environment for current residents and future generations.

ECONOMIC DEVELOPMENT

Value Statement: Kirkland has a diverse, business-friendly economy that supports the community's needs.

Goal: To attract, retain and grow a diverse and stable economic base that supports city revenues, needed goods and services and jobs for residents.

DEPENDABLE INFRASTRUCTURE

Value Statement: Kirkland has a well-maintained and sustainable infrastructure that meets the functional needs of the community.

Goal: To maintain levels of service commensurate with growing community requirements at optimum life-cycle costs.

CHAPTER 2: CITY COUNCIL CODE OF CONDUCT**2.01 Code of Conduct for City Council and Boards and Commissions.**

The Code of Conduct is supplemental to the Kirkland Municipal Code and the Code of Ethics and applies to the City Council and all members of City advisory boards and commissions. The Code of

Conduct describes how Kirkland officials treat each other and work together for the common good of the community. Conducting the City's business in an atmosphere of respect and civility is the underlying theme in this Code. City Officials are responsible for holding themselves and each other accountable for displaying actions and behaviors that consistently model the ideals expressed in the Code.

Implicit in the Code of Conduct is recognition of the worth of individual members and an appreciation for their individual talents, perspectives and contributions. The Code will ensure an atmosphere where individual members, staff and the public are free to express their ideas and work to their full potential.

As a City Official of the City of Kirkland, I agree to these principles of conduct:

We consistently demonstrate the principles of professionalism, respect and civility in working for the greater good of Kirkland.

We assure fair and equal treatment of all people.

We conduct ourselves both personally and professionally in a manner that is above reproach.

We refrain from abusive conduct, personal charges or verbal attacks on the character or motives of Council members, commissioners, staff and the public.

We take care to avoid personal comments that could offend others.

We show no tolerance for intimidating behaviors.

We listen courteously and attentively to all public discussions and treat all people the way we wish to be treated.

We serve as a model of leadership and civility to the community.

Our actions inspire public confidence in Kirkland government.

Keeping in mind the common good as the highest purpose, we will focus on holding efficient meetings that achieve constructive solutions for the public benefit.

We work as a team to solve problems and render decisions that are based on the merits and substance of the matter.

We respect differences and views of other people.

We adhere to the principles and laws governing the Council/Manager form of government and treat all staff with respect and cooperation.

We will refrain from interfering with the administrative functions and professional duties of staff.

We will not publicly criticize individual staff but will privately communicate with the City Manager any concerns about a department or department director or staff person.

We will refrain from negotiating or making commitments without the involvement and knowledge of the City Manager.

We will work with staff in a manner that consistently demonstrates mutual respect.

We will not discuss personnel issues, undermine management direction, or give or imply direction to staff.

We will communicate directly with the City Manager, department directors or designated staff contacts when asking for information, assistance or follow up.

We will not knowingly blindside one another in public and will contact staff prior to a meeting with any questions or issues.

We will not attend City staff meetings unless requested by staff.

CHAPTER 3: CITY COUNCIL MEETINGS

3.01 Rules Governing the Conduct of Meetings. The order of procedure contained in this Chapter shall govern deliberations and meetings of the Council of the City of Kirkland, Washington. *Roberts Rules of Order, Newly Revised*, shall govern the deliberations of the Council except when in conflict with any of the rules set forth in this Chapter.

3.02 Submittal of Council Agenda Items. Items of business to be considered at any Council meeting shall be submitted to the City Manager no later than the Wednesday morning prior to a scheduled Council meeting. A written agenda and informational material is to be prepared and sent the Friday preceding each meeting to each Councilmember. Urgent items arising after the regular agenda has been prepared may be placed on the agenda if the Councilmember or City Manager explains the necessity and receives a majority vote of the Council on a motion to add the item.

3.03 Regular Meetings. Regular meetings of the Council shall be held as provided for by ordinance.

3.04 Quorum. At all meetings of the Council, a majority of the Councilmembers shall constitute a quorum for the transaction of business, but a lesser number may adjourn from time to time to secure the attendance of absent members.

3.05 Order of Business. The order of business shall be as follows:

1. Call to Order
2. Roll Call
3. Study Session
4. Executive Session
5. Honors and Proclamations
6. Communications
 - a. Announcements
 - b. Items from the Audience (See Section 3.07 for the three minute limitation.)
 - c. Petitions
7. Special Presentations
8. Consent Calendar

- a. Approval of Minutes
 - b. Audit of Accounts and Payment of Bills and Payroll
 - c. General Correspondence
 - i. Routine
 - ii. Written correspondence relating to quasi-judicial, including land use public hearing matters and placed in the appropriate hearing file.
 - d. Claims
 - e. Award of Bids
 - f. Acceptance of Public Improvements and Establishing Lien Periods
 - g. Approval of Agreements
 - h. Other Items of Business
- 9. Public Hearings
 - 10. Unfinished Business
 - 11. New Business
 - 12. Reports
 - a. City Council Reports
 - (1) Finance and Administration Committee
 - (2) Planning and Economic Development Committee
 - (3) Public Safety Committee
 - (4) Public Works, Parks and Human Services Committee
 - (5) Tourism Development Committee
 - (6) Legislative Committee
 - (7) Regional Issues
 - b. City Manager Reports
 - (1) Calendar Update
 - 13. Items from the Audience
 - 14. Adjournment

3.06 Consent Calendar. Any matter, which because of its routine nature, would qualify for placement on the Consent Calendar pursuant to section 3.05, may be included on the Consent calendar, notwithstanding action on the matter may, by law or otherwise, require adoption of a resolution or ordinance.

Any item may be removed from the Consent calendar and moved to the regular agenda upon the request of any Councilmember. All items remaining on the Consent calendar shall be approved by a single motion. Whenever an ordinance is included on the Consent calendar, approval of the calendar shall be by roll call vote.

3.07 Public Comment. The Council believes that the following procedure for public comment during regular City Council meetings will best accommodate the desires and concerns of the Council and the public:

1. During the time for "Items from the Audience," speakers may not comment on matters which are scheduled for a public hearing, or quasi-judicial matters. The Council will receive comments on other issues, whether the matter is on the agenda for the same meeting or not. When possible, items on the agenda will be marked with an asterisk when the Council cannot receive comments on such matters during the time for "Items from the Audience."
2. During the times for "Items from the Audience," whether at the beginning or end of the meeting, each speaker will be limited to three minutes. No more than three speakers may address the Council on any one subject. However, if both proponents and opponents wish

to speak, then up to three proponents and up to three opponents of the matter may address the Council. Unless it is 10:00 p.m. or later, speakers may continue to address the Council during an additional Items from the Audience period at the end of the meeting; provided, that the total amount of time allotted for the additional Items from the Audience period shall not exceed 15 minutes. A speaker who addressed the Council during the earlier Items from the Audience period may speak again, and on the same subject, however, speakers who have not yet addressed the Council will be given priority.

3.08 Committee Reports. The chairman of each respective committee, or the Councilmember acting for him/her in his/her place, shall submit or make all reports to the Council when so requested by the presiding officer or any member of the Council.

3.09 Duties of the Presiding Officer. It shall be the duty of the presiding officer of the Council to:

1. Call the meeting to order.
2. Keep the meeting to its order of business.
3. Announce the agenda item and determine if the Council wishes to receive a staff report.
4. If, after presentation of the report or based upon the written report, action is desired, recognize Councilmember to make a motion to propose appropriate action. Require a second to each motion, for those motions which must be seconded.
5. Handle discussion in an orderly way:
 - a. Give every Councilmember who wishes an opportunity to speak.
 - b. Permit audience participation at appropriate times.
 - c. Keep all speakers to the rules and to the question.
 - d. Give pro and con speakers equal opportunity to speak.
 - e. Repeat motions, put motions to a vote and announce the outcome.
 - f. Suggest but not make motions for adjournment.
 - g. Appoint committees when authorized to do so.

3.10 Rules for Councilmember Conduct.

1. No member shall speak more than twice on the same subject without permission of the presiding officer.
2. No person, not a member of the Council, shall be allowed to address the Council while it is in session without the permission of the presiding officer.
3. All questions on order shall be decided by the presiding officer of the Council with the right of appeal to the Council of any member.
4. Motions shall be reduced to writing when required by the presiding officer of the Council or any member of the Council. All resolutions and ordinances shall be in writing.

3.11 Voting. Each member present shall vote on all questions put to the Council. The duty to vote shall be excused when a Councilmember has a financial interest in the question or, in quasi-judicial matters, where a Councilmember has an appearance of fairness problem. When voting on any matter before the Council, a majority of the entire membership of the Council is required for passage of any ordinance, resolution or motion, provided that a simple majority of the members present shall be sufficient with respect to the following motions:

1. To adjourn, to table or continue a matter,
2. To go into or out of executive session,
3. To schedule a special meeting of the City Council,
4. To add or remove items on a future Council meeting agenda,
5. To approve or authorize the sending of a letter or other communication so long as the letter or communication sets forth a policy or position previously agreed to by a majority of the entire Council membership,
6. To establish the date for a public hearing, unless such hearing is required to be set by ordinance or resolution,
7. To authorize call for bids or requests for proposals, and
8. To approve a Consent calendar, provided that any ordinance, any grant or revocation of franchise or license, or any resolution for payment of money included on the Consent calendar, has first been removed.

3.12 Tie Votes. A tie vote, on a matter requiring four affirmative votes for passage, shall not be dispositive of the matter voted upon, but shall be deemed to have tabled the matter until the next succeeding regular meeting at which all seven Councilmembers are present. At that meeting, any member may move to take the matter off the table.

3.13 Non-Tie Vote with Lack of Affirmative Votes. A non-tie vote which fails for a lack of four affirmative votes, as to a matter which requires four affirmative votes for passage, shall be deemed to defeat the matter voted upon. Any Councilmember may move to reconsider the matter at the next succeeding regular meeting at which all seven Councilmembers are present.

3.14 Motions to Reconsider. Except as provided in Sections 3.12 and 3.13, motions to reconsider must be made by a member who votes with the majority, and at the same or next succeeding meeting of the Council.

3.15 Motions to Lay A Matter on the Table. Motions to lay any matter on the table shall be first in order; and on all questions, the last amendment, the most distant day, and the largest sum shall be put first.

3.16 Motion for Adjournment. A motion for adjournment shall always be in order.

3.17 Motions and Discussion by the Presiding Officer. The presiding officer, as a member of the Council may, at his or her discretion, call any member to take the chair, to allow the presiding officer to make a motion, but may otherwise discuss any other matter at issue subject only to such limitations as are imposed by these rules on other Councilmembers.

3.18 Suspension of Rules. The rules of the Council may be altered, amended or temporarily suspended by a vote of two-thirds of the members present; provided, that at least four affirmative votes be cast.

3.19 City Staff Attendance at Meeting. The City Manager, Attorney, City Clerk, and such other officers and/or employees of the City of Kirkland shall, when requested, attend all meetings of the Council and shall remain in the Council chamber for such length of time as the Council may direct.

3.20 Minutes. The City Clerk shall keep correct minutes of all proceedings. The votes of each Councilmember on any ordinance and the ayes and nays on any other question shall be entered in the minutes. Copies of the minutes shall be sent to the members of the Council prior to their next regular meeting.

3.21 Procedure for Considering Process IIA Appeals. The City Council shall consider a Process IIA appeal under Kirkland Zoning Code (KZC) Chapter 150 at one meeting, and shall vote on the appeal at the next or a subsequent meeting, in order for the Council to gather more information from the record and consider the appeal; provided, that the Council, by a vote of at least five members, may suspend this rule and consider and vote on the appeal at the first meeting. The Council's vote (to affirm, modify or reverse the decision of the Hearing Examiner, or direct the Hearing Examiner to hold a rehearing) shall occur within 60 calendar days of the date on which the letter of appeal was filed, pursuant to KZC 150.125.

3.22 Procedure for Considering Process IIB Applications. The City Council shall consider a Process IIB application under KZC Chapter 152 at one meeting, and shall vote on the application at the next or a subsequent meeting; provided, that the Council, by a vote of at least five members, may suspend this rule and consider and vote on the application at the first meeting. The Council shall first consider the application at a meeting held within 45 calendar days of the date of issuance of the Hearing Examiner's recommendations, pursuant to KZC 152.90.

CHAPTER 4: STUDY SESSIONS AND RETREATS

4.01 Study sessions. Study sessions shall be held as provided by Kirkland Municipal Code 3.10.020. Study sessions are used by the Council to review upcoming agenda items, current and future programs or projects, to discuss, investigate, review or study matters of City business for informational purposes. No final action is taken while in study session; however, the Council may provide direction to staff by consensus or vote. Council direction shall be summarized in writing and presented to the City Council at a regular meeting. Final action on direction provided at a study session will be scheduled for a regular or special council meeting.

4.02 Council retreats. Council retreats are held annually or semi-annually at the Council's discretion. The purpose of the retreats is to allow the Council to devote concentrated attention to single or multiple time consuming subjects. No final action is taken at retreats; however, the Council may provide direction to staff by consensus or vote. Council direction shall be summarized in writing and presented to the City Council at a regular meeting. Final action on direction provided at will be scheduled for a regular or special council meeting.

CHAPTER 5: COUNCIL COMMUNICATIONS

5.01 Written Correspondence. Access to the City Council by written correspondence is a significant right of all members of the general public, including in particular, residents of the City. The City Council desires to encourage the exercise of this access right by the general public to bring to the attention of the Council, matters of concern to Kirkland residents. In order to do this most effectively, some orderly procedure for the handling of written correspondence is essential. One concern of the City Council is application of the appearance of fairness doctrine to correspondence addressed to the Council, concerning matters which will be coming before the City Council in a quasi-judicial or land use hearing context. Special care in the way the content of those letters is brought to the attention of the individual members of the Council is essential in order that an unintended violation of the appearance of fairness doctrine does not result.

The Council believes that the following procedure for handling of written correspondence addressed to the Council will best accommodate the desires and concerns of the Council as set forth in this section:

1. Correspondence of an Information Only Nature - Correspondence which is purely of an informational nature and which does not require a response or action should not be placed on the Council meeting agenda by the City Clerk, but rather transmitted to the Councilmembers in the normal course of daily business.

2. Routine Requests - Items of a routine nature (minor complaints, routine requests, referrals, etc.) shall be answered by staff. Routine requests and staff responses shall be transmitted to the Councilmembers in the normal course of daily business.

3. Significant Correspondence - Correspondence that requires policy decision or approval by Council shall be placed by the Clerk on the regular Council agenda, either under New Business or if appropriate, under Unfinished Business, and shall be accompanied by staff report as are all other agenda items. Direct replies may be made by the City Manager if policy matters are not involved or the Council has previously provided policy direction. Replies shall be transmitted to the Councilmembers in the normal course of daily business.

4. Correspondence Directly Relating to Quasi-Judicial Hearing Matters - All such correspondence when so identified by the City Clerk shall be listed by name and reference to hearing matter on the Consent agenda under the item Written Correspondence relating to quasi-judicial matters. Copies of such correspondence shall not then be included within the agenda materials, but shall be placed in a City Council communication holding file, or directly into the appropriate hearing file, so that they will be circulated to City Councilmembers at the time that the matter comes before the City Council for its quasi-judicial consideration, and as a part of the hearing record for that matter. The City Clerk shall also advise the sender of each such letter, that the letter will be coming to the attention of the City Council at the time that the subject matter of the letter comes before the Council in ordinary hearing course.

5. Prompt Acknowledgments – The City Manager will promptly acknowledge the receipt of all written correspondence and inquiries and, where appropriate, advise the writer of referral to the City Council or a City department.

5.02 Council Communications with the Public. The Kirkland City Councilmembers are committed to open and progressive communications in their capacity as elected officials. Individual Councilmembers use a variety of methods to communicate with the public, stakeholders, partners and the media. Social media platforms offer a way to deliver public information and customer service to constituents and give citizens another means to interact with their government. The purpose of this policy is to provide guidelines for Council communications with the public through traditional media outlets or the use of social media platforms through personal accounts or pages.

The Council believes that the following guidelines will provide consistency in procedures and allow for use of more tools to communicate with the public.

1. The content and tenor of all public communications should model the same professional behavior displayed during Council meetings and community meetings and reflect well on the individual Councilmember, the City Council as a whole and the community.
2. The following disclaimers should be included in whole or referenced with a link to the disclaimers for all communications initiated by Councilmembers in open forums.

- a. The views expressed represent the views of the author and may not reflect the views of the Kirkland City Council.
 - b. Responses to this communication by other Councilmembers may be limited by the provisions of the Open Public Meetings Act under which a policy discussion must be held in an open public meeting if a quorum of the City Council participates.
 - c. Comments posted in response to a Councilmember-initiated communication may be subject to public disclosure under the Public Records Act.
3. Media outlets such as newspapers, radio and television news coverage may be used as communications medium by individual Councilmembers provided that the communication clearly states that the views expressed do not represent those of the City Council or the City of Kirkland but the views of the individual Councilmember.
 4. Communications Initiated by Councilmembers. Guest editorials, letters to the editor and blog posts published by Councilmembers should be provided to the full City Council at the same time they are delivered to the media outlet. Drafts of guest editorials, letters to the editor or blog posts may not be circulated for comment by a quorum of the Council prior to publication as this may violate the Open Public Meetings Act.
 5. Use of Social Media. Posts to social media sites (Web 2.0) such as blogs, Facebook and Twitter may be used by individual Council members to communicate with the public provided the following guidelines are used:
 - a. Blog posts or other posts to social media sites should include, or reference by a link, the disclaimers listed in Section 2.
 - b. Social media sites are not to be used for the conduct of City Council business other than to informally communicate with the public. Public notices, items of legal or fiscal significance that have not been released to the public and discussion of quasi-judicial matters may not be included in Councilmembers social media posts. Councilmembers are encouraged to maintain social media sites with settings that can restrict users' ability to comment in order to avoid inadvertent discussions of these items. Unsolicited public comments on quasi-judicial matters must be placed on the record by the Councilmember at the time the matter is before the City Council for consideration.
 - c. In order to demonstrate- openness and a willingness to listen to the entire community, Councilmember posts on social media sites should be made through a public-facing page or by marking individual posts as available to the public as a whole.
 - d. When commenting on a post or an article published by someone other than a Councilmember, a link to the standard disclaimers in Section 2 should be included within the thread.
 6. If a Councilmember makes a factual error in a public communication, it should be corrected as soon the error comes to light. Blog posts may be corrected by amending a previous post with a note that a correction was made.
 7. Retention of Council Electronic Communications and Social Media Content. All email and text messages, files downloaded from outside sources and other electronic files, relating

to the conduct of government or the performance of any governmental or proprietary function, are considered official City business records and are subject to the Washington State Public Records Act and the laws governing the retention and destruction of public records.¹

- a. Email messages sent or received via City email addresses are captured by the City archiving system servers. Council communications are potentially archival and will be retained in accordance with the State retention schedule.
 - b. Email messages sent or received using personal addresses should be forwarded to the member's City account, but should also be maintained in their original form to preserve associated metadata. Attachments should be saved to City server drives as appropriate.
 - c. Text message records are maintained by the communications carrier/providers with varying policies and practices, and can be difficult to retrieve and to maintain in accordance with State law. At this time, Councilmembers should only use text messaging for transitory communications and not to discuss City business.
 - d. Social Media postings should be captured via screen shots which are emailed to, and retained in, the Councilmember's City email account as an interim archiving method pending selection of an appropriate social media archiving technology solution.
 - e. Members should consult with the City Clerk's Office for assistance with any retention questions.
8. Use of City-owned equipment to update personal social media sites or email accounts is subject the Administrative Policy 7.1 which allows for incidental use of City equipment for personal needs provided the activity does not the City to additional cost or liability or pose additional risk to security, privacy or conflict with any other City policy. Use of City-owned equipment or email accounts for campaign purposes is prohibited by RCW 42.17A.555.

CHAPTER 6: PROCLAMATIONS

6.01 A proclamation is a formatted certificate, issued by the Mayor, to give recognition and support to ceremonial occasions and special events, or to raise awareness about concerns of interest to the community as a whole. Proclamations are symbolic; no official policy, action or legal act is imparted or intended as a result.

1. All proclamations will be issued at the discretion of the Mayor.
2. Proclamations can recognize international, national, state, and local events, as well as matters of historical interest, in order to bring them to the attention of Kirkland citizens. Proclamation content should relate to a public purpose or benefit.

¹ "Public record" is broadly defined in RCW 42.56.010(3) to include, ". . . any writing containing information relating to the conduct of government or the performance of any governmental or proprietary function prepared, owned, used, or retained by any state or local agency regardless of physical form or characteristics. . . "

3. A proclamation that has not previously been issued by the Mayor of Kirkland shall be reviewed by the Mayor and Deputy Mayor for content to ensure that it does not conflict with an adopted policy position of the Kirkland City Council.
4. The City Manager's Office will coordinate all requests for proclamations. Proclamation requests should be received no later than two weeks prior to a City Council Meeting to allow time for the proclamation to be prepared, reviewed, and added to the Council Agenda.
5. Proclamations shall be presented at Council Meetings only if a recipient is present in the audience or at the discretion of the Mayor. All other proclamations will be sent by mail to the recipient.

CHAPTER 7: COUNCIL COMMITTEES

CITY COUNCIL COMMITTEE APPOINTMENTS

7.01 Purpose and Relationship to City Council.

Committees are advisory and do not take action on behalf of the Council. The purpose of Council Committees is to review matters in detail and to make reports to the full Council for possible Council actions. Council Committees may be standing committees or ad hoc committees are appointed for special or time-limited subjects. Ad hoc committees are disbanded when they complete their assigned task.

There are five standing Council Committees:

- Finance and Administration
- Public Safety
- Planning and Economic Development
- Public Works, Parks and Human Services
- Legislative

Committee topics are developed through a collaborative process between the City Council and staff or by referral by the City Council. All topics referred to Council Committees will have final consideration before the full Council after receiving a report from the Council Committee. The chair of each Council Committee is responsible for reporting to the City Council, at a regular meeting, the topics discussed and results of the committee's most recent meeting. Meeting minutes for every Council Committee meeting will be posted to the City Council's internal web page along with a list of current and future topics being discussed by each committee.

7.02 Appointment Process.

Council Committee appointments are generally for a two-year period. Unless a vacancy occurs, Council Committee appointments are made every even-numbered year to coincide with the Council selection of the Mayor. Immediately following the first regular Council meeting in even-numbered years, City Council members should let the Mayor know about their interests in serving on the various City Council and regional committees. The Mayor and Deputy Mayor will then meet to consider committee appointments and they will develop a recommended list of committee

appointments. This list of recommended appointments will then be presented at the second City Council meeting in January for Council's consideration at which time the committee appointments will be made by the City Council.

If a vacancy should occur during the year, this appointment opportunity should be announced at a Council meeting. Those Council members that are interested in filling this position should let the Mayor know before the next City Council Meeting. The Mayor and Deputy Mayor will make a recommendation for City Council's consideration to fill this vacancy at that following Council meeting.

7.03 Council Committees

Committee/Topic Areas	Staff
Finance and Administration <ul style="list-style-type: none"> • Finance and budget • Utility rates • Human Resources and Performance Management • Technology • Public Records • Council Policies and Procedures 	<i>Director of Finance and Administration</i>
Public Safety <ul style="list-style-type: none"> • Police • Fire and Emergency Medical Services • Municipal Court • Emergency Management • Code Enforcement 	<i>Deputy City Manager</i>
Legislative <ul style="list-style-type: none"> • State and Federal Legislative Agenda and Monitoring • Liaison with State and Federal Elected Officials 	<i>Intergovernmental Relations Manager</i>
Planning and Economic Development <ul style="list-style-type: none"> • Business Retention and Recruitment • Business Roundtable • Tourism • Events • Development Services (permitting) • Long Range Planning • Housing 	<i>Planning and Community Development Director and Economic Development Manager</i>
Public Works, Parks and Human Services <ul style="list-style-type: none"> • Public Works operations and CIP • Parks Operations and CIP • Parks planning • Environment • Utilities • Facilities and Fleet • Human Services 	<i>Public Works Director and Parks and Community Services Director</i>

CHAPTER 8: BOARD AND COMMISSION APPOINTMENTS

It shall be the policy of the Kirkland City Council to make appointments to official advisory boards or commissions generally in accordance with the following:

8.01 Applicability/Definition. For the purposes of this policy, the term advisory board shall include the following appointed bodies:

Cultural Arts Commission
 Design Review Board
 Park Board
 Human Services Advisory Committee
 Planning Commission
 Library Board
 Tourism Development Committee (Lodging Tax Advisory Committee)
 Salary Commission
 Transportation Commission

8.02 Eligibility. Relatives, family members or domestic partners of Councilmembers will not be eligible to serve on City advisory boards. Members of the family of a City employee who works in a department, that provides staff assistance or support to an advisory board, shall not be eligible to serve on that board.

8.03 Non-Discrimination. The Council shall not discriminate on the basis of an applicant's race, ethnic background, creed, age*, sex, marital status, sexual orientation, or sensory or physical handicap in the making of appointments.

*City council has made age a qualification for specific seats on certain advisory bodies.

8.04 Concurrent Offices. At no time shall any person serve concurrently as a member of more than one of the above listed City Boards.

8.05 Terms. Appointments shall be made for four-year terms, unless otherwise provided by statute or Kirkland Municipal Code. Terms shall expire on the 31st of March of the applicable year. A member being appointed to fill a vacant position shall be appointed to fill the vacancy for the remainder of the unexpired term.

8.06 Term Limitations. No individual shall serve more than two full four-year terms as a member of a City of Kirkland appointed advisory board; provided, if an individual is appointed to fill 365 days or less of an unexpired term and serves that term, the individual is eligible to apply for and serve two additional four-year terms. If an individual is appointed to fill 366 days or more of an unexpired term and serves that term, the individual would be eligible to apply for and serve for only one additional four-year term.

8.07 Attendance. Appointees shall attend 80 percent of all meetings in any 12-month period for which there is no prearranged absence, but in any case shall attend no less than 60 percent of all meetings unless waived by the City Council.

8.08 Appointment/Reappointment. An open competitive process will be used to fill vacancies. City Council will initiate an open and competitive application process and solicit applicants for the position(s). All advisory board members completing their term who are interested in and eligible for reappointment will be required to go through the open competitive process.

8.09 Application Process. Openings for advisory board positions shall be widely advertised in local newspapers, as well as other means available and appropriate for this purpose. If an incumbent is eligible to apply for reappointment, this information shall be included in the announcement. Applicants shall be required to complete a City application form provided for this purpose, and to submit a completed application by the specified recruitment deadline. Late applications will not be accepted; however, the City Council may choose to extend an application deadline, if necessary, to obtain a sufficient number of applicants for consideration. Copies of all applications will be provided to the City Council.

8.10 Criteria for Reappointment. Information will be sought from the Board/Committee Chairs and the City Manager (or appropriate staff) when considering reappointments. Reappointments are based on the following criteria:

Minimum performance – attendance, incumbent reads the materials, has a basic understanding of the issues and participates in discussion.

Performance – has well-thought-out arguments, logically presented, and is a good advocate. Shows ability to analyze complex issues and to judge issues on substantive grounds. Understands difference between quasi-judicial and legislative matters.

Personal relations – has good understanding of relative roles of Council, Commissioners and staff and is sensitive to staff's job. Is generally respectful of others' viewpoints. Is a good team player, shows willingness to compromise, work toward a solution, without sacrificing his/her own principles.

Growth/improvement – has shown personal and/or intellectual growth in the position. Has shown improved performance, has taken advantage of continuing education opportunities or other indicia of growth or improvement.

Public benefit – reappointment provides a benefit to the commission as a body; provides or enhances balance on the commission geographically and/or philosophically.

8.11 Appointment Process. Upon receipt of applications, the Council will review the applications and reduce the number of applicants for interview to three applicants for each vacancy. For example, if there were one vacancy on a board or commission, the Council would reduce the pool of applicants to be considered to three. If there were two vacancies, the Council would reduce the pool of applicants to be considered to six. In cases where the number of applicants for interview require a reduction from the number that have applied, an ad hoc committee of the Council will be appointed by lot to review and recommend to the entire Council those to be interviewed for each board or commission and those recommended not to be interviewed.

Interviews of applicants shall be conducted in open session. The chairperson of the respective advisory board (or a representative) will also be invited to attend the interviews, and may

participate in the process to the degree desired by the Council. Upon completion of the interviews, the Council shall make its appointments in open session. Following appointment, the appointee, as well as all other candidates, will be notified in writing of the Council's decision.

8.12 Criteria for Removal. Failure to continue to meet the criteria for reappointment to boards and commissions and the attendance standard set forth above is cause for the removal of a member of a board or commission by a majority vote of the Council.

8.13 Open Government Training Requirement. Within 90 days of assuming their positions, all members of boards and commissions appointed by the City Council must receive the training required by the Open Government Trainings Act regarding the Open Public Meetings Act.



CITY OF KIRKLAND
City Manager's Office
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MEMORANDUM

To: Kurt Triplett, City Manager

From: Marilynne Beard, Deputy City Manager

Date: April 9, 2015

Subject: PUBLIC SAFETY COMMITTEE OUTSTANDING AGENDA ITEMS

RECOMMENDATION:

City Council reviews the attached list of outstanding agenda items for the Public Safety Committee.

BACKGROUND DISCUSSION:

During the City Council's discussion of the Council Committee Policy, Councilmembers asked that the full Council review outstanding agenda items for the standing subcommittees. This memo presents the Public Safety Committee's outstanding items. The list was reviewed and updated by the committee at their March 19, 2015 meeting (see Attachment A). The adopted Council Committee Policy includes the following language:

Committee topics are developed through a collaborative process between the City Council and staff or by referral by the City Council. All topics referred to Council Committees will have final consideration before the full Council after receiving a report from the Council Committee. The chair of each Council Committee is responsible for reporting to the City Council, at a regular meeting, the topics discussed and results of the committee's most recent meeting. Meeting minutes for every Council Committee meeting will be posted to the City Council's internal web page along with a list of current and future topics being discussed by each committee.

The purpose of the review is to inform the full Council of the outstanding items and to provide an opportunity to discuss agenda items that may not have been previously reviewed by the full Council.

Council Committee Outstanding Agenda Topics**Public Safety Committee**

	Type of Item	Requested By	Original Date Requested	Comments
Fire Strategic Plan Update	Periodic Updates	City Council	Summer 2011	
Prevention Based Efforts in Public Safety	Staff Report	Committee	January 2013	
Public Safety Volunteer Programs (esp. at Station 24)	Staff Report	Committee	January 2013	
Long Term Cost of Education Incentives	Staff Report	Committee	January 2013	
Residential Fire Sprinkler Process	Staff Report	City Council	2008	
Crisis Intervention Training and Diversion	Staff Report	Committee	January 2013	
Police Dispatch and Response Time (Pre and Post-Norcom)	Staff Report	Committee	January 2013	
DUI, Public Drunkenness and Over Service	Annual Report	Committee	2011	
Public Safety Performance Measures	Staff Report	Committee	January 2013	
Quarterly Fire/EMS Response Data	Quarterly Report	Staff	Since Inception of Comm.	
Public Safety Building Updates	Ongoing	City Council	2011	This can be sunsetted at some point
Downtown Activity/Transit Center	Annual Report	Committee	2011	
Crime Statistics Report	Annual Report	Committee	January 2013	Provided just prior to general publication
Response to Group Homes and Assisted Living Facilities	Annual Report	Committee	April 2014	
False Alarm Prevention Update	Annual Report	Staff	2008	
North Fire Station Siting	Periodic Updates	Staff	2011	
Police Body Cams	Staff Report	Committee	2014	Clarify what information is needed before we can report?
King County CMT Program Report	Staff Report	Committee	February 2015	
Reverse 911 System and Customer Data in 911 System	Staff Report	Committee	January 2014	
Regulation of Marijuana Lab Operations	Staff Report	Committee	February 2014	
School Zone cameras	Staff Report	Committee	March 2015	
Police handling of cultural and language differences	Staff Report	Committee	March 2015	
Continuity of government plan	Staff Report	Committee	March 2015	
Policy on drones	Staff Report	Committee	March 2015	
City and citizen responsibility for fire hydrant maintenance	Staff Report	Committee	March 2015	Maybe do a City Update article
Marine unit/fire rescue boat	Staff Report	Committee	March 2015	
Road barrier removal	Staff Report	Committee	March 2015	This will be a CIP project
Animal control	Staff Report	Committee	March 2015	
Regional Fire Authority feasibility	Staff Report	Committee	March 2016	