



# CITY OF KIRKLAND

## CITY COUNCIL

Joan McBride, Mayor • Penny Sweet, Deputy Mayor • Dave Asher • Jessica Greenway  
Doreen Marchione • Bob Sternoff • Amy Walen • Marilynne Beard, Interim City Manager

123 Fifth Avenue • Kirkland, Washington 98033-6189 • 425.587.3000 • TTY 425.587.3111 • [www.ci.kirkland.wa.us](http://www.ci.kirkland.wa.us)

### AGENDA

#### KIRKLAND CITY COUNCIL MEETING

#### City Council Chamber

#### Tuesday, May 18, 2010

#### 6:00 p.m. – Study Session – Peter Kirk Room

#### 7:30 p.m. – Regular Meeting

COUNCIL AGENDA materials are available on the City of Kirkland website [www.ci.kirkland.wa.us](http://www.ci.kirkland.wa.us), or at the Public Resource Area at City Hall on the Friday afternoon prior to the City Council meeting. 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 (587-3190) or the City Manager's Office (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 587-3190, or for TTY service call 587-3111 (by noon on Monday) if we can be of assistance. If you should experience difficulty hearing the proceedings, please bring this to the attention of the Council by raising your hand.

1. *CALL TO ORDER*
2. *ROLL CALL*
3. *STUDY SESSION, Peter Kirk Room*
  - a. Joint Meeting with Kirkland Youth Council Leadership
  - b. 2011-2016 Capital Improvement Program (CIP)
4. *EXECUTIVE SESSION*
5. *HONORS AND PROCLAMATIONS*
  - a. 2010 Eileen Trentman Memorial Scholarship Recipient
  - b. Honoring Jennifer Schroder, Parks and Community Services Director
  - c. Public Works Week Proclamation
6. *COMMUNICATIONS*
  - a. *Announcements*
  - b. *Items from the Audience*
  - c. *Petitions*
    - (1) Citizens Requesting NE 69<sup>th</sup> Place Cul-de-Sac be Restored from Private Road to Public Road

**EXECUTIVE SESSIONS** may be held by the City Council to discuss matters where confidentiality is required for the public interest, including buying and selling property, certain personnel issues, and lawsuits. An executive session is the only type of Council meeting permitted by law to be closed to the public and news media

**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.

P - denotes a presentation from staff or consultant

7. SPECIAL PRESENTATIONS

8. CONSENT CALENDAR

- a. Approval of Minutes: (1) May 4, 2010 Special Meeting
- (2) May 4, 2010
- (3) May 8, 2010 Special Meeting
- (4) May 11, 2010 Special Meeting

**GENERAL CORRESPONDENCE**

Letters of a general nature (complaints, requests for service, etc.) are submitted to the Council with a staff recommendation. Letters relating to quasi-judicial matters (including land use public hearings) are also listed on the agenda. Copies of the letters are placed in the hearing file and then presented to the Council at the time the matter is officially brought to the Council for a decision.

b. Audit of Accounts:

Payroll \$

Bills \$

c. General Correspondence

- (1) Vladimir Zayshlyy, Regarding Permit Fees

d. Claims

- (1) Puget Sound Energy

e. Award of Bids

f. Acceptance of Public Improvements and Establishing Lien Period

g. Approval of Agreements

h. Other Items of Business

- (1) Energy Efficiency and Conservation Block Grant Project Update and Redirecting Funds
- (2) Civil Service Commission Resignation
- (3) Report on Procurement Activities
- (4) Resolution R-4816, Setting Forth the Current Rules of Procedure for the Conduct of Kirkland City Council Meetings

9. PUBLIC HEARINGS

10. UNFINISHED BUSINESS

- a. N.E. 85<sup>th</sup> Street Corridor Improvements Update

11. NEW BUSINESS

- a. Proposed Wild Glen Annexation

**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.

**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.

- b.* Fire Sprinklers in All New Single Family Homes
- c.* Parkplace Development Agreement
- d.* Association of Washington Cities Annual Business Meeting Delegates
- e.* Downtown Retail Zoning

*12. REPORTS*

*a. City Council*

- (1) Regional Issues

*b. City Manager*

- (1) Calendar Update

*13. ADJOURNMENT*



**CITY OF KIRKLAND**  
Department of Parks & Community Services  
505 Market Street, Suite A, Kirkland, WA 98033 425.587.3300  
www.ci.kirkland.wa.us

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## MEMORANDUM

**To:** Marilynne Beard, Interim City Manager

**From:** Kirkland Youth Council Leadership  
Regula Schubiger, Youth Services Coordinator  
Carrie Hite, Deputy Director  
Jennifer Schroder, Director

**Date:** May 1, 2009

**Subject:** City Council Meeting with Kirkland Youth Council Leadership

The 2009-10 Kirkland Youth Council is in the midst of yet another busy and success-filled year. The year began with one of the most competitive recruitment processes seen in many years. Fifty-six applications were received. Thirteen new members were selected after several days of application reviews as well as candidate interviews by the Leadership Group.

Taking into consideration the current financial situation of the City, the Leadership Group decided to forgo the annual leadership training at the Waterhouse Center in Monroe. In place of this, the group was divided up into three teams as a way to build camaraderie and to make dissemination of information to the group more efficient and effective. One of the teambuilding activities these teams participated in was a Youth Council Jeopardy game. Categories covered included Kirkland, KYC, KTUB, Teen Traffic Court and member requirements.

The following is a brief overview of the Youth Council's 2009-10 projects.

### **Community Service Projects**

The Kirkland Youth Council sets out to participate in at least four diverse service projects during the school year. The following is a list of six projects KYC has been involved with this year.

November 2009 – KYC members sponsored a food drive for Hopelink at the Juanita Safeway. During the four hour drive, the Youth Council was able to fill the reserve aid truck (1.6 tons of donations) and collect \$155 in cash for a total value of \$4,500.

December 2009 – The Youth Council hosted its annual Holly Day Brunch at the Peter Kirk Community Center. Members of KYC hosted, cooked and served brunch to patrons of PKCC. Over 50 seniors attended the event.

December 2009 – KYC members assisted with the 12k's of Christmas run stuffing goodie bags for the runners as well as staffing a water station during the race.

March 2010 – Youth Council members hosted a benefit dance for KTUB in early March. The event was extremely successful and raised \$1,100 for the teen center.

April 2010 – Members of the Kirkland Youth Council assisted with an Earth Day project at Juanita Bay Park removing blackberry bushes and spreading mulch.

May 2010 – The Kirkland Youth Council assisted with the Kirkland ½ Marathon stuffing goodie bags for runners as well as staffing a water station during the race.

### **Teen Court**

Members of the Kirkland Youth Council continue to serve as judge and jury for Teen Traffic Court. Cases are heard monthly at the Kirkland Municipal Court. This program has been extremely successful reducing the recidivism rates of the participants for more than 10 years. A few changes were implemented for the 2009-10 school year. First, Teen Traffic Court is now held year round. This is a change from just holding Court during the school year. The second change is that the program is now open to all teens who either attend a Kirkland based public school and/or are Kirkland residents. It is hoped that this will help to increase participant numbers.

### **Mini Grant Program**

Every year, the Youth Council awards \$8,500 in mini grants to area schools and youth serving organizations. The purpose of these monies is to help support small events, projects and activities for Kirkland teens. Members of the Youth Council serve as the review committee for the grant applications and make funding recommendations. Awards typically range from \$250-\$750. Please refer to attached memo for complete report on mini grants.

### **We've Got Issues**

After tying up loose ends on some uncompleted projects, KYC members have embarked on planning their latest project on distracted teen driving. The structure of the program will be similar to the installment on Pedestrian Safety – reenactment, hidden camera footage, and education section. KYC members are anxious and excited to start on a new program as it has been several years.

### **Superintendent Meetings**

The Youth Council continues to meet quarterly with the Lake Washington School District Superintendent Chip Kimball. During these meetings a wide variety of topics are discussed; transition to the four-year high school model, AP testing concerns, impact of budget cuts on sports fees and graduation schedules, vending machine issues, School District Bond and Levy, and introduction of the Cambridge Program at Juanita High School.

### **City Manager Meetings**

KYC Leadership looks forward to their quarterly meetings with City Manager, Dave Ramsay. Topics that have been discussed include; annexation, library remodel, budget issues, KTUB, and the transit center. The Leadership Team looks forward to meeting with Interim City Manager Marilynne Beard later this month.

### **Bluefish Festival**

Every year, the Kirkland Youth Council partners with the Teen Union Building to host the Bluefish Festival. This event features teen music, art, poetry reading, and several other teen related activities. This day-long celebration will take place on Saturday, June 12<sup>th</sup> at the KTUB and in Peter Kirk Park. Subcommittees have been working hard planning the various aspects of this event.

### **KTUB Transition**

Youth Council members have been very involved with the changes in the operating partner at KTUB. From brainstorming options to interviewing third party operating partners, KYC voice

has been active and heard. Members look forward to working with both Friends of Youth and the Bellevue YMCA as the transition takes place in July.

### **Lanyard Project**

In an effort to promote pedestrian safety with teens, KYC members partnered with David Godfrey to create reflective lanyards. The idea was formulated by KYC members and then marketed by Lake Washington High School's DECA program. One-hundred lanyards were produced and distributed at the school. They were extremely popular and more will be made available through LW's DECA program.

### **2010 Youth Summit**

This year's Youth Summit, "2010, the Future is Now" took place on Thursday, March 25<sup>th</sup> at the Kirkland Performing Arts Center, Peter Kirk Community Center, and KTUB. Over 100 teens attended the event. The Summit was an overwhelming success, thanks to the hard work of KYC member Charlie Cowin. The full report is attached to this memo.

This is a short summary of what the Kirkland Youth Council has been working on during the 2009-10 school year. Members of the Youth Council Leadership are looking forward to sharing and discussing event and project details with Council members during the upcoming Study Session.

**CITY OF KIRKLAND**

Department of Parks & Community Services  
505 Market Street, Suite A, Kirkland, WA 98033 425.587.3300  
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**MEMORANDUM**

**To:** Marilynne Beard, Interim City Manager

**From:** Regi Schubiger, Youth Services Coordinator  
Carrie Hite, Deputy Director  
Jennifer Schroder, Director

**Date:** May 5, 2010

**Subject:** 2009-10 Mini Grant Report

The purpose of this annual report is to review the programs and organizations funded by the Kirkland Youth Council Mini Grant program during the 2009-10 school year.

In 2000, Kirkland City Council agreed to allow the Kirkland Youth Council to set aside \$10,000 of its \$20,000 Teen Activity Grant funds for a Mini-grant program. The purpose of these grants is to provide one-time awards between \$200 and \$750 that give short-term, limited funding for Kirkland youth groups and community groups for projects, activities, events, and training. These grants are awarded three times every year. In the fall of 2002, the Teen Activity Grant program was eliminated and partial funds were redirected toward the Mini-Grant Program for a total of \$10,000.

The following lists the sixteen programs and organizations that were awarded funding during the 2009-10 school year.

*BEST High, 2010 Prom* – Students at BEST High requested funds to help pay for a DJ and decorations for their Senior Prom.

Requested Amount: \$750

Funds Allocated: \$750

*BEST High, Art Club* – BEST High School wanted to start an afterschool Art Club where students can explore different media such as fused glass for jewelry and metal work.

Requested Funds: \$750

Allocated Funds: \$600 – Due to the number of requests received this funding cycle, the Review Committee was not able to award the full requested amount.

*BEST High, Yearbook Production* – Due to budget cuts, BEST High School no longer has yearbook production class. Students have taken the initiative to volunteer their time

and resources to create a yearbook for 2010. Funds requested would be used toward production expenses of the book.

Requested Funds: \$750

Allocated Funds: \$750

*Environmental and Adventure School, 2010 Health Fair* - Parent volunteers host the annual Health Fair at EAS. The event brings together over a dozen presenters and three keynote speakers to enrich and enhance the education of students in various aspects of health.

Requested Funds: \$750

Allocated Funds: \$650 – A portion of the funds requested were to be used toward the purchase of staff lunches. The Review Committee felt that this was more of a luxury and not a necessary part of the event.

*Finn Hill Junior High, Christmas Carol Production* – After reading the Christmas Carol novel, staff at Finn Hill Junior High wanted to take students to the ACT Theater's production of the play. Funds were requested to help pay for transportation costs.

Requested Funds: \$750

Funds Allocated: \$750

*Finn Hill Junior High, Enrichment Field Trips* – As a way to enrich the science curriculums at Finn Hill Junior high, students will be partaking in a variety of field trips. Destinations include Pacific Science Center, Woodland Park Zoo, and Aquarium.

Requested Amount: \$750

Allocated Funds: \$750

*Juanita High School Athletics, Leadership Training* – JHS coaches would like to give the student athletes an opportunity to participate in the YMCA's Ropes Course. Ropes course trainings focus on accountability, communication, cooperation, leadership and goal setting.

Requested Amount: \$750

Allocated Funds: \$450

*Juanita High, Acting Workshop* – The Juanita High School Drama group wanted to partake in an actors' workshop. The program provides vocal coaching and choreography curriculum. Funding for three workshops was requested.

Requested Amount: \$750

Funds Allocated: \$500 - Due to the number of requests received this funding cycle, the Review Committee funded two of the three workshops.

*Juanita High, Motivational Speaker* – Staff at Juanita High School wanted to bring a motivational speaker that would specifically address students with special needs. The presentation focused on stimulating interest in students furthering their studies, confirming positive attributes, and garnering hope for a positive and productive future.

Requested Amount: \$320

Funds Allocated: \$100 – A portion of this request was to pay for food. The Review Committee felt that this was not a necessity and that the funds should be used just to pay for the speaker.

*Juanita High School, Reading Book Club* – The Juanita High School Library wanted to help support the student driven Rebel Reading Book Club. Members of the club meet during the lunch hour to discuss books that they have read. The school Librarian serves as the discussion moderator.

Requested Funds: \$693.50

Allocated Funds: \$500 - Due to the number of requests received this funding cycle, the Review Committee was not able to award the full requested amount.

*Juanita High School, Rebel Pride Day* – Juanita High School's annual Rebel Pride Day is a daylong event where school and community members partner to beautify the JHS campus. This includes routine maintenance of gardens, installation of benches, creating new planters, and painting. The event includes a barbeque for all participants.

Requested Amount: \$750

Allocated Funds: \$750

*Kirkland Chamber of Commerce Education Committee, Leadership Training* – Juniors and Seniors at BEST, International Community School, Juanita High School, and Lake Washington High School are all invited to attend the Leadership Training hosted by the Chamber's Education Committee. About 60 students meet with City staff and tour City Hall. This is followed with the Chamber Luncheon at the Woodmark Hotel. The lunch features a keynote and panel discussion geared toward career development and leadership.

Requested Amount: \$500

Allocated Funds: \$500

*Kirkland Junior High, Choices & Consequences Presentation* – The Choices and Consequences presentation is a program that educates youth about the results of health behaviors. The program utilizes real human organs and empowers students to make positive health choices.

Requested Amount: \$750

Funds Allocated: \$750

*KTUB, Bluefish Festival* – To celebrate the anniversary of the Kirkland Teen Union Building, the teen center hosts the annual Bluefish Festival the second Saturday in June. This event features teen bands, art show and much more.

Requested Amount: \$600

Allocated Funds: \$600

*KTUB, Midnight Blue Dance* – For 2010, KTUB is hosting a series of dances that will help to raise funds for community groups such as HopeLink. The first of these events (Midnight Blue) was a partnership with the Kirkland Youth Council.

Requested Amount: \$750

Allocated Funds: \$600 - Due to the number of requests received this funding cycle, the Review Committee was not able to award the full requested amount.

*Rock School, Classes* – Rock School is an afterschool and summer music program for youth. Funds were requested for equipment used during classes.

Requested Amount: \$750

Funds Allocated: \$375 - Due to the number of requests received this funding cycle, the Review Committee was not able to award the full requested amount.

The following programs were not funded:

*Christ Church Kirkland, Ambassador's Ball* – This annual event honors local dignitaries for their service in the Kirkland community. Students at the school design and create the event which includes dinner, dancing, and an awards program.

Requested Amount: \$667

Allocated Funds: 0 – The number of requests received during this cycle outnumbered the funds available. The Review Committee felt that this program did not illustrate the need that some of the other requests did.

*Finn Hill Junior High, Drug & Alcohol Assembly* – Finn Hill Junior High wanted to have an assembly focusing on an anti drug and alcohol message. The event features a speaker, drug sniffing dog, and video presentation. Funds were requested for anti drug/alcohol t-shirts that would continue to carry the message after the assembly.

Requested Amount: \$300

Funds Allocated: 0 - The number of requests received during this cycle outnumbered the funds available. The Review Committee felt that this program could still happen without the t-shirts.

*Finn Hill Junior High, Weight Training* – The Finn Hill Junior High Weight Training Club wanted to add heart rate monitors to their equipment offerings. Monitors would be used to help evaluate individual fitness progress.

Requested Amount: \$400

Allocated Funds: 0 - The number of requests received during this cycle outnumbered the funds available. The Review Committee felt that this program did not illustrate the need that some of the other requests did.

*International Community School, FBLA Conference* – Members of ICS's FBLA club competed in these year's State FBLA conference in Yakima. Students were involved in a variety of business events/competitions including public speaking, job interviews, economic business, and business communication.

Requested Amount: \$750

Allocated Funds: 0 - The number of requests received during this cycle outnumbered the funds available. The Review Committee felt that ICS students could conduct fundraisers to cover the remaining costs.

*Lake Washington High School, Heritage Music Festival* – The LW Band, Orchestra, and Choir performed at the Heritage Music Festival in Vancouver, British Columbia. Each student was expected to raise \$500 in order to participate in the event. Funds were requested to help ease the fundraising burden on the less fortunate students involved.

Requested Amount: \$750

Funds Allocated: 0 – This program did not meet the minimum number of teens served to be eligible for funding.

*Rose Hill Junior High, Cirque du Freak Reading Program* – “Cirque du Freak” are a series of books that the Rose Hill Junior Library would like to purchase for its students to help promote reading as a fun and rewarding activity. These series are geared toward the junior high school age student.

Requested Amount: \$490.60

Funds Allocated: 0 - The number of requests received during this cycle outnumbered the funds available. The Review Committee felt that this application was not of the same quality as others that were reviewed.

**Total Amount Requested 2009-10: \$14, 471.10**

**Total Funds Awarded: \$9,375**

**CITY OF KIRKLAND****Department of Parks & Community Services**

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

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**MEMORANDUM**

**To:** Marilynne Beard, Interim City Manager

**From:** Regi Schubiger, Youth Services Coordinator  
Carrie Hite, Deputy Director  
Jennifer Schroder, Director

**Subject:** 2010 Kirkland Youth Summit

On Thursday, March 26, 2010 the Kirkland Youth Council held its eighth biannual All-City Youth Summit, "2010, The Future is Now!" at the Kirkland Performing Arts Center, Peter Kirkland Community Center, and the Kirkland Teen Union Building. About 120 teens from a variety of Kirkland based junior and senior highs attended the event to discuss a broad range of topics relevant to teens. Youth Council members selected and researched topics that they felt were timely and of interest to their peers; career planning, money management, college choices, time management, stress management, ideal Kirkland and transportation. Each session featured experts in various fields to discuss and troubleshoot the area addressed. The schedule for the day allowed participants to attend two 70 minute sessions, one in the morning and one in the afternoon. New for this year's Summit were roundtable discussions during the lunch hour with local/state government and school officials.

**Keynote Speaker**

Andy Stromberg, a former Seattle University soccer star, now motivational speaker, started the event off with his presentation focusing on making choices that affect one's future plans. Students enjoyed his presentation, humor, and ability to relate.

**Session Summaries****Stress Management**

Mari Port brought Parent Trust's Stress Management and Relaxation Training (SMART) to participants. The attendees learned that mental and emotional stress can cause health problems and affects all aspects of life. Participants completed several worksheets to discover their own stress symptoms and triggers. They then used this information to find the specific coping mechanisms (i.e. relaxation techniques, lifestyle changes and cognitive strategies) most effective for them.

### Time Management

The focus of this session was organization. Debbie Rosemont a Certified Professional Organizer and Productivity Consultant led participants through several exercises to help them with school success. The four areas covered were organization, tools, goal setting, and time management. Organization section included reducing clutter, setting a routine, and having a paper management system. The Tools portion covered the benefits of using items such as a planner and binder. Goal setting was focused on making goals manageable and attainable. Time Management's emphasis was on staying focused and minimizing distractions.

### College Planning

This session featured former KYC member Jerald Aranas and Kelly Aiken KTUB staff member. Jerald spoke from his perspective of a current college freshman, and Kelly from a more retrospective viewpoint. The session covered a discussion on AP classes versus the Running Start Program, tools available for exploring post high school options, sifting through the many degrees that are available, finding and getting scholarships, and how best choose a school.

### Ideal Kirkland

This workshop was led by KYC members, Nathan Brand, Jasmine Clark and Chris Norwood. The purpose of this session was to have an open conversation about what participants liked and disliked about Kirkland. Areas covered included schools, shopping centers, KTUB, parks, Kirkland police, annexation, and Bluefish. Participants shared their thoughts in each of these areas as well as adding suggestions for changes they would like to see.

### Career Choices

The Career Choices workshop featured Debbie Lacy, certified life coach. Debbie worked with the participants to provide them with tools to discover and find their dream career. Attendees were given several worksheets that helped determine four key factors in finding a dream career; 1) love, 2) skill, 3) lifestyle, and 4) work values. Once the participant determined what their dream job was, Debbie encouraged them to investigate the profession and talk with people who already have that career. Careful research will help to create the pathway to success.

### Money Management

Cory Shepard, former Director of KTUB, now Financial Advisor for Edward Jones, discussed various aspects of finances and planning for one's future. Cory brought energy, enthusiasm, and real stories to a potentially bland and obscure topic. This session was selected for several reasons. Teens love money and they want more of it. It is estimated that teens spend over \$172 billion per year and 1 out of 3 high school seniors have a credit card. At the same time, 52% of high school seniors have no knowledge of basic finance. As a result, young adults (ages 24 and under) are also the most rapidly growing group of bankruptcy filers in the US.

### What's Wrong with Transportation/Barriers to Walking/Biking

David Godfrey, City of Kirkland Transportation Engineer led these two sessions that covered the four principals included in the Transportation Commission "Transportation Conversations"; 1) Move People, 2) Be sustainable, 3) Be an Active Partner, and 4) Link to Land Use. Participants were then asked to discuss ways in which they could encourage elementary aged students to be safe, what specific concerns teens have regarding transportation, and ways in which teens can be encouraged to do more carpooling.

### **Roundtable Discussions**

The lunchtime roundtable discussions got rave reviews from both teens and the adult hosts. Although each facilitator was given discussion points to help spur conversation, every table was unique in what was talked about; some discussed career planning, some discussed current events, and some discussed issues affecting Kirkland teens.

Participant evaluation forms came back overwhelmingly positive. Youth Council members heard repeatedly that the event was not only interesting but informative and helpful as well.

A more detailed list of items that were discussed in the breakout sessions and the event evaluation summary are available upon request.



**CITY OF KIRKLAND**  
Department of Finance & Administration  
123 Fifth Avenue, Kirkland, WA 98033 425.587.3100  
www.ci.kirkland.wa.us

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## MEMORANDUM

**To:** Marilynne Beard, Interim City Manager

**From:** Tracey Dunlap, Director of Finance & Administration  
Sri Krishnan, Financial Planning Manager

**Date:** May 7, 2010

**Subject:** 2011-2016 Capital Improvement Program

### RECOMMENDATION:

City Council review the Preliminary 2011 to 2016 Capital Improvement Program (CIP).

### BACKGROUND DISCUSSION:

The Preliminary CIP for 2011 to 2016 is presented with this memo for Council consideration. The Preliminary 2011-2016 CIP is presented in two volumes:

- (1) A summary document including the narrative, maps, summary tables and graphs, and brief project descriptions. (A hard copy of the summary document was provided for Council review on May 11), and
- (2) A project detail document which contains the individual project sheets for funded and unfunded projects.

Both documents are available at: <http://www.ci.kirkland.wa.us/CIPdocument>.

In addition to the CIP document, information on selected issues is included in three attachments to this memo:

- Report on transportation and utility CIP backlog that was the focus of the 2009-2014 CIP (Attachment A)
- Memorandum on IT CIP projects that are not funded in the Preliminary 2011-2016 CIP (Attachment B)
- Memorandum on annexation immediate needs (Attachment C)

The identified focus of the Preliminary 2011-2016 CIP is on reviewing the impact of the economic downturn on projects scheduled for implementation in 2011 and 2012 presented in the Revised 2009-2014 CIP (approved on September 1, 2009). As a result of the review, the scope or timing of some projects were modified to better align with anticipated revenues.

A separate memo regarding annexation immediate needs includes a discussion of the initial capital improvement needs identified to date, for 2011 and 2012. The Preliminary 2011-2016 CIP does not incorporate specific annexation projects pending the results of the comprehensive assessment that will occur post-annexation. The post annexation assessment will include master planning processes that will identify specific projects and help establish levels of service. The results of the post annexation assessment will be incorporated into a future CIP.

The study session scheduled for May 18th is the first meeting to discuss the CIP. Depending on issues and questions that arise from the CIP discussion, additional study sessions may be scheduled. A public hearing on the CIP will be held on September 21st. Adoption of the CIP occurs by Council resolution and is scheduled for the first regular meeting in December.

Attachments

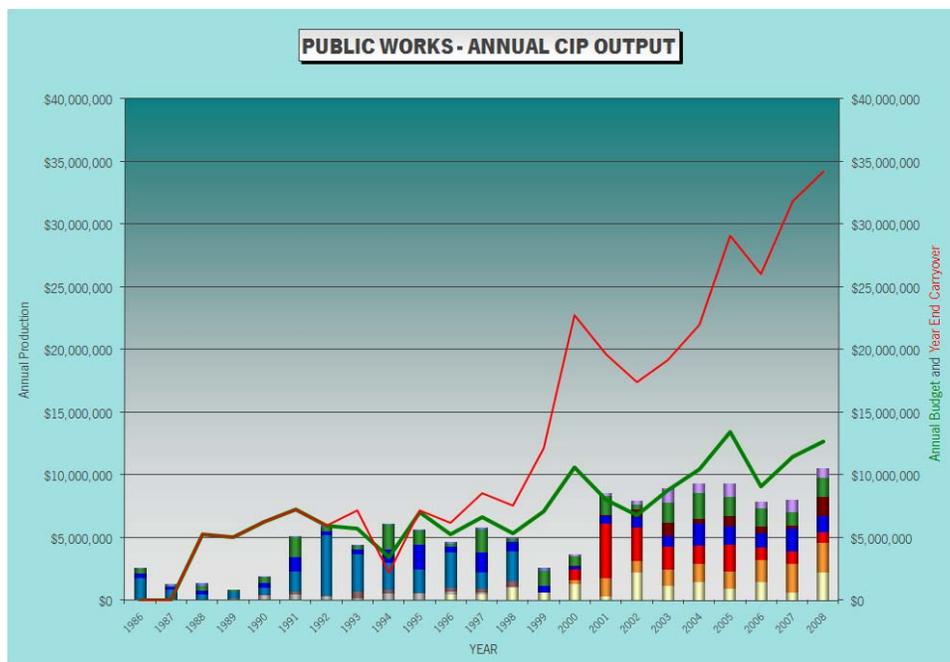


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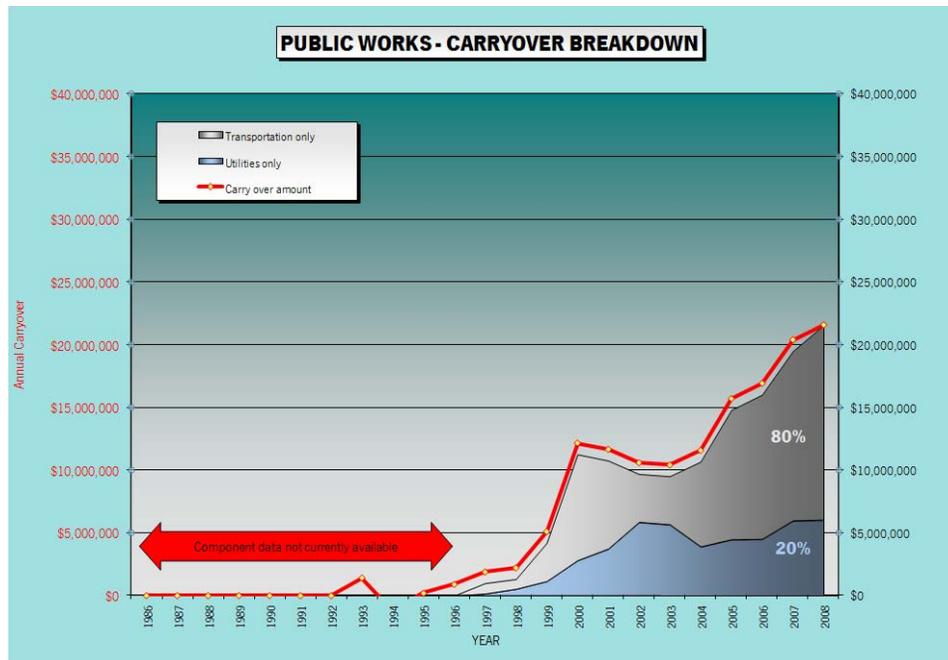
**MEMORANDUM**

**To:** Marilynne Beard, Interim City Manager  
**From:** Ray Steiger, P.E., Interim Public Works Director  
**Date:** May 6, 2010  
**Subject:** PUBLIC WORKS CIP PRODUCTION AND BACKLOG

During the 2008 development of the 2009-2014 CIP, Public Works presented information to the Council regarding the status of a number of previously funded CIP projects. The information included the total investment of capital improvements per category over a number of previous years (Figure 1) and included the status of project "backlog" due to a number of factors. The backlog of projects, reflected in carryover amounts, at that time was approximately \$20 million and involved projects in all categories: water/sewer, surface water, and transportation. Transportation projects accounted for 80% of the backlog and utility projects were 20% (Figure 2).



**Figure 1 – Capital Improvement production 1986 – 2008**



**Figure 2 – Carryover Balance 1986 - 2008**

Staff recommended a number of strategies to address the backlog:

- Convert a vacant .5 engineering position to .5 community outreach specialist,
- Hire a dedicated CIP administrative assistant (new position),
- Hire a dedicated CIP inspector (new position),
- Except for projects underway and maintenance projects, no new projects through 2012.

The Staff recommendations to increase staff positions were funded by the CIP projects and thus would require no additional funding. In addition, based on historical experience discussed in the 2008 CIP process, the additional staff could perform a number of tasks that were being done by the engineering staff. This would 1) free up engineering staff to focus on project critical elements, and 2) bring a level of expertise to the Capital Improvement group that was being done somewhat inefficiently by a variety of staff.

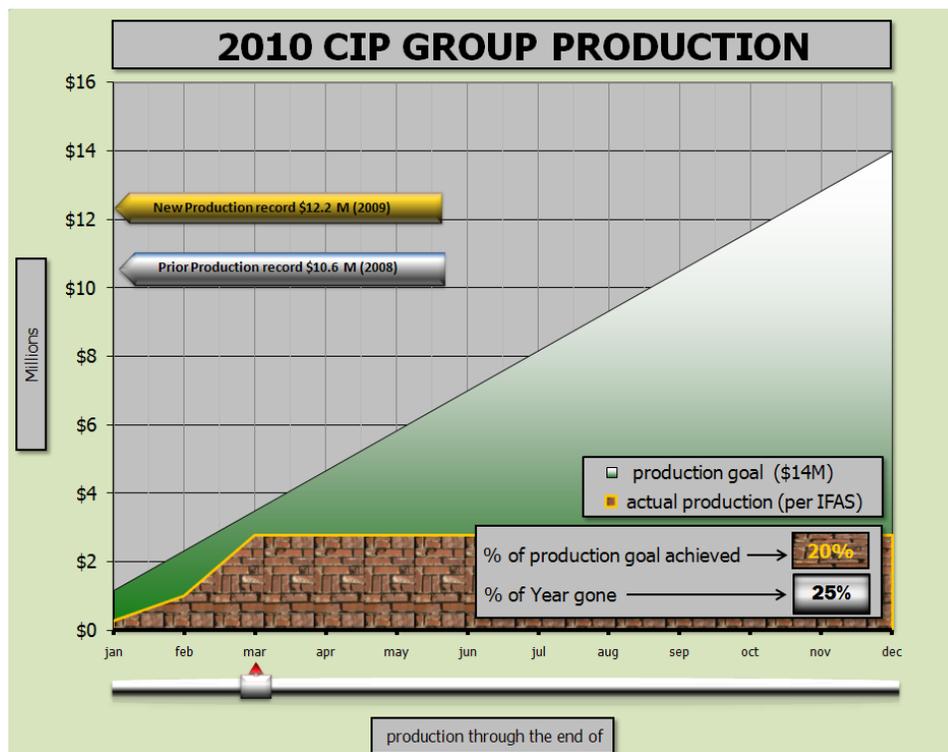
Since the Council adoption of the Staff recommendations and the 2009-2014 CIP, significant progress has been made in addressing the backlog of projects. All of the approved positions have been recruited and hired. Community outreach has undertaken a number of positive strides: Kari Page, Neighborhood Services Coordinator in the City Manager's office was hired as the .5 FTE for the CIP outreach specialist, the CIP webpage now includes information and outreach for almost all active projects, neighborhood involvement in developing the CIP has been enhanced, and various strategies are being adopted for CIP projects. The NE 85<sup>th</sup> Street corridor improvement outreach program includes a high degree of coordination with the CIP engineer and the outreach specialist. The Park Lane enhancement project showcased a close working relationship with Public Involvement and the CIP project delivery staff.

The Kirkland Transit Center requires day-to-day City coordination, and the new CIP inspector, Tom Christ has been involved through the day-to-day construction interfacing with City utility, Parks, and signal technicians. He is currently developing standards and communication requirements for all City projects that allow the Project Engineering staff to focus on design and procurement efforts.

The administrative assistant position has been able to bring consistency to project records, contract routing, filing and reporting and works hand-in-hand with the outreach specialist and engineers to update project websites.

Historically, the project engineering staff has been able to spend 75% of their work efforts directly charging to CIP projects; the additional 25% are allocated to vacation, holiday, sick leave and on administrative tasks that benefit the overall division. With the addition of the three new positions in CIP, 2009 allowed the entire project engineering staff to be 86% directly billable to projects – this focus has also had an effect on the production and is resulting in a downward trend in the backlog.

Through 2007, the largest historical project delivery total was approximately \$9.3 million (in both 2004 and 2005). With the modifications made in 2008 as a part of the CIP process, the increase in annual production was marked: \$10.6 million (2008), \$12.2 million (2009 -- excluding approximately \$900,000 not realized due to the low bid climate), and is on target for \$14 million this year (Figure 3). At the same time, project backlog is steadily declining.



**Figure 3 – Capital Improvement production 2010**

The projected carryover from 2008 to 2009 was estimated to be \$21.4 million during the 2008 CIP discussions; actual carryover was \$20.6 million, of which \$5.8 million was in construction at the end of

2008. The projected carryover from 2009 to 2010 was \$16.2 million. At the time of this memo, the actual 2009 to 2010 carryover had not yet been finalized but will be presented in a later memo.

**CITY OF KIRKLAND**

Information Technology Department

123 Fifth Avenue, Kirkland, WA 98033 425.587.3050

[www.ci.kirkland.wa.us](http://www.ci.kirkland.wa.us)

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**MEMORANDUM**

**To:** Marilynne Beard, Interim City Manager  
Tracey Dunlap, Director of Finance & Administration

**From:** Brenda Cooper, Chief Information Officer

**Date:** April 28<sup>th</sup>, 2010

**Subject:** Information Technology 2011-2016 CIP

This memo explains the challenges that IT is experiencing with regards to the CIP, explains the actions taken to balance the CIP for the short-term, and the risks associated with those actions.

**The Current IT Funding Model:**

In order to set the discussion on firm ground, the following discussion describes how technology projects are funded currently.

The IT department operates as an internal services fund, which means that departments are billed back for the operational costs of supporting them, based on a complicated rate model approved by the IT Steering Team and the Finance Department. Rates pay for IT staff time, training, software maintenance for major systems and desktops, and for replacement of desktop computers. The e-CityGov Alliance membership is also paid for through rates (beginning in 2010).

This funding mechanism works reasonably well. Changes in rates are governed by direction provided by the IT Steering Team and Finance with approval from the City Council. However, it should be noted that rates generally go up by more than inflation every year because software maintenance goes up by 3 -5 % per year depending on the vendor. Whenever we replace software, the fee goes up by a much larger percentage. This, of course, puts a continuous minor hardship on the departments.

Many IT functions are not included in rates. These include network and server infrastructure purchase and replacement, replacement of major systems such as the permit system, financials, etc., and for continued development of our GIS system. All of these activities, as well as any new technology projects that come up, are funded by the CIP.

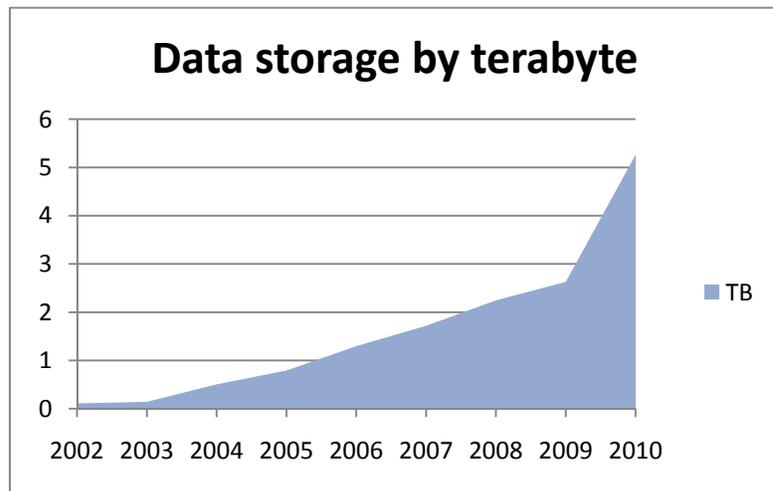
Some CIP funded activities, such as replacement of servers and storage, are in CIP's that carry along from year to year. These include a Network project, a GIS project, and Financial Systems project. Other projects, such as replacement of the permit system, are handled with scheduled beginning and end dates.

## Pressures on IT Costs:

There are a number of pressures on technology costs:

- While the actual cost of hardware remains fairly constant (and in fact, additional capacity is usually available at the same price), the cost of software and IT related service has increased. This includes annual maintenance contracts. The most recent example of this is that the new permit software annual maintenance is around \$70,000 a year while the old software it replaced was about \$20,000 a year. Similar increases are occurring with every new piece of enterprise software.
- The amount of data stored has increased significantly every year. Files are getting bigger and more people are using more types of technology such as video, digital cameras, scanned PDF's, etc. In addition, we have been adding data that used to be on paper (such as the older Council information that we scanned to put in TRIM, the records management system). Data that we used to get only on paper form is now being delivered, acted on, and stored electronically. This includes electronic drawings for permits. The following table and graph summarizes our growth in data storage since 2002:

Year	Terabytes of data stored
2002	0.112891
2003	0.144492
2004	0.509336
2005	0.795469
2006	1.298418
2007	1.719814
2008	2.24959
2009	2.631494
2010	5.269141



The largest contributors to the increase in disk space needs from 2009 to 2010 are:

- The city moved from tape and CD type media for broadcast to a more true digital form. Because programming is now recorded and stored in a higher quality format, we have added about 2TB in saved video programming (Chan 21 & 75) as well as some additional items stored for the Granicus feeds (recordings of meetings).
- The pipe inspection truck video is now almost 1TB (about 800GB currently) in size. We have moved this data to less expensive types of storage.
- As we service new locations and new staff members, the cost of connectivity goes up. For example, two years ago we added a new building for Parks Maintenance. The cost was about \$32,000 in one-time costs (which came from Facilities) and \$500 in ongoing costs for software maintenance for the networking equipment (which ends up in the IT budget), plus the new burden of replacing the \$18,000 of equipment as it nears its end-of-life around 2012 or a little later.

- New users add new costs. In 2002, we supported 276 PC's. Today, IT supports 483 PC's.
- A more complex infrastructure requires more documentation and process to keep running. In the last ten years we've added a number of locations to the network, including the 505 building, Heritage Hall, the Parks Maintenance Building and McAuliffe Park.
- Unfunded mandates expand regularly, primarily in requirements that we keep data for long periods of time, that we keep all records that were created electronically in their electronic form for their retention period, and that we keep more records for longer. We are simultaneously charged with increasing security requirements and increasing requirements for open access to records, which essentially results in a bit of creative tension as we design and update policies. The Police Department will soon be required to use two-factor identification (a password and some other identifier such as a retina scan, fingerprint scan, key fob, access card, or other physical method or object for positive identification). Standards that we must adhere to such as PCI compliance (credit card security) and HIPPA compliance (health care privacy) also add costs.
- New methods used by hackers and others who are attacking our network regularly and with ever-increasing sophistication and determination periodically require that we revise and tighten our security policies and tools, and that we provide expensive training to IT staff.

While there are theoretically savings coming as well, they are difficult to document in any meaningful fashion. We are certain that the city's continued investment in technology has allowed City staff to be more productive and that it allows us to do more. New technologies often promise that they will save money. The largest currently hyped new technology is Cloud Computing, and so far we have not yet seen quotes that promise real savings, so we didn't factor any Cloud Computing projects in for the 2011 – 2012 years in the CIP.

Note that in addition to all of the upward pressures on IT costs, there has not been an increase in the amount of CIP money available to IT since 2000 and with the exception of a \$150,000 a year contribution toward GIS from the utilities. Several years ago, we recognized that some money in the CIP was actually funding ongoing operating costs of capital projects. The costs were moved into the operating budget which resulted in a decrease of the funding in the CIP and an increase in the operating budget.

### **Strategies used to balance the IT CIP:**

IT is required to turn in a CIP that balances to the available revenue. This year, for the first time, some years of the 6-year CIP were so out of balance that the network needs alone surpassed the total amount of funding that was projected to be available. A summary of the proposed IT CIP project follow:

## **2011 and 2012**

For 2011 and 2012 one project was added to care for some technology needs in the Municipal Court which have long been unfunded. These include replacing an old probation management system which was custom-written for the Court over a decade ago and which we are no longer able to change or enhance. While this would have needed to be done with or without annexation, we feel that it needs to be done prior to the effective date because of the anticipated expanded workload on the Court. The second court-related project is replacement of the current court automated recording system which is very old and no longer under warranty. This set of projects is estimated at \$50,000 total, and spread across the two years at this time. Since the projects are not scoped in detail, this is a rough cost estimate.

Other than that, no new projects were added. In order to add the Court project, a \$77,000 project to do phase II of the service desk and IT management system implementation was reduced. There is some significant replacement and other work coming up in the standard IT projects. In addition to "de-funding" some planned projects we are deferring projects based on budget. We also took \$48,000 out of the network CIP request by reducing our estimates in hope that we can drive the prices down via competitive bidding. Some of the highlights for 2011 and 2012 include:

### **GIS CIP:**

- Providing additional field workers access to GIS
- Replacing servers and plotters

### **Network CIP:**

- Server replacements
- Storage replacements and upgrades as needed
- Replacement of major network equipment which is aging
- Performing a required network security assessment

### **Finance CIP:**

- Replacing the Finance Server (which is the only remaining minicomputer at the city, and which is almost \$65,000 by itself)
- Upgrading the utility billing system to prepare to bill garbage in the annexation area and to become compliant with current desktop software

The only other project in the 2012 CIP is a maintenance management system upgrade that we deferred in the recent budget crunches and which will need to be completed. This is not an optional upgrade, and we probably won't be able to be deferred again and still have the system be supported. This upgrade is about \$250,000. At that time, we will evaluate an "upgrade or buy something else" choice that the recent acquisition of a new permit system will make possible.

## **2013 thru 2016**

For the purpose of balancing this document, all system replacement projects were eliminated and the Network CIP from 2013 was reduced. In reality, if we have to make those choices

today for the next two years, we would probably cut parts of the GIS system, cut the disaster recovery project entirely yet again, and perhaps beg for contributions from other departments.

The details of how we would accomplish the needed reductions are not provided at this time because predicting effectively three-years out in technology is difficult. IT tools change rapidly. The last time a CIP was prepared, there were no cloud computing options on the horizon. Now, they are much-hyped, but still basically too expensive every time we've priced them. By the next CIP, there may be some viable options for moving data storage off-premise.

This does not mean that we expect to be able to operate at the same level of service with the same budget. Rather we are hoping that we can make forward progress on IT funding over the next few years.

### **Possible Strategies for Funding Future IT Capital Needs:**

IT staff will work with Finance and the City Manager to find a way to increase the funding available to IT. Because the problem is so large, a number of strategies may need to be considered and combined. These might include:

- Adding money to the IT CIP through finding an additional source of funding,
- Adding money to the IT CIP to account for the new users being added by annexation
- Directly billing departments back for the cost of storage,
- Taking advantage of any cost savings that become available via cloud computing, r
- Replenishing the IT Major Systems Reserve from cash should any become available,
- Using more open source software,
- More regional consolidation of IT functions to search for economies of scale,
- Issue debt to fund IT (which was identified as a strategy in the 2006 strategic plan but never pursued),
- Adding more technology fees into our city fees for service.

Although the IT CIP is balanced for the next two years, a longer term funding strategy is needed for major system replacement.



**CITY OF KIRKLAND**  
Department of Finance & Administration  
123 Fifth Avenue, Kirkland, WA 98033 425.587.3100  
www.ci.kirkland.wa.us

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## MEMORANDUM

**To:** Marilynne Beard, Interim City Manager

**From:** Tracey Dunlap, Director of Finance & Administration  
Sri Krishnan, Financial Planning Manager

**Date:** May 7, 2010

**Subject:** **Annexation Immediate Needs-Capital Improvement Program**

This memo presents a summary of the initial estimates of the immediate or documented capital improvement needs in the annexation area in 2011 and 2012. The initial assessment presented in this document is largely based on King County's data. A more thorough analysis of needs will be undertaken after annexation becomes effective June 1, 2011. The result of the more comprehensive evaluation and analysis will be brought forward for Council review in 2011 as part of the interim update to the 2011-2016 CIP. The Preliminary 2011-2016 CIP does not incorporate the annexation needs summarized in this memo, pending the results of the assessment that will occur post-annexation.

### **BACKGROUND DISCUSSION:**

Annexation of the Juanita, Finn Hill, and Kingsgate neighborhoods to the north of the current City effective June 1, 2011 will change the City's CIP. As of this writing, the exact scope of the capital needs in the annexation area are not known, estimates of potential revenue sources for capital purposes need to be updated to reflect current economic conditions, and policy choices on allocation of revenues between operating and capital needs have yet to be made. The following discussion recaps potential revenue sources for capital projects, provides an overview of the types of capital needs in the annexation area in 2011 and 2012, and identifies next steps and policy issues for further discussion. A more comprehensive look at how the annexation CIP projects fit into the overall picture will occur in the next CIP process.

### **Potential Funding Sources**

In November 2007, staff provided an initial assessment of infrastructure needs in the annexation area that indicated the resources available for capital projects could fund about 26% of the identified needs, which was similar to the funded portion of the existing City's CIP at that time. Economic conditions have changed dramatically since then, which has reduced the City's ability to meet its capital needs. It is reasonable to expect that capital-related revenues in the annexation area have declined as well. At this time, staff is awaiting updated financial information from King County to help in the assessment of the level of capital revenue that might be generated by the annexation area.

Gas tax, surface water fees, and REET revenues, three current sources of funding for capital projects, will increase as a result of annexation. In keeping with current City policies, these new revenues would be potential sources of funding for the annexation area capital needs. The application of impact fees in the annexation area will need to be evaluated given the statutory requirement that the fees be based on the adopted Capital Facilities Plan in the Comprehensive Plan, which will need to be updated once annexation needs are defined. That is, annexation area capital improvements need to be identified and adopted as part of the City's Comprehensive Plan prior to calculating new impact fees. This process may not be completed until 2012 or later. In addition to gas tax, surface water fees, and REET revenue, sales tax is also used to fund capital projects. The allocation of additional sales tax received from the annexation area would be at the Council's discretion. These on-going sources will be estimated when more current data is received from King County.

The annexation financial analysis assumed that a portion of the annexation sales tax credit would be used to support a share of the debt associated with the facilities expansion to service the annexation area. This share will be incorporated into the upcoming facilities financing plan.

In addition to the sources identified above, there is the potential that King County may identify capital resources that they could provide to the City to meet needs in the annexation area or that the County could complete specific projects needed in the area subject to the negotiation of the interlocal agreement with King County. There will also be some funding received from Woodinville Fire and Life Safety District (WFLSD) and Fire District 41, although these funds are expected to be used toward operational needs in the area currently served by WFLSD and the planned station consolidation project in Fire District 41.

## **Types of Capital Needs**

### *Transportation Projects*

Assuming current City policies regarding annual maintenance programs would also apply to the annexation area, staff estimates approximately \$1.88 million in annual Transportation project costs in the annexation area. The projects included in determining this estimate are:

- Annual Sidewalk Maintenance Program
- Crosswalk Program (to be funded every other year)
- Annual Street Preservation Program
- Annual Striping Program

In addition to the projects listed above, staff will identify projects that do not fall under the annual maintenance program definition. The estimated costs are based on both King County data and estimates generated by City staff's understanding of the scope of the project.

### *Surface Water Projects*

The current estimate for Surface Water capital needs in the annexation area is based on the assumption that the City's current annual maintenance program would be extended to cover the new area. It also includes other known issues that would have to be addressed in 2011 or 2012. Under these assumptions, staff estimates that annexation area surface water projects would cost approximately \$1 million annually. The potential Surface Water projects in the annexation area are:

- Annual Stormpipe Repair Program
- Annual Streambank Program
- Juanita Tributary (Billy Creek)

Rate revenue is the primary source of funding for these projects in the annexation area. As with other capital needs in the annexation area, the full scope of Surface Water capital needs has not been determined as of this date. Staff is currently in the process of evaluating needs and will prepare a complete list for Council review as part of the update to 2011-2016 CIP planned for 2011.

### *Parks*

At this time the City and County are still finalizing which County-owned properties will be transferred as a result of annexation. An initial assessment of County parks which are likely to be transferred does not identify any immediate capital needs, not withstanding likely community interest in park improvements. The full extent of Parks-related capital needs in the annexation area will be determined as part of an extensive update to the City's Comprehensive Parks, Recreation, and Open Space Plan, targeted to take place in 2012. The Plan update will assess Parks' Level of Service gaps and opportunities, community interest in park redevelopment and land acquisition, and will prioritize projects as they are identified. In the interim, the Park Board will evaluate any emerging needs in the annexation area and, if necessary, make recommendations for adjustments to the 2011-2016 CIP.

### *Public Safety*

Annexation-related Public Safety needs are being primarily addressed through the annexation service package process. From a capital perspective, the addition of an aid car at Station 27 to serve the portion of the Kingsgate neighborhood currently served by Woodinville Fire Life Safety District (WFLSD) in 2011 is estimated to cost approximately \$237,000. In addition, some minor modifications to Station 27 may be required.

*Facilities*

The Public Works Internal Services Division is currently preparing cost estimates for the planned facility expansion projects that will address current space needs and annexation-driven space needs at City Hall and the Maintenance Center. The plans also include the option of a separate Public Safety building to be located in another part of the City. Non-voted debt is assumed as the primary funding source for facilities expansion. A separate overview of facilities needs and financing will be provided to Council in June 2010 and the selected option will be incorporated into the final CIP.

*Technology*

Technology capital needs are primarily in two categories: Geographic Information System (GIS) and network enhancements. GIS needs in 2011 include adding place names to assist police dispatch and an Environmentally Sensitive Area (ESA) layer to assist permitting. In 2012, GIS hopes to add utility layers that would help contractors tie to the City's survey control points; and street layers which include signs, street lights, sidewalks, and trees. Network CIP needs include purchase of additional software licenses and storage hardware. These purchases will be phased-in to match staffing additions in other departments. Other technology needs are addressed through the annexation service package process.

**Annexation Capital Next Steps**

As discussed above, a substantial effort needs to be invested to determine the specific needs in the annexation area. These needs will be incorporated into the City's capital planning processes and will be prioritized based on the criteria in the master plans and related documents. As the prioritization process moves forward, projects in the annexation area will be incorporated into the CIP.

At the same time, staff will be refining estimates of available capital revenues and negotiating the interlocal agreement with King County. These actions will determine the incremental revenue that will be available from the area towards specific capital needs. In addition, the City Council will need to consider whether to invest some of the non-capital tax revenues from the annexation area into the Capital Improvement Plan. This process will be a trade-off between phasing-in operating service levels versus dedicating funding to capital needs. There are a variety of approaches that can be considered, ranging from using all non-capital revenues for operating needs to setting aside a proportionate share of general revenues from the annexation area toward capital (consistent with the share of existing City revenues), or taking a more needs-based approach. Without information on the magnitude and immediacy of the needs, it is difficult to pursue this policy discussion. As needs are refined, staff will be identifying options to phase-in funding of the capital needs in the annexation area. This may take the form of prioritizing any dedicated capital revenues that are received from the area for the most immediate needs as they are identified. The next CIP process will include a comprehensive review of annexation area capital needs and funding strategies.

**CITY OF KIRKLAND****Department of Parks & Community Services**

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

[www.ci.kirkland.wa.us](http://www.ci.kirkland.wa.us)

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**MEMORANDUM**

**To:** Marilynne Beard, Interim City Manager

**From:** Youth Services Team  
Regula Schubiger, Youth Services Coordinator  
Carrie Hite, Deputy Director  
Jennifer Schroder, Director

**Date:** May 11, 2010

**Subject:** 2010 Eileen Trentman Memorial Scholarship Recipient

Recommendation

City Council join staff in recognizing City of Kirkland's outstanding youth volunteers and the recipient of the 2010 Eileen Trentman Memorial Scholarship.

Background

The Youth Services Team, formed in early 2000, is an interdepartmental team of City employees whose mission is to serve youth within the Kirkland community and the City of Kirkland. In an effort to support elements of this mission, the Team introduced a scholarship program for teens in 2005 who have served the City as volunteers.

Up until 2006, the scholarship had been known as the Teens Honored and Appreciated for Notable Kirkland Service (THANKS). In September of that year, the Youth Services Team decided to rename the scholarship after the City's former Volunteer Coordinator, Eileen Trentman. Eileen played an integral role in not only the creation and implementation of this scholarship program, but as a member of the Youth Services Team as well.

The Youth Services Team has developed the following eligibility guidelines for possible candidates:

- Teens must have served the City in a volunteer capacity. This would include, but is not limited to, Kirkland Youth Council, Boards and Commissions, and Police Explorers.
- Teens must have graduated or be on track to graduate from High School the following June.
- Teens must be attending or have plans to attend college, university, or technical school after graduating from high school.
- Candidates must be high school senior through age 21

Funding for the Scholarship Program was generated through voluntary employee contributions during the 2009-10 Giving Campaign. The Kirkland Fire Fighters Benevolence Association (KFFBA) was gracious enough to hold the funds through their status as a 501.c.3. \$1,000 was raised through employee donations and a gift from the KFFBA.

#### Awards

On April 28, 2010, members of the Youth Services Team along with a representative from the KFFBA reviewed the applications received. The following candidate was selected for a scholarship:

***Kevin Lemme***– (\$1,000 award) Lake Washington High School, Kirkland Youth Council

Kevin Lemme joined the Kirkland Youth Council as a 7<sup>th</sup> grader at Kirkland Junior High. Since that time he has logged well over 300 hours of service for the City of Kirkland. Kevin has served on the Leadership Team of the Youth Council for two years giving the group outstanding guidance as Co-Chair. In addition to his work on KYC, Kevin is heavily involved with his school's DECA program, flying pursuits, and part-time job.



**CITY OF KIRKLAND**  
Department of Parks & Community Services  
505 Market Street, Suite A, Kirkland, WA 98033 425.587.3300  
[www.ci.kirkland.wa.us](http://www.ci.kirkland.wa.us)

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**MEMORANDUM**

**To:** Marilynne Beard, Interim City Manager  
**From:** Carrie Hite, Deputy Director of Parks and Community Services  
**Date:** May 6, 2010  
**Subject:** Recognition of Special Award for Jennifer Schroder

**RECOMMENDATION:**

That City Council recognize and congratulate Jennifer Schroder for receiving the Washington Recreation and Parks Association Honor Fellow Award.

**BACKGROUND DISCUSSION:**

On April 15<sup>th</sup>, 2010, Jennifer Schroder received the Washington Recreation and Parks Association (WRPA) Honor Fellow Award. This award was presented at the WRPA annual conference banquet.

The Honor Fellow Award is the highest recognition award bestowed by WRPA. This award is given to recognize an individual's dedication and achievement in the Parks and Recreation Profession.

Jennifer has accomplished a lot in 30 years in the profession. During her career she has led numerous initiatives with WRPA, NRPA, and in her local communities.

Most notable in WRPA, she was instrumental in developing the strategic plan, now being used as the foundation for work in WRPA. In addition, she was on the leadership committee that developed a successful NRPA national conference in Seattle in 2006, and can be credited for transitioning the legislative lobbyist for WRPA. Most recently she led the effort and was instrumental in the adoption of the revised Gender Equity state bill.

Most notable in NRPA, she served two terms on the Board of Trustees as the Pacific Northwest Regional council representative. During her tenure at NRPA, she served on the Public policy committee, and the certification committee. She assisted in the development of the legislative platform on the national level, and was instrumental in developing relationships with our state representatives, increasing local effectiveness to benefit from appropriations.

In addition, she has led the Departments of Federal Way and Kirkland, contributing her talents to help shape the Parks and Recreation and Community Services in both of these communities.



**CITY OF KIRKLAND**  
Department of Public Works  
123 Fifth Avenue, Kirkland, WA 98033 425.587.3800  
www.ci.kirkland.wa.us

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## MEMORANDUM

**To:** Marilynne Beard, Interim City Manager  
**From:** Ray Steiger, P.E., Interim Public Works Director  
**Date:** May 6, 2010  
**Subject:** PUBLIC WORKS WEEK PROCLAMATION – MAY 16 – 22, 2010

### RECOMMENDATION:

It is recommended that Council authorize the Mayor to present a proclamation for Public Works Week 2010.

### BACKGROUND:

Each year the American Public Works Association promotes Public Works Week throughout the Nation. Cities, counties and special districts can choose to what extent they celebrate and acknowledge Public Works Week. The theme for 2010 is 'Public Works: above, below, & all around you', in keeping with the national focus on awareness of infrastructure investment.

In addition, the purpose of the week is to educate the public on the benefits provided to the community through the physical infrastructure and the efforts of public works professionals. A significant portion of the education efforts are to inform the public of the role they play in making good choices to help maintain the physical infrastructure and natural environment. Specifically, solid waste recycling, water conservation, travel by alternative modes, promoting natural runoff, enhancing water quality and reporting problems with the infrastructure are some way citizens participate in managing and protecting both the public works system and the natural environment.

Another element of Public Works week is to inform the citizens of the value they receive for their investments in the public works infrastructure. Citizens pay a variety of rates, fees, charges and taxes for a host of public works services, and they benefit by services including a transportation network, solid waste disposal and recycling, water quality, reduced flooding and erosion, clean water, wastewater collection and treatment, and other services.

Highlighting the products and services delivered to Kirkland citizens is imperative, especially during difficult financial times. However, mindful of the current concerns that many have about financial conditions, Public Works will not be undertaking their historical presence at the Wednesday Market this year. Public Works will be presenting various displays at City Hall during the month of May, as well as emphasizing services on the City's web site.

Finally, enclosed within this packet is a proclamation for designating May 16-22, 2010 as Public Works Week in the City of Kirkland.



## A PROCLAMATION OF THE CITY OF KIRKLAND

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### **Designating May 16-22, 2010 as “Public Works Week” in the City of Kirkland**

**WHEREAS**, the National American Public Works Association acknowledges Public Works Week each year in the third week in May; and

**WHEREAS**, the theme for this year is ‘Public Works: above, below, and all around you’; and

**WHEREAS**, many of the essential services of a productive life, such as clean water, adequate drainage, safe roads, reliable wastewater collection, a functional tree canopy, critical bike lanes, safe walk routes, timely solid waste collection, efficient facilities, and reliable emergency response vehicles, are provided by our Public Works Department; and

**WHEREAS**, the citizens and the Public Works employees are stewards of that infrastructure; and

**WHEREAS**, the City of Kirkland, through Council action and support, has been a leader in maintenance standards, capital investments, sustainability, pedestrian safety, and recycling; and

**WHEREAS**, these services are provided by a diverse workforce with a variety of backgrounds and experience levels but sharing a common mission, ‘caring for your infrastructure to keep Kirkland healthy, safe and vibrant’;

**NOW THEREFORE**, I, Joan McBride, Mayor of Kirkland, do hereby proclaim the week of **May 16-22, 2010 as Public Works Week** in the City of Kirkland, and call upon all citizens to join in celebrating their investment in the public works of their City.

Signed this 18th day of May, 2010

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Joan McBride, Mayor

To: The City of Kirkland, WASHINGTON  
Hon. Mayor  
City Manager's Office  
Department of Public Works  
123 Fifth Avenue Kirkland, Washington 98033

April 20, 2010

We, the undersigned owners of real property abutting NE 69<sup>th</sup> Place in Kirkland are hereby petitioning that the status of the said cul-de-sac be restored from Private Road in 2008 to Public Road that the City of Kirkland has served as from 1974 to 2008, which also comes under the definition of the Common Law Dedication of the State of Washington.

We also declare that we are willing to dedicate the rights of way and release of easements as needed.

**PROPERTY OWNERS**

**SIGNATURES**

Parcel Number 1088020010  
Address 11814 NE 69TH PL  
Zipcode 98033  
Taxpayer MATTHEWS JACK D+SHARON D

*Jack Matthews*  
*Sharon Matthews*

Parcel Number 1088020020  
Address 11810 NE 69TH PL  
Zipcode 98033  
Taxpayer COX MELVIN A

*Melvin A Cox*  
*Jan M Cox*

Parcel Number 1088020030  
Address 11806 NE 69TH PL  
Zipcode 98033  
Taxpayer JALALI IRAJ+SAHBA

*Iraj Jalali*  
*Sahba Jalali*

Parcel Number 1088020040  
Address 11802 NE 69TH PL  
Zipcode 98033  
Taxpayer SUBAYKAN  
DOGAN NUR+M FUSUN

*Dogan Subaykan*  
*M Fusun*

Parcel Number 1088020050  
Address 11805 NE 69TH PL  
Zipcode 98033  
Taxpayer MORRIS HUGH D+MARY

*Hugh Morris* 4/28/10  
*Mary Morris* 4/28/10

Parcel Number 1088020060  
Address 11807 NE 69TH PL  
Zipcode 98033  
Taxpayer HEIMDAHL ROGER H

*Roger Heimdahl* 4-28-10  
*Doreen Heimdahl* 4-28-10

Parcel Number 1088020070  
Address 6905 119TH AVE NE  
Zipcode 98033  
Taxpayer LAVINTHAL LOREN M

*Loren Lavinthal* 4-30-10  
*Alta Blakely* 4-30-10



KIRKLAND CITY COUNCIL SPECIAL MEETING MINUTES  
May 04, 2010

1. CALL TO ORDER

2. ROLL CALL

ROLL CALL:

Members Present: Councilmember Dave Asher, Councilmember Jessica Greenway,  
Councilmember Doreen Marchione, Mayor Joan McBride, Councilmember  
Bob Sternoff, Deputy Mayor Penny Sweet, and Councilmember Amy Walen.

Members Absent: None.

3. REPORT FROM EXECUTIVE SEARCH CONSULTANT BOB MURRAY

4. EXECUTIVE SESSION

a. To Discuss City Manager Candidate Qualifications

5. OPEN SESSION

a. Selection of City Manager Candidates

Motion to interview applicants identified as group 1 in the consultant's report, applicants 1 through 7. Main motion amended to interview applicants numbered 1, 2, 4, 5, and 11.

Moved by Councilmember Amy Walen, seconded by Councilmember Bob Sternoff  
Vote: Motion carried 7-0

Yes: Councilmember Dave Asher, Councilmember Jessica Greenway,  
Councilmember Doreen Marchione, Mayor Joan McBride, Councilmember Bob  
Sternoff, Deputy Mayor Penny Sweet, and Councilmember Amy Walen.

Motion to Amend the main motion to remove applicants numbered 6 and 7 from consideration.

Moved by Councilmember Dave Asher, seconded by Councilmember Doreen  
Marchione

Vote: Motion carried 7-0

Yes: Councilmember Dave Asher, Councilmember Jessica Greenway,  
Councilmember Doreen Marchione, Mayor Joan McBride, Councilmember Bob  
Sternoff, Deputy Mayor Penny Sweet, and Councilmember Amy Walen.

Motion to Amend the main motion, as amended, to remove applicant number 3 and include applicants number 11 and 15.

Moved by Councilmember Bob Sternoff, seconded by Councilmember Amy Walen

Motion to call for division of the motion to amend by removing applicant number 3 and including applicants number 11 and 15.

Moved by Councilmember Dave Asher, seconded by Councilmember Jessica Greenway

Motion to Amend the main motion, as amended, to include applicant number 11.

Moved by Councilmember Bob Sternoff, seconded by Councilmember Amy Walen

Vote: Motion carried 6-1

Yes: Councilmember Jessica Greenway, Councilmember Doreen Marchione, Mayor Joan McBride, Councilmember Bob Sternoff, Deputy Mayor Penny Sweet, and Councilmember Amy Walen.

No: Councilmember Dave Asher.

Motion to Amend the main motion, as amended, to include applicant number 15.

Moved by Councilmember Bob Sternoff, seconded by Councilmember Amy Walen

Vote: Motion failed 3 - 4

Yes: Councilmember Bob Sternoff, Deputy Mayor Penny Sweet, and Councilmember Amy Walen.

No: Councilmember Dave Asher, Councilmember Jessica Greenway, Councilmember Doreen Marchione, and Mayor Joan McBride.

Motion to Amend the main motion, as amended, to remove applicant number 3.

Moved by Councilmember Bob Sternoff, seconded by Councilmember Jessica Greenway

Vote: Motion carried 6-1

Yes: Councilmember Dave Asher, Councilmember Jessica Greenway, Councilmember Doreen Marchione, Councilmember Bob Sternoff, Deputy Mayor Penny Sweet, and Councilmember Amy Walen.

No: Mayor Joan McBride.

6. ADJOURNMENT

The Kirkland City Council Special Meeting of May 4, 2010 was adjourned at 7:15 p.m.

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City Clerk

Mayor



KIRKLAND CITY COUNCIL REGULAR MEETING MINUTES  
May 04, 2010

1. CALL TO ORDER

2. ROLL CALL

ROLL CALL:

Members Present: Councilmember Dave Asher, Councilmember Jessica Greenway,  
Councilmember Doreen Marchione, Mayor Joan McBride, Councilmember  
Bob Sternoff, Deputy Mayor Penny Sweet, and Councilmember Amy Walen.

Members Absent: None.

3. STUDY SESSION

None.

4. EXECUTIVE SESSION

a. To Discuss the Acquisition of Real Property

An executive session was held following Reports, commencing at 9:32 p.m. and  
returning at 9:47 p.m.

5. HONORS AND PROCLAMATIONS

a. Mike Metteer, Parks and Community Services Business Services Program Manager  
- Twenty-Five Year Recognition

b. Peace Officers Memorial Day Proclamation

Chief of Police Eric Olsen accepted the proclamation.

6. COMMUNICATIONS

a. Announcements

b. Items from the Audience

Dwight Baker  
Nathan Brand  
Kevin Lemme  
Katy Beck  
Martin Morgan

c. Petitions

7. SPECIAL PRESENTATIONS

a. Green Tips

Wednesday Market Coordinator Stefeny Anderson shared information about the Market grand opening on May 5th and buying local.

8. CONSENT CALENDAR

a. Approval of Minutes: April 20, 2010

b. Audit of Accounts:

Payroll \$ 1,967,651.48

Bills \$ 1,484,035.10

run # 910 checks # 516697 - 516707

run # 911 checks # 516734 - 516912

run # 912 checks # 516913 - 516963

run # 913 check # 516965

run # 914 checks # 516966 - 517098

c. General Correspondence

d. Claims

e. Award of Bids

f. Acceptance of Public Improvements and Establishing Lien Period

(1) Everest Park Grandstands Replacement Project, Construction International, Inc., Kirkland, Washington

(2) Rose Hill Meadows Park Development Project, Construction International, Inc., Kirkland, Washington

g. Approval of Agreements

h. Other Items of Business

(1) Resolution R-4815, entitled "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KIRKLAND RATIFYING AMENDMENTS TO THE KING COUNTY COUNTYWIDE PLANNING POLICIES."

This item was pulled for consideration under New Business, item 11.a.

Motion to Approve the Consent Calendar with the exception of item 8.h.(1)., which was pulled for consideration under New Business, item 11.a.

Moved by Councilmember Amy Walen, seconded by Councilmember Doreen Marchione  
Vote: Motion carried 7-0

Yes: Councilmember Bob Sternoff, Councilmember Doreen Marchione, Councilmember Jessica Greenway, Mayor Joan McBride, Deputy Mayor Penny Sweet, Councilmember Dave Asher, and Councilmember Amy Walen.

9. PUBLIC HEARINGS

None.

10. UNFINISHED BUSINESS

a. Kirkland Teen Union Building Operations

Parks and Community Services Deputy Director Carrie Hite responded to Council questions and comment.

Motion to direct the City Manager to negotiate an agreement with the Bellevue YMCA for operation of the Kirkland Teen Union Building.

Moved by Councilmember Dave Asher, seconded by Councilmember Jessica Greenway

Vote: Motion carried 7-0

Yes: Councilmember Dave Asher, Councilmember Jessica Greenway, Councilmember Doreen Marchione, Mayor Joan McBride, Councilmember Bob Sternoff, Deputy Mayor Penny Sweet, and Councilmember Amy Walen.

b. Annual Sidewalk Maintenance Program Update

Interim Public Works Director Ray Steiger summarized components of the program and discussed recent projects.

c. Inquiry on Regulating Hedges

Senior Planner Jon Regala provided an overview of the options and issues for Council consideration.

Motion to Approve the staff recommendation that due to the complexity of the issues to not take up the issue at this time.

Moved by Councilmember Dave Asher, seconded by Councilmember Jessica Greenway

Vote: Motion carried 5-2

Yes: Councilmember Dave Asher, Councilmember Jessica Greenway, Councilmember Doreen Marchione, Mayor Joan McBride, and Deputy Mayor Penny Sweet.

No: Councilmember Bob Sternoff, and Councilmember Amy Walen.

d. Animal Services Options - Letter of Intent

Interim City Manager Marilynne Beard provided an update on the possible options

and timeline and outlined the revised staff recommendation.

Motion to authorize the City Manager to sign a letter of intent to King County indicating a desire by the City of Kirkland to be part of a regional system.  
Moved by Councilmember Bob Sternoff, seconded by Councilmember Dave Asher  
Vote: Motion carried 7-0  
Yes: Councilmember Dave Asher, Councilmember Jessica Greenway, Councilmember Doreen Marchione, Mayor Joan McBride, Councilmember Bob Sternoff, Deputy Mayor Penny Sweet, and Councilmember Amy Walen.

e. Council Rules of Procedure

Interim City Manager Marilynne Beard reviewed the points for Council discussion.

Motion to Approve the proposed inclusion of the language "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."

Moved by Councilmember Dave Asher, seconded by Councilmember Jessica Greenway

Vote: Motion carried 6-1

Yes: Councilmember Dave Asher, Councilmember Jessica Greenway, Councilmember Doreen Marchione, Councilmember Bob Sternoff, Deputy Mayor Penny Sweet, and Councilmember Amy Walen.

No: Mayor Joan McBride.

Council provided further direction refining the proposed language changes to the Items from the Audience section and changes to the Council Correspondence section to be brought back in the form of a resolution at a future meeting.

11. NEW BUSINESS

Resolution R-4815, entitled "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KIRKLAND RATIFYING AMENDMENTS TO THE KING COUNTY COUNTYWIDE PLANNING POLICIES."

This item was pulled from the Consent Calendar, item 8.h.(1)., for consideration under New Business.

Motion to Approve Resolution R-4815, entitled "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KIRKLAND RATIFYING AMENDMENTS TO THE KING COUNTY COUNTYWIDE PLANNING POLICIES."

Moved by Councilmember Bob Sternoff, seconded by Councilmember Doreen Marchione

Vote: Motion carried 6-1

Yes: Councilmember Bob Sternoff, Councilmember Doreen Marchione, Mayor Joan McBride, Deputy Mayor Penny Sweet, Councilmember Dave Asher, and

Councilmember Amy Walen.  
No: Councilmember Jessica Greenway.

12. REPORTS

a. City Council

(1) Regional Issues

Councilmembers shared information regarding a recent Growth Management Planning Council meeting; Fire and Building Department Recognition Ceremony; Councilmembers Walen and Greenway's tour of neighborhoods; Economic Development Committee meeting; Cascade Water Alliance Board meeting; Volunteer Recognition event; Juanita Bay Park work party; and approved a letter to Sound Transit regarding the downtown transit center restroom.

b. City Manager

(1) Calendar Update

Following Reports, the Council entered into Executive Session to Discuss the Acquisition of Real Property.

13. ADJOURNMENT

The Kirkland City Council regular meeting was adjourned at 9:47 p.m.

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City Clerk

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Mayor



KIRKLAND CITY COUNCIL SPECIAL MEETING MINUTES  
May 08, 2010

1. CALL TO ORDER

The Kirkland City Council Special Meeting of May 8, 2010 was called to order at 10:05 a.m.

2. ROLL CALL

ROLL CALL:

Members Present: Councilmember Dave Asher, Councilmember Jessica Greenway, Councilmember Doreen Marchione, Mayor Joan McBride, Councilmember Bob Sternoff, Deputy Mayor Penny Sweet, and Councilmember Amy Walen.

Members Absent: None.

Councilmember Greenway attended the meeting via conference call.

3. EXECUTIVE SESSION

a. To Discuss City Manager Candidate Qualifications

Council entered into executive session at 10:12 a.m., returning to open session at 10:25 a.m.

4. OPEN SESSION

a. Selection of City Manager Candidates

Motion to add applicants numbered 3, 7 and 15 to the candidates already selected to be interviewed.

Moved by Councilmember Bob Sternoff, seconded by Councilmember Jessica Greenway

Vote: Motion carried 7-0

Yes: Councilmember Dave Asher, Councilmember Jessica Greenway, Councilmember Doreen Marchione, Mayor Joan McBride, Councilmember Bob Sternoff, Deputy Mayor Penny Sweet, and Councilmember Amy Walen.

5. ADJOURNMENT

The Kirkland City Council Special Meeting of May 8, 2010 was adjourned at 10:35 a.m.

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City Clerk

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Mayor



# CITY OF KIRKLAND CITY COUNCIL

Council Meeting: 05/18/2010  
Agenda: Approval of Minutes  
Item #: 8. a. (4).

Joan McBride, Mayor • Penny Sweet, Deputy Mayor • Dave Asher • Jessica Greenway  
Doreen Marchione • Bob Sternoff • Amy Walen • Marilynne Beard, Interim City Manager

123 Fifth Avenue • Kirkland, Washington 98033-6189 • 425.587.3000 • TTY 425.587.3111 • [www.ci.kirkland.wa.us](http://www.ci.kirkland.wa.us)

## AGENDA KIRKLAND CITY COUNCIL SOUTH ROSE HILL AND BRIDLE TRAILS NEIGHBORHOODS SPECIAL COUNCIL MEETING

Lake Washington Methodist Church  
7525 132<sup>nd</sup> Avenue NE

Tuesday, May 11, 2010  
7:00 – 8:45 p.m.

- |                  |   |
|------------------|---|
| 6:45 – 7:00 p.m. | 1. Informal Meet and Greet  |
| 7:00 – 7:05 p.m. | 2. Welcome and Introduction – Mayor Joan McBride  |
| 7:05 – 7:15 p.m. | 3. Comments from the Neighborhood Association<br>Vice President – Dierdre Johnson<br><br>Neighborhood Elections – Don Samdahl |
| 7:15 – 7:40 p.m. | 4. Introductions from City Council Members  |
| 7:40 – 8:45 p.m. | 5. General Discussion and Questions from the Audience   |
| 8:45 p.m.        | 6. Adjourn  |

Mayor Joan McBride called the May 11, 2010 Kirkland City Council Special Meeting to order at 7:04 p.m. The following members of the City Council were present: Mayor Joan McBride, Deputy Mayor Penny Sweet, Councilmembers Dave Asher, Jessica Greenway, Doreen Marchione, Bob Sternoff, and Amy Walen.

The Kirkland City Council Special Meeting was adjourned at 8:40 p.m.

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City Clerk

Mayor



**CITY OF KIRKLAND**

**Department of Public Works**

**123 Fifth Avenue, Kirkland, WA 98033 425.587.3800**

**www.ci.kirkland.wa.us**

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**MEMORANDUM**

**To:** Marilyn Beard, Interim City Manager

**From:** Ray Steiger, PE, Interim Public Works Director  
John Burkhalter, PE, Development Engineering Supervisor

**Date:** May 6, 2010

**Subject:** Correspondence from Mr. Vladimir Zayshlyy

RECOMMENDATION:

It is recommended that the City Council authorize the Mayor to sign a letter of response to Mr. Zayshlyy who sent a letter asking for a review of his permit fees.

BACKGROUND DISCUSSION:

Mr. Zayshlyy built a new home in 2006 within his two-lot short plat, and permit fees at that time were between \$8,000 and \$9,000. Mr. Zayshlyy is now proposing to build a house on the other vacant lot in the short plat and has raised questions about the approximately \$30,000 in fees.

When the short plat was created, the existing house was demolished. The demolished house allowed the City to provide credits for water and sewer connection fees and for traffic and park impact fees on the first building permit; the second house does not qualify for these credits accounting for the predominant difference in permit fees.

cc: Rob Jammerman, Development Engineering Manager

Vladimir Zayshlyy  
11313 NE 61<sup>st</sup> PL  
Kirkland, WA 98033  
April 22, 2010

Mayor Joan McBride  
City of Kirkland  
123 5th Avenue  
Kirkland WA, 98033

Dear Mayor Joan,

I am currently living and doing business in Kirkland. As a mayor of our great city, I ask that you consider other solutions for my concern.

I am trying to build a house in city of Kirkland, located at 5529 108<sup>th</sup> Ave NE, Kirkland, WA 98033. I applied for permit and my fees are well over \$30,000. It is way over our budget. As you know in a current economy all developments and real estate prices went well down and seem to be still heading down that direction. We built a house on the lot next to this one two years ago and my permit fees were approximately \$8,000.

With our current economy, I want to reach out to you and ask you for your help. I am asking you to please review my case and see if there is anything that we can do to adjust permit fees, so I can still stay in business and provide for my family in our beautiful city of Kirkland. My family and I, deeply appreciate all your hard work to keep our city safe, clean and prosperous.

Thank you for your attention to this important issue.

Sincerely,

Vladimir Zayshlyy  
11313 NE 61<sup>st</sup> PL  
Kirkland, WA 98033  
PH: (206) 372-2889  
E-Mail: vladimir@stonewoodonline.com

May 18, 2010

**DRAFT**

Mr. Vladimir Zayshlyy  
11313 NE 61<sup>st</sup> Place  
Kirkland WA 98033

Dear Mr. Zayshlyy:

Thank you for your recent letter regarding Kirkland's building permit fees as they related to the construction of a home you built in 2006 and the current application fees associated with the home you intend to build on 108<sup>th</sup> Avenue NE. Your letter was researched by the Public Works Department, and I offer you the following information.

According to our permit records, your first house was built in 2006 on one lot of your two-lot short plat and the building permit fees were approximately \$8,000. Currently you are proposing to build a second home on the remaining lot and the fees are estimated at \$30,000. The table below identifies the related fees for each of your projects:

Fee Type	2006 Home	Proposed 2010 Home
Plan Review and Inspection Fees	\$8,955 (per City records)	\$10,000 (estimated)
Water Connection Fee	\$0 ( <i>due to credit</i> )	\$9,133*
Sewer Connection Fee	\$0 ( <i>due to credit</i> )	\$3,056
Traffic Impact Fee	\$0 ( <i>due to credit</i> )	\$3,825
Park Impact Fee	\$0 ( <i>due to credit</i> )	\$3,845
<b>Total Fees</b>	<b>\$8,955</b>	<b>\$29,859</b>

(\* \$6,005 of the Water Connection Fee is a pass-through to the Cascade Water Alliance, our regional water purveyor)

Development Engineering Manager Rob Jammerman had an opportunity to discuss your project with you. The primary difference in permit fees between the two houses is due to the credits that you received on the first house for utility and impact fees as a result of the existing house that was demolished.

The City Council recognizes concerns about permit fees in these existing difficult economic conditions. We carefully consider all of our rates and fees prior to adopting them. Though the City is not in a position to adjust your current fees, the City is in the process of developing a program to delay the payment of impact fees for single-family homes until the home is sold which may provide some relief. It is likely that this program will be presented to the City Council at the June 1, 2010, Council Meeting. Please contact Rob Jammerman at 425-587-3845 or [rjammerman@ci.kirkland.wa.us](mailto:rjammerman@ci.kirkland.wa.us) if you have questions regarding this program.

Sincerely,

Kirkland City Council

By Joan McBride, Mayor



**CITY OF KIRKLAND**  
Department of Finance and Administration  
123 Fifth Avenue, Kirkland, WA 98033 425.587.3100  
www.ci.kirkland.wa.us

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**MEMORANDUM**

**To:** Marilynne Beard, Interim City Manager  
**From:** Kathi Anderson, City Clerk  
**Date:** May 6, 2010  
**Subject:** CLAIM(S) FOR DAMAGES

**RECOMMENDATION**

It is recommended that the City Council acknowledge receipt of the following Claim(s) for Damages and refer 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) Puget Sound Energy  
10885 NE 4<sup>th</sup> Street  
Bellevue, WA 98004

**Amount:** \$663.64

**Nature of Claim:** Claimant states electric equipment was damaged by a City lawnmower.



**CITY OF KIRKLAND**  
Department of Public Works  
123 Fifth Avenue, Kirkland, WA 98033 425.587.3800  
www.ci.kirkland.wa.us

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## MEMORANDUM

**To:** Marilynne Beard, Interim City Manager

**From:** Ray Steiger, P.E., Interim Public Works Director  
Donna Burris, Internal Services Manager  
Van Sheth, Management Analyst

**Date:** May 6, 2010

**Subject:** ENERGY EFFICIENCY & CONSERVATION BLOCK GRANT - PROJECT UPDATE

### RECOMMENDATION:

It is recommended that Council approve the reprogramming of \$54,000 in 2009 Grant funds from the City Hall parking lot light upgrades to upgrades of the public street lights in Juanita Village and additional traffic signal conversions.

### BACKGROUND:

The American Recovery and Reinvestment Act of 2009 provided multiple funding opportunities for local governments; one such opportunity is the Energy Efficiency and Conservation Block Grant (EECBG). The overall intent of the EECBG Program is to assist eligible entities in creating and implementing strategies to:

- Reduce fossil fuel emissions in a manner that is environmentally sustainable and, to the extent practicable, maximize benefits for local and regional communities;
- Reduce the total energy use of the eligible entities; and
- Improve energy efficiency in the building sector, the transportation sector, and other appropriate sectors.

The City of Kirkland received \$211,500 in EECBG funding, and staff from various departments met to discuss potential uses of this grant funding. The uses developed were consistent with Kirkland's emissions goals and Climate Protection Action Plan. At their May 19, 2009 meeting, Council approved Staff recommendations from a menu of project options (Table 1 and Attachment A).

Although optimistic during the identification of the various projects, it has become apparent during the last year of investigation and staff work with Puget Sound Energy, that the concept proposed in Project #1 is not feasible with today's technology. The lighting conversion that was originally envisioned for the existing City Hall parking lot lights is not compatible with the lights. The electronics used in the existing City Hall lights do not have an LED conversion "kit" that is made. The costs to replace all of the existing lights to be LED compatible far exceed the grant amount and with the pending City Hall

expansion and/or renovation can be addressed at that time. Because the use of the funds is somewhat flexible within the City's objectives, Staff is proposing an alternate use for the \$54,000 originally programmed to the City Hall parking lot light modifications.

<i>Project #</i>	<i>Description</i>	<i>Est Cost</i>	<i>Status</i>
1	<i>Convert City Hall Parking Lot Lights to LED Technology</i>	<i>\$54,000</i>	<i>Not feasible</i>
2	<i>Convert Traffic Signals to LED Technology</i>	<i>\$69,500 (after rebates)</i>	<i>Compiling list of mat'ls</i>
3	<i>Replace Single Pane Windows &amp; Skylights at F S # 27</i>	<i>\$28,000</i>	<i>Contract awarded</i>
4	<i>Positive Energy Program</i>	<i>\$60,000</i>	<i>Pending</i>
<i>TOTAL</i>		<i>\$211,500</i>	

**Table 1 – City of Kirkland EECBG Projects (2009)**

STAFF PROPOSAL:

The staff proposal has two elements for reprogramming the \$54,000 from the original Project 1: 1) conversion of public street lights in Juanita Village to LED, and 2) converting additional traffic signal lights to LED.

There are a number of public street lights in the Juanita Village development that are compatible with the LED conversion process. With this staff proposal, the 42 overhead area lights in Juanita Village shopping area will be converted from 175 watt lamps to 90 watt LEDs. This continues the objectives of the original City Hall parking lot light conversion by representing a highly visible demonstration project and an opportunity to convey to Kirkland citizens City efforts to reduce energy costs as well as greenhouse gas emissions in our municipal operations. This element of reprogrammed funds is estimated to use \$35,000.

The second element of the staff recommendation is to utilize the remaining \$19,000 on additional traffic signals.

**Attachment A****City of Kirkland  
ENERGY EFFICIENCY & CONSERVATION BLOCK GRANT  
(May 2009)*****PROJECT DESCRIPTIONS******Project 1 - Convert City Hall Parking Lot Lights to Light-Emitting Diode (LED) Technology***

Staff Contact: Donna Burris

Converting the 19 overhead area lights in the City Hall parking lot from 250 watt lamps to 90 watt LEDs represents a highly visible demonstration project and an opportunity to convey to Kirkland citizens that the City is striving to lead by example by making efforts to reduce energy costs as well as greenhouse gas emissions in our municipal operations. Also, the upgrade to LED lighting will reduce the maintenance needs as the lifetime of LED can be translated into a 10 to 15 year life expectancy. In contrast, conventional lamps burn out after 2 to 4 years incurring higher manpower and related maintenance costs for bulb replacement.

Total energy savings at 11 hours a day are estimated to be 12,205 kWh and a savings of 6 tons of carbon dioxide equivalent (CO<sub>2</sub>e). Staff has begun discussions with Puget Sound Energy (PSE) regarding a potential joint venture in which PSE would fund 5-10 of the area lights. This project can be completed in 2-4 weeks. Without stimulus funding, budget constraints will limit our ability to upgrade to this more efficient lighting. Since this work would be conducted with in-house labor, indirect jobs created/maintained would be in the manufacturing of the LED lamps and poles.

***Project 2 - Convert Traffic Signals to LED Technology***

Staff Contact: Donna Burris

Currently, approximately 44% of the City of Kirkland's signal system has been converted to LED amounting to 454 of the total 1,028 signal lamps leaving 574 remaining to be converted. This conversion has been accomplished over time as City crews replaced existing lights with LED. The City has received PSE rebates for a total of 171 red and green signals for a total rebate of \$3,196. In the past the yellow ball has not been converted to LED as it is utilized very little and lasts much longer compared to red and green incandescent bulbs; however, the yellow LED lamp requires 7-12 watts vs. the current incandescent version which requires 170 watts – a significant opportunity for energy savings.

If the City pursues a system-wide LED conversion to include 3M signal types, pedestrian indicators and yellow signals, a total of 1,077 signals remain to be converted for a total cost after PSE rebates of \$167,325. The Street Manager is confident current staff can complete the conversion and meet the demands of the grant, total staff time to complete the job would equate to 1400 labor hours or \$44,000. A summary of what remains to be converted and additional details about this program can be found in Attachment A. A lower level of funding could be utilized to replace a portion of the remaining incandescent signals.

***Project 3 - Replace Single Pane Windows and Skylights at Fire Station 27***

Staff Contact: Donna Burris

Retrofitting the 16 single-paned windows and 8 skylights at Fire Station 27 located at 11210 NE 132<sup>nd</sup> Street in north Totem Lake can be seen as an example of the City's efforts to reduce energy costs as well as greenhouse gas emissions in our municipal operations. Energy efficient windows reduce the amount of energy needed to heat and cool the building. According to Environmental Protection Agency's ENERGY STAR, this project offers a savings of 25 million British Thermal Units (BTUs) and 4 tons of CO<sub>2</sub>e. This project will be completed Spring 2010. Indirect jobs created/maintained would be in the manufacturing and installation of windows.

***Project 4 – Positive Energy Program***

Staff Contact: Erin Leonhart

Puget Sound Energy is contracting with OPower formerly Positive Energy (<http://www.opower.com>) and partnering with cities to provide energy reporting for residential customers (see Attachment B – sample report). The report contains information and analysis about electricity and natural gas consumption in comparison with a resident's neighbors to help increase understanding about energy usage. The report also provides personalized action steps to reduce utility usage and costs. Reports are customized for the community and provide information about City programs and opportunities.

This program would present a helpful outreach method to engage the community about the Climate Protection Action Plan and encourage behaviors that will reduce the community's greenhouse gas emissions. OPower employs a statistical test and control methodology to sample energy use results over meaningful time periods (12-24 months) and measure exact impact within the community. Six other east King County cities are considering this program

## **Project: Convert traffic signals from incandescent to LED**

This funding would allow the Public Works Department to complete the conversion of incandescent signals to LED. Expanding energy efficiency efforts in our operations will help us with compliance of the US Mayors' Climate Protection Agreement and the resolution adopting greenhouse gas reduction targets. Since traffic signals operate 24 hours a day, 365 days a year, the opportunity for energy savings is significant. When compared with incandescent light bulbs LED signals are far superior; Benefits of LED signals include:

- Energy Efficient
- Increased Safety
- Cost Savings
- Proven Technology

LED signals are much more **Energy Efficient** than incandescent light bulbs. LED signals:

- Use less electricity to produce the same amount of light output as traditional traffic signals; consuming 80-90% less energy or 15- 20 watts compared to 100
- Use less energy therefore, lower greenhouse gas emissions and lower energy costs
- Reduced impacts on the environment can be measured and reported fairly easily

LED signals are proven to increase the **Safety** of motorist; through:

- Improved visibility
  - the vibrant colors are much more visible to the elderly,
  - and do not "wash out" in the morning and afternoon when the sun is shining directly into them
- High reliability
  - because LED's are made without filaments they have a very low chance of burning out;
  - many Cities report a 150%+ reduction in failures,
- Emergency backup systems
  - Since only a very small amount of energy is required to operate, operating signals using an emergency backup system is feasible. In the future this would enable major intersections to operate during power failures.

**Cost Savings** realized from:

- Reduced maintenance costs from replacing failed lamps; LED's last 5 times longer than current bulbs; LED lights last 5-10 years compared to one year for incandescent.
- A 90% reduction in power usage will result in lower energy bills.
- PSE is currently offering rebates to agencies that operate traffic signals with electricity supplied by PSE, please see the chart below for details.
- According to the State of Washington, the typical payback rate for converting to LED traffic signals is thought to be approximately 3 years.

The conversion of incandescent signals to LED is **Proven Technology**, one example:

- Portland, Oregon
  - reported an annual energy & maintenance savings of \$400,000 after the conversion;

- and a net payback of less than 3 years.
- Background info:
  - Project cost \$1.0 Million after \$715K in rebates and \$500,000 from Oregon's Business Energy Tax Credit.
  - 140 flashing amber beacons, several light rail transit signals, 6,900 red and 6,400 green incandescent signal lamps were replaced with LED lamps.
- Reported savings:

<b>Energy use &amp; savings:</b>	Before	After
Kilowatt hours per year	\$ 6.1 Mill	\$ 1.2 Mill
Electric costs per year	\$ 420,000	\$ 85,000
Energy savings per year		<b><i>\$335,000</i></b>

<b>Maintenance savings:</b>	Before	After
Average lamp life	~ 2 Years	~ 6 Years
Maintenance costs per year	\$ 60,000	\$ 15,000
Maintenance savings per yr		<b><i>\$ 45,000</i></b>

\*[www.portlandonline.com/shared/cfm/image.cfm?id=111737](http://www.portlandonline.com/shared/cfm/image.cfm?id=111737)

#### The City of Kirkland's Traffic Signal System:

Currently, approximately 44% of the City of Kirkland's signal system has been converted to LED amounting to 454 of the total 1,028 signals leaving 574 remaining to be converted. This conversion has been accomplished over time as City crews replaced existing lights with LED. The City has received PSE rebates for a total of 171 red and green signals for a total rebate of \$3,196. In the past the yellow ball has not been converted to LED as it is utilized very little and lasts much longer compared to red and green incandescent bulbs; however, the yellow LED lamp requires 7-12 watts vs. the current incandescent version which requires 170 watts – a significant opportunity for energy savings.

If the City pursues a system-wide LED conversion to include 3M signal types, pedestrian indicators and yellow signals, a total of 1,077 signals remain to be converted for a total cost after PSE rebates of \$167,325. The Street Manager is confident current staff can complete the conversion and meet the demands of the grant, total staff time to complete the job would equate to 1400 labor hours or \$44,000. A summary of what remains to be converted, the cost and associated PSE rebates are described in the table below.

### COST OF SIGNALS TO BE CONVERTED

Signal Type	Quantity	LED cost w/new specs (\$)	Total	PSE rebate	LED cost/unit after rebate	Total cost after rebate	Energy Savings / Unit (kwh) LED vs. Incandescent	Total Energy savings per year (kwh) LED vs. Incandescent
Green <b>O</b>	213	\$104	\$22,118	\$20	\$84	\$17,858	494 kwh	105,222 kwh
Green <b>&lt;</b>	22	\$90	\$1,974	\$20	\$70	\$1,534	224	4,928
Red <b>O</b>	140	\$64	\$8,974	\$10	\$54	\$7,574	584	81,760
Red <b>&lt;</b>	12	\$60	\$723	\$10	\$50	\$603	808	9,696
Bi-Modes	23	\$123	\$2,838	\$15	\$108	\$2,493	451*	10,373
Ped Indicators - convert to countdown type	164	\$276	\$45,205	\$10	\$266	\$43,565	498	149,400
<b>Subtotal</b>	<b>574</b>	<b>\$717</b>	<b>\$81,832</b>	<b>\$85</b>	<b>\$632</b>	<b>\$73,627</b>	<b>3059 kwh</b>	<b>361,379 kwh</b>
3M (these do not accept LED lamps so the entire fixture needs to be replaced)	45	\$600	\$27,000	\$35	\$565	\$25,425	451*	20,295
Ped Indicators (from LED to new countdown spec within 10 years)	136	\$276	\$37,487	\$10	\$266	\$36,127	498	149,400
Yellow <b>O</b>	282	\$109	\$30,730	\$5	\$104	\$29,320	100	28,200
Yellow <b>&lt;</b>	40	\$76	\$3,026	\$5	\$71	\$2,826	100	4,000
<b>Total</b>	<b>1077</b>	<b>\$1,777</b>	<b>\$180,075</b>	<b>\$140</b>	<b>\$1,637</b>	<b>\$167,325</b>	<b>3610 kwh</b>	<b>413,874 kwh</b>

\*Energy savings is estimated based on an average energy savings of traffic signals.

#### Conclusion:

LED signals are superior to incandescent in their life length as well as maintenance cost to replace outages. According to PSE, a typical incandescent signal bulb lasts 8,000-10,000 hours versus an LED which lasts 40-50,000 hours. Incandescent signals burn out and must be replaced annually compared to an LED which lasts 2-3 years.

The savings this equipment provides would be of great benefit to our operating budget and the citizens of Kirkland. Even a small conversion reaps big benefits. The chart above shows approximately 413,874 kwh savings. Cities have reported a tremendous amount of energy savings (87.25%) and a significant reduction in utility cost (79.77%) when LED traffic signal technology is implemented. Traffic signal LEDs are energy efficient, durable, cost effective, sustainable, will produce long-term results, and the energy savings is easily measured and reported.

Example of an LED traffic signal:





**Home energy report**  
REPORT PERIOD: 11/01/08 - 11/30/08

Account number:

We are pleased to provide this personalized report to you. The purpose of the report is to:

**Provide information** This report is an educational tool to help you understand your home's energy use in the context of other homes' energy use. This information is private and not shared with anyone else.

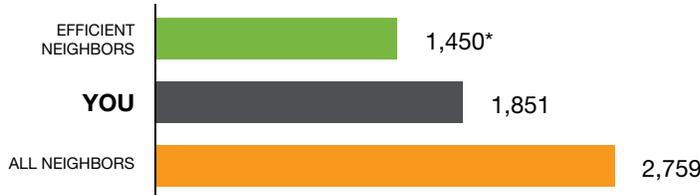
**Track progress** We will help you learn about how your home's usage changes over time and where you likely have opportunities to save.

**Share energy efficiency tips** On the back of the report, we provide ideas for saving energy and money. For more ideas, visit our special website at [www.psereports.com](http://www.psereports.com)

\*\*\*\*\*AUTO\*\*MIXED AADC 430



**November Neighbor Comparison** | You used **28% MORE** energy than your efficient neighbors.



**HOW YOU'RE DOING:**



\* This energy index combines electricity (kWh) and natural gas (therms) into a single measurement.

**WHO ARE YOUR "NEIGHBORS"?**

**ALL NEIGHBORS**  
Approximately 100 occupied nearby homes that are similar in size to yours (avg 2,023 sq ft) and have both electricity and natural gas service.

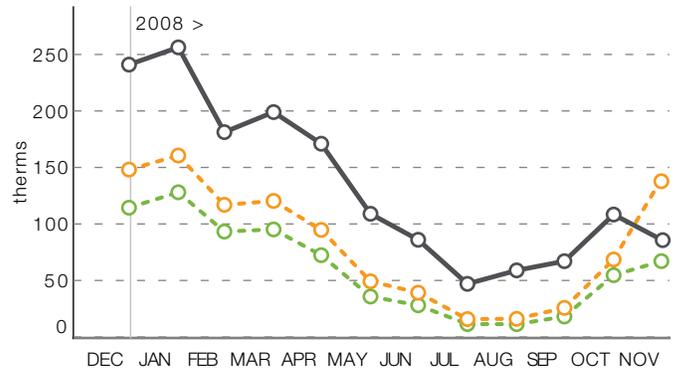
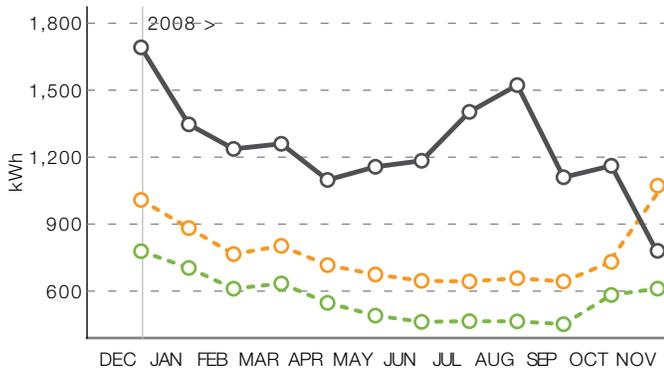
**EFFICIENT NEIGHBORS**  
The most efficient 20 percent from the "All Neighbors" group.

**Last 12 Months Neighbor Comparison**

You used **74% MORE** energy than your neighbors. This costs you about **\$1,385 EXTRA** per year.

**Electricity** | 70% more electricity than your neighbors

**Natural Gas** | 77% more natural gas than your neighbors



**Personalized Action Steps**

Set your thermostat for comfort and savings

Switch to compact fluorescent bulbs

Upgrade your washer and get money back

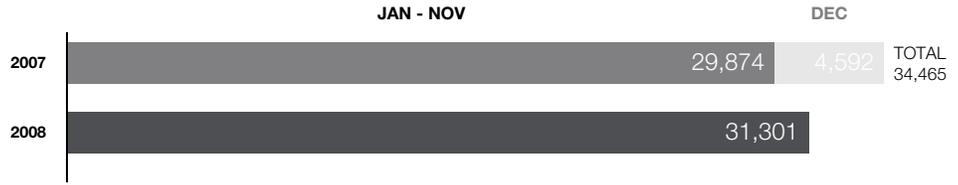
**About This Graph**

This section shows how much energy you've used so far this year and compares that amount to the same period last year.

As the months go by you can see how your progress compares to last year.

**Your Progress**

So far this year, you've used **5% MORE** energy than last year.



\* This energy index combines electricity (kWh) and natural gas (therms) into a single measurement.

**Action Steps | Personalized tips chosen for you based on your energy use and housing profile**

**Quick Fixes**

Things you can do right now

**Set your thermostat for comfort and savings**

Heating in the winter in our area requires a lot of energy. By setting your thermostat appropriately, you can be comfortable while saving energy and money.

Set the thermostat up to 10 degrees lower than your preferred setting (or off) when you're away from home or sleeping. This temperature reduction can save you up to 10% on heating.

Consider a programmable thermostat to help you save.

**SAVE UP TO \$65 IN ANNUAL HEATING COSTS**

**Smart Purchases**

Save a lot by spending a little

**Switch to compact fluorescent bulbs**

Compact fluorescent light bulbs (CFLs) use 75% less energy and last up to 10 times longer than standard incandescent light bulbs. Replace a few of your incandescent bulbs and start saving money now.

Today's CFLs provide high-quality light and are available in a variety of sizes and shapes.

PSE offers a discount of up to \$3 on certain bulbs—find participating retailers at PSE.com.

**SAVE \$60 OR MORE OVER THE LIFE OF A BULB**

**Great Investments**

Big ideas for big savings

**Upgrade your washer and get money back**

Washing your clothes in a machine uses significant energy, especially if you use warm or hot water. In fact, when using warm or hot water cycles, up to 90% of the total energy used for washing clothes goes towards water heating.

Some premium-efficiency clothes washers use about half the water of older models—resulting in significant savings.

PSE offers rebates for some washers. Contact us for details.

**REBATE OF \$100 FOR ELIGIBLE WASHERS**

To find more ways to save energy and money and for more information about this report visit:

[www.psereports.com](http://www.psereports.com)



runs on OPOWER



**CITY OF KIRKLAND**  
Department of Finance & Administration  
123 Fifth Avenue, Kirkland, WA 98033 425.587.3100  
[www.ci.kirkland.wa.us](http://www.ci.kirkland.wa.us)

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**MEMORANDUM**

**To:** Marilynne Beard, Interim City Manager  
**From:** Kathi Anderson, City Clerk  
**Date:** May 6, 2010  
**Subject:** Civil Service Commission Resignation

**RECOMMENDATION:**

That Council acknowledge the resignation of Civil Service Commissioner Robert W. Wahl effective May 28, 2010, and authorize the attached correspondence thanking him for his service.

**BACKGROUND DISCUSSION:**

Mr. Wahl has tendered his resignation after many years of service on the Commission. Recruitment for this position has begun.

April 30, 2010

City of Kirkland  
Attn: City Manager, Marilynne Beard  
123 Fifth Ave.  
Kirkland, WA 98033

City of Kirkland  
Attn: Kirkland City Council  
123 Fifth Ave.  
Kirkland, WA 98033

Re: **Resignation as Civil Service Commissioner**

Dear Ms. Beard and honorable members of the Kirkland City Council:

Please accept this letter as my formal resignation as a Commissioner on the Kirkland Civil Service Commission effective May 28, 2010.

I have been a member of the Civil Service Commission for quite a while, and it has been my pleasure to work with members of the City of Kirkland staff and members of the police and fire departments during those years. While I certainly have enjoyed my tenure, it is time to step down and give others an opportunity to serve their community.

Very truly yours,



Robert W. Wahl

May 5, 2010

**D R A F T**

Mr. Robert W. Wahl  
12933 NE 110<sup>th</sup> Place  
Kirkland, Washington 98033

Dear Mr. Wahl,

We have regretfully received your letter of resignation from the Civil Service Commission.

The City Council appreciates your long-time service as a Civil Service Commissioner. We note that you have served on the Commission for over 15 years, including a number of years as the Chairperson.

Kirkland citizens place a high value on the role which Public Safety employees have in our community. Your service on the Commission has made a significant contribution to these efforts.

Thank you again for volunteering your time and talent to serve your community.

We wish you the very best.

Sincerely  
Kirkland City Council

By Joan McBride, Mayor



**CITY OF KIRKLAND**  
**Department of Finance & Administration**  
 123 Fifth Avenue, Kirkland, WA 98033 425.587.3100  
 www.ci.kirkland.wa.us

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## MEMORANDUM

**To:** Marilynne Beard, Interim City Manager

**From:** Barry Scott, Purchasing Agent

**Date:** May 6, 2010

**Subject:** REPORT ON PROCUREMENT ACTIVITIES FOR COUNCIL MEETING OF MAY 18, 2010

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 April 8, 2010, are as follows:

	Project	Process	Estimate/Price	Status
1.	2010 Street Overlay Project	Invitation for Bids	\$1,200,000	Advertised the week of 5/9. Bids due the week of 5/30.

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



## **CITY OF KIRKLAND**

City Attorney's Office

123 Fifth Avenue, Kirkland, WA 98033 425.587.3031

[www.ci.kirkland.wa.us](http://www.ci.kirkland.wa.us)

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### **MEMORANDUM**

**To:** Marilynne Beard, Interim City Manager

**From:** Robin Jenkinson, City Attorney

**Date:** May 5, 2010

**Subject:** COUNCIL RULES OF PROCEDURE – ITEMS FROM THE AUDIENCE AND CORRESPONDENCE

#### **RECOMMENDATION:**

It is recommended that Council consider the attached resolution amending the Rules of Procedure for the Conduct of Kirkland City Council Meetings with respect to Items from the Audience and Council Correspondence.

#### **BACKGROUND DISCUSSION:**

At the meeting of May 4, 2010, Councilmembers discussed adding an "Items from the Audience" period at the end of the regular Council Meetings and making changes to the handling of Council correspondence. The attached resolution shows the proposed changes to Sections 4, 5, and 7 of the Rules or Procedure in edited format.

RESOLUTION R-4816

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KIRKLAND  
SETTING FORTH THE CURRENT RULES OF PROCEDURE FOR THE  
CONDUCT OF KIRKLAND CITY COUNCIL MEETINGS.

Whereas, a predetermined order of business and the adoption  
of rules of procedure for City Council meetings will be the most  
expedient means of conducting Council meetings; and

Whereas, such order of business and rules of procedure will  
avoid confusion and aid in the expeditious handling of business; now,  
therefore,

Be it resolved by the City Council of the City of Kirkland as  
follows:

Section 1. The order of procedure herein contained shall  
govern deliberations and meetings of the Council of the City of  
Kirkland, Washington.

Section 2. Regular meetings of the Council shall be held as  
provided for by ordinance.

Section 3. At all meetings of the Council, a majority of the  
Councilmembers shall constitute a quorum for the transaction of  
business, but a less number may adjourn from time to time to secure  
the attendance of absent members.

Section 4. 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 (3 minute  
limitation. See Section 5)
  - 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

Any matter, which because of its routine nature, would qualify for placement on the Consent calendar pursuant to this section, 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.

- 9. Public hearings
- 10. Unfinished business
- 11. New business
- 12. Reports
  - a. Council Reports
  - b. City Manager Reports
- 13. Items from the Audience
- ~~13~~14. Adjournment

Section 5. 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:

- 1. During the times 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 otherwise 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 times 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 3 minutes. No more than 3 speakers may address the Council on any one subject. However, if both proponents and opponents wish to speak, then up to 3 proponents and up to 3 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.

Section 6. 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.

Section 7. Written Correspondence: Access to the City Council by written correspondence is a significant right of all members of the general public, including in particular, citizens 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 Council members in the normal course of daily business.

2. Routine Requests - Items of a routine nature (minor complaints, routine requests, referrals, etc.) shall be placed by the Clerk on the agenda under the Written Correspondence - Routine Section of the consent calendar. ~~A brief staff memorandum should accompany each letter explaining the request and recommending a course of action answered by staff. Staff responses to routine requests shall be transmitted to the Councilmembers in the normal course of daily business.~~

3. Significant Correspondence - ~~Written~~ ~~e~~Correspondence which ~~obviously that~~ requires some policy decision or approval by Council discussion, ~~is of a policy nature or for which a non-routine official action or response is required,~~ 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.

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 letters and

inquiries and, where appropriate, advise the writer of referral to the City Council or a City department

Section 8. 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 resolution.

Section 9. 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.
6. Repeat motions, put motions to a vote and announce the outcome.
7. Suggest but not make motions for adjournment.
8. Appoint committees when authorized to do so.

Section 10. No member shall speak more than twice on the same subject without permission of the presiding officer.

Section 11. 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.

Section 12. 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.

Section 13. 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.

Section 14. 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:

To adjourn, to table or continue a matter,

To go into or out of executive session,

To schedule a special meeting of the City Council,

To add or remove items on a future Council meeting agenda,

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,

To establish the date for a public hearing, unless such hearing is required to be set by Ordinance or Resolution,

To authorize call for bids or requests for proposals, and

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 said consent calendar, has first been removed.

Section 15. 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.

Section 16. 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.

Section 17. Except as provided in Sections 15 and 16, 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.

Section 18. 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.

Section 19. A motion for adjournment shall always be in order.

Section 20. 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.

Section 21. 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 (4) affirmative votes be cast.

Section 22. 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.

Section 23. 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.

Section 24. The City Clerk shall keep correct minutes of all proceedings. The votes of each Councilmember on any ordinance shall be recorded in the minutes. At the request of any member, the ayes and nays shall be taken on any other question and entered in the minutes. Copies of the minutes shall be sent to the members of the Council prior to their next regular meeting.

Section 25. The City Council shall consider a Process IIA appeal under 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 KZC150.125.

Section 26. 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.

Passed by majority vote of the Kirkland City Council in open meeting this \_\_\_\_ day of \_\_\_\_\_, 2010.

Signed in authentication thereof this \_\_\_\_ day of \_\_\_\_\_, 2010.

\_\_\_\_\_  
MAYOR

Attest:

\_\_\_\_\_  
City Clerk

**CITY OF KIRKLAND****Department of Public Works**

123 Fifth Avenue, Kirkland, WA 98033 425.587.3800

[www.ci.kirkland.wa.us](http://www.ci.kirkland.wa.us)

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**MEMORANDUM**

**To:** Marilynne Beard, Interim City Manager

**From:** Ray Steiger, P.E., Interim Public Works Director  
Dave Snider, P.E., Interim Capital Projects Manager

**Date:** May 18, 2010

**Subject:** NE 85<sup>th</sup> Street Corridor Improvements – Project Update

**RECOMMENDATION:**

It is recommended that the City Council review this NE 85<sup>th</sup> Street Corridor Improvement status.

**BACKGROUND:**

Council received updates in December 2009 and February 2010 outlining a number of design details including channelization, the project's comprehensive *Communications Plan*, schedule issues, and right-of-way acquisition negotiations. As was done through those updates, staff is presenting this project update on the various work efforts related to the project: right-of-way acquisition, engineering design, and schedule details.

The Project originally combined six funded CIP projects into one overall improvement to the NE 85<sup>th</sup> Corridor between 114<sup>th</sup> Avenue NE and 132<sup>nd</sup> Avenue NE. These improvements have been divided into two separate contracts: the underground utility conversion contract, and the street/sidewalk improvement contract. Due to complexities of completing necessary right-of-way acquisition along the corridor between 120<sup>th</sup> Avenue and 132<sup>nd</sup> Avenue, staff has now accelerated the intersection improvements at 114<sup>th</sup> Avenue NE (west of I-405) into a third contract. This project is not hindered by right-of-way acquisition needs, and design will be completed later this year with construction beginning prior to the end of 2010.

The underground utility conversion and remaining street/sidewalk improvements continue on their design schedules. Plans for the underground construction approaches the 100% bid set with fine tuning coordinated with the individual private utility companies (e.g., Puget Sound Energy, Verizon, etc.) and individual property acquisition negotiations. Design of the roadway improvements (the second contract) will be approaching 60% this summer.

***State Route 908 Jurisdiction Transfer***

At the time of the February update, the State was still in legislative session; while the bill to transfer SR 908 back to the Cities of Redmond and Kirkland had made progress out of both house

transportation committees, it had not yet come to a floor vote. That process was completed in March, and the Governor signed the bill into law March 17, its effective date is June 10.

Transfer of SR 908 jurisdiction to the Cities allows NE 85<sup>th</sup> Street to be fully under local control for channelization, access, and landscaping issues; Kirkland staff expects greater efficiency and economy by omitting the need to pay the State to review and approve project plans. Additionally, overlay funding the State had planned to use toward the repaving of NE 85<sup>th</sup> Street will be transferred to Kirkland in order to overlay the roadway after the 85<sup>th</sup> Street improvements are complete. The total amount of funds from the state toward this purpose has been confirmed to be \$1.1 million. Staff will coordinate with the State on a local agency agreement for the funding transfer.

### *Right-of-Way Acquisition*

The most challenging part of this project remains working with each individual property for the necessary property rights needed to construct the improvements. Negotiations with individual property owners have been extensive. All parties affected by the undergrounding project have been contacted, informed of the project needs, and have been presented with offers, while some have received extensive communication efforts, coordination, and negotiation.

Of the 33 parcels required to have property rights secured for the underground conversion, five property owners have signed and given consent for their necessary property rights transactions. Ongoing discussions and negotiations are being led by the City's right-of-way consultant, Abeyta & Associates, Inc. The City's consultant serves as a licensed broker and real estate agent, assuring due process and that the letter of the law is followed with each property transaction utilizing third-party appraisals and current market values. The nature of buying property for public purposes is a challenging venture often involving the emotions of property owners and many individual opinions. Staff anticipates continued resolution on several parcels in the near future. Some property owners continue to raise challenges related to the value of their property and the overall goals and needs of the 85<sup>th</sup> Street projects, however, the City remains committed to providing just compensation for each and every property rights transaction.

Staff continues to target completion of property rights acquisitions as expediently as possible, however, the use of the eminent domain process is likely in order to facilitate the acquisition in the event that negotiations reach an impasse (Attachment B). As in all previous cases, resolution through continued negotiations will be sought and is the preferred alternative. Staff now expects to be able to make a recommendation in June whether or not for Council to move forward with an ordinance to acquire public right-of-way through eminent domain.

Due to the staggered construction schedule, right-of-way acquisition is proceeding first for properties that are associated with the underground conversion; properties associated only with the roadway improvements will follow.

If eminent domain is ordained in June, the City Attorney's office outlines a process of filing with the courts to exercise such public right, and to gain agreement through the court for *possession and use* of the property necessary to build the Project. Court filings could require approximately three months till possession and use are available to the Project.

*Communications/Outreach*

As outlined in a prior update, the size and complexity of the 85<sup>th</sup> Street projects require a comprehensive communications and outreach effort, and the Communications Plan provided to council in December sets out those necessary efforts. Staff is continuing to engage in 'shuttle diplomacy' with key stakeholders, to address questions or concerns and clarify the projects' intent. Prior to the start of any construction effort, the CIP outreach staff will organize a stakeholder *construction advisory group*, to facilitate understanding of issues which may arise during the actual construction operations and to find win-win solutions for all parties. Individual questions or concerns on project details are being addressed as they arise.

*Schedule*

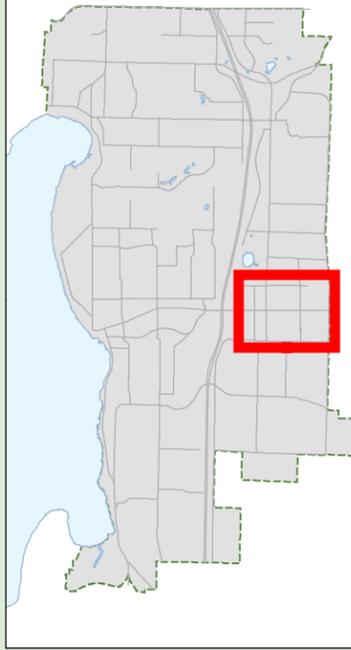
Due to the length of the right-of-way acquisition process and potential condemnation proceedings, staff is proposing to adjust the project schedule as shown below. :

<b>Project Contract</b>	<b>February Update</b>	<b>Present Status</b>	<b>Schedule Impact</b>
1. 114 <sup>th</sup> / 85 <sup>th</sup> Intersection	Starts Summer 2010	Starts Summer 2010	On Schedule
2. Underground Conversion	Starts Summer 2010	Starts Fall 2010	<b>Delay of 3 months</b>
3. Roadway Improvements	Starts Summer 2011	Starts Fall 2011	<b>Delay of 3 months</b>
4. Pavement Overlay	n/a	Starts Summer 2012	On Schedule (new)

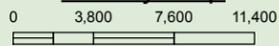
*Next update*

Individual negotiations for property rights acquisitions continue, staff will present summary information and a recommendation regarding condemnation needs at the June 18, 2010 council meeting.

Attachment A: Property Rights Status Map  
Attachment B: Eminent Domain Process

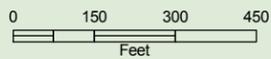


Vicinity Map



Map Legend

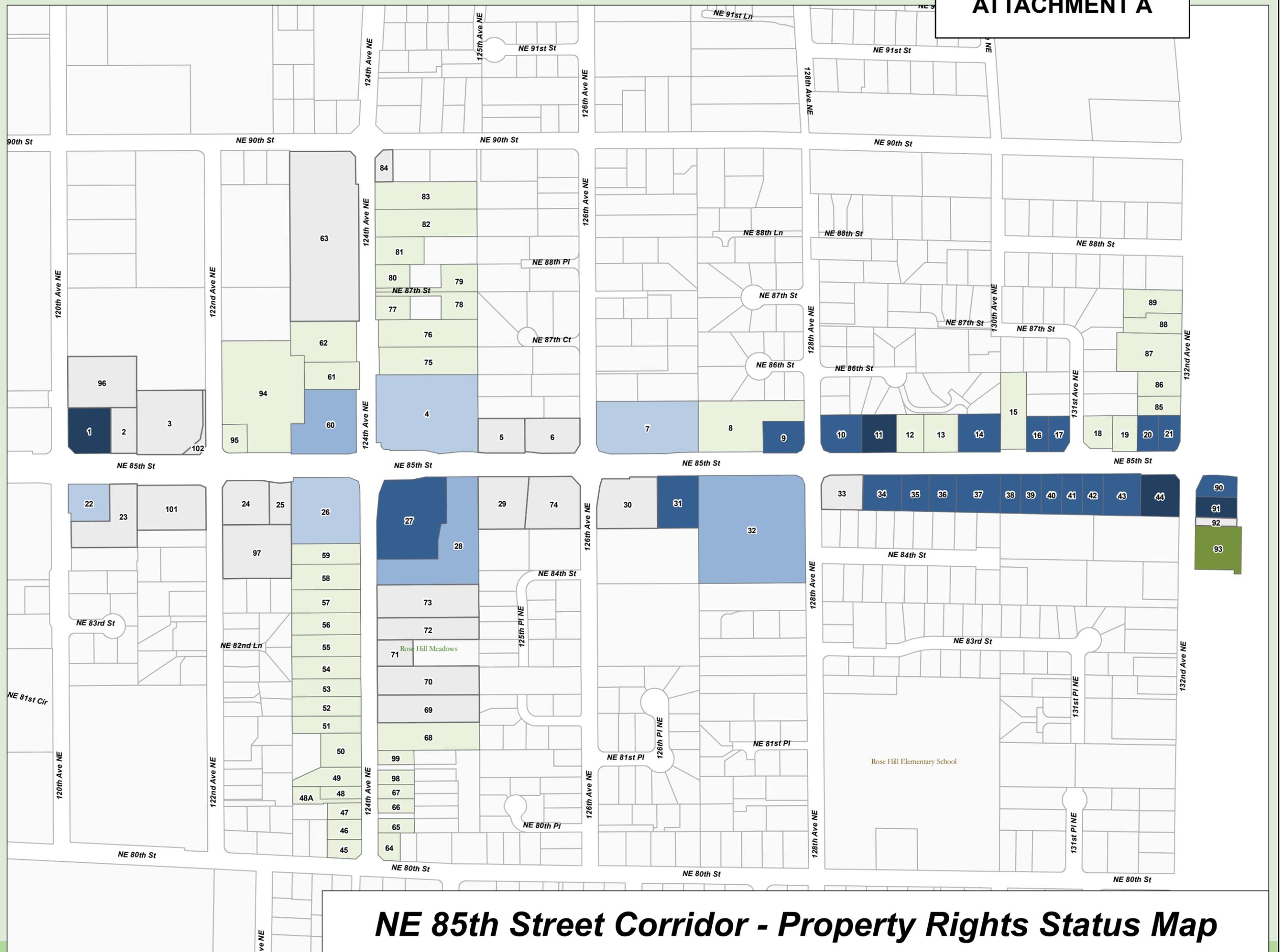
- No Property Rights Needed
- 1st Contract Status**
  - Info Packets
  - Appraisals
  - Negotiations
  - 2nd Offer
  - Rights Secured
- 2nd Contract Status**
  - Info Packets
  - Appraisals
  - Negotiations
  - 2nd Offer
  - Rights Secured



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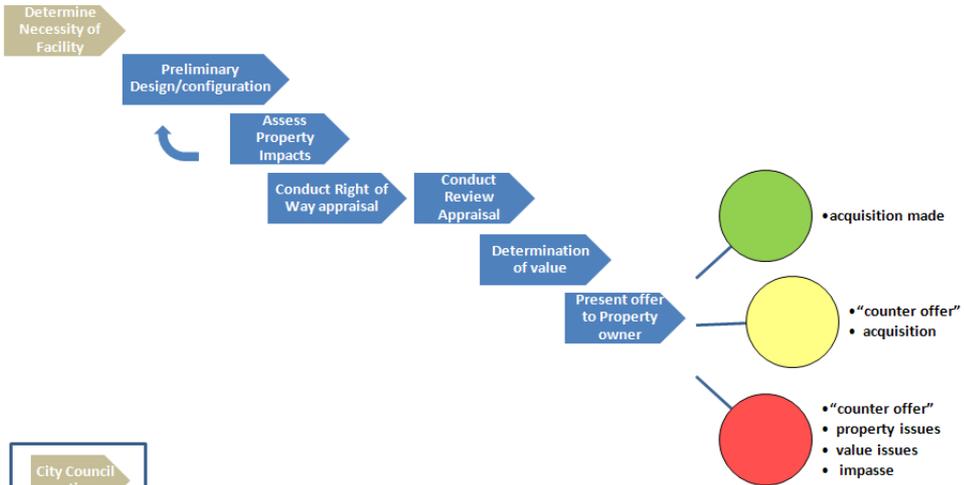
Map Created - May 15, 2009  
Map Revised - May 18, 2009

H:\Pw\GIP group\Project Files\COMBINED\ NE 85th Street Corridor Improvements\ROW>Status Graphics\ NE\_85th\_Map\_11x17.mxd

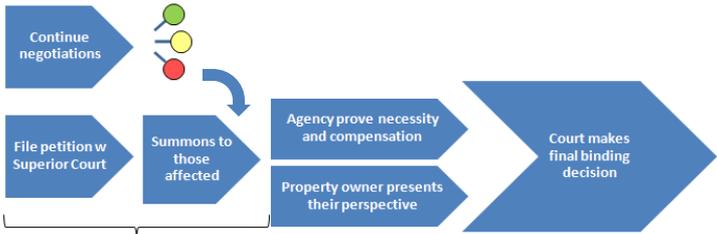


# NE 85th Street Corridor - Property Rights Status Map

### Property Acquisition for Public Improvements



Intent to pursue eminent domain (ordinance)



3-4 months


**CITY OF KIRKLAND**

Planning and Community Development Department  
123 Fifth Avenue, Kirkland, WA 98033 425.587-3225  
www.ci.kirkland.wa.us

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**MEMORANDUM**

**To:** Marilynne Beard, City Manager

**From:** Joan Lieberman-Brill, AICP, Senior Planner  
Eric Shields, AICP, Planning Director

**Date:** May 5, 2010

**Subject:** Proposed Wild Glen Annexation (File ANN10-00010)

**RECOMMENDATION**

City Council approves the request to annex the Wild Glen condominium complex without modification and, further, that the area be zoned RMA 5.0 and that the assumption of indebtedness not be required.

**BACKGROUND DISCUSSION**

The attached letter from property owners in the Wild Glen condominium complex requests that the City Council consider annexing the 72 unit, 18 acre parcel currently in unincorporated King County. This area abuts the northern limits of the Finn Hill, Kingsgate, North Juanita annexation area and, if approved, would become a part of the Finn Hill Neighborhood (see attached map). This request would initiate a petition method annexation. State statutes allow for such an annexation to be initiated by property owners representing not less than 10% of the assessed valuation in the proposed annexation area. The letter contains signatures of property owners representing 23% of the total assessed value of the development.

State statutes require that the City Council meet with the parties initiating a petition method annexation within 60 days of the date that consideration of the annexation was requested. At the meeting, the City Council must make a determination on three questions. The questions are:

1. Whether to accept, reject, or geographically modify the proposed annexation.

*Discussion: The Wild Glen Development is within Kirkland's Potential Annexation Area (PAA). State statutes require that a proposed annexation be within the PAA of the City to which annexation is proposed.*

*The 18 acre parcel was omitted from the Finn Hill, Kingsgate and North Juanita (FH, K, NJ) annexation due to mapping discrepancies between King County, Bothell and Kirkland. This area was mistakenly mapped by the Kirkland Comprehensive Plan as being outside of the Kirkland PAA and we presumed it was part of Bothell's PAA. The error wasn't discovered until after the Notice of Intent to*

*Annex was submitted to the King County Boundary Review Board (BRB). In order to meet the election date, the area could not be included in the ballot measure.*

*The rationale for the annexation request is the recognition that this parcel is within Kirkland's PAA and unless it is annexed it will be the only remaining parcel within Fire District 41 jurisdiction following the effective date of the FH, K, NJ annexation. Not enacting this annexation would create complications that the District and City would like to avoid.*

**Will the City accept, reject or geographically modify the proposed annexation?**

*(Staff recommends acceptance without modification)*

2. Whether to require the simultaneous adoption of proposed zoning regulations.

*Discussion: The adoption of O-4196 on July 21, 2009 intends to implement a rezone of the Wild Glen parcel from R-8 in King County (Multifamily Residential 8 dwelling units per acre) to RMA 5.0 (multifamily residential 9 du/acre) upon effective date of June 1, 2011. The most similar zoning category in Kirkland is RM 5.0,*

**Will the City require simultaneous adoption of a proposed zoning regulation?**

*(We recommend that the annexed area be zoned RMA 5.0, pursuant to Ordinance 4196)*

3. Whether to require assumption of existing City indebtedness by the area to be annexed.

*Discussion: In order to be consistent with the large annexation, this area should not be required to assume indebtedness.*

**Will the City require the assumption of the existing City indebtedness by the area to be annexed?**

*(We recommend that assumption of indebtedness not be required.)*

Next Steps: If the Council authorizes this annexation to move forward, an annexation petition will be prepared for circulation to all property owners in the annexation area. Annexation proponents will have up to six months to circulate the petition and obtain the signatures of property owners representing at least 60% of the total assessed value in the area. If the petition is submitted with sufficient signatures, staff will prepare a report to the King County Boundary Review Board (BRB). If approved by the BRB, an annexation ordinance will be prepared for consideration by the City Council at a public hearing.

We tentatively anticipate that the annexation will be effective on June 1, 2011 concurrent with the effective date of the large annexation. However, the effective date will be determined by resolving a difference of opinion on the meaning of RCW 35A.14.010 – which establishes requirements for annexations to have contiguous boundaries with the cities to which they annex. Kirkland City Attorney William Evans and the attorney for the BRB are in discussion to resolve whether or not the Notice of Intent can be submitted for processing to the BRB prior to the effective date of the FH, K, NJ annexation. If not, we will have to wait

to submit an application to the BRB and the Wild Glen annexation will not be able to take effect until several months later.

Action Needed: The Council's wishes regarding requiring the assumption of the existing indebtedness and/or the simultaneous adoption of the existing zoning regulation should be addressed in a motion so that the minutes and the annexation petition will clearly reflect these requirements.

Attachments:

1. Initiation Petition
2. Map of Annexation Area
3. Vicinity Map of Annexation Area

cc: Wild Glen Condominium representative; Laurel Mitzel, email: [lmmessage@juno.com](mailto:lmmessage@juno.com)

Jlb: Wild Glen Annexation

**NOTICE OF INTENT TO ANNEX**

Mayor Joan McBride  
Kirkland City Council  
Eric Shields, Planning Director

**RECEIVED**  
MAR 31 2010  
BY PLANNING DEPARTMENT PM 1/3

Re: Annexation of Wild Glen Condominium Association

Dear Mayor McBride, Council Members & Joan Lieberman-Brill:

We are writing to ask you to consider the annexation of Wild Glen Condominium Association, currently situated in unincorporated King County, into the City of Kirkland. Planning Director, Eric Shields and his assistant, Joan Lieberman-Brill, have required a request and signatures of the owners of at least 10 % of the valuated properties to be annexed.

We are situated on the corner of Simonds Road N.E. and 100<sup>th</sup> Ave N.E. with N.E.144<sup>th</sup> LN , Bothell, WA turning into our complex.

**Unit # Property Owners Signature Printed Name Date Signed Address of Owner**

Unit #	Property Owners Signature	Printed Name	Date Signed	Address of Owner
1.43 % ✓ 804	<i>Barbara R. Thomas</i>	Barbara R. Thomas	3-15-2010	9927 NE 144 <sup>th</sup> LANE Bothell, WA 98011
1.36 % ✓ 802	<i>Laurel A. Mitzel</i>	Laurel A. Mitzel	3-15-2010	9927 NE 144 <sup>th</sup> Ln Bothell, WA 98011
? 1.43 % ? 901	<i>Carol L. Simms</i> (tenant?)	CAROL L. Simms	3-15-2010	9931 NE 144 <sup>th</sup> Ln Bothell WA 98011
1.36 % ✓ 1002	<i>Kenneth R. Moore</i>	Kenneth R. Moore	3-15-2010	9935 NE 144 <sup>th</sup> Ln Bothell, WA 98011
? 1.43 % ? 104	<i>[Signature]</i> (tenant?)			9934 NE 144 <sup>th</sup> Ln #104 Bothell 98011
1.36 % ✓ 507	<i>Roy W. Enberg</i>	ROY W. ENBERG	MONDAY MARCH 15, 2010	9922 NE 144 <sup>th</sup> LN #507 BOTHELL, WA 98011

RECEIVED Attachment 1

MAR 31 2010

PM

PLANNING DEPARTMENT

2/3

Unit # Property Owners Signature Printed Name Date Signed Address of Owner

- 1.43% ✓ 703 Claudette SETH CLAUDETTE SETH 3-15-2010  
9923 NE 144<sup>th</sup> LN Bothell wa. 98011
- 1.36% ✓ 702 Diane Wiggins DIANE WIGGINS 3-15-2010  
9923 NE 144<sup>th</sup> LN #702, Bothell, WA 98011
- 1.43% ✓ 1006 Safia Benslimane Safia Benslimane 3/15/2010  
9935 NE 144<sup>th</sup> Lane Bothell, WA 98011
- 1.43% ✓ 805 W. Darlene Mosby W. Darlene Mosby 3/15/10  
9927 NE 144<sup>th</sup> LN #805
- 1.43% ✓ 305 Donores H. Fratt DONORES H. FRATT 3/15/10  
9926 NE 144<sup>th</sup> LANE #305 BOTHELL 98011
- 1.43% ✓ 304 Linda Thomson LINDA THOMSON 3/15/10  
9926 NE 144<sup>th</sup> Lane #304 Bothell 98011
- 1.43% ✓ 903 B Boies Jane B. Boies 3/15/10  
9927 NE 144<sup>th</sup> LN #803 Bothell 98011
- 1.36% ✓ 701 Kathryn Kocha Kathryn Kocha 3/15/2010  
9923 NE 144<sup>th</sup> 701 Bothell 98011
- 1.43% ✓ 306 Rochelle Smith Rochelle Smith 3.19.10  
9924 NE 144<sup>th</sup> LN #306
- 1.36% ✓ 101 Dana Pumilia DANA PUMILIA 3/18/10  
9934 NE 144<sup>th</sup> Ln #101 Bothell
- 1.36% ✓ 807 Stephanie Morgan Stephanie Morgan 3/22/10  
9927 NE 144<sup>th</sup> Ln #807  
Bothell 98011

9/3

Unit # Property Owners Signature Printed Name Date Signed Address of Owner

1.43<sup>?</sup> 902 <sup>tenant? new owner</sup> Ruby Joyce Stagg RUBY JOYCE STAGG  
 9931 NE 144th LANE  
 Bothell, WA 98011

1.36 ✓ 905 Mony Ran gny YANBY, MONBY RAN 03/27/10  
 tenant? 9931 NE 144th Lane -

1.43 1003 April Arend April Arend  
 9935 NE 144th LN, Bothell, WA 98011

1.36 ✓ 1001 Ellenlee Bare Ellenlee Bare ~~3/27/10~~ WA  
 9935 NE 144 Ln #1001 Bothell, WA 98011

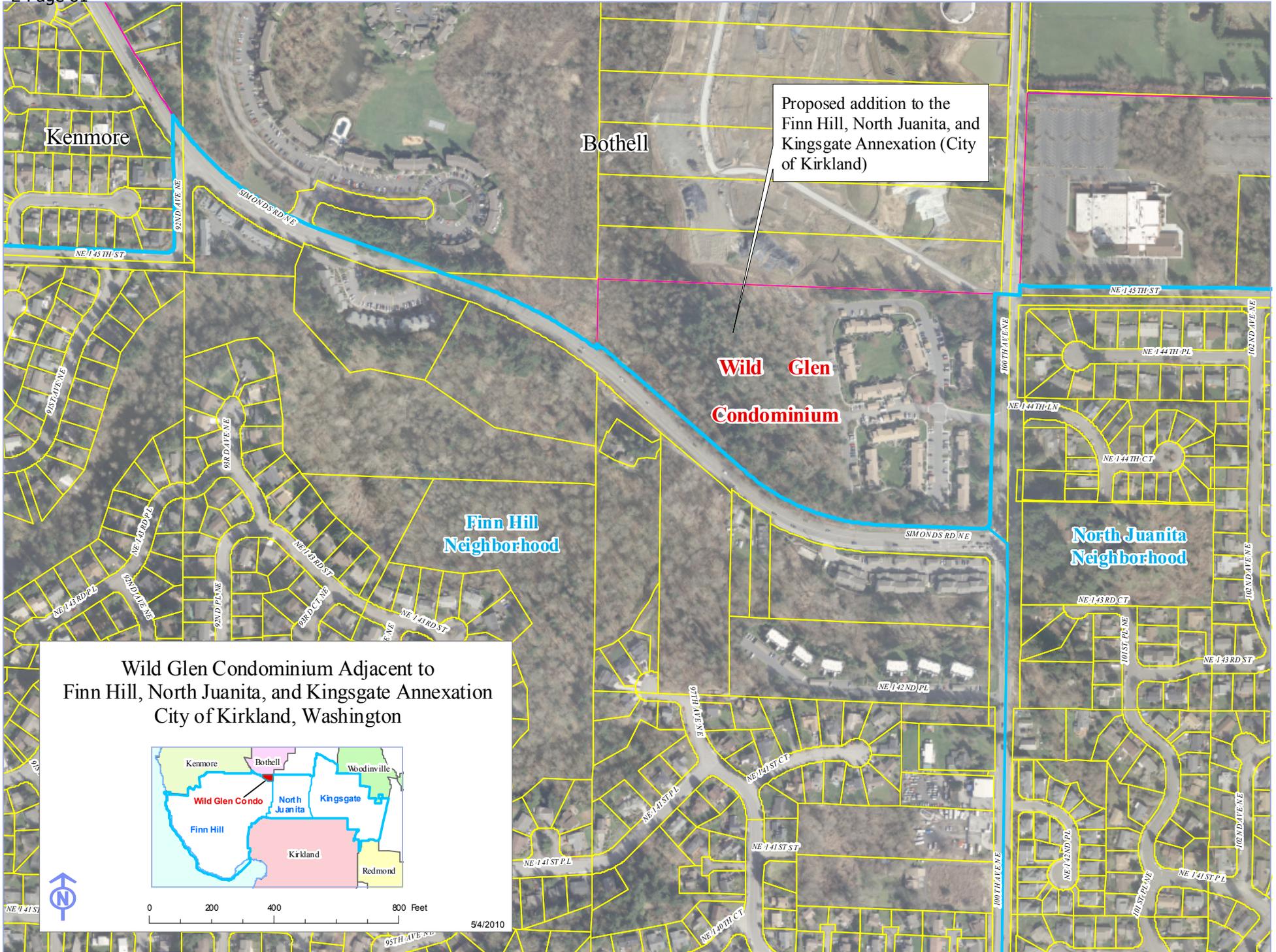
1.43 ✓ 104 Nancy S. McWinnis Nancy S. McWinnis 3/27/10  
 9934 N.E. 144th Ln. #106 -

1.43 ✓ 903 Laurie Simon Laurie Simon  
 9931 NE 144th LN #903, Bothell, WA 98011

RECEIVED

MAR 31 2010

PLANNING DEPARTMENT PM  
BY \_\_\_\_\_



Proposed addition to the Finn Hill, North Juanita, and Kingsgate Annexation (City of Kirkland)

**Wild Glen  
Condominium**

**Finn Hill  
Neighborhood**

**North Juanita  
Neighborhood**

**Wild Glen Condominium Adjacent to Finn Hill, North Juanita, and Kingsgate Annexation City of Kirkland, Washington**

The inset map shows the City of Kirkland in pink, with surrounding cities: Kenmore (green), Bothell (purple), Woodinville (light green), North Juanita (blue), Kingsgate (light blue), Finn Hill (light blue), and Redmond (yellow). A red dot marks the location of the Wild Glen Condo. A scale bar at the bottom indicates 0, 200, 400, and 800 feet. A north arrow is located in the bottom left corner.

54/2010



**CITY OF KIRKLAND**123 Fifth Avenue, Kirkland, WA 98033 425.587.3000  
www.ci.kirkland.wa.us

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**MEMORANDUM**

**To:** Marilynne Beard, Interim City Manager

**From:** Grace Steuart, Fire Marshal  
Tom Phillips, Building Services Manager

**Date:** May 6, 2010

**Subject:** Possible Adoption of Requirement for Fire Sprinklers in New Single Family Homes

**RECOMMENDATION:**

That City Council give direction to the Fire/Building Department to move forward with the adoption of Appendix S of the International Residential Code, thus requiring fire sprinklers in all new single family homes effective July 1, 2010.

**BACKGROUND:**

In July of this year, Kirkland will be adopting the new International Codes with state and local amendments. Since 2007, the Public Safety Committee has discussed whether to require fire sprinklers in all new single family homes. The general consensus has been that requiring sprinklers would provide a high degree of fire safety for our community. This may be accomplished by adopting Appendix S of the International Residential Code, which would become effective on July 1, 2010.

At the Public Safety Committee on February 18, 2010, staff was directed to bring this issue to a regular Council meeting. In March 2010, a memo was placed in the Council's reading file, which provided information regarding the advantages of installing fire sprinklers in all new single family homes. This issue is now on the agenda for May 18, 2010.

**Facts about Sprinklers**

- **National statistics show that 82 percent of fire deaths occur in homes.** According to the National Fire Protection Association, of the 3,320 civilian fire deaths that occurred in 2008, 2,780 died in residential fires; and of those, 2,365 occurred in one and two-family dwellings. (These statistics have been replicated

in those jurisdictions that have required sprinklers for several years, including Prince George's County, Maryland.)

- **Viable escape times in a typical home fire have dropped from 17 minutes to approximately 3 minutes in the last 30 years**, due to a shift in contents from natural products and fibers to synthetic materials. The primary fuel load available in the early stages of a residential fire is the contents (i.e. furnishings, etc.) inside the house, not the structure of the house itself.
- **A combination of smoke detectors AND residential sprinkler systems doubles residential fire survival rates.** Research indicates that installing smoke detectors alone improves survival rates for residential fires by 50%; however, installing smoke detectors AND a residential fire sprinkler system improves survival rates by 97%.
- **When fires do occur in homes equipped with automatic fire sprinkler systems, property losses are much lower.** Based on a 15 year study from the City of Scottsdale, Arizona, the average loss for a fire incident in a sprinklered building was over 90% less than the average loss in a structure in which automatic sprinklers were not present.
- **Sprinklers help save firefighters' lives.** According to recent NFPA studies:
  - A great number of residential occupancies are now being built using lightweight construction materials.
  - Although these materials reduce construction costs and have consistently demonstrated equivalent or even superior quality under non-fire conditions, the same cannot be said when these materials are exposed to fire loading during a residential structure fire.
  - The result is progressive structural collapse due to the failure of these lightweight structures, resulting in firefighter injuries and death.
- **Sprinklers are good for the environment.** When a fire occurs in a sprinklered versus a non-sprinklered home:
  - The release of greenhouse gases (CO<sub>2</sub>) are reduced
  - The amount of water usage is reduced
  - The amount of fire damage is less, resulting in less material being sent to local landfills
- **Sprinklers save City resources by reducing costs associated with fire suppression and investigation activities.** The initial response to any structure fire would be identical, however:
  - The resources dedicated to the unsprinklered structure fire is often hours, taking engines out of service thus extending response times for any other subsequent emergencies

- In the case of a sprinklered structure, all but a single fire engine would be returned to service in a matter of minutes
- Subsequent fire investigation costs in a sprinklered building would be reduced significantly. Since the structure would be less damaged, evidence would be preserved, fires could be investigated more quickly, using fewer investigators, less manpower, and less equipment
- **Other common questions regarding sprinklers**
  - **Won't the presence of automatic fire sprinklers increase the risk of water damage?** When properly installed, the presence of automatic fire sprinklers in a home pose no greater risk than the potable water piping already present in the home. In fact piping for automatic fire sprinkler systems are required to meet a higher standard than conventional potable water piping.
  - **Will I be required to sprinkler the whole house?** The 13D standard specifically allows sprinkler protection to be omitted in non-living areas (garages, attics and crawlspaces)

### **Facts about Kirkland**

- **Flashover often occurs before the Fire Department arrives.** Current average response times in Kirkland are between 5.28 and 5.88 minutes; adding to this the time it takes for a fire to be noticed and an alarm to be called in to 9-1-1, this is well above the 3 minute time frame during which "viable escape" is estimated to be possible from a burning home.
- **Houses are larger and closer together, increasing potential for fire spread.** Land costs in Kirkland continue to increase and lot sizes decrease, so homes are closer together, thus creating a larger potential for a fire spreading to neighboring properties
- **We are approaching this as a life safety issue for residential occupancies only**
  - The threshold for buildings other than residential would remain at 5,000 square feet.
  - Smaller commercial or industrial buildings (such as coffee stands, storage buildings, carports, etc) would not be affected.
- **Cost**
  - **The average cost to sprinkler a home in Kirkland is approximately \$2 per square foot** (this figure is based on discussions with local sprinkler contractors for a standard 13D system); the average size of a house in Kirkland (based on 2007-2008 statistics) is 4,300 square feet.

Thus, sprinkler cost for an average new home in Kirkland is approximately \$8,600, or about 1% of the purchase price of the home.

- **Kirkland has among the most reasonable permit fees in our area** (\$180-\$240 depending upon size of house; this fee includes all required inspections)
- **The typical residential system is designed to use the domestic meter**, which is slightly upsized to provide enough capacity for the sprinklers. The customer is not charged for the larger meter if the upsizing is solely for sprinklers.
- **Multi-purpose flow-through type systems are also allowed.** These systems integrate with a home's plumbing system, thus eliminating the need for and added expense of a backflow prevention device.

### Summary

Based on the above information, staff recommends that fire sprinklers be required in all new residential construction. We now need the Council's instructions as to whether we should go forward with including residential fire sprinklers during the regular Code adoption process.

Attachments: US Fire Administration pamphlet: *Home Fire Protection – Residential Fire Sprinkler Systems Save Lives*  
NFPA Fire Sprinkler Initiative study: *Home Fire Sprinklers - Good for the Environment*  
Home Fire Sprinkler Coalition publication: *Benefits of Residential Fire Sprinklers: Prince George's County 15-year History with its Single family Residential Dwelling Fire Sprinkler Ordinance*



*U.S. Fire Administration*

# Home Fire Protection

Residential Fire Sprinkler Systems Save Lives

FA-43 / February 2008



**FEMA**

# Home Fire Protection Residential Fire Sprinkler Systems

## Sprinkler Systems in Industry

Schools, office buildings, factories, and other commercial buildings have benefited from fire protection sprinkler systems for over a century. To protect investments in buildings and machinery, the textile mills in New England began using sprinkler systems over 100 years ago following a series of devastating fires that claimed many lives and destroyed entire businesses.

## Sprinklers in Homes

But what about our homes? Although we protect our businesses, what actions do we take to protect our families, our homes, and our possessions from fire? Millions of Americans have installed smoke alarms in their homes in the past few decades, but a smoke alarm can only alert the occupants to a fire in the house...it cannot contain or extinguish a fire. Residential sprinkler systems can!

## Sprinklers—The Solution

Fires in residences have taken a high toll of life and property. In 2006 there were

- 412,500 residential fires;
- 2,620 civilian fire deaths;
- 12,925 civilian fire injuries; and
- over \$7 billion in property damage.

Data Source: "Fire Loss in the U.S. During 2006," NFPA

Studies by the Federal Emergency Management Agency's (FEMA) U.S. Fire Administration (USFA) indicate that the installation of residential fire sprinkler systems could have saved thousands of lives, prevented a large percentage of those injuries, and eliminated hundreds of millions of dollars in property losses.

## Advantages of Newly Designed Home Sprinkler Systems

### Fast Response

Residential sprinklers listed by Underwriters Laboratories (UL) are now available. They are designed to respond to a fire much faster than currently available standard commercial and industrial sprinkler systems. The new home sprinklers react automatically to fires more quickly because of their improved sensitivity.

### Low Cost

At the present time, cost of a home sprinkler system is targeted at approximately \$1.00 to \$1.50 per square foot in new construction. It is hoped that the cost will decrease as the use of home fire protection grows. It is also possible to retrofit existing homes with sprinkler systems.

### Small Size

For residential systems, the sprinklers will be smaller than traditional, commercial, and industrial sprinklers, and can be aesthetically coordinated with any room decor. Sprinklers can be installed flush with walls and ceilings.

### Minimal Installation Work

When homes are under construction or being remodeled, a home sprinkler system will require minimal extra piping and labor. Typically, systems are concealed above ceilings and in the walls.

### Low Water Requirement

These systems will require less water than the systems installed in industrial or commercial establishments and can be connected to the domestic water supply.

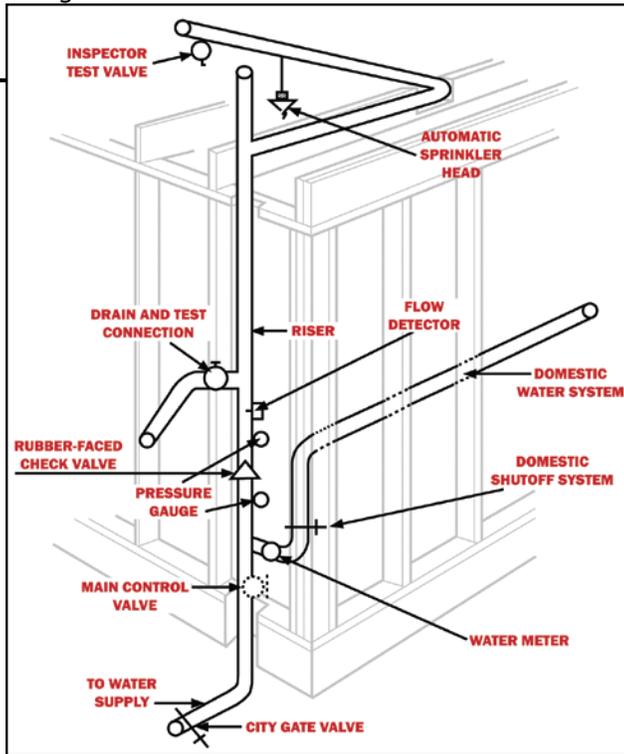
### Piping Requirements

The use of plastic pipe has brought down the cost of installation in new construction and the retrofit of existing dwellings.

## A Growing Number of Communities Promote Home Fire Sprinklers

The following communities represent a cross-section of jurisdictions that have adopted residential sprinkler ordinances. For a more complete list, refer to the Residential Fire Safety Institute (RFSI) Web site at [www.firesafehome.org](http://www.firesafehome.org)

- Scottsdale, AZ;
- Cobb County, GA;
- Prince George's County, MD;
- Livermore, CA;
- Long Grove, IL;
- Chapel Hill, NC;
- Germantown, TN; and
- Altamonte Springs, FL.



**4. Home sprinkler systems are expensive.**

False! Current estimates suggest that when a home is under construction, a home sprinkler system costs approximately 1 to 1.5 percent of the total building price.

**5. Residential sprinklers are ugly.**

False! The traditional, commercial-type sprinklers as well as sprinklers for home use now are being designed to fit in with most any decor.

**Sprinklers are a Good Investment for Homebuilders**

Through the use of construction tradeoffs, homebuilders and developers can achieve reduced construction costs if residential sprinkler systems are installed.

Home sprinkler systems offer both safety and financial advantages to homebuyers, a rare combination.

**Incentives: Who Benefits?**

	Developer	Builder
Reduced impact fees	X	X
Increased density	X	
Reduced fire flow	X	
Hydrant spacing increased	X	
Longer access road distance	X	
Longer distance from fire stations	X	
Reduced access to building sides	X	
Narrower streets	X	
Fewer parking restrictions	X	
Longer cul-de-sacs	X	
Reduced turnaround radius	X	
Reduced permit fees		X
Reduced or exempted plan review fees		X
Reduced or exempted fees for field inspections	X	
Reduced fire resistance ratings, no parapet walls	X	
Increased distance to exits		X

**Test Your Home Sprinkler System I.Q.**

Here are five statements about home sprinkler systems. Are they true or false?

**1. When one sprinkler goes off, all the sprinklers activate.**

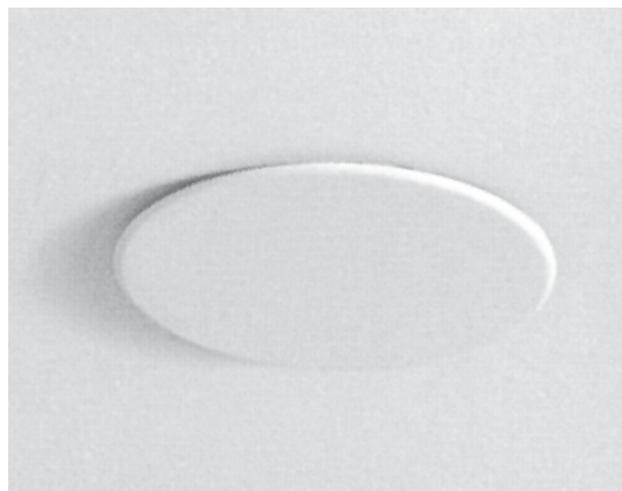
False! Only the sprinkler over the fire will activate. The sprinkler heads react to temperatures in each room individually. Ninety percent of fires are contained by the operation of one sprinkler.

**2. A sprinkler could accidentally go off, causing severe water damage to a home.**

False! Records compiled for well over 50 years prove the likelihood of this occurring is very remote. Furthermore, home sprinklers are designed specifically and tested rigorously to minimize such accidents.

**3. Water damage from a sprinkler system will be more extensive than fire damage.**

False! The sprinkler system will limit a fire's growth severely. Therefore, damage from a home sprinkler system will be much less than the smoke and fire damage if the fire had gone on unabated, or less than the water damage caused by water from firefighting hoselines.



Concealed sprinkler

## Sprinklers are a Good Investment for the Homebuyer

- A fire occurs in a residential structure every 79 seconds according to the USFA. To the homebuilder, this fact means that a large share of potential customers now have knowledge of the terror and destruction caused by fire.
- Families with children, senior citizens, and handicapped members have special fire protection needs. Home sprinkler systems provide added protection for these people.
- In case of a home fire, firefighters will have less risk of injury or life loss since they will be fighting a fire of less intensity.
- Allocation of community resources can be improved with the adoption of home sprinkler technology.
- Communities will be able to make better use of available land and thereby increase their tax base.

## Insurance Discount

Insurance from homeowner underwriters will vary, depending on type of coverage. The discounts now range between 5 and 15 percent, with a projected increase in available discounts.

## The Move Toward Home Sprinkler Systems

The USFA's research in home fire sprinkler systems successfully focused on systems that would be low cost, fast acting, and reliable. As a result, residential fire sprinklers have gained increased acceptance.

In November 1980, the National Fire Protection Association (NFPA) adopted NFPA 13D, *Standard for the Installation of Sprinkler Systems in One- and Two-Family Dwellings and Manufactured Homes*. The Standard is based on

technical data from the comprehensive full-scale fire tests that were sponsored by the USFA.

## Residential Sprinkler Program

Dedicated to reducing this Nation's staggering loss of life and property caused by fire, the USFA has joined with private industry and the fire service to advance the development of residential sprinklers. Since 1976, the USFA has promoted research studies, development and testing, and demonstrations of residential sprinkler systems.

*Working with the USFA are*

American Fire Sprinkler Association  
 Center for Campus Fire Safety  
 Consumer Product Safety Commission  
 Factory Mutual Research  
 Home Fire Sprinkler Coalition  
 Home Safety Council  
 International Association of Fire Chiefs  
 Lubrizol Advanced Materials, Inc.  
 NIST/Center for Fire Research  
 National Association of State Fire Marshals  
 National Electrical Manufacturers Association  
 National Fire Protection Association  
 National Fire Sprinkler Association  
 Operation Life Safety  
 Polyurethane Foam Association  
 Residential Fire Safety Institute  
 Sleep Products Safety Council  
 Society of Fire Protection Engineers  
 Tyco  
 U.S. Department of Housing and Urban Development (HUD)  
 Underwriters Laboratories, Inc.  
 University of Maryland  
 Uponor/Wirsbo  
 Worcester Polytechnic Institute, and many others

*For more information or copies of this publication, please contact:*

U.S. Fire Administration  
 16825 South Seton Avenue  
 Emmitsburg, Maryland 21727  
 800-561-3356  
[www.usfa.dhs.gov](http://www.usfa.dhs.gov)

FA-43/February 2008

## NFPA's Fire Sprinkler Initiative

**NFPA's "Fire Sprinkler Initiative: Bringing Safety Home" provides resources for the fire service and other sprinkler advocates who want to demonstrate the need for home fire sprinklers in their community.**

02/23/2009

### Home Fire Sprinklers: Good for the Environment

Lots of people have been inquiring about the environmental benefits of home fire sprinklers. It is an issue of great interest because as policy makers are busy debating how to implement "green initiatives" it is important to highlight the environmental benefits of fire sprinklers. One more argument to bring into any future discussion of residential fire sprinkler adoptions.

Many experts agree that fire sprinklers are good for the environment. I'd like to share excerpts from a comprehensive article I found on the subject, courtesy of [ARAContent](#) on the eco-benefits of residential fire sprinklers that pretty much sums it up. Some of the content cited in the article comes from the [Home Fire Sprinkler Coalition](#) and the [Scottsdale Report](#).

- Fire hoses, on average, use more than eight times the water that sprinklers use to contain a fire. The typical sprinkler system will use 341 gallons of water. In comparison, a firefighter's hose will use roughly 2,935 gallons in a single fire. The reduced amount of water consumption equates to less groundwater runoff. Those thousands of gallons of water from the firefighters' hoses have to flow somewhere. And they do – right into groundwater supplies – along with all the toxins and debris that are disbursed from the fire.
- A fire sprinkler system also reduces the amount of toxins being released into the air. A free burning house fire effects air quality from burning polyester, insulation and dry wall; plus all the household cleaners and chemicals found in a typical home. Home fire sprinklers contain and often extinguish a fire in less time than it would take the fire department to arrive on the scene. That minimizes the amount of time the structure and contents are burning and spewing toxins.
- Landfills are another concern resulting from an uncontrolled house fire. Whether a house is completely destroyed in a fire or is only damaged, tons of building materials, furnishings and other ruined possessions are hauled to the dump. According to a green building guidelines report created by the Alameda County Waste Management Authority (San Leandro, Calif.), it's estimated that 21 percent of materials disposed in county landfills are construction and demolition debris. Rebuilding a home will not only require new building materials but also generates tons of construction waste. The report states that total construction waste generated from one 2,000-square-foot new home is nearly 13 tons.

Water usage, groundwater runoff, toxins in the air, and landfill overcrowding are the more serious environmental concerns created by a household fire – aside from the obvious life-threatening effects. All of these can be minimized and, in some cases, eliminated with the installation of a properly working fire sprinkler system.

Stay tuned for future studies and testing on the eco benefits of residential fire sprinkler systems.

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Posted at 06:30 AM in [Are sprinklers green?](#) | [Permalink](#)

**TrackBack**

# BENEFITS of RESIDENTIAL FIRE SPRINKLERS:

Prince George's County  
15-Year History with its  
Single-Family Residential Dwelling  
Fire Sprinkler Ordinance



Prepared by Steve Weatherby  
August 2009

Produced in cooperation with the Home Fire Sprinkler Coalition, University of Maryland University College, Prince George's County Fire Department and the Maryland State Fire Marshal's Office.



[HomeFireSprinkler.org](http://HomeFireSprinkler.org)

## Acknowledgements

*This study would not have been possible without the help of the following individuals:*

**Maryland State Fire Marshal William Barnard**

**Major Steven Hess,**

**Prince George's County Fire/EMS Department**

**Christine Barker, Information Management,**

**Prince George's County Fire/EMS Department**

**Chief Eugene Jones,**

**Prince George's County Fire/EMS Department**

**Chief (ret.) Ron Siarnicki,**

**Prince George's County Fire/EMS Department**

**Steve Carter,**

**University of Maryland University College**

**Rebecca Spicer-Himes,**

**Maryland Fire and Rescue Institute**

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## Executive Summary

In 1992, Prince George's County in Maryland enacted an ordinance mandating the installation of automatic fire sprinkler systems in new one- and two-family structures. Through a partnership with the Home Fire Sprinkler Coalition (HFSC), the Maryland State Fire Marshal's Office, the Prince George's County Fire Department, and the University of Maryland University College, a study was conducted to review Prince George's County's experience with this ordinance over the 15-year period of 1992-2007.

The most obvious benefit of the ordinance is the direct impact that home fire sprinkler systems have made in saving lives and reducing fire-related injuries.

From 1992-2007, there were 101 fire deaths and 328 civilian injuries in single-family or townhouse fires that were not protected with fire sprinkler systems. No fire deaths occurred in sprinklered-structure fires during the period studied, and there were only six civilian injuries.

Property protection is another important benefit. Looking at the average loss per event in a structure that did not have a residential sprinkler system installed, the damages averaged \$9,983 per incident, and \$49,503 per incident when there was a fatality. The average loss for a single-family/ townhouse structure protected by fire sprinklers was \$4,883 per event. Having sprinklers cut the property loss by almost one-half.

Prince George's County experienced 13,494 single-family or townhouse fires during the period,

with an average of 900 fires per year. The County's total fire loss for single-family/townhouse structures topped \$134 million, averaging almost \$9 million per year. Prince George's County's data indicates that more than 45,000 permits were issued for single-family/townhouse structures from 1992 through 2007, with an average issuance of 3,019 permits per year.

During the period studied, Prince George's County Fire Department (PGFD) recorded 245 sprinkler activations in single-family and townhouse structure fires. In the 245 activation incidents, PGFD recorded no lives lost and only six civilian injuries. PGFD reports 446 residents were present in the structures during the time of sprinkler activation. More than 80 of those residents were present when sprinklers activated during the hours of 10:00 p.m. to 5:59 a.m., which is the most common time for fire deaths to occur, according to NFPA fire data. In the 245 activation incidents, the PGFD estimated the fire loss at \$1,352,820, compared to a total potential loss of \$42,578,420.

The cost impact to developers/builders was determined by interviewing several Prince George's County sprinkler contractors, who indicated that the per-square-foot cost to install a fire protection system in a single-family home in the County has decreased over the years to under \$2.00 per square foot. This is consistent with a recent NFPA study that found the average cost of installation nationally to be \$1.61 per sprinklered square foot. ❖

# Demographics

Prince George’s County, Maryland, is roughly 500 square miles and is situated in close proximity to Washington, DC. Prince George’s County has a mixture of light industrial, retail, residential and institutional structures that are protected by the county’s fire department. Prince George’s County is known for providing affordable



living for many people who commute to work in the Washington, DC area(1).

Most of Prince George’s County’s population is concentrated in the northern two-thirds of the County(1). The southern part of the County is predominantly rural(1) but urban sprawl has pushed development into these areas, which are affected by Prince George’s County’s residential sprinkler code. According to Census figures(6), the average population in the County from 1992-2006 was 846,000 residents. In 2007, it was 828,770. The overall population of Price George’s County has grown 11 percent on average since the enactment of the residential sprinkler ordinance(6).

The average median income in Prince George’s County in 2004 was \$55,129.00(6). The percentage of home ownership in Prince George’s County is 61.8 percent, which is almost 6 percent less than the average for the State of Maryland and in 2008 the median value of a single-family dwelling in Prince George’s County is \$145,600(6).

The average median income in Prince George’s County in 2004 was \$55,129.00(6). The percentage of home ownership in Prince George’s County is 61.8 percent, which is almost 6 percent less than the average for the State of Maryland and in 2008 the median value of a single-family dwelling in Prince George’s County is \$145,600(6).

YEAR	POPULATION	% CHANGE	No. of Permits
1992	740,390	N/A	3680
1993	743,156	1.00%	3858
1994	751,282	1.01%	2418
1995	757,795	1.00%	4344
1996	764,644	1.00%	3635
1997	769,840	1.00%	2920
1998	776,907	1.00%	2664
1999	781,781	1.00%	2927
2000	803,291	1.02%	2506
2001	815,203	1.01%	2467
2002	824,365	1.01%	3068
2003	830,513	1.00%	2088
2004	835,021	1.00%	2233
2005	838,156	1.00%	2782
2006	834,660	-1.00%	2233
2007	828,770	-1.00%	1462
		<b>11.05%</b>	<b>45,285</b>

Source: US Census Bureau Estimates

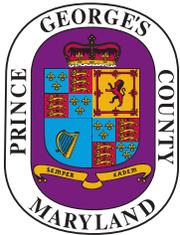
Source: Prince George’s County Planning Department Estimates

Since 1992, Prince George’s County has issued more than 45,285 building permits for one- and two-family dwellings. The average yearly issuance of one- and two-family dwelling building permits is 3,019.

The Prince George’s County Fire Department has 44 stations with a career staff of more than 800 individuals and a volunteer force of 2,000 members. There are 1,200 active emergency responders. In 2007, Prince George’s County Fire Department responded to nearly 127,000 calls for service(7). ❖

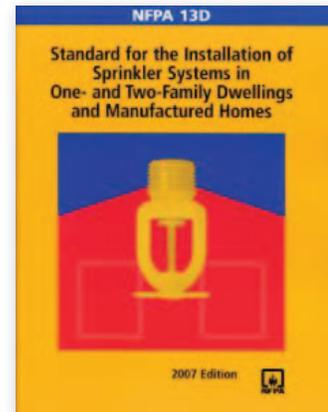
# Prince George's County Residential Sprinkler Ordinance

In 1987, Prince George's County signed a mandatory fire sprinkler law for all residential structures. This law covered every type of residential dwelling from multi-structures to townhomes to one- and two-family structures.



This law was to be phased in over the next five years with the final phase requiring all newly constructed single-family structures to be protected by an NFPA 13D fire sprinkler system(1).

The ordinance was phased as follows: one- and two-family model homes were to feature residential fire sprinklers by February 1, 1988. All newly constructed multi-family structures were to have residential fire sprinklers installed by January 1, 1989. In the final phase, January 1, 1992, all newly constructed single-family homes were to be fully protected by an NFPA 13D residential sprinkler system (1). ❖



## Statistical Comparisons

This report consolidates the data collected from Prince George's County Fire Department. The fire department tracked each sprinkler activation by dispatching an on-duty Fire Marshal to the scene. The Fire Marshal was required to complete a Sprinkler Activation Report, which included the type of structure, documentation of the number of sprinklers activated, the potential cause, the type of sprinkler system, the room(s) involved, total dollar value of the property, the estimated dollar loss, and the number of residents present in the structure during activation.

From the years 1992 to 2007, Prince George's County recorded a total of 13,494 single family/townhouse fires and 245 of those were protected by fire sprinkler systems. In those 245 incidents, no deaths were recorded and only six injuries were reported. In the 13,249 fires that occurred in homes that were not protected by sprinklers, 101 residents were killed and 328 were injured. Fire deaths in residential dwellings made up 89% of the fire deaths in Prince George's County during the years.

Four hundred forty-six persons were present in the structures at the time of sprinkler activation. According to the NFPA, the most vulnerable time of day for home fire deaths is between the hours of 10:00 p.m. and 6:00 a.m. Eighty-one occupants were present in their homes during this time period. Another 294 residents were home at the time of sprinkler activation between the hours 6:00 a.m. and 9:59 p.m. Seventy-one residents were home during activation at unrecorded times.

During the study period, there were 45 recorded residential fire deaths between the hours of 6:00 a.m. and 9:59 p.m., 38 recorded residential fire deaths between 10:00 p.m. and 5:59 a.m. and 18 recorded residential fire deaths where the timeframe was not known in residences without sprinklers.

### Fire Deaths and Fire-Related Injuries



These findings clearly show the benefits of an automatic sprinkler system. The most compelling data is that no deaths occurred in any fire where a fire sprinkler system was present. In a tragic contrast, 101 people lost their lives to fires in nonsprinklered home fires during the same period. When one looks at the large number of residents present during fires in sprinklered homes, the protective value of home fire sprinklers is underestimated even more. These residents would have been at a much higher risk of death due to flame and smoke spread had their residences not been sprinklered.

In some of the cases analyzed, residents were impaired or asleep at the time of the fires and were awakened by fire crews. In these instances, the sprinkler system's ability to keep the fire controlled with just one or two sprinklers allowed responding fire crews to rescue the residents in a

## Statistical Comparisons *(continued)*

less hazardous environment. In 96 percent of the 245 reported fire-related sprinkler activations only one or two sprinklers operated.

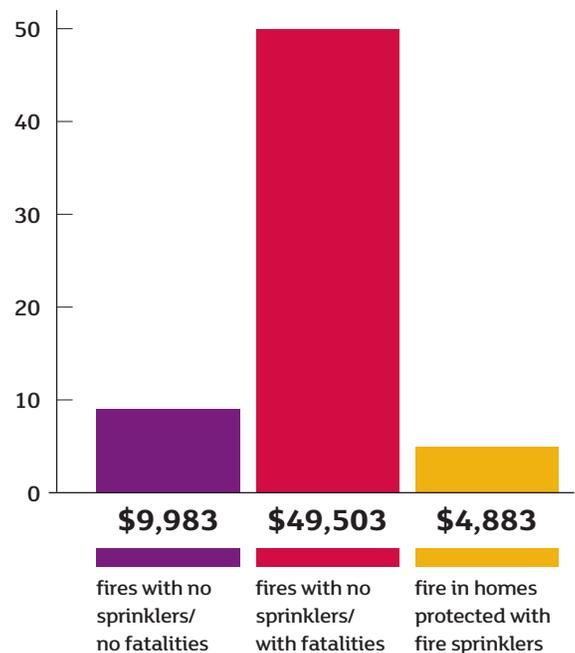
Another important advantage of home fire sprinklers is property protection. From the years 1992 to 2007, Prince George's County Fire Department recorded fire loss for single-family homes and townhouses at \$134,711,199. Property loss from the 245 activated sprinkler events was \$1,352,820. The average loss per event in a structure that did not have a sprinkler system installed averaged \$9,983 per incident. The average fire loss in a structure that was not protected by a sprinkler system and resulted in a fatality came to \$49,503. The average loss for a sprinklered single-family/townhouse structure was \$4,883 per event. (See chart.) This cut the property loss by almost one-half in single-family and townhouse residences and is at least 10 times less than a fatal non-sprinklered residential fire.

The average water output of a residential fire sprinkler is between 13-15 gallons per minute. The average flow from a fire hose is 95 to 200 gallons per minute, under high pressure. Obviously, the activation of a fire sprinkler will create far less water damage.

Another benefit to the residents of Prince George's County is lower insurance costs for homeowners. Having a home fire sprinkler system helps protect the structure and its contents, lowering the replacement risk of the dwelling. When the sprinklered housing stock increases, the overall fire loss will decrease, which potentially decreases the insurance premiums for everyone.

The cost of installing a residential fire sprinkler system has long been debated. A 2008 study by the Fire Protection Research Foundation showed

**Average Property Loss Per Incident**



that the national average cost for fire sprinkler installation is \$1.61 per sprinklered square foot. In the report, the average median sprinkler-protected area of a new construction single-family home is 4,124 square foot, which makes the cost of a full NFPA 13D system \$6,640 for an average sprinklered structure(4). The Research Foundation study used Prince George's County as one of Its models and showed that within five years of the ordinance being enacted, the average installation cost dipped below \$1.00 per square foot. At this price point, sprinkler installation should be less than a 5 percent increase over the entire cost of construction for the single-family structure. ❖

## Conclusion

This study shows numerous benefits that residential fire sprinklers provide to the public. Prince George's County's residential sprinkler ordinance has had a significant impact on life safety and reduction of property damage. Prince George's County's experience of suffering no loss of life in a sprinklered home should provide ample justification for other jurisdictions throughout the country to pass similar ordinances. ❖

## References

- 1 **Residential Sprinklers: One Community's Experience Twelve Years after Mandatory Implementation**  
*Fire Chief Ron Siarnicki, Prince George's County Fire Department, January 2001.*
- 2 Source: **National Fire Protection Association: Fire Loss in the U.S. 2007** and **USFA's Firefighter Fatalities in the United States in 2007**
- 3 **Automatic Sprinklers: A 10-Year Study**  
*City of Scottsdale, AZ, Rural/Metro Fire Department and the Home Fire Sprinkler Coalition, 1997.*
- 4 **Home Fire Sprinkler Cost Assessment**  
*The Fire Protection Research Foundation, Newport Partners, 2008.*
- 5 <http://www.realestatemapsmdva.com/princegeorges.shtml>
- 6 <http://www.quickfacts.census.gov/qfd/states/24/24033.html>
- 7 <http://www.co.pg.md.us/Government/PublicSafety/Fire-EMS/index.asp>

**CITY OF KIRKLAND**123 Fifth Avenue, Kirkland, WA 98033 425.587.3000  
www.ci.kirkland.wa.us

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**MEMORANDUM**

**To:** Marilynne Beard, Interim City Manager

**From:** Ellen Miller-Wolfe, Economic Developer Manager

**Date:** May 6, 2010

**Subject:** Touchstone Corporation Request to Begin Discussions Regarding a Development Agreement

**RECOMMENDATION:**

That the City Council authorizes staff to enter into discussions with Touchstone Corporation and its consultants regarding a development agreement for the redevelopment of Parkplace, seeking input from Council as the process moves forward and authorize funding in the amount of \$20,000 for specialized legal and financial consulting services.

**BACKGROUND:****Abbreviated Project History**

In July, 2007, the City passed a resolution that, among other things, indicated the Council would be open to considering a development agreement for Parkplace subject to the processing of a Private Amendment Request (PAR) and only after zoning was in place. The resolution went on to enumerate that any financial participation by the City would require the demonstration of sufficient public benefit by Touchstone that could be funded underwrite by new revenue generated by the project including revenues from construction sales tax; increased property tax; admissions tax; etc.

Design review on the project is expected to conclude this summer. Supplements to the Environmental Impact Statement also are projected to be finished at that time with subsequent adoption of zoning or ratification of existing zoning anticipated by Planning Commission and Council in the fall.

**Touchstone Request**

In April, 2010, Touchstone Corporation approached the City and requested that discussions move forward regarding a development agreement. Touchstone would like the development agreement to address financial and logistical issues. Touchstone is suggesting a fall date for completion of the development agreement in conjunction with the conclusion of the Design Review Board process and zoning approval. A copy of a letter from Touchstone Development is attached to this memo.

Possible Council Considerations

Consulting services to assist the City in the analysis of the financial feasibility of the project together with specialized legal services to work on the development agreement will be required. A fiscal note is attached recommending use of the Council Special Projects Reserve to cover these preliminary expenditures.

The Council may want to suggest some areas of analysis that should be undertaken along with the financial feasibility study. These might include a complete analysis of phasing to properly understand impacts, revenue streams and whether critical mass is achieved in each phase to ensure financial success. The Council also may wish to outline a process for moving forward including opportunities for public involvement. It is suggested that the first Council meeting in July could serve as a Parkplace study session.



May 7, 2010

RE: Kirkland Parkplace

Members of the City Council,

The Parkplace project is now under design review and we hope to begin construction as soon as practicable. It is typical, for a project of this size, to execute a development agreement with the City, which creates a framework for cooperation on financial, logistical and other aspects of the project. Furthermore, our initial conversations with the City when we acquired the project contemplated just such an agreement.

Given the timelines we are working toward, and our increasing certainty with respect to design specifics of the project, it makes sense to begin the work on a development agreement now.

We respectfully ask that you authorize City staff to begin work with us on this agreement. We would be happy to work with staff to update you periodically on its progress, with the intent of submitting it for your final review in the fall of 2010.

We look forward to working with you and staff on this essential component of moving the Parkplace project to fruition.

Best regards,

A handwritten signature in blue ink, appearing to read "D. Howe".

Douglas Howe



**FISCAL NOTE**

*CITY OF KIRKLAND*

Source of Request							
Ellen Miller-Wolfe, Economic Development Manager							
Description of Request							
Request for \$20,000 from the Council Special Projects Reserve for specialized legal and financial consulting services related to the Parkplace development agreement.							
Legality/City Policy Basis							
Fiscal Impact							
<b>One-time use of \$20,000 of the Council Special Projects Reserve.</b> The reserve is able to fully fund this request.							
Recommended Funding Source(s)							
<b>Reserve</b>	Description	2010 Est End Balance	Prior Auth. 2009-10 Uses	Prior Auth. 2009-10 Additions	Amount This Request	Revised 2010 End Balance	2010 Target
	Council Special Projects Reserve	271,960	116,676	80,000	20,000	215,284	247,900
	2009-2010 Prior Authorized Uses of this reserve include: \$2,000 for Council Retreat facilitator, \$26,000 for federal lobbyist services, \$25,000 for Neighborhood Connections program, \$20,000 for Hopelink's relocation, \$13,770 for the Flexpass alternative program, \$5,000 for Council requested special investigation, \$12,506 for the Bank of America review, and \$12,400 for Medical Transport consultant fee. 2009-10 Prior Authorized Additions include: \$80,000 transfer from General Fund approved by Council on April 20, 2010.						
<b>Revenue/Exp Savings</b>							
<b>Other Source</b>							
Other Information							

Prepared By	Neil Kruse, Senior Financial Analyst	Date	May 7, 2010
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## **CITY OF KIRKLAND**

**Finance and Administration Department – City Clerk Division**

123 Fifth Avenue, Kirkland, WA 98033 425.587.3100

[www.ci.kirkland.wa.us](http://www.ci.kirkland.wa.us)

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### **MEMORANDUM**

**To:** Marilynne Beard, Interim City Manager

**From:** Tracey Dunlap, Director of Finance and Administration  
Kathi Anderson, City Clerk

**Date:** May 6, 2010

**Subject:** Voting Delegates - Association of Washington Cities Annual Conference and Business Meeting, June 23-25, 2010, Vancouver, WA

### **RECOMMENDATION**

City Council designates three voting delegates to represent the City of Kirkland at the Association of Washington Cities (AWC) Annual Business Meeting.

### **BACKGROUND DISCUSSION**

The AWC annual business meeting will be held Friday, June 25, 2010, 10:30 a.m. – Noon, at the Hilton Vancouver Conference Center, in Vancouver, WA. Should the City Council wish to participate in the meeting, the voting delegates will need to be designated and their names must be filed with the AWC.

The City of Kirkland is eligible to designate three voting delegates. The delegate or proxy must be present at the meeting to cast a vote. The recommended action is consistent with Council practice.

**CITY OF KIRKLAND****Planning and Community Development Department**  
123 Fifth Avenue, Kirkland, WA 98033 425.587-3225  
[www.ci.kirkland.wa.us](http://www.ci.kirkland.wa.us)

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**MEMORANDUM**

**To:** Marilyne Beard, Interim City Manager

**From:** Eric Shields, Planning Director  
Jeremy McMahan, Planning Supervisor

**Date:** May 7, 2010

**Subject:** Correspondence Regarding Downtown Retail Zoning

**RECOMMENDATION**

Review the attached letter from Andy Loos (Attachment 1) and discuss a response from the City Council.

**BACKGROUND**

The letter from Mr. Loos requests that the City consider the following with upcoming code amendments:

- Retail uses for all areas of downtown except Park Lane shall include professional services and office uses.
- Reduction of traffic impact fees.

Staff has met with Mr. Loos and two other property owners and discussed the 2010 task in the adopted Planning Work Program to consider adding flexibility on retail use requirements for "end-of-block" retail spaces. This is scheduled to be considered in Phase II of miscellaneous code amendments, with review by the Planning Commission scheduled to start this summer and hearings in the fall. Mr. Loos is requesting that the City Council broaden this Work Program task. Given the current real estate market, the property owners have stated that they are interested in near-term amendments that do not require a Comprehensive Plan amendment (see policy discussion below).

Although the letter could imply that the ground floor retail restrictions were part of recent zoning code changes, it should be noted that some form of ground floor retail restrictions have been in place in the downtown core for over 30 years. The most recent amendments prohibited banks in CBD 1 on Park Lane and Lake Street and added specificity on retail depth requirements.

Regarding impact fees, the Public Works Department is considering amendments that would treat the downtown area more like a shopping center, with a single rate rather than tracking changes in individual tenants. This topic is being discussed by the Council's Economic Development Committee (EDC) and staff is scheduled to review options and financial implications with the EDC on May 24<sup>th</sup>.

## **POLICY CONSIDERATIONS**

Ground floor use restrictions in the downtown are based on Comprehensive Plan policies that set the vision for the type of downtown envisioned by the community. The vision and policy direction for the downtown area are found in the Downtown Plan section of the Moss Bay Neighborhood Plan (Attachment 2). The attached copy of the Downtown Plan highlights policy direction for ground floor use regulations. Note that some policies and implementing regulations provide specific development incentives (increased height and reduced setbacks) to facilitate the creation of retail. Allowing office uses outright in retail-restricted areas would be a fundamental shift in vision and policy for the downtown. Such a shift would require the City to amend the Comprehensive Plan.

Zoning restrictions are a common Main Street tool where, absent the central ownership control of a shopping mall to require complementary uses through leases, the City establishes use restrictions. A map of CBD zones with a summary of retail requirements is included as Attachment 3.

If Council wishes to address the near-term retail concern raised by Mr. Loos, the key question will be to what extent the Zoning Code can be amended while remaining true to the Comprehensive Plan. Public process will be another consideration. To the extent that changes in retail requirements are contemplated, the associated public process should be commensurate with the change. In addition to the involvement of property owners, downtown retailers, Kirkland residents, the Kirkland Downtown Association, and the Chamber of Commerce are potential stakeholders.

## **DISCUSSION QUESTIONS**

Below are some question intended to help facilitate Council discussion of the request:

- Is the current leasing market for retail a short term issue or a long term issue?
- How are other communities addressing the economic downtown with their retail requirements?
- Can we ensure that existing retailers are not harmed by potential changes?
- Should the City regulate ground floor use or should uses be left to the market?
- Which of the following best describes the Downtown's retail potential?
  - Downtown has limited retail potential, regardless of current economic climate.
  - Downtown has great retail potential, just needs time to come out of the regional and national economic downturn.
  - Downtown has great retail potential, just needs parking/incentives/collaboration/anchor retail, other see [Hovee Report](#)).

## **ALTERNATIVE ACTIONS**

1. Minor adjustments to retail requirements (currently on 2010 Work Program)

*Previous Work Program discussions with the Planning Commission and City Council have focused on minor adjustments to retail requirements that would not trigger amendments to the Comprehensive Plan. One consideration will be the "end-of-block" retail issue.*

2. Broaden 2010 Work Program without amending the Comprehensive Plan

*The Council could ask staff and the Planning Commission to expand the Work Program to consider additional loosening of retail requirements. One example would be to review other codes and classifications for additional service uses that would be acceptable in the affected zone.*

3. Amend the Comprehensive Plan and revise regulations based on policy changes

*The Council could either direct a revisiting of the subject portions of the Downtown Plan or could reprioritize the Moss Bay Neighborhood Plan to occur earlier than scheduled. This alternative could not be completed in 2010.*

Attachments:

1. Letter from Andy Loos
2. Downtown Plan
3. CBD Map

May 3, 2010

To: Kirkland City Council  
Mayor Joan McBride  
Deputy Mayor Penny Sweet  
Council Member Jessica Greenway  
Council Member Dave Asher  
Council Member Bob Sternhoff  
Council Member Doreen Marchione  
Council Member Amy Walen

RE: Downtown Retail Zoning

Dear Ms. McBride and Council:

I am representing a group of commercial property and business owners in downtown Kirkland in an effort to bring attention to the plight we face in the downtown core.

There has been an ongoing effort over the years to incentivize and encourage retail establishments in downtown Kirkland. The comprehensive plan envisions a diverse and active retail environment, but one that, we have not been able to achieve. Scores of meetings, consultants and well-intentioned City Councils, residents, staff and commercial property owners have all struggled to find the solutions to our under-performing downtown.

There is no simple solution to creating a vibrant downtown as we deal with a myriad of issues including our difficult access due to a street grid that has limited capacity, the lack of parking at peak times, our reliance upon “mom and pop” retail establishments (except banking) which are subject to high failure rates and our retail make-up which results in even our residents going to Redmond and Bellevue to shop and dine.

All of us want a mix of goods and services in our downtown core. Over the last couple of years there has been much discussion on the definition of “retail”. The Bank of America situation highlighted the ambiguity in the code and as a result the City adopted the new zoning code which narrowly defined retail uses for ground floor spaces in downtown Kirkland. The Kirkland Staff is currently drafting a plan that will further define acceptable retail uses in specific segments of downtown.

Several commercial property owners joined Joe Castleberry and me in meeting with the City Staff where we expressed our concerns about limiting retail uses in downtown Kirkland. We, as commercial property owners, have a bundle of rights that are being eroded in the face of difficult economic conditions. We contend that every new rule, mitigation fee and zoning restriction affects our ability to market and lease our properties and attract viable businesses to Kirkland.

We support a modification of the zoning code changes that were adopted last year. We would ask that the Staff include the following modification in their upcoming recommendations for downtown retail uses.

1. Retail uses for all areas of downtown except Park Lane shall include professional service and office uses. We visualize that these service businesses would have open window displays, inviting lobbies and not just blank wall facades. These service businesses would contribute to the environment that enables traditional retail to thrive. This change is what downtown Kirkland desperately needs. This provision would allow for physical therapists, chiropractors, dentists, architects and other professional office uses. We see no difference between these uses and a hair salon, nail salon or barber shop- all of which are permitted.
2. We would also ask that traffic mitigation or impact fees be reduced to enable prospective businesses to open in Kirkland. Our fees are currently a major impediment to new retailers. We understand that Kirkland Public Works is working on a project to change these fees to be a more shopping center or cluster oriented structure. If this study results in a substantial reduction in these impact fees, then we would applaud the effort. In 2007 Kirkland's road impact fee for general retail was 84 cents per square foot. In 2008 the impact fee increased to \$3.13 per square foot (an increase of 272%). The fee increased again in 2009 to \$3.49 per square foot (another increase of 11%). Restaurants were \$5.56 in 2007, \$19.78 in 2008 and \$22.04 in 2009 – a 400% increase in three years.

We don't believe these actions, restricting retail uses and increasing impact fees, are sending the message to prospective tenants that Kirkland is "open for business". Yes, with no Business and Occupation tax we hope to encourage business investment but the B&O tax is based upon revenue which is taxed once a business is operating. Impact fees are a capital cost which is much tougher for them to justify when opening a new location.

We contend that the addition of professional office uses in the downtown will do the following:

1. Fill currently vacant retail spaces with high-value tenants instead of vacant storefronts
2. These expanded office service uses will NOT add to the parking problem since they typically are not using parking during peak hours.
3. The expanded uses will add employees and clients to the daytime hours in downtown which is typically our slow period. And these employees and clients will support neighboring retail uses.
4. The expanded uses will also provide stable employment in the downtown at a time when office development is non-existent.

We'd all like to fill our downtown with cute shops and restaurants but that is not realistic. Our location and waterfront is a draw for the restaurants in our downtown but our infrastructure can only support so many of them. We can't accommodate an entire downtown of restaurants and cafes. Our local retail shops must compete with national

and regional retailers in dynamic area malls which include entertainment and a wide variety of shopping experiences. The market has clearly spoken to us about what can succeed in Kirkland.

We propose amending the staff report on ground-related retail uses to include professional service and office uses and also to request a substantial reduction in mitigation or impact fees.

We would welcome the opportunity to meet and discuss these issues at your convenience.

Thank you.

Andy Loos  
Representing SRM Development for  
Merrill Gardens at Kirkland  
RD Merrill at 101 Kirkland Avenue

## XV.D. MOSS BAY NEIGHBORHOOD

### 3. DOWNTOWN PLAN

#### A. VISION STATEMENT

Downtown Kirkland provides a strong sense of community identity for all of Kirkland. This identity is derived from Downtown's physical setting along the lakefront, its distinctive topography, and the human scale of existing development. This identity is reinforced in the minds of Kirklanders by Downtown's historic role as the cultural and civic heart of the community.

Future growth and development of the Downtown must recognize its unique identity, complement ongoing civic activities, clarify Downtown's natural physical setting, enhance the open space network, and add pedestrian amenities. These qualities will be encouraged by attracting economic development that emphasizes diversity and quality within a hometown setting of human scale.

#### B. LAND USE

***A critical mass of retail uses and services is essential to the economic vitality of the Downtown area.***

The Downtown area is appropriate for a wide variety of permitted uses. The area's economic vitality and identity as a commercial center will depend upon its ability to establish and retain a critical mass of retail uses and services, primarily located west of 3rd Street. If this objective is not reached, it relegates the Downtown to a weaker and narrower commercial focus (i.e., restaurants and offices only) and lessens the opportunities and reasons for Kirklanders to frequent the Downtown.

The enhancement of the area for retail and service businesses will best be served by concentrating such uses in the pedestrian core and shoreline districts and by encouraging a substantial increase in the amount of housing and office floor area either within or adjacent to the core. In implementing this land use concept as a part of Downtown's vision, care must be

taken to respect and enhance the existing features, patterns, and opportunities discussed in the following plan sections on urban design, public facilities, and circulation.

***Land use districts in the Downtown area are identified in Figure MB-3.***

Figure MB-3 identifies five land use districts within the Downtown area. The districts are structured according to natural constraints such as topographical change, the appropriateness of pedestrian and/or automobile-oriented uses within the district, and linkages with nearby residential neighborhoods and other commercial activity centers.

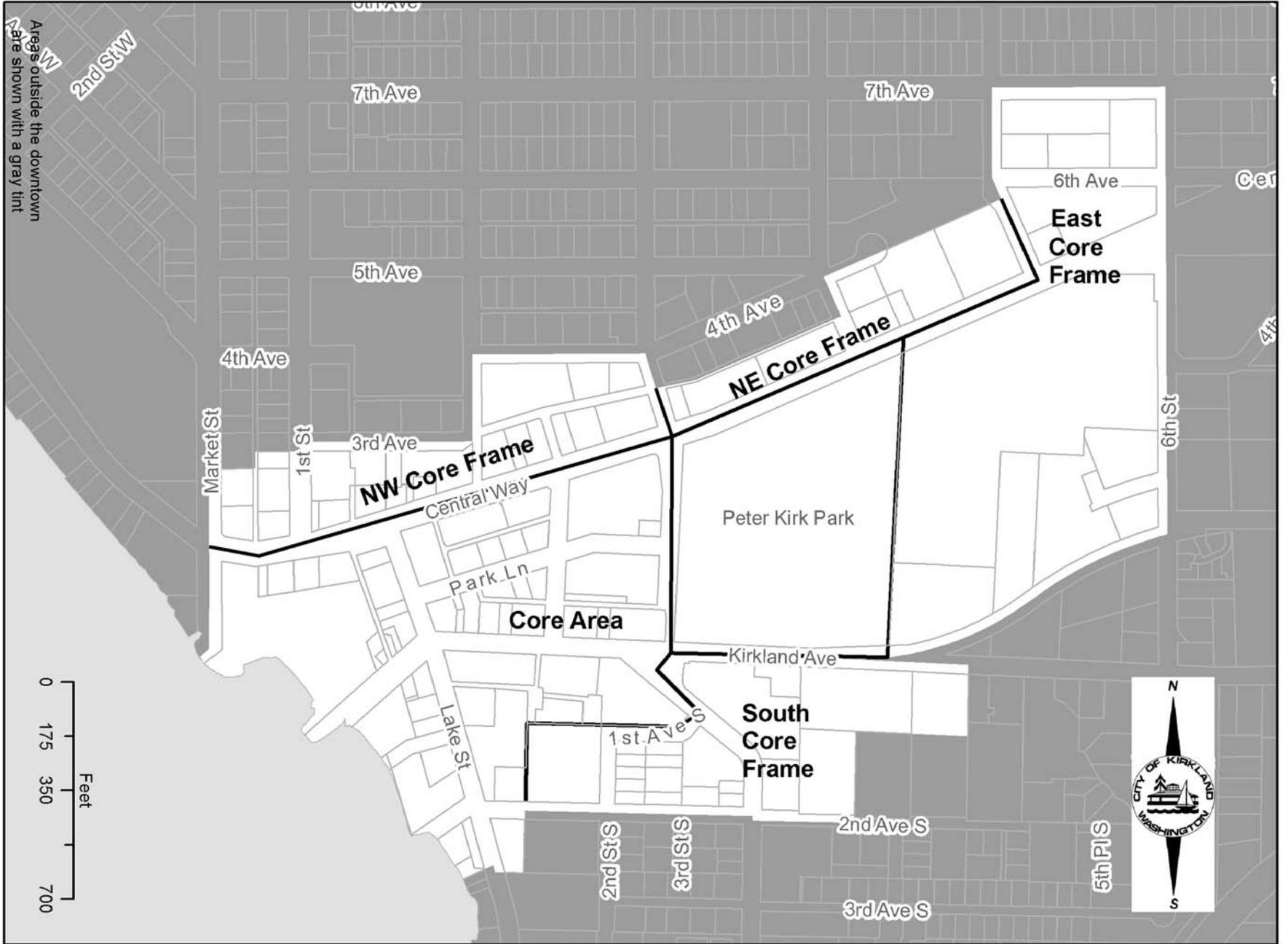
#### CORE AREA

***Pedestrian activity in the core area is to be enhanced.***

The core area should be enhanced as the pedestrian heart of Downtown Kirkland. Land uses should be oriented to the pedestrian, both in terms of design and activity type. Appropriate uses include retail, restaurant, office, residential, cultural, and recreational.

Restaurants, delicatessens, and specialty retail shops, including fine apparel, gift shops, art galleries, import shops, and the like constitute the use mix and image contemplated in the Vision for Downtown. These uses provide visual interest and stimulate foot traffic and thereby provide opportunities for leisure time strolling along Downtown walkways for Kirklanders and visitors alike.

Figure MB-3: Downtown Land Use Districts



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### 3. DOWNTOWN PLAN

***Drive-through facilities and ground-floor offices are prohibited.***

The desired pedestrian character and vitality of the core area requires the relatively intensive use of land and continuous compact retail frontage. Therefore, automobile drive-through facilities should be prohibited. Similarly, office uses should not be allowed to locate on the ground level. These uses generally lack visual interest, generate little foot traffic, and diminish prime ground floor opportunities for the retail uses that are crucial to the ambiance and economic success of the core area.

The attractiveness of the core area for pedestrian activity should be maintained and enhanced. Public and private efforts toward beautification of the area should be promoted. Mitigation measures should be undertaken where land uses may threaten the quality of the pedestrian environment. For example, in areas where take-out eating facilities are permitted, a litter surcharge on business licenses should be considered as a means to pay for additional trash receptacles or cleaning crews.

***The creation and enhancement of public open spaces is discussed.***

Public open spaces are an important component of the pedestrian environment. They provide focal points for outdoor activity, provide refuge from automobiles, and stimulate foot traffic which in turn helps the retail trade. The establishment and use of public spaces should be promoted. Surface parking lots should be eliminated in favor of structured parking. In the interim, their role as one form of open area in the Downtown should be improved with landscaped buffers adjacent to rights-of-way and between properties. Landscaping should also be installed where rear sides of buildings and service areas are exposed to pedestrians.

A high-priority policy objective should be for developers to include only enough parking stalls in their projects within the core area to meet the immediate need and to locate the majority of their

parking in the core frame. This approach would reserve the majority of core land area for pedestrian movement and uses and yet recognize that the adjacent core frame is within a very short walk.

The City should generally avoid vacating alleys and streets in the core area. The existing network of street and alleys provides a fine-grained texture to the blocks which allows service access and pedestrian shortcuts. The small blocks also preclude consolidation of properties which might allow larger developments with less pedestrian scale. Vacations may be considered when they will not result in increased building mass and there is a substantial public benefit. Examples of public benefit might include superior pedestrian or vehicular linkages, or superior public open space.

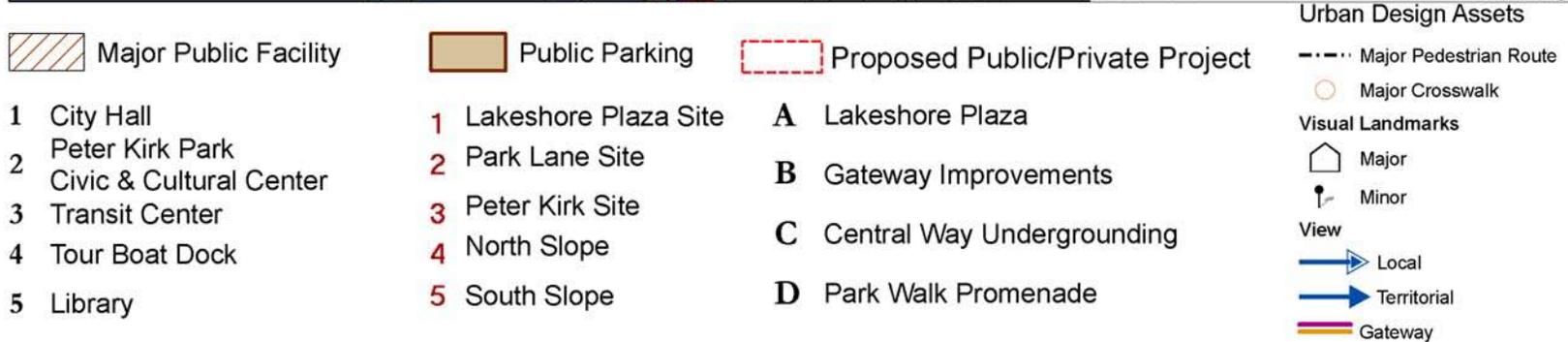
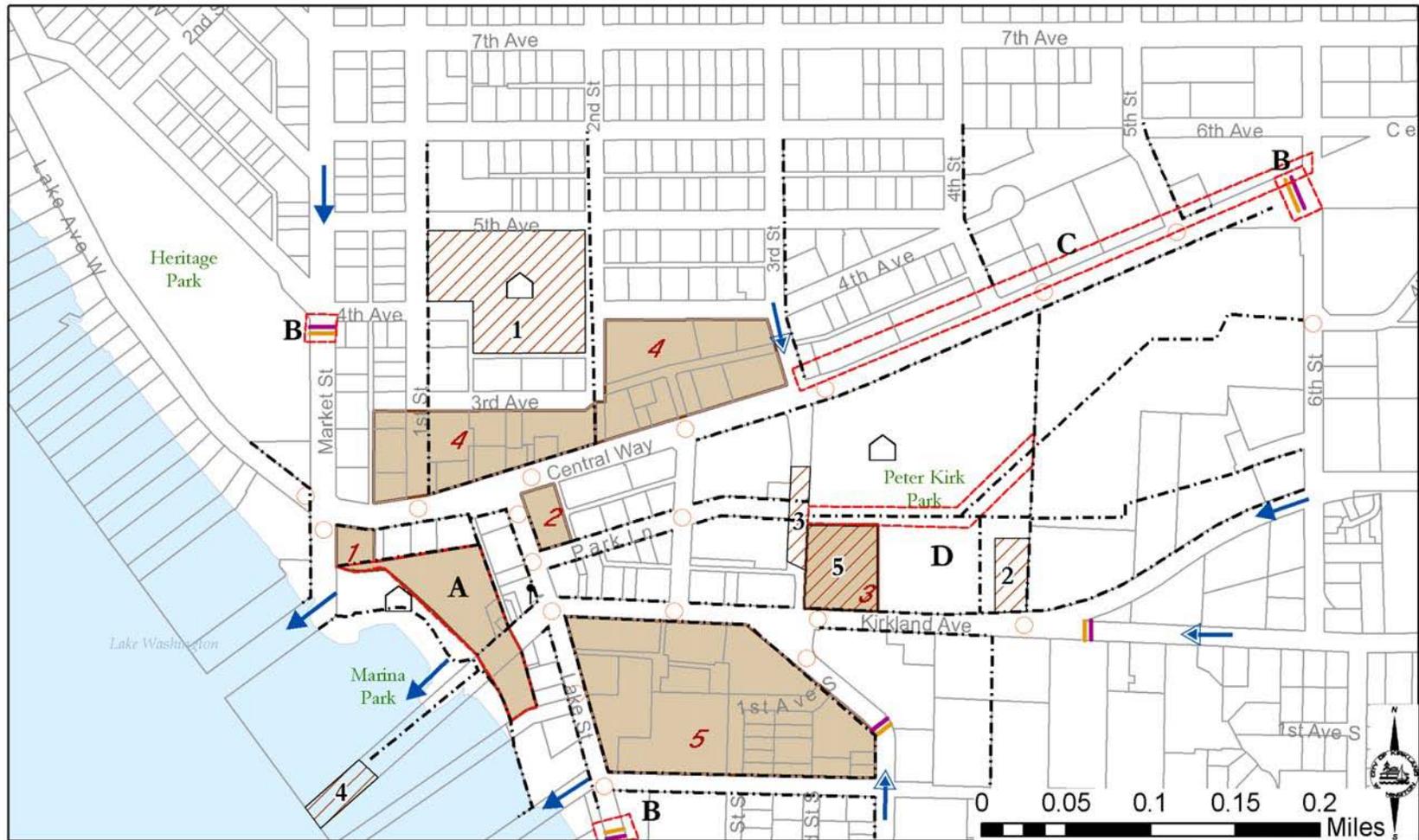
#### ***NORTHWEST CORE FRAME***

***Office and office/multifamily mixed-use projects are appropriate in the Northwest Core Frame.***

The Northwest Core Frame includes the area south of City Hall and north of the core area. This area should develop with office, or office/multifamily mixed-use projects, whose occupants will help to support the commercial establishments contained in the core. Retail and restaurant uses are desirable; provided, that they have primary access from Central Way.

This area presents an excellent opportunity for the development of perimeter parking for the core area and is so shown in the Downtown Master Plan (Figure MB-4). Developers should be encouraged to include surplus public parking in their projects, or to incorporate private parking “transferred” from projects in the core or funded by the fee-in-lieu or other municipal source. While pedestrian pathways are not as critical in this area as they are in the core, drive-through facilities should nevertheless be encouraged to locate elsewhere, to the east of 3rd Street.

Figure MB-4: Downtown Master Plan



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#### **NORTHEAST CORE FRAME**

***A broad range of commercial uses should be encouraged in the Northeast Core Frame.***

The Northeast Core Frame currently contains the bulk of the Downtown area's automobile-oriented uses. Redevelopment or new development in this area should be encouraged to represent a broader range of commercial uses.

Future development should set the bulk of structures back from the street while providing low, one-story retail shops at the edge of the sidewalk. Development should also underground utilities, and incorporate parking lot landscaping and a reduction in lot coverage in site design. This will present an open, green face to Central Way and, in conjunction with Peter Kirk Park on the south side of the street, create a tree-lined boulevard effect as one approaches the core area from the east.

#### **EAST CORE FRAME**

***Development in the East Core Frame should be in large, intensively developed mixed-use projects.***

The East Core Frame is located east of Peter Kirk Park, extending from Kirkland Way northerly to 7th Avenue. The area includes the Kirkland Parkplace shopping center as well as several large office buildings and large residential complexes. South of Central Way, the area is largely commercial and provides significant opportunities for redevelopment. Because this area provides the best opportunities in the Downtown for creating a strong employment base, redevelopment for office use should be emphasized. Within the Parkplace Center site, however, retail uses should be a significant component of a mixed-use complex.

Limited residential use should be allowed as a complementary use.

The north side of Central Way, within the East Core Frame, has been redeveloped to nearly its full potential with high density residential uses.

#### **SOUTH CORE FRAME**

***Retail, office, and office/multifamily mixed-use projects are suitable for the South Core Frame.***

The South Core Frame immediately abuts the southern boundary of the core area. This area is suitable for retail, office, and office/multifamily mixed-use projects.

***Public parking may be provided in the South Core Frame.***

The South Core Frame, like the Northwest Core Frame, presents an excellent opportunity for the development of close-in public parking. Developers should be allowed to include surplus public parking in their projects in this area or to accommodate private parking transferred from the core or funded by fee-in-lieu or other municipal source.

The western half of the South Core Frame should develop more intensively than the eastern half of this area, due to its proximity to the Downtown core. The vacation of 1st Avenue South, west of 2nd Street South, and 1st Street South should be considered as a means of concentrating more intensive development to the west.

***Mitigation measures to reduce impacts on single-family residences may be required.***

As this area lies just north of an established single-family neighborhood, mitigation measures may be required to minimize the impacts of any new nonresidential development on these single-family homes. These measures may include the restriction of vehicle access to projects within the South Core Frame to nonresidential streets. Public improvements, such

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as physical barriers to restrict traffic flow in these areas, may be considered. The architectural massing of projects in this area should be modulated both horizontally and vertically to reduce their visual bulk and to reflect the topography which presently exists.

#### C. URBAN DESIGN

The urban design of Downtown Kirkland consists of many disparate elements which, together, define its identity and “sense of place.” This document provides policy guidelines for the design of private development and a master plan for the development of the public framework of streets, pedestrian pathways, public facilities, parks, public buildings, and other public improvements (see Figure MB-4).

The following discussion is organized into three sections:

- A. Downtown Design Guidelines and Design Review;
- B. Building Height and Design Districts; and
- C. The Image of the City: Urban Design Assets.

#### ***DOWNTOWN DESIGN GUIDELINES AND DESIGN REVIEW***

##### ***Mechanics of Design Review are described.***

The booklet entitled “Design Guidelines for Pedestrian-Oriented Business Districts,” which is adopted in Chapter 3.30 of the Kirkland Municipal Code, contains policy guidelines and concepts for private development in Downtown Kirkland. The booklet includes an explanation of the mechanics of the Design Review process to be used for all new development and major renovations in the Downtown area. The booklet entitled “Master Plan and Design Guidelines for Kirkland Parkplace” contains guidelines for the master planned development of the Kirkland Parkplace site (Design District 5A). Discretion to deny or condition a design proposal is based on specific Design Guidelines or a

master plan adopted by the City Council and administered by the Design Review Board and Planning Department. Design Review enables the City to apply the Guidelines in a consistent, predictable, and effective manner.

The Guidelines are intended to balance the desired diversity of project architecture with the equally desired overall coherence of the Downtown’s visual and historic character. This is to be achieved by injecting into each project’s creative design process a recognition and respect of design principles and methods which incorporate new development into Downtown’s overall pattern. The Guidelines would be applied to any specific site in conjunction with the policy guidance provided by the Downtown Master Plan and the following text regarding Design Districts.

The Design Review Process enables the City to require new development to implement the policy guidance contained in the Guidelines, the Master Plan for Downtown, and to protect and enhance the area’s urban design assets. A more complete description of how Design Review should operate is found in the Zoning Code.

#### ***BUILDING HEIGHT AND DESIGN DISTRICTS***

Figure MB-5 identifies eight height and design districts within Downtown Kirkland. The boundaries of these districts are determined primarily by the topographical characteristics of the land and the area’s proximity to other noncommercial uses.

##### ***Design District 1***

***Maximum building height in Design District 1 is between two and five stories, depending on location and use.***

This district is bordered by Lake Street, Central Way, 3rd Street, and generally 1st Avenue South. When combined with District 2, this area corresponds to the core area as shown in Figure MB-3.

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The maximum building height in this area should be between two and five stories with no minimum setback from property lines. Stories above the second story should be set back from the street. To preserve the existing human scale of this area, development over two stories requires review and approval by the Design Review Board based on the priorities set forth in this plan.

Buildings should be limited to two stories along all of Lake Street South to reflect the scale of development in Design District 2. Along Park Lane west of Main Street, Third Street, and along Kirkland Avenue, a maximum height of two stories along street frontages will protect the existing human scale and pedestrian orientation. Buildings up to three stories in height may be appropriate along Central Way to reflect the scale of development in Design District 8 and as an intermediate height where adequately set back from the street. A continuous three-story street wall should be avoided by incorporating vertical and horizontal modulations into the design of buildings.

The portions of Design District 1 designated as 1A in Figure MB-5 should be limited to a maximum height of three stories. As an incentive to encourage residential use of upper floors and to strengthen the retail fabric of the Core Area, a fourth story of height may be allowed. This additional story may be considered by the Design Review Board for projects where at least two of the upper stories are residential, the total height is not more than four feet taller than the height that would result from an office project with two stories of office over ground floor retail, stories above the second story are set back significantly from the street and the building form is stepped back at the third and fourth stories to mitigate the additional building mass, and the project provides superior retail space at the street level. Rooftop appurtenances and related screening should not exceed the total allowed height, and should be integrated into the height and design of any peaked roofs or parapets.

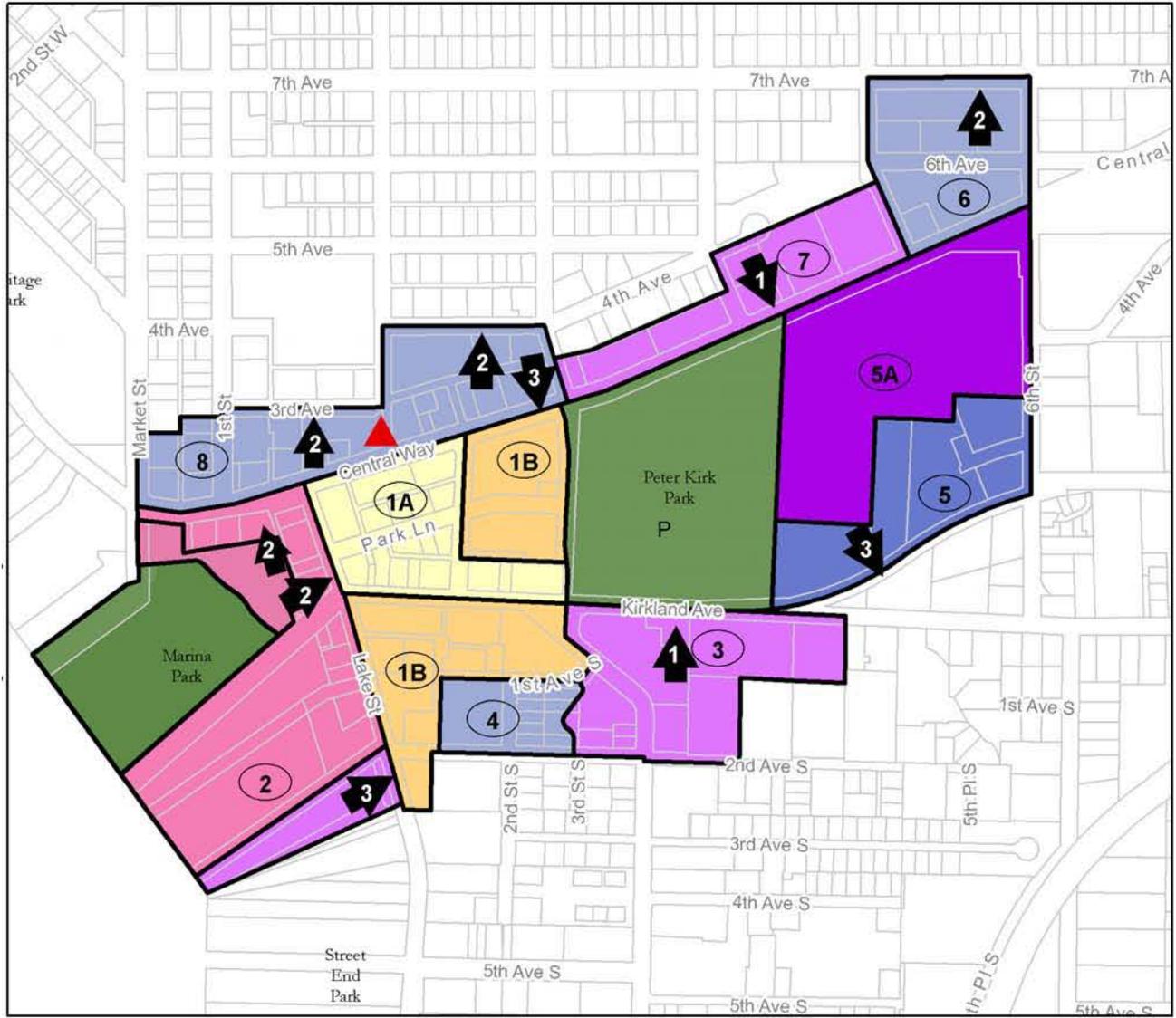
The portions of Design District 1 designated as 1B in Figure MB-5 provide the best opportunities for new development that could contribute to the pedestrian fabric of the Downtown. Much of the existing

development in these areas consists of older auto-oriented uses defined by surface parking lots and poor pedestrian orientation. To provide incentive for redevelopment and because these larger sites have more flexibility to accommodate additional height, a mix of two to four stories in height is appropriate. East of Main Street, development should combine modulations in building heights with modulations of facade widths to break large buildings into the appearance of multiple smaller buildings. South of Kirkland Avenue, building forms should step up from the north and west with the tallest portions at the base of the hillside to help moderate the mass of large buildings on top of the bluff. Buildings over two stories in height should generally reduce the building mass above the second story.

As with Design District 1A, an additional story of height may be appropriate in 1B to encourage residential use of the upper floors and to strengthen the retail fabric in the Core Area. This additional story may be considered by the Design Review Board for projects where at least three of the upper stories are residential, the total height is not more than one foot taller than the height that would result from an office project with three stories of office over ground floor retail, stories above the second story are set back significantly from the street and the building form is stepped back at the third, fourth, and fifth stories to mitigate the additional building mass, and the project provides superior retail space at the street level. Rooftop appurtenances and related screening should not exceed the total allowed height, and should be integrated into the height and design of any peaked roofs or parapets.

Design considerations of particular importance in this area are those related to pedestrian scale and orientation. Building design at the street wall should contribute to a lively, attractive, and safe pedestrian streetscape. This should be achieved by the judicious placement of windows, multiple entrances, canopies, awnings, courtyards, arcades, and other pedestrian amenities. Service areas, surface parking, and blank facades should be located away from the street frontage.

Figure MB-5: Downtown Height and Design Districts



**Maximum Number of Stories**  
(See text for specific allowances)

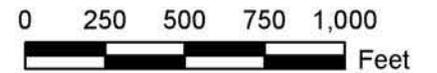
- 1-2
- 1A** 2-3\* [Discretionary Approval for Heights over 2 Stories]
- 1B** 2-4\* [Discretionary Approval for Heights over 2 Stories]
- 3
- 4
- 5** 3-5 [Discretionary Approval for Heights over 2 Stories Pursuant to KZC and Parkplace Master Plan and Design Guidelines]
- 5A** 3-8 [Discretionary Approval for Heights over 2 Stories Pursuant to KZC and Parkplace Master Plan and Design Guidelines]

\*One Additional Story Allowed for Upper Story Residential

# of Stories on street (height steps up from street)

# Design District

Height measured relative to slope



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### 3. DOWNTOWN PLAN

#### *Design District 2*

***One to three stories in building height above Central Way or Lake Street are appropriate in Design District 2, depending on location.***

This area is bordered by the shoreline, Central Way, Lake Street, and 3rd Avenue South. **This area serves as the link between Downtown and the lake and helps define the traditional pedestrian-oriented retail environment.** In addition, the existing low development allows public views of the Lake from many vantages around the Downtown and allows evening sun into the Downtown core. To emphasize this link and the traditional role, building heights in this area should remain low. Two stories above the street are appropriate along Central Way and south of Kirkland Avenue. Along Lake Street South between Kirkland Avenue and Central Way, buildings should be limited to one story above the street. Two stories in height may be allowed in this area where the impacts of the additional height are offset by substantial public benefits, such as through-block public pedestrian access or view corridors. Buildings over one story in this area should be reviewed by the Design Review Board for both design and public benefit considerations. These benefits could also be provided with the development of the Lakeshore Plaza project identified in the Downtown Master Plan (see Figure MB-4). Building occurring in conjunction with that project or thereafter should be reviewed in relation to the new context to determine whether two stories are appropriate. South of Second Avenue South, buildings up to three stories above Lake Street South are appropriate. Buildings over two stories should be reviewed by the Design Review Board to ensure an effective transition along the street and properties to the south.

As in District 1, pedestrian orientation is an equally important design consideration in District 2. In addition, improvements related to the visual or physical linkage between building in this area and the lake to the west should be incorporated in building design.

The public parking lot located near Marina Park at the base of Market Street is well suited for a parking structure of several levels, due to its topography. Incentives should be developed to encourage the use of this site for additional public parking.

#### *Design Districts 3 and 7*

***Maximum building height is three stories in Design Districts 3 and 7.***

These districts are east of 3rd Street, north of Central Way, and south of Peter Kirk Park. Maximum building height should be three stories, with a minimum front yard setback of 20 feet and maximum lot coverage of 80 percent. **Lower portions of projects with a pedestrian orientation should be allowed to encroach into the setbacks to stimulate pedestrian activity and links to eastern portions of the Downtown.** Street trees and ground cover are appropriate along Kirkland Avenue and Central Way. By keeping structures in this area relatively low-rise and set back from the street, views from upland residences can be preserved and the openness around Peter Kirk Park enhanced.

In Design District 3, the restriction of access points to nonresidential streets may be necessary in order to prevent a negative impact of development in this area on the single-family enclave which exists to the south.

#### *Design District 4*

***Maximum building height to be four stories.***

This district is located south of 1st Avenue South, east of 1st Street South. Land in this area is appropriate for developments of four stories in height.

The method for calculating building height should be modified for this area as described in the discussion of height calculation for structures in District 8. The

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opportunity to take advantage of substantial grade changes with terraced building forms also exists in the western half of District 4.

Vehicular circulation will be an important consideration in project design in this area. The restriction of access points to nonresidential streets in order to prevent a negative impact of development in this area on the single-family enclave which exists to the south may be necessary.

#### *Design District 5*

***Building heights of two to five stories are appropriate in Design District 5.***

This district lies at the east side of Downtown between Design District 5A and Kirkland Way. Maximum building height should be between three and five stories. The existing mix of building heights and arrangement of structures within the district preserves a sense of openness within the district and around the perimeter. Placement, size, and orientation of new structures in this district should be carefully considered to preserve this sense of openness. Buildings over two stories in height should be reviewed by the Design Review Board for consistency with applicable policies and criteria. Within the district, massing should generally be lower toward the perimeter and step up toward the center. Portions of buildings facing Kirkland Way and Peter Kirk Park should be limited to between two and three stories, with taller portions of the building stepped back significantly. Buildings over three stories in height should generally reduce building mass above the third story.

Buildings fronting Peter Kirk Park and the Performance Center should be well modulated, both vertically and horizontally, to ease the transition to this important public space. Buildings should not turn their backs onto the park with service access or blank walls. Landscaping and pedestrian linkages should be used to create an effective transition.

Design considerations related to vehicular and pedestrian access, landscaping, and open space are particularly important in this area. Within the district, a north-south vehicular access between Central Way and Kirkland Way should be preserved and enhanced with pedestrian improvements.

#### *Design District 5A*

***Building heights of three to eight stories are appropriate in Design District 5A.***

This district lies at the east side of Downtown between Central Way and Design District 5 and is commonly known as Parkplace. This property is distinguished from the remainder of Design District 5 by the following factors: it is a large parcel under common ownership; it is topographically distinct based on previous excavation to a level that is generally lower than Central Way and abutting properties to the south and east; it has frontage on Central Way; and it contains a mix of uses not found on other office or residential only properties in District 5. Design considerations related to vehicular and pedestrian access, landscaping, and open space are particularly important in this area. Within the district a north-south vehicular access between Central Way and Kirkland Way should be preserved and enhanced with pedestrian improvements.

**Redevelopment of this area should be governed by the Kirkland Parkplace Master Plan and Design Guidelines** as set forth in the Kirkland Municipal Code. Heights of up to eight stories are appropriate as an incentive to create a network of public open spaces around which is organized a dynamic retail destination. **Development under the Master Plan and Design Guidelines should guide the transformation of this district from an auto-oriented center surrounded by surface parking into a pedestrian-oriented center integrated into the community by placing parking underground; activating the streets with retail uses;** and creating generous pedestrian paths, public spaces and gathering places. Pedestrian connections to adjoining streets, Peter Kirk Park, and adjoining developments should be incorporated to facilitate the integration of the district into the neighborhood.

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Residential development could be designed to integrate into both the office/retail character of the zone and the active urban nature of Peter Kirk Park. Special attention to building design, size, and location should be provided at three key locations: at the intersection of Central Way and Sixth Street to define and enhance this important downtown gateway; along Central Way to respond to the context along the north side of the street; and facing Peter Kirk Park to provide a transition in scale to Downtown's central greenspace.

Because of the intensity of land use in 5A, the design of the buildings and site should incorporate aggressive sustainability measures, including low impact development measures, deconstruction, green buildings, and transportation demand management.

#### *Design District 6*

***Maximum building heights of two to four stories are appropriate for Design District 6.***

This large block of land located between 5th Street and 6th Street, north of Central Way, and south of 7th Avenue, is identified as a major opportunity site for redevelopment elsewhere in this document. Figure MB-6 contains a schematic diagram of design and circulation considerations that should be incorporated in the redevelopment of this district. Development of this district should be relatively intensive and should be physically integrated through pedestrian access routes, design considerations, and intensive landscaping.

Safe, convenient, and attractive pedestrian connections across the district should be provided. This path should be designed under a covered enclosure or arcade along the storefronts in this area. Visual interest and pedestrian scale of these storefronts will contribute to the appeal of this walkway to the pedestrian. A connection of this pathway to Central Way should be made, with a continuation of the overhead enclosure to unify this pedestrian route.

Design considerations related to vehicular and pedestrian access, landscaping, and open space are particularly important in this area. The intersection of 6th Street and Central Way is a prominent gateway to the Downtown. New development in this area should have a positive impact on the image of Kirkland and should be designed to enhance this entry.

A substantial building setback or mitigating design such as the site configuration on the south side of Central Way is necessary in order to preserve openness at this important gateway site. The northeast and southeast corners of this block should be set aside and landscaped to provide public open spaces or miniparks at these gateways. Side-yard setbacks, however, should be minimal to reduce the appearance of a building surrounded by a parking area.

The northern portion of this district should be developed in uses that are residential both in function and scale. Access to this portion of the site may be either from 7th Avenue or from one of the adjacent side streets. Some of the significant trees along 7th Avenue should be incorporated into the site design as a means of softening the apparent mass of any new structures and to provide additional elements of continuity facing the single-family residences along 7th Avenue. In addition, building mass should step down toward 7th Avenue and design consideration should be given to the massing and form of single-family homes to the north.

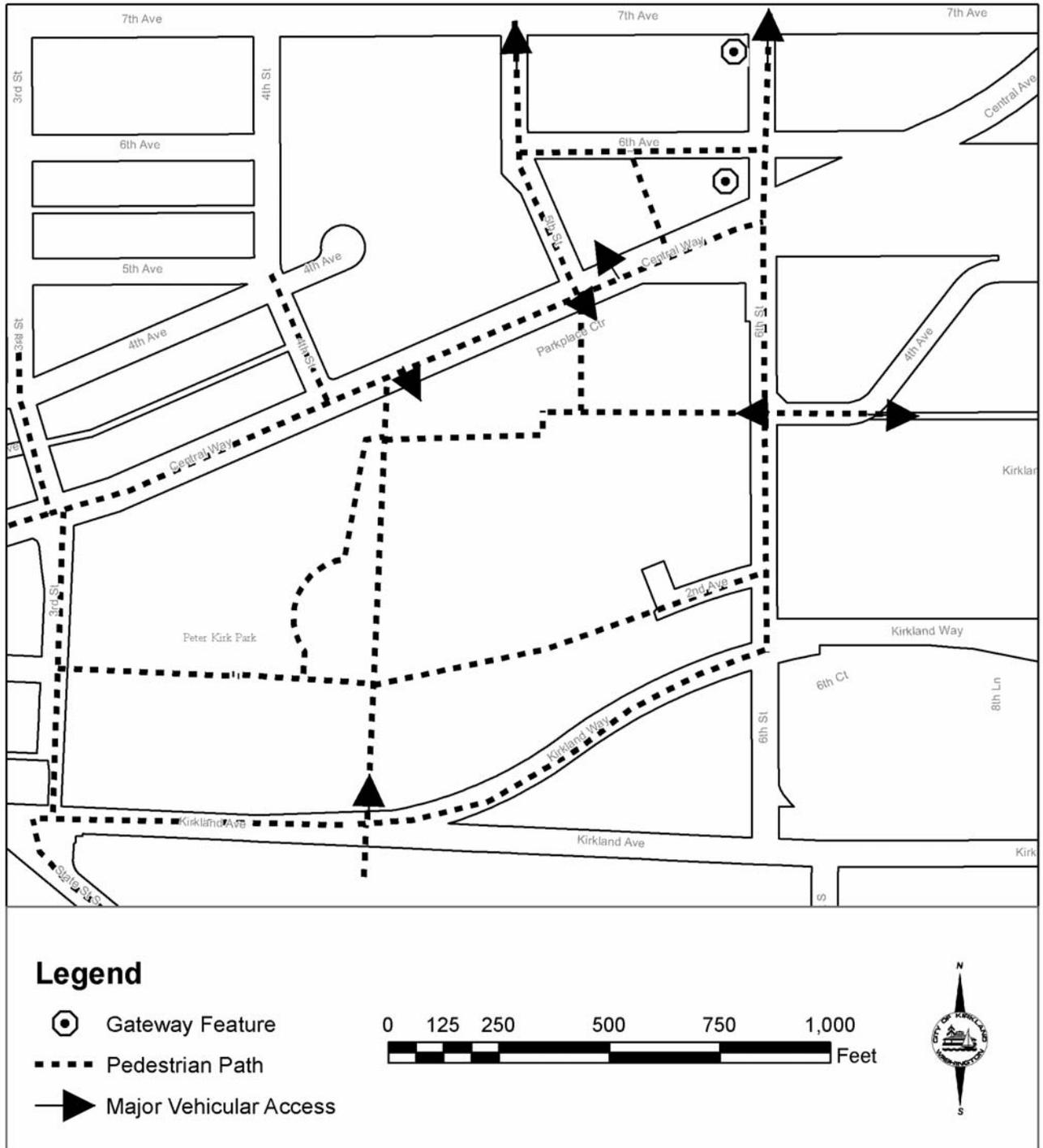
#### *Design District 8*

***Building heights of two to four stories are appropriate, depending on location.***

This district is located north of Central Way and south of 4th Avenue, between Market Street and 3rd Street. Maximum building height should be three stories abutting Central Way and two stories at 3rd and 4th Avenues. Structures which do not abut either of these streets should be allowed to rise up to four stories.

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**Figure MB-6: Design Districts 5 and 6 - Circulation and Gateways**

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#### ***Building height calculation should require terracing of building forms on sloped sites.***

Where dramatic elevation changes exist in this district, an innovative method of calculating height is appropriate. In order to encourage the terracing of building forms on the hillside, building height should be calculated relative to the ground elevation above which the individual planes of the structure lie. Additional bulk controls should apply to restrict the height within 100 feet of noncommercial neighborhoods to the same height allowed in the adjacent zone. Heights on the north side should step down to ease the transition to the core area and moderate the mass on top of the hillside.

Vehicular circulation to nonresidential portions of projects within this area should not occur on primarily residential streets. In addition, design elements should be incorporated into developments in this area which provide a transition to the residential area to the north.

#### ***THE IMAGE OF THE CITY: URBAN DESIGN ASSETS***

Many of Downtown's urban design assets are mapped on the Master Plan (Figure MB-4) or are discussed explicitly in the text of the Height and Design Districts or the Downtown Design Guidelines. The following text should read as an explanation and amplification of references made in those two parts of the Downtown Plan.

#### ***Visual Landmarks***

#### ***Lake Washington is a major landmark in Downtown Kirkland.***

The most vivid landmark in Downtown Kirkland is Lake Washington. The lake provides a sense of openness and orientation and is a prominent feature from two of the three main approaches to the Downtown. Many residents and visitors to Kirkland form their impressions of the community from these important vantage points. The preservation and

enhancement of views from the eastern (NE 85th Street) and northern (Market Street) approaches is a high-priority policy objective.

Despite the prominence from these vantage points, the core area is not well oriented to capitalize on its waterfront setting. The existing activity centers of the retail core and the lake are separated by large surface parking lots. The City and property owners around Marina Park should aggressively pursue opportunities to correct this deficiency by structuring the existing surface parking below a public plaza. This open space amenity could redefine the Downtown and become the focal point of the community.

Other outstanding visual landmarks include the large green expanse of Peter Kirk Park, which provides an open space relief to the densely developed Downtown core to the west. The Peter Kirk Park civic and cultural facilities (Library, Municipal Garage, Peter Kirk Pool, Kirkland Performance Center, Peter Kirk Community Center, Teen Union Building) located at the south edge of Peter Kirk Park, as well as the METRO transit center at the western boundary of the park, are also well-known local landmarks.

The City Hall facility provides an important visual and civic landmark on the northern slope above the Downtown. Marina Park and the pavilion structure situated there are also symbolic reference points of community, recreational, and cultural activities.

There are a number of features in and nearby the Downtown area with historic significance which add to its visual character and historic flavor. These landmarks include the historic buildings on Market Street and the old ferry clock on Lake Street at Kirkland Avenue. These structures should be recognized for their community and historic value, and their preservation and enhancement should have a high priority. In contrast to the bland architecture of many of the buildings in the Downtown constructed since the 1940s, some of the older structures help define the character of the Downtown. The City will consider preserving this character through a process of inventorying these structures and adopting historic protection

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regulations. New regulations could range from protecting the character of designated historic buildings to protecting the actual structure. Some form of preservation would provide continuity between the Downtown vision and its unique past.

#### *Public Views*

#### ***Important Downtown views are from the northern, southern, and eastern gateways.***

A number of dramatic views exist in the Downtown and its immediate vicinity due to the hills, the valley, and the sloping land areas which form the bowl-like topography characterizing the City's center. One of the views most often associated with Downtown Kirkland is from NE 85th Street just west of Interstate 405. From this vantage point, the hills north and south of the core area form a frame for a sweeping view of Lake Washington in the distance and the Olympic mountain range beyond.

Another striking view, identified in Figure MB-4, is from the Market Street entry into Downtown. This approach is met with a view of the lake, Marina Park and its pavilion, and the City's shoreline. This view could be enhanced with redevelopment of the GTE site, where the existing massive building substantially diminishes this broad territorial view.

Where the Kirkland Avenue and 2nd Avenue South rights-of-way cross Lake Street and continue to Lake Washington, an unobstructed view of open water is visible to pedestrians and people traveling in vehicles. These views are very valuable in maintaining the visual connection and perception of public accessibility to the lake. These views should be kept free of obstruction.

#### *Gateways*

#### ***Topographic changes define gateways into the Downtown area.***

The gateways into Downtown Kirkland are very clear and convey a distinct sense of entry. Two of the Downtown's three major gateways make use of a

change in topography to provide a visual entry into the area.

At the eastern boundary of the Downtown area, Central Way drops toward the lake, and the core area comes clearly into view. This gateway could be enhanced by an entry sign, similar to one located farther up the hill to the east, or some other distinctive structure or landscaping feature.

A second major gateway is the Downtown's northern entrance where Market Street slopes gradually down toward Marina Park. The historic buildings at 7th Avenue begin to form the visual impression of Downtown's character and identity, and the landscaped median adds to the boulevard feeling of this entryway. Some type of sign or other feature could be incorporated into the improvements to the Waverly site.

At the Downtown's southern border, the curve of Lake Street at about 3rd Avenue South provides a very clear gateway into the commercial core. It is at this point that the transition from residential to retail uses is distinctly felt. Here, also, is an opportunity to enhance this sense of entry by creation of literal gateposts, signs, or landscape materials.

#### *Pathways*

#### ***An extensive network of pedestrian pathways covers the Downtown area.***

The size and scale of Downtown Kirkland make walking a convenient and attractive activity. An extensive network of pedestrian pathways covers the Downtown area, linking residential, recreational, and commercial areas. Downtown Kirkland is a pedestrian precinct unlike virtually any other in the region. It is almost European in its scale and quality.

The core of the shopping district, with its compact land uses, is particularly conducive to pedestrian traffic. Both sides of Lake Street, Park Lane, and Kirkland Avenue are major pedestrian routes. Many

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residents and visitors also traverse the land west of Lake Street to view and participate in water-oriented activities available there.

The Downtown area's major east/west pedestrian route links the lake with Peter Kirk Park, the Kirkland Parkplace shopping center, and areas to the east. For the most part, this route is a visually clear pathway, with diversity and nearby destinations contributing to its appeal to the pedestrian. Enhancement and improved definition of this important east-west pedestrian corridor would help link Parkplace with the rest of the shopping district.

Minor pedestrian routes link the residential areas north of Central Way and south of Kirkland Avenue. These linkages need to be strengthened in order to accommodate the residential and office populations walking from the Norkirk Neighborhood and core frames, respectively. Additional improvements, such as brick paver crosswalks, pedestrian safety islands, and signalization, are methods to strengthen these north-south linkages.

#### ***Enhancement of Downtown pedestrian routes should be a high-priority objective.***

Enhancement of the Downtown area's pedestrian routes should be a high-priority policy and design objective. For example, minor architectural features and attractive and informative signs should be used to identify public pathways. Public and private efforts to make pedestrian walkways more interesting, functional, convenient, and safe, should be strongly supported. Figure MB-4 highlights a number of projects proposed for this purpose. These projects are discussed in detail elsewhere in this text.

## D. PUBLIC FACILITIES

### ***OPEN SPACE/PARKS***

Four major park sites are critical to the Downtown's feeling of openness and greenery. These parks weave a noncommercial leisure-time thread into the fabric of the area and provide a valuable amenity,

enhancing Downtown's appeal as a destination. Each of the major approaches to the Downtown is met with a park, with the Waverly site and Marina Park enhancing the northern entry, and Peter Kirk Park and Dave Brink Park augmenting the eastern and southern approaches. Physical improvements in and near these parks should strengthen their visual prominence and prevent view obstruction.

Marina Park and Peter Kirk Park in particular are well-used by families and recreational groups. Public facilities at these parks should continue to expand opportunities for residents, such as the installation of permanent street furniture and play equipment for children at Marina Park.

#### ***Pedestrian improvements should be made to improve connections between parks and nearby facilities.***

Downtown projects which are not directly related to the parks should continue to locate adjacent to the parks, and in some cases, should share access or parking. Impacts from projects, such as the tour boat dock at Marina Park and the METRO transit center at Peter Kirk Park, should be minimized. Efforts to provide continuity between these facilities and the parks through the use of consistent walkway materials, landscaping, and other pedestrian amenities will help to reduce the appearance of a separation of uses at these locations.

The boat launch ramp which exists at Marina Park is an important amenity in the community. It should be retained until another more suitable location is found.

### ***OTHER PUBLIC FACILITIES***

City Hall and the Peter Kirk Park civic and cultural center add to the community atmosphere and civic presence in the Downtown area. The plan for Downtown developed in 1977 recommended that the City Hall facility be moved from its previous location in the core area to its present site overlooking the Downtown from the northern slope. In its new location, City Hall is close enough to Downtown to contribute workers to the retail and restaurant trade,

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as well as to provide a visually prominent and symbolic landmark when viewed from the Downtown.

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***Public efforts to assist the Downtown business district should be continued.***

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The City should help to foster economic vitality in the Downtown by working with the private sector and by encouraging independent efforts toward economic development by the private sector. Such assistance to the business community might include supporting efforts to establish local improvement or business improvement districts. This could take the form of seed money for preliminary studies and the dissemination of information.

Other public efforts to strengthen the Downtown business climate should include the continued promotion of public projects such as the tour boat dock, in addition to continued support for private projects such as the Lakeshore Plaza Boardwalk, which would help to implement public policy goals.

## E. CIRCULATION

### ***PEDESTRIAN***

Pedestrian routes should have equal priority to vehicular routes in Downtown circulation.

Pedestrian amenities and routes should continue to be improved, and should be given equal priority with that of vehicular routes for circulation within the Downtown. Modifications to the street network and traffic patterns should not be allowed to disrupt Downtown pedestrian activity and circulation.

To be a truly successful walking environment, the core area of the Downtown must be safe, convenient, and pleasant for the pedestrian. Pedestrian safety would be increased greatly by reducing opportunities for conflicts with cars. The reprogramming of crosswalk signals to favor the pedestrian would discourage jaywalking and allow sufficient time for slower walkers to cross the street.

Convenience to the pedestrian will be enhanced by improving the directness and ease of pedestrian routes. “Shortcuts” between streets, or even between buildings, can link pedestrian routes over large distances where vehicles cannot circulate. Coordinated public directory signs and maps of walkways should be developed to clearly identify public pathways for the pedestrian.

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***A system of overhead coverings should be considered to improve the quality of pedestrian walkways year-round.***

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The pleasures of walking in the Downtown area would be enhanced by the installation of minor public improvements, such as street furniture (benches, planters, fountains, sculptures, special paving treatments), flower baskets, and coordinated banners and public art. The creation of a system of overhead coverings such as awnings, arcades, and marquees would provide protection to the pedestrian during inclement weather, allowing for pedestrian activity year-round. All of these features would add visual interest and vitality to the pedestrian environment.

Brick crosswalks have been installed at 3rd Street and Park Lane in conjunction with the METRO transit center facility. The expansion of the use of brick for crosswalks throughout the Downtown should be considered. In any case, additional restriping of crosswalks in the Downtown area should be actively pursued.

The establishment and improvement of pedestrian pathways between activity centers should be a high-priority policy objective. Major pedestrian routes within the Downtown area are identified in Figure MB-4. Major pathways include the extensive east-west “spine” or “Park Walk Promenade,” which links the lake with points east of 6th Street and the shoreline public access trail.

The Downtown Master Plan also identifies other important pedestrian routes which provide north-south pedestrian access. Improvements to these pathways should be promoted, particularly at the

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intersection of 6th Street and Central Way. Elevated crosswalks should be considered among the alternatives reviewed for pedestrian access across Central Way. Disadvantages to elevated crosswalks which should be considered are potential view blockage and the loss of on-street pedestrian traffic.

The portion of the Park Walk Promenade spanning Peter Kirk Park was installed by the City during renovation of the park facilities. The walk serves the Peter Kirk Park civic and cultural center, as well as commercial areas to the east and west. This walkway should be expanded upon when the remaining land south of Kirkland Parkplace develops.

Figure MB-4 illustrates pedestrian system improvements for the two major routes which are intended to serve several purposes. These projects would improve the safety, convenience, and attractiveness of foot traffic in the Downtown, provide shelter from the weather, and create a unifying element highlighting the presence of a pedestrian linkage.

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***A large public plaza should be constructed west of buildings on Lake Street to enhance the Downtown's lakefront setting (See Figure MB-4).***

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The Lakeshore Plaza shown on the Downtown Master Plan envisions a large public plaza constructed over structured parking. Ideally, the plaza would be developed through public/private partnerships to provide a seamless connection between the Downtown and the lake. The plaza would be at the same grade as Lake Street and would provide visual and pedestrian access from a series of at-grade pedestrian connections from Central Way and Lake Street.

The Park Walk Promenade identified on the Downtown Master Plan should consist of a series of minor structures placed at prominent locations along the walkway in order to clearly identify the pathway throughout its length, as well as to provide some protection during wet weather. The plexiglas and metal "space frames" used at Mercer Island's Luther Burbank Park and at the Seattle Center are possible

design options for protective structures. The concrete and metal gateway feature where Parkplace abuts Peter Kirk Park is a good model for visual markers along the east-west pedestrian spine.

#### **VEHICULAR**

Automobiles and public transit are the modes of transportation which move people in and out of the Downtown, and often between the core area and the frame. Within the Downtown, pedestrian circulation should be given equal priority with vehicular circulation. A primary circulation goal should be to emphasize pedestrian circulation within the Downtown, while facilitating vehicle access into and out of the Downtown.

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***Alternate traffic routes should be considered.***

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Lake Street should be designated to function as a major pedestrian pathway. The objectives for land use and pedestrian circulation should be seriously considered during any plans for traffic and roadway improvements on Lake Washington Boulevard. The goal to discourage commuter traffic on the boulevard should not be viewed independently from the need to retain vehicle access for tourists, shoppers, and employees to the Downtown.

State Street should continue to serve as a major vehicular route, bringing shoppers and workers into the Downtown area. Sixth Street should be developed to accommodate additional vehicles. Future plans for Lake Street and Lake Washington Boulevard may include the diversion of cars from the Downtown area, and 6th Street would provide the most appropriate north/south alternative route. The existence of commercial development on this street renders it more appropriate than State Street to handle substantial commuter traffic.

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***The use of public transportation to the Downtown should be encouraged.***

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Third Street has been designed for the pedestrian and public transit user, with the METRO transit center

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located on this street. The use of public transportation as an alternative for people who work or shop in the Downtown should be encouraged. Increased use of this mode of transportation would help to reduce traffic congestion and parking problems in the core area.

The number of vehicular curb cuts in the Downtown area should be limited. Both traffic flow in the streets and pedestrian flow on the sidewalks are disrupted where driveways occur. In the core frame in particular, the placement of driveways should not encourage vehicles moving to and from commercial areas to travel through residential districts.

#### **PARKING**

The core area is a pedestrian-oriented district, and the maintenance and enhancement of this quality should be a high priority. Nevertheless, it should be recognized that pedestrians most often arrive in the core via an automobile which must be parked within easy walking distance of shops and services. To this end, as discussed elsewhere in this chapter, private projects which include a substantial amount of surplus parking stalls in their projects should be encouraged to locate these parking stalls in the core frame.

The Downtown area contains a variety of parking opportunities. Four public parking lots exist in the Downtown area: at the west side of Peter Kirk Park, the street-end of Market Street at Marina Park, in Lakeshore Plaza, and at the intersection of Central Way and Lake Street. These lots are shown on the Downtown Master Plan (Figure MB-4).

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***Public parking to be a permitted use on private properties north and south of the core area.***

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Other sites that would be appropriate for public parking include the north and south slope of the Downtown as shown in Figure MB-4. Public parking in these areas would help to serve core-area businesses, while not detracting from the dense pattern of development critical to the pedestrian environment there.

More intensive development of existing parking areas should be considered as a way to provide more close-in public parking. Certain sites, such as the Market Street-End lot and the Peter Kirk lot, would adapt well to structured parking due to the topography in the immediate vicinity of these lots. Structuring parking below Lakeshore Plaza could make more efficient use of the available space and result in a dramatic increase in the number of stalls available.

The fee-in-lieu of parking alternative allows developers in the core area to contribute to a fund instead of providing required parking on site. The City's authority to spend the monies in this fund should be expanded to include the use of the funds on private property in conjunction with parking facilities being provided by private developers.

Another option for off-site parking should be considered which would allow developers to provide the parking required for their projects elsewhere in the core area or core frame. This alternative should include the construction of parking stalls in conjunction with another developer, if it can be shown that the alternative parking location will be clearly available to the public and is easily accessible to the core area.

The City's parking management and enforcement program should be maintained. The program should be evaluated periodically to assess its effectiveness, with revisions made when necessary.

