
CITY OF KIRKLAND

CITY COUNCIL



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

Vision Statement

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

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

AGENDA

KIRKLAND CITY COUNCIL MEETING

City Council Chamber
Tuesday, June 2, 2015
6:00 p.m. – Study Session
7:30 p.m. – Regular Meeting

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

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

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

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

1. *CALL TO ORDER*
2. *ROLL CALL*
3. *STUDY SESSION*
 - a. City Hall Remodel Project
4. *EXECUTIVE SESSION*
 - a. Closed Session to Discuss Labor Negotiations
5. *HONORS AND PROCLAMATIONS*
 - a. Proclamation: June 2015 as Pride Month
6. *COMMUNICATIONS*
 - a. *Announcements*
 - b. *Items from the Audience*
 - c. *Petitions*
7. *SPECIAL PRESENTATIONS*
 - a. King County Councilmember Jane Hague

QUASI-JUDICIAL MATTERS

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

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

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

- b. Utility Terrain Vehicles (UTVs) Naming Contest Results
- c. Kirkland Youth Council:
 - (1) Honoring the Kirkland Youth Council Graduating Class of 2015
 - (2) 2015 Eileen Trentman Memorial Scholarship Recipient

8. CONSENT CALENDAR

- a. *Approval of Minutes:*
 - (1) May 5, 2015
 - (2) May 27, 2015 Special Meeting
- b. *Audit of Accounts:*
 - Payroll* \$
 - Bills* \$
- c. *General Correspondence*
- d. *Claims*
- e. *Award of Bids*
 - (1) Annual Street Preservation Program, 2015 Phase II Street Overlay Project, Watson Asphalt Paving Co, Inc., Redmond, Washington
- f. *Acceptance of Public Improvements and Establishing Lien Period*
- g. *Approval of Agreements*
 - (1) Resolution R-5126, Approving an Interlocal Agreement Between the Cities of Bothell, Edmonds, Kirkland, Lake Forest Park, Lynnwood, Mill Creek, Monroe, Mukilteo and Mountlake Terrace; for the North Sound Metro Special Weapons and Tactics/Crisis Negotiating Team.
 - (2) Resolution R-5127, Authorizing the City Manager to Execute the Lakeview Elementary School Restated Amendment to Joint Use Agreement Between Lake Washington School District and the City of Kirkland.
- h. *Other Items of Business*
 - (1) Ordinance O-4481, Relating to the Designation of Agents by the Mayor and the City Manager to Accept Service of Process.
 - (2) Light Emitting Diode (LED) Street Light Standards
 - (3) Surplus of Equipment Rental Vehicles/Equipment
 - (4) Report on Procurement Activities

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

9. *PUBLIC HEARINGS*

10. *UNFINISHED BUSINESS*

a. 2015 State Legislative Update #9

b. Proposed Metropolitan Park District Ballot Measure:

(1) Draft Ordinance, Relating to Creation of a Metropolitan Park District with Boundaries Coextensive with the City; Requesting that a Proposition to Form the [Kirkland Aquatics and Recreation District] be Submitted to the Voters Within the Proposed Boundaries of the District, at the November 3, 2015 General Election; and Providing for Properly Related Matters.

(2) Draft Ordinance, Approving the Form of an Interlocal Agreement with the [Kirkland Aquatics and Recreation District], if the Formation of the District is Approved by the Voters; and Authorizing the City Manager to Execute Such Agreement on Behalf of the City; and Providing for Properly Related Matters.

c. Draft Letter Regarding Sound Transit 3 Draft Priority Projects List

11. *NEW BUSINESS*

a. Ordinance O-4482, Relating to Temporary Sidewalk and Shared Use Street Regulations for Park Lane.

b. Draft Interlocal Agreement with Woodinville for Municipal Court Services

c. 2035 Comprehensive Plan Briefings:

(1) MRM Amendment Request

(2) Comprehensive Plan Element Review

(a) Human Services Element

(b) Capital Facilities Element

(c) Implementation Strategies Chapter

(3) Draft Kingsgate Neighborhood Plan

12. *REPORTS*

a. *City Council Reports*

(1) Finance and Administration Committee

(2) Legislative Committee

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.

ITEMS FROM THE AUDIENCE

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

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

b. City Manager Reports

- (1) Calendar Update

- 13. *ITEMS FROM THE AUDIENCE*
- 14. *ADJOURNMENT*



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

MEMORANDUM

To: Kurt Triplett, City Manager

From: Tracey Dunlap, Deputy City Manager
Chris Dodd, Facilities Services Manager

Date: May 21, 2015

Subject: CITY HALL REMODEL PROJECT

RECOMMENDATION:

City Council provide feedback on the schematic design, approve the funding strategy and a two-phased construction approach, and pre-authorize the City Manager to sign a Public Works construction contract for the City Hall Renovation Project Phase 1, provided the lowest responsive bid price received from a bidder deemed responsible to perform the specified work for the Project is in an amount not greater than 5% over the engineer's estimate.

BACKGROUND DISCUSSION:

At the City Council retreat on February 21, 2014, City Council directed staff to move forward with the renovation of City Hall. At that meeting, City Council provided project goals that included moving the Human Resources and Parks departments from the 505 Market Street facility to City Hall, complete deferred maintenance, improve the customer experience, make the Council Chambers a more flexible space, create a dedicated space for an emergency operations center and improve exterior signage.

At the July 25, 2014 City Council meeting, staff asked the City Council for their feedback on how the renovated Council Chambers should look and function. The priority of the Council was to ensure the changes enhanced service to the public. Key factors identified included ease of interaction between the community and the City Council, comfortable public seating, audio/visual/technology enhancements, better visual displays for the audience and adding natural light.

Chamber/Lobby/Customer Service Center Schematic Design

During the past 6 months, ARC Architects (ARC) and staff have met directly with specific user groups in focused workshops. It was in these workshops that staff, customers and community members were able to interact directly with staff and ARC and provide input into the functionality and design of the facility.

A meeting with the development community took place at City Hall this past March. During this meeting, developers had a chance to walk the facility and offer input directly to the schematic design team. Participants were encouraged to comment on the proposed floor plan for the new lobby and customer services counters, provide ideas on how to improve customer service elements, and identify what the City could do to enhance the overall customer experience.

ARC has created a schematic design that is shown in Attachment 1 (upper level) and Attachment 2 (lower level). In addition, the conceptual design for the Customer Service area is shown in Attachment 3. The architect is still developing conceptual designs for the Council Chamber. Those will be sent separately or brought to the Council meeting. The designs address the needs identified through this process and envisions a phased construction approach.

The scope of services of the next phase of work to be provided by ARC includes architecture and design, a complete plan of the facility including construction phasing, building lifecycle cost analysis, and addressing deferred maintenance including electrical, plumbing, ingress/egress, current ADA accommodations, exterior stucco, water proofing, roofing, audio/visual and signage. This phase will result in the creation of bid specifications for each phase of the project.

Phase 1 of the project includes rehabilitation of the roof structures, creating a new Peter Kirk Room, finishing out a staff surge space for phase 2, creating a dedicated EOC space, and building out a dedicated audio/visual suite and dedicated electrical room.

Phase two of the project would rehabilitate the City Council Chambers (including flattening the floor, all new audio/visual/technological components, new dais and supporting staff areas and enhanced community interaction), enhancing the customer service areas and reclaiming some of the space in "Main Street", and reconfiguring, painting, and carpeting the staff areas.

It is anticipated that Phase 1 will go to bid in late June, with construction to begin in September, 2015. Phase 2 is anticipated to begin after the second November 2015 Council meeting, with construction completion in the 2nd quarter of 2016.

Design elements such as architecture, fit and finishes and a more detailed schedule will be brought before the Council during a project update in August.

Funding and Cost Estimate

As part of the annexation planning process, a total of \$10 million in funding sources was identified for use in the City Hall renovation. The current funding breakdown for the project is summarized in the table below.

Project Funding Sources	Amount
REET 1	\$ 502,574
GF Cash	\$ 631,407
Bld & Prop Reserve	\$ 1,566,019
Facilities SF	\$ 695,424
Deferred/Closed CIP	\$ 101,314
505 Bldg Sale	\$ 1,500,000
Debt Issuance	\$ 5,003,262
Total Funding Identified	\$ 10,000,000

The 2013 space needs study estimated that a project budget of over \$20 million would be needed to meet the ideal needs identified, which was not feasible to fund. City staff worked to scale back those needs and focus on key priority areas as described above. The current cost estimate for the construction project, incorporating these items, is summarized in the table below.

Project Estimate	Amount
Construction Cost	\$ 6,768,000
Wiring (include EOC)	
EOC Shell	
Council Chamber Remodel (including A/V)	
Preventative Maintenance	
Carpet/Paint/Restroom Refresh	
Architect Feasibility Contracts	\$ 230,000
Architect Design Contract	\$ 759,000
Permit Fees (estimate)	\$ 150,000
Contingency (15% project budget)	\$ 1,500,000
One Percent for the Arts	\$ 100,000
Sales Tax on Construction Elements (9.5%)	\$ 794,960
Total Estimate	\$ 10,301,960

Note that this cost estimate includes finishing of the EOC shell, including the associated costs of wiring. In earlier discussions, the expectation was to identify a location for a fixed EOC, but not build out the space. However, there are economies of scale associated with finishing the shell during the construction project, which adds approximately \$400,000 to the cost estimate. Finishing the shell means that a fixed EOC could be set up using the existing EOC furniture and equipment stored in the Peter Kirk Room. This space could also be used for City training. Grants could then be pursued for new or additional EOC elements.

In addition to these project elements, there are two new elements that are recommended:

- **Replacement of the roof** – The current facilities sinking fund has replacement of the City Hall roof scheduled for 2018. Because of the extensive work that will be occurring on the roof as part of the deferred maintenance, staff recommends making the replacement of the roof part of the City Hall renovation. There is \$500,000 set aside in the facilities sinking fund toward the roof replacement and those funds should be sufficient to fund the addition of this element to the project.
- **Upgraded fire suppression for the Server Room** – The current IT server room uses a dry standpipe system to provide fire protection, which means that in the event of a fire, water would be used to extinguish the fire. This system has been sufficient in the past, but if it was activated, it would result in substantial damage to the servers and downtime for the City. Current fire suppression technologies instead remove the oxygen from the room, preserving the equipment. This type of system is installed in the Kirkland Justice Center (KJC). Staff evaluated moving server equipment to the KJC, however, significant cost would be incurred to be able to operate all systems remotely. The cost of installing an updated fire suppression system in the server room is \$200,000.

These additional elements increase the project budget by \$700,000, which taken with the \$300,000 increase to the initial cost estimate, takes the total budget to \$11 million. Based on a

detailed review of the Facilities Fund cash balances, staff has identified the following resources for these items:

Other Funding Sources	Amount
Potential Roof Sinking Fund	\$ 500,000
Facilities Working Capital	\$ 500,000
Total Funding Identified	\$ 1,000,000

The working capital in the Facilities Fund that is identified as an available funding source is due in part to lower than estimated operating costs for the Kirkland Justice Center in the first year of operation (2014). The budgeted operating costs were based on an estimated cost per square foot in 2012 (during the 2013-2014 budget process) and actual costs were less based on actual needs and the actual timing of the KJC opening. The KJC costs have been adjusted to more realistic levels in the 2015-2016 budget.

Note that the purchase of furnishings for City Hall is being treated as a separate project. The space needs study estimated that brand new office furniture system would cost \$2.3 million. Staff had concluded that new furnishings would not be feasible to within the \$10 million project budget. Staff continued to look for a creative solution to accomplish the goal of making the floor plan as efficient as possible in order to accommodate staff growth due to annexation and consolidating facilities. On December 9, 2014, the City Council approved purchasing a reconditioned furniture system to meet the City Hall needs for a total estimated cost not to exceed \$600,000, including storage, shipping and installation. This purchase will be funded using working capital in the facilities fund and is treated as a separate capital project. In addition, the cost of furnishing the Council Chambers, lobby and customer service area is estimated at \$180,000 and could be funded with the remaining reserves associated with the rental properties (after the cost of demolishing the structures).

Lastly, the Facilities Services Manager will spend a considerable amount of his time orchestrating this project. Staff is recommending that a consultant be engaged to augment and backfill this time, the cost of which will be paid from the facilities professional services budget.

Pre-authorization of Phase 1 Bid Award

The current construction strategy for the City Hall Renovation Project, if approved by Council, is two-phased: the initial phase would re-roof, create a staff surge space in the former Kirkland Police Department space, build a new Peter Kirk Room, add a dedicated video suite and create a dedicated emergency operations center.

This work is essential to be completed in a timely manner as these spaces are crucial in continuing to providing excellent customer service while limiting the disruption to the public and staff all while taking advantage of the summer weather for exterior work.

Under more typical bidding and contract award processes, the amount of time between a bid opening and City Council award can add between 2 to 4-weeks to the schedule. This item was originally intended to be scheduled for consideration at the May 19 Council meeting which was cancelled due to the Joint Meeting with Bellevue, the Council retreat and the Community meetings in May.

As a means of saving time and helping to expedite the construction phase, staff is seeking pre-authorization from City Council to allow the City Manager to enter into a contract on behalf of the City if the following criteria are met:

- 1) multiple responsive and responsible bidders submit bids and,
- 2) the total cost to the City from the lowest responsible bidder to perform the specified work for the Project is in an amount not greater than 5% over the cost of the construction estimators estimate of \$2,600,00.00.

If the criteria listed above are not met, staff will return to City Council with the results of the bid opening and an appropriate recommendation for moving Phase 1 of the Project forward.

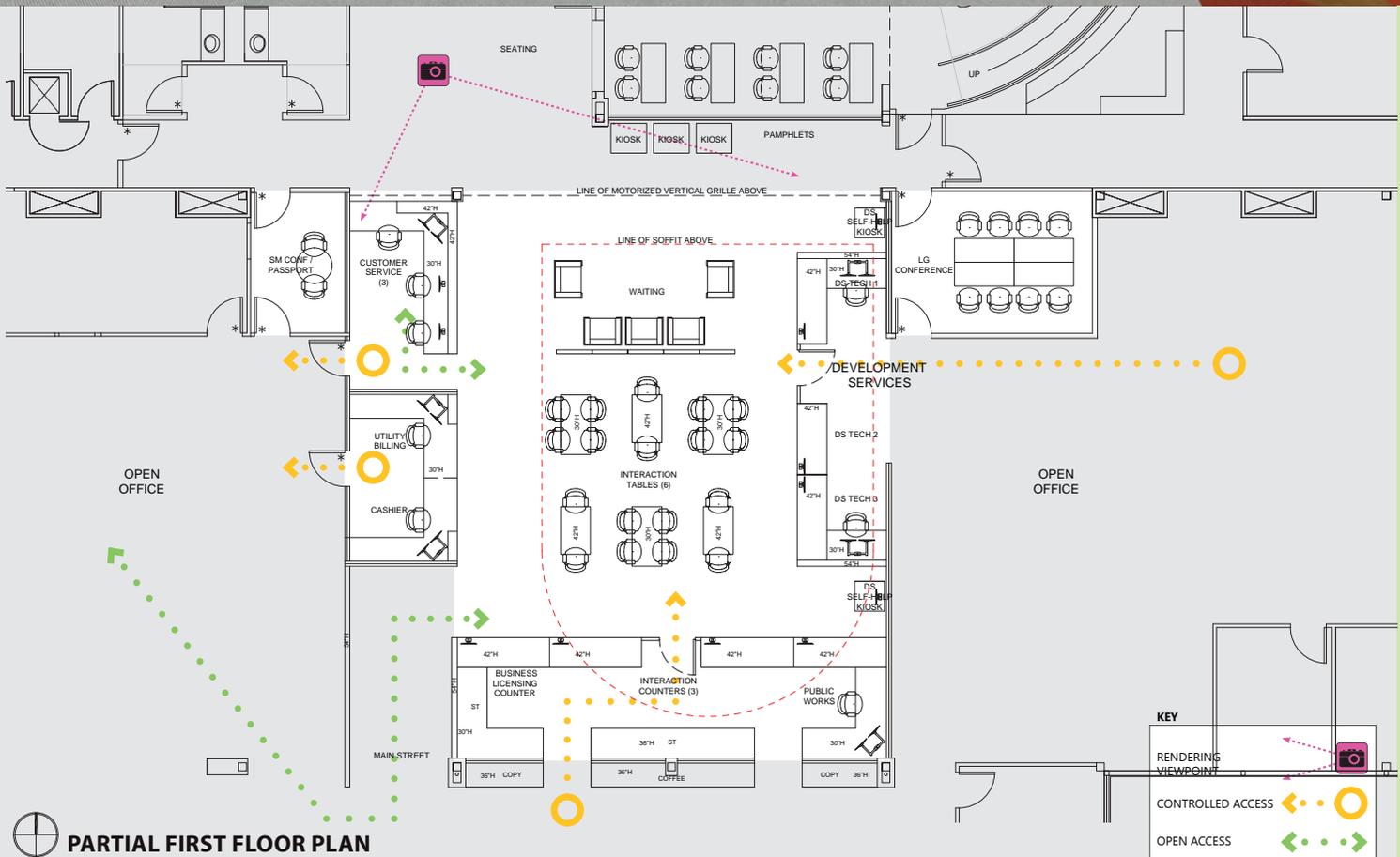
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HIGHWAYS

- ALL COUNTERS HAVE DIRECT ACCESS TO THE FLOOR
- OPEN ACCESS / IMPLIED PERIMETER (MINIMAL SECURITY)
- BOLD CARPET / LIGHTING @ MAIN STREET FOR PRIMARY WAYFINDING TO CSC
- DEVELOPMENT SERVICES CENTER COLOR / SIGNAGE EMPHASIZES SECONDARY WAYFINDING
- FULL HEIGHT GLAZING @ CASHIER + UTILITY BILLING TO DELINEATE WORKSTATIONS FROM CSC
- INTERACTION COUNTERS @ PERIMETER W/ STORAGE AREA BEHIND
- KIOSKS WITHIN VICINITY OF DS TECH COUNTERS
- 2 (OF 3) DS TECHS HAVE SMALL 30"H WORK AREA, SIDE FACING (TO PUBLIC)
- HALO LIGHTING AS SUSPENDED FEATURE (NON-ACOUSTIC)
- TINTED CLERESTORY GLAZING FILM
- ACOUSTIC WOOD SLAT CEILING
- VISIBLE CONFERENCE ROOMS
- SMALL SCALE SIGNAGE LOW (@ FACE OF COUNTER)



 DEVELOPMENT SERVICES VIEW FROM ENTRY



 PARTIAL FIRST FLOOR PLAN

**CITY OF KIRKLAND****123 Fifth Avenue, Kirkland, WA 98033 425.587.3000**
www.kirklandwa.gov**MEMORANDUM**

To: Kurt Triplett, City Manager

From: Amy Bolen, Executive Assistant

Date: June 2, 2015

Subject: PROCLAMATION: JUNE 2015 AS PRIDE MONTH

RECOMMENDATION :

That the Mayor proclaim June 2015 as Pride Month in the City of Kirkland.

BACKGROUND DISCUSSION:

This year marks the 46th anniversary of the Stonewall Riots which is regarded as the catalyst for the lesbian, gay, bisexual, and transgender (LGBT) movement for civil rights in the United States. In June 1969, a group of gay customers at the pub in Stonewall Inn (Greenwich Village, New York) grew angry over harassment by law enforcement and held a demonstration, which turned into a multi-day riot and protest. The Stonewall riots have been commemorated since the 1970s with "pride marches" held every June across the United States.

The City of Kirkland's Affirmative Action Policy was amended in 2001 to include sexual orientation and is now established as:

Within the parameters required or allowed by law, it is the policy of the city to promote and assure equal opportunity based on ability and fitness to all persons regardless of race, religion, color, national origin, sex, age, marital status, political affiliation, sexual orientation or the presence of any sensory, mental or physical disability or the use of a trained dog guide or service animal by a disabled person. (Kirkland Municipal Code 3.80.020)

The City's Diversity Committee, created in the early 1990's, is committed to cultivating "the development of an inclusive workplace using organizational values for strategic planning, and to guide us in the creation of a shared workplace culture." Members of the Diversity Committee will be at the June 2 Council meeting to accept the proclamation. This is the second year the City of Kirkland has proclaimed June as Pride Month.



A PROCLAMATION OF THE CITY OF KIRKLAND

Proclaiming June 2015 as "Pride Month" in Kirkland, Washington

WHEREAS, lesbian, gay, bisexual, transgender, and questioning (LGBTQ) individuals are making meaningful contributions to work and life; and

WHEREAS, the catalyst for LGBTQ civil rights began with the Stonewall Riots in New York in June of 1969 and on the first anniversary of the riots, the first gay pride parades took place in Los Angeles, Chicago, San Francisco, and near the Stonewall Inn in New York; and

WHEREAS, Gay pride or LGBTQ pride refers to a worldwide movement and philosophy asserting that lesbian, gay, bisexual, transgender, and questioning individuals are proud of their sexual orientation and gender identity; and

WHEREAS, Washington State added "sexual orientation" to Washington state's anti-discrimination law in 2006, to ban discrimination in housing, employment, and insurance; and

WHEREAS, multiple states, including Washington, legalized marriage equality for same-sex couples;

WHEREAS, the Federal government has implemented changes to correct inequalities that extend hate crime protection, allow for hospital visitation rights, address bullying and other injustices endured by LGBTQ individuals; and

WHEREAS, the journey for equality and dignity for all individuals under the law continues; and

NOW, THEREFORE, I, Amy Walen, Mayor of Kirkland, do hereby proclaim June 2015 as "Pride Month" in Kirkland, Washington as a celebration of hope and acceptance and an affirmation that LGBTQ rights are human rights.

Signed this 2nd day of June 2015

Amy Walen, Mayor



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

MEMORANDUM

To: Kurt Triplett, City Manager

From: Eric Olsen, Chief of Police
 Kari Page, CKC Coordinator
 Marie Jensen, Communications Program Manager
 Patricia Ball, Executive Assistant to the Chief of Police

Date: May 18, 2015

Subject: Contest Results: Names for the Kirkland Police Department UTVs; Patrol vehicles for the Cross Kirkland Corridor

RECOMMENDATION:

The City Council accept the name that received the most online votes for the two Kirkland Police Department (KPD) Utility Terrain Vehicles (UTVs) primarily being used to patrol the Cross Kirkland Corridor (CKC). Further, the City Council recognize the schools whose names received the most votes with a Certificate of Congratulations. The winning names will be announced during the Special Presentation at the City Council meeting on June 2, 2015.

BACKGROUND DISCUSSION:

Overview of Naming Contest:

As a means to involve youth in the Kirkland community, the City, in cooperation with the Lake Washington School District (LWSD), launched a "naming contest" for the two newly acquired UTV's. The contest involved inviting 5th and 4th/5th combination classes from LWSD schools in Kirkland to suggest names for the two UTVs. The contest was officially launched in early April with submissions due by May 1, 2015. Suggested names were to have an association with the CKC, Kirkland, KPD, or Washington State. The City directly contacted 13 schools; seven schools participated with some schools having more than one class participate in the contest. Twenty-two (22) names were suggested. An online voting contest occurred from May 4 to May 22, 2015 with over 200 votes cast.

Participating Kirkland Elementary Schools & Suggested Names:

School	Name 1	Name 2
A.G. Bell	The Forest Rover	The Lean Green Patrol Machine
Discovery Community	K.P.P. (Kirkland Police Protection)	12 th Van
Ben Franklin	Prime Patroller Green Legion of Boom	Deputy on Wheels K.A.R. (Kirkland Awesome Radar)
Juanita	Guardian of Kirkland Rocky Roadster	Green Machine The Seeker
Peter Kirk	The Kirkland Starfighter Salmon Berry	K.P.A.T. (Kirkland Police All Terrain) Kirkland Cruiser
Carl Sandburg	Quad Stopper Kirkland Storm 1	Dirt Buster Kirkland Storm 2
David Thoreau	The E.P.I.C. (Environmental Police Investigation Car)	The Park Protector

About the UTVs:

In January 2015, the KPD added two UTV's to its fleet. The UTVs will be used primarily to patrol the Cross Kirkland Corridor. Once officers are trained in their operation, they will be used for regular patrol of the CKC. Initial training will be complete and these patrols will begin June of 2015.

The manufacturer of the UTV is "Xtreme Green," as they are 100% electric. The UTVs are 4-wheel drive, can reach up to 35 MPH, are legal for street driving and are equipped with lights and sirens.



At the request of the school, KPD officers brought the UTVs to Sandburg, Thoreau, Bell and Juanita schools. Students interacted with officers and the vehicles.

Outcomes of the Contest:

The contest helped to enhance community relations between Kirkland students and the KPD. It also raised awareness of the Cross Kirkland Corridor. In addition to tonight's presentation, the winning name and associated school(s) will be announced at city events and included in city publications. Additionally, the winning name will be displayed on the vehicles. In the fall, the KPD will bring the UTVs to the school(s) whose name received the most votes.

Public Information Efforts:

The City created an [informational webpage on the contest](http://www.kirklandwa.gov/crosskirklandcorridor) on the CKC webpage at www.kirklandwa.gov/crosskirklandcorridor. A mailing with the contest details and entry form was also sent to all eligible 5th & 4/5th grade classes. Also the [City issued a news release announcing the contest](#) as [did the LWSD](#). Additionally, the contest was announced in the [March](#) and [April](#) editions of the "[All Things CKC](#)" e-newsletter, which has over 1,100 subscribers via the [CKC listserv](#).

Contest information was posted to the [CKC Facebook](#) (622 Likes) and [City of Kirkland Facebook](#) (147 Likes) sites and on the [City Twitter account](#) (1,182 Followers).

The winning names will be included in the June edition of [City Update, the City's online newsletter](#).

The UTVs will be a part of the SRM Development/City of Kirkland community event to celebrate the completion of SRM's improvements to the CKC.

At the City Council Meeting:

Chief Eric Olsen will present a brief slide show highlighting the UTV's, the contest, participating schools, and their entries in the contest. Prior to announcing the winning school(s) name, Mayor Walen and Deputy Mayor Sweet will join Chief Olsen to present certificate to the winning school(s). The teacher and/or principal from the winning school(s) will accept the certificate.



CITY OF KIRKLAND
Department of Parks & Community Services
505 Market Street, Suite A, Kirkland, WA 98033 425.587.3300
www.kirklandwa.gov

MEMORANDUM

To: Kurt Triplett, City Manager

From: Jennifer Schroder, Director of Parks and Community Services
Michael Cogle, Deputy Director of Parks and Community Services
Regi Schubiger, Youth Services Coordinator

Date: May 19, 2015

Subject: Youth Services Report: Youth Council Update, Recognition of Youth Council Senior Class, and Award of 2015 Eileen Trentman Memorial Scholarship

RECOMMENDATION

That the City Council receives an update on the work plan of the Youth Council, recognize the Youth Council's 2015 Senior Class, and recognize the 2015 Eileen Trentman Memorial Scholarship recipient.

BACKGROUND DISCUSSION

Representatives of the Kirkland Youth Council (KYC) are pleased to have the opportunity to update the City Council on the many exciting programs and initiatives that they have been working on during the 2014-15 school year. Members of the Kirkland Youth Council Leadership team will report on some key programs and events undertaken by KYC, including the production of a "We've Got Issues" video focusing on high school survival, the Teen Traffic Court, various community service projects, and plans for the upcoming annual Bluefish Festival of youth music and art.

We would also like to introduce and acknowledge the 11 KYC members who will be graduating in 2015: Paige Adler, Jacob Bensussen, Camellia Clark, Timmy Drabble, Hieu Do, Neema Hodaie, Brooks Klinker, Anthony Krichevskiy, Sasha Oelsner, Alec Plumb, and Laura Willits.

Finally, Youth Services Coordinator Regi Schubiger and Megan Keys from the Kirkland Fire Fighters Benevolent Association will present the 2015 Eileen Trentman Memorial Scholarship to Laura Willits. Now in its 11th year, the scholarship is named in honor of the City's former Volunteer Coordinator, Eileen Trentman. The scholarship is awarded to eligible City youth volunteer(s) with funding generated through the voluntary contributions of City of Kirkland employees.



KIRKLAND CITY COUNCIL REGULAR MEETING MINUTES
May 05, 2015

1. CALL TO ORDER
2. ROLL CALL

ROLL CALL:

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

Members Absent: Councilmember Doreen Marchione.

Councilmember Marchione was absent/excused.

3. STUDY SESSION

- a. Performance Management Dashboard

Joining Councilmembers for this discussion were City Manager Kurt Triplett and
Director of Human Resources and Performance Management James Lopez.

4. EXECUTIVE SESSION

None.

5. HONORS AND PROCLAMATIONS

- a. May 2015 Arts Education Month Proclamation

Cultural Arts Commission Chair Dawn Laurant and member Mariana Hanefeld
accepted the proclamation from Mayor Walen and Councilmember Nixon.

- b. Public Works Week Proclamation May 17-23, 2015

Public Works Director Kathy Brown accepted the proclamation from Mayor Walen
and Councilmember Shelley Kloba.

6. COMMUNICATIONS

- a. Announcements

b. Items from the Audience

Pat Wilburn
Rob Brown
Sharon Sherrard
Birgitta Hughes

c. Petitions

7. SPECIAL PRESENTATIONS

a. Best Starts for Kids Initiative

Patty Hayes, Interim Director for Public Health Seattle & King County, shared information regarding the initiative and a proposed ballot measure for a six year levy to fund it.

b. Juanita High School Earth Corps

Juanita High School Earth Corps members Sarah Dunsmore, Cory Oneil and Riley Hewitson played the Juanita High School Earth Corps' composting rap video and provided an overview of the Corps' work.

c. Community Emergency Response Team (CERT) Spring 2015 Graduation #19

Emergency Manager Pattijean Hooper reviewed the Community Emergency Response Team (CERT) training and introduced the class participants, who were thanked and congratulated by the City Council.

8. CONSENT CALENDAR

a. Approval of Minutes: April 21, 2015

b. Audit of Accounts:

Payroll \$3,237,481.95
Bills \$7,027,205.16
run #1412 checks #561457 - 561465
run #1413 checks #561495 - 561621
run #1414 checks #561622 - 561641
run #1415 check #561642
run #1416 checks #561643 - 561758

c. General Correspondence

d. Claims

e. Award of Bids

(1) Annual Aging/Failing Infrastructure Replacement Project, Agostino Construction, Inc., Maple Valley, Washington

The construction contract for the Annual Aging/Failing Infrastructure Replacement Project was awarded to Agostino Construction, Inc., of Maple Valley WA, in the amount of \$162,955 via approval of the Consent Calendar.

f. Acceptance of Public Improvements and Establishing Lien Period

(1) Kirkland Justice Center (KJC) Project, Cornerstone General Contractors Inc., Bothell, Washington

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

g. Approval of Agreements

h. Other Items of Business

(1) Pre-Authorization for 2015 Annual Striping Bid Award

City Manager Kurt Triplett was pre-authorized to sign a Public Works construction contract for the 2015 Striping Project, provide the total contract award from the lowest responsive and responsible bidder does not exceed \$273,000, via approval of the Consent Calendar.

(2) Report on Procurement Activities

Motion to Approve the Consent Calendar.

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

Vote: Motion carried 6-0

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

9. PUBLIC HEARINGS

None.

10. UNFINISHED BUSINESS

a. 2015 State Legislative Update #8

Intergovernmental Relations Manager Lorrie McKay reviewed the status of the Council's legislative priorities in the State Legislature's special session.

b. Downtown Parking - Next Steps

Transportation Engineering Manager David Godfrey reviewed a summary of options and recommendations for Council feedback and direction.

Motion to Approve the Near-Term Actions recommended by the Planning, Housing and Economic Development Committee for the downtown parking improvements, to be funded from the Downtown Parking Reserve, with the exception of the recommendations concerning Lake Avenue West and Peter Kirk Field which will be deferred to a future meeting.

Moved by Councilmember Jay Arnold, seconded by Deputy Mayor Penny Sweet

Vote: Motion carried 6-0

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

Council recessed for a short break.

11. NEW BUSINESS

a. 2035 Comprehensive Plan Briefings:

(1) Draft Everest Neighborhood Plan

Planning and Community Development Deputy Director Paul Stewart presented the Planning Commission's preliminary recommendations and received Council comment.

(2) Highlands Neighborhood Plan, Utilities Element and Public Services Element

Senior Planner Joan Lieberman-Brill provided the Planning Commission's preliminary recommendations on the draft Chapter and Elements and received Council comment.

12. REPORTS

a. City Council Reports

(1) Finance and Administration Committee

Councilmember Arnold reported on the committee's review of the changes to the Council Policies and Procedures; a new format for the monthly investment report; and the March financial dashboard.

(2) Legislative Committee

Councilmember Asher referenced the Legislative update presented earlier in the meeting.

(3) Planning, and Economic Development Committee

None.

(4) Public Safety Committee

Deputy Mayor Sweet reported on receiving an overview of the Fire and Emergency Services Annual Report; the Emergency Services dashboard, "First Watch"; training opportunities on Improvised Explosive Devices (IEDs); questions about marijuana use by minors and other post-legalization violations; and the Police Strategic Plan.

(5) Public Works, Parks and Human Services Committee

Councilmember Kloba requested a staff report on the City policy and/or regulations concerning hazardous trees.

(6) Tourism Development Committee

None.

(7) Regional Issues

Councilmembers shared information regarding the upcoming Sound Cities Association Public Issues Committee meeting; the tour of the new gun range at the Kirkland Justice Center; the Lake Washington Schools Foundation "Legacy for Learning" luncheon; the Congregations for the Homeless luncheon; the Lake Washington United Methodist Church Safe Parking Program; King County Regional Transit Committee work group meeting; a King County Mental Illness and Drug Dependency Oversight Committee meeting; Eastside Rail Corridor Regional Advisory Council meeting; Climate Solutions 7th Annual Breakfast; an update from the Cascade Water Alliance regarding the level of Lake Tapps; the Kirkland Police Department Promotional, Swearing-In, and Awards ceremony; the Puget Sound Regional Council General Assembly; the Evergreen Healthcare Foundation Gala; the Mayor's tour of Kirkland Cannery with the new owners; the GoGreen Conference; a meeting with the new owners of the Firwood Lane Mobile Home Park; and the Northend Mayors' Meeting.

b. City Manager Reports

(1) May 29, 2015 City Council Retreat Draft Agenda

City Manager Kurt Triplett asked the Council for final feedback and approval of the proposed City Council Retreat topics.

(2) Calendar Update

13. ITEMS FROM THE AUDIENCE

14. ADJOURNMENT

The Kirkland City Council meeting of May 5, 2014 was adjourned at 10:40 p.m.

City Clerk

Mayor

CITY OF KIRKLAND CITY COUNCIL

Council Meeting: 06/02/2015
Agenda: Approval of Minutes
Item #: 8. a. (2).



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

Vision Statement

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

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

AGENDA KIRKLAND CITY COUNCIL FINN HILL NEIGHBORHOOD ALLIANCE SPECIAL MEETING

**Finn Hill Middle School
8040 NE 132nd Street**

**Wednesday, May 27, 2015
7:00 – 8:45 p.m.**

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

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

Mayor Amy Walen called the May 27, 2015 Kirkland City Council Special Meeting to order at 7:05 p.m. The following members of the City Council were present: Mayor Amy Walen, Deputy Mayor Penny Sweet, Councilmembers Jay Arnold, Dave Asher, Shelley Kloba, Doreen Marchione and Toby Nixon.

The Kirkland City Council Special Meeting was adjourned at 8:50 p.m.

City Clerk

Mayor



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

MEMORANDUM

To: Kurt Triplett, City Manager
From: Kathi Anderson, City Clerk
Date: May 21, 2015
Subject: CLAIM(S) FOR DAMAGES

RECOMMENDATION

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

POLICY IMPLICATIONS

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

BACKGROUND DISCUSSION

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

- (1) Jeremy Decker
155 Sunset Ct. NW
Issaquah, WA 98027

Amount: \$2,251.45

Nature of Claim: Claimant states damage to vehicle resulted from being struck by a City vehicle.

- (2) Sherry Marks
13012 NE 85th Street
Kirkland, WA 98033

Amount: \$100.00

Nature of Claim: Claimant states damage to property resulted from 85th Street construction work.

- (3) Casey Roberts
18450 NE 58th Ct. #L1085
Redmond, WA 98052

Amount: \$619.12

Nature of Claim: Claimant states damage to vehicle resulted while driving through road construction zone on 80th Street near Rose Hill Elementary.

- (4) Kyle Wagner
13943 209th Ave NE
Woodinville, WA 98077

Amount: \$2,074.69

Nature of Claim: Claimant states damage to vehicle resulted from being struck by a City vehicle.

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



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

MEMORANDUM

To: Kurt Triplett, City Manager

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

Date: May 21, 2015

Subject: ANNUAL STREET PRESERVATION PROGRAM (2015 PHASE II STREET OVERLAY PROJECT) - AWARD CONTRACT

RECOMMENDATION:

Staff recommends that the City Council take the following actions:

- Award the construction contract for the Annual Street Preservation Program, 2015 Phase II Street Overlay Project, to Watson Asphalt Paving Co, Inc., of Redmond, WA, in the amount of \$1,948,592.26, and
- Authorize the use of \$100,000 of the Projects remaining construction contingency for use by City crews to repave select Neighborhood Access streets that are in need of repair beyond what is achieved through a slurry seal application.

BACKGROUND DISCUSSION:

The City uses a Pavement Management System to manage and prioritize preservation treatments throughout the City's street network. The Pavement Management System considers all City streets in terms of existing pavement conditions (PCI), prior maintenance histories, the City's annual budget for street preservation, and other factors to determine the most cost-effective treatment. Once selected for treatment, candidate streets are then reviewed for potential conflicts with other construction projects (i.e. other CIP projects, private development, WSDOT, and private utility companies, etc.) before making it onto the current year's program list (Attachment A).

The 2015 Annual Preservation Program includes three phases. The Phase I component is the Curb Ramp & Concrete Repairs Project; a contract for that phase was awarded by City Council at their meeting on April 21, 2015, and that work is currently under construction. In past years, the concrete repair work (Phase I) was bid together with the overlay project (Phase II) under a single contract. With the revenue and scope increases due to the passing of Proposition 1, staff split the work into two contracts to facilitate an earlier start for construction and to maximize the time for completing a larger-scale program. The Phase III component of the Annual Street Preservation Program is the Slurry Seal Project which is scheduled to be bid mid-June for construction during the drier months of mid to late summer.

For the 2015 Street Overlay Project, the highest ranking streets will receive sub-grade preparation and repair, pavement milling, and the application of a new wearing surface layer of asphalt. This year's Project was bid with eight schedules of work for a total of 10.2 lane miles. It was structured this way because the engineer's estimate projected that bids would exceed the budget and staff wanted to maximize the amount of work that could be awarded without exceeding that budget.

With an engineer's estimate of \$2.54 million for all overlay schedules, the Phase II Project was first advertised on April 23, with two bids received on May 7, 2015, as follows:

Contractor	Total of All Schedules
Watson Asphalt	\$1,948,592.26
Lakeside Industries	\$2,078,898.35
<i>Engineer's Estimate</i>	<i>\$2,547,036.35</i>

A comparison of the unit prices shows that the average cost of asphalt in 2015 decreased to \$74.01/ton from \$82.66/ton in 2014 (Attachment B); based on the bid results, all eight schedules of work can be awarded. In addition, the reduction in asphalt prices has led to a substantial construction contingency balance. As a result, staff is recommending the use of approximately \$100,000 of the available Project budget for City crews to resurface five neighborhood streets with severely damaged pavement. Those locations include two Cul-de-Sacs along 116th Avenue NE, NE 141st Street east of 124th Avenue NE, NE 101st Place west of 128th Avenue NE, and NE 142nd Court east of 90th Avenue NE (see Attachment A).

The total budget for the Annual Street Preservation Program for 2015 is a combination of two revenue sources (Attachment C), including base CIP funding and Proposition 1 Levy funds:

Revenue Source	Amount
2013-2018 base CIP	\$1,750,000
Prop 1 Levy funds	\$2,300,000
TOTAL	\$4,050,000

The anticipated expenses for the Annual Street Preservation Program in 2015 are as follows:

Phase	Status	Amount
Phase I Curbs and Ramps	Under Construction	\$ 438,776
Phase II Overlay	This Memo	\$1,948,592
Phase III Slurry Seal	Late Summer	\$ 570,000
Engineering, Admin, Inspection	On-Going	\$ 680,000
City Crews Paving	Summer 2015	\$ 100,000
Contingency	Balance Remaining	\$ 312,632
	TOTAL	\$4,050,000

With a City Council award of the construction contract at the June 2 meeting, staff will begin the pre-construction public outreach process by notifying adjacent property owners with an informational mailer describing the Annual Street Preservation Program. This information, along with a regularly updated construction schedule, will also be posted on the City's web site. Construction notice signs will be installed on higher volume streets in advance of the overlay, and portable construction notice signs will be placed on residential streets a few days prior to construction. Door hangers describing the work will also be distributed to all adjacent homes and businesses at least 24 hours prior to construction.

Attachment A – Vicinity Map
Attachment B – Annual Cost Comparison
Attachment C – Project Budget Report

Schedule A
includes
project-wide
bid items

Schedule B
NE 141st St

Schedule C
NE 144th/143rd St

Schedule D
132nd Ave NE

Schedule E
124th Ave NE

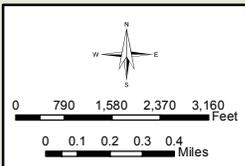
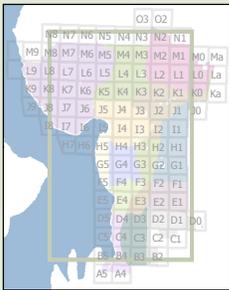
Schedule F
116th Ave NE

Schedule G
7th Ave S

Schedule H
NE 60th St

- Funding**
- CIP FUNDED
 - PROP 1 FUNDED
 - City Crews
 - Parks
 - Schools
 - Major Streets
 - - - City Limits
 - Lakes
 - Cross Kirkland Corridor
 - Regional Rail Corridor

Schedule	Street	From	To
B	NE 141st St	Juanita Dr	84th Ave NE
C	NE 144th/143rd St	124th Ave NE	132nd Ave NE
D	132nd Ave NE	NE 113th St	NE 120th St
E	124th Ave NE	NE 100th St	NE 108th Pl
F	116th Ave NE	NE 87th St	NE 95th St
G	NE 60th St	Benjamin Franklin ES	132nd Ave NE
H	7th Ave S	State St	5th Pl S

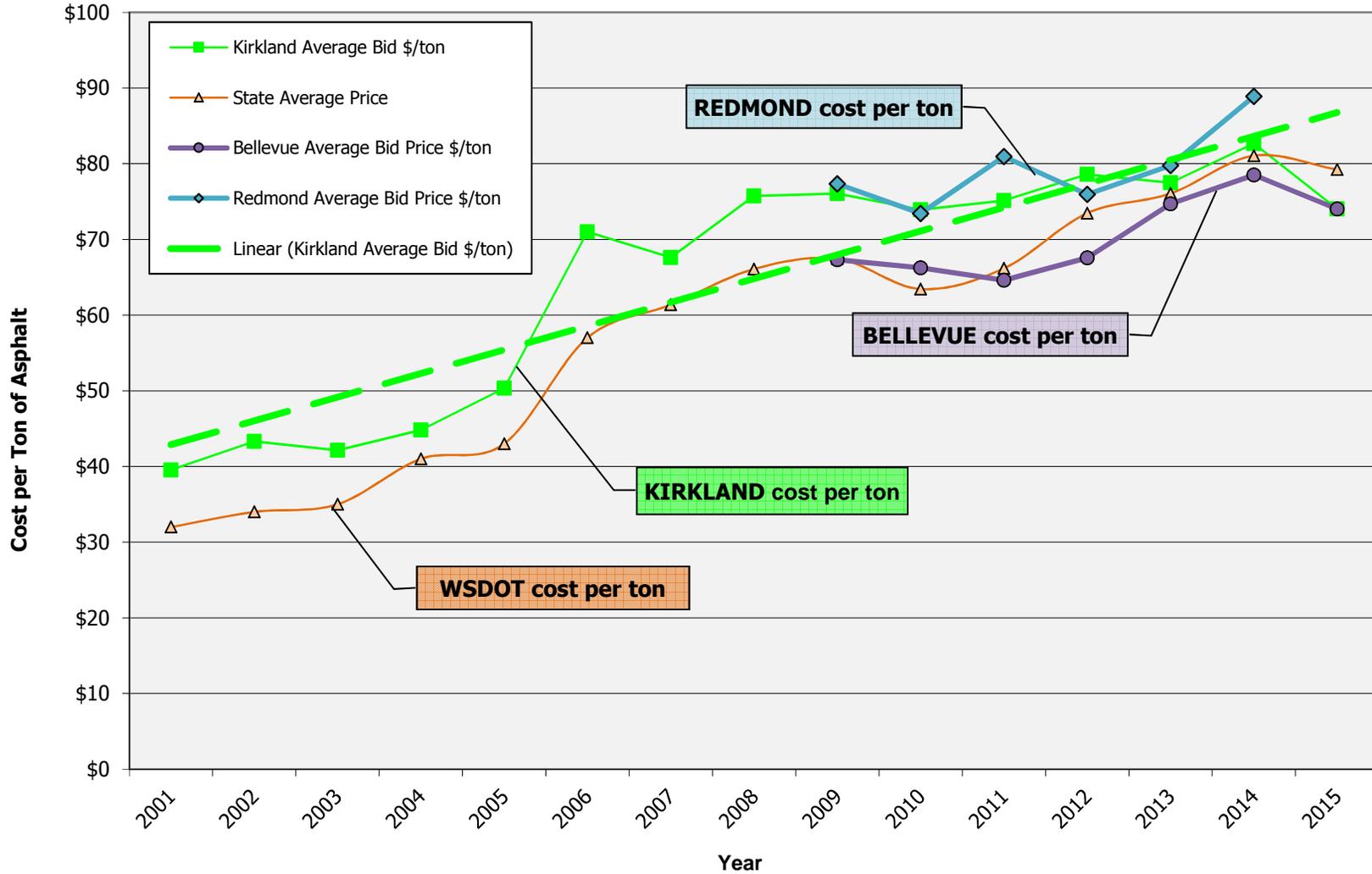


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Author: Name In Map Doc Properties
Name: 2015 Preservation
Date Saved: 5/21/2015 11:13:59 AM

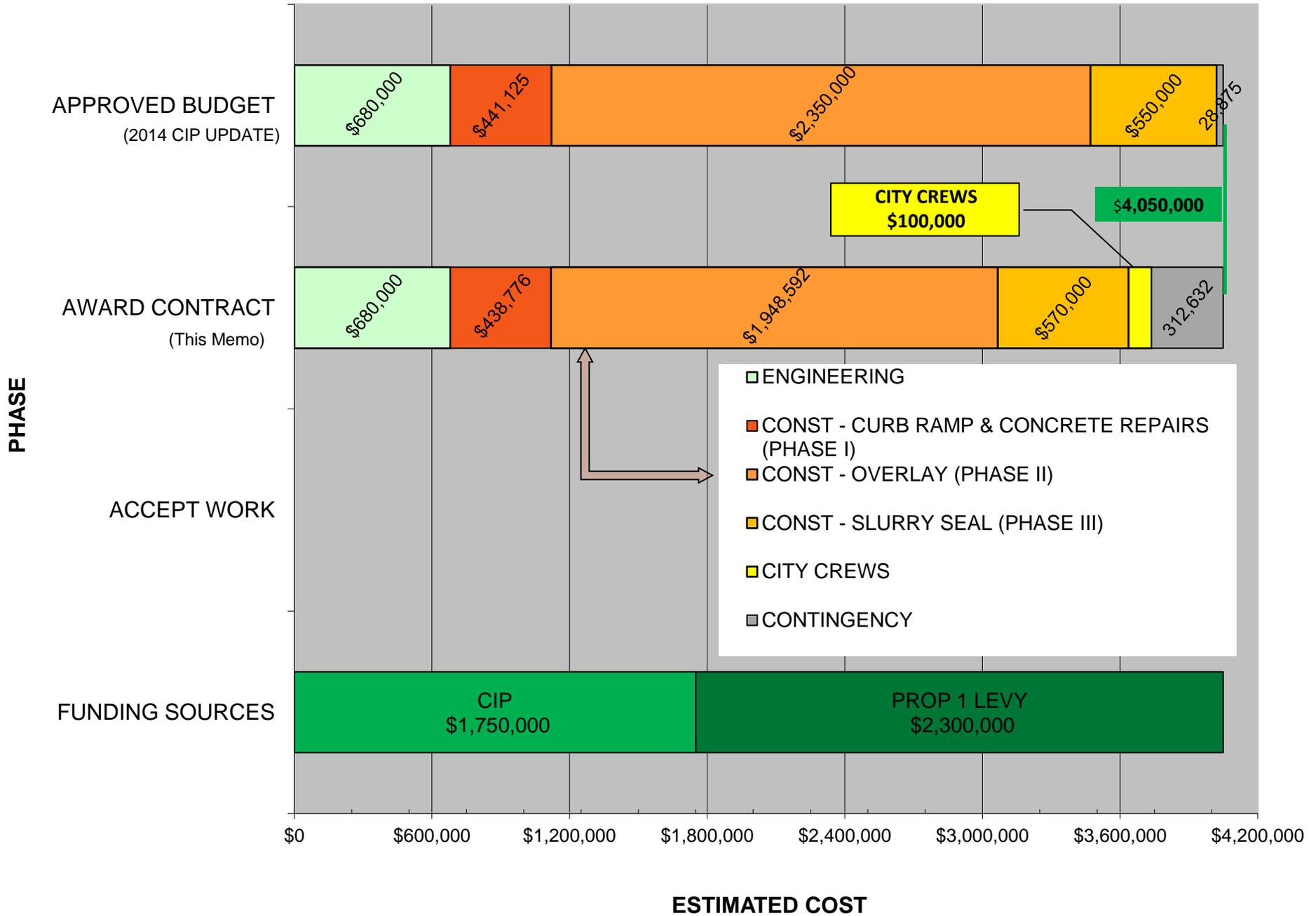
Kirkland Annual Street Overlay Program Cost Comparison

ATTACHMENT B



Project Budget Report
2015 Street Overlay Project
(ST-1506)

Attachment C





CITY OF KIRKLAND
POLICE DEPARTMENT
11750 NE 118th Street, Kirkland, WA 98034 425.587.3400
www.kirklandwa.gov

MEMORANDUM

To: Kurt Triplett, City Manager

From: Cherie Harris, Captain
Eric Olsen, Chief of Police

Date: May 20, 2015

Subject: **Update** – Intergovernmental Agreement – Regional Special Operations Unit

RECOMMENDATION:

That the City Council authorize the City Manager to execute the attached Intergovernmental Cooperation Agreement which will incorporate the City of Mukilteo as a member of the regional special operations unit named "North Sound Metro SWAT". The City Council previously approved an Intergovernmental Cooperation Agreement on February 5, 2013, through the passage of City Council Resolution R-4957, allowing the City of Kirkland Police Department to become a member of North Sound Metro SWAT that includes both a tactical special response team (SRT) and a crisis negotiations team (CNT). A subsequent Intergovernmental Cooperation Agreement was approved on June 18, 2013, through the passage of City Council Resolution R-4983 after the City of Mill Creek requested permission to also join the North Sound Metro SWAT team.

BACKGROUND DISCUSSION:

The Kirkland Police Department was invited in 2013, to join a newly formed regional special operations unit made up of tactical officers from Lynnwood, Edmonds, Monroe, Bothell, Mountlake Terrace, Mill Creek and Lake Forest Park known as North Sound Metro SWAT. By joining this regional team, Kirkland was able to meet the training mandates while greatly increasing the deployment capabilities of the current Special Operations Unit.

Since the Kirkland City Council approval of the Intergovernmental Cooperation Agreement on June 18, 2013, the City of Mukilteo has requested permission to also join North Sound Metro SWAT team. The governing board, made up of the participating Chiefs of Police have approved this request and the team will receive two additional officers from the City of Mukilteo.

The only change to the Intergovernmental Cooperation Agreement is adding the City of Mukilteo.

The department does not expect there to be a substantial increase in the amount of call outs nor will there be any budget impact to incorporating the City of Mukilteo onto the regional

team. Quarterly financial updates provided to the governing board have shown North Sound Metro SWAT to be spending the department's contribution in a manner consistent with the mission of the regional team such as; equipment, maintenance and repair as well as specialized training not commonly available to the department. If costs should exceed what the budget can accommodate, the Chief has the option to terminate the Agreement with the North Sound Metro SWAT team.

RESOLUTION R-5126

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KIRKLAND APPROVING AN INTERLOCAL AGREEMENT BETWEEN THE CITIES OF BOTHELL, EDMONDS, KIRKLAND, LAKE FOREST PARK, LYNNWOOD, MILL CREEK, MONROE, MUKILTEO AND MOUNTLAKE TERRACE; FOR THE NORTH SOUND METRO SPECIAL WEAPONS AND TACTICS/CRISIS NEGOTIATING TEAM.

1 WHEREAS, the cities of Bothell, Edmonds, Kirkland, Lake Forest
2 Park, Lynnwood, Mill Creek, Monroe, Mukilteo and Mountlake Terrace
3 (Cities) are public agencies as defined by Chapter 39.34 RCW and
4 general authority Washington law enforcement agencies as defined in
5 Chapter 10.93 RCW, and are authorized to enter into interlocal
6 agreements to provide for joint or cooperative actions to provide
7 services and facilities in a manner that will accord best with geographic,
8 economic, population and other factors influencing the needs and
9 development of local communities; and

10
11 WHEREAS, incidents of a serious criminal nature do occur which
12 require a need for a specially trained and equipped unit to effectively
13 resolve the situation; and

14
15 WHEREAS, these incidents create a demand upon the resources
16 of the respective Cities which are better and more economically served
17 by combining resources to form a joint specialty team called the North
18 Sound Metro Special Weapons and Tactics Team (SWAT Team); and

19
20 WHEREAS, the SWAT Team shall be specially trained and
21 equipped to provide a cooperative and joint effort among the police
22 departments of the Cities to respond to and resolve criminal activity of
23 a high risk nature in accordance with state and federal law;

24
25 NOW, THEREFORE, be it resolved by the City Council of the City
26 of Kirkland as follows:

27
28 Section 1. The City Manager is authorized to execute on behalf
29 of the City of Kirkland an Interlocal Agreement substantially similar to
30 that attached as Exhibit "A", which is entitled "Interlocal Agreement
31 between the cities of Bothell, Edmonds, Kirkland Lake Forest Park,
32 Lynnwood, Mill Creek, Monroe, Mukilteo and Mountlake Terrace; for the
33 North Sound Metro Special Weapons and Tactics (SWAT)/Crisis
34 Negotiating Team (CNT)."

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

38 Signed in authentication thereof this ____ day of _____,
39 2015.

MAYOR

Attest:

City Clerk

**INTERLOCAL AGREEMENT BETWEEN THE CITIES OF BOTHELL, EDMONDS,
KIRKLAND, LAKE FOREST PARK, LYNNWOOD, MILL CREEK, MONROE,
MUKILTEO, AND MOUNTLAKE TERRACE; FOR THE NORTH SOUND METRO
SPECIAL WEAPONS AND TACTICS (SWAT)/
CRISIS NEGOTIATING TEAM (CNT)**

THIS INTERLOCAL AGREEMENT (Agreement) is entered into by and between the City of Bothell, a Washington municipal corporation (Bothell), the City of Edmonds, a Washington municipal corporation (Edmonds), the City of Kirkland, a Washington municipal corporation (Kirkland), the City of Lake Forest Park, a Washington municipal corporation (Lake Forest Park), the City of Lynnwood, a Washington municipal corporation (Lynnwood), the City of Mill Creek, a Washington municipal corporation (Mill Creek), the City of Monroe, a Washington municipal corporation (Monroe), the City of Mukilteo, a Washington municipal corporation (Mukilteo), and the City of Mountlake Terrace, a Washington municipal corporation (Mountlake Terrace), (collectively referred to hereinafter as Parties or Cities).

WHEREAS, the Cities are public agencies as defined by RCW Chapter 39.34 and RCW Chapter 10.93, and are authorized to enter into interlocal agreements to provide for joint or cooperative actions to provide services and facilities in a manner and pursuant to forms of governmental organization that will accord best with geographic, economic, population and other factors influencing the needs and development of local communities; and

WHEREAS, incidents of a serious criminal nature do occur which require a need for a specially trained and equipped unit to effectively resolve the situation. These incidents create a demand upon the undersigned Cities respective to resources which are better and more economically served by combining resources to form a joint specialty team called the NORTH SOUND METRO SPECIAL WEAPONS AND TACTICS, (hereinafter SWAT Team); and

WHEREAS, the SWAT Team shall be specially trained and equipped to provide a cooperative and joint effort among the undersigned Cities' police departments to respond to and resolve criminal activity of a high risk nature in accordance with state and federal law.

NOW, THEREFORE, be it agreed in accordance with RCW 39.34 and RCW 10.93:

1. CREATION AND AUTHORIZATION

The undersigned Cities hereby create THE NORTH SOUND METRO SPECIAL WEAPONS AND TACTICS (SWAT) Team. The SWAT Team is hereby authorized and directed to achieve the objectives of this Agreement.

2. OBJECTIVE

The primary objective of the SWAT Team is to respond effectively and appropriately to incidents which create a significant and higher safety risk for officers/detectives in the field and the public.

3. EXECUTIVE BOARD/SWAT STRUCTURE

The undersigned Cities hereby create an Executive Board (Board) to direct the SWAT Team. The Executive Board shall be comprised of the Police Chiefs of all participating Cities. Based upon recommendations from the SWAT Commander and or Board members, the Board reviews and approves changes and updates to the SWAT Policy and Procedures Manual (SWAT Policy) and also provides approval and gives direction on operational matters as presented and requested by the SWAT Team Commander.

Each member of the Board shall have an equal vote and voice on all Board decisions. All decisions, except those related to the SWAT Policy and Procedure manual, shall be made by a majority of voting Board members, provided a quorum of five (5) Board members are present. SWAT Policy and Procedure decisions shall require a unanimous vote from all Board members. The Board will meet at least once a quarter.

3.1 SWAT Team Structure

3.1.1 The goal of the SWAT Team is to have a minimum of twenty-four (24) trained officers and one (1) Command Level Officer (SWAT Team Commander). Staffing shall be proportional to the size of the participating city police department's commissioned strength and the ability of that police department to staff positions.

3.1.2 When subsequent attrition occurs in the SWAT Team, such vacancies shall be filled based on a mutually agreed to and managed selection process approved by the Board.

3.1.3 The Board will determine the host police department for the SWAT Team and the selection of the SWAT Team Commander. The SWAT Team Commander will recommend appointments for the positions of Assistant SWAT Team Commander and SWAT Team Leader(s) to the Board who shall have final approval.

3.1.4 Incident command shall be the responsibility of the police department of jurisdiction in which the incident occurs. The police department of jurisdiction may delegate incident command responsibility to the SWAT Team Commander, or an appointed designee in his absence, but will still be required to provide a liaison to the SWAT Team Commander for the duration of the event.

3.1.5 Distraction devices, gas munitions, and entrance explosives will be stored and handled per the SWAT Policy and Procedures manual and other applicable state and federal laws and regulations.

3.1.6 The general specifications of SWAT equipment/weapons will be contained within the SWAT Policy and Procedures manual.

3.1.7 SWAT policies and procedures will be standardized and agreed to by all participating Board members including any modifications or amendments thereto. Each Board member understands that SWAT, when activated in their respective jurisdictions, will act in accordance with the SWAT Policy and Procedures manual, as unanimously approved by the Board.

3.1.8 Except as provided herein, all personnel are deemed to be continuing employment for their respective employers when activated as members of the functionally consolidated SWAT Team. Each participating City shall be solely and exclusively responsible for the compensation, benefits, and training expenses for those personnel. All rights, duties, and obligations of the employer and the employee shall remain with that participating City. Each City shall be responsible for ensuring compliance with all applicable laws with regard to employees and with provisions on any applicable collective bargaining agreements and civil service rules and regulations and its disciplinary policies and procedures.

3.1.9 During field activation of the SWAT Team, an Incident Commander, SWAT Team Commander and SWAT Team Leader(s) will be designated. The duties and procedures to be utilized by the Incident Commander, SWAT Team Commander and SWAT Team Leader(s) shall be set forth in the SWAT Policy and Procedures manual approved by the Board.

3.2. Team Composition

The Board determines the SWAT Team composition and selection process.

3.3 Crisis Negotiating Teams

There will be a Crisis Negotiating Team (CNT) component. The Board will determine the composition of the Team and associated selection criteria.

3.4 Policy Development and Review

3.4.1 The Board shall determine who will coordinate development of SWAT Team policies and procedures. At a minimum, such policies and procedures shall address:

- a. Appointment to Team/Team Composition
- b. Risk Analysis Assessments
- c. Special Procedures

- d. Munitions Storage Policy/Equipment Considerations
- e. Diversionary Device Use and Deployment
- f. Firearms Qualification Standards
- g. Minimum Training Requirements/Fitness Standards
- h. Mutual Aid Responses

3.4.2 Following policy and procedure review and approval, copies of the SWAT Policy and Procedures manual will be provided to the police departments of participating Cities .

4. COST SHARING/BUDGET AND FINANCE

The Parties agree to budget and finance provisions for costs incurred by or in connection with the operations of the SWAT Team, in accordance with the following:

- 4.1. For purposes of general administration, the Board shall determine which City shall be designated as the Host police department. That police department will coordinate budgetary expenditures with all participating Cities.
- 4.2. All costs associated with the initial and continued outfitting of a SWAT Team member, including but not limited to, clothing and weapons shall be the responsibility of the employing City of any team member. This equipment shall remain the property of the purchasing City. The maintenance and replacement of individual team member's equipment shall be the responsibility of the employing City.
- 4.3. Any overtime costs associated with all deployment operations or team training of SWAT Team members shall be the responsibility of the employing City of any team member.
- 4.4. All member participating Cities understand there is need for equipment, and/or training for specialty positions within the team, that may be utilized by any qualified team member during the course of operations or training.
- 4.5. Each participating City will provide an amount of money determined by the Board and approved through the budget processes of each participating City's legislative body for necessary purchases per calendar year for approved operational expenditures. The Board shall designate one (1) participating City which will establish a single SWAT Team operational budget. Participating Cities agree to leave any money left over from that calendar year in the SWAT operational budget, which will be held in the account to supplement/augment SWAT organizational operations with the approval of the Board.
- 4.6. By May of each year, the SWAT Team Commander will submit a proposed operational budget request for approval to the Board, itemizing anticipated team/specialty

training and team equipment purchase requests for the following budget cycle. Each participating City will then submit for review and consideration the proposed operational and team/specialty training and team equipment budget via their own budget process. All team/specialty equipment purchases made during the calendar year will be documented via an inventory database spreadsheet. Training and equipment for individual team members will be the responsibility of each participating City.

4.7. During unusual occurrences, emergency expenses outside the parameters of the approved SWAT Team operational budget can be approved and ratified by agreement with a quorum of the Board. These expenses will be incurred only out of operational necessity (i.e., additional overtime or supplies related to a SWAT operation).

4.8. All Parties intend that the budget and finance provision contained herein shall support the activities of SWAT Team operations and training.

5. LIABILITY FOR INDEMNIFICATION AND DEFENSE FROM THIRD PARTY CLAIMS

5.1 Equal Sharing of Liability

The Cities agree that liability for the negligent or unintentionally tortious actions of the SWAT Team or any police officer or employee working for or on behalf of the SWAT Team be shared equally on an equal shares basis between the participating Cities. It is further the agreement of the Cities that no City should be required to pay more than an equal share of the cost of payment of any judgment or settlement for a liability claim which arises out of and is proximately caused by the actions of any officer, employee or City which is acting on behalf of or in support of the SWAT Team and acting within the scope of any person's employment or duties to said SWAT Team. This risk sharing agreement shall not apply to judgments against any party or officer for punitive damages or for damages resulting from intentionally tortious actions. This general agreement on liability sharing is subject to the following terms and conditions set for the below in Sections 5.2 to 5.10.

5.2 Hold Harmless

Each City agrees to hold harmless and indemnify the other participating Cities from any loss, claim or liability arising from or out of the negligent or unintentional tortious actions or inactions of its officers and employees or each other as related to any SWAT Team activity. Such liability shall be apportioned among the Cities equally on an equal shares basis subject to any limitation set forth below.

5.3 Defense of Lawsuits

Each City shall be responsible for selecting and retaining legal counsel for itself and for any employee of said City who is named in a lawsuit alleging liability arising out of

SWAT Team operations. Each City who retains counsel for itself and/or its officers and employees shall be responsible for paying the attorney's fees incurred by that counsel. The Cities shall not share costs of defense among each other unless they specifically agree to have one attorney representing all of them in any particular legal action.

5.4 Notice of Claims and Lawsuits and Settlements

In the event that a lawsuit is brought against a participating City, its officers and employees for actions arising out of their conduct in support of the SWAT Team operations, it shall be the duty of each said City to notify the other Cities that said claims or lawsuit has been initiated. No settlement of any such claim or lawsuit by any single City shall require equal shares contribution by any City unless it was done with the knowledge and specific consent of the other participating Cities. Any settlement made by any individual City or member which does not have the consent of the other participating Cities to this Agreement will not require any sharing of payment of said settlement on behalf of the non-consenting Cities.

5.4.1 Settlement Procedure

5.4.1(1) Any City who believes that it would be liable for a settlement or judgment which should be equally shared by the other participating Cities to this Agreement shall have the burden of notifying each other participating City of all settlement demands made to that City and any claims and/or lawsuits naming that city and/or its officers and employees for what may be a joint liability. Furthermore, if the other participating Cities are not named as parties to the actions, it shall be the burden of the City named in the lawsuit to keep the other participating Cities fully apprised of all developments in the case and all settlements demands, mediations or any other efforts made towards settlement. Settlements require the specific consent of all participating Cities to this Agreement before any equal share obligations for payment by all participating Cities becomes effective.

5.4.1(2) No City shall enter into a settlement with a claimant or plaintiff unless said settlement ends the liability of all participants to this Agreement and on behalf of their respective employees and officers. It is the intent of this Agreement that the Cities act in good faith on behalf of each other in conducting settlement negotiations on liability claims or lawsuits so that, whenever possible, all Parties to this Agreement agree with the settlement costs or, in the alternative, that all Parties to this Agreement reject settlement demands and agree to go to trial and share equally in any judgment incurred as a result of the decision to go to trial. However, in the event that a settlement demand is presented to all the participating Cities to this Agreement and there is not unanimous consent to pay the settlement, then and only then the following results shall occur:

5.4.1(2)(1) The Cities shall be free to seek a separate settlement with the claimant and/or plaintiff which would eliminate the liability of that City and/or its officers and employees and, if such separate settlement is reached, that City would have no responsibility to pay any proportionate amount of any judgment rendered against the Cities and/or their officers and employees that did not settle. A City making a separate settlement would not have to pay any proportion amount of any subsequent settlement that others might reach. Any City making a separate settlement would have no right to seek any reimbursement or contribution for any portion of a settlement which said City had reached separately with the claimant and/or plaintiff.

5.5 Cooperation in Defense of Lawsuits

The Cities and their respective defense counsel shall, to the extent reasonably legally possible and consistent with the best interests of their respective clients, cooperate in the defense of any lawsuit arising out of the operations of the SWAT Team and shall agree, wherever possible, to share non-attorney fee-related costs such as records gathering, preparation of trial exhibits, and the retention and payment of expert witnesses.

5.6 Payment of Judgments

Unless there is an exception as provided in paragraphs 5.4.1(2) and 5.4.1(2)(1), it is the intention of the participating Cities under this Agreement to jointly pay any judgment on an equal share basis for any judgment against any officer and/or employee and/or City for negligence or unintentional tortious action arising out of their conduct in the course of their employment or duties as SWAT Team members or in support of such SWAT Team operations; regardless of what percentage of liability may be attributed to that participating City or its officers and employees by way of verdict or judgment, including the costs of any awarded plaintiff's attorney's fees and costs. It is the intent of the Parties to add up the total combined judgment against any participating City and/or officer and/or employee for compensatory damages and/or plaintiff's attorney's fees and costs and to divide said total combined judgment into equal shares and each City would then pay its equal share of the total combined judgment to satisfy the judgment. Any City which refused to pay its equal share would then be liable to the Cities who paid that City's share in order to satisfy a judgment plus any attorney's fees incurred in the collection of said monies from the non-paying City.

5.7 Nothing Herein Shall Require Or Be Interpreted To:

5.7.1 Waive any defense arising out of RCW Title 51.

5.7.2 Limit or restrict the ability of any City, officer or employee to exercise any right, defense or remedy which a party to a lawsuit may have with respect to claims of third parties, including, but not limited to, any good faith attempts to

seek dismissal of legal claims against a party by any proper means allowed under the civil rules in either state or federal court.

5.7.3 Cover or apportion or require proportionate payment of any judgment against any individual or City for intentionally wrongful conduct outside the scope of employment of any individual or for any judgment for punitive damages, fines or sanctions against any individual or City. Payment of punitive damage awards shall be the sole responsibility of the individual against whom said judgment is rendered and/or his or her municipal employer, should that employer elect to make said payment voluntarily. This Agreement does not require equal sharing of any punitive damage awards, fines or sanctions.

5.8 Insurance Coverage

The Cities shall, to the best of their ability, coordinate their liability insurance coverage's and/or self-insured coverage's to the extent possible to fully implement and follow the Agreement set forth herein. However, the consent of any liability insurance carrier or self-insured pool or organization is not required to make this Agreement effective as between the member Cities signing this Agreement and the failure of any insurance carrier or self-insured pooling organization to agree or follow the terms of this provision on liability shall not relieve any individual City from its obligation under this Agreement.

6. NON-WAIVER

A waiver by any City hereto of a breach of any other City hereto of any covenant or condition of this Agreement shall not impair the right of the City not in default to avail itself of any subsequent breach thereof. Leniency, delay or failure of any City to insist upon strict performance of any agreement, covenant or condition of this Agreement, or to exercise any right herein given in any one or more instances, shall not be construed as a waiver or relinquishment of any such agreement, covenant, condition or right.

7. AMENDMENTS

This Agreement may only be amended by written agreement of all the undersigned Cities that have not terminated their respective participation under this Agreement.

8. SEVERABILITY

Should any clause, phrase, sentence or paragraph of the Agreement or its application to any party or circumstance be declared invalid or void by a court of competent jurisdiction, the remaining provisions of this Agreement and/or their application to other parties and circumstances, not declared invalid or void, shall remain in full force and effect.

9. TERM AND TERMINATION

9.1 The minimum term of this Agreement shall be one (1) year, effective upon its adoption. This Agreement shall automatically extend for consecutive one (1) year terms without action of the legislative bodies of the participating jurisdictions, unless and until terminated pursuant to the terms of this Agreement.

9.2 Any Party may withdraw from and terminate participation under this Agreement upon the giving of thirty (30) calendar days advance written notice of intent to withdraw/terminate to the other Parties herein. Withdrawal during any calendar year shall not entitle the withdrawing Party to a reduction or refund with respect to funds budgeted for or otherwise committed with respect to the withdrawing Party for any calendar year. Termination of this Agreement and/or withdrawal of a Party shall not terminate Section 5 hereof with respect to the withdrawing Party as to any incident arising prior to the withdrawal of the Party and Section 5 shall survive the termination of this Agreement with respect to any cause of action, claim or liability arising on or prior to the date of termination.

9.3 A majority of the participating Cities may terminate this Agreement at any time. Such termination shall be set forth in a document signed by the authorized Chief Executive Officer or designee of a majority of the participating Cities.

9.4 Upon termination of this Agreement by the participating Cities, property used and/or in the possession of the SWAT Team pursuant to the terms and conditions of this Agreement, including but not limited to vehicles, equipment, firearms, ammunition and Class C low explosives, shall belong to and shall be returned to the City that provided or paid for such items. Items that were jointly purchased by the Cities will be distributed between the police departments on a basis agreed to in writing by the respective police chiefs.

9.5 In the event that a City withdraws from and terminates participation under this Agreement in accordance with Section 9.2, property that was paid for and/or provided by that City and was used and/or in the possession of the SWAT Team pursuant to the terms and conditions of this Agreement, including but not limited to vehicles, equipment, firearms, ammunition and Class C low explosives, shall belong to and shall be returned to the withdrawing/terminating City. Items that were jointly purchased by the Cities will continue to remain with and be available for use by the SWAT Team until such time that this Agreement is terminated in its entirety.

10. NOTICES AND CONTACTS

Unless otherwise directed in writing, notices, reports, invoices, payments and other documents shall be delivered to each City as follows:

City of Bothell
Attn: Police Chief
18410 101st Ave., N.E.
Bothell WA 98011

City of Edmonds
Attn: Police Chief
250 5th Ave., N.
Edmonds WA 98020

City of Kirkland
Attn: Police Chief
123 5th Ave.
Kirkland, WA 98033

City of Lake Forest Park
Attn: Police Chief
17425 Ballinger Way, N.E.
Lake Forest Park WA 98155

City of Lynnwood
Attn: Police Chief/Purchasing
19321 44th Ave., W.
Lynnwood WA 98036

City of Mill Creek
Attn: Police Chief
15728 Main St.
Mill Creek, WA 98012

City of Monroe
Attn: Police Chief
806 West Main Street
Monroe WA 98272

City of Mountlake Terrace
Attn: Police Chief
5906 232nd St., S.W.
Mountlake Terrace WA 98043

City of Mukilteo
Attn: Police Chief
10500 47th PL W.
Mukilteo, WA 98275

Notices mailed by any City shall be deemed effective on the date mailed. Any City may change its address for receipt of reports, notices, invoices, payments and other documents by giving the other Cities written notice of not less than seven (7) days prior to the effective date.

11. GOVERNING LAW

This Agreement shall be governed by and construed in accordance with the laws of the State of Washington.

12. VENUE

The venue for any action to enforce or interpret this Agreement shall lie in the Superior Court of Snohomish County, Washington.

13. EXECUTION

This Agreement may be executed in any number of counterparts, each of which shall be deemed to be an original as against any party whose signature appears thereon, and all of which shall together constitute one and the same instrument.

14. FILING

As provided by RCW 39.34.040, this Agreement shall be filed prior to its entry in force with the Snohomish County Auditor, or, alternatively, listed by subject on the website of each participating City.

Dated this _____ day of _____, 2015

CITY OF BOTHELL

By: _____

Title: _____

Dated: _____

ATTEST:

By: _____

City Clerk

Dated: _____

APPROVED AS TO FORM:

By: _____

City Attorney

Dated: _____

CITY OF EDMONDS

By: _____

Title: _____

Dated: _____

ATTEST:

By: _____

City Clerk

Dated: _____

APPROVED AS TO FORM:

By: _____

City Attorney

Dated: _____

CITY OF KIRKLAND

By: _____

Title: _____

Dated: _____

ATTEST:

By: _____

City Clerk

Dated: _____

APPROVED AS TO FORM:

By: _____

City Attorney

Dated: _____

CITY OF LAKE FOREST PARK

By: _____

Title: _____

Dated: _____

ATTEST:

By: _____

City Clerk

Dated: _____

APPROVED AS TO FORM:

By: _____

City Attorney

Dated: _____

CITY OF LYNNWOOD

By: _____

Title: _____

Dated: _____

ATTEST:

By: _____

City Clerk

Dated: _____

APPROVED AS TO FORM:

By: _____

City Attorney

Dated: _____

CITY OF MILL CREEK

By: _____

Title: _____

Dated: _____

ATTEST:

By: _____

City Clerk

Dated: _____

APPROVED AS TO FORM:

By: _____

City Attorney

Dated: _____

CITY OF MONROE

By: _____

Title: _____

Dated: _____

ATTEST:

By: _____

City Clerk

Dated: _____

APPROVED AS TO FORM:

By: _____

City Attorney

Dated: _____

CITY OF MUKILTEO

By: _____

Title: _____

Dated: _____

ATTEST:

By: _____

City Clerk

Dated: _____

APPROVED AS TO FORM:

By: _____

City Attorney

Dated: _____

CITY OF MOUNT LAKE TERRACE

By: _____

Title: _____

Dated: _____

ATTEST:

By: _____

City Clerk

Dated: _____

APPROVED AS TO FORM:

By: _____

City Attorney

Dated: _____



CITY OF KIRKLAND
Department of Parks & Community Services
505 Market Street, Suite A, Kirkland, WA 98033 425.587.3300
www.kirklandwa.gov

MEMORANDUM

To: Kurt Triplett, City Manager

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

Date: May 22, 2015

Subject: LAKEVIEW ELEMENTARY SCHOOL FIELD TURF PROJECT

RECOMMENDATION

That the Kirkland City Council adopt a Resolution authorizing the City Manager to sign a Lakeview Elementary School Restated Amendment to Joint Use Agreement ("Joint Use Agreement") with the Lake Washington School District ("District") that would allow the City to construct and maintain a FieldTurf™ athletic field ("Field") at Lakeview Elementary School.

BACKGROUND DISCUSSION

The City has a history of partnership since the early 1980's with the Lake Washington School District, both formally and informally. Recognizing that through cooperation, City and District athletic fields and facilities could be used to meet the broader community's needs for education and recreation than either party could provide separately, and recognizing the need to formalize this partnership, the District and City entered into the first formal Interlocal Joint Use Agreement (Agreement) in October of 1991. Subsequently, in August 2000, the District and the City entered into a second Interlocal Agreement, this time for Joint Use in the City of Kirkland of the former Potential Annexation Area (Juanita, Finn Hill and Kingsgate).

The Agreement was again amended on August 2, 2002, to acknowledge the City's investment in capital improvement to athletic fields at the following schools: Juanita Elementary, Lakeview Elementary, Franklin Elementary, Rose Hill Elementary, Kirkland Junior High School, B.E.S.T. High School and Twain Elementary (collectively the "Amendments") and each of these Amendments are considered as amendments to the Agreement.

The 2002 Park Levy included funds to improve the athletic field at Lakeview Elementary with a sand-based field. Although at the time a sand-based field provided improved utilization, it is not irrigated, thus dusty during the summer months, and often unusable in the rainy season.

SRMKJVD LLC ("SRM") has agreed to provide the funds necessary for the City to renovate the field into a FieldTurf™ field. Although the Field is on District Property, the District requested that the City contract for installation of the Field. The City is in the process of finalizing an agreement with SRM by which it will allocate responsibilities for field installation. That agreement will be

brought to Council for approval at its June 16, 2015 Council Meeting, along with an award of bid to FieldTurf USA, Inc. for construction of the Field. Construction will occur over the summer while Lakeview Elementary School is not in session.

The City and the District need to revise the existing Joint Use Agreement regarding Lakeview Elementary to allow for construction, maintenance and scheduling use of the Field. Although the Field is on District Property, the District requested that the City contract for installation of the Field. Therefore, the revised Joint Use Agreement provides that:

- A. The City shall contract for installation of the Field with funds provided by SRM (Section 2B);
- B. The City shall not be responsible for funding the Project with its own funds (Section 2B);
- C. SRM shall be responsible for construction oversight and project management (Section 2D);
- D. The City will maintain, repair and replace the Field at the end of its useful life. The City intends to allocate user fees towards the cost of future Field replacement (Sections 2A and 3A);
- E. The City will coordinate scheduling the use of the Field. The District will receive scheduling priority in accordance with District policies.

Looking forward, the City will contract with SRM with respect to financing construction of the Field and allocation of responsibility for construction management and oversight. The City will utilize the King County Director's Association ("KCDA") procurement process to contract with FieldTurf USA, Inc. for installation of the Field. KCDA is owned by Washington's public school districts and provides centralized procurement services to member agencies, including school districts, state agencies, counties and cities in Washington and neighboring states. KCDA's list of approved vendors is obtained through a competitive bid process which selects the lowest and most responsive bid consistent with the City's purchasing requirements. Utilizing KCDA saves City staff time in administration of bid selection and direct expenses related to bid advertising. The total amount of FieldTurf USA's proposal for the project is \$696,706.96. A copy of the FieldTurf USA proposal accompanies this Memo.



THE ULTIMATE
SURFACE EXPERIENCE

Date: 03/30/2015

To: Dave Tomson
SRM Development
760 6th St. south suite 100
Kirkland, WA 98033

Email: dave@srmdevelopment.com

From: Donny Jones - FieldTurf Regional Vice President

Phone: (360) 668-8989

Email: Donny.Jones@fieldturf.com

Subject: Lakeview Elementary

FieldTurf USA, Inc. is pleased to present the following proposal for the Lakeview Elementary School synthetic turf field based upon the schematic drawings prepared by D.A. Hogan and associates dated March 20, 2015. Prices are based off of the KCDA purchasing program. KCDA is a purchasing co-op that provides member schools with pre-determined preferential pricing by approved vendors whose product has already been bid at a national level. AEPA IFB #012.

Description	TOTAL
FieldTurf XT-50 (Approx. 58,000 SqFt)	\$238,646.71
Inlaid Soccer Markings	\$7,140.00
Inlaid Softball Markings	\$7,140.00
G-Max Testing (1) Test at time of Completion	\$1,530.00
Sitework Scope (Description Below)	\$374,647.40
Performance/Payment Bonds	\$7,157.95
Sub Total without WSST	\$636,262.06
WSST estimated at 9.5%	\$60,444.90
Total with WSST	\$696,706.96

SITWORK SCOPE:

- Mobilization
- Construction Management
- Surveying
- Provide locate service before excavation begins.
- Provide security fence as needed.
- Demolition, construction entrance and TESC per sheet C1.0
- Demolition per sheet C2.0
- Provide and install the Contech 60" diameter storm filter per sheet C2.1
- Provide and install new 8" storm line per sheet C2.0
- Provide and install new concrete curbing per sheet F1.1
- Provide and install new bases and anchors per sheet F1.1
- Excavate and dispose of existing all weather material as needed to achieve subgrade per sheet F1.2



THE ULTIMATE
SURFACE EXPERIENCE

- Rehab drainage lines as outlined on sheet F1.3
- Fine grade field to specified tolerance for ultrabase installation.
- Provide and install Ultrabase fabric per manufacturer's specifications.
- Provide and install Ultrabase champ per manufacturer's recommendations.

EXCLUSIONS:

- a) Concrete sidewalks/paving and preparation per sheet F1.1
- b) We have removed our contingency money in the amount of \$10,000.00
- c) All fencing, backstops and fence sleeves if applicable.
- d) Handling or disposing of any contaminated or hazardous materials.
- e) Rock Excavation, cutting, drilling, blasting or removing bedrock. If bedrock is encountered, bedrock will be removed on a time and material basis
- f) Testing of materials.
- g) Dewatering of the site.
- h) Any costs associated with necessary charges relating to the delineation of the field;
- i) Unless otherwise specified, does not include any G-max testing.
- j) The supply of manholes or clean-outs or grates, or supply of the manhole covers; and
- k) Any alteration or deviation from specifications involving extra costs, which alteration or deviation will be provided only upon executed change orders, and will become an extra charge over and above the offered price.
- l) The implementation of a storm water pollution prevention plan.
- m) Site security (I.E. Patrols)
- n) Silt fencing and any other fencing.
- o) Boring for utilities.
- p) Any electrical work.
- q) Unsuitable soils: once subgrade has been established, a proof roll will be performed to ensure structural stability of the soils; in the event that unsuitable soils are encountered, a price to remedy these areas can be negotiated.
- r) Asphalt paving.
- s) Track surfacing, unless otherwise noted.
- t) Installation of manholes, junction boxes, gabions, concrete riprap, and storm drainage not related to the field construction, grate inlets and RCP.
- u) Relocation, removal and repair of existing utilities not limited to electrical conduits, power poles, water, sewer, gas, cable, telephone, owner placed conduits or communication feeds within the field of play.
- v) Design services and construction documentation, including, but not limited to: conceptual drawings/preliminary design; construction drawings; storm water management; submittal reviews and processing; architectural/engineering inspections; soil borings; professional survey; and as-built drawings.

NOTES:

Notwithstanding any other document or agreement entered into by FieldTurf in connection with the supply and installation only of its product pursuant to the present bid proposal, the following shall apply:

- a) This bid proposal and its acceptance is subject to strikes, accidents, delays beyond our control and *force majeure*;
- b) Final payment shall be upon the substantial completion of FieldTurf's obligations;



THE ULTIMATE
SURFACE EXPERIENCE

- c) FieldTurf requires a minimum of **21** days after receiving final approvals on shop drawings to manufacture, coordinate delivery and schedule arrival of installation crew. Under a typical field size and scenario, FieldTurf further requires approximately **60** days unencumbered access to the field to complete the field, subject to weather, other delays beyond the control of FieldTurf and *force majeure*.
- d) FieldTurf requires a suitable staging area. Staging area must be square footage of field x 0.12, have a minimum access of 15 feet wide by 15 feet high, and, no more than 100ft from the site. A 25 foot wide by 25 foot long hard or paved clean surface area located within 50 feet of the playing surface shall be provided for purposes of proper mixing of infill material. Access to any field will include suitable bridging over curbs from the staging area to permit suitable access to the field by low clearance vehicles.
- e) This proposal is based on a single mobilization. If the site is not ready and additional mobilizations are necessary, additional charges will apply.
- f) FieldTurf shall be entitled to pursue all costs and expenses, including attorney fees, associated with collection procedures of payment of any past due invoice.
- g) All colors are to be chosen from FieldTurf's standard colors.
- a) An 8 year 3rd party pre-paid insured warranty on the FieldTurf artificial grass surface; with exception on the home plate area, base paths and pitcher's mound which shall be 2 years instead of 8 years and there is no third party insurance.

If the above is acceptable, please execute a purchase order for the total cost to Shawne Anderson at KCDA: sanderson@kcda.org or via fax at: 253-395-5402. If you have any questions regarding this cooperative purchasing proposal, please feel free to contact Sarah from FieldTurf at: 888-209-0065 ext. 230 or via e-mail: sarah.morehead@fieldturf.com Thank you!

RESOLUTION R-5127

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KIRKLAND AUTHORIZING THE CITY MANAGER TO EXECUTE THE LAKEVIEW ELEMENTARY SCHOOL RESTATED AMENDMENT TO JOINT USE AGREEMENT BETWEEN LAKE WASHINGTON SCHOOL DISTRICT AND THE CITY OF KIRKLAND.

1 WHEREAS, in 2002, the City of Kirkland ("City") and the Lake
2 Washington School District ("District") entered into a Joint Use
3 Agreement for Development, Maintenance, Scheduling and Operations
4 of Athletic Facilities ("Joint Use Agreement"); and
5

6 WHEREAS, in 2006, the City and the District entered into an
7 amendment to the Joint Use Agreement that allowed for construction of
8 a sand-based all weather field at Lakeview Elementary School
9 ("Lakeview Amendment"); and
10

11 WHEREAS, the City and the District desire to modify and add to
12 the provisions of the Lakeview Amendment that will allow for
13 construction, maintenance, use and future replacement of a FieldTurf
14 athletic field ("Field") to replace the current sand-based field; and
15

16 WHEREAS, it is anticipated that the City will enter into a separate
17 agreement with SRMKJVD LLC relating to financing the construction of
18 the Field;
19

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

23 Section 1. The City Manager is authorized to execute on behalf
24 of the City of Kirkland the "Lakeview Elementary School Restated
25 Amendment to Joint Use Agreement Between Lake Washington School
26 District and the City of Kirkland" ("Restated Amendment") substantially
27 similar to that attached as Exhibit "A." The City Manager shall not be
28 required to execute the Restated Amendment until an Agreement with
29 SRMKJVD LLC for the financing of the Field has been finalized.
30

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

34 Signed in authentication thereof this ____ day of _____,
35 2015.

MAYOR

Attest:

City Clerk

**LAKEVIEW ELEMENTARY SCHOOL RESTATED AMENDMENT TO JOINT USE
AGREEMENT
BETWEEN LAKE WASHINGTON SCHOOL DISTRICT
AND THE CITY OF KIRKLAND**

This is a Restated Amendment to the Lake Washington School District (the "District") and City of Kirkland (the "City") Joint Use Agreement for Development, Maintenance, Scheduling and Operations of Athletic Facilities dated August 2, 2000, that specifically addresses Lakeview Elementary School ("Amendment").

Recitals

A. On August 2, 2002, the District and the City entered into a Joint Use Agreement for Development, Maintenance, Scheduling, and Operations of Athletic Facilities (the "Agreement"). The City and the District were authorized to enter into the Agreement pursuant to RCW 39.34 *et seq.* The recitals set forth in the Agreement are herein incorporated by reference.

B. One of the objectives of the Agreement was to provide for greater access to the community of the City and District-owned athletic and recreational facilities, which has been accomplished. The City has made improvements to District-owned athletic facilities as contemplated by the Agreement.

C. The City and the District desire to modify and add to the provisions of said Joint Use Agreement and restate and replace the Lakeview Elementary School Amendment signed June 26, 2006 by the City and July 5, 2006 by the District for the renovation and replacement of the all-weather playfield at Lakeview Elementary to a FieldTurf synthetic grass turf field (the "New Field") and to address the construction, maintenance, use and future replacement of the synthetic grass field so that it may continue to be used for school purposes and by the public for recreational purposes

D. Attached hereto as *Exhibit A* is a site plan for the New Field at Lakeview Elementary School. The site plan illustrates the New Field the City is responsible for constructing, maintaining, repairing, and replacing under this Agreement.

Now, therefore, in consideration of the mutual promises and covenants herein contained, the City and District hereby agrees as follows:

AGREEMENT

SECTION 1: Purpose

The purpose of this modified and restated Amendment is to set forth the terms and conditions under which the City will construct, maintain, repair, and replace the New Field identified above.

SECTION 2: Playfield Renovation

A. The City intends to renovate and replace the existing all weather field at Lakeview Elementary to a FieldTurf playing field. The New Field will be designed by D.A. Hogan & Associates.

B. The City shall pay for the design and construction of the New Field from funds provided by SRMKJVD LLC ("SRM"). The City shall not be independently responsible for funding the New Field.

C. Design, plans, type of construction, field specifications, including field striping and construction schedule, shall be subject to prior review and written approval by the District, which approval shall not be unreasonably withheld. The District shall be provided with copies of the as-built drawings and all warranty documents for the New Field at the completion of the construction.

D. The City shall contract with SRM for project management and construction oversight services. The District shall work directly with SRM with respect to site access, staging and other issues arising during construction of the New Field. Once construction of the New Field commences, the City will provide the District with status reports on construction progress upon request.

E. The City shall be designated as the Lead Agency for the field renovation project for purpose of the State Environmental Policy Act ("SEPA") and be responsible for complying with its building codes and other laws, ordinances, and other construction requirements. Construction hours will be Monday through Friday from 8 a.m. to 8 p.m., and Saturdays from 9 a.m. to 6 p.m. (as needed). This represents a morning construction start time delay of one hour. These work hours restrictions will be included in the construction specifications and the City shall be responsible for enforcing the hours of construction.

SECTION 3: Maintenance and Repair

A. The City shall receive and, as necessary, enforce all warranties provided by the field manufacturer and installer. The City shall maintain and keep in good repair the New Field and any landscaping associated with the improvements constructed by the City. The City shall perform annual testing of the New Field to help ensure its safety and as an indicator of needed

maintenance, spot area replacement, or replacement due to the end of the field's useful life. The City shall contract with a third party certified inspector/tester, such as Bob Harding of D.A.Hogan or equivalent. Maintenance and repair shall include, but not be limited to, weeding, watering, mowing, edging, fertilizing and trimming landscaping, regular removal of garbage and other refuse, and repair and maintenance of pathways, bleachers, backstops, soccer goals and any other equipment purchased by the City located on or near the New Field described in Exhibit A. Additionally, to keep the New Field in optimum condition, the City shall purchase a "fluffer" to maintain the texture and safety of the New Field. The District shall be responsible for the maintaining and repairing of any improvements or landscaping installed at the New Field that is outside the scope of the New Field Project.

B. Upon completion of construction of the New Field, the City agrees to submit for the District's reasonable approval a written plan for the New Field the City is responsible for maintaining and repairing under this Amendment and the Agreement. In the event the City wishes to propose changes to the repair and maintenance plan, the City agrees to provide the District with any material changes to this repair and maintenance plan on or before August 15th of each year so that the District can plan its fiscal year.

C. No improvements, alterations or modifications of the New Field shall be made by either party without the District's and City's prior written consent, which shall not be unreasonably withheld.

SECTION 4: Scheduling

The City shall act as the Scheduling Coordinator for the New Field at Lakeview Elementary. In scheduling use of the New Field, the City shall comply with District policies regarding the priority of users as set forth on Exhibit B, which is attached hereto and incorporated herein by reference, as such policy exists today and as it may be amended from time to time.

Except as modified below, the District shall have first priority use of the New Field until 4 p.m. on weekdays from September 1 until the end of the school year. The City shall have first priority for the New Field for use at other times, subject to priority of users as set forth in *Exhibit B*. The schedule for City use of the Lakeview field will be as follows:

September 1 through Last Day of School	Mon-Fri:	4:00 p.m. to 9 p.m.
	Saturday:	8:00 a.m. to 9 p.m.
	Sunday:	9:00 a.m. to Dusk
1 st Day of Summer Break through August 31	Mon-Sat:	8:00 a.m. to 10 p.m.
	Sunday:	9:00 a.m. to Dusk.

SECTION 5: City Maintenance Signs

The City agrees to maintain the two (2) existing signs at the New Field stating that the City is responsible for the maintenance and repair of the New Field and related facilities consistent with this Restated Amendment and the Agreement.

SECTION 6: Use.

In the City's maintenance and repair of the New Field, the City shall not materially interfere with the operation of the school or endanger the students or the employees of the District.

SECTION 7: Drug-Free Workplace.

The City and its contractors and all subcontractors, and employees or laborers shall fully comply with all applicable federal, state, and local laws and regulations regarding a drug-free workplace, including the Drug-Free Workplace Act of 1988. Any person not fit for duty for any reason, including the use of alcohol, controlled substances, or drugs, shall immediately be removed from the District property.

SECTION 8: Tobacco Products.

Pursuant to RCW 28A.212.310, no tobacco products of any kind may be used on the New Field and surrounding areas or on any other property of the District.

SECTION 9: Amplification

The use of amplification (i.e. sound systems, boom boxes, bull horns, speakers, etc.) will not be permitted during City use unless approved by the Director of Parks and Recreations or his/her designee.

SECTION 10: Hazardous Materials.

To the extent the maintenance or repair of the New Field or portable restroom facilities involves any hazardous materials, the City shall comply with Chapter 49.26 RCW and any provisions of the Washington Administrative Code. In the event that any hazardous materials or flammable materials are deposited by the City or its contractors or assigns on the District's property, the City shall immediately take such actions as may be necessary to remedy any and all damages caused by such deposit.

SECTION 11: Pesticides

During the maintenance and repair of the New Field, including all planters, plantings and shrubs, the City shall, in accordance with state law, first give notice and obtain the District's approval, through the District's Supervisor of Grounds Maintenance, before using any herbicide, insecticide, fungicide or other pesticide on the New Field or landscaping or walkways.

SECTION 12: No Pets

Pets shall not be permitted at the New Field and the District will provide signs which notify the public of this policy.

SECTION 13: Fees

The City may charge fees to community users of the New Field to cover administrative and maintenance costs along with future New Field replacement costs.

SECTION 14: Effect on Joint Use Agreement.

Except as may be amended by this Amendment, all other terms and conditions of the Joint Use Agreement shall remain in full force and effect. In the event of a conflict between this Amendment and the Joint Use Agreement, this Amendment shall control, including provisions concerning days and times of Field use.

IN WITNESS WHEREOF the parties hereto have caused this Agreement to be executed on their behalf.

Forrest W. Miller
Director of Support Services
Lake Washington School District

Kurt Triplett
City Manager
City of Kirkland

STATE OF WASHINGTON)
) ss
COUNTY OF KING)

I certify that I know or have satisfactory evidence that **Forrest W. Miller** is the person who appeared before me, and said person acknowledged that he signed this instrument, on oath stated that he was authorized to execute the instrument and acknowledged it as the Director of Support Services of Lake Washington School District No. 414, a Washington municipal corporation, to be the free and voluntary act of such party for the uses and purposes mentioned in the instrument.

DATED: _____, 2015.

[Print Name]
NOTARY PUBLIC in and for the State of
Washington, residing at _____
My commission expires: _____

STATE OF WASHINGTON)
) ss
COUNTY OF KING)

I certify that I know or have satisfactory evidence that **Kurt Triplett** is the person who appeared before me, and said person acknowledged that he signed this instrument, on oath stated that he was authorized to execute the instrument and acknowledged it as the City Manager of the City of Kirkland, a Washington municipal corporation, to be the free and voluntary act of such party for the uses and purposes mentioned in the instrument.

DATED: _____, 2015.

[Print Name]
NOTARY PUBLIC in and for the State of
Washington, residing at _____
My commission expires: _____

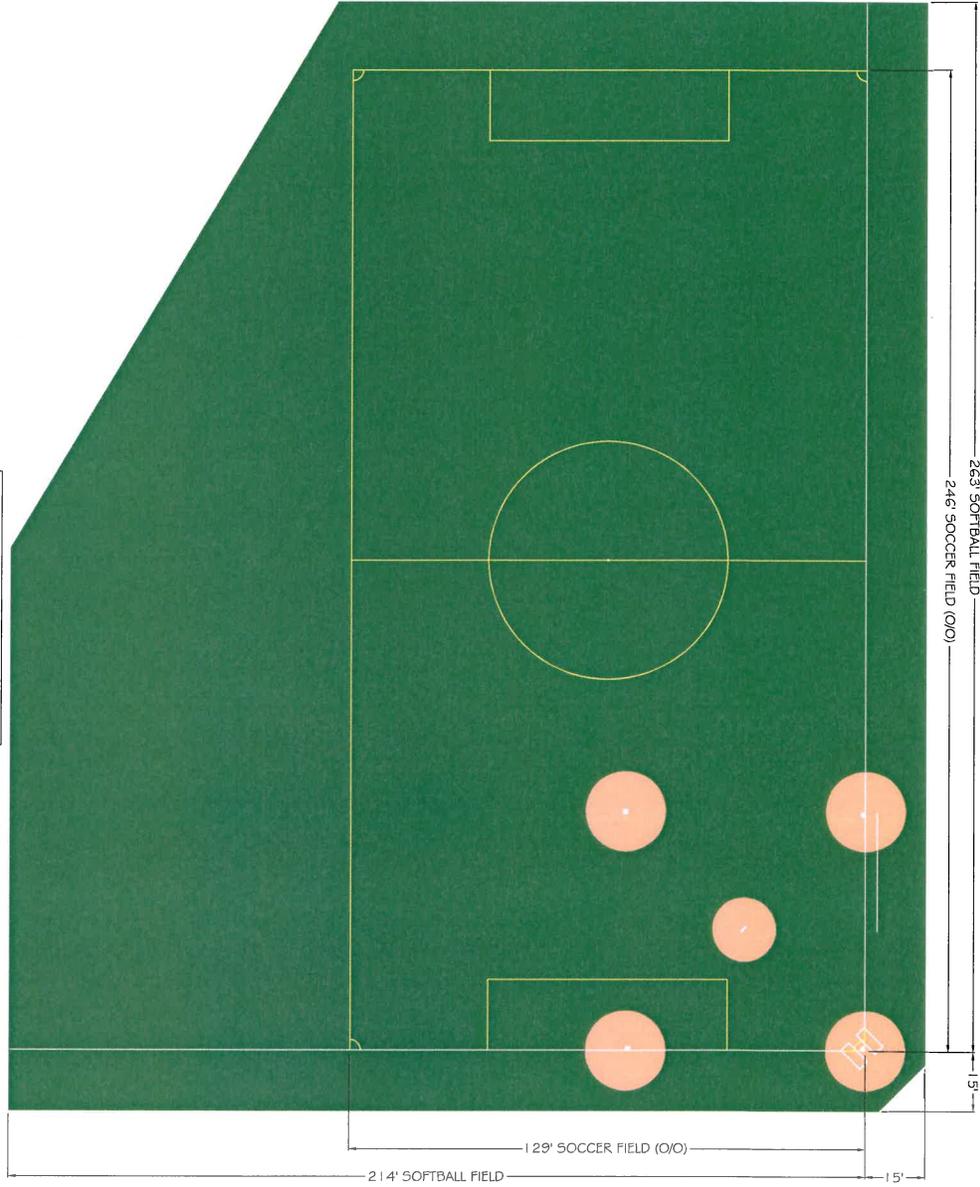
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R-5127
EXHIBIT A

SPORT COLORS:

	SOFTBALL COMPLETE COLOR NAME: WHITE PANTONE COLOR NUMBER: WHITE
	SOCCER COMPLETE COLOR NAME: CANARY YELLOW PANTONE COLOR NUMBER: 1365

APPROVED BY:	
SIGNATURE:	
PRINTED NAME:	
TITLE:	
DATE:	



LEGEND:

	GREEN FIELDTURF 56,541 sq.ft.
	TAN FIELDTURF 1,456 sq.ft.
	TOTAL FIELDTURF 57,997 sq.ft.

FIELD LAYOUT NOTES (aparts are in order of demand):

- SOFTBALL MARKINGS ARE 4" WHITE.
- SOCCER MARKINGS ARE 4" YELLOW.

ALL DIMENSIONS TO BE VERIFIED BEFORE ANY CONSTRUCTION BEGINS.



FieldTurf Revolution Monofilament 2.5"

LAKEVIEW ELEMENTARY
KIRKLAND, WA



DRAWN BY:	P.B.
CHECKED BY:	J.B.
SCALE:	1"=30'
FIELD AREA:	57,999 sq.ft.
PERIMETER:	948 In.ft.



Community Use of School Facilities

File: KG

The public schools are owned and operated by and for their patrons. To ensure that the schools become an integral part of the community, the Lake Washington School District shall encourage community groups to use school facilities and shall cooperate with park departments and other governmental agencies to run community programs in school facilities.

School sponsored activities shall have first priority, cities and other governmental agencies with whom the district has a joint-use interlocal agreement shall have second priority, non-profit youth organization residing within the Lake Washington School District shall have third priority, non-profit adult organizations residing in the Lake Washington School District shall have fourth priority, other non-profit organizations shall have fifth priority and private and commercial groups the last priority. The right to authorize use of school facilities shall be retained by the board and/or the superintendent through the appointed unit administrators consistent with this policy and such implementing regulations as the superintendent may issue.

Authorization for use of school facilities shall not be considered as endorsement of or approval of the activity group or organization nor the purposes they represent.

Groups wishing to use district facilities for public activities must ensure that accommodations are available to provide access to individuals with disabilities who wish to participate in the activity or program. Users may request consultation and/or services from the district in providing special accommodations to disabled persons. Disabled persons should contact the group leader no later than three (3) days before the activity so that special arrangements can be made.

Adopted:
 12/1/74

Revised:
 10/3/77
 8/12/85
 5/7/90
 9/1/92
 5/2/94
 4/2/01

LEGAL REFS.:
 RCW 28A.335.150
 RCW 28A.320.510
 AGO 1973 No. 26
 American's with Disabilities Act of 1990

CROSS REFS.:
 Rental & Service Charges (DFD)
 Limited Open Forum (IGDAA)
 Community Use of School Facilities (KG-R) (regulation)
 Tobacco-Free Environment (KGC)
 Relations with Governmental Authorities (KN)
 Relations with Park Authorities (KNAH)



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

MEMORANDUM

To: Kurt Triplett, City Manager

From: Kathi Anderson, City Clerk
Michael Olson, Director, Finance and Administration

Date: May 26, 2015

Subject: Kirkland Municipal Code Update Chapter 3.16.070 - Service of Process

RECOMMENDATION:

Council approves the attached ordinance updating KMC Chapter 3.16.070.

BACKGROUND DISCUSSION:

In accordance with RCW 4.28.080(2) which sets out the legal process for the service of summonses on cities, Kirkland Municipal Code (KMC) 3.16.070 provides a list of designated agents who may accept and sign for the service of legal documents on the City of Kirkland in order to facilitate proper service.

A number of changes have occurred resulting from department reorganizations and position reclassifications that necessitate an update to the language in this section of the KMC, which was last updated in 1998.

The proposed ordinance updates the current language in the KMC to reflect correct position titles and department name, and includes the deputy city manager position as an addition to the list of designated agents.

ORDINANCE O-4481

AN ORDINANCE OF THE CITY OF KIRKLAND RELATING TO THE DESIGNATION OF AGENTS BY THE MAYOR AND THE CITY MANAGER TO ACCEPT SERVICE OF PROCESS.

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The City Council of the City of Kirkland do ordain as follows:

Section 1. Section 3.16.070 of the Kirkland Municipal Code is amended to read as follows:

3.16.070 Service of process.

Pursuant to RCW 4.28.080(2), the mayor and city manager designate the city clerk as their agent to accept service of summonses and other original process during normal city business hours (eight a.m. to five p.m.). Whenever the city clerk cannot be so served, the mayor and city manager designate the following persons, in descending order of preference, to be served during normal business hours: The deputy city clerk, the director of ~~administrative services-finance and administration,~~ or the secretary the executive assistant for the city manager or the deputy city managers. In the event that none of these persons can be so served, then service may be to the city manager. If the city manager cannot be served, then service may be to the mayor.

Section 2. This ordinance shall be in force and effect five days from and after its passage by the Kirkland City Council and publication, as required by law.

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

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

MAYOR

Attest:

City Clerk

Approved as to Form:

City Attorney



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

MEMORANDUM

To: Kurt Triplett, City Manager

From: Rob Jammerman, Development Engineering Manager
Kathy Brown Public Works Director

Date: May 19, 2015

Subject: LED Street Light Standards

RECOMMENDATION:

It is recommended that the City Council review the background information related to Light Emitting Diode (LED) street lights and concur that the Kirkland Public Works Pre-Approved Plans and Policies Book be updated to require LED light fixtures on all new street lights.

The Public Works Department maintains a Pre-approved Plans and Policies Book that outlines street and utility construction standards; it is routinely updated by the Department as construction methods and technologies change.

BACKGROUND DISCUSSION:

During the City Council review of the 2015/2016 City Budget, the Council requested that Public Works bring information to the Council regarding LED street lighting standards in development projects. In April of this year, staff presented the following information to the Public Works, Parks, and Human Services Council Committee:

- 1. What is the process for determining when and where new street lights should be installed?***
 - Any new development (two-lot subdivision or larger) that triggers street improvements is required to have the street analyzed for adequate street lighting by Puget Sound Energy (PSE).
 - PSE uses the *IESNA American National Standard Practice for Roadway Lighting* to determine if street lighting is needed along the project street frontage.
 - Most existing streets have some street lighting and PSE analyzes the existing lighting to see if it meets design standards. If it doesn't meet the IESNA Standards, then the developer is required to add new street lights.

- Most developments along existing streets install one or two new lights, and some lights can be installed on existing utility poles if they are in the correct location.
 - New streets always require new street lights; the number of lights depends on the length of the street.
 - All PSE recommended street lights must be reviewed and approved by Public Works.
 - The current standard requires only the installation of High Pressure Sodium (HPS) street lights.
2. ***Due to the long-term energy savings and the declining cost of LED street light fixtures, should the City adopt new standards requiring all new street lights to be equipped with LED fixtures?***

The chart below outlines the cost differences between HPS and LED street light fixtures:

	<i>Up-front Developer Costs</i>		<i>City Costs (Sch. 53)</i>		
	<i>HPS</i>	<i>LED Additional Cost</i>	<i>HPS -Monthly Energy and Maint.</i>	<i>LED -Monthly Energy and Maint.</i>	
<i>New Fiberglass Pole Installed (W/ HPS Fixture)</i>	\$5,422		<i>Maintenance = \$0 (embedded in rate below)</i>	<i>Maintenance = \$0 (embedded in rate below)</i>	
<i>100W LED Equiv</i>		\$227.96	\$13.03	\$11.35	\$20.16
<i>150W LED Equiv.</i>		\$338.39	\$15.45	\$13.54	\$22.92
<i>200W LED Equiv.</i>		\$487.69	\$18.59	\$16.54	\$24.60
<i>Note: Most street lights installed with new developments are 100-150W.</i>					

After reviewing the above information, the Council Committee recommended that this information be presented to the full City Council for review and agreement that the street light standard should be changed by the Public Works Department. If the Council accepts this recommendation as part of the consent calendar, staff will consider the new standard approved. If the Council does not agree with this new standard, the item should be removed from the consent calendar and further discussion should take place under unfinished business. If the Council agrees with the recommended direction, the new standard will go into effect on July 1, 2015. Public Works staff will undertake a notification process to let our development customers know of the upcoming change.

Staff will be presenting an option for converting existing city street lights to LED lighting as part of the CIP process.



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

MEMORANDUM

To: Kurt Triplett, City Manager

From: Tim Llewellyn, Fleet Supervisor
 Erin Devoto, Superintendent of Operations, Public Works
 Kathy Brown, Public Works Director

Date: May 4, 2015

Subject: SURPLUS OF EQUIPMENT RENTAL VEHICLES/EQUIPMENT

RECOMMENDATION:

Staff recommends that the City Council approve the surplus of the Equipment Rental vehicles/equipment identified in this memo by removing them from the City's Equipment Rental Replacement Schedule.

BACKGROUND DISCUSSION:

The surplus of vehicles or equipment which have been replaced with new vehicles or equipment, or no longer meet the needs of the City, is consistent with the City's Equipment Rental Replacement Schedule Policy.

The following equipment has been replaced by new equipment, and if approved by City Council, will be sold or disposed of in accordance with the KMC (Kirkland Municipal Code) Chapter 3.86, The Sale and Disposal of Surplus Personal Property. Surplus vehicles or equipment may be retained for short term, temporary, or special needs of the City prior to disposal as needed.

<u>Fleet #</u>	<u>Year</u>	<u>Make</u>	<u>VIN/Serial Number</u>	<u>License #</u>	<u>Mileage</u>
P103	2011	Dodge Charger	2B3CL1CTXBH551844	53006D	93,025
P104	2011	Dodge Charger	2B3CL1CT1BH551845	53007D	98,750
P106	2011	Dodge Charger	2B3CL1CT6BH551842	53251D	85,515
S04-07	2004	Go-4 Parking Scooter	2W9MPH5504P044087	1385EX	55,859
U-05	2000	Ford F450 Utility Truck	1FDXF46S51EA28700	31765D	64,624
U-06	2003	Ford F450 Utility Truck	1FDXF46P53ED60389	36371D	33,240

The City of Kirkland standard replacement criteria, which reflects the industry standard, is 8 years or 80,000 miles, whichever comes first. FleetAnswers.com recently cited Municipal Vehicle Replacement Trends: Among cities, the average age of replacement for cars is 6.7 years, for class 1-5 trucks is 7.7 years, and for police vehicles it is 4 years.

The criteria for replacement are reviewed annually by Fleet Management. Replacement factors considered are the wear and tear on the engine, drive train, transmission, structural body, and major component parts. Frequency and nature of repairs are examined. Changes in the vehicle mission, in technology, and right-sizing are also considered, as well as the impact of future alternative fuels usage.

The decision to replace a vehicle requires the consensus of the six Fleet Management staff who represent over 120 years of experience. Vehicles should be replaced close to the point where major repair and expense will be needed, to maximize usefulness without sacrificing resale value.

P103, P104, and P106 are all 2011 Dodge Chargers which completed their normal 3 year accounting life as Police Patrol vehicles. All 3 vehicles were then assigned to low mileage duty as Police Crime Prevention vehicles (School Resource Officers, Domestic Violence Officers) extending their useful lives to the City by 1 additional year. These vehicles will be sold at public auction.

S04-07 is a 2004 G0-4 (a 3-wheeled vehicle) which was assigned to Police Parking Enforcement. This vehicle achieved its expected useful life of 6 years, and exceed that standard by an additional 5 years. This vehicle will be sold at public auction.

U-05 is a 2000 Ford F450 Cab & Chassis with a Utility Body assigned to Public Works Sewer Department. This vehicle achieved its expected useful life of 8 years, and exceeded that standard by an additional 7 years. This vehicle will be sold at public auction.

U-06 is a 2003 Ford F450 Cab & Chassis with a Utility Body assigned to Public Works Water Department. This vehicle achieved its expected useful life of 8 years, and exceeded that standard by an additional 4 years. This vehicle will be sold at public auction.

Note: The accounting life of a vehicle is the number of years of anticipated useful life to City operations. It is determined by historical averages and replacement cycles of actual City vehicles. The accounting life provides a timeline basis for the accrual of vehicle Replacement Reserve charges. At the end of a vehicle's accounting life, there should be sufficient funds in the Replacement Reserve Fund to purchase a similar replacement vehicle. The accounting life of a vehicle is a guideline only. Actual usage of City vehicles can vary from averages. All vehicles considered for replacement will be evaluated on their individual condition and availability of replacement funding.



CITY OF KIRKLAND

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

MEMORANDUM

To: Kurt Triplett, City Manager

From: Barry Scott, Purchasing Agent

Date: May 21, 2015

Subject: REPORT ON PROCUREMENT ACTIVITIES FOR COUNCIL MEETING OF JUNE 2, 2015

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

The City's major procurement activities initiated since the last report, dated April 23, 2015, are as follows:

	Project	Process	Estimate/Price	Status
1.	Demolition of City owned House and Duplex on 3 rd Avenue	Job Order Contract	\$108,626.38	Work Order issued to Saybr Contractors of Tacoma.
2.	Consulting Services for Juanita Beach Park Bathhouse Replacement	Request for Qualifications	\$100,000 – \$150,000	RFQ issued on 5/5 with qualifications due on 6/1.
3.	Truck Cab & Chassis, International 7500	Cooperative Purchase	\$101,198.41	Ordered from RWC International of Seattle using WA State contract.
4.	Consulting Services for Goat Hill Drainage Repairs	A&E Roster Process	\$137,700.00	Contract awarded to The Blueline Group, LLC of Kirkland based on qualifications per RCW 39.80.

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



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

MEMORANDUM

To: Kurt Triplett, City Manager
From: Lorrie McKay, Intergovernmental Relations Manager
Date: May 22, 2015
Subject: 2015 LEGISLATIVE UPDATE #9

RECOMMENDATION:

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

BACKGROUND DISCUSSION:

The legislature concluded its 105-day regular legislative session in a stalemate over the biennial budget on April 24. State lawmakers were immediately called back into a 30-day special legislative session by the Governor on April 29 to complete their work on the biennial budgets and related matters (operating, capital and new-law transportation package). They are not limited to these items, however.

By law, special sessions of the legislature can only run for 30 consecutive days. This means that the current special session will officially conclude Thursday, May 28th.

While budget negotiators have been working in Olympia over the past three weeks, not much has moved forward. With less than a week left in the current special session, all signs point to this special session ending on Thursday the 28th without a budget deal. The Governor will immediately reconvene lawmakers for a second special session, which could run close to June 30th, which is also the day state budgets are due. After that point, their options without a budget are very limited, including government shut down.

The House is expected to be in session Wednesday, May 27 through Thursday the 28th, however they are not expected to reach a budget deal.

"Early" 2nd Quarter State Revenue Forecast

The state Economic and Revenue Forecast Council voted unanimously the second week of May to release the latest revenue forecast early, on Monday 18, instead of mid-June as previously scheduled. As reported by the Associated Press, the move was done to help lawmakers who continue to struggle to reach an agreement on a state operating budget. There are differing ideas between the two chambers on how best to proceed. Democrats seek more revenue and Republicans say that new taxes are not needed.

The May 18th revenue forecast shows they have a little more money to work with during their extended budget negotiations. The forecast found that the state's revenue collections through the middle of 2017 are expected to increase by more than \$400 million, with nearly \$327 million for the upcoming 2015-2017 budget and \$79 million for the current two-year budget through the end of June. The projected overall state budget for 2015-17 is expected to be somewhere between \$38 and \$39 billion.

The revenue forecast also showed an uptick in marijuana revenues, with the assumption that more taxes will come in now that the Legislature reconciled the medical and recreational marijuana industries, meaning more marijuana will be subject to taxes. The forecast shows that marijuana could bring in about \$1 billion to the state through the middle of 2019, though officials cautioned that those numbers will continue to change as the industry continues to develop.

Council's Legislative Committee

The Council's Legislative Committee (Mayor Walen, Councilmember Asher and Councilmember Marchione) typically meets on Friday afternoons during the regular session. However, with five of Kirkland's seven legislative priorities still in play during the special session (Attachment A), the committee's focus over the last three weeks has been to meet individually with the members of Kirkland's delegation. The purpose of these meetings was to thank them for their work and to remind them of the status of the City's priorities, as all three budgets and related legislation move closer to being finalized.

Kirkland's remaining 2015 legislative priorities

1. State and local transportation revenue
2. \$75M for the I-405 / NE 132nd Interchange ramp
3. Capital budget funding for multimodal safety investments
4. Flexibility to site marijuana retail facilities and revenue sharing with cities that allow retail facilities
5. Additional Sound Transit revenue authority and that such authority may also be used to fund trail development and alternative transportation along the Eastside Rail Corridor

Status Summary of Five of the City's Seven Priorities as of May 22:

1. State and local transportation revenue - ESSB 5987 is parked in Senate Rules
The Senate passed a revenue package (5987) and a project list (5988). The House passed strikers of these bills out of committee. Among other things, both proposals include annual direct distributions to cities for 16 years, vehicle license fee proposals, funding for SR 520 corridor as well as Renton to Lynnwood I-405 corridor widening.
2. \$75M for the I-405 / NE 132nd Interchange ramp - ESSB 5988 is parked in Senate Rules
While the project and its funding was not included in the Senate transportation proposal, the project and \$75 million in funding was included in the House proposed project list.
3. Capital budget funding of \$1,068,600 at NE 52nd Street - EHB 1115 in House Rules
The House passed a capital budget, but did not include any of Kirkland's capital budget requests. However, the Senate passed capital budget did include \$1,069,000 for the NE 52nd St. project. Each chamber is negotiating from these positions.

NOTE The House version of the transportation budget project list (ESSB 5988) also includes \$1,086,000 for the same NE 52nd St.

4. Siting flexibility for marijuana retail & revenue share with cities - E2SHB 2136 is parked in House Rules
The House and Senate are negotiating 2136, the revenue sharing bill, which includes Kirkland's siting flexibility language.
5. Additional Sound Transit revenue authority, which may also be used to fund trail development and alternative transportation along the Eastside Rail Corridor: ESSB 5987 is parked in Senate Rules (see #1 above)
The Senate and House are negotiating as part of transportation revenue bill. The House proposal includes language allowing Sound Transit to use new funding on regional trails that directly connect to its system.

2015 Session bills that the Governor has signed into law

Bills that Kirkland supported:

HB 1011	Assigning counties to two climate zones for purposes of the state building code.
HB 1069	Concerning preservation of DNA work product.
HB 1223	Allowing the use of lodging taxes for financing workforce housing.
HB 1252	Prescribing penalties for allowing or permitting unlicensed practice of massage therapy or reflexology.
HB 1431	Modifying exemptions relating to real estate appraisals
HB 1550	Simplifying the taxation of amusement, recreation, and physical fitness services.
HB 1851	Creating an expedited permitting and contracting process for bridges owned by local governments that are deemed structurally deficient.
ESHB 1980	Implementing recommendations of the sunshine committee.
SB 5158	Require call location info be provided to law enforcement responding to an emergency. Providing first responders with contact information for subscribers of life alert services during an emergency.
SB 5346	Homeless youth prevention and protection.
SB 5404	Addressing the disclosure of global positioning system data by law enforcement officers.
SB 5482	

Bills that Kirkland was neutral on:

SB 5048	Subjecting a resolution or ordinance adopted by the legislative body of a city or town to assume a water-sewer district to a referendum
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Bills that Kirkland was opposed to:

SB 5923	Promoting economic recovery in the construction industry.
---------	---

The above listing of bills represent those that the City took a position on during the regular 2015 session which were passed by both chambers and that have now been signed into law by Governor Inslee. These bills have been removed from the City's Bill Tracker (Attachment B).

Attachments:

- A. Status update on Kirkland's 2015 Legislative Priorities (05-22-15)
- B. Bill Position Tracker (05-22-15)

Legislative Priority	Bill #	Prime Sponsor	Status
State Transportation Revenue Package 5987 5990 5994 5988 5991 5995 5989 5992 5996 5993 5997	SB 5987	Sen. King	3/2 – Passed Senate: yeas, 27 ; nays, 22 ; absent, 0; excused, 0. 4/20 – House Striker passed committee 4/29 – By resolution, reintroduced/retained in Senate Rules for 3 rd reading
	SB 5988	Sen. King	3/2 – Passed Senate: yeas, 41 ; nays, 8 ; absent, 0; excused, 0. 4/17 – House Striker included ➤ NE 132 nd St. Ramps at \$75M and NE 52 St. Sidewalk project funding \$1.86M in House proposed Transpo Pkg 4/29 – By resolution, reintroduced/retained in Senate Rules for 3 rd reading
Local Transportation Revenue			❖ TBD – included in both: Senate \$20 to \$40 (only after \$20 for two years) House \$20 to \$50 (only after \$20 for two years) ❖ Fuel Tax / Direct Distributions to Counties and Cities both: Senate at \$375M split 37% / 63%. House \$433M split 50% / 50%.
\$75M for the next phase of the I-405 / NE 132nd Interchange ramp	SB 5988	Sen. King	4/17 – Included in House striker 5988, referred to Rules 2 Review 4/29 – By resolution, reintroduced/retained in Senate Rules for 3 rd reading
Continued state financial assistance and other tools that further the development of the Cross Kirkland Corridor (CKC)			3/4 – ERC/CKC/RCC lunch-time open-house held in Olympia
Capital budget funding for multimodal safety investments • Juanita Dr. Multimodal Safety Investments: \$1,021,000 • CKC to Redmond Central Connector: \$750,000 • NE 52nd Street Sidewalk: \$1,068,600	HB 1115	Rep. Dunshee	4/2 – Passed House: yeas, 96 ; nays, 2 ; absent, 0; excused, 0. 4/14 – Passed Senate: yeas, 39 ; nays, 10 ; absent, 0; excused, 0. ➤ Includes NE 52 St. Sidewalk project funding at \$1.69M 4/24 – On concurrence calendar. Referred to House Rules 3
Flexibility to help site marijuana retail facilities and marijuana revenue sharing with cities that allow retail facilities	SB 6062 HB 2136	Sen. Hill Rep. Carlyle	4/3 – Passed Senate: yeas, 27 ; nays, 22 ; absent, 0; excused, 0. 4/29 – By resolution, reintroduced/retained in Senate Rules for 3 rd reading 4/10 – Passed House: yeas, 67 ; nays, 28 ; absent, 0; excused, 3. 4/29 – Passed House: yeas, 70 ; nays, 25 ; absent, 0; excused, 3. 5/1 – Referred to Ways & Means
Additional Sound Transit revenue authority <i>and that such authority may also be used to fund trail development and alternative transportation along the Eastside Rail Corridor.</i>	SB 5987	Sen. King	3/2 – Passed Senate: yeas, 27 ; nays, 22 ; absent, 0; excused, 0. 4/20 – House Striker to Rules 2 Review ➤ Authorizes \$15B ➤ Includes language allowance to fund trail dev & alt trans 4/29 – By resolution, reintroduced/retained in Senate Rules for 3 rd reading
Allow both the state and local governments the option of replacing the property tax cap			

* No **HIGHLIGHTS** = No change in status from last update.

Bill	Title	Position	Sponsor	Status
Support				
HB 1314	Implementing a carbon pollution market program to reduce greenhouse gas emissions.	Support	Fitzgibbon	5/14 - Heard in Appropriations
HB 1517	Concerning the distribution of liquor revenues to local jurisdictions.	Support	Reykdal	4/7 - Heard in Appropriations 4/29 - By resolution, reintroduced and retained in present status (Appropriations).
HB 1651	Concerning definitions related to human trafficking.	Support	Ryu	3/10 - PASSED - yeas 98, nays 0, abs/exc 0 4/29 - By resolution, reintroduced and retained in present status (Rules).
HB 1850	Exempting certain department of transportation actions from local review or permit processes under the shoreline management act.	Support	Hayes	3/10 - PASSED - yeas 97, nays 0, abs/exc 1 4/15 - PASSED - yeas 25, nays 23, abs/exc 1 4/29 - On Concurrence Calendar
HB 2086	Prohibiting certain limitations on the hosting of the homeless by religious organizations.	Support	McBride	3/6 - PASSED - yeas 56, nays 42, abs/exc 0 4/29 - By resolution, reintroduced and retained in present status (Rules).
HB 2122	Concerning real estate as it concerns the local government authority in the use of real estate excise tax revenues and regulating real estate transactions.	Support	McBride	3/13 - Referred to House Rules for 2nd reading 4/29 - By resolution, reintroduced and retained in present status (Rules).
HB 2136	Relating to comprehensive marijuana market reforms	Support	Carlyle	4/10 - PASSED - yeas 67, nays 28, abs/exc 3 4/29 - PASSED - yeas 70, nays 25, abs/exc 3 5/1 - Referred to Senate Ways & Means
HB 2156	Relating to promoting the fiscal sustainability of cities and counties.	Support	Reykdal	4/17 - Heard in House Finance. 4/29 - By resolution, reintroduced and retained in present status (Finance)
HB 2247	Concerning local community development.	Support	Wylie	4/24 - Referred to Community Dev, Housing & Tribal 4/29 - By resolution, reintroduced and retained in present status (CDHT)
Neutral				
HB 2084	Imposing fines, withholding taxes, and other measures to encourage local jurisdictions to timely file state-required reports.	Neutral	Hunter	3/10 - PASSED - yeas 83, nays 15, abs/exc 0 4/29 - By resolution, reintroduced and retained in present status (Rules).
Oppose				
HB 1123	Regulating the minimum dimensions of habitable spaces in single-family residential areas	Oppose	Blake	3/5 - PASSED - yeas 91, nays 7, abs/exc 0 4/29 - By resolution, reintroduced and retained in present status (Rules).
HB 1639	Concerning technology-enhanced government surveillance.	Oppose	Taylor	3/3 - PASSED - yeas 73, nays 25, abs/exc 0 4/15 - PASSED - yeas 43, nays 4, abs/exc 2 4/24 - On Concurrence Calendar

Bill	Title	Position	Sponsor	Status
Support				
SB 5395	Modifying exemptions relating to real estate appraisals	Support	Roach	3/9 - PASSED - yeas 49, nays 0, abs/exc 0 4/29 - By resolution, reintroduced and retained in present status (Rules).
SB 5463	Concerning access to and creation of cultural and heritage programs and facilities.	Support	Hill	3/4 - PASSED - yeas 44, nays 4, abs/exc 1 4/29 - By resolution, reintroduced and retained in present status (Rules).
SSB 5585	Granting counties & cities greater flexibility w/REET.	Support	Dansel	3/23 - Senate Rules X file
SB 5694	Allowing assessments for nuisance abatement	Support	Padden	3/10 - PASSED - yeas 40, nays 9, abs/exc 0 4/29 - By resolution, reintroduced and retained in present status (Rules).
SB 5987	Concerning transportation revenue	Support	King	3/2 - PASSED - yeas 27, nays 22, abs/exc 0 4/29 - By resolution, reintroduced and retained in present status (Rules).
SB 5988	Concerning additive transpo funding and appropriations	Support	King	3/2 - PASSED - yeas 41, nays 8, abs/exc 0 4/29 - By resolution, reintroduced and retained in present status (Senate Rules).
SB 6062	Relating to marijuana.	Support	Hill	4/3 - Passed-yeas, 26; nays, 22; abs/exc 1 4/29 - By resolution, reintroduced and retained in present status (Senate Rules).
Oppose				
SB 6115	Limiting tax imposed by a city on a water / sewer distribution; water / sewerage system business.	Oppose Actively	Chase	4/24 - First read into Sen. Gov Ops. 4/29 - By resolution, reintroduced and retained in present status (Gov Ops).
ESB 5994	local permitting of WSDOT activities	Neutral - lean oppose	King	3/5 - PASSED - yeas 39, nays 19, abs/exc 0 4/29 - By resolution, reintroduced and retained in present status (Rules).



CITY OF KIRKLAND
Department of Parks & Community Services
505 Market Street, Suite A, Kirkland, WA 98033 425.587.3300
www.kirklandwa.gov

MEMORANDUM

To: Kurt Triplett, City Manager

From: Jennifer Schroder, Director
Tracey Dunlap, Deputy City Manager
Robin S. Jenkinson, City Attorney

Date: May 22, 2015

Subject: PROPOSED METROPOLITAN PARK DISTRICT BALLOT MEASURE

RECOMMENDATION

City Council provides direction to staff regarding specific provisions to include in the proposed Metropolitan Park District (MPD) Ordinance and companion Interlocal Agreement between the City and the MPD for Council action at the July 21, 2015 meeting.

BACKGROUND DISCUSSION

On April 21, 2015, the City Council passed Resolution R-5125 regarding a potential Kirkland Aquatic, Recreation and Community Center ballot measure. The resolution directed staff to:

1. Complete those legal, financial, and legislative tasks necessary for the City Council to have the option of placing the formation of a metropolitan park district before voters as early as the November 3, 2015, General Election, as a funding source for an Aquatics, Recreation, and Community Center, parks and other recreational facilities and programs in Kirkland.
2. Continue public outreach that complies with all state and local laws to provide information to the community about the Aquatics, Recreation and Community (ARC) Center and the metropolitan parks district authority.
3. Continue to seek and secure a suitable privately-owned site, preferably in the Totem Lake Urban Center.
4. Continue to explore partnership opportunities and parameters with interested community organizations and neighboring jurisdictions.

At the meeting the Council expressed interest in taking the steps necessary to consider a ballot measure for the 2015 General Election, scheduled for November 3, 2015. Specifically, the Council indicated support for exploring formation of a metropolitan park district as a funding mechanism for development of the ARC Center. The Council expressed this support due to the flexibility provided by the metropolitan park district which allows the Council more time to

identify sites and cost estimates as well as the opportunity for metropolitan park district funds to be spent outside of the metropolitan park district boundary which allows for potential regional partnerships.

Summary of Ordinances

Creation of a Metropolitan Park District and Companion Interlocal Agreement

The proposed ordinance would place a measure on the November 3, 2015, ballot to create a metropolitan park district. As currently drafted, upon voter approval of the measure, the District would be formed with the same boundaries as the City of Kirkland and the City Council members, acting *ex officio* and independently, would comprise the governing board (the District Board).

If approved by a majority of the voters within its proposed boundaries, the District would be formed as a separate municipal corporation. It would have all the powers given to metropolitan park districts under state law, including the power to levy a property tax and ability to act in conjunction with the City to maintain, operate and improve parks, community centers, pools and other recreation facilities and programs.

As a companion to the proposed ordinance to create a metropolitan park district, there is an ordinance which provides for an interlocal agreement between the City and the proposed metropolitan park district. The companion ordinance specifies how the City and the District would cooperate and authorizes the City Manager to execute such an agreement on behalf of the City.

The attached draft ordinances were prepared for Council review and will be updated to reflect any additional policy direction received at the June 2nd meeting (Attachments A and B). The form and content of the ordinances are guided by relevant state law and were drafted by Alice Ostdiek of Foster Pepper, PLLC in cooperation with the City Attorney.

The ballot title must conform to certain statutory requirements and is subject to a 75-word limit describing the measure. A draft ballot title and draft district name are included below.

PROPOSITION 1

Formation of [The Kirkland Aquatics and Recreation District]

Proposition 1 concerns formation of a metropolitan park district under chapter 35.61 RCW.

This proposition would create the [Kirkland Aquatics and Recreation District] to provide funding to construct, operate, maintain and improve a proposed Aquatics, Recreation, and Community Center facility and other parks and recreation facilities. The District could raise revenue by levying taxes and contract with the City to perform its functions. Its boundaries would be the same as the City of Kirkland and the elected City Councilmembers would comprise its board.

Policy questions the Council has asked to consider in reviewing the draft ballot title for the formation of the proposed metropolitan district:

1. What should the District be named? Potential alternative names include:
 - Kirkland Aquatics, Recreation and Community Parks District (ARC Parks District)
 - Kirkland Aquatics, Recreation and Community Center (ARCC) District
 - Kirkland Aquatics and Recreation District (KARD)
 - Kirkland Community Aquatics and Recreation District (KCARD)
 - Kirkland Metropolitan Aquatics and Recreation District
 - Kirkland Metropolitan Pool and Park District
 - Kirkland Pool and Park District
 - Kirkland Aquatics and Parks District

2. Should the existing permanent park levies be rolled into the metropolitan park district to create one consolidated funding source? The two existing permanent park levies are:
 - 1) 2002 Park Maintenance Fund for the maintenance and operation of park properties acquired and/or developed from the companion park bond passed in November 2002. This special revenue fund includes the maintenance and operation of Juanita Beach Park, Carillon Woods, North Rose Hill Woodlands Park, and seven Lake Washington School District playfields (Kirkland Middle School baseball field, and playfields at Mark Twain Elementary, Lakeview Elementary, Juanita Elementary, Rose Hill Elementary, Ben Franklin Elementary and Emerson High School). This measure increased the City's regular property tax levy by \$.10 per \$1,000 assessed value (AV) in 2003. The 2015 assessment is \$0.06960 due to the impacts of assessed valuation growth and the 1% optional levy limit.

 - 2) 2012 Parks Levy Fund for park maintenance, restoration and enhancement. The levy restored maintenance and beach lifeguard services at Houghton, Waverly and Juanita beaches and restored maintenance at neighborhood parks including restroom operation and repairs. The levy also provides for the maintenance of O.O. Denny Park, the Cross Kirkland Corridor and provides ongoing funding for the Green Kirkland Partnership. The levy includes annual capital funding for restoration of docks and park facilities, playfields and open space acquisition. This measure increased the City's regular property tax levy by \$.16 per \$1,000 assessed value in 2013. The 2015 assessment is \$0.12878 due to the impacts of assessed valuation growth and the 1% optional levy limit.

Fund Source	Initial Levy Rate/\$1000 AV	2015 Levy Rate/\$1000 AV
2002 Park Maintenance Fund	\$0.10	\$0.06960
2012 Parks Levy Fund	\$0.16	\$0.12878

It should be noted that a metropolitan park district is a junior taxing district that has two regular property levies available – one of \$0.50 per \$1000/AV and one of \$0.25 cents. The two levies are considered as one levy for the purposes of the levy limits in chapter 84.55 RCW,

which sets the limits on the amount by which a levy can be increased (note that the levy is the total dollar amount, not the tax rate). However, the two levies have different rankings in the prorationing statute.

The aggregate regular levy rates of senior taxing districts (counties and cities) and junior taxing districts (fire districts, metropolitan park districts, cemetery districts, park and recreation districts, etc.) may not exceed \$5.90/\$1000 AV. If this limit is exceeded, the levy of at least one junior taxing district must be prorated.

The existing permanent levies are not subject to the levy limit cap. Placing them in the MPD would not initially appear to create prorationing issues, however if the City became part of a Regional Fire Authority (RFA) and King County property tax initiatives continue to pass, prorationing could become an issue over time.

Rolling the levies into the MPD could generate support by simplifying and consolidating all parks related funding streams into one measure. However such an action could also create confusion and the appearance of a large tax measure which might undermine support. It would be challenging to include a clear description of combining levies in the ballot title given the 75 word limit. The combination action could instead be described in the adopting ordinances and the voter pamphlet. However it is not clear how many voters would therefore be aware of the commitment to combine levies as they filled out ballots.

This decision does not need to be made prior to the adoption of the MPD. It could be one of the first decisions made by the MPD Board. Staff recommends gathering more public input on this issue prior to making any final decisions regarding combining the levies and the MPD.

3. Should the amount of the metropolitan park district levy be capped in the measure?

Under State law, the metropolitan park district could collect up to 75 cents per \$1,000 of assessed value. To collect more than 75 cents per \$1000 AV requires an election in which voter turnout is at least 40 percent of the turnout in the last general election and 60 percent of those voters approve the higher rate. The projected cost to build the ARC ranges from \$48 million to \$60 million, not including property acquisition. Because a site has not been selected, the following chart only illustrates the potential levy rate:

Project Capital Cost	\$48 million	\$60 million
Annual City Debt Service ^{1/}	\$2.9 million	\$3.7 million
Estimated Property Tax Rate per \$1,000 AV ^{2/}	\$ 0.1597	\$0.1996
Monthly Impact on Median Household ^{3/}	\$5.79	\$7.24

1/ 30 year repayment term; 4.5% interest rate

2/ Based on 2015 Assessed value of \$18,453,587,963

3/ 2015 Median house value of \$435,000; King County Assessor

The Council has been clear it does not intend to use the full taxing authority of the MPD so capping the rate is not an issue from a policy standpoint. The primary drawback is not knowing where to set the rate limit since there are still many unknowns regarding the cost of the facility. Staff again recommends more public input prior to deciding on whether to cap the rate.

Proposed companion Interlocal Agreement
(Attachment 1 to Attachment B)

The proposed interlocal agreement, (the Agreement) describes the roles and responsibilities that could be shared between the City and the District to construct, operate and maintain the ARC and other parks and recreation facilities and programs throughout the City. Highlights of the Agreement as drafted include:

- The City Council would serve as the governing board (the District Board)
- The Board (City Council) would approve the District's budget. The District budget would be developed in conjunction with the City's own budget process and timelines.
- Park and recreation land, facilities and equipment funded and maintained with District funds would be the property of the City.
- The City would provide all staffing and administrative services to implement the projects, programs and services identified in the adopted District budget.
- The Park Board would be the advisory committee to the City Council and the District Board regarding District budget requests.
- The City Finance Director would serve as ex officio Treasurer

Actions Needed by the City Council

In addition to the approval of the authorizing ordinance and resolution on July 21, the City Council will need to request citizen volunteers to serve on the committees that will write the pro and con statements for the Voters' Pamphlet. An explanatory statement for the Voters' Pamphlet will also be prepared by the City Attorney for City Council review. The sequence of events and deadlines for these activities are shown below:

July 2**Direct the City Clerk to solicit citizen committees for pro and con statements –**

The City Council directs staff to call for citizen volunteers for the pro and con committees. The City Clerk will publish a notice requesting volunteers. Staff will also issue a media release and send out the request through the neighborhood news listserv and post the announcement on the City's web page. Because of the short turnaround time between the approval of the ordinances (July 21) and the due date for the pro and con statements (August 13), staff is recommending that the committee appointment process be set in motion on July 2.

Hold a Public Hearing – While a public hearing is not required prior to approving the ordinances, staff recommends holding a hearing prior to approval of the authorizing ordinances. This important step is one way to demonstrate transparency in the process.

July 21

Approve ordinances authorizing levies to be placed on the November 3 ballot – This is the final regular meeting during which the ordinances can be approved.

Appoint Pro/Con Committees – The City Council will consider a resolution appointing committee members that will write pro and con statements for the creation of a metropolitan park district.

August 4

File approved Ordinances with the King County Clerk – Staff will file the appropriate documents with the Clerk of the King County Council on or before August 4.

August 7

Explanatory statements submitted to King County Elections – An explanatory statement will be prepared by the City Attorney for the Voters' Pamphlet. The explanatory statements are due to the King County Elections Office by August 7 in order to be included in the Voters' Pamphlet.

August 13

Pro and con statements submitted to King County Elections – Pro and con statements are prepared by the appointed committees and submitted to King County Elections by August 13 in order to be included in the Voters' Pamphlet. Rebuttal statements are due by August 17.

Staff is seeking guidance on the draft ordinances and policy issues as well as whether the Council needs additional information on any of the topics prior to receiving the final ordinances on July 21.

ATTACHMENT A

ORDINANCE NO. _____

AN ORDINANCE RELATING TO CREATION OF A METROPOLITAN PARK DISTRICT WITH BOUNDARIES COEXTENSIVE WITH THE CITY; REQUESTING THAT A PROPOSITION TO FORM THE [KIRKLAND AQUATICS AND RECREATION DISTRICT] BE SUBMITTED TO THE VOTERS WITHIN THE PROPOSED BOUNDARIES OF THE DISTRICT, AT THE NOVEMBER 3, 2015 GENERAL ELECTION; AND PROVIDING FOR PROPERLY RELATED MATTERS.

WHEREAS, by Resolution R-____, the Kirkland City Council has previously found that there is a need to create a stable funding source for parks and other recreational facilities and programs, including specifically to fund a proposed Aquatics, Recreation and Community Center (the "ARC"), to serve the residents of Kirkland; and

WHEREAS, chapter 35.61 RCW provides that a metropolitan park district ("MPD") may be created upon voter approval of a ballot measure submitted to the voters of the proposed district; and

WHEREAS, state law (including chapters 35.61, 67.20 and 84.52 RCW) authorizes MPDs to levy and impose various taxes and fees to provide ongoing funding to construct, maintain, operate and improve recreational facilities including pools, parks, community centers and other recreational facilities; and

WHEREAS, the City Council finds that it is in the best interests of the residents of Kirkland to submit to the voters a ballot proposition to create the Kirkland Aquatics and Recreation District to provide a stable funding source for the proposed ARC and other future parks and recreational facilities and programs.

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

Section 1. Election – Ballot Title. The City Council directs the City Clerk to file this ordinance with the Director of Elections of King County, Washington, as *ex officio* supervisor of elections. The Clerk shall request that the Director of Elections call and conduct a special election in the City of Kirkland in conjunction with the primary election to be held on November 3, 2015, for the purpose of submitting to the voters within the boundaries of the City (which are the boundaries of the proposed district) a proposition to form a metropolitan park district as authorized under chapter 35.61 RCW. The City Clerk is directed to certify to the King County Director of Elections a ballot title in substantially the following form, with such changes as may be approved by the City Attorney:

ATTACHMENT A

PROPOSITION 1
Formation of [Kirkland Aquatic and Recreation District]

Proposition 1 concerns formation of a metropolitan park district under chapter 35.61 RCW.

This proposition would create the [Kirkland Aquatic and Recreation District] to provide funding to construct, operate, maintain and improve a proposed Aquatics Recreation and Community Center and other parks and recreational facilities. The District could raise revenue by levying taxes and contract with the City to perform its functions. Its boundaries would be the same as the City of Kirkland and the elected City Councilmembers would comprise its board.

[] **For** the formation of a metropolitan park district to be governed by the members of the Kirkland City Council serving in an *ex officio* capacity as the Board of Commissioners.

[] **Against** the formation of a metropolitan park district.

For purposes of RCW 29A.36.080, the Kirkland City Attorney is identified as the person to whom the King County Director of Elections shall provide notices regarding the ballot title.

Section 2. Boundaries of the Kirkland Metropolitan Park District; Composition of Governing Board. The boundaries of the Kirkland Metropolitan Park District will be coterminous with the boundaries of the City of Kirkland. The elected City Councilmembers of the City of Kirkland would be designated to serve in an *ex officio* capacity as the board of metropolitan park commissioners.

Section 3. Ratification. The City Clerk's certification to the King County Director Elections of the proposition in section 1 and any other acts taken after the passage of this ordinance and consistent with its authority, are hereby ratified and confirmed.

ATTACHMENT A

Section 4. Effective Date. This ordinance shall be in full force and effect five days from and after its passage by the Kirkland City Council and publication, as required by law.

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

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

MAYOR

Attest:

City Clerk

Publication Date: _____

Approved as to Form:

City Attorney

DRAFT

ATTACHMENT B

ORDINANCE NO. _____

AN ORDINANCE APPROVING THE FORM OF AN INTERLOCAL AGREEMENT WITH THE [KIRKLAND AQUATICS AND RECREATION DISTRICT], IF THE FORMATION OF THE DISTRICT IS APPROVED BY THE VOTERS; AND AUTHORIZING THE CITY MANAGER TO EXECUTE SUCH AGREEMENT ON BEHALF OF THE CITY; AND PROVIDING FOR PROPERLY RELATED MATTERS.

WHEREAS, by Resolution R-____, the Kirkland City Council has previously found that there is a need to create a stable funding source for parks and other recreational facilities and programs, including specifically to fund a proposed Aquatics, Recreation and Community Center (the "ARC"), to serve the residents of Kirkland; and

WHEREAS, chapter 35.61 RCW provides that a metropolitan park district ("MPD") may be created upon voter approval of a ballot measure submitted to the voters of the proposed district; and

WHEREAS, state law (including chapters 35.61, 67.20 and 84.52 RCW) authorizes MPDs to levy and impose various taxes and fees to provide ongoing funding to construct, maintain, operate and improve recreational facilities including pools, parks, community centers and other recreational facilities; and

WHEREAS, the City Council by Ordinance ____ has found that is in the best interests of the residents of Kirkland to submit to the voters a ballot proposition to create the [Kirkland Aquatics and Recreation District] to provide a stable funding source for the proposed ARC and other future parks and recreational facilities and programs; and

WHEREAS, the City Council further finds that it is in the best interests of the City and its residents to authorize the City Manager to execute an interlocal agreement with the [Kirkland Aquatics and Recreation District] to provide for the joint and cooperative undertaking of providing stable funding for the ARC and other parks and recreational facilities and programs within Kirkland and to avoid duplication of functions and services.

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

Section 1. Statement of Intent. It is the intent of the City that, if the voters approve formation of the [Kirkland Aquatics and Recreation District] (the "Park District") within the boundaries of the City of Kirkland, the City will work in cooperation with the Park District to construct, operate and maintain a proposed Aquatics, Recreation and Community Center (the "ARC") and other parks and recreation facilities and programs throughout the City. It is the City's intent to continue to manage and control the City's existing public parks and recreational facilities, and to develop the ARC and future additional parks and

ATTACHMENT B

recreational facilities in a cooperative manner with the Park District, under an interlocal agreement as further authorized below.

Section 2. Interlocal Agreement Authorized. If the voters of the proposed Park District approve its formation, the City Manager is authorized and directed to enter into an interlocal agreement with the Park District substantially in the form attached as Attachment 1, with such changes as the City Manager deems necessary and advisable, such that the intent of the City as expressed herein is carried out.

Section 3. Ratification. All actions taken prior to the effective date of this ordinance and consistent with the intent expressed herein, are hereby ratified and confirmed.

Section 4. Effective Date. This ordinance shall be in full force and effect five days from and after its passage by the Kirkland City Council and publication, as required by law.

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

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

MAYOR

Attest:

City Clerk

Publication Date: _____

Approved as to Form:

City Attorney

INTERLOCAL AGREEMENT

THIS AGREEMENT (this “**Agreement**”) between the City of Kirkland, Washington (the “**City**”), a code city organized under title 35A RCW, and the [NAME OF DISTRICT], a municipal corporation organized under chapter 35.61 RCW (the “**Park District**”) (together, the “**Parties**”) is effective as of _____, 2015, and is for the purposes described herein.

RECITALS

A. Since 2001 the City of Kirkland’s Comprehensive Park, Recreation, and Open Space Plan has identified the need for more multi-use recreation space in the community. The 2007 Kirkland Indoor Recreation Feasibility Study described a prototype multi-use recreation center which would respond to community needs and interests and which included an aquatics facility component.

B. Kirkland lacks recreation and aquatic facilities to more broadly serve its general population, especially in comparison with national statistics and trends. Aquatic facilities have been an essential part of the Kirkland community and culture for over 45 years, beginning with construction of Peter Kirk Pool in 1968, followed in 1971 with the construction of the Juanita Aquatics Center at Juanita High School. However, according to the standards of the National Recreation and Parks Association, the current Kirkland public aquatic facilities do not meet local needs.

C. The Juanita Aquatics Center is the sole public indoor, year-round aquatic facility in the Kirkland community which provides a variety of critical recreational, educational, competitive, and health and wellness activities for residents of all ages. However, the Lake Washington School District has determined that the Juanita Aquatics Center has reached the end of its useful life and has furthermore decided that the Aquatics Center will not be retained at the time of Juanita High School’s modernization or replacement.

D. On September 16, 2014, the Parks and Community Services Department and Park Board presented findings and recommendations to the City Council for a proposed Aquatics, Recreation, and Community Center (the “ARC”), including recommendations on facility components and siting preferences. Based on these recommendations and other information provided to the City Council, the City Council believes a new public recreation and aquatic facility must serve all members of the public from children to seniors and must provide programming, including instruction, recreation and competition opportunities as well as wellness, fitness and rehabilitation options.

E. The City therefore passed Ordinances ___ and ___ proposing formation of a metropolitan park district under chapter 35.61 RCW and expressing its intent to cooperate with such a district to develop, construct and operate a proposed ARC and to maintain, operate and improve parks and recreational facilities and programs for the future.

F. A majority of the voters voting at an election held on November 3, 2015 approved the formation of the Park District and the Park District was formed immediately upon certification of the election results, pursuant to RCW 35.61.040, possessing all powers available to a metropolitan park district under state law.

ATTACHMENT 1

G. The City and the Park District are each, acting independently or jointly, authorized by RCW 67.20.010 and other state law, *inter alia*, to construct, improve, control, operate and maintain parks, playgrounds, gymnasiums, swimming pools, field houses, bathing beaches, roads and public camps and other recreational facilities.

H. Chapter 39.34 RCW (Interlocal Cooperation Act) permits local governmental units to make the most efficient use of their powers by enabling them to cooperate on the basis of mutual advantage.

I. By Ordinance ____ of the City, the City Manager is authorized to execute this Agreement on behalf of the City.

J. By Resolution ____ of the Board of Commissioners of the Park District (the "District Board"), the [President of the District Board] is authorized to execute this Agreement on behalf of the Park District.

K. The City and the Park District desire to enter into this Agreement pursuant to chapters 39.34 and 67.20 RCW in order to establish the framework for cooperation to develop, construct, operate and maintain the ARC and to provide ongoing and stable funding to maintain, operate and improve parks and recreational facilities and programs for the future.

AGREEMENT

The Parties enter into this Agreement in order to coordinate their efforts as authorized by chapter 67.20 RCW and the Interlocal Cooperation Act:

1. **Purpose and Interpretation.** The City and the Park District are each, acting independently or jointly, authorized by chapters 67.20 and 39.34 RCW, *inter alia*, to construct, operate, maintain and improve parks and recreational facilities, including a proposed Aquatics, Recreation, and Community Center facility. The purpose of this Agreement is to make the most efficient use of public funds and to avoid duplication of efforts.

2. **The Aquatics, Recreational and Community Center (the "ARC").** The City and the Park District agree to pursue the joint and cooperative development of an aquatics, recreational and community center to be known as the ARC, including without limitation: _____. The City will obtain financing for the design, siting (including land acquisition) and construction of the ARC, pursuant to state law and city code regarding construction of public works projects. The method of financing is to be determined by the City, and may include, without limitation, the issuance of bonds, loans or other forms of indebtedness. The Park District and the City will determine the timing of any financing and the order and the terms for the financing of the ARC. The Park District agrees to pay to the City from tax revenues amounts sufficient to repay any indebtedness (or portion thereof allocated to the Park District) and to reimburse the City for ARC costs to be agreed upon by the Parties. The amounts to be paid to the City may include both direct and incidental costs incurred in connection with the ARC, including, but not limited to: design costs; construction costs; necessary and related engineering, architectural, planning, consulting, inspection, permitting and testing costs; administrative and relocation expenses; site acquisition and improvement; demolition; procurement of liability insurance; on and off-site utilities and road improvements; costs related to the issuance, sale and delivery of bonds or other indebtedness; payments for financial and legal services; obtaining ratings and bond insurance; printing, advertising, establishing and funding accounts; payment of

ATTACHMENT 1

interest due on any bonds, loans or other indebtedness (including capitalized interest for up to six months after completion of construction); and other similar activities or purposes.

3. **Park District Staffing.** Pursuant to this Agreement and as part of the consideration provided hereunder, the City will provide all staffing to implement the projects, programs and services identified in the adopted Park District budget and shall provide necessary related support to the Park District, including without limitation, administrative staffing, treasury management services, legal services and similar support. To avoid duplication of services, the Park District shall not hire separate staff.

4. **Finances and Budgeting.** The Parties agree to participate in the budgeting process described in Section 4 of this Agreement. The Park District agrees to pay all property taxes collected by it to the City, in furtherance of the purposes set forth herein. The City agrees to apply any funds received by it from the Park District in accordance with this Agreement. The City will continue to apply all funds received by it as a result of the levy lid lift approved by the voters in 20__, in furtherance of the purposes of that levy lid lift.

4.1. **Budget Process.** The Parties agree to the following process for limiting and controlling the Park District's annual budget and property tax levy:

4.1.1 **City to Prepare Budget Request.** In conjunction with development of its own budget request, the City administration shall identify the amount of funding required from the Park District and shall prepare a Park District budget request to be presented to the District Board. The budget request shall describe the proposed expenditures of Park District revenues and shall be accompanied by an annual report documenting the status of the park and recreation projects, programs and services undertaken pursuant to this Agreement.

4.1.2 **Advisory Committee Review.** The Park Board (or such community advisory committee as may from time to time be constituted to fill that role) shall have an opportunity to review and provide advice to the City Council and to the Board of Park District Commissioners regarding the budget request.

4.1.3 **Adoption of Budget and Levy by Park District.** The Board of Park District commissioners shall review the budget proposal and approve a final Park District budget in accordance with state law. The Park District agrees to levy property taxes annually under RCW 35.61.210, within applicable statutory and constitutional rate and amount limitations, in amounts sufficient to fund its adopted budget.

4.2. **City Finance Director to Serve as *ex officio* Treasurer.** The Park District agrees take such actions as are necessary under RCW 35.61.180 to appoint the City [Director of Finance] to serve as *ex officio* Treasurer for the Park District. The City [Director of Finance] agrees to accept appointment as *ex officio* Treasurer for the Park District in accordance with RCW 35.61.180. In such capacity, the City Director of Finance shall maintain financial records on behalf of the Park District, kept in accordance with applicable generally accepted accounting principles and other applicable governmental accounting requirements.

5. **Condemnation and other Exercise of Governmental Powers.** The Park District shall not exercise condemnation powers within the City of Kirkland. If condemnation of property is required for Park District purposes, the City may exercise condemnation powers on the Park District's behalf. The Park District shall form no local improvement district within the City. If

ATTACHMENT 1

formation of a local improvement district is required for Park District purposes, the City may carry out the formation and may levy and collect of assessments on the Park District’s behalf.

6. Interlocal Cooperation Act Provisions.

6.1. **Ownership of Property.** No joint property ownership of existing property is contemplated under the terms of this Agreement. To the extent that future properties are developed pursuant to this Agreement, the Parties contemplate that ownership of such properties will be determined based on the method(s) of financing selected for such development. [It is the intent of the Parties that the City control and operate any such future facilities, regardless of technical ownership.]

6.2. **No Joint Board.** No provision is made for a joint board.

6.3. **No Indemnity.** No indemnification is provided by this Agreement. The Parties agree to bear their respective liability for any acts or omissions resulting under this Agreement, as those liabilities are determined under the laws of the state of Washington or any mutually approved settlement agreement.

7. **Termination.** This Agreement may be terminated by either Party upon the provision of 180 calendar days’ notice. Additionally, this Agreement expires upon the future dissolution of the Park District. Upon dissolution of the Park District, it is the intent of the parties that all assets be turned over to the City.

8. **Compliance with Other Law.** The Parties shall comply with all applicable state and federal law, including without limitation those regarding contracting, labor relations, minimum and prevailing wage, open public meetings, public records, ethics, and nondiscrimination.

9. **Severability.** In the event that any provision of this agreement is held to be in conflict with existing state statute or any future amendment thereof, such provisions shall be severable, and the remaining provisions of this agreement shall remain in full force and effect.

10. **Effective Date.** This Agreement will be effective after listing on the City’s official website or other electronically retrievable public source, or filing with King County as provided by law.

IN WITNESS WHEREOF, the Parties have executed this Agreement as of the date first written above.

CITY OF KIRKLAND, WASHINGTON

[NAME OF DISTRICT]

City Manager

Chair of the Board

ATTEST:

ATTEST:

City Clerk

Secretary of the Board

APPROVED AS TO FORM:

City Attorney

DRAFT

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

MEMORANDUM

To: Kurt Triplett, City Manager

From: David Godfrey, Transportation Manager
Kathy Brown, Public Works Director

Date: May 20, 2015

Subject: DRAFT CITY OF KIRKLAND LETTER WITH COMMENTS ON ST3 DRAFT PRIORITY PROJECTS LIST

RECOMMENDATION:

Staff recommends that City Council reviews, edits and approves a letter to the Sound Transit Board (Attachment A) providing formal input to the Sound Transit 3 Long Range Plan and Priority Project List. Staff further recommends that Kirkland officials and staff should participate and comment at various opportunities throughout Sound Transit's public input outreach process which are identified below.

BACKGROUND DISCUSSION:

The City Council adopted the following element in the 2015-2016 City Work Program:

"Ensure that any Sound Transit ballot measure connects the Totem Lake Urban Center to the region with High Capacity Transit."

Therefore tracking the Sound Transit 3 Long Range Plan and System Plan is a priority for the City. In December 2014 the Sound Transit Board adopted an updated Long Range Plan (LRP), which is a required element of Sound Transit's authorizing legislations. Currently the Sound Transit Board is developing a draft Priority Project List (PPL), which begins to narrow down the corridors and modes that will be considered for an updated System Plan. If authorized by the legislature this year, the System Plan could then be taken to the voters as an ST3 package in November 2016. The legislature is currently debating the size of the package, which could be between \$11 billion and \$15 billion.

The Sound Transit board is seeking public input and jurisdictional comments prior to refining the PPL at their August 27, 2015 Board meeting. Sound Transit will initiate a public outreach process beginning June 4. Formal letters with comments from jurisdictions are due July 15, 2015. Kirkland should finalize its letter early and use it as the basis for comments throughout the public input process. The letter can be supplemented with further comments over time.

Additional Transit Planning Resources

The capacity of the current Kirkland Transportation staff is strained with the development of the Transportation Master Plan and the Six-Year CIP process, both of which are also 2015-2016 City Work Plan items. The Council therefore authorized staff to bring in additional resources to aid in engaging the Sound Transit and King County Metro planning processes to ensure Kirkland's interests are clearly articulated. Kirkland has contracted with the Transpo Group for immediate Sound Transit planning support. Adam Parast from the Transpo Group had been assigned to aid Kirkland and has provided analysis and advice that helped shape the draft letter. Staff are also in the process of hiring a temporary transportation planning position to supplement these efforts.

ST3 Draft Priority Projects List Development 2015 Timeline:

- May 28: Sound Transit Board Meeting – Mayor Amy Walen will address the Board with an overview of Kirkland's draft priorities statement related to ST3 PPL. (Attachment B)
- June 2: Kirkland City Council Meeting – City Council review, edit and approval of City of Kirkland letter commenting on Draft Priority Projects List
- June 4 – July 8: Public Comment/Public Meetings (Online Survey; ST Board Meetings; and five Subarea Public Meetings)
 - **Seattle (Evening)** - June 16 5:30-7:30 p.m. Union Station, 401 S Jackson St.
 - **Everett** - June 18 5:30-7:30 p.m. Everett Station, 3201 Smith Ave.
 - **Redmond** - June 23 5:30-7:30 p.m. Redmond Marriot, 7401 164th Ave. NE
 - **Tacoma** - June 24 5:30-7:30 p.m. Greater Tacoma Convention & Trade Center, 1500 Broadway
 - **Seattle (Daytime)** - June 25 11:30 a.m. – 1:30 p.m. Union Station 401 S. Jackson St
 - **Federal Way** - June 25 5:30-7:30 p.m. King County Aquatic Center Banquet Room 650 SW Campus Dr.
- June 23: Eastside Subarea Public Meeting in Redmond
- July 15: City Letters with comments of Draft Priority Projects List are due
- August: Sound Transit Board advances Priority Projects List, based on public outreach and jurisdictional input
- October: Financing templates available
- Fall/Winter: Evaluate projects and create templates

Next Steps

With Council feedback and approval, staff will finalize the letter containing Kirkland's comments on the Draft Priority Projects List for submittal to Sound Transit. Staff will then work with the Council to identify which Kirkland officials and staff will appear and comment at the various opportunities throughout Sound Transit's public input outreach process.

Attachment A: Draft Kirkland letter commenting on Draft Priority Projects List

Attachment B: Draft Kirkland Priorities list provided to the Sound Transit Board on May 28, 2015

DRAFT**Dear _____**

The City of Kirkland has been tracking the Sound Transit 3 Long Range Plan updates process with interest and thanks Sound Transit staff for engaging the City throughout the process. In December 2014 the Sound Transit Board adopted an updated Long Range Plan (LRP), which is a required element of Sound Transit's authorizing legislations. The LRP is a blueprint for the long-term vision of the region's High Capacity Transit (HCT) network. In and around Kirkland, the LRP identifies transit on the following corridors:

- **SR 520:** Regional express bus and/or HCT from the Seattle side of SR 520 to Redmond
- **I-405:** Regional express bus, bus rapid transit (BRT), and/or light rail (LRT)
- **Eastside Rail Corridor:** HCT from SR 522 to SR 520 serving the Totem Lake Urban Center and South Kirkland Park and Ride
- **SR 522:** Regional express bus and/or HCT from I-5/NE 145th Street to I-405

The LRP update leveraged corridor studies, which included studies of the Eastside Rail Corridor (LRT, BRT, and commuter rail), I-405 BRT, Kirkland-Bellevue-Issaquah (LRT and BRT), and University District-Kirkland-Redmond (LRT and BRT).

Currently the Sound Transit Board is developing a draft Priority Project List (PPL), which begins to narrow down the corridors and modes that will be consider for an updated System Plan. The System Plan could then be taken to the voters as an ST3 package in November 2016. A staff draft of the PPL was presented to the Sound Transit Executive Committee on May 7th and included completion of LRT to downtown Redmond, I-405 BRT and LRT from Totem Lake to Issaquah via the ERC and I-90.

Over the next month the City will engage with Sound Transit as well as other Eastside cities to suggest potential additions or changes to the draft PPL. Once the PPL has been developed, the City of Kirkland would like to actively work with Sound Transit to further refine projects on the PPL to ensure the best possible projects have been studied for a System Plan. The City of Kirkland would like to see a public outreach process that allows the public to see the tradeoffs of various system plans as a system rather and individual corridors.

Kirkland eagerly looks forward to this process and has long supported regional transit investments including Sound Move and ST2. Transit is key to both the City's land use as well as its livability and sustainability goals. The City has a long tradition of investing in the livability of its communities, most notably though acquisition of waterfront park space decades ago. Recently the City also purchased the Cross Kirkland Corridor and has identified it as a corridor where the City would like to see HCT investments.

The City looks forward to increased transit oriented development (TOD), especially in the Totem Lake Urban Center where HCT investments could be a catalyst for development. Currently roughly one-third of Kirkland's employment is in Totem Lake and as the City grows, a greater share of housing and employment growth must occur in Totem Lake. By 2031 nearly half of Kirkland's employment is planned for the Totem Lake Urban Center.

ST3 Priority Project List Comments

The City has synthesized its major comments on the PPL in the list below. This list does its best to present the City's priorities in a brief and simple way. The City looks forward to working directly with the Sound Transit Board and the Sound Transit staff to discuss these priorities. The City will also be developing additional details to be presented at future points in the public process.

- **Identify the Financial Capacity of the Eastside.** The City would like to understand the financial capacity of the East Subarea under both the House and Senate proposals as this will influence the City's priorities moving forward. Kirkland understands there is a limit to the dollars that can be allocated to the eastside and will prioritize projects based on financial realities.
- **Advance ST2 Investments.** Deliver on investments and planning from Sound Move and ST2. Completing investments in I-405 BRT is a key priority of the City with improved access for Kirkland residents at NE 85th Street and the southern portion of the Totem Lake Urban Center. The extension of East Link to downtown Redmond should also be a strong priority, as should an HCT connection from Issaquah to Bellevue.
- **Connect Downtown Kirkland and Google with HCT and regional bus service on I-405 and the ERC.** Downtown Kirkland is one of the densest and most established historic downtowns on the Eastside. Current development projects are underway that will bring thousands of new jobs and hundreds of new housing units to Downtown Kirkland within the next five years. ST3 must connect Downtown Kirkland to BRT and regional transit service on I-405 and SR 520. The City would like to work with Sound Transit to identify ways in which access to BRT and regional transit service can be accomplished such as a new freeway station at NE 85th and better transit connections to the South Kirkland Park and Ride. Any HCT service on I-405 or the Eastside Rail Corridor (ERC) must either pass through or have a high-quality connection to Downtown Kirkland and the Google Campus. Fixed guideway connections or people movers to the corridors are potential solutions. The City would like to work with Sound Transit to identify creative options.
- **Consider BRT as well as LRT along the Eastside Rail Corridor between Totem Lake, Bellevue and Issaquah.** The City would like to see both BRT and LRT included in the PPL, with one of these two HCT projects included in a final ST3 package. The potential revenue constraints to funding LRT along the ERC makes it prudent to keep BRT or other technologies as HCT options. The city requests that Sound Transit work with the City to better develop these concepts before Sound Transit develops the "project templates" for public review.
- **Support TOD in the Totem Lake Urban Center.** The City sees Transit Oriented Developments (TOD) as essential for its continued growth and economic development. A TOD at the Totem Lake Urban Center near I-405 is at the heart of this goal. This includes both TOD on publically owned land, such as the Kingsgate P&R, but also TOD on privately owned land. Improved access to HCT, beyond that provided by the Totem Lake Freeway Station, could help catalyze development in the Totem Lake area. Recommendations of the Growing Transit Communities partnership (of which Kirkland is a member) should guide these investments.

- **Provide additional detail for some projects on the priority project list.** The City would like the “bookends” of AC-5 (I-405 BRT) to be better defined in the priority project list. A large range of investments, operating patterns and their associated cost have previously been identified. The current priority project list description is vague in this regard and this has impacts on potential funding for other Eastside priorities. Project ES-6 (ST Express service) is another project in which additional detail in the priority project list is important for the City. Even with a build out of the HCT system a variety of Eastside corridors will still have Express Bus service. It is difficult to plan and comment without more details.
- **Invest in an integrated transit network.** Much of the City’s transit service is provided by King County Metro. As the region’s HCT network grows, change to some of Kirkland’s core routes, particularly the 255, could be made. The City requests that Sound Transit, Metro and other partners work together to better detail these potential changes and identify which investments can be made as part of ST3 to develop a seamless and integrated transit network in the future. This work should be completed in an integrated manner with Metro’s Long Range planning process and should consider things such as the Metro and Sound Transit bus network, speed and reliability investments, and transfer improvements.

Sincerely,

Amy Walen

Mayor, City of Kirkland

DRAFT ST3 Priorities (These are not yet finalized by the City Council)

The City has synthesized most of the City's priorities below. This list may be updated and amended by the City Council over time. The City hopes to work with Sound Transit staff to discuss these priorities.

- **Identify the Financial Capacity of the Eastside.** The City would like to understand the financial capacity of the East Subarea under both the House and Senate proposals as this will influence the City's priorities moving forward. Kirkland understands there is a limit to the dollars that can be allocated to the eastside and will prioritize projects based on financial realities.
- **Advance ST2 Investments.** Deliver on investments already begun by Sound Move and ST2. Completing investments in I-405 BRT is a key priority of the City with improved access for Kirkland residents at NE 85th Street and the southern portion of the Totem Lake Urban Center. The extension of East Link to downtown Redmond should also be a priority.
- **Connect Downtown Kirkland and Google with HCT on I-405 and the ERC.** Downtown Kirkland is one of the densest and most established historic downtowns on the Eastside. ST3 must connect Downtown Kirkland to BRT and regional transit service on I-405 and SR 520. The City would like to work with Sound Transit to identify ways in which access to BRT and regional transit service can be accomplished such as a new freeway station at NE 85th. Any HCT service on I-405 or the ERC must either pass through or have a high-quality connection to Downtown Kirkland and the Google Campus. Fixed guideway connections or people movers to the corridors are potential solutions. The City would like to work with Sound Transit to identify options.
- **Consider BRT as well as LRT along the Eastside Rail Corridor between Totem Lake, Bellevue and Issaquah.** The City would like to see both BRT and LRT included in the PPL, with one of these two HCT projects included in a final ST3 package. The potential revenue constraints to funding LRT along the ERC makes it prudent to keep BRT (or another technology) as an HCT option. The city requests that Sound Transit work with the City to better develop these concepts before Sound Transit develops the "project templates" for public review.
- **Support TOD in the Totem Lake Urban Center.** The City sees TOD as essential for its continued growth and economic development with the Totem Lake Urban Center at the heart of this goal. This includes both TOD on publically owned land, such as the Kingsgate P&R, but also TOD on privately owned land. Improved access to HCT, beyond that provided by the Totem Lake Freeway Station, could help catalyze development in the Totem Lake area. Recommendations of the Growing Transit Communities partnership should guide these investments.
- **Provide additional detail for some projects on the priority project list.** The City would like the "bookends" of AC-5 (I-405 BRT) to be better defined in the priority project list. A large range of investments, operating patterns and their associated cost have previously been identified. The current priority project list description is vague in this regard and this has impacts on potential funding for other Eastside priorities. Project ES-6 (ST Express service) is another project in which additional detail in the priority project list is important for the City. Even with a build out of the HCT system a variety of Eastside corridors will still have Express Bus service. It is difficult to plan without more details.



CITY OF KIRKLAND

123 Fifth Avenue, Kirkland, WA 98033 425.587.3000
www.kirklandwa.gov

MEMORANDUM

To: Kurt Triplett, City Manager

From: Christian Knight, Neighborhood Services Outreach Coordinator
Rob Jammerman, Development Engineering Manager
Eric Shields, Planning Director
Kathy Brown, Public Works Director

Date: May 21, 2015

Subject: PARK LANE SHARED STREET, OUTDOOR DINING AND RETAIL DISPLAYS

RECOMMENDATION:

Staff recommends the City Council review the following background information and approve the attached Ordinance that will adopt temporary regulations designating Park Lane as a "shared street" and establishing regulations for sidewalk cafes and outdoor displays for retail shops along Park Lane.

The Ordinance is intended to:

- 1) Allow restaurants to delineate their outdoor sidewalk cafe areas with surface demarcations rather than fixed fencing,
- 2) Allow five feet of walking space around sidewalk cafes, rather than require six,
- 3) Allow retailers to use a maximum of three feet of space along their respective building frontages to display products for sale, provided that at least six feet of space remains for pedestrian travel, and
- 4) Allow the Public Works Director to make modifications to the above rules if pedestrian use, sidewalk café use, and retail sales use can all be improved.

BACKGROUND DISCUSSION:

The Park Lane Pedestrian Corridor Improvement Project enhances the corridor's walkability, ensures a future tree canopy and allows access for emergency and solid waste vehicles. It allows space for parking, performances, art, and public gatherings. The Project also helps protect Lake Washington from storm water runoff by devoting space to rain gardens and bio-retention cells. It does all this within 55-feet of width. Fulfilling each of these community, local, state and federal priorities impacts the available public space for restaurant patio dining areas. The City's current Municipal Code requirement for a minimum of six feet of walking space further limits available space for sidewalk cafes. This issue, coupled with another Code requirement for a "permanent" cafe fence or barricade to



be fastened to the new Park Lane brick pavers, prompted Planning and Public Works staff to consider three primary questions:

- 1) How should the City of Kirkland delineate the sidewalk cafe areas of Park Lane restaurants to comply with Washington State Liquor Control rules?
- 2) How much of Park Lane's pedestrian space should be allocated when compared to space desired for sidewalk café areas?
- 3) How much of Park Lane's public space should retailers be able to use?

Demarcation of Sidewalk Café Area

To comply with a former rule by the Washington State Liquor Control Board, the Kirkland Municipal Code (KMC) requires a permanent 42-inch high fence to surround outdoor dining areas. However, in April of 2015 the Liquor Control Board replaced the requirement for permanent fences with an allowance for "surface demarcations." The new rule allows for a permanent marking in the sidewalk surface that distinguishes the public right-of-way from patio dining areas. The new rule requires the demarcations to be at least six inches in diameter and at least 10 feet apart. It also requires a restaurant staff member to be on the premises to prevent space creep "when patrons are present." The purpose of the new allowance is to maximize walking and dining space that would otherwise be consumed by a barricade. The new State rule also allows the public to use sidewalk cafe space when the sidewalk cafes are not operating, such as in winter or during non-business hours.

At a May 18, 2015 Park Lane meeting, the managers/owners of Lai Thai, Zeeks Pizza, Pho Tai, Cactus, Ristorante Paradiso and Champagne Taste all said they support the allowance for surface demarcations. Staff is recommending changing the KMC to allow surface demarcations on Park Lane.

Kirkland's first Woonerf – Shared Walkable Space with Sidewalk Café/Retail Areas

The KMC currently requires six feet of walkable space around sidewalk cafes. The staff is recommending that the Council adopt code changes that make Park Lane a Woonerf (pronounced VONE-erf) or 'living street' that is common in Europe and emerging throughout the United States. Staff's evaluation of the curb-less, one-grade design of the new Park Lane



Batavia, Illinois' River Street. River Street functions as a Woonerf Street (pronounced VONE-erf) where pedestrians and cyclists share the drive lane with automobiles.

suggests pedestrians will naturally use more of the street as walking space than they did when the street used vertical curbs, sidewalks and travel lanes to separate walkers from drivers. Therefore staff believes the KMC requirement can be reduced to five feet. The curb-less design allows pedestrians to share the vehicular space more freely, which diminishes the need for dedicated walking space on the sidewalk. This is especially the case if surface demarcations are allowed to delineate restaurant patios.

A Woonerf of ambling pedestrians with a narrow, curving roadway is similar to a parking lot driving-and-walking environment where drivers expect to encounter pedestrians and, as a result, slow to walking speeds.

One example is Batavia, Illinois' North River Street. In 2013, the suburban city of 22,000 transformed one-and-a-half blocks of its North River Street's asphalt surface to a curb-less, brick-lined plaza that allows pedestrians to mix with slow-moving automobiles. Like Park Lane, the street uses trees, bollards, planters, street furniture, bio-retention cells and rain gardens to delineate the driving and walking areas.

In an interview with Batavia staff, the street's principal landscape architect said from day one, pedestrians "crisscrossed" the drive lane "when and where they wanted", yet, no collisions between pedestrians and automobiles have occurred in the two and-a-half years since the City of Batavia re-opened this section of River Street in November 2013.



A pedestrian crosses the drive lane of Batavia, Illinois' River Street.

In the future, on those occasions when Park Lane is temporarily closed for festivals or events, the street will transform into a pedestrian-only plaza. This will expand the pedestrian areas to more than 40 feet in some areas. When these events occur, staff will study the uses and determine if other sets of rules should be implemented.

Staff has evaluated each restaurant on Park Lane and has determined that reducing the KMC requirement to five feet, coupled with the surface demarcation change, will result in restaurants having either approximately the same or significantly more sidewalk cafe square footage than each business had with the previous street configuration. Space comparisons will be presented at the Council meeting.

Retail Use of the Space

Staff also recommends retail shops be allowed to display some products along their respective store fronts. For retail shops, staff recommends allowing up to three feet of retail space, while maintaining the six feet of walkable space requirement. This would give pedestrians the space to walk along Park Lane and shop for products without obstructing the pedestrian flow.

5 MPH Advisory Speed Limit on Park Lane

State law restricts the City's ability to impose a binding speed limit of under 20 miles per hour. Therefore the ordinance establishes a 5 mile per hour speed limit on Park Lane as "advisory." Police would not be able to write a ticket for someone exceeding that speed limit.

Based on information provided above, staff recommends that City Council adopt the attached Ordinance to allow businesses to try the new regulations for the remainder of 2015. **These regulations as proposed only apply to Park Lane.** At the end of 2015, staff will assess its functionality and recommend permanent Park Lane code changes for City Council consideration in 2016, as well as recommendations on whether some should be expanded City-wide.

With City Council's approval of the attached Ordinance, staff will immediately initiate a new Sidewalk Café and Retail use permit processes.

Attachment: Ordinance

ORDINANCE O-4482

AN ORDINANCE OF THE CITY OF KIRKLAND RELATING TO TEMPORARY SIDEWALK AND SHARED USE STREET REGULATIONS FOR PARK LANE.

1 WHEREAS, the City is nearing completion of the Park Lane
2 Pedestrian Corridor Improvement Project ("Project"); and
3

4 WHEREAS, the Project will improve the walkability of Park Lane
5 and has a curb-less design that allows pedestrians to share vehicular
6 space more freely when coupled with slower vehicular speeds; and
7

8 WHEREAS, current sidewalk cafe regulations set forth in Kirkland
9 Municipal Code ("KMC") Section 19.04.060 through KMC 19.04.068
10 require six feet of pedestrian corridor adjacent to outdoor seating for
11 sidewalk cafes and the use of barriers or fences to separate dining areas
12 from the pedestrian corridor; and
13

14 WHEREAS, in April 2015 the Washington Liquor Control Board
15 revised its regulations to allow for surface demarcations on the surface
16 of the right of way instead of barriers or fences; and
17

18 WHEREAS, in light of the Project improvements, the City desires
19 to adopt temporary regulations that modify the existing sidewalk cafe
20 regulations and allow for sidewalk retail displays that would be in effect
21 until December 31, 2015; and
22

23 WHEREAS, based on the experience of these temporary
24 regulations for Park Lane, the City intends to adopt permanent Park
25 Lane regulations in 2016 as well as adapt some of the regulations for
26 City-wide use where appropriate.
27

28 NOW, THEREFORE, the City Council of the City of Kirkland
29 ordains as follows:
30

31 Section 1. Applicability. The temporary regulations set forth in
32 this Ordinance apply to the Park Lane right of way between Lake Street
33 and Main Street. This Ordinance is not in effect anywhere else.
34

35 Section 2. Use of Surface Demarcations. Establishments with
36 approved sidewalk cafes on Park Lane may utilize surface demarcations
37 to delineate the sidewalk cafe area from the adjoining pedestrian
38 corridor. Any establishment seeking to utilize surface demarcations in
39 lieu of a fence or other vertical barrier shall comply with all applicable
40 Washington Liquor Control Board regulations, including but not limited
41 to WAC 314-02-130. This Section supersedes KMC 19.04.062(b) and
42 KMC 19.04.065(a)(i).
43

44 Section 3. Public Pedestrian Corridor. An establishment with an
45 approved sidewalk cafe shall allow a minimum five-foot wide
46 unobstructed pedestrian corridor adjacent to the sidewalk cafe area.
47 This Section supersedes KMC 19.04.062(a).

48 Section 4. Retailer Use of Park Lane. A retail establishment may
 49 use up to three feet of space along its building frontage to display retail
 50 products for sale. A retail establishment shall maintain a minimum six-
 51 foot wide unobstructed pedestrian corridor adjacent to the retail display
 52 area.

53
 54 Section 5. Applicability of KMC. Except as provided in this
 55 Ordinance, the provisions of the KMC relating to street and sidewalk use
 56 remain in force and effect.

57
 58 Section 6. Advisory Speed Limit for Park Lane. Upon completion
 59 of the Project, the portion of Park Lane between Lake Street and Main
 60 Street will be a "shared use street" in which pedestrians and vehicles
 61 will share common space. As a result, the City may post advisory speed
 62 limit signs indicating that Park Lane is a shared use street and
 63 recommending a five mile per hour maximum vehicle speed.

64
 65 Section 7. Public Works Director. Due to the temporary and trial
 66 nature of the regulations in this Ordinance, the Director of Public Works
 67 shall have the authority to make administrative modifications to the
 68 regulations set forth in this Ordinance. Any modification to these
 69 regulations shall be based on the City's observations and experience
 70 with respect to implementation of these regulations. The City shall
 71 promptly notify affected establishments of any modifications to these
 72 regulations.

73
 74 Section 8. Duration. This Ordinance shall expire on December
 75 31, 2015.

76
 77 Section 9. This ordinance shall be in force and effect five days
 78 from and after its passage by the Kirkland City Council and publication,
 79 as required by law.

80
 81 Passed by majority vote of the Kirkland City Council in open
 82 meeting this ____ day of _____, 2015.

83
 84 Signed in authentication thereof this ____ day of
 85 _____, 2015.

 MAYOR

Attest:

 City Clerk

Approved as to Form:

 City Attorney



CITY OF KIRKLAND
Kirkland Municipal Court
11740 NE 118th Street 98033 · 425.587.3160
www.kirklandwa.gov

MEMORANDUM

To: Kurt Triplett, City Manager

From: Aimee Vance, Court Administrator
Judge Michael J. Lambo

Date: May 21, 2015

Subject: DRAFT INTERLOCAL AGREEMENT BETWEEN THE CITY OF KIRKLAND AND THE CITY OF WOODINVILLE FOR MUNICIPAL COURT SERVICES

RECOMMENDATION:

City Council reviews and comments on the draft interlocal agreement between the City of Woodinville and the City of Kirkland for the provision of municipal court services and directs staff to prepare a resolution authorizing the City Manager to execute a final interlocal.

BACKGROUND DISCUSSION:

The City of Kirkland has been contracting with the Cities of Medina, Clyde Hill, Hunt's Point, and Yarrow Point (Points Cities) for court services since January, 2000. Each city is authorized to enter into such an agreement pursuant to RCW 39.34, the Interlocal Cooperation Act. The City of Kirkland may provide municipal court services to the City of Woodinville through a similar interlocal agreement approved by the City Councils of Kirkland and Woodinville.

In October, 2014, representatives from the City of Woodinville approached the City of Kirkland to inquire about Kirkland's interest to provide municipal court and jail services to their city. Woodinville's current contract with King County District Court expires December 31, 2016. Woodinville is required to give King County notice of their intent to not renew its contract by June 30, 2015. Woodinville is requesting to enter into an interlocal agreement with the City of Kirkland prior to providing such notice to King County.

Discussions between the Kirkland and Woodinville staff continued including discussions of the filing fee model for court services and Woodinville's development of a financial analysis comparing the cost of staying with King County versus contracting with Kirkland. Kirkland staff reported the discussions to the Public Safety Committee at their March 19th meeting. In April, 2015, the City of Woodinville Police Chief, Finance Director, and staff from their City Manager's office met with city officials from Kirkland to further discuss court and jail services. They also toured the new Kirkland Justice Center.

On May 5, 2015, the Woodinville City Council approved the action to move forward with preparing an interlocal with the Kirkland Municipal Court. The interlocal agreement was prepared by Kirkland's City Attorney and reflects an updated version of the interlocal with the

Points Cities. The ILA describes the scope of services to be provided and respective responsibilities of each entity. The draft ILA is included as Attachment A to this memo.

Kirkland Municipal Court would provide the same services as it currently provides for its other contract cities. This includes processing and scheduling of all cases, receipting of payments, collection of past due accounts through a collection service, probation intake and monitoring, and Youth Court.

The annual caseload for the City of Woodinville, who contracts with King County Sherriff's Office for police services, is approximately 1,000 cases consisting of about 750-800 infractions and 180-190 criminal misdemeanor cases (based on the filings in 2013 and 2014). The prosecutor for the City of Woodinville is the same contracted prosecutor for the City of Kirkland, the law firm of Moberly and Roberts. Having the same prosecutor would make the transition of bringing on a new city easier. The Woodinville public defender does not currently hold a contract with any of the cities who file in Kirkland Municipal Court but does appear, on occasion, as private counsel.

When Kirkland began providing services to the Points Cities, Kirkland received cases filed on or after January 1, 2000. All cases with a disposition prior to that date remained in the King County District Court. The Court might take the same approach but is also discussing the possibility transferring cases which were filed in King County prior to January 1, 2017 but are still pending a resolution.

This agreement would need to be beneficial for all parties in order to proceed. The benefit for Kirkland is financial and operational. The financial analysis indicates that Kirkland would receive net new revenue of approximately \$70,000. The Kirkland Municipal Court Judge and Administrator believe that the additional caseload from Woodinville could be initially accommodated within our current court system. The Court will monitor the impacts, particularly in the area of probation as Kirkland's probation caseload is close to triggering additional resources. Staff may request that the marginal revenues from Woodinville be applied to supplementing our probation staff to meet both cities' needs. If Kirkland proceeds with court services, it is recommended that jail services also be strongly considered (average daily population of 3.5) as it will provide additional net revenue and operational efficiencies given the same prosecutor for both. The Police Department is continuing discussions with Woodinville and will return with a recommendation to Council if there is interest in proceeding.

The case filing fee for the City of Woodinville would be the current contract city filing fee plus an annual inflation factor based upon the June 2015-June 2016 Seattle-Tacoma-Bremerton Consumer Price Index (CPI-W). Each January following the first year of the contract, the CPI-W would be used to determine an automatic annual adjustment of the filing fee.

The City of Kirkland would remit all monthly revenues received from fines and fees that are considered Local Revenues (retained by Woodinville), Washington State Revenues (remitted to the State), and King County Revenues (for crime victims). Kirkland would retain probation revenue and revenue collected to reimburse for certain costs such as providing copies and processing Not Sufficient Funds (NSF) from the bank. Woodinville would then remit filing fees back to Kirkland based on the number of cases filed, as demonstrated in the following table.

Estimated Filing Fees Based on Woodinville 2013 Case Filings			
Case Type	Case Count	Cost Per Case	Total
Criminal	191	\$155.00	\$29,605.00
Infraction	715	\$30.00	\$21,450.00
Parking	109	\$30.00	\$3,270.00
TOTAL FILING FEE	1015		\$54,325.00

The tables below show the estimated net financial outcome given Kirkland's current filing fees, the 2013 caseload for the City of Woodinville, and the actual revenue collected by King County District Court in 2013 as reported by the Administrative Office of the Courts "Remittance Summary" query.

Estimated Revenues Collected Based on 2013 Revenue Collected by King County District Court for Woodinville Cases	
\$14,781.72	Kirkland Fees (probation/NSF/Copy)
\$74,868.77	County & State Share
\$75,830.05	Woodinville Local Revenue
\$165,480.54	Total Revenue Collected

Woodinville Estimated Costs and Local Revenue	
(\$54,325.00)	Filing Fee Paid
\$75,830.05	Local Revenue Collected
\$21,505.05	Net Rev/(cost)*

Kirkland Estimated Revenue	
\$54,325.00	Filing Fee Received
\$14,781.72	Revenue Collected
\$69,106.72	TOTAL

*Woodinville currently has a net out of pocket cost to King County of about \$30,000

It is important to remember that the 2013 revenue collected was based on the accumulation of cases filed through the years at King County and on the fines and fees imposed by King County Judges. Kirkland Municipal Court would collect less revenue in the first year due to the lag between case filing and imposition and collection of fines and fees.

Overall, we believe Kirkland can provide quality court services for the City of Woodinville. Kirkland Municipal Court has proven to be a positive model of regional court services and this action is consistent with and supports the Regional Partnership and Efficiency goals of the Kirkland City Council.

After incorporating any changes requested by Council, staff will prepare a resolution authorizing the City Manager to execute an interlocal agreement with Woodinville which will be presented at a subsequent meeting.

**INTERLOCAL AGREEMENT BETWEEN THE CITY OF KIRKLAND AND THE CITY OF
WOODINVILLE FOR THE PROVISION OF MUNICIPAL COURT SERVICES AND
FACILITIES**

RECITALS

- A. The City of Woodinville ("Woodinville") is a municipal corporation organized under the laws of the State of Washington.
- B. The City of Kirkland ("Kirkland") is a municipal corporation organized under the laws of the State of Washington.
- C. Each of the parties to this Agreement is authorized under Washington law to operate a municipal court under chapter 3.50 RCW.
- D. The Interlocal Cooperation Act, chapter 39.34 RCW, authorizes municipal corporations to contract with one another to perform any act that each is independently authorized to perform.
- E. RCW 39.34.180 and 3.50.805 each directly or by implication authorize municipal corporations to enter into interlocal agreements for municipal court services.
- F. Kirkland currently operates a municipal court.
- G. Woodinville created a municipal court pursuant to the provisions of chapter 3.50 RCW.
- H. Kirkland is willing to provide municipal court services to Woodinville, on the terms and conditions set forth in this Agreement.
- I. The parties enter this Agreement in consideration of the mutual covenants and promises set forth in this Agreement, the mutual benefits to be derived by each, and in the exercise of authority granted by the Interlocal Cooperation Act, chapter 39.34 RCW.

AGREEMENT

- 1. **Purpose of Agreement.** The purpose of this Agreement is to provide municipal court services to Woodinville through the use of the facilities and personnel of the Kirkland Municipal Court; to set forth the fees to be paid by Woodinville for such services; and to specify the responsibilities of Kirkland and Woodinville respectively for such municipal court services.
- 2. **Administration.**
 - a. The following individuals are designated as representatives of the respective parties. The representatives shall be responsible for administration of this Agreement and for

coordinating and monitoring performance under this Agreement. In the event such representatives are changed, the party making the change shall notify the other party.

- b. The City of Kirkland's representative shall be Marilynne Beard, Deputy City Manager. The Kirkland Municipal Court's representative shall be Aimee Vance, Court Administrator. The City of Woodinville's representative shall be _____.

3. **Duties of Kirkland.** Kirkland shall provide municipal court services for the processing of Woodinville cases in the same manner and at the same level as Kirkland provides for the same type of cases originating in Kirkland, including but not limited to the following:

- a. **Court Staff.** All personnel of the Kirkland Municipal Court, including the Judge, shall be employees of Kirkland, which shall be responsible for all compensation, benefits, and taxes of any nature related to their employment. Court staff will be provided as necessary to process all criminal and civil citations filed by Woodinville and provide all municipal court services for Woodinville. For the purpose of this Agreement, "municipal court services" shall include all local court services imposed by state statute, court rule, Woodinville City ordinance, or other regulation now existing or as later amended, including: case flow management, processing and adjudication of cases, and collection of overdue money. Other examples of court services include, but are not limited to, issuance of search and arrest warrants, setting of motions, evidentiary hearings, pre-trials, bench and jury trials, sentencings, reviews, post-trial motions, issuing notice of hearings, and the duties of the courts of limited jurisdiction regarding appeals.
- b. **Court Security.** Kirkland shall provide unarmed court security to be present for security screening of all who enter the Kirkland Municipal Court facility and an armed court security officer to be present during certain court calendars.
- c. **Probation.** Kirkland Municipal Court shall provide supervised probation services.
- d. **Miscellaneous Equipment, Facility, and Utility Costs.** Kirkland shall provide and maintain all equipment such as copiers, computers, printers, and other equipment necessary for the processing of municipal cases. Kirkland shall provide the use of the Kirkland courtroom, all office space necessary for the processing of municipal cases, and associated janitorial services, facility insurance, building repair and maintenance, and related expenses. Kirkland will be responsible for payment of all utility charges such as power, water, sewer, solid waste and telephone services for any portion of the facility or facilities utilized to process municipal cases.
- e. **Supplies and forms.** Kirkland shall provide all forms and paperwork necessary for processing Woodinville cases. By way of illustration and not limitation, these include case setting forms, infraction hearing forms, warrants and general office supplies.
- f. **Case filing.** Kirkland will accept all criminal misdemeanor and gross misdemeanor and civil infraction filings from Woodinville and timely process and adjudicate the same.

- g. **Screening Services.** Kirkland will provide screening services to determine whether Woodinville defendants qualify for public defense services. The Kirkland Municipal Court Judge may appoint a public defender if it is determined that a defendant is indigent.
- h. **Youth Court.** In coordination with the Kirkland Youth Council, the Kirkland Municipal Court will provide a Teen Traffic Court option for those who qualify.
- i. **Collection for Nonpayment.** Kirkland will, through the same collection process as is used for Kirkland cases, provide collection services to collect court mandated costs and assessments past due for Woodinville cases.
- j. **Jury Fees.** Kirkland shall pay all jury fees and costs associated with summoning jurors for Woodinville.
- k. **Language Interpretation.** Kirkland shall provide and pay for all language interpretation services for defendants and witnesses.
- l. **Reporting.** Kirkland Municipal Court will provide Woodinville with performance data at least quarterly, except where noted. The performance data shall include the following information:
 - i. Caseload report which includes the following information:
 - a. Filings by case type;
 - b. Dismissals;
 - c. Number and types of hearings;
 - d. Trial settings and types of trials set;
 - e. Number of cases disposed during report period and the manner in which the cases were disposed;
 - f. Number of deferred prosecutions/diversions;
 - g. Appeals to superior court; and
 - h. Total revenue.
 - ii. List of cases filed each month with the Kirkland Municipal Court.
 - iii. List of charges and dispositions from the previous month.
 - iv. Remittance report which includes a breakdown by case categories of revenue received.
 - v. Court Local Revenue Report, provided annually, to assist Woodinville in complying with Governmental Accounting Standards Board (GASB) Statement 34.

4. **Duties of Woodinville.**

- a. **Prosecution.** Woodinville shall be responsible for providing prosecution services for all misdemeanors and infractions that are filed on its behalf. Prosecutors shall be required to be present at all hearings except for pro se non-accident related contested infractions and infraction mitigation hearings. Woodinville shall provide discovery and subpoena witnesses for its cases. In addition, defendants held on Woodinville charges shall be brought before

the Kirkland Municipal Court judge for first appearances in accordance with State law and in the same manner as defendants held in custody on Kirkland charges.

- b. **Public Defender.** Woodinville shall provide public defender services and cover all public defense costs for indigent defendants who are charged with violations of State law or Woodinville ordinances and entitled by law to legal counsel at public expense.
 - c. **Domestic Violence Advocate Services.** Woodinville shall be responsible for providing domestic violence advocate services.
 - d. **Issuance of Citations.** Citations issued by Woodinville shall contain the applicable arraignment date in accordance with the Kirkland Municipal Court arraignment calendar.
 - e. **Filing of Tickets.** Citations and infractions issued by Woodinville shall be delivered to the Kirkland Municipal Court for filing within five (5) business days after the violation or issuance of the citation. If a person is booked into a jail facility, Woodinville shall provide the citation to the Kirkland Municipal Court no later than 7:00 AM the following business day.
 - f. **Warrants.** Whenever Woodinville executes a warrant, Woodinville shall contact the Kirkland Municipal Court and make a return on the warrant as soon as possible.
 - g. **Jail Costs.** Woodinville is responsible for incarceration arrangements and the costs of incarceration and transport for its defendants.
 - h. **Subpoenas.** The issuance of all subpoenas shall be the responsibility of the prosecutor or defense counsel for Woodinville. Kirkland Municipal Court shall provide instructions and subpoena forms to pro se defendants in infraction matters.
 - i. **Witness Fees.** Woodinville shall pay for all fees for witnesses requested by the prosecutor.
 - j. **Appeals.** In the event that Woodinville appeals a case, Woodinville will be charged the fee to file a notice of appeal and the cost for copying the recording of the proceedings.
5. **Formation of Woodinville Municipal Court.** Woodinville has by Ordinance No. ____ created a municipal court pursuant to chapter 3.50 RCW for statutory purposes only. Woodinville designates the Kirkland Municipal Court to operate as the municipal court for Woodinville. A case filed in Kirkland Municipal Court will continue to be identified as a case filed by Woodinville. Woodinville may revoke the provisions of this subsection. Woodinville will notify Kirkland of the effective date of such revocation, which may be immediately.
- a. **Municipal Judge.** Woodinville shall appoint the current elected Kirkland Municipal Court Judge to preside over its municipal court.

- b. **Judges Pro Tem.** Woodinville agrees that the Judge(s) Pro Tem will be appointed in accordance with Kirkland Municipal Code 3.49.040(d).
 - c. **Salary.** Kirkland shall provide that the Municipal Court Judge be compensated as established by the City of Kirkland.
6. **Cost of Contract and Payments.** Commencing January 1, 2017, Woodinville shall pay Kirkland for providing municipal court services on a per case basis. For each criminal citation filed by Woodinville, Kirkland shall be paid \$155.00 plus an inflation factor based upon the June 2015-June 2016 Seattle-Tacoma-Bremerton Consumer Price Index (CPI-W). For each traffic, parking, or non-traffic infraction filed by Woodinville, Kirkland shall be paid \$30.00 plus an inflation factor based upon the June 2015-June 2016 Seattle-Tacoma-Bremerton Consumer Price Index (CPI-W). These filing fees shall be the sole compensation due Kirkland for all services provided, and shall fully discharge Woodinville's obligations for payment of the costs Woodinville's municipal court pursuant to RCW 39.34.180. These fees shall be paid regardless of whether the cases are later dismissed without a full adjudication. Woodinville shall additionally pay all other costs as specified as the responsibility of Woodinville in Section 4.
- a. On a monthly basis, Kirkland shall bill Woodinville for amounts due under this Agreement. Woodinville shall pay the amount due within 45 days of receipt. However, if Woodinville has a good faith dispute with the amount of the invoice, Woodinville shall pay the non-disputed amount with the time frame set forth in this subsection.
7. **Adjustment of Fees and Costs.**
- a. **Annual adjustment.** Commencing January 1, 2017, the fees and costs in Section 6 shall be indexed to provide an automatic fees and costs increase each January 1st. The June to June Seattle-Tacoma-Bremerton Consumer Price Index (CPI-W) will be used to determine the increase in fees and costs each year. The Court Administrator shall compute the fee increase and the new schedule shall become effective immediately after the annual fee increase calculation.
 - b. **Adjustment for additional duties.** In the event that Kirkland's duties under this Agreement are enlarged or increased due to state mandates or new requirements from Woodinville, Kirkland may need to increase the filing fees or add a supplemental monthly fee from Woodinville to cover the costs of the enlarged or increased duties. Kirkland will notify Woodinville of the proposed amount and effective date of the fee changes and Woodinville may request use of the dispute resolution process in Section 16 concerning the amount of the fee change.
8. **Compensation for Court Costs.** Woodinville shall receive one hundred percent (100%) of Local Court Revenues, Washington State Revenues, and King County Revenues, from Woodinville cases. The revenues paid to Woodinville shall exclude the following:
- a. Revenues which are not able to be dispersed by statute,

- b. Probation revenues (supervised monitoring, court compliance monitoring, and records checks only),
 - c. Revenues collected to copy records or court proceedings;
 - d. Not Sufficient Funds (NSF) fee recoupment received at the municipal court; and
 - e. Restitution as may be awarded by a judge.
9. **Factors Considered.** In entering into this Interlocal Agreement for municipal court services, as required by RCW 39.34.180, Woodinville and Kirkland have considered the anticipated costs of services, anticipated and potential revenues to fund the services, including fines and fees, filing fee recoupment, criminal justice funding, and state sales tax funding.
10. **Payment of State and County Remittance.** Woodinville is responsible for remitting all revenues due and owed to the State of Washington and King County relating to cases filed by Woodinville at Kirkland Municipal Court out of the gross court revenues received by Woodinville Municipal Court. Kirkland assumes no responsibility for making such payment to the State or King County.
11. **Monthly Payments to Contracting Cities.** Kirkland shall provide to Woodinville, a monthly remittance report and a check for Local, State, and County Revenues no later than 20 days after the end of the calendar month.
12. **Property.** This Agreement does not provide for the acquisition, holding or disposal of real or personal property.
13. **Joint Administrative Board.** No separate legal or administrative entity is created by this Agreement.
14. **Duration.** The initial term of this Agreement shall commence upon execution by all parties and shall be for a period of five (5) years unless terminated earlier as provided in Section 15 (Termination). The Agreement shall automatically be renewed and extended for additional five (5) year periods upon the same terms and conditions set forth in this Agreement, or as amended, unless terminated in accordance with Section 15 (Termination).
15. **Termination.** Any party shall have the right to terminate this Agreement with or without cause at any time during the term of this Agreement by written notice of termination to the other party or parties delivered by regular mail to the person identified in Section 17. The termination date shall be effective 180 days from the date of receipt of the written notice.
16. **Dispute Resolution.** It is the parties' intent to resolve any disputes relating to the interpretation or application of this Agreement informally through discussions at the staff level. In the event disputes cannot be resolved informally at the staff level, resolution shall

be sought by the City Managers of Kirkland and Woodinville and if unsuccessful, then the parties agree to submit the dispute to non-binding mediation/dispute resolution.

17. **Notice.** Any notices required to be given under this Agreement shall be deemed sufficient if in writing and delivered personally or sent via certified mail to the following parties at the following addresses:

For Woodinville:

For Kirkland: City Manager
 City of Kirkland
 123 Fifth Avenue
 Kirkland, WA 98033

Either party may change its address under this Section by serving written notice of the change to the other party.

18. **Indemnification.** The parties shall indemnify each other as follows:

- a. Kirkland shall protect, defend, indemnify and save harmless Woodinville, its officers, elected officials, agents, volunteers and employees from any and all costs, claims, judgments or awards of damages, arising out of or in any way resulting from the negligent acts, errors or omission of Kirkland, its officers, employees or agents in performing this Agreement.
- b. Woodinville shall protect, indemnify and save harmless Kirkland, its officers, employees and agents from any and all costs, claims, judgments or awards of damages, arising out of or in any way resulting from the negligent acts, errors or omissions of Woodinville, its officers, employees or agents in performing this Agreement.
- c. The provisions of this section shall survive the expiration or termination of this Agreement. No obligations shall exist to indemnify for injuries caused by or resulting from events occurring after the last day of court services under this Agreement.

19. **Jurisdiction.** This Agreement shall be governed by and construed in accordance with the laws of the State of Washington. The non-prevailing party in any action brought to enforce this Agreement shall pay the other party's expenses and reasonable attorney's and expert witness fees. A party may not file a lawsuit as plaintiff regarding the annual adjustment of filing fees without first participating in non-binding mediation/dispute resolution.

20. **Independent Contractor.** Each party to this Agreement is an independent contractor with respect to the subject matter of this Agreement. Nothing in this Agreement shall make an employee of Woodinville an employee of Kirkland for any purpose, including, but not limited

to, for withholding of taxes, payment of benefits, worker’s compensation in accordance with Title 51 RCW, or any other rights or privileges accorded Kirkland employees by virtue of their employment. Nothing in this Agreement shall make an employee of Kirkland an employee of Woodinville for any purpose, including, but not limited to for withholding taxes, payment of benefits, worker’s compensation in accordance with Title 51 RCW, or any other rights or privileges accorded Woodinville employees by virtue of their employment.

- 21. **Severability.** In the event that any provision of this Agreement shall be determined by a court of competent jurisdiction to be invalid, the remaining provisions shall remain in full force and effect.
- 22. **No Assignment.** No party to this Agreement shall transfer or assign any right or obligation under this Agreement without the prior written consent of the other party. Any act in derogation shall be null and void; provided, however that any such assignment shall not relieve the party making such assignment of its obligations under this Agreement. This provision does not apply to collection services.
- 23. **Recording.** Pursuant to RCW 39.34.040, prior to its entry into force, this Agreement shall be filed with the King County Recorder’s Office or, alternatively, listed by subject on a Party’s web site or other electronically retrievable public source.
- 24. **Entire Agreement.** This Agreement contains the entire understanding between the parties and supersedes any prior understandings and agreements between them regarding the subject matter of this Agreement. There are no other representations, agreements, or understandings, oral or written, between the parties relating to the subject matter of this Agreement. No amendment of, or supplement to, this Agreement shall be valid or effective unless made in writing and executed by the parties.

This Agreement shall be executed in counterparts, any one of which shall be deemed to be an original, and all of which together shall constitute one and the same instrument.

IN WITNESS WHEREOF, authorized representatives of the Parties have signed their names in the spaces provided below.

Dated this ____ day of _____, 2015.

CITY OF KIRKLAND

CITY OF WOODINVILLE

CITY MANAGER

CITY MANAGER

ATTEST/AUTHENTICATED:

ATTEST/AUTHENTICATED:

CITY CLERK

CITY CLERK

APPROVED AS TO FORM:

APPROVED AS TO FORM:



CITY OF KIRKLAND
Planning and Community Development Department
123 Fifth Avenue, Kirkland, WA 98033 425.587.3225
www.kirklandwa.gov



MEMORANDUM

Date: May 21, 2015

To: Kurt Triplett, City Manager

From: Teresa Swan, Senior Planner
Paul Stewart, Deputy Director, AICP
Eric Shields, Planning Director, AICP

Subject: COMPREHENSIVE PLAN UPDATE BRIEFING: HUMAN SERVICES AND CAPITAL FACILITIES ELEMENTS, IMPLEMENTATION STRATEGIES CHAPTER, NEW KINGSGATE NEIGHBORHOOD PLAN, AND APPENDICES A AND C, FILE NO. CAM13-00465, #9

I. RECOMMENDATION

Staff recommends that the City Council review and provide comments to staff to be forwarded to the Planning Commission on its recommended draft chapters of the Comprehensive Plan completed so far. In addition Council will be asked to review and comment on the MRM private amendment request (PAR) which is a potential change to the Comprehensive Plan but the MRM PAR has its own memo and attachments in the agenda packet. For this briefing the following chapters will be discussed.

- Human Service Element
- Capital Facilities Element
- Implementation Strategies chapter
- New Kingsgate Neighborhood Plan
- Appendices A and C

II. BACKGROUND

The City Council has requested that the Council review and comment on draft sections of the Comprehensive Plan Update following the initial Planning Commission review rather than wait until the entire Draft Plan is complete later this year. The elements in this packet have been preliminarily approved by the Planning Commission, but the Commission has not yet conducted a hearing on them, so the elements should not be considered to be final drafts. Early review by the Council will allow more time for the Planning Commission to review the Council feedback and to incorporate Council revisions. It will also speed up the adoption process this fall.

The City Council will have two more briefings: June 16, 2015 and July 7, 2015, covering several neighborhood plans, including Totem Lake Business District, and citizen amendment requests (see Attachment 1 – Schedule). Staff is recommending no briefing on the rewritten Transportation and Park Elements since these elements reflect the same goals, policies and maps in the Transportation Master Plan and PROS Plan that the City Council has been reviewing at study sessions over the past year.

The Planning Commission will hold three **hearings** on June 25, July 23 and August 13, 2015, covering different items for each hearing. A joint hearing will be held with the Houghton Community Council on June 25, 2015, covering several items. **Open houses** will occur from 5-7pm in City Hall before each hearing on the items for that meeting. The Planning Commission will complete its final deliberation and recommendation by August 27 or September 10, 2015.

The **City Council** will hold a study session on October 20, 2015, and adoption of the final Draft Plan, related code amendments, revised Zoning Map and Totem Lake Planned Action Ordinance is currently scheduled for December 15, 2015.

Concerning **public notice** for the open houses and hearings, public notice signs for the Citizen Amendment Requests will be installed near each study area one month before the related hearing. Notices will be mailed to property owners and residents within the study areas and property owners within 300 feet of the study areas. A Special Edition of the *City Newsletter* will be mailed citywide the first week of June to all property owners and businesses that will highlight the open houses and hearings, and include a summary of the Plan amendments and CARs, and information about the EIS and how to comment. Also, information will be emailed to participants on the Kirkland 2035 listserv, those on the interested parties list, and neighborhood associations. Lastly, a hearing notice will be published in the *Seattle Times* newspaper.

III. SUMMARY OF REVISIONS TO THE CHAPTERS

The Planning Commission has completed study sessions on the Human Services and Capital Facilities Elements, the Implementation Strategies chapter, the new Kingsgate Neighborhood Plan and Appendices. Below is an overview of the proposed changes to these chapters. The enclosed Attachments show the existing chapters with strikeout/underlined text and clean versions of the chapters. The complete existing Comprehensive Plan is available on the City's web site. For the new Kingsgate Plan, a clean copy is provided and a marked up version from the Kingsgate Neighborhood Association with their comments and staff responses along is a summary of the policies.

The Planning Commission reviewed the chapters below on [April 23, 2015](#). The Houghton Community Council received a briefing of the changes on [April 27, 2015](#), with the exception of the Kingsgate Neighborhood Plan which is not within the Council's jurisdiction.

A. Revisions to the Human Services Element (see Attachments 2-3)

Under the Growth Management Act, the Human Service Element is an **optional element**. The chapter was first prepared for the 2004 Comprehensive Plan Update with this being only the second update to the element. The Element addresses the City's role in supporting social development of the community, and supports those at risk, including youth, seniors and those in need.

Staff has prepared a new section on **diversity and social equity** with the help of the City's internal Diversity Committee and the Human Services Advisory Committee.

Parks and Community Services staff Regis Schubiger, the Youth Services Coordinator, and Leslie Miller, the Human Services Coordinator, worked with planning staff to prepare the draft revisions to the youth services, senior services and human services sections. Planning staff also met earlier in 2014 with Sharon Anderson, the prior Human Services Coordinator, just before she retired, and the chairs of the Senior Council and Human Services Advisory Committee to review the sections on senior services and human services for suggested changes. Considerable changes are proposed for the Human Services Element.

The goals and policies of the Element are divided into four sections.

1. Diversity and Social Equity (new)

One of the important proposed changes to the Element is a new beginning section with goals and policies that address **diversity, nondiscrimination and equal access**:

- New Goal HS-1: Support **diversity** in city government and in the community by encouraging awareness, acknowledgement and sensitivity, and by being inclusive of Kirkland's entire populace.
 - New Policy HS-1.1: Engage Kirkland's to create inclusive community.
- New Goal HS-2: Foster a city government and a community **free of discrimination**, and committed to **justice** and **social equity**.
 - New Policy HS-2.1: Achieve a community where everyone is treated with respect and given equitable access to resources.

2. Youth Services 3. Senior Services

Minor revisions and updates made to each of these sections.

4. Human Services

The following key changes are proposed to the Human Services section:

- Revised Goal HS-5: create a community in which all members have the ability to **meet their basic physical, economic and social needs** and have opportunity to enhance their **quality of life**.
 - New Policy HS-5.1: Regularly **assess local human service needs**, and provide leadership in the development of services to address newly identified needs.
 - New Policy HS-5.2: Promote **community awareness of human service needs**, the resources available to meet those needs, and the gaps in services.
 - Revised Policy HS-5.3: Add five **community goals areas** on funding for local nonprofit organizations.

- New Policy HS-5.7: Encourage **partnerships** with city, schools, human services providers and others to **address needs of families**.
- New Policy HS-5.9: Prior to adoption, consider impacts to human services of any proposed **legislation**, including city codes and regulations
- New Goal HS-6: Encourage human service organizations to make their **services accessible to all**.
 - New Policy HS-6.1: Encourage providers to **remove barriers to service**.
 - New Policy HS-6.2: Locate public services **near commercial centers, and transit and non-motorized facilities** consistent with new Countywide Planning Policies.

The Element is consistent with the new Countywide Planning Policies relating to locating public services near commercial centers, and transit and non-motorized facilities with new Goal HS-6.

The Human Services Element implements two of the Plan's Guiding Principles:

- Social: health and human services that fulfill the basic needs of all people without regard to income, age, race, gender or ability.
- Sense of Community: community involvement in government, schools, civic events and volunteer activities creating a sense of belonging through shared values.

B. Capital Facilities Element (see Attachments 4-5)

The Capital Facilities Element is a **mandatory** element under GMA and is the six-year plan for funding capital improvements that support City's planned population and jobs reflected in the Land Use Element. The Element is required before a jurisdiction imposes GMA impact fees. It addresses level of service standards (LOS) for transportation, water, sewer, surface water, parks, and fire and emergency services. The tables of capital projects and funding sources in the chapter mirror those tables in the Capital Improvement Program. These projects provide additional capacity to support future growth.

Note that the proposed auto capacity projects in the Transportation Level of Service in Table C-2 will be further refined as the Transportation Master Plan is finalized.

The update adds a new goal that addresses **design and construction of public facilities based on sustainable development practices and life cycle cost analysis** (Goal CF-2).

The **tables** in the Capital Facilities Element (CFE) containing the project lists and funding have not been incorporated into the draft Element because they will need to reflect the capacity projects in the Capital Improvement Program (CIP). The City Council will review the draft CIP on July 21, 2015. Then the Planning Commission will review the CFE tables on July 23, 2015, and the Houghton Community Council on July 27, 2015.

The adopted Capital Facilities Element is consistent with **GMA, PSRC, and County-wide Planning Policies** requirements. It contains the required financing plan, level of service standards and project lists that support the Land Use Element and the Transportation, Utilities and Public Services elements. The element supports the livable, sustainable, and connected themes of the **Draft Vision Statement and Guiding Principles**.

C. Implementation Strategies Chapter (see Attachments 6-7)

This chapter **identifies those actions and strategies that are necessary to implement many of the element chapters** of the Comprehensive Plan. Only those element chapters with strategies or tasks to be completed are included in the list.

These measures include annual plan amendments, neighborhood plan updates, City functional and management plans (i.e. PROS and Transportation Master Plan), City programs (i.e. Neighborhood Traffic Control Program and the Green Team), ongoing administrative activities (monitoring of land capacity, transportation use and housing costs), intergovernmental coordination, citizen involvement and education and budgeting (i.e. operating budget and CIP).

The existing chapter contains a list of implementing tasks – both **one-time projects** and **ongoing activities**. To make the list more concise and thus a better tool for developing the annual planning work program, staff recommends that the current list of on-going projects be deleted since they are already being addressed in city programs and activities. Only those element chapters with new tasks are listed.

The list of current **neighborhood plan tasks** will be documented in the Planning Department's existing neighborhood plan file for future plan updates and brought forward as part of each planning work program update for discussion. One overarching neighborhood plan task has been added that addresses updating neighborhood plans, including business district plans, based on a work program under City Council direction.

D. Kingsgate Neighborhood Plan (see Attachments 8-11)

The new draft Kingsgate Neighborhood Plan (see Attachment 8) reflects the Planning Commission's recommended new approach for neighborhood plans. The draft plan is based on comments from the neighborhood outreach meetings in 2014 (see Attachment 9), and later comments from the Kingsgate Neighborhood Association on a preliminary draft plan (see Attachment 10). A list of the draft neighborhood policies is provided in Attachment 11 for a quick overview.

The Kingsgate neighborhood was annexed into Kirkland on June 1, 2011, along with the North Juanita and Finn Hill neighborhoods. As part of the annexation, the City adopted a land use plan and zoning for these areas, but not neighborhood plans. King County did not have neighborhood plans for these areas.

In January 2014, the City hosted public outreach events for each neighborhood to hear their ideas on a vision for their neighborhood and any concerns or issues. Follow-up events occurred in June 2014. Attached is a **summary of comments** from both meetings for the Kingsgate Neighborhood (Attachment 9).

Last year, staff presented a **conceptual outline** to the Planning Commission for a new approach to neighborhood plans. The conceptual plan would use a map based approach with brief policies that reference the corresponding, more detailed goals and polices in the element chapters rather than restate what is in the element chapters. The objective is to shorten the length of the neighborhood plans and make them more concise and easier to update. A standard set of maps would be tailored to each neighborhood plan based on a citywide map for each topic, such as land use, transportation and wetlands/streams/lakes.

Staff prepared the preliminary Kingsgate Neighborhood Plan and presented it to the Kingsgate Neighborhood Association on February 18, 2015. The neighborhood association responded with suggested edits and additional text. See Attachment 10 for the neighborhood association's edits to the preliminary draft plan and staff's responses. The draft plan in Attachment 8 generally reflects the comments from the neighborhood association.

E. Appendices A (see Attachment 12)

Appendices A - **Level of Service Methodology** - contains general background information about the Growth Management Act, approach to developing a capital facilities plan, methods for using level of service and setting level of service standards. The appendix was prepared for the first GMA Comprehensive Plan in 1995 to provide background information on the new concept of level of service and capital facility planning. Now that most users access the Comprehensive through the internet rather than in a paper copy, a link could be provided to the background document thus reducing the length of the Comprehensive Plan.

Staff recommends that **Appendix A be deleted** and made available through a link in the Comprehensive Plan.

F. Appendices C (see Attachments 13 and 14)

Appendices C - **Design Principles, Residential Development** – contains design guidelines for site planning and relationship to the street, parking lot and design, scale, building material, color and detail, and landscaping and site elements. These guidelines are referenced in Chapter 142 – Administrative Design Review for review of attached or stacked dwelling units within the NE 85th Street Subarea, the PLA 5C Zone, and the Market Street Corridor. All other design guidelines are referenced in the Kirkland Municipal Code (KMC), Section 3.30.040 and made available on the Planning Department's web page.

Staff recommends that **Appendix C be deleted**. Chapter 142 and KMC 3.30.040 would be amended to reference the design principles. These principles would be on the Planning Department's web page. This way the residential design principles are referenced and provided in the same location as the other design guidelines and principles (see Attachments 13 and 14).

Attachments:

1. Comprehensive Plan Update Schedule
2. Human Services Element (draft form – revisions shown)
3. Human Services Element (final form – revisions accepted)

4. Capital Facilities Element (draft form – revisions shown)
5. Capital Facilities Element (final form – revisions accepted)
6. Implementation Strategies Chapter (draft form – revisions shown)
7. Implementation Strategies Chapter (final form – revisions accepted)
8. Draft Kingsgate Neighborhood Plan
9. Comments from the Kingsgate neighborhood meetings in January and June 2014
10. Neighborhood Association comments on preliminary draft Kingsgate Neighborhood Plan with staff response
11. Summary of policies in draft Kingsgate Neighborhood Plan (includes policies based on the neighborhood association comments)
12. Appendix A – Level of Service Methodology (to be deleted and linked to document on web)
13. Appendix C – Residential Design Standards (to be deleted and referenced in the KMC)
14. Code amendments to Chapter 142 – Administrative Design Review and KMC 3.30.040



CITY OF KIRKLAND
Planning and Community Development Department
123 Fifth Avenue, Kirkland, WA 98033 425.587-3225
www.kirklandwa.gov

MEMORANDUM

Date: May 21, 2015

To: Kurt Triplett, City Manager

From: Angela Ruggeri, AICP, Senior Planner
Paul Stewart, AICP, Deputy Director
Eric Shields, Planning Director

Subject: MRM AMENDMENT REQUEST – FILE # ZON11-00006

RECOMMENDATION

Review and provide comments to staff on the Planning Commission's preliminary direction on the proposed amendments for the MRM site to be considered at the June 25th public hearing.

BACKGROUND DISCUSSION – History of the Proposal

The City Council has directed the Planning Commission and staff to study this request to amend the Comprehensive Plan and Zoning Code for CBD 5 as part of the City's update to the Comprehensive Plan. The initial proposal was to amend the Comprehensive Plan and Zoning Code to increase height from the current 5 story (67 feet) maximum to 8 stories (100 feet) and to allow residential uses on the entire site at 434 Kirkland Way (see Exhibit A, Attachment 1).

This private amendment request (PAR) was made in 2011 and the Planning Commission recommended that the PAR be considered in 2012, if staff resources were available. At that time, the majority of the Planning Commission felt that there was merit in considering the proposal because of its proximity to Park Place and the need for residential development that would occur with the increased number of employees resulting from the potential redevelopment of Parkplace.

The City Council agreed with the Planning Commission's recommendation to consider the proposed PAR in 2012. There was not staff available to do the study in 2012 and so the project was moved to 2013.

At its February 28, 2013 meeting, the Planning Commission voted to recommend to the City Council that consideration of the MRM PAR be postponed so that the PAR could be included in the overall Comprehensive Plan update. The Council made a decision at its March 19, 2013 meeting to complete work on the MRM PAR in 2013 and to expand the study area to include the entire CBD 5 zone as shown in Exhibit A, Attachment 1.

A Supplemental EIS was completed for the project in October 2013 and can be found at the following link:

http://www.kirklandwa.gov/depart/planning/Code_Updates/Projects/MRM.htm

The Planning Commission studied the MRM proposal and held a public hearing on March 13, 2014. During that time the original Parkplace developer, Touchstone, relinquished its interest in the project and the remaining owner, Prudential, was assessing whether to proceed with its original plans. After the March 13, 2014 public hearing on MRM, the applicant requested that the MRM amendments be tabled pending greater clarity as to what would be proposed for the adjacent Parkplace site.

The Planning Commission recommended this to the City Council and the Council agreed that the MRM amendments should be considered with the overall Comprehensive Plan update.

The Planning Commission held a study session on March 12, 2015 to again discuss the proposal. At that study session the applicant withdrew his request for additional height and asked that 6 stories of residential be allowed within the existing 67' height limit. The Planning Commission did not make a recommendation on that proposal, but did ask staff to do more research on the potential public amenities proposed by the applicant.

The full history of this amendment request is included in the packet for the March 12, 2015 meet and can be found at the following link:

[http://www.kirklandwa.gov/depart/planning/Boards_and_Commissions/Planning Commission.htm](http://www.kirklandwa.gov/depart/planning/Boards_and_Commissions/Planning_Commission.htm)

The applicant provided additional information including drawings and details on the public amenities (see Exhibit A, Attachment 2). These drawings include site plans based on proposed zoning and existing zoning and a rendering looking west down Kirkland Way. The applicant later provided drawings from additional view points for presentation at the Planning Commission meeting on May 14, 2015 (see Exhibit B).

After reviewing the applicant's submittal and doing more research on the proposed public amenities, staff recommended to the Planning Commission that the applicant's revised request be considered at the public hearing on June 25, 2015, provided that the amenities discussed below are included (see Exhibit A). The Planning Commission agreed with staff's recommendation to bring the following amended proposal to the public hearing.

PROPOSED AMENDMENTS FOR THE MRM SITE ONLY

Zoning Code Amendments

(See Exhibit A for details)

USES:

1. Allow additional residential uses at the MRM site if the public amenities are provided;
2. Continue to allow all other uses already listed, including office.

HEIGHT:

1. Maintain existing step back requirements from Peter Kirk Park and Kirkland Way.
2. Maintain existing height limit of 67' above ABE (five stories) with two exceptions:
 - Allow five stories of residential over ground floor retail (six stories total, maximum 67') on the MRM site if the public amenities are provided.
 - Allow five stories of office over ground floor retail (six stories total, maximum 80') on the MRM site if the public amenities are provided.

Comprehensive Plan amendments will also be necessary to allow six stories instead of five and to allow additional residential for the MRM site.

Public Amenities

The following public amenities as proposed by the property owner would be required if the above amendments are allowed.

- Easement improvements from Parkplace to Kirkland Way: The Park Promenade along the west side of the Parkplace project is 56' wide and includes: 12' wide sidewalks with tree wells on both sides, two 11' drive aisles and parking on the east side of the street (see Exhibit A, Attachment 3).

The existing easement on the MRM property is only 20' wide. Under normal conditions, the City could typically require an 8' sidewalk along one side of the easement when the property is developed. Improving a pedestrian and vehicular connection across the MRM site that matches the Parkplace improvements will provide an enhanced connection to Kirkland Way and the Kirkland Performance Center that will not be otherwise available. The width of this easement will be more than doubled and the Park Promenade allowed to continue through to Kirkland Way. With proper design, landscaping and wider sidewalks, this will provide an inviting connection to Parkplace.

- Retail on the Ground Floor: Not currently required for CBD 5, this use would tie the project into the Parkplace site and continue the pedestrian friendly environment through to Kirkland Way. Retail on the MRM site would activate the street and surrounding area.

There would also be a requirement that one retail tenant space have a 9000 square foot minimum size. This is the minimum size that could potentially be used for a hardware store or drug store (see Exhibit A, Attachment 2 - letter from McLendon Hardware).

- Public Plaza: Require a minimum 2000 square foot open public plaza that relates to Kirkland Way, the Performance Center and Peter Kirk Park. This would also draw the public into the site; provide a gathering place for the Performance Center (applicant & KPC will work together on design of plaza); and enhance the Park Promenade to Parkplace.

- Public Art: Incorporate public art into the project with a minimum specified value of \$10,000.
- Affordable Housing: Require 10% of the housing to be affordable as defined in Chapter 5 of the Zoning Code.
- LEED silver or a comparable standard: Require that the project be built to environmentally responsible standards.

Public Comment

Public comments can be found at the following link:

http://www.kirklandwa.gov/depart/planning/Code_Updates/Projects/MRM.htm

Next Steps

- June 25 – Public Hearing on MRM
- October 20 – Council Study Session
- December – Council final action (tentative)

Attachments

Exhibit A – May 7, 2015 Staff Report to Planning Commission

Exhibit B – Drawings submitted by the applicant

cc: File ZON11-00006
Joe Razore, applicant
Brian Brand, AIA
Moss Bay Neighborhood Association
KAN
Ken Davidson
Brent Carson, Attorney for Davidson, Serles and Associates



CITY OF KIRKLAND
Planning and Community Development Department
123 Fifth Avenue, Kirkland, WA 98033 425-587-3225
www.kirklandwa.gov

MEMORANDUM

To: Planning Commission

From: Angela Ruggeri, AICP, Senior Planner
Paul Stewart, AICP, Deputy Director
Eric Shields, AICP, Director

Date: May 7, 2015

Subject: MRM AMENDMENT REQUEST
FILE #ZON11-00006

RECOMMENDATION

Review additional information provided by the applicant and staff and discuss potential Comprehensive Plan and Zoning Code amendments for the MRM amendment request. Give staff direction on what to present at the public hearing on June 25, 2015.

Staff is recommending additional residential use on the MRM property subject to provision of several public amenities.

BACKGROUND DISCUSSION

The City Council directed the Planning Commission and staff to study this request to amend the Comprehensive Plan and Zoning Code for CBD 5 as part of the City's update to the Comprehensive Plan. The amendments would allow increased height and residential uses for the parcel at 434 Kirkland Way in the Moss Bay Neighborhood (see Attachment 1). The original proposal was to amend the Comprehensive Plan and Zoning Code to increase height from the current 5 story (67 feet) maximum to 8 stories (100 feet) and to allow residential uses on the entire site.

The Planning Commission held a study session on March 12, 2015 to discuss the proposal. At that study session the applicant withdrew his request for additional height and asked that 6 stories of residential be allowed within the existing 67' height limit. The Planning Commission did not make a recommendation on that proposal, but did ask staff to do more research on the potential public amenities proposed by the applicant.

The full history of this amendment request is included in the packet for the March 12, 2015 meet and can be found at the following link:
[http://www.kirklandwa.gov/depart/planning/Boards and Commissions/Planning Commission.htm](http://www.kirklandwa.gov/depart/planning/Boards_and_Commissions/Planning_Commission.htm)

Since that meeting, the applicant has provided additional information including drawings and details on the public amenities (see Attachment 2). The attached drawings include site plans based on proposed zoning and existing zoning and a rendering looking west down Kirkland Way. The applicant will provide drawings from additional view points for presentation at the Planning Commission meeting on May 14, 2015.

After reviewing the applicant's submittal and doing more research on the proposed public amenities, staff is providing the following recommendation for Planning Commission discussion in preparation for the public hearing on June 25, 2015.

STAFF RECOMMENDATION

Comprehensive Plan amendments will be necessary, depending upon what Zoning Code amendments are recommended.

Zoning Code Amendments

Existing zoning (Uses): Office; Restaurant or Tavern; Entertainment, Cultural and/or Cultural Recreational Facility; Hotel or Motel; Retail; Church; School or Daycare; Public Utility, Government Facility, or Community Facility; Park; Assisted Living (in specific areas); and multifamily residential (in specific areas).

Retail on the ground floor is not required.

Existing Zoning only allows assisted living or multifamily residential in the following locations:

- On properties with frontage on Second Avenue
- Within 170 feet of Peter Kirk Park provided that the gross floor area of this use does not exceed 12.5% of the total gross floor area for the subject property.

Staff Recommendation:

1. Allow additional residential uses at the MRM site if the public amenities listed below are provided;
2. Continue to allow all other uses already listed, including office.

Existing zoning (Height): Maximum height allowed: 67' above average building elevation (ABE).

Other requirements include:

- No portion of a structure above the elevation of Kirkland Way as measured at the midpoint of the frontage of the subject property on Kirkland Way may exceed the following:
 - Within 20' of Kirkland Way, 2 stories;
 - Within 40' of Kirkland Way, 4 stories;
 - Within 50' of Kirkland Way, 5 stories.
- No portion of a structure within 100 feet of Peter Kirk Park shall exceed three stories above average building elevation.

Staff Recommendation:

1. Maintain existing step back requirements from Peter Kirk Park and Kirkland Way.
2. Maintain existing height limit of 67' above ABE (five stories) with two exceptions:
 - Allow five stories of residential over ground floor retail (six stories total, maximum 67') on the MRM site, if the public amenities listed below are provided.
 - Allow five stories of office over ground floor retail (six stories total, maximum 80') on the MRM site, if the public amenities listed below are provided.

Public Amenities

The Planning Commission requested that staff identify which of the proposed public amenities are appropriate for the site. Staff has determined that the combination of the following public amenities, some of which are site specific, is a compelling reason to allow the 6 stories and residential use on the MRM site. Per the Planning Commission's suggestion, additional height is also allowed for office if the public amenities listed below are provided. The property owner has made it clear, however, that he is not interested in office development on the site, even with this additional one story height incentive.

- Easement improvements from Parkplace to Kirkland Way: The Park Promenade along the west side of the Parkplace project is 56' wide and includes: 12' wide sidewalks with tree wells on both sides, two 11' drive aisles and parking on the east side of the street (see Attachment 3).

The existing easement on the MRM property is only 20' wide. Under normal conditions, the City could typically require an 8' sidewalk along one side of the easement when the property is developed. Improving a pedestrian and vehicular connection across the MRM site that matches the Parkplace improvements will provide an enhanced connection to Kirkland Way and the Kirkland Performance Center that will not be otherwise available. The width of this easement will be more than doubled and the Park Promenade allowed to continue through to Kirkland Way. With proper design, landscaping and wider sidewalks, this will provide an inviting connection to Parkplace.

- Retail on the Ground Floor: Not currently required for CBD 5, this use would tie the project into the Parkplace site and continue the pedestrian friendly environment through to Kirkland Way. Retail on the MRM site would activate the street and surrounding area.

There would also be a requirement that one retail tenant space have a 9000 square foot minimum size. This is the minimum size that could potentially be used for a hardware store or drug store (see Attachment 2).

- Public Plaza: Require a minimum 2000 square foot open public plaza that relates to Kirkland Way, the Performance Center and Peter Kirk Park. This

would also draw the public into the site; provide a gathering place; and enhance the Park Promenade to Parkplace.

- Public Art: Incorporate public art into the project with a minimum specified value of \$10,000.
- Affordable Housing: Require 10% of the housing to be affordable as defined in Chapter 5 of the Zoning Code.
- LEED silver or a comparable standard: Require that the project be built to environmentally responsible standards.

Basis for Staff Recommendation

Staff has determined that the applicant's proposal, including some public amenities which are unique to this location, provides a compelling reason to allow 6 stories and additional residential use on the MRM site. Without the amendments, many of these public amenities will be lost.

- The Park Promenade and the public plaza will provide an enhanced connection to Parkplace, Peter Kirk Park and the Performance Center.
- The combination of the required retail on the ground floor, the Park Promenade and the public plaza will activate the area between Parkplace and Kirkland Way.
- The retail will enhance downtown vibrancy and provide the City with an additional fiscal benefit.
- The current 67' height limit combined with proposed retail and residential uses will provide a transition between Parkplace and the existing multifamily residential on the south side of Kirkland Way.
- The amendments still allow and will provide an incentive for office.
- The City will gain additional affordable housing in the downtown and promote green building.
- These changes will result in redevelopment of this site sooner than later and do not preclude the economic use of the property.

Next Steps

- June 2 – City Council Briefing on MRM
- June 25 – Hearing on MRM
- October 20 – Council Study Session
- November 17 – Council final adoption

Attachments

1. Site/study area map

2. Letter and drawings from Joe Razore
3. Master Plan – Development Standard for Park Promenade Section

cc: File ZON11-00006
Joe Razore, applicant
Brian Brand, AIA
Moss Bay Neighborhood Association
KAN
Ken Davidson
Brent Carson, Attorney for Davidson, Serles and Associates



May 5, 2015

Kirkland Planning Commission
123 Fifth Avenue
Kirkland, WA 98033

Re: MRM Private Amendment Request (PAR)

Members of the Planning Commission,

Thank you for giving us the opportunity to present and answer questions about our project last month. We appreciate the thoughtful questions you asked. There are a number of items we'd like to cover and clarify to give you a better understanding of why you should approve our request to allow additional residential on our property. We have worked hard to create a public benefits package that directly responds to requests from our neighbors and to the success of downtown Kirkland.

Create a gracious new front door for the Park Place area

We are offering to improve what currently serves as a 20' access easement, into a pedestrian friendly front door to Park Place. Today it is effectively a back door and service entrance to Park Place and Peter Kirk Park, the Kirkland Performing Arts Center and the Teen center. Without these concessions, the access will continue as a lane drive aisle without sidewalks or any visual appeal. You have the rare opportunity to finish off the connection to Park Place the right way. We're offering to increase that dedication to include sidewalks, landscaping and driving access consistent with the rest of Park Place to the north. NO OTHER SITE IN THE CBD5 CAN OFFER THIS BENEFIT. Included are renderings of what we envision compared to what is there today, and what could be built under current zoning. This is the City's opportunity to complete the Park Place project the right way. Please see the plans attached to the end of this letter.

Add Desirable Retail

Ground floor retail IS NOT required on our site under the current zoning. We are offering to add a substantial retail presence at the base of a new residential building. We have heard from the community that they would like to have access to a hardware store or pharmacy—two retailers not likely to locate at Park Place. We have received interest from numerous retailers, including McLendon Hardware (see attached letter), about the possibility of locating at the base of our proposed residential building. We are confident that the retailer we select will be committed to this project BEFORE we put a shovel in the ground. This will also help activate that special connection to Park Place that I mentioned above. We cannot offer this as a part of an office

Kirkland Planning Commission
May 5, 2015
Page 2 of 13

development as the two uses – office and major retail -- are not compatible from a usability or parking perspective for a project of this size.

Complementing – not competing with – Park Place

The entire City of Kirkland is invested in the success of Park Place. We believe that the best plan for our property is to develop a project that will complement, not compete with, Park Place. As evidenced by Talon's decision to reduce the amount of buildable office space on their site, the office supply and demand picture is not a favorable one for a developer looking to build on a speculative whim. Since 2000, the market area in which our site sits (bordered to the South by Carillon Point, the North by Central way and East by I-405) has never had a three-year period when office space absorption exceeded 261,000 square feet. Park Place has plans for more than 650,000 square feet and Lake Street Place can bring another 82,000 square feet to market. The current comp plan did not account for the changes made to Kirkland Park Place and now is the time for us to address that.

Additionally, Microsoft is VACATING our building and Continental Plaza March 31, 2016 and moving to Redmond. That'll be another 65,000 square feet of space for lease in downtown Kirkland.

Expedia is leaving the eastside for Seattle leaving behind almost 500,000 square feet of class A office space.

Microsoft is bringing a number of user groups back to their main campus. They just listed 166,000 square feet for sublease at the Bravern (marketing flyer attached). This is not a good sign for downtown Kirkland or Bellevue.

The downtown Kirkland market will only be able to absorb so much new Class A development and rather than cannibalize demand for Park Place, we believe the better use for our property is to offer more residential to support the Live, Work, Play environment at Park Place for the hundreds of works who will office there.

Multi-family currently co-exists with office in the CBD5 and has been recently approved at Park Place. The precedence has been set and the model has been proven to work. In addition, housing and jobs are not mutually exclusive. We are strong believers that housing helps job and jobs help housing. The BERK memorandum commissioned by the City supports that as does every thriving downtown in the U.S. today. Look at Southlake Union, Palo Alto and the Marina and SoMA districts in San Francisco.

Kirkland Planning Commission
May 5, 2015
Page 3 of 13

Increasing Affordable Housing

One of the most important issues facing our region today is the lack of affordable housing. Many employees who work in our schools, hotels, retail stores, restaurants, etc. cannot currently afford to live in Kirkland. By rezoning our project to residential use, we will be able to dedicate 10 percent of our units to the affordable housing program.

Adding sustainable development

Another benefit we are proposing to provide to the City of Kirkland is to develop our property to LEED Silver or equivalent standard. This is not a current requirement of our site today.

Fewer traffic impacts with Residential use

The EIS that was undertaken for our property shows that changing the use to residential/retail actually results in 262 *fewer daily* trips than an office scenario.

No height Increases

MRM Capital is not seeking an increase in heights and the new residential development would be concurrent with existing zoning of 67'.

Additional Public Art

We are including a substantial component dedicated to public art to help keep downtown Kirkland interesting. This is not a requirement on our site today.

Long-term owners with patient money

My family is NOT interested in selling this property. We're not merchant developers nor are we motivated by short time gains. We've turned down interest from developers interested in buying the property and will continue to do that. We view this as a generational asset for our children and future generations and are fortunate to be in a position where we don't need to do anything, in any timeframe. If our residential plan is not approved this year we will wait as long as is needed for development to become economically viable. That could mean waiting until Park Place is fully developed and out of office capacity, which could be 3 or 4 development cycles, typically lasting 10-15 years each. Our site would continue on in its underutilized state and I fear it will eventually be viewed similarly as the Kirkland Antique Mall, which sat empty for so many years. Approving our residential plan will eliminate that concern and hopefully advance the development of the CBD as a whole.

Kirkland Planning Commission
May 5, 2015
Page 4 of 13

Finally, I would like to address questions raised by the Planning Commission.

Mr. Laliberte asked an interesting question; why should we (the Planning Commission) change our direction from the Comprehensive Plan that was drafted more than two decades ago? That question was posed as if the current plan has been a successful one. I tend to disagree with that. The reason the Planning Commission should change the Comp Plan is because NOTHING has changed. That last new major office project built in the CBD was more than 20 years ago when the Emerald Building was built. Additionally, it's worth noting that residential IS an allowed use in CBD 5. We're not asking for a material change by adding an entirely new use. We are only asking for you to increase the percentage of residential allowed on our site, just as it was permitted on the Kirkland Park Place site.

Mr. Miller expressed his concern about setting a precedent and receiving an inordinate number of requests for PAR's if they approve our request. We don't think this will occur for a variety of reasons. First, PAR's must be approved by the City Council for consideration before they are evaluated by the Planning Commission. Asking for one does not guarantee it will be approved by council for consideration. The council will only direct staff to review those PAR's which have merit. I know from experience that this is not a process for the faint of heart. We have been at this for 5 years now. It is also not a process for those unwilling to spend considerable capital. If you recall, we had to pay for the SEIS, in addition to the thousands of dollars we've spent on architects and other advisors.

We appreciate your thoughtful review of our request. Thank you again for your consideration and we look forward to seeing you on the 14th.



Joe Razore
MRM Kirkland, LLC

(Continued...)

Kirkland Planning Commission
May 5, 2015
Page 5 of 13



baylis
ARCHITECTS

SITE PLAN OF RESIDENTIAL AND OFFICE OPTIONS WITH VICINITY MAP OF PARK PLACE

434 KIRKLAND WAY

on Blvd NE
ton 98033



Kirkland Planning Commission
May 5, 2015
Page 6 of 13



ARCITECTS
baylis

SITE PLAN OF RESIDENTIAL AND OFFICE OPTIONS
434 KIRKLAND WAY

on Blvd NE
ton 98033



Kirkland Planning Commission
May 5, 2015
Page 7 of 13



Joe Razore
MRM Capital

Dear Joe,

Thank you for reaching out to us with this opportunity in downtown Kirkland. We have often thought that the Eastside needed another McLendon Hardware so we are not surprised to hear that you have heard members in the community express their desire to see a hardware store downtown. We'd be very interested in locating a McLendon Hardware at the base of your apartment project. Good luck with your approval and please keep us informed.

Sincerely,

A handwritten signature in cursive script that reads "Steve Sevruk".

Steve Sevruk
CFO
McLendon Hardware, Inc.

Kirkland Planning Commission
May 5, 2015
Page 8 of 13

Expedia left Bellevue to expand. Is Valve Software next?

Apr 9, 2015, 1:48pm PDT Updated: Apr 9, 2015, 2:21pm PDT

[Jacob Demmitt](#) and [Marc Stiles](#)
Puget Sound Business Journal

Bellevue-based Valve Software plans to nearly double the amount of office space it occupies.

While the company is focusing its search for a possible new home on the Eastside it is also looking at Seattle, according to real estate industry sources who asked not to be named.

Currently, Valve is in 110,000 square feet in downtown Bellevue's Skyline Tower and could expand to approximately 200,000 square feet. That makes it the largest space requirement in the Bellevue market.

Valve has long been one of the cornerstones of the Eastside gaming industry, so it would be a huge win for Bellevue if the company decides to stay there while it expands. It would be an equally crucial loss if Valve decides to go elsewhere.

Microsoft (Nasdaq: MFST) veteran [Gabe Newell](#) founded the game company in 1996. Valve's growth has been skyrocketing for years. It recently announced plans to branch out into new businesses within the gaming industry, including virtual reality, and has four new product launches scheduled later this year.

Valve officials did not respond to several interview requests, and the company's real estate broker, [Jeff Watson](#) of the **Broderick Group**, declined to comment.

That Valve is considering Seattle will sound eerily familiar to the Bellevue business community in the wake of **Expedia's** decision to move its headquarters from Bellevue to Seattle.

In late February, as Expedia's search for more office space heated up, Expedia CFO [Mark Okerstrom](#) told the Business Journal [that while Bellevue was certainly a possibility, the company was not limiting its search to downtown](#) Bellevue. Five weeks later Expedia (Nasdaq: EXPE) [announced the company will move the headquarters to the Seattle waterfront, where it plans to grow to 4,500](#) employees.

Valve Software has time to decide. Industry sources said that the company's existing lease runs until early 2018. That's about the time Expedia plans to be out of its main Bellevue tower, so

Kirkland Planning Commission
May 5, 2015
Page 9 of 13

Valve could move there or one of the three new office buildings under construction in downtown Bellevue.

In a twist of synchronicity, Expedia also leases a small amount of office space in Skyline Tower, where Valve is currently based. Valve could remain in that building, [which traded hands in 2012, when Kilroy Realty](#) (NYSE: KRC) paid \$186.9 million for the 24-story building.

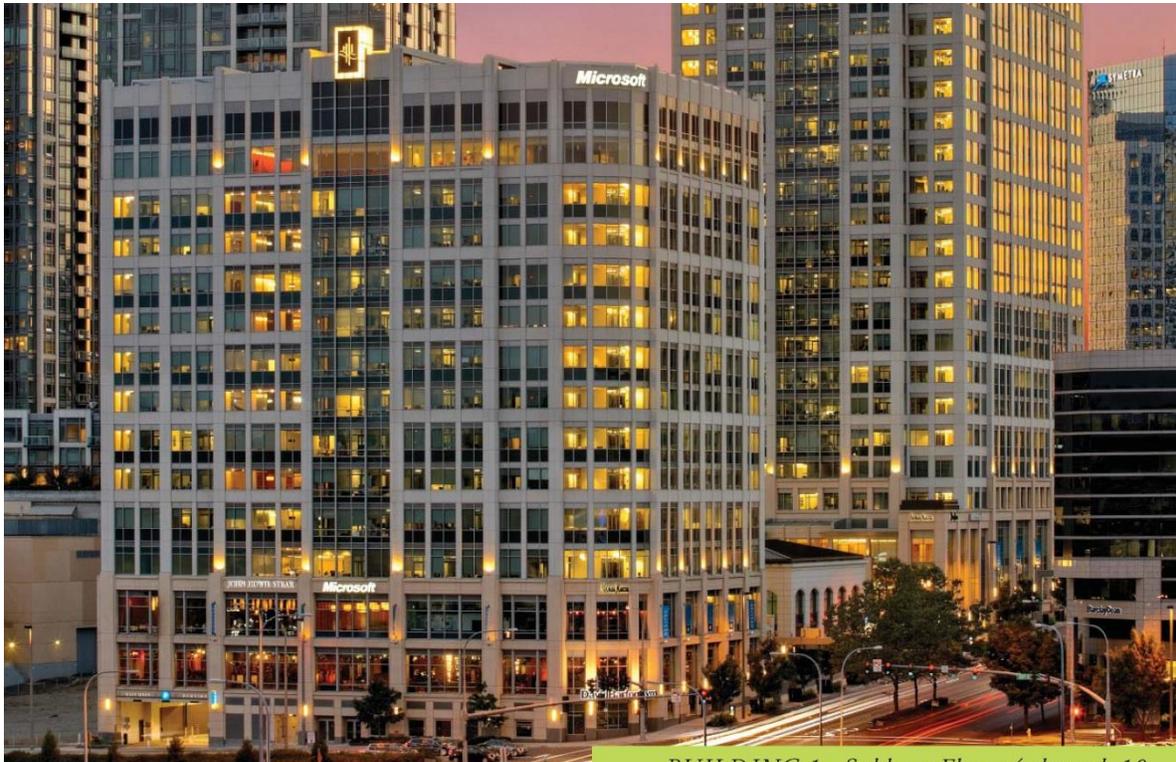
The news comes as Valve gets ready to rapidly expand its video game offerings with a new concentration on physical hardware.

The company has so far revolved around its Steam video game platform, where the company says it has 125 million active users browsing a selection of 4,500 video games for sale. Valve develops some of its own games, including Half-Life and the wildly-popular Dota 2. But it has built an even bigger business around offering the platform where gamers go to download their favorite titles.

But now, Valve is taking that a step further by developing hardware that powers those games.

The company will launch the Steam Controller, Steam Link and Steam Machines in November. Vive, a virtual reality headset Valve developed with HTC, will come out sometime this year.

Kirkland Planning Commission
May 5, 2015
Page 10 of 13



BUILDING 1: Sublease Floors 4 through 10

Approximately 166,873 SF Available 9/1/15



THE BRAVERN

11155 NE 8TH STREET | BELLEVUE, WASHINGTON



3927 Lake Washington Blvd NE
Kirkland, Washington 98033

Kirkland Planning Commission
 May 5, 2015
 Page 11 of 13

415 106th Ave NE - Centre 425



Location: Centre 425
 Eastside Cluster
 Bellevue CBD Submarket
 King County
 Bellevue, WA 98004

Building Type: Class A Office

Status: Under Construction, delivers Oct 2016

Stories: 16

RBA: 354,000 SF

Typical Floor: 24,800 SF

Total Avail: 354,000 SF

% Leased: 0%

Developer: Schnitzer West
 Management: -
 Recorded Owner: 415 Bellevue LLC

Expenses: 2013 Tax @ \$0.25/sf
 Parcel Number: 154410-0277
 Parking: Ratio of 2.60/1,000 SF
 Amenities: Fitness Center

Floor	SF Avail	Floor Contig	Bldg Contig	Rent/SF/Yr + Svs	Occupancy	Term	Type
E 1st	22,125	22,125	354,000	Withheld	TBD	Negotiable	New
E 2nd	22,125	22,125	354,000	Withheld	TBD	Negotiable	New
E 3rd	22,125	22,125	354,000	Withheld	TBD	Negotiable	New
E 4th	22,125	22,125	354,000	Withheld	TBD	Negotiable	New
E 5th	22,125	22,125	354,000	Withheld	TBD	Negotiable	New
E 6th	22,125	22,125	354,000	Withheld	TBD	Negotiable	New
E 7th	22,125	22,125	354,000	Withheld	TBD	Negotiable	New
E 8th	22,125	22,125	354,000	Withheld	TBD	Negotiable	New
E 9th	22,125	22,125	354,000	Withheld	TBD	Negotiable	New
E 10th	22,125	22,125	354,000	Withheld	TBD	Negotiable	New
E 11th	22,125	22,125	354,000	Withheld	TBD	Negotiable	New
E 12th	22,125	22,125	354,000	Withheld	TBD	Negotiable	New
E 13th	22,125	22,125	354,000	Withheld	TBD	Negotiable	New
E 14th	22,125	22,125	354,000	Withheld	TBD	Negotiable	New

Kirkland Planning Commission
 May 5, 2015
 Page 12 of 13

929 108th Ave NE - 929 Office Tower - Washington Square



Location: 929 Office Tower
 Eastside Cluster
 Bellevue CBD Submarket
 King County
 Bellevue, WA 98004

Building Type: Class A Office

Status: Under Construction, delivers Dec 2015

Stories: 19

RBA: 462,000 SF

Typical Floor: 24,316 SF

Total Avail: 462,000 SF

% Leased: 0%

Developer: Trammell Crow

Management: -

Recorded Owner: -

Parcel Number: 154460-0143

Floor	SF Avail	Floor Contig	Bldg Contig	Rent/SF/Yr + Svs	Occupancy	Term	Type
E 1st	4,000	4,000	4,000	\$38.00/nnn	12/2015	Negotiable	New
E 2nd	10,000 - 22,172	22,172	458,000	Withheld	12/2015	Negotiable	New
E 3rd	10,000 - 26,200	26,200	458,000	Withheld	12/2015	Negotiable	New
E 4th	10,000 - 25,620	25,620	458,000	Withheld	12/2015	Negotiable	New
E 5th	10,000 - 26,200	26,200	458,000	Withheld	12/2015	Negotiable	New
E 6th	10,000 - 25,691	25,691	458,000	Withheld	12/2015	Negotiable	New
E 7th	10,000 - 26,200	26,200	458,000	Withheld	12/2015	Negotiable	New
E 8th	10,000 - 25,691	25,691	458,000	Withheld	12/2015	Negotiable	New
E 9th	10,000 - 26,200	26,200	458,000	Withheld	12/2015	Negotiable	New
E 10th	10,000 - 25,658	25,658	458,000	Withheld	12/2015	Negotiable	New
E 11th	10,000 - 26,167	26,167	458,000	Withheld	12/2015	Negotiable	New
E 12th	10,000 - 25,603	25,603	458,000	Withheld	12/2015	Negotiable	New
E 13th	10,000 - 26,067	26,067	458,000	Withheld	12/2015	Negotiable	New
E 14th	10,000 - 26,077	26,077	458,000	Withheld	12/2015	Negotiable	New
E 15th	10,000 - 26,582	26,582	458,000	Withheld	12/2015	Negotiable	New
E 16th	10,000 - 26,078	26,078	458,000	Withheld	12/2015	Negotiable	New
E 17th	10,000 - 25,985	25,985	458,000	Withheld	12/2015	Negotiable	New
E 18th	10,000 - 22,946	22,946	458,000	Withheld	12/2015	Negotiable	New
E 19th	10,000 - 22,863	22,863	458,000	Withheld	12/2015	Negotiable	New

Kirkland Planning Commission
 May 5, 2015
 Page 13 of 13

400 Bellevue Way NE - 400 Lincoln Square - Lincoln Square



Location: 400 Lincoln Square
 Eastside Cluster
 Bellevue CBD Submarket
 King County
 Bellevue, WA 98004

Building Type: Class A Office/(Community Center)
 Status: Under Construction, delivers Nov 2016
 Stories: 31
 RBA: 724,693 SF
 Typical Floor: 21,500 SF
 Total Avail: 689,924 SF
 % Leased: 4.8%

Developer: Kemper Development Co.
 Management: -
 Recorded Owner: -

Parcel Number: 432340-0000, 432341-0000, 432342-0000, 432343-0000
 Parking: 200 free Covered Spaces are available; Ratio of 3.00/1,000 SF

Floor	SF Avail	Floor Contig	Bldg Contig	Rent/SF/Yr + Svs	Occupancy	Term	Type
E 2nd	8,149	8,149	689,924	\$38.00-\$42.00/nnn	11/2016	Negotiable	New
E 3rd	17,772	17,772	689,924	\$38.00-\$42.00/nnn	11/2016	Negotiable	New
E 4th	13,558	13,558	689,924	\$38.00-\$42.00/nnn	11/2016	Negotiable	New
E 5th	31,528	31,528	689,924	\$38.00-\$42.00/nnn	11/2016	Negotiable	New
E 6th	24,688	24,688	689,924	\$38.00-\$42.00/nnn	11/2016	Negotiable	New
E 7th	24,688	24,688	689,924	\$38.00-\$42.00/nnn	11/2016	Negotiable	New
E 8th	24,688	24,688	689,924	\$38.00-\$42.00/nnn	11/2016	Negotiable	New
E 9th	24,688	24,688	689,924	\$38.00-\$42.00/nnn	11/2016	Negotiable	New
E 10th	24,688	24,688	689,924	\$38.00-\$42.00/nnn	11/2016	Negotiable	New
E 11th	24,688	24,688	689,924	\$38.00-\$42.00/nnn	11/2016	Negotiable	New
E 12th	24,688	24,688	689,924	\$38.00-\$42.00/nnn	11/2016	Negotiable	New
E 13th	24,688	24,688	689,924	\$38.00-\$42.00/nnn	11/2016	Negotiable	New
E 14th	24,688	24,688	689,924	\$38.00-\$42.00/nnn	11/2016	Negotiable	New
E 15th	24,688	24,688	689,924	\$38.00-\$42.00/nnn	11/2016	Negotiable	New
E 16th	24,688	24,688	689,924	\$38.00-\$42.00/nnn	11/2016	Negotiable	New
E 17th	24,688	24,688	689,924	\$38.00-\$42.00/nnn	11/2016	Negotiable	New
E 18th	24,688	24,688	689,924	\$38.00-\$42.00/nnn	11/2016	Negotiable	New
E 19th	24,688	24,688	689,924	\$38.00-\$42.00/nnn	11/2016	Negotiable	New
E 20th	24,517	24,517	689,924	\$38.00-\$42.00/nnn	03/2017	Negotiable	New
E 21st	24,005	24,005	689,924	\$38.00-\$42.00/nnn	03/2017	Negotiable	New
E 22nd	25,398	25,398	689,924	\$38.00-\$42.00/nnn	03/2017	Negotiable	New
E 23rd	25,398	25,398	689,924	\$38.00-\$42.00/nnn	03/2017	Negotiable	New
E 24th	25,398	25,398	689,924	\$38.00-\$42.00/nnn	03/2017	Negotiable	New

3927 Lake Washington Blvd NE
 Kirkland, Washington 98033



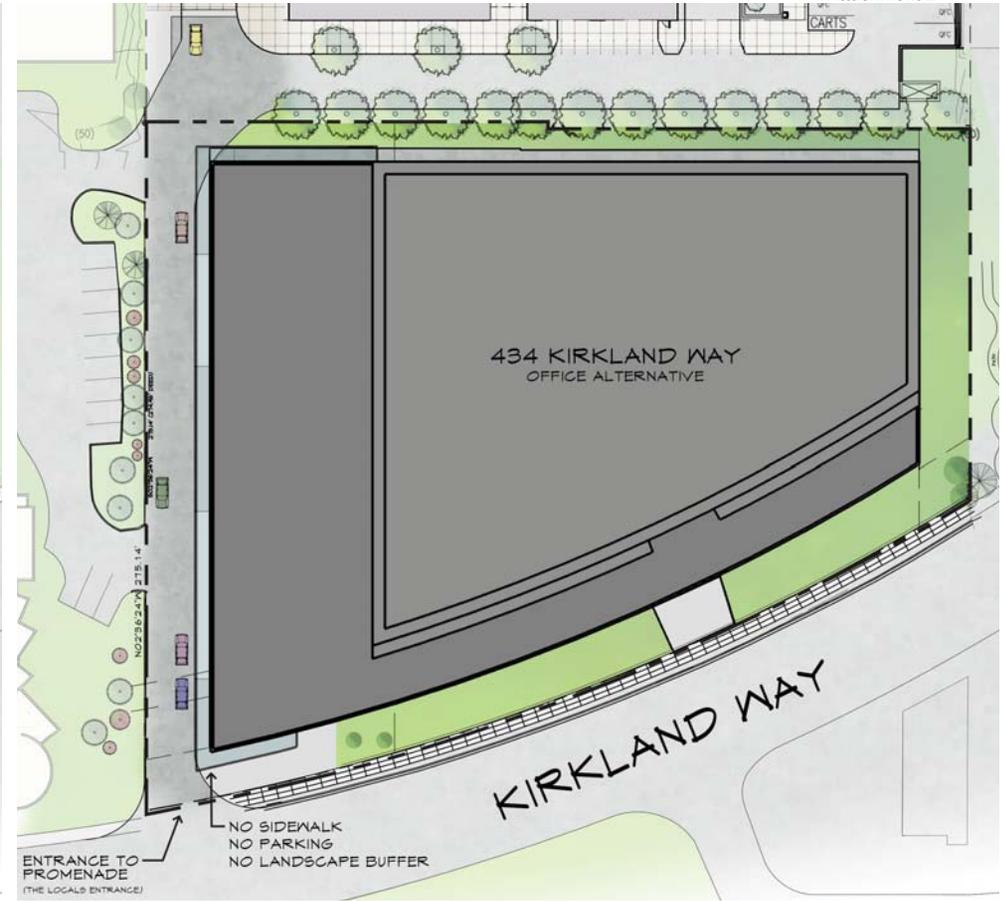
RESIDENTIAL SITE PLAN



OFFICE SITE PLAN



SITE PLAN OF RESIDENTIAL AND OFFICE OPTIONS WITH VICINITY MAP OF PARK PLACE
434 KIRKLAND WAY



□ SITE PLAN OF RESIDENTIAL AND OFFICE OPTIONS
434 KIRKLAND WAY

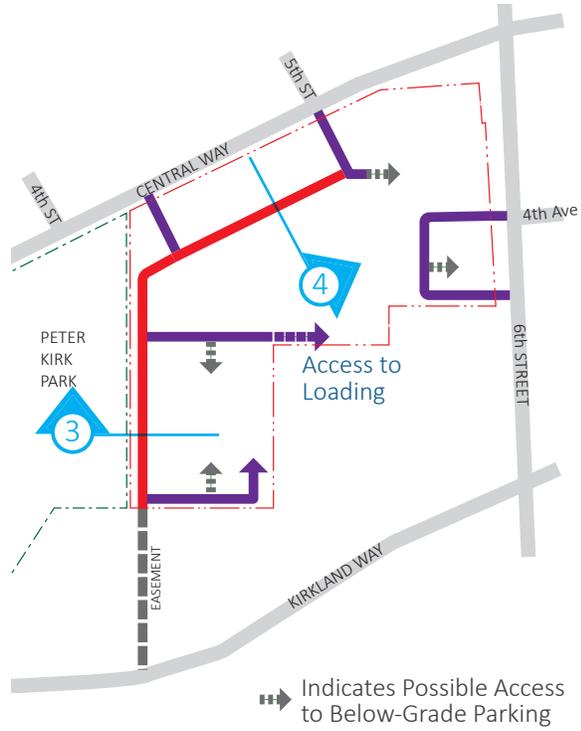




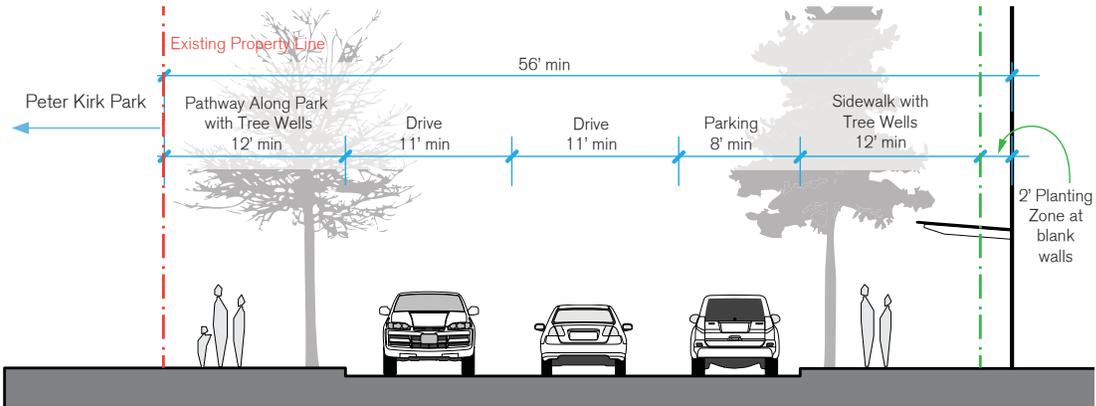
VIEW WEST AT KIRKLAND WAY
434 KIRKLAND WAY

ARCHITECTS
baylis

PRIMARY INTERNAL STREETS

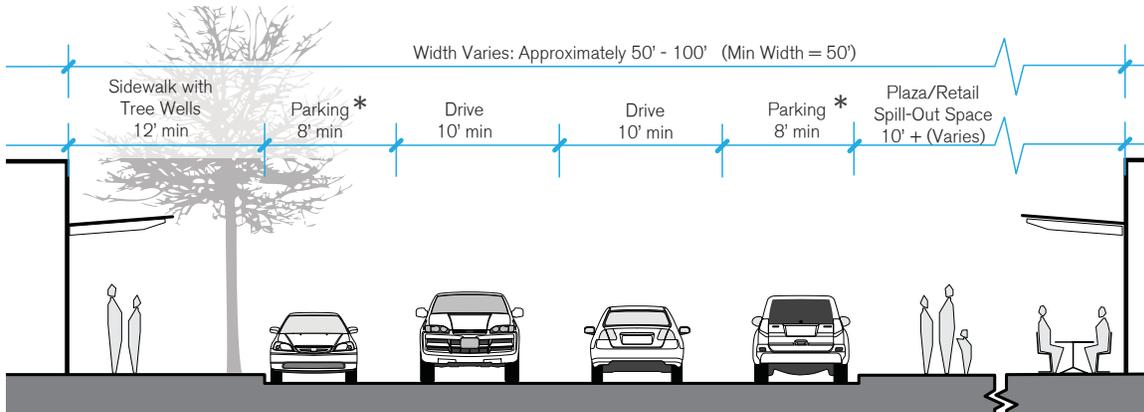


3 Park Promenade Section (typical)



The existing easement to the south shall include a pedestrian sidewalk connecting the Park Promenade with Kirkland Way.

4 Main Street Section (typical)



* Curbside parking may occur on one or both sides of the roadway.



434 AND PARK PLACE AERIAL VIEW
434 KIRKLAND WAY



AERIAL VIEW OF 434 AND PROMENADE
434 KIRKLAND WAY



VIEW NORTH AT PROMENADE
434 KIRKLAND WAY



VIEW NORTH AT PROMENADE
434 KIRKLAND WAY



VIEW NORTHEAST AT KIRKLAND WAY
434 KIRKLAND WAY



VIEW WEST AT KIRKLAND WAY
434 KIRKLAND WAY



COMPREHENSIVE PLAN UPDATE
SCHEDULE FOR SEPT 2014- DEC 2015

05/4/15

(Schedule Subject to Change)

PC = Planning Commission, HCC = Houghton Community Council, CC= City Council

MEETING DATES FOR GROUPS	TOPIC	PLANNER
SEPT 9 – SRH/BT	South Rose Hill/Bridle Trails Plans with Assoc.	Coogan
OCT 14 – SRH/BT	South Rose Hill/Bridle Trails Plans with Board	Coogan
NOV 10 – Juanita	North Juanita Plan with Association	Coogan/T. Swan
NOV 17 – NRH	North Rose Hill Plan with Association	Lieberman-Brill
NOV 17 – MB	Moss Bay Plan with Association	McMahan
NOV 19 Highlands	Highlands Plan with Association	Lieberman-Brill
DEC 8 – MB	Moss Bay Plan with Board	McMahan
DEC 18 – PC	Retreat (Comp Plan schedule)	Stewart/Swan
2015		
JAN 8 – PC	Environment Element Moss Bay Neighborhood Plan Waddell CAR Nelson/Cruikshank CAR	Barnes McMahan McMahan McMahan
JAN 20 – CC Briefing	Vision, Introduction, General Chapters Economic Development, Community Character	Swan Coogan
JAN 22 - Norkirk	Norkirk Plan with Board	Lieberman-Brill
JAN 22 – PC	Totem Lake Plan	Collins
FEB 3 – CC Briefing	Land Use Element Housing Element	McMahan Nelson
FEB 4 Norkirk	Norkirk Plan with Assoc.	Lieberman-Brill
FEB 12 – PC	South Rose Hill/Bridle Trails Neighborhood Plan NE 85 th Street Neighborhood Plan Juanita Neighborhood Plan Newland CAR	Coogan Coogan Coogan Coogan
FEB 17 – CC study session	TMP/Transportation Element study session	Godfrey
FEB – 18 Kingsgate	Kingsgate Neighborhood Plan with Association	Swan
FEB 26 – PC	North Rose Hill Neighborhood Plan Griffis CAR Basra CAR Walen CAR	Lieberman-Brill Lieberman-Brill Lieberman-Brill Collins
MARCH 3 - CC	No briefing	
MARCH 12 – PC	MRM CAR Evergreen Healthcare CAR Totem Commercial Center CAR Econ Develop/Community Character follow-up	Ruggeri Collins Collins Coogan
MARCH 17 – CC Briefing	Moss Bay, Juanita, South Rose Hill, Bridle Trails, NE 85th Street subarea Neighborhood Plans Nelson/Cruikshank, Waddell and Newland CARs	McMahan/Coogan
MARCH 23 - HCC	Environment Element Introduction, rest of Vision Chapter Bridle Trails Neighborhood Plan Update (portion) Public Services/Utilities (Climate Commitments)	Barnes Swan Coogan Lieberman-Brill
MARCH 24 – Everest	Everest Plan with Neighborhood Association	Coogan
MARCH 26 – PC Start at 6pm	Norkirk Neighborhood Plan Norkirk CARs Highlands Neighborhood Plan Public Services & Utilities (Climate Commitments) Land Use Element follow-up	Lieberman-Brill Lieberman-Brill Lieberman-Brill Lieberman-Brill McMahan
April 7 – CC Briefing	Environment Element	Barnes
APRIL 16 – PC (instead of 4/9)	Everest Neighborhood Plan Morris CAR Rairdon CAR Astronics CAR	Coogan Collins Collins Collins
April 21 – CC Study session	Transportation Master Plan/Transportation Element	Godfrey
APRIL 23 – PC	Transportation Element (cont.) Park Element (cont.) New Kingsgate Neighborhood Plan Human Services Element Capital Facilities Element (except CFP tables) Implementation Strategies Appendices A & C, KMC, Chapter 142 KZC	Godfrey/Swan Cogle/Swan Swan Swan Swan Swan/all Swan/All

	Council briefing follow-up: Intro, General Totem Lake follow-up	Swan Collins
APR 27 – HCC	Transportation (cont.) Park (cont.) Human Services Capital Facilities Element (except CFP tables) Implementation Strategies Appendices A & C, KMC, Chapter 142 KZC	Godfrey/Swan Cogle/Swan Swan Swan Swan/All Swan All
MAY 5 – CC Briefing	Highlands Neighborhood Plan Public Services & Utilities Elements Everest Neighborhood Plan	Lieberman-Brill Lieberman-Brill Coogan
MAY 14 – PC	MRM (cont.) Basra CAR (cont.) Environment (cont.) Waddell CAR (cont.) and Chapter 10	Ruggeri Lieberman-Brill Barnes McMahan
MAY 19 – CC	Cancelled	
MAY 25 – HCC	No items	
MAY 28 – PC	Norkirk LIT CARs Totem Lake Plan and related code amendments	Lieberman-Brill Collins
JUNE 2 – CC Briefing	Park Element (part of PROS Plan review) Human Services Element New Kingsgate Neighborhood Plan Implementation Strategies Capital Facilities Element (not including CFP charts) MRM CAR	Cogle Swan Swan Swan/all Swan Ruggeri
JUNE 11 – PC	Definitions Review of Preliminary Transportation and Park projects	Collins/Barnes Swan
	Finn Hill Neighborhood Plan scope of work	Shields
JUNE 16 – CC Briefing	North Rose Hill Neighborhood Plan Griffis & Barsa CARs Walen CAR Norkirk Neighborhood Plan and CARs Mayor letter to Dept. of Commerce	Lieberman-Brill Lieberman-Brill Collins Lieberman-Brill Swan
JUNE (1 st week)	60 day Notice to Department of Commerce	
JUNE 19 or 22	Issue Draft EIS (15 days before hearing)	
JUNE 25 – prior to PC meeting <i>Open house</i>	OPEN HOUSE on 6/25 hearing items	Rugger/Coogan/ McMahan/Swan
JUNE 25 – PC/TC/HCC Joint Hearing	Joint Hearing on Element Chapters (except CFP) Bridle Trails Neighborhood Plan HCC /TC Recommendations on both items above Hearing on MRM, Newland, Waddell, Nelson/Cruikshank, CARs Hearing on, Moss Bay, South Rose Hill, Juanita, NE 85 th Street, Everest, Kingsgate Plans PC begins deliberations	All Coogan Ruggeri/Coogan/ McMahan/Swan
JULY 7 – CC Briefing	Totem Lake Neighborhood Plan Totem Lake 5 CARs	Collins Collins
JULY 9 – PC Hearing	Hearing on EIS Deliberation and Recommendation on items from June 25 hearing	Shields All
JULY 21 – CC	Draft Capital Improvement Program (CIP)	Finance
JULY 23 – prior to PC meeting <i>Open house</i>	OPEN HOUSE on 7/23 hearing items and COMMUNITY MEETING on the Totem Lake Action EIS	Lieberman-Brill Collins Consultants
JULY 23 – PC Hearing	Hearing on Norkirk, North Rose Hill & Highlands Hearing on Basra, Griffis, Walen & Norkirk CARs PC deliberation and recommendation Capital Facilities Plan: review tables (study session)	Lieberman-Brill L-Brill/Collins Swan
	Notice for Totem Lake Planned Action EIS	Swan
JULY 27 – HCC	Capital Facilities - review tables	Swan
AUG 13 – prior to PC meeting <i>Open house</i>	OPEN HOUSE on 8/13 hearing items	Collins and Swan
AUG 13 – PC Hearing	Hearing on Totem Lake Neighborhood Plans Hearings on Morris, Rairdon, Astronics, Evergreen Healthcare, Totem Commercial Center CARs Hearing on Totem Lake Planned Action EIS Joint Hearing on Capital facilities Plan (unless HCC waives it)	Collins Swan/Collins Swan

	HCC recommendation on CFP tables (unless waived) PC deliberation and recommendation	Swan
AUG 27 or SEPT 10 – PC	Totem Lake deliberation and recommendation Wrap up of Plan	Collins
SEPT 15 – CC	Final briefing on Planning Commission recommendation	All
OCT (first week)	Final EIS issued	
OCT 20 – CC	Council Study session	All
DEC 15 – CC	Hearing on Totem Lake Planned Action EIS Council adoption & Planned Action EIS ordinance	Swan/all
JAN 25 – HCC	Jurisdictional Approval	All
Planning Commission meetings are held at Kirkland City Hall. Meetings usually start at 7pm, but some meetings may start earlier due to number of items on the agenda. See Planning Commission web page for agendas and staff memos at end of day Friday before meeting.	Staff Contact information: Dorian Collins , Senior Planner dcollins@kirklandwa.gov 425-587-3249. Janice Coogan , Senior Planner jcoogan@kirklandwa.gov 425-587-3257 Joan Lieberman-Brill , Senior Planner jlieberman-brill@kirklandwa.gov 425-587-3254 Jeremy McMahan , Planning Supervisor jmcmahan@kirklandwa.gov 425-587-3229 Angela Ruggeri , Senior Planner aruggeri@kirklandwa.gov 425-587-3256 Teresa Swan , Senior Planner, Comp Plan Update Manager tswan@kirklandwa.gov 425-587-3258 Eric Shields , Planning Director/SEPA Official eshields@kirklandwa.gov 425-587-3226 Paul Stewart , Deputy Planning Director 425-587-3227, pstewart@kirklandwa.gov	<ul style="list-style-type: none"> ➤ Finn Hill Plan: 2015-2016 separate process. ➤ Lakeview (JC), Houghton (AR), Market (JC) Plans are recent plans and may not need to be revised except for maps. Staff is working with the neighborhoods to determine if updates are needed.

REVISED HUMAN SERVICES ELEMENT: STRIKE-OUT AND UNDERLINES

◆ RELATIONSHIP TO THE FRAMEWORK GOALS ◆

The ~~Human Services Element~~ highlights the following Framework Goals:

- ~~FG-1 Maintain and enhance Kirkland's unique character.~~
- ✓ **FG-2 Support a strong sense of community.**
- ~~FG-3 Maintain vibrant and stable residential neighborhoods and mixed-use development, with housing for diverse incomes, ages, and lifestyles.~~
- ~~FG-4 Promote a strong and diverse economy.~~
- ~~FG-5 Protect and preserve environmentally sensitive areas and reduce greenhouse gas emissions to ensure a healthy environment.~~
- ~~FG-6 Identify, protect and preserve the City's historic resources, and enhance the identity of those areas and neighborhoods in which they exist.~~
- ~~FG-7 Encourage a sustainable community.~~
- ~~FG-8 Maintain and enhance Kirkland's strong physical, visual, and perceptual linkages to Lake Washington.~~

XII.B. HUMAN SERVICES

- ~~FG-9 Provide safety and accessibility for those who use alternative modes of transportation within and between neighborhoods, public spaces, and business districts and to regional facilities.~~
- ~~FG-10 Create a transportation system which allows the mobility of people and goods by providing a variety of transportation options.~~
- ~~FG-11 Maintain existing park facilities, while seeking opportunities to expand and enhance the current range and quality of facilities.~~
- ~~FG-12 Ensure public safety.~~
- ~~FG-13 Maintain existing adopted levels of service for important public facilities.~~
- ~~FG-14 Plan for a fair share of regional growth, consistent with State and regional goals to minimize low density sprawl and direct growth to urban areas.~~
- ✓ ~~FG-15 Solve regional problems that affect Kirkland through regional coordination and partnerships.~~
- ✓ ~~FG-16 Promote active citizen involvement and outreach education in development decisions and planning for Kirkland's future.~~
- ~~FG-17 Establish development regulations that are fair and predictable.~~

REVISED HUMAN SERVICES ELEMENT – STRIKE-OUTS AND UNDERLINES

XII.B. HUMAN SERVICES**A. INTRODUCTION**

The ~~City of Kirkland Human Services Element~~ seeks to enhance the quality of life for all citizens in the community, regardless of race, nationality, creed, ethnic background, social-economic status, sexual orientation, gender or age. The City recognizes that each person needs to have a sense of belonging, support in their community, and ~~have~~ access to opportunities that fulfill the basic needs of life~~contribute to healthy development~~. The City has made a commitment to providing services and programs to those considered more vulnerable and/or at risk, including youth, seniors, and those with financial need, special needs and disabilities. The Human Services, Senior Services, and Youth Services Programs are all housed within the Parks and Community Services Department.

The challenges now and in the future are how to ~~serve the increasing senior population~~, provide support to teens ~~and their parents~~, how to serve the increasing senior population, and meet the growing basic needs of low- and moderate-income residents. Youth will continue to need support programs and positive leisure activities to help them become competent and responsible members of the community. Forecasts for the future indicate that one in four residents in the Puget Sound area will be over the age of 65 in ~~2035~~2022. To be able to continue residing in the community, many of these residents will need support services along with affordable housing or housing that accommodates seniors as they age, such as assisted living facilities, ~~mother-in-law accessory~~ apartments and smaller one-story homes. Kirkland has experienced an increase in~~As the community's population grows so will~~ the number of low- to moderate-income residents needing food, shelter, clothing, and other support services. ~~Youth will continue to need support programs and positive leisure activities to help them become competent and responsible members of the community.~~

DIVERSITY AND SOCIAL EQUITY

~~In addition, o~~Our community continues to be enriched with people from different countries, ~~and~~ and with diversity in racial and ethnic groups~~backgrounds, socioeconomic status and faith traditions~~. The City and Human service providers~~programs~~ need to be responsive to and inclusive of this diversity~~the variety of cultures and languages~~ that exists now and in the future.

Discrimination based on disabilities is prohibited under Title II of the of the American with Disabilities Act and is also prohibited on the basis of race, color, national origin or sex under Title IV of the Civil Rights Act. Yet discrimination, injustice and denial of equitable access continue in many aspects of our society. The City and human service providers need to take responsibility to see that social equity exists in its policies, programs, and services.

XII.B. HUMAN SERVICES

Diversity and social equity are two important overarching foundations for youth services, senior services and human services.

EXISTING CONDITIONS

Youth Services

The Youth Services Program is ~~part of the City's Community Services Division of the Parks and Community Services Department~~ run by the City's Youth Services Staff with support from the Kirkland Youth Council. The Kirkland Youth Council, ~~established in 1996,~~ is an advisory board to the City Council representing the youth in the community. In addition, the Youth Council provides communication between the City Council, ~~Lake Washington School District,~~ community-based groups, schools, and service organizations. Kirkland Youth Council members represent Kirkland locally, nationally, and internationally at summits and conferences.

The City of Kirkland works in partnership with community agencies to provide information and services to Kirkland youth and families. Because of the many immigrant and refugee families living in Kirkland and attending Kirkland schools, City and school-linked support programs have been established.

~~In 2001, the~~ The Teen Union Building, located on the perimeter of Peter Kirk Park next to the Peter Kirk Community Center ~~Senior Center, was established. It~~ provides a social, educational, recreational and leadership center for youth. The programs at the facility also provide a gateway to volunteer activities and jobs in the community.

Senior Services

The Peter Kirk Community Center provides opportunities for people age 50 and over to have healthy and rewarding lives and to participate in community events. To achieve the goal of promoting wellness of body, mind and spirit, the Center offers a wide variety of fitness, art and lifelong learning classes, in addition to health, legal and financial services, lunches and home meal deliveries.

The Kirkland Senior Council, ~~established in 2002,~~ is an advisory board to the City Council representing residents 50 years and older. The Senior Council prioritizes and works to implement the Senior Council Work Services Strategic Plan and makes recommendations to the City Council.

Human Services

Kirkland has experienced ~~d~~Demographic, economic and social changes, ~~have had an impact in Kirkland.~~ These changes have dramatically increased the need for health and human services. The City's Human Service Policy established a separate program within the Parks and Community Services Department. Human Services Staff is primarily responsible for the planning and administration of the City's human services program. The City's role in human services is as a partner, funder, facilitator, and coordinator, but not a direct provider of human services. The Human Services Advisory Committee, ~~established in 1986,~~ serves as a committee to advise the

REVISED HUMAN SERVICES ELEMENT – STRIKE-OUTS AND UNDERLINES

XII.B. HUMAN SERVICES

City Council on allocation of the City's General Funds and Community Development Block Grant (CDBG) Funds for human services.

RELATIONSHIP TO OTHER ELEMENTS

The Human Services Element is one of the elements that implements the Guiding Principle of supporting a socially sustainable community through health and human services and programs that fulfill the basic needs of all people. The element also implements the Guiding Principle of providing a sense of community through involvement in government, schools, civic events and volunteer activities and by creating a sense of belonging through shared values.~~Framework Goal FG-2 by establishing goals and policies that provide programs to assist those in need and enrichment opportunities to encourage a healthy community. In addition, the Human Services Element supports the Framework Goal FG-12 by supporting the establishment of citizen boards for youth, seniors and human service representatives. The Element addresses basic needs of access to information and services, food, and shelter. It also addresses health and well-being through social and civic engagement. For older people, the element also addresses affordable housing designed to accommodate mobility and safety, economic security and aging readiness through financial literacy and technology.~~

The Human Services Element supports the Housing Element by establishing policies to provide housing assistance ~~to those in need of housing~~ and to encourage construction of housing appropriate for seniors, the disabled and those in need~~the disadvantaged~~. The Human Services Element also establishes policies to allocate City funds to nonprofit organizations providing affordable housing.

The Human Services Element supports the Transportation Element by encouraging better access to services and activities for seniors, ~~and~~ youth, and those in need who often rely on safe and convenient pedestrian connections and public transit ~~to move about the community~~. In addition, the Human Services Element supports the Public Services Element with policies ~~that maintain the quality of life by helping those in need and~~ by coordinating with ~~local~~ social services organizations/agencies to provide assistance to Kirkland residents. Lastly, the policies in the Human Services Element support the Park, Recreation, and Open Space Element with policies that ensure that recreational programs are offered for seniors, youth, non-English speaking, and those in need~~the disadvantaged~~.

B. HUMAN SERVICES CONCEPT

The Human Services Element goals and policies broadly define the City's role in supporting diversity, and social equity, and contributing to the social development of the community. This element supports the provision of services that are utilized by those considered more vulnerable and/or at risk, including youth, seniors, and

City of Kirkland Comprehensive Plan

(May 2009 Revision)

XII.B. HUMAN SERVICES

those in need. This Element represents those services and programs that seek to enhance the quality of life for citizens of the community. The chapter also supports measures to ensure that human service programs and services are available and accessible to all.

C. HUMAN SERVICES GOALS AND POLICIES

Goal HS-1: Support diversity in city government and in the community by encouraging awareness, acknowledgement and sensitivity, and by being inclusive of Kirkland’s entire populace.

Goal HS-2: Foster a city government and a community free of discrimination and committed to justice and social equity.

Goal HS-~~3~~4: Build a community in which families, neighbors, schools, and organizations all work together to help young people ~~to~~ become happyengaged, competent and responsible members of the community.

Goal HS-~~4~~2: Maintain and improve the quality of life for Kirkland residents 50 years and older

Goal HS-~~5~~3: Create a community in which all members have the ability to meet their basic physical, economic and social needs, and the opportunity to enhance their quality of life. ~~Provide funds to nonprofit human service providers to improve the quality of life for low- and moderate-income residents.~~

Goal HS-6: Encourage human service organizations to make their services accessible to all.

REVISED HUMAN SERVICES ELEMENT – STRIKE-OUTS AND UNDERLINES

XII.B. HUMAN SERVICES



Goal HS-1: Support diversity in city government and in the community by encouraging awareness, acknowledgement and sensitivity and by being inclusive of the entire populace

Policy HS 1.1: Engage the diverse populations within Kirkland to create an inclusive community.

The Puget Sound region, east King County and Kirkland are undergoing rapid demographic changes. In order to incorporate the strengths that a diverse populace offers, the City should engage and include residents of all ages, socioeconomic status, racial & ethnic groups and faith traditions, and encourage partnerships among them, the City, businesses, schools, faith groups, civic organizations and human service providers. The City should strive to increase participation in City programs, initiatives and activities among its diverse populations.

Goal HS-2: Foster a city government and a community free of discrimination and committed to justice and social equity.

Policy HS-2.1: Work to achieve a community where everyone is treated with respect and given equitable access to resources.

In Kirkland, further assurances of non-discrimination beyond Title II and Title IV should extend to religion, age, socioeconomic status, marital status, family structure, political affiliation, sexual orientation, gender identity and

XII.B. HUMAN SERVICES

genetic information. Recognizing that public and private institutions should include all people in a respectful manner, the City should offer opportunities for the community to come together to respect differences, embrace diversity, communicate and work to advance more just and inclusive initiatives, programs, activities and strategies that end any discrimination and ensure justice and equitable access for all.

Goal HS-~~3.1~~: *Build a community in which families, neighbors, schools, and organizations all work together to help young people ~~to~~ become happyengaged, competent and responsible members of the community.*

Policy HS-~~3.1.1~~: *Maintain and support the Kirkland Youth Council.*

The Youth Council provides an important link between the youth of Kirkland, the government, school district and the community. ~~The Council's ideas, programs, and professionalism have been recognized as creative, intuitive, and successful in connecting with the youth in the community.~~ Their continued work to support youth initiatives with the Teen Union Building, the Skate Park, other youth facilities, and the City's Boards and Commissions should be supported and encouraged.

Policy HS-~~3.2.1.2~~: *Coordinate with the Kirkland Teen Union Building to provide a safe place for ~~the~~ youth and provide recreational/educational activities and social programming.*

The Teen Union Building provides a safe place for teens to spend their time and to learn, socialize and do recreational activities~~recreate~~. ~~With the support of the Kirkland Youth Council and nonprofit organizations serving East King County youth,~~ The City should continue to support the Teen Union Building, its staff and programs to provide a safe and rewarding environment for the youth in the community.

Policy HS-~~3.3.1.3~~: *Provide connections between Kirkland youth and their community by partnering with the City, school district, and local youth-serving organizations~~agencies~~.*

The City of Kirkland values its partnership with the Lake Washington School District and organizations in helping to connect youth to their community. ~~Seeking out grant opportunities to provide more school and community programs for youth should continue. Through the Youth Council, open lines of communication should continue to be a priority between the school district and the City.~~ The Youth Council should also continue ~~its~~their goal of connecting students to their community with youth summits, Citywide~~citywide~~ events and school activities. The City should continue to seek out grant opportunities to provide more school and community programs for youth.

REVISED HUMAN SERVICES ELEMENT – STRIKE-OUTS AND UNDERLINES

XII.B. HUMAN SERVICES

Policy HS-~~3.41.4~~: Provide access to information and services for Kirkland youth ~~and their families on employment, social services, safety issues and classes for parents of teens.~~

The City should work with the Lake Washington School District and non-profit organizations to provide information on social service programs, enrichment classes, teen employment and issues around safe driving, swimming and biking. The Kirkland Teen Union Building, the Youth Council, City classes and the school district are good vehicles for disseminating the information.

~~Partnerships with nonprofit organizations, the Lake Washington School District and the City are crucial in helping to provide programs for youth and families and should be a priority. The City of Kirkland, in partnership with the Kirkland Teen Union Building, should either provide or find and advertise free or low cost accessible parenting classes and support services for parents of teens and preteens.~~

~~Teens and youth safety is a continual concern. Accidents are the number one killer of teens, with car accidents leading the list and drowning second. Teens do not always take the necessary precautions when driving, boating, swimming and biking. Youth Services should encourage continued education on water, bicycle and seat belt safety, and not using alcohol or drugs when driving a car. This information should be provided through schools, the Teen Union Building, the Fire and Police Departments, and the community.~~

~~Many youth ages 13 to 15 have few summer employment opportunities. The City should continue to explore employment and intern options for teens, partnering with the Kirkland Teen Union Building and the business community. In addition, the City's Youth Services should support and help provide volunteer opportunities for Kirkland youth.~~

~~In addition, many youth do not drive or own vehicles so they depend on public transportation or safe pedestrian and bicycle connections to get to their activities. The City should work with the regional transit provider to see that the convenient and low cost public transportation is provided through the City. A system of safe nonmotorized connections should also be provided from neighborhoods to business centers and public facilities as outlined in the Transportation Element.~~

Policy HS-~~3.51.5~~: Promote healthy lifestyles.

Leisure time activities enrich lives, prevent social isolation and increase a sense of belonging to the community, as well as offer positive choices for how youth spend their time. ~~Obesity issues, lack of exercise, eating disorders, and poor diet are problems that teens face. Many teens spend hours after school watching television, playing video games, and surfing the web.~~ Providing positive recreational activities encourages lifelong learning for teens, provides fitness opportunities, and promotes healthy lifestyles. Through Kirkland's partnership with the Teen Union Building, businesses, and nonprofit organizations, the City should help to provide recreational and leisure time activities for youth.

XII.B. HUMAN SERVICES

Policy HS-~~3.61-6~~: Establish positive relationships between the youth and Kirkland Police.

A goal of the Kirkland Youth Council and the City of Kirkland is to foster a positive ~~improve the~~ relationship between youth and police. ~~One way that this has been accomplished is by development of the Respect Manual, a manual to answer questions, reduce fear and increase understanding between the youth and Kirkland Police.~~ The Kirkland Youth Council and the Police Department should continue to explore other ways in which to build positive relationships with the City and youth in the community.

Policy HS-~~3.71-7~~: Support programs working to lower youth violence, substance abuse, depression, and suicide in the community.

The City's youth services programs, ~~such as Summer Youth Outreach Specialists,~~ help to maintain positive relationships with community youth, referring youth to services and preventing risky behavior ~~by youth, such as drug, alcohol, and tobacco use.~~ Such programs have reduced negative police and youth interactions. Efforts are focused on working with the youth ~~at local parks, beaches and the Teen Union Building~~ after school, on weekends and during the summer when the youth have more free time and thus may get involved with risky behavior.

~~The City's Youth Services should continue to work to support youth access to after school, weekend and summer development programs to help shut down the "prime time juvenile crime" and encourage positive and healthy behavior. This encouragement should help diffuse the harassing behavior found in many of our schools.~~ In addition, the Youth Services programs should also continue supporting Kirkland's school and community ~~drug/alcohol/tobacco and~~ teen depression and suicide programs to help develop healthy and responsible youth.

The Police Department works with the Lake Washington School District to lower the number of youth who are using drugs, alcohol and tobacco through partnerships, such as the School Resource Officers. The City should continue the Police Department's partnership with the school district as funding allows to develop and support the drug, ~~alcohol, and~~ tobacco use prevention programs.

Goal HS-~~42~~: Maintain and improve the quality of life for Kirkland residents 50 years and older.

Policy HS-~~4.12-1~~: Maintain and support the Senior Council.

~~The City is committed to maintaining and improving the quality of life of residents 50 years and older in Kirkland. Recognizing the value and contributions residents 50 years and older bring to our community, t~~The Kirkland Senior Council's mission is to preserve and improve the quality of life for Kirkland residents 50 years and older by identifying their concerns, advocating for their needs and creating programs and services that advance their well-being. The Senior Council offers people the opportunity to directly participate in the advocacy and creation of programs and services that meet their needs. The City should maintain the Senior Council and support its workprograms.

REVISED HUMAN SERVICES ELEMENT – STRIKE-OUTS AND UNDERLINES

XII.B. HUMAN SERVICES

Policy HS-4.22.2: Provide opportunities for residents ~~people~~ 50 years and older to be active, connected, and engaged in the community ~~learning~~.

~~Aging has changed. Many P~~people 50 years and older are ~~much more~~ active ~~now~~ and thus prefer a wider range of recreational programs and services ~~than in the past~~. They enjoy activities older adults desire as part of their life in the community ~~include~~ working, recreation, lifelong learning, and social engagement. Recognizing this, the Peter Kirk Community Center should provide a broad range of activities, classes and services for residents 50 years and older to engage and connect the residents with their community. ~~a resource for information and referral of activities, events and services for those older adults and adult children seeking assistance, and services for their aging parent. Through a joint use agreement with the Teen Union Building, people 50 and older should continue to have the opportunity to take computer classes provided in the Teen Union Building computer lab. The City should also continue to provide information via a comprehensive activity brochure mailed out to residents and the City's web page with links to important services throughout King County.~~

The City has developed ~~engages in~~ partnerships with other community organizations and businesses to increase program opportunities and locations, and provide greater marketing abilities ~~and promote a sense of community relationship~~. These partnerships should continue and increase as the number of people 50 years and older increase.

Policy HS-4.32.3: Provide access to information, resources, services, and programs for older adults.

Older adults, their caregivers and family members often do not know where to turn for help, ~~do not believe it is right to ask for help or feel guilty about taking advantage of~~ for available programs, services, and resources. Many older adults and their adult children lack knowledge about in-home services, assisted living options, and the steps between living in their own homes and moving into retirement, assisted living or nursing homes. Also many older adults need support to increase independence through financial planning and utilization of technology to access information. ~~The Parks and Community Services Department should continue to provide access to resources at the Peter Kirk Community Center. utilize various sources to provide older adults with information about programs and services, including brochures, the City's web page and TV cable station, local media and other organizations' newsletters.~~ The challenges are compounded for the non-English speaking seniors and their families. ~~Many of these older adults are isolated, with little or no contact outside their homes or their children.~~ The Parks and Community Services Department should continue partnerships with agencies to offer programs and services with ~~some~~ bilingual staff, so that non-English speaking older adults have the opportunity to participate in social, recreational, and educational activities, ~~and meals~~. ~~Traditional program components such as outreach, advocacy and greater access to services should also be provided for these non-English speaking older adults.~~

In addition, many older adults do not drive or own vehicles so they depend on public transportation or safe pedestrian and bicycle connections to get them to their activities, shopping and medical appointments. The City should work with the regional transit providers to see that the convenient and low-cost public transportation is provided throughout the City. A system of safe non-motorized connections should also be provided from neighborhoods to business centers and public facilities as outlined in the Transportation Element.

XII.B. HUMAN SERVICES

Policy HS-~~4.42.4~~: *Maintain a safe environment for older adults in the community.*

~~Feeling secure, both about safety of physical access and safety in terms of crime, is important to older adults. Many~~ Older adults have identified the need for safe access to community facilities and services, parks and bike paths, ~~and for visible law enforcement, and~~ emergency responsiveness from both police and emergency medical services. The City should continue an ongoing dialogue to assure older adults that the City is committed to keeping the community safe while also offering a variety of personal safety programs.

The City should encourage partnership programs with various local agencies, such as the Gatekeeper program, to notify specified individuals when seniors fail to pick up their mail or newspapers, or when unattended problems are noticed at the home.

~~The Kirkland Police Department, the Kirkland Teen Union Building and City's Youth Services have been working on a plan to increase security around the Peter Kirk Community Center and the adjoining Teen Union Building and Peter Kirk Park. The City should continue an ongoing dialogue to assure older adults that the City is committed to keeping the Downtown area safe. In addition, the Peter Kirk Community Center should continue to offer a variety of personal safety programs.~~

Policy HS-~~4.52.5~~: **Encourage affordable and appropriately designed older adult housing.**

Affordable and appropriately designed accessible housing are key issues for older adults in terms of what it will take for them to remain in Kirkland as they age. The City should support public and private efforts to create and preserve affordable housing, ~~in Kirkland, particularly housing for older adults, such as, including~~ mother in law accessory apartments, shared housing, small lots, cottages and one-story homes, as outlined in the Housing Element. ~~accessible to the disabled and elderly. Universal design principles that meet the needs of as many users as possible and at many different stages of life should be encouraged.~~ In exploring options for affordable housing for ~~seniors~~ older adults ~~adults~~, the City should utilize the expertise available through ARCH (A Regional Coalition for Housing), the King County Housing Authority, local faith-based organizations with housing programs, nonprofit and for-profit housing developers, and other resources interested in affordable housing for older adults ~~seniors~~. In addition, the City should identify the necessary changes in land use regulations and building codes that will make alternative housing easier to implement. Additional goals, policies and background information that support affordable and senior housing are found in the Housing Element.

Goal HS-~~53~~: *Create a community in which all members have the ability to meet their basic physical, economic and social needs, and the opportunity to enhance their quality of life. Provide funds to nonprofit human service providers to improve the quality of life for low- and moderate-income residents.*

REVISED HUMAN SERVICES ELEMENT – STRIKE-OUTS AND UNDERLINES

XII.B. HUMAN SERVICES

Policy HS-5.13-1: Regularly assess local human service needs, and provide leadership in the development of services to address newly identified needs.

City staff should utilize census data to inform policies that address human service needs. In addition to following demographic change in the community, City staff should keep in close contact with human service organizations regarding the changing needs they are seeing.

Policy HS-5.23-2: Promote community awareness of human service needs, the resources available to meet those needs, and the gaps in services.

All residents would benefit from an education campaign that explains both the range of needs of residents and the resources available to meet those needs. The City should then act as a convener of community stakeholders to discuss and implement effective community responses.

Policy ~~HS-5.3~~HS-3.2: Provide funding for local nonprofit organizations ~~agencies~~ serving the needs of Kirkland residents.

Human services are those efforts targeted directly to individuals and families to meet basic human needs, and can be represented on a continuum of services including intervention, prevention, and enhancement. In order to address these needs, the City of Kirkland has five community goal areas it uses which hold that all community members should have. These goal areas may change or expand as needs change:

- ◆ Food to eat and a roof overhead.
- ◆ Supportive relationships within families, neighborhoods and communities.
- ◆ A safe haven from all forms of violence and abuse.
- ◆ Health care to be physically and mentally fit as possible.
- ◆ Education and job skills to lead an independent life.

To improve the quality of life for low and moderate income residents, the City provides support to local nonprofit organizations who administer services for those in need. The City Council should continue to allocate General Funds and Community Development Block Grant (CDBG) public services funds to support community-based nonprofit agencies that ensure a broad range of adequate support services are available to all residents, especially low- and moderate-income residents. The City should encourage services that respect the diversity and dignity of individuals and families, and foster self-determination and self-sufficiency.

Policy HS-~~5.43.4~~H-3.1: Maintain and support a Human Services Advisory Committee.

The Human Services Advisory Committee reviews ~~provides policy and~~ requests from ~~recommendation on~~ human services providers and makes a ~~recommendations~~ activities to the City Council. In particular, the Committee makes funding recommendations to the City Council on the expenditures of the City's Human

XII.B. HUMAN SERVICES

~~Service Funds.~~ The Committee is a valuable resource for the City Council and should be continued to help the City have strong human service programs.

Policy ~~HS-5.53.5~~HS-3.3: Commit Community Development Block Grant Funds (CDBG) to affordable housing and house repairs for low- and moderate-income residents.

The City engages in ~~seeks to strengthen~~ partnerships between jurisdictions and other government agencies, nonprofit and for-profit organizations to enable those organizations to provide and maintain decent and affordable housing, ~~establish and maintain a suitable living environment, and expand economic opportunities for every resident,~~ particularly those at or below the 80 percent of median income. The City commits CDBG and General Funds to provide affordable housing in East King County through nonprofit agencies, such as ARCH. The City should continue to support these agencies and their effort to provide affordable housing to Eastside residents, particularly low-income.

The City also uses its CDBG capital funds to support King County's program that responds to housing repair needs for low- to moderate-income individuals and families who cannot afford to repair their homes. The City should continue to support this program.

Policy ~~HS-5.6~~HS-3.5: Participate and provide leadership in local and regional human service efforts.

Meeting human service needs requires a regional solution. The City should continue to work with other jurisdictions and community partners ~~within the region~~ to develop a regional planning effort to identify critical human services needs and to seek regional means of meeting those needs. This includes taking a leadership role on local forums and committees. ~~The City should also take a lead in planning for and addressing the needs of the recent growth of immigrants and refugees in the community.~~

Policy HS-5.7: Encourage the development of partnerships among the City, schools, human services providers and others, to address the needs of children and families within the school setting.

The City has supported and facilitated human service organizations providing needed human services within schools. The City should expand these initiatives with the help of additional community partners.

Policy ~~HS-5.8~~HS-3.6: Ensure human service programs are available and accessible.

It is a priority of the City to ensure that programs are accessible to all. To this end, the City should provide programs, and operating and capital funds annually to support social and health needs for those who have special needs, are financially challenged, are homeless, and/or who have limited access based on their language or cultural needs. Where possible~~we can~~, the City should provide language and culturally appropriate programs and scholarships, and accommodations for those with special needs. The City also should collaborate with other jurisdictions and nonprofit entities to assist in meeting the needs for Kirkland residents.

Policy HS-5.9: Prior to adoption, consider impacts to human services of any proposed legislation, including city codes and regulations.

REVISED HUMAN SERVICES ELEMENT – STRIKE-OUTS AND UNDERLINES

XII.B. HUMAN SERVICES

The City should consider both the possible effects of legislation on vulnerable residents as well as create increased opportunities for them.

Policy ~~HS-5.10~~HS-4: Administer community donation programs.

The City offers residents the opportunity to donate funds through programs such as “Kirkland Cares” that assist Kirkland residents through the utility billing process. The City contracts with a local nonprofit organization to allocate these funds to help ~~struggling~~ Kirkland families pay their heating, electric, and water/sewer utility bills, and to provide food, shelter, homelessness prevention, and ongoing support to help families move out of crisis and get back on their feet. The City should continue to administer and promote community donation programs to help those families in need.

Goal HS-6: Encourage human services organizations to make their services accessible to all.

Policy HS-6.1: Encourage services to become accessible to all in the community by removing any barriers, including but not limited to architectural, cultural, language, communication, and location.

In order to ensure that Kirkland is a place where all people have the opportunity to thrive, the City should encourage and support human service providers to ensure that they are making their services available to those living with a full range of capabilities.

Policy HS-6.2: Coordinate with human services organizations to locate facilities near commercial centers where transit and non-motorized facilities exist.

So that older adults, teens, and those in need can easily access services and programs, the City should locate its facilities in or near commercial centers where transit and non-motorized facilities are available. The City should also encourage other organizations to locate their programs and services near commercial centers. Having transit, bicycle and pedestrian routes near support services facilities ensures accessibility for all. Lastly, the City should encourage community shuttles and volunteer transportation programs and other transportation options.

The City should work with regional transit providers to see that safe, convenient and low-cost public transportation is provided through the city. The City should also provide a system of non-motorized connections from residential neighborhoods to commercial centers as outlined in the Transportation Element.

HUMAN SERVICES ELEMENT: CLEAN COPY**A. INTRODUCTION**

The City of Kirkland seeks to enhance the quality of life for all citizens in the community, regardless of race, nationality, creed, ethnic background, social-economic status, sexual orientation, gender or age. The City recognizes that each person needs to have a sense of belonging, support in their community, and access to opportunities that fulfill the basic needs of life. The City has made a commitment to providing services and programs to those considered more vulnerable and/or at risk, including youth, seniors, and those with financial need, special needs and disabilities. The Human Services, Senior Services, and Youth Services Programs are all housed within the Parks and Community Services Department.

The challenges now and in the future are how to provide support to teens, how to serve the increasing senior population, and meet the growing basic needs of low- and moderate-income residents. Youth will continue to need support programs and positive leisure activities to help them become competent and responsible members of the community. Forecasts for the future indicate that one in four residents in the Puget Sound area will be over the age of 65 in 2035. To be able to continue residing in the community, many of these residents will need support services along with affordable housing or housing that accommodates seniors as they age, such as assisted living facilities, accessory apartments and smaller one-story homes. Kirkland has experienced an increase in the number of low- to moderate-income residents needing food, shelter, clothing, and other support services.

DIVERSITY AND SOCIAL EQUITY

Our community continues to be enriched with people from different countries, and with diversity in racial and ethnic groups, socioeconomic status and faith traditions. The City and human service providers need to be responsive to and inclusive of this diversity that exists now and in the future.

Discrimination based on disabilities is prohibited under Title II of the of the American with Disabilities Act and is also prohibited on the basis of race, color, national origin or sex under Title IV of the Civil Rights Act. Yet discrimination, injustice and denial of equitable access continue in many aspects of our society. The City and human service providers need to take responsibility to see that social equity exists in its policies, programs, and services.

Diversity and social equity are two important overarching foundations for youth services, senior services and human services.

EXISTING CONDITIONS**Youth Services**

The Youth Services Program is run by the City's Youth Services Staff with support from the Kirkland Youth Council. The Kirkland Youth Council is an advisory board to the City Council representing the youth in the community. In addition, the Youth Council provides communication between the City Council, community-based

HUMAN SERVICES ELEMENT – CLEAN COPY**XII.B. HUMAN SERVICES**

groups, schools, and service organizations. Kirkland Youth Council members represent Kirkland locally, nationally, and internationally at summits and conferences.

The City of Kirkland works in partnership with community agencies to provide information and services to Kirkland youth and families. Because of the many immigrant and refugee families living in Kirkland and attending Kirkland schools, City and school-linked support programs have been established.

The Teen Union Building, located on the perimeter of Peter Kirk Park next to the Peter Kirk Community Center, provides a social, educational, recreational and leadership center for youth. The programs at the facility also provide a gateway to volunteer activities and jobs in the community.

Senior Services

The Peter Kirk Community Center provides opportunities for people age 50 and over to have healthy and rewarding lives and to participate in community events. To achieve the goal of promoting wellness of body, mind and spirit, the Center offers a wide variety of fitness, art and lifelong learning classes, in addition to health, legal and financial services, lunches and home meal deliveries.

The Kirkland Senior Council is an advisory board to the City Council representing residents 50 years and older. The Senior Council prioritizes and works to implement the Senior Council Work Plan and makes recommendations to the City Council.

Human Services

Kirkland has experienced demographic, economic and social changes. These changes have dramatically increased the need for health and human services. The City's Human Service Policy established a separate program within the Parks and Community Services Department. Human Services Staff is primarily responsible for the planning and administration of the City's human services program. The City's role in human services is as a partner, funder, facilitator, and coordinator, but not a direct provider of human services. The Human Services Advisory Committee serves as a committee to advise the City Council on allocation of the City's General Funds and Community Development Block Grant (CDBG) Funds for human services.

RELATIONSHIP TO OTHER ELEMENTS

The Human Services Element is one of the elements that implements the Guiding Principle of supporting a socially sustainable community through health and human services and programs that fulfill the basic needs of all people. The element also implements the Guiding Principle of providing a sense of community through involvement in government, schools, civic events and volunteer activities and by creating a sense of belonging through shared values. The Element addresses basic needs of access to information and services, food, and shelter. It also addresses health and well-being through social and civic engagement. For older people, the element also addresses affordable housing designed to accommodate mobility and safety, economic security and aging readiness through financial literacy and technology.

HUMAN SERVICES ELEMENT – CLEAN COPY**XII.B. HUMAN SERVICES**

The Human Services Element supports the Housing Element by establishing policies to provide housing assistance and to encourage construction of housing appropriate for seniors, the disabled and those in need. The Human Services Element also establishes policies to allocate City funds to nonprofit organizations providing affordable housing.

The Human Services Element supports the Transportation Element by encouraging better access to services and activities for seniors, youth, and those in need who often rely on safe and convenient pedestrian connections and public transit. In addition, the Human Services Element supports the Public Services Element with policies by coordinating with social services organizations to provide assistance to Kirkland residents. Lastly, the policies in the Human Services Element support the Park, Recreation, and Open Space Element with policies that ensure that recreational programs are offered for seniors, youth, non-English speaking, and those in need.

B. HUMAN SERVICES CONCEPT

The Human Services Element goals and policies broadly define the City's role in supporting diversity, and social equity, and contributing to the social development of the community. This element supports the provision of services that are utilized by those considered more vulnerable and/or at risk, including youth, seniors, and those in need. This Element represents those services and programs that seek to enhance the quality of life for citizens of the community. The chapter also supports measures to ensure that human service programs and services are available and accessible to all.

HUMAN SERVICES ELEMENT – CLEAN COPY

XII.B. HUMAN SERVICES**C. HUMAN SERVICES GOALS
AND POLICIES**

Goal HS-1: Support diversity in city government and in the community by encouraging awareness, acknowledgement and sensitivity, and by being inclusive of Kirkland's entire populace.

Goal HS-2: Foster a city government and a community free of discrimination and committed to justice and social equity.

Goal HS-3: Build a community in which families, neighbors, schools, and organizations all work together to help young people become engaged, competent and responsible members of the community.

Goal HS-4: Maintain and improve the quality of life for Kirkland residents 50 years and older

Goal HS-5: Create a community in which all members have the ability to meet their basic physical, economic and social needs, and the opportunity to enhance their quality of life.

Goal HS-6: Encourage human service organizations to make their services accessible to all.

HUMAN SERVICES ELEMENT – CLEAN COPY

XII.B. HUMAN SERVICES

Goal HS-1: Support diversity in city government and in the community by encouraging awareness, acknowledgement and sensitivity and by being inclusive of the entire populace

Policy HS 1.1: Engage the diverse populations within Kirkland to create an inclusive community.

The Puget Sound region, east King County and Kirkland are undergoing rapid demographic changes. In order to incorporate the strengths that a diverse populace offers, the City should engage and include residents of all ages, socioeconomic status, racial & ethnic groups and faith traditions, and encourage partnerships among them, the City, businesses, schools, faith groups, civic organizations and human service providers. The City should strive to increase participation in City programs, initiatives and activities among its diverse populations.

Goal HS-2: Foster a city government and a community free of discrimination and committed to justice and social equity.

Policy HS-2.1: Work to achieve a community where everyone is treated with respect and given equitable access to resources.

In Kirkland, further assurances of non-discrimination beyond Title II and Title IV should extend to religion, age, socioeconomic status, marital status, family structure, political affiliation, sexual orientation, gender identity and genetic information. Recognizing that public and private institutions should include all people in a respectful manner, the City should offer opportunities for the community to come together to respect differences, embrace diversity, communicate and work to advance more just and inclusive initiatives, programs, activities and strategies that end any discrimination and ensure justice and equitable access for all.

Goal HS-3: Build a community in which families, neighbors, schools, and organizations all work together to help young people become engaged, competent and responsible members of the community.

HUMAN SERVICES ELEMENT – CLEAN COPY

XII.B. HUMAN SERVICES***Policy HS-3.1: Maintain and support the Kirkland Youth Council.***

The Youth Council provides an important link between the youth of Kirkland, the government, school district and the community. Their continued work to support youth initiatives should be supported and encouraged.

Policy HS-3.2: Coordinate with the Kirkland Teen Union Building to provide a safe place for youth and provide recreational/educational activities and social programming.

The Teen Union Building provides a safe place for teens to spend their time and to learn, socialize and do recreational activities. The City should continue to support the Teen Union Building, its staff and programs to provide a safe and rewarding environment for the youth in the community.

Policy HS-3.3: Provide connections between Kirkland youth and their community by partnering with the City, school district, and local youth-serving organizations.

The City of Kirkland values its partnership with the Lake Washington School District and organizations in helping to connect youth to their community. The Youth Council should continue its goal of connecting students to their community with youth summits, citywide events and school activities. The City should continue to seek out grant opportunities to provide more school and community programs for youth.

Policy HS-3.4: Provide access to information and services for Kirkland youth.

The City should work with the Lake Washington School District and non-profit organizations to provide information on social service programs, enrichment classes, teen employment and issues around safe driving, swimming and biking. The Kirkland Teen Union Building, the Youth Council, City classes and the school district are good vehicles for disseminating the information.

Policy HS-3.5: Promote healthy lifestyles.

Leisure time activities enrich lives, prevent social isolation and increase a sense of belonging to the community, as well as offer positive choices for how youth spend their time. Providing positive recreational activities encourages lifelong learning for teens, provides fitness opportunities, and promotes healthy lifestyles. Through Kirkland's partnership with the Teen Union Building, businesses, and nonprofit organizations, the City should help to provide recreational and leisure time activities for youth.

Policy HS-3.6: Establish positive relationships between the youth and Kirkland Police.

A goal of the Kirkland Youth Council and the City of Kirkland is to foster a positive relationship between youth and police. The Kirkland Youth Council and the Police Department should continue to explore other ways in which to build positive relationships with the City and youth in the community.

HUMAN SERVICES ELEMENT – CLEAN COPY

XII.B. HUMAN SERVICES

Policy HS-3.7: Support programs working to lower youth violence, substance abuse, depression, and suicide in the community.

The City's youth services program, help to maintain positive relationships with community youth, referring youth to services and preventing risky behavior, such as drug, alcohol, and tobacco use. Efforts are focused on working with the youth after school, on weekends and during the summer when the youth have more free time and thus may get involved with risky behavior.

In addition, the youth services programs should also continue supporting Kirkland's school and community teen depression and suicide programs to help develop healthy and responsible youth.

The Police Department works with the Lake Washington School District to lower the number of youth who are using drugs, alcohol and tobacco through partnerships, such as the School Resource Officers. The City should continue the Police Department's partnership with the school district as funding allows to develop and support the drug, alcohol, and tobacco use prevention programs.

Goal HS-4: Maintain and improve the quality of life for Kirkland residents 50 years and older.

Policy HS-4.1: Maintain and support the Senior Council.

The Kirkland Senior Council's mission is to preserve and improve the quality of life for Kirkland residents 50 years and older by identifying their concerns, advocating for their needs and creating programs and services that advance their well-being. The Senior Council offers people the opportunity to directly participate in the advocacy and creation of programs and services that meet their needs. The City should maintain the Senior Council and support its work.

Policy HS-4.2: Provide opportunities for residents 50 years and older to be active, connected, and engaged in the community.

Many people 50 years and older are active and thus prefer a wider range of recreational programs and services. They enjoy working, recreation, lifelong learning, and social engagement. Recognizing this, the Peter Kirk Community Center should provide a broad range of activities, classes and services for residents 50 years and older to engage and connect the residents with their community.

The City has developed partnerships with other community organizations and businesses to increase program opportunities and locations, and provide greater marketing abilities. These partnerships should continue and increase as the number of people 50 years and older increase.

HUMAN SERVICES ELEMENT – CLEAN COPY

XII.B. HUMAN SERVICES

Policy HS-4.3: Provide access to information, resources, services, and programs for older adults.

Older adults, their caregivers and family members often do not know where to turn for help for available programs, services, and resources. Many older adults and their adult children lack knowledge about in-home services, assisted living options, and the steps between living in their own homes and moving into retirement, assisted living or nursing homes. Also many older adults need support to increase independence through financial planning and utilization of technology to access information. The Parks and Community Services Department should continue to provide access to resources at the Peter Kirk Community Center. The challenges are compounded for the non-English speaking seniors and their families. The Parks and Community Services Department should continue partnerships with agencies to offer programs and services with bilingual staff so that non-English speaking older adults have the opportunity to participate in social, recreational, and educational activities...

In addition, many older adults do not drive or own vehicles so they depend on public transportation or safe pedestrian and bicycle connections to get them to their activities, shopping and medical appointments. The City should work with the regional transit providers to see that the convenient and low-cost public transportation is provided throughout the City. A system of safe non-motorized connections should also be provided from neighborhoods to business centers and public facilities as outlined in the Transportation Element.

Policy HS-4.4: Maintain a safe environment for older adults in the community.

Older adults have the need for safe access to community facilities and services and for emergency responsiveness from both police and emergency medical services. The City should continue an ongoing dialogue to assure older adults that the City is committed to keeping the community safe while also offering a variety of personal safety programs. The City should encourage partnership programs with various local agencies, such as the Gatekeeper program, to notify specified individuals when seniors fail to pick up their mail or newspapers, or when unattended problems are noticed at the home.

Policy HS-4.5: Encourage affordable and appropriately designed older adult housing.

Affordable and appropriately designed accessible housing are key issues for older adults in terms of what it will take for them to remain in Kirkland as they age. The City should support public and private efforts to create and preserve affordable housing, including accessory apartments, shared housing, small lots, cottages and one-story homes, as outlined in the Housing Element. In exploring options for affordable housing for older adults, the City should utilize the expertise available through ARCH (A Regional Coalition for Housing), the King County Housing Authority, local faith-based organizations with housing programs, nonprofit and for-profit housing developers, and other resources interested in affordable housing for older adults. In addition, the City should identify the necessary changes in land use regulations and building codes that will make alternative housing easier to implement. Additional goals, policies and background information that support affordable and senior housing are found in the Housing Element.

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XII.B. HUMAN SERVICES

Goal HS-5: Create a community in which all members have the ability to meet their basic physical, economic and social needs, and the opportunity to enhance their quality of life.

Policy HS-5.1.: Regularly assess local human service needs, and provide leadership in the development of services to address newly identified needs.

City staff should utilize census data to inform policies that address human service needs. In addition to following demographic change in the community, City staff should keep in close contact with human service organizations regarding the changing needs they are seeing.

Policy HS-5.2: Promote community awareness of human service needs, the resources available to meet those needs, and the gaps in services.

All residents would benefit from an education campaign that explains both the range of needs of residents and the resources available to meet those needs. The City should then act as a convener of community stakeholders to discuss and implement effective community responses.

Policy HS-5.3: Provide funding for local nonprofit organizations serving the needs of Kirkland residents.

Human services are those efforts targeted directly to individuals and families to meet basic human needs, and can be represented on a continuum of services including intervention, prevention, and enhancement. In order to address these needs, the City of Kirkland has five community goal areas it uses which hold that all community members should have. These goal areas may change or expand as needs change:

- ◆ Food to eat and a roof overhead.
- ◆ Supportive relationships within families, neighborhoods and communities.
- ◆ A safe haven from all forms of violence and abuse.
- ◆ Health care to be physically and mentally fit as possible.
- ◆ Education and job skills to lead an independent life.

The City Council should continue to allocate General Funds and Community Development Block Grant (CDBG) public services funds to support community-based nonprofit agencies that ensure a broad range of adequate support services are available to all residents, especially low- and moderate-income residents. The City should encourage services that respect the diversity and dignity of individuals and families, and foster self- determination and self-sufficiency.

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XII.B. HUMAN SERVICES***Policy HS-5.4: Maintain and support a Human Services Advisory Committee.***

The Human Services Advisory Committee reviews funding requests from human services providers and makes recommendations to the City Council. The Committee is a valuable resource for the City Council and should be continued to help the city have strong human service programs.

Policy HS-5.5: Commit Community Development Block Grant Funds (CDBG) to affordable housing and house repairs for low- and moderate-income residents.

The City engages in partnerships between jurisdictions and other government agencies, nonprofit and for-profit organizations to enable those organizations to provide and maintain decent and affordable housing, particularly those at or below the 80 percent of median income. The City commits CDBG and General Funds to provide affordable housing in East King County through nonprofit agencies, such as ARCH. The City should continue to support these agencies and their effort to provide affordable housing to Eastside residents, particularly low-income.

The City also uses its CDBG capital funds to support King County's program that responds to housing repair needs for low- to moderate-income individuals and families who cannot afford to repair their homes. The City should continue to support this program.

Policy HS-5.6: Participate and provide leadership in local and regional human service efforts.

Meeting human service needs requires a regional solution. The City should continue to work with other jurisdictions and community partners to develop a regional planning effort to identify critical human service needs and to seek regional means of meeting those needs. This includes taking a leadership role on local forums and committees.

Policy HS-5.7: Encourage the development of partnerships among the City, schools, human services providers and others, to address the needs of children and families within the school setting.

The City has supported and facilitated human service organizations providing needed human services within schools. The City should expand these initiatives with the help of additional community partners.

Policy HS-5.8: Ensure human service programs are available and accessible.

It is a priority of the City to ensure that programs are accessible to all. To this end, the City should provide programs, and operating and capital funds annually to support social and health needs for those who have special needs, are financially challenged, are homeless, and/or who have limited access based on their language or cultural needs. Where possible, the City should provide language and culturally appropriate programs and scholarships, and accommodations for those with special needs. The City also should collaborate with other jurisdictions and nonprofit entities to assist in meeting the needs for Kirkland residents.

Policy HS-5.9: Prior to adoption, consider impacts to human services of any proposed legislation, including city codes and regulations.

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XII.B. HUMAN SERVICES

The City should consider both the possible effects of legislation on vulnerable residents as well as create increased opportunities for them.

Policy HS-5.10: Administer community donation programs.

The City offers residents the opportunity to donate funds through programs such as “Kirkland Cares” that assist Kirkland residents through the utility billing process. The City contracts with a local nonprofit organization to allocate these funds to help Kirkland families pay their heating, electric, and water/sewer utility bills, and to provide food, shelter, homelessness prevention, and ongoing support to help families move out of crisis and get back on their feet. The City should continue to administer and promote community donation programs to help those in need.

Goal HS-6: Encourage human services organizations to make their services accessible to all.

Policy HS-6.1: Encourage services to become accessible to all in the community by removing any barriers, including but not limited to architectural, cultural, language, communication, and location.

In order to ensure that Kirkland is a place where all people have the opportunity to thrive, the City should encourage and support human service providers to ensure that they are making their services available to those living with a full range of capabilities.

Policy HS-6.2: Coordinate with human services organizations to locate facilities near commercial centers where transit and non-motorized facilities exist.

So that older adults, teens, and those in need can easily access services and programs, the City should locate its facilities in or near commercial centers where transit and non-motorized facilities are available. The City should also encourage other organizations to locate their programs and services near commercial centers. Having transit, bicycle and pedestrian routes near support services facilities ensures accessibility for all. Lastly, the City should encourage community shuttles and volunteer transportation programs and other transportation options.

The City should work with regional transit providers to see that safe, convenient and low-cost public transportation is provided through the city. The City should also provide a system of non-motorized connections from residential neighborhoods to commercial centers as outlined in the Transportation Element.

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XIII. CAPITAL FACILITIES

◆ RELATIONSHIP TO THE FRAMEWORK GOALS ◆

The ~~Capital Facilities Element~~ highlights the following Framework Goals:

- FG-1 ~~Maintain and enhance Kirkland’s unique character.~~
- FG-2 ~~Support a strong sense of community.~~
- ✓ **FG-3 ~~Maintain vibrant and stable residential neighborhoods and mixed-use development, with housing for diverse incomes, ages, and lifestyles.~~**
- ✓ **FG-4 ~~Promote a strong and diverse economy.~~**
- ✓ **FG-5 ~~Protect and preserve environmentally sensitive areas and reduce greenhouse gas emissions to ensure a healthy environment.~~**
- FG-6 ~~Identify, protect and preserve the City’s historic resources, and enhance the identity of those areas and neighborhoods in which they exist.~~
- FG-7 ~~Encourage a sustainable community.~~
- FG-8 ~~Maintain and enhance Kirkland’s strong physical, visual, and perceptual linkages to Lake Washington.~~

Revised Capital Facilities Plan – strike outs and underlines**XIII. CAPITAL FACILITIES**

- ✓ ~~FG-9 Provide safety and accessibility for those who use alternative modes of transportation within and between neighborhoods, public spaces, and business districts and to regional facilities.~~

- ✓ ~~FG-10 Create a transportation system which allows the mobility of people and goods by providing a variety of transportation options.~~

- ✓ ~~FG-11 Maintain existing park facilities, while seeking opportunities to expand and enhance the current range and quality of facilities.~~

- ✓ ~~FG-12 Ensure public safety.~~

- ✓ ~~FG-13 Maintain existing adopted levels of service for important public facilities.~~

- ✓ ~~FG-14 Plan for a fair share of regional growth, consistent with State and regional goals to minimize low density sprawl and direct growth to urban areas.~~

- ✓ ~~FG-15 Solve regional problems that affect Kirkland through regional coordination and partnerships.~~

- FG-16 Promote active citizen involvement and outreach education in development decisions and planning for Kirkland's future.

- FG-17 Establish development regulations that are fair and predictable.

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XIII. CAPITAL FACILITIES

A. INTRODUCTION

Purpose of the Capital Facilities Plan

The Capital Facilities Element is a six-year plan for fully funded capital improvements that supports the City's current and future population and economy. ~~It also includes a list of transportation projects over a 12 year period in time as noted in the combined Tables CF 8 and CF 8A.~~ The principal criteria for identifying needed capital improvements are level of service standards (LOS). The Capital Facilities Element contains level of service standards for each public facility, and requires that new development be served by adequate facilities. The element also contains broad goals and specific policies that guide implementation of adequate public facilities.

The purpose of the Capital Facilities Element is three-fold:

- (1) To establish sound fiscal policies to guide Kirkland in planning for public facilities;
- (2) Identify facilities needed to support growth and development consistent with the policies of the Comprehensive Plan; and
- (3) Establish adopted standards for levels of service.

What is a capital facility or capital improvement project?

Capital improvements include: the construction of new facilities; the expansion, large-scale renovation, or replacement of existing facilities; and the acquisition of land or the purchase of major pieces of equipment, including major replacements funded by the equipment rental fund or those that are associated with newly acquired facilities.

A capital improvement must meet all of the following criteria:

- ◆ It is an expenditure that can be classified as a fixed asset.
- ◆ It has an estimated cost of \$50,000 or more (with the exception of land).

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XIII. CAPITAL FACILITIES

- ◆ It has a useful life span of 10 years or more (with the exception of certain equipment which may have a short life span).

Why plan for capital facilities?

GROWTH MANAGEMENT

Capital facilities plans are required in the Comprehensive Plan in order to:

- ◆ Provide capital facilities for land development that is envisioned or authorized by the Land Use Element of the Comprehensive Plan.
- ◆ Maintain the quality of life for the community by establishing and maintaining level of service standards for capital facilities.
- ◆ Coordinate and provide consistency among the many plans for capital improvements, including other elements of the Comprehensive Plan, master plans and other studies of the local government, plans for capital facilities of State and/or regional significance, plans of other adjacent local governments; and plans of special districts.
- ◆ Ensure the timely provision of adequate facilities as required in the GMA.
- ◆ Document all capital projects and their financing.

The Capital Facilities Element is the element that guides the City in the construction of its physical improvements. By establishing levels of service as the basis for providing capital facilities and for achieving concurrency, the Element determines the quality of improvements in the community. The requirement to fully finance the Capital Facilities Plan ~~(or else-revise the Land Use Plan)~~ provides the basis for financing the vision of the Plan.ensures that the Plan's vision provides a reality check on the vision set forth in the Comprehensive Plan.

GOOD MANAGEMENT

Planning for major capital facilities and their costs enables the City to:

- (a) Identify the need for facilities and funding source ~~the need for revenues~~ to pay for facilities~~them~~;
- (b) Estimate eventual operation and maintenance costs of new capital facilities that impact budgets;
- (c) Take advantage of sources of revenue; ~~(i.e., grants, Public Works Trust Fund, loans, impact fees, real estate excise taxes)~~ that require a Capital Facilities Plan in order to qualify for the revenue; and

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XIII. CAPITAL FACILITIES

- (d) Improve ratings on bond issues when the City borrows money for capital facilities that ~~(thus-reducing~~ interest rates and the cost of borrowing money).

Capital Facilities Element vs. Capital Improvement Program

The Capital Facilities Element contains goals and policies to guide construction of capital improvements to provide new capacity to accommodate growth and ensure that the City's existing infrastructure is maintained. The Capital Facilities Element also contains the Capital Facilities Plan (CFP) that consists of capital projects needed to maintain the adopted level of service standards. The goals and policies in the Capital Facilities Element establish the need for the projects in the Capital Facilities Plan (CFP).

The City's Capital Improvement Program (CIP) addresses construction and acquisition of major capital facilities. Similar to the CFP, the CIP includes projects that provide new capacity to maintain level of service standards. The CIP also includes maintenance, repair, and replacement projects that do not add new capacity but preserve existing infrastructure. The CIP ~~may~~ contains both funded and unfunded projects ~~that are unfunded~~. The Capital Facilities Element, on the other hand, must be balanced – all projects must have an identified funding source.

Capital Facilities Element vs. Neighborhood Plans

Many of the neighborhood plans identify desired pedestrian, bicycle and park improvements that reflect the interests of residents in those neighborhoods. These improvements are a result of the public process in developing the plans. Some of these desired improvements may be completed with land use development while others may be included in projects funded through grants. Some projects may lack funding sources in the foreseeable future. As projects are prioritized for the CFP and CIP, consideration should be given to funding these desired improvements where appropriate and feasible.

Explanation of Levels of Service

Levels of service (LOS) are usually quantifiable measures of the number, size and extent of public facilities that are provided to the community. Levels of service may also measure the quality of some public facilities. The measurement of level of service varies by the type of facility and may be changed if the City chooses to take a different approach to the way that LOS is measured. Examples of measurements are response time for fire and emergency service, and gallons per day to each customer for water and sewer.

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XIII. CAPITAL FACILITIES

Typically, measures of levels of service are expressed as ratios of facility capacity to demand. Table CF-1 lists examples of levels of service measures for some capital facilities:

Table CF-1

Sample Level of Service Measurements

Type of Capital Facility	Sample Level of Service Measure
Fire and EMS	Response time per % of incidents
Parks	Aeres per 1,000 population <u>Dollars per person</u>
Roads and Streets <u>Transportation</u>	Ratio of actual volume to design capacity <u>Completion of network for each of the four transportation modes</u>
Schools	Students per classroom
Sewer	Gallons per customer per day Effluent quality
Surface Water	Manage runoff to maintain water quality, <u>to ensure safety, welfare and convenience</u> and to preserve hydrologic system and fish/wildlife habitat
Water	Gallons per customer per day Water quality

In order to make use of the level of service method, the City selects the way in which it will measure each facility (i.e., acres, gallons, etc.), identifies the desired level of service for each measurement and then compares the current level of each service to the desired level. For example, the desired standard for parks might be five acres per 1,000 population, but the current level of service may be 2.58 acres per 1,000, which is less than the desired standard.

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XIII. CAPITAL FACILITIES

Setting the Standards for Levels of Service

The GMA requires the Capital Facilities Plan to be based on standards for service levels that are measurable and financially feasible. ~~Because the need for capital facilities is largely determined by the levels of service that are adopted, the key to influencing the Capital Facilities Element is to influence the selection of the level of service standards.~~ Level of service standards are measures of the quality of life of the community. The standards should be based on the community's vision of its future and its values. ~~The needs for capital facilities are determined by comparing the inventory of existing facilities to the amount required to achieve and maintain the level of service standard. More details can be found in Appendix A, Level of Service Methodology.~~

Community values and desires change and evolve, and funding levels fluctuate; therefore, adjustments to level of service standards will be required over time. ~~Level of service standards may be modified depending on changing priorities.~~ The challenge is to balance the need for reliability on timely completion of improvements (i.e., development should be able to count on the timely provision of improvements) with being responsive to changing conditions. ~~While~~ In addition to the level of service standards ~~are measurements of the performance of facilities, other goals and policies as well as~~ the Vision Statement, Guiding Principles and other goals and policies in the Plan should also be considered when making decisions on capital improvement projects and facilities.

What is concurrency?

The concurrency requirement in the Growth Management Act mandates that capital facilities be coordinated with new development or redevelopment. Kirkland's concurrency ordinance fulfills this requirement. The City has determined that roads, water and sewer facilities must be available concurrent with new development or redevelopment. This means that adequate capital facilities must have to be finished and in place before, at the time, or within a reasonable time period ~~(depending on the type of capital facility needed)~~ following the impacts of development. For water and sewer, a adequate capital facilities are those facilities which have the capacity to serve the development without decreasing the adopted levels of service for the community below accepted standards. For roads, adequate capital facilities is completion of a portion of the transportation network for each modes at a given time.

For water and sewer, Concurrency is determined by comparing the available capacity of road, water and sewer facilities to the capacity to be used by new development. Capacity is determined by the City's adopted LOS standards. If the available capacity is equal to or greater than the capacity to be used by new development, then concurrency is met. If the available capacity is less than the capacity to be used by new development, then concurrency is not met. For roads, concurrency measure the balance between new growth and construction of the transportation network for each mode over the course of a 20-year period. Time is the basis for evaluating the level of completion. ~~Policies CF-4.35.3 and Policy CF-5.26.2~~ below addresses what options are available to the developer and/or by the City if concurrency is not met.

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XIII. CAPITAL FACILITIES

Meeting concurrency requires a balancing of public and private expenditures. Private costs are generally limited to the services directly related to a particular development. The City is responsible for maintaining adequate system capacity that will meet adopted LOS standards.

Relationship to Other Elements

The Capital Facilities Plan ensures that the public facilities needed to support many of the goals and policies in the other elements are programmed for construction. Level of service standards for capital facilities are derived from the growth projections contained within the Land Use Element. The Land Use Element also calls for phasing increases in residential and commercial densities to correspond with the availability of public facilities necessary to support new growth. The Capital Facilities Element also ensures that the residential development identified in the Housing Element is supported by adequate improvements ~~(such as sewer, surface water, etc.)~~.

~~All of the funded projects on the 20352022 Transportation Project List in Table T-5 are reflected in the Capital Facilities Element.~~

The Capital Facilities Element is also supported by the Transportation, Environment, Utilities, Public Services and Parks, Recreation and Open Space Elements. Each of these supporting elements provide the policy direction for ~~and the Capital Facilities Element incorporates~~ the level of service standards, project lists and funding plan to pay for and construct the physical improvements identified in this chapter.

Revised Capital Facilities Plan – strike outs and underlines**XIII. CAPITAL FACILITIES****B. CAPITAL FACILITIES
GOALS AND POLICIES**

Goal CF-1: Contribute to the quality of life in Kirkland through the planned provision of public capital facilities and utilities

Goal CF-2: Implement sustainable development principles with the design and construction of public facilities.

Goal CF-~~32~~: Provide a variety of responses to the demands of growth on capital facilities and utilities.

Goal CF-~~43~~: Identify level of service standards that ensure adequate public facilities to serve existing and future development.

Goal CF-~~54~~: Ensure that water, sewer, and transportation facilities necessary to support new development are available and adequate, and concurrent with new development, based on the City's adopted level of service standards.

Goal CF-~~65~~: Provide needed public facilities that are within the ability of the City to fund or within the City's authority to require others to provide.

Goal CF-~~767~~: Ensure that the Capital Facilities Element is consistent with other cCity, local, regional, and Sstate adopted plans.

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XIII. CAPITAL FACILITIES

CAPITAL FACILITIES FOR QUALITY OF LIFE

One of the basic premises of this Element is that the provision of public facilities contributes to our quality of life. Fire stations, roads, bicycle and pedestrian systems, parks, and other facilities are a physical reflection of community values. The challenge is in keeping up with the demands for new or enhanced facilities as growth occurs or as needs change.

Goal CF-1: Contribute to the quality of life in Kirkland through the planned provision of public capital facilities and utilities.

Policy CF-1.1:

Determine needed capital facilities and utilities based on adopted level of service and forecasts of growth in accordance with the Land Use Element.

Levels of service are measurements of the quantity and quality of public facilities provided to the community. By comparing the inventory of existing facilities to the amount required to achieve and maintain the level of service standard, the needs for capital facilities can be determined.

Policy CF-1.2:

Design public facilities to be sensitive in scale and design with surrounding uses, and to incorporate common design elements which enhance a sense of community and neighborhood identity.

As the Vision Statement and Guiding Principles Framework Goals describe, a high priority for Kirkland residents is maintaining and enhancing Kirkland's strong sense of community and neighborhood identity. To achieve this, it is important that public facilities are compatible in building height, bulk, and materials with adjacent uses.

Policy CF-1.3:

Encourage public amenities and facilities which serve as catalysts for beneficial development.

One of the Guiding Principles Framework Goal 4 strives to promote a sustainable and resilient healthy economy. Certain public facilities, such as parks, utility lines, bicycle lanes, pedestrian walkways, and roads, add to the economic viability of surrounding private development. By providing these improvements, the City creates an environment which attracts desirable economic activities and supports the business community.

Policy CF-1.4:

Protect public health and environmental quality through the appropriate design and construction installation of public facilities and through responsible maintenance and operating procedures.

Revised Capital Facilities Plan – strike outs and underlines

XIII. CAPITAL FACILITIES

As the Vision Statement and Guiding Principles Framework Goal 5 describe, another high priority for Kirkland residents is protecting the environment. By designing, installing, and maintaining public facilities that are protective of the natural and built environment, the City can take leadership in preserving the natural systems and featur~~sensitive areas and maintaining the urban tree and vegetation canopy~~ in Kirkland.

Goal CF-2: Implement sustainable development principles with the design and construction of public facilities.

Policy CF-2.11.5:

Promote conservation of energy, water, and other natural resources and reduce waste in the location, ~~and~~ design of public facilities and utilities using a variety of techniques, including low impact development and sustainable development practices.

Through the location, ~~and~~ design and operation of public facilities and utilities, the City can conserve energy, water, and other natural resources, ~~and~~ minimize impacts to the natural and built environment and reduce waste. The City can be cost-effective with its public facilities by establishing conservation programs in City buildings for energy consumption, materials equipment usage, and constructing buildings based on sustainable development practices. The practices include integrated building and site design, reduced impervious surface, reused waste water for irrigation, alternative sidewalk design, and landscaping used to reduce heat emissions and filter surface runoff. Other measures can be taken, such as increasing energy efficiency in street lights and signals, incorporating sustainable measures into roads, sewer and stormwater projects, and maintaining facilities. See the Built Environment section in the Environment Chapter for additional goals and policies on sustainable practices for public facilities. One example is preserving natural drainage systems rather than relying on piped storm systems. Another example is locating facilities convenient to the population served.

Policy CF-2.2:

Use life cycle cost analysis to determine the most cost-effective facility design and construction strategies over the life time of a public facility.

Life Cycle Cost Analysis (LCCA) is a process of evaluating the economic cost of a facility over its lifetime. LCCA balances the initial monetary investment with the long term cost of owning, operating, and maintaining a facility. LCCA analysis looks at the trade-offs between low initial costs and long-term cost savings, determines the most cost-efficient facility design and construction strategies, and calculates how long it will take for a specific design to pay back its incremental cost. The cumulative cost of operating and maintaining facilities is considered in the LCCA analysis. Over the long run, LCCA analysis would reduce total cost of facility ownership resulting in a cost savings to the City.

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XIII. CAPITAL FACILITIES

RESPONSES TO GROWTH

The Growth Management Act requires that the City ~~both~~ accommodate its fair share of the forecasted regional growth and, at the same time, provide and maintain acceptable level of service standards that are financially feasible. The Act also requires that the City ~~to~~ ensures that the public facilities and services necessary to support development are available for occupancy and use without decreasing the adopted level of service standards.

Goal CF-~~32~~: *Provide a variety of responses to the demands of growth on capital facilities and utilities.*

Policy CF-~~3.12.1~~:

Concentrate land use patterns to encourage efficient use of transportation, water, sewer and surface water management facilities and solid waste, police, and fire protection services in order to reduce the need to expand facilities and services.

Land use patterns, including density, location, and type, and mix of uses, affect the demands on all public facilities and the levels of service provided to each neighborhood. One example is encouraging new development or redevelopment where public facilities already exist which may alleviate the need for constructing new facilities.

Note: Policy CF 2.2 is integrated into Policy 2.1 under new Goal CF-2.

Policy CF-~~2.2~~:

~~Make efficient and cost effective use of existing public facilities using a variety of techniques, including low impact development techniques and sustainable building practices.~~

~~The City can be cost effective with its public facilities by establishing conservation programs in City buildings for energy consumption, materials, and equipment usage, and constructing buildings based on sustainable principles. Reducing demand is a cost-effective use of facilities by controlling the extent and nature of the public's demand on City services. Improved scheduling can also add to the efficient and cost-effective use of facilities. Low impact development techniques and sustainable building practices also offer efficient and cost-effective use of public facilities while providing environmental benefits. The practices include integrated building and site design, reduced impervious surface, reused waste water for irrigation, alternative sidewalk design, and landscaping used to reduce heat emissions and filter surface runoff.~~

Revised Capital Facilities Plan – strike outs and underlines

XIII. CAPITAL FACILITIES

~~The City should take a leadership role in the community by using and promoting these sustainable development practices. In addition, the City should maintain existing public facilities to protect the community's investment in these facilities.~~

Policy CF-~~3.22.3~~:

Provide additional public facility capacity consistent with available funding when existing facilities are used to their maximum level of efficiency.

Before additional facilities are built, existing facilities should be used to the maximum extent possible by efficient scheduling and demand management. When increased capacity is warranted, costly retrofits should be avoided by incorporating all improvements up front. For example, the addition of bike lanes and pedestrian walkways identified in the City's Transportation Master Plan and Active Transportation ~~Nonmotorized~~ Plan should be included when streets are widened, or newly constructed.

Policy CF-~~3.32.4~~:

If all other responses to growth fail, then restrict the amount and/or location of new development in order to preserve the level of service of public facilities and utilities.

The Growth Management Act provides that funding and LOS standards can be adjusted to accommodate new development or redevelopment and still meet the concurrency test (see discussion in the Introduction, "What is concurrency?;" in this Element). However, if these adjustments are unacceptable, then the amount, location, or phasing of new development should be restricted.

LEVEL OF SERVICE STANDARDS AND CONCURRENT PROVISION OF ADEQUATE PUBLIC FACILITIES

Level of service standards are the benchmark the City uses to determine the adequacy of public facilities to serve existing and new development. The City may choose the level of service standards it desires, but they must be achievable with existing facilities plus any additional capital improvement projects identified in the Comprehensive Plan.

Goal CF-~~43~~: Identify level of service standards that ensure adequate public facilities to serve existing and future development.

The Capital Facilities Plan includes project lists and a financing plan ~~Improvements Schedule and Financing Plan~~ to assure that adequate public facilities can be provided concurrent with their demands. The City must ensure that the improvements are made in a timely manner so as to not jeopardize concurrency requirements. One of the basic goals of GMA is to ensure that growth does not outpace the demand for public facilities. In that sense, the community is assured that its infrastructure needs are met when development occurs.

Revised Capital Facilities Plan – strike outs and underlines

XIII. CAPITAL FACILITIES

SEWER AND WATER FACILITIES

Water and sewer facilities are essential to public health. Therefore, they must be available and adequate upon first use of development. The Growth Management Act permits up to six years to achieve standards for transportation facilities after new development is completed.

Policy CF-~~4.13.1~~:

Use the following level of service standards for determining the need for public sewer and water facilities:

Table CF ~~1-2~~
Sewer and Water Level of Service

Facility	Standard
Water distribution for residential use:	103 gallons per day per son/day/capita
Water storage distribution for all other uses (irrigation, business and fire suppression):	249 gallons per day per person /day/capita (includes 1.5 million gallons for fire storage)
Sanitary sewer collection	100 gallons per day per person/day/capita

Sewer and water facilities are essential to the protection and enhancement of public health and thus are tied directly to concurrency requirements. While the City does not provide the source for water, nor the treatment for sewer, level of service standards are used to determine the capacity of facilities to accommodate growth at the local and regional levels.

TRANSPORTATION FACILITIES (INCLUDING TRANSIT)

Policy CF-~~4.23.2~~: Transportation Level of Service

Use the following level of service standards for determining the need for transportation facilities, including auto, bicycle and pedestrian improvements, and transit service:

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XIII. CAPITAL FACILITIES

Table CF-2
Transportation Level of Service

<u>Level of Completion Area</u>	<u>What is to be completed with the 20 year plan</u>
<u>Maintain: Pavement condition</u>	<u>All collector and arterial streets have new surface.</u>
<u>Walk: School Walk Routes</u>	<u>Sidewalk on one side of school walk routes on collector and arterial streets.</u>
<u>Walk: 10 minute neighborhoods</u>	<u>Sidewalk on one side of collector and arterial streets in highest scoring 10 minute neighborhood routes.</u>
<u>Walk: Crosswalks</u>	<u>Upgrade 85 crosswalks on arterials that have limited improvements and 71 crosswalks with poor lighting.</u>
<u>Bike: On-street bike lanes</u>	<u>Improve the bike system to better than 5' wide unbuffered lanes.</u>
<u>Bike: Greenway network</u>	<u>Complete the greenway network¹</u>
<u>Transit: Passenger environment</u>	<u>Improve lighting, shelters, etc. at 30 highest ridership locations.</u>
<u>Transit: Speed and reliability</u>	<u>Transit signal priority at 45 intersections² on high priority transit routes.</u>
<u>Auto: Intelligent Transportation System (ITS)</u>	<u>Improvements to ITS system³ including connecting signals, parking technology, advance control methods, and improved traveler information.</u>
<u>Auto: Capacity projects</u>	<u>NE 132nd Street: intersection and street projects</u> <u>100th Avenue: design and construction</u> <u>Interchange design/development</u> <u>Juanita Drive: auto improvements</u>

Level of service standards for each mode in Table CF-2 primarily address completeness of various aspects of the transportation network, in order to complement the concurrency system and to directly measure standard for which the City has control. Therefore, the City uses the term “level of completion” in place of “level of service” when referring to the actual measure. The Growth Management Act requires that the City to use the term “level of service” for the overall approach. The level of completion choices made for each mode are aligned with the proposed 20--year network project list as shown in the table below. Time is the basis for evaluating the level of completion. Level of completion measures the rate of project completion over the course of the 20- year period. See Transportation Element for more on Level of Service standards.

Utilize the following vehicular peak hour standards for the transportation subareas of the City:

Table CF-3
Maximum Allowed Subarea Average V/C Ratio for System Intersections and Maximum Allowable V/C Ratio for Individual System Intersections

<i>Use as Maximum Allowed Average V/C after January 1st</i> →	2004	2005	2006	2007	2008
Forecast for Year →	2009	2010	2011	2012	2013

¹ Excludes two bridges over I-405

² Placeholder improvements pending completion of transit plan

³ Improvements beyond work currently funded

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XIII. CAPITAL FACILITIES

Subarea	Average V/C Ratio				
Southwest	0.89	0.89	0.89	0.90	0.90
Northwest	0.88	0.89	0.89	0.90	0.91
Northeast	0.86	0.87	0.87	0.88	0.89
East	1.04	1.04	1.04	1.05	1.05
Maximum Allowable V/C ratio for Individual System Intersections	1.40	1.40	1.40	1.40	1.40

~~* See Transportation Element for definition of V/C ratio and further explanation of the vehicular Level of Service Standard.~~

~~Table CF-4
2003 and Forecasted Subarea Average LOS for System Intersections~~

Subarea Average V/C Ratio			
Subarea	2003 Traffic Count	2009	2022
Southwest	0.77	0.89	0.92
Northwest	0.83	0.88	1.05
Northeast	0.76	0.86	0.99
East	0.94	1.04	1.08

~~* 2009 includes 2003 existing traffic plus projects approved but not yet built.~~

Transit

~~Policy CF-3.3:~~

~~Strive to achieve a 65 percent SOV and a 35 percent non-SOV level of work trips by 2022.~~

~~The mode split goal is intended to measure how successful we are in providing travel options or reducing demand for single-occupant vehicles. The targets have been incorporated into the City's traffic model in order to determine vehicular level of service. Please refer to the Transportation Element and Introduction, Setting the Standards for Levels of Service, in this Element for further discussion.~~

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XIII. CAPITAL FACILITIES

OTHER PUBLIC FACILITIES

The “concurrency” requirement does not apply to the facilities listed in Table ~~CF-3~~CF-5. New development will not be denied based on the standard found in Table ~~CF-3~~CF-5. However, mitigation, impact fees, or other developer contributions may be required to meet the standards for the public facilities found in Table ~~CF-3~~CF-5 for level of service.

Policy CF-~~4.33.4~~:

Use the following level of service standards to determine the need for public facilities:

Table ~~CF-3~~CF-5
Six-Year Public
Facilities Level of
Service for Surface
Water Management,
Fire and EMS, and
Park

Facility	Standard
Surface water management	<u>Conveyance, flow control, and water quality treatment per the Stormwater Management Manual for Western Washington or equivalent to prevent flooding, and protect water quality, and habitat in streams and lakes</u> Convey, detain and treat stormwater runoff to maintain water quality and preserve hydrologic system and fish/wildlife
Fire and EMS	Response times: <ul style="list-style-type: none"> Emergency medical: 5 minutes to 90% of all incidents Nonemergency medical: 10 minutes to 90% of all incidents Fire suppression: 5.5 minutes to 90% of all

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XIII. CAPITAL FACILITIES

	incidents
Park	\$ _____ per person
Neighborhood parks	(see note below)
	2.1 acres/1,000 persons
Community parks	2.1 acres/1,000 persons
Nature parks	5.7 acres/1,000 persons
Indoor (nonathletic) recreation space	700 sq. ft./1,000 persons
Indoor (athletic) recreation space	500 sq. ft./1,000 persons
Bicycle facilities	46.2 miles —
Pedestrian facilities	118 miles —
Completion of bicycle network by 2022	64% —
Completion of pedestrian network by 2022	72% —

Note: Park Level of Service - Dollar amount spent per person will be determined based on Park Impact Rate study prepared in summer-fall 2015 with final number standard by City Council in December 2015.

Although the above level of service standards are not tied directly to concurrency requirements, they are important to the City's functioning and the City should strive to meet or exceed them. The LOS standards identified here are one factor to consider when making decisions on these types of capital projects. Other factors which should be considered are community goals and values, system connections, such as (trails, sidewalks, and pathways), and location and proximity to population served.

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XIII. CAPITAL FACILITIES

Policy CF-~~4.43.5~~:

Provide, or arrange for others to provide, the capital improvements listed in this Capital Facilities Plan needed to achieve and maintain standards adopted in this Plan.

While the City is responsible for its Capital Improvement Program, in many cases, capital facilities are provided by others – such as the State, developers, or special districts. The City should coordinate the provision of these facilities in order to ensure that the levels of service identified in the plan can be achieved.

CONCURRENCY

Goal CF-~~54~~: Ensure that water, sewer, and transportation facilities necessary to support new development are available and adequate concurrent with new development, based on the City's adopted level of service standards.

Policy CF-~~5.14.1~~:

Monitor the levels of service for water, sewer and transportation facilities and ensure that new development does not cause levels of service to decline below the adopted standards.

The City should evaluate the capacity needs of new development against existing or planned capacity to ensure that the adopted levels of service are maintained for water, sewer, and transportation.

Policy CF-~~5.24.2~~:

Ensure levels of service for water and sewer are adequate no later than occupancy and use of new development.

Water and sewer facilities are essential to public health, therefore they must be available and adequate upon first use of development.

Policy CF-~~5.34.3~~:

Ensure levels of service for road facilities are met no later than six years after occupancy and use of new development.

The Growth Management Act allows up to six years to achieve standards for transportation facilities because they do not threaten public health, ~~and because they~~ are very expensive, and are built in large “increments.” ~~(i.e., a section of road serves many users).~~

Concurrency is a benchmark for determining the extent to which new development must address the impacts that it creates on selected facilities: water, sewer and roads. If concurrency is not met, several options ~~(or a combination thereof)~~ are available to meet concurrency:

Revised Capital Facilities Plan – strike outs and underlines

XIII. CAPITAL FACILITIES

- (a) Improve the public facilities to maintain the levels of service; or
- (b) Revise the proposed development to reduce impacts to maintain satisfactory levels of service; or
- (c) Phase the development to coincide with the availability of increased water, sewer, and transportation facilities.

FUNDING AND FINANCIAL FEASIBILITY

Financial feasibility is required for capital improvements by the Growth Management Act. Estimates for funding should be conservative and realistic based on the City’s historical track record. Financial commitments should be bankable or bondable. Voter-approved revenue, such as bonds, may be used, but adjustments must be made if the revenue is not approved. Adjustments can include substituting a different source of revenue, reducing the level of service, and/or reducing the demand for public facilities.

In addition, facilities should not be built if the provider cannot afford to operate and maintain them or to arrange for another entity to operate and maintain the facilities.

Goal CF-~~65~~: *Provide needed public facilities that are within the ability of the City to fund or within the City’s authority to require others to provide.*

Policy CF-6.15.1:

Base the Capital Facilities Plan on conservative estimates of current local revenues and external revenues that are reasonably anticipated to be received by the City.

Financial feasibility is required for capital improvements, and “financial commitments” are required for transportation improvements. Estimates for funding should be conservative and realistic based on the City’s historical track record. The forecasts need not be the most pessimistic estimate, but should not exceed the most likely estimate. “Financial commitments” should be bankable or bondable.

Policy CF-6.25.2:

Consider adjustments to the adopted levels of service, land use plan and/or revenue sources if funding is not available to finance capacity projects for capital facilities and utilities.

If projected funding is inadequate to finance needed capital facilities and utilities based on adopted level of service standards and forecasted growth, the City should make adjustments to one or more of the following areas: level of service, Land Use Element, sources of revenue and/or timing of projects.

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XIII. CAPITAL FACILITIES

If new development would cause levels of service to decline, the City may allow future development to use existing facilities (thus reducing levels of service), or reduce future development (in order to preserve levels of service), or increase revenue (in order to purchase facility level of service to match future development). Naturally, the City can use a combination of these three strategies.

Policy CF-~~6.35.3~~

Use a variety of funding sources to finance facilities in the Capital Facilities Plan.

The City's first choice for financing future capital improvements is to continue using existing sources of revenue that are already available and being used for capital facilities. These sources may include ~~the following:~~ gas tax, business licenses~~sales tax~~, utility connection charges, utility rates, roads and park levies, reserves, general funds, real estate exercise tax, interest income, debt, impact fee for roads and parks, grants and infrastructure financing programs.

If these sources are inadequate, the City will need to explore the feasibility of additional revenues.

The second quarter percent real estate tax is limited by state law to capital improvements for streets, roads, highways, sidewalks, street and road lighting systems, traffic signals, bridges, domestic water systems, sanitary sewer systems, and parks and recreational facilities, but not land acquisition for parks or recreational facilities. Local ordinance requires that the second quarter percent real estate tax must be used to fund transportation projects.

Impact fees are subject to a number of limitations in State law:

- ◆ Impact fees are authorized only for roads, parks, fire protection, and schools.
- ◆ There must be a balance between impact fees and other sources of public funds; the City cannot rely solely on impact fees.
- ◆ Impact fees can only be imposed for system improvements which:
 - (a) Reasonably relate to the new development;
 - (b) Do not exceed a proportionate share of the costs related to the new development;
 - (c) Are used to reasonably benefit the new development; and
 - (d) Are not for existing deficiencies.
- ◆ Impact fee rates must be adjusted to reflect the payment of other taxes, fees, and charges by the development that are used for the same system improvements as the impact fee.
- ◆ Impact fees may serve in lieu of some of the facilities required to be provided by developers.

Revised Capital Facilities Plan – strike outs and underlines

XIII. CAPITAL FACILITIES

Impact fees for roads have replaced, in most cases, mitigation fees and concomitant agreements collected under the State Environmental Policy Act (SEPA) to create a more simplified and predictable system.

Policy CF-6.45.4:

Utilize the surface water utility to fund projects needed to meet established level of service standards.

One method for financing surface water management is a utility-based service charge. Municipal surface water utilities are established under Chapter 35.67 RCW and are funded through a monthly service charge. Rates are based on a charge per equivalent residential unit or on impervious area for commercial and industrial properties.

Policy CF-6.55.5:

Match revenue sources to capital projects on the basis of sound fiscal policies.

Sound fiscal policies include (a) cost effectiveness, (b) prudent asset and liability management, (c) limits to the length of financing to the useful life of the project, (d) efficient use of the City's borrowing capacity, and (e) maximize use of grants and other nonlocal revenues.

Policy CF-6.65.6:

Arrange for alternative financial commitments in the event that revenues needed for concurrency are not received from other sources.

The concurrency facilities (water, sewer, and transportation) must be built, or else desirable development that is allowed in the Comprehensive Plan may be denied. If the City's other financing plans for these facilities do not succeed, the City must provide a financial safety net for these facilities. One source of funding that is available at the discretion of the City Council is councilmanic bonds or revenue bonds (for utilities). The only disadvantage of these bonds is that their repayment is from existing revenues (that are currently used for other purposes which will be underfunded by the diversion to repayment of councilmanic bonds).

Policy CF-6.75.7:

Revise the financing plan in the event that revenue sources that require voter approval in a referendum are not approved.

The financing plan can use revenues that are subject to voter approval, such as bonds, but the plan must be adjusted if the revenue is not approved. Adjustments can include substituting a different source of revenue, reducing the level of service, and/or reducing the demand for public facilities.

Policy CF-6.85.8:

Ensure that the ongoing operating and maintenance costs of a capital facility are financially feasible prior to constructing the facility.

Facilities should not be built if the provider cannot afford to operate and maintain them.

Revised Capital Facilities Plan – strike outs and underlines

XIII. CAPITAL FACILITIES

Policy CF-~~6.95.9~~:

Ensure that new development pays a proportionate share of the cost of new facilities needed to serve such development, including transportation facilities, parks, or the extension of water and sewer lines as needed to serve the development proposal.

New development should contribute its proportionate share of the cost of facilities needed by the development. The contribution may be in the form of installing the improvements (i.e., extension of utility lines), a contractual agreement to contribute towards the installation of the facilities upon determination of need by the City, or in cash.

Policy CF-~~6.105.10~~:

Where appropriate, the City may use local improvement districts or latecomer fees to facilitate the installation of public facilities needed to service new development.

Some new development may be able to fulfill its obligation by creating a special district. Others may be required to build ~~(or pay for)~~ entire facilities, such as ~~(i.e., a new road)~~ to serve their development, but they may recoup some of the cost from other subsequent development through (“latecomers”) agreements that use the excess capacity created by the new public facility.

CONSISTENCY WITH OTHER PLANS

Many of Kirkland’s public facilities and utilities are integrally connected with other local and regional systems, such as water, sewer, surface water management, and fire and emergency management. In addition, parts of Kirkland receive water and sewer service from separate utility districts.

The Growth Management Act requires close coordination among local, regional, and State plans and programs. This requirement assumes that each jurisdiction is part of a larger whole and that the actions of one affect and are affected by the actions of other jurisdictions.

Policy CF-6.11:

Where appropriate, the City may use infrastructure financing programs to fund capital improvements in areas designated for growth.

When partnering with King County on regional Transfer Development Rights (TDR) efforts, the City may require King County to provide funding for capital projects in neighborhoods accepting increased development capacity through TDR, such as transportation and park improvements.

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XIII. CAPITAL FACILITIES

Goal ~~CF-76~~: Ensure that the Capital Facilities Element is consistent with other City, local, regional, and State adopted plans.

The following documents have been reviewed and taken into consideration during the development of the Capital Facilities Element. These are considered to be “functional or management plans.” They are intended to be more detailed, often noting technical specifications and standards. They are designed to be an implementation tool rather than a policy-guiding document.

**Table ~~CF-4~~~~CF-6~~
Functional and Management Plans**

City of Kirkland Fire Protection Master Plan
City of Kirkland Comprehensive Water Plan
City of Kirkland Comprehensive Sewer Plan
City of Kirkland 2011-2016 -Capital Improvement Programs
<u>City of Kirkland</u> Surface Water Master Plan
<u>City of Kirkland Transportation Master Plan</u>
<u>City of Kirkland</u> Active Transportation Plan
<u>City of Kirkland</u> Commute Trip Reduction Basic Plan
<u>City of Kirkland</u> Natural Resource Management Plan
<u>City of Kirkland Urban Forestry Strategic Management Plan</u>
<u>City of Kirkland</u> Parks, Recreation and Open Space Plan
<u>City of Kirkland</u> Downtown Strategic Plan
<u>City of Kirkland</u> Housing Strategy Plan
<u>City of Kirkland Climate Protection Action Plan</u>
<u>City of Kirkland Shoreline Master Program</u>

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XIII. CAPITAL FACILITIES

King County Solid Waste Division Comprehensive Solid Waste Management Plan
Northshore Utility District Comprehensive Water Plan
Northshore Utility District Sewer and Water Plan
<u>Woodinville Water District Plan</u>
Lake Washington School District Capital Facilities Plan
Shoreline Restoration Plan

Policy CF-7.16.1:

In the event of any inconsistency between the City's Comprehensive Plan and a functional or management plan, the Comprehensive Plan will take precedence.

As required under the Growth Management Act, the Comprehensive Plan is the overall plan to which all other functional plans must be consistent. Table ~~C-4C-6~~ above lists the City's major functional and management plans. As functional and management plans are updated, they may result in proposed revisions to the Comprehensive Plan.

Policy CF-7.26.2:

Reassess the Comprehensive Plan annually to ensure that capital facilities needs and utilities needs, financing and level of service are consistent, and that the plan is internally consistent.

The Growth Management Act requires that the Comprehensive Plan be reviewed on an annual basis to determine if the adopted level of service standards are still appropriate, if the capital facilities and utilities needs are being met, and if the financing plan is balanced. Also, the Capital Facilities Element must be revised as necessary to ensure consistency with other Plan elements.

Policy CF-7.36.3:

Coordinate with non-City providers of public facilities on a joint program for maintaining adopted levels of service standards, concurrency requirements, funding, and construction of shared public facilities.

To assure that all Kirkland residents are provided comparable levels of service, the City should work with the non-City providers to agree on LOS standards, to implement and fund programs to meet those LOS standards, and establish consistent concurrency requirements.

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XIII. CAPITAL FACILITIES

Policy CF-7.46.4:

Ensure the efficient and equitable siting of essential regional capital facilities through cooperative and coordinated planning with other jurisdictions within the region.

As required by the Growth Management Act, the City must facilitate the siting of essential regional facilities that need to locate in Kirkland. In Goal LU-8 and its related policies under the Land Use Element, the City sets forth criteria and processes for siting of regional facilities.

POTENTIAL ANNEXATION AREAS

~~One goal of GMA is to conserve land and make efficient use of public facilities by concentrating development in urban growth areas. Unincorporated areas often have lower service levels than cities which result in higher costs to “catch up” to the adopted levels of service for those areas after annexation.~~

~~*Goal CF-7: Ensure that adequate public facilities and utilities are provided to Kirkland’s Potential Annexation Area.*~~

Policy CF-7.1:

~~Strive to achieve levels of service for public facilities in Kirkland’s potential annexation area consistent with and, where appropriate, identical to those for the City of Kirkland.~~

~~In some cases, the level of service in the surrounding potential annexation area is not as high as in Kirkland. Instead of waiting for annexations to occur, the City should plan ahead and work with the County and other providers to make the level of service in the urban growth area consistent, where possible, with Kirkland.~~

Policy CF-7.2:

~~Coordinate the provision of public services and utilities in areas that are annexed to the City, including, where appropriate, transfer of capital facilities and committed financing to the City from appropriate non-City providers upon annexation of new areas into the City, as follows:~~

~~With annexation often comes the responsibility of completing unfinished or ongoing capital facility projects within the annexed area and, in some cases, taking over operation and maintenance of facilities and/or utility systems. To make this transition, the City should coordinate with the non-City provider to transfer both committed funds and the facilities to Kirkland.~~

Table CF-7 Public Facility Providers

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XIII. CAPITAL FACILITIES

Public Facility	Before Annexation	After Annexation
Fire protection/EMS	Fire District	Kirkland
Law enforcement	King County	Kirkland
Library	Library District	Library District
Parks and recreation		
a. Local	King County	Kirkland
b. Regional	King County	King County
Roads		
a. Local roads	King County	Kirkland
b. Sidewalks	King County	Kirkland
e. Bike/pedestrian trails	King County	Kirkland
d. State	Washington State	Washington State
Transit	King County	King County
Sanitary sewer	Districts	Kirkland
Potable water	Districts	Kirkland
Surface water	King County	Kirkland
Schools	Districts	Districts
Solid waste		
a. Disposal	King County	King County
b. Collection	King County (contract)	Kirkland (contract)
General government offices	King County	Kirkland

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XIII. CAPITAL FACILITIES

C. CAPITAL FACILITIES PLAN

Introduction

The following Tables ~~CF-5~~~~CF-8~~ through ~~CF-10~~~~CF-12~~ list the capital improvement projects for the six-year planning period for transportation, utilities, parks, and ~~fire~~public safety and a six-year period for transportation projects beyond the six-year planning period. In each table, the projects are grouped into one or more of the three categories: funded projects, utility funded projects, and bond projects.

The cost of each capital improvement project is shown in current real dollars—~~no inflation factor has been applied with expected inflation according to project category allied in future years. Costs will be revised as part of the review and update of the Comprehensive Plan together with the Capital Improvement Program.~~

Most of the funded projects for transportation and utilities are needed to meet the adopted six-year LOS standards for concurrency. In addition, many of the capital improvement projects listed will meet the adopted LOS standards, eliminate existing deficiencies, make available adequate facilities for future growth, and repair or replace obsolete or worn out facilities.

Projects

FUNDED PROJECTS – TRANSPORTATION, UTILITIES, STORMWATER, PARKS, AND FIRE AND EMERGENCY SERVICES

Tables ~~CF-5~~~~CF-8~~ through ~~CF-10~~~~CF-12~~ contain a list of funded capital improvements along with a financing plan. Specific funding sources and amounts of revenue are shown which will be used to pay for the proposed funded capital projects. The funding sources for the funded projects are a reflection of the policy direction within the text of this Element.

The revenue forecasts and needed capital projects are based on the Capital Improvement Program. When the Capital Improvement Program (CIP) is updated, the projects within the Capital Facilities Plan should be changed to match the CIP document.

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XIII. CAPITAL FACILITIES

Transportation projects are found in Tables ~~CF-5CF-8~~, ~~CF-5ACF8A~~, ~~and CF-6CF-9~~ and CF-7. They include pedestrian, bicycle, nonmotorized, street and traffic intersection improvements. Transportation grants require matching City funds so the City should provide the funds from the funding sources found in Policy CF-~~5.36.3~~. Here is a description of the transportation tables:

- ◆ Table ~~CF-5CF-8~~ contains the funded six-year project list ~~and~~
- ◆ Table ~~CF-5ACF-8A~~ is a six-year financing plan for transportation projects beyond the adopted six-year Capital Facilities Plan.
- ◆ Table ~~CF-69~~ contains both the funded and unfunded multi-year project list ~~through 2022~~.
- ◆ Table CF-7 contains projects that are required to meet level of service standards for concurrency.

As priorities change and/or projects on Tables CF-~~58~~ and CF-~~58A~~ are completed, projects from the multi-2022-year list will be moved to these tables. Unfunded projects are included in the Capital Facilities Plan to be eligible for grants and to reflect future intent of projects to be added to the funded list. A descriptive list of multi-year transportation projects ~~through 2022~~ is found in the Transportation Element’s Table T-5 (note: table number to be updated to match number in Transportation Element) and a map showing the location of the projects ~~is found~~ in Figure T-6 (note: table number to be updated to match number in Transportation Element) contained in the Transportation Element.

Funded wWater, sewer and surface water utility projects are found in Tables ~~CF-10A~~ ~~CF-8A~~ and ~~CF-8B~~~~CF-10B~~ with all projects as funded.

Funded pPark projects are found in Table ~~CF-9CF-11~~ with all projects as fully funded, including ~~S~~ several of the park projects are funded with voter-approved bonds.

Funded fFire protection and emergency services projects are found in Table ~~CF-10CF-12~~ with all projects as funded.

Tables below will be revised to match tables in Capital Improvement Program under review this summer-fall 2015 by City Council

~~Table CF-5~~~~Table CF-8~~
Capital Facilities Plan: Transportation Projects – 2013-2018

SOURCES OF FUNDS

<i>Revenue Type</i>	<i>Revenue Source</i>	<i>2013</i>	<i>2014</i>	<i>2015</i>	<i>2016</i>	<i>2017</i>	<i>2018</i>	<i>Six-Year Total</i>
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XIII. CAPITAL FACILITIES

Local	Surface Water Fees	905,500	208,900	243,800	444,000	461,300	580,000	2,843,500
Local	Solid Waste	300,000	300,000	300,000	300,000	300,000	300,000	1,800,000
Local	Real Estate Excise Tax	1,424,000	1,467,000	1,511,000	1,556,000	1,602,000	1,651,000	9,211,000
Local	Sales Tax	270,000	270,000	270,000	270,000	270,000	270,000	1,620,000
Local	Gas Tax	558,000	575,000	592,000	610,000	628,000	647,000	3,610,000
Local	Impact Fees (excluding Park Place and Totem Lake Mall)	350,000	350,000	350,000	350,000	350,000	350,000	2,100,000
Local	Reserves	557,500	480,000	480,000	480,000	480,000	480,000	2,957,500
Local	2012 Road Levy	2,845,000	2,574,000	2,600,000	2,600,000	2,600,000	2,600,000	15,819,000
External	Grants	5,693,200	5,691,900	2,501,000				13,886,100
	<i>Subtotal 2013-2018 Fund Sources excluding Park Place and Totem Lake</i>	12,903,200	11,916,800	8,847,800	6,610,000	6,691,300	6,878,000	53,847,100
External	Developer Funded – Park Place (Including Impact Fees)		200,000	1,331,000	1,297,000	789,400	7,218,000	10,835,400
External	Developer Funded – Totem Lake (Including Impact Fees)		1,500,000	1,500,000				3,000,000
Total Sources		12,903,200	13,616,800	11,678,800	7,907,000	7,480,700	14,096,000	67,682,500

USES OF FUNDS

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XIII. CAPITAL FACILITIES

Funded Projects

<i>Project Number</i>	<i>Project Title</i>	<i>2013</i>	<i>2014</i>	<i>2015</i>	<i>2016</i>	<i>2017</i>	<i>2018</i>	<i>Six-Year Total</i>
ST-0006	Annual Street Preservation Program	1,750,000	1,750,000	1,750,000	1,750,000	1,750,000	1,750,000	10,500,000
ST—0006 002	Annual Street Preservation Program—One-Time-Project		1,122,000					1,122,000
ST—0006 003	Street Maintenance and Pedestrian Safety	2,345,000	2,574,000	2,600,000	2,600,000	2,600,000	2,600,000	15,319,000
ST—0057 004	NE 120th St Roadway Extension (East Section)	3,595,000						3,595,000
ST-0080	Annual Striping Program	300,000	350,000	350,000	350,000	350,000	350,000	2,050,000
ST-0082	Juanita Drive Corridor Study	200,000	80,000					280,000
ST-0083	100th Ave-NE Corridor Study	50,000						50,000
ST-8888	Annual Concurrency Street Improvements			482,400	480,000	215,000	852,500	2,029,900
ST-9999	Regional Inter-Agency Coordination	82,000	82,000	82,000	82,000	82,000	82,000	492,000
NM-0012	Crosswalk Upgrade Program	70,000		70,000		70,000		210,000
NM-0024	Cross Kirkland Corridor—Interim Trail	2,158,000	1,239,000					3,397,000
NM—0024 404	Cross Kirkland Corridor—Master Plan	500,000						500,000
NM-0057	Annual Sidewalk Maintenance Program	200,000	200,000	200,000	200,000	200,000	200,000	1,200,000
NM—0064	Park Lane Pedestrian Corridor Enhancements Phase II	350,000	1,888,900					2,238,900

Revised Capital Facilities Plan – strike outs and underlines

XIII. CAPITAL FACILITIES

004				0				0
NM-0073	JFK Nonmotorized Program	75,000	75,000					150,000
NM-8888	Annual Nonmotorized Program			208,300	605,000	1,043,000	1,043,500	2,899,800
TR-0083	100th Ave NE/NE 132nd Street Intersection Improvements	350,000	350,000	2,501,000				3,201,000
TR-0111-003	Kirkland ITS Implementation Phase IIC	576,000	2,205,900	129,100				2,911,000
TR-0113	Citywide Safety and Traffic Flow Improvements	302,200						302,200
TR-8888	Annual Concurrency Traffic Improvements			475,000	543,000	381,300		1,399,300
	<i>Subtotal 2013-2018 CIP Projects</i>	12,903,200	11,916,800	8,847,800	6,610,000	6,691,300	6,878,000	53,847,100

Project Number	Project Title	2013	2014	2015	2016	2017	2018	Six-Year Total
TR-0056 ⁽⁴⁾	NE 85th St HOV Queue Bypass						841,000	841,000
TR-0065 ⁽⁴⁾	6th St/Kirkland Way Traffic Signal			200,000	364,000			564,000
TR-0082 ⁽⁴⁾	Central Way/Park Place Center Traffic Signal			200,000				200,000
TR-0090 ⁽⁴⁾	Lake Washington Blvd/NE 38th Place Intersection Improvements					500,000		500,000
TR-0096 ⁽⁴⁾	NE 132nd St/124th Ave NE Intersection Improvements						5,713,000	5,713,000
TR-0098 ⁽⁴⁾	NE 132nd St/116th Way NE—Totem Lake Blvd Intersection Improvements						300,000	300,000
TR-0103 ⁽⁴⁾	Central Way/4th St Intersection Improvements			31,000				31,000

Revised Capital Facilities Plan – strike outs and underlines

XIII. CAPITAL FACILITIES

TR-0104 ⁽⁴⁾	6th St/4th Ave Intersection Improvements		200,000	380,000			580,000
TR-0105 ⁽⁴⁾	Central Way/5th St Intersection Improvements		200,000	364,000			564,000
TR-0106 ⁽⁴⁾	6th St/7th Ave Intersection Improvements				89,400		89,400
TR-0107 ⁽⁴⁾	Market St/15th Ave Intersection Improvements				200,000	364,000	564,000
TR-0108 ⁽⁴⁾	NE 85th St/124th Ave-NE Intersection Improvements	200,000	500,000	489,000			889,000
	<i>Subtotal Park Place Redevelopment Revenue-Related Projects</i>	–	200,000	1,331,000	1,297,000	789,400	10,835,400
				0	0	0	0
TR-0109 ⁽²⁾	Totem Lake Plaza/Totem Lake Blvd Intersection Improvements		1,500,000				1,500,000
				0			0
TR-0110 ⁽²⁾	Totem Lake Plaza/120th Ave NE Intersection Improvements	1,500,000					1,500,000
				0			0
	<i>Subtotal Totem Lake Mall Redevelopment Revenue-Related Projects</i>	–	1,500,000	1,500,000	–	–	3,000,000
				0	0		0
	<i>Total Funded Transportation Projects</i>	12,903,200	13,616,800	11,678,800	7,907,000	7,480,700	67,682,500
				00	00	00	00
	SURPLUS (DEFICIT) of Resources	–	–	–	–	–	–

Revised Capital Facilities Plan – strike outs and underlines

XIII. CAPITAL FACILITIES

~~△ The transportation capital projects totaling \$50,893,900 new number? for the six-year period 2013-18 Date? constitute the funded portion of the City's six-year transportation capital improvement plan (CIP). Other projects in this table include capital improvements that will be undertaken only if the proposed redevelopments (Park Place and/or Totem Lake) are completed. Project costs and associated funding beyond 2018 Date? are estimates and do not reflect the City's adopted CIP.~~

~~*These projects provide new capacity towards concurrency.~~

~~(1) Projects associated with Park Place redevelopment.~~

~~(2) Projects associated with Totem Lake redevelopment.~~

**Table CF-5ACF-8A
Capital Facilities Plan: Transportation Projects – 2019-2024 (Continued)**

SOURCES OF FUNDS

<i>Revenue Type</i>	<i>Revenue Source</i>	<i>2019</i>	<i>2020</i>	<i>2021</i>	<i>2022</i>	<i>2023</i>	<i>2024</i>	<i>Six-Year Total</i>	<i>Multi-Year Total</i>
Local	Surface Water Fees	1,048,700	1,048,700	1,048,700	1,048,700	1,048,700	1,048,700	6,292,200	9,135,700
Local	Solid Waste	300,000	300,000	300,000	300,000	300,000	300,000	1,800,000	3,600,000
Local	Real Estate Excise Tax	900,000	970,000	900,000	970,000	900,000	900,000	5,540,000	14,751,000
Local	Sales Tax	270,000	270,000	270,000	270,000	270,000	270,000	1,620,000	3,240,000
Local	Gas Tax	450,000	450,000	450,000	450,000	450,000	450,000	2,700,000	6,310,000
Local	Impact Fees (excluding Park Place and Totem Lake Mall)	391,300	391,300	391,300	391,300	391,300	391,300	2,347,800	4,447,800
Local	Reserves	180,000	180,000	180,000	180,000	180,000	180,000	1,080,000	4,037,500
Local	2012 Road Levy	3,000,000	3,000,000	3,000,000	3,000,000	3,000,000	3,000,000	18,000,000	33,819,000
External	Grants	500,000	500,000	500,000	500,000	500,000	500,000	3,000,000	16,886,100

Revised Capital Facilities Plan – strike outs and underlines

XIII. CAPITAL FACILITIES

External	Developer Funded—Park Place (Including Impact Fees)	2,166,400						2,166,400	56,013,500
External	Developer Funded—Totem Lake (Including Impact Fees)			4,000,000				4,000,000	14,835,400
Total Sources		9,206,400	7,110,000	11,040,000	7,110,000	7,040,000	7,040,000	48,546,400	167,076,000

USES OF FUNDS

Funded Projects

Project Number	Project Title	2019	2020	2021	2022	2023	2024	Six-Year Total	Multi-Year Total
ST-0006	Annual Street Preservation Program	1,750,000	1,750,000	1,750,000	1,750,000	1,750,000	1,750,000	10,500,000	21,000,000
ST-0006-002	Annual Street Preservation Program One-Time Project							-	4,122,000
ST-0006-003	Street Maintenance and Pedestrian Safety	3,000,000	3,000,000	3,000,000	3,000,000	3,000,000	3,000,000	18,000,000	33,319,000
ST-0057-001	NE 120th St Roadway Extension (East Section)							-	3,595,000
ST-0080	Annual Striping Program	350,000	350,000	350,000	350,000	350,000	350,000	2,100,000	4,150,000
ST-0082	Juanita Drive Master Plan							-	280,000
ST-8888	Annual Concurrency Street Improvements	394,000	414,000	394,000	414,000	394,000	379,000	2,389,000	4,418,900

Revised Capital Facilities Plan – strike outs and underlines

XIII. CAPITAL FACILITIES

ST-9999	Regional Inter-Agency Coordination	82,000	82,000	82,000	82,000	82,000	82,000	492,000	984,000
NM-0012	Crosswalk Upgrade Program	70,000		70,000		70,000		210,000	420,000
NM-0024	Cross-Kirkland Corridor—Interim Trail							–	3,397,000
NM—0024 101	Cross-Kirkland Corridor—Master Plan							–	500,000
NM-0057	Annual Sidewalk Maintenance Program	200,000	200,000	200,000	200,000	200,000	200,000	1,200,000	2,400,000
NM-0073	JFK Nonmotorized Program							–	150,000
NM-8888	Annual Nonmotorized Program	800,000	900,000	800,000	900,000	800,000	900,000	5,100,000	7,999,800
TR-0083	100th Avenue NE/NE 132nd Street Intersection Improvements							–	3,201,000
TR-0113	Citywide Safety and Traffic Flow Improvements							–	302,200
TR-8888	Annual Concurrency Traffic Improvements	394,000	414,000	394,000	414,000	394,000	379,000	2,389,900	3,788,300
<i>Subtotal Future Year Costs</i>		7,040,000	7,110,000	7,040,000	7,110,000	7,040,000	7,040,000	42,380,000	91,027,200
Project Number	Project Title	2019	2020	2021	2022	2023	2024	Six-Year Total	Multi-Year Total
TR-0056 ⁽¹⁾	NE 85th St HOV Queue Bypass	166,400						166,400	1,007,400
TR-0065 ⁽¹⁾	6th St/Kirkland Way Traffic Signal							–	564,000
TR-0082 ⁽¹⁾	Central Way/Park Place Center Traffic Signal							–	200,000

Revised Capital Facilities Plan – strike outs and underlines

XIII. CAPITAL FACILITIES

TR-0090 ⁽¹⁾	Lake Washington Blvd/NE 38th Place- Intersection Improvements							-	500,000
TR-0096 ⁽¹⁾	NE 132nd St/124th Ave NE Intersection- Improvements	2,000,000						2,000,000	7,713,000
TR-0098 ⁽¹⁾	NE 132nd St/116th Way NE – Totem Lake- Blvd Intersection Improvements							-	300,000
TR-0103 ⁽¹⁾	Central Way/4th St Intersection- Improvements							-	31,000
TR-0104 ⁽¹⁾	6th St/4th Ave Intersection Improvements							-	580,000
TR-0105 ⁽¹⁾	Central Way/5th St Intersection- Improvements							-	564,000
TR-0106 ⁽¹⁾	6th St/7th Ave Intersection Improvements							-	89,400
TR-0107 ⁽¹⁾	Market St/15th Ave Intersection- Improvements							-	564,000
TR-0108 ⁽¹⁾	NE 85th St/124th Ave NE Intersection- Improvements							-	889,000
<i>Subtotal Park Place Redevelopment Revenue-Related Projects</i>		2,166,400	-	-	-	-	-	2,166,400	13,001,800
TR-0109 ⁽²⁾	Totem Lake Plaza/Totem Lake Blvd- Intersection Improvements			2,000,000				2,000,000	3,500,000
TR-0110 ⁽²⁾	Totem Lake Plaza/120th Ave NE- Intersection Improvements			2,000,000				2,000,000	3,500,000
<i>Subtotal Totem Lake Mall Redevelopment Revenue- Related Projects</i>		-	-	4,000,000				4,000,000	7,000,000

Revised Capital Facilities Plan – strike outs and underlines

XIII. CAPITAL FACILITIES

Total Funded Transportation Projects	9,206,400	7,110,000	11,040,000	7,110,000	7,040,000	7,040,000	48,546,400	116,228,900
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<i>SURPLUS (DEFICIT) of Potential Development Revenue</i>	-	-	-	-	-	-	-	-
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Revised Capital Facilities Plan – strike outs and underlines

XIII. CAPITAL FACILITIES

*These projects provide new capacity towards concurrency.

⁽¹⁾ Projects associated with Park Place redevelopment.

⁽²⁾ Projects associated with Totem Lake redevelopment.

Table CF-6CF-9
Multi-Year 2022 Transportation Projects List (Funded – Unfunded) (Continued)

<i>Comp-Plan ID-Number</i>	<i>Project Description</i>	<i>Total Cost-⁽¹⁾</i>	<i>CIP-Project Number</i>	<i>Funded-in-6-yr-CIP</i>	<i>Source-Doc.⁽²⁾</i>	<i>Comp-Plan Goal</i>	<i>2022-Concurrency Project</i>
NM20-2	116th Ave NE Nonmotorized Facilities	\$—3.4	NM-0004		C, NM	T-2	
NM20-3	13th Ave Sidewalk (Phase II)	\$—0.4	NM-0054		C, NM	T-2	
NM20-4	Crestwoods Park/Cross Kirkland Corridor Ped/Bike Facility	\$—2.5	NM-0031		C, NM	T-2	
NM20-5	93rd Ave NE Sidewalk	\$—1.0	NM-0032		C, NM	T-2	
NM20-6	NE 52nd St Sidewalk	\$—1.1	NM-0007		C, NM	T-2	
NM20-7	Cross Kirkland Corridor Interim Trail	\$—3.6	NM-0024	✓	C, NM	T-2, T-8	
NM20-8	122nd Avenue NE Sidewalk	\$—0.9	NM-0055		C, NM	T-2	
NM20-10	NE 100th St Bike Lane	\$—1.6	NM-0036		C, NM	T-2	
NM20-11	NE 95th St Sidewalk (Highlands)	\$—0.6	NM-0045		C, NM	T-2	
NM20-12	18th Ave West Sidewalk	\$—2.3	NM-0046		C, NM	T-2	
NM20-13	116th Ave NE Sidewalk (South Rose Hill)	\$—0.4	NM-0047		C, NM	T-2	

Revised Capital Facilities Plan – strike outs and underlines

XIII. CAPITAL FACILITIES

NM20-14	130th Ave NE Sidewalk	\$—0.8	NM-0037		C, NM	T-2	
NM20-15	NE 90th St Bicycle/Ped Overpass Across I-405	\$—3.7	NM-0030		C, NM	T-2	
NM20-16A	NE 90th St Sidewalk (Phase I)	\$—1.2	NM-0056		C, NM	T-2	
NM20-16B	NE 90th St Sidewalk (Phase II)	\$—2.6	NM-0026		C, NM	T-2	
NM20-17	NE 60th St Sidewalk	\$—5.0	NM-0048		C, NM	T-2	
NM20-18	Forbes Valley Pedestrian Facility	\$—2.0	NM-0041		C, NM	T-2	
NM20-19	NE 126th St NM Facilities	\$—4.3	NM-0043		C, NM	T-2	
NM20-20	Crosswalk Upgrades (various locations)	\$—0.2	NM-0012	✓	C, NM	T-2	
NM20-21	Annual Pedestrian Improvements (various locations)		various		C, NM	T-2	
NM20-22	Annual Bicycle Improvements (various locations)		various		C, NM	T-2	
NM20-23	112th Ave NE Sidewalk	\$—0.5	NM-0049		C, NM	T-2	
NM20-24	NE 80th St Sidewalk	\$—0.9	NM-0050		C, NM	T-2	
NM20-26	Kirkland Way Sidewalk	\$—0.4	NM-0063		C, NM	T-2	
NM20-27	NE 112th St Sidewalk	\$—0.4	NM-0053		C, NM	T-2	
NM20-28	Annual Sidewalk Maintenance Program	\$—1.2	NM-0057	✓	C, NM	T-2	
NM20-29	111th Ave NM/Emergency Access Connection	\$—2.0	NM-0058		C, NM	T-2	

Revised Capital Facilities Plan – strike outs and underlines

XIII. CAPITAL FACILITIES

NM20-32	Park Lane Pedestrian Corridor (Phase II)	\$—2.4	NM-0064-001		C, NM	T-2	
NM20-35	Annual Nonmotorized Program	\$—3.2	NM-8888	✓	C, NM	T-2	
NM20-36	NE 104th St Sidewalk	\$—1.1	NM-0061		C, NM	T-2	
NM20-37	19th Ave Sidewalk	\$—0.8	NM-0062		C, NM	T-2	
NM20-38	NE 132nd St Sidewalk	\$—0.4	NM-0071		C, NM	T-2	
NM20-40	Gross Kirkland Corridor Master Plan	\$—0.5	NM-0024-001	✓	C, NM	T-2	
NM20-41	NE 132nd Street Sidewalk at Finn Hill Middle School	\$—0.7	NM-0072		C, NM	T-2	
NM20-42	JFK Nonmotorized Program	\$—0.2	NM-0073	✓	C, NM	T-2	
NM20-43	90th Avenue NE Sidewalk	\$—0.4	NM-0074		C, NM	T-2	
NM20-44	84th Avenue NE Sidewalk	\$—4.1	NM-0075		C, NM	T-2	
NM20-45	NE 140th St Sidewalk — Muir Elem Walk Rt Enhan. Phase 1	\$—1.1	NM-0076		C, NM	T-2	
NM20-46	NE 140th St Sidewalk — Keller Elem Walk Rt Enhan. — N	\$—1.2	NM-0077		C, NM	T-2	
NM20-47	NE 140th St Sidewalk — Keller Elem Walk Rt Enhan. — S	\$—0.7	NM-0078		C, NM	T-2	
NM20-48	NE 140th St Sidewalk — Muir Elem Walk Rt Enhan. Phase 2	\$—0.6	NM-0079		C, NM	T-2	
NM20-49	Juanita — Kingsgate Pedestrian Bridge	\$—4.5	NM-0080		C, NM	T-2	

Revised Capital Facilities Plan – strike outs and underlines

XIII. CAPITAL FACILITIES

Subtotal Nonmotorized \$ ~~64.9~~

ST20-1	118th Ave NE Roadway Extension	\$ 6.4	ST 0060		C, TL	T-4	
ST20-2	119th Ave NE Roadway Extension	\$ 5.6	ST 0061		C, TL	T-4	
ST20-3	120th Ave NE Roadway Improvements	\$ 9.0	ST 0063		C	T-1, T-4	✓
ST20-4	124th Ave NE Roadway Improvements	\$ 10.0	ST 0059		C	T-1, T-4	✓
ST20-5	124th Ave NE Roadway Widening Improvements	\$ 30.3	ST 0064		C	T-4	
ST20-6	132nd Ave NE Roadway Improvements	\$ 25.2	ST 0056		C	T-4	
ST20-7	98th Ave NE Bridge Project	\$ 1.4	ST 0055		C	T-4	
ST20-8	120th Ave NE Roadway Extension	\$ 16.4	ST 0073		TL	T-4	
ST20-9	NE 120th St Roadway Extension (east section)	\$ 6.6	ST 0057-004	✓	C	T-1, T-4	✓
ST20-10	120th Ave NE/Totem Lake Plaza Roadway Improvements	\$ 3.0	ST 0070		TL	T-4	
ST20-11	NE 130th Street Roadway Extension	\$ 10.0	ST 0062		C	T-4	
ST20-12	NE 120th St Roadway Improvements (west section)	\$ 5.9	ST 0072		TL	T-4	
ST20-13	Annual Street Preservation Program	\$ 10.5	ST 0006	✓	C	T-4	
ST20-14	NE 132nd St Rdwy Imprv—Phase I (west section)	\$ 1.4	ST 0077		C, 132	T-4	

Revised Capital Facilities Plan – strike outs and underlines

XIII. CAPITAL FACILITIES

ST20-15	NE 132nd St Rdwy Imprv—Phase II (mid-section)	\$—0.3	ST-0078		C,132	T-4	
ST20-16	NE 132nd St Rdwy Imprv—Phase III (east-section)	\$—1.1	ST-0079		C,132	T-4	
ST20-17	Annual Striping Program	\$—2.1	ST-0080	✓	C	T-4	
ST20-18	Annual Concurrency Street Improvements	\$—2.0	ST-8888	✓	C	T-4	✓
ST20-19	Annual Street Pres Program – One-time Project	\$—1.1	ST-0006-002	✓	C	T-4	
ST20-20	Street Maintenance and Pedestrian Safety	\$—18.0	ST-0006-003	✓	C	T-4	
ST20-21	Totem Lake Area Development Opportunity Program	\$—0.5	ST-0084		C	T-4	
ST20-22	Juanita Drive Corridor Study	\$—0.3	ST-0082	✓	C	T-4	
ST20-23	100th Ave NE Roadway Improvements	\$—9.5	ST-0083-004		C	T-4	
ST20-24	101st Ave NE Corridor Study	\$—0.5	ST-0083	✓	C	T-4	

Subtotal Streets \$177.1

TR20-1	100th Ave NE/NE 124th St Intersection Improvements	\$—2.2	TR-0084		C	T-4	✓
TR20-2	Kirkland Way/Cross Kirkland Corridor Abutment/Intersection Improvements	\$—6.9	TR-0067		C	T-4, T-2	

Revised Capital Facilities Plan – strike outs and underlines

XIII. CAPITAL FACILITIES

TR20-3	6th Street/Kirkland Way Traffic Signal	\$—0.6	TR-0065		C	T-4	
TR20-4	120th Ave NE/Totem Lake Way Intersection Improvements	\$—2.8	TR-0099		C	T-4	✓
TR20-5	NE 124th St/I-405 Queue Bypass (EB to SB)	\$—1.7	TR-0057		C	T-1, T-4, T-5	✓
TR20-6	NE 85th St/120th Ave NE Intersection Improvements	\$—5.3	TR-0088		C	BKR, T-1, T-4	✓
TR20-7	NE 85th St/132nd Ave NE Intersection Improvements	\$—1.8	TR-0089		C	BKR, T-1, T-4	
TR20-8	NE 85th St HOV/I-405 Queue Bypass	\$—0.8	TR-0056		C	T-1, T-4, T-5	✓
TR20-9	Lake Wash Blvd/Northup Way Queue Bypass	\$—6.6	TR-0068		C	T-4	
TR20-10.1	NE 116th St/I-405 Queue Bypass	\$—7.3	TR-0072		C	T-1, T-4, T-5	
TR20-10.2	NE 85th St/I-405 Queue Bypass	\$—1.8	TR-0074		C	T-1, T-4, T-5	
TR20-10.3	NE 70th St/I-405 Queue Bypass	\$—1.7	TR-0073		C	T-1, T-4, T-5	
TR20-10.4	NE 124th St/I-405 Queue Bypass (WB to NB)	\$—1.3	TR-0075		C	T-1, T-4, T-5	✓
TR20-11.1	Kirkland Ave/Lake Street South				P20	T-4	
TR20-11.2	Lake Street South/2nd Ave South				P20	T-4	
TR20-11.3	Market Street/Central Way				P20	T-4	
TR20-11.4	Market Street/7th Avenue NE				P20	T-4	
TR20-11.5	NE 53rd Street/108th Ave NE				P20	T-4	

Revised Capital Facilities Plan – strike outs and underlines

XIII. CAPITAL FACILITIES

TR20-11.6	NE 60th Street/116th Ave NE				P20	T-4	
TR20-11.7	NE 60th Street/132nd Ave NE				P20	T-4	
TR20-11.8	NE 64th Street/Lake Washington Blvd				P20	T-4	
TR20-11.9	NE 70th Street/120th Ave NE				P20	T-4	
TR20-11.10	NE 80th Street/132nd Avenue NE				P20	T-4	
TR20-11.11	NE 112th Street/124th Avenue NE				P20	T-4	
TR20-11.12	NE 116th Street/118th Avenue NE				P20	T-4	
TR20-11.13	NE 116th Street/124th Avenue NE	\$ 1.7	TR-0092		C	T-4	
TR20-11.14	NE 126th Street/132nd Place NE				P20	T-4	
TR20-11.15	NE 128th Street/Totem Lake Blvd				P20	T-4	
TR20-11.16	NE 100th Street/132nd Avenue NE				P20	T-4	
TR20-11.17	Market Street/Forbes Creek Drive				P20	T-4	
TR20-11.18	NE 112th Street/120th Ave NE				P20	T-4	
TR20-11.19	Totem Lake Blvd/120th Ave NE				P20	T-4	

Revised Capital Facilities Plan – strike outs and underlines

XIII. CAPITAL FACILITIES

TR20-12	NE 70th Street/132nd Ave NE Intersection Imp	\$ 4.6	TR-0086		C	T-4	✓
TR20-13	Lake Wash Blvd/NE 38th Place Intersection Imp	\$ 0.5	TR-0090		C	T-4	
TR20-14	NE 124th St/124th Ave NE Intersection Imp	\$ 3.5	TR-0091		C	T-4	
TR20-15	NE 132nd Street/100th Ave NE Intersection Imp	\$ 3.2	TR-0083	✓	C	T-4	✓
TR20-16	Central Way/Park Place Center Traffic Signal	\$ 0.2	TR-0082		C	T-4	
TR20-17	NE 132nd Street/124th Ave NE Intersection Imp	\$ 5.7	TR-0096		C	T-4	✓
TR20-18	NE 132nd Street/116th Way NE Intersection Imp	\$ 0.3	TR-0098		C	T-4	✓
TR20-20	Central Way/4th St Intersection Imp	\$ 0.03	TR-0103		C	T-4	
TR20-21	6th Street/4th Ave Intersection Imp	\$ 0.6	TR-0104		C	T-4	
TR20-22	Central Way/5th St Intersection Imp	\$ 0.6	TR-0105		C	T-4	
TR20-23	6th Street/7th Ave Intersection Improvements	\$ 0.1	TR-0106		C	T-4	
TR20-24	Market Street/15th Ave Intersection Imp	\$ 0.6	TR-0107		C	T-4	
TR20-25	NE 85th Street/124th NE Intersection Imp	\$ 0.9	TR-0108		C	T-4	
TR20-26	Totem Lake Plaza/Totem Lake Blvd Intersection Imp	\$ 1.5	TR-0109		C	T-4	
TR20-27	NE 132nd St/Juanita HS Access Road Intersection Imp	\$ 0.9	TR-0093		C	T-4	✓
TR20-28	Totem Lake Plaza/120th Ave NE Intersection Imp	\$ 1.5	TR-0110		C	T-4	

Revised Capital Facilities Plan – strike outs and underlines

XIII. CAPITAL FACILITIES

TR20-29	NE 132nd St/108th Ave NE Intersection Imp	\$—0.6	TR-0094		C	T-4	✓
TR20-30	NE 132nd St/Fire Station Access Dr Intersection Imp	\$—0.4	TR-0095		C	T-4	
TR20-31	NE 132nd St/132nd Ave NE Intersection Imp	\$—0.9	TR-0097		C	T-4	✓
TR20-34	Annual Concurrency Traffic Improvements	\$—1.4	TR-8888	✓	C	T-4	✓
TR20-36	Kirkland ITS Improvements—Phase II	\$—1.2	TR-0111-001		C	T-4	
TR20-38	Citywide Street and Traffic Flow Improvements	\$—0.3	TR-0113	✓	C	T-4	
TR20-39	6th Street and Central Way Intersection Improvements Phase 2	\$—1.9	TR-0100-100		C	T-4	
TR20-40	Kirkland ITS Improvements—Phase II B	\$—2.6	TR-0111-002		C	T-4	
TR20-41	Kirkland ITS Improvements—Phase II C	\$—2.9	TR-0111-003	✓	C	T-4	
TR20-42	Slater Ave NE Traffic Calming—Phase 1	\$—0.3	TR-0114		C	T-4	

Subtotal Traffic \$—79.7

Notes:-

(1) —'12 costs in thousands; funded projects indexed for inflation

(2) —C = CIP, NM = Non-Cap list, P20 = 20-year list, 132 = 132nd Street Masterplan (2008), Highland = Highlands Neighborhood Plan

Table ~~CF-7CF-10~~
MULTI-YEAR2022 Concurrency Transportation Projects List—

Revised Capital Facilities Plan – strike outs and underlines

XIII. CAPITAL FACILITIES

Comp-Plan-ID-Number	Project-Description	Remaining Costs ⁽⁴⁾	CIP-Project-Number	Funded in-6-yr-CIP	Source-Doc. ⁽²⁾	Comp-Plan-Goal	2022-Concurrency-Project
ST20-3	120th Avenue NE, NE 128th Street to NE 132nd Street	\$ 9.0	ST-0063	No	C	T-1, T-4	✓
ST20-4	124th Avenue NE, NE 116th Street to NE 124th Street	\$ 10.0	ST-0059	No	C	T-1, T-4	✓
ST20-9	NE 120th Street (east section), from Slater Avenue NE to 124th Avenue NE	\$ 6.6	ST-0057-001	Yes	C	T-1, T-4	✓
ST20-18	Annual Concurrency Street Improvements	\$ 2.0	ST-8888	Yes	C	T-4	✓
TR20-1	100th Avenue NE/NE 124th Street	\$ 2.2	TR-0084	No	C	T-4	✓
TR20-4	120th Ave NE/Totem Lake Way Intersection Improvements	\$ 2.8	TR-0099	No	C	T-1, T-4, T-5	✓
TR20-5	NE 124th Street and I-405, HOV Queue Bypass east to southbound	\$ 1.7	TR-0057	No	C	T-1, T-4, T-5	✓
TR20-6	NE 85th Street/120th Avenue NE	\$ 5.3	TR-0088	No	C	BKR, T-1, T-4	✓
TR20-8	NE 85th Street and I-405, HOV Queue Bypass, east to southbound	\$ 0.8	TR-0056	No	C	T-1, T-4, T-5	✓
TR20-10.4	NE 124th Street/I-405 HOV Queue Bypass, westbound to northbound	\$ 1.3	TR-0075	No	C	T-1, T-4, T-5	✓
TR20-11.13	NE 116th Street/124th Avenue NE	\$ 1.7	TR-0092	No	C	T-1, T-4	✓
TR20-12	NE 70th Street/132nd Avenue NE	\$ 4.6	TR-0086	No	C	BKR, T-1, T-4	✓
TR20-15	NE 132nd Street/100th Avenue NE	\$ 3.2	TR-0083	No	C	BKR, T-1, T-4	✓
TR20-17	NE 132nd Street/124th Avenue NE	\$ 5.7	TR-0096	No	C, 132	T-4	✓

Revised Capital Facilities Plan – strike outs and underlines

XIII. CAPITAL FACILITIES

TR20-18	NE 132nd Street at 116th Way NE to Totem Lake Blvd/I-405	\$ 0.3	TR-0098	No	C, 132	T-4	✓
TR20-27	NE 132nd Street/Juanita High School Entry	\$ 0.9	TR-0093	No	C, 132	T-4	✓
TR20-29	NE 132nd Street/108th Avenue NE	\$ 0.6	TR-0094	No	C, 132	T-4	✓
TR20-34	NE 132nd Street/132nd Avenue NE	\$ 0.9	TR-0097	No	C, 132	T-4	✓
TR20-34	Annual Concurrency Traffic Improvements	\$ 1.4	TR-8888	Yes	C	T-4	✓

CONCURRENCY PROJECT LIST TOTAL ('10 COSTS w/o INFLATION) \$ ~~61.00~~

Years to attain 2022 network: 2012 → 2022 = 11 years

AVERAGE ANNUAL CONCURRENCY PROJECT EXPENDITURE \$ ~~5.55~~

Notes: Remaining costs with 2010 as "base year"

⁽¹⁾ '10 Costs in millions; Funded projects indexed for inflation

⁽²⁾ C = CIP, P20 = 20-year list, 132 = 132nd St. Masterplan (2008)

Table CF8ACF-10A Capital Facilities Plan: Utility Projects

SOURCES OF FUNDS

Revised Capital Facilities Plan – strike outs and underlines

XIII. CAPITAL FACILITIES

<i>Revenue Type</i>	<i>Revenue Source</i>	<i>2013</i>	<i>2014</i>	<i>2015</i>	<i>2016</i>	<i>2017</i>	<i>2018</i>	<i>Six-Year-Total</i>
Local	Water and Sanitary Sewer Utility Rates	2,326,000	1,643,700	3,009,100	2,533,500	2,408,000	2,408,000	14,328,900
Local	Reserves	922,000	478,000	969,000	431,000	950,000	450,000	4,200,000
Local	Debt	885,700	3,152,300					4,038,000
Local	Connection Fees	865,000	802,700	649,900	308,500	865,000	865,000	4,401,100
Total Sources		4,999,300	6,076,700	4,673,000	3,273,000	4,223,000	3,723,000	26,968,000

USES OF FUNDS

Funded Projects

<i>Project Number</i>	<i>Project Title</i>	<i>2013</i>	<i>2014</i>	<i>2015</i>	<i>2016</i>	<i>2017</i>	<i>2018</i>	<i>Six-Year-Total</i>
WA 0090	Emergency Sewer Pgm Watermain Replacement Pgm	50,000		50,000		50,000		-150,000
WA 0102	104th Ave NE Watermain Replacement					974,500		974,500
WA-0116*	NE 80th Street Watermain Replacement (Phase II)	442,00	2,394,40 0					2,836,400
WA 0121	NE 109th Ave/106th Court NE Watermain Replacement	156,300						156,300
WA 0134	5th Ave S/8th St S Watermain Replacement						850,000	850,000
WA 0139	6th Street S Watermain Replacement			671,000				671,000

Revised Capital Facilities Plan – strike outs and underlines

XIII. CAPITAL FACILITIES

WA-0140	NE 85th Street Watermain Replacement	2,413,000						2,413,000
WA-0145	Kirkland Avenue/6th Street S Watermain Replacement				755,000			755,000
WA-0148	Park Lane Watermain Replacement	62,000	235,000					297,000
WA-8888	Annual Watermain Replacement Program					385,000	385,000	770,000
WA-9999	Annual Water Pump Station/System Upgrade Pgm			222,000		385,000	385,000	992,000
SS-0056*	Emergency Sewer Construction Program	922,000	478,000	969,000	431,000	950,000	450,000	4,200,000
SS-0064	7th Avenue South Sewermain Replacement				593,000	1,053,000		1,646,000
SS-0067	NE 80th Street Sewermain Replacement (Phase II)	600,000	1,836,000					2,436,000
SS-0073	Rose Point Sewer Lift Station Replacement		944,400	1,343,000				2,287,400
SS-0078	5th Avenue S Sewermain Replacement		188,900	38,000				226,900
SS-0079	3rd Avenue S and 2nd Street S Sewermain Replacement			487,000	740,000			1,227,000
SS-0080	20th Avenue Sewermain Replacement						812,000	812,000
SS-0081	7th/8th Ave West Alley Sewermain Replacement	354,000						354,000
SS-8888	Annual Sanitary Pipeline Replacement Program			446,500	377,000	213,000	441,000	1,477,500
SS-9999*	Annual Sanitary Pump Station/System Upgrade Program			446,500	377,000	212,500	400,000	1,436,000

Revised Capital Facilities Plan – strike outs and underlines

XIII. CAPITAL FACILITIES

<i>Total Funded Utility Projects</i>	4,999,30 0	6,076,70 0	4,673,00 0	3,273,00 0	4,223,00 0	3,723,00 0	26,968,00 0
<i>SURPLUS (DEFICIT) of Resources</i>	-	-	-	-	-	-	-

**These projects provide new capacity towards levels of service.*

Revised Capital Facilities Plan – strike outs and underlines

XIII. CAPITAL FACILITIES

Table CF-8BCF-10B
Capital Facilities Plan: Surface Water Utility Projects

SOURCES OF FUNDS

<i>Revenue Type</i>	<i>Revenue Source</i>	<i>2013</i>	<i>2014</i>	<i>2015</i>	<i>2016</i>	<i>2017</i>	<i>2018</i>	<i>Six-Year Total</i>
Local	Surface Water Utility Rates	1,588,000	1,588,000	1,588,000	1,588,000	1,588,000	1,588,000	9,528,000
Local	Reserves	3,485,300	53,100	50,000		50,000		3,638,400
External	External Sources	168,000	168,000					336,000
Total Sources		5,241,300	1,809,100	1,638,000	1,588,000	1,638,000	1,588,000	13,502,400

USES OF FUNDS

Funded Projects

<i>Project Number</i>	<i>Project Title</i>	<i>2013</i>	<i>2014</i>	<i>2015</i>	<i>2016</i>	<i>2017</i>	<i>2018</i>	<i>Six-Year Total</i>
SD-0047	Annual Replacement of Aging/Failing Infrastructure	-200,000	-200,000	-200,000	-200,000	-200,000	-200,000	-1,200,000
SD-0048	Cochran Springs/Lake Washington Blvd Crossing Enh.		340,000	667,100	450,000			1,457,100
SD-0051	Forbes Creek/KC Metro Access Road Culvert Enh.					688,000	370,700	1,058,700
SD-0053	Forbes Creek/Goors Pond Channel Grade Controls						164,700	164,700

Revised Capital Facilities Plan – strike outs and underlines

XIII. CAPITAL FACILITIES

SD-0058	Surface Water Sediment Pond Reclamation Phase II			497,600	238,000			735,600
SD-0059	Totem Lake Boulevard Flood Control Measures	302,800	1,048,000					1,350,800
SD-0067	NE 129th Place/Juanita Creek Rockery Repair			223,300				223,300
SD-0075	Totem Lake Twin 42 Inch Culvert Replacement	4,347,000						4,347,000
SD-0076	NE 141st Street/111th Avenue NE Culvert Repair	181,500						181,500
SD-0077	Goat Hill Storm Drainage Repair		153,700					153,700
SD-0078	Billy Creek Ravine Stabilization Phase II		67,400					67,400
SD-0079	Public Safety Building Stormwater Quality Demonstration	160,000						160,000
SD-0081	Neighborhood Drainage Assistance Program (NDA)	50,000		50,000		50,000		150,000
SD-8888	Annual Streambank Stabilization Program				350,000	350,000	425,000	1,125,000
SD-9999*	Annual Surface Water Infrastructure Replacement Program				350,000	350,000	427,600	1,127,600
<i>Total Funded Surface Water Utility Projects</i>		5,241,300	1,809,100	1,638,000	1,588,000	1,638,000	1,588,000	13,502,400

<i>SURPLUS (DEFICIT) of Resources</i>	-	-	-	-	-	-	-	-
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*These projects provide new capacity towards levels of service.

Revised Capital Facilities Plan – strike outs and underlines

XIII. CAPITAL FACILITIES

Table CF-9CF-11
Capital Facilities Plan: Parks Projects

SOURCES OF FUNDS

<i>Revenue-Type</i>	<i>Revenue-Source</i>	<i>2013</i>	<i>2014</i>	<i>2015</i>	<i>2016</i>	<i>2017</i>	<i>2018</i>	<i>Six-Year-Total</i>
Local	Real Estate Excise Tax	718,000	740,000	762,000	785,000	808,000	832,000	4,645,000
Local	Reserves	-100,000						-100,000
Local	2012 Parks Levy	725,000	1,125,000	1,250,000	1,250,000	1,250,000	1,250,000	6,850,000
External	Grant (State of Washington)						500,000	500,000
<u>Local</u>	<u>Impact Fees</u>							
Total Sources		1,543,000	1,865,000	2,012,000	2,035,000	2,058,000	2,582,000	12,095,000

USES OF FUNDS

Funded Projects

<i>Project-Number</i>	<i>Project Title</i>	<i>2013</i>	<i>2014</i>	<i>2015</i>	<i>2016</i>	<i>2017</i>	<i>2018</i>	<i>Six-Year-Total</i>
PK-0049	Open Space, Park Land & Trail Acq Grant Match Program	100,000						-100,000
PK-0066	Park Play Area Enhancements			50,000	50,000	50,000	50,000	200,000

Revised Capital Facilities Plan – strike outs and underlines

XIII. CAPITAL FACILITIES

PK-0087- 400#	Waverly Beach Park Renovation	500,000						500,000
PK-0095- 200	Heritage Park – Heritage Hall Renovations	50,000						50,000
PK—0113 400	Spinney Homestead Park Renovation	443,000						443,000
PK—0114 404	Mark Twain Park Renovation (Design)					75,000		75,000
PK-0115	Terrace Park Renovation	75,000	440,000					515,000
PK—0116 400	Lee Johnson Field Lighting Replacements	150,000						150,000
PK-0119	Juanita Beach Park Development Phase 2					400,000	1,207,000	1,307,000
PK—0119 400#	Juanita Beach Bathhouse Replacement		200,000		1,000,000			1,200,000
PK-0121	Green Kirkland Forest Restoration Program	75,000	75,000	75,000	75,000	75,000	75,000	-450,000
PK-0131	Park and Open Space Acquisition Program					508,000		508,000
PK—0133 400#	Dock and Shoreline Renovations					669,000	696,000	1,365,000
PK—0133 200#	City-School Playfield Partnership					500,000	500,000	1,000,000
PK—0133 300#	Neighborhood Park Land Acquisition	475,000	375,000			750,000	750,000	2,350,000
PK—0133 400#	Edith Mountain Park Renovation	100,000	100,000	800,000				1,000,000
PK-0134	132nd Park Playfields Renovation	75,000		637,000				712,000

Revised Capital Facilities Plan – strike outs and underlines

XIII. CAPITAL FACILITIES

PK-0138 Everest Park Restroom/Storage Building Replacement 75,000 660,000 735,000

Total Funded Parks Projects 1,543,000 1,865,000 2,012,000 2,035,000 2,058,000 2,582,000 12,095,000

SURPLUS (DEFICIT) of Resources	-	-	-	-	-	-	-
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*These projects provide new capacity towards levels of service.

**Table CF-10CF-12
Capital Facilities Plan: Public Safety Projects**

SOURCES OF FUNDS

Revenue Type	Revenue Source	2013	2014	2015	2016	2017	2018	Six-Year Total
Local	General Fund	902,100	599,500	87,300	219,800	471,600	42,600	2,322,900
Total Sources		902,100	599,500	87,300	219,800	471,600	42,600	2,322,900

**USES OF FUNDS
Funded Projects**

Project Number	Project Title	2013	2014	2015	2016	2017	2018	Six-Year Total
PS-0067*	Dive Rescue Equipment Replacement		55,000					55,000
PS-0071*	Self-Contained Breathing Apparatus (SCBA)	741,600						741,600

Revised Capital Facilities Plan – strike outs and underlines

XIII. CAPITAL FACILITIES

PS-0075	Portable Radios					347,000		347,000
PS-0076	Personal Protective Equipment		518,200					518,200
<i>Subtotal Funded Fire and Building Projects</i>		741,600	573,200	-	-	347,000	-	1,661,800
PS-1000	Police Equipment Replacement	160,500	26,300	87,300	219,800	124,600	42,600	661,100
<i>Subtotal Funded Police Projects</i>		160,500	26,300	87,300	219,800	124,600	42,600	661,100
Total Funded Public Safety Projects		902,100	599,500	87,300	219,800	471,600	42,600	2,322,900
SURPLUS (DEFICIT) of Resources		-	-	-	-	-	-	-

Revised Capital Facilities Element – Clean Copy

XIII. CAPITAL FACILITIES

A. INTRODUCTION

Purpose of the Capital Facilities Plan

The Capital Facilities Element is a six-year plan for fully funded capital improvements that supports the City's current and future population and economy. The principal criteria for identifying needed capital improvements are level of service standards (LOS). The Capital Facilities Element contains level of service standards for each public facility, and requires that new development be served by adequate facilities. The element also contains broad goals and specific policies that guide implementation of adequate public facilities.

The purpose of the Capital Facilities Element is three-fold:

- (1) To establish sound fiscal policies to guide Kirkland in planning for public facilities;
- (2) Identify facilities needed to support growth and development consistent with the policies of the Comprehensive Plan; and
- (3) Establish adopted standards for levels of service.

What is a capital facility or capital improvement project?

Capital improvements include: the construction of new facilities; the expansion, large-scale renovation, or replacement of existing facilities; and the acquisition of land or the purchase of major pieces of equipment, including major replacements funded by the equipment rental fund or those that are associated with newly acquired facilities.

A capital improvement must meet all of the following criteria:

- ◆ It is an expenditure that can be classified as a fixed asset.
- ◆ It has an estimated cost of \$50,000 or more (with the exception of land).
- ◆ It has a useful life span of 10 years or more (with the exception of certain equipment which may have a short life span).

Revised Capital Facilities Element – Clean Copy

XIII. CAPITAL FACILITIES

Why plan for capital facilities?

GROWTH MANAGEMENT

Capital facilities plans are required in the Comprehensive Plan in order to:

- ◆ Provide capital facilities for land development that is envisioned or authorized by the Land Use Element of the Comprehensive Plan.
- ◆ Maintain the quality of life for the community by establishing and maintaining level of service standards for capital facilities.
- ◆ Coordinate and provide consistency among the many plans for capital improvements, including other elements of the Comprehensive Plan, master plans and other studies of the local government, plans for capital facilities of State and/or regional significance, plans of other adjacent local governments; and plans of special districts.
- ◆ Ensure the timely provision of adequate facilities as required in the GMA.
- ◆ Document all capital projects and their financing.

The Capital Facilities Element is the element that guides the City in the construction of its physical improvements. By establishing levels of service as the basis for providing capital facilities and for achieving concurrency, the Element determines the quality of improvements in the community. The requirement to fully finance the Capital Facilities Plan or revise the Land Use Plan provides the basis for financing the vision of the Plan.

GOOD MANAGEMENT

Planning for major capital facilities and their costs enables the City to:

- (a) Identify the need for facilities and funding source to pay for facilities;
- (b) Estimate eventual operation and maintenance costs of new capital facilities that impact budgets;
- (c) Take advantage of sources of revenue; and
- (d) Improve ratings on bond issues when the City borrows money for capital facilities that reduces interest rates and the cost of borrowing money.

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XIII. CAPITAL FACILITIES

Capital Facilities Element vs. Capital Improvement Program

The Capital Facilities Element contains goals and policies to guide construction of capital improvements to provide new capacity to accommodate growth and ensure that the City's existing infrastructure is maintained. The Capital Facilities Element also contains the Capital Facilities Plan (CFP) that consists of capital projects needed to maintain the adopted level of service standards. The goals and policies in the Capital Facilities Element establish the need for the projects in the Capital Facilities Plan (CFP).

The City's Capital Improvement Program (CIP) addresses construction and acquisition of major capital facilities. Similar to the CFP, the CIP includes projects that provide new capacity to maintain level of service standards. The CIP also includes maintenance, repair, and replacement projects that do not add new capacity but preserve existing infrastructure. The CIP contains both funded and unfunded projects. The Capital Facilities Element, on the other hand, must be balanced – all projects must have an identified funding source.

Capital Facilities Element vs. Neighborhood Plans

Many of the neighborhood plans identify desired pedestrian, bicycle and park improvements that reflect the interests of residents in those neighborhoods. These improvements are a result of the public process in developing the plans. Some of these desired improvements may be completed with land use development while others may be included in projects funded through grants. Some projects may lack funding sources in the foreseeable future. As projects are prioritized for the CFP and CIP, consideration should be given to funding these desired improvements where appropriate and feasible.

Explanation of Levels of Service

Levels of service (LOS) are usually quantifiable measures of the number, size and extent of public facilities that are provided to the community. Levels of service may also measure the quality of some public facilities. The measurement in level of service varies by the type of facility and may be changed if the City chooses to take a different approach to the way that LOS is measured. Examples of measurements are response time for fire and emergency service, and gallons per day to each customer for water and sewer.

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XIII. CAPITAL FACILITIES

Setting the Standards for Levels of Service

The GMA requires the Capital Facilities Plan to be based on standards for service levels that are measurable and financially feasible. Level of service standards are measures of the quality of life of the community. The standards should be based on the community's vision of its future and its values.

Community values and desires change and evolve, and funding levels fluctuate; therefore, adjustments to level of service standards will be required over time. The challenge is to balance the need for reliability on timely completion of improvements with being responsive to changing conditions. In addition to the level of service standards, the Vision Statement, Guiding Principles and other goals and policies in the Plan should also be considered when making decisions on capital improvement projects and facilities.

What is concurrency?

The concurrency requirement in the Growth Management Act mandates that capital facilities be coordinated with new development or redevelopment. Kirkland's concurrency ordinance fulfills this requirement. The City has determined that roads, water and sewer facilities must be available concurrent with new development or redevelopment. This means that adequate capital facilities must be finished and in place before, at the time, or within a reasonable time period following the impacts of development. For water and sewer, adequate capital facilities are those facilities which have the capacity to serve the development without decreasing the adopted levels of service for the community below accepted standards. For roads, adequate capital facilities is completion of a portion of the transportation network for each modes at a given time.

For water and sewer, concurrency is determined by comparing the available capacity of the facilities to the capacity to be used by new development. Capacity is determined by the City's adopted LOS standards. If the available capacity is equal to or greater than the capacity to be used by new development, then concurrency is met. If the available capacity is less than the capacity to be used by new development, then concurrency is not met. For roads, concurrency measure the balance between new growth and construction of the transportation network for each mode over the course of a 20-year period. Time is the basis for evaluating the level of completion. Policy CF-6.2 below addresses what options are available to the developer and/or by the City if concurrency is not met.

Meeting concurrency requires a balancing of public and private expenditures. Private costs are generally limited to the services directly related to a particular development. The City is responsible for maintaining adequate system capacity that will meet adopted LOS standards.

Revised Capital Facilities Element – Clean Copy**XIII. CAPITAL FACILITIES**

Relationship to Other Elements

The Capital Facilities Plan ensures that the public facilities needed to support many of the goals and policies in the other elements are programmed for construction. Level of service standards for capital facilities are derived from the growth projections contained within the Land Use Element. The Land Use Element also calls for phasing increases in residential and commercial densities to correspond with the availability of public facilities necessary to support new growth. The Capital Facilities Element also ensures that the residential development identified in the Housing Element is supported by adequate improvements.

The Capital Facilities Element is also supported by the Transportation, Environment, Utilities, Public Services and Parks, Recreation and Open Space Elements. Each of these supporting elements provide the policy direction for the level of service standards, project lists and funding plan to pay for and construct the physical improvements identified in this chapter.

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XIII. CAPITAL FACILITIES

**B. CAPITAL FACILITIES
GOALS AND POLICIES**

Goal CF-1: Contribute to the quality of life in Kirkland through the planned provision of public capital facilities and utilities.

Goal CF-2: Implement sustainable development principles with the design and construction of public facilities.

Goal CF-3: Provide a variety of responses to the demands of growth on capital facilities and utilities.

Goal CF-4: Identify level of service standards that ensure adequate public facilities to serve existing and future development.

Goal CF-5: Ensure that water, sewer, and transportation facilities necessary to support new development are available and adequate, and concurrent with new development, based on the City's adopted level of service standards.

Goal CF-6: Provide needed public facilities that are within the ability of the City to fund or within the City's authority to require others to provide.

Goal CF-7: Ensure that the Capital Facilities Element is consistent with other city, local, regional, and state adopted plans.

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XIII. CAPITAL FACILITIES

CAPITAL FACILITIES FOR QUALITY OF LIFE

One of the basic premises of this Element is that the provision of public facilities contributes to our quality of life. Fire stations, roads, bicycle and pedestrian systems, parks, and other facilities are a physical reflection of community values. The challenge is in keeping up with the demands for new or enhanced facilities as growth occurs or as needs change.

Goal CF-1: Contribute to the quality of life in Kirkland through the planned provision of public capital facilities and utilities.

Policy CF-1.1:

Determine needed capital facilities and utilities based on adopted level of service and forecasts of growth in accordance with the Land Use Element.

Levels of service are measurements of the quantity and quality of public facilities provided to the community. By comparing the inventory of existing facilities to the amount required to achieve and maintain the level of service standard, the needs for capital facilities can be determined.

Policy CF-1.2:

Design public facilities to be sensitive in scale and design with surrounding uses, and to incorporate common design elements which enhance a sense of community and neighborhood identity.

As the Vision Statement and Guiding Principles describe, a high priority for Kirkland residents is maintaining and enhancing Kirkland's strong sense of community and neighborhood identity. To achieve this, it is important that public facilities are compatible in building height, bulk, and materials with adjacent uses.

Policy CF-1.3:

Encourage public amenities and facilities which serve as catalysts for beneficial development.

One of the Guiding Principles strives to promote a sustainable and resilient economy. Certain public facilities, such as parks, utility lines, bicycle lanes, pedestrian walkways and roads add to the economic viability of surrounding private development. By providing these improvements, the City creates an environment which attracts desirable economic activities and supports the business community.

Policy CF-1.4:

Protect public health and environmental quality through the appropriate design and construction of public facilities and through responsible maintenance and operating procedures.

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XIII. CAPITAL FACILITIES

As the Vision Statement and Guiding Principles describe, another high priority for Kirkland residents is protecting the environment. By designing, installing, and maintaining public facilities that are protective of the natural and built environment, the City can take leadership in preserving the natural systems and features and maintaining the urban tree and vegetation canopy in Kirkland.

Goal CF-2: Implement sustainable development principles with the design and construction of public facilities.

Policy CF-2.1:

Promote conservation of energy, water, and other natural resources and reduce waste in the location, design of public facilities and utilities using a variety of techniques, including low impact development and sustainable development practices.

Through the location, design and operation of public facilities and utilities, the City can conserve energy, water, and other natural resources, minimize impacts to the natural and built environment and reduce waste. The City can be cost-effective with its public facilities by establishing conservation programs in City buildings for energy consumption, materials equipment usage, and constructing buildings based on sustainable development practices. The practices include integrated building and site design, reduced impervious surface, reused waste water for irrigation, alternative sidewalk design, and landscaping used to reduce heat emissions and filter surface runoff. Other measures can be taken, such as increasing energy efficiency in street lights and signals, incorporating sustainable measures into roads, sewer and stormwater projects, and maintaining facilities. See the Built Environment section in the Environment Chapter for additional goals and policies on sustainable practices for public facilities.

Policy CF-2.2:

Use life cycle cost analysis to determine the most cost-effective facility design and construction strategies over the life time of a public facility.

Life Cycle Cost Analysis (LCCA) is a process of evaluating the economic cost of a facility over its lifetime. LCCA balances the initial monetary investment with the long term cost of owning, operating, and maintaining a facility. LCCA analysis looks at the trade-offs between low initial costs and long-term cost savings, determines the most cost-efficient facility design and construction strategies, and calculates how long it will take for a specific design to pay back its incremental cost. The cumulative cost of operating and maintaining facilities is considered in the LCCA analysis. Over the long run, LCCA analysis would reduce total cost of facility ownership resulting in a cost savings to the City.

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XIII. CAPITAL FACILITIES

RESPONSE TO GROWTH

The Growth Management Act requires that the City accommodate its fair share of the forecasted regional growth and, at the same time, provide and maintain acceptable level of service standards that are financially feasible. The Act also requires that the City ensures that the public facilities and services necessary to support development are available for occupancy and use without decreasing the adopted level of service standards.

Goal CF-3: Provide a variety of responses to the demands of growth on capital facilities and utilities.

Policy CF-3.1:

Concentrate land use patterns to encourage efficient use of transportation, water, sewer and surface water management facilities and solid waste, police, and fire protection services in order to reduce the need to expand facilities and services.

Land use patterns, including density, location, type and, mix of uses, affect the demands on all public facilities and the levels of service provided to each neighborhood. One example is encouraging new development or redevelopment where public facilities already exist which may alleviate the need for constructing new facilities.

Note: Policy CF 2.2 is integrated into Policy 2.1 under new Goal CF-2.

Policy CF-3.2:

Provide additional public facility capacity consistent with available funding when existing facilities are used to their maximum level of efficiency.

Before additional facilities are built, existing facilities should be used to the maximum extent possible by efficient scheduling and demand management. When increased capacity is warranted, costly retrofits should be avoided by incorporating all improvements up front. For example, the addition of bike lanes and pedestrian walkways identified in the City's Transportation Master Plan and Active Transportation Plan should be included when streets are widened, or newly constructed.

Policy CF-3.3:

If all other responses to growth fail, then restrict the amount and/or location of new development in order to preserve the level of service of public facilities and utilities.

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XIII. CAPITAL FACILITIES

The Growth Management Act provides that funding and LOS standards can be adjusted to accommodate new development or redevelopment and still meet the concurrency test (see discussion in the Introduction, “What is concurrency?” in this Element). However, if these adjustments are unacceptable, then the amount, location, or phasing of new development should be restricted.

Level of Service Standards and Concurrent Provision of Adequate Public Facilities

Level of service standards are the benchmark the City uses to determine the adequacy of public facilities to serve existing and new development. The City may choose the level of service standards it desires, but they must be achievable with existing facilities plus any additional capital improvement projects identified in the Comprehensive Plan.

Goal CF-4: Identify level of service standards that ensure adequate public facilities to serve existing and future development.

The Capital Facilities Plan includes project lists and a financing plan to assure that adequate public facilities can be provided concurrent with their demands. The City must ensure that the improvements are made in a timely manner so as to not jeopardize concurrency requirements. One of the basic goals of GMA is to ensure that growth does not outpace the demand for public facilities. In that sense, the community is assured that its infrastructure needs are met when development occurs.

SEWER AND WATER FACILITIES

Water and sewer facilities are essential to public health. Therefore, they must be available and adequate upon first use of development. The Growth Management Act permits up to six years to achieve standards for transportation facilities after new development is completed.

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XIII. CAPITAL FACILITIES

Policy CF-4.1:

Use the following level of service standards for determining the need for public sewer and water facilities:

Table CF-1
Sewer and Water Level of Service

Facility	Standard
Water distribution for residential use:	103 gallons per day person
Water distribution for all other uses (irrigation, business and fire suppression):	249 gallons per day per person (includes 1.5 million gallons for fire storage)
Sanitary sewer collection	100 gallons per day per person

Sewer and water facilities are essential to the protection and enhancement of public health and thus are tied directly to concurrency requirements. While the City does not provide the source for water, nor the treatment for sewer, level of service standards are used to determine the capacity of facilities to accommodate growth at the local and regional level.

TRANSPORTATION FACILITIES ***(INCLUDING TRANSIT)***

Policy CF-4.2: Transportation Level of Service

Use the following level of service standards for determining the need for transportation facilities, including auto, bicycle and pedestrian improvements, and transit service:

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XIII. CAPITAL FACILITIES

Table CF-2

Transportation Level of Service

Level of Completion Area	What is to be completed with the 20 year plan
Maintain: Pavement condition	All collector and arterial streets have new surface.
Walk: School Walk Routes	Sidewalk on one side of school walk routes on collector and arterial streets.
Walk: 10 minute neighborhoods	Sidewalk on one side of collector and arterial streets in highest scoring 10 minute neighborhood routes.
Walk: Crosswalks	Upgrade 85 crosswalks on arterials that have limited improvements and 71 crosswalks with poor lighting.
Bike: On-street bike lanes	Improve the bike system to better than 5' wide unbuffered lanes.
Bike: Greenway network	Complete the greenway network ¹
Transit: Passenger environment	Improve lighting, shelters, etc. at 30 highest ridership locations.
Transit: Speed and reliability	Transit signal priority at 45 intersections ² on high priority transit routes.
Auto: Intelligent Transportation System (ITS)	Improvements to ITS system ³ including connecting signals, parking technology, advance control methods, and improved traveler information.
Auto: Capacity projects	NE 132 nd Street: intersection and street projects 100 th Avenue: design and construction Interchange design/development Juanita Drive: auto improvements

Level of service standards for each mode in Table CF-2 primarily address completeness of various aspects of the transportation network, in order to complement the concurrency system and to directly measure standard for which the city has control. Therefore, the City uses the term “level of completion” in place of “level of service” when referring to the actual measure. The Growth Management Act requires that the City use the term “level of service” for the overall approach. The level of completion choices made for each mode is aligned with the proposed 20-year network project list as shown in the table below. Time is the basis for evaluating the level of completion. Level of completion measures the rate of project completion over the course of the 20- year period. See Transportation Element for more on Level of Service standards.

Other Public Facilities

The “concurrency” requirement does not apply to the facilities listed in Table CF-3. New development will not be denied based on the standard found in Table CF-3. However, mitigation, impact fees, or other developer contributions may be required to meet the standards for the public facilities found in Table CF-3 for level of service.

Policy CF-4.3:

Use the following level of service standards to determine the need for public facilities:

¹ Excludes two bridges over I-405

² Placeholder improvements pending completion of transit plan

³ Improvements beyond work currently funded

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XIII. CAPITAL FACILITIES

**Table CF-3
Six-Year Public
Facilities Level of
Service for Surface
Water Management,
Fire and EMS, and
Park**

Facility	Standard
Surface water management	Conveyance, flow control, and water quality treatment per the Stormwater Management Manual for Western Washington or equivalent to prevent flooding, and protect water quality, and habitat in streams and lakes
Fire and EMS	Response times: <ul style="list-style-type: none"> • Emergency medical: 5 minutes to 90% of all incidents • Fire suppression: 5.2 minutes to 90% of all incidents
Park	\$____ per person (see note below)

Note: Park Level of Service - Dollar amount spent per person will be determined based on Park Impact Rate study prepared in summer-fall 2015 with final number standard by City Council in December 2015.

Although the above level of service standards are not tied directly to concurrency requirements, they are important to the City's functioning and the City should strive to meet or exceed them. The LOS standards identified here are one factor to consider when making decisions on these types of capital projects. Other factors which should be considered are community goals and values, system connections, such as trails, sidewalks, and pathways, and location and proximity to population served.

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XIII. CAPITAL FACILITIES

Policy CF-4.4:

Provide, or arrange for others to provide, the capital improvements listed in this Capital Facilities Plan needed to achieve and maintain standards adopted in this Plan.

While the City is responsible for its Capital Improvement Program, in many cases, capital facilities are provided by others – such as the State, developers, or special districts. The City should coordinate the provision of these facilities in order to ensure that the levels of service identified in the plan can be achieved.

CONCURRENCY

Goal CF-5: Ensure that water, sewer, and transportation facilities necessary to support new development are available and adequate concurrent with new development, based on the City’s adopted level of service standards.

Policy CF-5.1:

Monitor the levels of service for water, sewer and transportation facilities and ensure that new development does not cause levels of service to decline below the adopted standards.

The City should evaluate the capacity needs of new development against existing or planned capacity to ensure that the adopted levels of service are maintained for water, sewer, and transportation.

Policy CF-5.2:

Ensure levels of service for water and sewer are adequate no later than occupancy and use of new development.

Water and sewer facilities are essential to public health; therefore they must be available and adequate upon first use of development.

Policy CF-5.3:

Ensure levels of service for road facilities are met no later than six years after occupancy and use of new development.

The Growth Management Act allows up to six years achieving standards for transportation facilities because they do not threaten public health, are very expensive, and are built in large “increments.”

Concurrency is a benchmark for determining the extent to which new development must address the impacts that it creates on selected facilities: water, sewer and roads. If concurrency is not met, several options or a combination thereof are available to meet concurrency:

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XIII. CAPITAL FACILITIES

- (a) Improve the public facilities to maintain the levels of service; or
- (b) Revise the proposed development to reduce impacts to maintain satisfactory levels of service; or
- (c) Phase the development to coincide with the availability of increased water, sewer, and transportation facilities.

FUNDING AND FINANCIAL FEASIBILITY

Financial feasibility is required for capital improvements by the Growth Management Act. Estimates for funding should be conservative and realistic based on the City’s historical track record. Financial commitments should be bankable or bondable. Voter-approved revenue, such as bonds, may be used, but adjustments must be made if the revenue is not approved. Adjustments can include substituting a different source of revenue, reducing the level of service, and/or reducing the demand for public facilities.

In addition, facilities should not be built if the provider cannot afford to operate and maintain them or to arrange for another entity to operate and maintain the facilities.

Goal CF-6: Provide needed public facilities that are within the ability of the City to fund or within the City’s authority to require others to provide.

Policy CF-6.1:

Base the Capital Facilities Plan on conservative estimates of current local revenues and external revenues that are reasonably anticipated to be received by the City.

Financial feasibility is required for capital improvements, and “financial commitments” are required for transportation improvements. Estimates for funding should be conservative and realistic based on the City’s historical track record. The forecasts need not be the most pessimistic estimate, but should not exceed the most likely estimate. “Financial commitments” should be bankable or bondable.

Policy CF-6.2:

Consider adjustments to the adopted levels of service, land use plan and/or revenue sources if funding is not available to finance capacity projects for capital facilities and utilities.

If projected funding is inadequate to finance needed capital facilities and utilities based on adopted level of service standards and forecasted growth, the City should make adjustments to one or more of the following areas: level of service, Land Use Element, sources of revenue and/or timing of projects.

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XIII. CAPITAL FACILITIES

If new development would cause levels of service to decline, the City may allow future development to use existing facilities (thus reducing levels of service), or reduce future development (in order to preserve levels of service), or increase revenue (in order to purchase facility level of service to match future development). Naturally, the City can use a combination of these three strategies.

Policy CF-6.3

Use a variety of funding sources to finance facilities in the Capital Facilities Plan.

The City's first choice for financing future capital improvements is to continue using existing sources of revenue that are already available and being used for capital facilities. These sources may include gas tax, business licenses, utility connection charges, utility rates, roads and park levies, reserves, general funds, real estate exercise tax, interest income, debt, impact fee for roads and parks, grants and infrastructure financing programs.

If these sources are inadequate, the City will need to explore the feasibility of additional revenues.

The second quarter percent real estate tax is limited by state law to capital improvements for streets, roads, highways, sidewalks, street and road lighting systems, traffic signals, bridges, domestic water systems, sanitary sewer systems, and parks and recreational facilities, but not land acquisition for parks or recreational facilities. Local ordinance requires that the second quarter percent real estate tax must be used to fund transportation projects.

Impact fees are subject to a number of limitations in State law:

- ◆ Impact fees are authorized only for roads, parks, fire protection, and schools.
- ◆ There must be a balance between impact fees and other sources of public funds; the City cannot rely solely on impact fees.
- ◆ Impact fees can only be imposed for system improvements which:
 - (a) Reasonably relate to the new development;
 - (b) Do not exceed a proportionate share of the costs related to the new development;
 - (c) Are used to reasonably benefit the new development; and
 - (d) Are not for existing deficiencies.
- ◆ Impact fee rates must be adjusted to reflect the payment of other taxes, fees, and charges by the development that are used for the same system improvements as the impact fee.
- ◆ Impact fees may serve in lieu of some of the facilities required to be provided by developers.

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XIII. CAPITAL FACILITIES

Impact fees for roads have replaced, in most cases, mitigation fees and concomitant agreements collected under the State Environmental Policy Act (SEPA) to create a more simplified and predictable system.

Policy CF-6.4:

Utilize the surface water utility to fund projects needed to meet established level of service standards.

One method for financing surface water management is a utility-based service charge. Municipal surface water utilities are established under Chapter 35.67 RCW and are funded through a monthly service charge. Rates are based on a charge per equivalent residential unit or on impervious area for commercial and industrial properties.

Policy CF-6.5:

Match revenue sources to capital projects on the basis of sound fiscal policies.

Sound fiscal policies include (a) cost effectiveness, (b) prudent asset and liability management, (c) limits to the length of financing to the useful life of the project, (d) efficient use of the City's borrowing capacity, and (e) maximize use of grants and other nonlocal revenues.

Policy CF-6.6:

Arrange for alternative financial commitments in the event that revenues needed for concurrency are not received from other sources.

The concurrency facilities (water, sewer, and transportation) must be built, or else desirable development that is allowed in the Comprehensive Plan may be denied. If the City's other financing plans for these facilities do not succeed, the City must provide a financial safety net for these facilities. One source of funding that is available at the discretion of the City Council is councilmanic bonds or revenue bonds (for utilities). The only disadvantage of these bonds is that their repayment is from existing revenues (that are currently used for other purposes which will be underfunded by the diversion to repayment of councilmanic bonds).

Policy CF-6.7:

Revise the financing plan in the event that revenue sources that require voter approval in a referendum are not approved.

The financing plan can use revenues that are subject to voter approval, such as bonds, but the plan must be adjusted if the revenue is not approved. Adjustments can include substituting a different source of revenue, reducing the level of service, and/or reducing the demand for public facilities.

Policy CF-6.8:

Ensure that the ongoing operating and maintenance costs of a capital facility are financially feasible prior to constructing the facility.

Facilities should not be built if the provider cannot afford to operate and maintain them.

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XIII. CAPITAL FACILITIES

Policy CF-6.9:

Ensure that new development pays a proportionate share of the cost of new facilities needed to serve such development, including transportation facilities, parks, or the extension of water and sewer lines as needed to serve the development proposal.

New development should contribute its proportionate share of the cost of facilities needed by the development. The contribution may be in the form of installing the improvements (i.e., extension of utility lines), a contractual agreement to contribute towards the installation of the facilities upon determination of need by the City, or in cash.

Policy CF-6.10:

Where appropriate, the City may use local improvement districts or latecomer fees to facilitate the installation of public facilities needed to service new development.

Some new development may be able to fulfill its obligation by creating a special district. Others may be required to build or pay for entire facilities, such as a new road to serve their development, but they may recoup some of the cost from other subsequent development through “latecomer”) agreements that use the excess capacity created by the new public facility.

CONSISTENCY WITH OTHER PLANS

Many of Kirkland’s public facilities and utilities are integrally connected with other local and regional systems, such as water, sewer, surface water management, and fire and emergency management. In addition, parts of Kirkland receive water and sewer service from separate utility districts.

The Growth Management Act requires close coordination among local, regional, and State plans and programs. This requirement assumes that each jurisdiction is part of a larger whole and that the actions of one affect and are affected by the actions of other jurisdictions.

Policy CF-6.11:

Where appropriate, the City may use infrastructure financing programs to fund capital improvements in areas designated for growth.

When partnering with King County on regional Transfer Development Rights (TDR) efforts, the City may require King County to provide funding for capital projects in neighborhoods accepting increased development capacity through TDR, such as transportation and park improvements.

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XIII. CAPITAL FACILITIES

Goal CF-7: Ensure that the Capital Facilities Element is consistent with other City, local, regional, and State adopted plans.

The following documents have been reviewed and taken into consideration during the development of the Capital Facilities Element. These are considered to be “functional or management plans.” They are intended to be more detailed, often noting technical specifications and standards. They are designed to be an implementation tool rather than a policy-guiding document.

Table CF-4
Functional and Management Plans

City of Kirkland Fire Protection Master Plan
City of Kirkland Comprehensive Water Plan
City of Kirkland Comprehensive Sewer Plan
City of Kirkland Capital Improvement Programs
City of Kirkland Surface Water Master Plan
City of Kirkland Transportation Master Plan
City of Kirkland Active Transportation Plan
City of Kirkland Commute Trip Reduction Basic Plan
City of Kirkland Natural Resource Management Plan
City of Kirkland Urban Forestry Strategic Management Plan
City of Kirkland Parks, Recreation and Open Space Plan
City of Kirkland Downtown Strategic Plan
City of Kirkland Housing Strategy Plan
City of Kirkland Climate Protection Action Plan
City of Kirkland Shoreline Master Program

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XIII. CAPITAL FACILITIES

King County Solid Waste Division Comprehensive Solid Waste Management Plan
Northshore Utility District Comprehensive Water Plan
Northshore Utility District Sewer and Water Plan
Woodinville Water District Plan
Lake Washington School District Capital Facilities Plan

Policy CF-7.1:

In the event of any inconsistency between the City’s Comprehensive Plan and a functional or management plan, the Comprehensive Plan will take precedence.

As required under the Growth Management Act, the Comprehensive Plan is the overall plan to which all other functional plans must be consistent. Table C-4 above lists the City’s major functional and management plans. As functional and management plans are updated, they may result in proposed revisions to the Comprehensive Plan.

Policy CF-7.2:

Reassess the Comprehensive Plan annually to ensure that capital facilities needs and utilities needs, financing and level of service are consistent, and that the plan is internally consistent.

The Growth Management Act requires that the Comprehensive Plan be reviewed on an annual basis to determine if the adopted level of service standards are still appropriate, if the capital facilities and utilities needs are being met, and if the financing plan is balanced. Also, the Capital Facilities Element must be revised as necessary to ensure consistency with other Plan elements.

Policy CF-7.3:

Coordinate with non-City providers of public facilities on a joint program for maintaining adopted levels of service standards, concurrency requirements, funding, and construction of shared public facilities.

To assure that all Kirkland residents are provided comparable levels of service, the City should work with the non-City providers to agree on LOS standards, to implement and fund programs to meet those LOS standards, and establish consistent concurrency requirements.

Policy CF-7.4:

Ensure the efficient and equitable siting of essential regional capital facilities through cooperative and coordinated planning with other jurisdictions within the region.

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XIII. CAPITAL FACILITIES

As required by the Growth Management Act, the City must facilitate the siting of essential regional facilities that need to locate in Kirkland. In Goal LU-8 and its related policies under the Land Use Element, the City sets forth criteria and processes for siting of regional facilities.

C. CAPITAL FACILITIES PLAN

Introduction

The following Tables CF-5 through CF-10 list the capital improvement projects for the six-year planning period for transportation, utilities, parks, and public safety and a six-year period for transportation projects beyond the six-year planning period. In each table, the projects are grouped into one or more of the three categories: funded projects, utility funded projects, and bond projects.

The cost of each capital improvement project is shown in real dollars with expected inflation according to project category allied in future years.

Most of the funded projects for transportation and utilities are needed to meet the adopted six-year LOS standards for concurrency. In addition, many of the capital improvement projects listed will meet the adopted LOS standards, eliminate existing deficiencies, make available adequate facilities for future growth, and repair or replace obsolete or worn out facilities.

Projects

FUNDED PROJECTS – TRANSPORTATION, UTILITIES, STORMWATER, PARKS, AND FIRE AND EMERGENCY SERVICES

Transportation projects are found in Tables CF-5, CF-5A, CF-6 and CF-7. They include pedestrian, bicycle, street and traffic intersection improvements. Transportation grants require matching City funds so the City should provide the funds from the funding sources found in Policy CF-6.3. Here is a description of the transportation tables:

- ◆ Table CF-5 contains the funded six-year project list.

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XIII. CAPITAL FACILITIES

- ◆ Table CF-5A is a six-year financing plan for transportation projects beyond the adopted six-year Capital Facilities Plan.
- ◆ Table CF-6 contains both the funded and unfunded multi-year project list.
- ◆ Table CF-7 contains projects that are required to meet level of service standards for concurrency.

As priorities change and/or projects on Tables CF-5 and CF-5A are completed, projects from the multi-year list will be moved to these tables. Unfunded projects are included in the Capital Facilities Plan to be eligible for grants and to reflect future intent of projects to be added to the funded list. A descriptive list of multi-year transportation projects is found in the Transportation Element's Table T-5 (*note: table number to be updated to match number in Transportation Element*) and a map showing the location of the projects in Figure T-6 (*note: table number to be updated to match number in Transportation Element*)

Water, sewer and surface water utility projects are found in Tables CF-8A and CF-8B with all projects as funded.

Park projects are found in Table CF-9 with all projects as fully funded, including several funded with voter-approved bonds.

Fire protection and emergency services projects are found in Table CF-10 with all projects as funded.

Tables below will be revised to match tables in Capital Improvement Program under review this summer-fall 2015 by City Council

Tables CF-5 through CF-9

REVISED IMPLEMENTATION STRATEGIES – STRIKES OUT AND UNDERLINES

The vision statement, guiding principles, goals, and policies set forth in previous elements of the Comprehensive Plan together describe the desired type and character of growth in Kirkland during the next 20 years. They do not, however, tell us precisely how to create the kind of community envisioned by the Plan. Yet unless appropriate actions are taken, the plan will remain unrealized. Consequently, a strategy for how to implement the Plan is needed. It is the intent of this Element to provide such a strategy and identify the actions necessary to make the plan a success.

A. IMPLEMENTATION METHODS

There are a broad range of measures necessary to implement the Comprehensive Plan involving a wide variety of people and organizations. It is the responsibility of the City, however, to put in place the mechanisms that will promote the actions needed for implementation. Listed below are the methods that will be used to implement the Plan over the 20-year planning horizon.

Annual Plan Amendments. To keep the Comprehensive Plan current, it will be necessary to review and update it on a regular basis. At the very least, it will be necessary to annually consider amendments to the six-year projects list in the Capital Facilities Element. Other issues are likely to arise each year which can also be considered in the annual update.

Neighborhood Plans. An important part of the Comprehensive Plan are the plans for Kirkland's 15 neighborhoods. ~~Those plans have been prepared and updated over a period of years to address in detail issues relevant to each specific neighborhood. Regular update~~ Each Neighborhood Plan should be reviewed at least once between of the neighborhood plans should continue every two major Comprehensive Plan Updates or as needed given the Planning Department's work program and City Council priorities, both to maintain their currency and to bring them into compliance with the more recently adopted Plan ~~e~~Elements.

Functional and Management Plans. Referenced in the Comprehensive Plan, functional and management plans address in detail subjects more generally discussed in the Comprehensive Plan. ~~Existing functional plans include:~~ See Capital Facilities Element for list of City functional and management plans.

- ~~◆ Capital Improvement Program;~~
- ~~◆ Sewer Comprehensive Plan;~~
- ~~◆ Water Comprehensive Plan;~~
- ~~◆ Surface Water Master Plan;~~
- ~~◆ Park, Open Space and Recreation Plan;~~
- ~~◆ Fire Protection Master Plan;~~
- ~~◆ Active Transportation Plan;~~
- ~~◆ Natural Resource Management Plan;~~

REVISED IMPLEMENTATION STRATEGIES – STRIKES OUT AND UNDERLINES

- ◆ ~~Downtown Strategic Plan;~~
- ◆ ~~Housing Strategy Plan;~~
- ◆ ~~Redmond Fire Department Olympic Pipeline Response Plan.~~

Functional and management plans are both guided by and help to guide the Comprehensive Plan. ~~Theoretically,~~ ~~t~~The Comprehensive Plan sets the broad policy framework ~~which while the~~ functional and management plans ~~are more detailed~~~~address in more detail.~~ ~~In practice,~~ ~~h~~However, functional and management plans also raise issues and ideas ~~that~~~~which~~ help to shape Comprehensive Plan goals and policies. ~~Either way,~~ ~~g~~General consistency between the Comprehensive Plan and functional and management plans is important, as is regular updating of functional and management plans to maintain their currency.

Regulations. Regulations set the legal requirements for new development. The vast majority of the regulations are found in the Kirkland Zoning Code (including the official Zoning Map and shoreline management regulations), and ~~the~~ Subdivision Code ~~found in the Kirkland Municipal Code.~~ Local administration of the State Environmental Policy Act is also a regulatory tool. The Growth Management Act requires that development regulations must be consistent with the Comprehensive Plan. ~~;~~ ~~and to a large extent Kirkland's existing regulations already are consistent.~~ ~~Even so, update of~~ ~~Keeping~~ Kirkland's regulatory documents ~~updated for consistency is~~ ~~must be~~ a high priority, and should be undertaken as appropriate on a regular basis.

~~Although by nature regulations impose restrictions on the development of property, many of the regulatory revisions required to implement the Plan will involve easing of current restrictions. In the same vein, where appropriate, regulations can be structured to provide incentives to desired development, rather than being solely restrictive.~~

Programs. Another way to implement the Comprehensive Plan is through the establishment of City programs and teams that provide services to help achieve the goals and policies in the Plan. Examples of these programs are the Neighborhood Traffic Control Program, Neighborhood Service Team, the Green Team and the Tree Team.

- ◆ ~~The Neighborhood Traffic Control Program;~~
- ◆ ~~The Neighborhood Service Team;~~
- ◆ ~~Action teams, such as the Downtown, Totem Lake and Rose Hill Action Teams;~~
- ◆ ~~The Kirkland Economic Partnership;~~
- ◆ ~~The Natural Resource Team;~~
- ◆ ~~Assistance to employers in undertaking transportation demand management measures and achieving the goals of the Commute Trip Reduction Act.~~

Ongoing Administrative Activities. Implementation also depends on a variety of day-to-day actions such as development permitting and code enforcement. Ongoing monitoring of land capacity, demographics, development trends, housing costs, traffic levels, transit usage, levels of service for public facilities, and other factors affecting growth is also necessary.

REVISED IMPLEMENTATION STRATEGIES – STRIKES OUT AND UNDERLINES

Intergovernmental Coordination. Many of the goals and policies in the Comprehensive Plan cannot be achieved by Kirkland alone. Because Kirkland is part of a much larger and growing metropolitan area, issues involving growth rates, housing demand and supply, and transportation systems increasingly require intergovernmental responses. To protect local interests and meet regional obligations, Kirkland must involve itself at a variety of levels, including:

- ◆ Ongoing communication with neighboring cities and adoption of interlocal agreements where appropriate;
- ◆ Participation in subregional organizations such as A Regional Coalition for Housing (ARCH) and the Eastside Transportation Partnership (ETP);
- ◆ Participation in Countywide organizations such as the Growth Management Planning Council (GMPC) and Metropolitan King County;
- ◆ Participation in ~~and with~~ multicounty organizations such as the Puget Sound Regional Council (PSRC) and the Regional Transit Authority (RTA) (Sound Transit).

Citizen Involvement and Education. Implementation also depends upon keeping the lines of communication open between City government and its citizens. The Comprehensive Plan will only be successful if it is understood and embraced by the public and if it is regularly revised to reflect evolving community aspirations and concerns.

Budgeting and City Work Program. Governmental expenditures play an essential role in implementation. The City’s annual operating budget allocates resources for personnel and supplies needed to carry out implementation measures; and the annual Capital Improvement Program targets the resources for transportation facilities, parks, utilities, and other public facilities necessary to implement the Plan.

The Council adopts a biennial City Work Program in conjunction with the budget. The City Work Program prioritizes major cross-departmental efforts with significant impacts designed to maintain and enhance the public health, safety and quality of life in Kirkland. The Work Program establishes a two year “action plan” by which the public can measure the City’s success in accomplishing its major policy and administrative goals. Many of these Work Program items will implement Comprehensive Plan objectives.

B. Implementation Strategies

Tasks

Below is a list of desired strategies and actions to implement the goals and policies of the Comprehensive Plan. The strategies are intended to be general in nature so that the method or technique to achieve the intent of the strategies may vary. Generally, if an element does not have any follow-up actions to be implemented, it is not listed. The timing, order and scope of the strategies will be determined by the available budget and

REVISED IMPLEMENTATION STRATEGIES – STRIKES OUT AND UNDERLINES

resources, community interests and City Council priorities. Preparation of the annual planning work program process will be the time to determine which strategies and actions will be undertaken and when. Changes may be made to the list of strategies as part of the annual plan amendment process. Table IS-1, below lists specific tasks which are identified to be undertaken at a future date. The tasks are organized to correspond to the elements they are primarily intended to implement. The list also distinguishes one-time projects from ongoing activities. The implementation of these tasks is dependent upon available resources.

While the list in Table IS-1 is intended to be complete, other additional or alternative tasks may be identified at a later time. Also, while the tasks listed are specific as to the methods to be used, the outcomes indicated are somewhat general, leaving latitude for a variety of alternative techniques to be considered when the task is undertaken.

Implementation Strategies

GENERAL ELEMENT

- ◆ G.1: In 2022, review “time capsule,” located in the City Hall vault, containing the “Kirkland 2022 – Community Conversations” video and the citizen responses.

COMMUNITY CHARACTER ELEMENT

- ◆ CC.1: Review and amend the regulations for Planned Unit Development Chapter 125 adding historic preservation of buildings, structures, sites and objects as a public benefit.

ENVIRONMENT ELEMENT

- ◆ E.1: Update the critical area regulations for environmentally sensitive areas (slopes, wetlands and streams) in accordance with best available science standards.
- ◆ E.2: Establish a program that identifies priorities and funding sources for sensitive area acquisition and restoration and educational outreach.
- ◆ E.3: Prepare a city-wide comprehensive sustainability strategic plan integrating the Natural Resource Management Plan, the Climate Action Plan and other relevant functional plans.
- ◆ E.4: Implement the Urban Forestry Strategic Plan and undertake the following strategies:
 - E.4a: Undertake an eco-system analysis to determine the value, function and benefits of the urban forest.
 - E.4b: Develop a street tree management plan for transportation corridors that addresses appropriate species, tree planting standards and goals, a proactive maintenance program, and community stewardship.
 - E.4c: Conduct a tree inventory of City parks and major right of way corridors.
 - E.4d: Work with Puget Sound Energy and Seattle City Light to prepare a vegetation management plan for the electric transmission corridors.
- ◆ E.5: Undertake Phase II for Green Codes to consider environmental stewardship standards, such as energy efficiency/renewable energy, low impact development, access to community agriculture, and the reuse of gray and black water.
- ◆ E.6: Development a program for community outreach and stewardship of the environment.

REVISED IMPLEMENTATION STRATEGIES – STRIKES OUT AND UNDERLINES**LAND USE ELEMENT**

- ◆ LU.1: Create open space network maps, identify missing links, and develop preservation techniques.
- ◆ LU.2: Collaborate with King County to study options for Transit Oriented Developments (TOD) at the park and ride lots.
- ◆ LU.3: Develop business district plan, zoning and design guidelines for neighborhood centers.

HOUSING ELEMENT

- ◆ H.1: Adopt an updated housing strategy plan and work program.
- ◆ H.2: Inventory multifamily residential properties and encourage preservation of those that are affordable to people with low- and moderate-incomes.
- ◆ H.3: Partner with A Regional Coalition for Housing (ARCH) and non-profit housing agencies to site a permanent Eastside women's shelter in Kirkland.
- ◆ H.4: Consider refinements to regulations that:
 - H.4.1: Encourage innovate housing developments.
 - H.4.2: Encourage and/or require the creation of housing affordable for people with low- and moderate-incomes.

TRANSPORTATION ELEMENT

- ◆ T.1: Revise the Traffic Guidelines memo that address SEPA and Concurrency Review consistent with the Transportation Master Plan (TMP).
- ◆ T.2: Adopt a revise Concurrency Ordinance consistent with the TMP.
- ◆ T.3: Prepare a phasing schedule for completion of the Actions listed in the TMP.
- ◆ T.4: Update the Active Transportation Plan consistent with the TMP.
- ◆ T.5: Prepare a transit plan, including to document route-level goals for service, look at capital needs for passenger and route facilities, clarify transit options for the CKC and integrate the TMP with the long range plans of Metro and Sound Transit.

PARK, RECREATION AND OPEN SPACE ELEMENT

- ◆ PR.1: Complete key actions and objectives as identified in the PROS Plan.

NEIGHBORHOOD PLANS

- ◆ NP.1: Update neighborhood plans and business district plans based on direction from City Council.

TOTEM LAKE BUSINESS DISTRICT

To be added with final draft plan of business district.

SHORELINE AREA

- ◆ SA.1: Prepare monitoring report for Department of Ecology addressing No Net Loss indicators along the shoreline, such as overwater, in water and upland structures, shoreline armoring and vegetation.

REVISED IMPLEMENTATION STRATEGIES – STRIKES OUT AND UNDERLINES

Table IS-1	
Implementation Tasks	
TASK	
GENERAL ELEMENT	
<u>Projects</u>	
	G.1. In 2022, review “time capsule,” located in the City Hall vault, containing the “Kirkland 2022 Community Conversations” video and the citizen responses.
	G.2. Update the General Element to include 2010 census data and 2011 annexation.
<u>Ongoing</u>	
	G.3. Annually update the Comprehensive Plan.
	G.4. Evaluate the update process for the neighborhood and business district plans.
COMMUNITY CHARACTER ELEMENT	
<u>Projects</u>	
	CC.1. Review and update Zoning Code Chapter 100: Signs
	CC.2. Establish incentives to private owners for preservation, restoration, redevelopment and use of significant historic buildings and sites.
	CC.3. Consider public improvements for historic districts to help encourage preservation.
<u>Ongoing</u>	
	CC.4. When the neighborhood plans and business district plans are updated, consider design principles for new structures that respect the scale, massing, and design of existing adjacent buildings and the neighborhood context.
	CC.5. Maintain an inventory of the historic buildings, structures, sites and objects in the city
	CC.6. Incorporate historic preservation into neighborhood plans as they are updated including:
	◆ Map A list of each neighborhood’s historic structures and sites.
	◆ Design principles for areas where historic structures are clustered.
NATURAL ENVIRONMENT ELEMENT	

REVISED IMPLEMENTATION STRATEGIES – STRIKES OUT AND UNDERLINES

<u>Projects</u>	
NE.1.	Assess and amend the Comprehensive Plan, City codes, resource management practices, and other City activities as needed for consistency with the Endangered Species Act, State shoreline rules, and other natural resource requirements.
NE.2.	Promote removal of fish barriers.
NE.3.	Study and implement methods to preserve and, where feasible, increase pervious surface in Kirkland.
NE.4.	Review Kirkland Municipal Code, Zoning Code Definitions Chapter, and Comprehensive Plan to identify inconsistencies in natural system terminology.
NE.5.	Develop a City street tree program for appropriate species, planting and maintenance, and community stewardship.
NE.6.	Develop a street tree plan for commercial and residential corridors.
NE.7.	Develop a program for community stewardship of the environment, including:
	<ul style="list-style-type: none"> ◆ Publicize practices that help/harm the environment. ◆ Utilize volunteers for resource monitoring, restoration, and enhancement. ◆ Design standard environmental markers, interpretive signs, and brochures for production and distribution by the City and developers.
NE.8.	Establish a program which identifies priorities and funding sources for sensitive areas acquisition, restoration, and education.
<u>Ongoing</u>	
NE.9.	Implement and update the Natural Resource Management Plan.
NE.10.	Maintain our plans and codes for consistency with the Endangered Species Act, State shoreline rules, and other natural resource requirements.
NE.11.	Coordinate with other jurisdictions, agencies, and affected Federally Recognized Tribes.
NE.12.	Continue to monitor information concerning innovative techniques for resource management, including:
	<ul style="list-style-type: none"> ◆ Adaptive management of Sensitive Areas; ◆ Mitigation banking; ◆ Transfer of development rights; ◆ Funding sensitive areas acquisition, restoration, and education through innovative techniques; ◆ Other nonregulatory protection measures.

REVISED IMPLEMENTATION STRATEGIES – STRIKES OUT AND UNDERLINES

	Identify for further study those techniques that have potential for successful implementation in Kirkland.
NE.13.	Continue to comprehensively address recovery of species that are officially listed as threatened or endangered.
NE.14.	Continue to approach natural resource management comprehensively through interdepartmental coordination.
LAND USE ELEMENT	
<u>Projects</u>	
LU.1.	Refine open space network maps, identify missing links, and develop preservation techniques.
LU.2.	Update the Land Use Element to include 2010 census data and 2011 annexation.
LU.3.	Develop business district plan, zoning and design guidelines for Houghton/Everest Neighborhood Center.
<u>Ongoing</u>	
LU.4.	When neighborhood plans are updated, consider design principles and standards for the local business districts.
LU.5.	Monitor and update information concerning:
	◆ Development capacity;
	◆ Development trends; and
	◆ Demographics.
HOUSING ELEMENT	
<u>Projects</u>	
H.1.	Adopt an updated housing strategy plan and work program.
	Update the Housing Element to include 2010 census data and 2011 annexation.
<u>Ongoing</u>	
H.2.	Adopt a housing strategy plan and work program at least every five years that outlines housing strategies to be considered in order to address the City's housing needs and goals.
H.3.	Monitor and update information concerning:
	◆ Construction and demolition of affordable housing;
	◆ Creation of accessory units and associated rent levels.

REVISED IMPLEMENTATION STRATEGIES – STRIKES OUT AND UNDERLINES

H.4.	Continue to work with ARCH to fund low income and special needs housing projects.
H.5.	Consider further regulation refinements to encourage innovative housing, including compact development and cottage housing.
H.6.	Consider further refinements and incentives to encourage low and medium income housing.
ECONOMIC DEVELOPMENT ELEMENT	
<u>Projects</u>	
ED.1.	Create steering committees or action teams within each major commercial district to lead implementation of economic development components of neighborhood plans.
ED.2.	Conduct an assessment of economic benefits of Kirkland’s cultural, historic and recreational resources
ED.3.	Develop a system of economic indicators to monitor the Kirkland economy such as employment growth, wage rates, tax revenue, business starts, and commercial vacancy rates
ED.4.	Update the Economic Development Element to include 2010 census data and 2011 annexation.
<u>Ongoing</u>	
ED.5.	Implement and update the Economic Development Action Plan consistent with the Element.
ED.6.	Implement and update the Downtown Strategic Plan.
ED.7.	Support a partnership of community stakeholders to oversee implementation and community outreach of economic development strategies and priorities.
ED.8.	Actively conduct business retention and recruitment programs.
ED.9.	Implement the tourism marketing and promotion plan through the tourism program and the Lodging Tax Advisory Committee.
ED.10.	Continually improve permit processes and customer service.
ED.11.	Monitor City policies and revise those that unreasonably restrict opportunities for economic development.
ED.12.	Monitor commercial and industrial land use trends, vacancies and capacity to match the needs of the economy.
ED.13.	Where authorized by State statutes, use public/private financial or regulatory incentives to implement economic development opportunities.

REVISED IMPLEMENTATION STRATEGIES – STRIKES OUT AND UNDERLINES

	ED.14. Coordinate and implement telecommunications, transportation infrastructure improvements and permit processing improvements with other cities on the Eastside.
	ED.15. Monitor and update information concerning economic indicators.
TRANSPORTATION ELEMENT	
	<u>Ongoing</u>
	T.1. Annually update the Transportation Element of the Comprehensive Plan as appropriate to:
	◆ Review and revise, if necessary, mode split targets;
	◆ Review and revise, if necessary, levels of service standards; and
	◆ Identify transportation needs to implement the Land Use Element and update the 20-year list of transportation projects.
	T.2. Monitor and update information on traffic movement, mode splits and level of service.
	T.3. Regularly update the Active Transportation Plan.
	T.4. Continue the Neighborhood Traffic Control Program.
	T.5. Continue the annual street overlay program.
	T.6. Maintain and periodically update the Bellevue Kirkland Redmond (BKR) transportation model.
	T.7. Work cooperatively with other local governments to update transportation information and to address regional transportation.
	T.8. Participation in the Eastside Transportation Partnership.
	T.9. Work with the Regional Transit Authority (Sound Transit) and King County Metro to develop a regional transit system which serves Kirkland.
	T.10. Work cooperatively with employers to implement programs to reduce the use of single-occupant vehicles and number of miles traveled in compliance with the Commute Trip Reduction Act.
	T.11. Identify projects potentially eligible for State grants and submit grant applications.
UTILITIES ELEMENT	
	<u>Ongoing</u>
	U.1. Regularly update functional utility plans for City managed utilities.

REVISED IMPLEMENTATION STRATEGIES – STRIKES OUT AND UNDERLINES

	U.2. Review utility plans for non-City managed utilities to ensure their plans are not inconsistent with the Comprehensive Plan.
	U.3. Work with utilities to encourage pruning of trees to direct growth away from utility lines and encourage the phased replacement of vegetation interfering with utility lines.
PUBLIC SERVICES ELEMENT	
<u>Ongoing</u>	
	PS.1. Coordinate services with non-City service providers.
	PS.2. Update fire protection and police plans.
HUMAN SERVICES ELEMENT	
<u>Ongoing</u>	
	HS.1. Review the Senior Council's Strategic Plan every five years and revise as appropriate.
	HS.2. Review the Youth Council's Strategic Plan every five years and revise as appropriate.
	HS.3. Continue regional collaboration of the Human Service's grant program to increase efficiencies.
	HS.4. Identify potential funding sources and submit grant applications for Senior, Youth and Human Services programs.
CAPITAL FACILITIES ELEMENT	
<u>Projects</u>	
	CF.1. Consider new revenue sources for capital facilities and implement as appropriate, including voter approved bond issues.
	CF.2. Update Level of Service standards to include the annexation area.
	CF.3. Update transportation and park impact fee rate studies to include the annexation area.
<u>Ongoing</u>	
	CF.4. Annually update the Capital Facilities Element to reflect capacity of facilities, land use changes, level of service standards, and financing capability.

REVISED IMPLEMENTATION STRATEGIES – STRIKES OUT AND UNDERLINES

	CF.5. Annually update the Capital Facilities Element consistent with the Capital Improvement Program.
	CF.6. Periodically update impact fees to reflect increases in road and park construction costs.
NEIGHBORHOOD PLANS	
<u>Ongoing</u>	
NP.1.	Regularly review neighborhood plans and amend as appropriate. Explore efficiencies in the neighborhood planning process to ensure a predictable and sustainable update cycle.
NP.2.	Develop neighborhood plans for the 2011 annexation neighborhoods.
NP.3.	Incorporate the following capital project elements into the CIP and CFP processes and/or the neighborhood connection and neighborhood grant program:
	Central Houghton Neighborhood
	1. Work with the Public Works Department to have historic street names added to street signs as they are replaced.
	2. Identify design standards for 108th Avenue NE.
	Lakeview Neighborhood
	1. Work with the Public Works Department to have historic street names added to street signs as they are replaced.
	2. Identify streetscape standards for Lake Washington Boulevard.
	Highlands Neighborhood
	Emergency Access Bridge to Forbes Creek Drive
	Highlands Park facility improvement
	Nonmotorized street enhancements to 116th Avenue NE and NE 87th Street
	Cedar View Park play structure
	Market Neighborhood
	Neighborhood park development in north sector
	View stations at 4th and 5th Street West
	Improved Market Street access
	Market Street Corridor

REVISED IMPLEMENTATION STRATEGIES – STRIKES OUT AND UNDERLINES

		Pedestrian and bicycle facilities
Norkirk Neighborhood		
		Nonmotorized street enhancements to:
		7th Avenue
		19th Avenue
		20th Avenue
		6th Street
		4th Street
Moss Bay Neighborhood		
		Lakeshore Plaza at Marina Park
		Park walk promenade along east/west pedestrian spine
		Public parking on public sites and/or in conjunction with private development
NE 85th Subarea		
		<u>Install sidewalks on north-south streets connecting to NE 85th Street where missing</u>
		Traffic signal at 126th Avenue NE/NE 85th Street
		Bike connection between Slater and NE 80th Street
		Neighborhood park acquisition in south part of subarea or South Rose Hill
North Rose Hill Neighborhood		
		Nonmotorized enhancements:
		Between bus stops and residential development
		Along school routes
		Connecting activity areas such as parks, Boys & Girls Club, and Lake Washington Technical College
		Between Redmond regional trail and I-405 pedestrian overpasses
		Between Lake Washington Technical College and residential development to the west and south

REVISED IMPLEMENTATION STRATEGIES – STRIKES OUT AND UNDERLINES

			Along Seattle City Light Transmission Line Easement
		Nonmotorized arterial street enhancements:	
			NE 116th Street, west of 124th Avenue NE
			Slater Avenue, south of NE 116th Street
		Sensitive areas property acquisition, restoration or education	
		Totem Lake Neighborhood	
			Totem Lake Circulator
			118th Avenue NE roadway extension
			123rd Avenue NE roadway extension
			NE 120th Street extension
SHORELINE AREA CHAPTER			
	<u>Ongoing</u>		
			SA.1. Track and monitor No Net Loss indicators along the shoreline, such as overwater, in water and upland structures, shoreline armoring and vegetation.
			SA.2. Implement priority restoration projects and programs contained in the Shoreline Restoration Plan component of the Shoreline Master Program.
			SA.3. Work with other jurisdictions, agencies and affected Federally Recognized Tribes to coordinate and improve the permitting process.
			SA.4. Promote public education about the functions and values of the shorelines and best management practices.

The vision statement, guiding principles, goals, and policies set forth in previous elements of the Comprehensive Plan together describe the desired type and character of growth in Kirkland during the next 20 years. They do not, however, tell us precisely how to create the kind of community envisioned by the Plan. Yet unless appropriate actions are taken, the plan will remain unrealized. Consequently, a strategy for how to implement the Plan is needed. It is the intent of this Element to provide such a strategy and identify the actions necessary to make the plan a success.

A. IMPLEMENTATION METHODS

There are a broad range of measures necessary to implement the Comprehensive Plan involving a wide variety of people and organizations. It is the responsibility of the City, however, to put in place the mechanisms that will promote the actions needed for implementation. Listed below are the methods that will be used to implement the Plan over the 20-year planning horizon.

Annual Plan Amendments. To keep the Comprehensive Plan current, it will be necessary to review and update it on a regular basis. At the very least, it will be necessary to annually consider amendments to the six-year projects list in the Capital Facilities Element. Other issues are likely to arise each year which can also be considered in the annual update.

Neighborhood Plans. The plans for Kirkland's 15 neighborhoods are an important part of the Comprehensive Plan. Each Neighborhood Plan should be reviewed at least once between every two major Comprehensive Plan updates or as needed given the Planning Department's work program and City Council priorities, both to maintain their currency and to bring them into compliance with the more recently adopted Plan Elements.

Functional and Management Plans. Referenced in the Comprehensive Plan, functional and management plans address in detail subjects more generally discussed in the Comprehensive Plan. . See Capital Facilities Element for list of City functional and management plans.

Functional and management plans are both guided by and help to guide the Comprehensive Plan. The Comprehensive Plan sets the broad policy framework while the functional and management plans are more detailed. However, functional and management plans also raise issues and ideas that help to shape Comprehensive Plan goals and policies. General consistency between the Comprehensive Plan and functional and management plans is important, as is regular updating of functional and management plans to maintain their currency.

Regulations. Regulations set the legal requirements for new development. The vast majority of the regulations are found in the Kirkland Zoning Code (including the official Zoning Map and shoreline management regulations), and the Subdivision Code found in the Kirkland Municipal Code. Local administration of the State Environmental Policy Act is also a regulatory tool. The Growth Management Act requires that development regulations must be consistent with the Comprehensive Plan. Keeping

Kirkland's regulatory documents updated for consistency is a high priority, and should be undertaken as appropriate on a regular basis.

Programs. Another way to implement the Comprehensive Plan is through the establishment of City programs and teams that provide services to help achieve the goals and policies in the Plan. Examples of these programs are the Neighborhood Traffic Control Program, Neighborhood Service Team, the Green Team and the Tree Team.

Ongoing Administrative Activities. Implementation also depends on a variety of day-to-day actions such as development permitting and code enforcement. Ongoing monitoring of land capacity, demographics, development trends, housing costs, traffic levels, transit usage, levels of service for public facilities, and other factors affecting growth is also necessary.

Intergovernmental Coordination. Many of the goals and policies in the Comprehensive Plan cannot be achieved by Kirkland alone. Because Kirkland is part of a much larger and growing metropolitan area, issues involving growth rates, housing demand and supply, and transportation systems increasingly require intergovernmental responses. To protect local interests and meet regional obligations, Kirkland must involve itself at a variety of levels, including:

- ◆ Ongoing communication with neighboring cities and adoption of interlocal agreements where appropriate;
- ◆ Participation in subregional organizations such as A Regional Coalition for Housing (ARCH) and the Eastside Transportation Partnership (ETP);
- ◆ Participation in Countywide organizations such as the Growth Management Planning Council (GMPC) and Metropolitan King County;
- ◆ Participation in multicounty organizations such as the Puget Sound Regional Council (PSRC) and the Regional Transit Authority (RTA) (Sound Transit).

Citizen Involvement and Education. Implementation also depends upon keeping the lines of communication open between City government and its citizens. The Comprehensive Plan will only be successful if it is understood and embraced by the public and if it is regularly revised to reflect evolving community aspirations and concerns.

Budgeting and City Work Program. Governmental expenditures play an essential role in implementation. The City's annual operating budget allocates resources for personnel and supplies needed to carry out implementation measures; and the annual Capital Improvement Program targets the resources for transportation facilities, parks, utilities, and other public facilities necessary to implement the Plan.

The City Council adopts a biennial City Work Program in conjunction with the budget. The City Work Program prioritizes major cross-departmental efforts with significant impacts designed to maintain and enhance the public health, safety and quality of life in Kirkland. The Work Program establishes a two year "action plan" by which the public can measure the City's success in accomplishing its major policy and administrative goals. Many of these Work Program items will implement Comprehensive Plan objectives.

B. IMPLEMENTATION STRATEGIES

Below is a list of desired strategies and actions to implement the goals and policies of the Comprehensive Plan. The strategies are intended to be general in nature so that the method or technique to achieve the intent of the strategies may vary. Generally, if an element does not have any follow-up actions to be implemented, it is not listed. The timing, order and scope of the strategies will be determined by the available budget and resources, community interests and City Council priorities. Preparation of the annual planning work program process will be the time to determine which strategies and actions will be undertaken and when. Changes may be made to the list of strategies as part of the annual plan amendment process.

Implementation Strategies

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- ◆ CC.1: Review and amend the regulations for Planned Unit Development Chapter 125 adding historic preservation of buildings, structures, sites and objects as a public benefit.

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- ◆ E.1: Update the critical area regulations for environmentally sensitive areas (slopes, wetlands and streams) in accordance with best available science standards.
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 - E.4d: Work with Puget Sound Energy and Seattle City Light to prepare a vegetation management plan for the electric transmission corridors.
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LAND USE ELEMENT

- ◆ LU.1: Create open space network maps, identify missing links, and develop preservation techniques.
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- ◆ H.4: Consider refinements to regulations that:
 - H.4.1: Encourage innovate housing developments.
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- ◆ T.2: Adopt a revise Concurrency Ordinance consistent with the TMP.
- ◆ T.3: Prepare a phasing schedule for completion of the Actions listed in the TMP.
- ◆ T.4: Update the Active Transportation Plan consistent with the TMP.
- ◆ T.5: Prepare a transit plan, including to document route-level goals for service, look at capital needs for passenger and route facilities, clarify transit options for the CKC and integrate the TMP with the long range plans of Metro and Sound Transit.

PARK RECREATION AND OPEN SPACE ELEMENT

- ◆ PR.1: Complete key actions and objectives as identified in the PROS Plan,

NEIGHBORHOOD PLANS

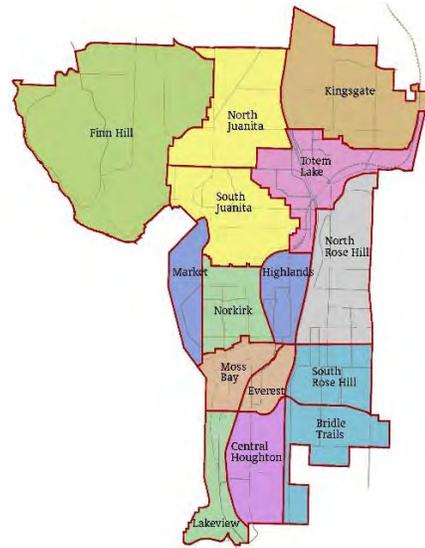
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TOTEM LAKE BUSINESS DISTRICT

NOTE: To be added with final draft plan of business district.

SHORELINE AREA

- ◆ SA.1: Prepare monitoring report for Department of Ecology addressing No Net Loss indicators along the shoreline, such as overwater, in water and upland structures, shoreline armoring and vegetation.



Kingsgate Neighborhood

1. Overview

The Kingsgate Neighborhood is located in the northeast corner of the city (see Kirkland Neighborhood Map above). The neighborhood is bounded by I-405 to the west, the Tolt Pipeline Trail and the City limits to the north, the City limits to the east and the Totem Lake Business District to the south and southeast. Both 124th Ave NE and 132nd Ave NE provide primary north-south connections with Totem Lake to the south and the cities of Bothell and Woodinville to the north. East-west access is provided by NE 132nd Street and by NE 143rd Street to Woodinville and the Sammamish Valley to the east. The Kingsgate neighborhood commercial center in the northern portion of the neighborhood along 124th Ave NE serves as a northern gateway into the City

The neighborhood contains 2.3 square miles, the third largest neighborhood after Finn Hill and Juanita (Kirkland GIS, 2013). As of 2010, it had a population of 13,065 people.

The following land uses make up the neighborhood:

Land Uses	Percent of Land Area
Single family residential	56.68%
Right-of-way	18.13%
Vacant	9.90%
Multifamily residential	7.23%
Institutions	3.86%
Park/open space	2.54%
Commercial/mixed uses	1.36%
Utilities	0.16%
Offices	0.07%

(Kirkland GIS, 2013)

Kingsgate is predominately single family residential. Multifamily residential makes up a small percent of land area followed by commercial/mixed use and office. Of the 817.13 residential acres, in 2013 there were 3,244 single family units and 1,665 multifamily units for an overall residential density of 6 units per acre (*Kirkland GIS, 2013*). The neighborhood also contains a shopping center, a King County library, several public and private parks, private open space tracts, two elementary schools and a middle school (see Figure K-1, Land Use Map).

Other important features in Kingsgate are the Seattle City Light transmission line along 124th Ave NE, Woodinville Water Tower on 130th Ave NE, two parallel Olympic Pipeline Company's liquid pipelines, and a PSE transmission line located in the eastern portion of the neighborhood. For other information on utilities in the Kingsgate Neighborhood, see the Utilities Element Chapter of the Comprehensive Plan.

The Kingsgate Neighborhood Plan was prepared in 2015. Neighborhood plans allow for more detailed examination of issues than the city-wide Comprehensive Plan elements, with a focus on smaller geographic areas and the application of city-wide goals and policies to the unique circumstances of each neighborhood. The document is a guiding plan on land use, park and open spaces, natural environment, multi-modal transportation and urban design for the neighborhood.

It is intended that neighborhood plans be consistent with the city-wide Elements, but if there is need for clarification, the goals and policies in the general element chapters prevail.

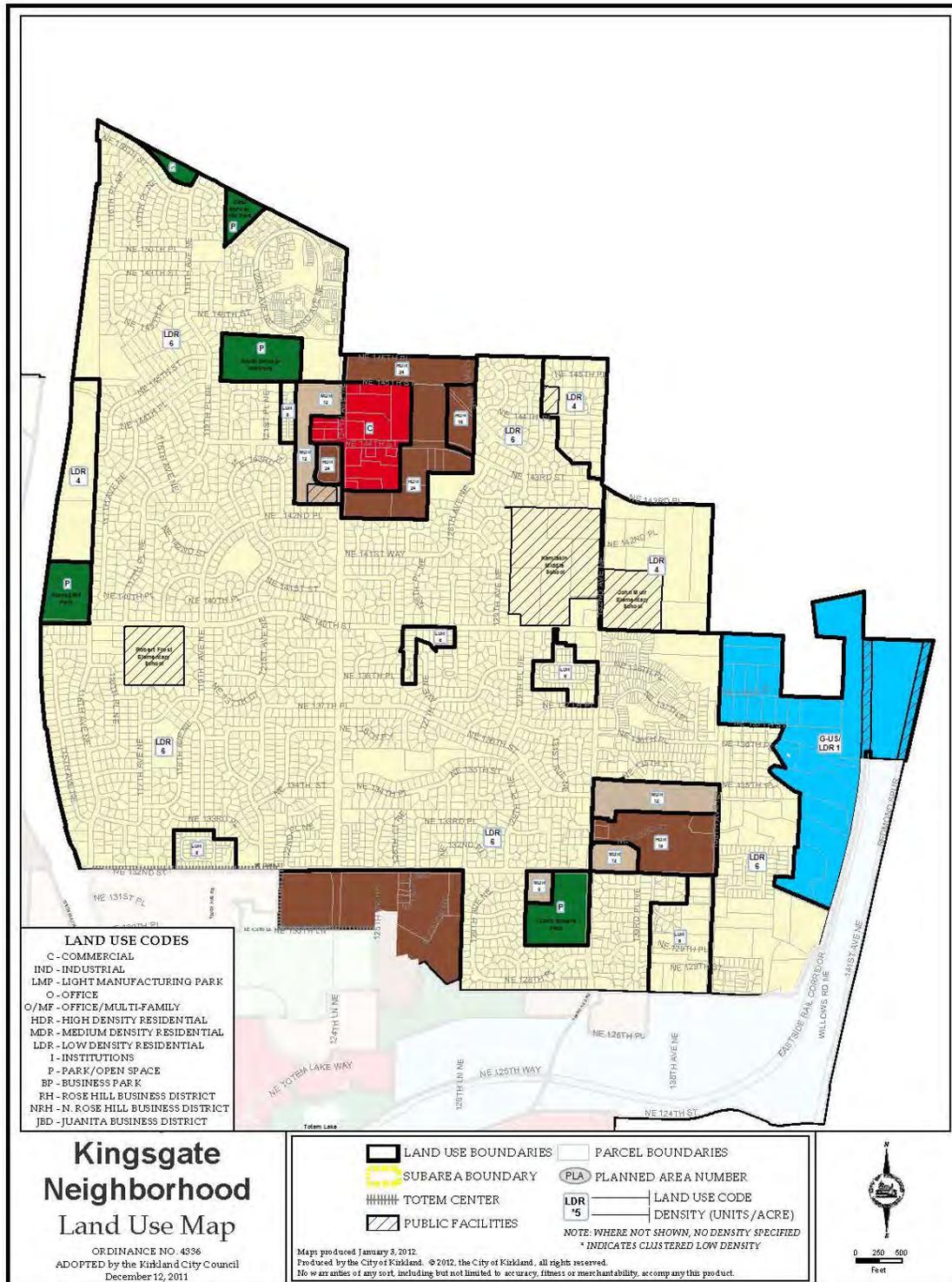


Figure K-1: Kingsgate Land Use Map

2. Neighborhood Vision

Kingsgate's character is predominately low density residential with a small neighborhood feel. Varied housing choices, as well as efforts to preserve affordable housing, help to expand housing opportunities for all residents within the neighborhood. Local residents value the Kingsgate neighborhood mixed use commercial center as a way to meet their shopping and service needs and as a community gathering place. A community center and public library provide a place for public events and activities. Improved and well maintained parks in each part of the neighborhood offer a variety of recreational opportunities. Trees are preserved or replaced to provide a consistent vegetative canopy throughout the neighborhood, connect greenbelt corridors and support wildlife.

Transportation facilities for vehicles, bicycles and pedestrians provide extensive access within the neighborhood, to other neighborhoods and to the Cross Kirkland Corridor/Eastside Rail Corridor. These facilities include bike greenways with signage and markers along neighborhood roads parallel to major streets. Through road connections spread traffic evenly throughout the neighborhood, while traffic calming improvements are placed near schools as needed to ensure safety. Traffic calming improvements on neighborhood streets are also used to minimize "by-pass" traffic due to congestion along the I-405 corridor. Transit service provides frequent bus service within the neighborhood and to the rest of the City.

3. Historical Context

Historical records reflect homesteads in Kingsgate as early as 1874. The "Remember When" Map circa 1900 to 1918 is a historical document about the people and events in the Kingsgate and Juanita areas compiled by R. Nelson. Murdock MacPherson of MacPherson Realty had a vision for planned community of more than 2100 lots. He developed the first of the single family subdivisions that form the core of the Kingsgate neighborhood today. Mr. MacPherson named the Kingsgate subdivision in 1963 after Kingsgate, England. Being of Scottish descent, he added the name Highlands. The Kingsgate Highlands planned community of 214 lots was created from 1965 to 1976. Three school sites and three developed playgrounds were provided in the complex by MacPherson, Continental and Western Erection. MacPherson also had plans for a future shopping (source: Kirkland Heritage Society). Next came the High Woodlands subdivision from 1966 to 1976, Hazen Hills from 1968 to 1970, Forest Grove 1971, Breakthrough/Lendemain in 1972, Firloch 1972 to 1989, and many other subdivisions. Farms, orchards and pastures were still present in the 1990's.

The neighborhood has one historic structure recognized by the Kirkland Heritage Society which is a 1943 farmhouse at 13240 136th Ave NE.



Kingsgate was in unincorporated King County until it was annexed into the City in 2011 as part of the Juanita/Kingsgate/Finn Hill annexation. See Figure I-2 City of Kirkland's Annexation Areas in the Introduction Chapter of the Comprehensive Plan.

4. Land Use

With annexation, the City adopted the underlying zoning that existed in King County as of 2011 (See Figure K-1, Land Use Map).

Residential

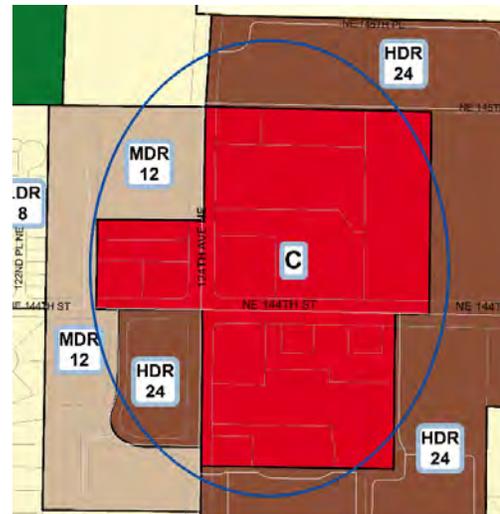
Residential land uses occupy the majority of the Kingsgate Neighborhood. Residential zoning ranges from low density residential at 1, 4, 6 and 8 units per acre to a mix of medium density and high density residential. Low density residential makes up the core of the neighborhood with medium and high density multifamily located only around the Kingsgate commercial area and on both sides of NE 132nd Street. Many seniors live in the Kingsgate Neighborhood due to close proximity to the nearby health care services (See Figure K-1, Kingsgate Land Use Map).

An area in the southeastern portion of the neighborhood is planned and zoned for a density of up to one unit per acre. This area is designated as an urban separator under the King County Countywide policies. Urban separators are areas of low density within the Urban Growth Area that protect adjacent resource land and environmentally sensitive areas. They also create open space corridors within and between the urban areas that provide environmental, visual, recreation and wildlife benefits (See Figure K-1, Kingsgate Land Use Map).



K-1: Generally maintain the planned residential densities.

The vision of the neighborhood is to generally maintain the current residential densities. However, consideration should be given to potentially higher densities along arterials near the commercial area, respecting the height of the surrounding single family neighborhood, as part of a future study of the neighborhood commercial center or other City public review process. Increasing residential density would provide additional housing near shops and services and would further support transit. The boundary of the commercial area should not be expanded. See goals and policies in the Land Use Element Chapter of the Comprehensive Plan.

***Commercial***

The Kingsgate commercial area is defined as a “Neighborhood Center” (mixed use) in the Land Use Element of the Comprehensive Plan. The commercial area is located on the both sides of 124th Ave NE between NE 142nd Place and NE 145th Street. The center provides the neighborhood with a variety of shops and services, including a grocery store and recreational facilities (See Figure K-1, Kingsgate Land Use Map).

Policy K-2: Retain neighborhood oriented commercial services.

The existing Kingsgate neighborhood commercial center offers a wide range of uses, including a grocery store, banking services, restaurants, a variety of retail shops, and entertainment and recreation facilities. These businesses provide a convenience for nearby residents and local employees and should be retained. It is important to residents that indoor and outdoor gathering places be established in the commercial center. Possible inclusions would be coffee shops, center fountains and bench areas.

Policy K-3: Encourage a mixed use, pedestrian oriented commercial center.

The Kingsgate neighborhood commercial center evolve into a mixed use, pedestrian oriented commercial center with some residential. Commercial uses should be businesses and services that cater to the neighborhood rather than draw customers from the region. The scale of the center should be in keeping with the character of the neighborhood. Ground floor uses should be primarily retail and commercial (non-residential). Commercial uses should be oriented to adjacent arterials and pedestrian pathways.

Surface parking areas should be located to the side or rear of buildings and not in the front of buildings facing the street, unless not feasible. The parking areas should also include attractive tree and low shrub landscaping features. See policies in the commercial and mixed use section of the Land Use Element Chapter.

Policy K-4: Establish design guidelines and design standards for the commercial center.

Good urban design creates attractive commercial areas with a human scale and pedestrian-oriented streets through building placement and design. It also minimizes the obtrusive nature of parking lots and provides an effective transition between commercial areas and surrounding residential neighborhoods. Therefore, design guidelines and design standards should be established for the Kingsgate neighborhood commercial center for all new, expanded and remodeled commercial, multi-family or mixed use buildings. See policies in the commercial and mixed use section of the Land Use Element Chapter.

Policy K-5: Provide a gateway feature and street scape improvements.

A gateway feature, such as signs or sculptures, should be provided at the north entranceway to the commercial area. As part of future development, the City may require dedication of land for an entrance sign or landscape feature. In addition, streetscape improvements should be coordinated throughout the commercial center, including street trees, street furniture, and other amenities like flowers, banners, and signs. See policies in the commercial and mixed use section of the Land Use Element Chapter.

5. Natural Environment

Policy K-6: Protect and enhance wetlands and streams.

Two drainage basins are located in Kingsgate: the Juanita Creek Basin with streams flowing to the southwest towards I-405, and the Kingsgate Slope Basin with streams flowing to the east towards Redmond. The neighborhood has a scattering of open streams and piped streams. A few small wetlands have been delineated and identified with site development. As future development occurs, more wetlands may be identified (See Figure K-2, Kingsgate Sensitive Areas Map).

It is important to protect and enhance the wetlands and streams in the Kingsgate neighborhood through management of activities affecting vegetation, water, and the land. Protection of the natural resources preserves fish and wildlife habitat, maintains water quality, prevents degradation or loss of natural features and functions, and minimizes risks to life and property. See additional goals and policies in the Environment Element for preservation and enhancement of the streams and wetlands and their buffers in the sensitive areas.

Policy K-7: Regulate land use and development in or adjacent to geologically hazardous areas.

The eastern and southern portions of Kingsgate Slope and an area north of Totem Lake in the Juanita Basin contain high landslide hazards, (See Figure K-3, Kingsgate Geologically Hazardous Areas). These steep slopes and ravines are subject to erosion and hazardous conditions (earthquakes and landslides). They pose a potential threat to the health and safety of the community. Damage resulting from landslides may include loss of life and property, disruptions to utility systems, or blockage of transportation and emergency access corridors. Landslides are highly probable in many steep and unstable slope areas, regardless of development activity. They may be triggered by grading operations, land clearing, removal of trees and vegetation, irrigation, or the load characteristics of buildings on hillsides. For these reasons, development is regulated where landslides are likely. In some cases, regulation may result in severe limitations to the scale and placement of development, and land surface modification should be limited to the smallest modification necessary for reasonable site development. Improvements should be made to address existing erosion control problems when measures were not implemented at the time of development. See additional goals and policies in the Environment Element for developing in these landslide hazard areas.

Policy K-8: Protect existing vegetative corridors the boundaries of the neighborhood.

Vegetative corridors exist along the boundaries of the neighborhood. Along the east boundary much of the vegetative corridor is located on steep slopes that have been designated as geologically hazardous areas. Along the west boundary, the vegetative corridor buffers residential development from impacts due to I-405 traffic. Along the north boundary, a vegetation corridor is located in part of the East Northway Hill Park, owned by Bothell, near the Tolt Pipeline. Totem Lake neighborhood contains a greenbelt easement bordering the southeast boundary of the Kingsgate Neighborhood. These vegetative corridors minimize erosion on steep slopes, enhance the visual character of the neighborhood with dense tree canopy and provide wildlife corridors. Vegetation in these corridors should be retained to the maximum extent possible when development or redevelopment occurs.

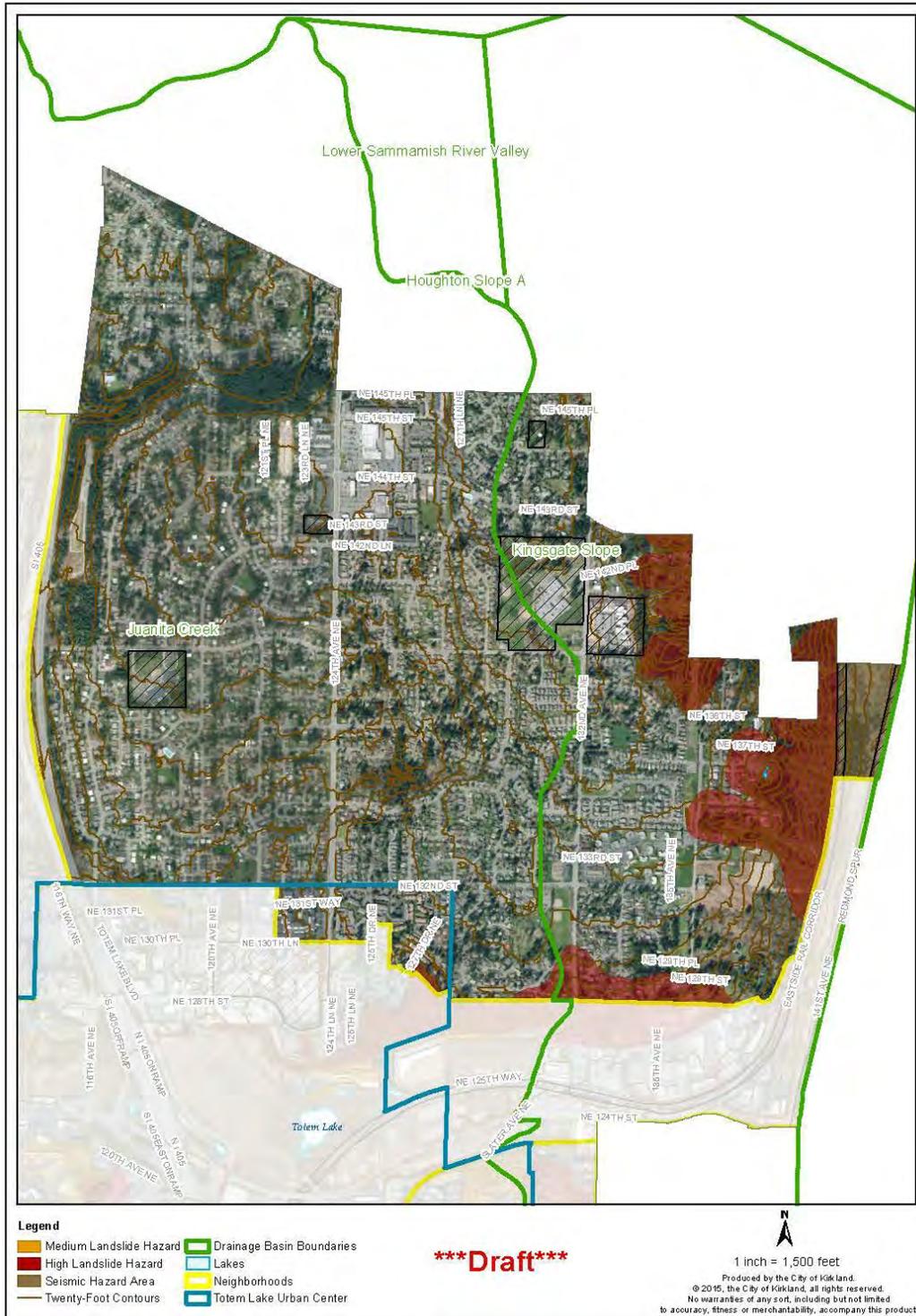


Figure K-3: Kingsgate Geologically Hazardous Areas

6. Parks and Open Spaces

The City prepared the Park Recreation and Open Space (PROS) Plan, a six-year guide and strategic plan for managing and enhancing park and recreation service in Kirkland. The importance of both public and private park facilities and open spaces to meet the community needs is discussed in the plan. The PROS Plan includes neighborhood based recommendations for acquisition of park land and improvements to the park facilities.



The Kingsgate Neighborhood has four public parks: two community parks and two neighborhood parks. Two of the parks are undeveloped and one park is not owned by the City. The parks include 132nd Square Park, a developed park; Kingsgate Park and South Norway Park, undeveloped parks; and East Norway Hill Park, owned by the City of Bothell. The PROS Plan has identified needed improvements to those parks owned by the City.



The neighborhood also has six private parks that are owned by the underlying homeowner's association. These parks offer a mix of important recreational space, including pools, tennis courts and playgrounds, and ball fields for the residents of those homeowners associations. These parks include Kingsgate 1 & 2, Kingsgate 3 & 4, Kingsgate 5, High Woodlands, Hazen Hills and Upland Green Neighborhood Associations.

In addition, the Kingsgate Neighborhood also has a variety of open space tracts, some of which are not suitable for construction or are located within streams

and/or on steep slopes.

To meet the City's level of service standards for overall distribution and equity, the PROS Plan has also identified a need for park acquisition in the northeastern and central portions of Kingsgate.

Policy K-9: Implement the projects identified in the PROS Plan as funding and city resources become available.

The recreational needs of the neighborhood will be more fully met when the projects in the PROS Plan identified for Kingsgate are completed. See the PROS Plan for more detail and the goals and policies in the Park Element Chapter of the Comprehensive Plan.

7. Transportation

A. Roads

The circulation patterns in the Kingsgate Neighborhood are well established. The primary north-south routes through the neighborhood are via 124th Ave NE, 132nd Ave NE and 116th Ave NE and its extension

northward. The primary east-west routes are via NE 132nd Street, NE 144th Street, NE 143rd Street, and NE 140th Street. The collector street of 132nd Ave NE provides access to both Kamiakin Junior High and John Muir Element School while NE 140th Street serves Robert Frost Elementary School. 124th Ave NE and NE 144th Street provide access to the Kingsgate neighborhood commercial center. Many of the older established subdivisions contain cul-de-sac streets that limit through connections. Improvements in street lighting on NE 140th Street, NE 132nd Street east of 132nd NE Ave, and 136th Ave NE/NE 128th Street (a school walk route) is desired. (See Figure K-4, Kingsgate Street Classification Map).

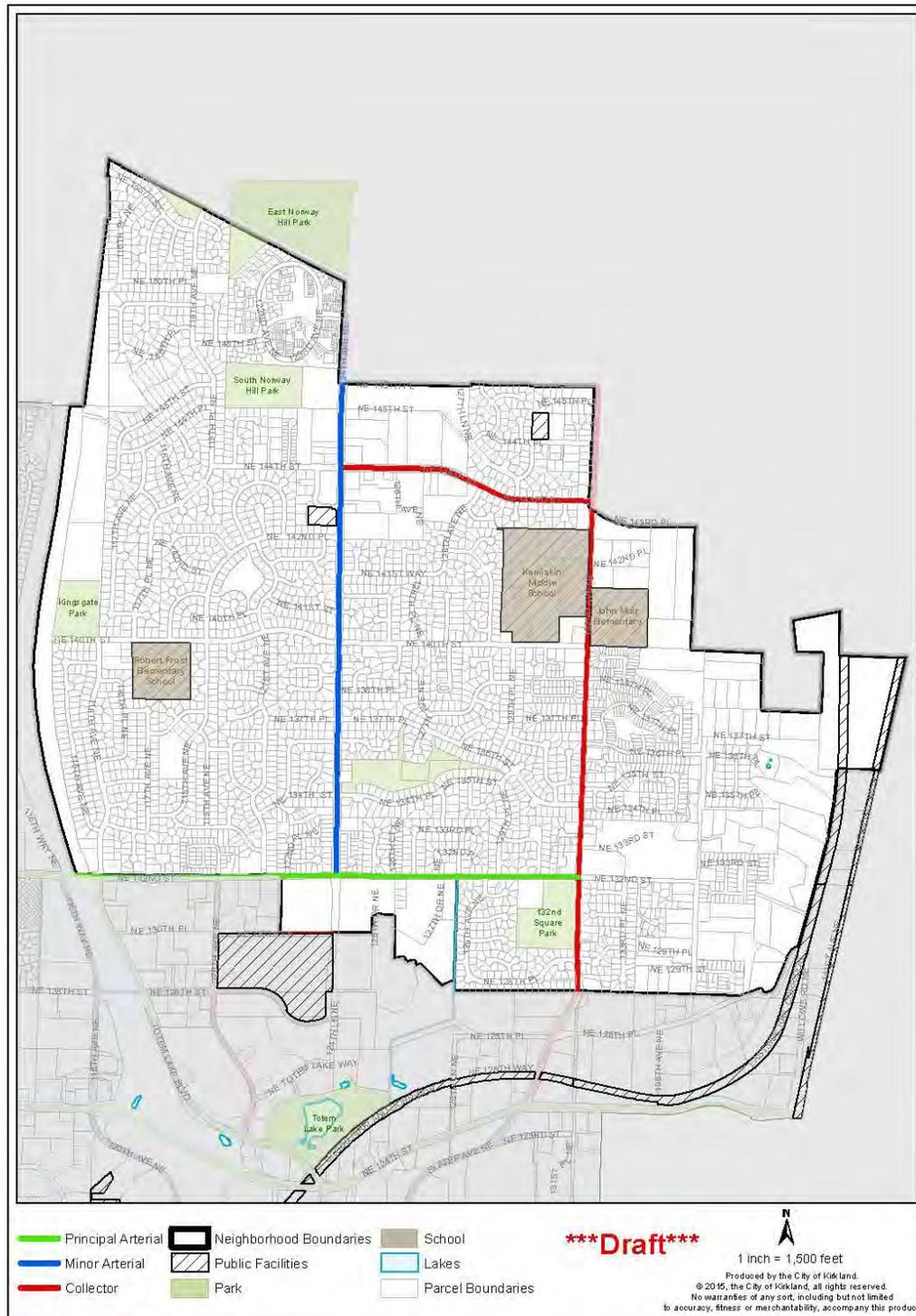


Figure K-4: Kingsgate Street Classifications

Policy K-10: Install measures to reduce by-pass traffic through the neighborhood.

The Kingsgate Neighborhood is subject to by-pass traffic due to I-405 congestion. Measures should be implemented to discourage by-pass traffic and also to reduce speeds and improve public safety on neighborhood streets, such as radar speed signs, traffic calming, street striping and reconfiguration, and lower speed limits.

Policy K-11: Complete through road connections in the neighborhood when properties are subdivided.

The eastern portion of the neighborhood contains many large vacant or further developable lots. When these properties are subdivided, through road connections should occur where feasible to provide an efficient road network and provide more options for alternative routes for drivers, pedestrians and bicyclists. See goals and policies in the Transportation Element Chapter of the Comprehensive Plan.

Policy K-12: Make road, bicycle and pedestrian improvements in surrounding neighborhoods to enhance area wide circulation.

NE 126th Place, east of 132nd Ave NE in the northeastern portion of the Totem Lake Neighborhood is in need of improvement, including street widening, sidewalks, bike lanes, and street lighting to improve safety and offer a convenient alternative route between the neighborhoods. It is an important connector between the Kingsgate and Totem Lake Neighborhoods and to the Cross Kirkland Corridor.

Pedestrian and bicycle connections should also be made between neighborhoods to provide through connections to and from the Totem Lake, Juanita, North Rose Hill and Kingsgate neighborhoods, the Sammamish Valley and to the CKC. These connections would improve access to commercial centers, schools, parks and other facilities. Trail access under the Seattle City Light easement is one opportunity to make these connections.

Construction of a freeway ramp and underpass improvements at I-405/NE 132nd NE should be made to improve traffic circulation and safety in the area. An overpass crossing at I-405/NE 140th Street should also be constructed for bicyclists and pedestrians to provide convenient and safe access to and from the Juanita Neighborhood. The only available access is currently along NE 132nd Street.

B. Pedestrian System***Policy K-13: Install sidewalks and pathways to complete the City's planned pedestrian circulation system.***

The Kingsgate Neighborhood has an extensive system of sidewalks and public and private paths that provide both recreation amenities and alternative transportation options (see Figure K-5, Kingsgate Pedestrian Circulation System). Some areas have sidewalks on both sides, others have sidewalks only on one side, while some have no sidewalks.

As development and redevelopment occurs, sidewalks should be completed and public pedestrian pathways should be constructed to complete connections to schools, parks, libraries and other public facilities, major street routes and the Kingsgate neighborhood commercial center to provide a complete pedestrian circulation system. Improvements to safe school walk routes should be a priority and include walk route signage and marked crosswalks. See goals, policies and the safe school walk route figure in the Transportation Element Chapter of the Comprehensive Plan.

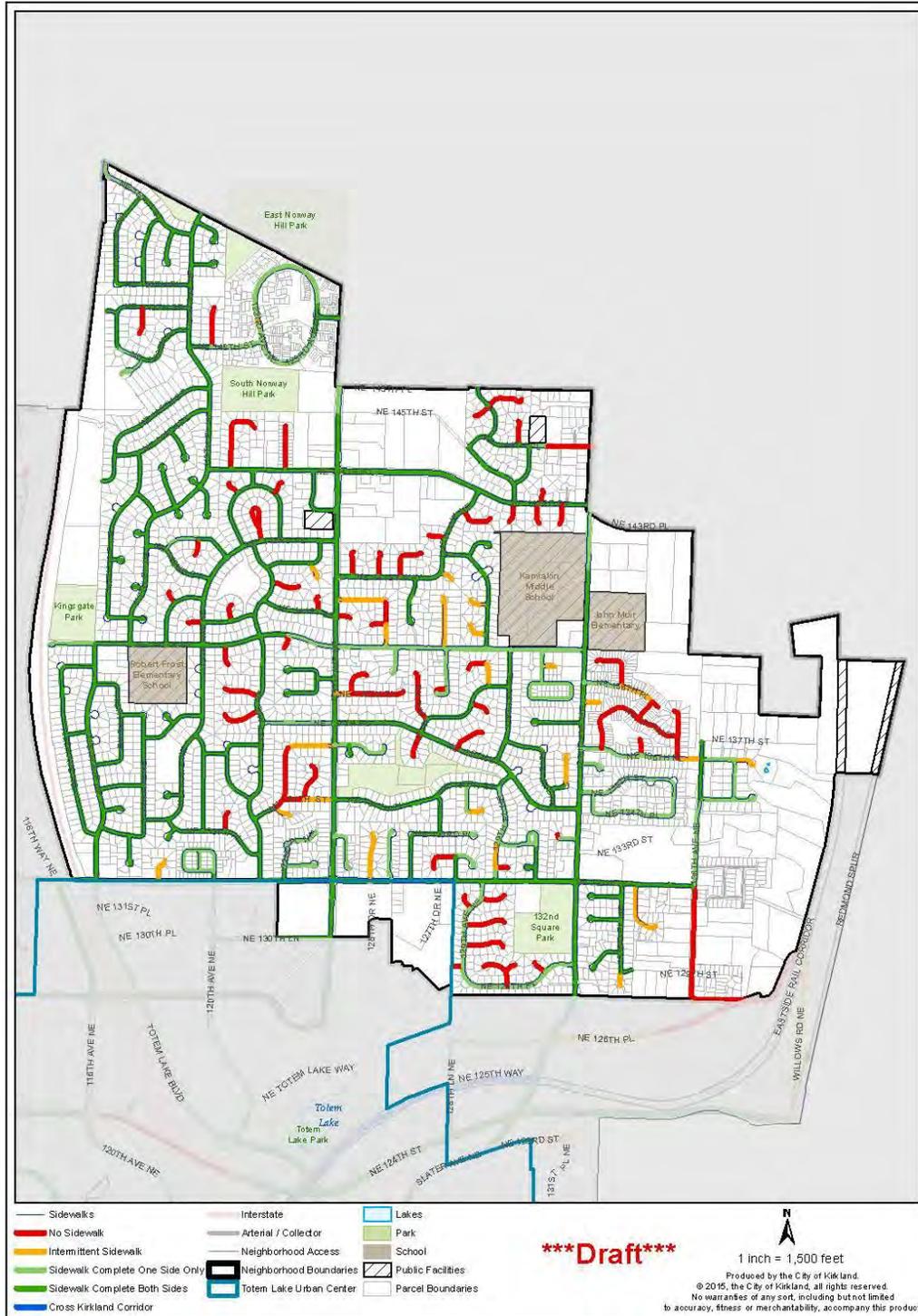


Figure K-5: Kingsgate Pedestrian System

Policy K-14: Provide access to CKC/Eastside Rail Corridor.

The northern portion of the Eastside Rail Corridor (continuation of the Cross Kirkland Corridor/CKC) is located in the eastern portion of the neighborhood. The City supports development of the Eastside Rail Corridor, owned by King County, as a multi-modal transportation corridor similar to the CKC. With development, redevelopment or platting, public pedestrian and bicycle access easements and improvements should be provided for properties adjacent to the Eastside Rail Corridor.

Also development of a path under the existing power lines on 124th Ave NE in the Totem Lake Neighborhood adjacent to Evergreen Healthcare would offer an opportunity to connect the Kingsgate neighborhood to the CKC, Totem Lake Mall and Totem Lake Park. Path development should include benches, attractive lighting and appropriate signage. See goals and policies in the Transportation Element Chapter of the Comprehensive Plan and the PROS Plan.

C. Bicycle System***Policy K-15: Install bicycle lanes and greenways to complete the City's planned bicycle system.***

The Kingsgate Neighborhood has striped bicycle lanes along 124th Ave NE, 132nd Ave NE and NE 132nd Street (see Figure K-6, Kingsgate Bicycle Circulation System). Bike lanes and greenways provide both recreational amenities and alternative transportation options. As development and redevelopment occurs, bike lanes should be installed and greenways improved consistent with the City's planned bicycle system. See additional goals and policies in the Transportation Element Chapter of the Comprehensive Plan.

8. Urban Design

Policy K-16: Promote high quality site design, provide streetscape improvements throughout the neighborhood and develop gateway features that strengthen the identity of the neighborhood.

Urban design features for the neighborhood includes an activity node at the Kingsgate neighborhood commercial center area and at the schools and parks. A plaza with a center fountain and benches provides an important outdoor community gathering space. Gateways into the neighborhood are at the north and south entrances of 124nd Ave NE, at the south entrance of 132nd Ave NE and at the east entrance of NE 143rd Place. The two power lines are also noted as visual urban features (See Figure K-7: Kingsgate Urban Design Features).

Good urban design contributes to the overall quality and identity of a neighborhood. Important elements include building and site design, building materials, parking area locations, signage, landscaping and vegetative buffers, lighting and use of art. Gateway features provide identity to the Kingsgate neighborhood and a wayfinding landmark. See goals and policies in the Community Character Element Chapter of the Comprehensive Plan.

See discussion under Land Use relating to design review for the Kingsgate neighborhood commercial center.

The Zoning Code contains regulations that ensure good site design, siting of commercial parking areas, signage standards, requirements for tree retention, commercial landscaping and vegetative buffers, and shielding of exterior lights.

Private development for commercial, subdivisions and multifamily development should dedicate land and install the gateway features located in the areas noted on Figure K-7, Kingsgate Urban Design Features as part of future development. In some instances, public investment may be necessary. Depending on the location, improvements such as landscaping, signs, structures, or other features that identify the neighborhood, could be included.

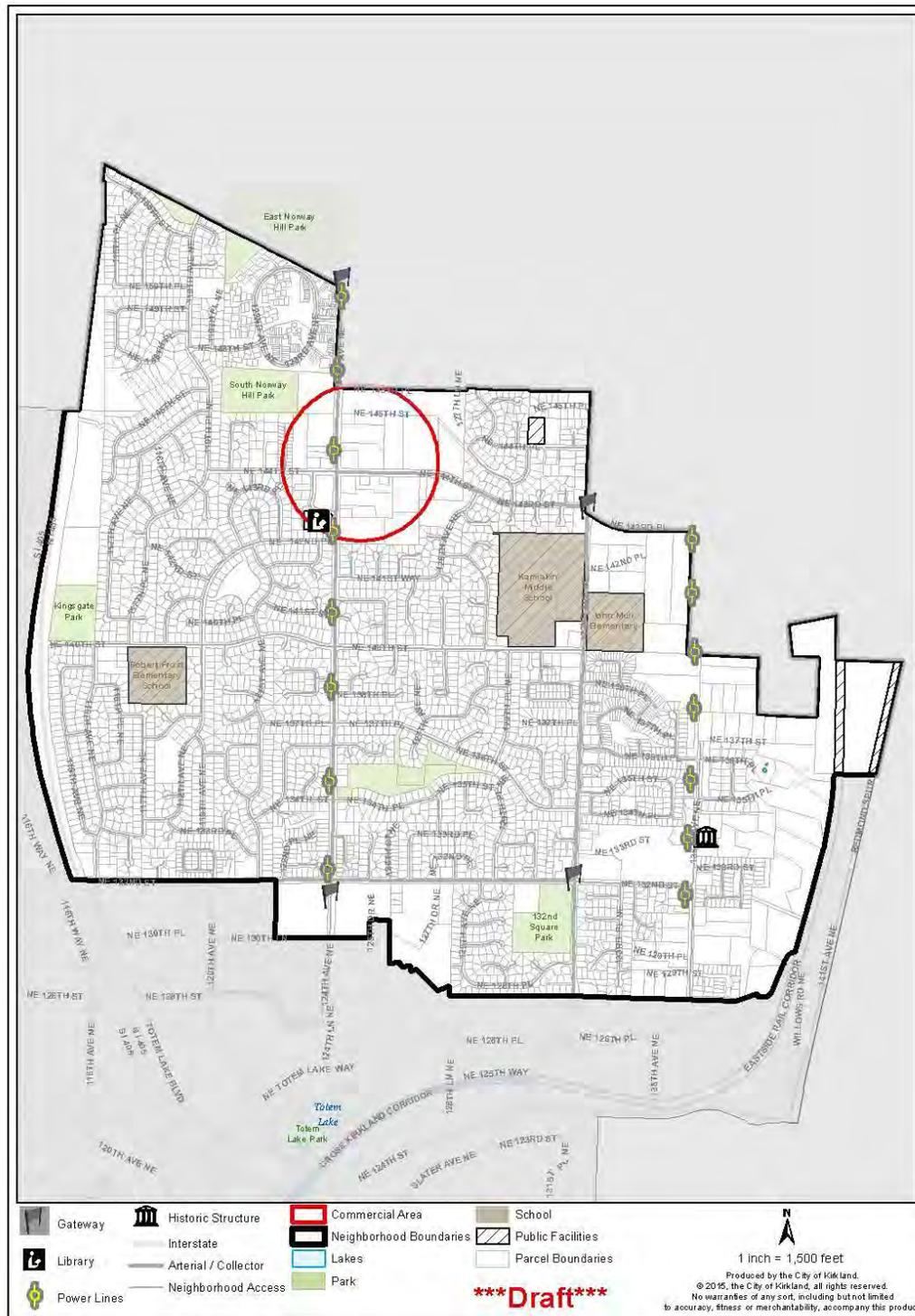


Figure K-7: Kingsgate Urban Design Features



Neighborhood Planning Workshop #4
Evergreen Hill, Finn Hill, & Juanita
Meeting Summary
February 19, 2014 and June 10, 2014

Background

The City of Kirkland is hosting a series of four neighborhood planning workshops during the months of January and February. These workshops are designed to help neighborhoods identify issues with their existing plans (or principles for new plans) as part of the City's Comprehensive Plan update process. The City hosted the fourth workshop on February 19, 2014 at the LDS Kirkland Stake center (7910 NE 132nd Street) from 6:00 to 8:30 pm. The neighborhoods at this fourth meeting included Kingsgate (Evergreen Hill), Finn Hill, and Juanita (North and South Juanita.) These neighborhoods share common boundaries and business districts. **Approximately 85 people attended** the workshop.

Welcome & introduction

Penny Mabie (facilitator) welcomed attendees to the meeting, reviewed the agenda, and discussed the format of the workshop. She noted that the purpose of the meeting was to inform neighbors about neighborhood plans in the context of the Comprehensive Plan as well as provide new neighborhoods the opportunity to add information to the Comprehensive Plan about their respective neighborhood's vision and values. Penny noted that while the North and South Juanita neighborhoods are now considered the same neighborhood association (Juanita), the South Juanita neighborhood already has a neighborhood plan in the Comprehensive Plan (the neighborhood should discuss to combine the north and south Juanita neighborhood boundaries into the name Juanita). Also, Finn Hill and Kingsgate (Evergreen Hill) will need to develop a neighborhood plan. Penny explained that following the full group session, there would be three focused break-out sessions organized by neighborhood.

Penny then introduced Jon Pascal (Planning Commission Chair for the City of Kirkland) who would be providing additional information about the purpose of the workshops as well as the Planning Commission's role in the workshops. The Planning Commission is a group of volunteers tasked to deliver an updated Comprehensive Plan for the Kirkland City Council's consideration. Given most neighborhoods at this workshop were annexed into Kirkland and do not currently have a neighborhood plan, Jon explained the purpose of this workshop is to explore neighbors' input and feedback about what they might consider in a neighborhood plan within the context of the City's Comprehensive Plan update. Jon noted that over 50% of Kirkland's population is represented by the three neighborhoods in attendance and that the Planning Commission had already received some input from Finn Hill and Evergreen Hill about what they would like to see in future neighborhood and city plans.

Jon went on to ask attendees to think about what they thought should go into a typical neighborhood plan including what they thought was great about their neighborhoods as well as what they thought their neighborhoods needed. With these ideas in mind, Jon reminded the audience about the value of their input.

Presentation

Penny introduced Eric Shields (City of Kirkland, Director of Planning). Eric gave a PowerPoint presentation that outlined the following:

- Background and purpose of the City's Comprehensive Plan update.
- Elements included in the Comprehensive Plan and how they affect urban development decisions, levels of service for public facilities, and zoning and development regulations.
- How the Comprehensive Plan integrates with Neighborhood plans and regulations.
- How the Comprehensive Plan evolves over time as a result of updates every eight years and annual planning and zoning amendments. The Planning Commission oversees this process and there are many opportunities for public involvement.
- Future 2035 growth targets for housing and employment, including 8,360 housing units and 22,430 jobs. Kirkland is also projected to experience an increase in population of 13,000 people to 94,000 by 2035. Kirkland has enough capacity with current zoning to meet both the housing and jobs growth targets.
- The City of Kirkland's growth targets in relation to other cities in the region. The graphic displayed how growth targets for each city are based on a hierarchy of growth centers located in each city.
- Questions related to the above targets and population growth:
 - What is our community image?
 - Where should new growth occur?
 - What types of jobs and businesses do we want?
 - How will we move from here to there? What are our future transportation options?
 - What kind of housing will be plan for?
- The ongoing process to evaluate the existing City-wide Vision statement and Framework goals.
- Major themes gleaned from the Visioning process. Kirkland residents envision their city to be Green, Walkable, Vibrant, Livable, Sustainable, Accessible, Sustainable, Friendly, and Healthy.
- What is in a neighborhood plan? Most neighborhood plans include a vision statement, specific goals, and policies related to topics ranging from historical context to urban design.
- How neighborhood plans fit into the Comprehensive Plan by planning for issues unique to neighborhoods such as transition areas, redevelopment sites, and pedestrian trails or other capital improvements.

- The neighborhood plan update process, which includes the first set of meetings in January and February 2014, are designed to engage neighborhoods and assess their plans. The second set of meetings in May and June 2014 are designed to report the results of the first set of meetings.
- Next steps include asking neighbors to attend Community Planning Day on April 26, 2014; the second set of neighborhood meetings in May and June 2014; opportunities to engage with various Planning Commission studies in 2014; and other ways for community members to stay involved in the Comprehensive Plan update.

Question and answer session

Comments and questions covered a range of topics, and are provided below. Answers to questions by City staff are noted in italics.

Has the City Council or planning group allocated the population growth target of 13,000 to the different neighborhoods?

No, there are not specific neighborhood targets. As we go through the Comprehensive Plan update process, we need to ask ourselves where the best locations are for that growth to occur. One of the things we thought was important is the linkage between growth and transportation and trying to make sure growth goes in places that are best equipped to handle transportation because that's going to be a big challenge for the City.

What are the origins of growth management; is it a mandate from the State, Federal government, etc.?

The Growth Management Act (GMA) didn't come from the Federal government; it came from the State Legislature in the late 1980s. There was a lot of concern and anxiety because it was a time of rapid urban growth and urban sprawl eating up farm and resource lands. After discussions over two sessions and a citizens' initiative, the legislature determined that we needed to deal with the growth and established the Growth Management Act. While the act came from the State Legislature, implementing it also involves layers of government between cities and the State. The Puget Sound Regional Council (PSRC) puts together a plan for the Puget Sound region (King, Pierce, Snohomish, and Kitsap counties) and each County has a County-wide plan. As Kirkland does its planning, one of the things we need to do is make sure we are consistent with those efforts as well. In a nutshell, the act is about protecting rural and resource lands from urban sprawl and targeting areas for the highest growth into urban centers including Totem Lake where the growth can be better served by mass public transit.

Do you have numbers for people leaving Kirkland?

No, but we've never known the population to go down. There was possibly population loss during the Boeing bust in the late 1970s and early 1980s.

Why are developers not waiting until the plans are updated before deciding what to do in terms of development, plus I'm concerned about developers getting permits to build over ravines?

Every permit that gets issued goes through review by several different City departments, including planning. In Kirkland, there are requirements for setbacks from such things as streams and buffers. There shouldn't be any development approved near those buffers, including streams.

Does spot zoning or expedited zoning conflict with the comprehensive plan? Is there public process associated?

Almost any zoning changes must first go through the public hearing process before going to the Planning Commission. The Commission is just finishing up with a package of zoning code amendments and those will be going on to the City Council. There is a process by which very minor changes with no substantive policy change can go straight to the City Council; but all zoning code changes need to go through the City Council.

When looking at increased population and jobs, how is the City looking at, or taking into account, transportation impacts?

The City has done a study under the existing zoning throughout the city where there are properties that are likely to be developed based on their land to improvement values. This formula, and the zoning that is in place, raises the question, which parcels are likely to be redeveloped in the next 20 years and to what density will they be developed? We take that information, normalize it to our targets, and give that to our transportation department. They use the information to project traffic flows from that target and understand potential impacts to the transportation network. That works help predict where the worse traffic problems are likely to occur in the future.

Do we have the power to change zoning based on our community input?

Current zoning is not unchangeable, although the City Council will ultimately decide whether zoning will be changed. As a reminder, we don't have to upzone at all to meet our targets. There may be places where upzoning is a desirable thing to do. Ultimately the City Council has the responsibility and authority to change the zoning with due process (public hearings, citizen input, Planning Commission review and recommendations, etc).

If the 20 year plan serves as a foundation for future decisions for existing Kirkland, is there not a Comprehensive Plan for the annexed neighborhoods?

Yes, there is a Comprehensive Plan for the annexation neighborhoods. When the City of Kirkland annexed your neighborhoods, we adopted King County's zoning.. There are, though, no neighborhood plans which focus on the finer points of the neighborhoods. The neighborhood plan would inform what the zoning and the Comprehensive Plan for the larger city should be. We'd like to get input from you on what should go into your neighborhood plan because the neighborhood plan is your opportunity to inform the Comprehensive Plan.

What about developments underway, is there an opportunity to stop those that do not fit into the Comprehensive Plan?

Not really, most are already vested since they have already applied for applications/permits and have the ability to move forward under the zoning that is in place now. The City Council could adopt a development moratorium, but short of that we can't stop them.

Did Kirkland's zoning rules come from King County and has Kirkland looked at doing something to determine whether something should be changed?

We did a review prior to annexation and the City Council decided to use King County's zoning rules. We did have to translate some King County rules into our code and make small changes, but we made no density changes.

Is there a way to predict demographics for the population growth targets and how those demographics might influence where some growth and shrinkage will occur?

That is something the City is looking at. We do see changes in demographics. The average household size is decreasing with fewer people living in each household. Younger generations have a desire for different types of housing than older generations. The City is paying attention to that and is part of a consortium of cities on the eastside called ARCH (A Regional Coalition for Housing). We have a Housing Needs Analysis the ARCH organization has prepared for the eastside and Kirkland.

How do you capture the unintended consequences when you upzone and are those impacts taken into account?

Yes, we do look at the impacts and consider them as part of any upzone decision.

As density increases, what is the City doing to protect greenbelt areas?

The City is going through a Parks, Recreation and Open Space planning process which includes identifying park and open space needs throughout the city. There are also opportunities associated with new development, where we could require areas to be left undeveloped.

The audience then broke up into their respective break-out session groups to have neighborhood-specific discussions.

Kingsgate (Evergreen Hill) Neighborhood break-out session

Kerri Franklin (Facilitator)

Paul Stewart (City of Kirkland, Deputy Director)

The facilitator welcomed the group, went over ground rules and had everyone introduce themselves. The facilitator then led the group in a discussion about neighborhood values and visioning. The City planner then walked through the questions and concerns sent in advance of the meeting by neighborhood leaders (see below), and provided initial responses to each. The specifics of the group's discussion are below:

Kingsgate/Evergreen Hill Vision Discussion

- Limit changes by maintaining low density
- More public parks
- Small neighborhoods
- The ability to walk to playgrounds and picnic area
- Being active by walking places
- Less rush hour traffic with the use of HOV lanes, zero emissions and "flying cars"
- Gridlock if Totem Lake is overdeveloped from NE 124th Street to NE 132nd Street
- Elementary schools people can walk to
- Complete sidewalks
- Pedestrian and bicycle connections to other neighborhoods such as the Cross Kirkland Corridor (CKC) and Red Hook
- Trees
- Birds
- Community gathering spaces such as the Kingsgate Plaza
- Neighborhood businesses
- Redevelopment of the Kingsgate Neighborhood Center
- The goal of a walkable community
- Neighborhood service such as coffee shops, grocery stores, gyms, etc.

What should be in Kingsgate/Evergreen Hill's Neighborhood Plan Discussion

- Roads in and out of new development at NE 136th Street and NE 128th Street
Roadway safety measures
- Bigger roads
- More Sidewalks
- Better connection between roads
- A system or infrastructure for walking and biking
- Buy the Cross Kirkland Corridor to continue from Slater Avenue north to keep it going
- Review the RS8 zoning taking a critical look at new development in RS8 area if possible
- Address the cut through traffic issue
- Re-examine the option of extending Willows Road through to the wineries
- For safety, provide traffic calming on NE 140th Street and NE 119th Street to keep speeds down
- Address the NE 132th Street west-bound capacity issue; there's heavy traffic in that area
- Improve pedestrian safety measures between NE 144 Street and NE 119th Street between shopping centers by providing better street lighting or pedestrian boulevard
 - One option could be to provide crosswalk lights like the ones found in downtown Kirkland
- To improve safety for kids and families, supply a pedestrian crossing at the library
- Keep the gathering space and outdoor public area at the King County Kingsgate library
- Consider acquiring the Kingsgate 5 Park
- Consider acquiring the Hazen Hills Park (Hazen Hills is looking at possibly donating it to the City)
- Explore the opportunity for a community center at Kingsgate 5 and old fire station
- Solve the problem of fire response times by providing a station on the eastside of I-405 and cooperating with the City of Woodinville to build the station
- Provide a pedestrian and bicycle bridge at NE 140th Street to cross I-405; this could be an emergency response bridge but likely to be expensive
- The above bridge could connect to parks such as Kingsgate Park
- If there's an Aquatic Center at South Norway Hill Park consider the following:
 - Provide ample parking
 - The Aquatic Center could accomplish the neighborhood center idea
 - The Aquatic Center should account for traffic impacts
 - There could be positive impacts for the Kingsgate center
 - A pedestrian bridge could provide great access to the Aquatic Center

- The Department of Transportation staging area north of Kingsgate Park could be purchased and added to Kingsgate Park
- Make Kingsgate Park a little less dangerous (shady)
 - Improve signage that is more welcoming to Girl Scouts and less welcoming to “long-term residents”
 - Clean up the park by bringing in native plants and remove non-native plants
 - Provide informal parks that have a forest park feel; something people can use for urban hikes (Kingsgate Park)
- Connect greenbelt corridors in the Kingsgate areas
- Provide accessible public transportation such as more frequent busses, busses that run later in the day and busses that go places other than downtown
- Provide public transportation that have pedestrian and bicycle corridors to transit stations and more bus shelters

Kingsgate or Evergreen Hill Name Discussion

- This topic should be brought up in a larger conversation
- Some people identify with Kingsgate
- The name should be distinctive to the neighborhood
- Kingsgate is half the area of Kirkland but a quarter of the population
- The name needs to be community oriented
- Kingsgate has a lot of home owners associations (HOA) and not all people in the community live in one of the Kingsgate HOAs
- The name Kingsgate belongs to more than just the HOAs, it also applies to the library, shopping center, ice arena, etc.
- Should the neighborhood association lead this conversation and work with the City to get the word out?
- Look at the work the neighborhood committee has done as they’ve had this discussion before
- The goal of the Evergreen Hill name was to be inclusive of the whole community
- Ask the City to help with creating an online forum to continue this discussion

JUNE 10, 2014 MEETING: SUMMARY OF COMMENTS

Background and purpose of meetings

The City of Kirkland hosted the second series of four neighborhood planning workshops during the months of May and June. The City hosted the first set of workshops in January and February. The meetings in January and February focused on helping neighborhoods identify issues with their existing plans (or principles for new plans) as part of the City's Comprehensive Plan update process. The purpose of this series of meetings is to:

- Report back to neighborhoods on the City's response to issues and suggested changes or additions to existing neighborhood plans.
- Further explore how shared business districts might change in the future.
- Further explore issues from the first set of meetings that need clarification or additional thoughts.

The City hosted the fourth meeting in this series on June 10 at the LDS Stake Center (7910 NE 132nd St) from 6:00 to 8:30 pm. Neighborhoods in attendance included Juanita, Finn Hill, and Kingsgate. These neighborhoods share common boundaries and business districts. **Approximately 45 people** attended the meeting.

Upon signing in, staff gave attendees a meeting agenda and copies of transcribed notes from the first workshop organized by neighborhood and theme. Staff also gave attendees transcribed notes that focused specifically on transportation and parks and open space related issues. The purpose of these materials was to give attendees the opportunity to review comments from the first workshop and give feedback on comments and issues that needed further clarification and additional insight.

Introductions

Penny Mabie (facilitator) welcomed attendees to the meeting, introduced staff, reviewed the agenda, and discussed the format of the meeting. She gave a brief synopsis of the first workshop and outlined the goals of this meeting. Penny noted that following the discussion on the City's response to the first workshop's comments, there would be a break where attendees would have the opportunity to review and provide comments and questions on wall exhibits that highlighted comments, issues, and themes from the first meeting specific to Juanita, Finn Hill, and Kingsgate.

Response to first meeting's comments

Overview presentation

Paul Stewart (City of Kirkland, Deputy Director of Planning) started this discussion with an overview presentation. In addition to the objective of the workshops and key themes from the first meeting, the presentation focused on the schedule for updating the Comprehensive Plan including updating the general elements of the plan such as land use, economic development, and housing; selecting Citizen

Amendment Requests for study; and the Environmental Impact Statement (EIS) process. The presentation also touched on comments and themes from the first meeting and the City's response to those comments and themes.

Walkability

Jeremy McMahan (City of Kirkland, Planning Supervisor) concluded with a presentation on the 10-Minute Neighborhood concept. This concept is based on a person's ability to walk 10 minutes from where they live to where they go to school, work, shop, and play. The City of Kirkland is currently developing a tool to map things that contribute to walkability such as proximity to destinations and how accessible are those destinations (how does a person get there).

Transportation opportunities

David Godfrey (City of Kirkland, Transportation Engineering Manager) continued the discussion with a presentation on transportation. David's presentation highlighted the goals of the Transportation Master Plan, gave an overview of trends in vehicle miles traveled and changes in transportation priorities, and illustrated how planners consider how well streets connect housing with local businesses and other community assets. The presentation concluded with an examination of how the City can find the right balance of land use and transportation projects.

One output of the tool is a heat map. The heat map shows areas in Kirkland that are more or less walkable by overlaying attributes such as parks, schools, and sidewalks. Most importantly, the map shows where connection gaps exist. One goal of the tool is to help identify where growth could occur, help the City prioritize where capital improvements should be made, and highlight where pedestrian connections can be improved.

Question and answer session

Attendees asked City staff questions and gave comments about the overview, 10-Minute Neighborhood concept, and presentation on transportation opportunities. Comments and questions covered a range of topics, and are provided below. Answers to questions by City staff are noted in italics.

Is there a central location where we can look at the full description of the comprehensive plan?

The existing Comprehensive Plan is on the City's website. Currently there is no neighborhood plan for the Kingsgate, Finn Hill and North Juanita neighborhoods. As draft sections of the Comprehensive Plan update are available we will be putting it up on the Kirkland 2035 website.

What is the City's process for handling a Citizen Amendment Request (CAR)?

Citizens can submit an application form found on the City's website. Once the application is submitted, it goes through the Planning Commission and City Council for review. Then it may be incorporated into the environmental review for analysis. CARs will be publically published and the public will have the opportunity to comment. Staff will determine which CARs to present to the City Council and the City Council will report back which CARs are eligible for further study.

Is there no way to change the zoning or density of property that were first approved by the County?

Yes, but it usually requires changing the Comprehensive Plan first. Now is the time to request this. You should discuss this further in the breakout groups and or submit a CAR.

How does the City view high density development versus residential and commercial mixed uses?

This is a part of the conversation we are having now. The question for us, and you, is where and how should new growth occur.

Is the 10-minutes neighborhood goal of walkability realistic for Kirkland?

Yes, we believe it is.

Has the city looked at what percent of the population lives in a walkable area?

Not yet as we are still piloting the basic functions of the 10-minute walkability tool.

Are there examples to see if the 10-minute walkability tool is productive?

Yes we have looked at examples of other cities such as Portland. Portland has been using this model extensively.

Are there any plans or information for the Albertson's site in North Juanita?

There is no new news to report on this issue at the moment. However, this issue would be a great topic for the Juanita group to discuss in terms of land use, walkability, and what you want to see in your neighborhood.

We could lose green space by building the new Juanita pool. Why isn't the City considering something like the Albertson's site to build a new pool?

The Albertson's site was considered. But to build the aquatics center, it would be too costly given the land needed. We are using park land because it is less costly.

In terms of capital facilities, how does the City prioritize what to spend money on and how much?

These priorities are outlined in the Capital Facilities Plan. In general, the higher the level of service, the more money is needed. Identifying priorities for the City is what this comprehensive plan update process is about.

Can we see the 10-minute neighborhood maps in more detail?

Yes, they will be posted soon on the City's website.

Will construction approved by the County prior to annexation continue until completion?

That depends on when the construction was approved. If the County approved the work and issued a permit, it will continue under the County's rules. If the work was approved, but no permit was issued by the County, that technically falls under Kirkland's rules. If zoning changes are necessary, that could be addressed by the Comprehensive Plan update.

Break

Penny instructed attendees to take a break and review the exhibits around the break-out rooms concerning differing viewpoints, transportation issues, and comments from the first meeting. Attendees were asked to provide comments and questions on the exhibits, as well as mark which comments they liked with a sticker. For a detailed list of comments and questions please see the attached spreadsheet.

The audience then broke up into their respective break-out session groups to have neighborhood-specific discussions about business districts and neighborhood plans.

Close out

Janice Coogan (City of Kirkland, Senior Planner) outlined the next steps including upcoming Planning Commission study sessions. She also highlighted ways for people to stay involved with the project including attending future public meetings web links to Kirkland 2035 homepage and the Ideas Forum:

- www.kirklandwa.gov/Community/Kirkland2035
- www.IdeasForum.kirklandwa.gov

COMMENTS FROM NEIGHBORHOOD ASSOCIATIONS WITH STAFF RESPONSES

Neighborhood Association Comments in RED or PINK.

Staff Response in BLUE. Attachment 12 includes revised text that incorporates comments from neighborhood association

Kingsgate Neighborhood

1. Overview

The Kingsgate Neighborhood is located in the northeast corner of the city (see Kirkland Neighborhood Map above). The neighborhood is bounded by I-405 to the west, the Tolt Pipeline Trail and the City limits to the north, the City limits to the east and the Totem Lake Business District to the south and southeast. Both 124th Ave NE and 132nd Ave NE provide primary north-south connections with Totem Lake to the south and the cities of Bothell and Woodinville to the north. East-west access is provided by NE 132nd Street and by NE 143rd Street to Woodinville and the Sammamish Valley to the east. The Kingsgate neighborhood commercial center in the northern portion of the neighborhood along 124th Ave NE serves as a northern gateway into the City

The neighborhood contains 1,279.64 acres at 2.3 square miles, the third largest neighborhood after Finn Hill and Juanita (Kirkland GIS 2013). As of 2010, it had a population of 13,065 people.

The following land uses make up the neighborhood:

Land Uses	Percent of Land Area
Single family	56.68%
Right-of-way	18.13%
Vacant	9.90%
Multifamily	7.23%
Institutions	3.86%
Park/open space	2.54%
Commercial/mix uses	1.36%
Utilities	0.16%
Offices	0.07%

(Kirkland GIS, 2013)

COMMENTS FROM NEIGHBORHOOD ASSOCIATIONS WITH STAFF RESPONSES

As these land use acreages reveal, Kingsgate is predominately single family residential. Multifamily residential makes up a small percent of land area followed by commercial/mixed use and office. Of the 817.13 residential acres, in 2013 there were 3,244 single family units and 1,665 multifamily units for an overall residential density of 6 units per acre (*Kirkland, GIS 2013*). The neighborhood also contains a shopping center, a King County library, several public and private parks, private open space tracts, two elementary schools and a middle school (see Figure K-1, Land Use Map).

Other important features in Kingsgate are the Seattle City Light transmission line along 124th Ave NE, Woodinville Water Tower on 130th Ave NE, and two parallel Olympic Pipeline Company's liquid pipelines and a PSE transmission line located in the eastern portion of the neighborhood. For other information on utilities in the Kingsgate Neighborhood, see the Utilities Element Chapter of the Comprehensive Plan.

The Kingsgate Neighborhood Plan was prepared in 2015. Neighborhood plans allow for more detailed examination of issues than the city-wide Comprehensive Plan elements, with a focus on smaller geographic areas and the application of city-wide goals and policies to the unique circumstances of each neighborhood. The document is a guiding plan on land use, park and open spaces, natural environment, multi-modal transportation, and urban design for the neighborhood.

It is intended that neighborhood plans be consistent with the citywide Elements, but if there is need for clarification, the goals and policies in the General Element chapters prevail.

Figure K-1: Kingsgate Land Use Map

2. NEIGHBORHOOD VISION

Kingsgate's character is overall predominately low density residential with a small neighborhood feel. Varied housing choices, as well as efforts to preserve affordability in housing, help to expand housing opportunities for all residents within the neighborhood. Local residents value the Kingsgate neighborhood mixed use commercial center as a way to meet their shopping and service needs and as a community gathering place. A community center and public library provides a place for public events and activities. Improved and well maintained parks in each part of the neighborhood offer a variety of recreational opportunities. Trees are preserved or replaced to provide a consistent vegetative canopy throughout the neighborhood, connect greenbelt corridors and support wildlife. Through road connections spread traffic evenly throughout the neighborhood, while traffic calming improvements are placed near schools as needed to ensure safety. Extensive pedestrian and bicycle connections are found within the neighborhood, and to other neighborhoods and the Cross Kirkland Corridor/Eastside Rail Corridor. Transit service provides frequent bus service within the neighborhood and to the rest of the City. . Opportunities exist along NE 144th St on either side of the commercial center as well as north-south connecting schools for the creation of greenways that will promote non-vehicular transportation. Facilities exist to begin this transition including sidewalk, curb cuts, and street lights which encourage walking and biking throughout the neighborhood. Ideally, future transportation improvements will improve inner neighborhood transportation/access while discouraging "by pass" traffic due to congestion along the adjacent I-405 corridor.

COMMENTS FROM NEIGHBORHOOD ASSOCIATIONS WITH STAFF RESPONSES

STAFF RESPONSE: Staff added edits to Draft Plan to reflect comments. Note that bike greenways are placed on low volume streets parallel to the high volume streets as an alternative way to safely travel for bicyclists and pedestrians. NE 144th Street serving the commercial area and 132nd Ave NE serving the schools are medium to high volume streets. So greenways are unlikely to be located on these two streets, but on other streets

3. Historical Context

In the early 20th century, Kirkland was the center of the Eastside, with an industrial and agricultural base and a ferry to Seattle. Industry attracted significant development during World War II, however, starting in the late 1940s growth centered to the south along the SR 10 (now I-90) corridor. After the Evergreen Point Bridge opened in 1963, development in the older part of Kirkland and areas to the north increased dramatically. The single family subdivisions that form the core of the Kingsgate neighborhood began with development of Kingsgate Highlands from 1965 to 1976, High Woodlands from 1966 to 1976, Hazen Hills from 1966 to 1970, Forest Grove 1971, Breakthrough/Lendemain in 1972, Firloch 1972 to 1989, Upland Greens from 1980 to 1983, and several many other subdivisions. Farms, orchards, and pastures were still present in the 1990's.

The neighborhood has one historic structure recognized by the Kirkland Heritage Society which is a 1943 farmhouse at 13240-136th Ave NE.

Kingsgate was in unincorporated King County until it was annexed into the City in 2011 as part of the Juanita/Kingsgate/Finn Hill annexation. See Figure I-2 City of Kirkland's Annexation Areas in the Introduction Chapter of the Comprehensive Plan.

STAFF RESPONSE: Agree with neighborhood association's changes. Staff added edits to Draft Plan.

4. Land Use

With annexation, the City adopted the underlying zoning that existed in King County as of 2011 (See Figure K-1, Land Use Map).

Residential

Residential land uses occupy the majority of the Kingsgate Neighborhood. Residential zoning ranges from low density residential at 1, 4, 6 and 8 units per acre to a mix of medium density and high density residential. Low density residential makes up the core of the neighborhood with medium and high density multifamily located only around the Kingsgate commercial area and on both sides of NE 132nd Street (See Figure K-1, Kingsgate Land Use Map).). As a result of previous county jurisdiction, there are an above average number of family homes throughout the Kingsgate area. These homes provide a service to senior residents and balance the demographic of newer families attracted to easy school access.

An area in the southeastern portion of the neighborhood is planned and zoned for a density of up to one unit per acre. This area is designated as an urban separator under the King

COMMENTS FROM NEIGHBORHOOD ASSOCIATIONS WITH STAFF RESPONSES

County Countywide policies. Urban separators are areas of low density within the Urban Growth Area that protect adjacent resource land and environmentally sensitive areas. They also create open space corridors within and between the urban areas that provide environmental, visual, recreation and wildlife benefits (See Figure K-1, Kingsgate Land Use Map).

STAFF RESPONSE: Staff spoke to neighborhood association. What is mean above is that many seniors live in the Kingsgate Neighborhood because of the close proximity to Evergreen Healthcare and other healthcare providers. Staff edited Draft Plan to reflect this info.

K-1: Generally maintain the planned residential densities.

The vision of the neighborhood is to generally maintain the residential densities throughout the neighborhood. However, as part of a future plan update, study of the neighborhood commercial center or other City public review process, consideration should be given to potentially higher densities along arterials near the commercial area respecting current height limits. Increasing residential density would provide additional housing near shops and services and would further support transit. No additional commercial growth should infringe into existing residential housing areas north of NE 132nd street. See goals and policies in the Land Use Element Chapter of the Comprehensive Plan.

STAFF RESPONSE: If residential density is increased along arterials, the height limit would likely remain at 30 feet which is consistent with the surrounding single family neighborhood. Staff edits shown in blue above. Staff added some of the edits to Draft Plan.

Note stating that the boundary of the commercial area should not be expanded would limit future options for expanding the commercial area with a City study of the business district or as a citizen amendment request unless the policy was changed.

Commercial

The Kingsgate commercial area is defined as a “Neighborhood Center” (mixed use) in the Land Use Element of the Comprehensive Plan. The commercial area is located on the both sides of 124th Ave NE between NE 142nd Place and NE 145th Street. The center provides the neighborhood with a variety of shops and services, including a grocery store and recreational facilities (See Figure K-1, Kingsgate Land Use Map).

Policy K-2: Retain neighborhood oriented commercial services.

The existing Kingsgate neighborhood commercial center offers a wide range of uses, including a grocery store, banking services, restaurants, a variety of retail shops, and entertainment recreation facilities, and a King County Branch Library. These businesses provide a convenience for nearby residents and local employees and should be retained.

STAFF RESPONSE: King County Library is not located in the commercial area. It is located in a high density residential designated to the west of the commercially designated area. This text should not be added to the commercial area description. Staff has inserted a new second sentence here about coffee shops and other gathering places in response to the neighborhood comment under the Urban Assets section below.

Policy K-3: Encourage mixed use, neighborhood scale, pedestrian oriented commercial center.

COMMENTS FROM NEIGHBORHOOD ASSOCIATIONS WITH STAFF RESPONSES

The Kingsgate neighborhood commercial center should over time be transformed into a mixed use, neighborhood scale, pedestrian oriented commercial center with some residential. Ground floor uses should be primarily retail and commercial (non-residential). Commercial uses should be oriented to adjacent arterials and pedestrian pathways. Surface parking areas should be located to the side or rear of buildings and not in the front of buildings facing the street, unless not feasible, and include attractive tree and low shrub landscaping features. See policies in the commercial and mixed use section of the Land Use Element Chapter.

STAFF RESPONSE: *Agrees with neighborhood text. Staff added edits to Draft Plan.*

Policy K-4: Establish design guidelines and design standards for the neighborhood center.

Good urban design creates attractive commercial areas with a human scale and pedestrian-oriented streets through building placement and design. It also minimizes the obtrusive nature of parking lots and provides an effective transition between commercial areas and surrounding residential neighborhoods. Therefore, design guidelines and design standards should be established for the Kingsgate neighborhood commercial center for all new expanded and remodeled commercial, multi-family or mixed use buildings. See policies in the commercial and mixed use section of the Land Use Element Chapter.

Policy K-5: Provide a gateway feature and street scape improvements.

A gateway feature, such as signs or sculpture, should be provided near the City limits on 124th Ave NE heading south from the northern border with Bothell on NE 145th street, on NE 143rd PL heading west from Woodinville, on NE 132nd street & 116th Ave NE heading west from the North Juanita neighborhood and on Slater Ave/132nd heading north into as an entranceway into Kirkland (See Figure K-7, Kingsgate Urban Design Features Map). As part of future development, the City may require dedication of land for an entrance sign or landscape feature. In addition, streetscape improvements should be coordinated throughout the commercial center, including street trees, street furniture, and other amenities like flowers, banners, and signs. Use of sandwich boards for commercial advertising should be limited. See policies in the commercial and mixed use section of the Land Use Element Chapter.

STAFF RESPONSE: *Gateway being described here is only for commercial area. All other gateways are described in the Urban Assets section below with map. No change to Draft Plan.*

Second sentence about signage should not be added to a neighborhood plan. The City does not permit these signs on sidewalks or in the street. If the neighborhood has an issue with sandwich boards signs in either locations, City code enforcement should be notified.

5. Natural Environment**Policy K-6: Protect and enhance wetlands and streams.**

Two drainage basins are located in Kingsgate: the Juanita Creek Basin with streams flowing to the southwest towards I-405 and the Kingsgate Slope Basin with streams flowing to the east towards Redmond. The neighborhood has a scattering of open streams and piped streams. A few small wetlands have been delineated and identified with site development. As future

COMMENTS FROM NEIGHBORHOOD ASSOCIATIONS WITH STAFF RESPONSES

development occurs, more wetlands may be identified (See Figure K-2, Kingsgate Sensitive Areas Map).

It is important to protect and enhance the wetlands and streams in the Kingsgate neighborhood through management of activities affecting vegetation, water, and the land. Protection of the natural resources preserves fish and wildlife habitat, maintains water quality, prevents degradation or loss of natural features and functions, and minimizes risks to life and property. See additional goals and policies in the Environment Element for preservation and enhancement of the streams and wetlands and their buffers in the sensitive areas.

Figure K-2: Kingsgate Wetland, Streams and Lakes

Policy K-7: Regulate land use and development in or adjacent to geologically hazardous areas.

The eastern and southern portions of Kingsgate Slope and an area north of Totem Lake in the Juanita Basin contain high landslide hazards, (See Figure K-3, Kingsgate Geologically Hazardous Areas). These steep slopes and ravines are subject to erosion and hazardous conditions (earthquakes and landslides). They pose a potential threat to the health and safety of the community. Damage resulting from landslides may include loss of life and property, disruptions to utility systems, or blockage of transportation and emergency access corridors. Landslides are highly probable in many steep and unstable slope areas, regardless of development activity. They may be triggered by grading operations, land clearing, removal of trees and vegetation, irrigation, or the load characteristics of buildings on hillsides. For these reasons, development is regulated where landslides are likely. In some cases, regulation may result in severe limitations to the scale and placement of development, and land surface modification should be limited to the smallest modification necessary for reasonable site development. Improvements to mitigate erosion control should be addressed where previous development in county lands was not put in place prior to development. See additional goals and policies in the Environment Element for developing in these landslide hazard areas.

STAFF RESPONSE: Staff agrees with neighborhood comment with a few revisions. Staff added edits to draft Plan.

Policy K-8 Protect existing Greenbelts

Greenbelts are found in various areas around the Kingsgate neighborhood. On the southern end of the neighborhood a greenbelt exists below NE129th Street/NE 128th Street which is on a high hazard slope. To the east the greenbelt exists behind John Muir Elementary school, to the west a greenbelt buffers 405 from residents in the High Woodlands area and to the north portions of the Tolt Pipeline. These areas should be protected from all development and expanded as they serve a purpose including erosion/landslide mitigation, sound barriers, and visual barriers from commercial zones and provide animal habitats and travel corridors for birds and other urban wildlife.

COMMENTS FROM NEIGHBORHOOD ASSOCIATIONS WITH STAFF RESPONSES

STAFF RESPONSE: Staff agrees with neighborhood comments but notes that a “greenbelt” in planning terms is a recorded easement for perpetual preservation of vegetation. The areas mentioned above are probably not in greenbelt easements except the area below NE 129th Street in Totem Lake. Staff has added a new policy to reflect the comment, except uses the term “vegetative corridor.”

Figure K-3: Kingsgate Geologically Hazardous Areas

6. Parks and Open Spaces

In 2015, the City prepared the Park Recreation and Open Space (PROS) Plan, a six-year guide and strategic plan for managing and enhancing park and recreation service in Kirkland. The importance of both public and private park facilities and open spaces to meet the community needs is discussed the plan. The PROS Plan includes neighborhood based recommendations for acquisition of park land and improvements to park facilities.

The Kingsgate Neighborhood has four public parks: two community parks and two neighborhood parks. Two of the parks are undeveloped and one park is not owned by the City (see Figure K-1, Kingsgate Land Use).

- **132nd Square Park** at NE 132nd Street and 132nd Ave NE is a 9.75 acre community park. The 2015 PROS Plan identifies a need to **control drainage issues** and renovate the playfields and to do minor park enhancements and repairs.
- **Kingsgate Park** at NE 140th Street and 116th Ave NE is a 6.91 acre neighborhood park. The 2015 PROS Plan identifies a need to create a master plan and expand the park to the north, **improve signage and link NE 140th to the North Juanita neighborhood with a pedestrian/bike overpass of I405 for improved neighborhood connections and safer school walk routes to the High School from the Kingsgate neighborhood.**
- **South Norway Park** at NE 145th Street and 120th Ave NE is a 9.80 acre undeveloped neighborhood park. The 2015 PROS Plan identifies a need to create a master plan and develop the park for active and passive recreation. The Plan also supports a need to implement a Green Kirkland forest restoration plan and a signage program to identify marked paths. Lastly, the Plan identifies a need to acquire easements and access ways across private property to improve the park entrance.
- **East Norway Hill Park** is a partially developed community park owned by the City of Bothell. The southern portion of the parcel located south of the City limits at approximately 120th Ave NE is within the Kingsgate neighborhood and is undeveloped.

The neighborhood also has **six** private parks associated within **homeowner association controlled housing developments**. These parks offer a mix of important recreational space, including pools, tennis courts and playgrounds, and ball fields for the residents of those homeowners associations. **These parks include Kingsgate 1 & 2, Kingsgate 3 & 4, Kingsgate 5, High Woodlands, Hazen Hills and Upland Green Neighborhood Associations.**

In addition, the Kingsgate Neighborhood also has a variety of open space tracts, some of which are not suitable for construction or are located within streams and/or on steep slopes.

COMMENTS FROM NEIGHBORHOOD ASSOCIATIONS WITH STAFF RESPONSES

To meet the City's level of service standards for overall distribution and equity, the PROS Plan has also identified a need for park acquisition in the northeastern and central portions of Kingsgate. The city should identify underutilized and maintained private parks for future purchase as well as some of the last larger acreage home sites still available for acquisition, before it is lost to developers.

STAFF RESPONSE: Planning Commission recommends that the neighborhood plan not go into detail about future improvements to the parks, but refer to the PROS Plan. In the draft Plan, the list of parks has been abbreviated.

Comment concerning NE 140th Street and I-405 overpass are transportation issues and should not be discussed under the Park section. Staff has added the comments to the Transportation Section.

The last sentence about purchasing certain private park land is too prescriptive for a neighborhood plan. Policies should focus on park needs and not specific locations. However, the Planning Commission has recommended that the Park Element contain a policy about consideration of taking over private parks if requested and where appropriate.

Policy K-8: Implement the projects identified in the 2015 PROS Plan as funding and city resources become available.

The recreational needs of the neighborhood will be more fully met when the projects in the PROS Plan identified for Kingsgate are completed. See the PROS Plan for more detail and the goals and policies in the Park Element Chapter of the Comprehensive Plan.

7. Transportation

A. Roads

The circulation patterns in the Kingsgate Neighborhood are well established. The primary north-south routes through the neighborhood are via 124th Ave NE (minor arterial), 132nd Ave NE (Collector Street) and 116th Ave NE (neighborhood access street) and its extension northward. The primary east-west routes are via NE 132nd Street (principal arterial), NE 144th Street, (collector street), NE 143rd Street (neighborhood access street), and NE 140th Street (neighborhood access street). 132nd Ave NE provides access to both Kamiakin Junior High and John Muir Element School while NE 140th Street serves Robert Frost Elementary School. 124th Ave NE and NE 144th Street provide access to the Kingsgate neighborhood commercial center. Many of the older established subdivisions contain cul-de-sac streets that limit through connections. Improvements in street lighting on NE 140th, NE 132nd St east of 132nd NE Ave, and 136th Ave NE/NE 128th St (school walk routes) is desired. (See Figure K-4, Kingsgate Street Classification Map).

Although it is not in our neighborhood, NE 126th Place, east of 132nd Ave NE is in need of improvement, including widening, sidewalks, bike lanes and lighting. It is an important connector to for cars, bikes, and pedestrians to work and shopping as well as the Cross Kirkland Corridor.

The Kingsgate neighborhood is subject to ongoing cut-through traffic when I-405 is congested. Additional measures to discourage cut-through traffic and reduce speeds on neighborhood streets to improve public safety such as radar speed signs, traffic calming, striping, street reconfiguration, and lower speed limits should be implemented.

Construction of the northern on- and off- ramps to I-405 and improvements to the intersections at the underpass would help the traffic circulation in the area.

COMMENTS FROM NEIGHBORHOOD ASSOCIATIONS WITH STAFF RESPONSES

STAFF COMMENTS: Staff agrees with neighborhood comments and has added new policies on installing measures to control by-pass traffic and making improvements to surrounding neighborhoods to enhance area wide circulation.

Figure K-4: Kingsgate Street Classification Map

Policy K-9: Complete through road connections when properties are subdivided.

The eastern portion of the neighborhood contains many large vacant or further developable lots. When these properties are subdivided, through road connections should occur where feasible to provide an efficient road network and provide more options for alternative routes for drivers, pedestrians and bicyclists. See goals and policies in the Transportation Element Chapter of the Comprehensive Plan.

B. Pedestrian System

Policy K-10: Install sidewalks and pathways to provide a complete pedestrian circulation system within and between neighborhoods.

The Kingsgate Neighborhood has an extensive system of sidewalks and public and private paths that provide both recreation amenities and alternative transportation options (see Figure K-5, Kingsgate Pedestrian Circulation System). Some areas have sidewalks on both sides, others have sidewalks only on one side, while some have no sidewalks. Some paths connect to the Sammamish Valley in Woodinville.

As development and redevelopment occurs, sidewalks should be completed and public pedestrian pathways should be constructed to complete connections to schools, parks, libraries and commercial centers to provide a complete pedestrian circulation system. Improvements to safe school walk routes should be a priority, and include walk route signage as well as appropriately marked crosswalks.

Efforts should be made to develop walkout and bike route connections between neighborhood borders such as between Totem Lake, Juanita and North Rose Hill. These would include connections to the CKC, commercial developments such as the redeveloped mall and safe routes between school jurisdictions. A future option could include an overpass of I405 linking NE 140th streets between North Juanita and Kingsgate neighborhoods. Pedestrian and bicycle access from the neighborhood to Totem Lake and the Cross Kirkland Corridor via the Seattle City Light power line should be considered.

See goals, policies and the safe school walk route figure in the Transportation Element Chapter of the Comprehensive Plan.

STAFF RESPONSE: Staff agrees with the neighborhood comments in the policy and second paragraph. Staff has added text to Policy K-12 under the ROAD section to address improving connections to other neighborhoods.

Figure K-5: Kingsgate Pedestrian Circulation Map

Policy K-11: Provide access to Eastside Rail Corridor.

The northern portion of the Eastside Rail Corridor (continuation of the Cross Kirkland Corridor/CKC) is located in the eastern portion of the neighborhood. The City supports

COMMENTS FROM NEIGHBORHOOD ASSOCIATIONS WITH STAFF RESPONSES

development of the Eastside Rail Corridor, owned by King County, as a multi-modal transportation corridor similar to the CKC.

With development, redevelopment or platting, public pedestrian and bicycle access easements and improvements should be provided for properties adjacent to the Eastside Rail Corridor.

Options include developing a zig-zag path under the existing power lines on 124th Ave. NE in the Totem Lake area above Evergreen Hospital. Construction of this path would help connect the Kingsgate neighborhood to the CKC as well as to the proposed redevelopment of Totem Lake Mall. Path development would include benches, attractive lighting and appropriate signage. See goals and policies in the Transportation Element Chapter of the Comprehensive Plan and the PROS Plan.

STAFF RESPONSE: Staff agrees with the neighborhood comment and has added text in Draft Plan with some editing.

C. Bicycle System

Policy K-12: Install bicycle lanes to complete the City's planned bicycle system.

The Kingsgate Neighborhood has striped bicycle lanes along 124th Ave NE, 132nd Ave NE and NE 132nd (see Figure K-6, Kingsgate Bicycle Circulation System). Bike lanes are recommended for 116th Ave NE, NE 140th Street and NE 144th Street/NE 143rd Street. Bike lanes provide both recreational amenities and alternative transportation options.

As development and redevelopment occurs, bike lanes should be installed consistent with the City's planned bicycle system. See additional goals and policies in the Transportation Element Chapter of the Comprehensive Plan.

Specifically, there is only one bicycle access point to the Cross Kirkland Corridor trail from 132nd Ave NE after leaving the Kingsgate neighborhood. Also, there are no existing bicycle routes to travel from Kingsgate through the Totem Lake area into the Rose Hill area. Opportunities should be sought out to build more options to bicycle north and south as the Village at Totem Lake is developed. Currently, routes do not exist between NE 132nd ST on the north and NE 124th St on the south. Outside of this zone, 124th Ave has existing striping and encourages mixed use.

STAFF RESPONSE: Staff agrees with the neighborhood comments. Staff has added text to Policy K-10 under the ROAD section to address connections to other neighborhoods for the combination of roads, bike and pedestrians.

Figure K-6: Kingsgate Bicycle Circulation Map

COMMENTS FROM NEIGHBORHOOD ASSOCIATIONS WITH STAFF RESPONSES

8. Urban Design

Policy K-13: Promote high quality site design, provide streetscape improvements throughout the neighborhood and develop gateway features that strengthen the identity of the neighborhood.

Urban design features for the neighborhood includes an activity node at the Kingsgate neighborhood commercial center area, and landmark/activity nodes at the schools and parks. Gateways into the neighborhood are at the north and south entrances of 124nd Ave NE, at the south entrance of 132nd Ave NE and at the east entrance of NE 143rd Place. The two power lines are also noted as visual urban features (See Figure K-7: Kingsgate Urban Design Features).

It is important to residents that establish gathering places for developing community be established in redeveloped commercial centers. Possible inclusions would be coffee shops, center fountains and bench areas.

Good urban design contributes to the overall quality and identity of a neighborhood. Important elements include building and site design, building materials, parking area locations, signage, landscaping and vegetative buffers, lighting and use of art. Gateway features provide identity to the Kingsgate neighborhood and a wayfinding landmark. See goals and policies in the Community Character Element Chapter of the Comprehensive Plan.

See discussion under Land Use relating to design review for the Kingsgate neighborhood commercial center.

The Zoning Code contains regulations that ensure good site design, siting of commercial parking areas, signage standards, requirements for tree retention, commercial landscaping and vegetative buffers, and shielding of exterior lights.

Private development for commercial, subdivisions and multifamily development should dedicate land and install the gateway features located in the areas noted on Figure K-7, Kingsgate Urban Design Features as part of future development. In some instances, public investment may be necessary. Depending on the location, improvements such as landscaping, signs, structures, or other features that identify the neighborhood, could be included.

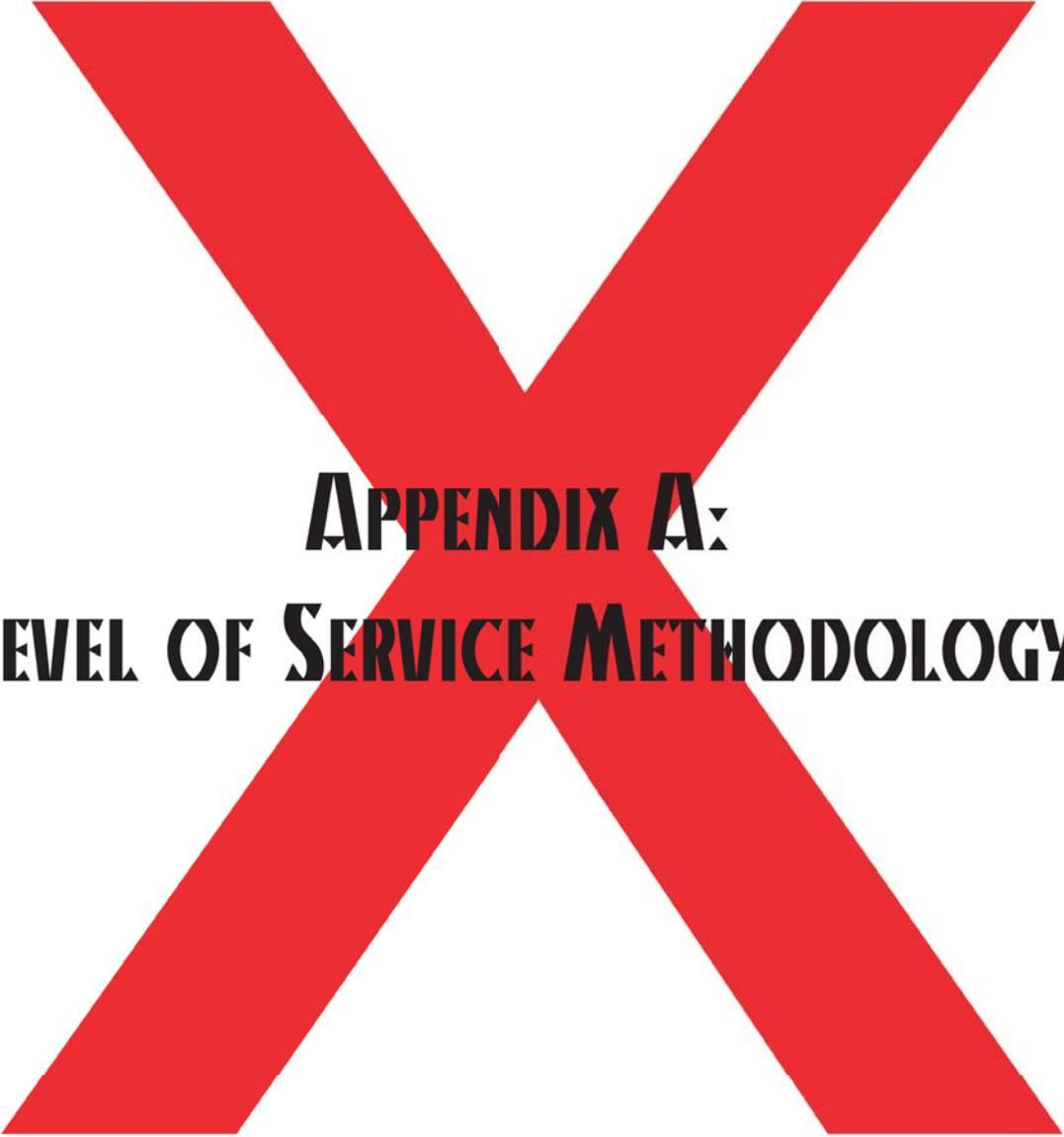
STAFF RESPONSE: Staff agrees with neighborhood comment, has incorporated the first sentence into this section added a sentence about coffee shops and other gathering spaces in the Commercial Section.

Figure K-7: Kingsgate Urban Design Features

**SUMMARY OF GOALS FOR
KINGSGATE NEIGHBORHOOD PLAN**

*(Includes policies in response to neighborhood
association comments in Attachment 10)*

- ◆ *K-1: Generally maintain the planned residential densities.*
- ◆ *K-2: Retain neighborhood oriented commercial services.*
- ◆ *K-3: Encourage mixed use, neighborhood scale, pedestrian oriented commercial center.*
- ◆ *K-4: Establish design guidelines and design standards for the commercial center.*
- ◆ *K-5: Provide a gateway feature and street scape improvements.*
- ◆ *K-6: Protect and enhance wetlands and streams.*
- ◆ *K-7: Regulate land use and development in or adjacent to geologically hazardous areas.*
- ◆ *K-8: Protect existing vegetative corridors along the boundaries of the neighborhood.*
- ◆ *K-9: Implement the projects identified in the PROS Plan as funding and city resources become available.*
- ◆ *K-10: Install measures to reduce by-pass traffic through the neighborhood.*
- ◆ *K-11: Complete through road connections when properties are subdivided.*
- ◆ *K-12: Make road, bicycle and pedestrian improvements in surrounding neighborhoods to enhance area wide circulation.*
- ◆ *K-13: Install sidewalks and pathways to complete the City's planned pedestrian circulation system.*
- ◆ *K-14: Provide access to CKC/Eastside Rail Corridor.*
- ◆ *K-15: Install bicycle lanes and greenways to complete the City's planned bicycle system.*
- ◆ *K-16: Promote high quality site design, provide streetscape improvements throughout the neighborhood and develop gateway features that strengthen the identity of the neighborhood.*



**APPENDIX A:
LEVEL OF SERVICE METHODOLOGY**

Deleted – Will provide a link to the document on City's Comp Plan web page.



CHARTING A FUTURE COURSE

APPENDIX C: DESIGN PRINCIPLES, RESIDENTIAL DEVELOPMENT

To be DELETED and will be listed in Kirkland Municipal Code Chapter 3.30.040. Document will be available on City's web site along with other design guidelines.



CHARTING A FUTURE COURSE

Zoning Code and Municipal Code Amendments

ZONING CODE

Chapter 142 – Administration Design Review

142.05 -15: NO CHANGE

142.25 Administrative Design Review (A.D.R.) Process

1. Authority – The Planning Official shall conduct A.D.R. in conjunction with a related development permit pursuant to this section.

The Planning Official shall review the A.D.R. application for compliance with the design regulations contained in Chapter 92 KZC, or in zones where so specified, with the applicable design guidelines adopted by KMC 3.30.040. In addition, the following guidelines and policies shall be used to interpret how the regulations apply to the subject property:

- a. Design guidelines for pedestrian-oriented business districts, as adopted in KMC 3.30.040.
- b. Design guidelines for the Rose Hill Business District (RHBD), the Totem Lake Neighborhood (TLN) and Yarrow Bay Business District (YBD) as adopted in KMC 3.30.040.
- c. For review of attached or stacked dwelling units within the NE 85th Street Subarea, the PLA 5C Zone, and the Market Street Corridor, ~~Appendix C, Appendix C~~ Design Principles for Residential Development ~~contained in the Comprehensive Plan contained in the Comprehensive Plan as~~ adopted in KMC 3.30.040.

142.25.2 through 6: NO CHANGE

142.35 through 142.60: NO CHANGE

142.35 Design Board Review (D.B.R.) Process

1. Timing of D.B.R. – For any development activity that requires D.B.R. approval, the applicant must comply with the provisions of this chapter before a building permit can be approved; provided, that an applicant may submit a building permit application at any time during the design review process. An applicant may request early design review, but such review shall not be considered a development permit or to in any way authorize a use or development activity. An application for D.R. approval may be considered withdrawn for all purposes if the applicant has not submitted information requested by the City within 60 calendar days after the request and the applicant does not demonstrate reasonable progress toward submitting the requested information.

2. Public Meetings – All meetings of the Design Review Board shall be public meetings and open to the public.
3. Authority – The Design Review Board shall review projects for consistency with the following:
 - a. Design guidelines for pedestrian-oriented business districts, as adopted in Chapter 3.30 KMC.
 - b. Design Guidelines for the Rose Hill Business District (RHBD) and the Totem Lake Neighborhood (TLN) as adopted in Chapter 3.30 KMC.
 - c. The Design Principles for Residential Development, contained in Appendix C of the Comprehensive Plan as adopted in KMC 3.30.040, contained in Appendix C of the Comprehensive Plan for review of attached and stacked dwelling units located within the NE 85th Street Subarea, the PLA 5C zone, and the Market Street Corridor.
 - d. The Parkplace Master Plan and Design Guidelines for CBD 5A as adopted in Chapter 3.30 KMC.

142.35.4 through 10: NO CHANGE

MUNICIPAL CODE AMENDMENT

CHAPTER 3.30 - DESIGN REVIEW BOARD

KMC 3.30.010 through 3.30.030: NO CHANGE

KMC 3.30.040 Design guidelines adopted by reference.

The design review board in combination with the authority set forth in Chapter [142](#) KZC shall use the following design guidelines documents to review development permits:

(1) The document entitled "Design Guidelines for Pedestrian Oriented Business Districts" bearing the signatures of the mayor and the director of the department of planning and community development, dated August 3, 2004, is adopted by reference as though fully set forth herein. The city council shall consult with the planning commission prior to amending this document.

(2) The document entitled "Design Guidelines for the Rose Hill Business District" bearing the signatures of the mayor and the director of the department of planning and community development, dated January 3, 2006, is adopted by reference as though fully set forth herein. The city council shall consult with the planning commission prior to amending this document.

(3) The document entitled "Design Guidelines for the Totem Lake Neighborhood" bearing the signatures of the mayor and the director of the department of planning and community development, dated June 6, 2006, is adopted by reference as though fully set forth herein. The city council shall consult with the planning commission prior to amending this document.

(4) The document entitled "Kirkland Parkplace Mixed Use Development Master Plan and Design Guidelines" bearing the signatures of the mayor and the director of the department of planning and community development, dated February 17, 2015, is adopted by reference as though fully set forth herein. The city council shall consult with the planning commission prior to amending this document.

1signatures of the mayor and the director of the department of planning and community development, dated November 15, 2011, is adopted by reference as though fully set forth herein. The city council shall consult with the planning commission and the Houghton community council prior to amending this document.

(6) The document entitled "Design Principles, Residential Development" bearing the signatures of the mayor and the director of the department of planning and community development, dated December 15, 2015, is adopted by reference as though fully set forth herein. The city council shall consult with the planning commission prior to amending this document.

(7) ~~(6)~~ Text Amended. The following specific portions of the text of the design guidelines are amended as set forth in Attachment A attached to Ordinance 4106 and incorporated by reference. (Ord. 4475 § 1, 2015; Ord. 4332 § 1(A) (Exh. A), 2011; Ord. 4308 § 1, 2011; Ord. 4172 § 1, 2008; Ord. 4106 § 1, 2007; Ord. 4052 § 1, 2006; Ord. 4038 § 1, 2006; Ord. 4031 § 1, 2006)

3.30.050 Conflict of interest. No change.
