CITY OF KIRKLAND

CITY COUNCIL

James Lauinger, Mayor • Joan McBride, Deputy Mayor • Dave Asher • Mary-Alyce Burleigh
Jessica Greenway • Tom Hodgson • Bob Sternoff • David Ramsay, City Manager

123 Fifth Avenue • Kirkland, Washington 98033-6189 • 425.587.3000 • TTY 425.587.3111 • www.ci.kirkland.wa.us

AGENDA
KIRKLAND CITY COUNCIL MEETING
City Council Chamber
Tuesday, November 20, 2007
6:00 p.m. – Study Session – Peter Kirk Room
7:30 p.m. – Regular Meeting

COUNCIL AGENDA materials are available on the City of Kirkland website www.ci.kirkland.wa.us, at the Public Resource Area at City Hall or at the Kirkland Library on the Friday afternoon prior to the City Council meeting. Information regarding specific agenda topics may also be obtained from the City Clerk's Office on the Friday preceding the Council meeting. You are encouraged to call the City Clerk's Office (587-3190) or the City Manager's Office (587-3001) if you have any questions concerning City Council meetings, City services, or other municipal matters. The City of Kirkland strives to accommodate people with disabilities. Please contact the City Clerk's Office at 587-3190, or for TTY service call 587-3111 (by noon on Monday) if we can be of assistance. If you should experience difficulty hearing the proceedings, please bring this to the attention of the Council by raising your hand.

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

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

P - denotes a presentation from staff or consultant

1. *CALL TO ORDER*
2. *ROLL CALL*
3. *STUDY SESSION,* Peter Kirk Room
   - *a.* Cottage, Carriage and Multiplex Housing Regulations
4. *EXECUTIVE SESSION*
   - *a.* To Review the Performance of a Public Employee
   - *b.* To Discuss Labor Negotiations
5. *SPECIAL PRESENTATIONS*
   - *a.* Thirty Year Service Award, Ed Ulrich
   - *b.* Peter Kirk Community Center Donation from Merrill Gardens
   - *c.* National Programming Award
   - *d.* Climate Solutions
   - *e.* I-405 Totem Lake Freeway Station Project Update
6. *REPORTS*
   - *a.* *City Council*
     - (1) Regional Issues

CONSENT CALENDAR consists of those items which are considered routine, for which a staff recommendation has been prepared, and for items which Council has previously discussed and no further discussion is required. The entire Consent Calendar is normally approved with one vote. Any Council Member may ask questions about items on the Consent Calendar before a vote is taken, or request that an item be removed from the Consent Calendar and placed on the regular agenda for more detailed discussion.

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

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

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

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

P - denotes a presentation from staff or consultant

b. City Manager

(1) Competitive Growth Management Act Planning Grant for Sustainable Community

(2) Calendar Update

7. COMMUNICATIONS

a. Items from the Audience

b. Petitions

8. CONSENT CALENDAR

a. Approval of Minutes: November 7, 2007

b. Audit of Accounts:

Payroll $

Bills $

c. General Correspondence

(1) Bob Hentges, Regarding Removal of a Basketball Hoop in the Street Right-of-Way

d. Claims

(1) Melissa Hart

e. Award of Bids

f. Acceptance of Public Improvements and Establishing Lien Period

(1) Information Technology Improvement Project Phase One - Electrical

g. Approval of Agreements

(1) Resolution R-4676, Approving Participation by the City in a Cooperative Purchasing Agreement with King County and Authorizing the City Manager to Execute Said Agreement on Behalf of the City of Kirkland

h. Other Items of Business

9. PUBLIC HEARINGS

a. 2007-2008 Mid-Biennium Budget Update

10. UNFINISHED BUSINESS

a. Correspondence to Dennis R. McNamara Regarding the NE 85th Street Access

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

b. NE 85th Street Business Access

11. NEW BUSINESS

a. Kirkland Single Family Residential Permit Process Assessment

b. Preliminary 2008 Property Tax:

(1) Ordinance No. 4117, Levying the Taxes for the City of Kirkland, Washington for the Year 2008

(2) Resolution R-4677, Providing for the Banking of Levy Capacity Pursuant to RCW 84.55.092

c. Bridle View Annexation

12. ANNOUNCEMENTS

13. ADJOURNMENT

P - denotes a presentation from staff or consultant

CITY OF KIRKLAND
123 FIFTH AVENUE, KIRKLAND, WASHINGTON 98033-6189 (425) 587-3249

DEPARTMENT OF PLANNING AND COMMUNITY DEVELOPMENT
MEMORANDUM

To: David Ramsay, City Manager

From: Dorian Collins, AICP, Senior Planner
Paul Stewart, AICP, Deputy Director
Eric Shields, AICP, Planning Director

Date: November 8, 2007

Subject: **TRANSMITTAL OF PLANNING COMMISSION'S RECOMMENDATION FOR COTTAGE, CARRIAGE AND MULTIPLEX HOUSING (FILE ZON07-00005)**

RECOMMENDATION

Staff recommends that the City Council:

- Consider the recommendation from the Planning Commission in support of draft regulations for "Cottage, Carriage and Multiplex Housing" and provide direction to staff to move forward with necessary code amendments.
- Discuss the motion made by the Houghton Community Council at their courtesy hearing in September, which supported the draft regulations, with the exception of stand-alone multiplex units. Provide direction as to the Council's preference regarding the options identified by staff on this issue.
- Add the change to Chapter 90 recommended by staff to the set of amendments to be made to the Zoning Code in support of the cottage, carriage and multiplex housing amendments.

BACKGROUND DISCUSSION

Following the City Council meeting in early January of this year, the Planning Commission began the effort toward the development of permanent regulations for cottage housing, multiplexes and carriage units in single family zones. At that time, the Council heard and discussed the findings of the evaluation of interim innovative housing program (Evaluation Report), and directed staff and the Planning Commission to proceed with the preparation of permanent regulations. Since that time, the Planning Commission has held several study sessions (February 8th, April 10th, May 24th, July 12th, and September 13th) and a public hearing (October 11th) on the draft regulations (see PC Meeting Packets, and PC Minutes for these meetings). The Houghton Community Council also held a study session in August and conducted a courtesy hearing on September 24th on the draft regulations (see HCC Meeting Packets and HCC Minutes).

The Planning Commission's final recommended regulations for Chapter 113 (Cottage, Carriage and Multiplex Housing) appear as Attachment 1 to this memorandum.

The Planning Commission's study of the innovative regulations has been focused on the development of regulations that generally follow the approach and standards used in the interim Innovative Housing Ordinance (Interim Ordinance) while incorporating changes to address the findings of the evaluation report prepared by Michael Luis, the input from the Advisory Group (Advisory Group Report), comments from citizens, (see Exhibits B1-B4 and Exhibit B5-B9) and the direction of the City Council.

One additional letter on this topic has been received since the public hearing (see Attachment 4).

The key conclusions of the evaluation report were:

- The two projects were well-received by all groups
- Similar projects would likely work in other Kirkland neighborhoods
- More work is needed on development standards and housing types
- The projects do not address concerns about affordability

Comments and direction provided by the City Council included the following:

- Good design is very important; need design guidelines/regulations
- Incentives may not be enough to support affordability; explore with advisory group
- Innovative/housing choice is a valid objective
- Concern about acceptance of multiple developments in a single neighborhood
- Functional front porches are important

The advisory group, composed of architects, developers and other professionals was convened by the City at the direction of the City Council at their meeting last January. The group was established to assist the City in understanding how the regulations for innovative housing could be developed to encourage builders to undertake these projects, while achieving the goals of the City. The group met twice, and the final report presenting their views and input can be found at (Advisory Group Report). Key conclusions from the group are summarized below:

- *Bonuses*: Additional bonuses (beyond those used in the demonstration program) will increase the likelihood that builders will choose to develop innovative housing types. The consultant suggests that the City consider allowing a "blended development based on FAR", to allow various types of homes, with a maximum FAR and unit count overall.
- *Housing Type*: Allowing builders to mix styles of houses within a development may make this type of development more appealing to developers and to home buyers.
- *Process:* A simpler review process should be available for housing types that meet prescribed standards. Additional review may be appropriate for development that desires some flexibility or modifications of the standards. Design guidelines may be desired for projects that require modifications from standards.
- *Design Review*: Design review will be important to ensure high quality projects and public acceptance, but should be limited to administrative review.
- *Flexibility*: Development standards should allow for flexibility at the staff level in reviewing proposals.

- *Affordability:* Requirements for affordable units without an additional density bonus for those units will be a major disincentive for developers to choose innovative housing projects.

At the community workshop held in April, those who spoke at the meeting were generally supportive of the program, and echoed comments made by the Planning Commission, Community Council and City Council in emphasizing the need for design requirements. Specific comments included support for the consideration of a number of factors in evaluating innovative housing proposals, such as proximity to transit, innovative design (such as open space), bonuses for low impact development, open space or "flexible space", and some suggested greater density may be needed to allow these projects to compete with conventional development. Concerns expressed in written comments from citizens throughout the study process have primarily focused on density and neighborhood character.

Houghton Community Council Input

At their courtesy hearing on September 24th, the Community Council was generally supportive of the draft regulations under discussion by the Planning Commission. Their concerns had to do with the distance requirement between projects, and with the provisions for free-standing multiplexes in neighborhoods. The Community Council passed a motion for approval of the regulations, with the removal of the provisions allowing for individual multiplexes (those that are not included in cottage projects).

ADDITIONAL STAFF RECOMMENDATIONS

Houghton Community Council Concerns

Staff suggests that the City Council discuss the Community Council's concern regarding the provisions for free-standing multiplexes. This item is scheduled for the Houghton Community Council's meeting on November 26th, where staff plans to discuss the issue further with the Community Council following the City Council study session. If, at the study session on November 20th, the City Council indicates that it is open to considering a set of amendments which would prohibit stand-alone multiplexes within the jurisdiction of Houghton, it appears likely that agreement could be reached on the other points.

Staff has identified three options the Council could consider on this issue:

- Revise the regulations to restrict stand-alone multiplexes within the jurisdiction of Houghton
- Revise the regulations to eliminate provisions for stand-alone multiplexes city-wide
- Proceed with the recommendation of the Planning Commission (no change)

Chapter 90 – Drainage Basins

In addition to the amendments proposed by the Planning Commission, staff recommends that the City Council consider one additional amendment to the Zoning Code. Following the public hearing, staff realized that a relatively minor amendment to Chapter 90 will be necessary to ensure that the intention to allow additional density in these projects is fulfilled, even on parcels with wetlands, streams, minor lakes and their buffers. Attachment 3 provides the text revision that staff recommends the Council consider. This change would add text to Section 90.135 to state the bonus density for cottage, carriage and multiplex housing units would be calculated using the maximum dwelling unit potential determined according to the

provisions of Chapter 90. Without this text revision, the densities provided under Chapter 113 for this type of housing could not be achieved.

Staff believes this text revision is consistent with both the intention of the Planning Commission to allow for increased density for cottage, carriage and multiplex housing, and with the objectives of Chapter 90, to adjust the buildable area in the presence of wetlands, streams, lakes, or frequently flooded areas. This approach was also used for Chapter 112, which provides a bonus for affordable housing. Staff has discussed this change with the City Attorney's office, and confirmed that the change would not require that a new public hearing be held.

Attachments

1. Planning Commission recommendation for Chapter 113
2. Additional Zoning Code amendments
    a. Table of Contents
    b. Chapter 5 - Definitions
    c. Section 115.115.5
3. Staff recommended amendment to Section 90.135 KZC
4. Additional Comment Letter, received November 8, 2007, from Marco Lowe, Triad Development

Exhibits

A. Planning Commission Recommendation Memo

cc: ZON07-00005
Planning Commission
Houghton Community Council
Arthur Sullivan, ARCH

DRAFT: 11/7/07

Attachment 1
ZON07-00005

Chapter 113 – COTTAGE, CARRIAGE AND MULTIPLEX HOUSING

Sections:
113.05 User Guide
113.10 Voluntary Provisions and Intent
113.15 Housing Types Defined
113.20 Applicable Use Zones
113.25 Parameters for Cottages, Carriage Units and Multiplex Housing Types
113.30 Community Buildings and Community Space in Cottage Developments
113.35 Design Standards and Guidelines
113.40 Median Income Housing
113.45 Review Process
113.50 Additional Standards

113.05 User Guide

This chapter provides standards for alternative types of housing in Single-Family zones. If you are interested in proposing cottage, carriage or multiplex single family housing units or you wish to participate in the City's decision on a project including these types of housing units, you should read this chapter.

113.10 Voluntary Provisions and Intent

The provisions of this chapter are available as alternatives to the development of typical detached single family homes. These standards are intended to address the changing composition of households, and the need for smaller, more diverse, and often, more affordable housing choices. Providing for a variety of housing types also encourages innovation and diversity in housing design and site development, while ensuring compatibility with surrounding single family residential development.

113.15 Housing Types Defined

The following definitions apply to the housing types allowed through the provisions in this Chapter:

1. Cottage – A detached, single-family dwelling unit containing 1,500 square feet or less of gross floor area.

2. Carriage Unit – A single-family dwelling unit, not to exceed 800 square feet in gross floor area, located above a garage structure.

3. Multiplex – A structure containing two dwelling units (duplex) or three dwelling units (triplex), designed to look like a detached single-family home.

113.20 Applicable Use Zones

The housing types described in this chapter may be used only in the following low density zones: RS 7.2, RSX 7.2, RS 8.5, RSX 8.5, RS 12.5 and RSX 12.5 (see Section 113.25 for further standards regarding location of these housing types).

113.25 Parameters for Cottages, Carriage Units and Multiplex Housing Types

Please refer to Sections 113.30, 113.35 and 113.40 for additional requirements related to these standards.

	Cottage	**Carriage**	**Multiplex**
Max Unit Size[1]	1,500 square feet[2]	800 square feet	1,000 square feet average unit size Structure total[3]: Duplex: 2,000 s.f. Triplex: 3,000 s.f.
Density	2 times the maximum number of detached dwelling units allowed in the underlying zone[4 & 5]		
Max Floor Area Ratio (FAR),[6,7]	.35		

[1] A covenant restricting any increases in unit size after initial construction shall be recorded against the property. Vaulted space may not be converted to habitable space.
[2] Maximum size for a cottage is 1,500 square feet. A cottage may include an attached garage, not to exceed 250 square feet.
[3] Maximum size for a duplex is 2,000 square feet. A duplex may include an attached garage, not to exceed 500 square feet. The maximum size for a triplex is 3,000 square feet. A triplex may include an attached garage, not to exceed 750 square feet.
[4] Existing detached dwelling units may remain on the subject property and will be counted as units.
[5] When the conversion from detached dwelling units to equivalent units results in a fraction, the equivalent units shall be limited to the whole number below the fraction.
[6] FAR regulations are calculated using the entire development site. FAR for individual lots may vary.
[7] Median income units, and any attached garages for the median income units provided under Section 113.40 shall not be included in the FAR calculation for the development.

DRAFT

DRAFT: 11/7/07

Attachment 1
ZON07-00005

	Cottage	**Carriage**	**Multiplex**
Development Size	Min. 4 units Max 24 units Maximum cluster[8]: 12 units	Must be included in a cottage project.	Must be a single multiplex or part of a cottage development, unless approved through Process IIA, Chapter 150.
Review Process	Process I		Single multiplex: Process I Development containing more than one multiplex (other than a cottage project): Process IIA[9]
Location	Developments containing cottage, carriage and/or multiplex units may not be located closer than the distance noted below to another development approved under the provisions of this Chapter: 1 to 9 Units: 500' 10-19 Units: 1,000' 20-24 Units: 1,500'		
Parking Requirements	Units under 700 square feet: 1 space per unit Units between 700-1,000 square feet: 1.5 spaces per unit Units over 1,000 square feet: 2 spaces per unit. Must be provided on the subject property.		
Minimum Required Yards (from exterior property lines of subject property)	Front: 20' Other: 10'	Must be included in a cottage project	Front: 20' Other: 10'

[8] Cluster size is intended to encourage a sense of community among residents. A development site may contain more than one cluster, with a clear separation between clusters.
[9] See Section 113.45. Carriage units and multiplexes may be included within a cottage housing proposal to be reviewed through Process 1 provided that the number of multiplex and carriage units does not exceed 20% of the total number of units in the project.

DRAFT

	Cottage	**Carriage**	**Multiplex**
Lot coverage (all impervious surfaces)[10]	50%	Must be included in a cottage project.	50%
Height Dwelling Units Accessory Structures	25' (RS Zones) and 27' (RSX Zones) maximum above A.B.E., (where minimum roof slope of 6:12 for all parts of the roof above 18' are provided). Otherwise, 18' above A.B.E. One story, not to exceed 18' above A.B.E.		
Tree Retention	Standards contained in Section 95.35 for Tree Plan III shall apply to development approved under this Chapter.		

[10] Lot coverage is calculated using the entire development site. Lot coverage for individual lots may vary.

DRAFT

	Cottage	**Carriage**	**Multiplex**
Common Open Space	400 square feet per unit. Private open space is also encouraged (See Section 113.35)		
Community Buildings	Community buildings are encouraged. See Section 113.30 for further regulations.		
Attached Covered Porches [11]	Each unit must have a covered porch with a minimum area of 64 square feet per unit and a minimum dimension of 7' on all sides.		
Development Options	Subdivision Binding Site Plan Condominium Rental or Ownership		
Accessory Dwelling Units (ADUs)	Not permitted as part of a cottage, carriage or multiplex housing development.		

113.30 <u>Community Buildings and Community Space in Cottage Developments</u>

Community buildings and community space are encouraged in cottage developments.

1. Community buildings or space shall be clearly incidental in use and size to the dwelling units.

2. Building height for community buildings shall be no more than one story. Where the community space is located above another common structure, such as a detached garage or storage building, standard building heights apply.

3. Community buildings must be located on the same site as the cottage housing development, and be commonly owned by the residents.

[11] Requirements for porches do not apply to carriage or multiplex units.

113.35 Design Standards and Guidelines

1. Cottage Projects

a. Orientation of Dwelling Units

Dwellings within a cottage housing development should be oriented to promote a sense of community, both within the development, and with respect to the larger community, outside of the cottage project. A cottage development should not be designed to "turn its back" on the surrounding neighborhood.

1. Where feasible, each dwelling unit that abuts a common open space shall have a primary entry and/or covered porch oriented to the common open space.

2. Each dwelling unit abutting a public right-of-way (not including alleys) shall have an inviting façade, such as a primary or secondary entrance or porch, oriented to the public right-of-way. If a dwelling unit abuts more than one public right-of way, the City shall determine to which right-of-way the inviting façade shall be oriented.

b. Required Common Open Space

Common open space should provide a sense of openness, visual relief, and community for cottage developments. The space must be outside of wetlands, streams and their buffers, and developed and maintained to provide for passive and/or active recreational activities for the residents of the development.

1. Each area of common open space shall be in one contiguous and useable piece with a minimum dimension of 20 feet on all sides.

2. Required common open space may be divided into no more than two separate areas per cluster of dwelling units.

3. Common open space shall be located in a centrally located area and be easily accessible to all dwellings within the development.

4. Fences may not be located within required open space areas.

5. Landscaping located in common open space areas shall be designed to allow for easy access and use of the space by all residents, and to facilitate maintenance needs. Where feasible, existing mature trees should be retained.

6. Unless the shape or topography of the site precludes the ability to locate units adjacent to the common open space, the following standards must be met:

a. The open space shall be located so that it will be surrounded by cottages or multiplexes on at least two sides;

b. At least 50% of the units in the development shall abut a common open space. A cottage is considered to "abut" an area of open space if there is no structure between the unit and the open space.

7. Surface water management facilities shall be limited within common open space areas. Low Impact Development (LID) features are permitted, provided they do not adversely impact access to or use of the common open space for a variety of activities. Conventional stormwater collection and conveyance tools, such as flow control and/or water quality vaults are permitted if located underground.

c. <u>Shared Detached Garages and Surface Parking Design</u>

Parking areas should be located so their visual presence is minimized, and associated noise or other impacts do not intrude into public spaces. These areas should also maintain the single family character along public streets.

1. Shared detached garage structures may not exceed four garage doors per building, and a total of 1,200 square feet.

2. For shared detached garages, the design of the structure must be similar and compatible to that of the dwelling units within the development.

3. Shared detached garage structures and surface parking areas must be screened from public streets and adjacent residential uses by landscaping or architectural screening.

4. Shared detached garage structures shall be reserved for the parking of vehicles owned by the residents of the development. Storage of items which preclude the use of the parking spaces for vehicles is prohibited.

5. Surface parking areas may not be located in clusters of more than 4 spaces. Clusters must be separated by a distance of at least 20 feet.

6. The design of carports must include roof lines similar and compatible to that of the dwelling units within the development.

d. <u>Low Impact Development</u>

The proposed site design shall incorporate the use of low impact development (LID) strategies to meet stormwater management standards. LID is a set of techniques that mimic natural watershed hydrology by slowing, evaporating/transpiring, and filtering water, which allows water

to soak into the ground closer to its source. The design should seek to meet the following objectives:

1. Preservation of natural hydrology.

2. Reduced impervious surfaces.

3. Treatment of stormwater in numerous small, decentralized structures.

4. Use of natural topography for drainageways and storage areas.

5. Preservation of portions of the site in undisturbed, natural conditions.

6. Reduction of the use of piped systems. Whenever possible, site design should use multifunctional open drainage systems such as vegetated swales or filter strips which also help to fulfill landscaping and open space requirements.

e. Multiplex and Carriage Units within Cottage Projects

Multiplex and carriage units may be included within a cottage housing development. Design of these units should be compatible with that of the cottages included in the project.

f. Variation in Unit Sizes, Building and Site Design

Cottage projects should establish building and site design that promotes variety and visual interest that is compatible with the character of the surrounding neighborhood.

1. Projects should include a mix of unit sizes within a single development.

2. Proposals are encouraged to provide a variety of building styles, features and site design elements within cottage housing communities. Dwellings with the same combination of features and treatments should not be located adjacent to each other.

g. Private Open Space

Open space around individual dwellings should be provided to contribute to the visual appearance of the development, and to promote diversity in landscape design.

h. Pedestrian Flow through Development

Pedestrian connections should link all buildings to the public right of way, common open space and parking areas.

2. Multiplexes not included in Cottage Developments

Duplexes and triplexes are an allowed use on individual lots in the zones listed in Section 113.20. Multiplexes should be consistent in height, bulk, scale and style with surrounding single-family residential uses.

a. Entries

Multiplexes shall maintain the traditional character and quality of detached single-family dwelling units by using design elements such as the appearance of single points of entry addressing the street, pitched roofs, substantial trim around windows, porches and chimneys. Ideally, the multiplex will have no more than one entry on each side of the structure.

b. Low Impact Development (LID)

Projects containing two or more multiplexes shall follow the LID standards set forth in Section 113.35 of this Chapter.

c. Garages and Surface Parking Design

1. Garages and driveways for multiplexes shall meet the standards established in Sections 115.43 and 115.115.5 of this Zoning Code. In addition, no more than three garage doors may be visible on any façade of the multiplex.

2. Surface parking shall be limited to groups of no more than three stalls. Parking areas with more than two stalls must be visually separated from the street, perimeter property lines and common areas through site planning, landscaping or natural screening.

113.40 Median Income Housing

1. Requirement to Provide Median Income Housing – Projects including 10 or more housing units shall be required to provide 10% of the units as affordable to median income households. The level of affordability shall be determined according to the following schedule:
   - 10 unit project: 1 unit affordable to households earning 100% of King County Median Income
   - 11 unit project: 1 unit affordable to households earning 98% of King County Median Income
   - 12 unit project: 1 unit affordable to households earning 96% of King County Median Income
   - 13 unit project: 1 unit affordable to households earning 94% of King County Median Income
   - 14 unit project: 1 unit affordable to households earning 92% of King County Median Income
   - 15 unit project: 1 unit affordable to households earning 90% of King County Median Income

- 16 unit project: 1 unit affordable to households earning 88% of King County Median Income
- 17 unit project: 1 unit affordable to households earning 86% of King County Median Income
- 18 unit project: 1 unit affordable to households earning 84% of King County Median Income
- 19 unit project: 1 unit affordable to households earning 82% of King County Median Income

For projects with 20 units or more, the following schedule will apply:

- 20 unit project: 2 units affordable to households earning 100% of King County Median Income
- 21 unit project: 2 units affordable to households earning 98% of King County Median Income
- 22 unit project: 2 units affordable to households earning 96% of King County Median Income
- 23 unit project: 2 units affordable to households earning 94% of King County Median Income
- 24 unit project: 2 units affordable to households earning 92% of King County Median Income

Median Income dwelling units shall have the same general appearance and use the same exterior materials as the market rate dwelling units, and shall be dispersed throughout the development.

The type of ownership of the median income housing units shall be the same as the type of ownership for the rest of the housing units in the development.

As noted in Section 113.25**,** any median income units, and any attached garages for the median income units, provided under this section shall not be included in the Floor Area Ratio (FAR) calculation for the development.

2. Agreement for Median Income Housing Units– Prior to issuance of a certificate of occupancy, an agreement in a form acceptable to the City Attorney shall be recorded with King County Department of Records and Elections. The agreement shall address price restrictions, homebuyer or tenant qualifications, long-term affordability, and any other applicable topics of the median income housing units. The agreement shall be a covenant running with the land and shall be binding on the assigns, heirs and successors of the applicant.

DRAFT

Median income housing units that are provided under this section shall remain as median income housing for a minimum of 30 years from the date of initial owner occupancy for ownership median income housing units and for the life of the project for rental median income housing units.

113.45 Review Process

1. Approval Process – Cottage Housing Development

   a. The City will process an application for cottage development through Process I, Chapter 145.

   b. Public notice for developments proposed through this Section shall be as set forth under the provisions of Chapter 150 (Process IIA).

2. Approval Process – Carriage Unit and Multiplex Development

   a. Multiplexes and carriage units that are part of a cottage project shall be reviewed through Process I provided that the number of multiplex and carriage units does not exceed 20% of the total number of units in the project. Noticing requirements shall be as described in paragraph 1.b, above.

   b. All other developments containing carriage and multiplex units shall be reviewed using Process IIA.

3. Approval Process – Requests for Modifications to Standards

   a. Minor Modifications: Applicants may request minor modifications to the general parameters and design standards set forth in this Chapter. The Planning Director or Hearing Examiner may modify the requirements if all of the following criteria are met:

      i. The site is constrained due to unusual shape, topography, easements or sensitive areas.

      ii. The modification is consistent with the objectives of this Chapter.

      iii. The modification will not result in a development that is less compatible with neighboring land uses

4. Review Criteria

   a. In addition to the criteria established for review of development proposals in Chapter 145 and 150, the applicant must demonstrate that:

      i. The proposal is compatible with and is not larger in scale than surrounding development with respect to size of units, building heights, roof forms, setbacks between adjacent buildings and between buildings and perimeter property lines, number of parking spaces, parking location and screening, access and lot coverage.

      ii. Any proposed modifications to provisions of this Chapter are important to the success of the proposal as an alternative housing project and are necessary to meet the intent of these regulations.

113.50 Additional Standards

1. Application fees for the Process I or IIA review of the proposed project shall be based on the number of single-family units that would be allowed by the underlying zoning, regardless of the number of units proposed under this Chapter.

2. Impact fees under Kirkland Municipal Code Chapters 27.04 and 27.06 for the proposed project shall be assessed at the rates for multifamily dwelling units, as identified in Appendix A of Kirkland Municipal Code Chapters 27.04 and 27.06.

3. The City's approval of a cottage housing or multiplex housing project does not constitute approval of a subdivision, a short plat, or a binding site plan. A lot that has cottage, carriage or multiplex single family housing may not be subdivided unless all of the requirements of the Zoning Code and Title 22 of the Kirkland Municipal Code are met. A lot containing a multiplex may not be subdivided in a manner that results in the multiplex dwelling units being located on separate lots.

DRAFT

Attachment 2.a
File ZON07-00005

Title 23
ZONING

TABLE OF CONTENTS

Chapter 110 – Required Public Improvements
Chapter 112 – Affordable Housing Incentives – Multifamily
Chapter 113 - Cottage, Carriage and Multiplex Housing
Chapter 115 – Miscellaneous Use Development and Performance Standards
Chapter 117 – Personal Wireless Service Facilities
Chapter 120 – Variances
Chapter 125 – Planned Unit Development
Chapter 127 – Temporary Use
Chapter 130 – Rezone
Chapter 135 – Amendments to the Text of the Zoning Code
Chapter 140 – Amendments to the Comprehensive Plan
Chapter 142 – Design Review
Chapter 145 – Process I
Chapter 150 – Process IIA
Chapter 152 – Process IIB
Chapter 155 – Process III
Chapter 160 – Process IV
Chapter 161 – Process IVA
Chapter 162 – Nonconformance
Chapter 165 – Authority
Chapter 170 – Code Enforcement
Chapter 175 – Bonds
Chapter 180 – Plates
Ordinance Table

Attachment 2.b
File ZON07-00005

Revision to Chapter 5

(Definitions would be incorporated alphabetically into the current set of definitions in the Zoning Code)

Chapter 5 – DEFINITIONS

Sections:
5.05 User Guide
5.10 Definitions

5.05 User Guide

The definitions in this chapter apply for this code.

5.10 Definitions

The following definitions apply throughout this code unless, from the context, another meaning is clearly intended:

1. Cottage – A detached, single-family dwelling unit containing 1,500 square feet or less of gross floor area.

2. Carriage Unit – A single-family dwelling unit, not to exceed 800 square feet in gross floor area, located above a garage structure.

3. Multiplex – A structure containing two dwelling units (duplex) or three dwelling units (triplex), designed to look like a detached single-family home.

Attachment 2.c
File ZON07-00005

Revision to Section 115.115.5

5. Driveways and Parking Areas – Driveways and parking areas are not allowed in required yards except as follows:

a. Detached Dwelling Units, ~~and~~ Duplexes and Triplexes

1) General – Vehicles may be parked in the required front, rear, and north property line yards if parked on a driveway and/or parking area. For the purpose of this section, vehicles are limited to those devices or contrivances which can carry or convey persons or objects and which are equipped as required by federal or state law for operation on public roads. A driveway and/or parking area shall not exceed 20 feet in width in any required front yard, and shall be separated from other hard-surfaced areas located in the required front yard by a landscape strip at least five feet in width. This landscape strip may be interrupted by a walkway or pavers providing a connection from the driveway to other hard-surfaced areas, as long as such walkway or pavers cover no more than 20 percent of the landscape strip. A driveway and/or parking area located in a required front yard shall not be closer than five feet to any side property line (see Plate 14); provided:

a) That where access to a legally established lot is provided by a panhandle or vehicle access easement measuring less than 20 feet in width, a driveway not exceeding 10 feet in width, generally centered in the panhandle or access easement, shall be permitted (see Plate 14A); and

b) That any driveway which generally parallels a right-of-way or easement road shall be set back at least five feet from the right-of-way or easement, except for a 20-foot-wide section where the driveway connects with the right-of-way or easement. Such driveway shall not have a width of more than 10 feet within the front or rear yard (see Plate 14B) and shall be separated from other hard-surfaced areas located in the front or rear yard by a landscape strip at least five feet in width. Where more than one driveway is permitted within a front or rear yard, those driveways shall be separated by a landscape strip at least five feet in width.

2) Exception – Driveways and/or parking areas may exceed 20 feet in width if:

a) The driveway/parking area serves a three-car garage; and

b) The subject property is at least 60 feet in width; and

c) The garage(s) is (are) located no more than 40 feet from the front property line; and

d) The driveway/parking area flares from 20 feet at the property line to a maximum of 30 feet in width.

3) The Planning Official may approve a modification to the driveway and/or setback requirements in KZC 115.115(5)(a)(1) if:

   a) The existing topography of the subject property or the abutting property decreases or eliminates the need for the setback; or

   b) The location of pre-existing improvements or vegetation on the abutting site eliminates the need for or benefit of a setback; and

   c) The modification will not have any substantial detrimental effect on abutting properties or the City as a whole.

Attachment 3
ZON07-00005

90.135 Maximum Development Potential

1. Dwelling Units – The maximum potential number of dwelling units for a site which contains a wetland, stream, minor lake, or their buffers shall be the buildable area in square feet divided by the minimum lot area per unit as specified by Chapters 15 through 60 KZC, plus the area of the required sensitive area buffer in square feet divided by the minimum lot area per unit as specified by Chapters 15 through 60 KZC, multiplied by the development factor derived from subsection (2) of this section:

   MAXIMUM DWELLING UNIT POTENTIAL = (BUILDABLE AREA/THE PRESCRIBED MINIMUM LOT AREA PER UNIT) + [(BUFFER AREA/THE PRESCRIBED MINIMUM LOT AREA PER UNIT) X (DEVELOPMENT FACTOR)]

   For purposes of this subsection only, “buildable area” means the total area of the subject property minus sensitive areas and their buffers.

   For developments providing affordable housing units pursuant to Chapter 112 KZC, or cottage, carriage or multiplex housing units pursuant to Chapter 113, the density bonus and resulting maximum density shall be calculated using the maximum dwelling unit potential of this section as the base to which the bonus units will be added.

   For multifamily development, if application of the maximum development potential formula results in a fraction, the number of permitted dwelling units shall be rounded up to the next whole number (unit) if the fraction of the whole number is at least 0.66. For single-family development, if application of the maximum development potential formula results in a fraction, the number of permitted dwelling units (lots) shall not be rounded up, regardless of the fraction. This provision shall not be construed to preclude application of Chapter 22.28 KMC.

   Lot size and/or density may be limited by or through other provisions of this code or other applicable law, and the application of the provisions of this chapter may result in the necessity for larger lot sizes or lower density due to inadequate buildable area.

2. Development Factor – The development factor, consisting of a “percent credit,” to be used in computing the maximum potential number of dwelling units for a site which contains a sensitive area buffer is derived from the following table:

Attachment 3
ZON07-00005

Percentage of Site in Sensitive Area Buffer			Counted at
< 1	to	10%	100%
> 10	to	20%	90%
> 20	to	30%	80%
> 30	to	40%	70%
> 40	to	50%	60%
> 50	to	60%	50%
> 60	to	70%	40%
> 70	to	80%	30%
> 80	to	90%	20%
> 90	to	100%	10%

Attachment 4
File ZON07-00005

Triad Development

701 Third Ave

Seattle, WA 981074

Kirkland City Council

123 5th Ave

Kirkland, WA 98033

To the members of the Kirkland City Council:

Thank you to the City Councilmembers and municipal staff for considering the permitting of cottage housing in Kirkland. As you have already shown with Danielson Grove, cottages are an exciting way to continue to cultivate the already strong sense of community in Kirkland.

We at Triad Development are currently deliberating over a small multi-acre purchase that would be ideal for cottage housing in your city. However, we would like to suggest one addition to the code being considered that would allow us to pursue this project further.

We would ask that you take into account an increase from a maximum of 24 to 48 cottages per development in certain areas if the property adjoins a city designated arterial. We believe that such requirements would ensure minimum traffic impacts on surrounding residents while still protecting the unique nature of cottage housing.

Cottages are sometimes thought to be best in small groups, but in reality, just because the homes are smaller, there is no reason the community needs to be small as well. In fact, we believe that with more cottages built along your design guidelines, the communities can be even more vibrant. For example, Cottage Living magazine recently listed their Top Ten Cottage Communities. All were over 50 homes, some even over 1000! (http://www.cottageliving.com/cottage/travel/article/0,21135,1196558,00.html)

Again, thank you for your consideration of cottage housing and we would be happy to answer any questions from the members of the City Council or staff.

Sincerely,

Marco Lowe

Community Development Manager

Exhibit A

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

MEMORANDUM

To: Kirkland City Council

From: Karen Tennyson, Chair Planning Commission

Date: November 7, 2007

Subject: **PLANNING COMMISSION RECOMMENDATION ON PROPOSED AMENDMENTS TO THE KIRKLAND ZONING CODE FOR COTTAGE, CARRIAGE AND MULTIPLEX HOUSING, FILE ZON07-00005**

INTRODUCTION

I am pleased to submit, on behalf of the Planning Commission, the recommended Zoning Code regulations for cottage, carriage and multiplex housing (formerly "Innovative Housing") for the consideration of the City Council. We believe the proposed amendments will successfully implement the objectives of the City Council, in providing permanent regulations for this housing option in many single family zones throughout the city.

The Planning Commission has been working on the proposed regulations for the past year. If adopted by the City Council the regulations will culminate an effort that began over five years ago to provide more housing choices for a variety of housing types not currently available in single family neighborhoods.

Throughout the process we gathered input from residents, builders, architects, neighborhood associations, ARCH, and the general public. A consultant (Michael Luis of Michael Luis & Associates) was used to conduct an extensive community evaluation of the demonstration projects. We held several study sessions and a public hearing on October 11th. We gave careful consideration to all the input in formulating our recommendations to the City Council.

BACKGROUND DISCUSSION

Key Issues

The Planning Commission has discussed many issues at length throughout our study of the cottage, carriage and multiplex housing regulations. In addition to sharing many concerns with the City Council, such as the need for good design, acceptance of multiple projects within a neighborhood and so forth, the Commission also strived to provide for potential benefits to the public from these projects where possible. Public benefits that we sought to address as we developed the regulations included:

- Community orientation both within projects and to the greater neighborhood beyond the development
- Open space
- Environmental sensitivity

- Affordability

We believe that the design standards that are incorporated into the regulations will ensure that the orientation of entrances and open space will provide a sense of community within the cottage projects, and that the developments will not "turn their backs" on the larger neighborhood. Requirements are established for open space that will provide adequate space for recreation and visual relief as well as provide opportunities to further support the low impact development objectives that are also emphasized in the regulations. Affordability, while not an explicit objective of the program, was also important to the Planning Commission and the community, and we believe we have included incentives that will allow for an element of relative affordability while not detracting from the attractiveness of this option for developers.

The issues that were most challenging for the Planning Commission and our resolution of these issues is summarized as follows:

Unit Sizes

The issue of the size of units has been important throughout our discussions. The advisory group recommended that the cottage and compact single family housing types be combined, and that a 1,500 square foot maximum size be used. We agreed with this conclusion, and understood also that in the case of the Kirkland Bungalows, the 1,500 square foot maximum unit size had resulted in smaller units, since the developer wanted to include attached garages. These units were 1,300 square feet, and included a very tight 200 square foot attached garage.

Based on the recommendations from the advisory group, and input from the developers of the demonstration projects, we concluded that the 1,500 square foot maximum size was appropriate for cottages. We have also included a provision of up to 250 square feet for an attached garage. The same garage size is also established for duplexes (up to 500 square feet total for attached garages), and triplexes (up to 750 square feet total for attached garages).

FAR (Floor Area Ratio)

The conclusions of the advisory group supported the use of FAR as a limiting factor in cottage projects, since it would enable the mixing of different project types and sizes within a single development. The Commission agreed with this approach, but struggled with the specific FAR that would be appropriate for this type of development.

While the standard FAR for traditional single family development is .5, we did not believe this level was appropriate for cottage projects, which would already be granted a significant density bonus. Initial findings from the City's consultant, Michael Luis, indicated that an FAR of .35 might be necessary to compete with traditional development. While we considered this perspective, we also worked to understand the actual FAR that resulted from the two existing cottage developments, which have served as the model for much of our work.

The Danielson Grove and Kirkland Bungalows projects were developed at FARs of approximately .33 and .31 respectively. However, with the increase in size for cottages to 1,500 square feet, and the provision for up to 250 feet for an attached garage, a somewhat higher FAR will likely be needed for a similar development. Input from the developer of Danielson Grove was very useful in our discussions, and helped us to finally settle on the use of an FAR of .35 in the regulations. Our goal is to use a fairly simple formula for determining FAR in these projects, and to include all structures in the FAR calculation.

The discussion regarding affordability follows, but is interrelated to the FAR discussion. We eventually decided to include a "median income" requirement without a bonus in density or FAR, but to allow the square footage of the median income unit to be excluded from the FAR calculation.

Requirement for Median Income Housing

While the Planning Commission understood that the provision of true affordable housing was not an objective of the Innovative Housing program, we felt that some element of affordability has been expected by the neighbors of these projects, and would be a valuable public benefit to include. We eventually concluded that the projects should address "median income" housing, since this may be a more realistic expectation for a detached, single family home.

The proposed regulations include a 10% setaside requirement for projects of 10 or more units, and provide a sliding scale in terms of income level, as the project size increases. In other words, a 10-unit cottage project would be required to provide one unit affordable at 100% of median income, but as the project size increases, and the "lost" income from reduced sales price can be spread over a greater number of market-rate units, the income level for the median income unit would drop. The lowest level of affordability would be achieved in a 19-unit project, where 1 unit affordable to households earning 82% of median income would be required. Once the project contains 20 or more units, two median income units would be required, with the income level beginning again at 100% of median income.

Locations of Projects/Separation Requirements

The interim regulations for innovative housing required that a separation of 1,500 feet be provided between projects approved through the regulations. While this distance was maintained through much of our discussion of regulations for cottage, carriage and multiplex housing, we were also aware of factors that might support variations on the distance needed between projects.

We agreed that some distance may be necessary to preserve the traditional character of a neighborhood, but that this distance may be different for a 24-unit cottage project than for a single, stand-alone multiplex. We also heard concerns from the Houghton Community Council, for example, that the approval of a small 4-unit cottage project could preclude the consideration of a larger project within a 1,500' radius that might provide a significant source of housing. We eventually settled on a distance restriction that is based on the size of the project:

- 1 to 9 Units: 500'
- 10-19 Units: 1,000'
- 20-24 Units: 1,500'

Standards for multiplexes

While multiplexes were allowed under the interim ordinance, the demonstration projects did not include this housing type. As a result, we discussed the objectives for design standards for these structures at length, and retained a higher level review process for proposals that include more than one stand-alone multiplex. A single multiplex would be reviewed through Process I, while a proposal to develop two duplexes on a parcel, for example, would be reviewed through Process IIA, which requires that a public hearing be held on the proposal.

Design standards for multiplexes emphasize that the structures are to be consistent in height, bulk, scale and style with surrounding single-family residential uses. Standards for the entries and garages are established to ensure that the homes are compatible with surrounding residential design.

CITY OF KIRKLAND
Fire & Building Department
123 Fifth Avenue, Kirkland, WA 98033 425.587.3000
www.ci.kirkland.wa.us

MEMORANDUM

To: Dave Ramsay, City Manager

From: Jack Henderson, Deputy Fire Chief

Date: November 7, 2007

Subject: 30 YEAR SERVICE AWARD FOR FREDERICK (ED) ULRICH

Ed began working with the Kirkland Fire Department the summer of 1976 under the Comprehensive Employee Training Act (CETA), a federal jobs and training program. He attended a Recruit Academy and spent most of the next year as a volunteer firefighter; Ed was hired as a fulltime firefighter with the Department in October 1977.

Ed remembers in those days, firefighters rode the tailboard of their engine, bottled air for their Self Contained Breathing Apparatus (SCBA) was a precious commodity often only used by the second-in company and Kirkland Fire Department only answered about 1,500 calls per year. Since then, firefighters are now seat belted and protected in a fully enclosed engine cab, no firefighter is permitted into a fire structure without respiratory protection, and the Department answered approximately 8,500 calls last year.

An incident that Ed has related and considers one of his greatest "on the job" blessings took 18 years to come full circle: Ed, along with his crew, responded to a woman giving birth at home, across the street from Peter Kirk Elementary School. This incident happened about 6 weeks after, Ed and his wife had an unscheduled home-birth of their third child, Emily; by virtue of his recent experience, he became the primary assistant in the delivery. After their assessment of imminent birth, Ed says he caught the baby, a boy.

Many years later, Ed was directing traffic around a motor vehicle accident and noticed a woman on the sidewalk was staring rather intently at him. When he completed his task, the woman asked if he was the Firefighter Ulrich who had delivered a baby in Kirkland about 18 years ago. Ed said, yes; and how did she know about that event?"

She pointed to her son, now about 6 feet tall, standing nearby. She waved him over, introduced them, and thanked Ed for the assistance on that exciting day in their lives. Ed says no amount of money can make someone feel as good as he did that day eighteen years later.

Some of Ed accomplishments during his career:

- In the first group of Cardiac Defibrillation Technicians for the Department.
- Past member of the Department Safety Committee.
- Member of the Eastside Hazardous Materials Team.
- Hazardous Materials Technician since the early eighties.
- In charge of calibration of all our hazardous materials equipment.
- Served as Training Officer
- Senior Firefighter, Apparatus Driver, and mentor for new firefighters

With his wife Marlea they have a blended family of 11; the size of a football team! Ed says they are his strength and joy every day. Ed also says: The Fire Department and City of Kirkland family have been compassionate and generous to him and his family for 30 years and thanks you all.

Please join us in thanking Ed for 30 years of dedicated and professional service for the citizens of Kirkland and Fire District #41.

CITY OF KIRKLAND
Department of Parks & Community Services
Peter Kirk Community Center
352 Kirkland Avenue, Kirkland, WA 98033 425.587.3360
www.ci.kirkland.wa.us

MEMORANDUM

To: David Ramsay, City Manager

From: Jennifer Schroeder, Director of Parks and Community Services
Linda Murphy, Recreation Manager
Dana La Rue, Supervisor, Peter Kirk Community Center

Date: November 6, 2007

Subject: Merrill Gardens Donation for Design Enhancement of Peter Kirk Community Center

RECOMMENDATION:

That the City Council recognize and thank Merrill Gardens of Kirkland for a $38,000 donation for design enhancement of the Peter Kirk Community Center. Barbara Bowman, Merrill Gardens Regional Director of Operations, will attend the November 20 City Council meeting to receive a certificate of appreciation.

BACKGROUND DISCUSSION:

We are very pleased to report that Merrill Gardens of Kirkland has selected the Peter Kirk Community Center as the recipient of a generous civic contribution. Merrill Gardens has agreed to fund facility enhancements that will create greater multi-use space. This check was presented to the Mayor and two members of the PKCC Advisory Board at their Groundbreaking on September 25, 2007.

This donation allows us to continue the development of multiuse space at PKCC. A consultant was hired in 2004 to develop a design to convert the Gift Shop and lobby area to a multiuse space. Partial funding for the project was available at the time and allowed us to convert the Gift Shop into a small meeting area called the Sun Room. This donation will allow us to complete the design and further develop this space to accommodate more programs. This donation allows us to implement part of the design, incorporating two computer kiosks where older adults can access the internet and stay connected to family and friends through email.

In addition, in recent years it has become increasingly more evident the importance fitness and resistance training plays in developing and maintaining balance, strength and endurance in older adults. As a result, the need and request by older adults for access to fitness equipment has grown. In an effort to provide opportunities for older adults to be more active, development of the north activity area of PKCC, will greatly increase functionality of that space. Adding fitness equipment will avail older adults the opportunity to engage in regular resistance training through classes, one-on-one training and independent use. Development of the space will require the installation of a folding door to close the space off. Purchase of specialized resistance type fitness equipment will need to be procured through further donations.

CITY OF KIRKLAND
Information Technology Department
123 Fifth Avenue, Kirkland, WA 98033 425.587.3050
www.ci.kirkland.wa.us

MEMORANDUM

To: David Ramsay, City Manager

From: Brenda Cooper, Chief Information Manager

Date: November 8th, 2007

Subject: Currently Kirkland Wins National Award at NATOA

I'm very pleased to announce that our city television show, "Currently Kirkland," won third place nationally for news shows for cities of our size in the 22nd Annual Government Programming Awards competition. We received an honorable mention last year, so this is a move up in the awards hierarchy. There were 21 total entries in our category.

The awards were given out at The National Association of Telecommunications Officers and Advisors annual meeting in Portland, Oregon in early October. It's nice to see the quality and community value of our television show rewarded. A special thanks goes to you and the city Council for funding the show, and to Janice Perry, Mike Connor, and our interns (Jillian Bozanic for the series entered into this competition).

During the award year, we covered topics from historic buildings to hazardous waste, from pedestrian safety to community emergency response teams (CERT), and from green tips to ground breaking ceremonies. We touched on the Terra Bite Coffee craze, a new law on child safety seats, the Ombudsman program, green business, and updates on downtown transit center and annexation.

I-405 Totem Lake Freeway Station

Project Update

Washington State Department of Transportation

SoundTransit

TOTEM LAKE FREEWAY STATION
Project Status

New NE 128th St. bridge, looking east toward Totem Lake Boulevard. Intersection with new direct access ramps is nearly ready to open in this photo.

TOTEM LAKE FREEWAY STATION
Project Status

Looking south on 116th Way NE, toward the intersection with NE 128th Street. Art installation and pedestrian walkway on the west side of 116th are shown in this photo.

TOTEM LAKE FREEWAY STATION
Project Status

Rebuilding 116th Ave. NE between Aegis and McDonald's with lightweight geofoam fill, looking south.

TOTEM LAKE FREEWAY STATION
Project Status

The foundation for the new 116th Ave. NE bridge required piles to support the bridge piers.

TOTEM LAKE FREEWAY STATION
Project Status

Concrete piers were formed on top of the piles for the new 116th Ave. NE bridge.

TOTEM LAKE FREEWAY STATION
Project Status

The new 116th Ave. NE bridge replaces culverts to allow better flow between the wetlands on both sides of the roadway.

TOTEM LAKE FREEWAY STATION
Project Status

Excavation for placement of lightweight geofoam fill on 116th Ave NE

TOTEM LAKE FREEWAY STATION
Project Status

Workers placing lightweight geofoam fill. The blocks are 4 feet by 4 feet by 16 feet long.

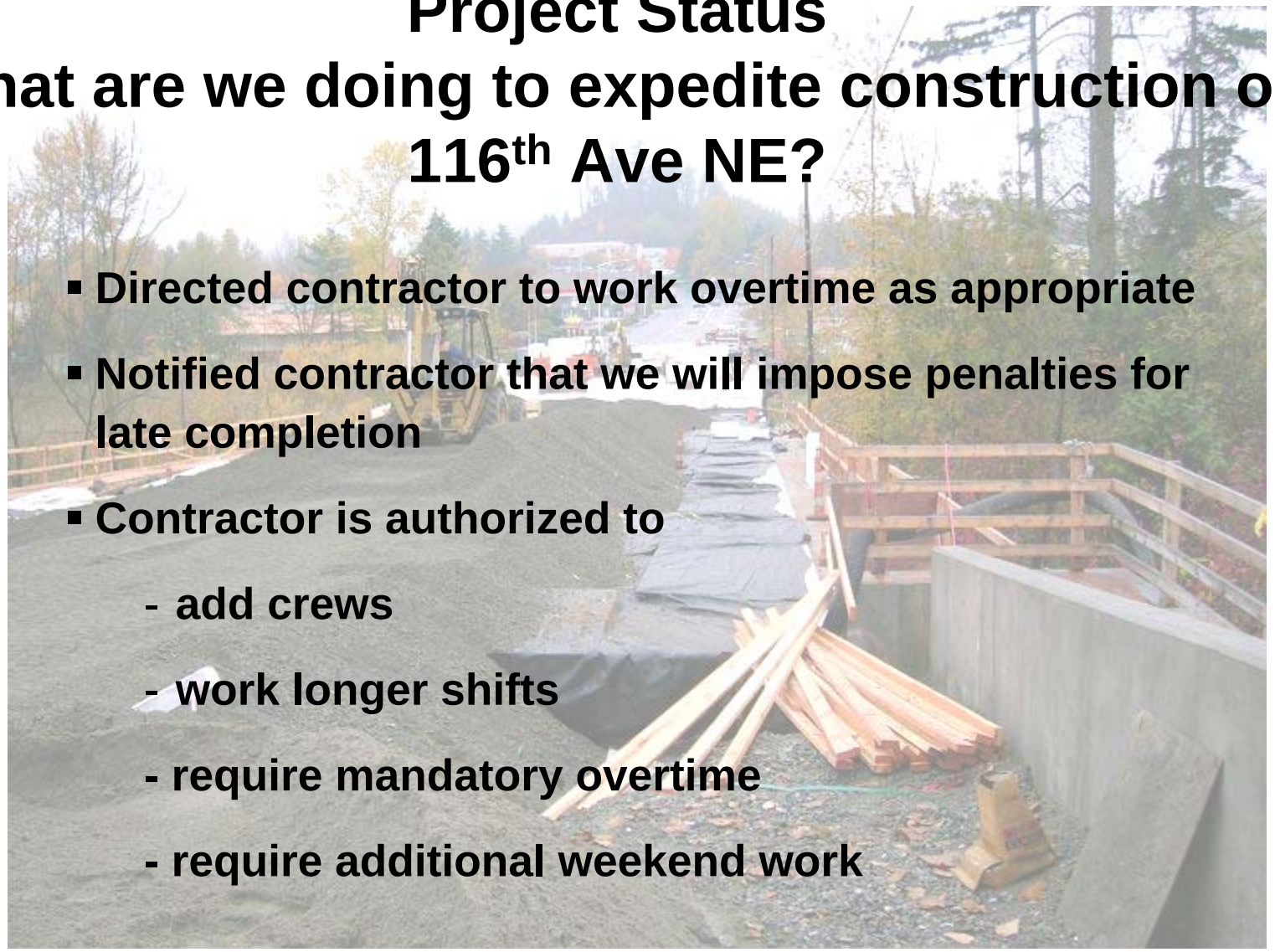
TOTEM LAKE FREEWAY STATION
Project Status

Standing on the new bridge at the bottom of 116th Ave. NE, looking north.

TOTEM LAKE FREEWAY STATION
Project Status

Roadway reconstruction with geofoam on 116th Ave. NE, looking south

TOTEM LAKE FREEWAY STATION
Project Status
What are we doing to expedite construction on 116th Ave NE?



- Directed contractor to work overtime as appropriate
- Notified contractor that we will impose penalties for late completion
- Contractor is authorized to
  - add crews
  - work longer shifts
  - require mandatory overtime
  - require additional weekend work

TOTEM LAKE FREEWAY STATION
Project Status
What else are we doing?

- Attend neighborhood meetings & meet one-on-one with businesses

- Ensure clear signage for existing east and west detours

TOTEM LAKE FREEWAY STATION

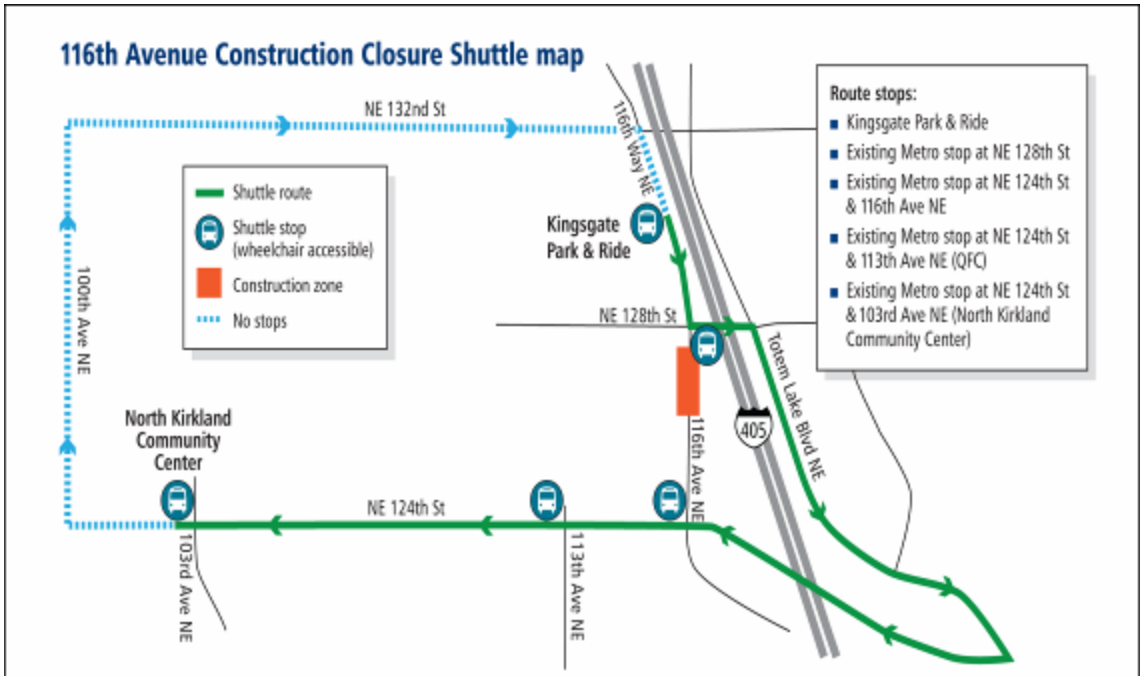
Project Status

What else are we doing?

- **Improve detour signage for businesses located on 116th**
- **Place ads for businesses**

TOTEM LAKE FREEWAY STATION
Project Status
What else are we doing?

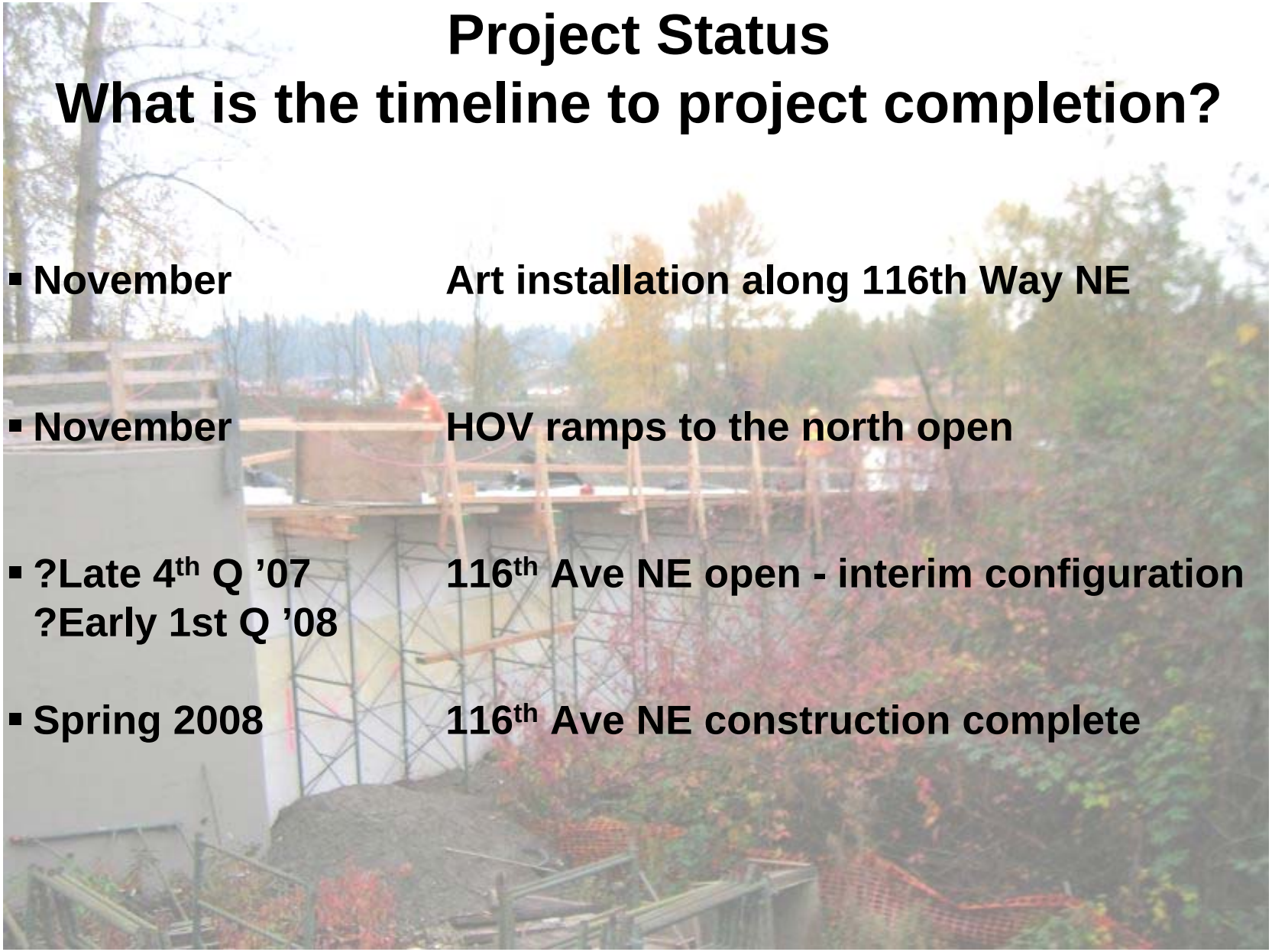
- **Implement a free shuttle service around the 116th closure**
- **Mailer**
- **Update WSDOT and ST web pages**



Service starts mid-November and will run until 116th Avenue NE opens; 6:00 a.m. – 6:00 p.m.; Monday – Saturday (including holidays), every 30 minutes. Shuttle is free and accessible.

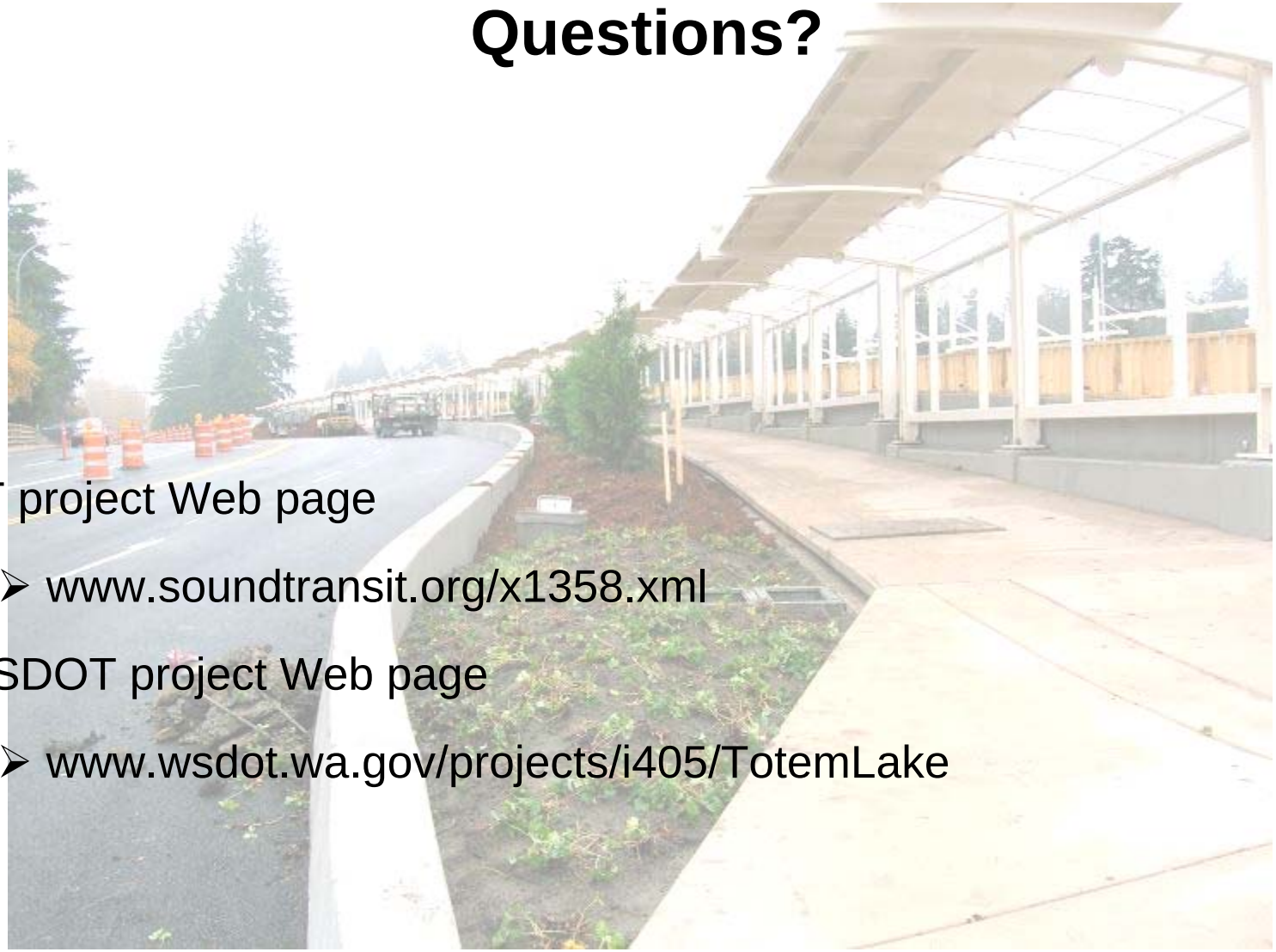
For more information about local bus routes that serve the construction area, contact King County Metro Rider Information at 206-553-3000, 1-800-542-7876, 206-684-1739 TTY or visit the Online Trip Planner at www.kingcounty.gov/tripplanner.

TOTEM LAKE FREEWAY STATION
Project Status
What is the timeline to project completion?



▪ November	Art installation along 116th Way NE
▪ November	HOV ramps to the north open
▪ ?Late 4th Q ’07 ?Early 1st Q ’08	116th Ave NE open - interim configuration
▪ Spring 2008	116th Ave NE construction complete

TOTEM LAKE FREEWAY STATION
Project Status
Questions?



- ST project Web page
  - www.soundtransit.org/x1358.xml
- WSDOT project Web page
  - www.wsdot.wa.gov/projects/i405/TotemLake

CITY OF KIRKLAND
City Manager's Office
123 Fifth Avenue, Kirkland, WA 98033 425.587.3001
www.ci.kirkland.wa.us

MEMORANDUM

To: Dave Ramsay, City Manager

From: Ellen Miller-Wolfe, Economic Development Manager

Date: November 6, 2007

Subject: Receipt of Competitive GMA Planning Grant for Sustainable Community

RECOMMENDATION:

Staff is recommending that an Advisory Committee, comprised of members of the Green Team and 1-2 business representatives, begin work on the first phase of the Sustainable Community Planning Grant which totals $45,000 and must be completed by June, 2008. The first phase involves conducting a study of the economy of Kirkland to produce recommendations for the types of businesses Kirkland should recruit to ensure a stable economy that meets community needs. The study also will look at existing businesses to understand what might help them to become more sustainable and profitable.

Upon completion of the study, staff will report to Council on its findings and how they will shape the second $30,000 phase of the grant which includes program development and program enhancement to achieve a sustainable economy or mix of diverse and sustainable businesses.

BACKGROUND DISCUSSION:

The City received a Competitive Growth Management Act Planning Grant totaling $75,000 from the Washington Department of Community, Trade and Economic Development (CTED) with a focus of Sustainable Community. The goals of the grant are to identify sustainable businesses Kirkland might recruit to support economic diversity and stability as well as to help retrofit existing businesses. This grant was pursued to support the City's green agenda which has evolved from the Natural Resource Management plan that includes many strategies for environmental stewardship and now, sustainability policies. There are some notable examples of City efforts to adopt green practices including: measurement of greenhouse gas emissions and the implementation of a program to reduce them over time; purchases to retrofit the current City fleet for fuel efficiency; and a partnership with the Cascadia Land Conservancy on the removal of invasive plants.

Reaching out to the community over the past year, the City has partnered with business organizations to sponsor Sustainable September, a month-long event to promote local businesses that are engaged in sustainable goods and services or have been successful in adopting sustainable business practices. The City also launched the Kirkland Green Business Program aimed at encouraging businesses to adopt

sustainable practices in seven areas that include recycling, energy and water conservation, and pollution prevention. The City also devoted a session of the Kirkland Business Roundtable to the topic of sustainability, where owners of local green companies such as the Green Car Company and the Athena Institute advised the group about how to grow businesses for sustainability and for profit as well.

With this funding from CTED, the City will be better able to focus its existing resources and to develop new programs that offer information and incentives for businesses to adopt business models that incorporate sustainable strategies.

KIRKLAND CITY COUNCIL SPECIAL MEETING MINUTES
November 07, 2007

1. CALL TO ORDER

2. ROLL CALL

ROLL CALL:
Members Present: Mayor Jim Lauinger, Deputy Mayor Joan McBride, Councilmember Dave Asher, Councilmember Mary-Alyce Burleigh, Councilmember Jessica Greenway, Councilmember Tom Hodgson, and Councilmember Bob Sternoff.
Members Absent: None.

3. STUDY SESSION

a. 2007-2008 Mid-Biennial Budget Update

Joining Councilmembers for this discussion in addition to City Manager Dave Ramsay were Assistant City Manager Marilynne Beard, Director of Finance and Administration Tracey Dunlap, and Financial Planning Manager Sandi Hines.

4. EXECUTIVE SESSION

None.

5. SPECIAL PRESENTATIONS

a. Centennial Garden Arbor -Heritage Park

Kirkland Rotary Club of Kirkland President Rachel Knight and Immediate Past President Steve Brown presented the City with a donation check in the amount of $36,500 for construction of the Centennial Garden Arbor at Heritage Park.

b. Arbor Day Proclamation and Green Tip

Urban Forester Stacey Ray provided an entertaining presentation on winter tree care.

c. Community Emergency Response Team (CERT) Graduates Recognition

Fire Chief Jeff Blake and Deputy Chief Helen Ahrens-Byington introduced the graduating members of the eighth and ninth CERT classes.

d. World Diabetes Day Proclamation

American Diabetes Association Executive Director Andy Willmer accepted the proclamation.

6. REPORTS

a. City Council

(1) Regional Issues

Councilmembers shared information regarding the Kirkland Concours d'Elegance; Arbor Day event; Kirkland Interfaith Network Alternative Giving Fair; Port of Seattle purchase of BNSF railway; Inauguration Ceremony for new Northwestern University President Dr. Joseph Castleberry; Association of Washington Cities Alternative Housing Meeting; Suburban Cities Public Issues Committee upcoming Study Session; Hearing on the King County Flood Control District; I 405/116th Avenue Overpass opening ceremony; Park Place Redevelopment Open House; St. Andrew's Housing Group Affordable Housing Conference; and the Mayors' Climate Protection Council meeting and Initiative.

b. City Manager

(1) Draft of Annexation Response Letter

Staff received Council direction in regard to desired edits to the draft response.

(2) Calendar Update

7. COMMUNICATIONS

a. Items from the Audience

Chris Fox, Kirkland Interfaith Transitions In Housing/Seven HIlls of Kirkland, 1916 2nd Street, Kirkland, WA
Stephanie Mapelli, Leadership Eastside, P.O. Box 2985, Kirkland, WA
Neal Christensen; Kirkland Downtown Association, 12620 NE 110th Street, Kirkland, WA
Quinn Elliott, Kirkland Arts Center, 620 Market Street, Kirkland, WA
Bonnie Berry, Kirkland Arts Center, 620 Market Street, Kirkland, WA

Bob Style, 6735 Lake Washington Boulevard, Kirkland, WA
Stu Vanderhoek, 6414 106th Avenue NE, Kirkland, WA
Heather Trescases, Eastside Heritage Center, P.O. Box 40535, Bellevue, WA
Dick Beazell, Kirkland Downtown Association, 12411 93rd Place NE, Kirkland, WA
Jeff Clark, Kirkland Concours d'Elegance, 9516 103rd Kirkland, WA
Lindsey Green, PO Box 579, #665, Kirkland, WA
Rob Butcher, 1640 2nd Street, Kirkland, WA

b. Petitions

8. CONSENT CALENDAR

a. Approval of Minutes: October 16, 2007

b. Audit of Accounts:
Payroll $1,868,425.55
Bills $2,695,277.83
run # 701 check #'s 493043 - 493202
run # 702 check #'s 493229 - 493444
run #703 check # 493446
run #704 check #'s 493447 - 493648

c. General Correspondence

(1) Michael Thompson, Regarding Parking Citation

d. Claims

(1) Jim Risher

(2) Michael G. Riston

(3) Brienne P. Wahlman

e. Award of Bids

f. Acceptance of Public Improvements and Establishing Lien Period

g. Approval of Agreements

(1) Resolution R-4674, entitled "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KIRKLAND APPROVING AMENDMENT ONE TO THE INTERLOCAL AGREEMENT BETWEEN THE ECITYGOV ALLIANCE AND THE CITY OF KIRKLAND REGARDING COOPERATIVE PURCHASING AND

USE OF A COMBINED SMALL WORKS ROSTER."

h. Other Items of Business

(1) Authorizing Issuance of a Cabaret Dance License to Las Margaritas, 12301 120th Ave NE

(2) Reporting on Procurement Activities

Motion to Approve the Consent Calendar with revisions to the draft correspondence reply to item 8.c.1. as discussed.
Moved by Councilmember Mary-Alyce Burleigh, seconded by Deputy Mayor Joan McBride
Vote: Motion carried 7-0
Yes: Mayor Jim Lauinger, Deputy Mayor Joan McBride, Councilmember Dave Asher, Councilmember Mary-Alyce Burleigh, Councilmember Jessica Greenway, Councilmember Tom Hodgson, and Councilmember Bob Sternoff.

Council recessed for a short break.

9. PUBLIC HEARINGS

a. Appealing Hearing Examiner Decision on Stephanus Variance and Substantial Development Permit

Mayor Lauinger opened the public hearing. Project Planner Stacy Clauson presented background on the process and subject property of the appeal. Additional testimony was provided by Duana Kolouskova, Johns Monroe Mitsunaga, 1601 114th Avenue SE, Suite 110, Bellevue, WA, representing the applicants. Following Council questions, no further testimony was given and the Mayor closed the hearing.

Motion to to direct the Hearing Examiner to conduct a rehearing on the matter with limited scope to consider the apellant's request to grant a variance to accommodate additional enclosed parking serving the lower unit only.
Moved by Deputy Mayor Joan McBride, seconded by Councilmember Jessica Greenway
Vote: Motion carried 7-0
Yes: Mayor Jim Lauinger, Deputy Mayor Joan McBride, Councilmember Dave Asher, Councilmember Mary-Alyce Burleigh, Councilmember Jessica Greenway, Councilmember Tom Hodgson, and Councilmember Bob Sternoff.

10. UNFINISHED BUSINESS

a. Development Fee Update

Following an overview of the process to date by Finance and Administration Director Tracey Dunlap, Council directed staff to return with an ordinance incorporating the recommended fees at their meeting on December 11, 2007.

b. Authorizing Budget Adjustment for Environmental Impact Statement (EIS) Consultant Contract for Touchstone, Orni, and Altom Private Amendment requests

Motion to Approve the $55,000 budget increase for an Environmental Impact Statement (EIS) Consultant Contract for the Touchstone, Orni, and Altom Private Amendment requests.
Moved by Councilmember Jessica Greenway, seconded by Deputy Mayor Joan McBride
Vote: Motion carried 7-0
Yes: Mayor Jim Lauinger, Deputy Mayor Joan McBride, Councilmember Dave Asher, Councilmember Mary-Alyce Burleigh, Councilmember Jessica Greenway, Councilmember Tom Hodgson, and Councilmember Bob Sternoff.

c. Awarding the Construction Contract for the 2007 Emergency Sewer Program (ESP) Project to Shoreline Construction Company of Woodinville, WA, and Authorizing a Budget Increase

Motion to award the Construction Contract for the 2007 Emergency Sewer Program (ESP) Project in the amount of $1,484,878.73 to Shoreline Construction Company of Woodinville, WA, and to authorize a budget increase of $485,000 in funds from utility reserves to fully fund the project.
Moved by Councilmember Mary-Alyce Burleigh, seconded by Councilmember Dave Asher
Vote: Motion carried 7-0
Yes: Mayor Jim Lauinger, Deputy Mayor Joan McBride, Councilmember Dave Asher, Councilmember Mary-Alyce Burleigh, Councilmember Jessica Greenway, Councilmember Tom Hodgson, and Councilmember Bob Sternoff.

11. NEW BUSINESS

a. Facilities Financing Overview

This item was pulled and will be discussed at a future Council meeting.

b. Introducing Water Use Efficiency Rule

Public Works Director Daryl Grigsby shared information on the background of the rule, invited Council input on possible goals and proposed a December 11, 2007 public hearing on a resolution setting water conservation goals.

c. Resolution R-4675, Amending the Master Plan for Juanita Beach Park

Motion to Approve Resolution R-4675, entitled "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KIRKLAND AMENDING THE MASTER PLAN FOR JUANITA BEACH PARK."
Moved by Councilmember Dave Asher, seconded by Councilmember Mary-Alyce Burleigh
Vote: Motion carried 7-0
Yes: Mayor Jim Lauinger, Deputy Mayor Joan McBride, Councilmember Dave Asher, Councilmember Mary-Alyce Burleigh, Councilmember Jessica Greenway, Councilmember Tom Hodgson, and Councilmember Bob Sternoff.

12. ANNOUNCEMENTS

13. ADJOURNMENT

The November 7, 2007 special meeting of the Kirkland City Council adjourned at 11:05 p.m.

City Clerk Mayor

CITY OF KIRKLAND
123 Fifth Avenue, Kirkland, WA 98033 (425) 587-3000
www.ci.kirkland.wa.us

MEMORANDUM

To: Dave Ramsay, City Manager

From: Noel Schoneman, Neighborhood Traffic Control Coordinator

Date: November 9, 2007

Subject: Letter to Mr. Bob Hentges regarding his objection to the removal of a basketball hoop

---

RECOMMENDATION

It is recommended that the Council authorize the Mayor to sign a letter responding to Mr. Bob Hentges who has objected to a City requirement that a basketball hoop be removed from the street right-of-way in his cul-de-sac.

BACKGROUND DISCUSSION

In early October 2007, a City street sweeper hooked the post of a basketball hoop assembly that was set in the earth behind the curb between the addresses of 4822 and 4828 – 118th Ave NE. The post was left leaning; the street sweeper was not damaged.

Mr. Bob Hentges, 4819 – 118th Ave NE, who lives across the street from the basketball hoop, witnessed the accident and wrote to the City requesting the hoop be repaired. Noel Schoneman, Public Works, called Mr. Hentges and explained that, by City Code, basketball hoops are not allowed in street rights-of-way and that the abutting neighbors would be asked to remove the hoop assembly. Mr. Schoneman further explained that while we don't go looking for basketball hoops in the street, they pose a liability risk and they can interfere with street maintenance. Thus we are obligated to take action when such hoops come to our attention.

Letters were sent to the two residents adjacent to the basketball hoop explaining the situation, suggesting alternatives, and requesting the removal of the hoop by November 25, 2007.

Citywide, three other residents have received letters in 2007 requesting the removal of basketball hoops from the street right-of-way. These three cases involved portable basketball hoop assemblies.

Subject: FW: Basketball hoop Hentges enote to CC
From: Bob Hentges [mailto:bobh@advisorsnw.com]
Sent: Wed 10/24/2007 11:13 AM
To: Dave Asher; Mary-Alyce Burleigh; Jessica Greenway; Tom Hodgson; Bob Sternoff
Cc: 'Craig Bevan'; 'Richard Harrison'; 'Sumeet Shrivastava'; 'Eric W. Peterson'
Subject: Disappointment

Dear Council members,

I apologize for writing to you today and taking up your time. The reason I am writing is that I am a resident of Kirkland in the Sablewood neighborhood bordering Bridle Trails State Park. Several weeks ago as I was leaving for work I noticed the street sweeper cleaning our cul-de-sac and the driver happened to run into our neighborhood basketball hoop bending it over at the base. When I got to work I placed an email to the city regarding the incident which was then passed along to public works for their assessment.

I just finished a phone call with Noel at the Public works department and he informs me that the hoop is in the right of way and needs to be removed, and that they inspected the truck and luckily there wasn't any damage otherwise they would have to pass on the cost to repair to the homeowner where the hoop is located. This hoop is not new, it has been a part of the neighborhood for as long as I have lived there. Our cul-de-sac is the only flat location and kids gather every week to play because of the topography and the basketball hoop and now it is going away because a city vehicle crashed into it. As Noel stated the city doesn't go looking for such infractions but when they come to their attention they need to be addressed, (especially when it might cost the city an insurance claim).

Noel brought up the issue of safety for the drivers and the children playing in the street, it isn't safe for other drivers because they might have to pay attention and not hit the hoop. It isn't safe and good for the well being of the children in our neighborhood. They utilize the basketball hoop, they are in the street, a cul-de-sac in the middle of a dead end neighborhood playing, being outside, active, learning teamwork and basically how to get along with others. In my conversation with Noel he was very quick and ready to contradict all of this and shift responsibility onto us.

Let's take the basketball hoop away from them, let's take away a reason for gathering, let's get them inside playing video games eating Cheeto's because a street sweeper hit their basketball hoop and it is bad to play in your neighborhood street, and now the city is taking it away, that isn't quite accurate the city is actually going to make the homeowner take it away absolving themselves of any wrongdoing whatsoever, taking no responsibility for their actions.

I was taught if you broke it you fixed it, evidently that isn't in the city's frame of mind in this instance. If you broke it look for ways to get out of it and completely pass the buck. The facts are the street sweeper hit the hoop, the hoop as I have been told is placed in the right of way, this is not to city code and shouldn't have been done, the hoop has been there for over 7yrs (when my family and I moved in) the street sweeper comes by twice a month or so (That's approximately 112 trips per year for 7 years that's 784 trips without incident), the city is going to make the property owner where the hoop resides remove it due to all of the inherent dangers and codes, the 14 kids under 13yrs of age in our (yes our) 9 house cul-de-sac alone not to mention the kids in the rest of the 37 houses in the neighborhood will be without.

Again I apologize for the rant but this position seems ridiculous and I will maintain that stance. Let us keep our hoop, let the kids play, take responsibility for replacing a bent steel post.

I look forward to hearing from you and discussing this further as you see fit.

Regards,

Bob Hentges

Bob Hentges
ADVISORS NW
P: 206.405.4300
F: 206.405.4400

D R A F T

November 21, 2007

Bob Hentges
4819 – 118th Ave NE
Kirkland, WA. 98033

Subject: Basketball Hoop in the Roadway

Dear Mr. Hentges:

This is in reply to the letter you e-mailed to Council Members Asher, Burleigh, Greenway, Hodgson, and Sternoff about the basketball hoop in your cul-de-sac that was damaged by a city street sweeper.

As you point out in your letter, outdoor physical activity is extremely important to the health and education of children. The lessons derived from team sportsmanship in activities such as basketball add to the benefits of the physical activity. We agree wholeheartedly. I hope you have noticed that the City of Kirkland is very proactive in encouraging physical activity for all its residents. We do this through park facilities, including the pool, basketball, baseball, tennis courts, beach facilities, and walking routes along our streets. We also go into elementary schools each year to promote "walk your child to school".

We realize that the hoop was installed with the best of intentions and is probably considered a neighborhood asset. However, the placement of such objects in the street right-of-way is in violation of the Kirkland Municipal Code, Sections 19-04-010 and 19-04.050. We are not in the business of searching the city to find violators, but once a violation has come to our attention we have no choice but to uniformly enforce the Code. Thus, the hoop must be removed. Accordingly, letters requesting removal of the hoop have been sent to the adjacent property owners.

You will likely be interested to know that we did give the adjacent property owners the option of using a portable basketball hoop if it is moved to private property while not in use. Along with that option, we also recommended supervision of play in the street to minimize potential conflicts between players and motor vehicles.

Sincerely,
KIRKLAND CITY COUNCIL

James L. Lauinger, Mayor

cc: John Hopfauf, Streets Manager

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

MEMORANDUM

To: David Ramsay, City Manager

From: Kathi Anderson, City Clerk

Date: November 8, 2007

Subject: CLAIM(S) FOR DAMAGES

RECOMMENDATION

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

POLICY IMPLICATIONS

This is consistent with City policy and procedure and is in accordance with the requirements of state law (RCW 35.31.(040).

BACKGROUND DISCUSSION

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

(1) Melissa Hart
13215 40th Avenue South
Tukwila, WA 98168

Amount: $152.42

Nature of Claim: Claimant states damage to vehicle resulted from road debris.

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

MEMORANDUM

To: David Ramsay, City Manager

From: Brenda Cooper, Chief Information Officer
David Snider, PE, Capital Projects Supervisor

Date: November 7, 2007

Subject: INFORMATION TECHOLOGY TENANT IMPROVEMENT PROJECT PHASE I - ELECTRICAL ACCEPT WORK

RECOMMENDATION:

It is recommended that City Council accept the work for the Information Technology Tenant Improvement Project, Phase I – Electrical, as completed by Modular Electric, Kirkland, WA, and establish the statutory lien period.

BACKGROUND DISCUSSION:

A 2005 Information Technology (IT) Department Space Needs Assessment resulted in a recommendation for a two-phased approach in implementing a general office space improvement within the existing IT facilities located in City Hall. This first phase project included a general office area reconfiguration to address the May 2005 move of Multi-Media Services to the IT Department. The subject contract provided for the electrical work associated with that office space improvement.

By utilizing the City's Small Works Roster a number of electrical contractors accepted the City's invitation to receive the plans and specifications for the Project; on June 8, 2007 three bids were received. At their regular meeting of June 19th, Council awarded the electrical contract to Modular Electric in the amount of $66,836.29.

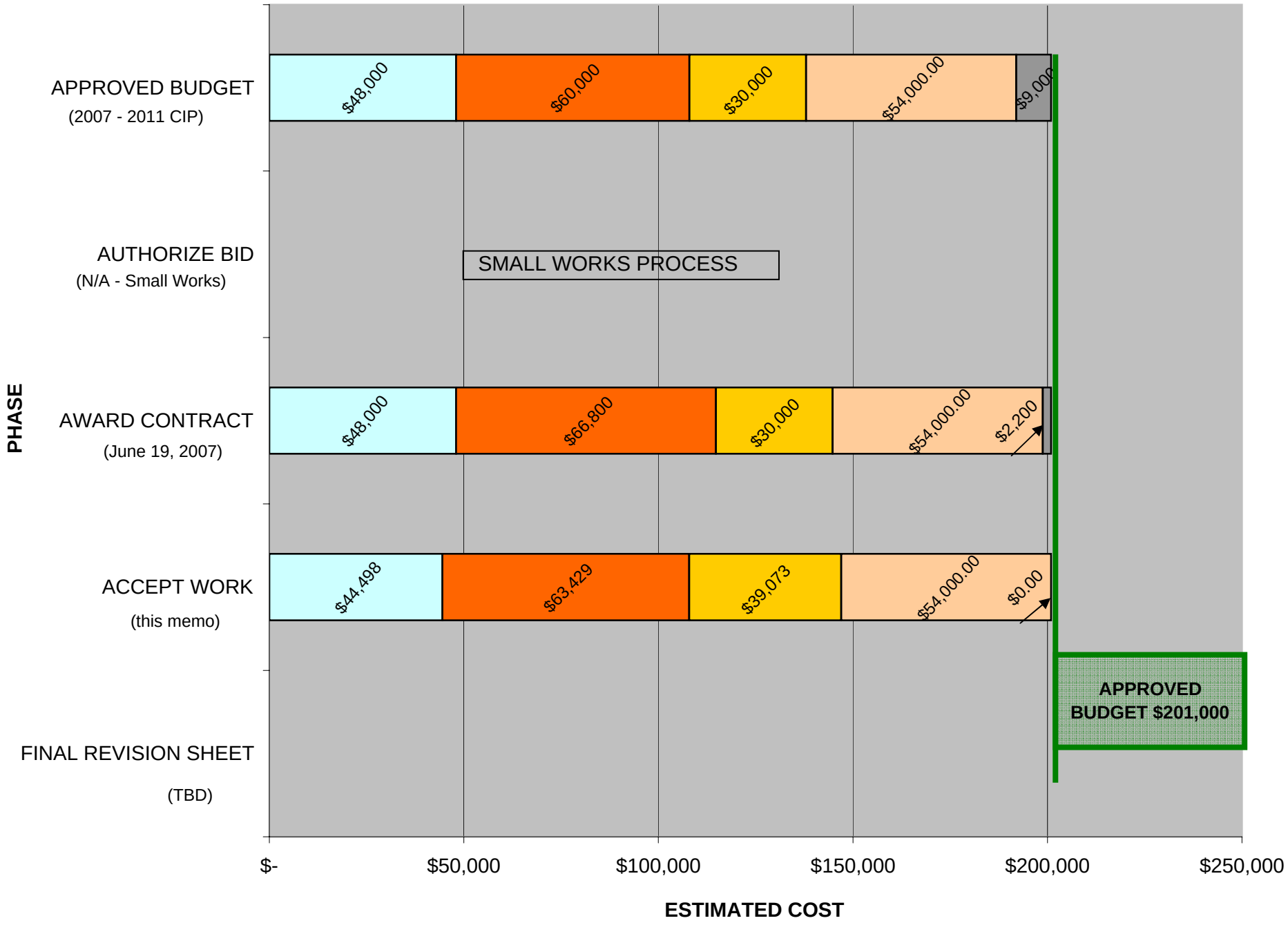
A construction notice to proceed was issued on June 23rd and the electrical work was substantially complete on August 17, 2007. The total amount paid to the contractor was $63,428.81 (Attachment A), including a deductive change order that came as a result of collaborative discussions between staff and Modular Electric in searching for faster and more efficient ways to complete the work. At the time of contract award staff alerted Council that the electrical construction contract was above the amount budgeted for the electrical component of the project, however, by working with the electrical contractor we were able to reduce the electrical construction contract by over $3,400.

At this time, other projects costs are still being incurred for new furniture, equipment and moving expenses, with staff continuing to work with those vendors towards being able to close out the whole project by the end of the year.

cc: Erin Leonhart, PW Facilities and Operations Admin Manager

Information Technology TI Project

PROJECT BUDGET REPORT



CITY OF KIRKLAND
Department of Finance and Administration
123 Fifth Avenue, Kirkland, WA 98033 425.587.3000
www.ci.kirkland.wa.us

MEMORANDUM

To: David Ramsay, City Manager

From: Tracey Dunlap, Director of Finance & Administration
Barry Scott, Purchasing Agent

Date: October 20, 2007

Subject: COOPERATIVE PURCHASING AGREEMENT WITH KING COUNTY

RECOMMENDATION:

It is recommended that the City execute a Cooperative Purchasing Agreement with King County.

BACKGROUND AND DISCUSSION:

The City of Kirkland does not currently have a cooperative purchasing agreement with King County. A cooperative purchasing agreement will allow the City the opportunity to purchase goods and general services using contracts that have been competitively bid by King County when it is determined to be in the City's best interest to do so.

This agreement will place no financial obligation on the City.

This agreement complies with the intergovernmental cooperative purchasing requirements set forth in KMC 3.85.180.

Two originals of the cooperative purchasing agreement are attached. The City of Kirkland needs to sign the agreements first and then forward them to King County for the signature of their Procurement Manager. One original will be returned to the City and filed with the City Clerk's division.

RESOLUTION R-4676

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KIRKLAND APPROVING PARTICIPATION BY THE CITY IN A COOPERATIVE PURCHASING AGREEMENT WITH KING COUNTY AND AUTHORIZING THE CITY MANAGER TO EXECUTE SAID AGREEMENT ON BEHALF OF THE CITY OF KIRKLAND.

WHEREAS, the City of Kirkland and King County seek to enter into an intergovernmental cooperative purchasing agreement enabling the City of Kirkland to purchase goods and services through King County purchase contracts and also enabling King County to purchase goods and services through City of Kirkland purchase contracts to the extent permitted by law; and

WHEREAS, the City Council has determined it to be in the best interest of the City of Kirkland to enter into such an interlocal cooperative purchasing agreement; and

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

Section 1. Participation by the City of Kirkland in the Cooperative Purchasing Agreement attached to the original of this resolution as Exhibit A and by this reference incorporated herein is approved. The Kirkland City Manager is hereby authorized to execute said agreement on behalf of the City of Kirkland.

Passed by majority vote of the Kirkland City Council in open meeting this 20th day of November, 2007.

Signed in authentication thereof this _____ day of _____, 2007.

_____
MAYOR

ATTEST:

_____
City Clerk

Cooperative Purchasing Agreement

King County
Department of Executive Services
Finance and Business Operations Division
Procurement and Contract Services Section
New County Office Building, MLK-ES-0340
401 Fifth Avenue, 3rd Floor
206-263-9400 TTY Relay: 711

In accordance with Chapter 39.34 RCW, King County and the City of Kirkland, WA agree to a cooperative governmental purchasing agreement for various equipment and supplies using King County's competitively awarded contracts.

King County therefore extends the use of its contracts to the City of Kirkland to the extent provided by law and upon the following terms:

(1) The vendor(s) agree to extend to the City of Kirkland the terms and conditions of King County's contract(s).

(2) City of Kirkland accepts responsibility for compliance with any additional or varying laws and regulations governing its purchases. Any purchases by the City of Kirkland shall be effected by a purchase order from the City of Kirkland and directed to the vendor.

(3) King County accepts no responsibility for the performance of any of the purchasing contracts by the vendor.

(4) King County accepts no responsibility for payment of the purchase price by the City of Kirkland.

This agreement may be revoked at any time in writing by either party.

Accepted for King County	Accepted for: City of Kirkland
David Leach	**David Ramsay**
_____	_____
Procurement Manager	**City Manager**
Date: _____	**Date:** _____

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

MEMORANDUM

To: David Ramsay, City Manager

From: Tracey Dunlap, Director of Finance and Administration
Sandi Hines, Financial Planning Manager

Date: November 8, 2007

Subject: **2007-2008 MID-BIENNIAL BUDGET UPDATE PUBLIC HEARING**

RECOMMENDATION:

City Council hold a public hearing on the mid-biennial update of the 2007-2008 Budget.

BACKGROUND DISCUSSION:

State law requires that the City Council hold a public hearing regarding any modifications to the original adopted budget. The City Council held a study session on November 7th to review the City's financial status and possible adjustments to the adopted 2007-08 budget. The staff memo and attachments (except Attachment D) from the November 7th study session is attached to this memo for reference. At the study session, the Council made a few changes to the recommended adjustments as follows:

- Recognized Kirkland Public Library's withdrawal of their original request for funding of $1,000 due to a change in the library's schedule of events.
- Awarded $1,250 to the Eastside Heritage Center of their original $4,500 request, which had not been funded in the proposed funding recommendations for outside agencies.

In addition to the changes, Council requested several follow up items of staff including:

- A report and discussion for the City Council retreat concerning the 2-year sales tax lag with pros, cons and reasons why it has not be re-established since the Council changed to a 1-year lag several years ago.
- A request for the split of new construction property tax between residential and commercial.
- A request for the expiration date of the Totem Lake Mall development agreement.
- A white paper on employee recruitments with information on the City's current turnover rate with historical trend comparisons, an analysis of whether the City is facing a large retirement trend in the future, and information regarding temporary positions and the number of years those positions have been funded.
- A discussion regarding the budget gap and how to effectively communicate this information to our citizens. The topic was suggested as a City Council retreat topic with a first pass through the Finance Committee.
- A need for additional funding for the community survey was discussed, but any specific amount is pending negotiations with the consultant. Information regarding a budget adjustment, if necessary, will be brought to Council as it is known.

- A report on the city/school partnership agreement for indoor and outdoor scheduling with information on the history and current status of the partnership.
- Staff to ensure the Public Art policy includes Council's direction for funding of public art at $50,000 from general fund resources is one-time in nature and reevaluated each year as funds are available.

In addition to the Council-requested modifications, the City Manager's recommendation for implementation of the Management and Confidential (MAC) market survey and cost of living adjustment (COLA) will be brought forward as a line item adjustment with the budget adjustment adoption on December 11th. The recommendation requires an increase of about $70,000 to the budgeted COLA reserve set-aside for MAC of $366,000, which can be funded from unused COLA reserves from 2006.

At the beginning of the public hearing, staff will provide a summary of the Council's discussion from the study session and the adjustments being recommended. Any additional direction provided by Council after the public hearing will be incorporated into an adopting ordinance for the December 11th meeting.

Attachment 1

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

MEMORANDUM

To: Dave Ramsay, City Manager

From: Tracey Dunlap, Director of Finance and Administration
Sandi Hines, Financial Planning Manager

Date: October 25, 2007

Subject: **2007-2008 Mid-Biennial Budget Update**

RECOMMENDATION:

City Council hold its Mid-Biennial Budget Review on November 7th to receive an update on the City's financial condition and to review the City Manager's recommendation for adjustments to the 2007-2008 biennial budget.

BACKGROUND DISCUSSION:

The 2007-2008 Budget was the City's second biennial budget. State law requires that a mid-biennial review be completed after September 1st and before December 31st during the first year of the biennium. The purpose of this memo and its attachments is to provide a brief financial update to the City Council, present recommended adjustments that are needed to the adopted 2007-2008 Budget, and present draft updated fiscal policy language regarding the use of capital reserves and CIP funding transfers.

Financial Update

As the first year of the biennial budget draws to an end, the revenue outlook for 2008 is tempered by changes in economic conditions (i.e. development trends and retail spending). A recent article from the National League of Cities highlights changes in the economy and the struggles cities will face in the coming years (see Attachment A). While there are some revenue opportunities available, the changing economy is presenting risks for the 2008 revenue outlook. A General Fund revenue summary comparing 2007 estimates to budget is included as Attachment B.

- Sales tax revenue is seeing a decline for the last three months from the same months of 2006, with year-to-date figures as of October 2007 up only 1.9 percent. While 2006 was an especially strong year, changes in economic conditions are starting to show the volatility of this revenue source. The auto/gas retail sector continues to be the star performer so far this year with the development-related sectors (contracting, services and wholesale) down this year compared to the same period last year. An additional factor that will affect sales tax in late 2008 and into 2009 is the opening of a new Costco in Bellevue and possibly Redmond.

- Revenue from the City's contract with Fire District #41 continues to decline due to a shift in the percent recovery allocation. The contract allocation is based on the proportion split of assessed value (AV). The City's AV continues to increase at a higher rate than the Fire District's causing a shift in costs away from the Fire District to the City.

- The telecommunications utility tax is coming in significantly higher than budgeted. This is a volatile revenue source that has decreased three of the past six years. The 2007 budget assumed a ten percent decrease but we are actually projecting a ten percent increase, although we believe it is prudent to continue budgeting this item conservatively in the future.

- Funding received from a 911 tax is collected on the City's behalf by King County. The City is able to use these funds for labor and equipment needs directly related to emergency 911 dispatch services. The Police Department has been experiencing a high volume of turnover in the Communications Center and has had to use extensive overtime to backfill for vacancies and leave time. The Police Department is pursuing reimbursement of overtime from our E911 account for about $110,000. Additionally, in order to keep current staff well trained and to train new staff, the department will be seeking reimbursement for training expenses in 2008 from the E911 funds for about $40,000. If successful, the funds would be reflected at the mid-year budget update in 2008. On a related note, expenses for the technology start up costs of NORCOM are being pursued as possible expenses that could be paid for by our E911 funds. The NORCOM One-Time Costs service package is assumed to be partially funded by the E911 funds (about $44,000).

- New construction property tax figures are not final yet, but the preliminary figures from King County show at least a 2 percent increase. This is the amount already budgeted into the 2008 budget, so no decrease in revenue is expected for property tax.

- A six-year levy for Emergency Medical Services (EMS) is on the November 2007 ballot. Any adjustments based on the passing, or failure, of the levy will be addressed during the mid-year review in 2008.

On the expenditure side, most departments are "on track" for 2007. Like revenues, there are some areas of opportunity and risk to watch as we move into the second year of the biennium.

- The June 2007 CPI, which is used as the basis for all bargaining unit contract COLA adjustments, came in lower than estimated. The June 2007 CPI was 3.31 percent, lower than the 3.5 percent projection used in the COLA reserve calculations. As a result, the 2008 COLA will range from 2.98 to 3.31 percent depending on the bargaining unit contract.

- Firefighter overtime is tracking over budget for 2007 due to several disabilities and FMLA leaves. This expenditure will be watched as we proceed into 2008 and reevaluated during the mid-year process of 2008.

- In the Police Department, an area of risk is the jail costs. To-date in 2007 costs are tracking fairly close, to slightly over, budget. Jail costs are hard to predict due to their very nature and make this expenditure area one to watch for the coming year.

- Recruitment costs, mostly related to advertising in the Human Resources department, are on pace to spend the biennial budget amount during 2007. The number of recruitments for 2007 surpassed the number of recruitments done in all of 2006 as of September. Contributing to the increase is additional positions added for 2007 and the difficulty in recruiting certain sectors (e.g. police services), including having to go out multiple times for the same position.

- Medical health benefits continue to increase greater than the rate of inflation. For 2008 the City's medical health benefit rates went up 14.8 percent for the plan that the large majority of the employees participate in. This compares to a 2007 increase of about 6 percent and a 10 percent increase that was budgeted for 2008. The increase should be able to be absorbed through excess COLA reserves that remain from 2006 and the lower than planned increase in CPI for 2007.

- The City's prosecution contract expires at the end of 2007. We have not received any information regarding increased rates, but fully expect to see some increase when a new contract is submitted. Council will be briefed as more information is known.

Budget Adjustments

The Council provided direction at the November 2006 budget sessions regarding priority service package requests for the mid-bi review process. The priority requests are service packages requested as part of the 2007-08 budget process that were not funded, or only partially funded, but identified as priorities for the mid-bi process. With the priority request list as established by Council for the mid-bi review, potential Phase 3 annexation-related service packages, and limited resources to fund all requests, there was no call made for new requests from the departments. However, items that had previously gone before Council where direction was given to move ahead with a funding request at the mid-bi budget review were included in the competition for the limited resources available. A summary of the priority and annexation service packages and Council directed items, along with the City Manager's recommendation, is included as Attachment C. Detailed service packages for these requests are included as Attachment D. The following table shows the funding source breakdown for the priority service packages and Council directed items.

Funding Sources	
General Fund Additional 07 Revenue (Attachment A)*	1,473,692
CIP Reallocation/E-911 Funds (NORCOM)	188,297
Expenditure Savings	30,400
IT Reserves	63,210
Potential Development Fees	285,337
LTAC – Additional Hotel/Motel Tax Revenue	11,000
Total	**2,051,936**

* Excludes FEMA Reimbursement of $57,391

In addition to the priority service packages and the Council directed items, two other categories of adjustments are recommended to the 2007-2008 budget – Previously Approved Adjustments (fiscal notes) and Housekeeping Adjustments. As a matter of note, the mid-biennial adjustments do not include any additional replenishment of reserves. The 2007-2008 adopted budget included replenishment of reserves in the amount of $2,757,252 from expected interest revenue over the two year period.

Priority Service Package Requests – As mentioned above, these include requests made during the 2007-2008 budget process that were not funded, or only partially funded, but identified by Council as priorities for any available resources at the mid-biennial review process. Many of these requests are continuations of existing programs that have been funded in prior years with one-time resources. The amounts were revised as part of this process and the total revised priority requests are recommended for funding.

Council Directed/Other Requests – Some of these requests are for items that have gone before the Council since the budget was adopted where Council directed staff to move forward with a funding request at the mid-bi process. These include Public Art funding, CTR Plan funding, Green Power, and Green Building Issues. The other requests are service packages related to a variety of processes underway and include the remaining annexation related service packages for phase 3, services and support related to the development services cost of service study, recruitment advertising and support, the City's share of the NORCOM 2008 technology costs, funding for federal legislative advocate services, and additional funding for tourism through the Lodging Tax Fund.

Previously Approved Adjustments - These include funding requests already reviewed by Council at an earlier meeting this year for new or additional funding from reserves. Adjustments include reserve uses for property purchases (Niedermeier and Shelton properties), planned action EIS for downtown private amendment requests, additional funding for annexation phase 2 outreach, affordable housing regulations, and the Concours d'Elegance admissions tax rebate to Evergreen Hospital.

Housekeeping Items – A variety of housekeeping adjustments are needed to adjust budget accounts and budgeted beginning fund balances to actual beginning fund balances for 2007.

A summary of all requested adjustments is included as Attachment E. It is organized by adjustment type within each fund. The adjustment summary provides the department request (where applicable), City Manager's recommendation for funding, and the funding source.

Fiscal Policies Related to Capital Reserves and CIP Funding

As a result of closing out a number of completed CIP projects, the need to revisit and update the fiscal policies regarding capital reserves and the CIP was identified. Recommended changes are summarized below.

Current language in Fiscal Policies:

> Reserve and Fund Balance Policies section:

- The City Manager may authorize the use of the General Capital Contingency up to an aggregate total of $100,000 per year in increments not to exceed $25,000. The City Manager will provide regular reports to the City Council at a regular Council meeting if this authorization is used.

Proposed updated language to Fiscal Policies:

> Reserve and Fund Balance Policies section *(revised section):*

- The City Manager may authorize the use of capital funding reserve up to an aggregate total of $100,000 per year in increments not to exceed $25,000. The City Manager will provide regular reports to the City Council at a regular Council meeting if this authorization is used. Capital funding reserves include: General Capital Contingency, Street Improvement Reserve, REET Reserves, Impact Fee Reserves, Water/Sewer Capital Contingency, Water/Sewer Construction Reserve, Surface Water Capital Contingency, and Surface Water Construction Reserve.

> Capital Improvement Policies section *(new section):*

- The City Manager may authorize the reallocation of CIP project funds between CIP projects within a CIP category up to $50,000 per instance. Funding may only be reallocated within a CIP category (i.e. between Transportation projects, or Parks projects, or Public Safety projects, etc.) when one project is over budget and, in the same period, a second project within the same CIP category has been completed and is closing out under budget. The City Manager will provide regular reports to the City Council at a regular Council meeting if this authorization is used.

The proposed adjustments to close CIP projects are summarized in Attachment F and result in a net return of funds to each reserve. The savings returned to the reserves will be added to the reserve balance and be available for future needs. The table on the following page shows the net return to each reserve.

Capital Reserve	Return of Funds
General Capital Contingency	2,253
Street Improvement Reserve	233,262
REET II Reserve	315,448
Water/Sewer Capital Contingency	422,361
Surface Water Capital Contingency	242,131
Total	**1,215,455**

The net need of funds shown in the Other category on Attachment F for $243,566 is funded from operating funds or external sources of grants and developer contributions.

Other Items or Actions of Note

Several processes are underway that may necessitate further action but that are still in the refinement stages.

- **NORCOM** – It has been determined that the City will be the fiscal agent for the soon to be formed NORCOM agency. As fiscal agent, the City will be collecting funds from member agencies and making payments on behalf of NORCOM. As a result, the City will need to create a new agency fund in which to account for and report on this activity. Staff are still in the preliminary stages of gathering all the details necessary to implement this responsibility. More information and an ordinance to create a new agency fund will be brought back to the Council at the December Council meeting.

- **Tour Dock** – Staff is looking into using revenues received into the Tour Dock fund for repairs and lighting at the dock and the potential of electronic pay stations for moorage. The contract with the Port of Seattle has been completed and all revenue now received into this fund is available for the maintenance, repair and operation of the dock and is not required to be accounted for in a separate special revenue fund. Staff will be bringing more information back to the Council at their December meeting regarding expenditures and the closure of this fund. Revenues from the tour dock and related expenses will be accounted for in the General Fund after the closure of the special revenue Tour Dock fund.

- **Development Services Cost of Service Study** – The Finance Committee and Council have been briefed on the continuing progress of the cost of service study for development services. At the November 7th Council meeting, information regarding the results of the study as well as fee recommendations will be presented. The proposal would be to bring the final fee adjustments and necessary resolutions before the Council at the December meeting, with an effective date of February 1, 2008. The recommended funding for the development services service packages is dependent on adoption of the recommended fee increases.

- **Outside Agencies** – The Council adopted ongoing and one-time funding amounts for both 2007 and 2008 as part of the 2007-2008 budget process. A portion of the funding is still to be allocated annually through a competitive application process. In addition to the General Fund appropriation for outside agencies, funding for tourism-related items comes from the Lodging Tax Fund. A memo from the City Manager's office describing the outside agency process, adopted funding for 2007-2008, and the applications and recommendations for 2008 funding (both General Fund and Lodging Tax Fund) is included as Attachment G. Also included as part of that attachment is a matrix showing 2007 funding, 2008 requests and recommendations for 2008 funding allocations.

City Finances OK for Now; Storm Clouds Ahead

by Sherry Conway Appel and Chris Hoene

The fiscal condition of the nation's cities improved in the past year, according to a new report released last week by NLC. Seven in 10 city officers report that their cities are better able to meet fiscal needs during 2007 than in the previous year. Conversely, one-third of cities re are less able to meet their fiscal needs. This was particularly true of Midwest cities, where just under half of cities reported they were less meet their financial needs.

The picture for 2008 is less optimistic with city officials predicting a slowdown in revenues and increased spending pressures. Concerns ab health of real estate markets and their potential impacts on property tax revenues, combined with increased calls for property tax relief fr homeowners and residents, will cloud the picture in 2008. Health care and pension costs, in particular, are increasing at a faster rate thar revenues.

The NLC report, City Fiscal Conditions in 2007, found that when adjusted for inflation, city revenues grew only 1.1 percent from 2005 to 2 while expenditures grew by 1.2 percent. Looking at 2007, revenue growth is expected to be less than 1 percent (0.4 percent) while expe are increasing by 3.5 percent, creating a revenue gap of 3.1 percent that cities would have to close by cutting services or raising revenue

"City officials are going to be facing difficult choices in the coming years — both to plan for the future and to fill gaps in revenue and sper levels," said NLC Executive Director Donald J. Borut. "The purchasing power of cities and towns is under tremendous pressure — with inc costs for such staples as public safety and infrastructure as well as increases in health insurance and pensions for public employees. Cities doing the people's business — getting commuters to work, picking up the trash, keeping libraries open, making sure their streets are safe leaders are being innovators. But it's getting more difficult in the face of increased demands for more services from their constituents."

Given the gap between revenues and expenditures, nearly half (45 percent) of all responding city finance officers reported they have incr and charges for services. Twenty-nine percent reported that their city opted for increasing property tax rates, while 17 percent reported r property tax rates. Increases in sales tax, income tax, and other tax rates have been much less frequent.

Looking at specific revenue sources, sales tax receipts improved in 2006 over previous year receipts, increasing by 3 percent, adjusted fo Property tax revenues increased in 2006 by 4 percent when adjusted for inflation, and projections for 2007 indicate that they will continue by 5.5 percent, reflecting historical highs and the strong real estate market in recent years. The current housing downturn, however, will affect cities' revenue collections in the next few years as assessments catch up with market changes.

"The housing boom benefited most cities' treasuries over the last decade," said report co-author Michael Pagano, dean of the College of U Planning and Public Affairs at the University of Illinois at Chicago. **"**But now that the housing market's decline has taken hold in many neighborhoods and cities, property tax receipts will likely fall in 2008 unless tax rates are increased. We haven't seen a drop in real estate like this for nearly 15 years."

On the spending side, three in four city finance officers report increases in public safety spending in 2007, while 59 percent are increasing for infrastructure or capital projects, 52 percent are increasing the growth rate in their operating budgets to support a variety of new and services, and 39 percent report increases in human services spending, often referred to as social services programs.

Eight in 10 city finance officers cite prices and inflation, employee wages, and the cost of employee health benefits as having negative im their budgets. Rising costs for public safety, infrastructure, and employee pensions are also affecting their bottom line. One in four city fir officers also say that changes in the amount of federal and state aid to cities are having a negative impact on city budgets.

According to the survey of city financial officers conducted between April and June 2007, the generally positive financial picture was repo cities regardless of whether they relied on property, sales or income taxes or what size they were. Officials in the Midwest (51 percent), h were less likely to say their cities were better off in 2007 than city officials in the South (79 percent), Northeast (74 percent), and West (7 percent).

NLC's City Fiscal Conditions in 2007 is based on an annual survey of city finance officers, now in its twenty-second year. The survey is ma more than 1,000 city finance officers in cities over 10,000 in population and the 2007 responses are based on 359 responses to this year's

The survey results are representative of city fiscal conditions of different sizes (for cities over 10,000) and in different regions of the coun References to years are for fiscal years as defined by the cities themselves. Generally, city fiscal years begin on one of three dates: Janua 1, or October 1. The survey asks for final revenue numbers for the latest fiscal year for which cities have finalized numbers (in this case 2 about revenues, fiscal actions and factors affecting city budgets in 2007, and about the direction in which their city's fiscal conditions are 2008.

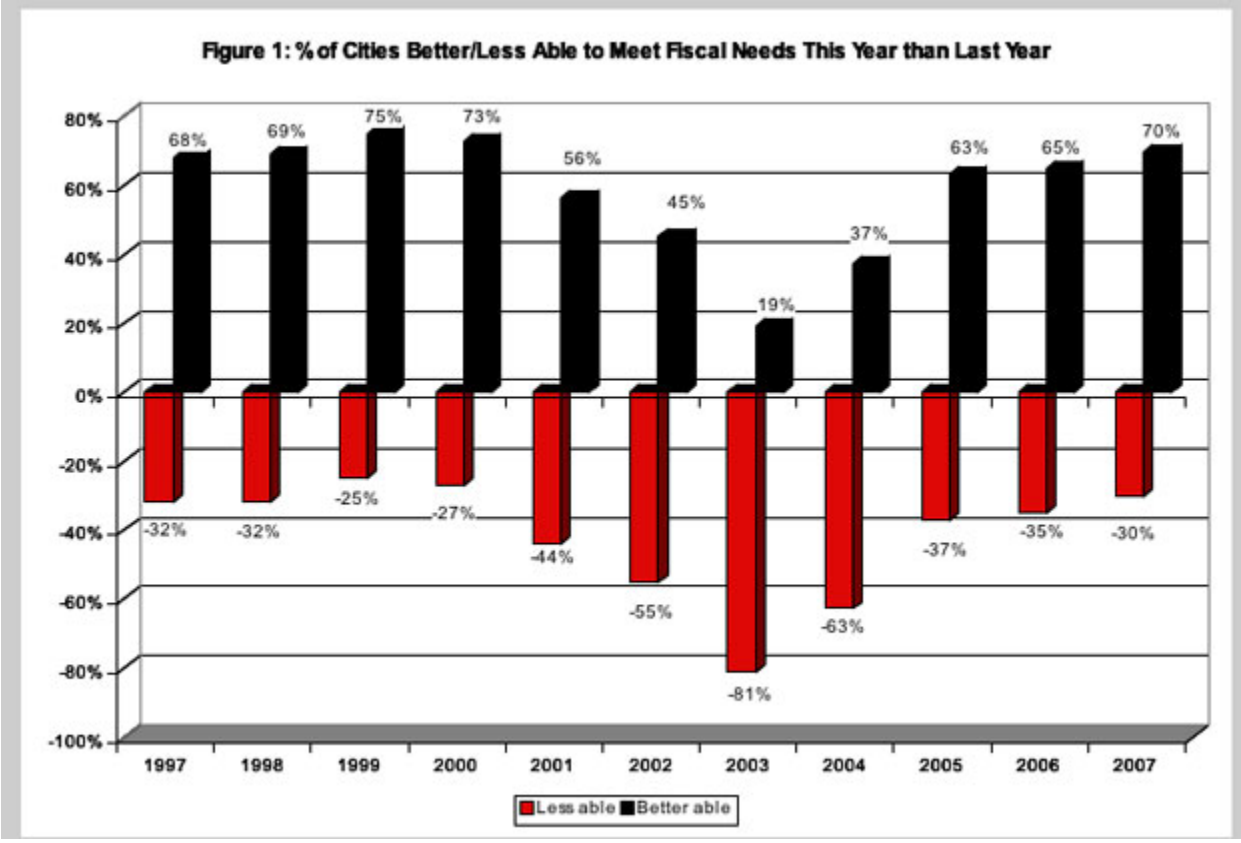


Figure 1: % of Cities Better/Less Able to Meet Fiscal Needs This Year than Last Year
80%
60%
40%
20%
0%
-20%
-40%
-60%
-80%
-100%
68%
69%
75%
73%
56%
45%
19%
37%
63%
65%
70%
-32%
-32%
-25%
-27%
-44%
-55%
-81%
-63%
-37%
-35%
-30%
1997
1998
1999
2000
2001
2002
2003
2004
2005
2006
2007
Less able
Better able

CITY OF KIRKLAND
GENERAL FUND
2007 MID-BIENNIAL REVENUE ESTIMATES as of 10/22/07

ATTACHMENT B

Revenue Sources	2007 Budget	2007 Estimate	Dollar Variance
Taxes:			
Property Tax	8,790,086	8,790,086	-
Sales Tax:			
General	15,736,923	15,918,981	182,058
Criminal Justice	1,025,000	1,114,253	89,253
Utility Taxes:			
Electric	2,150,000	2,357,526	207,526
Gas	1,450,000	1,223,727	(226,273)
Telephone	2,300,000	3,027,000	727,000
Garbage	552,682	540,225	(12,457)
Sewer	572,300	605,138	32,838
Water	539,917	597,713	57,796
Surface Water	385,135	372,354	(12,781)
Revenue Generating Regulatory License	975,000	936,671	(38,329)
Gambling & Other Taxes	461,000	418,900	(42,100)
Total Taxes	**34,938,043**	**35,902,573**	**964,530**
Licenses and Permits:			
Building/Structural	2,183,450	2,078,436	(105,014)
Franchise Fees	990,000	1,006,610	16,610
Business & Other Licenses	598,850	603,574	4,724
Total Licenses and Permits	**3,772,300**	**3,688,620**	**(83,680)**
Intergovernmental:			
Emergency Medical Services	504,376	504,376	-
Fire District Revenue	3,329,121	3,184,310	(144,811)
Liquor Taxes	552,478	538,324	(14,154)
Grants & Other Intergovernmental	675,759	856,544	180,785
Total Intergovernmental	**5,061,734**	**5,083,554**	**21,820**
Charges for Services:			
Planning Fees & Plan Check Fees	1,825,900	1,927,660	101,760
Engineering Development Fees	625,000	635,000	10,000
Recreation Charges	81,000	79,516	(1,484)
Internal Charges	3,365,127	3,443,777	78,650
Other Charges	724,393	880,192	155,799
Total Charges for Services	**6,621,420**	**6,966,145**	**344,725**
Fines and Forfeits	**1,152,750**	**1,317,860**	**165,110**
Miscellaneous	**408,065**	**448,786**	**40,721**
Interfund Transfers	**491,398**	**491,398**	**0**
Resources Forward	**5,787,927**	**5,865,784**	**77,857**
General Fund Total*	**58,233,637**	**59,764,720**	**1,531,083**

ATTACHMENT C

City of Kirkland
2007-2008 Budget
Mid-biennial Service Package Requests

REVISED 11-7-07

Original Priority List

Department	Request Description	One-Time Staff Req.	Original Amount	Revised Amount	City Manager Recommendation	Funding Source
City Manager	Additional Economic Development Funding*		86,000	55,000	55,000	07 Addt'l revenue
City Manager	NORCOM Transition (City of Kirkland share)		91,000	189,349	189,349	07 Addt'l revenue
Parks & Comm. Service	Additional Human Services Grant Funding*		56,983	-	-	Funded in Final Bgt
Parks & Comm. Service	EnhanceWellness Program for Older Adults		15,000	7,500	7,500	07 Addt'l revenue
Parks & Comm. Service	Environmental Stewardship-Comm. Outreach & Ed.	0.5	46,731	53,588	53,588	07 Addt'l revenue
Finance & Admin.	Document Management Prof. Svcs (CIP potential)*		85,000	-	-	Funded in CIP
Planning & Comm. Develop.	ARCH Housing Trust Fund: Annual Contribution		216,000	216,000	216,000	07 Addt'l revenue
Planning & Comm. Develop.	Code Enforcement Officer	0.5	48,215	56,127	56,127	07 Addt'l revenue
Planning & Comm. Develop.	Neighborhood Plan Updates		20,000	-	-	
Police	Accreditation Fees and Expenses		25,480	25,480	25,480	07 Addt'l revenue
Fire & Building	Plans Examiner	1.0	50,846	-	-	Funded in Final Bgt
Public Works - Street Op.	Graffiti Program	1.0	79,716	82,791	82,791	07 Addt'l revenue
Public Works - Street Op.	Public Grounds Tech	1.0	83,159	81,956	81,956	07 Addt'l revenue
Information Technology	Applications Analyst - PD Systems	1.0	87,825	94,929	94,929	07 Addt'l revenue
Information Technology	Currently Kirkland Intern	hourly	16,229	15,613	15,613	07 Addt'l revenue
Information Technology	Web Production Assistant	1.0	68,762	78,351	78,351	07 Addt'l revenue
Total			**1,076,946**	**956,684**	**956,684**	

Except for those items denoted by *, amount is the department's 2008 request. For those items with *, amount is the difference between the total 07-08 department request and the City Manager's recommended funding.

City Council Directed/Other Requests

Department	Request Description	One-Time Staff Req.	Original Amount	Revised Amount	City Manager Recommendation	Funding Source
City Manager	Estimated NORCOM One-Time Costs**		1,375,000	188,297	188,297	CIP & E-911 Funds
City Manager	Public Art Funding		50,000	50,000	50,000	07 Addt'l revenue
City Manager	Federal Legislative Advocate Services		20,000	20,000	20,000	07 Addt'l revenue
Public Works	CTR Plan Funding		50,000	50,000	50,000	07 Addt'l revenue
Public Works-Facilities	Green Power		10,000	10,000	10,000	07 Addt'l revenue
City Manager	Annexation - Phase 3 Communications		26,100	39,100	39,100	07 Addt'l revenue
Human Resources	Annexation - Human Resources Analyst		56,810	-	-	
City Attorney's Office	Annexation - Legal Services		40,000	20,000	20,000	07 Addt'l revenue
Public Works	Annexation - CIP Assessment of Sidewalks		13,000	-	-	
Finance & Admin	Annexation - Fiscal Services Resources		70,147	70,147	70,147	07 Addt'l revenue
Information Technology	Annexation - GIS Mapping		281,920	281,920	67,989	07 Addt'l revenue
Human Resources	HR Analyst	0.7	56,977	56,977	56,977	07 Addt'l revenue
Human Resources	Recruitment Advertising		40,000	40,000	40,000	07 Addt'l revenue
Planning & Comm. Develop.	Urban Forester	0.5	53,789	53,789	24,295	07 Addt'l revenue
Planning & Comm. Develop.	Professional Services for Permit Review		64,000	64,000	64,000	Development Fees
Planning & Comm. Develop.	Downtown Strategic Plan Update - Phase II		30,400	30,400	30,400	Expenditure Savings
Planning & Comm. Develop.	Green Building Issues		18,500	18,500	18,500	07 Addt'l revenue
Police	School Resource Officer	1.0	181,793	181,793	-	
Information Technology	Verizon Franchise Negotiations		50,000	50,000	50,000	07 Addt'l revenue
Information Technology	Support for Wireless in the Field Project	0.65	63,210	63,210	63,210	IT Reserves
Information Technology	Support for Dev. Svcs-Wireless in the Field Proj (fee study)	0.35	34,478	34,478	34,478	Development Fees
Fire & Building	Building Services - Office Technician (fee study)	1.0	66,859	66,859	66,859	Development Fees
Dev Svcs (PW, Plng, F/B)	Permit Process Review-Phase 2 (fee study)		70,000	70,000	70,000	Development Fees
Dev Svcs (PW, Plng, F/B)	Acceptance of Credit Cards (fee study)		50,000	50,000	50,000	Development Fees
Total			**2,772,983**	**1,509,470**	**1,084,252**	
Lodging Tax Fund	Tourism Program		11,000	11,000	11,000	Hotel/Motel Tax
Grand Total			**3,860,929**	**2,477,154**	**2,051,936**	

** Revised amount reflects 2008 technology share only. One-time costs in 2009 are estimated at $1.1 million.

ATTACHMENT E

City of Kirkland
2007-2008 Budget
Mid-biennial Adjustments

Fund & Adjustment Type	2007-2008 Proposed Adjustment			2007-2008 City Manager Recommended			Funding Source				
	Ongoing	One-time	Total	Ongoing	One-time	Total	Available Fund Balance	Additional Revenue	Expenditure Offset	Reserves	Notes
GENERAL FUND											
ORIGINAL PRIORITY LIST											
Additional Economic Development Funding	-	55,000	55,000	-	55,000	55,000	-	55,000	-	-	
NORCOM Transition (City of Kirkland share)	-	189,349	189,349	-	189,349	189,349	-	189,349	-	-	
EnhanceWellness Program for Older Adults	-	7,500	7,500	-	7,500	7,500	-	7,500	-	-	
Environmental Stewardship-Comm. Outreach & Education	-	53,588	53,588	-	53,588	53,588	-	53,588	-	-	
ARCH Housing Trust Fund: Annual Contribution	-	216,000	216,000	-	216,000	216,000	-	216,000	-	-	
Code Enforcement Officer	-	56,127	56,127	-	56,127	56,127	-	56,127	-	-	
Police Accreditation Fees and Expenses	-	25,480	25,480	-	25,480	25,480	-	25,480	-	-	
Graffiti Program (funding to Street Operating)	-	82,791	82,791	-	82,791	82,791	-	82,791	-	-	
Public Grounds Tech (funding to Street Operating Fund)	-	81,956	81,956	-	81,956	81,956	-	81,956	-	-	
Applications Analyst - PD Systems (funding to IT Fund)	-	94,929	94,929	-	94,929	94,929	-	94,929	-	-	
Currently Kirkland Intern (funding to IT Fund)	-	15,613	15,613	-	15,613	15,613	-	15,613	-	-	
Web Production Assistant (funding to IT Fund)	-	78,351	78,351	-	78,351	78,351	-	78,351	-	-	
COUNCIL DIRECTED/OTHER REQUESTS											
Estimated NORCOM One-Time Costs	-	188,297	188,297	-	188,297	188,297	-	43,697	144,600	-	CIP Reallocation/E-911 Rev
Public Art Funding	-	50,000	50,000	-	50,000	50,000	-	50,000	-	-	
Federal Legislative Advocate Services	-	20,000	20,000	-	20,000	20,000		20,000			
CTR Plan funding	-	50,000	50,000	-	50,000	50,000	-	50,000	-	-	
Green Power (funding to Facilities Fund)	-	10,000	10,000	-	10,000	10,000	-	10,000	-	-	
Annexation - Phase 3 Communications	-	39,100	39,100	-	39,100	39,100	-	39,100	-	-	
Annexation - Legal Services	-	20,000	20,000	-	20,000	20,000	-	20,000	-	-	
Annexation - Fiscal Services Resources	-	70,147	70,147	-	70,147	70,147	-	70,147	-	-	
Annexation - GIS Mapping (funding to IT Fund)	-	281,920	281,920	-	117,989	117,989	-	117,989	-	-	
HR Analyst	-	56,977	56,977	-	56,977	56,977	-	56,977	-	-	
Recruitment Advertising	-	40,000	40,000	-	40,000	40,000	-	40,000	-	-	
Urban Forester	-	53,789	53,789	-	24,295	24,295	-	24,295	-	-	
Professional Services for Permit Review	-	64,000	64,000	-	64,000	64,000	-	64,000	-	-	Development Fees
Green Issues	-	18,500	18,500	-	18,500	18,500	-	18,500	-	-	
School Resource Officer	-	181,793	181,793	-	-	-	-	-	-	-	
Support for Dev. Svcs-Wireless in the Field Project (fee study)	-	34,478	34,478	-	34,478	34,478	-	34,478	-	-	Development Fees
Building Services - Office Technician (fee study)	-	66,859	66,859	-	66,859	66,859	-	66,859	-	-	Development Fees
Permit Process Review - Phase 2 (fee study)	-	70,000	70,000	-	70,000	70,000	-	70,000	-	-	Development Fees
Acceptance of Credit Cards (fee study)	-	50,000	50,000	-	50,000	50,000	-	50,000	-	-	Development Fees

ATTACHMENT E

City of Kirkland
2007-2008 Budget
Mid-biennial Adjustments

Fund & Adjustment Type	2007-2008 Proposed Adjustment			2007-2008 City Manager Recommended			Funding Source				
	Ongoing	One-time	Total	Ongoing	One-time	Total	Available Fund Balance	Additional Revenue	Expenditure Offset	Reserves	Notes
GENERAL FUND continued											
PREVIOUSLY APPROVED											
Annexation Outreach	-	54,436	54,436	-	54,436	54,436	-	-	-	54,436	Contingency Fund
Park Place Economic Benefit Analysis	-	25,000	25,000	-	25,000	25,000	-	-	-	25,000	Contingency Fund
Park Place Environmental Impact Statement	-	200,000	200,000	-	200,000	200,000	-	-	-	200,000	Contingency Fund
Affordable Housing Regulations Workplan	-	18,000	18,000	-	18,000	18,000	-	-	-	18,000	Council Special Projects Rsv
HOUSEKEEPING ADJUSTMENTS											
FEMA Windstorm Reimbursement	-	57,391	57,391	-	57,391	57,391	-	57,391	-	-	FEMA Reimbursement
2007 Resources Forward Adjustment to Actual Balance	-	77,857	77,857	-	77,857	77,857	77,857	-	-	-	
GENERAL FUND TOTAL	**-**	**2,755,228**	**2,755,228**	**-**	**2,380,010**	**2,380,010**	**77,857**	**1,860,117**	**144,600**	**297,436**	
OTHER FUNDS											
LODGING TAX FUND											
COUNCIL DIRECTED/OTHER REQUESTS											
Tourism Program	-	11,000	11,000	-	11,000	11,000	-	11,000	-	-	Outside Agency Funding
HOUSEKEEPING ADJUSTMENTS											
2007 Resources Forward Adjustment to Actual Balance	-	85,968	85,968	-	85,968	85,968	85,968	-	-	-	
LODGING TAX FUND TOTAL	**-**	**96,968**	**96,968**	**-**	**96,968**	**96,968**	**85,968**	**11,000**	**-**	**-**	
STREET OPERATING FUND											
ORIGINAL PRIORITY LIST											
Graffiti Program	-	82,791	82,791	-	82,791	82,791	-	82,791	-	-	General Fund Revenue
Public Grounds Tech	-	81,956	81,956	-	81,956	81,956	-	81,956	-	-	General Fund Revenue
HOUSEKEEPING ADJUSTMENTS											
FEMA Windstorm Reimbursement	-	10,496	10,496	-	10,496	10,496	-	10,496	-	-	FEMA Reimbursement
2007 Resources Forward Adjustment to Actual Balance	-	183,378	183,378	-	183,378	183,378	183,378	-	-	-	
STREET OPERATING FUND TOTAL	**-**	**358,621**	**358,621**	**-**	**358,621**	**358,621**	**183,378**	**175,243**	**-**	**-**	
CEMETERY OPERATING FUND											
HOUSEKEEPING ADJUSTMENTS											
2007 Resources Forward Adjustment to Actual Balance	-	(805)	(805)	-	(805)	(805)	(805)	-	-	-	
CEMETERY OPERATING FUND TOTAL	**-**	**(805)**	**(805)**	**-**	**(805)**	**(805)**	**(805)**	**-**	**-**	**-**	
PARKS MAINTENANCE FUND											
HOUSEKEEPING ADJUSTMENTS											
2007 Resources Forward Adjustment to Actual Balance	-	184,293	184,293	-	184,293	184,293	184,293	-	-		
PARKS MAINTENANCE FUND TOTAL	**-**	**184,293**	**184,293**	**-**	**184,293**	**184,293**	**184,293**	**-**	**-**	**-**	

ATTACHMENT E

City of Kirkland
2007-2008 Budget
Mid-biennial Adjustments

Fund & Adjustment Type	2007-2008 Proposed Adjustment			2007-2008 City Manager Recommended			Funding Source				
	Ongoing	One-time	Total	Ongoing	One-time	Total	Available Fund Balance	Additional Revenue	Expenditure Offset	Reserves	Notes
RECREATION REVOLVING FUND											
HOUSEKEEPING ADJUSTMENTS											
2007 Resources Forward Adjustment to Actual Balance	-	(74,863)	(74,863)	-	(74,863)	(74,863)	(74,863)	-	-	-	
Prior Year Operating Transfer from General Fund	-	39,000	39,000	-	39,000	39,000	-	39,000	-	-	General Fund Revenue
RECREATION REVOLVING FUND TOTAL	**-**	**(35,863)**	**(35,863)**	**-**	**(35,863)**	**(35,863)**	**(74,863)**	**39,000**	**-**	**-**	
FACILITIES MAINTENANCE FUND											
COUNCIL DIRECTED/OTHER REQUESTS											
Green Power	-	10,000	10,000	-	10,000	10,000	-	10,000	-		General Fund Revenue
PREVIOUSLY APPROVED											
Concours d'Elegance Admissions Tax to Evergreen Hospital	-	3,000	3,000	-	3,000	3,000	-	3,000	-	-	Admissions Tax Rebate
HOUSEKEEPING ADJUSTMENTS											
FEMA Windstorm Reimbursement	-	2,535	2,535	-	2,535	2,535	-	2,535	-	-	FEMA Reimbursement
2007 Resources Forward Adjustment to Actual Balance	-	133,040	133,040	-	133,040	133,040	133,040	-	-	-	
FACILITIES MAINTENANCE FUND TOTAL	**-**	**148,575**	**148,575**	**-**	**148,575**	**148,575**	**133,040**	**15,535**	**-**	**-**	
CONTINGENCY FUND											
HOUSEKEEPING ADJUSTMENTS											
2007 Resources Forward Adjustment to Actual Balance	-	(253,036)	(253,036)	-	(253,036)	(253,036)	(253,036)	-	-	-	
CONTINGENCY FUND TOTAL	**-**	**(253,036)**	**(253,036)**	**-**	**(253,036)**	**(253,036)**	**(253,036)**	**-**	**-**	**-**	
CEMETERY IMPROVEMENT FUND											
HOUSEKEEPING ADJUSTMENTS											
2007 Resources Forward Adjustment to Actual Balance	-	(973)	(973)	-	(973)	(973)	(973)	-	-	-	
CEMETERY IMPROVEMENT FUND TOTAL	**-**	**(973)**	**(973)**	**-**	**(973)**	**(973)**	**(973)**	**-**	**-**	**-**	
IMPACT FEES FUND											
HOUSEKEEPING ADJUSTMENTS											
2007 Resources Forward Adjustment to Actual Balance	-	(292,894)	(292,894)	-	(292,894)	(292,894)	(292,894)	-	-	-	
IMPACT FEES FUND TOTAL	**-**	**(292,894)**	**(292,894)**	**-**	**(292,894)**	**(292,894)**	**(292,894)**	**-**	**-**	**-**	
PARK & MUNICIPAL RESERVE FUND											
HOUSEKEEPING ADJUSTMENTS											
2007 Resources Forward Adjustment to Actual Balance	-	1,264,426	1,264,426	-	1,264,426	1,264,426	1,264,426	-	-		
PARK & MUNICIPAL RESERVE FUND TOTAL	**-**	**1,264,426**	**1,264,426**	**-**	**1,264,426**	**1,264,426**	**1,264,426**	**-**	**-**		

ATTACHMENT E

City of Kirkland
2007-2008 Budget
Mid-biennial Adjustments

Fund & Adjustment Type	2007-2008 Proposed Adjustment			2007-2008 City Manager Recommended			Funding Source				
	Ongoing	One-time	Total	Ongoing	One-time	Total	Available Fund Balance	Additional Revenue	Expenditure Offset	Reserves	Notes
TOUR DOCK FUND											
HOUSEKEEPING ADJUSTMENTS											
2007 Resources Forward Adjustment to Actual Balance	-	6,024	6,024	-	6,024	6,024	6,024	-	-		
TOUR DOCK FUND TOTAL	**-**	**6,024**	**6,024**	**-**	**6,024**	**6,024**	**6,024**	**-**	**-**		
STREET IMPROVEMENT FUND											
HOUSEKEEPING ADJUSTMENTS											
2007 Resources Forward Adjustment to Actual Balance	-	621,267	621,267	-	621,267	621,267	621,267	-	-		
STREET IMPROVEMENT FUND TOTAL	**-**	**621,267**	**621,267**	**-**	**621,267**	**621,267**	**621,267**	**-**	**-**		
GRANT CONTROL FUND											
HOUSEKEEPING ADJUSTMENTS											
2007 Resources Forward Adjustment to Actual Balance	-	(38)	(38)	-	(38)	(38)	(38)	-	-		
GRANT CONTROL FUND TOTAL	**-**	**(38)**	**(38)**	**-**	**(38)**	**(38)**	**(38)**	**-**	**-**		
EXCISE TAX FUND											
HOUSEKEEPING ADJUSTMENTS											
2007 Resources Forward Adjustment to Actual Balance	-	448,073	448,073	-	448,073	448,073	448,073	-	-		
EXCISE TAX FUND TOTAL	**-**	**448,073**	**448,073**	**-**	**448,073**	**448,073**	**448,073**	**-**	**-**		
UTGO DEBT FUND											
HOUSEKEEPING ADJUSTMENTS											
2007 Resources Forward Adjustment to Actual Balance	-	(13,445)	(13,445)	-	(13,445)	(13,445)	(13,445)	-	-		
UTGO DEBT FUND TOTAL	**-**	**(13,445)**	**(13,445)**	**-**	**(13,445)**	**(13,445)**	**(13,445)**	**-**	**-**		
LID DEBT SERVICE FUND											
HOUSEKEEPING ADJUSTMENTS											
2007 Resources Forward Adjustment to Actual Balance	-	2,286	2,286	-	2,286	2,286	2,286	-	-		
LID DEBT SERVICE FUND TOTAL	**-**	**2,286**	**2,286**	**-**	**2,286**	**2,286**	**2,286**	**-**	**-**		
GENERAL CAPITAL PROJECTS FUND											
PREVIOUSLY APPROVED ADJUSTMENTS											
Niedermeier Property Purchase (Everest Pk) C PK 0130	-	193,200	193,200	-	193,200	193,200	-	-	-	193,200	REET 1 Reserve
Shelton Property Purchase Closing Costs		5,000	5,000		5,000	5,000	-	-	-	5,000	REET 1 Reserve
HOUSEKEEPING ADJUSTMENTS											
2007 Resources Forward Adjustment to Actual Balance	-	1,840,385	1,840,385	-	1,840,385	1,840,385	1,840,385	-	-	-	
Fire District #41 Contract Reconciliation	-	(32,000)	(32,000)	-	(32,000)	(32,000)	(32,000)	-	-	-	
GENERAL CAPITAL PROJECTS FUND TOTAL	**-**	**2,006,585**	**2,038,585**	**-**	**2,006,585**	**2,006,585**	**1,808,385**	**-**	**-**	**198,200**	

ATTACHMENT E

City of Kirkland
2007-2008 Budget
Mid-biennial Adjustments

Fund & Adjustment Type	2007-2008 Proposed Adjustment			2007-2008 City Manager Recommended			Funding Source				
	Ongoing	One-time	Total	Ongoing	One-time	Total	Available Fund Balance	Additional Revenue	Expenditure Offset	Reserves	Notes
GRANT CAPITAL PROJECTS FUND											
HOUSEKEEPING ADJUSTMENTS											
2007 Resources Forward Adjustment to Actual Balance	-	71,066	71,066	-	71,066	71,066	71,066	-	-	-	
GRANT CAPITAL PROJECTS FUND TOTAL	**-**	**71,066**	**71,066**	**-**	**71,066**	**71,066**	**71,066**	**-**	**-**		
WATER/SEWER OPERATING FUND											
HOUSEKEEPING ADJUSTMENTS											
FEMA Windstorm Reimbursement	-	20,233	20,233	-	20,233	20,233	-	20,233	-	-	FEMA Reimbursement
2007 Resources Forward Adjustment to Actual Balance	-	(15,569)	(15,569)	-	(15,569)	(15,569)	(15,569)	-	-	-	
WATER/SEWER OPERATING FUND TOTAL	**-**	**4,664**	**4,664**	**-**	**4,664**	**4,664**	**(15,569)**	**20,233**	**-**	**-**	
WATER/SEWER DEBT SERVICE FUND											
HOUSEKEEPING ADJUSTMENTS											
2007 Resources Forward Adjustment to Actual Balance	-	2,120	2,120	-	2,120	2,120	2,120	-	-	-	
WATER/SEWER DEBT SERVICE FUND TOTAL	**-**	**2,120**	**2,120**	**-**	**2,120**	**2,120**	**2,120**	**-**	**-**		
WATER/SEWER CAPITAL PROJECTS FUND											
HOUSEKEEPING ADJUSTMENTS											
2007 Resources Forward Adjustment to Actual Balance	-	599,006	599,006	-	599,006	599,006	599,006	-	-	-	
WATER/SEWER CAPITAL PROJ. FUND TOTAL	**-**	**599,006**	**599,006**	**-**	**599,006**	**599,006**	**599,006**	**-**	**-**		
SURFACE WATER OPERATING FUND											
HOUSEKEEPING ADJUSTMENTS											
FEMA Windstorm Reimbursement	-	10,795	10,795	-	10,795	10,795	-	10,795	-	-	FEMA Reimbursement
2007 Resources Forward Adjustment to Actual Balance	-	298,988	298,988	-	298,988	298,988	298,988	-	-	-	
SURFACE WATER OPERATING FUND TOTAL	**-**	**309,783**	**309,783**	**-**	**309,783**	**309,783**	**298,988**	**10,795**	**-**	**-**	
SOLID WASTE FUND											
HOUSEKEEPING ADJUSTMENTS											
FEMA Windstorm Reimbursement	-	44,439	44,439	-	44,439	44,439	-	44,439	-	-	FEMA Reimbursement
2007 Resources Forward Adjustment to Actual Balance	-	126,013	126,013	-	126,013	126,013	126,013	-	-	-	
SOLID WASTE FUND TOTAL	**-**	**170,452**	**170,452**	**-**	**170,452**	**170,452**	**126,013**	**44,439**	**-**	**-**	
EQUIPMENT RENTAL FUND											
HOUSEKEEPING ADJUSTMENTS											
Service Package Vehicle Equipment	-	13,400	13,400	-	13,400	13,400	-	13,400	-	-	General Fund funding
2007 Resources Forward Adjustment to Actual Balance	-	89,731	89,731	-	89,731	89,731	89,731	-	-	-	
EQUIPMENT RENTAL FUND TOTAL	**-**	**103,131**	**103,131**	**-**	**103,131**	**103,131**	**89,731**	**13,400**	**-**	**-**	

ATTACHMENT E

City of Kirkland
2007-2008 Budget
Mid-biennial Adjustments

Fund & Adjustment Type	2007-2008 Proposed Adjustment			2007-2008 City Manager Recommended			Funding Source				
	Ongoing	One-time	Total	Ongoing	One-time	Total	Available Fund Balance	Additional Revenue	Expenditure Offset	Reserves	Notes
INFORMATION TECHNOLOGY FUND											
ORIGINAL PRIORITY LIST											
Applications Analyst - PD Systems funding to Info Tech	94,929	-	94,929	-	94,929	94,929	-	94,929	-	-	General Fund Revenue
COUNCIL DIRECTED/OTHER REQUESTS			-								
Currently Kirkland Intern funding to Info Tech	15,613	-	15,613	-	15,613	15,613	-	15,613	-	-	General Fund Revenue
Web Production Assistant funding to Info Tech	78,351	-	78,351	-	78,351	78,351	-	78,351	-	-	General Fund Revenue
Annexation - GIS Mapping	-	281,920	281,920	-	137,989	137,989	-	137,989	-	-	
Support for Dev. Svcs-wireless in the field project (IT Rsvs)	63,210	-	63,210		63,210	63,210	-	-	-	63,210	IT Reserves
Support for Dev. Svcs-wireless in the field project (fee study)	34,478	-	34,478	-	34,478	34,478	-	34,478	-	-	Development Fees
HOUSEKEEPING ADJUSTMENTS											
2007 Resources Forward Adjustment to Actual Balance	-	232,568	232,568	-	232,568	232,568	232,568	-	-	-	
INFORMATION TECHNOLOGY FUND TOTAL	**286,581**	**514,488**	**801,069**	**-**	**657,138**	**657,138**	**232,568**	**361,360**	**-**	**63,210**	
FIREFIGHTERS PENSION FUND											
HOUSEKEEPING ADJUSTMENTS											
2007 Resources Forward Adjustment to Actual Balance	-	865	865	-	865	865	865	-	-	-	
FIREFIGHTERS PENSION FUND TOTAL	**-**	**865**	**865**	**-**	**865**	**865**	**865**	**-**	**-**		
TOTAL OTHER FUNDS	**286,581**	**6,315,639**	**6,634,220**	**-**	**6,458,289**	**6,458,289**	**5,505,874**	**691,005**	**-**	**261,410**	
TOTAL ALL FUNDS	**286,581**	**9,070,867**	**9,389,448**	**-**	**8,838,299**	**8,838,299**	**5,583,731**	**2,551,122**	**144,600**	**558,846**	
NON-APPROPRIATION ADJUSTMENTS											
Downtown Strategic Plan Update - Phase II	-	30,000	30,000	-	30,000	30,000	-	-	(30,000)	-	Expenditure Savings

CIP PROJECT CLOSE OUTS
return funds/(need funds)

ATTACHMENT F

CIP #	Description	Surface Water Contingency/ Reserve	Streambank Stabilization	Water/Sewer Contingency/ Reserve	Street Improvement Reserve	REET II Reserve	General Capital Contingency	Other	Notes
CSD 0028	Juanita Creek at 122nd	$ (15,720)							extra in-house
CSD 0034	NE 63rd Street ravine	$ (8,743)							
CSD 0036	Hourglass Pond	$ (27,000)							additional plantings after one year maintenance
CSD 0042	Central Way Storm	$ 68,997							reduced scope based on system analysis
CSD 0044	47th outfall	$ (44,000)							scope expansion (with fiscal note)
CSD 0044	47th outfall	$ (1,909)							easement required
CSD 0237	NW College Creek		$ 4,782						
CSD 0337	Juanita Creek stabilization		$ 261,658						original scope not built (Juanita HS property)
CSD 0437	Slater Ave/Cedar St streambank							$ (25,000)	Water Div unanticipated maintenance
CSD 0437	Slater Ave/Cedar St streambank		$ (102,000)	$ (20,000)					per fiscal note 8/25/05
CSD 0437	Slater Ave/Cedar St streambank		$ 106,066						contractor proposed alternate construction method
CSS 0047	Juanita Liftstation			$ (20,558)					engineering fees > than anticipated
CSS 0048	7th Street W sewermain replacement			$ 349,009					use of "slip-line" technology was acceptable
CSS 0055	Inflow and Infiltration Program			$ (35,092)					King County interlocal required higher matching than anticipated
CSS 0065	Slater Ave sewermain encasement			$ 90,123					bids received allowed lower construction costs
CSS 0556	2005 Emergency Sewer Program			$ 39,860					return to water/sewer reserves
CWA 0021	18th Avenue watermain replacement			$ 12,554					
CWA 0054	NE 113th Place Watermain			$ 14,591					
CWA 0079	6th Avenue watermain replacement			$ (6,889)					
CWA 0080	1st Street Watermain			$ 43,144					
CWA 0089	Slater Ave Watermain (south)			$ (45,315)					poor soil conditions during construction
CWA 0092	4th Ave Watermain			$ (33,804)					
CWA 0114	116th Ave NE Watermain replacement			$ 24,364					
CWA 0590	2005 Emergency Sewer Watermain			$ 10,374					
CNM 0002	Kirkland Ave sidewalk				$ 2,032				
CNM 0003	NE 95th Street Sidewalk					$ 251,528			existing sw and deletion of wetland impacts
CNM 0009	100th Ped/bike overpass					$ (28,558)			added construction costs
CNM 0038	8th St/9th Ave Sidewalk					$ 6,518			
CNM 0040	13th Ave sidewalk				$ 102,279				used existing curb, gutter and storm system
CNM 0042	116th Ave NE non-motorized facilities							$ (218,566)	outside funding: CTED, CMAQ, developer contribution
CNM 0112	2001 Crosswalk program					$ (8,760)			
CNM 0512	2005 Crosswalk program					$ (530)			
CST 0030	Juanita Drive					$ (136,105)			lower concomitant collection/grant reimb
CST 0031	Slater Avenue					$ (108,289)			lower concomitant collection/grant reimb
CST 0066	Norkirk Neighborhood Traffic Calming				$ 15,731				
CST 0068	NE 52nd Street crossing				$ (88,000)				cost escalation from original scope; Council authorized
CST 0068	NE 52nd Street crossing				$ 40,637				
CST 0106	01 Street preservation				$ (4,547)				
CST 0106-003	120th Ave Overlay				$ (1,060)				
CST 0306	2003 Street preservation				$ 37,244				
CST 0506	2005 street preservation				$ 35,658				

CIP PROJECT CLOSE OUTS
return funds/(need funds)

ATTACHMENT F

CIP #	Description	Surface Water Contingency/ Reserve	Streambank Stabilization	Water/Sewer Contingency/ Reserve	Street Improvement Reserve	REET II Reserve	General Capital Contingency	Other	Notes
CST 0606	2006 Street preservation				$ 297,734				scope of project fixed at bid opening; transfer to '07
CST 0706	2007 Street Preservation				$ (297,734)				receipt of 2007 transfer; Council authorized
CTR 0059	128th Lane/BNSF Railroad crossing				$ 77,954				RR construction addressed critical elements
CTR 0060	NE 85th St/128th Ave NE intersection					$ (11,002)			
CTR 0061	NE 68th St/State St intersection				$ 2,687				
CTR 0062	NE 85th St/124th Ave NE intersection					$ (13,582)			
CTR 0063	NE 124th St/100th Ave NE intersection				$ 4,046				
CTR 0064	NE 132nd St/100th Ave NE intersection					$ (14,717)			
CTR 0066	6th and Central Signal					$ 55,574			portion completed by private development
CTR 0071	NE 116th St/124th Ave NE intersection					$ 191,447			
CTR 0076	132nd St/124th Ave w. King County					$ 145,655			King County participation higher than anticipated
CTR 0077	Hazard Elimination Systems					$ (14,800)			
CTR 0077	Hazard Elimination Systems					$ 1,069			
CPK 0076	Kirkland Teen Center						$ 11,069		
CGG 0028	Municipal Court Relocation						$ (3,055)		
CGG 0029	Maintenance Center Improvements						$ (10,958)		
OPW 0306	Totem Lake Fiber Conduit						$ 5,197		
SST 0501	2005 Striping program				$ 8,601				
Total		**$ (28,375)**	**$ 270,506**	**$ 422,361**	**$ 233,262**	**$ 315,448**	**$ 2,253**	**$ (243,566)**	

Attachment G

CITY OF KIRKLAND
City Manager's Office
123 Fifth Avenue, Kirkland, WA 98033 425.587.3001
www.ci.kirkland.wa.us

MEMORANDUM

To: David Ramsay, City Manager

From: Sheila Cloney, Special Projects Coordinator

Date: October 22, 2007

Subject: 2008 City Manager Recommendation for Community Agency and Tourism Funding Requests

As part of the 2007-2008 Budget process, the City Council revised the outside agency funding process. Beginning in 2007, "partner agencies" (i.e. Kirkland Performance Center, Friends of Youth and the Kirkland Downtown Association) received funding for 2007 and 2008. "Community Agency" requests remained on an annual cycle and were funded by a combination of a General Fund allocation (established at $61,000 for 2008 and a portion of annual Lodging Tax funds). Requests funded from the Lodging Tax Fund are reviewed by the Lodging Tax Advisory Committee and are for tourism-related projects.

Following is a summary of the ongoing and one-time funds appropriated in the 2008 portion of the 2007-2008 biennial budget.

	Ongoing	**One-time**
Partner Agencies		
KDA	10,000	15,000
KPC		50,000
Friends of Youth	60,000	
Subtotal Partner Agencies	**70,000**	**65,000**
4th of July Fireworks		**30,000**
Lodging Tax*		**17,000**
Community Agencies**		**63,375**
Total 2008 Budgeted	**70,000**	**175,375**

*LTAC is recommending the allocation of an additional $11,000 from available fund balance for total 2008 funding of $28,000.
**$61,000 allocated for 2008 plus 2,375 in unallocated 2007 funds for a total of $63,375.

For 2008, the City received a total of $129,525 in requests for Community Agency funding and $35,000 in Lodging Tax funding requests. The City Manager has recommended that Outside Agency Funding requests be funded at a level of $63,375. The Lodging Tax Advisory Committee (LTAC) has recommended funding requests at a level of $28,000 from the lodging tax fund. Included as Attachment 1 to this memo is a summary spreadsheet showing all of the 2008 requests, the City Manager's & LTAC's recommendations and the 2007 funding as a reference.

Funding Type	**2007 Funding**	**2008 Requests**	**2008 Recommendation**
Community Agency	67,125	129,525	63,125
Partner Agencies	135,000	135,000	135,000
Tourism	30,000	35,000	28,000
4th of July	30,000	30,000	30,000

The 2008 requests are summarized on the following pages.

PARTNER AGENCIES

The following agencies were included in the biennial budget for both 2007 and 2008. One of the agencies is requesting additional funding to what was allocated for them for 2008 as a Partner Agency. A summary of the budgeted funding is shown below.

KIRKLAND DOWNTOWN ASSOCIATION

Project	Requested Amount	Recommendation	Source
Kirkland Downtown Association	$25,000	$25,000	**Partner Agency -** $10,000 Ongoing; 15,000 One-time base budget;

KDA focuses on creating a more vibrant downtown for the Kirkland community. Having eliminated the business grant program, the City contracted with the KDA in 2007 to provide economic development services related to promoting downtown businesses in the amount of $10,000 and 15,000 in one-time funds. $25,000 is allocated again in 2008 for the KDA under a contract with specific performance measures and managed by the Economic Development Manager. A copy of the KDA work plan for 2008 is included as Attachment 2.

The KDA is requesting an additional $41,000 in Community Agency and $8,000 in Lodging Tax funds (see discussion below).

FRIENDS OF YOUTH

Project	Requested Amount	Recommendation	Source
Friends of Youth	$60,000	$60,000	Base Budget- **Partner Agency**

Ongoing funding was approved in the 2007-2008 Budget for Friends of Youth for operations of the Kirkland Teen Center.

KIRKLAND PERFORMANCE CENTER

Project	Requested Amount	Recommendation	Source
Operational Support	$50,000	$50,000	Base Budget **Partner Agency**

The Kirkland Performance Center provides a theater facility in which arts, entertainment and community gatherings are presented. Approximately 70,000 people attend events at KPC annually.

KPC was allocated $50,000 in 2007 and 2008 (total $100,000) in outside agency support from one-time funds.

The Kirkland Performance Center is requesting an additional $10,000 in Lodging Tax funds to fund the 2008-2009 KPC Season Brochures (see discussion below).

OTHER BASE BUDGET ALLOCATIONS

Two requests were provided funding within the base budget.

4th of JULY FIREWORKS

Project	Requested Amount	Recommendation	Source
July 4th Fireworks	$50,000	$30,000	One-time base budget allocation of $30,000 ($30,000 each year)

Celebrate Kirkland produces a 4th of July event that fosters community spirit and celebrates the diverse elements of our community. A parade, picnic, and annual fireworks show provide an opportunity for everyone to recognize and celebrate Independence Day. A multitude of volunteers, community groups and businesses make this event possible. The City of Kirkland provides funding of $30,000 for the fireworks display. This funding is supplemented by fundraising conducted by Celebrate Kirkland.

The City Council allocated $30,000 for 2007 and $30,000 in 2008 of one-time funds for the 4th of July fireworks display. Celebrate Kirkland is requesting an additional $20,000 in funding for fireworks.

Celebrate Kirkland is also requesting funding for the picnic, the parade and marketing which are all considered below under the community agency requests.

LEADERSHIP EASTSIDE

Project	Requested Amount	Recommendation	Source
Tuition	$ -0-	$3,000	Ongoing Base Budget in Human Resources

Leadership Eastside offers training in a classroom setting. In 2007 Council allocated funds in the Human Resources budget for scholarships for both 2007 and 2008.

Leadership Eastside is also requesting $6,000 in community agency funding for operating support (see discussion below).

COMMUNITY AGENCY REQUESTS

Community agency requests are considered on an annual basis. A total of $63,375 is appropriated (but not yet allocated) for 2008. The following summarizes the requested amounts and the corresponding recommendation.

BRIDLE TRAILS FOUNDATION

Project	Requested Amount	Recommendation	Source
Party in the Park	$500	$325	One-Time Community Agency Funds

Bridle Trails Foundation has applied for a second year of funding to cover the cost of hanging banners to advertise the annual Party in the park. Funding would be contingent upon the inclusion of ExploreKirkland.com in all marketing materials. The $325 covers the cost of hanging two banners ($300) and the banner hanging permit fee of ($25).

CELEBRATE KIRKLAND

Project	Requested Amount	Recommendation	Source
July 4th Fireworks	$20,000	$0	Community Agency - One-Time Funds
July 4th Picnic	$4,500	$4,500	Community Agency - One-Time Funds
July 4th Parade operations	$6,000	$4,500	Community Agency – One-Time Funds
July 4th Marketing	$7,000	$4,000	LTAC - One-Time Funds
TOTAL	**$37,500**	**$13,000**	

Celebrate Kirkland produces a 4th of July event that fosters community spirit and celebrates the diverse elements of our community. A parade, picnic, and annual fireworks show provide an opportunity for everyone to recognize and celebrate Independence Day. A multitude of volunteers, community groups and businesses make this event possible. The City of Kirkland provides funding of $30,000 for the fireworks display. This funding is supplemented by fundraising conducted by Celebrate Kirkland.

The City Council allocated $30,000 for 2007 and $30,000 in 2008 of one-time funds for the 4th of July fireworks display. Celebrate Kirkland is requesting an additional $20,000 in funding for fireworks.

Celebrate Kirkland received $13,000 in community agency and tourism funds in 2007.

CLASSIC CAR SHOW – Kirkland Downtown Association

Project	Requested Amount	Recommendation	Source
Kirkland Classic Car Show	$4,500	$3,500	Community Agency - One-Time Funds

2008 will mark the fifth annual Classic Car Show. The event brings 5,000-10,000 visitors to downtown Kirkland where they enjoy the cars, shop and patronize the local restaurants. This will be the fifth year the Car Show has requested funding.

In 2007, the car show received $3,500.

CONCOURS

Project	Requested Amount	Recommendation	Source
Concours – Event Production	$6,675	$2,500	One-Time Community Agency Funds
Concours – Marketing (LTAC)	$6,000	$6,000	LTAC
TOTAL	**$12,675**	**$8,500**	

Concours d'Elegance has applied for a second year of funding to support its annual display of elegant cars similar to the annual show at Pebble Beach. Tourism funds would be used to leverage ad buys with regional and national travel publications. In 2006 Concours generated and was returned $1,781.65 in admissions tax that was in turn donated to Evergreen Hospital.

In 2007 Concours received $5,500 in community event and tourism funding.

EASTSIDE HERITAGE SOCIETY

Project	Requested Amount	Recommendation	Source
Kirkland City Hall Historical Displays	$4,500	$0.0	One-Time Community Agency Funds

The Eastside Heritage Society operates the Eastside Heritage Center in Bellevue. Over the past year, they have provided historical displays at City Hall. They are requesting $4,500 to produce five exhibits for Kirkland City Hall. A letter of endorsement for the Kirkland Heritage Society is included as Attachment 3.

This is a new funding request.

HERITAGE SOCIETY

Project	Requested Amount	Recommendation	Source
Preservation, Heritage Week, Heritage Resource Center Operating	$2,000	$2,000	One-Time Community Agency Funds

The Kirkland Heritage Society informs residents and visitors about Kirkland's history and preserves artifacts, documents, structures and sites important to Kirkland's past.

The City has funded the Heritage Society at the $2,000 level for several years. In 2007, the Heritage Society also received $3,000 in Lodging Tax funds for a special project.

INTERLAKEN TRAILBLAZERS

Project	Requested Amount	Recommendation	Source
Volkswalk	$500	$300	Community Agency - One-Time Funds

In addition to the two Kirkland Year round Volkswalks, the Interlaken Trailblazers would like to host a one-day walk through Kirkland in 2008.

In 2007 the City funded this event at $300.

JR. SOFTBALL WORLD SERIES

Project	Requested Amount	Recommendation	Source
Jr. Softball World Series	$10,000	$8,000	Community Agency – One Time Funds

The Jr. Softball World Series is a popular week-long softball tournament involving regional Little League all-star champions from five US regions, Canada, Europe, Latin America, Asia and a host team.

In 2007 the City funded this event at $8,000.

KIRKLAND ARTS CENTER

Project	Requested Amount	Recommendation	Source
Free or subsidized art opportunities	$10,000	$4,000	Community Agency – One Time Funds

The Kirkland Art Center continues to gain recognition as an eastside destination and studio for artists to practice their craft.

The Kirkland Art Center received $6,000 in 2007 ($4,000 in community agency funding and $2,000 in Lodging Tax funding for a special project.)

KIRKLAND ARTIST STUDIO TOUR (KAST)

Project	Requested Amount	Recommendation	Source
Kirkland Artists Studio Tour	$4,000	$2,000	LTAC

The Kirkland artist studio tour has grown in popularity, supporting the growing art community in Kirkland and attracting visitors to spend Mother's Day in Kirkland.

KAST was funded at $2,000 in 2007.

KIRKLAND DOWNTOWN ASSOCIATION (KDA)

Project	Requested Amount	Recommendation	Source
Kirkland Downtown Association	$41,000	$27,000	One-Time Community Agency Funds
Tourism Promotion – LTAC	$8,000	$8,000	LTAC
Total	**$49,000**	**$35,000**	

The KDA is requesting an additional $41,000 to supplement their partner agency funding to fund a half-time staff person, rent increases and their normal events, services and programs.

In 2007 the KDA received $27,000 of community agency funding and $8,000 from Lodging Tax funds.

FRIENDS OF THE LIBRARY OF KIRKLAND (FOLK)

Project	Requested Amount	Recommendation	Source
Kirkland Library Adult Spelling Bee	$3,350	$1,000	One-Time Community Agency Funds

The Kirkland Library has applied for funding to promote the Kirkland Adult Spelling Bee. In 2007, their project was "If Everyone Read the Same Book."

The Kirkland Library received $1,000 in 2007.

KIRKLAND PERFORMANCE CENTER (KPC)

Project	Requested Amount	Recommendation	Source
2007-2008 Season Brochure	$10,000	$8,000	One-Time LTAC funds

The Kirkland Performance Center provides a theater facility in which arts, entertainment and community gatherings are presented. Approximately 70,000 people attend events at KPC annually.

The Kirkland Performance Center is requesting $10,000 in Lodging Tax funds to fund the 2008-2009 KPC Season Brochures.

This project was funded at $8,000 in 2007.

LEADERSHIP EASTSIDE

Project	Requested Amount	Recommendation	Source
Program Year Operating Support	$6,000	$ -0-	One-time Community Agency Funds

Leadership Eastside offers training in a classroom setting. They are requesting $6,000 for general operating support for their program.

In 2007 Council allocated funds in the Human Resources budget for scholarships for both 2007 and 2008.

SEVEN HILLS OF KIRKLAND – KITH

Project	Requested Amount	Recommendation	Source
Seven Hills of Kirkland	$7,000	$7,000	Community Agency - One-Time Funds

The Seven Hills bike ride raises funds for the on-going programs of the Kirkland Interfaith Transitions in Housing. The ride will bring approximately 700 cyclists to the downtown for an event that has been widely recognized by the biking community. Seven Hills also offers an opportunity for KITH to explain its programs and projects to a wide variety of community members.

Seven Hills was funded at $7,000 in 2007.

TRANSPORTATION CHOICES COALITION

Project	Requested Amount	Recommendation	Source
Program Support	$3,000	$1,500	Community Agency - One-Time Funds

Transportation Choices Coalition provides education and support for expanding transportation options for Kirkland residents in an effort to improve mobility and preserve the environment. This is the fourth year Transportation Choices Coalition has requested funding.

Transportation Choices Coalition was funded at $1,500 for a membership fee in 2007.

Complete copies of the individual requests are available in hard copy in the City Manager's Office.

Attachment 1

City of Kirkland
2008 Outside Agency Funding Recommendation

Event / Project	2008 Funding Requests				2008 Funding Recomendation/Source						*2007 Funding Approved Funding (for reference)*				
							Partner Agencies						Partner Agencies		
	2008 Community Requests	2008 Partner Funded/4th of July	2008 LTAC Requests	2008 Total Requests	LTAC	One-Time	2008 One-Time	2008 Ongoing	Total 2008 Sources	Diff Funding to Request	LTAC	One-Time	2007 One-Time	2007 Ongoing	Total 2007 Sources
Bridle Trails Park	500			$ 500		*325*			$ 325	$ (175)		*325*			$ 325
Celebrate Kirkland 4th of July Fireworks Show - *Special Event Budget*	20,000	30,000		$ 50,000			30,000		$ 30,000	$ (20,000)			30,000		$ 30,000
Celebrate Kirkland 4th of July Parade	6,000			$ 6,000		*4,500*			$ 4,500	$ (1,500)		*4,500*			$ 4,500
Celebrate Kirkland 4th of July Picnic	4,500			$ 4,500		*4,500*			$ 4,500	$ -		*4,500*			$ 4,500
Celebrate Kirkland Marketing - LTAC			7,000	$ 7,000	4,000				$ 4,000	$ (3,000)	4,000				$ 4,000
Classic Car Show	4,500			$ 4,500		*3,500*			$ 3,500	$ (1,000)		*3,500*			$ 3,500
Concours	6,675			$ 6,675		*2,500*			$ 2,500	$ (4,175)		*2,500*			$ 2,500
Concours - LTAC			6,000	$ 6,000	6,000				$ 6,000	$ -	3,000				$ 3,000
Eastside Heritage Center	4,500			$ 4,500					$ -	$ (4,500)					$ -
Feet First				$ -					$ -	$ -		*1,000*			$ 1,000
Friends of Youth - *PARTNER AGENCY*		60,000		$ 60,000				60,000	$ 60,000	$ -				60,000	$ 60,000
Heritage Society	2,000			$ 2,000		*2,000*			$ 2,000	$ -		*2,000*			$ 2,000
Heritage Society				$ -					$ -	$ -	*3,000*				$ 3,000
Interlaken Trailblazers	500			$ 500		*300*			$ 300	$ (200)		*300*			$ 300
Jr. Softball World Series	10,000			$ 10,000		*5,000*			$ 5,000	$ (5,000)		*8,000*			$ 8,000
KDA Funding - *PARTNER AGENCY*	41,000	25,000		$ 66,000		*27,000*	15,000	10,000	$ 52,000	$ (14,000)			15,000	10,000	$ 25,000
KDA General Promotion - LTAC			8,000	$ 8,000	8,000				$ 8,000	$ -	8,000				$ 8,000
KDA Community Agency				$ -					$ -	$ -		*18,500*			$ 18,500
KDA Community Agency (Addl' funding)				$ -					$ -	$ -		*8,500*			$ 8,500
Kirkland Art Center-Free or Subsidized Art Opportunities	10,000			$ 10,000		*4,000*			$ 4,000	$ (6,000)		*4,000*			$ 4,000
Kirkland Art Center Gallery Brochure - LTAC				$ -					$ -	$ -	*2,000*				$ 2,000
Kirkland Artist Studio Tours (KAST) - LTAC			4,000	$ 4,000	2,000				$ 2,000	$ (2,000)	2,000				$ 2,000
Kirkland Library	3,350			$ 3,350		*1,000*			$ 1,000	$ (2,350)		*1,000*			$ 1,000
Kirkland Performance Center - *PARTNER AGENCY*		50,000		$ 50,000			50,000		$ 50,000	$ -			50,000		$ 50,000
Kirkland Performance Center (brochure) LTAC			10,000	$ 10,000	8,000				$ 8,000	$ (2,000)	8,000				$ 8,000
Kirkland Uncorked				$ -					$ -	$ -					$ -
Leadership Eastside	6,000			$ 6,000					$ -	$ (6,000)					$ -
Seven Hills of Kirkland	7,000			$ 7,000		*7,000*			$ 7,000	$ -		*7,000*			$ 7,000
Transportation Choices Coalition	3,000			$ 3,000		*1,500*			$ 1,500	$ (1,500)		*1,500*			$ 1,500
Totals	$ 129,525	$ 165,000	$ 35,000	$ 329,525	$ 28,000	$ 63,125	$ 95,000	$ 70,000	$ 256,125	$ (73,400)	$ 30,000	$ 67,125	$ 95,000	$ 70,000	$ 262,125

Available $ 63,375

(Over)/Under $ 250

Item	total project cost/note	Hours @$60	Other funding sources	Grant Award	Source	Deliverable	Performance Measure	Duration	Status
Flowerpots			8,500 PW	$ 6,500	Amenities	flower pots	Number, physical pots	12 months	0%
TGITH promotion	includes bus placards, new flowerpot signage and			$ 4,500	Amenities	signs, ads	Bus placards and signs from Memorial Day through Labor Day	Memorial-Labor day	0%
Holiday decorations	lighted decorations for light poles			$ 3,000	Amenities	4 light pole decorations	Hung by November 15th	6 weeks	0%
power washing	Powerwashing of agragate sidewalks in the downtown			$ 2,500	Amenities	completion of powerwashing			0%
Nights of Shopping promotion	bus advertising campaign, local paper advertising & PR			$ 4,500	Amenities	bus placards & ads	Campaign runs from mid-November through December	6 weeks	0%
Retailers / community outreach	Time spent on issues relating to merchants/ owners, and those living/working in the downtown core.	260		$ 15,600	Bus/Comm				0%
VIC - Ongoing services	KDA regular staff handling M-F visitor queries	130		$ 7,800	Bus/Comm				0%
Monthly resturant and retailers meetings, 8 months total	Includes notification, planning, aquiring possible guest speakers, etc.	64		$ 3,840	Bus/Comm			Late Spring, summer and fall - in coordination with city educational events	0%
City sponsored event support	sponsored events, such as Sustainable September, Uncorked, Jazz	50		$ 3,000	Bus/Comm				0%
TGITh promotion for Memorial Day through Labor Day	promotion and support for Memorial Day - Labor Day	80		$ 4,800	Bus/Comm		Business open until 8:00 PM Memorial day through Labor Day	Memorial-Labor day	0%
Jazz Nights in Kirkland campaign & Support		142		$ 8,520	Bus/Comm		Jazz nights on Second Thursdays, monthly starting in January of 08	monthly - second Thursdays	
Database of Downtown	monthly updates	24		$ 1,440	Bus/Comm		750 businesses email addresses		0%
Rolling rack display				$ 1,000	LTAC		completed by March 08	Display available outside office during office hours	0%
VIC - Saturday Hours				$ 800	LTAC		Hired staff 6 hours on Saturday	Memorial-Labor day	0%
Jazz nights in Kirkland support materials				$ 4,500	LTAC		posters, coasters and advertising support for Jazz Nights program	Jan - Dec.	0%

Kirkland Heritage Society
203 Market Street
Kirkland, WA 98033
425 827-3346

July 13, 2007

Heather Trescases
Executive Director
Eastside Heritage Center
P.O. Box 40535
Bellevue, WA 98015

RE: City of Kirkland, 2008 Community Agency Program

Dear Heather:

I am writing this letter on behalf of the Kirkland Heritage Society in support of your request for funding through Kirkland's Community Agency Program.

Over the past two years, particularly, you and your staff have provided a great deal of technical assistance to the Kirkland Heritage Society in furthering our work. Among those were:

- Setting up a Saturday morning session to review how the PastPerfect database worked prior to our Board's decision to purchase it and begin the process of better organizing our collections;
- Staff reviewing our present archives to give us ideas on how we might be able to do it better; and
- Agreeing to sell the Neir book and Lamson Centennial booklet on your website and at the recent Strawberry Festival. This opens up another venue for KHS to sell these items.

In addition, the excellent exhibit you put together in the Kirkland City Hall is another reminder to our citizens of the rich history of Kirkland and the East Side.

We look forward to an ongoing working relationship and urge support of your request to continue these efforts.

Sincerely,

Robert G. Burke
President

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

MEMORANDUM

To: Dave Ramsay, City Manager

From: Daryl Grigsby, Public Works Director

Date: November 8, 2007

Subject: Response to letter from Dennis McNamara

On October 2, 2007, the City Council reviewed a letter to Dennis McNamara regarding the installation of c-curbing on NE 85th St in front of his veterinary clinic. The Council requested that staff look again at the issues raised in his letter, and return to Council with another response to his concerns.

I met with the property owners, Northstream, as well as the owners of the adjacent property where the current 7-11 store is. In addition I met with Mr. McNamara on November 6 and again on November 14th. The attached letter is the new draft response to Mr. McNamara.

We be providing his customers with detailed maps showing the safest east bound approach to his property, and will be monitoring the situation in consultation with him. In addition, he is exploring other access options with the property owner.

RECEIVED

SEP 1 1 2007

CITY OF KIRKLAND
CITY MANAGER'S OFFICE

cc: Council
M. Beard
Daryl
Eric
Ellen

Dennis R. McNamara
P.O. Box 604
Monroe, WA 98272-0604
September 11, 2007

Mayor James Lauinger
City of Kirkland

Mayor Lauinger:

Thank you for your note. During the past week, we have been conducting an Independent Survey regarding access and leaving My Pet's Vet Clinic and Best Cleaners.

Enclosed are 73 survey forms which represents approximately 20% or our combined clientele. You will note the impact on our neighbor, 7-11, and the amount of business traffic that now goes through a school zone. I have notified the Lake Washington School District of these numbers as well. You will also note how many times illegal and/or unsafe options are being used.

We will continue our survey for a broader base of information and as a way of advertising our delima.

Sincerely,

Dennis R. McNamara

Dennis R. McNamara

nice Soloff 425-587-3257
oloff@ci.ckirkand.wa.us
on Anderson, Project Engineer
onanderson@ci.kirkland.wa.us
25-587-3826
23 5th Ave., Kirkland, WA 98033

TO OUR VERY SPECIAL CLIENTS/CUSTOMERS

WE WANT YOU TO KNOW THAT WE GREATLY APPRECIATE YOUR BUSINESS. MANY OF YOU HAVE BEEN LOYAL TO US FOR SEVERAL YEARS. IT CONTINUES TO BE OUR GOAL TO PROVIDE YOU WITH THE BEST SERVICE POSSIBLE.

AS YOU KNOW, THE NE 85TH ST IMPROVEMENT PROJECT HAS CHANGED HOW YOU MAY ACCESS OUR BUSINESS. PART OF THE PLANNING OF A PROJECT OF THIS MAGNITUDE INCLUDES AN IMPACT STUDY FOR EACH BUSINESS, FOLLOWED BY A MEETING WITH THAT BUSINESS TO DISCUSS THE IMPACT AND ANY SUBSEQUENT COMPENSATION.

THE CITY OF KIRKLAND PLANNING DEPARTMENT DID NOT CONDUCT SUCH A STUDY, IN ORDER TO AVOID ADDRESSING THE RESULTING IMPACT. WE HAVE BEEN TOLD BY THE CITY THAT THE IMPROVEMENTS WERE NEEDED FOR TRAFFIC SAFETY. AS COMMUNITY MINDED BUSINESSES, WE SUPPORT THE CONCEPT OF SAFETY. HOWEVER, WE ARE THE ONLY TWO BUSINESSES BETWEEN 128TH AVE AND 132ND AVE THAT HAVE BEEN NEGATIVELY IMPACTED BY THE PROJECT.

WE HAVE DECIDED TO CONDUCT AN INDEPENDENT STUDY OF OUR OWN AND INVITE YOUR PARTICIPATION. THE RESULTS OF THIS INDEPENDENT STUDY WILL BE SHARED WITH THE CITY OF KIRKLAND.

PLEASE TAKE A MOMENT TO FILL OUT THE CARD PROVIDED AND GIVE IT TO ONE OF OUR STAFF.

WE HAVE ALSO PROVIDED YOU WITH CONTACT INFORMATION, IF YOU CHOOSE TO CONTACT THE PROJECT ENGINEERS YOURSELF.

THANK YOU

MY PET'S VET CLINIC BEST CLEANERS

 73 FORMS FILLED OUT

INDEPENDENT IMPACT SURVEY

For

MY PET'S VET CLINIC & BEST CLEANERS

Please fill this survey out and give it to one of our staff members.

1. What direction did you travel to come to our business?

62 East Bound NE 85th

11 West Bound NE 85th

2. If East Bound 85th St, how did you access our business?

11 U-Turn in NE 85th St.

50 Drive through 7-11

2 Drive to next intersection and turn Around.

7 Other (Please Describe) _____

DROVE OVER MEDIAN (2)

U-TURN IN MORTGAGE STORE (2)

3. What do you feel has contributed to the difficulty in accessing our business? (check all that apply)

9 New traffic signal

65 Left turn curbing

13 Construction East of our business and And ensuing traffic

5 Other: _____

4. Do you feel that access to our business could Have been better planned?

71 Agree

___ Disagree

5. If you wish to travel East on NE 85th St from Our business, how will you do that?

24 Try to use left turn lane East and merge

14 Try to use left turn lane West to South On 128th and around

23 West on NE 85th St to 128th and around to 132nd, then to NE 85th St (approx 3 miles)

10 Other: _____

6. Do you feel that business traffic should be Routed through neighborhood and school zones?

6 Agree 63 Disagree

7. Do you feel that the City of Kirkland Planning Department should have completed an impact Study four our businesses, before beginning the Project?

68 Agree 1 Disagree

8. Would you be willing to contact the Project Engineers by phone, letter or email, and share Your opinion? (Contact information provided)

36 Yes 28 No

9. Additional comments: _____

Name (optional): _____

We thank you for your interest in this matter

SURVEY TO CONTINUE

* Individual surveys available in council study

November 21, 2007 **DRAFT**

Mr. Dennis McNamara
PO Box 604
Monroe, Washington 98272-0604

Subject: YOUR LETTER OF SEPTEMBER 11, 2007

Dear Mr. McNamara

The City Council has received your letter and the petition of your customers at your business, My Pets Vet Clinic, on NE 85th Street. As you are aware, we requested staff to look again at your access issues; and return to the City Council with additional information and solutions.

Since that Council meeting of October 16th when we heard your item, we understand staff has reviewed additional alternatives. We are concerned about the issues you raise, and seek a solution that both assures public safety and the economic viability of your business.

To that end, the following steps have been taken:

- Public Works Director Daryl Grigsby met with the property owners of your location and the adjacent property to the east. For cost concerns, construction feasibility and future site development limitations; the owners do not believe a consolidated driveway or shared lot is workable at this time.

- Daryl Grigsby met with you on November 6th and again on November 14th to discuss a host of alternatives. We understand that during this meeting you were briefed on the history of the three projects impacting your site; the signal at NE 85th St and 128 Ave NE, the private development on the south side of NE 85th from your location, and the upcoming NE 85th project with Sound Transit and the City of Kirkland.

- At the meeting with Mr. Grigsby you also discussed the feasibility of U-turns and other possible options. It was concluded, that although technically mid-block and intersection U-turns are legal maneuvers when it is safe to do so; you believe, and staff agreed, that the road width and traffic volumes on NE 85th make U-turns very difficult.

- After reviewing all feasible short and long-term options, staff has concluded the most effective and immediate solution is the development of a map which shows the safest way for potential customers to approach your site from the west. You indicate since I-405 is to the west, that most of your customers approach from this direction. Staff has developed

the maps, attached, both for you and for the cleaners next door. We can provide this map to you for inclusion on your website, and give you the link so you can download and print copies. Mr. Grigsby also provided you with copies on November 14th. As Mr. Grigsby mentioned at the meeting, the map is intended to provide a viable and safe route for your customers.

- We also understand you were going to speak with your property owner about the feasibility of a driveway to the site from 128th Ave NE.

The City Council has two major goals as it relates to you and other businesses along NE 85th; that you can conduct a successful business along that important corridor, and that customers can access your site safely and efficiently. We have asked Mr. Grigsby to stay in touch with you to see how the maps are working, and to monitor this situation with your input. Thank you again for contacting us.

Sincerely,

KIRKLAND CITY COUNCIL

By James L. Lauinger, Mayor

Attachment A – Map to Pet Clinic
Attachment B – Map to Cleaners

Cc: Daryl Grigsby, Public Works Director

VET CLINIC

Direction to our office

My Pet's Vet Clinic
12804 NE 85th Street
Kirkland WA 98033
(425) 889-0808

Office Hours
Monday - Friday: 9AM - 5PM
Saturday: 8AM - 4PM

From I-405 or West of 128th Avenue NE:
Take Exit 18 if coming from I-405 and head east toward Redmond
Drive east on NE 85th Street pass NE 128th Street,
Make a U-turn at 131st Ave NE
Immediately after the 7-11, turn right into our driveway.

From 132nd Ave NE or Redmond:
Head west on NE 85th Street toward downtown Kirkland
Go pass 132nd Avenue NE
Right before the next traffic signal and immediately after the 7-11, turn right into our drive-way.

Direction to our location

Best Cleaners
12804 NE 85th Street
Kirkland WA 98033
(425) 889-2046
amin@bestcleaners.com

Office Hours

Monday - Friday: 7AM - 7PM
Saturday: 9AM - 5PM

From I-405 or West of 128th Avenue NE:
Take Exit 18 if coming from I-405 and head east toward Redmond
Drive east on NE 85th Street pass NE 128th Street,
Make a U-turn at 131st Ave NE
Immediately after the 7-11, turn right into our driveway.

From 132nd Ave NE or Redmond:
Head west on NE 85th Street toward downtown Kirkland
Go pass 132nd Avenue NE
Right before the next traffic signal and immediately after the 7-11, turn right into our drive-way.

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

MEMORANDUM

To: David Ramsay, City Manager

From: Daryl Grigsby, Public Works Director

Date: November 9, 2007

Subject: Report to Council on Business Access on NE 85th St

RECOMMENDATION**:**

Receive report from staff regarding business access issues during upcoming NE 85th Capital Project

DISCUSSION:

On October 2, 2007, the City Council reviewed a letter to Dennis McNamara regarding his concerns on access for business on NE 85th. As part of that discussion, the City Council expressed concern that the issues he raised could be multiplied if the NE 85th project reduces business access through the inclusion of medians and c-curbing. The following contains information to Council regarding the larger issue of circulation and access on NE 85th.

The Sound Transit/City of Kirkland project on NE 85th St is to enhance transit and vehicle mobility through the corridor and provide safe vehicle and pedestrian use of the corridor. This will be accomplished through intersection improvements, sidewalk additions, and undergrounding of utilities. We are currently developing specific designs and will be soon be contacting individual property owners regarding property implications of the undergrounding of overhead utilities.

Council was concerned the c-curbing in front of Mr. McNamara's business would be magnified during the design of NE 85th; specifically, that construction of medians would inhibit access and thereby reduce the very economic vitality we are trying to promote along that corridor.

The following provides information regarding the access issues on NE 85th

- The particular access issues presented in the McNamara case are a result of the installation of c-curbing in front of his business. The c-curbing was placed there to resolve traffic safety concerns created by the preponderance of potential conflicting vehicle movements. At that location on 128th Ave NE and NE 85th there are left-turn lanes, driveways, a signalized intersection and various turning movements that together create a very unsafe situation without the installation of c-curbing. The Federal Highway Office of Operations has produced a study regarding Access Management after several years of research. This study concludes that an unsafe traffic condition is more of an obstacle to accessing business than the construction of an appropriate median or c-curbing. This same report notes that in some cases, providing safe access, even if people must drive a few blocks farther away, can even attract more customers. Their fundamental conclusion is that drivers will not go to businesses where the access is seen as unsafe; and the visual of an accident near their desired location could potentially keep them from going there in the future.
- Council was concerned about the potential access impacts of proposed medians along NE 85th. The NE 85th Subarea Plan under the Transportation Element requires that the City Council review and approve any

proposed medians along NE 85th. Specifically, Policy NE85-8.1 says that final decisions on landscaped medians are to be made by the City Council. This provision will allow for public input and council review of any medians proposed for NE 85th.

- We looked at the issue Council raised regarding provision for U-turns. Our current project design does not include scope or budget for the addition of U-turns along NE 85th. Regarding access, we believe we can accomplish safe and reliable access along the corridor without U-turns. In addition, adding a U-turn at intersections could add from $500 k to $950 k in costs per intersection. This could increase given the need for full or partial property acquisition. The Council added funds in 2006 from various sources for the underground improvements, and the existing Sound Transit and City funding does not allow for the provision of U-turns. Primarily, we believe that staff analysis and council review will insure we can provide safe business access within the existing budget.

As the project progresses, we will be back to Council with updates on access management issues relative to businesses along the NE 85th corridor.

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

MEMORANDUM

To: David Ramsay, City Manager

From: Rob Jammerman, Development Engineering Manager
Tom Phillips, Building Services Manager
Nancy Cox, Development Review Manager

Date: November 20, 2007

Subject: Kirkland Single-Family Building Permit Process Assessment

RECOMMENDATION:

Kurt Latimore, with the Latimore Company, has been asked to give a brief presentation to the City Council about his assessment of the Kirkland Single-Family Building Permit Process.

BACKGROUND DISCUSSION:

The Latimore Company was hired in June of this year to conduct an assessment of the Single-Family Building Permit review and inspection process. The purpose of the assessment was threefold:

1) The City's Development Services group is continually reviewing, checking, and measuring our permitting process to see if it can be improved. Although Development Services has made many improvements to the permitting process, there was a desire to have an outside consultant, who specializes in permit process assessments, also take a look at our process to see if further improvements could be made.

2) The City's permit tracking software, *Advantage*, will be replaced in a few years and a process assessment needs to be done before a new permit tracking software is chosen.

3) If the City moves forward with annexation, permit volumes will increase 60-70 percent. With this known increase, we need to be sure that our permit process is functioning as efficiently as possible.

In 2008, Development Services is anticipating that we will move ahead with additional phases of this study, which will focus on Land Use, Commercial, and Multifamily Permit processing.

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

MEMORANDUM

To: David Ramsay, City Manager

From: Tracey Dunlap, Director of Finance and Administration
Sri Krishnan, Senior Financial Analyst

Date: November 8, 2007

Subject: **PRELIMINARY 2008 PROPERTY TAX LEVY**

RECOMMENDATION:

Council approve the attached interim ordinance levying property taxes for the year 2008 and the attached resolution to bank property tax capacity now that Initiative 747 (I-747) has been found to be unconstitutional.

BACKGROUND DISCUSSION:

The attached interim ordinance is required in order to meet the November 30th deadline established by the King County Council for submission of levy amounts. Each year the County prepares a levy worksheet for cities that establishes the maximum levy capacity (within legal limits) and the amount of new construction valuation. The City cannot accurately calculate the amount of the levy until the final worksheet is received. The County estimates that the final levy worksheets will be available either by the last week of November or the first week of December. Since November 20th is the last regular Council meeting before the November 30th deadline, a preliminary ordinance needs to be passed that establishes a maximum amount of property taxes the City expects to levy in 2008. We use a maximum amount since the County will allow us to submit a final levy amount that is lower than the preliminary amount but not higher. Consequently, the initial property tax levy is typically higher than the final levy will be. The final levy will be calculated when the City receives its final levy worksheet from King County.

It should be noted that the property tax levy still needs to be established annually even though the Council has adopted a budget for the 2007-2008 biennium. Accordingly, the attached ordinance relates to 2008 only.
The following discussion explains how the preliminary levy numbers were calculated for each of the variable factors in the levy. There are two components to the property tax levy — the regular levy, which funds operating costs, and the excess levy, which funds debt service on voter-approved bonds.

Regular Levy

For 2008, there are two factors impacting the amount of the regular levy – the new construction levy and the optional increase.

New Construction

New construction represents additional property taxes to be received from the construction of new buildings and additions to existing structures. The new construction levy increases revenue to the City but does not increase the tax levy on existing taxpayers. The new construction levy is calculated by dividing the new construction valuation by

$1,000 and multiplying the quotient by the current year's regular levy tax rate ($1.25175 per $1,000 of assessed valuation). The following table shows new construction growth trends (as a percentage of each year's total regular levy and as a levy amount) for the past eight years and the projected growth for 2008:

Levy Year	*% Increase*	*New Construction Levy*
2000	2.34%	$185,860
2001	2.53%	$208,632
2002	2.94%	$250,496
2003	1.56%	$136,590
2004	1.36%	$132,113
2005	1.70%	$170,575
2006	2.86%	$273,577
2007	3.94%	$428,058
2008 (Est.)	**3.53%**	**$409,311 (new construction as of 10/18/07)**

The preliminary new construction valuation for the 2008 levy is $326,991,388, which translates into a new construction levy of $409,311 ($326,991,388/$1,000 x $1.25175). Relative to the 2008 total regular levy of $11,594,442, this represents an increase of 3.53%. The attached preliminary ordinance includes new construction that is equivalent to 7.06% of the total 2008 regular levy or $818,622, which is intentionally high to ensure that all new construction amounts will be available. The final new construction levy will not be known until the City receives its final levy worksheet from King County in December. Once the final levy worksheet is received, staff will adjust the 2008 property tax levy accordingly and submit a final ordinance for Council approval on December 11, 2007.

Optional Levy Increase

The 2007-2008 Budget assumes an optional increase of one percent in each year, so the 2008 preliminary levy includes the one percent increase. Each one percent increase in the regular levy equates to almost $116,000 in new revenue to the General Fund and about $7,500 in new revenue to the Parks Maintenance Fund, for a total of about $123,500.

Banked Capacity

The law also allows the use of "banked" capacity, which is the amount of unused optional increases that have accumulated over the years. The 2007-2008 Budget used banked capacity to fund a fifth Corrections Officer (four Corrections Officers were funded by the new construction property tax) and a Communications Coordinator ($162,400). The City has approximately $190,000 of available banked capacity remaining.

Also attached is a resolution providing for the banking of the maximum amount of levy capacity pursuant to RCW 84.55.0101 and .092 given that the Washington Supreme Court has found Initiative 747 unconstitutional. If that occurs, this action ensures the City's ability to provide funding for current and future operating costs from the highest lawful levy as calculated under the statute before I-747 was adopted.

Excess Levy

The total excess levy, which relates to voted debt, is decreasing slightly from $1,465,678 in 2007 to $1,452,838 in 2008. This translates to a rate per $1,000 assessed value of $0.12791.

Trends in Assessed Valuation

Growth in assessed valuation is composed of new construction and revaluation of existing properties. Preliminary figures from King County dated 10/18/07, indicate that the City's total assessed valuation increased by 15.16% with 3.31% due to new construction and 11.85% due to revaluations. For estimating purposes only, new construction valuation is shown at double the 10/18/07 figures to ensure that all new construction amounts will be available. It should be noted that the preliminary new construction figure from King County does not include State assessed valuation, which has not been finalized yet.

The increase in valuation does not in itself generate additional revenue for the City. If the Council takes no optional increase in the levy and the assessed valuation increases, it has the effect of lowering the rate applied to each $1,000 of assessed valuation.

Based on the preliminary levy worksheet, an intentionally high estimate for new construction ($818,622) and the 1% optional increase the overall tax rate (regular levy only) would decrease from $1.25175 per $1,000 of assessed valuation in 2007 to $1.17368 in 2008. A final levy and rate will be prepared for Council approval at their December 11th regular meeting.

Preliminary Levy Recap:

Base General Levy (2008 Rate)	$ 11,594,442
1% Optional Increase (General Levy)	115,944
Optional Banked Capacity	0
Base Parks Maintenance Levy (2008)	754,338
1% Optional Increase (Parks Maint. Levy)	7,543
New Construction and Prior Yr. Adjustments*	858,195
Total Regular and Parks Maint Levy	$ 13,330,462
Excess Levy (for voted debt)	1,452,838
Total 2008 Preliminary Levy	**$14,783,300**

*Prior-year adjustments include new construction levy, relevy for prior-year refunds, and any levy corrections or omissions. New construction levy is estimated at 7.06% over the current levy and will be reduced to the actual new construction allowance when final information is received from King County. The estimated prior-year refund levy for 2008 is $39,573. There are no levy corrections for 2008 in the preliminary figures.

Attachments

Cc: Sandi Hines, Financial Planning Manager

Attachment A

CITY OF KIRKLAND
2008 PROPERTY TAX DISTRIBUTION (PRELIMINARY LEVY)

Taxable Assessed Valuation For 2008 Levy	**$11,357,846,643**

REGULAR LEVY

Operating Fund	Levy	Rate per $1,000 AV
General Fund	$9,483,998	$0.835
Street Operating Fund	$3,030,476	$0.267
Parks Maintenance Fund	$815,988	$0.072
Total 2008 Regular Levy	***$13,330,462***	***$1.17368***

EXCESS LEVY

Unlimited General Obligation Bond Issue	Levy	Rate per $1,000 AV
1993 Unlimited G.O. Refunding (Parks)	$542,258	$0.048
1995 Unlimited G.O. (Public Safety)	$88,068	$0.008
2001 Unlimited G.O. Refunding (Public Safety)	$186,287	$0.016
2003 Unlimited G.O. (Parks)	$636,225	$0.056
Total 2008 Excess Levy	***$1,452,838***	***$0.12791***

TOTAL LEVY

	Levy	Rate per $1,000 AV
Total 2008 Levy	***$14,783,300***	***$1.30159***

ORDINANCE 4117

AN ORDINANCE LEVYING THE TAXES FOR THE CITY OF KIRKLAND, WASHINGTON, FOR THE YEAR 2008.

WHEREAS, the City Council previously held a public hearing on September 19, 2006, to consider revenue sources for the 2007-2008 Biennial Budget; and

WHEREAS, the City Council and the City Manager have considered the anticipated financial requirements of the City of Kirkland for the fiscal year 2008; and

WHEREAS, pursuant to RCW 35A.33.135, the City Council is required to determine and fix by ordinance the amount to be raised by ad valorem taxes; and

WHEREAS, RCW 84.55.120 requires that the increase in the levy over the prior year shall be stated both as to dollars and percentage;

NOW, THEREFORE, the City Council of the City of Kirkland do ordain as follows:

Section 1. The regular property tax levy for the year 2008 is hereby fixed and established in the amount of $13,330,462.

	2007	2008	Increase/ (Decrease)
Assessed Valuation	$ 9,862,547,464	$ 11,357,846,643	$ 1,495,299,179
Base Levy	$ 10,861,816	$ 11,594,442	$ 732,626
Optional Increase on Base Levy			
–Dollars	$ 108,618	$ 115,944	$ 7,326
–Percent	1.00%	1.00%	0.00%
Parks Maintenance Levy	$ 732,366	$ 754,338	$ 21,972
Optional Increase on Parks Maintenance Levy			
–Dollars	$ 7,324	$ 7,543	$ 219
–Percent	1.00%	1.00%	0.00%
Optional Banked Capacity			
–Dollars	$ 162,400	$ 0	$ (162,400)
–Percent	1.40%	0.00%	-1.40%
Prior Year Levy Adjustments and New Construction	$ 476,256	$ 858,195	$ 381,939
Total Regular Levy in Dollars	$ 12,348,844	$ 13,330,462	$ 981,618
Rate per $1,000 of Assessed Valuation	$ 1.25209	$ 1.174368	$ (0.07842)

Section 2. The special tax levies, as heretofore approved by the voters of the City of Kirkland, as to the following general obligation bonds are hereby fixed and established as follows:

Kirkland Taxing Limit #0 and #6	Levy Amount
1993 Unlimited Refunding	542,258
1995 Unlimited Public Safety	88,068
2001 Unlimited Refunding	186,287
2003 Unlimited Parks	636,225
Total Excess Levy	1,452,838

Section 3. 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 _____, 2007.

Signed in authentication thereof this _____ day of _____, 2007.

_____
MAYOR

Attest:

_____
City Clerk

Approved as to Form:

_____
City Attorney

RESOLUTION R-4677

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KIRKLAND PROVIDING FOR THE BANKING OF LEVY CAPACITY PURSUANT TO RCW 84.55.092.

WHEREAS, on June 13, 2006, the King County Superior Court ruled that Initiative 747 ("I-747") is unconstitutional; and

WHEREAS, on August 18, 2006, the Washington State Supreme Court granted a stay of the effect of this ruling pending appeal; and

WHEREAS, on November 8, 2007, the Washington State Supreme Court upheld the 2006 King County Superior Court ruling and held that I-747 is unconstitutional; and

WHEREAS, when the Washington State Supreme Court's decision becomes final and a mandate is issued on November 28, 2007, the maximum limit factor under Chapter 84.55 RCW will return to 6% (from 1%) and the City's highest lawful levy will be calculated under the statute as it existed before I-747 was adopted; and

WHEREAS, the City Council finds that the need to provide funding for operating costs of new facilities, to maintain levels of service for current residents and, in the event of annexation, new residents, and to meet a potential future economic downturn creates a substantial need to set the levy limit at the maximum permitted under RCW 84.55.0101 and .092, as determined by the Washington State Supreme Court; and

WHEREAS, it is the intent of the City Council to bank the maximum amount of levy capacity available to it as a result of the Washington State Supreme Court's decision;

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

Section 1. The City Council has determined that due to substantial need, it is the best interest of the City of Kirkland to increase the biennial budget by 7.98% in 2007-2008 compared to the 2005-2006 budget as of June 30, 2006 and to set the levy limit at the maximum allowable under RCW 84.55.0101, as determined by the Washington State Supreme Court, to ensure adequate funding for this purpose in future years.

Section 2. The City Clerk is directed to certify to the King County Assessor, no later than November 30, 2007, a copy of this resolution showing its adoption; and to perform such other duties as are necessary or required by law to the end that the maximum levy capacity available to the City of Kirkland under Chapter 84.55 RCW, as determined by the Washington State Supreme Court, is banked for future years.

Passed by majority vote of the Kirkland City Council in open meeting this _____ day of _____, 2007.

Signed in authentication thereof this _____ day of _____, 2007.

_____
MAYOR

Attest:

_____
City Clerk

CITY OF KIRKLAND
Planning and Community Development Department
123 Fifth Avenue, Kirkland, WA 98033 425.587.3225
www.ci.kirkland.wa.us

To: David Ramsay, City Manager

From: Eric Shields, Planning Director

Date: November 7, 2007, 2007

Subject: BRIDLE VIEW ANNEXATION

RECOMMENDATION:

Provide direction on whether to amend Kirkland's potential annexation boundary to include the Bridle View subdivision and the City owned "Snyder's Corner" property by:

1) Revising Figure I-2 of the Kirkland Comprehensive Plan; and
2) Submitting a proposal to amend the King County Countywide Planning Policies.

BACKGROUND DISCUSSION:

The Bridle View subdivision is located along the east side of 132nd Ave. NE, between NE 60th St. (if extended) and the Kirkland owned "Snyder's Corner" property on the SE corner of 132nd and NE 70th St. The property is unincorporated and within the potential annexation area (PAA) of Redmond. For some time, many residents of the subdivision have expressed an interest in annexing to Kirkland rather than Redmond. Recently, a letter and petition requesting annexation to Kirkland were submitted to both Redmond and Kirkland. The Redmond City Council considered the request on November 5, 2007 and approved the attached resolution to change Kirkland's and Redmond's PAA boundary to include Bridle View and Snyder's Corner in Kirkland's PAA.

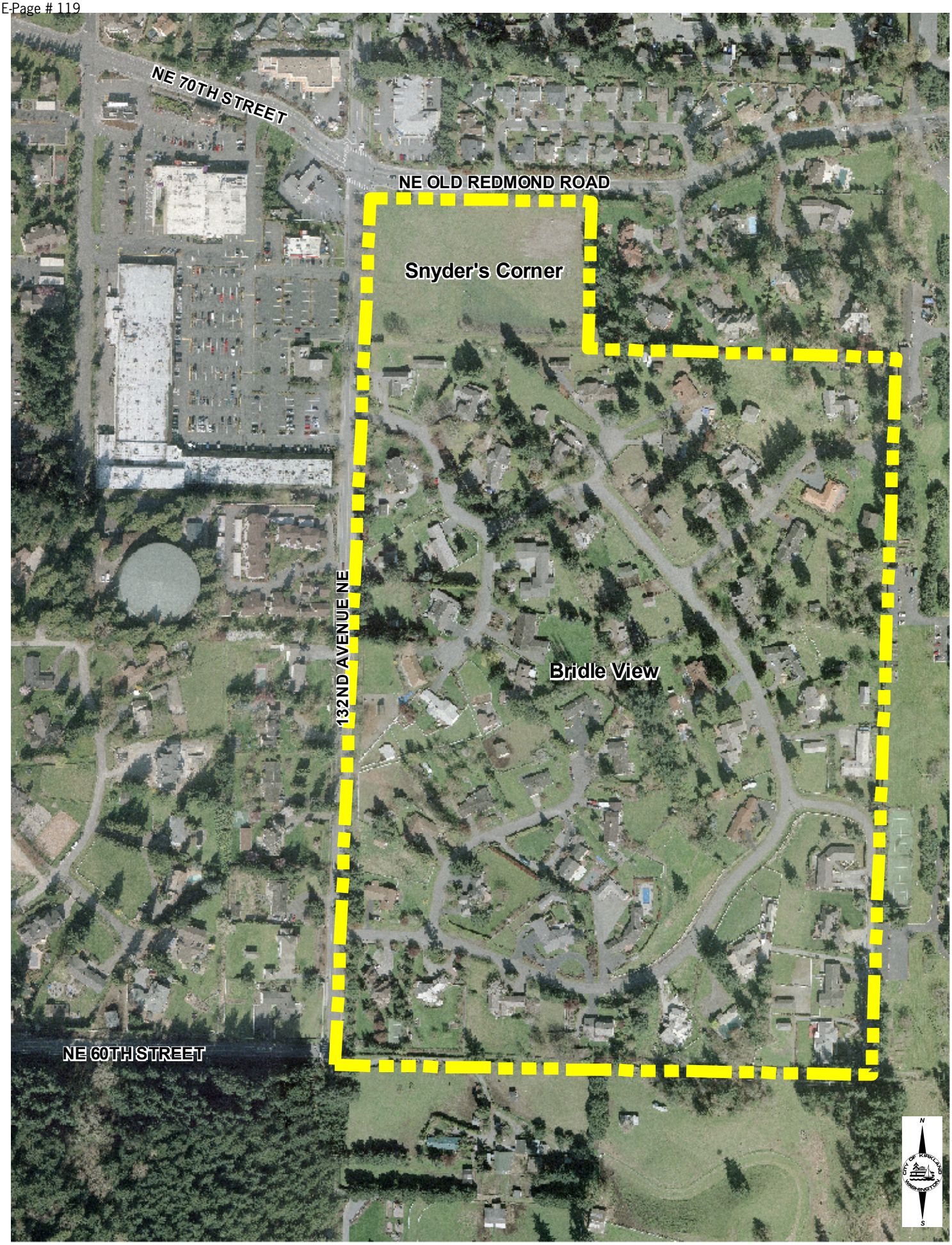
Prior to annexation proceeding, potential annexation area boundaries must be amended. If the Council agrees, Figure I-2 of the Kirkland Comprehensive Plan can be amended to include both the Bridle View subdivision and the Snyder's Corner property within Kirkland's PAA. This can be accomplished as part of the annual Comprehensive Plan amendment process now in progress.

In addition, the King County Countywide Planning Policies also will have to be amended. Kirkland and Redmond can initiate the amendment process by submitting a letter to the King County Growth Management Planning Council. Approval of such an amendment is likely, but the approval process is somewhat lengthy, involving review at one or two meetings of the GMPC, subsequent County Council approval and then ratification by King County cities.

The annexation process could probably begin prior to final ratification of the Countywide Planning Policies, but the City should wait until ratification is completed before submitting the annexation to the Boundary Review Board.

Attachments:
1. Location map
2. Letter and petition from Bridle View Annexation Committee
3. Redmond Council Resolution
4. Figure I-2 of the Kirkland Comprehensive Plan

CC: Bridle View Annexation Committee



Potential Annexation Area

Produced by the City of Kirkland.
(c) 2007, the City of Kirkland, all rights reserved.
No warranties of any sort, including but not limited
to accuracy, fitness or merchantability, accompany this product.

RECEIVED
SEP 17 2007
AM PM
PLANNING DEPARTMENT
BY

September 12, 2007

Rena Peterson
6148 133rd AVE NE
Kirkland, WA 98033

Eric Shields, Director
Kirkland Dept. of Planning and Community Development
123 – 5th AVE
Kirkland, WA 98003

Re: Request for amendment of Proposed Annexation Area

Dear Eric,

As you are aware, the residents of Bridle View have been working for almost two decades on getting our neighborhood annexed into the City of Kirkland. Our neighborhood is first and foremost a place for us to keep horses, with 22 horses in residence. Our proximity to Bridle Trails State Park helps ensure horses will be in Bridle View in the decades to come. Our neighborhood needs the protection of equestrian-specific laws that -would be applicable to the size and nature of our lots. Neither King County nor the City of Redmond can provide this protection. The City of Kirkland has the equestrian overlay protection we need. Annexation into the City of Kirkland will help us preserve our neighborhood.

The Bridle View Annexation Committee has been repeatedly told that Kirkland cannot move forward without the City of Redmond's agreement to amend the Proposed Annexation Area removing Bridle View from the comprehensive growth plan. Recently, word was given that "the Redmond staff will process and support at our council a petition request from your neighborhood to initiate the process with Kirkland to revise the potential annexation areas between the two cities only for your neighborhood and solely based on its equestrian nature." (Quoted from an email from Rob Odle, Director, Planning and Community Development, City of Redmond, dated 8/24/2007).

As the first step toward annexation, the residents of Bridle View request the City of Kirkland Mayor and City Council to approve amendment of the Proposed Annexation Area to include the subdivision of Bridle View.

For your reference, you will find attached a copy of the petition to the City of Redmond requesting removal from the PAA. The signatures on this petition show the residents' strong support of becoming part of Kirkland.

Sincerely,
Bridle View Annexation Committee

Irene Carlson
Irene Carlson

Wray Featherstone
Wray Featherstone

Rena Peterson
Rena Peterson

Alice L. Prince
Alice Prince

Enclosures (12)

September 12, 2007

Rena Peterson
6148 133rd AVE NE
Kirkland, WA 98033

Redmond City Council
City of Redmond, 4NEX
PO Box 97010
Redmond, Washington 98073-9710

RE: Petition to request amendment of Proposed Annexation Area

Dear Council Members,

Attached you will find the petition requesting the City of Redmond amend the Proposed Annexation Area so that the neighborhood of Bridle View is no longer included. This is signed by 46 homeowners, representing 86.79% of the neighborhood.

This effort began almost two decades ago by a group of neighbors who realized our neighborhood needed the help of city government to preserve its equestrian nature. As more research was done, it became clear that Redmond does not have the ordinances to protect our horse-keeping capabilities. As the entire Bridle Trails area began to feel the pressure of development and the governments involved developed Comprehensive Growth Plans, the need for our neighborhood to receive protection became more urgent.

Our neighborhood is first and foremost a place for its residents to keep horses with 22 horses in residence. Our proximity to Bridle Trails State Park helps ensure horses will be in Bridle View in the decades to come. Our neighborhood needs the protection of equestrian-specific laws that would be applicable to the size and nature of our lots. Neither King County nor the City of Redmond can provide this protection. The City of Kirkland does have equestrian overlay protection. Annexation into the City of Kirkland will help us preserve our neighborhood.

The signers of the enclosed petition respectfully request the council members approve changing the PAA so that Bridle View is no longer included.

Thank you,
Members of Bridle View Annexation Committee

Irene Carlson

Wray Featherstone

Rena Peterson

Alice Prince

Enclosures (11)

I/We, the undersigned, being the owners of the real property shown on **Exhibit "A" attached hereto**, do hereby petition the City of Redmond to allow a change in the Potential Annexation Area (PAA) such that the Bridle View subdivision is removed from the City of Redmond PAA.
WHEREFORE, the undersigned respectively petition the Honorable Mayor and City Council and ask that appropriate actions be taken to authorize this action.

1. NAME (Print) Frank Anthony Spina SIGNATURE Frank Anthony Spina
ADDRESS 6131 136th Ave NE
DATE Sept 6, 2007

2. NAME (Print) Cheryl A. Shannon SIGNATURE Cheryl A. Shannon
ADDRESS 6330 135th Ave NE Kirkland, WA 98033
DATE Sept 6, 2007

3. NAME (Print) Bettinger SIGNATURE [illegible]
ADDRESS 6331 135th Ave NE Kirkland
DATE Sept 6 — 2007

4. NAME (Print) Burbridge SIGNATURE [illegible]
ADDRESS 6306 135th Ave NE Kirkland, WA 98033
DATE Sept 6, 2007

5. NAME (Print) Rebecca Hastings SIGNATURE Rebecca Hastings
ADDRESS 6113 136th Ave NE Kirkland, WA 98033
DATE Sept 6, 2007

6. NAME (Print) DONALD PRINCE SIGNATURE Donald Prince
ADDRESS 6021-136th Ave NE KIRKLAND, WA 98033
DATE SEPT 6, 2007

7. NAME (Print) JANA M HOBBS SIGNATURE Jana M Hobbs
ADDRESS 13506 NE 66th St KIRKLAND WA 98033
DATE Sept 7 2007

Continued

8. NAME (Print) Pete Hickson SIGNATURE [illegible]
ADDRESS 6636 134th Ave NE
DATE 9-7-2007

9. NAME (Print) Vera Karakash SIGNATURE Vera [illegible]
ADDRESS 6633 134th Ave NE
DATE 9-7-07

10. NAME (Print) Don & Ramona Hamilton SIGNATURE R Hamilton
ADDRESS 13536 NE 66th St Kirkland WA 98033
DATE 9/7/07

11. NAME (Print) Lola Wolf SIGNATURE Lola Wolf
ADDRESS 6340 135 Ave NE
DATE 9-7-2007

12. NAME (Print) Debra Pampiks SIGNATURE Debra Pampiks
ADDRESS 6133-135th Ave NE Kirkland WA 98033
DATE 9-9-07

13. NAME (Print) NONA DHAWAN SIGNATURE Nona Dhawan
ADDRESS 6318 135th Ave NE, KIRKLAND, WA 98033
DATE 9/10/07

14. NAME (Print) KRISTEN BETTY SIGNATURE [illegible]
ADDRESS 6105 136th Ave NE Kirkland WA 98033
DATE 9-11-07

15. NAME (Print) See #16 SIGNATURE
ADDRESS
DATE

16. NAME (Print) PRESIDENT FOR CAMWEST DEVELOPMENT INC SIGNATURE [illegible]
ADDRESS 13516 & 13528 NE 66th STREET KIRKLAND WA
DATE 9/11/07

17. NAME (Print)_____ SIGNATURE _____
ADDRESS _____
DATE_____

18. NAME (Print)_____ SIGNATURE _____
ADDRESS _____
DATE_____

19. NAME (Print)_____ SIGNATURE _____
ADDRESS _____
DATE_____

20. NAME (Print)_____ SIGNATURE _____
ADDRESS _____
DATE_____

21. NAME (Print)_____ SIGNATURE _____
ADDRESS _____
DATE_____

22. NAME (Print)_____ SIGNATURE _____
ADDRESS _____
DATE_____

23. NAME (Print)_____ SIGNATURE _____
ADDRESS _____
DATE_____

24. NAME (Print) Pete Lymberis SIGNATURE
ADDRESS 13220 N.E. 66th STREET
DATE 9-7-07

25. NAME (Print) BILL GINTHER SIGNATURE
ADDRESS 6338 133RD AVE NE
DATE 9-7-7

26. NAME (Print) DELBERT ANDERSON SIGNATURE
ADDRESS 6353 133rd Ave NE KIRKLAND, WA 98033
DATE 9/10/07

27. NAME (Print) David Fulton SIGNATURE
ADDRESS 13230 66th St Kirkland WA 98033
DATE 9/10/2007

28. NAME (Print) DUNCAN Campbell SIGNATURE
ADDRESS 6322 133rd Ave NE KIRKLAND WA 98033
DATE 9/10/2007

29. NAME (Print) SIGNATURE
ADDRESS
DATE

30. NAME (Print) SIGNATURE
ADDRESS
DATE

31. NAME (Print) SIGNATURE
ADDRESS
DATE

OLSON Residence

32. NAME (Print) Janice Clark Nancy Berger SIGNATURE Janice Clark Nancy Berger
(ADDRESS 13513 NE 66TH St, Kirkland, Wa)
DATE 9/8/07

33. NAME (Print) Janice Clark Nancy Berger SIGNATURE Janice Clark Nancy Berger
(ADDRESS 13513 NE 66TH St Kirkland, Wa)
DATE 9/8/07

34. NAME (Print) RICK CARLSON SIGNATURE Rick Carlson
ADDRESS 6350 - 133 AV NE KIRKLAND, WA 98033
DATE 9/8/07

35. NAME (Print) Patricia Elliott SIGNATURE Patricia Elliott
ADDRESS 13207 NW 66th / Kirkland, Wa 98033
DATE 9-8-07

36. NAME (Print) SONJA RUDIE SIGNATURE Sonja Rudie
ADDRESS 13206 NE 66th St. Kirkland, WA. 98033
DATE 9/8/07

37. NAME (Print) Lyle Matznick SIGNATURE Lyle R Matznick
ADDRESS 6627 - 134th Ave NE Kirkland, WA 98033
DATE 09/09/2007

38. NAME (Print) Kimberly Skorupa SIGNATURE Kimberly Skorupa
ADDRESS 6341 133rd Ave NE, Kirkland WA 98033
DATE 09/09/2007

39. NAME (Print) Robert L WELLENER SIGNATURE Robert L Wellener
ADDRESS 6329 133 Ave NE Kirkland WA 98033
DATE 9/9/07

24. NAME (Print) Barbara W. Featherstone SIGNATURE Barbara W. Featherstone
ADDRESS 13330 NE 61st Street, Kirkland, WA 98033
DATE 9-6-2007 Bridle View Block 2, Lot 10

25. NAME (Print) Robert F Woody SIGNATURE Robert F Woody
ADDRESS 6145 - 133rd Ave NE
DATE Sept 6, 2007 Bridle View Block 2, Lot 5

26. NAME (Print) Stanley G. Bakun SIGNATURE Stanley G. Bak
ADDRESS 6108 133rd Ave NE Bridle View Block 2 Lot 9
DATE 9/6/07

27. NAME (Print) [redacted] SIGNATURE Robert Grossrieder
ADDRESS Sept. 6/07
DATE Bridle View Block 6

Robert Grossrieder
6150 - 133rd Ave. NE
Kirkland, WA 98033

28. NAME (Print) William G. Gurrad SIGNATURE William G Gurrad
ADDRESS 13205 NE 61st Street, Kirkland, Wa 98033
DATE 9-6-07 Bridle View Block Lot #1

29. NAME (Print) DOUGLAS G. GAUN SIGNATURE
ADDRESS 13301 NE 61ST ST KIRKLAND, WA 98033
DATE 9-6-07 BRIDLE VIEW, LOT #2

30. NAME (Print) William B. Dolan SIGNATURE
ADDRESS 13333 NE 61st St. Kirkland WA 98033
DATE 9-6-07 Bridle View, Block 2, Lot 4

31. NAME (Print) Carolyn A. Cole SIGNATURE C. A. Cole
ADDRESS 13315 NE 61st Street Kirkland 98003
DATE 9/10/07 Block 2, lot 3

32. NAME (Print) Chris DiJulio Jr. SIGNATURE [illegible]
ADDRESS 13350 NE 61st St. Kirkland, WA 98033
DATE 9/10/07 Block 2 Lot 11

33. NAME (Print)_____ SIGNATURE _____
ADDRESS _____
DATE_____

34. NAME (Print)_____ SIGNATURE _____
ADDRESS _____
DATE_____

35. NAME (Print)_____ SIGNATURE _____
ADDRESS _____
DATE_____

36. NAME (Print)_____ SIGNATURE _____
ADDRESS _____
DATE_____

37. NAME (Print)_____ SIGNATURE _____
ADDRESS _____
DATE_____

39. NAME (Print)_____ SIGNATURE _____
ADDRESS _____
DATE_____

40. NAME (Print)_____ SIGNATURE _____
ADDRESS _____
DATE_____

41. NAME (Print) Jeff Allen SIGNATURE [signature]
ADDRESS 6343 135th Av NE Kirkland 98033
DATE 9-6-07

42. NAME (Print) Sheilagh Conklin SIGNATURE [signature]
ADDRESS 13315 NE 66th St, Kirkland 98033
DATE 9-6-07

43. NAME (Print) Mike Davidson SIGNATURE [signature]
ADDRESS 6602-134th Ave NE Kirkland WA 98033
DATE 9-6-07

44. NAME (Print) Rena Peterson SIGNATURE [signature]
ADDRESS 6148-133rd AVE NE, Kirkland, WA 98033
DATE 9-6-2007

45. NAME (Print) Sandra Williams SIGNATURE [signature]
ADDRESS 6134 133rd Avenue NE Kirkland, WA 98033
DATE 9-7-2007

46. NAME (Print) _____ SIGNATURE _____
ADDRESS _____
DATE _____

47. NAME (Print) _____ SIGNATURE _____
ADDRESS _____
DATE _____

48. NAME (Print) _____ SIGNATURE _____
ADDRESS _____
DATE _____

64. NAME (Print) DEBBIE TOTT SIGNATURE [signature]
ADDRESS 6313 - 135th AVE NE, KIRKLAND, WA 98033
DATE 9-8-07

65. NAME (Print) _____ SIGNATURE _____
ADDRESS _____
DATE _____

66. NAME (Print) _____ SIGNATURE _____
ADDRESS _____
DATE _____

67. NAME (Print) _____ SIGNATURE _____
ADDRESS _____
DATE _____

68. NAME (Print) _____ SIGNATURE _____
ADDRESS _____
DATE _____

69. NAME (Print) _____ SIGNATURE _____
ADDRESS _____
DATE _____

70. NAME (Print) _____ SIGNATURE _____
ADDRESS _____
DATE _____

71. NAME (Print) _____ SIGNATURE _____
ADDRESS _____
DATE _____

40. NAME (Print) Valerie Winslow SIGNATURE Valerie Winslow
ADDRESS 13533 NE 66th St, Kirkland, WA 98033
DATE 9/11/07 4/7

41. NAME (Print) Doug Roselle SIGNATURE
ADDRESS 6125 133RD AVE NE Kirkland WA. 98033
DATE 9-11-07 Bridleview Block 1 LOT 3

42. NAME (Print) _____ SIGNATURE _____
ADDRESS _____
DATE _____

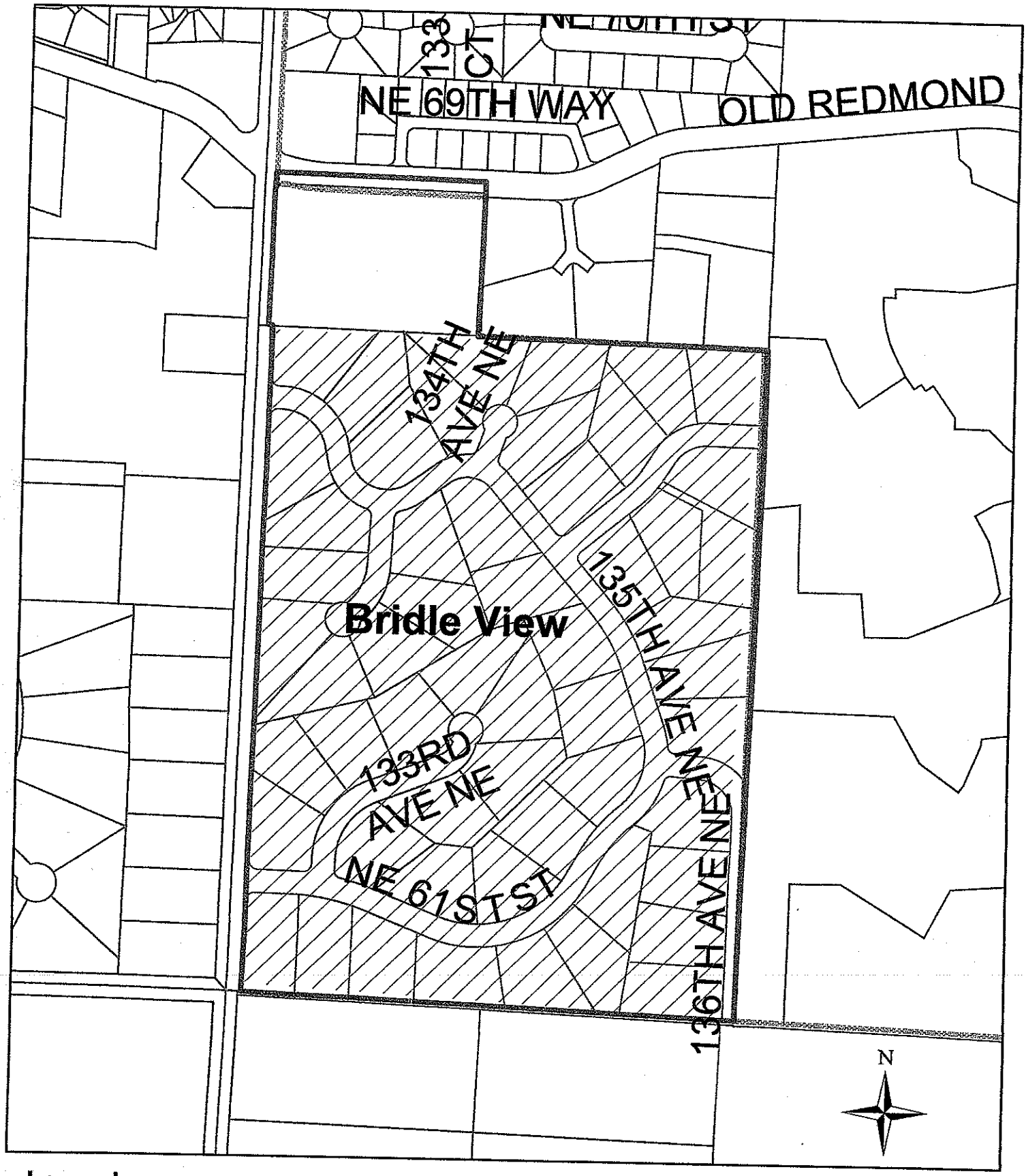
43. NAME (Print) _____ SIGNATURE _____
ADDRESS _____
DATE _____

44. NAME (Print) _____ SIGNATURE _____
ADDRESS _____
DATE _____

45. NAME (Print) _____ SIGNATURE _____
ADDRESS _____
DATE _____

46. NAME (Print) _____ SIGNATURE _____
ADDRESS _____
DATE _____

47. NAME (Print) _____ SIGNATURE _____
ADDRESS _____
DATE _____



Legend

Potential Annexation Area

City Limit

ATTACHMENT A

RESOLUTION NO. _____

A RESOLUTION OF THE CITY OF REDMOND, WASHINGTON, RESOLVING TO ADJUST THE POTENTIAL ANNEXATION AREA BOUNDARY LINE BETWEEN THE CITY OF REDMOND AND THE CITY OF KIRKLAND.

WHEREAS, on September 14, 2007 the City of Redmond received a petition requesting a change in the Potential Annexation Area (PAA) boundary from a majority of the homeowners in the Bridle View subdivision; and

WHEREAS, Kirkland had purchased a lot north of the Bridle View neighborhood for future use as a park which logically should be included in this change; and

WHEREAS, the City of Redmond has analyzed the effects of the change and finds no detrimental effect on utility provision, transportation, or the neighborhood in moving the PAA; and

WHEREAS, the equestrian nature of this area matches Kirkland's equestrian area; and

WHEREAS, Redmond's Municipal Code is incompatible with equestrian uses on small lots while Kirkland has regulations in place for such equestrian uses.

WHEREAS, Redmond realizes that this area will seek annexation as soon as possible after the appropriate actions are taken by both municipalities to allow annexation to Kirkland.

THE CITY COUNCIL OF THE CITY OF REDMOND, WASHINGTON, DO RESOLVE AS FOLLOWS:

Section 1. PAA Boundary Change. Change the PAA boundary as reflected in Exhibit 1 to this resolution subject to mutual agreement by the City of Kirkland, amend the

Redmond Comprehensive Plan, and amend the Potential Annexation Area map in the King County Countywide Planning Policies.

RESOLVED THIS _____ day of _____ 2007.

CITY OF REDMOND

_____
ROSEMARIE IVES, MAYOR

ATTEST/AUTHENTICATED:

_____
MALISA FILES, CITY CLERK

FILED WITH THE CITY CLERK:
PASSED BY THE CITY COUNCIL:
SIGNED BY THE MAYOR:
EFFECTIVE DATE:
ORDINANCE NO._____

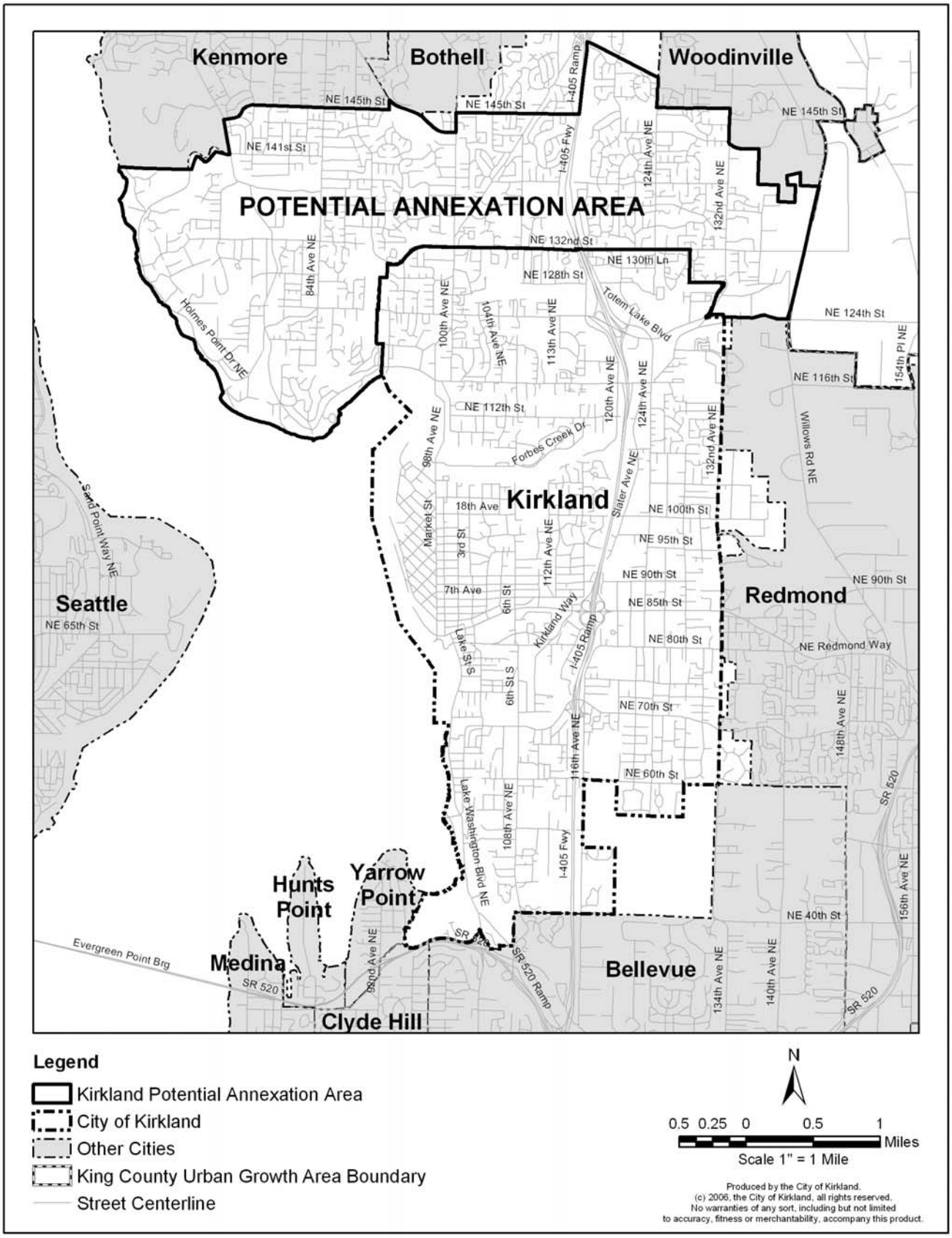


Figure I-2: City of Kirkland Planning Area