

ATTACHMENT 11
KIRKLAND SMP UPDATE
Public Participation Log

Format	Date	Kirkland Representative	Other Party	Summary of Content
Email	08/16/06	Linh Huynh, Undergraduate Planning Intern	Masterbuilders Association: Don Davis (Director of Government Affairs), Tim Attebery (King County Manager), Garrett Huffman (South King County Manager), Allison Butcher (Public Policy Manager), Scott Hildebrand (Director of Public Policy), Aaron Adelstein (Director of Built Green TM), Amanda Reed (Built Green TM Coordinator)	Sent message to the Masterbuilders Association informing them about the upcoming Shoreline Master Program Update process in Kirkland and whether they are interested in being added to the listserv to receive more information.
Email	08/16/06	Linh Huynh, Undergraduate Planning Intern	Jim McElwee, Director of the Kirkland Alliance of Neighborhoods)	Sent e-mail to the Jim informing him about the upcoming Shoreline Master Program Update process in Kirkland and whether he is interested in being added to the listserv to receive more information.
Email	08/16/06	Linh Huynh, Undergraduate Planning Intern	Teresa Sollitto, Park Project Coordinator for Juanita Bay Rangers	Sent e-mail to the Teresa informing her about the upcoming Shoreline Master Program Update process in Kirkland and whether she is interested in being added to the listserv to receive more information.
Email	08/16/06	Linh Huynh, Undergraduate Planning Intern	Kirkland Chamber of Commerce: Bill Vadino (Executive Director), Judi Meek (Operations and Member Services Manager), Mary Ously (Administrative Assistant)	Sent e-mail to the Kirkland Chamber of Commerce informing them about the upcoming Shoreline Master Program Update process in Kirkland and whether they are interested in being added to the listserv to receive more information.
Email	08/16/06	Linh Huynh, Undergraduate Planning Intern	Kirkland Downtown Association: Dick Beazell (Executive Director) and Kellie Jordan (Executive Assistant)	Sent e-mail to the Kirkland Downtown Association informing them about the upcoming Shoreline Master Program Update process in Kirkland and whether they are interested in being added to the listserv to receive more information.
Email	08/16/06	Linh Huynh, Undergraduate Planning Intern	Kirkland City Council Members: Dave Asher, Mary-Alyce Burleigh, Jessica Greenway, Tom Hodgson, Bob Sternoff and James Lauinger (Mayor of Kirkland)	Sent e-mail to the Kirkland City Council informing them about the upcoming Shoreline Master Program Update process in Kirkland and whether they are interested in being added to the listserv to receive more information.
Email	08/16/06	Linh Huynh, Undergraduate Planning Intern	Tom Hodgson, Kirkland City Council Member	Received response from Tom confirming interest in being listed on the listserv.

ATTACHMENT 11
KIRKLAND SMP UPDATE
Public Participation Log

		Intern		
Email	08/16/06	Linh Huynh, Undergraduate Planning Intern	Mary-Alyce Burleigh, Kirkland City Council Member	Received response from Mary-Alyce confirming interest in being added to the SMP listserv.
Email	08/16/06	Linh Huynh, Undergraduate Planning Intern	Kathy Nygard, Representative for the Kirkland Parks and Recreation Division	Sent e-mail to the Kathy informing her about the upcoming Shoreline Master Program Update process in Kirkland and whether she is interested in being added to the listserv to receive more information.
Email	08/16/06	Linh Huynh, Undergraduate Planning Intern	Jane Hague, Councilmember District 6 (representing Kirkland)	Sent e-mail to Jane informing her about the upcoming SMP Update process in Kirkland and whether she is interested in being added to the listserv to receive more information.
Email	08/16/06	Linh Huynh, Undergraduate Planning Intern	Toby Nixon, Washington State Legislator (representing Kirkland)	Sent e-mail to Toby Nixon (Washington State Legislator representing Kirkland) informing him about the upcoming SMP Update process in Kirkland and whether he is interested in being added to the listserv to receive more information.
Email	08/16/06	Linh Huynh, Undergraduate Planning Intern	Joe Burcar, Washington Department of Ecology	Sent e-mail to Joe informing him about the upcoming Shoreline Master Program Update process in Kirkland and whether he is interested in being added to the listserv to receive more information.
Email	08/16/06	Linh Huynh, Undergraduate Planning Intern	King Conservation District: Geoff Reed (District Co-Coordinator, Board Administration Lead & Watershed Projects), Brandy Reed (District Co-Coordinator, Noncompetitive Grants, Watershed Projects, Native Plant Nursery Lead), Debbie Meisinger (Watershed Projects), Roseanne Campagna (Newsletter, Public Information, Envirothon), Pete Landry (District Engineered Project), Paul Borne (Small Farm Planner)	Sent e-mail to King Conservation District informing them about the upcoming Shoreline Master Program Update process in Kirkland and whether they are interested in being added to the listserv to receive more information.
Email	08/16/06	Linh Huynh, Undergraduate Planning Intern	Teresa Sollitto, Park Project Coordinator for Juanita Bay Rangers	Received response from Teresa informing the Planning Dept. that she forwarded the information to all volunteer Rangers as well as members of the East Lake Washington Audubon Society.
Email	08/16/06	Linh Huynh, Undergraduate Planning Intern	Joe Burcar, Washington Department of Ecology	Received response from Joe Burcar confirming his interest into being added to the SMP listserv.

ATTACHMENT 11
KIRKLAND SMP UPDATE
Public Participation Log

Email	08/16/06	Linh Huynh, Undergraduate Planning Intern	Karen Walters, Representative of the Muckleshoot Indian Tribe	Sent e-mail to Karen informing her about the upcoming Shoreline Master Program Update process in Kirkland and whether any tribe members are interested in being added to the listserv to receive more information.
Email	08/16/06	Linh Huynh, Undergraduate Planning Intern	Washpirg	Sent message informing Washpirg about the upcoming Shoreline Master Program Update process in Kirkland and whether they are interested in being added to the listserv to receive more information.
Email	08/16/06	Linh Huynh, Undergraduate Planning Intern	Eastside Friends of Lake Washington	Sent message informing them about the upcoming Shoreline Master Program Update process in Kirkland and whether they are interested in being added to the listserv to receive more information.
Email	08/16/06	Linh Huynh, Undergraduate Planning Intern	Friends of the Cedar River Watershed	Sent e-mail to Friends of Cedar River Watershed informing them about the upcoming Shoreline Master Program Update process and whether they are interested in being added to the listserv.
Email	08/16/06	Linh Huynh, Undergraduate Planning Intern	Rebecca Phelps, Center for Environmental Law and Policy (CELP)	Sent message to CELP informing them about the upcoming Shoreline Master Program Update process and whether they are interested in being added to the listserv.
Email	08/16/06	Linh Huynh, Undergraduate Planning Intern	Joe Burcar, Washington Department of Ecology	Asked Joe (via e-mail) whether he knew of any other stakeholders that may prove relevant or interested in the SMP update.
Email	08/16/06	Linh Huynh, Undergraduate Planning Intern	Lisa McConnell, Chair of the Central Houghton Neighborhood Association	Sent e-mail to the Central Houghton Neighborhood Association informing them about the upcoming Shoreline Master Program Update process and whether they are interested in being added to the listserv.
Email	08/16/06	Linh Huynh, Undergraduate Planning Intern	Annemieke Hagman, Chair of the Everest Neighborhood Association	Sent e-mail to the Everest Neighborhood Association informing them about the upcoming Shoreline Master Program Update process and whether they are interested in being added to the listserv.
Email	08/16/06	Linh Huynh, Undergraduate Planning Intern	Marianna Hanefield, Chair of the Juanita Neighborhood Association	Sent e-mail to the Juanita Neighborhood Association informing them about the upcoming Shoreline Master Program Update process and

ATTACHMENT 11
KIRKLAND SMP UPDATE
Public Participation Log

				whether they are interested in being added to the listserv.
Email	08/16/06	Linh Huynh, Undergraduate Planning Intern	Highlands Neighborhood Association: Bob Kamuda (Chair) and Steve Hager (Co-Chair)	Sent e-mail to the Highlands Neighborhood Council informing them about the upcoming Shoreline Master Program Update process and whether they are interested in being added to the listserv.
Email	08/16/06	Linh Huynh, Undergraduate Planning Intern	Lakeview Neighborhood Association: Paul Robichaux (Chair) and Robert Miller (Co-Chair)	Sent e-mail to the Lakeview Neighborhood Association informing them about the upcoming Shoreline Master Program Update process and whether they are interested in being added to the listserv.
Email	08/16/06	Linh Huynh, Undergraduate Planning Intern	Moss Bay Neighborhood Association: Don Winters (Chair) and Mark Eliassen (Co-chair)	Sent e-mail to the Moss Bay Neighborhood Association informing them about the upcoming Shoreline Master Program Update process and whether they are interested in being added to the listserv.
Email	08/16/06	Linh Huynh, Undergraduate Planning Intern	Loren Spurgeon, Chair of Market Neighborhood Association	Sent e-mail to the Market Neighborhood Association informing them about the upcoming Shoreline Master Program Update process and whether they are interested in being added to the listserv.
Email	08/16/06	Linh Huynh, Undergraduate Planning Intern	Norkirk Neighborhood Association: Eric Eng (Chair) and Mary Redmayne (Co-Chair)	Sent e-mail to the Norkirk Neighborhood Association informing them about the upcoming Shoreline Master Program Update process and whether they are interested in being added to the listserv.
Email	08/16/06	Linh Huynh, Undergraduate Planning Intern	Margaret Carnegie, Chair of North Rose Hill Neighborhood Association	Sent e-mail to the North Rose Hill Neighborhood Association informing them about the upcoming Shoreline Master Program Update process and whether they are interested in being added to the listserv.
Email	08/16/06	Linh Huynh, Undergraduate Planning Intern	South Rose Hill/Bridle Trails Neighborhood Association: Jeanette Simecek (Chair) and Andy Held (Co-Chair)	Sent e-mail to the South Rose Hill/Bridle Trails Neighborhood Association informing them about the upcoming Shoreline Master Program Update process and whether they are interested in being added to the listserv.
Email	08/16/06	Linh Huynh, Undergraduate Planning	Tim Attebery, King County Manager (Masterbuilders Association)	Received response from Tim confirming that he is the representative SMP contact for the

ATTACHMENT 11
KIRKLAND SMP UPDATE
Public Participation Log

		Intern		Masterbuilders Association.
Email	08/16/06	Linh Huynh, Undergraduate Planning Intern	Lynda Haneman, Chair of the Totem Lake Neighborhood Association	Sent e-mail to the Totem Lake Neighborhood Association informing them about the upcoming Shoreline Master Program Update process and whether they are interested in being added to the listserv.
Email	08/16/06	Linh Huynh, Undergraduate Planning Intern	Jeanette Simecek, Chair of South Rose Hill/Bridle Trails Neighborhood Association	Received response from Jeanette confirming interest in being listed on the listserv.
Email	08/16/06	Linh Huynh, Undergraduate Planning Intern	Rebecca Phelps, Center for Environmental Law and Policy (CELP)	Received response form Rebeccaconfirming interest in being listed on the listserv.
Email	08/16/06	Linh Huynh, Undergraduate Planning Intern	Lynda Haneman, Chair of Totem Lake Neighborhood Association	Received response from Lynda expressing that she is unable to participate but has forwarded the message to all fellow board members.
Email	08/16/06	Linh Huynh, Undergraduate Planning Intern	Mary Redmayn, Co-Chair of Norkirk Neighborhood Association	Received response from Mary confirming interest in being listed on the listserv.
Email	08/17/06	Linh Huynh, Undergraduate Planning Intern	Toby Nixon, Washington State Legislature representing Kirkland	Received response from Toby confirming his interest in being listed on the listserv.
Email	08/17/06	Linh Huynh, Undergraduate Planning Intern	Patrick Williams, Center for Environmental Law and Policy (CELP)	Received response from Patrick Williams (CELP) confirming interest in being listed on the listserv— as of the rest of the organization by e-mailing messages directly to info@celp.org
Email	08/17/06	Linh Huynh, Undergraduate Planning Intern	Jim McElwee, Chair of Kirkland Alliance of Neighborhoods	Received response from Jim confirming interest in being listed on the listserv.
Email	08/17/06	Linh Huynh, Undergraduate Planning Intern	Jim McElwee, Chair of Kirkland Alliance of Neighborhoods	Jim McElwee forwarded SMP message to all neighborhood associations in Kirkland.
Email	08/17/06	Linh Huynh, Undergraduate Planning Intern	Eric Eng, Chair of Norkirk Neighborhood Association	Received response from Eric confirming interest in being listed on the listserv.
Email	08/18/06	Linh Huynh, Undergraduate Planning Intern	Karen Walters, Representative of the Muckleshoot Indian Tribe	Received response from Karen confirming interest in being listed on the listserv

ATTACHMENT 11
KIRKLAND SMP UPDATE
Public Participation Log

Email	08/18/06	Linh Huynh, Undergraduate Planning Intern	Kathy Nygard, Representative for the Kirkland Parks and Recreation Division	Received response from Kathy Nygard (King County Parks Department) confirming interest in being listed on the listserv. Informed that messages should be sent to Sharon Claussen at Sharon.claussen@metrokc.gov
Email	08/18/06	Linh Huynh, Undergraduate Planning Intern	Greg Butler, Chair of Juanita Neighborhood Association	Received response from Greg confirming interest in being listed on the listserv.
Email	08/22/06	Linh Huynh, Undergraduate Planning Intern	Don Winters, Chair of Moss Bay Neighborhood Association	Received response from Don confirming interest in being listed on the listserv.
Email, mail, public notice sign, and television	9/1/2006			Introductory flyer was extensively posted, emailed, mailed, and televised beginning on September 1, 2006
Public Comment Period	9/1/06- 10/15/06			An opportunity for public comment on the draft shoreline inventory, characterization, and analysis was held September 1 – October 15, 2006. The draft was presented at the forums and the comment opportunity was widely advertised via mail, email, newspaper, TV, and posting on prominent public signs and at City facilities as well as on the City's Shoreline Master Program Update webpage
Email	09/05/06	Patrice Tovar, Project Manager & Linh Huynh, Undergraduate Planning Intern	n/a	Request to add Kate Conant, Sharon Rodman, and Margaret Schwender to the SMP contact database.
Email	09/05/06	Patrice Tovar, Project Manager & Linh Huynh, Undergraduate Planning Intern	n/a	Request to add contacts for Shoreline Property Owners and Contractors Association (SPOCA) to the SMP contact list/database.
Email	09/05/06	Patrice Tovar, Project Manager & Linh Huynh, Undergraduate Planning Intern	n/a	Informed Patrice that all suggested contacts and all those pertaining to the state and federal agencies required by the DOE have been added to SMP database. E-mails will be sent out today.
Email	09/06/06	Patrice Tovar, Project		Informed Patrice that all contact information for

ATTACHMENT 11
KIRKLAND SMP UPDATE
Public Participation Log

		Manager & Linh Huynh, Undergraduate Planning Intern	n/a	property owners within SMP jurisdiction have been compiled. Sent final electronic copy of SMP poster.
Email	09/06/06	Patrice Tovar, Project Manager & Linh Huynh, Undergraduate Planning Intern	n/a	Began forwarding Patrice all the SMP replies (from stakeholders) received.
Email	09/06/06	Patrice Tovar, Project Manager & Linh Huynh, Undergraduate Planning Intern	n/a	Response to listserv question. Emails will have to be sent out requesting individuals to sign onto the listserv.
Email	09/07/06	Patrice Tovar, Project Manager & Linh Huynh, Undergraduate Planning Intern	n/a	Received contact information for Amy Myers, Sandra Lange, Betty Renkor, Sally Abella, Harry Reinert, Mary Jorgensen, and Richard Sandaas
Email	09/06/06	Linh Huynh, Undergraduate Planning Intern & Janet Jonson, Executive Assistant (City Manager's Office)	n/a	Request contact information for Dave Russell and Nona Ganz (former Kirkland Council Members)
Email	09/07/06	Linh Huynh, Undergraduate Planning Intern	Contacts for all Neighborhood Association Chair Members in Kirkland: Lisa McConnell, Annemieke Hagman, Bob Kamuda, Steve Hager, Marianna Hanefield, Paul Robichaux, Robert Miller, Loren Spurgeon, Don Winters, Mark Eliassen, Eric Eng, Mary Redmayne, Margaret Canegie, Jeanette Simecek, Andy Held, Lynda Haneman, and Dick Sandaas	Sent most recent SMP Update message
Email	09/07/06	Linh Huynh, Undergraduate Planning Intern	Jim McElwee. Kirkland Alliance of Neighborhoods	Sent most recent SMP Update message
Email	09/07/06	Linh Huynh, Undergraduate Planning Intern	Kirkland Natural Resource Management Team: Patrice Tovar, Paul Stewart, Debbie Natelson, Erica Hall, Linh Huynh, Janet Jonson, Sally Abella, Harry Reinert, Michael Cogel, Vandana Ingram-Lock, Jenny Gaus, Erin Leonhart, Jason Filan, Wendy Kremer, Elizabeth Walker, Bobbi Wallace (see e-mail or contact list)	Sent most recent SMP Update message
Email	09/07/06	Linh Huynh, Undergraduate Planning	Teresa Sollitto, Park Project Coordinator for Juanita Bay Rangers	Sent most recent SMP Update message

ATTACHMENT 11
KIRKLAND SMP UPDATE
Public Participation Log

		Intern		
Email	09/07/06	Linh Huynh, Undergraduate Planning Intern	Masterbuilders Association: Don Davis (Director of Government Affairs), Tim Attebery (King County Manager), Garrett Huffman (South King County Manager), Allison Butcher (Public Policy Manager), Scott Hildebrand (Director of Public Policy), Aaron Adelstein (Director of Built Green TM), Amanda Reed (Built Green TM Coordinator)	Sent most recent SMP Update message
Email	09/07/06	Linh Huynh, Undergraduate Planning Intern	Kirkland Downtown Association: Bill Vadino (Executive Director), Judi Meek (Operations and Member Services Manager), and Mary Ously (Administrative Assistant) Kirkland Chamber of Commerce: Dick Beazell (Executive Director) and Kellie Jordan (Executive Assistant)	Sent most recent SMP Update message
Email	09/07/06	Linh Huynh, Undergraduate Planning Intern	Downtown Action Team: Boris Srdar, Glenn Peterson, Sinclair Jones, Carolyn Hayek and Doug Davis	Sent most recent SMP Update message
Email	09/07/06	Linh Huynh, Undergraduate Planning Intern	Kirkland City Council: James Lauinger (City of Kirkland Mayor), Dave Asher, Mary-Alyce Burleigh, Jessica greenway, Tom Hodgson, Bob Sternoff King County Parks System: Kathy Nygard Houghton Community Council: Betsy Pringle and Rick Whitney. Bill Goggins	Sent most recent SMP Update message NOTE: Patrice later identified that the contacts listed under the Kirkland City Council and Houghton Community Council was incomplete on 09/28/06. At this point, the missing council members were immediately added to the list and an apology message sent out.
Email	09/07/06	Linh Huynh, Undergraduate Planning Intern	Toby Nixon, Washington State Legislature representing Kirkland	Sent most recent SMP Update message
Email	09/07/06	Linh Huynh, Undergraduate Planning Intern	Jane Hague, King County Councilmember District 6	Sent most recent SMP Update message
Email	09/07/06	Linh Huynh, Undergraduate Planning Intern	Directors of City of Kirkland Departments: Dave Ramsey (City Manager's Office), Stan Aston (Police Department), Robin Jenkinson (City's Attorney Office), Jennifer Schroder (Parks and Community Services),	Sent most recent SMP Update message

ATTACHMENT 11
KIRKLAND SMP UPDATE
Public Participation Log

			Brenda Cooper (Information Technology), Jeff Blake (Fire and Building Department), and Eric Shields (Planning and Community Development)	
Email	09/07/06	Linh Huynh, Undergraduate Planning Intern	King County Staff with interest in Kirkland's Potential Annexation Area: Stephanie Warden (Director of Dept. of Development and Environmental Services), Pat Lemus (Assistant Director of the Community Services Division), Barry Meade (Vice President and Manager of the Cascade Gateway Foundation. Cadman Inc.), Ron Sims (Cascade Gateway Foundation King County Executive), Carolyn Edmonds (King County Council District 1), Bob Ferguson (King County District 2 Council), Kathy Lambert (King County District 3), Larry Phillips (King County Council District 4), Reagan Dunn (King County Council District 6), Pete von Reichbauer (King County District Council District 7), Dow Constantine (King County Council District 8), and Larry Gossett (King County Council District 10). Steve Hammond, David Irons and Julia Peterson	Sent most recent SMP Update message
Email	09/07/06	Linh Huynh, Undergraduate Planning Intern	Neighboring Cities and All Jurisdictions with Lake Washington Shoreline: Steve Sarkozy (City of Bellevue City Manager's Office), May Icasiano (City of Bellevue City Manager's Office), Service First (City of Bellevue Parks and Community Services), Bobbi Pochman (City of Bellevue Planning and Community Development)	Sent most recent SMP Update message
Email	09/07/06	Linh Huynh, Undergraduate Planning Intern	Heidi Bedwell (City of Bellevue Environmental Team) Neighboring Cities and All Jurisdictions with Lake Washington Shoreline: Drew Folsom (City of Bellevue Environmental Team), Kerry Kriner (City of Bellevue Environmental Team), Mary Jo McArdle (City of Bellevue Environmental Team), Morgan Nichols (City of Bellevue Environmental Team), Michael Paine (City of Bellevue Environmental Team), Bryan Cairns (Mayor of City of Mercer Island), Sven Goldmanis (Mercer Island Council Member), Mike Grady (Mercer Island Council Member), and Dan Grausz (Mercer Island Council Member)	Sent most recent SMP Update message
Email	09/07/06	Linh Huynh, Undergraduate Planning	Heidi Bedwell, City of Bellevue Environmental Team	Sent most recent SMP Update message

ATTACHMENT 11
KIRKLAND SMP UPDATE
Public Participation Log

		Intern		
Email	09/07/06	Linh Huynh, Undergraduate Planning Intern	Morgan Nichols, City of Bellevue Environmental Team	Sent most recent SMP Update message
Email	09/07/06	Linh Huynh, Undergraduate Planning Intern	Neighboring Cities and All Jurisdictions with Lake Washington Shoreline: El Jahncke (Mercer Island Council Member), Steve Litzow (Mercer Island Council Member), Jim Pearman (Mercer Island Council Member), City of Mercer Island Parks and Recreation, Community Center at Mercer View, Steve Bennett (Planning Director of City of Lake Forest Park), Shana Restall (City of Lake Forest Park)	Sent most recent SMP Update message
Email	09/07/06	Linh Huynh, Undergraduate Planning Intern	State and Federal Agencies: Mark Isaacson (Director for King county Department of Natural Resources and Land Resources Division), Lani Moeller (Confidential Secretary for King County Department of Natural Resources and Land Resources Divison), Lorien Wendt (EPA Region 10 Support Team), Charles Bert (EPA Region 10 Support Team), Billy Butler (EPA Region 10 Support Team), Tom Sibley (National Marine Fisheries Service), Marcy Reed (U.S. Army Corps or Engineers), Craig Calhoon (Washington Department of Natural Resources, Aquatic Lands and Resources Program), Boyd Powers (Washington State Department of Natural Resources), Hugo Flores (Washington State Department of Natural Resources) Chris Regan (Washington State Parks and Recreation Commission), Don Kraege (Washington Department of Fish and Wildlife), Stewart Reinbold (Washington Department of Fish and Wildlife), Doug Myers (Puget Sound Water Quality Action Team), Jane Rubey (Shorelines/Water Resources Program), Kitty Nelson (National Oceanic & Atmosphere Administration NOAA), Peter Skowlund (Washington Department of Ecology), Richard Robohm (Washington Department of Ecology), Rebekah Padgett (Washington Department of Ecology), Erik Stockdale (Washington Department of Ecology)	Sent most recent SMP Update message
Email	09/07/06	Linh Huynh,	State and Federal Agencies: Chuck Steele	Sent most recent SMP Update message

ATTACHMENT 11
KIRKLAND SMP UPDATE
Public Participation Log

		Undergraduate Planning Intern	(Washington Department of Ecology), Betty Renkor (Washington Department of Ecology), Rich Costello (Washington Department of Fish & Wildlife), Mark Eberlein (Federal Emergency Management Agency FEMA), Joseph Weber (Federal Emergency Management Agency (FEMA), Mark Carey Denise Atkinson (Federal Emergency Management Agency FEMA), Mark Riebau (Federal Emergency Management Agency FEMA), Mike Howard (Federal Emergency Management Agency FEMA)	
Email	09/07/06	Linh Huynh, Undergraduate Planning Intern	State and Federal Agencies: Lyman Thorsteinson (Western Fisheries Research Center WFRC), David Woodson (Western Fisheries Research Center WFRC), John Vaccaro (USGS Washington Water Science Center), Sandra Lange (NWRO Shoreline Planning, Permitting & Compliance/WSDOT Project)	Sent most recent SMP Update message
Email	09/07/06	Linh Huynh, Undergraduate Planning Intern	King Conservation District: Geoff Reed (District Co-Coordinator, Board Administration Lead & Watershed Projects), Brandy Reed (District Co-Coordinator, Noncompetitive Grants, Watershed Projects, Nativite Plant Nursery Lead), Debbie Meisinger (Watershed Projects), Roseanne Campagna (Newsletter, Public Information, Envirothon), Pete Landry (District Engineered Project), Paul Borne (Small Farm Planner)	Sent most recent SMP Update message
Email	09/07/06	Linh Huynh, Undergraduate Planning Intern	Shoreline Property Owners & Contractors Association (SPOCA): Mark B. Nelson and Kjris Lund (Executive Director)	Sent most recent SMP Update message
Email	09/07/06	Linh Huynh, Undergraduate Planning Intern	Indian Tribes: Karen Walter (Muckleshoot Indian Tribe) Kathleen Cox (FEMA Tribal Contact) Andrew Hendrickson (FEMA Alaska, Idaho, Oregon & Washington Tribal Contact)	Sent most recent SMP Update message
Email	09/07/06	Linh Huynh, Undergraduate Planning Intern	WRIA 8 (Lake Washington/Cedar/Sammamish Watershed): Mary Jorgensen (Watershed Coordinator), Julie Morgan, Linda Grob (Administrative Coordinator)	Sent most recent SMP Update message
Email	09/07/06	Linh Huynh, Undergraduate Planning Intern	East Lake Washington Audubon Society: Christy Anderson, (President), Mary-Frances Mathis (Birding Chair), Tim McGruder (Conservation Chair), Mary Britto-	Sent most recent SMP Update message

ATTACHMENT 11
KIRKLAND SMP UPDATE
Public Participation Log

			Simmons (Education Chair), and Kate Conant	
Email	09/07/06	Patrice Tovar, Project Manager & Linh Huynh, Undergraduate Planning Intern	Karen Walter , Muckleshoot Indian Tribe	Received question on Commenting Deadline for Shoreline Inventory Report
Email	09/07/06	Linh Huynh, Undergraduate Planning Intern	Other Environmental Groups or Companies: Len Barson (The Nature Conservancy of Washington), Joe La Tourrette (Pacific Coast Joint Venture), John Arrabito (Washington Waterfowl Association), Michelle Connor (Cascade Land Conservancy) Si Simenstad (University of Washington School of Aquatic & Fishery Sceinces), WASHpirg, Eastside Friends of Lake Washington, Friends of the Cedar River Watershed	Sent most recent SMP Update message
Email	09/07/06	Linh Huynh, Undergraduate Planning Intern	Mid Puget Sound Fisheries Enhancement Group: Troy Fields (Executive Director), Andrew Pavone (Project Manager), Nathalie Stamey (Outreach & Volunteer Coordinator)	Sent most recent SMP Update message
Email	09/07/06	Linh Huynh, Undergraduate Planning Intern	Other Environmental Groups or Companies: Rebecca Phelps (Center for Environmental Law and Policy CELP), Sharon Rodman (iLANGA Inc. Environmental Coordination & Documentation), Amy Myers (The Watershed Company)	Sent most recent SMP Update message
Email	09/07/06	Linh Huynh, Undergraduate Planning Intern	Tim Attebery, King County Manager of Masterbuilders Association	Tim will serve as the main correspondent or representative of the Masterbuilders Association regarding any news on the SMP
Email	09/07/06	Linh Huynh, Undergraduate Planning Intern	Dave Russell and Nona Ganz (Past City of Kirkland Council Members)	Sent most recent SMP Update message
Email	09/07/06	Linh Huynh, Undergraduate Planning Intern	Andrew Hendrickson	Andrew shared SMP update message with his office
Email	09/07/06	Linh Huynh, Undergraduate Planning Intern	David Woodson, Western Fisheries Research Center (WFRC)	Out of Office Reply
Email	09/07/06	Patrice Tovar, Project Manager & Linh Huynh,	n/a	Sent draft copy of SMP letter/flier to Patrice

ATTACHMENT 11
KIRKLAND SMP UPDATE
Public Participation Log

		Undergraduate Planning Intern		
Email	09/07/06	Patrice Tovar, Project Manager & Linh Huynh, Undergraduate Planning Intern	n/a	Request to add Barbara McGrath (contact for Denny Creek Neighborhood Alliance in annexation area) to database
Email	09/07/06	Linh Huynh, Undergraduate Planning Intern	Barbara McGrath, Denny Creek Neighborhood Alliance in Annexation Area	Sent most recent SMP Update message
Email	09/07/06	Patrice Tovar, Project Manager & Linh Huynh, Undergraduate Planning Intern	n/a	Request to add Shelley Taylor (Carillon Properties) to database.
Email	09/07/06	Linh Huynh, Undergraduate Planning Intern	Shelley Taylor, Carillon Properties	Sent most recent SMP Update message
	09/07/06	Linh Huynh (Undergraduate Planning Intern)	n/a	Posted all SMP public notice posters onto the signs.
Email	09/08/06	Linh Huynh (Undergraduate Planning Intern), Caryn Saban (Administrative Clerk), Theresa Stricker (Planning Receptionist), and Betty Kalan (Planning Department "On Call")	n/a	Prior notification on bulk mailing for more than 600 SMP letters
Mailing	9/06			Bulk mailing to all property owners and residents within shoreline jurisdiction
Public Notice Signs	09/10/06	Linh Huynh (Undergraduate Planning Intern)	n/a	Stapled envelop SMP flyers to each public notice sign.
Email	09/13/06	Patrice Tovar, Project Manager & Linh Huynh, Undergraduate Planning Intern	n/a	Informed Patrice hard copies have been mailed out on 09/12/06

ATTACHMENT 11
KIRKLAND SMP UPDATE
Public Participation Log

Email	09/15/06	Linh Huynh, Undergraduate Planning Intern	Washington State Department of Ecology: Peter Skowlund, Richard Robohm, Rebekah Padgett, Erik Stockdale, Chuck Steele, Betty Renkor	Questioned whether DOE's list of required state and federal agencies online is the most recent list. Inquired if current Kirkland list of state and federal agencies meets all of the requirements.
Public Forum	9/18/2006			Public forums to: <ul style="list-style-type: none"> ▪ Inform interested parties about why the update is required, what is needed, and what issues may be addressed. ▪ Find out what issues are of greatest interest and concern to the stakeholders and, therefore, should be included in the project. ▪ Identify the City's and stakeholders' common interests in protecting the City's waterfront.
Public Notice Signs	09/21/06	Linh Huynh (Undergraduate Planning Intern),	n/a	Posted SMP poster and enveloped flyers onto the 2 new SMP public notice signs. Refilled all empty envelopments (on existing signs) with additional flyers.
Email	09/26/06	Patrice Tovar, Project Manager & Linh Huynh, Undergraduate Planning Intern	n/a	Request to add a comments column to the contact list as well as two additional individuals: Harold Forsen (President of Yarrow Shores Condominium Association) and residents Jack and Shaune Troutman
Public Forum and Shoreline Tour	9/30/06	Patrice Tovar, Project Manager		Public forum and a shoreline tour to: <ul style="list-style-type: none"> ▪ Inform interested parties about why the update is required, what is needed, and what issues may be addressed. ▪ Find out what issues are of greatest interest and concern to the stakeholders and, therefore, should be included in the project. ▪ Identify the City's and stakeholders' common interests in protecting the City's waterfront.
Email	09/29/06	Patrice Tovar, Project Manager & Linh Huynh, Undergraduate Planning Intern	n/a	Confirmed that Kathleen as well as all other missing HCC and City Council members are added to the contact list
Television	October 1-15			For the first two weeks in October 2006, videos of the forums and tour were broadcast on Kirkland's cable TV channel

ATTACHMENT 11
KIRKLAND SMP UPDATE
Public Participation Log

Public Notice Signs	Fall 2006			Poster installed on public notice signs advising public about website and to Stay Tuned for future meetings in 2007
Public Notice Signs	Fall 2006			Flyer installed on public notice boards signs advising public of current status of SMP Update
Public Meeting	3/19/07	Patrice Tovar, Project Manager		Patrice Tovar attended 3/19/07 meeting of the North Rose Hill Neighborhood Association to introduce the SMP Update
Inventory Report Distribution	4/9/07	Patrice Tovar, Project Manager		Electronic copy of the Final Shoreline Inventory, Analysis, and Characterization Report posted on the Shoreline Master Program Update webpage
Listserv	6/15/2007	Patrice Tovar, Project Manager		Notice of July and August meetings before Planning Commission, Houghton Community Council and City Council
Public Notice Sign	June 2007			Installed new posters on public notice signs providing notice of July 12 and July 23 public meetings
Inventory Report Distribution	7/12/07	Patrice Tovar, Project Manager		Hard copy of the Final Shoreline Inventory, Analysis, and Characterization Report provided to Planning Commission members
Inventory Report Distribution	7/16/07	Patrice Tovar, Project Manager		Hard copy of the Final Shoreline Inventory, Analysis, and Characterization Report provided to Houghton Community Council Members
Inventory Report Distribution	8/2/07	Patrice Tovar, Project Manager		Hard copy of the Final Shoreline Inventory, Analysis, and Characterization Report provided to City Council
Listserv	7/10/2007	Patrice Tovar, Project Manager		Notice of availability of staff report for Planning Commission study session and notice of future meetings
Listserv	8/14/2007	Patrice Tovar, Project Manager		Notice of meeting cancellation
Listserv	9/7/07	Patrice Tovar, Project Manager		Notice of Shoreline Tour provided
Email	9/7/2007	Caryn Saban		Notice of Shoreline Tour provided to City Council, Houghton Community Council, Planning Commission members

ATTACHMENT 11
KIRKLAND SMP UPDATE
Public Participation Log

Public Notice Signs	9/07			Notice of Shoreline Tour
Public Shoreline Tour	9/20/07			
Email	10/11/2007	Stacy Clauson, Project Manager	Attendees of Shoreline Tour	Notice sent to shoreline tour attendees encouraging them to continue involvement and sign up for listserv
Public Notice Signs	1/8/2008	James Dewar, Intern		New public notice signs and flyers installed. Notice of 2/25 HCC and 2/28 PC meetings placed on signs
Listserv	1/8/2008	Stacy Clauson, Project Manager		Notice of 2/25 HCC and 2/28 PC meetings sent to listserv
E-mail	1/8/2008	Stacy Clauson, Project Manager		Notice of 2/25 HCC and 2/28 PC meetings sent to SMP Update Contact List (government agencies, nongovernmental organizations, people with interest)
News Release	1/8/2008	Marie Stake, Communications Manager		Notice of SMP Update and of 2/25 HCC and 2/28 PC meetings distributed to news agencies
Newspaper (Kirkland Courier)	1/23/2008			News Release on SMP Update published in 1/23 edition of Kirkland Courier Update
Listserv	2/19/2008	Stacy Clauson, Project Manager		Notice of staff report materials available for review for 2/25 and 2/28 meetings
Houghton Community Council Meeting	2/25/2008	Stacy Clauson, Project Manager		Overview of project schedule, plan format, draft shoreline environment designations, and draft Shoreline land Use polices.
Planning Commission Meeting	2/28/2008	Stacy Clauson, Project Manager		Overview of project schedule, plan format, draft shoreline environment designations, and draft Shoreline land Use polices.
Public Notice Signs	3/4/2008	Greg Brey, Intern		Posted new notice for 3/13 PC meeting and new shoreline flier

ATTACHMENT 11
KIRKLAND SMP UPDATE
Public Participation Log

Listserv	3/5/2008	Stacy Clauson, Project Manager		Notice of 3/13 PC meeting and availability of staff report. Notice of future meetings including 3/24, 4/8, and 4/14 meetings.
Public Notice Signs	3/14/2008	Greg Brey, Intern		Posted new notice for 3/24 HCC Meeting
Kirkland Alliance of Neighborhood Meeting	3/12/2008	Stacy Clauson, Project Manager		Brief introduction to SMP and request to encourage public participation in neighborhood association
City List-Serve (543 participants)	3/7/2008	Stacy Clauson, Project Manager		Notice of SMP Update Process and opportunities to participate in update process
Neighborhood Associations	3/7/2008	Stacy Clauson, Project manager		Notice of SMP Update Process and opportunities to participate in update process
Meeting	3/12/2008	Stacy Clauson and Paul Stewart	Richard Sandaas, SPOCA Member	Discuss SMP Update, including public participation, interests of SPOCA
Planning Commission Meeting	3/13/2008	Stacy Clauson, Project Manager		Overview of draft Shoreline land Use polices, draft Shoreline Environment Policies, and draft Shoreline Parks, Recreation and Open Space policies.
Listserv	3/20/2008	Stacy Clauson, Project Manager		Notice of 3/24 HCC meeting and availability of staff report. Notice of future meetings including 4/9, 4/10, and 4/24 meetings.
Newspaper	3/19/2008			Article on SMP Update: "City seeking input on shoreline update"
Houghton Community Council Meeting	3/24/2008	Stacy Clauson, Project Manager		Overview of draft Shoreline land Use polices, draft Shoreline Environment Policies, and draft Shoreline Parks, Recreation and Open Space policies.
Listserv	4/3/2008	Stacy Clauson, Project Manager		Notice of 4/10 PC meeting and availability of staff report. Notice of future meetings including 4/9, 4/24, 5/8, 5/27, and 6/9 meetings.
Public Notice Signs	4/4/2008	Greg Brey, Intern		Posted new notice for 4/10 and 5/8 PC Meeting and new shoreline flier

ATTACHMENT 11
KIRKLAND SMP UPDATE
Public Participation Log

Parks Board Meeting	4/9/2008	Stacy Clauson and Paul Stewart		Overview of Shoreline Parks, Recreation and Open Space policies and Shoreline Environment Designations for public parks.
E-mail	4/4/2008	Stacy Clauson, Project Manager		E-mail to Zelma Zima at Governor's Office of Regulatory Assistance to obtain information on streamline permitting efforts
E-mail	4/4/2008	Stacy Clauson, Project Manager		E-mail to project attorneys representing shoreline overwater residential condominiums.
Planning Commission Meeting	4/10/2008	Stacy Clauson, Project Manager		Overview of draft Shoreline land Use polices, draft Shoreline Environment Policies, and draft Shoreline Parks, Recreation and Open Space policies.
City Update (Newspaper)	4/2008			Notice of public comment opportunities for Shoreline Update
Public Notice Signs	4/29/2008	Greg Brey, Intern		Re-posted notice for 5/8 PC Meeting
City Website	On-going	Stacy Clauson		On-going maintenance of Shoreline Master Program website
Listserv	5/1/2008	Stacy Clauson, Project Manager		Notice of 5/8 PC meeting and availability of staff report. Notice of future meetings including 5/27, and 6/9 meetings.
Planning Commission Meeting	5/8/2008	Stacy Clauson and Paul Stewart		Overview of draft policies.
Parks Board Meeting	5/14/2008	Stacy Clauson and Paul Stewart		Overview of Shoreline Parks, Recreation and Open Space policies and Shoreline Environment Designations for public parks.
SMP Contact List	5/2008	Greg Brey, Intern		Update SMP Contact list (e.g. newly elected officials, change in staff, etc.)
SMP Contact List	5/8/2008	Stacy Clauson, Project Planner		Sent e-mail to Joe Burcar to receive contact lists for Lake Washington shoreline planners.

ATTACHMENT 11
KIRKLAND SMP UPDATE
Public Participation Log

Notice Boards	5/16/2008	Greg Brey, Intern		Posted notice of May 27th Houghton Community Council meeting and June 9th Open House. New flyers placed in sign boards.
SMP Contact List	5/19/2008	Caryn Saban, Administrative Assistant		Postcard notice of June 9th Open House sent to all property owners and residents within Shoreline Jurisdiction (3299 notices mailed) Postcard notice sent to all prior participants in SMP update process.
SMP Contact List	5/19/2008	Stacy Clauson, Project Planner		E-mail notice of June 9th Open House sent to SMP Contact List
Television	5/20/2008	Betty Kalan, Administrative Assistant		Posted notice of Community Open House on KGov
Newspaper	5/20/2008	Betty Kalan, Administrative Assistant		Published notice of Community Open House. E-mail of notice also sent to Chamber of Commerce, Kirkland Courier, Seattle Times, and Kirkland Library. Posted notice of meeting in City Hall Bulletin Board.
E-mail	5/20/2008	Heather Fralick, Economic Development Analyst		E-mail notification of meeting to Business Groups within Kirkland.
News Release	5/22/2008	Marie Stake, Communications Manager		News Release for Community Open House
Newspaper	5/26/2008	Prins Cowin, Administrative Supervisor		Publication of notice for Community Open House in Seattle Times
City Listserv	5/22/2008	Prins Cowin, Administrative Supervisor		Notice of Open House sent to Kirkland Neighborhood E-Bulletin listserv ((543 participants)
Listserv	5/22/2008	Stacy Clauson, Project Planner		Notice of Open House sent to SMP listserv (~110 participants)
City Website	5/28/2008	Stacy Clauson, Project Planner		Notice of Open House posted on main City web-site
Meeting	5/22/2008	Stacy Clauson, Project Planner		Attended Juanita Neighborhood Association to provide overview of SMP update

ATTACHMENT 11
KIRKLAND SMP UPDATE
Public Participation Log

Houghton Community Council Meeting	5/27/2008	Stacy Clauson, Project Planner		Overview of draft policies.
SMP Website	5/23/2008	Stacy Clauson, Project Planner		Posted draft goals and policies on website for public comment.
City Council Update	6/2/2008	Stacy Clauson, Project Planner		Information for 6/2/2008 City Council reading file updating City Council on progress and next steps
E-mail	6/4/2008	Jim McElwee, Chair of Kirkland Alliance of Neighborhoods		Notice to Neighborhood Representatives about meeting
Notice Boards	6/5/2008	Greg Brey, Intern		Notice of Open House posted on boards
Newspaper (Kirkland Reporter)	6/4/2008	Stacy Clauson, Project Planner		Articles on SMP Update: "City preparing update to shoreline plan" and "Calling all who care about Kirkland's shorelines"
Open House	6/9/2008	Staff		Open House for Shoreline Master Program
Survey	6/10/2008	Interns		Notice of survey posted on website, cable TV, on flyers on public notice signs, at City Hall, and sent to both Shoreline and City list-serv.
Notice Boards	6/20/2008	Greg Brey & Stefanie Loomis, Interns		Notice boards updated with new schedule and flyer describing opportunities to participate, including review of draft goals and policies and survey.
Neighborhood Association Meeting	6/23/2008	Amy Summe, City Consultant		Attended Lakeview Neighborhood Association to make brief presentation on SMP Update
Listserv	6/24/2008	Terrence Creighton		Notice sent of survey and project schedule, with meetings to start in September
SMP Website	6/25/2008	Jon Regala		Posted Summary of Open House on website
Notice Boards	6/25/2008	Stefanie Loomis, Intern		Notice of September 11 Planning Commission meeting posted on boards

ATTACHMENT 11
KIRKLAND SMP UPDATE
Public Participation Log

Notice Boards	9/2/2008	Stefanie Loomis, Intern		Notice of September 11 & October 9 Planning Commission meeting posted on boards. Updated flyer describing opportunities to participate, including review of draft goals and policies and survey
Planning Website	9/2/2008	Jon Regala		Update to SMP posted on Planning website, including notice of September 11 Planning Commission meeting.
Listserv	9/3/2008	Jon Regala		Notice sent of September 11 & October 9 Planning Commission meetings
Planning Commission	9/11/08	Stacy Clauson, Paul Stewart, Teresa Swan and Amy Summe		Reviewed environmental designations, uses and activities, critical areas and public access, and obtained direction
Listserv	9/16/08	Teresa Swan, project planner		Notice sent on October 9, 2008 Planning Commission meeting and October 27, 2008 Houghton Community Council meeting. Mention of November 20, 2008 Planning Commission meeting.
Notice Boards	9/18/08	Greg Brey, intern		Notice of October 9, 2008 Planning Commission meeting and October 27, 2008 Houghton Community meeting with a flyer with some potential changes to regulations
Meeting with interested citizens	9/22/08	Teresa Swan, Stacy Clauson, Paul Stewart and City consultants		Meet with Mark Nelson and Robert Sandaas, interested waterfront property owners
Planning Website	9/25/08	Jon Regala		Added overall project schedule, upcoming meeting dates, link to packets, and key issues
Listserv	10/6/08	Jon Regala		Notice of updated Planning website
Planning Commission meeting	10/9/08	Stacy Clauson, Paul Stewart, Teresa Swan and Amy Summe		Reviewed draft regulations on bulkheads and mitigation options
Notice Boards	10/17/08	Greg Brey, Intern		Posted updated flyer with notices of November 20 Planning Commission and November 24 Houghton Community Council meetings

ATTACHMENT 11
KIRKLAND SMP UPDATE
Public Participation Log

Planning Website	10/17/08	Jon Regala		Added upcoming meetings, links to studies and more general information
Listserv	10/21/08	Teresa Swan		Notice of updated Planning website
Planning website	11/3/08	Jon Regala		Added flyer, summary of why SMP must be updated and City Council informational memo with attachments
Listserv	11/4/08	Teresa Swan		Notice of updated Planning website
Flyer	11/4/08	Angela Mason and Teresa Swan		Mailed out flyer on shoreline stabilization and storm water flow into Lake Washington
Neighborhood Association meeting	11/17/08	Teresa Swan		Meet with Moss Bay Neighborhood Association, made a presentation and answered questions
Planning website	11/18/08	Jon Regala		Added PC 11/20 and HCC 11/24 meeting packet links
Listserv	11/20/08	Teresa Swan		Notice of updated Planning website
Neighborhood Association Meeting	11/19/08	Paul Stewart and Amy Summe		Meet with Market Neighborhood Association, made a presentation and answered questions
Planning Commission meeting	11/20/08	Stacy Clauson, Paul Stewart, Teresa Swan and Amy Summe		Reviewed bulkheads and shoreline setbacks
Houghton Community Council	11/24/08	Stacy Clauson, Paul Stewart, Teresa Swan and Amy Summe		Reviewed environmental designations, uses and activities, general regulations, critical areas and other topics.
Notice boards	12/5/08	Stefanie Loomis, intern		Posted new updated flyers.
Planning web site	12/10/08	Jon Regala		Added upcoming meetings and past power point presentations.

ATTACHMENT 11
KIRKLAND SMP UPDATE
Public Participation Log

Listserv	12/10/08	Teresa Swan		Send out notice of updates to web site.
Planning Commission meeting	12/11/08	Stacy Clauson, Paul Stewart, Teresa Swan and Amy Summe		Reviewed shoreline setback and general regulations.
Notice Boards	9/18/08	Stefanie Loomis, intern		Notice of December 11, 2008, January 22, 2009 Planning Commission meeting and January 26, 2009 Houghton Community meeting with a flyer with some potential changes to regulations
Planning web site	12/16/08	Jon Regala		Added upcoming 2009 meetings and link to power point presentation of 12/11/08
Listserv	12/16/08	Teresa Swan		Sent out notice of updates to web site.
Notice boards	12/19/08	Stefanie Loomis, intern		Posted new updated flyers.
Notice boards	12/29/08	Stefanie Loomis, intern		Posted new updated flyers for the revised planning commission meetings on Jan 8 and Jan 22, 2009
Planning web site	01/05/09	Jon Regala		Added link to the Planning Commission meeting packet of 1/8/09
Listserv	01/05/09	Teresa Swan		Sent out notice of update to web site.
Planning Commission meeting	01/08/09	Stacy Clauson, Paul Stewart, Teresa Swan		Reviewed Shoreline regulations
Website	01/12/09	Jon Regala		Added link to the power point presentation for the Planning Commission meeting on January 8, 2009.
Listserv	01/13/09	Teresa Swan		Sent out notice of update to web site
Meeting with Interested citizens	1/13/09	Paul Stewart, Teresa Swan		Met with Bob Style, a shoreline property owner, to talk about regulations.

ATTACHMENT 11
KIRKLAND SMP UPDATE
Public Participation Log

Website	01/20/09	Jon Regala		Added link to the Planning Commission packet of January 22, 2009, to the City of Seattle's Green Shorelines guidebook and more scientific research site.
Listserv	01/20/09	Teresa Swan		Sent out notice of update to web site
Cable channel	01/20/09	Teresa Swan and Betty Kalan		Prepared notice for the City's cable channel about Green Shorelines guidebook.
Currently Kirkland	01/20/09	Teresa Swan and Tanya Woo		Notice will be provided on the City's TV production about the shoreline property owner workshop.
Planning Commission meeting	1/22/09	Stacy Clauson, Paul Stewart, Teresa Swan		Reviewed Shoreline regulations
Meeting with Interested citizens	2/11/09	Paul Stewart, Teresa Swan		Met with Bob Style, a shoreline property owner, to talk about regulations.
Houghton Community Council	1/26/09	Stacy Clauson, Paul Stewart, Teresa Swan		Reviewed Shoreline regulations
Website	1/27/2009	Jon Regale		Updated to provide link to power point presentation, PC/HCC meeting schedule, scientific and other information. For PC meeting 1/22/09
Website	1/27/2009	Jon Regale		Updated to provide link to power point presentation, PC/HCC meeting schedule, scientific and other information. For HCC meeting 1/26/09
List Serv	1/28/2009	Teresa Swan		Notified list serv of website update.
Notice Boards	2/06/2009	Stefanie Loomis, intern		Posted new flyers for the Houghton Community Council Meeting on Feb 23 and the Shoreline Property Owner Workshop on Feb 28.
Notice for Workshop	2/06/2009			Mailed out postcard notice to 1618 property owners along the shoreline for the 2/28/09 property owner workshop.

ATTACHMENT 11
KIRKLAND SMP UPDATE
Public Participation Log

Houghton Community Council	2/23/2009	Stacy Clauson, Paul Stewart, Teresa Swan		Reviewed Shoreline regulations
Website	2/24/2009	Jon Regale		Updated to provide link to power point presentation, PC/HCC meeting schedule, scientific and other information. For HC meeting 2/23/09
List Serv	2/25/2009	Teresa Swan		Notified list serv of website update.
Shoreline Property Owner Workshop	2/28/2009	Stacy Clauson, Paul Stewart, Teresa Swan		Provided info on draft regulations and received comments
Notice boards	3/5/09	Stefanie Loomis, intern		Posted new flyers for the Planning Commission meeting on March 12, 2009 and Houghton Community Council meeting on March 23, 2009.
Planning Commission meeting	3/12/09	Stacy Clauson, Paul Stewart, Teresa Swan, Eric Shields		Reviewed Shoreline regulations
Website	3/16/2009	Jon Regale		Updated to provide link to power point presentation, PC/HCC meeting schedule, scientific and other information. For PC meeting 3/12/09
Listserv	3/17/2009	Teresa Swan		Notified list serv of website update.
Houghton Community Council	3/23/2009	Stacy Clauson, Paul Stewart, Teresa Swan		Reviewed Shoreline regulations
Website	3/24/2009	Jon Regale		Updated to provide link to power point presentation, PC/HCC meeting schedule, scientific and other information. For HC meeting 3/23/09
Listserv	3/25/2009	Teresa Swan		Notified listserv of website update.
SMP Contact List	3/26/2009	Teresa Swan		Emailed notice to participants in the focus group meeting of April 9 th , 2009 before the PC.

ATTACHMENT 11
KIRKLAND SMP UPDATE
Public Participation Log

Planning Commission meeting	4/9/2009	Stacy Clauson, Paul Stewart, Teresa Swan, Eric Shields Joe Burcar from DOE	Invited interested shoreline property owners	Met with shoreline property owners to discuss concerns and questions on the draft regulations
Website	4/14/2009	Jon Regale		Updated to provide link to power point presentation, PC/HCC meeting schedule, scientific and other information. For PC meeting 4/9/09
Listserv	4/15/2009	Teresa Swan		Notified listserv of website update.
Notice Boards	4/17/2009	Stefanie Loomis		Posted new flyers for the PC on April 23 and May 28, 2009 and HCC on May 20, 2009.
Planning Commission meeting	4/23/09	Stacy Clauson, Paul Stewart, Teresa Swan, Eric Shields		Reviewed regulations and discussed meeting of 4/9/09 with focus group
Website	4/28/09	Jon Regala		Updated to provide responses to questions from the 2/28/09 workshop, power point presentation from the PC 4/23 meeting and additional links to background information.
Listserv	4/30/09	Teresa Swan		Notified listserv of website update.
Shoreline Focus group meeting	5/4/09	Stacy Clauson, Paul Stewart, Teresa Swan Joe Burcar from DOE	Invited a select group (those who have shown interest in regulations) for focus group meeting	Met with focus group to discuss draft setback, pier and shoreline modification regulations and to get their input on other potential changes to height and yard setbacks.
Houghton Community Council	5/20/09	Stacy Clauson, Paul Stewart, Teresa Swan		Reviewed draft regulations, Restoration Plan and Cumulative Impact Analysis
Planning Commission meeting	5/28/09	Stacy Clauson, Paul Stewart, Teresa Swan		Reviewed draft regulations, Restoration Plan and Cumulative Impact Analysis
Website	6/8/09	Jon Regala		Update to reflect upcoming meetings, meeting packets, power point presentations and other information

ATTACHMENT 11
KIRKLAND SMP UPDATE
Public Participation Log

Listserv	6/10/09	Teresa Swan		Sent notice
Notice Board	6/12/09	Stefanie Loomis		Posted revised notice of meetings on boards
Website	6/15/09	Jon Regala		Current draft SMP available as separate link and meeting packets
Listserv	6/16/09	Teresa Swan		Sent notice on web updates
Houghton Community Council meeting	6/22/09	Stacy Clauson, Paul Stewart, Teresa Swan		Reviewed draft regulations, Restoration Plan and Cumulative Impact Analysis
Open House and Public Hearing Notice	6/22/09	Angela Mason		Emailed notice to agencies, environmental groups, adjacent cities, county, boards and commissions interested parties Mailed 1,534 postcard notice to property owners and residents
Planning Commission meeting	6/25/09	Stacy Clauson, Paul Stewart, Teresa Swan		Reviewed draft regulations, Restoration Plan and Cumulative Impact Analysis
Open House On Draft Shoreline Regulations	7/9/09	Paul Stewart Teresa Swan Amy Summe Joe Bucar of DOE		Held open house from 5:30-7:30pm. 14 people from the public attended
Meeting With Futurewise	7/14/09	Teresa Swan		Meet with Futurewise
SEPA Addendum	7/15/09	Eric Shields		Issued SEPA Addendum. Mailed to DOE, agencies with jurisdiction, Muckleshoot Tribe, neighboring cities and King County
Notice to Agencies	7/16/09	Teresa Swan		Sent Notice of Availability to agencies with jurisdiction via email, including SEPA Addendum. Mailed a complete set of all documents to Karen

ATTACHMENT 11
KIRKLAND SMP UPDATE
Public Participation Log

				Walter, Muckleshoot Tribe
Website	7/16/09	Jon Regala		Updated web site to link to PC packet for 7/23/09 hearing, HCC packet for 7/27/09 and added several new documents.
Listserv	7/21/09	Teresa Swan		Send notice on web updates
Planning Commission Hearing	7/23/09	Teresa Swan, Paul Stewart Stacy Clauson Amy Summe-TWC Joe Burcar-DOE		Hearing on Draft SMP
Houghton Community Council Hearing	7/27/09	Teresa Swan, Paul Stewart Stacy Clauson Amy Summe –TWC Joe Burcar DOE		Hearing on Draft SMP
Houghton Community Council Hearing	8/10/09	Paul Stewart		Follow-up on hearing
Notice Board	8/12/09	Teresa Swan		Posted notices for August meetings
Planning Commission Hearing	8/13/09	Teresa Swan Paul Stewart		Follow-up on hearing
Website	8/13/08	Jon Regala		Updated website with August meetings
Website	8/18/09	Jon Regala		Update website to link PC and HCC August packets and power point presentations from July public hearings
Listserv	8/19/09 8/25/09	Teresa Swan		Sent notice of changes to web site

ATTACHMENT 11
KIRKLAND SMP UPDATE
Public Participation Log

Houghton Community Council Hearing	8/24/09	Teresa Swan Stacy Clauson Paul Stewart		Follow-up on hearing
Planning Commission Hearing	8/27/09	Teresa Swan Stacy Clauson Paul Stewart		Follow-up on hearing. Extended comment period to August 31, 2009
Website	9/02/09	Jon Regala		Updated website with September and October meetings
Notice Board	9/02/09	Teresa Swan		Updated public notice sign boards for September and October meetings
Listserv	9/08/09	Teresa Swan		Sent notice of changes to web site
Website	9/08/09	Jon Regala		Updated website to post meeting packets for September
Listserv	9/09/09	Teresa Swan		Sent notice of changes to web site
Planning Commission meeting	9/10/09	Teresa Swan		Final deliberation and recommendation to City Council
Houghton Community Council meeting	9/14/09	Teresa Swan and Paul Stewart		Final deliberation and recommendation to City Council
Notice To CTED	9/28/09	Paul Stewart		Send notice of intent to adopt to CTED
Website	10/15/09	Jon Regala		Update web site to post Council packet link
Listserv	10/20/09	Teresa Swan		Notify of updates to web site

ATTACHMENT 11
KIRKLAND SMP UPDATE
Public Participation Log

City Council Study Session	10/22/09	Teresa Swan Stacy Clauson Paul Stewart Amy Summe - TWC Joe Burcar - DOE		Study session on draft SMPt
Notice Boards	10/27/09	Teresa Swan		Posted new notice signs of upcoming meetings
Website	10/29/09	Jon Regala		Update web site to reflect Nov 2, 2009 Council study session
Listserv	10/29/09	Teresa Swan		Notified listserv of changes to web site
City Council study session	11/02/09	Teresa Swan Stacy Clauson Paul Stewart Amy Summe - TWC Joe Burcar - DOE		Study session on draft SMP
Website	11/16/09	Jon Regala		Update web site to reflect upcoming Council meetings and most current version of Chapter 83
Listserv	11/16/09	Teresa Swan		Notified listserv of changes to web site
City Council Study Session	11/23/09	Teresa Swan Stacy Clauson Paul Stewart Amy Summe - TWC Joe Burcar - DOE		Study session on draft SMP
Website	11/25/09	Jon Regala		Updated web site is upcoming meetings and staff packets
Listserv	12/01/09	Teresa Swan		Notified listserv of changes to web site
City Council meeting	12/01/09	Teresa Swan Paul Stewart Amy Summe		Adopt resolution of Intent to Adopt

ATTACHMENT 11
KIRKLAND SMP UPDATE
Public Participation Log

Website	12/10/09	Jon Regala		Updated web site to reflect Council action and next steps
Listserv	12/10/09	Teresa Swan		Notified listserv of changes to web site
Notice Board Signs	12/11/09	Joan Lieberman Brill		Posted new notice information
Houghton Community Council	12/14/09	Teresa Swan Paul Stewart Joe Burcar - DOE		Final comments
Letter to Tribe	12/17/09	Paul Stewart		Responded to Tribes comments in writing