CITY OF KIRKLAND
CITY COUNCIL

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

Vision Statement
Kirkland is one of the most livable cities in America. We are a vibrant, attractive, green and welcoming place to live, work and play. Civic engagement, innovation and diversity are highly valued. We are respectful, fair, and inclusive. We honor our rich heritage while embracing the future. Kirkland strives to be a model, sustainable city that values preserving and enhancing our natural environment for our enjoyment and future generations.

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

AGENDA
KIRKLAND CITY COUNCIL MEETING
City Council Chamber
Tuesday, October 4, 2016
6:00 p.m. – Study Session
7:30 p.m. – Regular Meeting

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

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

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

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

1. *CALL TO ORDER*
2. *ROLL CALL*
3. *STUDY SESSION*
   a. Animal Services Discussion
4. *EXECUTIVE SESSION*
5. *HONORS AND PROCLAMATIONS*
   a. Walk Your Child to School Week Proclamation
   b. 2016 Arbor Day Proclamation
6. *COMMUNICATIONS*
   a. *Announcements*
   b. *Items from the Audience*
   c. *Petitions*
7. *SPECIAL PRESENTATIONS*
   a. King County Solid Waste Transfer System Update

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

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

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

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

8. CONSENT CALENDAR

a. Approval of Minutes: September 20, 2016

b. Audit of Accounts:

Payroll $

Bills $

c. General Correspondence

d. Claims

e. Award of Bids

f. Acceptance of Public Improvements and Establishing Lien Period

g. Approval of Agreements

h. Other Items of Business

(1) Ordinance O-4533 and its Summary, Relating to Comprehensive Planning and Land Use and Amending the Comprehensive Plan, Ordinance 3481, as Amended, and Approving a Summary for Publication, File No. CAM16-02078. (Adding Facility Project Table to Capital Facilities Plan)

(2) Utility Rate Adoption

(a) Ordinance O-4534, Relating to Water System Customer Rates for 2017 and 2018 and Providing for Changes in Said Rates.

(b) Ordinance O-4535, Relating to 2017 and 2018 Sewer System Customer Rates and Amending Table 15.24.070 of the Kirkland Municipal Code.

(c) Ordinance O-4536, Relating to Monthly Surface Water Utility Service Rates for 2017 and 2018 and Amending Section 15.56.020 of the Kirkland Municipal Code.

(3) Report on Procurement Activities

9. PUBLIC HEARINGS

10. UNFINISHED BUSINESS

a. Resolution R-5210, To Eliminate Cross Subsidies Between Customer Classes of the Water, Sewer, and Solid Waste Utilities No Later Than the End of the 2021-2022 Biennium.

b. Resolution R-5211, Approving the Cross Kirkland Corridor Art Integration Plan.

c. Resolution R-5212, Relating to Adding Ephemeral Art on the Cross Kirkland Corridor to the City's Public Art Policy Guidelines.

d. Resolution R-5213, Adopting One Percent for Public Art Policy Guidelines.

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

11. NEW BUSINESS

a. Proposed Draft 2017 State Legislative Priorities Agenda

b. Resolution R-5214, Allocating the City's Portion of Community Development Block Grant (CDBG) Funds for 2017.

CITY COUNCIL COMMITTEE agendas and minutes are posted on the City of Kirkland website, www.kirklandwa.gov.

c. 2017-2018 Human Services Grant Funding Recommendations

d. Ordinance O-4532 and its Summary, Relating to Zoning, Planning, and Land Use and Amending Chapters 5 and 100 of the Kirkland Zoning Code Regarding Definitions and Regulations to Ensure Content Neutrality in Sign Regulations and Approving a Summary Ordinance for Publication, File No. CAM 16-00954.

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

12. REPORTS

a. City Council Regional and Committee Reports

b. City Manager Reports

(1) Calendar Update

13. ITEMS FROM THE AUDIENCE

14. ADJOURNMENT

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

MEMORANDUM

To: Kurt Triplett, City Manager

From: Lorrie McKay, Intergovernmental Relations Manager

Date: September 25, 2016

Subject: REGIONAL ANIMAL SERVICES OF KING COUNTY (RASKC) AGREEMENT IN PRINCIPLE TO SUCCESSOR 2018-2022 INTERLOCAL AGREEMENT

RECOMMENDATION

It is recommended that the City Council receive a presentation from Regional Animal Services of King County on the September 1, 2016 Agreement in Principle (AIP) package of materials related to the Regional Animal Services 2018-2022 successor Interlocal Agreement.

BACKGROUND INFORMATION

Beginning in February of this year, the Joint City-County Collaboration Committee (JC4) began meeting monthly in order to negotiate a 2018-2022 successor Inter-Local Agreement (ILA), as the current ILA terminates on December 31, 2017. To date, eight meetings have been held. Kirkland Police Department and CMO staff have actively participated at each meeting. RASKC distributed the Agreement in Principle (AIP) package of materials (Attachment A) related to the Regional Animal Services 2018-2022 successor ILA on September 1, 2016.

Council Committee Briefings and Status Updates

City staff have provided status updates to Council's Public Safety Committee and Finance & Administration Committee during the negotiating period and have responded to member questions about animal control service delivery and performance, trends in program costs and animal service program use, pet license sales and revenue, and sheltering data from Progressive Animal Welfare Society (PAWS). A more detailed discussion of PAWS is included later in this memo.

Animal Control/Field Service Delivery and Performance

The regional system provides four (4) animal control officers (ACOs) for 25 contracting cities and unincorporated areas of King County which are divided into three (3) "control districts" (Attachment B). The two (2) north and east control districts are each staffed with one (1) dedicated ACO during regular services hours, while the third large control district in the south is staffed by two (2) ACOs. To maintain service delivery, the regional system allows for two (2) additional ACOs to cover staffing needs around vacation, sick-leave and other absences.

The City of Kirkland, along with eight other cities and a portion of unincorporated King County make up the jurisdictions served in Control District 200. RASKC receives an average of 1,400 calls per year for service from within Control District 200 alone. Calls for control service from Kirkland specifically average 275 per year.

RASKC categorizes calls for animal control service as Priority 1 through 6:

Priority 1: Immediate – Threat to Life, Health Safety of Humans
Priority 2: Immediate – Threat to Life Health Safety of Animals
Priority 3: Urgent – Potential Threat to Life, Health & Safety
Priority 4: Non-emergency
Priority 5: Non-emergency
Priority 6: Non-emergency – information only

Priority 1 and 2 calls are the highest priority for Animal Control Officer (ACO) response and include those calls that pose an emergent danger to the community. For performance measures purposes, King County set the Priority 1 call response time goal at one-hour, while Priority 2 calls have a two-hour goal for response.

Lower priority calls (Priority 3, 4 and 5) are non-emergent requests for service are responded to by the ACO over the telephone, referral to other resources, or by dispatch as necessary or available. For performance measures purposes, King County set the Priority 3 call response time goal at four hours. The response time goal for Priority 4 calls is 24 hours, and Priority 5 is two to three days. Priority 6 calls are "information only" and have no response time goal.

Each month, RASKC provides all 25 contracting cities with monthly reports on ACO activity and service performance. A three year summary of response time goal performance is included below. A more detailed analysis by the City of response time trends on ACO activity data for Kirkland is included as Attachment C.

Three-Year Summary of Control Call Response (by Priority Call Type)

Priority Call Type	Total Calls per Priority over three years	Average Response Time	Total Number of Responses Meeting Goal	Percentage of Responses Meeting Goal
Priority 1	16	1.89 hrs	10	62.50%
Priority 2	60	2.14 hrs	50	81.58%
Priority 3	145	16.21 hrs	63	44.20%
Priority 4	339	28.25 hrs	218	64.20%
Priority 5	240	23.18 hrs	211	88%
Priority 6	Excluded	N/A	N/A	N/A

Trends in RASKC Program Costs and Kirkland's Program Use

The table below shows that the City's actual use of both control and shelter services has generally stayed flat over the past three years. The table also shows the increase in the number of pet license sales in Kirkland and the increase in cost of RASKC programs allocated to Kirkland.

Service Year	Control Calls	Shelter Intakes	Pet Licenses Sold	Program Cost
2013	282	92	8,769	$236,983
2014	308	101	9,094	$240,626
2015	253	94	10,054	$247,715

Kirkland's final cost estimate for 2016 is $265,895 and the County's preliminary cost estimate for Kirkland in 2017 is $ 275,805. The current estimate for program cost in 2018 is $270,870.

Pet License Fees and Pet License Canvassing in Neighborhoods

Pet license fees support shelter and care and enforcement services for responding to strays, bite investigations, and nuisance and dangerous animals. Animal cruelty and neglect investigations are also supported by pet license fees. License fees also fund the process of reuniting lost pets with their owners, provide a free ride home the first time a licensed pet gets lost, and other benefits.

Neighborhood educational pet license canvassing is a low-cost, effective means for educating residents about the benefits and requirements of licensing their pets. King County's canvassing program trains their canvassers to follow strict guidelines regarding professional conduct, attire and appropriate behavior. Canvassers do not peer in windows or over fences looking for pets. Nor do they ask to enter inside a home and they respect posted 'No Trespassing' and 'No Soliciting' signs.

The City of Kirkland is in its fourth consecutive year of partnering with King County to conduct door-to-door pet license canvassing in its neighborhoods on weekends only, with seasonally hired, hourly employees.

Pet License Canvassing – How it Works

In 2013, two canvassers worked 224 hours in Kirkland over a four month period and reached 2,800 households. During that period, they issued 357 temporary licenses, (generating an estimated $9,900 in gross revenue), and issued 203 72-hour courtesy notices (representing a potential of $5,600 in additional revenue).

With 'renewals' of the 357 pet licenses that were issued through this effort, an estimated $25,000 would be generated over a five-year period.

From the start of the new licenses, 357 ($9,900) in this example, data show a jurisdiction can expect a 65% return ($6,400) at the first year renewal; a 50% return ($4,950) at the second year; 34% ($3,350) at the third; and 3% ($300) at the fourth license renewal in the fifth year.

Currently, as part of the pet license program, the Kirkland Police Department implements a monthly renewal reminder to licensed pet owners, using an automated calling system, to supplement the County's renewal outreach.

Pet license sales in Kirkland have increased each year since 2009. Supplemented by the canvassing effort, Kirkland's pet license sales have generated more revenue than the City's program costs in the regional system over the past three years. This 'residual' pet license revenue has been reinvested throughout the RASKC system under the terms of the contract.

Despite the regional system's overall need for additional revenue to help offset subsidy that King County is contributing from its general fund to support the system, only seven of RASKC's 25 contract cities have partnered with King County to allow educational pet license canvassing in their neighborhoods in 2015. The cities of Kenmore and Kirkland were the only two cities, out of the nine cities that make up Control District 200, to allow neighborhood canvassing in 2015. In other control districts, the cities of Bellevue, Newcastle, Covington, Maple Valley and Enumclaw also allowed canvassing in 2015. While additional cities may have allowed canvassing in 2016, at least two cities in Control District 200 have categorically stated that they will not allow pet license canvassing in their neighborhoods.

Note that the Agreement in Principal does not require contract cities to allow canvassing. If the City were to provide animal services locally, staff recommend continuing an educational pet license canvassing effort and automated reminder calls.

Progressive Animal Welfare Society (PAWS) Shelter Data

The Progressive Animal Welfare Society (PAWS) is a regional animal welfare organization, whose focus is on rehabilitating injured and orphaned wildlife, sheltering and adopting homeless cats and dogs, and educating people "to make a better world for animals and people." Located in Lynnwood, PAWS has a satellite adoption center called PAWS Cat City in Seattle's University District. PAWS is a private, 501(c)(3) non-profit organization that relies on donations from individuals and corporations. PAWS charges a flat rate of $175 per animal intake. The organization charges that fee to pet owners who locate and redeem their pets from PAWS. In other words, contracting jurisdictions are not charged for these "return to owner" pets. PAWS does have a $20 per day charge for animals that must stay beyond a ten-day period due to custody and/or court cases.

In RASKC's system, there are currently four contracting cities within Control District 200 that subcontract for animal shelter service with PAWS. Under the ILA, the County may also contract with PAWS for shelter service if need be. These "PAWS Cites" pay PAWS directly the flat rate for their shelter intakes, and they pay the 20% relative population charge to RASKC for system shelter services costs.

The City of Kirkland has periodically considered PAWS as an option for sheltering its stray dogs and cats since 2011. It has also encouraged RASKC to consider delivering Kirkland animals to PAWS as a potential cost saving measure. Over that time, questions have been raised about how the organization compares in terms of the number of domestic animals taken into care, the number of spay/neuter surgeries performed, the number of animals placed into foster care, and how their euthanasia rates compare. Staff examined the 2015 Annual Reports of both PAWS and RASKC in an effort to respond to these questions (Attachment D).

The table below illustrates the comparison in animal shelter and care services provided by both PAWS and RASKC in 2015.

Shelter Services in 2015	PAWS	RASKC
Companion Animals Taken into Care	4,312	4,955
Spay/Neuter Surgeries Performed	2,675	2,089
Animals Place in Foster Homes	2,060	1,417
Percentage of Companion Animals Saved	95.6%	87%

City of Kirkland's Draft Term Sheet

As staff has briefed Council committees about the potential Agreement In Principal throughout 2016, various Council members expressed concern about different elements of the new ILA. At its May 19, 2016 meeting, Council's Public Safety Committee members requested staff prepare an alternative draft term sheet as a basis for negotiations for the City's potential continued participation in the regional animal services system. The draft term sheet was reviewed with Council's Finance & Administration Committee at its June 28 meeting, where members encouraged staff to share the draft term sheet (Attachment E) with RASKC representatives for feedback. City and RASKC staff met on July 27.

After having not received written feedback from RASKC, City staff informed RASKC on August 9 that current indications are that Kirkland is not likely to remain in the system under the proposed 2018 ILA terms. City staff encouraged the County to develop a model that did not include Kirkland in it to allow all parties to plan appropriately if that occurs. Staff were clear that any final decision will be made by the City Council.

King County's Draft Counter Proposal

On August 9, RASKC representatives provided feedback to City staff in the form of a draft counter proposal (Attachment F). At the August 17 JC4 meeting, RASKC representatives informed the other partner cities of Kirkland's draft term sheet.

Staff shared the County's draft counter proposal with Council's Public Safety Committee at its August 24 meeting, and with Council's Finance Administration Committee at its August 30 meeting. After review and discussion, a majority of each committee articulated a preference for the City's terms presented in July and recommended staff notify RASKC. Committee members recommended staff bring the issue to the full Council for consideration and discussion at a study session. Members requested RASKC be invited to present at the study session.

City Follow-up with King County on their Draft Counter Proposal

On September 13, staff notified King County staff that RASKC's counter proposal had been brought to the attention of two of Council's Committees for review and discussion. County staff were informed that members appreciated that RASKC tried to address the City's interests, but a majority of members from each committee articulated a preference for the City's terms presented in July and/or Kirkland establishing its own animal control services starting in 2018.

King County staff asked if Kirkland would be open to a termination period longer than its proposed 180 days and for further clarification on the conditions that could lead to termination. County staff interpreted rejection of the "banked" revenue concept in their draft counter proposal as Kirkland wanting to go back to the old relationship where the County runs and is

responsible for everything. That is essentially the proposal in Kirkland's term sheet since the City of Kirkland generates more revenue into the regional system than the cost of RASKC providing services to Kirkland. The City's proposal is that King County would be invited to canvass Kirkland's neighborhoods for pet license revenue as much as they want, keep all the revenue, provide animal control services and never bill the City. Finally, King County staff asked if there was any interest or discussion about building the City's terms within the 2018-2022 Interlocal Agreement or, would the City need a separate agreement. Rather than continue to discuss the draft term sheet, staff felt it was better to have RASKC present directly to the Council at the study session on the AIP.

Regional Animal Services 2018-2022 successor Interlocal Agreement:

The successor ILA negotiating meetings of the JC4 will continue monthly, with key milestones identified to help guide the process toward completion.

- Sept. 1, 2016 – Draft Agreement in Principle (AIP) completed
- Dec. 31, 2016 – County provides draft contract for cities to review
  – Cities confirm Non-Binding Mutual Interest
- January 2017 – Finalize cost allocation & terms, based on Dec. 31 response from cities
- March 1, 2017 – Cities provide notice to County of final intent to contract
- June 1, 2017 – City Council approval of contract

RASKC distributed the Agreement in Principle (AIP) package of materials (Attachment A) related to the Regional Animal Services 2018-2022 successor ILA on September 1. Representatives from RASKC have offered to brief any interested City Councils on the package of materials.

CONCLUSION

The City council should receive a presentation from King County about the Regional Animal Services system and the successor 2018 ILA, ask questions and provide feedback. Kirkland staff will be available during the study session but will not be making a formal presentation. Discussion of Kirkland providing local animal services will occur at a future Council meeting.

Attachment A: September 1, 2016 AIP Package of Materials *(The 44 page "Attachment F: DRAFT of AIP Contract Sections – track changes version" was intentionally omitted from this attachment of materials. Please contact Lorrie McKay if you wish to receive this information.)*
Attachment B: RASKC Animal Control District Map
Attachment C: Summary ACO Service Activity and Response Times in Kirkland, 2013-2015
Attachment D: Comparison of RASKC / PAWS Shelter Stats 2015
Attachment E: City of Kirkland's Draft Term Sheet
Attachment F: RASKC's Draft Counter Proposal

Lorrie McKay

From: Bouffiou, Sean <Sean.Bouffiou@kingcounty.gov>
Sent: Thursday, September 01, 2016 5:32 PM
To: philm@carnationwa.gov; Mary Madole; matthew.morton@duvallwa.gov; Nancy Ousley (nousley@kenmorewa.gov); Leslie Harris (lharris@kenmorewa.gov); Lorrie McKay; Mike Ursino; Steve Sutton <ssutton@ci.lake-forest-park.wa.us> (ssutton@ci.lake-forest-park.wa.us); Parmbrust@ci.lake-forest-park.wa.us; Nina Rivkin (NRIVKIN@redmond.gov); 'dbeadle@sammamish.us' (dbeadle@sammamish.us); Beth Goldberg (BGoldberg@sammamish.us); aherzog@shorelinewa.gov; Mazzoli, Kellye; townhall@beauxarts-wa.gov; AJMcClure@bellevuewa.gov; Mitch Wasserman (Mitch@clydehill.org); johng@clydehill.org; Ross Hoover (RossH@issaquahwa.gov); Jeff Magnan; David Jokinen; Sara McMillon (SaraM@ci.newcastle.wa.us); melyssal@ci.newcastle.wa.us; donp@ci.newcastle.wa.us; Susie Oppedal (SOPPEDAL@NORTHBENDWA.GOV); Londi Lindell (llindell@northbendwa.gov); Bob Larson; clerk-treasurer@ci.yarrow-point.wa.us; Brenda Martinez (BMartinez@ci.blackdiamond.wa.us); lhagen@covingtonwa.gov; rhendrickson@covingtonwa.gov; Chris Searcy (CSearcy@ci.enumclaw.wa.us); dmatheson@kentwa.gov; Glee@kentwa.gov; MHanson@kentwa.gov; PRoseto@kentwa.gov; aBeMiller@kentwa.gov; DKammerzell@kentwa.gov; shawn.hunstock@maplevalleywa.gov; greg.brown@maplevalleywa.gov; Mulligan, Lisa K (Pepin); Cole, Carl; bruce.linton@tukwilawa.gov; craig.zellerhoff@tukwilawa.gov; Vicky.carlsen@tukwilawa.gov; Cindy.Wilkins@TukwilaWA.gov; peggy.mccarthy@tukwilawa.gov; Cole, Carl; Mulligan, Lisa K (Pepin)
Cc: Koney, Tom; Carlson, Diane; Bouffiou, Sean; Mueller, Gene; Alberg, Norm; McCollum, Denise
Subject: Agreement in Principle (AIP) package to support the 2018-2022 Regional Animal Services Inter-local Agreement
Attachments: RASKC 090116 AIP Cover page 090116.docx; Attachment A - RASKC 2018 ILA Summary of Changes draft 081716.docx; Attachment B - 2018 RASKC ILA Jursidiction Map 081816.docx; Attachment C - RASKC Cost Allocation Model Simplified 2018 Including AND Not Including Kirkland - Sept 1 2016 AIP.pdf; Attachment D - RASKC Benefits of Regional System May 2016.docx; Attachment E - RASKC 2018 ILA Powerpoint 090116v2.pptx; Attachment F - RASKC Agreement in Principle - Tracked Changes.pdf; Attachment G - RASKC Agreement in Principle - Accepted Changes.pdf; Attachment H - RASKC 2018 non-binding intent 090116.docx; JC4 Meeting August 17 2016 Summary Notes 090116.docx

The following message is being sent on behalf of Norm Alberg:

Hello JC4,

I am pleased to provide you with the September 1, 2016 Agreement in Principle (AIP) package supporting the 2018-2022 Regional Animal Services Inter-local Agreement.

Per our previous discussions, the AIP Package includes the following:

- A one-page AIP overview
- Attachment A: Summary of key provisions & changes from current ILA
- Attachment B: District map and city list

- Attachment C: Draft 2018 Estimated Payment Calculation (2 versions; 25 cities, 3 districts (reflects status quo) and a version with 24 cities (Kirkland not included in regional model)
- Attachment D: Benefits of Regional System
- Attachment E: Draft RASKC PowerPoint – Briefing
- Attachment F: Draft of AIP Contract sections - tracked changes version (The 44 page Attachment F was intentionally omitted from the City Council packet)
- Attachment G: Draft of AIP Contract sections - accepted changes version
- Attachment H: Non-binding Mutual Interest response form

Additionally, I have included the summary notes of our last JC4 (August 17, 2016) meeting.

As you are aware, we have our next JC4 meeting scheduled for September 21, 2016 at the Kirkland Justice Center from 10:00am-12:00pm.

The focus of the next meeting will be to discuss the options to mitigate cost implications if the City of Kirkland is not included in the regional model, as well as your feedback on the AIP package. You will see in the attachments both a 2018 Estimated Payment Calculation with Kirkland remaining in the model and one with Kirkland departing the regional system. The "Kirkland Not Included" model simply excludes Kirkland, and except for adjusting down a few variable costs, keeps most of the other assumptions the same. King County will continue to work with city partners to mitigate cost impacts of Kirkland potentially departing the system, and exploring options/choices to mitigate the impacts within the model. Our next scheduled negotiations meeting is September 21, 2016.

We look forward to seeing you on September 21, 2016.

Regards,
Norm

Joel Wade
Confidential Secretary
Records and Licensing Services Division | Department of Executive Services
King County Administration Building | 500 4th Ave, Room 411 | Seattle, WA 98104-2337
Direct: (206) 263-8153 | Fax:(206) 205-0715

This e-mail communication is a public record and may be subject to public disclosure.

King County

Records and Licensing Services
Department of Executive Services

Regional Animal Services of King County (RASKC)

Joint City-County Collaboration Committee
2018-2022 Inter-local Agreement
Agreement in Principle (AIP)

The Joint City-County Collaboration Committee has reached consensus on an Agreement in Principle for a five-year Inter-local Agreement (2018-2022), for King County to provide Animal Services to city partners. This Inter-local Agreement will be a successor agreement to the current two year extension (2016-2017) of a three –year contract which began 2013, and was effective through 2015.

Key Elements and Changes:

- ☐ Services and Districts to remain the same
- ☐ Cost allocation methodology to remain the same (80% based on service usage, 20% based on jurisdiction population; Note: usage is to be based on a 3 year rolling average
- ☐ 5 year term (effective January 1, 2018 – through December 31, 2022)
- ☐ Additional five year automatic extension; Opt out of automatic extension by providing notice by June 30, 2021
- ☐ Limited Re-Opener upon Notice of Termination, if any city or cities opts out of the second term, and the resulting cost impact to any remaining party is not estimated to exceed 10%, the Agreement shall automatically extend for a second five year term, to December 31, 2027 subject to agreement adjusting the ILA as necessary based on parties departing the system.
- ☐ Latecomers, allowed prior to the termination or expiration of Agreement, but only if the additional party will not cause an increase any City's net costs payable to the County or decrease in services provided under this Agreement.
- ☐ Retain shelter credits (reallocate based on 3-year average of intakes - No Licensing support credits)
- ☐ Jurisdiction revenue in excess of jurisdictions costs –used to reduce regional model support expenses (County General Fund expenses that are not charged to model)

Note: Kirkland has indicated a potential for departing the regional model – so we have provided two cost estimates – one with Kirkland remaining in the model and one with Kirkland departing the regional system. The "Kirkland Not Included" model simply excludes Kirkland, and except for adjusting down a few variable costs, keeps most of the other assumptions the same. King County will continue to work with city partners to mitigate cost impacts of Kirkland potentially departing the system, and exploring options/choices to mitigate the impacts within the model. Our next scheduled negotiations meeting is September 21, 2016.

Process/Timeline:

By June 1, 2016	County provided RASKC briefing materials; background, program and contracting information to the cities
By September 1, 2016	Draft Agreement in Principle completed
By December 31, 2016	Cities confirm Non-Binding Mutual Interest based on Agreement in Principle – See response form in Attachment G
By December 31, 2016	County provides draft contract – based on Agreement in Principle
January 2017	Cities and County meet; finalize cost allocation and contract changes based on cities providing non-binding intent to contract
By March 1, 2017	Cities provide notice to County of final intent to contract
By June 1, 2017	City Councils approve contract

- ☐ Attachment A: Summary of key provisions & changes from current ILA
- ☐ Attachment B: District map and city list
- ☐ Attachment C: Draft 2018 Estimated Payment Calculation (2 versions; 25 cities, 3 districts (reflects status quo) and a version with 24 cities (Kirkland not included in regional model)
- ☐ Attachment D: Benefits of Regional System
- ☐ Attachment E: Draft RASKC PowerPoint – Briefing
- ☐ Attachment F: Appendix – draft of AIP Contract sections – Tracked Changes version
- ☐ Attachment G: Appendix – draft of AIP Contract sections – Accepted Changes version
- ☐ Attachment H: Non-binding Mutual Interest response form

Regional Animal Services of King County – 2018 ILA
Summary of Key Provisions and changes from current ILA
Attachment A

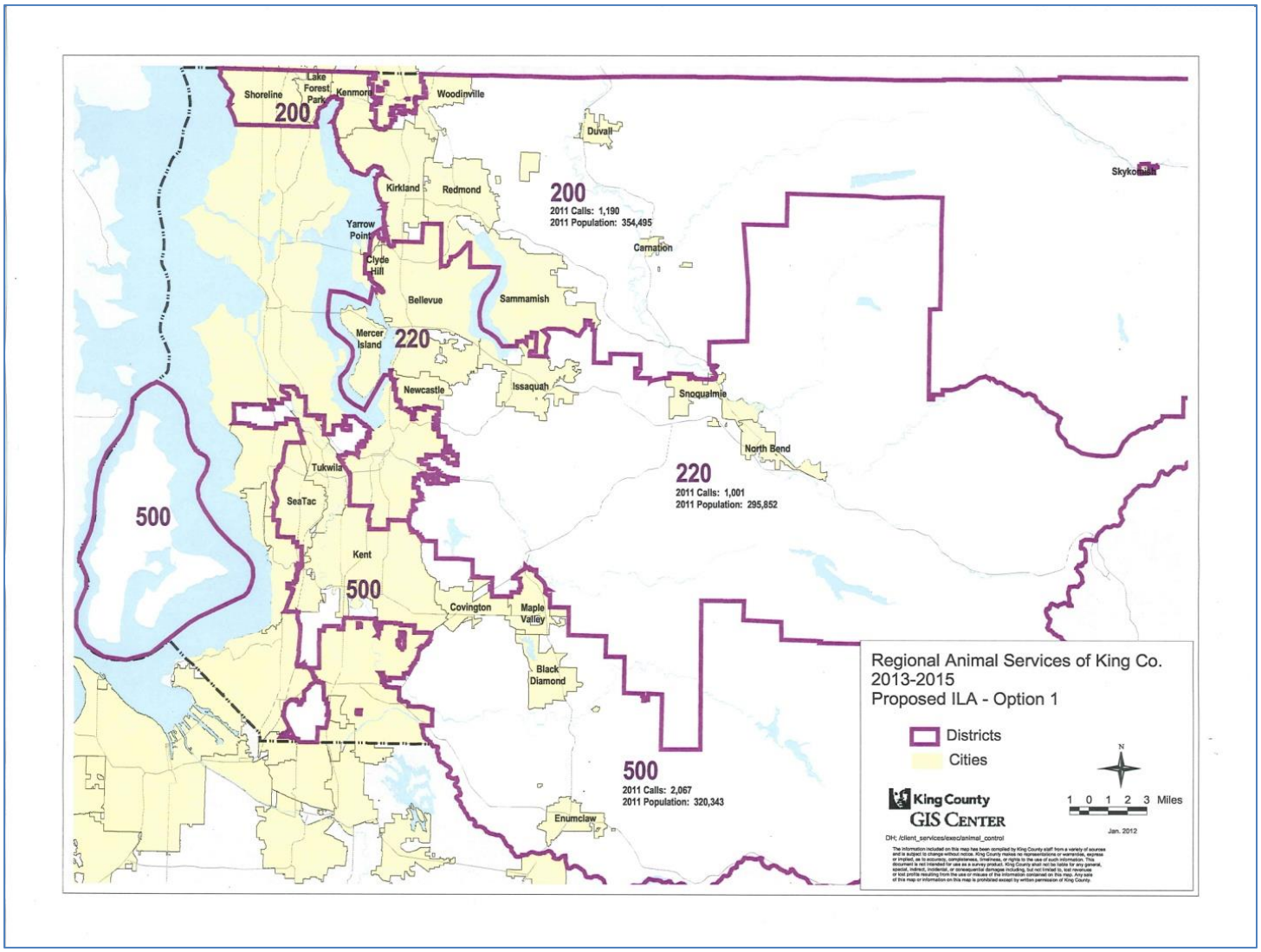
Contract section	Changes from 2016-2017 ILA
1.Definitions	To be updated by 12/31/16
2. Services Description	No changes
Exhibit A = Description of Services	No changes
Exhibit B = Control Districts & map	No changes
Exhibit E – (Optional) Enhanced Services)	No changes
3. City Obligations (code adoption Authorization, Cooperation/Licensing Support)	Updated service start date to January 1, 2018
4. Term	5 year term Additional five year automatic extension Opt out of automatic extension by providing notice by June 30, 2021 Limited Re-Opener Upon Notice of Termination, if any city or cities opts out of the second term, and the resulting cost impact to any remaining party is not estimated to exceed 10%, the Agreement shall automatically extend for a second five year term, to December 31, 2027. Latecomers, allowed prior to the termination or expiration of Agreement, but only if the additional party will not cause an increase any City's net costs payable to the County or decrease in services provided under this Agreement.
5. Compensation	3 year rolling averages for usage Eliminate preliminary estimating One payment/year Retain shelter credits (no Transition or Licensing support credits) Jurisdiction revenue in excess of jurisdictions costs –used to reduce County GF expenses – regional model support expenses – not charged to model
Exhibit C – Calculation of Estimated Payments	To be updated to reflect changes noted above
Exhibit C-1 2018 Estimated Payment Calculation	To be updated to reflect changes noted above
Exhibit C-2 Population, Calls for Service and Licensing Data for Jurisdictions – Used to Derive 2018 Payment Calculation	To be updated to reflect changes noted above
Exhibit C-3 Calculation of Budgeted Allocable Costs, Budgeted Total Non-Licensing Revenue and Budgeted Net Allocable Costs	To be updated to reflect changes noted above

Regional Animal Services of King County – 2018 ILA
Summary of Key Provisions and changes from current ILA
Attachment A

Contract section	Changes from 2016-2017 ILA
Exhibit C-4 Calculation and Allocation of Funding Credit, Shelter Credit and Estimated New reginal Revenue	To be updated to reflect changes noted above Remove references to Transition Funding Credits (removed) Remove references to New Regional Revenue
~~Exhibit C-5 Licensing Revenue Support~~	Deleted
Exhibit C-6 Summary of calculation Periods for Use and Population Components	To be updated to reflect changes noted above
Exhibit C-7 Payment and Calculation Schedule	To be updated to reflect changes noted above
6. Reconciliation	No changes
Exhibit D Reconciliation	To be updated/revised
7. Regional Revenue Generation and Licensing Revenue Support	Remove references to New Regional Revenue Remove Licensing Credits (& Licensing Support Cities references)
Exhibit C-5 Licensing Revenue Support	To be Deleted
Exhibit F – (optional) Licensing Support	Update to reflect changes noted above, including removing reference to Exhibit C-5
8. Mutual Covenants/Independent Contractor	No changes
9. Indemnification and Hold Harmless	No changes
10. Dispute Resolution	No changes
11. Joint City County Committee and Collaborative Initiatives	Focus on revenues and costs and program service lines (removed specific initiatives topics list "a-q")
12. Reporting	No changes
13. Amendments	No changes
14. General Provisions	No changes
~~15. Terms to Implement Agreement~~	Delete from ILA – not applicable for this ILA
15. ~~16.~~ Administration	No changes (section numbering revised)

Regional Animal Services of King County
Attachment B

RASKC Jurisdiction Map



RASKC Partner City List

District 200 (North)	District 220 (East)	District 500 (South)
Carnation	Town of Beaux Arts	Black Diamond
Duvall	Bellevue	Covington
Kenmore	Clyde Hill	Enumclaw
Kirkland	Issaquah	Kent
Lake Forest Park	Mercer Island	Maple Valley
Redmond	Newcastle	Seatac
Sammamish	North Bend	Tukwila
Shoreline	Snoqualmie	
Woodinville	Yarrow Point	
All the districts include the surrounding unincorporated King County		

2018 Estimated Payment Calculation - Kirkland Included

Jurisdiction	Cost Allocation Field Cost (a)	Shelter Cost (b)	Licensing Cost (c)	Total Cost a+b+c = (d)	Pet Licensing Revenue* (e)	Estimated Net Cost e - d = (f)	Credits (g)	Licensing Support (h)	Net Final Cost f + g + h = (i)
Beaux Arts	$ 424	$ 177	$ 269	$ 870	$1,211	$ 341	$ -		$ 341
Bellevue	$ 155,321	$ 179,570	$ 89,947	$ 424,838	$357,953	$ (66,885)	$ -		$ (66,885)
Black Diamond	$ 8,950	$ 15,908	$ 4,036	$ 28,894	$17,226	$ (11,668)	$ 4,028		$ (7,640)
Burien	$ -	$ -	$ -	$ -	$0	$ -	$ -	$ -	$ -
Carnation	$ 3,889	$ 4,738	$ 1,569	$ 10,196	$7,870	$ (2,326)	$ 552		$ (1,774)
Clyde Hill	$ 2,614	$ 2,416	$ 1,991	$ 7,021	$7,405	$ 384	$ -		$ 384
Covington	$ 61,591	$ 120,422	$ 15,315	$ 197,329	$81,574	$ (115,755)	$ 64,918	$ -	$ (50,837)
Duvall	$ 11,297	$ 12,892	$ 6,071	$ 30,261	$25,214	$ (5,047)	$ -		$ (5,047)
Enumclaw	$ 35,642	$ 54,731	$ 8,910	$ 99,283	$43,207	$ (56,076)	$ 30,892		$ (25,184)
Issaquah	$ 70,798	$ 44,131	$ 18,577	$ 133,506	$69,893	$ (63,613)	$ -		$ (63,613)
Kenmore	$ 38,167	$ 13,190	$ 16,817	$ 68,174	$84,099	$ 15,925	$ -		$ 15,925
Kent	$ 308,279	$ 842,608	$ 70,788	$ 1,221,676	$295,847	$ (925,829)	$ 546,401	$ -	$ (379,428)
Kirkland	$ 94,915	$ 108,356	$ 67,598	$ 270,870	$284,330	$ 13,460	$ -		$ 13,460
Lake Forest Park	$ 19,827	$ 7,647	$ 11,240	$ 38,714	$43,421	$ 4,707	$ -		$ 4,707
Maple Valley	$ 61,885	$ 83,899	$ 19,006	$ 164,790	$91,004	$ (73,786)	$ 15,100	$ -	$ (58,686)
Mercer Island	$ 19,338	$ 24,308	$ 14,577	$ 58,223	$55,062	$ (3,161)	$ -		$ (3,161)
Newcastle	$ 21,597	$ 16,273	$ 6,745	$ 44,615	$33,673	$ (10,942)	$ -	$ -	$ (10,942)
North Bend	$ 17,534	$ 17,246	$ 5,873	$ 40,653	$25,835	$ (14,818)	$ 1,376		$ (13,442)
Redmond	$ 57,136	$ 71,020	$ 33,636	$ 161,792	$123,223	$ (38,569)	$ -		$ (38,569)
Sammamish	$ 51,061	$ 61,101	$ 39,793	$ 151,955	$171,741	$ 19,786	$ -		$ 19,786
SeaTac	$ 95,573	$ 222,361	$ 13,510	$ 331,443	$46,624	$ (284,819)	$ 135,808		$ (149,011)
Shoreline	$ 99,188	$ 32,496	$ 37,976	$ 169,660	$142,533	$ (27,127)	$ -		$ (27,127)
Snoqualmie	$ 16,650	$ 19,289	$ 8,081	$ 44,020	$31,235	$ (12,785)	$ -		$ (12,785)
Tukwila	$ 65,859	$ 160,373	$ 9,558	$ 235,791	$32,175	$ (203,616)	$ 99,539		$ (104,077)
Woodinville	$ 14,073	$ 6,837	$ 7,864	$ 28,774	$31,495	$ 2,721	$ -		$ 2,721
Yarrow Pt	$ 1,316	$ 615	$ 744	$ 2,675	$2,838	$ 163	$ -		$ 163
Unincorp. King County	$ 631,202	$ 913,145	$ 216,112	$ 1,760,459	$ 851,559	$ (908,901)	$ -		$ (908,901)
Total	$ 1,964,128	$ 3,035,749	$ 726,604	$ 5,726,481	$ 2,958,247	$ (2,768,235)	$ 898,614	$ -	$ (1,869,621)

Summary	Field Cost	Shelter Cost	Licensing Cost	Total Cost
Budgeted Total Allocable Cost	$ 2,131,128	$ 3,158,949	$ 806,604	$ 6,096,681
Budgeted Non-Licensing Reve	$ 167,000	$ 123,200	$ 80,000	$ 370,200
Budgeted New Regional Reve	$ -	$ -	$ -	$ -
Budgeted Net Allocable Cost	$ 1,964,128	$ 3,035,749	$ 726,604	$ 5,726,481

*Pet License assumption based on most favorable of 2015 Actual or the period August 1 2015 - July 31, 2016.

Burien in/out?	out
Kirkland in/out	in
Field Scenario	3d
	Status Quo

Regional Animal Services of King County - Estimated Cost Allocation for September 1, 2016 AIP

Attachment C

2018 Estimated Payment Calculation - Kirkland Not Included

Jurisdiction	Cost Allocation				Pet Licensing Revenue*	Estimated Net Cost	Credits	Licensing Support	Net Final Cost
	Field Cost	Shelter Cost	Licensing Cost	Total Cost					
	(a)	(b)	(c)	a+b+c = (d)	(e)	e - d = (f)	(g)	(h)	f + g + h = (i)
Beaux Arts	$ 424	$ 193	$ 296	$ 913	$1,211	$ 298	$ -		$ 298
Bellevue	$ 155,400	$ 189,373	$ 98,823	$ 443,596	$357,953	$ (85,643)	$ -		$ (85,643)
Black Diamond	$ 8,955	$ 16,466	$ 4,439	$ 29,860	$17,226	$ (12,634)	$ 4,028		$ (8,606)
Burien	$ -	$ -	$ -	$ -	$0	$ -	$ -	$ -	$ -
Carnation	$ 4,807	$ 4,926	$ 1,725	$ 11,459	$7,870	$ (3,589)	$ 552		$ (3,037)
Clyde Hill	$ 2,615	$ 2,593	$ 2,188	$ 7,396	$7,405	$ 9	$ -		$ 9
Covington	$ 61,623	$ 124,115	$ 16,838	$ 202,576	$81,574	$ (121,002)	$ 64,918	$ -	$ (56,084)
Duvall	$ 13,996	$ 13,496	$ 6,675	$ 34,168	$25,214	$ (8,954)	$ -		$ (8,954)
Enumclaw	$ 35,660	$ 56,521	$ 9,794	$ 101,976	$43,207	$ (58,769)	$ 30,892		$ (27,877)
Issaquah	$ 70,834	$ 46,553	$ 20,397	$ 137,785	$69,893	$ (67,892)	$ -		$ (67,892)
Kenmore	$ 47,244	$ 14,375	$ 18,485	$ 80,105	$84,099	$ 3,994	$ -		$ 3,994
Kent	$ 308,436	$ 868,194	$ 77,740	$ 1,254,371	$295,847	$ (958,524)	$ 546,401	$ -	$ (412,123)
Kirkland	$ -	$ -	$ -	$ -	$0	$ -	$ -		$ -
Lake Forest Park	$ 24,563	$ 8,334	$ 12,359	$ 45,256	$43,421	$ (1,835)	$ -		$ (1,835)
Maple Valley	$ 61,916	$ 86,924	$ 20,892	$ 169,732	$91,004	$ (78,728)	$ 15,100	$ -	$ (63,628)
Mercer Island	$ 19,348	$ 25,820	$ 16,013	$ 61,181	$55,062	$ (6,119)	$ -		$ (6,119)
Newcastle	$ 21,608	$ 17,102	$ 7,409	$ 46,119	$33,673	$ (12,446)	$ -	$ -	$ (12,446)
North Bend	$ 17,543	$ 17,925	$ 6,458	$ 41,926	$25,835	$ (16,091)	$ 1,376		$ (14,715)
Redmond	$ 71,131	$ 75,106	$ 36,936	$ 183,173	$123,223	$ (59,950)	$ -		$ (59,950)
Sammamish	$ 63,675	$ 64,969	$ 43,721	$ 172,365	$171,741	$ (624)	$ -		$ (624)
SeaTac	$ 95,621	$ 228,918	$ 14,828	$ 339,367	$46,624	$ (292,743)	$ 135,808		$ (156,935)
Shoreline	$ 122,732	$ 35,417	$ 41,733	$ 199,881	$142,533	$ (57,348)	$ -		$ (57,348)
Snoqualmie	$ 16,658	$ 20,270	$ 8,878	$ 45,806	$31,235	$ (14,571)	$ -		$ (14,571)
Tukwila	$ 65,893	$ 165,083	$ 10,491	$ 241,466	$32,175	$ (209,291)	$ 99,539		$ (109,752)
Woodinville	$ 17,470	$ 7,452	$ 8,641	$ 33,563	$31,495	$ (2,068)	$ -		$ (2,068)
Yarrow Pt	$ 1,317	$ 670	$ 818	$ 2,804	$2,838	$ 34	$ -		$ 34
Unincorp. King County	$ 655,657	$ 945,151	$ 237,638	$ 1,838,447	$ 851,559	$ (986,888)	$ -		$ (986,888)
Total	$ 1,965,128	$ 3,035,949	$ 724,213	$ 5,725,290	$ 2,673,917	$ (3,051,374)	$ 898,614	$ -	$ (2,152,760)

Summary	Field Cost	Shelter Cost	Licensing Cost	Total Cost
Budgeted Total Allocable Cost	$ 2,126,128	$ 3,154,149	$ 801,213	$ 6,081,490
Budgeted Non-Licensing Reve	$ 161,000	$ 118,200	$ 77,000	$ 356,200
Budgeted New Regional Reve	$ -	$ -	$ -	$ -
Budgeted Net Allocable Cost	$ 1,965,128	$ 3,035,949	$ 724,213	$ 5,725,290

*Pet License assumption based on most favorable of 2015 Actual or the period August 1 2015 - July 31, 2016.

Burien in/out?	out
Kirkland in/out	out
Field Scenario	3d
	Valid Scenario

Benefits of a Regional Animal Services System

Attachment D

Effective and Efficient Service

- Provide ***equity of service,*** consistent level of service, common regulatory approach, and support humane animal care across the region.
- ***Centralization efficiency and effectiveness*** in:
    - Serving as a ***single access point for residents*** for animal related issues
    - Providing a ***centralized database*** of historical and current information, regarding residents, location and animal data related to pet licensing and animal control activities
    - An economy of scale to provide a full range of services and the ability to respond to large scale issues, efficiency in operations, database administration, staff training, etc.
- ***Reducing demands on individual jurisdictions***:
    - ***Communications*** from the media, advocacy groups and other interested parties on animal issues (e.g. public disclosure requests)
    - ***Local police agencies to focus on traditional law enforcement*** instead of civil animal nuisances and offenses
    - ***Local court systems do not deal with animal related civil appeal processes***
    - ***Local jurisdictions are not involved in court proceedings*** for Superior Court appeals of actions or lawsuit response
- Builds ***economies of scale*** to provide a full range of services, making it less expensive to develop operations, training, licensing and care programs than it would be for cities to duplicate similar levels of services at the local level.
- Supports ***low-cost spay and neuter programs*** which are key to reducing the population of homeless animals and thus reducing the costs of the system over time.
- Use of ***volunteers and partnerships*** with private animal welfare groups increases humane animal treatment with minimal public cost. In 2015, volunteers contributed over 90,000 hours of support to the County animal services system as foster parents or providing direct adoptable animal care, equivalent to 45 FTEs.

Customer Service

- Provides a ***single access point for residents*** seeking animal control help.
- A regional, ***uniform pet licensing program*** that is easier for the public to access and understand, with a broad range of accompanying services to encourage licensing; marketing, partnering with third parties to encourage license sales, and database management.
- ***Online licensing sales increase the ease of compliance*** for pet owners.
- ***Pet Adoption Center is open and provides lost pet and adoption services 7 days a week.***

Benefits of a Regional Animal Services System

Attachment D

Public Health and Safety

- Provides the ability to identify and ***respond to public health issues related to animals***, such as rabies, on a regional basis and ***coordinate activities with Seattle King County Public Health***
- ***Reduces animal health and public health threats*** through routine vaccination of animals before release (e.g. Rabies).
- ***Scale provides capacity to handle unusual and multi-jurisdictional events*** involving animals that often require specialized staff, such as: cruelty investigations, animal hoarding, loose livestock, dog-fighting, animal necropsies and quarantine, holding of animals seized in criminal cases and retrieval of deceased animals from the communities.
- ***Provides consistent and knowledgeable field services to over 5,300 callers per year***. Calls are dispatched on a prioritized basis. Emergency response field services are available 24 hours per day.

Animal Welfare

- Animals find new homes and are not euthanized for capacity. ***Euthanasia*** rates have been reduced down to ***12% in 2015***, an amazing accomplishment for a public shelter.
- Engages hundreds of animal loving residents through ***the foster home program and other volunteer programs*** (on-site and adoption events).
- ***Provides regional response to animal cruelty cases*** working closely with jurisdictional law enforcement.
- Provides ***regional preparedness planning*** and coordination with the King County Office of Emergency Management for emergency and disaster response.
- ***Provides regional capacity for seasonal events*** (annual new born kitten season).
- The RASKC Benefit donation fund allows county employees and ***private donors to contribute to the extraordinary care*** of animals—these services, such as veterinary specialists or orthopedic surgery, are typically not publicly funded and are not usually available in publicly funded animal service programs.



Regional Animal Services of King County

2018 Inter-local Agreement

Introduction – Presentation Overview

I. Overview of Regional Animal Services

II. Overview of current (2015-2017) ILA

III. 2018 ILA – Agreement in Principle (changes from current ILA)

IV. Timeline

I. Overview

OVERVIEW, BENEFITS AND SERVICES

Overview

- Regional Animal Services of King County (RASKC) serves 25 cities and unincorporated King County
  - 1 million residents
  - Estimated 500k animals
  - 1100 square miles
- RASKC mission: “Provide King County with sustainable, cost effective services that protect people and animals, while providing humane animal care.”
- Current ILA (is a 2 year extension of 2013-2015 ILA; covering 2016 and expires at the end of 2017)
- RASKC provides for 3 core services and ancillary support for regional program
- Core Services
  - Field Services
  - Shelter Services
  - Licensing Services
- Ancillary support of the regional program include;
  - Responding to (300+ annual) public disclosure requests;
  - Responding to media and constituent inquiries and requests;
  - Adjudicating civil infractions;
  - Conducting animal cruelty investigations
  - (See “Benefits of Regional Animal Services Program” for more information)

Benefits of a Regional Animal Service System

Effective and Efficient Service

- Provide equity of service, consistent level of service, common regulatory approach, and support humane animal care across the region.
- Centralization efficiency and effectiveness in:
  - Serving as single access point for residents for animal related issues
  - Providing a centralized database of historical and current information, regarding residents, location and animal data related to pet licensing and animal control activities
  - An economy of scale to provide a full range of services and the ability to respond to large scale issues, efficiency in operations, database administration, staff training, etc.
- Reducing demands on individual jurisdictions:
  - Communications from the media, advocacy groups and other interested parties on animal issues (e.g. public disclosure requests)
  - Local police agencies to focus on traditional law enforcement instead of civil animal nuisances and offenses
  - Local court systems do not deal with animal related civil appeal processes
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- Builds economies of scale to provide a full range of services, making it less expensive to develop operations, training, licensing and care programs than it would be for cities to duplicate similar levels of services at the local level.
- Supports low-cost spay and neuter programs which are key to reducing the population of homeless animals and thus reducing the costs of the system over time.
- Use of volunteers and partnerships with private animal welfare groups increases humane animal treatment with minimal public cost. In 2015, volunteers contributed over 90,000 hours of support to the County animal services system as foster parents or providing direct adoptable animal care, equivalent to 45 FTEs.

Benefits of a Regional Animal Services System

Customer Service

- Provides a single access point for residents seeking animal control help
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- Online licensing sales increase the ease of compliance for pet owners
- Pet Adoption Center is open and provides lost pet and adoption services 7 days a week

Benefits of a Regional Animal Services System

Public Health and Safety

- Provides the ability to identify and respond to public health issues related to animals, such as rabies, on a regional basis and coordinate activities with Seattle King County Public Health
- Reduces animal health and public health threats through routine vaccination of animals before release (e.g. Rabies)
- Scale provides capacity to handle unusual and multi-jurisidictional events involving animals that often require specialized staff, such as : cruelty investigations, animal hoarding, loose livestock, dog-fighting, animal necropsies and quarantine, holding of animals seized in criminal cases and retrieval of deceased animals from the communities.
- Provides consistent and knowledgeable field services to over 5,300 callers per year. Calls are dispatched on a prioritized basis. Emergency response field services are available 24 hours per day.

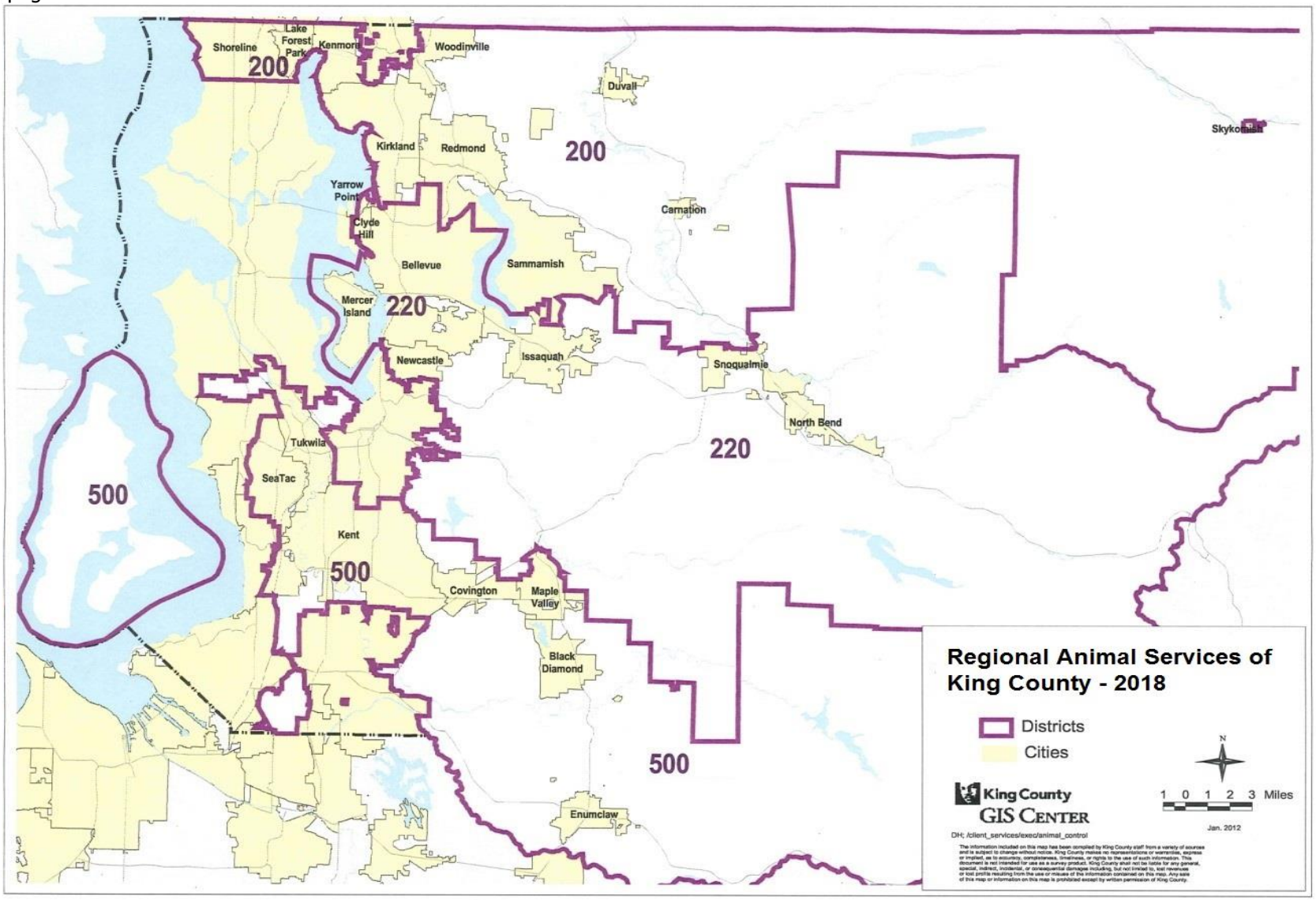
Benefits of a Regional Animal Services System

Animal Welfare

- Animals find new homes and are not euthanized for capacity. Euthanasia rates have been reduced down to 12% in 2015, an amazing accomplishment for a public shelter.
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- Provides regional capacity for seasonal events (annual new born kitten season)
- The RASKC Benefit donation fund allows county employees and private donors to contribute to the extraordinary care of animals – these services, such as veterinary specialists or orthopedic surgery, are typically not publicly funded and are not unusually available in publicly funded service programs.

Services: Field

- 3 districts; North, East, South (see map)
- 5,000 calls/year
- Prioritized (1-6)calls for response
  - Priority 1 emergent threat to human
  - Priority 2 emergent threat to animal
  - Priority 3 potential threat (human or animal)
  - Priority 4 non-emergency
  - Priority 5 nuisance
  - Priority 6 (Informational only – not included for cost allocation)


Shoreline
Lake Forest Park
Kenmore
Woodinville
Duvall
Skykomish
200
Kirkland
Redmond
Yarrow Point
Clyde Hill
Carnation
Bellevue
Sammamish
Mercer Island
220
Newcastle
Issaquah
Snoqualmie
North Bend
Tukwila
SeaTac
500
Kent
Covington
Maple Valley
Black Diamond
Enumclaw
Regional Animal Services of King County - 2018
Districts
Cities
N
King County GIS Center
1 0 1 2 3 Miles
Jan. 2012
DH; /client_services/exec/animal_control

RASKC Partner City List

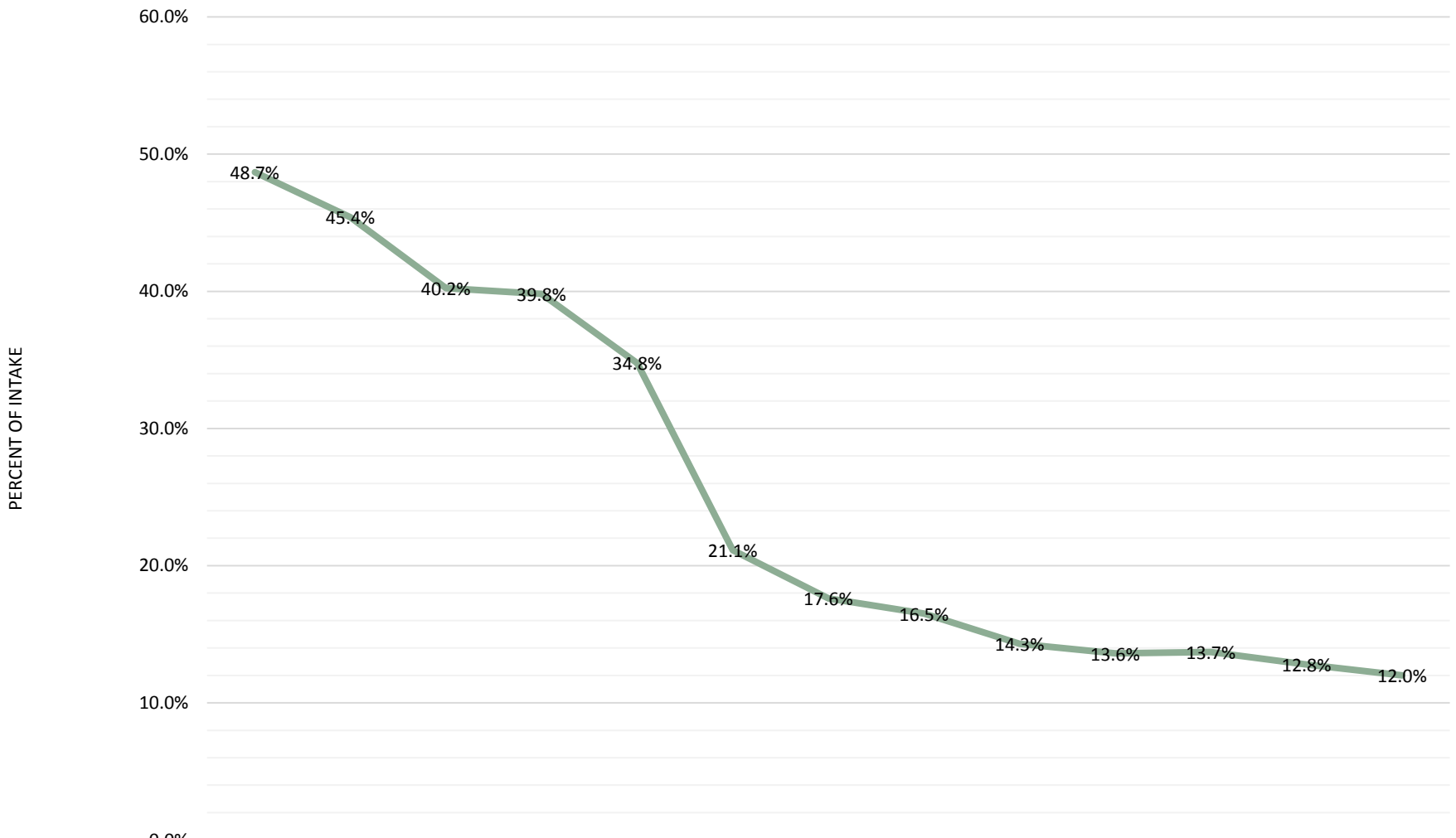
District 200 (North)	District 220 (East)	District 500 (South)
Carnation	Town of Beaux Arts	Black Diamond
Duvall	Bellevue	Covington
Kenmore	Clyde Hill	Enumclaw
Kirkland	Issaquah	Kent
Lake Forest Park	Mercer Island	Maple Valley
Redmond	Newcastle	SeaTac
Sammamish	North Bend	Tukwila
Shoreline	Snoqualmie	
Woodinville	Yarrow Point	

All the districts include the surrounding unincorporated King County

Services: Shelter

- General care, cleaning, medical care and nourishment of animals
- Services provided year round
- Shelter supported by more than 500 volunteers; thousands of hours of support
- 1,200 animals (2015) placed in foster care homes
- Shelter Euthanasia rate at all time low (2015 = 12.0%)

Shelter Euthanasia Rate - KCAC & RASKC



	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015
Euthanasia Rate	48.7%	45.4%	40.2%	39.8%	34.8%	21.1%	17.6%	16.5%	14.3%	13.6%	13.7%	12.8%	12.0%

Services: Licensing

- Operations and maintenance of unified system to license pets
- 100k pets licensed in program
- 450 contract sales partners
- Partner with city's on marketing
  - Community events
  - Mailing programs
  - Robust web and social media presence
  - Neighborhood marketing (canvassing)
  - 2015 $1 expenditure on canvassing; returned $2.02

II. Current ILA

2015-2017

RASKC Projected Revenue Sources

Revenue Source	Amount
Pet Licensing Revenue	$5,599,872
Pet Licensing Late Fees	$160,000
Animal Adoption Fees	$150,000
Animal Business Licensing	$3,000
Civil Penalties/Pet License Fines	$220,000
Miscellaneous Fees	$238,800
City Payment for Services	$1,589,000
City Rebate	($6,000)
Enhanced Services	$511,226
General Fund	$5,262,000
Animal Bequest Fund (Donations)	$280,000
Total Revenues	$14,007,898

Overview of County Contribution to RASKC Program

- $5.26 million County General Fund support for animal services as follows in the 2015-2016 budget:
  - $1.6 million KC expense as a member/user of services (approximately 1/3 of all intakes, calls and licenses sold are Uninc. KC).
  - $3.6 million KC expense to support the program in two areas:
    - $1.8 million KC sponsored support of primarily high shelter intake cities from south KC.; and
    - $1.8 million KC funded items not included in RASKC model for:
      a. enhancing the shelter outcomes of animals and supporting the low euthanasia goal of RASKC
      b. county central service rates/expenses increased outside of model 2015/2016

ILA cost allocation model

- Services provided under the contract are divided into three categories: control (officers responding to events in the field); shelter; and licensing.
- Cities must purchase all three services. Costs of animal services are allocated among the parties based on two factors: population (20%) and system use (80%).
- All pet licensing revenues are credited to the jurisdiction in which they are generated as an offset against costs otherwise payable, except that revenues received in excess of costs are redistributed within the system to benefit all parties.

ILA cost allocation model: Control Services

- **Control Services** costs are shared by the 3 geographic Control Districts, with 25% allocated each to Districts 200 and 220 and 50% to District 500. Each Contracting Party located within a Control District is allocated a share of Control District costs based 80% on the Party's relative share of total Calls for Service within the Control District and 20% on its relative share of total population within the Control District.

ILA cost allocation model: Shelter Services

- **Shelter Services** costs are allocated among all Contracting Parties based 20% on their relative population and 80% on the total shelter intake of animals attributable to each Contracting Party, except that Cities contracting for shelter services with PAWS pay only a population-based charge.

ILA cost allocation model: Licensing Services

- **Licensing Services** costs are allocated among all Contracting Parties based 20% on their relative population and 80% on the number of licenses issued to residents of each Contracting Party.

2016 Payment Calculation for Jurisdictions (A-I)

	Field Cost (a)	Shelter Cost (b)	Licensing Cost (c)	Total Cost a + b + c = (d)	Pet Lic. Rev. (e)	Credit (f)	Licensing Support (g)	Net Final Cost d – e – f - g = (h)
Total budgeted net allocable cost	**$1,781,768**	**$2,901,014**	**$662,019**	**$5,344,801**	**$2,871,462**	**$898,614**	**$167,599**	**$1,407,127**
Beaux Arts	$698	$172	$244	$1,115	$1,005	--	--	$110
Bellevue	$134,005	$180,680	$83,122	$397,807	$352,493	--	--	$45,314
Black Diamond	$8,453	$12,234	$3,743	$24,430	$16,997	$ 4,472	--	$2,961
Carnation	$3,418	$4,097	$1,535	$9,051	$6,932	$552	--	$1,567
Clyde Hill	$3,024	$1,735	$1,857	$6,616	$7,686	--	--	($1,070)
Covington	$52,812	$120,512	$12,283	$185,607	$79,714	$41,479	$10,000	$54,414
Duvall	$11,971	$18,951	$5,528	$36,450	$24,497	--	--	$11,953
Enumclaw	$33,213	$43,229	$8,300	$84,742	$39,931	$39,595	--	$5,216
Issaquah	$65,919	$38,177	$16,698	$120,794	$68,117	--	--	$52,677

2016 Payment Calculation for Jurisdictions (A-I)

	Field Cost (a)	Shelter Cost (b)	Licensing Cost (c)	Total Cost a + b + c = (d)	Pet Lic. Rev. (e)	Credit (f)	Licensing Support (g)	Net Final Cost d – e – f - g = (h)
Total budgeted net allocable cost	**$1,781,768**	**$2,901,014**	**$662,019**	**$5,344,801**	**$2,871,462**	**$898,614**	**$167,599**	**$1,407,127**
Beaux Arts	$698	$172	$244	$1,115	$1,005	--	--	$110
Bellevue	$134,005	$180,680	$83,122	$397,807	$352,493	--	--	$45,314
Black Diamond	$8,453	$12,234	$3,743	$24,430	$16,997	$ 4,472	--	$2,961
Carnation	$3,418	$4,097	$1,535	$9,051	$6,932	$552	--	$1,567
Clyde Hill	$3,024	$1,735	$1,857	$6,616	$7,686	--	--	($1,070)
Covington	$52,812	$120,512	$12,283	$185,607	$79,714	$41,479	$10,000	$54,414
Duvall	$11,971	$18,951	$5,528	$36,450	$24,497	--	--	$11,953
Enumclaw	$33,213	$43,229	$8,300	$84,742	$39,931	$39,595	--	$5,216
Issaquah	$65,919	$38,177	$16,698	$120,794	$68,117	--	--	$52,677

2016 Payment Calculation for Jurisdictions (S-Z)

	Field Cost (a)	Shelter Cost (b)	Licensing Cost (c)	Total Cost a + b + c = (d)	Pet Lic. Rev. (e)	Credit (f)	Licensing Support (g)	Net Final Cost d – e – f – g = (h)
Total budgeted net allocable cost	**$1,781,768**	**$2,901,014**	**$662,019**	**$5,344,801**	**$2,871,462**	**$898,614**	**$167,599**	**$1,407,127**
Sammamish	$48,403	$57,096	$36,219	$141,718	$152,390	--	--	($10,672)
SeaTac	$86,299	$197,573	$12,202	$296,074	$44,986	$124,053	--	$127,035
Shoreline	$91,763	$31,311	$34,459	$157,533	$137,770	--	--	$19,763
Snoqualmie	$14,154	$17,817	$7,467	$39,438	$31,309	--	--	$8,129
Tukwila	$58,086	$143,671	$8,767	$210,524	$32,879	67,242	--	$110,403
Unincorporated King County	$569,010	$844,496	$197,417	$1,610,923	$868,367	--	--	$742,556
Woodinville	$11,152	$6,458	$7,007	$24,617	$30,428	--	--	($5,811)
Yarrow Point	$606	$586	$665	$1,857	$2,903	--	--	($1,046)

III. Changes from Current ILA

2018

Summary of changes from 2016-2017 ILA

Services and Districts to remain the same

Cost allocation methodology to remain the same (80% based on service usage, 20% based on jurisdiction population; Note: usage is to be based on a 3 year rolling average

5 year term (effective January 1, 2018 – through December 31, 2022)

Additional five year automatic extension; Opt out of automatic extension by providing notice by June 30, 2021

Limited Re-Opener upon Notice of Termination, if any city or cities opts out of the second term, and the resulting cost impact to any remaining party is not estimated to exceed 10%, the Agreement shall automatically extend for a second five year term, to December 31, 2027 subject to agreement adjusting the ILA as necessary based on parties departing the system.

Summary of changes from 2016-2017 ILA

Latecomers, allowed prior to the termination or expiration of Agreement, but only if the additional party will not cause an increase any City's net costs payable to the County or decrease in services provided under this Agreement.

Retain shelter credits (no Transition or Licensing support credits)

Jurisdiction revenue in excess of jurisdictions costs –used to reduce regional model support expenses (County General Fund expenses that are not charged to model)

Note: Kirkland has indicated a likelihood of departing the regional model – so we have provided two cost estimates – one with Kirkland remaining in the model and one with Kirkland departing the regional system. King County will continue to work with city partners to mitigate cost impacts of Kirkland potentially departing the system. Our next scheduled negotiations meeting is September 21, 2016.

Summary of changes from 2016-2017 ILA

- ILA consists of 16 “contract sections”
  - 8 sections are more proforma / boiler plate
  - 8 sections are core / substantive
- Section 2: Services
  - No changes proposed
- Section 3: City Obligations
  - Change = current date added
- Section 4: Term
  - 5 year term; extension, reopener, latecomers
- Section 5: Compensation
  - 3 year rolling averages for usage, eliminate preliminary estimating, one payment per year, retain sheltering credits, excess revenues flow to County GF support costs – for expense not included in regional model costs to cities.

Summary of changes from 2016-2017 ILA

- Section 6: Reconciliation
  - No changes
- Section 7: Regional Revenue and Licensing Revenue Support
  - Remove references to “New regional Revenue” remove Licensing Credits references
- Section 11: Joint City County Collaborative Initiatives
  - Remove specific’s “a-q”; add in focus on revenues, costs and services

Contract section	Changes from 2016-2017 ILA
1.Definitions	To be updated by 12/31/16
2. Services Description	No changes
Exhibit A = Description of Services	No changes
Exhibit B = Control Districts & map	No changes
Exhibit E – (Optional) Enhanced Services)	No changes
3. City Obligations (code adoption Authorization, Cooperation/Licensing Support)	Updated service start date to January 1, 2018
4. Term	5 year term Additional five year automatic extension Opt out of automatic extension by providing notice by June 30, 2021 Limited Re-Opener Upon Notice of Termination, if any city or cities opts out of the second term, and the resulting cost impact to any remaining party is not estimated to exceed 10%, the Agreement shall automatically extend for a second five year term, to December 31, 2027. Latecomers, allowed prior to the termination or expiration of Agreement, but only if the additional party will not cause an increase any City's net costs payable to the County or decrease in services provided under this Agreement.
5. Compensation	3 year rolling averages for usage Eliminate preliminary estimating One payment/year Retain shelter credits Excess revenue shared to reduce County GF item not in model
Exhibit C – Calculation of Estimated Payments	To be updated to reflect changes noted above
Exhibit C-1 2018 Estimated Payment Calculation	To be updated to reflect changes noted above
Exhibit C-2 Population, Calls for Service and Licensing Data for Jurisdictions – Used to Derive 2018 Payment Calculation	To be updated to reflect changes noted above
Exhibit C-3 Calculation of Budgeted Allocable Costs, Budgeted Total Non-Licensing Revenue and Budgeted Net Allocable Costs	To be updated to reflect changes noted above

E-page 50

Contract section	Changes from 2016-2017 ILA
Exhibit C-4 Calculation and Allocation of Funding Credit, Shelter Credit and Estimated New reginal Revenue	To be updated to reflect changes noted above Remove references to Transition Funding Credits (removed) Remove references to New Regional Revenue
Exhibit C-5 Licensing Revenue Support	Deleted
Exhibit C-6 Summary of calculation Periods for Use and Population Components	To be updated to reflect changes noted above
Exhibit C-7 Payment and Calculation Schedule	To be updated to reflect changes noted above
6. Reconciliation	No changes
Exhibit D Reconciliation	To be updated/revised
7. Regional Revenue Generation and Licensing Revenue Support	Remove references to New Regional Revenue Remove Licensing Credits (& Licensing Support Cities references)
Exhibit C-5 Licensing Revenue Support	To be Deleted
Exhibit F – (optional) Licensing Support	Update to reflect changes noted above, including removing reference to Exhibit C-5
8. Mutual Covenants/Independent Contractor	No changes
9. Indemnification and Hold Harmless	No changes
10. Dispute Resolution	No changes
11. Joint City County Committee and Collaborative Initiatives	Focus on revenues and costs and program service lines (removed specific initiatives topics list "a-q")
12. Reporting	No changes
13. Amendments	No changes
14. General Provisions	No changes
15. Terms to Implement Agreement	Delete from ILA

IV. Timeline

ILA CONTRACTING MILESTONES

Timeline: 2018 ILA Contracting Milestones

Date	Item Description
By September 1, 2016	Draft Agreement in Principle completed
By December 31, 2016	Cities confirm Non-Binding Mutual Interest based on Agreement in Principle
By December 31, 2016	County provides draft contract – based on Agreement in Principle
January 2017	Cities and County meet; finalize cost allocation and contract changes based on cities providing non-binding intent to contract
By March 1, 2017	Cities provide notice to County of final intent to contract
By June 1, 2017	City Councils approve contract

Questions

Regional Animal Services Interlocal Agreement for 2018 Through 2022

1. **Definitions.** Unless the context clearly shows another usage is intended, the following terms shall have these meanings in this Agreement:
    a. "**Agreement**" means this Animal Services Interlocal Agreement for 2018 Through 2022 between the Parties including any and all Exhibits hereto, unless the context clearly indicates an intention to reference all such Agreements by and between the County and other Contracting Cities.
    b. "**Animal Services**" means Control Services, Shelter Services and Licensing Services combined, as these services are described in **Exhibit A**. Collectively, "Animal Services" are sometimes referred to herein as the "**Program**."
    c. "**Enhanced Control Services**" are additional Control Services that the City may purchase under certain terms and conditions as described in **Exhibit E** (the **"**Enhance Control Services Contract").
    d. "**Contracting Cities**" means all cities that are parties to an Agreement.
    e. "**Parties**" means the City and the County.
    f. "**Contracting Parties**" means all Contracting Cities and the County[AN1].
    g. "**Control District**" means one of the three geographic areas delineated in **Exhibit B** for the provision of Animal Control Services.
    h. "**Service Year**" means the calendar year in which Animal Services are or were provided.
    i. "**Latecomer City**"means a city receiving animal services under an agreement with the County executed after January, 2018, per the conditions of Section 4.a.

[AN1]
Alberg, Norm
Definitions for Items g through j and l, will be provided in final contract language

Animal Services Interlocal Agreement for 2018 Through 2022

2. **Services Provided**. Beginning January 1, 2018, the County will provide the City with Animal Services described in **Exhibit A**. The County will perform these services consistent with governing City ordinances adopted in accordance with Section 3. In providing such Animal Services consistent with **Exhibit A**, the County will engage in good faith with the Joint City-County Committee to develop potential adjustments to field protocols; provided that, the County shall have sole discretion as to the staffing assigned to receive and dispatch calls and the manner of handling and responding to calls for Animal Service. Except as set forth in Section 9 (Indemnification and Hold Harmless), services to be provided by the County pursuant to this Agreement do not include services of legal counsel, which shall be provided by the City at its own expense.
    a. Enhanced Control Services**.** The City may request Enhanced Control Services by completing and submitting **Exhibit E** to the County. Enhanced Services will be provided subject to the terms and conditions described in **Exhibit E**, including but not limited to a determination by the County that it has the capacity to provide such services.

Animal Services Interlocal Agreement for 2018 Through 2022

3. City Obligations.

a. Animal Regulatory Codes Adopted. To the extent it has not already done so, the City shall promptly enact an ordinance or resolution that includes license, fee, penalty, enforcement, impound/ redemption and sheltering provisions that are substantially the same as those of Title 11 King County Code as now in effect or hereafter amended (hereinafter "the City Ordinance"). The City shall advise the County of any City animal care and control standards that differ from those of the County.

b. Authorization to Act on Behalf of City. Beginning January 1, 2018, the City authorizes the County to act on its behalf in undertaking the following:

   i. Determining eligibility for and issuing licenses under the terms of the City Ordinance, subject to the conditions set forth in such laws.

   ii. Enforcing the terms of the City Ordinance, including the power to issue enforcement notices and orders and to deny, suspend or revoke licenses issued thereunder.

   iii. Conducting administrative appeals of those County licensing determinations made and enforcement actions taken on behalf of the City. Such appeals shall be considered by the King County Board of Appeals unless either the City or the County determines that the particular matter should be heard by the City.

   iv. Nothing in this Agreement is intended to divest the City of authority to independently undertake such enforcement actions as it deems appropriate to respond to violations of any City ordinances.

c. Cooperation and Licensing Support. The City will assist the County in its efforts to inform City residents regarding animal codes and regulations and licensing requirements and will promote the licensing of pets by City residents through various means as the City shall reasonably determine, including but not limited to offering the sale of pet licenses at City Hall, mailing information to residents (using existing City communication mechanisms such as bill inserts or community newsletters) and posting a weblink to the County's animal licensing program on the City's official website. The City will provide to the County accurate and timely records regarding all pet license sales processed by the City. All proceeds of such sales shall be remitted to the County by the City on a quarterly basis (no later than each March 31, June 30, September 30, and December 31).

Animal Services Interlocal Agreement for 2018 Through 2022

4. Term. This Agreement shall be effective as of January 1, 2018 and shall remain in effect for an initial term ending on December 31, 2022. This Agreement shall automatically extend upon the same terms and conditions for an additional five year term thereafter (commencing January 1, 2023, and expiring on December 31, 2027), unless otherwise terminated as provided herein.

Latecomers. The County may sign an agreement with additional cities for provision of animal services prior to the termination or expiration of this Agreement, but only if the additional party will not cause an increase in the City's Estimated Net Final Cost, for cities with an Estimated Net Final Cost below zero ($0.00) and payable to the County or decrease the City's services provided under this Agreement.

a.

b. Termination and Notice of Termination**.** Any party may, without cause and in its sole discretion, determine not to renew this Agreement for a second term by providing written notice of its decision to the other parties no later June 30, 2021

2. **Limited Re-Opener Upon Notice of Termination**. If any city or cities opt out of the second term, and the resulting cost impact to any remaining party is not estimated to exceed 10%, the Agreement shall automatically extend for a second five year term, to December 31, 2027, with revised terms as needed to adjust the Agreement for the departing city or cities, agreed to in writing by the remaining parties, that substantially carry forward the levels of service and calculation of costs specified for the initial term. For purposes of determining the cost impact, "not estimated to exceed 10%" shall be determined based on the Estimated Animal Services Cost Allocation to the City (the cost allocation before revenue and credit off-sets) as noted in the Estimated Payment Calculation that includes the non-renewing city, compared to the Estimated Animal Services Cost Allocation to the City in the Estimated Payment Calculation that excludes the non-renewing city. If the parties do not reach agreement on such revised terms by March 1, 2022, the automatic extension is not effective, and this Agreement shall terminate at the end of the initial term.

a.

5. **Compensation.** The County will develop an Estimated Payment calculation for each Service Year using the formulas described in **Exhibit C**, and shall transmit the payment information to the City according to the schedule described below. The County will also calculate and inform the City as to the Reconciliation Adjustment Amount on or before June 30 of each year, as described in Section 6 below and **Exhibit D**, in order to reconcile the Estimated Payment made by the City.. The City will pay the Estimated Payment, and any applicable Reconciliation Adjustment Amounts as follows (a list of all payment-related notices and dates is included at **Exhibit C-7**):
    a. Service Year 2018: The County will provide the City with a calculation of the Estimated Payment amounts for Service Year 2018 on or before December 15, 2017, which shall be derived from the Estimated 2018 Payment Amount set forth on **Exhibit C-1**, adjusted if necessary based on the Contracting Cities and other updates to Calendar Year data in **Exhibit C-2**. The City will pay the County the Estimated Payment Amounts for Service Year 2018 on or before August 15, 2018. The Reconciliation Adjustment Amount for Service Year 2018 shall be paid by the City, or by the County if the calculation shows the City is entitled to receive a payment from the county, on or before August 15, 2019, as described in Section 6.
    b. Service Years after 2018.
        i. Estimated Payment Determined by December 15. The Estimated Payment amounts for the upcoming Service Year will be determined by the County following adoption of the County's budget and applying the formulas in **Exhibit C**.
        ii. Estimated Payment Due August 15**.** The City will pay the County the Estimated Payment Amount on or before August 15. .
        iii. The Reconciliation Adjustment Amount for the prior Service Year shall be paid on or before August 15 of the following calendar year, as described in Section 6.
        iv. If a Party fails to pay an Estimated Payment or Reconciliation Adjustment Amount within 15 days of the date owed, the Party owed shall notify the owing Party that they have ten (10) days to cure non-payment. If the Party fails to cure its nonpayment within this time period following notice, the amount owed shall accrue interest thereon at the rate of 1% per month from and after the original due date and, if the nonpaying Party is the City, the County at its sole discretion may withhold provision of Animal Services to the City until all outstanding amounts are paid. If the nonpaying Party is the County, the City may withhold future Estimated Payments until all

outstanding amounts are paid. Each Party may examine the other's books and records to verify charges.

v. Unless the Parties otherwise direct, payments shall be submitted to the addresses noted at Section 14.g.

c. Payment Obligation Survives Expiration or Termination of Agreement**.** The obligation of the City (or as applicable, the County), to pay an Estimated Payment Amount or Reconciliation Adjustment Amount for a Service Year included in the term of this Agreement shall survive the Expiration or Termination of this Agreement. For example, if this Agreement terminates on December 31, 2022, the Estimated 2022 Payment is nevertheless due on or before August 15, 2022, and the Reconciliation Adjustment Amount shall be payable on or before August 15, 2023.

d. The Parties agree the payment and reconciliation formulas in this Agreement (including all Exhibits) are fair and reasonable.

Animal Services Interlocal Agreement for 2018 Through 2022

6. **Reconciliation of Estimated Payments and Revenues.** In order that the Contracting Parties share costs of the regional Animal Services Program based on their actual, rather than estimated, licensing revenues, there will be an annual reconciliation. Specifically, on or before June 30 of each year, the County will reconcile amounts owed under this Agreement for the prior Service Year by comparing each Contracting Party's Estimated Payments to the amount derived by recalculating the formulas in **Exhibit C** using actual revenue data for such Service Period as detailed in **Exhibit D**. There will also be an adjustment if necessary to account for annexations of areas with a population of 2,500 or more and for changes in relative population shares of Contracting Parties' attributable to Latecomer Cities. The County will provide the results of the reconciliation to all Contracting Parties in writing on or before June 30. The Reconciliation Adjustment Amount will be paid on or before August 15 of the then current year, regardless of the prior termination of the Agreement as per Section 5.c

Animal Services Interlocal Agreement for 2018 Through 2022

7. Regional Revenue Generation and Licensing Revenue Support

a. The Parties intend that the provision of Animal Services becomes more financially sustainable over the term of this Agreement. The County will develop proposals designed to support this goal. The County will consult with the Joint City-County Committee on proposals to generate ~~significant~~ new revenues.

b. The Parties do not intend for the provision of Animal Services or receipt of such Services under this Agreement to be a profit-making enterprise. Where a Contracting Party receives revenues in excess of its costs under this Agreement (including costs of PAWS shelter service and Enhanced Control Service, if applicable), they will be reinvested in the Program to reduce the costs of other Contracting Parties and to improve service delivery..

c. Licensing Revenue Support.

i. ACity may request licensing revenue support from the County during the term of this agreement, by executing **Attachment A** to **Exhibit F**. The terms and conditions under which such licensing revenue support will be provided are further described at **Exhibit C-5** and **Exhibit F**. Provision of licensing revenue support during this agreement is ***subject to*** the County determining it has capacity to provide such services. Provision of licensing revenue support is further subject to the Parties executing a Licensing Support Contract (**Exhibit F**).

ii. In addition to other terms described in **Exhibit F**, receipt of licensing revenue support is subject to the recipient City providing in-kind services, including but not limited to: assisting in communication with City residents; publicizing any canvassing efforts the Parties have agreed should be implemented; assisting in the recruitment of canvassing staff, if applicable; and providing information to the County to assist in targeting its canvassing activities, if applicable.

8. **Mutual Covenants/Independent Contractor.** The Parties understand and agree that the County is acting hereunder as an independent contractor with the intended following results:
    a. Control of County personnel, standards of performance, discipline, and all other aspects of performance shall be governed entirely by the County;
    b. All County persons rendering service hereunder shall be for all purposes employees of the County, although they may from time to time act as commissioned officers of the City;
    c. The County contact person for the City staff regarding all issues arising under this Agreement, including but not limited to citizen complaints, service requests and general information on animal control services is the Manager of Regional Animal Services.

9. **Indemnification and Hold Harmless.**

    a. City Held Harmless. The County shall indemnify and hold harmless the City and its officers, agents, and employees, or any of them from any and all claims, actions, suits, liability, loss, costs, expenses, and damages of any nature whatsoever, by any reason of or arising out of any negligent act or omission of the County, its officers, agents, and employees, or any of them relating to or arising out of performing services pursuant to this Agreement. In the event that any such suit based upon such a claim, action, loss, or damages is brought against the City, the County shall defend the same at its sole cost and expense; provided that the City reserves the right to participate in said suit if any principle of governmental or public law is involved; and if final judgment in said suit be rendered against the City, and its officers, agents, and employees, or any of them, or jointly against the City and the County and their respective officers, agents, and employees, or any of them, the County shall satisfy the same.

    b. County Held Harmless. The City shall indemnify and hold harmless the County and its officers, agents, and employees, or any of them from any and all claims, actions, suits, liability, loss, costs, expenses, and damages of any nature whatsoever, by any reason of or arising out of any negligent act or omission of the City, its officers, agents, and employees, or any of them relating to or arising out of performing services pursuant to this Agreement. In the event that any suit based upon such a claim, action, loss, or damages is brought against the County, the City shall defend the same at its sole cost and expense; provided that the County reserves the right to participate in said suit if any principle of governmental or public

law is involved; and if final judgment be rendered against the County, and its officers, agents, and employees, or any of them, or jointly against the County and the City and their respective officers, agents, and employees, or any of them, the City shall satisfy the same.

c. Liability Related to City Ordinances, Policies, Rules and Regulations. In executing this Agreement, the County does not assume liability or responsibility for or in any way release the City from any liability or responsibility that arises in whole or in part as a result of the application of City ordinances, policies, rules or regulations that are either in place at the time this Agreement takes effect or differ from those of the County; or that arise in whole or in part based upon any failure of the City to comply with applicable adoption requirements or procedures. If any cause, claim, suit, action or administrative proceeding is commenced in which the enforceability and/or validity of any such City ordinance, policy, rule or regulation is at issue, the City shall defend the same at its sole expense and, if judgment is entered or damages are awarded against the City, the County, or both, the City shall satisfy the same, including all chargeable costs and reasonable attorney's fees.

d. Waiver Under Washington Industrial Insurance Act. The foregoing indemnity is specifically intended to constitute a waiver of each party's immunity under Washington's Industrial Insurance Act, Chapter 51 RCW, as respects the other party only, and only to the extent necessary to provide the indemnified party with a full and complete indemnity of claims made by the indemnitor's employees. The parties acknowledge that these provisions were specifically negotiated and agreed upon by them.

10. **Dispute Resolution.** Whenever any dispute arises between the Parties or between the Contracting Parties under this Agreement which is not resolved by routine meetings or communications, the disputing parties agree to seek resolution of such dispute in good faith by meeting, as soon as feasible. The meeting shall include the Chief Executive Officer (or his/her designee) of each party involved in the dispute and the Manager of the Regional Animal Services Program. If the parties do not come to an agreement on the dispute, any party may pursue mediation through a process to be mutually agreed to in good faith by the parties within 30 days, which may include binding or nonbinding decisions or recommendations. The mediator(s) shall be individuals skilled in the legal and business aspects of the subject matter of this Agreement. The

parties to the dispute shall share equally the costs of mediation and assume their own costs.

Animal Services Interlocal Agreement for 2018 Through 2022

11. **Joint City-County Committee and Collaborative Initiatives**. A committee composed of 3 county representatives (appointed by the County) and one representative from each Contracting City that chooses to appoint a representative shall meet upon reasonable request of a Contracting City or the County, but in no event shall the Committee meet less than twice each year. Committee members may not be elected officials. The Committee shall review service, revenue and cost issues and make recommendations regarding efficiencies and improvements to services and revenue, and shall review and make recommendations regarding the conduct and findings of the collaborative initiatives. Subcommittees to focus on individual initiatives may be formed, each of which shall include membership from both county and city members of the Joint City-County Committee. Recommendations of the Joint City-County Committee are non-binding. The collaborative initiatives to be explored include, but are not necessarily limited to:

- Services provided (as described in Section 2 of this contract); Control Services; Shelter Services; Licensing Services

- RASKC Revenues and Costs, including any future proposals for regional revenue to support RASKC.

  a. .

12. **Reporting.** The County will provide the City with an electronic report not less than monthly summarizing call response and Program usage data for each of the Contracting Cities and the County and the Animal Services Program. The formatting, content and details of the report will be developed in consultation with the Joint City-County Committee.

13. **Amendments.** Any amendments to this Agreement must be in writing. This Agreement shall be deemed to incorporate amendments to Agreements between the Contracting Parties that are approved by the County and at least two thirds (66%) of the legislative bodies of all other Contracting Parties (in both number and in the percentage of the prior total Estimated Payments owing from such Contracting Parties in the then current Service Year), evidenced by the authorized signatures of such approving Parties as of the effective date of the amendment; *provided that* this provision shall not apply to any amendment to this Agreement affecting the Party contribution responsibilities, hold harmless and indemnification requirements, provisions regarding duration, termination or withdrawal, or the conditions of this Section.

14. **General Provisions.**
    a. Other Facilities. The County reserves the right to contract with other shelter service providers for housing animals received from within the City or from City residents, whose levels of service meet or exceed those at the County shelter for purposes of addressing shelter overcrowding or developing other means to enhance the effectiveness, efficiency or capacity of animal care and sheltering within King County.
    b. Survivability. Notwithstanding any provision in this Agreement to the contrary, the provisions of Section 9 (Indemnification and Hold Harmless) shall remain operative and in full force and effect, regardless of the withdrawal or termination of this Agreement.
    c. Waiver and Remedies. No term or provision of this Agreement shall be deemed waived and no breach excused unless such waiver or consent shall be in writing and signed by the Party claimed to have waived or consented. Failure to insist upon full performance of any one or several occasions does not constitute consent to or waiver of any later non-performance nor does payment of a billing or continued performance after notice of a deficiency in performance constitute an acquiescence thereto. The Parties are entitled to all remedies in law or equity.
    d. Grants. Both Parties shall cooperate and assist each other toward procuring grants or financial assistance from governmental agencies or private benefactors for reduction of costs of operating and maintaining the

Animal Services Program and the care and treatment of animals in the Program.

e. Force Majeure. In the event either Party's performance of any of the provisions of this Agreement becomes impossible due to war, civil unrest, and any natural event outside of the Party's reasonable control, including fire, storm, flood, earthquake or other act of nature, that Party will be excused from performing such obligations until such time as the Force Majeure event has ended and all facilities and operations have been repaired and/or restored.

f. Entire Agreement. This Agreement represents the entire understanding of the Parties and supersedes any oral representations that are inconsistent with or modify its terms and conditions.

g. Notices. Except as otherwise provided in this Agreement, any notice required to be provided under the terms of this Agreement shall be delivered by E-mail (deemed delivered upon E-mail confirmation of receipt by the intended recipient), certified U.S. mail, return receipt requested or by personal service to the following person (or to any other person that the Party designates in writing to receive notice under this Agreement):

For the City:

For the County: Caroline Whalen, Director
King County Dept. of Executive Services
401 Fifth Avenue, Suite 135
Seattle WA. 98104

h. Assignment. No Party may sell, transfer or assign any of its rights or benefits under this Agreement without the approval of the other Party.

i. Venue. The Venue for any action related to this Agreement shall be in Superior Court in and for King County, Washington.

j. Records. The records and documents with respect to all matters covered by this Agreement shall be subject to inspection and review by the County or City for such period as is required by state law (Records Retention Act, Ch. 40.14 RCW) but in any event for not less than 1 year following the expiration or termination of this Agreement.

k. No Third Party Beneficiaries. This Agreement is for the benefit of the Parties only, and no third party shall have any rights hereunder.

Animal Services Interlocal Agreement for 2018 Through 2022

Counterparts. This Agreement and any amendments thereto, shall be executed on behalf of each Party by its duly authorized representative and pursuant to an appropriate motion, resolution or ordinance. The Agreement may be executed in any number of counterparts, each of which shall be an original, but those counterparts will constitute one and the same instrument.

Animal Services Interlocal Agreement for 2018 Through 2022

15. **Administration.** This Agreement shall be administered by the County Administrative Officer or his/her designee, and by the City Manager, or his/her designee.

Exhibit A
Animal Service Description

Part I: Control Services

Control Services include the operation of a public call center, the dispatch of animal control officers in response to calls, and the handling of calls in the field by animal control officers, including the collection and delivery of animals to the Kent Shelter (or such other shelters as the County may utilize in accordance with this Agreement).

1. **Call Center**
    a. The County will operate an animal control call center five days every week (excluding holidays and County-designated furlough days, if applicable) for a minimum of eight hours per day (normal business hours). The County may negotiate with applicable unions with the purpose of obtaining a commitment for the five day call center operation to include at least one weekend day. The County may adjust the days of the week the call center operates to match the final choice of Control District service days.
    b. The animal control call center will provide callers with guidance, education, options and alternative resources as possible/appropriate.
    c. When the call center is not in operation, callers will hear a recorded message referring them to 911 in case of emergency, or if the event is not an emergency, to either leave a message or call back during regular business hours.
2. **Animal Control Officers**
    a. The County will divide the area receiving Control Services into three Control Districts as shown on **Exhibit B**. Subject to the limitations provided in this Section 2, Control Districts 200 and 220 will be staffed with one Animal Control Officer during Regular ACO Service Hours and District 500 will be staffed with two Animal Control Officers (ACOs) during Regular ACO Service Hours. Regular ACO Service Hours is defined to include not less than 40 hours per week. The County will negotiate with applicable unions with the intention of obtaining a commitment for Regular ACO Service Hours to include service on at least one weekend day. Regular ACO Service Hours may change from time to time.
        i. Except as the County may in its sole discretion determine is necessary to protect officer safety, ACOs shall be available for responding to calls within their assigned Control District and will not be generally

available to respond to calls in other Control Districts. **Exhibit B-1** shows the map of Control Districts.

ii. Countywide, the County will have a total of not less than 6 ACOs (Full-Time Equivalent employees) on staff to maximize the ability of the County to staff all Control Districts notwithstanding vacation, sick-leave, and other absences, and to respond to high workload areas on a day-to-day basis. While the Parties recognize that the County may at times not be able to staff all Control Districts as proposed given unscheduled sick leave or vacancies, the County will make its best efforts to establish regular hourly schedules and vacations for ACOs in order to minimize any such gaps in coverage. In the event of extended absences among the 6 ACOs, the County will re-allocate remaining ACOs as practicable in order to balance the hours of service available in each Control District. In the event of ACO absences (for any causes and whether or not such absences are extended as a result of vacancies or other issues), the first priority in allocating ACOs shall be to ensure there is an ACO assigned in each Control District during Regular ACO Service Hours.

b. Control District boundaries are designed to balance work load, correspond to jurisdictional boundaries and facilitate expedient transportation access across each district. The County will arrange a location for an Animal Control vehicle to be stationed overnight in Control Districts ("host sites") in order to facilitate service and travel time improvements or efficiencies.

c. The County will use its best efforts to ensure that High Priority Calls are responded to by an ACO during Regular ACO Service Hours on the day such call is received. The County shall retain full discretion as to the order in which High Priority calls are responded. High Priority Calls include those calls that pose an emergent danger to the community, including:

    1. Emergent animal bite,
    2. Emergent vicious dog,
    3. Emergent injured animal,
    4. Police assist calls—(police officer on scene requesting assistance from an ACO),
    5. Emergent loose livestock or other loose or deceased animal that poses a potential danger to the community, and
    6. Emergent animal cruelty.

d. Lower priority calls include all calls that are not High Priority Calls. These calls will be responded to by the call center staff over the telephone, referral to other resources, or by dispatching of an ACO as necessary or available, all

as determined necessary and appropriate in the sole discretion of the County. Particularly in the busier seasons of the year (spring through fall), lower priority calls may only receive a telephone response from the Call Center. Lower Priority calls are non-emergent requests for service, including but not limited to:

1. Non-emergent high priority events,
2. Patrol request – (ACO requested to patrol a specific area due to possible code violations),
3. Trespass,
4. Stray Dog/Cat/other animal confined,
5. Barking Dog,
6. Leash Law Violation,
7. Deceased Animal,
8. Trap Request,
9. Female animal in season, and
10. Owner's Dog/Cat/other animal confined.

e. The Joint-City County Committee is tasked with reviewing response protocols and recommending potential changes to further the goal of supporting the most appropriate use of scarce Control Service resources countywide. The County will in good faith consider such recommendations but reserves the right to make final decisions on response protocols. The County will make no changes to its procedures that are inconsistent with the terms of this **Exhibit A**, *except that* upon the recommendation of the Joint City-County Committee, the County may agree to modify response with respect to calls involving animals other than horses, livestock, dogs and cats.

f. In addition to the ACOs serving specific districts, the following Control Service resources will be available on a shared basis for all Parties and shall be dispatched as deemed necessary and appropriate by the County.

1. An animal control sergeant will provide oversight of and back-up for ACOs five days per week at least 8 hours/day (subject to vacation/sick leave/training/etc.).
2. Staff will be available to perform animal cruelty investigations, to respond to animal cruelty cases, and to prepare related reports (subject to vacation/sick leave/training/etc.).
3. Not less than 1 ACO will be on call every day at times that are not Regular ACO Service Hours (including the days per week that are not included within Regular ACO Service Hours), to respond to High Priority Calls posing an extreme life and safety danger, as determined by the County.

g. The Parties understand that rural areas of the County will generally receive a less rapid response time from ACOs than urban areas.
h. Contracting Cities may contract with King County for "Enhanced Control Services" through separate agreement (as set forth in **Exhibit E);** ***provided that*** a City may not purchase Enhanced Control Services under Option 1 as described in **Exhibit E** if such City is receiving a Transition Funding Credit, Shelter Credit, or licensing revenue support the cost of which is not reimbursed to the County.

Part II: Shelter Services

Shelter services include the general care, cleaning and nourishment of owner-released, lost or stray dogs, cats and other animals. Such services shall be provided 7-days per week, 365 days per year at the County's animal shelter in Kent (the "Shelter") or other shelter locations utilized by the County, including related services described in this section.

During 2018-2022, major maintenance of the Shelter will continue to be included in the Program costs allocated under this Agreement (as part of the central County overhead charges allocated to the Program), but no major renovation, upgrades or replacements of the Shelter established as a capital project within the County Budget are anticipated nor will any such capital project costs be allocated to the Contracting Cities in Service Years 2018-2022.

1. **Shelter Services**
    a. Services provided to animals will include enrichment, exercise, care and feeding, and reasonable medical attention.
    b. The Public Service Counter at the Shelter will be open to the public not less than 30 hours per week and not less than 5 days per week, excluding holidays and County designated furlough days, for purposes of pet redemption, adoption, license sales services and (as may be offered from time to time) pet surrenders. The Public Service Counter at the shelter may be open for additional hours if practicable within available resources.
    c. The County will maintain a volunteer/foster care function at the Shelter to encourage use of volunteers working at the shelter and use of foster families to provide fostering/transitional care between shelter and permanent homes for adoptable animals.
    d. The County will maintain an animal placement function at the Shelter to provide for and manage adoption events and other activities leading to the placement of animals in appropriate homes.
    e. Veterinary services will be provided and will include animal exams, treatment and minor procedures, spay/neuter and other surgeries. Limited

emergency veterinary services will be available in non-business hours, through third-party contracts, and engaged if and when the County determines necessary.

f. The County will take steps through its operating policies, codes, public fee structures and partnerships to reduce the number of animals and their length of stay in the Shelter, and may at times limit owner-surrenders and field pick-ups, adjust fees and incentivize community-based solutions.

2. **Other Shelter services**
    a. Dangerous animals will be confined as appropriate/necessary.
    b. Disaster/emergency preparedness for animals will be coordinated regionally through efforts of King County staff.
3. **Shelter for Contracting Cities contracting with PAWS (Potentially including Woodinville, Shoreline, Lake Forest Park, Kenmore ("Northern Cities")).** For so long as a Northern City has a contract in effect for sheltering dogs and cats with the Progressive Animal Welfare Society in Lynnwood (PAWS), the County will not shelter dogs and cats picked up within the boundaries of such City(s), except in emergent circumstances and when the PAWS Lynwood shelter is not available. Dogs and cats picked up by the County within such City(s) will be transferred by the County to the PAWS shelter in Lynnwood for shelter care, which will be provided and funded solely through separate contracts between each Northern City and PAWS, and the County will refer residents of that City to PAWS for sheltering services. The County will provide shelter services for animals other than dogs and cats that are picked up within the boundaries of Northern Cities contracting with PAWS on the same terms and conditions that such shelter services are provided to other Contracting Parties. Except as provided in this Section, the County is under no obligation to drop animals picked up in any Contracting City at any shelter other than the County shelter in Kent.
4. **County Contract with PAWS.** Nothing in this Agreement is intended to preclude the County from contracting with PAWS in Lynnwood to care for animals taken in by County ACOs.
5. **Service to Persons who are not Residents of Contracting Cities.** The County will not provide routine shelter services for animals brought in by persons who are not residents of Contracting Cities, but may provide emergency medical care to such animals, and may seek to recover the cost of such services from the pet owner and/or the City in which the resident lives.

Part III: Licensing Services

Licensing services include the operation and maintenance of a unified system to license pets in Contracting Cities.

1. The public will be able to purchase pet licenses in person at the County Licensing Division public service counter in downtown Seattle (500 4th Avenue), King County Community Service Centers and the Kent Animal Shelter during regular business hours. The County will maintain on its website the capacity for residents to purchase pet licenses on-line.
2. The County may seek to engage and maintain a variety of private sector partners (e.g. veterinary clinics, pet stores, grocery stores, city halls, apartment complexes) as hosts for locations where licenses can be sold or promoted in addition to County facilities.
3. The County will furnish licenses and application forms and other materials to the City for its use in selling licenses to the public at City facilities and at public events.
4. The County will publicize reminders and information about pet licensing from time to time through inserts in County mailings to residents.
5. The County will annually mail or E-mail at least one renewal form, reminder and late notice (as applicable) to the last known addresses of all City residents who purchased a pet license from the County within the previous year (using a rolling 12-month calendar).
6. The County may make telephone reminder calls in an effort to encourage pet license renewals.
7. The County shall mail pet license tags or renewal notices as appropriate to individuals who purchase new or renew their pet licenses.
8. The County will maintain a database of pets owned, owners, addresses and violations.
9. The County will provide limited sales and marketing support in an effort to maintain the existing licensing base and increase future license sales. The County reserves the right to determine the level of sales and marketing support provided from year to year in consultation with the Joint City-County Committee. The County will work with any City in which door-to-door canvassing takes place to reach agreement with the City as to the hours and locations of such canvassing.
10. The County will provide current pet license data files (database extractions) to a Contracting City promptly upon request. Data files will include pets owned, owners, addresses, phone numbers, E-mail addresses, violations, license renewal status, and any other relevant or useful data maintained in the County's database on pets licensed within the City's limits. A City's database extraction will be provided in electronic format agreed to by both parties in a timely fashion and in a standard data release format that is easily usable by the City.

Exhibit B: Control Service District Map

The attached map (**Exhibit B-1**) shows the boundaries of the 3 Control Service Districts as established at the commencement of this Amended and Restated Agreement.

The cities and towns included in each Control District are as follows:

District 200 (Northern District)	District 220 (Eastern District)
Shoreline	Bellevue
Lake Forest Park	Mercer Island
Kenmore	Yarrow Point
Woodinville	Clyde Hill
Kirkland	Town of Beaux Arts
Redmond	Issaquah
Sammamish	Snoqualmie
Duvall	North Bend
Carnation	Newcastle
District 500 (Southern District)	
Tukwila	
SeaTac	
Kent	
Covington	
Maple Valley	
Black Diamond	
Enumclaw	

The Districts shall each include portions of unincorporated King County as illustrated on **Exhibit B-1.**

Exhibit B-1

Control District Map

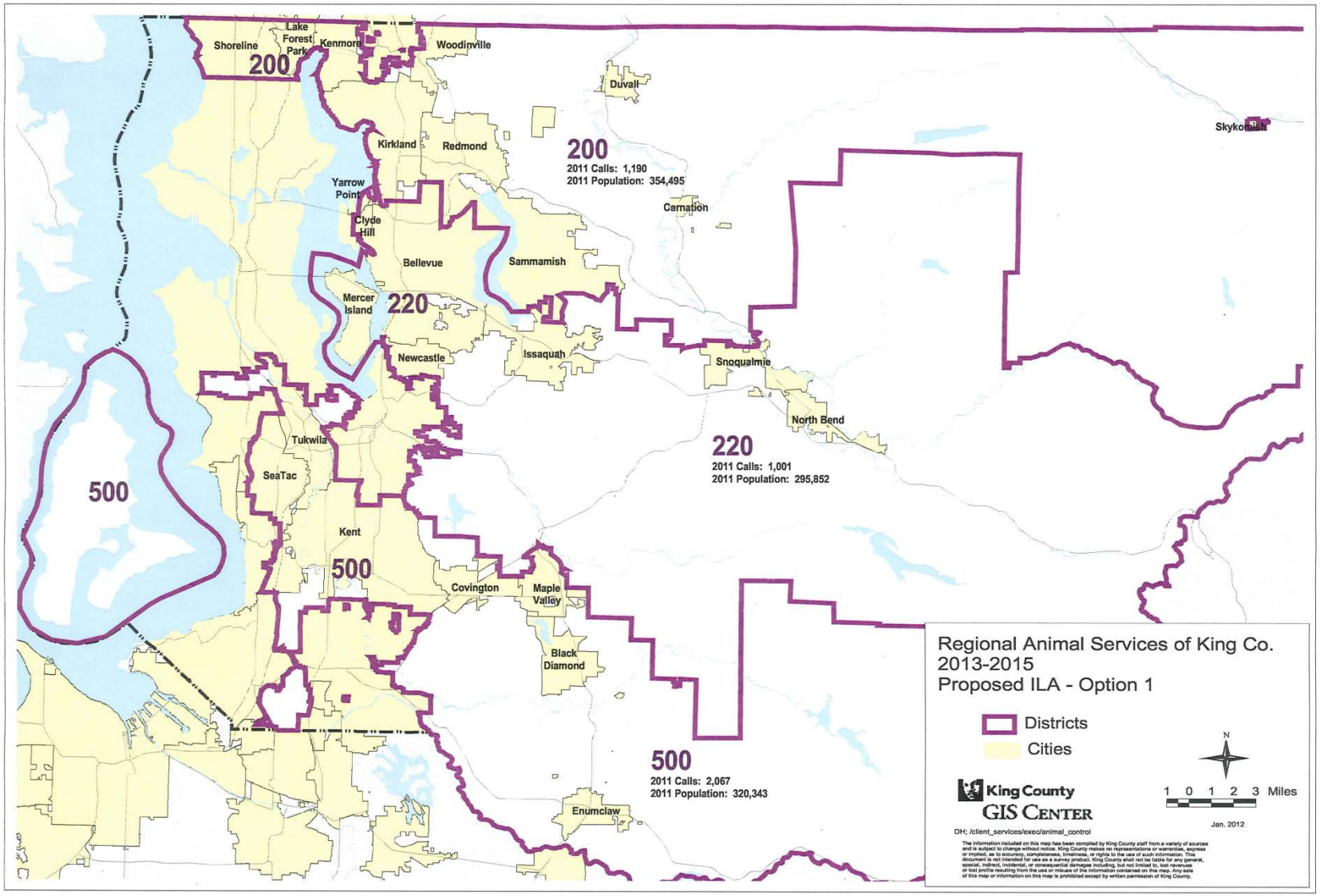


Exhibit E

Enhanced Control Services Contract (Optional)

Between City of _____ ("City") and King County ("County")

The County will to offer Enhanced Control Services to the City during Service Years 2018 through 2022 of the **Animal Services Interlocal Agreement for 2018 Through 2022** between the City and the County dated and effective as of July 1, 2017 (the "Agreement") subject to the terms and conditions as described herein. **The provisions of this Contract are optional to both Parties and shall not be effective unless executed by both Parties.**

A. The City may request services under two different options, summarized here and described in further detail below:

Option 1: for a period of ***not less than one year***, the City may request service from an Animal Control Officer dedicated to the City ("Dedicated Officer"). Such service must be confirmed in writing through both Parties entering into this Enhanced Control Services Contract no later than August 15 of the year prior to the Service Year in which the service is requested.

Option 2: for a period of ***less than one year***, the City may request a specified number of over-time service hours on specified days and time from the 6 Animal Control Officers staffing the three Control Districts. Unlike Option 1, the individual officers providing the service will be determined by the County and may vary from time to time; the term "Dedicated Officer" used in context of Option 2 is thus different than its meaning with respect to Option 1. Option 2 service must be requested no later than 60 days prior to the commencement of the period in which the service is requested, unless waived by the County.

The City shall initiate a request for enhanced service by completing and submitting **Attachment A** to the County. If the County determines it is able to provide the requested service, it will so confirm by completing and countersigning **Attachment A** and signing this Contract and returning both to the City for final execution.

B. The County will provide enhanced Control Services to the City in the form of an Animal Control Officer dedicated to the City ("Dedicated Officer") as described in **Attachment A** and this Contract**.**

1. Costs identified in **Attachment A** for **Option 1 are** for one (1) year of service in each service year beginning in 2018, costs will be based on the previous year's

actual cost , and include the cost of the employee (salary, benefits), equipment and animal control vehicle for the employee's use). Costs are subject to adjustment each year, limited by the Annual Budget Inflator Cap (as defined in the Agreement).

2. Costs for **Option 2** will be determined by the County each year based on its actual hourly overtime pay for the individual Animal Control Officers providing the service, plus mileage at the federal reimbursement rate. The number of miles for which mileage is charged shall be miles which would not have been traveled but for the provision of the enhanced service.

3. Costs paid for enhanced services will be included in the Reconciliation calculation for each Service Year, as described in **Exhibit D** of the Agreement.

C. Services of the Dedicated Officer shall be in addition to the Animal Services otherwise provided to the City by the County through the Agreement. Accordingly, the calls responded to by the Dedicated Officer shall **not** be incorporated in the calculation of the City's Calls for Service (as further described in **Exhibit C and D** to the Agreement).

D. The scheduling of work by the Dedicated Officer will be determined by mutual agreement of the contract administrators identified in the Agreement, and (in the case of a purchase of service under **Option 1**) the mutual agreement of officials of other Contracting Cities named as contract administrators that have committed to sharing in the expense of the Dedicated Officer. In the event the parties are unable to agree on scheduling, the County shall have the right to finally determine the schedule of the Dedicated Officer(s).

E. Control Services to be provided to the City pursuant to this Enhanced Services Contract include Control Services of the type and nature as described under the Agreement with respect to Animal Control Officers serving in Control Districts, and include but are not limited to, issuing written warnings, citations and other enforcement notices and orders on behalf of the City, or such other services as the Parties may reasonably agree.

F. The County will provide the City with a general quarterly calendar of scheduled service in the City, and a monthly report of the types of services offered and performed.

G. **For Services purchased under Option 1**: An FTE will be scheduled to serve 40 hour weeks, however, with loss of service hours potentially attributable to vacation, sick leave, training and furlough days, not less than 1600 hours per year will be provided.

Similarly, a half-time FTE will provide not less than 800 hours per year. The County shall submit to the City an invoice and billing voucher at the end of each calendar quarter, excepting that during the 4th quarter of each year during the term of this Contract, an invoice shall be submitted to the City no later than December 15th. All invoiced amounts shall be payable by the City within 30 days of the invoice date.

H. **For Services purchased under Option 2**: The County shall submit to the City an invoice and billing voucher at the end of each calendar quarter. All invoiced amounts shall be payable by the City within 30 days of the invoice date.

I. The City or County may terminate this Enhanced Services Contract with or without cause upon providing not less than 3 months written notice to the other Party; provided that, if the City has purchased services under **Option 1** and is sharing the Enhanced Control Services with other Contracting Cities, this Contract may only be terminated by the City if: (1) all such other Contracting Cities similarly agree to terminate service on such date, or (2) if prior to such termination date another Contracting City or Cities enters into a contract with the County to purchase the Enhanced Control Service that the City wishes to terminate; *provided further*: except as provided in Paragraph A.1, a Contract may not be terminated if the term of service resulting is less than one year.

J. All terms of the Agreement, except as expressly stated otherwise in this Exhibit, shall apply to this Enhanced Control Services Contract. Capitalized Terms not defined herein have those meanings as set forth in the Agreement.

IN WITNESS WHEREOF, the Parties hereto have caused this Enhanced Services Contract to be executed effective as of this ____ day of _____, 201__.

King County	**City of _____**
_____	_____
Dow Constantine King County Executive	By: Mayor /City Manager
_____	_____
Date	Date
Approved as to Form:	**Approved as to Form:**

_____	_____
Deputy Prosecuting Attorney	City Attorney

Exhibit E: Attachment A

ENHANCED CONTROL SERVICES OPTION REQUEST

(to be completed by City requesting Enhanced Control Services; final service terms subject to adjustment by County and agreement by City and will be confirmed in writing executed and appended to Enhanced Control Service Contract/Exhibit E)

City_____

Requested Enhanced Control Services Start Date: _____

Requested Enhanced Control Services End Date: _____*
***term of service must be at least one year, except if purchasing services under Option 2.**

Please indicate whether City is requesting services under Option 1 or Option 2:

_____ Option 1:
% of Full Time Equivalent Officer (FTE) requested: _____ (minimum request: 20%; requests must be in multiples of either 20% or 25%)

_____ Option 2:
Overtime Hours purchase from existing ACO staff: ___ hours per (week /month)

General Description of desired services (days, hours, nature of service):
_____
_____
_____.

<u>For Option 1</u>:

Contracting Cities with whom the City proposes to share the Enhanced Control Services, and proposed percentages of an FTE those Cities are expected to request:
_____
_____
_____
_____.

On behalf of the City, the undersigned understands and agrees that the County will attempt to honor requests but reserves the right to propose aggregated, adjusted and

variously scheduled service, *including but not limited to adjusting allocations of service from increments of 20% to 25%*, in order to develop workable employment and scheduling for the officers within then-existing workrules, and that the City will be allowed to rescind or amend its request for Enhanced Control Services as a result of such proposed changes.

Requests that cannot be combined to equal 50% of an FTE, 100% of an FTE, or some multiple thereof may not be honored. Service must be requested for a minimum term of one-year, except as permitted by Paragraph A.1. .Service may not extend beyond the term of the Agreement.

City requests that alone or in combination with requests of other Contracting Cities equal at least 50% of an FTE will be charged at the rate in Column 1 below.

City requests that alone or in combination with other requests for Enhanced Control Services equal 100% of an FTE will be charged at the rate in Column 2 below.

Cities may propose a different allocation approach for County consideration.

An FTE will be scheduled to serve 40 hour weeks, however, with loss of hours potentially attributable to vacation, sick leave, training and furlough days, a minimum of 1600 hours per year will be provided. A half-time FTE will provide a minimum of 800 hours per year. *For example*, a commitment to purchase 20% of an FTE for enhanced service will result in provision of not less than 320 hours per year.

Hours of service lost for vacation, sick leave, training and furlough days will be allocated on ***pro rata*** basis between all Contracting Cities sharing the services of that FTE.

Column 1: Aggregate of 50% of an FTE Requested by all Participating Cities	**Column 2:** Aggregate of 1 FTE Requested by all Participating Cities
Cost to City: (% of Half-Time FTE requested) x ~~$75,000/year in 2010*~~ *Example:* if City A requests 25% of an FTE ** and City B requests 25% of an FTE**, then each city would pay $18,750 for Enhanced Control Services from July 1, 2010 through December 31, 2011 (6 months). **(50% of a Half-Time FTE)	Cost to City: (% of FTE requested) x ~~$115,000/year in 2010 *~~ *Example:* If City A requests 25% of an FTE and City B requests 25% of an FTE and City C requests 50% of an FTE, Cities A and B would pay $14,375 and City C would pay $28,750 for Enhanced Control Services from July 1, 2010 through December 31, 2011 (6 months)

* This example is based on 2018[AN1] costs. Actual costs will be based on actual Service Year FTE costs.

For Option 2:

On behalf of the City, the undersigned understands and agrees that the County will confirm what services, if any, it can provide, and at what costs, by completing this Attachment A, and the City must signify whether it accepts the County's offer by signing the Enhanced Services Contract.

Request Signed as of this ___ day of _____ , 201__.
City of _____
By:_____
Its _____

To be completed by King County:

____ **Option 1**: The County hereby confirms its ability and willingness to provide Enhanced Control services as requested by the City in this **Attachment A**, *with adjustments as noted below (if any):*

The FTE Cost for the Service Year in which the City has requested service is: $_____.

____ **Option 2**: the County confirms its ability to provide control service overtime hours as follows (*insert description—days/hours*):

Such overtime hours shall be provided at a cost of $_____, (may be a range) per service hour, with the actual cost depending on the individual(s) assigned to work the hours, plus mileage at the federal reimbursement rate.

King County

By: _____
Its_____
Date:_____

Animal Services Interlocal Agreement for 2018 Through 2022

Exhibit F

Licensing Support Contract (Optional)

Between City of _____("City") and King County ("County")

The County is prepared to offer licensing revenue support to the City subject to the terms and conditions described in this Licensing Support Contract ("Contract"). The provisions of this Exhibit are optional and shall not be effective unless this Exhibit is executed by both the City and the County and both parties have entered into the underlying Animal Services Interlocal Agreement for 2018 Through 20122(the "Agreement").

A. Service Requests, Submittal: Requests to enter into a licensing support contract should be made by submitting the Licensing Revenue Support Services Request (**Attachment A** to this **Exhibit F**) to the County between June 30 and September 30 of the calendar year prior to year in which such services are requested ("Service Year"). A separate Request shall be submitted for each Service Year.

B. County to Determine Service Availability: The County will determine whether it has capacity to provide the requested service based on whether it has staff available, and consistent with the priorities stated in **Section 7** and **Exhibit C-5** [AN1]of the Agreement.

C. Services Provided by County, Cost: The County will determine the licensing revenue support activities it will undertake, activities may include, but are not limited to canvassing, mailings, calls to non-renewals. In completing **Attachment A** to confirm its ability to provide licensing support services to the City, the County shall identify the cost for such service for each applicable Service Year. If the City accepts the County's proposed costs, it shall so signify by countersigning **Attachment A**.

D. Services Provided by City: In exchange for receiving licensing revenue support from the County, the City will provide the following services:

1. Include inserts regarding animal licensing in bills or other mailings as may be allowed by law, at the City's cost. The County will provide the design for the insert and coordinate with the City to deliver the design on an agreed upon schedule.

[AN1]
Alberg, Norm
?

Animal Services Interlocal Agreement for 2018 Through 2022

Dedicate a minimum level of volunteer/staff hours per month (averaged over the year), based on the City's Licensing Revenue Target for the Year (as specified/selected in Attachment A) to canvassing and/or mailings and outbound calls to non-renewals.

2. Provide representation at a minimum of two public events annually to inform City residents about the Animal Services Program and promote pet licensing.
3. Inform City residents about the Animal Services Program and promote pet licensing utilizing print and electronic media including the city's website, social media, community brochures and newsletter ads/articles, signage/posters and pet licensing applications in public areas of city buildings and parks.
4. Appoint a representative to serve on the joint City-County marketing subcommittee; this representative shall attend the quarterly meetings of the subcommittee and help shape and apply within the City the joint advertising strategies developed by consensus of the subcommittee.

E. Selection of Licensing Revenue Target and Payment for Licensing Revenue Support:

1. For **Contacting Cities**: The City will identify a proposed Licensing Revenue Target in **Attachment A**. The County may propose an alternate Revenue Target. If the Parties agree upon a Licensing Revenue Target, the County shall indentify its annual cost to provide service designed to achieve the target. At Reconciliation, the City shall be charged for licensing support service at the cost specified and agreed in **Attachment A** (the "**Licensing Revenue Charge**"), *regardless of the amount of Licensing Revenue received by the City during the Service Year* (see **Exhibit D** of the Agreement for additional detail).

F. Other Terms and Conditions:

1. Before January 31 of the Service Year, each Party will provide the other with a general calendar of in-kind services to be provided over the course of the Service Year.
2. Each Party will provide the other with a quarterly written report of the services performed during the Service Year.
3. Either Party may terminate this Contract with or without cause by providing not less than 2 months' advance written notice to the other Party; provided that all County costs incurred to the point of termination remain chargeable to the City as otherwise provided.
4. All terms of the Agreement, except as expressly stated otherwise herein, shall apply to this Contract, and Capitalized Terms not defined herein have the meanings as set forth in the Agreement.

Animal Services Interlocal Agreement for 2018 Through 2022

IN WITNESS WHEREOF, the Parties hereto have caused this Contract for Licensing Support Services to be executed effective as of this ___ day of ____, 20__.

King County	**City of _____**
_____	_____
Dow Constantine	By:
King County Executive	Mayor /City Manager
_____	_____
Date	Date
Approved as to Form:	Approved as to Form:
_____	_____
Deputy Prosecuting Attorney	City Attorney

Animal Services Interlocal Agreement for 2018 Through 2022

Exhibit F: Attachment A
LICENSING REVENUE SUPPORT SERVICES REQUEST

(to be completed by City requesting licensing support services; one request per Service Year; final terms subject to adjustment by County and agreement by City confirmed in writing, executed and appended to the Contract for Licensing Support Services—**Exhibit F** of the ***Animal Services Interlocal Agreement for 2018 Through 2022*** ("the Agreement") dated effective as of July 1, 2017[AN2].)

1. City _____ Date of Request: _____

2. Licensing Revenue Target (the amount by which the City seeks to increase its revenues in the Service Year): $_____

   Note:
   - The amount of volunteer/staff hours and other in-kind services required of the City in exchange for receipt of licensing support services is based on the size of the Licensing Revenue Target (see Licensing Support Contract/ **Exhibit F** of Agreement).

3. Contact person who will coordinate City responsibilities associated with delivery of licensing support services:
   Name:
   Title:
   Phone:
   Fax:

I understand that:

A. provision of licensing revenue support services is subject to the County determining it has staff available to provide the services;
B. the County will, by September 1 of the current calendar year, provide the City with a firm cost to provide the amount of licensing support services the County proposes to provide by completing this **Attachment A**;
C. the County cannot verify and does not guarantee a precise level of Licensing Revenues to be received by the City as a result of these services;
D. Receipt of service is subject to County and City agreeing on the Licensing Revenue Target and County charge for these services (incorporated in calculation of the **Licensing Revenue Credit/Charge** per the Agreement), and executing the Licensing Support Contract (**Exhibit F** of the Agreement).

[AN2]

Alberg, Norm
Correct date?

Animal Services Interlocal Agreement for 2018 Through 2022

Request signed as of this ___ day of _____, 201__.
City of _____

By: _____
Its: _____

To be completed by King County:

The County offers to provide the City licensing revenue support services in Service Year 201____ intended to generate $_____ (the "Licensing Revenue Target") in additional Licensing Revenue for a total Service Year cost of $_____, some or all of which cost may be charged to the City in calculating the Licensing Revenue Charge, as further described in the Licensing Support Contract and **Exhibits**[AN3] **C-5** (for Licensing Support Cities) and **D** of the Agreement.

King County

By:_____
Its: _____
Date:_____

To be completed by the City:

The County offer is accepted as of this ___ day of _____, 201__.
City of _____

By: _____
Its:_____

[AN3]

Alberg, Norm
Verify these sections?

King County

Records and Licensing Services
Department of Executive Services

Attachment H
Regional Animal Services of King County (RASKC)
Joint City-County Collaboration Committee
2018-2022 Inter-local Agreement

The County has been in discussion with cities for several months now on terms for a new successor animal services agreement. The City-County workgroup has reached a consensus regional recommendation on a proposed 5 year agreement, which would run from January 2018 through the end of 2022. The terms of this proposal are presented in the Agreement in Principle documents provided to cities on September 1, 2016.

Under the cost allocation model, each jurisdiction's costs will depend upon the specific set of cities participating. For this reason, we are requesting an initial non-binding statement of intent from each city as to whether you are preliminarily interested in signing up for the new animal services ILA, beginning January 1, 2018, under the terms proposed in the attached Agreement in Principle. To accomplish this, **we are asking for an email from you by close of business December 30, 2016 indicating which option below best represents your city's position at this time**—again, this is **non-binding**.

Our next step is to prepare final draft contract language and cost estimates (to be circulated in January, 2017). The more accurate information we can get from you now, the more accurate that next set of cost estimates will be.

Please confirm your response by completing the information below – No later than December 31, 2016.
E-mail response is fine; e-mail to:
Norm Alberg; norm.alberg@kingcounty.gov
Diane Carlson; Diane.carlson@kingcounty.gov

City of _____ Initial Non-Binding Statement of Intent with Respect to entering into an Interlocal Agreement with King County Regional Animal Services, beginning January 1, 2018, based on the Agreement in Principle dated September 1, 2016. (Please indicate your City's non-binding intent by selecting one of the two choices below and deleting/striking out the option not selected):

___ **Please continue to include my City in the cost allocation model for purposes of developing final draft contract language and cost estimates.**

Or

___ **It is extremely unlikely that my City will participate in the new Interlocal agreement. Please remove my City from the cost allocation model for purposes of developing final draft contract language and cost estimates.**

Name/Title: _____ Date: _____

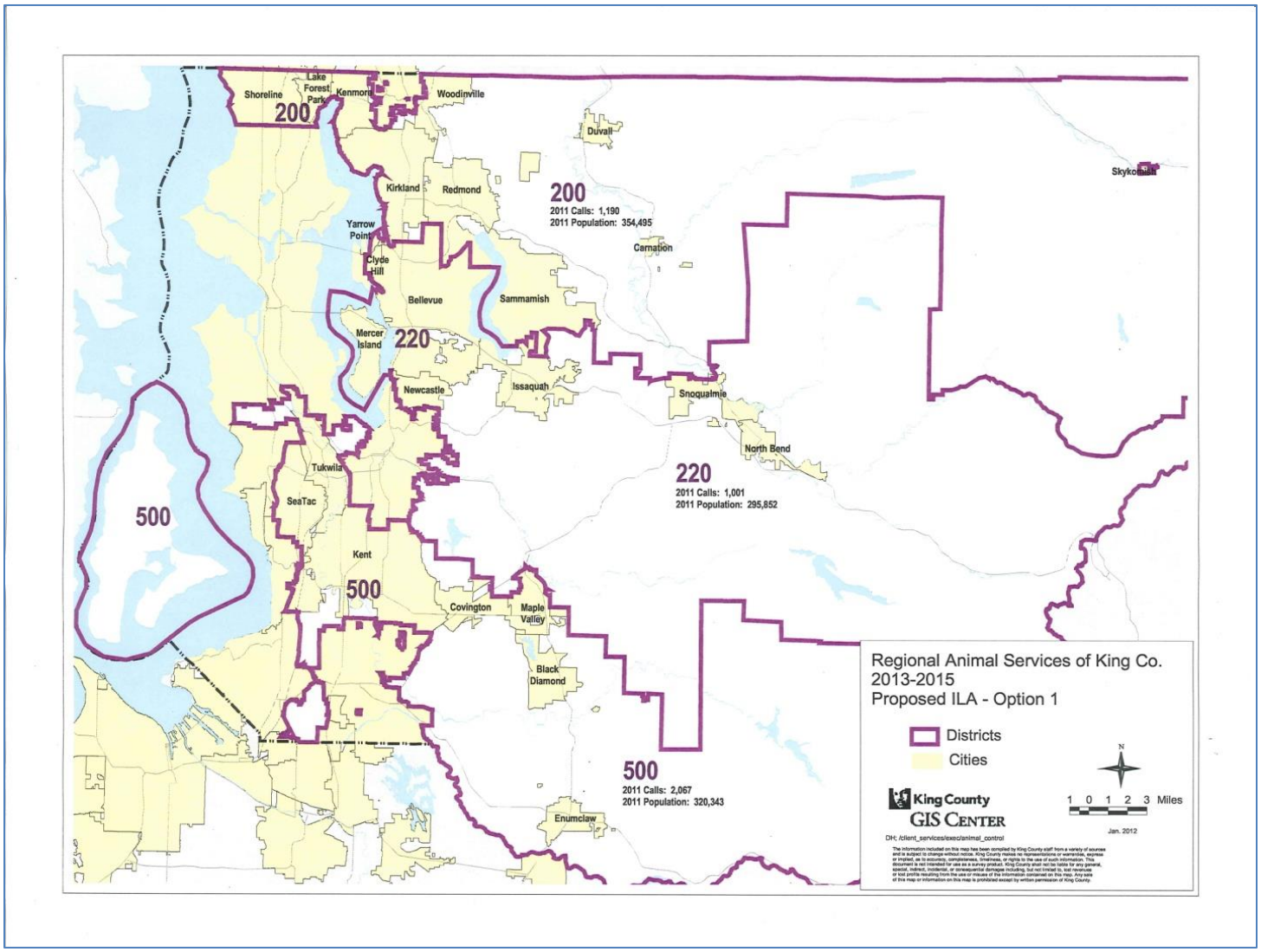
Additional questions/comments/suggestions:

If you have any questions, please email or call either of us.

Norm Alberg: (206-263-2913) norm.alberg@kingcounty.gov
Diane Carlson: (206 263-9631) Diane.carlson@kingcounty.gov

Regional Animal Services of King County
Attachment B

RASKC Jurisdiction Map



RASKC Partner City List

District 200 (North)	District 220 (East)	District 500 (South)
Carnation	Town of Beaux Arts	Black Diamond
Duvall	Bellevue	Covington
Kenmore	Clyde Hill	Enumclaw
Kirkland	Issaquah	Kent
Lake Forest Park	Mercer Island	Maple Valley
Redmond	Newcastle	Seatac
Sammamish	North Bend	Tukwila
Shoreline	Snoqualmie	
Woodinville	Yarrow Point	
All the districts include the surrounding unincorporated King County		

Attachment C

RASKC Animal Control/Field Response Performance Overview

RASKC provides monthly reports on its service performance. Staff reviewed and analyzed the data for Animal Control Call Response in Kirkland for the completed service years (2013, 2014 and 2015). The data show, except in Priority 2 and Priority 5 call types, there was an overall decline in field performance, both in terms of longer response times and a drop in meeting response time goals.

3-Year Summary of Control Call Response (by Priority Call Type

Call Type	Total Calls per Priority over 3-years	Average Response Time	Total Number of Responses Meeting Goal	Percentage of Responses Meeting Goal
Priority 1	16	1.89 hrs	10	62.50%
Priority 2	60	2.14 hrs	50	81.58%
Priority 3	145	16.21 hrs	63	44.20%
Priority 4	339	28.25 hrs	218	64.20%
Priority 5	240	23.18 hrs	211	88%
Priority 6	Excluded	N/A	N/A	N/A

Year 2015
Animal Control Service Calls

Call Type	# Calls per Priority	Average Response Time	# Responses Meeting Goal	% Meeting Goal/Priority
Priority 1	4	4 hrs	2	50%
Priority 2	21	2.22 hrs	20	95%
Priority 3	42	11.29 hrs	19	45%
Priority 4	113	41.35 hrs	61	54%
Priority 5	79	21.59 hrs	70	89%
Priority 6	Excluded	N/A	N/A	N/A

Year 2014
Animal Control Service Calls

Call Type	# Calls per Priority	Average Response Time	# Responses Meeting Goal	% Meeting Goal/Priority
Priority 1	8	1.21 hrs	5	63%
Priority 2	21	1.38 hrs	17	81%
Priority 3	65	19.50 hrs	26	40%
Priority 4	119	23.87 hrs	79	66%
Priority 5	87	23.13 hrs	76	87%
Priority 6	Excluded	N/A	N/A	N/A

Year 2013
Animal Control Service Calls

Call Type	# Calls per Priority	Average Response Time	# Responses Meeting Goal	% Meeting Goal/Priority
Priority 1	4	0.45 hr	3	75%
Priority 2	18	2.82 hrs	13	72.2%
Priority 3	38	17.86 hrs	18	47.37%
Priority 4	107	19.52 hrs	78	72.90%
Priority 5	74	24.81 hrs	65	87.84%
Priority 6	Excluded	N/A	N/A	N/A

2015 Shelter Statistics
A Comparison of RASKC and PAWS

2015 Animal Sheltering/Care Statistics	RASKC	PAWS
Annual Report - 2015	Link to Annual Overview	Link to Annual Report
Organizational Structure	Local Government	501(C)3 Non-Profit
Mission Statement	provides King County with sustainable, cost effective services that protect people and animals, while providing humane animal care.	to make the world better for animals and people
General Data		
Animals Served	4,955	4,312 *(plus an additional 4,188 wild animals)*
Permenant Homes Found for Companion Animals	2,176	3,591
Returned to Owner	760	269
Examples of Programs	> Barn Cats R Us > Adoption Centers > Community Events	> Adopt-A-Cat month > Road to Puppy Bowl > PAWS Cat City > Keep Cats Indoors public awareness campaign > Project Homeless Connect annual event coordinated by United Way > Community Events
Examples of Partnerships	> FCat > Old Dog Haven > Pasado's Safe Haven > PAWS of Lynnwood > Puget Sound Working Cats > PurrfectPals of Arlington > Seattle Area Feline Rescue > Seattle Humane Society > South County Cats > The Whole Cat and Kaboodle > Up2U Dog Rescue of Covington > And many breed and specialty rescue groups	> American Society for the Prevention of Cruelty to Animals > Puget Sound Bird Observatory > The Human Society of the Untited States > Tulalip Tribes > UW > The Falcon Research Group > WA Department of Fish and Wildlife > Wings of Rescue > US Fish and Wildlife Services > NOAA

2015 Shelter Statistics
A Comparison of RASKC and PAWS

2015 Animal Sheltering/Care Statistics	RASKC	PAWS
Volunteer Program		
Number of Volunteers	Nearly 500	*no specific info*
Hours of Care Contributed	*no specific info*	63,000
Foster Care Placements	1,417	2,060
Educational Outreach		served more than 3,000 area residents
Animal Clinic Program		
Number of Spay and Nueter	2,089	2,675
Veterinary and Rehabilitation Training	Veterinary Technician Training Program Mobile Spay Station to south county cities	Hosted 29 students
Highlights At-A-Glance		
Animals Taken into Care	4,955	4,312
Spay/Neuter Surgeries Performed	2,089	2,675
Animals Placed in Foster Homes	1,417	2,060
Percent of Companion Animals Saved	87% (13% Euthanasia Rate)	95.6% (4.3% Euthenasia Rate)
Cats Served		
Strays Received	*no detail offered - see general above*	363
Owner Surrendered/Transferred	*no detail offered - see general above*	2,156
Adopted/Rescued	*no detail offered - see general above*	2,330
Lost Cats Returned to Owner	*no detail offered - see general above*	47
Dogs Served		
Strays Received	*no detail offered - see general above*	337
Owner Surrendered/Transferred	*no detail offered - see general above*	1,456
Adopted/Rescued	*no detail offered - see general above*	1,515
Lost Dogs Returned to Owner	*no detail offered - see general above*	222
Euthanasia Statistics		
Number of companion animals euthanized	553	151
Euthanasia Percentage	13%	4.3%
Euthanized at Owners Request	100	*no specific info*
Euthanized due to a determination of vicious temperament	122	*no specific info*
Euthanized due to having poor or grave prognosis of health	308	*no specific info*
Euthanized due to behavior	5	*no specific info*

2015 Shelter Statistics
A Comparison of RASKC and PAWS

2015 Animal Sheltering/Care Statistics	RASKC	PAWS
Financial Data		
Assets	*no specific info*	$12,473,639
Liabilities	*no specific info*	($283,513)
Total Net Assets	*no specific info*	$12,190,126
Total Operating Revenue	**$7,000,000** *(Estimated)*	**$4,638,253**
Public Support	*$140,000* *(Estimated)*	*$3,879,540*
(Donations, Bequests, Events, Grants and Perpetual trust)		
Revenue	*$2,833,835* *(2015 Actual Revenue (AR2014))*	*$758,713*
(Adoptions, Animal receiving, Animal related services, Municipal contracts/pet license fees, retail sales, miscellaneous revenue and Investment income)		
Revenue	*$4,026,165* *(Estimated)*	
(General Fund, Other Fees, Fines)		
Total Operating Expenses	**($7,000,000)** *(Estimated)*	**($3,783,326)**
Program Services	*($5,124,738)* *2015 Cost Allocation from Load Factor*	*($3,052,540)*
(Companion Animal Services, Wildlife Center, Education, Advocacy and Outreach)		
Supporting Services	*($1,800,000)* *General Fund Support*	
(High Shelter Intake Cities, Efforts to Enhance Shelter Outcomes, Central Services Rates/Expenses Increased Outside of the Model)		
Supporting Services		*($730,822)*
(Fundraising and Events, General Administration)		

Term Sheet for City of Kirkland to Continue Participating in Regional Animal Services of King County

The City of Kirkland ("Kirkland") presents this Term Sheet to Regional Animal Services of King County ("RASKC") for the City of Kirkland's continued participation in the King County Regional Animal Services System beyond 2017. This Term Sheet is intended to provide a starting point for negotiation between the City and RASKC. All terms and documents are subject to final approval by the Kirkland City Council and King County Council.

- Term of the contract is 5 years, with mutually agreeable termination provisions.
- Kirkland agrees that RASKC will license its resident's pets, canvass its neighborhoods and keep all animal control and animal licensing revenue generated within the city.
- Except for animal control and animal licensing revenue identified above, Kirkland will not be charged any program costs over the term of the contract.
- RASKC will consider sheltering Kirkland's animals with PAWS, in an effort to reduce system costs.
- There shall be no animal intake locations at the Petco in Kirkland or any other location in Kirkland.
- RASKC will provide level of animal services in Kirkland that is equivalent to services provided to the other cities in its Control District (200), consistent with Exhibit A of the 2018 successor contract and ILA.
- If Kirkland determines that RASKC is providing an unacceptable level of service (below the minimum stated in Exhibit A), then the City of Kirkland has the right to terminate the contract with 180 days written notice.

DRAFT

DATED THIS _____ day of _____, 2016.

KING COUNTY REGIONAL ANIMAL SERVICES CITY OF KIRKLAND

By:_____ By:_____

Its:_____ Its:_____

Attachment F

Kirkland – Discussion of alternative terms

Goal: Address the key interests from the Kirkland proposal within the framework of the agreement that is being developed with all of the RASKC cities. KC is providing the concepts below to respond to Kirkland's proposal. These concepts would need to be discussed with the other cities.

Concept 1 (avoid pay-outs by the city):

1. Allow a city that is generating more license revenue than is needed to cover costs to bank the revenue. The banked revenue would be available to cover costs in future years if revenue is less than the cost of service. Would need to further discuss if the revenue is banked for all of the years or if there are ways the city could use it for additional services and what happens to the funds at the end of the contract period.

Concept 2 (term)

1. KC, and other cities participating in the discussions, have expressed a preference for a 5 year term. If the term is a deal breaker for Kirkland, propose to all cities to modify the term to 3+2 with similar provisions as the AIP has (allowing an out at 3 years and rolling into the second 2 year term if the cost impact is no greater than 10% to any party).

Concept 3 (consider sheltering at PAWS)

1. RASKC will evaluate options for sheltering additional animals at PAWS, including Kirkland's animals.

All other concepts proposed by Kirkland are consistent with and included in the draft AIP terms.

DRAFT

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

To: Kurt Triplett, City Manager

From: Rosalie Wessels, Administrative Assistant
Kathy Brown, Public Works Director

Date: September 21, 2016

Subject: WALK YOUR CHILD TO SCHOOL WEEK PROCLAMATION

RECOMMENDATION:

It is recommended that the Mayor proclaim October 3-7, 2016, as Walk Your Child to School Week in Kirkland.

BACKGROUND DISCUSSION:

The City of Kirkland continues to be active in partnering with the Lake Washington School District to develop safe walking routes to schools in Kirkland. A portion of the Streets Levy funding is dedicated to pedestrian safety, benefitting students walking or biking to school. Since 2013, thirty-four Rapid Flashing Beacons (RFB's) have been installed in the City, including street junctions along the Cross Kirkland Corridor (CKC) interim trail. Portions of the CKC have been designated by Lake Washington School District as Safe Routes to School. Seven of the RFBs were installed on Safe Routes to School. These crossings will benefit students walking to schools, and will also increase overall pedestrian safety in Kirkland. In addition, a Safe Routes to School map was adopted by the City Council in early 2014.

The 5th of October is International Walk to School Day. The City Council supports school safety and healthy, active lifestyles by declaring the Walk Your Child to School Week each year with a proclamation, and it is time again to declare October 3-7 the annual Walk Your Child to School Week in Kirkland.

School events are planned and carried out primarily by PTA volunteers at each school. City staff help by coordinating Fire and Police appearances and the use of Ped Bee costumes at each participating school. Council members are invited to participate by visiting any of the schools' events, held in the morning at the beginning of the school day. Below is the event schedule with the nine schools in Kirkland that have thus far planned to participate. Lakeview Elementary, not on the schedule, held their Walk Your Child to School Week September 26-30. Changes, additions, or updates will be emailed to the Council.

Day/Date	School	Time
Monday, Oct 3	Juanita Elementary	8:15 AM
Tuesday, Oct 4	Thoreau Elementary	8:30 AM
Tuesday, Oct 4	Ben Franklin Elementary	8:30 AM

Wednesday, Oct 5	Carl Sandburg Elementary	8:15 AM
Wednesday, Oct 5	Peter Kirk Elementary	8:10 AM
Thursday, Oct 6	AG Bell Elementary	8:20 AM
Thursday, Oct 6	Rose Hill Elementary	8:00 AM
Friday, Oct 9	Robert Frost Elementary	8:30 AM
Friday, Oct 9	Mark Twain Elementary	8:00 AM

Students and parents from each school will be invited to the October 4 City Council meeting to be present and receive the Proclamation from the Mayor. The school coordinators will be encouraging students and parents to support this important week in Kirkland to emphasize the priorities of pedestrian safety and healthy kids in Kirkland.

Attachment A: Proclamation

A PROCLAMATION OF THE CITY OF KIRKLAND

Proclaiming October 3-7, 2016 as "Walk Your Child to School Week" in Kirkland, Washington

WHEREAS, the National Center for Safe Routes to School, a group working to improve safety and health and walking conditions for children, encourages local communities to support International Walk to School Day and similar activities; and

WHEREAS, walking or biking to school supports an active, healthy lifestyle through a common and enjoyable form of exercise and teaches children the skills to walk and bicycle safely and to identify safe routes to school including portions of the Cross Kirkland Corridor as designated by the Lake Washington School District; and

WHEREAS, Kirkland voters approved the Street Maintenance and Pedestrian Safety Levy in 2012 which provides annual funding toward creating and enhancing school walk routes to elementary schools; and

WHEREAS, the City of Kirkland recognizes the importance of pedestrian safety and has constructed multiple improvements to school walk routes across the City, including sidewalk extensions and thirty-four Rapid Flashing Beacons at strategic school and other crosswalk sites since 2013; and

WHEREAS, the City Council adopted a Safe Routes to School map in March of 2014; and

WHEREAS, children and parents in Kirkland are encouraged to walk or bicycle to school every day, but particularly during the week of October 3 through 7, 2016;

NOW, THEREFORE, I, Amy Walen, Mayor of Kirkland, do hereby proclaim the week of October 3 to 7, 2016, as "Walk Your Child to School Week" in the City of Kirkland, Washington and encourage Kirkland residents to participate in this annual event and to always consider the safety of pedestrians and bicyclists.

Signed this 4th day of October, 2016

_____

Amy Walen, Mayor

CITY OF KIRKLAND
Planning and Building Department
123 5th Avenue, Kirkland, WA 98033
425.587.3600- www.kirklandwa.gov

MEMORANDUM

To: Kurt Triplett, City Manager

From: Deb Powers, Urban Forester

Date: September 21, 2016

Subject: 2016 ARBOR DAY PROCLAMATION

RECOMMENDATION

Mayor proclaim October 15, 2016 as Arbor Day in the City of Kirkland.

BACKGROUND DISCUSSION

Attached is the proclamation declaring Saturday, October 15, 2016 as Arbor Day in the City of Kirkland. This year, the annual Arbor Day celebration and forest restoration will take place at O. O. Denny Park from 10am to 2pm. Volunteers are invited to reconnect with nature and support stewardship efforts by removing invasive weeds and planting native trees, shrubs and ground cover.

Following restoration efforts, a ceremonial native tree planting will take place with Washington State Department of Natural Resources Ben Thompson and Kirkland Urban Forester Deb Powers.

Since 2001, Kirkland has celebrated its autumnal Arbor Day to coincide with a Green Kirkland Partnership forest restoration project. The event brings together different groups of staff and volunteers – all working together for a healthy, sustainable urban forest in Kirkland.

By meeting the National Arbor Day Foundation standards in 2016, Kirkland will maintain its status as a Tree City USA for the fifteenth consecutive year. Also, Kirkland is one of a limited number of cities in the State of Washington that has received numerous Growth Awards for exceeding these standards on an annual basis.

Kirkland Urban Forester Deb Powers will be the recipient of the 2015 Arbor Day Proclamation.

cc: Sharon Rodman
Paul Stewart

Attachment:
2016 Arbor Day Proclamation

A PROCLAMATION OF THE CITY OF KIRKLAND

Proclaiming October 15, 2016 as Kirkland Arbor Day in Kirkland, Washington

WHEREAS, Arbor Day is observed around the world to celebrate, plant, and care for trees, and

WHEREAS, by proclaiming and celebrating Arbor Day each year, Kirkland meets 'Tree City USA' criteria set forth by the National Arbor Day Foundation, and

WHEREAS, celebrating Arbor Day fulfills Kirkland Urban Forestry Strategic Management Plan objectives, supporting the community's vision for a livable and sustainable Kirkland today and for future generations, and

WHEREAS, Green Kirkland Partnership volunteers celebrate Arbor Day by planting an abundance of native trees in open space areas, contributing to a resilient, healthy urban forest,

NOW, THEREFORE, I, Amy Walen, Mayor of Kirkland, do hereby proclaim Saturday, October 15th, 2016 as Kirkland Arbor Day and encourage residents to appreciate the value of trees and support their protection.

Signed this 4th day of October, 2016

_____

Amy Walen, Mayor

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

MEMORANDUM

To: Kurt Triplett, City Manager

From: Kathy Brown, Public Works Director
John MacGillivray, Solid Waste Programs Supervisor

Date: September 22, 2016

Subject: King County Solid Waste Transfer System Update

RECOMMENDATION

Staff recommends that the City Council receive a briefing on the status of King County's Solid Waste Transfer System review and the closure of the Houghton Transfer Station.

BACKGROUND

For the City Council's review, several attachments to this memorandum have been included as background to demonstrate the City Council's unwavering support for the timely closure of the Houghton Transfer Station (HTS); to show the region's and the Metropolitan King County Council's (MKCC) support for a demand management strategy (DMS) pilot to determine the need for a new Northeast Regional Transfer Station (NERTS) to replace Houghton in the northeast County; and to remind the Council of the recommendations made in the Transfer Plan Review Part 2:

Attachment 1: Kirkland City Council Resolution R-5001 (9-3-2013)
Attachment 2: Kirkland City Council Resolution R-5031 (2-4-2014)
Attachment 3: Solid Waste Advisory Committee Motion (3-21-14)
Attachment 4: Metropolitan Solid Waste Advisory Committee Motion (5-9-14)
Attachment 5: Transfer Plan Review Part 2 (June 2015)
Attachment 6: Metropolitan King County Council Motion 14145 (June 2015)

More in-depth information on the transfer plan review process can be reviewed at http://your.kingcounty.gov/solidwaste/about/plan-review.asp.

In the King County 2006 Solid Waste Transfer and Waste Export Plan, the Houghton Transfer Station was scheduled to be closed once a replacement station was constructed in the northeast County. Houghton, constructed and opened in the 1960's, failed to meet several key level-of-service criteria in the plan which lead the County to recommend closure such as compatability with surrounding land use, lack of a 100 foot buffer between the station and neighboring residences, tonnage and transactional handling capacities, time on site for commercial vehicles and self-haulers, and inadequate recycling services.

Map of the King County Transfer System

The King County Transfer Station System is comprised of nine tranfer facilities with six larger stations located in urban areas and three (Vashon, Cedar Falls and Enumclaw) located in rural areas. In accordance with the recommendations made in the 2006 Transfer Plan, a new Shoreline Transfer Station was brough on-line in 2009; the Bow Lake Transfer Station in Tukwila was rebuilt and opened in 2013; and the new Factoria Transfer Station in Bellevue opened for business in 2016. The County is still discussing alternative sites for the replacement of the Algona Transfer

Station in the south County and the fate of the Renton Transfer Staton has yet to be decided. None of the three rural transfer station are slated for renovation or replacement.



Transfer Plan Review Part 2 Recommendations

As shown on page 44 of the Transfer Plan Review Part 2 (*Attachment 5*), the County does not recommend constructing a new NERTS now but does recommend retaining it as an future option. Depending on the outcome of the DMS pilot designed to determine if certain strategies are effective at redirecting self-haul and commercial traffic to the underutilized Shoreline Transfer Station and the new Factoria Transfer Station, a NERTS may or may not be necessary. In any case, the timing of the eventual closure of HTS is contingent upon the outcome of the pilot. The closure could occur sooner (~2019) if a NERTS is not required or may occur substantially later if the DMS pilot fails and a NERTS is needed. Transfer station siting processes can take up to three years to complete and the design, award, and construction of a new station can take five years or more.The DMS pilot is particularly important to the Eastside cities. KCSWD's initial demand

assessment indicates that current waste reduction and recycling diversion strategies will result in achieving targets for reduction of landfill-bound waste. If these recycling targets are met in conjunction with dispersing transactions to underutilized stations, KCSWD has concluded that a new transfer station will not be needed on the Eastside. Although Kirkland leads the region in its single family recycling efforts, even our highly successful single family, multifamily, and commercial recycling programs, when combined, are trending toward less than the region's 70% recycling goal. Actual results in other parts of King County are trending even further behind the targeted recycling goals. Given these trends, several Eastside cities are concerned that demands will exceed King County projections, and that a new Eastside transfer station facility will be needed.

Metropolitan Solid Waste Advisory Committee Demand Management Subcommittee

In late 2015, several regional partners, including the cities of Kirkland, Bothell, Bellevue, Redmond, and Woodinville participated in a DMS subcommitee of the Metropolitan Solid Waste Advisory Committee (MSWAC) to aid the King County Solid Waste Division (KCSWD) in scoping the DMS pilot. Councilmember and MSWAC Chair Sweet, Councilmember Nixon, and Kirkland Solid Waste staff participated in the meetings. The subcommittee recommended the DMS pilot should be conducted system-wide and not just in the northeast County to address regional equity concerns and that HTS should be closed so the pilot would be conducted under real world conditions. Both of these key recommendations were verbally agreed to by the KCSWD. The subcommittee was supportive of evaluating the following strategies in the DMS pilot:

- Online wait time information
- Extend operating hours
- A higher minimum fee
- Incentive and peak pricing
- The use of staff to provide unloading assistance

Proposed 2017/2018 King County Solid Waste Rate Increase

In June 2016, the King County Executive transmitted his 2017/2018 rate increase proposal to the MKCC. The KCSWD originally proposed a rate of $140/ton, which included approximately $4 million for a 12-month, system-wide DMS pilot in 2018. However, the Executive reduced the DMS pilot funding to $2 million and the proposed disposal fee to $137.75/ton, thus limiting the scope of the pilot to northeast King County only. The Executive's proposal indicated that the larger scope of the pilot "… would present a significant cost increase to the study and may not add significant benefit to the ability to evaluate [strategies]." At a June 2016 MSWAC meeting in June 2016, the KCSWD also stated that it had yet to decide if the Houghton Transfer Station would be closed during the pilot.

At its September 2016 meeting, several MSWAC member cities expressed their dismay at the County's apparent failure to listen to the recommendations made by the DMS subcommittee and reaffirmed their strong support for a system-wide pilot and the temporary closure of HTS during the DMS pilot. The City of Bellevue indicated that it may opt to revoke the County's conditional use permit for the Factoria Transfer Station if the allowed traffic volumes in the permit are exceeded during or after the pilot. Other cities expressed concerns about traffic impacts and regional rate and service equity.

SUMMARY AND POLICY ANALYSIS

The projected closure date of HTS has slipped from 2016, to 2018, and currently, to 2021. The City Council has been consistent in its policy, per Resolutions R-5001 and R-5031, that HTS should be closed no later than 2021. In the original 2006 Transfer Plan, HTS was slated for closure since it did not meet several operational, service, and safety standards. In 2013, Kirkland extended its interlocal agreement with the County through 2040 so the County could issue longer term bonds to complete its transfer system renovation plan plan. The ILA extension was approved by the City Council under the assumption the bonding flexibility would be used to fund a new NERTS as a replacement to the aging HTS and that Houghton would be closed. The City of Bellevue opted not sign the extended ILA and so some cities questioned the need for a new NERTS given the expected drop in tonnage once Bellevue left the system in 2028. This lead to a review of the recommendations in the 2006 transfer plan.

The Transfer Plan Review Part 2 does not recommend the construction of a NERTS to replace HTS, but suggests leaving a new NERTS on the table as a possibility for the future contingent upon the outcome of the DMS pilot. The 2018 pilot is intended to determine if certain strategies can be implemented to disperse transactions from HTS to the underutilized Shoreline Transfer Station and to the new Factoria Transfer Station. The Kirkland City Council has recommended that the County begin a siting process for a NERTS concurrent with the DMS pilot. The siting process would likely take three years to complete. Completing the siting process concurrently with the DMS pilot would allow a new NERTS to open three years sooner than if the siting process were to begin after the DMS pilot. The risk with the concurrent siting approach is that, if the DMS pilot determines that a NERT is not needed, the siting effort would have been an unnecessary. City of Kirkland staff, and many Eastside cities, have concluded that this risk is minimal, as all data is trending toward the need for a new NERTS.

Kirkland has been supportive of conducting the MKCC-mandated DMS pilot as soon as possible. The sooner the pilot is completed and the need for a NERTS is determined, the sooner HTS can be taken offline and closed. Staff believes a system-wide DMS pilot would be ideal but submits that a less costly but well-scoped and adequately-funded pilot conducted only in the northeast County will be sufficient to determine the effectiveness of DMS and, ultimately, the need for a NERTS. Staff also believes that the pilot must be conducted under real-world conditions, which means that HTS must be closed to all residential and commercial traffic during the pilot since HTS will presumably cease operations in the future. In the absence of a DMS pilot, staff is concerned that the County could opt to leave HTS open indefinitely or at least until Bellevue and its tonnage leaves the system when ILA between Bellevue and King County expires in 2028.

STAFF RECOMMENDATIONS

Staff recommends City Council consideration of the following strategies:

- Authorize a letter from the Kirkland City Council to the MKCC reiterating its position on the closure of Houghton during the DMS and full closure by 2021.
- Authorize a delegation of City Council and staff to meet with King County Councilmembers Balducci and Dembowski to explain Kirkland's position on these issues.
- Authorize staff to explore opportunities for collaboration with neighboring cities in the northeast County.
- Engage with King County to explore alternative locations for a new transfer station in the City of Kirkland that meet the criteria of a modern, full service transfer station.

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

MEMORANDUM

To: Kurt Triplett, City Manager

From: John MacGillivray, Solid Waste Programs Lead
Pam Bissonnette, Interim Public Works Director

Date: August 22, 2013

Subject: KING COUNTY TRANSFER STATION PLAN REVIEW POSITION STATEMENTS

RECOMMENDATION

Staff recommends that the City Council receives a briefing on the status of the King County Solid Waste Division's (KCSWD) review of the Solid Waste Transfer and Waste Export System Plan ("Transfer Plan") and provide comments on the draft resolution stating the Council's position that the Houghton Transfer Station (HTS) should be completely closed to commercial and self-haul traffic upon the completed construction of the new Factoria Transfer Station or the new Northeast King County Transfer Station.

IMPORTANT NOTES

1) If the City Council wishes to pass a resolution taking a position on the closure on the Houghton Transfer Station, it should take action on or before its September 17 meeting so as to inform and influence the KCSWD's plan review alternatives before the final Transfer Plan Review Workshop on September 27.

2) All documents associated with the Transfer Plan Review can be found at King County's Transfer and Waste Management Plan Review website. Hyperlinks to specific documents are provided throughout the memorandum.

BACKGROUND

The KCSWD-owned and operated HTS in Kirkland has a long history and King County has been contemplating the closure of the facility for the past two decades.

The HTS property was first an open dump site between the 1940's and 1960's. In 1965, King County closed the dump and opened the HTS. In 1992, the Comprehensive Solid Waste Management Plan ("Comp Plan"), proposed replacing the station with a new station at a different location. In 1995, the rate proposal submitted by the KCSWD was rejected and the KCSWD was directed to continue to operate the existing network of transfer stations which included the HTS remaining at its current location.

2005 Memorandum of Understanding

In 2004, the King County Council (KCC) directed the KCSWD via a budget proviso to negotiate a Memorandum of Understanding (MOU) with the City of Kirkland to mitigate the impacts of the station on the surrounding neighborhood. The proviso prohibited the KCSWD from initiating its capital improvement project to replace the roof until an MOU was duly executed between the two parties that required the KCSWD to expend at least $150,000 on neighborhood mitigation projects.

In August 2004, the City formed a Solid Waste Subcommittee Task Force comprised of members of the Kirkland City Council, City staff, and Neighborhood Association leaders to negotiate the MOU with the KCSWD. In November 2004, the Kirkland City Council adopted the Revised Houghton Transfer Station Position Statement which stated Kirkland's goal of closing HTS. The statement also listed several mitigation measures that the City expected the KCSWD to implement while the station remained open.

In October of 2005, an MOU between the City and the KCSWD was approved by the Kirkland City Council with the passage of Resolution R-4527. The non-legally binding MOU provided that the KCSWD would proceed with several mitigation projects and measures at the station to include:

1. Replacement of the transfer building roof
2. Installation of a gravity sewer line
3. Construction of a sound wall
4. Changes to traffic controls
5. Construction of an asphalt pathway on the north side of NE 60th St
6. Landscaping improvements
7. Reducing the solid waste at the station to a maximum annual tonnage of 135,000 tons/year over a ten year period (not met)
8. Prohibiting the overnight parking of full or partially full trailers

The MOU also stated the KCSWD's commitment to close the HTS:

MOU Proviso 1

"King County Solid Waste Division agrees to abide by the [Solid Waste Transfer] Waste Export System Plan adopted by the King County Council approved by the King County Executive and codified in King County Code." **The 2006 Transfer Plan explicitly recommends Alternative 1 which calls for the closure of HTS after the KCSWD's transfer station capital improvement project is completed.**

MOU Proviso 7

"King County shall honor the Comprehensive Solid Waste Management Plan policy RTS-3, which states, 'The county should focus capital investment in part to expand, relocate, or replace, or any combination thereof, transfer stations when safety, efficiency, capacity, or customer services needs cannot be met by existing transfer facilities'". **In the level-of-service criteria examination of the HTS, the station failed to meet**

established safety goals, efficiency and capacity needs, and some key customer service standards. Accordingly, the Transfer Plan recommends the closure of the facility upon complete of the KCSWD's transfer station capital improvement project.

2006 Solid Waste Transfer and Waste Export Plan

Concurrent with the MOU negotiations, the Metropolitan Solid Waste Advisory Committee (MSWAC) worked with the KCSWD on the development of the aforementioned Solid Waste Transfer and Waste Export System Plan. MSWAC is an advisory committee composed of representatives from cities with Solid Waste Interlocal Agreements with King County. In February 2006, the KCSWD published its Transfer and Waste Export Facility Plan 4th Milestone Report as a precursor to the final Transfer Plan. In the milestone report, several Transfer System Packages for an updated transfer system were presented for consideration. Some of the alternatives called for keeping the HTS open as a self-haul-only facility. Ultimately, however, MSWAC and King County jointly selected Package 1 which is the final recommendation made in the Transfer Plan transmitted to the KCC in September 2006 and shown below in *Table 1*. The recommendation calls for new stations to be constructed on-site at Bow Lake and Factoria and new facilities to be sited and constructed in South King County (to replace a closed Algona station) and in Northeast King County (to replace a closed HTS). This option also includes the closure of the Renton Transfer Station upon the completion of the Transfer Plan.

Table 1: Status of 2006 Transfer Plan Implementation

Facility	Plan Recommendation	Status
Shoreline Transfer Station	Build New Station On-Site	Opened 2009
Bow Lake Transfer Station	Build New Station On-Site	To Open October 2013
Factoria Transfer Station	Build New Station On-Site	Design – Begin Construction 2014
South King County	Site & Build New/Close Algona	In Siting Process
Northeast King County	Site & Build New/Close Houghton	Begin Siting Process in 2014
Vashon Transfer Station	Retain	Newer Facility – No Change
Enumclaw Transfer Station	Retain	Newer Facility – No Change
Cedar Falls	Retain	Drop Box Facility
Skykomish	Retain	Drop Box Facility
Algona Transfer Station	Close	Open Until South King County Built
Houghton Transfer Station	Close	Open Until Northeast County Built
Renton Transfer Station	Close	Open Until Plan Complete

2007 Third Party Review of the Transfer Plan

MSWAC conditionally approved the Transfer Plan pending the outcome of the Independent, Third Party Review of the Solid Waste Transfer and Waste Export System Plan which was completed by consultant Gershman, Brickner, and Bratton (GBB) in September 2007. In general, the GBB review supported the Transfer Plan and supported the modernization of the transfer station system.

2011 King County Performance Audit

In 2011, the KCSWD underwent a performance audit by the King County Auditor which focused upon the KCSWD's rate model/financial plan and its transfer system capital projects. The King County Performance Audit of Solid Waste Transfer Station Capital Projects audit concluded that the Transfer Plan was developed through a collaborative and iterative regional process and that some collective decisions, such as electing to construct new transfer stations in lieu of renovating existing stations, have resulted in increased systems costs. The audit also recommended that the KCSWD should update its 2006 Transfer Plan by including analyses of cost impacts of the number and capacities of the transfer stations; functionalities of the transfer stations; and an assessment of project financing and delivery methods.

EVOLUTION OF THE TRANSFER PLAN REVIEW

2010-2012 Solid Waste Interlocal Agreement Background

Over the course of 2010-2012, King County and MSWMAC worked together to negotiate an extension of the *Solid Waste Interlocal Agreement of 1988* (original ILA), which every City in King County, excluding Seattle and Milton, had signed. In 2010, the City of Kirkland played a significant role in initiating the ILA renegotiation process as a means to ensure that the County's capital improvement program would be fully funded and implemented and, consequently, the HTS would be replaced with a more appropriately-sized and modern transfer facility somewhere in northeast King County.

After intensive negotiations, a team of City and County representatives reached an agreement on the terms of a new ILA. This agreement extended the original ILA by 12.5 years, from June 2028 through December 2040, which will keep disposal rates lower by allowing for longer-term bonding for capital improvement projects. In March 2013, King County converted $75m in Bond Anticipation Notes (BANs) to long-term General Obligation Bonds backed by the rate revenues from City's with ILA's through 2040 to pay for the Bow Lake Transfer Station construction. **During the ILA City adoption process, the KCSWD assured MSWAC that any city that decided not to sign the extended ILA would pay a rate differential of between $5 to $7/ton in order to pay off its share of the bonded debt by 2028 instead of 2040.**

In February 2013, the Kirkland City Council voted to authorize the City Manager to sign the extended ILA through 2040. The aforementioned potential for a rate differential was presented to the Council and played a significant role in most cities' decisions to sign the extended ILA. To date, 32 of the 37 King County cities have signed the new ILA. The cities of Bellevue, Medina, Clyde Hill, Hunts Point, and Yarrow Point have elected not to sign and their agreements with the KCSWD will expire in 2028.

The Factoria Transfer Station Project

The Factoria Transfer Station in Bellevue currently serves the cities of Bellevue, Issaquah, Mercer Island, and the "point cities". Under the current Transfer Plan, construction of the new station is scheduled to begin in early 2014 on a property adjacent to the existing station. The construction cost of the project is estimated to be about $66 million. The City of Bellevue, along

with the four other cities not extending their ILA's, account for about 10% of the system-wide tonnage but about 50% of the tonnage is sent to Factoria each year. The new Factoria facility was designed with that assumption that Bellevue would extend its ILA and remain in the system through 2040. Given that Bellevue has opted to leave the system in 2028, the new Factoria facility, if constructed as currently designed, will be an under-utilized and over-built station in 2028.

When the City of Bellevue did not extend its ILA with King County, a number of cities and stakeholders began to call on the KCSWD to conduct a full review of the remaining Transfer Plan projects due to the anticipated 50% reduction in tonnage directed to Factoria after 2028 and in light of one of the key findings of the 2011 Performance Audit that concluded "…by the time the [new] stations reach the end of their expected useful lives, collectively they will be utilizing about 42 percent of their total capacity."

The KCSWD took issue with this conclusion and countered that the King County Auditor wrongly calculated system capacity by assuming that two garbage compactors would be running 362 days per year at each new station, besides Shoreline, processing 100 tons per hour. The KCSWD also contended that the report's conclusion did not factor in vehicle capacity, emergency storage, or services such as recycling or household hazardous waste collection. The KCSWD countered that it expected Factoria to be operating at 82% capacity, South King County at 91%, and the Northeast King County at 97% at the end of their useful lives. **However, this KCSWD operating capacity assessment assumes that Bellevue's tonnage would remain in the system after 2028.** Given that 50% of the tonnage processed at Factoria is from Bellevue, Factoria if built as currently designed, would be operating at a fraction (~40%-50%) of its maximum capacity at the end of its useful life, potentially costing ratepayers millions of dollars in unnecessary construction.

In March 2013, the Sound Cities Association (SCA) adopted a policy position requesting that the KCSWD and MSWAC review and recommend appropriate updates to the Transfer Plan. Subsequent to this request, the King County Council (KCC) took preventative action and adopted Ordinance 17619 which compelled the KCSWD to conduct a full review of the Transfer Plan before allocating any more than $750,000 in funding toward the Factoria construction project. Per the ordinance, the draft report must be delivered to stakeholders no later than October 9 with the final report delivered to the KCC by November 27.

At a minimum, the Transfer Plan review must include a review of:

- Garbage tonnage projections
- Revenue projections
- Overall costs of the region-wide transfer system upgrades
- Functionality and service alternatives at each transfer station (self-haul, recycling, compaction, etc.)
- Level of service criteria in the 2006 Transfer Plan
- Retention and repair of existing stations
- Systematic analysis of incremental cost impacts of the number, capacities, and functionality of the transfer stations

TRANSFER PLAN REVIEW WORKSHOPS

In response to the KCC action, the KCSWD scheduled three Transfer Plan Review Workshops. The first workshop was held on July 26 with the remaining two workshops to be held on August 22 and September 27. Kirkland was among seventeen cities in attendance at the first workshop. The KCSWD provided transfer system background similar to what is included in this memorandum and asked for input on station functionality and service alternatives to be considered when modeling the alternatives in the Transfer Plan review.

Transfer Plan Alternatives

The KCSWD is currently modeling four alternatives to the Base Plan as shown in *Attachment 1, Transfer Plan Review Alternatives*. In all of the alternatives, HTS is proposed to be closed to all commercial traffic. Under Alternative A, HTS would remain open only to self-haul garbage and recycling customers. Kirkland staff has reviewed the alternatives and believes that the KCSWD should consider an additional, hybrid alternative which includes:

1) Redesigning the functionality of the Factoria Transfer Station so that it is capable of handling the garbage tonnage from the Northeast King County cities (Kirkland, Bothell, Redmond, and Woodinville) as well as from Bellevue, Issaquah, Mercer Island and the "Point Cities" through 2028 when Bellevue is expected to leave the system.

2) Once the new Factoria Station is built, the HTS would be permanently closed to all traffic.

3) In the event Bellevue elects to extend its ILA before 2028, a new Northeast King County Transfer Station would be designed and built to process the Northeast King County cities' tonnage.

General consensus was achieved among cities and the KCSWD on the following elements that should be built into each alternative model:

1) **Compactors should be used at new stations to increase efficiency.** Compactors are expensive (>$1.5 million each) but they increase the payload of each trailer, reduce the number of trips to the landfill, and the efficiencies gained make a compactor pays for itself within three to five years.

2) **Self-haul should continue to be provided but consideration should be given to limiting the hours, days of service, and transfer stations available to self-haulers.**

   The efficient management of self-haul has historically been challenging for the KCSWD. Self-haulers are residents without curbside garbage service; residents with curbside service who make occasional trips to a transfer station to dispose of their excess waste; and businesses such as landscapers, small contractors, and independent haulers for hire, schools, and government agencies. Self-haulers currently account for about 84% of the system-wide transactions but only 23% of the garbage tonnage processed.

Within the current transfer system, providing self-haul at all stations costs the KCSWD about $1.3 million annually in staff, credit cards fees, and NSF checks. With new stations, the capital investment made to accommodate self-haul is disproportionate to the revenues received and the design concessions needed to accommodate the traffic such as having to construct separate entry points, building a larger tipping floor, and queuing space. For new facilities, the construction cost for self-haul ranges between $6 to $7 million per site. Self-haul customers need additional space, take more time than commercial haulers such as Waste Management to dump their loads and can cause queuing delays at the weigh station for commercial traffic.

Curbside garbage service is mandatory in 13 King County cities, including Kirkland. However, Kirkland abuts two relatively large communities (Bellevue and Redmond) that do not have mandatory service and whose residents and businesses regularly use both Factoria and Houghton to dispose of their garbage. Cities with mandatory service like Kirkland subsidize self-haul service with their rates paid to the KCSWD via their hauler. Similarly, Alternative 1 in which Houghton would remain open to self-haul only exacerbates the subsidy and imbalance as the likely primary users would be self-haulers from Bellevue and Redmond.

3) **Recycling service should continue to be provided.**

The 2001 and Draft 2013 Comprehensive Solid Waste Management Plans require that the KCSWD provide recycling services at transfer stations. The 2013 Comp Plan expands upon recycling by requiring the KCSWD to maximize recycling services at new stations and focus upon the diversion of priority materials such as organics, clean wood, scrap metal, and cardboard. In general self-haulers do not recycle as much as residents with curbside recycling service, so providing recycling opportunities at existing and new stations is an important service to help meet the recycling diversion goal in the 2013 Draft Comp Plan.

After the recycling services were expanded after the opening of Shoreline, 17% of the material brought to the facility was recycled. For existing facilities such as HTS with limited recycling service, the recycling rate is less than 1%. Additionally, when the KCSWD removed all recycling services from its transfer stations in 2011, public demand and outcry caused the KCSWD to reverse its decision and restore recycling service in 2012.

4) **The Transfer Plan's drive time standard of 90% of the residents being within 30 minutes of a transfer station is not important**.

An analysis by KCSWD revealed that the drive time standard would be substantially met even if some stations were removed from the system. In the event that HTS was closed and construction of the Northeast Transfer Station was delayed or stopped, then Kirkland's contracted hauler Waste Management would be directed to haul our waste to Factoria. The solid waste rate increase implication for this change is minimal and contemplated in our contract where "…Contractor is required to haul Garbage to an alternative County disposal location in excess of ten (10) miles from the intersection of

NE 112th St and 108th Avenue NE, the Contractor shall be allowed additional compensation at the WUTC rate per mile per truck trip above the ten (10) mile limit." The distance from the geographical center of the City to the Factoria is 10.76 miles.

STAFF POSITION STATEMENT RECOMMENDATIONS

Based upon the previous discussion, staff recommends that the City Council considers the following position statements and the attached resolution.

1. **Houghton Transfer Station Position Statement:** Upon completed construction and opening of the new Factoria Transfer Station or new Northeast King County Transfer Station, the Houghton Transfer Station should be closed permanently to self-haul and commercial traffic.

2. **Self-Haul Position Statement:** The KCSWD's Transfer Plan review should consider alternatives for limiting self-haul at existing transfer stations and in the design of new transfer stations.

3. **Rate Differential Position Statement**: Different customer classes should be established by King County to ensure system users do not pay a disproportionate share of the cost of improvements to system assets as a result of a decision not to sign an Amended and Restated Interlocal Agreement through 2040. The rate differential should be established to account for the full pay-off costs incurred for development of KCSWD system assets prior to the end of the mid-2028 Solid Waste Interlocal Agreement (SWIA) term. These rate differentials should reflect actual costs necessary for paying off construction bonds issued on behalf of the KCSWD, with costs apportioned to the solid waste tonnage originating in those cities that elected to end their SWIA in mid-2028. The KCSWD should put verification measures in place that ensure any rate differential applies only to solid waste originating in cities that elected to end their ILA's in mid-2028, regardless if solid waste is self-hauled or delivered by a commercial carrier. The costs of any verification measures should be included in the overall rate differential applied to those cities that elect to end their SWIA in mid-2028 [*policy draft as written by the cities of Kirkland and Federal Way and submitted to the MSWAC Financial Policies Subcommittee for further consideration*].

NEXT STEPS

August 22: The KCSWD held its second Transfer Plan Review Workshop. The major elements of the Transfer Plan review discussed at the workshop included:

- The transfer system's relationship to waste-to-energy
- Capacity issues (commercial versus self-haul speed, compactors, need for stalls, trailer storage, etc.)
- Construction cost drivers
- Review of the transfer system alternatives with preliminary cost information

Other upcoming milestones include:

September 27: Final Transfer Plan Review Workshop

October 9: King County to deliver draft Transfer Plan review to stakeholders. Start comment period.

TBD: End of Stakeholder Comment Period

November 27: Final Transfer Plan review to be delivered to King County Council

Council Action Needed

After review and discussion by the Council, staff recommends that the resolution be brought back to the Council for approval at the September 17 Council meeting. Kirkland's resolution would then be provided as input at the September 27 Workshop as well as subsequent King County Council deliberations.

	Base (Current Plan)	Alternative A (no Northeast)	Alternative B (no Factoria)	Alternative C (no South County and no Factoria)	Alternative D (no South County and no Northeast)
Open Facilities	Shoreline Bow Lake Factoria Northeast South County	Shoreline Bow Lake Factoria South County	Shoreline Bow Lake Northeast South County	Shoreline Bow Lake Northeast	Shoreline Bow Lake Factoria
Closed (or never opened) Facilities	Algona Renton Houghton	Algona Renton Houghton* Northeast	Algona Renton Houghton Factoria	Algona Renton Houghton Factoria South County	Algona Renton Houghton Northeast South County

* Under Alternative A, Houghton would be analyzed as being closed completely, as well as being closed except to self-haul recycle and/or solid waste customers. Houghton would be closed to commercial traffic in all cases.

DRAFT

RESOLUTION R-____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KIRKLAND ADOPTING A POSITION STATEMENT ON THE CLOSURE OF THE HOUGHTON TRANSFER STATION, THE CONSIDERATION OF LIMITING SELF HAULING AT TRANSFER STATIONS AND THE ESTABLISHMENT OF DIFFERENT CUSTOMER CLASSES TO AVOID DISPROPORTIONATE FINANCIAL IMPACTS ON THOSE WHO SIGNED THE AMENDED AND RESTATED INTERLOCAL AGREEMENT THROUGH 2040.

WHEREAS, King County Solid Waste Division (KCSWD) has owned and operated the Houghton Transfer Station in the City of Kirkland for many years; and

WHEREAS, it has been the goal of the City to close this facility for many years; and

WHEREAS, with the assistance of the Metropolitan Solid Waste Advisory Committee (MSWAC), KCWSD has been formulating a Solid Waste Transfer and Waste Export Plan for getting to that point as well as considering alternative plans for handling solid waste in King County; and

WHEREAS, concurrently with this effort, the County was negotiating with a number of cities the Amended and Restated Interlocal Agreement (Amended ILA) that would extend the time during which the Cities using KCSWD facilities would continue to do so; and

WHEREAS, failure of some of the cities to agree to the Amended ILA will have disproportionate financial impacts on the cities that did sign; and

WHEREAS, the Council wishes to present a Position Statement to KCSWD as to its preferences in these matters,

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

Section 1. The City Council adopts the attached Position Statement, which is incorporated by reference, recommending 1) the Houghton Transfer Station be closed; 2) that King County Solid Waste Division's Transfer Plan review should consider alternatives for limiting self-haul at existing and new transfer stations; and 3) different customer classes should be established by King County to ensure system users do not pay a disproportionate share of the cost of improvements to system assets as a result of other Cities decisions not to sign an Amended and Restated Interlocal Agreement through 2040.

Section 2. The City Council authorizes the City Manager or designee to present the attached Position Statement to KCSWD at its

DRAFT

Final Transfer Plan Review Workshop on September 27, 2013, as well as for subsequent King County Council deliberations.

Passed by majority vote of the Kirkland City Council in open meeting this ___ day of _____, 2013.

Signed in authentication thereof this _____ day of _____, 2013.

_____
MAYOR

Attest:

_____
City Clerk

CITY OF KIRKLAND

KING COUNTY SOLID WASTE TRANSFER AND WASTE EXPORT PLAN POSITION STATEMENT

Regarding Houghton Transfer Station, Self-Hauling and Financial Impacts

September 3, 2013

1. Houghton Transfer Station Position Statement: Upon completed construction and opening of the new Factoria Transfer Station or new Northeast King County Transfer Station, the Houghton Transfer Station should be closed permanently to self-haul and commercial traffic.

2. Self-Haul Position Statement: The KCSWD's Transfer Plan review should consider alternatives for limiting self-haul at existing transfer stations and in the design of new transfer stations.

3. Rate Differential Position Statement: Different customer classes should be established by King County to ensure system users do not pay a disproportionate share of the cost of improvements to system assets as a result of a decision not to sign an Amended and Restated Interlocal Agreement through 2040. The rate differential should be established to account for the full pay-off costs incurred for development of KCSWD system assets prior to the end of the mid-2028 Solid Waste Interlocal Agreement (SWIA) term. These rate differentials should reflect actual costs necessary for paying off construction bonds issued on behalf of the KCSWD, with costs apportioned to the solid waste tonnage originating in those cities that elected to end their SWIA in mid-2028. The KCSWD should put verification measures in place that ensure any rate differential applies only to solid waste originating in cities that elected to end their ILA's in mid-2028, regardless if solid waste is self-hauled or delivered by a commercial carrier. The costs of any verification measures should be included in the overall rate differential applied to those cities that elect to end their SWIA in mid-2028 [policy draft as written by the cities of Kirkland and Federal Way and submitted to the MSWAC Financial Policies Subcommittee for further consideration].

Council Meeting: 02/04/2014
Agenda: Other Business
Item #: 8. h. (3).

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

MEMORANDUM

To: Kurt Triplett, City Manager

From: John MacGillivray, Solid Waste Programs Lead
Pam Bissonnette, Interim Public Works Director

Date: January 24, 2014

Subject: Houghton Transfer Station Resolution and Letter

RECOMMENDATION:

Staff recommends that the City Council adopts the attached resolution affirming Kirkland's position in support of the closure of the Houghton Transfer Station by 2021 and authorizing the Mayor to sign and transmit the attached Houghton Transfer Station letter to King County Council Vice-Chair Jane Hague.

BACKGROUND:

On January 21, 2014, King County Council Vice-Chair Jane Hague addressed the City Council and asked the Council to reaffirm its position that the Houghton Transfer Station should be closed by 2021. On September 17, 2013, the City Council unanimously adopted Resolution R-5001 and the King County Solid Waste Transfer and Waste Export Plan Position Statement (attached) which clearly states the Council's position that the Houghton Transfer Station should be closed by 2021. Subsequent to the adoption of the position statement, a letter signed by ex-Mayor Joan McBride containing Kirkland's comments on the draft Transfer Station Plan Review was sent to Executive Constantine (attached).

No new information has been presented by King County that would lead staff to recommend any change in the City Council's position and therefore staff recommends that the Council approves the resolution and authorizes the Mayor to sign the attached letter.

D R A F T

February 5, 2014

Ms. Jane Hague, Vice-Chair
King County Council, District 6
516 Third Ave, Room 1200
Seattle, WA 98104

RE: CITY OF KIRKLAND POSITION ON CLOSURE OF THE HOUGHTON TRANSFER STATION

Dear Councilmember Hague:

Thank you for taking the time to address the Kirkland City Council on January 21, 2014 and your kind words about our community and City Council. We appreciate your thoughtful and thorough representation of the interests of our residents and congratulate you on your deserving appointment as Vice-Chair of the King County Council and Chair of the Committee of the Whole.

During your remarks, you asked if the City Council is still committed to the closure of the Houghton Transfer Station by 2021. I would like to strongly reiterate that the Kirkland City Council remains steadfast and unanimous in its long-held position that the Houghton Transfer Station should be completely closed by 2021 as promised in our 2005 Memorandum of Understanding with the County and in the adopted 2006 Transfer System Plan.

As noted in the attached Kirkland City Council *Resolution R-5001* and the *King County Solid Waste Transfer and Waste Export Plan Position Statement Regarding the Houghton Transfer Station* as unanimously adopted by the Kirkland City Council on September 17, 2013, it is our position that King County should:

> ***Construct the new Factoria Transfer Station as currently designed as soon as possible. Initiate a siting process in 2014 for an expanded Factoria [Transfer Station] on the Eastgate property or a new northeast transfer station capable of handling the combined solid waste of the cities remaining in the County system at that time that cannot be handled by the new Factoria transfer station. Complete the expansion by the 2021 and close the Houghton Transfer Station.***

For your convenience, I have also attached an October 29, 2013 letter to Executive Constantine which includes our comments on the recommendations made in the draft Transfer Station Plan Review.

The Council has further reaffirmed Kirkland's position by the approval of Resolution R-5031 which was adopted by the Council at our meeting of February 4, 2014. I have included a copy of Resolution R-5031 for your information.

If you have any questions concerning this position, please do not hesitate to contact me or our Kirkland Interim Public Works Director, Pam Bissonnette at (425) 587-3802.

Sincerely,
Kirkland City Council

By Amy Walen
Mayor

Attachments (3)

Cc: Kirkland City Council
Kurt Triplett, Kirkland City Manager
Marilynne Beard, Kirkland Deputy City Manager
Pam Bissonnette, Kirkland Interim Public Works Director
John MacGillivray, Kirkland Solid Waste Programs Lead

RESOLUTION R-5001

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KIRKLAND ADOPTING A POSITION STATEMENT ON THE CLOSURE OF THE HOUGHTON TRANSFER STATION, THE CONSIDERATION OF LIMITING SELF HAULING AT TRANSFER STATIONS AND THE ESTABLISHMENT OF DIFFERENT CUSTOMER CLASSES TO AVOID DISPROPORTIONATE FINANCIAL IMPACTS ON THOSE WHO SIGNED THE AMENDED AND RESTATED INTERLOCAL AGREEMENT THROUGH 2040.

WHEREAS, King County Solid Waste Division (KCSWD) has owned and operated the Houghton Transfer Station in the City of Kirkland for many years; and

WHEREAS, it has been the goal of the City to close this facility for many years because it does not meet the majority of criteria necessary for a safe and modern transfer station and is the only transfer station located entirely within a residential neighborhood with only local access; and

WHEREAS, with the assistance of the Metropolitan Solid Waste Advisory Committee (MSWAC), KCSWD has been formulating a Solid Waste Transfer and Waste Export Plan that results in the closure of the Houghton Transfer Station as well as considering alternative plans for handling solid waste in King County; and

WHEREAS, concurrently with this effort, the County was negotiating with a number of cities the Amended and Restated Interlocal Agreement (Amended ILA) that would extend the duration of the Amended ILA and by which the Cities using KCSWD facilities would continue to be part of the KCSWD system; and

WHEREAS, failure of some of the cities to agree to the Amended ILA will have disproportionate financial impacts on the cities that did sign if no differential solid waste rate is established; and

WHEREAS, the Kirkland City Council approved the Amended ILA on February 19, 2013, based in part on assurances by the KCSWD that the Houghton Transfer Station would be closed and that a differential solid waste rate would be established; and

WHEREAS, the Council wishes to present a Position Statement to KCSWD as to its preferences in these matters,

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

Section 1. The City Council adopts the attached Position Statement, which is incorporated by reference, recommending 1) to provide the County sufficient time to site, design, construct, and commission facilities to serve them, Bellevue and the other cities who have elected not to extend their contracts for solid waste disposal with

King County should be provided a date certain in the near term beyond which they will be precluded from returning to the system; 2) a new transfer station should be constructed and the Houghton Transfer Station closed; 3) that King County Solid Waste Division's Transfer Plan review should consider alternatives for limiting self-haul at existing and new transfer stations, while exploring disposal options for small business users who are not commercial haulers; and 4) different customer classes should be established by King County to ensure that system users who extended contracts with King County do not pay a disproportionate share of the cost of improvements to system assets as a result of other Cities' decisions not to extend their contracts for solid waste disposal with King County.

Section 2. The City Council authorizes the City Manager or designee to present the attached Position Statement to KCSWD at its Final Transfer Plan Review Workshop on September 27, 2013, as well as for subsequent King County Council deliberations.

Passed by majority vote of the Kirkland City Council in open meeting this 17th day of September, 2013.

Signed in authentication thereof this 17th day of September, 2013.

MAYOR

Attest:

City Clerk

R-5001
Position Statement

CITY OF KIRKLAND

KING COUNTY SOLID WASTE TRANSFER AND WASTE EXPORT PLAN POSITION STATEMENT

Regarding Houghton Transfer Station, Self-Hauling and Financial Impacts

September 17, 2013

The current adopted Solid Waste Transfer System Plan of 2006 is the preferred plan, having been arrived at by significant and long regional negotiation. That Plan has been called into question by the City of Bellevue and four satellite cities when, unlike other cities in the King County Solid Waste (KCSW) service area, they elected not to extend their contracts with King County for solid waste disposal beyond 2028. By not extending the contract, Bellevue and the satellite cities are signaling they will be leaving the system by 2028.

The King County Solid Waste Division (KCSWD) is now not planning to include Bellevue and the other cities' tonnage, which comprises about 10% of the entire system and 50% of the tonnage processed by the Factoria Transfer Station in Bellevue. Yet the KCSWD has not proposed differential solid waste rates to account for the financial impact of these cities leaving the system as the KCSWD continues to state hope that Bellevue and the other cities will change positions and remain within the KCSW system. This has resulted in adverse impacts and uncertainty to those cities that elected to extend their contracts to 2040, and in particular to the City of Kirkland, the host of the Houghton Transfer Station. The closure of Houghton has been predicated on the construction of Factoria and a new northeast transfer station. There needs to be sufficient time to site, design, construct and commission operation of a transfer station. This may take 10-15 years even though solid waste transfer stations are essential public facilities under the Growth Management Act (GMA). Therefore, the issue of whether Bellevue and the other cities will change their positions must be resolved.

1. **Position Statement Regarding Planning Assumptions and Timing:** To provide the County sufficient time to site, design, construct, and commission facilities to serve them, Bellevue and the other cities who have elected not to extend their contracts for solid waste disposal with King County should be provided until the end of 2014 to extend their ILAs, beyond which they will be precluded from returning to the system. In the meantime, planning for cities remaining within the system will proceed without tonnages of those leaving the system and on the assumption that Bellevue and the other cities will not be remaining in the system after 2028.

2. **Position Statement Regarding the Houghton Transfer Station:** Construct the new Factoria Transfer Station as currently designed as soon as possible. Initiate a siting process in 2014 for an expanded Factoria on the Eastgate property or a new northeast transfer

station capable of handling the combined solid waste of the cities remaining in the County system at that time that cannot be handled by the new Factoria transfer station. Complete the expansion by 2021 and close Houghton Transfer Station.

3. **Self-Haul Position Statement:** To limit cost and subsidy of self-haul services, both capital and operating, the KCSWD's Transfer Plan review should consider alternatives for limiting self-haul at existing transfer stations and in the design of new transfer stations while exploring disposal options for small business users who are not commercial haulers. Those using self-haul services that do not belong to the KCSWD system should be surcharged to recover the full cost of self-haul services.

4. **Rate Differential Position Statement:** Different customer classes should be established by King County to ensure system users do not pay a disproportionate share of the cost of improvements to system assets as a result of the decision by Bellevue and other cities not to sign an Amended and Restated Interlocal Agreement through 2040. The rate differential should be established to account for the full pay-off costs incurred for development of KCSWD system assets prior to the end of the mid-2028 Solid Waste Interlocal Agreement (SWIA) term. These rate differentials should reflect actual costs necessary for paying off construction bonds issued on behalf of the KCSWD with costs apportioned to the solid waste tonnage originating in those cities that elected to end their SWIA in mid-2028. The KCSWD should put verification measures in place that ensure any rate differential applies only to solid waste originating in cities that elected to end their ILA's in mid-2028, regardless if solid waste is self-hauled or delivered by a commercial carrier. The costs of any verification measures should be included in the overall rate differential applied to those cities that elect to end their SWIA in mid-2028.

October 29, 2013

Executive Dow Constantine
King County Chinook Building
401 5th Ave. Suite 800
Seattle, WA 98104

RE: CITY OF KIRKLAND SUPPLEMENTARY COMMENTS
ON TRANSFER STATION PLAN REVIEW RECOMMENDATION

Dear Executive Constantine:

Thank you for the extended opportunity to provide comments on the recommendations made in the County's recent review of the Solid Waste Transfer and Export Plan. On September 17, 2013, the Kirkland City Council unanimously adopted a position statement concerning the Transfer Plan Review (attached). On October 16, 2013, Kirkland staff submitted comments on the Transfer Plan recommendation to the Solid Waste Division via email (attached). At the October 18, 2013 Metropolitan Solid Waste Advisory Committee (MSWAC) meeting, Kirkland staff verbally reiterated our comments to the County and the MSWAC membership.

We generally support the recommendation in the draft transfer plan of proceeding with the Base Alternative but downsized as necessary to accommodate the withdrawal of the City of Bellevue and similar communities that did not extend their contracts. However, the language below from the draft transfer plan creates a serious cause of concern.

TRANSFER PLAN REVIEW RECOMMENDATION:
"Based on analysis of the alternatives and preliminary stakeholder feedback, the Division recommends proceeding with a variation of the Base Alternative which would include ***deferring the opening date of the new Northeast transfer station so that the Division can assess the timing and potential phasing of the new station [emphasis added].*** *This recommendation would proceed with construction of the new Factoria station as currently designed,* ***while studying whether additional space and services could be added to the new Factoria station that could affect a new Northeast station. With flexibility in the timing and scope of a new Northeast facility, the division would also evaluate options to further mitigate impacts on the Houghton neighborhood [emphasis added].*** *Mitigation could include closing Houghton to commercial traffic between opening the new Factoria and final closure of Houghton* ***[no date provided].*** *The project to site a new facility in the south county to replace the Algona Transfer Station would continue as scheduled. This variation on the Base Alternative recognizes the value of a regional system that provides equivalent services to all system ratepayers."*

I would like to strongly reiterate the Kirkland City Council's position that the Houghton Transfer Station should be closed as promised by 2021 in observance of King County's firm commitment to Kirkland in its 2005 Memorandum of Understanding and in the 2006 adopted Transfer System Plan. Please accept our supplementary comments below:

- We urge the County to begin the siting process for the NE Transfer Station in 2014 in earnest to ensure that construction is completed by 2021 and the Houghton Transfer Station closed.

- By the County's own admission, construction of the new Factoria Transfer Station as currently designed will not handle all the tonnage and services for northeast King County even when Bellevue leaves the system. A new NE transfer station, or an expanded Factoria Transfer Station, will be required in any case.

- By the County's own admission, it will take at least 3 years to do a siting study with or without including an expansion of the Factoria Transfer Station. It will then take 2 years for design and permits, and 2 years to build for a total of 7 years. If initiated in 2014 there is enough time for completion of the process in time to close Houghton on schedule by 2021. Delays for further studies can only delay the closure of the Houghton Transfer Station.

- The County should have adequate resources to complete the siting process of the Northeast Transfer Station concurrent with any study of the Factoria Transfer Station. During the siting process the size and services of the new facility would be determined.

- By the County's own admission, the expansion of Factoria in lieu of a new NE site will not require redesign and reconstruction of the Factoria facility as currently designed. The process undertaken to identify and/or purchase parcels in NE King County to site a new NE Transfer Station as compared to an expansion of Factoria are not mutually exclusive.

The City of Kirkland has been an accommodating host to a King County transfer station for well over 50 years and our residents and businesses have enjoyed its financial and convenience benefits, but also have shouldered the burdens associated with high volumes of traffic, noise and odors in a residential neighborhood. While Kirkland remains firmly committed to fulfilling its regional obligation to host critical public facilities, the Houghton Transfer Station has outlived its useful life, no longer meets any critical service criteria in the Transfer Plan, and our patient residents affected by the facility have been promised its closure by 2021. Mitigation at the Houghton Transfer Station is not what was promised. Closure is. Please remove any language in the Transfer Plan Review recommendation that would defer a siting study of a new NE Transfer Station thereby risking delay of the closure of the Houghton Transfer Station beyond 2021, and take actions in accord with this direction.

Sincerely,

Joan McBride, Mayor
City of Kirkland

Attachments (2)

Cc: Kirkland City Council
Kurt Triplett, Kirkland City Manager
Marilynne Beard, Kirkland Deputy City Manager
Pam Bissonnette, Kirkland Interim Public Works Director
John MacGillivray, Kirkland Solid Waste Programs Lead
Kevin Kiernan, Assistant King County Solid Waste Division Director
Jane Hague, King County Councilmember
Rod Dembowski, King County Councilmember

RESOLUTION R-5031

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KIRKLAND REAFFIRMING ITS POSITION IN SUPPORT OF THE CLOSURE OF THE HOUGHTON TRANSFER STATION BY 2021.

WHEREAS, King County Solid Waste Division has owned and operated the Houghton Transfer Station in the City of Kirkland for many years; and

WHEREAS, the Houghton Transfer Station has outlived its useful life and no longer meets any of the critical service criteria in the County's 2006 adopted Solid Waste Transfer System Plan; and

WHEREAS, the City Council has repeatedly articulated its desire to see the Houghton Transfer Station closed by 2021 as committed to by King County in the 2005 Memorandum of Understanding entered into with the City and in the Transfer System Plan; and

WHEREAS, on September 17, 2013, the City Council unanimously passed Resolution R-5001 adopting a position statement which included its support for the closure of the Houghton Transfer Station by 2021; and

WHEREAS, the comment period on the King County Solid Waste Division's Transfer Plan review was extended until February 3, 2014; and

WHEREAS, on January 21, 2014, King County Council Vice Chair Jane Hague addressed the Kirkland City Council and asked that the Kirkland City Council reaffirm its position;

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

Section 1. The City Council reaffirms its position that the King County Solid Waste Division should proceed with the construction of the new Factoria Transfer Station, concurrently initiate the siting for a new Northeast Transfer Station, and close the Houghton Transfer Station by 2021.

Section 2. The City Council authorizes the City Manager or his designee to transmit this Resolution to the King County Council.

Passed by majority vote of the Kirkland City Council in open meeting this _____ day of _____, 2014.

Signed in authentication thereof this _____ day of _____, 2014.

_____
MAYOR

Attest:

_____
City Clerk

Approved 3/21/14

KING COUNTY SOLID WASTE ADVISORY COMMITTEE (SWAC)
MOTION ON TRANSFER PLAN REVIEW FINAL REPORT DATED MARCH 2014

I move that SWAC recommend Executive and Council approval of the Transfer Plan Review Final Report, including the following key recommendations of the report:

- Proceed this year with a new Factoria Recycling and Transfer Station (RTS) using current design and permits (with minor modifications to retain flexibility).
- Continue siting evaluations for a South County RTS.
- In collaboration with stakeholders, continue to evaluate implementation of operational approaches that would provide service for the northeast county without building an additional transfer station, and compare trade-offs and benefits with the adopted Transfer Plan.
- To focus on zero waste of resources by 2030.

Metropolitan Solid Waste Advisory Committee (MSWAC)

May 9, 2014

Adopted Motion re: Transfer Plan Review Report and Recommendations

I move that MSWAC support King County approval of the Transfer Plan Review Final Report and Recommendations with amendments being considered by the County that identify facilities that are operational, planned for construction, and planned for closure, and identify potential future transfer system capital improvements, per Tables 1 and 2 attached to this motion, and which include the following recommendations:

- Proceed this year with a new Factoria Recycling and Transfer Station (RTS) using current design and permits,
- Continue siting evaluations for a South County Recycling and Transfer Station (RTS),
- Pending environmental review, revise the 2006 Solid Waste Transfer and Waste Management Plan and the pending Comprehensive Solid Waste Management Plan to address the transfer station network to include among the new or upgraded urban Recycling and Transfer Stations, the following facilities: Bow Lake, Factoria, Shoreline, and South County, consistent with Table 1,
- Pending environmental review, revise the 2006 Solid Waste Transfer and Waste Management Plan and the pending Comprehensive Solid Waste Management Plan to address the transfer station network to include a new northeast transfer station or other transfer stations or drop boxes in unincorporated areas as potential future facilities to retain flexibility in the system, consistent with Table 2, and
- In collaboration with stakeholders, evaluate the costs and impacts to cities and the system of the use of a mix of capital facilities and operational approaches to address system needs over time, including implementation of strategies including but not limited to demand management and increased use of currently underutilized transfer stations to ensure an efficient and equitable regional transfer station system..
- The Houghton, Renton and Algona transfer stations should close no later than 2021, 2018, and 2020 respectively.

Transfer Station & Solid Waste Management System Configuration:

Designated Facilities. The Amended and Restated Solid Waste Interlocal Agreement between the County and certain cities provides that the County "shall provide facilities and services pursuant to the Comprehensive Solid Waste Management Plan and the Solid Waste Transfer and Waste Management plan as adopted and County Solid Waste stream forecasts." The following solid waste management facilities shown in Table 1 below are designated to carry out this provision, subject to modification by the Metropolitan King County Council.

Table 1:	
Facility Name	**Facility Status**
Algona Transfer Station	Existing station (closure anticipated with new South County station)
South County Transfer Station	Pending siting and construction
Bow Lake Transfer Station	Existing station
Renton Transfer Station	Existing station (closure anticipated after new Factoria and South County stations are operational)
Enumclaw Transfer Station	Existing station
Vashon Transfer Station	Existing station
Houghton Transfer Station	Existing station (closure anticipated based on original 2006 Plan),
Factoria Transfer Station	Undergoing renewal and construction
Shoreline Transfer Station	Existing station
Rural drop boxes	Existing drop boxes
Cedar Hills Landfill	Landfill operational, expansion plans approved & construction pending

Demand Assessment. After public outreach and consultation with stakeholder and advisory groups, and only after approval and budget appropriation by the Metropolitan King County Council, King County may determine additional future transfer and waste management system capital improvements are needed to provide appropriate, environmentally-sound and cost-effective solid waste services, including, but not limited to projects shown in Table 2, below:

Table 2:

Potential Future Transfer System Capital Improvements

Potential Capital Facility	Considerations for Review - Including but not Limited to:
Additional recycling facilities	• Ongoing monitoring of markets for recyclables • Periodic review of transfer facility recycling operations capacity
Facilities needed to supplement private industry efforts to manage construction and demolition (CDL)materials or organic recycling materials	• Periodic assessment of tonnage for CDL • Periodic assessment of tonnage for organics • Ongoing review of legal developments and operational status of private facilities
Additional landfill capacity at Cedar Hills	• Monitoring of available airspace capacity of regional landfill • Regular evaluations of waste tonnage projections • Review of identified alternatives for additional Cedar Hills capacity
New transfer station or drop box capacity with demonstrated need ○ North East or other Transfer Stations ○ Drop Boxes in unincorporated areas	• Assessment of progress on waste redirection/balancing strategies ○ Redirect Commercial ○ Regional Direct • Monitoring of tonnage projections regionally and by transfer station • Monitoring of waste facility traffic volumes • Demand management and monitoring performance at all facilities • Identify strategies/facilities to add capacity
Materials Recovery/Conversion facilities	• Monitor technology and costs
Intermodal or related facilities	• Refinement of early-export disposal strategies

Attachment 5

Transfer Plan Review
Part 2

Final Report

Prepared in accordance with Council Motion 14145

King County
Department of
Natural Resources and Parks
Solid Waste Division

Waste **Prevention** | *Resource* **Recovery** | *Waste* **Disposal**

www.kingcounty.gov/solidwaste

June 2015

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Acronyms, Abbreviations, and Common Terms

Cedar Hills	Cedar Hills Regional Landfill
division	King County Solid Waste Division
HHW	Household Hazardous Waste
ILA	Interlocal Agreement
LOS	Level of service; a grade that can be used to assess capacity and operational performance
MSWMAC	Metropolitan Solid Waste Management Advisory Committee
NERTS	Northeast Recycling and Transfer Station
self-haul or self-hauler	Anyone who brings garbage, recyclables, and/or yard waste to a transfer facility except a commercial collection company
SEPA	State Environmental Policy Act
service performance indicators	Indicate potential service issues and need for further evaluation: • Service times for commercial customers of 16 minutes or less • Service times for self-haul customers of 30 minutes or less • Inbound queuing and potential impacts to off-station roadways and/or driveways
service time	Time customers spend on-site measured from the inbound scale to the outbound scale
SWAC	Solid Waste Advisory Committee
Transfer Plan	The adopted 2006 Solid Waste Transfer and Waste Management Plan
TSO	Transfer Station Operator

Introduction

Purpose Statement

This report has been prepared in response to Council Motion 14145, which directs the King County Solid Waste Division to determine how to manage transactional demand at transfer stations in the northeast service area of King County. This report identifies demand management strategies and compares them to the adopted plan with the goal of minimizing customer wait times and managing the effective utilization of transfer stations.

Summary of findings

There are several options for managing transactional demand in the northeast portion of the county. These options will require certain policy and procedure changes. If they are implemented, a Northeast Transfer Station is not needed at this time but should remain an option as a potential future facility.

Other key findings:

- Implementation of demand management strategies enables the planned closure of the Houghton Transfer Station and not building a new Northeast.
- The Renton, Algona, and Enumclaw transfer stations do not share a customer base with the northeast and are not directly affected by demand management strategies.
- Bow Lake was designed for increased capacity and will expand regardless of any options selected to serve the northeast.
- Any selected demand management strategy applied in our peak year of 2023 should continue to be effective in 2028 should Bellevue and the four Point Cities elect to stay in the system.
- Renton has some effect on other stations but not enough to change the demand management options.
- Some demand management strategies, such as mandatory collection and material bans, require legislative action by the King County Council and participating cities.

A complete explanation of findings can be found in the “Conclusion” section of this report.

Concepts Analyzed

The division analyzed four concepts to determine how to meet the goals of this report. Since the adopted plan calls for the construction of a new Northeast, that concept was included for comparative purposes and remains an available option.

- Do Not Build Northeast (Concept 0)
  - No Northeast
  - Does not direct commercial haulers
  - Does not restrict self-haulers

- Redirect Commercial (Concept 1)
  - No Northeast
  - Redirects commercial haulers, primarily to Shoreline

- Restrict Self-Haul (Concept 2)
  - No Northeast
  - Restricts self-haulers from using Factoria at certain times and extends operating hours at Factoria

- Build Northeast (Concept 3)
  - Build Northeast

No-Build Actions that Meet Desired Service Times and Queue Lengths

The following no-build concepts, combined with mitigation strategies, meet desired wait times and queue lengths.

A full list of demand management strategies and mitigation strategies can be found in the "Study Elements" section of this report. An explanation of how these actions were analyzed and packaged can be found in the "Methodology for Evaluating Concept and Strategy Packages" section of this report.

No-Build Options That Meet Desired Service Times and Queue Lengths

CONCEPTS	FACTORIA	SHORELINE
Do Not Build Northeast (Concept 0)	• Extend operating hours (6 a.m. to 10 p.m. weekdays, 8 a.m. to 8 p.m. weekends) • Implement incentive pricing on minimum load fees of $22 or $41.25 depending on peak hour times and day of the week	• Add staff • Add an outbound scale
Do Not Build Northeast and Redirect Commercial (Concept 1)	• Ban yard and wood waste from transfer stations and redirect to existing private site or new public site • Implement mandatory curbside collection • Lower-cost bulky item collection to reduce self-haul transactions	• Add staff • Add an outbound scale
Do Not Build Northeast and Restrict Self-Haul (Concept 2)	• Ban yard and wood waste from transfer stations and redirect to existing private site or new public site • Implement mandatory curbside collection • Lower-cost bulky item collection to reduce self-haul transactions	• Add staff • Add an outbound scale

Costs

Though the division can analyze and forecast future costs associated with operational and capital improvements, some costs customers could incur are more difficult to measure. For example, commercial haulers have indicated that not building a Northeast would result in more trucks on the road and more miles driven, which could cause collection rates paid by the customer to increase. A Hauler Survey that explains what could happen if a Northeast is not built can be found in Appendix C.

Strategies with an operational emphasis tend to have lower recurring costs but are subject to inflation over time. Though the analysis shows that operational costs do escalate over time, those costs never reach the upfront amount the division would need to pay to build a new Northeast. Strategies with an emphasis on capital tend to have higher one-time costs and are not subject to inflation. To compare the costs of the different build/no-build strategies, a Net Present Value calculation was used to account for the different cost and revenue streams over time.

Building a new Northeast Transfer Station is the most expensive of the modeled strategies for managing transactional demand in the northeast service area. The upfront capital costs of building a new station exceeds the operational and policy costs associated with strategies like adding an outbound scale at Shoreline or extending hours at Factoria.

A complete cost analysis and comparison of the different concepts and strategies can be found in Appendix I.

Environmental Impacts

Both build and no-build actions can result in environmental impacts and would require a State Environmental Policy Act review.

Regionally, not building a Northeast would lead to more cars on the road driving farther and burning more fuel to reach transfer stations, increasing greenhouse gas emissions. Building a new transfer station also creates greenhouse gas emission impacts during its construction.

At Factoria, the environmental impacts most likely to occur are additional vehicle traffic during evening peak commuting hours.

At Shoreline, although the addition of staff and an outbound scale could result in reduced queuing and reduced negative air quality impacts, as well as a decrease in self-haul traffic, an increase in commercial traffic would occur.

A more extensive explanation of potential environmental impacts projected under the various packages can be found in the “Methodology for Evaluating Concept and Strategy Packages” section of this report.

70 Percent Recycling Rate: Tonnage vs. Transactions

King County has set a goal of reaching a 70 percent recycling rate by 2020. The region stands to benefit substantially through economic and environmental impacts. The single largest influence on landfill capacity is the fact that 78 percent of what is being brought into the transfer system to be landfilled could be recycled instead. When the landfill reaches capacity, the region will face more expensive disposal options. While the recycling goal is an important one to achieve for extending the life of the landfill, it has only a small effect on the number of customers using the transfer system. Though an increase in recycling leads to a decrease in garbage tonnage, self-haulers, the primary drivers of transfer station capacity needs, would continue to use stations at the same rate and create the same transactional demand.

Responsiveness to Comments

On March 31, 2015, the Solid Waste Division submitted the *Draft Transfer and Waste Management Plan* to the King County Council and opened the draft for review by cities, stakeholders, and the public, who were encouraged to submit their comments. The public comment period was scheduled to close on April 29, but to give its customers and stakeholders enough time to respond to the draft plan, the public comment period was extended by seven days. On May 6, the public comment period ended and the division began reviewing the comments in preparation for submitting the final report to council on June 30.

The division received 20 letters, containing various comments, from cities, the general public, and a Solid Waste Advisory Committee member. Those comments, as well as responses, can be found in Appendix J. Some comments received, including retaining building a Northeast as an option, cost analysis and comparisons of concepts, and equitable distribution of transfer service and fees, among others, influenced the final report. Changes made to the body of the report in response to comments are also noted in Appendix J.

Recommendations

Though the results show a Northeast is not needed at this time, the modeled demand management strategies are untested and would benefit from real-life analysis in order to determine how the strategies can be distributed as equitably as possible. Additionally, regional discussion with cities and stakeholders is needed to inform policies to be included in an updated *Comprehensive Solid Waste Management Plan* (Comp Plan). Such policy discussions include maximizing the lifespan of the Cedar Hills Regional Landfill, increasing recycling and diversion efforts to reach a 70 percent recycling rate, providing system-wide customer service excellence, and ensuring a sustainable rate model is in place to cover system expenses.

The division recommends the following:

- Do not build a new Northeast Transfer Station at this time, but keep it as an option for a future potential facility.
- Develop and test the following demand management strategies:
    a. Conduct a pilot program to test the effectiveness and potential impacts of using demand management strategies, including web cameras to inform customers of station activity in real time.
    b. Work with private industry customers and stakeholders to develop a low-cost bulky item collection pilot in target regions of the county by May 2016.
    c. Research point of sale (IT system) needs to support differential pricing for transactions at the transfer stations and identify implementation needs by May 2016. Implement necessary technology changes by September 2017.
    d. In 2017, begin a 12-month pilot to test the effectiveness and potential impacts of extended hours and incentive pricing. Following the pilot, transmit a report and recommendation to Council in March 2019.
- Identify the steps needed to achieve 70 percent recycling rates.
- Continue the *Comprehensive Solid Waste Management Plan* process with city partners and other stakeholders to address key policy issues and produce a draft *Comprehensive Solid Waste Management Plan* for review in early 2017.
- Upon adoption of the *Comprehensive Solid Waste Management Plan*, the system's infrastructure should be reassessed to ensure it fully supports the adopted strategies and goals of the system.

Background

In King County, the transfer system serves a population of about 1.4 million residents and numerous businesses ranging across 2,000 square miles from rural and remote to densely urban and suburban.

This review is focused on the urban transfer system and one central question in particular: *How do we serve the northeast area?* Impacts of closing the Renton Transfer Station are also addressed.

There are options for providing service – from capital investments to policy changes to operational strategies. This report provides information so that these options can be compared. Then, with feedback from stakeholders, a final report will be prepared with a recommended course of action.

Purpose of Review

In 2013, in collaboration with its stakeholders, the King County Solid Waste Division (division) conducted a comprehensive review of the Solid Waste Transfer and Waste Management Plan (Transfer Plan). One of the recommendations of that report was to continue to evaluate the best capital and operational approaches to provide service to the northeast county. This report addresses that recommendation, along with other analysis specified in Council Motion 14145:

> By March 31, 2015, the division shall transmit a draft report to the Council, followed by a final report by June 30, 2015, prepared in collaboration with stakeholders, on strategies to manage transactions at transfer stations, as well as other operational and capital strategies such as increased use of underutilized transfer stations.
>
> - The report shall address the management of transfer station transactions through the use of strategies intended to avoid excessive user wait times resulting from overutilization of individual stations.
> - The report shall analyze options E1 and E2 in the Transfer Plan Review Report.
> - The report shall also analyze the effect of the potential closure of the Renton Transfer Station on the self-haul service needs of residents currently served by the Renton Transfer Station, with particular attention to the accessibility and convenience provided to current transfer station clients by the Renton station, compared with drive time and potential waits associated with alternative transfer station options.
> - The report shall analyze options for self-haul service for residents currently served by the Renton Transfer Station in the event of a closure of the station.

The report also addresses recommendations of the Transfer Plan Review Final Report (Revised and Amended June 2014):

> In collaboration with stakeholders, continue to evaluate a mix of capital facilities and operational approaches to address system needs over time, including implementation of operational approaches such as transaction demand management strategies that would provide service for the northeast county without building an additional transfer station; compare trade-offs and benefits with the Transfer Plan.

Questions and concerns expressed by cities and other stakeholders during the review process are also addressed in the report.

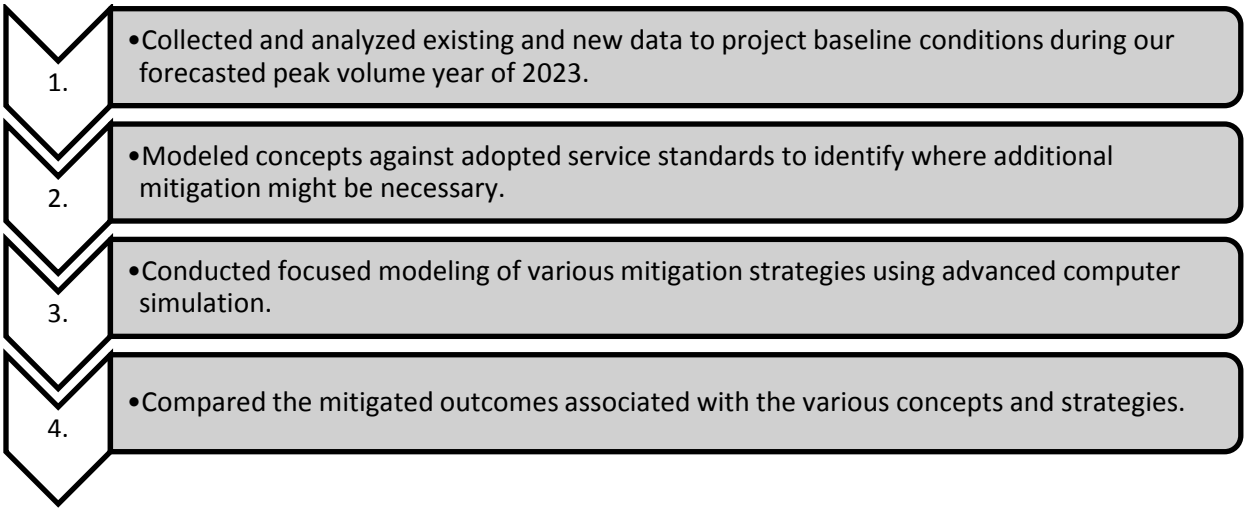
This second review of the Transfer Plan will inform the revision of the comprehensive solid waste management plan update.

Process

A team of consultants collected and analyzed the data that led to the findings presented in this report. An advisory committee composed of members of the Metropolitan Solid Waste Management Advisory Committee and the Solid Waste Advisory Committee provided feedback and advice to the Solid Waste Division throughout the review. Workshops provided a larger group of stakeholders with updates and helped to identify outstanding questions and concerns. Surveys of transfer station self-haulers and commercial haulers were also conducted.

The data collection and analysis process was composed of four key steps to ensure a thorough review of regional solutions.

Data Collection and Analysis Process



Key Assumptions

Key assumptions informed by Council Motion 14145, as well as previous review in 2013, include:

1. The review focused on the northeast service area and the Renton Transfer Station.
2. All concepts assumed that the Houghton Transfer Station would close sometime before 2023.
3. Each concept was analyzed both with the Renton Transfer Station open and with it closed.
4. Factoria was modeled based on the design of the station currently under construction.
5. Analysis focused on 2023 because that year represents the forecasted peak for system tonnage, so any potential service problems could be identified and mitigation applied under a worst case scenario.
6. A 70 percent recycling rate would be achieved in 2020.
7. The City of Bellevue, along with four of the five Point Cities – Clyde Hill, Hunts Point, Medina, and Yarrow Point – will leave the system in July 2028.
8. Concept 3, Build a Northeast Recycling and Transfer Station, was included because it is in the adopted Transfer Plan and provides a useful comparison to the other concepts.

Transfer Plan Review Part 1

As a follow-up to the 2006 Transfer and Waste Management Plan that was developed in collaboration with advisory committees and reviewed by an independent consultant, the King County Council requested a review of that plan in 2013. The report for that review was provided to Council on March 3, 2014. Council amended the report in May 2014 and directed that additional review be done. The report recommended the following:

- Proceed with a new Factoria Recycling and Transfer Station in 2014.
- Continue the siting process for a South County Recycling and Transfer Station.
- Continue to evaluate a mix of capital facilities and operational approaches to address system needs over time, including implementation of operational approaches such as transaction demand management strategies that would provide service for the northeast county without building an additional transfer station; compare trade-offs and benefits with the Transfer Plan.
- Revise the 2006 Solid Waste Transfer and Waste Management Plan and the pending Comprehensive Solid Waste Management Plan to address the transfer station network to include among the new or upgraded urban Recycling and Transfer Stations: Bow Lake, Factoria, Shoreline, and a new South King County Recycling and Transfer Station.
- Revise the 2006 Solid Waste Transfer and Waste Management Plan and the pending Solid Waste Comprehensive Plan to acknowledge continuing system attention to potential capital needs over time that may include capital projects such as recycling facilities, CDL facilities, a new northeast recycling and transfer station, or other capital projects as potential future facilities to retain flexibility in the system.

As of June 2015, the division has completed construction of the Bow Lake Recycling and Transfer Station, begun construction of a new Factoria Recycling and Transfer Station, and is in the process of siting a new South County Recycling and Transfer Station to replace the Algona Transfer Station.

South County Service Area

Although it is an integral part of our urban transfer system, the south county service area, currently served by the Algona Transfer Station, is not significantly impacted by decisions regarding the north part of the county. The Transfer Plan Review Part 1 concluded that a new South County Recycling and Transfer Station would be necessary to replace the aging Algona Transfer Station. The Bow Lake Recycling and Transfer Station is not sufficient to serve the south county service area, even if the Renton Transfer Station were to remain open. For more information see the Transfer Plan Review Final Report.

Council Motion 14145 specifically directed additional review of the northeast and Renton service area needs. Decisions made for the northeast service area, currently served by the Houghton Transfer Station, will have little or no impact on the south county service area as there is virtually no overlap in the customer base. There is minimal overlap between the Renton and south county service areas. Tables showing what percentage of the loads delivered to each urban transfer station come from which city, for both self-haul and commercial-haul can be found in Appendix H. Additionally, in a recent survey of transfer station customers (see Appendix B), less than four percent of Renton Transfer Station self-haulers said that they would use the Algona Transfer Station if the Renton station were to close. That represents about a two percent increase in transactions in the south county service area or about 6 to 7 customers per day.

Transfer Plan Review Part 2

In July 2014, following council adoption of Motion 14145, the division began the process to undertake further review of the Transfer Plan. Through the advisory committees – MSWMAC and SWAC – and a special Transfer Plan Review committee, the division benefited from diverse participation and views to ensure the effectiveness of this study. In addition to the committee meetings, the division held two workshops to reach out to a broader audience. To foster awareness of the study as it progressed, information was distributed and posted on the division's website. As with the previous review, the process began with outreach to stakeholders and adoption of guiding principles.

Guiding principles

In collaboration with its stakeholders, the division adopted the following principles to guide the transfer plan review process:

- Participants in the King County solid waste system will have access to efficient and reliable regional transfer services at rates as low as reasonably possible, consistent with sound financial and environmental stewardship.
- Future system facilities will be designed to provide flexibility to accommodate changes in growth, anticipated future customer needs, and future waste disposal, conversion, and recycling options and technologies.
- The system will comply with all applicable local, state, and federal regulations.
- The system will support the following long-term goals:
    1. Extend the life of the Cedar Hills Regional Landfill through 2040
    2. Achieve Zero Waste of Resources by 2030
    3. Achieve 70 percent recycling by 2020
    4. Provide stable, competitive rates
    5. Environmental excellence
- This review will be conducted in a transparent and collaborative manner between King County and its stakeholders.

Stakeholder Engagement

To assist with the Transfer Plan review, an advisory committee composed of MSWMAC and SWAC members met in August, September, and October to review demand management strategies, the effect of Renton closure, and other topics responsive to the Council motion. Workshops in November and February provided a larger group of stakeholders with updates and helped to identify outstanding questions and concerns. Transfer Plan Review advisory committee members, links to the meeting and workshop information, and stakeholder comments can be found in Appendix F.

In addition, the division conducted an online survey focused on Houghton, Factoria, and Renton Transfer Station self-haulers from mid-November to early January. The purpose of the survey was to provide the division with additional data related to customer origin and type, types of waste disposed, reasons for using the stations, and curbside garbage subscription levels in order to better understand how and why self-haulers use the stations. Questions included how frequently self-haulers take loads to the stations, what materials they bring, how transfer system use would change if Houghton or Renton closed, and

what the most important transfer station features or elements are and customer willingness to pay for a new Northeast Recycling and Transfer System. For more detailed information see Appendix B.

Information was also requested from the commercial haulers to assess how potential changes to the transfer system might affect the haulers and their customers. Division staff sent a list of questions to each of the commercial haulers and also met with representatives from Waste Management, Republic and Recology Cleanscapes to discuss the information. Questions that were discussed include: potential routing and cost impacts if Houghton and Renton closed; potential routing and cost impacts if haulers were directed to use specific transfer stations; facility operating hours; potential use of private transfer stations to haul directly to Cedar Hills (regional direct); and bulky waste collection. For more detailed information see Appendix C.

Consultant Roles and Expertise

The division contracted with a team of consultants to provide data collection and analysis. AECOM (formerly URS) provided project management oversight of the team which included Transpo Group, and The Greenbusch Group.

All three firms have expertise in environmental and impact analysis on commercial and industrial facilities, including transfer stations, as a core portion of their business. Some of their specific project experience includes: design and construction management of the Seattle South Transfer Station; SWD Intermodal Facility Siting Study; Snohomish County Transfer Station Master Planning; Bow Lake Transfer Station Master Plan, Advanced Traffic Management System, and Noise Analysis and Compliance; First Avenue Transfer Station traffic impact analysis; and Waterfront Streetcar Maintenance Facility Siting Study and Design. All of these projects involved environmental review, permitting strategies, cost analysis and scheduling. The team was supported by IDAX, using video technology to monitor and calculate service times and vehicle queuing at key locations at the stations.

The division was further supported by Cascadia Consulting Group, which developed an online customer survey to provide more information about self-haul use of transfer stations. Specific projects that Cascadia has completed include on-site customer surveys at Seattle and King County solid and hazardous waste collection facilities; a web-based survey of participants in King County's Business Hazardous Waste pilot project; an industry-wide "recycling best management practices" survey for the federal Airport Cooperative Research Program; and various targeted research efforts for the cities of Seattle, Olympia, and Bellingham.

Data Collection

The consultant team collected data on weekdays and Saturdays at the Shoreline, Houghton, Factoria, Renton, and Bow Lake stations to understand the existing conditions and operations of each facility (Appendix A). Appendix L contains more detailed information about the collected data and the roles and responsibilities for collection and analysis.
Data collected included:

Traffic counts – First, consultants placed traffic counters at each station for a number of days in September 2014 to determine the weekday and Saturday three-hour peak period for each station. 24-hour tube counts were conducted over a two-week period at the approaches to each station.

Service time counts – Next, consultants returned to the site during the station's 3-hour peak period. Each vehicle entering the site was tracked through license plate identification to measure delay and service times for various activities on-site. The processing times at the entry scale, exit scale, self-haul tipping floor area, and commercial tipping floor area were collected at each site. In addition, the

processing time for the recycling area, household waste, and yard waste areas were measured at the transfer stations where that service is provided.

Video – Simultaneous with the service time counts, video was taken to document the traffic volumes at key locations as well as the vehicle type.

Customer origin/destination surveys – At the same time the service time counts were taken, customers were asked the origin of their trip to understand the distribution of customers using the station. This is useful information to consider when looking at the potential future closure of stations (i.e., Houghton, Renton) or analyzing a potential shift in station operations (i.e., redirecting commercial haulers or restricting self-haul).

Off-site traffic analysis – Traffic counts were collected at key intersections surrounding each station during each station's respective weekday and Saturday station peak-hour period. This information was used to assess the impacts to the off-site intersections based on the site traffic anticipated under each of the concepts. The off-site analysis was conducted using Synchro[i] software, a program used to evaluate the capacity of intersections. Synchro is used by all the cities in which the stations are located. Synchro provides a level of service (LOS) grade that can be used to assess overall intersection capacity and operational performance. (Attachment B to Appendix A, LOS Definitions, provides a more detailed explanation of intersection LOS criteria.)

Noise monitoring – Concurrent with the traffic and service time counts, noise measurements were taken to understand noise levels at the boundary of the station properties and to identify noise levels of vehicle types using the station. Noise measurements were taken at Bow Lake, Renton, and Shoreline; for Factoria, 2012 noise measurements were used.

Process Used to Forecast and Analyze Data

Using data from several sources, the consultant team developed a model to analyze site conditions at the selected transfer stations. Tonnage data is a necessary input to the model, but the number of transactions at the stations determines how well traffic flows at a given site. Data from the cashiering system that collects daily transaction and tonnage information, and data that was collected on-site on both weekdays and weekends were all used to develop the model.

Tonnage forecast and assumptions

Population and other demographic data from the Puget Sound Regional Council and local economic forecasting firm of Dick Conway and Associates provide a basis for the tonnage forecast. Key demographic data used includes population growth, employment, household size, and per capita income. Other assumptions in the forecast include:

- A 70 percent recycling rate is achieved in 2020
- The City of Bellevue, along with four of the five Point Cities – Clyde Hill, Hunts Point, Medina, and Yarrow Point – will leave the system in July 2028

These assumptions are discussed in more detail below.

By 2031, based on current recycling goals being considered by the cities and the county for the update of the Comprehensive Solid Waste Management Plan, the division is forecasting that 70 percent of all waste generated will be recycled. This is expected to have little or no effect on transactions since the material will still be received and handled at the recycling and transfer stations. The division projects

[i] Synchro, Trafficware, version 8.0

that the gains in recycling will be gradual – about one percent a year. The increased curbside collection of recyclable materials – single, multi-family, and non-residential – will somewhat reduce commercial tons and transactions at transfer stations. The forecast also projects that self-haulers will recycle about 35 percent of the waste brought to the transfer stations – reducing total disposed, but with minimal effects to transactions.

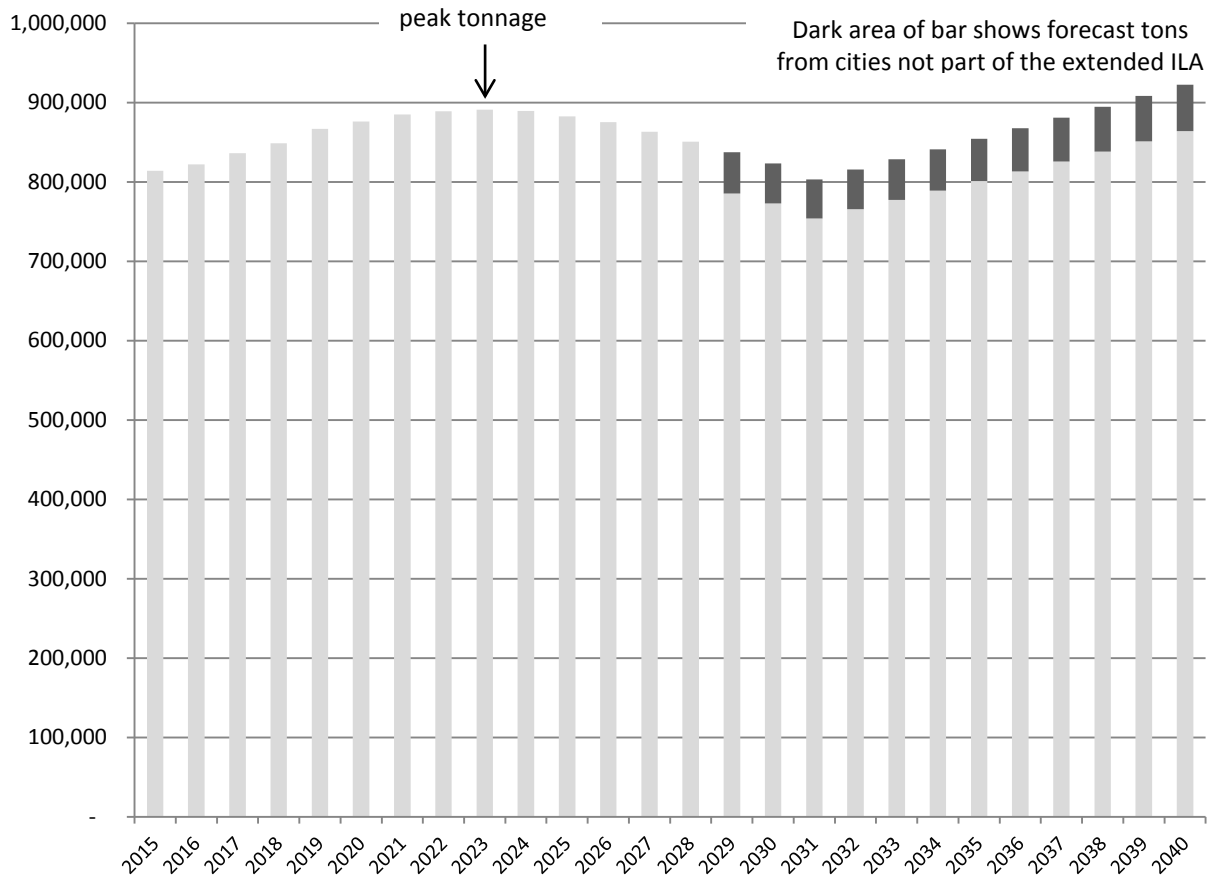
Population growth, higher per capita income, and increased employment are directly correlated with an increase in consumption and waste generation. In King County, population is expected to grow at a steady rate of about one percent per year and employment is expected to increase at an annual rate of about 1.8 percent over the forecast period. Per capita income is also expected to grow by about two percent a year (adjusted for inflation). Household size is expected to decrease from an average of about 2.6 persons per household to 2.4 persons per household; a decrease in household size tends to increase waste generation per capita.

King County currently has Solid Waste Interlocal Agreements with thirty-seven cities in King County. These agreements establish the respective responsibilities of the parties in the solid waste management system including guaranteeing that waste produced in the cities will be directed to the King County solid waste system. Thirty-two cities have signed ILAs which are in effect through 2040 and five cities – Bellevue and four Point Cities – have ILAs which are in effect through June 2028.

The tonnage forecast projects that the peak year for garbage disposed (about 900,000 tons) will be 2023. At that time, Bellevue and the four Point Cities will still be part of the County's solid waste system. After July 2028, if Bellevue and the four Point Cities have not signed the Amended and Restated Interlocal Agreement and are not a part of the system, the cities' contracted haulers will need to take the garbage collected from these cities to their own transfer stations and will not use the County transfer system. Since Bellevue and the four Point Cities generate approximately eight percent of the commercial tonnage, the system would see a commensurate drop in tonnage, as shown in Figure 1.

If Bellevue self-haulers did not use the Factoria Recycling and Transfer Station there would be an approximate 35 percent reduction in transactions; however, this would not occur until July 2028.

Figure 1: Forecast of Garbage Disposed 2015-2040



Garbage Forecast Sensitivity

Any forecast is sensitive to changes in the factors that were used to develop the forecast. Three important factors that influence the garbage forecast add degrees of uncertainty – the proposed vs. actual recycling rate, the number of cities that are participating in the system, and the economy. The recycling rate is the most sensitive in terms of deviation from the forecasted tonnage numbers, followed by the numbers of cities participating in the regional system, and economic conditions.

Recycling rate: The current forecast assumes that the recycling rate will increase by one percent per year. A total of approximately 1.7 million tons of waste is generated (recycled and disposed) by households and business each year. A one percentage point deviation in the recycling rate has an almost three times larger effect than the one percent deviation in job growth. If a 60 percent recycling rate is reached, rather than 70 percent, by 2031 it would increase disposal by about 250,000 tons in that year (+33 percent). The recycling rate has remained relatively flat for the past several years, but the county and the cities are working together to plan how to achieve the 70 percent recycling rate.

Cities participating in the County's solid waste system: Currently, Bellevue and the four Point Cities have not signed the Amended and Restated ILA, so they will not be a part of the system after 2028. The planning assumptions for the forecast were based on this scenario for the long term planning

horizon. If those cities reconsider and sign the ILA, the division would expect to receive an additional 50,000 tons more per year.

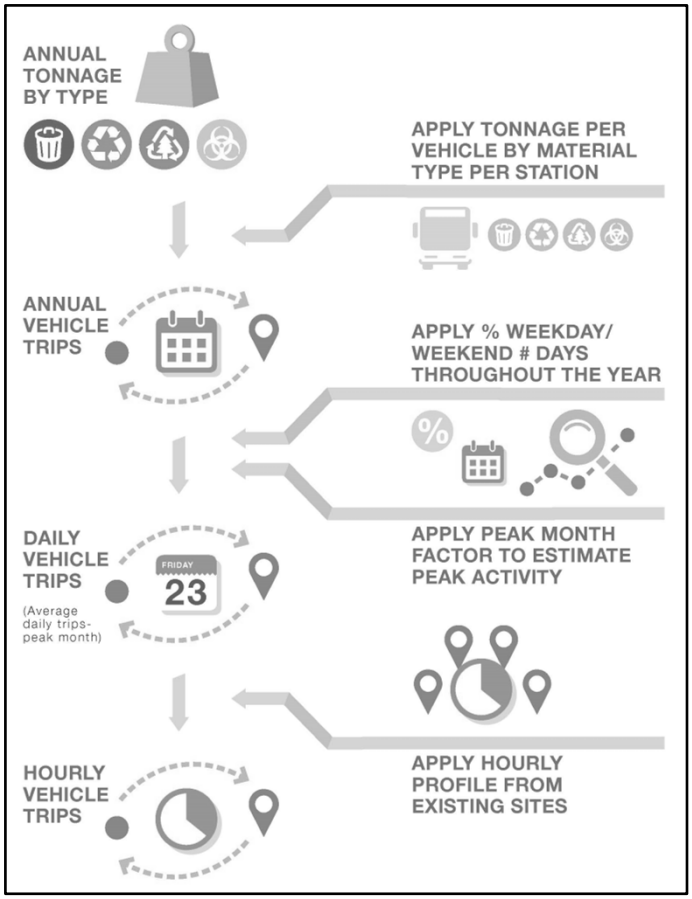
Economic factors: If growth in employment exceeds the forecast then additional garbage would be created. An estimated 2,300 tons of garbage could be expected for every 5,000 jobs exceeding the forecast. In the short run, the margin of error is rather small. A one percent increase in employment causes garbage disposed to go up by about 3,200 tons (which equals about one percent of all the garbage generated by the non-residential sector). From 2012 to 2013 the region experienced a 3.6 percent growth rate in employment, which amounted to an additional 11,500 tons of garbage.

Site Traffic – Trip Generation Methodology

A multi-step process was utilized to estimate the peak hour trip generation for each site based on annual tonnage forecasts (see Figure 2). The process used to develop the peak hour trip generation forecasts is illustrated below.
In general, the forecasts consider the following:

- Annual tonnage by type (i.e., garbage, recycle, yard waste, HHW)
- Average load (in tons) per vehicle for all material
- Weekday/weekend allocation
- Peak month and seasonal variations
- Weekday and weekend hourly distribution of traffic by customer type (commercial haul, self-haul, transfer trailers, and recycling)

Figure 2: Trip Generation Methodology



Analysis period

The traffic analysis focuses primarily on 2023 because that year represents the forecasted peak for system tonnage and therefore the year that capacity issues might arise. Given the range of customers that utilize the transfer stations, from the commercial-haulers to the general public, both the weekday and Saturday peak periods were analyzed. The specific peak hours vary at each station and as such were identified through comprehensive hourly counts taken over a multiple-week period. Details for each station are presented in the individual station assessment sections in Appendix A.

This analysis used a 90th percentile peak hour demand factor. This factor means that 10 percent of the time the demand is greater, but the demand can be considerably less. The 90th percentile is used to help to account for the seasonal variations of the facilities. It also helps to ensure that traffic volumes do not exceed the station capacity and impact adjacent city streets on a regular basis. Furthermore, the division designs the facilities for the 90th percentile demand, so it is appropriate that the traffic analysis apply a similar standard. Peak demand factors are typically used in the industry as it provides a

reasonable worst-case of peak conditions. For more detailed information about how the 90th percentile was calculated, see Appendix A, page 6.

Trip generation estimates prepared for each station and each concept considered the local factors such as tonnage per vehicle and hourly distribution patterns to estimate peak-hour activity. The detailed description of the calculation factors are provided for each station in the station assessment section in Appendix A.

On-Site Traffic Analysis

The internal traffic flow at the transfer stations is a complex transportation network with multiple service points and circulation needs. This includes the inbound process at the scale house, the primary tipping floor, additional material recycling and disposal stations, and the outbound operations at the scale house. This interconnected system is further complicated by the presence of commercial and self-haul traffic that utilize different areas of the tipping floor and, depending on the station, potentially separate scales.

The on-site evaluation of each station used VISSIM, a microscopic traffic simulation model. Using this model, a transfer station can be analyzed as one connected network including all circulation roadways, scale house operations, tipping floor access and capacity, and activity for other materials such as yard waste, recycling, or household hazardous waste. In addition, the VISSIM model includes the multiple vehicle types observed at each station.

PTV Vissim is a microscopic multi-modal traffic flow simulation software package developed by PTV Planung Transport Verkehr AG in Karlsruhe, Germany. The name is derived from "**V**erkehr **I**n **S**tädten - **SIM**ulationsmodell" (German for "Traffic in cities - simulation model"). VISSIM was first developed in 1992 and is today a global market leader. (Wikipedia)

Before the VISSIM model was used for any analysis of existing and forecast conditions, a comprehensive calibration process was completed for each weekday and Saturday peak period model. The existing conditions in the model were calibrated to match conditions as they were observed in the field at each station. Existing operational information was collected during the weekday and Saturday peak 3-hour periods. Each vehicle entering the stations during this time was tracked by license plate to measure delay and service times for various activities on-site. The processing times at the entry scale, exit scale, self-haul tipping floor area, and commercial tipping floor area were recorded. This data was used to understand the timing and movement of customers using the station so constraints could be identified.

In addition, the processing time for the recycling area, household hazardous waste, and yard waste areas were measured at the transfer stations where that service is provided. Default values in the VISSIM model such as vehicle travel speeds and dwell times at the various areas at the stations were modified from the default values in the model to match the observed data. The scope of the extensive data collection at each station is reviewed in more detail in the station assessment section in Appendix A.

Benchmarks

As part of the Transfer Plan review process, the division looked at how other nearby transfer systems compare to the King County system. Primarily, information was gathered from four other nearby systems – the City of Seattle, Snohomish County, Pierce County, and Kitsap County.

The King County transfer system (comprised of six urban and two rural transfer stations and two rural drop boxes) serves a population of about 1.4 million, about half a million more than Snohomish County and about double the population of the City of Seattle. It serves an area of about 2,000 square miles, which is about the same as Snohomish County. In 2013, the King County system handled about 786,000

tons of garbage, which is almost 90 percent of what was handled by all of the other systems combined. In contrast, the King County system handles far less separated organics than the City of Seattle or Pierce County, largely because, unlike King County, those systems transfer organics collected at the curb through their facilities. The King County system handles almost as many transactions as the City of Seattle, Snohomish County, and Kitsap County systems combined. Most of those transactions are generated by self-haul customers; the City of Seattle and Snohomish County report similar percentages of self-haul. Table 1 includes the details of the transfer systems in King, Snohomish, Kitsap, and Pierce counties and the City of Seattle.

Table 1: Regional Benchmarks

	King Co	City of Seattle	Snohomish Co	Pierce Co	Kitsap Co
Population	1,385,000	659,000 (2014)	746,000	820,000	230,000
Area Served	2,050 sq. mi.	82 sq. mi.	2,087 sq. mi.	1,669 sq. mi.	395 sq. mi.
Transfer Station Garbage Tons	786,072	247,271	412,445	56,913	178,081
Organics Tons	7,577	72,946	9,324	36,711	349
Transactions	707,255	264,857	335,047	not available	122,722
Percentage Self-Haul Transactions	85 percent	85 percent	80 percent	not available	not available
Transfer Facilities	8 transfer stations and 2 drop boxes	2 transfer stations	3 transfer stations and 3 drop boxes	3 transfer stations and 2 drop boxes	1 transfer station and 3 drop boxes
Garbage Per Ton Fee[ii]	$129.40	$145	$108.78	$144.97	$70.45
Recycling Rate	53%	56%	45%	not available	42%

All data is for 2013 unless otherwise noted.

The other jurisdictions were also asked about the average time that customers spend at their facilities – inbound scale to outbound scale. The City of Seattle reported an average time on-site at the South Transfer Station of about 7 and a half minutes for commercial haulers and about 13 minutes for self-haulers. Pierce County estimated an average of about 18 minutes on-site during the week and a weekend peak average closer to 30 minutes. At Kitsap County's Olympic View Transfer Station the average is about 16 minutes. In the King County system, the average time on-site varies between transfer stations. Table 2 shows the 2014 average minutes on-site at King County's transfer stations.

[ii] 2015 per ton fee; includes state refuse tax, and for King County and the City of Seattle includes a moderate risk waste surcharge.

Table 2: 2014 Average Minutes On-site
(Inbound Scale to Outbound Scale)

	Weekday		Weekend	
	Commercial	**Self-Haul**	**Commercial**	**Self-Haul**
Algona	13	13	12	11
Bow Lake	8	14	9	13
Enumclaw	9	12	6	12
Factoria	14	14	12	12
Houghton	11	13	11	11
Renton	10	11	12	10
Shoreline	9	14	15	13
Vashon	8	10	4	10

Jurisdictions were also asked about how long customers wait before entering the site. Snohomish County had information from a 2012 customer survey – according to customers, the average wait was just over 1 minute, with about 62 percent reporting no wait, and only 3 percent reporting a wait of 10 minutes or longer; 15 minutes was the longest reported wait time. Pierce County estimated that the longest wait time at the largest transfer station is usually less than 2 minutes, although it can be up to 10 minutes during the busiest times, and wait times for smaller sites and yard waste tend to be longer. Information about wait time was not available from the City of Seattle or Kitsap County. The division does not collect data on how long customers wait before they enter the station. Customer complaints about wait times are rare. Queue lengths at King County stations are discussed in more detail later in this report.

Another aspect that was explored was the use of tare weights or radio-frequency identification (RFID) for commercial haulers and other customers with charge accounts. Tare weights are not widely used. Both the City of Seattle and Snohomish County use RFID for commercial haulers and the City of Seattle uses RFID for some other large account customers as well. Use of RFID could be implemented at facilities to help to improve efficiency and service to commercial haulers; however there would be little or no effect on transfer station capacity because this improvement would not address the projected constraints at the stations.

For more detailed benchmark information, see Appendix E.

Study Elements

To address the Council motion, the division looked at data in several different ways, testing combinations of concepts and demand management strategies for their effect on capacity and other aspects of the transfer system. Three different concepts that would not build a Northeast Recycling and Transfer Station were created and compared to one concept that did build a new Northeast Recycling and Transfer Station.

Using the developed model, the consultants identified constraints for each concept at each transfer station. Next, the team identified potential strategies to mitigate the constraints. Of the strategies

identified, those most likely to be effective were modeled. The strategies and solutions selected varied by site, depending on the issue that needed to be solved.

Capacity

This review focused on the transactional capacity at the transfer stations. Transactional capacity (also called trip, customer, or vehicle capacity) refers to the ability of a particular transfer station to process the number of customers using the station, without causing excessive service times or off-site queues that block driveways or roadways. Factors that might affect capacity include:

- Property size and layout, e.g., distance from gate to scale house and from scale house to tipping building
- Station size and layout, e.g., number of stalls and flexibility to reconfigure
- Operating method, e.g., direct dump vs. pit or flat floor
- Peak demand times, e.g., Saturday in July vs. Wednesday in February
- Hours of operation
- Time it takes customers to use the site, e.g., time spent on the scale, time spent unloading waste or recycling, and time spent moving from one point to another

Concept Descriptions

Four concepts were developed to address the Council motion.

- Concept 0 – No Northeast, does not direct commercial haulers, no self-haul restrictions
- Concept 1 – Direct commercial haulers, no Northeast (E1*)
- Concept 2 – Restrict self-haul, no Northeast (E2*)
- Concept 3 – Build Northeast

**Reflect E1 and E2 as referenced in Council Motion 14145*

All of the concepts assume that the Houghton Transfer Station will close by 2023. In addition, each concept was analyzed both with the Renton Transfer Station open and with it closed. The division included Concept 3, Build Northeast, because it is called for in the adopted Transfer Plan and is useful as a comparison to the other concepts. These concepts represented a starting point for addressing transactional constraints. Analysis was completed to determine the extent to which these concepts would avoid extensive customer wait times, or to what degree additional mitigations strategies would be needed.

Concept 0: This concept assumes that a new Northeast Recycling and Transfer Station would not be built. It is used as the baseline concept to identify issues in the system. It assumes current customer use patterns. It does not direct commercial haulers to use any particular stations nor are there any self-haul restrictions. Operating hours remain similar to the current hours and HHW and recycling are available at Factoria.

Concept 1: Concept 1 directs commercial haulers to specific stations to more evenly balance use across the system (see Table 3). This concept is adapted from Alternative E1 from the *Transfer Plan Review Report*. Concept 1 differs from E1 in that it does not assume extended hours, additional scales, or a queuing lane except as potential mitigation strategies. E1 also assumed that Renton would remain open, while Concept 1 was analyzed with Renton open and closed. Concept 1 would require a council ordinance to restrict commercial hauler use of Factoria and to direct them to alternate stations. This concept assumes that operating hours would be similar to current operating hours and that HHW and recycling would be available at Factoria.

Table 3: Concept 1: Direct commercial haulers

	cities/surrounding areas directed to Factoria	cities/surrounding areas directed to Shoreline	cities/surrounding areas directed to Renton	cities/surrounding areas directed to Bow Lake
a)	***Without Renton***			
	Beaux Arts, Bellevue, Carnation, Clyde Hill, Hunts Point, Issaquah, Medina, Newcastle, North Bend, Redmond, Sammamish, Snoqualmie, Yarrow Point	Bothell, Duvall, Kenmore, Kirkland, Lake Forest Park, Shoreline, Woodinville	n/a – Renton closed or not accepting commercial	Mercer Island, Renton
b)	***With Renton***			
	Beaux Arts, Bellevue, Carnation, Clyde Hill, Hunts Point, Medina, Mercer Island, Redmond, Sammamish, Yarrow Point	Bothell, Duvall, Kenmore, Kirkland, Lake Forest Park, Shoreline, Woodinville	Issaquah, Newcastle, North Bend, Renton, Snoqualmie	

Note: Cities/surrounding areas not shown in the table would not be directed to a specific transfer station.

Concept 2: This concept would restrict self-haul use at Factoria during peak commercial hours – 6 a.m. to 3 p.m. It is adapted from Alternative E2 from the *Transfer Plan Review Report*. Concept 2 differs from E2 in that it restricts self-haul use until 3 p.m. instead of 4 p.m., it assumes that recycling would be available, and it assumes HHW service, additional scales, or a queueing lane except as potential mitigation strategies. E2 also assumed that Renton would remain open, while Concept 2 was analyzed with Renton open and closed. To make this possible, the King County council would need to approve an ordinance that restricts self-haul use. Like E2, Concept 2 assumes extended Factoria hours of 6 a.m. to 10 p.m. weekdays and 8 a.m. to 8 p.m. on weekends.

Concept 3: This is the only concept that assumes a new Northeast Recycling and Transfer Station would be built to serve the area currently served by the Houghton Transfer Station. For analysis purposes, the division considered locations near the end of State Route 520 and in the Totem Lake area. It assumes that a new Northeast station would be of a similar size, design, and operation as the new Factoria station and that the operating hours would be similar to the operating hours of the existing Houghton Transfer Station.

Overview of Strategies

This review analyzed a variety of mitigation strategies that manage transfer station transactions – individually and in concert with each other – to determine what impact they might have on use of the transfer system. Goals included more evenly balancing use of transfer stations across the system and avoidance of excessive user wait times and queue lengths.

Concepts 1 and 2 both have demand management strategies built into the concept.

- Concept 1 directs commercial haulers to use certain transfer stations so that transfer system use is more evenly balanced and in particular so that use of Shoreline is increased.

- Concept 2 restricts the hours that self-haulers can use Factoria and also extends the hours so that self-haulers are encouraged to use the extended hours or to use alternative transfer stations during the restricted hours.

Additional mitigation strategies analyzed fall into two general categories: those that reduce the number of customers using a particular transfer station or the transfer system in general and those that increase the number of customers that can be served at a station. Operational, policy, and capital strategies were considered. All demand management strategies identified during the Transfer Plan Review Part 1 are included in the current review.

The key demand management strategies that reduce the number of customers using the transfer system or a particular transfer station that were analyzed include:

- Extend operating hours
- Incentive/peak pricing
- Provide wait time information (video feed using existing cameras)
- Mandatory curbside garbage collection
- Lower cost curbside bulky waste collection
- Higher minimum fee
- Lower regional direct fee to encourage haulers to use their own transfer stations
- Do not provide HHW service at Factoria, provide at separate location elsewhere in service area
- Ban materials from disposal and recycling

Strategies that improve site capacity that were considered include:

- Add scales and/or queueing lanes
- Add stalls/ increase the tip floor capacity
- Provide unloading assistance

The effectiveness of each strategy, or a combination of strategies, varies from station to station. A more thorough description of the strategies follows:

Extend operating hours: The intended effect of extending hours is to encourage self-haulers to use the station at times other than the peak operating hours. The current operating hours for Factoria are 6:30 a.m. to 4 p.m., Monday-Friday, and 8:30 a.m. to 5:30 p.m., Saturday and Sunday. Concept 2 includes the extended hours of 6 a.m. to 10 p.m. on weekdays and 8 a.m. to 8 p.m. on Saturdays and Sundays at Factoria. These same extended hours were considered for Factoria under other concepts as well.

Impacts of this strategy include more vehicle traffic during peak afternoon commute hours and potential impacts to neighboring businesses. Changing the hours would require approval of an ordinance by the King County council. In addition, a new environmental review would be needed to analyze the effects of the increased traffic during the afternoon commute hours.

Incentive/peak pricing: The division looked at implementing incentive/peak pricing via a variable minimum fee of $22 or $41.25 depending on peak hour times and day of the week. This strategy, in conjunction with extended operating hours, would encourage self-haulers to use the transfer station during hours when the station is not as busy. Price elasticity research indicates that a fifty percent price increase during peak hours would cause about a fifteen percent drop in transactions during those hours,

thus moving transactions to other transfer stations or to off-peak hours. Depending on the concept, the division could expect to realize a revenue increase of about $700,000 to $2.2 million (in 2023) from this strategy. Potential issues with this strategy include fee equity, potential adverse impacts on low income customers and small business owners, and customer dissatisfaction.

Provide wait time information: Cameras located at the scale house could provide information to customers that are going to make a trip to the transfer station. The cameras could provide views of the entrance to the station and at points within the station so that the customer could decide whether to delay their trip to a time when that station is not as busy. The division could make use of cameras that may already be in place to show a photo that is frequently refreshed on the Solid Waste Division website. Costs associated with this option would be minimal. Some other transfer facilities and other high-traffic services provide this type of information via their websites; however, none could provide any information about how it had affected traffic volumes.

Mandatory curbside garbage collection: This strategy would require that all residents subscribe to curbside garbage collection. Estimates of the impact this strategy would have on reducing trips to the transfer station vary by station and are based on information provided by self-haul customers.

Table 4: Estimated percentage reduction in self-haul transactions if mandatory garbage collection

Algona	Bow Lake	Factoria	Houghton	Renton	Shoreline
10.6%	14.9%	6.5%	1.4%	11.6%	16.6%

For this strategy to be effective, it would require the County and all of the cities that do not currently have mandatory collection to pass ordinances. At this time, residents in 24 of the 37 cities in the solid waste system and the unincorporated area are not required to have curbside garbage collection. Issues with this strategy include possible dissatisfaction due to reduction in choice, difficulty with serving some properties with curbside collection, and potential impacts on low income residents.

Lower cost bulky item collection: Because a high percentage of what self-haulers are bringing to the transfer station are bulky wastes that do not fit into a curbside garbage can, a strategy that was analyzed is lower cost curbside bulky item collection. Many cities currently have a rate in their contracts for bulky waste pick-up, but the rate is high enough that it is not widely used. Costs range from a low of just over $20 up to about $100 with a median cost of about $50 to $65 per item. In an online survey of self-haulers, a majority of respondents said that they would be willing to pay for curbside bulky waste pick-up if it was priced at $25 per item ($35 for refrigerators/freezers). The reduction in trips varies by station, but overall it is estimated that this strategy would have only a small impact because the number of customers who only bring bulky items to the stations and indicate a lower cost curbside service is relatively small as a percentage of total transactions. The cities and haulers would be primarily responsible for changing their contracts to institute a lower bulky waste item collection rate.

Higher minimum fee: This strategy considers what the effect raising the minimum fee would have on self-hauler use of the transfer stations. Since garbage disposal is necessary, the price elasticity tends to be lower in comparison to other goods and services. The minimum fee was increased 100 percent (doubled) to model the effect. Model results indicate that if the fee is doubled system wide, there would be an estimated 7.5 percent decrease in overall transactions. If the fee were doubled at the Factoria Recycling and Transfer Station only, there would be an estimated 20 percent reduction in transactions at Factoria. Depending on whether the fee was doubled system-wide or just at Factoria, there would be a revenue increase of about $10 to 15 million (assuming a minimum fee of $55 in 2023). Issues with this strategy include fee equity, potential adverse impacts on low income customers and small business owners, and customer dissatisfaction.

Lower regional direct fee: The Regional Direct Fee (RDF) is a discounted fee charged to commercial collection companies that bring solid waste to Cedar Hills in large transfer trailers via their own transfer stations and processing facilities. The current RDF is $103.50, which is about 14 percent less than the Basic Fee. Prior to 2003, the RDF was about 28 percent lower than the Basic Fee. When the RDF was lower, about 25 percent of solid waste was brought directly to Cedar Hills. Currently, only about 1 percent comes directly to Cedar Hills. However, lowering the RDF would have little to no effect in the northeast or Factoria service areas because, according the commercial haulers, any waste diverted from the transfer stations would be from the Bow Lake, Algona, and Renton transfer stations. Additionally, at this time there is not sufficient private transfer capacity available.

No HHW service at Factoria: This strategy would remove transactions from Factoria and allow the space to be used for vehicle queuing. If HHW service is not provided at the station, however, it will need to be provided elsewhere. Building a new, fixed facility, would entail a siting process, SEPA process for the new facility, and permits including land use and building permits. The estimated cost for a separate HHW facility is about $9 million. Issues with this strategy include finding a suitable site in the urban service area, potential increases in improper disposal, and a decrease in services available at the transfer station. HHW collection service could be provided by the Wastemobile instead, but finding adequate sites may be challenging.

Ban materials: This strategy would ban the disposal or recycling of yard waste and clean wood waste at Factoria (for both self-haul and commercial customers). Banning these materials would remove an estimated one-third of materials from the transfer station. If not accepted at Factoria, these materials would need to be taken to other King County transfer stations or to private sector facilities. Another solution would be to site a drop box to accept yard waste and wood waste. The estimated cost to site and build a drop box facility is about $18.5 million. To support recycling goals, if this strategy is selected, it is recommended that a disposal ban on these materials be implemented system-wide. This effort would also require monitoring and enforcement to be effective. Issues with banning yard waste and wood waste include a decrease in service at the transfer stations, potential revenue loss, and siting a new drop box facility.

Additional scales/lanes: Adding scales and/or queuing lanes addresses specific site constraints. For instance, where the model indicates that there is a queue waiting to exit the site then an additional outbound scale was considered. Additional queueing space does not shorten wait time, but could help mitigate off-site impacts. Capital costs for scales and queuing lanes range from about $1 to 2 million. New permits would be needed including a possible SEPA process.

Increase tip floor capacity: Tip floor capacity could be increased by making operational changes or by banning materials. Operational changes were considered under all of the concepts including reconfiguring the tipping floor to maximize the number of vehicles and assuming that there would be no resource recovery from mixed loads. Material bans were considered as a mitigation strategy for Factoria – if there were no disposal or recycling of yard and wood waste, it would free up space on the tipping floor.

Unloading assistance: Adding staff on the tipping floor to assist customers with unloading would reduce self-haul time on the tipping floor by an estimated 25 percent, reducing overall time on-site and allowing more customers to be served each hour. For this strategy to be effective, it would require a large increase in staffing resulting in high additional operational costs – about $4 million in 2023 (equal to about $4.50 per ton). Some additional staff facilities to accommodate the larger staff would also be needed with a cost of about $1 million.

Resource Recovery and Recycling Goals and Assumptions

The division periodically conducts waste characterization studies at the transfer stations to assess the material make-up of the waste stream. These studies show that up to 78 percent of the waste that is landfilled could be recycled. Many loads arrive with large amounts of recyclable cardboard, metals, and clean wood which all have readily available markets. To help increase our overall recycling rate and put these valuable materials back into the economy, the division launched a pilot resource recovery program in 2014. This entails dumping material-rich loads on the tipping floor and picking through to reclaim the recyclable materials. In addition to the goal of increasing recycling, recovering recyclable materials from the waste stream reduces greenhouse gas emissions, conserves resources, and extends the life of the landfill.

In order to recover recyclable materials from the waste stream at the transfer stations, space on the tipping floor must be used. All concepts, except Concept 3, assumed that all floor space at the Factoria Recycling and Transfer Station would be needed for customer unloading and processing of garbage, resulting in limited space for resource recovery. Resource recovery would continue at the Shoreline and Bow Lake facilities. Under Concepts 1 and 2, resource recovery at Shoreline would experience some constraints during peak hours. These limitations would result in an overall reduction in the recycling rate potential of about one and one-half percent.

Costs

Though the division can analyze and forecast future costs associated with operational and capital improvements, some costs customers could incur are more difficult to measure. For example, commercial haulers have indicated that not building a Northeast would result in more trucks on the road and more miles driven, which could cause collection rates paid by the customer to increase. A Hauler Survey that explains what could happen if a Northeast is not built can be found in Appendix C.

Strategies with an operational emphasis tend to have lower recurring costs but are subject to inflation over time. Though the analysis shows that operational costs do escalate over time, those costs never reach the upfront amount the division would need to pay to build a new Northeast. Strategies with an emphasis on capital tend to have higher one-time costs and are not subject to inflation. To compare the costs of the different build/no-build strategies, a Net Present Value (NPV) calculation was used to account for the different cost and revenue streams over time (see below table for NPV calculations).

Building a new Northeast Transfer Station is the most expensive of the modeled strategies for managing transactional demand in the northeast service area. The upfront capital costs of building a new station exceeds the operational and policy costs associated with strategies like adding an outbound scale at Shoreline or extending hours at Factoria.

The division applied NPV to all four concepts, with Renton both opened and closed, over three different time periods – 17 years, 30 years, and 50 years – to create a comprehensive cost analysis throughout the useful life of a transfer station. Based on the analysis, a no-build approach is the least expensive option in all three of the different time periods. Building NERTS has a substantially higher cost, in both the short- and long-term, because that concept includes upfront capital costs, as well as operating and maintenance costs. Under all concepts, keeping Renton open is more expensive than closing it.

Net Present Value Calculation for 2023-2053

Do Not Build a Northeast (Concept 0) with Renton Closed	$236,499,661

Do Not Build a Northeast (Concept 0) with Renton Open	$271,987,544
Redirect Commercial (Concept 1) with Renton Closed	$284,561,024
Redirect Commercial (Concept 1) with Renton Open	$313,077,615
Restrict Self-Haul (Concept 2) with Renton Closed	$307,348,969
Restrict Self-Haul (Concept 2) with Renton Open	$342,393,235
Build Northeast (Concept 3) with Renton Closed	$351,519,043
Build Northeast (Concept 3) with Renton Open	$387,006,927

A complete cost analysis and comparison of the different concepts and strategies can be found in Appendix I.

Environmental Impacts

Actions implemented instead of building a new Northeast can result in environmental impacts and would require a State Environmental Policy Act review.

Regionally, not building a Northeast would lead to more cars on the road driving farther and burning more fuel to reach transfer stations, increasing greenhouse gas emissions.

At Factoria, the environmental impacts most likely to occur are additional vehicle traffic during evening peak commuting hours.

At Shoreline, although the addition of staff and an outbound scale could result in reduced queuing and reduced negative air quality impacts, as well as a decrease in self-haul traffic, an increase in commercial traffic would occur.

A complete explanation of potential environmental impacts projected under the various packages can be found in the "Methodology for Evaluating Concept and Strategy Packages" section of this report.

Methodology for Evaluating Concept and Strategy Packages

The following section provides a summary of the methodology used to evaluate the concepts and demand management strategies. For more detailed information, see Appendix A.

Analytical work began by determining how each of the concepts would perform relative to customer service times. These measures focus on the individual operations of the station as well as the experience of the station users, and define the station constraints and inform the identification of potential station improvements. The service performance indicators used for preliminary analysis were selected from the adopted Transfer Plan. The primary performance indicators are:

- Service times for commercial customers of 16 minutes or less[iii]
- Service times for self-haul customers of 30 minutes or less[iv]
- Inbound queuing and potential impacts to off-station roadways and/or driveways

[iii] Measured scale-to-scale consistent with service time indicators identified in the 2006 Solid Waste Transfer and Waste Management Plan

[iv] Measured scale-to-scale consistent with service time indicators identified in the 2006 Solid Waste Transfer and Waste Management Plan

In addition to these primary performance measures, the internal queuing at either the tipping floor or outbound scale was considered due to its potential impact to overall station operations.

Figure 3 was used as a preliminary screening tool only to identify potential areas of concern. If one or more of the indicators was exceeded, the concept and site received a "minus" illustrating that additional evaluation was needed (as reflected in the Tier 2 Screening). The degree to which any given concept exceeded an expectation varies and thus this information was only used to identify where more mitigation may be appropriate. More detailed information is provided for each site and concept.

Figure 3: Preliminary Screening to Determine Concepts/Sites That May Require Additional Mitigation Strategies (2023 Conditions)

SITE WITH RENTON

WEEKDAY					SATURDAY			
CONCEPT 0	CONCEPT 1	CONCEPT 2	CONCEPT 3	SITE	CONCEPT 0	CONCEPT 1	CONCEPT 2	CONCEPT 3
⊕	⊕	⊕	⊕	RENTON	⊕	⊕	⊕	⊕
⊕	⊕	⊖	⊕	SHORELINE	⊖	⊖	⊖	⊕
⊖	⊖	⊖	⊕	FACTORIA	⊖	⊖	⊖	⊕
⊖	⊖	⊖	⊖	BOWLAKE	⊖	⊖	⊖	⊖

SITE WITHOUT RENTON

WEEKDAY					SATURDAY			
CONCEPT 0	CONCEPT 1	CONCEPT 2	CONCEPT 3	SITE	CONCEPT 0	CONCEPT 1	CONCEPT 2	CONCEPT 3
—	—	—	—	RENTON	—	—	—	—
⊕	⊖	⊖	⊕	SHORELINE	⊖	⊖	⊖	⊕
⊖	⊖	⊖	⊖	FACTORIA	⊖	⊖	⊖	⊕
⊖	⊖	⊖	⊖	BOWLAKE	⊖	⊖	⊖	⊖

⊕ Station is forecast to operate as defined based on KC service time standards and queue lengths (2006 Solid Waste Transfer and Waste Management Plan).

⊖ Station is forecast to exceed KC service time standards and queue lengths.

Summary of Constraints

VISSIM modeling identified operating constraints at the Shoreline, Factoria, and Bow Lake stations. No constraints were identified at the Renton Transfer Station under any of the concepts. Keeping Renton open did not significantly change constraints identified at Shoreline, Factoria, or Bow Lake.

Shoreline

Commercial tipping floor: The primary constraint identified at Shoreline is the commercial-haul tipping floor which is constrained by the number of stalls and the dwell time of vehicles on the tipping floor itself.

Outbound scale: Another constraint is the outbound scale. The model shows queues at the outbound scale extending back to the commercial tipping floor during the Saturday peak-hour resulting in longer

commercial-haul service times. If capacity of the commercial tipping floor were increased by decreasing on-floor dwell times or increasing stalls, the outbound scale would become a more notable constraint.

Factoria

Self-haul tipping floor: The primary constraint at Factoria is the self-haul tipping floor. The self-haul tipping floor is constrained by the number of stalls and the dwell time of vehicles on the tipping floor itself. The self-haul tipping floor cannot accommodate all of the self-haul vehicles within the peak-hour.

Outbound scale: Another constraint of the station is the outbound scale. Although not an issue at the rate vehicles are processed on the tipping floor; if the tipping floor capacity is increased (by decreasing on-floor dwell times or increasing stalls) the outbound scale would become a constraint.

On-station queue storage: Based on the long queues that the model predicts, there is not enough room to accommodate the high volumes of vehicles anticipated during the peak hours. This results in queues that extend off-station, blocking adjacent businesses along SE 32nd Street and extending onto Richards Road.

Bow Lake

Inbound scale capacity: Capacity constraints exist at the inbound scale resulting in vehicle queues that extend back to and onto Orillia Road. The service time results are affected by the capacity of the inbound scale. Despite the variance in weekday and Saturday vehicle demands, the on-station service times are approximately the same. This indicates that the inbound scale is operating at its maximum capacity and lacks the capacity to accommodate the forecasted demand. The Bow Lake Recycling and Transfer Station is designed to accommodate additional scales as they become necessary.

Outbound scale capacity: Due to the capacity restriction on the inbound scale, the analysis of the unmitigated concepts does not identify capacity constraints on the outbound scale. However, if the inbound scale capacity is increased, the capacity of the existing outbound scale was identified as a constraint, because on-site queuing would extend from the outbound scale house into the self-haul tipping floor area, as well as self-haul and commercial-haul service times increase.

Tier 1/Tier 2 Screening

In order to efficiently evaluate a wide range of strategies for all concepts and stations, a screening process was employed. The consultants and the division used a two-tiered (Tier 1/Tier 2) process to identify the potentially most effective strategies for concepts that did not meet the station capacity indicators shown in Figure 3 above.

The Tier 1 screening analyzed the reduction in transactions (inbound vehicle trips) that would result from implementing the various demand management strategies. This screening also considered environmental and other factors such as noise and air quality, cost implications, economic and social justice, and regulatory requirements. Each strategy was analyzed individually, at each station, under each concept (see Attachment F of Appendix A for more detail). The resulting peak-hour station traffic volumes were compared to the estimated station capacity to identify the potential benefits of the strategy.

For second, or Tier 2 screening, the most promising strategies from Tier 1 were combined with the detailed VISSIM model developed for each station. Those strategies that had the most positive effect in reducing the number of inbound vehicle trips and also made sense from an operational or regulatory point of view were combined. Based on a review of the individual strategies and the assessments

prepared for the Tier 1 screening, the following combinations were identified for detailed Tier 2 evaluation and modeling.

Shoreline

Strategy combinations were identified based on the results of the Tier 1 screening process. The Tier 2 screening process included the testing of the strategy combinations using VISSIM. The effectiveness of the strategies was tested for the without-Renton scenario as that time period represents the period with the highest peak-hour demand for the stations. Various strategy combinations were applied for Concepts 0 to 2. See Appendix A for detailed tables for all concepts.

The following combinations were identified for detailed evaluation:

Concept 0:

- Combination A1 (Saturday only) – add one Transfer Station Operator(TSO) on commercial floor
- Combination A2 (Saturday only) – add one TSO on commercial floor with added outbound scale
- Combination B (Saturday only) – add one TSO on commercial floor + mandatory curbside collection

Concept 1:

- Combination A1 (weekday & Saturday) – add one TSO on commercial floor
- Combination A2 (weekday & Saturday) – add one TSO on commercial floor with added outbound scale
- Combination B (weekday & Saturday) – add one TSO on commercial floor + mandatory curbside collection

Concept 2:

- Combination A1 (weekday & Saturday) – add one TSO on commercial floor
- Combination A2 (weekday & Saturday) – add one TSO on commercial floor with added outbound scale
- Combination B (weekday & Saturday) – add one TSO on commercial floor + mandatory curbside collection

Concept 3:

- No modeling necessary

Results

The results of the combinations tested on the concepts and demand management strategies are shown and discussed below.

Concept 0

Combinations A and B were tested on Concept 0 without-Renton traffic volumes as the without-Renton traffic volumes are higher, modeling the worst-case scenarios. Only the Saturday peak hours were evaluated under Concept 0 as the weekday peak hours under Concept 0 already met the adopted service time and queue values.

Concept 0 with the addition of Combinations A2 or B, meet both the adopted service time and queue values. Concept 0, with Combination A1, exceeds the adopted indicator commercial-haul service time value by approximately 4 minutes.

Concept 1

Concept 1 with Combinations A and B were evaluated for the without-Renton conditions. Results show that Concept 1 along with any strategy combination meets the weekday service time and threshold queues, but only Concept 1 with Combination A2 meet the Saturday adopted service time value.

Concept 2

The modeled results show that only Concept 2 along with Combination A2 meets the adopted service time and queue values for both weekday and Saturday. Concept 2 with Combination B meets the adopted service time and queue values during the Saturday peak conditions. Concept 2 with Combination A1 does not meet the adopted service time value for either the weekday or Saturday peak periods.

Concept 3

Concept 3 is within the adopted travel time and threshold inbound queue values, and as such, no additional demand management strategies were modeled.

Table 5: Summary of Demand Management Strategies Applied to Shoreline

Shoreline	Cost Estimate	Environment	Service (service time and queue[i])	Other
Concept 0 Combination A **A1 – Add 1 TSO on commercial floor (weekend only)** **A2 – Add 1 TSO on commercial floor (weekend only) + outbound scale**	• ~$70,000 increase in SWD operating cost (A1 and A2) • ~$1.7 million capital cost (A2) • ~$0.24 increase in per ton tip fee (A2)	• Reduced queuing and associated air quality impacts (A2)	• Weekend self-haul service time 29 min., commercial service time 20 min. (A1) • Weekend self-haul service time 17 min., commercial service time 12 min. (A2) • Weekend inbound queue 4 vehicles (A1 and A2) *Note that weekday for Concept 0 does not require mitigation so weekday times were not modeled.*	• Permit needed (A2)
Concept 0 Combination B **Add 1 TSO on commercial floor (weekend only) + mandatory curbside collection**	• ~$70,000 increase in SWD operating cost	• Minor increase in commercial haul traffic and decrease in self-haul traffic	• Weekend self-haul service time 22 min., commercial service time 15 min. • Weekend inbound queue 4 vehicles *Note that weekday for Concept 0 does not require mitigation so weekday times were not modeled.*	• Mandatory collection requires Cities and County to pass ordinances • Mandatory collection issues include reduction in citizen choice, some properties not easily served by curbside, and potential adverse impact on low income residents

Shoreline	Cost Estimate	Environment	Service (service time and queue[i])	Other
Concept 1 Combination A A1 – Add 1 TSO on commercial floor (weekdays and weekend) A2 – Add 1 TSO on commercial floor (weekdays and weekend) + outbound scale	• ~$340,000 increase in SWD operating cost (A1 and A2) • ~$1.7 million capital cost (A2) • ~$0.54 increase in per ton tip fee (A2)	• Reduced queuing and associated air quality impacts (A2)	• Weekday self-haul service time 20 min., commercial service time 15 min. (A1) • Weekday self-haul service time 17 min., commercial service time 13 min. (A2) • Weekend self-haul service time 37 min., commercial service time 22 min. (A1) • Weekend self-haul service time 17 min., commercial service time 12 min. (A2) • Weekday inbound queue 3 vehicles (A1 and A2) • Weekend inbound queue 6 to 7 vehicles (A1 and A2)	• Permit needed for additional scale (A2)
Concept 1 Combination B Add 1 TSO on commercial floor (weekdays and weekend) + mandatory curbside collection	• ~$340,000 increase in SWD operating cost • ~$0.38 increase in per ton tip fee	• Reduced queuing and associated air quality impacts • Minor increase in commercial haul traffic and decrease in self-haul traffic	• Weekday self-haul service time 19 min., commercial service time 15 min. • Weekend self-haul service time 27 min., commercial service time 20 min. • Weekday inbound queue 3 vehicles • Weekend inbound queue 5 vehicles	• Mandatory collection requires Cities and County to pass ordinances • Mandatory collection issues include reduction in citizen choice, some properties not easily served by curbside, and potential adverse impact on low income residents
Concept 2 Combination A A1 – Add 1 TSO on commercial floor (weekdays and weekend) A2 – Add 1 TSO on commercial floor (weekdays and weekend)	• ~$340,000 increase in SWD operating cost (A1 and A2) • ~$1.7 million capital cost (A2) • ~$0.54 increase in per ton tip fee (A2)	• Reduced queuing and associated air quality impacts (A2)	• Weekday self-haul service time 38 min., commercial service time 23 min. (A1) • Weekday self-haul service time 19 min., commercial service time 13 min. (A2) • Weekend self-haul service time 29 min., commercial service time 20 min. (A1) • Weekend self-haul service time 17 min.,	• Permit needed for additional scale (A2)

Shoreline	Cost Estimate	Environment	Service (service time and queue[i])	Other
+ outbound scale			commercial service time 12 min. (A2) • Weekday inbound queue 8 to 11 vehicles (A1 and A2) • Weekend inbound queue 4 vehicles (A1 and A2)	
Concept 2 Combination B Add 1 TSO on commercial floor (weekdays and weekend) + mandatory curbside collection	• ~$340,000 increase in SWD operating cost • ~$0.38 increase in per ton tip fee	• Reduced queuing and associated air quality impacts • Minor increase in commercial haul traffic and decrease in self-haul traffic	• Weekday self-haul service time 28 min., commercial service time 21 min. • Weekend self-haul service time 22 min., commercial service time 15 min. • Weekday inbound queue 5 vehicles • Weekend inbound queue 4 vehicles	• Mandatory collection requires Cities and County to pass ordinances • Mandatory collection issues include reduction in citizen choice, some properties not easily served by curbside, and potential adverse impact on low income residents
Concept 3 not modeled – no mitigation required				

[i] Shoreline queue length information: intersection of Meridian Ave N / N 165th St located approximately 15 vehicles from the scale

Summary

Increases in station traffic range from 44 to 76 vehicles per hour between the different concepts during the weekday peak period under with-Renton conditions and range from 44 to 96 vehicles per hour during the weekday peak period under the without-Renton conditions. During the Saturday peak period, peak demand volumes range from 67 to 86 vehicles per hour under with-Renton conditions and range from 67 to 92 vehicles per hour under without-Renton conditions.

- Analysis of on-site operations showed operational issues at the commercial-haul tipping floor and the outbound scale resulting in commercial-haul service times exceeding the adopted service time value primarily during the Saturday peak periods.
  - Three demand management strategy combinations were analyzed to improve on-site operations under Concepts 0 to 2 without-Renton conditions, both during the weekday and Saturday peak periods. Combination A2 (add a TSO on the commercial tipping floor and additional outbound scale) under Concepts 0 to 2 meets both the adopted weekday and Saturday service time and queue threshold values. The other combinations under the without-Renton conditions exceed either the adopted service time or the queue threshold values.
- The mitigated time on-site for commercial haulers, depending on the concept and time of week, would range from about 12 to 22 minutes. For self-haulers, the mitigated wait times on-site would range from about 17 to 38 minutes. The existing time on-site for commercial haulers is between 12 and 13 minutes and for self-haulers it is about 17 to 18 minutes.
- The mitigated queue length for customers waiting to get into the station ranges from about 3 vehicles up to about 46 vehicles. The existing queue ranges from 1 to 2 vehicles.

- Evaluation of off-station intersections showed minimal increases in traffic for Concept 2. Concept 2 represented the highest peak demand thus represents a more conservative analysis when considering the impacts to the other concepts and the greatest impact to the off-station intersections.

Factoria

Strategy combinations were identified based on the results of the Tier 1 screening process. Reductions in peak hour demand from applying the strategies range up to about 34 percent. Specific strategies examined at the Factoria station and the estimated reductions include:

- Extend operating hours, 4 percent reduction
- Lower cost curbside bulky waste collection, 3.4 percent reduction
- Mandatory curbside garbage collection, 4 percent reduction
- Incentive/peak pricing, 15 percent reduction
- Higher minimum fee at Factoria only, 20 percent reduction
- No HHW service, 3 percent reduction
- Ban yard waste and wood waste from disposal and recycling, 34 percent reduction

In addition to the demand strategies noted above, potential physical station improvements were identified to address the operational constraints. These improvements considered the addition of increased staffing, the addition of an outbound scale, and added internal vehicle queueing.

The Tier 2 screening process included the testing of the strategy combinations using VISSIM. The effectiveness of the strategies was tested for the without-Renton scenario as that represents the period with the highest peak-hour demand. Various strategy combinations were applied for Concept 0 and Concept 2. Modeling was not conducted for Concept 1 as the demand is similar to Concept 0. No VISSIM modeling was conducted for Concept 3 because analysis showed it met most of the adopted service time and queue threshold values. See Appendix A for detailed tables for all concepts.

The following combinations were identified for detailed evaluation:

Concept 0:

- Combination A (weekday & Saturday) – extended hours + incentive/peak pricing
- Combination B (weekday & Saturday) – increase staffing (decrease dwell time) + higher minimum fee
- Combination C (weekday & Saturday) – banned materials + mandatory curbside collection + lower cost curbside bulky waste collection

Concept 1:

- No modeling necessary (Concept 1 is similar to Concept 0, results of Concept 0 analysis will apply)

Concept 2:

- Combination C (weekday & Saturday) – banned materials + mandatory curbside collection + lower cost curbside bulky waste collection
- Combination D (weekday & Saturday) – added internal queuing (expanded entry lane and repurpose of HHW area) + HHW banned

Concept 3:

- No modeling was necessary because analysis showed that the concept met most of the adopted service time and queue threshold values.

Results

The results of the combinations tested on the concepts and demand management strategies are shown and discussed below.

Concept 0

Concept 0 with combination C2 is the only package that meets the adopted service time values, and falls within the threshold of vehicle queues for both the weekdays and Saturday peak periods. While the improvements identified in Combination B reflect improvements in service times and queues relative to Concept 0, the resulting values do not meet the adopted service time and queue threshold values.

Concept 1

No strategy combinations were tested for Concept 1 as peak-hour demand is similar to forecasts for Concept 0. Future operations for Concept 1 under the scenarios tested would be similar.

Concept 2

Concept 2 with Combination C meets the adopted travel time and queue threshold values for both weekdays and Saturday. Concept 2 with Combination D exceeds the adopted self-haul service time value. Due to the additional on-site queue storage, the queues that were previously off-site are now mostly accommodated on-site, greatly increasing the service times.

Concept 3

No combinations were modeled for Concept 3 as the service times and queues meet the adopted values under all scenarios with the exception of the self-haul service times exceeding the adopted value under the weekday peak period. During this period, on-site service times are anticipated to exceed the adopted values by approximately 8 minutes. Based on the results from the Concept 0 evaluation, the application of the strategy combinations tested would likely result in a decrease in service times, improving these conditions.

Table 6: Summary of Demand Management Strategies Applied to Factoria

Factoria	Cost Estimate	Environment	Service (service time and queue[ii])	Other
Concept 0 Combination A Extend hours, peak pricing	• ~$1.5 million increase in SWD operating cost • ~$2.3 million revenue increase • Net per ton tip fee decrease ~$0.50	• Additional vehicle traffic during p.m. peak commute hours • Noise code limits lower in evening • New SEPA needed for extended hours	• Weekday self-haul service time 38 min., commercial service time 12 min. • Weekend self-haul service time 41 min., commercial service time 20 min. • Weekday and weekend inbound queue 3 to 6 vehicles	• KC rate ordinance to implement peak price • KC process to change hours • Impact from noise and traffic on neighboring residents and businesses during extended hours • Issues include fee equity (transfer station fees would be higher in northeast area than other areas of the county), potential adverse impacts on low income customers and small business owners, and customer dissatisfaction due to higher cost

Factoria	Cost Estimate	Environment	Service (service time and queue[ii])	Other
				• More issues may be identified during SEPA process
Concept 0 Combination B **B1 – Unloading assistance, higher minimum fee** **B2 – Unloading assistance, higher minimum fee, additional outbound scale**	• ~$4 million increase in SWD operating cost • ~$1 to 2 million capital cost • ~$15.4 million revenue increase • Net per ton tip fee decrease ~$7.50	• Shifts vehicle traffic in the region resulting in increased vehicle miles travelled	• Weekday self-haul service time 51 to 52 min., commercial service time 12 to 16 min. (B1 and B2) • Weekend self-haul service time 50 min., commercial service time 29 min. (B1) • Weekend self-haul service time 29 min., commercial service time 16 min. (B2) • Weekday inbound queue 35 to 39 vehicles, blocks driveways of neighboring businesses (B1 and B2) • Weekend inbound queue 48 vehicles, blocks driveways of neighboring businesses (B1) • Weekend inbound queue 11 vehicles (B2)	• King County rate ordinance to double minimum fee at Factoria • Issues include fee equity (transfer station fees would be higher in northeast area than other areas of the county), potential adverse impacts on low income customers and small business owners, and customer dissatisfaction due to higher cost
Concept 0 Combination C **C1 – Ban yard/wood waste, mandatory collection, curbside bulky waste collection** **C2 – Ban yard/wood waste, mandatory collection, curbside bulky waste**	Site and build yard/wood waste drop box • ~$600,000 increase in SWD operating cost • ~$18.5 million capital cost • ~$2.30 increase in per ton tip fee Yard/wood waste goes elsewhere • No added cost	• Siting process needed if build a drop box to handle yard/wood waste • Shifting vehicle traffic in the region resulting in increased vehicle miles travelled • Minor increase in commercial haul traffic and decrease in	• Weekday self-haul service time 23 to 25 min., commercial service time 11 to 13 min. (C1 and C2) • Weekend self-haul service time 32 min., commercial service time 20 min. (C1) • Weekend self-haul service time 23 min., commercial service time 15 min. (C2) • Weekday inbound queue 2 to 3	• King County process to implement material ban; band would require monitoring and enforcement (not included in costs) • Potential customer dissatisfaction and adverse impacts to small businesses • Permits needed if siting/building new drop box • Mandatory collection would require Cities and County to pass ordinances • Mandatory collection issues include reduction in citizen choice, some properties not

Factoria	Cost Estimate	Environment	Service (service time and queue[ii])	Other
collection, additional outbound scale	to SWD • ~$1.40 increase in per ton tip fee due to revenue loss Additional outbound scale • ~$1 million capital cost	self-haul traffic	vehicles (C1 and C2) • Weekend inbound queue 4 to 5 vehicles (C1 and C2)	easily served by curbside, and adverse impact on low income residents • Cities and haulers would be primarily responsible for determining a system that would lower bulky waste collection cost; lower cost would make service more accessible • Additional outbound scale would require permit • More issues may be identified during SEPA/permitting process
Concept 1 not modeled due to similarity of peak hour demand with Concept 0 – same strategies could be applied with similar results				
Concept 2 Combination C Ban yard/wood waste, mandatory collection, curbside bulky waste collection	Extended operating hours • ~$1.5 million increase in SWD operating cost • ~$2.00 increase in per ton tip fee Site and build yard/wood waste drop box • ~$600,000 increase in SWD operating cost • ~$18.5 million capital cost • ~$2.30 increase in per ton tip fee Yard/wood waste goes elsewhere • No added cost to SWD • ~$1.40 increase in per ton tip fee due to	• Additional vehicle traffic during p.m. peak commute hours • Noise code limits lower in evening • New SEPA needed for extended hours • SEPA needed if site/build new drop box • Shift of vehicle traffic in the region and increased vehicle miles travelled • Minor increase in commercial haul traffic and decrease in self-haul traffic	• Weekday self-haul service time 23 min., commercial service time 12 min. • Weekend self-haul service time 22 min., commercial service time 15 min. • Weekday and weekend inbound queue 2 to 3 vehicles	• KC process to change hours • Impact from noise and traffic on neighboring residents and businesses during extended hours • King County process to implement material ban; band would require monitoring and enforcement (not included in costs) • Issues include customer dissatisfaction and adverse impacts to small businesses • Permits needed if site/build new drop box • Mandatory collection would require Cities and County to pass ordinances • Mandatory collection issues include reduction in citizen choice, some properties not easily served by curbside, and adverse impact on low income residents • Cities and haulers would be primarily responsible for determining a system that would lower bulky waste collection cost; lower cost would make service more accessible

Factoria	Cost Estimate	Environment	Service (service time and queue[ii])	Other
	revenue loss			• More issues may be identified during SEPA/permitting process
Concept 2* Combination D **Added internal queuing (expanded entry lane and repurpose of HHW area), second inbound lane along SE 32nd St, and no HHW service** **Concept 2 includes extended hours at Factoria: 6 a.m. to 10 p.m. on weekdays and 8 a.m. to 8 p.m. on weekends*	Extended operating hours • ~$1.5 million increase in SWD operating cost • ~$2.00 increase in per ton tip fee Queuing improvements • ~$2.4 million capital cost • ~$0.20 increase in per ton tip fee Site/build separate HHW facility • ~$9.1 million capital cost • ~$0.80 increase in per ton tip fee	• Additional vehicle traffic during p.m. peak commute hours • Noise code limits lower in evening • New SEPA needed for extended hours • Permits and SEPA for expanded entry and queueing • Permits and SEPA for inbound lane on SE 32nd – proximity to stream • Reduced impact on local streets and neighbors • Some reduction in traffic at Factoria • Some shift of vehicle traffic in the region and increase in vehicle miles travelled • Siting for new HHW facility	• Weekday self-haul service time 30 min., commercial service time 13 min. • Weekend self-haul service time 1 hour, 6 min., commercial service time 22 min. • Weekday and weekend inbound queue 3 to 7 vehicles *Note that service time (scale-to-scale) increases for this combination is because the queue is moved on site.*	• KC process to change hours • Impact from noise and traffic on neighboring residents and businesses during extended hours • Siting process and permits needed for new HHW facility • Issues include customer dissatisfaction and potential increase in improper disposal • More issues may be identified during SEPA/permitting process
Concept 3 not modeled because analysis showed that the concept met most of the adopted service time and queue threshold values.				

[ii] Factoria queue length information: first driveway located approximately 10 vehicles from the scale; Richards Road intersection located approximately 60 vehicles from scale

Summary

- Between the different concepts, increases in station traffic range from 55 to 113 vehicles per hour during the weekday peak period under with-Renton conditions, and range from 69 to 127 vehicles per hour during the weekday peak period under the without-Renton conditions. During the Saturday peak period, peak demand volumes range from 74 to 152 vehicles per hour under with-Renton conditions, and range from 91 to 168 vehicles per hour under without-Renton conditions.
- Analysis of on-site operations showed that moving vehicles through the self-haul tipping floor was the constraint at Factoria, so that vehicles would wait to enter the tipping, resulting in queues extending off-site, beyond the queue thresholds, as well as service times exceeding the adopted values under Concepts 0 to 2 for the weekday and/or Saturday peak conditions.
  - Seven combinations were analyzed to improve on-site operations under Concepts 0 and 2 without-Renton conditions, both during the weekday and Saturday peak periods. Combinations C1 and C2 (banned materials, mandatory curbside collection, lower cost curbside bulky waste collection, and as part of Combination C2 only, an additional outbound scale) under Concepts 0 and 2, respectively, meet both the weekday and Saturday adopted service time and queue threshold values. The other combinations under the without-Renton conditions exceed either the adopted service time or the queue threshold values.
- The mitigated time on-site for commercial haulers, depending on the concept and time of week, would range from about 11 to 29 minutes. For self-haulers, the mitigated wait times on-site would range from about 22 to 52 minutes. The existing time on-site for commercial haulers is between 11 and15 minutes and for self-haulers it is about 22 to 23 minutes.
- The mitigated queue length for customers waiting to get into the station ranges from about 2 vehicles up to about 48 vehicles. The existing queue is about 1 vehicle.
- Evaluation of off-station intersections showed minimal traffic increases for Concept 0. Concept 0 represented the highest peak demand and represents a more conservative analysis when considering the impacts to the other concepts and the greatest impact to the off-station intersections.

Bow Lake

Strategy combinations were identified based on the results of the Tier 1 screening process. The Tier 2 screening process included the testing of the strategy combinations using VISSIM. The effectiveness of the strategies was tested for the without-Renton scenario as that time period representing the period with the highest peak-hour demand for the stations. See Appendix A for detailed tables for all concepts.

The following combinations were identified for detailed evaluation:

Concept 0:

- Combination A – additional inbound scale
- Combination B1 – additional inbound scale and additional outbound scale
- Combination B2 – additional inbound scale, additional outbound scale, and outbound queue pocket (on-station)

Due to similar peak-hour demands for the concepts, the Tier 2 evaluation utilizing VISSIM applied the following strategy combinations to Concept 0 (weekday and Saturday) only.

Results

The results of the combinations tested on the concepts and demand management strategies are shown and discussed below.

Concept 0

Concept 0 with the addition of Combination B2 meets the adopted service times for the Saturday peak demand, but exceeds the adopted service time targets for the weekday period. The commercial-haul times exceed the adopted service time value by 1-minute and the self-haul times exceed the adopted service time value by 5 minutes. Relative to the existing service times, Combination B2 results in the most similar performance levels.

Although the self-haul service times with Combination B2 appear to be worse on the weekday compared with Concept 0 by itself, the queues are reduced by 95 vehicles. As noted previously, the unmitigated service times for Concept 0 are skewed due to the forecasted queueing and the metering effect of the inbound scale house. The inbound vehicle queues for the weekday and Saturday conditions are well under the threshold, with a maximum queue length of six vehicles.

Concepts 1, 2, and 3

Peak-hour demands for all scenarios are similar between Concept 0 and Concepts 1, 2, and 3. As such, no VISSIM modeling was conducted for Concepts 1, 2, and 3.

Table 7: Summary of Demand Management Strategies Applied to Bow Lake

Bow Lake	Cost Estimate[iii]	Environment	Service (service time[iv] and queue[v])	Other
Concept 0 Combination A **Additional inbound scale**	• ~$270,000 increase in SWD operating cost • ~$1.2 million capital cost • ~$0.40 increase in per ton tip fee	• Reduced queuing and associated air quality impacts • Reduced impact on local streets	• Weekday self-haul service time 57 min., commercial service time 45 min. • Weekend self-haul service time 1 hour 10 min., commercial service time 52 min. • Weekday inbound queue 4 vehicles • Weekend inbound queue 52 vehicles	• More issues may be identified during SEPA/permitting process
Concept 0 Combination B **B1 – Additional inbound scale, additional outbound**	• ~$270,000 increase in SWD operating cost • ~$2.1 million capital cost (B1) • ~$2.9 million capital cost (B2) • ~$0.55 increase in per ton tip fee	• Reduced queuing and associated air quality impacts • Reduced impact on local streets	• Weekday self-haul service time 45 min., commercial service time 31 min. (B1) • Weekday self-haul service time 35 min., commercial service time 17 min. (B2) • Weekend self-haul	• More issues may be identified during SEPA/permitting process

Bow Lake	Cost Estimate[iii]	Environment	Service (service time[iv] and queue[v])	Other
scale **B2 – Additional inbound scale, additional outbound scale, outbound queue pocket**	(B2)		service time 36 min., commercial service time 26 min. (B1) • Weekend self-haul service time 28 min., commercial service time 13 min. (B2) • Weekday inbound queue 3 vehicles (B1 and B2) • Weekend inbound queue 6 to 7 vehicles (B1 and B2)	
Concepts 1, 2, and 3 not modeled due to similarity of peak hour demand with Concept 0 – same strategies could be applied with similar results				

[iii] Cost estimates for operating cost and per ton tip fee are for 2023; capital costs are total project cost inflated
[iv] Service time is defined as time on site (scale-to-scale) and does not include time spent in queue offsite
[v] Bow Lake queue length information: intersection of S 188th St / Orillia Rd S located approximately 32 vehicles from the scale

Summary

- Increases in station traffic range from 85 to 88 vehicles per hour between the different concepts during the weekday peak period under with-Renton conditions and range from 110 to 118 vehicles per hour during the weekday peak period under the without-Renton conditions. During the Saturday peak period, peak demand volumes range from 110 to 111 vehicles per hour under with-Renton conditions and range from 140 to 152 vehicles per hour under without-Renton conditions.
- Analysis of on-site operations showed operational issues at the inbound scales, resulting in queues extending beyond the adopted inbound queue thresholds.
  - Three combinations were analyzed to improve on-site operations under Concept 0 without-Renton conditions, both during the weekday and Saturday peak periods. Combination B2 (an additional inbound and outbound scale and outbound queue storage pocket) meets the Saturday adopted service time and queue threshold values as well as being near the adopted service time values and meeting the queue threshold values on the weekdays. The other combinations under the without-Renton conditions exceed either the adopted service times or the queue threshold values.
- The mitigated time on-site for commercial haulers, depending on the concept and time of week, would range from about 13 to 52 minutes. For self-haulers, the mitigated wait times on-site would range from about 28 minutes up to about an hour and ten minutes. The existing time on-site for commercial haulers is about 13 minutes and for self-haulers it is between 26 and 27 minutes.
- The mitigated queue length for customers waiting to get into the station ranges from about 3 up to about 52 vehicles. The existing queue is about 2 to 3 vehicles.
- Evaluation of off-station intersections showed minimal increases in traffic for Concept 0 relative to without-project conditions. Concept 0 represented the highest peak demand, and thus represents a more conservative analysis when considering the impacts to the other concepts and the greatest impact to the off-station intersections.

Concept 3

Concept 3 is the only concept which would build a new Northeast Recycling and Transfer Station (NERTS) to replace the Houghton Transfer Station.

Service

At Factoria, during peak weekday hours, self-haul service times would exceed the adopted service time value of 30 minutes or less, but would be within the standard for commercial. Saturday service times would be within standard for self-haul and commercial. Off-site queues would not impact local businesses or streets (see Tables 9 and 10 for more information).

Table 8: Factoria Without Renton Weekday

	Peak Hour Demand (inbound trips)	Service Times[2] in minutes		Inbound Queue[3]
		Self-Haul	Commercial	
Existing[1]	36	23:00	11:00	1
Concept 3 (2023)	71	38:00	12:00	2

Table 9: Factoria Without Renton Saturday

	Peak Hour Demand (inbound trips)	Service Times[2] in minutes		Inbound Queue[3]
		Self-Haul	Commercial	
Existing[1]	46	22:00	15:00	1
Concept 3 (2023)	93	25:00	15:00	3

1. Existing conditions reflects the configuration of the planned station and 2014 volumes observed.
2. Measured scale-to-scale.
3. First driveway located approximately 10 vehicles from the scale. Richards Road intersection located approximately 60 vehicles from scale.

Cost

The cost of a new Northeast Recycling and Transfer Station is estimated at about $97 million in 2015 dollars.

- The average cost (2015-2040) per ton to build NERTS would be about $7 per ton
- Would add about $5 per year to the average single-family household curbside collection cost (median 2015-2040)

In the online customer survey conducted from mid-November 2014 to early January 2015, Houghton users were asked about their willingness to pay higher fees to replace the Houghton Transfer Station with a new nearby facility. Randomly, survey participants were asked if they would be willing to pay $8 or $15 more per ton. While more would be willing to pay the lower increase, overall about 75 percent said they would be willing to pay the higher fee, 10 percent said they weren't sure, and about 15 percent said they would not be willing. While only Houghton users, who would be the primary

beneficiaries of a new station, were asked, capital costs are spread across all system users. See Appendix B for more detailed customer survey information.

Environment

Building a Northeast Recycling and Transfer Station may not substantially change the number of vehicle trips in the region, but would reduce the driving distance of customers and haulers and would reduce overall fuel consumption and greenhouse gas emissions. In addition, extended wait times and therefore idling vehicles at stations can result in localized effects to air quality. Providing an additional station would reduce wait times and the potential for localized air quality effects at Factoria and Shoreline.

Renton

The current Transfer Plan calls for the Renton Transfer Station to close when replacement capacity is available. The 2013 Draft Comprehensive Solid Waste Management Plan recommends reserving the option to retain the Renton station until new urban transfer facilities have been sited and impact of the closure has been fully evaluated. The City of Renton has affirmed that it wants the station closed in 2018. The review process considered how closing the Renton Transfer Station would affect the transfer system under each concept. And as specified in Council Motion 14145 the division evaluated the following:

- The effect of the potential closure of the Renton Transfer Station on the self-haul service needs of residents currently served by the Renton Transfer Station, with particular attention to the accessibility and convenience provided to current transfer station clients by the Renton station, compared with drive time and potential waits associated with alternative transfer station options.
- Options for self-haul service for residents currently served by the Renton Transfer Station in the event of a closure of the station.

Service

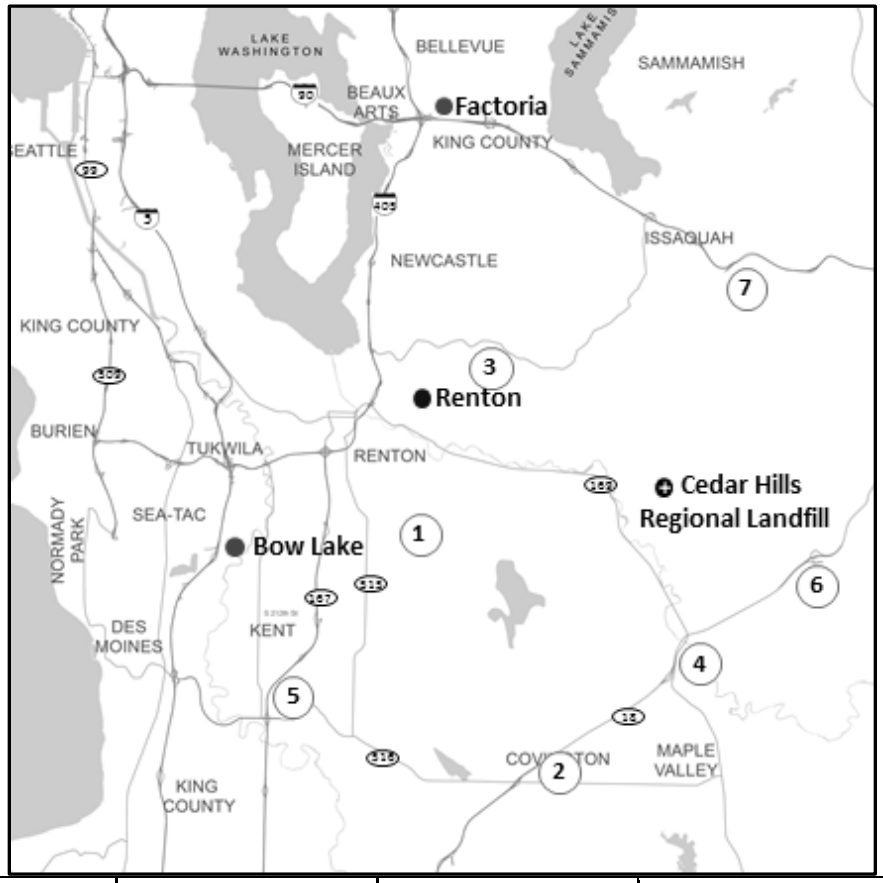
Under all concepts, if the Renton Transfer Station were to remain open, the station would not experience any service time or queueing issues. Renton would continue to provide garbage service and recycling service as space allows. Under the current configuration, space is not available to provide separate yard waste collection.

Alternatives to the Renton Transfer Station

Over 97 percent of Renton Transfer Station self-haul customers who participated in the recent online customer survey said that they were satisfied with the current transfer station – 80 percent were very satisfied.

The vast majority of survey respondents, over 90 percent, said that geographic location was the most important factor in choosing a transfer station. While many self-haulers that use the Renton transfer Station are geographically located at a nearly equal distance to Factoria or Bow Lake there may be differences in travel time or experience that make Renton more desirable for the customers that use the station. Figure 4 shows the travel times to the Renton, Bow Lake, and Factoria stations. The locations were chosen based on trip origin information from Renton Transfer Station self-haulers. Travel times could be longer in traffic.

Figure 4: Drive Distances and Times



Location	Renton		Bow Lake		Factoria	
	miles	minutes	miles	minutes	miles	minutes
1	6.42	10	8.58	16	13.73	18
2	13.12	22	13.39	22	22.41	32
3	2.41	6	10.18	16	8.36	18
4	12.61	19	18.23	25	19.92	27
5	8.77	12	5.5	10	15.82	18
6	14.02	22	23.37	31	17.01	24
7	9.47	17	17.23	27	8.90	13

If Renton were to close, about 47 percent of survey respondents said they would use Factoria instead, 17 percent would use Bow Lake, 7 percent would use Enumclaw, and about 4 percent said they would use Algona. However, less than 5 percent said they would be satisfied with these options and over 70 percent said they would be very dissatisfied. Were Renton to close, customers making use of other stations would experience queues and service times associated with whichever Concept and mitigation strategies are chosen.

Cost

The cost to repair and retain the Renton Transfer Station would be about $2 million. The added cost, capital and operating, to retain Renton would be about $1.60 per ton in 2023. The advantage Renton has from a cost perspective is its close proximity to Cedar Hills thus relatively low hauling cost despite lacking a compactor.

Environment

Keeping Renton open would not have any significant impacts from a traffic or noise perspective. Shorter driving distances for customers and for division trucks traveling to the Cedar Hills landfill would reduce overall fuel consumption and greenhouse gas emissions.

Summary

- Under all modeled concepts, Renton does not experience any constraints
- It has some effect on how other stations function, but the impact is not enough to be a deciding factor in whether or not to keep it open
- If the station were to close, current users would primarily use Factoria and Bow Lake

Conclusion

This review determined that there are multiple options available to the region for shifting transactional demand at the transfer stations. The impacts varied by station, therefore the solutions are also different at each station.

This review revealed that the Shoreline Recycling and Transfer Station would experience some constraints if a Northeast Recycling and Transfer Station were not built. These constraints could be mitigated by a combination of adding some staff, mandatory curbside collection, and adding an outbound scale:

- The capital cost of adding an outbound scale would be about $1.7 million; the operational cost of adding staff would range from about $70,000 to $340,000 annually depending on the concept
- Permits would be needed for the capital improvements

This review also determined that closing the Houghton Transfer Station and not building a Northeast Recycling and Transfer Station would, if unmitigated, result in on-site service times at Factoria for commercial haulers of up to 22 minutes and for self-haul customers of over an hour. In addition, substantial off-site queueing with weekday queues of up to about 130 vehicles and Saturday queues over 180 could occur; queues of this length would extend well beyond the intersection of SE 32nd Street and Richards Road. However, mitigation strategies could reduce both service times and queue lengths to acceptable levels. Potential strategies analyzed for Factoria include extending hours, adding peak pricing, adding staff to help with unloading vehicles, banning yard and wood waste from both disposal and recycling, not providing HHW service at this site (service would be provided at a yet to be determined location somewhere in the area), adding internal queuing space, improving curbside bulky collection service, and mandatory curbside collection. The mitigation strategies for Factoria with the most impact would require combinations of strategies including the following:

- Extending operating hours and implement peak pricing
- Extending hours would increase operating costs, but the cost may be offset by pricing incentives. Eliminating yard and wood waste from both disposal and recycling services along with mandatory curbside collection and less-expensive curbside bulky collection service; this combination could be implemented with or without extended operating hours and could be further enhanced by adding a second outbound scale
    - Provide yard and wood waste disposal and recycling services at other locations
        - Options range from providing a drop box somewhere in the service area at a capital cost of approximately $18.5 million and an operating cost of about $600,000 annually, to allowing the material to flow to other transfer facilities and private

service providers which would have minimal direct costs, but could result in revenue loss

- Implementing mandatory garbage collection and less-expensive options for curbside collection of bulky items, in combination with other mitigation strategies; independently these actions would likely have a relatively small effect on demand at the station
    - Cities and the County would need to pass ordinances requiring that everybody pay for the service; potential issues include reduction in citizen choice and dissatisfaction, some properties are not easily served by curbside, and potential adverse impact on low-income residents
    - Establishing a system that would lower bulky waste collection cost; lower cost would make service more accessible to low- and middle-income households; cities and haulers would be primary parties responsible for implementation

At Bow Lake, the review identified that constraints related to the inbound and outbound scale capacity will exist in the future under all scenarios. These constraints were anticipated during station design, so the scale complex was designed to accommodate additional scales when they become necessary:

- Adding inbound and outbound scale capacity along with outbound queue improvements would address constraints under all concepts
    - The capital cost of the improvements would be about $2.9 million; the operational cost would be about $270,000 annually

In general, whether or not the Renton Transfer Station closes is not a significant factor in capacity constraints at other sites, although keeping it open would ease demand on the transfer system. However, customers of that station have expressed clearly that they value both the geographic location of the station and the service that it provides.

Recommendations

Though the results show a Northeast is not needed at this time, the modeled demand management strategies are untested and would benefit from real-life analysis. More importantly, it is critical we continue the regional discussion with cities and stakeholders to inform policies to be included in an updated *Comprehensive Solid Waste Management Plan* (Comp Plan). Such policy discussions include maximizing the lifespan of the Cedar Hills Regional Landfill, increasing recycling and diversion efforts to reach a 70 percent recycling rate, providing system-wide customer service excellence, and ensuring a sustainable rate model is in place to cover system expenses.

The division recommends the following:

- Do not build a new Northeast Transfer Station at this time, but keep it as an option for a future potential facility.

- Develop and test the following demand management strategies:

    a. Conduct a pilot program to test the effectiveness and potential impacts of using demand management strategies, including web cameras to inform customers of station activity in real time.

b. Work with private industry customers and stakeholders to develop a low-cost bulky item collection pilot in target regions of the county by May 2016.

c. Research point of sale (IT system) needs to support differential pricing for transactions at the transfer stations and identify implementation needs by May 2016. Implement necessary technology changes by September 2017.

d. In 2017, begin a 12-month pilot to test the effectiveness and potential impacts of extended hours and incentive pricing. Following the pilot, transmit a report and recommendation to Council in March 2019.

- Identify the steps needed to achieve 70 percent recycling rates
- Continue Comp Plan process with city partners and other stakeholders to address key policy issues and produce a draft Comp Plan for review in early 2017.
- Upon adoption of the Comp Plan, the system's infrastructure should be reassessed to ensure it fully supports the adopted strategies and goals of the system.

King County

KING COUNTY

1200 King County Courthouse
516 Third Avenue
Seattle, WA 98104

Signature Report

June 10, 2014

Motion 14145

Proposed No. 2014-0097.2 **Sponsors** Hague

A MOTION acknowledging receipt of a report related to review of the 2006 Solid Waste Transfer and Waste Management Plan submitted in compliance with Ordinance 17696, Section 25, Proviso P1.

WHEREAS, Ordinance 17696 contained a proviso in Section 25 stating that no more than one million seven hundred and fifty thousand dollars shall be encumbered or expended before the solid waste division completes a review and report on the 2006 Solid Waste Transfer and Waste Management Plan and the council acknowledges receipt of the report by adoption of a motion by the council, and

WHEREAS, the solid waste division, with participation of stakeholder groups, reviewed the 2006 Solid Waste Transfer and Waste Management Plan, and

WHEREAS, the solid waste division provided an opportunity for the public and stakeholder groups to submit comments and questions related to this review and considered such comments and questions in its preparation of the report, and

WHEREAS, the executive has transmitted to the King County council the requested report and a motion, and

WHEREAS, the extensive review process demonstrated that efforts to manage self haul transactions throughout the transfer station system are needed, and

WHEREAS, the review further demonstrated the need for a revision to the 2006 Solid Waste Transfer and Waste Management Plan that would align it with the results of this 2013-2014 Council-mandated review, and

WHEREAS, revisions to the 2006 Solid Waste Transfer and Waste Management Plan may also require updated traffic studies and compliance with the State Environmental Policy Act;

NOW, THEREFORE, BE IT MOVED by the Council of King County:

A. The report related to review of the 2006 Solid Waste Transfer and Waste Management Plan was submitted in compliance with Ordinance 17696, Section 25, Proviso P1; receipt is hereby acknowledged, satisfying the proviso.

B. Further discussions among the cities, King County Council staff, the auditor and the division resulted in refinements to the report, which is hereby amended to incorporate those refinements, and the amended report is set forth as Attachment A to this motion. The division concurs with the amended report.

C. By March 31, 2015, the division shall transmit a draft report to the Council, followed by a final report by June 30, 2015, prepared in collaboration with stakeholders, on strategies to manage transactions at transfer stations, as well as other operational and capital strategies such as increased use of underutilized transfer stations. The report shall address the management of transfer station transactions through the use of strategies intended to avoid excessive user wait times resulting from overutilization of individual stations. The report shall analyze options E1 and E2 in the Transfer Plan Review Report. The report shall also analyze the effect of the potential closure of the Renton Transfer Station on the self-haul service needs of residents currently served by

the Renton Transfer Station, with particular attention to the accessibility and convenience provided to current transfer station clients by the Renton station, compared with drive time and potential waits associated with alternative transfer station options. The report shall analyze options for self-haul service for residents currently served by the Renton Transfer Station in the event of a closure of the station. The report shall be accompanied by a motion acknowledging receipt of the report. The executive shall transmit the report and the motion in the form of a paper original and an electronic copy to the clerk of the council, who shall retain the original and provide an electronic copy to all councilmembers.

D. Upon completion of required environmental review, the executive shall transmit a revised and updated 2006 Solid Waste Transfer and Waste Management Plan that aligns with the provisions and recommendations of this 2013-2014 Review of the 2006 Solid Waste Transfer and Waste Management Plan, together with an ordinance that acknowledges receipt of the revised and updated plan. The revised and updated plan shall be prepared with the participation of the metropolitan solid waste advisory committee and the solid waste advisory committee. The executive shall transmit the revised and updated plan and ordinance in the form of a paper original and an electronic

copy with the clerk of the council, who shall retain the original and provide an electronic copy to all councilmembers.

Motion 14145 was introduced on 3/10/2014 and passed by the Metropolitan King County Council on 6/9/2014, by the following vote:

Yes: 9 - Mr. Phillips, Mr. von Reichbauer, Mr. Gossett, Ms. Hague, Ms. Lambert, Mr. Dunn, Mr. McDermott, Mr. Dembowski and Mr. Upthegrove
No: 0
Excused: 0

KING COUNTY COUNCIL
KING COUNTY, WASHINGTON

Larry Phillips, Chair

ATTEST:

Anne Noris, Clerk of the Council

Attachments: A. Transfer Plan Review Final Report Revised June 2014

Attachment A Revised

14145

Transfer Plan Review Final Report

Prepared in accordance with
Adopted Budget Ordinance 17696, Section 25, P1

Submitted March 2014

Revised & Amended June 2014

Pursuant to Motion 2014-0097 Acknowledging Receipt

King County
Department of Natural Resources and Parks
Solid Waste Division

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Summary

Ordinance 17619, adopted by the King County Council on July 8, 2013, directed the Solid Waste Division (division) of the Department of Natural Resources and Parks to conduct a review of the 2006 *Solid Waste Transfer and Waste Management Plan* (Transfer Plan).

The purpose of this review was to:

1. Determine if changes are needed to ensure that the transfer system is sized/configured appropriately to meet current and anticipated needs and;
2. Determine whether changes could be made that could reduce future expenditures while still meeting desired service objectives and levels.

The Transfer Plan review took place over a three month period of intense collaboration with cities and other stakeholders. Following the release of a draft report in October 2013, the division continued analysis based on feedback received during four months of public comment.

The division worked closely with cities and other interested parties to evaluate numerous potential alternatives to the current Transfer Plan.

Ultimately, consensus – or near consensus – was reached on many important issues, including the following:

- **Factoria should proceed as designed.** The analysis evaluated a number of potential alternatives for Factoria and determined that construction of the new Factoria Recycling and Transfer Station should proceed this year, essentially as designed, but with minor modifications that will maximize future flexibility. These include installing a second compactor to allow the station to handle more tonnage. As discussed in greater detail below, the analysis showed that proceeding with Factoria is critical to maintaining the region's flexibility to eliminate a new Northeast Recycling and Transfer Station, if that determination is made. The current Factoria design is consistent with the County's Zero Waste of Resources goal and with recommendations of the *Optimized Transfer Station Recycling Feasibility Study*.
- **No benefit to "supersizing" Factoria**. The analysis also demonstrated that expanding the design of the proposed Factoria Recycling and Transfer Station is not an optimal approach. To enlarge Factoria on the existing site would require eliminating both recycling and household hazardous waste collection from the Factoria facility; the space previously dedicated to those services would be used to handle garbage. A redesign would also require new permits and would cause approximately a two-year delay in replacing the currently obsolete facility. This option provided limited additional capacity and higher costs than operational approaches for addressing capacity.
- **Alternatives without Factoria are likely infeasible.** The review analyzed an option (known as Alternative B) that would eliminate the Factoria Recycling and Transfer Station and instead construct a very large new Northeast facility to handle all tonnage currently handled by Factoria ***and*** Houghton. The analysis concluded that such as new facility would have to be almost 25 percent larger than the largest existing transfer station (Bow Lake) and would have to operate extended hours. Finding a new site to accommodate such a large facility with lengthy operating hours would be extremely challenging and poses significant risk. In addition, hauling distances would increase and Factoria would be a stranded asset. As a result, this option appears infeasible.
- **"Eastgate" Alternatives are impractical and infeasible**. The division evaluated handling northeast county tonnage by constructing a new a transfer facility on property adjacent to the current Factoria site which is known as the Eastgate property. Constructing a transfer facility on the Eastgate

property would be inconsistent with the City of Bellevue's land use code and recently adopted I-90 corridor plan. Bellevue, which is the permitting entity, strongly opposes the use of the Eastgate property for a transfer station, and other cities expressed similar opposition. In addition, this approach would essentially concentrate two separate transfer facilities in close proximity in a single jurisdiction, creating inefficiencies.

- **Operational approaches exist to handle northeast capacity.** The division also identified and evaluated operational changes that would maximize the use of existing assets to preclude the need for a new Northeast Recycling and Transfer Station. Two feasible options exist, and a combination of these approaches could be pursued to help maximize efficiency and minimize impacts. The options would redirect tonnage to underutilized transfer stations, extend facility hours, and limit hours for certain self-haul transactions. These approaches involve minor modifications to the Factoria Recycling and Transfer Station to maintain flexibility, but will not affect Factoria's schedule or current permits.
- **A new South County facility is needed.** A new South County Recycling and Transfer Station to replace the nearly 50-year-old Algona Transfer Station is critical to providing adequate services to the south county. Without a the new facility, south county residents and commercial haulers would primarily use the Bow Lake Recycling and Transfer Station, resulting in longer driving distances and higher costs. Additionally, Bow Lake was not built to handle the added tonnage and customers that would be the outcome of this unplanned redirection – on average, Bow Lake would exceed operating capacity during 10 to 20 percent of its operating hours and on weekends would exceed capacity during most hours, creating long waits for customers and offsite traffic impacts.

Based on the extensive analysis developed in the Transfer Plan review, and following cooperative work with Council staff and the County auditor, the division recommends the following:

- Proceed this year with a new Factoria Recycling and Transfer Station using current design and permits
- Continue siting evaluations for a South County Recycling and Transfer Station
- In collaboration with stakeholders, continue to evaluate a mix of capital facilities and operational approaches to address system needs over time, including implementation of operational approaches such as transaction demand management strategies that would provide service for the northeast county without building an additional transfer station; compare trade-offs and benefits with the Transfer Plan.
- Following and consistent with environmental review, revise the 2006 Solid Waste Transfer and Waste Management Plan and the pending Solid Waste Comprehensive Plan to address the transfer station network to include among the new or upgraded urban Recycling and Transfer Stations, the following currently needed facilities: Bow Lake, Factoria, Shoreline, and South King County, consistent with Table 1 of the Recommended Transfer Plan Update; Capital Facilities, below.
- Revise the 2006 Solid Waste Transfer and Waste Management Plan and the pending Solid Waste Comprehensive Plan to acknowledge continuing system attention to potential capital needs over time, that may include capital projects such as recycling facilities, CDL facilities, a new northeast transfer station, or other capital projects as potential future facilities to retain flexibility in the system, consistent with Table 2 of the Recommended Transfer Plan Update; Capital Facilities, below.

- Although numerous alternatives were analyzed, as discussed at length in this report, many are not recommended for the reasons indicated above. Consistent with the recommendation above, a comparison of the currently adopted Transfer Plan (Base Plan or Base Alternative), which includes building and new Northeast Recycling and Transfer Station, and the operational approaches that would preclude the need for a new Northeast (Alternatives E1 and E2) are outlined in the table below.

Base Plan (New Northeast)	E1 – No Northeast Redirect Commercial	E2 – No Northeast Limit Self-Haul
No delay or cost increases for replacing Factoria	No delay or significant cost increases to replace Factoria	No delay but moderate cost increases to site a household hazardous waste (HHW) facility offsite
Some facilities underutilized, at least initially	Facility use maximized	Shoreline underutilized; Factoria at times over utilized
Most capacity for future growth	Limited flexibility for future growth	Same flexibility for future growth
Shortest wait times	Marginally increased wait times	Potentially significantly increased wait times for self-haulers during peak hours
Highest level of service (self-haul, recycling, HHW)	High level of service (self-haul, recycling, HHW)	Lower level of service (self-haul, recycling, HHW)
Shortest hauling distances/ lowest hauling costs and impacts	Longer hauling distances/ higher hauling costs and impacts	Potential for additional hauling costs and impacts
Highest capital cost of all alternatives	Largest reduction in capital cost of the alternatives that do not build a Northeast Recycling and Transfer Station	Lower reduction in capital cost than E1

Introduction

Ordinance 17619, adopted by the King County Council on July 8, 2013, directed the Solid Waste Division (division) of the Department of Natural Resources and Parks to conduct a review of the 2006 *Solid Waste Transfer and Waste Management Plan* (Transfer Plan).

The purpose of this review was to:

1. Determine if changes are needed to ensure that the transfer system is sized/configured appropriately to meet current and anticipated needs and;
2. Determine whether changes could be made that could reduce future expenditures while still meeting desired service objectives and levels.

The Algona, Factoria, Houghton, and Renton transfer stations, all of which were built in the mid-1960s, are now out of date . The Transfer Plan calls for major transfer system upgrades in order to enable the County to continue providing environmentally-sound solid waste disposal services efficiently and effectively and at reasonable rates. These upgrades included rebuilding the Factoria Transfer Station, replacing the Houghton Transfer Station with a new Northeast Recycling and Transfer Station and replacing the Algona Transfer Station with a new South County Recycling and Transfer Station. Under the Transfer Plan, the Renton Transfer Station is also scheduled to close. The limitations of functionally obsolete facilities have not improved with time, despite a significant drop in tonnage since the plan's adoption in 2007, which necessitated review of the Transfer Plan.

The Transfer Plan review took place over a three month period of intense collaborative work with cities and other stakeholders. Following the release of a draft report in October 2013, the division continued analysis based on feedback received during four months of public comment.

Numerous options were identified and analyzed to answer key questions, including the following:

- In light of the reduced tonnage projections, could changes be made in the Transfer Plan that could eliminate the need (and corresponding cost and impacts) for one or more transfer stations?
- If a transfer station could be eliminated, how would key factors including service levels, costs, and the environment be affected?
- Could operational changes eliminate the need for a transfer station?
- Does the currently proposed Factoria Recycling and Transfer Station, which is close to breaking ground, eliminate the need for a new Northeast Recycling and Transfer Station?

Purpose of Review

Ordinance 17619 (amended as 17696) called for a review of the Transfer Plan before continuing with implementation.

The purpose of this review is to:

- Determine if changes are needed to ensure that the transfer system is sized/configured appropriately to meet current and anticipated needs and;
- Determine whether changes could be made that could reduce future expenditures while still meeting desired service objectives and levels.

This report summarizes the analysis and findings of the review in response to Ordinance 17619, Section 56, P1, (amended as 17696 Section 25, P1). As called for in Section A of the proviso, this report addresses:

1. Tonnage projections based on waste volumes from cities that have indicated commitment to the regional solid waste system through 2040 through approval of the Amended and Restated Solid Waste Interlocal Agreement;
2. Revenue projections based on waste volumes from cities that have indicated commitment to the regional solid waste system through 2040 through approval of the Amended and Restated Solid Waste Interlocal Agreement;
3. Overall costs of the region-wide transfer station upgrade;
4. Functionality and service alternatives at the respective transfer stations;
5. Level of service criteria addressed in the 2006 Transfer Plan, with particular attention to options for revision to the travel time criterion which requires that ninety percent of a station's users be within thirty minutes' travel time of a facility;
6. Retention and repair costs of the existing transfer network including itemized cost estimates for retention and repair and updated long-term tonnage projections; and
7. Recommendation "4" of the King County Performance Audit of Solid Waste Transfer Station Capital Projects, which requires systematic analysis of incremental cost impacts of the number, capacities and functionality of the transfer stations and assessment of project financing and delivery methods.

In accordance with the requirements of Section B of the proviso, the division undertook this review and report with the participation of stakeholder groups, including the Metropolitan Solid Waste Management Advisory Committee (MSWMAC), the Sound Cities Association (SCA), the City of Bellevue, and the Solid Waste Advisory Committee (SWAC), among others. Documentation of stakeholder engagement and feedback received from stakeholders are included in Appendix A.

Transfer Plan review process

A draft report resulted from a review process carried out in a collaborative, transparent manner with significant involvement from stakeholders. The deadline for written comments on this draft report was extended from October 23, 2013 to February 3, 2014. All written comments received between October 9 and February 3 are addressed in a responsiveness summary in Appendix I and included in full in Appendix J.

For the review of the Transfer Plan, a series of three workshops were held in July, August, and September 2013. These were open to all interested parties and were attended by:

- Metropolitan Solid Waste Management Advisory Committee members,
- Solid Waste Advisory Committee members,
- Sound Cities Association representatives,
- Staff from 18 cities, including Bellevue,
- Elected officials from 9 cities,
- Representatives of the 4 commercial solid waste haulers operating in King County,
- Interested citizens,
- King County Council staff, and
- King County Auditor's staff.

The presentations, handouts, and supporting analysis provided at each of these workshops are available on the division's website. All questions and feedback received during the workshops are included in the

workshop summaries, which are also available on the division's website. As recommended by the King County Auditor, the division analyzed the incremental cost impacts of the number of transfer stations by considering the effect on capital, operating, and collection costs if one or more of the stations were not constructed, as discussed below. Supporting details of this analysis can be found in Appendix B of this report and in the Workshop 3 materials. The cost and service impacts of functionalities of the transfer stations – compaction, self-haul and recycling (see alternatives description), and storage capacity – were also studied. As part of the review process, the division presented information to stakeholders about project delivery and financing methods and Ordinance 17437, which requires that the division analyze at least the following procurement methods for the South County and Northeast Recycling and Transfer Station projects: competitive negotiated procurement under chapter 36.58 RCW, traditional public works bidding, developer-delivered, with and without private financing, and design-build.

In addition to the workshops, the division provided updates to the advisory committees during their normally scheduled meetings each month for the duration of the process. Feedback and discussion at those meetings is summarized in the meeting minutes, which are available online.

The division provided briefings to:

- Metropolitan Solid Waste Management Advisory Committee,
- Solid Waste Advisory Committee,
- Sound Cities Association,
- City mayors, managers, and staff,
- Regional Policy Committee (RPC),
- King County Council members,
- King County Council staff, and
- King County Auditor's staff.

Materials from most of these presentations are available on the website.

Guiding principles

In collaboration with cities and other stakeholders, the division adopted the following guiding principles for the review process.

- The system shall maximize ratepayer value and ensure that participants in King County's solid waste system have access to efficient and reliable regional solid waste handling and disposal services at rates as low as reasonably possible, consistent with sound financial and environmental stewardship.
- Future system facilities will be designed to provide flexibility to accommodate changes in growth, anticipated future customer needs, and future waste disposal options and technologies.
- The system complies with all applicable state and federal law, including requirements for storage for disasters.
- This review will comply with the requirements of Ordinance 17619 (amended as 17696)
- This review will be conducted in a transparent and collaborative manner between King County and its stakeholders, so that all parties have timely access to relevant data and determining factors for decision making.

Background

In 1992, King County adopted a comprehensive solid waste management plan calling for the renovation of its aging urban transfer system. Without strong regional consensus about the need for improvements, a rate increase to support this plan was not approved. Since 1992, population growth, technological changes, and aging infrastructure have intensified the need for significant improvements. The 2001 *Comprehensive Solid Woste Management Plan* emphasized this need again.

In 2004, the King County Council adopted Ordinance 14971, which prioritized evaluation of the urban transfer station network as an integral part of the analysis for the next comprehensive solid waste management plan, and established a process for collaborative participation by the cities in solid waste planning. This process led to the formation of the MSWMAC.

Codified in KCC 10.25.110, Ordinance 14971 outlined an iterative, collaborative process that would culminate in recommendations for the urban transfer system. Along with division staff, SWAC, MSWMAC, and an Interjurisdictional Technical Staff Group comprised of staff from cities and from the King County Council, analyzed the solid waste system and issued four milestone reports.

Milestone Reports 1 and 2 developed 17 criteria for evaluating the stations. These fall into three general categories of information:

1. level of service to users,
2. station capacity to handle solid waste and recyclable materials, and
3. the local and regional effects of each facility.

These criteria were applied to the existing urban transfer stations – Algona, Bow Lake, Factoria, Houghton, and Renton. Because the Shoreline Recycling and Transfer Station was under construction at the time, it was not evaluated. Each of the five transfer stations failed to meet between seven and twelve of the evaluation criteria; all of them were operating over capacity and failed to meet safety goals (the presence of physical challenges inherent in the older transfer stations does not mean that the stations operate in an unsafe manner, it does mean that it takes extra effort, which reduces system efficiency, to ensure that the facilities operate safely). These detailed evaluations demonstrated the need for major transfer system upgrades in order to continue providing environmentally sound solid waste disposal services efficiently and effectively and at reasonable rates.

Milestone Report 3 discussed options for public and private sector roles in solid waste and recycling in King County. The recommendation was to retain the current mix of public-private operations where the private sector:

- provides curbside collection of garbage, recyclables, organics (yard waste, food scraps, and food-soiled paper), and construction and demolition debris (C&D), and
- processes recyclable materials and C&D.

The division:

- provides solid waste transfer facilities, and
- maintains the Cedar Hills landfill for disposal until it reaches capacity and closes, contracting for disposal once the landfill closes.

Milestone Report 4 identified alternative configurations for the urban transfer station network and potential disposal options for the future. It also considered feasible options for long haul transport; the need for an intermodal facility or facilities; and the timing of waste export or other method of final disposal. A preferred alternative for the transfer system was identified.

These four milestone reports culminated in the Transfer Plan, which provides recommendations for upgrading the urban transfer station system; methods for extending the lifespan of Cedar Hills; and options for preparing the landfill for eventual closure. The Transfer Plan called for the Bow Lake and Factoria stations to be deconstructed, and new recycling and transfer stations to be built on the existing sites and adjacent properties. Both the Houghton and Algona stations would be closed and replaced with newly sited recycling and transfer stations in the northeast and south county areas, respectively. The Renton station was recommended for closure.

The division's stakeholders had a significant role in shaping the recommendations in the Transfer Plan. At the conclusion of the process, both SWAC and MSWMAC recommended the plan to the King County Executive and the County Council.

Before final approval of the Transfer Plan, the County Council requested an independent third-party review of the Transfer Plan, which was conducted by the firm Gershman, Brickner & Bratton, Inc. (GBB). GBB fully supported the primary objectives of the plan: to modernize the transfer station system and maximize the lifespan of the Cedar Hills landfill. The County Council unanimously approved the Transfer Plan in December 2007.

Since the approval of the Transfer Plan, the division has completed construction of the new Bow Lake Recycling and Transfer Station in Tukwila; completed design and permitting of a new Factoria Recycling and Transfer Station in Bellevue; and begun the siting process for a new South County Recycling and Transfer Station to replace the aging Algona facility.

The new Bow Lake Recycling and Transfer Station is capable of handling one third of the system's waste in a fully enclosed building that reduces noise, litter, and odors. It is projected to achieve a Gold level certification through the internationally recognized Leadership in Energy and Environmental Design (LEED) Rating System.

Optimized Transfer Station Recycling Feasibility Study

King County has long been a national leader in recycling and waste prevention. King County's current recycling and waste prevention rate is significantly higher than the national average. Despite this success, the County continually seeks to achieve a goal of zero waste in accordance with adopted county policy (King County Code 10.14.020), through a multi-faceted approach including education, disposal fee incentives, partnerships with cities and private waste haulers and recycling facilities at new transfer stations. The County is also a leader in product stewardship, a process through which manufacturers of goods must take responsibility for reclaiming resources from the products they produce.

Planning for the future Solid Waste System

As provided by RCW 70.95.020 (1), (2) local government – cities and counties – have statutory oversight and authority for the planning and handling of solid waste. Currently, through interlocal agreements (ILAs) between King County and member cities, the division is responsible for operation of the public transfer stations and the regional landfill, as well as the development of the plan that establishes the long-term policies for transfer, disposal, and waste reduction and recycling. The ILA's provide the basis for the development of system and facility plans based on committed streams of tonnage to county facilities from the cities. The division's service area is countywide, with the exception of the cities of Seattle and Milton.

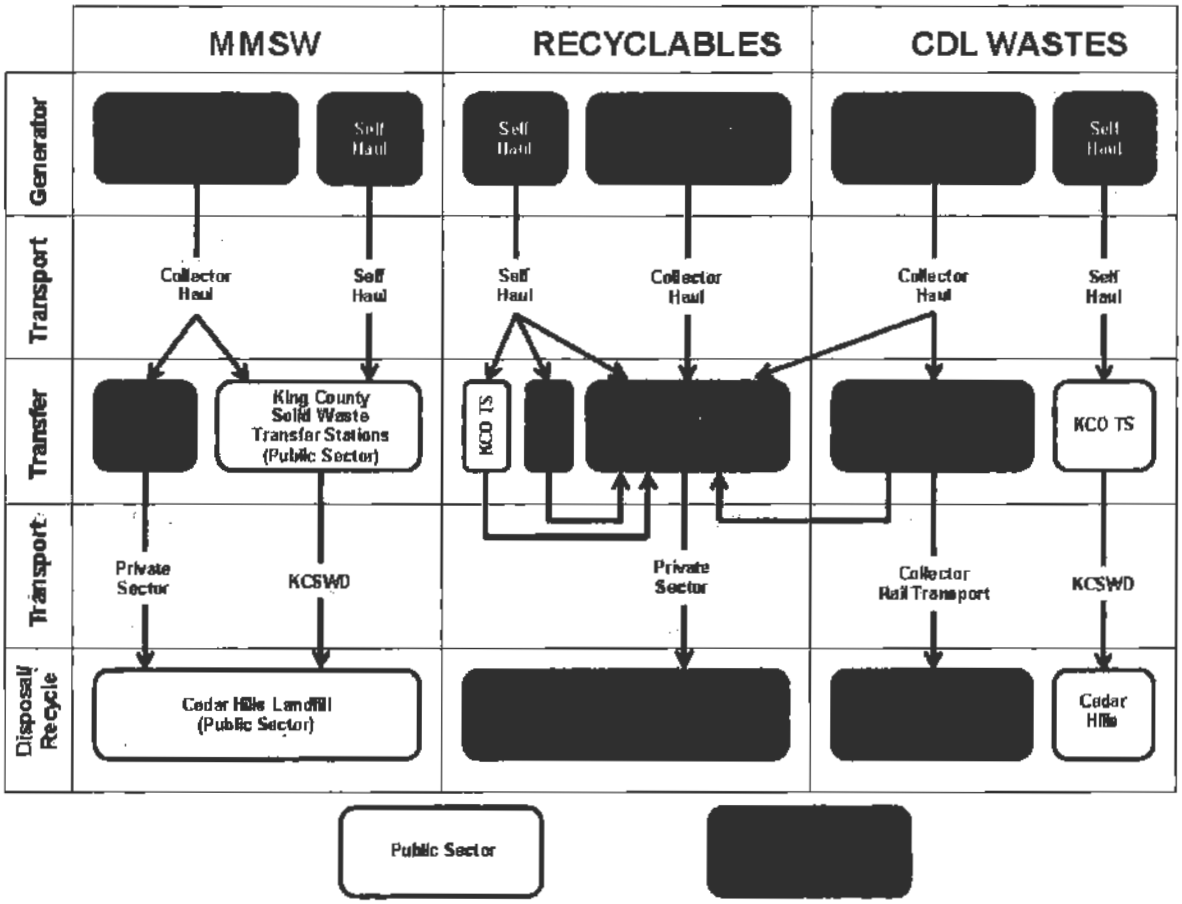
King County does not have the authority to collect waste or contract for collection services. Under state law, this authority is vested with the cities, or in the unincorporated areas with the Washington Utilities

and Transportation Commission (WUTC). The WUTC also sets collection rates for cities that choose not to regulate collection service.

Recognizing the lack of authority to contract for and to regulate waste collection, the County's system relies heavily on strong partnerships with both cities and commercial haulers to provide quality curbside service to area homeowners, including opportunities for recycling. The role of haulers and collectors is of paramount importance in meeting county and state recycling goals. These curbside reuse and recycling programs have been effective; a 2011 report published by the state Department of Ecology showed that state residents recycled more than half (50.7 percent) of their total solid waste. On a per-person basis, state residents recycled an average of 3.64 pounds of material each day, while throwing away 3.54 pounds of waste. The 2011 milestone was the first time that recycling exceeded the 50 percent reduction goal set in a 1989 state law.

By comparison, recycling activities at county transfer facilities impact a substantially smaller segment of the total system population – those choosing to "self-haul" their waste by taking materials directly to transfer stations. New county transfer facilities have been designed to provide convenient and cost-effective opportunities for recycling of materials brought to transfer stations by self-haul customers, who account for about 20 percent of the total annual system tonnage processed at transfer facilities. The county is creating new opportunities for recycling for self-haul customers, but must continue to rely on effective curbside recycling programs offered by commercial haulers to provide recycling service for the overwhelming majority of total system customers. Many cities have structured their solid waste collection rates to support curbside recycling. The division, working with its city partners, will continue to evaluate policies that can further strengthen recycling and waste reduction efforts.

As discussed in more detail in Milestone Report 3 of the Transfer Plan and in the *Optimized Transfer Station Recycling Feasibility Study*, the division is part of a much larger system of collecting and processing recyclables. The figure below illustrates the current waste management system in King County and the respective roles of the public and private sectors in managing the various sections of the waste stream. As illustrated, private recycling infrastructure is an integral part of the County's overall solid waste management system.



Note: *MMSW = mixed municipal solid waste, more commonly known as garbage*
CDL = construction, demolition and land clearing debris, often just construction and demolition debris (C&D)

Current practices that are consistent with adopted comprehensive solid waste management plan and other County policies promote King County's goals for solid waste services. For example:

- Aggressively promote and seek to expand waste reduction and recycling, with grants to member communities and recycling opportunities at all facilities for self-haul customers.
- Provide high-access, urban levels of service to all customer classes at each public transfer facility.
- Allow self-haul customer access during all operating hours at each transfer facility.
- Establish customer service as a high priority, with rates that do not discourage system access.
- Enact environmental protection measures which exceed minimum standards to protect the environment, enhance community acceptance and assure host community compatibility. Newer facilities exceed environmental standards and also incorporate many LEED features.

- Provide mitigation to communities where solid waste facilities are located, known as host communities.
- Adopted rate structures designed to be uniform system-wide to provide mutual benefit for all component communities, without transaction fees that would discourage access.
- Set labor policies to provide livable wages and promote a safe work environment.
- Operate a public transfer system network designed to provide redundant opportunities for safe disposal of solid waste, and provide surge capacity in the event of shut-down or unusual volumes at private facilities.

In early 2012, the division obtained a grant from Ecology for a study that would identify best recycling practices which have been implemented across the country. Ecology provided virtually all of the funding through a state Coordination Prevention Grant.

Key findings of the *Optimized Transfer Station Recycling Feasibility Study* include:

- A number of system constraints affect all King County transfer stations, though **in general they are not physical or operational limitations.**
- Much of the leverage for additional diversion at King County transfer facilities must come from the actions of its customers, with support from transfer station staff. This can be brought about with appropriate **recycling policies and programs, and education and outreach.**
- Policies and programs, education and outreach, and facilities (including layout and design, operations, and processing) together provide a comprehensive and self-reinforcing strategy to maximize diversion at County facilities. In general, **the County does, and should continue to use measures in all of these areas.**
- New King County transfer stations are designed with flat floors creating versatile areas for waste collection and processing. Flat floors will allow operators to recover materials for reuse and recycling from customers. Due to the advantages provided by this design, **new transfer stations designed for King County should be flat floor.** Additional advantages of a flat floor design include the following: quicker and easier unloading opportunities for self-haul customers; more opportunities to safely remove material from commercial and self-haul loads; easy movement of staff and materials between areas, and ease of making future operational changes.



The study also identified publicly owned-and-operated facilities which placed a great deal of emphasis on recycling and materials recovery. For example, the recently completed El Cerrito Recycling and Environmental Resource Center located in Northern California (photo inset on the left) provides recycling collection areas for paper, plastics, cloth, metal, and other materials in a convenient setting. The El Cerrito facility also provides opportunities for recycling of hard-to-recycle materials, such as carpet and plate glass.

The upgrade to the county transfer station network came about, in part, because of the constrained capacity for supporting recycling that characterizes the older transfer stations, including Factoria. The Transfer Plan identified several system challenges and needs, including limited ability to support aggressive waste reduction and recycling. The upgraded transfer network is intended to respond to this and other identified needs.

The current Factoria Transfer station cannot accommodate any recycling. With a new configuration, and with features comparable to the El Cerrito Recycling and Environmental Resource Center, the new

Factoria Recycling and Transfer Station is designed to accept at least thirteen recyclable materials, as follows:

- Organics (yard debris and food)
- Clean wood
- Scrap metal
- Cardboard
- Appliances
- Plastic film and bags
- Carpet
- Textiles
- Asphalt shingles
- Mattresses
- Gypsum Wallboard
- Mixed paper
- Tires

The division is already working to implement numerous recycling strategies

The division is already working to implement other recommended strategies to increase recycling and materials recovery at its stations, based on the recommendations in the *Optimized Transfer Station Recycling Feasibility Study* report:

- Increase material-specific actions to increase diversion:
  - Commingled mixed recycling to make it easier for customers to recycle and increase participation
  - Using compaction to commingle recycling materials and free up space for additional recycling materials
- Develop and operate flexible material receiving/processing capability:
  - Conduct materials recovery pilot at Shoreline and Bow Lake
  - Factoria flat floor design
- Enhance pictorial signage and signage in Spanish:
  - Placed easy to read material-specific signs with "yes" and "no" next to the material collection location
  - Signs include pictograms and Spanish to address language and cultural barriers
  - Signs are portable enabling movement between disposal locations depending on use and demand
  - New signage has been installed at Bow Lake, Renton, Houghton, and Shoreline
- Formalize and foster an internal staff culture that places a high value on reuse and recycling:
  - Quarterly "All Hands Meeting" to generate an enthusiastic culture around recycling and materials recovery strategies
  - Appliance training to increase metals recycling and demonstrate the revenue benefits of recycling
  - Hiring additional staff at Bow Lake to assist customers with recycling

Current Factoria design is consistent with the *Optimized Transfer Station Recycling Feasibility Study* recommendations

Although the study indicated that constraints on recycling and waste diversion in King County are primarily related to customer behavior and are best addressed by policies and education, the Factoria design is in fact consistent with the *Optimized Transfer Station Recycling Feasibility Study*. The design

optimizes recycling capabilities on that site and will contribute significantly to the Zero Waste of Resources goal. The Factoria design incorporates the current state-of-the-art flat-floor design. The *Optimized Transfer Station Recycling Feasibility Study* recommended a flat-floor design for Factoria and confirmed through extensive research that this is the preferable transfer station design. The study noted that the floor design allows for significant flexibility for recycling and materials recovery.

The study produced five recommended principles to optimize resource diversion and recovery. The current Factoria design is consistent with the recommendations and supports the County's Zero Waste of Resources goal. The five principles are shown in the table below.

Recommended principles from the study	Current Factoria design consistency
1. Convert obsolete or underused facilities into recycling-only facilities and modify existing King County transfer facilities to focus on reuse, recycling, waste diversion, and/or processing of self-haul materials	An extensive recycling and reuse area is part of the new Factoria design, with a focus on ease of customer use. It will allow for flexibility to collect a full range of materials from both commercial and self-haul customers including appliances, C&D, cardboard, carpet, mattresses, organics, and tires. (Eliminating garbage collection at Factoria would require siting an additional transfer facility.)
2. Site, design and build new King County solid waste facilities to align collection and processing in an advanced materials management system	A flat floor design allows versatility for waste collection and processing, and will provide the opportunity for Transfer Station Operators to recover materials for reuse and recycling from the waste stream. Pilot materials recovery projects are about to begin at Shoreline, so they could be implemented seamlessly at Factoria. Design features also allow: • Quicker and easier unloading for self-haul customers • Safer unloading of materials from commercial and residential customers as they will be on one level • Easier movement of staff and materials between areas • Easier space reallocation on the floor between recyclable and waste handling as volumes of each change over time, or even during the workday
3. Co-locate, design and build end-use and/or energy recovery facilities at existing or new King County solid waste facilities	Design flexibility from the flat floor could allow for small foot print on-site processing such as anaerobic digestion of some organic materials (food scraps and soiled paper).
4. Proceed in a manner that is internally consistent with the structure under which the County is currently working (i.e., source-separated private collection, private material recovery facilities for collected recyclables, private processing for commercial C&D).	The design maintains a station collection infrastructure that is consistent with the region's private/public roles. Materials collected can be transported and processed at privately managed facilities. On site resource recovery will focus on materials delivered by the private/public customers. As indicated, most recyclables in the region are processed by the private sector.
5. Align policies, fees, and regulations to emphasize, incentivize, and compel reuse and recycling of waste toward Zero Waste of Resources	The County has been a leader in policies and requirements that promote recycling and materials recovery. County ordinances already promote the Zero Waste of Resources goal in numerous ways, and the Factoria design is fully-consistent with implementing these policies and allowing for future flexibility of policies that would further recycling, diversion and recovery.

Factors for Review

The division and its stakeholders considered all of this background information when evaluating the Transfer Plan against today's conditions; tonnage today is roughly 80 percent of 2007 levels and interlocal agreements with cities generating approximately 90 percent of the system's tonnage have been extended to 2040. For the initial review, at the request of SCA and other key stakeholders, the division analyzed eight modifications to the Transfer Plan in addition to the plan itself. The impacts to cost, service, and the environment for each of the nine total alternatives were evaluated. The existing Base Alternative and alternatives that do not build all planned new facilities or that maintain as self-haul only facilities currently planned for closure are described in Tables 1.a and 1.b. During the extended comment period, the division used the data that was presented to stakeholders to evaluate an additional variation of the Base Alternative that would not build a Northeast Recycling and Transfer Station or expand Factoria onto the Eastgate property in Bellevue.

Cost

To answer the central question of whether costs could be reduced while still providing the desired level of service, the division examined total ratepayer impacts of the various alternatives, comprised of the components below. Summary capital cost estimates are provided in the descriptions of the alternatives. Additional cost information can be found in Appendix B.

Capital cost

Capital costs are influenced by the number of facilities and the size and complexity of those facilities. The division pays for capital and other costs through disposal rates. The current rate includes payments on the capital costs of the Shoreline and Bow Lake stations, referred to as "debt service."

The review included costs involved in construction of a new transfer facility with detailed consideration of cost drivers (both those of particular interest to stakeholders and those identified as cost drivers in a 2011 Performance Audit of Solid Waste Transfer Station Capital Projects). Cost drivers included installation of waste compactors, space to provide self-haul and recycling services, and emergency storage capacity. Capital costs also include possible renovation of existing facilities, such as Algona, to operate as self-haul only facilities. These analyses are provided in Appendix B.

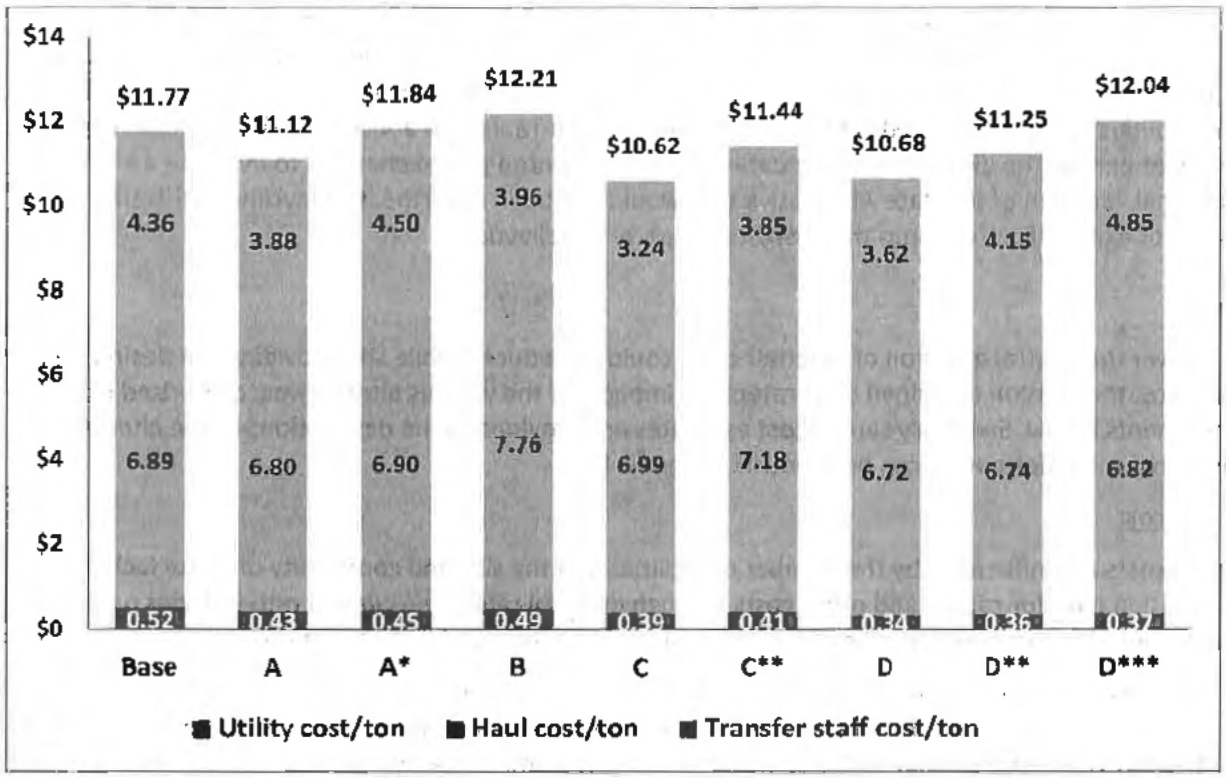
Operating cost

Operating costs include many component costs, some of which are fixed or overhead costs, such as payroll. To distinguish between alternatives, this review focused on the primary variable cost components. Three factors were used for this cost comparison:

1. Operating hours – the more hours a facility is open the higher the cost of staffing.
2. Distance to disposal – the farther a transfer station is from the disposal location the higher the hauling cost. This is the most significant factor because it involves staff time, fuel, and equipment. Because locations for two of the transfer stations and for disposal after Cedar Hills closes are unknown, the analysis used proxy locations. The use of proxy locations makes this data less certain than other factors.
3. Tipping area square footage – the larger the facility the higher the cost of utilities.

These estimates are provided for the purpose of comparing alternatives only; to obtain a cost per ton, the tonnage estimate for 2027[1] was used; costs are shown in 2013 dollars.

Figure 1 – Estimated Solid Waste Division Operating Cost per Ton per Alternative[2] (2013$, 2027 tonnage)



Collection cost

Overall collection costs increase when there are fewer facilities to serve the commercial haulers who provide collection service for homes and businesses. Some transfer system alternatives that would reduce capital costs for County facilities would likely increase costs to the commercial solid waste collection companies – and ultimately ratepayers. Unlike capital costs, which are uniformly distributed throughout the system, increased collection costs are not equally distributed among ratepayers. Increased collection costs resulting from longer hauling distances will likely result in upward pressure on rates for residents in areas that do not have transfer facilities, though this could be offset by reduced capital costs as the result of foregoing construction of facilities or other approaches . Thus it is important to consider collection costs in order to understand the true impact on residents and businesses of any transfer system alternative.

All commercial hauling companies serving the areas evaluated in the Transfer Plan responded to the division's request for information. They provided preliminary estimates of collection cost impacts that

[1] There is no particular significance to 2027. Dollar amounts would vary, but the comparison would be the same regardless of the year (after full implementation of the alternative).

[2] See Tables 1.a and 1.b for a summary of the alternatives. Three options for Alternative E were added later. Although these are not included here, Option 1 is most like Alternative A*; Options 2 and 3 are most like Alternative A.

would result from changes to the Base Plan. Those increased costs would be passed on to residents and businesses. The division believes that the estimates provide a reasonable approximation of potential increased costs. As one hauler noted, "A more thorough assessment would necessitate studies on estimated traffic patterns and facility wait times, as well as the identification of specific locations for the proposed South County and Northeast County transfer stations. Consideration of these variables may significantly affect the cost estimates."

Forecasts of collection costs are dependent on many variables that could change over time. Since the release of the draft Transfer Plan Review Report, one hauler has already submitted updated data. The division will continue to work with haulers to ensure that decisions are based on the most current data available. Because collection costs vary throughout the region, cities are encouraged to communicate directly with their hauler about the potential impacts to their residents of transfer system changes. A summary of the information supplied by the haulers can be found in Table 5. The complete information provided by haulers is in Appendix B.

The data provided by haulers show that collection costs would be lowest under the Base Alternative. Collection costs rise as the number of facilities serving commercial haulers decreases, requiring collection trucks to be on the road for longer distances, burning more fuel and spending more time in traffic. The haulers' capital costs increase with more trucks traveling longer routes. In some cases capital costs increase up to $15 million (Alternatives C and D) for one hauler alone. Labor costs would increase correspondingly, up to $4.5 million for that same hauler in additional staff hours per year.

Based on census projections, the northeast and south county service areas are forecast to have the highest growth, and become the most densely populated areas in King County by 2035. Alternatives that do not build facilities in either of those areas (Alternatives D**and D***) will impact collection rates for the greatest number of people. Alternatives that do not build Factoria or South County (Alternatives B, C, and C**) will result in the highest rates for customers in those service areas; one hauler estimates a rate increase of five percent over the Base Alternative.

Service and capacity

Seventeen criteria for level of service (LOS) were developed for the original Transfer Plan. They were developed by consensus as measurable performance standards that every transfer facility should meet. They fall into three general categories:

1. Level of Service to Users – Criteria 1 through 4 define standards for acceptable user experience, such as drive time and speed of service
2. Station Capacity for Solid waste and Recycling – Criteria 5 through 12 define operational standards for a cost-effective and efficient system
3. Local and Regional Effects of Facility – Criteria 13 through 17 set standards for impacts to local roadways and nearby land uses; although these criteria are separate from the requirements of King County's Equity and Social Justice (ESJ) Ordinance, they relate to issues of ESJ.

This review process reconsidered whether the original criteria were still appropriate standards for measuring level of service. As required by the ordinance, the division thoroughly evaluated Criterion 1, travel time to reach a transfer facility. The division found that seven of the nine alternatives met the drive time criterion. Alternatives C and D failed this criterion because of limited self-haul service in the south county area. The analysis used drive times provided by Google Maps. Analysis of drive time for each alternative is presented in Appendix C.

Criteria in the second group, those relating to station capacity, are critical from an operational perspective, and can have cascading effects on other criteria. For both the original planning process and

the current review, a level of service score no lower than "C" for the duration of the planning period was used as the acceptable standard. This means that the system must be able to accommodate vehicles and tonnage at all times of day except occasional peak hours; the optimal operating capacity should be exceeded for only five to 10 percent of operating hours.

For this review, only one criterion needed to be somewhat redefined – Criterion 8, "room to expand on-site." This criterion originally considered whether it was possible to build a larger station on the site, which would not be an important consideration for newly constructed facilities. In this analysis the criterion was redefined to determine whether space was available to expand services or to support waste conversion technology in the future.

During the development of the original Transfer Plan, these criteria were applied to each existing urban transfer station. This review applied the LOS criteria to each alternative.

The policies in the current *2001 Comprehensive Solid Waste Management Plan* and the draft 2013 *Comprehensive Solid Waste Management Plan* call for the division to provide transfer service to self-haulers. Both plans also include policies to provide substantially more recycling opportunities at the transfer stations than is possible in the current facilities. However, in the interest of a comprehensive review, feedback at the initial workshop indicated that stakeholders were nonetheless interested in examining alternatives that would limit self-haul and recycling services. The division did develop and analyze alternatives with these limitations. Feedback from subsequent workshops, as well as past experience (such as the public response to elimination of recycling services at some stations in 2011) indicates that stakeholders value these services highly.

Environment

Environmental impacts of the system alternatives may include construction and siting impacts, greenhouse gas (GHG) emissions, and recycling opportunities. The combination of facilities in each alternative would result in unique traffic conditions and patterns, with resulting GHG emissions. Constructing new facilities would also produce GHG emissions, although the division would construct facilities in accordance with the County's green building ordinance. This analysis reviews environmental impacts based on existing information. More detailed analysis would likely be required for any alternative other than the Base Alternative, which has already undergone environmental review under the State Environmental Policy Act (SEPA).

Greenhouse Gas Emissions

As a general rule, traffic impacts and resulting GHG emissions are minimized by increasing the number of facilities, by distributing facilities evenly throughout the service area, and by compacting waste before hauling to disposal (compactors reduce transfer trailer trips by about one third). With fewer facilities customers would drive further to reach facilities, increasing traffic and GHG emissions. The more customers directed to a single facility, the more concentrated traffic impacts would be on the streets neighboring that facility, although mitigation may be possible.

Recycling

Both the current adopted (2001) and draft 2013 *Comprehensive Solid Waste Management Plans* call for maximizing recycling. In 2012, approximately 115,000 tons of recyclable materials were disposed by self-haulers and buried at Cedar Hills. The current self-haul recycling rate is only five percent, but must increase to 35 percent to meet the 70 percent overall goal developed jointly by the division and its advisory committees. To further this goal, the *Optimized Transfer Station Recycling Feosibility Study* examined limitations and opportunities for improving recycling rates at transfer stations. Currently, only

Shoreline and Bow Lake are capable of supporting such growth in self-haul recycling. Shoreline currently receives more self-haul recycling than all the other stations combined, although Bow Lake is expected to surpass it in 2014.

The tonnage forecast used for analysis of transfer system alternatives assumes that a 70 percent recycling rate, which is consistent with the County's Zero Waste of Resources goal, will gradually be achieved. New transfer facilities with expanded recycling and other recommendations from the *Optimized Transfer Station Recycling Feasibility Study* will support the 70 percent recycling goal, as will product stewardship, and other expanded waste prevention and recycling programs. Policy actions by both the county and the cities, such as implementing mandatory recycling and disposal bans, may also be necessary to achieve a 70 percent recycling rate. Without regional support, the county will not achieve the 70 percent recycling goal. Policies and programs, education and outreach, and facilities (including layout and design, operations, and processing) together provide a comprehensive and self-reinforcing strategy to maximize diversion at County solid waste facilities.

The recycling options available under each alternative are shown in Table 2. Recycling rate analysis for each alternative was beyond the scope of this review. The recommendations in this review to move forward with construction of a new Factoria as designed and to site a new South County Recycling and Transfer Station are consistent with the recommendations of the *Optimized Transfer Station Recycling Feasibility Study*. The Factoria design incorporates the current state-of-the-art flat-floor design as does the concept for a new South County station. The study recommends a flat-floor design and confirmed through extensive research that this is the preferable transfer station design, allowing significant flexibility for recycling and materials recovery.

More information about recycling at transfer stations is available online. In general, recycling has far reaching environmental benefits; however, environmental analysis related to the recycling options for each alternative was beyond the scope of this review.

Community Impacts

All alternatives assume that new transfer facilities would be fully enclosed to minimize impacts to the community, including noise, odor, and litter. These buildings are much more compatible with a variety of surrounding land uses that may develop over the 40-year to 50-year lifespan of the building than the old open structures were. Some alternatives retain the current Houghton and Algona facilities, which would not be fully enclosed and would not include waste compaction. Community impacts such as noise, odor, and traffic on neighboring streets would be included in environmental review under SEPA.

Risks

Each alternative presents a unique combination of risks that must be considered together with other factors. Initial identification of risks is included in the description of each alternative.

Assumptions

In order to model the alternatives developed for this process, it was necessary to make assumptions in forecasting and in calculations where data is not yet available, for example, the locations of facilities that have not yet been sited. To predict solid waste generation over the long term, the long-term tonnage forecast model relies on well-established statistical relationships between waste generation and various economic and demographic variables, such as:

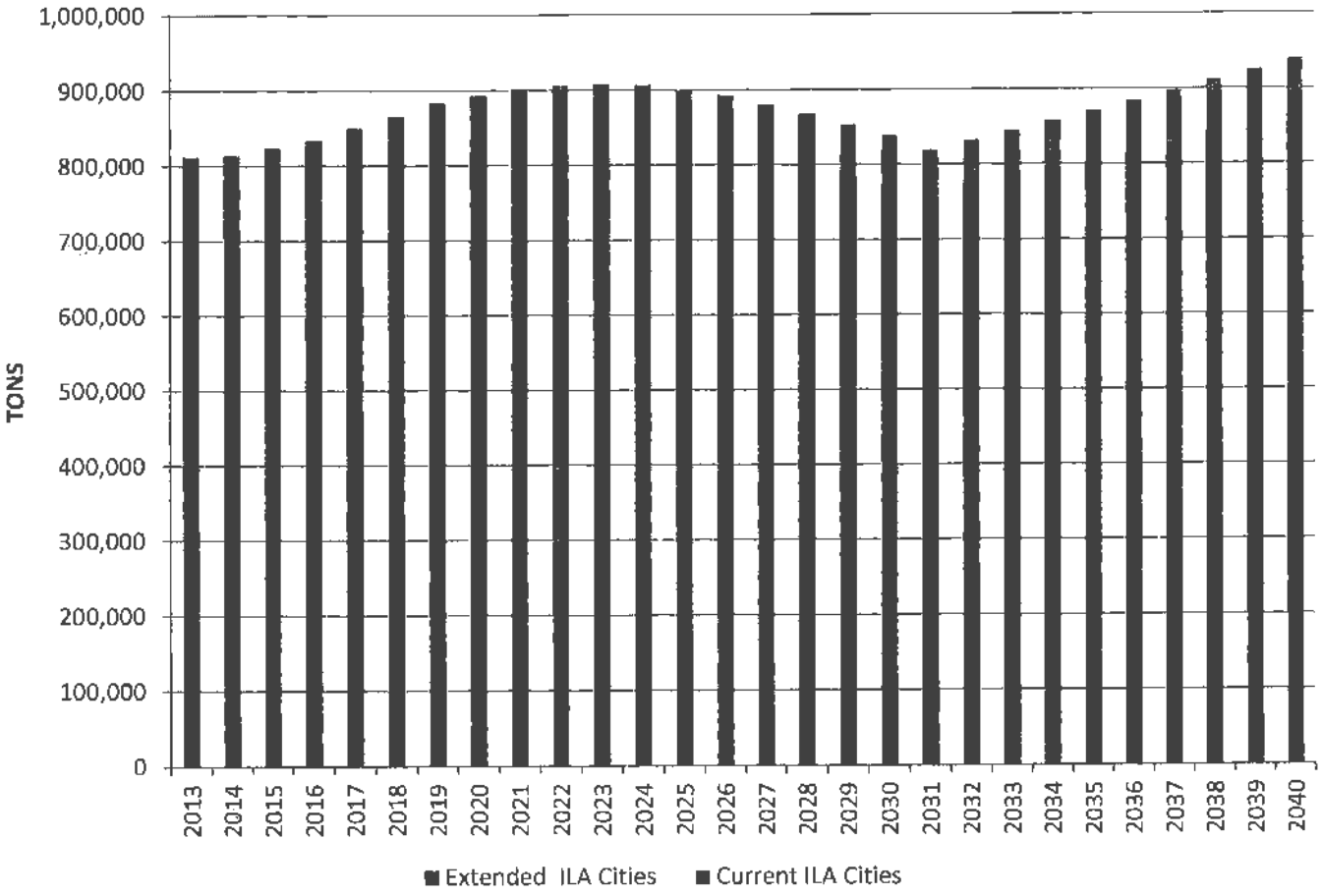
- population of the service area,
- employment rates,
- household size, and
- per capita income adjusted for inflation.

Increases in population, employment, and per capita income, and decreases in household size, typically lead to more consumption and hence higher waste generation.

Analysis performed as part of this review used the following assumptions:

- The tonnage forecast starts with today's actual tonnage and assumes that Bellevue, Clyde Hill, Hunts Point, Medina, and Yarrow Point will leave the system July 2028 (see Figure 2 for tonnage projections).
- Where possible, facilities would be designed to meet capacity needs and accommodate vehicles and tonnage at all times of day except occasional peak hours (optimal operating capacity exceeded 5 to 10 percent of hours).
- All new stations would share a similar design to that of the currently designed new Factoria Recycling and Transfer Station, although the size would depend on tonnage and vehicle capacity needs.
- All new stations would be subjected to value engineering and sized according to the most current tonnage forecasts for the area the facility would serve.
- Alternative project financing and delivery methods would be evaluated for each new station to identify potential cost savings.
- Any limitations to self-haul would not apply to customers with a division charge account. (Charge account self-haul customers, such as Boeing and school districts bring larger amounts of waste, often daily, and function more like commercial haulers than single-family residents cleaning out a garage.)
- For planning purposes, generic locations for South County and Northeast Recycling and Transfer Stations were assigned within the service area; Cedar Hills served as a proxy disposal location.
- Cost estimates are planning-level; where escalated costs are given, costs were inflated using projections from the Office of Economic and Financial Analysis.
- Recycling Scenario Three (Figure 3) provided the standard for full recycling services; several scenarios do not achieve standard recycling service levels.
- Revenue will be based on tonnage projections, such that:
  revenue = projected tonnage x solid waste tip fee, where tip fees are set to cover expenses.
- A future rate study will incorporate decisions resulting from this review.

Figure 2 – Long-term Tonnage Forecast of Waste Disposed
July 2013



Based on trends, the tonnage forecast assumes a one percent increase in recycling per year with a maximum recycling rate of 70 percent. The table above shows the tonnage from the cities that have not signed extended interlocal agreements as Current ILA Cities after June 2028. Tonnage from those cities was excluded when evaluating the alternatives.

Alternatives

Table 1.a – Transfer System Alternatives

	Base (Current Plan)	Alternative A	Alternative B	Alternative C	Alternative D	Alternative E
Open facilities	Shoreline Bow Lake Factoria Northeast South County	Shoreline Bow Lake Expanded Factoria[3] South County	Shoreline Bow Lake Expanded Northeast[4] South County	Shoreline Bow Lake Expanded Northeast	Shoreline Bow Lake Expanded Factoria	Shoreline Bow Lake Factoria South County Renton
Closed facilities	Algona Renton Houghton	Algona Renton Houghton	Algona Renton Houghton	Algona Renton Houghton	Algona Renton Houghton	Algona Houghton
Do not build		Northeast	Factoria	Factoria South County	Northeast South County	Northeast

The draft report contained five alternatives (Table 1.a), including the current plan as developed in 2006 (the Base Alternative), that do not build one or more of the planned new recycling and transfer stations. These five alternatives were supplemented by four variations (Table 1.b) that would close Houghton and/or Algona to commercial hauler traffic (i.e., they would be self-haul-only facilities). In response to feedback, this final report has added an alternative that neither builds a new facility in the northeast county nor expands Factoria onto the Eastgate property. This gives a total of ten alternatives for consideration.

[3] An expanded Factoria includes two buildings – one for commercial customers and one for self-haul customers, which would be located on the Eastgate property.

[4] An expanded Northeast is a larger facility designed to serve the northeast and Factoria service areas.

Table 1.b – Transfer System Alternatives with Self-haul Only Facilities

	Alternative A*	Alternative C**	Alternative D**	Alternative D***
Open facilities	Shoreline Bow Lake Factoria Northeast South County Houghton (self-haul only)	Shoreline Bow Lake Expanded Factoria Algona (self-haul only)	Shoreline Bow Lake Expanded Factoria Algona (self-haul only)	Shoreline Bow Lake Factoria Algona (self-haul only) Houghton (self-haul only)
Closed facilities	Algona Renton	Renton Houghton	Renton Houghton	Renton
Do not build	Northeast	Factoria South County	Northeast South County	Northeast South County

The analysis revealed that any system configuration which does not build a new South County Recycling and Transfer Station to replace Algona (Alternatives C, C**, D, D**, and D***, described below) will not provide sufficient service and would likely result in significantly increased collection costs for residents and businesses in the south county, raising collection costs in the county's lowest income area. Without a new facility, south county residents and commercial haulers would primarily use the Bow Lake Recycling and Transfer Station, resulting in longer driving distances and higher costs. Additionally, Bow Lake was not built to handle such a high proportion of the system's customers – on average, Bow Lake would exceed operating capacity during 10 to 20 percent of its operating hours and on weekends would exceed capacity during most hours, creating long waits for customers and offsite traffic impacts.

The remaining alternatives (A, A*, B, and E, described below) each have benefits and limitations. Alternative A involves expanding the Factoria Recycling and Transfer Station onto the Eastgate property, which would require a new conditional use permit. The City of Bellevue is the permitting authority, and a conditional use permit would be inconsistent with Bellevue's land use code and recently adopted I-90 corridor plan. Bellevue has been an active participant in this review process and has clearly indicated that it is unlikely to permit development of the Eastgate property for use as a transfer station. Alternative A would also redirect the majority of the customers currently using the Houghton transfer station to the Factoria Recycling and Transfer Station, resulting in increased traffic at Factoria and higher collection costs for the current Houghton service area. For these reasons, this alternative is not recommended and was opposed by many cities.

Alternative A* uses the current Factoria design and permits, thus resolving the Eastgate risk, but retains the Houghton transfer station for self-haul. Kirkland has expressed objections to the continued operation of Houghton in its residential neighborhood. To accommodate the commercial haulers who currently use Houghton, self-haul traffic would need to be restricted at Factoria on weekdays, so more self-haulers would use Houghton – this could result in the Houghton Transfer Station being over capacity. For these reasons, this alternative is not recommended.

Alternative B would not construct Factoria, which would create a stranded asset, and instead build an extremely large new transfer station in the northeast county. This would require a transfer building about 25 percent bigger than the division's largest existing facility – the Bow Lake Recycling and Transfer Station. The new Northeast Recycling and Transfer Station would also require extended operating hours. Finding an appropriate site for such a large facility, with extended operating hours and significant traffic, poses such a significant risk that the alternative may be impossible. As a result, this option is not recommended.

Alternative E was developed based on feedback from stakeholders and ongoing work after the initial draft report. Alternative E primarily evaluated operational approaches that could absorb the tonnage currently handled at Houghton without building a new Northeast station. Alternative E actually involved three separate approaches, including 1) redirecting commercial garbage to underutilized stations, 2) limiting the hours for certain self-haul transactions, and 3) redesigning and expanding Factoria on the existing site. The first two approaches are feasible and provide significant capital cost savings (but would likely increase certain hauling costs.) The third approach is not recommended for the reasons below.

Redirecting tonnage to underutilized stations would not delay construction of the new Factoria Recycling and Transfer Station or result in significant cost increases to replace that facility. It maximizes facility usage throughout the system, which does limit flexibility for future growth in programs and services. It provides less capacity than the Base Plan, which is likely to mean longer wait times for some customers at some times. It also requires longer hauling distances for division vehicles and commercial haulers. Despite these limitations, this option provides a high level of service and provides significant capital cost savings compared to the Base Plan.

Limiting self-haul access hours at Factoria for customers without accounts is the second operational approach. The second option also allows construction of the new Factoria Recycling and Transfer Station to proceed on schedule, but does require moderate cost increases to site a household hazardous waste facility elsewhere. While it leaves the Shoreline Recycling and Transfer Station underutilized, Factoria would be over capacity at times. There would be some flexibility for future growth in programs and services, but self-haul customer wait times would be significantly increased during peak hours. Compared to the Base Alternative and the first operational solution for Alternative E, this option provides a lower level of service to self-haulers, recyclers, and customers using household hazardous waste service.

The third option for Alternative E requires design changes that would result in the need for new permits, causing at least a two-year delay and significant cost increases for the replacement of the Factoria Transfer Station with a new Recycling and Transfer Station. As in the second option, this leaves Shoreline underutilized while Factoria would be over capacity at times. There would be some flexibility for future growth in programs and services, but self-haul customer wait times would be significantly increased during peak hours. Compared to the Base Alternative and the other operational solutions for Alternative E, this option provides the lowest level of service to self-haulers, recyclers, and customers using household hazardous waste service.

Of the options that do not build a new Northeast Recycling and Transfer Station, Option 1, redirecting commercial traffic, appears to have the least customer impact along with the highest potential for capital cost savings. It is appropriate for the region to evaluate a potential combination of Options 1 and 2 and other potential operational approaches and compare the optimal "no build" approach with the Base Plan.

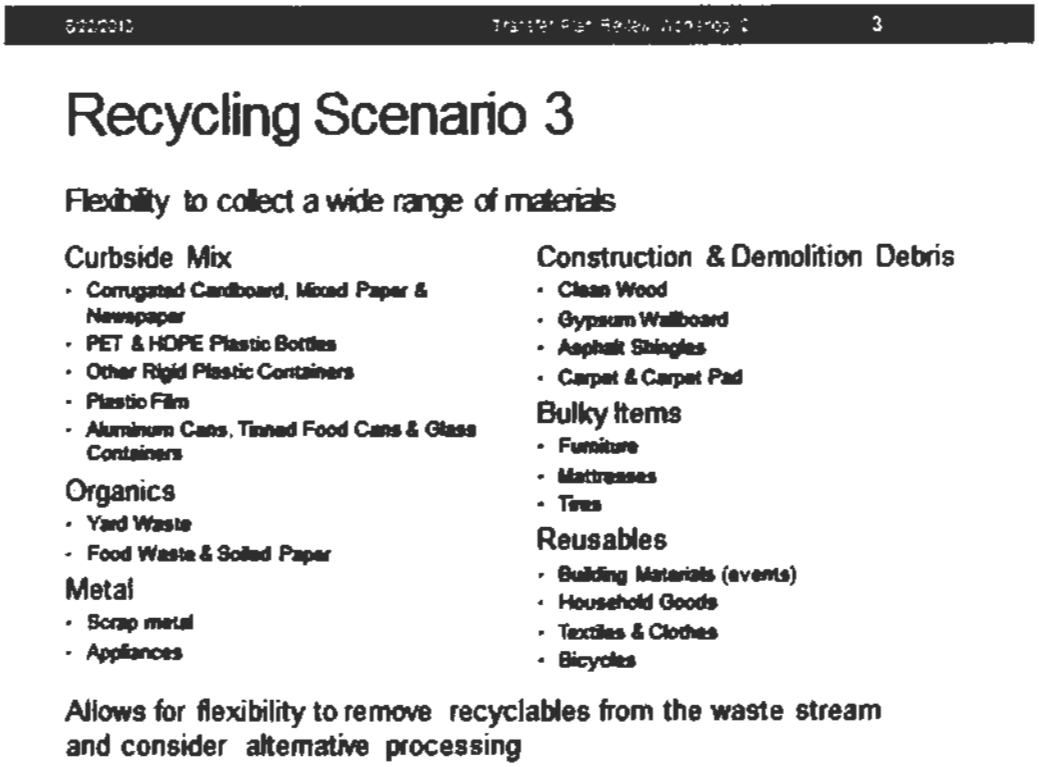
The Base Plan is the currently approved Transfer Plan and received the support of the most cities (10 out of 14) and Solid Waste Advisory Committee members (3 out of 4) that chose to comment on the draft Transfer Plan Review report. Because a primary objective of the Transfer Plan review was to determine whether changes could be made to reduce capital costs, not surprisingly the Base Plan has the highest capital cost. The Base Plan also provides the highest level of service, including recycling services, and the lowest commercial hauler distances and costs. As indicated above, it is appropriate to evaluate implementation of the optimal "no build" options and compare the optimal "no build" approach with the Base Plan. This maintains the most flexibility for the future and allows the region to proceed with replacing the Factoria Transfer Station on an existing, permitted site.

Recycling Services

For this Transfer Plan review, the standard for recycling services was set to meet recycling goals established in collaboration with SWAC and MSWMAC for the draft 2013 *Comprehensive Solid Waste Management Plan* and to be consistent with recommendations from the *Optimized Transfer Station Recycling Feasibility Study*.

The recycling services standard described below in Figure 3 was presented as "Scenario Three" at the Transfer Plan review workshops.

Figure 3 – Standard Recycling Service



Additional information about recycling at transfer stations was presented at the first workshop. That presentation is available online. The recycling services available under each alternative are described in Table 2.

Table 2 – Recycling Services by Alternative

	Base	A	A*	B	C	C**	D	D**	D***	E1	E2 /E3
Shoreline	Full service	Full service	Full service	Full service	Full service	Full service	Full service	Full service	Full service	Full service	Full service
Bow Lake	Full service	Full service	Full service	Full service	Weekends and limited weekday hours	Weekends and limited weekday hours	Weekends and limited weekday hours	Weekends and limited weekday hours	Weekends and limited weekday hours	Full service	Full service
Factoria	Full service	Full service	Weekends and limited weekday hours				Full service	Full service	Weekends and limited weekday hours	Full service	Yard waste only on weekends and limited weekday hours
Northeast	Full service			Full service	Full service	Full service					
South County	Full service	Full service	Full service	Full service						Full service	Full service
Houghton			Yard waste and limited other materials						Yard waste and limited other materials		
Renton										Limited materials no yard waste	Limited materials no yard waste
Algona						Yard waste only		Yard waste only	Yard waste only		

The updated level of service criteria were applied to each of the alternatives. Whereas the initial planning process used these standards to evaluate each of the existing urban transfer stations, for this review process, the standards were used to evaluate each alternative as a whole.

Table 3 –
Estimated Capital Cost

Alternative	Estimated capital cost in millions (2013$) Total	Savings from Base	Average cost per ton 2014 - 2040	Added cost per month for the average household (estimated median cost of capital debt 2014-2040)
Base	$ 222		$ 16.39	$ 1.08
A	$ 186	$ 36	$ 13.92	$ 0.92
A*	$ 136	$ 85	$ 9.89	$ 0.66
B	$ 187	$ 34	$ 13.91	$ 0.93
C	$ 113	$ 108	$ 8.52	$ 0.56
C**	$ 122	$ 99	$ 9.18	$ 0.61
D	$ 112	$ 110	$ 8.53	$ 0.55
D**	$ 121	$ 101	$ 9.19	$ 0.60
D***	$ 71	$ 151	$ 5.16	$ 0.34
E1	$ 136	$ 85	$ 9.90	$ 0.66
E2	$ 145	$ 76	$ 10.55	$ 0.70
E3	$ 165	$ 57	$ 10.88	$ 0.72

Base Alternative (Current Transfer Plan)
(A recommended Alternative)

The Base Alternative implements the current Transfer Plan, which was adopted by the County Council in December 2007. This plan calls for the County to:

- Build a new Factoria recycling and transfer station as currently designed and permitted, with phase 1 (garbage) opening in 2016, and phase 2 (recycle and HHW) opening in 2017 with demolition of the existing Factoria transfer station
- Close Renton in 2018
- Build a new South County Recycling and Transfer Station (pending environmental review) to open in 2019
- Close the Algona transfer station in 2020, making that property available for other use
- Site a new Northeast Recycling and Transfer Station somewhere in the service area currently being served by Houghton to open in 2020
- Close the Houghton transfer station in 2021
- All stations would provide pre-load compaction, three days storage capacity, self-haul service during all operating hours, and full recycling services as described in Figure 3.

The Base Alternative is the most expensive in terms of capital costs. However, with five transfer stations dispersed across the county, particularly in the forecast high growth areas of northeast and south county, collection costs are expected to be lowest in this alternative. This plan supports the targeted self-haul,

recycling, and compaction objectives, providing the highest level of service of all options under consideration. The primary risks are associated with the typical siting challenges for a transfer station. This Alternative received the support of more cities than any other.

Cost

With a total of five newly constructed modern transfer and recycling facilities, three of which have yet to be built, this alternative has the highest capital costs. Preliminary planning-level estimates (in 2013 dollars) place future capital costs for this alternative at $222 million; this would translate to an added cost of about $1. 08 per month for the average household (estimated median cost of capital debt 2014-2040). All new facilities would be subjected to value engineering and sized according to the most current tonnage forecasts for the area the facility would serve. Alternative project financing and delivery methods would be evaluated for each new station built to identify potential cost savings.

The Renton Transfer Station would close under this alternative, so collection cost for residents and businesses in the Renton area would increase as commercial haulers reroute to the Bow Lake and Factoria facilities. One area hauler estimates a less than one percent increase in operational or customer costs; a second hauler estimates an increase of $1 to 2 million per year in added driver hours and trips and an additional $3 to 6 million in capital costs such as additional trucks.

Service

This alternative would meet all of the level of service standards developed by consensus with regional stakeholders to evaluate satisfactory system performance. A full range of recycling services would be available to self-haulers and self-haul service would be available at all facilities during all hours of operation to support the region's recycling goal.

This alternative provides the greatest number of transfer facilities, evenly distributed throughout the regional system. Therefore all areas of the system would receive a uniform high level of service.

Environment

The Base Alternative minimizes impacts by incorporating compactors at every facility, which significantly reduces the number of transfer trailer trips generating traffic and GHGs. With the greatest number of full-service facilities evenly distributed throughout the system, this alternative also minimizes the environmental impacts of customer trips, as well as the intensity of impacts on streets neighboring each facility.

Risks/Challenges

This alternative requires siting two new facilities. Siting any new facility is challenging and comes with the risk that an appropriate site cannot be identified.

Alternative A
(Not recommended)

In this alternative, plans for the south county are not changed, but Factoria serves the east/northeast county without the addition of a new Northeast Recycling and Transfer Station.

- Do not build Northeast Recycling and Transfer Station
- Increase the size of Factoria Recycling and Transfer Station to accommodate an expanded service area, requiring use of the Eastgate property for a second building, opening in 2020/2021
- Close Houghton in 2021
- Close Renton in 2018
- Build a new South County Recycling and Transfer Station (pending environmental review) to open in 2019
- Close the Algona transfer station in 2020, making that property available for other use.

The Factoria recycling and transfer station would:

- Have two buildings – one for commercial customers on the currently permitted property and one for self-haul customers on the "Eastgate" property
- The commercial building would be equipped with waste compactors; the self-haul building would not; space would be available to add compaction later if needed
- The commercial building would be open 5 days a week with extended evening hours
- The self-haul building would be open 7 days a week with standard operating hours
- A full range of recycling would be available for self-haulers
- Household hazardous waste (HHW) service would be available 6 days a week for residents and businesses that generate small quantities.

This option provides self-haul, recycling, and compaction as desired at all facilities. It would build a new and expanded Factoria Recycling and Transfer Station requiring the use of the upper property known as Eastgate to meet the service needs for the entire east/northeast service area. The increased capacity in the south county would address the forecasted population growth in that region. The northeast part of the county is not as well served. This alternative has one of the most expensive capital costs at $186 million. Although tonnage and vehicle capacity would not be a concern with this option, the reduction in total stations and in particular the lack of a Northeast Recycling and Transfer Station would likely increase collection costs over the Base Alternative for some customers. Additionally, Bellevue has expressed concern about probable land use conflicts with the Eastgate property.

Cost
Alternative A is among the higher-cost alternatives for capital costs, estimated at $186 million in 2013 dollars. This would add about $0.92 per month for the average household (estimated median cost of capital debt 2014-2040). Estimated costs for the Factoria Recycling and Transfer Station would increase with the expanded function of that facility, but this increase is more than offset by the elimination of all capital costs for the Northeast Recycling and Transfer Station, which would not be built. As with each of the alternatives, all new facilities would be subjected to value engineering and sized according to the most current tonnage forecasts for the area the facility would serve. Alternative project financing and delivery methods would be evaluated for each new station built to identify potential cost savings.

The Renton Transfer Station would close under this alternative, so collection costs for residents and businesses in the Renton area would increase as commercial haulers reroute to the Bow Lake and Factoria facilities. The Houghton Transfer Station would close and a replacement facility in the service area would not be built, so collection costs for residents and businesses in the Bothell, Woodinville, Kirkland, Redmond, Duvall, and Carnation areas would likely increase as commercial haulers reroute to the Factoria and Shoreline facilities. Costs may also increase for customers in Lake Forest Park and Kenmore, because although the Shoreline station is nearby, the hauler serving this area is currently using the Houghton transfer station for end-of-day trips based on proximity to their base location. One area hauler estimates a less than a one percent increase in operational or customer costs; a second hauler estimates an increase of $1.5 to 2.5 million per year in added driver hours and trips and an additional $6 to 9 million in capital costs such as additional trucks.

Service
This alternative calls for developing the Eastgate property, which is inconsistent with current City of Bellevue zoning and land use plans. A full range of recycling services would be available to self-haulers and self-haul service would be available at all facilities during all hours of operation to support the region's recycling goal.

Environment
Like the Base Alternative, Alternative A includes compactors at every facility (although waste brought in by self-haulers would not be compacted at Factoria), significantly reducing the number of transfer trailer trips generating traffic and GHGs. Lacking a Northeast Recycling and Transfer Station, some customers would have to travel outside their current service area, increasing the environmental impacts of customer trips

compared to the Base Alternative. Impacts on streets neighboring Factoria Recycling and Transfer Station would increase.

Risks/Challenges

Because this alternative redirects all east/northeast tonnage and customers to Factoria Recycling and Transfer Station, it would increase any impacts in the area around that facility. Bellevue's land use code would require a conditional use permit to construct on the Eastgate property. The City of Bellevue is the permitting authority, and a conditional use permit would be inconsistent with Bellevue's recently adopted I-90 corridor plan. Without a new permit from Bellevue, this alternative could not be built.

Alternative A*
(Not recommended)

This alternative renovates and retains the current Houghton transfer station as a self-haul only facility and builds a new Factoria Recycling and Transfer Station as currently designed.

- Do not build Northeast Recycling and Transfer Station
- Build a new Factoria Recycling and Transfer Station as currently designed and permitted, with phase 1 (garbage) opening in 2016, and phase 2 (recycle and HHW) opening in 2017 with demolition of the existing Factoria transfer station
- Renovate Houghton and transition to self-haul only in 2017
- Close Renton in 2018
- Build a new South County Recycling and Transfer Station (pending environmental review) to open in 2019
- Close the Algona transfer station in 2020, making that property available for other use.

The Houghton transfer station would:

- Accept garbage and yard waste from self-haul customers 7 days a week
- Accommodate limited recycling, e.g., curbside mix OR scrap metal and appliances
- Not have a compactor
- Not provide emergency storage.

The Factoria Recycling and Transfer Station would:

- Accept garbage from commercial haulers seven days a week with extended hours on weekdays
- Accept garbage and recyclables from self-haulers on weekends and limited weekday hours, for example, 4 p.m. to 10 p.m.
- HHW service would be available 6 days a week.

This option results in $85 million savings of capital costs over the Base Alternative. Storage capacity and compaction would be supported everywhere except Houghton. The Eastgate risk is resolved but Kirkland has expressed objections to the continued operation of Houghton in its residential neighborhood. Like Alternative A, the lack of a Northeast Recycling and Transfer Station would likely also increase collection costs over the Base Alternative.

Cost

At about $136 million ($2013), Alternative A* falls in the middle of the capital cost range. This would translate to an added cost of about $0.66 per month for the average household (estimated median cost of capital debt 2014-2040). The most significant change from the Base Alternative is elimination of the cost of constructing a Northeast Recycling and Transfer Station. The capital cost of retaining Houghton as a self-haul facility does not significantly affect the total. As with each of the alternatives, all new facilities would be subjected to value engineering and sized according to the most current tonnage forecasts for the area the facility would serve. Alternative project financing and delivery methods would be evaluated for each new station built to identify potential cost savings

Compared to Alternative A, this alternative adds self-haul service at Houghton; but it does not add service for commercial haulers. Since collection costs are determined by the haulers, who would be served by the same facilities as in Alternative A, collection cost impacts in this alternative would be the same as Alternative A.

Service

This alternative retains the existing Houghton transfer station. Houghton is not large enough to be renovated to meet level of service standards for recycling services, emergency storage, compaction, vehicle capacity, and others, and is not compatible with surrounding residential land use. Transfer station recycling services under this alternative do not meet the LOS standard and will not fully support meeting our regional recycling goal.

The Houghton transfer station does not meet vehicle capacity needs. This would be expected to impact other service goals, including time on site and vehicles on local streets.

Environment

This alternative includes compactors at every facility except Houghton, requiring slightly more transfer trailer trips generating traffic and GHGs compared to the Base Alternative. Lacking a Northeast Recycling and Transfer Station, some customers would have to travel outside their current service area, increasing the environmental impacts of customer trips compared to the Base Alternative. Impacts on streets neighboring Factoria and Houghton would increase compared to the Base Alternative.

Risks/Challenges

This alternative cannot serve self-haul customers during peak commercial hours. Self-haul customers from the Factoria service area would have to travel to Houghton during certain weekday hours. Because Houghton is located in a residential area, hours cannot be increased to accommodate additional traffic. The City of Kirkland has expressed objections to maintaining Houghton in any capacity past the currently scheduled closure date.

Alternative B
(Not recommended)

In Alternative B, plans for the south county are the same as the Base Alternative. Instead of building a new Factoria Recycling and Transfer Station, a larger Northeast Recycling and Transfer Station would be constructed to serve the current Houghton and Factoria service areas.

- Do not build new Factoria Recycling and Transfer Station
- Increase the size and operating hours of Northeast Recycling and Transfer Station to accommodate east/northeast tonnage and customers, opening in 2020
- Close Factoria and Houghton in 2021
- Close Renton in 2018
- Build a new South County Recycling and Transfer Station (pending environmental review) to open in 2019
- Close the Algona Transfer Station in 2020, making that property available for other use
- All stations would provide pre-load compaction, three days storage capacity, self-haul service during all operating hours, and full recycling services as described in Figure 3.

This alternative calls for a halt to the current Factoria project. It would instead build a facility in the northeast with an expanded size (25 percent larger than the Bow Lake Recycling and Transfer Station) and longer operating hours (approximately 6:30 a.m. to 11 p.m.); this would be necessary to handle double the tonnage and traffic. It would also build a new South County Recycling and Transfer Station. These four transfer stations would offer full service recycling, self-haul service during all operating hours, emergency storage, and compaction. There are no significant concerns about tonnage or vehicle capacity with this option except that the Northeast Recycling and Transfer Station would be very busy. Siting a facility of the

necessary size to accommodate the large number of customers and tons along with the late operating hours would be likely to be complicated, challenging, and potentially impossible. Capital costs would be the second highest of the alternatives at $187 million. Collection costs would be expected to increase in the area currently served by Factoria.

Cost
With capital costs equivalent to Alternative A, Alternative B saves the costs of building Factoria, except for sunk costs of about $22 million already spent on design and permitting, while adding to the cost of Northeast Recycling and Transfer Station. In total, capital costs for Alternative B are estimated at about $187 million ($2013). This would translate to an added cost of about $0.93 per month for the average household (estimated median cost of capital debt 2014-2040). As with each of the alternatives, all new facilities would be subjected to value engineering and sized according to the most current tonnage forecasts for the area the facility would serve. Alternative project financing and delivery methods would be evaluated for each new station built to identify potential cost savings.

The Renton Transfer Station would close under this alternative, so collection cost for residents and businesses in the Renton area would likely increase as commercial haulers reroute to the Bow Lake and Factoria (until its closure in 2021) facilities. The Factoria Transfer Station would close. A replacement facility in the service area would not be built, so collection costs for residents and businesses in the Mercer Island, Bellevue, Sammamish, Issaquah, Snoqualmie, and North Bend areas would increase as commercial haulers reroute to the Northeast Recycling and Transfer Station and possibly Bow Lake Recycling and Transfer Station. One area hauler estimates a four to five percent increase in operational or customer costs; a second hauler estimates an increase of $2.5 to 3.5 million per year in added driver hours and trips and an additional $6 to 9 million in capital costs such as additional trucks.

Service
A full range of recycling services would be available to self-haulers and self-haul service would be available at all facilities during all hours of operation to support the region's recycling goal.

Although some customers (including haulers) would have to travel farther to a transfer station, once there, all customers in the system would receive a uniformly high level of service.

Environment
This alternative includes compactors at every facility, significantly reducing the number of transfer trailer trips generating traffic and GHGs. However, after Factoria closes in 2021, some customers would have to travel outside their current service area, and some transfer trailers would travel farther to disposal, increasing the environmental impacts of those trips compared to the Base Alternative. Impacts on streets neighboring the new Northeast Recycling and Transfer Station would increase relative to the Base Alternative.

Risks/Challenges
This alternative redirects all east/northeast customers to a Northeast Recycling and Transfer Station which has yet to be sited and would need to be significantly larger than planned in the Base Alternative. Siting challenges would be intensified due to the size increase, longer operating hours, and significant traffic increase that would be associated with redirecting all east/northeast to one facility.

Alternative C
(Not recommended)

As in Alternative B, this alternative resizes the future Northeast Recycling and Transfer Station to handle all of the customers and tonnage that currently go to Factoria and Houghton. It does not create new capacity in the south county.

- Do not build new Factoria

- Increase the size and operating hours of Northeast Recycling and Transfer Station to accommodate east/northeast tonnage and customers, opening in 2020
- Close Factoria and Houghton in 2021
- Close Renton in 2018
- Do not build South County Recycling and Transfer Station
- Close Algona in 2018, making that property available for other use
- Limit self-haul garbage and recycling at Bow Lake Recycling and Transfer Station to weekends and weekday-evening hours.

This option reduces urban transfer station locations from the five planned in the Base Alternative to three – Shoreline, Bow Lake and a large Northeast Recycling and Transfer Station with expanded operating hours. Those stations would have compaction and support the need for emergency storage capacity. Customers from closed Algona and Renton stations would shift primarily to the Bow Lake Recycling and Transfer Station; to absorb the added traffic, self-haul garbage and recycling services would need to be limited, despite the new expanded area. Because this alternative does not build new South County or Factoria facilities, the capital cost for this alternative is among the lowest. However, with this substantial reduction in the number of stations, collection costs would increase significantly in areas without a nearby facility – the areas currently served by Algona, Factoria, Houghton, and Renton.

Cost
Alternative C is among the lower capital cost alternatives, with an estimated capital cost of $113 million ($2013). This would translate to an added cost of about $0.56 per month for the average household (estimated median cost of capital debt 2014-2040). Savings come from not building the Factoria or South County facilities. Alternative project financing and delivery methods would be evaluated for the new Northeast Recycling and Transfer Station to identify potential cost savings.

The Renton Transfer Station would close under this alternative, so collection costs for residents and businesses in the Renton area would likely increase as commercial haulers reroute to the Bow Lake and Factoria (until its closure in 2021) facilities. Absorbing its sunk costs of about $22 million which have already been spent on design and permitting of a Factoria Recycling and Transfer Station, the Factoria Transfer Station would close and a replacement facility in the service area would not be built, so collection costs for residents and businesses in the Mercer Island, Bellevue, Sammamish, Issaquah, Snoqualmie, and North Bend areas would increase as commercial haulers reroute to the Northeast Recycling and Transfer Station and possibly the Bow Lake Recycling and Transfer Station. Under this alternative, the Algona Transfer Station would close and a replacement facility in the service area would not be built, so collection costs for residents and businesses in the Federal Way, Algona, Pacific, and Auburn areas would increase as commercial haulers reroute to the Bow Lake and Enumclaw facilities. One area hauler estimates a four to five percent increase in operational or customer costs; a second hauler estimates an increase of $3 to 4.5 million per year in added driver hours and trips and an additional $9 to 15 million in capital costs such as additional trucks. The hauler serving the south county area has expressed concern about disparate impacts in level of service related to this alternative.

Service
As with each of the alternatives, all new facilities would be subjected to value engineering and sized according to the most current tonnage forecasts for the area the facility would serve. However, due to the small number of facilities, and given the rerouting of customers to the Bow Lake Recycling and Transfer Station, which was not designed for such a high proportion of the system's waste, this alternative is not recommended. Customer service such as drive-time and critical operational standards for vehicle capacity would be adversely impacted. Without any south county station, the Bow Lake Recycling and Transfer Station is projected to exceed vehicle capacity more than 50 percent of weekend operating hours; this would be expected to have cascading effects on other criteria, including time on site and impacts on local streets. Transfer station recycling services under this alternative will not fully support meeting the regional recycling goal.

Environment
In the east/northeast area this alternative has the same traffic and greenhouse gas impacts as Alternative B. After 2018, this alternative would not provide any transfer service in the south county service area, resulting in increased traffic and greenhouse gas emissions from customers traveling to Bow Lake Recycling and Transfer Station or further due to limited self-haul hours at Bow Lake Recycling and Transfer Station. Impacts on streets neighboring the new Northeast Recycling and Transfer Station and Bow Lake Recycling and Transfer Station would increase compared to the Base Alternative.

Risks/Challenges
Challenges in the east/northeast area are the same as in Alternative B; all east/northeast customers are directed to a Northeast Recycling and Transfer Station which has yet to be sited. Siting challenges may be intensified due to the size increase of the Northeast Recycling and Transfer Station, longer operating hours, and significant traffic increase that would be associated with redirecting all east/northeast to one facility.

Additionally, this alternative would provide very limited service in the south area of the county; all south area commercial haulers would shift to Bow Lake Recycling and Transfer Station or Enumclaw, causing the Bow Lake Recycling and Transfer Station to limit self-haul service and exceed capacity more than 50 percent of the time on weekends, likely leading to traffic impacts on Orillia Road.

Alternative C**
(Not recommended)

This alternative differs from Alternative C only in that it renovates and retains Algona as a self-haul only facility.

- Algona to accept garbage and yard waste from self-haul customers 7 days a week
- No space for recycling any materials except yard waste at Algona
- No compactor at Algona
- No emergency storage at Algona
- Complete Algona renovation and transition to self-haul only in 2018.

This option is essentially the same as C with the addition of retaining Algona as a self-haul only facility that also accepts yard waste but no other recyclables. Vehicle capacity at Algona would be exceeded up to 50 percent of the time with traffic queuing onto West Valley Highway. The capital costs for this option increase to $122 million in order to make necessary repairs at Algona. Since only self-haul is added in this approach compared to Alternative C, collection costs are still expected to rise in areas without a nearby facility as a result of the substantial reduction in the number of transfer stations.

Cost
At $122 million ($2013), this alternative is in the middle of the capital cost range. This would translate to an added cost of about $0.60 per month for the average household (estimated median cost of capital debt 2014-2040). It adds to the cost of Alternative C because it requires renovation of the current Algona transfer station, which has significant deficiencies. Alternative project financing and delivery methods would be evaluated for the new Northeast Recycling and Transfer Station to identify potential cost savings. Compared to Alternative C, this alternative adds self-haul service, but does not add service for commercial haulers, so collection cost impacts would be the same as Alternative C.

Service
This alternative does meet the drive time goals (in contrast to Alternative C). As with each of the alternatives, all new facilities would be subjected to value engineering and sized according to the most current tonnage forecasts for the area the facility would serve. However, due to the small number of facilities, the redirection of commercial customers to a facility that was not designed for such a high proportion of the system's waste, and the continued use of a facility that is already over fifty years old, it

fails to meet service goals. Transfer station recycling services under this alternative will not fully support meeting our regional recycling goal. It also fails to meet critical operational standards for vehicle capacity. Criteria relating to station capacity are critical from an operational perspective, and can have cascading effects on other criteria. Failing vehicle capacity standards means that the system will be unable to accommodate vehicles traffic for at least 10 percent of operating hours.

Environment
Greenhouse gas emissions and traffic would be somewhat lessened in the south area with availability of self-haul service at Algona; however, with additional self-haul traffic directed to Algona during the hours when Bow Lake Recycling and Transfer Station would be closed to self-haul, Algona will experience traffic impacts. All commercial haulers would still be directed to other facilities, which would primarily affect the area surrounding Bow Lake Recycling and Transfer Station.

Risks/Challenges
Challenges in the east/northeast area are the same as in Alternatives B and C; all east/northeast customers are served by a Northeast Recycling and Transfer Station which has yet to be sited. Siting challenges may be intensified due to this significant traffic increase and the fact that this would be the largest facility in the system, with extended operating hours. This alternative would shift a significant portion of self-haul customers from the Bow Lake service area to Algona, causing customer queues to spill onto West Valley Highway at times. This alternative would shift all south area commercial haulers to Bow Lake or Enumclaw.

Alternative D
(Not recommended)

This alternative avoids siting any new facilities. Instead, all east and northeast traffic and tonnage would be served by Factoria Recycling and Transfer Station, which would be expanded with a second building on the Eastgate property, while all south county tonnage and traffic would be served by Bow Lake Recycling and Transfer Station.

- Do not build Northeast Recycling and Transfer Station
- Resize Factoria Recycling and Transfer Station to accommodate an expanded service area, using the Eastgate property, opening in 2020/2021
- Close Houghton in 2021
- Close Renton in 2018
- Do not build the South County Recycling and Transfer Station
- Close Algona in 2018, making that property available for other use
- Limit self-haul garbage and recycling at Bow Lake to weekends and reduced weekday hours.

This option reduces urban transfer station locations from the current level of six to three. Those stations would have compaction and support the need for emergency storage capacity. Recycling programs would also be in place at two of the three locations on a full-time basis with part-time services at the third. As a result of eliminating transfer stations in the south and the northeast county, capital costs would be reduced by $108 million. This alternative assumes construction of a new Factoria Recycling and Transfer Station but it requires expansion onto the upper property known as Eastgate. Bellevue has expressed strong opposition to this alternative. As tonnage from Algona and Renton is diverted to Bow Lake Recycling and Transfer Station, vehicle capacity would be exceeded more than 50 percent of the time. Self-haul services would be significantly limited at Bow Lake Recycling and Transfer Station to accommodate the additional commercial traffic. Additionally, elimination of facilities in the south and northeast county needs to be reconciled with the fact that these locations are forecasted to experience the largest population growth in King County over the next 20 years. Finally, with this substantial reduction in stations, collection costs would very likely increase across the county, but particularly in northeast and south county areas.

Cost

Alternative D has roughly the same capital cost as Alternative C, estimated at $112 million ($2013); this would translate to an added cost of about $0.55 per month for the average household (estimated median cost of capital debt 2014-2040). The cost of Factoria Recycling and Transfer Station compared to the Base Alternative is higher than Alternative C, but this alternative does not build any other new facilities.

The Renton Transfer Station would close under this alternative, so collection costs for residents and businesses in the Renton area would increase as commercial haulers reroute to the Bow Lake and Factoria facilities. The Houghton Transfer Station would close and a replacement facility in the service area would not be built, so collection costs for residents and businesses in the Bothell, Woodinville, Kirkland, Redmond, Duvall, and Carnation areas would likely increase as commercial haulers reroute to the Factoria and Shoreline facilities. Cost may also increase for customers in Lake Forest Park and Kenmore, because although the Shoreline station is nearby, the hauler serving this area is currently using the Houghton transfer station for end-of-day trips based on proximity to its base location. Under this alternative, the Algona Transfer Station would close and a replacement facility in the service area would not be built, so collection costs for residents and businesses in the Federal Way, Algona, Pacific, and Auburn areas would increase as commercial haulers reroute to the Bow Lake and Enumclaw facilities. One area hauler estimates a 2 to 3 percent increase in operational or customer costs; a second hauler estimates an increase of $2 to 3.5 million per year in added driver hours and trips and an additional $9 to 15 million in capital costs such as additional trucks. The hauler serving the south county area has expressed concern about disparate impacts in level of service related to this alternative.

Service

This alternative fails to meet drive time, recycling services, vehicle capacity goals; and, because it requires use of the Eastgate property, is not compatible with surrounding land use. Transfer station recycling services under this alternative do not meet the LOS standard and will not fully support meeting our regional recycling goal. Under this option, the system will be unable to accommodate vehicle traffic for at least 10 percent of operating hours.

Environment

Lacking Northeast and South County Recycling and Transfer Station facilities, some customers would have to travel outside their current service area, increasing the environmental impacts of customer trips compared to the Base Alternative. Impacts on streets neighboring the Factoria Recycling and Transfer Station and Bow Lake Recycling and Transfer Station would increase compared to the Base Alternative.

Risks/Challenges

Challenges for the east/northeast are the same as in Alternative A; Bellevue's land use code would require a conditional use permit to construct on the Eastgate property. This decision, which is inconsistent with Bellevue's recently adopted I-90 corridor plan, would be made by the City of Bellevue. Because this alternative redirects all east/northeast tonnage and customers to Factoria Recycling and Transfer Station, it would amplify any impacts in the area around that facility. Without a new permit from Bellevue, this alternative could not be built.

Challenges for the south area are the same as Alternative C; this alternative would provide very limited service in the south area of the county. This alternative would limit self-haul service and redirect all south area commercial haulers to Bow Lake or Enumclaw.

Alternative D**

(Not recommended)

This alternative differs from Alternative D only in that it renovates and retains Algona as a self-haul only facility.

- Algona to accept garbage and yard waste from self-haul customers 7 days a week

- No space for additional recycling at Algona
- No compactor at Algona
- No storage at Algona
- Algona renovation complete and transition to self-haul only in 2018.

This option is essentially the same as D with the addition of retaining Algona as a self-haul only facility that accepts yard waste but no other recyclables. However, given the limited footprint, vehicle capacity would be exceeded up to 50 percent of the time at Algona with traffic queuing onto West Valley Highway. The capital costs for this option increase to $120 million in order to make necessary repairs at Algona. Collection costs are still likely to increase across the county as a result of the limited locations for commercial drops, particularly in northeast and south county areas.

Cost
Capital costs for this alternative fall in the middle of the range, at about $121 million ($2013). This is roughly the same cost as Alternative C**. Most of the cost of Alternative D** is the construction of Factoria. This would translate to an added cost of about $0.60 per month for the average household (estimated median cost of capital debt 2014-2040).

This alternative adds self-haul service, but does not add service for commercial haulers, so collection cost impacts would be the same as Alternative D.

Service
Although this alternative does meet the drive time goals in contrast to Alternatives C and D, it fails to provide adequate recycling services and vehicle capacity. Transfer station recycling services under this alternative will not fully support meeting our regional recycling goal. Failing vehicle capacity standards means that the system will be unable to accommodate vehicle traffic for at least 10 percent of operating hours.

Environment
Greenhouse gas emissions and traffic would be somewhat lessened in the south area with availability of self-haul service at Algona; however, that would direct additional self-haul traffic to Algona during the week when Bow Lake's self-haul hours would be limited, impacting traffic around Algona and causing queues to spill onto West Valley Highway. Commercial haulers would reroute to other facilities, which would primarily affect the area surrounding Bow Lake Recycling and Transfer Station.

Risks/Challenges
Challenges in the east/northeast area are the same as in Alternatives A and D; Bellevue's land use code would require a conditional use permit to construct on the Eastgate property. This decision, which is inconsistent with Bellevue's recently adopted I-90 corridor plan, would be made by the City of Bellevue. Because this alternative redirects all east/northeast tonnage and customers to Factoria Recycling and Transfer Station, it would amplify any impacts in the area around that facility. Without a new permit from Bellevue, this alternative could not be built.

Challenges for the south area are the same as Alternatives C and D; this alternative would provide very limited service in the south area of the county; a significant portion of self-haul customers from the Bow Lake service area would be redirected to Algona, and south area commercial haulers would reroute to Bow Lake or Enumclaw.

Alternative D***
(Not recommended)

Combines D** (which does not site any new facilities and retains Algona as a self-haul facility) with A* (which retains Houghton as a self-haul facility).

- Retain Algona and Houghton as self-haul only stations

- Do not build Northeast Recycling and Transfer Station or South County Recycling and Transfer Station
- Build and operate Factoria as designed, with self-haul service limited to weekends
- Close Renton in 2018
- Limit self-haul garbage and recycling at Bow Lake to weekends and reduced weekday hours.

This option still does not build either a Northeast or South County Recycling and Transfer Station but instead of building an expanded Factoria Recycling and Transfer Station using the Eastgate property, would build Factoria Recycling and Transfer Station as designed. Additionally, both Algona and Houghton would be retained as self-haul only facilities. Consequently, this option has the lowest of all capital costs at $71 million. However, Factoria, Houghton, and Algona (3 of the five stations) would exceed vehicle capacity up to 50 percent of the time, and at Houghton even more. This approach does address the probable risks associated with developing the Eastgate property in Bellevue but requires the Houghton station to remain open, which presents another risk. Collection costs are still likely to increase across the county as a result of the limited locations for commercial drops, particularly in the northeast and south county areas.

Cost
Constructing only one new facility (Factoria), Alternative D*** has the lowest capital cost of all the alternatives, estimated at $71 million ($2013); this would translate to an added cost of about $0.35 per month for the average household (estimated median cost of capital debt 2014-2040).

This alternative adds self-haul service, but does not add service for commercial haulers, so collection cost impacts would be the same as Alternative D.

Service
This option fails to meet the same criteria as D**, including recycling services, vehicle capacity, and impacts to local streets. Transfer station recycling services under this alternative will not fully support achievement of the regional recycling goal. Failing vehicle capacity standards means that the system will be unable to accommodate vehicle traffic for at least 10 percent of operating hours.

Environment
This alternative somewhat mitigates the impacts of longer distances by maintaining self-haul service at Algona and Houghton; however, impacts to streets surrounding those facilities would increase.

Risks/Challenges
This alternative redirects self-haul traffic to very constrained facilities.

Alternative E

Alternative E was added in response to feedback received during the draft report comment period. This alternative explores the feasibility of serving the northeast county without a Northeast Recycling and Transfer Station and building Factoria without expanding onto the Eastgate property. This alternative retains the Renton Transfer Station for analytical purposes and builds a South County Recycling and Transfer Station, allowing Algona to close; it would close Houghton in about 2021. Details of the analysis of Alternative E are included in Appendix H.

In order for the system to absorb 165,000 tons and 125,000 transactions annually that would have gone through a Northeast Recycling and Transfer Station, the division identified three options.

1. Redirect some commercial traffic from Factoria Recycling and Transfer Station to Shoreline and Renton, which would remain open.
2. Limit self-haul services at Factoria Recycling and Transfer Station to evenings and weekends, eliminate recycling and HHW service at Factoria, and keep Renton open with extended hours.

3. Redesign and build a larger Factoria Recycling and Transfer Station, limit self-haul services at Factoria Recycling and Transfer Station to evenings and weekends, eliminate recycling and HHW service at Factoria, and keep Renton open with extended hours.

Alternative E Option 1
(A recommended Alternative)

This option for implementing this Alternative would require Council approval of a motion directing commercial haulers to specific transfer stations from 2021 until at least July 2028, when tonnage going to the Factoria Recycling and Transfer Station would drop as a result of some cities' ILAs expiring.

- Commercial haulers directed to specific transfer stations from 2021 until at least July 2028
- Retains full recycling and HHW service at Factoria Recycling and Transfer Station
- No restrictions on self-haul services
- Factoria Recycling and Transfer Station built with second compactor, additional scales, and a queuing lane
- Operating hours at Factoria Recycling and Transfer Station extended
- Renton refurbished and remains open
- Factoria replacement project proceeds on schedule without major cost increases
- Houghton closes

Cost
Constructing only two new facilities, Factoria and South County, Option 1 for Alternative E provides about $85 million ($2013) in capital cost savings from the Base Plan, placing it in the middle of the capital cost range. This would translate to an added cost of about $0.66 per month for the average household (estimated median cost of capital debt 2014-2040). The division would likely experience higher hauling costs and there would be environmental impacts from the additional hauling (because more garbage would likely be going to Shoreline, which is the furthest transfer station from Cedar Hills). There would also be higher collection cost for areas where the hauler is redirected. The division is still working with haulers to obtain collection cost data, but can anticipate that collection costs would likely increase for customers whose commercial hauler was redirected though these could be offset by reduced capital costs as the result of foregoing construction of a facilities or other approaches.

Service
During limited "peak" periods, it is anticipated that there could be significant traffic volumes and wait times, although a variety of approaches might be able to reduce these potential impacts. Retention of the Renton Transfer Station means that the compaction, recycling services, and FEMA immediate occupancy standards would not be met.

Environment
This alternative would direct additional tonnage to the Shoreline Recycling and Transfer Station, the farthest transfer station from Cedar Hills, which would likely result in more miles driven and therefore more GHGs compared to the Base Alternative. Lacking a Northeast Recycling and Transfer Station, some customers would have to travel outside their current service area, increasing the environmental impacts of customer trips compared to the Base Alternative. Impacts on streets neighboring Factoria, Renton, and Shoreline would increase relative to the Base Alternative.

Risks/Challenges
This alternative requires a policy change and council approval to allow redirecting commercial hauler traffic. Permitting would be required to add a second inbound scale and a queuing lane; the addition of these elements in the future does not affect Factoria's schedule or current permits.

Alternative E Option 2
(A recommended Alternative)

A second option for meeting tonnage capacity requirements would be to limit self-haul service at the newly constructed Factoria Recycling and Transfer Station and locate household hazardous waste service at a separate location.

- Factoria Recycling and Transfer Station open only to commercial haulers and account customers before 4 p.m. on weekdays
- No recycling, except yard waste, at Factoria
- No HHW service at Factoria
- New HHW facility sited and built elsewhere in service area
- Hours of operation at Factoria extended
- Factoria Recycling and Transfer Station built with second compactor, additional scales and queuing lane
- Renton refurbished and remains open with extended hours
- Factoria replacement project proceeds on schedule without major cost increases
- Houghton closes

Cost
Constructing only two new facilities, Factoria and South County, Option 2 for Alternative E provides about $76 million ($2013) in capital cost savings from the Base Plan. This would translate to an added cost of about $0.70 per month for the average household (estimated median cost of capital debt 2014-2040).

Service
This option imposes limits to self-haul customers that do not have a contract with the County and as a result may affect some small businesses currently relying on self-haul service.

This option would also lead to increased traffic around the Factoria and Renton facilities – potentially significant increases at peak times -- although various strategies may be able to reduce impacts. This option also eliminates most recycling at Factoria and requires removing household hazardous waste service from Factoria and siting and constructing a new HHW facility at another location. Retention of the Renton Transfer Station means that the compaction, recycling services, and FEMA immediate occupancy standards would not be met.

Environment
Without a Northeast Recycling and Transfer Station, some customers would have to travel further, increasing the environmental impacts of customer trips compared to the Base Alternative. Impacts on streets neighboring Factoria and Renton would increase compared to the Base Alternative.

Risks/Challenges
This option can only be implemented with Council action to allow the division to set limits on self-haul service. This option requires siting and constructing an HHW facility at a new location and would require permitting to add a second inbound scale and a queuing lane; adding scales and a queuing lane in the future does not affect Factoria's schedule or current permits.

Alternative E Option 3
(Not recommended)

The third option for meeting tonnage capacity requirements under Alternative E would require a major redesign of the new Factoria Transfer Station and would impose limits on self-haul service.

- Redesign Factoria to increase building size by ~ 17,000 sq. ft.

- Factoria open only to commercial haulers and charge account customers before 4 p.m. on weekdays
- No recycling, except yard waste, or HHW service at Factoria
- New HHW facility sited and built elsewhere in service area
- Hours of operation at Factoria extended
- Factoria built with second compactor, additional scales and queuing lane
- Renton refurbished and remains open with extended hours

Cost
Constructing only two new facilities, Factoria Transfer Station and South County Recycling and Transfer Station, Option 3 for Alternative E provides about $57 million ($2013) in capital cost savings from the Base Plan. This would translate to an added cost of about $0. 72 per month for the average household (estimated median cost of capital debt 2014-2040). This option has the least cost savings of the three Alternative E options.

Service
This option imposes limits to self-haul service that may affect small businesses currently relying on self-haul service. This option will result in increased traffic around Factoria and Renton. Customers at Factoria and Renton will experience lengthy wait times. This option eliminates most recycling service at Factoria, and requires siting and constructing an HHW facility at another location. Retention of the Renton Transfer Station means that the compaction, recycling services, and FEMA immediate occupancy standards would not be met.

Environment
Lacking a Northeast Recycling and Transfer Station, some customers would have to travel outside their current service area, increasing the environmental impacts of customer trips compared to the Base Alternative. Impacts on streets neighboring Factoria and Renton would increase relative to the Base Alternative.

Risks/Challenges
This option would cancel the current procurement process for construction of the new Factoria facility. New permits would be required from the City of Bellevue, which includes the potential requirement to produce a full Environmental Impact Statement for the project. This would delay the replacement of the Factoria Transfer Station by at least two years. This option can only be implemented with Council action to allow the division to set limits on self-haul service. This option also requires siting and constructing an HHW facility at a new location.

Haulers' Collection Cost

All commercial hauling companies serving the areas affected by the Transfer Plan provided preliminary estimates of impacts to their costs, which would be passed on to collection customers. Although each of the haulers presented their cost estimates in a different format, all noted that these estimates are rough. According to one hauler, "A more thorough assessment would necessitate studies on estimated traffic patterns and facility wait times, as well as the identification of specific locations for the proposed South County and Northeast county transfer stations. Consideration of these variables may significantly affect the cost estimates."

Since the release of the draft Transfer Plan Review Report, one hauler has already submitted updated data. However, forecasts of collection costs are dependent on many variables that could change over time. The division will continue to work with haulers throughout the planning period and during implementation of

the final plan to ensure that decisions are based on the most current data available. Because collection costs vary throughout the region, cities are encouraged to communicate directly with their hauler about the potential impacts to their residents of transfer system changes. A summary of the haulers' cost estimates is presented in Table 5. The complete information submitted by the haulers is available in Appendix B.

Table 5 – Collection Cost Estimates Summary

	CleanScapes	Republic	Waste Management
Base		Minimal impact in drive time or costs. Less than a 1% increase in operational or customer costs.	Expenses (Driver Hours & Trips) $1 - 2 million/yr Capital Cost $3 - 6 million
A	Minimal or no impact	Minimal impact in drive time or costs. Less than a 1% increase in operational or customer costs.	Expenses (Driver Hours & Trips) $1.5 – 2.5 million/yr Capital Cost $6 - 9 million
A*	Minimal or no impact	Minimal impact in drive time or costs. Less than a 1% increase in operational or customer costs.	Expenses (Driver Hours & Trips) $1.5 – 2.5 million/yr Capital Cost $6 - 9 million
B	Expenses (driver hours & trips) $190,000/yr Capitol $460,000	Drive time increased by 300 hours per month. Increase in customers rates 4-5%.	Expenses (Driver Hours & Trips) $2.5 – 3.5 million/yr Capital Cost $6 - 9 million
C	Expenses (driver hours & trips) $190,000/yr Capitol $460,000	Drive time increased by 350 hours per month. Increase in customers rates 4-5%.	Expenses (Driver Hours & Trips) $3 – 4.5 million/yr Capital Cost $9 - 15 million
C**	Expenses (driver hours & trips) $190,000/yr Capitol $460,000	Drive time increased by 350 hours per month. Increase in customers rates 4-5%.	Expenses (Driver Hours & Trips) $3 – 4.5 million/yr Capital Cost $9 - 15 million
D	Minimal or no impact	Drive time increased by 100 hours per month. Increase in customer rates possible 2-3%.	Expenses (Driver Hours & Trips) $2 – 3.5 million/yr Capital Cost $9 - 15 million
D**	Minimal or no impact	Drive time increased by 100 hours per month. Increase in customer rates possible 2-3%.	Expenses (Driver Hours & Trips) $2 – 3.5 million/yr Capital Cost $9 - 15 million
D***	Minimal or no impact	Drive time increased by 100 hours per month. Increase in customer rates possible 2-3%.	Expenses (Driver Hours & Trips) $2 – 3.5 million/yr Capital Cost $9 - 15 million
E1	Expenses (driver hours & trips) $90,000/yr Capitol $200,000	TBD	TBD

Regional Direct Rate

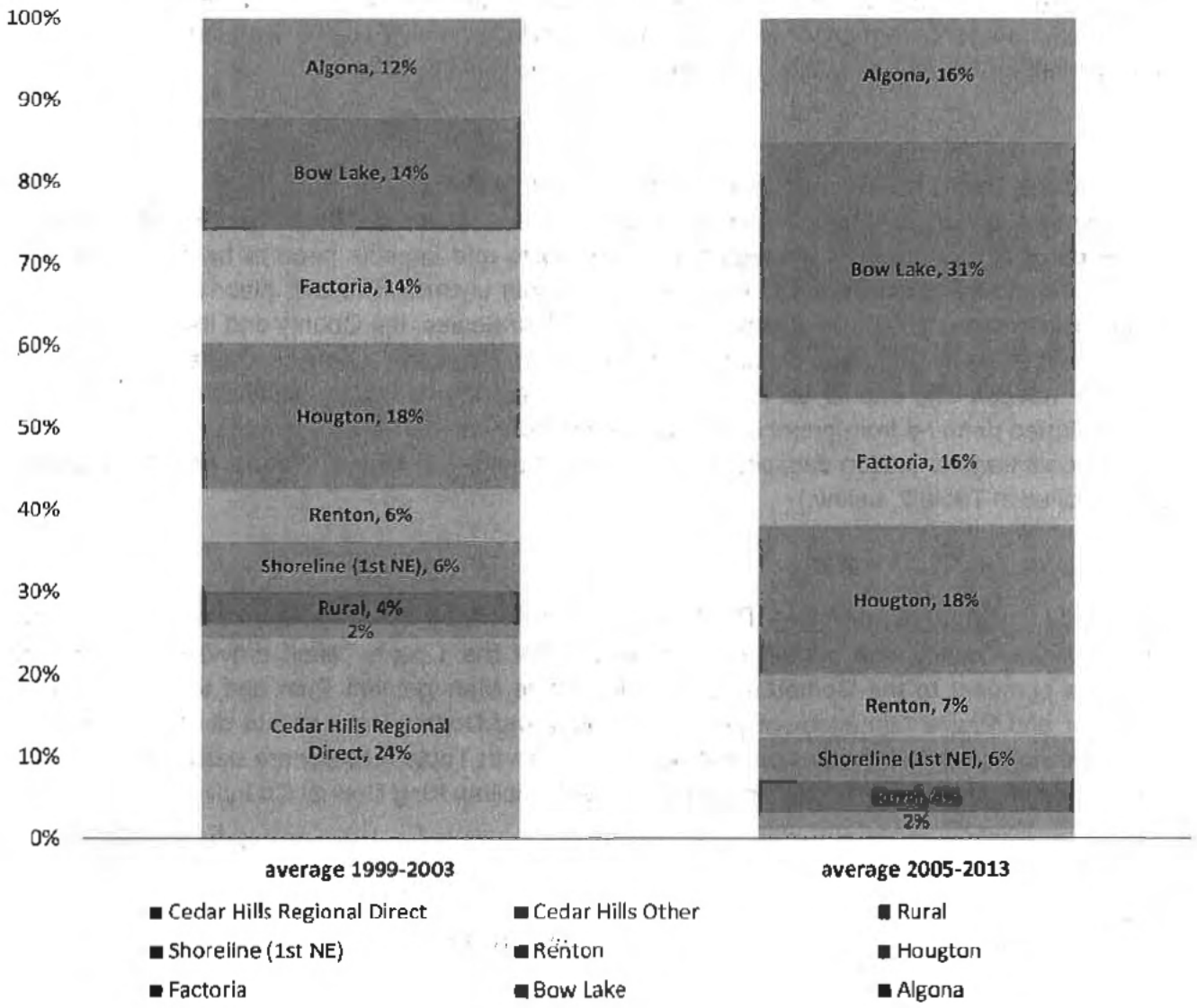
Under the King County Code, the County charges a lower rate if solid waste companies process waste at their own private transfer stations and haul it in transfer trailers directly to Cedar Hills. The rate reflects the County's avoided costs since the regional direct waste does not pass through the County's transfer system. In the past, for many years, the regional direct rate was significantly lower than the County's actual avoided costs, which created a financial incentive for private collections companies to bypass County transfer stations. In 2003, the County eliminated public subsidies to private industry by adjusting the regional direct rate paid by haulers for waste brought directly to Cedar Hills when the Council passed Ordinance 14811 to increase the Regional Direct rate to cover the County's costs.

One question that arose during the review of the Plan was whether a subsidy could be reinstated to create sufficient financial incentive to the private sector to use private transfer stations and eliminate the need for King County to build a facility to replace the Houghton Transfer Station. However, based on an analysis of tonnage distribution over the past 15 years, a change in the regional direct rate would primarily increase capacity at Bow Lake, which has received most of the tonnage that previously went directly to Cedar Hills as Regional Direct. As shown in Figure 4, below, Houghton tonnage before and after Regional Direct, was virtually unchanged. The increase in the regional direct rate virtually eliminated regional direct tonnage, which decreased from about 24 percent of total tonnage to about 1 percent since the fee was increased in 2004. During the past decade, the private transfer stations that previously handled regional direct waste have all been repurposed to serve other functions.

Despite the significant change in total regional direct tonnage, the Houghton tonnage did not change after the regional direct fee was increased. From 1999 to 2013 the Houghton transfer station received between 17 and 19 percent of the annual total system tonnage. Data show that the tonnage haulers used to deliver directly to Cedar Hills now goes primarily to Bow Lake, with smaller amounts also going to Algona, Factoria and Renton.

Figure 4: Waste Disposed by Facility

Percentage of total system tons before and after regional direct fee change (May 2004)



Recommended Transfer Plan Update; Capital Facilities

Background. The transfer plan review identified facilities that are needed in the near term to handle solid waste system capacity. Those facilities include a new Factoria Transfer Station and a replacement for the Algona station (and are specified in Table 1, below).

The transfer plan review also identified demand management strategies that could be implemented to handle tonnage and transactions in lieu of a new Northeast Transfer Station. These demand management strategies and their costs and impacts need to be discussed with regional partners and compared to the base plan. Given uncertainties with planning assumptions and impacts related to various demand management strategies, the County and its partners need to maintain flexibility and keep options open in the plan. However, a new Northeast Station is not currently needed and should be changed to a potential future facility in the plan. If and when demonstrated demand from ongoing monitoring and study demonstrate the need for development of additional transfer station capacity, such facilities may be warranted. (Future potential facilities are specified in Table 2, below.)

Currently Designated Facilities. The Amended and Restated Solid Waste Interlocal Agreement[5] between the County and certain cities provides that the County "shall provide facilities and services pursuant to the Comprehensive Solid Waste Management Plan and the Solid Waste Transfer and Waste Management plan as adopted and County Solid Waste stream forecasts." The following solid waste management facilities shown in Table 1 below are designated to carry out this provision, subject to modification by the Metropolitan King County Council.

Table 1:	
Facility Name	**Facility Status**
Algona Transfer Station	Existing station (closure anticipated with new South County station)
South County Transfer Station	Pending siting and construction
Bow Lake Transfer Station	Existing station
Renton Transfer Station	Existing station (closure anticipated after new Factoria and South County stations are operational)
Enumclaw Transfer Station	Existing station
Vashon Transfer Station	Existing station

[5] *"6.1.g Facilities and Services. The County shall provide facilities and services pursuant to the Comprehensive Solid Waste Management Plan and the Solid Waste Transfer and Waste Management plan as adopted and County Solid Waste stream forecasts."*

Houghton Transfer Station	Existing station (closure anticipated based on original 2006 plan)
Factoria Transfer Station	Undergoing renewal and construction
Shoreline Transfer Station	Existing station
Rural drop boxes	Existing drop boxes
Cedar Hills Landfill	Landfill operational, expansion plans approved & construction pending

Potential Future Facilities. After public outreach and consultation with stakeholder and advisory groups, and only after approval and budget appropriation by the Metropolitan King County Council, King County may determine additional future transfer and waste management system capital improvements are needed to provide appropriate, environmentally-sound and cost-effective solid waste services, including, but not limited to projects shown in Table 2, below:

Table 2:

Potential Future Transfer System Capital Improvements

Potential Capital Facility	Considerations for Review - Including but not limited to:
Additional recycling facilities	• Ongoing monitoring of markets for recyclables • Periodic review of transfer facility recycling operations capacity
Facilities needed to supplement private industry efforts to manage construction and demolition (CDL) materials or organic recycling materials	• Periodic assessment of tonnage for CDL • Periodic assessment of tonnage for organics • Ongoing review of legal developments and operational status of private facilities
Additional landfill capacity at Cedar Hills	• Monitoring of available airspace capacity of regional landfill • Regular evaluations of waste tonnage projections • Review of identified alternatives for additional Cedar Hills capacity
New transfer station or drop box capacity based on demonstrated need o Northeast or other Transfer Stations o Drop Boxes in unincorporated areas	• Assessment of progress on waste redirection/balancing strategies o Redirect Commercial o Regional Direct • Monitoring of tonnage projections regionally and by transfer station • Monitoring of waste facility traffic volumes • Demand management and monitoring performance at all facilities
Materials Recovery/Conversion facilities	• Monitor technology and costs
Intermodal or related facilities	• Refinement of early-export disposal strategies

Recommendation

This review was undertaken to answer two primary questions:

1. Are changes to the Transfer Plan needed to ensure that the transfer system is sized and configured appropriately to meet the region's solid waste needs now and for the long term?
2. Could changes be made that could reduce future expenditures while still meeting desired service levels and objectives?

To address these questions, the division, in collaboration with stakeholders, examined the Base Alternative; four alternatives (A, B, C, and D) that did not build one or more of the planned new facilities; and four variations (A*, C**, D**, and D***) on those alternatives that retained self-haul service at one or more of the existing facilities currently planned for closure. After the initial analysis, another alternative (E) that neither expands Factoria beyond the current property nor builds a Northeast Recycling and Transfer Station was added. Three options (E1, E2, and E3) were developed to enable this additional alternative to meet capacity needs.

The analysis revealed that any system configuration which does not build a new South County Recycling and Transfer Station to replace Algona would not adequately serve the area and would result in significantly increased collection costs for residents and businesses in the south county, raising collection costs in the county's lowest income area. These alternatives would also overload the Bow Lake Recycling and Transfer Station, which was not designed to handle such a high proportion of the system's customers. For these reasons, Alternatives C, C**, D, D**, and D*** are not recommended.

For the reasons described in this report, Alternatives A, A*, B, and E3 are also not recommended.

Based on analysis of the alternatives and stakeholder feedback, , and following cooperative work with Council staff and the County auditor, the division, recommends the following:

- Proceed this year with a new Factoria Recycling and Transfer Station using current design and permits
- Continue siting evaluations for a South County Recycling and Transfer Station
- In collaboration with stakeholders, continue to evaluate a mix of capital facilities and operational approaches to address system needs over time, including implementation of operational approaches such as transaction demand management strategies that would provide service for the northeast county without building an additional transfer station and compare trade-offs and benefits with the Transfer Plan.
- Following and consistent with environmental review, revise the 2006 Solid Waste Transfer and Waste Management Plan and the pending Solid Waste Comprehensive Plan to address the transfer station network to include among the new or upgraded urban Recycling and Transfer Stations, the following currently needed facilities: Bow Lake, Factoria, Shoreline, and South King County, consistent with Table 1 of the Recommended Transfer Plan Update; Capital Facilities, below.
- Revise the 2006 Solid Waste Transfer and Waste Management Plan and the pending Solid Waste Comprehensive Plan to acknowledge continuing system attention to potential capital needs over time, that may include capital projects such as recycling facilities, CDL facilities, a new northeast transfer station, or other capital projects as potential future facilities to retain flexibility in the system, consistent with Table 2 of the Recommended Transfer Plan Update; Capital Facilities, below.

- Although numerous alternatives were analyzed, as discussed at length in this report, many are not recommended for the reasons indicated above. Consistent with the recommendation above, a comparison of the currently adopted Transfer Plan (Base Plan or Base Alternative), which includes building and new Northeast Recycling and Transfer Station, and the operational approaches that would preclude the need for a new Northeast (Alternatives E1 and E2) are outlined in the table below.

Schedule for Transfer Station Completion: Comparison of 2006 Plan with Proposed Plan

Facility	2006 Transfer Plan	Proposed
New Shoreline	Nov. 2007	Complete – opened Feb. 2008
New Bow Lake	2010	Complete – opened July 2012
New Factoria	2011	2017
New Northeast	2015	Not currently needed; potential future facility
New South County	2015	2019

Appendices

Appendix A: Stakeholder Involvement

Workshop 1

Meeting Agenda
http://your.kingcounty.gov/solidwaste/about/Planning/documents/TWMP-Workshop-1-Agenda.pdf

Workshop 1 Summary
http://your.kingcounty.gov/solidwaste/about/Planning/documents/TWMP-Workshop-1-Meeting-Summary.pdf

Workshop 1 Supplemental Information
http://your.kingcounty.gov/solidwaste/about/Planning/documents/TWMP-Workshop-1-Supplemental-Information.pdf

Workshop 2

Meeting Agenda
http://your.kingcounty.gov/solidwaste/about/Planning/documents/TWMP-Workshop-2-Agenda.pdf

Workshop 2 Summary
http://your.kingcounty.gov/solidwaste/about/Planning/documents/TWMP-Workshop-2-Meeting-Summary.pdf

Workshop 3

Meeting Agenda
http://your.kingcounty.gov/solidwaste/about/Planning/documents/TWMP-Workshop-3-Agenda.pdf

Workshop 3 Summary
http://your.kingcounty.gov/solidwaste/about/Planning/documents/TWMP-Workshop-3-Meeting-Summary.pdf

Additional Presentations

RPC (August 2013)
RPC (September 2013)
RPC (January 2014)
SCA PIC (August 2013)
SCA PIC (September 2013)
MSWMAC (August 2013)
MSWMAC (September 2013)
MSWMAC (January 2014)
City Managers (September 2013)
City Managers (October 2013)
Bellevue City Council (January 2014)
SWAC (January 2014)

Appendix B: Cost Data

B.1 Forecasting Garbage Tonnage
http://your.kingcounty.gov/solidwaste/about/Planning/documents/TWMP-Forecasting-Garbage-Disposal.pdf

B.2 Retention and Repair Costs for Existing Station
http://your.kingcounty.gov/solidwaste/about/Planning/documents/TWMP-Retention-Repair-Costs_Existing-Transfer-Stations.pdf

B.3 Transfer Station Cost Drivers
http://your.kingcounty.gov/solidwaste/about/Planning/documents/TWMP-Transfer-Station-Cost-Drivers.pdf

B.4 Collection Cost Information Provided by the Haulers

CleanScapes

From: Signe Gilson [mailto:Signe.Gilson@cleanscapes.com]
Sent: Tuesday, August 13, 2013 5:38 PM
To: Gaisford, Jeff
Cc: Husband, Chris; Reed, Bill
Subject: RE: Request for input in King County Transfer Plan Review

Thanks, Jeff

The main impact to CleanScapes would be on our trips between Issaquah and the Factoria Transfer Station (Alts B and C). Depending on where exactly the NE station would be located, our trips between Carnation and the transfer station could also be affected.

For purposes of analysis, we assumed a NE Transfer Station location at Avondale Rd and NE 133rd St and compared current travel times and distance (Issaquah/Factoria and Carnation/Factoria) with estimated travel times between the NE Transfer Station and Issaquah and Carnation.

Our rough estimate of implementing Alts B or C on our operations is an additional 30 hours/week (truck and labor) or $3,000/week.

I'll be out of the office until August 28 but feel free to call with questions/clarification after that.

Thanks. –Signe.

Signe Gilson
Waste Zero Manager
CleanScapes, a Recology® Company | 117 S Main Street, Suite 300 | Seattle, WA 98104
M: (206) 859-6700 | T: (206) 859-6706 | C: (206) 919-7889 | F: (206) 859-6701
signe.gilson@cleanscapes.com
WASTE ZERO

From: Signe Gilson [mailto:Signe.Gilson@cleanscapes.com]
Sent: Tuesday, November 05, 2013 5:06 PM
To: Severn, Thea
Cc: Erika Melroy; Kevin Kelly
Subject: Comments on DRAFT Transfer Station plan

Thea,

Thanks for accepting comments on the Draft King County Transfer Station Plan. CleanScapes has the following comments and additions:

1. Recommend that Bow Lake Transfer Station remain open 24-hours per day

2. Recommend that Factoria Transfer Station remain open until 6pm
3. Revise Table 5 "Collection Cost Estimate Summary" (page 31 of the Draft Plan):
   Replace the 3 statements (B, C, C**) under "CleanScapes" with:
   "Expenses (Driver Hours & Trips)
   $325,000/yr
   Capital cost $900,000"
4. Revise Table 5 "Collection Cost Estimate Summary" (page 31 of the Draft Plan):
   Replace the 6 blank spaces (Base, A, A*, D, D**, D***) with:
   "Minimal or no impact"

Please let me know if you have questions. Thank you.

Sincerely,

-Signe.

Signe Gilson
Waste Zero Manager
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WASTE ZERO

From: Signe Gilson [mailto:Signe.Gilson@cleanscapes.com]
Sent: Thursday, January 30, 2014 5:29 PM
To: Reed, Bill
Cc: Husband, Chris; Severn, Thea
Subject: RE: Collection Cost Input Request for New Transfer Station Plan Alternative

Thanks, Bill

Following is an estimate of the addition cost to provide service under Alternatives B,C,C** and E1.

Alternatives B, C, C**
Expenses (driver hours & trips) $190,000/yr
Capitol $460,000

Alternative E1
Expenses (driver hours & trips) $90,000/yr
Capitol $200,000

Please let us know if you have questions.

Thanks. --Signe.

Signe Gilson
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WASTE ZERO

Republic

Republic Services has reviewed the 5 plans proposed for the King County Transfer Stations. Below is our estimated impact for each plan based on our current customer base in order of Republic Services preference.

Our estimates are assuming no excess wait times at the stations in any of the plans. Republic will need to review all city contracts to determine if the contracts allow customer rate increases for additional drive or wait time at King County Transfer Stations.

1. Plan-Base: Minimal impact in drive time or costs. Less than a 1% increase in operational or customer costs.
2. Plan-A: Minimal impact in drive time or costs. Less than a 1% increase in operational or customer costs.
3. Plan-D: Drive time increased by 100 hours per month. Increase in customer rates possible 2-3%.
4. Plan-B: Drive time increased by 300 hours per month. Increase in customers rates 4-5%.
5. Plan-C: Drive time increased by 350 hours per month. Increase in customers rates 4-5%.

Republic strongly urges the County to continue toward the Base Plan.

Waste Management

From: Shanley, Kimberly [mailto:kshanle1@wm.com]
Sent: Monday, September 23, 2013 2:10 PM
To: Reed, Bill
Cc: Severn, Thea
Subject: RE: Estimated Collection Costs - King County's Transfer Plan Review

Hi Bill & Thea,

A correction to below... the amortization period used for our trucks is an eight to ten year period (rather than seven to ten). As to the second question, Mike Weinstein should be able to give a broad sense of the apportionment of costs to be used for residential. He is scheduled to be back in the office tomorrow, and I hope to get an answer to that question for you.

Kim Kaminski (formerly Shanley)
Government Affairs, Pacific NW/British Columbia
kshanle1@wm.com
Waste Management
720 4th Ave, Ste 400
Kirkland, WA 98033
Tel 425 814 7841
Cell 425 293 9352

From: Shanley, Kimberly
Sent: Friday, September 20, 2013 7:54 AM
To: Reed, Bill
Cc: Severn, Thea
Subject: RE: Estimated Collection Costs - King County's Transfer Plan Review

I don't think we will have a problem answering the questions (I hope!). As to the first question, I believe that our amortization period for our trucks is either over a seven or ten year interval. I will check on this. As to the third question, yes, capital costs are strictly new trucks that would be needed to cover additional routes, being that we would have to break up routes given longer drive times to facilities.

Just the closure of Houghton and Renton, which of course is in all scenarios, has an impact on our routes for North Sound and Seattle, respectively, which is the reason you see expenses and capital

costs in all alternatives including the base (even though an indeterminate NE facility will be built and new Factoria will be built).

Kim Kaminski (formerly Shanley)
Government Affairs, Pacific NW/British Columbia
kshanle1@wm.com
Waste Management
720 4th Ave, Ste 400
Kirkland, WA 98033
Tel 425 814 7841
Cell 425 293 9352

From: Reed, Bill [Bill.Reed@kingcounty.gov]
Sent: Thursday, September 19, 2013 12:50 PM
To: Shanley, Kimberly
Cc: Severn, Thea
Subject: FW: Estimated Collection Costs - King County's Transfer Plan Review

Hi, Kim.

Thank you so much for your response. In addition to the cost information, the comments you provided are very helpful.

We have a few questions about the costs that we're hoping you can help us with.

- Do you have any suggestions about the amortization period we should assume for the capital costs? We need to annualize the capital costs as well as the operating costs.
- One of the questions that we have specifically been asked to address is cost per household (i.e., the average household's monthly bill will go up from $x.xx to $y.yy.) Kerry Knight provides us residential customer counts by container size, and by using WUTC garbage rates, we have been able to come up with a reasonable estimate of current average residential household garbage bills. Can you offer any suggestions about how to determine the percentage of the costs you provided to apportion to the residential sector? Would the percentage of garbage tons be a reasonable proxy for the percentage of expenses/capital costs?
- We presume that the capital costs are primarily trucks needed for re-routing, and we suspect that many stakeholders have not considered this potential cost. Could you please provide us with a brief explanation of what these costs are for and why they are anticipated.

Thanks again for your assistance.

Bill Reed
(206) 296-4402

From: Shanley, Kimberly [mailto:kshanle1@wm.com]
Sent: Thursday, September 19, 2013 8:01 AM
To: Reed, Bill; Severn, Thea
Subject: Estimated Collection Costs - King County's Transfer Plan Review

Bill and Thea,

As requested by King County, we are providing estimates of collection cost increases and related hauler-specific capital expenditures for each of the County's proposed transfer station network

alternatives. We must stress that these are only rough projections based on the limited information available currently. A more thorough assessment would necessitate studies on estimated traffic patterns and facility wait times, as well as the identification of specific locations for the proposed South County and Northeast County transfer stations. Consideration of these variables may significantly affect the cost estimates listed below.

The decisions made by the County will have resounding impacts on the regional solid waste system and individual municipalities for decades. Accordingly, a thorough and measured review is very important. As this review process is currently planned, only three months will be devoted to discussion before critical choices are rendered. In past reviews and studies, such as the Transfer Plan Review in 2006 and the Independent, Third Party Review in 2007, a comprehensive assessment of the regional system was conducted. We are concerned about potential unintended consequences associated with a rushed process. Thus, we recommend a cautious approach coupled with careful analysis.

We believe many of these options, particularly Alternatives C and D, will result in disparate impacts for many communities in both level of service and the amount of risk exposure including environmental repercussions. At the last workshop, there was essentially no support for either of these options. Hence, at the very least, Alternative C and D and their sub-alternatives should be taken off the table for discussion resulting in a streamlined focus on more viable alternatives.

Alternative Scenarios	Alternative Description	Expenses (Driver Hours & Trips)	Capital Costs
Base	Northeast & South County Built; Build New Factoria; Houghton Closed	$1 - 2 million/yr	$3 - 6 million
A	Northeast Not Built; South County Built; Factoria Expanded; Houghton Closed	$1.5 - 2.5 million/yr	$6 - 9 million
A*	Northeast Not Built; South County Built; Build New Factoria; Houghton Self Haul only	$1.5 - 2.5 million/yr	$6 - 9 million
B	Northeast and South County Built; Factoria and Houghton Closed	$2.5 - 3.5 million/yr	$6 - 9 million
C	Northeast Built; Factoria & Houghton Closed; South County Not Built	$3 - 4.5 million/yr	$9 - 15 million
C**	Northeast Built; Factoria & Houghton Closed; South Not Built; Algona Self Haul Only	$3 - 4.5 million/yr	$9 - 15 million
D	Northeast & South County Not Built; Factoria Expanded;	$2 - 3.5 million/yr	$9 - 15 million

	Houghton Closed		
D**	Northeast & South County Not Built; Factoria Expanded; Houghton Closed; Algona Self Haul Only	$2 - 3.5 million/yr	$9 - 15 million
D***	Northeast & South County Not Built; Build New Factoria; Algona & Houghton Self Haul Only	$2 - 3.5 million/yr	$9 - 15 million

*Renton to be closed in all of the above scenarios.

I hope you find that these cost estimates are helpful for your presentation. We apologize for the delay in getting these numbers to you. Even though these are presented as an estimated range, the scenarios elicited much discussion even though we have limited information to act upon at this time. If you have any questions about these costs, please let me know.

Sincerely,

Kim Kaminski (formerly Shanley)
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Kirkland, WA 98033
Tel 425 814 7841
Cell 425 293 9352

Appendix C: Drive Time Analysis

Alternatives Drive Time Maps
http://your.kingcounty.gov/solidwaste/about/Planning/documents/TWMP-Alt-Drive-Time-Maps.pdf

Appendix D: Detailed Transfer System Alternatives

Alternatives Station Detail

Appendix E: References

2001 Comprehensive Solid Waste Management Plan
http://your.kingcounty.gov/solidwaste/about/planning/documents-planning.asp#comp

Draft 2013 Comprehensive Solid Waste Management Plan
http://your.kingcounty.gov/solidwaste/about/Planning/documents/2013-swd-comp-plan.pdf

Optimized Transfer Station Recycling Feasibility Study
http://your.kingcounty.gov/solidwaste/about/Planning/documents/optimized-TS-feasibility-study.pdf

Solid Waste Transfer and Waste Management Plan
http://your.kingcounty.gov/solidwaste/about/planning/documents-planning.asp#plan

Ordinance 17437 (procurement)
http://your.kingcounty.gov/mkcc/clerk/OldOrdsMotions/Ordinance%2017437.pdf

Milestone Report 1
http://your.kingcounty.gov/solidwaste/about/planning/documents/Milestone_report-1.pdf

Milestone Report 2
http://your.kingcounty.gov/solidwaste/about/planning/documents/Milestone_report-2.pdf

Milestone Report 3
http://your.kingcounty.gov/solidwaste/about/planning/documents/Milestone_report-3.pdf

Milestone Report 4
http://your.kingcounty.gov/solidwaste/about/planning/documents/Milestone_report-4.pdf

Independent, Third Party Review of the Solid Waste Transfer and Waste Export System Plan
http://your.kingcounty.gov/solidwaste/about/planning/documents/solid-waste-transfer-export-review.pdf

Final Supplemental Environmental Impact Statement Transfer and Waste Export System Plan for King County, Washington (Draft Supplemental EIS published under the title: Waste Export System Plan for King County, Washington)
http://your.kingcounty.gov/solidwaste/about/planning/documents/TransferWasteExport_FSEIS2006-08-28.pdf

Appendix F: Ordinance Responsiveness Summary

Requirements	Ordinance Line	Response
Tonnage projections, to be based on waste volumes from cities that have indicated commitment to the regional solid waste system through 2040	9	Figure 2 Appendix B.1
Revenue projections, to be based on waste volumes from cities that have indicated commitment to the regional solid waste system through 2040	12	Report section "Assumptions" Page 8
Overall costs of the region-wide transfer station upgrade	15	Appendix B, all sections
Functionality and service alternatives at the respective transfer stations	16	Report section "Alternatives" Page 10 and Alternatives Station Detail
Level of service criteria addressed in the 2006 plan, with particular attention to options for revision to the travel time criterion in the plan, which requires that ninety percent of a 18 station's users be within thirty minutes' travel time	17	Appendix C and G
Retention and repair of the existing transfer station including itemized cost estimates for retention and repair and updated long-term tonnage projections	20	Appendix B.2
The recommendation 4 of the King County Performance Audit of Solid Waste Transfer Station Capital Projects, which requires systematic analysis of • incremental cost impacts of the number, capacities and functionality of the transfer stations and • assessment of project financing and delivery methods.	22	Appendix B, all sections Workshop 3 materials
The division, as part of the report, shall • document all efforts to engage stakeholder groups, • document all feedback received from stakeholder groups and • document any steps taken to incorporate this feedback into the final report.	29	Appendix A

Appendix G: Followup on 2011 Performance Audit of Solid Waste Transfer Capital Projects

King County Auditor's Office
Kymber Waltmunson, King County Auditor

King County

DATE: March, 11, 2014

TO: Metropolitan King County Councilmembers

FROM: Kymber Waltmunson, County Auditor

SUBJECT: Follow-up on 2011 Performance Audit of Solid Waste Transfer Station Capital Projects

The Solid Waste Division (SWD) has made significant progress implementing the recommendations in our 2011 Performance Audit of Solid Waste Transfer Station Capital Projects, completing or making progress in all four of the audit recommendations. A key finding from our 2011 audit, and more recently as shown in SWD's review, is that the information and analyses underlying SWD's 2006 plan, especially the tonnage forecast, are out of date, and that assumptions about future needs are subject to a large degree of uncertainty. Given this uncertainty, the County and its partners can reduce the risks associated with investing in future capacity by maintaining maximum flexibility in system design and utilization.

Of the four audit recommendations:

DONE	2	have been fully implemented
PROGRESS	2	are in progress or partially implemented
OPEN	0	remain unresolved

This report focuses on the progress made in recommendation 4, as recommendations 1 and 2 were previously implemented, and work is still ongoing for recommendation 3.

Recommendation 4 called for an update of the 2006 Solid Waste Transfer and Waste Management Plan (Plan) with an analysis of the functionalities and the cost impacts of the number and capacities of the transfer stations. It also called for an assessment of which project financing and delivery method is most likely to result in lower capital costs. King County Ordinance 17619, adopted July 8, 2013,

directed SWD to address recommendation 4 as part of a Transfer Station Plan Review.

In response to the audit recommendation and Ordinance 17619, SWD conducted a series of workshops and analysis as part of a Transfer Station Plan Review. With the completion of the mandated review, we find that that SWD has implemented part of recommendation 4 and has provided county policy-makers a variety of information to assist in making decisions about system alternatives.

This report also provides information for county policy-makers and transfer system partners on potential strategies to mitigate or avoid customer service impacts from redirecting transactions if a Northeast Regional Transfer Station is not built. We also provide additional information that

underscores the recommendation from our 2011 performance audit that SWD explore other project development alternatives to enhance the cost-effectiveness of future transfer stations.

Recommendation Status as of March 2014

#	Status	Recommendation	Status Detail
1	**DONE**	In its financial plan, the Solid Waste Division should use the economic assumptions adopted by the King County's Forecast Council to the extent the assumptions apply, such as for general inflation and Investment Pool interest earning.	Implemented in 2012.
2	**DONE**	The Solid Waste Division should continue to develop and then formally adopt life-cycle cost analysis as part of its asset management program.	Implemented in 2011.
3	**PROGRESS**	The Solid Waste Division, in cooperation with the Executive Finance Committee, should review the feasibility of a new investment strategy for the Landfill Reserve Fund (LRF).	This policy is still being considered by the Executive Finance Committee.

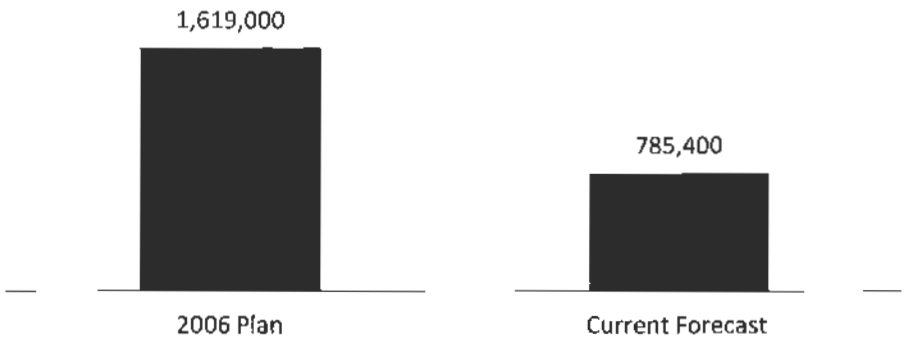
4a	**DONE**	SWD should update transfer system and individual facility plans as they have indicated. During this process, SWD should provide county policy-makers and regional partners a systematic analysis of: the incremental cost impacts of the number and capacities of the transfer stations; the functionalities of the stations;	SWD's work on the plan review in 2013-14 implements this part of the recommendation.
4b	**PROGRESS**	and an assessment of which project financing and delivery method is most likely to result in lower capital costs.	This part of the recommendation should be carried out for future stations.

Status of Recommendation 4

Large decrease in tonnage forecast is not reflected in the current base plan.

Our 2011 performance audit noted that changes in the economy and declines in system tonnage over recent years have resulted in revised tonnage forecasts. This fact, together with concerns about transfer station capital costs, led to recommendation 4. To put the tonnage forecast into perspective, the current forecast is for 785,400 tons of waste in 2029, the year after five eastside cities are now assumed to be leaving the SWD system.[1] In comparison, the forecast from the 2006 Plan for the same year, 2029, was 1,619,000 tons; more than double the current forecast. This new forecast assumes an ambitious plan of increasing the recycling rate by 1% per year until it reaches 70%.

Tonnage Forecast for 2029 is Now Much Lower



Source: SWD Forecast Data

The base plan (status quo) described by SWD in the current Transfer Plan Review is the same, in terms of closed and newly built transfer stations, as the existing Plan that dates from 2006, even though the tonnage forecast is much lower now. Some alternatives in the current Transfer Plan Review would reduce the number of new transfer stations and possibly postpone the closure of some of the older stations.

Information in the Transfer Plan Review provides updated estimates on capacity needs and

customer service impacts from a variety of system alternatives.

Beginning in August 2013 and for the next two months, SWD conducted workshops to report on its progress in conducting the plan review and to solicit stakeholder input. SWD also gave briefings to stakeholder groups, including the Metropolitan Solid Waste Management Advisory Committee, the Sound Cities Association, the City of Bellevue, and the Solid Waste Advisory Committee, among others. The original deadline for submission of the Plan for County Council approval was November 27, 2013, but this deadline was later extended by the County Council to March 3, 2014, to allow for further input from stakeholders and review by SWD.

[1]The cities are Bellevue, Clyde Hill, Hunts Point, Medina and Yarrow Point.

Altogether, SWD provided information as part of its review on the base plan and six system alternatives, with six variations of the alternatives, for a total of 13 different system scenarios. For each of these scenarios, SWD gave various levels of detail on possible environmental, customer service, and cost impacts. Given the short time for the review, the alternatives considered were constrained in terms of number and kind. As examples, although the workshops examined how the various alternatives provided different levels of recycling services, they did not focus on how to optimize transfer station recycling[2] or how the system might specifically be redesigned in response to developments in waste conversion technologies and waste-to-energy.

The information in the Transfer Plan Review suggests the need to maintain flexibility in the plan to respond to changing conditions.

As part of our follow-up review to the 2011 performance audit, we reviewed the data and analysis provided by SWD, limiting our review primarily to the models and calculations used to estimate the impacts of the system alternatives presented. In several instances we found data issues that needed to be addressed, and SWD responded promptly and professionally. We found that over a short span of several months that SWD was able to produce a large quantity and variety of quality information that will aid in decision-making.

An important caveat to the work that was done is that it rests on many assumptions, such as the tonnage forecast and estimates of vehicle transactions, which are based on a single year's worth of data, an estimate of future recycling rates, and impacts on commercial haulers from different system configurations. As experience has demonstrated, such estimates are points in ranges and actual results can vary widely. Such assumptions also cannot anticipate major changes in technology (e.g., innovations in recycling or production, waste-to-energy, etc.) or consumption habits, large demographic or economic fluctuations, etc. Given these facts, an important consideration for policy-makers is to view the system alternatives in terms of the flexibility they offer to respond to changing conditions.

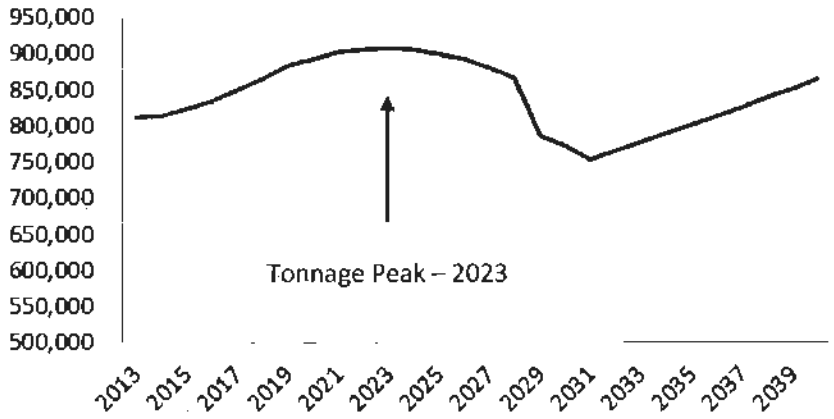
There would be adequate tonnage capacity within the system without a new northeast facility, and overbuilding capacity poses a financial risk.

Based on SWD analyses and our review, service demands warrant the completion of a Factoria Transfer Station and provision of a South County Regional Transfer Station. The analyses also indicate, however, that there will be adequate tonnage and transaction capacity within the system as a whole without a new Northeast Regional Transfer Station.

Our analysis, as well as that of SWD, concludes that as a result of the Houghton closure in 2021 and to a much lesser extent the closure of Renton in 2019, service delays and customer queues at Factoria in the future could pose a problem. According to the current forecast, this problem would be short-term because total system tonnage is expected to increase to a high mark of 907,500 tons in 2023, and then begin to decline with a sharp drop in 2029 when the five eastside cities are expected to leave the system. By 2031, tonnage is forecast to reach a low point of 754,000 tons.

[2]Enhanced recycling strategies were recently reviewed by SWD in:
http://your.kingcounty.gov/solidwaste/about/Planning/documents/optimized-TS-feasibility-study.pdf

Departure of Eastside Cities Would Hasten Tonnage Reduction



Source: SWD Forecast Data

Given all of the uncertainties with planning assumptions, the County and its partners should consider keeping options open as to whether or when a northeast facility would be needed and whether or when to close or limit the types of transactions at Houghton and Renton.

There are options available to mitigate or avoid impacts on customers.

A financial risk to the County, its partners, and to ratepayers lies in a commitment to build a northeast facility that may add unneeded capacity while there are a number of alternatives and combinations of alternatives that could mitigate or avoid delays and customer queues at Factoria at peak times during peak tonnage years. For example:

- Keep Houghton open beyond 2021, but limited to self-haul transactions. According to our modeling, based on plan update data and assumptions, this alternative could effectively eliminate the self-haul capacity issue at Factoria. Extending the closure date of Renton also would have an impact, but one much lower than extending Houghton.
- Divert some commercial transactions to other transfer stations, particularly to Shoreline, which currently has underused capacity.
- Provide incentives for more regional direct commercial hauling to Cedar Hills, which was accommodating 250,000 tons per year before the change in fees 10 years ago.
- Adopt operational strategies aimed at reducing or redirecting self-haul transactions while improving customer service (see a description of such potential strategies, below).

Any changes to the Plan that would involve diverting transactions or modifying transfer station closure dates are matters that would need to be further discussed and closely planned with the affected city partners.

On issues related to tonnage handling, the 2006 Plan was predicated on having five newer facilities in place to compact waste for transfer by rail once Cedar Hills reached its maximum capacity. With the decline in the forecast, coupled with past initiatives and future options for extending the useful life of Cedar Hills, the expected closure date of the landfill in late 2025 may

no longer be valid. Taking advantage of available landfill capacity to extend the life of Cedar Hills would not only be a cost-effective disposal option, but also would further reduce the urgency to build out the system plan as originally envisioned.

In conclusion, the information and analysis provided by SWD indicate that the assumptions underlying the 2006 Plan are out of date. Maintaining maximum flexibility will reduce the risk that the County and its partners will invest in capacity when it is not needed. It is also important to note that the when the Solid Waste Transfer and Waste Management Plan is ultimately updated and approved, the system information provided in the Plan should reflect the more up-to-date information, such as the tonnage forecast, that has emerged from the plan review. In addition, the County's comprehensive plan should likewise reflect the updated information.

There are strategies to reduce the number of peak hour self-haul transactions at transfer stations.

To address potential impact to level-of-service standards for residential self-haulers caused by changing the number and location of transfer stations, and in order to enhance services under any system configuration, our research found that there are a number of strategies SWD could explore to reduce the number of trips to transfer stations or to manage traffic more effectively at the facilities.

Some methods to reduce trips could include:

- While King County already offers many alternatives for customers to dispose of extra waste or bulky items, King County and its partners could consider instituting an on-call hauling services option through a fee added to a resident's monthly bill, whether used or not. Tacoma's Call-2-Haul service uses this approach to allow residents to schedule hauling appointments one or more times a year.
- King County could explore additional approaches with its partners to increase the number of redemption centers for recyclable materials to help decrease visits to the transfer station, since many self-haulers cite recycling as one of the reasons for coming to a facility.

Other methods to redirect transactions or to better handle them might include:

- Traffic management methods to allow those with the smallest loads (e.g., a couple trash bags) and/or recycling only to bypass the scale house.
- Web cameras at the facilities (e.g., Seattle, WA and Sandwich, MA) to allow self-haulers to adjust the timing of their visit to the transfer station based on station wait time considerations.
- Digital signs to help direct traffic and inform users of wait times.
- Strategic use of staff to assist in ushering self-haulers through the facility and/or to enforce a time limit on time spent inside the facility, particularly during peak use times.
- Price adjustments that lower fees for automated scales and/or provide a disincentive for use of the scale house have been tested in other jurisdictions.

We continue to recommend that SWD explore alternative procurement methods for the design and construction of future transfer stations.

An opportunity exists for SWD to improve the cost-effectiveness of future transfer stations by fully considering the procurement alternatives available to King County, including:

- design-build,
- general contractor-construction manager,
- public-private partnership,
- design-bid-build, and
- competitive negotiation methods.

In response to Ordinance 17435, SWD had a consultant assess these procurement methods in April 2012 for the Factoria transfer station project. Because this assessment was affected by issues specific to Factoria, Ordinance 17437 requires the executive branch to review and report to County Council on all major procurement methods before proceeding with site or facility design for any future transfer station.

SWD has used the competitive negotiation procurement method uniquely available to solid waste organizations under RCW 36.58 for the completed Bow Lake and planned Factoria transfer station projects. Unlike the design-bid-build procurement method most commonly used by King County agencies, this method does not require SWD to award construction contracts to the lowest qualified bidder. Instead, the division is able to establish selection criteria, including factors like contractor experience, approach, and cost, to select the best value for the County.

According to SWD, competitive negotiation fosters scheduling and coordination efficiencies by providing an opportunity for contractor feedback on the constructability of their projects prior to finalizing the design and awarding the construction contract. It is uncertain, however, that SWD is fully achieving the potential benefit of contractor input. For example, while SWD conducted a value engineering study and constructability review for Factoria, these steps were completed without contractor involvement. Also, by the time SWD initiated its contractor procurement process, the project design was 100% complete. This may have reduced the opportunity to cost-effectively implement contractor-identified value engineering or constructability improvements. Our Capital Projects Oversight Program has recommended that SWD develop performance measures to document the benefits achieved by using the competitive negotiation method on the Factoria project.

SWD cited the resources already spent on design, the need to keep the existing transfer station open during construction, and the need to complete the replacement transfer station as soon as possible due to safety considerations as reasons for using competitive negotiation for Factoria instead of one of the other procurement methods. The reasons cited by the division may not apply to future transfer station projects, as discussed for each procurement method below:

Design-Build and General Contractor-Construction Manager
SWD's consultant did not evaluate these procurement methods for Factoria since they already had a design team under contract and the design work was substantially complete. Using either of these methods may afford an opportunity for SWD to improve on the cost-effective delivery of future transfer stations through coordinated design and constructability considerations starting early in project development.

Public-Private Partnerships
The review by SWD's consultant demonstrates a misunderstanding of King County's use of this procurement method. It assumed that the County would finance the project. It also assumed the County would not be able to operate or maintain the new facility. In fact, King County's public-private partnerships have all relied on private financing. The County has also been able to choose which, if any, operations or maintenance activities are conducted by the private partner. The public-private partnership procurement method has been successfully used for a variety of completed projects, including the Chinook Building and Goat Hill Parking Garage, King Street Center, and the Ninth and Jefferson Medical Office Building. It was also planned for the South Regional Roads Maintenance Facility, which was cancelled due to a revenue shortage.

Design-Bid-Build
The consultant's review identified that the design-bid-build procurement method offers limited interaction with contractors prior to awarding the contract. It stated this increases the risk of schedule delays, cost over-runs, or quality issues since the winning contractor may not fully understand the project scope. It also noted that competing contractors may underbid the project to win the contract, intending to recover costs through change orders or claims during construction. County agencies, including SWD, regularly face these risks since design-bid-build remains the most common procurement method used by the County. They can be substantially reduced by preparing high quality construction documents and effective project management during construction.

For the response to Ordinance 17437, we recommend that SWD consult with both county and external resources having hands-on experience with each of the alternative procurement methods under consideration. Consistent with ordinance requirements, SWD's evaluation should be completed early during project development, before investing resources in design or other work which could constrain SWD's approach. The Facilities Management Division recently completed a rigorous evaluation of alternative procurement methods for the County's Children and Family Justice Center project, which may provide a useful example for SWD's future evaluation efforts.

Acknowledgments

We wish to thank the Department of Natural Resources and Parks and SWD for their cooperation with this follow-up audit, and we appreciate the analysis provided by SWD staff and the work that went into quantifying potential impacts of system alternatives.

Bob Thomas, Senior Principal Management Auditor, Chantal Stevens, Principal Performance Management Analyst, and Tom Wood, Capital Projects Oversight Analyst, conducted this management review. Ben Thompson, Deputy County Auditor, was the project supervisor. Please contact Bob Thomas at 477-1042 or Ben Thompson at 477-1035 if you have any questions about the issues discussed in this letter.

cc: Dow Constantine, King County Executive
Fred Jarrett, Deputy County Executive
Rhonda Berry, Assistant Deputy County Executive
Dwight Dively, Director, Office of Performance, Strategy and Budget
Diane Carlson, Director of Regional Initiatives, King County Executive Office
Christie True, Director, Department of Natural Resources and Parks
Pat McLaughlin, Director, Solid Waste Division
Carol Basile, Deputy Director, Department of Executive Services, Finance & Business Operations Division
Michael Huddleston, Municipal Relations Director, King County Council
(KCC) Beth Mountsier, Senior Principal Legislative Analyst, KCC
Mike Reed, Principal Legislative Analyst,
KCC Anne Noris, Clerk of the Council, KCC

Appendix H: Alternative E

LOS Criterion 5 Vehicle Capacity

Alternative E Option 1					
	2027				
	Bow Lake	Shoreline	Factoria	SCRTS	Renton
commercial	A	C	A	A	A
	yes	yes	yes	yes	yes
	Bow Lake	Shoreline	Factoria	SCRTS	Renton
self haul weekday	A	A	E	B	C
self haul weekend	A	B	E	C	C
overall	A	A	E	B	C
	yes	yes	no	yes	yes

Alternative E Option 2					
	2027				
	Bow Lake	Shoreline	Factoria	SCRTS	Renton
commercial	B	A	C	A	A
	yes	yes	yes	yes	yes
	Bow Lake	Shoreline	Factoria	SCRTS	Renton
self haul weekday	A	A	A	B	E
self haul weekend	A	B	F	C	E
overall	A	B	D	B	E
	yes	yes	no	yes	no

Alternative E Option 3					
	2027				
	Bow Lake	Shoreline	Factoria	SCRTS	Renton
commercial	B	A	C	A	A
	yes	yes	yes	yes	yes
	Bow Lake	Shoreline	Factoria	SCRTS	Renton
self haul weekday	A	A	A	B	E
self haul weekend	A	B	D	C	E
overall	A	B	B	B	E
	yes	yes	yes	yes	no

Appendix I: Responsiveness Summary

King County Ordinance 17619, adopted by the King County Council on July 8, 2013, and amended as 17696, directed the King County Solid Waste Division (division) to conduct a review of the 2006 Solid Waste Transfer and Waste Management Plan (Transfer Plan), which requires major transfer system upgrades in order to continue providing environmentally sound solid waste disposal services efficiently and effectively and at reasonable rates. The limitations of functionally obsolete facilities have not improved with time despite a tonnage decline since the Transfer Plan was completed.

This review of the Transfer Plan was extensive. As required by the ordinance, the review included tonnage projections and information about revenue projections; overall costs of the region-wide transfer station upgrades; functionality and service alternatives at the respective transfer stations; and level of service criteria addressed in the Transfer Plan. The review also addressed the retention and repair of the existing transfer stations, including itemized cost estimates for retention and repair and updated long-term tonnage projections, as well as recommendation "4" of the King County Performance Audit of Solid Waste Transfer Station Capital Projects.

The Metropolitan Solid Waste Management Advisory Committee (MSWMAC), the Sound Cities Association (SCA), the City of Bellevue, and the Solid Waste Advisory Committee (SWAC), as well as the commercial haulers and interested citizens provided their perspectives at a series of workshops. Information was presented and feedback received at MSWMAC and SWAC meetings as well as at meetings of the Regional Policy Committee, SCA's Public Issues Committee and city managers' meetings.

The division developed four alternatives to compare to the Base Alternative described in the original Transfer Plan. Stakeholder input led the division to ultimately analyze a total of ten transfer system alternatives (including the Base). The Base and other alternatives were evaluated for impacts to cost, service level, and the environment.

The analysis in this review of the Transfer Plan showed that alternatives that do not build one or more of the planned transfer facilities would result in lower capital costs for King County, but increase overall costs for a significant number of residential and business customers because of higher collection costs. Building fewer transfer stations would also reduce services and increase environmental impacts and collection costs. However, within the constraints of these drawbacks, it would be possible to provide solid waste service with fewer stations.

Phasing, value engineering, and alternative project financing and delivery methods will ensure that development of any new recycling and transfer station is as cost effective as possible. Value engineering is a systematic method to improve the value of finished products by examining the functionality of their design. Value, as defined, is the ratio of function to cost. Value can therefore be increased by either improving the function or reducing the cost. A primary tenet of value engineering is the preservation of basic functions while identifying and removing unnecessary expenditures. The method is proven for significantly reducing capital expenses. In 2011, the division performed value engineering on the preliminary design for a new Factoria Recycling and Transfer Station. The process resulted in significant changes to the design that shaved several million dollars off the construction cost.

Alternative project financing and delivery methods will be evaluated for any new station that will be built in order to identify potential cost savings. Ordinance 17437 requires the division to analyze at least the following procurement methods:

- competitive negotiated procurement under chapter 36.58 RCW
- traditional public works bidding
- developer-delivered, with and without private financing, and
- design-build.

In addition, the division will evaluate projected costs, benefits, schedule, project features, and overall ratepayer value for the design and construction of each project. Selection of a method will depend on the particular benefits and risks for an individual project, and will provide the best possible value for the expense.

The analysis revealed that any system configuration which does not build a new South County Recycling and Transfer Station to replace Algona will not provide sufficient service, would result in significantly increased collection costs for residents and businesses in the South County, and would overload the Bow Lake Recycling and Transfer Station. Alternatives which would build on the Eastgate property are unlikely to receive the necessary permits for construction. However, analysis has shown that it is possible to provide service with fewer facilities, even without building on the Eastgate property; there are tradeoffs to these solutions, as discussed in the final report. Therefore, it is prudent to pursue a course of action that maintains as much flexibility as possible. While there is enough information to move forward with the Factoria and South County projects with confidence, it is best not to lock the County into a commitment to build or not build a new Northeast Recycling and Transfer Station at this time.

The division recommends:

- Proceed this year with a new Factoria Recycling and Transfer Station using current design and permits (with minor modifications to retain flexibility)
- Continue siting evaluations for a South County Recycling and Transfer Station
- In collaboration with stakeholders, continue to evaluate implementation of operational approaches that would provide service for the northeast county without building an additional transfer station

The draft report was transmitted to stakeholders on October 9, 2013. In response to stakeholder concern that the comment period was insufficient, the initial comment period end date was extended from October 23 to February 3 to provide additional time for stakeholders to review the draft report and submit comments.

Written comments were submitted by over 70 different cities, organizations, and individuals. Among these were fourteen cities commenting individually, and four cities that commented collectively. Four advisory committee members submitted comments. Several individuals and two cities submitted comments multiple times, and several citizens submitted identical comments.

Reviewing the comments, a few themes become apparent. First, the many comments either request additional information, or request that supporting information be provided in the body of the report. The contents of the Transfer Plan Review Report were determined by King County Ordinance 17619 (amended as 17696). Recognizing that some readers may want additional information and more detailed supporting data than called for in the Ordinance, the division has prepared numerous appendices, as well as supporting documents that are available on the project website. These materials are linked and referenced throughout the report and in this responsiveness report, wherever relevant.

Many commenters also took this comment period as an opportunity to comment on the South County Recycling and Transfer Station siting process. While these comments are valued, it is important to note that the Transfer Plan review is a separate process from transfer station siting. King County is required to plan for its long term provision of solid waste and recycling services. The Transfer Plan review is a limited process directed by ordinance and confined to the period of July 2013 to March 3, 2014. It deals with the regional system as a whole, and is concerned with the size and number of service areas rather than the exact locations of future facilities within those service areas. Determining the exact location for a facility in South County is a multi-step process that began in 2012. Three sites were identified for thorough environmental review under the State Environmental Policy Act. Environmental review has been put on hold pending completion of the Transfer Plan review. A final siting recommendation for South County, as for any potential facility, will be made only after the completion of environmental review.

Written comments received through February 3, 2014 are included in this responsiveness summary, grouped by subject. Each comment is summarized once, followed by the names of each person who submitted an identical comment or a comment making the same point. Comments have been grouped by subject, with the response provided in the right-hand column. All written comments received are included in their entirety as Appendix J.

Comments were received from the following cities, Solid Waste Advisory Committee members, and other interested parties.

City of Algona
City of Auburn
City of Bellevue
City of Bothell
City of Burien
City of Federal Way
City of Kenmore (with Redmond, Shoreline, Woodinville)
City of Kent
City of Kirkland
City of Lake Forest Park
City of Maple Valley
City of Redmond (with Kenmore, Shoreline, Woodinville)
City of Renton
City of SeaTac
City of Shoreline (with Kenmore, Redmond, Woodinville)
City of Tukwila
City of Woodinville (individually and with Kenmore, Redmond, Shoreline)

Baker	David	(Solid Waste Advisory Committee)
Garber	Jean	(Solid Waste Advisory Committee)
Livingston	Keith	(Solid Waste Advisory Committee)
Schmidt-Pathmann	Philipp	(Solid Waste Advisory Committee)
Aigner	Robert	(Harsch Investment Properties, and with other business owners)
Anonymous Auburn Citizen		
Arroyo	Lillian	
Bachtiar	Farley	
Bonin	Claire	
Bosley	Steve	
Boyd	Bill	

Brekke	Dana	
Brekke	Jan	
Brekke	John	(Brekke Properties, Viking Development, and with other business owners)
Brekke-Parks	Eleanor	(Brekke Properties, and with other business owners)
Caldwell	Jennifer	
Caretti	Marilyn	
Colman	Joanne	
Cotter	Mike	(Omega Riggers & Erectors and with other business owners)
Cowan	Sally	
Crockett	Ron	(Emerald Downs with other business owners)
Cummings	Kathleen	
Delmar	Jeremy	
Dizon	Annabelle	
Flanagan	Cindy	
Hall	Guy	(A&G Machine and with other business owners)
Harkness	Marie-Anne	
Harvie	Amy	
Isaman	Holly	
Ison	Jenel	
Jay	Nathan	(Brekke Properties)
Johnson	Dottie	
Knapp	Jim	
Lahiri	Subir	
Landry	Tom	(with Tom Souply as Span Alaska Transportation, Inc., and with other business owners)
Li	Peilin	
Lindenauer	Jon	
McKim	Dave	(Timberland Homes with other business owners)
McKnight	Chet	
Meldrum	Elizabeth	

Mesina	Maribel	
Noble	Wendy	
Norton	Marilyn	
not provided	Nathan	
Pietromonaco	John	(HRP Properties and with other business owners)
Rojas	Justine	
Rosendahl	Wade	
Ruppel	Lisa	
Ruppel	Mason	
Sanders	Drew	
Scott	Jeff	(R.W. Scott Construction and with other business owners)
Shoemaker	William	
Snowdon	Charles	
Snowdon	Gaile	
Souply	Tom	(individually and with Tom Landry as Span Alaska Transportation Inc. and with other business owners)
Spina	Ronald	
Stilwell	Jay	
Storrs	Amy	
Streiffert	Dan	(Rainier Audubon Society)
Struck	Marla	
Studley	Ken	
Teutsch	John	(Teutsch Partners with other business owners)
Tiangsing	Bonnie	
Vander Pol	Ed	(Oak Harbor Freight Lines with other business owners)
Walsh	John	
Woomer	Ken	(CSI - Competition Specialties, Inc.)
Wright	Steve	

Topic	Commenter	King County Solid Waste Division Response
Transfer Plan Review – General Comments		
Find ways to save money – not defend 2006 plan	• City of Kenmore • City of Redmond • City of Shoreline • City of Woodinville • Dana Brekke • Jan Brekke • John Brekke (Brekke Properties, Viking Development) • Eleanor Brekke-Parks (Brekke Properties) • Nathan (surname not provided)	The 2006 Transfer Plan was developed in collaboration with a wide-range of stakeholders, some of whom participated in the review. While it was important to take a fresh look at that plan, the division received feedback during the review process that many of its elements were still valuable, including expanding transfer station recycling and installing compactors. At the same time, the division looked seriously at the suggested system configurations and highlighted areas where there could be cost savings; however, the same services at the same, or the desired improved, level cannot be provided with any alternative that significantly reduces the number or functionality of transfer stations . The division will continue to engage the cities and its advisory committees in consideration of an appropriate, acceptable solution for the area currently being served by the Houghton TS. To ensure that new facilities are being built as effectively and efficiently as possible the division will continue to engage in value engineering for all of its major capital projects.
King County is pushing an agenda	• Dana Brekke • Jan Brekke • John Brekke (Brekke Properties, Viking Development) • Eleanor Brekke-Parks (Brekke Properties) • Nathan (surname not provided)	Yes, by contract – interlocal agreements with 37 King County cities – the County is responsible to provide transfer and disposal services and by state law is responsible to ensure provision of service in the unincorporated area.
Review process too short/moving too fast/need to take more time	• Dana Brekke • Jan Brekke • John Brekke (Brekke Properties, Viking Development)	The transfer system planning process has been ongoing for many years, with this review process as just the latest in a series of review and planning processes that have taken place over the last 20 years. In 1992, King County adopted a comprehensive solid waste management plan calling for the renovation of its aging urban transfer system. Without strong regional consensus

	• John Brekke with other business owners • Eleanor Brekke-Parks (Brekke Properties) • Mike Cotter (Omega Riggers & Erectors) • Cindy Flanagan • Guy Hall (A&G Machine) • Nathan Jay • Maribel Mesina • Nathan (surname not provided) • John Pietromonaco, HRP Properties • Jeff Scott (R.W. Scott Construction) • Span Alaska Transportation, Inc	about the need for improvements, a rate increase to support this plan was not approved. Since 1992, population growth, technological changes, and aging infrastructure have intensified the need for significant improvements. The 2001 *Comprehensive Solid Waste Management Plan* emphasized this need again. In 2004, the Metropolitan King County Council adopted Ordinance 14971, which prioritized evaluation of the urban transfer station network as an integral part of the analysis for the next comprehensive solid waste management plan, and established a process for collaborative participation by the cities in solid waste planning. This process led to the formation of the MSWMAC, which was integral to the development of four milestone reports culminating in the 2006 Solid Waste Transfer and Waste Management Plan. This plan recommends upgrading the urban transfer station system. The County Council requested an independent third-party review of the Transfer Plan, which was conducted by the firm Gershman, Brickner & Bratton, Inc. (GBB). GBB fully supported the primary objectives of the plan: to modernize the transfer station system and maximize the lifespan of the Cedar Hills landfill. The County Council unanimously approved the Transfer Plan in December 2007. The limitations of functionally obsolete transfer facilities constructed in the 1960s have not improved with time, despite a tonnage decline since the Transfer Plan was completed. This Transfer Plan review process was extended to allow stakeholders additional time for comment. The division has continued its analyses during the three month extension, and will continue to evaluate new data and work with its advisory committees after the final report is submitted.
Delay removes risk from incorrect forecasts	• John Brekke (Brekke Properties, Viking Development) • Eleanor Brekke-Parks (Brekke Properties) • Mike Cotter (Omega Riggers & Erectors) • Nathan Jay • Maribel Mesina • Jeff Scott (R.W. Scott	Forecasts are always subject to unforeseen market and other influences.

	Construction)	
Feedback was ignored/process not collaborative	• Dana Brekke • Eleanor Brekke-Parks (Brekke Properties) • Jan Brekke • John Brekke (Brekke Properties, Viking Development) • Nathan (surname not provided) • Nathan Jay • Maribel Mesina	The division attempted to include perspectives from multiple stakeholders in both planning the review process and during workshops. Stakeholder feedback was used to develop the alternatives considered and the workshop agendas. Alternative E was added in response to feedback received during the comment period.
Provide individual meetings to all King County cities	• John Brekke (Brekke Properties, Viking Development)	Meetings were offered to all cities and provided as requested.
Complete the comprehensive solid waste management plan, a new rate study, and/or other plans before finalizing the Transfer Plan	• Rob Aigner, Harsch Investment Properties • Dana Brekke • John Brekke (Brekke Properties, Viking Development) • John Brekke with other business owners • Eleanor Brekke-Parks (Brekke Properties) • Mike Cotter (Omega Riggers & Erectors) • Annabelle Dizon • Nathan Jay • Maribel Mesina • Nathan (surname not provided)	The Transfer Plan is needed to inform the comprehensive solid waste management plan (a six-year capital program projection is a requirement) and is an important input to a rate study and other plans. The division will continue to analyze options for disposal after Cedar Hills reaches capacity and closes and will work with its advisory committees to update plans as needed.

	• Phillip Schmidt-Pathmann • Jeff Scott (R.W. Scott Construction) • Charles Snowdon • Gaile Snowdon • Ken Woomer, CSI	
Comment period too short	• City of Federal Way • City of Lake Forest Park • City of SeaTac • City of Tukwila • Rob Aigner, Harsch Investment Properties • Dana Brekke • Jan Brekke • John Brekke (Brekke Properties, Viking Development) • Eleanor Brekke-Parks (Brekke Properties) • Mike Cotter (Omega Riggers & Erectors) • Cindy Flanagan • Nathan Jay • Maribel Mesina • Nathan (surname not provided) • Jeff Scott (R.W. Scott Construction)	In response to feedback, the division extended the due date for comments on the draft report by nine days from October 23, 2013 to November 1, 2013. Council subsequently extended the comment period until February 3, 2014 and changed the final report due date from November 27, 2013 to March 3, 2014.
Final report should include a public comment period	• Eleanor Brekke-Parks (Brekke Properties)	The review process, as set by ordinance, does not include a public comment period on the final report.

Have a third-party review of the Transfer Plan/ Transfer Plan Review Report/conflict of interest for division to make system decisions	• City of Auburn • Jon Lindenauer	The review process, as set by ordinance, does not include a third-party review. Council may choose to add such a review, as was done with the original 2006 Transfer Plan, which was subjected to third-party review and subsequently unanimously approved by Council in 2007.
The 2006 Transfer Plan must be amended with the review recommendation	• City of Kenmore • City of Redmond • City of Shoreline • City of Woodinville	The Transfer Plan could be amended to reflect any changes or potentially the comprehensive solid waste management plan, as the guiding document for the solid waste system, could include changes and supersede the Transfer Plan. The original Transfer Plan underwent environmental review under SEPA; changes to that plan would be subject to environmental review as well.
Report Format		
Include data from appendices and handouts in body of report	• Dana Brekke • John Brekke (Brekke Properties, Viking Development) • Eleanor Brekke-Parks (Brekke Properties) • Mike Cotter (Omega Riggers & Erectors) • Nathan Jay • Maribel Mesina	The data is readily available; it will not be included in the body of the report.
Attach Optimized Transfer Station Recycling Study to the report	• Dana Brekke • John Brekke (Brekke Properties, Viking Development) • Nathan (surname not provided)	The Optimized Transfer Station Recycling Feasibility Study is available on the division's website; it will not be attached to the report.
Data		

Inappropriate to make assumptions about data	• Eleanor Brekke-Parks (Brekke Properties) • John Brekke (Brekke Properties, Viking Development) • Mike Cotter (Omega Riggers & Erectors) • Nathan Jay • Maribel Mesina	All forecasting relies on identifying reasonable assumptions; the assumptions were reviewed with stakeholders at the workshops.
Tonnage forecast inconsistent	• John Brekke (Brekke Properties, Viking Development) • Eleanor Brekke-Parks (Brekke Properties) • Mike Cotter (Omega Riggers & Erectors) • Maribel Mesina • Nathan Jay	The division constantly monitors data that is predictive of future tonnage, and updates the forecast accordingly. The division uses the most current information available when performing analyses.
Need traffic studies	• Dana Brekke • Jan Brekke • John Brekke (Brekke Properties, Viking Development) • Nathan (surname not provided)	Traffic would be considered in the environmental review of the Transfer Plan were it to change. Traffic studies would be performed as part of the environmental review when new stations were sited and constructed.
Include more detailed drive-time data	• John Brekke • Eleanor Brekke-Parks (Brekke Properties) • Mike Cotter (Omega Riggers & Erectors) • Nathan Jay	The division acknowledges that traffic does affect travel time and that drive times may be greater than shown during peak traffic. Analysis indicates that drive times are not a significant factor in the need for transfer system upgrades.

	• Maribel Mesina	
Include detailed data on recycling limits (especially at Bow Lake) resulting from transactional capacity issues	• Dana Brekke • Jan Brekke • John Brekke (Brekke Properties, Viking Development)	This detailed information is not available.
Include detailed data on self-haul limits resulting from transactional capacity issues	• Dana Brekke	This detailed information is not available.
Systematic and incremental analysis of impacts, capacities and functionality was lacking in the report and falls short of the intentions of the King County Ordinance 2013-0258	• Dana Brekke • Jan Brekke • John Brekke (Brekke Properties, Viking Development) • Eleanor Brekke-Parks (Brekke Properties) • Mike Cotter (Omega Riggers & Erectors) • Nathan Jay • Maribel Mesina	The ordinance requiring the Transfer Plan review called for the review to address recommendation "4" of the King County Performance Audit of Solid Waste Transfer Station Capital Projects, which recommended systematic analysis of incremental cost impacts of the number, capacities and functionality of the transfer stations and assessment of project financing and delivery methods. For information that is responsive to this requirement, see Appendix B, all sections and the Workshop 3 materials.
Describe the source of anticipated housing, density and population growth Why was 2035 cited?	• John Brekke (Brekke Properties, Viking Development) • Eleanor Brekke-Parks (Brekke Properties) • Mike Cotter (Omega Riggers & Erectors) • Nathan Jay • Maribel Mesina	Projections for population and household size are based on data developed by the Puget Sound Regional Council (PSRC). Data provided by PSRC are based on U.S. Census and other data sources. More information can be found at http://www.psrc.org/. The division also used information provided by the U.S. Census Bureau for information about projected population growth which provided information for 2025 and 2035.
Include long-haul costs	• Dana Brekke	Long haul cost is outside the scope of the Transfer Plan review.

Costs were not presented incrementally	• Dana Brekke • Jan Brekke • John Brekke (Brekke Properties, Viking Development) • Eleanor Brekke-Parks (Brekke Properties) • Mike Cotter (Omega Riggers & Erectors) • Nathan Jay • Maribel Mesina • Nathan (surname not provided)	See Appendix B, all sections.
Include cost to add compaction to existing facilities	• Dana Brekke • Jan Brekke • John Brekke (Brekke Properties, Viking Development)	Cost to add compactors to existing facilities was not included because it is not feasible. Due to property size and other physical factors, it is not possible to add compaction to the Algona, Factoria, or Renton facilities. A compactor could be added to the Houghton TS, but doing so would reduce capacity by 50 percent because operational space would be compromised.
Include ESJ	• City of Auburn • John Brekke (Brekke Properties, Viking Development)	Equity and social justice were considered in materials presented at Workshop 3: http://your.kingcounty.gov/solidwaste/about/Planning/documents/TWMP-Equity-Social-Justice.pdf and http://your.kingcounty.gov/solidwaste/about/Planning/documents/TWMP-Equity-Social-Justice-Maps.pdf.
Too much data	• Jeff Scott (R.W. Scott Construction)	The division acknowledges that the report and its appendices include a great deal of information.
Alternatives		
Number of alternatives insufficient/wrong alternatives	• Dana Brekke • Jan Brekke	The division considered alternatives that would not build one or more planned transfer facilities and considered retention of two existing facilities as suggested by its City

considered/consider more alternatives	• John Brekke (Brekke Properties, Viking Development) • Nathan (surname not provided) • Jeff Scott (R.W. Scott Construction)	partners. In response to comments received, the division has added Alternative E with three options.
Include a no-build alternative	• Dana Brekke • Jan Brekke • John Brekke (Brekke Properties, Viking Development) • Eleanor Brekke-Parks (Brekke Properties) • Nathan Jay • Maribel Mesina • Jeff Scott (R.W. Scott Construction)	An alternative that does not build any new transfer facilities would not meet the service needs of the region. All alternatives to the Base would build fewer transfer stations than planned and five alternatives involve retention and repair of facilities currently planned for closure.
Consider alternative with no closures and remodeling all existing facilities to serve commercial and self-haul	• Dana Brekke • Jan Brekke • John Brekke (Brekke Properties, Viking Development) • Nathan (surname not provided)	That idea was explored during development of the Transfer System Plan – see Milestone Report Two, which concludes that existing stations cannot be remodeled to continue providing full service.
Base Alternative is not economical	• Cindy Flanagan	The Base Alternative is most expensive from a capital construction perspective, but would have the least impact on curbside collection costs and would provide the highest level of service, including increasing recycling which diverts materials from disposal. Saving landfill space has an economic value as it defers the additional cost that will be incurred for disposal after Cedar Hills reaches capacity and closes.
Alternative E3 is not necessary	• City of Kenmore	The division does not recommend pursuing Alternative E3.

	• City of Redmond • City of Shoreline • City of Woodinville	
Supports continued analysis	• City of Kenmore • City of Redmond • City of Shoreline • City of Woodinville	The current recommendation is to continue analysis while moving forward with construction of Factoria RTS.
Draft Recommendation		
Prefers Base Alternative	• City of Bothell • City of Burien • City of Federal Way • City of Kent • City of Kirkland • City of Lake Forest Park • City of Maple Valley • City of Renton • City of SeaTac • City of Tukwila • David Baker • Jean Garber • Keith Livingston	The division is committed to providing effective and efficient service to all of its customers. To that end, it believes that the system could benefit from a closer look at how to best serve the needs of the area currently served by the Houghton Transfer Station, which could include policy changes that would eliminate the need for a Northeast facility. The division's advisory committees will be fully engaged in the evaluation.
Supports recommendation to phase implementation of Northeast and continue monitoring critical data after Factoria construction	• City of Bothell • John Brekke (Brekke Properties, Viking Development) • Eleanor Brekke-Parks (Brekke Properties) • Mike Cotter (Omega Riggers & Erectors) • Nathan Jay	The division believes that there are advantages to further evaluation of the northeast area's needs and policy changes that could meet those needs without construction of a new Northeast facility.

	• Maribel Mesina • Jeff Scott (R.W. Scott Construction)	
Alternative A is second choice	• Keith Livingston	The division is not recommending Alternative A.
Opposes Alternatives C through D***	• City of Burien	Alternatives C through D*** do not meet the needs of the service area.
Opposes Alternatives C** and D** because Algona stays open to self-haul; supports Alternatives C and D because the Algona TS would close in 2018	• City of Algona	Neither Alternatives C** and D** nor C and D meet the needs of the service area.
Conclusions are not supported	• Dana Brekke • Jan Brekke • John Brekke (Brekke Properties, Viking Development) • Eleanor Brekke-Parks (Brekke Properties) • Mike Cotter (Omega Riggers & Erectors) • Nathan Jay • Maribel Mesina	Given the level of service standards and recycling goals developed by regional consensus, the division believes that the data supports the need for a geographically dispersed solid waste transfer system that will: • serve garbage and recycling customers as effectively and efficiently as possible for at least the life of the new interlocal agreement, • incorporate current technology and be flexible to respond to changing needs, • provide service to self-haul customers, and • support regional recycling goals. The division believes that the following course of action will allow critical projects to proceed while preserving flexibility to respond to system needs and stakeholder concerns over time. • Proceed this year with a new Factoria Recycling and Transfer Station using current design and permits (with minor modifications to retain flexibility) • Continue siting evaluations for a South County Recycling and Transfer Station • In collaboration with stakeholders, continue to evaluate implementation of operational approaches that would provide service for the northeast county without building an additional transfer station

Transfer Stations/System – General		
Provide equitable distribution of transfer facilities	• City of Bellevue • City of Federal Way • City of Lake Forest Park • City of Renton • Jean Garber	Per King County Code 10.08.030, "To the extent practicable, solid waste facilities shall be located in a manner that equalizes their distribution around the county, so that no single area of the county will be required to absorb an undue share of the impact from these facilities."
The transfer plan should be flexible to respond to changes	• City of Bellevue	The recommendation to proceed with South County and build Factoria as designed while delaying a decision on the northeast county will provide flexibility to respond to impacts of changes in the system.
Transfer system must support recycling goals	• City of Kent • Jean Garber • Keith Livingston • Dana Brekke	New recycling and transfer stations provide significantly expanded recycling and the ability to add new materials in the future as markets and technology improve.
The Comprehensive Solid Waste Management Plan must include thresholds that trigger a decision on a Northeast RTS	• City of Bellevue	The Comprehensive Solid Waste Management Plan will be updated to include decisions made in the Transfer Plan review.
Transfer stations are necessary for public health	• Keith Livingston	The comprehensive solid waste management plan and King County Title 10 recognize the role of the regional transfer system in protecting public health and the environment.
Avoid NIMBY-ism by designing attractive facilities and being a good neighbor	• Keith Livingston	Transfer stations provide an essential and beneficial public service. While the stations have the potential to cause undesirable impacts on host cities and neighboring communities, such as increased litter, odor, noise, road/curb damage, and traffic, as well as aesthetic impacts, one of the division's highest priorities is to minimize the effects of its facilities on host cities and surrounding communities. The division works to mitigate impacts in a number of ways, such as collecting litter, landscaping on and around the site, limiting waste kept on-site overnight to reduce the potential for odor, making road modifications, and siting facilities on or near major roadways to keep

traffic off local streets.

As new transfer stations are constructed, the division will work with host and neighboring cities to build stations that are compatible with the surrounding community. For example, during the design of the Shoreline Recycling and Transfer Station, the division worked closely with the community to identify impacts and mitigation measures. One result is that transfer trailers drive directly from the station onto Interstate 5 using King County Metro Transit's dedicated freeway ramps rather than city streets for access. Sidewalks on nearby streets were improved; a new walking path was constructed at nearby Ronald Bog Park; trees were planted; and the portion of Thornton Creek that flows through the site underwent significant restoration. The transfer station building was also moved farther from residences and is fully enclosed to mitigate impacts from noise, odor, and dust. While specific mitigation measures will vary depending on the site, all new transfer station buildings will be fully enclosed.

As a part of the transfer system planning process, the division and its advisory committees developed five criteria for transfer stations to evaluate effects on communities:

- *Meets applicable local noise ordinance levels* – The purpose of this criterion is to ensure that a facility does not violate state or local (city) standards for acceptable noise levels. State and city standards are based on maximum decibel (dBA) levels that consider zoning, land use, time of day, and other factors.
- *Meets Puget Sound Clean Air Agency standards for odors* – The primary measure of odor is complaints by the public or employees. Complaints are typically reported to the Puget Sound Clean Air Agency (PSCAA) or directly to the division. Complaints to PSCAA are verified by an inspector. If an odor is verified and considered to be detrimental, PSCAA issues a citation to the generator of the odor. The division also tracks and investigates odor complaints.
- *Meets goals for traffic on local streets* – This criterion measures the impacts on local streets and neighborhoods from vehicle traffic and queuing near the transfer stations. The area that could be affected by traffic from self-haulers and commercial collection trucks extends from the station entrance to the surrounding streets.
- *Existence of a 100-foot buffer between the active area and nearest residence* – This criterion calls for a 100-foot buffer between the active area of the station and the nearest residence.

		• *Compatibility with surrounding land uses* – This criterion looks at consistency with land use plans and zoning regulations, aesthetics, and compliance with state and local regulations.
Consider adopted local policies and regulations in the siting criteria and decision making process.	• City of Auburn	Compatibility with local land use is one of the 17 criteria used in the Transfer Plan and the review.. Local policies and regulations are part of the division's siting criteria, and are included in decision-making when the division is engaged in a siting process. Functional siting criteria from the South County RTS siting process are posted online.
County is biased toward building transfer stations/transfer stations are an antiquated approach to solid waste management/ transfer system is designed to cater to landfilling	• City of Auburn • John Brekke (Brekke Properties, Viking Development) • Eleanor Brekke-Parks (Brekke Properties) • Mike Cotter (Omega Riggers & Erectors) • Cindy Flanagan • Nathan Jay • Maribel Mesina • Phillip Schmidt-Pathmann • Jeff Scott (R.W. Scott Construction)	Transfer stations are used in solid waste systems throughout the world to consolidate smaller loads of waste into larger loads for transport to disposal or for further treatment or processing. Transfer stations can also be part of a system that encourages separation of recyclables from waste and can include waste processing. The division is designing new facilities for flexibility to accept a wide-range of recyclables as needs evolve, and for the potential to add further processing that would divert waste from the landfill.
Enlarging or modernizing an existing transfer station has fewer impacts than building a new facility in a new location	• City of Woodinville	This is true, and the division has constructed new facilities at existing locations at Shoreline and Bow Lake. However, in some cases, existing locations are not the best locations for serving an area, whether due to specific property considerations, such as size, or because the location is no longer suitable. Regardless of whether the division is building a new a facility at the same location, or seeking to site a completely new facility, the involvement of the community is critical to ensure that impacts are minimized and the facility is a good neighbor.
Not all transfer stations need to be	• Eleanor Brekke-Parks	Transfer stations must to meet the needs of the service area, which means that they

the same	(Brekke Properties)	may have different operating hours, capacity, and services; however, all must meet certain standards, such as regulatory requirements for protection of public health.
Do not overbuild	• City of Kenmore • City of Redmond • City of Shoreline • City of Woodinville • Dana Brekke • Jan Brekke • John Brekke (Brekke Properties, Viking Development) • Nathan (surname not provided) • Span Alaska Transportation, Inc.	The division is committed to designing facilities that meet the capacity needs of the service area and which are flexible as conditions change.
Maximize available capacity at existing stations through operational and service changes	• City of Bellevue	The division constantly seeks to improve the efficiency of its operations. The Transfer Plan Review Report recommends making the most of the new Factoria RTS while further considering whether Northeast RTS is necessary to meet the region's service needs.
Transfer stations now recycle 35 percent	• Cindy Flanagan	The current overall recycling rate for the transfer system is about 5 percent. Unfortunately, largely due to a lack space to provide the service, transfer station recycling is not as advanced as curbside recycling programs. To reach the overall 70 percent recycling goal, the transfer station recycling rate would need to reach 35 percent.
Facility Design and Operation		
New transfer facilities must be flexible to accommodate technology and disposal method changes	• Jean Garber • Keith Livingston	Flexibility is a key goal of facility designs that considers what materials will be received and how much, but also the ability to change processes and add new technology. The division has reserved space at the Bow Lake RTS that could be used for future services or processing of materials.

New transfer facility design process should emphasize value engineering	• Jean Garber	Value engineering is an important part of the design process. The Factoria construction cost was reduced by about $10 million due to value engineering and internal review.
Include the potential for and contemplated use of biomass processing at transfer stations	• Dana Brekke • Jan Brekke • John Brekke (Brekke Properties, Viking Development) • Eleanor Brekke-Parks (Brekke Properties) • Mike Cotter (Omega Riggers & Erectors) • Nathan Jay • Maribel Mesina • Nathan (surname not provided)	In 2014, division will begin studying the possibility of incorporating anaerobic digestion or other alternative disposal technologies at new transfer stations.
Waiting to design new stations will make them better	• Dana Brekke • John Brekke (Brekke Properties, Viking Development) • Eleanor Brekke-Parks (Brekke Properties)	Whenever a design is completed there will always be something new coming. Over the life of a transfer facility (up to 50 years), changes in conditions are expected. A key goal of the transfer facility designs is flexibility to meet future needs related to the types and amounts of materials received, as well as the ability to incorporate new or improved technology; new transfer facilities are designed and constructed with that flexibility in mind.
Tipping floor sorting is not done/tipping floor sorting should be implemented at Shoreline and Bow Lake to inform design of future facilities	• Dana Brekke • Jan Brekke • John Brekke (Brekke Properties, Viking Development) • Eleanor Brekke-Parks (Brekke Properties) • Mike Cotter (Omega Riggers & Erectors)	Tipping floor sorting is not possible at facilities with a chute design. New facilities are being built with a flat floor design to allow tipping floor sorting in order to divert more materials from disposal. Floor sorting is planned for both Shoreline and Bow Lake; a project to standardize floor sorting is beginning in 2014.

	• Maribel Mesina • Nathan Jay • Nathan (surname not provided) • Jeff Scott (R.W. Scott Construction)	
Prior to building and operating additional facilities, conduct an operational review of each of the transfer stations, including the new stations, to ensure the division is maximizing the ability of stations to accommodate not only the tonnage but the transactional needs of customers	• City of Kenmore • City of Redmond • City of Shoreline • City of Woodinville	The division will continue to consider optimal operations for all transfer facilities as a part of its ongoing work. For example, in 2014 the division will begin a materials recovery pilot at Shoreline and Bow Lake that will target recovery of wood, metal and cardboard, standardize recovery methods, and evaluate the feasibility of targeting additional materials for diversion.
Northeast RTS		
If Northeast is warranted locate in the community where most of the waste is generated/locate in jurisdictions that offer to host it/do not site in Woodinville	• City of Woodinville	Should a Northeast RTS need to be sited, criteria would include a variety of considerations including placement within the service area and equitable distribution of services and impacts, as well as community criteria identified by a siting advisory committee (SAC). SAC members identify community concerns and impacts, develop criteria used to evaluate potential sites, help create public awareness of the project, and have the opportunity to express opinions and preferences throughout the siting process. Representatives from cities, local agencies and businesses, chambers of commerce, commercial garbage and recycling collection companies, transfer station users, environmental and neighborhood groups, interested citizens, tribes, and school districts would be invited to participate.
An expanded Factoria could serve the entire northeast county	• City of Woodinville	Alternative E which considers that possibility was added in response to feedback.
Delay Northeast RTS/County Council approval should be	• City of Kenmore	The current recommendation is to pursue further analysis before proceeding with

required before proceeding	• City of Redmond • City of Shoreline • City of Woodinville	Northeast RTS. All new transfer station capital projects require Council approval.
Don't delay the Northeast Recycling and Transfer Station	• City of Kirkland • Jean Garber	The division believes that the project should be deferred until the effects of Bellevue leaving the King County solid waste system in July 2028 and possible options for providing service in the northeast area can be more fully evaluated.
A Northeast RTS is necessary to provide equitable service and to distribute impacts equitably	• City of Bellevue	Analysis indicated that there are approaches to provide service without constructing a Northeast RTS; however there are tradeoffs to these solutions, as discussed in the report. The division will continue to collaborate with stakeholders to evaluate whether to build in the northeast county.
Eliminate Northeast RTS from consideration since it is not necessary	• City of Kenmore • City of Redmond • City of Shoreline • City of Woodinville	The division is recommending that a decision on whether or not to build Northeast be deferred, pending new data, additional analysis, and ongoing discussions with stakeholders. Northeast RTS is not necessary if current forecasts are accurate, and if the region accepts the policy changes described in Alternatives E1 and E2, both of which would require the involvement of the service cities and Council action for implementation. A Northeast RTS may prove to be necessary if these assumption and conditions change.
A Northeast RTS would cost $120 million	• City of Kenmore • City of Redmond • City of Shoreline • City of Woodinville	A Northeast RTS, as proposed in the Base Alternative, would cost about $100 million (inflated). The cost would be expected to be higher than the South County RTS because of the higher property costs in the northeast service area.
Factoria Transfer Station		
The Eastgate property should not be used	• City of Bellevue • City of Kenmore • City of Kirkland • City of Redmond • City of Woodinville	The division's recommendation does not include building on the Eastgate property. The Eastgate property may be needed during construction of the new Factoria, i.e., for construction staging.

Why no compaction for self-haul at Factoria-Eastgate in Alternative A?	• John Brekke (Brekke Properties, Viking Development)	Due to the amount of waste that would be received, the payback time was lengthy; however, the design would be flexible to add a compactor if desired.
Consider handling Household Hazardous Waste at another location and re-programming this space as part of the transfer station	• City of Kenmore • City of Redmond • City of Shoreline • City of Woodinville	Alternative E Options 2 and 3 consider the possibility of siting a stand-alone HHW facility rather than providing the service at the Factoria station. There are advantages to having HHW services located at a transfer station that provides garbage and recycling service. Customers have the convenience of bringing garbage, recyclables, and HHW in one trip to one facility. Co-location also provides operational efficiencies, allowing staff to serve different areas of the transfer station in response to customer demand, rather than fully staffing separate facilities. Both in number of customers and amount of materials collected, Factoria is the busiest HHW facility in King County, including the two facilities in Seattle. A separate HHW facility would require siting, planning, property purchase, design, and construction costs. It is likely that siting a separate HHW facility would present risks and challenges similar to siting a transfer facility.
Consider increasing transactional capacity without using the Eastgate property	• City of Kenmore • City of Redmond • City of Shoreline • City of Woodinville	Additional scales and a second compactor have been added to the Factoria project and a separate queuing lane is being pursued. None of these will use the Eastgate property.
Consider adjacent properties other than the Eastgate property, if the data shows that additional capacity is needed	• City of Kenmore • City of Redmond • City of Shoreline • City of Woodinville	The division recommends moving forward with constructing the new Factoria on current property which would not negatively affect the current design, permits, or timeline.
Okay to eliminate recycling from Factoria 2021-2028	• City of Kenmore • City of Redmond • City of Shoreline • City of Woodinville	Eliminating recycling was considered in Alternative E Options 2 and 3.
Factoria should remain open until	• CleanScapes	Past evaluations of operating hours have not supported the later closing at Factoria;

6 p.m.		however, the division is open to discussing the possibility.
Support recommendation to proceed with Factoria without delay	• City of Bellevue	The division is recommending proceeding on the current schedule.
Support recommendation to proceed with Factoria as designed	• City of Kenmore • City of Redmond • City of Shoreline • City of Woodinville	The division is recommending proceeding with Factoria as designed, with minor modifications that do not affect the design or permits, including adding a second waste compactor and additional scales.
South County RTS		
Oppose siting a South County RTS at 28721 West Valley Hwy. S., Auburn	• City of Auburn • Rob Aigner, Harsch Investment Properties • Anonymous • Lilian Arroyo • Farley Bachtiar • Claire Bonin • Steve Bosley • Bill Boyd • Eleanor Brekke-Parks (Brekke Properties) • John Brekke with other business owners • Jennifer Caldwell • Marilyn Caretti • Sally Cowan • Kathleen Cummings • Jennifer Davidson • Jeremy Delmar • Annabelle Dizon • Cindy Flanagan	The Transfer Plan review was not intended to replace the ongoing siting process for a recycling and transfer facility in the south county area currently served by the Algona Transfer Station. An environmental review prepared under the State Environmental Policy Act will evaluate probable significant adverse effects on wetlands, wildlife, traffic, noise, odor, utilities, aesthetics, groundwater, and other elements of the natural and built environment, along with mitigation measures that avoid or minimize adverse environmental impacts, for three potential sites and a "No Action" Alternative, which would retain the current Algona Transfer Station until the end of its useful life. More information about the siting process and project updates can be found on the project website http://your.kingcounty.gov/solidwaste/facilities/algona/index.asp. The estimated capital cost to build a new South County RTS (at any location) to replace Algona is about $74 million dollars (in 2013$). The current Algona Transfer Station is 60 years old, and is built on wood pilings that will fail unless replaced within the decade. Retention and repair of Algona Transfer Station (estimated at $8.9 million in 2013 dollars) would simply allow the current building to continue operation. The repaired facility would not have sufficient capacity to efficiently provide service to both commercial and self-haul customers past about 2018, and would not be able to compact waste or accept materials for recycling. The transfer station capital program is not funded by taxes. Transfer station projects are funded by fees charged to users at the transfer facilities.

	• Marie-Anne Harkness • Holly Isaman • Jenel Ison • Dottie Johnson • Jim Knapp • Subir Lahiri • Peilin Li • Jon Lindenauer • Chet McKnight • Elizabeth Meldrum • Wendy Noble • Marilyn Norton • John Pietromonaco, HRP Properties • Justine Rojas • Wade Rosendahl • Lisa Ruppel • Mason Ruppel • Drew Sanders • Jeff Scott (R.W. Scott Construction) • William Shoemaker • Charles Snowdon • Gaile Snowdon • Tom Souply • Span Alaska Transportion, Inc. • Ronald Spina • Jay Stilwell • Amy Storrs • Dan Streiffert • Marla Struck • Ken Studley	

	• Bonnie Tiangsing • John Walsh • Ken Woomer, CSI • Steve Wright	
Neither site in Auburn is appropriate for siting a transfer station/the existing Algona site with adjacent property is ideal for minimizing impacts	• City of Auburn	The Transfer Plan Review was not intended to replace the ongoing siting process for a recycling and transfer facility in the south county area currently served by the Algona Transfer Station. The division purchased property adjacent to the existing Algona Transfer Station to preserve it as an option for development. Environmental review is underway.
Consider siting a facility in unincorporated areas/outside the UGA boundary	• City of Auburn	The division does not consider siting facilities that primarily serve the urban area outside of the Urban Growth Area boundary. Any newly sited facility should be centrally located in the service area in order to provide a reasonable alternative to the convenience of the current station. County-wide planning policy LU-21 states, "Regional public facilities which directly serve the public shall be discouraged from locating in Rural Areas." King County Comprehensive Plan Policy F-222 supports this, stating, "Essential public facilities that directly serve the public beyond their general vicinity shall be discouraged from locating in the Rural Area." Unincorporated areas within the Urban Growth Area boundary were included in the preliminary site search for a new South County RTS site.
Delay South County RTS – south county should be granted the same wait and see recommendation as northeast county	• Dana Brekke • Jan Brekke • John Brekke (Brekke Properties, Viking Development) • Eleanor Brekke-Parks (Brekke Properties) • Mike Cotter (Omega Riggers & Erectors) • Nathan Jay • Maribel Mesina	The same conditions do not apply in South County where all cities have signed an extended interlocal agreement.

Enumclaw, rural drop boxes, and Renton can serve south county	• Rob Aigner, Harsch Investment Properties • Dana Brekke • Jan Brekke • John Brekke (Brekke Properties, Viking Development) • Eleanor Brekke-Parks (Brekke Properties) • Nathan Jay • Maribel Mesina • Jeff Scott (R.W. Scott Construction)	Some of South County is served by the Enumclaw RTS (about 5 percent of its self-haul customers are from Auburn); however, it is not well located to provide service for the entire South County area. Enumclaw was considered in the drive time analysis. The rural drop boxes (Cedar Falls and Skykomish) are not within the service area. The closest drop box, Cedar Falls, has restrictions on the amount of waste that can be accepted. The Renton TS is not suitably located to replace capacity in South County.
Expand and/or alter the current Algona Transfer Station to serve the south county instead of building a new facility	• City of Algona • Rob Aigner, Harsch Investment Properties • Dana Brekke • Jan Brekke • John Brekke (Brekke Properties, Viking Development) • John Brekke with other business owners • Eleanor Brekke-Parks (Brekke Properties) • Mike Cotter (Omega Riggers & Erectors) • Annabelle Dizon • Cindy Flanagan • Guy Hall (A&G Machine) • Marie-Ann Harkness • Nathan Jay	The current Algona site is less than five acres and will not accommodate a modern full-service facility. The division has explored options that would add a compactor and add recycling and found that there is insufficient space on the current property. Use of adjacent property is being considered in the siting process for a new South County RTS.

	• Maribel Mesina • John Pietromonaco (HRP Properties) • Rainier Audubon Society • Jeff Scott (R.W. Scott Construction) • Charles Snowdon • Gaile Snowdon • Span Alaska Transportation, Inc • Ken Woomer, CSI	
Landscape company that leases property adjacent to Algona can accept yard waste	• Dana Brekke • Jan Brekke • John Brekke (Brekke Properties, Viking Development)	Facilities that accept yard waste for recycling must follow the requirements of and be permitted by King County public health.
Bow Lake can serve south county; siting another transfer station in the south county would disproportionately impact the community	• Dana Brekke • John Brekke (Brekke Properties, Viking Development) • Eleanor Brekke-Parks (Brekke Properties) • Mike Cotter (Omega Riggers & Erectors) • Nathan Jay • Maribel Mesina	Transfer stations are dispersed around the county so that waste created in the area can be efficiently consolidated for transport to disposal. Bow Lake is not sufficient to manage the need of the entire south county and would leave the south county underserved.
Bow Lake is not sufficient to serve all of South County	• City of Federal Way • City of Kent • City of Renton • City of SeaTac • City of Tukwila	The division is recommending that a new transfer station be built in the south county.

Divert Federal Way waste to Bow Lake, which would support a remodel of Algona	• Jon Lindenauer	Diverting Federal Way's waste to Bow Lake would increase collection costs for commercial and residential customers in the City of Federal Way. The Algona Transfer Station would still not be able to compact waste or accept recyclables.
Similar to the City of Bellevue with the Factoria Transfer Station, the cities of Algona and Auburn have land use, zoning and permitting issues with the siting of a new transfer station, Bellevue received preferential treatment	• City of Algona • Dana Brekke • Jan Brekke • John Brekke (Brekke Properties, Viking Development) • Eleanor Brekke-Parks (Brekke Properties) • Mike Cotter (Omega Riggers & Erectors) • Nathan Jay • Maribel Mesina	The City of Bellevue has identified an issue with a specific property. Cities cannot ban essential public facilities outright.
The Transfer Plan review report should not steer a decision to site a South County RTS in Algona – the environmental review must be completed Siting a facility in Algona would disproportionately impact the City due to its small size; address how the County would mitigate impacts	• City of Algona	The Transfer Plan review was not intended to replace the ongoing siting process for a recycling and transfer facility in the south county area currently served by the Algona Transfer Station. An environmental review prepared under the State Environmental Policy Act will evaluate probable significant adverse effects on wetlands, wildlife, traffic, noise, odor, utilities, aesthetics, groundwater, and other elements of the natural and built environment, along with mitigation measures that avoid or minimize adverse environmental impacts.
Algona's comprehensive plan update must be a factor in the siting process and should be referenced in the Transfer Plan Review report	• City of Algona	Should a decision be made to site a transfer facility in the City of Algona, the comprehensive plan would be considered.

The No Action alternative for the south county is not adequately represented in the report	• City of Algona	Environmental review will consider a no action alternative which would retain the Algona transfer station until the end of its useful life, in addition to three action alternatives.
The level-of-service criteria evaluation did not adequately address impacts to roadways and land use at the Algona location	• City of Algona	The level-of-service evaluation did not assume any particular site for a South County RTS. Individual sites will be evaluated through the environmental review process.
Northeast and South County need to be studied separately	• Rob Aigner, Harsch Investment Properties • Jan Brekke • John Brekke (Brekke Properties, Viking Development) • Eleanor Brekke-Parks (Brekke Properties) • Mike Cotter (Omega Riggers & Erectors) • Cindy Flanagan • Nathan Jay • Maribel Mesina	The division believes it is important to consider the system as a whole; however, siting and facility master plan processes are independent.
Other Facilities		
Houghton Transfer Station should close in 2021	• City of Kirkland	The division is recommending that the Houghton Transfer Station close in about 2021.
Establish a range of closure dates for Houghton/don't close Houghton until replacement capacity is available	• City of Kenmore • City of Redmond • City of Shoreline • City of Woodinville	Decisions about how to address the needs of the Houghton/northeast service area will need to be made within the next two years. The division is recommending that capacity currently being provided by the Houghton be replaced through policy changes that would redirect commercial haulers and/or limit self-haul or, should those options not

		be sufficient or accepted, by construction of a replacement facility in the service area. Sustained operation of the Houghton Transfer Station does not meet the needs of the service area.
Include cost to add compactor at Houghton and other stations	• Dana Brekke • John Brekke (Brekke Properties, Viking Development)	There is not sufficient space to add compaction to the Algona, Factoria, or Renton transfer stations. Adding compaction at Houghton would reduce capacity by 50 percent. A full cost estimate is not available. The cost of a compactor is about $2 million. There would be additional costs for design, permitting, construction (structural, electrical, and drainage improvements), and contractor overhead and profit. The improvements could also prompt a requirement to bring the entire facility up to current code.
Shoreline is in a residential area so why is Houghton a problem?	• Dana Brekke • Jan Brekke • John Brekke (Brekke Properties, Viking Development)	The Shoreline transfer building is fully enclosed to more effectively control impacts and was moved on the site so that the active area would be further from neighbors. The Houghton facility is not fully enclosed and neighbors are closer to the active area.
Bow Lake should remain open 24 hours/day	• CleanScapes	Bow Lake is open 24 hours/day on weekdays. Past evaluations of operating hours have not supported 24 hour operation on weekends; however, the division does periodically review operating hours to ensure they are appropriate to meet demand.
Don't close Renton/examine alternatives that don't close Renton	• Rob Aigner, Harsch Investment Properties • Dana Brekke • Jan Brekke • John Brekke (Brekke Properties, Viking Development) • Eleanor Brekke-Parks (Brekke Properties) • Mike Cotter (Omega Riggers & Erectors) • Nathan Jay • Maribel Mesina	The draft comprehensive solid waste management plan recommends reserving the option to retain the Renton station until the new urban transfer facilities have been sited and the impact of closure has been fully evaluated. Alternative E would keep Renton open.

	• Nathan (surname not provided)	
Consider weekend-only facilities at Renton and/or Algona	• Dana Brekke • Jan Brekke • John Brekke (Brekke Properties, Viking Development)	Keeping Renton and Algona open to serve self-haul customers on weekends could help alleviate capacity issues at other facilities, but would not be an overall effective strategy for serving the region.
Consider using facilities in other systems	• Jan Brekke • John Brekke (Brekke Properties, Viking Development) • Eleanor Brekke-Parks (Brekke Properties) • Mike Cotter (Omega Riggers & Erectors) • Nathan Jay • Maribel Mesina	King County Title 10 and the solid waste interlocal agreements require that solid waste generated and/or collected within the King County system shall be directed to the King County transfer and disposal system; the county is legally required to provide sufficient capacity for that waste. The division recognizes that some self-haul customers may use other facilities, but does not authorize such use.
Private recycling facilities can provide service	• Dana Brekke • Jan Brekke • John Brekke (Brekke Properties, Viking Development) • Eleanor Brekke-Parks (Brekke Properties) • Mike Cotter (Omega Riggers & Erectors) • Nathan Jay • Maribel Mesina • Nathan (surname not provided) • Rainier Audubon Society • Jeff Scott (R.W. Scott	Many private recyclers in King County provide niche services in particular areas; however, it is not sufficient as evidenced by the amount of recyclable material brought to King County transfer stations, which is currently being disposed. Increasing recycling at transfer stations will divert waste from disposal, providing an environmental and financial benefit, and help King County reach its Zero Waste of Resources goal.

	Construction)	
Consider building a regional resource recovery park	• Dana Brekke • Jan Brekke • John Brekke (Brekke Properties, Viking Development) • Nathan (surname not provided)	That is outside the scope of the Transfer Plan review.
Partner with Cities for alternative spaces and drop box sites using City real estate	• Dana Brekke • Jan Brekke • John Brekke (Brekke Properties, Viking Development)	Drop boxes would not provide sufficient capacity in the urban area. Drop boxes may have greater neighborhood impacts as they are not fully enclosed.
Cedar Hills Landfill		
Consider effects of Cedar Hills' closure	• Rob Aigner, Harsch Investment Properties • Jan Brekke • John Brekke (Brekke Properties, Viking Development) • Eleanor Brekke-Parks (Brekke Properties) • Mike Cotter (Omega Riggers & Erectors) • Cindy Flanagan • Nathan (surname not provided) • Nathan Jay • Maribel Mesina • Rainier Audubon Society • Jeff Scott (R.W. Scott	The Cedar Hills Regional Landfill (Cedar Hills) is currently projected to close after the end of 2025; projections will be updated in 2014. The division will work with its advisory committees to identify options for disposal post-Cedar Hills. Regardless of the method that is chosen for disposal after closure of Cedar Hills, transfer stations are an integral part of the solid waste system.

	Construction)	
Stop landfilling	• Phillip Schmidt-Pathmann	That is outside the scope of this review; the division will work with its advisory committees to identify options for disposal and criteria for decision making. The County's currently adopted plans call for continued to use of Cedar Hills until it reaches capacity and then for export to an out-of-county landfill. However, the division has recommended exploring other options for disposal after Cedar Hills reaches capacity and closes and exploring options to reduce the amount of waste going to Cedar Hills during its lifetime through the use of waste conversion technologies as well as expanded recycling.
Include effect of changes to Cedar Hills rent	• Dana Brekke • Jan Brekke • John Brekke (Brekke Properties, Viking Development)	The rent paid to the County's general fund for use of the property owned by the general fund was determined by an independent appraisal. The rent payment schedule assumes the current landfill development plan and will be updated if there are changes to that plan in the future. The rent payment schedule was integrated into the 2012 rate study.
Transfer station at Cedar Hills (now or post-closure)	• Rob Aigner, Harsch Investment Properties • John Brekke (Brekke Properties, Viking Development) • Eleanor Brekke-Parks (Brekke Properties) • Mike Cotter (Omega Riggers & Erectors) • Nathan Jay • Maribel Mesina • Jeff Scott (R.W. Scott Construction)	The role of Cedar Hills in the solid waste system after the landfill reaches capacity and closes will be considered in future plans; however, due to its location it would not be an adequate substitute for a South County RTS.
Need a second proxy disposal location to represent post-closure operations	• John Brekke (Brekke Properties, Viking Development)	Identification of another proxy location could not be supported.

Include post-closure long-haul costs	• Dana Brekke • Jan Brekke • John Brekke (Brekke Properties, Viking Development)	Costs for disposal after closure of Cedar Hills are estimated in the 2012 Rate Study.
Consider using direct haul to Cedar Hills instead of keeping facilities open during transfer station construction	• Dana Brekke • Jan Brekke • John Brekke (Brekke Properties, Viking Development)	The division is considering allowing some additional curbside collection vehicles to use the landfill during the Factoria construction to help alleviate traffic at the site.
Consider using direct haul to Cedar Hills during peak periods and emergencies	• City of Kenmore • City of Redmond • City of Shoreline • City of Woodinville • Dana Brekke • Jan Brekke • John Brekke (Brekke Properties, Viking Development) • Nathan (surname not provided)	Based on conditions, such as roads, additional use of Cedar Hills will be considered on a case by case basis.
Capacity		
Consider future system capacity in case Bellevue does not leave the system	• Keith Livingston	The division recommends retaining the option to construct a Northeast facility in the future, should Bellevue decide to sign an extended ILA.
Extend facility hours to increase capacity	• Dana Brekke • Jan Brekke • John Brekke (Brekke Properties, Viking	To strengthen the feasibility of alternatives, increased service hours were assumed if the station would be receiving additional waste.

	Development) • Nathan (surname not provided)	
Mandatory garbage collection and recycling services could reduce the need for transfer station capacity	• City of Auburn	Mandatory garbage collection is at the discretion of each city. Currently, garbage collection is mandatory in 13 cities including Auburn, Bothell, Enumclaw, Kent, Kirkland, and Renton. However, everyone in King County has access to garbage collection, almost all have access to recycling and yard waste collection, and the majority of King County residents do subscribe to curbside services. However, many also periodically use the transfer stations. The most recent customer survey (2011) indicates that most self-haulers use a transfer station because they have a large amount of garbage or yard debris or a bulky item which cannot be accommodated by the regular curbside collection. Most self-haulers are not using the transfer station to dispose of regular household trash. Because much of the material self-haulers dispose at the transfer stations is recyclable, current station designs and the draft comprehensive solid waste management plan prioritize inclusion of increased recycling at new transfer facilities. Current plans prioritize collection of yard waste, clean wood, card board, and scrap metal. Recycling rates vary from city to city depending on the level of service being provided, the rate structure and mandatory pay/participation policies. Mandatory garbage collection does not always correlate to high recycling rates. For example, both Algona and Auburn have mandatory garbage collection but Auburn's single family recycling rate is 53 percent while Algona's is 37 percent. In nearly all cities and unincorporated areas of King County the cost of curbside recycling service is included in the cost of curbside garbage service, so if a customer has garbage collection they are likely to use the curbside recycling service as well. No city or unincorporated area in King County – except Seattle, which is not part of the King County system – requires their residents to recycle. However, all communities prohibit single-family customers from putting yard waste in their garbage. This requirement has resulted in very high recycling rate – over 90 percent – for yard waste from single-family homes. Eleven cities in King County (including Seattle) include the cost of yard waste collection in the cost of curbside garbage service. These cities also have the highest single-family recycling rates in the county (57 to 66 percent). Note

		that even Seattle with mandatory garbage collection and requirements for their residents to recycle and separate their food scraps and yard waste for composting still finds the need to provide self-haul services at their transfer stations.
Increased recycling/waste reduction could reduce the need for transfer station capacity	• Dana Brekke • Jan Brekke • John Brekke (Brekke Properties, Viking Development) • Eleanor Brekke-Parks (Brekke Properties) • Mike Cotter (Omega Riggers & Erectors) • Nathan Jay • Maribel Mesina • Nathan (surname not provided	The County's current recycling rate, overall, is about 52 percent. The tonnage forecast used for analysis of transfer system alternatives assumes that a 70 percent recycling rate, which is consistent with the county's Zero Waste of Resources goal, will be gradually achieved. New transfer facilities with expanded recycling and other recommendations from the Optimized Transfer Station Recycling Feasibility Study will support the 70 percent recycling goal, as will product stewardship, and other expanded waste prevention and recycling programs. Policy actions by both the county and the cities, such as implementing mandatory recycling and disposal bans, will also be necessary to achieve a 70 percent recycling rate. Without regional support, the county will not achieve the 70 percent recycling goal.
Restrictions on self-haul could reduce the need for transfer station capacity	• Dana Brekke • Jan Brekke • John Brekke (Brekke Properties, Viking Development) • Eleanor Brekke-Parks (Brekke Properties) • Nathan (surname not provided)	Self-haul restrictions were considered in several of the alternatives. While restrictions on self-haul might encourage some customers to sign up for curbside collection, the vast majority of self-haulers are not disposing of regular household waste. Restrictions on self-haul would primarily change traffic and use patterns at transfer facilities, but would not provide a significant overall reduction in the number of customers. During the review process, many stakeholders expressed concern that self-haul restrictions would increase illegal dumping.
Waste from Auburn in Pierce County is going to the Algona Transfer Station; disincentives could reduce the need for transfer capacity	• John Brekke (Brekke Properties, Viking Development) • Eleanor Brekke-Parks (Brekke Properties) • Mike Cotter (Omega	The portions of Auburn that are within Pierce County are part of the King County solid waste system and should be going to a King County facility. That tonnage is included in the forecast and provides revenue to the solid waste system.

	Riggers & Erectors) • Nathan Jay • Maribel Mesina	
Curbside collection of bulky waste could reduce need for transfer capacity	• John Brekke (Brekke Properties, Viking Development) • Eleanor Brekke-Parks (Brekke Properties) • Mike Cotter (Omega Riggers & Erectors) • Nathan Jay • Maribel Mesina	As recommended in the draft comprehensive solid waste management plan, the division will continue to work with the cities and others to explore options to increase the efficiency and reduce the price of curbside collection of bulky items, while diverting as many items as possible for reuse or recycling, which could help alleviate some self-haul traffic at facilities. In the division's 2011 survey of customers, about 12 percent of residential self-haulers said that they were coming to the transfer station because they had items too big to fit in the garbage can.
Alternative disposal methods (such as waste-to-energy, refuse derived fuel, composting, anaerobic digestion) could reduce the need for transfer station capacity	• Dana Brekke • Jan Brekke • John Brekke (Brekke Properties, Viking Development) • Nathan (surname not provided)	Most jurisdictions that use alternative disposal technologies still use transfer stations as the receiving locations where smaller vehicles take their loads for consolidation into larger loads that then go to further processing. The division is exploring options for adding alternative technologies to current and future facilities and for alternatives to disposal at the Cedar Hills landfill.
Increased use of onsite compactors at commercial properties will reduce need for transactional capacity at transfer stations	• Dana Brekke • Jan Brekke • John Brekke (Brekke Properties, Viking Development) • Nathan (surname not provided)	The majority of the self-haul transactions are currently from single family residences. The division will continue to work with cities and others to identify cost effective options for curbside collection of materials, such as bulky waste, and will track developments that lead to significant changes in transactions.
Current system has excess capacity, direct commercial haulers to underutilized facilities	• Dana Brekke • Jan Brekke • John Brekke (Brekke Properties, Viking Development)	In some areas (Shoreline and Enumclaw) there is additional capacity; however, there is not sufficient capacity in the areas served by the Algona, Factoria, or Houghton facilities. E1 considers how to make use of system capacity through directing commercial haulers to specific facilities. Directing commercial haulers is a policy change that would require

	• Eleanor Brekke-Parks (Brekke Properties)	action by the King County Council and would affect curbside collection rates for customers in the affected areas.
Restrict out-of-system self-haulers to reduce need for capacity	• Rob Aigner, Harsch Investment Properties • Dana Brekke • Jan Brekke • John Brekke (Brekke Properties, Viking Development) • Eleanor Brekke-Parks (Brekke Properties) • Mike Cotter (Omega Riggers & Erectors) • Nathan Jay • Maribel Mesina • Nathan (surname not provided) • Jeff Scott (R.W. Scott Construction)	The number of customers bringing solid waste from outside of the system does not contribute significantly to the need for transfer stations and increases revenue. The county does not encourage out-of-system customers.
Okay to exceed capacity 2021-2028	• Dana Brekke • Jan Brekke • John Brekke (Brekke Properties, Viking Development) • Eleanor Brekke-Parks (Brekke Properties) • Nathan (surname not provided)	Exceeding vehicle capacity has a variety of consequences such as the time it takes commercial haulers to unload at the transfer station, which influences curbside collection costs, and queue length which can impact local streets. The division seeks to provide adequate service in all areas of the county.
Level of Service (LOS)		
Provide original level of service	• John Brekke (Brekke	Please see Milestone Report 2 for detailed information on the level of service standards

results	Properties, Viking Development)	failures of existing urban transfer stations and what, if any, mitigation measures exist.
Reconsider LOS criteria (especially drive time and emergency capacity), drive time standard is not important	• Dana Brekke • Jan Brekke • John Brekke (Brekke Properties, Viking Development) • Eleanor Brekke-Parks (Brekke Properties) • Nathan (surname not provided)	The LOS standards were developed by regional consensus. Drive time does not appear to be a deciding factor.
Dislikes LOS system	• Dana Brekke • Jan Brekke • John Brekke (Brekke Properties, Viking Development) • Eleanor Brekke-Parks (Brekke Properties) • Nathan (surname not provided)	The criteria were developed with extensive stakeholder input as an objective method for evaluating the transfer system and reflect broad interest.
LOS capacity standards incorrectly applied/C should not be considered failing	• Eleanor Brekke-Parks (Brekke Properties) • John Brekke (Brekke Properties, Viking Development) • Mike Cotter (Omega Riggers & Erectors) • Nathan Jay • Maribel Mesina • Nathan (surname not provided)	The standard used in the 2006 Transfer System Plan was developed using transportation industry standards of measurement for capacity of roadways and intersections – called a level of service or LOS measurement. An LOS measurement is a qualitative measure based on quantitative data. For the 2006 Plan consultants were retained to refine methodology and to apply them to the transfer stations; for this analysis the division applied the same methodology. An LOS of C was the target for capacity, not a failing grade.

Include LOS data for different years/ include LOS data for each transfer station	• Dana Brekke • Jan Brekke s • John Brekke (Brekke Properties, Viking Development) • Eleanor Brekke-Parks (Brekke Properties) • Mike Cotter (Omega Riggers & Erectors) • Cindy Flanagan • Nathan Jay • Maribel Mesina • Nathan (surname not provided)	The division analyzed two different years to provide a snapshot of capacity. 2027 was used because it was the final full year that Bellevue would be part of the system. See http://your.kingcounty.gov/solidwaste/about/Planning/documents/TWMP-Alternatives-Station-Detail.pdf for more detail on individual facilities.
Detailed drive-time data show failures are isolated and limited	• John Brekke (Brekke Properties, Viking Development)	Results show that drive time LOS failures are not a significant factor in the need for transfer system upgrades. However, it is important to note that increases in drive time, whether they result in LOS failure or not, will increase collection costs for curbside customers and for self-haul customers will increase cost and greenhouse gas emissions due to longer drive times.
Drive time maps have overlaps	• Dana Brekke • Jan Brekke • John Brekke (Brekke Properties, Viking Development)	More than one facility was considered when evaluating drive times.
Disaster agreements with neighboring jurisdictions eliminate need for emergency storage	• Dana Brekke • Jan Brekke • John Brekke (Brekke Properties, Viking Development) • Nathan (surname not provided)	Any region wide disaster would likely have the same effect on neighboring jurisdictions.

Rates/Fees		
Charge differential rates	• City of Bothell • City of Kirkland • Dana Brekke • Jan Brekke • John Brekke (Brekke Properties, Viking Development) • Eleanor Brekke-Parks (Brekke Properties) • Mike Cotter (Omega Riggers & Erectors) • Nathan Jay • Maribel Mesina	A future rate study will consider differential rates that could be based on recovery of capital costs for transfer system improvements over two different time periods (through June 2028 and through December 2040) and/or other consequences of some cities not adopting the amended and restated interlocal agreement. Input on the rate study will be sought from the division's advisory committees.
Self-haul service should be charged more	• Rob Aigner, Harsch Investment Properties • John Brekke (Brekke Properties, Viking Development) • Eleanor Brekke-Parks (Brekke Properties) • Mike Cotter (Omega Riggers & Erectors) • Nathan Jay • Maribel Mesina • Jeff Scott (R.W. Scott Construction)	The fee for self-haul customers will be considered in a future rate study.
Develop a rate forecast through 2040	• City of Kenmore • City of Redmond • City of Shoreline • City of Woodinville	Decisions related to the capital program are a key input to the rate analysis. Policy decisions made through this process will be incorporated into a future rate study.

Rate discussion needs more depth	• Rob Aigner, Harsch Investment Properties	Policy decisions made through this process will be incorporated into a future rate study. For a more in depth discussion of rates see the 2012 Rate Study.
Separate rate for small business self-haulers	• Rob Aigner, Harsch Investment Properties • Dana Brekke • Jan Brekke • John Brekke (Brekke Properties, Viking Development) • Eleanor Brekke-Parks (Brekke Properties) • Mike Cotter (Omega Riggers & Erectors) • Nathan Jay • Maribel Mesina • Jeff Scott (R.W. Scott Construction)	A future rate study could consider small business self-haulers as a separate customer class.
Reduced regional direct rate would decrease demand for transfer stations	• Rob Aigner, Harsch Investment Properties • Dana Brekke • Jan Brekke • John Brekke (Brekke Properties, Viking Development) • Eleanor Brekke-Parks (Brekke Properties) • Mike Cotter (Omega Riggers & Erectors) • Nathan Jay • Maribel Mesina • Jeff Scott (R.W. Scott	By definition, "regional direct" is solid waste that has gone through a transfer station. Currently, there is not private transfer station capacity sufficient to accept the amounts of waste that were processed prior to elimination of the regional direct fee subsidy.

	Construction)	
Increase fees to match neighboring jurisdictions – higher tipping fees would reduce demand	• Rob Aigner, Harsch Investment Properties • Dana Brekke • Jan Brekke • John Brekke (Brekke Properties, Viking Development) • Eleanor Brekke-Parks (Brekke Properties) • Mike Cotter (Omega Riggers & Erectors) • Nathan Jay • Maribel Mesina • Jeff Scott (R.W. Scott Construction)	Solid waste fees are based on the cost to provide programs and services; fees are not set higher than necessary.
Interlocal Agreements		
County has not signed extended interlocal agreements	• John Brekke (Brekke Properties, Viking Development) • Eleanor Brekke-Parks (Brekke Properties) • Mike Cotter (Omega Riggers & Erectors) • Nathan Jay • Maribel Mesina	The King County Council approved Ordinance 17677 on October 21, 2013, which authorized the King County Executive to enter into amended and restated interlocal agreements with any city that is part of the King County solid waste system. The County signed the amended and restated interlocal agreements on November 6, 2013. Thirty-two cities have adopted the new ILA which extends commitment to the system through 2040.
Consider how new interlocal agreements could affect solid waste plans	• Dana Brekke • Jan Brekke • John Brekke (Brekke Properties, Viking Development)	Under the current interlocal agreements, the County is responsible for management of waste from 37 cities through June 2028, and for management of waste from 32 cities through 2040. The County will continue discussions with cities of issues arising as a result of some cities' choice not to enter into the new ILA.

	• Nathan (surname not provided)	
Give cities a deadline to sign the new interlocal agreement	• City of Kirkland • John Brekke (Brekke Properties, Viking Development) • Eleanor Brekke-Parks (Brekke Properties)	The County submitted the amended and restated ILA to the Cities for approval on December 28, 2012 with a request for a statement of interest by February 28 and action by April 30, 2013. This date was set so that the County could make the appropriate decision on refinancing debt that was primarily incurred during Bow Lake construction. Based on the response received, bonds were financed at historically low rates, to the advantage of ratepayers. April 30, 2013 was not intended as a deadline after which a city could not chose to extend its commitment to the King County solid waste system. Having as many cities as possible adopt the amended and restated ILA is in the interest of solid waste system ratepayers as it provides even greater economies of scale; therefore, the County will continue to work with those cities that have not yet signed the new ILA to encourage a longer commitment to the regional solid waste system. The County will discuss with cities how to manage the issues associated with having non-extending cities in the system. This discussion will include considerations of latecomer provisions if cities opt to extend at a later date and development of a rate structure which appropriately allocates costs among extending and non-extending cities.
Haulers' Role and Collection Costs		
Collection cost data insufficient/unreliable/requires further study	• City of Algona • Dana Brekke • Jan Brekke • John Brekke (Brekke Properties, Viking Development) • Eleanor Brekke-Parks (Brekke Properties) • Mike Cotter (Omega Riggers & Erectors) • Cindy Flanagan • Nathan Jay	The division very much appreciates the information that was provided by the commercial haulers and respects the difficulty of projecting potential cost increases without detailed studies. While specific, detailed information was not provided, throughout this process, and in past discussions related to transfer system configuration, the haulers have consistently stated that the further they must drive to reach a transfer facility, the higher the cost will be for their collection customers. CleanScapes has provided some updated information which has been incorporated into the report in Table 5. A map of the commercial hauler's collection areas can be found on the Transfer Plan review project website http://your.kingcounty.gov/solidwaste/about/Planning/documents/TWMP-SW-

	• Maribel Mesina • Nathan (surname not provided) • Jeff Scott (R.W. Scott Construction)	Collection-Service-Areas-2014-07.pdf.pdf.
Include the division's initial request for collection cost information in the report	• City of Auburn	The following email was sent to each hauler operating in King County: Thank you for your participation in the first workshop of the King County Transfer & Waste Management Plan Review. As we discussed at the meeting, the Solid Waste Division is developing alternative scenarios for reconfiguring King County's planned transfer station system. King County's current transfer station plan calls for construction of three new full-service facilities: a Northeast King County facility located north of Lake Sammamish; a South King County facility in the Auburn-Algona area; and a new Factoria facility adjacent to the current Factoria station. The Algona, Houghton, Renton, and the existing Factoria transfer facilities would all be closed. The alternative scenarios being considered all include closure of Algona, Renton, Houghton, and the existing Factoria transfer stations, except for one scenario that might keep Houghton open for self-haulers only. However, these scenarios present various options for reducing construction of new replacement transfer facilities, including: • Build Factoria and South County facilities only; • Build Northeast and South County facilities only; and • Build Northeast facility only. A summary of the current plan and alternative scenarios is attached. To fully identify the impacts of each scenario, we need input from _____ and the other haulers serving King County. We are requesting your assistance in identifying potential impacts to your operations and your customers for each scenario. We have specifically been requested by stakeholders to estimate the cost impacts to commercial collection companies associated with extra drive time and how these costs will affect the collection rates charged to residents and businesses. Given the quick timeline for this review, we would appreciate receiving input from

		_____ before the end of August if possible. If you have any questions about this request, please contact me. Further information about the Plan Review, including materials distributed at the first meeting, is available at a dedicated website: http://your.kingcounty.gov/solidwaste/about/plan-review.asp#schedule Thank you for your assistance.
Convert haulers' data to same format	• John Brekke (Brekke Properties, Viking Development)	The division attempted to provide information in a uniform manner by estimating cost per average household for some alternatives. The impacts of collection cost increases would not be uniform across the county.
Include cost impacts by city	• Dana Brekke • Jan Brekke • John Brekke (Brekke Properties, Viking Development)	This information is not available.
Include individual city and private hauler contract terms, costs and contract duration data in the report	• Dana Brekke • John Brekke (Brekke Properties, Viking Development) • Eleanor Brekke-Parks (Brekke Properties) • Mike Cotter (Omega Riggers & Erectors) • Nathan Jay • Maribel Mesina	This information is available from each city.
Cities need time to negotiate collection rates	• Rob Aigner, Harsch Investment Properties • Jan Brekke • John Brekke (Brekke Properties, Viking Development)	Cities that contract with private haulers are on individual contract cycles. In any given year, only a few cities will negotiate new contracts.

	• Eleanor Brekke-Parks (Brekke Properties) • Mike Cotter (Omega Riggers & Erectors) • Nathan Jay • Maribel Mesina • Jeff Scott (R.W. Scott Construction)	
Show haulers' base of operations on facility maps	• John Brekke (Brekke Properties, Viking Development) • Eleanor Brekke-Parks (Brekke Properties) • Mike Cotter (Omega Riggers & Erectors) • Nathan Jay • Maribel Mesina	This is information is available from the commercial haulers.
Alternative fuels will reduce collection costs	• Dana Brekke • Jan Brekke • John Brekke (Brekke Properties, Viking Development) • Eleanor Brekke-Parks (Brekke Properties) • Mike Cotter (Omega Riggers & Erectors) • Nathan Jay • Maribel Mesina • Nathan (surname not provided)	The majority of the collection vehicles already use compressed natural gas.
Haulers decide where to take	• John Brekke (Brekke Properties, Viking	In accordance with state law RCW 81.77.020 and 36.58.040, counties are prohibited from providing curbside garbage collection services. Legal authority for regulating

waste	Development) • Eleanor Brekke-Parks (Brekke Properties) • Mike Cotter (Omega Riggers & Erectors) • Nathan Jay • Maribel Mesina • Jeff Scott (R.W. Scott Construction)	collection is shared primarily between the state – acting through the Washington Utilities and Transportation Commission (WUTC) – and the cities. The WUTC sets and adjusts rates and requires compliance with the state and local adopted solid waste management plans and related ordinances. RCW 81.77 also includes a process for allowing cities to opt out of the WUTC regulatory structure and either contract directly for solid waste collection or provide city-operated collection systems. Most of the garbage, recyclables, and organics collection in the county's service area are provided by four private-sector companies – Republic Services, Inc. (formerly Allied Waste, Inc.), Waste Management, Inc., Waste Connections, Inc., and CleanScapes, Inc. Except for CleanScapes, which only provides contracted services, these companies operate both through the WUTC and service contracts with individual cities. Most of the 37 cities in the service area contract directly with one or more of these private companies for collection services. Eight cities (Beaux Arts, Black Diamond, Covington, Hunts Point, Kenmore, Medina, Woodinville, and Yarrow Point) and all of the unincorporated areas receive collection services from these private companies operating under certificates issued by the WUTC. Two cities – Enumclaw and Skykomish – provide municipal collection services within their own jurisdictions. Both the original and the amended and restated interlocal agreements assign responsibility for different aspects of solid waste management to the county and the cities. The county is assigned operating authority for transfer and disposal services, is tasked with providing support and assistance to the cities for the establishment of waste prevention and recycling programs, and is the planning authority for solid waste. Each city is the designated authority for collection services within their corporate boundaries and agrees to direct solid waste generated and/or collected within those boundaries to the King County transfer and disposal system. While a city might direct, through a service contract with a hauler, at which facility solid waste must be transferred, the County currently has no authority to do so. Alternative E1 considers a policy change that would require action by the King County Council, which would allow the division to direct haulers to a particular facility.
Have a third-party review of commercial hauler collection costs	• Dana Brekke • Jan Brekke • John Brekke (Brekke	The review process, as set by ordinance, does not include a third-party review. Were there to be a third-party review, the County could not compel the haulers to

	Properties, Viking Development) • Eleanor Brekke-Parks (Brekke Properties) • Mike Cotter (Omega Riggers & Erectors) • Cindy Flanagan • Nathan Jay • Maribel Mesina • Nathan (surname not provided) • Jeff Scott (R.W. Scott Construction)	participate.
Revise Table 5 "Collection Cost Estimate Summary" to reflect updated information	• CleanScapes	Table 5 has been revised to reflect the updated information.
Miscellaneous		
Change code regarding salvaging at transfer stations	• Dana Brekke • Jan Brekke • John Brekke (Brekke Properties, Viking Development) • Nathan (surname not provided)	State law, WAC 173-350-310, requires that scavenging (salvaging) be prohibited at intermediate solid waste handling facilities (transfer stations).
Update King County Performance Audit	• Jan Brekke • John Brekke (Brekke Properties, Viking Development)	The King County Council has included a follow-up to the 2011 Performance Audit in the County Auditor's work program. This follow-up will focus on recommendation 4 from the audit that the Solid Waste Division should update the transfer system plan to provide "systematic analysis of the incremental cost impacts of the number, capacities and functionality of the transfer stations and assessment of project financing and delivery methods".

Include adjacent land owned by King County at Factoria, Algona, Houghton, Bow Lake and other sites in retention and repair costs	• Dana Brekke • Jan Brekke • John Brekke (Brekke Properties, Viking Development) • Nathan (surname not provided)	The division considered how to repair and retain current facilities. Expansion onto adjacent property would not be considered repair and retention.
200 lineal feet not required for compactors	• Dana Brekke • Jan Brekke • John Brekke (Brekke Properties, Viking Development) • Eleanor Brekke-Parks (Brekke Properties) • Mike Cotter (Omega Riggers & Erectors) • Nathan Jay • Maribel Mesina	To safely maneuver (backing up) the tractor-trailer combination, 200 lineal feet is needed. The division considered a pull through design for the Houghton Transfer Station, but that would reduce the handling capacity by one-half.
Reconsider Milestone Report Three public/private recommendations	• Dana Brekke • Jan Brekke	Evaluation of the public/private structure of the system is outside the scope of the Transfer Plan review.
Include framework for financial policies and host city mitigation, including compensation agreements	• Dana Brekke • Jan Brekke • John Brekke (Brekke Properties, Viking Development)	These topics are outside the scope of the Transfer Plan review. The County will continue discussions with cities on these topics.
Include advantages and cost of an intermodal transfer station	• John Brekke (Brekke Properties, Viking Development)	Evaluation of an intermodal is outside the scope of the Transfer Plan review.

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April 25, 2014

The Honorable Dini Duclos
Federal Way City Councilmember
Chair, SCA Caucus of the RPC
6300 Southcenter Blvd
Tukwila, WA 98188

Dear Chair Duclos:

Thank you for your letter of April 15, 2014, requesting answers to questions the Regional Policies Committee have about the Solid Waste Plan Final Report. The report recommended the following;

- Proceed this year with a new Factoria Recycling and Transfer Station using current design and permits (with minor modifications to retain flexibility)
- Continue siting process for a South County Recycling and Transfer Station
- Work with stakeholders on developing the optimal "no-build" option for future Northeast capacity and compare trade-offs and benefits with the adopted Transfer Plan

With that in mind, we offer the following answers to your questions.

CLOSURE OF EXISTING TRANSFER STATIONS

1. Kirkland's MOU with King County provides that the "County should focus investment in part to expand, relocate, or replace, ... transfer stations when safety, efficiency, capacity, or customer services needs cannot be met by existing transfer facilities." Given that the Houghton Transfer station is the second busiest station in the system and fails to meet 18 of 26 level-of-service criteria in the Transfer Plan, and given that the County has repeatedly promised to close Houghton, how can the SWD justify anything other than closing Houghton by 2021?

Answer: The three Alternatives recommended for further evaluation – Base, E1, and E2 – all include closing Houghton in 2021.

2. Similarly, how does the SWD justify not closing Renton as scheduled by 2018?

Answer: **As part of the Transfer Plan review, the division was requested to assess whether changes could be made that could reduce future capital expenditures while still meeting desired service objectives and levels. Alternatives E1 and E2 considered keeping Renton open as means to reduce capital expenditures while maintaining a higher level of service than would be available if it were to close.**

Subsequently, the division has received input from the City of Renton opposing keeping the station open. Closure of the Renton Transfer Station would be incorporated into the further evaluation of Alternatives E1 and E2.

3. In solid waste as in realty, it is "location , location, location." What is the current population served by the Houghton station?

Answer: **The Houghton Transfer Station currently serves a population of approximately 270,000 people.**

4. If Houghton is closed without a replacement, what populations and uses would Shoreline and Factoria stations have to serve?

Answer: **Options E1 and E2 call for policy changes that would impact the populations served either by redirecting waste or limiting self-haul. Other demand management options could also be employed that could impact population served. The division is recommending a discussion of these options by the region. It is anticipated that both stations would provide services for commercial and self-haul garbage customers, recycling services, and Factoria would provide Household Hazardous Waste services.**

COST

1. What are the rate impacts of the different scenarios vs. the base plan?

Answer: **The cost per ton impacts to current rates ranged from as high as $16.39 (Base Plan) to as low as $5.16 (D***). This equates to an added cost per month for the average household of $0.34 to $1.08. Attachment 1 provides estimates based on forecasts for inflation and bond rates that were available at the time of the Transfer Plan review analysis and assume 20-year bonds at 5 percent. This chart has been corrected from a previous version to add .21 cents per ton to the average cost for scenarios that include South County. Other figures remain unchanged.**

2. What are the estimated capital costs for each of the remaining transfer stations to be built under the Base Plan and Option E? Include all costs (including but not limited to design, engineering, land acquisition, environmental studies and compliance, permitting, construction, mitigation, overhead, etc.).

Answer: See Attachment 2 – Cost and Debt Service By Facility and By Year

3. What is the annual debt service by year for each new facility in the Base Plan and Option E through 2040? List the assumptions (i.e. costs, length of bonds, interest rates, etc.) that form the basis of your calculations.

Answer: See Attachment 2– Cost and Debt Service By Facility and By Year

4. What is the rate impact for annual debt service for each new facility in the Base Plan and Option E using the most recent tonnage projections? List the yearly tonnage projections used in your calculations.

Answer: See Attachment 2 – Cost and Debt Service By Facility and By Year

5. What are the total annual estimated operating costs for each of the transfer stations in the system for the Base Plan and Option E and what is the rate impact?

Answer: Operating costs are not expected to vary significantly between alternatives, because the system must handle the same number of tons and transactions. For this reason, the division did not perform in-depth analysis of this issue. Regardless of the number of transfer stations, the number of tons and transactions remains essentially the same, requiring staff and equipment to receive, process, and transport. Transportation costs will vary depending on distance to the disposal or processing location.

The division is recommending continued evaluation of E1 and E2 and comparison with the Base Plan. More detailed operational cost analysis could be included in that evaluation.

6. Alternatives E1/E2 do not meet 12 of the 26 service criteria and only save $0.38 to $0.42 per month for the average rate-payer compared to the base plan. Do these costs include hauling costs? Alternatives E1/E2 would involve hauling further distances because the transfer stations are not distributed regionally. King County's September 2013 analysis of Alternative C showed that for that option hauling costs are a larger component of the monthly rates than the capital costs of building the new transfer station facilities. Unless the projected cost saving of between 38-cents and 42- cents per month for Alternatives E1/E2 include hauling costs, the costs may be incomplete and misleading.

Answer: **This appears to be a reference to Appendix G, which was an early evaluation tool that was replaced and superseded in the final report by the chart comparing impacts of the Base Plan and E1 and E2. The Appendix is of limited utility because the table was structured so that only a system with entirely new stations could meet all service level criteria (and if any station did not meet a particular criterion, the alternative was assigned a "no" for that criterion, even if all other stations satisfied the criterion. Ultimately, the "E" alternatives were determined to be feasible. The projected savings are for capital costs only. The division recommended additional analysis regarding costs comparing E1/E2 (or some combination) and the Base Plan.**

7. What happens to the rate if the tonnage drops and you do not meet your projections?

Answer: **Fixed costs, such as debt service, would need to be spread over a smaller base requiring either reductions in expenditures or an increase in revenue.**

8. Is there anything the County can do to cover the bond payments if the tonnage drops, short of cutting services or increasing the rate?

Answer: **The division is evaluating ways to optimize non-tip fee revenue, such as revenue from carbon credits.**

9. According to your last rate submittal, disposal operations at the Cedar Hills landfill cost approximately $13M and estimated disposal costs in 2026 after Cedar Hills closes in 2025 were $56M for waste export. What is the impact on the rate for disposal costs after Cedar Hills closes in 2025?

Answer: **In 2015, the system will save an estimated $7 to $8 per ton by disposing at Cedar Hills as compared to the cost of waste export to an out-of-county landfill. This is one of the reasons that King County's disposal costs are significantly lower than Seattle's. When Cedar Hills closes, disposal costs are expected to increase; the extent of the increase will depend on a number of factors including the disposal option(s) chosen.**

FACTORIA

1. The County has a current permit to rebuild the Factoria Transfer Station. **The permit was approved based on a certain number of vehicle transactions and certain acceptable traffic levels at the station and on local streets.** How would the E1 and E2 alternatives impact the number of vehicle transactions (both commercial and self-haul) and traffic on local streets as compared to the assumptions in the current permit?

Answer: **The number of vehicles using the Factoria Recycling and Transfer Station is expected to increase under Alternatives E1 and E2.**

2. Why do you think it is a good idea to extend the hours that the Factoria transfer station is open for self-haul to 11pm on weeknights? Who is going to think that is a good idea on a nice summer evening, when windows are open, only to hear garbage being dumped into transfer trailer beds?

Answer: **For Alternatives E1 and E2, the division modeled extended hours at Factoria to increase capacity. Unlike the current facility, the new Factoria Recycling and Transfer Station will be fully enclosed.**

LEVEL OF SERVICE

1. The County proposed two less expensive alternatives (E1 and E2) which fail to meet 12 of 26 level-of-service criteria to include standards for vehicle capacity, self-haul, recycling, and local traffic. The more expensive Base Plan satisfies all level-of-service criteria for a cost to the average rate-payer of between .38 cents to .42 cents more per month. Does the County share the concern that the E1 and E2 alternatives may create a second class transfer system and that we may regret not implementing the Base Plan?

Answer: **See comments above regarding Appendix G. The division recommends further evaluation of E1 and E2 and comparison with the Base Plan.**

2. Arrayed over the service hours of the day, what are the projected drive times for concentric bands served by Houghton compared to the next nearest existing station?

Answer: **This level of analysis is complex and costly. As a result, the division would like to understand the specific concerns to determine if other information can address the issues.**

NORTHEAST TRANSFER STATION

1. Is it true that a transfer station siting process can take years to complete and starting a siting process now to identify viable and available properties for a Northeast Transfer Station does not obligate the County to actually design or construct the station?

Answer: **A siting process is expected to take 2 to 3 years. A siting process would not obligate the County to design or construct a Northeast Recycling and Transfer Station.**

2. How certain is the SWD that no Northeast Transfer Station (NETS) is needed? What are the risks if the Solid Waste Division is wrong?

Answer: **Based on current projections, the E1 and E2 options (or some combination) provide sufficient capacity for tonnage and transactions without a new NE station. The Solid Waste Division's recommendation is to refine the E1 and E2 options to determine the optimal "no build" option and then compare the costs and benefits of that option to the Base Plan (which is more expensive, but provides higher levels of service). The Solid Waste Division agrees with the Auditor that further a regional discussion is appropriate and that options should be kept open regarding whether or when a new northeast facility would be needed.**

RECYCLING

1. During the RPC presentation we were informed that self-haulers recycle about 5% of their loads, which is well under the 52% that is recycled via curbside pick-up. If that's the case, why would we want to encourage customers to self-haul their trash to transfer stations? Wouldn't it be better to discourage that behavior by keeping curbside pick-up prices down?

Answer: **More than two-thirds of self-haul customers do use curbside service. Most self-haulers use the transfer stations to dispose of bulky materials or amounts of material that are too large to be picked up with regular curbside service, including many materials that could be recycled such as scrap metal, large loads of yard debris, large amounts of cardboard, and recyclable wood. New transfer stations facilitate expanded recycling.**

SEPA AND EIS

1. Will there be a SEPA process on a closure without opening a new northeast station to allow us to understand the impact of packer trucks and self-haulers on other highways?

Answer: **Any significant changes to the Transfer Plan would likely be subject to environmental review under SEPA, which would include traffic analysis.**

2. If King County selects an alternative (E1 or E2) to the Base Plan as recommended in the 2006 Transfer Station Plan, would the SWD be required to complete another Environmental Impact Statement to evaluate the potential environmental impacts of the alternative recommendations before the new plan could be implemented?

Answer: **It is likely that material changes to the Base Plan would require environmental review.**

TONNAGE ESTIMATES

1. In 2005, the County estimated 1.6m tons would be processed by the system in 2030. Revised tonnage estimates call for 785,000 and 860,000 tons in 2030 and 2040, respectively. How confident is the County in its revised tonnage estimates and its ability to provide service under Alternatives E1/E2?

Answer: **Forecasts are based on the best available information and based on current projections, alternatives E1 and E2 can accommodate system tonnage and transactions.**

2. Bellevue has indicated that it does not intend to sign an extended interlocal agreement (ILA) with the County, and that it will leave the system when the current ILA expires in 2028. Does the Solid Waste Division (SWD) believe that it is prudent to plan for a regional system that does not include the tonnage produced by Bellevue at this time?

Answer: **The division works to retain as much flexibility as possible while incorporating the best information available at the time, thus the current tonnage forecast does not include tonnage that is not contractually committed to the system.**

3. The fact that Bellevue has decided to not extend it ILA with the County makes planning for the future of the system challenging. A new Northeast Transfer Station is needed to handle Bellevue's tonnage. In order for both Bellevue and King County to plan, the County should establish a deadline. When should that deadline be?

Answer: **The financial polices committee of MSWMAC is evaluating latecomer provisions, which could include a recommended deadline. However, presumably, any deadline could be changed in the future if the region determined it was beneficial to do so.**

4. Even if Bellevue opts out of the County system, King County's projections show the tonnage rising back up to the current levels in upcoming years. Considering the length of time that siting a station requires, would it not be prudent to move forward with siting a NE station for the future?

Answer: **There is sufficient time for further discussions with stakeholders, and the division agrees with the Auditor that additional regional discussions on this issue are appropriate.**

5. Under Alternative E1, how will the County legally require haulers to take waste to specific transfer stations to maximize the use the system's available tonnage capacity? What enforcement mechanism will be used?

Answer: **The County would likely adopt an ordinance directing certain tonnage to specific stations. The enforcement mechanism would be identified in the ordinance.**

6. How much solid waste tonnage reduction and slower growth projections is converted to increased tonnage in new and existing recyclables, requiring more efficient and compartmentalized stations to handle it?

Answer: **The current forecast assumes a one percent annual increase in recycling until a recycling rate of 70 percent is achieved. Achieving the 70 percent recycling goal assumes that transfer stations will recycle 35 percent of the solid waste delivered by self-haul customers. Expanded recycling capabilities will be needed to achieve that goal.**

7. What are the tonnage reduction factors that would drive a closure of Houghton?

Answer: **Tonnage reduction would not be the driving factor in closing Houghton.**

8. Is it realistic to drive 18% of the system tonnage to other existing stations?

Answer: **Operational and policy changes would be needed. The division would work with stakeholders to identify which changes to pursue.**

9. What future increases in tonnage would drive a need for a new Northeast station if Houghton is closed without a replacement in place?

Answer: **The need for a new station could be driven by tonnage increases or by desire for new or improved services.**

10. By recommending the "No build" Alternatives E1 and E2, the County is gambling that its tonnage projections are correct. In 2008, the economy experienced an unforeseen recession which resulted in a significant decrease in the tonnage projections made in the 2006 Transfer Plan which indicates that the County's tonnage estimates may be wrong. The tonnage projections are based on a 70% recycling rate. However the region is only at 52%. What if the County is wrong about the recycling rate and what if the economy rebounds? What is the County's back-up plan if the tonnage estimates are too low? Would the County be willing to conduct a sensitivity analysis of their risk before excluding the Northeast Transfer Station option?

Answer: **The division is recommending continued evaluation of E1 and E2 in consultation with stakeholders. A sensitivity analysis as described above could be included in that evaluation.**

The 70 percent recycling goal was established in consultation with MSWMAC during development of the draft comprehensive solid waste management plan. MSWMAC's current work program includes revisiting that draft plan beginning in August. Reaching the 70 percent goal would require significant commitment and involvement from cities and hauler partners.

TRAFFIC IMPACTS

1. What are the traffic impacts to the north end cities from diverted trips to the Shoreline Transfer Station? What routes would diverted traffic take? What will be the impact on SR 522 and SR 104 if Houghton closes? What provisions will be made for diversions of transfer station traffic due to unforeseen detours? Will the impacted cities receive ongoing mitigation dollars for roadway repairs? If a decision is made to add to traffic in some locations for a public service, would there be mitigation payments or support for mitigation projects?

Answer: **The division would work with the region on these implementation issues, if the determination is made to redirect commercial traffic to Shoreline.**

TRANSACTIONAL CAPACITY

1. Regarding transactional capacity at a new Factoria station, there will be 2.75 times more self-haul unloading bays, almost three times the self-haul trip capacity on weekdays and three-and-a-half times more self-haul unloading bays and self-haul trip capacity on weekend days, so why does the SWD conclude that "the point of failure is managing the transactions"? (Currently, the Factoria transfer station has 4 unloading bays for self-haul and the new Factoria transfer station will have 11 unloading bays during the weekdays and 14 unloading bays during the weekend days for self-haul.)

Answer: **Currently, at Factoria waste is disposed on two sides of the pit. One side has eight self-haul stalls and the other side has four commercial stalls (commercial stalls are twice as large as self-haul stalls.) Typically, the station is operated so that commercial haulers and self-haulers do not dump across from one another, which means that only four self-haul stalls and two commercial stalls are typically used at the same time. However, the station is sometimes operated to allow dumping in all eight self-haul stalls and all four commercial stalls during busier periods to avoid excessive queuing. In addition, on weekends when commercial haulers are generally not present, eight self-haul stalls are commonly used, and the commercial side of the station may be opened to self-haul customers as needed for a maximum of 16 stalls.**

The new station will generally operate with three commercial bays and 11 self-haul bays. However, the flat floor design provides significantly more flexibility than the current outdated pit design. The operating area can be reconfigured as demand changes between the time of day, week, or year. This will allow us to reallocate the available space based on the type of customer demand being served.

2. What operational changes can be made to the system to handle sufficient transaction/vehicle capacity (e.g. longer hours, build second compactor at Factoria now and add queuing lane, etc.)?

Answer: **There is potential for adding a scale and a queuing lane at Factoria, among other options (and an additional compactor is proposed to be included in the current construction contract). The division would work with stakeholders to identify preferred options.**

3. What is the maximum vehicular and transactions capacity of the system? Does the calculation assume the closure of Houghton and Renton open or the closure of both stations?

Answer: **See Attachment 3. To determine capacity, the division extrapolates based on the historical inflow of both tons and vehicles on an hourly basis. Considering these well-established patterns provides a more accurate picture of how a station will actually function rather than averaging activity across all days or hours.**

OTHER

1. Has mandatory curbside collection, that some cities already have, been considered?

Answer: **The County cannot require cities to institute mandatory collection, and there is still demand for self-haul services from residents and businesses in cities with mandatory collection. Over 80 percent of our self-haul customers have curbside collection services, so a mandatory system would not likely make a significant difference in our self-haul transactional volume.**

2. Can the system incentivize commercial haulers to utilize the Cedar Hills Landfill and bypass the transfer stations (using the Regional Direct Rate)?

Answer: **When the Regional Direct rate was increased, most tonnage that previously went directly to Cedar Hills went to Bow Lake instead. As a result, it is not anticipated that adjusting the Regional Direct rate would address capacity issues in NE King County. Pages 45 and 46 of the Transfer Plan Review Final Report provide more detailed information.**

QUESTIONS FOR THE AUDITOR

Three additional questions in your letter were identified as better directed to the King County Auditor. I understand that those questions have since been responded to directly by Audit staff.

Thank you again for taking the time to write. If you have any further questions or concerns, please feel free to contact me at 206-477-4501 or by email at pat.mclaughlin@kingcounty.gov.

Sincerely,

Pat D. McLaughlin
Division Director

cc: Sound Cities Association Board of Directors
Sound Cities Association Public Issues Committee
Sound Cities Association Mayors and Managers/Administrators
Metropolitan King County Councilmembers
ATTN: Michael Woywod, Chief of Staff
Anne Noris, Clerk of the Council
King County Regional Policy Committee
Ben Thompson, Deputy Auditor, King County Auditor
Bob Thomas, Senior Principal Management Auditor, King County Auditor
Dow Constantine, King County Executive
Diane Carlson, Director of Regional Initiatives, King County Executive's Office Christie True, Director, Department of Natural Resources & Parks (DNRP) Kevin Kiernan, Assistant Division Director, Solid Waste Division (SWD), DNRP Diane Yates, Intergovernmental Liaison, SWD, DNRP

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MEMORANDUM

DATE: April 18, 2014

TO: Councilmember Dini Duclos, Federal Way City Council
Chair, Sound Cities Association Caucus of the Regional Policy Committee

FROM: Kymber Waltmunson, King County Auditor

SUBJECT: Questions for the Auditor's Office regarding the Follow-up on the 2011 Performance Audit of Solid Waste Transfer Station Capital Projects

Thank you for your letter of April 15, 2014, and your interest in the management letter we issued in March 2014 as part of our follow-up to our 2011 performance audit. Both the original audit and the follow-up are posted on our webpage, www.kingcounty.gov/auditor. As you may know, our original audit recommended an update of the 2006 Solid Waste Transfer and Waste Management Plan (Plan) with an analysis of the functionalities and the cost impacts of the number and capacities of the transfer stations. The main reason for this recommendation was our finding in 2011 that the information and analyses underlying the 2006 Plan, especially the tonnage forecast, were out of date.

Now, with the revised forecast showing even lower waste tonnage, implementing our recommendation remains important. We are encouraged that work began on the update last year and that the Solid Waste Division (SWD) is currently engaged in an iterative process wherein stakeholder input can help to improve the Plan.

Our answers to the three questions you directed to the auditor follow.

Question 1:
Regarding the Northeast Transfer Station and Financial Risk from Overbuilding:
In your independent review of the Solid Waste Transfer System, why did you conclude there is no need for a new Northeast transfer station and overbuilding poses a financial risk?

We welcome this opportunity to clarify what the report says on the matter of a new northeast transfer station. It is important to note that we did *not* conclude there is no need for a new northeast transfer station. Here are two passages from our management letter that are pertinent to your question:

> Based on SWD analyses and our review, service demands warrant the completion of a Factoria Transfer Station and provision of a South County Regional Transfer Station (SCRTS). The analyses also indicate, however, that there will be adequate tonnage and transaction capacity within the system as a whole without a new Northeast Regional Transfer Station (NERTS).

Given all of the uncertainties with planning assumptions, the County and its partners should consider keeping options open as to whether or when a northeast facility would be needed and whether or when to close or limit the types of transactions at Houghton and Renton.

What our modeling showed was that, in the case of tonnage handling, there would be sufficient systemwide tonnage-handling capacity without a northeast station based on the currently planned number of compactors and hours of operations by the time Factoria would be built, and then especially if a new south facility comes on board to replace Algona. The same was true for systemwide transactional capacity. See more about capacity in our answer to your other two questions below.

We also found, however, that with the closure of Renton and Houghton, and without a new northeast station, there could be problems at Factoria in handling self-haul transactions during the busiest years in the planning period at certain times per day. The reason this could happen, despite the overall adequate system capacity, is that each station has its own transaction-handling capacity per hour, which can be surpassed if customers arrive in large numbers during certain periods. These potential problems, in terms of wait times and queues, could be addressed through a number of strategies as detailed in our report, and as SWD has outlined in its presentation to the Regional Policy Committee on April 9, 2014.

Building a northeast station would be one way to address transactional capacity issues and hence we would not say, without exception, that there is no need for the station; but there are many other ways as well to deal with the transactional capacity issue. A financial risk results from committing to build a facility that may not be needed if there are other, less expensive ways to handle customer service issues. Once a facility is built the decision cannot be undone. Maintaining flexibility in decision-making now could position the County and its partners to respond to changing conditions and new technology.

Questions 2 and 3:

Regarding Maximum Capacity of Transfer Station System:
What is the maximum tonnage capacity of the transfer station system today (2014), not the amount of tons handled, but the maximum capacity that could be handled?
What is the maximum tonnage capacity of the transfer station system once it is built-out with a new Factoria and South King County transfer stations?

Regarding Transactional Capacity at Factoria: What is the transactional capacity for the new Factoria transfer station and how does this compare with the transactional capacity today?

Regarding questions 2 and 3, some caveats about assumptions and how information is portrayed are important to consider. Based on information provided to us from SWD for the newer stations (Shoreline, Bow Lake, Factoria, SCRTS, and NERTS) the upward limiting factors for tonnage handling are the number and capacity of the compactors and the hours of operations. For transactions, some of the key limiting factors include hours of operation, the number of stalls, and how vehicles are processed in and out of the station.

We mention these caveats, because there are different ways that capacity can be portrayed yet still be accurate. For example, the Shoreline Transfer Station currently has one compactor installed, but has space and was designed for adding a second compactor. Its upward limiting capacity can therefore be portrayed both as 100 tons per hour with one compactor, or 200 tons per hour if the second compactor is installed. Similarly, the planning concept for SCRTS is to have one compactor initially in operation but the ability to operate two.

The way council staff presented and explained tonnage and transactional capacity estimates at the Council's Committee of the Whole meeting on April 16, 2014 was helpful. Council staff used the same numbers we have, and described how they got to their estimates. They also appropriately mentioned that the numbers were theoretical in terms of what tons and transactions could be handled if arrivals of customers could be spread out to make full utilization of capacity.

The Committee of the Whole's agenda materials for April 16, 2014, which include the council staff PowerPoint presentation materials and the capacity estimates are linked here. The PowerPoint can be found as attachment 14 to agenda item 7. Since these estimates are based on the same information we have, and were fairly presented, we refer you to those estimates in answer to your questions.

cc: King County Councilmembers
King County Regional Policy Committee
Sound Cities Association
Christie True, Director, Department of Natural Resources and Parks
(DNRP) Pat McLaughlin, Director, Solid Waste Division, DNRP
Ben Thompson, Deputy County Auditor, King County Auditor's Office (KCAO)
Bob Thomas, Senior Principal Management Auditor, KCAO

Appendix J: Comments Received

http://your.kingcounty.gov/solidwaste/about/Planning/documents/TWMP-Comments-on-Report.pdf

KIRKLAND CITY COUNCIL REGULAR MEETING MINUTES
September 20, 2016

1. CALL TO ORDER

   a. Mayor Walen called the Study Session to order at 6:00 p.m.

2. ROLL CALL

   Motion to Excuse Councilmember Marchione's absence.
   Moved by Councilmember Dave Asher, seconded by Councilmember Penny Sweet
   Vote: Motion carried 6-0
   Yes: Deputy Mayor Jay Arnold, Councilmember Dave Asher, Councilmember Shelley Kloba, Councilmember Toby Nixon, Councilmember Penny Sweet, and Mayor Amy Walen.

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

3. STUDY SESSION

   a. Surface Water Design Requirements Update

      Joining Councilmembers for this discussion were City Manager Kurt Triplett, Public Works Director Kathy Brown, Surface Water Engineering Supervisor Jenny Gaus and Surface Water Utility Engineer Kelli Jones.

4. EXECUTIVE SESSION

   a. To Discuss Pending and Potential Litigation

      Mayor Walen announced that Council would enter into executive session to discuss pending and potential litigation and would return to regular meeting at 7:30 p.m. City Clerk Assistant Cheri Aldred announced at 7:30 p.m. that Council would require an additional 15 minutes and would return at 7:45 p.m., which they did. Also attending the session were City Manager Kurt Triplett, Deputy City Managers Marilynne Beard and Tracey Dunlap, City Attorney Kevin Raymond, Chief Information Officer Brenda Cooper, Director of Finance and Administration Michael Olson, City Clerk Kathi Anderson, Public Disclosure Analyst Amy Robles and Attorney Ramsey Ramerman.

5. HONORS AND PROCLAMATIONS

a. National Pollution Prevention Week Proclamation

Public Works Director Kathy Brown and Water Quality Program Coordinator Ryean-Marie Tuomisto accepted the proclamation from Mayor Walen and Councilmember Asher.

b. Welcoming Week Proclamation

Debbie Lacey, representing the Eastside Refugee and Immigrant Coalition, accepted the proclamation from Mayor Walen and Councilmember Kloba.

6. COMMUNICATIONS

a. Announcements

b. Items from the Audience

c. Petitions

7. SPECIAL PRESENTATIONS

None.

8. CONSENT CALENDAR

a. Approval of Minutes:

(1) September 6, 2016

(2) September 6, 2016

b. Audit of Accounts:
Payroll $3,214,767.75
Bills $4,583,179.83
run #1554 checks #604866 - 605028
run #1555 checks #605055 - 605196
run #1556 checks #605197 - 605231
run #1557 checks #605232 - 605331

c. General Correspondence

d. Claims

Claims received from Jenny Li, Krista Prevedel and Puget Sound Energy were acknowledged via approval of the consent calendar.

e. Award of Bids

f. Acceptance of Public Improvements and Establishing Lien Period

g. Approval of Agreements

(1) Resolution R-5209, entitled "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KIRKLAND DECLARING THE PROPERTY AT 505 MARKET STREET, KIRKLAND, WASHINGTON TO BE SURPLUS TO THE NEEDS OF THE CITY FOR OWNERSHIP OF REAL PROPERTY AND AUTHORIZING THE SALE OF SAID PROPERTY."

h. Other Items of Business

(1) Report on Procurement Activities

Motion to Approve the Consent Calendar.
Moved by Councilmember Dave Asher, seconded by Councilmember Penny Sweet
Vote: Motion carried 6-0
Yes: Deputy Mayor Jay Arnold, Councilmember Dave Asher, Councilmember Shelley Kloba, Councilmember Toby Nixon, Councilmember Penny Sweet, and Mayor Amy Walen.

9. PUBLIC HEARINGS

a. Proposed Revenue Sources for 2017-2018 Budget

Financial Planning Manager Tom Mikesell provided an overview of the budget process; he and Director of Finance and Administration Michael Olson responded to Council questions. Mayor Walen opened the public hearing, no testimony was offered and the Mayor closed the hearing.

10. UNFINISHED BUSINESS

a. Utility Rates Process Overview – Part 2

Deputy City Manager Tracey Dunlap provided some information as a follow-up to questions from the Council from the previous Utility Rates Process Overview - Part 1. Senior Accountant Nancy Otterholt and Solid Waste Program Supervisor John MacGillivray briefed the Council on the updated utility rate projections, reviewed the process for rate development and received Council feedback and direction for preparation of rate ordinances for consideration at the October 4, 2016 City Council regular meeting.

Council recessed for a short break.

11. NEW BUSINESS

a. Transportation Commission Mission Statement and 2016-2017 Work Plan

Transportation Engineering Manager Joel Pfundt reviewed the proposed update to the Transportation Commission's mission statement and 2016-2017 work plan for Council consideration.

(1) Ordinance O-4531, Updating the Powers and Duties of the Transportation Commission.

Motion to Approve Ordinance O-4531, entitled "AN ORDINANCE OF THE CITY OF KIRKLAND UPDATING THE POWERS AND DUTIES OF THE TRANSPORTATION COMMISSION."
Moved by Councilmember Dave Asher, seconded by Deputy Mayor Jay Arnold
Vote: Motion carried 6-0
Yes: Deputy Mayor Jay Arnold, Councilmember Dave Asher, Councilmember Shelley Kloba, Councilmember Toby Nixon, Councilmember Penny Sweet, and Mayor Amy Walen.

Motion to Amend Ordinance O-4531, by adding the words "at least" before the word "annually" on line 16 of the ordinance.
Moved by Councilmember Dave Asher, seconded by Councilmember Shelley Kloba
Vote: Motion carried 6-0
Yes: Deputy Mayor Jay Arnold, Councilmember Dave Asher, Councilmember Shelley Kloba, Councilmember Toby Nixon, Councilmember Penny Sweet, and Mayor Amy Walen.

(2) Resolution R-5207, Pertaining to the Adoption of the 2016-2017 Transportation Commission Work Plan.

Motion to Approve Resolution R-5207, entitled "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KIRKLAND PERTAINING TO THE ADOPTION OF THE 2016-2017 TRANSPORTATION COMMISSION WORK PLAN."
Moved by Councilmember Dave Asher, seconded by Councilmember Penny Sweet
Vote: Motion carried 6-0
Yes: Deputy Mayor Jay Arnold, Councilmember Dave Asher, Councilmember Shelley Kloba, Councilmember Toby Nixon, Councilmember Penny Sweet, and Mayor Amy Walen.

b. Resolution R-5208, Amending the Timeline of Resolution R-5607 Relating to Planning and Land Use and Accepting the Recommendation of the Kirkland Planning Commission to Defer Action on the Houghton/Everest Neighborhood

Center Citizen Amendment Requests Until the Completion of the Comprehensive Plan (File CAM13-00465, #14).

Motion to Approve Resolution R-5208, entitled "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KIRKLAND AMENDING THE TIMELINE OF RESOLUTION R-5067 RELATING TO PLANNING AND LAND USE AND ACCEPTING THE RECOMMENDATION OF THE KIRKLAND PLANNING COMMISSION TO DEFER ACTION ON THE HOUGHTON/EVEREST NEIGHBORHOOD CENTER CITIZEN AMENDMENT REQUESTS UNTIL THE COMPLETION OF THE COMPREHENSIVE PLAN (FILE CAM13-00465, #14)."
Moved by Councilmember Dave Asher, seconded by Deputy Mayor Jay Arnold
Vote: Motion carried 6-0
Yes: Deputy Mayor Jay Arnold, Councilmember Dave Asher, Councilmember Shelley Kloba, Councilmember Toby Nixon, Councilmember Penny Sweet, and Mayor Amy Walen.

12. REPORTS

a. City Council Regional and Committee Reports

Councilmembers shared information regarding a recent Sound Cities Association Networking Dinner where Representative McBride received the Association of Washington Cities 2016 City Champion Award; the John Muir Elementary Parent Teacher Student Association Back to School night; the Sound Cities Association Public Issues Committee meeting; an All Home Coordinating Committee meeting; a King County Domestic Violence Initiative meeting; a King County Board of Health meeting; Salmon Recovery Council meeting; a King County Metropolitan Solid Waste Advisory Committee meeting; a King County Emergency Management Advisory Committee; a King County Regional Water Quality Committee; the Greater Kirkland Chamber of Commerce Public Policy Committee meeting; an Eastside Rail Corridor Regional Advisory Council meeting; the Kirkland Police Department Promotions Ceremony; an Association of Washington Cities Legislative workgroup meeting; the Kirkland Home Tour; the Attain Housing's Fall Benefit Dinner and Auction; and the 9/11 anniversary flag display downtown.

Motion to Dedicate the remaining profit from the sale of the 505 Market Street building, above and beyond the amount of revenue previously budgeted for that sale, to the purchase of affordable housing.
Moved by Councilmember Dave Asher, seconded by Councilmember Penny Sweet

Motion to Amend the motion to direct the City Manager to bring the Council options for projects to which the excess profit could be dedicated.
Moved by Deputy Mayor Jay Arnold, failed due to lack of second.

Motion to Table the motion to the next regular Council meeting.
Moved by Deputy Mayor Jay Arnold, seconded by Councilmember Dave Asher

Vote: Motion carried 6-0
Yes: Deputy Mayor Jay Arnold, Councilmember Dave Asher, Councilmember Shelley Kloba, Councilmember Toby Nixon, Councilmember Penny Sweet, and Mayor Amy Walen.

b. City Manager Reports

(1) Calendar Update

City Manager Kurt Triplett reported on a proposed neighborhood summit on January 9, 2017, where the Kirkland Alliance of Neighborhoods and the City of Kirkland will be partnering to bring Peter Kaguyama (For the Love of Cities) to present. Mr. Triplett also reported that the Houghton Transfer Station update is scheduled for the October 4 Council meeting; and the All City Dinner is September 22. Councilmember Nixon requested that the issues concerning the LEOFF I retirees be referred to the council Legislative Committee. Councilmember Nixon also referenced the upcoming Walk to School week and requested that staff research any participation options.

13. ITEMS FROM THE AUDIENCE

None.

14. ADJOURNMENT

The Kirkland City Council regular meeting of September 20, 2016 was adjourned at 10:16 p.m.

City Clerk

Mayor

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

MEMORANDUM

To: Kurt Triplett, City Manager

From: Kathi Anderson, City Clerk

Date: September 27, 2016

Subject: CLAIM(S) FOR DAMAGES

RECOMMENDATION

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

POLICY IMPLICATIONS

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

BACKGROUND DISCUSSION

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

(1) Abbie Holand
12821 NE 144th Way
Kirkland, WA 98034

Amount: $332.16

Nature of Claim: Claimant states damage to vehicle resulted from striking a loose 8" metal cover in the roadway while driving west bound on NE 132nd Street.

(2) Chris McQuillan
8542 NE 7th Street
Medina, WA 98039

Amount: $317.93

Nature of Claim: Claimant states damage to vehicle resulted from a rock striking the grill while City road crew was clearing debris on Juanita Drive at 80th Avenue NE.

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

CITY OF KIRKLAND
Planning and Building Department
123 5th Avenue, Kirkland, WA 98033
425.587.3600- www.kirklandwa.gov

MEMORANDUM

To: Kurt Triplett, City Manager

From: Joan Lieberman-Brill, AICP, Senior Planner
Paul Stewart, AICP, Deputy Planning Director
Eric Shields, AICP, Planning Director

Date: September 20, 2016

Subject: 2016 City Initiated Comprehensive Plan Amendment (CAM16-02078)

RECOMMENDATION

Adopt the enclosed ordinance amending the Comprehensive Plan by adding a "Facility Project Table" to the Capital Facilities Plan, consistent with the recommendation of the Planning Commission and Houghton Community Council.

BACKGROUND DISCUSSION

The amendment is included as Exhibit A to the ordinance.

On September 8, 2016, the Planning Commission (PC) and Houghton Community Council (HCC) held a joint public hearing to amend the Comprehensive Plan, and both bodies unanimously recommended adoption. Attachment 1 to this memorandum is the PC recommendation. The amendment adds a Facility Project Table to the Capital Facilities Plan contained in the Capital Facilities Element of the Comprehensive Plan. It was inadvertently omitted from the Capital Facilities Plan during the 2015 adoption of the 2035 Comprehensive Plan. This amendment is necessary in order to bring the Capital Facilities Plan into consistency with the current 2015 – 2020 Capital Improvement Program (CIP).This preserves funding options for facility projects like the City Hall remodel and Maintenance Center expansion.

A summary of the proposed amendment is available in the joint PC and HCC September 8 public hearing memorandum.

The SEPA addendum and notice or availability are attached

Following City Council action, the amendment will be considered by the HCC at its October 24, 2016 meeting.

Attachments:
1. Planning Commission Recommendation
2. SEPA Addendum and Notice of Availability.

cc: CAM16-02078
Planning Commission
Houghton Community Council
Kirkland Neighborhood Associations
Kirkland Alliance of Neighborhoods
Kirkland Chamber of Commerce

Attachment 1

CITY OF KIRKLAND
PLANNING AND BUILDING DEPARTMENT
123 5TH AVENUE, KIRKLAND, WA 98033
425.587.3600 - www.kirklandwa.gov

MEMORANDUM

DATE: September 20, 2016

TO: City Council

FROM: Eric Laliberte, Planning Commission Chair

SUBJECT: **Recommendation to Adopt a Comprehensive Plan Facility Project Table (CAM13-01249)**

Introduction

We are pleased to submit the recommended Comprehensive Plan Amendment for consideration by the City Council.

This amendment will bring the Capital Facilities Element Capital Facilities Plan (CFP) into consistency with the current 2015-2020 Capital Improvement Program (CIP) by adding a Facility Projects Table. It was inadvertently omitted during the December 2015 adoption of the GMA 2015-2035 Plan update. It is necessary to add this table to bring the CFP into consistency with the current CIP.

The facility project table supports the land use plan with funded facility projects to meet our adopted levels of service. This amendment will ensure that revenue sources remain available to fund facility capacity projects.

This amendment is within the jurisdiction of the Houghton Community Council (HCC) and was reviewed and recommended for approval by the Community Council, at the joint Planning Commission (PC) and HCC public hearing on September 8, 2016. Both the Planning Commission and Houghton Community Council unanimously recommend adoption of the 2013 Comprehensive Plan amendments.

Background

Links to the staff memorandum and audio recording for the joint PC and HCC public hearing, are provided below:

September, 8 2013 joint PC/HCC public hearing Memorandum, and Video

Draft minutes are Exhibit A to this memorandum.

Public Process & Participation

Notice of the public hearing was provided to the Seattle Times, the Neighborhood Associations and Kirkland Alliance of Neighborhoods. In addition, notice was sent to the Kirkland Chamber of Commerce.

No study session was held on this project. At the joint hearing, no one spoke or submitted comments.

Exhibit A: Draft Minutes

cc: CAM16-02078
Planning Commission
Houghton Community Council
Kirkland Neighborhood Associations
Kirkland Alliance of Neighborhoods
Kirkland Chamber of Commerce

DRAFT

KIRKLAND PLANNING COMMISSION
September 08, 2016

1. CALL TO ORDER/ROLL CALL (7:00 PM)

Members Present: Eric Laliberte - Chair, Colleen Cullen - Vice Chair, Glenn Peterson, Carter Bagg, Mike Miller, Sandeep Singhal , Mathew Pruitt, John Kappler - HCC, John Kappler - HCC Vice Chair, Betsy Pringle - HCC, Rick Whitney - HCC Chair, Kelli Curtis - HCC, and Elsie Weber - HCC.

Members Absent: Brian Gawthrop - HCC, and Bill Goggins - HCC.

Staff Present: Paul Stewart - Deputy Planning Director, Jeremy McMahan - Planning Manager, Eric Shields - Planning Director, Joan Lieberman-Brill - Senior Planner, Dorian Collins - Senior Planner, Angela Ruggeri - Senior Planner, and Jeannie Dines - Recording Secretary.

(Commissioner Peterson was not present for Roll Call but arrived at 7:02 PM.)

2. ANNOUNCEMENT OF AGENDA (7:00 PM)

2. ANNOUNCEMENT OF AGENDA (7:01 PM)

3. COMMENTS FROM THE AUDIENCE - None (7:01 PM)

4. PUBLIC HEARING (7:01 PM)

A. 2016 Comprehensive Plan Amendment to add Facility Project Table to Capital Facilities Plan, File No. CAM16-02078, ADDRESS: Citywide

Senior Planner Joan Lieberman-Brill recommended HCC and PC hold a joint public hearing and make a recommendation to CC adopt anew facilities project table contained in the CF element of the CP. She reviewed the Facilities Projects table which was inadvertently omitted from the CP.

Public Testimony There was no public testimony. Chair Laliberte closed the public hearing.

Ms. Liberman-Brill responded to HCC questions and HCC deliberation commenced.

Motion to recommend approval of amendment to the Capital Facilities Plan.
Moved by John Kappler - HCC Vice Chair, seconded by Betsy Pringle - HCC

Vote: Motion carried 5-0
Yes: John Kappler - HCC, John Kappler - HCC Vice Chair, Betsy Pringle - HCC, Rick Whitney - HCC Chair, and Kelli Curtis - HCC.

Ms. Lieberman-Brill responded to Commission questions and Commission deliberations commenced.

DRAFT

Motion to adopt amendment to CFP by incorporating the facility project table.
Moved by Glenn Peterson, seconded by Mike Miller

Vote: Motion carried 7-0
Yes: Eric Laliberte - Chair, Colleen Cullen - Vice Chair, Glenn Peterson, Carter Bagg, Mike Miller, Sandeep Singhal , and Mathew Pruitt.

B. Content Neutral Sign Regulations, File No. CAM16-00954, ADDRESS: Citywide

Senior Planner Dorian Collins presented the staff report related to Phase 1 of sign regulations regarding sign neutrality. She described the zoning code amendment process, background and project scope, proposed amendments, and next steps.

Public Testimony There was no public testimony. Chair Laliberte closed the public hearing.

Ms. Collins and Planning Director Eric Shields responded to Commission and HCC questions. HCC and Commission deliberations commenced.

Motion to recommend to Council approval of the proposed amendments with #2 as the option for section 100.5.9.
Moved by Betsy Pringle - HCC, seconded by Elsie Weber - HCC

Vote: Motion carried 5-0
Yes: John Kappler - HCC Vice Chair, Betsy Pringle - HCC, Rick Whitney - HCC Chair, Kelli Curtis - HCC, and Elsie Weber - HCC.

Motion to recommend to the City Council approval of Chapter 100.5 with option #2 to for Section 100.15.9.
Moved by Mike Miller, seconded by Colleen Cullen - Vice Chair

Vote: Motion carried 7-0
Yes: Eric Laliberte - Chair, Colleen Cullen - Vice Chair, Glenn Peterson, Carter Bagg, Mike Miller, Sandeep Singhal , and Mathew Pruitt.

5. STUDY SESSION (7:42 PM)

A. Houghton/Everest Neighborhood Center Plan & 6th Street Corridor Study, File No. CAM12-00639, ADDRESS: Houghton/Everest Neighborhood Center and 6th Street Corridor Study

Ms. Lieberman-Brill provided an update regarding progress on the Houghton/Everest Neighborhood Center & 6th Street Corridor Study. She responded to HCC and Commission questions and HCC and the Commission provided input.

6. READING AND/OR APPROVAL OF MINUTES (7:58 PM) None

7. ADMINISTRATIVE REPORTS AND PLANNING COMMISSION DISCUSSION (7:58 PM)

A. City Council Actions

Mr. Shields reported the Council adopted a 100-foot marijuana buffer regulations.

DRAFT

B. Hearing Examiner Actions

C. Public Meeting Calendar Update September 22 – All City Dinner September 29 – Special Meeting: Joint Public Hearing with HCC on Critical Area Regulations and study session on Low Impact Development (LID) Standards

A joint HCC/PC public hearing regarding low impact development regulations was tentatively scheduled on Monday, October 24. Chair Laliberte and Commission Bagg were not available and Commissioner Pruitt was unsure. HCC Curtis was unable to attend. Due to the All City Dinner on September 22, the Planning Commission meeting was rescheduled to September 29.

8. COMMENTS FROM THE AUDIENCE (8:03 PM)

1. Lisa McConnell, Chair, Central Houghton Neighborhood.

2. Sandy Helgeson, Houghton Neighborhood. Ms. Helgeson and Ms. Lieberman-Brill responded to HCC questions.

3. Pam Keesell, Houghton.

Ms. McConnell provided additional information.

9. ADJOURNMENT

8:20

Chair
Kirkland Planning Commission

NOTICE OF AVAILABILITY
September 8, 2016

The City of Kirkland has issued an addendum to the Draft and Final Environmental Impact Statement for the *City of Kirkland 2015 Comprehensive Plan Update & Totem Lake Planned Action- Draft and Final Environmental Impact Statement*. The Draft and Final EIS were issued in June, 2015, and November, 2015, respectively. The subject of the EIS addendum is a City-initiated proposal to adopt a Capital Facilities Plan Facility Projects Table that will be added to the Capital Facilities Element of the Comprehensive Plan. File No. CAM16-02078.

The following steps have occurred or will occur in the City of Kirkland's review of this proposal: joint public hearing was conducted by the Planning Commission and Houghton Community Council on September 8, 2016, decision and action by City Council will occur on September 20, 2016, and final approval by Houghton Community Council on October 24, 2016. The dates of the City Council and Houghton Community Council meetings are subject to change.

If you wish to receive a copy of the proposed Facility Projects Table or the EIS Addendum, or have any questions, please contact Joan Lieberman-Brill, Senior Planner, at 425.587.3254. You may also send requests for copies via e-mail, at jbrill@kirklandwa.gov.

cc: File: CAM16-02078

Fact Sheet

Action Sponsor and Lead Agency	City of Kirkland Planning and Building Department
Proposed Action	Legislative adoption of amendment to the Capital Facilities Element of the Comprehensive Plan to add a Facilities Project Table to the Capital Facilities Plan, pursuant to Chapter 140 and 160 KZC (Comprehensive Plan Amendment and Process IV, respectively).
Responsible Official	 _____ **Paul Stewart, AICP** **Acting Planning Director**
Contact Person	Joan Lieberman-Brill, Senior Planner, City of Kirkland (425) 587-3254.
Required Approvals	Adoption by Kirkland City Council. Approval by Houghton Community Council for amendments within its jurisdiction.
Location of Background Data	File CAM16-02078 City of Kirkland Planning and Building Department 123 Fifth Avenue Kirkland, WA 98033
Date of Issuance	September 8, 2016

City of Kirkland

Process IV: Amendment to the Comprehensive Plan Capital Facilities Element Capital Facilities Plan

EIS Addendum dated September 8, 2016

File No. CAM16-02078

I. Background

The City of Kirkland proposes to adopt an amendment to add a Facilities Project Table to the Capital Facilities Plan contained in the Capital Facilities Element of the Comprehensive Plan, which was inadvertently omitted during the 2015 Comprehensive Plan update, adopted in December 2015. The amendment will be reviewed using the Chapter 160 KZC, Process IV with adoption by the City Council and final approval by the Houghton Community Council as the amendments are within their jurisdiction.

This Environmental Impact Statement (EIS) Addendum is intended to fulfill the environmental requirements pursuant to the State Environmental Policy Act (SEPA) for the proposed Comprehensive Plan amendment.

II. EIS Addendum

According to the SEPA Rules, an EIS addendum provides additional analysis and/or information about a proposal or alternatives where their significant environmental impacts have been disclosed and identified in a previous environmental document (WAC 197-11-600(2). An addendum is appropriate when the impacts of the new proposal are the same general types as those identified in the prior document, and when the new analysis does not substantially change the analysis of significant impacts and alternatives in the prior environmental document (WAC 197-11-600(4)(c), -625 and –706).

The City published the *City of Kirkland 2015 Comprehensive Plan Update &Totem Lake Planned Action- Draft and Final Environmental Impact Statement*. This EIS addressed the 2015 Comprehensive Plan, Zoning Code and Zoning Map updates required by the Washington State Growth Management Act (GMA). Elements of the environment addressed in this EIS include population and employment growth, earth resources, air quality, water resources, plants and animals, energy, environmental health (noise, hazardous materials), land use, socioeconomics, aesthetics, parks/recreation, transportation, and public services/utilities.

This addendum to the *City of Kirkland 2015 Comprehensive Plan Update & Totem Lake Planned Action- Draft and Final Environmental Impact Statement* is being issued pursuant to WAC 197-11-625 to meet the City's SEPA responsibilities. The EIS evaluated plan alternatives and impacts that encompass the same general policy direction, land use pattern, and environmental impacts that are expected to be associated with the proposed amendment to the Capital Improvement Plan and discussed herein. While the specific location, precise magnitude, or timing of some impacts may vary from those estimated in the *City of Kirkland 2015 Comprehensive Plan Update & Totem Lake Planned Action – Draft and Final Environmental Impact Statement*, they are still within the range of what was evaluated and disclosed there. No new significant impacts have been identified.

III. Non-Project Action

Decisions on the adoption or amendment of zoning ordinances are referred to in the SEPA rules as "non-project actions" (WAC 197-11-704(2)(b)). The purpose of an EIS in analyzing a non-project action is to help the public and decision-makers identify and evaluate the environmental effects of alternative policies, implementation approaches, and similar choices related to future growth. While plans and regulations do not directly result in alteration of the physical environment, they do provide a framework within which future growth and development – and resulting environmental impacts – will occur. Both the adoption of the Comprehensive Plan evaluated in the *City of Kirkland 2015 Comprehensive Plan Update & Totem Lake Planned Action – Draft and Final Environmental Impact Statement* and eventual action on the amendment to add the Facility Project Table to the Capital Facilities Plan in the Capital Facilities Element of the Comprehensive Plan are "non-project actions".

IV. Environmental Analysis

The *City of Kirkland 2015 Comprehensive Plan Update & Totem Lake Planned Action – Draft and Final Environmental Impact Statement* evaluated the environmental impacts associated with adoption of proposed policies and land use designations. The plan's policies are intended to accomplish responsibilities mandated by the Washington State Growth Management Act (GMA), and to mitigate the impacts of future growth. In general, environmental impacts associated with the proposed Comprehensive Plan amendment are similar in magnitude to the potential impacts disclosed in the *City of Kirkland 2015 Comprehensive Plan Update & Totem Lake Planned Action – Draft and Final Environmental Impact Statement*. As this proposal is consistent with the policies and designations of the Comprehensive Plan and the environmental impacts disclosed in the *City of Kirkland 2015 Comprehensive Plan Update and Totem Lake Planned Action – Draft and Final Environmental Impact Statement*, no additional

or new significant impacts beyond those identified in the EIS for the Comprehensive Plan are anticipated.

V. Description of the Proposed Amendments to the Kirkland Comprehensive Plan

The proposal would amend the Capital Facilities Plan contained in the Capital Facilities Element of the Kirkland Comprehensive Plan by adding a table listing funded capacity facility projects planned during the six-year 2015-2020 Capital Improvement Program. This table was inadvertently omitted during the 2015 Comprehensive Plan update adopted in December 2015. This amendment will bring the CFP into consistency with the 2015-2020 Capital Improvement Program and ensure that certain revenue sources remain available to fund capacity related facility projects listed in the table (see Attachment).

VI. Public Involvement

The Planning Commission and Houghton Community Council will hold a joint public hearing on September 8, 2016. Public notice of the amendment and the public hearing is being provided in accordance with State law. The City Council will take final action on the proposal on September 20, 2016. All dates are subject to change.

VII. Conclusion

This EIS Addendum fulfills the environmental review requirements for proposed amendments to the Comprehensive Plan to add a Facility Projects Table to the Capital Facility Plan. The impacts of the proposal are within the range of impacts disclosed and evaluated in the *City of Kirkland 2015 Comprehensive Plan Update and Totem Lake Planned Action – Draft and Final Environmental Impact Statement;* no new significant impacts have been identified. Therefore, issuance of this EIS Addendum is the appropriate course of action.

Attachment: Draft Facility Project Table

Table CF-10
Capital Facilities Plan: Facility Projects

SOURCES OF FUNDS

Revenue Type	*Revenue Source*	*2015*	*2016*	*2017*	*2018*	*2019*	*2020*	*Six-Year Total*
Local	General Fund	260,600	174,000	803,000	645,000	317,000	440,000	2,639,600
Local	Reserves	2,446,738	-		-	-	-	2,446,738
Local	Facilities Cash	3,870,000						3,870,000
External	Debt	5,753,262						5,753,262
External	Sale of Property	1,500,000						1,500,000
Total Sources		13,830,600	174,000	803,000	645,000	317,000	440,000	16,209,600

USES OF FUNDS

Funded Projects

Project Number	*Project Title*	*2015*	*2016*	*2017*	*2018*	*2019*	*2020*	*Six-Year Total*
GG 0008	Electrical, Energy Management & Lighting Systems	49,400	10,000		39,000	49,000		147,400
GG 0009	Mechanical/HVAC Systems Replacements	-		177,000	229,000	199,000	79,000	684,000
GG 0010	Painting, Ceilings, Partition & Window Replacements	119,500	111,000	174,000	166,000	28,000	76,000	674,500
GG 0011	Roofing, Gutter, Siding and Deck Replacements		32,000	379,000	142,000		75,000	628,000
GG 0012	Flooring Replacements	91,700	21,000	73,000	69,000	41,000	210,000	505,700
GG 0035 100	City Hall Renovation	9,700,000						9,700,000
GG 0035 201	City Hall Furnishings	600,000						600,000
GG 0035 202	Council Chamber/Lobby Furnishings	180,000						180,000
GG 0035 300	City Hall Lower Level Demolition	90,000						90,000
GG 0037 002	Maintenance Center Expansion	3,000,000						3,000,000
Total Funded Facility Projects		13,830,600	174,000	803,000	645,000	317,000	440,000	16,209,600

SURPLUS (DEFICIT) of Resources		-	-	-	-	-	-	-

ORDINANCE O-4533

AN ORDINANCE OF THE CITY OF KIRKLAND RELATING TO COMPREHENSIVE PLANNING AND LAND USE AND AMENDING THE COMPREHENSIVE PLAN, ORDINANCE 3481, AS AMENDED, AND APPROVING A SUMMARY FOR PUBLICATION, FILE NO. CAM16-02078.

WHEREAS, the City Council has received a recommendation from the Kirkland Planning Commission and the Houghton Community Council to amend the Capital Facilities Element of the Comprehensive Plan for the City, Ordinance 3481, as amended, as set forth in the report and recommendation of the Planning Commission and the Houghton Community Council dated September 25, 2016, and bearing Kirkland Department of Planning and Community Development File No. CAM16-02078; and

WHEREAS, prior to making the recommendation the Planning Commission and Houghton Community Council, following notice as required by RCW 35A.63.070, held a joint public hearing on the amendment proposal on September 8, 2016, and considered the comments received at the hearing; and

WHEREAS, pursuant to the State Environmental Policy Act (SEPA), a SEPA Addendum to Existing Environmental Documents has been issued by the responsible official pursuant to WAC 197-11-165; and

WHEREAS, in regular public meeting on October 4, 2016 the City Council considered the environmental documents received from the responsible official, together with the report and recommendation of the Planning Commission and the Houghton Community Council,

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

Section 1. Comprehensive Plan Capital Facilities Element, Capital Facilities Tables amended: The Comprehensive Plan, Ordinance 3481, as amended, is amended to add a Facility Projects Table to the Capital Facilities Element as set forth in Exhibit A attached to this Ordinance and incorporated by reference.

Section 2. If any section, subsection, sentence, clause, phrase, part or portion of this Ordinance, including those parts adopted by reference, is for any reason held to be invalid or unconstitutional by any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Ordinance.

Section 3. To the extent that the subject matter of this Ordinance is subject to the disapproval jurisdiction of the Houghton Community Council as created by Ordinance 2001, the Ordinance shall become effective within the Houghton community either upon approval

of the Houghton Community Council, or upon failure of the Community Council to disapprove this Ordinance within 60 days of its passage.

Section 4. Except as provided in Section 3, this Ordinance shall be in full force and effect five days from and after its passage by the City Council and publication pursuant to Kirkland Municipal Code 1.08.017, in the summary form attached to the original of this Ordinance and by this reference approved by the City Council City Council.

Section 5. A complete copy of this Ordinance shall be certified by the City Clerk, who shall then forward the certified copy to the King County Department of Assessments.

Passed by majority vote of the Kirkland City Council in open meeting this _____ day of _____, 2016.

Signed in authentication thereof this _____ day of _____, 2016.

_____
Mayor

Attest:

_____
City Clerk

Approved as to Form:

_____
City Attorney

Table CF-10
Capital Facilities Plan: Facility Projects

SOURCES OF FUNDS

Revenue Type	*Revenue Source*	*2015*	*2016*	*2017*	*2018*	*2019*	*2020*	*Six-Year Total*
Local	General Fund	260,600	174,000	803,000	645,000	317,000	440,000	2,639,600
Local	Reserves	2,446,738	-		-	-	-	2,446,738
Local	Facilities Cash	3,870,000						3,870,000
External	Debt	5,753,262						5,753,262
External	Sale of Property	1,500,000						1,500,000
Total Sources		13,830,600	174,000	803,000	645,000	317,000	440,000	16,209,600

USES OF FUNDS

Funded Projects

Project Number	*Project Title*	*2015*	*2016*	*2017*	*2018*	*2019*	*2020*	*Six-Year Total*
GG 0008	Electrical, Energy Management & Lighting Systems	49,400	10,000		39,000	49,000		147,400
GG 0009	Mechanical/HVAC Systems Replacements	-		177,000	229,000	199,000	79,000	684,000
GG 0010	Painting, Ceilings, Partition & Window Replacements	119,500	111,000	174,000	166,000	28,000	76,000	674,500
GG 0011	Roofing, Gutter, Siding and Deck Replacements		32,000	379,000	142,000		75,000	628,000
GG 0012	Flooring Replacements	91,700	21,000	73,000	69,000	41,000	210,000	505,700
GG 0035 100	City Hall Renovation	9,700,000						9,700,000
GG 0035 201	City Hall Furnishings	600,000						600,000
GG 0035 202	Council Chamber/Lobby Furnishings	180,000						180,000
GG 0035 300	City Hall Lower Level Demolition	90,000						90,000
GG 0037 002	Maintenance Center Expansion	3,000,000						3,000,000
Total Funded Facility Projects		13,830,600	174,000	803,000	645,000	317,000	440,000	16,209,600

SURPLUS (DEFICIT) of Resources	-	-	-	-	-	-	-

PUBLICATION SUMMARY
OF ORDINANCE O-4533

AN ORDINANCE OF THE CITY OF KIRKLAND RELATING TO COMPREHENSIVE PLANNING AND LAND USE AND AMENDING THE COMPREHENSIVE PLAN, ORDINANCE 3481, AS AMENDED, AND APPROVING A SUMMARY FOR PUBLICATION, FILE NO. CAM16-02078.

SECTION 1. Provides amendment to add a Facility Project Table to the Capital Facilities Element Capital Facility Plan contained in the Kirkland Comprehensive Plan.

SECTION 2. Provides a severability clause for the ordinance.

SECTION 3. Establishes that this ordinance, to the extent it is subject to disapproval jurisdiction, will be effective within the disapproval jurisdiction of the Houghton Community Council Municipal Corporation upon approval by the Houghton Community Council or the failure of said Community Council to disapprove this ordinance within 60 days of the date of the passage of this ordinance.

SECTION 4. Authorizes the publication of the ordinance by summary, which summary is approved by the City Council pursuant to Section 1.08.017 Kirkland Municipal Code and establishes the effective date as October 15, 2016.

SECTION 5. Directs the City Clerk to certify and forward a complete certified copy of this ordinance to the King County Department of Assessments.

The full text of this Ordinance will be mailed without charge to any person upon request made to the City Clerk for the City of Kirkland. The Ordinance was passed by the Kirkland City Council at its meeting on the ____ day of _____, 2016.

I certify that the foregoing is a summary of Ordinance O-4533 approved by the Kirkland City Council for summary publication.

_____
City Clerk

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

MEMORANDUM

To: Kurt Triplett, City Manager

From: Nancy Otterholt, Senior Accountant
Kathy Brown, Public Works Director
Michael Olson, Director of Finance and Administration

Date: September 22, 2016

Subject: 2017-2018 UTILITY RATE ADOPTION

RECOMMENDATION:

It is recommended that the City Council adopts the attached ordinances adopting the 2017-2018 utility rates for water, sewer, and surface water. As discussed at the September 20th meeting, solid waste rates will be presented for adoption on October 18, pending King County's final decision on tipping fees.

BACKGROUND DISCUSSION:

The proposed 2017-2018 water, sewer, and surface water rates were presented to the City Council at their September 20, 2016 meeting.

At the September 20th meeting, Council requested the following additional information:

1) Rate impact for Average Multifamily Customer

	2016 Monthly Rate*	2017 Proposed Rate	Monthly impact $	% increase	2018 Proposed Rate	Monthly impact $	% increase
Water	$ 26.42	$ 26.42	$ 0.00	0.0%	$ 26.42	$ 0.00	0.0%
Sewer	28.05	28.81	0.76	2.7%	29.21	0.40	1.4%
Surface Water	11.17	11.39	0.22	2.0%	11.62	0.23	2.0%
Subtotal	**$ 65.64**	**$ 66.62**	**$ 0.98**	**1.5%**	**$ 67.25**	**$ 0.63**	**0.9%**
Effective Utility Tax	7.32	7.41	0.09		7.47	0.06	
TOTAL	**$ 72.96**	**$ 74.03**	**$ 1.07**	**1.5%**	**$ 74.72**	**$ 0.69**	**0.9%**

* Average is calculated by dividing multifamily revenue by number of accounts.

2) Projected Cascade Water Alliance (CWA) rate increases beyond 2018

At Cascade Water Alliance's June 22, 2016 Board of Directors Meeting, there was a 2017-2018 Budget & Rates presentation which included projected rate increases through 2026.

	2011	2012	2013	2014	2015	2016	2017-22	2023-25	2026
Actual	6.0%	6.0%	3.75%	3.0%	2.75%	2.75%			
Projected							3.0%	4.0%	3.0%

A CWA overall increase of 3% is proposed for 2017 and 2018. This does not translate to equal 3% increases for all members, since member charges are based on each agency's total customer base and actual water usage, which vary from year to year for various reasons. Calculations for the 2017 rates are based on data from 2013-2015. As discussed in previous presentations to Council, rate increases for Kirkland are 2.73% in 2017 and 2.5% in 2018.

RECOMMENDED RATES – ALL UTILITIES

The rates contained within the proposed ordinances reflect the information that was presented to the City Council, (see materials from September 22nd; 2017-2018 Utility Rates Part 2).

The following summary represents the typical single family rates for one month's service and the overall impact of all proposed rate adjustments:

	2016 Monthly Rate	2017 Proposed Rate	Monthly impact $	% increase	2018 Proposed Rate	Monthly impact $	% increase
Water	$ 43.28	$ 44.02	$ 0.74	1.7%	$ 44.77	$ 0.75	1.7%
Sewer	68.91	72.01	3.10	4.5%	73.48	1.47	2.0%
Surface Water*	16.87	17.21	0.34	2.0%	17.55	0.34	2.0%
Subtotal	**$ 129.06**	**$ 133.24**	**$ 4.18**	**3.2%**	**$ 135.80**	**$ 2.56**	**1.9%**
Effective Utility Tax**	14.30	14.74	0.44		15.03	0.29	
TOTAL	**$ 143.36**	**$ 147.98**	**$ 4.62**	**3.2%**	**$ 150.83**	**$ 2.85**	**1.9%**

* Surface Water rates are billed on the Property Tax Statements

**Effective Utility Tax rate varies among the utilities. Water 13.38%, Sewer 10.50%, Surface Water 7.5%

Multifamily and commercial bills are expected to increase by the same overall percentage for Surface Water. However the water bill should not increase if consumption does not change. Multifamily and commercial bills for sewer will increase by 2.7% in 2017 and 1.4% in 2018.

The Solid Waste follow up information and rate ordinance will be presented for adoption at the October 18 City Council meeting, pending King County's decision on tipping fees.

Attached Ordinances:
A - Water Rates for 2017 and 2018
B - Sewer Rates for 2017 and 2018
C - Surface Water Rates for 2017 and 2018

ORDINANCE O-4534

AN ORDINANCE OF THE CITY OF KIRKLAND RELATING TO WATER SYSTEM CUSTOMER RATES FOR 2017 AND 2018 AND PROVIDING FOR CHANGES IN SAID RATES.

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

Section 1. Table 15.24.020 of Section 15.24.020 of the Kirkland Municipal Code, as last amended by Ordinance 4454, which establishes the monthly water charge required to be paid to the City by customers of the Kirkland Water System is further amended to read as follows:

Table 15.24.020

Customer Class		Rate	~~2015~~2017	~~2016~~2018
a. Single-family residential				
(1) Basic charge (includes 200 cubic feet of water consumed)		~~$19.68~~	20.02	20.36
PLUS				
(2) Water consumption charge - 201 cubic feet to 1,200 cubic feet		~~$4.72~~ per 100 cubic feet	4.80	4.88
PLUS				
(3) Water consumption charge - over 1,200 cubic feet		~~$6.20~~ per 100 cubic feet	6.31	6.42
b. All other customers, including commercial and multifamily residential				
	Meter Size (inches)			
(1) Basic charge per size of meter	5/8 x 3/4	$16.21	16.21	16.21
	1	$27.88	27.88	27.88
	1-1/2	$44.31	44.31	44.31
	2	$71.07	71.07	71.07
	3	$201.86	201.86	201.86
	4	$278.83	278.83	278.83
	5	$360.52	360.52	360.52
	6	$477.33	477.33	477.33
	8	$710.97	710.97	710.97

PLUS			
(2) Water consumption charge	$4.90 per 100 cubic feet of water consumed	4.90	4.90
PLUS			
(3) Sprinkler consumption charge	~~$6.28~~ per 100 cubic feet of water consumed	6.39	6.50

Section 2. Effective date for new rates: For 2017, the monthly service and consumption rates for water customers established in this ordinance shall go into effect and become the rates to be charged as of December 1, 2016, provided, however, that the monthly rates for water customers billed on the City of Kirkland billing cycles number 2, number 4, and number 5 shall go into effect January 1, 2017. For 2018, the monthly service and consumption rates for water customers established in this ordinance shall go into effect and become the rates to be charged as of December 1, 2017, provided, however, that the monthly rates for water customers billed on the City of Kirkland billing cycles number 2, number 4, and number 5 shall go into effect January 1, 2018.

Section 3. The water rates set forth in KMC 15.24.020, which is amended by this ordinance, shall remain in force and effect until the rates set forth in this ordinance go into effect.

Section 4. If any provision of this ordinance or its application to any person or circumstance is held invalid, the remainder of the ordinance, or the application of the provision to other persons or circumstances is not affected.

Section 5. 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 _____, 2016.

Signed in authentication thereof this ___ day of _____, 2016.

_____
MAYOR

Attest:

_____
City Clerk

Approved as to Form:

_____
City Attorney

ORDINANCE O-4535

AN ORDINANCE OF THE CITY OF KIRKLAND RELATING TO 2017 AND 2018 SEWER SYSTEM CUSTOMER RATES AND AMENDING TABLE 15.24.070 OF THE KIRKLAND MUNICIPAL CODE.

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

Section 1. Table 15.24.070 of Section 15.24.070 of the Kirkland Municipal Code, as last amended by Ordinance 4455, which establishes the monthly sewer charge required to be paid to the City by customers of the Kirkland Sewer System is further amended to read as follows:

Table 15.24.070 (Effective 2017)

Customer Class	**Rate**
a. Single-family residential	
Basic charge	~~$55.47~~ 58.12 for first 300 cubic feet of average winter water consumption ("AWWC").
PLUS	
Consumption charge	~~$4.48~~ 4.63 per 100 cubic feet of AWWC beyond first 300 cubic feet.
b. Multifamily residential and commercial	
Basic charge	~~$56.96~~ 58.48 for first 600 cubic feet of water consumed.
PLUS	
Consumption charge	~~$9.50~~ 9.79 per 100 cubic feet of water consumed beyond first 600 cubic feet.

c. In special cases, single-family residents will be billed according to the following policies:

Special Case	**Sewer Rate Policy**
New homes	Billed only basic charge until use is established.
Changes in property ownership	Billed only basic charge until use is established.
Changes in tenancy	Billed only basic charge until use is established.
Non-water customers	Billed at system average.
Leak adjustments	Billed per adjusted winter volume. City will factor water leak adjustment into calculation for sewer rate

Table 15.24.070 (Effective 2018)

Customer Class	Rate
a. Single-family residential	
Basic charge	~~$58.12~~ 58.85 for first 300 cubic feet of average winter water consumption ("AWWC").
PLUS	
Consumption charge	~~$4.63~~ 4.88 per 100 cubic feet of AWWC beyond first 300 cubic feet.
b. Multifamily residential and commercial	
Basic charge	~~$58.48~~ 59.30 for first 600 cubic feet of water consumed.
PLUS	
Consumption charge	~~$9.79~~ 9.90 per 100 cubic feet of water consumed beyond first 600 cubic feet.

c. In special cases, single-family residents will be billed according to the following policies:

Special Case	Sewer Rate Policy
New homes	Billed only basic charge until use is established.
Changes in property ownership	Billed only basic charge until use is established.
Changes in tenancy	Billed only basic charge until use is established.
Non-water customers	Billed at system average.
Leak adjustments	Billed per adjusted winter volume. City will factor water leak adjustment into calculation for sewer rate

Section 2. Effective date for new rates: For 2017, the monthly service and consumption rates for sewer customers established in this ordinance shall go into effect and become the rates to be charged as of December 1, 2016; provided that, the monthly rates for sewer customers billed on the City of Kirkland billing cycles number 2, number 4, and number 5 shall go into effect January 1, 2017. For 2018, the monthly service and consumption rates for sewer customers established in this ordinance shall go into effect and become the rates to be charged as of December 1, 2017; provided that, the monthly rates for sewer customers billed on the City of Kirkland billing cycles number 2, number 4, and number 5 shall go into effect January 1, 2018.

Section 3. The sewer rates set forth in KMC 15.24.070, which is amended by this ordinance, shall remain in force and effect until the rates set forth in this ordinance go into effect.

Section 4. If any provision of this ordinance or its application to any person or circumstance is held invalid, the remainder of the ordinance, or the application of the provision to other persons or circumstances is not affected.

Section 5. 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 _____, 2016.

Signed in authentication thereof this _____ day of _____, 2016.

_____
MAYOR

Attest:

_____
City Clerk

Approved as to Form:

_____
City Attorney

ORDINANCE O-4536

AN ORDINANCE OF THE CITY OF KIRKLAND RELATING TO MONTHLY SURFACE WATER UTILITY SERVICE RATES FOR 2017 AND 2018 AND AMENDING SECTION 15.56.020 OF THE KIRKLAND MUNICIPAL CODE.

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

Section 1. Section 15.56.020 of the Kirkland Municipal Code, as last amended by Ordinance 4456, is hereby amended to read as follows:

15.56.020 Monthly surface water utility service rates.

Effective 2017

The monthly surface water utility rates are based on the impervious surface area.

(1) Single-Family Residential Parcels. The average impervious area for a single-family residence is two thousand six hundred square feet. This is based on the measurement of over three hundred parcels. This value is referred to as an equivalent service unit (ESU). The single-family service charge shall be equivalent to one ESU and shall be a flat rate of ~~sixteen dollars and eighty-seven~~ seventeen dollars and twenty-one cents.

(2) All other Customers, Including Commercial and Multifamily Residential. The service charge for all classes other than single-family residences will be based on the number of ESUs. The actual measured impervious area of each individual site will be divided by two thousand six hundred square feet to determine the number of ESUs of the individual site. The computed rate shall not be less than that for one ESU. The surface water utility service rate for these customers shall be ~~sixteen dollars and eighty-seven~~ seventeen dollars and twenty-one cents per each ESU.

(3) Late Fees. All fees and charges arising under this chapter which are past due or delinquent shall be charged a late fee of eight percent per annum.

Effective 2018

The monthly surface water utility rates are based on the impervious surface area.

(1) Single-Family Residential Parcels. The average impervious area for a single-family residence is two thousand six hundred square feet. This is based on the measurement of over three hundred parcels. This value is referred to as an equivalent service unit (ESU). The single-family service charge shall be equivalent to one ESU and shall be a flat rate of ~~seventeen dollars and twenty-one~~ seventeen dollars and fifty-five cents.

(2) All other Customers, Including Commercial and Multifamily Residential. The service charge for all classes other than single-family

residences will be based on the number of ESUs. The actual measured impervious area of each individual site will be divided by two thousand six hundred square feet to determine the number of ESUs of the individual site. The computed rate shall not be less than that for one ESU. The surface water utility service rate for these customers shall be ~~seventeen dollars and twenty-one~~ seventeen dollars and fifty-five cents per each ESU.

(3) Late Fees. All fees and charges arising under this chapter which are past due or delinquent shall be charged a late fee of eight percent per annum.

Section 2. Effective date for new rates: For 2017, the monthly rates established in this ordinance shall go into effect and become the rates to be charged as of January 1, 2017. For 2018, the monthly rates established in this ordinance shall go into effect and become the rates to be charged as of January 1, 2018.

Section 3. The surface water utility rates set forth in KMC 15.56.020, which is amended by this ordinance, shall remain in force and effect until the rates set forth in this ordinance go into effect.

Section 4. If any provision of this ordinance or its application to any person or circumstance is held invalid, the remainder of the ordinance, or the application of the provision to other persons or circumstances is not affected.

Section 5. 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 meetings this _____ day of _____, 2016.

Signed in authentication thereof this _____ day of _____, 2016.

_____
MAYOR

Attest:

_____
City Clerk

Approved as to Form:

_____
City Attorney

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

MEMORANDUM

To: Kurt Triplett, City Manager

From: Barry Scott, Purchasing Agent

Date: September 22, 2016

Subject: REPORT ON PROCUREMENT ACTIVITIES FOR COUNCIL MEETING OF OCTOBER 4, 2016.

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

The City's major procurement activities initiated since the last report, September 9, 2016, are as follows:

	Project	Process	Estimate/Price	Status
1.	Furniture for Maintenance Center & Annex Building	Request for Proposals	$75,000 - $85,000	RFP issued on 9/22 with proposals due on 10/20.

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

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

MEMORANDUM

To: Kurt Triplett, City Manager

From: Nancy Otterholt, Senior Accountant
Kathy Brown, Public Works Director
Michael Olson, Director of Finance and Administration

Date: September 22, 2016

Subject: Approve Resolution to Eliminate Cross Subsidies

RECOMMENDATION:

It is recommended that the City Council approve the attached resolution regarding the elimination of cross subsidies between customer classes.

BACKGROUND DISCUSSION:

Over the past several years, the City of Kirkland has conducted various cost of service studies on its various utility rates. These studies identified that in the water, sewer and garbage rates, there is a cross-subsidy of services from commercial/multifamily to residential. This is not uncommon among most jurisdictions. However for equity and liability reasons, it is prudent for a jurisdiction to reduce or eliminate the cross-subsidies over time so that each class of rate payer pays approximately the cost of service. The Council began reducing these cross-subsidies in the last biennium, but has never adopted target dates for elimination of the subsidies. The Council requested a resolution establishing target dates for Council consideration without significantly impacting residential customers in any one year.

The 2015-2016 adopted rates for water and solid waste included an initial reduction of the subsidy from multifamily and commercial customers to residential customers. In order to manage the impact to residential customers, further reductions of the subsidy will be gradual. The 2017-2018 rates assume a reduction in the subsidy for water, sewer, and solid waste. A significant wholesale rate increase that would be passed through to our customers or other factors that would cause a large rate increase could impact the timing of reducing the subsidy.

Attached is a resolution to set rates to eliminate the cross subsidies by 2022. The resolution also acknowledges that the City Council could determine 2022 to be impractical due to unforeseen circumstances impacting a utility rate such as a significant wholesale rate increase imposed by a provider. Should that occur, the resolution states that the City Council will identify a subsequent date for eliminating the subsidies within the impacted utility rate or rates.

Attached Resolution:
A - Elimination of Cross Subsidies

RESOLUTION R-5210

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KIRKLAND TO ELIMINATE CROSS SUBSIDIES BETWEEN CUSTOMER CLASSES OF THE WATER, SEWER, AND SOLID WASTE UTILITIES NO LATER THAN THE END OF THE 2021-2022 BIENNIUM.

WHEREAS, recent cost of service studies indicate that there should be a shift in cost recovery from multifamily and commercial customers to residential customers to eliminate existing subsidies between classes; and

WHEREAS, the financial impact to residential customers would be too significant to eliminate such subsidies all at once and a gradual reduction in the subsidy over time is more sustainable; and

WHEREAS, beginning with the 2015-2016 adopted rates, such subsidies have been gradually reduced; and

WHEREAS, such subsidies should continue to be reduced until eliminated as soon as practicable.

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

Section 1. The utility rates for Water, Sewer, and Solid Waste will be set to eliminate the cross subsidies between customer classes on or before the end of 2022, unless such date is determined by the City Council to be impractical due to unforeseen circumstances impacting a utility rate such as a significant wholesale rate increase imposed by a provider. In such circumstances the City Council will identify a subsequent date for eliminating the subsidies within the impacted utility rate or rates.

Passed by majority vote of the Kirkland City Council in open meeting this _____ day of _____, 2016.

Signed in authentication thereof this ____ day of _____, 2016.

_____
MAYOR

Attest:

_____
City Clerk

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

MEMORANDUM

To: Kurt Triplett, City Manager

From: Ellen Miller-Wolfe, Economic Development Manager
Philippa Marsh, Special Projects Coordinator

Date: September 21, 2016

Subject: Cross Kirkland Corridor Art Integration Plan

RECOMMENDATION:

It is recommended that City Council adopt the Cross Kirkland Corridor Art Integration Plan that was presented at the July 19, 2016 City Council Meeting, including recent public comments added to the Appendices.

BACKGROUND DISCUSSION:

The Cross Kirkland Corridor Art Integration Plan was presented to City Council on July 19, 2016. Following the presentation City Council requested that additional public outreach on the draft be implemented prior to final adoption.

After the July Council meeting the Integration Plan was resent to all listservs and interested parties soliciting additional input and inviting the public to a workshop which was held on August 30, 2015. Comments (Attachment A) from the public and the workshop have been added to the Art Integration Plan attached to Resolution R-5211 in Section 7.0 Appendices, pp. 120-121. Comments included the themes of; improved signage, improved access, ideas for community engagement, ideas for art integration and how to fund art.

None of the suggestions substantively altered the Integration Plan and all could be accommodated within the existing Plan framework. Therefore no amendments to the plan are proposed other than the addition to the appendices. The Cultural Arts Commission recommends approval by the Council.

CKC Art Integration Plan Comments from August 30, 2016 Public Meeting

Signage

- Make big signs on CKC more attractive
- Put more thought and money into the signage on the trail
- Add character zone distinctions on the CKC so people know the environment they are in. Can be done with slight variations of trail standards.
- Character zone signs should reflect the character of the place
- Wayfinding is critical to usability of the corridor as a transportation corridor
- Portals should be well developed so they can serve as "Let's meet at…." locations

Access

- CKC needs to be more accessible to all users – add more benches
- Add pull over spots for people to gather
- Incorporate some benches along the way for the elderly and for those with little kids…rest areas so to speak – these could be artistic pieces (emailed comment)

Community Engagement

- Use art as a way to help people navigate CKC. Have art serve as place making for community engagement.
- Excited about the opportunity to engage the community. Use art as a way to draw people into the space. Don't forget about Performance Art and Digital Media. Have art be more than a sculpture.
- Regular events on the trail like concerts
- Set up a 'suggest a project program' like the neighborhood safety program. Revisit ideas submitted once a year to prioritize.
- Prioritize art happening at the crossings as a way to draw attention to the CKC. People who aren't on the trail notice and realize there is a Corridor.
- Corridor needs things to draw people in and add to active engagement
- Develop a virtual scrapbook
- Art walk on corridor

Art Integration

- Change the name to Arts instead of Art Integration Plan to emphasis the incorporation of all Art forms.
- Have usable kid art – benchmarks that will motivate kids to reach certain destinations along the way where they can interact with the art. I love the sound park at Redmond Town Ctr. Low sound would be good given it's in a neighborhood (emailed comment)
- The plan emphasizes that the art should fit the place, and I very much agree. For example, I would not want to see a bright orange, abstract, modern sculpture in Highlands Pass. The plan also says that citizens will be asked for input, and I think this is important. While there will never be unanimous agreement, outreach can help avoid art choices that the majority of people don't support. (emailed comment)

- Use artists from the surrounding area (emailed comment)
- A tasteful community board might be nice – a place at one of the main entries where adults or kids can enter pieces and have them displayed. Change them every month or so. (emailed comment)
- Consideration of type of art in right place. Art shouldn't attract or be too overwhelming
- Managing of Public/Private Partnerships so private companies along the trail follow community vision of art on their private property seen by trail users. How to curate or edit this art
- Art at crossings important – like the railroad trestle
- Use of found objects
- The metal culvert just above 6th should be considered in "make the required inspired". Great chance to make something pleasant or even fun. (emailed comment)

- We support the addition of art to the Trail and would like to collaborate in the planning and decision-making process with the Kirkland Cultural Arts Commission and city staff, especially as it transitions to more ambitious and community defining permanent art installations. We fully support the AIP's outline of soliciting community involvement and especially 3.2 of the AIP addressing 'Honor the Corridor'. We see the value of the addition of short-term as well as permanent art to the Trail as long as the art:

    - Enhances and does not detract from the current natural beauty and setting of the Trail;
    - Does not negatively impact the environmentally sensitive areas of the Trail nor destroy native plant growth; and
    - Is reasonable in cost and does not reduce higher prioritized CKC budget items, such as large projects connections, surface water projects, general maintenance and safety on the Trail. (Letter from Save our Trail)

Making it Happen (e.g. Funding)

- Try to incorporate art into neighborhood projects
- Add art into architecture of CKC
- How can we fundraise for art on the trail – Kirkland Parks Foundation.
- Funding shouldn't take away from other maintenance or safety projects
- Present adopted plan to ERC to have Kirkland be seen as a leader

RESOLUTION R-5211

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KIRKLAND APPROVING THE CROSS KIRKLAND CORRIDOR ART INTEGRATION PLAN.

WHEREAS, it is the intent that the Art Integration Plan will help inspire and shape decisions for ephemeral and permanent art on the Cross Kirkland Corridor (CKC) while protecting, preserving and enhancing its scenic and environmental features now and into the future; and

WHEREAS, the Arts Integration Plan resulted from a robust public process and community input overseen by the Kirkland Cultural Arts Commission; and

WHEREAS, the Cultural Arts Commission recommends that the City Council adopt the Arts Integration Plan as an extension of and supplement to the CKC Masterplan.

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

Section 1. The Art Integration Plan attached as Exhibit A is adopted as the Art Integration Plan relating to the Cross Kirkland Corridor.

Passed by majority vote of the Kirkland City Council in open meeting this _____ day of _____, 2016.

Signed in authentication thereof this ____ day of _____, 2016.

_____
MAYOR

Attest:

_____
City Clerk



Art Integration Plan

For the Cross Kirkland Corridor

Art Integration Plan

for The Cross Kirkland Corridor

R-5211
Exhibit A

CKC Art Integration Plan: Executive Summary

The CKC Art Integration Plan is an extension of to the CKC Masterplan. Just as the CKC Masterplan guides today's physical changes on the corridor as well as long term planning for the corridor, it is the intent that this Art Integration Plan do the same, helping to inspire and shape decisions for ephemeral and permanent art on the corridor while protecting, preserving and enhancing its scenic and environmental features now and into the future.

While the CKC Master Plan addressed art as an exceptional opportunity of the corridor's experience (Section 4.4, Page 43), it only scratched the surface of how art can be a catalyst for shaping the CKC. This Art Integration Plan, resulting from a robust public process and community input that was overseen by the Cultural Arts Commission, builds off of the Masterplan, a compendium of how art can be realized on the corridor. Highlights of the AIP include inspiration gleaned from community members and other cities, best management practices, and funding strategies.

The Art Integration Plan (AIP) consists of several chapters, one building on the next, to develop art on the CKC.

- Big Ideas: The first chapter is an introduction to the CKC, the role of the Art Integration Plan, and how art can shape both the CKC and the city as a whole.
- Outreach and Input: Next is a summary of how the community shaped the plan, and the unique opportunities of Kirkland and its residents to shape and be shaped by art. And, it describes how art can be shaped to be unique to, and reflective of Kirkland.
- Strategies: Provided are a series of broad and specific strategies to shape art on the corridor, and how to develop art on the corridor starting, with both modest and temporary art interventions, growing to ambitious and community defining installations is presented. One such ephemeral art project is currently planned.
- Action: Guidance for how the City and community should manage and invest in art on the corridor, including regulatory issues, CKC specific art considerations, and the city-wide arts policies that governs art decision making.
- Appendices: The AIP is completed with a scrapbook of a few ideas and opportunities, as well as a detailed summary of public engagement efforts.

The Cross Kirkland Corridor Art Integration Plan is the next step in moving the city's vision for their new, cherished corridor forward to be the Civic treasure loved by the city's residents and sought after destination drawing visitors to Kirkland!



CITY OF KIRKLAND WASHINGTON

PARTNERSHIP berger

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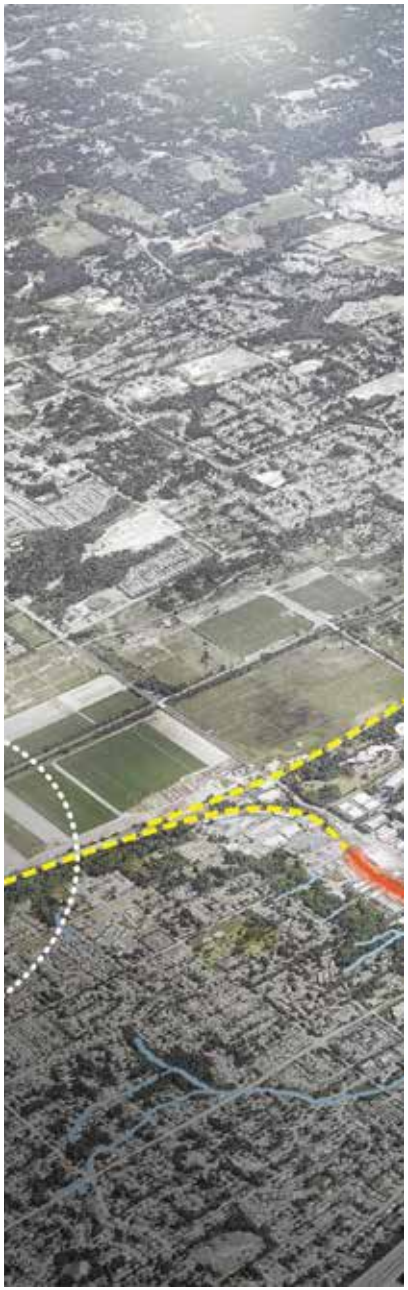
1.1 The Cross Kirkland Corridor (CKC)

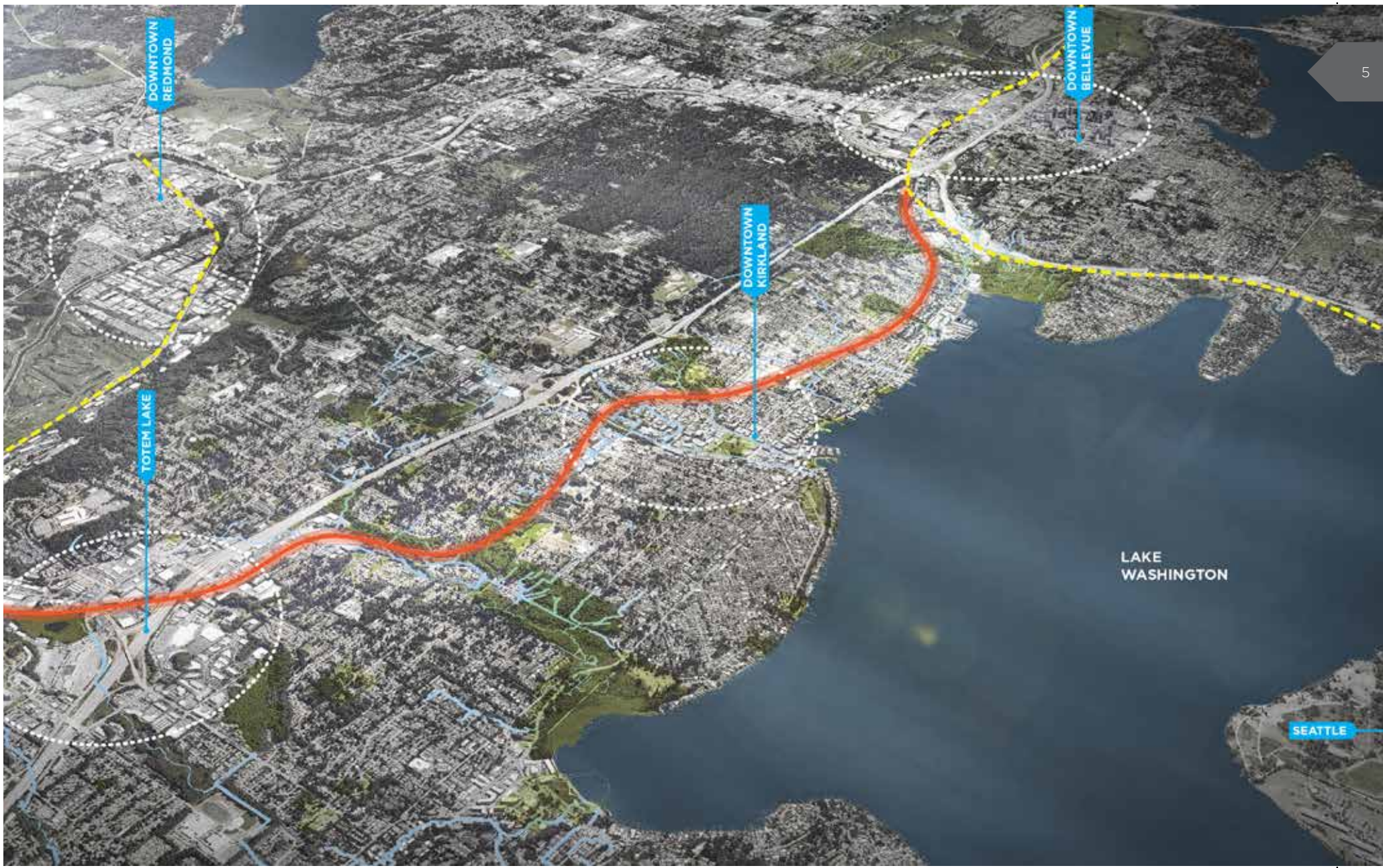
The Cross Kirkland Corridor (CKC) is 5.7 miles long and transects the City of Kirkland, Washington. It was once a critical transportation link as a railway that helped build the communities east of Lake Washington. Today, it is being reborn as a multi-use trail. As part of the 42-mile Eastside Rail Corridor (ERC), the CKC is a critical regional treasure.

The City of Kirkland acquired the corridor in 2012 and developed the Cross Kirkland Corridor Master Plan to guide its rebirth from a defunct rail line into a critical source of civic vitality for a City facing an expanding population and shrinking open space. The CKC traverses the heart of Kirkland and stitches together diverse neighborhoods and landscape conditions with sensitive interventions that are rooted in place. The master plan delivers both vision and technical reference to guide the City in successfully transforming one, formerly great, piece of industrial infrastructure into a new model of civic infrastructure to last the next 100 years and recalibrate how Kirkland lives and works.

The City has moved forward to claim the CKC as a civic open space and active transportation connection, starting with the construction of an interim trail that opened in Spring, 2015. Countless community access and improvement projects are drawing more people to use and enjoy the space. Even as the CKC is now a treasured community asset, there is more it can do to serve and shape Kirkland.

The Cross Kirkland Corridor Art Integration Plan describes how art on the CKC can add a new layer of interest and attraction to the corridor and how the CKC can shape the broader community as a cultural catalyst. Beyond shaping the City for those who live here, art has the power to draw visitors to the City. It can be a tool for economic development and is a relatively modest investment for a very high return. Art on the CKC and in the whole City can positively shape perceptions of Kirkland in the eyes of its residents and visitors.




DOWNTOWN REDMOND
DOWNTOWN BELLEVUE
DOWNTOWN KIRKLAND
TOTEM LAKE
LAKE WASHINGTON
SEATTLE

1.2 Role of the Art Integration Plan

R-5211
Exhibit A

Art brings something different....

The 2014 Cross Kirkland Corridor Master Plan guides decision makers, designers and private developers with a vision to move the CKC forward to funding and realization. Art was addressed in the master plan as a priority to shape the corridor experience and as a catalyst to move it forward to engage and shape the community. While the master plan identified the opportunity for art and provided high-level guidance, it did not include a full art plan for the CKC. With the success of the master plan, the interim trail construction, and new emerging projects along the corridor, now is the time to proactively invest in art opportunities on the CKC.

The role of this Art Integration Plan is twofold: to inspire the opportunities for art on the CKC (and beyond) and to provide guidance to the City on how to facilitate and manage art on the corridor.



Inspiring art!

At its best, art is not a dictated solution, location or element, but rather a process led by an artist to solve a problem that, perhaps, no one had seen or knew was there to be solved. The Art Integration Plan does not seek to dictate what art should be, but rather serves as a tool to facilitate and inspire artists to bring something different.

Guiding art policy!

This Art Integration Plan does not exist in isolation. While it focuses on the CKC, it is supported by existing arts infrastructure and City policies. This includes prescribed art policies overseen by the Kirkland Cultural Arts Commission (KCAC), a group of dedicated volunteers who act as advocates and oversight for art in the City at the pleasure of the City Council. The KCAC shaped this Art Integration Plan, which, in turn, will provide guidance to the KCAC as it promotes and facilitates a growing arts culture. The City Council makes final decisions about all art on the CKC.



1.3 Shaping City Culture

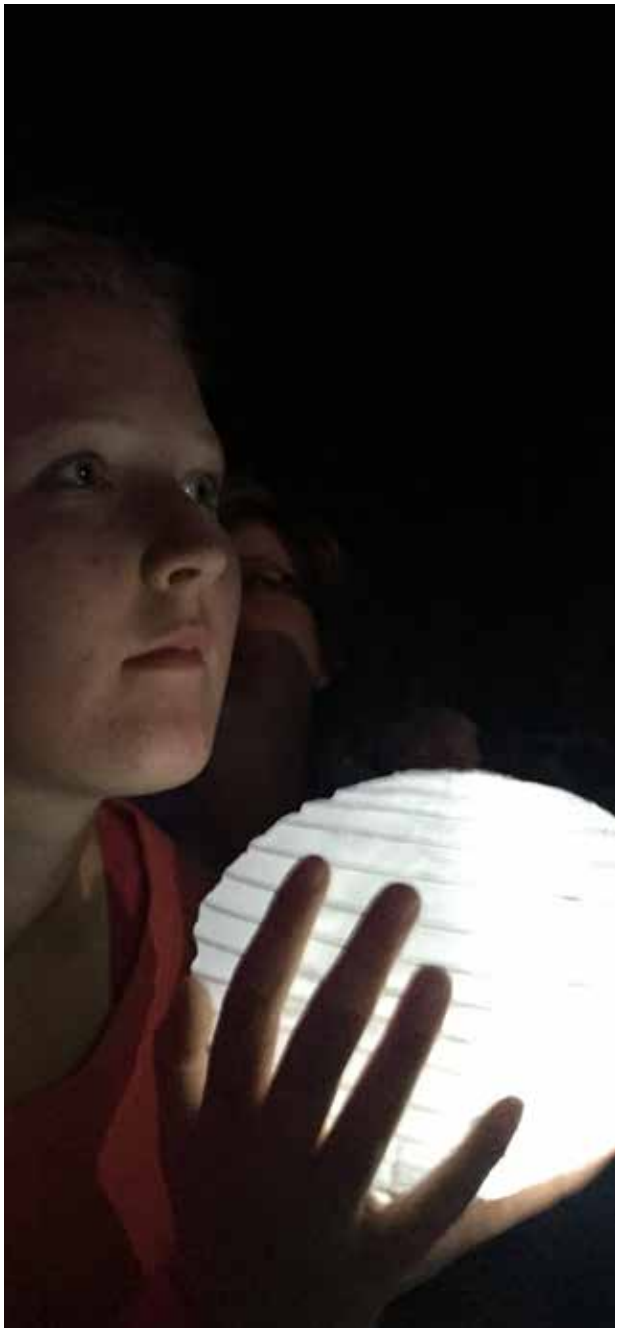
Corridor = Physical

+

Community = Cultural

The CKC is an amazing place physically as it fluctuates between urban and naturalistic landscapes, vast regional views and quiet introverted experiences. The Art Integration Plan will help accelerate the transition already underway. The corridor will move beyond a physical place to become a cultural place used by the citizens, loved and defended by advocates, and increasingly reflecting the community and its values. At its most ambitious, the CKC will become a sought-out destination for visitors because it reflects the forward-looking culture of Kirkland. More than shaping a physical space, it shapes culture and people on a personal and meaningful level.









1.4 Reaching Beyond the Corridor

R-5211
Exhibit A

Art, the **CKC** and Kirkland **Culture**!

Although the CKC is a relatively narrow greenway, it has a value far beyond its location and physical presence. It transects and ties together most of the City and its neighborhoods. Like the corridor itself, the Art Integration Plan has the ability to impact more than its geographic limits. The ideas, strategies, passion, and energy resulting from this process and contained here have the opportunity to shape Kirkland's arts and culture.





Along its 5.7-mile route, the CKC has multiple intersection crossings, street ends, formal and informal access points. Each of these are entry points to the corridor and present and opportunity for intuitive wayfinding and branding through art.

1.5 Art as a Catalyst

Art on the **Cross Kirkland Corridor...**

Now and in the **Future,**

In Forms both

Simple and **Elaborate,**

always Uniquely Kirkland!



Now ... simple:

Kirkland has arts advocates, arts organizations and artists that shape the community today. Empower and utilize these resources now to expand the presence of art on the corridor (and beyond), amplifying the impact and visibility of art in the community. Leverage today's resources to make art a catalyst on the CKC.

Future ... elaborate:

Harness the power, ideas and excitement of building momentum around art on the CKC and arts community to grow arts advocacy in Kirkland. Grow the arts as a civic value, a distinguishing and recognizable feature of the city. Reach beyond the traditional arts community to recreation interests, tourism and economic development interests and others who have an interest in the reinvention of the corridor and could get behind art opportunities. Make arts an expectation and point of pride for the larger public. As the value and expectation of art grows, so too does support for the arts and the ambitions for how art and artists can be empowered to respond to and shape city culture.





Uniquely Kirkland: Art on the CKC should be shaped by and inspired by place.

2.1 Reflecting the Community

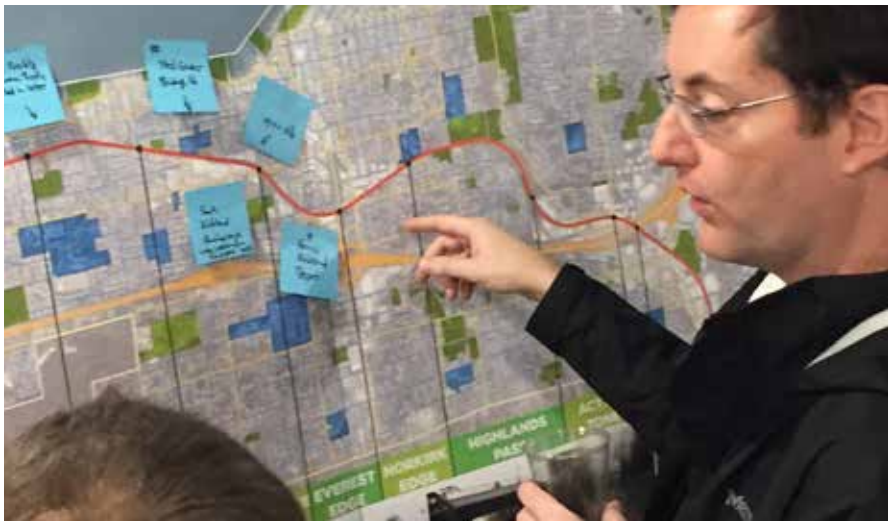
A plan shaped ***by*** the community,

to **reflect** the community...

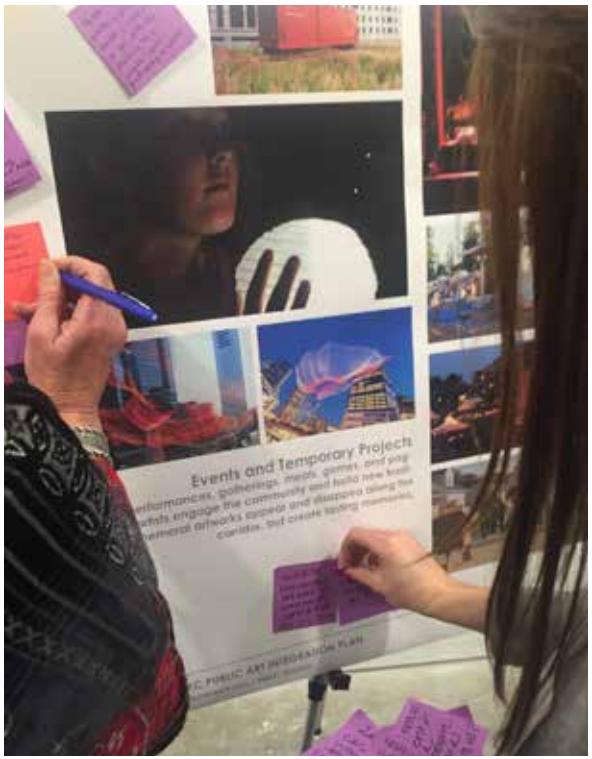
The Art Integration Plan has been crafted through a community effort and powered and populated by passionate individuals and organizations. Its creation included several events facilitated by the City art planning team and the KCAC, presented by Berger Partnership, which gathered ideas, themes and strategies for art on the corridor.



First public outreach session on November 16, 2015









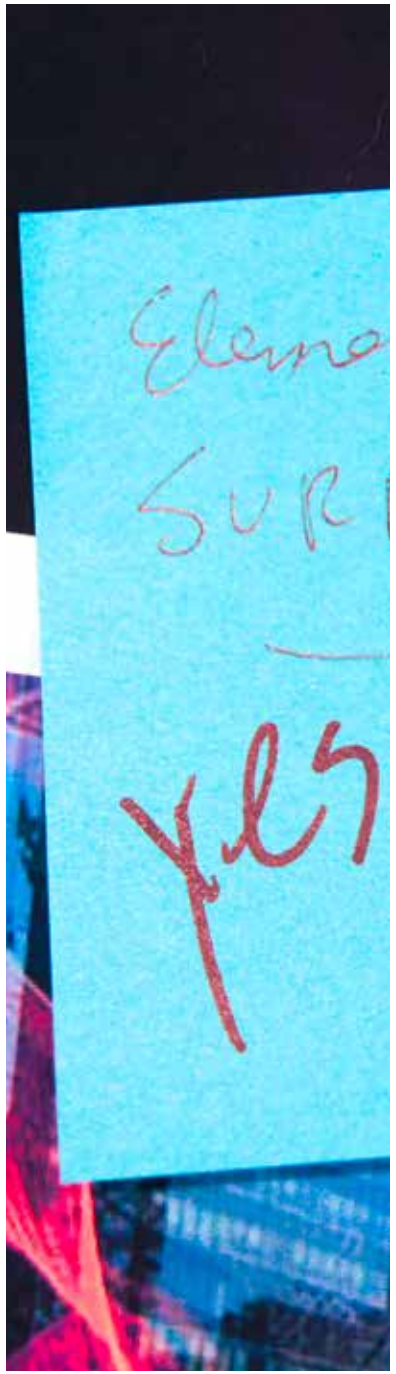




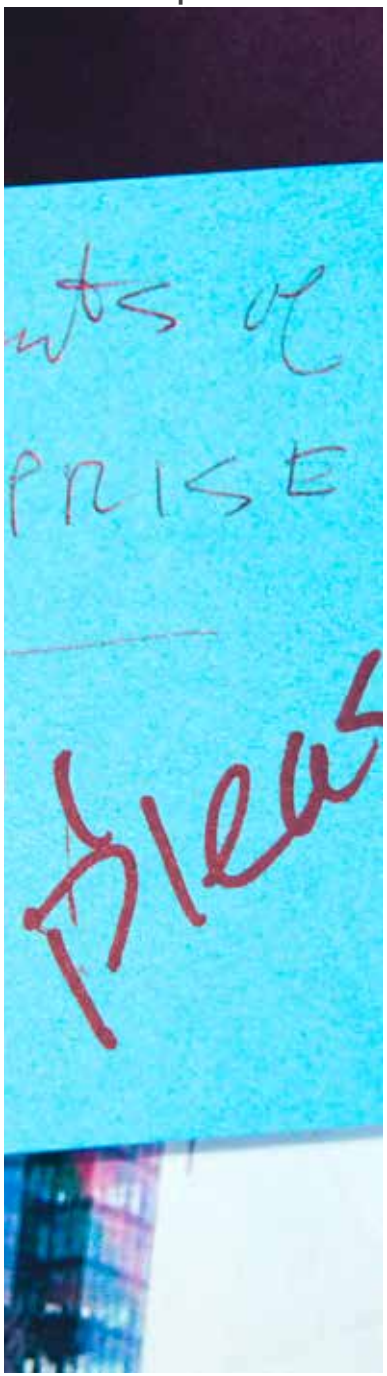
2.2 Inspiring Art on the CKC

Imagining art on the CKC: The initial community event focused on sharing and inspiring the possibilities of what art on the CKC could be—the many forms of art, the unique opportunities of the site, and the unique qualities of Kirkland. Arts and heritage supporters shared their observations and ideas through conversations facilitated by the KCAC and through post-it notes in response to inspiration boards and questions.

A more detailed report on inspirations from this meeting are included in Exhibit A in the appendix.

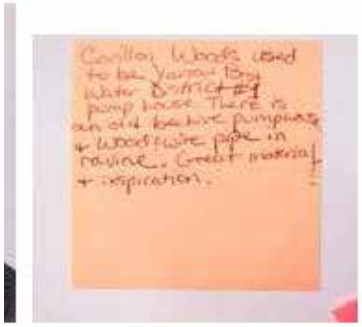


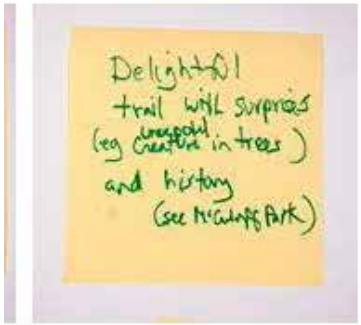
First public outreach session on November 16, 2015



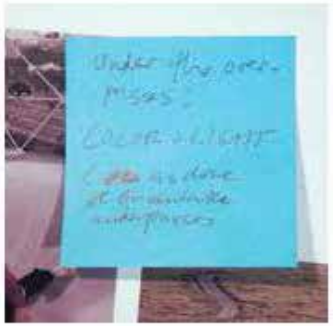


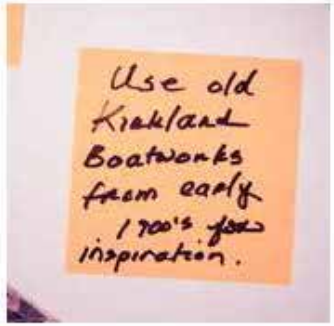






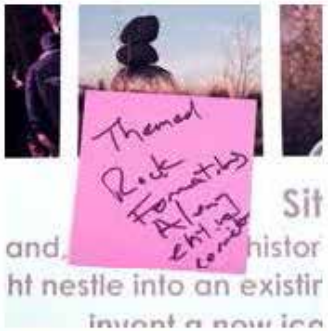


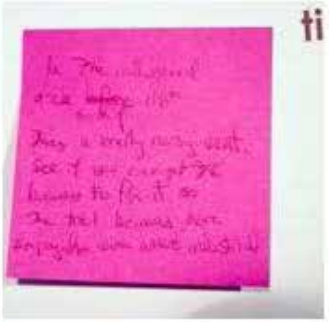




















2.3 Strategies & Ideas for Art on the CKC

Strategies and ideas for art on the CKC: A second phase of community engagement shared distilled strategies and opportunities for art with the public to further hone and prioritize. In addition to strategies, a host of arts ideas from vague to specific were shared, many of which have found their way into the scrapbook near the end of this document.

A more detailed report on inspirations from this meeting are included in Exhibit B in the appendix.

QUESTIONS FOR **YOU**

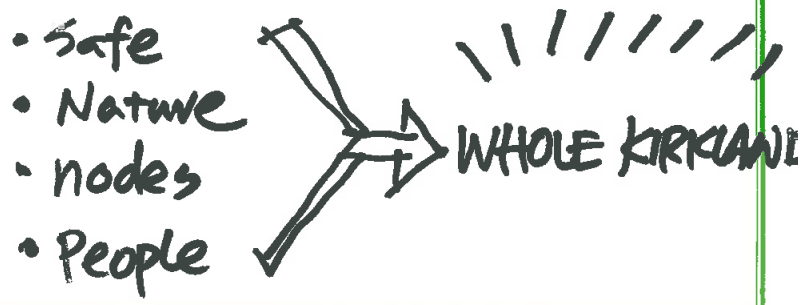
1. What are you most excited about?



2. What near-term (achievable, low threshold) art presence on the CKC are you excited to help make happen? How can you help make that happen?

- Competitions
- Different
- Engage

3. What long-term (major arts investment) are you most excited to work toward? How can you help make that happen?



Second public outreach session on January 20, 2016

What are you most excited about?

Eclectic art of all kinds & for all ages & types of people.

- Wayfinding and anchoring a place with art. Goal: locations on the trail are anchored and identified with art. Example: not "let's meet at the 120th Ave intersection" but "let's meet at the big pink fish.

Shakespeare in the Park

Mindful Coloring on backs of bldgs.

Wind-generating 'tree' from France that could power a programmable light display - - a wishing tree

+chalk board wall in shape of mountain range

drone events

google glass tours.

garden "art" show -

What near-term (achievable, low threshold) art presence on the CKC are you excited to help make happen? How can you help make that happen?

Something to juice up the Par Rec - murals

"Industrial" based themed event (vendors - think oddball - Industrial performance (fire art etc Installations - lights (* light show

LW Tech has a digital gaming and design program that could provide digital art on a short term basis. Art is created by students every quarter, and the

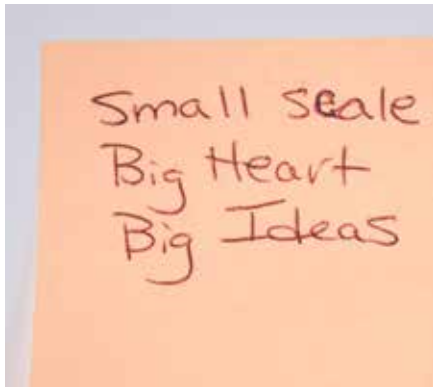
What long-term (major arts investment) are you most excited to work toward? How can you help make that happen?

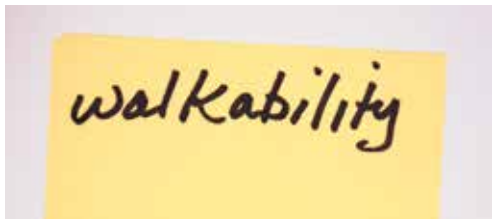
College could change pieces monthly or even weekly throughout the year.

2.4 What we Learned

What makes **Kirkland Special**?

It was a wonderfully impossible question to ask, and there was, of course, a range of great answers that reflected a wide variety of observations and perspectives. This is a great starting point for art on the CKC—a lens artists can look through as they shape art uniquely inspired by the corridor and City.


















THE
Studebaker
AT KIRKLAND



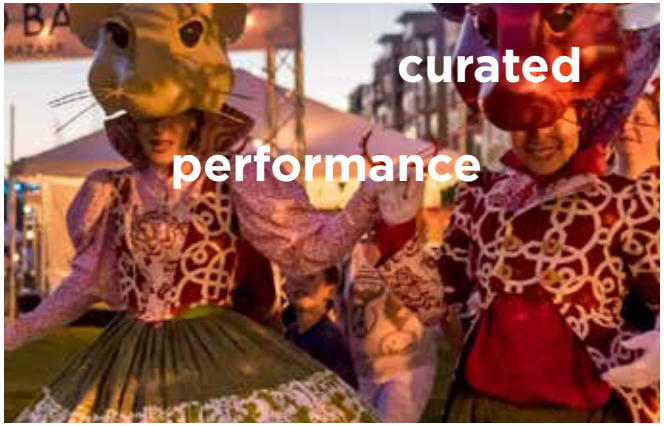
3.1 Embracing all Art

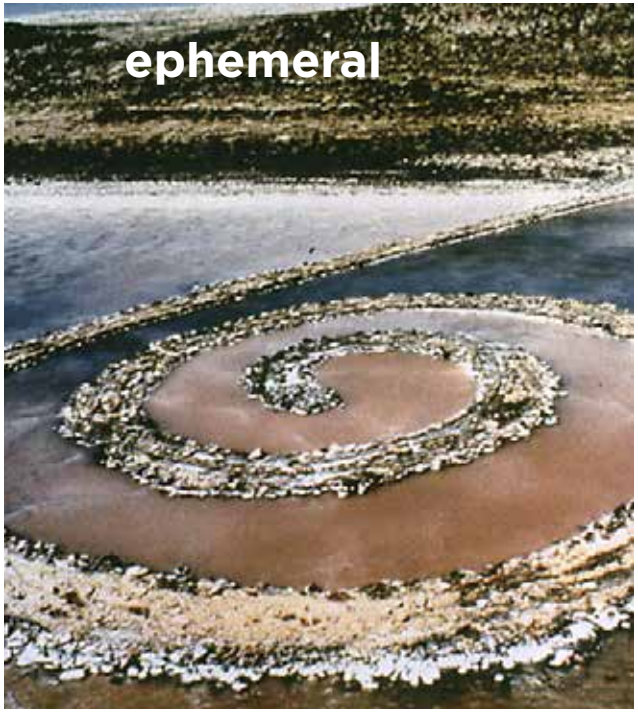
Empower Art in all its ***Forms*!**

Empower art in all its forms! An emerging theme in this process, and a trend in public art, is to take a broad view of all that art can be. While permanent site-specific installations will clearly be part of art's presence on the corridor, so too should other forms of art: ephemeral, digital, temporary, curated, performance, site specific, environmental, and more. One unique opportunity for art is to celebrate the CKC's active transportation use and invite mobile art that can move and stop along the corridor. Mobile art could even become a Kirkland ambassador by moving to and through other communities along the Eastside Rail Corridor. Embracing art in all its forms will enrich the CKC and facilitate the realization of art.


environmental




curated
performance


ephemeral


LOCAL
EXPRESS
site specific


digital

3.2 Honor the Corridor

The corridor is an exceptional place physically and culturally. However, the more cherished a space becomes, the harder it is to manage it in a way that honors the qualities that make it special.

What is and is not art? Art can be subjective. It is a process and a physical object that comes from an artist who is empowered to bring something different. Avoid the trap of calling something art to mitigate, enhance or solve a design challenge/shortcoming or to try to utilize art budgets to solve non-art issues. Being overly prescriptive with art to mitigate design issues typically results in an "applied" layer of art that risks becoming predetermined decoration. This is not desired for the corridor because it lacks the aspirational qualities to truly shape Kirkland's culture.

Public art with a capital "P": The CKC aspires to be a home to public art shaped by, owned by, and crafted through a lens of the City and community. While there is the possibility of incorporating art that has been collected or commissioned privately, this work inherently risks being less reflective and pertinent to the place and community that are the CKC.

Interpretation vs. art: One of the great opportunities of art on the corridor is to interpret history and place. However, it is the artist's prerogative, through a deliberate and genuine process, to craft their interpretation. Interpretation cannot be dictated to the artist, as that would impact the quality and authenticity of the art.

Gifted art: There is a likelihood that residents may generously choose to gift or donate artworks to the corridor. While born of a genuine generosity, such gifts should be carefully vetted by the KCAC, CKC Service Team (and other City staff) in accordance with this report and other art and culture guidelines. This Art Integration Plan recommends accepting donated art only in limited situations, with a thorough vetting to assure they are of true "public art" value. As conditions of accepting donated art, the City should have a robust agreement that gives the City full control over the art's siting and management, be it on the CKC or elsewhere. Avoid art that comes with "strings attached."



3.2 Honor the Corridor



“Volume” of art: The corridor comes with a wide variety of physical spaces, including iconic regional views (Houghton Porch), introverted naturalistic landscapes (Highland Pass), and underutilized urban fabric (PARMAC and undercrossings). Art too comes with a range of physical qualities, from iconic and stand-alone (high column) to integrated and subtle (low volume). It is important that art respond respectfully to the natural qualities of its physical setting to enhance and not detract from the space. For example, at the corridor’s most iconic and cherished places, art should be lower volume, subtly integrated into an already great place, complementing but not competing for attention. In areas that are less special, still in transition or in need of enhancement, art can be bolder, higher in volume, and the catalyst for change to improve the CKC experience.

Quantity of art: The corridor can accept limitless amounts of ephemeral or managed short-term art because it is not permanent. However, manage permanent public art so that it does not over-occupy the corridor—a welcomed challenge, as it will represent the ultimate success in arts advocacy and funding.

Beyond art: The goal of this Art Integration Plan is to accomplish everything through a lens of art and creativity to guide the artful development of the corridor. Art cannot be considered in a vacuum, but rather in the context of other built and engineered realities. Just as with art, avoid over-populating the CKC with too many types or instances of furnishings (benches, trash/recycle receptacles, bike racks, etc.). Select furnishings through a deliberate, holistic process. They can become an art opportunity as well. Vigilance will be required to keep the corridor the rich, uncluttered public space it is today.

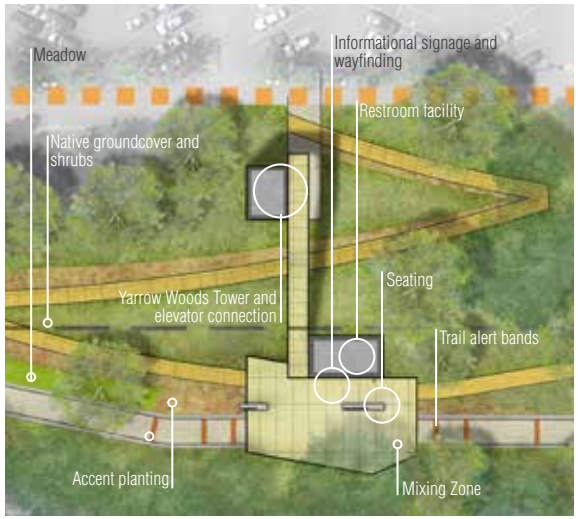
Community to curate using the KCAC.....

3.3 Building on the Character of the Corridor



A guiding principle to the Cross Kirkland Corridor Master Plan was identifying and leveraging the many unique character zones that exist along the corridor today, with the intent of preserving and strengthening them as the site develops. Art on the CKC should build on and highlight the unique qualities of each character zone. A key consideration is to complement, but not compete with, the unique characteristics of each place. Art may, in certain places, become iconic, while in other places it may be more appropriate for art to be a subtle, hidden discovery. The tone of all art on the CKC is one of respect for this place … artists should leverage their unique perspectives and skills inspired by the corridor. A predetermined agenda should not be imposed on the corridor, but rather be shaped by and respond to this unique place.

3.3 Building on the Character of the Corridor



Yarrow Woods

A naturalistic, inward focused section of the trail, art can be subtly integrated into the landscape or be a welcomed juxtaposition, responding to the naturalistic character and green vegetation with interventions that acknowledge the unnatural realities of the corridor. Imagine:

- Art as the CKC's southern portal at 108th Avenue.
- The Yarrow Woods Tower should not merely have art integrated, but could be an object of art.
- The Cochran Springs Perch welcomes art as storytelling.



Houghton Porch

An extroverted section of the trail, with westward facing views of Lake Washington, Seattle and the Olympics. Art should not compete with these views, and instead be a more subtle and enriching element on this stretch. Picture this:

- Storytelling integrated into proposed micro shelters.
- Paving in-lays in trails or seating eddies that literally or abstractly connect this place on the CKC to the more distant landscapes.
- Celebrating Kirkland's connection (via The Lake Washington Shipyards) to the region's maritime history.

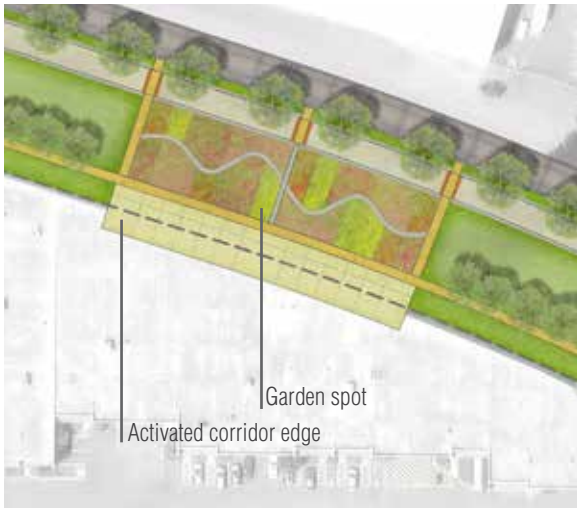


Convergence Zone

An area infused with activity from its adjacent neighbors; park, school, and technology and commercial businesses. There are countless opportunities for art that leverages the density of activity and visitors with fun, playful and magnetic art. Opportunities include:

- The reimagined trestle crossing 68th, experienced both from the corridor, but also from afar.
- Leveraging the Kirkland technology community as a source for art. While temporary pieces may embrace technology as part of the art, long term works could be inspired by technology in an "analog" response.

3.3 Building on the Character of the Corridor



Everest Edge

A diverse character zone, to the West of 6th Street, maintained gardens and lawn, to the east, naturalistic forest canopy and creek crossing. Art can shape both spaces and reinforce the crossing of 6th. Imagine:

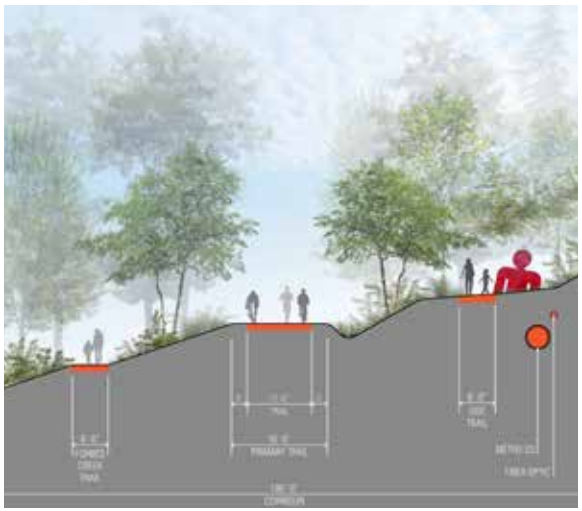
- Integration of art into and to define the 6th Street Gardens.
- Reimaging the existing equipment shed as the city curated “Kirkland Kurio”. (See the Scrapbook)
- Leveraging the site’s hydrology and Everest Creek for inspiration and kinetic art.



Norkirk Edge

Unique for its two-sided character, residential to the East, Commercial to the west, the Masterplan has a host of elements that can be shaped by, or become, art. Opportunities include:

- The Norkirk Catwalk, art and architecture, can embrace the industrial influence of the adjacent Public-Works site.
- Art can become a “trail of breadcrumbs” to intuitively forge a connection between the CKC and downtown Kirkland.
- The “undercrossing” of 85th Street is a unique opportunity to support (hang) art interventions and embrace light.

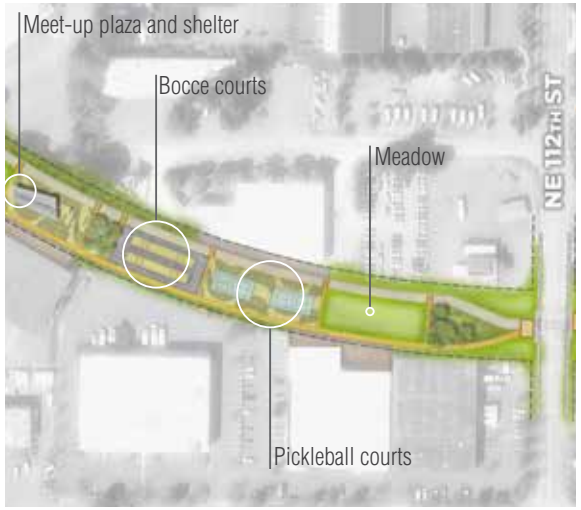


Highlands Pass

Similar to Yarrow Woods, a naturalistic, inward focused section of the trail welcoming art subtly integrated into the landscape or as a welcomed juxtaposition. This sections character is perhaps the most “rural escape” along the entire CKC, and art should respect and be subservient to that quality. Visualize:

- Highlighting the “Kirkland Divide” with a subtle yet interesting point on the trail where surface water from wetlands flows both north and south.
- Inspire art to address, engage, and reveal the ecological function of this stretch of trail.

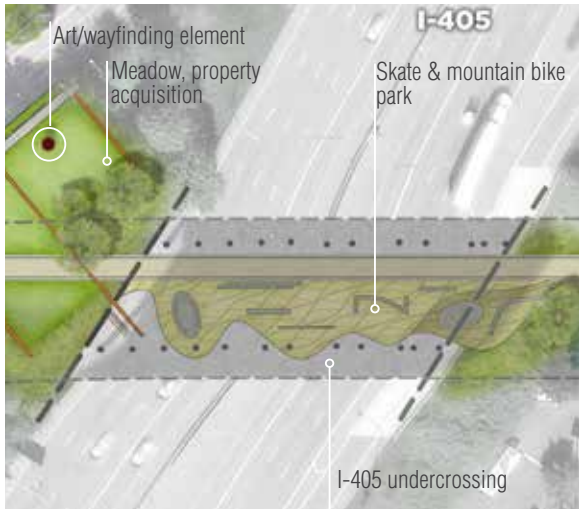
3.3 Building on the Character of the Corridor



The Active Zone

The active zone is the most "blank canvas" for art on the CKC. Lacking a strong character now, art can be a near term and long term opportunity to help reimagine this stretch of the corridor. Just about anything goes here, with a particular emphasis on ephemeral or temporary art as they are transitions. Opportunities include:

- Embracing the sides and doors of exiting warehouses as blank canvases for curated seasonal murals. (see scrapbook)
- Highlighting the new Forbes Creek Crossing the hydrology that has for so long been hidden from sight and mind.



West Totem Lake Connector

What is now one of the more challenging stretches of the CKC can leverage art to become one of the most unique destinations on the CKC. The cover provided by the I-405 crossing can provide weather protection and superstructure for art and activities, both ephemeral and permanent. With its weather protection, the space can be home not only to physical art, but could become a great venue for performances and events that can draw people and activity to this currently underutilized space.



Totem Lake

This stretch of the CKC is defiend and inspired by the connection to Totem Lake Park and its rich habitat and ecology. Imagine:

- The Totem Lake gateways as a piece of art in itself, seen from afar and experienced from within.
- Boardwalks passing around the rich wetlands. With art integrated into boardwalk elements for storytelling the site's rich ecology.

3.3 Building on the Character of the Corridor



Totem Lake Park

3.4 Reaching Beyond the Corridor



The vision for art should not be limited by the corridor itself. As time passes, properties that border the corridor and once turned their back on it, will evolve to face it. As properties and developments evolve, art can be part of their evolution, be it as places that are physically shaped by art or additional spaces providing a venue for art.

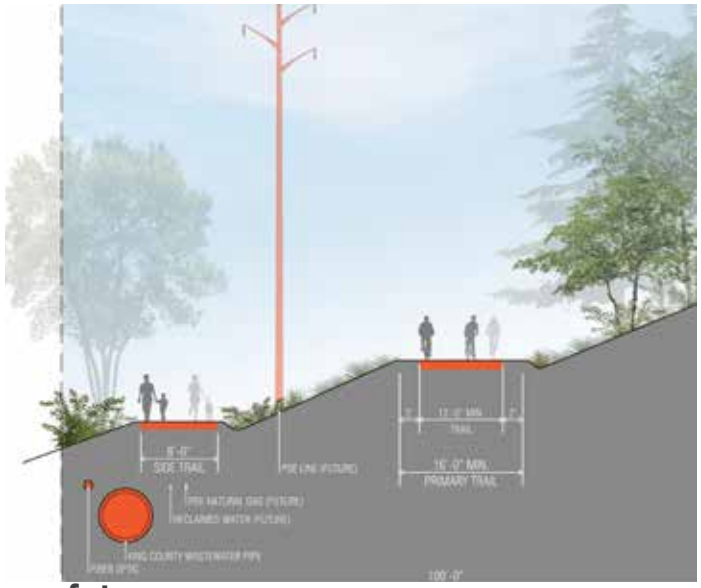
Adjacent property owners can be encouraged to embrace art as part of their project through planning policies and incentives, including using the corridor to mitigate some impacts such as green stormwater infrastructure. The recent Google expansion project illustrates how the corridor and adjacent properties can leverage each other so that the whole is greater than the sum of its parts, where the public corridor and private Google properties are seamlessly intertwined to one great public space where users are happily oblivious to property ownership limits and shared-use agreements. The Google campus also illustrates the process required to seize such opportunities: it has to be a win-win for all involved.

R-5211
Exhibit A

3.5 Art Today and in the Future



present



future

The Cross Kirkland Corridor will inevitably continue to evolve into the future, and the master plan illustrates how this evolution may occur. The inevitable change should not preclude arts investment on the corridor now. Today's interim trail can be seen as a venue for interim art. Several strategies can be used to assure that inviting art today is a sound choice.

- Invest in ephemeral, short-term art. This reduces the cost of art, accelerates the schedule for art delivery, and allows the art to be replaced as the corridor evolves.
- Locate art where future changes are likely to be less significant. For example, the master plan identifies a possible transit envelope that typically runs on the east side of the corridor; therefore, focusing art on the west side increases the likelihood it will be out of the way of future impacts. In addition, art may be installed on public realm adjacent to but outside the property boundaries of the corridor, such as at Terrace Park or the historic depot location.
- Create art that evolves with the corridor, including art that can be moved and potentially reimagined in a new form as the site evolves.

3.6 Enhancing the Existing



The interim trail has an abundance of new yet interim features such as railings, stairs, bridge overcrossings and underpasses that can be a canvas for interim art today, including community-facilitated art projects.

3.7 Make The Required Inspired



Significant investment has already been made to the corridor in its interim state, and additional investment will be forthcoming as the space involves. Capital will continue to be invested in the corridor for its maintenance and operation. There is the opportunity to leverage the investment in required infrastructure in more creative ways, or even use investment in art to reduce required investment in regulatory infrastructure.

While there is the opportunity to embrace art and artists with these elements, there must be a constancy of standard elements long the corridor. The best way to make the required inspired is to develop design standards for the corridor, subtle, standardized elements that enrich the corridor in a meaningful way. It is recommended the city develop standards for base elements and furnishings that includes seating, signage, bike racks, and trash and garbage receptacles. There is an emerging model for these standards in the common detailing of the access points being developed by communities along the corridor now.

3.8 Corridor-Wide Opportunites

By its very nature, the CKC is a long public space transecting the City. There are opportunities for art elements that celebrate the unique qualities of the route and the challenges of an active (human-powered) transportation corridor. Art can be the solution to some of the challenges of using the CKC, but not in an overly prescribed way. Remember, art brings something different!



1. Portals

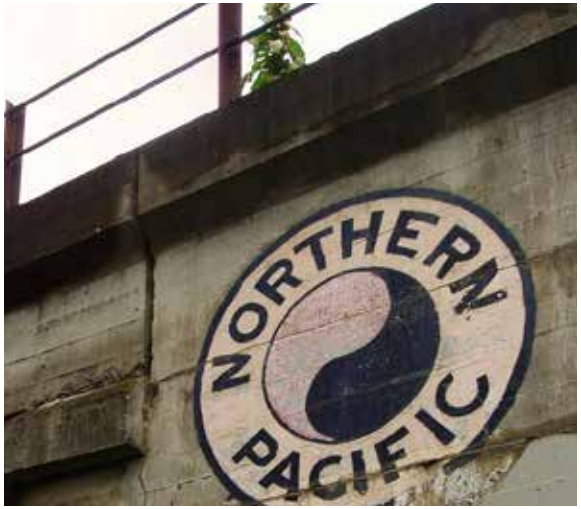
Art can distinguish primary and secondary access points from the neighborhoods through which the CKC passes. Imagine art being part of the solution to demarcate and guide people to the corridor. These portals would become intuitive beacons, be they a series of like elements or a series of different elements performing a common purpose, shaped by a single artist or a collection of artists.



2. Navigation and Distance

At nearly six miles, the CKC is long. Today, it is marked by the relics of the old railroad mileage, as well as newly installed City mile markers. Imagine how art could celebrate and mark the passage up and down the route through elements iconic or subtle, which create a cadence.

3.8 Corridor-Wide Opportunities



3. Storytelling

The corridor has stories to tell! History and memories from people who knew it in the past and people who use it today. Art can be a powerful vehicle to tell stories in a rich and layered way, more so than interpretive boards or plaques, which grow dated and stale soon after posting.



4. Uncovering Civic Archeology

The site's rich history should be uncovered and shared. Art can honor history in a way that gives it new life and relevancy. There is an opportunity to share this history in a way that is uniquely Kirkland.



5. Salvage

Preserve artifacts that describe the heritage of the corridor.

3.8 Corridor-Wide Opportunities



6. Embrace Undercrossings

The three significant undercrossings the corridor moves through can be made into particularly noteworthy attributes. The sense of compression and overhead these bridges offer can be utilized by art and with art to make unique moments. Imagine the opportunity of the overheads as canvas for art, framework for suspension of elements, and screen for projection of light and images (temporary or permanent). The undercrossings can become sought-after destinations and venues for events and performances, offering coveted cover in our rainy climate.



7. Porches

Celebrate views and the natural beauty while providing reasons to pause.



8. Exposing Ecology

The site is blessed with rich naturalistic landscapes and some exceptionally valuable ecology. There is a chance to greatly enhance the ecology. However, the corridor, while naturalistic, is not natural; its ecology, hydrology and vegetation are all functions of human activity. Art can be a way to both expose and celebrate the ecology, while acknowledging its unnatural character.

3.9 Investing in Artists

Key **strategies** for **Art** on the **CKC!**



Attract significant local, regional and international artists: Art "in" Kirkland can mean many different things. Art should be inspired by the City and place, and potentially even designed and fabricated in Kirkland. Imagine an artist-in-residence program on the corridor. As art events and investment grow, invite a balance of artists from inside and outside the community to shape the CKC. The CKC should aspire to be a sought-after venue that welcomes and inspires artists from near and far.

Promote local art: Local art is not merely imported to Kirkland, but is born of Kirkland. Artists can be homegrown Kirkland artists in the community now who can help us see and adopt the corridor in a new light, supporting and supported by the community in which they live and make art.

Regional, national, or international art: It is critical to invite artists from outside the City to come shape the corridor. Artists, be they regional, national or international, all bring a different lens though which they are able to view the City and the corridor. This fresh perspective is critical for art to not only react to what is, but to also shape "what could be" with their fresh perspectives.



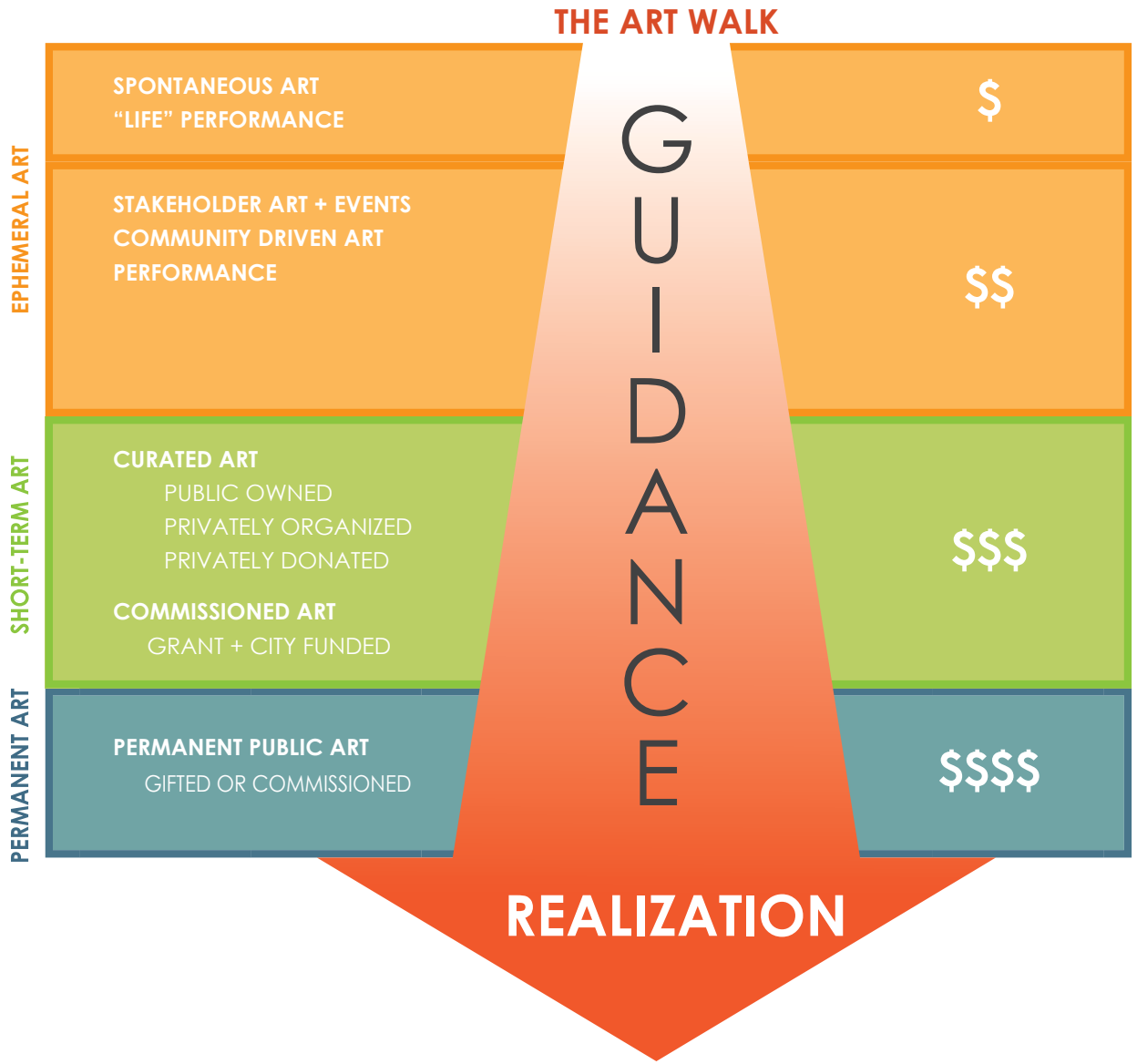
Significant local, regional, and international artists

4.1 The Art Walk

Making it **Happen!**

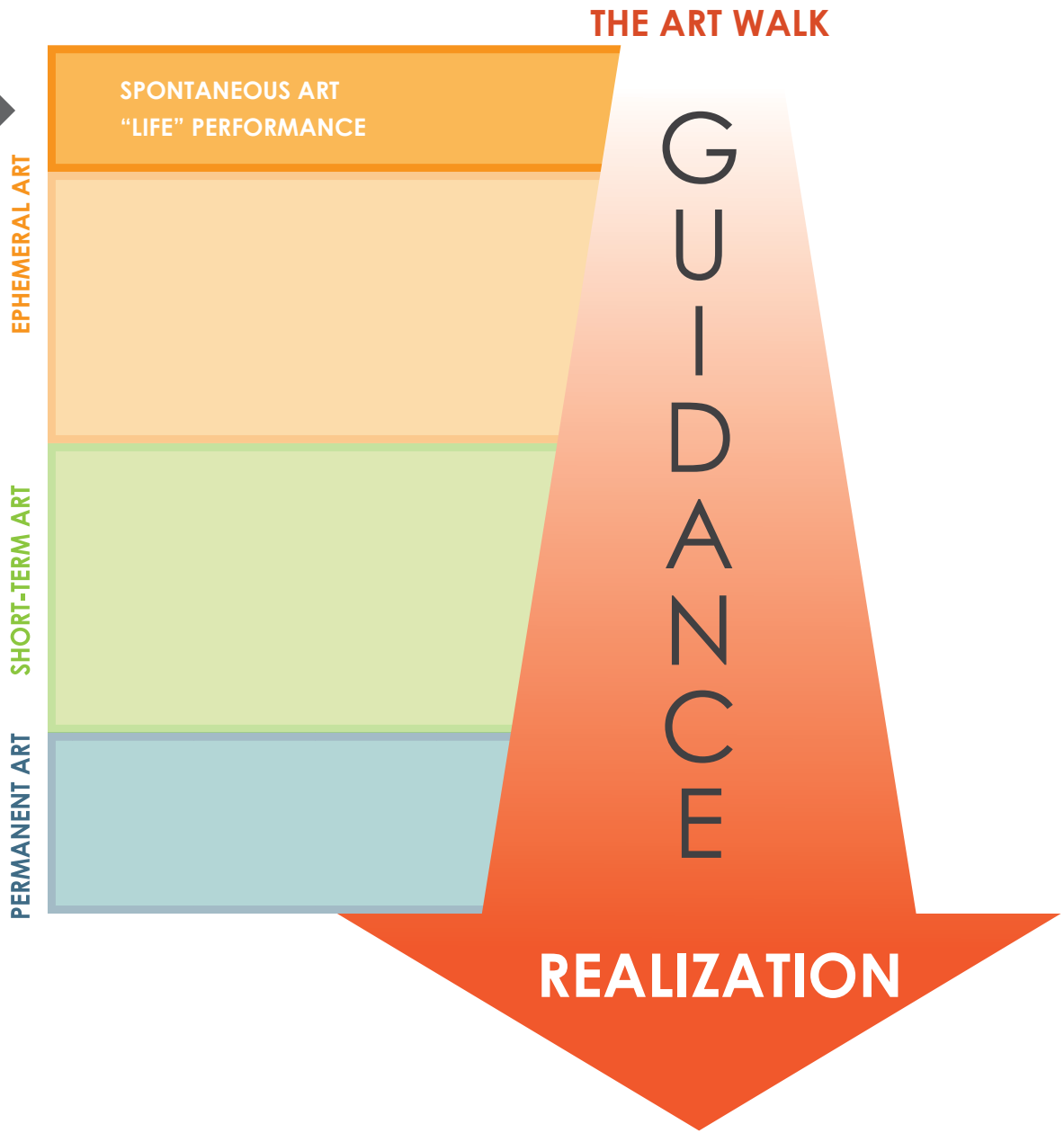
Shaped by big ideas, public outreach and input, and arts strategies, the Art Integration Plan is about making art happen on the corridor. To do so, this section defines art guidelines and policies intended to complement other Kirkland arts policies with a focus on the CKC.

Arts guidance for the Cross Kirkland Corridor is succinctly guided and summarized by the Art Walk. At the core of the Art Walk is a simple premise: a desire to welcome art to the corridor with the recommendation that, as the investment and duration of an art project increases, so too does the required oversight by the City in reviewing and managing that art. The Art Walk also intuitively shows the balance to be struck between different types of art, with an abundance of lower investment short-term art, and a more limited high investment permanent public art. At its heart, the Art Walk is intended to simplify and empower art as a catalyst for shaping community culture on the corridor.


THE ART WALK
GUIDANCE
EPHEMERAL ART
SHORT-TERM ART
PERMANENT ART
SPONTANEOUS ART
"LIFE" PERFORMANCE
$
STAKEHOLDER ART + EVENTS
COMMUNITY DRIVEN ART
PERFORMANCE
$$
CURATED ART
PUBLIC OWNED
PRIVATELY ORGANIZED
PRIVATELY DONATED
$$$
COMMISSIONED ART
GRANT + CITY FUNDED
PERMANENT PUBLIC ART
GIFTED OR COMMISSIONED
$$$$
REALIZATION

4.2 Welcoming Art

R-5211
Exhibit A



The corridor aspires to be a place that invites and displays the creativity and artistic passion of the community, from fleeting performances to displays of short-duration physical art. The key to welcoming this art is respect: respect neighbors, limit noise, and respect the site's existing character. Spontaneous art and life performance should leave no trace; however, should that intent not be met, increased management and regulation could be necessary.

“life” performance

The New York Times

U.S.

WORLD | U.S. | N.Y. / REGION | BUSINESS | TECHNOLOGY | SCIENCE | HEALTH | SPORTS | OPINION

POLITICS | EDUCATION | TEXAS

Now Atlanta Is Turning Old Tracks Green



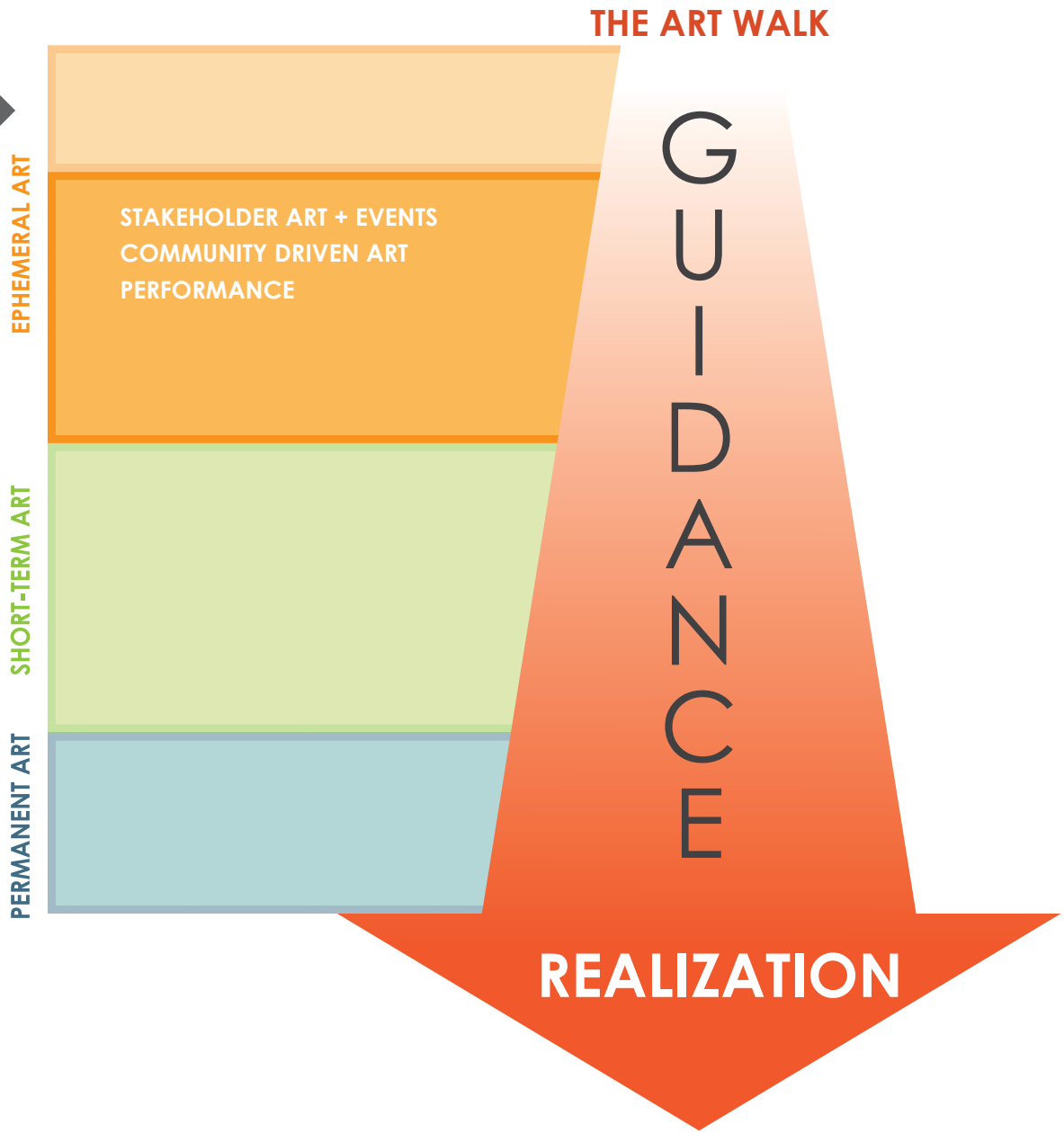
Rich Addicks for The New York Times

Bonjovi the dog got a concert and a ride on the Eastside Trail one Saturday last month. The BeltLine project links 45 neighborhoods.

spontaneous art



4.3 Making Art Happen



The corridor can be a venue for planned art events that last from days to weeks (one month or less), leveraging the richness of the site. The CKC can also help build community by being the home to community-grown temporary art projects that help “claim the corridor” and build increased ownership. These events may be City initiated or initiated by the community and stakeholder groups with the vetting and support of the City (via the KCAC and CKC Service Team) to assure they meet City arts and public space policy. This also allows the City to help promote and support these events. A key part of planning and approval for these events is a solid plan for demobilization and a commitment to leaving the site better than it was before.


community driven




stakeholder
art & events

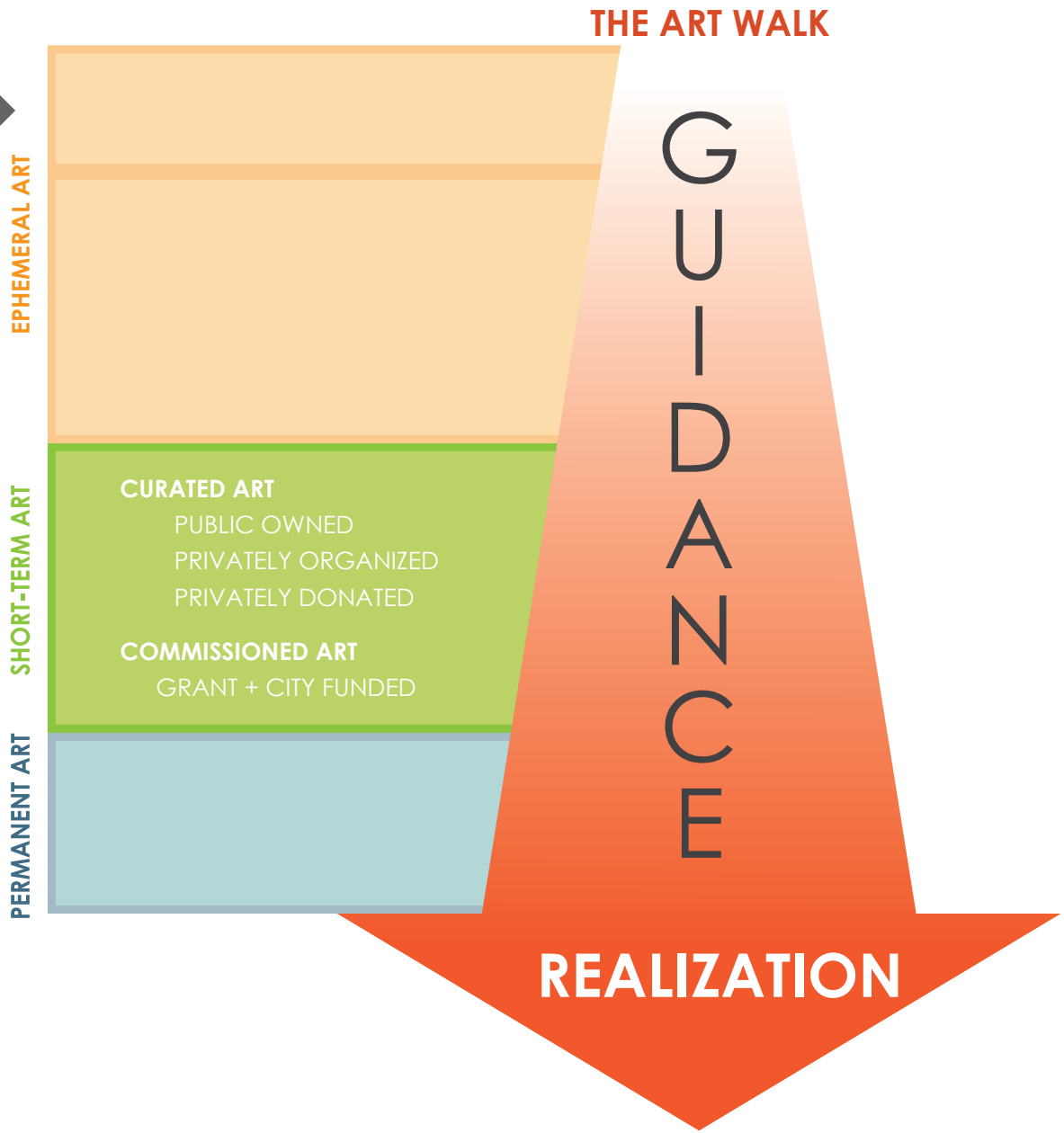





ephemeral

4.4 Funding and Commissioning Art Investment

R-5211
Exhibit A



As the investment in art on the corridor increases, the KCAC, CKC Service Team, and City funding are increasingly important as the likely catalyst for these events. Planning for such events a year or more in advance and pursuing funding is critical. The ambitions of these events also grows, with the opportunity to craft art calls of adequate stature to garner regional and potentially national attention. As part of this, the artist-selection process may be broadened to expand the reach and attractiveness of the art calls. Short-term art opportunities can significantly grow the stature of the arts in Kirkland and allow artistic experimentation while still unburdened by the cost and complexities of permanent public art pieces.

curated art

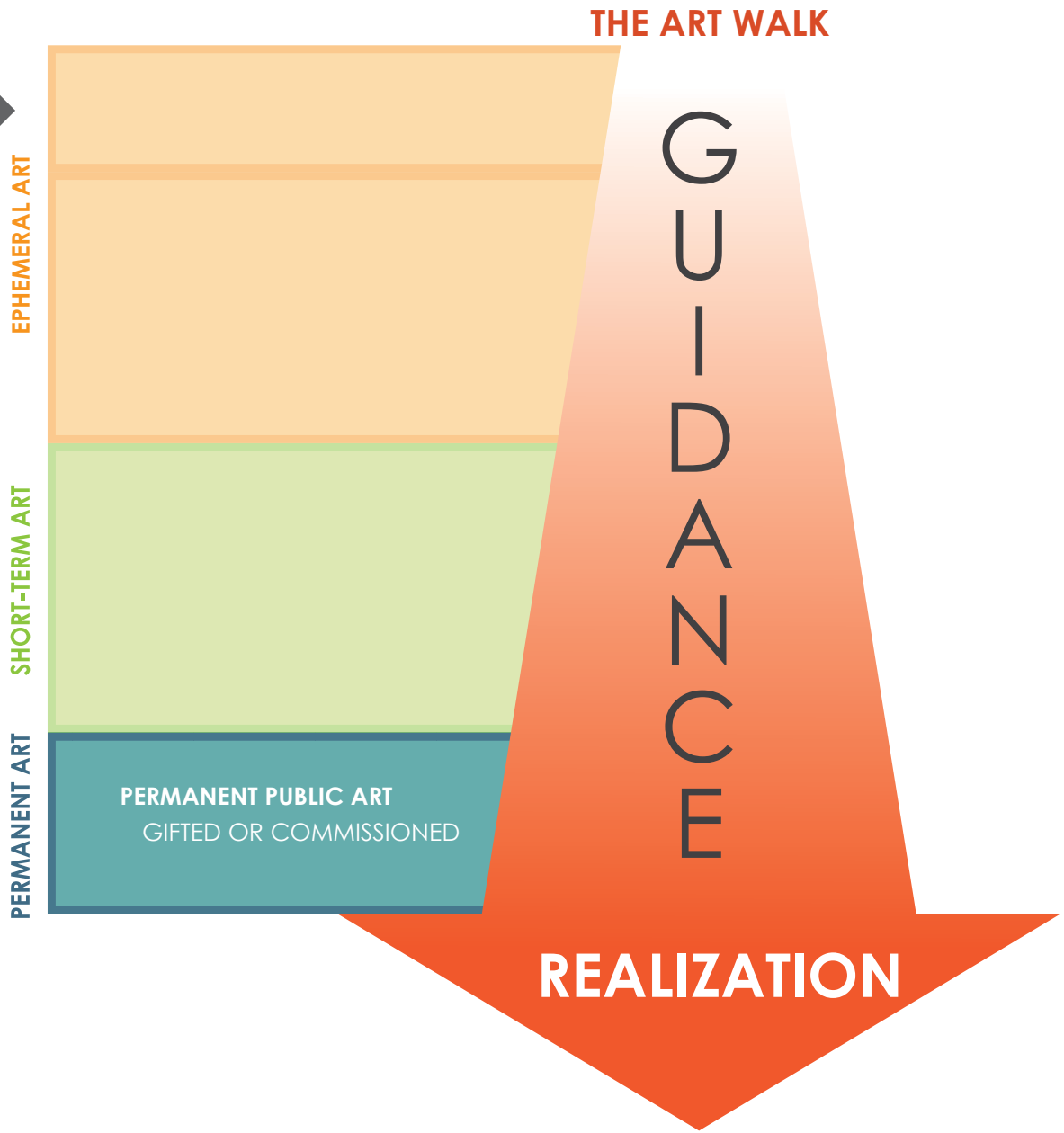


short-term commissioned art



4.5 Funding & Commissioning Permanent Art

R-5211
Exhibit A



More than a high level of initial investment, introducing permanent art to the corridor brings a much greater planning expectation of how the art will be an appropriate addition and reflection of the community. Additionally, the art element must be constructed for longevity and managed and maintained in perpetuity (30 years is the typical assumed life of such art). With the challenge of permanence and the increased investment, utilize the most robust City review process, likely including a diversity of City departments and public stakeholders.

curated art



short-term commissioned art



4.6 In Considering Art...

The Art Integration Plan lays out many strategies and ideas for how art can shape the City and the corridor. As it comes time to empower art on the corridor in real, tangible ways, those strategies can be measured against some simple considerations.

- Is the art and artist being empowered to “bring something different”?
- Is there an opportunity for the art (or the influence of the art) to reach beyond the corridor?
- Will the art enhance and shape City culture in ways big or small?
- Is the art shaped by and responding to the unique qualities of the CKC and Kirkland?
- Is the proposal being developed with consideration of the many different types of media or performance types that art can entail?
- Is the art clearly Public, with a capital “P”?
- Is the proposal responding appropriately to its unique character zone on the CKC?
- Can the proposal leverage existing site infrastructure, arts investment, or planned capital investments in the corridor to “elevate” the required to the inspired?
- If focused on or inspired by history, does the proposed intervention merely regurgitate fact, or does it craft an enriching, compelling story?
- Can it evolve to reward repeat trips to the corridor?
- Does the proposal engage or is it inspired by the surrounding physical condition and ecology?
- Is the art an appropriate “volume” (loud or quiet) for its proposed location?
- Does the art work move you? Has the artist awed and surprised you and allowed you to see things in a new, unexpected light?



4.6 In Considering Art...









4.7 Guidelines (CKC Specific)

a. Mechanisms and structures for meaningful art integration:

i. Build Budgets: Start small and build

1. Pilot projects should be funded from general planning funds. These can be temporary projects or events, but probably not permanent works. If successful, these projects can build support for a dedicated art budget for the CKC related to capital funding, and ideally for a fund that will persist after the CKC is completed.

ii. Build appetite: Start easy and move to challenge

1. Art can be a crucial aspect of the CKC, used to develop a sense of place, mark key sites, enliven areas of less interest or beauty, and excite the public.
2. Art must also be supported for its own sake. Art seen only as a functional tool will often fail as both a tool and art. Art can bring unexpected viewpoints and new authorship to the site. While art should support the general goals of the CKC, it can vary from them or create new ideas without undercutting the general project.

iii. Processes for managing Public art with a capitol “P”

1. Managing arts donations: Donations can be part of a robust public art program but must be carefully managed. Accepting works of art creates public responsibility to care for the works; donated works should support the broader goals of the public art program. All potential donations should be carefully vetted by City staff and approved by the KCAC and CKC Service Team. Donors should be encouraged to read and understand the public Art Integration Plan for the CKC and work to support its goals.

4.7 Guidelines (CKC Specific)

b. Funding considerations

Central to realizing the elements in this Art Integration Plan, is the need to invest in arts funding. This section identifies a variety of funding considerations and opportunities, however, it is critical to understand that if art is truly of cultural value of the city of Kirkland, that value requires city funding. Funding art includes the funding of artists and art fabrications, but it also includes the "soft-costs" of city staff to coordinate and build support for arts in the community. As arts are funded by the city as a demonstration of a community value, it becomes much easier to leverage those funds from outside sources, through philanthropy, grants, and even becoming home to more arts institutions and venues. For "outside" investors to increasingly support arts in Kirkland, there will be a desire to see the city's commitment to art in its budgeting and expenditures.

i. Capital set-asides:

1. Kirkland, as many cities do, has a 1% for art guideline, setting aside a portion of a capital project budgets, as a catalyst for investing in art in the city. This is a great tool to realize art on the CKC and the city as a whole! However, 1% for arts alone will not strengthen Kirkland as a city of arts. Capital set-asides typically only apply to certain portions of certain capital budgets. This allows the opportunity for artist integration into civic projects beyond those guidelines. Make art engagement part of a City Project Ethic, a culture that permeates city hall to include artist participation beyond the 1%, which can come with increased flexibility on how art and artists are engaged.
2. Investments of art from 1% typically manifest themselves in fixed, permanent art at a designated project site. However, a 1% arts investment can also result in mobile or movable elements, thereby allowing the city use capital investments from a project in one area of the city, to create mobile art or art program element that can be moved around the whole of the city to serve a much broader population. With art opportunities on the CKC welcoming mobile interventions, such opportunities could be realized by leveraging arts dollars from more distant projects. Think mobile performance venue or a mobile artist-in-residence studio that is budgeted from a project in one neighborhood, enriching the lives of residents at events all around the city, including on the CKC!

4.7 Guidelines (CKC Specific)

ii. Leveraging public works projects (artist as participant)

1. Design team artists can consult on larger projects without taking on larger fabrication and installation costs. By integrating artists with the design team, the project can include their input on infrastructural projects built as part of the general program for the CKC.

iii. Philanthropy

1. Donations are discussed above. Philanthropy has played a major role in funding public art around the Northwest, with the Western Washington University sculpture collection as a prime example. Philanthropic initiatives should be supported and guided toward investments that complement the public projects on the CKC.

iv. Collaborating with other cities on grants.

c. Engaging artists

i. Selection process/structure: Artists should be selected through a combination of invitational and open calls issued as RFQs. RFPs have several problems, including uncompensated labor, unfamiliarity with the project site and goals among responding artists, and tying the City too early to a specific project. Site-specific projects are best developed once an artist is under contract and can devote time and resources to research, conceptual development, and site integration.

1. Curatorial process: A curator or artist in residence can develop a curatorial plan building upon the Art Integration Plan. They may directly select artists for temporary projects and events, and develop invitational calls and open RFQs for permanent works.
2. Staff-led: Calls are issued by City staff, building on the Art Integration Plan. A City project manager should work to issue contracts, manage conceptual and design development, and oversee fabrication and installation, working with the artist as the lead contractor.
3. Consultant-led: Similar to staff-led, but managed by external specialists in art and project management. Also allows greater possibility of developing a consistent conceptual approach to the art program.

4.7 Guidelines (CKC Specific)

ii. Managing artist process and art creation

1. Artists should be allowed enough time to develop truly site-responsive works which support the broader goals of the CKC.
2. Once selected, artists should meet with City staff and project managers, the KCAC, and selected stakeholders.
3. Projects should be presented at concept stage to the above for advice and approval.
4. Permanent projects should be installed, if possible, alongside the capital improvements on their sites and under the same permits.

d. Managing art

i. Once it's there, maintain and leverage it.

ii. Maintenance budgets separate from capital funds are crucial and very often underfunded relative to percent-for-art programs. Art should be considered from a long-term maintenance view as it is being developed, and funds should be identified sufficient to maintain all commissions and donations.

4.8 Art Policy (City of Kirkland)

CURRENT CITY OF KIRKLAND PUBLIC ART POLICY GUIDELINES AS OF May 2016

Public Art Vision

Kirkland maintains a diverse public art collection that invites interaction, fosters civic identity and community pride, inspires a sense of discovery, stimulates cultural awareness, and encourages economic development.

The Kirkland Cultural Arts Commission (KCAC)

The Kirkland Cultural Arts Commission is responsible for helping the City Council implement the Public Art Vision in Kirkland. The Cultural Arts Commission a volunteer advisory board that works to help arts, culture and heritage grow and thrive in the City of Kirkland. Along with supporting art and cultural initiatives, the Cultural Arts Commission promotes strategic arts planning and advises the City Council on art acquisition in Kirkland.

KCAC Mission

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

KCAC Goals:

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

PUBLIC ART ACQUISITION GUIDELINES

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

Proposed public art acquisitions will be evaluated on the following:

A. The quality and aesthetic merit of the art work.

B. Context within the city collection should be considered with the following criteria:

   a. Does art work enhance the existing collection or add diversity?

4.8 Art Policy (City of Kirkland)

   b. How does the piece engage the public?
   c. Are the materials appropriate?
   d. Is the piece susceptible to vandalism or graffiti?

C. Coordination with the Park Board or other affected commissions and departments concerning siting, costs of installation, and maintenance of art work.
   a. Availability of an appropriate site.
   b. Appropriateness in size, scale, material, form and style for the area in which it is to be placed.
   c. Condition, durability, installation, and maintenance requirements of the art work.

D. Donor conditions, if applicable.

E. If applicable, loaned artwork can be purchased if there is sufficient public support to acquire it via public fundraising or City Council action.

Other Considerations:

- Whenever appropriate, siting decisions will be determined by a public art jury made up of surrounding neighbors, businesses, or associations (e.g., business or neighborhood) impacted by an art work location.
- For a work proposed for loan to the City, the owner or owner's representative will be required to enter into an Art Display Agreement setting forth the length of the loan and other terms such as location, maintenance requirements, insurance, value of art work, installation and removal responsibility, and other conditions pertinent to the agreement.
- Donated or loaned art work will include identifying plaques if accepted by the City.
- Donated or loaned art may be declined at the discretion of the City consistent with the criteria in the public art policy guidelines.
- All accepted donated works become part of the City art collection and, as such, may be relocated.
- Unrestricted monetary donations to help fund public art acquisitions will be accepted at any time. Donations with conditions or restrictions such as use for acquisition of a specific artwork or theme will be reviewed and accepted in accordance with this policy, and declined if the conditions or restrictions are not approved.

4.8 Art Policy (City of Kirkland)

TEMPORARY ART EXHIBITS

Objectives

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

Guidelines

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

PARK LANE OUTDOOR ART GALLERY

- An outdoor art gallery located on Park Lane is intended to display temporary art for sale to the public.
- No more than six pieces of art will be displayed at one time on city-owned plinths that have been installed in the public right-of-way.
- The Cultural Arts Commission will accept sculpture display applications on a rolling basis and curate the selection of art.
- Art will be displayed for 12-18 months unless it is sold at which time the display term may be shortened, and the art replaced with another selected piece.
- Unlike other pieces of temporary art where the process calls for City Council consideration of recommendations made the Cultural Arts Commission, outdoor art gallery work will only require Cultural Arts Commission approval.
- Draft Guidelines for CKC Ephemeral Art (Not adopted by City Council)

4.8 Art Policy (City of Kirkland)

The Cross Kirkland Corridor (CKC) is a civic open space and active transportation connection. Art on the CKC has been envisioned as one more civic expression of the city and its residents, and as a catalyst for the corridor becoming a sought after destination for visitors to the city. Reference the CKC Master plan and CKC Art Integration Plan for further detail.

One type of art that is encouraged on the CKC is Ephemeral Art, art which is built to last only a short period of time. These artworks are often left to degrade in natural environmental conditions. Examples of such art include: art made out of natural material, water soluble painting. Ephemeral Art can also be art performances or art installations that are created and then dismantled after their exhibit.

- Ephemeral art, visual or performance art or some other art expression, shall be allowed on the corridor for no more than 60 days, and in this way distinguished from permanent art and other temporary art
- Representatives from the KCAC, representatives from the CKC Steering Committee, Office of the Special Events Coordinator and others as deemed appropriate shall be included in conceptual review of the art
- Approval of the art will require recommendations from these representatives and any other affected City departments and groups with final approval vested in the KCAC and CKC Service Team.
- In reviewing the art concept, the KCAC and other parties to the decision shall take into account:
  - The compatibility and sensitivity of the art to its natural surroundings and particularly critical areas
  - The compatibility and sensitivity of the art to abutting neighborhoods, business districts and schools
  - That the art not impede transportation flow – bike and pedestrian- on the CKC, or connections from the CKC
  - That artists or event producers be charged with making sure the art remains in good condition while on display, (is not a safety hazard or the target for graffiti) and that it is removed if the latter conditions ensue
  - That artists and event producers abide by the city events policies and also business licensing and insurance requirements
  - The artists and or event producers will be required to leave the location or locations of the art as they found them unless exceptions are made

4.8 Art Policy (City of Kirkland)

ADDITIONAL MEMORIAL PUBLIC ART CONSIDERATIONS

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

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

A. The fit of the art work with the overall character of public art already on display throughout the city.

B. The timeless qualities of the art work, including its significance and appeal to future generations. Memorial proposals honoring individuals or a personal event should be represented in a form that has a broader community interest and moves the viewer to a special experience. Examples include community parks, landscaped gardens and plazas, sculpture and art works, plaques about history or the environment, poetry, fountains, park benches, and site furnishings.

C. The art work's success in expressing the spirit of the person(s) or event to be commemorated.

D. Memorial artwork should not set a precedent that goes against the criteria outlined above. Artwork should be congruent with the existing collection, its immediate environment and site specific existing artwork.

4.8 Art Policy (City of Kirkland)

E. The artistic merit of the art work.

F. The proposed location of the art work. The location should be an appropriate setting for the memorial and should not interfere with existing and proposed circulation and use patterns. It is recognized that a particular location may reach a saturation point and it would then be appropriate to consider limitations or a moratorium on future memorial installations at that location or area.

G. The fit in terms of the size, scale, material, form and style for the area in which it is to be placed.

H. Condition, durability, installation, and maintenance requirements of the art work.

DEACCESSION OF ART WORK

Objectives

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

Guidelines

Deaccessioning should be cautiously applied only after careful and impartial evaluation including input from the Cultural Arts Commission, art professionals, the public, the artist, and final review and decision by the City Council

- Deaccessioning of art work may be considered for one or more of the following reasons:

A. The condition or security of the art work cannot be reasonably guaranteed in its present location.

B. The art work presents a public safety risk.

C. The art work is damaged and repair is not feasible.

D. Significant changes in the use, character or actual design of the site require a re-evaluation of the art work's relationship to the site.

E. The art work requires excessive maintenance or has failures of design or workmanship.

F. The art work no longer meets the mission and goals of the Public Art Policy.

4.8 Art Policy (City of Kirkland)

RELOCATION OF ARTWORK

Objectives

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

A. The condition or security of the art work cannot be reasonably guaranteed in its present location.

B. The art work presents a public safety risk.

C. Significant changes in the use, character or actual design of the site require a re-evaluation of the art work's relationship to the site.

D. A more suitable location for the artwork has been proposed.

E. Procedures for possible deaccessioning or relocation of art work shall be initiated by a majority vote of the Cultural Arts Commission or direction from the City Council. The following describes specific procedures for deaccessioning or relocation of artwork.

F. Review of any restriction which may apply to the specific work.

G. Assessment of options for storage or disposition of art work, which may include sale, trade, return to the artist, or gift.

H. Analysis of reasons for deaccessioning and recommendation to City Council for the final decision. The Cultural Arts Commission may seek additional information regarding the art work from the public, the artist, art galleries, curators, appraisers, or other professionals prior to making a recommendation.

PUBLIC ART JURIES FOR COMMISSIONED WORKS OF ART

- The Cultural Arts Commission may convene a jury to review individual public art memorials or acquisitions. The Commission will convene a jury when the public art work to be considered is a commissioned piece and is not an already completed work of art.
- Candidate jurors can include but will not be limited to: artists, architects, landscape architects, engineers, urban designers, representatives from the community, art professionals and other stakeholders.
- An appointed jury shall not include City Council members, or their partners or families.
- A jury shall not ordinarily be comprised of more than 50% membership from the Cultural Arts Commission.

4.8 Art Policy (City of Kirkland)

- Proposals for commissioned works shall include:
  A. A three-dimensional model (when appropriate) or complete drawing of a two-dimensional work
  B. Drawings or photographs that demonstrate the relationship of the artwork to the site
  C. Material samples for the artwork and any relevant construction materials
  D. Installation details
  E. Description of routine maintenance and estimate of maintenance costs
  F. Approval for the installation and use of site by the appropriate city department(s)
  G. Artist's resume
  H. Budget and schedule

PUBLIC INPUT FOR PUBLIC ART OPPORTUNITIES

Objective

To encourage community involvement in art, cultural and heritage activities, the City Council may seek community input on public art decisions.

- After City Council receives the recommendation from the Cultural Arts Commission and/or Public Art Jury, the Council, at its discretion, may seek broader community input on the recommendation before making a decision to acquire and site public art, to approve temporary and memorial art, or to deaccession art.

SCRAPBOOK!

The scrapbook is the opportunity to catalog some of the great ideas from this planning process as a starting point for a wealth of new inspiration from the many artists who will shape the Cross Kirkland Corridor.

Inevitably, through this process, many ideas are shared, from vague and broad, to specific and ... well, crazy!

The scrapbook can be a living thing as new ideas continue to emerge. There are already too many ideas to fully share each, but within this section are some examples that reflect the range of possibility on the CKC. More ideas are documented in Exhibits A and B as part of this document.




SEAHAWKS



ART NOW!



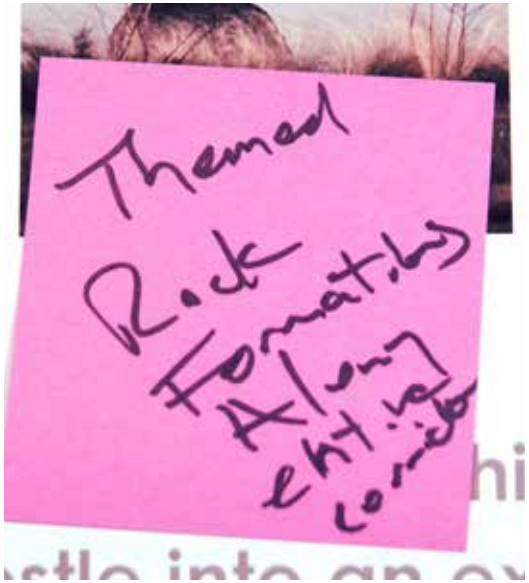
The scrapbook starts with the hopes of a real event, a celebration of completion of this planning process and a celebration of this Art Integration Plan becoming a catalyst for art on the Cross Kirkland Corridor moving forward.

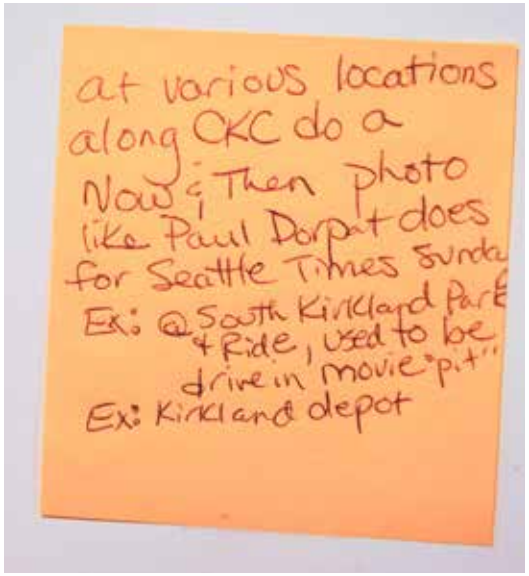
Phantasmagoria: A community-powered festival of light celebrating art on the Cross Kirkland Corridor. Envisioned for September or October of 2016, this inaugural festival transforms the CKC into a linear, lighted festival experience. Kirklandites will participate in free lantern-making workshops enriching the community experience in creative activities, while also shining a light on the artistic community in Kirkland and the region, all to inspire further interest and participation in the arts.

The community creations will culminate in a festival with multiple organic starting points proceeding to a designated epicenter with more lantern-making booths, music, lighted dance performances, and a community-powered light spectacle.

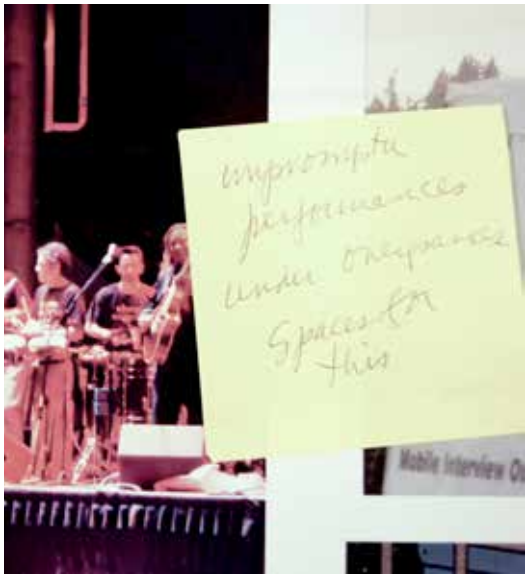


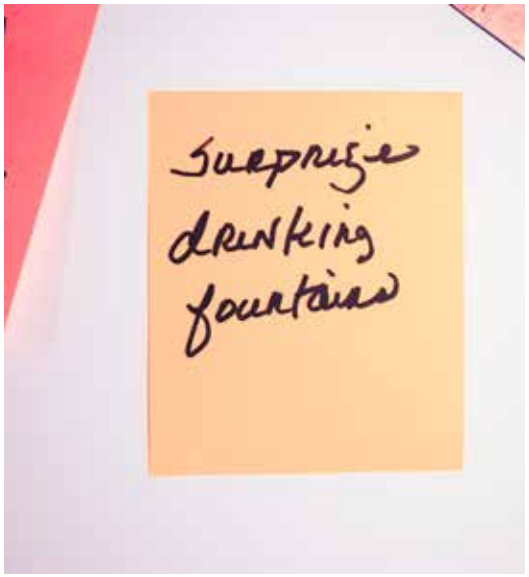



Themed
Rock
Formations
Along
Art
corridor


at various locations
along CKC do a
Now & Then photo
like Paul Dorpat does
for Seattle Times Sunda
Ex: @South Kirkland Park
& Ride, used to be
drive in movie "pit"
Ex: Kirkland depot


Sea
Serpent
Sculpture


impromptu
performances
under
Spaces for
this


Surprise
drinking
fountains


A SPACE
CURATED BY
KIRKLAND
ARTS CENTER



Kirkland Curio

While much of the corridor has been scrubbed of the equipment of its railroad past, one beautiful, utilitarian cabinet remains. Imagine the introverted, unnoticed, utilitarian structure reimagined through minimal interventions of applied graphics and new viewing windows, as a curio cabinet with monthly curated exhibits (managed by the KCAC) that could range from community members displaying their passions, to artists having a mini gallery, to artists-in-residence crafting their art on the corridor.





INDUSTRIAL CANVAS, Molly Dilworth, Fort Industry, 2015





forms of
art on the
CKC!

Acknowledgments

This Cross Kirkland Corridor Arts Integration Plan owes its existence to the passion and energy of a wide range of arts advocates, elected officials, city staff, and passionate residents of the Kirkland. It is through their leadership that this initiative has been funded, and their energy and support that it will realize its desired outcomes going forward!

Kirkland City Council

Mayor Amy Walen

Deputy Mayor Jay Arnold

Councilmember Shelley Kloba

Councilmember Penny Sweet

Councilmember Toby Nixon

Councilmember Dave Asher

Councilmember Doreen Marchione

Kirkland's City Manager

Kurt Triplett

Kurt's vision and leadership in buying, planning, and realizing the Cross Kirkland Corridor has made the CKC a model project for the region, and increasingly on the national stage.

Kirkland Cultural Arts Commission

These dedicated volunteers from the community have worked tirelessly to both shape this plan and advocate and promote the arts on the CKC and city as a whole!

Dawn Laurant (Chair)

Ryan James (Vice Chair).

Carol Belval

Lani Brockman

Kevin Creekmore

Christine Exline

Emily Gjertsson

Marianna Hanefeld

Colleen Lenahan

Michelle Lustgarten

Dana Nunnelly

Linda Paros

Gaerda Zeiler





Supported by the hard work and vision of Cultural Arts Commission City Staff:

Ellen Miller-Wolfe

Philippa Marsh

The Kirkland Community!

This report owes a special thanks to members of the city's public, notably braving dark stormy evenings in November and January to attend work sessions to share their time, passion, and ideas to shape this plan!

The Cross Kirkland Corridor Art Implementation Plan was prepared by:

PARTNERSHIP berger

Guy Michaelsen

Brad McGuirt

Tori Halligan

Christine Gannon

In collaboration with:

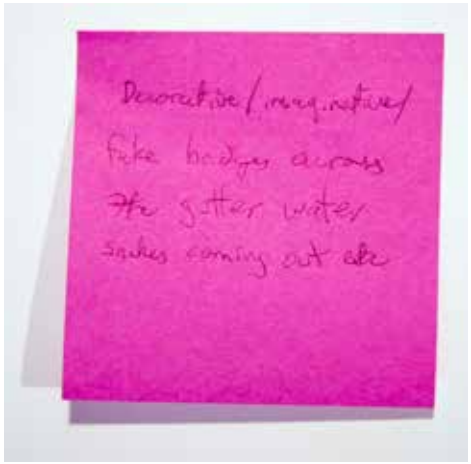
ERIC FREDERICKSEN
GENERAL DELIVERY

CITY OF KIRKLAND WASHINGTON

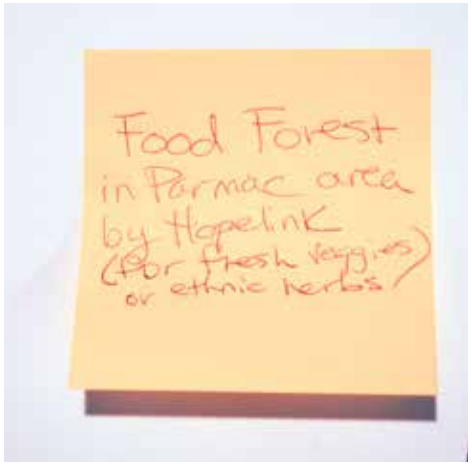
7.0 Appendices

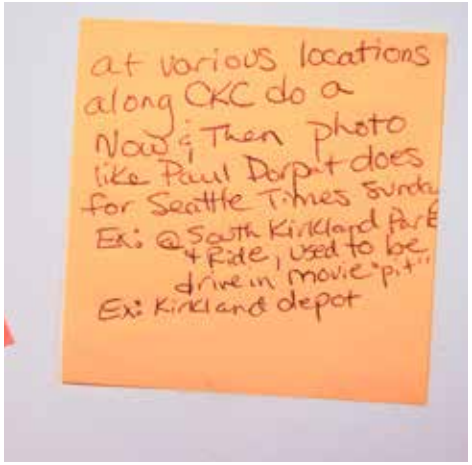
First public outreach session on November 16, 2015

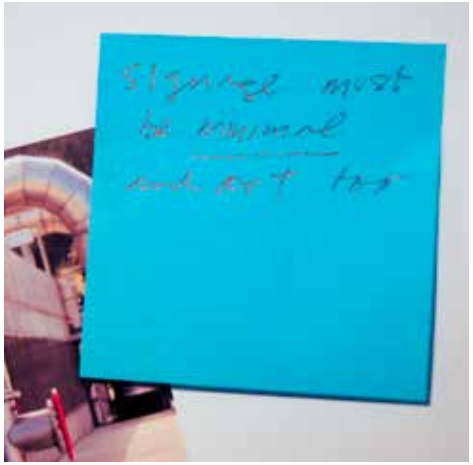




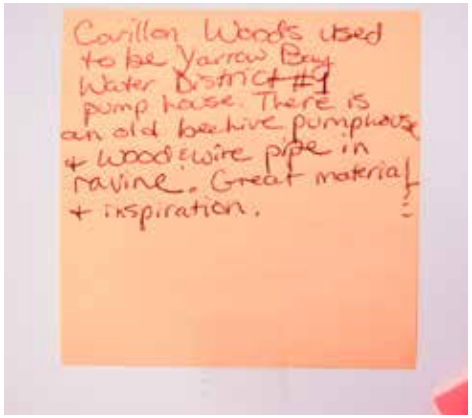




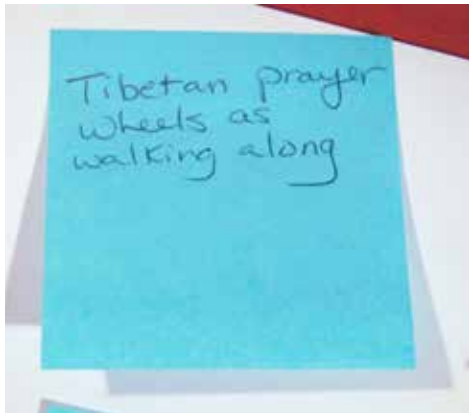


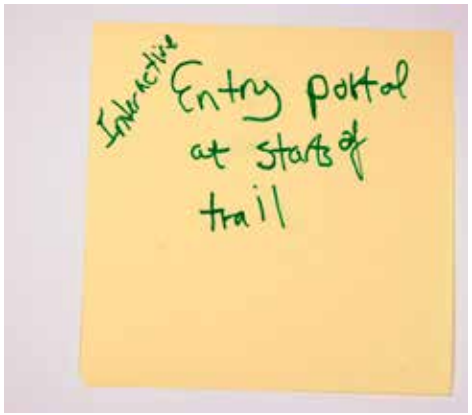






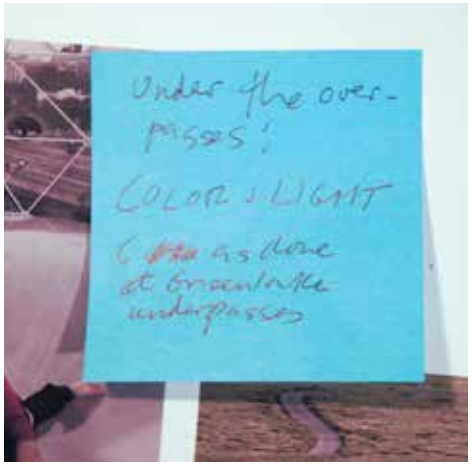


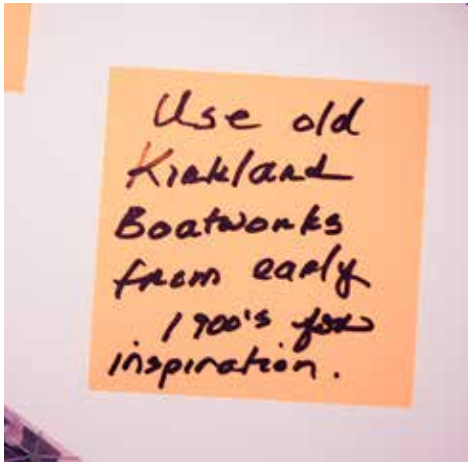


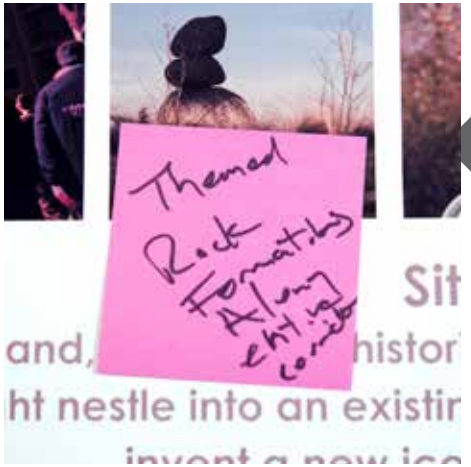





Industrial link
(eg Cannery)
near Norfolk edge

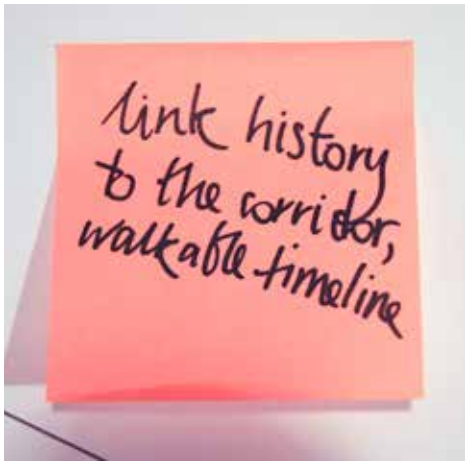

Under the over-
passes!
COLOR + LIGHT

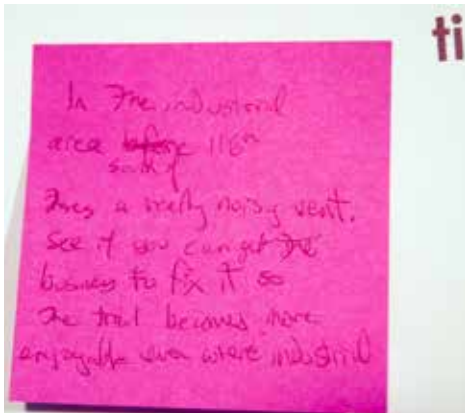

Use old
Kirkland
Boatworks
from early
1900's for
inspiration.

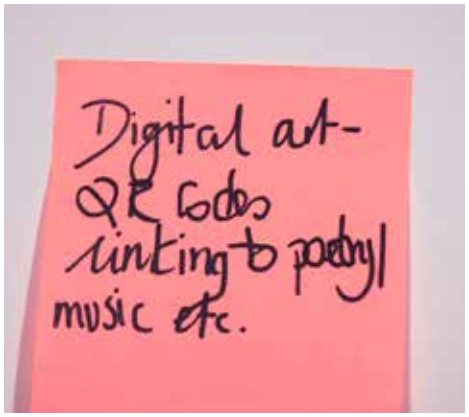

Themed
Rock
Formations
Sit
and,
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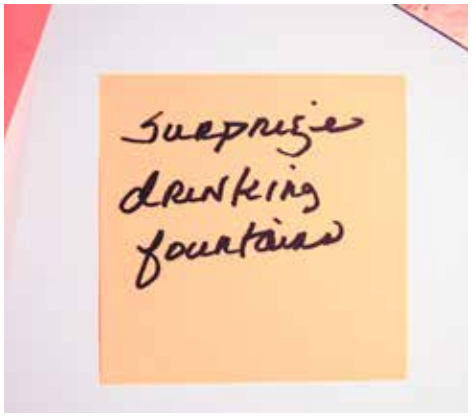

create
something
that changes
w/ seasons
light w/temp?


Themed
Rock
Formations
Site specific
histories and tradi-


link history
to the corridor,
walkable timeline


ti


Digital art-
QR codes
linking to poetry/
music etc.

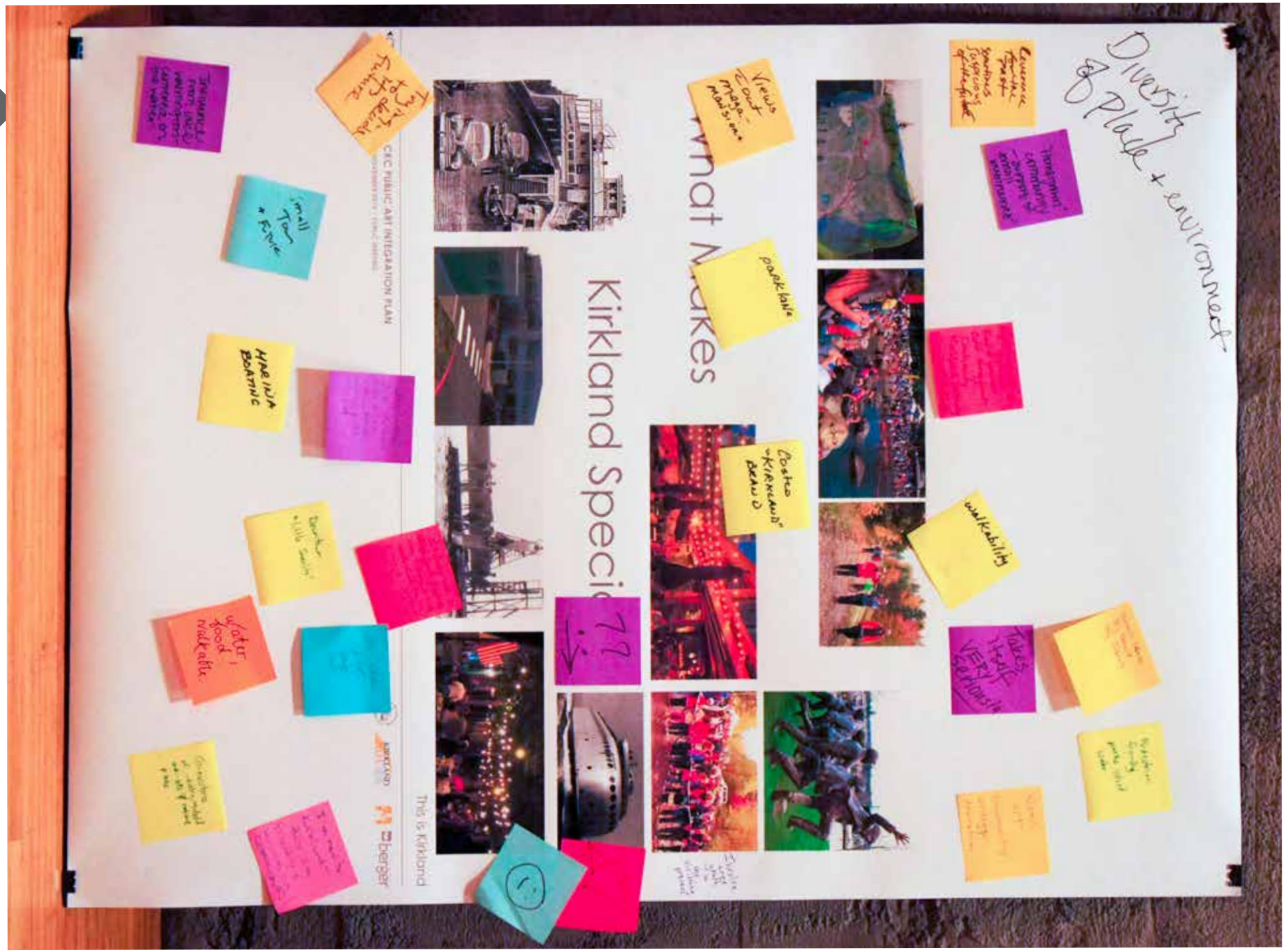

Surprise
drinking
fountains


Make me
look

7.0 Appendices

WHAT MAKES KIRKLAND SPECIAL?

R-5211
Exhibit A

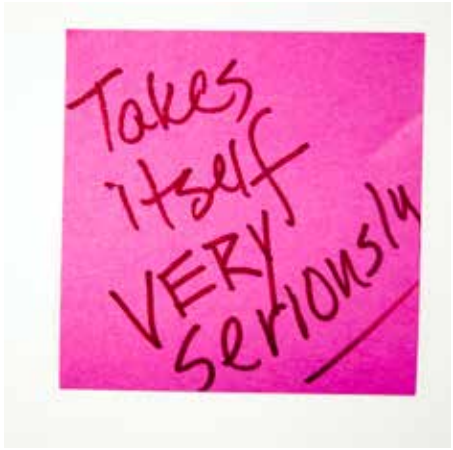



Small scale
Big Heart
Big Ideas

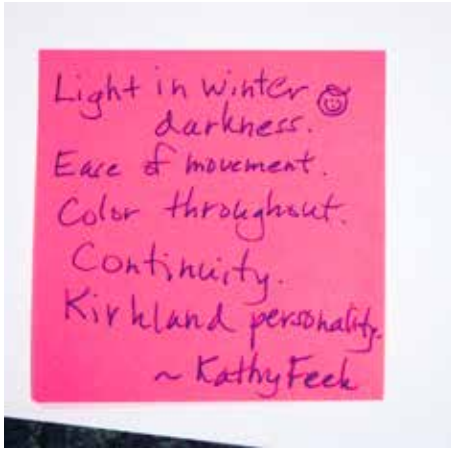

Pedestrian
friendly
parks valued
water

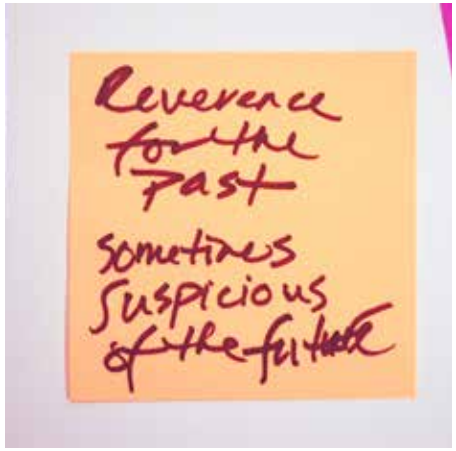

Water
art
Community
energy
destination

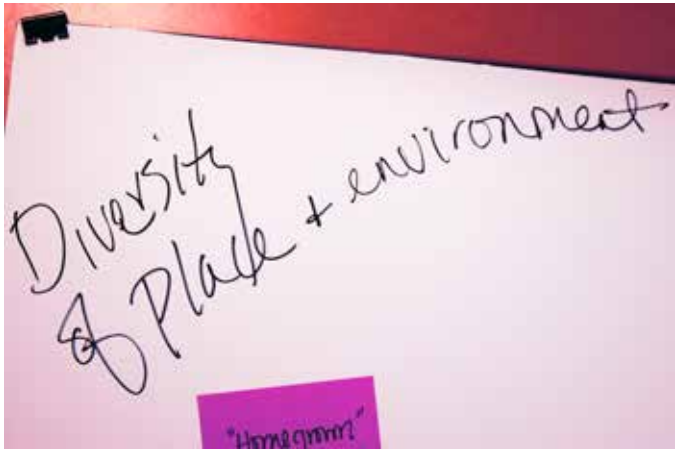

"Homegrown"
community
- support of
small
businesses

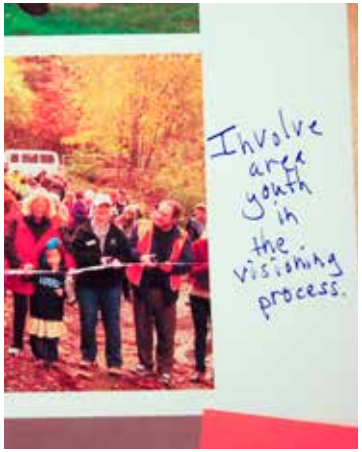

Takes
itself
VERY
seriously

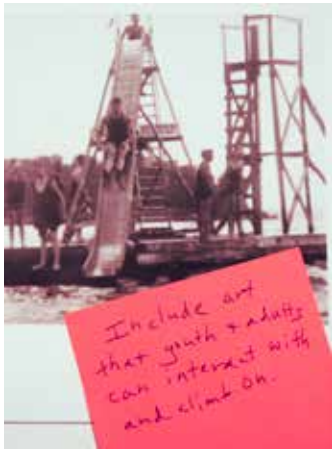

walkability


Light in winter
darkness.
Ease of movement.
Color throughout.
Continuity.
Kirkland personality.
~ Kathy Feek


Reverence
for the
past
sometimes
suspicious
of the future


Diversity
& Place + environment
"Homegrown"

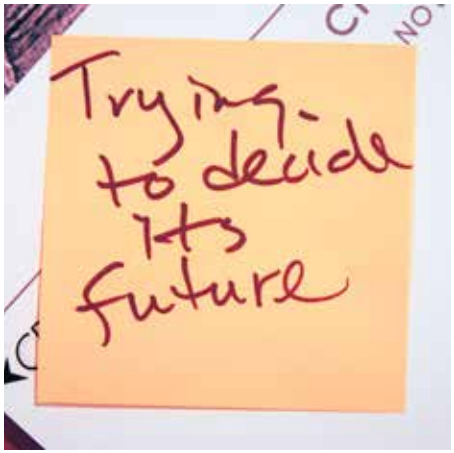

Involve
area
youth
in
the
visioning
process.

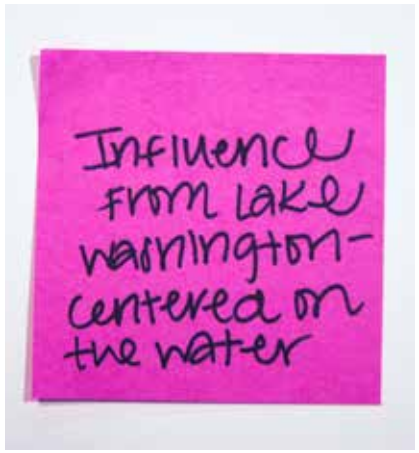

Include art
that youth + adults
can interact with
and climb on.

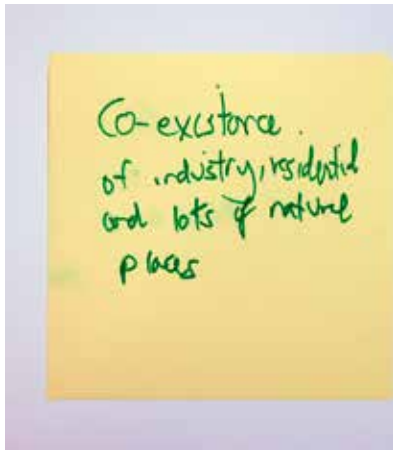

Costco
"KIRKLAND"
BRAND

7.0 Appendices

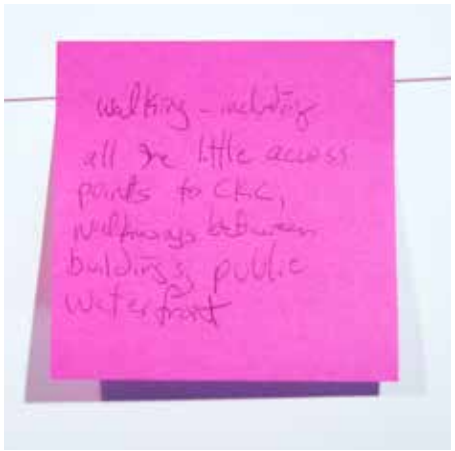






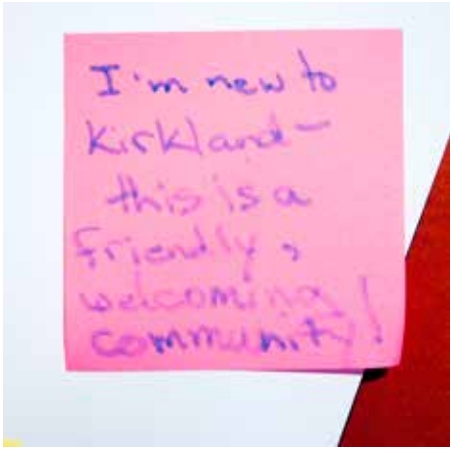


















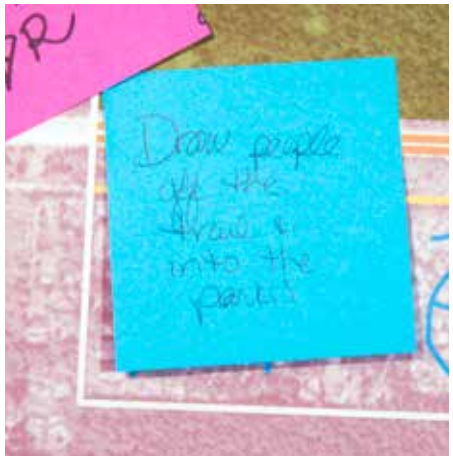


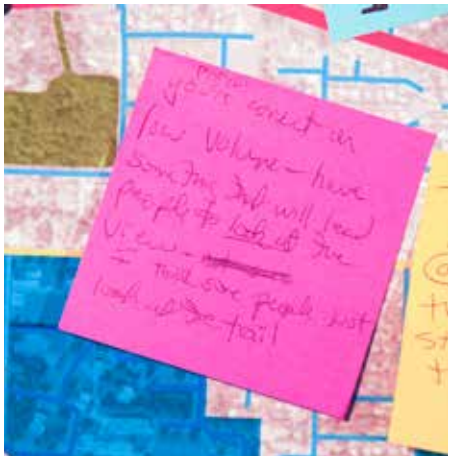

PARKS
SCHOOLS
NORTH
YARROW WOODS
HOUGHTON PORCH
CONVERGENCE ZONE
EVEREST EDGE
NORKIRK EDGE
HIGHLA PASS
ACTIVE ZONE
CROSSKIRKLAND CORRIDOR
CKC PUBLIC ART INTEGRATION PLAN
16 NOVEMBER 2016 | PUBLIC MEETING
KIRKLAND
berger

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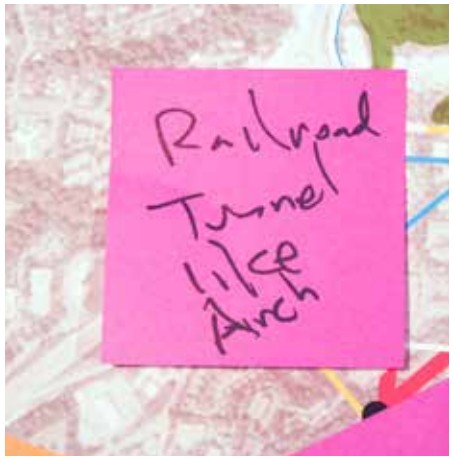


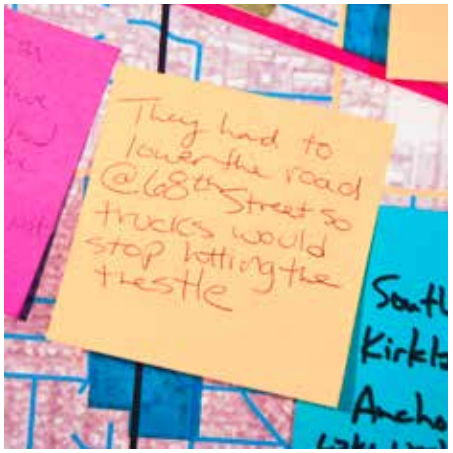




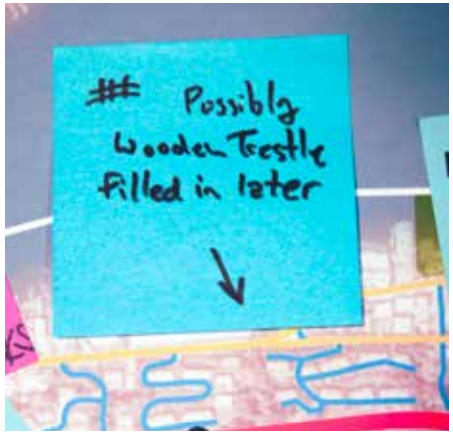


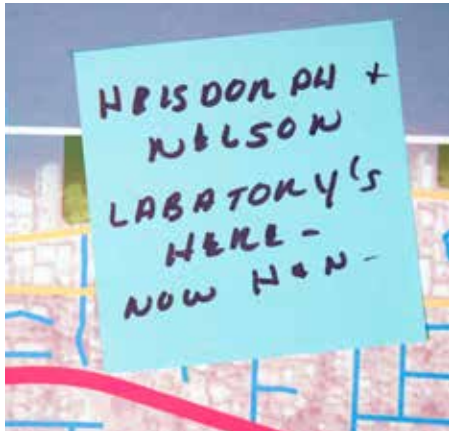


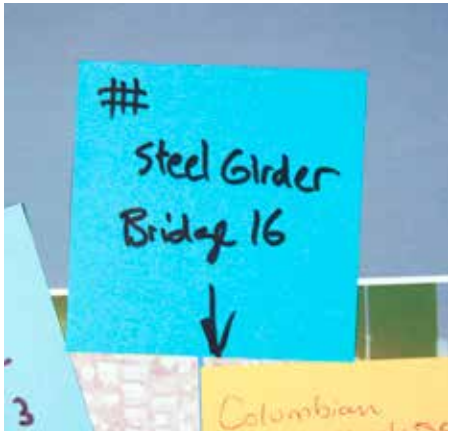


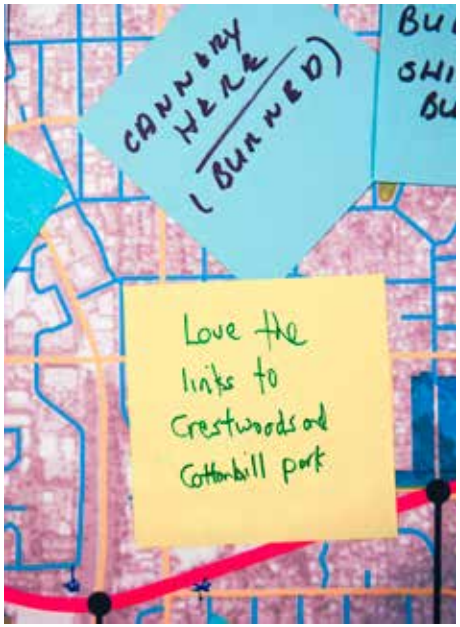






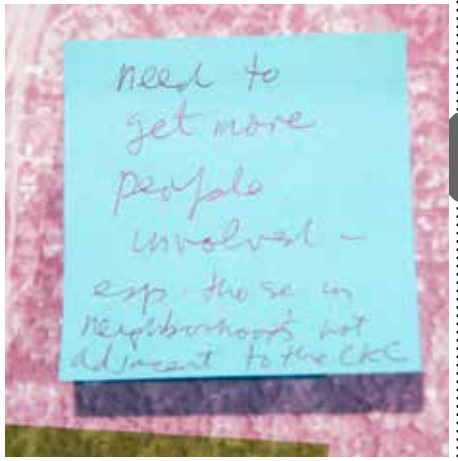


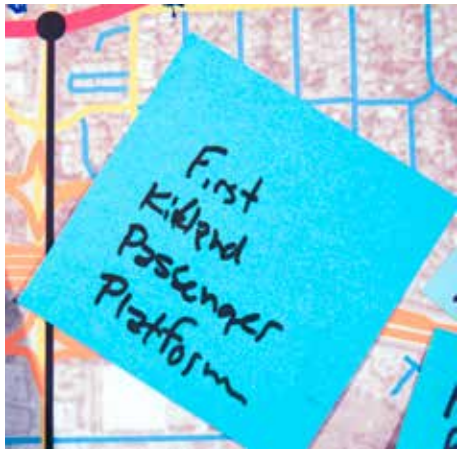



CANNERY HERE (BURNED)
Love the links to Crestwoods and Cottonhill park

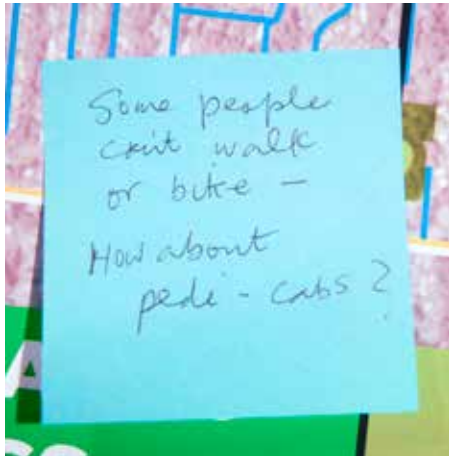

VAN AALST BULB FARM SHIPPED BULBS
AUTO'S UNLOA


AUTO'S UNLOADED
LEE JOHNSON


need to get more people involved - esp. those in neighborhoods not adjacent to the CKC


First Kitsap Passenger Platform


STEEL MILL WAS TO MAKE RAILROAD RAIL -
Mosquito Fleet Steel Mill

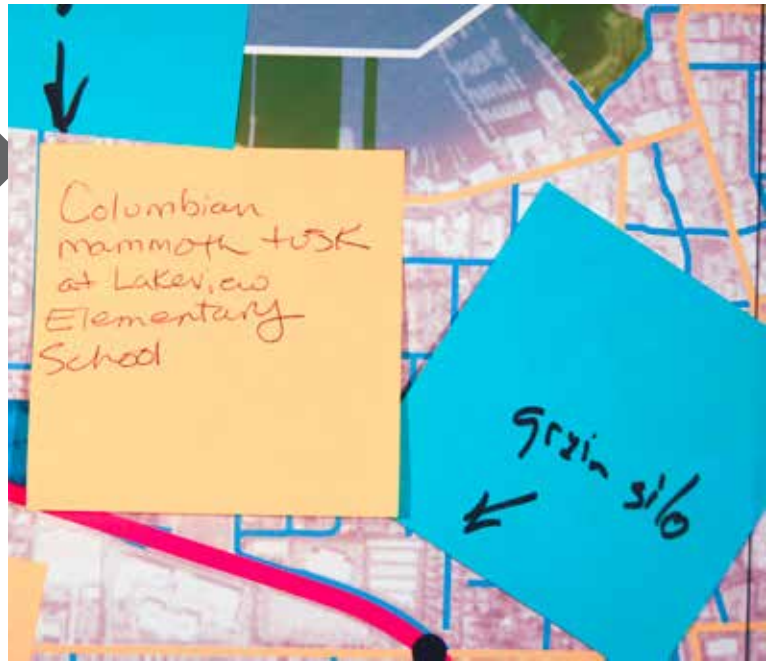

Some people can't walk or bike -
How about pedi-cabs?

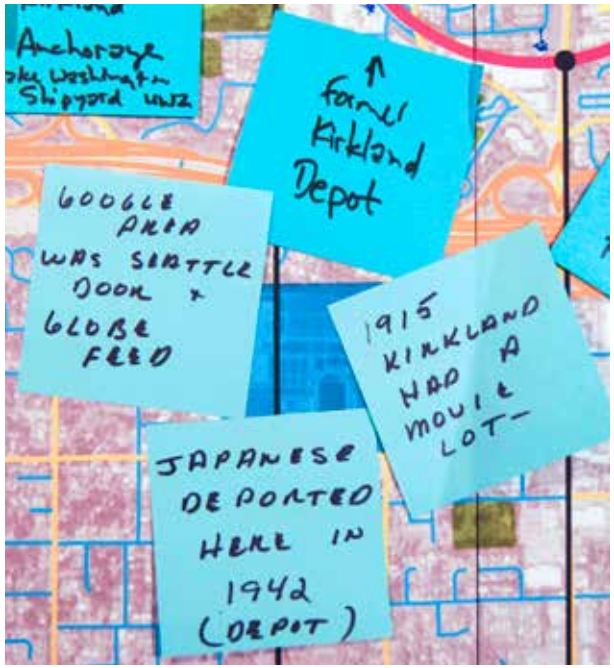

COLUMBIA WINERY STARTED HERE


People on the CKC are potential customers.


Normal 1970s Industrial Buildings

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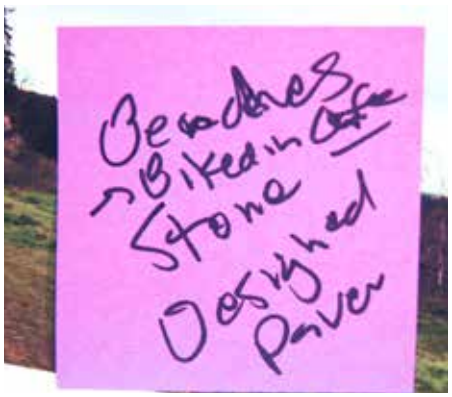


















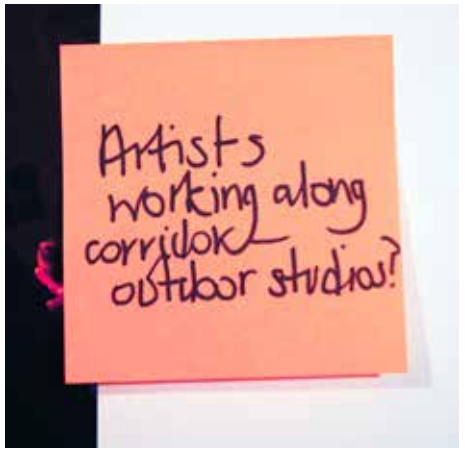
EVENTS AND TEMPORARY PROJECTS

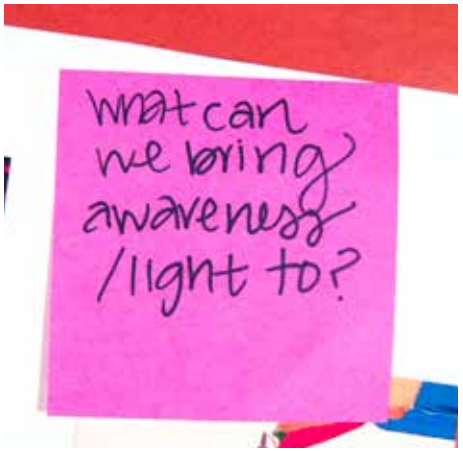


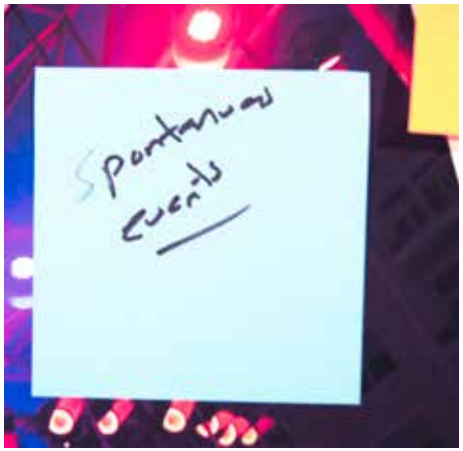
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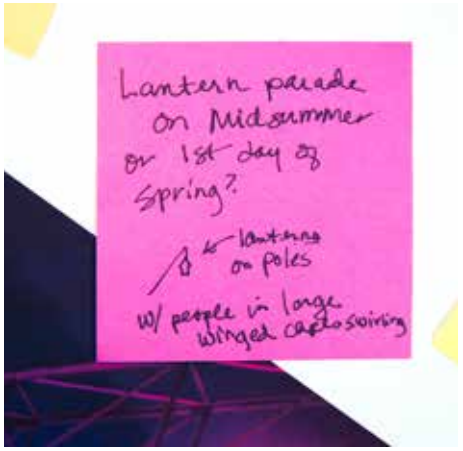








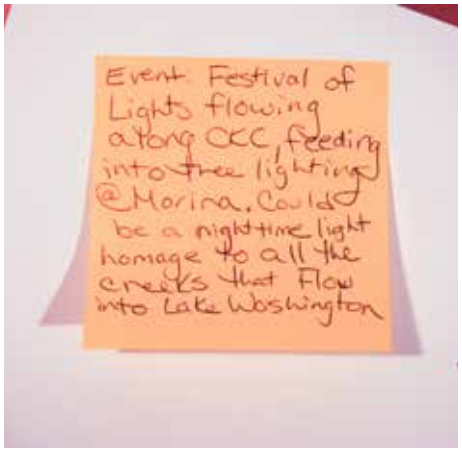


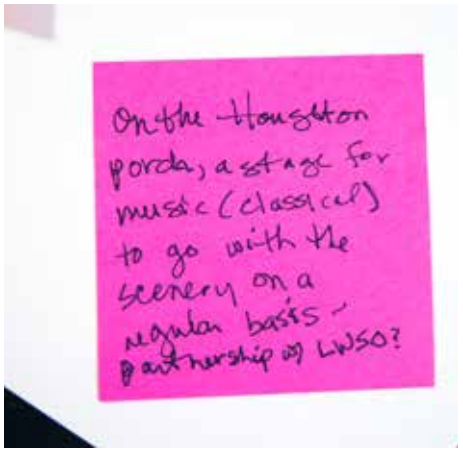


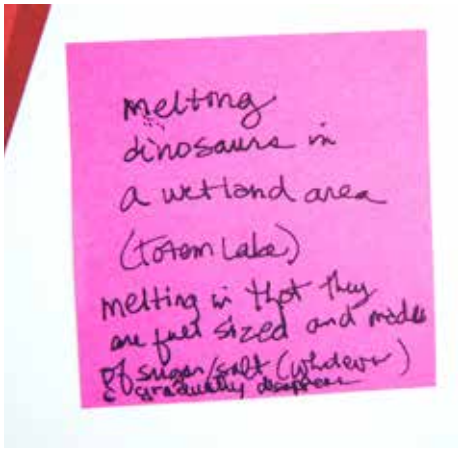


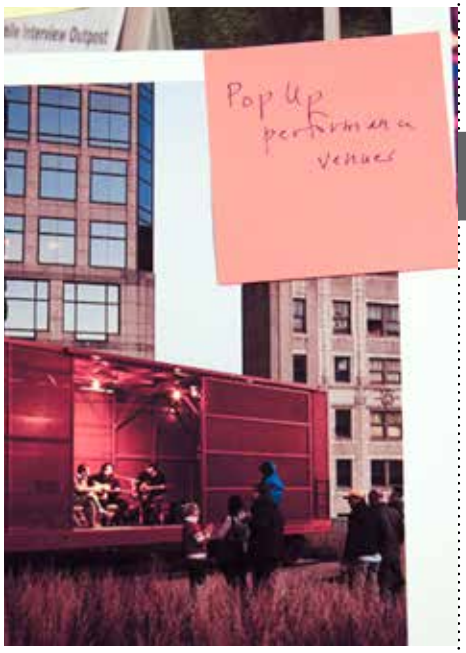




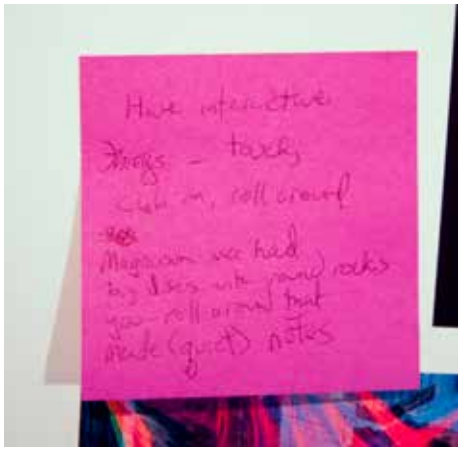

Event Festival of Lights flowing along CKC, feeding into tree lighting @Marina. Could be a nighttime light homage to all the creeks that flow into Lake Washington

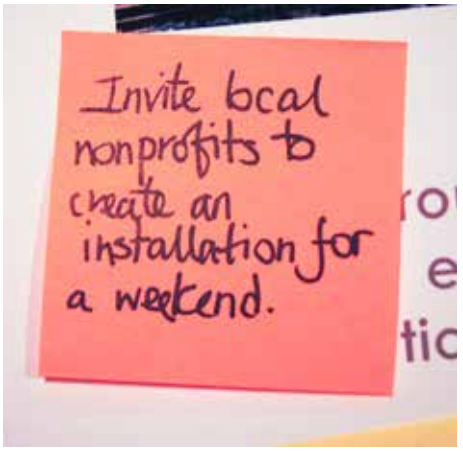

On the Houghton porch, a stage for music (classical) to go with the scenery on a regular basis - partnership w/ LWSO?


melting dinosaurs in a wetland area (Totem Lake)
melting in that they are fast sized and made of sugar/salt (whatever) & gradually disappear


Pop Up performance venues

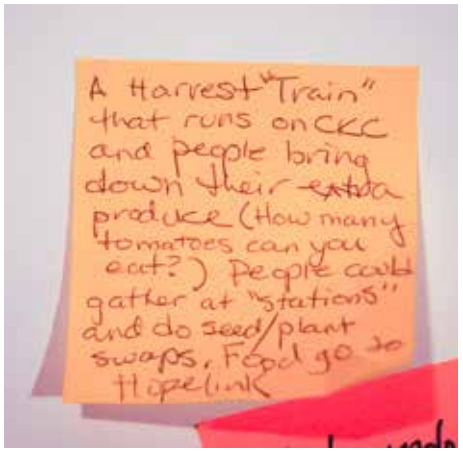

Elements of SURPRISE!
yes please

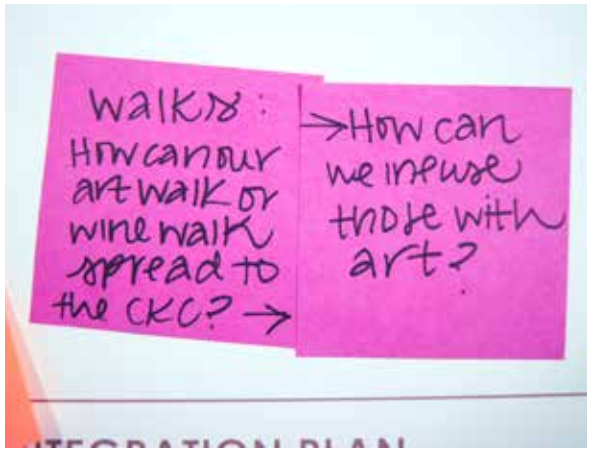

Have interactive things - touchy
Magician we had


Invite local nonprofits to create an installation for a weekend.


GRAFITTI ARTISTS

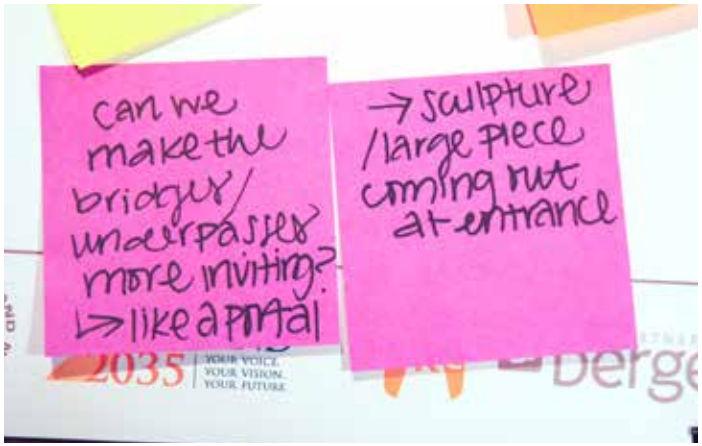

Artists under the bridge - community arts Projects!
2015 | PUBLIC

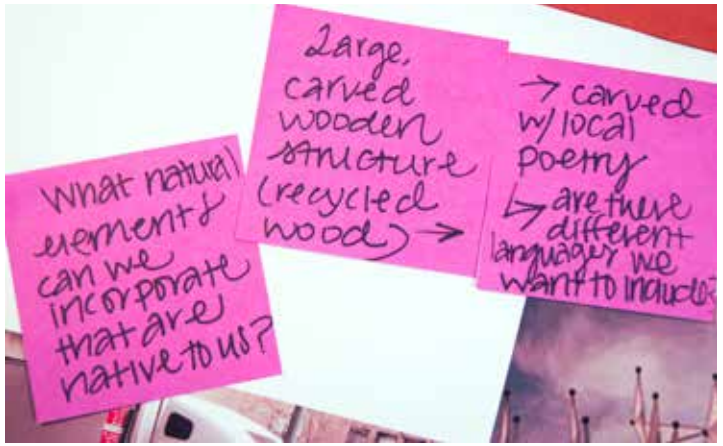

A Harvest "Train" that runs on CKC and people bring down their extra produce (How many tomatoes can you eat?) People could gather at "stations" and do seed/plant swaps. Food go to Hopelink

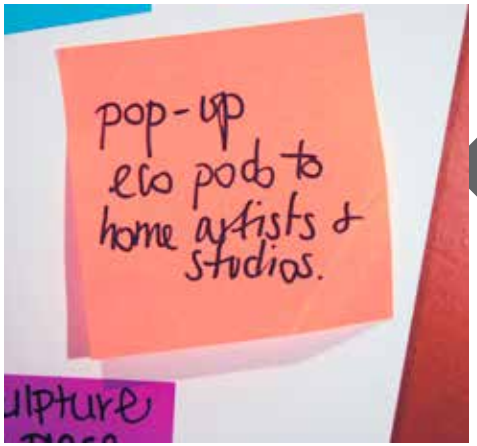

Walks: How can our art walk or wine walk spread to the CKC?
How can we infuse those with art?

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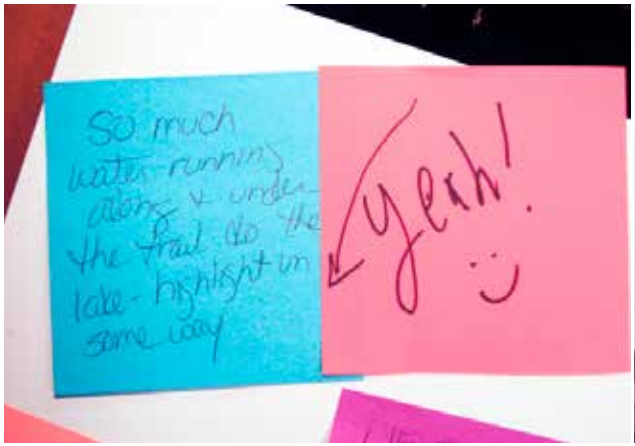

can we make the bridge/ underpasses more inviting? like a portal
→ sculpture /large piece coming out at entrance
2035 YOUR VOICE. YOUR VISION. YOUR FUTURE


What natural element can we incorporate that are native to us?
2 large carved wooden structure (recycled wood) →
→ carved w/ local poetry
→ are there different languages we want to include


pop-up eco pods to home artists & studios.

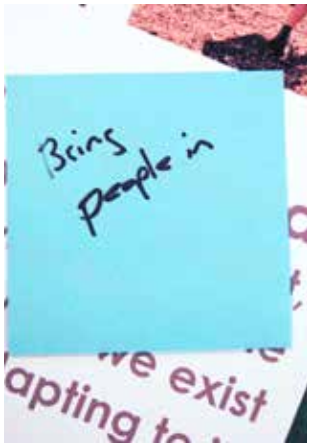

Garden that people can tend as they use trail
Food Production (ex: Bacon food forest)

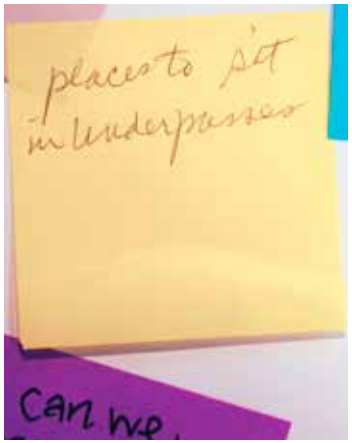

ATE MODEL HOMES
multi - generation


So much water running along & under the trail do the lake - highlight in some way
yeah!


Highlight Creek crossings


Mirrors
(See Duwamish Revealed for example)
+1

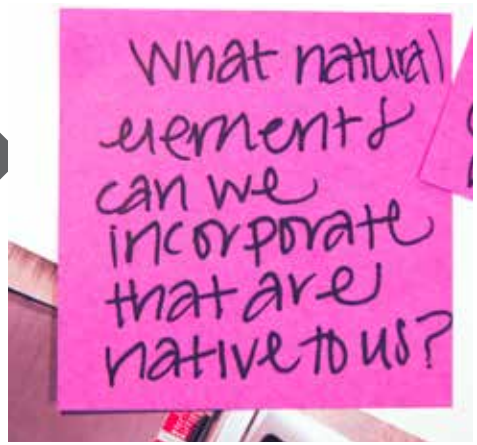

Brings people in
we exist
apting to

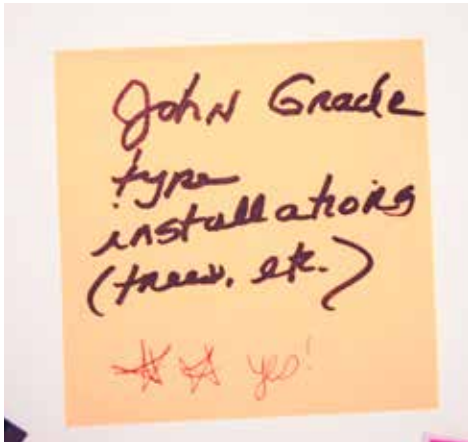

places to sit in underpasses
Can we

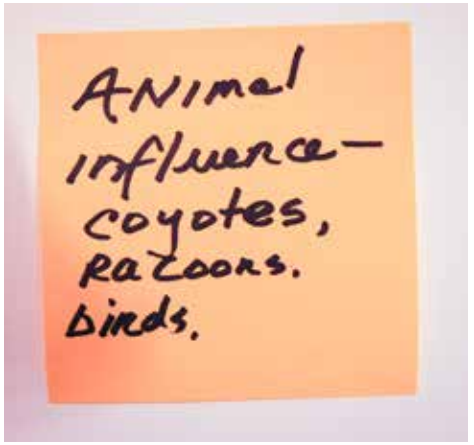

Create sound
rainstick
soundgarden pipes
reflect wind/rain


multi - generational projects.

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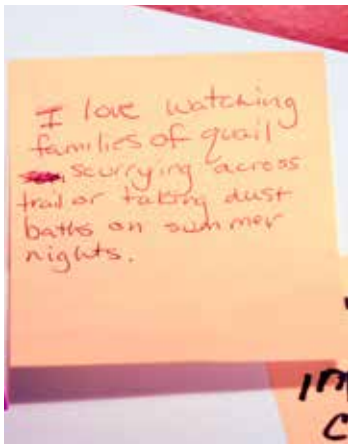


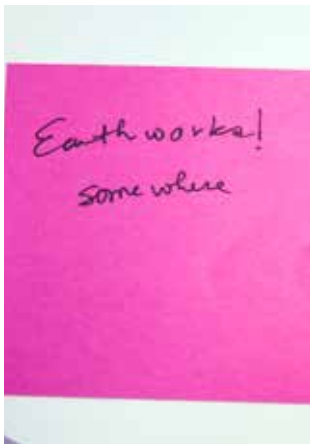


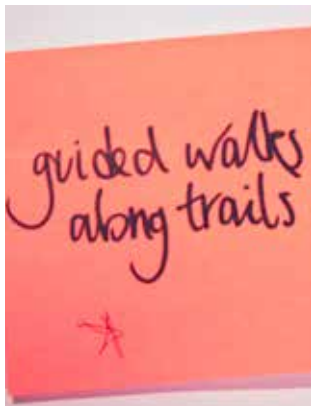


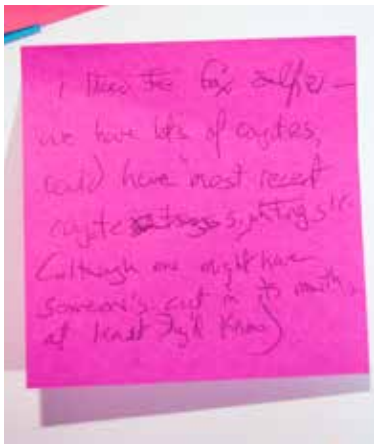


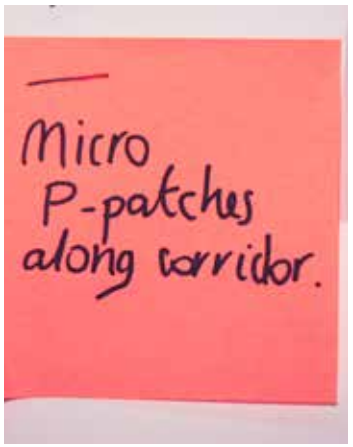




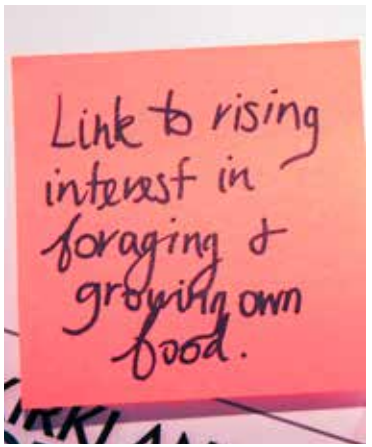


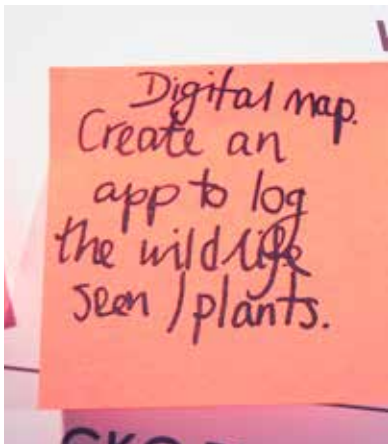












First public outreach session on November 16, 2015

CROSS KIRKLAND CORRIDOR
Art Integration Plan

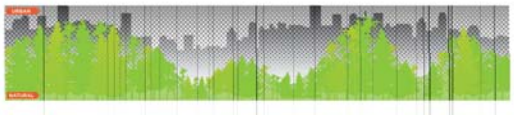


VISION

Art,
the ***CKC*** and
Kirkland ***Culture !***

VISION

Corridor = Physical
+
Community = Cultural



VISION

***Leverage* Kirkland**

Art Infrastructure + What's Unique



VISION



VISION

What makes
Kirkland
Special?

7.0 Appendices

PLACE

physical **place**
and **opportunities**
of CKC !

PLACE

Build on **Character Zones**
+
Capitalize on the **CORRIDOR!**



PLACE



THE INTERIM TRAIL... AND BEYOND



ART TO HONOR PLACE



VOLUME! (SHOULD RANGE FROM 1-10)



VOLUME! (SHOULD RANGE FORM 1-10)



CONNECTIONS & PORTALS



CONNECTIONS & PORTALS



CONNECTIONS & PORTALS



CROSSINGS AND COMPRESSIONS



CROSSINGS AND COMPRESSIONS



7.0 Appendices

ACTIVATIONS AND ADJACENCIES



CIVIC ARCHEOLOGY



CIVIC ARCHEOLOGY



EXPOSING ECOLOGY



MAKE THE REQUIRED INSPIRED



COMPRESSION AND OVERHEAD



VENUE OR PASSAGE? (OR BOTH?)



VENUE OR PASSAGE? (OR BOTH?)



CAPITALIZE ON THE EXISTING!



CAPITALIZE ON THE EXISTING! (CREATE PLACE)



HONORING PLACE



ART

ART Provides something ***different!***

7.0 Appendices

ART

the **possible!**

PERMANENT



PERMANENT






















A Catalyst
for
Creativity
ERRATIC

7.0 Appendices



SITE SPECIFIC



ENVIRONMENTAL



ENVIRONMENTAL



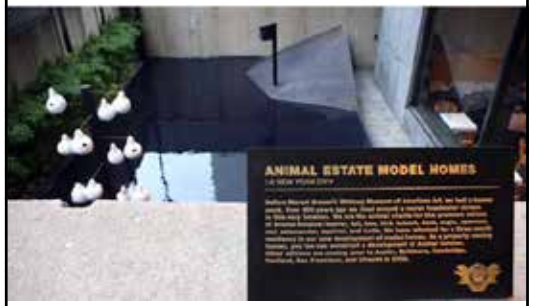
ENVIRONMENTAL



TEMPORARY (ENVIRONMENTAL TOO!)



TEMPORARY (ENVIRONMENTAL TOO!)



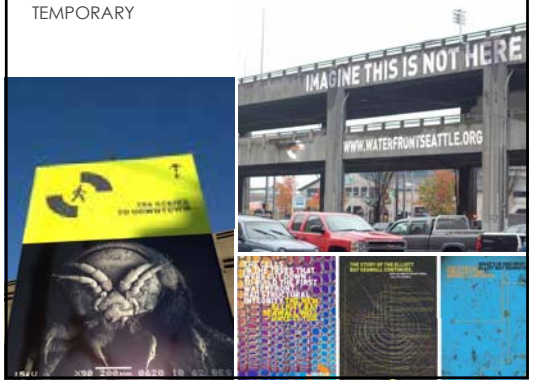
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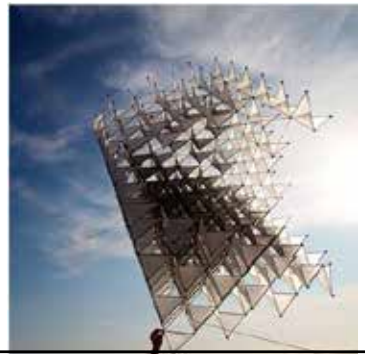
ENVIRONMENTAL



TEMPORARY



TEMPORARY



TEMPORARY



R-5211
Exhibit A

7.0 Appendices

TEMPORARY



TEMPORARY



TEMPORARY (CURATED)



TEMPORARY (CURATED)



EVENTS (MOBILE)



MOBILE (EVENT)



MOBILE (EVENT)



EVENTS



Candy Chang, Career Path



Michael Horsham, Pixel Wall

EPHEMERAL



EPHEMERAL



EPHEMERAL



EPHEMERAL



7.0 Appendices

EPHEMERAL



EPHEMERAL



PERFORMANCE AND EVENTS



PERFORMANCE



PERFORMANCE



EVENT



EVENT



EVENT



EVENT



EVENT



DIGITAL



DIGITAL



7.0 Appendices

START SMALL... BUILD...



ART

ART NOW!

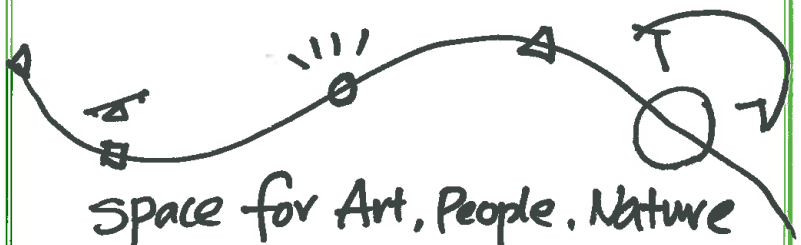
Discuss...

berger

Second public outreach session on January 20, 2016

QUESTIONS FOR **YOU**

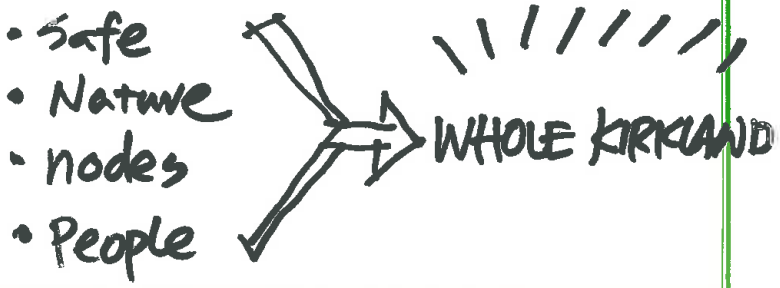
1. What are you most excited about?



2. What near-term (achievable, low threshold) art presence on the CKC are you excited to help make happen? How can you help make that happen?

- Competitions
- Different
- Engage

3. What long-term (major arts investment) are you most excited to work toward? How can you help make that happen?



QUESTIONS FOR **YOU**

1. What are you most excited about?

impromtu opportunities
ephemeral events

2. What near-term (achievable, low threshold) art presence on the CKC are you excited to help make happen? How can you help make that happen?

Something to juice up the Par Dac - murals
"Industrial" based themed event (vendors - think oddnall - Industrial performance (fire art etc Installations - lights (*light show)

3. What long-term (major arts investment) are you most excited to work toward? How can you help make that happen?

Landscaping as art & to set mood. Lighting as art
Large scale art that is truly innovative & impressive
→ performance space
(take the KALAKALA - build a horseshoe safe amphitheater that acts as an ampitheater
(moon light cruises also inspiration)

Also - alternative cultural events
(i.e. Indian Holiday Festival
cultures that live here

7.0 Appendices

QUESTIONS FOR **YOU**

1. What are you most excited about?
   Sound-generating tree from France that could power a programmable light display - - a wishing tree
   chalk board wall in shape of mountain map
   emphemeral art w blackberries
   emphemeral garden art.
2. What near-term (achievable, low threshold) art presence on the CKC are you excited to help make happen? How can you help make that happen?
   Horsehead-style installation.
   drone events
   google glass tours.
   garden "art" show
3. What long-term (major arts investment) are you most excited to work toward? How can you help make that happen?

campfire circle

QUESTIONS FOR **YOU**

1. What are you most excited about?
   Shakespeare in the Park
   Mindful Coloring on backs of bldgs.
2. What near-term (achievable, low threshold) art presence on the CKC are you excited to help make happen? How can you help make that happen?
   Train - dinner train picture
3. What long-term (major arts investment) are you most excited to work toward? How can you help make that happen?
   Art Wall
   Chews Kirkland ~~Chews~~
   Gem Wall

QUESTIONS FOR **YOU**

1. What are you most excited about?
   Eclectic art of all kinds & for all ages & types of people.
   pods/areas that embrace art but also nature. Safe environment
2. What near-term (achievable, low threshold) art presence on the CKC are you excited to help make happen? How can you help make that happen?
3. What long-term (major arts investment) are you most excited to work toward? How can you help make that happen?

Compost area to watch nature + use?

QUESTIONS FOR **YOU**

1. What are you most excited about?
   As you go along the trail, you get different experiences; almost checkpoints.
   A root for people to go along branching off into different areas → stopping places
2. What near-term (achievable, low threshold) art presence on the CKC are you excited to help make happen? How can you help make that happen?
   - Night shows
   - Places to sit
   - Shakespeare in the Park
   - Shelter from the rain
   - Include local communities (ownership) already defined neighborhoods?
   - Industrial canvases
   - "Art-cart"
   - Interactive? performances
   - Wishing tree ? awesome
   - Doggie bags → encourage people to clean up after their pets.
3. What long-term (major arts investment) are you most excited to work toward? How can you help make that happen?
   - Something to do with water
   - Covered areas → clear ceilings (could add something to that, like colors, or designs so it looks interesting when it's sunny)
   - Permanent things that have changeable components

*start traditions on the corridor (maybe on New years bring people to the corridor to release lanterns? → (feel connected to the rest of the corridor)

7.0 Appendices

QUESTIONS FOR **YOU**

1. What are you most excited about?
   - Wayfinding and anchoring a place with art. Goal: locations on the trail are anchored and identified with art. Example: not "let's meet at the 120th Ave intersection" but "let's meet at the big pink fish."
2. What near-term (achievable, low threshold) art presence on the CKC are you excited to help make happen? How can you help make that happen?
   - Art on backs of buildings; engage property owners along the trail.
   - Busking & performance art @ low barrier to entry, at least at first, to get the ball rolling. Consider permitting & control later.
3. What long-term (major arts investment) are you most excited to work toward? How can you help make that happen?
   - Bathrooms with great integrated art, customized for local culture.

QUESTIONS FOR **YOU**

1. What are you most excited about?
   - Idea that Kirkland Community Foundation could eventually raise funds and acquire donor gifts
   - Wayfinding is artistic
2. What near-term (achievable, low threshold) art presence on the CKC are you excited to help make happen? How can you help make that happen?
   - Short-term barrier to entry
   - Encourage participation
   - Later City may need staff to manage (w/ Commission)
   - Portals, Vignettes w/ landscaping art
   - Art run or walk w/ coffee & beer stops
3. What long-term (major arts investment) are you most excited to work toward? How can you help make that happen?
   - Music/art walk with drinks & food along the way
   - Graphic art on buildings
   - Shakespeare in the Park
   - People need places to rest – artist-designed benches, arbors, etc

(1)

QUESTIONS FOR **YOU**

1. What are you most excited about?

Variety of spaces, building facade spontaneous, new development, communal experiences, variety of expressions - art in food, art + makers technology caches tie in to business downtown, downtown attractions, digital scavenger hunt, *permanent things that have a changeable component potentially interactive, engagement every time

2. What near-term (achievable, low threshold) art presence on the CKC are you excited to help make happen? How can you help make that happen?

(2) Performance artists; performing Makers - being promoted via items on the corridor (3) Art parade" (4) teaser for arts events → Use existing local connections to begin with; Arts Commission vetting + Plan + budget

3. What long-term (major arts investment) are you most excited to work toward? How can you help make that happen?

Portals" could be exciting; 4 Culture performance space could support Heritage park sculpture show

(2)

QUESTIONS FOR **YOU**

Contributions by individuals as they pass

1. What are you most excited about?

interaction (digital or other), Environment that it goes through (zones) Connectivity to environment Variety of opportunities Portals (signage) Attractive, Artistic doorways infusion of Art; Sponsorship of Art focus

2. What near-term (achievable, low threshold) art presence on the CKC are you excited to help make happen? How can you help make that happen?

We need to own the drone film festival

3. What long-term (major arts investment) are you most excited to work toward? How can you help make that happen?

7.0 Appendices

QUESTIONS FOR **YOU**

1. What are you most excited about?
   - Kirkland arts plan as a catalyst for adjacent owners (King Co, Sno. Co) and the community at large.
   - ~~Emphemeral art~~ / Participatory Art Maybe a place for tagging
2. What near-term (achievable, low threshold) art presence on the CKC are you excited to help make happen? How can you help make that happen?
   - Art crawl / Sunday market Stalls for artists
   - Events - Such as music/holiday lights / events at nisat / Food trucks
3. What long-term (major arts investment) are you most excited to work toward? How can you help make that happen?

Gateways
Neighborhood markers / Art (Houston Porch etc.)

QUESTIONS FOR **YOU**

1. What are you most excited about?

Wishing garden
Berry stomping event.
Rent goats to clear some of the berries!
Story telling circle in natural area.

2. What near-term (achievable, low threshold) art presence on the CKC are you excited to help make happen? How can you help make that happen?

Signs to mark trail
transitions or an arch or a RR tunnel!
Expand Terry Park to include an amphitheater
Google Creative Center

3. What long-term (major arts investment) are you most excited to work toward? How can you help make that happen?

Need Bike Parking
Need Benches
And they could be really cool!

QUESTIONS FOR **YOU**

1. What are you most excited about?

Giving it a sense of place (or places) - even with different zones, I like the idea of "oh, that's the corridor" - something fairly big at each portal/intersection

2. What near-term (achievable, low threshold) art presence on the CKC are you excited to help make happen? How can you help make that happen?

Another idea for the switch box/curio cabinet (or something similar) - things kids can do (cranks, levers, falling balls etc)

Things you travel off the corridor to see (by a few yards) - orange hedges or walls to re-connect, or just go see what's there

3. What long-term (major arts investment) are you most excited to work toward? How can you help make that happen? (Idea from NoMA)

Sound garden, under underpass, using wind of traffic to generate tone

Maybe something a sky under the underpass reflected from the sky above w/ mirrors (probably as much engineering as art...)

QUESTIONS FOR **YOU**

1. What are you most excited about?

- Enhancement of CKC with experiences/interaction making it a destination!
- Addition of the unexpected and changing installations
- Not sure what wayfinding really means but seems appealing
- Thumbs up on curio cabinet concept

2. What near-term (achievable, low threshold) art presence on the CKC are you excited to help make happen? How can you help make that happen?

- LWTI rotating sculpture exhibits (motorcycles parts reimagined as art)
- Look at Duwamish River* experience - a bit of a treasure hunt wayfaring
- Whimsical connection with wild Coyotes - give it a name (Coen on side trail at child eye level)
- Highlighting industrial features of Parmac area - glad avoiding highly representational murals

3. What long-term (major arts investment) are you most excited to work toward? How can you help make that happen?

- Kirkland Edge overlook - portal
- Sound Garden using traffic/wind on underpass subtle

* www.Duwamishrevealed.com

7.0 Appendices

QUESTIONS FOR **YOU**

1. What are you most excited about?

The potential for student led art projects from LWTech.

2. What near-term (achievable, low threshold) art presence on the CKC are you excited to help make happen? How can you help make that happen?

rotating exhibits of old motorcycles turned into art. This would be folded into current circiculum. Art program will design, welding will create & →

3. What long-term (major arts investment) are you most excited to work toward? How can you help make that happen?

QUESTIONS FOR **YOU**

1. What are you most excited about?

2. What near-term (achievable, low threshold) art presence on the CKC are you excited to help make happen? How can you help make that happen?

LWTech has a digital gaming and design program that could provide digital art on a short term basis. Art is created by students every quarter and the

3. What long-term (major arts investment) are you most excited to work toward? How can you help make that happen?

college could change pieces monthly or even weekly throughout the year.

QUESTIONS FOR **YOU**

1. What are you most excited about?

opportunities for students and young artists to display their work for the public to see how creative and positive students can be

2. What near-term (achievable, low threshold) art presence on the CKC are you excited to help make happen? How can you help make that happen?

HUTECH students create sculptures that could be displayed for a month on the CKC then moved to Park Lane where they could be sold to raise

3. What long-term (major arts investment) are you most excited to work toward? How can you help make that happen?

money for scholarships & student emergency funds.

Amy Whitenburg

QUESTIONS FOR **YOU**

1. What are you most excited about?

1) Images that continue to engage repeatedly
2) Portals - Ensure ppl know where corridor is
3) Scavenger hunt w/ arts related calls to action at each stop.

Not things done that contain contents

infusing art into everything. Why have a boring, functional sign when you can do the same content in a beautiful, artful way.

3(cont'd) on scav. hunt, invite people to do or make art & post it on site or online or both (do a tance, build a sand structure, sing a song, paint a pic, etc.)

* I would help develop arts scavenger hunt idea

2. What near-term (achievable, low threshold) art presence on the CKC are you excited to help make happen? How can you help make that happen?

3. What long-term (major arts investment) are you most excited to work toward? How can you help make that happen?

7.0 Appendices

QUESTIONS

1. What are you most excited about?

   A parade on the CKC – celebration of Spring
   fire hula hoops
   interpretive dance w/ wing capes

2. What near-term (achievable, low threshold) art presence on the CKC are you excited to help make happen? How can you help make that happen?

   I can help – I will bring the cow.

3. What long-term (major arts investment) are you most excited to work toward? How can you help make that happen?

Dead animals – roadkill representing the carnage on the Corridor. Or they could be casted/embedded/encased somehow – You'd see eagles like possum you don't normally see. Once (on CKC) we saw some girls who had moved a dead rabbit from the road to the side, put flowers around it, and a heart of stones

See ways to incorporate more plants in the industrial sections without taking away from the industrialness – rock gardens of grain? long industrial-looking planters?

Some place peaceful feelings relax – calming and that is just there to sit near

J. and Auto Collision will paint & detail.

We have 14 motorcycles that we need to scrap, but creating art would be a much better use of our equipment.

Kirkland Art Commission

Park Cars Outdoor sculpture gallery.

Second public outreach session on January 20, 2016

CROSS KIRKLAND CORRIDOR
Art Integration Plan

berger PARTNERSHIP

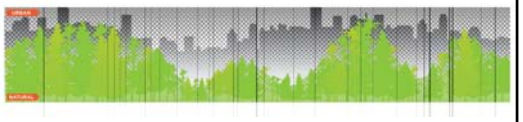


What's the Point!

Art,
the ***CKC*** and
Kirkland ***Culture !***

What's the Point!

Corridor = Physical
+
Community = Cultural



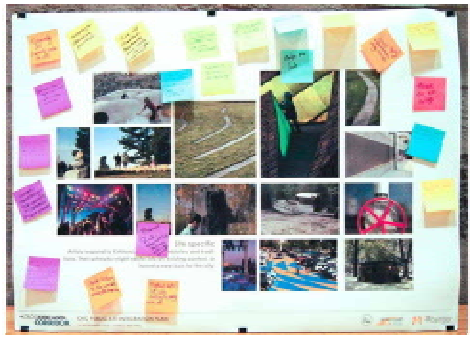
What we've learned!

What we've learned!

Art on the
Cross Kirkland Corridor…

NOW and in the **FUTURE**,
SIMPLE and **ELABORATE**,
always **UNIQUELY KIRKLAND**!

What we've learned!



7.0 Appendices

What we've learned!



What we've learned!

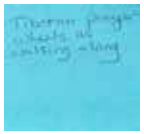
Emerging themes…

- Art types
- Art inspirations

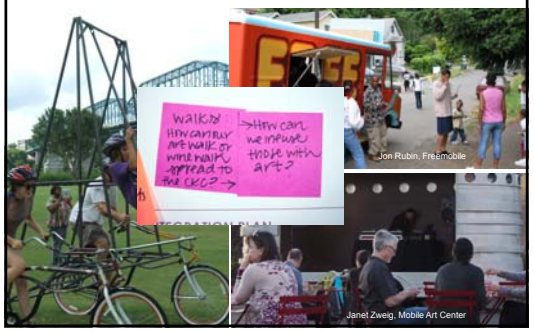


Specific ideas…

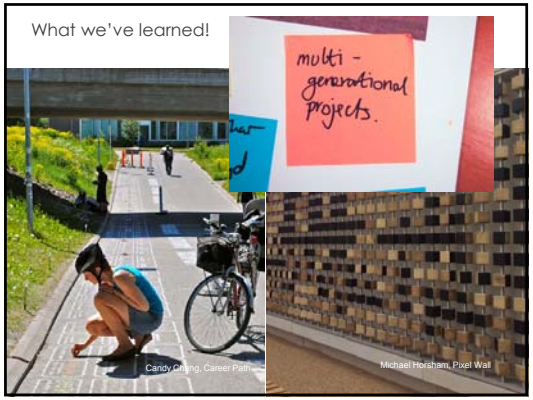
- Super specific
- Some crazy
- All Great!



What we've learned!



What we've learned!



What we've learned!



What we've learned!

What makes
Kirkland
Special?

What we've learned!

Kirkland is…



Emerging Themes

Significant **local**, **Regional** and **international** artists!



Emerging Themes

Art for **today** and for the **future**

Art on the interim trail
Art evolving to a growing corridor





Emerging Themes

Corridor-wide art **opportunities**

Portals
Navigation
Distance
Storytelling





Emerging Themes

Reaching **beyond** the corridor



Emerging Themes

Embracing undercrossings



7.0 Appendices

Emerging Themes

Enhancing interim improvements



Emerging Themes

Build on **Character Zones**
+
Capitalize on the **CORRIDOR!**



Emerging Themes

Make the **required…Inspired**



SCRAPBOOK!

Scrapbook



Scrapbook



Kirkland Curio



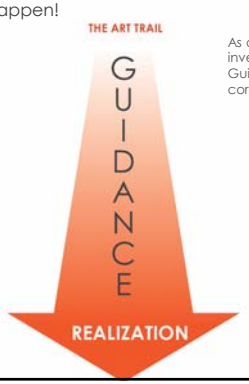
Scrapbook



Industrial Canvas

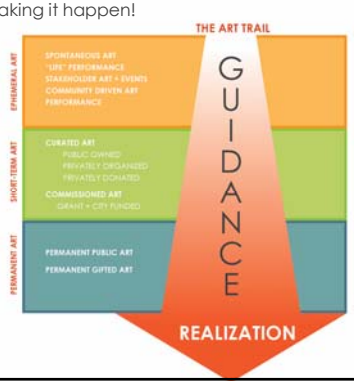
Molly Dilworth, Fort Industry, 2015

Making it happen!

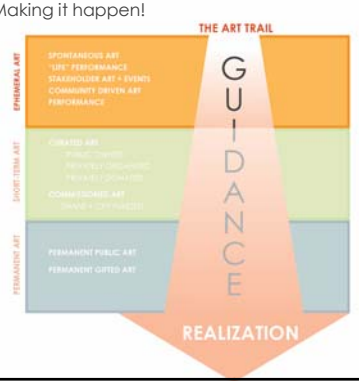


As duration and investment in art increase, Guidance of art on the corridor increases

Making it happen!



Making it happen!



Making it happen!

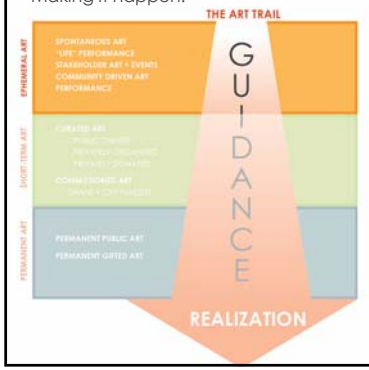


"Life" performance



Spontaneous art

Making it happen!



Make art happen:

- welcome interventions
- Recognize its limitations
- Add art, but with a plan in place for its decommissioning
- Recognizing the city manages the CKC
- Let the CAC know what you're doing to shape a culture and character of the CKC so they can help spread the word!

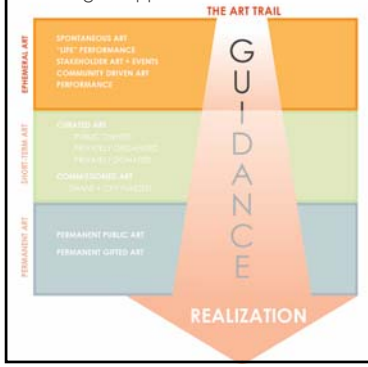
7.0 Appendices

Making it happen!



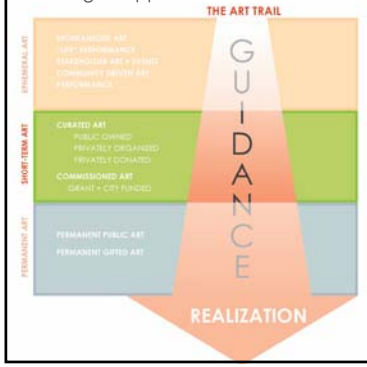
Community driven art | Performance | Stakeholder art & events

Making it happen!



Fund art and events:
- Art investment by city and stakeholders
- Starting small and building to proactively shape the culture of Kirkland
- Planned and funded events should be proposed and approved by the CAC
- The CAC can support and promote through a simple, efficient process.

Making it happen!

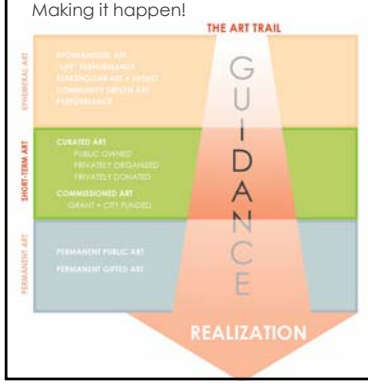


Making it happen!



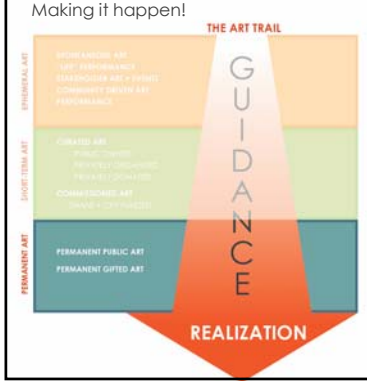
Curated art | Short –term Commissioned art

Making it happen!



Fund, Commission & Welcome Art:
- Introductions of short-term arts investment (seasonal to multi-year)
- Involvement of the CAC is critical at many stages:
  - funding
  - artist selection
  - art approval
  - and planning for art mobilization and demobilization

Making it happen!



Making it happen!

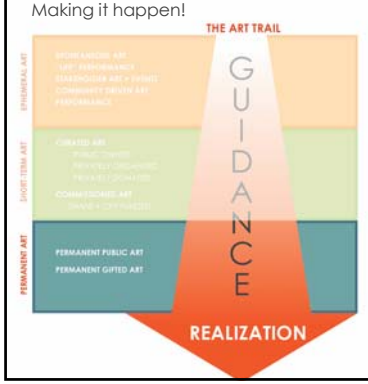




Permanent public art

Permanent gifted art

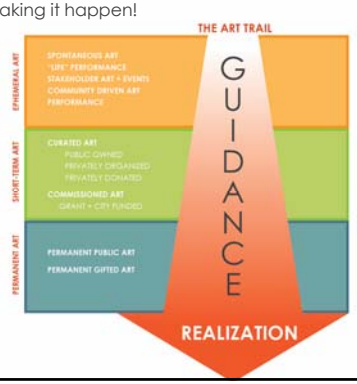
Making it happen!



Fund, Commission & Welcome Art:

- With permanent art elements the level of guidance increases
- The CAC continues to be critical
- Other city entities get involved in the artist funding, artist selection and art review.
- A well-planned art review process is followed including:
  - Funding plan
  - Artist procurement
  - Public Process
  - Mgmt.. of resulting works.

Making it happen!



Making it happen!

ART NOW!

Making it happen!

ART NOW!

- Homegrown Art
- An arts empowered community

Grow ART!

- Build Arts Appetites
- Build Arts Budgets
- Seek out and welcome fresh perspectives & voices

Making it happen!

Art on the
Cross Kirkland Corridor…

1. What are you most **excited** about?

Making it happen!

Art on the
Cross Kirkland Corridor…

2. What near-term art presence on the CKC are you excited to help make happen? How can you help make that happen?

Making it happen!

Art on the
Cross Kirkland Corridor…

3. What long-term (major arts investment) are you most excited to work toward? How can you help make that happen?

Discuss…

berger PARTNERSHIP

7.0 Appendices

CKC Art Integration Plan Comments from August 30, 2016 Public Meeting

Signage

- Make big signs on CKC more attractive
- Put more thought and money into the signage on the trail
- Add character zone distinctions on the CKC so people know the environment they are in. Can be done with slight variations of trail standards.
- Character zone signs should reflect the character of the place
- Wayfinding is critical to usability of the corridor as a transportation corridor
- Portals should be well developed so they can serve as "Let's meet at…." locations

Access

- CKC needs to be more accessible to all users – add more benches
- Add pull over spots for people to gather
- Incorporate some benches along the way for the elderly and for those with little kids…rest areas so to speak – these could be artistic pieces (emailed comment)

Community Engagement

- Use art as a way to help people navigate CKC. Have art serve as place making for community engagement.
- Excited about the opportunity to engage the community. Use art as a way to draw people into the space. Don't forget about Performance Art and Digital Media. Have art be more than a sculpture.
- Regular events on the trail like concerts
- Set up a 'suggest a project program' like the neighborhood safety program. Revisit ideas submitted once a year to prioritize.
- Prioritize art happening at the crossings as a way to draw attention to the CKC. People who aren't on the trail notice and realize there is a Corridor.
- Corridor needs things to draw people in and add to active engagement
- Develop a virtual scrapbook
- Art walk on corridor

Art Integration

- Change the name to Arts instead of Art Integration Plan to emphasis the incorporation of all Art forms.
- Have usable kid art – benchmarks that will motivate kids to reach certain destinations along the way where they can interact with the art. I love the sound park at Redmond Town Ctr. Low sound would be good given it's in a neighborhood (emailed comment)
- The plan emphasizes that the art should fit the place, and I very much agree. For example, I would not want to see a bright orange, abstract, modern sculpture in Highlands Pass. The plan also says that citizens will be asked for input, and I think this is important. While there will never be unanimous agreement, outreach can help avoid art choices that the majority of people don't support. (emailed comment)

Comments from August 30, 2016 Public Meeting

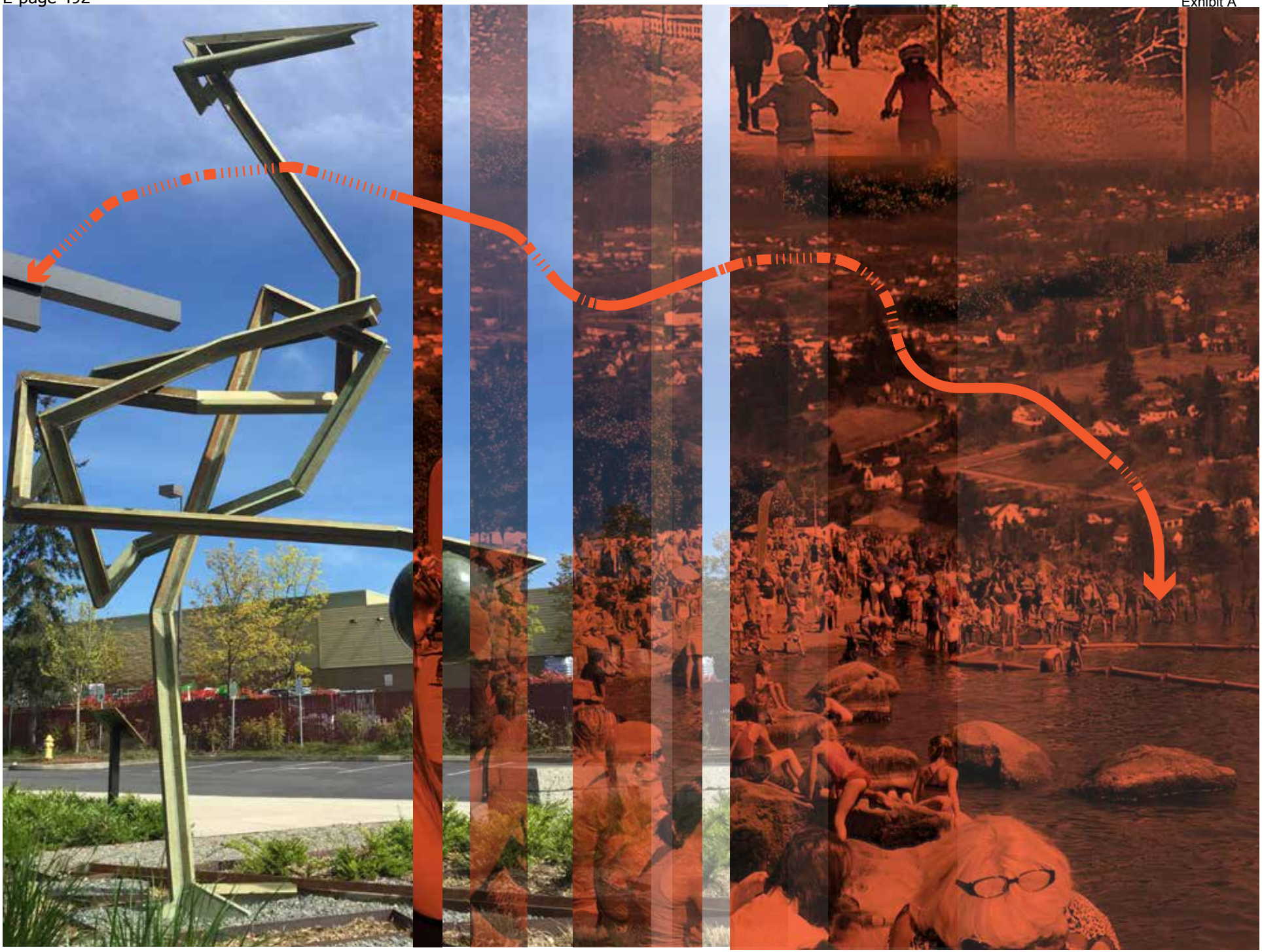
- Use artists from the surrounding area (emailed comment)
- A tasteful community board might be nice – a place at one of the main entries where adults or kids can enter pieces and have them displayed. Change them every month or so. (emailed comment)
- Consideration of type of art in right place. Art shouldn't attract or be too overwhelming
- Managing of Public/Private Partnerships so private companies along the trail follow community vision of art on their private property seen by trail users. How to curate or edit this art
- Art at crossings important – like the railroad trestle
- Use of found objects
- The metal culvert just above 6th should be considered in "make the required inspired". Great chance to make something pleasant or even fun. (emailed comment)

- We support the addition of art to the Trail and would like to collaborate in the planning and decision-making process with the Kirkland Cultural Arts Commission and city staff, especially as it transitions to more ambitious and community defining permanent art installations. We fully support the AIP's outline of soliciting community involvement and especially 3.2 of the AIP addressing 'Honor the Corridor'. We see the value of the addition of short-term as well as permanent art to the Trail as long as the art:

    - Enhances and does not detract from the current natural beauty and setting of the Trail;
    - Does not negatively impact the environmentally sensitive areas of the Trail nor destroy native plant growth; and
    - Is reasonable in cost and does not reduce higher prioritized CKC budget items, such as large projects connections, surface water projects, general maintenance and safety on the Trail. (Letter from Save our Trail)

Making it Happen (e.g. Funding)

- Try to incorporate art into neighborhood projects
- Add art into architecture of CKC
- How can we fundraise for art on the trail – Kirkland Parks Foundation.
- Funding shouldn't take away from other maintenance or safety projects
- Present adopted plan to ERC to have Kirkland be seen as a leader



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

MEMORANDUM

To: Kurt Triplett, City Manager

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

Date: September 12, 2016

Subject: Public Art Guidelines

RECOMMENDATION:

It is recommended that the City Council adopt the Updated Public Art Guidelines with the addition of the Cross Kirkland Corridor Ephemeral Art Section.

BACKGROUND DISCUSSION:

At its June 16, 2015 meeting City Council approved Resolution R-5122 adopting the updated Public Art Guidelines. The 2015 update was a comprehensive update of the guidelines that had not been updated in over 10 years.

Since the 2015 update, the Cross Kirkland Corridor Art Integration Plan has outlined how Ephemeral Art (art which is built to last only a short time) can be activated on the Cross Kirkland Corridor with limited investment of resources. To encourage the activation of such art, the following guidelines have been developed to add to the City of Kirkland Public Art Guidelines. Like guidelines for the outdoor sculpture garden on Park Lane, the major difference in the regulatory treatment if ephemeral art is that it can be approved by the Cultural Arts Commission with the proviso that feedback and recommendations of the Parks Special Events Coordinator and any affected groups be considered in the approval.

Cross Kirkland Corridor Ephemeral Art

The Cross Kirkland Corridor (CKC) is a civic open space and active transportation connection. Art on the CKC has been envisioned as one more civic expression of the city and its residents, and as a catalyst for the corridor becoming a sought after destination for visitors to the city. The CKC Masterplan and the CKC Art Integration Plan provide further detail.

One type of art that is encouraged on the CKC is Ephemeral Art, art which is built to last only a short period of time. These artworks are often left to degrade in natural environmental conditions. Examples of this art include: art made out of natural material and water soluble painting. Ephemeral Art also can be art performances or art installations that are created and then dismantled after the event or exhibition.

It is the recommendation of the Cultural Arts Commission that the following section be added to the existing Public Art Guidelines:

- Ephemeral art, visual or performance art or some other art expression, shall be allowed on the corridor for no more than 60 days, and in this way distinguished from permanent art and other temporary art.
- Stakeholders, representatives from the Kirkland Cultural Arts Commission (KCAC), representatives from the CKC Steering Committee, Office of the Special Events Coordinator and others as deemed appropriate shall be included in conceptual review of the art.
- Approval of the ephemeral art will require recommendations from these stakeholders and any other affected City departments with final approval vested in the KCAC.
- In reviewing the ephemeral art concept, the KCAC and other parties to the decision shall take into account:
    - The compatibility of the concept in the proposed character zone of the Cross Kirkland Corridor and the Cross Kirkland Corridor Art Integration Plan;
    - The compatibility and sensitivity of the art to its natural surroundings and particularly critical areas;
    - The compatibility and sensitivity of the art to abutting neighborhoods, business districts and schools;
    - That the art not impede transportation flow – bike and pedestrian- on the CKC, or connections from the CKC;
    - That artists or event producers be charged with making sure the art remains in good condition while on display, (is not a safety hazard or the target for graffiti) and that it is removed if the latter conditions ensue;
    - That artists and event producers abide by the city events policies and also business licensing and insurance requirements; and
    - The artists and or event producers will be required to leave the location or locations of the art as they found them unless exceptions are made.

RESOLUTION R-5212

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KIRKLAND RELATING TO ADDING EPHEMERAL ART ON THE CROSS KIRKLAND CORRIDOR TO THE CITY'S PUBLIC ART POLICY GUIDELINES.

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

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

WHEREAS, the current Public Art Policy Guidelines updated by the Cultural Arts Commission in March of 2015 do not include guidelines on Cross Kirkland Corridor Ephemeral Art; and

WHEREAS, because Ephemeral Art is art that is limited to a 60-day period and is designed to either disintegrate or dissolve if an art installation, or if a performance, be completed with no physical impact on the landscape, it is recommended that the Cultural Arts Commission be entrusted with the approval of these types of projects on the CKC upon receiving input from other affected City departments and interest groups; and

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

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

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

Passed by majority vote of the Kirkland City Council in open meeting this _____ day of _____, 2016.

Signed in authentication thereof this ____ day of _____, 2016.

_____
MAYOR

Attest:

_____
City Clerk

CITY OF KIRKLAND PUBLIC ART POLICY GUIDELINES

Public Art Vision

Kirkland maintains a diverse public art collection that invites interaction, fosters civic identity and community pride, inspires a sense of discovery, stimulates cultural awareness, and encourages economic development.

The Kirkland Cultural Arts Commission (KCAC)

The Kirkland Cultural Arts Commission is responsible for helping the City Council implement the Public Art Vision in Kirkland. The Cultural Arts Commission a volunteer advisory board that works to help arts, culture and heritage grow and thrive in the City of Kirkland. Along with supporting art and cultural initiatives, the Cultural Arts Commission promotes strategic arts planning and advises the City Council on art acquisition in Kirkland.

KCAC Mission

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

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

PUBLIC ART ACQUISITION GUIDELINES

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

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

A. The quality and aesthetic merit of the art work.

B. Context within the city collection should be considered with the following criteria:
    a. Does art work enhance the existing collection or add diversity?
    b. How does the piece engage the public?
    c. Are the materials appropriate?
    d. Is the piece susceptible to vandalism or graffiti?

C. Coordination with the Park Board or other affected commissions and departments concerning siting, costs of installation, and maintenance of art work.
    a. Availability of an appropriate site.

b. Appropriateness in size, scale, material, form and style for the area in which it is to be placed.
c. Condition, durability, installation, and maintenance requirements of the art work.

D. Donor conditions, if applicable.

E. If applicable, loaned artwork can be purchased if there is sufficient public support to acquire it via public fundraising or City Council action.

~~Other Considerations:~~

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

- For a work proposed for loan to the City, the owner or owner's representative will be required to enter into an Art Display Agreement setting forth the length of the loan and other terms such as location, maintenance requirements, insurance, value of art work, installation and removal responsibility, and other conditions pertinent to the agreement.

- Donated or loaned art work will include identifying plaques if accepted by the City.

- Donated or loaned art may be declined at the discretion of the City consistent with the criteria in the public art policy guidelines.

- All accepted donated works become part of the City art collection and, as such, may be relocated.

- Unrestricted monetary donations to help fund public art acquisitions will be accepted at any time. Donations with conditions or restrictions such as use for acquisition of a specific artwork or theme will be reviewed and accepted in accordance with this policy, and declined if the conditions or restrictions are not approved.

TEMPORARY ART EXHIBITS

Objectives

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

Guidelines

- Proposed use of the existing pedestal locations for art work in public parks or rights-of-way shall be reviewed by the Cultural Arts Commission in coordination with Parks and Community Services for installation assistance (if required) and Public Works for any permit requirements.
- Art Display Agreements will be required.

- Hosting temporary indoor and outdoor public art exhibits shall be reviewed by the Cultural Arts Commission with recommendation to City Council. If appropriate, partnerships with other arts organizations, agencies, and the business community will be encouraged.
- Length of term on loans will be established in artwork loan agreements and reviewed by the commission on an individual basis.

PARK LANE OUTDOOR ART GALLERY

- An outdoor art gallery located on Park Lane is intended to display temporary art for sale to the public.
- No more than six pieces of art will be displayed at one time on city-owned plinths that have been installed in the public right-of-way.
- The Cultural Arts Commission will accept sculpture display applications on a rolling basis and curate the selection of art.
- Art will be displayed for 12-18 months unless it is sold at which time the display term may be shortened, and the art replaced with another selected piece.
- Unlike other pieces of temporary art where the process calls for City Council consideration of recommendations made the Cultural Arts Commission, outdoor art gallery work will only require Cultural Arts Commission approval.

CROSS KIRKLAND CORRIDOR EPHEMERAL ART

The Cross Kirkland Corridor (CKC) is a civic open space and active transportation connection. Art on the CKC has been envisioned as one more civic expression of the city and its residents, and as a catalyst for the corridor becoming a sought after destination for visitors to the city. Reference the CKC Masterplan and CKC Art Integration Plan for further detail.

One type of art that is encouraged on the CKC is Ephemeral Art, art which is built to last only a short period of time. These artworks are often left to degrade in natural environmental conditions. Examples of such art include: art made out of natural material, water soluble painting. Ephemeral Art can also be art performances or art installations that are created and then dismantled after their exhibit.

- Ephemeral art, visual or performance art or some other art expression, shall be allowed on the corridor for no more than 60 days, and in this way distinguished from permanent art and other temporary art.
- Stakeholders, representatives from the KCAC, representatives from the CKC Steering Committee, Office of the Special Events Coordinator and others as deemed appropriate shall be included in conceptual review of the art.
- Approval of the ephemeral art will require recommendations from these stakeholders and any other affected City departments with final approval vested in the KCAC.
- In reviewing the ephemeral art concept, the KCAC and other parties to the decision shall take into account:
    - The compatibility of the concept in the proposed character zone of the Cross Kirkland Corridor and the Cross Kirkland Corridor Art Integration Plan;

- The compatibility and sensitivity of the art to its natural surroundings and particularly critical areas;
- The compatibility and sensitivity of the art to abutting neighborhoods, business districts and schools;
- That the art not impede transportation flow – bike and pedestrian- on the CKC, or connections from the CKC;
- That artists or event producers be charged with making sure the art remains in good condition while on display, (is not a safety hazard or the target for graffiti) and that it is removed if the latter conditions ensue;
- That artists and event producers abide by the city events policies and also business licensing and insurance requirements; and
- The artists and or event producers will be required to leave the location or locations of the art as they found them unless exceptions are made.

ADDITIONAL MEMORIAL PUBLIC ART CONSIDERATIONS

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

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

A. The fit of the art work with the overall character of public art already on display throughout the city.

B. The timeless qualities of the art work, including its significance and appeal to future generations. Memorial proposals honoring individuals or a personal event should be represented in a form that has a broader community interest and moves the viewer to a

special experience. Examples include community parks, landscaped gardens and plazas, sculpture and art works, plaques about history or the environment, poetry, fountains, park benches, and site furnishings.

C. The art work's success in expressing the spirit of the person(s) or event to be commemorated.

D. Memorial artwork should not set a precedent that goes against the criteria outlined above. Artwork should be congruent with the existing collection, its immediate environment and site specific existing artwork.

E. The artistic merit of the art work.

F. The proposed location of the art work. The location should be an appropriate setting for the memorial and should not interfere with existing and proposed circulation and use patterns. It is recognized that a particular location may reach a saturation point and it would then be appropriate to consider limitations or a moratorium on future memorial installations at that location or area.

G. The fit in terms of the size, scale, material, form and style for the area in which it is to be placed.

H. Condition, durability, installation, and maintenance requirements of the art work.

DEACCESSION OF ART WORK

Objectives

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

Guidelines

Deaccessioning should be cautiously applied only after careful and impartial evaluation including input from the Cultural Arts Commission, art professionals, the public, the artist, and final review and decision by the City Council

- Deaccessioning of art work may be considered for one or more of the following reasons:

A. The condition or security of the art work cannot be reasonably guaranteed in its present location.

B. The art work presents a public safety risk.

C. The art work is damaged and repair is not feasible.

D. Significant changes in the use, character or actual design of the site require a re-evaluation of the art work's relationship to the site.

E. The art work requires excessive maintenance or has failures of design or workmanship.

F. The art work no longer meets the mission and goals of the Public Art Policy.

RELOCATION OF ARTWORK

Objectives

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

A. The condition or security of the art work cannot be reasonably guaranteed in its present location.

B. The art work presents a public safety risk.

C. Significant changes in the use, character or actual design of the site require a re-evaluation of the art work's relationship to the site.

D. A more suitable location for the artwork has been proposed.

Procedures for possible deaccessioning or relocation of art work shall be initiated by a majority vote of the Cultural Arts Commission or direction from the City Council. The following describes specific procedures for deaccessioning or relocation of artwork.

A. Review of any restriction which may apply to the specific work.

B. Assessment of options for storage or disposition of art work, which may include sale, trade, return to the artist, or gift.

C. Analysis of reasons for deaccessioning and recommendation to City Council for the final decision. The Cultural Arts Commission may seek additional information regarding the art work from the public, the artist, art galleries, curators, appraisers, or other professionals prior to making a recommendation.

PUBLIC ART JURIES FOR COMMISSIONED WORKS OF ART

- The Cultural Arts Commission may convene a jury to review individual public art memorials or acquisitions. The Commission will convene a jury when the public art work to be considered is a commissioned piece and is not an already completed work of art.
- Candidate jurors can include but will not be limited to: artists, architects, landscape architects, engineers, urban designers, representatives from the community, art professionals and other stakeholders.
- An appointed jury shall not include City Council members, or their partners or families.
- A jury shall not ordinarily be comprised of more than 50% membership from the Cultural Arts Commission.
- Proposals for commissioned works shall include:

  A. A three-dimensional model (when appropriate) or complete drawing of a two-dimensional work

  B. Drawings or photographs that demonstrate the relationship of the artwork to the site

  C. Material samples for the artwork and any relevant construction materials

  D. Installation details

  E. Description of routine maintenance and estimate of maintenance costs

F. Approval for the installation and use of site by the appropriate city department(s)

G. Artist's resume

H. Budget and schedule

PUBLIC INPUT FOR PUBLIC ART OPPORTUNITIES

Objective

To encourage community involvement in art, cultural and heritage activities, the City Council may seek community input on public art decisions.

- After City Council receives the recommendation from the Cultural Arts Commission and/or Public Art Jury, the Council, at its discretion, may seek broader community input on the recommendation before making a decision to acquire and site public art, to approve temporary and memorial art, or to deaccession art.

CITY OF KIRKLAND
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MEMORANDUM

To: Kurt Triplett, City Manager

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

Date: September 21, 2016

Subject: 1% for Art Policy Guidelines

RECOMMENDATION:

It is recommended that the City Council review and adopt the 1% for Art Policy Guidelines developed by staff representing the Cultural Arts Commission and other departments that routinely participate in the financing, implementation and curation of public art.

BACKGROUND DISCUSSION:

The City of Kirkland's Capital Improvement Program includes a "1% for Art Policy". However, the City of Kirkland currently does not have 1% for Art Policy Guidelines. Draft guidelines were created in 2008, but that document was never formally adopted. With the increasing number of capital projects being constructed in Kirkland, staff determined it was important to formally adopt guidelines to create clarity and predictability about the 1% for Art implementation for both capital project managers and public art implementation stakeholders. The 2008 draft guidelines were used as a starting point but needed to be updated to reflect current budget and CIP practices, as well as recognizing the constraints caused by grant programs and other outside funding sources.

The updated 1% for Art Policy Guidelines (Attachment A) were developed by a working group consisting of: Tracey Dunlap, Deputy City Manager; Kathy Brown, Public Works Director; Ellen Miller-Wolfe, Economic Development Manager; Michael Cogle, Deputy Parks Director; Dave Snider, Capital Projects Manager; Neil Kruse, Senior Financial Analyst; Jason Filan, Parks Operations Manager and Philly Marsh, Special Projects Coordinator.

The Policy Guidelines were created over an eight month period and seven working sessions. The working group referenced current and past policy documents, and brought "hands on" experience and lessons learned from working with past and current public art projects.

The existence of this adopted policy document will greatly help with the project management of the art component in Capital Improvement Projects by:

- Providing a clear process for project implementation from launch to fabrication and installation as well as direction for the maintenance of the public art pieces.

- Differentiating between small and large projects and delineating how they should be processed, including a process for pooling money for smaller projects resulting in economies of scale as regards to staff and artists resources.

- Providing a definition of projects eligible for 1% for Art status as outlined below.
    - Ineligible 1% for Art expenses: motorized transportation, utilities, land acquisition, fleet, information technology, and projects consisting of only planning dollars and those where all funding sources prohibit public art as an eligible expense.
    - If a portion of the budget's funding sources prohibits 1% for art acquisitions, only the eligible portion of the funding sources are subject to 1% for art allocation.
    - Net 1% for art eligibility (1% of CIP cost excluding ineligible expenses) must be $5,000 or over.
    - The only exception is if the project does not have impact fees, the 1% for art is over $1,000, and can be transferred to a similar project.
    - For projects that have impact fees, 1% of that project's impact fee share must be invested in that specific project and not pooled for another project.
    - If there are no impact fees, pooling of multiple eligible project phases 1% for art funds is allowable. Pooling of multiple projects under one category is considered on a case-by-case basis with Finance approval. *See section below
    - Project ineligibility shall not preclude a client department, in cooperation with the Cultural Arts Commission from proposing public art for the project in the CIP process as long as the funding sources allow for such an allocation.
    - Maintenance projects are not eligible for 1% for art funding unless determined on a case-by-case basis. (Renovation is also used in the title of maintenance projects on the CIP list. A better understanding in the annual meeting of internal project staff will determine whether it is a maintenance project or true renovation).

The document has been reviewed and recommended in its entirety by both CIP project engineers and the Cultural Arts Commission.

Staff is seeking feedback, comments, or edits to the 1% for Art Policy. If there are no proposed edits, staff is seeking final adoption by the Council.

RESOLUTION R-5213

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KIRKLAND ADOPTING ONE PERCENT FOR PUBLIC ART POLICY GUIDELINES.

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

WHEREAS, the City of Kirkland's Capital Improvement Program has an administrative 1% for Art Policy, but no formal guidelines defining the Policy; and

WHEREAS, the mission of the Commission and 1% for Public Art Policy is best achieved when guided by adopted 1% for Public Art Policy Guidelines; and

WHEREAS, there are no legislatively adopted 1% for Public Art Policy Guidelines; and

WHEREAS, the Cultural Arts Commission recommends that the City Council adopt 1% for Public Art Policy Guidelines.

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

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

Passed by majority vote of the Kirkland City Council in open meeting this _____ day of _____, 2016.

Signed in authentication thereof this ____ day of _____, 2016.

_____
MAYOR

Attest:

_____
City Clerk

R-5213
Exhibit A

City of Kirkland 1% for Art Policy Guidelines

Introduction

The City of Kirkland's Capital Improvement Program (CIP) has a 1% for Art policy in which eligible CIP projects will spend a minimum of one percent of the project budget on public art as part of the overall project. The Cultural Arts Commission shall review and recommend projects under the City's "one percent for the arts" program to City Council.

Eligibility

- The following are ineligible 1% for Art expenses: motorized transportation, utilities, land acquisition, fleet, information technology, and projects consisting of only planning dollars and those where all funding sources prohibit public art as an eligible expense.
- If a portion of the budget's funding sources prohibits 1% for art acquisitions, only the eligible portion of the funding sources are subject to 1% for art allocation.
- Net 1% for art eligibility (1% of CIP cost excluding ineligible expenses) must be $5,000 or over.
- The only exception is if the project does not have impact fees, the 1% for art is over $1,000, and can be transferred to a similar project.
- For projects that have impact fees, 1% of that project's impact fee share must be invested in that specific project and not pooled for another project.
- If there are no impact fees, pooling of multiple eligible project phases 1% for art funds is allowable. Pooling of multiple projects under one category is considered on a case-by-case basis with Finance approval. *See section below
- Project ineligibility shall not preclude a client department, in cooperation with the Cultural Arts Commission from proposing public art for the project in the CIP process as long as the funding sources allow for such an allocation.
- Maintenance projects are not eligible for 1% for art funding unless determined on a case-by-case basis. (Renovation is also used in the title of maintenance projects on the CIP list. A better understanding in the annual meeting of internal project staff will determine whether it is a maintenance project or true renovation)

Process

- If an eligible project pursues federal, state or other grant funding, the 1% for art component must be included in the grant application and anticipated scope of services for the design consultant Request for Qualification and be addressed during the design consultant selection process.
- The 1% for art should be put in the planned budget at the outset of the project. The percent for art will be based on 1% of the total amount of the eligible capital project budget as originally approved by the City Council or City Manager without adjustment for contract change orders, except in cases of a major change in project scope made before construction of the project begins.
- Annually, after the CIP Budget has been approved by City Council, the Finance Director, Public Works Director, CIP Manager, Parks Director, Facilities Manager, Deputy City Manager and Arts staff will review the CIP list for 1% for Public Art eligible project.

- An estimated start date and project manager for each project will be identified.
- Art staff will contact the project manager to learn more about the project, determine how to incorporate 1% for art and when to involve the Cultural Arts Commission.

Approval of Art

At the beginning of the project the Project Manager and Art Staff should determine and incorporate the schedule for art approval into the overall project timeline with the intent not to extend the overall project timeline. Below are the various groups that are involved in approving the recommendation of art to the City Council.

- Art Committee
    - Three members of the Cultural Arts Commission are paired with stakeholders of the project to form the Art Committee that leads the public art decision process, making recommendations to be approved in the following order.
- Project Specific Steering Team or CIP Steering Team
    - Project manager and Art staff determine schedule for presenting art updates to the project steering team or CIP steering team. Key checkpoints should include: opportunity development, artist finalists, and final art concept.
- Cultural Arts Commission
    - Updates on the project should be presented to the full Cultural Arts Commission at its regular meetings. The Cultural Arts Commission shall approve the Art Committee's recommendation of the artist and final concept.
- Park Board (If applicable)
    - For public art that is sited in a park, a recommendation from the Kirkland Park Board will also be requested.
- City Council
    - City Council has final approval of art concept
    - When possible the art approval from Council should be included in the project manager's report or award of bid.

Guidelines

Project Manager and Art Staff will work collaboratively to apply the following guidelines to the project.

- Design Projects
    - If design phase is over $10,000 in 1% for Public Art funding, the project manager should work with art staff to include an art consultant sub-contractor in the consultant scope. This art consultant will identify opportunities and concepts for art in the project and develop an appropriate call to artists to use in the construction phase.
    - The art consultant is eligible to compete for the art RFP/RFQ.
    - If the final art concept is being developed through the design phase, then the Cultural Arts Commission and other recommending bodies should have the opportunity to provide input and make recommendation to Council in conjunction with the approval of design documents.

        - Art should be a distinct task and deliverable in the scope of work and budget.
        - If there is a public advisory process for project design, include a Cultural Arts Commission representative in the public advisory process.
    - If design phase is under $10,000 in 1% for Public Art funding without impact fees, funding may be pooled into the construction phase.

Construction Projects

- Project with 1% for Art Budget that is less than $15,000:
    - Staff works with project lead and design team to come up with feasible options based on budget to present to the Cultural Arts Commission to discuss. Commission makes recommendation to City Council preferably through the award of bid presented by the project manager. An artist may develop and implement option depending on the type of art recommended.
    - If there are multiple similar projects in the same year that have 1% for art funding under $15,000 and funding sources allow, the project manager may attempt to group under one artist contract and work with a sub-committee of the Cultural Arts Commission in recommending artist concepts subject to the approval process previously stated.
- Project with 1% for Art Budget that is $15,000-$50,000:
    - Project Lead and Design Team presents project to Cultural Arts Commission. If there is not an art consultant in the design phase, the Cultural Arts Commission brainstorms ideas which are packaged in an RFQ or sent to a preselected roster. Art is subject to the approval process previously stated.
    - It is advised to follow a process in which a select group of artists are provided honoraria to develop their concepts with accompanied renderings or models for selection and approval.

- Project with 1% for Art Budget that is $50,000 or over:
    - It may be determined to hire a public art consultant to manage the project. This would come out of the 1% for public art budget and contract/invoicing would be managed by the project manager in coordination with Art Staff.
    - Select members of the Cultural Arts Commission work with a steering or advisory committee on the selection of a public art consultant, concept development, with continuing updates to the Cultural Arts Commission and Steering Committee. Finalization of concept would follow the approval process above.
    - It is advised to follow a process in which a select group of artists are provided honoraria to develop their concepts with accompanied renderings or models for selection and approval.

- Sidewalk CIP Project Treatments
    - A preferred design to incorporate in Sidewalk CIP Projects is being developed.
    - This design should be included in all CIP Sidewalk projects with a 1% for art component.
    - The incorporation of this art also is recommended for and should be considered in non 1% for art projects.

Pooling of 1% for Art Funds

- 1% of art funds may be pooled if the project over $1,000 in 1% for art funding and does not have impact fees.
- Pooled transfers of funding must be approved by Finance.
- Currently, Sidewalk Projects and Cross Kirkland Corridor projects have been approved for pooling.
- To pool the funding, there would be a transfer of the 1% for art funding from the original project into a reserve account. When it is determined what project the funding will be used for, the funding would be then transferred to that project.

Maintenance

- The maintenance requirement should be included in the RFP and the estimated cost of maintenance should be determined and approved by the Steering Committee and City Council prior to final concept approval.
- The City of Kirkland art maintenance contract is managed by the Parks Operations Manager. This includes inventoried 1% external and internal art.
    - Existing internal art pieces will be inventoried and evaluated for maintenance requirements
    - Internal art pieces may just require routine cleaning services that can be accomplished through the building's janitorial contract.
    - A periodic schedule will be determined for re-evaluation of needed care.
- Annually, the cost of maintaining the City of Kirkland's inventoried 1% for public art collection will be determined considering any new pieces being added to the collection.
- The Parks Operations Manager and finance department will account for the cost of the art maintenance in the biennial budget request.

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

MEMORANDUM

To: Kurt Triplett, City Manager

From: Lorrie McKay, Intergovernmental Relations Manager

Date: September 22, 2016

Subject: CITY OF KIRKLAND DRAFT 2017 STATE LEGISLATIVE PRIORITIES AGENDA

RECOMMENDATION:
It is recommended that the City Council reviews the Draft Proposed 2017 State Legislative Priorities Agenda (Attachment A) and provides comments to staff, so that a final priorities agenda may be brought back to and adopted at the October 18, 2016 Council meeting.

A redline version of the City's 2016 adopted legislative priorities, showing the proposed changes for 2017, is attached (Attachment B).

BACKGROUND DISCUSSION:
The City's annual Legislative Agenda consists of three segments: general principles; its top legislative "priorities;" and selected issues/items which the City may "support" (i.e., not priority items). This memo only addresses the proposed top legislative priorities for 2017. Staff will return to Council at a future meeting with items/issues identified for Council's consideration on its Support Items Agenda.

The regular 2017 legislative session is a long, 105-day session. The three month session will begin on Monday, January 9 and end on Friday, April 21.

As a result of avoiding to put forward a major proposal to address school salaries and local levies in the 2016 session, lawmakers and the Governor still face an enormous McCleary challenge going into the 2017 legislative session. While the 2016 legislature did pass a bill that set up a task force to collect data on school salaries and levies and make recommendations for the 2017 legislative session, salaries are projected to cost an estimated $3.5 billion every two years. Finding that sort of money is the challenge and many are already speculating that 2017 will extend into special session. The education funding task force is expected to draft a plan by the start of the 2017 legislative session. The advice of Kirkland's contract lobbyists and several state legislators is that Kirkland's priorities need to be short, and focused primarily on policy issues and not monetary requests.

It is in this context that staff has drafted and is recommending a judicious list of legislative priorities for 2017.

General Principles

- Protect shared state revenue sources available to the City, including the State Annexation Sales Tax Credit, and provide new revenue options and flexibility in the use of existing revenues.

- Support long-term sustainability efforts related to City financial, environmental and transportation goals.
- Oppose unfunded mandates.
- Oppose any further shifting of costs or services from the State or County to cities.

City of Kirkland DRAFT 2017 Legislative Priorities

- Kirkland supports new funding and policy tools to address homelessness and create more affordable housing, such as:
  - Restore the Housing Trust Fund (HTF) to pre-recession levels
  - Add affordable housing to the list of eligible projects that can be funded by REET 1 and REET 2
  - Extend document recording fee for housing (eliminate sunset) and increase the fee
- Kirkland supports allowing Kingsgate Park and Ride to be used for an affordable housing Transit Oriented Development.
- Kirkland supports adequate and sustainable funding to maintain high-quality statewide training for law enforcement personnel.
- Kirkland supports allowing local jurisdictions the option to cap an MPD (Metropolitan Park District)
- Kirkland supports capital or transportation budget funding for a multimodal safety improvement project connecting the Cross Kirkland Corridor with the Redmond Central Connector.
- Kirkland supports allowing both the state and local governments the option of replacing the property tax cap, currently fixed at 1 percent, with a cap that is indexed to both population growth and inflation.

There have also been discussions about potentially including proposed changes to the Public Records Act. Staff will be seeking direction on whether such proposals should be added to the priority agenda.

<u>Development of the Draft Proposed 2017 Legislative Agenda</u>

The process for developing the coming session's legislative agenda begins in the preceding year, with the Intergovernmental Relations Manager maintaining a running list of ideas as they come up throughout the year (from councilmembers, legislators, directors, staff, etc.). Additionally, in June the Intergovernmental Relations Manager proactively reaches out to directors and managers of City departments for potential new issues or ideas. Mayor Walen and Councilmember Asher participate on the Association of Washington Cities' Legislative Committee and help identify statewide priorities. In August, the City Manager proposes a draft set of priorities to Council's Legislative Work group for consideration, feedback and for its recommendation to the full Council for consideration.

In 2016, the City of Kirkland prioritized support for a whole host of policies and funding tools to address homelessness and create more affordable housing. While Kirkland's commitment and interests in this area remain strong going into the 2017 session, staff recommend some changes.

<u>Priority Items from 2016 proposed for deletion</u>:

Several concepts did not gain enough support last session and are not likely to receive support from lawmakers in 2017. Staff recommend removing the following three items from the list of priorities:

1. Support for a local option demolition fee dedicated toward the construction of affordable housing;
2. Support to allow local jurisdictions to impose up to an additional 0.25% real estate excise tax (REET) specifically for investments in affordable housing; and
3. Support for identifying State-owned property to host authorized encampments, vehicle parking, emergency shelter, and housing.

Priority Items from 2016 proposed to be moved to the 2017 Support Items Agenda:
Similarly, staff recommend that the following four items be moved from the City's 2016 priorities to its 2017 Support Items Agenda, which will be brought to Council in January

1. Support for allowing local jurisdictions to authorize a local option tax exemption to preserve affordability;
2. Support for allocating additional resources for mental health and substance use disorder treatment; and
3. Support for the rights of religious organization to host safe parking efforts for the homeless on property owned or controlled by the religious organization
4. Kirkland supports facilitating greater access to rooftop residential and community solar installations by extending the timeframe for state solar incentives in the Renewable Energy System Cost Recovery program.

Priority Items from 2016 proposed for carry over into 2017:
Staff recommend carrying over the following two priorities from the City's 2016 legislative agenda:

- Support of capital or transportation budget funding for a multimodal safety improvement project connecting the Cross Kirkland Corridor with the Redmond Central Connector (Attachment C); and
- Support for allowing both the state and local governments the option of replacing the property tax cap, currently fixed at 1 percent, with a cap that is indexed to both population growth and inflation. (The Washington State Association of Counties and the Association of Washington Cities are spearheading this effort in 2017)

New Legislative Priority Items for consideration in 2017:
Staff recommend including three new items on the Cities list of legislative priorities for the 2017 session.

- Support for allowing the Kingsgate Park and Ride to be used for an affordable housing Transit Oriented Development.

The Kingsgate Park and Ride is owned by the State and managed by King County. In June of 2015, Representative McBride organized a tour with Secretary Peterson, Mayor Walen and City Manager Kurt Triplett to discuss the City's interest in TOD at the site. The City sent follow-up letter to the Washington Department of Transportation (WSDOT) in October 2015, formally expressing its interest in TOD at Kingsgate (Attachment D). Secretary Peterson sent correspondence in February 2016, expressing WSDOTs interest in working with the City of Kirkland (Attachment E). In July of this year, WSDOT's Dylan Counts also toured the site with the City Manager and discussed the City's "vision" and interest in TOD there. The ST3 package includes a project to expand the parking at Kingsgate by 800 additional stalls. Beginning in June 2015, and throughout its entire process of drafting the ST3 System Plan that will be on the ballot, the City communicated its interest in TOD at Kingsgate to Sound Transit. Mr. Counts is WSDOT's liaison to Sound Transit.

- Support for adequate and sustainable funding to maintain high-quality statewide training for law enforcement personnel.

The Kirkland Police Department has studied the status of officers who are eligible to retire over the next four years and has determined that it may lose up to 24 people by 2020, which is 24% of the City's police force. The need for basic law enforcement training classes is critical.

- Support for allowing the local option to cap an MPD (Metropolitan Park District).

In 2015, at the urging of its residents, the Kirkland City Council unanimously approved an ordinance placing a ballot measure before Kirkland voters to create a Metropolitan Park District (MPD) that, if it had been approved, would have funded a proposed 87,000 square foot multi-purpose recreational facility. MPDs are allowed by State law (RCW 35.61) and require 50% voter approval. MPDs allow for the collection of property taxes up to .75 cents to fund parks and recreation, including maintenance and operations. The City Council proposed a Kirkland Aquatics and Recreation District would encompass the city boundaries of Kirkland. The City Council would serve as the governing body of the Aquatics and Recreation District and be responsible for the budget and setting the initial property tax rate. While the City Council did not ask voters for the full .75 cents in the 2015 ballot questions, residents raised concerns that once the MPD is authorized, the MPD Commissioners would have the full .75 cent authority and no subsequent public votes would be needed, because the MPD Commissioners could increase it legislatively. The intent of this legislative proposal is to build public trust by allowing local jurisdictions the option to ensure that whatever is authorized by the voters is capped. Any effort to increase the amount would have to come back to the voters for approval.

<u>The City Council's Legislative Workgroup</u>
The City Council's Legislative Workgroup, consisting of Mayor Walen and Councilmembers Asher and Marchione, is staffed by the City Manager and the Intergovernmental Relations Manager with participation from Waypoint Consulting Group, the City's contracted lobbyists. Councilmember Asher is the Chair the Legislative Workgroup.

The draft priority items on the City's legislative agenda represent the primary focus for Council's Legislative Committee, the city's Intergovernmental Relations Manager and contracted lobbyists during session. The committee meets weekly during the session in order to track the status of the priorities and offer support for achieving their success.

It is the goal of the Legislative Committee to have the City's 2017 legislative priorities adopted before it hosts its annual legislative coffees with the city's delegation, which may begin in late October.

<u>The City's State Legislative Delegation</u>
The City of Kirkland includes three legislative districts – 1st, 45th, and 48th.

Legislative District 1

The City will see two changes in the 1st Legislative District. Senator Rosemary McAuliffe announced at the end of the last session that she would not seek re-election. Representatives Luis Moscoso filed for the Senate seat and lost in the primary to Guy Palumbo. In the November general election, Mr. Palumbo will face Mindie Wirth. Derek Stanford, the House of Representatives incumbent in position 1 will face Neil Thannisch in the general. In the open position 2 House seat vacated by Luis Moscoso, Shelley Kloba faces Jim Langston in the general election.

Legislative District 45

Senator Andy Hill is not up for re-election this year. Larry Springer, the incumbent in House position 2 is unopposed. Roger Goodman, the incumbent in House position 1 will face Ramiro Valderrama in the general.

Legislative District 48

The City will likely see change in the 48th legislative district as well with Senator Cyrus Habib running for Lieutenant Governor against Marty McClendon in the general election. Joan McBride is the incumbent in House position 2, and Patty Kuderer, who was appointed last year, is the incumbent in House position 1. Should Senator Habib win election to Lieutenant Governor, the Senate seat in the 48th will be filled by an appointment process.

State Lobbyists

Waypoint Consulting was retained by contract to serve as Kirkland's State lobbyists. Majken Ryherd and Teresita Torres will participate in the upcoming legislative breakfasts.

NEXT STEPS:

After receiving the City Council's feedback and edits, final Legislative Priorities will be prepared for adoption at the Council's October 18, 2016 regular meeting. Staff will also provide a draft Resolution adopting the priorities at that time. The Support Agenda will be prepared for Council's consideration in January 2017.

Attachments: A. Proposed Draft 2017 Legislative Priorities Agenda
B. Redline of council adopted 2016 Legislative Priorities, show proposed 2017 priorities
D. Cross Kirkland Corridor to Redmond Central Connector capital budget request

Attachment A

CITY OF KIRKLAND
2017 LEGISLATIVE AGENDA

General Principles

Kirkland supports legislation to promote the City Council's goals and protect the City's ability to provide basic municipal services to its citizens.

- Protect shared state revenue sources available to the City, including the State Annexation Sales Tax Credit, and provide new revenue options and flexibility in the use of existing revenues.
- Support long-term sustainability efforts related to City financial, environmental and transportation goals.
- Oppose unfunded mandates.
- Oppose any further shifting of costs or services from the State or County to cities.

City of Kirkland 2017 Legislative Priorities

- Kirkland supports new funding and policy tools to address homelessness and create more affordable housing, such as:
  - Restore the Housing Trust Fund (HTF) to pre-recession levels
  - Add affordable housing to the list of eligible projects that can be funded by REET 1 and REET 2
  - Extend document recording fee for housing (eliminate sunset) and increase the fee

- Kirkland supports allowing Kingsgate Park and Ride to be used for an affordable housing Transit Oriented Development.

- Kirkland supports adequate and sustainable funding to maintain high-quality statewide training for law enforcement personnel.

- Kirkland supports allowing jurisdictions the option to cap an MPD (Metropolitan Park District)

- Kirkland supports capital or transportation budget funding for a multimodal safety improvement project connecting the Cross Kirkland Corridor with the Redmond Central Connector.

- Kirkland supports allowing both the state and local governments the option of replacing the property tax cap, currently fixed at 1 percent, with a cap that is indexed to both population growth and inflation.

Attachment B

CITY OF KIRKLAND
~~2016~~ 2017 LEGISLATIVE AGENDA

General Principles

Kirkland supports legislation to promote the City Council's goals and protect the City's ability to provide basic municipal services to its citizens.

- Protect shared state revenue sources available to the City, including the State Annexation Sales Tax Credit, and provide new revenue options and flexibility in the use of existing revenues.
- Support long-term sustainability efforts related to City financial, environmental and transportation goals.
- Oppose unfunded mandates.
- Oppose any further shifting of costs or services from the State or County to cities.

City of Kirkland ~~2016~~ 2017 Legislative Priorities

- Kirkland supports new ~~policies and~~ funding and policy tools to address homelessness and create more affordable housing, such as:
  - ~~Allow local jurisdictions the option to impose a demolition fee to be dedicated toward construction of affordable housing;~~
  - ~~Allow local jurisdictions to impose up to an additional 0.25% real estate excise tax (REET) specifically for investments in affordable housing;~~
  - ~~Allow local jurisdictions to authorize a local option tax exemption to preserve affordability;~~
  - ~~Allocate additional resources for mental health and substance use disorder treatment;~~
  - Restore the Housing Trust Fund (HTF) to pre-recession levels;
  - Add affordable housing to the list of eligible projects that can be funded by REET 1 and REET 2; and
  - ~~Extend document recording fee for housing (eliminate sunset) and increase the fee~~
  - ~~Identify State-owned property to host authorized encampments, vehicle parking, emergency shelter, and housing; and~~
  - ~~Ensure the rights of religious organization to host safe parking efforts for the homeless on property owned or controlled by the religious organization~~

- Kirkland supports allowing Kingsgate Park and Ride to be used for an affordable housing Transit Oriented Development.

- Kirkland supports adequate and sustainable funding to maintain high-quality statewide training for law enforcement personnel.

- Kirkland supports allowing jurisdictions the option to cap an MPD (Metropolitan Park District)

- Kirkland supports capital or transportation budget funding for a multimodal safety improvement project connecting the Cross Kirkland Corridor with the Redmond Central Connector.

- Kirkland supports allowing both the state and local governments the option of replacing the property tax cap, currently fixed at 1 percent, with a cap that is indexed to both population growth and inflation.

~~Kirkland supports facilitating greater access to rooftop residential and community solar installations by extending the timeframe for state solar incentives in the Renewable Energy System Cost Recovery program.~~

- ~~Kirkland supports clarifying records retention, disclosure, and use limitations of video and/or sound recordings made by law enforcement or corrections officers.~~

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

November 24, 2015

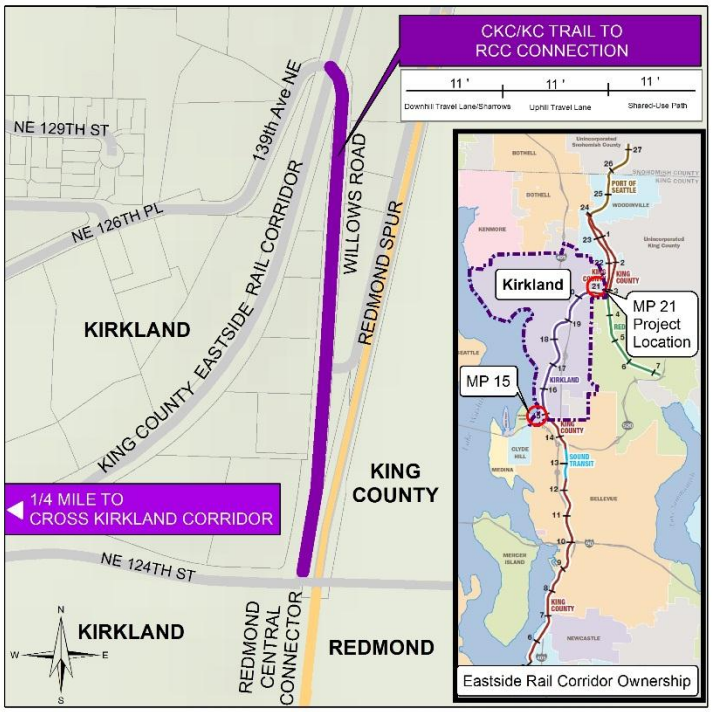
PROJECT TITLE: Cross Kirkland Corridor to Redmond Central Connector

Kirkland supports funding of $1,500,000 to complete the design and construction of a 1/3 mile pedestrian and bicycle connection between the Cross Kirkland Corridor (CKC), and the Redmond Central Connector (RCC) to connect the high tech corridor of Willows Road and the aerospace and manufacturing companies to Totem Lake and the expanding regional trail network.

PROJECT SUMMARY:

This proposed improvement provides for the installation of an 11 foot wide shared-use path between the intersection of NE 124th Street and Willows Road, and the CKC at 139th Avenue NE. The project involves support and efforts from King County, City of Redmond, the Eastside Rail Corridor Regional Advisory Council, and the City of Kirkland.

- **Kirkland** recently completed construction of a 5.75 mile crushed-gravel multi-use path along the full length of the CKC.
- The **Regional Advisory Council** for the Eastside Rail Corridor report (Creating Connections, Oct. 2013) calls for the development of a continuous trail connection between Kirkland and Redmond.
- **King County** has approved the removal of the rails along their portion of this connection.
- The **City of Redmond** has plans to construct a trail along the Redmond Central Connector to their border which will complete the connection.



Project benefits include:

- Encouraging convenient alternative transportation connections between two urban centers, Downtown Redmond and Totem Lake.
- Providing usable and safe public access to healthy forms of recreation.

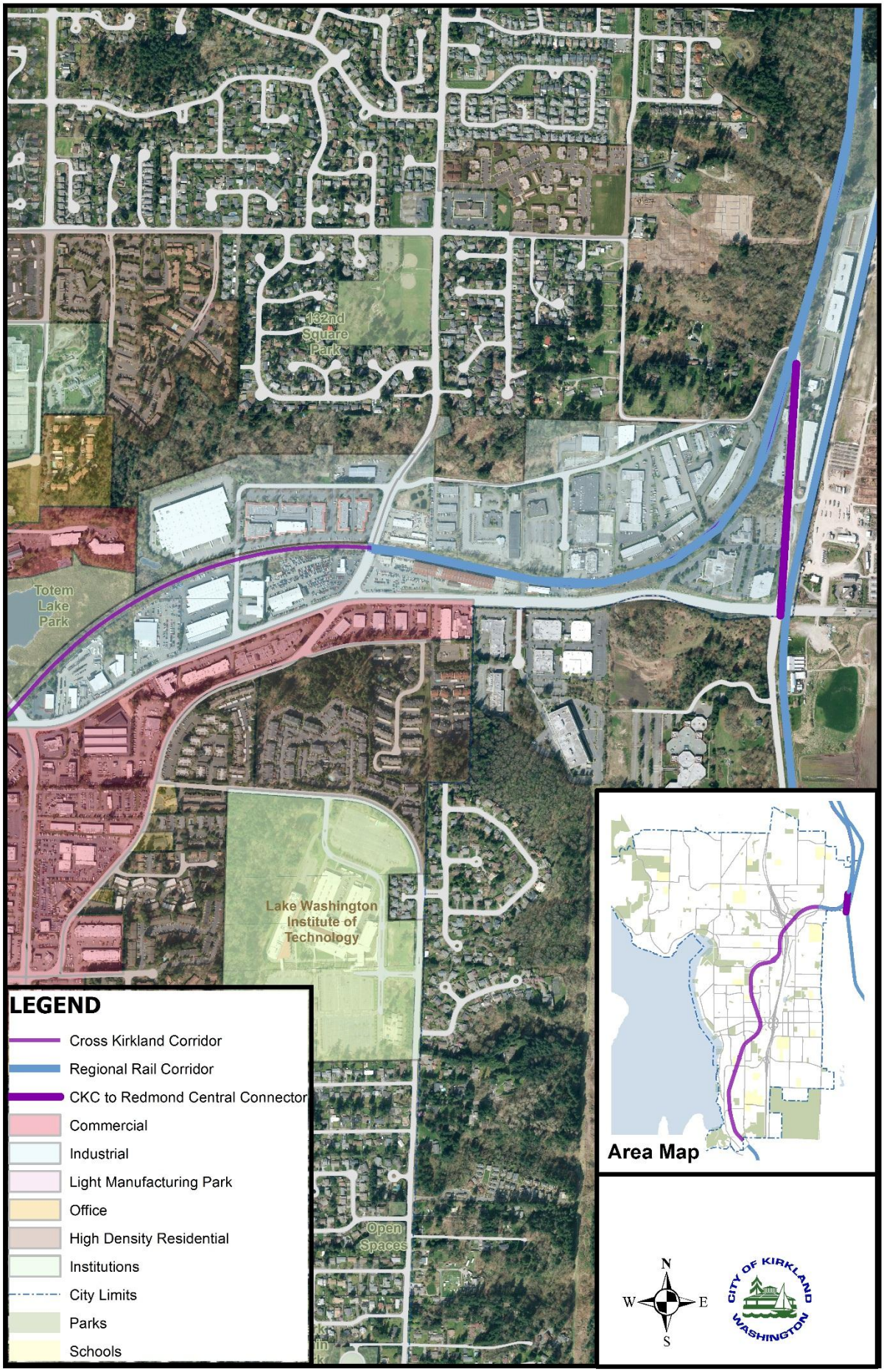
The City of Kirkland is requesting $1,500,000 for design and construction. The connection can be designed and constructed in 12-18 months with multi-agency coordination needed.

KIRKLAND CONTACTS:

Kurt Triplett, City Manager
425-587-3020

Kathy Brown, Public Works Director
425-587-3802

Lorrie McKay, Intergovernmental Relations Manager
425-587-3009


132nd Square Park
Totem Lake Park
Lake Washington Institute of Technology
Open Spaces
LEGEND
Cross Kirkland Corridor
Regional Rail Corridor
CKC to Redmond Central Connector
Commercial
Industrial
Light Manufacturing Park
Office
High Density Residential
Institutions
City Limits
Parks
Schools
Area Map
N
W
E
S
CITY OF KIRKLAND
WASHINGTON

October 8, 2015

Secretary Lynn Peterson
Washington State Department of Transportation
P.O. Box 47316
Olympia, WA 98504-7316

RE: City of Kirkland's Interest in Developing TOD at the Kingsgate Park and Ride

Dear Secretary Peterson,

On behalf of the City of Kirkland, I write this letter to express the City's interest in developing Transit Oriented Development (TOD) at the Kingsgate Park and Ride. The City will assist WSDOT in its work with USDOT on any work/research that might need to be done to advance this interest.

We are grateful that you and your staff took time to visit Kirkland in June of this year to tour several sites, including the Kingsgate Park and Ride with myself, Deputy Mayor Sweet, Representative McBride and our City Manager, Kurt Triplett.

The Kingsgate Park and Ride is owned by WSDOT and operated by King County Metro Transit. It is located just east of I-405 at NE 130th Street, adjacent to the Totem Lake Urban Center. Sound Transit's Totem Lake Freeway Station is located across the street from the site, as are the NE 128th Street direct access ramps for northbound and southbound HOV lanes on I-405. King County Metro's Totem Lake Transit Center is located five blocks east on the southwest corner of the hospital campus of EvergreenHealth. Totem Lake, is Kirkland's largest employment center and is the focus of significant economic revitalization. By 2035, Totem Lake is expected to double its housing units to approximately 12,000 units. Employment is expected to increase from today's 13,000 employees to approximately 52,000 employees.

The City continues to invest in significant multimodal connectivity capital projects in anticipation of connection to the I-405 high capacity transit spine and Kirkland has prioritized pedestrian and bicycle infrastructure investments around access to transit facilities. WSDOT's willingness to work with the City on its interest in developing a TOD at the Kingsgate site left us hopeful for the future of maximizing the livability of the Totem Lake area.

We appreciate the enormous responsibility you carry as the Secretary of Transportation and look forward to working with your staff on next steps. The City's point of contact for this is Dorian Collins at (425) 587-3249 or email dcollins@kirklandwa.gov.

Sincerely,

KIRKLAND CITY COUNCIL



By Amy Walen, Mayor
City of Kirkland

Cc: Lorena Eng, Northwest Region Administrator
Allison Camden, Intergovernmental and Tribal Relations Director
Kirkland City Council
Kurt Triplett, City Manager
Eric Shields, Director, Planning and Building Department
Dorian Collins, Senior Planner, Planning and Building Department
Lorrie McKay, Intergovernmental Relations Manager

Washington State Department of Transportation

Lynn Peterson
Secretary of Transportation

Transportation Building
310 Maple Park Avenue S.E.
P.O. Box 47300
Olympia, WA 98504-7300
360-705-7000
TTY: 1-800-833-6388
www.wsdot.wa.gov

February 1, 2016

RECEIVED
FEB 04 2016
CITY OF KIRKLAND
CITY MANAGER'S OFFICE

The Honorable Amy Walen
City of Kirkland
123 Fifth Avenue
Kirkland, WA 98033-6189

Dear Mayor Walen:

Thank you for your October 8th letter regarding the City's interest in developing Transit Oriented Development (TOD) at the Kingsgate Park and Ride in Kirkland. Please accept our apology for the delay in our response.

With Kingsgate being the City's priority for TOD, we look forward to working with USDOT and the City to determine the steps necessary to make this happen with the state owned Park and Ride lot.

Please feel free to contact Dylan Counts, of our Public Transportation Division at (206) 464-1232 or email countsd@wsdot.wa.gov, with questions you may have.

Sincerely,

Lynn Peterson
Secretary of Transportation

cc: Lorena Eng, Northwest Region Administrator
Allison Camden, Intergovernmental and Tribal Relations Director
Kirkland City Council
Kurt Triplett, City Manager
Eric Shields, Director, Planning and Building Department
Dorian Collins, Senior Planner, Planning and Building Department
Lorrie McKay, Intergovernmental Relations Manager

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

MEMORANDUM

To: Kurt Triplett, City Manager

From: Lynn Zwaagstra, Director
Michael Cogle, Deputy Director
Leslie R. Miller, Human Services Coordinator

Date: September 21, 2016

Subject: RESOLUTION AUTHORIZING DISTRIBUTION OF COMMUNITY DEVELOPMENT BLOCK GRANT FUNDS FOR 2017

RECOMMENDATION:

That the City Council approves the attached resolution distributing Kirkland's CDBG funds for 2017.

BACKGROUND DISCUSSION:

Since 2015 the City of Kirkland has participated within the King County CDBG (Community Development Block Grant) and HOME (Home Investment Partnership Program) Consortium as a Joint Agreement City. As part of the Interlocal agreement with King County, Kirkland must develop a plan for allocating our portion of CDBG funds every year. Funds for public services and capital projects must be utilized to benefit those with low to moderate income and be consistent with the King County Consortium Consolidated Housing and Community Development Plan ("Consolidated Plan").

Based on estimates provided by the United States Department of Housing and Urban Development (HUD), the City may allocate 2017 funds as follows:

$128,533	Capital Projects
$29,892	Public (Human) Services
$29,892	Planning and Administration

FUNDING DISTRIBUTION RECOMMENDATION:

The Human Services Advisory Committee held a public hearing to receive comment about these recommendations on September 19, 2016. In addition, written feedback was welcomed.

Capital Funding Recommendation: Allocate the available funding ($128,533 estimate) to A Regional Coalition for Housing (ARCH) for affordable housing projects. The recommendations on specific project(s) to be funded will be provided by ARCH and acted on by the Kirkland City Council in the first quarter of 2017.

Public Service Funding Recommendation: Allocate the available funding ($29,892 estimate) for human services to Congregations for the Homeless to support their work with those experiencing homelessness through a day center and winter shelter for men. This funding recommendation aligns with the work of the Human Services Advisory Committee and their funding recommendations for distribution of grant funding in 2017 - 2018.

Planning and Administration Funding Recommendation: Allocate the available funding ($29,892 estimate) to the Parks and Community Services Department to administer the City of Kirkland's CDBG program activities.

Contingency Plan: The funding level listed above is an estimate provided by HUD. The final amount for distribution will not be known until part way through 2017. The above projects will receive proportionate increases or decreases based upon the final distribution total.

Attachment

RESOLUTION R-5214

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KIRKLAND ALLOCATING THE CITY'S PORTION OF COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUNDS FOR 2017.

WHEREAS, on May 20, 2014, the City Council authorized the City's participation in the King County Community Development Block Grant and HOME Investment Partnerships Program (CDBG/HOME) Consortium as a Joint Agreement City and the City entered into an Interlocal Agreement with King County for that purpose; and

WHEREAS, as a Joint Agreement City, the City of Kirkland receives funds in support of programs and projects that directly benefit our community, including but not limited to home repair, affordable housing, community facilities, public infrastructure, and human services; and

WHEREAS, as part of the Interlocal Agreement with King County, the City of Kirkland must develop a plan for allocating its portion of the CDBG funds each year; and

WHEREAS, toward developing such a plan, the Human Services Advisory Committee held a public hearing on September 19, 2016, at which time the Committee provided an opportunity for the public to comment on recommendations for the plan, which recommendations are now being forwarded to the City Council.

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

Section 1. The recommendations of the Human Services Advisory Committee are accepted and approved by the City Council.

Section 2. Based on estimates provided by the United States Department of Housing and Urban Development (HUD), the City intends to allocate 2017 funds as follows:

(a) $128,533 of Capital Projects funds to A Regional Coalition for Housing Trust Fund for affordable housing projects;
(b) $29,892 of Public Services funds to Congregations for the Homeless to support a winter shelter, outreach services and day center for homeless individuals; and
(c) $29,892 of Planning & Administration funds to support the City's administration of the CDBG program.

Section 3. In the event the funding level actually provided by HUD is more or less than estimated, the above projects, services and administration should receive proportionate increases or decreases based upon the final distribution amount.

Passed by majority vote of the Kirkland City Council in open meeting this _____ day of _____, 2016.

Signed in authentication thereof this ____ day of _____, 2016.

_____
MAYOR

Attest:

_____
City Clerk

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

MEMORANDUM

To: Kurt Triplett, City Manager

From: Human Services Advisory Committee
Lynn Zwaagstra, Director
Michael Cogle, Deputy Director
Leslie R. Miller, Human Services Coordinator

Date: September 21, 2016

Subject: 2017-2018 HUMAN SERVICES GRANT FUNDING RECOMMENDATIONS

RECOMMENDATION:

That City Council reviews grant funding recommendations from the Human Services Advisory Committee (HSAC) for the 2017 – 2018 biennium. HSAC members and staff will be at the Council meeting to answer questions and receive input from the Council. Final funding decisions will be made by the Council during the budget process.

BACKGROUND DISCUSSION:

This report forwards for City Council consideration the Council-appointed Human Services Advisory Committee's (HSAC) recommendations for the award of grants to ensure delivery of human services to Kirkland residents.

Human services grant funding supports adopted City Council policies and goals, specifically:

> *Policy Statement: Kirkland is a diverse and inclusive community that respects and welcomes everyone and is concerned for the welfare of all.*
> *Goal: To support a coordinated system of human services designed to meet the special needs of our community and remove barriers to opportunity.*

The demand for human services in Kirkland remains high and is ever increasing. The HSAC asks that City Council recognize the long term return on investment that our local human services agencies provide.

A. History of Human Services Grant Funding

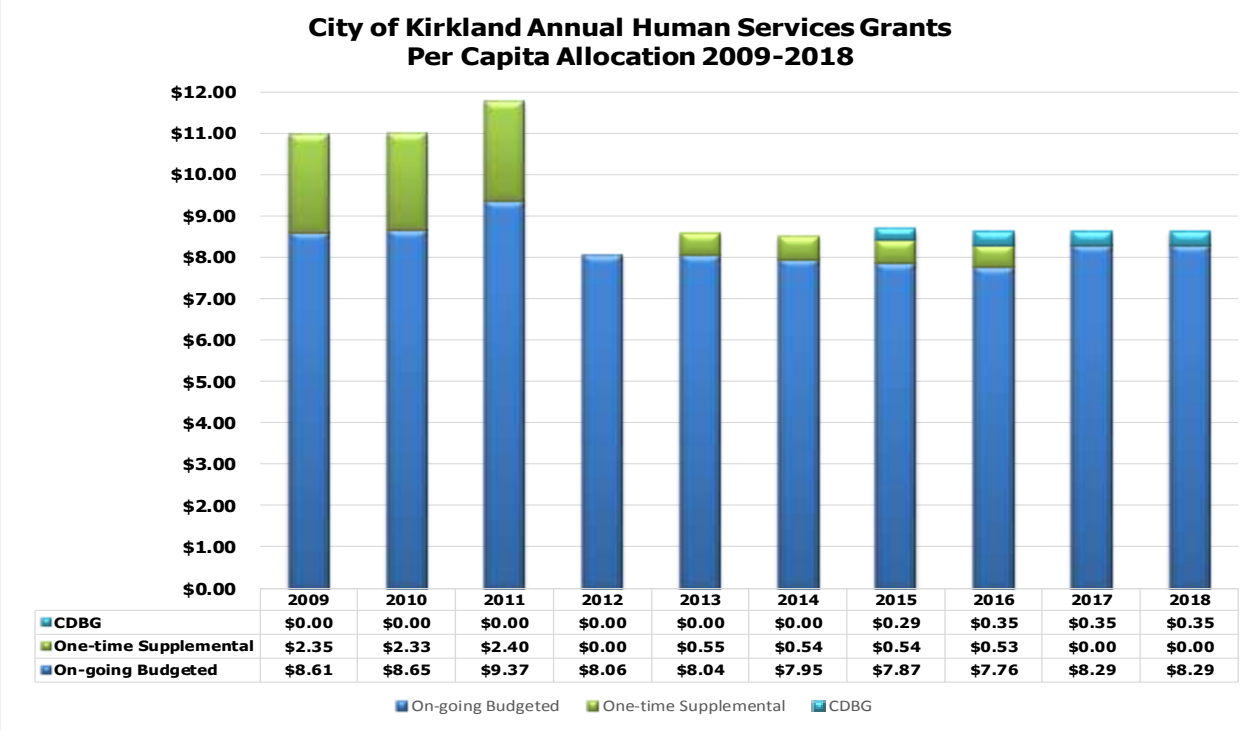
In 1986 the City of Kirkland began granting funding to community agencies to provide human services to Kirkland residents. The following table details the total funding made available since 2009:

City of Kirkland Funding for Human Services Grants 2009 – 2018

Year	Population	Ongoing Funding Base Budget	Supplemental One-time Funding	CDBG	Total Funding
2009	48,410	$416,810	$113,780	$0	$530,590
2010	48,787	$421,890	$113,781	$0	$535,671
2011	49,020[1]	$459,481	$117,656	$0	$577,137
2012	81,480	$656,944	$0	$0	$656,944
2013	81,730	$656,944	$44,814	$0	$701,758
2014	82,590	$656,944	$44,814	$0	$701,758
2015	83,460	$656,944	$114,679	$24,470	$796,093
2016	84,680	$656,944	$129,679	$29,892	$815,515[2]
2017	84,680	$701,758[3]	$0[3]	$29,892[3]	$731,650[3]
2018	84,680	$701,758[3]	$0[3]	$29,892[3]	$731,650[3]

[1] Kirkland 2011 population prior to June 1 annexation
[2] 2016 includes $15,000 contribution from the Council Special Projects Reserve for the Eastside Winter Shelter for Families
[3] As proposed in Parks and Community Services Department Base Budget for 2017-2018

City grant funding on a per capita basis since 2009 is shown in the following chart:



	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018
CDBG	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.29	$0.35	$0.35	$0.35
One-time Supplemental	$2.35	$2.33	$2.40	$0.00	$0.55	$0.54	$0.54	$0.53	$0.00	$0.00
On-going Budgeted	$8.61	$8.65	$9.37	$8.06	$8.04	$7.95	$7.87	$7.76	$8.29	$8.29

Note: 2017 and 2018 per capita estimates are based on Kirkland's 2016 population estimate and the preliminary proposed 2017 – 2018 biennium budget.

This summer the Council concurred with the City Manager's recommendation to increase the City's on-going base budget grant funding from the previous biennium by $45,262 per year from $656,944 to $701, 758. The City Manager's preliminary budget may propose additional one time funding and the Council will make final decisions about funding levels as part of the budget process.

B. Application and Review Process

In April of this year, the City received formal applications from community agencies requesting City support for the critical services provided to help meet the basic and emergency needs of Kirkland residents. Both the number of applications and the total amount requested increased from 2015-2016.

Application Comparison: 2015-16 and 2017-18:

Budget Period	Applications	$$$ Requested	$$$ Funded
2015-2016	71	$2,341,848	$1,612,617[1]
2017-2018	81	$2,824,124	To be determined

[1]Total includes $15,000 emergency funds from the Council contingency fund for the Eastside Winter Shelter for Women and Families with Children in January 2016 & $54,371 in CDBG funds.

The HSAC deliberated between May and September, spending many hours reading applications and meeting as a group. The Committee utilized a rating tool and community needs as discussion points. In addition, they took into consideration whether the City was providing funds at a proportional level as other cities based upon the level of service for Kirkland residents. The Committee came to their recommendations through a consensus process.

Evaluation Criteria **-** The HSAC followed the evaluation criteria established for grant applicants. The criteria give priority to programs and agencies that:

- Benefit low-and-moderate income Kirkland residents
- Provide an appropriate solution to a documented need or identified problem in the community
- Promote self-sufficiency and independent living
- Are cost-effective
- Avoid duplication of services
- Have clear and established program outcomes
- Coordinate with other service providers

Past Performance **-** In addition to the evaluation criteria, current and prior contract performance was reviewed for all agencies that have previously received funding from the City.

Community Goal Areas **-** First developed by the United Way of King County and later adopted by several jurisdictions including Bellevue, Redmond, Seattle, King County, and Kirkland, these Community Goal Areas reflect the belief that all people in Kirkland should have:

Goal #1: Food to Eat and a Roof Overhead

- Food Security and Hunger

- Homelessness
- Affordable Permanent Housing

Goal #2: Supportive Relationships within Families, Neighborhoods and Communities

- Social Support
- Legal Assistance
- Information and Referral

Goal #3: Safe Haven from All Forms of Violence and Abuse

- Domestic Violence
- Child Abuse & Neglect
- Sexual Assault, Rape, and Child Sexual Abuse

Goal #4: Health Care to Be as Physically and Mentally Fit as Possible

- Medical Care
- Dental Care
- Behavioral Health

Goal #5: Education and Job Skills to Lead an Independent Life

- Employment/Training
- Education
- Childcare

C. Funding Options:

Because the City Council has augmented on-going funding in the City's base budget with one-time supplemental funding every year since 2002 (except 2012), the HSAC recommendation contains three different options for the Council to consider dependent upon the amount of City funding which may be made available. Details of the Committee's recommendations for distribution of grant funding to applicants are included in **Attachment A**.

Note that the City continues to have access to federal Community Development Block Grant (CDBG) funds. An estimated $29,892 of CDBG funds are available to distribute for eligible human services programs, and the Committee has provided a separate recommendation to fund services provided for individuals experiencing homelessness by Congregations for the Homeless. This recommended use of CDBG funds has been taken into consideration by the Committee in developing the recommendations for allocation of City general fund dollars.

Options provided by the HSAC are:

- **Option 1**: **BASE BUDGET OPTION**
  Funds to be dispersed: $731,650 annually, or $8.64 per capita

  This option allocates human services grant funding at the amount proposed in the 2017-2018 Base Budget (General Fund + CDBG funding).

- **Option 2**: **MAINTAIN CURRENT (2016) FUNDING LEVEL OPTION**
  Funds to be dispersed: $816,515 annually, or $9.64 per capita
  (additional $84,865 above Option 1 required to be allocated annually)

  This option allocates human services grant funding at an amount equal to the amount funded by the City in 2016 (General Fund + CDBG funding).

- **Option 3**: **ENHANCED FUNDING LEVEL OPTION**
  Funds to be dispersed: up to $996,684 annually, or up to $11.77 per capita
  (up to an additional $265,034 above Option 1 required to be allocated annually)

  If additional funding is available, this option allows the City Council to increase human services grant funding in order to better respond to critical community needs and to return Kirkland's per capita funding amount to pre-annexation levels. A prioritized list of additional funding opportunities is provided.

Details of each option are described below.

❖ ***OPTION 1: BASE BUDGET OPTION***
General Fund: $701,758 per year
CDBG Funds: $ 29,892 per year
TOTAL FUNDS: $731,650 per year (or $8.64 per capita)

This option would provide funding at the amount currently proposed as on-going funding in the Parks and Community Services Department's base budget for 2017-2018. It essentially increases the City's on-going base budget grant funding from the previous biennium by $45,262 per year.

However, due to the addition of one-time supplemental funding authorized by the City Council for 2015–2016, this option would result in an overall net decrease of nearly $85,000 per year in City funding for granting purposes and thus requires a reduction and/or elimination of funding for a number of valuable programs. **As a result this option is not recommended by the Human Services Advisory Committee.**

Funding Recommendation Highlights for Option 1 (see **Attachment A** for details):

With Option 1 the Committee recommends funding all eligible programs for 2017 and 2018 at their 2016 levels with the following exceptions:

a) NEW: The Committee recommends funding the following new programs:

- Catholic Community Services—New Bethlehem Day Center for Families +$5,000
- Friends of Youth—Homeless Youth Outreach and Drop-in Support +$10,000
- Imagine Housing—Senior Programs +$15,000

b) INCREASED: The Committee recommends increasing funding for the following programs:

- Catholic Community Services—Eastside Winter Shelter for Families from $14,113 to $15,000

- Congregations for the Homeless—Programmatic Shelter from $7,758 to $7,991
- Hopelink—Emergency Financial Assistance from $20,563 to $28,000
- Sound Generations—Meals on Wheels from $4,728 to $5,343
- The Sophia Way—Eastside Winter Shelter for Women from $14,113 to $15,000
- The Sophia Way—Sophia's Place Shelter Program from $11,937 to $12,000
- The Sophia Way—Woman's Day Center from $7,958 to $12,000
- Youth Eastside Services—Family Net from $23,504 to $24,000
- Lifewire—My Sister's Home from $7,698 to $10,000
- Kindering—Early Care and Education Consultation from $7,928 to $8,000

c) REDUCED: The Committee recommends reducing funding for the following programs:

- Congregations for the Homeless—Outreach from $10,235 to $10,000
- Friends of Youth—Homeless Young Adult Housing from $27,880 to $24,497
- Hopelink—Housing & Shelter from $28,800 to $20,000
- Imagine Housing—Francis Village and Velocity—from $30,450 to $25,000
- The Salvation Army—Eastside Corps Social Services from $19,050 to $5,000
- Assistance League of the Eastside—Operation School Bell from $9,000 to $8,100
- Center for Human Services—Family Support Centers from $6,900 to $5,400
- Crisis Clinic—King County 211 from $4,839 to $4,400
- Eastside Legal Assistance Program—Legal Services from $12,019 to $11,000
- Hopelink—Family Development Program from $6,250 to $5,700
- Lake Washington Schools Foundation—LINKS Mentoring from $8,500 to $7,000
- Youth Eastside Services—Community-based Outreach from $29,300 to $28,300
- Youth Eastside Services—Healthy Start from $16,000 to $13,000
- Consejo Counseling and Referral Service—Community Advocacy Program from $10,800 to $9,000
- Crisis Clinic—Teen Link from $5,406 to $5,000
- Harborview Center—Sexual Assault and Traumatic Stress Services from $9,361 to $9,000
- King County Sexual Assault Resource Center—Comprehensive Sexual Assault Services from $19,884 to $18,000
- Lifewire—Community Advocacy Program from $48,542 to $45,000
- Elder And Adult Day Services from $7,777 to $7,500
- Hero House from $5,500 to $5,000
- NAMI Eastside—Education, Support, Advocacy from $7,110 to $7000
- Northshore Senior Center—Northshore Adult Day Health from $10,200 to $10,000
- Sound Mental Health—Low Income Counseling from $8,980 to $8,900
- Therapeutic Health Services—Drug & Alcohol Treatment from $16,523 to $10,000
- Youth Eastside Services—Early Intervention from $31,758 to $31,000
- Child Care Resources—Consumer Education and Provider Quality Improvement from $8,552 to $8,500
- Hopelink—Adult Education from $13,950 to $11,000
- Hopelink—Employment Program from $10,000 to $8,000
- Jewish Family Service—Refugee and Immigrant Service Centers from $15,000 to $12,000
- YWCA of Seattle-King-Snohomish—Eastside Employment Services from $15,643 to $10,000

d) DEFUNDED: The Committee recommends defunding the following programs:

- Catholic Community Services—Emergency Assistance Program -$8,900
- Congregations for the Homeless—Housing -$5,882
- YWCA of Seattle-King-Snohomish—Permanent Housing -$23,029
- Alpha Supported Living -$2,000
- Bridge Disability Ministries—The Guardianship Program -$1,000
- Center for Human Services—Clinical Programs -$4,000
- Eastern European Counseling Center—Immigrant Integration Project -$3,370
- Washington Poison Center—Emergency Services -$3,500
- AtWork!—Community Liaison -$1,355

❖ ***OPTION 2: MAINTAIN CURRENT (2016) FUNDING LEVEL OPTION***
General Fund: $786,623 per year
CDBG Funds: $ 29,892 per year
TOTAL FUNDS: $816,515 per year (or $9.64 per capita)
Amount required above Option 1: $84,865 per year

This option assumes no increase or decrease in the current biennium budget's human services grant funding available for distribution in 2017-2018. Funding would be the same as in 2016, which is comprised of $701,758 of annual on-going funds in the base budget and an additional $84,865 of one-time supplemental funds previously allocated by the City Council (plus CDBG funds).

Funding Recommendation Highlights for Option 2 (see **Attachment A** for details):

This option builds upon the funding distribution recommended in Option 1, with the following additions:

a) NEW: The Committee recommends funding the following new programs:

- International Community Health Services—Dental +$4,000
- PROVAIL—Employment +$5,000

b) RESTORED: The Committee recommends restoring funding for the following programs from cuts made in Option 1:

- Congregations for the Homeless – Outreach Program from $10,000 to $10,235
- Friends of Youth – Homeless Young Adult Housing from $24,497 to $27,900
- Imagine Housing—Francis Village and Velocity from $25,000 to $30,450
- The Salvation Army—Eastside Corps Social Services from $5,000 to $12,000
- Assistance League of the Eastside—Operation School Bell from $8,100 to $9,000
- Center for Human Services—Family Support Centers from $5,400 to $6,900
- Crisis Clinic—King County 211 from $4,400 to $4,839
- Eastside Legal Assistance Program—Legal Services from $11,000 to $12,020
- Hopelink—Family Development Program from $5,700 to $6,250
- Lake Washington Schools Foundation—LINKS Mentoring from $7,000 to $8,500
- Youth Eastside Services—Community-based Outreach from $28,300 to $29,300

- Youth Eastside Services—Healthy Start from $13,000 to $16,000
- Consejo Counseling and Referral Service—Community Advocacy Program from $9,000 to $10,500
- Harborview Center—Sexual Assault and Traumatic Stress Services from $9,000 to $9,300
- King County Sexual Assault Resource Center—Comprehensive Sexual Assault Services from $18,000 to $19,000
- Lifewire—Community Advocacy Program from $45,000 to $48,000
- Center for Human Services—Clinical Programs from $0 to $3,000
- Eastern European Counseling Center—Immigrant Integration Project from $0 to $3,000
- Elder and Adult Day Services from $7,500 to $7,777
- Hero House from $5,000 to $5,500
- Therapeutic Health Services—Drug & Alcohol Treatment from $10,000 to $13,000
- Hopelink—Adult Education from $11,000 to $13,000
- Hopelink—Employment Program from $8,000 to $10,000
- Jewish Family Service—Refugee and Immigrant Service Centers from $12,000 to $15,000
- YWCA of Seattle-King-Snohomish—Eastside Employment Services from $10,000 to $13,000

c) INCREASED: The Committee recommends increasing funding for the following programs, at a level at or closer to the requested amounts:

- Catholic Community Services—Day Center for Families from $5,000 to $10,000
- Friends of Youth—Homeless Youth Outreach and Drop-in Support from $10,000 to $12,500
- Friends of Youth—Shelter for Youth and Young Adults from $11,860 to $12,000
- Imagine Housing—Francis Village and Velocity from $30,450 to $32,000
- Imagine Housing—Senior Programs from $15,000 to $20,000
- Crisis Clinic—King County 211 from $4,839 to $5,000
- King County Bar Foundation—Pro Bono Services from $2,500 to $3,500
- Lake Washington Schools Foundation—LINKS Mentoring from $7,000 to $8,500
- Youth Eastside Services—Community-based Outreach from $28,300 to $29,300
- Youth Eastside Services—Family Net from $24,000 to $25,922
- Lifewire—My Sister's Home from $10,000 to $14,500
- Bridge Disability Ministries—Mobility from $4,000 to $5,000
- Elder and Adult Day Services from $7,777 to $8,950
- Sound Generations—Volunteer Transportation from $5,900 to $6,000
- Kindering—Early Care and Education Consultation from $8,000 to $8,245

❖ ***OPTION 3: ENHANCED FUNDING LEVEL OPTION***
General Fund: up to $996,792 per year
CDBG Funds: $ 29,892 per year
TOTAL FUNDS: up to $996,684 per year (or up to $11.77 per capita)
Amount required above Option 1: up to $265,034 per year

This option builds upon the funding recommendations of Option 2 and provides a prioritized list for distribution of additional human services funds of up to an additional $180,169 above Option 2 should they be available and allocated by the City Council.

The Human Services Advisory Committee urges the City Council to consider funding at the per capita level of $11.77 in the City's basic budget for human services grants. This level of funding returns human services grant funding to the pre-annexation per capita level of 2011. The City of Kirkland has been able to fund on average 74% of human services grant requests during each budget cycle over the last ten years, and full implementation of Option 3 would result in the City funding about 70% of grant requests.

The HSAC believes that the following programs should be considered for new funding, restored funding or additional funding. More details of the Committee's recommendations for distribution of grant funding are included in **Attachment A**.

Prioritized List of Additional Human Services Grant Allocations if Funding Is Available:

Rank	Agency/Program	Amount	***Running Total***	Benchmarks:
1	OneAmerica—English Innovations *[new program]*	$30,000	*$30,000*	
2	Sound Generations—Meals on Wheels *[additional funding]*	$11,760	*$41,760*	
3	Imagine Housing—Senior Programs *[additional funding]*	$10,000	*$51,760*	
4	Hopelink—Emergency Food *[additional funding]*	$20,601	*$72,361*	
5	Eastside Baby Corner—Basic Needs for Children *[additional funding]*	$1,192	*$73,553*	
6	Friends of Youth—Shelter for Youth and Young Adults *[additional funding]*	$3,000	*$76,553*	
7	Catholic Community Services—Day Center for Families *[additional funding]*	$5,000	*$81,553*	
8	The Sophia Way—Woman's Day Center *[additional funding]*	$934	*$82,487*	
9	Lifewire—My Sister's Home *[additional funding]*	$500	*$82,987*	
10	PROVAIL—Employment *[additional funding]*	$4,892	*$87,879*	
11	IKRON—Integrated Employment Services *[new program]*	$10,000	*$97,879*	
12	Eastside Legal Assistance Program—Legal Services *[additional funding]*	$4,980	*$102,859*	
13	Chinese Information and Service Center—Cultural Navigator Program *[additional funding]*	$1,700	*$104,559*	

14	Youth Eastside Services—Healthy Start *[additional funding]*	$4,000	*$108,559*	
15	Hopelink—Emergency Financial Assistance *[additional funding]*	$2,000	*$110,559*	
16	Friends of Youth—Homeless Youth Outreach and Drop-in Support *[additional funding]*	$2,500	*$113,059*	*At this running total: returns the City's grant funding per capita level to just over the 2009 rate of $10.96*
17	Sound Generations—Volunteer Transportation *[additional funding]*	$1,222	*$114,281*	
18	Lifewire—Community Advocacy Program *[additional funding]*	$2,000	*$116,281*	
19	Catholic Community Services—Volunteer Services *[additional funding]*	$1,000	*$117,281*	
20	Friends of Youth—Homeless Young Adult Housing *[additional funding]*	$2,100	*$119,381*	
21	King County Sexual Assault Resource Center—Comprehensive Sexual Assault Services *[restore and additional funding]*	$1,000	*$120,381*	
22	Crisis Clinic—King County 211 *[additional funding]*	$2,500	*$122,881*	
23	Bridge Disability Ministries—The Guardianship Program *[restore and additional funding]*	$5,000	*$127,881*	
24	Crisis Clinic—Teen Link *[restore and additional funding]*	$500	*$128,381*	
25	Harborview Center—Sexual Assault and Traumatic Stress Services *[restore and additional funding]*	$450	*$128,831*	
26	Hopelink—Housing & Shelter *[restore and additional funding]*	$10,000	*$138,831*	*At this running total: brings the City's grant funding per capita level for 2017/2018 to just over $11.25*
27	Hopelink—Family Development Program *[additional funding]*	$5,750	*$144,581*	
28	Youth Eastside Services—Community-based Outreach *[additional funding]*	$1,582	*$146,163*	
29	Northshore Senior Center—Adult Day Health *[restore funding]*	$200	*$146,363*	
30	Youth Eastside Services—Early Intervention *[restore and additional funding]*	$1,000	*$147,363*	

31	Lake Washington Schools Foundation—LINKS Mentoring *[additional funding]*	$1,500	*$148,863*	
32	Child Care Resources—Consumer Education and Provider Quality Improvement *[restore and additional funding]*	$633	*$149,496*	
33	YWCA of Seattle-King-Snohomish Eastside Employment Services *[restore and additional funding]*	$3,000	*$152,496*	
34	AtWork!—Community Liaison *[restore funding]*	$1,500	*$153,996*	
35	Alpha Supported Living *[restore funding]*	$2,000	*$155,996*	
36	YWCA of Seattle-King-Snohomish—Permanent Housing *[restore partial funding]*	$5,000	*$160,996*	*At this running total: brings the City's grant funding per capita level for 2017/2018 to just over $11.50*
37	Hero House *[additional funding]*	$1,500	*$162,496*	
38	NAMI Eastside—Education, Support, Advocacy *[restore and additional funding]*	$1,000	*$163,496*	
39	International Community Health Services—Dental *[additional funding]*	$3,000	*$166,496*	
40	Therapeutic Health Services—Drug & Alcohol Treatment *[restore funding]*	$3,523	*$170,019*	
41	Sound Mental Health—Low Income Counseling *[restore and additional funding]*	$1,100	*$171,119*	
42	Elder and Adult Day Services *[additional funding]*	$1,050	*$172,169*	
43	Center for Human Services—Clinical Programs *[restore and additional funding]*	$2,000	*$174,169*	
44	Crisis Clinic—24-Hour Crisis Line *[additional funding]*	$2,500	*$176,669*	
45	Sound Mental Health—Children's Community Services *[additional funding]*	$1,500	*$178,169*	
46	Eastern European Counseling Center-Immigrant Integration Project *[restore and additional funding]*	$2,000	*$180,169*	*At this running total: returns the City's grant funding per capita level to the 2011 rate of $11.77*

The Human Services Advisory Committee wishes to thank City Council for their consideration of funding at the 11.77 per capita level. These funds will provide a strengthened human service infrastructure for those Kirkland citizens who continue to struggle to survive and who long to thrive in this beautiful city.

Attachments

Attachment A General Funds
Human Services Advisory Committee Funding Recommendations

2017-2018 Requests for Human Services Funding

	Human Services Continuum Goal Areas	2016 $ Awarded	2017 $ Requested	Option 1	Option 2	Option 3
1	Food to Eat and Roof Over Head	$ 345,657	$ 556,533	$ 287,317	$ 317,595	$ 391,682
2	Families, Neighborhoods, and Communities	$ 146,680	$ 253,794	$ 131,200	$ 144,192	$ 169,204
3	A Safe Haven from All Forms of Violence and Abuse	$ 101,691	$ 175,646	$ 96,000	$ 106,300	$ 110,750
4	Health Care to Be as Physically and Mentally Fit as Possible	$ 150,059	$ 237,394	$ 129,741	$ 145,791	$ 172,386
5	Education and Job Skills to Lead an Independent Life	$ 72,428	$ 188,695	$ 57,500	$ 72,745	$ 122,770
		$ 816,515	$ 1,412,062	$ 701,758	$ 786,623	$ 966,792

Goal	Agency Program	2016 $ Awarded	2017 $ Requested	Option 1	Option 2	Option 3	Program Notes and 2017-2018 Recommendations
1	**Andrews House Washington**	N/A	$ 10,000	$ -	$ -	$ -	Andrew's House will be providing Host Homes for young adults 18-24. Bellevue Presbyterian Church families will be hosts and Friends of Youth will provide the professional services. FOY will administer the applications of both families and youth, match youths to families and provide case management. In September 2016 a Pilot with 5-6 families will begin. Assuming success, the program will expand to at least 15 families in 2017. There are other Churches interested in beginning a pilot in 2017. **The Committee does not recommend funding at this time. It does encourage the program to apply the next funding cycle after it has a established itself.**
1	**Attain Housing** Welcome Home Program	$ 23,440	$ 20,000	$ 20,000	$ 20,000	$ 20,000	Through Attain Housing's Welcome Home program, families with children living in East King County receive financial aid to facilitate rapid rehousing or to prevent eviction and homelessness. In addition, families receive case management services to address other immediate basic needs and promote long-term stability. **The Committee recommends funding at the requested level.**
1	**Catholic Community Services of King County** Eastside Winter Shelter for Families with Children	$ 14,113	$ 22,500	$ 15,000	$ 15,000	$ 15,000	The Eastside Winter Shelter for Families provides overnight shelter and an evening meal for up to 50 people experiencing homelessness each night. EWSF is a low-barrier program, with the sole requirement being that household members not behave in a way that endangers themselves or others. In addition to meeting the basic human needs for food and shelter, EWSF helps ensure households are connected with the Coordinated Entry system and provides referrals to community resources and services. **The Committee recommends partial funding of requested increase.**

Attachment A General Funds
Human Services Advisory Committee Funding Recommendations

Goal	Agency Program	2016 $ Awarded	2017 $ Requested	Option 1	Option 2	Option 3	Program Notes and 2017-2018 Recommendations
1	**Catholic Community Services of King County** Emergency Assistance Program	$ 8,900	$ 9,790	$ -	$ -	$ -	The Emergency Assistance program helps families avoid homelessness. The program provides rent and utility assistance and negotiates payment plans with landlords to avoid eviction. Motel vouchers and case management are available to families who are homeless. Case managers work with families attempting to regain stable housing and assist them with move-in costs. All clients receive financial counseling and referrals to resources. In addition, bus tickets, food, and clothing are distributed. **The Committee does not recommend funding at this time.**
1	**Catholic Community Services of King County** New Bethlehem Day Center for Families	N/A	$ 22,500	$ 5,000	$ 10,000	$ 15,000	Starting this October, the New Bethlehem Day Center will be a place for homeless families to come inside and have access to a variety of stability-oriented services. The Center will be open Sunday - Thursday for six hours per day. Shelter referrals, showers, laundry facilities, and meals will help meet basic needs. Computers will be available. Staff will connect guests to a network of community resources and onsite providers that will assist them with regaining housing stability. **The Committee recommends partial funding of requested level.**
1	**Congregations for the Homeless** Day Center	$ 15,000	$ 27,679	$ 54	$ 54	$ 54	The CFH Day Center provides daytime respite, showers, laundry, meals, job development help, phone, internet, on-site mental and medical health, and referral support for homeless men from the Eastside. The Day Center would also have case management that would proactively build trusting relationships with the homeless on the streets in order to connect them to needed resources that put them on the path to self- sufficiency. **The Committee recommends partial funding of requested level. The Day Center for Men is mostly funded ($14,946) utilizing CDBG dollars.**
1	**Congregations for the Homeless** Eastside Winter Shelter for Men	$ 15,000	$ 21,800	$ 54	$ 54	$ 54	CFH provides low barrier shelter for up to 100 men. Services include mats, blankets, showers, laundering of the blankets, bus tickets, site supervision, staff supervision, neighborhood security, coffee and snacks, cleaning kitchen supplies, donated meals, and rent for the facility. In addition, CFH has some case management, and would like to expand to have half time case management provided at the low barrier shelter year round. **The Committee recommends partial funding of requested level. The Eastside Winter Shelter for Men is mostly funded ($14,946) utilizing CDBG dollars.**

Attachment A General Funds
Human Services Advisory Committee Funding Recommendations

Goal	Agency Program	2016 $ Awarded	2017 $ Requested	Option 1	Option 2	Option 3	Program Notes and 2017-2018 Recommendations
1	**Congregations for the Homeless** Housing	$ 5,882	$ 6,058	$ -	$ -	$ -	CFH subsides close to 80 units of housing on the Eastside. CFH manages 9 houses that have an average of 6 men per house. Each house has a house manager who helps create community and maintains order in the homes. CFH also has men in 1 bed room and studio apartments. In addition, each man in housing is connected to a case manager who meets with them regularly in order to help him succeed and further his progress on goals and gaining more self-sufficiency. Men pay 30 percent of their income. **The Committee does not recommend funding at this time.**
1	**Congregations for the Homeless** Outreach	$ 10,235	$ 11,499	$ 10,000	$ 10,235	$ 10,235	The outreach program has 3 primary roles. Outreach responds to the requests to engage with and address needs for those experiencing homelessness from Issaquah, Kirkland, Redmond, and Bellevue. In addition the outreach worker proactively goes to places in each of these cities to find where those experiencing homelessness are, build relationship with them, and help connect them to needed resources. Lastly, the outreach program helps to educate the wider community about homelessness. **The Committee recommends funding at the 2016 level.**
1	**Congregations for the Homeless** Shelter	$ 7,758	$ 7,991	$ 7,991	$ 7,991	$ 7,991	Year-round indoor shelter from 7pm until 7am for 35 men experiencing homelessness. The shelter provides a vibrant healthy community where men can rest, recover, and rejuvenate. Each man is partnered with a case manager who equips and empowers him to achieve goals and find meaning and purpose that lead towards self-sufficiency and on-going stability. Medical, dental, addiction, and mental health support are given, as well as three meals a day, washers, dryers, showers, and haircuts. **The Committee recommends funding at the requested level.**
1	**Eastside Baby Corner** Meeting Basic Needs for Children	$ 11,018	$ 12,210	$ 11,018	$ 11,018	$ 12,210	Eastside Baby Corner's only program is providing basic goods for children, age 12 and under, who are living at or below the poverty level, through human service provider partners. As the only comprehensive collection and distribution hub in our service area, EBC takes in donations from the community; purchases essentials and consumable goods, such as car seats and diapers; and annually distributes about $4.4 million worth of goods. EBC works as a safety net for both the providers and for the families they help. **The Committee recommends funding at the requested level.**

Attachment A General Funds
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Goal	Agency Program	2016 $ Awarded	2017 $ Requested	Option 1	Option 2	Option 3	Program Notes and 2017-2018 Recommendations
1	**Friends of Youth** Homeless Young Adult Housing	$ 27,880	$ 30,000	$ 24,497	$ 27,900	$ 30,000	Friends of Youth is committed to helping every young person move from homelessness to stability. New Ground Kirkland (NGK), Totem Lake (NGTL) and Bothell (NGB) Transitional Living Programs provide supportive housing, case management and specialized mental health services for homeless young adults and young families. NGK and NGB serve ages 18 to 21 for up to 18 months, and NGTL serves young adults 18 to 21 and emancipated youth ages 16 17 for up to 18 months. **The Committee recommends funding at the requested level.**
1	**Friends of Youth** Homeless Youth Outreach and Drop-in Support	N/A	$ 25,000	$ 10,000	$ 12,500	$ 15,000	Friends of Youth is committed to responding to the urgent needs of young people in our community experiencing homelessness with immediate help and support. The Street Outreach team travels throughout east and north King County to connect with youth and young adults at risk of homelessness or experiencing homelessness. The drop-in center provides a full array of services for youth ages 16-22 who are in need of support with access to food, showers, laundry and case management. **The Committee recommends partial funding of requested level.**
1	**Friends of Youth** Shelter for Youth and Young Adults	$ 11,865	$ 15,000	$ 11,860	$ 12,000	$ 15,000	Friends of Youth is the only Youth and Young Adult shelter provider in east King County. The Youth Haven program offers emergency shelter, case management and family reunification services to runaway and homeless youth under 18. The Landing is an overnight emergency shelter for young adults, ages 18-24, providing 20 beds all year and is designed to connect guests to services that will help transition them to safe and stable housing. **The Committee recommends funding at the requested level.**
1	**Hopelink** Emergency Food	$ 34,500	$ 68,000	$ 34,500	$ 34,500	$ 55,101	Hopelink provides food to supplement and nutrition education for self-sufficiency. At all 5 centers, Hopelink food banks offer food from every nutritional group, as well as baby items and personal care products. The food banks also offer home delivery, emergency food bags and a supplemental weekend food bag for school kids. **The Committee recommends partial funding of requested increase.**
1	**Hopelink** Emergency Services Financial Assistance	$ 20,563	$ 30,000	$ 28,000	$ 28,000	$ 30,000	Hopelink's Emergency Financial Assistance Program helps stabilize vulnerable populations experiencing an unexpected financial crisis in order to prevent the risk of homelessness. Emergency aid is provided for eviction prevention, move-in assistance, motel vouchers, utilities help, transportation assistance, medical prescriptions, and other basic needs. **The Committee recommends funding at the requested level.**

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Goal	Agency Program	2016 $ Awarded	2017 $ Requested	Option 1	Option 2	Option 3	Program Notes and 2017-2018 Recommendations
1	**Hopelink** Housing	$ 28,800	$ 45,000	$ 20,000	$ 20,000	$ 30,000	Hopelink has 19 units of Emergency Family Shelter, 71 units of Transitional Housing, and 15 units of Permanent Housing paired with case management. Case Managers use a strengths-based, client centered case management model. Case managers work the family to identify realistic goals to overcome barriers and identify action steps for strategies to achieve permanent housing, with the ultimate goal of achieving the family's highest level of self-sufficiency to make lasting change. **The Committee recommends partial funding of the requested increase.**
1	**Imagine Housing** Francis Village and Velocity	$ 30,450	$ 36,000	$ 25,000	$ 32,000	$ 32,000	Francis Village has 61 units and Velocity has 58 units of affordable housing for families and individuals. These include 57 units set aside for people exiting homelessness. Services are designed to support low-income families and individuals in overcoming barriers to housing stability, accessing local resources, increasing self-sufficiency and improving their quality of life. Services include case management, community building events, trainings, and basic needs supplies. **The Committee recommends partial funding of the requested increase.**
1	**Imagine Housing** Senior Programs	N/A	$ 30,000	$ 15,000	$ 20,000	$ 30,000	Kirkland Plaza has 24 affordable apartments for seniors in Kirkland. Opening in 2017, Athene Apartments will have 91 affordable apartments housing over 100 seniors, including 20 set asides for seniors coming from homelessness. Supportive services will help seniors overcome barriers to stability, access local resources, increase self-sufficiency and improve their quality of life. Services will include case management, resource referrals, community building events, and basic needs supplies. **The Committee requests funding at the requested level.**
1	**Solid Ground** Cooking Matters	N/A	$ 7,500	$ -	$ -	$ -	Solid Ground addresses hunger and malnutrition through the Cooking Matters program which, based on national research, teaches people at risk of food insecurity the food preparation and food budgeting skills they need to make lasting changes to their eating habits. This skills-based approach ensures that participants are able to implement specific, crucial behaviors as they go about their daily lives. For greater access, classes are held at community centers, public housing sites, Food Banks, etc. **The Committee does not recommend funding at this time.**

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Goal	Agency Program	2016 $ Awarded	2017 $ Requested	Option 1	Option 2	Option 3	Program Notes and 2017-2018 Recommendations
1	**Sound Generations** Meals on Wheels	$ 4,728	$ 5,343	$ 5,343	$ 5,343	$ 17,103	Meals on Wheels provides home-delivered meals and liquid supplements to homebound elders in King County. Through partnerships with 23 satellite sites, and a network of over 350 volunteers, we distribute more than 430,000 meals per year to food insecure and hungry seniors. Along with distributing healthy food, delivery drivers are often the first people to notice a decline in the health of clients and are trained to connect them to the array of services accessible through Sound Generations. **The Committee recommends funding at a level that will address the waitlist for Kirkland residents that was communicated after the application was completed.**
1	**The Salvation Army - Eastside** Eastside Corps Social Services	$ 19,050	$ 22,200	$ 5,000	$ 12,000	$ 12,000	The Social Services program meets the needs of low-income and homeless residents on King County's Eastside. It provides emergency financial assistance for rent, mortgages, and utilities to promote housing stability; offers a food pantry and hot meals program to decrease food insecurity; distributes hygiene kits, baby products, and clothing; connects clients to other service providers through information and referral; and helps clients on a path toward self-sufficiency through case management. **The Committee recommends partial funding of the requested level.**
1	**The Sophia Way** Eastside Winter Shelter for Women	$ 14,113	$ 22,500	$ 15,000	$ 15,000	$ 15,000	The Eastside Emergency Winter Shelter (EWS) provides a lifeline for adult women, October-May, who would otherwise be sleeping outdoors or in unsafe living situations. The shelter is staffed every night with two professional staff and provides two meals daily to participants and access to hygiene facilities. Guests are also connected with the Sophia Way Day Center services and given bus tickets. **The Committee recommends partial funding of the requested increase.**
1	**The Sophia Way** Sophia's Place Shelter Program	$ 11,937	$ 12,000	$ 12,000	$ 12,000	$ 12,000	Sophia's Place is a 21-bed programmatic homeless shelter for adult women. Located at St. Luke's Lutheran Church in downtown Bellevue, the program offers shelter, case management and support services provided by staff, volunteers, and partnering agencies. Women receive layered resources and programs that help build their confidence/self-esteem and help them develop life skills thus empowering them as they transition from homelessness to permanent housing. **The Committee recommends funding of the requested level.**

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Goal	Agency Program	2016 $ Awarded	2017 $ Requested	Option 1	Option 2	Option 3	Program Notes and 2017-2018 Recommendations
1	**The Sophia Way** Woman's Day Center	$ 7,958	$ 12,934	$ 12,000	$ 12,000	$ 12,934	The Sophia Way Day Center (DC) offers a safe and stable environment for women to recoup and recover. The Day Center is open Monday through Friday and provide hot meals, bathroom and laundry facilities, computers, phones and internet access. Clients may receive case management as well as access to financial coaching, employment services, and mental and physical health services. The agency extended the closing time from 12:30 pm to 3:00 pm to meet the increasing needs and number of women attending the DC. **The Committee recommends funding of the requested level.**
1	**YWCA of Seattle-King-Snohomish** Family Village Permanent Housing	$ 22,467	$ 23,029	$ -	$ -	$ 5,000	Family Village Redmond has ten units designated for Permanent Supportive Housing for chronically homeless families and ten units designated for homeless families all needing high levels of support. Services will be culturally sensitive, strengths-based, personalized and intensive, designed to equip families with skills and resources needed to achieve long-lasting housing stability. FVR is a safe community within itself offering valuable on-site services and support families need and deserve. **The Committee recommends partial funding of the requested level.**
2	**Alliance for People with disAbilities** Youth Program	$ 4,068	$ -				Alliance for People with disAbilities did not request funding for 2017-2018.
2	**Alpha Supported Living Services** Alpha Supported Living Services	$ 2,000	$ 2,000	$ -	$ -	$ 2,000	Alpha's Community Projects Program creates meaningful, inclusive group activities for people with developmental disabilities in the community in collaboration with people, businesses, and nonprofit organizations that do not traditionally interact with people with developmental disabilities. Alpha's clients and people served by other agencies can join group activities six days a week around North and East King County thanks to partners, staff organization and outreach. **The Committee recommends funding of the requested level.**
2	**Assistance League the Eastside** Operation School Bell	$ 9,000	$ 9,000	$ 8,100	$ 9,000	$ 9,000	Assistance League of the Eastside supports the belief that new school clothing helps increase self-esteem and confidence, contributing to a strong foundation for a child's successful school experience. Each year, through the Operation School Bell® program, volunteers organize local shopping events for 4,000 children in need, selected by school personnel, from the Lake Washington, Bellevue and Northshore School Districts in grades K-12. **The Committee recommends funding of the requested level.**

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Goal	Agency Program	2016 $ Awarded	2017 $ Requested	Option 1	Option 2	Option 3	Program Notes and 2017-2018 Recommendations
2	**Birthday Dreams** Birthday-in-a-Box	N/A	$ 5,000	$ -	$ -	$ -	The Birthday-In-A-Box program is tailored for an individual child and given to the parent(s) or guardian(s) to celebrate with family and friends. The theme is chosen by the child or parent, so that the party experience is personalized. Typical party supplies include: a card for the parent to sign for their child, new toys for gifts, plates, cups, plastic ware, streamers, plastic table cloths, balloons, goody bags and age-appropriate games, hats and party blowers. **The Committee does not recommend funding at this time.**
2	**Catholic Community Services of King County** Volunteer Services	$ 6,000	$ 7,000	$ 6,000	$ 6,000	$ 7,000	Volunteer Services (formerly Volunteer Chore Services) provides volunteer assistance with household chores such as cleaning, laundry, grocery shopping, transportation, yard work, minor home repair, and moving assistance to elders and adults with disabilities to help them remain living independently in their own home. VS focuses on those who live in poverty – 86% of the community members served last year had income at or below 30% of the area median. **The Committee recommends funding of the requested level.**
2	**Center for Human Services** Family Support Centers	$ 6,900	$ 12,000	$ 5,400	$ 6,900	$ 6,900	The Center for Human Services is seeking funding for services provided through our Family Centers (on-site and off-site). We provide many different activities and programs that enrich the lives of residents (ie. information & referral for basic needs, cultural celebrations, emergency food, etc.), Early Learning Programs (Kaleidoscope Play & Learn and Head Start), and Youth Development Programs (Out of School Time Programs) and Parent Classes/Workshops (Positive Discipline parenting classes, Mental Health & Child Safety). **The Committee recommends funding at the 2016 level.**
2	**Chinese Information and Service Center** Cultural Navigator Program	$ 10,800	$ 14,969	$ 10,800	$ 10,800	$ 12,500	The Chinese Information and Service Center and the Eastside Refugee and Immigrant Coalition (ERIC) are jointly applying for cities' investment in the Cultural Navigator Program, which helps immigrants integrate into their new community. CNP provides information, referrals and guidance in the client's language, offering the friendly, human touch people need in a new environment. The CNP has expanded over the past year, and additional funding is requested to support a full-time manager. **The Committee recommends partial funding of the requested increase.**
2	**Crisis Clinic** King County 211	$ 4,839	$ 10,000	$ 4,400	$ 5,000	$ 7,500	King County 211 provides people with information and referrals to services that can help them regain or maintain their financial stability and lead a productive life. 211 does more than just give out a list of agencies; information specialists explain how the social system works and provide information and referrals to the agencies that are relevant to the callers' needs. They coach callers on how to present their situation when they call an agency and problem-solve with them when there are no services available. **The Committee recommends partial funding of the requested increase.**

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Goal	Agency Program	2016 $ Awarded	2017 $ Requested	Option 1	Option 2	Option 3	Program Notes and 2017-2018 Recommendations
2	**Eastside Legal Assistance Program** Legal Services	$ 12,019	$ 20,396	$ 11,000	$ 12,020	$ 17,000	ELAP provides legal services through:1) Advice clinics where clients receive 1/2 hour (or 3/4 hour for Family and Immigration Law) consultations with a volunteer attorney: 2) Two hour consultations for DV survivors with a DV Staff Attorney, and where appropriate, brief services or full representation: 3) Brief or full representation by a volunteer attorney when needed after a clinic appointment; and 4) the Wills Project where volunteer attorneys draft simple wills, physicians directives, etc. **The Committee recommends partial funding of the requested increase.**
2	**Hopelink** Family Development Program	$ 6,250	$ 27,000	$ 5,700	$ 6,250	$ 12,000	Hopelink's Family Development Program is a voluntary case-management program that serves low income families in North and East King County who are homeless or at-risk of homelessness. The Family Development program helps families achieve housing stability and long-term economic self-sufficiency through strength-based case management and client-centered goal development. Through goal setting and barrier removal, families achieve their highest level of self-sufficiency and make lasting change. **The Committee recommends partial funding of the requested increase.**
2	**India Association of Western Washington** IAWW Community	N/A	$ 8,576	$ -	$ -	$ -	The India Association of Western Washington provides a common identity to the Indian community, and facilitates cultural, social and educational services and opportunities for cultural integration from young to old, and fosters activities that enhance mutual understanding and appreciation between the Indo-American community and the mainstream American community. The Youth Program, Community Program and Senior's Program provides the Indian diaspora culturally relevant and meaningful programming that provides the community stability and connectedness, enabling them to navigate the complexities and joys of living in America. **The Committee does not recommend funding at this time.**
2	**King County Bar Foundation** Pro Bono Services	$ 2,500	$ 3,500	$ 2,500	$ 3,500	$ 3,500	Pro Bono Services utilizes the volunteer services of over 1,300 attorneys, paralegals, and community members to provide free legal services to low income clients. Funding is requested for two of six agency programs, Housing Justice Project (HJP) and Neighborhood Legal Clinics (NLC). Tenants facing eviction are represented by HJP volunteers. 35 NLC locations help individuals resolve legal problems affecting basic needs - clients are given advice and guidance and may be referred to other Pro Bono Services programs. **The Committee recommends funding at the requested level.**

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Goal	Agency Program	2016 $ Awarded	2017 $ Requested	Option 1	Option 2	Option 3	Program Notes and 2017-2018 Recommendations
2	**Lake Washington Schools Foundation** LINKS Mentoring	$ 8,500	$ 17,000	$ 7,000	$ 8,500	$ 10,000	LINKS (Looking into the Needs of Kids and Schools) is the all-district volunteer program for the Lake Washington School District (LWSD). LINKS matches K-12 students in the district with caring adult volunteers who offer academic and emotional support. LINKS currently provides individual attention to students in 33 LWSD schools who are struggling to pass classes, understand concepts and curriculum, improve test taking strategies, or learn classroom expectations and social skills. **The Committee recommends partial funding of the requested increase.**
2	**Lake Washington Schools Foundation** LWSD Makerspace	N/A	$ 10,000	$ -	$ -	$ -	The Lake Washington School District supports 25 schools in the city of Kirkland. Providing a rigorous STEM curriculum which increases STEM literacy for all students is a goal of the district, including expanding the number of students who pursue degrees and careers in the STEM fields. LWSD MakerSpace is an after school summer program designed to provide STEM enrichment and exposure for low income students in Kirkland, and close the opportunity gap for these students. **The Committee does not recommend funding at this time.**
2	**Youth Eastside Services** Community-based Outreach Services	$ 29,300	$ 30,882	$ 28,300	$ 29,300	$ 30,882	YES' Community-based Outreach Services program provides free of charge, social services for children and youth at the Bellevue Boys & Girls Club locations at The Club Teen Center/TXL Teen Center, and who reside in the Spiritwood Manor and Eastside Terrace housing complexes; at the Kirkland Teen Union Building (KTUB); and at the Redmond Firehouse Teen Center. Services include outreach to at-risk children/youth; information and referral; and drop-in counseling services. **The Committee recommends funding at the requested level.**
2	**Youth Eastside Services** Family Net	$ 23,504	$ 25,922	$ 24,000	$ 25,922	$ 25,922	YES' Family Net program provides comprehensive, free-of-charge social services for children/ families on-site at Redmond Elementary School in Redmond, and at Rose Hill Elementary and John Muir Elementary Schools in Kirkland. We are also seeking additional funding to expand services to Einstein Elementary School in Redmond, per the request of the City of Redmond and supported by LWSD. Family Net helps solve serious problems at school, home, or community by supporting parents and children. **The Committee recommends funding at the requested level.**

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Goal	Agency Program	2016 $ Awarded	2017 $ Requested	Option 1	Option 2	Option 3	Program Notes and 2017-2018 Recommendations
2	**Youth Eastside Services** Healthy Start	$ 16,000	$ 38,583	$ 13,000	$ 16,000	$ 20,000	YES' Healthy Start program is a continuance of critical work focused on young children, ages 0-5, in which staff provide early childhood intervention aimed at restructuring the relationship to empower the parent to support the child's healthy development. This program serves clients at both the agency and in the home following two specific highly impactful evidence-based practice models. The program additionally helps to broker the basic social services needs of families. **The Committee recommends partial funding of the requested increase.**
2	**Youth Eastside Services** Success Mentoring	$ 5,000	$ 11,966	$ 5,000	$ 5,000	$ 5,000	YES' Success Mentoring program provides supportive, community-based mentoring to help at-risk children and youth maximize their social competencies; specifically, to reach their full potential in social functioning, stay in school, increase their academic motivation/achievement, and decrease or resist risky behavior. The program targets children and youth whose social, emotional, and/or behavioral issues are such that they would not be admitted into other more traditional mentoring programs. **The Committee recommends funding at the 2016 level.**
3	**Consejo Counseling and Referral Service** Domestic Violence Survivor Advocacy Program	$ 10,800	$ 10,500	$ 9,000	$ 10,500	$ 10,500	Consejo's Domestic Violence Advocacy Program provides outreach & engagement, information & referral services, advocacy-based counseling, safety planning, legal advocacy and support groups for Latina survivors of domestic violence. Services are designed to understand the complex needs of survivors, many of whom are Spanish-speaking immigrants/refugees. Consejo's services build on clients' cultural beliefs, values, and traditions to help them transition from crisis to self-sufficiency. **The Committee recommends funding at the requested level.**
3	**Crisis Clinic** Teen Link	$ 5,406	$ 5,500	$ 5,000	$ 5,000	$ 5,500	Teen Link operates a confidential and anonymous help line answered by teens for teens. Trained teen volunteer phone workers take both phone calls and chats from teens in distress. Teen Link also conducts suicide prevention training to youth in schools and in youth organizations. Teen Link empowers youth to make healthy, self-respecting decisions about their lives, supporting their development as fully actualized and productive adults. **The Committee recommends funding at the requested level.**

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Goal	Agency Program	2016 $ Awarded	2017 $ Requested	Option 1	Option 2	Option 3	Program Notes and 2017-2018 Recommendations
3	**Domestic Abuse Women's Network (DAWN)** Community Advocacy Program (CAP)	N/A	$ 1,000	$ -	$ -	$ -	DAWN's Community Advocacy Program (CAP) offers holistic wrap-around culturally responsive support with the goal of helping to remove barriers so that survivors and their families can recover from the impacts of experiencing domestic violence. CAP provides ongoing client assistance (including navigating housing, CPS, educational and family law systems), support groups (in English and Spanish), legal, immigrant and CSO support, mental health, and the Children's Domestic Violence Response Team. **The Committee does not recommend funding at this time.**
3	**Harborview Center** Sexual Assault and Traumatic Stress Services	$ 9,361	$ 9,750	$ 9,000	$ 9,300	$ 9,750	HCSATS provides services and support for children, teens and adults who have experienced sexual assault or other traumatic events. Therapy includes: Cognitive Processing Therapy (CPT); Prolonged Exposure (PE); Common Elements Treatment Approach (CETA) for adults and Trauma Focused Cognitive Behavior Therapy (TF-CBT) for children. **The Committee recommends funding at the requested level.**
3	**King County Sexual Assault Resource Center** Comprehensive Sexual Assault Services	$ 19,884	$ 20,679	$ 18,000	$ 19,000	$ 20,000	English & Spanish sexual violence advocacy services for child, youth, & adult victims and families. Legal advocates help navigate the legal and criminal justice systems to hold offenders accountable. Case management & advocacy connects victims to services; intensive parent & caregiver psycho-education helps parents, plus 24-hour crisis intervention & referrals by trained counselors. City funding supports these advocacy services. KCSARC provides therapy & prevention not included in this proposal. **The Committee recommends partial funding of the requested increase.**
3	**Lifewire** Community Advocacy Program	$ 48,542	$ 90,387	$ 45,000	$ 48,000	$ 50,000	The Community Advocacy Program (CAP) provides a variety of direct and supportive services to assist domestic violence (DV) survivors and their children. CAP advocates also invest in prevention work with youth and the community. CAP services for DV survivors include a 24-hour helpline, advocacy, support groups, legal advocacy, assistance in accessing community resources, advocacy with landlords, and support for children. **The Committee recommends partial funding of the requested increase.**
3	**Lifewire** My Sister's Home	$ 7,698	$ 37,830	$ 10,000	$ 14,500	$ 15,000	MSH is confidential emergency shelter for survivors of domestic violence who are fleeing a violent relationship. Emergency shelter is provided in East King County. Survivors (and their children) are situated in shelter and provided basic needs such as food, clothing, transportation, etc.- whatever is needed as they temporarily live in the shelter. The program also offers advocacy services, legal assistance, mental health counseling, services for children, and support in finding permanent housing. **The Committee recommends partial funding of the requested increase.**

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Goal	Agency Program	2016 $ Awarded	2017 $ Requested	Option 1	Option 2	Option 3	Program Notes and 2017-2018 Recommendations
4	**Bridge Disability Ministries** The Guardianship Program	$ 1,000	$ 12,500	$ -	$ -	$ 5,000	The Bridge Guardianship Program is staffed by Certified Professional Guardians (CPG) who provide guardianship and case management services for 51 adults with developmental, and often physical, disabilities. These services include oversight and advocacy on financial matters, legal issues, activities of daily living, and medical care. They ensure clients have multiple opportunities to be included in social activities and are able to form relationships to alleviate their isolation. **The Committee recommends partial funding of the requested increase.**
4	**Bridge Disability Ministries** Mobility	$ 4,000	$ 8,000	$ 4,000	$ 5,000	$ 5,000	Bridge accepts donations of used durable medical equipment, such as manual and electric wheelchairs, commodes, bath chairs, lift swings, hospital beds, and walkers. Volunteers clean and repair the equipment, install new batteries if needed, and distribute it to people in need regardless of their ability to pay. Because this equipment is not deposited in landfills, the program also has a positive environmental impact on our communities as well. **The Committee recommends partial funding of the requested increase.**
4	**Center for Human Services** Clinical Programs--Behavioral Health Programs	$ 4,000	$ 8,000	$ -	$ 3,000	$ 5,000	The Center for Human Services's Behavioral Health Programs include a Mental Health program (serving ages 0 and up) and Substance Abuse Treatment services for youth and adults. Funding is being requested for counseling services (in-person therapeutic sessions and case management) and a variety of other services called "Youth Services", such as educational presentations, prevention services, intervention services, outreach/engagement, and Wraparound services. **The Committee recommends partial funding of the requested increase.**
4	**Crisis Clinic** 24-Hour Crisis Line	$ 5,000	$ 7,500	$ 5,000	$ 5,000	$ 7,500	The 24-Hour Crisis Line provides a free and confidential telephone crisis intervention and support service to anyone in emotional crisis or needing help in King County. Volunteers provide empathetic listening and supportive problem-solving, helping callers to see their problems as manageable, and provide referrals to a wide range of community services. Staff provides mental health consultation to other professionals and makes linkages to emergency mental health services. **The Committee recommends funding at the requested level.**

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Goal	Agency Program	2016 $ Awarded	2017 $ Requested	Option 1	Option 2	Option 3	Program Notes and 2017-2018 Recommendations
4	**Eastern European Counseling Center (EECC)** Immigrant Integration Project	$ 3,370	$ 9,548	$ -	$ 3,000	$ 5,000	The Immigrant Integration Project helps clients adjust to their new life in the U.S., and recover from posttraumatic stress through culturally sensitive behavioral health services. The project offers mental health and problem-gambling treatment, communication and parenting skills training, support groups, case management, and referrals. Special attention is given to clients' ethnic, cultural, and religious orientation in order to accelerate their successful integration into American society. **The Committee recommends partial funding of the requested increase.**
4	**Elder and Adult Day Services** Elder and Adult Day Services	$ 7,777	$ 19,151	$ 7,500	$ 8,950	$ 10,000	Services include: 1. Adult day health services—nursing and occupational therapies for persons needing active medical management of acute and chronic conditions. 2. Adult day care services—social and behavioral therapies for people needing 24-hour supervision, assistance with activities of daily living, life skill training and/or support with addressing isolating behaviors. 3. Community access and integration services for people seeking community engagement. 4. Respite care and training support for family caregivers. **The Committee recommends partial funding of the requested increase.**
4	**HealthPoint** Primary Dental Care	$ 16,000	$ 16,000	$ 16,000	$ 16,000	$ 16,000	Dental care teams deliver comprehensive oral health services that include diagnostic, preventive, and restorative services, urgent and emergency care, and adult and pediatric oral surgery. Value-added services offered during the dental visit include oral health screenings and education, pharmacy, referral coordination, interpretation, outreach, insurance enrollment assistance and case management. **The Committee recommends funding at the requested level.**
4	**HealthPoint** Primary Medical Care	$ 15,941	$ 15,941	$ 15,941	$ 15,941	$ 15,941	Primary care providers and their care teams provide medical care for preventive, urgent, acute and chronic health conditions. Value-added services for patients include health screenings and education, group sessions and workshops that promote health and wellness, behavioral health services, complementary and alternative medicine, acupuncture for pain management, pharmacy, referral coordination, interpretation, insurance enrollment assistance, and case management. **The Committee recommends funding at the requested level.**
4	**HERO House** HERO House	$ 5,500	$ 11,000	$ 5,000	$ 5,500	$ 7,000	HERO House is a place where people with serious mental illness, who are known as "members", participate in their own recovery process by working and socializing together in a safe, welcoming environment. The Club operates on proven standards, coordinated by Clubhouse International, which have proven effective in over 400 clubhouses worldwide since 1989. Through a community-based approach that complements available psychiatric treatment, HERO House is restoring self-resiliency and hope. **The Committee recommends partial funding of the requested increase.**

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Goal	Agency Program	2016 $ Awarded	2017 $ Requested	Option 1	Option 2	Option 3	Program Notes and 2017-2018 Recommendations
4	**International Community Health Services (ICHA)** Dental	N/A	$ 15,000	$ -	$ 4,000	$ 7,000	ICHS' Dental Clinics increase access to affordable, culturally and linguistically appropriate dental care and related services for low-income, uninsured or underinsured King County residents, particularly those who are limited English proficient immigrants and/or refugees. Funds support the cost of staff time to provide: 1) diagnostic, preventive, and restorative dental services, 2) linkages to other health and human services, 3) oral health education, and 4) enabling services. **The Committee recommends partial funding of the requested level.**
4	**NAMI Eastside** Education, Support, Advocacy	$ 7,110	$ 8,000	$ 7,000	$ 7,000	$ 8,000	NAMI Eastside support programs are delivered through many free activities. We offer 11 support groups each month. At least four Family-to-Family classes are offered each year for those providing care to their loved ones. Two peer led classes are offered to individuals with a diagnosis each year. Monthly presentations on various topics are available to support the community. Our resource and referral information is available to all those who need it. **The Committee recommends funding at the requested level.**
4	**Northshore Senior Center** Northshore Adult Day Health	$ 10,200	$ 10,200	$ 10,000	$ 10,000	$ 10,200	Participants in the adult day program experiencing physical, mental or social problems receive case management, professional, skilled services from a Registered Nurse, Licensed Practical Nurse, Occupational Therapist and therapeutic activities in a safe environment while offering their families/ caregivers support. Inclusion & Rec programming offers recreation, socialization, advocacy & support for individuals of all ages with developmental disabilities including their families and caregivers. **The Committee recommends funding at the requested level.**
4	**Old Friends Club** Adult Day Program	N/A	$ 12,375	$ -	$ -	$ -	Old Friends Club is a small-group environment where people with dementia or other cognitive impairments participate in guided conversation, games, art, music, exercise and other activities. The activity and interaction help people remain living in their own home longer and address social and cognitive needs that other care options often don't. Club "members" move from isolation to engagement. Their family caregivers gain respite and ongoing support, education and access to caregiving resources. **The Committee does not recommend funding at this time. It does encourage the program to apply the next funding cycle after it has a established itself.**

Attachment A General Funds
Human Services Advisory Committee Funding Recommendations

Goal	Agency Program	2016 $ Awarded	2017 $ Requested	Option 1	Option 2	Option 3	Program Notes and 2017-2018 Recommendations
4	**Sound Generations** Volunteer Transportation	$ 5,900	$ 7,222	$ 5,900	$ 6,000	$ 7,222	Sound Generations' Volunteer Transportation Program meets the mobility needs of King County seniors by providing a personalized, free, door-to-door transportation service. Over 400 volunteer drivers use their own vehicles to transport seniors to medical and other essential appointments, providing a vital link to community services for people who otherwise might remain home-bound and isolated. The volunteers provide more than a ride to the doctor; they empower seniors to age in place. **The Committee recommends funding at the requested level.**
4	**Sound Mental Health** Children's Community Services	$ 3,500	$ 8,500	$ 3,500	$ 3,500	$ 5,000	Children's Community Services provide school and community based behavioral health services for children, youth and families with behavioral health; mental health and/or substance use issues. Providing community/school based services creatively engages hard to serve children/youth with complex behavioral health needs. Funding provides services for unfunded family care coordination activities not covered by health plans, teacher consultation, and uncompensated costs associated with community based care. **The Committee recommends partial funding of the requested increase.**
4	**Sound Mental Health** Low Income Counseling	$ 8,980	$ 10,000	$ 8,900	$ 8,900	$ 10,000	Low Income Counseling (LIC) program provides comprehensive assessment, counseling/treatment, care coordination and access to psychiatric services/medication for low income children, individuals and families; with complex behavioral health concerns; who do not have funding; and/or have funding that does not cover complex needs, ie. outreach, case management, phone support, and crisis services. LIC provides culturally appropriate, individualized treatment, and comprehensive care coordination. **The Committee recommends funding at the requested level.**
4	**Therapeutic Health Services** Drug & Alcohol Treatment	$ 16,523	$ 17,349	$ 10,000	$ 13,000	$ 16,523	Therapeutic Health Services provides intensive outpatient and outpatient substance abuse treatment, Medication Assisted Treatment (methadone and buprenorphine), counseling and case management services. This includes individual, group and family counseling sessions and relapse prevention treatment. Evidence based practices are used by staff comprised of licensed chemical dependency and mental health professionals, case managers, vocational rehabilitation specialists, nurses, ARNPs, physicians and psychiatrists. **The Committee recommends funding at the 2016 level.**
4	**Washington Poison Center** Emergency Services	$ 3,500	$ 7,308	$ -	$ -	$ -	The Washington Poison Center (WAPC) is applying for funds to help cover the cost of providing emergency treatment advice and poison prevention education in King County. Our services are available free of charge, 24/7 to the public and emergency healthcare professionals. **The Committee does not recommend funding at this time.**

Attachment A General Funds
Human Services Advisory Committee Funding Recommendations

Goal	Agency Program	2016 $ Awarded	2017 $ Requested	Option 1	Option 2	Option 3	Program Notes and 2017-2018 Recommendations
4	**Youth Eastside Services** Early Intervention	$ 31,758	$ 33,800	$ 31,000	$ 31,000	$ 32,000	Early Intervention for At-Risk Children and Youth is a comprehensive behavioral healthcare program that improves the mental health functioning of children and youth, from ages six to 22, by providing increased community access to mental health counseling, substance abuse treatment, co-occurring disorders treatment (for those experiencing mental illness and substance abuse conjointly), and related social services. **The Committee recommends partial funding of the requested increase.**
5	**Apprentice & Non-traditional Employment for Women**	N/A	$ 7,500	$ -	$ -	$ -	ANEW's services includes two tracks; the Trades Rotation Program (TRP) and the Career Connection Program (CCP). The TRP is a 12-week pre-apprenticeship training program, employment placement, and retention service for women in manufacturing and construction trades. The Career Connection Program offers wrap-around employment services for men and women, focusing on women, immigrant populations, and people of color to reduce barriers for job placement and retention. **The Committee does not recommend funding at this time.**
5	**AtWork!** Community Liaison	$ 1,355	$ 1,500	$ -	$ -	$ 1,500	The primary activity for the Community Liaison (CL) Team is job development. This includes educating community businesses on the benefits of hiring people with disabilities as employees, recruiting new employers, working with employers to identify customized jobs within their business that would match with a job seeker's skills, and collaborating with internal and external teams for job development. **The Committee recommends funding at the requested level.**
5	**Child Care Resources** Consumer Education and Provider Quality Improvement	$ 8,552	$ 9,133	$ 8,500	$ 8,500	$ 9,133	Child Care Resources assists families in meeting their child care needs by referring them to child care providers, community resources, and education about quality child care. CCR also provides customized, culturally relevant and inclusive technical assistance and trainings to child care providers and community members to strengthen delivery of child care and child-development best practices. **The Committee recommends funding at the requested level.**
5	**Hopelink** Adult Education	$ 13,950	$ 30,000	$ 11,000	$ 13,000	$ 13,000	Hopelink Adult Education provides basic skills training to residents of north and east King County— those 16 years and older in THE GED preparation classes and 18 years and older in English for Work, work-contextualized ESL classes, and new Work Ready classes. Programs focus on improving students' basic literacy skills, computer skills, and soft skills, such as teamwork, so that students can successfully transition to postsecondary education and/or living wage employment. **The Committee recommends partial funding of the requested level.**

Attachment A General Funds
Human Services Advisory Committee Funding Recommendations

Goal	Agency Program	2016 $ Awarded	2017 $ Requested	Option 1	Option 2	Option 3	Program Notes and 2017-2018 Recommendations
5	**Hopelink** Employment Program	$ 10,000	$ 37,000	$ 8,000	$ 10,000	$ 10,000	Hopelink's Employment Program provides participants with tools, resources, and skills to proactively manage their career plan and move towards economic self-sufficiency. Participants work with an Employment Specialist to receive individualized support in completing the steps needed to obtain their next job. The program also cultivates relationships with local businesses in north and east King County region to connect qualified candidates to their hiring needs. **The Committee recommends funding at the 2016 level.**
5	**IKRON** Integrated Employment Services	N/A	$ 24,000	$ -	$ -	$ 10,000	IKRON's Integrated Employment Services incorporate work readiness activities, job placement and job retention into other support services such as medication monitoring, individual and group counseling, case management, peer support, and substance use services. Blending all services in one location, along with providing care within a multidisciplinary team of professionals, contributes to an increase in positive outcomes in areas of employment, housing stability, and mental health. **The Committee recommends partial funding of the requested level.**
5	**Jewish Family Service** Refugee and Immigrant Service Centers (RISC)	$ 15,000	$ 15,000	$ 12,000	$ 15,000	$ 15,000	Jewish Family Service Refugee & Immigrant Service Centers are located in South and East King County. The Centers provide a powerful and comprehensive array of essential services to the refugee and immigrant communities, including resettlement, cultural orientation, information and referrals, social services (including housing stability), language support, pre-employment services and training, job placement and retention, English as a Second Language classes, citizenship, and naturalization preparation. **The Committee recommends partial funding of the requested level.**
5	**Kindering** Early Care and Education Consultation	$ 7,928	$ 8,245	$ 8,000	$ 8,245	$ 8,245	Kindering's Early Care and Education Consultation (ECEC) program focuses on early identification of developmental disabilities/delays and behavioral challenges by providing consultation and training to child care programs throughout King County. The program directly benefits the hundreds of young children throughout east King County who are in the regular care of these providers during crucial years of early development. **The Committee recommends funding at the requested level.**
5	**OneAmerica** English Innovations	N/A	$ 30,000	$ -	$ -	$ 30,000	English Innovations (EI) is an educational model integrating English language acquisition, digital literacy, and community building. A social learning focus includes contextualized curriculum, volunteer mentors, and transitional support to facilitate the civic, linguistic and economic integration of adult immigrants into U.S. society. EI is a springboard for students to advance towards their long-term goals. Funding is requested for program implementation in east and south King County. **The Committee recommends funding at the requested level.**

Attachment A General Funds
Human Services Advisory Committee Funding Recommendations

Goal	Agency Program	2016 $ Awarded	2017 $ Requested	Option 1	Option 2	Option 3	Program Notes and 2017-2018 Recommendations
5	**PROVAIL** Employment	N/A	$ 9,892	$ -	$ 5,000	$ 9,892	PROVAIL is requesting funding to provide job coaching for youth with disabilities. Funds from each city will directly fund Employment Service hours to individuals with disabilities who live, and often go on to work, in that specific city. The Transition Program ensures that youth with disabilities are connected to right-fit jobs that enable them to be more economically self-sufficient while meeting the needs of local employers in the community and contributing to inclusive work environments. **The Committee recommends funding at the requested level.**
5	**YWCA of Seattle-King-Snohomish** Eastside Employment Services	$ 15,643	$ 16,425	$ 10,000	$ 13,000	$ 16,000	The YWCA's Eastside Employment Services matches Bellevue and Kirkland funds with DSHS Basic Food Employment & Training (BFET) funds to connect food stamp recipients in Bellevue and Kirkland to career counseling and job placement services, and in-demand vocational training at area colleges to improve economic opportunity and reduce reliance on public assistance. Primary activities are: employment-focused case management, job readiness and vocational training, job placement, and job retention. **The Committee recommends partial funding of the requested increase.**

CITY OF KIRKLAND
Planning and Building Department
123 Fifth Avenue, Kirkland, WA 98033 425.587.3600
www.kirklandwa.gov

MEMORANDUM

Date: September 28, 2016

To: Kurt Triplett, City Manager

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

Subject: Planning Commission Recommendation to Adopt Amendments to the Kirkland Zoning Code, Content Neutral Sign Regulations – Chapters 5 and 100, File CAM16-00954

RECOMMENDATION

1. Adopt enclosed Ordinance 4532, consistent with the recommendation of the Planning Commission for amendments to the Zoning Code to continue content-neutrality in the regulation of signs (Phase 1).

2. Discuss and provide direction to staff regarding issues to be included in the scope for a subsequent, broader study of Kirkland's sign regulations (Phase 2).

BACKGROUND DISCUSSION

Content neutral regulations: Phase I

The findings of recent court decisions, including Reed v. Town of Gilbert, 135 S. Ct. 2218 (2015), make it prudent for local governments to review their sign regulations, and revise them where necessary to ensure they remain content-neutral. For example, while a jurisdiction may regulate the materials (wood, cardboard, etc.), type, location, duration or dimensions of a sign, it may not regulate the message to be displayed on the sign.

Kirkland must complete amendments to its sign code to ensure compliance with these court decisions by October 31, 2016. This deadline was established by the Washington Cities Insurance Authority (WCIA) as part of an audit.

The proposed amendments were the subject of discussions at the Planning Commission study session on August 11, and at the meeting of the Houghton Community Council on August 22, 2016. A joint public hearing with both bodies was held on September 8, 2016, and the recommendation of the Planning Commission for approval of the "Phase I" amendments is included as Exhibit A.

At the Council's October 4, 2016, meeting, Chair Eric Laliberte will present an overview of the Planning Commission's recommendation on the code amendments.

Phase II – Policy and general changes to sign regulations

Earlier this year, the City Council indicated interest in looking at the City's sign regulations more broadly through a subsequent study and following the Phase I amendments necessary to ensure content neutrality. As the Council has not yet identified priorities or the types of changes they may wish to consider, staff suggests that the Council discuss the issues that might be included within the scope of the next phase of study at its meeting on October 4, 2016. Attachment 1 to this memorandum contains a preliminary list of possible policy questions that staff, the Planning Commission and the Houghton Community Council have identified during the current review of the standards in Chapter 100 (Signs) of the Kirkland Zoning Code. The comment letters attached to the Planning Commission's recommendation (Exhibit A) may identify additional issues that the Council would like to include in the study scope. Additional revisions necessary for clarification or "clean up" of the regulations may also be included in the second phase of study. Based on Council discussion and direction, staff will prepare a scope of work for Phase 2 along with the proposed timeframe in relation to other tasks noted on the Planning Work Program.

Staff expects that public involvement will be a key part of the next phase of study. For example, the issue of how the City should regulate portable "A frame" signs is often raised by citizens. This sign type is also valued by many businesses, particularly those related to real estate. However, A frame signs can create clutter, impede pedestrian traffic and be unsightly. Since the issues surrounding this type of sign are of interest to a wide range of people in Kirkland, this phase would provide opportunities for discussions about business needs versus community concerns and objectives.

SEPA COMPLIANCE

An addendum to the City of Kirkland 2015 Comprehensive Plan Update – Draft and Final Environmental Impact Statement was issued for the proposed amendments on August 24, 2016.

PUBLIC PROCESS

Staff provided a briefing on the proposed amendments to the Kirkland Alliance of Neighborhoods in June, 2016. The proposed amendments were discussed at study sessions of the Planning Commission and Houghton Community Council in August, and a joint public hearing was held on September 8, 2016. Pursuant to KZC 160.40, notice of the hearing was published in the official City newspaper, posted on official notice boards and posted on the City website. Notice to neighborhood associations was also provided via email.

Attachments

1. Phase II – Preliminary Policy and General Issues for Study

Exhibit:

A. Planning Commission recommendation, dated September 8, 2016

cc: CAM16-00954
Planning Commission
Houghton Community Council

Attachment 1

Phase II
Zoning Code Amendments to Chapter 100 (Signs)
Preliminary Potential Policy Issues for Consideration

- **100.15 Scope and Exclusions:**
  Paragraph 1 - Directional signs: Should the exempted size be limited to less than the current 4 sq. ft.)?
  Paragraph 5, historic plaques, and paragraph 10, signs integral to facades showing construction date are similar and should be reviewed (PC, 8/11).

- **100.30 Sign Type**:
  - Delete allowances for "pole" signs since poles signs are no longer allowed?
  - 100.30.1: Clarify what constitutes an "electrical sign." Have recent technological changes affected this? (PC, 8/11)
  - Plate 13: Consider greater flexibility to monument sign standards.

- **100.35 Number of Signs:** Should more than one pedestal or monument sign be allowed per abutting ROW on sites with longer frontages?

- **100.45 Sign Area Chart:** Current regulations limit sign area on sites with long ROW frontages. Should the sign area formula be adjusted to reduce the penalty for long frontages?

- **100.52 CBD, JBD and YBD Certain Signs Prohibited:** "Cabinet signs" are prohibited in three zones. Should they also be prohibited in other districts?

- **100.65 Sign Height and Dimensions:** Wall signs are not allowed to project above a roof. Should this limitation be more or less restrictive? Monument signs are limited to a height of 12 feet. Is this still appropriate?

- **100.70 Special Regulations Regarding Pole Signs:** Eliminate pole sign regulations since they are no longer allowed.

- **100.80 Master Sign Plan:** Master sign plans allow businesses to deviate from basic sign regulations if a superior sign package is approved. Are there adjustments to basic sign regulations that would allow more businesses to avoid having to apply for a MSP?

- **100.85 Prohibited Devices:**
  - Are the items listed as prohibited devices still appropriate?
    - Is the reference to "barber poles" in 100.85.1.f still appropriate (PC (11)?
    - Should portable signs, now prohibited by 100.85.i, be allowed and regulated?
    - Should 100.85.2.d, allowing an exemption for "Thematic flags, banners or pennants that are complementary to and normally associated with the character of a specific location" be revised?

- **100.110 Illumination Limitations on Electrical Signs:** Are references to and measurements cited for "electrical" signs and "incandescent lamps" (subsections 1 and

2) still appropriate? (PC 8/11)

- **100.112.10** (new section for directional signs)**:** Should regulations for "Off-site-directional" signs be deleted given requirements for content neutrality?

- **100.115.30 Signs Displayed Prior to, During, or After Elections:** Should signs be allowed for a longer period prior to elections? (HCC 8/22 and comment from WCIA) How should we handle "political" signs displaying a message not tied to elections? One alternative is to allow temporary signs associated with a residence or in residential zones and establish performance standards (size, location, number, duration).

- **Miscellaneous:** How should signs on telephone poles, kiosks, etc. be regulated? (HCC 8/22)

- **Language to address signs along the state highway system** (WSDOT comments)

Exhibit A

CITY OF KIRKLAND
Planning and Building Department
123 Fifth Avenue, Kirkland, WA 98033 425.587.3600
www.kirklandwa.gov

MEMORANDUM

Date: **September 8, 2016**

To: **Kirkland City Council**

From: **Eric Laliberte, Chair, Kirkland Planning Commission**

Subject: **Planning Commission Recommendation to Adopt Zoning Code Amendments – Content Neutral Sign Regulations, File CAM16-00954**

INTRODUCTION

We are pleased to submit the recommended amendments to the Kirkland Zoning Code for consideration by the City Council.

The proposed amendments are discussed below.

BACKGROUND

The Planning Commission (PC) and Houghton Community Council (HCC) held study sessions in August to provide direction to staff on draft amendments that remove content-based language in the Definitions and Signs chapters of the Zoning Code. Those meeting packets can be viewed at the following links: PC Study Materials and HCC Study Materials.

The PC and HCC also held a joint public hearing on September 8, 2016. Both bodies voted to recommend approval of the proposed amendments. The materials prepared for the public hearing can be viewed here.

We received several written comments (Attachment 1). The comments are generally related to broader issues related to sign regulations, rather than the limited issue of content neutrality. We suggest that the issues raised in these comments be included within the scope of a subsequent phase of study of the City's sign regulations. We also considered the comments and concerns of the Houghton Community Council. The HCC passed a motion to support the proposed amendments.

The proposed amendments would eliminate several definitions of sign types contained in Chapter 5 of the Zoning Code that are based on content. Proposed amendments to the Signs chapter of the Zoning Code (Chapter 100) include revisions to the "Purpose" section of the chapter and other changes necessary to achieve content-neutrality in the regulations. A summary of proposed changes to each section is provided in the memo included in the PC Study Materials. The recommended amendments are shown in Attachment 2 to this memo.

Decisional Criteria

The decisional criteria found in KZC Section 135.25 were considered when making this recommendation, and can be viewed by following this link to the September 8th public hearing staff memorandum.

Attachment

1. Correspondence
2. Proposed amendments to the KZC, Chapter 5 and Chapter 100

cc: CAM16-00954

Dorian Collins

From: Eric Shields
Sent: Monday, June 20, 2016 2:30 PM
To: 'Karen Story'
Cc: Dorian Collins
Subject: RE: Sign Ordinance comments

Follow Up Flag: Flag for follow up
Flag Status: Flagged

Thanks Karen. I'll keep these comments handy for when we start the amendment process. Regarding the following comment you made to the lead paragraph to section 100.115: "The existing section specifies the quantity, size, location, and duration. Will that information still be part of this section?" the draft regulations in the subsequent paragraphs do continue to specify the quantity, size, location and duration pretty much the same as in the existing regulations.

Eric

From: Karen Story [mailto:karen@nwnative.us]
Sent: Sunday, June 19, 2016 8:07 PM
To: Eric Shields <EShields@kirklandwa.gov>
Subject: Sign Ordinance comments

Hi Eric,
I really appreciate the opportunity to give feedback on the draft content neutrality document. I've attached the document with just a few comments, extracted here:

- *The above new exclusions are partially based on content. If this is a problem, we could simply exclude informational signs (or perhaps all signs) less than two sq. ft. I hope we don't have to exclude all signs less than two feet, as this could lead to a proliferation of small signs.*
- *Temporary signs are those intended and designed to be displayed for a limited period of time. They must be made of cloth, paper, cardboard or similar lightweight material and must be installed to be easily removed. They may not be lighted. The existing section specifies the quantity, size, location, and duration. Will that information still be part of this section?*
- *Signs for Properties for Sale or Rent: (Replaces "real estate" signs.)*
  b. Other uses: 32 square feet per sign face; I've noticed that many properties on corners have two signs this size, connected in a L shape to face each right of way. Is this allowed?
  Off-site signs: In addition to the provisions above, during any time when a property is open for public viewing, additional off site signs may be displayed subject to the following:
  What about in-ground real estate signs?
- *Signs for Properties with Active Construction: (Replaces "construction" signs.)*
  2. Maximum sign area: 32 square feet per sign face; Should the maximum area be less in residential zones? I think the maximum area should be less in residential areas.

- *Signs Displayed Prior to, During and After Elections (Replaces "political" signs.)*
  1. Maximum number: No limit; Would it be reasonable to limit to one per block? It can get pretty out of control.
- *Recommend also considering whether portable signs, e.g. sandwich boards or staked signs, should be allowed. May be best to do that as part of more extensive sign code review. I do not think they should be*

allowed, otherwise we'll have the same sign clutter situation we have now.

The city of Scottsdale is one of the most aesthetically pleasant I have ever visited. A big reason for this is the lack of sign clutter. Below is a link to their sign regulations. Note these important bits:

- Real estate signs are only allowed on streets that *abut* the property for sale or lease. (Open house A-boards are allowed during an open house, but may not be placed on sidewalks.)
- The following signs are not allowed:
  - All A-frames or sandwich boards (except open house)
  - Temporary signs, including wire H-frame signs stuck into the ground, and signs attached to fences and poles
- They have a volunteer sign removal program.
- They allow strip mall businesses to install permanent, permitted signs next to entrances that help direct clients to those businesses that are set back off the street and thus can be hard to see. This eliminates the need for H-frame signs such as those that have sprouted like mushrooms along NE 85th St.



Here is the link to the full sign code: http://www.scottsdaleaz.gov/codes/signs

Dorian Collins

From: Bolotin, Leah <BolotiL@wsdot.wa.gov>
Sent: Friday, August 12, 2016 3:44 PM
To: Dorian Collins
Cc: Thorniley, Vicky; Klockenteger, Katherine; Prestrud, Charles; Michael Hubner (mhubner@psrc.org); COM GMU Review Team
Subject: WSDOT comments on Kirkland signage code, Expedited Review #22690

Follow Up Flag: Flag for follow up
Flag Status: Flagged

Dorian,

Attached please find a WSDOT review of the proposed amendments to definitions and sign regulations contained in the Kirkland Zoning Code. We understand the purpose of this update to be compliant with the Reed v. Town of Gilbert decision. However, WSDOT takes the opportunity to review for conformance to the Highway Advertising Control Act and the Scenic Vistas Act whenever sign code updates are submitted to Commerce.

Please contact Vicky Thorniley, Transportation Engineer, directly if you have any questions regarding her review. She may be contacted at 360-705-7282 or vicky.thorniley@wsdot.wa.gov.

Thank you for your consideration,
Leah

Leah Bolotin, AICP
Senior Planner
WSDOT Sno-King Planning Office
206-440-5057
WSDOT Planning Resources

From: Thorniley, Vicky
Sent: Tuesday, August 9, 2016 10:20 AM
To: Bolotin, Leah <BolotiL@wsdot.wa.gov>
Subject: RE: 22690, City of Kirkland, Expedited Review Requested, DevRegs

Thank you for sending the proposed code amendments to me to review. WAC 468-66-050(3)(h) states that on premise signs located along a primary system highway inside an incorporated city or town or a commercial or industrial area are not regulated by WSDOT. Off premise signs are regulated by WSDOT. But since many cities ask for our review of on premise signs so that they can adjust their municipal codes to more closely align with WAC 468.66 and RCW 47.42, and since cities and towns are regulated by the Scenic Vistas Act, I have the following comments:

5.10.115 Changing Message Center – visible to a state route, as stated in WAC 468.66.050(3)(g) an electronic sign may only be used as an on premise sign and/or to present public service information. Public Service Information is defined in WAC 468-66-010(2) as date, temperature, weather or information about nonprofit activities sponsored by civic or charitable organizations.

100.40 Sign Area and 100.45 Sign Area Chart – just want to confirm that visible to a state route, an on premise sign more than 50 feet from the main building of the activity advertised on the sign cannot exceed 20 feet in length, width, or height or 150 square feet in area including border and trim but excluding supports. WAC 468-66-050(3)(f) explains where signs can be located if the sign is more than 50 feet from the main building: no more than 150 feet from the main building, or no more than 150 feet from the main entrance to the activity advertised, or no more than 50 feet from the outside edge of a regularly used parking lot contiguous to the to the advertised activity.

100.55 Development Containing Uses in More Than One Category – reminder again about the use of electronic sign use as described above under 5.10.115

100.70 Special Regulations Regarding Pole Signs – please refer to 100.40 sign area above. Visible to an interstate, no sign can exceed 150 square feet per WAC 468-66-050(3) and (5). Visible to an interstate, only one sign located more than 50 feet from the main building can be erected visible to any one direction of traffic. WSDOT does not restrict height of a structure.

100.75 Location of Signs – with the exception of official state or city erected signs, no signs can be in the state right-of-way.

100.80 Master Sign Plan – visible to a state route, no on premise sign can exceed 150 square feet, please refer to 100.40 sign area above.

100.85 Prohibited Devices – Exceptions – please refer to 5.10.111 changing message center information.

100.110 Illumination Limitations on Electronic Signs – WAC 468-66-050(g)(v) states no electronic sign lamp may be illuminated to a degree of brightness that is greater than necessary for adequate visibility. In no case may the brightness exceed 8000 nits or equivalent candelas during daylight hours, or 1000 nits or equivalent candelas between dusk and dawn.

100.112.10 Off Site Directional – only WSDOT or City signs are allowed in state right-of-way, all other signs are prohibited

100.115 Temporary Signs – temporary signs are not allowed on state right-of-way

100.115.10 Signs for Properties for Sale or Rent (5) Off Site Signs – WSDOT does not allow for sale or for rent signs, visible to a state route, to be located off the property that is for sale or lease.

100.115.30 Signs Displayed Prior to, During and After Elections – WSDOT does not allow signs associated with elections to be located in state right-of-way

100.115.40 Temporary Signs in Non-Residential Zones (3) – the code says signs are allowed to be placed on building, wall or fence. Make sure the fence is not a WSDOT right-of-way fence.

100.115.50 Signs Associated with Temporary Events – no signs permitted on state right-of-way

Please don't hesitate to contact me if you have additional questions.

Vicky

From: COM GMU Review Team [mailto:reviewteam@commerce.wa.gov]
Sent: Monday, August 08, 2016 1:04 PM
To: Andersen, Dave (COM) <dave.andersen@commerce.wa.gov>; Bunten, Donna (ECY) <DBUN461@ECY.WA.GOV>; FLORES, HUGO (DNR) <HUGO.FLORES@dnr.wa.gov>; Griffith, Greg (DAHP) <Greg.Griffith@DAHP.WA.GOV>; Shultz, Ron

(SCC) <RShultz@scc.wa.gov>; Cooper, Kelly (DOH) <Kelly.Cooper@DOH.WA.GOV>; Houser, Karena <HouserK@wsdot.wa.gov>; Heinitz, Eric F. (DOC) <efheinitz@DOC1.WA.GOV>; Klockenteger, Katherine <KlockeK@wsdot.wa.gov>; McLain, Kelly (AGR) <KAardal@agr.wa.gov>; Herzog, Peter (PARKS) <Peter.Herzog@PARKS.WA.GOV>; Folkerts, Keith E (DFW) <Keith.Folkerts@dfw.wa.gov>; Miller, Kyle <MilleKy@wsdot.wa.gov>
Cc: COM GMU Review Team <reviewteam@commerce.wa.gov>
Subject: 22690, City of Kirkland, Expedited Review Requested, DevRegs

Please respond to this email by 8/22/2016

Indicate in the first line of your reply: NO COMMENT or YES COMMENT

If we do not hear from you by the date indicated, Commerce will assume that your agency will not be reviewing or commenting on the proposal and that Commerce may grant expedited review.

If you will be reviewing the item, please provide the name and contact information of the staff person who will be commenting.

As a state agency contact for GMA review submittals, this is your opportunity to determine if you intend to comment on these proposed amendments. If one or more state agencies indicate that they will be commenting, then Commerce will deny expedited review and the standard 60-day review period (from date received) will apply.

The City of Kirkland has requested expedited review of the following: Proposed amendments to the definitions and sign regulations contained in the Kirkland Zoning Code to ensure the regulations are content-neutral. This proposal was submitted for the required state agency review under RCW 36.70A.106. See the electronic attachments to this message for a complete description of the proposal.

If you have any questions, please contact reviewteam@commerce.wa.gov

Thank you.

Review Team, Growth Management Services
Department of Commerce
P.O. Box 42525
Olympia WA 98504-2525

Dorian Collins

Subject: FW: signs

From: Margaret Bull [wisteriouswoman@gmail.com]
Sent: Thursday, August 11, 2016 3:39 PM
To: Houghton Council
Subject: signs

Dear Houghton Community Council members,
I noticed that you are reviewing sign regulations. I want to say that the use of LED lights is really going to affect how bright lights on signs and and in parking lots appear. Please go to Bellebotega and take a look at the Mod Pizza sign. It is incredibly bright.
I wouldn't want to live near that restaurant.
Best Regards,
Margaret Bull

Phase I - Zoning Code Amendments

Recommended Amendments to Make Kirkland Sign Regulations Content Neutral

A. Amendments to Chapter 5 – Remove Content-Related Definitions:

*The following definitions that are content based shall be **deleted**:*

- 5.10.165 **Construction:** A sign identifying parties involved in the construction of a project – size limited to 32 sq. ft. per face during construction;
- 5.10.327 **Fuel price:** A sign indicting the price of fuel at a gas station – one sign allowed per abutting right of way, maximum size of 20 sq. ft. per sign face;
- 5.10.420 **Instructional:** A sign indicating public information such as restrooms and exit ways – maximum size of 2 sq. ft. per face;
- 5.10.425 **Integral sign:** A sign on the façade of a building noting the date of and other information about construction –one sign up to six sq. ft. in size allowed per structure;
- 5.10.585 **Off-site directional:** An off-site sign providing direction to a business or use – maximum size of 64 sq. ft. and 16 sq. ft. per use, must be approved by the Planning Director;
- 5.10.675 **Political:** A sign advertising a candidate for public office or a ballot proposition – maximum size of six sq. ft. per sign face, not allowed in street medians, must be removed seven days after election;
- 5.10.690 **Private Advertising:** A sign announcing an event or concern of personal interest to the user, such as "garage sale" or "lost dog" – no maximum number, may be 16 sq. ft. per sign face, may be no closer than 50 feet to another such sign, must be removed at end of use, event or condition;
- 5.10.700 **Private Notice:** A sign announcing a restriction on a type of action, such as "no trespassing" – maximum size of 2 sq. ft. per face;
- 5.10.710 **Private Traffic Direction:** Private property sign with information about vehicular movement – no maximum number, maximum size of 4 sq. ft. per sign face;
- 5.10.760 **Real Estate off-site:** A real estate sign located off the property for sale or rent – size limited to six sq. ft. per face, may have one per block, allowed only while property is for sale or lease;
- 5.10.765 **Real Estate on-site:** A sign advertising and located on a property for sale or rent- maximum size varies for different uses from 6 sq. ft. to 64 sq. ft. per face, allowed only while property is for sale or lease;
- 5.10.923 **Temporary commercial:** A non-permanent sign displaying temporary messages – no maximum number or size, must be removed at end of use, event or condition, but no longer than 60 days;
- 5.10.992 **Window sign**: A sign located inside a window and visible from the exterior of a building.

The following definition shall be revised to make it content-neutral:

- 5.10.115 **Changing Message Center**: An electronically controlled ~~public service time and temperature~~ sign where copy changes are shown on the same lamp bank.

B. Amendments to Chapter 100 Text – Remove Content-Related Text

Chapter 100 – SIGNS

Sections:

100.05 User Guide
100.10 Purpose
100.15 Scope and Exclusions
100.20 International Building Code – Compliance Required
100.25 Required Permits
100.30 Sign Type
100.35 Number of Signs
100.40 Sign Area
100.45 Sign Area Chart
100.50 Designated Corridors
100.52 CBD, JBD and YBD – Certain Signs Prohibited
100.55 Development Containing Uses in More Than One (1) Sign Category
100.60 Allocation of Sign Area within a Development with More Than One (1) Use or Tenant
100.65 Sign Height and Dimensions
100.70 Special Regulations Regarding Pole Signs
100.75 Location of Signs
100.80 Master Sign Plan
100.85 Prohibited Devices
100.90 Sign Maintenance and Removal
100.95 Landscaping Around Ground-Mounted Signs
100.100 Structural Components – Overall Appearance
100.110 Illumination Limitations on Electrical Signs
100.112 Special Signs
100.115 Temporary/~~Special~~ Signs
100.120 Bonds

100.05 User Guide (No changes proposed to this section in Phase I)

Chapters 15 through 56 KZC, which contain the use zone charts or development standards tables, assign a sign category to each use in each zone. This category is either A, B, C, D, E, or F. This chapter contains the specific requirements in each sign category. If you do not know what sign category applies to the subject property, you should consult the appropriate use zone chart or development standards table.

This chapter also contains regulations regarding special signs and temporary signs ~~(e.g., political, real estate or temporary signs)~~. These regulations are contained in KZC 100.112 and KZC 100.115.

For properties within jurisdiction of the Shoreline Management Act, see Chapter 83 KZC.

(Ord. 4476 § 3, 2015; Ord. 4252 § 1, 2010)

100.10 Purpose

It is the purpose of this chapter to ~~promote:~~balance the public interest and private business needs with the objectives of creating a community that is livable, sustainable and connected. Standards and regulations for Kirkland's signs are designed to promote public safety and aesthetics in that they:

1. Support the economic well-being of all businesses by ~~through~~ providing sufficient means to identify their locations, products and services; ~~Commercial communications that accommodate the need of~~

~~the business community to convey information to the public;~~ and

2. Protect and enhance ~~The protection and enhancement of~~ the visual character and identity of the community by the thoughtful placement and design of signs; and

3. Eliminate ~~The elimination of~~ clutter and visual distraction by ~~through~~ ensuring signs are appropriate in size and relationship to the subject property, street frontage and building size; and

4. Allow sufficient f~~F~~lexibility and incentive for creative and innovative sign designs; and

5. Uphold aesthetic standards of the city by ~~through~~ encouraging good design and t~~T~~he proper maintenance of signs; and

6. Reduce potential hazards to motorists and pedestrians by reducing signage or visual ~~advertising~~ distractions and obstructions that contribute to limited safety and site visibility, and

.

7. Recognize free speech rights by regulating signs in a content-neutral manner, and

6. E~~I~~nsure consistency with the goals and policies of the Comprehensive Plan.

100.15 Scope and Exclusions

This chapter applies to all signs erected or altered after the effective date of this code. This chapter does not apply to the following:

1. Traffic signs, directional signs not exceeding four square feet, and signs displaying a public service message installed by a governmental agency ***(Incorporates standards for Private Traffic Direction from 100.115)***.

2. Point-of-purchase advertising displays such as product dispensers.

3. National flags and flags of political subdivisions.

4. Gravestones.

5. Historical site plaques and signs integral to an historic building.

6. Structures or improvements intended for a separate use, such as phone booths, ~~Goodwill~~ donation containers and newspaper recycling boxes.

7. Building addresses with numbers and letters not more than 10 inches in height.

8. Exterior signs or displays not visible from streets or ways open to the public.

9. Signs not exceeding two square feet per sign face, either providing public information about the facilities present on the subject property or announcing a restriction on the subject property. ***(Replaces "instructional" and "private notice" signs from 100.115)***

10. One sign per structure, not exceeding six square feet in area, incorporated into the façade of a building and denoting the date of and other information about construction of the building. ***(Replaces "integral" signs from 100.115)***

11. Temporary window signs that are located inside a window and visible from the exterior of a building. ***(Replaces "window signs" from 100.115 and incorporates definition)***

(Ord. 4408 § 1, 2013)

100.20 International Building Code – Compliance Required (No changes proposed to this section in Phase I)

1. General – Each sign erected or altered after the effective date of this code must comply with the provisions of the International Building Code as adopted by the City.

2. Conflict of Provisions – If any provision of this chapter conflicts with the International Building Code, the provision of this chapter will govern.

(Ord. 4320 § 1, 2011)

100.25 Required Permits

1. The following permits must be obtained for signs regulated by this chapter:

   a. A permit must be obtained from the Fire Department in order to erect or move a sign or alter the structural components of an existing sign.

   b. A permit must be obtained from the Planning and Building Department in order to display any sign for which a permit is not required by subsection (1)(a) of this section, except where those signs are excluded in Section 100.15 or listed in Section 100.115. ~~for real estate on-site (other than for dwelling units), real estate off-site, construction, temporary commercial, integral, private notice, instructional, private advertising, window signs, private traffic direction and off-site directional signs.~~

   ~~Change in the temporary message on a reader board or electronic message center is also excluded from this permit requirement.~~

2. If a proposed use or site plan requires approval through Process I, IIA, or IIB, as described respectively in Chapters 145, 150, and 152 KZC, the Planning Official may require that any sign proposed for that development be approved through the same process if he/she determines that it will provide more coordinated, effective signs.

(Ord. 4491 §§ 3, 4, 2015; Ord. 4286 § 1, 2011; Ord. 3954 § 1, 2004)

100.30 Sign Type

Permitted types of signs for each sign category are listed below:

1. Sign Category A – Wall-mounted and pedestal signs. Electrical signs are not permitted. ~~Commercial messages are not permitted.~~

2. Sign Category B – Wall-mounted, marquee and pedestal signs.

3. Sign Categories C, D and E – Wall-mounted, marquee, pedestal, projecting and monument signs. Projecting signs may not project above the roofline of the structure to which the sign is attached.

4. Sign Category F – Wall-mounted, marquee, pedestal, projecting, monument and pole signs. See also KZC 100.70 for special regulations regarding pole signs. Projecting signs may not project above the roofline of the structure to which the sign is attached.

~~See also KZC 100.115 for permitted special signs.~~

100.35 Number of Signs

The permitted maximum number of signs for each sign category is listed below. The permitted number applies only to the sign types listed in KZC 100.30 and does not apply to the ~~special~~ temporary signs described in KZC 100.115.

1. Sign Category A

a. ~~Signs identifying a~~ Each detached dwelling unit: one (1).

b. ~~Signs identifying a~~ Each complex or subdivision: no limitation.

2. Sign Category B – One (1) per right-of-way providing direct vehicular access.

3. Sign Categories C, D, E and F

a. Wall-mounted signs: no limitation.

b. Marquee signs: one (1) per business or use per right-of-way~~.~~, ~~or one per~~ pedestrian entrance, or vehicular entrance. Sign may not exceed four square feet per sign face.

c. Projecting signs: One per pedestrian or vehicular entrance. Sign may not exceed four square feet per sign face.

c. Pedestal, monument, or pole sign ~~(including center identification signs)~~: One (1) per abutting right-of-way per development~~.~~, provided that businesses selling fuel for motorized vehicles are allowed one additional sign ***(Replaces "fuel price" signs from 100.115)***.

100.40 Sign Area

The maximum permitted sign area for each sign category is listed below. The permitted area applies only to the sign types listed in KZC 100.30 and does not apply to the ~~special~~ temporary signs described in KZC 100.115.

1. Sign Category A

a. ~~Signs identifying a~~ Each detached dwelling unit: two (2) square feet.

b. ~~Signs identifying a~~ Each complex or subdivision: 20 square feet per sign face.

2. Sign Category B – 20 square feet per sign face.

3. Sign Categories C, D, E and F

a. Each development is allowed the sign area shown in the chart in KZC 100.45; and

b. Each individually licensed business within a multi-use complex is allowed 30 square feet; and

c. Each multi-use complex containing seven (7) or more uses or businesses is allowed an additional 64 square feet per sign face per pedestal, monument or pole sign or 64 square feet for one (1) wall-mounted sign per abutting right-of-way ~~to be used for center identification signs~~. These signs may not have internally lighted sign fields and must be constructed with materials, colors, shapes, or other architectural features which are the same as the buildings with which the signs are associated.

d. Businesses selling fuel for motorized vehicles are allowed an additional 20 square feet per sign face on the additional sign allowed by Section 100.35.3.c. ***(Compensates for eliminating "fuel price" signs).***

(Ord. 3814 § 1, 2001)

100.45 Sign Area Chart (No changes proposed to this section in Phase I)

General – The chart below establishes the sign area allowed by KZC 100.40(3)(a). The sign area is primarily dependent on the linear frontage of the subject property and the sign category of the use. To use this chart, first find the applicable sign category along the top of the chart, then find the linear frontage of the subject property along the left margin of the chart. Where the sign category and the linear frontage meet you will find the maximum sign area for the subject property. Next, review the sign area multipliers listed on the right side of the chart to determine if there are any increases or decreases in the maximum allowable sign area.

1. Find the sign category that applies to your use.
2. Find the linear frontage of the subject property.
3. Where sign category and linear frontage meet you will find the maximum sign size for the subject property.
4. Use the multiplier to the right of the chart to determine if maximum allowable sign area is increased by the factors listed.

TOTAL LINEAR FRONTAGE OF SUBJECT PROPERTY IS LESS THAN ⇩	SIGN CATEGORIES ⇨ C	D	E	F
25	20	26	48	56
30	20	28	50	59
35	20	29	52	62
40	21	31	55	65
45	21	32	57	68
50	22	33	59	70
55	23	34	61	72
60	23	35	63	74

SIGN AREA MULTIPLIERS

1. Find the sign category that applies to your use.
2. Find the linear frontage of the subject property.
3. Where sign category and linear frontage meet you will find the maximum sign size for the subject property.
4. Use the multiplier to the right of the chart to determine if maximum allowable sign area is increased by the factors listed.

TOTAL LINEAR FRONTAGE OF SUBJECT PROPERTY IS LESS THAN ⇩	SIGN CATEGORIES C	D	E	F
65	24	36	64	76
70	25	37	66	78
75	25	38	68	80
80	26	39	69	82
85	26	40	70	84
90	27	40	72	85
95	27	41	73	87
100	28	42	74	88
105	28	42	76	90
110	29	43	77	91
115	29	44	78	92
120	30	44	79	94
125	30	45	80	95
130	30	46	81	96
135	31	46	82	97
140	31	47	83	99
145	32	47	84	100
150	32	48	85	101
155	32	48	86	102
160	33	49	87	103
165	33	49	88	104
170	33	50	89	105
175	34	50	89	106
180	34	51	90	107
185	34	51	91	108
190	34	52	92	109
195	35	52	93	110
200	35	53	94	111
205	35	53	94	112

1. Except on a designated corridor, if no signs within the entire development are cabinet signs, then multiply the figure in the chart by 1.25 and multiply the sign area allowed by KZC 100.40(3)(b) by 1.25.

2. If all signs within the entire development, other than center identification signs, are building-mounted signs, multiply either the above product or the figure in the chart by 1.25 and multiply the sign area allowed by KZC 100.40(3)(b) by 1.25.

1. Find the sign category that applies to your use.
2. Find the linear frontage of the subject property.
3. Where sign category and linear frontage meet you will find the maximum sign size for the subject property.
4. Use the multiplier to the right of the chart to determine if maximum allowable sign area is increased by the factors listed.

TOTAL LINEAR FRONTAGE OF SUBJECT PROPERTY IS LESS THAN ⇩	SIGN CATEGORIES C	D	E	F
210	36	53	95	113
215	36	54	96	114
220	36	54	97	115
225	36	55	97	116
230	37	55	98	116
235	37	56	99	117
240	37	56	99	118
245	38	56	100	119
250	38	57	101	120
(Measured in Linear Feet)	(Measured in Square Feet)			

If the linear frontage of the subject property exceeds 250 feet, please refer to Plate 9.

(Ord. 3814 § 1, 2001)

100.50 Designated Corridors (No changes proposed to this section in Phase I)

1. General – KZC 100.45 contains limitations on sign area along the following designated corridors:
   a. Market Street between Central Way and Forbes Creek Drive.
   b. State Street, between NE 68th Street and 2nd Avenue South.
   c. Lake Washington Boulevard and Lake Street South between NE 38th Street and 3rd Avenue South.
   d. Lakeview Drive and NE 60th Street.
2. Electrical Signs Prohibited – Electrical signs shall not be located along designated corridors.

(Ord. 4408 § 1, 2013; Ord. 4333 § 1, 2011)

100.52 CBD, JBD and YBD – Certain Signs Prohibited (No changes proposed to this section in Phase I)

Cabinet signs shall be prohibited in all Central Business District (Chapter 50 KZC), Juanita Business District (Chapter 52 KZC) and Yarrow Bay Business District zones (Chapter 56 KZC).

(Ord. 4333 § 1, 2011; Ord. 3814 § 1, 2001)

100.55 Development Containing Uses in More Than One (1) Sign Category (No changes proposed to this section in Phase I)

If a subject property contains a mix of commercial and residential uses, the residential uses must comply with Sign Category A and the commercial uses must comply with the sign category assigned to the commercial uses that predominate on the subject property. Within mixed use projects, residential uses may have electrical signs (except on designated corridors) only if the electrical signs are attached to areas of the building associated with the commercial uses.

In all other cases, if the subject property contains uses assigned to different sign categories, the signs for the entire development must comply with the sign category assigned to the uses that predominate on the subject property.

(Ord. 4193 § 1, 2009)

100.60 Allocation of Sign Area within a Development with More Than One (1) Use or Tenant (No changes proposed to this section in Phase I)

The owner(s) of a development with more than one (1) use or tenant must submit to the City a letter allocating the allowable sign area for the development to the various uses or leasable area in the development or to sign (s) which identify the development. The owner(s) must agree in the letter to include the specified sign allocation in all leases, rental agreements, condominium by-laws and similar documents.

100.65 Sign Height and Dimensions (No changes proposed to this section in Phase I)

The permitted height of signs for each type of sign is listed below:

1. Wall-Mounted and Marquee Signs:

   Shall not project above the roofline of the building, parapet or similar architecture feature to which they are attached.

2. Under Marquee Signs:

   Shall not extend further from a building facade than the marquee or canopy to which they are attached.

3. Pedestal Signs:

   a. Shall not exceed five (5) feet above average ground elevation.

   b. Must conform to the dimensional standards shown on Plate 12.

4. Monument Signs:

   a. Shall not exceed 12 feet above average ground elevation.

   b. Must conform to the dimensional standards shown on Plate 13.

5. Pole Signs:

   a. Shall not exceed 20 feet above average ground elevation.

   b. Must conform to the dimensional standards shown on Plate 13A.

   See KZC 100.70 for special regulations regarding pole signs.

(Ord. 4408 § 1, 2013)

100.70 Special Regulations Regarding Pole Signs (No changes proposed to this section in Phase I)

Pole signs are permitted only in Sign Category F. They must be approved using Process I, described in Chapter 145 KZC. However, prior to issuing a decision, the Planning Director may consult with the Planning Commission. The City may grant a request for a pole sign and may grant increased sign area and height if:

1. It is necessary to identify a use that is oriented toward and primarily intended to serve motorists on the interstate system; and

2. It will not be out of scale or character with signs for nearby uses; and

3. It will not focus attention away from existing signs oriented to the interstate motorist and create a demand for increased height for other signs; and

4. It will not create a traffic hazard.

100.75 Location of Signs (No changes proposed to this section in Phase I)

1. General

   a. Except as allowed under subsection (2) of this section, all signs must be located on the same lot or property as the use, building, or event with which the sign is associated.

   b. All signs shall be located outside those areas required in KZC 115.135 to be kept clear of all sight obstructions.

2. Exceptions – The provisions of subsection (1) of this section do not apply as follows:

   a. The provisions of subsection (1)(a) of this section do not apply to the signs regulated under KZC 100.115.

   b. Wall-mounted and marquee signs may extend into a right-of-way abutting the subject property only upon approval of the Department of Public Works.

   c. Monument and pole signs must be set back at least five (5) feet from all property lines, except in zones that have no setbacks.

   d. The owners of two (2) or more properties that adjoin or are separated only by a private roadway may propose a joint sign package to the City. The City will review and decide upon the proposal by the Planning Director. The City will approve the joint sign package if it will provide more coordinated, effective and efficient signs. In determining the total allowable size for all of the signs in the joint sign package, the City will use the total area of signs that would be allowed for all of the participating properties if they were not proposing a joint sign package. The decision of the Planning Director in approving or denying a joint sign package may be appealed using the appeal provision, as applicable, of Process I, KZC 145.60 through 145.110.

100.80 Master Sign Plan (No changes proposed to this section in Phase I)

1. General – This section provides a mechanism under which special consideration can be given to signs which use a master sign plan to encourage the integration of signs into the framework of the building or buildings on the subject property. The City may allow deviations from the requirements of this chapter consistent with the criteria listed in subsection (4) of this section. At an applicant's request, this section may also be used to review proposed changes to sign plans which were initially approved as part of a previously approved PUD or CUP under prior zoning ordinances or through Process IIA or IIB under this code (Ordinance 2740, as amended).

2. Required Review Process – An application for a master sign plan under this section will be reviewed and decided upon by the Planning Director. However, prior to issuing a decision, the Planning Director may consult with the Planning Commission.

3. Required Information – As part of any application for a master sign plan under this section, the applicant shall submit the following information:

a. A narrative describing how the proposal is consistent with the criteria listed in subsection (4) of this section.

b. A colored rendering of the proposed signs in relation to development in the area and on the subject property.

4. Criteria – The City may approve a proposed master sign plan if:

a. The proposal manifests exceptional effort toward creating visual harmony between the sign, buildings, and other components of the subject property through the use of a consistent design theme. The elements which create visual harmony may include but are not limited to color, materials, location, and/or type of sign(s) proposed.

b. The proposed deviations are the minimum necessary to create readable signs from the rights-of-way providing direct vehicular access based on traffic speeds and patterns in the area of the subject property.

c. The signs are in character and orientation with planned and existing uses in the area of the subject property.

5. Minor Modifications – The Planning Official may grant a minor modification to the approved master sign plan in writing if:

a. The change does not increase the sign area of the subject property approved in the original master sign plan.

b. The change maintains visual harmony with those elements specifically identified in the original master sign plan as integral to the design theme of the subject property (for example; location(s), color(s), material (s), or type(s)).

6. Appeals – The decision of the Planning Director in approving or denying a master sign plan under subsection (2) of this section and modifications granted by the Planning Official under subsection (5) of this section may be appealed using the appeal provision, as applicable, of Process I, KZC 145.60 through 145.110.

100.85 Prohibited Devices

1. General – Except as specifically allowed under subsection (2) of this section, the following devices and facilities are specifically prohibited:

a. Pennants, banners, streamers and private flags except as permitted under KZC 100.115.

b. Strings of lights, flashing lights, colored lights, advertising search lights, and flares.

c. Twirlers, propellers, and wind-activated devices.

d. Balloons.

e. ~~Signs of a garish or of a carnival-like nature.~~

f. Any sign that rotates, turns or moves by electrical or mechanical means except barber poles.

g. Projecting and under marquee signs, except as permitted by KZC 100.~~115~~35.

h. Any sign attached to or placed on a vehicle or trailer parked on public or private property. The prohibition of this subsection does not prohibit the identification of a firm or its principal products on a vehicle operating during the normal course of business.

i. Any portable outdoor sign, except ~~political, private advertising, or off-site real estate signs~~ as regulated by KZC 100.115.

j. Any sign with the shape and colors of a traffic sign.

k. Any sign which constitutes a traffic hazard including but not limited to signs containing words such as "stop," "look," "danger."

2. Exceptions – The provisions of subsections (1)(a) through (k) of this section do not apply to the following:

a. Holiday decorations ~~appropriately displayed~~.

b. The use of devices described in subsection (1) of this section for no more than seven (7) days to announce the grand opening of a business or use.

~~c. The use of devices described in subsection (1) of this section if approved on a temporary basis using Process I, described in Chapter 145 KZC, if this will not be detrimental to any nearby neighborhood or use.~~

d. Thematic flags, banners or pennants that are complementary to and normally associated with the character of a specific location.

e. Changing message centers.

(Ord. 3814 § 1, 2001)

100.90 Sign Maintenance and Removal (No changes proposed to this section in Phase I)

1. Maintenance – All signs must be kept in a safe manner at all times. Damaged or deteriorated signs must be repaired within 30 days of notification by the City. The area surrounding groundmounted signs must be kept free of litter and debris at all times.

2. Removal – Unless otherwise specified in this code, the applicant or property owner must remove all nonconforming signs within 14 days and all conforming signs within 90 days of the date of the closure or discontinuance of the business, use or event with which the signs were associated.

100.95 Landscaping Around Ground-Mounted Signs (No changes proposed to this section in Phase I)

An area around the base of each ground-mounted sign equal to the sign area must be landscaped to improve the overall appearance of the sign and to reduce the risk of automobiles hitting the sign or supports of the sign. This landscaping must include vegetation and may include other materials and components such as brick or concrete bases, planter boxes, pole covers, or decorative framing.

100.100 Structural Components – Overall Appearance (No changes proposed to this section in Phase I)

To the maximum extent possible, signs should be constructed and installed so that angle irons, guywires, braces, and other structural elements are not visible. This limitation does not apply to structural elements that are an integral part of the overall design such as decorative metal or woods.

100.110 Illumination Limitations on Electrical Signs (No changes proposed to this section in Phase I)

No sign may contain or utilize any of the following:

1. Any exposed incandescent lamp with a wattage in excess of 25 watts.
2. Any exposed incandescent lamp with an internal or external reflector.
3. Any continuous or sequential flashing operation.
4. Except for changing message centers, any incandescent lamp inside internally lighted signs.
5. External light sources directed towards or shining on vehicular or pedestrian traffic or on a street.
6. Internally lighted signs using 800 milliamp ballasts if the lamps are spaced closer than 12 inches on center.
7. Internally lighted signs using 425 milliamp ballasts if the lamps are spaced closer than six (6) inches on center.

100.115 Temporary/Special Signs

A. The chart below establishes regulations that apply to numerous signs of a temporary or special nature or purpose. These signs shall be permitted in addition to the signs permitted in Sign Categories A through F, and shall be subject to the requirements set forth in the following chart. Except as specifically stated in the chart, the signs in the chart are not subject to the regulations of KZC 100.30 through 100.75 and KZC 100.95.

No temporary or special signs shall be posted or placed upon public property; provided that, certain temporary signs may be posted or placed within certain portions of a public street right-of-way as identified by the chart below.

TYPE OF SIGN	MAXIMUM NUMBER OF SIGNs	MAXIMUM SIGN AREA	PERMITTED LOCATION	PERMITTED DURATION OF DISPLAY
Real Estate, On-site	For each dwelling unit, use or development: 1 per broker per abutting right-of-way.	Dwelling units: 6 sq. ft. per sign face. Other uses or developments: 32 sq. ft. per sign face – not to exceed 64 sq. ft. per property for sale or rent.	Subject property.	Must remove when property is sold or rented.
Real Estate, Off-Site	1 per block per property for sale or rent.	6 sq. ft. per sign face.	Private property/public right-of-way.(3)	Must remove when property is sold or rented.

Construction	1 per abutting right-of-way.	32 sq. ft. per sign face.	Subject property.	Shall not be displayed prior to issuance of a building permit. Must be removed prior to issuance of a ~~certificate~~ of occupancy.
Temporary Commercial	No maximum.	No maximum.	Subject property. Must remove after be entirely attached to a building face or fence.	being displayed 60 days or at end of use, event or condition, whichever comes first.
Integral	1 per structure.	6 sq. ft. per sign face.	Subject property.	No limitation.
Private Notice and Instructional	No maximum.	2 sq. ft. per sign face.	Subject property.	No limitation.
Private Advertising	No maximum.	16 sq. ft. per sign face.	No closer than 50 ft. from another sign advertising the same use, event or condition.	Must remove at end of use, event or condition.
Private Traffic Direction	No maximum.	4 sq. ft. per sign face.	Subject property.	No limitation.
Off-site Directional[1]	1.	16 sq. ft. per use, not to exceed 64 sq. ft.	Private property/public right-of-way.[3]	Determined on case-by- case basis.
Political right-of-way.[3]	No maximum.	6 sq. ft. per sign face.	Private property/public	No later than 7 days after the final election.
Projecting and Under Marquee	1 per pedestrian or vehicular entrance.	4 sq. ft. per sign face.	Subject property ~~right-of-way~~ abutting subject property. For uses subject to Sign Categories C, D, E and F only. Shall not project above roofline of structure to which sign is attached.	No limitation.
Fuel Price[2]	1 per abutting right-of-way.	20 sq. ft. per sign face.	Subject property.	No limitation.
Window Sign	No maximum.	No limitation.	Subject property.	No limitation

(1) Must be approved by the Planning Director. Shall only be approved if there is a demonstrated need for an off-site sign because of poor visibility or traffic patterns. All uses in an area wanting a permanent off-site directional sign must use one (1) sign. The applicant must show that the proposed sign can accommodate all uses in the area that may reasonably need to be listed on the sign. The decision of the Planning Director in approving or denying an off-site directional sign may be appealed using the appeal provision, as applicable, of Process I, KZC 145.60 through 145.110.

(2) Fuel price signs are also subject to KZC 100.95.

(3) Signs which are permitted to be placed within a public street right-of-way shall be located between the curb and the abutting private property, or where no curb exists, between the edge of the paved travel lane or paved shoulder and the abutting private property, but in no case on a sidewalk or driveway.

B. All temporary or special signs which are in violation of any provision of this section, shall be brought into conformance upon ten day's written notice of violation to the responsible party by the Planning Official, pursuant to the notice provisions of KZC 170.35. If the responsible party fails to remove or correct the sign violation within seven (7) calendar days after being served with notice of the violation, the Planning Official shall have the authority to remove the violative sign(s), and to assess the charges for such removal against the responsible party. For the purposes of this section, the "responsible party" shall be the owner or operator of the subject property upon which the sign violation occurs; provided that, in the case of off-site directional signs, the "responsible party" shall be the applicant(s) for the off-site directional sign; and provided further that, in the case of political signs, the responsible party shall be the political candidate and/or the manager of the political campaign promoted by the violative sign(s).

C. Notwithstanding the other provisions of this section, the Planning Official may remove without notice any temporary or special sign which is in violation of any provision of this chapter and is located in the public right-of-way or on public property, and may assess the costs of removal of such signs against the responsible party.

(Ord. 4408 § 1, 2013; Ord. 4286 § 1, 2011; Ord. 3814 § 1, 2001)

100.112 Special Signs

100.112.10 Off-Site Directional:

1. Maximum number: One.
2. Maximum sign area: Sixteen square feet per use, not to exceed 64 sq. ft.
3. Permitted location: Private property/public right of way. Signs which are permitted to be placed within a public street right-of-way shall be located between the curb and the abutting private property, or where no curb exists, between the edge of the paved travel lane or paved shoulder and the abutting private property, but in no case on a sidewalk or driveway. ***(Relocated from Temporary Signs, 100.115).***

100.115 Temporary~~/Special~~ Signs

Temporary signs are those intended and designed to be displayed for a limited period of time. They must be made of cloth, paper, cardboard or similar lightweight material and must be installed to be easily removed. They may not be lighted. Signs which are permitted to be placed within a public street right-of-way shall be located between the curb and the abutting private property, or where no curb exists, between the edge of the paved travel lane or paved shoulder and the abutting private property, but in no case on a sidewalk or driveway.

100.115.10 Signs for Properties for Sale or Rent: ***(Replaces "real estate" signs)***

1. Maximum number: One per dwelling unit or property for sale or rent;
2. Maximum sign area:
   a. Detached dwelling units: six square feet per sign face;
   b. Other uses: 32 square feet per sign face;
3. Permitted location: On the property for sale or rent;
4. Duration: Must remove after the property is sold or rented.
5. Off-site signs: In addition to the provisions above, during any time when a property is open for public viewing, additional off site signs may be displayed subject to the following:
   a. Maximum Number: One sign per block within ¼ mile of the property for sale or rent;
   b. Maximum sign area: 6 square feet per sign face;
   c. Permitted Location: Except for areas required to be kept clear of sight obstructions by section 115.135 of this code:
      i. On private property, with the consent of the property owner, or
      ii. In public rights of way, other than paved vehicular travel lanes, paved parking areas, sidewalks or pedestrian paths, driveway aprons and center medians.

100.115.20 Signs for Properties with Active Construction: ***(Replaces "construction" signs)***

1. Maximum number: One per right of way abutting the property;
2. Maximum sign area: 32 square feet per sign face;
3. Permitted location: On the property actively under construction.

100.115.30 Signs Displayed Prior to, During and After Elections ***(Replaces "political" signs)***

1. Maximum number: No limit;
2. Maximum sign area: Six square feet per sign face;
3. Permitted location:
   a. On private property with the consent of the property owner; and
   b. In public rights of way, other than paved vehicular travel lanes, paved parking areas, sidewalks or pedestrian paths, driveway aprons and center medians;
4. Permitted duration: Between 30 days prior to and 7 days after an election.

100.115.40 Temporary Signs in Non-Residential Zones ***(Replaces "temporary commercial" signs)***

1. Maximum number: No limit;
2. Maximum sign area: No maximum;
3. Permitted location: Property in a nonresidential zone on which the business is located, attached to the face of a building, a wall or fence;
4. Permitted duration: During the use, event or condition advertised on the sign, but not more than 60 days.

100.115.50 Signs Associated with Temporary Events ***(Replaces "private advertising" signs)***

1. Maximum number: No limit;
~~1.~~2. Maximum sign area: Six square feet per sign face;

3. Permitted location:
   a. On the property with which the sign is associated; and
   b. In public rights of way, other than paved vehicular travel lanes, paved parking areas, driveway aprons and center medians. Signs placed on sidewalks must be located outside of the path of pedestrian travel, leaving a travel width of at least five feet;
4. Permitted duration: Between two days prior to and four hours after the event.

100.120 Bonds (No changes proposed to this section in Phase I)

The City may require a bond under Chapter 175 KZC to ensure compliance with any aspect of this chapter.

The Kirkland Zoning Code is current through Ordinance 4514, passed April 19, 2016.
Disclaimer: The City Clerk's Office has the official version of the Kirkland Zoning Code. Users should contact the City Clerk's Office for ordinances passed subsequent to the ordinance cited above.

ORDINANCE O-4532

AN ORDINANCE OF THE CITY OF KIRKLAND RELATING TO ZONING, PLANNING, AND LAND USE AND AMENDING CHAPTERS 5 AND 100 OF THE KIRKLAND ZONING CODE REGARDING DEFINITIONS AND REGULATIONS TO ENSURE CONTENT NEUTRALITY IN SIGN REGULATIONS AND APPROVING A SUMMARY ORDINANCE FOR PUBLICATION, FILE NO. CAM16-00954.

WHEREAS, the City Council has received a recommendation from the Kirkland Planning Commission to amend various sections of Chapters 5 and 100 of the Kirkland Zoning Code, as set forth in the report and recommendation of the Planning Commission dated September 8, 2016 and bearing Kirkland Planning and Building Department File No. CAM16-00954; and

WHEREAS, prior to making the recommendation, the Kirkland Planning Commission, following notice as required by RCW 36.70A.035, held a public hearing on the amendment proposals on September 8, 2016; and

WHEREAS, pursuant to the State Environmental Policy Act (SEPA), Chapter 43.21c RCW, a SEPA Addendum to Existing Environmental Documents was issued by the responsible official pursuant to WAC 197-11-625 on August 24, 2016; and

WHEREAS, in a regular public meeting on October 4, 2016, the City Council considered the environmental documents received from the responsible official, together with the report and recommendation of the Planning Commission and a report from staff,

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

Section 1. Chapters 5 and 100 of the Kirkland Zoning Code are amended as set forth in Attachment A attached to this ordinance and incorporated by reference.

Section 2. If any section, subsection, sentence, clause, phrase, part or portion of this ordinance, including those parts adopted by reference, is for any reason held to be invalid or unconstitutional by any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this ordinance.

Section 3. To the extent the subject matter of this ordinance is subject to the disapproval jurisdiction of the Houghton Community Council, this ordinance shall become effective within the Houghton Community Municipal Corporation only upon approval of the Houghton Community Council or the failure of said Community Council to disapprove this ordinance within 60 days of the date of the passage of this ordinance.

Section 4. Except as provided in Section 3, this ordinance shall be in full force and effect five days from and after its passage by the Kirkland City Council and publication, pursuant to Kirkland Municipal Code 1.08.017, in the summary form attached to the original of this ordinance and by this reference approved by the City Council, as required by law.

Section 5. A complete copy of this ordinance shall be certified by the City Clerk, who shall then forward the certified copy to the King County Department of Assessments.

Passed by majority vote of the Kirkland City Council in open meeting this _____ day of _____, 2016.

Signed in authentication thereof this _____ day of _____, 2016.

_____
Mayor

Attest:

_____
City Clerk

Approved as to Form:

_____
City Attorney

A. Amendments to Chapter 5:

Delete:

- 5.10.165 **Construction:** A sign identifying parties involved in the construction of a project – size limited to 32 sq. ft. per face during construction;
- 5.10.327 **Fuel price:** A sign indicting the price of fuel at a gas station – one sign allowed per abutting right of way, maximum size of 20 sq. ft. per sign face;
- 5.10.420 **Instructional:** A sign indicating public information such as restrooms and exit ways – maximum size of 2 sq. ft. per face;
- 5.10.425 **Integral sign:** A sign on the façade of a building noting the date of and other information about construction – one sign up to six sq. ft. in size allowed per structure;
- 5.10.585 **Off-site directional:** An off-site sign providing direction to a business or use – maximum size of 64 sq. ft. and 16 sq. ft. per use, must be approved by the Planning Director;
- 5.10.675 **Political:** A sign advertising a candidate for public office or a ballot proposition – maximum size of six sq. ft. per sign face, not allowed in street medians, must be removed seven days after election;
- 5.10.690 **Private Advertising:** A sign announcing an event or concern of personal interest to the user, such as "garage sale" or "lost dog" – no maximum number, may be 16 sq. ft. per sign face, may be no closer than 50 feet to another such sign, must be removed at end of use, event or condition;
- 5.10.700 **Private Notice:** A sign announcing a restriction on a type of action, such as "no trespassing" – maximum size of 2 sq. ft. per face;
- 5.10.710 **Private Traffic Direction:** Private property sign with information about vehicular movement – no maximum number, maximum size of 4 sq. ft. per sign face;
- 5.10.760 **Real Estate off-site:** A real estate sign located off the property for sale or rent – size limited to six sq. ft. per face, may have one per block, allowed only while property is for sale or lease;
- 5.10.765 **Real Estate on-site:** A sign advertising and located on a property for sale or rent- maximum size varies for different uses from 6 sq. ft. to 64 sq. ft. per face, allowed only while property is for sale or lease;
- 5.10.923 **Temporary commercial:** A non-permanent sign displaying temporary messages – no maximum number or size, must be removed at end of use, event or condition, but no longer than 60 days;
- 5.10.992 **Window sign**: A sign located inside a window and visible from the exterior of a building.

Revise:

- 5.10.115 **Changing Message Center**: An electronically controlled ~~public service time and temperature~~ sign where copy changes are shown on the same lamp bank.

B. Amendments to Chapter 100 Text – Remove Content-Related Text

Chapter 100 – SIGNS

Sections:

100.05 User Guide
100.10 Purpose
100.15 Scope and Exclusions
100.20 International Building Code – Compliance Required
100.25 Required Permits
100.30 Sign Type
100.35 Number of Signs
100.40 Sign Area
100.45 Sign Area Chart
100.50 Designated Corridors
100.52 CBD, JBD and YBD – Certain Signs Prohibited
100.55 Development Containing Uses in More Than One (1) Sign Category
100.60 Allocation of Sign Area within a Development with More Than One (1) Use or Tenant
100.65 Sign Height and Dimensions
100.70 Special Regulations Regarding Pole Signs
100.75 Location of Signs
100.80 Master Sign Plan
100.85 Prohibited Devices
100.90 Sign Maintenance and Removal
100.95 Landscaping Around Ground-Mounted Signs
100.100 Structural Components – Overall Appearance
100.110 Illumination Limitations on Electrical Signs
100.112 Special Signs
100.115 Temporary/~~Special~~ Signs
100.120 Bonds

100.05 User Guide

Chapters 15 through 56 KZC, which contain the use zone charts or development standards tables, assign a sign category to each use in each zone. This category is either A, B, C, D, E, or F. This chapter contains the specific requirements in each sign category. If you do not know what sign category applies to the subject property, you should consult the appropriate use zone chart or development standards table.

This chapter also contains regulations regarding special signs and temporary signs ~~(e.g., political, real estate or temporary signs)~~. These regulations are contained in KZC 100.112 and KZC 100.115.

For properties within jurisdiction of the Shoreline Management Act, see Chapter 83 KZC.

(Ord. 4476 § 3, 2015; Ord. 4252 § 1, 2010)

100.10 Purpose

It is the purpose of this chapter to ~~promote:~~balance the public interest and private business needs with the objectives of creating a community that is livable, sustainable and connected. Standards and regulations for Kirkland's signs are designed to promote public safety and aesthetics in that they:

1. Support the economic well-being of all businesses by ~~through~~ providing sufficient means to identify their locations, products and services; ~~Commercial communications that accommodate the need of~~

~~the business community to convey information to the public;~~ and

2. Protect and enhance ~~The protection and enhancement of~~ the visual character and identity of the community by the thoughtful placement and design of signs; and

3. Eliminate ~~The elimination of~~ clutter and visual distraction by ~~through~~ ensuring signs are appropriate in size and relationship to the subject property, street frontage and building size; and

4. Allow sufficient f~~F~~lexibility and incentive for creative and innovative sign designs; and

5. Uphold aesthetic standards of the city by ~~through~~ encouraging good design and t~~T~~he proper maintenance of signs; and

6. Reduce potential hazards to motorists and pedestrians by reducing signage or visual ~~advertising~~ distractions and obstructions that contribute to limited safety and site visibility, and

.

7. Recognize free speech rights by regulating signs in a content-neutral manner, and

6. E~~I~~nsure consistency with the goals and policies of the Comprehensive Plan.

100.15 Scope and Exclusions

This chapter applies to all signs erected or altered after the effective date of this code. This chapter does not apply to the following:

1. Traffic signs, directional signs not exceeding four square feet, and signs displaying a public service message installed by a governmental agency.

2. Point-of-purchase advertising displays such as product dispensers.

3. National flags and flags of political subdivisions.

4. Gravestones.

5. Historical site plaques and signs integral to an historic building.

6. Structures or improvements intended for a separate use, such as phone booths, ~~Goodwill~~ donation containers and newspaper recycling boxes.

7. Building addresses with numbers and letters not more than 10 inches in height.

8. Exterior signs or displays not visible from streets or ways open to the public.

9. Signs not exceeding two square feet per sign face, either providing public information about the facilities present on the subject property or announcing a restriction on the subject property.

10. One sign per structure, not exceeding six square feet in area, incorporated into the façade of a building and denoting the date of and other information about construction of the building.

11. Temporary window signs that are located inside a window and visible from the exterior of a building.

(Ord. 4408 § 1, 2013)

100.20 International Building Code – Compliance

1. General – Each sign erected or altered after the effective date of this code must comply with the provisions of the International Building Code as adopted by the City.

2. Conflict of Provisions – If any provision of this chapter conflicts with the International Building Code, the provision of this chapter will govern.

(Ord. 4320 § 1, 2011)

100.25 Required Permits

1. The following permits must be obtained for signs regulated by this chapter:

   a. A permit must be obtained from the Fire Department in order to erect or move a sign or alter the structural components of an existing sign.

   b. A permit must be obtained from the Planning and Building Department in order to display any sign for which a permit is not required by subsection (1)(a) of this section, except where those signs are excluded in Section 100.15 or listed in Section 100.115. ~~for real estate on-site (other than for dwelling units), real estate off-site, construction, temporary commercial, integral, private notice, instructional, private advertising, window signs, private traffic direction and off-site directional signs.~~

   ~~Change in the temporary message on a reader board or electronic message center is also excluded from this permit requirement.~~

2. If a proposed use or site plan requires approval through Process I, IIA, or IIB, as described respectively in Chapters 145, 150, and 152 KZC, the Planning Official may require that any sign proposed for that development be approved through the same process if he/she determines that it will provide more coordinated, effective signs.

(Ord. 4491 §§ 3, 4, 2015; Ord. 4286 § 1, 2011; Ord. 3954 § 1, 2004)

100.30 Sign Type

Permitted types of signs for each sign category are listed below:

1. Sign Category A – Wall-mounted and pedestal signs. Electrical signs are not permitted. ~~Commercial messages are not permitted.~~

2. Sign Category B – Wall-mounted, marquee and pedestal signs.

3. Sign Categories C, D and E – Wall-mounted, marquee, pedestal, projecting and monument signs. Projecting signs may not project above the roofline of the structure to which the sign is attached.

4. Sign Category F – Wall-mounted, marquee, pedestal, projecting, monument and pole signs. See also KZC 100.70 for special regulations regarding pole signs. Projecting signs may not project above the roofline of the structure to which the sign is attached.

~~See also KZC 100.115 for permitted special signs.~~

100.35 Number of Signs

The permitted maximum number of signs for each sign category is listed below. The permitted number applies only to the sign types listed in KZC 100.30 and does not apply to the ~~special~~ temporary signs described in KZC 100.115.

1. Sign Category A

   a. ~~Signs identifying a~~ Each detached dwelling unit: one (1).

   b. ~~Signs identifying a~~ Each complex or subdivision: no limitation.

2. Sign Category B – One (1) per right-of-way providing direct vehicular access.

3. Sign Categories C, D, E and F

   a. Wall-mounted signs: no limitation.

b. Marquee signs: one (1) per business or use per right-of-way~~.~~, ~~or one per~~ pedestrian entrance, or vehicular entrance. Sign may not exceed four square feet per sign face.

c. Projecting signs: One per pedestrian or vehicular entrance. Sign may not exceed four square feet per sign face.

c. Pedestal, monument, or pole sign ~~(including center identification signs)~~: One (1) per abutting right-of-way per development~~.~~, provided that businesses selling fuel for motorized vehicles are allowed one additional sign.

100.40 Sign Area

The maximum permitted sign area for each sign category is listed below. The permitted area applies only to the sign types listed in KZC 100.30 and does not apply to the ~~special~~ temporary signs described in KZC 100.115.

1. Sign Category A

   a. ~~Signs identifying a~~ Each detached dwelling unit: two (2) square feet.

   b. ~~Signs identifying a~~ Each complex or subdivision: 20 square feet per sign face.

2. Sign Category B – 20 square feet per sign face.

3. Sign Categories C, D, E and F

   a. Each development is allowed the sign area shown in the chart in KZC 100.45; and

   b. Each individually licensed business within a multi-use complex is allowed 30 square feet; and

   c. Each multi-use complex containing seven (7) or more uses or businesses is allowed an additional 64 square feet per sign face per pedestal, monument or pole sign or 64 square feet for one (1) wall-mounted sign per abutting right-of-way ~~to be used for center identification signs~~. These signs may not have internally lighted sign fields and must be constructed with materials, colors, shapes, or other architectural features which are the same as the buildings with which the signs are associated.

   d. Businesses selling fuel for motorized vehicles are allowed an additional 20 square feet per sign face on the additional sign allowed by Section 100.35.3.c..

(Ord. 3814 § 1, 2001)

100.45 Sign Area Chart

General – The chart below establishes the sign area allowed by KZC 100.40(3)(a). The sign area is primarily dependent on the linear frontage of the subject property and the sign category of the use. To use this chart, first find the applicable sign category along the top of the chart, then find the linear frontage of the subject property along the left margin of the chart. Where the sign category and the linear frontage meet you will find the maximum sign area for the subject property. Next, review the sign area multipliers listed on the right side of the chart to determine if there are any increases or decreases in the maximum allowable sign area.

1. Find the sign category that applies to your use.
2. Find the linear frontage of the subject property.
3. Where sign category and linear frontage meet you will find the maximum sign size for the subject property.
4. Use the multiplier to the right of the chart to determine if maximum allowable sign area is increased by the factors listed.

TOTAL LINEAR FRONTAGE OF SUBJECT PROPERTY IS LESS THAN ⇩	SIGN CATEGORIES ⇨ C	D	E	F
25	20	26	48	56
30	20	28	50	59
35	20	29	52	62
40	21	31	55	65
45	21	32	57	68
50	22	33	59	70
55	23	34	61	72
60	23	35	63	74

SIGN AREA MULTIPLIERS

1. Find the sign category that applies to your use.
2. Find the linear frontage of the subject property.
3. Where sign category and linear frontage meet you will find the maximum sign size for the subject property.
4. Use the multiplier to the right of the chart to determine if maximum allowable sign area is increased by the factors listed.

TOTAL LINEAR FRONTAGE OF SUBJECT PROPERTY IS LESS THAN ⇩	SIGN CATEGORIES C	D	E	F
65	24	36	64	76
70	25	37	66	78
75	25	38	68	80
80	26	39	69	82
85	26	40	70	84
90	27	40	72	85
95	27	41	73	87
100	28	42	74	88
105	28	42	76	90
110	29	43	77	91
115	29	44	78	92
120	30	44	79	94
125	30	45	80	95
130	30	46	81	96
135	31	46	82	97
140	31	47	83	99
145	32	47	84	100
150	32	48	85	101
155	32	48	86	102
160	33	49	87	103
165	33	49	88	104
170	33	50	89	105
175	34	50	89	106
180	34	51	90	107
185	34	51	91	108
190	34	52	92	109
195	35	52	93	110
200	35	53	94	111
205	35	53	94	112

1. Except on a designated corridor, if no signs within the entire development are cabinet signs, then multiply the figure in the chart by 1.25 and multiply the sign area allowed by KZC 100.40(3)(b) by 1.25.

2. If all signs within the entire development, other than center identification signs, are building-mounted signs, multiply either the above product or the figure in the chart by 1.25 and multiply the sign area allowed by KZC 100.40(3)(b) by 1.25.

TOTAL LINEAR FRONTAGE OF SUBJECT PROPERTY IS LESS THAN ⇩ ⇨ SIGN CATEGORIES

1. Find the sign category that applies to your use.
2. Find the linear frontage of the subject property.
3. Where sign category and linear frontage meet you will find the maximum sign size for the subject property.
4. Use the multiplier to the right of the chart to determine if maximum allowable sign area is increased by the factors listed.

	C	D	E	F
210	36	53	95	113
215	36	54	96	114
220	36	54	97	115
225	36	55	97	116
230	37	55	98	116
235	37	56	99	117
240	37	56	99	118
245	38	56	100	119
250	38	57	101	120
(Measured in Linear Feet)	(Measured in Square Feet)			

If the linear frontage of the subject property exceeds 250 feet, please refer to Plate 9.

(Ord. 3814 § 1, 2001)

100.50 Designated Corridors

1. General – KZC 100.45 contains limitations on sign area along the following designated corridors:
   a. Market Street between Central Way and Forbes Creek Drive.
   b. State Street, between NE 68th Street and 2nd Avenue South.
   c. Lake Washington Boulevard and Lake Street South between NE 38th Street and 3rd Avenue South.
   d. Lakeview Drive and NE 60th Street.
2. Electrical Signs Prohibited – Electrical signs shall not be located along designated corridors.

(Ord. 4408 § 1, 2013; Ord. 4333 § 1, 2011)

100.52 CBD, JBD and YBD – Certain Signs Prohibited

Cabinet signs shall be prohibited in all Central Business District (Chapter 50 KZC), Juanita Business District (Chapter 52 KZC) and Yarrow Bay Business District zones (Chapter 56 KZC).

(Ord. 4333 § 1, 2011; Ord. 3814 § 1, 2001)

100.55 Development Containing Uses in More Than One (1) Sign Category

If a subject property contains a mix of commercial and residential uses, the residential uses must comply with Sign Category A and the commercial uses must comply with the sign category assigned to the commercial uses that predominate on the subject property. Within mixed use projects, residential uses may have electrical signs (except on designated corridors) only if the electrical signs are attached to areas of the building associated with the commercial uses.

In all other cases, if the subject property contains uses assigned to different sign categories, the signs for the entire development must comply with the sign category assigned to the uses that predominate on the subject property.

(Ord. 4193 § 1, 2009)

100.60 Allocation of Sign Area within a Development with More Than One (1) Use or Tenant

The owner(s) of a development with more than one (1) use or tenant must submit to the City a letter allocating the allowable sign area for the development to the various uses or leasable area in the development or to sign (s) which identify the development. The owner(s) must agree in the letter to include the specified sign allocation in all leases, rental agreements, condominium by-laws and similar documents.

100.65 Sign Height and Dimensions

The permitted height of signs for each type of sign is listed below:

1. Wall-Mounted and Marquee Signs:

   Shall not project above the roofline of the building, parapet or similar architecture feature to which they are attached.

2. Under Marquee Signs:

   Shall not extend further from a building facade than the marquee or canopy to which they are attached.

3. Pedestal Signs:

   a. Shall not exceed five (5) feet above average ground elevation.

   b. Must conform to the dimensional standards shown on Plate 12.

4. Monument Signs:

   a. Shall not exceed 12 feet above average ground elevation.

   b. Must conform to the dimensional standards shown on Plate 13.

5. Pole Signs:

   a. Shall not exceed 20 feet above average ground elevation.

   b. Must conform to the dimensional standards shown on Plate 13A.

   See KZC 100.70 for special regulations regarding pole signs.

(Ord. 4408 § 1, 2013)

Pole signs are permitted only in Sign Category F. They must be approved using Process I, described in Chapter 145 KZC. However, prior to issuing a decision, the Planning Director may consult with the Planning Commission. The City may grant a request for a pole sign and may grant increased sign area and height if:

1. It is necessary to identify a use that is oriented toward and primarily intended to serve motorists on the interstate system; and

2. It will not be out of scale or character with signs for nearby uses; and

3. It will not focus attention away from existing signs oriented to the interstate motorist and create a demand for increased height for other signs; and

4. It will not create a traffic hazard.

100.75 Location of Signs

1. General

   a. Except as allowed under subsection (2) of this section, all signs must be located on the same lot or property as the use, building, or event with which the sign is associated.

   b. All signs shall be located outside those areas required in KZC 115.135 to be kept clear of all sight obstructions.

2. Exceptions – The provisions of subsection (1) of this section do not apply as follows:

   a. The provisions of subsection (1)(a) of this section do not apply to the signs regulated under KZC 100.115.

   b. Wall-mounted and marquee signs may extend into a right-of-way abutting the subject property only upon approval of the Department of Public Works.

   c. Monument and pole signs must be set back at least five (5) feet from all property lines, except in zones that have no setbacks.

   d. The owners of two (2) or more properties that adjoin or are separated only by a private roadway may propose a joint sign package to the City. The City will review and decide upon the proposal by the Planning Director. The City will approve the joint sign package if it will provide more coordinated, effective and efficient signs. In determining the total allowable size for all of the signs in the joint sign package, the City will use the total area of signs that would be allowed for all of the participating properties if they were not proposing a joint sign package. The decision of the Planning Director in approving or denying a joint sign package may be appealed using the appeal provision, as applicable, of Process I, KZC 145.60 through 145.110.

100.80 Master Sign Plan

1. General – This section provides a mechanism under which special consideration can be given to signs which use a master sign plan to encourage the integration of signs into the framework of the building or buildings on the subject property. The City may allow deviations from the requirements of this chapter consistent with the criteria listed in subsection (4) of this section. At an applicant's request, this section may also be used to review proposed changes to sign plans which were initially approved as part of a previously approved PUD or CUP under prior zoning ordinances or through Process IIA or IIB under this code (Ordinance 2740, as amended).

2. Required Review Process – An application for a master sign plan under this section will be reviewed and

decided upon by the Planning Director. However, prior to issuing a decision, the Planning Director may consult with the Planning Commission.

3. Required Information – As part of any application for a master sign plan under this section, the applicant shall submit the following information:

a. A narrative describing how the proposal is consistent with the criteria listed in subsection (4) of this section.

b. A colored rendering of the proposed signs in relation to development in the area and on the subject property.

4. Criteria – The City may approve a proposed master sign plan if:

a. The proposal manifests exceptional effort toward creating visual harmony between the sign, buildings, and other components of the subject property through the use of a consistent design theme. The elements which create visual harmony may include but are not limited to color, materials, location, and/or type of sign(s) proposed.

b. The proposed deviations are the minimum necessary to create readable signs from the rights-of-way providing direct vehicular access based on traffic speeds and patterns in the area of the subject property.

c. The signs are in character and orientation with planned and existing uses in the area of the subject property.

5. Minor Modifications – The Planning Official may grant a minor modification to the approved master sign plan in writing if:

a. The change does not increase the sign area of the subject property approved in the original master sign plan.

b. The change maintains visual harmony with those elements specifically identified in the original master sign plan as integral to the design theme of the subject property (for example; location(s), color(s), material (s), or type(s)).

6. Appeals – The decision of the Planning Director in approving or denying a master sign plan under subsection (2) of this section and modifications granted by the Planning Official under subsection (5) of this section may be appealed using the appeal provision, as applicable, of Process I, KZC 145.60 through 145.110.

100.85 Prohibited Devices

1. General – Except as specifically allowed under subsection (2) of this section, the following devices and facilities are specifically prohibited:

a. Pennants, banners, streamers and private flags except as permitted under KZC 100.115.

b. Strings of lights, flashing lights, colored lights, advertising search lights, and flares.

c. Twirlers, propellers, and wind-activated devices.

d. Balloons.

e. ~~Signs of a garish or of a carnival-like nature.~~

f. Any sign that rotates, turns or moves by electrical or mechanical means except barber poles.

g. Projecting and under marquee signs, except as permitted by KZC 100.~~115~~35.

h. Any sign attached to or placed on a vehicle or trailer parked on public or private property. The prohibition of this subsection does not prohibit the identification of a firm or its principal products on a vehicle operating during the normal course of business.

i. Any portable outdoor sign, except ~~political, private advertising, or off-site real estate signs~~ as regulated by KZC 100.115.

j. Any sign with the shape and colors of a traffic sign.

k. Any sign which constitutes a traffic hazard including but not limited to signs containing words such as "stop," "look," "danger."

2. Exceptions – The provisions of subsections (1)(a) through (k) of this section do not apply to the following:

a. Holiday decorations ~~appropriately displayed~~.

b. The use of devices described in subsection (1) of this section for no more than seven (7) days to announce the grand opening of a business or use.

~~c. The use of devices described in subsection (1) of this section if approved on a temporary basis using Process I, described in Chapter 145 KZC, if this will not be detrimental to any nearby neighborhood or use.~~

d. Thematic flags, banners or pennants that are complementary to and normally associated with the character of a specific location.

e. Changing message centers.

(Ord. 3814 § 1, 2001)

100.90 Sign Maintenance and Removal

1. Maintenance – All signs must be kept in a safe manner at all times. Damaged or deteriorated signs must be repaired within 30 days of notification by the City. The area surrounding groundmounted signs must be kept free of litter and debris at all times.

2. Removal – Unless otherwise specified in this code, the applicant or property owner must remove all nonconforming signs within 14 days and all conforming signs within 90 days of the date of the closure or discontinuance of the business, use or event with which the signs were associated.

100.95 Landscaping Around Ground-Mounted Signs

An area around the base of each ground-mounted sign equal to the sign area must be landscaped to improve the overall appearance of the sign and to reduce the risk of automobiles hitting the sign or supports of the sign. This landscaping must include vegetation and may include other materials and components such as brick or concrete bases, planter boxes, pole covers, or decorative framing.

To the maximum extent possible, signs should be constructed and installed so that angle irons, guywires, braces, and other structural elements are not visible. This limitation does not apply to structural elements that are an integral part of the overall design such as decorative metal or woods.

100.110 Illumination Limitations on Electrical Signs

No sign may contain or utilize any of the following:

1. Any exposed incandescent lamp with a wattage in excess of 25 watts.
2. Any exposed incandescent lamp with an internal or external reflector.
3. Any continuous or sequential flashing operation.
4. Except for changing message centers, any incandescent lamp inside internally lighted signs.
5. External light sources directed towards or shining on vehicular or pedestrian traffic or on a street.
6. Internally lighted signs using 800 milliamp ballasts if the lamps are spaced closer than 12 inches on center.
7. Internally lighted signs using 425 milliamp ballasts if the lamps are spaced closer than six (6) inches on center.

100.115 Temporary/Special Signs

A. The chart below establishes regulations that apply to numerous signs of a temporary or special nature or purpose. These signs shall be permitted in addition to the signs permitted in Sign Categories A through F, and shall be subject to the requirements set forth in the following chart. Except as specifically stated in the chart, the signs in the chart are not subject to the regulations of KZC 100.30 through 100.75 and KZC 100.95.

No temporary or special signs shall be posted or placed upon public property; provided that, certain temporary signs may be posted or placed within certain portions of a public street right-of-way as identified by the chart below.

TYPE OF SIGN	MAXIMUM NUMBER OF SIGNs	MAXIMUM SIGN AREA	PERMITTED LOCATION	PERMITTED DURATION OF DISPLAY
Real Estate, On-site	For each dwelling unit, use or development: 1 per broker per abutting right-of-way.	Dwelling units: 6 sq. ft. per sign face. Other uses or developments: 32 sq. ft. per sign face – not to exceed 64 sq. ft. per property for sale or rent.	Subject property.	Must remove when property is sold or rented.
Real Estate, Off-Site	1 per block per property for sale or rent.	6 sq. ft. per sign face.	Private property/public right-of-way.(3)	Must remove when property is sold or rented.

Construction	1 per abutting right-of-way.	32 sq. ft. per sign face.	Subject property.	Shall not be displayed prior to issuance of a building permit. Must be removed prior to issuance of a certificate of occupancy.
Temporary Commercial	No maximum.	No maximum.	Subject property. Must be entirely attached to a building face or fence.	Remove after being displayed 60 days or at end of use, event or condition, whichever comes first.
Integral	1 per structure.	6 sq. ft. per sign face.	Subject property.	No limitation.
Private Notice and Instructional	No maximum.	2 sq. ft. per sign face.	Subject property.	No limitation.
Private Advertising	No maximum.	16 sq. ft. per sign face.	No closer than 50 ft. from another sign advertising the same use, event or condition.	Must remove at end of use, event or condition.
Private Traffic Direction	No maximum.	4 sq. ft. per sign face.	Subject property.	No limitation.
Off-site Directional[1]	1.	16 sq. ft. per use, not to exceed 64 sq. ft.	Private property/public right-of-way.[3]	Determined on case-by-case basis.
Political right-of-way.[3]	No maximum.	6 sq. ft. per sign face.	Private property/public	No later than 7 days after the final election.
Projecting and Under Marquee	1 per pedestrian or vehicular entrance.	4 sq. ft. per sign face.	Subject property right-of-way abutting subject property. For uses subject to Sign Categories C, D, E and F only. Shall not project above roofline of structure to which sign is attached.	No limitation.
Fuel Price[2]	1 per abutting right-of-way.	20 sq. ft. per sign face.	Subject property.	No limitation.
Window Sign	No maximum.	No limitation.	Subject property.	No limitation

(1) Must be approved by the Planning Director. Shall only be approved if there is a demonstrated need for an off-site sign because of poor visibility or traffic patterns. All uses in an area wanting a permanent off-site directional sign must use one (1) sign. The applicant must show that the proposed sign can accommodate all uses in the area that may reasonably need to be listed on the sign. The decision of the Planning Director in approving or denying an off-site directional sign may be appealed using the appeal provision, as applicable, of Process I, KZC 145.60 through 145.110.

(2) Fuel price signs are also subject to KZC 100.95.

(3) Signs which are permitted to be placed within a public street right-of-way shall be located between the curb and the abutting private property, or where no curb exists, between the edge of the paved travel lane or paved shoulder and the abutting private property, but in no case on a sidewalk or driveway.

B. All temporary or special signs which are in violation of any provision of this section, shall be brought into conformance upon ten day's written notice of violation to the responsible party by the Planning Official, pursuant to the notice provisions of KZC 170.35. If the responsible party fails to remove or correct the sign violation within seven (7) calendar days after being served with notice of the violation, the Planning Official shall have the authority to remove the violative sign(s), and to assess the charges for such removal against the responsible party. For the purposes of this section, the "responsible party" shall be the owner or operator of the subject property upon which the sign violation occurs; provided that, in the case of off-site directional signs, the "responsible party" shall be the applicant(s) for the off-site directional sign; and provided further that, in the case of political signs, the responsible party shall be the political candidate and/or the manager of the political campaign promoted by the violative sign(s).

C. Notwithstanding the other provisions of this section, the Planning Official may remove without notice any temporary or special sign which is in violation of any provision of this chapter and is located in the public right-of-way or on public property, and may assess the costs of removal of such signs against the responsible party.

(Ord. 4408 § 1, 2013; Ord. 4286 § 1, 2011; Ord. 3814 § 1, 2001)

100.112 Special Signs

100.112.10 Off-Site Directional:

1. Maximum number: One.
2. Maximum sign area: Sixteen square feet per use, not to exceed 64 sq. ft.
3. Permitted location: Private property/public right of way. Signs which are permitted to be placed within a public street right-of-way shall be located between the curb and the abutting private property, or where no curb exists, between the edge of the paved travel lane or paved shoulder and the abutting private property, but in no case on a sidewalk or driveway.

100.115 Temporary~~/Special~~ Signs

Temporary signs are those intended and designed to be displayed for a limited period of time. They must be made of cloth, paper, cardboard or similar lightweight material and must be installed to be easily removed. They may not be lighted. Signs which are permitted to be placed within a public street right-of-way shall be located between the curb and the abutting private property, or where no curb exists, between the edge of the paved travel lane or paved shoulder and the abutting private property, but in no case on a sidewalk or driveway.

100.115.10 Signs for Properties for Sale or Rent:

1. Maximum number: One per dwelling unit or property for sale or rent;
2. Maximum sign area:
   a. Detached dwelling units: six square feet per sign face;
   b. Other uses: 32 square feet per sign face;
3. Permitted location: On the property for sale or rent;
4. Duration: Must remove after the property is sold or rented.
5. Off-site signs: In addition to the provisions above, during any time when a property is open for public viewing, additional off site signs may be displayed subject to the following:
   a. Maximum Number: One sign per block within ¼ mile of the property for sale or rent;
   b. Maximum sign area: 6 square feet per sign face;
   c. Permitted Location: Except for areas required to be kept clear of sight obstructions by section 115.135 of this code:
      i. On private property, with the consent of the property owner, or
      ii. In public rights of way, other than paved vehicular travel lanes, paved parking areas, sidewalks or pedestrian paths, driveway aprons and center medians.

100.115.20 Signs for Properties with Active Construction:

1. Maximum number: One per right of way abutting the property;
2. Maximum sign area: 32 square feet per sign face;
3. Permitted location: On the property actively under construction.

100.115.30 Signs Displayed Prior to, During and After Elections

1. Maximum number: No limit;
2. Maximum sign area: Six square feet per sign face;
3. Permitted location:
   a. On private property with the consent of the property owner; and
   b. In public rights of way, other than paved vehicular travel lanes, paved parking areas, sidewalks or pedestrian paths, driveway aprons and center medians;
4. Permitted duration: Between 30 days prior to and 7 days after an election.

100.115.40 Temporary Signs in Non-Residential Zones

1. Maximum number: No limit;
2. Maximum sign area: No maximum;
3. Permitted location: Property in a nonresidential zone on which the business is located, attached to the face of a building, a wall or fence;
4. Permitted duration: During the use, event or condition advertised on the sign, but not more than 60 days.

100.115.50 Signs Associated with Temporary Events

1. Maximum number: No limit;

2. Maximum sign area: Six square feet per sign face;
3. Permitted location:
   a. On the property with which the sign is associated; and
   b. In public rights of way, other than paved vehicular travel lanes, paved parking areas, driveway aprons and center medians. Signs placed on sidewalks must be located outside of the path of pedestrian travel, leaving a travel width of at least five feet;
4. Permitted duration: Between two days prior to and four hours after the event.

100.120 Bonds

The City may require a bond under Chapter 175 KZC to ensure compliance with any aspect of this chapter.

The Kirkland Zoning Code is current through Ordinance 4514, passed April 19, 2016.
Disclaimer: The City Clerk's Office has the official version of the Kirkland Zoning Code. Users should contact the City Clerk's Office for ordinances passed subsequent to the ordinance cited above.

PUBLICATION SUMMARY
OF ORDINANCE O-4532

AN ORDINANCE OF THE CITY OF KIRKLAND RELATING TO ZONING, PLANNING, AND LAND USE AND AMENDING CHAPTERS 5 AND 100 OF THE KIRKLAND ZONING CODE REGARDING DEFINITIONS AND REGULATIONS TO ENSURE CONTENT NEUTRALITY IN SIGN REGULATIONS AND APPROVING A SUMMARY ORDINANCE FOR PUBLICATION, FILE NO. CAM16-00954.

SECTION 1. Provides amendments related to definitions and development regulations for signs in Chapter 5 and Chapter 100 of the Kirkland Zoning Code.

SECTION 2. Provides a severability clause for the ordinance.

SECTION 3. Provides that the effective date of the ordinance is affected by the disapproval jurisdiction of the Houghton Community Council.

SECTION 4. Authorizes publication of the ordinance by summary, which summary is approved by the City Council pursuant to Kirkland Municipal Code Section 1.08.017 and establishes the effective date as five days after publication of summary.

SECTION 5. Establishes certification by City Clerk and notification of King County Department of Assessments.

The full text of this Ordinance will be mailed without charge to any person upon request made to the City Clerk for the City of Kirkland. The Ordinance was passed by the Kirkland City Council at its meeting on the ____ day of _____, 2016.

I certify that the foregoing is a summary of Ordinance 4532 approved by the Kirkland City Council for summary publication.

_____
City Clerk