



CITY OF KIRKLAND CITY COUNCIL

Penny Sweet, Mayor • Jay Arnold, Deputy Mayor • Neal Black • Kelli Curtis
Amy Falcone • Toby Nixon • Jon Pascal • 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 20, 2020 5:30 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.

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.

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.

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. 2021-2022 Human Services Grant Recommendations
 - (1) Human Services CARES Act Update
4. *EXECUTIVE SESSION*
 - a. To Discuss Potential Litigation
5. *HONORS AND PROCLAMATIONS*
 - a. Domestic Violence Awareness Month Proclamation
 - b. National Code Compliance Month Proclamation
 - c. Urban and Community Forest Appreciation Month Proclamation
6. *COMMUNICATIONS*
 - a. *Announcements*
 - b. *Items from the Audience*

c. *Petitions*

7. *PUBLIC HEARINGS*

8. *SPECIAL PRESENTATIONS*

- a. COVID-19 Update
- b. Resolution R-5434 Update

9. *CONSENT CALENDAR*

a. *Approval of Minutes*

(1) October 06, 2020

b. *Audit of Accounts*

c. *General Correspondence*

d. *Claims*

(1) Claims for Damage

e. *Award of Bids*

(1) Maintenance Center Storm Water Pollution Prevention Plan Upgrades

(2) NE 116th Street Crosswalks Upgrade

f. *Acceptance of Public Improvements and Establishing Lien Period*

(1) 2019 Neighborhood Safety Program Projects

g. *Approval of Agreements*

h. *Other Items of Business*

(1) Resolution R-5449, Authorizing the City Manager to Execute a Real Property Purchase and Sale Agreement for Acquisition of Property Within the Green Loop Corridor

(2) Declaration of a Surplus Vehicle

(3) August 2020 Financial Dashboard

(4) Procurement Report

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.

***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.

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.

10. BUSINESS

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.

- a. Draft 2021 State Legislative Priorities Agenda
- b. Totem Lake Connector – Award of Bid
- c. Spinney Homestead Regional Facility – Phase 1 Update
- d. Cedar Creek Culvert Replacement – Update
- e. Public Art for Fire Station 24 – Cultural Arts Commission Recommendation
- f. Sustainability Master Plan Review

11. REPORTS

- a. *City Council Regional and Committee Reports*
- b. *City Manager Reports*
 - (1) Calendar Update

12. ITEMS FROM THE AUDIENCE

13. ADJOURNMENT

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.



CITY OF KIRKLAND
Department of Parks & Community Services
123 5th AVE, Kirkland, WA 98033 425.587.3300
www.kirklandwa.gov

MEMORANDUM

To: Kurt Triplett, City Manager

From: Lynn Zwaagstra, Director
Leslie R. Miller, Human Services Supervisor
Human Services Commission

Date: October 8, 2020

Subject: 2021-2022 HUMAN SERVICES GRANT FUNDING RECOMMENDATIONS

RECOMMENDATION:

City Council receive a report and presentation on the Human Services Commission grant funding recommendations for the 2021 – 2022 biennium.

BACKGROUND DISCUSSION:

Human services grant funding supports adopted City Council goals. For example, the Human Services Element of the Comprehensive Plan states that it is a City goal to “create a community in which all members have the ability to meet their basic physical, economic and social needs, and the opportunity to enhance their quality of life.”

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. These general fund dollars have been one of two types of funding. The first are dollars that are assumed to be in each budget, called “ongoing base budget” dollars. Some years, the City Council has agreed to provide additional funding to meet increased human services needs. These funds are not guaranteed to be available in a future biennium. These dollars are referred to as “one-time” supplemental funding. During the last budget cycle, the City Council increased the ongoing base budget for human services from \$701,758 to \$969,237. In addition, the City Council authorized one-time funding in the amount of \$241,889.

In the last few years, the City of Kirkland has added several sources of funding streams to support human services for Kirkland residents.

Community Development Block Grant (CDBG)

Since it became a Joint Agreement City in the King County Urban Consortium in 2015, the City has been able to allocate part of its share of the public services funds from federal Community Development Block Grant (CDBG) program. The estimated amount for 2021 is \$38,931.

Enhanced Police Services and Community Safety Ballot Measure (Prop 1)

In 2018 Kirkland voters approved a 0.1% public safety sales tax that provided additional funding for police and human services initiatives, including enhanced police services, school resource officers, a Mental Health Professional and a second Neighborhood Resource Officer, a gun safety program and human services funding to address homelessness, mental health needs, domestic violence and youth suicide prevention. Funding from this measure to support human services grants for 2021 is expected to be \$310,000. An additional \$100,000 is allocated directly to the Kirkland Women and Family Shelter.

State House Bill 1406

At its May 19, 2020 meeting, City Council passed Ordinance O-4727 establishing a local sales and use tax for affordable and supportive housing as allowed by Substitute House Bill 1406. The tax is required to benefit people with an income at or below 60 percent of King County median income. House Bill 1406 revenues will be received for 20 years. The City Manager is recommending that these funds be utilized in 2021 and 2022 for rental assistance due to the impact of the COVID-19 pandemic on low-income tenants. Future allocations of the revenue stream will likely support Kirkland's housing efforts through A Regional Coalition for Housing (ARCH). The collection cap for the City of Kirkland in 2021 is estimated to be \$211,749.

Multi Family Tax Credit Agreement with Kirkland Sustainable (MFTE)

In the fall of 2019, the City entered into an agreement with Kirkland Sustainable Investments, LLC (KSI) to offer new affordable rental housing units and City (and other public sector) employee rental housing units in downtown Kirkland. Part of this agreement called for "the payment to the City of 65% of KSI's property tax savings for use by the City to invest in low-income housing programs and in support of the Eastside Women and Family Shelter." For the first three years of this agreement the City is supporting housing navigators and client move-in assistance to families and women staying at the new Kirkland Place for Families and Women. The amount in 2021 is expected to be \$38,862.

The following table provides overall approved funding amounts made available for grants since 2013.

City of Kirkland Funding for Human Services Grants 2013 – 2022

Year	Population	Ongoing Base Budget	Supplemental One-time Funding	CDBG	Community Safety Prop 1	WA HB 1406	MFTE	Total Funding	Per Capita
2013	81,730	\$656,944	\$44,814	\$0	\$0		\$0	\$701,758	\$8.59
2014	82,590	\$656,944	\$44,814	\$0	\$0		\$0	\$701,758	\$8.49
2015	83,460	\$656,944	\$114,679	\$24,470	\$0		\$0	\$796,093	\$9.54
2016	84,680	\$656,944	\$129,679	\$29,892	\$0		\$0	\$816,515	\$9.64
2017	86,080	\$701,758	\$171,149	\$30,691	\$0		\$0	\$903,598	\$10.50
2018	87,240	\$701,758	\$171,149	\$33,687	\$0		\$0	\$906,594	\$10.39
2019	88,940	\$969,237	\$241,889	\$36,664	\$148,818		\$0	\$1,396,608	\$16.01
2020	90,660	\$969,237	\$241,889	\$38,931	\$248,818		\$38,862	\$1,537,737	\$16.96
2021	90,660	\$969,237	\$241,889	\$38,931	\$310,000	\$211,668	\$38,862	\$1,598,919 ¹	\$17.64
2022	90,660	\$969,237	\$241,889	\$38,931	\$310,000	\$211,668	\$38,862	\$1,598,919 ¹	\$17.64

¹ As proposed in the City Manager's 2021-2022 budget

B. Application and Review Process

In May of this year, the City received 2021-2022 grant applications from community agencies requesting support for the critical services that help to meet the basic and emergency needs of Kirkland residents. Both the number of applications and the total amount requested increased from the previous biennium.

Application Comparison:

Budget Period	Applications	Amount Requested	Application Requests Funded
2013-2014	75	\$1,794,000	\$1,403,516
2015-2016	71	\$2,341,848	\$1,612,617
2017-2018	81	\$2,824,124	\$1,810,194
2019-2020	92	\$4,080,740	\$2,585,132
2021-2022	98	\$4,818,742	TBD

Staff developed draft recommendations to present to the Human Services Commission based upon the following factors: City legislation and direction; community goal areas; regional collaboration; priority areas determined by the Human Services Commission in 2018 and early 2020; equity training; conversations with Human Services Commission members post-pandemic; needs arising out of the COVID-19 crisis; and the disparate societal outcomes for people of color stemming from systemic racism with special attention to the needs of black/African American people, Indigenous people, Latinx people and Pacific Islanders.

The categories below represent the factors used in analysis and consideration of grant awards.

Municipal Code Evaluation Criteria: The criteria established for grant applicants in the original legislation authorizing the City's grant program 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

City Council and Comprehensive Plan Directive:

Comprehensive Plan Policy 5.1 – "Regularly assess local human service needs and provide leadership in the development of services to address newly identified needs."

Community Goal Areas: First developed by the United Way of King County, and later adopted by several local jurisdictions including Bellevue, Redmond, Seattle, King County, and Kirkland, these Community Goal Areas reflect the belief that all people should have:

Goal #1: Food to Eat and a Roof Overhead

- Food Security
- Emergency services if unhoused

Goal #2: Supportive Relationships within Families, Neighborhoods and Communities

- Social Support
- Legal Assistance
- Access to services

Goal #3: Safe Haven from All Forms of Violence and Abuse

- Domestic Violence Survivor Support
- Support to Address Child Abuse & Neglect
- Sexual Assault, Rape, and Child Sexual Abuse Survivor Services

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

Past Performance: To ensure responsible use of public funds by current and previous grantees, current and prior contract performance was reviewed for all agencies that have previously received funding from the City.

Shared Learning on Community Needs: Since its formation in 2017, the focus of the HSC has been preparing for grant allocation processes. For the HSC to better understand the needs of the community and some of the services that are provided, community partners briefed the HSC. These conversations provided important entry points into the services that are provided and the remaining challenges in the community.

Human Services Commission Priority Areas from 2018: Upon formation of the HSC, City Council members requested that Commissioners proactively identify Kirkland needs and actively address those needs with recommendations to distribute grant funding. Correspondingly, the HSC decided that certain areas of service needed to be prioritized regardless of the funding amount available. While the HSC recognized the need to support the full continuum of basic needs of the community, they decided to prioritize making greater investments in the most critical areas of concern first, and then advocate for other program areas.

Priority Area 1 Emergency Homelessness Services
 Civil Legal Services with an Emphasis on Homelessness Prevention

Priority Area 2 Behavioral Health Services

Domestic Violence and Sexual Assault Services
 Select Services for Children in Crisis
 System Navigation Services

Priorities 3 and 4 Additional areas of important community services including education, employment and medical and dental services.

HSC Early 2020 Review of 2018 Priorities: In early 2020 the Commission reaffirmed its priorities and added emergency financial assistance to priority area 1.

Spring 2020 Equity Lens Training:

Kirkland contracted with Sama Praxis, LLC on behalf of Bellevue, Kirkland, Redmond and Sammamish to provide equity lens training to prepare for grant making. Below are the guiding principles of the trainer, Sarah Tran. The full training PowerPoint is included as **Attachment A**.

Guiding Principles

- **IMPACT:** Prioritize communities of color and other communities who have experienced persistent historic and systemic oppression that leave them furthest from justice and opportunity. This is where you can have the biggest impact and the needs are greatest.
- **REFLECTIVE:** Invest in organizations whose staff AND leadership reflect the communities they serve. They know better than anyone the unique lived experiences, strengths and barriers that their communities face.
- **COMMUNITY TRUST:** Invest in organizations that have the trust of the communities they propose to serve and can demonstrate it in how they design and adapt their services to community needs.
- **AGENCY & POWER:** Support programs that promote the self-determination and agency of their clients and works to redistribute power to disenfranchised communities.
- **SYSTEMS CHANGE:** Identify organizations and programs whose approach goes beyond treating the “symptoms” of the problem—but instead recognizes and seeks to disrupt the root causes and systems that create inequities. They work to build and influence new systems and practices that advance equity.
- **RACIAL JUSTICE:** Support organizations that are committed to working towards racial justice in their internal operations and external programming and partnerships. Racial justice is not just the absence of discrimination and inequities, but also the presence of deliberate systems and support to achieve racial equity through proactive and preventative measures.

A summary of the eastside human services city staff efforts over the last two years to make the application process more equitable is included as **Attachment B**.

The 2020 Context: The new economic realities of the economic recession, disparities in the impact of the coronavirus in our community and the reckoning of the devastation caused by systemic racism and white supremacy have created additional high priority areas:

- Since the onset of the pandemic access to food has become a higher community priority area.
- The needs of those disproportionately impacted by the pandemic and racism, especially Black people, Indigenous people, Latinx people and Pacific Islanders have been more apparent to the community.

- Just as emergency financial assistance is needed to help limit the number of new people losing their housing, services to address the isolation, anxiety and depression many people are experiencing and prevent the need for serious behavioral health treatment are needed. Please note the category “Fostering Well-Being.” Another benefit to prioritizing programs that address well-being is that there are a number of culturally specific support programs that affirm and support traditionally marginalized communities in a way that the mainstream behavioral health treatment system has been unable to do.

C. 2021-2022 Funding Recommendations

City staff presented the following recommendations to the Human Services Commission for their consideration at their August 13th meeting.

The following programs are proposed to be funded using ongoing fund sources.

Emergency Homelessness Services

- | | |
|---|-----------|
| • Catholic Community Services of King County—New Bethlehem Place | \$100,000 |
| • Congregations for the Homeless—24/7 Enhanced Shelter | \$98,931 |
| • Friends of Youth—Drop-In Services | \$35,000 |
| • Friend of Youth—Youth and Young Adult Shelters | \$35,000 |
| • LifeWire—Emergency Shelter | \$23,608 |
| • The Sophia Way—Helen’s Place—Day Center & Emergency Shelter | \$150,000 |
| • Kirkland Street Outreach [set aside for Kirkland-based program] | \$49,750 |

Services Navigation

- | | |
|--|----------|
| • Crisis Connections—King County 2-1-1 | \$12,500 |
|--|----------|

Food & Essential Supplies

- | | |
|--|----------|
| • Eastside Baby Corner—Meeting Basic Needs for Children | \$11,318 |
| • Hopelink—Emergency Food | \$54,473 |
| • Lake Washington Schools Foundation—Pantry Packs | \$10,000 |
| • MAPS—Muslim Community Resource Center—Food & Gas Card Distribution | \$10,000 |
| • Sound Generations—Meals on Wheels | \$11,976 |

Financial Assistance, Case Management and Legal Support to Remain Housed

- | | |
|---|-----------|
| • Attain Housing—Stable Home Program | \$35,000 |
| • Eastside Legal Assistance Program—Housing Stability Program | \$100,000 |
| • Hopelink—Financial Assistance Resiliency Program | \$35,000 |
| • Hopelink—Family Development | \$23,200 |
| • King County Bar Foundation—Pro Bono Services | \$5,000 |
| • LifeWire—Housing Stability Program | \$15,000 |

Fostering Well-Being

- | | |
|--|----------|
| • Crisis Connections—24-Hour Crisis Line | \$7,500 |
| • Hero House—Employment | \$10,000 |

• India Association of Western Washington—Mental Health	\$5,000
• Families of Color Seattle—Parent Groups for Families of Color	\$10,000
• <i>Latinx Support</i> [set aside for program creation after community outreach]	\$35,000
• NAMI Eastside—Individual & Family Support, Educational Programs and Resource & Referrals	\$5,600
• Northwest Parkinson’s Foundation—Isolation Outreach Initiative	\$1,800
• Youth Eastside Services—Family Net	\$60,000
• Boys & Girls Clubs of King County—Boys & Girls Club of Kirkland	\$10,000
• Crisis Connections—Teen Link	\$10,000
• <i>Indigenous Family Support</i> [set aside for program support after outreach]	\$6,825
• PROVAIL—School-to-Work Transition Program	\$15,000
• Youth Eastside Services—Early Childhood Behavioral Health	\$40,000
• Youth Eastside Services—Latins Programs	\$35,894
• Youth Eastside Services—Community Based Outreach Services	\$35,003

Behavioral Health Interventions

• Asian Counseling and Referral Service—Children, Youth and Family Program	\$26,013
• Asian Counseling and Referral Service—Whole Health Orientated Mental Health Program	\$7,500
• IKRON—Behavioral Health Services	\$35,000
• IKRON—Integrated Employment Services	\$15,000
• Kindering—Child Care and Preschool Consultation	\$20,000
• Therapeutic Health Services—Drug & Alcohol Treatment	\$14,872
• Youth Eastside Services—Behavioral Health Care for Children and Youth	\$60,000

Support for Domestic Violence and Sexual Assault Survivors

• Consejo Counseling and Referral Service—Domestic Violence Community Advocate Program	\$15,000
• Eastside Legal Assistance Program—Legal Services	\$20,000
• Harborview Medical Center—Center for Sexual Assault & Traumatic Stress	\$9,580
• King County Sexual Assault Resource Center—Comprehensive Sexual Assault Advocacy Services	\$20,560
• LifeWire—Survivor Advocacy Services	\$70,000

The following programs were recommended to be funded with one-time supplemental funding, if available. The City Manager included this service package recommendation in his 2021-2022 budget.

Homeless and Housing Services

• Friends of Youth—TLP Housing for Homeless Young Adults and Young Families	\$20,917
• Hopelink—Housing	\$21,012
• Imagine Housing—Supportive Services	\$30,000
• MAPS—Muslim Community Resource Center—Housing for Single Women	\$7,500
• The Sophia Way—Sophia’s Place Extended Stay Shelter and Resource Center	\$12,240

Support Services for Older Adults and People with Disabilities

• Catholic Community Services of King County—Volunteer Services	\$6,250
• Northshore Senior Center—Adult Day Health and Wellness Program	\$10,250

- Sound Generations—Volunteer Transportation \$8,000

Dental and Medical Services

- Bridge Disability Ministries—Meyer Medical Equipment Center \$5,000
- HealthPoint—Primary Dental Care \$16,000
- HealthPoint—Primary Medical Care \$16,000

Cultural Navigation & Immigrant and Refugee Support Services

- Chinese Information and Service Center—Family Resource Support Program \$7,500
- India Association of Western Washington—Cultural Navigation Program \$5,000
- MAPS—MCRC—Information, Referrals & Resources \$15,000
- Jewish Family Service—Refugee & Immigrant \$15,000

Education and Employment Assistance

- Bellevue College—Center for Career Connections \$5,062
- Child Care Resources—Information and Referral/Technical Assistance \$7,500
- Hopelink—Adult Education \$10,000
- Hopelink—Employment \$10,000
- YWCA of Seattle-King-Snohomish—Eastside Employment Program \$13,658

The following programs were not prioritized for funding:

- Babies of Homelessness—Basic Needs Services for Families Experiencing Homelessness
- Catholic Community Services of King County—Emergency Assistance Program
- Congregations for the Homeless—Up and On Housing
- Congregations for the Homeless—Year-Round Rotating Shelter
- Congregations for the Homeless—Housing Navigation
- Congregations for the Homeless—Outreach
- Humanize Homelessness—Connected Hub (CoHub)
- Kits for Peace—Providing Kits for the homeless in Puget Sound
- Northshore Schools Foundation—M.I.L.K. Money
- The Salvation Army – Eastside—Eastside Corps Social Services
- Assistance League of the Eastside—Operation School Bell
- Athletes for Kids—AFK Youth Mentoring
- Center for Human Services—Family Support Centers
- Chinese Information and Service Center—Russian Senior Day Program
- Community Homes, Inc.—Housing Readiness Workshop Series for Adults with Intellectual/Developmental Disabilities
- India Association of Western Washington—Human Services
- Lake Washington Schools Foundation—LINKS Mentoring
- MAPS—Muslim Community Resource Center—Refugee and Immigrant Assistance
- Youth Eastside Services—Success Mentoring
- The One Love Foundation in Honor of Yeadley Love—One Love Washington Cities Program
- Alpha Supported Living Services—Alpha Health Services Program
- Alpha Supported Living Services—Community Projects Program
- Bridge Disability Ministries—The Guardianship Program
- Center for Human Services—Behavioral Health Clinical Program
- Easterseals Washington—Eastside Adult Services Center
- Kindering—Families in Transition
- Kindering—Parenting Plus
- NAMI Eastside—NAMI in the Schools

- Rainier Valley Corps DBA Congolese Integration Network—Congolese Health Board Program
- Washington Autism Alliance & Advocacy—Family Autism Service Navigation, Advocacy, and Supports
- Washington Poison Center—Emergency Services
- Wonderland Development Center—Play & Learn
- Wonderland Developmental Center—The Next Level
- AtWork!—Community Liaison
- Fair Housing Center of Washington—Fair Housing Education
- Hopelink—Financial Capabilities

These numbers are slightly different than the totals reviewed by the HSC in August. In September, staff learned about two changes that reduced the amount available for the above recommendations. First, the projected amount of money available from the MFTE program was reduced from \$98,467 to \$38,862. Second, the calculated cost of the new Wellbeing Coordinator position that would support Prop 1 human services and mental health programs increased from \$116,625 to \$140,000. Staff was able to identify other sources of funding to make up the difference. First, there was higher than originally projected revenue from Prop 1 in 2020 for the women and family shelter as well as the human services and mental health programs. Second, staff identified that the 2019-2020 civil legal pilot funding would not be fully expended by the end of the year. By utilizing the additional 2020 Prop 1 dollars and the projected remaining pilot funds, the deficit was erased, and the recommendations could remain intact.

The Human Services Commission Recommendations

The Human Services Commission affirmed the staff recommendations presented to them in August, but also recommended that 14 programs be more fully funded and that 4 programs be added to the recommendation list. (The HSC additional recommendations total **\$240,306 per year/\$480,612** for the biennium.) What follows are the recommendations presented above with the Human Services Commission's additions in **bold**. **Attachment C** presents the Human Services Commission recommendations for 2021-2022 in a summary spreadsheet. Very brief program descriptions are included.

Emergency Homelessness Services

- | | |
|---|---------------------------|
| • Catholic Community Services of King County—New Bethlehem Place | \$100,000 |
| • Congregations for the Homeless—24/7 Enhanced Shelter | \$98,931 |
| • Friends of Youth—Drop-In Services | \$35,000 + \$6,000 |
| • Friend of Youth—Youth and Young Adult Shelters | \$35,000 + \$6,000 |
| • LifeWire—Emergency Shelter | \$23,608 |
| • The Sophia Way—Helen's Place—Day Center & Emergency Shelter | \$149,234 |
| • Kirkland Street Outreach [set aside for Kirkland-based program] | \$49,750 |

Services Navigation

- | | |
|--|----------|
| • Crisis Connections—King County 2-1-1 | \$12,500 |
|--|----------|

Food & Essential Supplies

- | | |
|---|----------|
| • Eastside Baby Corner—Meeting Basic Needs for Children | \$11,318 |
|---|----------|

- | | |
|---|----------------------------|
| • Hopelink—Emergency Food | \$54,473 + \$27,487 |
| • Lake Washington Schools Foundation—Pantry Packs | \$10,000 |
| • MAPS—Muslim Community Resource Center—Food & Gas Card
Distribution | \$10,000 |
| • Sound Generations—Meals on Wheels | \$11,976 |

Financial Assistance, Case Management and Legal Support to Remain Housed

- | | |
|---|---------------------------|
| • Attain Housing—Stable Home Program | \$35,000 |
| • Eastside Legal Assistance Program—Housing Stability Program | \$100,000 |
| • Hopelink—Financial Assistance Resiliency Program | \$35,000 + \$1,828 |
| • Hopelink—Family Development | \$23,200 + \$3,800 |
| • King County Bar Foundation—Pro Bono Services | \$5,000 |
| • LifeWire—Housing Stability Program | \$15,000 + \$8,677 |

Fostering Well-Being

- | | |
|---|------------------|
| • Crisis Connections—24-Hour Crisis Line | \$7,500 |
| • Hero House—Employment | \$10,000 |
| • India Association of Western Washington—Mental Health | \$5,000 |
| • Families of Color Seattle—Parent Groups for Families of Color | \$10,000 |
| • <i>Latinx Support</i> [set aside for program creation after community outreach] | \$35,000 |
| • NAMI Eastside—Individual & Family Support, Educational Programs and
Resource & Referrals | \$5,600 |
| • NAMI Eastside—NAMI in the Schools | + \$5,000 |
| • Northwest Parkinson’s Foundation—Isolation Outreach Initiative | \$1,800 |
| • Youth Eastside Services—Family Net | \$60,000** |
| • Boys & Girls Clubs of King County—Boys & Girls Club of Kirkland | \$10,000 |
| • Crisis Connections—Teen Link | \$10,000 |
| • <i>Indigenous Family Support</i> [set aside for program support after outreach] | \$6,825 |
| • PROVAIL—School-to-Work Transition Program | \$15,000 |
| • Youth Eastside Services—Early Childhood Behavioral Health | \$40,000 |
| • Youth Eastside Services—Latinos Programs | \$35,894 |
| • Youth Eastside Services—Community Based Outreach Services | \$35,003 |

**Since the Human Services Commission made their recommendations, staff has been working with colleagues at the City of Redmond and the Lake Washington School District to determine if the Family Net program is the most effective way to support families who are furthest from educational justice moving forward. City, school district and Youth Eastside Services staff have worked together over the last couple of years to improve the functioning and outcomes of the program. This fall, city and school district staff determined that another nonprofit agency, Communities in Schools has a model of service that is likely better able to meet the needs of student and the families who are furthest from educational justice. Conversations between staff of the City of Redmond, the City of Kirkland, Lake Washington School District, Communities in Schools Renton-Tukwila and Communities in Schools Washington are in process. If Council concurs with this recommendation, the \$60,000 grant will be allocated to Communities in Schools.

Behavioral Health Interventions

- Asian Counseling and Referral Service—Children, Youth and Family Program \$26,013 + **\$4,117**
- Asian Counseling and Referral Service—Whole Health Orientated Mental Health Program \$7,500 + **\$2,500**
- IKRON—Behavioral Health Services \$35,000 + **\$19,000**
- IKRON—Integrated Employment Services \$15,000 + **\$4,800**
- Kindering—Child Care and Preschool Consultation \$20,000 + **\$26,907**
- Therapeutic Health Services—Drug & Alcohol Treatment \$14,872
- Youth Eastside Services—Behavioral Health Care for Children and Youth \$60,000 + **\$61,561**

Support for Domestic Violence and Sexual Assault Survivors

- Consejo Counseling and Referral Service—Domestic Violence Community Advocate Program \$15,000
- Eastside Legal Assistance Program—Legal Services \$20,000
- Harborview Medical Center—Center for Sexual Assault & Traumatic Stress \$9,580
- King County Sexual Assault Resource Center—Comprehensive Sexual Assault Advocacy Services \$20,560
- LifeWire—Survivor Advocacy Services \$70,000 + **\$28,541**

Homeless and Housing Services

- **Congregations for the Homeless—Year-Round Rotating Shelter** + **\$11,000**
- Friends of Youth—TLP Housing for Homeless Young Adults and Young Families \$20,917
- Hopelink—Housing \$20,000
- Imagine Housing—Supportive Services \$30,000
- MAPS—Muslim Community Resource Center—Housing for Single Women \$7,500
- The Sophia Way—Sophia’s Place Extended Stay Shelter and Resource Center \$12,240

Support Services for Older Adults and People with Disabilities

- Catholic Community Services of King County—Volunteer Services \$6,250
- **Community Homes, Inc.—Housing Readiness Workshop Series for Adults with Intellectual/Developmental Disabilities** + **\$5,000**
- **Kindering—Families in Transition** + **\$5,000**
- Northshore Senior Center—Adult Day Health and Wellness Program \$10,250
- Sound Generations—Volunteer Transportation \$8,000

Dental and Medical Services

- **Alpha Supported Living Services—Alpha Health Services Program** + **\$5,000**
- Bridge Disability Ministries—Meyer Medical Equipment Center \$5,000
- HealthPoint—Primary Dental Care \$16,000
- HealthPoint—Primary Medical Care \$16,000
- **Washington Poison Center—Emergency Services** + **\$6,471**

Cultural Navigation & Immigrant and Refugee Support Services

- Chinese Information and Service Center—Family Resource Support Program \$7,500
- India Association of Western Washington—Cultural Navigation Program \$5,000
- MAPS—MCRC—Information, Referrals & Resources \$15,000
- Jewish Family Service—Refugee & Immigrant \$15,000

Education and Employment Assistance

- Bellevue College—Center for Career Connections \$5,062
- Child Care Resources—Information and Referral/Technical Assistance \$7,500 + **\$1,617**
- Hopelink—Adult Education \$10,000
- Hopelink—Employment \$10,000
- YWCA of Seattle-King-Snohomish—Eastside Employment Program \$13,658

The following programs were not prioritized for funding:

- Babies of Homelessness—Basic Needs Services for Families Experiencing Homelessness
- Catholic Community Services of King County—Emergency Assistance Program
- Congregations for the Homeless—Up and On Housing
- Congregations for the Homeless—Housing Navigation
- Congregations for the Homeless—Outreach
- Humanize Homelessness—Connected Hub (CoHub)
- Kits for Peace—Providing Kits for the homeless in Puget Sound
- Northshore Schools Foundation—M.I.L.K. Money
- The Salvation Army – Eastside—Eastside Corps Social Services
- Assistance League of the Eastside—Operation School Bell
- Athletes for Kids—AFK Youth Mentoring
- Center for Human Services—Family Support Centers
- Chinese Information and Service Center—Russian Senior Day Program
- India Association of Western Washington—Human Services
- Lake Washington Schools Foundation—LINKS Mentoring
- MAPS—Muslim Community Resource Center—Refugee and Immigrant Assistance
- Youth Eastside Services—Success Mentoring
- The One Love Foundation in Honor of Yeardeley Love—One Love Washington Cities Program
- Alpha Supported Living Services—Community Projects Program
- Bridge Disability Ministries—The Guardianship Program
- Center for Human Services—Behavioral Health Clinical Program
- Easterseals Washington—Eastside Adult Services Center
- Kinderling—Parenting Plus
- Rainier Valley Corps DBA Congolese Integration Network—Congolese Health Board Program
- Washington Autism Alliance & Advocacy—Family Autism Service Navigation, Advocacy, and Supports
- Wonderland Development Center—Play & Learn
- Wonderland Developmental Center—The Next Level
- AtWork!—Community Liaison
- Fair Housing Center of Washington—Fair Housing Education
- Hopelink—Financial Capabilities

The City of Kirkland has been able to fund on average 70% of human services grant requests during each budget cycle over the last ten years. In 2019-2020 approximately 67.5% of grant requests were funded. If all the programs above were funded as recommended, approximately 78% of the requests would be funded in 2021-2022.

The last update to the human services grants recommendations from the City Manager is to utilize House Bill 1406 funds for rental assistance in 2021 and 2022. The City will issue an RFP for the distribution of these funds upon the adoption of the 2021-2022 budget in December.

Next Steps

Staff will be seeking City Council direction on the final grant funding amounts to be included in the December biennial budget adoption.

- Does the City Council concur with including the human services grant amounts in the City Manager's preliminary budget?
- Does the Council want to consider funding the additional \$480,612 (\$240,306 each year) recommended by the Human Services Commission recommendations as part of the final budget deliberations?
- Does the Council need additional information about any of these programs or recommendations to help inform decision making?

CARES Act Support for Human Services

At the October 20th study session, staff will also provide the Council with an update on how Kirkland's CARES Act money will be invested to support human services programs. There is no memo for the CARES Act item, but staff will be making a PowerPoint presentation about the funding and responding to Council questions. The CARES Act information would normally be presented as part of the COVID-19 update, but there is significant overlap with the human services grant recommendations. Staff felt it was more helpful to provide the information at the same time as the human services grant briefing.

Attachment A – Equity Lens Training PowerPoint

Attachment B – 2019-2020 Efforts to Address Equity in the Human Services Grant Application Process

Attachment C – 2021-2022 Human Services Commission Recommendations for Grant Allocations

Attachment A: Equity Lens Training

Equity at the Forefront

Joint Human Services Commission
Equity Training
April 2020

Sarah Tran
Sama Praxis Consulting

Goals

- Why and how to put equity at the forefront when reviewing applications
- Address common biases that often show up in the review/grantmaking process
- Q&A

Agreements

- ❖ Speak for yourself – Use I statements
- ❖ Listen deeply and listen to learn
- ❖ Experience discomfort and stay actively engaged
- ❖ Accept and expect non-closure
- ❖ Agree that racism and other forms of systemic oppression still exists
- ❖ Maintain confidentiality

Now more than ever...

COVID-19 is NOT the "Great Equalizer" – it is the Earthquake that is revealing America's fault lines

- More likely to live in densely populated areas due to housing segregation
- Higher rates of underlying health conditions
- Live further from grocery stores and medical facilities
- Multi-generational households
- Over-represented in jails, prisons, detention centers
- Over-represented in service industries labeled "essential" jobs
- Lack of representation in high level decision-making

Stigmatization has increased...

- “Chinese” or “foreign” virus
- Coronavirus panic has sparked racist incidents against Asian Americans
- Asian-owned businesses are some of the hardest hit and were the earliest to bear the brunt of COVID-19 racism
- Black, Latinx, and other people of color have to weigh the risks of COVID-19 against that of wearing a mask when they are already stereotyped as dangerous

Racial Equity

Equity is full and equal access to opportunities, power, and resources so that all people achieve their full potential and thrive. Racial equity is at the core of equity.

It is distinct from diversity, which can simply mean variety. It is not equality, or “same treatment” which doesn’t take into account differing needs or disparate outcomes.

Systemic equity involves a robust system and dynamic process consciously designed to create, support, and sustain social justice

Guiding Principles

- **IMPACT:** Prioritize communities of color and other communities who have experienced persistent historic and systemic oppression that leave them furthest from justice and opportunity. This is where you can have the biggest impact and the needs are greatest.
- **REFLECTIVE:** Invest in organizations whose staff AND leadership reflect the communities they serve. They know better than anyone the unique lived experiences, strengths and barriers that their communities face.
- **COMMUNITY TRUST:** Invest in organizations that have the trust of the communities they propose to serve and can demonstrate it in how they design and adapt their services to community needs.

Guiding Principles

- **AGENCY & POWER:** The program promotes the self-determination and agency of their clients and works to redistribute power to disenfranchised communities
- **SYSTEMS CHANGE:** The organization and program approach goes beyond treating the “symptoms” of the problem – but instead recognizes and seeks to disrupt the root causes and systems that create inequities. It works to build and influence new systems and practices that advance equity.
- **RACIAL JUSTICE:** The organization is committed to working towards racial justice in its internal operations and external programming and partnerships. Racial justice is not just the absence of discrimination and inequities, but also the presence of deliberate systems and support to achieve racial equity through proactive and preventative measures

Our **UNCONSCIOUS** minds deal with

11,000,000,000
pieces of information per second

Our **CONSCIOUS**
minds can process

40

To cope, we have all developed unconscious hacks

HELPFUL



It is **advantageous** to rapidly associate “tiger” with “danger”

NOT HELPFUL



It is **limiting** to judge a person’s abilities based on superficial associations

3 Types of Biased Thinking



Implicit Stereotyping

unconscious attribution of particular qualities to a member of a certain group



Similarity Bias

pattern of unconsciously favoring members of one's in-group over out-group members



Confirmation Bias

tendency to search for, interpret, favor, and recall information in a way that confirms one's beliefs or hypotheses

Common Biases in Grantmaking

- ❖ Lack of mastery of English writing skills or jargon \neq competence, skill, or experience. The reverse also holds true – the mastery of these things does not equal competence.
- ❖ Western cultures favor a linear problem-solution presentation while non-Western cultures tend to utilize storytelling and a more holistic presentation of the issue
- ❖ Valuing approaches that have been deemed best practices or evidence-based over community-driven, culturally-based, grassroots approaches

- ❖ Only valuing the multilingual capacity of an ethnic-based organization and not recognizing the value of their cultural expertise, empathy, and responsiveness
- ❖ Expecting all organizations name their strengths directly - many communities of color have a hard time calling attention to our skills and assets – it's seen as bragging. We are also impacted by internalized oppression.
- ❖ Penalizing grassroots organizations who seem to be "doing too much." Grassroots orgs often need to do it all. Their communities are impacted by multiple issues. This is a resourcing inequity issue not a lack of strategy or leadership.

- ❖ Not recognizing that community-based organizations are actually EXPERTS at reaching and collecting honest information from their community due to pre-established trust and cultural understanding.
- ❖ Only looking for frontline staff who reflect the community served instead of examining the entire organization, particularly the leadership level where decision-making power is held.
- ❖ Over-scrutinizing overhead costs
- ❖ Assuming that because we don't understand something or it's the not the way we would have done it – that it's not going to be effective for anyone else. Trust that communities know what they need.

Take Aways

- Continue to seek out your own biases and do the work to practice dismantling them
- Actively invest in those community-based organizations who you believe can do the work in ways that other mainstream organizations may not be able to.
- Work together to choose a group of organizations that will collectively meet the unique needs of each community, recognizing this requires multiple approaches

Q&A Time!

2019-2020 Efforts by Eastside City Human Services Staff to Create a More Equitable Grant Funding Process

Cities of Bellevue, Issaquah, Kirkland, Redmond & Sammamish

Information gathering (early 2019)

- Outreach to grassroots organizations and the human services community with a particular emphasis on those serving immigrants and refugees

Project Plan for Supporting Grassroots Organizations

Key questions: How do we ensure that our grantmaking process is equitable to all organizations serving our community? What is needed to build agency capacity? How do we ensure that our review process and policy/procedures are equitable? To answer these questions, we plan to get community input, review internal policies and procedures, and research best practices and other funding application processes.

Stakeholders Consulted:

- Grassroots immigrant organizations: agencies who have received funding; have applied for funding, but not received it; and agencies who have never applied for city funding
- Alliance of Agencies Pivot Point—group conversation
- Eastside Refugee and Immigrant Coalition—group conversation

Joint Human Services Commission debrief of city application process and the equity training (April 2019)

- Follow up planned in September

Suburban City Review of demographic requirements (Summer 2019)

- Discussion of the tension between the stress and fear that some residents experience from being asked demographic information, the burden on agencies to collect the information and the need we have to ensure that agencies are serving those most in need of service.
- Review of data that is required versus optional to reduce impact to non-profits.

Education for city Human Services Commissions (Sept 2019)

- September Joint Human Services Commission meeting with a presentation by Vu Le with follow up conversations between Commission members.

Suburban City Review and Rewrite of the Application (Fall 2019)

Goals

- Create a streamlined application that asks only for information that is needed to make funding decisions to reduce the burden of applying. This includes not requiring demographic spreadsheet to be completed as part of the application process for agencies and programs not currently funded.
- Reduced up-front requirements for new agencies (e.g. demographics) which will only be required if funded.
- Include questions that allow for CBOs to demonstrate their value and effective practices.
- Follow up survey conducted to assess whether improvements were made and/or needed.

Education effort to support small organizations who had not applied (October 2019)

- Assembled a spreadsheet with each city's contract requirements in order to ensure more transparency.
- Individual invitations by a city staff member to an evening information session in October 2019 for agencies who wanted to learn about the application process in advance.

Contracted with Communities Rise to offer technical assistance with application preparation to CBOs (early 2020)

- Contract will be complete following the last feedback received from Communities Rise. It is due after all funding decisions finalized (December)

Contracted with Sama Praxis LLC for equity training for Human Services Commissions (2020)

- Contract will be complete following debrief with Commissions and staff

Pandemic Funding (2020)

- Human Services staff prioritized funding opportunities for COBs whose mission is focused on supporting underserved populations including grants to agencies not previously funded.

Attachment C: 2021-2022 Human Services Commission Recommendations for Kirkland Human Services Grants

PROGRAM REQUESTS				RECOMMENDED ALLOCATIONS							
Goal Area	Agency Program Description	2020 \$ Awarded	2021 \$ Requested	Ongoing General Fund \$	Carry Over from 2019-2020	Prop 1 CDBG	MFTE	WA HB 1406	2019-2020 one-time funds	Additional one-time requested	Totals
2	India Association of Western Washington <i>mental health support for youth and seniors</i>	N/A	\$35,000	\$5,000							\$5,000
2	Families of Color Seattle <i>10-week parent groups for families of color</i>	N/A	\$10,000	\$10,000							\$10,000
4	NAMI Eastside <i>peer-led mental health support groups, training and information & referral</i>	\$3,500	\$5,600			\$5,600					\$5,600
4	NAMI Eastside <i>suicide prevention program in the schools</i>	\$3,500	\$5,250							\$5,000	\$5,000
4	Northwest Parkinson's Foundation <i>isolation outreach, information & Referral and classes</i>	N/A	\$1,800	\$1,800							\$1,800
2	Communities in the School <i>case management support for families and students in partnership with the Lake Washington School District</i>	N/A	N/A	\$60,000							\$60,000
2	SET ASIDE Indigenous Family Support	N/A	N/A	\$6,825							\$6,825
2	SET ASIDE Latinx Family Support	N/A	N/A	\$35,000							\$35,000
2	Boys & Girls Clubs of King County <i>academic and youth development programs at the Kirkland Club</i>	\$10,000	\$10,000			\$10,000					\$10,000
4	Crisis Connections <i>teen one-on-one peer support, resource booklets and suicide prevention training</i>	\$7,500	\$10,072			\$10,000					\$10,000
5	PROVAIL <i>School-to-Work job coaching for developmentally disabled teens and young adults</i>	\$10,000	\$15,000	\$15,000							\$15,000
4	Youth Eastside Services <i>preventative evidence-based strategies from birth to age 7 (including Spanish-speaking staff)</i>	\$38,583	\$45,039			\$40,000					\$40,000
2	Youth Eastside Services <i>support program for Latinx youth</i>	N/A	\$35,894			\$35,894					\$35,894
2	Youth Eastside Services <i>support program for African-American youth (to temporarily replace KTUB services)</i>	\$30,179	\$35,003			\$35,003					\$35,003
SUBTOTALS		\$121,762	\$173,658	\$143,625	\$0	\$283,997	\$0		\$0	\$5,000	\$432,622

Attachment C: 2021-2022 Human Services Commission Recommendations for Kirkland Human Services Grants

PROGRAM REQUESTS				RECOMMENDED ALLOCATIONS							
Goal Area	Agency Program Description	2020 \$ Awarded	2021 \$ Requested	Ongoing General Fund \$	Carry Over from 2019-2020	Prop 1 CDBG	MFTE	WA HB 1406	2019-2020 one-time funds	Additional one-time requested	Totals
3	LifeWire <i>domestic violence survivor advocacy and counseling services</i>	\$98,200	\$98,541	\$70,000						\$28,541	\$98,541
SUBTOTALS		\$157,260	\$168,681	\$135,140	\$0	\$0	\$0		\$0	\$28,541	\$163,681
TOTALS		\$1,127,277	\$1,546,466	\$969,237	\$18,764	\$530,040	\$38,862		\$0	\$206,218	\$1,763,121

Attachment C: 2021-2022 Human Services Commission Recommendations for Kirkland Human Services Grants

PROGRAM REQUESTS				RECOMMENDED ALLOCATIONS							
Goal Area	Agency Program Description	2020 \$ Awarded	2021 \$ Requested	Ongoing General Fund \$	Carry Over from 2019-2020	Prop 1 CDBG	MFTE	WA HB 1406	2019-2020 one-time funds	Additional one-time requested	Totals
<i>recommend continuing 2019-2020 one-time funding to support the following investments:</i>											
HOMELESS AND HOUSING SERVICES											
1	Congregations for the Homeless <i>rotating overnight men's shelter (30)</i>	\$8,151	\$11,000							\$11,000	\$11,000
1	Friends of Youth <i>transitional housing with services for young adults/families experiencing homelessness (23)</i>	\$28,458	\$42,687						\$20,917		\$20,917
1	Hopelink <i>shelter (19 units), transitional (51) and permanent housing (35) & case management for families with children</i>	\$20,400	\$21,012						\$21,012		\$21,012
1	Imagine Housing <i>basic supplies, information & referral and community meals for residents</i>	\$30,000	\$32,700						\$30,000		\$30,000
1	MAPS--Muslim Community Resource Center <i>transitional housing for adult women</i>	\$5,000	\$24,000						\$7,500		\$7,500
1	The Sophia Way <i>case management and shelter for women & resource center services</i>	\$12,240	\$61,006						\$12,240		\$12,240
SUBTOTAL		\$104,249	\$192,405	\$0	\$0	\$0	\$0		\$91,669	\$11,000	\$102,669
SUPPORT SERVICES FOR OLDER ADULTS AND PEOPLE WITH DISABILITIES											
4	Alpha Supported Living Services <i>medical & dental appnt support for developmentally disabled residents</i>	\$2,000	\$5,000							\$5,000	\$5,000
2	Catholic Community Services of King County <i>volunteer chore and in-home care</i>	\$6,120	\$8,000						\$6,250		\$6,250
2	Community Homes, Inc. <i>housing education & navigation services for adults with intellectual and developmental disabilities</i>	\$5,000	\$5,000							\$5,000	\$5,000
4	Kindering <i>developmental screenings, evaluations and early intervention for children with disabilities experiencing homelessness</i>	\$4,591	\$22,792							\$5,000	\$5,000
4	Northshore Senior Center <i>adult day health and wellness</i>	\$10,200	\$12,000						\$10,250		\$10,250

Attachment C: 2021-2022 Human Services Commission Recommendations for Kirkland Human Services Grants

PROGRAM REQUESTS				RECOMMENDED ALLOCATIONS							
Goal Area	Agency Program Description	2020 \$ Awarded	2021 \$ Requested	Ongoing General Fund \$	Carry Over from 2019-2020	Prop 1 CDBG	MFTE	WA HB 1406	2019-2020 one-time funds	Additional one-time requested	Totals
4	Sound Generations <i>volunteers provide free transportation for essential appointments</i>	\$6,120	\$11,000						\$8,000		\$8,000
	SUBTOTALS	\$34,031	\$63,792	\$0	\$0	\$0	\$0		\$24,500	\$15,000	\$39,500
DENTAL AND MEDICAL SERVICES											
4	Bridge Disability Ministries <i>medical equipment loan program</i>	\$5,100	\$5,000						\$5,000		\$5,000
4	HealthPoint <i>primary dental care</i>	\$16,000	\$16,000						\$16,000		\$16,000
4	HealthPoint <i>primary medical care</i>	\$16,000	\$16,000						\$16,000		\$16,000
4	Washington Poison Center <i>emergency phone calls, community education, training</i>	\$5,000	\$6,471							\$6,471	\$6,471
	SUBTOTALS	\$42,100	\$43,471	\$0	\$0	\$0	\$0		\$37,000	\$6,471	\$43,471

Attachment C: 2021-2022 Human Services Commission Recommendations for Kirkland Human Services Grants

PROGRAM REQUESTS				RECOMMENDED ALLOCATIONS							
Goal Area	Agency Program Description	2020 \$ Awarded	2021 \$ Requested	Ongoing General Fund \$	Carry Over from 2019-2020	Prop 1 CDBG	MFTE	WA HB 1406	2019-2020 one-time funds	Additional one-time requested	Totals
CULTURAL NAVIGATION & IMMIGRANT AND REFUGEE SUPPORT SERVICES											
2	Chinese Information and Service Center <i>information & referral and educational workshops for the Russian and Chinese communities</i>	N/A	\$12,620						\$7,500		\$7,500
2	India Association of Western Washington <i>cultural navigation case management</i>	N/A	\$6,000						\$5,000		\$5,000
2	MAPS--Muslim Community Resource Center <i>information, referrals, & resources</i>	\$5,255	\$20,000						\$15,000		\$15,000
5	Jewish Family Service <i>employment, citizenship and legal services for immigrants and refugees</i>	\$15,300	\$25,000						\$15,000		\$15,000
SUBTOTALS		\$20,555	\$63,620	\$0	\$0	\$0	\$0		\$42,500	\$0	\$42,500
EDUCATION AND EMPLOYMENT ASSISTANCE											
5	Bellevue College <i>career services open to the community</i>	N/A	\$7,094						\$5,062		\$5,062
5	Child Care Resources <i>information & referrals and technical assistance for providers</i>	\$5,000	\$9,117						\$7,500	\$1,617	\$9,117
5	Hopelink <i>English for Work & GED education programs</i>	\$14,229	\$44,500						\$10,000		\$10,000
5	Hopelink <i>employment services</i>	\$10,200	\$50,000						\$10,000		\$10,000
5	YWCA of Seattle-King-Snohomish <i>BFET employment services w/emphasis on cultural needs of the Black/African American communities</i>	\$13,260	\$13,658						\$13,658		\$13,658
SUBTOTALS		\$42,689	\$124,369	\$0	\$0	\$0	\$0		\$46,220	\$1,617	\$47,837
TOTALS		\$243,624	\$487,657	\$0	\$0	\$0	\$0		\$241,889	\$34,088	\$275,977

Attachment C: 2021-2022 Human Services Commission Recommendations for Kirkland Human Services Grants

PROGRAM REQUESTS				RECOMMENDED ALLOCATIONS							
Goal Area	Agency Program Description	2020 \$ Awarded	2021 \$ Requested	Ongoing General Fund \$	Carry Over from 2019-2020	Prop 1 CDBG	MFTE	WA HB 1406	2019-2020 one-time funds	Additional one-time requested	Totals
5	<i>AtWork!</i> supported employment for people living with developmental disabilities	\$6,000	\$8,500								
5	<i>Hopelink</i> financial coaching and education	N/A	\$17,000								
5	2020 FUNDING FOR PROGRAMS NOT ASKING FOR 2021-2022 FUNDING	\$53,657	\$0								
SUBTOTALS		\$199,405	\$396,275								
TOTALS		\$1,570,306	\$2,430,398	\$969,237	\$18,764	\$530,040	\$38,862		\$241,889	\$240,306	\$2,039,098

Human Services Continuum Goal Areas			
1	Food to Eat and Roof Over Head	4	Health Care to Be as Physically and Mentally Fit as Possible
2	Supportive Relationships within Families, Neighborhoods, and Communities	5	Education and Job Skills to Lead an Independent Life
3	A Safe Haven from All Forms of Violence and Abuse		



CITY OF KIRKLAND
Department of Parks & Community Services
123 5th Avenue, Kirkland, WA 98033 425.587.3300
www.kirklandwa.gov

MEMORANDUM

To: Kurt Triplett, City Manager

From: Lynn Zwaagstra, Director
Leslie R. Miller, Human Services Supervisor

Date: September 25, 2020

Subject: DOMESTIC VIOLENCE AWARENESS MONTH PROCLAMATION

RECOMMENDATION:

That the Mayor proclaim October 2020 as Domestic Violence Awareness Month in Kirkland, Washington.

BACKGROUND DISCUSSION:

The purpose of National Domestic Violence Awareness Month is to promote an active community response against the scourge of domestic violence. Individuals may make a pledge of personal action utilizing the pledge form shared at the end of this memo.

LifeWire, the leading domestic violence agency in Washington State, encourages survivors, their loved ones, and concerned residents to learn more by calling the LifeWire Helpline at 425-746-1940. Resources regarding Domestic Violence are available as well at the following websites:

LifeWire, www.lifewire.org
Washington State Coalition Against Domestic Violence, <https://wscadv.org>
National Coalition Against Domestic Violence, <https://ncadv.org>.

The COVID-19 pandemic has created more challenges and more danger for domestic violence survivors. Please go to the following LifeWire page to hear more from a LifeWire legal advocate and survivor services advocates. <https://www.lifewire.org/covid-19/>

Staff will post the proclamation online and provide a link to additional resources through the City of Kirkland website.

The Christian Coalition for Safe Families is appreciative of the Council's attention to National Domestic Violence Awareness Month.

Theresa Anderson, LifeWire Board Member, will accept the proclamation at Tuesday's meetings.



A PROCLAMATION OF THE CITY OF KIRKLAND

Designating October 2020 as "Domestic Violence Awareness Month" in Kirkland, Washington

WHEREAS, domestic violence is an issue affecting residents of Kirkland, regardless of age, gender, economic status, race, religion, nationality, or educational background; and

WHEREAS, on average, 20 people per minute experienced rape, physical violence, or stalking by an intimate partner in the United States; and

WHEREAS, over half of all female homicide victims are killed by intimate partners; and

WHEREAS, 30 percent of children exposed to intimate partner violence had their first exposure before the age of two, and an additional 26 percent had their first exposure between the ages of two and seven; and

WHEREAS, victims of domestic violence are more likely to experience long-term mental and physical health concerns including a higher risk of chronic disease, substance use, post-traumatic stress disorder, depression, and anxiety; and

WHEREAS, racism, homophobia, transphobia, ageism and discrimination based on physical ability, nationality or other factors help to perpetuate domestic violence and make finding safety even more difficult for some victims;

WHEREAS, challenges related to the COVID-19 global pandemic, including stressors such as unemployment, reduced income, limited resources, social support and having to stay at home have increased family violence and abuse. Although home is a sanctuary for most of us, it can be the most dangerous place for victims of domestic violence; and

WHEREAS, Kirkland joins with others across Washington and the nation in supporting victims of domestic violence, as well as local programs, state coalitions, national organizations, and other agencies nationwide who are committed to increasing public awareness of domestic violence and sending a clear message to abusers that domestic violence is not tolerated in Kirkland; and

WHEREAS, domestic violence impacts millions of people each year, but it can be prevented. Preventing domestic violence requires the collective voice and power of individuals, families, institutions, and systems to transform our communities.

NOW, THEREFORE, I, Penny Sweet, do hereby proclaim October 2020, as *Domestic Violence Awareness Month* in the City of Kirkland. Let us honor survivors by promoting peace in our own families, homes, and communities. Let us renew our commitment to end domestic violence and its brutal and destructive effects so that domestic violence has no future in Kirkland or beyond.

Signed this 6th day of October, 2020

Penny Sweet, 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: Christian Geitz, Planning Supervisor
Adam Weinstein, Planning and Building Director

Date: October 20, 2020

Subject: Designating October 2020 as "National Code Compliance Month" in Kirkland

RECOMMENDATION:

That the Mayor proclaim October 2020 as National Code Compliance Month in Kirkland.

BACKGROUND DISCUSSION:

The American Association of Code Enforcement and Washington Association of Code Enforcement recommends that October be designated as National Code Compliance Month to honor and recognize the City's efforts in Code Enforcement and the associated multi-disciplinary team of staff comprised of members from almost every City of Kirkland department. This is an opportunity to highlight the important function of Code Enforcement in the City and the contributions that Code Enforcement staff members have made to improve the quality of our community. The purpose of the proclamation is to advance public and professional interest in Code Enforcement. Code Compliance Officers primarily resolve code violations through a variety of means, including education, negotiation, voluntary correction, and mediation. Their case work includes the investigation and processing of various complaint topics including sources of water pollution, property maintenance and cleanup, building code violations, tree removal, and noise from general sources as well as development activity.

Within the Planning and Building Department, Cindy Kersey and Shannon Sedlacek fill the two Code Compliance Officer positions and manage the investigation and processing of hundreds of cases each year, working with property owners and the community to seek compliance through respectful engagement and application of City codes. Their diligent work, along with the support of members of the Code Enforcement Planning and Building Team, along with several other representatives on the Citywide Taskforce allow them to manage and close out over 6,000 cases in the last 10 years.

Shannon Sedlacek and Cindy Keirseay will represent the City of Kirkland Code Enforcement Team at the October 20 Council meeting to receive the proclamation.



A PROCLAMATION OF THE CITY OF KIRKLAND

Designating October 2020 as "National Code Compliance Month" in Kirkland, Washington

WHEREAS, Code Compliance Officers provide for the safety, health and welfare of residents within the City of Kirkland through the enforcement of building, zoning, housing, animal control, fire safety, environmental, and other codes and ordinances; and

WHEREAS, Code Compliance Officers are dedicated, well-trained and highly responsible individuals who share the goals of preventing neighborhood deterioration, enhancing communities, ensuring safety, and preserving property values through knowledge, training, and application of City Codes; and

WHEREAS, the Code Compliance Program works closely with all City Departments to protect the health, safety, environment, and infrastructure of the City and its residents and visitors by achieving compliance with codes and policies through education and outreach; and

WHEREAS, the collaborative approach across multiple City Departments has led to greater coordination and the development of reasonable, efficient, and effective solutions that help individuals and the community reach positive compliance outcomes; and

WHEREAS, Code Compliance Officers are called upon to provide quality customer service and excellence to the residents and businesses in Kirkland; and

WHEREAS, the American Association of Code Enforcement and Washington Association of Code Enforcement have selected October to honor and recognize our Code Compliance Officers as an opportunity to highlight the contributions these individuals have made to the quality of our communities, to celebrate accomplishments in making collective decisions concerning our City that bring quality and meaning to our lives, and to recognize the participation and dedication of code compliance officers who have contributed their time and expertise to the improvement of communities throughout Washington State and the United States; and

WHEREAS, we recognize the many valuable contributions and continued commitment to public service made by the Code Compliance Officers throughout the City of Kirkland;

NOW, THEREFORE, I, Penny Sweet, Mayor of Kirkland, do hereby proclaim October as "*Code Compliance Month*".

Signed this 20th day of October, 2020

Penny Sweet, 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
Jeremy McMahan, Deputy Director, Planning & Building

Date: October 7, 2020

Subject: 2020 URBAN AND COMMUNITY FOREST APPRECIATION MONTH

Staff Recommendation

That the Mayor proclaim October 2020 as Urban and Community Forest Appreciation Month in Kirkland.

Background

Attached is the proclamation declaring October 2020 as Urban and Community Forest Appreciation Month in the City of Kirkland (Attachment 1).

Each year Kirkland proclaims and celebrates Arbor Day as one of several actions to maintain its Tree City USA status. Due to the COVID-19 health crisis, the National Arbor Day Foundation revised its 2020 standards, waiving Arbor Day event requirements.

To avoid public gatherings yet encourage Washingtonians to reflect upon the value of trees to our communities and appreciate their many benefits, Governor Jay Inslee proclaimed the month of October 2020 as Community and Urban Forestry Month (Attachment 2).

By proclaiming October 2020 as Urban and Community Forest Appreciation Month in Kirkland, we commemorate that the community values its urban forest and recognize the steps taken towards preserving, planting and maintaining it. For the remainder of this month, let's

- Consider the immense contributions from Green Kirkland Partnership volunteers
- Appreciate City staff managing public trees in parks and along streets
- Recognize the importance of a healthy urban forest in meeting Kirkland's sustainability goals
- Acknowledge the effort of the community in planting and nurturing trees on private property
- Acknowledge that we are currently developing the next Six-Year Urban Forest Work Plan for 2020 to 2026

In keeping with the revised National Arbor Day Foundation standards for 2020, Kirkland will still submit an annual work plan and budget to maintain its status as a Tree City USA for its nineteenth consecutive year.

Attachments:

- A. 2020 Urban and Community Forest Appreciation Month Proclamation
- B. State of Washington Community and Urban Forestry Month Proclamation



A PROCLAMATION OF THE CITY OF KIRKLAND

Proclaiming October 2020 as Urban and Community Forest Appreciation Month in Kirkland, Washington

WHEREAS, Arbor Day is typically observed to celebrate, plant and care for trees; and

WHEREAS, due to the global COVID-19 pandemic, public gatherings are restricted, and the National Arbor Day Foundation waived its Arbor Day celebration requirement; and

WHEREAS, Governor Jay Inslee has proclaimed October 2020 as Urban and Community Forestry Month in Washington State, encouraging all people to reflect on the value of trees, appreciate their many benefits and recognize all that trees add to our communities; and

WHEREAS, a thriving urban forest that is well-managed and properly cared for is an essential feature of cities that are vibrant, healthy, resilient, sustainable, and successful; and

WHEREAS, Kirkland strives to preserve, plant, and manage its forests and trees for public benefits and quality of life, achieving "Tree City USA" status for 19 consecutive years, and

WHEREAS, fall is the best time for the Kirkland community to plant trees to take advantage of cooler temperatures and increased moisture, helping new trees to become established;

NOW, THEREFORE, I, PENNY SWEET, Mayor of Kirkland, do hereby proclaim October 2020 as Urban and Community Forest Appreciation Month in Kirkland, Washington.

Signed this 20th day of October, 2020

PENNY SWEET, Mayor

The State of Washington



Proclamation

WHEREAS, trees can beautify urban landscapes, reduce energy costs, and increase home values; keep our air clean to breathe and our water safe to drink; improve the physical and mental well-being of the public; and enhance the livability of our cities and towns; and

WHEREAS, trees in our communities sequester carbon from the atmosphere, decrease city temperatures on hot summer days, and mitigate the impacts of climate change; and

WHEREAS, a thriving urban forest that is well-managed and properly cared for is an essential feature of cities that are vibrant, healthy, resilient, sustainable, and successful; and

WHEREAS, local governments, tribes, non-profit organizations, educational institutions, private businesses, and the public have a shared responsibility for stewardship of community trees; and

WHEREAS, October is the best time to plant trees in Washington by taking advantage of the cooler temperatures and increased moisture, allowing newly-planted trees to become established in the landscape; and

WHEREAS, since 1991, the Washington State Department of Natural Resources' Urban and Community Forestry Program has provided leadership to help cities and towns create self-sustaining urban forestry programs that preserve, plant, and manage forests and trees for public benefits and quality of life;

NOW, THEREFORE, I, Jay Inslee, Governor of the state of Washington, do hereby proclaim the month of October 2020 as

Urban and Community Forestry Month

in Washington, and I encourage all people in our state to join me in this special observance by reflecting on the value of trees to our communities and appreciating their many benefits.

Signed this 9th day of September, 2020

Handwritten signature of Jay Inslee in blue ink.

Governor Jay Inslee





KIRKLAND CITY COUNCIL MEETING MINUTES
October 06, 2020

1. CALL TO ORDER

Mayor Sweet called the study session to order at 5:30 p.m. and called the regular meeting to order at 7:30 p.m.

2. ROLL CALL

ROLL CALL:

Members Present: Deputy Mayor Jay Arnold, Councilmember Neal Black, Councilmember Kelli Curtis, Councilmember Amy Falcone, Councilmember Toby Nixon, Councilmember Jon Pascal, and Mayor Penny Sweet.

Members Absent: None.

3. STUDY SESSION

a. Juanita Drive Intersection and Safety Improvements – Project Update

Public Works Project Engineer Laura Drake provided an update on the Juanita Drive Intersection and Safety Improvements Project and received direction on next steps.

b. Financial Forecast Update

Director of Finance and Administration Michael Olson presented an updated 2020-2026 General Fund forecast and a preview of the 2021-2022 General Fund Budget balancing and themes and responded to Council questions.

c. City Council Statement on Political Harassment

Assistant City Manager James Lopez shared a proposed draft statement for Council consideration and discussion.

Motion to Edit the City Council Statement on Political Harassment to change the third sentence in the third paragraph to strike the word "their", to strike the phrase, "and we condemn them." and to add a sentence directly following that says, "They are illegal and unacceptable."

Moved by Councilmember Kelli Curtis, seconded by Councilmember Amy Falcone
Vote: Motion carried 4-3

Yes: Deputy Mayor Jay Arnold, Councilmember Neal Black, Councilmember Kelli Curtis, and Councilmember Amy Falcone.

No: Councilmember Toby Nixon, Councilmember Jon Pascal, and Mayor Penny Sweet.

Motion to Further edit the City Council Statement on Political Harassment to change the third sentence in the third paragraph to add the word "their" to read "harassing neighbors or damaging their property".

Moved by Councilmember Amy Falcone, seconded by Councilmember Kelli Curtis
Vote: Motion carried 5-2

Yes: Councilmember Neal Black, Councilmember Kelli Curtis, Councilmember Amy Falcone, Councilmember Jon Pascal, and Mayor Penny Sweet.

No: Deputy Mayor Jay Arnold, and Councilmember Toby Nixon.

Council recessed for a break between the Study Session and Regular meeting.

4. HONORS AND PROCLAMATIONS

Mayor Sweet opened the regular meeting with a statement from the City Council on Political Harassment.

Following the Mayor's reading of the statement, Councilmember Nixon led a discussion of actions the City could take to facilitate voting.

a. Affordable Housing Week Proclamation

Mayor Sweet asked Councilmember Curtis to read the proclamation which was accepted by Imagine Housing Community Engagement Programs Manager Jen Boone.

5. COMMUNICATIONS

a. Announcements

b. Items from the Audience

David Hoffman
Santos Contreras
Joel Burt

c. Petitions

6. PUBLIC HEARINGS

None.

7. SPECIAL PRESENTATIONS

Assistant City Manager James Lopez reviewed the new Shop Local Kirkland Initiative, provided an update on the Kirkland CARES Relief Fund, and an update on work related to the Resolution R-5434 legislation and responded to Council questions.

- a. COVID-19 Update
 - (1) Shop Local Kirkland Initiative
- b. Resolution R-5434 Update

8. CONSENT CALENDAR

- a. Approval of Minutes
 - (1) September 15, 2020
 - (2) September 17, 2020
- b. Audit of Accounts

Payroll: \$4,245,907.70
Bills: \$7,971,691.79
SS915A wire #220
SS916A checks #714584 - 714668
SS916B wire #221
SS923A checks #714669 - 714904
SS923B wire #224
SS925A wire #222, 223
SS930A checks #714905 - 714906
SS930B checks #714907 - 915021
SS930C wire #226
SS102A wire #225
ACH

- c. General Correspondence
- d. Claims
 - (1) Claims for Damage

Claims received from Gayle Gray, Gary Hwang, Jeffery Pannell, Kimberly Sambrook, and Brennen Smith 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

h. Other Items of Business

- (1) Resolution R-5448, entitled "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KIRKLAND AUTHORIZING THE CITY MANAGER TO EXECUTE DOCUMENTS WITH THE WASHINGTON STATE RECREATION AND CONSERVATION OFFICE TO ASSIST IN FUNDING THE CROSS KIRKLAND CORRIDOR TRAIL LIGHTING PROJECT."

The resolution was approved via approval of the consent calendar.

- (2) NE 124th Street/113th Avenue NE Pedestrian Safety Enhancements – Authorization to Bid

The City is authorized to advertise for contractor bids for pedestrian safety enhancements at the intersection of NE 124th Street and 113th Avenue NE via approval of the consent calendar.

- (3) Major Development Projects List

The projects list was accepted via approval of the consent calendar.

- (4) Impact Fee Annual Report

The report was acknowledged via approval of the consent calendar.

- (5) August 2020 Sales Tax Report

The report was acknowledged via approval of the consent calendar.

- (6) Procurement Report

The report was acknowledged via approval of the consent calendar.

Motion to Approve the consent calendar.

Moved by Councilmember Amy Falcone, seconded by Councilmember Kelli Curtis

Vote: Motion carried 7-0

Yes: Deputy Mayor Jay Arnold, Councilmember Neal Black, Councilmember Kelli Curtis, Councilmember Amy Falcone, Councilmember Toby Nixon, Councilmember Jon Pascal, and Mayor Penny Sweet.

9. BUSINESS

a. Ground Floor Use Restrictions

Deputy Planning Director Jeremy McMahan presented options to allow walk-in urgent care clinics in Central Business District (CBD) zones requiring ground floor retail and received Council feedback to come back with a proposal for Option 1.

b. Public Projects Streamlining Code Amendments

Senior Planner Nick Cilluffo presented an overview of proposed amendments to the Kirkland Zoning Code and Municipal Code related to streamlining the review and approval process for public projects and received Council direction for next steps.

Council recessed for a short break.

c. 2021-2022 Utility Rates Adoption

Deputy City Manager Tracey Dunlap presented an overview of the ordinances presented for the Councils approval and responded to council questions.

- (1) Ordinance O-4735 and its Summary, entitled "AN ORDINANCE OF THE CITY OF KIRKLAND RELATING TO SOLID WASTE COLLECTION RATES FOR 2021 AND 2022 AND AMENDING SECTION 16.12.030 OF THE KIRKLAND MUNICIPAL CODE."
- (2) Ordinance O-4736 and its Summary, entitled "AN ORDINANCE OF THE CITY OF KIRKLAND RELATING TO DOMESTIC WATER SYSTEM CUSTOMER RATES FOR 2021 AND 2022 AND AMENDING SECTION 15.24.020 OF THE KIRKLAND MUNICIPAL CODE."
- (3) Ordinance O-4737 and its Summary, entitled "AN ORDINANCE OF THE CITY OF KIRKLAND RELATING TO SEWER SYSTEM CUSTOMER RATES FOR 2021 AND 2022 AND AMENDING TABLE 15.24.070 OF THE KIRKLAND MUNICIPAL CODE."
- (4) Ordinance O-4738 and its Summary, entitled "AN ORDINANCE OF THE CITY OF KIRKLAND RELATING TO MONTHLY SURFACE WATER UTILITY SERVICE RATES FOR 2021 AND 2022 AND AMENDING SECTION 15.56.020 OF THE KIRKLAND MUNICIPAL CODE."

Motion to Approve Ordinance O-4735, entitled "AN ORDINANCE OF THE CITY OF KIRKLAND RELATING TO SOLID WASTE COLLECTION RATES FOR 2021 AND 2022 AND AMENDING SECTION 16.12.030 OF THE KIRKLAND MUNICIPAL CODE"; Ordinance O-4736, entitled "AN ORDINANCE OF THE cm OF KIRKLAND RELATING TO DOMESTIC WATER SYSTEM CUSTOMER RATES FOR 2021 AND 2022 AND AMENDING SECTION 15.24.020 OF THE KIRKLAND MUNICIPAL CODE"; Ordinance O-4737, entitled "AN ORDINANCE OF THE CITY OF KIRKLAND RELATING TO SEWER SYSTEM CUSTOMER RATES FOR 2021 AND 2022 AND AMENDING TABLE 15.24.070 OF THE KIRKLAND MUNICIPAL CODE"; and Ordinance O-4738, entitled "AN ORDINANCE OF THE CITY OF KIRKLAND RELATING TO MONTHLY SURFACE WATER UTILITY SERVICE RATES FOR 2021 AND 2022 AND AMENDING SECTION 15.56.020 OF THE KIRKLAND MUNICIPAL CODE."

Moved by Councilmember Toby Nixon, seconded by Councilmember Jon Pascal

Vote: Motion carried 7-0

Yes: Deputy Mayor Jay Arnold, Councilmember Neal Black, Councilmember Kelli Curtis, Councilmember Amy Falcone, Councilmember Toby Nixon, Councilmember Jon Pascal, and Mayor Penny Sweet.

10. REPORTS

a. City Council Regional and Committee Reports

Councilmember Nixon requested support to have a future discussion around the issue of wheeled all-terrain vehicles on city streets; noise ordinance enforcement; modifying the business license rule for small scale landlords; rules around RV parking. The Council decided to defer consideration of these and other issues to their 2021 retreat when they will discuss Council priorities for the 2021 workplan. Councilmembers then shared information regarding an Association of Washington Cities listening session regarding regional transportation issues; the state financial audit exit conference; a King County-Cities Climate Collaboration letter regarding the Puget Sound Energy proposed sale of Colstrip Unit 4; an Association of Washington Cities (AWC) training on First Amendment considerations for local governments; a Town Hall Seattle Livestream on Policing the Second Amendment; the Washington State Legislature's Public Safety Committee meeting; the City of Kirkland electronics recycling event; an upcoming King County-Cities Climate Collaboration meeting; an upcoming King County Conservation District meeting; an upcoming Sound Cities Association Racial Equity and Justice conversation; the upcoming Sound Cities Association Public Issues Committee meeting; the upcoming Affordable Housing Week events; an upcoming roundtable on Building the Future of the Eastside; kudos to the Interview Selection Committee recommendation on providing a list of discussion topics to interview candidates in advance; an upcoming Sound Cities Association(SCA) northeastern King County cities subgroup and King County Regional Transit Committee meetings; the Washington Bike, Walk, Roll Summit; kudos to the Fire Chief and City Manager for recent Neighborhood meeting presentations; the upcoming Kirkland Police Department Awards and Swearing-In ceremony; Greater Kirkland Chamber of Commerce ribbon cutting for First Tech Credit Union; a King County Regional Law, Safety and Justice Committee meeting; a Washington Resource Inventory Area (WRIA) 8 Salmon Recovery Council meeting; an upcoming King County Combined Transportation Board meeting; the Eastside Race and Equity Summit; a Cultural Arts Commission meeting; a recent meeting concerning LGBTQ intersectionality; planning for a new 2021 Pride Eastside event; the Eastside Race and Leadership Summit; Eastside Human Services Forum meetings; an SCA meeting to discuss qualification requirements for the new King County Regional Homelessness Authority CEO; Eastside Embrace and racial justice events; ongoing discussions of Cities' approaches related to Washington State House Bill 1590 on homelessness/affordable housing funding; and a meeting with the City Manager Kurt Triplett and King County Councilmember Claudia Balducci.

(1) Draft Letter to Washington Utilities and Transportation Commission

Motion to Authorize Mayor Sweet to sign the draft letter to the Washington Utilities and Transportation Commission opposing Puget Sound Energy's proposed sale of Colstrip Unit 4 to NorthWestern Energy in Montana and Talen Montana and the associated Colstrip transmission capacity as proposed, at her discretion following her scheduled meeting with Puget Sound Energy.

Moved by Councilmember Kelli Curtis, seconded by Deputy Mayor Jay Arnold

Vote: Motion carried 6-1

Yes: Deputy Mayor Jay Arnold, Councilmember Neal Black, Councilmember Kelli Curtis, Councilmember Amy Falcone, Councilmember Jon Pascal, and Mayor Penny Sweet.

No: Councilmember Toby Nixon.

b. City Manager Reports

City Manager Kurt Triplett added some clarifying remarks related to WSHB 1590 and King County's proposed 0.01% sales tax increase to fund affordable housing. Councilmember Black noted additional items for the workplan discussion at the 2021 City Council retreat.

(1) Calendar Update

City Manager Kurt Triplett requested and received Council permission to wait to do a recruitment to fill recent vacancies on the Library Board and the Cultural Arts Commission until the normal recruitment in March.

11. ITEMS FROM THE AUDIENCE

None.

12. EXECUTIVE SESSION

a. To Discuss Potential Litigation

Mayor Sweet announced that the Council would enter into executive session to discuss potential litigation and would return to regular meeting at 10:45 p.m. for the purposes of adjournment only. At 10:45 the time was extended to 10:55, and at 10:55 the time was extended to 11:00 p.m.; the Council then returned to the regular meeting at 11:02 for adjournment. Also attending were City Manager Kurt Triplett, City Attorney Kevin Raymond, Police Chief Cherie Harris, Civilian Administrative Commander Melissa Petrichor, Corrections Lieutenant Shawn Stredwick, and Pacifica Law Group Partners Matt Segal and Kymberly Evanson.

13. ADJOURNMENT

The Kirkland City Council regular meeting of October 6, 2020 was adjourned at 11:05 p.m.

Kathi Anderson, City Clerk

Penny Sweet, 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: October 20, 2020
Subject: CLAIM(S) FOR DAMAGES

RECOMMENDATION

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

POLICY IMPLICATIONS

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

BACKGROUND DISCUSSION

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

- (1) Louis Bianchi
5407 108th Avenue NE
Kirkland, WA 98033

Amount: TBD

Nature of Claim: Claimant states unspecified damages have occurred to his residence interior following sewer construction on 108th Avenue NE.

- (2) Karen Eichelberger
8512 122nd Ave. NE #175
Kirkland, WA 98033

Amount: \$365.95

Nature of Claim: Claimant states damage occurred to the driver's side mirror of her stopped vehicle resulting from a collision with a Kirkland Fire Department Truck making a left turn in the intersection of 124th Avenue NE and NE 116th Street.

- (3) Kristin McNeely & Alex Walker
10427 NE 109th Street
Kirkland, WA 98033

Amount: TBD

Nature of Claim: Claimant states water damages occurred to a residential condominium unit at 9912 NE 116th Street, #103, resulting from storm drain overflow.

- (4) Stephanie Seehaus
4332 145th PL Southeast
Snohomish, WA 98296

Amount: \$50,000.00

Nature of Claim: Claimant states damages to her stopped vehicle and personal injuries resulted from being struck by a Kirkland Police vehicle at the intersection of Central Way and 5th Street.

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

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

MEMORANDUM

To: Kurt Triplett, City Manager

From: Catherine Okamura, P.E., Capital Projects Engineer
Rod Steitzer, P.E., Capital Projects Manager
Julie Underwood, Interim Public Works Director

Date: October 8, 2020

Subject: MAINTENANCE CENTER STORM WATER POLLUTION PREVENTION PLAN (SWPPP) UPGRADES - AWARD CONTRACT

RECOMMENDATION:

Staff recommends that the City Council award a contract for the construction of the Base Bid Schedule and Schedule B for the Maintenance Center Storm Water Pollution Prevention Plan (SWPPP) Upgrades Project to the lowest responsible bidder, Interwest Construction, Inc. of Burlington, WA, in the amount of \$767,421.77.

By taking action on this memo during approval of the consent calendar, City Council is authorizing the award of a construction contract.

BACKGROUND DISCUSSION:

The City of Kirkland (City) is a permittee under the National Pollutant Discharge Elimination System (NPDES) Phase II Municipal Stormwater Permit. The NPDES program is a requirement of the federal Clean Water Act and is implemented by the Department of Ecology in Washington State. The focus of the permit is to minimize the discharge of pollutants into the permittee's municipal separate storm sewer system (MS4), which then discharges into receiving waters (streams, wetlands, lakes, groundwater). To accomplish this, the Phase II Permit requires that all permittees develop a Stormwater Management Program (SWMP).

A required component of the SWMP is the implementation of an operations and maintenance (O&M) program designed to prevent or reduce illicit discharges from municipal operations and from municipally-owned stormwater facilities into the MS4. One requirement of the O&M program is the development of a Stormwater Pollution Prevention Plan for all City heavy equipment maintenance and storage yards, and material storage facilities. The SWPPP must be implemented at Kirkland's Maintenance Yard Facility located at 905 8th Street, Kirkland, Washington.

The Maintenance Center Storm Water Pollution Prevention Plan Upgrades (Project) is located in the City's Maintenance Yard and provides surface water upgrades to remain in compliance with the City's NPDES permit. This includes permanent cover and containment for decant materials,

street patching materials, and other potential erodible materials to prevent entry into the surface water drainage system or blown away by the wind.

As part of the Best Management Practices (BMPs) required by King County Code 9.12, covers must always be in place when a stockpile is not in active use. Existing stockpiles at the Maintenance Yard are currently covered with tarp to prevent erosion; however, the tarps must be manually placed and secured by staff when the materials do not need to be accessed. Benefits of permanent covered storage include a long-term solution for preventing erosion of materials and entering into the surface water drainage system, reliable protection and containment of the materials with more robust coverage, and more efficient operations at the Maintenance Yard by reducing the level of effort spent by staff to manually cover and secure frequently accessed stockpiles.

The Project consists of constructing covered storage bays for decant operations and potentially contaminated materials, and storm drain utility improvements. The bid consisted of a base bid and two alternative schedules as opportunities to add to the scope if favorable bids were received. The bid requirements are described as follows and shown in Attachment A, Vicinity Map:

- Base Bid Schedule meets the requirements of Kirkland’s NPDES permit (basis for award)
 - Bay 1-A will store street patching and asphalt waste materials.
 - Bay 4 will store decant spoils from maintenance operations including materials from street sweepers excavators, and trucks. The decant facility was installed in 2016 and allows liquid from material spoils to drain prior to waste haul of solids. Liquids are treated prior to discharge into the City’s sanitary sewer system.
- Alternate Bid Schedule A
 - Bay 1-B is for covered storage of vegetative spoils.
 - Alternate Bid Schedule B Bay 2 is for storage for potential erodible materials such as rock, gravel, and sand.

FUNDING:

With an engineer’s estimate of \$826,515.20 for the Base Bid Schedule, the Project was first advertised for contractor bids on September 9 and then on September 16. Bids were opened on September 23, 2020, with the City receiving four (4) contractor bids as shown in Table 1.

Table 1 – Bid Results

Contractor	Base Bid Schedule	Alternate Bid Schedule A	Alternate Bid Schedule B
Interwest Construction, Inc.	\$588,388.16	\$117,804.25	\$179,033.61
R.L. Alia Company	\$740,543.61	\$155,549.28	\$223,321.34
Rodarte Construction, Inc.	\$740,653.71	\$140,697.34	\$204,408.91
<i>Engineer’s Estimate</i>	<i>\$826,515.20</i>	<i>\$162,018.76</i>	<i>\$239,349.69</i>
Northwest Cascade, Inc.	\$1,212,872.61	\$229,808.98	\$353,814.61

Reference checks for Interwest Construction, Inc. were satisfactory, and the contractor has a history of successfully completing Public Works projects containing similar structural and utility components.

The Project is currently funded in the 2019-2024 CIP at \$1,040,000 with an additional funding of \$350,000 proposed in the 2021-2026 CIP for a total budget of \$1,390,000 (see Attachment B, Project Budget Report).

The total funding for options of award combinations of the Base Bid Schedule and Alternate Bid Schedules are shown below:

Table 2 – Funding vs Expenses Total (SDC 108)

Total Funding (Attachment B)	\$1,390,000		
Expenses	OPTION 1 Base Bid Only	OPTION 2 Base Bid + Alt Bid A	OPTION 3 Base Bid + Alt Bid B
Design/Inspection	\$225,477	\$232,477	\$235,477
Staff/Admin	\$195,180	\$195,180	\$212,480
Construction	\$588,388	\$706,192	\$767,422
Contingency (10%)*	\$58,839	\$70,619	\$76,742
Total Anticipated Expenses	\$1,067,884	\$1,204,468	\$1,292,121
Difference	+\$322,116	+\$185,532	+\$97,879

While it could have been possible to construct the base bid, Alternative Bid A and Alternative Bid B (all schedules), this option would have left a construction contingency less than the usual 10% contingency (5.8%); due to the complexity of the structural elements of the project, staff does not recommend this option at this time.

Based on the bid results, staff recommends awarding of the Base Bid and Alternate Bid Schedule B in the amount of \$767,421.77. Alternate Bid B was selected over Alternate Bid A because vegetative spoils stored in Bay 1-B, consisting mainly of prunings and tree trimmings, do not convey chemicals or fine materials that can be easily carried by water into the storm system compared to the materials stored in Bay 2. Since this recommendation does not include Alternative Bid A, staff will continue to manually cover the vegetation with plastic tarp.

Special inspection for geotechnical and structural elements to meet quality control requirements and in-house management and inspection are included within the current project funding level. This Project includes mostly vertical construction with some underground utility work. Staff recommends awarding this contract to meet the City's NPDES permit requirements and to also provide long-term benefits to both water quality and Maintenance Yard operations.

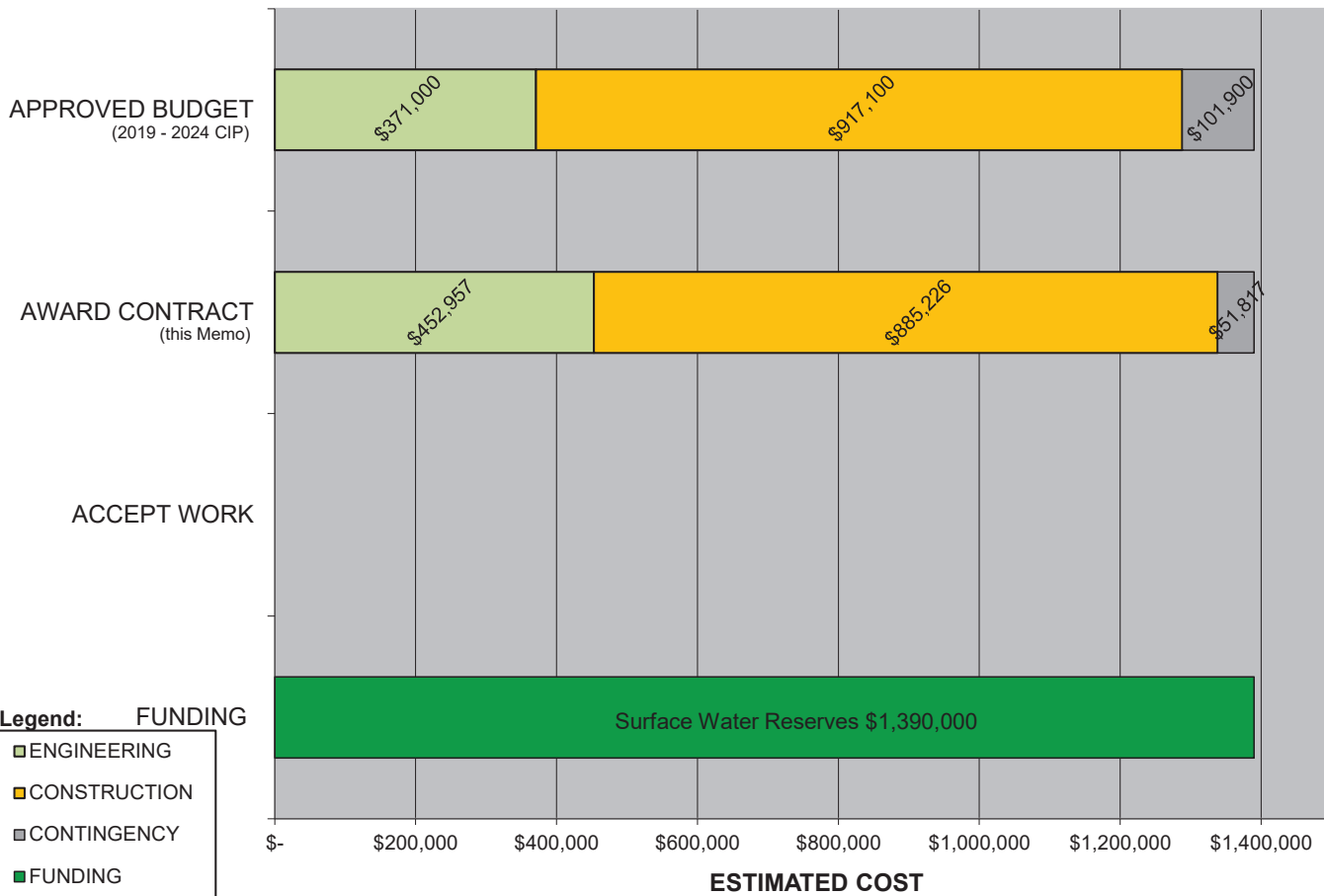
CONSTRUCTION PHASE:

The Project has an estimated 75-day construction duration and an award of the contract by City Council at its October 20th meeting will allow for a construction start in November 2020 with anticipated substantial completion in February 2021. In advance of construction, staff will send a construction informational mailer directly to nearby residents providing construction timelines and pertinent contact information. In addition, staff will add the Project's information to the [Public Works Projects Website](#), including the construction timeline and staff contact information.

Attachment A: Vicinity Map

Attachment B: Project Budget Report

**Maintenance Center Storm Water Pollution Prevention Plan (SWPPP) Upgrades
(SDC1080000)
PROJECT BUDGET REPORT**





CITY OF KIRKLAND

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

MEMORANDUM

To: Kurt Triplett, City Manager

From: Marius Eugenio Jr., P.E., Project Engineer
Rod Steitzer, P.E., Capital Projects Manager
Julie Underwood, Interim Public Works Director

Date: October 8, 2020

Subject: NE 116TH STREET CROSSWALKS UPGRADE—AWARD CONTRACT

RECOMMENDATION:

Staff recommends that the City Council award a contract for the construction of Schedules A and B for the NE 116th Street Crosswalks Upgrade (Project) to Westwater Construction Company of Renton, Washington, in the amount of \$176,430.00.

By taking action on this item during approval of the Consent Calendar, the Council is authorizing the award of a construction contract for the Project.

BACKGROUND DISCUSSION:

The City identified the need for improved pedestrian crossings on NE 116th Street in the Juanita neighborhood between 98th Avenue NE and 120th Avenue NE. Several school walk routes connect to and continue along this corridor, making safety a high priority. Two crosswalks already have been improved in this area with rectangular rapid flashing beacons (RRFB), and through this Project the City will construct an additional RRFB, upgrade two school zone flashing beacons (SZFB), and make other crosswalk safety enhancements at three other crosswalks along NE 116th Street (see Attachment A, Vicinity and Area Maps).

These improvements will increase safety for those walking between destinations north of NE 116th Street, such as McAuliffe Park, and destinations south of the NE 116th Street, such as Alexander Graham Bell Elementary School.

The Project was first advertised for contractor bids on September 3 and again on September 17, 2020. Four bids were received:

Contractor	Schedule A	Schedule B	Total Bid
Westwater Construction	\$152,180.00	24,250.00	\$176,430.00
Kamins Construction	\$152,945.74	\$27,307.00	\$180,252.74
Road Construction Northwest	\$174,400.75	\$18,300.00	\$192,700.75
R.W. Scott Construction	\$184,169.00	\$22,900.00	\$207,900.00
<i>Engineer's Estimate</i>	<i>\$236,375.00</i>	<i>\$27,500.00</i>	<i>\$263,875.00</i>

The engineer's estimate for both Schedules A and B was \$263,875.00. Each of the bids received was less than the engineer's estimate, with the lowest responsible total bid price from Westwater Construction being nearly \$90,000 less than the engineer's estimate. Staff has determined the low bid contractor meets all bidder criteria for a public works contract, and reference checks have been completed with satisfactory results. Therefore, staff recommends an award of both Schedule A and B to Westwater Construction Company in the total bid amount of \$176,430.00.

Schedule A includes: RFBs on NE 116th Street at 108th Avenue NE, and median repairs and upgrades on NE 116th Street at the intersections of 104th Avenue NE, 110th Avenue NE, and 113th Place NE.

Schedule B includes: replacing existing, dated SZFBs on NE 116th Street at the intersections of 109th Avenue NE and 111th Avenue NE.

Given the entire scope of work being constructed is located on one of the City of Kirkland's busiest east/west arterials, staff proposes to retain all of the funding for the Project in the event more traffic control is required. (see Attachments B, Project Budget Report).

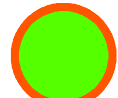
The Project has a specified forty-five working day construction schedule with a construction start in early December, 2020. The anticipated completion date for this project is early March, 2021. In advance of construction, staff will send an informational mailer directly to nearby residents that will provide construction timelines and pertinent contact information. Project information also will be updated and maintained on the [Project website](#).

Attachment A: Vicinity Map with Area Map Inset
Attachment B: Project Budget Report

This is project NMC0120100 and NMC012S100



Existing RRFB



Upgrading Existing SZFB

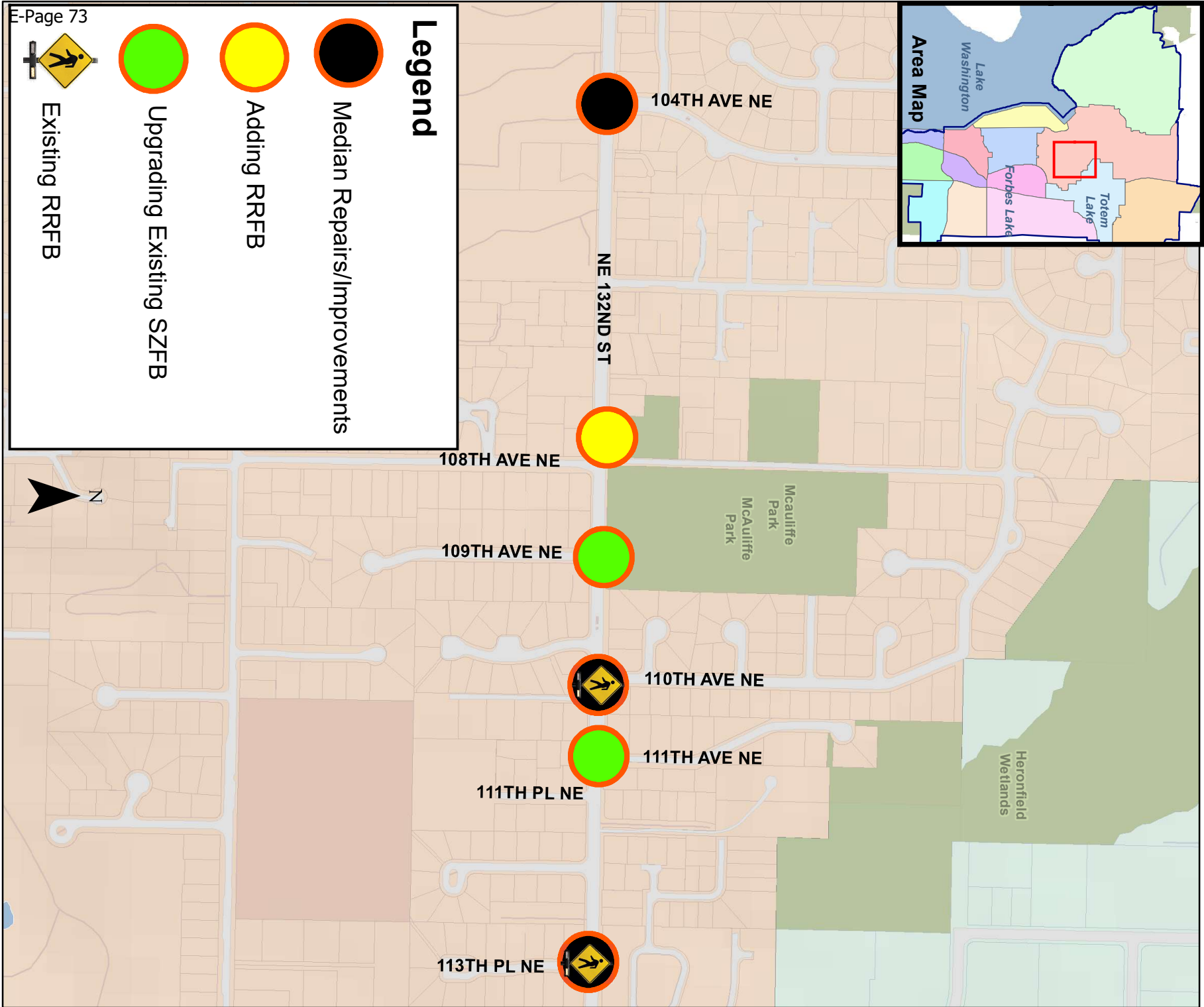
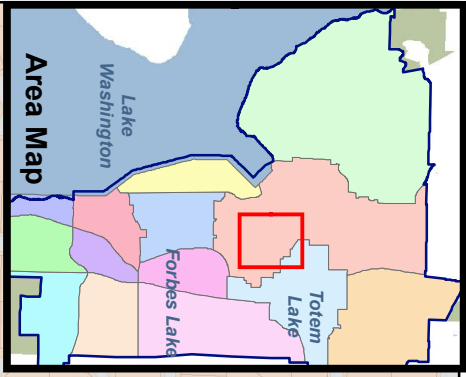


Adding RRFB



Median Repairs/Improvements

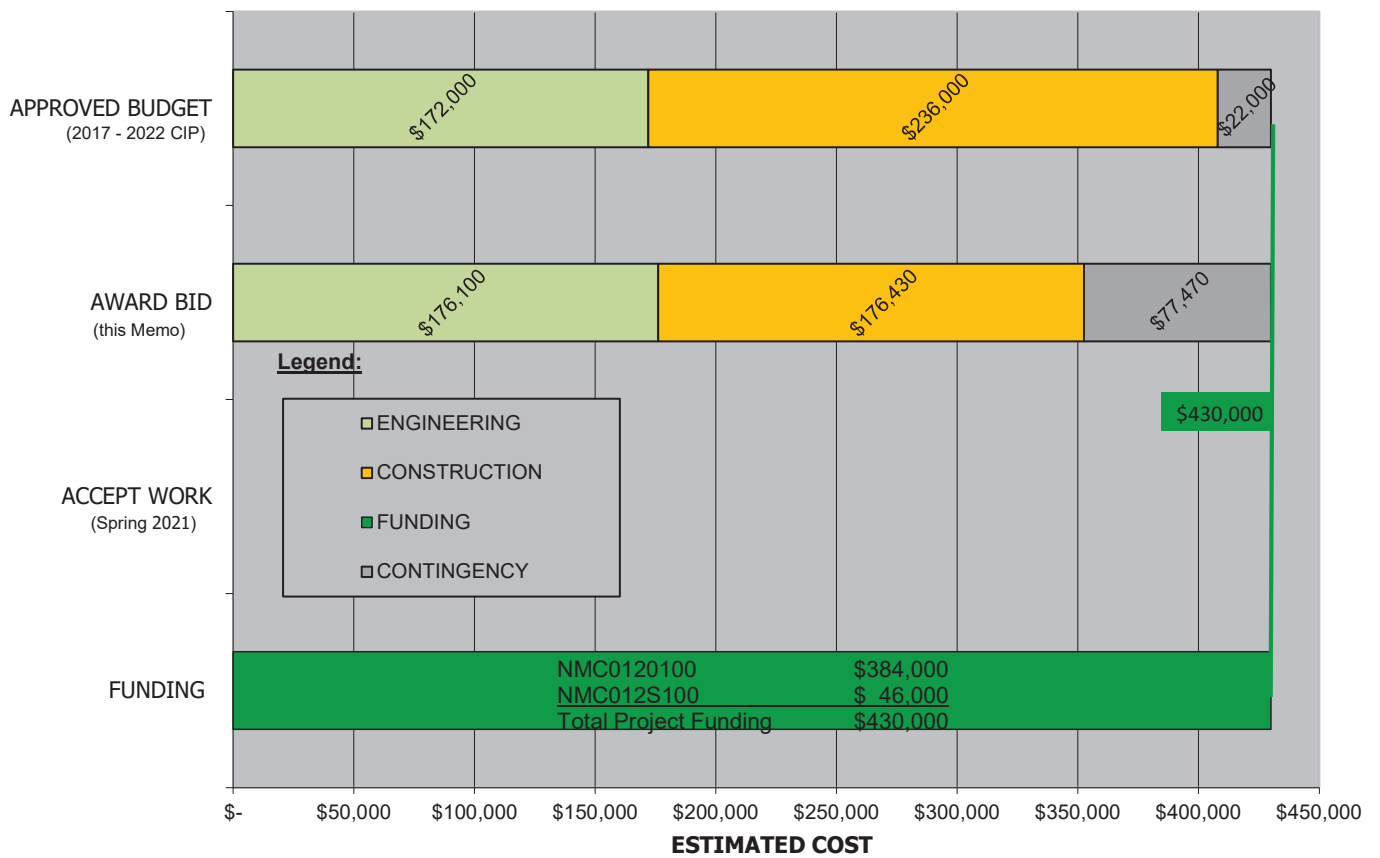
Legend



Vicinity Map
NE 116th Street Crosswalks Upgrade

NE 116th Street Crosswalks Upgrade (NMC0120100)

PROJECT BUDGET 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: Kari Page, Neighborhood Outreach Coordinator
Marius Eugenio Jr., P.E., Project Engineer
Hunter Richards, Capital Projects Coordinator
Rod Steitzer, P.E., Capital Projects Manager
Julie Underwood, Interim Public Works Director

Date: October 8, 2019

Subject: 2019 NEIGHBORHOOD SAFETY PROGRAM PROJECTS—ACCEPT WORK

RECOMMENDATION:

Staff recommends that the City Council:

- Accept the work for construction of 2019 Neighborhood Safety Program (NSP) projects completed by NPM Construction of Maple Valley, Washington, thereby establishing the statutory lien period; and
- Approve the transfer of remaining funds at the time of final Project close-out from the 2019 NSP Projects to the 2020 NSP Projects.

By taking action on this staff report during approval of the Consent Calendar, the City Council is accepting the work for the 2019 Project and authorizing the use of remaining funds for 2020 NSP projects.

BACKGROUND DISCUSSION:

The 2019 NSP cycle began in the fall of 2018, and in April 2019 the [City Council approved seven projects](#) prioritized by NSP Panel representatives and Public Works staff (see Attachment A, Map of 2019 Neighborhood Safety Program Projects). Projects were divided into three priority levels, with only the highest priority ones deemed likely to be funded. Funding for the second priority was to be determined after the engineering/bid documents and more specific cost estimating were complete. Further, the Council directed staff to research additional funding so that a rapid flashing beacon could be installed on 108th Avenue NE at NE 46th Street. The 2018 Program resulted in a savings of \$79,152, which was rolled forward to the 2019 Program (Fiscal Note with [2018 Phase 2 Projects Accept Work Memo](#)). In addition, at the March 27, 2020 City Council meeting, the City Council authorized the transfer of [\\$123,157 from the School Safety Zone Camera Program to fund a rapid flashing beacon crosswalk improvement in Evergreen Hill/Kingsgate on NE 132nd Street at 129th Avenue NE.](#)

All Council-approved NSP projects for 2019 were completed.

- 19NSP01: Raised sidewalk on corner of NE 134th Street at 87th Avenue NE;
- 19NSP02: Rapid flashing beacon on NE 132nd Street at 129th Place NE;
- 19NSP03: Traffic median island on Slater Avenue NE at NE 110th Street;
- 19NSP04: Intersection improvement on NE 87th Street at 114th Avenue NE;
- 19NSP05: Walkway on NE 120th Street between 93rd Place NE and 96th Avenue NE;
- 19NSP06: Crosswalk on Lakeview Drive north of 64th Street; and
- 19NSP07: Rapid flashing beacon on 108th Avenue at NE 46th Street.

At its [March 17, 2020](#) meeting, the City Council awarded the 2019 NSP construction contract to NPM Construction in the amount of \$375,128.60. Construction began on April 27, 2020 and the Project was considered physically complete on September 2, 2020, with total payments to the contractor being \$363,592.87.

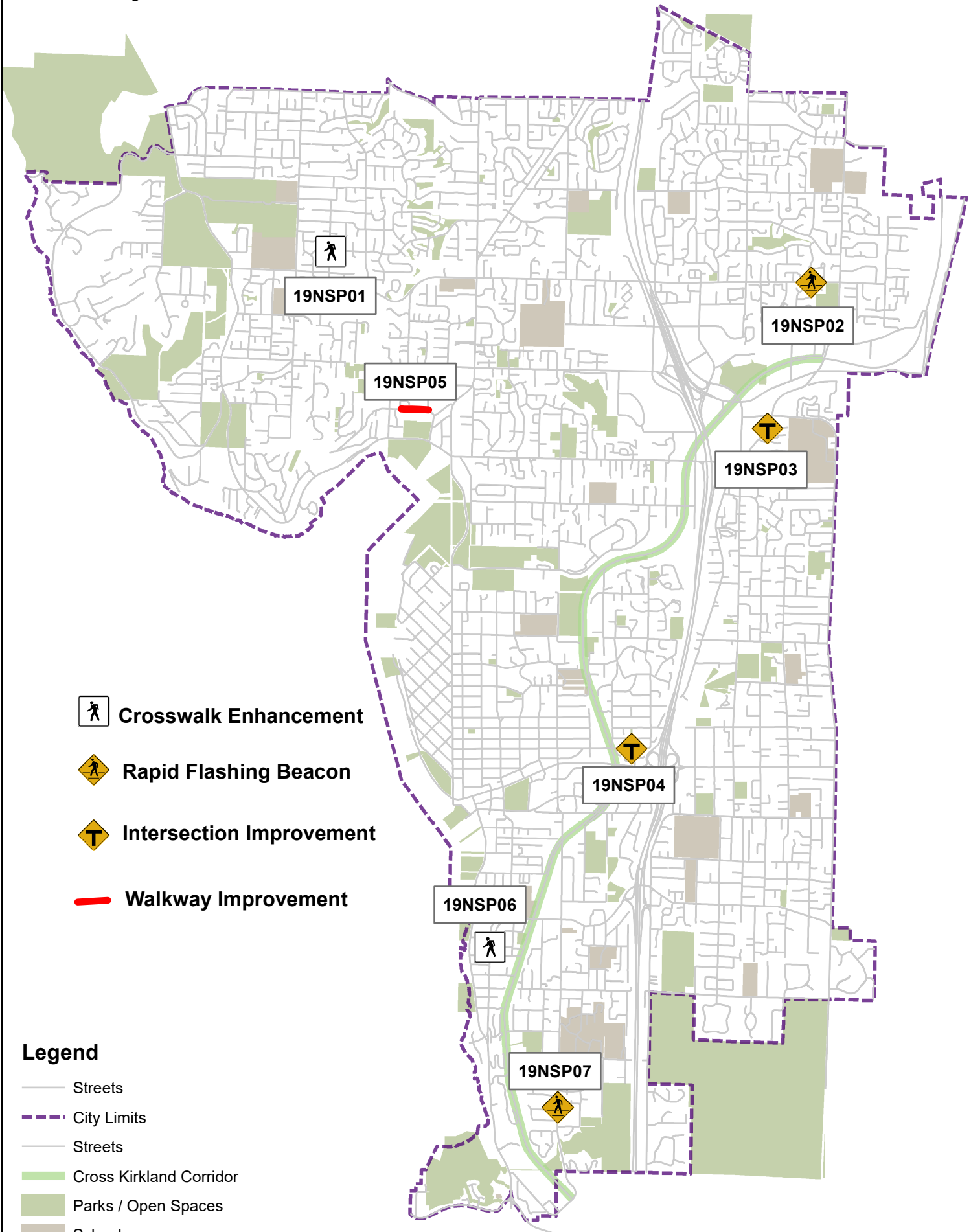
There was one change order to allow additional working days because of scheduling impacts from COVID-19. That change order did not impact the cost of the project.

With all to-date Project costs accounted for, there exists a combined budget surplus of approximately \$47,000 (Attachment B, Funding Matrix—2019 Neighborhood Safety Program Projects). As a result, staff recommends the Council's approval to use all remaining 2019 NSP Project funds on the 2020 NSP Project list. There is a small amount of staff time still remaining to be charged to the 2019 NSP budget for close-out paperwork.

The complete list of funded projects and estimates for 2020 will come to the City Council early next year as part of the staff report to award the contract for 2020 NSP projects. The status of all NSP projects since the program's inception is provided (see Attachment C, Master List of Projects).

Attachment A: Map of 2019 Neighborhood Safety Program Projects
Attachment B: Funding Matrix—2019 Neighborhood Safety Program Projects
Attachment C: Status of 2014-2020 NSP Projects
Attachment D: Fiscal Note

These are projects NMC00620 and NMC00621



Map of 2019 Neighborhood Safety Program Projects

Funding Matrix: 2019 Neighborhood Safety Program Projects

2019 Bid-Projects			Estimates		Actual Costs by Funding Source (including soft costs)					
Bid Schedule #	NSP Priority Level	Description	Original Estimate	Estimate (after bid)	Walkable Kirkland [NMC0062119]	Levy - Ped Safety [NMC0062019]	School Safety Camera [PDTSSZCAMS]	2018 NSP Carry Forward [NMC0062119]*	Total Project	Carry forward to 2020
19NSP01	1	Raised sidewalk on corner of N.E. 134th Street at 87th Avenue N.E.	\$35-50,000	\$91,402		\$15,986.89		\$68,515.66	\$84,502.55	\$6,899.11
19NSP02	1	Rapid Flashing Beacon on N.E. 132nd Street at 129th Place N.E.	\$50,000+	\$123,157			\$109,482.13		\$109,482.13	\$13,674.47
19NSP03	1	Traffic median island on Slater Avenue N.E. at N.E. 119th Street	\$15-34,000	\$38,426	\$19,673.82	\$19,609.41			\$39,283.23	-\$857.43
19NSP04	1	Intersection improvement on N.E. 87th Street at 114th Avenue N.E.	\$35-50,000	\$62,781	\$56,055.02				\$56,055.02	\$6,725.74
19NSP05	1	Walkway on N.E. 120th Street between 93rd Place N.E. and 96th Avenue N.E.	\$35-50,000	\$43,826	\$44,454.16				\$44,454.16	-\$628.17
19NSP06	1	Crosswalk on Lakeview Drive north of 64th Street	\$35-50,000	\$67,594	\$60,438.16				\$60,438.16	\$7,155.38
19NSP07	2	Rapid Flashing Beacon on 108th Avenue N.E. at N.E. 46th Street	\$50,000+	\$124,255	\$16,590.92	\$93,655.89			\$110,246.81	\$14,007.88
Bid-Project Estimate Subtotal			\$255-334,000	\$551,439	\$180,621.17	\$129,252.19	\$109,482.13	\$68,515.66	\$504,462.08	\$46,976.96

* Carried forward as per the July 25, 2019 NSP Council Memo
https://www.kirklandwa.gov/Assets/City+Council/Council+Packets/080719/9f3_EstablishingLienPeriod.pdf

Status of 2014-2020 NSP Projects										
Project #	Project Description	JFK [NM 0073]	Walkable Kirkland [NM 6- 201]	Levy - Ped. [NM 6-200]	Crosswalk [NM 0012]	Private Dev./LWSD	Levy - School Rts [NM 6- 100]	Other City Programs	Total Project Costs/Estimate	Status
2014										
14NSP01	Rapid Flashing Beacon on NE 132nd Street at 121st Ave NE and turn lane (east to north bound)					\$ 120,867			\$ 120,867	Complete
14NSP02	Rapid Flashing Beacon on Juanita Drive at NE 137th Street connecting Big Finn Hill Park trails							\$ 60,630	\$ 60,630	Complete
14NSP03	Crosswalk and curb along 84th Ave NE from NE 139th Street to NE 141st Street	\$ 975							\$ 975	Complete
14NSP04	Rapid Flashing Beacon on NE 132nd Street at 105th Ave NE	\$ 61,174					\$ 3,003		\$ 64,177	Complete
14NSP05	Trail Connection at Forbes Creek Drive and the CKC - between 113th Court NE and 115th Court NE	\$ 11,006					\$ 1,794		\$ 12,800	Complete
14NSP06	Crosswalk markings along 90th Ave NE at NE 134th Street, NE 137th Street, and NE 139th Street	\$ 46,845					\$ 2,245		\$ 49,090	Complete
14NSP07	Crosswalk markings along NE 145th Street at 84th Ave NE, 88th Ave NE, and 92nd Ave NE	\$ 30,000							\$ 30,000	Complete
Grant	Rapid Flashing Beacon on Juanita Drive at 93rd Avenue NE							\$ 59,033	\$ 59,033	Complete
2015										
15NSP01	Stairs from NE 68 th Street to the CKC		\$ 66,970				\$ 9,989	\$ 17,500	\$ 94,459	Complete
15NSP02	Sidewalk on north side of Kirkland Avenue at 6 th Street South		\$ 78,947				\$ 3,708		\$ 82,655	Complete
15NSP03	Rapid Flashing Beacon on 84th Avenue NE at NE 138th Street crosswalk		\$ 37,273				\$ 1,507		\$ 38,780	Complete
15NSP04	Stairs and bridge connection from 116 th Avenue NE to the CKC		\$ 9,523						\$ 9,523	Complete
15NSP05	Improved connection from NE 60th Street to the CKC		\$ 5,320						\$ 5,320	Complete
15NSP06	Rapid Flashing Beacon at crosswalk on 132 nd Avenue NE at NE 97 th Street			\$ 8,000	\$ 57,029		\$ 3,252		\$ 68,281	Complete
15NSP07	Crosswalk improvements on 112th Avenue at NE 68th Street			\$ 9,016			\$ 331		\$ 9,347	Complete
15NSP08	Rapid Flashing Beacon at crosswalk on 132 nd Avenue NE at NE 93 rd Street			\$ 17,514	\$ 12,971		\$ 43,016		\$ 73,501	Complete
15NSP09	Rapid Flashing Beacon on NE 70 th Place at 130 th Avenue NE			\$ 44,350					\$ 44,350	Complete
15NSP10	Radar speed signs (2) on Juanita Drive (in the vicinity of Woodlands Park and west of Juanita Beach Park)		\$ 1,967	\$ 41,228			\$ 5,164		\$ 48,359	Complete
15NSP11	Crosswalk improvements on 7 th Avenue S. at 1 st Street, 4 th Street, and 5 th Street			\$ 29,892			\$ 2,767		\$ 32,659	Complete
Grant	Rapid Flashing Beacon on Market and 4th Street							\$ 67,900	\$ 67,900	Complete
2016										
16NSP01	Intersection study for Kirkland Way and Railroad Ave		\$ 7,500						\$ 7,500	Complete
16NSP02	Intersection study for 124th Ave NE and NE 80th Street		\$ 7,500						\$ 7,500	Complete
16NSP03	Stair connection near 2nd Ave at the CKC		\$ 19,515						\$ 19,515	Complete
16NSP04	Extruded curb along 87th Ave NE and 134th Street		\$ 68,264			\$ 10,000			\$ 78,264	Complete
16NSP05	Crosswalk island on 124th Ave NE at 142nd Place		\$ 11,290	\$ 12,637		\$ 26,000			\$ 49,927	Complete
16NSP06	New crosswalk with ramps on Kirkland Ave at Marina Park							\$ 6,600	\$ 6,600	Complete
16NSP07	Sight distance improvement at 15th Ave and 4th Street		\$ 19,640					\$ 25,000	\$ 44,640	Complete
16NSP08	Rapid Flashing Beacon on Market Street at 7th Ave W			\$ 53,071					\$ 53,071	Complete
16NSP09	Rapid Flashing Beacon on 108th Ave NE at 62nd Street			\$ 84,292					\$ 84,292	Complete
16NSP10	Trail lighting and gravel on walkway to NE 126th Street from NKCC		\$ 13,331			\$ 32,500			\$ 45,831	Complete
16NSP11	Gravel walkway along 8th Street South and Railroad Ave to the CKC		\$ 42,160						\$ 42,160	Complete
16NSP12	Asphalt walkway along 7th Ave between 6th & 8th Streets		\$ 10,800						\$ 10,800	Complete
16NSP13	Trail connection at the end of 111th Ave NE to the CKC							\$ 1,320	\$ 1,320	Complete
16NSP14	Intersection study at NE 132nd Street and 136th Ave NE							\$ 7,500	\$ 7,500	Complete

Project #	Project Description	JFK [NM 0073]	Walkable Kirkland [NM 6- 201]	Levy - Ped. [NM 6-200]	Crosswalk [NM 0012]	Private Dev./LWSD	Levy - School Rts [NM 6- 100]	Other City Programs	Total Project Costs/Estimate	Status	
2017											
17NSP01	Radar Speed Signs on NE 143rd Street and 132nd and 128th Avenue NE		\$ 70,463						\$ 70,463	Complete	
17NSP02	Rapid Flashing Beacon on NE 120th Place south of NE 122nd Street			\$ 124,938					\$ 124,938	Complete	
17NSP03	Crosswalk Improvement at NE 138th Street and 84th Avenue NE							\$2,601	\$ 2,601	Complete	
17NSP04	Rapid Flashing Beacon on 116th Avenue NE at 12500 block		\$ 71,138	\$ 25,062					\$ 96,200	Complete	
17NSP05	Reflective Pavement Markers on NE 68th Street at 110th Avenue NE (criteria not met for radar speed signs)							\$713	\$ 713	Complete	
17NSP06	Intersection Improvements on Kirkland Way and Railroad Avenue		\$54,625						\$ 54,625	Complete	
17NSP07	Intersection Improvements on 124th Avenue NE and NE 80th Street		\$3,774					\$17,567	\$ 21,341	Complete	
	Walkway Improvement on 7th Avenue at 5th Street							\$17,592	\$ 17,592	Complete	
2018											
18NSP01	Bicycle Improvements 98th Ave and 100th Ave NE					\$ 34,379			\$ 34,379	Complete	
18NSP02	Radar Speed Sign on 132nd Ave NE near NE 135th St		\$ 27,988					\$ 25,000	\$ 52,988	Complete	
18NSP03	Radar Speed Signs on Kirkland Way at CKC		\$ 34,069	\$ 64,485					\$ 98,554	Complete	
18NSP04	Trail Connection on the CKC at NE 53rd Street		\$ 4,989						\$ 4,989	Complete	
18NSP05	Walkway Improvement on 7th Ave from 5th to 6th Streets		\$ 79,981						\$ 79,981	Complete	
18NSP06	Stair Improvements for CKC connection along NE 100 Street at Cotton Hill Park		\$ 7,228						\$ 7,228	Complete	
18NSP07	Rapid Flashing Beacon on NE 70th Street at 120th Ave			\$ 61,670					\$ 61,670	Complete	
18NSP08	Crosswalk at Lakeshore Plaza at Marina Park		\$ 10,903						\$ 10,903	Complete	
18NSP09	Radar Speed Sign on 131st Way east of 94th Ave NE		\$ 37,209						\$ 37,209	Complete	
	ADA Ramp at Forbes Creek Park							\$ 8,518	\$ 8,518	Complete	
2019											
19NSP01	Raised sidewalk on corner of NE 134th Street at 87th Ave NE		\$ 68,516	\$15,986.89					\$ 84,503	Complete	
19NSP02	Rapid Flashing Beacon on NE 132nd Street at 129th Pl NE							109482.1329	\$ 109,482	Complete	
19NSP03	Traffic median island on Slater Ave NE at NE 119th Street		\$ 19,674	\$19,609.41					\$ 39,283	Complete	
19NSP04	Intersection improvement on NE 87th Street at 114th Ave NE		\$ 56,055						\$ 56,055	Complete	
19NSP05	Walkway on NE 120th Street between 93rd Pl NE and 96th Ave NE		\$ 44,454						\$ 44,454	Complete	
19NSP06	Crosswalk on Lakeview Drive north of 64th Street		\$ 60,438						\$ 60,438	Complete	
19NSP07	Rapid Flashing Beacon on 108th Ave at NE 46th Street		\$ 16,591	\$93,655.89					\$ 110,247	Complete	
2020											
20NSP01	Intersection improvements at Central Way and Market									Completion Spring 2021	
20NSP02	Crosswalk on 132nd Ave NE at NE 129th Street									Completion Spring 2021	
20NSP03	Rapid Flashing Beacon on 84th Avenue NE at NE 137th St									Completion Spring 2021	
20NSP04	Rapid Flashing Beacon on Central Way at Main									Completion Spring 2021	
20NSP05	Intersection improvements on 108th Ave NE at NE 137th Pl									Completion Spring 2021	
20NSP06	Rapid Flashing Beacon on 124th Ave NE and NE 104th St									Completion Spring 2021	
20NSP07	Pedestrian safety at 110th Ave NE and CKC									Completion Spring 2021	
		TOTAL NSP	\$ 150,000	\$ 1,068,095	\$ 705,407	\$ 70,000	\$ 223,746	\$ 76,776	\$ 426,956	\$ 2,720,980	

FISCAL NOTE

CITY OF KIRKLAND

Source of Request							
Julie Underwood, Interim Director of Public Works							
Description of Request							
One-time request to authorize the use of unspent project balance of \$46,976 from the 2019 Neighborhood Safety Program project (NMC0062119) for the 2020 Neighborhood Safety Program project (part of NMC0062100).							
Legality/City Policy Basis							
Fiscal Impact							
Unspent 2019 balance of \$46,976 in Walkable Kirkland (GF Cash) funding will be made available for the 2020 Neighborhood Safety Program (part of NMC0062100).							
Recommended Funding Source(s)							
<i>Reserve</i>	Description	2020 Est End Balance	Prior Auth. 2019-20 Uses	Prior Auth. 2019-20 Additions	Amount This Request	Revised 2020 End Balance	2020 Target
<i>Revenue/Exp Savings</i>	Unspent funding of \$46,976 in the 2019 Neighborhood Safety Program (NMC0062119). Remaining funding in this project originated from the General Fund Walkable Kirkland program.						
<i>Other Source</i>							
Other Information							

Prepared By	Kyle Butler, Financial Planning Supervisor	Date	October 9, 2020
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CITY OF KIRKLAND

Department of Parks and Community Services
123 Fifth Avenue, Kirkland, WA 98033 425.587.3300
www.kirklandwa.gov

MEMORANDUM

To: Kurt Triplett, City Manager

From: Mary Gardocki, Park Planning & Development Manager
Lynn Zwaagstra, Director of Parks & Community Services

Date: October 7, 2020

Subject: Green Loop Corridor: Authorization to Execute a Purchase and Sale Agreement for Acquisition of the Gabriel Van Engel, as his separate estate, and Elizabeth Cambridge, as her separate estate, and WinSki NW, LLC Property

RECOMMENDATION:

It is recommended that the City Council approve the attached Resolution authorizing the City Manager to execute a purchase and sale agreement in the amount of \$100,000 for the acquisition of the 0.83-acre WinSki et. al Property within the Green Loop Corridor. Funding for the purchase by the City will be fully reimbursed through King County levy funds.

By acting on this memo during approval of the consent calendar, the City Council authorizes the City Manager to execute the purchase and sale agreement for the property within the Green Loop Corridor

BACKGROUND DISCUSSION:

On September 1, 2020 the Council approved Resolution R-5446, a framework to implement the Green Loop Corridor. The attached Resolution (**Attachment C**) would authorize the City Manager to execute a Purchase and Sale Agreement for acquisition of land to be integrated in the Green Loop Corridor (**Attachment D**). The WinSki Property (**Attachment A**) is comprised of one tax parcels totaling 0.83 acre of undeveloped and forested open space. Acquisition of the parcel and the Green Loop Corridor is acknowledged in the City's adopted Finn Hill Neighborhood Plan.

The property owner has agreed to a purchase price of \$100,000, which is below the \$258,000 King County Assessor's Office appraised value.

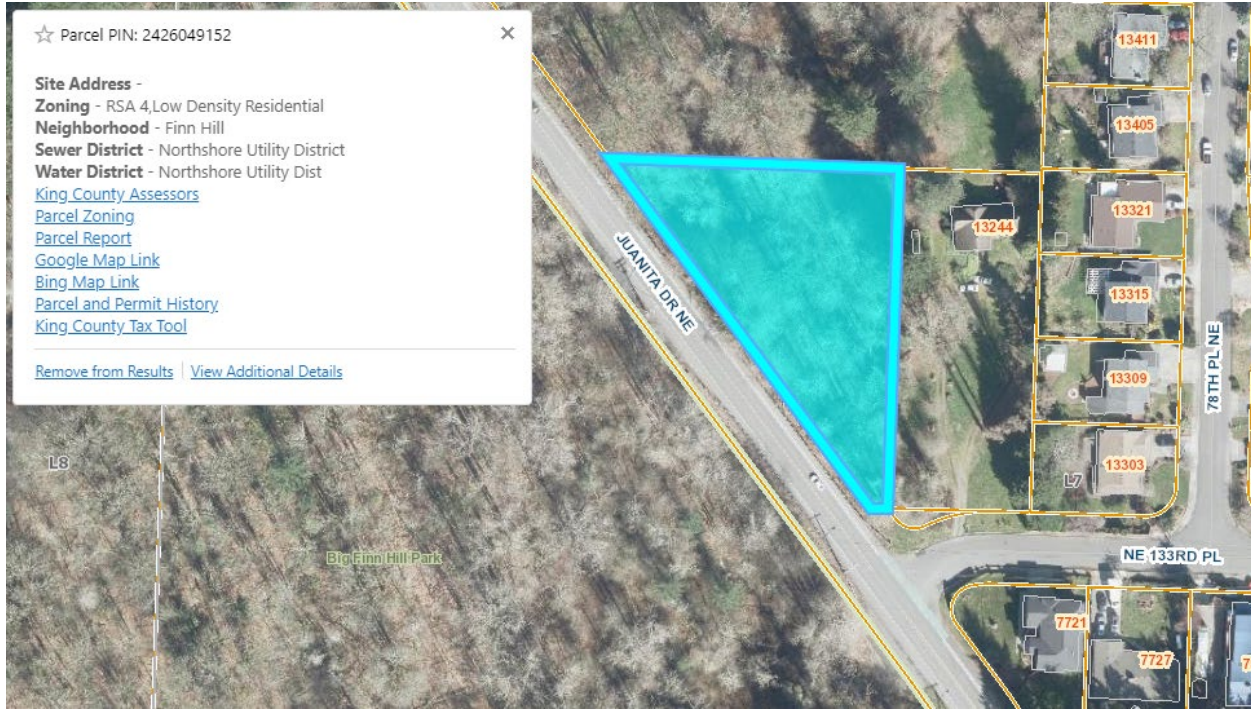
The initial funding source for the City's acquisition of the property is proposed to be Park Impact Fees. The entire amount will be reimbursed by King County as outlined in the attached Letter of Intent (**Attachment B**).

Attachments:

- A – Parcel Map
- B – Letter of Intent: King County
- C – Resolution
- D – Purchase and Sale Agreement

Attachment A: Parcel Map

Green Loop Corridor: Authorization to Execute a Purchase and Sale Agreement





Attachment B: King County Letter of Intent
Green Loop Corridor: Authorization to Execute a Purchase
and Sale Agreement

King County

Department of Natural Resources and Parks

Division of Parks and Recreation

King Street Center Building

KSC-NR-0700

201 South Jackson Street

Seattle, WA 98104-3855

206-477-4571

Fax 206-588-8011

July 30, 2020

Kirkland Parks and Community Services Department

City Hall

123 Fifth Avenue

Kirkland, Washington 98033

RE: Use of King County Parks Levy Funding for Kirkland Green Loop

Attention Kirkland Parks and Community Services,

Please accept this letter of intent as it pertains to the King County Parks Levy (Levy) and the approved Kirkland Green Loop Trail project. The Kirkland Green Loop Trail is funded through the Levy's Regional and Other Public Trails System program and funded at approximately \$2,400,000. Exact funding will be determined as the levy is assessed from 2020-2025. These proceeds will accumulate over the course of the 6-year levy and are not available immediately.

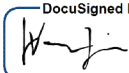
The City of Kirkland Parks and Community Services Staff and the King County Parks and Recreation staff developed a project timeline that reflects the accumulation of the Levy funds. It is King County's intent to channel the Levy funds to the City of Kirkland and develop an agreement that provides Kirkland with decision-making authority over the planning, land acquisition and construction of the Kirkland Green Loop Trail. The draft project timeline is as follows:

- 2021-2022 Approximately \$400,000: Funding for a master plan and acquisition of an immediately available parcel adjoining Juanita Drive
- 2023-2024 Approximately \$1,000,000: Funding for acquisition and construction as outlined in the master plan
- 2025-2026 Approximately \$1,000,000: Funding for acquisition and construction as outlined in the master plan

E-Page 85

Given the agreement is not yet in place, King County Parks and Recreation confirms that funding for the master plan and an immediate parcel purchase is an appropriate use of the project funding and can be made available for that purpose.

Sincerely,

DocuSigned by:

A1498C6DA09E46F.ez

Director, King County Parks and Recreation

RESOLUTION R-5449

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KIRKLAND AUTHORIZING THE CITY MANAGER TO EXECUTE A REAL PROPERTY PURCHASE AND SALE AGREEMENT FOR ACQUISITION OF PROPERTY WITHIN THE GREEN LOOP CORRIDOR.

1 WHEREAS, property owned by Gabriel Van Engel, as his
2 separate estate, and Elizabeth Cambridge, as her separate estate,
3 and WinSki NW, LLC is desired for public open space purposes, to
4 expand public use and enjoyment, protect natural resources, and
5 enhance neighborhood connectivity; and
6

7 WHEREAS, development of the Green Loop Corridor to
8 preserve the existing forest is identified in the adopted Finn Hill
9 Neighborhood Plan; and
10

11 WHEREAS, King County has provided a letter of intent
12 dated July 30, 2020, identifying the use of the King County Park
13 Levy funds to support this mission through the Levy's Regional
14 and Other Public Trails System program; and
15

16 WHEREAS, staff has negotiated a proposed Purchase and
17 Sale Agreement ("Agreement") for acquisition of the Property for
18 the total amount of \$100,000 as provided in the attached Exhibit
19 A.
20

21 NOW, THEREFORE, be it resolved by the City Council of the
22 City of Kirkland as follows:
23

24 Section 1. The City Manager is hereby authorized and
25 directed to execute on behalf of the City of Kirkland a Real
26 Property Purchase and Sale Agreement for the Property
27 substantially similar to that attached to this Resolution as Exhibit
28 A.
29

30 Passed by majority vote of the Kirkland City Council in open
31 meeting on the ___ day of _____, 2020.
32

33 Signed in authentication thereof this ___ day of
34 _____, 2020.

Penny Sweet, Mayor

Attest:

Kathi Anderson, City Clerk

Attachment D: Purchase and Sale Agreement
Green Loop Corridor: Authorization to Execute a Purchase and Sale Agreement

REAL PROPERTY PURCHASE AND SALE AGREEMENT

This Agreement made this _____ day of _____, 2020 ("Effective Date"), by and between the City of Kirkland, a municipal corporation of the State of Washington, ("Buyer" or "the City") and Gabriel Van Engel, as his separate estate, and Elizabeth Cambridge, as her separate estate, and WinSki NW, LLC, a Washington Limited Liability Company (together "Seller").

For and in consideration of the mutual covenants and agreements contained in this Agreement and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, Buyer and Seller agree as follows:

1. Purchase of Real Property. Seller and Buyer hereby agree to the purchase and sale of the real property in the City of Kirkland, King County tax parcel number 242604-9152, and legally described as:

The South 201.02 feet of the North 811.02 feet of the Southwest quarter of the Southwest quarter of section 24, Township 26 North, Range 4 East, W.M., in King County, Washington lying Easterly of the Northeast line of Juanita Drive N.E., formerly Kenmore-Juanita Road, as conveyed to King County by Deed recorded under Recording Number 2575863, and West of the East 716.26 feet of said subdivision. Situate in the County of King, State of Washington.

("Property"), together with all of Seller's right, title and interest in all structures, fixtures, buildings and improvements situated on the land.

2. Purchase Price and Covenant: Payment. The Purchase Price for the Property shall be One Hundred Thousand and 00/100 Dollars (\$100,000.00). Buyer shall deposit the Purchase Price with the Escrow Holder at or before Closing.
3. Escrow Holder. Promptly following the execution of this Agreement, Buyer shall open an escrow with Chicago Title Insurance Company, 701 Fifth Avenue, Suite 2300, Seattle, Washington, 98104 (the "Escrow Holder"). A copy of this Agreement shall be provided to the Escrow Holder to advise the Escrow Holder of the terms and conditions hereof. Escrow Holder shall conduct the Closing pursuant to escrow instructions of the Parties which shall be consistent herewith.
4. Feasibility Contingency and Access. Buyer's obligations under this Agreement are conditioned upon Buyer's satisfaction in Buyer's sole discretion, concerning all aspects of the Property, including its physical condition; the presence of or absence of any hazardous substances; the contracts and leases affecting the Property; the potential financial performance of the Property; the availability of government permits and approvals; and the feasibility of the Property for Buyer's intended purpose. This Agreement shall terminate unless Buyer gives written notice to Seller within 20 business days of the Effective Date stating that this condition is satisfied. If such notice is timely given, the feasibility contingency stated in this Section shall be deemed to be satisfied. As used in

this Agreement, the term "Feasibility Period" shall mean the period beginning upon the Effective Date and ending upon the satisfaction or waiver of the feasibility contingency.

Seller shall permit Buyer and its agents, at Buyer's sole expense and risk to enter the Property at reasonable times subject to the rights of and after legal notice to tenants, to conduct inspections concerning the Property and improvements, including without limitation, the structural condition of improvements, hazardous materials, pest infestation, soil conditions, sensitive areas, wetlands or other matters affecting the feasibility of the Property for Buyer's intended use. Buyer shall schedule any entry onto the Property with Seller in advance and shall comply with Seller's reasonable requirements including those relating to security and confidentiality. Buyer shall not perform any invasive testing, including environmental inspections beyond a Phase I assessment, without obtaining Seller's prior written consent, which shall not be unreasonably withheld. Buyer shall be solely responsible for all costs of its inspections and feasibility analysis and has no authority to bind the Property for the purposes of statutory liens. Buyer agrees to indemnify and defend Seller from all liens, costs, claims and expenses, including attorneys' and experts' fees, arising from or relating to entry onto or inspection of the Property by Buyer and its agents. This Agreement to indemnify and defend Seller shall survive closing.

5. Title Policy and Condition of Title. Seller authorizes Buyer, its Lender, Listing Agent, Selling Licensee and Closing Agent, at Seller's expense, to apply for and deliver to Buyer an extended coverage owner's policy of title insurance. The title report shall be issued by Chicago Title Insurance Company. Buyer shall notify Seller of any objectionable matters in the title report or any supplemental report within the earlier of 20 days after mutual acceptance of this Agreement or the expiration of the Feasibility Period. This Agreement shall terminate unless within 10 days of Buyer's notice of such objections: (1) Seller agrees to remove all objectionable provisions; or (2) Buyer notifies Seller that Buyer waives any objections which Seller does not agree to remove. If any new title matters are disclosed in a supplemental title report, then the preceding termination, objection and waiver provisions shall apply to the new title matters except that Buyer's notice of objections must be delivered within 5 days of delivery of the supplemental report and Seller's response or Buyer's waiver must be delivered within 2 days of Buyer's notice of objections. The closing date shall be extended to the extent necessary to permit time for these notices. Buyer shall not be required to object to any mortgage or deed of trust liens, or the statutory lien for real property taxes, and the same shall not be deemed to be Permitted Exceptions; provided that the lien securing any financing which Buyer has agreed to assume shall be a permitted exception. Except for the foregoing, those provisions not objected to or for which Buyer waived its objections shall be referred to collectively as the "Permitted Exceptions." Seller shall cooperate with Buyer and the title company to clear objectionable title matters but shall not be required to incur any out-of-pocket expenses or liability other than payment of monetary encumbrances not assumed by Buyer and proration of any real property taxes, and Seller shall provide an owner's affidavit containing the information and reasonable covenants requested by the title company. The title policy shall contain no exceptions other than the General Exclusions and Exceptions common to such policies, the Covenant and the Permitted Exceptions.

6. Closing. This sale shall be closed on or before xxx, 2020, ("Closing") by Chicago Title Insurance Company, 701 5th Avenue, Suite 2300, Seattle, Washington 98104 ("Closing

Agent"). Buyer and Seller shall deposit with Closing Agent by noon on the scheduled closing date all instruments and monies required to complete the purchase in accordance with this Agreement. Closing shall be deemed to have occurred when the deed is recorded and the sale proceeds are available to Seller. Time is of the essence in the performance of this Agreement. This Agreement is intended to constitute escrow instructions to Closing Agent. Buyer and Seller will provide any supplemental instructions requested by Closing Agent provided that the same are consistent with this Agreement. Buyer is entitled to possession on closing.

7. Closing Costs. Seller shall deliver any information reasonably requested by Closing Agent to allow Closing Agent to prepare a settlement statement for closing. Seller shall pay the premium for the owner's standard coverage title policy. Buyer shall pay the excess premium attributable endorsements requested by Buyer and the cost of any survey required in connection with the same. Seller and Buyer shall each pay one-half of the escrow fees. Real estate excise taxes, if any, shall be paid by Seller. Real and personal property taxes and assessments payable in the year of closing; collected rents on any existing tenancies; interest; utilities; and other operating expenses shall be pro-rated as of closing. Buyer shall pay to Seller at closing an additional sum equal to any utility deposits for which Buyer receives the benefit after closing. Buyer shall pay all sales or use tax applicable to the transfer of personal property included in the sale. Pursuant to RCW 60.80, Buyer and Seller request the Closing Agent to administer the disbursement of closing funds necessary to satisfy unpaid utility charges affecting the Property.
8. Post-Closing Adjustments, Collections and Payments. After closing, Buyer and Seller shall reconcile the actual amount of revenues or liabilities upon receipt or payment thereof to the extent those items were prorated or credited at closing based on estimates. Any bills or invoices received by Buyer after closing shall be paid by Seller upon presentation of such bill or invoice.
9. Condition of Property. Seller shall not enter into any lease, trust deed, mortgage, restriction, encumbrance, lien, license or other instrument or agreement affecting the Property without the prior written consent of Buyer from and after the date of this Agreement. Seller warrants as follows:

that Seller is the sole legal owner of the fee simple interest in the Property and is not holding title as a nominee for any other person or entity; that no person or entity has a first right of refusal or option to purchase or other similar right to or interest in the property; that no labor, materials or services have been furnished in, on or about the property or any part thereof as a result of which any mechanics', laborers' or materialpersons' liens or claims might arise.
10. Seller's Representations. Except as disclosed to or known by Buyer prior to the satisfaction or waiver of the feasibility contingency stated above, including in the books, records and documents made available to Buyer, or in the title report or any supplemental report or documents referenced therein, Seller represents to Buyer that, to the best of Seller's actual knowledge, each of the following is true as of the date hereof (a) Seller is authorized to enter into the Agreement, to sell the Property. And to perform its obligations under this

Agreement; (b) The books, records, leases, agreements and other items delivered to Buyer pursuant to this Agreement, if any, comprise all material documents in Seller's possession or control regarding the operation and condition of the Property; (c) Seller has not received any written notices that the Property or the tenancy conducted thereon violate any applicable laws, regulations, codes or ordinances; (d) Seller has all certificates of occupancy, permits and other governmental consents necessary to own and operate the Property for its current use; (e) There is no pending or threatened litigation which would adversely affect the Property or Buyer's ownership thereof after closing; (f) There is no pending or threatened condemnation or similar proceedings affecting the Property, and the Property is not within the boundaries of any planned or authorized local improvement district; (g) Seller has paid (except to the extent prorated at closing) all local state and federal taxes, if any, (other than real and personal property taxes and assessments described above), if any, attributable to the period prior to closing which, if not paid, could constitute a lien on the Property (including any personal property), or for which Buyer may be held liable after closing; (h) Seller is not aware of any concealed material defects in the Property except as disclosed to Buyer in writing during the Feasibility Period; (i) There are no Hazardous Substances (as defined below) currently located in, on, or under the Property in a manner or quantity that presently violates any Environmental Law (as defined below); there are no underground storage tanks located on the Property; and there is no pending or threatened investigation or remedial action by any governmental agency regarding the release of Hazardous Substances or the violation of Environmental Law at the Property. As used in this Agreement, the term "Hazardous Substances" shall mean any substance or material now or hereafter defined or regulated as a hazardous substance, hazardous waste, toxic substance, pollutant, or contaminant under any federal, state, or local law, regulation or ordinance governing any substance that could cause actual or suspected harm to human health or the environment ("Environmental Law"). The term "Hazardous Substances" specifically includes, but is not limited to, petroleum, petroleum by-products and asbestos.

11. As-Is. Except for those representations and warranties specifically included in this Agreement; (i) Seller makes no representations or warranties regarding the Property; (ii) Seller hereby disclaims, and Buyer hereby waives, any and all representations or warranties of any kind, express or implied, concerning the Property or any portion thereof and the improvements, as to its condition, value, compliance with laws, status of permits or approvals, existence or absence of hazardous material on site, occupancy rate or any other matter of similar or dissimilar nature relating in any way to the Property, including the warranties of fitness of a particular purpose, tenantability, habitability and use; (iii) Buyer otherwise takes the Property "As Is;" and (iv) Buyer represents and warrants to Seller that Buyer has sufficient experience and expertise such that it is reasonable for Buyer to rely on its own pre-closing inspections and investigations.
12. Casualty. Seller bears the risk of loss until Closing, and thereafter Buyer shall bear the risk of loss. Buyer may terminate this Agreement and obtain a refund of the earnest money if the improvements are destroyed or materially damaged by casualty before Closing. Damage will be considered material if the cost of repair exceeds the lesser of \$15,000 or five percent of the purchase price stated in this Agreement. Alternatively, Buyer may elect to proceed with Closing in which case at closing Seller shall assign to

Buyer all claims and right to proceeds under any property insurance policy and shall credit to Buyer at Closing the amount of any deductible provided for in the policy.

13. FIRPTA-Tax Withholding at Closing. Closing Agent is instructed to prepare a certification that Seller is not a "foreign person" within the meaning of the Foreign Investment in Real Property Tax Act. Seller agrees to sign this certification.
14. Conveyance. Title shall be conveyed by a Statutory Warranty Deed subject only to the Permitted Exceptions and the Covenant.
15. Agency Disclosure. At the signing of this Agreement, neither Seller or Buyer are represented by a real estate agent and, therefore, no commission is due any agent.
16. Assignment. Buyer may not assign this Agreement to any other party.
17. Remedies. In the event Buyer fails, without legal excuse, to complete the purchase of the Property, then Seller may terminate this Agreement and keep the earnest money as liquidated damages as the sole and exclusive remedy available to Seller for such failure. In the event Seller fails, without legal excuse, to complete the sale of the Property, then, as Buyer's sole remedy, Buyer may either (a) terminate this Agreement; or (b) bring suit to specifically enforce this Agreement and recover incidental damages provided Buyer must file suit within 60 days of the scheduled date of closing or any earlier date Seller has informed Buyer in writing that Seller will not proceed with Closing.
18. Information Transfer. In the event this Agreement is terminated, Buyer agrees to deliver to Seller within 10 days of Seller's written request, copies of all materials received from Seller and any non-privileged plans, studies, reports inspections, appraisals, surveys, drawings, permits application or other development work product relating to the Property in Buyer's possession or control as of the date this Agreement is terminated.
19. Binding. This Agreement shall be binding upon the heirs, personal representatives, successors and assigns of the parties hereto and shall inure to the benefit of them. This Agreement and any addenda and exhibits to it state the entire understanding of the Buyer and Seller regarding the sale of the Property. There are no verbal or other written agreements which modify or affect this Agreement.
20. Counterparts. The parties may execute this Agreement in one or more identical counterparts, all of which when taken together will constitute one and the same instrument. A facsimile or electronic mail transmission shall be binding on the party or parties whose signatures appear thereon. If so executed, each counterpart is to be deemed an original for all purposes, and all counterparts shall, collectively, constitute one agreement, but in making proof of this Agreement, it shall not be necessary to produce or account for more than one counterpart. Electronic delivery of documents (such as fax or email) shall be legally sufficient to bind the party the same as delivery of an original.

EXECUTED to be effective as of the date listed above.

CITY OF KIRKLAND (BUYER)

By: _____

Its: _____

Approved as to Form:

Assistant City Attorney

WinSki NW, LLC, a Washington Limited Liability Company (SELLER)

By: _____

Its: _____

Gabriel Van Engel (SELLER)

Elizabeth Cambridge (SELLER)

**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: Archie Ferguson, Fleet Manager
Ray Steiger, PE, Superintendent
Julie Underwood, Interim Public Works Director

Date: October 8, 2020

Subject: DECLARATION OF A SURPLUS VEHICLE

RECOMMENDATION:

It is recommended that the Council approve the declaration of a surplus vehicle identified in this staff report, which will lead to its removal from the City's Equipment Rental Fund replacement schedule and to its disposal.

Approval of this item on the Consent Calendar will authorize the disposal of a surplus vehicle.

BACKGROUND DISCUSSION:

The surplus of vehicles and equipment that have been replaced with new vehicles or equipment, or which no longer meet the needs of the City, is consistent with the City's Equipment Rental Fund replacement schedule policy. Under that policy, if a declaration of surplus is approved by City Council then vehicles and/or equipment are sold or disposed of in accordance with the *Kirkland Municipal Code*, Chapter 3.86, "Sale and Disposal of Surplus Personal Property."

Once a vehicle or equipment is scheduled for replacement through the budget process, Fleet Management staff utilizes specific criteria to evaluate the vehicle or equipment prior to making a final recommendation for disposing of it. Among the replacement criteria considered are:

- Wear and tear on the engine, drive train, and transmission;
- Condition of the structural body and major component parts;
- The vehicle's frequency and nature of past repairs;
- Changes in the vehicle's mission as identified by the Department that it serves;
- Changes in technology;
- Vehicle right-sizing;
- The impact of future alternative fuels usage; and/or
- Specific vehicle replacement funding accrued.

The decision to recommend replacement of a vehicle requires the consensus of the Fleet Management staff and the department that it serves. Vehicles should be replaced close to the point where major repairs and expenses are anticipated to occur in order to maximize their

usefulness without sacrificing resale value. Consideration of the vehicle's established accounting life (replacement cycle) is a key factor in that evaluation.

The replacement cycle of a given vehicle or piece of equipment is its years of anticipated useful life for the City. The replacement cycle enables staff to calculate a schedule and a fee to charge the home department so that the Equipment Rental Fund has sufficient resources to purchase a similar replacement if and when a replacement is needed. The replacement cycle is a guideline; the actual longevity of specific vehicles and equipment often varies somewhat from the established cycle based on the criteria listed above.

An outcome of the 2020 Fleet Rate Study was that most of our replacement cycles have been increased slightly to better reflect the actual life experienced by Kirkland's fleet. This will save the City significant money over time as vehicles are replaced less often. The City's updated replacement cycles are as follows:

<u>Vehicle description</u>	<u>Prior replacement cycle</u>	<u>Current replacement cycle</u>
Mowers/Field rakes	4 years	6 years
Patrol police cars	4 years	5 years
Small equip/motorcycles	6 years	8 years
Vehicle/pick-ups	8 years	10 years
Large equipment	10 years	12 years
Dump trucks/vans	12 years	14 years
Trailers	15 years	17 years
Fire apparatus	18 years	18 years

Based on the considerations and criteria reviewed in this staff report, the following vehicle and/or equipment are recommended for surplus:

<u>Fleet #</u>	<u>Year</u>	<u>Make & Model</u>	<u>License</u>	<u>Hours/ Miles</u>
F317	2008	Ford F450 Aid Car	48078D	51291

Unit F317 was assigned to the Fire Department. The Unit, which is classified as a vehicle/pick-up above, has exceeded the replacement cycle of 10 years by two years.



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

MEMORANDUM

To: Kurt Triplett, City Manager

From: Michael Olson, Director of Finance and Administration
Chip Corder, Temp. Deputy Director of Finance and Administration-Budget
Kevin Lowe Pelstring, Budget Analyst
Radu Smintina, Budget Intern

Date: October 5, 2020

Subject: Monthly Financial Dashboard Report through August 31, 2020

RECOMMENDATION:

It is recommended that the City Council receive the monthly Financial Dashboard Report for August 2020.

BACKGROUND DISCUSSION

The Financial Dashboard is a high-level summary of some of the City's key revenue and expenditure indicators. It provides a budget to actual comparison for year-to-date revenues and expenditures for the general fund, as well as some other key revenues and expenditures. The report also compares this year's actual revenue and expenditure performance to the prior year. It is even more important during the current COVID-19 pandemic and associated economic impacts to closely track the City's revenues and expenditures.

We see the continued effects of COVID-19 and the Governor's stay-at-home order reflected in this report. Total General Fund revenues are 65.1% of budget, which is slightly below the 66.7% budget threshold and down 3.7% relative to the same period in 2019 mostly due to modest decline in Sales Tax revenue and significant decline in Development Fees described below. Total Expenditures are 64.7% of budget and modestly below the 66.7% budget threshold primarily due to position vacancy savings balanced by COVID-19 related expenses—some of which will be reimbursable.

Notably, the August results include Sales Tax revenues through June, when consumer activity continued improving in Kirkland and in our region. Relative to August 2019, Sales Tax is down 4.7% mostly due to the following business sectors, which comprise about 31% of total revenues: Auto/Gas Retail (down \$518,574, or 15.1 percent), Miscellaneous (down \$372,388, or 30.0 percent), Retail Eating/Drinking (down \$237,846, or 19.6 percent), and Communications (down \$222,371, or 40.6 percent). Helping offset these losses are the following business sectors, which comprise about 65% of total revenues: Other Retail (up \$155,558, or 7.6 percent), Services (up \$148,979, or 6.7 percent), Contracting (up \$142,627, or 3.4 percent), and General Merchandise/Miscellaneous Retail (up \$103,073, or 5.9 percent). Development Fees are 65.2% of budget and down 10.4% relative to the same period in 2019 primarily due to the COVID-19 shutdown and the unusually high level of development activity in 2019 at the Totem Lake and Kirkland Urban sites.

Financial Planning will continue to monitor and project these and all City revenues being affected by COVID-19, providing that information where needed to inform policy decisions.

August 2020 Financial Dashboard
October 5, 2020

Revenues (through 8/31/20):

- General Fund Revenues** are 65.1% of budget, which is slightly below the 66.7% budget threshold and is lower than normal, primarily due to the negative economic impact of COVID-19 on Sales Tax and Development Fees and lower than expected Utility Taxes. Typically, General Fund Revenues are 66.0-69.0% of budget due to the net effect of the City's conservative Sales Tax budgeting policy and the timing of Property Tax distributions by King County. Relative to the same period in 2019, General Fund Revenues are down 3.7% mostly due to significant declines in Sales Tax (-4.7%) and Development Fees (-10.4%).

- Sales Tax** is 71.9% of budget, which is significantly above the 66.7% budget threshold, primarily due to the net effect of the City's modified two-year sales tax lag policy and the negative economic impact of COVID-19. Relative to the same period in 2019, Sales Tax is down 4.7% mostly due to the following business sectors, which comprise about 31% of total revenues: Auto/Gas Retail (down \$518,574, or 15.1 percent), Miscellaneous (down \$372,388, or 30.0 percent), Retail Eating/Drinking (down \$237,846, or 19.6 percent), and Communications (down \$222,371, or 40.6 percent). Helping offset these losses are the following business sectors, which comprise about 65% of total revenues: Other Retail (up \$155,558, or 7.6 percent), Services (up \$148,979, or 6.7 percent), Contracting (up \$142,627, or 3.4 percent), and General Merchandise/Miscellaneous Retail (up \$103,073, or 5.9 percent). Note that 2019 includes two large back tax payments totaling \$458,733 from the Communications and Miscellaneous business sectors. Factoring out these one-time receipts, Sales Tax is down only 2.1 percent versus 2019. As a reminder, there is a two-month lag between when Sales Tax is generated and when it is distributed to the City (i.e., August receipts are for June retail activity).

- Property Taxes** are 54.8% of budget, which is well below the 66.7% budget threshold. This is typical through August, with King County distributing Property Taxes to cities primarily in April-May and October-November.
- Utility Taxes** are 64.0% of budget, which is modestly below the 66.7% budget threshold. Relative to the same period in 2019, Utility Taxes are effectively flat due to the net effect of a 15.5% increase in Gas Utility Taxes (driven by a 14.0 percent increase in residential gas rates that took effect on November 1, 2019) and a 15.2% decrease in Telephone Utility Taxes (reflecting an ongoing, double digit downward trend).
- Development Fees** are 65.2% of budget, which is modestly below the 66.7% budget threshold, and are down 10.4% relative to the same period in 2019 primarily due to the COVID-19 shutdown and the unusually high level of development activity in 2019 at the Totem Lake and Kirkland Urban sites.
- Business Fees** are 69.4% of budget, which is modestly above the 66.7% budget threshold, due to a temporary anomaly as the City's business license renewal timing is re-aligned by the Washington State Department of Revenue.

Expenditures (through 8/31/20):

- General Fund Expenditures** are 64.7% of budget, which is modestly below the 66.7% budget threshold, with position vacancy and other budget savings more than offsetting unbudgeted expenditures related to COVID-19.
- General Fund Salaries/Benefits** are 64.7% of budget, which is modestly below the 66.7% budget threshold, due to position vacancy savings. In particular, seasonal hires are down significantly in Parks & Community Services due to COVID-19 restrictions.
- Fire Suppression Overtime** is 102.3% of budget, which is significantly above the 66.7% budget threshold, due to overtime incurred from COVID-19 quarantine procedures for firefighters. However, relative to the same period in 2019, Fire Suppression Overtime is down 3.6%.

City of Kirkland Financial Dashboard									
Annual Budget Status as of 8/31/2020									
Budget Threshold (% Complete) : 66.7%									
	2020 Budget	Year-to-Date Actual 2020	% Received/ % Expended	August YTD	July YTD	Year-to-Date Actual 2019	YTD Change: 19 to 20		
							\$	%	
General Fund									
Total Revenues	104,005,437	67,707,129	65.1%			70,272,351	(2,565,222)	-3.7%	
Total Expenditures	104,084,808	67,384,439	64.7%			62,556,762	4,827,677	7.7%	
Key Indicators (All Funds)									
<i>Revenues</i>									
Sales Tax	23,130,166	16,635,695	71.9%			17,458,413	(822,718)	-4.7%	
Property Taxes	19,995,776	10,958,582	54.8%			10,592,846	365,736	3.5%	
Utility Taxes	14,211,368	9,091,463	64.0%			9,121,151	(29,689)	-0.3%	
Development Fees	11,282,715	7,361,507	65.2%			8,214,873	(853,366)	-10.4%	
Business Fees	3,682,887	2,554,277	69.4%			2,578,408	(24,132)	-0.9%	
Gas Tax	1,935,654	1,023,657	52.9%			1,170,779	(147,121)	-12.6%	
<i>Expenditures</i>									
General Fund Salaries/Benefits	74,026,707	47,865,834	64.7%			45,802,864	2,062,969	4.5% (1)	
Fire Suppression Overtime	861,545	881,467	102.3%			914,461	(32,993)	-3.6%	
Contract Jail Costs	539,630	195,098	36.2%			188,446	6,651	3.5%	
Fuel Costs	604,912	203,576	33.7%			291,360	(87,783)	-30.1%	
Status Key									
Revenues are higher than expected or expenditures are lower than expected									
Revenues or expenditures are within expected range									
WATCH - Revenues lower/expenditures higher than expected range or outlook is cautious									
						NOTES:			
						(1) Excludes Fire Suppression Overtime			



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: Greg Piland, Financial Operations Manager

Date: October 7, 2020

Subject: REPORT ON PROCUREMENT ACTIVITIES FOR COUNCIL MEETING OF October 20, 2020.

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

The City's major procurement activities initiated since the last report dated September 3, 2020 are as follows:

	Project/Purchase	Process	Estimate/Price	Status
1.	Park benches for Juanita Beach Bathhouse project	Direct Purchase*	\$88,335.49	Purchase order issued to Maglin Site Furniture of Denver, CO.
2.	Neighborhood safety program design services	Request for Qualifications	\$85,500.00	Contract awarded to Land Development Consultants, Inc. of Woodinville, WA based on qualifications per RCW 39.80.
3.	Juanita/Cedar Creek stormwater retrofit planning	Request for Qualifications	\$347,800.00	Contract awarded to Northwest Hydraulic Consultants, Inc. of Seattle, WA based on qualifications per RCW 39.80
4.	Bridleview pool location clearing project	Small Works Roster	\$71,884.29	Contract awarded to Accord Contractors, LLC of Bellevue, WA.

*See attached documentation

**CITY OF KIRKLAND**

Department of Parks & Community Services
123 5th Avenue, Kirkland, WA 98033 425.587.3300
www.kirklandwa.gov

To: Kurt Triplett, City Manager

From: Ryan Fowler, Parks Supervisor
Mary Gardocki, Park Planning and Development Manager
Lynn Zwaagstra, Director of Parks and Community Services

Date: September 1, 2020

Subject: REQUEST FOR WAIVER OF COMPETITIVE BIDDING – Maglin 210 series Picnic Tables and Maglin 400- 450 series backed benches.

RECOMMENDATION:

Staff recommends the waiver of a competitive process to purchase Maglin- 210 series style picnic tables and Maglin 400-450 series backed benches for the Juanita Beach Bathhouse project.

BACKGROUND DISCUSSION:

Juanita Beach Park is a 30-acre community park on the shores of Lake Washington, sitting at the north end of Juanita Bay. In 2002, the City of Kirkland assumed ownership and a master plan for the park was completed in 2005. Phase 1 of implementation was completed in 2011. Phase 2 is currently under construction.

Phase 2's scope is as follows: demolish the existing bathhouse, create a new bathhouse, construct two picnic pavilions, install all accessible playground equipment, and provide environmental enhancements.

The picnic tables for the new picnic area were identified in the project's budget for purchase by the City of Kirkland and not included in the construction contract. The model of the picnic table is a Maglin MLPT210-3-W and MLPT210-S-W-WCA series and the benches are MLB450-W 400 series which will match the existing picnic tables and benches at Juanita Beach Park. This purchase will ensure cost efficiency in maintaining the repair supply inventory, such as nuts, and bolts as well as provide a uniform aesthetic appearance throughout Juanita Beach Park

Staff have identified a purchase quantity of 22 tables and 5 benches. The total cost, including tax and delivery is 88,078.35. Once purchased, delivery is expected in approximately 8 weeks.

KMC 3.85.210 provides that the competitive process may be waived by the City Manager when the purchase is legitimately limited to a single source of supply.

However, for purchases costing more than \$50,000, the purchase must be reported to the City Council. If you approve this purchase, this memo and the supporting documents will be included in the next Procurement Activities Report to the Council.

Please contact Mary Gardocki if you require additional information.

Request Approved Request Denied


Kurt Triplett, City Manager

**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
Andreana Campbell, Management Analyst

Date: October 9, 2020

Subject: PROPOSED DRAFT 2021 STATE LEGISLATIVE PRIORITIES

RECOMMENDATION:

It is recommended that the City Council reviews the Proposed Draft 2021 State Legislative Priorities Agenda (Attachment A) and provides comments to staff, so that a final priorities agenda may be brought back for adoption at the November 4, 2020 special Council meeting.

A redline version of the City's 2020 adopted legislative priorities, showing the proposed changes for 2021 is attached (Attachment B).

BACKGROUND DISCUSSION:

The City Council's Legislative Workgroup, consisting of Mayor Sweet, Deputy Mayor Arnold, and Councilmember Curtis, is staffed by the City Manager and the Intergovernmental Relations Manager, and the CMO's Management Analyst. The legislative process also includes participation from Waypoint Consulting Group, the City's contracted lobbyist. Deputy Mayor Arnold is the Chair of the Legislative Workgroup, which guides the development of the City's legislative priorities and activities on behalf of the full Council. During session, the Workgroup meets weekly to track the status of the City's adopted priorities and provides support and oversight of strategies for achieving the priorities approved by the City Council.

Priority Coalition Advocacy

For over a decade, the City's annual State Legislative Agenda has consisted of three segments: General Principles; the City's top Legislative "Priorities" agenda; and selected Legislative "Support" Items agenda sponsored by other organizations which the City may support. For the coming session, Council's Legislative Workgroup recommends revising this structure to add a new segment to highlight a limited number of key legislative priorities critical to Kirkland and championed by other organizations. For this new segment, tentatively titled the "Priority Coalition Advocacy" agenda, the City may provide support of items as part of a coalition, utilizing city resources, but not taking the lead. The recommended restructured State Legislative Agenda therefore, consists of four segments: General Principles; the City's top Legislative "Priorities" agenda; a newly added "Priority Coalition Advocacy" agenda; and the remaining selected Legislative "Support" Items agenda.

The Priority Coalition Advocacy agenda is recommended to elevate important and timely legislative goals that are not Kirkland specific, and are best championed by organizations with whom the City is allied. Working in coalition, the City could provide a similar level of legislative engagement on these items as it does its top priorities, but the City will not be the lead on the issues. As Council identifies significant legislative policy issues, staff and the City's lobbyist will

identify the appropriate lead organization or coalitions with whom to work. The Workgroup recommends that no more than three items be included on its Priority Coalition Advocacy Agenda to keep efforts focused. Based on council's expressed interests, items proposed for this segment in 2021 are listed later in this memorandum.

The Lay of the Land: 2020 toward 2021

The City's top legislative priorities represent the primary focus for Council's Legislative Workgroup, the City Manager's Office and its contracted lobbyists during session. In 2020, the City began with its priorities generally reflected in four bullet points. As the session progressed, the City's priorities were articulated in aspects of 10 proposed policy and budget related bills. The 2020 regular legislative session ended on March 12, where the City had achieved four priorities including funding for lighting along the Cross Kirkland Corridor in the 45th district, and a partial funding of a school and transit connector sidewalk project in the 48th. One priority was referred for a study, and three others died.

At the moment in mid-March when the regular session closed, COVID-19 had swept into Kirkland and it was rapidly sweeping over the state and the country. As this public health crisis grew and the economy shrank, Washington State and its local governments responded immediately, deploying resources and depleting "rainy day" funds. At the writing of this memorandum, with the loss of revenue from COVID-19 the State is facing a nearly \$4.5 billion dollar budget deficit through 2023. Further, with the 2019 passing of Initiative I-976, the 2021 transportation budget is facing a \$1.8 billion shortfall through FY 2023 as well. The State Supreme Court heard an appeal of the constitutionality of I-976 this summer. Until the Supreme Court issues a ruling, an injunction order prohibiting the implementation of I-976, will remain in effect.

With COVID-19 social distancing protocols and public health guidelines to adhere to, the legislature is working to identify the best course of action to take with regard to how to conduct its business safely and transparently. For example, hearings most likely will be held remotely. At the writing this memorandum, the legislature's plan forward for 2021 are unclear. Staff will keep the Council updated.

Finally, the Legislative Workgroup has been told that given this environment and current financial circumstances, the legislature will likely consider a very limited set of bills in 2021. It is in this context that Council's Legislative Workgroup and staff have drafted a judicious list of legislative priorities for 2021. The regular 2021 legislative session is a long, 105-day session, being the first year of the biennium. The session will begin on Monday, January 11 and end on Friday, April 23.

Development of the Proposed Draft 2021 Legislative Agenda

The process for developing the coming session's legislative agenda begins in the preceding year, with staff maintaining a running list of ideas as they come up throughout the year from Councilmembers, legislators, Directors, staff, and constituents. Additionally, staff proactively reach out to Directors and managers of each City department for potential new issues or ideas in the Spring. Finally, staff and consultants closely monitor and provide feedback as the Association of Washington Cities' (AWC) Legislative Committee identifies its statewide priorities.

In September, after reviewing issues and ideas that had been proposed for the upcoming session, the City Manager developed a preliminary draft set of priorities for the Legislative Workgroup's consideration and feedback. Following the Workgroup's review, staff incorporated its input into the City's proposed draft 2021 legislative priorities, which are presented here for Council's consideration.

General Principles

With the pending expiration of the City's annexation sales tax credit in mid-2021, the Legislative Workgroup recommends striking this language from the principle of protecting shared state revenue sources. If accepted, the principle addressing shared state revenue and potential new revenue options would read as follows:

- Protect shared state revenue sources available to the City and provide new revenue options and flexibility in the use of existing revenues.

Priorities

The Legislative Workgroup recommends carrying over the following priorities from the City's 2020 agenda as priorities in 2021. These items are updated to reflect either legislative gains from last session or updated information gathered in the interim.

- Kingsgate TOD Pilot Project & NE 85th Street Station Area Plan – WSDOT recommended RCW changes for TODs such as:
 - *Amend RCWs 47.12.080, .063, .120 by removing the requirements that WSDOT must declare the property unused, no longer required for transportation purposes, or held for highway purposes, but not presently needed, prior to allowing the disposal or leasing of such property.*
 - *Amend RCW 47.04.295 and RCWs 47.12.080, .063, and .120 to grant WSDOT discretion in whether or not to charge fair market value for the lease or disposal of park and ride real property when the lease or disposal is for the purpose of providing affordable housing or multimodal transportation infrastructure*
- Allow Code Cities to complete local residential street maintenance projects in-house if no contractors enter a project bid
 - *Currently, for work completed in-house, 35.23.352 applies. The thresholds are a little different in the two sections of code. Both of the identified thresholds were raised as of July 28, 2019. The current amount allowed by RCW 35.23.352 for Code Cities is \$75,500 if a single craft or trade is involved with the public works project, and \$116,155 for multi-trade. Kirkland is also limited to no more than 10 percent of the biennial budget amount for public works construction.*
 - *In 2019, the legislature directed the Capital Projects Advisory Review Board (CPARB) and Department of Enterprise Services (DES) initiate a study to review the public works contracting processes for local governments, including the small works roster and limited public works processes. DES hired the Municipal Research and Services Center of Washington State (MRSC) to complete the study. The study's findings (Attachment C) and preliminary recommendations (Attachment D) were presented to the CPARB on October 6, 2020.*
 - *The Legislative Workgroup recommends monitoring the outcome of the CPARB report with respect to the direction of Representative Pollet (LD 46) and any bill that he may sponsor. Should a bill be run, the City could advocate for authority or flexibility to complete local residential street maintenance work in-house, if no contractors bid on a project.*

- Support capital budget funding for prioritized local infrastructure projects
 - *Seven projects have been identified for consideration by delegation members. (Attachment E)*

New Legislative Priority Items for consideration in 2021:

No new items are proposed on the list of legislative priorities for the City in 2021.

Issues & Items Initially Considered for the 2021 Session but Not Recommended as Priority:

The following items considered have either 1) evolved and do not require legislative action, 2) did not gain support last session and/or 3) are not likely to receive support from lawmakers in 2021. The Legislative Workgroup therefore recommends not including them on as priorities:

1. Authorizing limited commission officers to review automated traffic safety camera citations. Some cities and legislators feel this authority already exists.
 - *HB 2735 died last session, and AWC does not recommend pursuing statutory change.*
2. Exempting residential street maintenance from the Public Works threshold limitations
 - *While, the City adopted this item as a priority in 2019 for the 2020 session, it was later dropped from the priority list as the process of vetting the issue moved forward. Key to this decision was that the Chair of House Local Government would not entertain any bills on this topic in 2020. Rather, a study led by the MRSC, as to be conducted by the CPARB with a report and recommendations delivered to Local Government in December 2020. Further, concerns were communicated to the City by the building trades about the goal and agreed to work with Public Works to try to address the City's issue. The CPARB study was presented October 6, 2020 and after staff review and analysis, it was determined that none of top preliminary recommendations would help achieve the City's desired outcome.*
3. 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 Legislative Workgroup recommends continuing to carry this item on the City's support items agenda, which will be reviewed at a Council meeting in January. As a point of information, the City included this item as a top priority in 2016 and 17 and then carried it over on its support items agenda in 2018, 19, and 20.*

Priority Coalition Advocacy Agenda

Priority Coalition Advocacy items for consideration in 2021: Based on council's expressed interests, Kirkland is prioritizing the near-term achievement of policies, general principles, and foundational values of the coalitions and advocacy groups listed below in its Priority Coalition Advocacy agenda. The issues brought forth by these coalitions are critical to Kirkland and our priorities to be achieved. Kirkland recognizes that outcomes are more likely if led by the coalition rather than an individual city. The City will partner with these coalitions to ensure our community's needs are being met. The City could provide a similar level of engagement as it does for its top priority agenda items but, the City would not champion the issues.

1. Advocate for the Washington Low Income Housing Alliance's efforts for new local funding and policy tools to address homelessness and create more affordable housing.

2. Advocate for the Alliance for Gun Responsibility's recommendations for gun safety measures that promote safe and responsible gun ownership and reduce gun violence.
 - o Include a Kirkland focus on amending state law as necessary, consistent with the Washington State Constitution, to prevent the visible presence of firearms from intimidating those exercising rights to assembly.
3. Advocate for the Association of Washington Cities' (AWC) Statewide Policing Reforms priority. (Attachment F)

NEXT STEPS:

Annual Legislative Coffees with Members of the State Delegation

It is the goal of the City Council's Legislative Workgroup to have the City's 2021 legislative priorities adopted before it hosts its annual legislative coffees with the City's delegation. Virtual coffees with all nine members are scheduled for November, with the first one happening on November 10.

State Lobbyists

Waypoint Consulting serves as Kirkland's State lobbyists. Waypoint partners Majken Ryherd and Teresita Torres will participate in the upcoming legislative coffees.

The City's State Legislative Delegation

The City of Kirkland includes three legislative districts – 1st, 45th, and 48th.

Legislative District 1

The 1st Legislative District is represented by Senator Derek Stanford who is up for reelection November 3. The House seats are currently held by Representatives Shelly Kloba and Davina Duerr, both of whom are up for reelection November 3 as well.

Legislative District 45

Voters in the 45th Legislative District are represented by Senator Manka Dhingra. The House seats are currently represented by Representatives Larry Springer and Roger Goodman, both of whom are up for reelection November 3.

Legislative District 48

The 48th Legislative District is represented by Senator Patty Kuderer. The House seats are currently held by Representatives Amy Walen and Vandana Slatter, both of whom are up for reelection November 3.

Proposed Final 2021 Legislative Priorities

After receiving the City Council's feedback, final 2021 Legislative Priorities and Priorities Coalition Advocacy agenda will be prepared for adoption at the Council's November 4, 2020 special meeting. Staff will also provide a draft Resolution adopting the priorities at that time. The Support Items Agenda will be prepared for Council's consideration in January 2021.

- Attachments:
- A. Proposed Draft 2021 Legislative Priorities Agenda
 - B. Redline version of city's 2020 Priorities, showing the proposed 2021 Priorities
 - C. CPARB Executive Summary: Local Government Public Works Contracting Study
 - D. CPARB Recommendations: Local Government Public Works Contracting Study
 - E. Prioritized local infrastructure projects
 - F. AWC's Adopted 2021 Priorities



CITY OF KIRKLAND 2021 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 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.
- Support reestablishing the partnership between cities and the State to ensure that critical mandates are funded, and vital services are provided to all of the residents of the state.

City of Kirkland 2021 Legislative Priorities

- Kirkland supports and legislative actions that facilitate Transit-Oriented Development (TOD) for the Kingsgate Park and Ride TOD Pilot project, the I-405 & NE 85th Street Station Area and future TOD projects at other WSDOT-owned properties. Action such as:
 - Amend RCWs 47.12.080, .063, .120 by removing the requirements that WSDOT must declare the property unused, no longer required for transportation purposes, or held for highway purposes, but not presently needed, prior to allowing the disposal or leasing of such property.
 - Amend RCW 47.04.295 and RCWs 47.12.080, .063, and .120 to grant WSDOT discretion in whether or not to charge fair market value for the lease or disposal of park and ride real property when the lease or disposal is for the purpose of providing affordable housing or multimodal transportation infrastructure
- Kirkland supports allowing Code Cities to complete local residential street maintenance projects in-house if no contractors enter a project bid
- Kirkland supports capital budget funding for prioritized local infrastructure projects

City of Kirkland 2021 Priority Coalition Advocacy Agenda

- Advocate for the Washington Low Income Housing Alliance's efforts for new local funding and policy tools to address homelessness and create more affordable housing.
- Advocate for the Alliance for Gun Responsibility's recommendations for gun safety measures that promote safe and responsible gun ownership and reduce gun violence.
 - Include a Kirkland focus on amending state law as necessary, consistent with the Washington State Constitution, to prevent the visible presence of firearms from intimidating those exercising rights to assembly.
- Advocate for the Association of Washington Cities' (AWC) Statewide Policing Reforms priority.



CITY OF KIRKLAND 2021~~0~~ 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.
- Support reestablishing the partnership between cities and the State to ensure that critical mandates are funded and vital services are provided to all of the residents of the state.

City of Kirkland 2021~~0~~ Legislative Priorities

- ~~Kirkland supports new local funding and policy tools to address homelessness and create more affordable housing, such as:~~ (moved to priority coalition advocacy).
 - ~~Exempting homeless shelters from utility connection charges~~ (both HB 2629 and SB 6414 died).
 - ~~Extending the date of a qualifying local tax for an affordable housing levy to November 30, 2021~~ (Governor vetoed HB 2797 because of COVID's impact to the economy. However, 1406 is law).
 - ~~Adding Accessory Dwelling Units as improvements to Single Family Dwellings that qualify for a three year property tax exemption~~ (Legislature passed SB 6231).
- ~~Kirkland supports authorizing limited commission officers to review automated traffic safety camera citations~~ (HB 2735 died. AWC does not recommend pursuing statutory change).
- Kirkland supports [allowing Code Cities to complete local residential street maintenance projects in-house if no contractors enter a project bid exempting street maintenance from the Public Works threshold limitations](#)
- ~~Kirkland supports formalizing procedures to maximize development potential of lands adjacent to the I-405 & NE 85th Street Interchange~~ (Legislature passed HB 2343) Going into 2021, the projects would be included as a priority supporting WSDOT recommended RCW changes to facilitate TODs on its properties – Kingsgate and I-405/NE 85th St Station Area Plan.
 - ~~Amend RCWs 47.12.080, .063, and .120 by removing the requirements that WSDOT must declare the property unused, no longer required for transportation purposes, or held for highway purposes, but not presently needed, prior to allowing the disposal or leasing of such property.~~
 - ~~Amend RCW 47.04.295 and RCWs 47.12.080, .063, and .120 to grant WSDOT discretion in whether or not to charge fair market value for the lease or disposal of park and ride real property when the lease or disposal is for the purpose of providing affordable housing or multimodal transportation infrastructure~~

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- Kirkland supports capital budget funding for prioritized local infrastructure projects.
 - 90th Ave NE school walk improvements (1st LD) (potential carryover)
 - Juanita Dr. - 79th Way NE to NE 120th St. (1st LD) (potential carryover)
 - ~~Lighting at 132nd Square Park (45th LD) (Funded in SB 6248).~~
 - ~~Lighting along CKC south of NE 124th St. and under I-405 (45th LD) (partially funded in SB 6248).~~

City of Kirkland 2021 Priority Coalition Advocacy Agenda

- Advocate for the Washington Low Income Housing Alliance's efforts for new local funding and policy tools to address homelessness and create more affordable housing.
- Advocate for the Alliance for Gun Responsibility's recommendations for gun safety measures that promote safe and responsible gun ownership and reduce gun violence.
 - Include a Kirkland focus on amending state law as necessary, consistent with the Washington State Constitution, to prevent the visible presence of firearms from intimidating those exercising rights to assembly.
- Advocate for the Association of Washington Cities' (AWC) Statewide Policing Reforms priority.

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Local Government Public Works Contracting Study

Executive Summary

Purpose and Scope

To support the legislative directive in ESSB 5418 which passed in 2019, the Capital Projects Advisory Review Board (CPARB) and Department of Enterprise Services (DES) initiated this study to review the public works contracting processes for local governments, including the small works roster and limited public works processes provided in [RCW 39.04.155](#). The scope of the report from the bill reads as follows:

“... The report must include the following:

- (a) Identification of the most common contracting procedures used by local governments.*
- (b) Identification of the dollar amounts set for local government public works contracting processes;*
- (c) Analysis of whether the dollar amounts identified in (b) of this subsection comport with estimated project costs within the relevant industries;*
- (d) An analysis of the potential application of an inflation-based increaser, taking regional factors into consideration, to the dollar amounts identified in (b) of this subsection, for example:

 - (i) Applying the implicit price deflator for state and local government purchases of goods and services for the United States as published by the bureau of economic analysis of the federal department of commerce; and*
 - (ii) Adjusting the bid limit dollar thresholds for inflation, on a regional basis, by the building cost index during that time period;**
- (e) Recommendations to increase uniformity and efficiency for local government public works contracting and procurement processes;*
- (f) Rates of participation of all contractor types, including qualified minority and women-owned and controlled businesses, in the small works roster and limited public works contracting processes; and*
- (g) Barriers to improving the participation rate in the small works roster and limited public works contracting processes.”*

DES hired the Municipal Research and Services Center of Washington State (MRSC) to complete the study outlined in ESB5418.

Methodology and Data Sources

The report includes four major data sources:

- **Literature Review:** MRSC reviewed applicable data and previous studies done in the area of Washington State Public Works Contracting. This process was intended to ensure that the project team is fully aware of the current processes, major studies completed, and interested parties. This review included the recent *Washington State Disparity Study* and the Department of Commerce report, *The Impact of Rural Procurement Study*.
- **Stakeholder Interviews:** MRSC conducted a series of 30 stakeholder phone interviews to discuss the following areas of interest in regards to public works contracting: decision-making in choice of contracting procedures, typical projects for each relevant industry, impacts of a regional bid threshold, specific challenges posed by the contracting processes, factors that drive up costs of projects and steps local government take to ensure competition in the contracting process.
- **State Data Sources:** MRSC identified multiple data sources to find the most comprehensive insight to public works contracting available. The most critical data source came from

Washington State Labor & Industries. MRSC analyzed 184,454 records of public works projects from FY July 2013 – June 2019 and a second data set, as available, from FY July 2019 – June 2020. Other data sources included: The Office of Minority and Women Owned Business Enterprises.

- Local Government and Business Survey:** In order to get additional feedback and data from agencies and businesses, MRSC created a survey to collect information from local government employees and businesses on the barriers they face in public works contracting and perceived improvements to the current process. This information is meant to supplement the more detailed stakeholder interviews and data collection efforts, in order to substantiate our results and fill in any gaps in the project team’s thinking. The survey completed with over 350 local government participants and 95 business participants.

Study Findings

Most Commonly Used Contract Procedures

To understand the public works landscape, it is critically important to know which of the defined public works contracting procedures are being used most often. Because the current available data that came through the Labor and Industries does not include a field to indicate which contracting procedure was used, the team applied two separate approaches to this question: using dollars as a proxy for contracting procedure, and agency reporting on average use through the survey.

Figure A. Count of Public Works Projects by Contracting Procedure, Fiscal Year 2013-2019

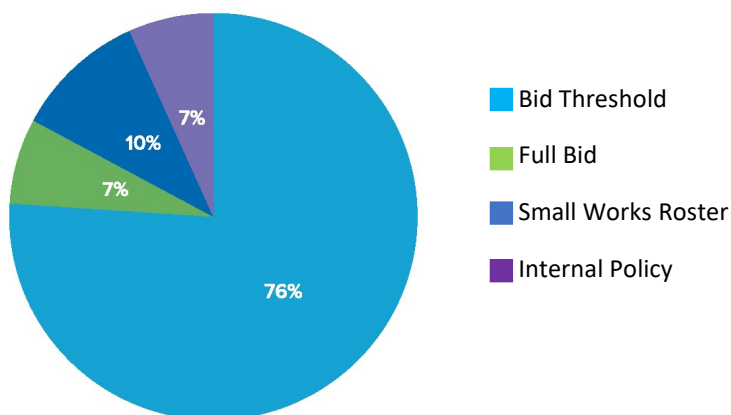
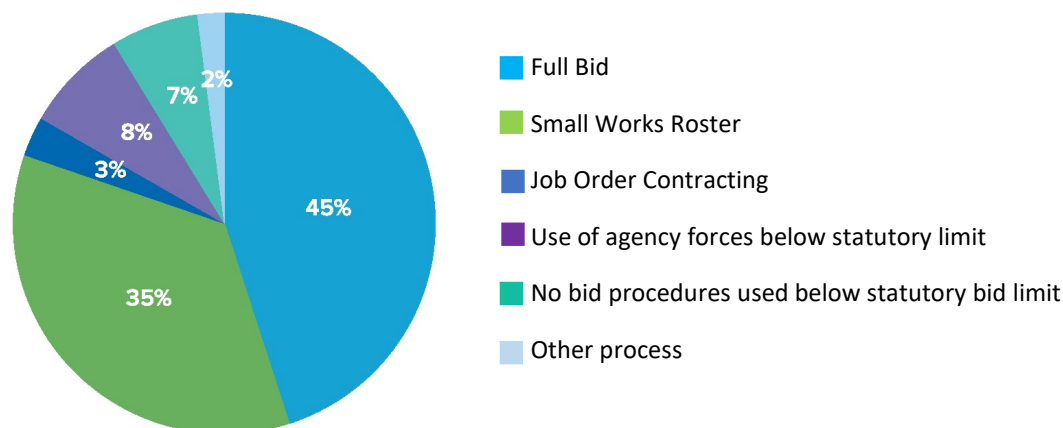


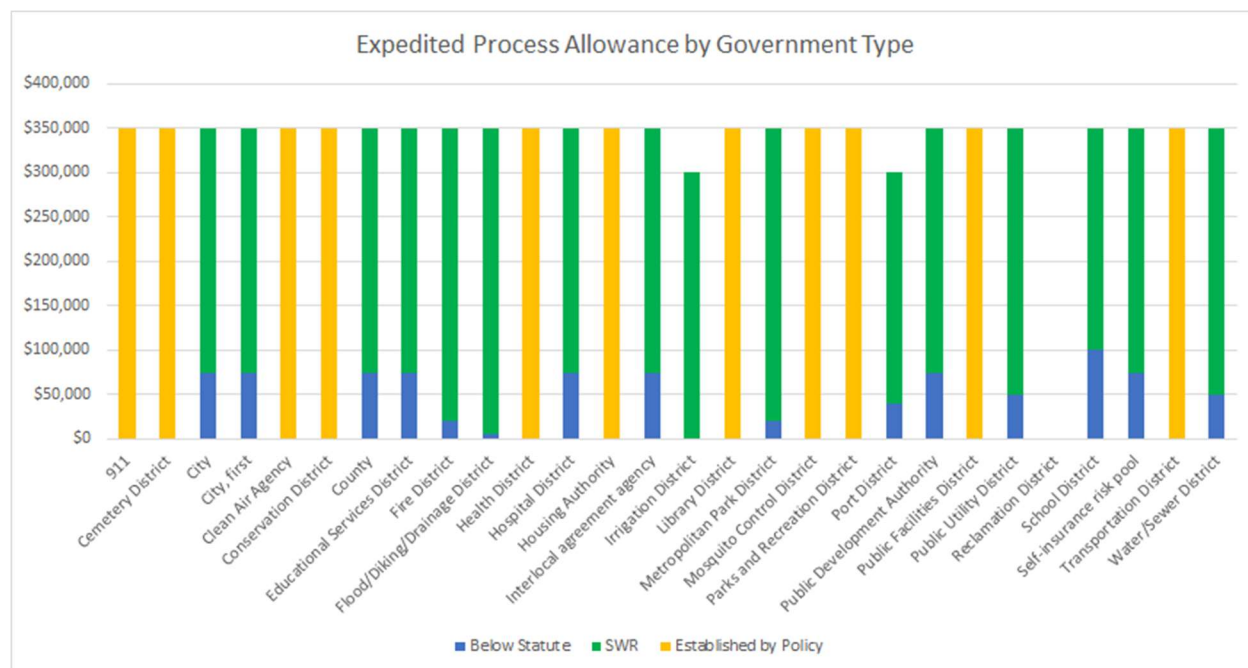
Figure B. Survey Results: Approximately what percent of your public works projects are done using the following process?



Public Works Bid Thresholds

The project team was tasked with indicating whether changing thresholds would be a benefit to all stakeholders and what the best process for changing those thresholds should be. First, there must be a definition of the current threshold landscape. Thresholds for cities, counties and many special purpose district groups are set by the legislature. Included **on page ##** is a bid matrix which displays the current bid thresholds, day labor limits and authority for public works contracting for each agency type. Below is a simplification of this chart, using blue to indicate below statutory requirements threshold, green to indicate the small works roster threshold and yellow to indicate that the process is set by internal policy.

Figure C. Contracting Process allowed by Agency Type



Threshold Changes and Inflation Factor

The majority of local government employees surveyed saw a benefit to raising both the small works roster threshold and the below statutory requirement threshold. Businesses raised some concerns around thresholds, but most concerns were not on what number the threshold was, but the clarity and transparency of the process.

Due to current research limitations and feedback received from local governments across the state, the project team determined that, if an inflation factor were to be implemented, it should be implemented state-wide using the Construction Cost Index (CCI).

Figure D. Example of Small Works Thresholds adjusted for Inflation using the CCI 10-year average



Rates of Participation and Diversity

There is currently no definition of small business in the public works statute (RCW 39.04). Therefore, participation of small businesses in local government public works contracts is not currently measured by any data collection effort. Further, in historical records, there is no data collection effort that displays whether minority and/or women-owned businesses participated in a project as a sub-contractor. At the prime level, minority and/or women-owned businesses participated in 4% of projects, totaling 2% of the dollars spent.

Many barriers were identified for small, minority and/or women-owned businesses, however, none of the identified barriers were specifically tied to thresholds. Identified barriers of participation include:

- Paperwork and requirements are difficult for small and minority and/or women owned businesses to understand and complete
- Lack of availability of minority and/or women-owned businesses in rural areas and the difficulty for firms to know how to find new business
- Lack of understanding of where to look for opportunities or not being contacted for opportunities

Improving Efficiency

Many improvements to make the public works process more effective were shared by local government agencies and businesses in interviews and the survey. Ideas for further public contracting efficiencies include:

- Better categorization on the small works roster
- The ability to sort contractors by region/location on the small works roster
- Better outreach/marketing specifically to minority and/or women owned businesses
- Better data transparency to show how bid and who won the project
- Decreasing paperwork associated with the process
- Processing payments faster for small businesses
- Decreasing advertising requirements for public agencies
- Increasing training for public agencies in public works contracting

Recommendations

Based on the findings in the report and further discussion, the CPARB committee and the project team compiled the following list of actions for submittal to the CPARB Board to consider as legislative recommendations:

- *Adjust Port District and Irrigation District Statutes to refer to RCW 39.04.155*
- *Tie threshold increases to state-wide inflation factor based on CCI*
- *Expand the 'no-bid response' process to all agencies*
- *Give unit price contracting authority to all public agencies*
- *Remove retainage and bond requirements for projects under \$5,000*
- *Create a centralized list of rosters*
- *Create list of certification/registration programs for disadvantaged businesses*
- *Define small business in the public works contracting statute*
- *CPARB update to supplemental bidder responsibility guidelines*
- *Coordinated schedule for significant outreach events between public agencies and other stakeholders*
- *Provide professional assistance to local government for Contracting guidance and Marketing and outreach to contractors*
- *In addition, the CPARB committee submit to the CPARB Board the following suggestions for future studies related to public works contracting: Review threshold limits below the statutory designation*
- *Review how the bidding structure is set for various types of local government*
- *Review the impact of a master governing statute for threshold limits*
- *Review for consolidation of county thresholds*
- *Increase the base SWR threshold amount*
- *Evaluate advertisement requirements for formal competitive bids (i.e. Newspapers vs. other formats)*
- *Review the impact of a centralized state-wide roster*
- *Evaluate the potential program for sub-contractors to express interest in projects*
- *Evaluate possibilities for electronic solicitations for all competitive bidding (currently this appears to only be available in the SWR process)*
- *Expand data collection efforts by L&I (contract types) and OMWBE (participation rates) through a sustained funding model*
- *Identify how State and OMWBE studies relate to local government*

CPARB Public Works Committee: Recommendations for consideration

Recommendation 1: Adjust Port District and Irrigation District Small Works Roster Statutes to refer to RCW 39.04.155 (Keith Motion, Kristen 2nd) Unanimous

Currently, Port and Irrigation Districts authorizing statutes refer to number values for a small works roster limit. Revise authorizing statutes 58.08.130(2)(a,b) and 87.03.436 to refer to RCW 39.04.155 and remove any reference to a threshold dollar amount. For more information, see the “Uniform Thresholds” section of the report.

Recommendation 2: Tie Small Works Roster threshold increases to state-wide inflation factor based on CCI (Kristen Motion, Jane 2nd) (Yes, Kristen, Chris, Karen, Jane, Andy) Abstain (Jolene) (No, Michael, Keith)

Implement an inflation-based increase to public works contracting thresholds every 5 years. This process is explained below in more detail (see “Possible Phased Approach to Managing Threshold Increases based on Inflation”). For more information on this topic, see the “Inflation Rate” section of the report.

Recommendation 3: Expand the ‘no-bid response’ process to all local agencies (Kristen Motion, Keith 2nd) No (Michael with caveat that may be able to increase transparency)

Code cities are authorized in RCW 35.23.352(1) to when they receive no-bid in any contracting process, reach out to a single contractor and negotiate a contract. Expand this process to all agencies. For more information, see the “increasing efficiencies” section of the report.

Recommendation 4: Give unit price contracting authority to all local government agencies (Jane Motion, Kristen 2nd) Abstain (Michael) (No, Jolene)

Currently only PUDs, cities, port districts, water & sewer districts, transportation benefit districts, and counties with purchasing departments are authorized to use unit-price contracting. The current process for authorizing additional local government types to use the contracting process is dependent on each agency petitioning the legislature.

Recommendation 5: Remove retainage and bond requirements for projects under \$5,000 (Chris Motion, Kristen, 2nd) Unanimous

Paying retainage and for performance bonds were identified both as a barrier to small and minority-and-women owned businesses as well as causing more paperwork and less efficiency for local government. For more information on this topic, see the “Barriers to Participation” section of the report.

Recommendation 6: Create a centralized list of rosters (Michael Motion, Kristen 2nd) Unanimous *(clarifying points needed)

Require any agency, collection of agencies or roster service to register in a centralized list of all small works rosters in the state for businesses to understand what sources of work are available. For more information, see the “Barriers to Participation” and “Increasing Efficiencies” section of the report.

Recommendation 7: Create list of certification/registration programs for disadvantaged businesses (Michael Motion, Kristen 2nd) Unanimous

Require any agency, collection of agencies or service to register in a centralized list of all small business, minority, women, disadvantaged business enterprises and veteran-owned programs in the state for businesses to understand what resources are available. For more information, see the “Barriers to Participation” section of the report.

Recommendation 8: Define small business in the public works contracting statute (Chris Motion, Kristen 2nd) Unanimous

Currently there is no small business definition referred to in public works contracting statute. It is recommended to either define this for local government or refer to the definition found in the state goods and services statute 39.26.010. For more information, see the “Small Business Participation Rate” section of the report.

Recommendation 9: CPARB update to supplemental bidder responsibility guidelines (Jane Motion, Michael 2nd) (No – Kristen, Karen, Keith, Andy) Split vote

CPARB guidelines have not been updated since 2014 and should be funded to review and update to provide better guidance to public agencies and ensure supplemental criteria are project specific.

Recommendation 10: Coordinated schedule for significant outreach events between public agencies and other stakeholders (Michael Motion, Andy 2nd) Unanimous

Designate or establish an agency, collection of agencies or service as a resource to create a calendar of major outreach events as a central place for businesses to find outreach information and to ensure similar events do not conflict.

Recommendation 11: Provide professional assistance to local government for Contracting guidance and Marketing and outreach to contractors (Michael Motion, Jane 2nd) (No – Andy, Keith, Kristen, Karen) Split vote

Designate or establish an agency, collection of agencies or service as a resource to provide assistance to public agency employees, specifically in the areas of writing scope and bid documents, marketing and outreach. For more information, see the “Increasing Efficiencies” section of the report

Potential Future Studies for Review

Future Study Recommendation 1: Review thresholds below statutory designation

Currently the project amounts below a statutory threshold for public works is unclear. Study the process for setting that amount and the impact of creating a more uniform threshold for current agency types. For more information, see the “Public Works Bid Thresholds” section of the report.

Future Study Recommendation 2: Review structure of current types of local government

When a new local government type is authorized, it is unclear how their procurement thresholds (or lack of) are set. Review and study this process to set logic for setting procurement thresholds. For more information, see the “Public Works Bid Thresholds” section of the report.

Future Study Recommendation 3: Impact of a master statute

Each local government type has certain public works contracting rules and thresholds through their own authorizing statute. Review and study the impact and process to create one master statute. For more information, see the “Public Works Bid Thresholds” section of the report.

Future Study Recommendation 4: Review consolidation of county thresholds

There are currently four different statutes outlining county public works requirements based on their organizational structure. Review the impact of creating one uniform threshold for all counties. For more information on this topic, see the “Public Works Bid Thresholds” section of the report.

Future Study Recommendation 5: Increase base SWR threshold amount *Priority (Karen)

In order to understand what the base small works roster threshold should be, there needs to be better data collection that connects contracting type to project type. Labor and Industries started collecting this data in FY2019-2020. Future review and study is suggested to use this data and other analysis to determine the logic behind which projects should be within each contracting type and discuss impact of increasing the base threshold. For more information, see “Increasing efficiencies” and “Public works thresholds” sections of the report.

Future Study Recommendation 6: Evaluate advertisement requirements for formal competitive bids (i.e. Newspapers vs. other forms) *Priority (Kristin)

Review and study current advertising requirements for potential efficiencies including, but not limited to, changing the newspaper requirement to a different centralized place or other form. For more information, see “increasing efficiencies” section of the report.

Future Study Recommendation 7: Review impact of centralized state-wide roster

Businesses find the current network of roster systems difficult to navigate. Review and study the impact of creating one state-wide roster for all local government agencies. For more information, see “Barriers to Participation” and “Increasing Efficiencies” section of the report

Future Study Recommendation 8: Determine potential program for sub-contractors to express interest in projects

On the small works roster and other bid processes, small businesses feel as though they are unable to express interest because they are not set up to be a prime contractor. Study and

review the potential for creating a platform or process for contractors to express interest in becoming a sub-contractor. For more information, see “barriers to participation” section of the report.

Future Study Recommendation 9: Evaluate possibilities for electronic solicitations for all competitive bidding (only available for SWR) *Priority (Kristin)

Electronic bidding is not specifically authorized in statutes and conflicts in part with requirements for sealed bids. However, recent technological advances have proven that electronic bids can be sealed and provide other efficiencies as well. Review impact and potentially change statutes to allow electronic submissions for all public works bids.

Future Study Recommendation 10: Expand data collection efforts by L&I (contract types) and OMWBE (participation rates) through a sustained funding model

Labor and Industries and The Office of Minority and Women Owned Business Enterprises are spearheading data collection efforts that are critical to continuing study in the area of local government procurement. Continue to expand on these data collection efforts to ensure future studies recommended in this section can be successful.

Future Study Recommendation 11: Identify how State and OMWBE studies relate to local government

Many studies currently issued by the state and state agencies are state process specific but are looked to as an example for local government. Review and study what requirements at the state level are relevant to local government and identify resources to aid in their implementation.

Recommendation 2: Possible Phased Approach to Managing Threshold Increases based on Inflation

Phase I – Inflation Guided Increases to Existing Thresholds

(1) When to present suggested increases to Legislature, and (2) how the suggested changes are calculated (3) Who prepares legislative revisions at the designated intervals.

An idea has been floated of review threshold increases every 5 years.

To make the calculations for recommended increases, start with threshold levels as they exist presently. Verify the state-wide inflation factor (assumed at this time to be the Construction Cost Index), and make a calculation that applies the inflation factor to existing thresholds for each year that has passed to demonstrate the amount of increase applicable

EXAMPLE CHART

current annualized inflation factor at 4%

Agency	Threshold on 1/1/21	Inflation factor	Calculated threshold (Yr 1) 1/1/22	Calculated threshold (Yr2) 1/1/23	Possible Recommended threshold increase
First class City					
Single craft	\$75,500	4%	\$78,520	\$81,661	\$80,000
Multi craft	\$150,000	4%	\$156,000	\$162,240	\$160,000
Code Cities					
Single craft	\$75,500	4%	\$78,520	\$81,661	\$80,000
Multi craft	\$116, 155	4%	\$162,617	\$169,121	\$170,000

The timing for the increase recommendation to be presented to the legislature may need to be given consideration as well.

For example, if the recommendation demonstrated above were to be presented to the Legislature in 2024, you may want to make the 2024 (Yr 3) calculation and add it to the recommended increase so as not to miss a year in the process.

This would also be calculated for the small works roster threshold.

Here, the intent from discussions, would be to first bring all agencies up to the current \$350,000 threshold enjoyed by most agencies. An immediate recommendation would be to amend the independent statutes of Ports and Irrigation Districts to accomplish this, and possibly include a revision that directs these statutes to align with the small works roster statute (RCW 39.04.155)

Applying the same process as described above, calculations to the small works roster thresholds are demonstrated below:

Small Works Roster	Threshold on 1/1/21	Inflation factor	Calculated threshold (Yr 1) 1/1/22	Calculated threshold (Yr2) 1/1/23	Possible Recommended threshold increase
SWR threshold	\$350,000	4%	\$364,000	\$378,560	\$380,000
Limited Public Works threshold					
LPW threshold	\$50,000	4%	\$52,000	\$54,080	\$54,000

Phase II – Study to Determine Setting Uniform Thresholds Across Agency Types

A separate study could be recommended to research the varying threshold levels with an eye to assessing the feasibility for more uniform thresholds across the agency types. Some initial considerations to be explored might be

- 1) The history of how thresholds for specific agency types were initiated
- 2) Are there agency types whose operations would preclude expansion of thresholds
- 3) How individual agency internal policies might be impacted (would extensive re-write of ordinances, resolutions, and internal policy be required)

Potential 2021 Capital Projects**LD 1**

1. Fire training facility at the site of new Fire Station 24
(**REQUEST:** \$500,000 for design and construction)
2. Nonmotorized Improvements on NE 131st Way/90th Ave NE from 97th Ave NE to NE 134th St.
(**REQUEST:** Up to \$500,000 for construction)
3. Sidewalk improvements on 90th Ave., from NE 134th St. to NE 138th St.
(**REQUEST:** Up to \$500,000 for construction)

LD 45

1. Standby Generators - Peter Kirk Community Center & Teen Union Building and the Parks Maintenance & Operations Center
(**REQUEST:** \$550,000 for design, purchase and installation of a new commercial facility standby generators)
2. Peter Kirk Community Center Roof
(**REQUEST:** \$450,000 for design and construction of a new roof)

LD 48

1. Sidewalk Improvements on east side of 116th Ave. NE from NE 73rd to north of NE 75th Pl.
(**REQUEST:** Up to \$500,000 for scope, design and construction of as much sidewalk as possible)
2. Rapid Flashing Beacon on State Street at 7th Ave. S
(**REQUEST:** Up to \$130,000 for design and construction)

(12 pages to follow)



District 1 Local Project – Fire training facility at the site of new Fire Station 24

REQUEST: \$500,000 for design and construction (*Project can be scaled or phased as funding allows*)

Kirkland Fire is in need of a training facility reflective of the growth and new conditions methods present in our community. Furthermore, we are unable to complete training requirements mandated by WAC or NFPA without leaving our jurisdiction.

The training ground, consisting of three containerized buildings, would represent townhomes, center hallway apartments, and large commercial structures. Each prop is designed to present similar challenges and conditions firefighter would encounter during real emergencies. The building would be equipped with propane burn props to simulate fire and smoke found inside building on fire. Live Fire training is an annual training requirement for all firefighters.

The building would include interior and exterior stairs, standpipes and sprinkler systems, have floor plans similar to actual buildings, and areas for specialized training like rope rescue, confined space and firefighter safety and survival.



Containerized training facilities are cost effective. Reconfiguration of buildings allows departments to alter or change training building layout based on training needs, alterations in building construction methods, or to “renew” interest in training buildings.

KFD envisions a all hazards training facility that could support regional training opportunities for multiple King County fire departments.

Timeline: Design and construction would begin in 2021.



District 1 Local Project - Nonmotorized Improvements on NE 131st Way/90th Avenue NE from 97th Avenue NE to NE 134th Street

REQUEST: Up to \$500,000 for construction (*Project can be scaled or phased as funding allows*)

The preliminary 2021-2026 Capital Improvement Program includes \$439,000 for design, permits, and partial construction of both this section and along 90th Avenue NE. Contributions from the legislature will help fund construction of this project. The project can be scaled to match the funding level.

Broken curbs and inadequate pedestrian and bicycle facilities: Many years ago, King County installed sections of extruded curb along the north side of 90th Avenue NE/131st Way as a form of surface water control. The original purpose of the curb was to stop surface water run-off from entering the roadway where it would sheet-flow across to the other side and occasionally freeze in winter months. The curb is now broken in many places and no longer functions as intended. The broken extruded curb also presents a hazard for people walking, biking and driving in the corridor.



Pedestrian and bicycle connection from Finn Hill to rest of Kirkland: The missing pedestrian and bicycle facility leads to school and Metro bus stops and connects Finn Hill to 100th Avenue NE business district, Juanita Village, parks and schools.

Timeline: Design is expected to be complete in 2021 with construction in 2021/2022.

Safer Routes to School Initiative: This project ranks #1 in the Safer Routes to School initiative for Finn Hill. The project received the most votes from the Community than any other project in Finn Hill.

From April 2019 to August 2020, City staff worked in partnership with various stakeholders to develop Safer Routes to School Action Plans, which improve safety along key pedestrian school walk routes while inspiring more students to walk, bike and ride the bus to school. The action plans include 134 improvements, including 59 enhanced crossings and 75 new or improved sidewalk segments.

There was a high level of community engagement to develop these plans. Staff sought input both in person and via Zoom through targeted outreach at neighborhood association meetings, walk and bike to school events, community events, interest group meetings, and community meetings at City Hall, reaching an estimated 2,090 stakeholders. Additional outreach took place across the City's various social media platforms, including Nextdoor, Facebook and Twitter, plus the City's website, YouTube channel and weekly newsletter.

District 1 – Local Project





District 1 Local Project - Sidewalk on 90th Ave. NE from NE 134th St. to NE 138th St.

REQUEST: Up to \$500,000 for construction (*Project can be scaled or phased as funding allows*)

The preliminary 2021-2026 Capital Improvement Program includes \$439,000 for design, permits, and partial construction of both this section and along NE 131st Way/90th Avenue NE. Contributions from the legislature will help fund construction of this project. The project can be scaled to match the funding level.

Three missing sidewalk sections: 90th Avenue NE is a north/south neighborhood collector with high traffic volumes (4,800 average daily trips) and limited and intermittent pedestrian facilities. Three sections of sidewalk are missing between NE 134th Street and 138th Street. Cars often park on the shoulder forcing pedestrians to walk into the street between existing sidewalk segments. The sidewalk sections lead to school and Metro bus connections. When both projects (90th Avenue NE and NE 131st Way) are complete, this nonmotorized facility will connect Finn Hill to 100th Avenue NE business district, Juanita Village, parks and schools.

Connecting neighborhoods to schools: This north/south collector leads children to NE 134th Street and ultimately to three schools along 84 Avenue NE; Thoreau Elementary, Sandburg Elementary, and Finn Hill Middle School. Over 1,500 students attend these three schools (all within 2 miles of each other). Thoreau Elementary School is one of two schools in the City without bus service (walk only).



Timeline: Design is expected to be complete in 2021 with construction in 2021/2022.

Safer Routes to School Initiative: This project ranks #4 in the Safer Routes to School initiative for Finn Hill (with NE 131st Way/90th Avenue NE ranking #1). *Priority #1 is included in the 2020 Legislative ask. Priority #2 and #3 are being addressed through the City's 2021-2026 Preliminary Capital Improvement Program.*

From April 2019 to August 2020, City staff worked in partnership with various stakeholders to develop Safer Routes to School Action Plans, which improve safety along key pedestrian school walk routes while inspiring more students to walk, bike and ride the bus to school. The action plans include 134 improvements, including 59 enhanced crossings and 75 new or improved sidewalk segments.

There was a high level of community engagement to develop these plans. Staff sought input both in person and via Zoom through targeted outreach at neighborhood association meetings, walk and bike to school events, community events, interest group meetings, and community meetings at City Hall, reaching an estimated 2,090 stakeholders.

District 1 Local Project





District 45 Local Project – Standby Generators: Peter Kirk Community Center & Teen Union Building and the Parks Maintenance & Operations Center

TOTAL REQUEST: \$550,000 for design, purchase and installation of a new commercial facility standby generators *(Project can be scaled or phased as funding allows)*

Peter Kirk Community Center/Teen Union Building Generator

REQUEST: \$300,000 for design, purchase and installation of a new commercial facility standby generator for the Peter Kirk Community Center/Teen Union Building.

The lack of emergency power at this location makes the space nearly useless when the City and community would need it most. An investment in generation at these facilities, would build resiliency and redundancy for essential City operations and serve the Kirkland community, particularly our most vulnerable residents, during the most challenging of times. A vital resource to community members daily is the Peter Kirk Community Center, including the Teen Union Building. This facility is a tremendous asset for mass care efforts such as sheltering, community feeding, disaster recovery services, emotional and health support needs, and distribution of essential supplies to the community, however, without power none of these necessary offerings can be achieved.



Timeline: The generator would be purchased as soon as funding were available.



Parks Maintenance and Operations Center Generator

REQUEST: \$250,000 for design, purchase and installation of a new commercial facility standby generator at the Parks Maintenance and Operations Center.

Parks leads and provides support to several mission critical tasks during weather situations and most importantly post-earthquake restoration and recovery. Through emergency operations exercises and response efforts, the lack of emergency power at critical City facilities was identified as a gap in City's ability to deliver essential services for restoration and recovery and support the community during crisis. The new Parks Maintenance and Operations Center increased the overall functionality and efficiency of Parks operations, however a facility specific or regional power outage, would limit the capability of the staff and resources to respond to and recover from a disaster.



Timeline: Generator would be purchased as soon as funding were available.



District 45 Local Project – New Roof for the Peter Kirk Community Center

REQUEST: \$450,000 for design and construction of a new roof on the Peter Kirk Community Center. *(Project can be scaled or phased as funding allows)*

A vital resource to community members daily is the Peter Kirk Community Center, including the Teen Union Building. The Peter Kirk Community Center is our community's hub of activity for people age 50 and over. Every year, thousands of residents enjoy programs provided at these facilities. Adult fitness, adult dance, preschool activities, special interest, special activities, gymnastics, and movement is just a small list of the many activities provided. Meals, comradery with peers and a sense of community happen in the Peter Kirk Community Center. By investing in the aging infrastructure, the Peter Kirk Community Center would have many more years of community and provide a vital service to the community.



Timeline: Design and construction would begin in 2021.





District 48 Local Project – Sidewalk on east side of 116th Avenue NE from NE 73rd to north of NE 75th Place

Request: Up to \$500,000 for scope, design and construction of as much sidewalk as possible along 116th Avenue NE from NE 73rd to north of NE 75th Place. The project can be scaled to match funding level.

Four missing sidewalk sections: 116th Avenue NE is a major north/south collector with high traffic volumes (7,800 average daily trips) adjacent to I405. The collector serves the NE 85th Street Business District as well as the new Washington State Department of Transportation NE 85th Street freeway interchange. The collector leads directly to Lake Washington High School. Because of crash history, this street is considered Level II (second highest) risk factor in Kirkland’s Road Safety Plan. The sidewalk sections lead to school and Metro bus connections.

Pedestrian connection from South Rose Hill to the rest of Kirkland: This missing sidewalk connects the neighborhood to schools, Houghton Park and Ride, Kirkland Greenway, and over I405 to the waterfront and downtown Kirkland.



Safer Routes to School Initiative: This project ranks #1 in the Safer Routes to School initiative for South Rose Hill/Bridle trails.

From April 2019 to August 2020, City staff worked in partnership with various stakeholders to develop Safer Routes to School Action Plans, which improve safety along key pedestrian school walk routes while inspiring more students to walk, bike and ride the bus to school. The action plans include 134 improvements, including 59 enhanced crossings and 75 new or improved sidewalk segments.

There was a high level of community engagement to develop these plans. Staff sought input both in person and via Zoom through targeted outreach at neighborhood association meetings, walk and bike to school events, community events, interest group meetings, and community meetings at City Hall, reaching an estimated 2,090 stakeholders. Additional outreach took place across the City’s various social media platforms, including Nextdoor, Facebook and Twitter, plus the City’s website, YouTube channel and weekly newsletter.

District 48 Local Project





District 48 Local Project – Rapid Flashing Beacon on State St. at 7th Avenue S

REQUEST: \$130,000 for design and construction of a rapid flashing beacon on State Street at 7th Avenue S.

Crossing minor arterial: State Street is a minor arterial with high traffic volumes leading to downtown Kirkland. With over 8,000 average daily trips, this arterial is difficult to cross especially during peak hours. The crossing leads to school and Metro bus connections. Because of crash history, streets like this in the downtown are considered Level I (highest) risk factor in Kirkland’s Road Safety Plan.

Pedestrian connections: This crosswalk connects the neighborhood to Lakeview Elementary School, Houghton Shopping Center, the Cross Kirkland Corridor, Feriton Spur Park, Google, waterfront Parks, and downtown Kirkland.

Timeline: Design and construction is expected to be complete in 2021.

Safer Routes to School Initiative: This project ranks #1 in the Safer Routes to School initiative for Moss Bay and #2 priority in all of Kirkland. *The City has submitted a grant application to the State of Washington Department of Transportation for the first priority project in the City.*

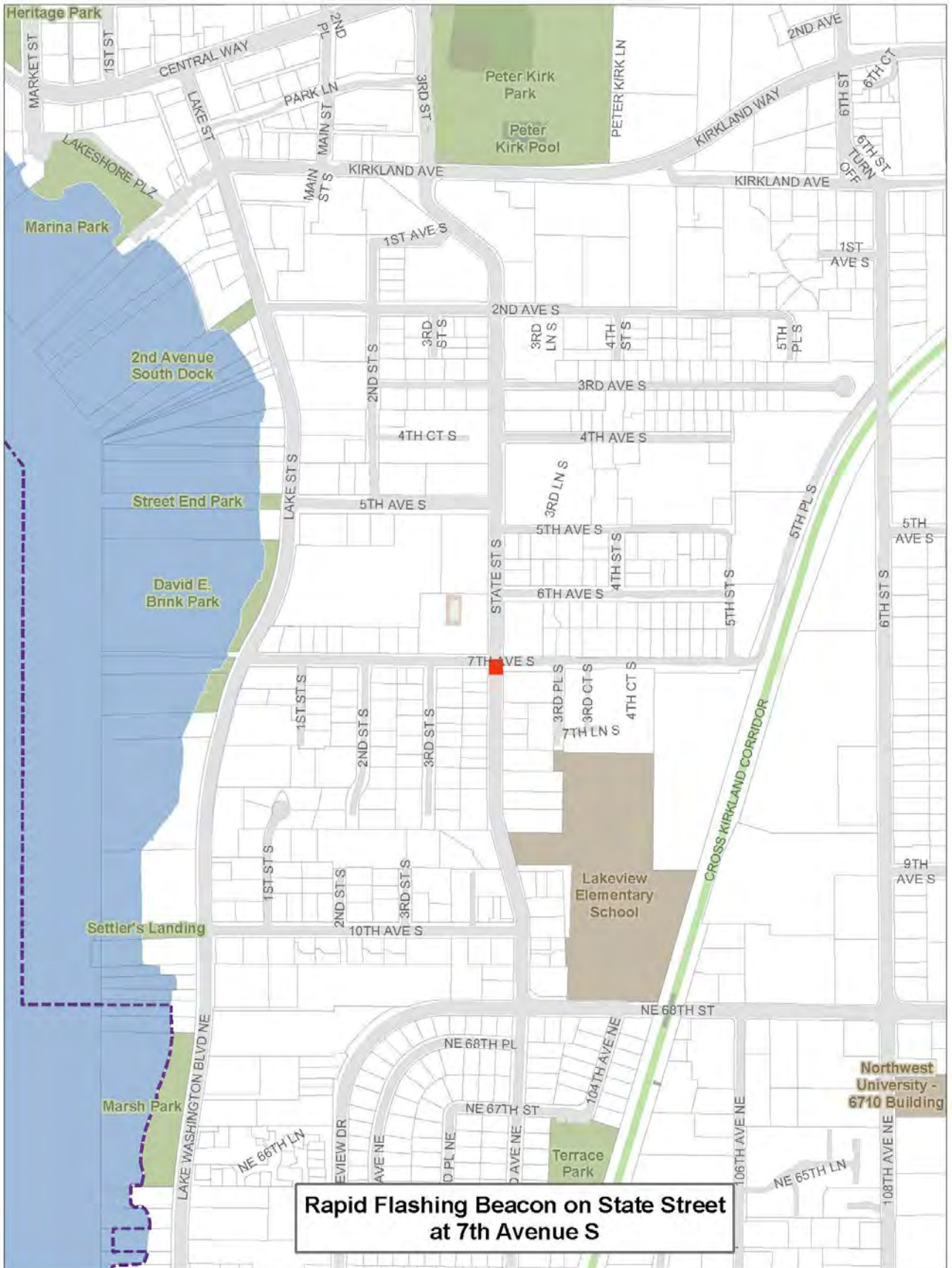
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District 48 Local Project



2021 City Legislative Priorities



State-shared revenues

Maintain revenue sharing with cities. Cities support increased shared revenue distributions to cities (if the state sees increased shared revenues) and ask the state to look for other opportunities to expand revenue sharing.



Transportation revenue package

Adopt a new transportation revenue package that emphasizes maintenance/preservation funding and provides an equitable level of local funding as well as additional local revenue options for cities.



Fiscal flexibility

Provide cities greater flexibility to use funds from existing revenue sources to help cities manage the impacts of the current economic downturn. This will allow cities to direct scarce resources where they are most needed when responding to pressing community conditions.



Housing instability assistance

Work in a coalition to develop additional resources to address housing instability created by the economic impacts of the COVID-19 pandemic, including rent assistance and foreclosure/eviction prevention assistance.

AWC's advocacy is guided by the following core principles from our Statement of Policy:

- Local decision-making authority
- Fiscal flexibility and sustainability
- Equal standing for cities
- Diversity, equity, and inclusion
- Strong Washington state partnerships
- Nonpartisan analysis and decision-making



Statewide policing reforms

Support local control over city law enforcement policy decisions to meet the needs of each community and appropriately contain costs. Cities understand our obligation to address racial equity in policing – both state requirements and local policies.

Cities support the following statewide reforms:

- Develop a statewide standard for use of force that preserves the right of local jurisdictions to enact more restrictive standards based on community input.
- Create a database to track officers who have been fired for misconduct.
- Expand grounds for decertification to include use of force violations.
- Require that officer misconduct investigations be completed, regardless of an officer's resignation.
- Establish a duty for all law enforcement officers to immediately intervene and report misconduct or illegal activity by a fellow police officer.
- Require that all officers receive regular support for vicarious trauma and mental well-being, including peer support, mental health counseling, and appropriate mental health screenings. Officers involved in any fatal use of force must undergo a mental health screening prior to returning to duty.

Contact:

Candice Bock
Government Relations Director
candiceb@awcnet.org

**CITY OF KIRKLAND**

Public Works Department

123 Fifth Avenue, Kirkland, WA 98033 425.587.3800

www.kirklandwa.gov

MEMORANDUM

To: Kurt Triplett, City Manager

From: Aaron McDonald, P.E., Senior Project Engineer
Rod Steitzer, P.E., Capital Projects Manager
Julie Underwood, Interim Director of Public Works

Date: October 8, 2020

Subject: TOTEM LAKE CONNECTOR—AWARD CONTRACT

RECOMMENDATION:

Staff recommends that the City Council award a construction contract to Kraemer North America in the amount of \$13,047,576.45 for the construction of the Totem Lake Connector non-motorized bridge.

BACKGROUND DISCUSSION:

The non-motorized bridge project named "The Totem Lake Connector (TLC)" is a long-standing City priority. It is a bridge designed to span the busy and wide intersection of NE 124th Street and 124th Avenue NE/Totem Lake Boulevard NE, and would provide a safer, grade-separated continuation of the Cross Kirkland Corridor. The TLC is referenced in the City's *Transportation Master Plan*, the *Cross Kirkland Corridor Master Plan*, and the Kirkland 2035 community conversation process. It also is referenced in the planning efforts and documents of other agencies, including the Puget Sound Regional Council and the Eastrail Regional Advisory Council. Further, it is a benefit and a complement to the considerable private and public investments that have been made in this area, such as the redevelopment of what is now called The Village at Totem Lake, the redevelopment and improvement of Totem Lake Park, and numerous transportation improvements.

In August, 2016 COWI North America was selected as the engineering firm to design the bridge. The design concept was accepted by the Council at its June 6, 2017 meeting. Staff also has provided numerous updates to the Council over the years and has conducted an extensive public involvement process. The final engineering documents were completed in December, 2019.

This project has been advertised for construction bids twice.

The first advertisement occurred in January, 2020, and following a six-week bidding period the City received four bids. At that time, the lowest responsible bid was \$13,894,038.00, which was \$4,070,817 higher than the engineer's estimate. This prompted staff to reevaluate the engineer's estimate and to develop a revised funding strategy. At this same time, staff became aware that the

Puget Sound Regional Council (PSRC) had additional contingency funds available for qualifying projects. Staff applied for and ultimately received an additional \$1,535,000 for the TLC. Kirkland was one of seven jurisdictions to receive PSRC contingency funds through that process. However, the source of the PSRC funds was federal, which obligated the City to meet certain requirements, such as revising the bid specifications to include Disadvantaged Business Enterprise goals. Accordingly, staff worked to amend TLC documents to meet those requirements. By resolution, the Council rejected all bids and directed staff to re-advertise the project at its June 2, 2020 meeting.

The TLC was re-advertised for bids beginning August 31, 2020 and on September 30 the City received six bids. The lowest responsible bidder was Kraemer North America in the amount of \$13,047,576.45. The current lowest responsible bid was \$846,461.55 than the previous lowest responsible bid.

Table 1: Bid Results

<i>Revised Engineer's Estimate</i>	\$14,295,825.00
Kraemer North America	\$13,047,576.45
Interwest Construction	\$13,571,390.50
Walsh Construction	\$14,405,664.00
RL Alia Company	\$14,595,372.00
IMCO	\$14,678,588.00
Ceccanti	\$14,881,044.00

Staff has reviewed the bids, checked references, received WSDOT approval, and recommends awarding the construction contract to Kraemer North America.

Provided the Council approves this award, work on the TLC will begin shortly after contract execution. However, there is a considerable amount of procurement and offsite fabrication that needs to be completed in the early phase of construction. Therefore, the public will not see much onsite activity for many months after contract award even though the project has started. At present, a limited notice to proceed is anticipated to be issued in January, 2021.

Because of the uniqueness and complexity of this project, the City has retained David Evans Associations/DEA to assist staff with project management and inspection.

Budget

This project is funded by a combination of City funds, grants, and a projected amount of debt financing. A financing plan for issuing debt for the TLC and other transportation projects is included in the City Manager's preliminary 2021-2022 budget proposal. Some local funds already have been expended for design engineering and project management to date. For construction, projected expenses and funding sources are provided in Table 2 on the following page.

Table 2: Projected Expenses and Sources of Funds

Projected Expenses	
Construction Elements	
Construction	\$13,047,576.45
Contingency (12.8%)	\$1,668,869.55
Mitigation Monitoring and Maintenance	\$250,000.00
DEA Construction Inspection and Assistance	\$1,789,954.00
COWI North America Construction	\$745,000.00
City Staff Project Management	\$1,046,000.00
Preconstruction Preparation*	\$687,621.00
Design/Preparation Elements	
COWI North America Design	\$2,352,900.00
Cost Validation and design option support	\$57,075.00
Permitting	\$32,795.00
Seattle City Light Easement recording	\$10,000.00
City Staff Project Management (to date)	\$673,726.00
Projected Total Expenses	\$22,361,517.00
Projected Sources of Funds	
Local	\$9,903,517.00
PSRC Federal Grant for Design	\$923,000.00
PSRC Federal Grant for Construction	\$1,535,000.00
Debt	\$10,000,000.00
Projected Total Sources	\$22,361,517.00
Balance	\$0.00

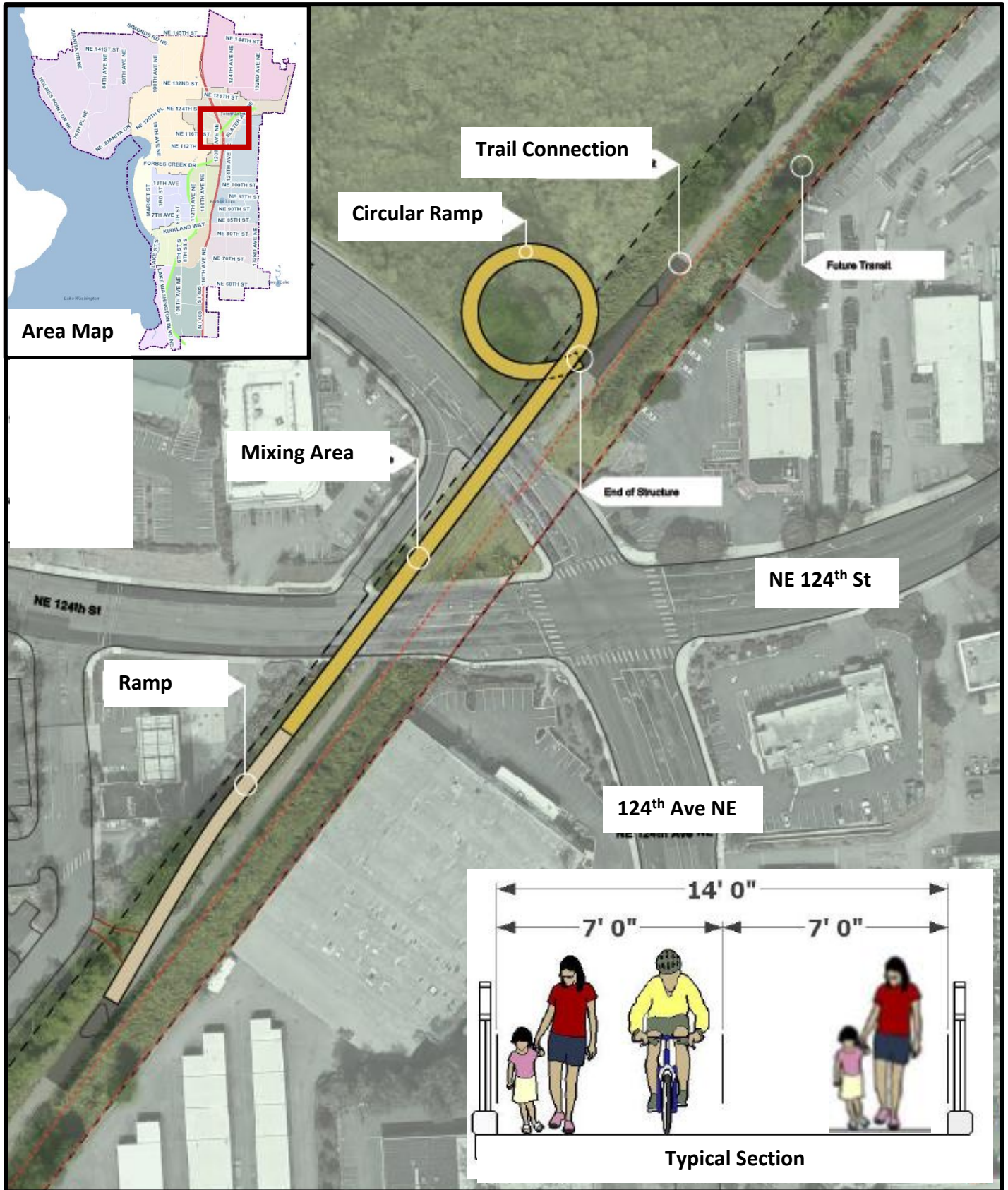
*Note: includes NUD 8-inch sewer relocation for bridge piers, NUD 16-inch sewer main slip lining

While the bid is less than the revised engineer's estimate, staff does not recommend amending the TLC project budget at this time. There may be an opportunity in the future to revise the budget lower; however, more information and experience on how the project progresses are needed before that determination can be made. Reducing the amount of debt issued is the most likely proposal for any identified savings.

Were the Council to award this contract, staff will provide regular website updates about the project's progress and status and will continue its coordination with area businesses and property owners, such as The Village at Totem Lake businesses and employees. While ordinarily the City would have large, in-person informational meetings, staff will need to depend on online communication sources.

While weather and other unforeseen conditions could impact the timeline, the project is expected to take an estimated two years to complete.

Attachment A: Vicinity Map with Area Map Inset



Vicinity Map
Totem Lake Connector Bridge (NMC 086)

FISCAL NOTE

CITY OF KIRKLAND

Source of Request							
Julie Underwood, Interim Director of Public Works							
Description of Request							
One-time request to transfer funds and amend budget sources for the "Totem Lake Connector" Project - 124th Ave NE/NE 124th St Pedestrian Bridge (NMC0861000). Requesting a total of \$2,585,317 in additional funding for the project from two sources: 1) the repurposing of \$1,258,700 in impact fee funding from the 85th St/132nd Ave NE Dual Left Turn Lanes in 2020 (TRC139000), and 2) \$1,277,117 in REET 2 from pending project close outs related to the Advance Mitigation Program (AMP) that will be presented to Council on 11/17/20. Finally, the proposal rebalances the existing project funding sources from the 2019-24 CIP Update (12/10/19) and June 2020 budget adjustments to reflect Council directed changes to the project's debt funding and grant revenues to reflect actual grant awards (see "Other Source" note).							
Legality/City Policy Basis							
Fiscal Impact							
An increase of the NMC0861000 current adopted budget from \$19,825,700 to \$22,361,517, along with rebalancing the project's funding mix to reflect actual grant awards and the most recent debt plan from 1/7/20. Impact fee funding of \$1,258,700 from the repurposing of TRC1390000 as discussed in the 9/1/20 CIP memo is available in 2020, and the additional \$1,277,117 in REET 2 funding from pending project close outs is available in the AMP projects TRC7777017 and NMC0777017 (together they will close out a total of \$1,525,986 when presented at the 11/17/20 council meeting).							
Recommended Funding Source(s)							
<i>Reserve</i>	Description	2020 Est End Balance	Prior Auth. 2019-20 Uses	Prior Auth. 2019-20 Additions	Amount This Request	Revised 2020 End Balance	2020 Target
	REET 2 Rsv w/ pending close outs	3,966,193	(6,608,722)	5,606,210	(1,277,117)	1,686,564	1,000,000
	NOTE: REET 2 balance reflects pending close outs related to the AMP projects that will be presented to Council on 11/17/20. The information above is to show the net effect of this fiscal note and the related AMP project close-outs on the ending balance of the REET 2 reserve.						
<i>Revenue/Exp Savings</i>	2020 impact fee funding of \$1,258,700 from TRC1390000 described above is being reallocated to this project as described in the 9/1/20 CIP memo, other funding budget for TRC1390000 was pending external funding and is not available for this use. TRC1390000 has been re-scoped in the 2021-26 CIP to fund the project's design with new funding in 2022.						
<i>Other Source</i>	Debt and Grant budgets: The project's total debt budget will be reset from \$4,543,100 to \$10,000,000 (increasing \$5,456,900) to reflect the Council debt discussion on 1/7/20 item 3.a. A corresponding reduction of \$5,456,900 will be made to the project's total grant budget to reflect actual awards (from \$7,914,900 to \$2,458,000).						
Other Information							

Prepared By	Kyle Butler, Financial Planning Supervisor	Date	October 9, 2020
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**CITY OF KIRKLAND**

Public Works Department

123 Fifth Avenue, Kirkland, WA 98033 425.587.3800

www.kirklandwa.gov

MEMORANDUM

To: Kurt Triplett, City Manager

From: Robert O'Brien, Senior Surface Water Engineer
Kelli Jones, Surface Water Program Supervisor
Julie Underwood, Interim Director of Public Works

Date: October 4, 2020

Subject: SPINNEY HOMESTEAD REGIONAL FACILITY—PHASE I UPDATE

RECOMMENDATION:

It is recommended that City Council suspend evaluation of a proposed fee-in-lieu mitigation facility at Spinney Homestead Park, and instead provide direction on the following alternatives:

1. Move forward with Phase II – 10% Design and Phase III – 30% Design as a potential Retrofit Facility instead.
2. Move forward with revised Phase II that only encompasses geotechnical investigation and infiltration testing.
3. Suspend further work until Parks develops a park master plan, incorporating a stormwater retrofit facility into future park development.

BACKGROUND DISCUSSION:**A. Introduction**

The Spinney Homestead Regional Facility project was proposed and discussed during the [October 15th 2019 City Council Meeting](#). At that meeting, the Council directed staff to evaluate the feasibility of a fee-in-lieu mitigation stormwater facility built under Spinney Homestead park that could be used by new, small short plat developments. That proposed facility would be an alternative to providing on-site stormwater mitigation for those developments. This pilot project proposed three check in points: (1) Phase I - Feasibility, (2) Phase II – 10% Design, (2) Phase III – 30% Design. The Council asked staff to return and provide an update at the end of each phase and determine whether it made sense to continue to the next phase.

Were all three design phases to be completed, additional coordination would be required for construction, operations, and maintenance. Were the project to be built, it was anticipated it would treat and infiltrate storm and surface water runoff from up to 16.6 acres of new impervious surface within the North Rose Hill and Highlands neighborhoods.

The benefits in constructing a City-owned regional facility include:

- City-owned assets are maintained by the City, thereby eliminating third-party dependence in maintenance and management;
- One larger facility is easier to maintain, as opposed to multiple smaller facilities;
- Future NPDES permitting will require stormwater retrofit requirements and goals.

The first update for the feasibility of the project is summarized below. The findings of the feasibility analysis have shifted the proposed direction of this project, and additional options to consider are further explained.

B. Summary of Findings from Phase I: Feasibility Analysis

The initial feasibility study concluded that the Spinney Homestead Park site is feasible for development of a regional stormwater facility. Phase I investigated the existing basin conveyance infrastructure, conducted a preliminary geotechnical review, conducted preliminary facility sizing, and reevaluated the available parcels within the Forbes Creek basin that potentially could develop and contribute to a fee-in-lieu mitigation facility.

In conjunction with a site investigation, a desktop review of the existing conveyance infrastructure was completed and confirmed an existing impervious surface area of 10.7 acres contributes to the Spinney Homestead Park. To be able to provide mitigation for all development parcels, an additional 5.9 acres of impervious surface would be required to contribute to the site with minor conveyance network changes upstream (see Table 2 of Attachment A, Technical Memorandum). In addition to the minor conveyance network changes to capture enough area, a mitigation facility would require further extensive downstream investigation as the proposed outfall would occur potentially on WSDOT property.

Preliminary geotechnical investigation occurred that reviewed existing literature and reports near the Spinney Homestead Park site, and included some localized hand sampling at the park. The existing reports show the possibility of infiltrative soils and this matches the findings of the hand sampling verification.

A few conservative stormwater facility sizing models were conducted to determine if the park would be large enough to support a stormwater facility. The results are shown in Table 3 of Attachment A and indicate that the facility could be fit within Spinney Homestead Park.

However, the previous study identified an estimated 91 parcels could contribute to the fee-in-lieu mitigation facility in the Forbes Creek basin. But because of new and active development and because of potential environmental restrictions on some parcels, 30 parcels were removed from the original estimate, leaving a total of 61 parcels (Attachment C in Attachment A) to contribute to the mitigation facility. The area of these parcels would require both areas mentioned above to mitigate for the development.

Detailed information regarding the full analysis conducted during Phase I is discussed in Attachment A.

C. Options for Moving Forward

Upon review of Phase I results, the option of a fee-in-lieu facility is unobtainable because of project timing and risks; the pace of development that removes potential sites from fee-in-lieu participation; and unknowns regarding permitting, design, and how to fund the final design and construction. Staff recommends that this project shift from evaluation of a fee-in-lieu mitigation facility to a design of a stormwater retrofit facility. A retrofit facility provides stormwater controls for existing development, which is not likely to redevelop soon, but was developed prior to current stormwater regulations.

Staff is proposing three options for the Council to consider.

1. Move forward with Phase II – 10% Design and Phase III – 30% Design as a potential Retrofit Facility.

This option changes the design from a fee-in-lieu mitigation facility to a retrofit facility and allows the project to move forward with geotechnical investigation and up to 30% design for a stormwater retrofit facility to be located at Spinney Homestead park. The advantages of this option include:

- A 30% design can facilitate applications for future grant funding opportunities. Experience has shown that this level of detail is significantly more successful in competition for external grant funding resources.
- Expectations are that future NPDES permit requirements will add a retrofitting component for surface water compliance.
- Geotechnical investigation will aid in any future park master plan considerations.

The disadvantage to moving forward is future park master plan timing is currently unknown, and the design could become outdated if too much time passes.

2. Move forward with revised Phase II that only encompasses geotechnical investigation and infiltration testing.

This option will only perform geotechnical investigation and infiltration testing. The advantages of this option include:

- Geotechnical investigation will aid in future park master plan considerations.
- Geotechnical investigation will provide the necessary infiltration rates for determination if a retrofit stormwater facility is feasible. Infiltration would be the main design component associated with siting a stormwater retrofit facility.

The disadvantage to moving forward with a geotechnical investigation only approach would be the opportunity cost of spending grant funding without knowing at what date construction could occur.

3. Suspend until Parks develops a park master plan, incorporating a stormwater retrofit facility into future park development.

The advantages of this option include:

- Coordination with park master plan timing.
- Opportunity costs with reallocating grant funding to other projects.

The disadvantage to waiting for Parks to begin a master plan for Spinney Homestead Park is that staff anticipates in future years there will be increased competition for grants to construct such a retrofit project because of impending NPDES permit requirements.

D. Staff Recommendation

While staff sees merits in pursuing Option 1, staff also understands it may be many years until a park master plan is developed for Spinney Homestead and this proposed project should be tightly coordinated with that master plan. Therefore, staff recommends Option 2, which not only aids in determination of feasibility of an infiltration retrofit facility but could be useful information for the future master plan at Spinney Homestead Park.

E. Future Project Cost and Funding

The design costs associated with either Phase I or Phase II, if approved, is 100% funded by the King County Flood Control District with their Sub-Regional Opportunity Fund. Any funding not used for this project is returned to the Sub-Regional Opportunity Fund and can be re-appropriated to future stormwater needs with the City of Kirkland in future years.

The capital cost of the facility is dependent on the following:

- Infiltration capability of the underlying soils;
- Amount of contributing area that drains to the facility; and

The 132nd Square Park Regional Facility is similar in scope to the proposed Spinney Homestead Regional Facility and has just completed a 90% construction cost estimate, which is \$3.7 million. Using this cost estimate purely as a very general guide, construction and design costs could be in the magnitude of \$3.1 million. Retrofit projects of this size historically have been successful with grant funding from the Department of Ecology. These grants will fund 75% of the project, with 25% City match.

F. Direction Sought

After discussing this item, staff seeks the Council's direction about which of the three options the Council prefers.

Attachment A: Technical Memorandum by AltaTerra



10/6/2020

Technical Memorandum

Spinney Homestead Park Regional
Stormwater Facility Feasibility



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Attachments

- Attachment A Infrastructure Issues
- Attachment B Development Status Summary
- Attachment C Modeling Reports

1. Introduction and Background

Spinney Homestead Park was identified as a potential regional stormwater facility to mitigate stormwater impacts related to development in the North Rose Hill sub-watershed of Forbes Creek. A previous study evaluated the number of properties that have the potential to redevelop in this sub-watershed and the stormwater management considerations associated with the development. The study confirmed the challenges of implementing flow control on small residential redevelopment sites for developers and City staff and identified a regional stormwater facility as an option for alleviating some of those challenges. The Spinney Homestead Park site was identified as a potential option for small redevelopment sites that met certain criteria to pay for stormwater mitigation in lieu of constructing on-site flow control facilities. This memorandum describes the basic feasibility of the Spinney Homestead Park site to construct a regional stormwater facility for use as a stormwater fee-in-lieu facility.

1.1 Overview of Project

The Spinney Homestead Park Regional Stormwater Facility project will be conducted in three phases, with each phase being dependent on project feasibility results from the previous phase. The three phases are:

Phase 1- Initial Feasibility

Phase 2- 10% Conceptual Design

Phase 3 – 30% PS&E and Mitigation Plan Evaluation

This memorandum describes the results of Phase 1, Initial Feasibility. Phase 1 involved verification of conveyance in the vicinity of Spinney Homestead Park, preliminary site reconnaissance, desktop geotechnical evaluation in the vicinity of Spinney Homestead Park, preliminary stormwater modeling to confirm feasibility, and an updated evaluation of potential redevelopment properties available for buy-in to the mitigation site once constructed. The goal of this Phase was to have enough information to support site feasibility and confidently move forward with Phase 2 -10% Conceptual Design.

2. Methodology and Data Sources

Site feasibility was evaluated using a combination of methods, including desktop review of maps, record drawing site plans and figures, field reconnaissance of stormwater infrastructure and surface geology, and preliminary hydraulic modeling. Additionally, an updated review of sites available for redevelopment in the North Rose Hill sub-watershed of Forbes Creek was conducted to determine the number of properties that may be available and meet the criteria for participating in a stormwater fee-in-lieu mitigation facility.

2.1 Data Sources

Data and document review included gathering and reviewing relevant information in the vicinity of Spinney Homestead Park. Table 1 lists the data sources that were reviewed, including the source, date, and author.

Table 1. List of Data Sources Used in Feasibility Analysis

Document/Data Title	Source	Date
Aerial Photograph	City of Kirkland	2018
Base Map	City of Kirkland	2019
Topographic Contours- GIS	City of Kirkland	2019
Critical Areas GIS Coverage	City of Kirkland	2016 - 2020
Property Line GIS Coverage	City of Kirkland	2019
Streets GIS Coverage	City of Kirkland	2019
Surface Water Layers GIS Coverage	City of Kirkland	2019
Record Drawing for Tank at NE 100 th St. Bridge	KPFF	January 2001
Record Drawing for 116 th Ave NE Sidewalk Improvements and Detention System	Skillings Connolly	May 2009
Record Drawing for NE 100 th St drainage system	Del Erickson, PE	January 2000
Record Drawing for tank at 10110 117 th PI NE	Hugh Goldsmith and Associates, Inc.	December 1978
Design Phase Geotechnical Report, SR 405 Northrup to Bothell (MP 14.90 to MP 23)	Agra Earth & Environmental	November 19, 1991

2.2 Field Reconnaissance

A field reconnaissance was conducted on August 19, 2020 by three members of the consultant team to confirm locations of conveyance infrastructure and suitability for routing drainage within the catchment area upstream to Spinney Homestead Park, and to confirm mapped surface geologic conditions at Spinney Homestead Park.

The infrastructure field reconnaissance consisted of a two-person team that opened catch-basins, inspected catch basin sump and pipe connections, noted sump and invert depths, took photographs, and noted presumed flow directions and whether drainage was in the pipe or catch basin at the time of the visit. Opportunities for routing stormwater to Spinney Homestead Park were identified and deemed feasible.

The geologic field reconnaissance was focused on evaluating mapped areas of high or moderate landslide susceptibility and observing the near surface soils in the vicinity of a proposed stormwater infiltration facility in the central playfield area of the park. Shallow hand-dug explorations in the playfield areas near the baseball diamonds located in the northeast and southeast portion of the park were completed.

2.3 Modeling

WWHM2012 (Western Washington Hydrologic Model 2012) was used to model three different stormwater facility scenarios for potential use of Spinney Homestead Park as a mitigation facility. Contributing areas needed to mitigate all parcels available for the fee-in-lieu program were determined

using available GIS mapping (see Section 2.4 below) and using assumptions for future build-out conditions. Two different infiltration rates (1 inch-per-hour and 2 inches-per-hour) were tested for a preliminary infiltration vault size. Additionally, a detention vault was sized assuming no infiltration.

2.4 Evaluation of Development Status

Properties that have the potential to redevelop and meet the small-site criteria identified in the precursor study to this project were re-evaluated to determine how many sites have already developed and how many remain for potential redevelopment and participation in a mitigation program at Spinney Homestead Park. GIS was used for this analysis. The following steps were taken to eliminate parcels from the original parcels that were identified:

1. Parcels with active permits were eliminated.
2. Parcels within a 50 ft buffer of (a) steep slopes, or (b) high landslide areas were eliminated.
3. Parcels within a 200 ft buffer of wetlands, not including parcels with street separation, were eliminated.
4. Parcels within a 100 ft buffer of streams were eliminated.

The remaining parcels were considered viable for development and potential buy-in for the Spinney Homestead Regional Stormwater Facility mitigation site.

3. Data Review

The City of Kirkland uploaded GIS data and record drawings for stormwater facilities in the catchment area upstream of Spinney Homestead Park. The GIS data and record drawings were used to create maps for the field reconnaissance and confirm existing conditions. Additionally, geologic data including geotechnical reports and exploration logs were obtained from the Washington Department of Natural Resources (DNR) Subsurface Database (Agra, 1991) to supplement the GIS data provided by the City.

3.1 GIS

City GIS data reviewed and used in this feasibility analysis included:

- Stormwater Pipes (length, diameter, material)
- Stormwater Manholes (type, size)
- Streets
- Parcel boundaries
- Parks
- Landslide Hazards
- Infiltration Potential
- Surface Geology
- Stormwater Polygons (ponds, swales, tanks, vaults, detention pipes, etc.)
- Topographic Contours (2-ft)

The topography and stormwater infrastructure data were used to identify the approximate catchment area to Spinney Homestead Park that is currently conveyed adjacent to the park via the piped stormwater network. Additionally, using GIS topography, an additional catchment area north of the Park was identified as potentially feasible to route to the Park if infrastructure was modified. Landslide hazards and geologic conditions were preliminarily identified by GIS data.

3.2 Geologic Mapping and Reports

The geologic maps of the region indicate that the Site is located within areas mapped of advance outwash deposits (Qva), present at the surface (Minard, 1983 and Booth et. al, 2007).

Advance outwash characterized as a sand and gravel mixture that generally grades coarser at the higher elevations of the unit. Locally some of the sediments are stained by iron oxide precipitated from ground water. Fine grained sand and some silt are common in the lower part of the unit (Minard, 1983).

A nearby geotechnical evaluation was completed for the NE 100th Street pedestrian bridge that crosses the I-405 highway east of the park (Agra, 1991). Explorations for this evaluation encountered advance outwash deposits, which is consistent with the mapped conditions.

3.3 Stormwater As-builts

There are several existing stormwater facilities in the Spinney Homestead Park catchment area. All are older facilities (vaults, detention tanks, and detention pipes) and are not providing the level of flow control that would be required of modern more recently constructed facilities. Most of these facilities were designed for flow control purposes but likely offer limited, if any water quality treatment. A determination will be made for how to consider the level of benefit provided by these facilities in Phase 2-10% Conceptual Design.

4. Field Summary

Field reconnaissance was completed on August 19, 2020 to verify mapped conveyance conditions and identify any potential conveyance or geologic concerns that would render the Spinney Homestead Park site infeasible.

4.1 Infrastructure

Stormwater infrastructure in the catchment area south of the park and the potential catchment area north of the park was observed. In general, the stormwater conveyance infrastructure is located as it is mapped in City GIS. Additionally, the catch basins and pipes appear to be in good condition. There were only a few instances of more than a few inches of sediment observed in catch basin sumps or other obstructions such as construction sedimentation inlet filters (“socks”) that had not been removed. Field observations that did not match GIS, require maintenance, or had some other identifiable issue are described in Attachment A. The conveyance system south of the park appears to be adequate to collect and convey flow to the park. Some drainage from roof drains appeared to be collected on site and conveyed directly to the public storm system.

As discovered in the GIS evaluation and confirmed through field reconnaissance, a portion of the catchment area north of the park has the potential to be re-routed to Spinney Homestead Park. This would require some conveyance system modifications, including new structures and pipes to convey stormwater to the park. Figure 1 shows the catchment areas and approximate potential area to be re-routed. Property ownership and easements may need to be considered if this approach is advanced in the next phase.

Spinney Homestead Park is bowl-shaped with a low point near the center on the east side. The low point of the park is approximately at elevation 268 feet above mean sea level (MSL). While conveyance to the park is feasible, conveyance away from the park could be more challenging depending on facility design.

From preliminary feasibility analysis, there appears to be two locations for discharge of stormwater overflow from the facility as outlined below:

1. Connect to existing stormwater infrastructure south of the park (per available record drawings, the outlet elevation from the drainage infrastructure south of the park is 266.6 ft above MSL+/-).
 - a) Via pump station. This is the most likely option due to the elevation of the low spot of the park and the outlet elevation of the storm infrastructure south of the park. This option would require much less excavation for the overflow pipe trenching, compared to Option b.
 - b) Via gravity. Based on the elevation of the low spot of the park and the outlet elevation of the storm infrastructure south of the park, a gravity fed overflow connection is unlikely. Adding fill material to raise the low spot in the park may allow for a gravity-fed overflow connection to be feasible. Trenching for this connection would be very deep near the connection to the existing stormwater infrastructure.
2. Gravity fed piped outfall from the park towards the WSDOT-owned drainage ditch along I-405. This would consist of a daylighted pipe with energy dissipation at the end of the outfall location. Approval from WSDOT to work within WSDOT-owned ROW and to discharge stormwater to WSDOT-owned stormwater infrastructure will be required for this option.

Further analysis of the stormwater overflow route will be conducted during Phase 2- 10% Conceptual Design.

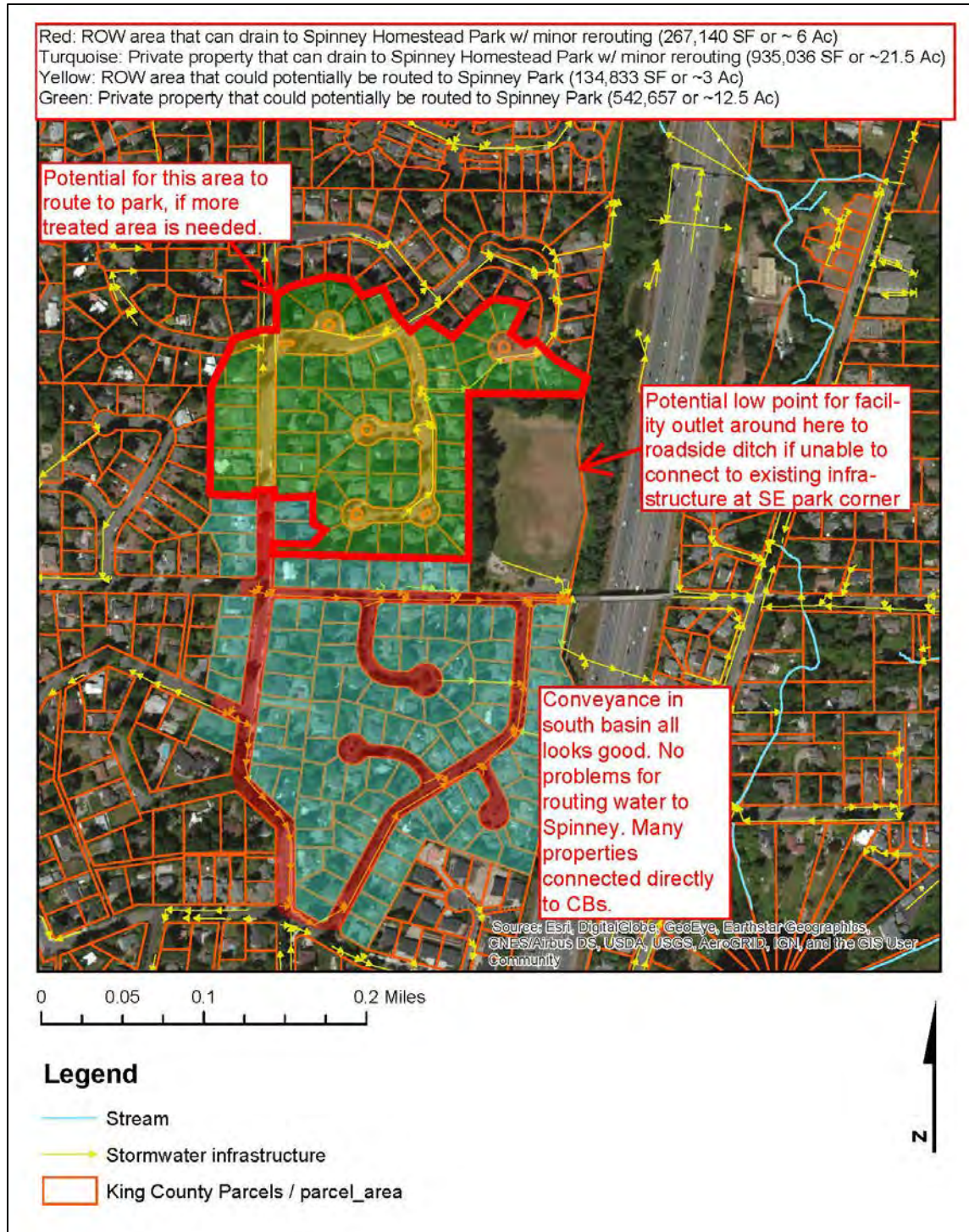


Figure 1. Map of north and south catchment areas and potential area to be re-routed.

4.2 Geology

Surface geologic conditions relative to mapped features were observed in the field. In general, the moderate landslide hazards include slopes typically inclined at gradients less than 30 percent and are vegetated with sod and brush. The mapped high landslide susceptibility areas include slopes that range

from 30 to 50 percent locally, and are vegetated with brush, deciduous and conifer trees. We observed no indication of slope movement or instability in areas mapped as areas of high or moderate landslide susceptibility, mapped on Figure 2. A constructed stormwater facility located in the along moderate to high landslide hazards areas of the park may require some slope stabilization measures or walls to mitigate these critical areas.

We completed shallow hand-dug explorations in the playfield areas near the baseball diamonds located in the northeast and southeast portion of the park. We observed soils that include fine to medium sand with gravel and silt that appear consistent with mapped advance glacial outwash soils that are commonly utilized regionally as a stormwater infiltration receptor soil.

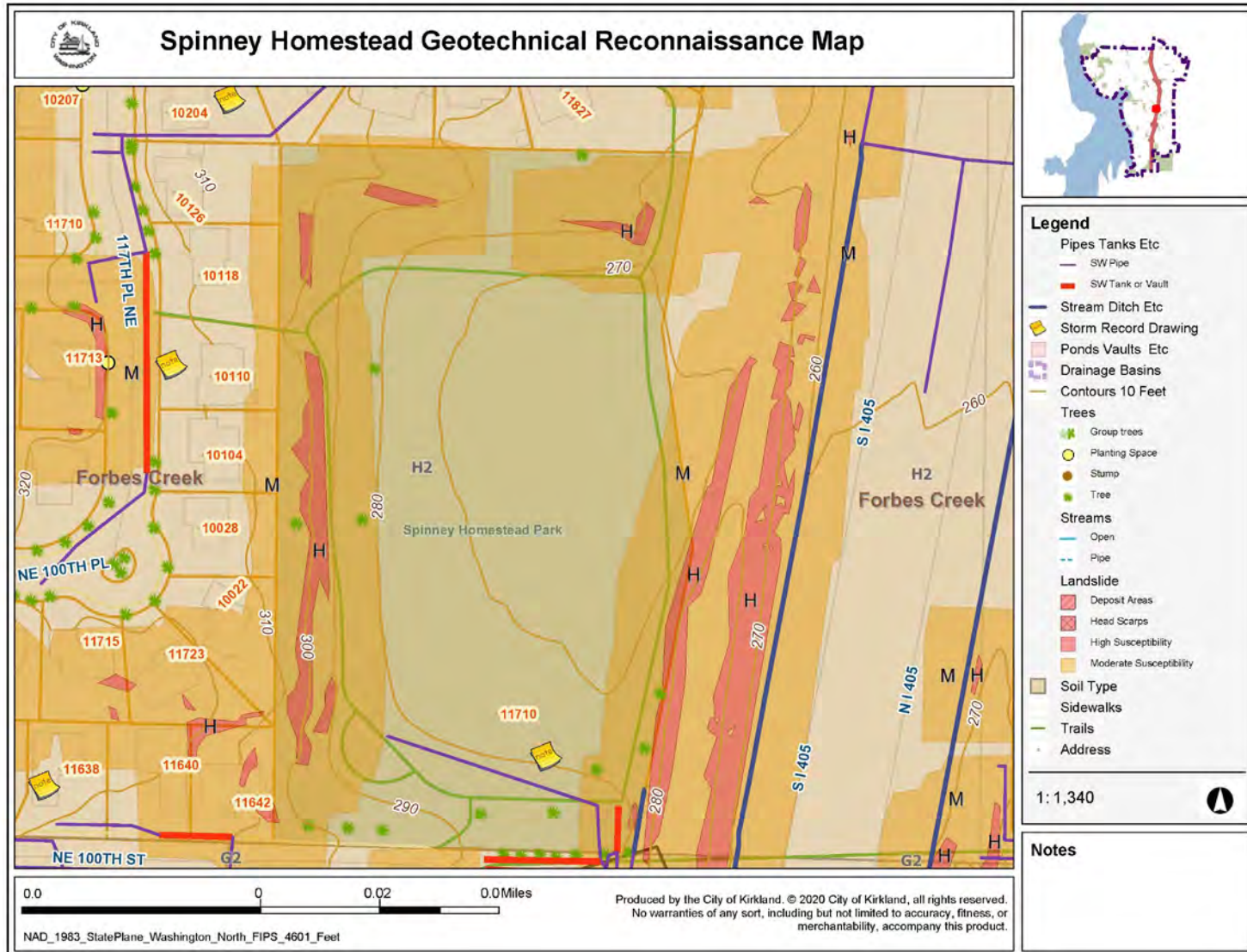


Figure 2. Geologic reconnaissance map

5. Development Status Results

An analysis was conducted on the 91 parcels that were originally identified as being viable for potential buy-in to a stormwater mitigation fee-in-lieu facility. These parcels were small lots that had the potential to redevelop and would trigger flow control under King County (and Kirkland) Surface Water Design Manual requirements but not Ecology Surface Water Design Manual requirements and are under the 10,000 square feet impervious surface threshold. The analysis involved eliminating parcels that have already started to redevelop (i.e., they have active permits), or are encumbered in some way by environmentally critical areas such as steep slopes, landslide hazards, streams or wetlands that would limit the site redevelopment viability. The analysis resulted in 61 currently viable parcels available for buy-in for off-site stormwater mitigation. Development analysis figure and tables are provided in Attachment B.

6. Modeling Results

Hydrologic modeling was used to estimate facility size needed to treat stormwater from the 61 currently available parcels that would be eligible to buy-in to the mitigation site. Table 2 shows the parcel characteristics, and catchment area characteristics that were assumed for modeling purposes:

Table 2. Summary of Area Characteristics Modeled

Catchment Areas	Total Size (acres)	Total Impervious (acres)	Pervious (acres)
Total area of Parcels for Buy-in ¹	26	16.6	9.4
South Catchment to Spinney Homestead Park	26.7	10.7	16.0
North Catchment to Spinney Homestead Park	15.9	6.6	9.3
Total Spinney Catchment Area	42.6	17.3	25.3

¹This is the modeled area that was used to test Spinney Homestead Park for stormwater facility viability. Impervious surface includes 2.4 acres for assumed frontage improvements.

The areas shown in Table 2 indicate that the South and North catchment areas to Spinney Homestead Park are of sufficient size and characteristic (i.e., 17.3 acres of impervious surface) to be roughly equivalent (i.e., 16.6 acres of impervious surface) to the 61 parcels that would potentially use the Spinney Homestead site for off-site stormwater mitigation.

For modeling purposes, the modeled area was assumed to be equivalent to the total area of the viable parcels for buy-in with the same characteristics. Table 3 shows the modeling scenarios, assumptions, and sizing results for the different test cases.

Table 3. Summary of Modeling Scenario Assumptions and Results

Scenario	Depth (ft)	Riser Height (ft)	Size to 100% infiltration optimizer used?	Bottom size in square feet (acres in parentheses)		
				Infiltration Rate = 1 in/hr	Infiltration Rate = 2 in/hr	No infiltration
Detention Facility with Infiltration	7	6.5	Yes	42,000 (0.9)	33,600 (0.8)	NA
Detention Facility with no Infiltration	5	4	No	NA	NA	146,700 (3.4)

Spinney Homestead Park is 5.5 acres. Results in Table 3 indicate there is suitable area for any of the facilities based on the assumptions used in the modeling scenarios. Modeling reports are provided in Attachment C.

Preliminary modeling did not account for existing stormwater facilities in the basin that drain to the Park and the flow control they provide. Further modeling will be needed to account for existing detention systems in the catchment areas tributary to Spinney Homestead Park or an agreement reached between the team and the City on best approach to account for this existing infrastructure.

7. Summary

The following factors were evaluated to determine preliminary feasibility for developing a regional stormwater facility at Spinney Homestead Park:

- Existing stormwater conveyance infrastructure.
- Geologic data to support potential infiltration at the site.
- Analysis of parcels that are viable to buy-in for stormwater mitigation.
- Modeling to determine if site is large enough to accommodate a stormwater facility to provide the mitigation necessary.

Site feasibility depends on the technical feasibility of constructing a facility that meets the size and treatment requirements necessary to mitigate redevelopment, and economic feasibility of having enough parcels to participate that makes construction of such a facility cost effective for the City.

7.1 Technical Site Feasibility

Based on the field reconnaissance and modeling results, the Spinney Homestead Park site is technically feasible for a stormwater mitigation facility. The conveyance network from the south catchment area is as mapped and appears to be in good condition, based on observations at the manholes and catch basins. Based on the catchment topography, and existing conveyance system to the north of Spinney Homestead Park, it appears possible to modify (minimally) the conveyance system and re-route part of

the stormwater system to a new stormwater facility in the park if additional area is needed to mitigate offsite stormwater from redeveloped parcels.

Modeling results indicate the park is large enough for a stormwater facility, although a facility that incorporates infiltration would be preferable and would utilize less area. Geologic conditions are mapped as advance glacial outwash soils, conditions that are commonly receptive to stormwater infiltration. The infiltration rates assumed in the modeling will need to be confirmed, but based on preliminary conservative estimates, a facility with infiltration appears to be potentially feasible.

7.2 Economic Feasibility

Economic feasibility depends on the number of properties in the North Rose Hill sub-watershed area that have the potential to redevelop and meet criteria to buy-in to the mitigation site at Spinney Homestead Park and the potential reduction in maintenance costs for City staff for inspecting and maintaining one large facility versus hundreds of small facilities. Based on the current analysis, there are 61 properties that meet the criteria. Approximately 30% of the original list of sites available in 2018 already have active permits. The economic feasibility of the Spinney Homestead Park Regional Stormwater Facility for fee-in-lieu stormwater mitigation will depend on the rate of redevelopment before, during, and after a facility is constructed. These are factors that will require further analysis in Phase 2 or Phase 3 to identify the risks involved with fee-in-lieu participation and City cost recovery.

8. Recommendations

This initial feasibility study concludes that the Spinney Homestead Park site is feasible for development of a regional stormwater facility. Further analysis is needed to refine hydrologic models, develop preliminary costs associated with potential conveyance modifications, confirm infiltration rates, identify park and neighborhood concerns and/or expectations, and identify potential risks and opportunities associated with mitigation. There is enough information to confidently proceed to Phase 2, 10% Conceptual Design, to answer these questions and determine costs versus benefits of a stormwater facility at Spinney Homestead Park.

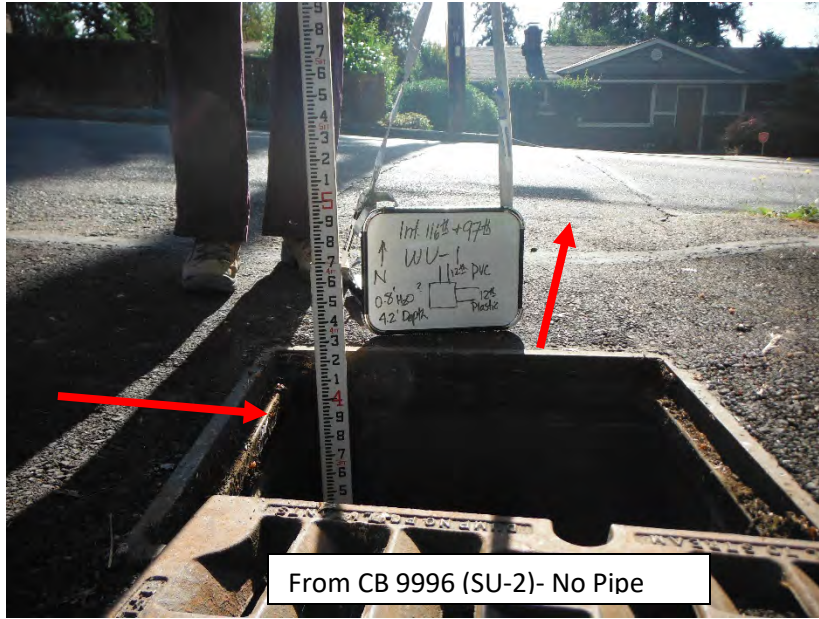
9. References

- Agra Earth and Environmental, 1991, Design Phase Geotechnical Report, SR 405 Northrup to Bothell (MP 14.90 to MP 23), November 19, 1991.
- Booth, D.B., Troost, K.A., Wisher, A.P., 2007, Geologic Map of King County, GeoMapNW, University of Washington, scale 1:100,000.
- Minard, J.P., 1983, Geologic Map of the Kirkland Quadrangle, King County, Washington: U.S. Geological Survey, Miscellaneous Field Studies Map MF-1543, scale 1:24,000.
- Washington Department of Natural Resources, subsurface database, <https://geologyportal.dnr.wa.gov/> accessed on September 15, 2020.

Attachment A Infrastructure Issues

Infrastructure Issue: Catch Basin 9996 (SU-2 in photo below) does not appear to be connected to catch basin 10018 (WU-1 in photo below).





New catch basins not in GIS on 116th Ave NE:





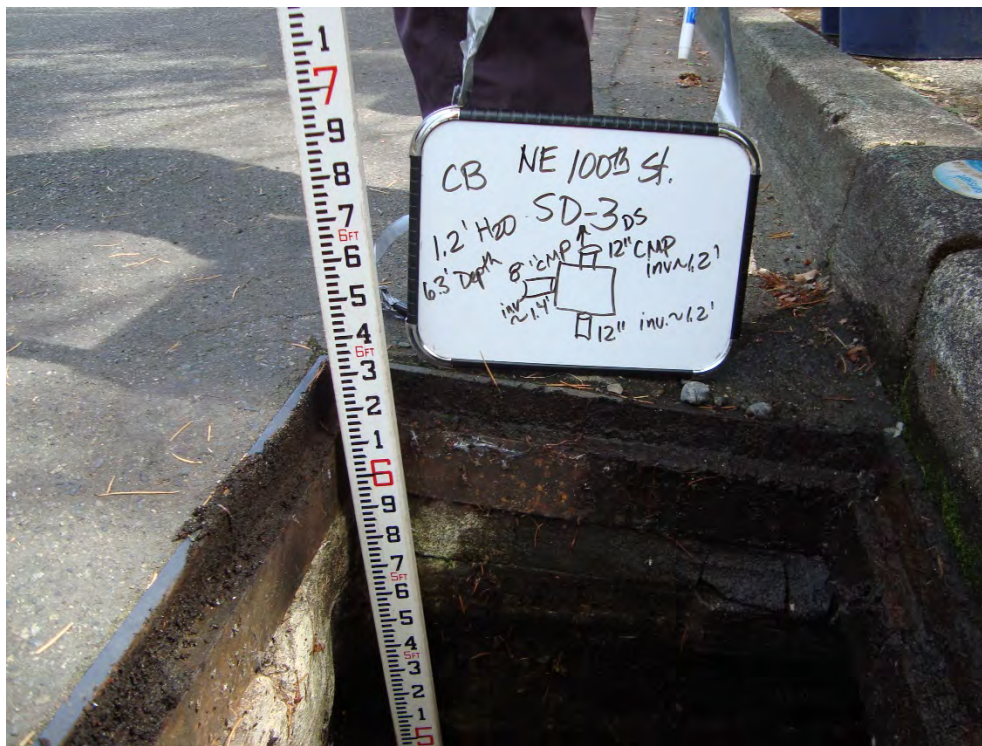
Infrastructure Issue: CB 10170 on the west side of 116th Ave NE at the intersection with NE 95th Street is overgrown and inaccessible.



Infrastructure Issue: CB 2876 (D-3 in photo) in Spinney Park doesn't appear to receive much if any flow from surrounding area (maybe in extreme events).



Infrastructure Issue: Curb weep observed flowing into catch basin 10514(SD-3 in photo) from the curb on NE 100th Street.





Infrastructure Issues: Catch basins with construction socks that need to be removed.





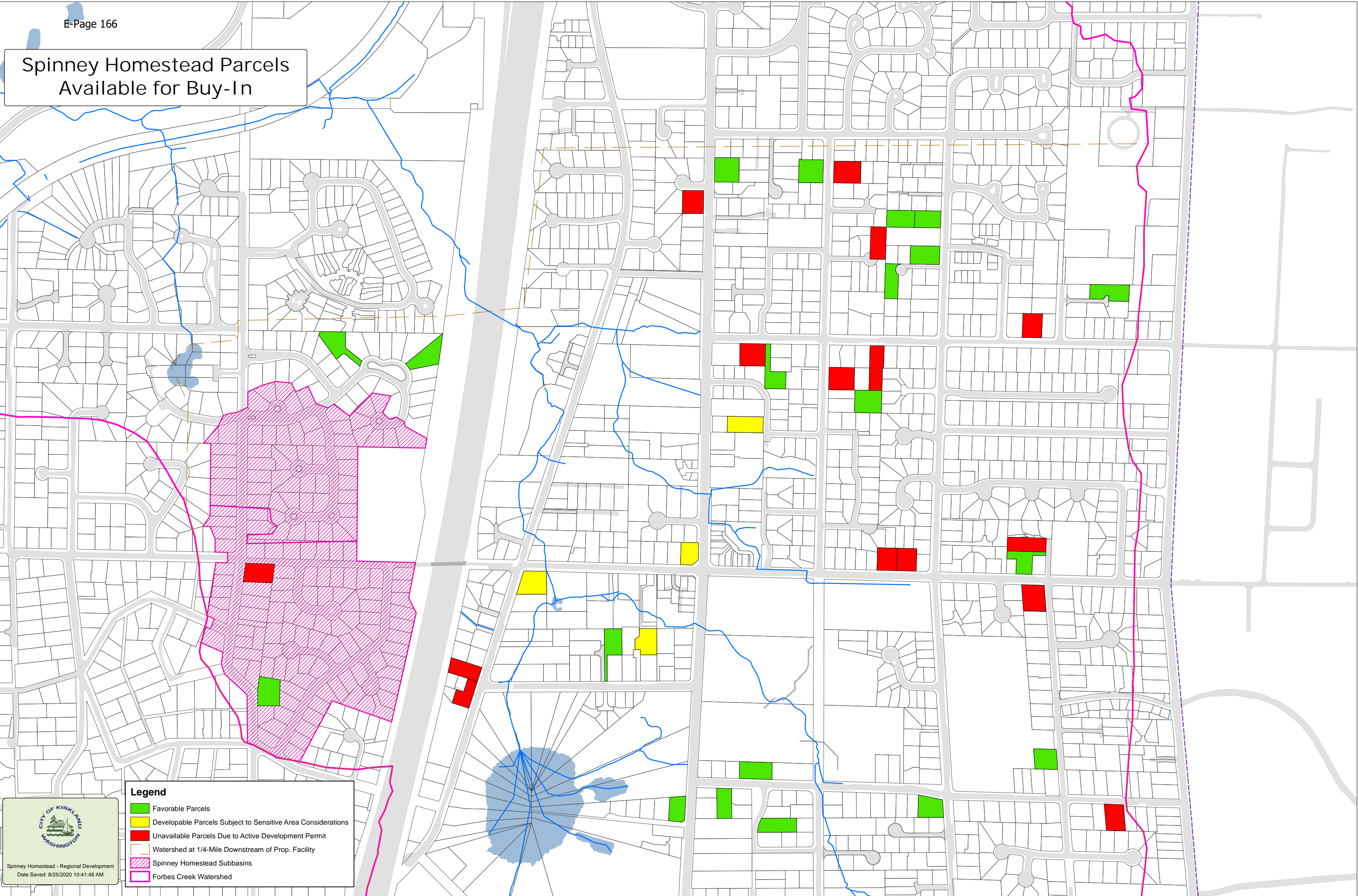


CB 10122 (SD-6 in photo)

NE 100th St.
SD-6
Sock
in
CB


Attachment B Development Status Summary

Spinney Homestead Parcels Available for Buy-In

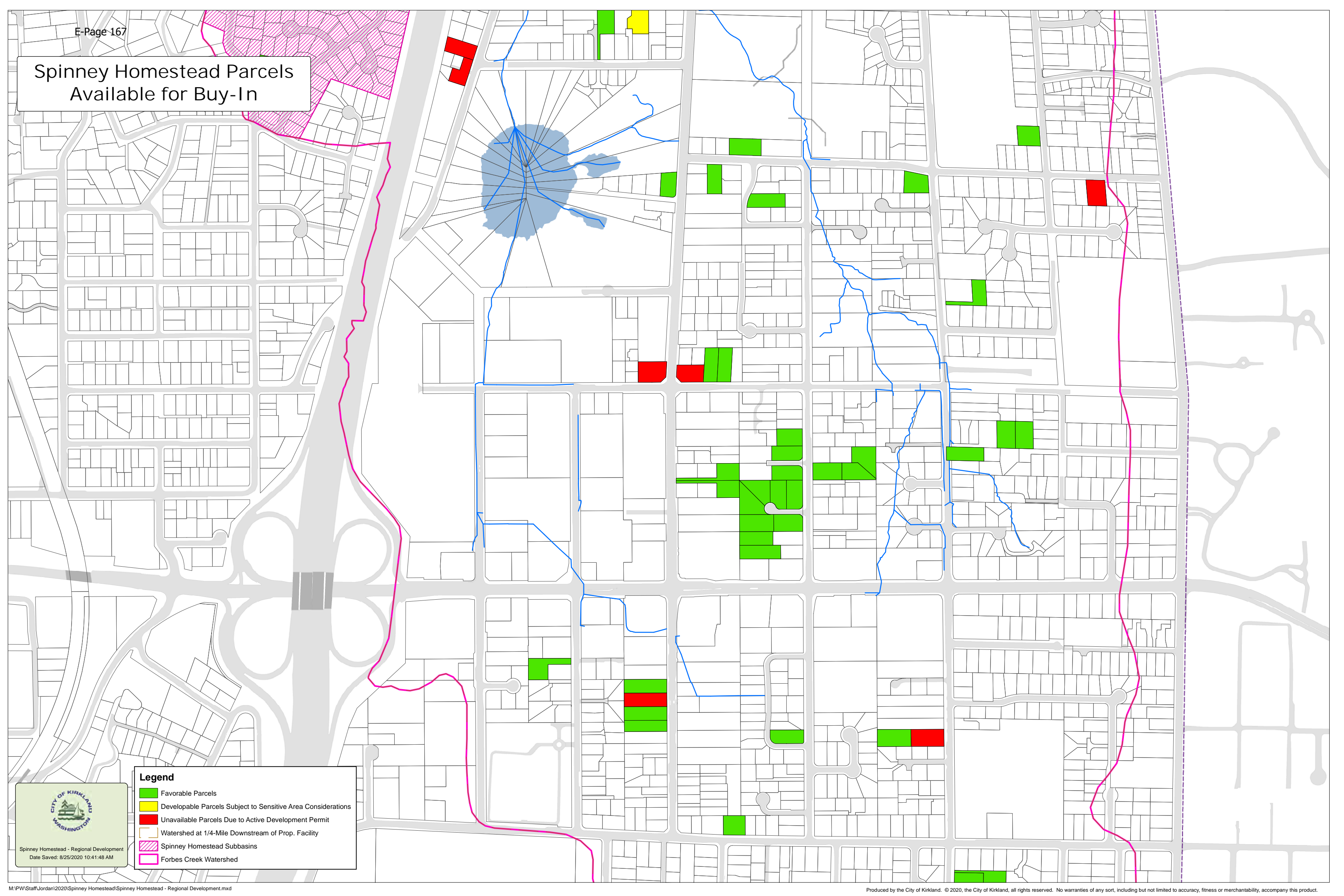


Legend

- Favorable Parcels
- Developable Parcels Subject to Sensitive Area Considerations
- Unavailable Parcels Due to Active Development Permit
- Watershed at 1/4-Mile Downstream of Prop. Facility
- Spinney Homestead Subbasins
- Forbes Creek Watershed


Spinney Homestead - Regional Development
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Spinney Homestead Parcels Available for Buy-In

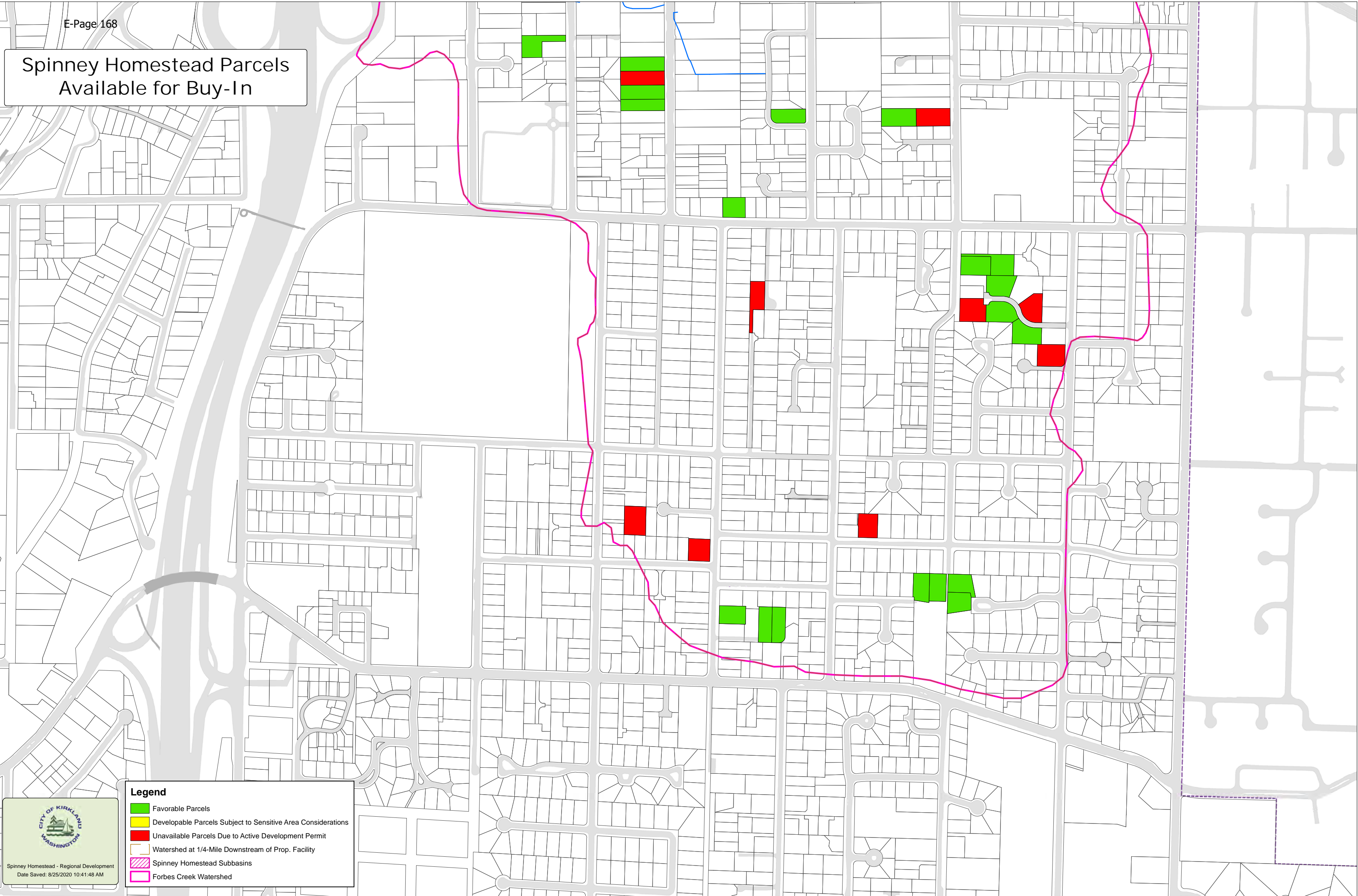


Legend

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Spinney Homestead Parcels Available for Buy-In



Legend

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- Developable Parcels Subject to Sensitive Area Considerations
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- Spinney Homestead Subbasins
- Forbes Creek Watershed


CITY OF KIRKLAND
WASHINGTON

Spinney Homestead - Regional Development
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Attachment C Modeling Reports

WWHM2012
PROJECT REPORT

General Model Information

Project Name: Vaultw1in_per_hr
Site Name: Spinney Homestead Park
Site Address: 11710 NE 100TH ST
City: Kirkland
Report Date: 8/26/2020
Gage: Seatac
Data Start: 1948/10/01
Data End: 2009/09/30
Timestep: 15 Minute
Precip Scale: 1.000
Version Date: 2019/09/13
Version: 4.2.17

POC Thresholds

Low Flow Threshold for POC1: 50 Percent of the 2 Year
High Flow Threshold for POC1: 50 Year

DRAFT

Landuse Basin Data
Predeveloped Land Use

Basin 1

Bypass: No

GroundWater: No

Pervious Land Use acre
C, Forest, Mod 26

Pervious Total 26

Impervious Land Use acre

Impervious Total 0

Basin Total 26

Element Flows To:
Surface Interflow Groundwater

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Mitigated Land Use

Basin 1

Bypass:	No
GroundWater:	No
Pervious Land Use C, Lawn, Mod	acre 9.4
Pervious Total	9.4
Impervious Land Use ROADS MOD ROOF TOPS FLAT	acre 2.4 14.2
Impervious Total	16.6
Basin Total	26

Element Flows To:		
Surface	Interflow	Groundwater
Vault 1	Vault 1	

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Mitigated Routing**Vault 1**

Width: 204.888726238757 ft.
 Length: 204.888726238757 ft.
 Depth: 7 ft.
 Infiltration On
 Infiltration rate: 1
 Infiltration safety factor: 1
 Total Volume Infiltrated (ac-ft.): 3360.621
 Total Volume Through Riser (ac-ft.): 0
 Total Volume Through Facility (ac-ft.): 3360.621
 Percent Infiltrated: 100
 Total Precip Applied to Facility: 0
 Total Evap From Facility: 0
 Discharge Structure
 Riser Height: 6.5 ft.
 Riser Diameter: 18 in.
 Element Flows To:
 Outlet 1 Outlet 2

Vault Hydraulic Table

Stage(feet)	Area(ac.)	Volume(ac-ft.)	Discharge(cfs)	Infilt(cfs)
0.0000	0.963	0.000	0.000	0.000
0.0778	0.963	0.075	0.000	0.971
0.1556	0.963	0.149	0.000	0.971
0.2333	0.963	0.224	0.000	0.971
0.3111	0.963	0.299	0.000	0.971
0.3889	0.963	0.374	0.000	0.971
0.4667	0.963	0.449	0.000	0.971
0.5444	0.963	0.524	0.000	0.971
0.6222	0.963	0.599	0.000	0.971
0.7000	0.963	0.674	0.000	0.971
0.7778	0.963	0.749	0.000	0.971
0.8556	0.963	0.824	0.000	0.971
0.9333	0.963	0.899	0.000	0.971
1.0111	0.963	0.974	0.000	0.971
1.0889	0.963	1.049	0.000	0.971
1.1667	0.963	1.124	0.000	0.971
1.2444	0.963	1.199	0.000	0.971
1.3222	0.963	1.274	0.000	0.971
1.4000	0.963	1.349	0.000	0.971
1.4778	0.963	1.424	0.000	0.971
1.5556	0.963	1.499	0.000	0.971
1.6333	0.963	1.574	0.000	0.971
1.7111	0.963	1.649	0.000	0.971
1.7889	0.963	1.724	0.000	0.971
1.8667	0.963	1.798	0.000	0.971
1.9444	0.963	1.873	0.000	0.971
2.0222	0.963	1.948	0.000	0.971
2.1000	0.963	2.023	0.000	0.971
2.1778	0.963	2.098	0.000	0.971
2.2556	0.963	2.173	0.000	0.971
2.3333	0.963	2.248	0.000	0.971
2.4111	0.963	2.323	0.000	0.971

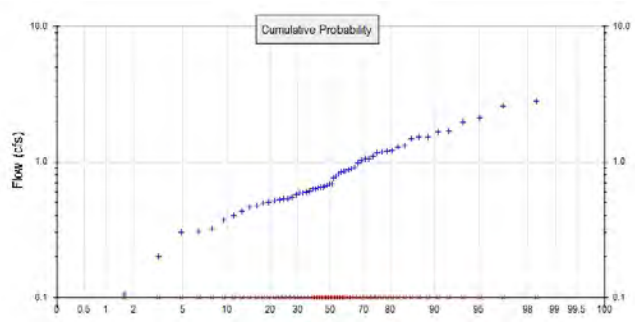
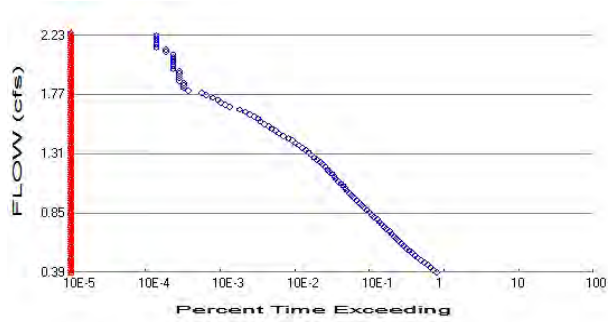
2.4889	0.963	2.398	0.000	0.971
2.5667	0.963	2.473	0.000	0.971
2.6444	0.963	2.548	0.000	0.971
2.7222	0.963	2.623	0.000	0.971
2.8000	0.963	2.698	0.000	0.971
2.8778	0.963	2.773	0.000	0.971
2.9556	0.963	2.848	0.000	0.971
3.0333	0.963	2.923	0.000	0.971
3.1111	0.963	2.998	0.000	0.971
3.1889	0.963	3.073	0.000	0.971
3.2667	0.963	3.148	0.000	0.971
3.3444	0.963	3.223	0.000	0.971
3.4222	0.963	3.298	0.000	0.971
3.5000	0.963	3.373	0.000	0.971
3.5778	0.963	3.448	0.000	0.971
3.6556	0.963	3.522	0.000	0.971
3.7333	0.963	3.597	0.000	0.971
3.8111	0.963	3.672	0.000	0.971
3.8889	0.963	3.747	0.000	0.971
3.9667	0.963	3.822	0.000	0.971
4.0444	0.963	3.897	0.000	0.971
4.1222	0.963	3.972	0.000	0.971
4.2000	0.963	4.047	0.000	0.971
4.2778	0.963	4.122	0.000	0.971
4.3556	0.963	4.197	0.000	0.971
4.4333	0.963	4.272	0.000	0.971
4.5111	0.963	4.347	0.000	0.971
4.5889	0.963	4.422	0.000	0.971
4.6667	0.963	4.497	0.000	0.971
4.7444	0.963	4.572	0.000	0.971
4.8222	0.963	4.647	0.000	0.971
4.9000	0.963	4.722	0.000	0.971
4.9778	0.963	4.797	0.000	0.971
5.0556	0.963	4.872	0.000	0.971
5.1333	0.963	4.947	0.000	0.971
5.2111	0.963	5.022	0.000	0.971
5.2889	0.963	5.097	0.000	0.971
5.3667	0.963	5.171	0.000	0.971
5.4444	0.963	5.246	0.000	0.971
5.5222	0.963	5.321	0.000	0.971
5.6000	0.963	5.396	0.000	0.971
5.6778	0.963	5.471	0.000	0.971
5.7556	0.963	5.546	0.000	0.971
5.8333	0.963	5.621	0.000	0.971
5.9111	0.963	5.696	0.000	0.971
5.9889	0.963	5.771	0.000	0.971
6.0667	0.963	5.846	0.000	0.971
6.1444	0.963	5.921	0.000	0.971
6.2222	0.963	5.996	0.000	0.971
6.3000	0.963	6.071	0.000	0.971
6.3778	0.963	6.146	0.000	0.971
6.4556	0.963	6.221	0.000	0.971
6.5333	0.963	6.296	0.096	0.971
6.6111	0.963	6.371	0.587	0.971
6.6889	0.963	6.446	1.291	0.971
6.7667	0.963	6.521	2.123	0.971
6.8444	0.963	6.596	3.009	0.971
6.9222	0.963	6.671	3.871	0.971

7.0000	0.963	6.746	4.639	0.971
7.0778	0.963	6.821	5.256	0.971
7.1556	0.000	0.000	5.703	0.000

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Analysis Results

POC 1



+ Predeveloped x Mitigated

Predeveloped Landuse Totals for POC #1

Total Pervious Area: 26
 Total Impervious Area: 0

Mitigated Landuse Totals for POC #1

Total Pervious Area: 9.4
 Total Impervious Area: 16.6

Flow Frequency Method: Log Pearson Type III 17B

Flow Frequency Return Periods for Predeveloped. POC #1

Return Period	Flow(cfs)
2 year	0.774155
5 year	1.268522
10 year	1.58639
25 year	1.964508
50 year	2.226417
100 year	2.471053

Flow Frequency Return Periods for Mitigated. POC #1

Return Period	Flow(cfs)
2 year	0
5 year	0
10 year	0
25 year	0
50 year	0
100 year	0

Annual Peaks

Annual Peaks for Predeveloped and Mitigated. POC #1

Year	Predeveloped	Mitigated
1949	0.891	0.000
1950	1.058	0.000
1951	1.691	0.000
1952	0.530	0.000
1953	0.429	0.000
1954	0.659	0.000
1955	1.052	0.000
1956	0.848	0.000
1957	0.684	0.000
1958	0.760	0.000

WWHM2012
PROJECT REPORT

General Model Information

Project Name: Vaultw2in_per_hr
Site Name: Spinney Homestead Park
Site Address: 11710 NE 100TH ST
City: Kirkland
Report Date: 8/26/2020
Gage: Seatac
Data Start: 1948/10/01
Data End: 2009/09/30
Timestep: 15 Minute
Precip Scale: 1.000
Version Date: 2019/09/13
Version: 4.2.17

POC Thresholds

Low Flow Threshold for POC1: 50 Percent of the 2 Year
High Flow Threshold for POC1: 50 Year

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Landuse Basin Data
Predeveloped Land Use

Basin 1

Bypass: No

GroundWater: No

Pervious Land Use acre
C, Forest, Mod 26

Pervious Total 26

Impervious Land Use acre

Impervious Total 0

Basin Total 26

Element Flows To:
Surface Interflow Groundwater

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Mitigated Land Use

Basin 1

Bypass:	No
GroundWater:	No
Pervious Land Use C, Lawn, Mod	acre 9.4
Pervious Total	9.4
Impervious Land Use ROADS MOD ROOF TOPS FLAT	acre 2.4 14.2
Impervious Total	16.6
Basin Total	26

Element Flows To:		
Surface	Interflow	Groundwater
Vault 1	Vault 1	

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Mitigated Routing**Vault 1**

Width: 183.27833883315 ft.
 Length: 183.27833883315 ft.
 Depth: 7 ft.
 Infiltration On
 Infiltration rate: 2
 Infiltration safety factor: 1
 Total Volume Infiltrated (ac-ft.): 3360.336
 Total Volume Through Riser (ac-ft.): 0
 Total Volume Through Facility (ac-ft.): 3360.336
 Percent Infiltrated: 100
 Total Precip Applied to Facility: 0
 Total Evap From Facility: 0
 Discharge Structure
 Riser Height: 6.5 ft.
 Riser Diameter: 18 in.
 Element Flows To:
 Outlet 1 Outlet 2

Vault Hydraulic Table

Stage(feet)	Area(ac.)	Volume(ac-ft.)	Discharge(cfs)	Infilt(cfs)
0.0000	0.771	0.000	0.000	0.000
0.0778	0.771	0.060	0.000	1.555
0.1556	0.771	0.120	0.000	1.555
0.2333	0.771	0.179	0.000	1.555
0.3111	0.771	0.239	0.000	1.555
0.3889	0.771	0.299	0.000	1.555
0.4667	0.771	0.359	0.000	1.555
0.5444	0.771	0.419	0.000	1.555
0.6222	0.771	0.479	0.000	1.555
0.7000	0.771	0.539	0.000	1.555
0.7778	0.771	0.599	0.000	1.555
0.8556	0.771	0.659	0.000	1.555
0.9333	0.771	0.719	0.000	1.555
1.0111	0.771	0.779	0.000	1.555
1.0889	0.771	0.839	0.000	1.555
1.1667	0.771	0.899	0.000	1.555
1.2444	0.771	0.959	0.000	1.555
1.3222	0.771	1.019	0.000	1.555
1.4000	0.771	1.079	0.000	1.555
1.4778	0.771	1.139	0.000	1.555
1.5556	0.771	1.199	0.000	1.555
1.6333	0.771	1.259	0.000	1.555
1.7111	0.771	1.319	0.000	1.555
1.7889	0.771	1.379	0.000	1.555
1.8667	0.771	1.439	0.000	1.555
1.9444	0.771	1.499	0.000	1.555
2.0222	0.771	1.559	0.000	1.555
2.1000	0.771	1.619	0.000	1.555
2.1778	0.771	1.679	0.000	1.555
2.2556	0.771	1.739	0.000	1.555
2.3333	0.771	1.799	0.000	1.555
2.4111	0.771	1.859	0.000	1.555

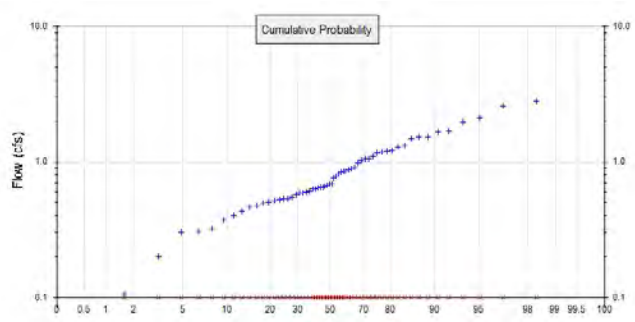
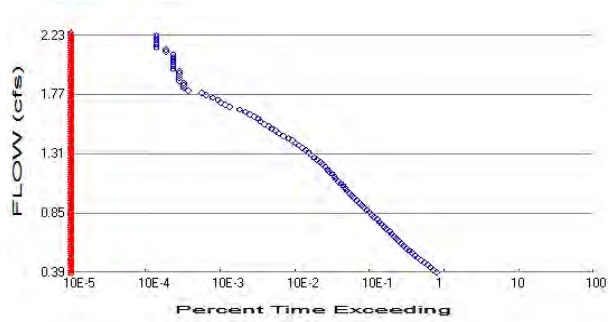
2.4889	0.771	1.919	0.000	1.555
2.5667	0.771	1.979	0.000	1.555
2.6444	0.771	2.039	0.000	1.555
2.7222	0.771	2.099	0.000	1.555
2.8000	0.771	2.159	0.000	1.555
2.8778	0.771	2.219	0.000	1.555
2.9556	0.771	2.279	0.000	1.555
3.0333	0.771	2.339	0.000	1.555
3.1111	0.771	2.399	0.000	1.555
3.1889	0.771	2.459	0.000	1.555
3.2667	0.771	2.519	0.000	1.555
3.3444	0.771	2.579	0.000	1.555
3.4222	0.771	2.639	0.000	1.555
3.5000	0.771	2.699	0.000	1.555
3.5778	0.771	2.759	0.000	1.555
3.6556	0.771	2.819	0.000	1.555
3.7333	0.771	2.878	0.000	1.555
3.8111	0.771	2.938	0.000	1.555
3.8889	0.771	2.998	0.000	1.555
3.9667	0.771	3.058	0.000	1.555
4.0444	0.771	3.118	0.000	1.555
4.1222	0.771	3.178	0.000	1.555
4.2000	0.771	3.238	0.000	1.555
4.2778	0.771	3.298	0.000	1.555
4.3556	0.771	3.358	0.000	1.555
4.4333	0.771	3.418	0.000	1.555
4.5111	0.771	3.478	0.000	1.555
4.5889	0.771	3.538	0.000	1.555
4.6667	0.771	3.598	0.000	1.555
4.7444	0.771	3.658	0.000	1.555
4.8222	0.771	3.718	0.000	1.555
4.9000	0.771	3.778	0.000	1.555
4.9778	0.771	3.838	0.000	1.555
5.0556	0.771	3.898	0.000	1.555
5.1333	0.771	3.958	0.000	1.555
5.2111	0.771	4.018	0.000	1.555
5.2889	0.771	4.078	0.000	1.555
5.3667	0.771	4.138	0.000	1.555
5.4444	0.771	4.198	0.000	1.555
5.5222	0.771	4.258	0.000	1.555
5.6000	0.771	4.318	0.000	1.555
5.6778	0.771	4.378	0.000	1.555
5.7556	0.771	4.438	0.000	1.555
5.8333	0.771	4.498	0.000	1.555
5.9111	0.771	4.558	0.000	1.555
5.9889	0.771	4.618	0.000	1.555
6.0667	0.771	4.678	0.000	1.555
6.1444	0.771	4.738	0.000	1.555
6.2222	0.771	4.798	0.000	1.555
6.3000	0.771	4.858	0.000	1.555
6.3778	0.771	4.918	0.000	1.555
6.4556	0.771	4.978	0.000	1.555
6.5333	0.771	5.038	0.096	1.555
6.6111	0.771	5.098	0.587	1.555
6.6889	0.771	5.158	1.291	1.555
6.7667	0.771	5.218	2.123	1.555
6.8444	0.771	5.278	3.009	1.555
6.9222	0.771	5.338	3.871	1.555

7.0000	0.771	5.398	4.639	1.555
7.0778	0.771	5.458	5.256	1.555
7.1556	0.000	0.000	5.703	0.000

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Analysis Results

POC 1



+ Predeveloped x Mitigated

Predeveloped Landuse Totals for POC #1

Total Pervious Area: 26
 Total Impervious Area: 0

Mitigated Landuse Totals for POC #1

Total Pervious Area: 9.4
 Total Impervious Area: 16.6

Flow Frequency Method: Log Pearson Type III 17B

Flow Frequency Return Periods for Predeveloped. POC #1

Return Period	Flow(cfs)
2 year	0.774155
5 year	1.268522
10 year	1.58639
25 year	1.964508
50 year	2.226417
100 year	2.471053

Flow Frequency Return Periods for Mitigated. POC #1

Return Period	Flow(cfs)
2 year	0
5 year	0
10 year	0
25 year	0
50 year	0
100 year	0

Annual Peaks

Annual Peaks for Predeveloped and Mitigated. POC #1

Year	Predeveloped	Mitigated
1949	0.891	0.000
1950	1.058	0.000
1951	1.691	0.000
1952	0.530	0.000
1953	0.429	0.000
1954	0.659	0.000
1955	1.052	0.000
1956	0.848	0.000
1957	0.684	0.000
1958	0.760	0.000

WWHM2012
PROJECT REPORT

General Model Information

Project Name: Vault
Site Name: Spinney Homestead Park
Site Address: 11710 NE 100TH ST
City: Kirkland
Report Date: 8/25/2020
Gage: Seatac
Data Start: 1948/10/01
Data End: 2009/09/30
Timestep: 15 Minute
Precip Scale: 1.000
Version Date: 2019/09/13
Version: 4.2.17

POC Thresholds

Low Flow Threshold for POC1: 50 Percent of the 2 Year
High Flow Threshold for POC1: 50 Year

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Landuse Basin Data
Predeveloped Land Use

Basin 1

Bypass: No

GroundWater: No

Pervious Land Use acre
C, Forest, Mod 26

Pervious Total 26

Impervious Land Use acre

Impervious Total 0

Basin Total 26

Element Flows To:
Surface Interflow Groundwater

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Mitigated Land Use

Basin 1

Bypass:	No
GroundWater:	No
Pervious Land Use C, Lawn, Mod	acre 9.4
Pervious Total	9.4
Impervious Land Use ROADS MOD ROOF TOPS FLAT	acre 2.4 14.2
Impervious Total	16.6
Basin Total	26

Element Flows To:		
Surface	Interflow	Groundwater
Vault 1	Vault 1	

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Mitigated Routing**Vault 1**

Width: 383 ft.
 Length: 383 ft.
 Depth: 5 ft.
 Discharge Structure
 Riser Height: 4 ft.
 Riser Diameter: 18 in.
 Orifice 1 Diameter: 2.11 in. Elevation:0 ft.
 Orifice 2 Diameter: 4.01 in. Elevation:2.678 ft.
 Orifice 3 Diameter: 6.66 in. Elevation:3.29625000000005 ft.
 Element Flows To:
 Outlet 1 Outlet 2

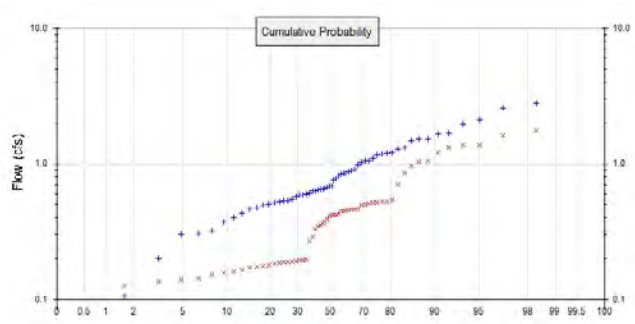
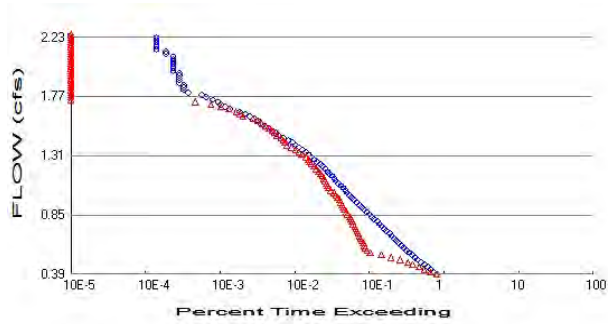
Vault Hydraulic Table

Stage(feet)	Area(ac.)	Volume(ac-ft.)	Discharge(cfs)	Infilt(cfs)
0.0000	3.367	0.000	0.000	0.000
0.0556	3.367	0.187	0.028	0.000
0.1111	3.367	0.374	0.040	0.000
0.1667	3.367	0.561	0.049	0.000
0.2222	3.367	0.748	0.057	0.000
0.2778	3.367	0.935	0.063	0.000
0.3333	3.367	1.122	0.069	0.000
0.3889	3.367	1.309	0.075	0.000
0.4444	3.367	1.496	0.080	0.000
0.5000	3.367	1.683	0.085	0.000
0.5556	3.367	1.870	0.090	0.000
0.6111	3.367	2.057	0.094	0.000
0.6667	3.367	2.245	0.098	0.000
0.7222	3.367	2.432	0.102	0.000
0.7778	3.367	2.619	0.106	0.000
0.8333	3.367	2.806	0.110	0.000
0.8889	3.367	2.993	0.113	0.000
0.9444	3.367	3.180	0.117	0.000
1.0000	3.367	3.367	0.120	0.000
1.0556	3.367	3.554	0.124	0.000
1.1111	3.367	3.741	0.127	0.000
1.1667	3.367	3.928	0.130	0.000
1.2222	3.367	4.115	0.133	0.000
1.2778	3.367	4.302	0.136	0.000
1.3333	3.367	4.490	0.139	0.000
1.3889	3.367	4.677	0.142	0.000
1.4444	3.367	4.864	0.145	0.000
1.5000	3.367	5.051	0.148	0.000
1.5556	3.367	5.238	0.150	0.000
1.6111	3.367	5.425	0.153	0.000
1.6667	3.367	5.612	0.156	0.000
1.7222	3.367	5.799	0.158	0.000
1.7778	3.367	5.986	0.161	0.000
1.8333	3.367	6.173	0.163	0.000
1.8889	3.367	6.360	0.166	0.000
1.9444	3.367	6.547	0.168	0.000
2.0000	3.367	6.735	0.170	0.000
2.0556	3.367	6.922	0.173	0.000

2.1111	3.367	7.109	0.175	0.000
2.1667	3.367	7.296	0.177	0.000
2.2222	3.367	7.483	0.180	0.000
2.2778	3.367	7.670	0.182	0.000
2.3333	3.367	7.857	0.184	0.000
2.3889	3.367	8.044	0.186	0.000
2.4444	3.367	8.231	0.188	0.000
2.5000	3.367	8.418	0.191	0.000
2.5556	3.367	8.605	0.193	0.000
2.6111	3.367	8.793	0.195	0.000
2.6667	3.367	8.980	0.197	0.000
2.7222	3.367	9.167	0.291	0.000
2.7778	3.367	9.354	0.339	0.000
2.8333	3.367	9.541	0.375	0.000
2.8889	3.367	9.728	0.405	0.000
2.9444	3.367	9.915	0.432	0.000
3.0000	3.367	10.10	0.456	0.000
3.0556	3.367	10.29	0.479	0.000
3.1111	3.367	10.47	0.500	0.000
3.1667	3.367	10.66	0.520	0.000
3.2222	3.367	10.85	0.538	0.000
3.2778	3.367	11.03	0.556	0.000
3.3333	3.367	11.22	0.805	0.000
3.3889	3.367	11.41	0.956	0.000
3.4444	3.367	11.59	1.069	0.000
3.5000	3.367	11.78	1.165	0.000
3.5556	3.367	11.97	1.249	0.000
3.6111	3.367	12.16	1.326	0.000
3.6667	3.367	12.34	1.397	0.000
3.7222	3.367	12.53	1.464	0.000
3.7778	3.367	12.72	1.527	0.000
3.8333	3.367	12.90	1.587	0.000
3.8889	3.367	13.09	1.645	0.000
3.9444	3.367	13.28	1.700	0.000
4.0000	3.367	13.47	1.753	0.000
4.0556	3.367	13.65	2.012	0.000
4.1111	3.367	13.84	2.441	0.000
4.1667	3.367	14.03	2.976	0.000
4.2222	3.367	14.21	3.585	0.000
4.2778	3.367	14.40	4.243	0.000
4.3333	3.367	14.59	4.921	0.000
4.3889	3.367	14.78	5.592	0.000
4.4444	3.367	14.96	6.228	0.000
4.5000	3.367	15.15	6.805	0.000
4.5556	3.367	15.34	7.303	0.000
4.6111	3.367	15.52	7.714	0.000
4.6667	3.367	15.71	8.039	0.000
4.7222	3.367	15.90	8.298	0.000
4.7778	3.367	16.08	8.611	0.000
4.8333	3.367	16.27	8.867	0.000
4.8889	3.367	16.46	9.116	0.000
4.9444	3.367	16.65	9.357	0.000
5.0000	3.367	16.83	9.592	0.000
5.0556	3.367	17.02	9.821	0.000
5.1111	0.000	0.000	10.04	0.000

Analysis Results

POC 1



+ Predeveloped x Mitigated

Predeveloped Landuse Totals for POC #1

Total Pervious Area: 26
 Total Impervious Area: 0

Mitigated Landuse Totals for POC #1

Total Pervious Area: 9.4
 Total Impervious Area: 16.6

Flow Frequency Method: Log Pearson Type III 17B

Flow Frequency Return Periods for Predeveloped. POC #1

Return Period	Flow(cfs)
2 year	0.774155
5 year	1.268522
10 year	1.58639
25 year	1.964508
50 year	2.226417
100 year	2.471053

Flow Frequency Return Periods for Mitigated. POC #1

Return Period	Flow(cfs)
2 year	0.350348
5 year	0.65987
10 year	0.93816
25 year	1.387583
50 year	1.802886
100 year	2.295574

Annual Peaks

Annual Peaks for Predeveloped and Mitigated. POC #1

Year	Predeveloped	Mitigated
1949	0.891	0.174
1950	1.058	0.704
1951	1.691	1.741
1952	0.530	0.159
1953	0.429	0.461
1954	0.659	0.446
1955	1.052	0.176
1956	0.848	1.053
1957	0.684	0.189
1958	0.760	0.392



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: Rod Steitzer, P.E., Capital Projects Manager
Julie Underwood, Interim Public Works Director

Date: October 8, 2020

Subject: CEDAR CREEK CULVERT REPLACEMENT— UPDATE AND BUDGET ADJUSTMENT

RECOMMENDATION:

Staff recommends that the City Council:

- Receive an update on the Cedar Creek Culvert Replacement Project (Project); and
- Authorize the fiscal note transferring \$220,000 from Surface Water Reserves to this Project and adjusting the budget.

By taking action on this memo and fiscal note during approval of the consent calendar, City Council is authorizing the transfer and increasing the funding for the Project.

BACKGROUND DISCUSSION:

This Project is located on 100th Avenue NE, just south of Simonds Road NE (see Attachment A, Vicinity Map). The Project, which is identified in the *Surface Water Master Plan*, called for the replacement of an aged 36-inch box culvert crossing, removal of a non-functioning upstream flow control structure, and removal of a downstream fish barrier east of 100th Avenue NE.

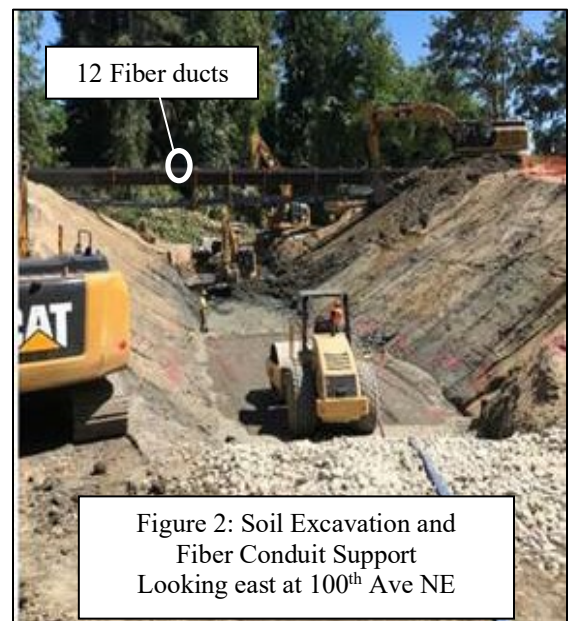
To date, the Project has installed a new 8-foot high, 14-foot wide, 120-foot long culvert, removed fish pass barriers, replaced an adjacent in-stream detention facility, opened 5,200 feet of upstream aquatic habitat for Cutthroat Trout, Coho, Sockeye, and Kokanee Salmon, and restored the 100th Avenue NE roadway surface to accommodate future roadway improvements. Improvements will result in less stream bank erosion, degradation of aquatic habitat, reduce risk of downstream flooding, and improved maintenance access and reduced maintenance costs.

The Project has maintained the anticipated fast-paced schedule and met requirements for in-water “fish window” work as well as reopening the roadway after full closure of 100th Avenue NE. The following is a brief summary of project schedule elements. Highlights of the Project schedule include advertisement in March 2020, award of the construction contract On April 21, beginning material procurement on April 22, and starting construction work on June 17. The

100th Avenue NE road closure and culvert installation begin on July 22 and work was completed and the roadway reopened by August 13; well within the July 15 – September 30 fish window.

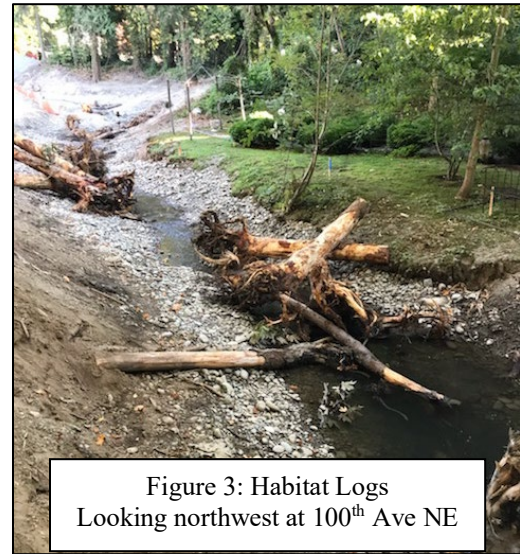
The Project encountered several significant setbacks exceeding the current contingency budget including:

- An increase in quantity to install the retaining walls. The Project design plans accommodate the future 100th Avenue NE roadway project including location, height, and loading of the walls; however, the quantities used at the time of bidding reflected a wall size only needed for the culvert installation. This quantity resulted in a \$130,000 increase. However, the 100th Avenue NE project will no longer need to construct the walls, decreasing those costs (see Figure 1).
- An increase in quantity due to unsuitable soil conditions. Soils within and adjacent to the creek bed were unsuitable to support the culvert and roadway. The unsuitable soils were hauled off the site and appropriate material was brought in to fill the excavation. This quantity increase was \$156,000 (see Figure 2).
- A differing site condition that required the support of 12 fiber conduit ducts. A \$75,000 change order was issued to cover the contractor's cost of the site condition work. However, staff is working with the design consultant, Frontier Communications and City Attorney's Office for cost recovery. An update for this will be provided when construction contract work is accepted (see Figure 2).



- A \$103,000 change order was issued to increase the number of in-stream habitat logs from 49 to 164 (115 log increase). The change was a permit condition initiated by the Tribes to improve fish habit. The permit condition was received after the Project bid date, which was set to meet fish window.

Fortunately, the construction management team worked with ICI to identify, and implement, opportunities for savings. Those efforts resulted in savings of \$85,500.



Remaining Work

The Project continues to progress along the original schedule with several work elements planned to be completed this year. Those elements include; installing 530 trees and 3,758 shrubs within the nearly 1.5-acre project site, installing concrete traffic barriers along the top of the walls, and installing chain link fencing at the top of the walls.

Funding

Although the Project has achieved the overall goals for the project, the site setbacks have impacted the budget. Staff is recommending authorization of additional budget authority to cover projected expenses and have prepared a fiscal note for consideration (see Attached Fiscal Note). A summary of funding, and to-date and projected expenses, is shown in Table 1 below with the overall Project budget shown in the Project Budget Report (see Attachment B, Project Budget Report). The Project is funded entirely from local Surface Water Funds.

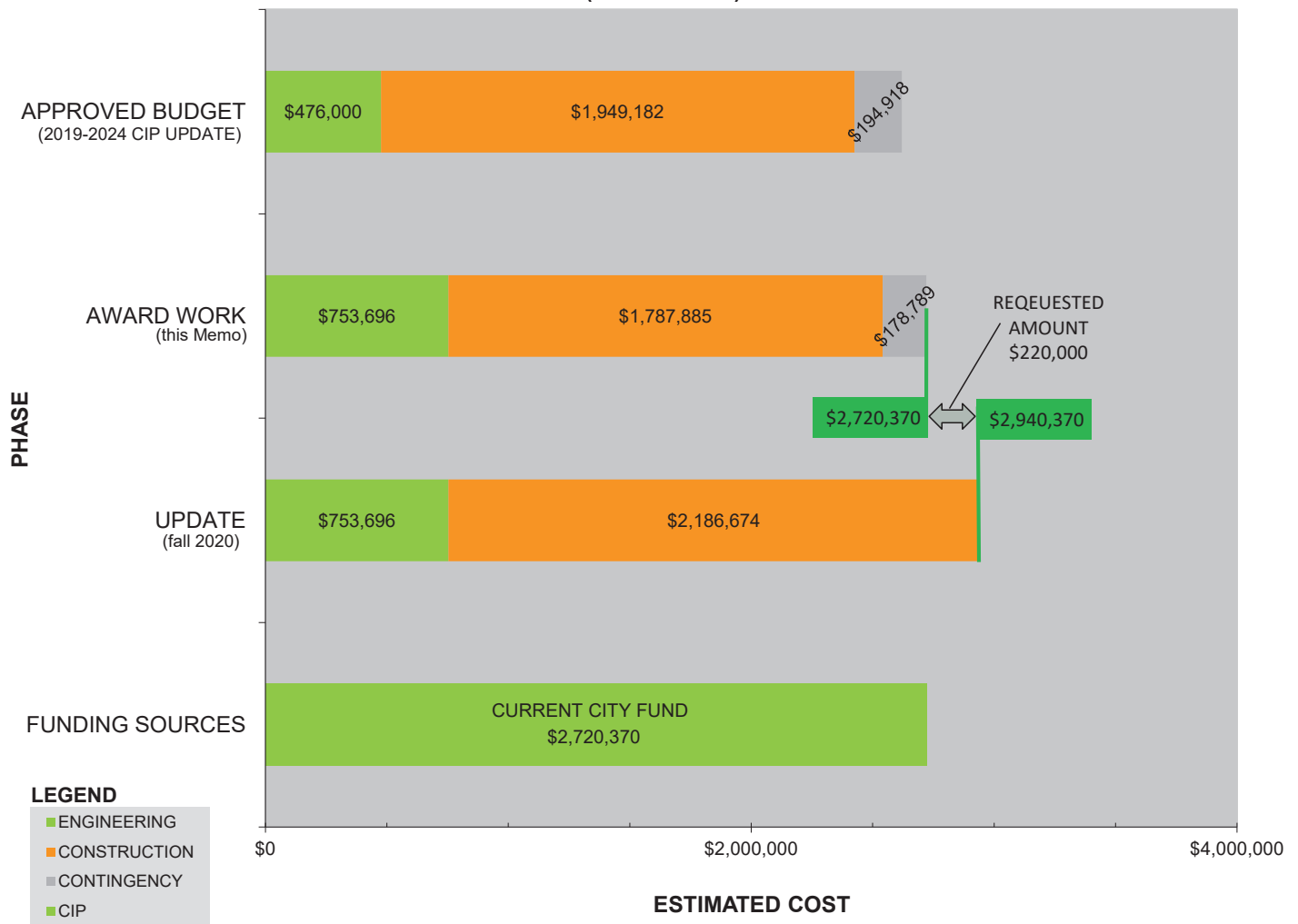
Table 1: Project Funding and Expenses (SDC 124)

Item	Amount
Funding	\$ 2,720,370.00
Expenses at Award	\$ 2,720,370.00
Additional Retaining Wall Quantity	\$ 130,000.00
Additional Habitat Logs	\$ 103,000.00
Differing Condition Unsuitable Soils	\$ 156,000.00
Differing Condition Fiber Conduits	\$ 75,000.00
Construction Savings	\$ (85,500.00)
Project Contingency (10%)	\$ (178,789.00)
Subtotal	\$ 2,920,081.00
difference	\$ 199,711.00
Additional contingency for remaining work	\$ 20,289.00
requested budget authority	\$ 220,000.00

Weather permitting, staff anticipates the Project will be completed in November.

Attachment A: Vicinity Map
Attachment B: Project Budget Report
Attachment C: Fiscal

Project Budget Report
Cedar Creek Culvert Replacement Project
(SDC 1240000)



FISCAL NOTE

CITY OF KIRKLAND

Source of Request							
Julie Underwood, Interim Director of Public Works							
Description of Request							
One-time request to transfer Surface Water Capital Reserves of \$220,000 to the Cedar Creek Fish Passage/Culvert Replacement Project (SDC1240000).							
Legality/City Policy Basis							
Fiscal Impact							
A transfer of \$220,000 from the Surface Water Capital reserve to the Cedar Creek Fish Passage/Culvert Replacement Project (SDC1240000). The available Surface Water Capital Reserve balance is sufficient to fully fund this request.							
Recommended Funding Source(s)							
<i>Reserve</i>	Description	2020 Est End Balance	Prior Auth. 2019-20 Uses	Prior Auth. 2019-20 Additions	Amount This Request	Revised 2020 End Balance	2020 Target
	Surface Wtr Constr. Reserve	2,307,965	(2,901,451)	1,632,978	(220,000)	819,492	N/A
	Finance Processing notes: Surface Water Construction Reserve - SDR1111001 - 42325931*599014 - Current balance 10.8.20 = \$1,039,492.						
<i>Revenue/Exp Savings</i>							
<i>Other Source</i>							
Other Information							

Prepared By	Kyle Butler, Financial Planning Supervisor	Date	October 8, 2020
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CITY OF KIRKLAND
Public Works Department
123 Fifth Avenue, Kirkland, WA 98033 425.587.3800
www.kirklandwa.gov
MEMORANDUM
To: Kurt Triplett, City Manager

From: Anneke Davis, P.E., Senior Project Engineer
Rod Steitzer, P.E., Capital Projects Manager
Julie Underwood, Interim Public Works Director

Date: October 8, 2020

Subject: PUBLIC ART FOR FIRE STATION 24—COMMISSION RECOMMENDATION

RECOMMENDATION:

Staff recommends that the City Council accept the Kirkland Cultural Arts Commission's recommendation of *The Sentinel* (see Figure 1, right) by Michael Clapper of Michael Clapper Studios, Denver, Colorado, to be fabricated and installed as part of the renovation of Fire Station 24 (Project).

BACKGROUND DISCUSSION:

Consistent with the City's 1% for Public Art Guidelines, the Project is a public art-eligible capital improvement project. The Project established a \$145,124 budget for the selection of an artist and the procurement and installation of the artwork. This amount was based upon the original 2019-2024 CIP budget for the Station 24 renovation.

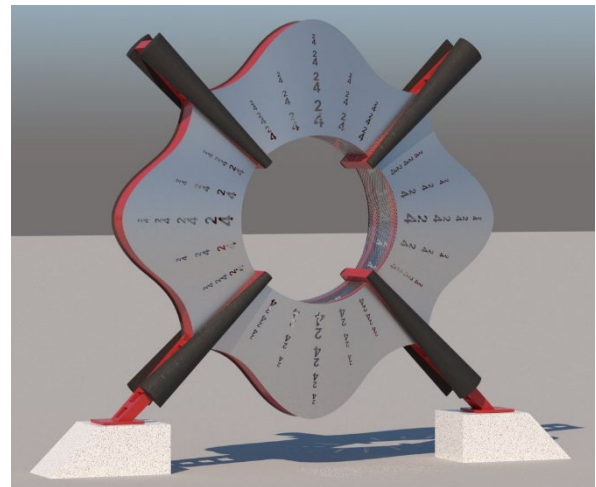


Figure 1: Artist's Rendering of *The Sentinel*.

The Project team and the Kirkland Cultural Arts Commission together established an art committee for the Project. The art committee is comprised of two members from the Commission and three members from the Fire Department. The committee determined that the site-specific artwork should be placed within the

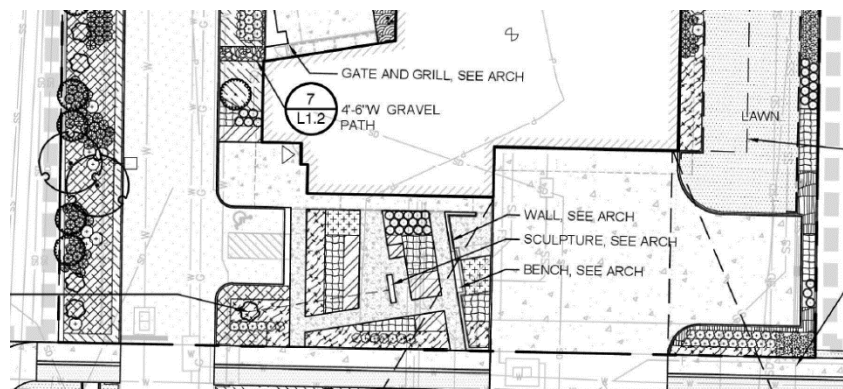


Figure 2: Location of Sculpture, placed in plaza at the front of Fire Station 24.

proposed plaza of Fire Station 24 that will face NE 132nd Street (see Figure 2, above; and Attachment A, Vicinity and Area Maps).

The committee proposed that the following themes and concepts should be incorporated into the art:

- A reflection of the Kirkland Fire Department's mission and vision;
- A reflection of the surrounding neighborhood and Kirkland;
- An opportunity to incorporate water and/or light; and
- An opportunity to signify when a response is happening.

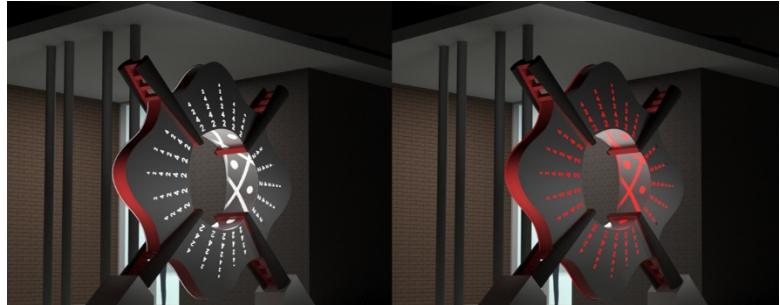


Figure 3: The lighting of *The Sentinel* at night; red signifies a response. (Note: the pattern within the cylindrical center is not accurate in this rendering.)

Artist Selection

An advertisement for artists was published on March 21, 2019, which resulted in 38 submissions. Five artists were selected and interviewed in April 2019: Mark Aeling, Luke Blackstone, Michael Clapper, Stroller Studio, and Susan Zoccola. Of those five, two were selected as finalists: Michael Clapper and Susan Zoccola. These two artists participated in a project orientation with the committee, the architect, and the Project team in May 2019, then the artists presented their final art concepts in June 2019. The committee felt these two artists were most suited to work with the proposed themes and concepts, were comfortable with their approach to the design process, and satisfied with their past experiences as artists on public projects. The artists received a small stipend to produce a site-specific art concept.

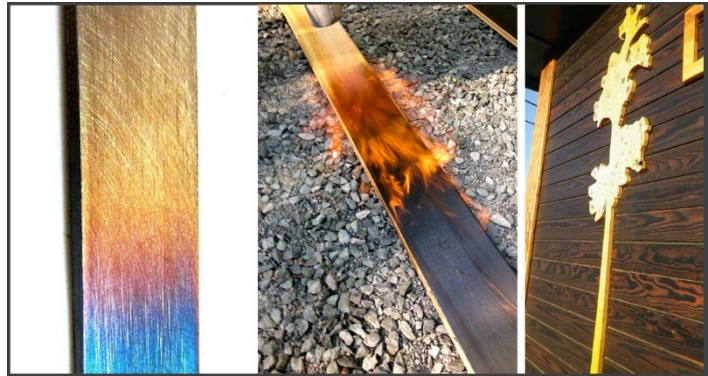
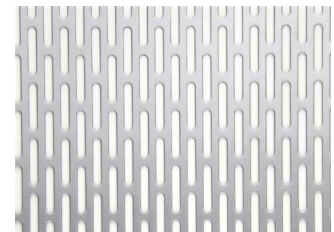


Figure 4: Material Inspirations. Charred Wood and Multi-Colored Stainless Steel

On June 19, 2019, Susan Zoccola and Michael Clapper gave a presentation to the committee of their proposed site-specific art concept. After the final art concepts were reviewed and discussed by the committee, Michael Clapper was selected as the artist for the Project. Since then, the artist has made minor changes to the concept to reflect the direction provided by the committee and the Commission. In September 2020, the Commission reviewed the final concept proposed by the artist and recommended it advance to the City Council for approval.



Final Concept

The Sentinel references the historical, international, and iconic symbol of the firefighter: the Maltese cross. The material choices—treated wood and multi-colored metal—reference heat and fire (see Figure 4, Material Inspirations, above). The sculpture intends to reference the protection of the community. The sculpture will be lit from within to provide a soft-glow white light at night, but change to red when the station is on a call. *The Sentinel* is proposed to be ten feet tall, nine feet wide, and twenty inches in depth.

Revisions by the artist to the final concept include using a stainless steel and perforated patterned stainless steel to line the cylindrical wall of the interior of the sculpture (see Figures 5 and 6). This will provide an even glow of soft light emanating from the sculpture and will not compete with the numbered 24 pattern on the exterior of the sculpture. The "24" references both the station number and the concept of a 24-hour a day sentinel.

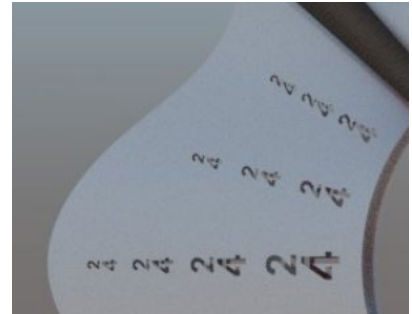


Figure 6: "24" Pattern on Exterior of the Sculpture

Budget and Cost

Before selection of the artist, finalists were paid a small stipend totaling \$2,250 for their efforts to develop a concept. The cost for *The Sentinel*—including design, materials and fabrication, installation support, taxes, travel, and insurance—is \$117,283. An additional amount of \$11,540 is budgeted for the architect, engineers, and in-house staff in support of the placement, structural parameters, installation, and electrical and data connections to support the art sculpture. A \$15,000 contingency is held by the Project for any unforeseen conditions during construction. The Project budget is summarized in Table 1, below.

Table 1: Fire Station 24—Art Budget

Funding	
Budget - 1% Based on 2019 - 2024 CIP	\$ 146,124
Total	\$ 146,124
Expenses	
Finalists - Art Concepts	\$ 2,250.00
The Sentinel - design, fabrication, delivery, installation	\$ 117,282.60
Project Management, Technical Coordination	\$ 11,540.00
Contingency	\$ 15,000.00
Total	\$ 146,072.60

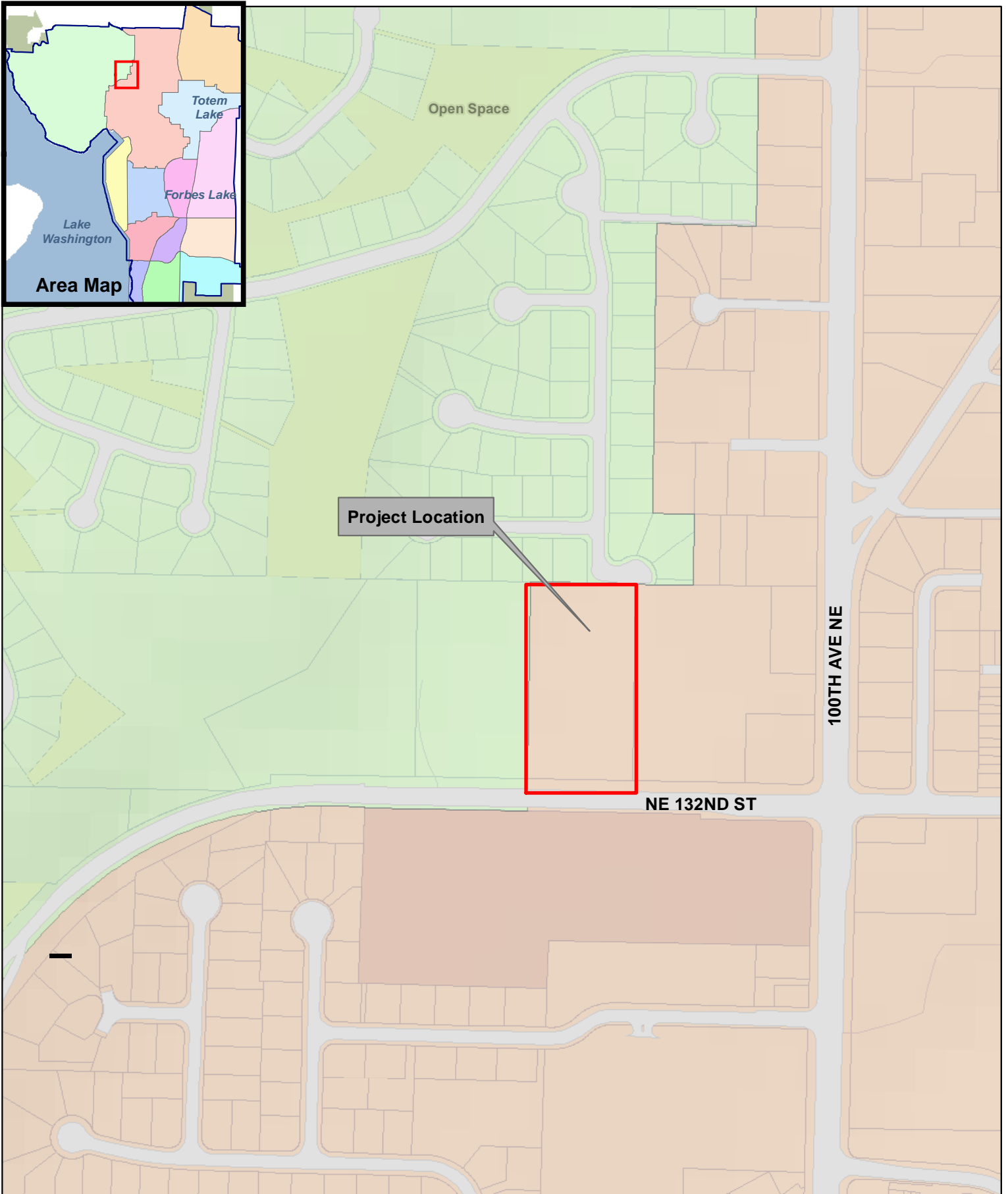
This art budget is consistent with the Project funding and expenses presented to the Council on September 1, 2020 for the award of the construction contract to Kirtley-Cole Associates, LLC. The art budget above represents no change to the Project's budget plan.

Schedule

Based upon the City Council's action on the recommended art concept, the artist would begin fabrication of the sculpture, with anticipated delivery and installation in late summer 2021 to coincide with the date of substantial completion of the Project.

Attachment A: Vicinity Map with Area Map Inset

This is project CPS3002200



Vicinity Map
Fire Station 24
9824 NE 132nd Street
PSC 3002 200



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: David Barnes, Senior Planner
Adam Weinstein, Planning and Building Director

Date: October 8, 2020

Subject: Sustainability Master Plan Review

Recommendation

Review, discuss and provide feedback to staff on the items outlined below in the Policy and Discussion Points section that were identified by Council and staff from the Sustainability Master Plan (SMP) Council Comment Matrix (see Attachment 1). Also identify any topics from the Public Comment Summary (see Attachment 2) that require more discussion.

Background

In January 2019, the City embarked on the development of a Sustainability Master Plan which is included in the 2019-2020 City Work Program and is intended to identify best practices that allow Kirkland's many sustainability strategies to be implemented and measured, along with other actions needed to achieve a livable and sustainable community.

At the [February 4, 2020 City Council Study Session](#), staff reintroduced the guiding principles for the SMP and discussed the format and overall organization of the plan, including the plan's thematic sections.

At the [August 4, 2020 City Council Meeting](#), staff presented a high-level overview of the draft SMP (see Attachment 2). Because Council comments at this meeting focused on big-picture elements of the SMP, staff created a Council Comment Matrix to assist in a more detailed examination of the plan's actions and policy-related questions.

At the [September 15, 2020 Council Study Session](#), staff presented and Council discussed and provided direction on eight policy-related questions from the SMP Council Comment Matrix. At the conclusion of the study session, staff asked Council to identify the remaining issues they would like to discuss at a future Council meeting.

Plan and Policy Discussion Points

Numerous comments in the Council Comment Matrix appear to be minor in nature, but Council should still acknowledge them and provide direction to staff to move forward with potential revisions to the draft SMP.

The following 11 items have been identified for Council discussion and direction to resolve and develop appropriate revisions to the draft SMP:

1. **Electrification of Vehicles**

Proposed Action ES- 4.9: Consider a policy to dedicate a percentage of fuel tax toward support of electrification of transportation, such as building additional charging stations at city facilities and parks.

Staff suggests: Guidance from the Municipal Research and Services Center (MRSC) revenue guide on use of Motor Vehicle Fuel Taxes indicates that the Fuel Tax may not be used for the purposes as described in the original action:

The revenues must be placed in a designated city street fund and used for the following highway or street purposes (RCW 47.24.040):

- Salaries and wages;
- Material, supplies, or equipment;
- Purchase or condemnation of right-of-way;
- Engineering;
- Any other proper highway or street purpose in connection with the construction, alteration, repair, improvement, or maintenance of any city street or bridge, or viaduct or underpassage along, upon, or across such streets; and/or
- Planning, accommodation, establishment, or maintenance of pedestrian, equestrian, or bicycle trails within an existing highway right-of-way or severed by the highway (RCW 47.30.030 and RCW 47.30.060).

Staff thus recommends the following revision:

Proposed Action ES-4.9 (Revised): Consider a policy to dedicate a percentage of fuel tax ~~establish~~ a revenue source toward support of electrification of transportation, such as building additional charging stations at city facilities and parks.

Key question:

Does the revised action meet a similar intent as the original action and should it be included in the SMP?

2. **Active Transportation**

Proposed Action LT-4.10: Develop alternative standards for safe pedestrian travel when building sidewalks is prohibitive.

Staff suggests: There are existing contract provisions for Capital Improvement Plan (CIP) projects that require pedestrian accessways to be established when roadway projects are being constructed. There is no current Municipal Code provision for sidewalk alternatives, although one could be developed, and interim alternatives have been developed subject to Public Works Director approval.

As an example: We have allowed wider shoulders for pedestrian/parking/bike combined facilities along Holmes Pt, but this was more of an interim standard until the Holmes Pt Corridor Study is completed.

Key question:

Do you want staff to craft an action that proposes establishing alternative sidewalk standards when traditional sidewalks are infeasible?

3. **Energy Supply**

Revised Action ES-2.2: ~~Consider supporting~~ Provide a report to the City Council on the process and feasibility of the formation of an Eastside Public Utility District that secures 100% renewable electricity that is equitably priced for the entire community, if Puget Sound Energy is not meeting its Clean Energy Transformation Act (CETA) goals.

Staff Suggests: Formation of an Eastside Public Utility District was a top recommended action from the community. The revised text is proposed as an alternative to the original matrix language. This language directs staff to prepare information for the Council about the benefits and complexities of the formation of a public utility district in order to provide the context for future Council decisions. The Clean Energy Transformation Act of 2019 requires utilities to provide 100% clean, renewable electricity by 2030 and for a utility to be 100% carbon free by 2045.

Key Question: Should this action or the proposed revised action be included the SMP?

4. **Distributed Renewal Energy**

Proposed Action ES- 3.3: Consider revisions to remove barriers and provide incentives for solar power installations in land use regulations.

Staff suggests: This action would assist in allowing properties located in Houghton to have the same height exception for solar installations that exist city-wide. The impacts are minimal as the maximum additional height that would be needed is 18-24 inches on a flat roof. Most pitched roofs do not need any height exceptions to optimize solar panel efficiency.

There are also voluntary [solar ready provisions](#) in Appendix U of the Washington State Building Code that we could consider adopting as a requirement for new single family, duplexes and townhomes if desired.

Key Question: Do you want staff to incorporate the proposed action ES-3.3 to explore creating new zoning provisions and incentives for solar panels, and adopting Appendix U to ensure help our new structures (single-family, duplex and townhomes) are solar-ready?

5. **New Construction and Development**

Proposed Action BI-2.2: Consider requirement for buildings in business districts to be built to high performing building standards.

Staff suggests: International Living Future Institutes (ILFI) [<https://living-future.org/core/>] Core Green Building Certification could be considered for this requirement. This excerpt from the ILFI site is instructive: "(Core) is a simple framework that outlines the 10 best practice achievements that a building must obtain to be considered a green or sustainable building. It puts the connection to nature, equity and the need for a building to be loved on even footing with the typical water, energy and materials concerns. Core seeks to rapidly diminish the gap between the highest levels of established green building certification programs and the aspirations of the Living Building Challenge." Examples of practice achievements include: Responsible water use, reduced carbon and energy use, high indoor air quality and healthy interior materials, and inclusive and universal access where applicable to the type of building project. This is not a checklist certification, but a performance-based certification which allows greater creativity and flexibility in demonstrating achievement of the requirements.

Key Question: Does Council want to consider regulations, incentives or both to ensure we have more high-performing green buildings being constructed in Kirkland?

6. **Active Transportation (AT)**

Proposed Action LT- 4.8: Update markings for all bicycle lanes that are not protected by 2025.

Staff suggests: Standards for bicycle markings are the same city-wide. There are places where there are no markings and the intent is to have bicycle lanes marked as a goal in the Active Transportation Plan.

Key Question: Do we want to have a consistent goal in the SMP with a deadline for completion and a similar goal in the Active Transportation Plan?

7. **Waste Reduction (Withdrawn by CM Curtis)**

Proposed Action SM 3.2: Enact policy to ~~support reduction of~~ eliminate single use food serviceware, including straws and utensils

Staff suggests: Keep proposed Action SM 3.2 original language: Enact Policy to support the reduction of single use food serviceware, including straws and utensils.

The intent of using the term "reduction" in this action was to eliminate unneeded single use food service items, while leaving them available when needed, such as for takeout that would be eaten away from the home and restaurant. This action is worded to support a future policy recommendation to require that

single-use utensils be made self-service or by request/positive affirmation from the customer. In addition, single use serviceware includes compostable and recyclable items, which may be products that restaurants may want to offer.

8. **Access to Parks and Open Space**

Proposed Action EV 8.1: "Sign the national "10-minute walk" initiative.

Staff suggests: The 10-minute walk initiative is a Mayor's pledge that "makes the 100% promise to ensure that everyone in your city has safe, easy access to a quality park within a 10-minute walk of home by 2050." Currently as the SMP states, 92% of Kirkland residents are within ½ mile or a 10-minute walk to a park. This pledge would improve access to parks and is recommended by staff.

The following link provides additional detail about the initiative:

<https://10minutewalk.org/#Promise>

Key Question: Is the information staff provided and the link sufficient to support the inclusion of this action in the SMP?

9. **Waste Reduction**

Proposed Action SM 1.4: Set rates to incentivize waste reduction.

Staff Suggests: Revised Action SM 1.4: Set linear rates to incentivize waste reduction and recycling.

Linear rates mean that the price per gallon across all the service levels is the same. That means there's no "bulk discount" on the larger service levels that come with a cost-of-service rate model. This then encourages customers to downsize their waste bins and use weekly recycling and composting service to get as much recyclable and compostable items out of their trash as possible. Thus the linear rate model encourages not only recycling and composting but also waste reduction/waste avoidance.

While the City's current waste pickup rate structure is linear, the decision on pricing is made with each City budget. Revised Action SM 1.4 would formalize the linear nature of the City's waste rates.

Another suggestion to add more flexibility would be to insert "innovative" for the word "linear" in the action.

Key Question: If this action is to be retained, do you want staff to revise it again to meet the intent of DM Arnold's response?

10. **Recycling and Composting**

Proposed Action SM- 4.4b: Increase multi-family and commercial recycling through...[actions to be established after Council discussion].

Staff suggests: The City's existing program targets improving recycling and composting at multi-family properties. The building code references allocating sufficient physical space on the property to accommodate recycling and composting. It would be difficult to apply this requirement to existing buildings, although incentives could be developed to encourage multi-family and commercial property owners to make space for composting and recycling.

Key Question: Do you want staff to revise the proposed action to develop incentives to retrofit existing properties with adequate space for recycling and composting?

11. **Buildings and Infrastructure, Electrification Discussion**

Council Comment: Some of the recommendations or goals could lead to increased housing costs. Given our sensitivity and priority around housing affordability, can the plan somehow identify those items that could lead to higher housing costs over time? Obviously, those costs would need to be weighed against the public benefits that are gained. For example, how do the net zero requirements impact overall housing costs?

Staff suggests: Washington State's energy code is becoming more stringent every two years and should reach a net-zero energy requirement for new construction by 2031. Most of the costs related to getting to net zero involve a tighter building envelope (less air leaks, and more insulation) and more efficient mechanical systems which lower the overall energy load that would need to be offset by clean energy production utilizing solar arrays.

Action BI-1.1 in the Building and Infrastructure element is a supporting action as it seeks to revise our green building program to incentivize the creation of more net-zero buildings of all types in Kirkland. The cost premium to achieve a net-zero energy building varies by several factors. Below are two approaches to delivering a net-zero energy home.

One example from TC Legend Homes demonstrates that the cost premiums to achieve net-zero energy can be built into the cost of the home and constructed for approximately the same price as a built to code home. Therefore, for a 2,000 square-foot home, using a more efficient design, the building owner doesn't pay more for a net-zero energy home and actually saves approximately \$100/month on energy, water and sewer costs.

Another example from Dwell Homes reported a cost premium of approximately 4-6% or \$37-\$57K for \$950K home. The additional costs for this developer is not in the efficient design alone, but in the smart home and solar package related to achieving net-zero energy, and increase the cost of the home. As in the previous example there are utility savings that help offset the cost premiums. Dwell indicates that on a 2,500 square-foot home the cost savings range anywhere from \$100-\$400 monthly (\$1,200-\$4,800 annually) in reduced utility charges depending on the occupant's energy, water and sewer usage.

Key Question: Do we want to do more to require or incentivize high performing green buildings in Kirkland?

12. Implementation Plan

Council Comment: I am really interested in an Action Plan, what are the next steps in the process, what are the timelines, and what are the costs?

Staff suggests: Staff is flexible about how the SMP could be implemented, what is prioritized and cost limitations. The implementation matrix in the draft SMP will be a useful guide that can help us prioritize based on cost, ease of completing the action, and staff capacity. One option is for staff to provide a yearly plan to Council that summarizes sustainability actions completed over the last year, and priorities for the next year. Another option is for sustainability actions to be incorporated into the three-year Planning Work Program.

Key Question: What is Council's expectation for an action plan?

Public Feedback

The community can provide comment to staff and Council up until Council adoption of this plan. Staff has created a Public Comment Matrix (see Attachment 2) to summarize public comment for Council's consideration.

Next Steps

Staff will incorporate Council feedback that has been discussed and agreed upon into the draft plan and come back to a future Council meeting with the revisions completed and continue the discussion and revisions until Council is satisfied with the draft plan. After this occurs, staff will return with a resolution to formalize adoption of the SMP and to discuss the implementation strategy.

Attachments

1. Council Comment Matrix
2. Public Comment Summary

Attachment 1

SMP Council Comment Matrix

Council Member	Focus Area/ Element	Existing Text, Comment or Question	Proposed Text, or New Text	Staff Feedback	Disposition
Energy Supply & Emissions					
DM Arnold	GHG Emissions		<u>Action ES 1.4: Update Kirkland comprehensive plan climate goals regularly to be consistent with updated state and regional goals.</u>	Staff agrees. If Council approves this action, it will be added.	
DM Arnold	GHG Emissions		<u>Action ES 1.5: Support state or regional clean fuel standard.</u>	Staff agrees. This is part of the adopted K4C's Joint Letter of Commitments and will be good to be prioritized on our legislative agenda. If Council approves this action, it will be added.	
DM Arnold	Purchased Electricity	Action ES-2.2 Consider supporting the formation of an Eastside Public Utility District that secures 100% renewable electricity that is equitably priced for the entire community	Action ES-2.2 Consider supporting the formation of an Eastside Public Utility District that secures 100% renewable electricity that is equitably priced for the entire community, <u>if Puget Sound Energy is not meeting its CETA goals</u>	Staff agrees. Consider this action as a back up to PSE fulfilling the requirements of providing carbon neutral clean energy by 2030 and 100% clean renewable electricity by 2045 as required by the Clean Energy Transformation Act (CETA) of 2019. If Council approves this additional language, it will be revised in the draft SMP.	Council to discuss on 10/20/20
DM Arnold	Distributed Renewable Energy	The addition of 10MW of distributed solar in ES-3 covers about 1000 homes, out of		This number was recommended by the Environmental Technical Advisory Group (ETAG) based on their familiarity with -the level of effort it takes to conduct a Solarize Kirkland campaign. Based on two previous	

SMP Council Comment Matrix

Council Member	Focus Area/ Element	Existing Text, Comment or Question	Proposed Text, or New Text	Staff Feedback	Disposition
		<p>more than 20,000 houses in Kirkland. Is there background on why not a more aggressive number, especially with the goal being by 2030?</p>		<p>campaigns, 60 to 70 homes purchased solar panels per each annual campaign. It's still a heavy lift to get 1,000 more homes with panels over the next 10 years. While staff and ETAG support the distributed solar goals, Community Solar and utility sponsored solar may get us to our goals more quickly. We should also consider supporting storage for solar energy to promote resilience in the community.</p>	
DM Arnold	Distributed Renewable Energy	<p>CM Curtis: Should solar installation impacts be considered in rooftop amenities code?</p>	<p><u>Action ES-3.3: Consider revisions to remove barriers and provide incentives for solar in land use regulations.</u></p>	<p>This action would help in allowing properties located in Houghton to have the same height exception that exists city-wide. The impacts are minimal as the maximum that would be needed is 18-24 inches on a flat roof. Most pitched roofs do not need any height exceptions to optimize the solar panels efficiency.</p> <p>There are also voluntary solar ready provisions in Appendix U of the Washington State Building Code that we could consider adopting as a requirement for new single family, duplexes and townhomes. This would not be cost prohibitive if done during construction. It would require a conduit from the buildings electrical box to the roof, and when the owner was ready could add solar panels.</p>	<p>Council to Discuss on 10/20/20</p>
DM Arnold	Distributed Renewable Energy		<p><u>Action ES 3.4: Support innovative financing mechanisms for</u></p>	<p>Staff and ETAG agree. This would be helpful to jumpstart Community Solar installations.</p>	

SMP Council Comment Matrix

Council Member	Focus Area/ Element	Existing Text, Comment or Question	Proposed Text, or New Text	Staff Feedback	Disposition
			<u>distributed energy improvements.</u>		
DM Arnold	Electrification of Vehicles	Action ES-4.3 Require EV charging stations with all new developments or redevelopment projects at a minimum ratio of one EV charger for 2% of all required parking stalls	Action ES-4.3 Require EV charging stations with all new developments or redevelopment projects at a minimum ratio of one EV charger for 2% of all required parking stalls <u>and to be charger-ready for more in the future (maybe 20%?).</u>	Staff and ETAG agree that greater ratios for EV chargers and EV ready parking stalls should be provided. Propose 10% of parking stalls to have EV Chargers and an additional 20% to be EV ready (conduit, wire and space in electrical box). This is similar to City of Seattle's existing requirements.	
DM Arnold	Electrification of Vehicles		<u>Action ES-4.4: Require all new homes with off-street parking to be charger-ready-wired to support a Level 2 EV charger. Twenty percent of multifamily development parking spaces must be EV-ready.</u>	This would be helpful to allow more electric cars to be in Kirkland and reduce pressure on existing public charging stations. Staff and ETAG recommend that multifamily developments be EV-Ready for 220-Volts receptacle. Add clarifying language to this action that that this is not for New Single-Family homes.	
DM Arnold	Electrification of Vehicles		<u>Action ES-4.5 Require all new single-family</u>	Staff and ETAG agree. Seems like a logical and inexpensive method to ensure that an extra 220-volt	

SMP Council Comment Matrix

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			<u>homes with off-street parking to be EV charger-ready.</u>	receptacle is available inside or outside of a garage. According to King County Green Building, it is 2 to 8X's more costly and inconvenient to do it later.	
DM Arnold	Electrification of Vehicles		<u>Action ES-4.6: Support state and regional requirements for delivery vehicles and TNCs.</u>	<p>Staff and ETAG agree. Since we are capturing all trips in Kirkland for GHG emission reporting purposes, and more goods are being delivered to homes than before, this would be helpful to address immediate air quality issues and public health.</p> <p>The definition below could be a callout in the SMP. (A TNC is an organization that provides pre-arranged transportation services for compensation using an online-enabled platform to connect passengers with drivers using the driver's personal vehicle. TNC's include companies such as Lyft, UberX, and Sidecar.)</p>	
DM Arnold	Electrification of Vehicles	The city should be a leader here in its operations. Vehicles that can be fully electric should be. Trucks and vans where the technology isn't there yet should be hybrid. Kirkland should be part of a pilot with other	<u>Action SG 1.5: Adopt a policy for fleet purchases for fully electric and hybrid electric vehicles depending on technology availability and city needs; and actively seek grants to move toward an all-electric City fleet and</u>	<p>Staff agrees a policy would be most appropriate, taking into account budget considerations.</p> <p>Staff believes that this new action should be in the City Operations Element of the Sustainable Governance Focus Area and possibly merged with SG 1.5 as shown.</p>	

SMP Council Comment Matrix

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		jurisdictions in the region evaluating heavy duty and public works vehicles, when available.	supporting charging station infrastructure.		
DM Arnold	Electrification of Vehicles	CM Curtis: Consider Policy to dedicate % of fuel tax... such as building additional charging stations at city facilities and parks.	<u>Action ES-4.9: Consider policy to dedicate % of fuel tax toward support of electrification of transportation, such as building additional charging stations at city facilities and parks</u>	<p>Agreed this would be helpful to spur not only more charging stations but upgrading the overall power and infrastructure capabilities at City facilities and parks.</p> <p>Guidance from MRSC's revenue guide on use of Motor Vehicle Fuel Taxes:</p> <p>The revenues must be placed in a designated city street fund and used for the following highway or street purposes (RCW 47.24.040):</p> <ul style="list-style-type: none"> • Salaries and wages; • Material, supplies, or equipment; • Purchase or condemnation of right-of-way; • Engineering; • Any other proper highway or street purpose in connection with the construction, alteration, repair, improvement, or maintenance of any city street or bridge, or viaduct or underpassage along, upon, or across such streets; and/or • Planning, accommodation, establishment, or maintenance of pedestrian, equestrian, or bicycle trails within an existing highway right-of-way or severed by the highway (RCW 47.30.030 and RCW 47.30.060). 	Council to Discuss on 10/20/20

SMP Council Comment Matrix

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				<p>Staff has confirmed that the Fuel Tax may not be used for the purposes as described in the original action and recommends the following revision: Proposed Action ES-4.9 (Revised): Consider <u>a policy to dedicate % of fuel tax establish a revenue source</u> toward support of electrification of transportation, such as building additional charging stations at city facilities and parks.</p>	
CM Pascal		Action ES-5.3. What are the potential pros/cons of requiring new construction to be built with only electric?	Action ES-5.3: Explore requiring all new construction to be built with only electric systems	The pros of building with all electric can be less greenhouse gas (GHG) emissions for all electric systems as compared to gas. The impacts of gas include extraction, transportation, leaks in pipeline, leaks in the home and combustion of the gas. These impacts can also affect public health. The all electric approach does have impacts on GHG emissions because some of PSE's electric supply is derived from both coal and other fossil fuel combustion. But, electricity generation is getting cleaner over time and by 2045 will be 100% clean renewables because of the Clean Energy Transformation Act (CETA). Electrical systems are very efficient and use much less energy than in the past and when combined with tighter building envelopes, promote reduced energy use and the overall operation costs. A potential con of all electric buildings could be impacts experienced during power outages. A more in-depth analysis would be done if this action was pursued in a future implementation plan.	Council to Discuss on 10/20/20

SMP Council Comment Matrix

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Buildings and Infrastructure					
DM Arnold	New Construction and Development		<u>Action BI-2.2: Consider requirement for buildings in business districts to be built to high performing building standards.</u>	International Living Future Institutes (ILFI) https://living-future.org/core/ Core Green Building Certification could be considered for this requirement. This excerpt from the ILFI site is instructive: (Core) is a simple framework that outlines the 10 best practice achievements that a building must obtain to be considered a green or sustainable building. It puts the connection to nature, equity and the need for a building to be loved on even footing with the typical water, energy and materials concerns. Core seeks to rapidly diminish the gap between the highest levels of established green building certification programs and the aspirations of the Living Building Challenge.	
DM Arnold	New Construction and Development		<u>Action BI-2.3: Require buildings as part of Council-approved Master Plans/ Development Agreements / Planned Unit Developments to be high performing green buildings, charger ready, no pipeline gas.</u>	Staff agrees. The International Living Future Institutes (ILFI) Core Green Building Certification https://living-future.org/core/ could be considered because it is a very comprehensive certification that hits the key sustainability criteria such as clean energy, healthy and low carbon footprint materials, and reduced water usage. This is a step above LEED, but not as difficult as the Living Building Challenge. We can add on additional performance measures such as charger ready for Level II chargers and no fossil fuels use, and other requirements if desired.	Council Discussed on 09/15/20. Set expectations for high performance Buildings as a starting and reference, but not a requirement also look to see how other

SMP Council Comment Matrix

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					Eastside cities plan's are addressing this issue.
DM Arnold	New Construction and Development		<u>BI-2.4: Consider policy for performance standards for ARCH-constructed affordable housing.</u>	Staff agrees. Built Green 4, 5-Star or Emerald Star certification could be considered and would help reduce impacts to the occupants by reducing energy costs and improving indoor air quality.	Council Discussed on 09/15/20 Withdraw this action and provide high performing building contacts for A Regional Coalition for Housing (ARCH)
DM Arnold	Existing Buildings	For the goals to reduce energy use in existing buildings by 25% by 2030, we should have a plan to do so for city facilities as well.	<u>Action BI-3.6: Develop plan in CIP for all city facilities to meet 25% energy reduction goal by 2030 and 45% by 2050.</u>	Staff and ETAG agree that this is very good addition and could be easily accommodated with a position paid for through PSE's Resource Conservation Officer program (SG-1.7). The 2030 goal is also consistent with K4C's Joint Commitments. *Staff recommends putting this action in the SG Focus Area under the City Operation Element (SG-1.8)	
DM Arnold	Existing Buildings		<u>Action BI-3.7: Develop standards for acquired</u>	Staff Agrees. This action also works well with the Sustainable Decision-Making matrix criteria which	

SMP Council Comment Matrix

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			<u>facilities and consider retrofit plans as part of purchase.</u>	considers reduction in GHG and energy use reductions for decisions made by the City. Staff recommends putting this action in the SG Focus Area under the City Operation Element	
CM Pascal	Existing Buildings	What are some examples of water efficiency outside of existing structures.	BI-4.3	Some examples include use of harvested water and drip irrigation for landscaping, high water efficiency fountains and other water features that are in both public and private spaces.	
Land Use and Transportation					
CM Pascal	Smart Growth	We are already doing actions LT-1.1 and LT-2.1. If this is correct, it should state that in the plan.	LT-1.1 Engage in smart growth policy and begin a Smart Growth zoning code scrub. LT-2.1 Work with Public Works Department to align new pedestrian connections with the 10-Minute Neighborhood concept.	For LT 1.1: Although the City's codes have smart growth principles imbedded, they have not been specifically analyzed and revised as stated in the action. The City is doing LT-2.1 and that can be stated in the plan.	
CM Curtis	Smart Growth		<u>LT 2.4 – Support important infill in neighborhoods encouraging a variety</u>	Agreed, this may allow more neighborhoods to become 10-minute neighborhoods. Staff suggests this language could create more variety to meet more needs:	

SMP Council Comment Matrix

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			<u>of needed businesses such as medical and professional offices.</u>	<u>LT 2.4 Strategically adopt zoning code amendments that foster infill projects that meet local needs</u>	
CM Pascal	Active Transportation	LT-3.3: What is an example of this?	LT-3.3 For new development, increase bicycle parking requirements and require amenities for employees such as showers, lockers and secure storage.	Currently, new development requires bicycle parking based on the number of vehicle parking stalls and there are no other requirements such as showers, lockers that could encourage more bicycle commuting.	
CM Pascal	Active Transportation	LT-3.4: Didn't we just perform an extensive review in 2016 regarding parking requirements for multi-family housing? Should that be noted? Maybe it needs to be reviewed again, along with commercial requirements? Maybe that is what we are saying?		Parking requirements were analyzed as recently as 2016 and agree that this action would provide an opportunity to look at parking requirements again in relation to 10-minute neighborhoods.	
DM Arnold	Active Transportation	For actions that strive for achieving platinum status as a "Walk-Friendly Community" and a "Bike-Friendly		Staff agrees with using "achieve" in the actions related to bike and walk friendly certifications. Here is the link to background on Bike Friendly Community: https://bikeleague.org/sites/default/files/BFC%20infographic.pdf	

SMP Council Comment Matrix

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		Community”, can you provide more background on those standards? Depending on what is involved, I may be interested in setting a stronger goal than “strive”.		<p>There are five levels of certification: Bronze, Silver, Gold, Diamond and Platinum. We are at a Bronze level and should be at a higher level after the ATP is adopted and a new application is made and approved by the certifying entity.</p> <p>Here is the link to background on Walk Friendly Community:</p> <p>http://walkfriendly.org/wp-content/uploads/2017/03/WFC_Assessment_Tool.pdf</p> <p>If requested, Active Transportation Staff could put together more information about how we can score better in various categories.</p>	
CM Pascal	Active Transportation	Seems like we are doing Actions LT-4.4, 4.5, 4.6 as part of the Safer Routes to School Action Plan. Should we note that somehow?	LT-4.4, 4.5 and 4.6	Staff agrees. We can insert into the plan on the page where these actions are described.	
DM Arnold	Active Transportation	Action LT-4.5 Coordinate with the school communities to increase the number of students walking, biking, carpooling and	Action LT-4.5 Coordinate with the school communities to increase the number of students walking and biking, carpooling	Agreed, the revised language is very direct and a clearer action.	

SMP Council Comment Matrix

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		taking the bus to school	and taking the bus to school <u>through implementation of the Safer Routes to Schools Plan, when adopted.</u>		
DM Arnold	Active Transportation	Action LT-4.6 Make it safe and easy for children to walk, bike and take the bus to school and other destinations.	Action LT-4.6: Make it safe and easy for children to walk, bike and take the bus to school and other destinations <u>to connect between neighborhoods and business districts through implementation of the Active Transportation Plan, when adopted.</u>	LT-4.5 was intended to be the 'education' component of the SRTS Action Plans and this was supposed to represent our capital investments for the SRTS Action Plans. This updated language is fine and broader but perhaps we should add schools? " <i>between neighborhoods, schools and business districts</i> "? Speaking of, what about parks (or greenspaces)?	
DM Arnold	Active Transportation	The markings and crossings used for the Lake Washington Loop are something that should be incorporated for all non-protected bike lanes.	<u>Action LT-4.8: Update markings for all bicycle lanes that are not protected by 2025.</u>	Standards for bicycle markings are the same for the city. There are places where there are no markings and the goal are to have all of them marked as a goal in the ATP. STAFF QUESTION: Does this comment refer to the Lake Washington Loop signs (as opposed to markings)?	Council to discuss on 10/20/20

SMP Council Comment Matrix

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DM Arnold	Active Transportation		<u>Action LT-4.9: Complete the Greenway network by 2030</u>	Staff agrees.	
DM Arnold	Active Transportation	This also may give us an ability to look at more permeable walkways	<u>Action LT-4.10: Develop alternative standards for safe pedestrian travel when building sidewalks is prohibitive.</u>	AT Staff agrees. PW Development Staff: Please clarify intent of action and staff will provide a response.	Council to discuss on 10/20/20
CM Pascal	Public Transit	Goal LT-5 is ambitious given the pandemic, what are things we should consider given the transit system could now look much different for a while?	Goal LT-5: Grow average annual weekday transit ridership by 20 -10% each year.	<p>AT Staff comments:</p> <ul style="list-style-type: none"> • Transit service will still be needed by many members of our community • The pre-COVID levels of traffic caused a high level of congestion in Kirkland, particularly during peak hours and even with commute reductions due to more people working from home, congestion is still expected to return. Increased transit ridership, even with reduced transit levels, will still be an important sustainability goal. • The actions under this goal are all still highly appropriate in terms of incentives, TDM, first/last mile, equitable access to fare payment and agency coordination. COVID and more people working from home will just enhance the TDM element further. • Staff suggests revising the goal from 20% to 10%. 	

SMP Council Comment Matrix

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DM Arnold	Public Transit	Action LT-5.2 Provide better access to transit through first-last mile strategies.	Action LT-5.2: Provide better access to <u>Explore public/private partnerships for</u> first mile-last mile strategies connections <u>including bike share, scooter share, and automated shuttles.</u>	Staff agrees.	
DM Arnold	Public Transit	Action LT-5.4 Work with transit agencies on honing and increasing service to Kirkland.	Action LT-5.4 Work with transit agencies on honing and increasing service to Kirkland <u>in accordance with Metro Connects and Kirkland Transit Implementation Plan.</u>	Staff agrees.	
Natural Environment and Ecosystems					
CM Pascal	Conservation and Stewardship	Aren't we already doing EV-3.1, 4.1, 4.3? Should we note that somehow?		These actions are ongoing, and this could be noted in a callout box on page 32 of the draft SMP.	
DM Arnold	Conservation and Stewardship	Consider actions that have been previously discussed with Council.	Goal EV-7: <u>Explore the elimination of all use of synthetic pesticides.</u>	With the exceptions of treating noxious weeds per State and County law and responding to aggressive stinging insects in high use areas. Currently Parks does not use synthetic pesticides in parks during the summer months (outside of the two exceptions noted above). This	Policy Discussion conducted on 09/15/20.

SMP Council Comment Matrix

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				<p>strategy has been very successful. Organic herbicides do not work during cool conditions and thus cannot be used to control early spring weeds. Parks utilizes all available tools, including synthetic pesticides, to complete maintenance activities in the fall, winter, and spring (following all laws and label requirements) and transitions to organic products (outside of the two exceptions noted above) for the summer months. The community is very supportive of this approach (as demonstrated by the very few questions and concerns we have heard this year). Without the use of synthetic pesticides in the non-summer months, Parks would be exponentially weedier. It will require major investments in additional staff to keep up with weeds, and meet current maintenance expectations, if we eliminate the use of synthetic pesticides to control weeds (again, outside mandatory control of noxious weeds and the need to remove aggressive stinging insects in high use areas).</p>	<p>Council direction is to have this goal be for City operations and not city-wide. May need to add a new action EV 6.3 regarding use in roads as compared to parks because right of way areas are different from Parks.</p>
DM Arnold	Conservation and Stewardship	<p>CM Curtis: Support all of DM's pesticide free and reduction of pesticide suggestions</p>	<p><u>Action EV-7.1: Designate all parks with playgrounds as pesticide free parks.</u></p>	<p>With the exceptions of treating noxious weeds per State and County law and responding to aggressive stinging insects in high use areas. For example, Juanita Beach has a playground and has knotweed infestations that are required for control and can only be controlled with an aquatic approved herbicide. You can't cut it down or dig it out. The fragments will make new infestations. All the comments regarding goal EV-7 also apply to this comment.</p>	<p>Policy Discussion conducted on 09/15/20.</p> <p>Clarify action to "Explore" designating all parks as pesticide free parks, and insert</p>

SMP Council Comment Matrix

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DM Arnold	Conservation and Stewardship	Even if unfunded, this will allow us to track progress.	<u>Action EV-7.2: Add improvements to CIP that eliminate the need for pesticide use.</u>	<p>CIP: Agree with Public Works Maintenance and suggest that the evaluation of various options could also include measurables.</p> <p>Public Works Maintenance: as recently as 2019, City Council affirmed the use of herbicides in the public right of way where mechanical or other measures are not feasible. Use of herbicide on noxious weeds will continue as it is closely regulated, and applicators are licensed by the State.</p>	<p>"synthetic" pesticide free parks.</p> <p>Policy Discussion conducted on 09/15/20.</p> <p>Revise this action to specify eliminating "synthetic" pesticides, as Organic or natural options should not be precluded from use.</p>
CM Curtis	Conservation and Stewardship	DM Proposed EV 6.4 (or EV 7.2) or new one: Design City public landscaping that requires less maintenance, water and pesticides.	<u>Design City public landscaping that requires less maintenance, water and pesticides.</u>	Parks employees review all Parks CIP projects throughout all stages of planning and development and request native, drought tolerant, and low maintenance plantings in all projects. We review all proposed landscaping plans to ensure the right plant is in the right place (ex: replace aggressive wild roses along pathways with a species that won't require significant annual pruning)	

SMP Council Comment Matrix

Council Member	Focus Area/ Element	Existing Text, Comment or Question	Proposed Text, or New Text	Staff Feedback	Disposition
DM Arnold	Conservation and Stewardship		<u>Action EV- 7.3: Regularly evaluate alternative products to synthetic pesticides.</u>	Agreed and already being considered.	
DM Arnold	Conservation and Stewardship		<u>Action EV- 7.4: Explore changes to maintenance standards to avoid use of synthetic pesticides.</u>	Agreed and already being considered.	
DM Arnold	Access to Parks and Open Space	For Action EV 7.1, "Proactively seek and acquire parkland to create new parks, prioritizing park development in areas where service level deficiencies exist", ---- -Question- do we consider private parks as part of our prioritization? I want to make sure we are looking at things with an equity lens to truly get underserved areas. Related, with the city-school		Please refer to our service level policy and maps in the PROS plan for a detailed overview of deficiencies and strategies to address underserved areas. From Goal Section of PROS Plan: Social Equity – We believe universal access to public parks and recreation is fundamental to all, not just a privilege for a few. Every day, our members work hard to ensure all people have access to resources and programs that connect citizens, and in turn, make our communities more livable and desirable From PROS Plan: Policy 1.1 - Community Involvement: Identify underrepresented segments of the community and work to improve their capacity to participate in park planning and decision making. From page 45 of the PROS Plan (Acquisition and Development of New Neighborhood Parks):	

SMP Council Comment Matrix

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		<p>partnership, are facilities on school lands shown on the map on p. 34</p>		<p>Kirkland's neighborhood park system goal is to provide a neighborhood park within walking distance (¼-mile) of every resident. Achieving this goal will require both acquiring new neighborhood park properties in currently underserved locations and improving active transportation connections to allow local residents to safely and conveniently reach their neighborhood park. As Kirkland develops and acquisition opportunities diminish, the City will need to be prepared to take advantage of acquisition opportunities in strategic locations to better serve city residents. To better understand where acquisition efforts should be directed, a gap analysis of the park system was conducted to examine and assess the current distribution of parks throughout the City. The analysis reviewed the locations and types of existing facilities, land use classifications, transportation/access barriers and other factors to identify preliminary acquisition target areas. In reviewing parkland distribution and assessing opportunities to fill identified gaps, residentially zoned lands were isolated, since neighborhood parks primarily serve these areas. Additionally, walksheds were defined for neighborhood parks using a ¼-mile primary and ½-mile secondary service area with travel distances calculated along the road network starting from known and accessible access points at each neighborhood park. Map 2 on page 53 illustrates the application of the distribution guidelines</p>	

SMP Council Comment Matrix

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				<p>from existing, publicly-owned neighborhood parks, as well as privately-held homeowner association parks (walksheds were clipped to the boundaries of each HOA). Resulting from this assessment, a total of 8 potential acquisition areas are identified for neighborhood parks to improve overall distribution and equity, while promoting recreation within walking distance of residential areas.</p> <ul style="list-style-type: none"> • Northeastern portion of the Finn Hill neighborhood (Gap Area 'A') • Southwestern portion of the North Juanita neighborhood (Gap Area 'B') • Northeastern portion of the North Juanita neighborhood (Gap Area 'C') • Northeastern portion of the Kingsgate neighborhood (Gap Area 'D') • Central portion of the Kingsgate neighborhood (Gap Area 'E') • Northern portion of the North Rose Hill neighborhood (Gap Area 'F') • Western portion of the South Rose Hill neighborhood (Gap Area 'G') • Southern portion of the Bridle Trails neighborhood (Gap Area 'H') • <p>This Plan proposes acquisition of parkland for future neighborhood parks in these areas.</p>	

SMP Council Comment Matrix

Council Member	Focus Area/ Element	Existing Text, Comment or Question	Proposed Text, or New Text	Staff Feedback	Disposition
				<p>While the targeted acquisition areas do not identify a specific parcel(s) for consideration, the area encompasses a broader region in which an acquisition would be ideally suited. These acquisition targets represent a long-term vision for improving parkland distribution throughout Kirkland.</p>	
<p>CM Curtis</p>	<p>Access to Parks and Open Space</p>		<p><u>EV 7.3 Expand existing education programs to include residential design practices that reduce maintenance, pesticide use and water.</u></p>	<p>Storm & Surface Water Division offers: -Natural Yard Care classes, in partnership with Tilth Alliance. -Yard Smart Rain Rewards, grant-funded stormwater retrofit rebate program.</p> <p>Cascade Water Alliance offers Cascade Gardener classes, free water-saving tools.</p> <p>This action may be a better fit for EV-1 or EV-2 (potential new action EV 2.4)</p>	
<p>CM Curtis</p>	<p>Access to Parks and Open Space Move to Sustainable Urban Forest section</p>		<p><u>EV 7.4 Set commercial landscape design standards that use low-maintenance and waterwise plants.</u></p>	<p>Staff agrees. KZC 95 Required Landscaping design standards require mulch, groundcovers, etc. Could develop water-wise plant list. Conduct outreach targeting landscapers on BMPs, including no excessive shearing and no topping trees. Most commercial landscaping plants fall into "low maintenance" category. Is concern with use of gas-powered landscaping equipment (blowers, mowers, etc.)?</p>	

SMP Council Comment Matrix

Council Member	Focus Area/ Element	Existing Text, Comment or Question	Proposed Text, or New Text	Staff Feedback	Disposition
DM Arnold	Access to Parks and Open Space	For Action EV 8.1 "Sign the national "10-minute walk" initiative, -Question- can we get more information on what that initiative entails?		The 10-minute walk initiative is a Mayor's pledge that "makes the 100% Promise to ensure that everyone in your city has safe, easy access to a quality park within a 10-minute walk of home by 2050." The following link describes more about the initiative: https://10minutewalk.org/#Promise	Council to discuss on 10/20/20
CM Curtis		Action EV 9.1 Conduct an accessibility review of parks and recreation facilities with the 2021 update of the Parks and Open Space Plan for the purpose of creating an action plan for needed improvements	Action EV 9.1 Conduct an accessibility review of parks, and recreation facilities <u>and facilities</u> with the 2021 update of the Parks and Open Space Plan for the purpose of creating an action plan for needed improvements	Funding dependent to consider this action. Could consider this for next PROS plan update.	Policy Discussion conducted on 09/15/20. Revise this action to also include an "inclusivity" review and eliminate the 2021 date as this should be done for all future PROS plan updates.
DM Arnold	Sustainable Urban Forest	CM Curtis: Support DM Proposed EV 10.8	<u>Action EV 10.8: Evaluate pre-approved public works</u>	PW Development and CIP groups look for opportunities to retain ROW trees when feasible. Opportunities include curb bump outs, removing planters strips, and	

SMP Council Comment Matrix

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			<p><u>plans and look for opportunities for retention of right-of-way trees.</u></p>	<p>meandering sidewalks. There isn't a standard for these techniques other than knowing it's one of our goals. A policy could be written to formalize this goal in support of the SMP.</p> <p>Currently most (not all) ROW trees adjacent to private property development projects are reviewed for retention. Estimated resources involved to review CIP and other ROW tree-impacted projects is an added 4 hours per week.</p>	
<p>CM Curtis</p>	<p>Sustainable Urban Forest</p>		<p><u>New EV 10.9 – Create comprehensive inventory of existing and newly planted trees, including significant trees, in City spaces such as right of ways and parks. Create a city-wide tree planting program with set target areas and goals for canopy expansion in our City public spaces and residential areas.</u></p>	<p>Urban Forester: [Note: These objectives are identified in the Urban Forest Strategic Management Plan]. Agree there should be a city-wide tree inventory and planting program. The 2018 Canopy Assessment identifies PPA, Potential Planting Areas. All active park trees have been inventoried. Only about a third of ROW trees have been inventoried within past 10 years. PW and Parks do not have planting plans that specify locations, target # of trees by certain date, estimated canopy cover or species diversity objectives.</p> <p>Green Kirkland Partnership does not have a tree-by-tree inventory (uses Triage system for forest stand management). GKP has identified tree planting locations in low-canopy open space areas and is actively planting and maintaining trees in those areas. GKP closely tracks all data (# planted, replaced, est. canopy cover and species for diversity objectives).</p> <p>We have data that identifies low-canopy residential areas, it just needs to be paired with an appropriate planting</p>	

SMP Council Comment Matrix

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				program like tree give-away event, block planting work parties, etc.	
CM Curtis	Sustainable Urban Forest		<p><u>New EV 10.10 – Prevent developers from proactively removing trees and vegetation from property before excavation is begun. (Not sure how to word. Trying to prevent developers from clearing land and then leaving it empty because they’ve abandoned or de layed the project.)</u></p>	<p>PW Development: State Law allows subdivision of property. There are no restrictions stating the property must be developed in a specified time frame, only that the preliminary approval is good for 5 years; meaning the plat must be recorded in that time frame. The City monitors sites to verify erosion control measures are in place during construction and have performance bonds in place if the City needed to step in and finish the construction work for a recorded plat or stabilize a construction site if the owner/contractor is unresponsive. Once the work is complete and the LSM permit final given for a subdivision or short subdivision there is no requirement or State Law that homes be constructed on the new lots. There are vacant lots throughout the City for various reasons that likely were subdivided decades ago; investment, retain a large “backyard”, etc. The rate at which lots are created and built on is strictly a matter of economics and outside the City’s control.</p> <p>Urban Forester: Draft KZC 95 mandates IDP city-wide, requiring tree retention decisions upfront at the design phase of short plats and subdivisions. Currently, no trees can be removed with the approval of a short plat (only Land Surface Modification permit for clear/grading; then project is subject to Temporary Erosion and Sedimentation Control (TESC) regs for erosion control.</p>	

SMP Council Comment Matrix

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				Draft KZC 95 includes measures to prevent preemptive tree removals on development sites, one of which is a wait period after tree removal prior to development permit submittal. The fines for unauthorized tree removals (KMC 1.12.100) were raised substantially.	
Sustainable Materials Management					
DM Arnold	Waste Reduction	Do we have a policy for that practice, or is this something that just continues each time Council approves rates? If we don't have a formal policy to reference, an action might be appropriate for SM-1. DM Arnold's Response to staff feedback: Action SM 1.4 (linear rates): while our rate structure is linear, it is a decision that is made with each budget. I'd like to make a statement that is stronger to set a goal for longer term.	<u>Action SM 1.4: Set rates to incentivize waste reduction.</u>	<p>We do not have a specific policy, but our linear rate structure that we've had in place since 2009 incentivizes waste reduction.</p> <p>Linear rates mean that the price per gallon across all the service levels is the same. That means that there's no "bulk discount" on the larger service levels that comes with a cost-of-service rate model. This then encourages customers to downsize as much as possible and use weekly recycling and composting service to get as much recyclable and compostable items out of their trash as possible. So, it encourages not only recycling and composting but also waste reduction/waste avoidance.</p> <p>Staff suggests: <u>Action SM 1.4: Set linear rates to incentivize waste reduction and recycling.</u></p>	<p>Formatted: Font: 11 pt, Font color: Auto</p> <p>Council to discuss on 10/20/20</p>

SMP Council Comment Matrix

Council Member	Focus Area/ Element	Existing Text, Comment or Question	Proposed Text, or New Text	Staff Feedback	Disposition
CM Curtis	Waste Reduction	Action SM 3.2 Enact policy to support reduction of single use food service ware, including straws and utensils	Action SM 3.2 Enact policy to support reduction <u>eliminate</u> single use food service ware, including straws and utensils	Our intention with using "reduction" in this action was to eliminate unneeded single use food service items, while leaving them available when needed, such as for takeout that would be eaten away from the home and restaurant. This is worded to support a future policy recommendation to require that single-use utensils be made self-service or by request / positive affirmation from the customer. In addition, single use includes compostable and recyclable items, which may be products that restaurants may want to offer.	Objection withdrawn, use original language.
DM Arnold	Recycling and Composting	Goal SM-4 Achieve a recycling diversion rate of 70% by 2030.	Goal SM-4 Achieve <u>a local and the countywide consensus 70% recycling diversion rate for recycling diversion rate of 70%</u> by 2030.	See suggested edit.	
DM Arnold	Recycling and Composting	While Action SM-4.4, discusses building code requirements for recycling and organics in multi-family, commercial, and mixed-use buildings, what are we doing to improve recycling and organics in existing	<u>Action SM-4.4b: Increase multi-family and commercial recycling through..</u>	Our existing MF program targets improving recycling and composting at MF properties. The building code references allocating sufficient physical space on the property. We cannot apply this same requirement to existing buildings.	Council to discuss on 10/20/20

SMP Council Comment Matrix

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DM Arnold	Recycling and Composting	buildings? I'd like to see a goal in this area. Explain context of Goal SM-5, "Increase the number of businesses composting food scraps to 150 by 2023." For example, would that cover all existing restaurants?		This would not be all existing restaurants. This number represents a reasonable, incremental goal of adding businesses each year.	
Sustainable Governance					
DM Arnold	Sustainable Governance/City Operations and Civic Engagement	For SG-2 "Coordinate sustainability programs and policies across all City departments" or SG-5, "Cultivate community members' knowledge of, participation in, and leadership for civic processes", I'd like to form a Sustainability Commission to follow up on implementation of the plan and advise the Council on changes. Recognizing the City's current	<u>Action SG-2.4 / SG-5.4: Consider appointing a citizen Sustainability Commission by 2025 to advise City Council on implementation status of this plan and recommendations for future revisions as conditions change.</u>	There are financial and other considerations that should be taken into account in making this action possible. Although Staff agrees that implementation and accountability towards achieving the major goals of this plan are a priority, an over-arching goal of the SMP is to integrate consideration of sustainability into all City commissions and operations (and to not silo sustainability into a single commission).	Policy Discussion conducted on 09/15/20. Council does not support creating a sustainability commission at this time. All commissions should be using the sustainability lens and this

SMP Council Comment Matrix

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		budget challenges, the timeframe may be more opened ended			<p>could be achieved in tandem with require equity lens training.</p> <p>Annual updates of the progress on the SMP is essential and could be linked to a report and an annual Community Summit (or more often) to capture the momentum and passion that has been demonstrated and to collect feed back on progress and increase accountability</p>

SMP Council Comment Matrix

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					There may be room in the implementation section about the system-wide adoption of the SMP.
CM Curtis	Civic Engagement	Action SG-4.3 Explore ways to identify and empower trusted messengers in the community to serve as liaisons between the City and communities that have historically been underrepresented in civic life	Action SG-4.3 Explore ways to identify and empower trusted messengers in the community to serve as liaisons between the City and communities that have historically been underrepresented in civic life	Staff supports this edit.	
CM Curtis	Civic Engagement	From R-5434. This could go in Healthy Community	SG-4.4 Perform a <u>comprehensive City organizational equity assessment to identify gaps in diversity, equity, and inclusion in all areas of City policy, practice and procedure.</u>	Staff supports the addition of this action and it remaining in Sustainable Government. SG-2 could also be a good location for this, as it is more holistic of City operations than just Civic Engagement.	

SMP Council Comment Matrix

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DM Arnold	Civic Engagement	For SG-4, "Ensure processes for public participation are fair, accessible, and inclusive", we should recognize what we have learned about <i>increased</i> public participation during COVID-19 when we have not required physical presence at a specific time and place. Council is interested in continuing the methods of public participation; it is both as an equity and a sustainability issue. I'd like to add a new action SG-4.4.	<u>Action SG-4.4: Provide opportunities for public input that do not require presence at a particular time or place.</u>	Staff supports this addition.	
CM Curtis	Civic Engagement	Action SG-5.2 Maintain support for Kirkland neighborhood associations, including efforts at expanding active participation from	Action SG-5.2 Maintain <u>and expand</u> support for Kirkland neighborhood associations, including efforts at expanding active participation from	Staff supports this addition.	

SMP Council Comment Matrix

Council Member	Focus Area/ Element	Existing Text, Comment or Question	Proposed Text, or New Text	Staff Feedback	Disposition
		underrepresented segments of the community, such as people of color, immigrants, and renter	underrepresented segments of the community, such as people of color, immigrants, and renter		
CM Curtis	Civic Engagement	This deserves its own callout	<p><u>SG-5.3 Create community groups and expand active participation from underrepresented segments of the community, such as Black, indigenous, people of color, immigrants, and renters.</u></p>	<p>Staff recommends partnering more closely with existing community groups and supporting the establishment of new groups, such as Eastside for All and the Right to Breathe Committee. This was the intention of Action SG-5.1.</p> <p>An edit to Action SG-5.1 to potentially meet CM Curtis' interest could be:</p> <p><u>Explore opportunities for the City's involvement in efforts of collective impact to help achieve desired outcomes, including through partnering more closely with existing community groups and supporting the establishment of new groups to expand active participation from underrepresented segments of the community, such as Black, Indigenous, people of color, immigrants, and renters.</u></p>	
CM Curtis	Civic Engagement		<p><u>SG 5.4 Create Prioritize and implement a civic</u></p>	<p>For context, Neighborhood U is an existing program within the Neighborhood Services Division of CMO, and a Fall 2020 program was being developed prior to COVID.</p>	

SMP Council Comment Matrix

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			<u>engagement course that provides and education about local government and creates an entry point for emerging community leaders.</u>	Suggested edits to the new SG 5.4 is provided.	
DM Arnold	Community Resilience	Action SG-6.5 Focus on efforts to address and mitigate climate change impacts.	Action SG-6.5 Focus on efforts to address and mitigate climate change impacts, <u>such as air quality issues and heat emergencies, for example.</u>	Staff agrees. Urban Forester adds the following for consideration: Offset carbon through tree-planting via City Forest Credits registry. Adopt and implement the 2020-2026 Urban Forest Six Year Work Plan. Focus on meeting/exceeding the canopy cover goal through tree protection (KZC 95 code amendments), tree planting programs and increased use of green infrastructure (green roofs, bioswales, etc.), particularly in areas with poorer air quality (see WA Disparities Map). Consider incentives or require high-performance standards that mitigate climate impacts (i.e., Greenroads for transportation, SITES or Salmon-Safe certified for environmental impacts, and high-performance building standards).	
Sustainable Business					
CM Curtis	Green Business		<u>SB-1.4 Support reduction of or elimination of gas-powered landscaping equipment.</u>	Staff Question: Is this city-wide or just city operations? For City Operations: Similar to pesticides, Parks is constantly on the lookout for advances in technology that further reduce our	Policy Discussion conducted on 09/15/20.

SMP Council Comment Matrix

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				<p>environmental impacts. Changing all power tools to electric versions will be expensive and in some cases, such as leaf blowers, the electric versions can't accommodate current community maintenance standards so this would have to be a combined with 1) financial support from City to convert to electric power tools; and 2) engagement with the community to define and accept new maintenance standards (ex: electric leaf blowers aren't always able to blow wet leaves off the sidewalk); and 3) additional staff if the community is not willing to accept new maintenance standards but wants to eliminate gas power tools</p>	<p>Clarify that this action is "explore" and not "support". And that this is for city operations, and not city-wide due to equity issues.</p>
CM Curtis	Green Economy	Encouraging housecleaners and landscapers changing business practices	<p><u>SB-4.4 Support work-from-home and primarily immigrant-owned businesses to foster sustainable business practices.</u></p>	<p>The existing language is much more limited than the new proposed language. City does not currently offer any program that could be tapped to do this work. Is the intent to have a program funded and run by the city or to contract out? What would be the role of potential grant opportunities?</p> <p>Depending upon intended audience and scope of the project, Kirkland Conserves could be helpful to explore next steps.</p>	
Healthy Community					
CM Curtis	Sustainable Food Systems	Goal HC-1 Increase the number and geographic diversity of P-Patches or other		<p>Right now, our P Patches are on Parks property and require significant staff time for maintenance (and for coordination with the gardeners) so this will require</p>	<p>Policy Discussion conducted on 09/15/20.</p>

SMP Council Comment Matrix

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		<p>types of community gardens by 100% by 2025, and another 100% by 2030</p> <p>*I think this goal needs to be more ambitious. 100% of a small number isn't much.</p>		<p>funding for additional staff if a more ambitious goal is to be considered.</p> <p>*In addition to P-Patches, we can also support and incentivize rooftop agriculture for those who don't have a yard or access to a park nearby.</p>	<p>The goal will be updated to get five more P-Patches by 2025 and then double the number of P-Patches by 2030.</p> <p>Look into other ways to get more edible landscaping on City properties and encouraging building owners, and developers to plant them. Also try to increase private gardens.</p>
<p>CM Curtis</p>	<p>Sustainable Food Systems</p>		<p><u>HC 1.4 Build educational and</u></p>	<p>Surface Water currently provides programming teaching residents how to grow food and avoid pesticides in</p>	

SMP Council Comment Matrix

Council Member	Focus Area/ Element	Existing Text, Comment or Question	Proposed Text, or New Text	Staff Feedback	Disposition
			<u>support programs in coordination with local partners such as KCMG and Seattle Alliance to teach residents how to grow food and reduce water and pesticide usage.</u>	partnership with Tilth Alliance, including the Demonstration Garden at McAuliffe Park. The City's environmental programs' social media includes some messaging regarding growing food, reducing water, and pesticide alternatives. Water conservation education is not currently part of any work program.	
CM Curtis	Sustainable Food Systems	Action HC 3.2 Amend the Kirkland Zoning Code to allow food growing in stream and wetland building buffer setback areas *Not sure where this came from, but I don't agree with allowing food to be grown in stream and wetland buffer setbacks!		The area proposed to allow food production is outside the required critical area buffer. It is in a 10-foot-wide building buffer setback where currently most types of structures are not permitted. If a raised bed was built in this area because there is not enough space on the property, it could add to the food system and not harm the critical area or its buffer. The table in Kirkland Zoning Code (KZC) Section 90.140.1 currently allows some minor improvements (uncovered play structures to encroach 5 feet into the building buffer setback, and other specific improvements such as garden art, benches, paths and rain gardens can encroach up to 9 feet into the 10 foot building buffer setback.	
DM Arnold	Potable Water	I was surprised to see that Kirkland residents use 58 gallons per day per person compared to Seattle's 39. The actions listed to	<u>Action HC 4.4: Research per-capita differences in water usages throughout the region and identify best</u>	Staff Agrees with addition of these actions. More in depth research could help us understand the differences between cities and determine the best alternatives to consider reducing potable water usage.	

SMP Council Comment Matrix

Council Member	Focus Area/ Element	Existing Text, Comment or Question	Proposed Text, or New Text	Staff Feedback	Disposition
		<p>reduce per-capita usage talk about water fixtures, outreach, education, and public-private partnerships. What is Seattle doing that Kirkland isn't (or Cascade Water if the increased usage is across the Eastside)? I think we should have a specific action to review such as the below. If it is about rates, we should have an action to review:</p>	<p><u>practices to incorporate.</u> OR <u>Action HC 4.4: Consider rate structure impacts on per-capita differences in water usage throughout the region.</u></p>		
<p>CM Curtis</p>	<p>Potable Water</p>		<p><u>HC 4.5 – Create education program for water-use best practices addressing irrigation overuse and household consumption.</u></p>	<p>Staff agrees.</p>	
<p>CM Curtis</p>	<p>Human Services</p>		<p><u>HC-6.3 Provide Mental Health Professional support through our police and EMS services.</u></p>	<p>A MHP was hired as a consultant (38.5 hours a week) by PD in July using Prop 1 funds. She is paired with a 2nd Neighborhood Resource Officer funded by Prop 1 as well.</p>	

SMP Council Comment Matrix

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CM Curtis	Human Services	HC 9.3 Explore partnership programs to strengthen relationships between the City and immigrant and refugee communities and to educate immigrants about their rights, responsibilities and opportunities for naturalization	HC 9.3 Create Explore partnership programs to strengthen relationships between the City and immigrant and refugee communities and to educate immigrants about their rights, responsibilities and opportunities for naturalization	Opportunities to expand partnership with Eastside for All which has as one focus welcoming efforts for the immigrant and refugee communities. Also, we have funded Jewish Family Service (JFS) through the city's human services grant program for years (\$15,000). JFS's Bellevue office offers employment, legal and naturalization education opportunities.	
DM Arnold	Welcoming and Inclusive	As Council in parallel is adopting our framework to respond to Racial Justice issues and Black Lives Matter, I think we will want to have a goal and action in this plan regarding undoing systemic racism.		This work is anchored by Resolution R-5434. Staff asks the full Council to provide direction on building upon R-5434 in this body of work.	<p>Policy Discussion conducted on 09/15/20.</p> <p>Add an action to Welcoming and inclusive Element: Broaden the element by adding an action reflecting an equity review with an</p>

SMP Council Comment Matrix

Council Member	Focus Area/ Element	Existing Text, Comment or Question	Proposed Text, or New Text	Staff Feedback	Disposition
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					Environmental Justice lens.
CM Curtis	Attainable Housing		<u>HC-10.7 Identify city-wide numerical affordable housing goals for affordable units built under inclusionary zoning rules, along with missing middle house and ADUs, and track progress of meeting set goals.</u>	Staff agrees, and goals have recently been developed and are being reviewed by the City Manager.	
CM Curtis	Recreation and Wellness		<u>HC 11.2 Complete a synthetic turf master city-wide master plan.</u>	This action is funded and will occur in the next two years.	
CM Curtis	Recreation and Wellness		<u>HC 12.3 Evaluate existing recreational programs and facilities to ensure equity for all populations and that they are serving the diverse needs in our community.</u>	Staff agrees, and notes that Council has already passed a resolution directing the City to conduct a full equity audit.	
CM Curtis	Recreation and Wellness		<u>HC 12.4 Explore public/private</u>	Staff agrees. This is already being done and we will continue to seek new and more innovative partnerships.	

SMP Council Comment Matrix

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			<u>recreational partnerships.</u>		
CM Curtis		Question: Where can we add that active children and ADA accessible play spaces are included in multi-family developments?	<u>Amend Zoning Code and design guidelines to require active children and ADA accessible play spaces be included in multi-family developments</u>	A code amendment could be developed, and this language could be incorporated into design guidelines. See Suggested Action. This action may not have a simple place to insert in plan, but perhaps this could be added to next code amendment list.	
General Comments					
CM Pascal		Perhaps, what would be helpful is to note which are action items we have either completed and/or are doing. I know you identify this in the spreadsheet in the back where you note many ongoing items. However maybe it could be noted in the body of the report too, to show that we are already doing many things, but do need to provide resources to		Staff agrees. We did provide many call out boxes within the report to tell the community what we are doing. However, staff will consider a way to provide more places to provide this type of information to inform the community of all the good work the City is doing.	

SMP Council Comment Matrix

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		<p>continue doing them. One could read the report and wonder why we are not already doing that action, for example.</p>			
<p>CM Pascal</p>		<p>Some of the recommendations or goals could lead to increased housing costs. Given our sensitivity and priority around housing affordability, can the plan somehow identify those items that could lead to higher housing costs over time? Obviously, those costs would need to be weighed against the public benefits that are gained. For example, how do the net zero requirements impact overall housing costs?</p>		<p>In relation to housing costs of building with electric systems versus gas, staff could do some more analysis on this issue with local data comparing the operating cost of a home using electricity versus gas. It should be noted that the CETA that was passed in 2019 which puts Washington State on a path to carbon neutral electricity by 2030 and all renewable electricity by 2045. This means that homes that are built with all gas infrastructure such as heating, cooking and clothes drying that wanted to be updated later would have to pay to have the increased electrical capacity installed. This would be more expensive to do later.</p> <p>In addition, Washington State’s energy code is becoming more stringent every two years and should reach a net-zero energy requirement for new construction by 2031. Most of the costs related to getting to net zero involve a tighter building envelope (less air leaks, and more insulation) and more efficient mechanical systems which lower the overall energy load that would need to be offset by clean energy production utilizing solar arrays. Action BI-1.1 in the Building and Infrastructure element is a supporting action as it seeks to revise our green</p>	<p>Council to discuss on 10/20/20</p>

SMP Council Comment Matrix

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CM Pascal		I am really interested in an Action Plan, what are the next steps in the process, what are the timelines, and what are the costs?		<p>building program to incentivize the creation of more net-zero buildings of all types in Kirkland.</p> <p>Staff does not have a specific action plan yet. but we have the components and would assume that many departments that work directly in the focus area would execute the goals and actions. After the SMP's adoption, actions could be prioritized to meet goals where timelines are provided in the plan. For other actions, a list could be developed of which cost and opportunity would be weighed. Staff would need to perform some analysis to determine costs for each action.</p> <p>Staff could generate an annual sustainability report that identifies actions over the previous year and top priorities for the next year. This is something that should be discussed further.</p>	Council to discuss on 10/20/20
CM Pascal		Is there somewhere in the plan that identifies those other plans that should be updated to incorporate the goals and actions identified here? How do we work to provide consistency between our plans and regulations?		The SMP does not specifically call out the updating of other City plans. It is a good idea. The plan's Sustainable Decision-Making Matrix could play a major role in helping departmental decision makers align with the criteria of the SMP. They could also do a similar exercise when planning to update their specific plans and show how their plans could support the achievement of the SMP.	
CM Pascal		In the energy section, I would be interested		Kirkland would not pursue 100% renewable energy on their own and the utility would probably not allow it to happen. But, moving away from fossil fuels to generate	

SMP Council Comment Matrix

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		<p>in how we maintain flexibility to deal with peak demands. I have seen California go through some blackouts that appear to be do with the fact that wind and solar might not provide the energy needed during the late evening when temperatures might be higher, and more people are relying upon air conditioning, etc. Perhaps the plan should somehow address this issue from a sustainability standpoint.</p>		<p>electricity is a course we are on pursuant to the CETA and will be carried out on a state-wide basis with carbon neutral electricity by 2030 and carbon free electricity by 2045.</p> <p>Our utilities will need to do a good job ensuring they can respond to peak demand (via everything from smart meters, to better storage capabilities for energy generated from renewable sources, and overall conservation measures). The CETA legislation has safeguards to help prevent service interruptions and to manage the complexities of moving towards 100% renewable electricity.</p>	

Public Comment Summary Matrix

Comment#	Focus Area/ Element	Summarized Comment Text and Suggestions			
Energy Supply & Emissions					
#3	GHG Emissions	Put an action in SMP to prevent needless idling of vehicles in the City, perhaps Action ES 1.3			
#9	GHG Emissions	Address Climate Change as a priority in relation to sustainability principles such as equity			
#10	GHG Emissions	Achieve climate goals as stated as first goal ES-1.			
	Purchased Electricity	By 2045, achieve State requirements to source and use only clean renewable electricity			
#1	Purchased Pipeline Gas	Pipeline gas is harmful to our health and it is greenwashing to call it natural gas. Support reducing Pipeline gas.			
#2, #13	Purchased Pipeline Gas	Keep provisions in SMP that support phasing out natural gas due to health concerns during drilling, transporting, leaking in lines outside and inside homes. Phase out natural gas			

Public Comment Matrix

Comment#	Focus Area/ Element	Summarized Comment Text and Suggestions			
		usage for heating and cooking by 2030			
Buildings and Infrastructure					
#4	New Construction and Development	Support increasing energy efficiency in new construction to get to net-zero energy buildings by 2030			
#4	Existing Buildings	Support deep energy retrofits of all structures in Kirkland to save money and reduce climate change emissions.			
Land Use and Transportation					
#7	Smart Growth	Increase density in city to increase population and affordable types of housing to promote inclusion and eliminate racism			
#6	Smart Growth	Promote multi-family density closer to public infrastructure and services. Divert funds that would promote more automobile use and instead put toward public transit			

Public Comment Matrix

Comment#	Focus Area/ Element	Summarized Comment Text and Suggestions			
#1	Active Transportation	Modify Goal LT-4 to include walking and other rolling uses such as strollers, wheelchairs and universal accessibility for people of all abilities. Also consider being explicit about using the complete streets principles			
#8	Active Transportation	Make LT 4.2 more specific and measurable Strive for Achieve a platinum status from walk friendly communities or equivalent by 2030			
#8	Active Transportation	Make LT 4.3 more specific and measurable: Strive for Achieve a platinum status from bike friendly communities or equivalent by 2030			

Public Comment Matrix

Comment#	Focus Area/ Element	Summarized Comment Text and Suggestions			
#8	Shared Mobility	This element is auto-centric with the specific omission of micro-mobility options that most cities have adopted			
Natural Environment and Ecosystems					
#15	Conservation and Stewardship	Ban Sale and use of toxic chemicals such as roundup			
#15	Conservation and Stewardship	Eliminate Pesticide use by City in 2021-2022 timeframe rather than 5 year (2025) timeframe			
Sustainable Materials Management					
#15	Waste Reduction	Support SM 3.1 (Eliminate Expanded Polystyrene Foam food service ware, and SM 3.2 (Establish policy to ban single use food ware) and suggest the timeframe for achievement should be 2021-2022.			
#15	Waste Reduction	Ban Single use plastics by 2021-2022 timeframe			

Public Comment Matrix

Comment#	Focus Area/ Element	Summarized Comment Text and Suggestions			
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Sustainable Governance					
#8, #9, #15	City Operations	SG 2.1 Appoint a sustainability manager with the authority to coordinate the implementation of the sustainability master plan			
#10	City Operations	Implementation of the plan is a priority for community			
#12	City Operations	Support City use of the Sustainable Decision Making Matrix			
#8	Civic Engagement	Create Sustainability Advisory Commission that helps make policy on environmental goals and includes representatives from other commissions and boards.			
Sustainable Business					
Healthy Community					

Public Comment Matrix

Comment#	Focus Area/ Element	Summarized Comment Text and Suggestions			
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General Comment					
#5		Make sure there is public input prior to beginning SMP implementation process			
#11		From Master Builders perspective this draft looks good and we are looking forward to an inclusive process as part of the implementation of the plan.			