



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.

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AGENDA KIRKLAND CITY COUNCIL MEETING City Council Chamber Tuesday, October 6, 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.

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.

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.

1. *CALL TO ORDER*

2. *ROLL CALL*

3. *STUDY SESSION*

- a. Juanita Drive Intersection and Safety Improvements – Project Update
- b. Financial Forecast Update

4. *HONORS AND PROCLAMATIONS*

- a. Affordable Housing Week Proclamation

5. *COMMUNICATIONS*

- a. *Announcements*
- b. *Items from the Audience*
- c. *Petitions*

6. *PUBLIC HEARINGS*

7. *SPECIAL PRESENTATIONS*

- 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*
- c. *General Correspondence*
- d. *Claims*
 - (1) Claims for Damage
- 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, 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
 - (2) NE 124th Street/113th Avenue NE Pedestrian Safety Enhancements – Authorization to Bid
 - (3) Major Development Projects List
 - (4) Impact Fee Annual Report
 - (5) August 2020 Sales Tax Report
 - (6) Procurement Report

***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.

9. BUSINESS

- a. Ground Floor Use Restrictions
- b. Public Projects Streamlining Code Amendments
- c. 2021-2022 Utility Rates Adoption

- (1) Ordinance O-4735 and its Summary, 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, 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, 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, Relating to Monthly Surface Water Utility Service Rates for 2021 and 2022 and Amending Section 15.56.020 of the Kirkland Municipal Code

a. REPORTS

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

b. ITEMS FROM THE AUDIENCE

c. EXECUTIVE SESSION

- a. To Discuss Potential Litigation

d. ADJOURNMENT

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.

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.

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.



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: Laura Drake, P.E, Project Engineer
Rod Steitzer, P.E., Capital Projects Manager
Julie Underwood, Interim Director of Public Works

Date: September 24, 2020

Subject: JUANITA DRIVE INTERSECTION AND SAFETY IMPROVEMENTS—PROJECT UPDATE

RECOMMENDATION:

It is recommended that the City Council receive an update about the Juanita Drive Intersection and Safety Improvements Project.

There is no formal Council action requested from this Study Session; however, staff is seeking Council discussion and direction about the current project scope and staff's recommended next steps.

BACKGROUND DISCUSSION:

The Juanita Drive corridor is an important north/south regional connection, and it is used by thousands of people driving, walking, or biking daily. In 2014, using an extensive stakeholder engagement process, the City completed a "Juanita Drive Corridor Study" ([Study](#)), which identified 33 connectivity and safety improvements for people who use the corridor as a vital element of the City's multimodal transportation network. In 2018, under the Juanita Drive Quick Wins Project construction contract, the first 11 sidewalk, crosswalk, bike lane, and lighting safety improvements were completed.

In April of 2019, the Council approved a scope of work for Juanita Drive Intersection and Safety Improvements project, which will create continuous nonmotorized improvements along Juanita Drive NE from NE 132nd Street to NE 120th Street. Since that time, staff applied for and the City was awarded two grants from the Department of Commerce: one will fund improvements at the intersection of Juanita Drive NE and NE 124th Street, and the second will extend the new nonmotorized connection south from NE 120th Street to 79th Way NE.

Project Elements

The Project includes safety and access improvements at three intersections, continuous nonmotorized connectivity, and safety improvements along Juanita Drive NE from NE 132nd Street to 79th Way NE. The Juanita Drive Corridor Study identified these Project elements as:

- 1) three intersection improvements (blue circles),
- 2) three roadway improvements (red solid lines), and
- 3) two nonmotorized improvements (green dashed lines), as shown at right in Figure 1.

Additionally, the Project will investigate options for a nonmotorized connection between 72nd Avenue NE and Juanita Drive NE at NE 132nd Street, as shown in Figure 2. Project elements between NE 132nd Street and NE 120th Street and the intersection of Juanita Drive NE and NE 112th Street are at the 30% design level. The design of the improvements through Juanita Woodlands Park, along Juanita Drive NE between NE 120th Street and 79th Way NE, will begin in 2021.

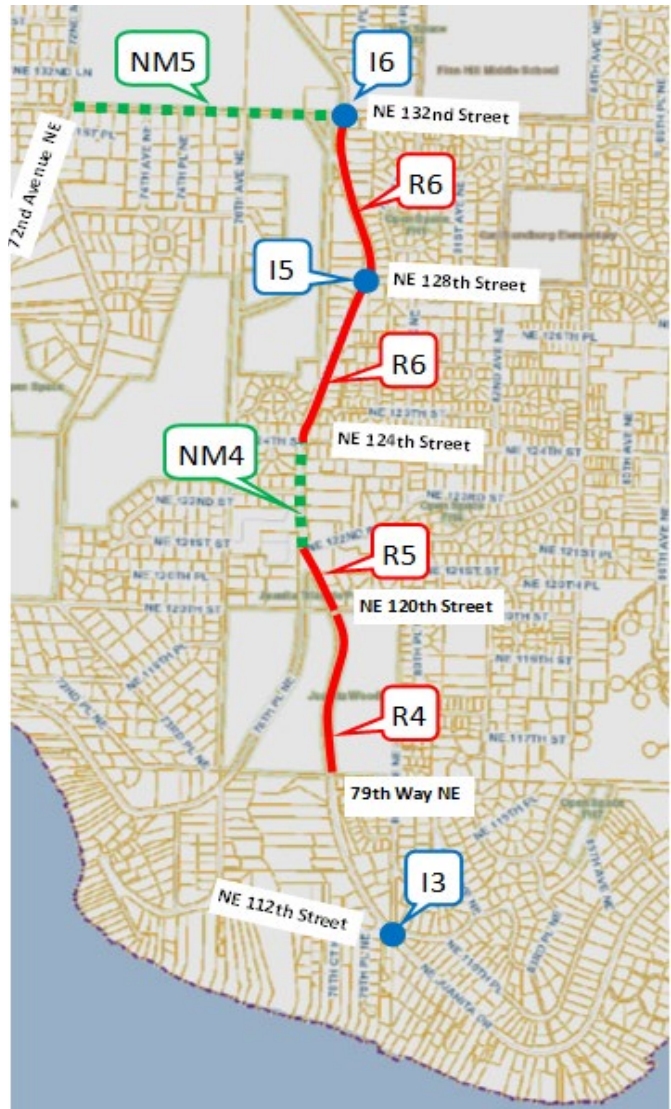


Figure 1: Project Elements Identified in the Study

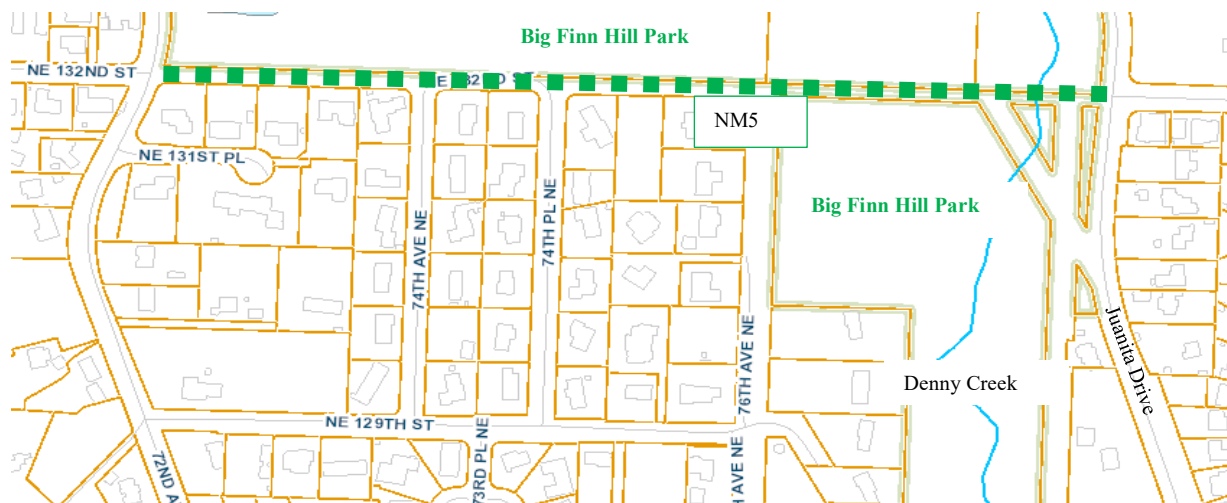


Figure 2: NM5 Connection Map

NE 132nd Street to 79th Way NE

The Project will improve driver safety and level of service by adding dedicated southbound left turn lanes at two intersections: NE 132nd Street & Juanita Drive NE, and NE 128th Street & Juanita Drive NE. New north/south crosswalks on the east side of these intersections will improve safety for all transportation modes. NE 132nd Street and Juanita Drive NE also will benefit from a merge lane for vehicles turning from westbound NE 132nd Street to southbound Juanita Drive NE.

The Project will create continuous pedestrian and bicycle facilities on the east side of Juanita Drive NE from NE 132nd Street to 79th Way NE. This includes new sidewalk, a buffered bicycle lane, and a rapid flashing beacon crosswalk across Juanita Drive NE at NE 124th Street. Between NE 132nd Street and NE 124th Street, the Project will create a southbound bicycle lane, buffered where feasible, on the west side of Juanita Drive NE. To improve safety, the Project also will add a center turn lane starting at NE 120th Street and extending to the north to the existing left turn pocket at 76th Place NE.

Design Opportunity

Recently, the City was awarded a grant from the Washington State Department of Commerce, which is estimated to provide over 95% of the funding for nonmotorized improvements along Juanita Drive NE between NE 120th Street and 79th Way NE. This new Capital Improvement Program (CIP) project was included in the Preliminary 2021-2026 CIP presented on June 16, 2020. Once the grant funds are obligated, staff and the design consultant will bring the design of this section up to a 30% level, then progress it to 60% along with the other elements of this Project.

112th Avenue NE & Juanita Drive NE Intersection

This intersection improvement will be one of the more challenging—and perhaps the most rewarding—elements of the Project. The Study identified this as high priority because of concerns about neighborhood safety and access to Juanita Drive. The existing intersection functions as a five-legged intersection: Juanita Drive NE to the north and south, NE 112th Street to the west and both NE 112th Street and 80th Avenue NE to the east. Figure 3 shows the current east side of the intersection where Juanita Drive NE, NE 112th Street and 80th Avenue NE connect. The Project will re-channelize the intersection as a traditional 4-legged intersection of just Juanita Drive NE and NE 112th Street. The connection between 80th Ave NE and NE 112th Street will move further east of Juanita Drive NE to create a new 3-legged intersection, creating a more clearly defined roadway layout, as shown in Figure 4, below. Vegetation removal will improve site distance for vehicles turning onto Juanita Drive NE from NE 112th Street.



Figure 3: Current Juanita Drive, NE 112th Street and 80th Avenue NE Intersections

Topography is a significant challenge for modifying this intersection. To move the 80th Avenue NE and NE 112th Street connection, right-of-way acquisition and a retaining wall are required. Right-of-way acquisition may be a lengthy process, especially with the removal of a large tree

and relocation of a neighborhood identity sign. Staff is setting up a meeting with the most affected property owner at this intersection to ensure the design will cause minimal disruption to the affected property and acquisition will not delay the project.

NE 132nd Street and Juanita Drive NE to 72nd Avenue NE—Nonmotorized Connection

The Juanita Drive Corridor Study ranked this nonmotorized connection between Juanita Drive NE and 72nd Avenue NE as medium priority. On November 19, 2019, staff presented this connection with the inclusion of emergency vehicle access as part of the proposed Citywide Transportation Connections Map. Council decided not to include the emergency vehicle access concept on the Transportation Connections Map but did include the nonmotorized connection as a potential public project. Council asked for concepts with detailed cost estimates to be progressed with this Project.

Staff will have the area surveyed for essential topographical information, and then the consultant designer will create concepts with cost estimates.

Staff will consider options to minimize costs while optimizing nonmotorized connectivity. These concepts and cost estimates will be more accurate than what was estimated in the Juanita Drive Corridor Study, benefiting from additional survey information and utilizing current construction cost trends. Staff will return to Council with these options. Council may consider funding the construction of this connection as a future CIP project, if additional funding is made available.

Right-of-Way Acquisition

To accomplish these safety and connectivity improvements, right-of-way acquisition is required. The largest impacts will be at the three intersections where safety and access will be improved: NE 132nd Street, NE 128th Street, and NE 112th Street. Staff is setting up meetings with the most affected property owners now in order to avoid delays as the Project readies for construction. Meeting with property owners this early in design will also allow staff to adjust the Project design, where feasible, to minimize impacts to the existing properties.

Tree Impacts

One of the defining characteristics of Juanita Drive NE is the tree canopy along the corridor, as depicted at right in Figure 4. The Project's safety and connectivity improvements require the removal of a significant number of trees. Tree removal and replacement will be carefully planned by staff, conforming to City of Kirkland Street Policy R-10 (Street Tree Selection Lists and Planting and Pruning Procedures) and City of Kirkland Zoning Code Chapter 95 (Tree Management and Required Landscaping). Staff analyze each tree individually, to avoid impacts wherever possible while still achieving the scope

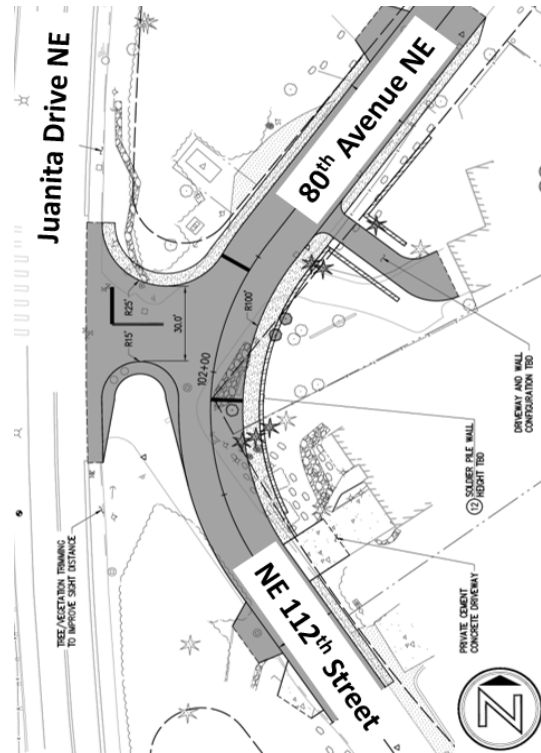


Figure 4: Proposed Juanita Drive, NE 112th Street and 80th Avenue NE Intersections



Figure 5: Tree Canopy along Juanita Drive NE

of the Project. Existing trees may be spaced closer than spacings required by City of Kirkland Street Policy R-10; consequently, trees planted within the public right-of-way may be less dense after the project is completed. This is because replacing trees in compliance with the considerations built into Policy R-10 will address issues such as: correcting visibility and other safety issues, meeting street lighting design needs, improving both tree health and hardscape longevity close to mature trees, and long-term maintenance costs and levels of effort. Additionally, new trees will take years to become established and grow into their full canopy. The aesthetic changes to the corridor will be noticeable; however, the safety and connectivity improvements will be significant for people walking, biking, and driving the corridor.

Public Outreach

The Juanita Drive Corridor Study involved extensive outreach activities, utilizing public comments to shape the project scopes and priorities. For this Project, we have a robust strategy to inform the public including:

- Project update mailer;
- Community sign;
- Project Digest;
- Project website with regular updates;
- Correspondence with the Finn Hill Neighborhood Association:
 - Presentation at neighborhood meeting is dependent on availability;
- Direct engagement with active and affected community members; and
- Listserv.

Public outreach is essential to the success of this Project, and staff is looking forward to continuing that process.

Funding and Expected Expenses

The Juanita Drive Intersection and Safety Improvements Project consists of three CIP projects:

- NMC12700 funds improvements from NE 120th Street to 79th Way NE;
- NMC09010 will build improvements at NE 124th Street and Juanita Drive NE, and funds the detailed concepts and estimates for the NE 132nd Street and Juanita Drive NE to 72nd Avenue NE nonmotorized connection; and
- STC08900 funds the remaining elements, as outlined above.

Together, the Project has \$1,400,000 in grant funds; \$3,793,000 in secured City funds; and \$4,755,200 in anticipated debt funding. The Preliminary 2021-2026 CIP proposes to add \$1,927,000 of impact fees to STC08900 and \$30,000 local funds to NMC02711. The projected budget is summarized in Table 1, below.

Table 1: Projected Budget

	STC08900	NMC09010	NMC02711	Project Total
Grant Funds	\$ 750,000	\$ -		\$ 750,000
Local Funds	\$ 1,300,000	\$ 536,000		\$ 1,836,000
Debt Funds	\$ 4,755,200			\$ 4,755,200
Total Funds	\$ 6,805,200	\$ 536,000	\$ -	\$ 7,341,200
<i>New Grant Funds</i>			\$ 650,000	\$ 650,000
<i>Proposed CIP Update¹</i>	\$ 1,927,000		\$ 30,000	\$ 1,957,000
Proposed Total Funds	\$ 8,732,200	\$ 536,000	\$ 680,000	\$ 9,948,200

¹ Impact fees are recommended in the proposed CIP update.

Preliminary 30% cost estimates were received for all Project elements except improvements between NE 120th Street and 79th Way NE. These are summarized in Table 2, below.

Construction of the connection along the NE 132nd St corridor between Juanita Drive NE and 72nd Avenue NE, such as a non-ADA recreational trail connection with a small bridge over Denny Creek, is not included in this estimate. Preliminary 30% cost estimates increased the estimated project total by \$1,957,000 primarily because of increased quantity and size of walls, additional required storm system improvements, construction inflation, and increased soft costs for increased project complexity. These are summarized in Table 3, below.

Table 2: Project Expected Expenses

	STC08900	NMC09010	NMC02711	Total
Soft Costs	\$ 3,437,200	\$ 280,000	\$ 265,000	\$ 3,982,200
Construction Costs	\$ 5,295,000	\$ 245,000	\$ 415,000	\$ 5,955,000
Total Expected Expenses	\$8,732,200	\$ 525,000	\$ 680,000	\$9,937,200

Table 3: Project Estimate Increases

Structural Walls	\$ 440,000
Storm Water Facilities	\$ 256,000
Construction Cost Inflation	\$ 587,000
Soft Cost	\$ 545,000
Additional Quantity Increases	\$ 129,000
Total Increase	\$ 1,957,000

Staff is coordinating internally for all properties that are developing privately along Juanita Drive. There is potential for the Project to receive fee-in-lieu funding from developers for frontage improvements in locations along or adjacent to the current Project area. Where a development will install frontage improvements, staff is coordinating to ensure they are consistent with Project design elements for consistent new facilities along Juanita Drive.

Timeline

Project timeline is summarized in Figure 6, below. Early design efforts began in March, 2019. Following the Council's October 6 Study Session, staff and the design consultant will work toward the 60% plans, specifications, and estimates. The project's scope requires property acquisition, permits, including extensive tree removal, and minor wetland impacts. Developing a strategy to obtain necessary permits has already begun to ensure they will not delay the completion of this Project. The property acquisition elements timelines are based on recent projects and are estimated to be approximately 1.5 years. Acquisition highlights include properties along 80th Avenue NE, NE 112th Street, and NE 120th Street. To take advantage historical bid trends, advertisement for a construction contractor is anticipated to happen in the 4th quarter of 2022 and construction will begin shortly after the contract award, anticipated to be in early 2023. Staff will work closely with the contractor to minimize impacts to the traveling public while still ensuring construction activities are efficient. Roadway closures are not anticipated at this time.

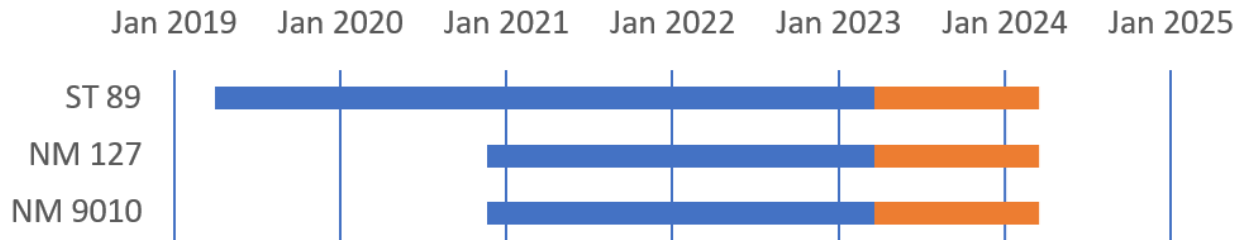


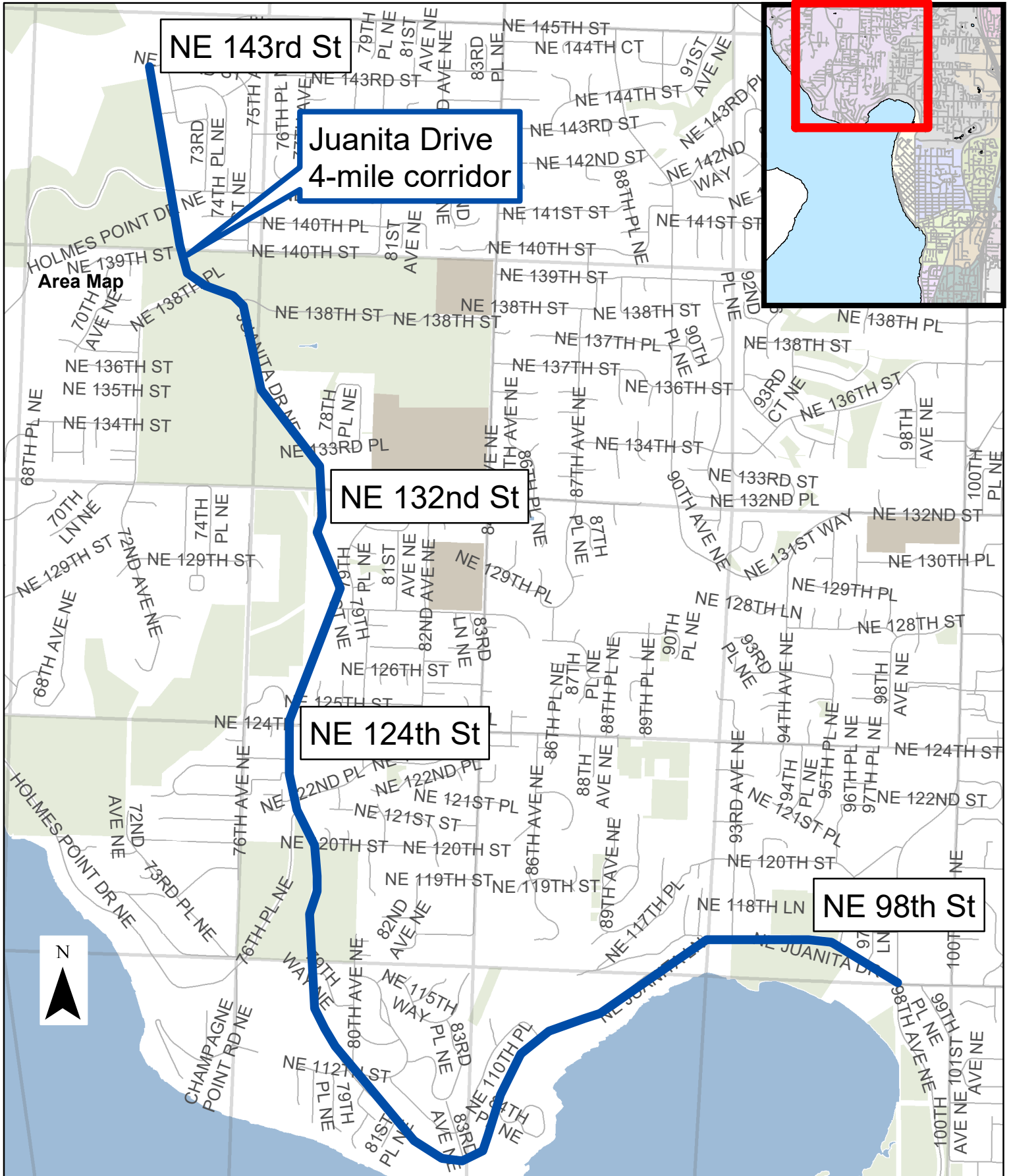
Figure 6: Project Timeline

Next Steps

Staff will return to the Council with concepts and estimates for NE 132nd Street & Juanita Drive NE to 72nd Avenue NE Nonmotorized Connection. Then, staff will finalize the plans and specifications for the Project and will return again to Council for the construction contract award.

Attachment A: Vicinity Map with Area Map Inset

This staff report includes projects STC08900, NMC09010, and NMC12700



NE 143rd St

Juanita Drive
4-mile corridor

NE 132nd St

NE 124th St

NE 98th St

Area Map



Vicinity Map
Juanita Drive Corridor



CITY OF KIRKLAND
Department of Finance & Administration
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MEMORANDUM

To: Kurt Triplett, City Manager

From: Michael Olson, Director of Finance and Administration
Sri Krishnan, Deputy Director of Finance and Administration
Chip Corder, Temporary 2021-2022 Budget Development Staff

Date: October 1, 2020

Subject: 2020-2026 General Fund Financial Forecast Update &
2021-2022 General Fund Budget Balancing

RECOMMENDATION:

City Council receive the updated 2020-2026 General Fund forecast and a preview of the 2021-2022 General Fund Budget balancing and themes.

BACKGROUND:

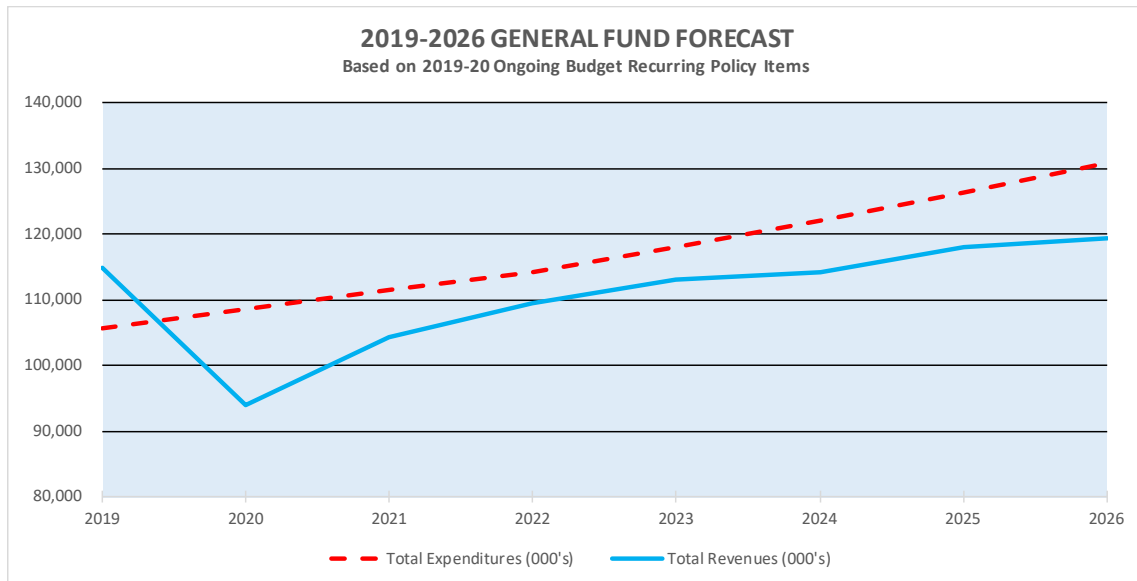
May 2020 General Fund Forecast

At the May 29, 2020 Council Finance Retreat staff presented two General Fund forecast scenarios, reflecting the estimated financial impact of COVID-19 on the City's revenues in 2020-2026: 1) V-Shaped Recovery, and 2) Big-V Recovery. The scenarios were based on guidance from the Government Finance Officers Association (GFOA) and similar to the forecasts provided by the King County Office of Economic and Financial Analysis.

As noted in the September 15, 2020 Revenue Public Hearing, in May 2020, the City had very little actual data on which to base its COVID-19 related forecasts. Fortunately, actual revenues over the past 3-4 months have been much better than projected back in May 2020, when the level of economic uncertainty was extremely high. The City's updated General Fund revenue forecast incorporates actual sales tax revenue through August 2020 and actual property tax, utility taxes, development fees, and other revenues through July 2020.

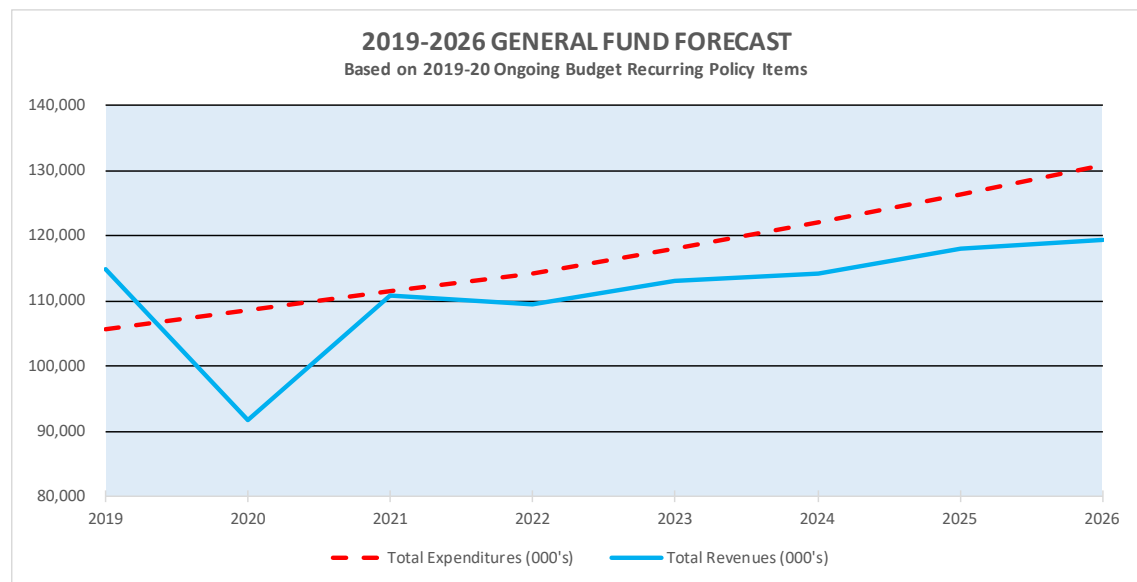
For purposes of this discussion, the two forecasts provided in May are presented below. These are followed by the August 2020 General Fund Forecast and a discussion of the reasons for the changes.

Long-Term Forecast V-Shaped Recovery



	2019	2020	2021	2022	2023	2024	2025	2026
Total Expenditures (000's)	105,619	108,698	111,528	114,140	118,004	122,012	126,372	130,918
Total Revenues (000's)	114,774	94,086	104,379	109,489	112,991	114,261	118,067	119,421
Net Change (000's)	9,155	(14,612)	(7,149)	(4,651)	(5,013)	(7,751)	(8,305)	(11,497)
Net Less Additions to Reserves	4,619	(14,612)	(7,149)	(4,651)	(5,013)	(7,751)	(8,305)	(11,497)
Biennium Net Resources (000's)		(9,994)		(11,800)		(12,764)		(19,802)

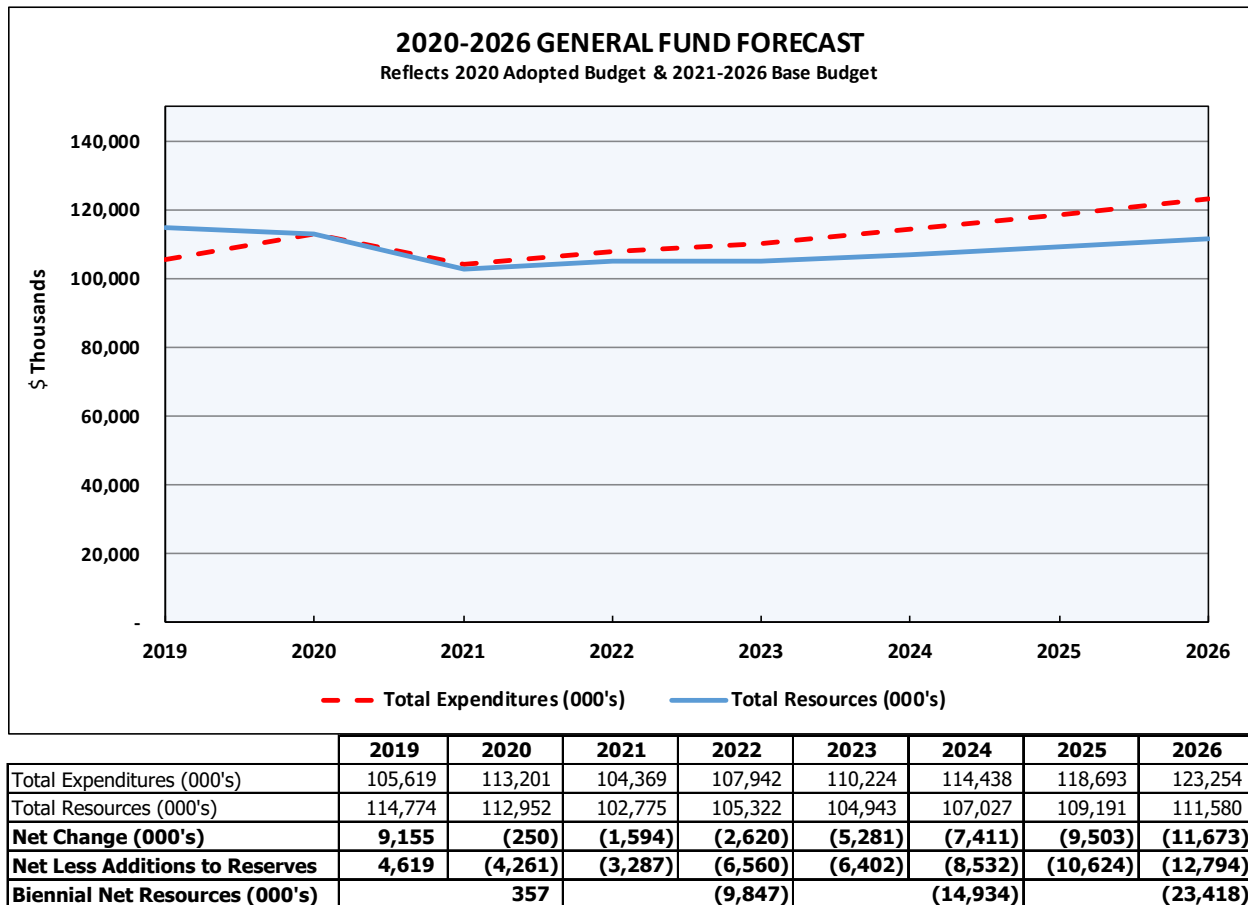
Long-Term Forecast Big-V Recovery



	2019	2020	2021	2022	2023	2024	2025	2026
Total Expenditures (000's)	105,619	108,698	111,528	114,140	118,004	122,012	126,372	130,918
Total Revenues (000's)	114,774	91,721	110,794	109,489	112,991	114,261	118,067	119,421
Net Change (000's)	9,155	(16,978)	(734)	(4,651)	(5,013)	(7,751)	(8,305)	(11,497)
Net Less Additions to Reserves	4,619	(16,978)	(734)	(4,651)	(5,013)	(7,751)	(8,305)	(11,497)
Biennium Net Resources (000's)		(12,359)		(5,385)		(12,764)		(19,802)

August 2020 General Fund Forecast

The 2020-2026 General Fund forecast was updated in late August 2020 based on actual revenues and expenditures through July 2020, with the exception of sales tax, which is through August.



Because of much better than projected economic performance since the two forecasts were presented to the Council at its May 29, 2020 retreat, the August 2020 forecast projects much smaller deficits in 2020-2021. The three forecasts are compared below and numbers in parentheses mean deficits. All numbers are in thousands.

General Fund Forecast	2020	2021	2022	2023	2024	2025	2026
May 2020 V-Shaped Recovery	(14,612)	(7,149)	(4,651)	(5,013)	(7,751)	(8,305)	(11,497)
May 2020 Big-V Recovery	(16,978)	(734)	(4,651)	(5,013)	(7,751)	(8,305)	(11,497)
August 2020	(4,261)	(3,287)	(6,560)	(6,402)	(8,532)	(10,624)	(12,794)

Focusing on 2020, the dramatic swing from significant deficits in the two May 2020 forecasts to smaller deficits in the August 2020 forecast is primarily due to the following:

- **Sales tax** through August 2020 is down only 4.7 percent compared to the same period in 2019. Given the continuing high level of economic uncertainty through the balance of

the year, especially with temporary federal assistance ending in July, staff assumed a 10 percent decline in sales tax in 2020 relative to 2019 (which is \$802,394, or 3.5 percent, more than the amount budgeted in 2020). The August 2020 sales tax forecast is compared to both May 2020 sales tax forecasts in the following two tables.

Aug 2020 vs. V-Shaped Recovery Forecast	2020
August 2020 forecast (10% < 2019 actual)	\$23,932,560
May 2020 V-Shaped Recovery forecast (36.1% < 2019 actual)	\$16,997,492
Increase over V-Shaped Recovery forecast	\$6,935,068

Aug 2020 vs. Big-V Recovery Forecast	2020
August 2020 forecast (10% < 2019 actual)	\$23,932,560
May 2020 Big-V Recovery forecast (41.5% < 2019 actual)	\$15,559,881
Increase over Big-V Recovery forecast	\$8,372,679

- **Development fees** are projected to be \$854,191, or 8.1 percent, more than what is budgeted in 2020.
- **Business fees**, which encompass revenue generating regulatory license fees, business license fees, and franchise fees, are projected to be \$311,267, or 4.2 percent, more than what is budgeted in 2020.
- **CARES Act grants** of \$4.0 million have been awarded to the City in 2020. Of this amount, an estimated \$1.2 million represents a reimbursement of budgeted personnel costs that were re-directed to the City's pandemic response and to employee leave related to COVID-19. This number will be further refined in October and November as CARES Act monies are fully spent and the full benefit to the General Fund is known.
- **Investment interest** is projected to be \$1.49 million, or 184.2 percent, more than what is budgeted in 2020.

Looking at 2021-2022, the reduced deficits in the August 2020 forecast can be attributed primarily to the following:

- The **annexation sales tax credit reserve**, which will have a \$2.16 million balance by June 30, 2021, is assumed to be fully spent in 2022.

Unlike other King County cities, Kirkland has been insulated, in part, from the economic downturn in 2020 by the following:

- The City's **modified two-year sales tax lag policy** has provided a significant "buffer," with 2020 budgeted sales tax revenue being 13 percent below 2019 actual sales tax revenue. This budget policy sets Kirkland apart from most, if not all, cities in King County.

- The City is continuing to experience a **high level of development activity**, though the Governor's "stay-at-home" order had a temporary, negative economic impact.
- The **available General Fund surplus** at the end of 2019, discussed below, provides an additional one-time "buffer."

As a result, City staff have been able to continue monitoring the economic impact of the pandemic and to thoughtfully propose a balanced 2021-2022 Preliminary Budget that fully funds previous one-time service packages as well as new staffing and programs responsive to Resolution R-5434.

Available General Fund Cash and Reserves in 2020

Available General Fund Cash

At the May 29, 2020 Council Retreat, staff indicated that the early estimate of the available cash in the General Fund from 2019 was approximately \$9.0 million. Since then, staff completed the year-end financial statements and the annual audit at the end of July. The cash reconciliation, which was part of the financial statement process, identified an additional \$9.09 million in available cash from 2018. The result is that there is now \$18.09 million in available cash in the General Fund from 2019.

Reasons for change from \$9.0 million to \$18.09 million:

1. **Timing** – The early estimate of the available cash in the General Fund of approximately \$9.0 million was based on *estimated* 2019 General Fund revenues and expenses. At the end of May 2020, staff had not completed the 2019 financial statements and could not provide the actual available General Fund cash balance at the May 29, 2020 Council Retreat. That number became available in July after the Accounting group had completed their review, reconciliations, and necessary adjustments.
2. **Financial System Change** – The City transitioned from the prior financial system (IFAS) to a new financial system, Munis, in late 2018 and developed the 2019-2020 Budget using data in both financial systems. This resulted in staff focusing on ensuring that the 2019-2020 Budget was accurate and balanced based on *estimated* year-end General Fund cash in 2018. Although it is common to use the estimated year-end cash amount as the next biennial budget is developed, the estimate itself was very conservative (low), because the change in financial systems also included a change in reporting from a cash-basis in IFAS to an accrual-basis in Munis.

2018 turned out to be a year of extraordinary economic growth and revenues came in much higher than estimates. At the same time the city had significantly more 2018 under-expenditures than estimated, due in large part to extended vacancies in 2018 that took longer to fill in the full employment economy. Staff were aware that there could potentially be more *actual* cash available at the end of 2018, but they would have to complete the implementation and then revisit this issue as part of a future cash reconciliation. This reconciliation, which was completed as part of the 2019 financial statement preparation process, resulted in the recognition of \$9.1 million in addition to the \$9.0 million of available General Fund cash that was identified in May 2020.

The table below summarizes the difference between actuals and budget in 2018 that results in the \$9.1 million of cash from 2018.

Item	Amount
Revenues over budget in 2018	\$ 5,979,563
Expenditures under budget in 2018	\$ 3,032,998
	\$ 9,012,561

The table below summarizes the change in the amount of available General Fund cash as of the end of 2019.

Item	Amount
May 2020 Estimate of 2019 Year-End Available General Fund Cash	\$ 9,075,775
Available General Fund Cash identified following May Retreat	\$ 9,012,561
Revised Available General Fund Cash	\$ 18,088,336

The Council 2020 approved uses and the City Managers preliminary 2021-2022 budget uses of the available General Fund cash are presented below.

- Council 2020 Approved Uses totaling \$595,681:
 - **Human Services Grants** – On March 31, 2020, in response to the impact of COVID-19 on the community, Council approved the use of \$265,000 in 2019 sales tax revenue that came in above the budgeted amount to stabilize Human Services grantees.
 - **Resolution R-5434** – On September 1, 2020, Council approved expenditure budgets proposed in Resolution R-5434. The expenditures included:
 - 1) Extending 1.0 Temporary Management Analyst through 12/31/2021 (\$160,000);
 - 2) Temporary Special Projects Coordinator for 6 months through approximately 3/31/2021 depending on start date (\$70,000);
 - 3) Professional Services Funding for equity/racial justice consultants and related costs (\$150,000). Total cost of additions was \$380,000. Of this amount, \$246,839 was from 2019 sales tax revenues above budget.
 - **General Fund Working Capital** – The total purchase price of the property at 13213 100th Place NE was \$583,842 in project PSC3002000. A developer settlement of \$500,000 for the benefit of affordable housing was received in 2019 and recognized in the General Fund as part of the 12/10/2019 budget adjustments, while the remaining cost of \$83,842 was paid by a transfer of General Fund Working Capital.

The balance of General Fund cash available after accounting for the uses listed above is \$17,492,655.

- City Manager Preliminary 2021-2022 Budget Proposed Uses:
 - **2020 General Fund Gap** – As of this writing, the estimated General Fund gap between revenues (excluding reserved revenues) and expenditures is \$1.33 million. As discussed at the May 29, 2020 Council Retreat, staff recommended the use of 2019 year-end available cash in the General Fund to bridge this gap.
 - **2021 General Fund Gap** – The estimated General Fund gap between revenues (excluding reserved revenues) and expenditures is \$787,480.

- **2022 General Fund Gap** – The estimated General Fund gap between revenues (excluding reserved revenues) and expenditures is \$4.06 million.
- **Continuation of 2019-2020 Service Packages and Community Safety Initiative Service Package** – One-time funding of \$7.59 million is needed for service packages recommended by the City Manager in 2021 (\$4.16 million) and 2022 (\$3.43 million). The \$7.59 million set aside represents the amount needed after accounting for expenditure savings, new revenues, and the use of reserves.
- **General Fund Carryovers** – As part of the 2021-2022 Budget development process, Financial Planning staff are evaluating the amount of the 2019-2020 General Fund Budget that will need to be carried over to the next biennium. Historically, General Fund Carryovers have been about \$1.0 million. Based on the latest estimates, staff recommends setting aside \$1,231,970.
- **The Village at Totem Lake Infrastructure Development Contribution** – The General Fund portion of the \$7.5 million City contribution to The Village at Totem Lake development is \$1,703,744. The recommendation is to use REET funds for the remainder. Using available cash eliminates the need to issue debt and decreases annual debt service by \$466,000 in the General Fund. This action is necessary to fully fund the service packages recommended by the City Manager.
- **General Capital Reserve** – Over this biennium, Council has approved various uses of the General Capital Reserve totaling \$3,505,286. One of the uses was in the amount of \$1,755,836 for the purchase of property (Office Max building) for the new Parks Maintenance Center. This action included a plan to replenish the reserve with ten (10) annual contributions from available year-end cash in the General Fund. The forecast includes reimbursing the General Capital Reserve \$350,000 per year beginning in 2021 and 2022.

The estimated gaps and service package costs reflect the best information at the time of this writing. It is likely that some of these numbers might change because staff continue to review and update them as part of developing the Preliminary 2021-2022 Budget.

The following table summarizes the Council approved and City Manager proposed uses of the available cash in the General Fund at the end of 2022. Note there is still net available General Fund cash of \$798,627. Staff has reserved this for Council directed uses not accounted for above or to mitigate any potential impact from a further or second economic downturn as a result of the pandemic. Staff will seek final direction on the uses of the \$798,627 during the Council's review of the 2021-2022 Preliminary Budget.

Item	Amount
Available General Fund Cash as of 12/31/2019	\$ 18,088,336
<i>Council Approved Uses</i>	
Human Services Grants	265,000
Resolution R-5434	246,839
FS24/ARCH -- Land Purchase	83,842
Subtotal Council Approved Uses	\$ 595,681
Balance of General Fund Cash after Council Approved Uses	\$ 17,492,655
<i>Potential and Planned Uses</i>	
Estimated 2020 General Fund gap	1,325,410
Estimated 2021 General Fund gap (base budget)	787,480
Estimated 2022 General Fund gap (base budget)	4,059,541
2021 Service Packages	4,160,651
2022 Service Packages	3,425,232
Estimated General Fund Carryovers	1,231,970
The Village at Totem Lake Infrastructure Development Contribution	1,703,744
Subtotal Potential and Planned Uses	\$ 16,694,028
Net Available General Fund Cash	\$ 798,627

Reserves

It should be noted that certain revenues in 2020 (i.e., Ground Emergency Medical Transportation grant, \$1.0 million of the annexation sales tax credit, and net development fees) have been backed out and reserved according to budget policy. As part of the 2021-2022 Budget development process, all General Fund and Contingency reserves will be reviewed and the estimated ending balances as of December 31, 2022 will be established. These revised reserve balances will be reviewed as part of the 2021-2022 Preliminary Budget discussion.

2021-2022 General Fund Budget Preview

The Preliminary 2021-2022 Budget reflects the following specific strategies from the City Manager's proposed budget framework presented at the May 29 retreat and approved by Council to guide the organization through 2020 and the next biennium.

- **2020 "COVID-19 Budget"**
 - Use one-time strategies (i.e., reduce planned expenditures and use available General Fund cash balance at the end of 2019) to bridge the revenue shortfall.
 - Do not use reserves.
- **2021 "Bridge Budget"**
 - Prepare a base budget (no service packages unless the costs are fully offset).
 - Use available General Fund cash balance at the end of 2019 and then reserves, if needed, to bridge programs and maintain current service levels.
- **2022 "Recovery Budget"**
 - Prepare base budget + targeted service packages.
 - Use available General Fund cash balance at the end of 2019, if any, and then reserves to sustain programs and maintain current service levels.
 - Implement new revenues as necessary to balance the budget.

Working within this budget framework, the Preliminary 2021-2022 Budget maintains current service levels in all Departments, although some existing positions are reprioritized. The preliminary budget also fully funds the continuation of most 2019-2020 one-time service packages. Finally, the preliminary budget funds a new "Community Safety Initiative" to invest in a more equitable, safe, and resilient Kirkland. The Community Safety Initiative provides funding to implement staffing and actions called for in Resolution R-5434 to respect the safety and dignity of Black people and help end structural racism. Much more detail on the Community Safety Initiative will be presented during the October 27, 2020 special Council meeting.

These investments require the use of the one-time General Fund available cash of \$18.09 million and the Annexation Sales Tax Credit reserve, estimated to be \$2,160,494. The current forecast reflects a preliminary budget that strives to balance the current economic uncertainties and need for social change, while meeting the service expectations of the community as Kirkland grows and thrives.

The table below summarizes the use of available General Fund cash to address the gap in 2020 and balance the budget in 2021 and 2022.

2020-2022 General Fund Balancing
Updated 9/30/20

	2020	2021	2022	2021-2022
Resources forward:				
Available cash, 12/31/19	17,492,655	13,231,530	8,283,399	13,231,530
Reserve funding used for Urban Forester, Development Fee Study, and Parking Collection Machines service packages		54,333	488,778	543,111
Annexation sales tax credit reserve balance, 12/31/21			2,160,494	2,160,494
Plus total revenues (base budget only in 2021-2022)	112,951,844	102,774,721	103,161,788	205,936,509
Plus new revenues for 2021-2022 service packages		971,974	1,087,025	2,058,999
Less reserved revenues:				
Annexation sales tax credit	(1,000,000)	(500,000)	-	(500,000)
Medicare/Medicaid emergency medical transport	(1,494,803)	(1,121,102)	(1,121,102)	(2,242,204)
Net development revenues to be reserved	(1,246,545)	-	(1,755,696)	(1,755,696)
Net school zone penalties to be reserved	(270,168)	(72,110)	(1,063,168)	(1,135,278)
Less total expenditures	(110,265,739)	(100,727,611)	(103,416,619)	(204,144,230)
Less Totem Lake development contribution (General Fund portion)	(1,703,744)			
Repay General Capital Reserve (10 annual payments)		(350,000)	(350,000)	(700,000)
Less carryovers ^[1]	(1,231,970)			
Less contract reserve in 2021 (2%) & 2022 (2%)	-	(791,378)	(1,675,238)	(2,466,616)
Less service packages in 2021 & 2022 (excluding development & CIP) ^[2]	-	(5,186,958)	(5,001,035)	(10,187,993)
Surplus/(Deficit)	13,231,530	8,283,399	798,626	798,627

Notes:

[1] Current estimate

[2] Net of expenditure savings



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: Adam Weinstein, Director of Planning & Building
Lynn Zwaagstra, Director of Parks & Community Services
Dawn Nelson, Planning Supervisor
Leslie Miller, Human Services Supervisor

Date: September 28, 2020

Subject: Affordable Housing Week Proclamation

RECOMMENDATION

That the Mayor proclaim October 12 – October 16, 2020 as Affordable Housing Week in Kirkland.

BACKGROUND DISCUSSION

Affordable Housing Week is an annual initiative sponsored by the Housing Development Consortium to highlight the need for affordable housing in King County. Through education and advocacy the Housing Development Consortium works collaboratively with public and private organizations to meet the housing needs of limited-income people throughout the region. The Consortium comprises over 160 member organizations.

Affordable Housing Week is usually held in the spring and is marked by a series of live events throughout the County to heighten awareness of the need for more affordable housing. Due to COVID-19, Affordable Housing Week was moved to the fall and will be celebrated through a variety of virtual events focused on learning about housing policies under the theme "Know Your Zone." Registration details and information about scheduled events during the week can be found at the Consortium's website: <https://www.housingconsortium.org/affordable-housing-week/>.

Two documents produced by the Housing Development Consortium are attached. **Attachment A** provides data on King County's affordable housing gap, and **Attachment B** provides Kirkland data on the relationship between housing and health. In addition, a wealth of data about the current state of homelessness in King County can be found at <https://regionalhomelessssystem.org/regional-homelessness-data/>.

A representative from the Housing Development Consortium will attend the City Council meeting to receive the proclamation.

Attachments: A – King County Housing Gaps
B – Healthy Housing in Kirkland



HOUSING DEVELOPMENT consortium

5,485

people living without shelter¹

295,000

households spend over

30%

of their income on housing²

43%

of renters spend more than 30% their income on housing³

KING COUNTY'S

AFFORDABLE

HOUSING

GAP

\$1920

Median rent for a 1 bedroom apartment ...a \$300 increase in 2 years⁴

A King County resident must earn

\$29.69

per hour to afford a two-bedroom apartment⁶

54,000

more homes affordable to households with incomes less than 30% AMI are needed to meet demand⁵

8,411

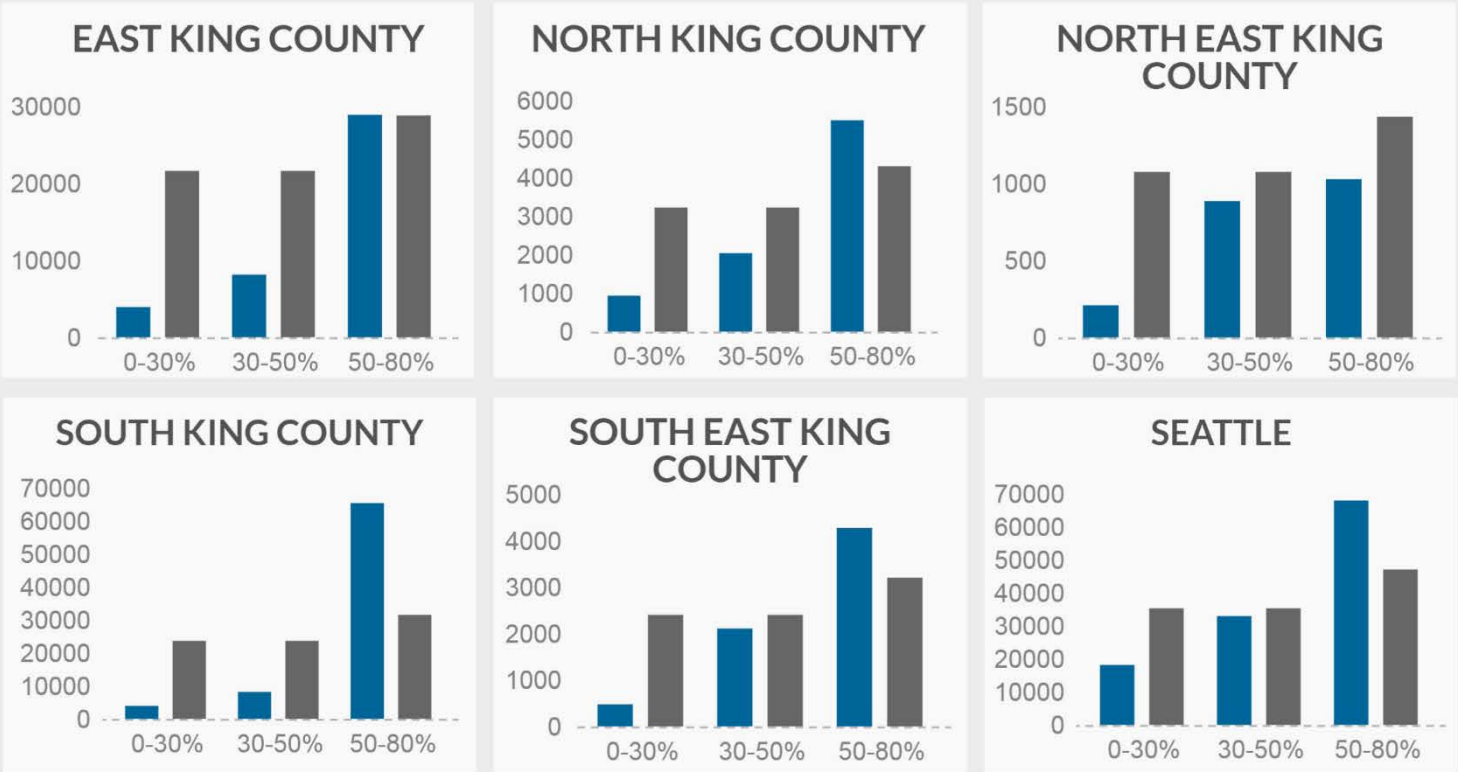
school children without homes in the 2015-16 school year⁷

Only 3 out of 10 rental homes are affordable to extremely low income families⁸

¹ All Home King County, Applied Survey Research. "Count Us In 2017 Comprehensive Report." Accessed July 6, 2017. <http://allhomekc.org/wp-content/uploads/2016/11/2017-King-PII-Count-Comprehensive-Report-FINAL-DRAFT-5.31.17.pdf>
² King County. "2016 King County Comprehensive Plan Update Technical Appendix B: Housing." Accessed July 6, 2017. http://www.kingcounty.gov/-/media/Council/documents/CompPlan/2016/2016-0155/AppendixB_Housing.ashx?la=en
³ Ibid.
⁴ Ibid.
⁵ Zillow. "Median Rent List Price (\$), 1-Bedroom." Accessed July 6, 2017. [files.zillowstatic.com/research/public/County/County_MedianRentalPrice_1Bedroom.csv](https://www.zillowstatic.com/research/public/County/County_MedianRentalPrice_1Bedroom.csv)
⁶ NLIHC. "Out of Reach 2017: Washington." Accessed July 6, 2017. <https://nlihc.org/outofreach/washington>
⁷ Dyer, Melinda, and Jordyn Green. "Homeless Student Data: 2015-16." Office of the Superintendent of Public Instruction. Accessed July 6, 2017. www.k12.wa.us/LegisGov/2017documents/2017-01-HomelessEducation.pdf
⁸ King County. "2016 King County Comprehensive Plan Update Technical Appendix B: Housing." Accessed July 6, 2017. http://www.kingcounty.gov/-/media/Council/documents/CompPlan/2016/2016-0155/AppendixB_Housing.ashx?la=en

GAPS BY REGION

■ Homes Available ■ County Goal



- King County's affordable housing gap is largest for households with incomes 30% AMI or less
- No city in King County is meeting the proportional need for homes affordable to households with incomes \geq 30% AMI
- Gaps are largest in Seattle, North, and East King County

GAPS BY CITY

Affordable homes needed to achieve county-wide proportional need now and in 2030

	0-30% AMI		30%-50% AMI		50%-80% AMI	
	2016	2030	2016	2030	2016	2030
East						
Beaux Arts Village	18	18	18	18	20	20
Bellevue	4,958	7,032	4,573	6,647	Met	1,138
Bothell	712	1,169	64	521	Met	128
Clyde Hill	105	106	97	98	134	136
Hunts Point	22	22	10	10	26	26
Issaquah	1,209	1,899	1,184	1,874	171	1,091
Kenmore	812	1,232	262	682	Met	319
Kirkland	3,861	4,890	2,262	3,291	Met	1,121
Medina	107	109	83	85	137	140
Mercer Island	926	1,166	911	1,151	1,045	1,365
Newcastle	423	567	383	527	21	213
Redmond	2,237	3,461	1,607	2,831	Met	1,178
Sammamish	1,823	2,324	1,679	2,180	Met	2,428
Woodinville	431	761	302	662	Met	108
Yarrow Point	52	54	44	46	39	42
Total	17,696	24,842	13,479	20,625	1,603	9,452
South						
Algona	115	138	Met	Met	Met	Met
Auburn	2,359	3,514	Met	Met	Met	Met
Burien	1,054	1,587	Met	Met	Met	Met
Des Moines	834	1,194	Met	Met	Met	Met
Federal Way	3,178	4,150	Met	Met	Met	Met
Kent	3,410	4,522	Met	Met	Met	Met
Milton	303	309	178	184	Met	Met
Normandy Park	226	240	Met	Met	251	271
Pacific	194	229	Met	Met	Met	Met
Renton	2,993	4,773	Met	1,068	Met	Met
SeaTac	862	1,558	Met	Met	Met	Met
Tukwila	694	1,276	Met	Met	Met	Met
Total	16,222	23,489	178	2,252	251	271
South East						
Black Diamond	186	414	Met	179	137	441
Covington	662	838	337	513	Met	Met
Enumclaw	295	466	Met	Met	Met	Met
Maple Valley	784	1,000	605	821	Met	201
Total	1,927	2,719	942	1,513	137	642
North East						
Carnation	88	127	Met	32	Met	36
Duvall	261	398	81	218	168	351
North Bend	167	246	27	106	Met	60
Skykomish	8	9	Met	Met	Met	Met
Snoqualmie	342	536	338	532	303	561
Total	866	1,317	446	888	471	1,008
Seattle						
Total	17,161	27,481	2,341	12,661	Met	7,125

Note: Gap calculations are based on King County goals, which are not necessarily reflective of existing demand. Meeting a county goal does not imply that there is enough housing stock to meet the needs of households of all incomes in a particular city.



Photo by SWR Architects



Housing & Health in Kirkland

The relationship between health and home is well-studied and widely-recognized: the health of our bodies depends on the health of our homes

Healthy housing is affordable, safe, and supportive

A healthy home is one where the physical, mental, and socioeconomic environment supports the well-being of household members. It is free from hazards like pests or structural deficiencies. It does not impose a cost burden, ensuring household income can be spent on other needs such as food and healthcare.

It should be possible for every Kirkland resident to live in a healthy home.



Affordable

Less than 30% of household income is spent on housing, ensuring there is enough for healthy food, health care, and other needs



Safe

Home is free from hazards such as toxins, pests, and structural problems



Supportive

Household members are supported in making healthy choices, achieving educational and economic success, and engaging with their community



Hallmarks of Healthy Housing

- Dry*
- Pest-Free*
- Contaminant-Free*
- Ventilated*
- Maintained*
- Adequate plumbing & kitchen*
- Not crowded*
- Affordable!*

Healthy housing is critical to well-being

Research shows that affordable, healthy homes are positively correlated to physical and psychological well being.



Poor housing quality is the most consistent and strongest predictor of emotional and behavioral problems in children and youth



Households who spend less on housing are less likely to experience residential instability, which is associated with reduced mental and physical health outcomes



Residential exposures are major contributing factors to serious illnesses

Impacts of healthy housing barriers in Kirkland



HUD's defined housing problems include overcrowding, inadequate plumbing, inadequate kitchen facilities, and cost-burden. The National Healthy Housing Standard (NHHS) builds on these to include structural integrity, safety & security, heating & energy, moisture, waste, pest management and chemical agents.



Injuries at home account for 4 million emergency department visits and 70,000 hospital admissions nationwide

More than

3 in 10



households in Kirkland are cost burdened

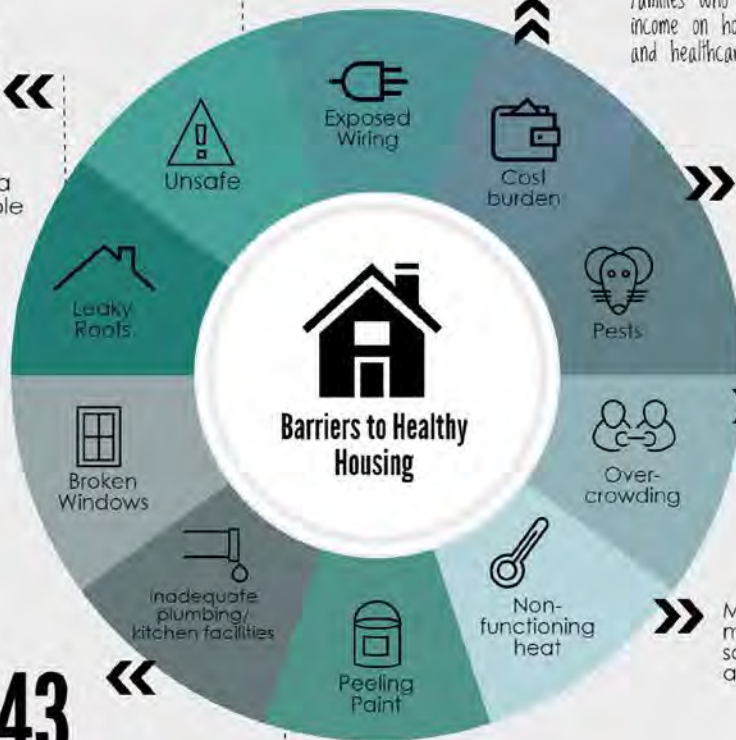
Families who spend less of their income on housing spend more on food and healthcare.

Leaky, saggy roofs & broken windows cause mold, increasing the risk for asthma and other serious health problems

40% of childhood asthma cases are attributable to residential exposures

\$2,584
Annual expenses for asthma related treatments per household

4.3 million
Days of lost productivity due to asthma in Washington adults
(that's 11,788 years!)



The presence of pests can increase the risk of hospitalization by up to **3x**

334 Kirkland households are over-crowded

Over-crowding is linked to higher rates of infectious disease transmission

Malfunctioning or poorly maintained HVAC systems pose safety and health risks including fire and exposure to carbon monoxide

243
Kirkland households have inadequate kitchen or plumbing facilities

48% of Kirkland households have a risk of lead exposure

Lead at any level has toxic effects on the nervous system and cognitive development, especially in children.

\$5,600
1 year of medical & special education for a seriously lead-poisoned child

Updated March 2017.

American Public Health Association & National Center for Healthy Housing. "National Healthy Housing Standard." 16 May 2014.
Coley, Rebekah Levine, Tama Leventhal, Alicia Doyle Lynch, and Melissa Kull. "Poor Housing Quality is Tied to Children's Emotional and Behavioral Problems." MacArthur Foundation. "How Housing Matters." September 2013. Web.
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For more infographics like this one, visit housingconsortium.org





A PROCLAMATION OF THE CITY OF KIRKLAND

Proclaiming October 12 - 16, 2020 as “Affordable Housing Week” in Kirkland, Washington

WHEREAS, all people should have access to safe, healthy, and affordable homes within communities of opportunity; and

WHEREAS, the 2020 Count Us In survey on January 24th found over 11,751 individuals experiencing homelessness in King County, 5,578 of them living without shelter, and that homelessness disproportionately impacts people of color in King County; and

WHEREAS, the combined cost burden of housing plus transportation can be substantially reduced by locating affordable housing opportunities in proximity to transit; and

WHEREAS, everyone benefits from affordable housing, including the people who reside in these properties, their neighbors, businesses, employers, and the community as a whole; and

WHEREAS, research shows that affordable, healthy homes are positively linked to physical and psychological well-being; and

WHEREAS, united in an effort to raise public awareness, communities throughout King County are participating in local Affordable Housing Week efforts to inform the public of the critical need to preserve and increase affordable housing in our communities; and

WHEREAS, the City of Kirkland has adopted a Housing Element as part of its Comprehensive Plan which includes goals and policies to address housing needs for all income levels and types of households including the homeless and people with special needs; and

WHEREAS, the City of Kirkland has adopted legislation that supports affordable housing by exempting impact fees for affordable housing units, requiring affordable housing units in market rate developments, allowing multifamily tax exemptions where affordable housing units are provided, and prohibiting discrimination against Section 8 Housing Choice Vouchers use; and

WHEREAS, the City of Kirkland has an adopted Housing Strategy Plan and Work Program to further initiatives to provide housing choice and affordable housing throughout the City; and

WHEREAS, the City of Kirkland is a member of A Regional Coalition for Housing, a nationally recognized organization, that supports member efforts to create affordable housing throughout East King County, and Kirkland has invested millions of dollars through the ARCH Housing Trust fund over the past two decades to preserve existing and build new affordable housing; and

WHEREAS, the City of Kirkland endorses the goals, objectives, and purposes of Affordable Housing Week, and in doing so, recommits itself to ensuring that our community thrives with opportunity, and that all people in it live with dignity in safe, healthy, and affordable homes.

NOW, THEREFORE, I, Penny Sweet, Mayor of Kirkland, do hereby proclaim October 12 – 16, 2020 as Affordable Housing Week in Kirkland.

Signed this 6th day of October, 2020

Penny Sweet, Mayor



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

MEMORANDUM

To: Kurt Triplett, City Manager

From: James Lopez, Assistant City Manager
Martha Chaudhry, Special Projects Coordinator
David Wolbrecht, Neighborhood Services Outreach Coordinator

Date: September 24, 2020

Subject: SHOP LOCAL KIRKLAND INITIATIVE

RECOMMENDATION:

That the City Council receive an update on the Shop Local Kirkland initiative. Presenting will be Assistant City Manager Jim Lopez and Special Projects Coordinator Martha Chaudhry.

BACKGROUND DISCUSSION:

The onset of the global Covid-19 pandemic in March 2020 and ensuing restrictions imposed by local, state and federal governments have severely and negatively impacted businesses that operate and depend on in-person, local and regional customers. Mandated stay-at-home orders and place-of-business closures have meant drastic reductions in revenues for small businesses. Expected resurgences in Covid-19 infection rates and predicted 'second and third wave' outbreaks make a linear and progressive path to economic recovery uncertain.

Further, the coronavirus pandemic, and the ongoing threat and fear of infection, have caused a dramatic shift in consumer behavior and expectations. Even in phased re-opening scenarios, customers are reluctant to conduct business in person. Seemingly overnight, no-contact commerce has become an essential component of the economy, and there is an urgent need for small businesses to transform digitally so that they are able to be discovered online and transact online with consumers locally, regionally and globally.

According to the Small Business Association (SBA), approximately 50% of businesses nationally do not have a website. Substantially fewer than that transact online. Moreover, a majority of small businesses polled during the pandemic report a desire to increase readiness, resiliency and to prepare for possible future outbreaks. Other than purchasing supplies, the most common

actions taken to prepare are updating websites or social media profiles (29%) and increasing e-commerce or digital payment options (25%).¹

A Strategy for Business Relief: Early Pandemic Response

In the immediate aftermath of the onset of Covid-19, the City's response to supporting the Kirkland business community was to swiftly stand up two relief funds: the Small Business Relief Fund, administered by the Greater Kirkland Chamber of Commerce and the local branch of Banner Bank, and the Kirkland CARES Small Business Relief Fund, administered by the City. These grant funds have and will play a vital role in helping Kirkland businesses survive during the pandemic.

A Strategy for Business Recovery: Shop Local Kirkland Initiative

Now nearly seven months into the pandemic and moving through the Governor's Safe Start program, many Kirkland based businesses have partially returned to revenue generating operations. Innovation and adaptations can be seen everywhere, such as Streateries and Parklets allowing restaurants and shops to expand on-site operations while complying with social distance requirements. Also, the widespread wearing of masks, limits to customers allowed inside stores, and pickup and delivery services have all contributed to a "new normal". Paramount among the adaptations inspired by the pandemic is ecommerce capability, which is the capacity to transact virtually and participate in the online economy.

The Shop Local Kirkland initiative (SLK) responds to the needs of local businesses as they position to revive and then to thrive through the Governor's Safe Start Plan and beyond. It also responds to the needs of Kirkland businesses extending beyond the relief phase and into the recovery phase of Covid-19.

Components

SLK has two primary program pillars which overlap in both development and function. The first is the SLK website (www.ShopLocalKirkland.com), a local, digital "Main Street" which serves as a gateway to lead consumers to the various ecommerce platforms of Kirkland businesses. The second pillar is a vigorous consumer engagement campaign to drive traffic through the platform, which is intended to boost the reach and revenues of Kirkland businesses.

1. Digital Mainstreet

The SLK strategy relies on adaptation to a new normal, recognizing trends arising from Covid-19 that are expected to characterize economic activity not just temporarily, but permanently. Taking a longer view than stop-gap grant funding, SLK brings recovery 'through the (digital) front door' in the form of customer spending, rather than through the 'back door' in the form of relief monies.

¹ SBA July 2020 small business coronavirus impact poll <https://www.uschamber.com/report/july-2020-small-business-coronavirus-impact-poll>

At its essence, the SLK web platform is a visually pleasing registry of Kirkland business listings. The platform's innovation is that it connects businesses with critical ecommerce and delivery service providers to enable digital transformation, while also connecting Kirkland businesses to consumers.

City staff have collaborated with three locally based ecommerce and delivery service providers as initial collaborators. The SLK platform can accommodate any additional such providers over time. SLK's 'opening bell' collaborators are as follows:

1. Swingbuy is a digital, on-demand marketplace, which is mobile app based and offers a 2-hour local delivery service within a 15-mile radius;
2. Meylah offers out of the box and full-service ecommerce solutions, as well as online voucher solutions to businesses without websites or whose websites do not have ecommerce capability;
3. BizX is a business-to-business (B2B) bartering economy that utilizes a digital currency BizX dollars to enable cashless transactions for goods and services regionally, nationally and globally.

2. Consumer Engagement Campaign

The SLK digital marketplace can only be effective for the local economy if it is useful and enticing to consumers. The SLK initiative will rely on a vigorous marketing campaign to drive traffic through the portal to the ecommerce websites of Kirkland's businesses. This phase of the initiative is in development, with possible components including:

1. City media and marketing campaign to raise awareness and generate engagement including digital and print media;
2. Public relations;
3. Social media strategies such as User Generated Content, reviews, stories, featured businesses and other social marketing strategies;
4. Leveraging Kirkland organizations to help promote the platform and initiative, such as the Greater Kirkland Chamber of Commerce, the Kirkland Downtown Association, and other business associations and networks;
5. Leveraging existing Kirkland events and programs to publicize and promote engagement; and
6. An incentive marketing strategy and campaign to ensure the shopping through the Shop Local Kirkland portal is financially compelling for consumers.

Funding

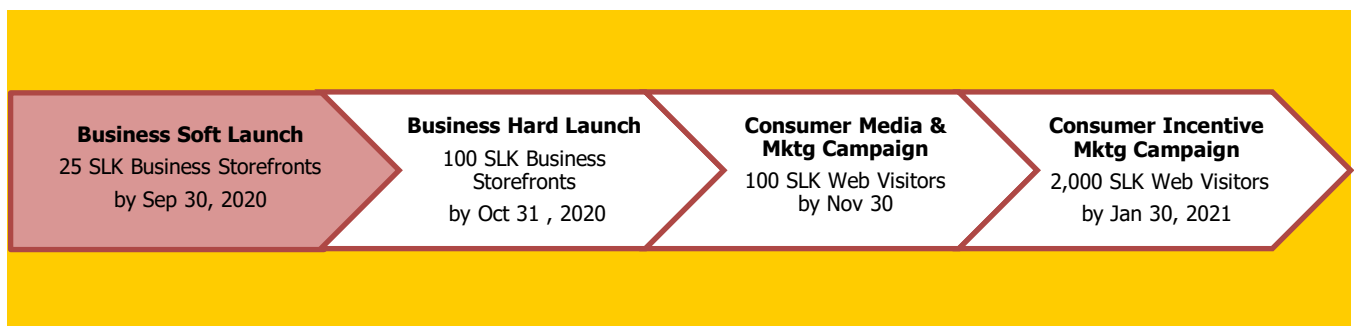
To date, SLK has been paid for using CARES Act funding. Specifically, CARES Act expenditures include the one-time cost for designing and building the website (\$36,100), and most of the cost for the 2020 merchant management system subscription (\$6,100). The CARES Act will also fund most of this year's SLK related City staff time. Over the next biennium, the City expects to support the ongoing program (there are \$12,600 per year subscription costs) by

reprioritizing existing economic development professional services funding and implementing modest changes to City communications and economic development work programs.

Staff may present to Council additional, but not necessary, funding requests as new SLK ideas develop. For example, the City may consider using resources to provide rebates or voucher rewards for customers using the platform. Any such requests would likely need to be funded outside of existing resources.

Timeline and Milestones

Below is a diagram of the expected key milestones for the development of the SLK initiative. At present, the project is in the Business Soft Launch stage.



Staff are currently completing the development, testing and launch of the web platform in collaboration with the City’s contractor. The website is expected to go live in a soft launch the week of September 28, 2020. Following the site’s soft launch, the immediate next step is to onboard Kirkland based businesses, support the businesses in building their digital storefronts and aggregate a marketplace of Kirkland businesses on the platform. Outreach to businesses has already begun, with the following metrics:

- 16 businesses have registered on the platform’s temporary landing page prior to launch and are waiting to create their digital storefronts following launch;
- 14 businesses have filled out interest form;
- 34 Farmers’ Market vendors have participated in early outreach efforts and await the platform launch to register their businesses;
- 60 Kirkland based businesses identified by our ecommerce and delivery collaborators have been shortlisted for direct outreach, a good proportion of whom are expected to register their business during the initiative’s soft launch.

Metrics

Measurement of the success and reach of the SLK initiative pertains both to business participation and consumer engagement.

Business Participation Metrics

Key business metrics during the development phase of the initiative include determining response from outreach and business registrations on the platform. The website has a built-in dashboard that will assist with key metrics. Business participation metrics include the following:

1. Metrics: Business Recruitment Campaign (by Oct 31, 2020)

	GOAL	MEASUREMENT
Reach	4,000 Kirkland businesses	# of Kirkland businesses with email
Response Target	8% or 320 businesses	Clicks on the Business Registration Form
Published Business Storefronts	2.5% or 100 businesses	Published Storefronts on SLK platform

2. Metrics: Leads to Business eCommerce Sites via SLK Platform

This metric is measured via the Dashboard of the SLK platform, and will track the number of leads to business ecommerce platforms initiated on the SLK website:

MONTH	GOAL	MEASUREMENT
November	10% ² or 10 leads	Leads measured on SLK Dashboard
December	10% or 50 leads	Leads measured on SLK Dashboard
January	10% or 200 leads	Leads measured on SLK Dashboard





Consumer Participation Metrics

Metrics for consumer engagement with the SLK initiative are currently under development.

Platform Preview

The first image below shows the SLK landing page which features business storefront 'tiles' for participating businesses. These tiles are a visual business listing, and are displayed in the order received, newest at upper left. When a website visitor clicks on a storefront tile, they are taken to that business's 'digital storefront' page. A sample of a digital storefront page is depicted in the second image. The storefront introduces the customer to the business, and to the shopping and delivery options the business offers. Once a customer selects a shopping method, they are re-directed to the business's 3rd party e-commerce website to shop.














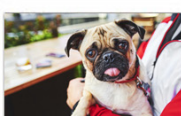
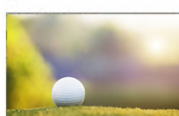

² Leads refer to clicks on a business's ecommerce platform from the SLK portal. Staff cannot track sales conversion once the consumer leaves the SLK platform. Across industries sales conversion rates average 2.35%. The top 25% are converting at 5.3% (WordStream 8/5/20). Staff anticipate being able to target a higher conversion rate because the metric measures click through to an ecommerce store, not a purchase conversion.


[SHOP KIRKLAND](#) [REGISTER BUSINESS](#) [FAQS](#) [ABOUT](#)   

Support your favorite locals

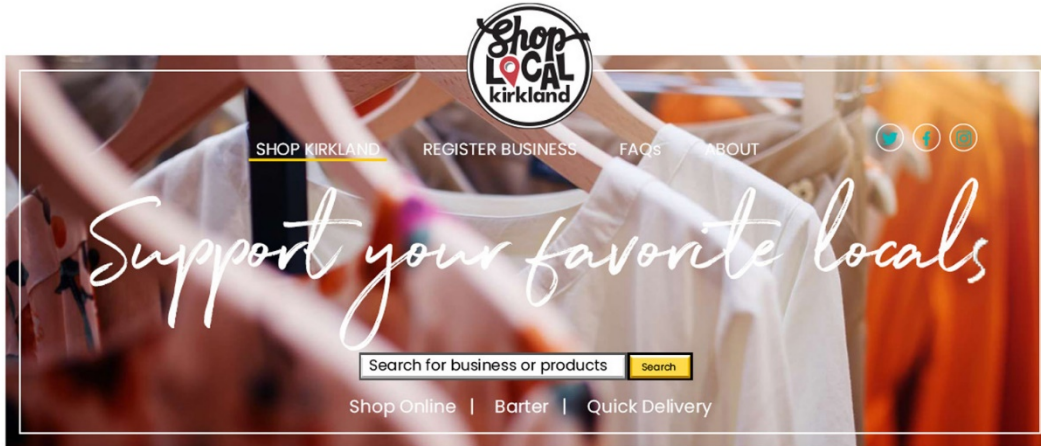
Shop Online | Barter | Quick Delivery

[LATEST LOCALS](#) [FARMERS' MARKETS](#) [ALL LOCALS](#)

 <p>Restaurant Colius Restaurants Since 1987 we have been offering Seattle inspired Southwestern, Mexican and...</p>	 <p>Cafe Urban Coffee Lounge Creating the cafe experience in Alki's neighborhood. One has been in and around...</p>	 <p>Restaurant The Black Pub & Grill Culinary space is simply stunning, best of the pricing and hospitality industry.</p>	 <p>Business Consultation Pittagatt Business Services Culinary space is simply stunning, best of the pricing and hospitality industry.</p>
 <p>Interior Design Sage and Stone Culinary space is simply stunning, best of the pricing and hospitality industry.</p>	 <p>Hair Salon Bele Marie Salon Culinary space is simply stunning, best of the pricing and hospitality industry.</p>	 <p>Massage Parlor Great Wall Spa Culinary space is simply stunning, best of the pricing and hospitality industry.</p>	 <p>Salon Bilions Culinary space is simply stunning, best of the pricing and hospitality industry.</p>
 <p>Shopping Center Richmond Town Center Culinary space is simply stunning, best of the pricing and hospitality industry.</p>	 <p>Pub Shanghai House Culinary space is simply stunning, best of the pricing and hospitality industry.</p>	 <p>Gym Anytime Fitness Culinary space is simply stunning, best of the pricing and hospitality industry.</p>	 <p>Dry Cleaning Arlo's Fine Dry Cleaning Culinary space is simply stunning, best of the pricing and hospitality industry.</p>
 <p>Retail Purpose Boutique Culinary space is simply stunning, best of the pricing and hospitality industry.</p>	 <p>Home Cleaning Cascade Maids Culinary space is simply stunning, best of the pricing and hospitality industry.</p>	 <p>Car Dealer FinW Luxury Cars Culinary space is simply stunning, best of the pricing and hospitality industry.</p>	 <p>Dry Cleaning Arlo's Fine Dry Cleaning Culinary space is simply stunning, best of the pricing and hospitality industry.</p>

		SHOP KIRKLAND	FAQ	FOLLOW US ON    425-867-3001 shoplocalbusinesssupport@kirklandwa.gov
		REGISTER BUSINESS	ABOUT	
		PRIVACY POLICY	TERMS OF USE	

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ShopLocalKirkland.com >> Cactus Restaurants

Category: Restaurant

Italian Bar & Grill

Since 1990 we have been offering Seattle Innovative Southwestern, Mexican and Spanish cuisine from our humble Italian Park restaurant. Home to Seattle's first tapas bar, we continue to innovate with seasonal menus, nightly specials and fresh cocktails. Join us for hand-crafted cocktails, daily happy hour, and the always exciting cuisines of the American Southwest and Mexico. Not "authentic", uniquely

Visit Us At: Kirk Ln, Kirkland, WA 98033

Choose your shopping method

Buy & Pickup	Buy & Ship
2 Hour Delivery	Barter



		SHOP KIRKLAND	FAQ	FOLLOW US ON
		REGISTER BUSINESS	ABOUT	
		PRIVACY POLICY	TERMS OF USE	ShopLocalKirkland@cityofkirkland.com

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KIRKLAND CITY COUNCIL MEETING MINUTES
September 15, 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. Sustainability Master Plan Briefing

Senior Planner David Barnes reviewed the Sustainability Master Plan for potential revisions to the draft plan and received Council comment and direction.

Council recessed for a break prior to the regular meeting.

4. HONORS AND PROCLAMATIONS

a. Eastside Welcoming Week Proclamation

Mayor Sweet asked Councilmember Pascal to present the proclamation.

5. COMMUNICATIONS

a. Announcements

b. Items from the Audience

Jenni Flinders
Kathy Richardson
Katya/David Allen
Sara Karimli
Liz Hunt
Wolfgang Kaehler

c. Petitions

6. PUBLIC HEARINGS

a. Proposed Revenue Sources

Mayor Sweet opened the public hearing. Director of Finance and Administration Michael Olson provided an overview of the projections and budget process. Testimony was provided by David Allen. No further testimony was offered and the Mayor closed the hearing.

7. SPECIAL PRESENTATIONS

a. Evergreen Hospital Medical Center Update

EvergreenHealth's Chief Operating Officer Christopher Bredeson and Chief Marketing, Communications & Customer Engagement Officer Kay Taylor shared information on current activities

b. COVID-19 Update

City Manager Kurt Triplett provided an update on COVID-19 related activities and events and responded to Council questions.

c. Resolution R-5434 Update

Assistant City Manager James Lopez reviewed the scope of current and planned work related to the legislation and responded to Council questions.

8. CONSENT CALENDAR

a. Approval of Minutes

(1) September 1, 2020

The minutes of the September 1, 2020 meeting were approved via approval of the consent calendar.

b. Audit of Accounts

Bills: \$3,229,257.30
Payroll: \$3,387,981.75
BOA ACH
SS902A checks #714399 - 714509
SS902B wire #216
SS902B wire #219
SS909A wire #217
SS909B checks #714510 - 714582
SS910A wire #213, 215
SS911A check #714583

- c. General Correspondence
- d. Claims
- e. Award of Bids
- f. Acceptance of Public Improvements and Establishing Lien Period
- g. Approval of Agreements
- h. Other Items of Business
 - (1) Resolution R-5447, entitled "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KIRKLAND ALLOCATING THE CITY'S PORTION OF COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUNDS FOR 2021."

The resolution was approved via approval of the consent calendar.
 - (2) July 2020 Financial Dashboard

The report was acknowledged via approval of the consent calendar.
 - (3) 2020 2nd Quarter Investment Report

The report was acknowledged via approval of the consent calendar.
 - (4) Procurement Report

The report was acknowledged via approval of the consent calendar.

Motion to Approve the consent calendar.

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

Vote: Motion carried 7-0

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

9. BUSINESS

- a. IT Stabilization Implementation Update #3

Information Technology Director Smitha Krishnan shared a current status report of technology systems.

Council recessed for a short break.

b. Impact Fee Study Update

Deputy City Manager Tracey Dunlap provided background for the study and introduced consultant FCS Group Managing Principal John Ghilarducci and Technical Task Manager Doug Gabbard, who briefed the Council on the preliminary results of the Park and Transportation impact fee updates.

c. Draft Market, Norkirk, and Highlands Neighborhood Plans & Draft Market Street Corridor Plan

Senior Planner Janice Coogan presented the Planning Commission's recommended draft plan amendments and received direction from the Council on suggested implementation ideas and tasks.

10. REPORTS

a. City Council Regional and Committee Reports

Councilmembers shared information regarding a Sound Cities Association Networking event; the Sound Cities Association Racial Equity and Justice Series webinars; the Sound Cities Association Public Issues Committee meeting; the 2020 GoGreen Virtual Conference; a virtual Kirkland Alliance of Neighborhoods (KAN) meeting; the Kirkland Chamber Fashion Show; the Moss Bay Neighborhood Association meeting; the King County Combined Transportation Boards meeting; an upcoming Water Resource Inventory Area (WRIA) 8 Salmon Recovery Council meeting; the upcoming City Hall for All event; the upcoming Bridging History and Story: Building the Next Chapter for Racial Equity event; a Washington Active Transportation Safety Council meeting; an upcoming King County Regional Transit Committee meeting; a Tourism Development Committee meeting; the upcoming Employee Appreciation Awards event; the upcoming Planning Commission interviews; Councilmember Nixon requested and received support for drafting a message of political tolerance; a legislative workgroup meeting with Washington State Senator Stanford and State Representatives Kloba and Slatter; an Eastrail Partnership announcement that REI and Facebook will be contributing towards the development of the Eastrail Corridor; Washington State House Transportation Committee Chair Jake Fey is having a listing tour for a potential transportation package; a King County Regional Water Quality meeting; an Association of Washington Large City Advisory Committee meeting; and a Cascade Water Alliance meeting.

b. City Manager Reports

City Manager Kurt Triplett reported on the upcoming Employee Appreciation Awards; a meeting with Sound Transit regarding the 85th Street Corridor connection to downtown Kirkland; and a meeting with King County Deputy Chief of Staff Shannon Braddock to discuss future meetings about the potential acquisition of an additional section of the rail corridor.

(1) Calendar Update

City Manager Kurt Triplett reported on a future update about the Solid Waste Northeast Transfer Station siting project; and Council requested a discussion of modifying restrictions on ground floor retail for the October 6th meeting.

11. ITEMS FROM THE AUDIENCE

None.

12. EXECUTIVE SESSION

a. Closed Session to Discuss Collective Bargaining

Mayor Sweet announced that the Council would enter into a closed session to discuss collective bargaining and would return to regular meeting at 11:45 p.m. for the purposes of adjournment only, which they did. Also attending were City Attorney Kevin Raymond, Human Resources Director Anh Hoang and Finance and Administration Director Michael Olson.

13. ADJOURNMENT

The Kirkland City Council regular meeting of September 15, 2020 was adjourned at 11:45 p.m.

Kathi Anderson, City Clerk

Penny Sweet, Mayor

KIRKLAND CITY COUNCIL SPECIAL MEETING

Minutes

September 17, 2020

1. CALL TO ORDER

Mayor Sweet called the Special Meeting of the Kirkland City Council to order at 5:30 p.m.

2. ROLL CALL

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

3. PLANNING COMMISSION INTERVIEWS

- a. Katya Allen
- b. Susan Busch
- c. Dallas Evans
- d. Jae Hill
- e. Aaron Jacobson
- f. Nikayla Rice

4. SELECTION AND APPOINTMENT OF TOURISM ADVISORY COMMITTEE, HUMAN SERVICES COMMISSION, AND PARK BOARD MEMBERS, AND PLANNING COMMISSION ALTERNATE

Following the Board and Commission interviews and discussion of the applicants' qualifications,

Deputy Mayor Arnold moved to appoint Katya Allen to the remainder of a one-year term ending 3/31/2021 on the Planning Commission, and to select Nikayla Rice as an alternate appointee to the Planning Commission should an additional vacancy arise prior to the start of the 2021 annual recruitment process. Councilmember Falcone seconded the motion.

Councilmember Nixon moved to divide the question. Deputy Mayor Arnold seconded the motion, which passed unanimously.

On the question to appoint Katya Allen to the term, the motion passed unanimously.

On the question to select Nikayla Rice as alternate, the motion passed on a 6 to 1 vote.

6. ADJOURNMENT

The September 17, 2020 Special Meeting of the Kirkland City Council was adjourned at 7:10 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 6, 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) Gayle Gray
9713 130th Avenue NE
Kirkland, WA 98033

Amount: \$ 17,000.00

Nature of Claim: Claimant states damages occurred in the form of physical injuries resulting from a trip and fall on the sidewalk located at 13031 NE 100th Street in Kirkland.

- (2) Gary Hwang
10514 NE 120th PL
Kirkland, WA 98034

Amount: TBD

Nature of Claim: Claimant states water damages occurred to residential property resulting from storm drain overflow.

- (3) Jeffery Pannell
6715 134th Ct. NE
Redmond, WA 98052

Amount: TBD

Nature of Claim: Claimant states damages occurred to their fence when blackberry bushes on adjacent property were trimmed.

- (4) Kimberly Sambrook
1811 10th St. W.
Kirkland, WA 98033

Amount: \$ 3,649.49

Nature of Claim: Claimant states damages occurred to their residential glass door resulting from Rose Point Lift Station construction project activities.

- (5) Brennen Smith
12512 98th Avenue NE
Kirkland, WA 98033

Amount: TBD

Nature of Claim: Claimant states damages occurred to their parked vehicle when a branch from a City owned tree fell on it.

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

**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 PE, Senior Project Engineer
Rod Steitzer PE, Capital Projects Manager
Julie Underwood, Interim Director of Public Works

Date: September 3, 2020

Subject: CROSS KIRKLAND CORRIDOR LIGHTING—AUTHORIZE GRANT PROCEDURES

RECOMMENDATION:

It is recommended that the City Council authorize the City Manager to enter into a form of agreement with the State's Recreation and Conservation Office (RCO) that will facilitate RCO providing the City with \$400,000 of grant funding for installing lighting on a segment of the Cross Kirkland Corridor, and also to legally bind the City to complete the project. The City Manager may be required to execute additional agreements to facilitate this grant.

By acting on this item under the Consent Calendar, the City Council is authorizing the City Manager to execute a grant agreement with the RCO that will provide grant funds to the City and also legally bind the City to complete the grant-funded project.

BACKGROUND DISCUSSION:

The City purchased the Cross Kirkland Corridor (CKC) in 2013. Subsequently, it developed a master plan for future improvements to the CKC. One of the identified improvements is to install lighting on the CKC.

A separate, major project along the CKC that is being advertised for bids presently is to build a non-motorized bridge that will span the intersection of N.E. 124th Street near Totem Lake Boulevard (the "Totem Lake Connector"). That bridge is designed to have pedestrian lighting.

Given that, the City acted on the opportunity to seek external funding to help pay for additional lighting along the CKC, particularly under the I-405 overpass. The proposal is to extend lighting from the southern end of the non-motorized bridge southwest along to CKC to 120th Avenue N.E. (see Attachment A, Vicinity Map).

The project will install light fixtures conforming to the Totem Lake Business District adopted standard (see Attachment B). Additional flood lighting will be provided in the underpass area for security and

safety (see image below). Staff will coordinate design and construction activities with WSDOT for work that is near and under the I-405 overpass.



This project is estimated to cost \$630,000 to design, construct, and manage. The \$400,000 grant that is the subject of this staff report was funded by the Legislature during the 2020 Session. The RCO requires certain procedures to affect the grant, including the authorization and execution of an Applicant Resolution/Authorization. The RCO requires its grant recipients to use the exact language RCO provides, though certain paragraphs that do not apply to a specific project are deleted from the executed document. Some of the \$400,000—estimated to be \$12,000—can be used for certain City project administration and

management costs.

Separately, the City applied for a grant from the Department of Commerce (Commerce) for this project. The Legislature also funded that grant during the 2020 Session, which will net \$194,000 to the City. The procedures for securing the Commerce grant are different and do not require City Council action at this time. In total, this project will receive \$594,000 in State grant funding. The remaining \$36,000 of funds needed is recommended to be provided from local transportation capital funds.

Table 1: Projected Expenses and Sources

Projected Expenses		
	Project—design, construction, and management	\$630,000
	Projected Total Expenses	\$630,000
Projected Source		
	RCO Grant—Construction	(\$400,000)
	Commerce Grant (<i>No City Council action needed now</i>)	(\$194,000)
	Local Transportation Capital Funds	(\$36,000)
	Projected Total Sources	(\$630,000)
	Projected Balance	-zero-

With approval to proceed by the City Council, the anticipated schedule is shown below:

Q4 2020	Q1 2021	Q2 2021	
Acquire Grant Funding, Contracting w Agency	Design, Contracting for CN	Construction, Close-Out	
	Totem Lake Connector Pre- Construction/ Mobilization	Totem Lake Connector - Construction	

NEXT STEPS:

With City Council approval, staff will execute related documents to secure this RCO grant.

Attachment A: Vicinity Map

Attachment B: Totem Lake Business District Light Standard
Resolution

This is project NMC 12500

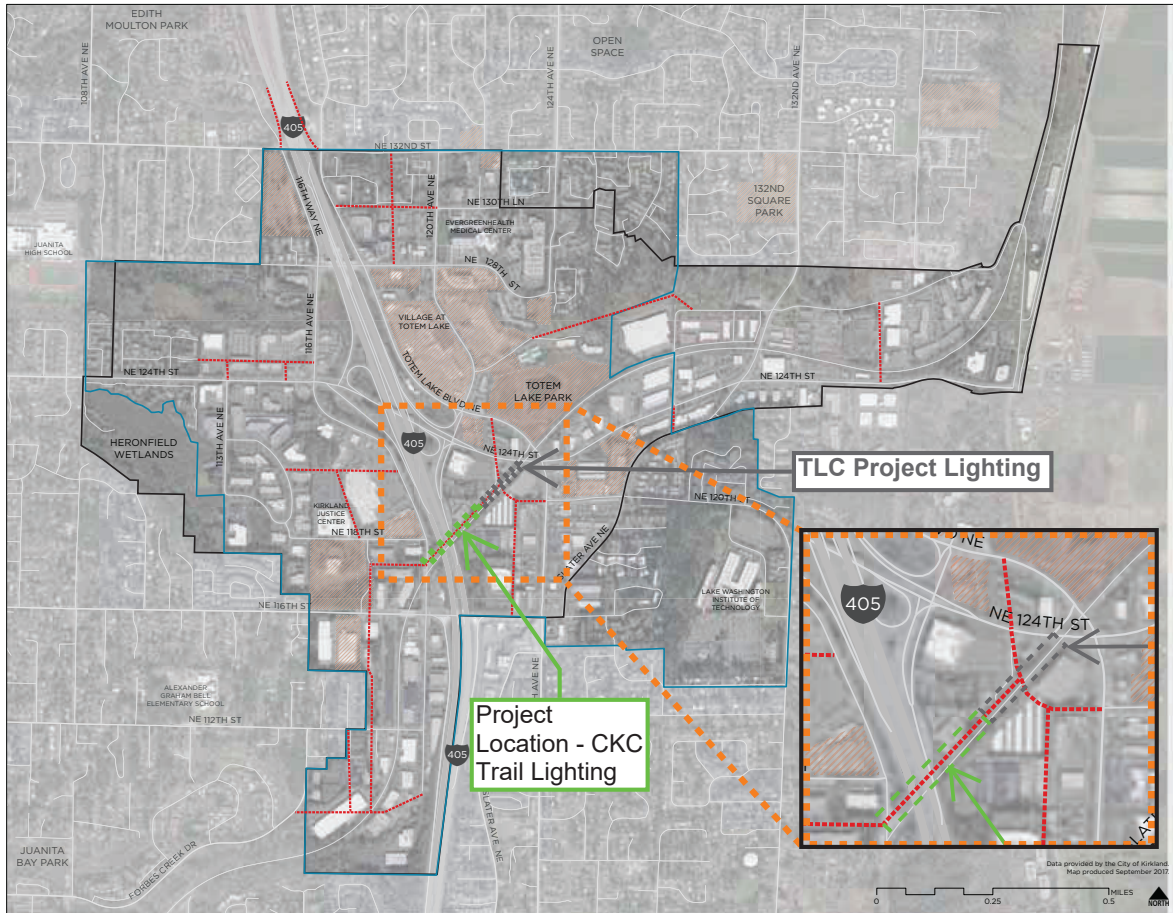
ATTACHMENT A VICINITY MAP

EXISTING CONDITIONS + PLANNED IMPROVEMENTS

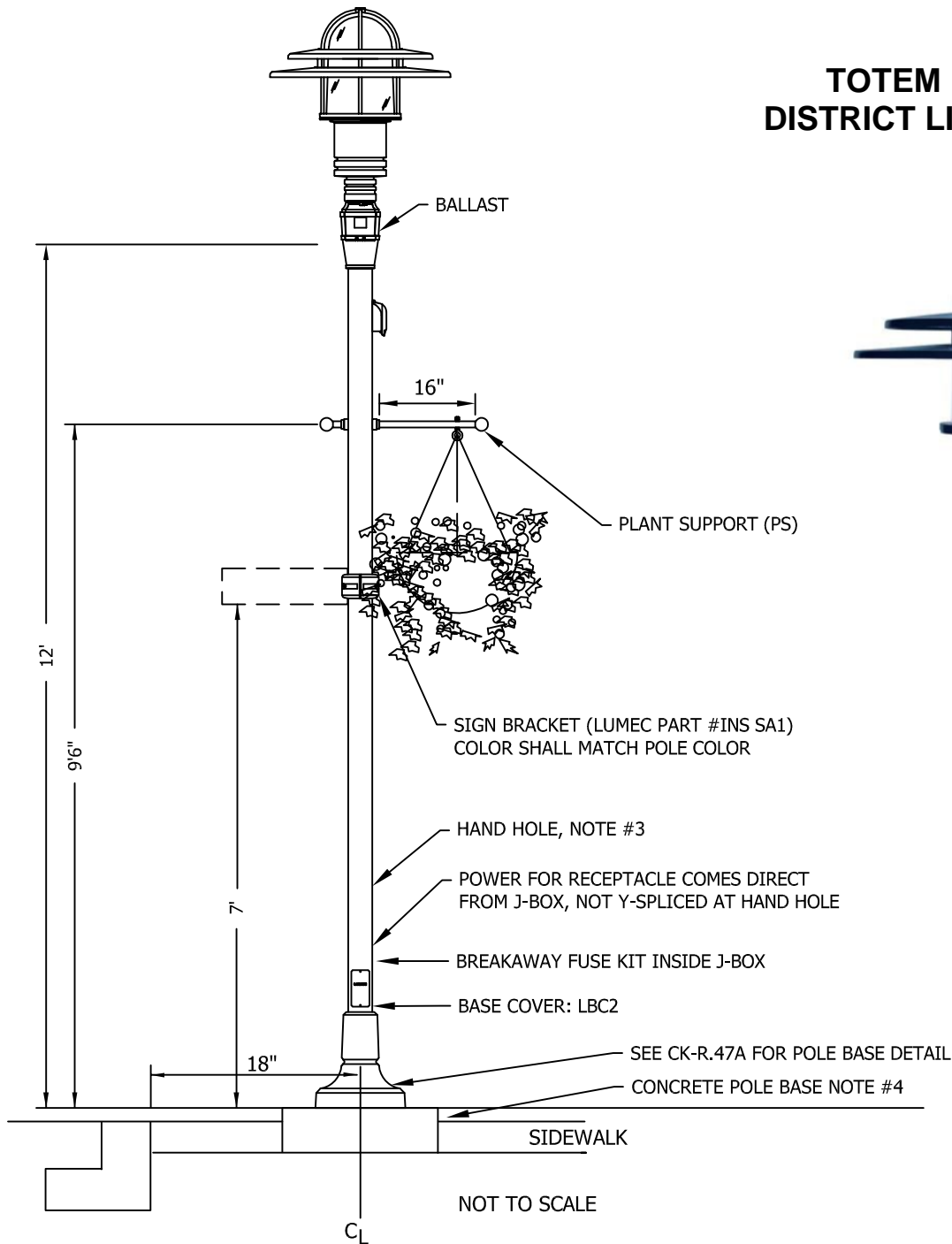
TOTEM LAKE URBAN CENTER
ENHANCEMENT+ MULTIMODAL
TRANSPORTATION NETWORK PLAN

AREA OVERVIEW

- - - - Possible New Street Connections
- Redevelopment Parcels
- Business District Boundary
- Urban Center Boundary



ATTACHMENT B TOTEM LAKE BUISNESS DISTRICT LIGHT STANDARD



NOTES:

1. INSTALL PHOTO ELECTRIC CELL (P.E.C.) ON LIGHTING CABINET. SEE CITY OF KIRKLAND INSPECTOR FOR PART NUMBERS OR EQUIVALENT. FACTORY INSTALLED P.E.C. IS NOT ACCEPTABLE.
2. THE ONLY CONNECTION MADE AT HAND HOLE IS THE POLE GROUNDING CONNECTION.
3. WITH SLOPED SIDE WALKS, THE POLE BASE MUST PROTRUDE ABOVE FINISHED GRADE SO THAT BASE COVER WILL SIT LEVEL.
4. PS ORIENTATION UNDERNEATH LIGHT UNLESS OTHERWISE DESIGNATED.
5. LIGHTS SHALL BE GENERALLY SPACED AT 60' ON CENTER.
6. ALL PEDESTRIAN LIGHTS SHALL HAVE 1 SIGN BRACKET.

CITY OF KIRKLAND	
PLAN NO. CK- R.47M	
	TOTEM LAKE PEDESTRIAN STREET LIGHT STANDARD

RESOLUTION R-5448

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.

1 WHEREAS, the City purchased the Cross Kirkland Corridor
2 ("CKC") in 2013 and subsequently developed the CKC Master Plan
3 to guide future development of the CKC, including the process of
4 improvements and upgrades to the trail; and

5
6 WHEREAS, with the upcoming project to construct a bridge
7 crossing near Totem Lake, the City recognizes the opportunity to
8 improve this section of the CKC with additional lighting, extending
9 the lighting south to 120th Ave NE ("Project"); and

10
11 WHEREAS, the Project will provide lighting and safety
12 improvements for the CKC underpass at I-405 which will improve
13 the user experience and increase public safety; and

14
15 WHEREAS, funding is available for the Project from the
16 RCO Recreation – Trails Account of the State of Washington,
17 administered by the Washington State Recreation and
18 Conservation Office ("RCO"); and

19
20 WHEREAS, this resolution/authorization authorizes the
21 person(s) identified below (in Section 2) to act as the authorized
22 representative/agent on behalf of our organization and to legally
23 bind our organization with respect to the above Project(s) for
24 which we seek grant funding assistance managed through the
25 Recreation and Conservation Office (Office); and

26
27 WHEREAS, grant assistance is requested by our
28 organization to aid in financing the cost of the Project referenced
29 above.

30
31 NOW, THEREFORE, be it resolved by the City Council of the
32 City of Kirkland as follows:

33
34 Section 1. Our organization has applied for or intends to
35 apply for funding assistance managed by the Office for the above
36 "Project(s)."

37
38 Section 2. Our organization authorizes the following
39 persons or persons holding specified titles/positions (and
40 subsequent holders of those titles/positions) to execute the

41 following documents binding our organization on the above
42 projects:

Grant Document	Name of Signatory or Title of Person Authorized to Sign
Grant application (submission thereof)	Lorri McKay – Intergovernmental Relations & Economic Development Manager
Project contact (day-to-day administering of the grant and communicating with the RCO)	Aaron McDonald – Senior Project Engineer, Public Works Department; Rod Steitzer – Capital Projects Manager, Public Works Department
RCO Grant Agreement (Agreement)	Tracey Dunlap – Deputy City Manager
Agreement amendments	Tracey Dunlap – Deputy City Manager
Authorizing property and real estate documents (Notice of Grant, Deed of Right or Assignment of Rights if applicable). These are items that are typical recorded on the property with the county.	N/A

43 The above persons are considered an “authorized
44 representative(s)/agent(s)” for purposes of the documents
45 indicated. Our organization shall comply with a request from the
46 RCO to provide documentation of persons who may be authorized
47 to execute documents related to the grant.

48
49 Section 3. Our organization has reviewed the sample RCO
50 Grant Agreement on the Recreation and Conservation Office’s
51 WEB SITE at: [https://rco.wa.gov/wp-](https://rco.wa.gov/wp-content/uploads/2019/06/SampleProjAgreement.pdf)
52 [content/uploads/2019/06/SampleProjAgreement.pdf](https://rco.wa.gov/wp-content/uploads/2019/06/SampleProjAgreement.pdf).

53 We understand and acknowledge that if offered an agreement to
54 sign in the future, it will contain an indemnification and legal
55 venue stipulation and other terms and conditions substantially in
56 the form contained in the sample Agreement and that such terms
57 and conditions of any signed Agreement shall be legally binding
58 on the sponsor if our representative/agent enters into an
59 Agreement on our behalf. The Office reserves the right to revise
60 the Agreement prior to execution.

61
62 Section 4. Our organization acknowledges and warrants,
63 after conferring with its legal counsel, that its authorized
64 representative(s)/agent(s) have full legal authority to act and sign
65 on behalf of the organization for their assigned role/document.

66
67 Section 5. Grant assistance is contingent on a signed
68 Agreement. Entering into any Agreement with the Office is purely
69 voluntary on our part.

70 Section 6. Our organization understands that grant policies
71 and requirements vary depending on the grant program applied
72 to, the grant program and source of funding in the Agreement,
73 the characteristics of the project, and the characteristics of our
74 organization.

75
76 Section 7. Our organization further understands that prior
77 to our authorized representative(s)/agent(s) executing any of the
78 documents listed above, the RCO may make revisions to its
79 sample Agreement and that such revisions could include the
80 indemnification and the legal venue stipulation. Our organization
81 accepts the legal obligation that we shall, prior to execution of the
82 Agreement(s), confer with our authorized
83 representative(s)/agent(s) as to any revisions to the project
84 Agreement from that of the sample Agreement. We also
85 acknowledge and accept that if our authorized
86 representative(s)/agent(s) executes the Agreement(s) with any
87 such revisions, all terms and conditions of the executed
88 Agreement shall be conclusively deemed to be executed with our
89 authorization.

90
91 Section 8. Any grant assistance received will be used for
92 only direct eligible and allowable costs that are reasonable and
93 necessary to implement the project(s) referenced above.

94
95 Section 9. Our organization acknowledges that if it receives
96 grant funds managed by the Office, the Office will pay us on only
97 a reimbursement basis. We understand reimbursement basis
98 means that we will only request payment from the Office after we
99 incur grant eligible and allowable costs and pay them. The Office
100 may also determine an amount of retainage and hold that amount
101 until all project deliverables, grant reports, or other responsibilities
102 are complete.

103
104 Section 10. This resolution/authorization is deemed to be
105 part of the formal grant application to the Office.

106
107 Section 11. Our organization warrants and certifies that
108 this resolution/authorization was properly and lawfully adopted
109 following the requirements of our organization and applicable laws
110 and policies and that our organization has full legal authority to
111 commit our organization to the warranties, certifications, promises
112 and obligations set forth herein.

113 Passed by majority vote of the Kirkland City Council in open
114 meeting this _____ day of _____, 2020.

115
116 Signed in authentication thereof this _____ day of
117 _____, 2020.

Penny Sweet, Mayor

Attest:

Kathi Anderson, City Clerk



MEMORANDUM

To: Kurt Triplett, City Manager

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

Date: September 24, 2020

Subject: NE 124th STREET/113th ANENUE NE PEDESTRIAN SAFETY ENHANCEMENTS—
AUTHORIZATION TO BID

RECOMMENDATION:

It is recommended that the City Council satisfy a federal requirement by authorizing staff to advertise for contractor bids for pedestrian safety enhancements at the intersection of NE 124th Street and 113th Avenue NE because of the federal funding in this project.

By taking action on this item under the Consent Calendar, the City Council is authorizing staff to advertise for contractor bids. This is project NMC0120200 in the CIP.

BACKGROUND DISCUSSION:

The intersection of NE 124th Street and 113th Avenue NE ("Intersection"), between 5 Guys Burgers & Fries and the Marriot, has a history of vehicle/pedestrian conflicts (see Attachment A, Maps). Presently, the signal at the Intersection gives north-to-east and south-to-west vehicular traffic permissive lefts (drivers see a green light but are supposed to yield to oncoming vehicles and crosswalk users before making a left turn) and there also are north/south crosswalk signals (see [Project website](#)). Some drivers wanting to make a left turn at the Intersection may have been more focused on looking for a break in oncoming vehicular traffic than noticing a user in the crosswalk.

This project will replace the permissive left signal with a protected left signal, thereby keeping left-turning vehicles stopped while time is allowed for crosswalk users to cross NE 124th Street. Elements of the project include replacing signal heads, adjusting signal timing and phase changes, and restriping the crosswalk.

Subsequent to adding this project to the CIP, the City applied for and was awarded a federal grant that will pay a significant portion of the project's cost. Originally, the project was thought to require the replacement of the existing signal poles and mast arms, signal bases, and related trenching for conduits. The total estimated cost of that project was \$750,000. This is the total project cost staff used in its grant application, and the grant awarded by the Federal Highway Safety Improvement Program was \$670,000. However, concurrent with the grant process staff initiated the design and coordinated with the Local Programs Office of the Washington State Department of Transportation (WSDOT). It was determined that the existing poles and mast

arms could be used and still meet WSDOT structural requirements, which saved the project several hundred thousand dollars.

This federal grant requires the legislative body to authorize staff to advertise for bids.

Funding and Projected Expenses

Because the existing poles and mast arms can be used, thus also eliminating the need for trenching, the revised engineer's estimate for construction is \$90,000. The total cost of the project, including an \$18,000 contingency, now is estimated to be \$370,000.

The Project is funded by a combination of federal and City funds, as shown below.

Table 1: Funding and Projected Expenses

Federal Grant	\$354,000
City Funding (REET 2)	\$16,000
Total Funds	\$370,000
Construction	(\$90,000)
Soft Costs	(\$262,000)
Contingency	(\$18,000)
Total Projected Expenses	(\$370,000)
Balance	-zero-

Though at present it seems the project will require roughly half of the grant that was awarded, the full amount is available to the City until the project is complete. So, were the bids to be high or something unforeseen to occur, the City can obligate additional grant funds. The City cannot use any of these grant funds on another project.

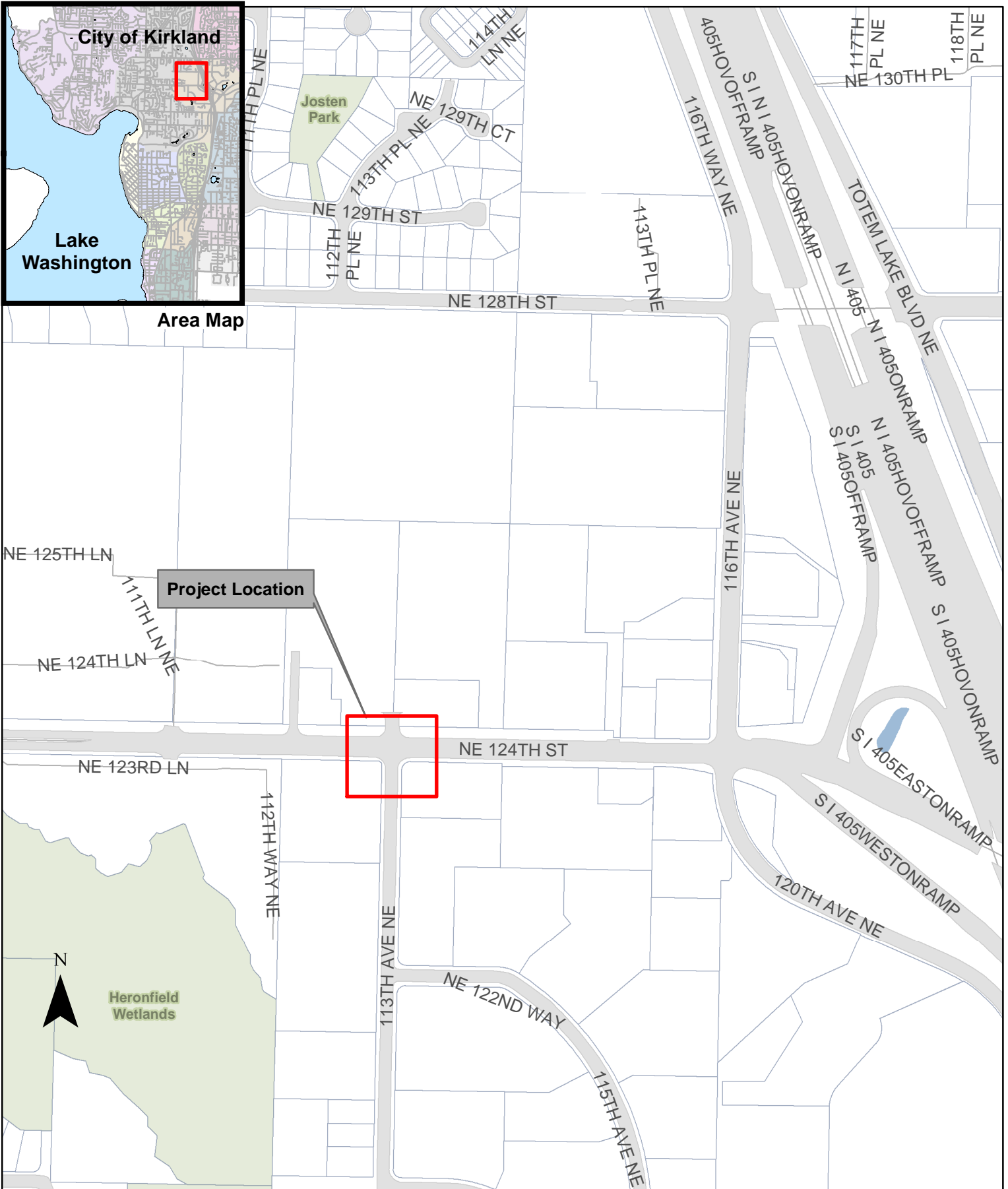
Compared to the construction estimate, soft costs appear high. This is because the design engineering included the development of alternative solutions, the project will require a fair amount of inspection, and a provision is made for project management. The amount shown for soft costs is a budget amount, and staff anticipates the actual amount will be less.

Next Steps

As federal process requires, WSDOT has approved the bid documents for advertisement and has established Disadvantaged Business Enterprises goals and training. If the Council authorizes the advertisement of bids, the bid opening would be near the end of October, with a Council award of bid anticipated for a November, 2020 meeting. Construction could begin as soon as December, 2020.

In advance of construction, staff will continue updating area residents and business owners of the coming work, including an informational flyer with project timelines and all pertinent contact information. Project information also will be provided on the website.

Attachment A: Vicinity Map with Area Map Inset



Vicinity Map

NE 124th Street and 113th Avenue NE
Crosswalk Upgrade





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: Dawn Nelson, Planning Manager
Adam Weinstein, Director of Planning and Building

Date: September 24, 2020

Subject: MAJOR DEVELOPMENT PROJECTS LIST

RECOMMENDATION

Receive the attached Major Development Projects list that shows the status of larger construction and land use permits throughout the City that are under construction or in the development pipeline.

BACKGROUND DISCUSSION

Historically, this list was presented to the Council Planning and Economic Development Committee but now will be presented quarterly to the full Council on the consent agenda. It is updated quarterly and posted on the [Development Activity page](#) of the City website. Individuals can sign up to receive email alerts when the list is updated.

The Major Development Projects list includes six categories:

- Projects under construction;
- Building permits issued, but construction hasn't begun;
- Building permit applications in review;
- Zoning permits approved, but no building permit application;
- Zoning permit applications in review; and
- Projects in pre-permit review.

The list is focused on new development and major additions for commercial, industrial, institutional, public and residential projects. It includes new or additional square footage and housing units for each project, aggregated by development stage category, and totaled for all categories. Smaller projects, like short plats involving less than 10 new single-family homes, are not included in the list because the resulting list would grow to a size that would be difficult to digest. Based on the current list, development activity is expected to continue to be robust in the foreseeable future.

ATTACHMENT

Major Development Projects List

1. Projects Under Construction

Project	Location	Neighborhood	Total Res. Units	Affordable Units	Office Sq. Ft.	Comm. Sq. Ft.	Inst. Sq. Ft.	Hotel Rms.	Planner
Totem Lake Park (I)	12031 & 12207 NE Totem Lk W	Totem Lake							Guter
Lake Washington High School Gymnasium Addition (IIB)	12033 NE 80th St	South Rose Hill					20,000		Leavitt
DRM Townhomes (I)	340 3rd Ave S	Moss Bay	3	N/A - Size					Aldridge III
Juanita Beach Park Bathroom (IA)	9703 NE Juanita Dr	Juanita					3,030		Geitz
Kirkland Way Mixed Use (DRB)	410 Kirkland Way	Moss Bay	171	17.1		20,000			Guter
Village @ Totem Lake Phase II - Retail pavilion (DRB)	12620 120th Ave NE	Totem Lake				1,112			Guter
5501 Lakeview Drive Office	5501 Lakeview Drive	Lakeview			46,075				Lauinger
5th Ave Townhomes	203 5th Ave	Norkirk	3	N/A - Size					Cilluffo
223 Office Bldg	223 10th St S	Everest			12,800				Guter
RD Homes Cottages (I)	11229 NE 116th St	Juanita	6	N/A - Size					Zike
Bartell's Mixed Use (DRB)	312 Central Way	Moss Bay	70	N/A - Zone		16,415			Leavitt
Aegis Assisted Living & Memory Care (DRB)	1006 Lake St. S.	Moss Bay	105	N/A - Zone		2,558			Lauinger
122nd Place Townhomes	7831 NE 122nd Pl	Finn Hill	16	1.6					LeRoy
Lake Washington High School Addition (IIB)**	12033 NE 80th St	South Rose Hill					64,500		Geitz
Jade Residences Apartments (DRB)	11903 NE 128th St	Totem Lake	135	14					Guter
1302 Market Office (ADR)	1302 Market St	Norkirk			9,298				LeRoy
Highland Residences	8803 112th Ave NE	Highlands	3	N/A - Size					Blake
Advance Mitigation Project	9816 Forbes Creek Dr	Juanita							Geitz
Lifebridge Project - Senior Housing (ADR)	11729 NE 118th St	Totem Lake	153	15.3					Lauinger
Kirkland Villas	7630 NE 122nd Ct	Finn Hill	33	3.1					Zike
Village @ Totem Lake Phase II - Residential (DRB)	12560 120th Ave NE	Totem Lake	650	N/A - Zone					Guter
Lifebridge Project - East Apartment Building (ADR)	11723 NE 117th Ct	Totem Lake	205	20.5					Lauinger
Lifebridge Project - West Apartment Building (ADR)	11721 NE 117th Ct	Totem Lake	204	20.4					Lauinger
Bridestone Subdivision & Rezone (IIB)	4604 116th Ave NE	Bride Trails	35	N/A - SF					Goble
Peter Kirk Elementary Rebuild (IIB)	1312 6th St	Norkirk					78,263		Leavitt
Juanita High School Rebuild (IIB)	10601 NE 132nd St	Juanita					217,000		Leavitt
Kirkland VII Townhomes (ADR)	1313 Market St	Market	9	1					Barnes
The Walk III	431 7th Ave S	Moss Bay	17	2					Lauinger
Lannar Apartments (DRB)	11811 NE 128th St	Totem Lake	339	34		6,000			Ruggeri
Vareze Residential (DRB)	11801 NE 116th St	Totem Lake	82	5					Leavitt
Village @ Totem Lake Phase II - Commercial (DRB)	12560 120th Ave NE	Totem Lake				86,787			Guter
Lifebridge Apartments & Senior Housing - 118th extension	11725 NE 118th St	Totem Lake							Lauinger
Verdant Duplexes	7845 NE 122nd Pl	Finn Hill	10	1					LeRoy
Scriverich PUD (IIB)	11431 NE 116th St	South Juanita	27	N/A - SF					Barnes
9040 Juanita Apartments	9040 Juanita Drive	Finn Hill	12	2					Leavitt
Lakeview Hotel	10830 NE 68th St	Everest				600		10	Geitz
Subtotal:			2,288	137.0	68,173	133,472	382,793	10	

2. Building Permits Issued; No Construction

Project	Location	Neighborhood	Units	Affordable Units	Office Sq. Ft.	Comm. Sq. Ft.	Inst. Sq. Ft.	Hotel Rooms	Planner
SRMKCCA Office Bldg	509 6th St S	Everest			136,000				Lauinger
Mark Twain Elementary School Addition (IIB)	9525 130th Ave NE	North Rose Hill					12,000		Leavitt
Rose Hill Elementary School Addition (IIB)	8044 128th Ave NE	South Rose Hill					29,500		Leavitt
Ben Franklin Elementary School Addition (IIB)	12434 NE 60th St	Bride Trails					20,500		Leavitt
Fire Station 24 Replacement	9824 NE 132nd St	Juanita					12,000		Anderer
Ford of Kirkland - Surface Parking Expansion	11680 Slater Ave NE	North Rose Hill							Leavitt
Simonds Road Plat (IA)	9527 NE 144th Pl	Finn Hill	12	N/A - SF					Barnes
Kirkland Urban South Parking Garage (DRB)	200 Peter Kirk Ln	Moss Bay							Guter
8th Street Office	620 5th Ave S	Everest			49,147				Lauinger
Hauge Commercial Building (ADR)	11834 NE 90th St	North Rose Hill				4,800			
Totem Lake Retail (ADR)	12700 116th Ave NE	Totem Lake				6,450			Leavitt
Subtotal:			12	0.0	185,147	11,250	74,000	0	

3. Building Permit Applications In Review

Project	Location	Neighborhood	Units	Affordable Units	Office Sq. Ft.	Comm. Sq. Ft.	Inst. Sq. Ft.	Hotel Rooms	Planner
Plaza at Yarrow Bay Pavilion	10220 NE Points Dr	Lakeview				1,865			Leavitt
Brink Park Shoreline Renovation	555 Lake St S	Moss Bay							Anderer
132nd Square Park Restroom	13101 NE 132nd St	Kingsgate					600		Anderer
Instyle Mixed Use Building	13604 100th Ave NE	Juanita	21	2.1		4,859			Blake
Continental Divide Mixed Use (DRB)	8505 132nd Ave NE	North Rose Hill	135	13.5	7,500				Leavitt
Webb Building Renovation (DRB)	89 Kirkland Ave	Moss Bay							Blake
112 Lake Street South Mixed Use (DRB)	112 Lake St S	Moss Bay	140	N/A - Zone		5,000			Blake
Moss Bay Shell Car Wash (ADR)	406 Central Way	Moss Bay							Blake
Woodlands Reserve Townhomes	12236 & 12246 Juanita Dr NE	Finn Hill	31	2.6					Lauinger
Kirkland Urban South Mixed Use (DRB)	200 Peter Kirk Ln	Moss Bay			250,000	60,000			Guter
Totem Lake Connector Ped. Bridge (I)	124th/124th	Totem Lake							Guter
Orcas Moon Cottages (IA)	104xx Forbes Creek Dr	Juanita	14	1					Lauinger
Rairdon Fial Parking Expansion (IIB)	13110 NE 126th St	Totem Lake							Barnes
Subtotal:			341	19.2	257,500	71,724	600	0	

4. Zoning Permit Approved-No Building Permit Application

Project	Location	Neighborhood	Units	Units	Office Sq. Ft.	Comm. Sq. Ft.	Inst. Sq. Ft.	Rooms	Planner
Emerald Mixed Use (DRB)	10930 116th Ave NE	Totem Lake	130	13	16,000				Leavitt
Arco AM/PM Rebuild (ADR)	11450 NE 124th St	Totem Lake				2,600			Lauinger
Evolve Waterfront Condos (I)	6211 Lake Wa Blvd	Lakeview	9	N/A - Zone					Lauinger
1009 Market Office Variance (IA)**	1009 Market St	Market			5,387				Leavitt
Northwest University Master Plan (IIB)	5520 108th Ave NE	Central Houghton					175,060		Leavitt
BDR Kirkland 14 Townhomes (ADR)	207 8th Ave West	Market	6	0.6					LeRoy
Madison Rose Hill Mixed Use (DRB)	12040 NE 85th St	North Rose Hill	870	87		84,000			Leavitt
Astronics (IIB)	12960 141st Ave NE	Totem Lake			133,800				Barnes
Holy Family Master Plan - parking, play areas, church expansion (IIB)	7355 120th Ave NE	South Rose Hill					3,322		Leavitt
Subtotal:			1,015	100.6	155,187	86,600	178,382	0	

5. Zoning Permit Applications Under Review

Project	Location	Neighborhood	Units	Units	Office Sq. Ft.	Comm. Sq. Ft.	Inst. Sq. Ft.	Rooms	Planner
Slater Mixed Use (DRB)	12055 Slater Ave NE	Totem Lake	486	48.6		20,041			Leavitt
Rose Hill Mixed Use (ADR)	13021 & 13027 NE 85th St	South Rose Hill	10	N/A - Zone		4,270			Lauinger
100th Avenue NE Corridor Improvements (I)	NE 132nd St to NE 145th St	Juanita							Anderer
503 2nd Ave S Townhomes (I)	503 2nd Ave S	Moss Bay	12	1.2					Duffy
132nd Square Park Field Improvements & Surface Water Facility (SEPA)	13101 NE 132nd St	Kingsgate							Anderer
Houghton Office (DRB)	8700 108th Ave NE	Houghton			8,700				Blake
PSE Sannamish-Juanita 115 kV (IA)	Totem Lake-Juanita	Totem Lake/Juanita							Anderer
Mirra Townhomes (DRB)	203 1st Ave S	Moss Bay	22	N/A - Zone					Blake
Railway Office Building	299 8th St S	Everest			28,000				LeRoy
Zylstra Office Building	229 & 301 8th St S	Everest			35,000				LeRoy
Subtotal:			530	49.8	71,700	24,311	0	0	

6. Projects in Pre-Permit Review

Project	Location/Description	Neighborhood	Units	Units	Office Sq. Ft.	Comm. Sq. Ft.	Inst. Sq. Ft.	Rooms	Planner
Totem Lake South	12233 NE Totem Lake Way	Totem Lake	247	25					Lauinger
Rairdon Dodge Chrysler Jeep Service Center Tenant Improvement	12440 128th Ln NE	Totem Lake							Leavitt
Wu Property Short Plats	89th Pl NE & NE 121st St	Finn Hill	15	N/A - SF					Duffy
Grata @ Totem Lake	12410 NE Totem Lake Way	Totem Lake	115	11.5					Lauinger
Northrup Way Multifamily	10426 Northrup Way	Lakeview	125	N/A - Zone					Leavitt
NE 75th Street Cottages	12029 NE 75th St	South Rose Hill	7	N/A - Size					Duffy
9049 Juanita Drive Townhomes	9049 NE Juanita Drive	Finn Hill	9	1					LeRoy
Lee Johnson Car Dealership	12545 135th Ave NE	Totem Lake							Leavitt
Car Dealer Vehicle Storage Structure	12633 Willows Rd NE	Totem Lake							Leavitt
4th Avenue Townhomes	453 4th Ave S	Moss Bay	3	N/A - Size					Aldridge III
99th Place Townhomes	11438 99th Pl NE	Juanita	6	0.6					Anderer
Koh Apartments	11929 100th Ave NE	Juanita	7	0.6					Goble
Sound Transit Kingsgate Park & Ride Garage	13001 116th Way NE	Totem Lake							Cilluffo
5th Avenue Condos	315 & 321 5th Ave	Norkirk	12	1.2					Duffy
Crescent Lighting Rosehill	12631 NE 85th St	South Rose Hill	275	27.5		14,000			Leavitt
Sea Dental Care	916 Market St	Norkirk	1		1,800				LeRoy
1720 Market St Townhomes	1720 Market St	Market	8						Cilluffo
Transforming Age Senior Housing	11853 97th Ave NE	Juanita	84						Lauinger
Mainstreet Office	12217 NE 116th St	North Rose Hill			18,620				Leavitt
4635 Condos	4635 Lake Wa. Blvd.	Lakeview	6						Blake
Cadence Retail	9950 NE 132nd St	Juanita				5,700			Lauinger
Senderos Townhomes	13220 NE 126th Place	Totem Lake	60	6					Leavitt
Alco Mixed Use	12335 120th Ave NE	Totem Lake	395	40		34,242			Geitz
Subtotal			1,375	113.4	20,420	53,942	0	0	

SUMMARY:

	Residential Projects (Units)	Affordable Units	Office Projects (Sq. Ft.)	Commercial Projects (Sq. Ft.)	Institutional Projects (Sq. Ft.)	Hotel Projects (Rooms)
1. Under Construction	2,288	137.0	68,173	133,472	382,793	10
2. Building Permits Completed; No Construction	12	0.0	185,147	11,250	74,000	0
3. Building Permit Appl. In Review	341	19.2	257,500	71,724	600	0
4. Zoning Permit Approved, No Building Permit Application	1,015	100.6	155,187	86,600	178,382	0
5. Zoning Permit Appl. Under Review	530	49.8	71,700	24,311	0	0
6. Projects in Pre-Permit Review	1,375	113.4	20,420	53,942	0	0
TOTAL	5,561	420.0	758,127	381,299	636,775	10

New items highlighted with red text.

** Indicates City Council decision or that the permit has been appealed to City Council

Prefixes/Processes Index:

- (I) - Process I: Planning Director decision, appealable to the Hearing Examiner
- (I*) - Process I: Planning Director decision, appealable to the City Council
- (IA) - Process IA: Hearing Examiner decision, appealable to the City Council
- (IIB)** - Process IIB: Hearing Examiner hearing, City Council decision
- (ADR) - Administrative Design Review, Planning Official decision - not appealable
- (DRB) - Design Review Board decision, appealable to the Hearing Examiner



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: Michael Olson, Director of Finance and Administration
Carol Wade, Senior Accountant

Date: August 20, 2020

Subject: 2019 ANNUAL TRANSPORTATION AND PARK IMPACT FEES REPORT

RECOMMENDATION:

Council accept the 2019 Annual Transportation and Park Impact Fee Report. By approving the consent calendar the Council accepts this report.

BACKGROUND DISCUSSION:

RCW 82.02.070 related to impact fees provides that: "Annually, each county, city or town imposing impact fees shall provide a report on each impact fee account showing the source and amount of all moneys collected, earned, or received and system improvements that were financed in whole or in part by impact fees." This report is presented to the City Council in response to that requirement.

The City began collecting impact fees for transportation in June 1999 and for parks in August 1999. Although impact fees are not required to be tracked and applied to projects by zones per the ordinances, impact fees are being tracked by zones for administrative purposes (see Attachment C for map). Tracking the collection and subsequent transfer of impact fees helps to analyze what area(s) of the City development is occurring in and how funding of future capacity projects is related to the amount of development. On June 1, 2011, the North zone was added due to the annexation of the new neighborhoods.

During 2019, \$2,831,192 in transportation impact fees and \$2,241,344 in park impact fees were collected. Attachment A summarizes the 2019 impact fee collections by zone.

The Southwest zone collected 50% of 2019 impact fees with \$2,536,901 for multi-family/non-residential. The largest contribution in the Southwest zone was from MRM Kirkland LLC, in the amount of \$1,229,517 collected for the development adjacent to Kirkland Urban. The North zone received the most single-family residential contributions totaling \$667,335. Of that total, \$87,309 was contributed by Hultquist Homes for development of The Reserve at Finn Hill.

Since June 1, 2010, the Kirkland Municipal Code has provided for the optional deferral of impact fees for single family residences until sale of the property rather than at building permit issuance

to assist with economic development. The KMC was amended again as of May 7, 2013, extending the deferral date indefinitely and on November 17, 2015 the deferral was made permanent and the language was updated to be consistent with State legislation passed in 2015. A lien is filed against the title to the property and impact fees are paid upon closing of the sale of property. As of December 31, 2019, the City had two applicants deferring transportation impact fees of \$9,475 and park impact fees of \$8,117.

Attachment B is a cumulative report showing total transportation and park impact fees collected by zone since inception. The Southwest zone accounts for 33% of the impact fees collected to date totaling \$13,383,573. The North zone new neighborhood has generated \$3,241,498 transportation impact fees and \$2,453,782 park impact fees for a total of \$5,695,280.

The table below shows collections over the last eight years.

Year	Transportation	Parks
2012	\$1,192,687	690,487
2013	\$1,332,206	714,395
2014	\$2,347,606	1,029,793
2015	\$1,225,155	1,210,274
2016	\$3,828,030	1,192,450
2017	\$1,158,801	936,279
2018	\$4,185,237	6,290,253
2019	\$2,831,192	2,241,344

Beginning January 1, 2017, both Transportation and Park impact fees were indexed to provide for automatic fee increases each January 1st based on the June to June Seattle-Tacoma-Bremerton Area Consumer Price Index. On January 1, 2018, Transportation and Park impact fees increased by 3%. There was no change in rates for 2019, but the 2020 rates were adjusted to include CPI increases of 3.6% for 2019 and 1.7% for 2020.

At year-end 2019, the impact fee fund balance after transfers to fund CIP projects and debt was \$5,761,954 (\$124,940 for transportation and \$5,637,014 for parks). The City's practice is to allocate impact fee-related revenues to qualifying capital projects in the order that they are received (i.e., first-in, first-out). Note that the Washington State Legislature extended the time period to expend impact fees to ten years from collection date. The City Council amended the Kirkland Municipal Code to reflect that change on September 20, 2011.

Impact fees programmed into the revised 2019-2024 CIP total \$14.09 million in transportation and \$15.74 million in parks for a total of \$29.83 million in combined Impact Fees. The [CIP Document](#) is located in the Budget and Finance section of the Finance and Administration Department on the City's web page.

The following table shows impact fee revenues expended on projects and debt service payments since 1999.

Year	Project Name (Project Number)		Transportation	Parks
1999 through 2016			\$11,772,130	\$5,002,072
2017	NE 116th St Crosswalk Upgrade	CNM0012001	150,000	
	NE 124th St/124th Ave Pedestrian Bridge	CNM0086100	231,400	
	Juanita Drive Quick Wins	CNM0090000	200,000	
	124th Avenue NE Sidewalk Improvement	CNM0095000	25,080	
	Citywide Greenways - NE 75th Street	CNM0113001	200,000	
	124th Ave NE Roadway Improvement	CST0059101	161,500	
	100th Ave NE Corridor	CST0083000	(206,822)	
	NE 124th St/124th Ave Intersection	CTR0091101	53,900	
	NE 116th/124th NE Northbound Dual Left Turn	CTR0092000	318,600	
	NE 132nd St/116th Way Intersection	CTR0098000	100,000	
	Totem Lake Intersection Improvement	CTR0122000	2,199,600	
	Play Area Enhancements	CPK0066000		10,000
	Totem Lake Park Master Plan	CPK0139200		100,000
2018	NE 124th St/124th Ave Pedestrian Bridge	NMC0861000	2,968,600	
	124th Avenue NE Sidewalk Improvement	NMC0950000	325,000	
	NE 116th/124th NE Northbound Dual Left Turn	TRC0920000	116,400	
	NE 132 St/Juanita High School Access	TRC0930000	113,854	
	2018 Park Play Area Enhancements	PKC0660018		10,000
	Totem Lake Park Master Plan/Phase 1	PKC1390200		914,000
	Parks Maintenance Center	PKC1470000		122,500
2019	NE 52nd Street Sidewalk CKC Connection	NMC0070000	(339)	
	NE 124th St/124th Ave Pedestrian Bridge	NMC0861000	400,000	
	Citywide School Walk Route Enhancements	NMC0870000	420,000	
	Juanita Drive Quick Wins	NMC0900000	(27,360)	
	124th Avenue NE Sidewalk Improvement	NMC0950000	400,000	
	Totem Lake Roadway Repair	STC0060517	845,000	
	100th Ave NE (North Section)	STC0831300	1,204,500	
	100th Ave NE (Mid-North)	STC0831400	1,006,500	
	NE 132 St/Juanita High School Access	TRC0930000	400,000	
	100th Ave NE/Simonds Road	TRC1350000	625,850	
	100th Ave NE/NE 145 Street	TRC1360000	661,850	
	Neighborhood Park Land Acquisition	PKC1333000		918,000
	Totem Lake Park Master Plan/Phase 1	PKC1390200		3,285,200
	Parks Maintenance Bldg Design Services	PKC1471000		400,000
Total impact fee revenues transferred to projects through 2019*			\$24,665,244	\$10,761,772
Impact fees collected through 2019			24,107,590	16,005,565
Interest accrued through 2019			682,593	393,221
Total impact fee collections and interest			\$24,790,183	\$16,398,786
Impact fee balance			\$124,940	\$5,637,014

* Includes transfer of interest on impact fee balances

Attachments (3)

cc: Julie Underwood, Interim Public Works Director
John Burkhalter, Development Eng Manager
Mary Gardocki, Parks Planning & Dev Manager
Sri Krishnan, Deputy Director Finance & Admin

Rod Steitzer, Capital Projects Manager
Lynn Zwaagstra, Parks & Community Services Director
Adam Weinstein, Planning & Building Director

City of Kirkland
2019 Impact Fee Report - Summary

Zone Collected	Amount Collected	
	Transportation	Parks
East - Zone 4		
Multi-Family/Non-Residential	\$232,254	\$0
Single Family Residential	\$204,721	\$154,216
Subtotal East - Zone 4	\$436,975	\$154,216
North - Zone 5		
Multi-Family/Non-Residential	\$28,386	\$28,512
Single Family Residential	\$375,200	\$292,135
Subtotal North - Zone 5	\$403,586	\$320,647
Northeast - Zone 3		
Multi-Family/Non-Residential	\$285,781	\$505,590
Single Family Residential	\$5,533	\$4,168
Subtotal Northeast - Zone 3	\$291,314	\$509,758
Northwest - Zone 2		
Multi-Family/Non-Residential	\$80,920	\$8,504
Single Family Residential	\$78,237	\$54,518
Subtotal Northwest - Zone 2	\$159,157	\$63,022
Southwest - Zone 1		
Multi-Family/Non-Residential	\$1,428,726	\$1,108,175
Single Family Residential	\$111,435	\$85,526
Subtotal Southwest - Zone 1	\$1,540,161	\$1,193,701
Total Collected - All Zone	\$2,831,192	\$2,241,344

**City of Kirkland
Cumulative Impact Fee Report - Summary**

1999-2019

Zone Collected	Amount Collected	
	Transportation	Parks
East - Zone 4		
Multi-Family/Non-Residential	\$2,256,764	\$360,381
Single Family Residential	\$2,128,326	\$1,849,974
Subtotal East - Zone 4	\$4,385,090	\$2,210,355
North - Zone 5		
Multi-Family/Non-Residential	\$727,684	\$172,794
Single Family Residential	\$2,513,814	\$2,280,988
Subtotal North - Zone 5	\$3,241,498	\$2,453,782
Northeast - Zone 3		
Multi-Family/Non-Residential	\$4,710,235	\$5,317,413
Single Family Residential	\$30,084	\$16,961
Subtotal Northeast - Zone 3	\$4,740,319	\$5,334,374
Northwest - Zone 2		
Multi-Family/Non-Residential	\$1,666,349	\$592,934
Single Family Residential	\$1,107,928	\$996,952
Subtotal Northwest - Zone 2	\$2,774,277	\$1,589,886
Southwest - Zone 1		
Multi-Family/Non-Residential	\$7,909,823	\$3,463,692
Single Family Residential	\$1,056,583	\$953,476
Subtotal Southwest - Zone 1	\$8,966,405	\$4,417,168
Total Collected - All Zone	\$24,107,590	\$16,005,565



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: Michael Olson, Director of Finance & Administration
 Chip Corder, Temporary 2021-2022 Budget Development Staff
 Robby Perkins-High, Senior Financial Analyst
 Kevin Lowe Pelstring, Budget Analyst

Date: September 18, 2020

Subject: August 2020 Sales Tax Revenue

Background

The Financial Planning Division prepares a monthly sales tax revenue memo analyzing monthly and year-to-date activity by business sector, forecasting sales tax revenue in the current year, and tracking key economic indicators to provide additional context for the state of the economy. The general retail sales tax is the City's largest single revenue source, accounting for 19 percent of total budgeted revenues in the General Fund and funding, along with property tax and utility taxes, public safety and other general government (i.e., non-utility) services. It is also more sensitive to economic cycles than other tax revenues. Accordingly, it is monitored closely by staff—even more so given the economic disruption and uncertainty caused by COVID-19.

There is a two-month lag between when sales tax is generated and when it is distributed to the City by the Washington State Department of Revenue (DOR). Accordingly, August sales tax revenue relates to June retail activity in Kirkland.

August 2020 vs. August 2019

Business Sector Group	August		Dollar Change	Percent Change	Percent of Total	
	2019	2020			2019	2020
Services	355,452	359,661	4,209	1.2%	13.5%	15.2%
Contracting	755,850	633,999	(121,851)	-16.1%	28.7%	26.8%
Communications	36,880	37,771	891	2.4%	1.4%	1.6%
Retail:						
Auto/Gas Retail	545,916	424,668	(121,248)	-22.2%	20.8%	18.0%
Gen Merch/Misc Retail	221,646	243,013	21,367	9.6%	8.4%	10.3%
Retail Eating/Drinking	179,270	132,101	(47,169)	-26.3%	6.8%	5.6%
Other Retail	279,623	285,847	6,224	2.2%	10.6%	12.1%
Wholesale	104,498	127,200	22,702	21.7%	4.0%	5.4%
Miscellaneous	152,866	119,516	(33,350)	-21.8%	5.8%	5.0%
Total	2,632,001	2,363,776	(268,225)	-10.2%	100%	100%

Comparing August 2020 to August 2019, sales tax revenue is down \$268,225 (10.2 percent).

Looking at business sectors, **the most significant growth occurred in Wholesale (up \$22,702, or 21.7 percent) and General Merchandise/Miscellaneous Retail (up \$21,367, or 9.6 percent).**

Noteworthy declines occurred in Contracting (down \$121,851, or 16.1 percent), Auto/Gas Retail (down \$121,248, or 22.2 percent), Retail Eating/Drinking (down \$47,169, or 26.3 percent), and Miscellaneous (down \$33,350, or 21.8 percent), which primarily encompasses finance & insurance, real estate, and manufacturing.

YTD 2020 vs. YTD 2019

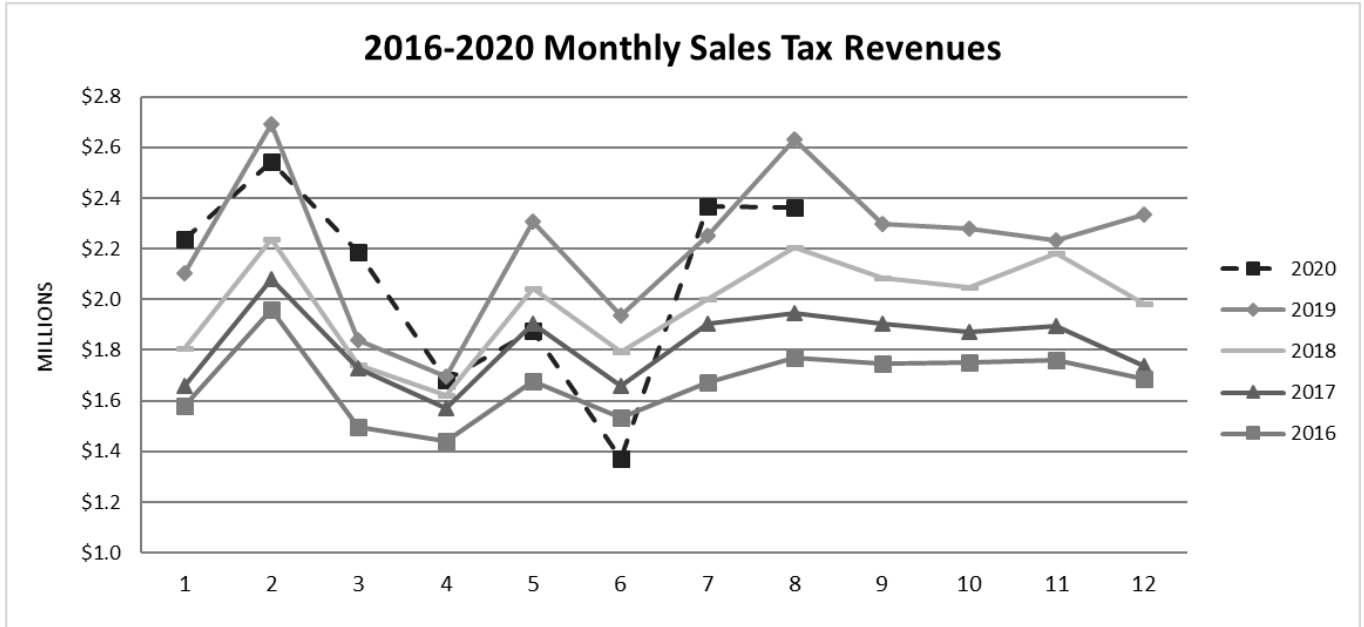
Business Sector Group	YTD		Dollar Change	Percent Change	Percent of Total	
	2019	2020			2019	2020
Services	2,214,049	2,363,028	148,979	6.7%	12.7%	14.2%
Contracting	4,252,234	4,394,861	142,627	3.4%	24.4%	26.4%
Communications	547,177	324,806	(222,371)	-40.6%	3.1%	2.0%
Retail:						
Auto/Gas Retail	3,434,214	2,915,641	(518,574)	-15.1%	19.7%	17.5%
Gen Merch/Misc Retail	1,748,338	1,851,410	103,073	5.9%	10.0%	11.1%
Retail Eating/Drinking	1,211,448	973,602	(237,846)	-19.6%	6.9%	5.9%
Other Retail	2,042,739	2,198,296	155,558	7.6%	11.7%	13.2%
Wholesale	768,769	746,993	(21,776)	-2.8%	4.4%	4.5%
Miscellaneous	1,239,445	867,057	(372,388)	-30.0%	7.1%	5.2%
Total	17,458,413	16,635,695	(822,718)	-4.7%	100%	100%

Comparing 2020 to 2019, year-to-date (YTD) sales tax revenue is down \$822,718 (4.7 percent). However, 2019 includes two large back tax payments totaling \$458,733 from the Communications and Miscellaneous business sectors. **Factoring out these one-time payments, YTD sales tax revenue is down 2.1 percent relative to the same period in 2019.**

Looking at business sectors, **the most significant growth occurred in 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).** The growth in Other Retail has been led by the Electronics and Health & Personal Care sub-sectors. Within Services, the growth has been concentrated in the Administration & Support, Professional Scientific, and Publishing Services sub-sectors.

Noteworthy declines occurred in 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). Most of the drop in Auto/Gas Retail is primarily due to a \$410,305 (83.5 percent) decline in May 2020 (for March retail activity) versus May 2019. The significant decreases in Miscellaneous and Communications respectively relate to back tax payments of \$248,522, which was received in February 2019, and \$210,211, which was received in July 2019. Retail Eating/Drinking is down due to the Governor's stay-at-home order, which was in effect from March 25th to May 31st, and social distancing requirements, which limit the number of customers that can be served.

The chart below shows Kirkland's monthly sales tax revenue through August 2020 compared to the prior four years.



“What If” Forecast Scenarios (2020 Only)

Given the high level of economic uncertainty for the balance of the year, three “what if” forecast scenarios are provided in the following table for 2020 sales tax revenue. Note that the 2020 budget of \$23,130,166 reflects the City’s two-year sales tax lag policy (2020 budget = 2018 estimate).

“What If” Scenario	2020 Forecast	2020 Budget	Surplus (Deficit)	Staff Forecast Assessment
2020 forecast is 5% below 2019 actual*	\$25,262,146	\$23,130,166	\$2,131,980	Likely
2020 forecast is 10% below 2019 actual*	\$23,932,560	\$23,130,166	\$802,394	Pessimistic
2020 forecast is 15% below 2019 actual*	\$22,602,973	\$23,130,166	(\$527,193)	Very pessimistic

*2019 actual sales tax revenue = \$26,591,733.

As previously noted, sales tax revenue for January-August 2020 is down 4.7 percent relative to the same period in 2019. This is considerably better than King County’s August 25, 2020 forecast of annual taxable retail sales, which are projected to decline 14.7 percent in 2020.

The key “takeaway” from these “what if” forecast scenarios is that 2020 budgeted sales tax revenue is 13 percent below 2019 actual sales tax revenue. That provides a significant “cushion” in 2020, reducing the financial impact of the three scenarios accordingly.

To help frame staff’s assessment of the three “what if” forecast scenarios, the following three tables identify how much sales tax revenue would have to decline in the last four months of 2020 relative to the last four months of 2019 to end the year 5 percent, 10 percent, and 15 percent below 2019 actual sales tax revenue.

2020 Forecast is 5% below 2019 Actual (Staff Forecast Assessment: Likely)

Sales Tax Revenue	2019	2020	\$ Change	% Change
January-August (actual)	\$17,458,413	\$16,635,695	(\$822,718)	-4.7%
September-December (2019 actual & 2020 forecast)	\$9,133,320	\$8,626,451	(\$506,869)	-5.5%
Total	\$26,591,733	\$25,262,146	(\$1,329,587)	-5.0%

2020 Forecast is 10% below 2019 Actual (Staff Forecast Assessment: Pessimistic)

Sales Tax Revenue	2019	2020	\$ Change	% Change
January-August (actual)	\$17,458,413	\$16,635,695	(\$822,718)	-4.7%
September-December (2019 actual & 2020 forecast)	\$9,133,320	\$7,296,865	(\$1,836,455)	-20.1%
Total	\$26,591,733	\$23,932,560	(\$2,659,173)	-10.0%

2020 Forecast is 15% below 2019 Actual (Staff Forecast Assessment: Very Pessimistic)

Sales Tax Revenue	2019	2020	\$ Change	% Change
January-August (actual)	\$17,458,413	\$16,635,695	(\$822,718)	-4.7%
September-December (2019 actual & 2020 forecast)	\$9,133,320	\$5,967,278	(\$3,166,042)	-34.7%
Total	\$26,591,733	\$22,602,973	(\$3,988,760)	-15.0%

Sales tax revenue would have to decline 5.5 percent, 20.1 percent, and 34.7 percent respectively in September-December 2020 to end the year 5 percent, 10 percent, and 15 percent below 2019 actual sales tax revenue. The latter two reduction scenarios are unlikely provided that a second "stay at home" order is not issued between now and the end of the year.

For the 2021-2022 Preliminary Budget, staff is conservatively forecasting a 10 percent decline in 2020, which is still \$802,394 greater than the 2020 budget, and no growth in 2021 and 2022, consistent with the City's modified two-year lag policy. However, the 2020-2022 sales tax forecast will be subject to change based on the monthly sales tax distributions in September and October as well as other relevant economic data. If necessary, the 2020-2022 sales tax forecast can be adjusted as late as December, when the 2021-2022 Final Budget is adopted by the Council.

Key Economic Indicators

Information about wider trends in the economy provides a mechanism to help understand current results in Kirkland and to predict future performance. The combination of consumer confidence, unemployment levels, housing data, inflation, and auto sales provides a broader economic context for key factors in sales tax revenues. Since the sales tax figures reported above are from two months prior, some of the figures in the table below can function as leading indicators for where sales taxes may go in future reports.

Indicator	Most Recent Month of Data	Unit	Month			Yearly Average	
			Previous	Current	Change	2019	2020
Consumer Confidence							
Consumer Confidence Index	August	Index	91.7	84.8	(6.9)	128.1	103.5
Unemployment Rate							
National	August	%	10.2	8.4	(1.8)	3.7	8.7
Washington State	June	%	14.8	9.9	(4.9)	4.5	9.1
King County	June	%	14.4	9.6	(4.8)	3.0	8.3
Kirkland	June	%	12.0	7.5	(4.5)	2.9	7.1
Housing							
New House Permits (WA)	June	Thousands	56.6	35.8	(20.8)	48.7	45.1
Case-Shiller Seattle Area Home Prices	June	Index	271.4	272.1	0.6	252.2	265.9
Inflation (CPI-W)							
National	August	% Change	1.0	1.4	0.4	1.7	1.2
Seattle	August	% Change	1.0	2.4	1.4	2.1	1.9
Car Sales							
New Vehicle Registrations	July	Thousands	16.6	21.1	4.5	23.7	17.7

The **Consumer Confidence Index** dropped from 91.7 in July to 84.8 in August. The 2020 average is 24.6 points below the 2019 average.

The national **Unemployment Rate** dropped from 10.2 percent in July to 8.4 percent in August, while the Washington State unemployment rate dropped from 14.8 percent in May to 9.9 percent in June. King County and Kirkland's unemployment rates also fell in June, with the County decreasing significantly from 14.4 to 9.6 percent and Kirkland falling from 12.0 to 7.5 percent.

New Housing Permits in Washington State continue to be volatile, falling significantly from 56,600 in May to 35,800 in June. The **Case-Shiller Home Price Index** saw a small increase of 0.6 points in June, and the 2020 average currently sits 13.7 points above the 2019 average, reflecting a strong housing market despite the pandemic.

Inflation for Seattle-Tacoma-Bellevue, as measured by the CPI-W, increased from 1.0 percent to 2.4 percent between June and August. On the national level, inflation continued to increase slightly, increasing from 1.0 percent in July to 1.4 percent in August.

New Vehicle Registrations increased by 4,500 from June to July, reflecting the third straight month of growth from its low point in April.



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: September 23, 2020

Subject: REPORT ON PROCUREMENT ACTIVITIES FOR COUNCIL MEETING OF October 6, 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.	Munis annual maintenance renewal	Request for Proposals	\$139,709.38	Annual renewal paid to Tyler Technologies, Inc. of Dallas, TX.
2.	Digital evidence storage agreement	Request for Proposals	\$234,688.80	Contract awarded to Axon Enterprise, Inc. of Scottsdale, AZ

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

MEMORANDUM

To: Kurt Triplett, City Manager

From: Jeremy McMahan, Deputy Director of Planning & Building
Adam Weinstein, AICP, Director of Planning & Building

Date: September 24, 2020

Subject: Ground Floor Retail Restrictions – Walk-in Urgent Care Discussion

RECOMMENDATION

Council review options to allow walk-in urgent care clinics in Central Business District (CBD) zones requiring ground floor retail.

BACKGROUND

The City Council received an inquiry from Carl Hossman, a property owner located in Downtown Kirkland's Central Business District 8 (CBD 8) zone asking about allowing Overlake Hospital to expand to the ground floor of his building by opening an urgent care clinic. Currently, as described in more detail below, office uses on the ground floor in the CBD 8 zone are not allowed unless they have a significant retail component. Overlake Hospital currently occupies a portion of the second story of the building. Opus Bank is the current tenant of the corner ground floor space and is vacating the space due to a merger (see Attachment 1). The City Council discussed the inquiry at their September 15 meeting and directed staff to report back with more information and options for consideration.

An urgent care clinic would be defined as an office use in the Kirkland Zoning Code (KZC). Similar to many pedestrian-oriented business district zones in Kirkland, the CBD 8 zone contains the following restriction on office uses:

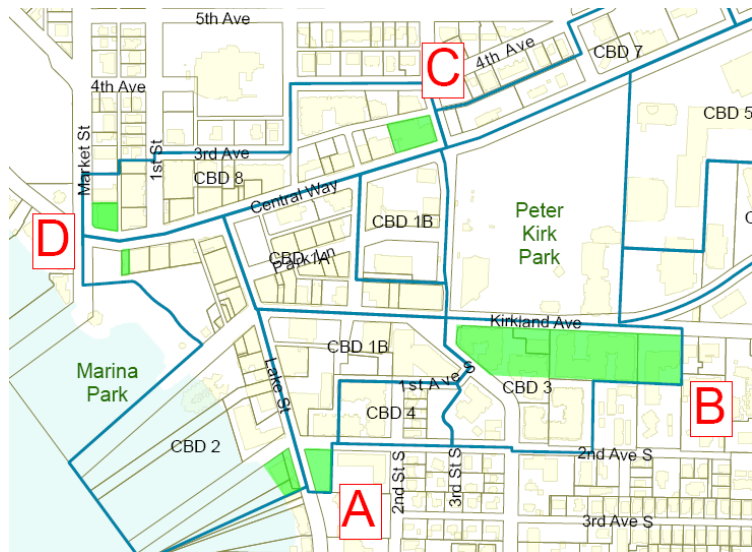
This use may be located on the street level floor of a building only if there is a retail space extending a minimum of 30 feet of the building depth between this use and the abutting right-of-way (see KZC 50.64 for limited exceptions).

The regulation does provide some flexibility for the Planning Director to reduce the depth requirement for the retail space if the applicant demonstrates that the proposed configuration provides an adequate dimension for a viable retail tenant and provides equivalent or superior visual interest and potential foot traffic as would compliance with the required dimension. Reducing the depth requirement may not be a viable solution here because there is not a retail tenant proposed and the current space is not amenable to being partitioned to create a 30' deep retail space.

Many cities have similar ground floor retail requirements in their downtowns and similar areas in order to encourage pedestrian activity, add interest, and foster thriving and dynamic commercial districts.

Kirkland's ground floor use restrictions are based on long-time Comprehensive Plan policies that set the vision for the type of downtown envisioned by the community. Some form of ground floor retail restrictions have been in place in the downtown core for over 40 years. The vision and policy direction for the downtown area are found in the Downtown Plan section of the Moss Bay Neighborhood Plan.

In 2010-2011, the City conducted the most recent review of ground floor retail requirements. At that time, the City Council decided to retain all regulations, but scoped a specific review of "end of the block" study areas in CBD 2, CBD 3, and CBD 8 as illustrated in the map below. Study Area C on the map is the Hossman building, subject of the current inquiry.



Green highlighted areas indicate study areas from 2010 amendments

After consideration and recommendations by the Planning Commission, the City Council ultimately amended the KZC to allow office uses outright in Study Area A and to allow additional authority for the Planning Director to approve office uses (including medical) subject to new design standards (outlined below) in Study Areas B and D. The objective was to allow offices that generate higher customer traffic while continuing to preclude offices that generate low customer traffic. The decision at the time was to not allow the additional flexibility for Study Area C, finding that the then-future transit center project would create more pedestrian traffic to that area and that office uses in this area would be detrimental to retailers to the east and west. The new design standards for Study Areas B and D provide the following additional flexibility:

On the street level floor of buildings in these subareas, the Planning Director may approve certain office uses determined to complement existing pedestrian-oriented uses in the CBD. The applicant must demonstrate that the proposed type of office use is primarily oriented to serving visiting customers and that the design of the street frontage will maximize visual interest. Examples of such uses may include offices for medical, dental, veterinarian, travel agency, and real estate sales but not include offices for administrative, management, medical labs, attorneys, and accountants. The interior space shall orient to the storefront by placing lobby, reception, or accessory sales uses to the front and avoiding uses in the storefront area that would require window coverings.

POLICY DISCUSSION

There are recent changes in health care and public health that should be considered in deciding how to proceed on this request. First, health care delivery has evolved with providers developing a more retail-based approach to service delivery. This approach benefits the industry by expanding the customer base through ease of access and by virtue of placing services at highly visible retail locations. Second, the current pandemic highlights the need for convenient access to health care services in urban environments. Having health care providers like Overlake and Evergreen in Kirkland's urban centers may make the community more resilient. In addition to their hospitals, [Overlake](#) and [Evergreen](#) provide walk-in urgent care clinics around the region. A description of Overlake's business model and photos of clinics is included as Attachment 2.

Another policy consideration is the fact that COVID 19 is keeping us in a "period of uncertainty." Commerce in general has shifted dramatically since March to adapt to the rapid shift in how we work and how we shop. This shift has been catastrophic for traditional brick and mortar retail across the globe. No credible expert can predict how or when this will sort itself out. This uncertainty is challenging the community's desire to be nimble and responsive, while avoiding missteps that could be detrimental to economic recovery and the long-term viability of the fragile retail sector.

Options: Staff suggests Council consideration of the following Zoning Code amendment options in discussing this request. The options are presented in order of complexity in terms of timing, public involvement, and level of policy concern, starting with the least complex to more complex options.

Option 1: Consider application of the 2010 office/retail amendment discussed above to Study Areas C, which is a subarea of CBD 8. This would allow the Overlake Urgent Care clinic, subject to design standards. Staff is confident that this amendment could be included for consideration in the current package of low policy-level miscellaneous code amendments currently underway and tentatively slated for adoption in January, 2021.

Option 2: Review the entire CBD for applicability of the 2010 office/retail amendment.

Option 3: Review all zones in Kirkland with similar ground floor retail requirements for applicability of the 2010 office/retail amendment.

Staff Recommendation: Staff recommends Option 1. This would be a previously studied, surgical solution to a current issue. This option would allow new use changes, but only with Planning Director approval to ensure the proposal complements the CBD pedestrian-oriented uses. Staff has reviewed the design requirements with Overlake and their architects, and they have indicated that they can meet the standards. Options 2 or 3 (or broader options identified by Council) could be added to the Planning Work Program for future study, allowing time for a more robust process that is commensurate with the potential impact of the desired policy consideration.

Attachments:

1. QAlert Inquiry
2. Overlake Business Plan and Examples

Service Request Details

ID 9836**Date/Time** 9/15/2020 3:26 PM**Type** Contact City Council**Address** Kirkland

Comments Thank you for taking the time to talk to me today about the future of first floor retail. As I mentioned, Opus Bank was bought out and the new bank will be closing the branch. Hearing this, my upstairs tenant, Overlake Hospital inquired about the space. They called the City and were told that they were not considered "Retail" unless they used the first 30' to sell items. They can not do that. They had wanted to put an urgent care facility to go along with the Hospital aspect they provide upstairs. Since I guess this is their new model, if they can't get space in my building they said they will probably not renew the lease next year. This is a shame for me as a landlord BUT also for the City of Kirkland. first floor spaces will go dark with out a new zoning plan requiring first floor to be retail.

Thank you for your consideration to what I believe will become a every big problem for small towns like Kirkland.

Sincerely,
Carl Hossman Jr
206-660-5170



Overlake Medical Center and Clinics' overall strategic plan is to develop a robust primary / urgent care network within the primary service area ideally in highly visible retail locations. The 2018-2022 Strategic Plan specifically calls for Overlake to "expand primary/urgent care by adding locations and providers to OMC..." The continued expansion of primary care and urgent care throughout our primary service area, through acquisition and development of new clinics, has been an important part of Overlake's network development efforts since 2005.

Overlake currently has 9 traditional primary care clinics and six urgent care clinics, located in Bellevue, Lake Hills, Kirkland, Newcastle, Redmond, Sammamish, and Issaquah. In addition, Overlake operates a primary care clinic at Expedia headquarters, a Senior Health Clinic, and Overlake Concierge Care.

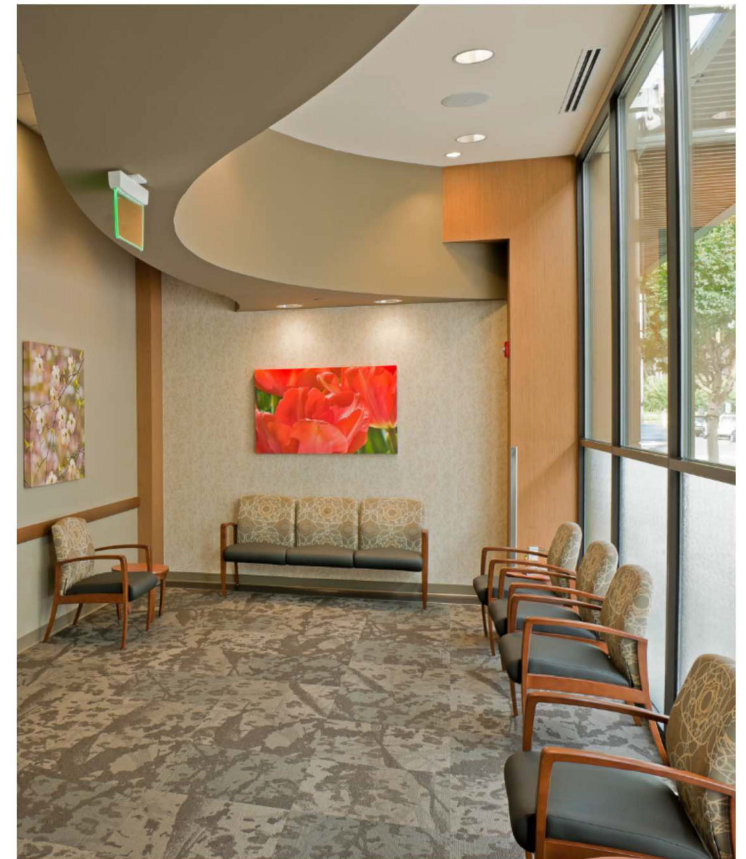
A strong primary care network is essential not only for improved health outcomes, but also for strategic geographic positioning to facilitate patient access to clinical services. Overlake has operated a primary care clinic in the Hossman Building since 2011. Overlake's model is to have primary care and urgent care clinics located in close proximity to each other to facilitate access and continuity of medical care. Currently, Overlake's closest urgent care clinic is the Redmond clinic – a 4.6-mile drive from Kirkland. Other options for urgent care medical services in Kirkland are limited. The growth in the Kirkland Downtown area is conducive to a robust urgent care practice. The location is highly visible and in a retail setting which is desirable for an urgent care practice. Overlake Medical Center and Clinics currently receives about 7% of its market share from residents of Kirkland or \$156K unique patient visits per year.

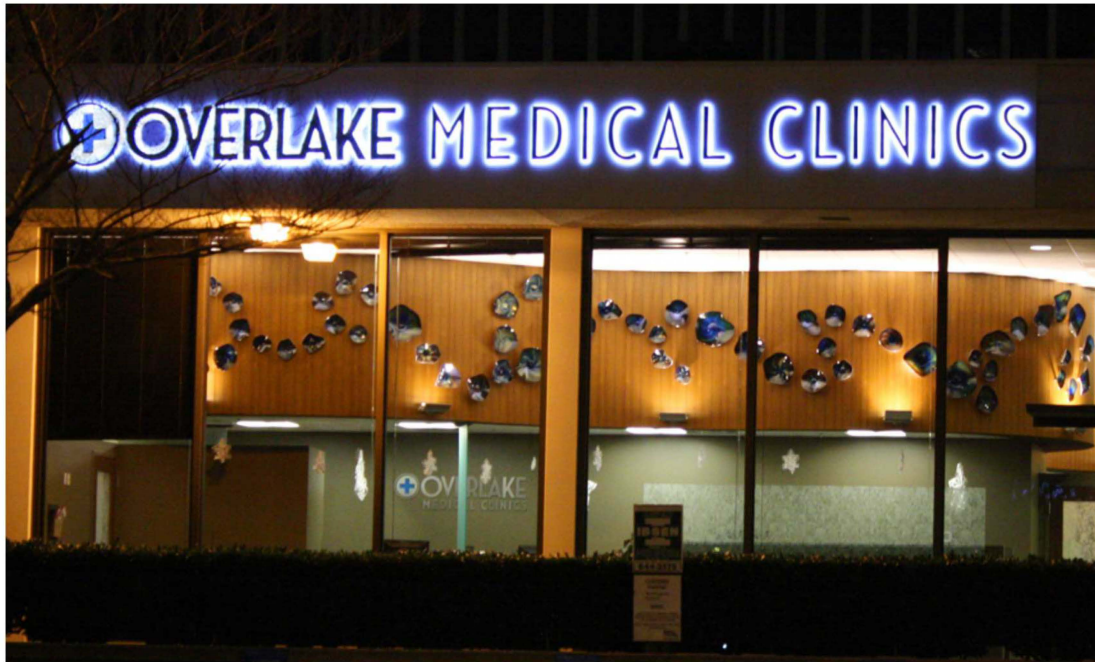
Overlake Urgent Care Clinics treat patients of all ages and work closely with all Overlake locations and providers facilitated by an integrated electronic health record. All of the clinics provide onsite labs and digital X-ray services. Most insurance plans are accepted, as are self-pay options. The Urgent Care locations treat common illnesses such as colds, the flu, earaches, sore throats, migraines, fever or rashes. The clinics also care for minor injuries such as sprains, back pain, minor cuts and burns, minor broken bones or minor eye injuries. The Overlake Urgent Care Clinics have direct access to Overlake Hospital, the emergency room and a network of specialists, allowing us to provide a higher level and coordination of care than most other immediate/urgent care locations. The clinics provide walk-in appointments and have an online system that allows patients to 'get in line' for care to avoid waiting in the clinic. The clinics transfer an average of 2-5 patients a day to the emergency room by either ambulance or patient's own vehicle.

Hours of operation of the Kirkland Urgent Care clinic will be Monday – Saturday from 12 pm – 10 pm. Hours may be adjusted based on market preferences. Staffing will consist of providers (physicians, nurse practitioners, and physician assistants), medical assistants, patient service representatives, registered nurses, and radiology technicians.

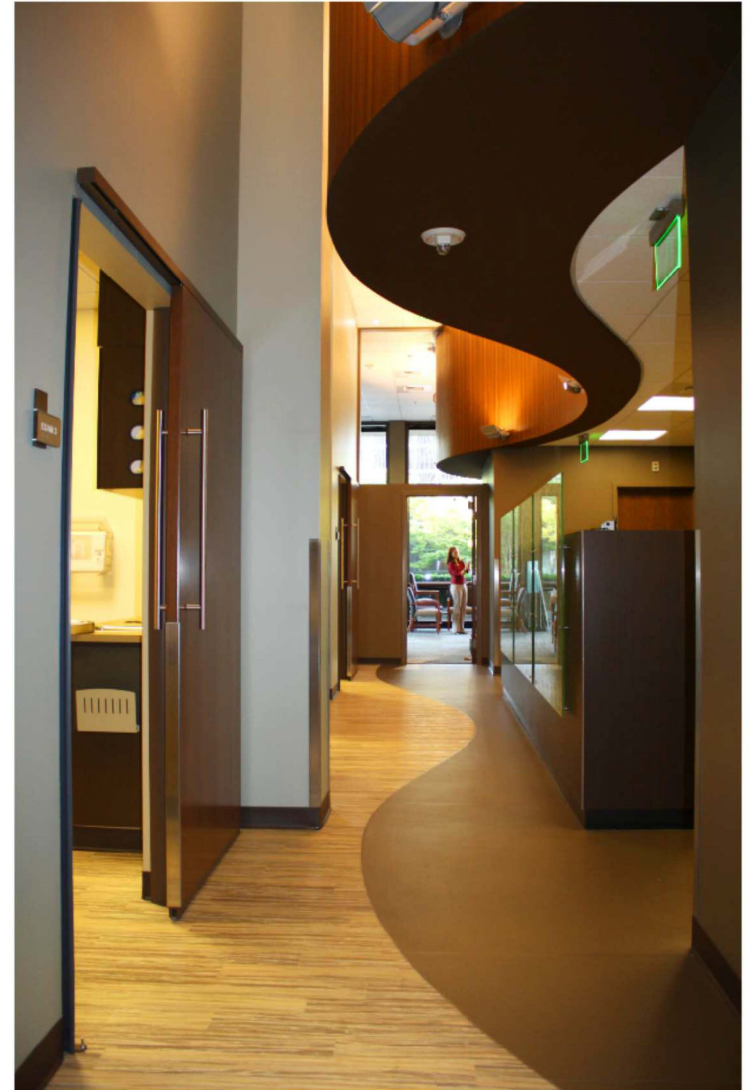


OVERLAKE MEDICAL CLINIC - REDMOND
Redmond, WA



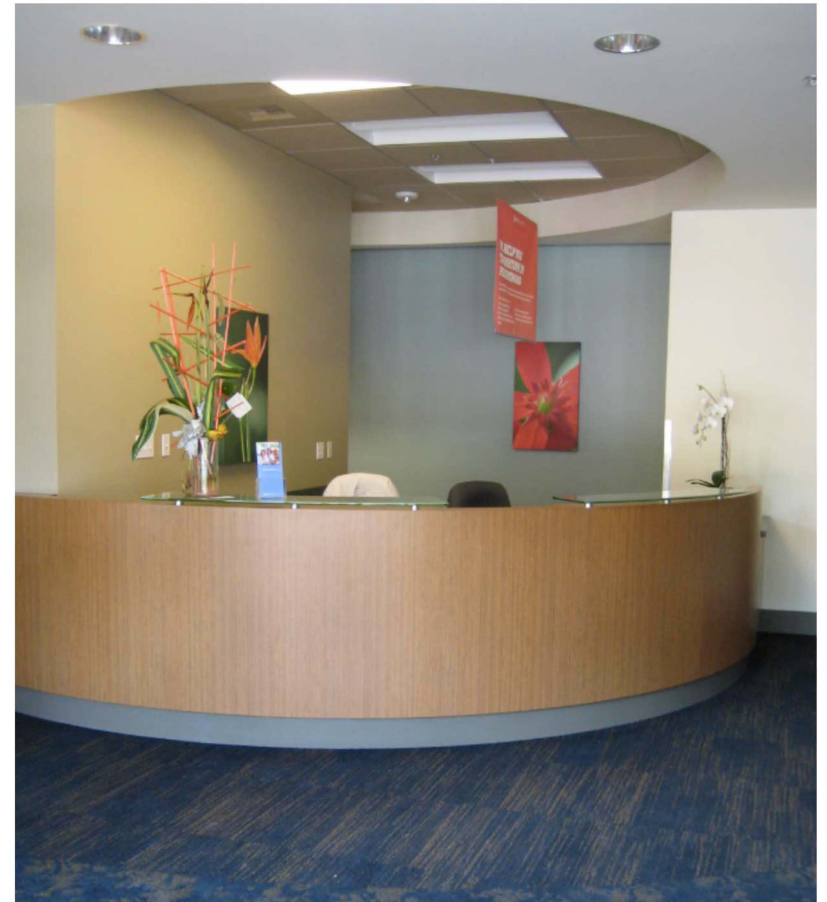


OVERLAKE MEDICAL CLINIC - BELLEVUE
Bellevue, WA





OVERLAKE MEDICAL CLINIC - ISSAQUAH
Issaquah, WA





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: Nick Cilluffo, Senior Planner
Jeremy McMahan, Deputy Planning & Building Director
Adam Weinstein, Planning & Building Director

Date: September 24, 2020

Subject: Code Amendments to Streamline Public Projects, File No. CAM20-00334

Staff Recommendation

Receive briefing and discuss the proposed amendments to the Kirkland Zoning Code (KZC) and Municipal Code (KMC) (see Attachments 1 and 2, respectively) relating to streamlining the review and approval process for public projects. Direct staff on how to proceed with the amendment options identified in this memo. After receiving direction, staff will return to a future City Council meeting with the appropriate ordinance(s) for Council action to amend the KZC and KMC.

Background

Public projects are those development and construction activities associated with the City's Capital Improvements Program; Parks, Recreation and Open Space (PROS) Plan; schools; and other public agency and utility projects implemented by non-City entities. Examples of public projects include right-of-way work to install roadway infrastructure, redevelopment of public parks, installation and maintenance of public utilities, and construction of emergency service facilities such as fire stations. These projects provide a variety of public infrastructure, are built with community services, rather than profit as the driver (unlike most private projects), and have community-wide benefits to City of Kirkland residents and visitors. The outcomes of these projects are what make Kirkland a desirable place to live – high quality parks, well-maintained roads and infrastructure, and reliable essential services. Furthermore, the City's ability to efficiently implement public projects ensures preparedness and capacity to accommodate planned growth. This code amendment project was added to the City's Planning Work Program in 2019 in recognition of the City's recent adoption of its largest Capital Improvement Program (CIP) in history, and the need to streamline permitting of these public projects to ensure wise use of taxpayer dollars and prompt delivery to the community, while ensuring that environmental/neighborhood factors are considered.

While managed and often designed by City staff in the Public Works Department, public projects are subject to the Zoning and Municipal Codes. In many cases they require review and permitting by the Planning and Building Department, as well as the development review team within the Public Works Department. These reviews ensure compliance with applicable local,

state, and federal codes. Application of local codes on public projects, however, sometimes results in inefficient processes that provide little substantive value. Additionally, the unique nature of many public projects renders certain processes unnecessary or duplicative, presents challenges in implementing codes primarily written for private development, and generates ambiguity when local codes do not explicitly provide standards for certain project types. For these reasons, Planning and Public Works staff have collaborated on identifying opportunities to streamline public projects to enable more efficient and cost-effective implementation and ensure delivery of a robust CIP to the community.

Project

Planning staff and the Public Works CIP team identified several opportunities to amend sections of the Kirkland Zoning and Municipal Codes. The draft code amendments are intended to reduce procedural hurdles that tend to slow the planning and construction process, and often increase the cost of public projects. These amendments also provide clarity on process and application of regulations for certain public projects, while ensuring that substantive requirements related to the protection of public health and the environment are met.

Specifically, the draft code amendments include:

- Expediting procedural requirements for certain types of reviews;
- Allowing temporary government facility uses without a land use review requirement; and
- Clarifying decision making and applicable standards related to public project construction.

Draft Code Amendments and Analysis

The precise code amendments, as drafted by staff, are included in Attachments 1 and 2, with the text changes identified by ~~strikethrough~~ for deletions and **bold/underline** for insertions.

Each code amendment is summarized by category in items 1 through 5 below, with a table identifying the pertinent code section(s), current requirements, and proposal. Following each table is an analysis of that proposal, as well as a summary of the Houghton Community Council (HCC) and Planning Commission (PC) recommendation for each amendment. At their September 10, 2020 meeting ([packet materials](#)), Houghton Community Council (HCC) and Planning Commission (PC) held a joint public hearing and deliberated on the Zoning Code amendments as prepared by staff and presented herein. The HCC and PC concurred on their recommendations, which is to adopt the proposed amendments with revisions. Each section also includes options for City Council direction based on the recommendations.

1. Expedite the review of critical area exceptions for public projects.

Code section	Current requirement	Proposal
KZC 90.30 KZC 90.45 KZC 90.50	Public Agency/Utility Exceptions require Process I review and Planning Director decision.	Change review process from Process I to an administrative review with Planning Official decision.

Analysis: Public Agency/Utility Exceptions allow for implementation of public projects that would otherwise be prohibited due to site encumbrances by streams, wetlands, and their buffers. Similar to a Reasonable Use Exception, these exceptions recognize the inability to construct a project without impacting a critical area (on sites with large expanses of critical areas and buffers) and allow construction with implementation of mitigating measures. The process for a Public Agency/Utility Exception is a Process I, which entails public noticing and a public comment period. Since 2017, when the Public Agency/Utility Exception was added to KZC Chapter 90, six projects have used the process, with only one comment received for all of those projects combined (despite the extensive public noticing for the projects). Furthermore, many public projects processed as Public Agency/Utility Exceptions have limited alternatives that may be considered given the constraints relating to right-of-way boundaries, necessary utility line locations, etc. The very small number of comments received and the limited substance conveyed by these comments, as well as the limited alternatives to project proposals, have rendered the public noticing and comment period required of a Process I review unnecessary. This amendment will eliminate the Process I review and allow staff to administratively review Public Agency/Utility Exceptions, which will provide a more efficient permitting process (saving approximately three months during the review and permitting process for a typical project) while maintaining the same regulatory outcome for these projects. Staff would also note that the creation of the CIP includes public input, so that members of the community can express their concerns when project concepts are being discussed. Therefore, this particular code amendment would not preclude input from the community on public projects.

Regarding application fees for this reduced process amendment, staff would note that, while this amendment would provide a more timely review process, the complexity of applicable critical area standards remains the same. As such, staff recommends the application fee for such projects be equivalent to the current Process I permit fee.

HCC/PC Deliberations and Recommendation: HCC/PC discussed the value of public involvement on projects. In addition to the factors identified above and considering that many of these projects are also subject to State Environmental Policy Act (SEPA) review with related comment and appeal provisions, HCC/PC agreed that public involvement and reasonable recourse is provided and recommend adoption as drafted.

Options for City Council Direction:

- A. Adopt as drafted and recommended by HCC/PC
- B. Other City Council considerations?

2. Eliminate Design Review process for fire station development.

Code section	Current requirement	Proposal
KZC 142.15	Depending on underlying zoning, full Design Board Review may be required for development of a new fire station.	Exempt fire stations from Design Review.

Analysis: The functional nature of fire station buildings makes it difficult to apply extensive design requirements. Fire stations always feature large garage doors for apparatus bays, as well as expansive driveway areas for maneuvering vehicles. In zones that are identified as design districts, the Kirkland Zoning Code requires Design Board Review for fire station development, which presents a cumbersome process for designing buildings where form is highly dictated by function. This amendment would exempt fire station development from Design Review. Development standards such as building height, setbacks, lot coverage, and landscaping will be reviewed as part of the building permit for a fire station. Additionally, where applicable, SEPA review will provide an opportunity to further review fire station developments to ensure compatibility with the surrounding neighborhood. For context, there are currently no fire stations in design districts, with one new station proposed in a design district (Totem Lake Station 27).

HCC/PC Deliberations and Recommendation: HCC/PC recommends retaining some level of oversight by the Design Review Board, considering most other developments within design districts are subject to the rigors of a design review process. Particularly, HCC/PC asserted the value in implementing design standards relating to building materials and site landscaping. While there was agreement that fire station design is limited in many respects by function, HCC/PC felt that building aesthetics can benefit from a review by the DRB to ensure the best use of materials. Similarly, while site layout is constrained by circulation needs, HCC/PC desire a close look by DRB so the resulting landscape design will provide an optimum outcome. HCC/PC recommend adopting a Design Review "light" that exempts fire stations from a formal public design review process but requires DRB review and approval of building material and landscape elements.

Options for City Council Direction:

- A. Adopt as drafted (eliminating design review requirement)
- B. Modify based on HCC/PC recommendations to require design review "light" that provides DRB review on building materials and landscaping
- C. Retain full design review requirement
- D. Other City Council considerations?

3. Allow temporary government facility uses without requiring zoning permit review.

Code section	Current requirement	Proposal
KZC 115.xx (NEW)	No existing allowance or regulation of temporary government facilities.	Add section allowing temporary government facilities under specific circumstances (i.e., public service provision or emergency response) without need for land use approval or application of development standards.

Analysis: The Kirkland Zoning Code does not currently allow for temporary government facility uses without the same land use review process required for a permanent use. For example, an interim fire station use needed during the renovation period of an existing fire

station would require the same review as if it were a permanent facility. The land use review for a permanent government facility use, typically a Process IIA, involves extensive public noticing, comment, and hearing before deciding on the use proposal. Furthermore, application of development standards presents sometimes-prohibitive site design challenges for these temporary uses, which have short term impacts on surrounding properties and neighborhoods. Given the finite nature of temporary government facility uses and their impacts, as well as the need for interim public services while existing or new facilities are improved or constructed, the Process IIA land use review is unnecessary and causes needless delays in implementing essential public projects. This amendment will allow temporary government facility uses, in specific circumstances, to be located in any zone without requiring a land use permit and application of development standards. A requirement for public noticing is included in the draft regulation to ensure that the community is informed of the temporary facility.

HCC/PC Deliberations and Recommendation: HCC/PC expressed concern relating to the breadth of potential government facilities that may be allowed temporarily without a zoning permit and the unintended consequences of not specifying what types of government facilities may be allowed. They recommended narrowing the potential government facility uses to only fire and police facilities. Additionally, HCC/PC noted that the allowance for facilities relating to an emergency proclamation may be unnecessary considering that the authority granted to governments during an emergency declaration would likely supersede local zoning ordinances.

Options for City Council Direction:

- A. Adopt as drafted
- B. Modify based on HCC/PC recommendation to:
 - (1) Only apply to temporary fire and police facilities
 - (2) Omit provision for facilities associated with an emergency declaration
- C. Other City Council considerations?

4. Identify authority for approving temporary construction staging sites and clarify required site standards.

Code section	Current requirement	Proposal
KZC 115.xx (NEW)	No existing explicit regulations.	Add section that authorizes the Director of Public Works to approve staging sites and specify site standards.

Analysis: Staging areas are an unavoidable component of construction. Public projects face challenges in locating staging areas due to limited right-of-way area. When such constraints exist, private parcels adjacent or proximate to project sites are often used for material stockpiling and equipment storage. The Kirkland Zoning Code does not clearly provide an authority for decision making and implementation of site standards on these private parcels. This amendment would explicitly give the Director of Public Works authority to approve

construction staging sites and require specific site standards to be followed during use of the site in order to minimize impacts on the surrounding neighborhood.

HCC/PC Deliberations: HCC/PC supported the codification of site standards and the identification of the Director of Public Works as the authorized decision maker and recommend adoption as drafted.

Options for City Council Direction:

- A. Adopt as drafted and recommended by HCC/PC
- B. Other City Council considerations?

5. Clarify permit exemptions for Land Surface Modification within critical areas¹.

Code section	Current requirement	Proposal
KMC 29.12.010(e)	Right-of-way projects are exempt from land surface modification (LSM) permit requirements, unless there is work within a critical area (critical areas include the following areas: (a) wetlands; (b) critical aquifer recharge areas; (c) fish and wildlife habitat conservation areas; (d) frequently flooded areas; and (e) geologically hazardous areas, as defined in Chapter 36.70A RCW and this chapter.).	Clarify that geologically hazardous areas do not preclude the permit exemption for public projects within the right-of-way.

Analysis: Historically, land surface modification permits were required for public projects within the rights-of-way only where streams, wetlands, and associated buffers were involved. The permit requirement allows regulatory project tracking for compliance with local and state regulations. Similar permitting and tracking has not been conducted for right-of-way projects located in areas with geological hazards but no other types of critical areas. The design of public projects by the City’s CIP staff includes consultation with qualified professionals (e.g., geotechnical engineers), which fulfills the necessary oversight to ensure safe design and construction within geologically hazardous areas. Clarifying this exemption would eliminate unnecessary permits and redundant reviews, saving several weeks in the implementation phase of public projects. This amendment serves to clarify that projects within the right-of-way, when supervised by the Department of Public Works, are exempt from LSM

¹ This is a KMC amendment and was not reviewed by HCC/PC

permit requirements when located in a geologically hazardous area but the site does not contain other types of critical areas.

Options for City Council Direction:

- A. Adopt as drafted
- B. Other City Council considerations?

City Council Consideration and Direction to Staff

Based on staff's initial draft code amendments and the HCC/PC recommendations for each, a variety of options exist for consideration by City Council. Staff recommends Council discuss the draft amendments and alternative options and provide staff with direction on how to proceed with each amendment. Staff will return to a future City Council meeting with draft code language and appropriate ordinance(s) to consider for adoption.

Attachments:

- 1. Draft KZC Amendments
- 2. Draft KMC Amendment

cc: File Number CAM20-00334

AMENDMENTS TO THE KIRKLAND ZONING CODE

*NOTE: Text to be added is in **bold and underlined**. Text to be removed is ~~crossed-out~~.*

KZC 90.30 City Review Process*

1. Activities regulated by this chapter shall be considered using the following decision processes:

Table 90.30.1 City Review Process

Type of Action	City Review Process	Section
Exemptions	Activities permitted outright with no review process (or reviewed with underlying development or land surface modification permit – no review fee)	KZC 90.35
Permitted Activities, Improvements and Uses Subject to Development Standards	Planning Official Decision	KZC 90.40
Exception – Public Agency and Public Utility	Planning Director – Process I, Chapter 145 KZC <u>Planning Official Decision</u>	KZC 90.45
Programmatic Permits – Public Agency and Public Utility	Planning Official Decision or Planning Director – Process I, Chapter 145 KZC depending on scope of project	KZC 90.50
Wetland Modification	Planning Director – Process I, Chapter 145 KZC	KZC 90.60
Category IV Wetland Exceptions	Planning Official Decision	KZC 90.60
Stream Modification	Planning Director – Process I, Chapter 145 KZC	KZC 90.70
Daylighting of Streams	Planning Official Decision	KZC 90.75
Stream Channel Stabilization	Planning Official Decision	KZC 90.85
Moorage Facilities and Other Improvements on Minor Lakes	Planning Director – Process I, Chapter 145 KZC	KZC 90.90
Critical Area Determination	Planning Official Determination	KZC 90.105
Buffer Averaging	Planning Official Decision	KZC 90.115
Limited Buffer Waiver	Planning Official Decision	KZC 90.120
Reasonable Use Exception	Planning Director – Process I, Chapter 145 KZC; or Hearing Examiner – Process IIA, Chapter 150 KZC (for extraordinary circumstances)	KZC 90.180A or 90.180B*

2. If a development, use or activity requiring approval through Planning Official or Process I pursuant to this chapter is part of a proposal that requires additional approval through Process IIA or Process IIB, the entire proposal shall be decided upon using that other process.

a. The decisional criteria for a permit reviewed under a Process I in this chapter shall be used for the Process IIA or Process IIB decision.

b. The decisional criteria, standards and/or requirements for a decision reviewed under a Planning Official Decision in this chapter shall be used for the Process IIA or Process IIB decision.

[KZC 90.35 through 90.40 – NO CHANGE]

KZC 90.45 Public Agency and Public Utility Exceptions

If strict application of this chapter would prohibit a development proposal by a public agency or public utility, the agency may apply for an exception pursuant to this section.

1. General – Prior to seeking approval through this section, the Planning Official in conjunction with a public agency or public utility shall first determine that:
 - a. The project scope cannot be approved under KZC 90.60 for wetland modifications; KZC 90.70 for stream modifications; KZC 90.85 for stream channel stabilization; and KZC 90.95 for wildlife habitat conservation areas; and
 - b. The project cannot meet the requirements under KZC 90.130, Vegetative Buffer Standards; and KZC 90.140, Structure Setback from Critical Area Buffer; or any other provision in this chapter.
2. Process – A critical area exception for public agencies and public utilities shall be reviewed and decided upon using ~~Process I, pursuant to Chapter 145 KZC~~ **by the Planning Official**.
3. Decisional Criteria – The Planning ~~Director~~ **Official** shall make a decision based on the following criteria:
 - a. There is no other practical alternative to the proposed project with less impact on the critical areas or buffer;
 - b. Strict application of this chapter would unreasonably restrict or prohibit the ability to provide public utilities or public agency services to the public;
 - c. The proposal minimizes impacts to the critical area or buffer through mitigation sequencing, and through type and location of mitigation, pursuant to KZC 90.145 and 90.150, if applicable, including such installation measures as locating facilities in previously disturbed areas, boring rather than trenching, and using pervious or other low impact materials; and
 - d. The proposal protects and/or enhances critical area and buffer functions and values, consistent with the best available science and with the objective of no net loss of critical area functions and values.
4. Submittal Requirements – The application shall include the City’s critical area determination pursuant to KZC 90.105; a critical area report pursuant to KZC 90.110; a mitigation plan pursuant to KZC 90.145, and a mitigation plan pursuant to KZC 90.150 if a wetland is to be modified; a response to the decisional criteria in subsection (3) of this section; and the following documents and/or analysis based upon the type of exception proposed in order to determine that the strict application of this chapter would otherwise prohibit a development proposal:
 - a. Wetland Modifications
 - 1) The public agency or public utility shall submit a wetland modification assessment pursuant to KZC 90.60(6); and
 - 2) The public agency or public utility shall demonstrate that the requirements in KZC 90.60(8) and (9) cannot be met.
 - b. Stream Modifications
 - 1) The public agency or public utility shall submit a stream modification assessment pursuant to KZC 90.70(5); and

- 2) The public agency or public utility shall demonstrate that the requirements in KZC 90.70(6) and (7) cannot be met.
- c. Daylighting of Stream – The public agency or public utility shall submit a stream daylighting plan demonstrating that the requirements in KZC 90.75(3) cannot be met.
- d. Stream Channel Stabilization – The public agency or public utility shall submit a streambank assessment and stream channel stabilization plan demonstrating that the requirements in KZC 90.85(5) and (6) cannot be met.
- e. Wildlife Habitat Conservation Area Modifications
 - 1) The public agency or public utility shall submit an assessment of a habitat conservation area pursuant to KZC 90.95(3), a habitat management plan pursuant to KZC 90.95(6); and
 - 2) The public agency or public utility shall demonstrate that the requirements in KZC 90.95(7) cannot be met.
- f. Buffer Averaging – The public agency or public utility shall demonstrate that the standards in KZC 90.115(2) cannot be met.
- g. Vegetative Buffer Standards – The public agency or public utility shall demonstrate that the standards in 90.130(2) through (4) cannot be met.
- h. Structure Setback – The public agency or public utility shall demonstrate that the standards in KZC 90.140 cannot be met.
5. Waiver – Planning Official may waive a specific submittal requirement if it is determined not to be applicable or necessary.

KZC 90.50 Programmatic Permit – Public Agency and Public Utility

1. General – A public programmatic permit may be issued for either a permitted activity subject to the submittal requirements and development standards of permitted activities, improvements and uses with standards in KZC 90.40 or public agency or public utility exception in KZC 90.45, if it meets the requirements of this section, as determined by the Planning Official. Exempted activities pursuant to KZC 90.35 do not require a programmatic permit.
2. Criteria for a Programmatic Permit – The activity shall:
 - a. Be repetitive and part of a maintenance program or other similar program;
 - b. Have the same or similar identifiable impacts, as determined by the City, each time the activity is repeated at all sites covered by the programmatic permit; and
 - c. Be suitable to having standard conditions that will apply to all sites.
3. Process – **The Planning Official shall make the decision on the programmatic permit.**
 - a. ~~For an activity that would otherwise be approved as a permitted activity subject to development standards, the Planning Official shall make the decision on the programmatic permit.~~
 - b. ~~For an activity that would otherwise be approved as a public agency or public utility exception, the programmatic permit shall be reviewed and decided upon pursuant to a Process I described in Chapter 145-KZC.~~

4. Required Conditions – The City shall uniformly apply conditions to each activity authorized under the programmatic permit at all locations covered by the permit. The City may require that the applicant develop and have uniformly applicable conditions as part of the programmatic permit application, subject to City approval. The City shall not issue a programmatic permit until applicable conditions are developed and approved by the City.

5. Inspections – Activities authorized under a programmatic permit shall be subject to inspection by the Planning Official and prearranged in advance. The Planning Official may require that the applicant submit periodic status reports. The frequency, method and contents of the inspection notifications and reports shall be specified as conditions in the programmatic permit.

6. Revisions and Modifications to Permit – The Planning Official may subsequently require revisions, impose new conditions or otherwise modify the programmatic permit or withdraw the permit and require that the applicant undergo review for a new permitted activity approval or new exception for a public agency and public utility, if the Planning Official determines that:

- a. The programmatic permit or activities authorized under the permit no longer comply with this chapter;
- b. The programmatic permit does not provide adequate regulation of the activity;
- c. The programmatic permit conditions or the manner in which the conditions are implemented are not adequate to protect against the impacts resulting from the activity; or
- d. A site requires site-specific regulation.

7. Other Agency Requirements – If an activity covered by a programmatic permit also requires other county, state and/or federal approvals, to the extent feasible, the City shall reference those conditions of other approvals in the programmatic permit.

[KZC 90.55 through 90.225 – NO CHANGE]

142.15 Development Activities Requiring D.R. Approval

1. Design Board Review (D.B.R.)

a. The following development activities shall be reviewed by the Design Review Board pursuant to KZC 142.35:

- 1) New buildings greater than one (1) story in height or greater than 10,000 square feet of gross floor area, or in the Market Street Corridor Historic District (MSC 3 Zone).
- 2) Additions to existing buildings where:
 - a) The new gross floor area is greater than 10 percent of the existing building's gross floor area; and
 - b) The addition is greater than 2,000 square feet of gross floor area; and
 - c) Either:
 - 1) The existing building and addition total more than 10,000 square feet of gross floor area; or
 - 2) The addition adds another story; or
 - 3) Is in the Market Street Corridor Historic District (MSC 3 zone).
- 3) Renovations to existing facades, where the building is identified by the City as an historic structure or is in the Market Street Corridor Historic District (MSC 3 zone).

b. Exemptions from D.B.R. – The following development activities shall be reviewed through the administrative design review process in KZC 142.25:

- 1) Any development where administrative design review is indicated in the applicable Use Zone Chart.
- 2) Any development in the following zones within the Rose Hill Business District (RHBD): RH 8 except development that includes lots or portions of lots located more than 120 feet north of NE 85th Street, between 132nd Avenue NE and properties abutting 131st Avenue NE, PR 3.6, RM, PLA 17A.
- 3) Any development in the MSC 1 and MSC 4 zones located within the Market Street Corridor.

2. Administrative Design Review (A.D.R.) – All other development activities not requiring D.B.R. review under subsection (1) of this section shall be reviewed through the A.D.R. process pursuant to KZC 142.25.

3. Exemptions from Design Review – The following development activities shall be exempt from either A.D.R. or D.B.R. and compliance with the design regulations of Chapter 92 KZC:

- a. Any activity which does not require a building permit; or
- b. Interior work that does not alter the exterior of the structure; or
- c. Normal building maintenance including the repair or maintenance of structural members; or
- d. Any development listed as exempt in the applicable Use Zone Chart; ~~or~~

e. Development of a fire station.

115.xx Temporary Government Facilities

1. General – Under the following circumstances, a temporary government facility may be located on a property without requiring approval under the required review process for the use, and not subject to the dimensional requirements and development standards of such use, in the applicable zone in Chapters 15 through 56 KZC:

a. When an interim facility is necessary to provide service during construction of a related permanent facility. The temporary government facility may be located and operated for a duration not to exceed the construction period of the permanent government facility.

b. When a temporary facility is necessary in response to an emergency proclamation. The temporary government facility may be located and operated for a duration not to exceed the emergency proclamation.

2. Notice – Except when a temporary government facility is established in response to an emergency proclamation, the applicable City department shall provide notice and contact information at least 30 days prior to occupying a site. The notice shall be distributed as follows:

a. The notice, including a vicinity map, will be distributed to the owners of all property within 300 feet of any boundary of the subject property.

b. The notice, including a vicinity map, will be distributed to the residents of each piece of property adjacent to or directly across the street from the subject property.

115.xx Temporary Construction Staging for Public Projects

Temporary construction staging associated with public projects supervised by the City of Kirkland Department of Public Works may be approved by the Director of Public Works. The approval shall establish standards that minimize site impacts, including but not limited to tree and soil protection consistent with KZC Chapter 95. City contact information shall be posted on site.

AMENDMENTS TO THE KIRKLAND MUNICIPAL CODE

*NOTE: Text to be added is in **bold and underlined**. Text to be removed is ~~crossed-out~~.*

KMC 29.12.010 Permit exemptions.

Except in (1) critical areas and their buffers, (2) areas waterward of the ordinary high water mark (OHWM), (3) shoreline setback, or (4) areas with an historic overlay designation, a land surface modification permit shall not be required for the following:

- (a) The removal of overhanging vegetation and fire hazards as specified in Section 21.41.302 of the Kirkland Municipal Code.
- (b) The removal of prohibited vegetation.
- (c) Land surface modification performed in the normal course of maintaining existing landscaping on a lot associated with an existing building or buildings, provided such work:
 - (1) Does not substantially change the points where the stormwater or groundwater enters or exits the subject property; and will not change the quality, quantity, or velocity of stormwater or groundwater;
 - (2) Does not result in an increase or decrease in topography at any point of more than four feet; and
 - (3) Does not involve more than fifty cubic yards of material in any twelve-month period.
- (d) Any excavation authorized by a valid building permit. This shall not exempt any fill made with the material from such excavation when the material is removed from the lot or any fill material which is placed on the lot.
- (e) Utilities or other work in a right-of-way supervised by the city of Kirkland, authorized in writing by the director of the department of public works, or as allowed by a right-of-way permit approved under Chapter 19.12 of the Kirkland Municipal Code. **Geologically hazardous areas shall not preclude this exemption.**
- (f) Excavations for franchise utility service connections (power, telephone, cable, gas, etc.) to serve existing and/or new structures.
- (g) Correction of storm drainage problems when supervised by the department of public works.
- (h) Exploratory excavations under the direction of a professional engineer licensed in the state of Washington, as long as the extent of the land surface modification does not exceed the minimum necessary to obtain the desired information.
- (i) Normal maintenance and repair of the facilities of a common carrier by rail in interstate commerce within its existing right-of-way.
- (j) Cemetery graves.



CITY OF KIRKLAND
Department of Public Works
123 Fifth Avenue, Kirkland, WA 98033 425.587.3800
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MEMORANDUM

To: Kurt Triplett, City Manager

From: Chris Lynch, Senior Financial Analyst
 John MacGillivray, Solid Waste Programs Supervisor
 Julie Underwood, Interim Director of Public Works
 Michael Olson, Director of Finance and Administration

Date: September 24, 2020

Subject: 2021-2022 UTILITY RATES ADOPTION

RECOMMENDATION:

It is recommended that the City Council adopt the attached 2021-2022 Utility Rate Ordinances as requested at the September 1 Council meeting:

Each ordinance adopts the two-year rates in Table 1:

- Solid Waste Rates Ordinance (Attachment A)
- Water Utility Rates Ordinance (Attachment B)
- Sewer Utility Rates Ordinance (Attachment C)
- Surface Water Utility Rates Ordinance (Attach. D)

Utility	2021	2022
Solid Waste	0.00%	2.00%
Water	0.00%	1.00%
Sewer	0.00%	2.60%
Surface Water	0.00%	2.00%

BACKGROUND DISCUSSION:

As the staff began to prepare the rate model studies to determine the appropriate rates for each of the utilities for the next biennial budget, the nation was hit with the COVID-19 coronavirus pandemic. In mid-March, the Governor issued a statewide stay at home order, and subsequently, businesses in all sectors were impacted, resulting in an unprecedented volume of unemployment claims. Anticipating that the economic impacts from COVID may continue into 2021, the City Manager directed staff to prepare rate models that factored in zero (0) rate increases for 2021 and 2022. The City Council considered this at its August 4 and September 1 study sessions and directed staff to return with ordinances with a zero (0) rate increase in 2021 and modest cost of living rate increases for 2022.

RECOMMENDED RATES – ALL UTILITIES

The rates contained within the proposed ordinances reflect the information that was presented to the Council on August 6, 2020 and September 1, 2020. The following summary tables (Table 2) represents the typical single-family rates for one month's service and the overall impact of all proposed rate adjustments. If approved, all multifamily and commercial bills will increase by the same overall percentage within each Solid Waste, Water, Sewer, and Surface Water utility.

Table 2: Utility Rate Summary: Impact to Average Kirkland Single-Family Customer							
Utility	2020	2021			2022		
	Monthly Rate	Monthly Rate	Monthly Impact \$	Increase %	Monthly Rate	Monthly Impact \$	Increase %
Solid Waste	\$27.90	\$27.90	\$0.00	0.00%	\$28.45	\$0.55	2.00%
Surface Water	\$18.44	\$18.44	\$0.00	0.00%	\$18.81	\$0.37	2.00%
Water	\$47.42	\$47.42	\$0.00	0.00%	\$47.89	\$0.47	1.00%
Sewer	\$78.27	\$78.27	\$0.00	0.00%	\$80.31	\$2.04	2.60%
Subtotal	\$172.03	\$172.03	\$0.00	0.00%	\$175.46	\$3.43	2.00%
Utility Taxes	\$18.87	\$18.87	\$0.00	0.00%	\$19.24	\$0.37	1.96%
KC Haz Waste	\$0.93	\$0.98	\$0.05	5.38%	\$1.04	\$0.06	6.12%
Total	\$191.83	\$191.88	\$0.05	0.03%	\$195.74	\$3.86	2.00%

* Surface Water rates are billed on the Property Tax Statements

**Effective Utility Tax rate varies among the utilities. Solid Waste 10.5%, Water 13.38%, Sewer 10.50%, Surface Water 7.5%

WATER, SEWER, AND SURFACE WATER ORDINANCES DISCUSSION

The proposed 2021-2022 Water, Sewer, and Surface water rates were presented to the Council at its September 1, 2020 study session and are discussed in greater detail in the [2021-2022 Proposed Utility Rates Briefing Staff Report](#). Per Council direction, the 2022 sewer rate 2.6% increase includes the King County Metro pass-through increase of 4.5%. The water rate increase in 2022 of 1% includes the pass-through increase from the Cascade Water Alliance.

SOLID WASTE ORDINANCES DISCUSSION

At its August 4, 2020 City Council study session, staff provided technical background about the various drivers, assumptions, and features incorporated into the solid waste rates and presented four rate scenarios for the Council's review and consideration. The preliminary scenarios are discussed in further detail in the [8-4-20 Staff Report](#). After discussion, the Council directed staff to draft two ordinances to be considered for adoption at its October 6, 2020 business meeting. These two ordinances are provided as Attachment A and Attachment E.

Table 3 below shows the percentage rate increase differences for the two ordinance options relative to the "Base Rate". The Base Rate reflects current Solid Waste financial assumptions and regional costs pass-throughs. Staff recommends Ordinance A. The alternative is Ordinance E. Explanations of both alternatives are provided after the table.

Table 3: 2021/2022 Proposed Rate Ordinances Comparison						
Sector	Base Rate		Recommended Ordinance A		Alternative Ordinance E	
	2021	2022	2021	2022	2021	2022
Single Family	(0.1%)	4.8%	0%	2.0%	0%	3.4%
MF/Comm	(1.6%)	4.1%	0%	2.0%	0%	2.5%
Roll-off	(0.1%)	2.0%	0%	2.0%	0%	1.9%
Average	(0.7%)	4.5%	0%	2.0%	0%	3.0%
Cash Reserve	\$2.20m	\$2.20m	\$2.32m	\$2.04m	\$2.32m	\$2.20m

Ordinance Option Attachment A Discussion (RECOMMENDED)

Staff is recommending that the Council adopt Ordinance A to remain consistent with the proposed Water, Sewer, and Surface Water utility rates. This ordinance option was presented at the August 4, 2020 City Council study session and does not have a rate increase in 2021. For 2022, the rates would increase by 2% across all service sectors. The increase aligns with the 2% increase the rate model projects for cost-of-living in 2022. This option suspends the progression towards ending the commercial and multifamily cross subsidy for both 2021 and 2022. By forcing no rate increase in 2021 relative to the rate decrease in the Base Rate, the 2021 ending fund balance increases to \$2.32 million. This ordinance includes only the cost-of-living increase in 2022, with additional costs such as the projected 10% King County disposal fee increase in 2022 absorbed by the cash reserve. Consequently, the ending 2022 fund balance drops to \$2.04 million. This balance will still provide the City with a high degree of flexibility to mitigate against an anticipated wholesale rate increase that will accompany a new solid waste contract that will go into effect on July 1, 2022 and the rising costs of disposal in 2023/2024.

As mentioned, this option does not reduce the cross subsidy, but that can be addressed in the 2023/2024 rates. City Council Resolution R-5210 allows the removal of the cross subsidy to be postponed, as "... Solid Waste will be set to eliminate the cross subsidies between customer classes on or before the end of 2022, *unless such date is determined by the City Council to be impractical due to unforeseen circumstances impacting a utility rate* such as a significant wholesale rate increase imposed by a provider." The reason why the cross subsidy is not removed in this option lies with forcing a 2% across-the-board rate increase in 2022. The subsidy cannot be removed because the option does not apportion costs and adjust the rates individually by sector. The remaining cross subsidy is approximately \$158,000.

This ordinance would increase the average single-family residential customer's monthly bill by 55 cents per month or \$6.60 per year by the end of 2022 before taxes. The average multifamily/commercial customer's bill would increase by \$4.97 per month or \$59.64 per year by the end of 2022 before taxes.

Alternative Ordinance Option Attachment E Discussion

This alternative ordinance is a hybrid of the previous Base Rate scenario wherein the slight rate decrease in 2021 in the Base Rate has been adjusted to 0%. For 2022, all drivers, assumptions, and features discussed previously are passed through to the customer, including the projected 10% King County disposal fee increase in 2022. By forcing no rate increase in 2021 relative to the rate decrease in the Base Rate, the 2021 ending fund balance increases to \$2.32 million. For 2022, the excess cash reserves over the \$2.2 million target is used to pay down the rate increase to an average of 3.0%. The ending cash reserve balance remains at \$2.2 million and provides the City with the greatest flexibility to mitigate against an anticipated wholesale rate increase that will accompany a new solid waste contract that will go into effect on July 1, 2020 and the rising costs of disposal in 2023/2024. Pursuant to the direction provided in Council Resolution R-5210, the multifamily/commercial-to-single family residential cross subsidy is completely removed by the end of 2022 and, consequently, the 2022 rate increase for the single family sector is slightly higher than what it would have been if the subsidy was not removed.

This alternative ordinance would increase the average single-family residential customer's monthly bill by \$1.05 per month or \$12.60 per year by the end of 2022. The average multifamily/commercial customer's bill would increase by \$6.55 per month or \$78.60 per year by the end of 2022. Staff is not recommending this alternative as it may cause confusion in messaging because the solid waste rate increases vary by class, the methodology is not the same as the other utility rates, and the Council can consider eliminating the cross subsidies as part of a future rate update.

NEXT STEPS

After review and discussion, the Council will be asked to take separate actions on the ordinances for each of the four utilities. Notification of the Council's actions on the ordinances will be provided to the public, as required by State law.

Attachment A: Recommended Solid Waste Utility Rates Ordinance & Summary
Attachment B: Water Utility Rates Ordinance & Summary
Attachment C: Sewer Utility Rates Ordinance & Summary
Attachment D: Surface Water Utility Rates & Summary
Attachment E: Alternative Solid Waste Utility Rates Ordinance & Summary

ALTERNATIVE ORDINANCE O-4735

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.

1 The City Council of the City of Kirkland do ordain as follows:
2

3 Section 1. Section 16.12.030 of the Kirkland Municipal
4 Code is hereby amended to read as follows:
5

6 **16.12.030 Collection rates.**

7 The rates to be charged for solid waste collection service in
8 the city shall be as follows:

(1) Residential.

A. **Single-Family**

Per Month Rate

Monthly Service	<u>2020</u>	<u>2021</u>	<u>2022</u>
35-gallon cart	7.24	<u>7.24</u>	<u>7.49</u>
Weekly Service			
10-gallon mini cart	8.97	<u>8.97</u>	<u>9.28</u>
20-gallon mini cart	17.92	<u>17.92</u>	<u>18.53</u>
35-gallon cart	27.90	<u>27.90</u>	<u>28.85</u>
64-gallon cart	51.00	<u>51.00</u>	<u>52.74</u>
96-gallon cart	76.50	<u>76.50</u>	<u>79.11</u>
32-gallon Equivalent "extra"	6.71	<u>6.71</u>	<u>6.89</u>

O-4735

Per Occurrence

Extra Yard Debris Service

96-gallon cart	16.21	<u>16.21</u>	<u>16.76</u>
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Per Month

32-gallon container	5.95	<u>5.95</u>	<u>6.04</u>
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Per Occurrence

9 As stated in Section 16.12.025, the solid waste rate to be
 10 charged to a qualified low-income senior citizen single-family
 11 residential customer shall be sixty percent of the rate set forth in
 12 Section 16.12.030 (1)(A).

13
 14 One gray yard waste cart and one blue recycling cart is provided
 15 to each customer at no extra charge. The contractor will charge
 16 a fee for additional yard waste receptacles above the first set
 17 provided. The contractor will provide a 35 or 96 gallon recycling
 18 cart on request to new residents and those residents needing less
 19 or additional capacity than provided by the default 64 gallon
 20 recycling cart.

B. Miscellaneous Service Fees	<u>2020</u>	<u>2021</u>	<u>2022</u>
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Return Trip	21.10	<u>21.10</u>	<u>21.82</u>
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Per Occurrence

Drive-in Charge	9.58	<u>9.58</u>	<u>9.91</u>
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Per Month

Redelivery Fee (carts)	28.79	<u>28.79</u>	<u>29.77</u>
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Per Occurrence

Carry-out Surcharge	5.74	<u>5.74</u>	<u>5.94</u>
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Per Month

**C. On-Call Bulky
Waste
Collection Fees
(Per
Occurrence –
Per Item)**

	<u>2020</u>	<u>2021</u>	<u>2022</u>
Appliances	78.56	<u>78.56</u>	<u>80.71</u>
Refrigerator/Freezer	83.78	<u>83.78</u>	<u>86.68</u>
Sofa	81.15	<u>81.15</u>	<u>83.67</u>
Chair	76.00	<u>76.00</u>	<u>77.77</u>
Mattress or box springs	76.00	<u>76.00</u>	<u>77.77</u>
Tire: Auto/light truck	38.00	<u>38.00</u>	<u>38.68</u>
Tire: Bus/heavy truck	48.03	<u>48.03</u>	<u>49.20</u>
Tire: Additional for rims or wheels	28.46	<u>28.46</u>	<u>28.97</u>
Miscellaneous, per cubic yard	105.59	<u>105.59</u>	<u>109.19</u>

**D. Temporary
Container
Service**

	<u>2020</u>	<u>2021</u>	<u>2022</u>
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Temp. 2-yard container	83.04	<u>83.04</u>	<u>85.87</u>
Daily rent	1.93	<u>1.93</u>	<u>2.00</u>
Delivery fee	72.95	<u>72.95</u>	<u>75.44</u>
Temp. 4-yard container	105.28	<u>105.28</u>	<u>108.87</u>
Daily rent	2.41	<u>2.41</u>	<u>2.49</u>
Delivery fee	72.95	<u>72.95</u>	<u>75.44</u>
Temp. 6-yard container	126.75	<u>126.75</u>	<u>131.07</u>
Daily rent	2.87	<u>2.87</u>	<u>2.97</u>
Delivery fee	72.84	<u>72.84</u>	<u>75.32</u>
Temp. 100-yard container	4,136.80	<u>4,136.80</u>	<u>4,277.79</u>

(2) Multifamily and Commercial

A. **Carts**

Weekly Service	<u>2020</u>	<u>2021</u>	<u>2022</u>
20-gallon mini cart	17.92	<u>17.92</u>	<u>18.53</u>
35-gallon cart	27.90	<u>27.90</u>	<u>28.85</u>
64 gallon cart	51.00	<u>51.00</u>	<u>52.74</u>
96-gallon cart	76.50	<u>76.50</u>	<u>79.11</u>
32-gallon equivalent "extra"	6.71	<u>6.71</u>	<u>6.89</u>

B. Miscellaneous Services (Per Event)	<u>2020</u>	<u>2021</u>	<u>2022</u>
Return Trip	42.57	<u>42.57</u>	<u>43.59</u>
Carry-out service (per container)	4.75	<u>4.75</u>	<u>4.86</u>
Redelivery	59.92	<u>59.92</u>	<u>61.35</u>
Roll-out container	7.90	<u>7.90</u>	<u>8.09</u>
Unlock container	2.68	<u>2.68</u>	<u>2.74</u>
Gate opening	4.75	<u>4.75</u>	<u>4.86</u>
Pressure washing (per yard)	28.37	<u>28.37</u>	<u>29.05</u>
C. Comm.MF Uncompacted Containers	<u>2020</u>	<u>2021</u>	<u>2022</u>
1 Cubic Yard Uncompacted			
1 pickup/week/container	97.71	<u>97.71</u>	<u>100.05</u>
2 pickups/week/container	188.54	<u>188.54</u>	<u>193.05</u>
3 pickups/week/container	279.42	<u>279.42</u>	<u>286.10</u>
4 pickups/week/container	370.27	<u>370.27</u>	<u>379.12</u>

5 pickups/week/cont ainer	461.11	<u>461.11</u>	<u>472.13</u>
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6 pickups/week/cont ainer	551.97	<u>551.97</u>	<u>565.16</u>
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**1.5 Cubic Yard
Uncompacted**

1 pickup/week/contai ner	123.94	<u>123.94</u>	<u>126.90</u>
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2 pickups/week/cont ainer	239.84	<u>239.84</u>	<u>245.57</u>
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3 pickups/week/cont ainer	355.72	<u>355.72</u>	<u>364.22</u>
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4 pickups/week/cont ainer	471.62	<u>471.62</u>	<u>482.89</u>
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5 pickups/week/cont ainer	587.49	<u>587.49</u>	<u>601.53</u>
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6 pickups/week/cont ainer	703.46	<u>703.46</u>	<u>720.28</u>
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**2 Cubic Yard
Uncompacted**

1 pickup/week/contai ner	149.65	<u>149.65</u>	<u>153.53</u>
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2 pickups/week/cont ainer	289.31	<u>289.31</u>	<u>296.23</u>
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3 pickups/week/cont ainer	429.01	<u>429.01</u>	<u>439.26</u>
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4 pickups/week/cont ainer	568.65	<u>568.65</u>	<u>582.24</u>
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5 pickups/week/cont ainer	708.34	<u>708.34</u>	<u>725.27</u>
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6 pickups/week/cont ainer	849.27	<u>849.27</u>	<u>869.57</u>
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**3 Cubic Yard
Uncompacted**

1 pickup/week/contai ner	198.66	<u>198.66</u>	<u>203.42</u>
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2 pickups/week/cont ainer	385.91	<u>385.91</u>	<u>395.13</u>
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3 pickups/week/cont ainer	573.13	<u>573.13</u>	<u>586.83</u>
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4 pickups/week/cont ainer	760.36	<u>760.36</u>	<u>778.54</u>
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5 pickups/week/cont ainer	947.59	<u>947.59</u>	<u>970.24</u>
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6	1,134.8	<u>1,134.8</u>	<u>1,161.9</u>
pickups/week/cont ainer	6	<u>6</u>	<u>9</u>

**4 Cubic Yard
Uncompacted**

1	248.15	<u>248.15</u>	<u>254.08</u>
pickup/week/contai ner			

2	482.93	<u>482.93</u>	<u>494.47</u>
pickups/week/cont ainer			

3	717.74	<u>717.74</u>	<u>734.90</u>
pickups/week/cont ainer			

4	952.54	<u>952.54</u>	<u>975.31</u>
pickups/week/cont ainer			

5	1,187.3	<u>1,187.3</u>	<u>1,215.7</u>
pickups/week/cont ainer	2	<u>2</u>	<u>0</u>

6	1,422.1	<u>1,422.1</u>	<u>1,456.1</u>
pickups/week/cont ainer	4	<u>4</u>	<u>3</u>

**6 Cubic Yard
Uncompacted**

1	345.73	<u>345.73</u>	<u>353.99</u>
pickup/week/contai ner			

2	675.56	<u>675.56</u>	<u>691.71</u>
pickups/week/cont ainer			

3 pickups/week/cont ainer	1,005.5 6	<u>1,005.5</u> <u>6</u>	<u>1,029.6</u> <u>0</u>
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4 pickups/week/cont ainer	1,335.5 0	<u>1,335.5</u> <u>0</u>	<u>1,367.4</u> <u>2</u>
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5 pickups/week/cont ainer	1,665.4 1	<u>1,665.4</u> <u>1</u>	<u>1,705.2</u> <u>2</u>
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6 pickups/week/cont ainer	1,995.3 6	<u>1,995.3</u> <u>6</u>	<u>2,043.0</u> <u>6</u>
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**8 Cubic Yard
Uncompacted**

1 pickup/week/contai ner	442.70	<u>442.70</u>	<u>453.28</u>
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2 pickups/week/cont ainer	867.72	<u>867.72</u>	<u>888.46</u>
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3 pickups/week/cont ainer	1,292.7 7	<u>1,292.7</u> <u>7</u>	<u>1,323.6</u> <u>7</u>
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4 pickups/week/cont ainer	1,717.8 3	<u>1,717.8</u> <u>3</u>	<u>1,758.8</u> <u>9</u>
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5 pickups/week/cont ainer	2,142.8 6	<u>2,142.8</u> <u>6</u>	<u>2,194.0</u> <u>8</u>
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6 pickups/week/cont ainer	2,567.9 2	<u>2,567.9</u> <u>2</u>	<u>2,629.3</u> <u>0</u>
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	"Extra" Uncompacted Cubic Yard	26.49	<u>26.49</u>	<u>27.12</u>
D.	Comm./MF Compacted Containers (Weekly Pulls)	<u>2020</u>	<u>2021</u>	<u>2022</u>
	1 cubic yard container	247.28	<u>247.28</u>	<u>253.19</u>
	1.5 cubic yard container	343.75	<u>343.75</u>	<u>351.97</u>
	2 cubic yard container	439.52	<u>439.52</u>	<u>450.03</u>
	3 cubic yard container	628.06	<u>628.06</u>	<u>643.07</u>
	4 cubic yard container	817.32	<u>817.32</u>	<u>836.86</u>
	6 cubic yard container	1,749.5 6	<u>1,749.5</u> <u>6</u>	<u>1,791.3</u> <u>8</u>
E.	Comm./MF Yard Debris (Per Month)	<u>2020</u>	<u>2021</u>	<u>2022</u>
	96-gallon cart (weekly collection)	14.31	<u>14.31</u>	<u>14.65</u>
	2 cubic yard container (weekly)	109.88	<u>109.88</u>	<u>112.51</u>
	Extra cubic yard	34.19	<u>34.19</u>	<u>35.01</u>
	Extra yard debris 32-gallon can	5.07	<u>5.07</u>	<u>5.19</u>

F. Roll-off Container Rental Permanent Noncompacted Service (Per Month)	<u>2020</u>	<u>2021</u>	<u>2022</u>
10 cubic yard container	54.99	<u>54.99</u>	<u>56.02</u>
15 cubic yard container	64.14	<u>64.14</u>	<u>65.34</u>
20 cubic yard container	82.48	<u>82.48</u>	<u>84.03</u>
25 cubic yard container	91.66	<u>91.66</u>	<u>93.72</u>
30 cubic yard container	100.82	<u>100.82</u>	<u>102.71</u>
40 cubic yard container	109.98	<u>109.98</u>	<u>112.05</u>
G.. Roll-off Container Rental Temporary Noncompacted Service (Per Month)	<u>2020</u>	<u>2021</u>	<u>2022</u>
10 cubic yard container	64.20	<u>64.20</u>	<u>65.40</u>
15 cubic yard container	73.20	<u>73.20</u>	<u>74.70</u>
20 cubic yard container	84.30	<u>84.30</u>	<u>85.80</u>

25 cubic yard container	95.40	<u>95.40</u>	<u>97.20</u>
30 cubic yard container	104.70	<u>104.70</u>	<u>106.80</u>
40 cubic yard container	122.70	<u>122.70</u>	<u>125.10</u>

(3) Comm./MF Drop-Box Collection (Per Haul)

A. Noncompacted Service	<u>2020</u>	<u>2021</u>	<u>2022</u>
10 cubic yard container	179.70	<u>179.70</u>	<u>183.08</u>
15 cubic yard container	179.70	<u>179.70</u>	<u>183.08</u>
20 cubic yard container	179.70	<u>179.70</u>	<u>183.08</u>
25 cubic yard container	179.70	<u>179.70</u>	<u>183.08</u>
30 cubic yard container	179.70	<u>179.70</u>	<u>183.08</u>
40 cubic yard container	179.70	<u>179.70</u>	<u>183.08</u>
B. Compacted Service	<u>2020</u>	<u>2021</u>	<u>2022</u>
10 cubic yard container	197.13	<u>197.13</u>	<u>200.83</u>
15 cubic yard container	197.13	<u>197.13</u>	<u>200.83</u>
20 cubic yard container	197.13	<u>197.13</u>	<u>200.83</u>

25 cubic yard container	197.13	<u>197.13</u>	<u>200.83</u>
30 cubic yard container	197.13	<u>197.13</u>	<u>200.83</u>
40 cubic yard container	197.13	<u>197.13</u>	<u>200.83</u>
C. Temporary	<u>2020</u>	<u>2021</u>	<u>2022</u>
10 cubic yard container	181.45	<u>181.45</u>	<u>184.86</u>
15 cubic yard container	181.45	<u>181.45</u>	<u>184.86</u>
20 cubic yard container	181.45	<u>181.45</u>	<u>184.86</u>
25 cubic yard container	181.45	<u>181.45</u>	<u>184.86</u>
30 cubic yard container	181.45	<u>181.45</u>	<u>184.86</u>
40 cubic yard container	181.45	<u>181.45</u>	<u>184.86</u>
Delivery Fee – all Temp Customers	137.46	<u>137.46</u>	<u>140.04</u>
D. Additional Services	<u>2020</u>	<u>2021</u>	<u>2022</u>
Additional mileage charge for hauls to other sites			
Charge per mile	7.33	<u>7.33</u>	<u>7.47</u>
Return Trip	64.14	<u>64.14</u>	<u>65.34</u>
Solid drop-box lid charge per month	64.14	<u>64.14</u>	<u>65.34</u>

Pressure washing (per yard)	14.68	<u>14.68</u>	<u>14.96</u>
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Stand-by time (per minute)	3.68	<u>3.68</u>	<u>3.74</u>
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Hourly Rates

Rear/side load packer and driver	192.43	<u>192.43</u>	<u>196.04</u>
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Front load packer and driver	192.43	<u>192.43</u>	<u>196.04</u>
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Drop-box truck and driver	192.43	<u>192.43</u>	<u>196.04</u>
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Additional labor (per person)	91.66	<u>91.66</u>	<u>93.38</u>
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22 (4) Wherever detachable containers are used having a capacity
23 for which a rate has not been established, the director of Public
24 Works is authorized to establish a rate for such container, which
25 shall be consistent with the ratio of the container capacity to rate
26 charged for the rate herein established.

27
28 (5) In addition to the collection rates established in subsections
29 (1), (2) and (3) of this section, there shall be included a
30 hazardous waste charge adopted by King County Board of Health.

31
32 Section 2. Effective date for new rates: For
33 2021, the monthly rates established in this Ordinance remain
34 equal to the 2020 rates and are the rates to be charged as of
35 January 1, 2021. For 2022, the monthly rates established in this
36 Ordinance go into effect and become the rates to be charged as
37 of January 1, 2022.

38
39 Section 3. The garbage rates set forth in
40 KMC 16.12.030, which is amended by this ordinance, shall remain
41 in force and effect until the rates set forth in this ordinance go
42 into effect.

43 Section 4. If any provision of this ordinance
 44 or its application to any person or circumstance is held invalid,
 45 the remainder of the ordinance, or the application of the provision
 46 to other persons or circumstances is not affected.

47
 48 Section 5. This ordinance shall be in force
 49 and effect five days from and after its passage by the Kirkland
 50 City Council and publication pursuant to Section 1.08.017,
 51 Kirkland Municipal Code in the summary form attached to the
 52 original of this ordinance and by this reference approved by the
 53 City Council.

54
 55 Passed by majority vote of the Kirkland City
 56 Council in open meeting this _____ day of _____,
 57 2020.

58
 59 Signed in authentication thereof this _____
 60 day of _____, 2020.

 Penny Sweet, Mayor

Attest:

 Kathi Anderson, City Clerk

Approved as to Form:

 Kevin Raymond, City Attorney

PUBLICATION SUMMARY
OF ORDINANCE NO. 4735

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.

SECTION 1. Amends Section 16.12.030 of the KMC by amending solid waste collection rates.

SECTIONS 2 - 3. Provides an effective date for the rates.

SECTION 4. Provides a severability clause for the ordinance.

SECTION 5. Authorizes publication of the ordinance by summary, which summary is approved by the City Council pursuant to Section 1.08.017 Kirkland Municipal Code and establishes the effective date as five days after publication of summary.

The full text of this Ordinance will be mailed without charge to any person upon request made to the City Clerk for the City of Kirkland. The Ordinance was passed by the Kirkland City Council at its meeting on the 6th day of October, 2020.

I certify that the foregoing is a summary of Ordinance 4735 approved by the Kirkland City Council for summary publication.

Kathi Anderson, City Clerk

ORDINANCE O-4735

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.

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

3
4 Section 1. Section 16.12.030 of the Kirkland Municipal
5 Code is hereby amended to read as follows:

6
7 **16.12.030 Collection rates.**

8 The rates to be charged for solid waste collection service in
9 the city shall be as follows:

(1) Residential.

A. **Single-Family**

Per Month Rate

Monthly Service	<u>2020</u>	<u>2021</u>	<u>2022</u>
35-gallon cart	7.24	<u>7.24</u>	<u>7.38</u>
Weekly Service			
10-gallon mini cart	8.97	<u>8.97</u>	<u>9.15</u>
20-gallon mini cart	17.92	<u>17.92</u>	<u>18.28</u>
35-gallon cart	27.90	<u>27.90</u>	<u>28.45</u>
64-gallon cart	51.00	<u>51.00</u>	<u>52.01</u>
96-gallon cart	76.50	<u>76.50</u>	<u>78.02</u>
32-gallon Equivalent "extra"	6.71	<u>6.71</u>	<u>6.89</u>

Per Occurrence

Extra Yard Debris Service

96-gallon cart	16.21	<u>16.21</u>	<u>16.53</u>
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Per Month

32-gallon container	5.95	<u>5.95</u>	<u>6.04</u>
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Per Occurrence

10 As stated in Section 16.12.025, the solid waste rate to be
 11 charged to a qualified low-income senior citizen single-family
 12 residential customer shall be sixty percent of the rate set forth in
 13 Section 16.12.030 (1)(A).

14
 15 One gray yard waste cart and one blue recycling cart is provided
 16 to each customer at no extra charge. The contractor will charge
 17 a fee for additional yard waste receptacles above the first set
 18 provided. The contractor will provide a 35 or 96 gallon recycling
 19 cart on request to new residents and those residents needing less
 20 or additional capacity than provided by the default 64 gallon
 21 recycling cart.

B. Miscellaneous Service Fees	<u>2020</u>	<u>2021</u>	<u>2022</u>
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Return Trip	21.10	<u>21.10</u>	<u>21.52</u>
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Per Occurrence

Drive-in Charge	9.58	<u>9.58</u>	<u>9.77</u>
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Per Month

Redelivery Fee (carts)	28.79	<u>28.79</u>	<u>29.36</u>
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Per Occurrence

O-4735

Carry-out Surcharge	5.74	<u>5.74</u>	<u>5.85</u>
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Per Month

**C. On-Call Bulky
Waste
Collection Fees
(Per Occurrence
– Per Item)**

	<u>2020</u>	<u>2021</u>	<u>2022</u>
Appliances	78.56	<u>78.56</u>	<u>80.71</u>
Refrigerator/Freezer	83.78	<u>83.78</u>	<u>86.68</u>
Sofa	81.15	<u>81.15</u>	<u>83.67</u>
Chair	76.00	<u>76.00</u>	<u>77.77</u>
Mattress or box springs	76.00	<u>76.00</u>	<u>77.77</u>
Tire: Auto/light truck	38.00	<u>38.00</u>	<u>38.68</u>
Tire: Bus/heavy truck	48.03	<u>48.03</u>	<u>49.20</u>
Tire: Additional for rims or wheels	28.46	<u>28.46</u>	<u>28.97</u>
Miscellaneous, per cubic yard	105.59	<u>105.59</u>	<u>107.68</u>

**D. Temporary
Container
Service**

	<u>2020</u>	<u>2021</u>	<u>2022</u>
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Temp. 2-yard container	83.04	<u>83.04</u>	<u>84.69</u>
Daily rent	1.93	<u>1.93</u>	<u>1.97</u>
Delivery fee	72.95	<u>72.95</u>	<u>74.40</u>
Temp. 4-yard container	105.28	<u>105.28</u>	<u>107.37</u>
Daily rent	2.41	<u>2.41</u>	<u>2.46</u>
Delivery fee	72.95	<u>72.95</u>	<u>74.40</u>
Temp. 6-yard container	126.75	<u>126.75</u>	<u>129.26</u>
Daily rent	2.87	<u>2.87</u>	<u>2.93</u>
Delivery fee	72.84	<u>72.84</u>	<u>74.28</u>
Temp. 100-yard container	4,136.80	<u>4,136.80</u>	<u>4,218.79</u>

(2) Multifamily and Commercial

A. **Carts**

Weekly Service	<u>2020</u>	<u>2021</u>	<u>2022</u>
20-gallon mini cart	17.92	<u>17.92</u>	<u>18.28</u>
35-gallon cart	27.90	<u>27.90</u>	<u>28.45</u>
64 gallon cart	51.00	<u>51.00</u>	<u>52.01</u>
96-gallon cart	76.50	<u>76.50</u>	<u>78.02</u>
32-gallon equivalent "extra"	6.71	<u>6.71</u>	<u>6.89</u>

B. Miscellaneous Services (Per Event)	<u>2020</u>	<u>2021</u>	<u>2022</u>
Return Trip	42.57	<u>42.57</u>	<u>43.42</u>
Carry-out service (per container)	4.75	<u>4.75</u>	<u>4.85</u>
Redelivery	59.92	<u>59.92</u>	<u>61.12</u>
Roll-out container	7.90	<u>7.90</u>	<u>8.06</u>
Unlock container	2.68	<u>2.68</u>	<u>2.73</u>
Gate opening	4.75	<u>4.75</u>	<u>4.85</u>
Pressure washing (per yard)	28.37	<u>28.37</u>	<u>28.94</u>
C. Comm.MF Uncompacted Containers	<u>2020</u>	<u>2021</u>	<u>2022</u>
1 Cubic Yard Uncompacted			
1 pickup/week/container	97.71	<u>97.71</u>	<u>99.67</u>
2 pickups/week/container	188.54	<u>188.54</u>	<u>192.32</u>
3 pickups/week/container	279.42	<u>279.42</u>	<u>285.02</u>
4 pickups/week/container	370.27	<u>370.27</u>	<u>377.69</u>

5 pickups/week/cont ainer	461.11	<u>461.11</u>	<u>470.34</u>
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6 pickups/week/cont ainer	551.97	<u>551.97</u>	<u>563.02</u>
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**1.5 Cubic Yard
Uncompacted**

1 pickup/week/contai ner	123.94	<u>123.94</u>	<u>126.42</u>
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2 pickups/week/cont ainer	239.84	<u>239.84</u>	<u>244.64</u>
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3 pickups/week/cont ainer	355.72	<u>355.72</u>	<u>362.84</u>
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4 pickups/week/cont ainer	471.62	<u>471.62</u>	<u>481.06</u>
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5 pickups/week/cont ainer	587.49	<u>587.49</u>	<u>599.26</u>
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6 pickups/week/cont ainer	703.46	<u>703.46</u>	<u>717.55</u>
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**2 Cubic Yard
Uncompacted**

1 pickup/week/contai ner	149.65	<u>149.65</u>	<u>152.95</u>
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2 pickups/week/cont ainer	289.31	<u>289.31</u>	<u>295.10</u>
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3 pickups/week/cont ainer	429.01	<u>429.01</u>	<u>437.60</u>
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4 pickups/week/cont ainer	568.65	<u>568.65</u>	<u>580.04</u>
---------------------------------	--------	---------------	---------------

5 pickups/week/cont ainer	708.34	<u>708.34</u>	<u>722.53</u>
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6 pickups/week/cont ainer	849.27	<u>849.27</u>	<u>866.28</u>
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**3 Cubic Yard
Uncompacted**

1 pickup/week/contai ner	198.66	<u>198.66</u>	<u>202.65</u>
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2 pickups/week/cont ainer	385.91	<u>385.91</u>	<u>393.64</u>
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3 pickups/week/cont ainer	573.13	<u>573.13</u>	<u>584.61</u>
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4 pickups/week/cont ainer	760.36	<u>760.36</u>	<u>775.59</u>
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5 pickups/week/cont ainer	947.59	<u>947.59</u>	<u>966.57</u>
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6	1,134.8	<u>1,134.8</u>	<u>1,157.5</u>
pickups/week/cont ainer	6	<u>6</u>	<u>9</u>

**4 Cubic Yard
Uncompacted**

1	248.15	<u>248.15</u>	<u>253.12</u>
pickup/week/contai ner			

2	482.93	<u>482.93</u>	<u>492.60</u>
pickups/week/cont ainer			

3	717.74	<u>717.74</u>	<u>732.11</u>
pickups/week/cont ainer			

4	952.54	<u>952.54</u>	<u>971.62</u>
pickups/week/cont ainer			

5	1,187.3	<u>1,187.3</u>	<u>1,211.1</u>
pickups/week/cont ainer	2	<u>2</u>	<u>0</u>

6	1,422.1	<u>1,422.1</u>	<u>1,450.6</u>
pickups/week/cont ainer	4	<u>4</u>	<u>2</u>

**6 Cubic Yard
Uncompacted**

1	345.73	<u>345.73</u>	<u>352.65</u>
pickup/week/contai ner			

2	675.56	<u>675.56</u>	<u>689.09</u>
pickups/week/cont ainer			

3 pickups/week/cont ainer	1,005.5 6	<u>1,005.5</u> <u>6</u>	<u>1,025.7</u> <u>0</u>
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4 pickups/week/cont ainer	1,335.5 0	<u>1,335.5</u> <u>0</u>	<u>1,362.2</u> <u>4</u>
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5 pickups/week/cont ainer	1,665.4 1	<u>1,665.4</u> <u>1</u>	<u>1,698.7</u> <u>6</u>
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6 pickups/week/cont ainer	1,995.3 6	<u>1,995.3</u> <u>6</u>	<u>2,035.3</u> <u>2</u>
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**8 Cubic Yard
Uncompacted**

1 pickup/week/contai ner	442.70	<u>442.70</u>	<u>451.57</u>
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2 pickups/week/cont ainer	867.72	<u>867.72</u>	<u>885.10</u>
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3 pickups/week/cont ainer	1,292.7 7	<u>1,292.7</u> <u>7</u>	<u>1,318.6</u> <u>6</u>
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4 pickups/week/cont ainer	1,717.8 3	<u>1,717.8</u> <u>3</u>	<u>1,752.2</u> <u>3</u>
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5 pickups/week/cont ainer	2,142.8 6	<u>2,142.8</u> <u>6</u>	<u>2,185.7</u> <u>7</u>
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6 pickups/week/cont ainer	2,567.9 2	<u>2,567.9</u> <u>2</u>	<u>2,619.3</u> <u>5</u>
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	"Extra" Uncompacted Cubic Yard	26.49	<u>26.49</u>	<u>27.02</u>
D.	Comm./MF Compacted Containers (Weekly Pulls)	<u>2020</u>	<u>2021</u>	<u>2022</u>
	1 cubic yard container	247.28	<u>247.28</u>	<u>252.23</u>
	1.5 cubic yard container	343.75	<u>343.75</u>	<u>350.63</u>
	2 cubic yard container	439.52	<u>439.52</u>	<u>448.32</u>
	3 cubic yard container	628.06	<u>628.06</u>	<u>640.64</u>
	4 cubic yard container	817.32	<u>817.32</u>	<u>833.69</u>
	6 cubic yard container	1,749.5 6	<u>1,749.5</u> <u>6</u>	<u>1,784.6</u> <u>0</u>
E.	Comm./MF Yard Debris (Per Month)	<u>2020</u>	<u>2021</u>	<u>2022</u>
	96-gallon cart (weekly collection)	14.31	<u>14.31</u>	<u>14.60</u>
	2 cubic yard container (weekly)	109.88	<u>109.88</u>	<u>112.08</u>
	Extra cubic yard	34.19	<u>34.19</u>	<u>34.87</u>
	Extra yard debris 32-gallon can	5.07	<u>5.07</u>	<u>5.17</u>

F. Roll-off Container Rental Permanent Noncompacted Service (Per Month)	<u>2020</u>	<u>2021</u>	<u>2022</u>
10 cubic yard container	54.99	<u>54.99</u>	<u>56.09</u>
15 cubic yard container	64.14	<u>64.14</u>	<u>65.42</u>
20 cubic yard container	82.48	<u>82.48</u>	<u>84.13</u>
25 cubic yard container	91.66	<u>91.66</u>	<u>93.83</u>
30 cubic yard container	100.82	<u>100.82</u>	<u>102.84</u>
40 cubic yard container	109.98	<u>109.98</u>	<u>112.18</u>
G.. Roll-off Container Rental Temporary Noncompacted Service (Per Month)	<u>2020</u>	<u>2021</u>	<u>2022</u>
10 cubic yard container	64.20	<u>64.20</u>	<u>65.40</u>
15 cubic yard container	73.20	<u>73.20</u>	<u>74.70</u>
20 cubic yard container	84.30	<u>84.30</u>	<u>86.10</u>

25 cubic yard container	95.40	<u>95.40</u>	<u>97.20</u>
30 cubic yard container	104.70	<u>104.70</u>	<u>106.80</u>
40 cubic yard container	122.70	<u>122.70</u>	<u>125.10</u>

(3) Comm./MF Drop-Box Collection (Per Haul)

A. Noncompacted Service	<u>2020</u>	<u>2021</u>	<u>2022</u>
10 cubic yard container	179.70	<u>179.70</u>	<u>183.29</u>
15 cubic yard container	179.70	<u>179.70</u>	<u>183.29</u>
20 cubic yard container	179.70	<u>179.70</u>	<u>183.29</u>
25 cubic yard container	179.70	<u>179.70</u>	<u>183.29</u>
30 cubic yard container	179.70	<u>179.70</u>	<u>183.29</u>
40 cubic yard container	179.70	<u>179.70</u>	<u>183.29</u>
B. Compacted Service	<u>2020</u>	<u>2021</u>	<u>2022</u>
10 cubic yard container	197.13	<u>197.13</u>	<u>201.07</u>
15 cubic yard container	197.13	<u>197.13</u>	<u>201.07</u>
20 cubic yard container	197.13	<u>197.13</u>	<u>201.07</u>

25 cubic yard container	197.13	<u>197.13</u>	<u>201.07</u>
30 cubic yard container	197.13	<u>197.13</u>	<u>201.07</u>
40 cubic yard container	197.13	<u>197.13</u>	<u>201.07</u>
C. Temporary	<u>2020</u>	<u>2021</u>	<u>2022</u>
10 cubic yard container	181.45	<u>181.45</u>	<u>185.08</u>
15 cubic yard container	181.45	<u>181.45</u>	<u>185.08</u>
20 cubic yard container	181.45	<u>181.45</u>	<u>185.08</u>
25 cubic yard container	181.45	<u>181.45</u>	<u>185.08</u>
30 cubic yard container	181.45	<u>181.45</u>	<u>185.08</u>
40 cubic yard container	181.45	<u>181.45</u>	<u>185.08</u>
Delivery Fee – all Temp Customers	137.46	<u>137.46</u>	<u>140.21</u>
D. Additional Services	<u>2020</u>	<u>2021</u>	<u>2022</u>
Additional mileage charge for hauls to other sites			
Charge per mile	7.33	<u>7.33</u>	<u>7.48</u>
Return Trip	64.14	<u>64.14</u>	<u>65.42</u>
Solid drop-box lid charge per month	64.14	<u>64.14</u>	<u>65.42</u>

Pressure washing (per yard)	14.68	<u>14.68</u>	<u>14.97</u>
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Stand-by time (per minute)	3.68	<u>3.68</u>	<u>3.74</u>
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Hourly Rates

Rear/side load packer and driver	192.43	<u>192.43</u>	<u>196.28</u>
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Front load packer and driver	192.43	<u>192.43</u>	<u>196.28</u>
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Drop-box truck and driver	192.43	<u>192.43</u>	<u>196.28</u>
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Additional labor (per person)	91.66	<u>91.66</u>	<u>93.49</u>
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(4) Wherever detachable containers are used having a capacity for which a rate has not been established, the director of Public Works is authorized to establish a rate for such container, which shall be consistent with the ratio of the container capacity to rate charged for the rate herein established.

(5) In addition to the collection rates established in subsections (1), (2) and (3) of this section, there shall be included a hazardous waste charge adopted by King County Board of Health.

Section 2. Effective date for new rates: For 2021, the monthly rates established in this Ordinance remain equal to the 2020 rates and are the rates to be charged as of January 1, 2021. For 2022, the monthly rates established in this Ordinance go into effect and become the rates to be charged as of January 1, 2022.

Section 3. The garbage rates set forth in KMC 16.12.030, which is amended by this ordinance, shall remain in force and effect until the rates set forth in this ordinance go into effect.

Section 4. If any provision of this ordinance or its application to any person or circumstance is held invalid,

46 the remainder of the ordinance, or the application of the provision
47 to other persons or circumstances is not affected.

48
49 Section 5. This ordinance shall be in force
50 and effect five days from and after its passage by the Kirkland
51 City Council and publication pursuant to Section 1.08.017,
52 Kirkland Municipal Code in the summary form attached to the
53 original of this ordinance and by this reference approved by the
54 City Council.

55
56 Passed by majority vote of the Kirkland City
57 Council in open meeting this _____ day of _____,
58 2020.

59
60 Signed in authentication thereof this _____
61 day of _____, 2020.

Penny Sweet, Mayor

Attest:

Kathi Anderson, City Clerk

Approved as to Form:

Kevin Raymond, City Attorney

PUBLICATION SUMMARY
OF ORDINANCE NO. 4735

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.

SECTION 1. Amends Section 16.12.030 of the KMC by amending solid waste collection rates.

SECTIONS 2 - 3. Provides an effective date for the rates.

SECTION 4. Provides a severability clause for the ordinance.

SECTION 5. Authorizes publication of the ordinance by summary, which summary is approved by the City Council pursuant to Section 1.08.017 Kirkland Municipal Code and establishes the effective date as five days after publication of summary.

The full text of this Ordinance will be mailed without charge to any person upon request made to the City Clerk for the City of Kirkland. The Ordinance was passed by the Kirkland City Council at its meeting on the 6th day of October, 2020.

I certify that the foregoing is a summary of Ordinance 4735 approved by the Kirkland City Council for summary publication.

Kathi Anderson, City Clerk

ORDINANCE O-4736

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.

1 The City Council of the City of Kirkland do ordain as follows:
2

3 Section 1. Table 15.24.020 of Section 15.24.020 of the Kirkland
4 Municipal Code, as last amended by Ordinance 4661, which establishes
5 the monthly water charge required to be paid to the City by customers
6 of the Kirkland Water System is further amended to read as follows:

Table 15.24.020

Customer Class	Rate	<u>2021</u>	<u>2022</u>
a. Single-family residential			
(1) Basic charge (includes 200 cubic feet of water consumed)	\$21.57	<u>21.57</u>	
			<u>21.79</u>
PLUS			
(2) Water consumption charge - 201 cubic feet to 1,200 cubic feet	\$5.17	<u>5.17</u>	<u>5.22</u>
PLUS			
(3) Water consumption charge - over 1,200 cubic feet	\$6.80	<u>6.80</u>	<u>6.87</u>
b. All other customers, including commercial and multifamily residential			
	Meter Size (inches)		
(1) Basic charge per size of meter	5/8 x 3/4	\$16.21	<u>16.21</u>
			<u>16.37</u>
	1	\$27.88	<u>27.88</u>
			<u>28.16</u>
	1-1/2	\$44.31	<u>44.31</u>
			<u>44.75</u>

	2	\$71.07	<u>71.07</u>
<u>71.78</u>	3	\$201.86	<u>201.86</u>
<u>203.88</u>	4	\$278.83	<u>278.83</u>
<u>281.62</u>	5	\$360.52	<u>360.52</u>
<u>364.13</u>	6	\$477.33	<u>477.33</u>
<u>482.10</u>	8	\$710.97	<u>710.97</u>
<u>718.08</u>			
PLUS			
(2) Water consumption charge		\$4.90 per 100 cubic feet of water consumed	<u>4.90</u> <u>4.95</u>
PLUS			
(3) Sprinkler consumption charge		\$7.87 per 100 cubic feet of water consumed	<u>7.87</u> <u>7.95</u>

7 Section 2. Effective date for new rates: For 2021, the monthly
8 service and consumption rates for water customers established in this
9 ordinance shall go into effect and become the rates to be charged as of
10 December 1, 2020, provided, however, that the monthly rates for water
11 customers billed on the City of Kirkland billing cycles number 2, number
12 4, and number 5 shall go into effect January 1, 2021. For 2022, the
13 monthly service and consumption rates for water customers established
14 in this ordinance shall go into effect and become the rates to be charged
15 as of December 1, 2021, provided, however, that the monthly rates for
16 water customers billed on the City of Kirkland billing cycles number 2,
17 number 4, and number 5 shall go into effect January 1, 2022.

18
19 Section 3. The water rates set forth in KMC 15.24.020, which is
20 amended by this ordinance, shall remain in force and effect until the
21 rates set forth in this ordinance go into effect.

22
23 Section 4. If any provision of this ordinance or its application to
24 any person or circumstance is held invalid, the remainder of the
25 ordinance, or the application of the provision to other persons or
26 circumstances is not affected.

27
28 Section 5. This ordinance shall be in force and effect five days
29 from and after its passage by the Kirkland City Council and publication
30 pursuant to Section 1.08.017, Kirkland Municipal Code in the summary
31 form attached to the original of this ordinance and by this reference
32 approved by the City Council.

33 Passed by majority vote of the Kirkland City Council in open
34 meeting this _____ day of _____, 2020.

35
36 Signed in authentication thereof this ___ day of
37 _____, 2020.

Penny Sweet, Mayor

Attest:

Kathi Anderson, City Clerk

Approved as to Form:

Kevin Raymond, City Attorney

PUBLICATION SUMMARY
OF ORDINANCE NO. 4736

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.

SECTION 1. Amends Section 15.24.020 of the Kirkland Municipal Code related to monthly water charges.

SECTIONS 2 - 3. Provides an effective date for the rates.

SECTION 4. Provides a severability clause for the ordinance.

SECTION 5. Authorizes publication of the ordinance by summary, which summary is approved by the City Council pursuant to Section 1.08.017 Kirkland Municipal Code and establishes the effective date as five days after publication of summary.

The full text of this Ordinance will be mailed without charge to any person upon request made to the City Clerk for the City of Kirkland. The Ordinance was passed by the Kirkland City Council at its meeting on the ____ day of _____, 2020.

I certify that the foregoing is a summary of Ordinance 4736 approved by the Kirkland City Council for summary publication.

Kathi Anderson, City Clerk

ORDINANCE O-4737

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.

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

Section 1. Table 15.24.070 of Section 15.24.070 of the Kirkland Municipal Code, as last amended by Ordinance 4662, which establishes the monthly sewer charge required to be paid to the City by customers of the Kirkland Sewer System is further amended to read as follows:

Table 15.24.070 (Effective 2021)

Customer Class	Rate
a. Single-family residential	
Basic charge	\$61.80 for first 300 cubic feet of average winter water consumption ("AWWC").
PLUS	
Consumption charge	\$5.49 per 100 cubic feet of AWWC beyond first 300 cubic feet.
b. Multifamily residential and commercial	
Basic charge	\$60.05 for first 600 cubic feet of water consumed.
PLUS	
Consumption charge	\$10.05 per 100 cubic feet of water consumed beyond first 600 cubic feet.
c. In special cases, single-family residents will be billed according to the following policies:	

Special Case	Sewer Rate Policy
New homes	Billed only basic charge until use is established.
Changes in property ownership	Billed only basic charge until use is established.
Changes in tenancy	Billed only basic charge until use is established.

Non-water customers	Billed at system average.
Leak adjustments	Billed per adjusted winter volume. City will factor water leak adjustment into calculation for sewer rate

Table 15.24.070 (Effective 2022)

Customer Class	Rate
a. Single-family residential	
Basic charge	\$61.80 <u>63.84</u> for first 300 cubic feet of average winter water consumption ("AWWC").
PLUS	
Consumption charge	\$5.49 per 100 cubic feet of AWWC beyond first 300 cubic feet.
b. Multifamily residential and commercial	
Basic charge	\$60.05 <u>61.55</u> for first 600 cubic feet of water consumed.
PLUS	
Consumption charge	\$10.05 <u>10.30</u> per 100 cubic feet of water consumed beyond first 600 cubic feet.

c. In special cases, single-family residents will be billed according to the following policies:

Special Case	Sewer Rate Policy
New homes	Billed only basic charge until use is established.
Changes in property ownership	Billed only basic charge until use is established.
Changes in tenancy	Billed only basic charge until use is established.
Non-water customers	Billed at system average.
Leak adjustments	Billed per adjusted winter volume. City will factor water leak adjustment into calculation for sewer rate

10 Section 2. Effective date for new rates: For 2021, the
 11 monthly service and consumption rates for sewer customers
 12 established in this ordinance shall go into effect and become the
 13 rates to be charged as of December 1, 2020; provided that, the
 14 monthly rates for sewer customers billed on the City of Kirkland
 15 billing cycles number 2, number 4, and number 5 shall go into
 16 effect January 1, 2021. For 2022, the monthly service and
 17 consumption rates for sewer customers established in this
 18 ordinance shall go into effect and become the rates to be charged
 19 as of December 1, 2021; provided that, the monthly rates for
 20 sewer customers billed on the City of Kirkland billing cycles
 21 number 2, number 4, and number 5 shall go into effect January
 22 1, 2022.

23
 24 Section 3. The sewer rates set forth in KMC 15.24.070,
 25 which is amended by this ordinance, shall remain in force and
 26 effect until the rates set forth in this ordinance go into effect.

27
 28 Section 4. If any provision of this ordinance or its
 29 application to any person or circumstance is held invalid, the
 30 remainder of the ordinance, or the application of the provision to
 31 other persons or circumstances is not affected.

32
 33 Section 5. This ordinance shall be in force and effect five
 34 days from and after its passage by the Kirkland City Council and
 35 publication pursuant to Section 1.08.017, Kirkland Municipal Code
 36 in the summary form attached to the original of this ordinance and
 37 by this reference approved by the City Council.

38
 39 Passed by majority vote of the Kirkland City Council in open
 40 meeting this _____ day of _____, 2020.

41
 42 Signed in authentication thereof this _____ day of
 43 _____, 2020.

 Penny Sweet, Mayor

Attest:

 Kathi Anderson, City Clerk

Approved as to Form:

 Kevin Raymond, City Attorney

PUBLICATION SUMMARY
OF ORDINANCE NO. 4737

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.

SECTION 1. Amends Section 15.24.070 of the Kirkland Municipal Code related to monthly sewer charges.

SECTIONS 2 - 3. Provides an effective date for the rates.

SECTION 4. Provides a severability clause for the ordinance.

SECTION 5. Authorizes publication of the ordinance by summary, which summary is approved by the City Council pursuant to Section 1.08.017 Kirkland Municipal Code and establishes the effective date as five days after publication of summary.

The full text of this Ordinance will be mailed without charge to any person upon request made to the City Clerk for the City of Kirkland. The Ordinance was passed by the Kirkland City Council at its meeting on the _____ day of _____, 2020.

I certify that the foregoing is a summary of Ordinance 4737 approved by the Kirkland City Council for summary publication.

Kathi Anderson, City Clerk

ORDINANCE O-4738

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.

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

2

3 Section 1. Section 15.56.020 of the Kirkland Municipal
4 Code, as last amended by Ordinance 4660, is hereby amended to
5 read as follows:

6 **15.56.020 Monthly surface water utility service rates.**

7

8 Effective 2021

9

10 The monthly surface water utility rates are based on the
11 impervious surface area.

12 (1) Single-Family Residential Parcels. The average impervious
13 area for a single-family residence is two thousand six hundred
14 square feet. This is based on the measurement of over three
15 hundred parcels. This value is referred to as an equivalent service
16 unit (ESU). The single-family service charge shall be equivalent to
17 one ESU and shall be a flat rate of eighteen dollars and forty-four
18 cents.

19 (2) All other Customers, Including Commercial and Multifamily
20 Residential. The service charge for all classes other than single-
21 family residences will be based on the number of ESUs. The actual
22 measured impervious area of each individual site will be divided
23 by two thousand six hundred square feet to determine the number
24 of ESUs of the individual site. The computed rate shall not be less
25 than that for one ESU. The surface water utility service rate for
26 these customers shall be eighteen dollars and forty-four cents per
27 each ESU.

28 (3) Late Fees. All fees and charges arising under this chapter
29 which are past due or delinquent shall be charged a late fee of
30 eight percent per annum.

31

32 Effective 2022

33

34 The monthly surface water utility rates are based on the
35 impervious surface area.

36 (1) Single-Family Residential Parcels. The average impervious
37 area for a single-family residence is two thousand six hundred

38 square feet. This is based on the measurement of over three
39 hundred parcels. This value is referred to as an equivalent service
40 unit (ESU). The single-family service charge shall be equivalent to
41 one ESU and shall be a flat rate of ~~eighteen dollars and forty-four~~
42 eighteen dollars and eighty-one cents.

43 (2) All other Customers, Including Commercial and Multifamily
44 Residential. The service charge for all classes other than single-
45 family residences will be based on the number of ESUs. The actual
46 measured impervious area of each individual site will be divided
47 by two thousand six hundred square feet to determine the number
48 of ESUs of the individual site. The computed rate shall not be less
49 than that for one ESU. The surface water utility service rate for
50 these customers shall be ~~eighteen dollars and forty-four~~ eighteen
51 dollars and eighty-one cents per each ESU.

52 (3) Late Fees. All fees and charges arising under this chapter
53 which are past due or delinquent shall be charged a late fee of
54 eight percent per annum.

55
56 Section 2. Effective date for new rates: For 2021, the
57 monthly rates established in this ordinance shall go into effect and
58 become the rates to be charged as of January 1, 2021. For 2022,
59 the monthly rates established in this ordinance shall go into effect
60 and become the rates to be charged as of January 1, 2022.

61
62 Section 3. The surface water utility rates set forth in KMC
63 15.56.020, which is amended by this ordinance, shall remain in
64 force and effect until the rates set forth in this ordinance go into
65 effect.

66
67 Section 4. If any provision of this ordinance or its
68 application to any person or circumstance is held invalid, the
69 remainder of the ordinance, or the application of the provision to
70 other persons or circumstances is not affected.

71
72 Section 5. This ordinance shall be in force and effect five
73 days from and after its passage by the Kirkland City Council and
74 publication, as required by law.

75 Passed by majority vote of the Kirkland City Council in open
76 meetings this _____ day of _____, 2020.

77
78 Signed in authentication thereof this _____ day of
79 _____, 2020.

Penny Sweet, Mayor

Attest:

Kathi Anderson, City Clerk

Approved as to Form:

Kevin Raymond, City Attorney

PUBLICATION SUMMARY
OF ORDINANCE NO. 4738

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.

SECTION 1. Amends Section 15.56.020 of the Kirkland Municipal Code related to monthly surface water service rates.

SECTIONS 2 - 3. Provides an effective date for the rates.

SECTION 4. Provides a severability clause for the ordinance.

SECTION 5. Authorizes publication of the ordinance by summary, which summary is approved by the City Council pursuant to Section 1.08.017 Kirkland Municipal Code and establishes the effective date as five days after publication of summary.

The full text of this Ordinance will be mailed without charge to any person upon request made to the City Clerk for the City of Kirkland. The Ordinance was passed by the Kirkland City Council at its meeting on the _____ day of _____, 2020.

I certify that the foregoing is a summary of Ordinance 4738 approved by the Kirkland City Council for summary publication.

Kathi Anderson, City Clerk