



# 2017 Sammamish Council Advance Agenda

*Council Governance...Moving Forward*

## **Day 1: Thursday, January 19<sup>th</sup>**

*Lido Boardroom*

<b>Activities</b>	<b>Timeline</b>
<b>1. Social</b>	<b>5:00PM</b>
<b>2. Dinner</b>	<b>6:00PM</b>
<b>3. Facilitated Discussion</b>	<b>6:30PM</b>
3.1. Around the table	
3.2. City Council Governance best practices conversation	
<i>Adjourn</i>	<b>8:00PM</b>

## **Day 2: Friday, January 20<sup>th</sup>**

*Breakfast/Lunch/Dinner – The Gallery*

*Retreat - Venice 1 Conference Room*

<b>Activities</b>	<b>Timeline</b>
<i>Breakfast/Public Comments</i>	<b>7:30AM</b>
<b>1. Preliminaries</b>	<b>8:00AM</b>
1.1. Opening remarks	
1.2. Review agenda	
1.3. Roles & responsibilities	
1.4. Nominal group technique	
<b>2. Communications Exercise</b>	<b>8:30AM</b>
2.1. Blocks	
2.2. What did we learn	
<b>3. Review of 2017 Work Plan</b>	<b>9:00AM</b>
3.1. High level overview	
<b>4. Visioning – 2049</b>	<b>9:30AM</b>
4.1. Headlines	

- 4.2. Consolidate
- 4.3. Prioritize
- 4.4. Frame

*Break* 10:30AM

**5. Council Meetings & Procedures**

- 5.1. Strengths & weaknesses 10:45AM
- 5.2. Number of meetings 11:00AM
- 5.3. Agendas – leadership meetings 11:30AM
- 5.4. Public comment period Noon

*Lunch* 12:15PM

- 5.5. Discussion conduct 1:00PM
- 5.6. Committee reports 1:30PM
- 5.7. Meeting management 2:00PM
- 5.8. Move to... 2:30PM

*Break* 2:45PM

**6. Council Committees**

- 6.1. Strengths and weaknesses 3:00PM
- 6.2. Purpose 3:15PM
- 6.3. Interdependencies 3:45PM
- 6.4. Reporting 4:15PM

**7. Day 2 Wrap Up** 4:45PM

- 7.1. Feedback
- 7.2. Closing remarks

*Adjourn* 5:00PM

*Dinner* 6:00PM

**Day 3: Saturday, January 21<sup>st</sup>**

*Breakfast – The Gallery*

*Retreat - Venice 1 Conference Room*

**Activities**

**Timeline**

*Breakfast/Public Comments* 7:30AM

**1. Long-Range Financial Situation** 8:00AM

- 1.1 Outlook



<b>2. Council-Staff Communications</b>	
2.1. Strengths & weaknesses	9:00AM
2.2. Email & in-person procedures	9:15AM
<b>3. Council Social Media Polices</b>	
3.1. Strengths & weaknesses	9:30AM
3.2. Process going forward	9:45AM
<i>Break</i>	<i>10:15AM</i>
3.3. Strategy & outreach	10:30AM
<b>4. Transportation Master Plan</b>	<b>11:00AM</b>
4.1. Consultant RFP discussion	
<b>5. Day 3 Wrap Up</b>	<b>11:30AM</b>
5.1. Accountability	
5.2. Next steps	
5.3. Evaluation	
5.4. Closing remarks	
<i>Adjourn</i>	<i>Noon</i>



**CITY OF SAMMAMISH  
WASHINGTON  
RESOLUTION NO. R2016-668**

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**A RESOLUTION OF THE CITY OF SAMMAMISH,  
WASHINGTON, REVISING THE RULES OF PROCEDURE  
FOR THE CITY COUNCIL**

WHEREAS, Chapter 35A.11 RCW gives the City Council of each code city the power to organize and regulate its internal affairs within the provisions of Title 35A RCW; and

WHEREAS, the City Council has adopted rules and procedures to assist in the conduct of City business; and

WHEREAS, the City Council wishes to revise its current Council Rules;

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SAMMAMISH,  
WASHINGTON, DOES RESOLVE AS FOLLOWS:**

**Section 1. Framework.** The following rules shall constitute the official rules of procedure for the Sammamish City Council and all prior rules are hereby superseded:

- A. All Council Meetings shall comply with the requirements of the Open Meetings Act (RCW Chapter 42.30). All Regular Business Meetings, Special Meetings and Regular Study Sessions of the Council shall be open to the public; and
- B. In all decisions arising from points of order, the Council shall be governed by Robert's Rules of Order (most current edition), a copy of which is maintained in the office of the Sammamish City Clerk.

**Section 2. Meetings.**

- A. Regular Business Meetings Dates, Times. All regular meetings of the City Council shall be held at the times and locations specified by applicable ordinances and resolutions of the Council.
- B. Meetings.
  - 1. *Regular Business Meetings.* All regular meetings of the City Council shall be held on the First Tuesday and Third Tuesday of each month beginning at 6:30 pm.
  - 2. *Regular Study Sessions.* All regular study sessions of the City Council shall be held on the Second Tuesday of each month beginning at 6:30 pm. Departmental work program updates should be included on a Study

## Rules of Procedures

Session agenda on a quarterly basis.

3. Should any meeting date occur on a legal holiday, the meeting shall be held on a day, time and place established by a majority vote of the Council. Regular Study Sessions will normally be informal meetings for the purpose of reviewing: the upcoming Regular Business Meeting preliminary agenda; forthcoming programs and future Council agenda items; progress on current programs or projects; or other information the City Manager feels is appropriate. Under special circumstances, final action may be taken at a Regular Study Session.
  4. *Special Meetings.* Special Meetings may be held by the Council subject to notice requirements prescribed by State law. Special Meetings may be called by the Mayor, Deputy Mayor, or any four members of the City Council by written notice delivered to each member of the Council at least twenty-four hours before the time specified for the proposed meeting. The notice of such Special Meetings shall state the subjects to be considered, and no subject other than those specified in the notice shall be considered.
  5. *Executive Sessions.* The Council may hold Executive Sessions from which the public may be excluded, for those purposes set forth in RCW 42.30.110. Before convening an Executive Session, the Presiding Officer shall announce the purpose of the Session and the anticipated time when the Session will be concluded. Should the Session require more time, a public announcement shall be made that the Session is being extended.
  6. *Meeting Place.* Council Meetings will be held at Sammamish City Hall, located at 801 228<sup>th</sup> Avenue SE, Sammamish, Washington, 98075, or as otherwise directed by the Council and properly noticed.
  7. *Public Notice.* The City shall comply with the provisions of RCW 35A.12.160.
  8. *Adjournment.* Council Meetings shall adjourn no later than 10:00 pm. The adjournment time established thereunder may be extended to a later time certain upon approval of a motion by a majority of the Council. Any Councilmember may call for a "Point of Order" at 9:30 p.m. to review agenda priorities.
- C. Attendance, Excused Absences. Members of the Council may be excused from attending a City Council meeting by contacting the Mayor prior to the meeting and stating the reason for his or her inability to attend. If the member is unable to contact the Mayor, the member shall contact the City Manager or City Clerk, who shall convey the message to the Mayor. Following roll call, the Presiding Officer

## Rules of Procedures

shall inform the Council of the member's absence, state the reason for such absence, and inquire if there is a motion to excuse the member. This motion shall be non-debatable. Upon passage of such motion by a majority of members present, the absent member shall be considered excused and the City Clerk will make an appropriate notation in the minutes. Councilmembers who do not follow the above process will be considered unexcused and it shall be so noted in the minutes. As set forth in RCW 35A.13.020 and RCW 35A.12.060, a council position shall become vacant if a Councilmember fails to attend three consecutive regular meetings of the City Council without being excused by the City Council.

### D. General Decorum.

1. While the Council is in session, the members must preserve order and decorum, and a member shall neither, by conversation or otherwise, delay or interrupt the proceedings or the peace of the Council, nor disrupt any member while speaking, nor refuse to obey the orders of the Council or the Mayor, except as otherwise provided in these Rules.
2. Any person making disruptive, impertinent, or slanderous remarks or who becomes boisterous while addressing the Council shall be asked to leave by the Presiding Officer and barred from further audience participation before the Council for that meeting.

E. Quorum. At all Council Meetings, a majority of the Council (four members) shall constitute a quorum for the transaction of business, but a lesser number may adjourn from time to time and may compel the attendance of absent members in such manner and under such penalties as may be prescribed by ordinance.

F. Voting. The votes during all Council Meetings shall be conducted as follows:

1. Unless otherwise provided for by statute, ordinance, or resolution, all votes shall be taken by voice, except that at the request of any Councilmember, a random roll call vote shall be taken by the City Clerk or the Presiding Officer may call for a show of hands. In order to maintain an accurate record of all votes of the City Council, the City Clerk shall record by name in the meeting minutes any Councilmember who casts a vote against a motion or other matter.
2. The passage of any ordinance, grant or revocation of franchise or license, and any resolution for the payment of money shall require the affirmative vote of at least a majority of the whole membership of the council.
3. In case of a tie vote on any motion, the motion shall be considered lost.
4. Each Councilmember shall vote on all questions put to the Council, unless a conflict of interest or other disqualifying matter under State law is present. Unless a member of the Council states that he or she is abstaining for the

above reasons, his or her silence shall be recorded as an affirmative vote.

**Section 3. Order of Business.**

A. Agenda and Council Packet Preparation.

1. The City Clerk, under direction of the City Manager, will prepare a preliminary agenda for each Council Meeting specifying the time and place of the meeting and setting forth a brief general description of each item to be considered by the Council. The preliminary agenda is subject to review by the Presiding Officer.
2. An item for a Regular Business Council Meeting may be placed on the preliminary agenda by a majority vote or consensus of the Council, by the Mayor or Deputy Mayor in the absence of the Mayor, by the City Manager, or by any three Councilmembers who so advise the Mayor and City Manager no later than close of business on the Wednesday preceding such Regular Business Council Meeting.
3. An item may be placed on the preliminary agenda for a Regular Business Council Meeting after the preliminary agenda is finalized only if a Councilmember or the City Manager explains the necessity for placing the item on the agenda and receives a majority vote of the Council to do so.
4. Legally required advertised public hearings will have a higher priority over other agenda items scheduled for convenience rather than for statutory or other reasons.
5. Agenda items that are continued from one meeting to another will have preference on the agenda to the extent possible.
6. It is the intent of the City Council that council procedures be periodically reviewed as needed.

B. Consent Calendar.

1. The City Manager, in consultation with the Presiding Officer, shall place matters on the Consent Calendar which (a) have been previously discussed by the Council, or (b) based on the information delivered to members of the Council, by the administration, can be reviewed by a Councilmember without further explanation, or (c) are so routine or technical in nature that passage is likely.
2. The motion to adopt the Consent Calendar shall be non-debatable and have the effect of moving to adopt all items on the Consent Calendar. Since adoption of any item on the Consent Calendar implies unanimous consent, any member of the Council shall have the right to remove any item from the Consent Calendar.

If any matter is withdrawn, the Presiding Officer shall place the item at an appropriate place on the agenda for deliberation at the current or future Council Meeting.

### C. Public Comment and Testimony.

The Council will take public comment or testimony at the Regular Business Meeting only during a Public Hearing or during the Public Comment period for no more than three minutes, or no more than five minutes when presenting the official position of a recognized organization. The Presiding Officer shall retain the discretion to implement measures designed to accommodate all who wish to address the City Council, while also ensuring that sufficient meeting time remains for the City Council to complete all of the public's other business included on the meeting agenda. Depending on the circumstances, such measures may include but are not necessarily limited to amending the amount of time available to speakers (e.g., not more than two minutes), recessing a Public Hearing or Public Comment period to later on that meeting's agenda, and similar measures designed to ensure an appropriate balance between the public's right to be heard on a particular matter and the Council's obligation to complete all of the public's other business included on a meeting agenda.

If a person appearing before the Council has more than one matter to bring up before the Council, that person, after speaking on one matter, will be given an opportunity to bring up other matters after other speakers have been given the opportunity to address the City Council. The Presiding Officer may ask the rest of the Councilmembers if they have any questions before being excused. After a citizen (or group of citizens) has made public comment, the Presiding Officer will respond to the citizen or group with one of the following actions:

1. The commentator will be thanked for his/her input if it is a comment only;
2. Staff will be directed to follow up if an administrative answer or problem resolution is required;
3. The commentator will be requested to provide more information in writing to the City Clerk if further information is needed to clarify or formalize a request. This information will be distributed to the Council before the next Regular Business Meeting or Regular Study Session;
4. The item will be referred by the Presiding Officer to the City Manager for scheduling on a future Regular Study Session Agenda or a Regular Business Meeting Agenda; or
5. The item will be placed on that night's agenda if it is an emergency or is driven by an imminent due date.

The decision as to which alternative to use will be at the discretion of the Presiding Officer. The Presiding Officer will verbalize a reason for his/her choice. After the Presiding Officer's decision, any Councilmember may make a motion to select one of the other alternatives. If the motion is seconded, it will be discussed and voted upon. Should the motion fail, the Presiding Officer may use the previously chosen alternative or may select a different one, again providing a verbal reason.

6. Identification of Speakers. Persons testifying shall identify themselves for the record as to name, address and organization.
7. Instructions for Speakers. An instruction notice for speakers will be available at the meeting. Speakers will be advised by the Presiding Officer that their testimony is being recorded.

D. Rules for Public Testimony during Public Hearings.

The following rules shall be observed during any Public Hearing:

1. Individuals will be allowed three minutes to speak, or five minutes when presenting the official position of a recognized organization, and each organization shall have only one five-minute presentation. If a speaker purports to speak for an organization, club or other so as to lead the Council to believe that a number of persons support a position, then such person shall state how that position was developed by the group.
2. The City Clerk shall be the timekeeper.

**Section 4. Duties and Responsibilities for Councilmembers.**

A. Councilmember Job Description.

The principal job of a City Councilmember is to make policy. Policy making often takes the form of passing ordinances or resolutions. Councilmembers should base their policy making decisions on many factors after considering input from many sources, including the city staff, citizen's groups, advisory commissions and others. It is the councilmember's responsibility to consider the merits of each idea and then approve, modify, or reject it. Councilmembers should also consider community needs and available resources when making their decisions. It is the job of the City Manager and staff to implement the policies set by the City Council.

B. Public Statements.

Any member of the Council has a right to express personal views and opinions. However, statements representing the views or decisions of the Council must be authorized by a majority or consensus of the Council. Minority views or positions may be conveyed as well.

### C. Ethics Laws.

State law provides a specific code of ethics for city officials. RCW 42.23.070 prohibits a municipal official from:

1. Using his position to secure special privileges or exemptions for himself or others.
2. Directly or indirectly, giving or receiving any compensation, gift, gratuity, or reward from any sources, except the employing city, for a matter related to the official's services.
3. Accepting employment or engaging in business that the officer might reasonably expect would require him to disclose confidential information acquired by reason of his position.
4. Disclosing confidential information gained by reason of the officer's position, or use of such information for personal gain.

### D. Information Sharing.

It is in the public interest that, to the greatest extent possible, all members of the City Council have an opportunity to be aware of and act upon the information that is available to other members.

The City Council places a high value on conducting the public's business in an open and transparent manner. While Councilmembers are not expected to place on the record all contacts with City residents and other stakeholders on every matter, Councilmembers should place on the record all contacts with City residents and other stakeholders on matters about which a Councilmember reasonably believes the other Councilmembers should be apprised. Examples of such matters would include but not be limited to contacts with opposing parties in litigation involving the City, vendors seeking contracts with the City, and matters of similar sensitivity.

### E. Confidentiality and Executive Sessions.

Councilmembers must keep confidential all written materials and verbal information provided to them during Executive Sessions to ensure that the City's position is not compromised. Confidentiality also includes information provided to Councilmembers outside of Executive Sessions when the information is considered to be exempt from disclosure under the Revised Code of Washington.

F. Election of Mayor/Mayor Pro Tem.

1. Swearing in of New Councilmembers. New Councilmembers shall be sworn in by a member of the judiciary or by the City Clerk.
2. Pursuant to RCW 35A.13.030, biennially, at the first meeting of the new council, the council shall choose a chair from among their number. The chair of the council shall have the title of mayor and shall preside at meetings of the council. In addition to the powers conferred upon him or her as mayor, he or she shall continue to have all the rights, privileges, and immunities of a member of the council. The mayor shall be recognized as the head of the city for ceremonial purposes. He or she shall have no regular administrative duties.
3. The motion to elect the Mayor will be placed on the agenda of the first regular meeting and the election will occur at said meeting.
4. No one Councilmember may nominate more than one person for a given office until every member wishing to nominate a candidate has an opportunity to do so. Nominations do not require a second vote. The Chair will repeat each nomination until all nominations have been made. When it appears that no one else wishes to make any further nominations, the Chair will ask again for further nominations and if there are none, the Chair will declare the nominations closed. A motion to close the nominations is not necessary. After nominations have been closed, voting for Mayor shall take place in the order nominations were made. Councilmembers will be asked for a voice vote and a raise of hands. As soon as one of the nominees receives a majority vote (four votes), then the Chair will declare him/her elected. No votes will be taken on the remaining nominees. If none of the nominees receives a majority vote, the Chair will call for nominations again and repeat the process until a single candidate receives a majority vote before the Office of Deputy Mayor is opened for nominations. A tie vote results in a failed nomination.
5. In the temporary absence of the mayor, the deputy mayor shall perform the duties and responsibilities of the mayor with regard to the conduct of meetings and emergency business. In the event that the mayor is unable to serve the remainder of his or her term, a new mayor shall be elected at the first regular meeting following the conclusion of the mayor's term. In the event the deputy mayor is unable to serve the remainder of his or her term, a new deputy mayor shall be elected at the first regular meeting following the conclusion of the deputy mayor's term.
6. A super majority vote (5 councilmembers) shall be required to approve a motion to remove the Mayor or Deputy Mayor from office for serious cause.

G. Duties of Mayor and Deputy Mayor.

1. Presiding Officers. The Mayor, or in his or her absence, the Deputy Mayor, shall be the Presiding Officer of the Council. In the absence of both the Mayor and the Deputy Mayor, the Council shall appoint one of the members of the Council to act as a temporary Presiding Officer.
2. Presiding Officer's Duties. It shall be the duty of the Presiding Officer to:
  - A. Call the meeting to order;
  - B. Keep the meeting to its order of business;
  - C. Control discussion in an orderly manner;
  - D. Give every Councilmember who wishes an opportunity to speak when recognized by the chair;
  - E. Permit audience participation at the appropriate times;
  - F. Require all speakers to speak to the question and to observe the rules of order;
  - G. State each motion before it is discussed and before it is voted upon; and
  - H. Put motions to a vote and announce the outcome.
3. Presiding Officer, Questions of Order. The Presiding Officer shall decide all questions of order, subject to the right of appeal to the Council by any member.
4. Presiding Officer, Participation. The Presiding Officer may at his or her discretion call the Deputy Mayor or any member to take the chair.
5. Request for Written Motions. Motions shall be reduced to writing when requested by the Presiding Officer of the Council or any member of the Council. All resolutions and ordinances shall be in writing.

**Section 5. Advisory Committees and Staff.**

A. Appointment to Advisory Bodies.

1. Vacancies may be advertised so that any interested citizen may submit an application. Applicants are urged to be citizens of the City of Sammamish, but applications from residents living outside of the corporate boundaries may be considered if authorized by the resolution or ordinance establishing the advisory body.

2. Appointments to advisory bodies will be made by the City Council during a regularly scheduled meeting.
3. Newly appointed advisory body members will receive a briefing by the commission, committee, or task force chairperson and/or City staff regarding duties and responsibilities of members of the advisory body.
4. Appointees to advisory bodies may be removed prior to the expiration of their term of office by a majority vote of the City Council.

B. Key Staff Duties.

Any City employee shall attend a City Council meeting when requested by the City Manager for clarification or explanation of agenda items.

**Section 6. Council Committees/Appointments.**

- A. Council committees are policy review and discussion arms of the City Council. Committees may study issues and develop recommendations for consideration by the City Council. Committees may not take binding action on behalf of the City.
- B. Council committee structure shall be as determined by the city council and may include:
  1. Council Committees – Standing Committees established for special purposes, tasks or time frames (three or fewer Councilmembers);
  2. Subcommittees of the City Council – Ad hoc and informal working or study group (three or fewer Councilmembers); and
  3. Councilmember Appointments – To task teams or City Advisory Boards, commissions and committees (three or fewer Councilmembers).
- D. The Chair of any Council Committee or Subcommittee, and the City's representative to any external Board or Commission (e.g., Eastside Transportation Partnership), shall provide a written report to the City Council within a reasonable time after each meeting of a Committee, Subcommittee, or other External Body.

**Section 7. Effect/Waiver of Rules.** These rules of procedure are adopted for the sole benefit of the members of the City Council to assist in the orderly conduct of Council business. These rules of procedure do not grant rights or privileges to members of the public or third parties. Failure of the City Council to adhere to these rules shall not result in any liability to the City, its officers, agents, and employees, nor shall failure to adhere to these rules result in invalidation of any Council act. The City Council may, by a majority vote, determine to temporarily waive any of the provisions herein.

**PASSED BY THE CITY COUNCIL OF THE CITY OF SAMMAMISH,  
WASHINGTON, AT A REGULAR MEETING THEREOF THIS 16<sup>th</sup> DAY OF  
FEBRUARY, 2016.**

CITY OF SAMMAMISH

  
\_\_\_\_\_  
Mayor Donald J. Gerend

ATTEST/AUTHENTICATED:

  
\_\_\_\_\_  
Melonie Anderson, City Clerk

Approved as to form:

  
\_\_\_\_\_  
Michael R. Kenyon, City Attorney

Filed with the City Clerk:     January 27, 2016  
Passed by the City Council:    February 16, 2016  
Resolution No.:                 R2016-668



**CITY OF SAMMAMISH  
WASHINGTON  
RESOLUTION NO. R2010-398**

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**A RESOLUTION OF THE CITY OF SAMMAMISH,  
WASHINGTON, ESTABLISHING THE SELECTION OF  
THE DEPUTY MAYOR ON AN ANNUAL BASIS**

WHEREAS, state law is silent in regard to the selection of the Deputy Mayor; and

WHEREAS, the City Council desires to select the Deputy Mayor on an annual basis;

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SAMMAMISH,  
WASHINGTON, DO RESOLVE AS FOLLOWS:**

Commencing in January 2010, Council shall select the Deputy Mayor on an annual basis.

**PASSED BY THE CITY COUNCIL AT A REGULAR MEETING THEREOF  
ON THE 5<sup>TH</sup> DAY OF JANUARY, 2010.**

CITY OF SAMMAMISH

  
\_\_\_\_\_  
Mayor Donald J. Gerend

ATTEST/AUTHENTICATED:

  
\_\_\_\_\_  
Melonie Anderson, City Clerk

Approved as to form:

  
\_\_\_\_\_  
Bruce L. Disend, City Attorney

Filed with the City Clerk: December 29, 2009  
Passed by the City Council: January 5, 2009  
Resolution No.: R2010-398





## *Sammamish Vision Statement*

*Sammamish is a vibrant bedroom community blessed with a well-preserved natural environment, a family-friendly, kid-safe culture, and unrivaled connectedness.*

*From its expanding tree canopy, to its peaceful neighborhoods, to its multi-modal transportation resources, Sammamish captures the best of the past even as it embraces a burgeoning digital future and meets housing affordability through balanced, sustainable housing.*

*It is a state-of-the-art community - engaged, responsive and generous in its support for the full range of human endeavor.*





801 – 228<sup>th</sup> Avenue SE • Sammamish, WA 98075 • Phone: 425-295-0500 • Fax: 425-295-0600 • web: [www.sammamish.us](http://www.sammamish.us)

December 23, 2015

To: City Council  
Lyman Howard, Deputy City Manager

From: Tim Larson, Communications Manager

Subject: January 2016 Council Retreat  
Vision Statement Summary

At the 2015 retreat, Communications Manager Tim Larson provided the following summary of the “Sammamish 2040 Vision” presentations made by members of the City Council.

- *This city of 80,000 people has a bigger, healthier tree canopy than it did in 2015. The city has pro-actively reforested and preserved at every turn.*
- *Once almost extinct, the Kokanee now easily outnumber the people.*
- *The streams, lakes, wetlands and open spaces that drew people to Sammamish are intact.*
- *The congestion that helped trigger incorporation 41 years ago, has slowly but steadily declined to manageable levels thanks to increased mass transit, regional cooperation on bottlenecks, driverless vehicles, intra-city shuttles, shared battery-powered bikes, more local and in-home work, and a higher percentage of seniors in the population.*
- *The Town Center, guided by thoughtful standards, contains a performing arts center, senior center, conference center and a vibrant mixture of shops, restaurants, offices, townhomes, apartments, pathways and green spaces. It has become exactly what the community envisioned at the beginning of this century.*
- *Sammamish is a cutting edge, digital community with a very large, city-ordained pipe. Everything from distant learning opportunities to technology incubator projects have blossomed here.*
- *Residents get a lot of bang for their buck. The city remains Yazicified, relying on a contract approach and only adding staff when absolutely necessary.*
- *A 40-year tradition of large ending fund balances continues.*
- *The city has little or no debt.*
- *The city's investments in a community center, senior center and other public spaces, along with a steady growth in parks and recreational programming, have created tremendous connective tissue within the city. Volunteerism and other forms of community engagement are off the charts.*
- *The city has sufficient ball fields, field houses, parks, pools and recreational facilities to meet current and future demand.*
- *A greater variety of living units has expanded the population of young adults and seniors. Affordable housing options and ADUs have given Sammamish a rich, multi-generational mix.*
- *Sammamish has it all—a beautiful, sustainable environment, a family-friendly, kid-safe culture, and complete connectedness. Whether you want to work, shop, relax, learn or socialize—it's at your fingertips.*

cc: Ben Yazici, City Manager



Finance 2040: Twelve more balanced biennial budgets, with healthy reserves. How do we get there as we grow to 75,000 or more residents?

- Continue to use the contract model, expanding permanent staff only as necessary to provide basic services to our increasing population.
- Continue to hire a versatile and creative staff. Pay them fairly and value their contributions to the city.
- Continue our pay as you go approach to capital improvements, both in roads and other basic infrastructure as well as with recreational infrastructure.
- Continue our culture of volunteerism, as local residents take ownership of their own neighborhoods and their own city.

Public Services: Using a combination of basic civic services and contracted and partnered services, Sammamish's citizens are well-served by the City of Sammamish.

Healthy Environment 2040: Sammamish is known as a place with an extensive tree canopy, with open space, trails, and healthy streams and lakes. How does that happen?

- Our tree retention ordinance in 2015 is only the beginning of an ongoing policy of creating urban forests and preserving existing forest and open space in the city. We begin to reforest public spaces. We create new tree regulations for private property and encourages healthy trees and forest lands long-term.
- We continue to work with our regional partners and non-profits to establish the "emerald necklace" around our borders. This would include a finished East Lake Sammamish Trail that connects Sammamish residents to trails north and south of the city.
- We continue to develop smart storm water systems to infiltrate locally, and keep the waters of our lakes and streams clean and healthy.
- Look for opportunities to add open space to our city inventory. Continue to use volunteers and organizations such as the Washington Trails Associations to establish new trails in these lands.
- Using TDRs and other methods we protect our major basins and our erosion and landslide areas permanently.

Infrastructure 2040: A roads and transit system that minimizes congestion and transit systems that get people to their destinations. An electronic communications system (fiber optic?) that allows employees to work from Sammamish, reducing the need for commutes.

- Continue to work with our regional partners to solve commuter roads issues especially north and south of our city: Lower Sammamish Way/Commutes to I-90 and SR520.
- Work with communications companies to explore better options for faster and better digital communications.
- Continue to work with the region to provide comprehensive regional transit systems. Explore options for intra-city transit systems.

Recreational Infrastructure 2040: Sports fields are available inside the city and in nearby areas for our continuing large population of youth and adult sports teams. Civic space is available for a multitude of indoor and outdoor activities. Active use parks are available in and around the city.

- Develop the Y property for long term recreational use.
- Look for more opportunities to work with the schools and school districts to provide quality sports fields.
- Look for opportunities to secure versatile indoor facilities for arts, educations, civic functions, teens and much more.
- Look for opportunities to develop parks for less well-served areas of the community.
- Create a plan and begin long term development of Soaring Eagle Park.



Good Morning, this is Kathleen Huckabay with Roads Scholar America reporting from Sammamish Days 2040.

While the parade starts at 1p.m., I came early to see this vibrant city where I have lived for over 55 years.

The city has grown from 39,000 to over 80 thousand residents and has expanded its boundaries to include the Klahanie area. As you can see from this sign, Sammamish is a vibrant family oriented community with citizens engaged on many fronts. In that time, the city has moved from being a 'contract' city to being a full service/contract city based on

First stop on our tour will be some of the many community gardens and the next stop will be the city's Performing Arts/Education Center.

We will be joined by the two of the founders of the city's community gardens initiative. The idea for a Sammamish Tilth was launched in 2018 by Sid Gupta, Melonie Anderson and the 2 Sammamish Garden Clubs. Over the years, that idea has grown to 15 urban gardens as well as plantings of fruits and vegetables in the cities rights of way and it is in the forefront of sustainable and local urban gardening programs in the United States.

Next stop is Performing Arts/Education Center. As you can see from the sign, this unique center provides a home for the Sammamish Symphony, Little Theatre and Choral as well as many local non-profits. What makes it so unique is that it is also home to running start and senior oriented classes sponsored by Bellevue College and other organizations. Due to the great vision of the 2015 city council, the city has been able to develop this renowned center which not only serves its citizens but has been able to significantly reduce the need to drive off the Plateau for these services. As we pull into the parking lot see the many Google driverless cars parked in the back. Services such as this have provided mobility to seniors and tweens who are not able to drive as well as reducing our carbon footprint.



## Sammamish 2040 – Odell Vision

In 2040 Sammamish I hope that Sammamish will be in the same place my home town of Edina, Minnesota is in today. There are many similarities between Sammamish of today and the Edina of my late teens and early 20s (and still even today). Populations are similar as are the basic demographics of age, education, and income. Today Edina has a population that has aged and, like Sammamish, has become more culturally diverse for the same reasons. It has still found a way to retain its parks, lakes, tree cover, and considerable open space that drew many people to it during the two different times that I lived there and continues to do today. And it has remained financially healthy while continuing to be a full-service city.

I truly hope that Sammamish manages to continue to follow Edina on a parallel track (although I may not be around to check in 25 years! 😊 ).

Here is my vision (and hopes) for Sammamish in 2040:

- That the features of our city that attracted our family to Sammamish in 1989 still exist:
  - Lots of native trees along the roads, throughout our neighborhoods, and along our lakes and streams.
  - That the character of Sammamish has retained its semi-rural nature and has not devolved into just another packed and very urban suburb so often found elsewhere.
  - That our residents continue to be able to share our natural environment with the fish and other wildlife that is found here today.
  - Parks that appeal to all ages and interests are both available and well maintained.
  - That our good schools improve further and continue to provide the excellent foundation for college was available to my own children.
  - The opportunity to have the relaxed lifestyle that is enjoyed today by our current residents.

- That our city has restricted growth with the fact that we are essentially an island surrounded by water and steep slopes with only very limited options for adding vehicular access capability both within the city limits and in the surrounding communities that we will continue to transit to get to jobs and other activities.
  - Local connectivity has been improved and is relieving our crowded arterials and has been done in a manner which minimizes
  - Terrain features will realistically limit growth in traffic capacity to both the north and the south with limited expansion capability to the east.
  - This will cap our population growth.
  - Improving the pass-through of Sammamish traffic will not be a top priority for our neighbor cities.
  - That we have dealt with the other infrastructure issues that we face today with regard to storm water, local access, and non-motorized needs in a very cost –effective and naturally unintrusive way.
  
- That Sammamish has anticipated and prepared for the coming changes in the nature of its population as its residents age and their children leave home.
  - Additional services are made available to an ageing population.
  - Additional space is available for more medical services for everyone
  - Tri-level care is available in the city for its residents as they move through the latter stages of life.
  - There is a dedicated senior center with activities that go with it to go along with the youth focused facilities and activities that will continue to be needed.
  - We have obtained sufficient office and retail space to support local businesses that service our residents.

- That we have managed to avoid the mixed-use ugliness like that that is going up in downtown Redmond anywhere in our city.
- That the commercial/residential mix in our city is more like Hunts point or Medina than that of Bellevue or Kirkland.
- The Sammamish Community and Aquatic Centre will have undergone a substantial expansion and there is now a conference center with a civic auditorium.
- That a post-high school educational institution, like Bellevue College, has taken root in Sammamish.
- That we have continued our city's record of financial conservatism and have retained a top rating.

## **Sammamish Vision Statement – Odell Version**

Sammamish is a city that is known for its beautiful location with abundant natural attractions which include its heavily treed environment with its lakes and streams and parks. Our natural environment is unique for an urban area and is highly valued by our residents. It is one of the main reasons that people are choosing to live here. Sammamish is also fortunate to have outstanding schools and is known as a friendly, welcoming, safe, and financially sound community. We support and encourage our local businesses and many entrepreneurs.

Tom Odell

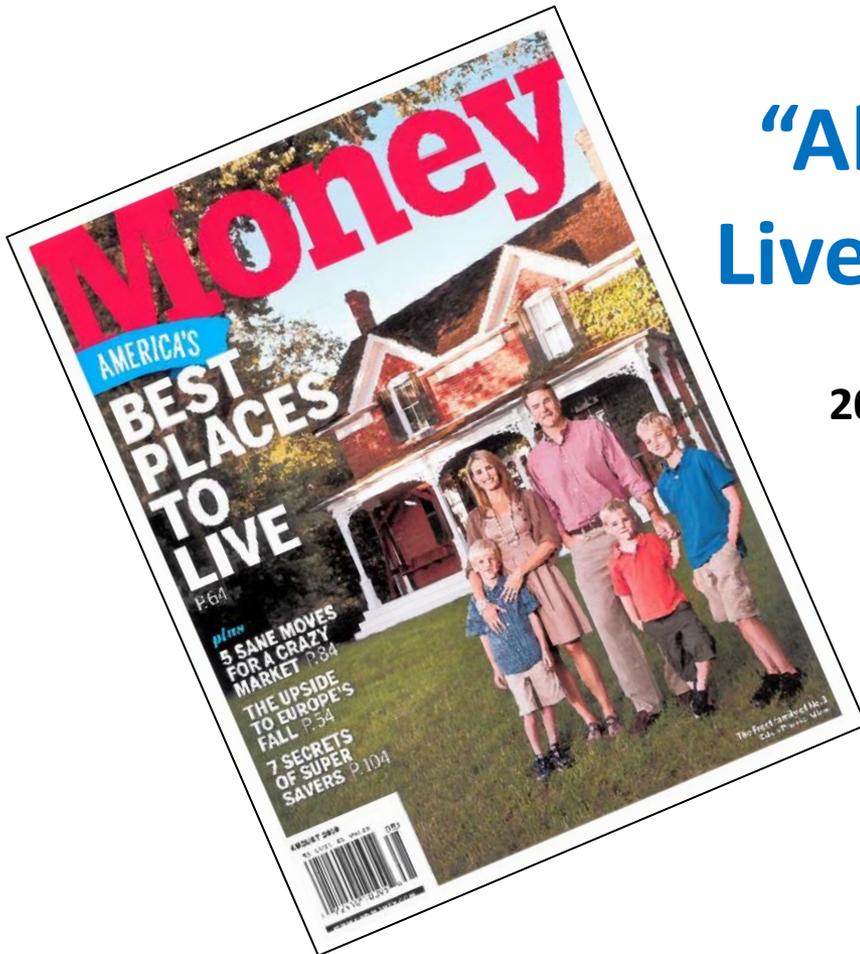
Jan 22, 2015



# “Absolute Best Place to Live in the United States”

2040 Review of Cities Over 50,000 pop.

$$f(x) = a_0 + \sum_{n=1}^{\infty} \left( a_n \cos \frac{n\pi x}{L} + b_n \sin \frac{n\pi x}{L} \right)$$



# So, let's look at Sammamish 2040



# SAMMAMISH SERVICES

## Public Safety

- Community concerns about road safety are ameliorated by driverless cars and trucks.
- Fire services still provided by EF&R after 4 ILA rewrites, along with over-arching regional enhanced 911 service and commonality of first provider communications systems.
- Disaster plans and facilities in place and well stocked.

# Public Works

- All services handled in house; no longer largely contract city.
- Water & sewer service under city government umbrella with a Utility Board.
- Smart meters and expanded distributed solar electrical generation.



# Parks

- Extensive programs offered year round, in cooperation with Y, schools, churches for children and adults. Emphasis on physical fitness, anti-obesity.
- Expanded volunteer opportunities for scouts, school projects.



# *Community Development*

- Permitting essentially all on-line or video conferencing with city staff.
- Data portals provide demographic and physical overlays and data banks which allow enhanced public participation in decision making and greater efficiency.
- Council and community periodically hold electronic town hall meetings & surveys.

# ***Sammamish 2040***

---

*As envisioned by Don Gerend, who  
resides, in 2040, in the Home for  
Retired Electeds , Heaven, WA*

# INFRASTRUCTURE

## Public Buildings

- Community/Aquatics Center: Lane pool expanded and used for competitive meets.
- Field House: Y property on 228<sup>th</sup> Phase I indoor soccer fields; Phase II has tennis and gymnastics.
- Electric propulsion shuttle buses operating between schools, neighborhoods and town center; automatic vehicles with continuous video monitoring for safety concerns.

# Roads



- Issaquah/Fall City and Issaquah/Pine Lake built out to meet trip demand. Also renamed.
- Entire road network meeting concurrency and maintaining standard of good repair.
- Intersection of Iss/FC and Iss/PL is now a multi-lane roundabout.
- 228<sup>th</sup> Ave renamed “Sky Blvd” or “Plateau Parkway” or whatever. Also rename 212<sup>th</sup> and 244<sup>th</sup>.
- Greatly expanded pedestrian/bicycle facilities, including Beaver Lake Drive, allowing many barricades to be removed.

**Well, maybe by 2140**



# *Parks and Open Space*



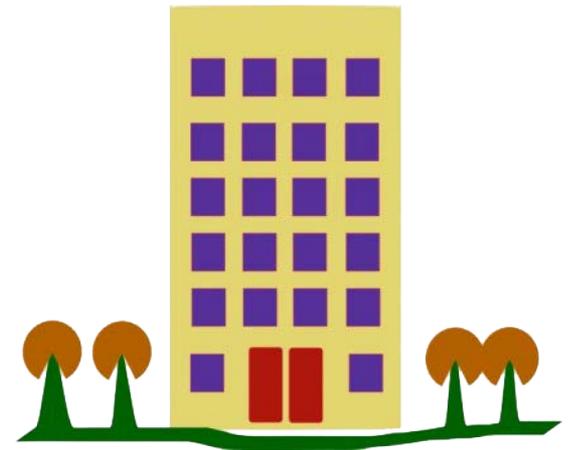
- All parks have significant trees and plants identified with tags, including QR codes.
- Augmented Reality Apps (overlay digital data over reality) used for education about environmental features.
- Emerald Necklace completed: 28 mile loop of the Plateau. Myriad of connecting trails spoking off of the Necklace, connecting throughout the City and to other regional trails. (Apps & interactive data portal allow hikers to report issues).

# Emerald Necklace Completed



## Town Center

- Mostly 6 story mixed use.
- Rent controlled ground floor retail/office so lease rates are affordable to local businesses.
- Storm water regional detention facility doubles as park-like area with trails, benches, etc.
- A few 10-12 story condo/mixed use projects with 360 degree vistas.



# Town Center has matured.



# Vintage 2010 Storm Water Pond

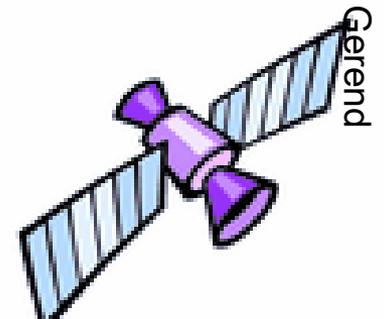


# 2040 Town Center Storm Water Facility



# Utilities

- Fiber network throughout the City, to the home. Public/private partnership. Fiber in mostly city-owned “pipe” with private connections to homes. Possibly in combination with replacement sewer/water pipes. Expect greater than 10 gigabit up/down to homes. Wall size video conferencing plus holography.
- Space X and Google(?) will be operating some 700 near-earth satellites in a network providing world-wide cell/internet connectivity.



# ENVIRONMENT

- Price of solar photovoltaic electrical generation continues downward. No coal or natural gas generating plants left in Washington. Flexible solar panels overlay side walls of buildings and high percentage of homes are net zero energy-wise.
- Standardized small nuclear fission electrical generating facilities being built in Eastern WA. Room temperature superconducting zero loss transmission lines provide power to Western WA. Fusion plants still in development stage.

# Fleet Conversion to Electric



- Self driving cars and trucks, all electric, reduce pollution. Van pool systems automated, seats reserveable by phone apps, Neighborhood Electric Vehicles used from home to Park & Ride lots with automatic garage structures and temperature controlled terminal buildings.
- Road Usage Charge has replaced gas tax, allows congestion pricing and replaces toll system. Automatically uploaded from vehicle; can even adjust charge per mile by travel lane.
- Global warming clearly exacerbated by impact of some 10 billion people. Sea level has increased about a half foot, Snoqualmie ski areas no longer operating.

# Sammamish expands public open space.



**That's open space,  
not animal corridors.**



# The unique bogs of Sammamish are preserved.



**Non-invasive, non-native,  
but beautiful.**



**Wildlife still drops by in spite of (or because of?) signs and clearly considered urban area under GMA.**



# Bobcats revealed by the snow.



# The ubiquitous flower and vegetable eater.



# Don't Give a Hoot



Barred Owl lives in  
Pine Lake Park.

# Kokanee of Lake Sammamish restored.



# Ilene still making kokanee cookies.



**Sammamish still about families.**

*“Family friendly,  
kid safe.”*



# Why We Embrace Sustainability



**It's all about people: one at a time.**



# Enjoying our lakes alone...



**with that special person...**



or with a few close friends.



# Partnerships still encouraged...



**and celebrated!**



# Great projects deserve recognition.



# Sister Cities with Turkey, etc.



# FINANCE

- State Constitutional Amendment allows tax increment financing to help finish Town Center infrastructure.
- City shares in Road Usage Charge revenues.
- Legislature allows counties to collect utility taxes, so Sammamish either collects them or the County gets them.
- State Transportation Improvement Board replaced with direct per capita distribution to cities and counties, weighted to reflect congestion and storm water issues.



# Other Aspects of 2040 Society

- Formal education methods more varied. Home schooling and distant learning more prevalent.
- Branch of Bellevue College/WSU in Town Center, focusing on Running Start/Continuing Education programs.



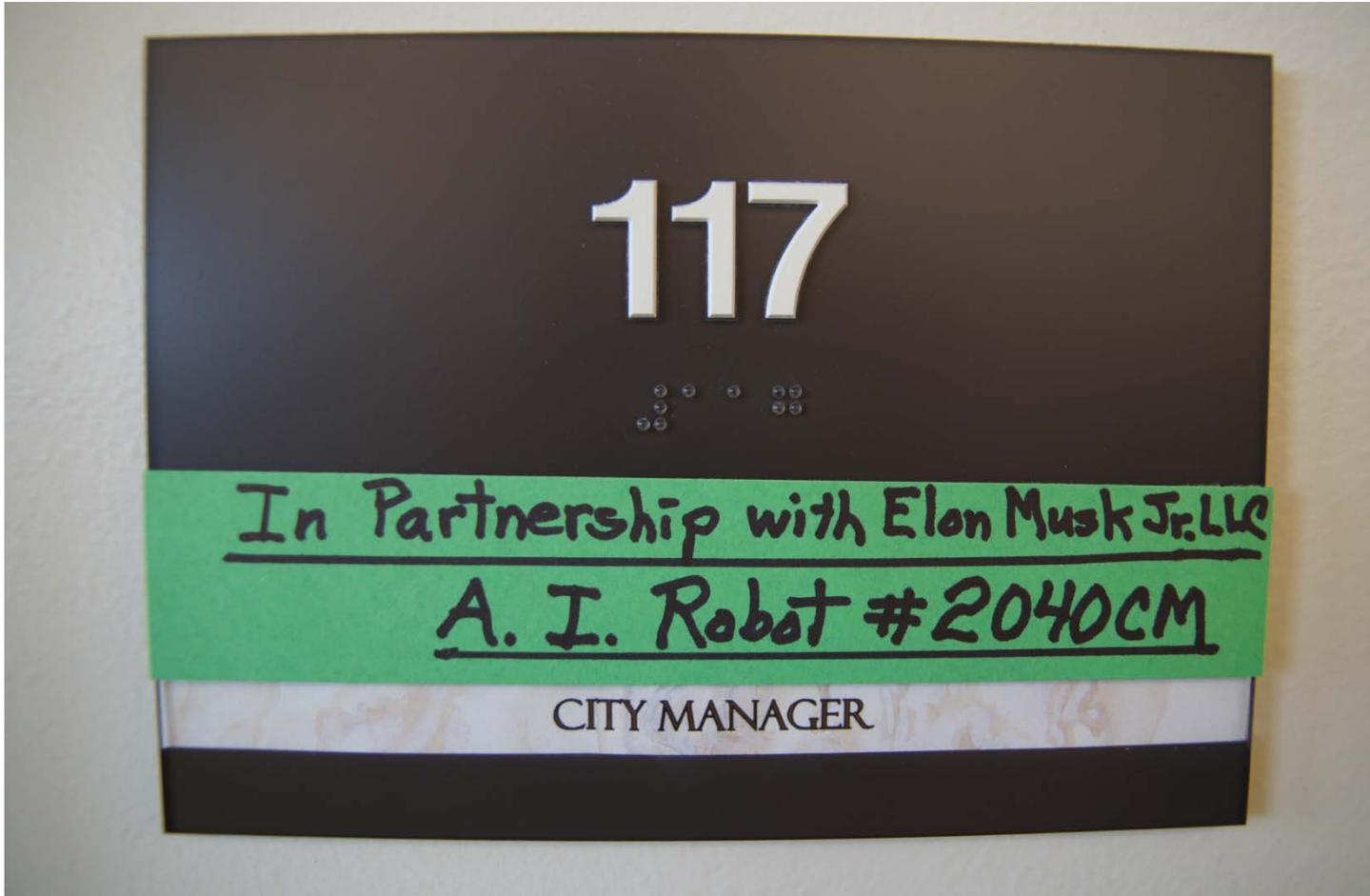
# Now, stretching a little more...

Artificial Intelligence gaining foothold in society.

- Many service jobs are being replaced with A.I.'s.
- Careers are in danger.
- A.I. can deal with cantankerous councilmembers without letting emotions get involved.
- Next step is completely logical.....



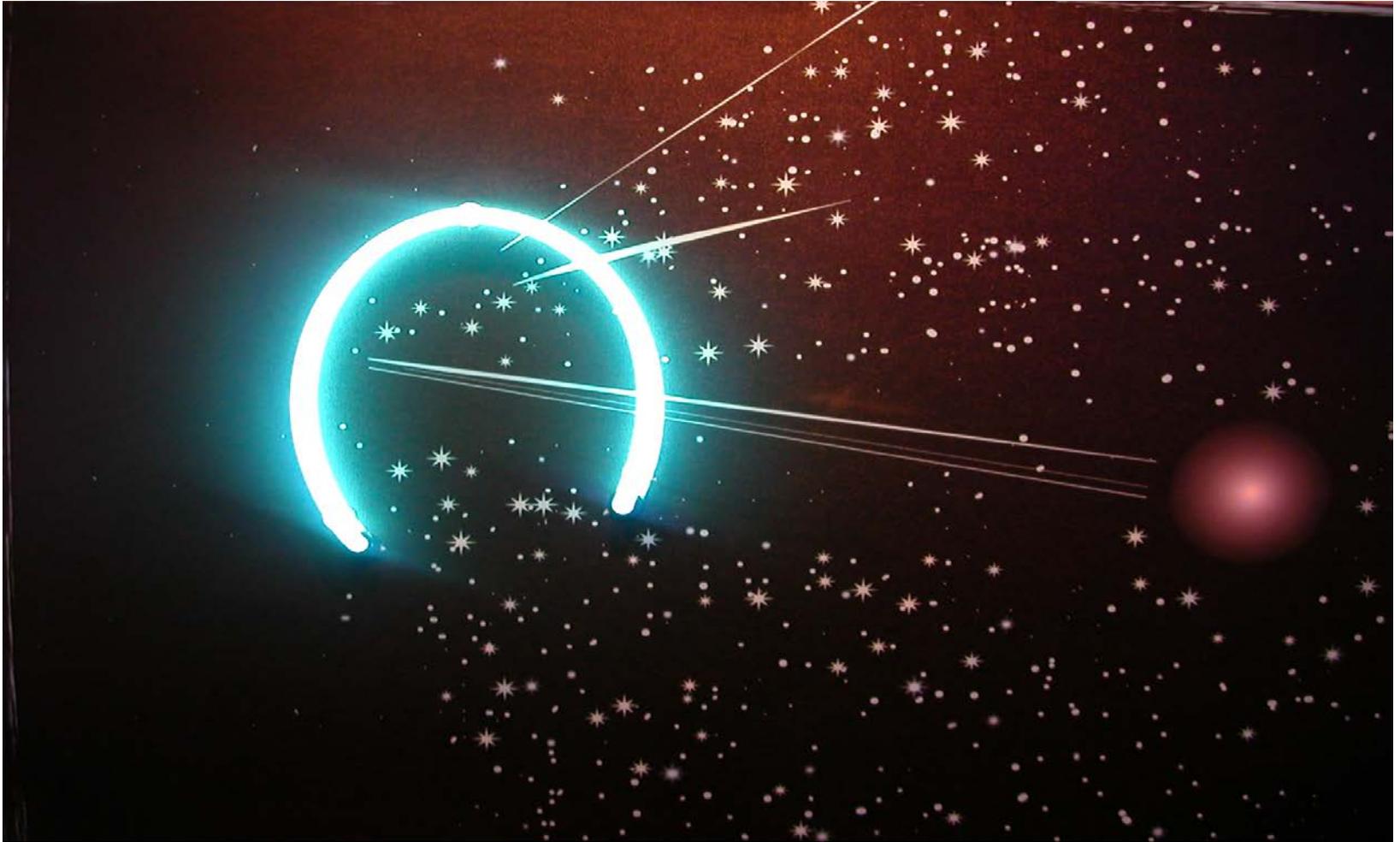
In a vote of 7-0, another public/private partnership is formed.



and the rest is history.



# That's all, folks!





# Vision Sammamish 2040

## Balance & Trust

*Ramiro Valderrama-Aramayo*  
2015 Council Retreat





# Services -Public Safety



Recognized:

- ◆ Community Focused
- ◆ Trusted
- ◆ Highest LOS
- ◆ Solid Waste LOS High
- ◆ Safe High Quality Water-Sewer
- ◆ Highly Integrated CERTS



Valderrama



# Parks & Trails for all Ages/Kinds

- Completed **EMERALD NECKLACE**
- Emphasis more on paths than sidewalk
- Cost Effective Parks
- Right LOS for each park
- Promote Health and Well Being
- Ensure all Parks right sized to utilization and purpose
- Environment and Tree Canopy Preservation





# Activities for all Ages and Kinds

Be Recognized Leader for:

- Engage all diverse groups of city
- Promote more arts activities
- Promote Health and Well Being
- More activities and facilities for the use of the elderly
- Expanded Housing of Adult Care
- **Highest Speed Internet & Comms**





# Open Engaged Government

Recognized Leader By It's:

- Citizen Outreach to all ages & groups
- Open Transparent Government
- Topical Open Houses with CFS
- Respectful of Citizens, Commissioners, Council
- Stewards of Environment
- Trusted and Proactive & seen as RESPONSIVE
- Fiscally Conservative
- Good relations with State, County, Districts

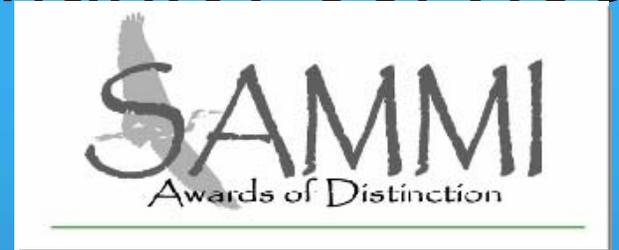




# Engage More Community Services

Be recognized

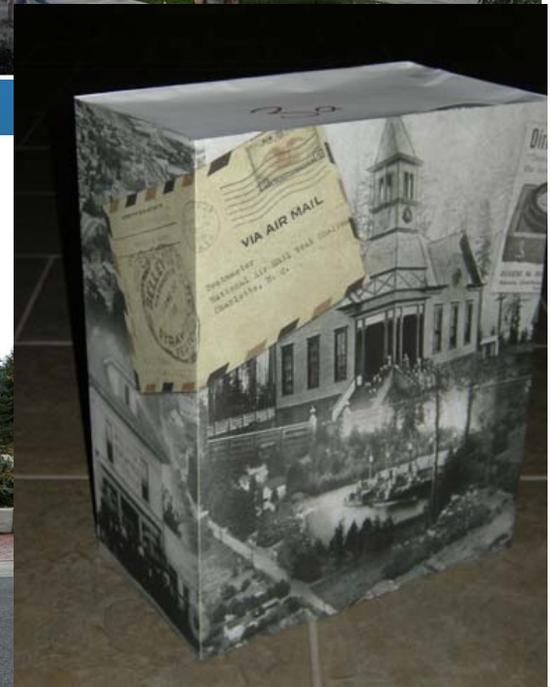
- For unmatched volunteerism levels
- Promote more Service Organizations for all ages- Interact, Key Club, Scouts, Churches, etc.
- Celebrate their achievements- publicize and get the Rotary, Kiwanis signs up 😊





# Infrastructure/Public Works

- Preserve our Cities History & Character
- Promote Arts and Culture
- Maximize Solar Energy Usage
- Good High Speed Rail & Commuter Bus
- Transportation (Natural Gas)-Effective LOS
- Maintain the resurfacing landscape LOS
- Connectivity respects neighborhoods character & engineering reality
- Double Lanes Sahalee to 202
- Issaq Fall City/Duthie Completed





# Environment

- Preserve Characteristics of our neighborhood
- Close Positive Cooperation Support of Water Districts - Quality
- Properly treated and managed storm water-watch Town Center
- Ensure Tree Canopy Retention
- Ensure Water Quality and protect Lakes and Kokanee - while respecting Citizen Property



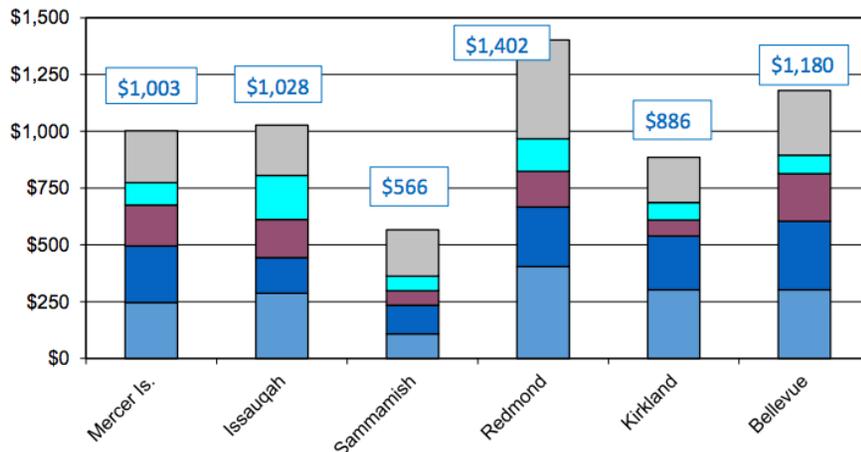


# Finances & Encourage Home Business

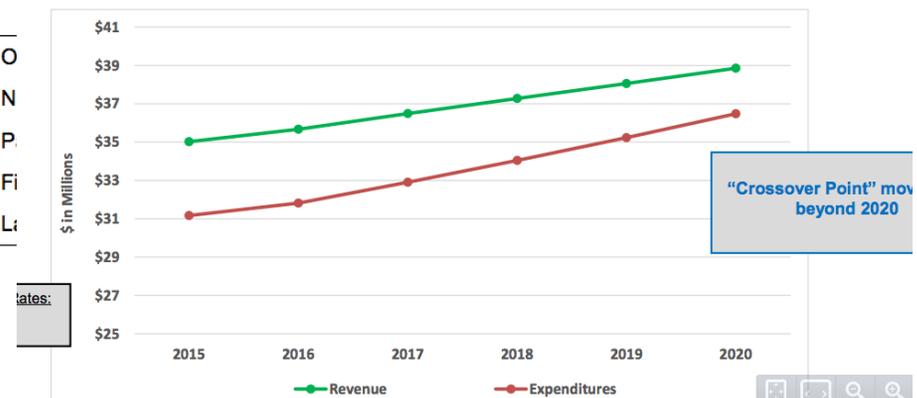
- Ensure High- End of Year Balances
- Low or No Debt
- Strong Reserves for Road Breaks too
- No need to raise Utility Taxes
- Diversified Sales Tax and other Revenue
- Low General Expenditures per Capita
- Crossover past 2060



## General Fund Expenditures per Capita



## Indicators of Financial Health Financial Forecast







2040 Vision



Christie Malchow



Malchow

# + Transportation



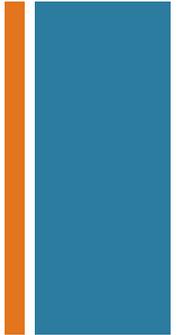
- Sahalee backups have been greatly reduced in conjunction with Redmond and the state to help move vehicles to 520 with less resistance.
- Increased transit services to our city – allowing more residents to commute without their personal vehicle.
- Increased bike lanes, sidewalks make the city more accessible outside of vehicles.
- Prioritization of projects has allowed for a tapered approach to building roads and has eased the need for debt.
- Sidewalk gap projects help to provide non-motorized means of travel on the plateau
- Trails provide connectivity (as opposed to streets) between neighborhoods to keep neighborhood character in tact.

# + Recreation



- Emerald Necklace is complete providing alternative methods of travel for recreation and commute.
- Sammamish Community Center well established and thriving
- The youth of Sammamish continue to flourish in the many parks
- Community input on development of YMCA property was utilized in conjunction with a prioritization overlay of capital expenditures on its development
- Many parks remain “natural” without the addition of structures for enjoyment of serenity and trails.
- Sammamish Friends/Parks Dept. Kids Mud Run has expanded far beyond the Commons and is an annual draw outside of just Sammamish

# + Park Acreage: Neighboring Cities



**Park Acreage Comparison to Neighboring Cities**  
Updated 01-12-16

	<b>Sammamish</b>	<b>Issaquah</b>	<b>Redmond</b>	<b>Mercer Island</b>	<b>Kirkland</b>
Current Population	60,919	33,330	59,285	24,326	85,763
Park Acreage	581	1,613	1,345	472	1,056
Park Acreage Per Capita	9.5	52.9	23.0	19.4	12.3

# + Environment



- Zackuse Creek culvert has long since been replaced
  - Kokanee salmon flourish in Ebright, Zackuse, Laughing Jacobs
- Open Spaces, Wetlands, bogs, lakes, critical areas are all protected and provide habitat for wildlife within our city
- Tree canopy has been allowed to begin to increase after feverish growth, and as the city is nearly built out, large swaths of trees have stopped coming down, and replacement trees are beginning to fill the voids.
- Urban Forestry plan is established and providing a balance in our city

# + Communications

- Citizens have multiple opportunities to hear & be heard:
  - Channel 21 is more fully utilized to pump out relevant, timely information. It is also used to feature artists from the commission works at City Hall, upcoming community events, along with past & live meetings.
  - Town Halls are utilized quarterly & have become an effective way to incorporate citizens feedback.
  - Public Comment at meetings continues to be a 2-way conversation with elected officials.
  - The city is utilizing social media to pump out information quickly
  - The city newsletter is no longer printed, it is electronically emailed to citizens opting in, as well as being online for review at will.



# + Finances



- Council has opted for a disciplined approach in choosing capital expenditure choices to continue the pay-as-you-go approach
- Necessities before “Niceities”
- Financial Planning takes a look well down the road, far beyond 6 years for planning and keeping out of debt

# + All for the Next Generation of Sammamish...



# SAMMAMISH 2040

# HORNISH 2040 VISION OF CoS

Sammamish is a model WA city; families still desire to move to Sammamish

Basically...same as today, but even better

Why?

1. Family Friendly
2. Welcoming to Business
3. Financially Healthy
4. Diverse

# 1. Family Friendly

- Public Safety
  - Little to no crime; no major crime
  - Police force
    - In-house
    - Fewest calls per capita on Eastside
  - Fire/EMS
    - Best response time/LOS on Eastside
    - Comparable costs per capita to peers

# 1. Family Friendly (cont'd)

- Schools
  - Award-winning for scholastics
  - Enviably student-to-teacher ratios
  - No overcrowded classrooms
- Fun activities
  - Parks/Open space—rec fields
    - ELST--completed in 2020; now enjoyed by all!
  - Local theatre and/or other arts
  - Community activities/events
    - 1 huge annual event (goal of 20K non-residents)

# 1. Family Friendly (cont'd)

- Traffic/Transpo
  - 228<sup>th</sup>/Sahalee/IFCR
    - Now connected directly to I-90
    - Fly-over to 202
  - ELSP
    - “Connected” to 202 fly-over
  - Buses and ride share—easy to use
  - Sidewalks & bike lanes
    - All “major” roads, and fully connected

# 1. Family Friendly (cont'd)

- Environment
  - Clean, safe streams and lakes
    - Wetlands maintained
  - Abundance of Kokanee and other species
  - Tree canopy
  - Increased use of Low-Impact Development

## 2. Welcoming to business

- Primarily family-owned
- Sufficient retail for residents
- STC examples
  - Food court
  - Hardware/tools available
  - Toy store
  - Banks
  - Food Mart (with increased local farm opp)
  - Others??

# 3. Financially Healthy

- Overall tax rate—same as 2015
  - Avg house value now \$1.5MM
- Revenue roughly equal to operating expenses
- Little to no debt
- All services moved in-house

# 4. Diverse

- Younger generation
  - Affordable housing
- Facilities for elderly
- Multicultural—melting pot
  - Acceptance of others
- Artists along side of technologists

# HORNISH 2040 VISION OF CoS

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2035

# Mayors State of the city

20 Years from now!

Keller Vision -Version 2035

1/23/15

# Mayor Gerends 2035 State of the City

Based on his Notes

# *Working Vision Sammamish 2035*

- Sammamish is a welcoming and family-friendly community featuring outstanding schools, safe streets, excellent recreational opportunities, a green and healthy natural environment and abundant open space. Sammamish encourages local entrepreneurship and small businesses. We are diverse and recognize diversity as a strength. Our range of housing choices and vibrant community gathering places promote a culture of inclusiveness. We rely on actively engaged residents to shape our community and make Sammamish a unique and special place.

# Transportation Regional Efforts

- **Regional** and Inter-City council committees on Transportation, Through collective efforts 90 and 520 are in the process of completing major interchange enhancements
- **Sammamish commute corridors** to 90 and 520 through mutual planning provide adequate service levels.
  - Redmond – Issaquah - Sammamish
- **Issaquah and Redmond have major transit hubs** that move Sammamish residents to their employment throughout the Puget Sound region.
- **Light rail** is completed on the Eastside.

# Transportation

Sammamish hosted

City shuttle (the Whitten Route)

- **Whitten Commerce Route**, (Safeway, Trader Joes QFC, Metropolitan Market, Lake Center, Town Center, Sammamish Hardware.)
- **Park Recreational Route**, (Pine Lake Park, Beaver Lake Park, Evans Preserve, The Landings Park, Big Rock Park, Soaring Eagle Park, Sammamish community center)
- **Special Events Route**, (high school football games, community events such as Sammamish Days, Sammamish Nights)
- **Students Under 18 free**



# Transportation Benefits Realized



- **Less Congestion** on City roads.
- **High Park Utilization** by Youth (Parents Acceptance)
- **Increased Yellow School Bus Usage** (Youth Acceptance)
  - Eliminate Peak School Hour Traffic
- **Expansion to Park n Ride** and Eventual Transit Centers
- **Capital and road maintenance cost reduced** for greater investment in bus services and other infrastructure
- **Fewer Roads** - Resulting in more Open Space, Tree Canopy, investment in Arts, Science Center and Community Theatre
- **Increase in Multi Modal Transportation**, Bike Taxi up Inglewood Hill Rd.

# Environment

- **Kokanee are back!**

- Kokanee Work Group Goes to White House for Award!
- Lake Cities (Sammamish, Bellevue, Issaquah and Redmond)
  - Through education the residents all support the little red fish
  - Sammamish protects streams

- **Sammamish Tree Canopy Expands**

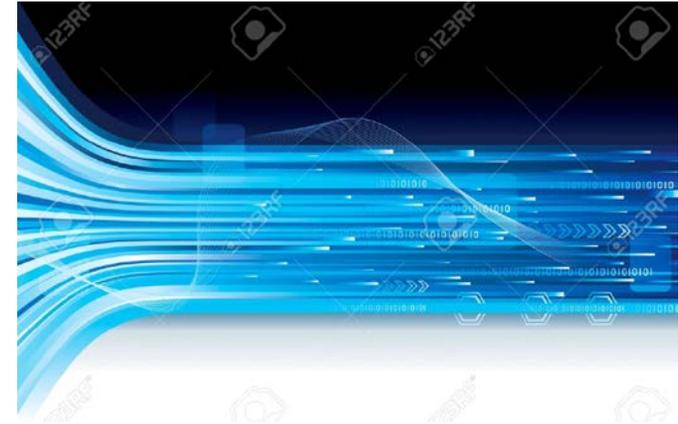
- **Pristine Bogs and Wetlands are protected** and continue to support a wildlife not seen in other cities.

- **Storage Ponds** are providing food to food banks or planted with trees and native vegetation



*A male (background) and female (foreground) pair up to spawn in Ebright Creek, photo by Roger Tabor, [USFWS](#)*

# Town center – Business Office



- **Sammamish is known as the High Technology Community**
  - Internet Speeds Faster than Fiber
- **Technology Incubator Project Succeeds**
  - Public Private Partnership
  - Benefits
    - Two new Sammamish Employers at 100 plus each and 150,000 sq. ft. of commercial space in Town Center, 40 plus successful home based businesses
- **New Virtual Business Conference Room**
  - Full Service Conferencing for small business and remote offices
  - Sammamish expands home based technology businesses as a result
- **Bob Keller retires his AOL address**

# Town Center - Retail

- **Retail in Town Center is primarily focused on 2 markets.**
  - Local Sammamish residents for **retail** including a hardware store
  - **Restaurants.** The lunch business has increased due to commercial, retail and schools. Resulting in a wide choice, including some excellent ethnic restaurants.
  - To our surprise a **Retail Music Store** that sells antiquated media like CD's is popular with the seniors.
- **QFC and Safeway Retail Centers have redeveloped** and expanded to accommodate more stores and specialty hobby store.



# Town Center Residential

- **A wide variety of housing options in the town center round out our desirable single family homes.**
  - Condos
  - Townhomes
  - **New configurations of small residences have become popular for young and senior residents.** The popularity of small units has also help with multi generational families.
- **Note:** Multi –Family housing needs has increased ***accessory dwelling units*** in existing homes as well as a new development that includes the senior housing unit either in or attached.
- **2<sup>nd</sup> Note:** this trend has lowered the surrounding pressure for development and increased Tree Retention, Open Space and Wetlands.

# Schools - Education

- Partnering with both School Districts and our Population Needs
  - LWSD has added an International School
  - ISD has increased their STEM programs
- The Principal's Round Table has fostered Inter-District Planning
  - Drug Free Coalition
  - Youth Mental Health Programs
  - Local School Club Competitions
    - Scientists vs Athletes
- A Community College, Trade School and Research Dept. Located in our Town Center.

# Human and Social Services

- **Starting with the a Part time Community Service Coordinator in 2015!**
- Sammamish continues to enjoy a population that is gainfully employed, family oriented with low social problems. We continue to support our neighboring cities e entire area.
- Sammamish Human Services Commission
  - Community Support Based on Needs
    - No Child Goes Hungry
    - DV Rescue Home
  - Partners with Neighboring Jurisdictions
  - Exponential Service due to cooperation and organization of other Service Organizations.
  - Faith based, Nourishing Networks, ARAS, Issaquah Food Bank, Eastside Baby Corner, Friends of Seniors, Rotary, Kiwanis, Toastmasters, Sammamish Friends, YMCA, Boys & Girls Club

# Parks & Recreation

- Indoor Sports Field (Y Property)
  - Soccer, lacrosse and football
  - 2 times a year indoor concert
- Community Center – YMCA and Community Programs
  - Winter Parking Structure Movies
  - 2<sup>nd</sup> Floor Outdoor Crafts fair
- Youth Mountain Bike Track
- Emerald Necklace (Meet-up Endurance Walks)
- Eastlake Sammamish Trail
- East West Emerald Connection
- Soring Eagle Park
- Second Off Leash Dog Park



Keller

# Parks and Recreation - Recreation

- Big Rock Park 5K
- Youth Mud Run
- Landings to Sammamish Park Kayak Race
- Cricket Tournament
- Cultural Events to Celebrate our Diversity
  - Parade and Fair



# Arts – Community - Culture

- Community Theater
- Art in the Park
- Cultural Parade
- Sammamish Commons - Fair

# Sammamish Finances

- Long Tradition of Strong Financial Management
- Financial Policies are written for long term consistency

# General Infrastructure

- Sidewalks are a priority and extensive
- Walking Bridges provide safe major intersection crossing for every kid.
- Community Theatre (Named The Barn after Old Kampp Property)



# *Working Vision Sammamish 2035*

- Sammamish is a welcoming and family-friendly community featuring outstanding schools, safe streets, excellent recreational opportunities, a green and healthy natural environment and abundant open space. Sammamish encourages local entrepreneurship and small businesses. We are diverse and recognize diversity as a strength. Our range of housing choices and vibrant community gathering places promote a culture of inclusiveness. We rely on actively engaged residents to shape our community and make Sammamish a unique and special place.
- Councilmember Keller still to this day, thanks Jessi and Laura for the wonderful tour of the Y construction site right after their .

# END

Mayor Gerend adjourns the session, grabs his tennis racket and leaves the building!

# Notes

- 2. Education
- The Principals Roundtable (Bus Collectors) Inter District Programs. An International School and Satellite Community College Campus has provided training and
- To complement the Stem School in LWSD, Issaquah has in located a STEM just off the Plateau south and a Technical Campus

# Notes

- Human Services
- Community Gardens Open space to feed homeless.
- The outreach to our neighboring cities has delivered a responsibility and services greater than our own.
- Non Profits:
  - Sammamish Community has been given an award for its Social Justice Contributions working with its neighbors to help the entire eastside.
  - Nourishing networks
    - Faith Based Organizations
    - Cultural Based
      - Rotary
      - Kiwanis
      - Toastmasters
      - Sammamish Friends
  - YMCA \_ Government – Non Profit Partnership is a model for other cities
  - Boy & Girls Club
- See Issaquah Resources

# Notes

- Recreation
  - Mud Run (Parks, Pauline Kathy)
  - Mountain Bike Expeditions
  - Landings to Sammamish State Park-Marymoor Kayak Race
  - Emerald Necklace (Race for the Cure)
- Big Rock 5k
  - Activities
  - Civic Programs
  - Arts Commission
  - Seniors
  - Cricket
- Pickle Ball Tournaments
- Indoor Soccer Field is also turned into a convention meeting or concert venue  
unique stage engineered center 4 times per year.

# Notes

- Environmental
- Kokanee Work Group wins award.... Kokanee are back (annual fry release has turned in a celebration rather than a release because it is not needed.  
Tree Canopy  
Park to Park Hike using the Emerald Necklace  
Reserved Bogs and Wetlands (Protected the best and managed the rest)

# Notes

- Community
- Community Play House
- Heritage Society – Freed House
- Community Gardens

# Notes

- Business Incubator Project  
Two High Tech companies have interacted with the Cities Tech Council Committee and help invest in high speed internet connections for inter and global connectivity.
- Town Center has grown out to include conference
- Surprising how the older commercial center has developed to fill in and expand. Even along els.
- City Conference Center – Virtual Meeting with Sister Cities around the world. The Intellectual commerce has grown exponentially due to the workforce family environment Sammamish provides.

# Transportation

- Commute Corridors are almost empty for several reasons.
- Transportation – Council Committee
- 1. Sammamish Intra City Environmental Line
- A. Enhanced Peak Commute Hour pickups to Park N Rides in Issaquah and Redmond Transportation Centers (Finances from Commerce taxes) Non Profits offering subsidized fares. Free 18 and under
- B. The Whitten commerce loops, Safeway, QFC, metropolitan market, lake shop, Town but at the Center Hub
- C. Park recreational route, beaver lake park pine lake park, Evans preserve, the landings, Sammamish state park, near Moorpark, big rock park, soaring eagle, Sammamish community center
- D. Special event routes, high school football games, community event open, 4<sup>th</sup> of July, Sammamish days, Sammamish nights, concert in the park
- Inter-Local Commute Corridor, Issaquah, Redmond Bellevue, Most successful coordinated mass transit system in the country. A State Model. Connected to the light Rail in both Issaquah and Redmond.
- Bus services are so accepted and enhanced that the Yellow School buses are full eliminating the peak school congestion.
- Savings to the road infrastructure requirements has allowed for significant investment into the bus services. Allowing for more open space, tree canopy, and investment into community facilities such as an Arts- Cultural – science center.
- Multi Modal Transportation – Commute Trail routes (Commissioners more passionate about the cost of expanding the parkway suggested we eliminate the bike lanes so the commuting would be on the trail.
- Level of Service based on time (minimum required based on mode)

# Notes

- 25 year vision
- The road to success:
- Regional cooperation and commitment.
- Schools, Transportation and Community Involvement



# Calendars

## AGENDA CALENDAR

Meeting Date	Packet Material Due	Time	Meeting Type	Topics
<b>Feb 2017</b>				
<b>Tues 2/07</b>	2/01	6:30 pm	Regular Meeting	<p>Resolution: Approving the Issaquah Creek Crossing Design for the Issaquah Fall City Road Improvement Project</p> <p>Presentation &amp; Discussion: Issaquah Fall City Road Communications Plan</p> <p>Ordinance: First Reading Council Travel Policy</p> <p>Ordinance: First Reading Emergency Management</p> <p>Ordinance: First Reading Amending Section 2.50 of the Municipal Code related to Contract Approval Authorization</p> <p><u>Consent Agenda</u></p> <p>Contract: Washington Trails Association Amendment</p> <p>Contract: Parks, Recreation and Open Space (PRO) Plan Consultant/Conservation Technix</p> <p>Resolution: Adopting Regional Coordination Framework (Emergency Management)</p>
<b>Tues 2/14</b>	2/08	6:30 pm	Study Session	<p>Presentation: King County Land Conservation Initiative Overview</p> <p>Discussion: Land Acquisition Strategy and Policy</p> <p>Presentation: Transfer of Development Rights Program</p> <p>Presentation: Town Center Implementation Strategy Update</p>
<b>Tues 2/21</b>	2/15	6:30 pm	Regular Meeting	<p>Presentation &amp; Discussion: Communications Strategic Plan Scope of Work</p> <p>Resolution: Approving the 2017 Budget and Work Program for A Regional Coalition for Housing (ARCH)</p> <p><u>Consent:</u></p> <p>Ordinance: Second Reading Emergency Management</p> <p>Resolution: Authorizing RCO Grant Application for Klahanie Park Improvements</p> <p>Resolution: Sammamish Community and Aquatic Center Project Acceptance</p>

# Calendars

Mar 2017				
<b>Tues 3/07</b>	3/01	6:30 pm	Regular Meeting	<p>Presentation: Intro to Regional Stormwater            Presentation &amp; Discussion: Police Services Analysis Scope of Work            Presentation &amp; Discussion: Lease Agreement with CWU</p> <p><u>Consent:</u>            Ordinance: Second Reading Amending Section 2.50 of the Municipal Code related to Contract Approval Authorization            Contract: Human Services Needs Assessment Consultant/TBD            Contract: Classification &amp; Compensation Study Consultant/TBD            Bid Award: Sammamish Landing Improvements            Ordinance: Second Reading Council Travel Policy</p>
<b>Tues 3/14</b>	3/08	6:30 pm	Study Session	<p>Discussion: Annexation Update            Discussion: Development Code Update            Discussion: Zackuse Creek Project Update            Discussion: CWU Lease Agreement            Discussion: City Council Salary Study</p>
<b>Tues 3/21</b>	3/15	6:30 pm	Regular Meeting	<p>Department Report: Public Works            Department Report: Parks &amp; Recreation            Presentation: Update on the Economic Development Analysis            Presentation &amp; Discussion: Parks, Recreation and Open Space (PRO) Plan Update            Resolution: Approving Lease Agreement with CWU            Interlocal Agreement: Issaquah School District Joint-Use Agreement</p> <p><u>Consent:</u>            Contract: Stormwater Rate Study Consultant/TBD            Contract: Louis Thompson Hill Landslide Area Design Consultant/TBD            Resolution: Project Acceptance Intelligent Transportation System Phase I</p>

# Calendars

Apr 2017				
<b>Tues 4/04</b>	3/29	6:30 pm	Regular Meeting	<p>Department Report: Fire            Department Report: Police            Department Report: Admin Services            Contract: Transportation Master Plan Consultant/TBD            Ordinance: First Reading Electrical Code Adoption</p> <p><u>Consent:</u>            Contract: Communications Strategic Plan Consultant/TBD            Bid Award: 2017 Asphalt Patching/TBD            Bid Award: Inglewood Hill Overlay Project/TBD            Bid Award: 2017 Citywide Pavement Overlay Contract/TBD            Bid Award: 2017 Sidewalk Repair &amp; ADA Ramp Retrofit/TBD            Bid Award: Guardrail Repair Projects/TBD</p>
<b>Tues 4/11</b>	4/05	6:30 pm	Study Session	<p>Discussion: Land Acquisition Strategy &amp; Policy            Discussion: Town Center Park Infrastructure Update            Discussion: Follow-up on Storm and Surface Water Comprehensive Planning Work</p>
<b>Tues 4/18</b>	4/12	6:30 pm	Regular Meeting	<p>Approval: 2017 Non-Motorized Transportation Project &amp; Consultant Contract/TBD            Approval: 2017 Intersection Improvement Project &amp; Consultant Contract/TBD            Approval: 2017 Neighborhood Transportation Projects &amp; Consultant Contract/TBD            Approval: 2017 Sidewalk Program Project &amp; Consultant Contract/TBD            Presentation &amp; Discussion: Issaquah Fall City Road Project Update            Presentation &amp; Discussion: Beaver Lake Way/Drive SE Neighborhood Traffic Improvement Project</p> <p><u>Consent:</u>            Contract: Traffic Count Program Consultant/TBD            Bid Award: 212<sup>th</sup> Improvement Project (Snake Hill)/TBD            Bid Award: Signal Pole &amp; Mast Painting on 228<sup>th</sup> &amp; Issaquah Pine Lake Road/TBD            Ordinance: Second Reading Electrical Code Adoption            Bid Award: Skyline Community Sports Field Turf Replacement</p>

# Calendars

May 2017				
<b>Tues 5/02</b>	4/26	6:30 pm	Regular Meeting	Proclamation: Affordable Housing Week Department Report: Finance Ordinance: First Reading Amending the Biennial Budget (carryforward requests) Public Hearing/Ordinance: First Reading Sign Code Update Public Hearing/Ordinance: First Reading Title 24 Comprehensive Planning Process & Procedures Update Discussion: R-1 Land Use Density Analysis  <u>Consent:</u>
<b>Tues 5/09</b>	5/03	5:00 pm <del>6:30 pm</del>	Joint Study Session with Parks Commission & Planning Commission	Department Report: Community Development Discussion: Urban Forestry Management Plan Scope of Work Discussion: Land Acquisition Study Discussion: Parks, Recreation and Open Space (PRO) Plan Update Discussion: Transportation Master Plan
<b>Tues 5/16</b>	5/10	6:30 pm	Regular Meeting	Ordinance: Second Reading Sign Code Update Ordinance: Second Reading First Reading Title 24 Comprehensive Planning Process & Procedures Update Ordinance: First Reading: Inglewood Historic Plat Drainage Requirements Ordinance: First Reading Stormwater Maintenance Code Updates Hand-Off/Discussion: 2018-2023 Capital Plans <ul style="list-style-type: none"> <li>• Parks Capital Improvement Plan</li> <li>• Stormwater Capital Improvement Plan</li> <li>• Transportation Improvement Plan</li> <li>• Information Technology Capital Improvement Plan</li> <li>• Facilities Capital Improvement Plan</li> </ul> Presentation & Discussion: Police Services Analysis  <u>Consent:</u> Ordinance: Second Reading Amending the Biennial Budget (carryforward requests) Contract: Fourth on the Plateau Fireworks Contract: Fourth on the Plateau Event Lighting Resolution: Youth Board Appointments Contract: City Hall Space Planning Consultant/TBD

# Calendars

June 2017				
<b>Tues 6/06</b>	5/31	6:30 pm	Regular Meeting	<p>Presentation &amp; Discussion: Internet Usage &amp; Social Media Policies</p> <p>Ordinance: Second Reading: Inglewood Historic Plat Drainage Requirements</p> <p>Ordinance: Second Reading Stormwater Maintenance Code Updates</p> <p>Public Hearing: 2018-2023 Capital Plans</p> <ul style="list-style-type: none"> <li>• Parks Capital Improvement Plan</li> <li>• Stormwater Capital Improvement Plan</li> <li>• Transportation Improvement Plan</li> <li>• Information Technology Capital Improvement Plan</li> <li>• Facilities Capital Improvement Plan</li> </ul> <p>Resolution: Approving King County Animal Services Contract (Tentative)</p> <p><u>Consent:</u></p> <p>Bid Award: Beaver Lake Way/Drive SE Neighborhood Traffic Improvement Project/TBD</p> <p>Bid Award: Major Stormwater Drainage Facility Repairs &amp; Solutions/TBD</p> <p>Bid Award: 212<sup>th</sup> Non-Motorized Gap Project/TBD</p> <p>Resolution: Inglewood Hill Stormwater Quality Retrofit Project Acceptance</p>
<b>Tues 6/13</b>	6/07	6:30 pm	Study Session	<p>Discussion: Land Acquisition Strategy &amp; Policy</p> <p>Presentation &amp; Discussion: Human Services Task Force Recommendation on Formation of Human Services Commission</p> <p>Discussion: Human Services Needs Assessment Update</p> <p>Discussion: 2018-2023 Capital Plans (if needed)</p> <ul style="list-style-type: none"> <li>• Parks Capital Improvement Plan</li> <li>• Stormwater Capital Improvement Plan</li> <li>• Transportation Improvement Plan</li> <li>• Information Technology Capital Improvement Plan</li> <li>• Facilities Capital Improvement Plan</li> </ul>

## Calendars

<b>Tues 6/20</b>	6/14	6:30 pm	Regular Meeting	<p>Presentation: Economic Development Analysis Final Report            Presentation &amp; Discussion: Housing Strategy Update            Presentation &amp; Discussion: Neighborhood Character            Resolution: Adopting 2018-2023 Capital Plans</p> <ul style="list-style-type: none"> <li>• Parks Capital Improvement Plan</li> <li>• Stormwater Capital Improvement Plan</li> <li>• Transportation Improvement Plan</li> <li>• Information Technology Capital Improvement Plan</li> <li>• Facilities Capital Improvement Plan</li> </ul> <p><u>Consent:</u>            Bid Award: SE 4<sup>th</sup> Street Improvement Project/TBD            Bid Award: Louis Thompson Hill Landslide Area Project/TBD</p>
<b>July 2017</b>				
<b>Weds 7/05</b>	6/28	6:30 pm	Regular Meeting	<p>Public Hearing/Ordinance: First Reading Comprehensive Plan Amendments Transportation Element            Public Hearing/Ordinance: First Reading Comprehensive Plan Amendments Capital Facilities Element            Presentation &amp; Discussion: Introduction to Land Acquisition Policy            Executive Session: Potential Land Acquisition</p> <p><u>Consent:</u>            Bid Award: Sahalee Way Stormwater Tightline Project (not related to Sahalee Way Project)/TBD</p>
<b>Tues 7/11</b>	7/05	6:30 pm	Study Session	<p>Discussion: Transportation Master Plan            Discussion: Stormwater Rate Study Update            Discussion: Communications Strategic Plan            Discussion: Parking Ordinance            Discussion: Inattentive Driving Ordinance</p>
<b>Tues 7/18</b>	7/12	6:30 pm	Regular Meeting	<p>Ordinance: Second Reading Comprehensive Plan Amendments Transportation Element            Ordinance: Second Reading Comprehensive Plan Amendments Capital Facilities Element            Resolution: Adopting a Land Acquisition Policy</p> <p><u>Consent:</u>            Bid Award: 2017 Crack Seal/TBD            Bid Award: 2017 Intersection Improvement Project/TBD            Bid Award: 2017 Neighborhood Transportation Projects /TBD            Bid Award: 2017 Sidewalk Project/TBD            Contract: Urban Forestry Management Plan Consultant/TBD</p>

# Calendars

<b>Aug 2017</b>			No meetings	
<b>Sept 2017</b>				
<b>Tues 9/05</b>	8/30	6:30 pm	Regular Meeting	<p>Public Hearing/Ordinance: First Reading Stormwater Rate Update</p> <p>Presentation&amp; Discussion: Maintenance Facility Strategic Plan</p> <p>Ordinance: First Reading: City Parking Ordinance</p> <p>Ordinance: First Reading: Inattentive Driving Ordinance</p> <p><u>Consent:</u></p> <p>Bid Award: Enhanced Crosswalk on ELSP near SE 33<sup>rd</sup> Street/TBD</p>
<b>Tues 9/12</b>	9/06	6:30 pm	Study Session	<p>Discussion: Parks, Recreation and Open Space (PRO) Plan Update</p> <p>Discussion: Human Services Needs Assessment</p> <p>Discussion: Communications Strategic Plan</p> <p>Discussion: Zackuse Creek Culvert Replacement Project &amp; Basin Plan Update</p>
<b>Tues 9/19</b>	9/13	6:30 pm	Regular Meeting	<p>Department Report: Public Works</p> <p>Department Report: Parks &amp; Recreation</p> <p>Resolution: Adopting Internet Usage &amp; Social Media Policies</p> <p><u>Consent:</u></p> <p>Contract: Zackuse Creek Basin Plan Consultant/TBD</p> <p>Ordinance: Second Reading Stormwater Rate Update</p> <p>Ordinance: Second Reading City Parking Ordinance</p> <p>Ordinance: Second Reading: Inattentive Driving Ordinance</p>
<b>Oct 2017</b>				
<b>Tues 10/03</b>	9/27	6:30 pm	Regular Meeting	<p>Department Report: Police</p> <p>Department Report: Eastside Fire &amp; Rescue</p> <p>Department Report: Administrative Services</p> <p>Presentation &amp; Discussion: Police Services Analysis</p> <p>Resolution: Adopting Human Services Needs Assessment</p> <p><u>Consent:</u></p> <p>Bid Award: City Hall Space Planning Project/TBD</p>
<b>Tues 10/10</b>	10/04	6:30 pm	Study Session	<p>Discussion: Transportation Master Plan</p> <p>Discussion: Parks, Recreation and Open Space (PRO) Plan Update</p> <p>Discussion: Big Rock Park Site B Master Plan Update</p>

## Calendars

<b>Tues 10/17</b>	10/11	6:30 pm	Regular Meeting	<p>Department Report: Finance            Department Report: Community Development            Resolution: Adopting the Communications Strategic Plan</p> <p><u>Consent:</u>            Contract: Intelligent Transportation System Phase II Design/TBD            Resolution: Beaver Lake Preserve Project Acceptance            Resolution: Skyline High School Turf Replacement Project Acceptance</p>
<b>Nov 2017</b>				
<b>Tues 11/07</b>	11/07	6:30 pm	Regular Meeting	<p>Public Hearing/Ordinance: First Reading Mid-Biennial Budget Update            Public Hearing/Ordinance: First Reading and Public Hearing: 2018 Property Tax Levy</p>
<b>Tues 11/14</b>	11/14	6:30 pm	Study Session	<p>Discussion: Parks, Recreation and Open Space (PRO) Plan Update            Discussion: YMCA Property            Discussion: Transportation Master Plan</p>
<b>Tues 11/21</b>	11/21	6:30 pm	Regular Meeting	<p>Public Hearing/Ordinance: First Reading School Impact Fee Updates            Public Hearing/Resolution: Comprehensive Plan Amendments - 2018 Docket            Presentation: Business Continuity Plan (Information Technology)            Presentation &amp; Discussion: Noise Ordinance</p> <p><u>Consent:</u>            Ordinance: Second Reading Mid-Biennial Budget            Ordinance: Second Reading Property Tax Levy Rate            Resolution: Fee Schedule            Resolution: Salary Schedule            Resolution: Medical Premium Co-Pay</p>

# Calendars

Dec 2017					
<b>Tues 12/05</b>	11/29	6:30 pm	Regular Meeting	<u>Consent:</u> Final Reading: Annual Amendment of Comprehensive Plan Contract: ADA Transition Plan Consultant/TBD Contract: Water Quality Monitoring Strategic Plan/TBD Contract: Park Landscape Maintenance/TBD Contract: ROW Landscape Maintenance/TBD Contract: ROW Slope Mowing/TBD Contract: Street & Park Sweeping/TBD Contract: Custodial Services/TBD Contract: Vactoring Services/TBD Contract: Tree Services/TBD Contract: Fence Repair	
<b>Mon 12/11</b>		6:30 pm		Volunteer Recognition Banquet	
<b>Tues 12/12</b>	12/06	6:30 pm	Study Session	Discussion: Parks, Recreation and Open Space (PRO) Plan Update	
<b>Tues 12/19</b>	12/13	6:30 pm	Regular Meeting	<u>Consent:</u> Contract: Beaver Lake Park Phase I Improvement Project Design Consultant/TBD	
	To Be Scheduled		Parked Items		Parked Items
	<ul style="list-style-type: none"> <li>Economic Development Plan</li> <li>Traffic Impact Fee Update</li> <li>Discussion: Concurrency Ordinance</li> <li>Contract: SE 24<sup>th</sup> St Sidewalk Design/TBD</li> <li>Lake Sammamish Water Level</li> </ul>		<ul style="list-style-type: none"> <li>Resolution: Private Property Surface Water Management Policy</li> <li>Drones in Parks</li> </ul>		<ul style="list-style-type: none"> <li>Mountains to Sound Greenway</li> <li>Sustainability/Climate Change</li> <li>Review of regulations regarding the overlay areas, low impact development and special protection areas for lakes</li> <li>Discussion: Inner City Bus Service</li> <li>Good Samaritan Law</li> </ul>



# PLANNING COMMISSION AGENDA CALENDAR

Date	Time	Type	Staff	Topics
<b>January 19</b>	6:30 PM	Regular Meeting	David Pyle David Goodman Doug McIntyre Chris Hankins Charlotte Archer	Work Session: Sign Code Update
<b>February 2</b>	6:30 PM	Regular Meeting	Kellye Hilde Jeff Thomas Doug McIntyre Mike Sugg	Work Session: Short Course Training (Video) Work Session: Neighborhood Character
<b>February 16</b>	Cancelled	Regular Meeting		
<b>February 23</b>	6:30 PM	Special Meeting	David Pyle David Goodman Charlotte Archer	Work Session: Sign Code Update
<b>March 2</b>	6:30 PM	Regular Meeting	Kellye Hilde Jeff Thomas Doug McIntyre Mike Sugg	Work Session: Short Course Training (Video) Work Session: Neighborhood Character
<b>March 16</b>	6:30 PM	Regular Meeting	David Pyle David Goodman Charlotte Archer	Public Hearing / Deliberation: Sign Code Update
<b>April 6</b>	5:00 PM 6:30 PM	Special Meeting w/ Parks Commission Regular Meeting	Kellye Hilde Parks Staff  David Pyle David Goodman Doug McIntyre Charlotte Archer	Work Session: Urban Forestry Management Plan Work Session: PRO Plan Update  Deliberation: Sign Code Update (if necessary) Work Session: Title 24 Update
<b>April 20</b>	6:30 PM	Regular Meeting	Kellye Hilde David Goodman Doug McIntyre Public Works Staff	Public Hearing / Deliberation: Title 24 Update Work Session: Comprehensive Plan Amendments – Transportation Element
<b>May 4</b>	Cancelled	Regular Meeting		
<b>May 18</b>	6:30 PM	Regular Meeting	Kellye Hilde Doug McIntyre Public Works Staff	Public Hearing / Deliberation: Comprehensive Plan Amendments – Transportation Element Work Session: Comprehensive Plan Amendments – Capital Facilities Element



# PARKS & RECREATION COMMISSION

## 2017 AGENDA CALENDAR

Date*	Time	Type	Staff	Topics
January 4	6:30 PM	Regular Meeting	Angie Feser Kyle Endelman Anjali Myer Shelby Upton	<ul style="list-style-type: none"> <li>• STEM Internship presentation</li> <li>• Land Acquisition Strategy (LAS) Update and VTH review</li> <li>• YMCA Property Update</li> </ul>
February 1	6:30 PM	Regular Meeting	Angie Feser Kyle Endelman Anjali Myer	<ul style="list-style-type: none"> <li>• Chair/Vice Chair Elections</li> <li>• Land Acquisition Strategy (LAS) and Policy – existing conditions report</li> <li>• Klahanie Park Grant application</li> </ul>
March 1	6:30 PM	Regular Meeting	Angie Feser Kyle Endelman Anjali Myer	<ul style="list-style-type: none"> <li>• Parks Capital Improvement Plan review</li> <li>• King County presentation on East Lake Sammamish Trail</li> </ul>
April 6 (Th)	5:00 PM	Special Meeting w/ Planning Commission	Community Development Staff	Work Session: Urban Forestry Management Plan Work Session: PRO Plan Update
	6:30 PM	Regular Meeting	Angie Feser Kyle Endelman	<ul style="list-style-type: none"> <li>• Parks Capital Improvement Plan discussion and Council recommendation</li> <li>• Lower Commons Park Master Plan Update and Town Center Green Spine/Plaza Design</li> </ul>
May 3	6:30 PM	Regular Meeting	Angie Feser Kyle Endelman Anjali Myer Mike Keller Tonya Rock	<ul style="list-style-type: none"> <li>• Division Report: Parks Maintenance</li> <li>• Land Acquisition Strategy (LAS) survey results and selection criteria discussion</li> <li>• PRO Plan Update</li> </ul>
May 11 (Th)	6:30 PM	Joint Meeting w/Council and Planning Commission	Angie Feser Kyle Endelman Susan Cezar CM, CDC and PW staff	Work Session: PRO Plan Update Work Session: Urban Forestry Management Plan Work Session: Transportation Master Plan
June 7	6:30 PM	Regular Meeting	Angie Feser Kyle Endelman Joanna Martin Lynne Handlos	<ul style="list-style-type: none"> <li>• PRO Plan Update</li> <li>• Division Report: Recreation</li> </ul>
June 13 (Tu)	5:30 PM	Joint Meeting w/Council	Angie Feser Kyle Endelman	<ul style="list-style-type: none"> <li>• Land Acquisition Strategy (LAS) selection criteria and needs priorities</li> </ul>

## Calendars

<b>July 5</b>	6:30 PM	Regular Meeting	Angie Feser Kyle Endelman Elby Jones	<ul style="list-style-type: none"> <li>• PRO Plan Update</li> <li>• Division Report: Volunteer Program</li> </ul>
<b>August 3</b>	6:30 PM	Regular Meeting	Angie Feser Kyle Endelman	<ul style="list-style-type: none"> <li>• PRO Plan Update</li> <li>• Lower Commons Park Master Plan Update and Town Center Green Spine/Plaza Design</li> </ul>
<b>September 6</b>	5:00 PM	Special Meeting w/ Planning Commission	Angie Feser Kyle Endelman	<ul style="list-style-type: none"> <li>• YMCA Property Recommendation to Council</li> <li>• Big Rock Park Parcel B Master Plan Update discussion</li> </ul>
	6:30 PM	Regular Meeting		
<b>October 4</b>	6:30 PM	Regular Meeting	Angie Feser Kyle Endelman	<ul style="list-style-type: none"> <li>• Big Rock Park Master Plan Update debrief</li> </ul>
<b>November 1</b>	6:30 PM	Regular Meeting	Angie Feser Kyle Endelman	<ul style="list-style-type: none"> <li>• Sammamish Youth Board Presentation</li> </ul>
<b>December 6</b>	6:30 PM	Cancelled		

\* *Wednesdays unless otherwise noted*

# Human Services Task Force

## 2017 AGENDA CALENDAR

Date*	Time	Type	Staff	Topics
January 12	1:30 -3:00 p.m.	Regular Meeting	Jessi Bon Angie Feser Allison Gubata	<ul style="list-style-type: none"> <li>• 2017 Work Plan Review</li> </ul>
February 9	1:30 – 3:00 p.m.	Regular Meeting	Jessi Bon Angie Feser Allison Gubata	<ul style="list-style-type: none"> <li>• 2017 Work Plan Status</li> </ul>
March 9	1:30 – 3:00 p.m.	Regular Meeting	Jessi Bon Angie Feser Allison Gubata	<ul style="list-style-type: none"> <li>• Needs Assessment Consultant next steps</li> </ul>
March 17	6:30 p.m.	City Council Meeting	Angie Feser	<ul style="list-style-type: none"> <li>• Human Services Needs Assessment Consultant Contract Awarded by City Council</li> </ul>
April 13	1:30 – 3:00 p.m.	Regular Meeting	Jessi Bon Angie Feser Allison Gubata	<ul style="list-style-type: none"> <li>• 2017 Work Plan Status</li> </ul>
May 11	1:30 – 3:00 p.m.	Regular Meeting	Jessi Bon Angie Feser Allison Gubata	<ul style="list-style-type: none"> <li>• 2017 Work Plan Status</li> </ul>
June 8	1:30 – 3:00 p.m.	Regular Meeting	Jessi Bon Angie Feser Allison Gubata	<ul style="list-style-type: none"> <li>• 2017 Work Plan Status</li> </ul>
June 13	6:30 p.m.	City Council SS HSTF	Angie Feser	<ul style="list-style-type: none"> <li>• Commission recommendation</li> </ul>
July 13	1:30 – 3:00 p.m.	Regular Meeting	Jessi Bon Angie Feser Allison Gubata	<ul style="list-style-type: none"> <li>• 2017 Work Plan Status</li> </ul>
August 10	1:30 – 3:00 p.m.	Regular Meeting	Jessi Bon Angie Feser Allison Gubata	<ul style="list-style-type: none"> <li>• 2017 Work Plan Status</li> </ul>
September 12	6:30 p.m.	City Council	Angie Feser	<ul style="list-style-type: none"> <li>• Report out of Needs Assessment</li> </ul>
September 14	1:30 – 3:00 p.m.	Regular Meeting	Jessi Bon Angie Feser Allison Gubata	<ul style="list-style-type: none"> <li>• 2017 Work Plan Status</li> </ul>

## Calendars

<b>October 3</b>	6:30 p.m.	City Council	Angie Feser	<ul style="list-style-type: none"> <li>• Accepts Needs Assessment</li> </ul>
<b>October 12</b>	1:30 – 3:00 p.m.	Regular Meeting	Jessi Bon Angie Feser Allison Gubata	<ul style="list-style-type: none"> <li>• 2017 Work Plan Status</li> </ul>
<b>November 9</b>	1:30 – 3:00 p.m.	Regular Meeting	Jessi Bon Angie Feser Allison Gubata	<ul style="list-style-type: none"> <li>• 2017 Work Plan Status</li> </ul>
<b>December 14</b>	1:30 – 3:00 p.m.	Cancelled		

## 2017 Community Events

(A) = Arts Commission

(P) = Parks Department

(S) = City sponsored/supported events

*Note: Volunteer park projects are offered on most Saturdays. Only large volunteer events are listed below.*

January 14, 21, 28	Gen-Triller Rehearsals (A)	Bellewood Retirement Apt
January 16	MLK Day Volunteer Event (P)	Ebright Creek Park
January 26	Art Reception – “Acceptance” (A)	City Hall
January 26 – April 13	“Acceptance” Art Exhibit (A)	City Hall
January 31	Artist Opening Reception (A)	City Hall
February	Hansel & Gretel Performance (A)	TBD
February 4	Gen-Triller Performance (A)	Bellewood Retirement Apt
February 25	Build it Sammamish (A)	City Hall
March 18	Make it a Glass Day (A)	Teen Center
April 14 - June 28	“Slash and Burn” Art Exhibit (A)	City Hall
April 15	Eggstravagaza (S)	Commons Plaza
April 15	Sammamish Walks (S)	City Park TBD
April 22	Earth Day Volunteer Event (P)	City Park TBD
April 27	Art Reception for “Slash and Burn” (A)	City Hall
May 6	Au-Some Artists (A)	
May 10, 17, 24, 31	Farmers Market (S)	Commons Plaza
May 20	Rig-A-Palooza (P)	Commons Plaza
May 20	Sammamish Walks (S)	City Park TBD
June 2	Skate Competition (P)	Skate Park
June 7, 14, 21, 28	Farmers Market (S)	Commons Plaza

## Calendars

June 17	Sammamish Walks (S)	City Park TBD
June 28 – August 31	Art Exhibit (A)	City Hall
June 29 or July 9	Artist’s Reception (A)	City Hall
July 4	Fourth on the Plateau (P)	Commons Park
July 5, 12, 19, 26	Farmers Market (S)	Commons Plaza
July 11	KidsFirst! (P)	City Park TBD
July 13	Concert on the Park (P)	Pine Lake Park
July 15	Sammamish Walks (S)	City Park TBD
July 15	Shakespeare in the Park (P)	Klahanie Park
July 18	KidsFirst! (P)	City Park TBD
July 20	Concert on the Park (P)	Pine Lake Park
July 22	Shakespeare in the Park (P)	Klahanie Park
July 25	KidsFirst! (P)	City Park TBD
July 27	Concert on the Park (P)	Pine Lake Park
August 1	KidsFirst! (P)	City Park TBD
August 2, 9, 16, 23, 30	Farmers Market (S)	Commons Plaza
August 3	Concert on the Park (P)	Pine Lake Park
August 8	KidsFirst! (P)	City Park TBD
August 10	Concert on the Park (P)	Pine Lake Park
August 15	KidsFirst! (P)	City Park TBD
August 17	Concert on the Park (P)	Pine Lake Park
August 19	Sammamish Walks (S)	City Park TBD
August 19	Sammamish Days (P)	Commons Plaza
August 19	Sammamish Nights (S)	Commons Plaza

## Calendars

August 22	KidsFirst! (P)	City Park TBD
August 24	Concert on the Park (P)	Pine Lake Park
August 29	KidsFirst! (P)	City Park TBD
August 31	Concert on the Park (P)	Pine Lake Park
August 31 – November 30	Keiko Hara Art Exhibit (A)	City Hall
September 6, 13, 20	Farmers Market (S)	Commons Plaza
September 9	Day of Service Volunteer Event (P)	City Park TBD
September 16	Sammamish Walks (S)	City Park TBD
September 22	Day of Caring Volunteer Event (P)	City Park TBD
September 30 or October 7	Disaster Preparedness Fair (S)	City Hall
September 30 or October 7	Art Fair (A)	City Hall
October	“Theater of Possibility” (A)	
October 1 or 8	Art Fair (A)	City Hall
October 12, 13, 14, 15	Nightmare at Beaver Lake (S)	Beaver Lake Park
October 19, 20, 21, 22	Nightmare at Beaver Lake (S)	Beaver Lake Park
October 27, 28, 29, 30, 31	Nightmare at Beaver Lake (S)	Beaver Lake Park
October 31	Halloween Happening (P)	City Hall
November	Gen-Fusion (A)	
December 1	Very Merry Sammamish (P)	Commons Plaza & City Hall



**City of Issaquah  
City Council Committees**

<b>Infrastructure</b>	<ul style="list-style-type: none"> <li>- Mobility, roads, transit, Complete Streets and concurrency.</li> <li>- Cascade Water Alliance and Sammamish Plateau Water and Sewer District Issues</li> <li>- Stormwater</li> <li>- Cable and wireless</li> <li>- Technology</li> <li>- Puget Sound Energy issues</li> <li>- Alternative energy proposals and projects</li> <li>- Waste management and recycling</li> <li>- Surface water management</li> <li>- Other environmental issues</li> </ul>
<b>Land &amp; Shore</b>	<ul style="list-style-type: none"> <li>- Open space</li> <li>- Land use designations</li> <li>- Land acquisitions</li> <li>- Zoning, permits, sign code, urban villages and development agreements</li> <li>- Annexations/PAA's</li> <li>- Transfer of development rights for major projects</li> <li>- Comprehensive Plan, Central Issaquah Plan</li> <li>- Shoreline Master Plan</li> <li>- Stream / wetland buffers and critical areas.</li> </ul>
<b>Services &amp; Safety</b>	<ul style="list-style-type: none"> <li>- Parks development</li> <li>- Recreation</li> <li>- Park maintenance</li> <li>- Open space management</li> <li>- Economic vitality issues</li> <li>- Human services</li> <li>- Police / fire (including EF&amp;R RFA issues)</li> <li>- Emergency management</li> <li>- Human resources / civil service</li> <li>- Grants (e.g. Arts Commission.)</li> </ul>

**City of Redmond  
City Council Committees**

<p><b>Parks &amp; Human Services</b></p>	<ul style="list-style-type: none"> <li>- Park facilities and recreational programs</li> <li>- Coordination of education programs and recreational facilities</li> <li>- Programs and facilities for senior citizens, underprivileged and handicapped persons, minorities and low-income families</li> <li>- Generally, areas involving the preservation, protection and advancement of human concerns.</li> </ul>
<p><b>Planning &amp; Public Works</b></p>	<ul style="list-style-type: none"> <li>- Comprehensive and coordinated land use planning and management</li> <li>- Energy; subdivisions and plats;</li> <li>- Preservation and protection of greenbelts, floodplains, shorelines and natural amenities</li> <li>- Annexation and area planning</li> <li>- Generally, the supervision and control of the development and land use process</li> <li>- Street and right-of-way improvements, maintenance and operation</li> <li>- Public utilities, including storm drainage, sanitary sewers, water, coordination with special purpose districts and other municipal utilities, and supervision over privately owned public utilities</li> <li>- Public buildings and improvements</li> <li>- Construction and building codes and regulations</li> <li>- Generally, projects and facilities within the area of public works.</li> </ul>
<p><b>Public Safety</b></p>	<ul style="list-style-type: none"> <li>- Law enforcement and fire protection</li> <li>- Animal control</li> <li>- Civil defense</li> <li>- Public health and safety</li> </ul>
<p><b>Finance, Administration &amp; Communication</b></p>	<ul style="list-style-type: none"> <li>- Function and operation of municipal government through its departments, boards, and appointive officers</li> <li>- Personnel management policies, including salary and compensation plans, working conditions and employment benefits</li> <li>- Maintenance of public records and documents</li> <li>- Public relations and information</li> <li>- Inventory and control of municipally owned property</li> <li>- Comprehensive municipal insurance coverage</li> <li>- Generally, policy areas dealing with public administration</li> <li>- Financial policy</li> <li>- Analysis of and advice on the budget process, proposed budgets and other financial programs with respect to overall city policy</li> <li>- Council rules and procedures, matters relating to conflict of interest, questions and code of ethics for public officials</li> <li>- Campaign practices and expenditures</li> <li>- Generally, matters relating to the conduct of municipal affairs, its rules and ethics.</li> </ul>
<p><b>Regional Affairs Committee</b></p>	<p>To review and discuss issues affecting Redmond in a regional context, and in relation to other municipal, county, regional, state and federal governments and agencies.</p>

## **City Council Committees 2016**

### **Finance Committee** (meets monthly)

- Tom Hornish
- Kathleen Huckabay
- Tom Odell

### **Transportation Committee** (meets twice a month)

- Bob Keller
- Tom Odell
- Christie Malchow

### **Public Safety Committee** (meets quarterly)

- Tom Hornish
- Christie Malchow
- Ramiro Valderrama-Aramayo

### **Utility District Coordination** (ad hoc – meets as needed)

- Bob Keller
- Ramiro Valderrama-Aramayo
- Don Gerend

### **Communications** (meets monthly)

- Christie Malchow
- Tom Hornish
- Bob Keller

### **Transit** (meets as needed)

- Tom Odell
- Don Gerend
- Kathleen Huckabay

### **Health and Human Services** (meets monthly)

- Christie Malchow
- Tom Hornish
- Kathleen Huckabay



## 2017 Regional Committees:

**YMCA Board** (Board meets monthly; subcommittees meet monthly or other frequencies as needed)

- None at present

### **Eastside Transportation Partnership (ETP)**

- Kathleen Huckabay
- Tom Odell
- Don Gerend (alternate)

### **Eastside Fire and Rescue** (meets monthly)

- Bob Keller
- Ramiro Valderrama-Aramayo
- Christie Malchow (alternate)

### **EF&R Finance and Administrative Committee** (meets monthly)

- Kathleen Huckabay
- Bob Keller (alternative)

### **Emergency Medical Services Advisory Task Force** (3-4 times per year)

- Bob Keller

### **Kokanee Working Group** (quarterly)

- Tom Odell
- Kathy Huckabay
- Don Gerend

### **Sound Cities Association PIC** (meets monthly)

- Bob Keller (alternate)
- Christie Malchow

### **Salmon Recovery Council WRIA 8 - Water Resource Inventory Area** (meets monthly)

- Tom Odell
- Don Gerend (alternate)

**Background:** The Sammamish City Council forms committees every year at their Council Retreat. The purpose for the standing committees is to inform and educate the Council on existing city programs and issues, to provide an opportunity to explore the implications of policy alternatives as part of the policy development process. Councilmembers also serve on regional committees to ensure the interests of Sammamish are represented.



# Major Projects: Three-Year Calendar

Updated: January 12, 2017

Projects	2017				2018				2019			
	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr
Transportation Master Plan												
Transportation Comp Plan Update												
Transportation Impact Fee Update												
Stormwater Rate Study												
Zackuse Creek Basin Plan												
ADA Transition Plan												
PRO Plan Update												
Land Acquisition Strategy												
YMCA Property Study												
Klahanie Park Master Plan												
Human Services Needs Assessment												
Classification & Compensation Study												
Urban Forestry Management Plan												
Town Center Planning												
Housing Strategic Plan												
Police Services Analysis												
Communications Strategic Plan												
Capital Planning												
Budget Planning												

Major Projects



# Transportation Improvement Plan: Three-Year Calendar

Updated: January 12, 2017

TIP Projects	2017				2018				2019			
	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr
Transportation Master Plan		Yellow	Yellow	Yellow	Yellow	Yellow	Yellow					
ADA Transition Plan				Yellow	Yellow	Yellow						
TR-01: SE 4th Street	Light Blue	Red	Dark Blue									
TR-05: Sahalee Way NE (On Hold)												
TR-33/TR-34: Intersection Analysis on 228th at SE 4th, SE 8th and SE 10th	Yellow	Yellow	Yellow	Yellow								
TR-34: 228th & SE 8th Intersection			Yellow	Yellow	Light Blue	Light Blue	Light Blue	Light Blue	Red	Dark Blue	Dark Blue	Dark Blue
TR-07: Issaquah-Fall City Rd: 42nd Avenue SE to Klahanie Dr SE	Light Blue	Light Blue	Light Blue	Light Blue	Red	Dark Blue	Dark Blue	Dark Blue	Dark Blue	Dark Blue	Dark Blue	Dark Blue
TR-25: 212th Way (Snake Hill) Improvements	Red	Dark Blue	Dark Blue	Dark Blue								
TR-20: SE 14th Street Extension: Lawson Park Plat to 248th Ave SE					Red	Dark Blue						
TR-10: 212th Ave SE Gap Project - SE 24th St to Crossings Subdivision	Dark Blue	Dark Blue										
TR-08: Issaquah-Fall City Rd: Klahanie Dr SE to Issaquah-Beaver Lk Rd			Yellow	Yellow	Light Blue	Light Blue	Light Blue	Light Blue	Red	Dark Blue	Dark Blue	Dark Blue
TR-19: Intelligent Transportation System (ITS) - Phase 2					Light Blue	Light Blue	Light Blue	Light Blue	Dark Blue	Dark Blue	Dark Blue	Dark Blue
TR-18/TR-42: Safety and capacity analysis.							Yellow	Yellow	Yellow	Yellow		

Major Projects

# Transportation Improvement Plan: Three-Year Calendar

Updated: January 12, 2017

TIP Projects	2017				2018				2019			
	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr
Louis Thompson Hill Landslide Area: Repair Project	Planning	Design	Design	Design	Bidding	Construction	Construction					
TR-B: Non-Motorized Program (Projects TBD)		Planning	Design	Design	Bidding	Construction	Construction	Planning	Design	Design	Bidding	Construction
TR-B: Non-Motorized Program: SE 4th St; 200th Ave to 204th Ave; South Side of Street	Planning	Design	Design	Bidding	Construction							
TR-C: Sidewalk Program (Projects TBD)	Planning	Design	Bidding	Construction	Planning	Design	Bidding	Construction	Planning	Design	Bidding	Construction
TR-D: Intersection Improvement: Enhanced Crosswalk ELSP near 33rd	Planning	Design	Bidding	Construction								
TR-E: Neighborhood Projects (Projects TBD)	Planning	Design	Bidding	Construction	Planning	Design	Bidding	Construction	Planning	Design	Bidding	Construction
TR-E: Beaver Lake Way/Drive SE (Neighborhood Traffic Program)	Design	Bidding	Construction									
228th Ave/Issaquah Pine Lake Road Signal Pole & Mast Arm Re-Painting	Design	Bidding	Construction									
Other Projects: Asphalt Patching, Crack Sealing and Overlay (Annual - Ongoing)	Design	Bidding	Construction	Planning	Design	Bidding	Construction	Planning	Bidding	Construction	Construction	Planning



Planning



Design



Bidding



Construction

Major Projects

# Stormwater CIP Projects: Three-Year Calendar

Updated: January 12, 2017

Projects	2017				2018				2019			
	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr
Inglewood Trunkline Project	Construction											
SW-12: Tamarack Neighborhood Drainage & Water Quality Retrofit (On Hold)												
SW-03: Zackuse Creek Fish Passage Culvert and Stream Restoration (Phase 2)	Planning	Design	Design	Design	Design	Bidding	Construction	Construction				
SW-02: Louis Thompson Hill Rd. High Density Polyethylene Storm Pipe	Bidding	Construction	Construction									
SW-01: Town Center Regional Stormwater Plan	Planning	Planning	Planning	Planning								
SW-07: Zackuse Creek Basin Plan			Planning	Planning	Planning	Planning	Planning	Planning	Planning	Planning		
SW-06: Sahalee Way Stormwater Tightline	Planning	Design	Design	Design	Bidding	Construction	Construction					
SW-09: Laughing Jacobs Creek Basin Plan									Planning	Planning	Planning	Planning
SW-04: Ebright Creek Fish Passage Culvert Project							Planning	Planning	Planning	Planning	Planning	Planning
SW-D: Major Stormwater Drainage Facility Repairs & Resolutions	Design	Bidding	Construction									

Planning
  Design
  Bidding
  Construction

Major Projects



# Parks CIP Projects: Three-Year Calendar

Updated: January 12, 2017

Projects	2017				2018				2019			
	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr
PK-10: Skyline Community Fields - Field Turf Replacement												
PK-25/26: East Sammamish Park - Playground & Parking Improvements												
PK-08: Klahanie Park Field Repairs												
PK-13: Beaver Lake Park - Lakeside Improvements												
PK-29: Lower Commons Permanent Restroom Building												
PK-47: Mystic Lake Trail Extension												
PK-45: Evans Creek Preserve - Highway 202 Access												
PK-09: Pine Lake Park Field Upgrade and Improvements												
PK-36: Skate Park Rehabilitation/Repair												
PK-04: Inglewood Middle School - Field Upgrade												
PK-62/63 - Sammamish Landing Restroom and Utility Connections & ADA Access												
PK-64: Lower Commons to Big Rock Park Trail												
PK-34: Klahanie Park Master Plan												

Major Projects

# Parks CIP Projects: Three-Year Calendar

Updated: January 12, 2017

Projects	2017				2018				2019			
	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr
PK-46: Indoor Field House - Feasibility Study (On Hold)												
PK-B: Lower Commons Master Plan Update & Green Spine/Central Plaza Design												
PK-D: Land Acquisition Strategy												
Parks, Recreation and Open Space (PRO) Plan Update												

## CITY MANAGER’S OFFICE: 2017 WORK PLAN

GOAL		JAN-MAR	APR-JUN	JUL-SEP	OCT-DEC
<b>Work Item 1: Major Projects</b>					
OBJECTIVES	LEAD/TEAM	Q1 TASKS	Q2 TASKS	Q3 TASKS	Q4 TASKS
<b>1. Communications Strategic Plan</b>	<b>Tim Larson</b> <b>Jessi Bon</b> Mike Sugg	<b>FEB:</b> Scope of work discussion with City Council [2/21]  Issue RFP for Consultant Selection.	<b>APR:</b> Contract award for consultant. [4/4]  <b>JUN:</b> Begin public outreach process.	Public Outreach Process ongoing.  <b>JUL:</b> Council Discussion/Project Update [7/11]  <b>SEP:</b> Council Discussion/Project Update [9/12]	<b>OCT:</b> Plan Adoption [10/17]
<b>2. City Hall Space Planning/Remodel</b>  **Project timeline and scope of work are still tentative.**	<b>Jessi Bon</b> <b>Sevda Baran</b>	<b>JAN/FEB:</b> Discuss scope of work with Council.	<b>MAY:</b> Award Consultant Design Contract [5/16]		<b>OCT:</b> Bid Award [10/03]  <b>NOV:</b> Construction Begins

GOAL		JAN-MAR	APR-JUN	JUL-SEP	OCT-DEC
<b>Work Item 2: Emergency Management</b>					
OBJECTIVES	LEAD/TEAM	Q1 TASKS	Q2 TASKS	Q3 TASKS	Q4 TASKS
<b>1. Emergency Manager Recruitment</b>	<i>Jessi Bon</i>	<p><b>JAN:</b> Interviews and selection.</p> <p><b>FEB:</b> New Emergency Manager begins.</p>	<p>Refine scope of work for new position.</p> <p>Begin community meetings, attend regional meetings etc.</p>		
<b>2. Emergency Management Ordinance Update &amp; Other Regulatory Updates</b>	<i>Mike Sugg Jessi Bon</i>	<p><b>FEB:</b> First Reading of Ordinance [2/7]</p> <p>Second Reading of Ordinance [2/21]</p> <p>Resolution Adopting Regional Coordination Framework. [2/7]</p>			
<b>3. Comprehensive Emergency Management Plan Update</b>	<i>Mike Sugg Jessi Bon</i>	<p><b>JAN-FEB:</b> Complete update of Comprehensive Emergency Management Plan and submit to State of Washington for Approval.</p>			
<b>4. Community Outreach/Partnerships</b>	<i>Emergency Manager Jessi Bon</i>	<p>Coordination and partnership with police, fire, water districts, CERT, neighboring cities, regional partners and others.</p> <p>Develop a local community task force, establish quarterly meetings.</p>	Ongoing	Ongoing	Ongoing
<b>5. Marketing &amp; Public Relations</b>	<i>Emergency Manager Tim Larson Jessi Bon</i>	<p>Provide regular newsletter articles on a variety of emergency management topics.</p> <p>Market and promote programs, services and safety strategies via social media.</p>	Ongoing	Ongoing	Ongoing

GOAL		JAN-MAR	APR-JUN	JUL-SEP	OCT-DEC
<b>Work Item 3: Facilities Management/Maintenance</b>					
OBJECTIVES	LEAD/TEAM	Q1 TASKS	Q2 TASKS	Q3 TASKS	Q4 TASKS
<b>1. Full development of routine maintenance program including tracking</b>	<i>Glenn Akramoff Martin Bohanan</i>	<b>FEB:</b> Hire Maintenance 2 <b>MAR:</b> Begin development of faculty Maintenance SOP's and Level of service for all facilities	<b>APR-MAY:</b> Fully implement City works for tracking of work and assets <b>JUNE:</b> Review phase of SOP's and LOS	<b>JULY:</b> Complete final version LOS and SOP's	<b>SEPT:</b> Integrate LOS and SOP's in to Maintenance Strategic Plan
<b>2. Support of CIP Planning and Projects</b>	<i>Martin Bohanan</i>	<b>Add CIP program as appropriate</b>			
<b>3. Maintenance Contract Evaluation and process update</b>	<i>Glenn Akramoff Martin Bohanan</i>	<b>JAN:</b> meetings with each contractor to provide update. Implement updated contract management process <b>FEB-MAR:</b> Begin evaluating each contract individually to included city needs, contract updates and make vs. buy. <b>ONGOING:</b> Administer ongoing contracts	<b>APR-MAY:</b> Completed contract evaluations and prepare memo and direction and transition plan <b>JUN:</b> Provide any contract dollar adjustments for 2018 to finance department (if needed). Could be in house or updated contact depending on findings <b>ONGOING:</b> Administer ongoing contracts	<b>JULY-AUG:</b> Present final contact approach and transition plan <b>ONGOING:</b> Administer ongoing contracts	<b>OCT-DEC:</b> Prepare updated contact documents and bid contracts. Implement Transition Plan. <b>ONGOING:</b> Administer ongoing contracts
<b>4. Facility Maintenance Structure and long term staff planning</b>	<i>Glenn Akramoff Martin Bohanan Jessi Bon</i>	<b>JAN:</b> Parks and Recreation Director, Maintenance Director begin meeting with Public Works Director and Deputy City Manager to determine the best approach and begin planning process for structure update. <b>MAR:</b> Finalize assessment of future needs Maintenance Division and Parks and Recreation Department	<b>APR-MAY:</b> Finalize structure and prepare presentation  <b>JUNE:</b> Present maintenance Strategic Plan with updated operation structure to City Manager	<b>JULY:</b> Present draft maintenance Strategic Plan with updated operation structure to City Council Committee  <b>SEPT:</b> Present maintenance Strategic Plan with updated operation structure to City Council	<b>OCT-NOV:</b> implementation of updated structure, strategic plan and



# ADMINISTRATIVE SERVICES: 2017 WORK PLAN

GOAL	JAN-MAR	APR-JUN	JUL-SEP	OCT-DEC	
<b>Work Item 1: Administrative Services - Contract Management</b>					
OBJECTIVES	LEAD/TEAM	Q1 TASKS	Q2 TASKS	Q3 TASKS	Q4 TASKS
<b>Solid Waste Services - Oversee implementation of new contract</b>	<i>Beth Goldberg</i>	Oversee 2017 - 2025 contract implementation and any follow-up required  Respond to customer inquiries  Attend monthly MSWMAC meetings	Ongoing	Ongoing	Ongoing
<b>Criminal Justice Contracts (District Court, Prosecuting Attorney, Public Defense, Public Defense Screener, Domestic Violence Advocate)</b>	<i>Beth Goldberg</i>	Oversee implementation of new public defense contracts  Monitor existing contracts  Attend monthly and quarterly District Court oversight committee  Monitor DWLS trends	Ongoing	Ongoing	Ongoing
<b>Legal Services</b>	<i>Beth Goldberg</i>	Monitor contract	Ongoing	Ongoing	Ongoing
<b>Fire Services</b>	<i>Beth Goldberg</i>	Attend monthly EF&R meetings  Work with King County on ALS LOS Analysis	Ongoing	Ongoing	Ongoing
<b>Animal Control</b>	<i>Beth Goldberg</i>	Monitor contract  Regional discussions regarding new contract  Attend quarterly RASKC meetings	Ongoing  Final contract terms to Council for approval [6/6 – Tentative]	Ongoing	Ongoing
<b>Cable Services</b>	<i>Beth Goldberg</i>	Respond to customer inquiries	Ongoing	Ongoing	Ongoing

Work Plans

GOAL		JAN-MAR	APR-JUN	JUL-SEP	OCT-DEC
<b>Work Item 2: Administrative Services - Human Resource Management</b>					
OBJECTIVES	LEAD/TEAM	Q1 TASKS	Q2 TASKS	Q3 TASKS	Q4 TASKS
<b>Day-to-Day Management of Human Resources Function</b>	<i>Beth Goldberg, Paulette O'Connell &amp; new Senior HR Analyst</i>	Manage City's human resources function.  Assist with recruitment/on-boarding of new positions.	Ongoing	Ongoing	Ongoing
<b>Hire Senior HR Analyst</b>	<i>Beth Goldberg</i>	Finalize job description, post job, review applications, conduct interview and select qualified candidate.			
<b>Conduct a Classification &amp; Compensation Study</b>	<i>Beth Goldberg, Mike Sugg &amp; new Senior HR Analyst</i>	Review RFP responses, select a vendor. Award Contract: [3/7]  Ongoing coordination with the consultant.	Ongoing coordination with the consultant who will complete the work.  Provide status reports to Sammamish employees.	Target period for completion. <b>Once study is completed, will need to take findings to Council for review/direction.</b>  Provide status reports to Sammamish employees.	Prepare for implementation of study recommendations as part of mid-biennial budget update.  Provide status reports to Sammamish employees.
<b>Resolve Technical Issues with Social Security Replacement Program</b>	<i>Beth Goldberg</i>	Once there is a definitive understanding of the issue, take necessary changes to Council for a decision. Timeline TBD.	Ongoing		
<b>Update the City's Administrative Manual/Employee Handbook</b>	<i>Beth Goldberg, new Senior HR Analyst</i>		The City of Sammamish's Administrative Manual and Employee Handbook are out of date and in need of updating.	Ongoing	Complete personnel policy manual update.
<b>Implement Springbrook HR Module</b>	<i>Beth Goldberg, new Senior HR Analyst, Paulette O'Connell &amp; Finance Department</i>		Coordinate with Springbrook on timing of for work in later half of 2017.	Develop a procurement and implementation plan for launching the Springbrook HR module in late 2017.	Ongoing
<b>Update City's Performance Evaluation Form</b>	<i>Beth Goldberg, new Senior HR Analyst</i>			Meeting with senior leadership team to discuss updated form.	Update form.

GOAL		JAN-MAR	APR-JUN	JUL-SEP	OCT-DEC
<b>Work Item 3: Office of the City Clerk</b>					
OBJECTIVES	LEAD/TEAM	Q1 TASKS	Q2 TASKS	Q3 TASKS	Q4 TASKS
<b>Provide Support for City Council Meetings and Special Events</b>	<i>Melonie Anderson &amp; Lita Hachey</i>	Prepare and distribute packet material.  Coordinate with IT to ensure equipment is operational.  Coordinate guest speakers and other special events.  Coordinate Council training on Open Public Meetings/Public Records regulations.  Commission Recruitment	Ongoing  Coordinate social service agencies in Sammamish for 2017 Food Drive  Coordinate food donations at Farmer's Market  Continue to research electronic agenda options.	Ongoing  Help coordinate and conduct Mayor's Month of Concern Food Drive	Ongoing  Commission Recruitment
<b>Email Retention, Records Management and Public Records Requests</b>	<i>Melonie Anderson &amp; Lita Hachey</i>	Provide Ongoing training to current staff, new staff and councilmembers.  Respond to and track public records requests.  Refine online public requests options.  Educational classes for Clerk's Office in Best Practices.  Research document management software  Organize current electronic records. (i.e. P drive)	Ongoing	Ongoing	Ongoing

GOAL		JAN-MAR	APR-JUN	JUL-SEP	OCT-DEC
<b>Work Item 3: Office of the City Clerk (continued)</b>					
OBJECTIVES	LEAD/TEAM	Q1 TASKS	Q2 TASKS	Q3 TASKS	Q4 TASKS
<b>Human Services Grants</b>	<i>Melonie Anderson</i>	<p>Perform annual monitoring visits for organizations receiving over \$5,000 in Funding for 2016.</p> <p>Process quarterly invoicing for 2016 grants.</p> <p>Attend quarterly Human Service Consortium Meeting.</p>	<p>Work with Human Services Task Force on grant process review.</p> <p>Perform annual monitoring visits for organizations receiving over \$5,000 in Funding for 2016.</p> <p>Process quarterly invoicing for 2016 grants.</p>	<p>Work with Human Services Task Force on grant process review.</p> <p>Perform annual monitoring visits for organizations receiving over \$5,000 in Funding for 2016.</p> <p>Process quarterly invoicing for 2016 grants.</p>	<p>Perform annual monitoring visits for organizations receiving over \$5,000 in Funding for 2016.</p> <p>Process quarterly invoicing for 2016 grants.</p>
<b>Hearing Examiner Services</b>	<i>Melonie Anderson &amp; Lita Hachey</i>	Provide direct support to the Hearing Examiner and serve as a liaison between the Examiner and City Staff.	Ongoing	Ongoing	Ongoing
<b>Work Item 4: Risk Management</b>					
OBJECTIVES	LEAD/TEAM	Q1 TASKS	Q2 TASKS	Q3 TASKS	Q4 TASKS
<b>Manage the risk management function, including claims against the City</b>	<i>Beth Goldberg &amp; Lita Hachey</i>	Oversee all aspects of cities risk management function, including reporting to WCIA, and processing claims against the City	Ongoing	<p>Ongoing</p> <p>Oversee annual WCIA audit process</p>	Ongoing
<b>Work Item 5: Recycling Program</b>					
OBJECTIVES	LEAD/TEAM	Q1 TASKS	Q2 TASKS	Q3 TASKS	Q4 TASKS
<b>Oversee the City's recycling program</b>	<i>Beth Goldberg</i>	<p>Process annual grant documents</p> <p>Coordinate with Olympic Environmental Resources to prepare for recycling events</p>	Ongoing	Ongoing	Ongoing

# COMMUNITY DEVELOPMENT DEPARTMENT: 2017 WORK PLAN

GOAL	JAN-MAR	APR-JUN	JUL-SEP	OCT-DEC	
<b>Work Item 1: Planning Projects</b>					
OBJECTIVES	LEAD/TEAM	Q1 TASKS	Q2 TASKS	Q3 TASKS	Q4 TASKS
<b>Town Center Implementation Strategies</b>	<i>Kellye Hilde Doug McIntyre David Goodman Parks Staff PW Staff</i>	Update CC: Implementation strategies [2/14]  Update CC: TDR overview [2/14]  Update CC: Regional Stormwater Overview [3/7]	Update CC: Park Infrastructure/Green Spine [4/11]		
<b>Urban Forestry Management Plan</b>	<i>David Goodman Kellye Hilde David Pyle Mike Sugg Parks Staff PW Staff</i>		Update CC and PC / PKS Commission: Scoping Discussion [5/9]  Finalize scope of work, Complete RFP	CC approve professional services contract [7/18]  Finalize public outreach plan	Commence public outreach process.  Plan adoption anticipated in 2018.
<b>Housing Strategy Update</b>	<i>Doug McIntyre Kellye Hilde David Goodman ARCH Staff</i>			Draft scope of work Update CC and PC [6/20]	Finalize scope of work
<b>SMP Amendment Code Amendment: Wetland Ratings &amp; Non-Conforming Provisions</b>  ** Awaiting DOE response to CC action from 2016**	<i>David Pyle</i>	Receive DOE response Complete CC review and action			
<b>Sign Code Update</b>	<i>David Goodman David Pyle Chris Hankins Doug McIntyre</i>	Complete PC review and recommendations	Complete CC review and action [5/2 & 5/16]		

GOAL	JAN-MAR	APR-JUN	JUL-SEP	OCT-DEC	
<b>Work Item 1: Planning Projects (continued)</b>					
OBJECTIVES	LEAD/TEAM	Q1 TASKS	Q2 TASKS	Q3 TASKS	Q4 TASKS
<b>Neighborhood Character</b>	<i>Jeff Thomas Doug McIntyre Mike Sugg</i>		Complete PC review and recommendations  Update CC and receive direction [6/20]		
<b>Title 24 - Comprehensive Planning Process &amp; Procedures Update</b>	<i>David Goodman Doug McIntyre</i>		Complete PC review and recommendations	Complete CC review and action [5/2 & 5/16]	
<b>R-1 Land Use Density Analysis</b>	<i>Jeff Thomas David Goodman</i>		Update CC and receive direction [5/2]		
<b>Annexations</b>  Annexation area include Sahalee, Soaring Eagle, Aldarra and 244th	<i>David Pyle Kevin Johnson</i>	Update CC and receive direction [3/14]			
<b>Comprehensive Plan Amendment – Transportation Element</b>  Docketed in 2016	<i>Doug McIntyre PW Staff</i>		Complete PC review and recommendations	Complete CC review and action [7/5 & 7/18]	
<b>Comprehensive Plan Amendment – Capital Facilities Element</b>  Docketed in 2016	<i>Doug McIntyre PW Staff</i>		Complete PC review and recommendations	Complete CC review and action [7/5 & 7/18]	
<b>Comprehensive Plan Amendment – School Impact Fee Updates</b>  September 1 Proposal Deadline	<i>David Goodman</i>				Complete CC review and action [11/21]
<b>Comprehensive Plan – 2018 Docket</b>	<i>David Goodman</i>				Complete CC review and action [11/21]

Work Plans

GOAL	JAN-MAR	APR-JUN	JUL-SEP	OCT-DEC	
<b>Work Item 2: Permitting</b>					
OBJECTIVES	LEAD/TEAM	Q1 TASKS	Q2 TASKS	Q3 TASKS	Q4 TASKS
<b>Town Center Implementation:</b> 1. TRF (Phases 1 & 2) 2. TRF (Phase 3) 3. Ichijo (IC) 4. American Classic (AC) 5. Vintage (VT) 6. STCA	<b>Kellye Hilde</b> <i>Doug McIntyre</i> <i>Parks Staff</i> <i>PW Staff</i>	TRF (1&2): Complete permits / inspections TRF (3): Issue podium permit IC: Continue permits / inspections AC: Continue permits / inspections VT: Complete pre-application meetings VT: Receive UZDP proposal STCA: Continue pre-application discussions	TRF (1&2): Complete permits / inspections TRF (3): Issue building permit IC: Continue permits / inspections AC: Continue permits / inspections	TRF (1&2): Complete permits / inspections TRF (3): Complete permits / inspections IC: Continue permits / inspections AC: Continue permits / inspections VT: Issue UZDP decision	TRF (3): Complete permits / inspections IC: Continue permits / inspections
<b>Other Subdivisions / Plats in process:</b> 1. Subdivisions 2. Short Plats  Received 25 total plat applications in 2016, 4 less than 2015	<b>David Pyle</b> <i>Ryan Harriman</i> <i>Lindsey Ozbolt</i> <i>Tracy Xui</i> <i>Sung Lee</i>	Continuous	Continuous	Continuous	Continuous
<b>Other Appeals / Litigation:</b> 1. King County (multiple) 2. ARC 3. Stickney / Birgh 4. Buchan Homes 5. Burnstead Docks	<b>City Attorney</b> <i>Staff Support</i>				
<b>East Lake Sammamish Trail (ELST)</b>	<b>Lindsey Ozbolt</b> <i>David Pyle</i> <i>PW Staff</i>	South Segment A: Continue inspections South Segment B: Issue SSDP decision Inglewood Pkg Lot: Issue SSDP decision	South Segment A: Continue inspections South Segment B: Reserve f/ SSDP appeal Inglewood Pkg Lot: Reserve for SSDP appeal	South Segment A: Continue inspections South Segment B: Reserve for SSDP appeal Inglewood Pkg Lot: Reserve for SSDP appeal	South Segment A: Continue inspections

GOAL		JAN-MAR	APR-JUN	JUL-SEP	OCT-DEC
<b>Work Item 2: Permitting Projects (continued)</b>					
OBJECTIVES	LEAD/TEAM	Q1 TASKS	Q2 TASKS	Q3 TASKS	Q4 TASKS
<p><b>Land Use Permitting</b></p> <p>Received 167 permits in 2016, +28 from 2015                      Completed 168 pre-application meetings in 2016, +25 from 2015                      Completed 171 feasibility meetings in 6 months in 2016, +171 from 2015</p>	<p><i>David Pyle</i>  <i>Ryan Harriman</i>  <i>Lindsey Ozbolt</i>  <i>Tracy Xui</i>  <i>Sung Lee</i></p>	Continuous	Continuous	Continuous	Continuous
<p><b>Development Permitting</b></p> <p>Received 3,265 permits in 2016, +459 from 2015                      Issued 2,851 permits in 2016, +196 from 2015                      Completed 9,458 inspections in 2016, +1,227 from 2015</p>	<p><i>Kurt Aldworth</i>  <i>Darci Donovan</i></p>	Continuous	Continuous	Continuous	Continuous

GOAL	JAN-MAR	APR-JUN	JUL-SEP	OCT-DEC	
<b>Work Item 3: Operational/Ongoing Work</b>					
OBJECTIVES	LEAD/TEAM	Q1 TASKS	Q2 TASKS	Q3 TASKS	Q4 TASKS
<b>MBP Activities</b> Registered Plans Fee Rewrites Payment Processing	<i>Darci Donovan</i>	Continuous	Continuous	Continuous	Continuous
<b>Planning Commission Support</b> PC meetings, materials and minutes 2 to 3/month Semi Annual CC/PC meetings	<i>Kellye Hilde Tammy Mueller</i>	Continuous	Continuous	Continuous	Continuous
<b>Other Commission/Boards Support:</b> 1. KC Planning Directors 2. K4C 3. ARCH	<i>Jeff Thomas Doug McIntyre David Goodman</i>	Continuous	Continuous	Continuous	Continuous
<b>Permit Process Improvement</b>	<i>Jeff Thomas David Pyle Kellye Hilde</i>	LEAN Training	Process Improvement – Bonds		Process Improvement – New Single Family Building Permit
<b>Electrical Program Implementation</b>	<i>Kurt Aldworth</i>		CC Adopt Electrical Codes [4/4 & 4/18] Hire Electrical Inspector FTE	Commence electrical permits and inspections	
<b>Customer Satisfaction Survey</b> PC meetings, materials and minutes 2 to 3/month Semi Annual CC/PC meetings	<i>Jeff Thomas Darci Donovan David Goodman</i>		Develop survey	CC update Begin BETA testing	Complete BETA testing
<b>Code Compliance Program</b> Current caseload = 98 Opened 129 cases in 2016, +36 cases from 2015	<i>Chris Hankins Devany Lunde</i>	Continuous Hire Senior Planner Code Compliance FTE	Continuous	Continuous	Continuous

Work Plans



## FINANCIAL SERVICES: 2017 WORK PLAN

GOAL	JAN-MAR	APR-JUN	JUL-SEP	OCT-DEC	
<b>Work Item 1: Financial Sustainability</b>					
OBJECTIVES	LEAD/TEAM	Q1 TASKS	Q2 TASKS	Q3 TASKS	Q4 TASKS
<b>Financial Forecast &amp; Modeling</b>	<i>Aaron Antin Chris Gianini</i>	Update data incorporating 2016 year-end.	Prepare revenue forecast.	Update forecast – all funds.	
<b>Fee Updates/Calibration</b>	<i>Chris Gianini</i>	Update data incorporating 2016 year-end.  Impact fee annual report to Council.	Perform fee reviews.  Analyze development revenue/expenditure coverage.	Review SWM alternatives/proposals, rate study analysis.	Council Adoption [Nov 21]
<b>Capital Project Funding</b>	<i>Aaron Antin Chris Gianini</i>	Monthly impact fee monitoring  Debt financing analysis  Coordination of dept. requests/updates	Monthly impact fee monitoring  Debt financing analysis  Coordination of dept. requests/updates	Monthly impact fee monitoring	Monthly impact fee monitoring
<b>Sales Tax Monitoring</b>	<i>Chris Gianini</i>	Analyze monthly sales tax reporting for trend analysis and financial forecast updates.	Analyze monthly sales tax reporting for trend analysis and financial forecast updates.	Analyze monthly sales tax reporting for trend analysis and financial forecast updates.	Analyze monthly sales tax reporting for trend analysis and financial forecast updates.

GOAL	JAN-MAR	APR-JUN	JUL-SEP	OCT-DEC	
<b>Work Item 2: Support to the City Manager</b>					
OBJECTIVES	LEAD/TEAM	Q1 TASKS	Q2 TASKS	Q3 TASKS	Q4 TASKS
<b>Finance Committee Support</b>	<i>Aaron Antin</i> <i>Chris Gianini</i>	Preparation for quarterly meeting  - Approval Thresholds - Council Travel - Long Term Forecasting - Development Fees	Preparation for quarterly meeting  Follow up tasks	Preparation for quarterly meeting  Follow up tasks	Preparation quarterly meeting  Follow up tasks
<b>eCityGov Alliance</b>	<i>Aaron Antin</i>	Operations Board meetings  Quarterly Executive Board meetings  Coordination of City applications	Operations Board meetings  Quarterly Executive Board meetings  Coordination of City applications	Operations Board meetings  Quarterly Executive Board meetings  Coordination of City applications	Operations Board meetings  Quarterly Executive Board meetings  Coordination of City applications
<b>Finance &amp; Administration Committee for EF&amp;R</b>	<i>Aaron Antin</i>	Monthly Committee Meetings  Coordination with Board issues/Admin. Services	Monthly Committee Meetings  Coordination with Board issues/Admin. Services	Monthly Committee Meetings  Coordination with Board issues/Admin. Services	Monthly Committee Meetings  Coordination with Board issues/Admin. Services
<b>Council Communications Committee</b>	<i>Aaron Antin</i>	Monthly Committee meetings  Coordination of City projects, external and internal communications	Monthly Committee meetings  Coordination of City projects, external and internal communications	Monthly Committee meetings  Coordination of City projects, external and internal communications	Monthly Committee meetings  Coordination of City projects, external and internal communications
<b>Finance Committee for KC Sheriff's Office</b>	<i>Aaron Antin</i>	Quarterly Committee Meetings  Coordination with Oversight	Quarterly Committee Meetings  Coordination with Oversight	Quarterly Committee Meetings  Coordination with Oversight	Quarterly Committee Meetings  Coordination with Oversight
<b>Retirement Account Management Fee Review</b>	<i>Chris Gianini</i>			Review and potentially bid out options and/or add options with decreased management fee expenses.	Review and potentially bid out options and/or add options with decreased management fee expenses.
<b>City Council Salary Study</b>	<i>Aaron Antin</i>	Timeline pending final direction from council. [3/14]			

GOAL	JAN-MAR	APR-JUN	JUL-SEP	OCT-DEC	
<b>Work Item 3: Major Projects</b>					
OBJECTIVES	LEAD/TEAM	Q1 TASKS	Q2 TASKS	Q3 TASKS	Q4 TASKS
<b>228<sup>th</sup> Project Site Analysis (Mars Hill)/Lease Agreement with CWU</b>	<i>Aaron Antin Jessi Bon</i>	Support on-going review of draft proposals.  Council Review Team  Council approval of lease [3/21]	On-going monitoring of financial terms for execution of lease agreement	Launch of Programming, implementation of agreement	On-going monitoring
<b>Emergency Management</b>	<i>Aaron Antin Chris Gianini Jennifer Dilley Greg Williams Emergency Manager</i>	Review Department action plans, coordination efforts	Update action plans and response measures	Test and monitor effectiveness of action plans	Review/update as needed
<b>Benefits Administration Support</b>	<i>Jennifer Dilley Jodee Bass</i>	Ongoing support of implementation of ACA, tax reporting, optional benefits reporting to employees	Researched/review continuing issues with policy administration	Researched/review continuing issues with policy administration	Researched/review continuing issues with policy administration
<b>Purchasing 101 and Staff Travel/ Reimbursement Policy Guidance/Education</b>	<i>Jennifer Dilley Marlene Dunham</i>	Gather/create central documentation repository	Develop training materials for staff presentation(s)	Create monitoring/revision process to update for purchasing code changes	
<b>Council Travel Policy</b>	<i>Chris Gianini Jennifer Dilley</i>	Options for Finance Committee consideration  To Council for Adoption [2/7 & 3/7]			
<b>Budget Process Improvement</b>	<i>Chris Gianini</i>	Meeting with senior leadership staff to review and discuss 2017-18 budget development process.	Analyze and improve the current budget preparation process.	Analyze and improve the current budget preparation process.	

GOAL		JAN-MAR	APR-JUN	JUL-SEP	OCT-DEC
<b>Work Item 4: Ongoing Programs</b>					
OBJECTIVES	LEAD/TEAM	Q1 TASKS	Q2 TASKS	Q3 TASKS	Q4 TASKS
<b>Budget monitoring/reporting (FMR) and Real Estate Excise Tax (REET)</b>	<i>Chris Gianini Colleen Rupke</i>	<b>MAR:</b> 2016 year-end complete; set up monitoring configuration for 2017 for FMR and REET reporting processes	Monthly updates	Monthly updates	Monthly updates
<b>Budget Carry Forward Process (Administrative) and Council Ordinance</b>	<i>Chris Gianini</i>	Educate departments on budget carry forward process  March: Close out 2016	Update 2017 spending plans  May: Council presentation/ordinance [5/2 & 5/16]		
<b>Financial Statement Preparation</b>	<i>Jennifer Dilley Jodee Bass</i>	Preparation through April	Preparation through April		
<b>Mid-biennial Budget Review and Ordinance</b>	<i>Aaron Antin Chris Gianini</i>		Educate departments on mid-biennial review process	Department budget proposals, review by City Manager	Update 2017 Spending Plans  Council Presentation & Approval [11/7 & 11/21]
<b>State Audit and CAFR Submission to GFOA</b>	<i>Jennifer Dilley</i>		State Audit: April – June		
<b>Budget Document submission to GFOA; Budget-in-Brief Document</b>	<i>Chris Gianini</i>	Document layout and publishing 90-day clock ends Feb. 13 GFOA submittal deadline	Budget-in-Brief document layout, publishing and messaging updates produced		Either award received or deficiencies noted
<b>Investment Portfolio</b>	<i>Aaron Antin Chris Gianini Jennifer Dilley</i>	Manage investment portfolio to achieve investment and budgeted earnings goals	Continued monitoring of investment results	Continued monitoring of investment results	Continued monitoring of investment results
<b>Daily Cash Management</b>	<i>Chris Gianini</i>	Reconcile city cash balance to bank cash balance  Transfer funds in/out of bank as needed	Reconcile city cash balance to bank cash balance  Transfer funds in/out of bank as needed	Reconcile city cash balance to bank cash balance  Transfer funds in/out of bank as needed	Reconcile city cash balance to bank cash balance  Transfer funds in/out of bank as needed
<b>Vehicle &amp; Equipment Repair &amp; Maintenance Expenditures</b>	<i>Chris Gianini</i>	Monthly monitoring of expenditures  Review fuel reports/mileage	Monthly monitoring of expenditures  Review fuel reports/mileage	Monthly monitoring of expenditures  Review fuel reports/mileage	Monthly monitoring of expenditures  Review fuel reports/mileage

GOAL		JAN-MAR	APR-JUN	JUL-SEP	OCT-DEC
<b>Work Item 4: Ongoing Programs (continued)</b>					
OBJECTIVES	LEAD/TEAM	Q1 TASKS	Q2 TASKS	Q3 TASKS	Q4 TASKS
<b>Legislative Analysis</b>	<i>Chris Gianini</i>		Analyze effects of state legislation on Sammamish		
<b>Property Tax Levy</b>	<i>Aaron Antin Chris Gianini</i>	Process planning  March: Close out 2016	Update revenue estimates  Assist in department analysis	Perform full review of current budget plan	Council deliberations & adoption of any modification actions
<b>Payroll Processing</b>	<i>Jodee Bass Jennifer Dilley Aaron Antin</i>	Process, review, and approve bi-monthly payroll  Preparation of W-2, 1094-C & 1095-C forms for all employees	Process, review, and approve bi-monthly payroll	Process, review, and approve bi-monthly payroll	Process, review, and approve bi-monthly payroll
<b>Accounts Payable Processing</b>  <i>In 2016, approximately 4,200 invoices were processed for payment.</i>	<i>Marlene Dunham Jennifer Dilley Aaron Antin</i>	Accurate and timely payment of City vendors  Preparation of IRS 1099 forms for required vendors	Accurate and timely payment of City vendors	Accurate and timely payment of City vendors	Accurate and timely payment of City vendors
<b>Accounts Receivable Processing</b>  <i>In 2016, over \$1 million was billed to customers.</i>	<i>Jodee Bass</i>	Accurate and timely billing of City customers  Ensure receipt of payment, follow-up when necessary	Accurate and timely billing of City customers  Ensure receipt of payment, follow-up when necessary	Accurate and timely billing of City customers  Ensure receipt of payment, follow-up when necessary	Accurate and timely billing of City customers  Ensure receipt of payment, follow-up when necessary
<b>Financial Systems Maintenance</b>  <i>In 2016, approximately \$400 million in system and manual journal entries were processed.</i>	<i>All</i>	Ensure accuracy, completeness, and reliability of City financial systems: -General Ledger -Accounts Payable -Payroll -Accounts Receivable -Project Management -Cash Receipts -TrackIt	Ensure accuracy, completeness, and reliability of City financial systems: -General Ledger -Accounts Payable -Payroll -Accounts Receivable -Project Management -Cash Receipts -TrackIt	Ensure accuracy, completeness, and reliability of City financial systems: -General Ledger -Accounts Payable -Payroll -Accounts Receivable -Project Management -Cash Receipts -TrackIt	Ensure accuracy, completeness, and reliability of City financial systems: -General Ledger -Accounts Payable -Payroll -Accounts Rec -Project Mgmt -Cash Receipts -TrackIt

GOAL		JAN-MAR	APR-JUN	JUL-SEP	OCT-DEC
<b>Work Item 4: Ongoing Programs (continued)</b>					
OBJECTIVES	LEAD/TEAM	Q1 TASKS	Q2 TASKS	Q3 TASKS	Q4 TASKS
<b>Ongoing Financial Management</b>	<i>Jodee Bass Jennifer Dilley</i>	Process quarterly taxes: -Labor & Industries -Leasehold Excise -IRS 941 -Employment Security  Process monthly taxes: -Business & Occupation -Sales & Use Tax  Monthly bank reconciliation  Daily TrackIt reconciliation and export	Process quarterly taxes: -Labor & Industries -Leasehold Excise -IRS 941 -Employment Security  Process monthly taxes: -Business & Occupation -Sales & Use Tax  Monthly bank reconciliation  Daily TrackIt reconciliation and export	Process quarterly taxes: -Labor & Industries -Leasehold Excise -IRS 941 -Employment Security  Process monthly taxes: -Business & Occupation -Sales & Use Tax  Monthly bank reconciliation  Daily TrackIt reconciliation and export	Process quarterly taxes: -Labor & Industries -Leasehold Excise -IRS 941 -Employment Security  Process monthly taxes: -Business & Occupation -Sales & Use Tax  Monthly bank reconciliation  Daily TrackIt reconciliation and export
<b>Work Item 5: Arts Commission Support</b>					
OBJECTIVES	LEAD/TEAM	Q1 TASKS	Q2 TASKS	Q3 TASKS	Q4 TASKS
<b>Arts Commission Support</b>	<i>Colleen Rupke Aaron Antin</i>	Monthly SAC Meetings  External Art Community Meetings  Quarterly Mayor/Leadership Meeting  Event Support	Monthly SAC Meetings  External Art Community Meetings  Quarterly Mayor/Leadership Meeting  Event Support	Monthly SAC Meetings  External Art Community Meetings  Quarterly Mayor/Leadership Meeting  Event Support	Monthly SAC Meetings  External Art Community Meetings  Quarterly Mayor/Leadership Meeting  Event Support

# INFORMATION TECHNOLOGY: 2017 WORK PLAN

GOAL	JAN-MAR	APR-JUN	JUL-SEP	OCT-DEC	
<b>Work Item 1: Maintenance and Operations</b>					
OBJECTIVES	LEAD/TEAM	Q1 TASKS	Q2 TASKS	Q3 TASKS	Q4 TASKS
<b>Help Desk/After Hours Support</b>	<i>Gregory Williams IT Staff</i>	Implement Help Desk single point of contact phone number, voice mail and integrate alerting for after hours and emergency operations  <b>FEB:</b> The Help Desk number/mail box will be implemented.	Ongoing	Ongoing	Ongoing
<b>Patch Management</b>  <i>The goal is to be 100% patched on the server and desktop side within 30 days of patch release from major vendors, but primarily Microsoft.</i>	<i>Gregory Williams</i>	<b>JAN:</b> Server, desktop and network equipment and infrastructure patching. Other network equipment and critical infrastructure will be patched quarterly.  Tools, processes, documentation and training for IT staff.	Ongoing	Ongoing	Ongoing
<b>Usage Policies</b>	<i>Gregory Williams</i>	Develop/revise usage policies for City-owned services, such as free public wi-fi, internet connections & social media.	Council policy review and discussion [6/6]	Council policy adoption [9/19]	
<b>Standardization of IT Equipment</b>	<i>IT Staff</i>	Meet with senior leadership to discuss standardization process, review equipment needs.	Coordinate with Facility team regarding City Hall space planning.  Establish equipment standardization process.	Ongoing	Ongoing
<b>Lifecycle Management</b>	<i>IT Staff</i>	Establish lifecycle management process for all IT hardware.	Ongoing	Ongoing	Ongoing

GOAL		JAN-MAR	APR-JUN	JUL-SEP	OCT-DEC
<b>Work Item 2: Emergency Operations, Disaster Recovery &amp; Redundancy</b>					
OBJECTIVES	LEAD/TEAM	Q1 TASKS	Q2 TASKS	Q3 TASKS	Q4 TASKS
Virtualization Platform Redundancy	<i>Gregory Williams</i>	Establish management redundancy plan for VMware (the City's virtualization platform).			
KC-INET (BGP) and Internet Fail Over	<i>Gregory Williams Emergency Manager Richard Koefod</i>	Evaluate the potential implementing of BGP – a protocol that allows for the near real time redirection of web traffic in the event of failures or disruptions to normal internet routers.	Ongoing coordination with Emergency Manager.	Ongoing	Ongoing
Infrastructure Redundancy	<i>Gregory Williams IT Staff</i>	Evaluate and establish redundancy protocols for perimeter routers, firewalls, and switches and core network switches. Identify single points of failure and provide for contingencies.	Ongoing	Ongoing	Ongoing
Enhance Conference Room A/V Capabilities	<i>Gregory Williams John Whitlock</i>	Continue to upgrade and improve business standard functionality in conference rooms throughout City facilities.	Coordinate with Facility Team regarding City Hall space planning and conference room upgrades.		
<b>Work Item 3: Business Continuity Plan</b>					
OBJECTIVES	LEAD/TEAM	Q1 TASKS	Q2 TASKS	Q3 TASKS	Q4 TASKS
Create Business Continuity Plan	<i>Gregory Williams IT Staff</i>	Complete data collection and risk assessment.	Develop plan, identifying strategy to address threats and risks to ensure that IT systems are operable in the event of a disaster.	Ongoing plan development.	Complete Business Continuity Plan. Update council on planning work. [11/21]

Work Plans

GOAL		JAN-MAR	APR-JUN	JUL-SEP	OCT-DEC
<b>Work Item 4: Infrastructure Replacements/Upgrades</b>					
OBJECTIVES	LEAD/TEAM	Q1 TASKS	Q2 TASKS	Q3 TASKS	Q4 TASKS
<b>Storage Area Network (SAN) Replacement</b>	<b>Gregory Williams</b> <i>IT Staff</i>	RFP for Storage Area Network (SAN) replacement.  Ensure project is aligned with City Clerk's Office and records management requirements.  This project was carried over from the 15/16 budget.	Project implementation, coordination with City Hall space planning project for electrical, HVAC and IT needs.	Project implementation, coordination with City Hall space planning project for electrical, HVAC and IT needs.	Management/maintenance ongoing.
<b>Phone System Upgrade</b>	<b>Richard Koefod</b> <i>IT Staff</i>	Evaluate and prepare a cost estimate for the phone system upgrade to ensure system redundancy.	Prepare recommendation for inclusion in mid-biennial budget update.		Council evaluates potential project during budget review process. [11/7]
<b>Network Monitoring</b>	<b>IT Staff</b> <i>Gregory Williams</i> <i>Aaron Antin</i>	This is a daily task. Monitoring the availability of devices and services, traffic and flow analysis of protocol traffic across the physical network.  <b>JAN:</b> Implement Solarwind's Orion Network Performance Monitor®, which will collect data regarding network uptime and device and service availability.	Ongoing assessment of network monitoring. May implement NTOP®, a real time traffic analyzer, which can identify protocols and geographic sources of traffic directed and traversing the City's network.	Ongoing	Ongoing

GOAL		JAN-MAR	APR-JUN	JUL-SEP	OCT-DEC
<b>Work Item 5: Cyber-Security Initiatives</b>					
OBJECTIVES	LEAD/TEAM	Q1 TASKS	Q2 TASKS	Q3 TASKS	Q4 TASKS
<b>Risk Assessment</b>	<i>Gregory William IT Staff</i>	Assessment of vulnerabilities to the City's network and network dependent infrastructure.	Ongoing	Ongoing	Ongoing
<b>Web Filtration</b>	<i>IT Staff</i>	Determine if additional web filtration systems are needed to enhance security.	Prepare recommendation for inclusion in mid-biennial budget update.		Council evaluates potential project during budget review process. [11/7]
<b>Intrusion Detection Systems</b>	<i>IT Staff</i>	Determine if additional intrusion detection systems or enhancements are needed.	Prepare recommendation for inclusion in mid-biennial budget update.		Council evaluates potential project during budget review process. [11/7]
<b>Security Training</b>	<i>IT Staff</i>	Develop a training program to educate staff and other users (City Council, volunteers etc.) on how to protect themselves and the City when conducting business online.	Ongoing	Ongoing	Ongoing

# PARKS & RECREATION: 2017 WORK PLAN

GOAL	JAN-MAR	APR-JUN	JUL-SEP	OCT-DEC	
<b>Work Item 1: Park Planning</b>					
OBJECTIVES	LEAD/TEAM	Q1 TASKS	Q2 TASKS	Q3 TASKS	Q4 TASKS
<b>1. PRO Plan Update</b>  <i>*Project scope of work currently in negotiation (as of 1/10/17).</i>	<b>Kyle Endelman</b> <i>Angie Feser</i> <i>Susan Cezar</i>	<b>JAN:</b> Project initiation <b>JAN:</b> Negotiation of consultant scope of work and contract. <b>JAN-MAR:</b> Existing conditions & baseline analyses <b>FEB-MAR:</b> Survey (combined w/LAS)	<b>APR-JUN:</b> Needs assessment, facility and program inventory. Public process continues.	<b>JUL-SEP:</b> Plan development. Public process continues.	<b>OCT-DEC:</b> Plan draft review. Public process continues.
<i>Council/Commission Meetings:</i>		<b>Feb. 7:</b> CC Award consultant contract <b>MAR 21:</b> CC Update and Public participation plan	<b>APR-JUN:</b> PRC presentation(s) Arts Commission presentation <b>APR 6:</b> Planning Commission (Joint Meeting) project intro/feedback <b>MAY 9:</b> CC/PRC/PC PRO update (+UFMP, TMP)	<b>JUL-SEP:</b> PRC presentation(s) Arts Commission presentation <b>SEP 12:</b> CC SS	<b>OCT-DEC:</b> PRC draft review <b>OCT 10/NOV 14/DEC 12</b> CC draft review Arts draft review Planning Commission draft review <b>JAN-MAR:</b> PRC Plan recommendation (Hand off). CC Plan adoption.
<b>2. Land Acquisition Strategy &amp; Implementation Policy</b>	<b>Anjali Myer</b> <b>Angie Feser</b> <i>Susan Cezar</i> <i>Shelby Upton</i>	<b>JAN-MAR:</b> Existing conditions analysis & Survey	<b>APR-JUN:</b> Needs assessment & Selection criteria	<b>JUL:</b> City Council Adoption of Implementation Policy	
<i>Council/Commission Meetings:</i>		<b>Jan. 4:</b> PRC VTH discussion <b>FEB. 1:</b> PRC Existing conditions report <b>FEB. 14:</b> CC SS <b>FEB. 15:</b> Public Meeting	<b>APR. 11:</b> CC SS (draft policy) <b>MAY 3:</b> PRC Survey results, selection criteria <b>MAY 9:</b> CC/PRC/PC PRO update (+UFMP, TMP) <b>MAY 10:</b> Public Meeting <b>JUN 13:</b> PC/CC selection criteria/needs priorities <b>June 14:</b> Public Meeting	<b>JUL 5:</b> CC policy intro/potential properties <b>July 18:</b> CC policy adoption	
<b>3. Transportation Master Plan - Non-motorized support</b>	<b>Susan Cezar</b>	<b>Jan:</b> RFQ and Consultant selection	Provide non-motorized support to PW in plan development.	Ongoing	Ongoing
<b>4. East Lake Sammamish Trail Citizen Liaison</b>	<b>Susan Cezar</b>	Serve as citizen liaison for issues related to the ELST. Investigate problems, work with KC to problem-solve solutions.	Ongoing	Ongoing	Ongoing

GOAL		JAN-MAR	APR-JUN	JUL-SEP	OCT-DEC
<b>Work Item 1: Park Planning (continued)</b>					
OBJECTIVES	LEAD/TEAM	Q1 TASKS	Q2 TASKS	Q3 TASKS	Q4 TASKS
<b>5. Lower Commons to BRP Trail land acquisition</b>	<i>Kyle Endelman</i>	<b>JAN:</b> Complete appraisal <b>FEB-MAR:</b> Prepare and send offer letter	<b>APR-MAY:</b> Possession and Use agreement	<b>JUL-SEP:</b> ongoing work	<b>OCT-DEC:</b> ongoing work
<i>Council/Commission Meetings:</i>		<b>JAN:</b> CC Exec Session	<i>As needed</i>	<i>As needed</i>	<i>As needed</i>
<b>6. YMCA Property Development Plan</b>	<i>Anjali Myer Angie Feser Shelby Upton</i>				<b>OCT-DEC:</b> Consultant selection & scope of work  <b>JAN 2018:</b> Begin feasibility/site study process. <b>NOV 14:</b> Seek direction from CC based on results from PRO plan study
<i>Council/Commission Meetings:</i>			<b>JUL-SEP:</b> PRC review of PRO plan study results and recommendation		
<b>7. Klahanie Park</b>	<i>Angie Feser Kyle Endelman Shelby Upton</i>	<b>JAN-MAR:</b> Finalize field design and cost estimate. Begin RCO grant application.	<b>APR-MAY:</b> Complete RCO grant application.	<b>JUL-SEP:</b> Grant award results and project next steps	
<i>Council/Commission Meetings:</i>		<b>FEB 1:</b> PRC debrief of grant application <b>FEB 21:</b> CC – approval of grant application			
<b>8. Big Rock Park – Parcel B</b>	<i>Angie Feser Kyle Endelman Park Planner</i>			<b>SEP:</b> Master Plan Update process started, consider Parcel C.	
<i>Council/Commission Meetings:</i>					<b>OCT 1:</b> PRC debrief of Master Plan Update scope of work <b>OCT 10:</b> CC approval of Master Plan Update scope of work. <b>JAN – MAR:</b> Issue RFP, select consultant.
<b>9. East Sammamish Park Phase I</b>	<i>Angie Feser Kyle Endelman Park Planner</i>	<b>JAN-MAR:</b> Scope TBD based on initial School district design of Margaret Mead school	<b>APR-MAY:</b> Ongoing planning work	<b>JUL-SEP:</b> Ongoing planning work	<b>OCT-DEC:</b> Ongoing planning work
<i>Council/Commission Meetings:</i>		<i>As needed</i>	<i>As needed</i>	<i>As needed</i>	<i>As needed</i>

GOAL		JAN-MAR	APR-JUN	JUL-SEP	OCT-DEC
<b>Work Item 1: Park Planning (continued)</b>					
OBJECTIVES	LEAD/TEAM	Q1 TASKS	Q2 TASKS	Q3 TASKS	Q4 TASKS
<b>10. Lower Commons Master Plan Update</b>	<i>Angie Feser Park Planner</i>	<b>JAN-MAR:</b>	<b>APR-MAY:</b>	<b>JUL-SEP:</b> Scope of work development (timing is dependent on Town Center Development)	<b>OCT-DEC:</b> Begin Master Plan update process
<i>Council/Commission Meetings:</i>			<b>APR 5:</b> PRC debrief <b>APR 11:</b> CC SS Master Plan update including Green Spine and Plaza	<b>JUL-SEP:</b> PRC debrief and regular reporting	
<b>11. Town Center Green Spine/Plaza Design</b>	<i>Angie Feser Park Planner</i>	<b>JAN-MAR:</b> Working with consultant to further define Green Spine concept and related Plaza	<b>APR-MAY:</b> Ongoing	<b>JUL-SEP:</b> Ongoing	<b>OCT-DEC:</b> Ongoing
<i>Council/Commission Meetings:</i>		<i>When project starts, PRC debrief and then regular reporting</i>	<i>PRC regular reporting</i>	<i>PRC regular reporting</i>	<i>PRC regular reporting</i>
<b>12. Park Signage Updates</b>	<i>Shelby Upton Angie Feser Anjali Myer</i>	<b>JAN-MAR:</b> Update Klahanie Park and Ebright Creek Park Rule signs.	<b>APR-MAY:</b> Park map for Ebright Creek Park.	<b>JUL-SEP:</b> Wayfinding signage and park map for Beaver Lake Preserve.	<b>OCT-NOV:</b> Interpretive signage design for Beaver Lake Preserve.
<b>Work Item 2: Parks Capital Construction Projects</b>					
OBJECTIVES	LEAD/TEAM	Q1 TASKS	Q2 TASKS	Q3 TASKS	Q4 TASKS
<b>1. Mystic Lake Trail Extension</b>	<i>Susan Cezar Shelby Upton</i>	<b>JAN-MAR:</b> Hire consultant, complete Critical Areas Study	<b>APR-JUN:</b> Complete trail design, apply for permits	<b>JUL-SEP:</b> Permitting	<b>OCT:</b> Trail construction, if wet weather construction approved
<b>2. Sammamish Community &amp; Aquatic Center</b>	<i>Jessi Bon Anjali Myer Sevda Baran</i>	<b>JAN-MAR:</b> Closeout paperwork and City Council acceptance.	<b>APR-JUN:</b> Additional closeout work if needed.		
<i>Council/Commission Meetings:</i>		<b>FEB 21:</b> CC Project Acceptance			
<b>3. Sammamish Landing ADA Access Improvements</b>	<i>Anjali Myer Shelby Upton Kyle Endelman</i>	<b>JAN-MAR:</b> Project Bid and Award	<b>APR-JUN:</b> Construction	<b>JUL-SEP:</b> City Council acceptance	
<i>Council/Commission Meetings:</i>		<b>MAR 7:</b> Project Award		<b>SEP 5:</b> Project Acceptance	

GOAL		JAN-MAR	APR-JUN	JUL-SEP	OCT-DEC
<b>Work Item 2: Parks Capital Construction Projects (continued)</b>					
OBJECTIVES	LEAD/TEAM	Q1 TASKS	Q2 TASKS	Q3 TASKS	Q4 TASKS
<b>4. Beaver Lake Park Phase I Improvements</b>	<i>Anjali Myer Angie Feser Shelby Upton</i>				<b>OCT-DEC:</b> Issue RFP, select consultant and award contract.
<i>Council/Commission Meetings:</i>					<b>DEC 19:</b> CC contract award
<b>5. Beaver Lake Preserve Phase IIA Improvements</b>	<i>Shelby Upton Anjali Myer</i>	<b>JAN-MAR:</b> Platform design	<b>APR-JUN:</b> Construction by WTA and City Staff	<b>JUL-SEP:</b> Complete construction by WTA and City Staff	<b>OCT:</b> Closeout paperwork and City Council acceptance
<i>Council/Commission Meetings:</i>					<b>OCT 17:</b> CC Project Acceptance
<b>6. Skyline High School Turf Replacement</b>	<i>Shelby Upton Anjali Myer</i>	<b>JAN-MAR:</b> Construction Documents and Project Bidding	<b>APR-JUN:</b> Project Award and Construction	<b>JUL-SEP:</b> Construction	<b>OCT-DEC:</b> Closeout paperwork and City Council acceptance
<i>Council/Commission Meetings:</i>			<b>APR 18:</b> CC Project Bid and Award		<b>OCT 17:</b> CC Project Acceptance
<b>7. Parks Capital Improvement Plan (CIP) Update</b>	<i>Anjali Myer Susan Cezar Kyle Endelman</i>	<b>JAN-MAR:</b> Review and recommendation by PRC	<b>APR-JUN:</b> Council review and adoption	<b>JUL-SEP:</b>	<b>OCT-DEC:</b>
<i>Council/Commission Meetings:</i>		<b>FEB 1:</b> PRC review <b>MAR 1:</b> PRC Recommendation	<b>MAY 16:</b> CC – PRC Hand off <b>JUNE 6:</b> Public Hearing <b>JUNE 13:</b> CC SS (if needed) <b>JUNE 20:</b> CC Adoption		
<b>Work Item 3: Property Acquisition/Transfers &amp; Easements</b>					
OBJECTIVES	LEAD/TEAM	Q1 TASKS	Q2 TASKS	Q3 TASKS	Q4 TASKS
<b>1. Review development applications to identify opportunities for trail easements</b>	<i>Susan Cezar</i>	Review all pre-apps and development applications for requirements/requests, review easement language, coordinate with City Attorney office - Ongoing	Ongoing	Ongoing	Ongoing
<b>2. Property Acquisitions - General</b>	<i>Anjali Myer Angie Feser Kyle Endelman Susan Cezar</i>				<b>OCT-DEC:</b> Potential acquisition of parcels following adoption of Land Acquisition Strategy & Implementation Policy

GOAL		JAN-MAR	APR-JUN	JUL-SEP	OCT-DEC
Work Item 4: Park Maintenance					
OBJECTIVES	LEAD/TEAM	Q1 TASKS	Q2 TASKS	Q3 TASKS	Q4 TASKS
<p><b>1. Coordinate In-House Maintenance Projects and Ongoing Tasks with M&amp;O Crew</b></p> <p><i>List depicts major tasks only. Routine maintenance tasks are not shown.</i></p>	<p><i>Mike Keller</i></p>	<p><b>Ongoing:</b> Volunteer project support  <b>Ongoing:</b> Invasive removal at Evans Creek Preserve, Illahee Trail, Ebright Creek Park, Sammamish Commons  <b>MAR:</b> Clean pervious surfaces (Upper Commons Plaza, City Hall parking lot etc.)  <b>MAR:</b> De-winterize irrigation and prepare ball fields for spring season.  <b>MAR:</b> YMCA property, Hazardous tree identification and removal.  <b>MAR:</b> SCAC de-winterize and fix audit issues</p>	<p><b>Ongoing:</b> Volunteer project support  <b>Ongoing:</b> Invasive removal  <b>APR:</b> Fertilize all turf  <b>APR-JUN:</b> Beaver Lake Preserve support for Washington Trails Association project.  <b>MAY:</b> Aerating and over-seeding parks.  <b>JUN:</b> Install swim line buoys at Sammamish Landing.  <b>JUN:</b> Prep Pine Lake Park beach for swim season.</p>	<p><b>Ongoing:</b> Volunteer project support  <b>Ongoing:</b> Invasive removal  <b>JUL-AUG:</b> Special event support.  <b>JUL-AUG:</b> Beaver Lake Preserve support for Washington Trails Association project.  <b>JUL-AUG:</b> Configure new soccer field at Klahanie Park baseball outfield. (If RCO grant is not successful)  <b>SEP:</b> Top dress all natural turf ball fields (natural turf).  <b>SEP:</b> Beaver Lake Preserve meadow restoration and picnic table installation.</p>	<p><b>Ongoing:</b> Volunteer project support  <b>Ongoing:</b> Invasive removal  <b>OCT:</b> Hazardous tree identification and removal. (annual routine maintenance)  <b>OCT:</b> Winterize irrigation systems.</p>
<p><b>2. Major Maintenance Projects (In-house)</b></p>	<p><i>Mike Keller</i></p>	<p><b>JAN-MAR:</b> Install restroom partitions at East Sammamish Park, Pine Lake, and Klahanie Park.  <b>FEB:</b> Repair drinking fountain drainage – all parks.  <b>FEB-MAR:</b> Cedar trees planted at Pine Lake Park, Ebright Creek Park and Beaver Lake Park.  <b>FEB-MAR:</b> Install temporary irrigation system at Ebright native area  <b>FEB-MAR:</b> assist with SML dock install  <b>JAN-MAR:</b> Install irrigation system and planting at Sammamish Landing Park (west of trail)</p>	<p><b>APR:</b> Wildflower mix at BRPS  <b>APR:</b> Mitigation planting at SML  <b>APR-MAY:</b> Install dock bumpers at SML  <b>APR-JUN:</b> Sammamish Landing Phase II/III project support  <b>APR-JUN:</b> Install irrigation system and planting at Sammamish Landing Park (west of trail)  <b>MAY:</b> Install entrance sign at Sammamish Landing Parking Lot.  <b>MAY-JUN:</b> Install view platform at Beaver Lake Preserve  <b>JUN:</b> Repair mainline wiring at SCAC</p>	<p><b>JUL:</b> Repaint/replace restroom doors – all parks.  <b>JUL:</b> Re-stripe parking lots – as needed.  <b>JUL-AUG:</b> Court repairs at East Sammamish Park, Northeast Sammamish Park and Ebright Creek Park. (contracted services)    <b>AUG-SEP:</b> Skate Park concrete repairs.    <b>AUG-SEP:</b> Install irrigation system and planting at Sammamish Landing Park (east of trail)</p>	<p><b>OCT:</b> Outfield repairs at East Sammamish Park, Beaver Lake Park and Pine Lake Park.  <b>OCT:</b> Doc removal and storage.  <b>NOV-DEC:</b> Pine Lake Park Dock maintenance and repairs.</p>

GOAL		JAN-MAR	APR-JUN	JUL-SEP	OCT-DEC
<b>Work Item 4: Park Maintenance (continued)</b>					
OBJECTIVES	LEAD/TEAM	Q1 TASKS	Q2 TASKS	Q3 TASKS	Q4 TASKS
<b>3. Maintenance Contract Evaluation and process update</b>	<i>Glenn Akramoff</i> <i>Kyle Endelman</i> <i>Mike Keller</i>	<b>JAN:</b> meetings with each contractor to provide update. Implement updated contract management process <b>FEB-MAR:</b> Begin evaluating each contract individually to included city needs, contract updates and make vs. buy. <b>ONGOING:</b> Administer ongoing contracts	<b>APR-MAY:</b> Completed contract evaluations and prepare memo and direction and transition plan <b>JUN:</b> Provide any contract dollar adjustments for 2018 to finance department (if needed). Could be in house or updated contact depending on findings <b>ONGOING:</b> Administer ongoing contracts	<b>JULY-AUG:</b> Present final contact approach and transition plan <b>ONGOING:</b> Administer ongoing contracts	<b>OCT-DEC:</b> Prepare updated contact documents and bid contracts. Implement Transition Plan. <b>ONGOING:</b> Administer ongoing contracts
<b>4. Parks Maintenance Structure and long term staff planning</b>	<i>Glenn Akramoff</i> <i>Angie Feser</i> <i>Mike Keller</i> <i>Kyle Endelman</i>	<b>JAN:</b> Parks and Recreation Director, Maintenance Director begin meeting with Public Works Director and Deputy City Manager to determine the best approach and begin planning process for structure update. <b>MAR:</b> Finalize assessment of future needs Maintenance Division and Parks and Recreation Department	<b>APR-MAY:</b> Finalize structure and prepare presentation <b>JUNE:</b> Present maintenance Strategic Plan with updated operation structure to City Manager	<b>JULY:</b> Present draft maintenance Strategic Plan with updated operation structure to City Council Committee	<b>OCT-NOV:</b> implementation of updated structure, strategic plan and
<i>Council/Commission Meetings:</i>				<b>SEPT 5:</b> Present maintenance Strategic Plan with updated operation structure to City Council	

GOAL		JAN-MAR	APR-JUN	JUL-SEP	OCT-DEC
Work Item 5: Recreation Programs & Special Events					
OBJECTIVES	LEAD/TEAM	Q1 TASKS	Q2 TASKS	Q3 TASKS	Q4 TASKS
1. <b>Fourth on the Plateau</b>	<i>Joanna Martin Lynne Handlos Kyle Endelman</i>	<b>JAN:</b> Develop marketing plan, begin sponsorship recruitment and define and recruit partners. <b>FEB:</b> Entertainment selected. <b>MAR:</b> Vendor app final and advertised on website.	<b>APR:</b> Event web pages updated. <b>APR:</b> Event site plans confirmed, equipment rentals confirmed, off-site parking confirmed and volunteer recruitment begins.	<b>JULY 4: Fourth on the Plateau Event</b> <b>JULY 5:</b> Site Clean-Up/Tear Down <b>AUG:</b> Newsletter Thank You To Partners & Volunteers	
<i>Council/Commission Meetings:</i>			<b>MAY 16:</b> Fireworks and Event Lighting Contract		
2. <b>Sammamish Days Celebration</b>	<i>Lynne Handlos Joanna Martin Kyle Endelman</i>	<b>JAN:</b> Develop marketing plan, begin sponsorship recruitment and define and recruit partners. <b>FEB:</b> Entertainment selected. <b>MAR:</b> Application for vendors finalized and advertised on website.	<b>APR:</b> Event web pages updated. <b>MAY:</b> Event site plans confirmed, equipment rentals confirmed and volunteer recruitment begins. <b>JUN:</b> Marketing begins.	<b>AUG:</b> Site Plan; Volunteers; Sponsors; Entertainment <b>AUG 19: Sammamish Day's Celebration</b>	<b>SEP:</b> Newsletter Thank You To Partners & Volunteers
3. <b>Lifeguard Program</b>	<i>Lynne Handlos Kyle Endelman</i>	<b>JAN to MAR:</b> Recruit and Interview Applicants; Kick off Junior Lifeguard Program	<b>MAY/JUN:</b> Conduct/Develop Overall Program (Manual, Forms, Pre-Season Training, etc.) <b>JUN 17:</b> Lifeguard Season Begins	<b>JUL/AUG:</b> Manage Junior Lifeguard Program and Ongoing In-Service Trainings <b>SEP 4:</b> Lifeguard Season Ends	
4. <b>Other:</b>	<i>Lynne Handlos Joanna Martin Kyle Endelman</i>	<b>JAN:</b> Jan-Apr Recreation Guide Released <b>JAN/FEB:</b> Evaluate and finalize event performance schedule. Market and screen AWC high school senior scholarship applicants. <b>MAR:</b> Complete performer contracts and event permits. <b>MAR:</b> Sammamish Youth Board Recruitment for 2017-2018 School Year	<b>APR:</b> May-Aug Recreation Guide released. <b>MAR 25:</b> Healthy Kids (Partnership YMCA) <b>MAY 10:</b> Farmers Market Begins (Partnership Chamber) <b>MAY 20:</b> Rig-A-Palooza (Partnership KC Police) <b>JUNE:</b> Sammamish Youth Board 2016-2017 ends <b>JUNE 2:</b> Teen Fest	<b>JUL 11, 18, 25:</b> KidsFirst! (Partnership KC Library) <b>JUL 13, 20, 27:</b> Concerts in the Park <b>JUL 22, 29:</b> Shakespeare in the Park <b>AUG:</b> Sept-Dec Rec Guide Released <b>AUG 1, 8, 15, 22, 29:</b> KidsFirst! (KC Lib. Partner) <b>AUG 3, 10, 17, 24, 31:</b> Concerts in the Park <b>AUG 19:</b> Sammamish Nights (Partnership Chamber)	<b>SEPT:</b> Sammamish Youth Board 2017-2018 begins <b>SEPT 16:</b> SYB Retreat <b>SEPT 20:</b> Farmers Market Ends (Partnership Chamber) <b>OCT 1-31:</b> Nightmare at Beaver Lake (Partnership Rotary) <b>OCT 14:</b> Disaster Preparedness Fair <b>OCT 31:</b> Halloween Happening <b>DEC 1:</b> Very Merry Sammamish
<i>Council/Commissions</i>			<b>MAY 16:</b> CC Appoints 2017-2018 SYB Members		<b>NOV:</b> PRC - SYB Report

GOAL		JAN-MAR	APR-JUN	JUL-SEP	OCT-DEC
<b>Work Item 6: Volunteers</b>					
OBJECTIVES	LEAD/TEAM	Q1 TASKS	Q2 TASKS	Q3 TASKS	Q4 TASKS
<b>1. Volunteer Events</b>	<i>Elby Jones Mike Keller Kyle Endelman</i>	<b>Ongoing:</b> Volunteer event offered at least two Saturdays per month, including ones lead by Trail, Plant and/or Stormwater Stewards <b>JAN-MAR:</b> Trail work in Beaver Lake Preserve	<b>Ongoing:</b> Volunteer event offered at least two Saturdays per month, including ones lead by Trail, Plant and/or Stormwater Stewards <b>APR 21:</b> Earth Day	<b>Ongoing:</b> Volunteer event offered at least two Saturdays per month, including ones lead by Trail, Plant and/or Stormwater Stewards <b>MAY-JUN:</b> Recruit, schedule and train volunteers for Fourth on the Plateau	<b>OCT - DEC:</b> Volunteer event offered at least two Saturdays per month, including ones lead by Trail, Plant and/or Stormwater Stewards <b>DEC:</b> Volunteer Recognition Dinner
<b>2. Volunteer Partnerships</b>	<i>Elby Jones Mike Keller Kyle Endelman Allison Gubata</i>	<b>JAN-MAR:</b> Administer Eagle Scout projects <b>FEB:</b> MLK Day <b>MAR:</b> Eastside Catholic Day of Service	<b>APR-JUN:</b> Administer Eagle Scout projects <b>MAY:</b> SHLC Day of Caring	<b>JUL-SEP:</b> Administer Eagle Scout projects <b>SEP:</b> LDS Volunteer Project, UWKC Day of Caring, Month of Concern Food Drive	<b>OCT-DEC:</b> Administer Eagle Scout projects
<b>3. Ecological Restoration</b>	<i>Elby Jones Kyle Endelman Mike Keller</i>	<b>Ongoing:</b> Invasive Removal and planting maintenance at restoration sites including Ebright, Lower Commons, Beaver Lake, Sammamish Landing and Illahee <b>Ongoing:</b> Plant 1,000 trees within Sammamish	<b>Ongoing:</b> Invasive Removal and planting maintenance at restoration sites including Ebright, Lower Commons, Beaver Lake, Sammamish Landing and Illahee <b>Ongoing:</b> Plant 1,000 trees within Sammamish	<b>Ongoing:</b> Invasive Removal and planting maintenance at restoration sites including Ebright, Lower Commons, Beaver Lake, Sammamish Landing and Illahee <b>Ongoing:</b> Plant 1,000 trees within Sammamish	<b>Ongoing:</b> Invasive Removal and planting maintenance at restoration sites including Ebright, Lower Commons, Beaver Lake, Sammamish Landing and Illahee <b>Ongoing:</b> Plant 1,000 trees within Sammamish
<b>4. Community Garden</b>	<i>Elby Jones</i>	<b>Ongoing:</b> Manage gardeners and add interested residents to waitlist <b>JAN-MAR:</b> Assign plots and collect payments	<b>Ongoing:</b> Manage gardeners and add interested residents to waitlist	<b>Ongoing:</b> Manage gardeners and add interested residents to waitlist	<b>Ongoing:</b> Manage gardeners and add interested residents to waitlist
<b>5. Adopt-A-Road</b>	<i>Elby Jones</i>	<b>Ongoing:</b> Schedule Adopt-A-Road events and restock/inventory supplies	<b>Ongoing:</b> Schedule Adopt-A-Road events and restock/inventory supplies	<b>Ongoing:</b> Schedule Adopt-A-Road events and restock/inventory supplies	<b>Ongoing:</b> Schedule Adopt-A-Road events and restock/inventory supplies
<b>6. Stormwater Steward Program</b>	<i>Elby Jones Joanna Martin Kyle Endelman</i>	<b>JAN-MAR:</b> Recruit and hire intern. Develop intern work program. Coordinate with Stormwater Stewards.	<b>APR-JUN:</b> Hire, on-board, train and supervise intern.	<b>JUN-AUG:</b> Supervise intern and stewards on stormwater projects.	

GOAL		JAN-MAR	APR-JUN	JUL-SEP	OCT-DEC
<b>Work Item 7: Facility Rentals &amp; Scheduling</b>					
OBJECTIVES	LEAD/TEAM	Q1 TASKS	Q2 TASKS	Q3 TASKS	Q4 TASKS
1. Facility Scheduling	Joanna Martin Belle Stanley Kyle Endelman	<p><b>Ongoing:</b> Schedule facilities up to 1 year in advance on weekends Rental bill tracking-generate payment reminders, process payments &amp; deposit refunds <b>JAN 1:</b> Begin scheduling shelters to residents Mar-Sept <b>JAN:</b> League priority scheduling on fields Mar-Jul Newsletter/web promotion of Lodge/Pavilion Reformat &amp; buildout of Facilities/Parks webpages <b>JAN-FEB:</b> Support the CEMP update. <b>MAR 1:</b> Begin scheduling shelters to non-residents Mar-Sept</p>	<p><b>Ongoing:</b> Schedule facilities up to 1 year in advance on weekends Rental bill tracking-generate payment reminders, process payments &amp; deposit refunds Facilities/parks webpages maintenance <b>APR 1:</b> Begin scheduling facilities on weekdays May-Aug Newsletter/web promo for shelter &amp; field rentals <b>MAY:</b> League priority scheduling on fields Aug-Nov</p>	<p><b>Ongoing:</b> Schedule facilities up to 1 year in advance on weekends Rental bill tracking-generate payment reminders, process payments &amp; deposit refunds Facilities/parks webpages maintenance <b>AUG 1:</b> Begin scheduling facilities on weekdays Sept-Dec Newsletter/web promo for Pavilion/Lodge rentals</p>	<p><b>Ongoing:</b> Schedule facilities up to 1 year in advance on weekends Rental bill tracking-generate payment reminders, process payments &amp; deposit refunds Facilities/parks webpages maintenance <b>OCT:</b> League priority scheduling on fields Dec-Feb <b>OCT:</b> Schedule fields and facilities for Jan-Apr recreation camps and classes <b>NOV 1:</b> Fields open to general public to schedule Dec-Feb <b>DEC 1:</b> Begin scheduling facilities on weekdays Jan-Apr</p>

## Work Item 8: Community Services

OBJECTIVES	LEAD/TEAM	Q1 TASKS	Q2 TASKS	Q3 TASKS	Q4 TASKS
<b>1. Collaboration and Networking</b>	<i>Allison Gubata</i>	<p><b>JAN – DECEMBER:</b> Continue to collaborate in local and regional Human Service events, fairs &amp; meetings, serving as a conduit of basic service information such as housing and food assistance, sharing this information throughout the community.</p> <p>Update website, channel 21 slides; monthly newsletter.</p> <p>Develop and deliver presentations to community groups, businesses and service organizations.</p>	<p><b>Ongoing:</b> Maintain a Directory of Community Resources.</p> <p><b>APR - JUNE:</b> Work with Volunteer &amp; Recreation Coordinator on city events for partnering and participation from local non-profits.</p>	<p><b>Ongoing:</b> Expand Community Cultural Connections</p> <p><b>JULY:</b> Expand on gleaning from city community garden to citywide community gardens</p>	<b>Ongoing:</b> TBD from Needs Assessment results
<b>2. Human Services Grant Program</b>	<i>Allison Gubata Melonie Anderson</i>	<p><b>JAN – MAR:</b> Coordination with Human Service grant funded non-profits for Farmer’s Market Booths.</p> <p>Grant recipient site visits</p>	<p><b>APR-JUNE:</b> Monitor programs and services being provided to the Sammamish community.</p> <p>Grant recipient site visits</p>	<p><b>JULY-SEPT:</b> Update grant review/rating sheet for 2019-2020 grant cycle with H.S.Task Force. Meet with Eastside Funders group for grant program collaboration.</p> <p>Grant recipient site visits</p>	<b>OCT – DEC:</b> Grant recipient site visits
<b>3. Health and Human Services Needs Assessment</b>	<i>Angie Feser Allison Gubata</i>	<p><b>JAN:</b> Needs Assessment RFQ Reviews &amp; Consultant Interviews.</p>	<p><b>APR- JUNE:</b> Community Engagement Planning and Coordination. Inventory of existing area programs and services. Establish community’s service priorities.</p>	<p><b>JULY-SEPT:</b> Program and service gap analysis. Plan drafted, reviewed and adopted.</p>	<b>OCT-DEC:</b> Development of implementation strategy for remainder of 2017 and 2018.
<i>Council/Commission Meetings:</i>		<p><b>JAN:</b> Human Services Task Force (HSTF) consultant selection.</p> <p><b>MAR 7:</b> Contract Awarded by CC.</p>	<p><b>APR- JUNE:</b> HSTF support for community outreach and public engagement and inventory assistance.</p> <p><b>JUNE 13:</b> CC SS - HSTF Commission recommendation</p>	<p><b>JULY-SEPT:</b> HSTF document review and recommendation to CC.</p> <p><b>SEPT 12:</b> CC SS Report out of Needs Assessment</p>	<b>OCT 3:</b> CC Adopts Needs Assessment.

## PUBLIC WORKS: 2017 WORK PLAN

GOAL	JAN-MAR	APR-JUN	JUL-SEP	OCT-DEC	
<b>Work Item 1: Capital Projects</b>					
OBJECTIVES	LEAD/TEAM	Q1 TASKS	Q2 TASKS	Q3 TASKS	Q4 TASKS
<b>212<sup>th</sup> Way (Snake Hill) Restoration</b>	<i>Jim Grueber</i>	Finalize design, ROW acquisition and environmental permitting (SEPA Approved Dec. 2016)	Verify ROW acquisition & permitting. Solicit bids for construction.  <b>Council Action:</b> Award construction contract. [4/18]	Construction. Close roadway during summer non-school period. Coordinate detour route with emergency services providers.	Complete construction and project closeout.  <b>Council Action:</b> Accept completed project.
<b>East Lake Sam Parkmamish Trail 2A (South Segment)</b>	<i>Jim Krieg Tawni Dalziel</i>	PW construction inspection	PW construction inspection	PW construction inspection	PW construction inspection
<b>East Lake Sam Parkmamish Trail 2B, (Middle Segment)</b>	<i>Haim Strasbourger Tawni Dalziel</i>	Provide technical support to City lead (DCD) through drainage plan review	Provide technical support to City lead (DCD) through drainage plan review	Provide technical support to City lead (DCD) through drainage plan review	Provide technical support to City lead (DCD) through drainage plan review
<b>East Lake Sam Parkmamish Trail Parking Lot at Inglewood Hill Road</b>	<i>Haim Strasbourger Tawni Dalziel</i>	Provide technical support to City lead (DCD) through drainage plan review	Provide technical support to City lead (DCD) through drainage plan review	Provide technical support to City lead (DCD) through drainage plan review	Provide technical support to City lead (DCD) through drainage plan review
<b>Inglewood Hill Stormwater Quality Retrofit and Non-motorized Improvement Project</b>	<i>Tawni Dalziel</i>	Substantial construction completion.	Project close-out <b>Council Action:</b> Project acceptance [6/6]		
<b>Intelligent Transportation System (ITS) Phase 1</b>	<i>Steven Chen</i>	Collect data for after-project study. Project close out. <b>Council Action:</b> Accept completed project. [3/21]	Monitor and optimize system operation. Possible Federal Audit.	Monitor and optimize system operation.	Monitor and optimize system operation.
<b>Intelligent Transportation System (ITS) Phase 2</b>	<i>Steven Chen</i>		Small design contract for Traffic Control Room equipment selection part of grant		Traffic Control Room build. <b>Council Action:</b> ITS Design contract approval. 2018 construction [10/17]
<b>Intersection Improvement Program: 2017 Project Selection</b>	<i>TBD</i>	Review and prioritize potential projects list. Prepare recommended 2017 projects.	<b>Council Action:</b> Select 2017 project. [4/18] <b>Council Action:</b> Award consultant contract. [4/18] Begin project design.	Complete project design and permitting. Begin construction. <b>Council Action:</b> Award construction contract. [7/18]	Complete construction, project closeout. <b>Council Action:</b> Accept completed project.

GOAL		JAN-MAR	APR-JUN	JUL-SEP	OCT-DEC
<b>Work Item 1: Capital Projects (continued)</b>					
OBJECTIVES	LEAD/TEAM	Q1 TASKS	Q2 TASKS	Q3 TASKS	Q4 TASKS
<b>Intersection Improvements:</b> Enhanced Crosswalk on ELSP near SE 33 <sup>rd</sup> Street	<i>Steven Chen</i>		Complete design. Look for grant opportunities. (Contingent on King County's construction of restroom facilities at this location) contract.	Continue design.	Solicit bids for construction. <b>Council Action:</b> Award construction contract. [9/5]
<b>Issaquah-Fall City Road Improvement Project</b>	<i>Sam Park</i>	Select corridor and stream crossing design configuration. <b>Council Action:</b> Approve corridor design. [2/7]	30% project design milestone, ROW acquisition, and enviro permitting.  Public <u>Open House # 3</u> .  [4/18 Council Presentation – Project Detour]	Continue project design, ROW acquisition, environmental permitting and public involvement.	60% project design milestone, ROW acquisition, environmental permitting and public involvement. Advertise project for bids for construction start in 2 <sup>nd</sup> quarter of 2017.
<b>Louis Thompson Hill - Landslide Area</b>	<i>Jed Ireland</i>	<b>Council Action:</b> Award design consultant contract. [3/21] Complete permitting and design.	<b>Council Action:</b> Award construction contract. [6/20]	Late summer completion.	Substantial construction completion. <b>Council Action:</b> Final project acceptance
<b>Louis Thompson Hill Road High Density Polyethylene Pipe</b>	<i>Tawni Dalziel</i>	Negotiate easements if needed.	Prepare Plans, Specifications & Estimate	Construct repairs	
<b>Major Stormwater Drainage Facility Repairs and Resolutions</b>	<i>Tawni Dalziel</i>	Review inspection reports from 2016 and prepare scope of work for repair items that are beyond our internal ability to complete. Prepare project contract documents.	Complete construction bid documents, bid project. <b>Council Action:</b> Award construction contract. [6/6] Begin construction.	Construction.	Complete construction. Project closeout. <b>Council Action:</b> Final project acceptance.
<b>Neighborhood Projects Program:</b> 2017 Project Selection	<i>TBD</i>	Review and prioritize potential projects list. Prepare recommended 2017 projects.	Begin project design. <b>Council Action:</b> Select 2017 project. [4/18] <b>Council Action:</b> Award design consultant contract. [4/18]	Complete project design and permitting. Begin construction. <b>Council Action:</b> Award construction contract. [7/18]	Complete construction, project closeout. <b>Council Action:</b> Accept completed project.
<b>Neighborhood Traffic Management Program Phase 2:</b> Beaver Lake Way/Drive SE	<i>Steven Chen</i>	Complete design.  Coordinate efforts with Issaquah Fall City Road project for detour routing	Advertise construction contract.  [4/18 City Council Update]  <b>Council Action:</b> Award contract. [6/6]	Complete construction.	Close out project. <b>Council Action:</b> Accept completed project.

GOAL		JAN-MAR	APR-JUN	JUL-SEP	OCT-DEC
<b>Work Item 1: Capital Projects (continued)</b>					
OBJECTIVES	LEAD/TEAM	Q1 TASKS	Q2 TASKS	Q3 TASKS	Q4 TASKS
<b>Non-Motorized Program:</b> 2017 Project Selection	<i>Jed Ireland</i>	Solicit feedback from school districts, review collision data and missing links information. Prepare recommended 2017 projects.	Select design consultant and begin preliminary design. <b>Council Action:</b> Select 2017 project. Award design consultant contract. [4/18]	Complete preliminary design and review any design alternatives. <b>Council Action:</b> Select alternative for final design.	Complete design, ROW acquisition and permitting. Advertise project for bids for construction in 2017.
<b>Non-Motorized:</b> 212 <sup>th</sup> Ave SE Gap Project	<i>Jed Ireland</i>	Record wetland mitigation easement on private property to satisfy Army Corps of Engineers permit requirement.	Solicit bids for construction. <b>Council Action:</b> Award construction contract [6/6].	Construction in dry season as required by Hydraulic Permit Approval, due to mitigation work stream banks.	Finalize construction and wetland mitigation planting and project closeout. <b>Council Action:</b> Project acceptance.
<b>Non-Motorized:</b> SE 24 <sup>th</sup> Street: 200 <sup>th</sup> Ave to 204 <sup>th</sup> Ave; south side of street	<i>Sam Park</i>	Design completed. No permits required.	Hold for Q4 construction.	Advertise project for bids for construction in Q4 2017.	Project Construction and planting scheduled for Fall 2017.
<b>Sahalee Way Roadway Improvements</b>	<i>Jed Ireland</i>	<b>PROJECT SUSPENDED</b> Pending further council action			
<b>Sahalee Way Stormwater Tightline (not part of Sahalee Way Widening Project)</b>	<i>Tawni Dalziel</i>	Consultant selection		<b>Council Action:</b> Award Construction contract [7/5]	Substantial construction completion.
<b>SE 14<sup>th</sup> Street Improvements</b>	<i>Andrew Zagars / Project Engineer</i>	Project is currently on hold as private development occurs along project limits.			
<b>SE 4<sup>th</sup> Street Improvements (in Town Center)</b>	<i>Jim</i>	Continue project design ROW acquisition and finalize environmental permitting.	Continue project design, ROW acquisition and environmental permitting. Solicit bids for construction. <b>Council Action:</b> Award construction contract. [6/20]	Construction.	Continue construction with completion in 2018.
<b>Sidewalk Program:</b> 2017 Project Selection	<i>TBD</i>	Review and prioritize potential projects list. Prepare recommended 2017 projects.	Begin project design. <b>Council Action:</b> Select 2017 project. [4/18] <b>Council Action:</b> Award design consultant contract. [4/18]	Complete project design and permitting. Begin construction. <b>Council Action:</b> Award construction contract. [7/18]	Complete construction, project closeout. <b>Council Action:</b> Accept completed project.

GOAL		JAN-MAR	APR-JUN	JUL-SEP	OCT-DEC
<b>Work Item 1: Capital Projects (continued)</b>					
OBJECTIVES	LEAD/TEAM	Q1 TASKS	Q2 TASKS	Q3 TASKS	Q4 TASKS
<b>Tamarack Drainage Repairs –</b>	<i>Tawni Dalziel</i>	Project on hold per Council direction until the Zackuse Creek Basin study is completed.			
<b>Zackuse Creek Fish Passage Project</b>	<i>Tawni Dalziel</i>	30% design complete. Includes coordination with King County Trail culverts. First Public  <u>Open House</u> - late March.  <i>[3/14 City Council Update]</i>	Submit for permits	60% design complete  <i>[9/12 City Council Update]</i>	90% design complete

GOAL		JAN-MAR	APR-JUN	JUL-SEP	OCT-DEC
<b>Work Item 2: Preservation/Maintenance Programs</b>					
OBJECTIVES	LEAD/TEAM	Q1 TASKS	Q2 TASKS	Q3 TASKS	Q4 TASKS
<b>2017 Asphalt Patching Contract</b>	<i>Ben Ressler</i>	Complete project cost estimates and finalize project selections. Advertise for construction bids.	<b>Action Council:</b> Award construction contract. Begin construction. [4/4]	Complete construction.	Project closeout. Begin review for 2017 projects. <b>Council Action:</b> Final project acceptance.
<b>2017 Crack Seal Contract</b>	<i>Ben Ressler Dan Johnson</i>	Finalize project selections.	Complete project cost estimates. Advertise for construction bids. <b>Council Action:</b> Award construction contract. Begin construction. [7/18]	Complete construction.	Project closeout. Begin review for 2017 projects. <b>Council Action:</b> Final project acceptance.
<b>2017 Pavement Overlay Project</b>	<i>Ben Ressler</i>	Finalize 2016 Overlay work remaining due to weather.  Complete cost estimates and finalize 2017 project selections. Advertise for bids.	<b>Council Action:</b> Award construction contract. [4/4] Begin construction.	Complete construction.	Project closeout. Begin review for 2017 projects. <b>Council Action:</b> Final project acceptance.
<b>2017 Pavement Overlay Project – Inglewood Hill Overlay (grant)</b>	<i>Ben Ressler Jim Grueber</i>	Advertise for construction	<b>Council Action:</b> Award construction contract. Begin construction. [4/4]	Complete construction.	Project closeout. Begin review for 2017 projects. <b>Council Action:</b> Final project acceptance.
<b>2017 Sidewalk Repair Contract / 2017 ADA Ramp Retrofit Project</b> <i>(associated with overlay project)</i>	<i>Sam Park Jed Ireland</i>	Complete project cost estimates and finalize project selections. Advertise for construction bids.	<b>Action Council:</b> Award construction contract. Begin construction. [4/4]	Complete construction.	Project closeout. Begin review for 2017 projects. <b>Council Action:</b> Final project acceptance.
<b>228<sup>th</sup> Ave / Issaquah Pine Lake Rd Signal Pole &amp; Mast Arm Repainting</b>	<i>Jed Ireland</i>	Re-advertise for bids	<b>Action Council:</b> Award construction contract. [4/18] Begin construction in late June after the school year ends.	Construction. Project closeout. <b>Council Action:</b> Final project acceptance.	
<b>Audible Pedestrian Signals at Signalized Crosswalks</b>	<i>Steven Chen</i>	Identify locations and order materials.	Work with King County Signal group to schedule and complete the work.	Work with King County Signal group to schedule and complete the work.	Complete installations.

GOAL		JAN-MAR	APR-JUN	JUL-SEP	OCT-DEC
<b>Work Item 2: Preservation/Maintenance Programs (continued)</b>					
OBJECTIVES	LEAD/TEAM	Q1 TASKS	Q2 TASKS	Q3 TASKS	Q4 TASKS
<b>Flashing Yellow Arrow Installation</b>	<i>Steven Chen</i>	Complete feasibility study.	Work with King County Signal group to schedule and complete the work.	Work with King County Signal group to schedule and complete the work.	Complete installations.
<b>Guardrail Repair and Installation</b>	<i>Ben Ressler</i>	Work with maintenance staff and traffic engineer to identify location and develop plan set.	Advertise for bids. <b>Council Action:</b> Award construction contract. [4/4] Begin construction.	Construction. Project closeout. <b>Council Action:</b> Final project acceptance.	Identify locations for 2018 project.
<b>Minor Stormwater / Drainage Facility Repairs and Maintenance</b>	<i>Jeff Dickinson Lisa Were Dan Johnson</i>	Review inspection reports from 2016 and discuss work orders with maintenance crews and contractor. Obtain Permits as needed.	Continue in-house completion of work. Continue to manage contractor for work not completed by in house crew	Continue in-house completion of work. Continue to manage contractor for work not completed by in house crew	Complete in-house completion of work. Continue to manage contractor for work not completed by in house crew
<b>Right of Way Landscaping and Slope Mowing</b>	<i>Dan Johnson</i>	Ongoing.	Ongoing.	Ongoing.	Ongoing.
<b>Storm catch basin and facility vactoring</b>	<i>Jeff Dickinson Lisa Werre</i>	Manage vactoring contract. Begin vactoring Zones 3, 4, 5 and arterials.	Manage vactoring contract. Continue vactoring Zones 3, 4, 5 and arterials.	Manage vactoring contract. Continue vactoring Zones 3, 4, 5 and arterials.	Manage vactoring contract. Complete vactoring Zones 3, 4, 5 and arterials.
<b>Stormwater Pond / Drainage Facility Mowing</b>	<i>Jeff Dickinson Lisa Werre</i>	Manage stormwater pond mowing contract	Begin mowing activities. Manage stormwater pond mowing contract	Complete mowing activities. Manage stormwater pond mowing contract	Manage stormwater pond mowing contract
<b>Street Sweeping</b>	<i>Dan Johnson</i>	Ongoing.	Ongoing.	Ongoing. Increased frequency in the fall for leaf pickup.	Ongoing.
<b>Traffic Signal Operations and Maintenance</b>	<i>Steven Chen</i>	Ongoing, work with King County signal crew on traffic signal operations and maintenance.	Ongoing, work with King County signal crew on traffic signal operations and maintenance.	Ongoing, work with King County signal crew on traffic signal operations and maintenance.	Ongoing, work with King County signal crew on traffic signal operations and maintenance.

GOAL		JAN-MAR	APR-JUN	JUL-SEP	OCT-DEC
<b>Work Item 3: Transportation Studies &amp; Programmatic Work</b>					
OBJECTIVES	LEAD/TEAM	Q1 TASKS	Q2 TASKS	Q3 TASKS	Q4 TASKS
<b>Transportation Master Plan</b>	<i>Cheryl Paston Jessi Bon Steve Leniszweski Steven Chen</i>	Define scope of Plan. Select consultant for plan preparation.	Begin work on Plan. Conduct community outreach. <b>Council Action:</b> Award consultant contract. [4/4]	Continue work. Conduct community outreach.	Continue work.
<b>Update Transportation Element of 2015 Comp Plan</b>  **SCHEDULE TENTATIVE, based on coordination with Transportation Master Plan Project.**	<i>Public Works Director</i>	Continue update work including: add Iss.-Fall City Road project, update AWDT counts, update segment failure information, update project scopes and costs, update impact fee, traffic model and ensure consistency between Comp Plan, TIP and budget documents.	[4/18 Council Presentation – Update - Pending]	Complete update work with Planning Commission and Council. <b>Council Action:</b> Adopted revised Comp Plan Transportation Chapter.	No tasks assigned.
<b>6 Year Transportation Improvement Plan (TIP)</b>	<i>Cheryl Paston Andrew Zagars Finance Staff</i>	Review projects for inclusion on the TIP. Update project cost estimates.	Prepare annual update to 6 Year TIP. <b>Council Action:</b> Review and adoption. [6/20]	Submit adopted TIP to State.	No Task Assigned.
<b>ADA Transition Plan</b>	<i>Cheryl Paston Andrew Zagars Parks Staff</i>			Advertise for consultant to develop a Citywide Americans with Disabilities Act (ADA) Transition Plan.	<b>Council Action:</b> Approve consultant contract. [12/5] Continue data collection and writing of plan.
<b>Manage Traffic Concurrency and Street Impact Fee Program</b>	<i>Steven Chen Andrew Zagars</i>	Process incoming traffic concurrency applications. Perform traffic model runs as needed. Update traffic concurrency and impact fee program to add Issaquah-Fall City Road projects.	Process incoming traffic concurrency applications. Perform traffic model runs as needed.	Process incoming traffic concurrency applications. Perform traffic model runs as needed.	Process incoming traffic concurrency applications. Perform traffic model runs as needed.
<b>Annual Traffic Count Program</b>	<i>Steven Chen</i>	Select count locations to allow more accurate segment concurrency monitoring. Select service provider and prepare contract.	<b>Council Action:</b> Award service contract. [4/18] April - begin traffic count data collection. Complete data collection and conduct QA/QC. Analyze data.	Work with IT to get information on our website for public access.	No Tasks Assigned.

Work Plans

GOAL		JAN-MAR	APR-JUN	JUL-SEP	OCT-DEC
<b>Work Item 3: Transportation Studies &amp; Programmatic Work (continued)</b>					
OBJECTIVES	LEAD/TEAM	Q1 TASKS	Q2 TASKS	Q3 TASKS	Q4 TASKS
<b>Neighborhood Traffic Management Program Phase 1</b>	<i>Steven Chen</i>	Ongoing program. Continue working on 20+ existing Phase 1 projects. Work with neighborhood residents, HOA and schools on new Phase I and Phase II projects in this program.	Ongoing program. Continue working on 20+ existing Phase 1 projects. Work with neighborhood residents, HOA and schools on new Phase I and Phase II projects in this program.	Ongoing program. Continue working on 20+ existing Phase 1 projects. Work with neighborhood residents, HOA and schools on new Phase I and Phase II projects in this program.	Ongoing program. Continue working on 20+ existing Phase 1 projects. Work with neighborhood residents, HOA and schools on new Phase I and Phase II projects in this program.
<b>Regional Transportation Planning</b>	<i>Cheryl Paston</i>	Ongoing coordination (Metro, Sound Transit, ETP, etc.)			
<b>Right of Way Asset Inventory &amp; Mapping</b>	<i>Cheryl Paston Steven Chen Andrew Zagars Jim Grueber</i>	Conduct Pavement Management training and finalize data transfer.	Close out project. <b>Council Action:</b> Final project acceptance.		
<b>School Zone Safety Enhancements</b>	<i>Steven Chen</i>	Ongoing - work with school districts and schools on school zone safety enhancement projects.	Ongoing - work with school districts and schools on school zone safety enhancement projects.	Ongoing - work with school districts and schools on school zone safety enhancement projects.	Ongoing - work with school districts and schools on school zone safety enhancement projects.
<b>Street Lighting, including LED Retrofit</b>	<i>Steven Chen Martin Bohanan</i>	Install LED lights on Inglewood Hill Road. Identify other locations and order materials.	Work with PSE and King County Signal group to schedule and complete the work.	Complete installation.	Review PSE billing to assure power costs are reflective of the changes made.
<b>Street Sign Reflectivity Replacement</b>	<i>Steven Chen Martin Bohanan</i>	Review sign reflectivity inspection results from Asset Inventory project.	Prioritize & replace signs that did not pass the reflectivity test.	Continue to prioritize & replace signs that did not pass the reflectivity test.	Continue to prioritize & replace signs that did not pass the reflectivity test.
<b>Traffic Operations Improvements</b>	<i>Steven Chen</i>	Analyze all roundabouts for compliance with sight distance requirements.	Analyze all roundabouts for compliance with sight distance requirements.	Eliminate sight distance obstructions.	
<b>Transportation Citizen Action Requests (CAR's)</b>	<i>Steven Chen</i>	On-going respond to transportation CAR's.			

GOAL		JAN-MAR	APR-JUN	JUL-SEP	OCT-DEC
<b>Work Item 4: Stormwater Studies &amp; Programmatic Work</b>					
OBJECTIVES	LEAD/TEAM	Q1 TASKS	Q2 TASKS	Q3 TASKS	Q4 TASKS
<b>Beaver Lake Management District</b>	<i>Tawni Dalziel</i>	Ongoing Coordination with County, DCD and BLMD Board.	Ongoing Coordination with County, DCD and BLMD Board.	Ongoing Coordination with County, DCD and BLMD Board.	Ongoing Coordination with County, DCD and BLMD Board.
<b>Code Amendments to Inglewood Historic Plat Drainage Requirements</b>	<i>Tawni Dalziel</i>	Review current code and draft code revisions	Planning Commission Public Hearings and  <u>Open House:</u> Date TBD  <b>Council Action:</b> Adopt code amendments [5/16 & 6/6]		
<b>Code Amendments to Support Stormwater Maintenance</b>	<i>Tawni Dalziel</i>	Review current code and draft code revisions as needed.	Planning Commission Public Hearings and  <u>Open House:</u> Date TBD  <b>Council Action:</b> Adopt code amendments [5/16 & 6/6]		
<b>Existing Water Quality Monitoring Programs</b>	<i>Lisa Werre/Tawni Dalziel</i>	Manage Ebright Creek Water Quality Monitoring Contract Support ongoing King County contracts to monitor beach areas, Pine Lake and Beaver Lake.	Manage Ebright Creek Water Quality Monitoring Contract. Support ongoing King County contracts to monitor beach areas, Pine Lake and Beaver Lake.	Manage Ebright Creek Water Quality Monitoring Contract. Support ongoing King County contracts to monitor beach areas, Pine Lake and Beaver Lake.	Manage Ebright Creek Water Quality Monitoring Contract. Support ongoing King County contracts to monitor beach areas, Pine Lake and Beaver Lake.
<b>Grant Proposals</b>	<i>Tawni Dalziel/ Cheryl Paston</i>	Continue to pursue grants as available	Continue to pursue grants as available	Continue to pursue grants as available	Continue to pursue grants as available
<b>Manage Ecology NPDES Permit</b>	<i>Tawni Dalziel</i>	Stay apprised of the various permit requirements and implementation dates.	Stay apprised of the various permit requirements and implementation dates. Attend regional jurisdictional meetings and work with neighboring jurisdictions to coordinate efforts and increase efficiencies.	Stay apprised of the various permit requirements and implementation dates. Attend regional jurisdictional meetings and work with neighboring jurisdictions to coordinate efforts and increase efficiencies.	Stay apprised of various permit requirements and implementation dates. Attend regional jurisdictional meetings and work with neighboring jurisdictions to coordinate efforts & increase efficiencies.

GOAL		JAN-MAR	APR-JUN	JUL-SEP	OCT-DEC
<b>Work Item 4: Stormwater Studies &amp; Programmatic Work (continued)</b>					
OBJECTIVES	LEAD/TEAM	Q1 TASKS	Q2 TASKS	Q3 TASKS	Q4 TASKS
<b>Manage Stormwater Educational and Outreach Program</b>	<i>Lisa Werre</i>	<p>Manage educational programs to meet Storm and Surface Water Management Comprehensive Plan goals.</p> <p>Provide project management of contracts supporting stormwater related education of K-12, commercial property owners, and community outreach</p> <p>Continue leadership and active participation in regional outreach programs (STORM, Soggies). Lead a new City of Sam Parkmamish effort formation of SOAC (Sam Parkmamish Outreach and Advisory Committee). Continue programs such as Kokanee Challenge, support of the Annual Kokanee Fry Release, IDDE education.</p>	<p>Manage educational programs to meet Storm and Surface Water Management Comprehensive Plan goals.</p> <p>Provide project management of contracts supporting stormwater related education of K-12, commercial property owners, and community outreach.</p> <p>Continue leadership and active participation in regional outreach programs (STORM, Soggies). Lead a new City of Sam Parkmamish effort formation of SOAC (Sam Parkmamish Outreach and Advisory Committee). Continue programs such as Kokanee Challenge, support of the Annual Kokanee Fry Release, IDDE education.</p>	<p>Manage educational programs to meet Storm and Surface Water Management Comprehensive Plan goals.</p> <p>Provide project management of contracts supporting stormwater related education of K-12, commercial property owners, and community outreach.</p> <p>Continue leadership and active participation in regional outreach programs (STORM, Soggies). Lead a new City of Sam Parkmamish effort formation of SOAC (Sam Parkmamish Outreach and Advisory Committee). Continue programs such as Kokanee Challenge, support of the Annual Kokanee Fry Release, IDDE education.</p>	<p>Manage educational programs to meet Storm and Surface Water Management Comprehensive Plan goals.</p> <p>Provide project management of contracts supporting stormwater related education of K-12, commercial property owners, and community outreach.</p> <p>Continue leadership and active participation in regional outreach programs (STORM, Soggies). Lead a new City of Sam Parkmamish effort formation of SOAC (Sam Parkmamish Outreach and Advisory Committee). Continue programs such as Kokanee Challenge, support of the Annual Kokanee Fry Release, IDDE education.</p>
<b>NPDES Report to Ecology</b>	<i>Lisa Werre</i>	<p>Complete and submit report to Ecology. Coordinate with AHBL consultant to complete required LID update process documents to Ecology. Update program documents as needed (O&amp;M manual, Illicit Discharge Detection Elimination (IDDE) Program, Storm Water Pollution Prevention Plans (SWPPP), etc)</p> <p>Track ongoing tasks for 2017 report including O&amp;M, IDDE, development review, and educational programs.</p>	Track ongoing tasks for 2017 report including O&M, IDDE, development review, and educational programs.	Track ongoing tasks for 2017 report including O&M, IDDE, development review, and educational programs.	Track ongoing tasks for 2017 report including O&M, IDDE, development review, and educational programs.

GOAL		JAN-MAR	APR-JUN	JUL-SEP	OCT-DEC
<b>Work Item 4: Stormwater Studies &amp; Programmatic Work (continued)</b>					
OBJECTIVES	LEAD/TEAM	Q1 TASKS	Q2 TASKS	Q3 TASKS	Q4 TASKS
<b>Partnership with Interested Stormwater Stakeholders</b>	<i>Tawni Dalziel</i>	Support Stormwater Stewards and Parks Department in Lancaster Pond pilot program.  Explore opportunities for expanded coordination with other pond facilities.	Support Stormwater Stewards and Parks Department in Lancaster Pond pilot program.  Explore opportunities for expanded coordination with other pond facilities.	Support Stormwater Stewards and Parks Department in Lancaster Pond pilot program.  Explore opportunities for expanded coordination with other pond facilities.	Support Stormwater Stewards and Parks Department in Lancaster Pond pilot program.  Explore opportunities for expanded coordination with other pond facilities.
<b>Regional Work Groups and coordination with adjacent jurisdictions</b>	<i>Tawni Dalziel Lisa Werre</i>	Participate in regional work groups such as the WRIA 8, Kokanee Work Group, ROADMAP Municipal Stormwater Caucus, and NPDES Permit Coordinators on regional efforts to increase efficiencies and effectiveness. Coordinate with King County (Allen Lake issues) and Issaquah (Laughing Jacobs Creek).	Participate in regional work groups such as the WRIA 8, Kokanee Work Group, , ROADMAP Municipal Stormwater Caucus, and NPDES Permit Coordinators on regional efforts to increase efficiencies and effectiveness. Coordinate with King County (Allen Lake and trail issues) and Issaquah (Laughing Jacobs Creek).	Participate in regional work groups such as the WRIA 8, Kokanee Work Group, ROADMAP Municipal Stormwater Caucus, and NPDES Permit Coordinators on regional efforts to increase efficiencies and effectiveness. Coordinate with King County (Allen Lake issues) and Issaquah (Laughing Jacobs Creek).	Participate in regional work groups such as the WRIA 8, Kokanee Work Group, ROADMAP Municipal Stormwater Caucus, and NPDES Permit Coordinators on regional efforts to increase efficiencies and effectiveness. Coordinate with King County (Allen Lake issues) and Issaquah (Laughing Jacobs Creek).
<b>Single Family Residential LID BMP Inspections</b>	<i>Lisa Werre</i>	Continue to track needed inspections on SFR.	Continue to track needed inspections on SFR.	Continue to track needed inspections on SFR.  Manage annual inspection of LID BMPs on single family residential lots. Communicate with private property owners regarding maintenance requirements.	Continue to track needed inspections on SFR.

GOAL		JAN-MAR	APR-JUN	JUL-SEP	OCT-DEC
<b>Work Item 4: Stormwater Studies &amp; Programmatic Work (continued)</b>					
OBJECTIVES	LEAD/TEAM	Q1 TASKS	Q2 TASKS	Q3 TASKS	Q4 TASKS
<b>Stormwater Facility Inspections</b>	<i>Jeff Dickinson</i>	<p><u>City Facilities:</u> Annual inspection of City stormwater facilities.</p>	<p><u>City Facilities:</u> Annual inspection of City stormwater facilities.</p> <p><u>Private/Commercial Facilities:</u> Begin annual inspection of private/commercial stormwater facilities in the city.</p> <p>Send inspection reports to the property owners and managers including any necessary repairs.</p>	<p><u>City Facilities:</u> Annual inspection of City stormwater facilities.</p> <p><u>Private/Commercial Facilities:</u> Complete annual inspection of private/commercial stormwater facilities in the city.</p> <p>Send inspection reports to the property owners and managers including any necessary repairs.</p>	<p><u>City Facilities:</u> Annual inspection of City stormwater facilities.</p> <p><u>Private/Commercial Facilities:</u> Communicate with property owners and managers regarding questions, concerns and status of repair of their facilities</p>
<b>Stormwater Rate Study and Billing</b>	<i>Cheryl Paston Tawni Dalziel Finance Department</i>	<p>Procure consultant assistance to conduct storm water rate study.</p> <p><b>Council Action:</b> Award consultant contract. [3/21]</p>	<p>Conduct study.</p> <p>Council study session on draft plan [7/11]</p>	<p>Present recommendations to Council [9/5] and [9/19].</p> <p><b>Council Action:</b> Adopt revised rate structure and close contract. [9/19]</p>	<p>12/1 Deadline to file annual rates with King County for collections</p>
<b>Surface Water Design Manual and LID Code Roll Out</b>	<i>Tawni Dalziel/Lisa Werre</i>	<p>Develop website, pamphlets, brochures, and education programs as a result of updated codes.</p>			
<b>Town Center Regional Stormwater Plan</b>	<i>Tawni Dalziel</i>	<p>Support City lead (DCD) on technical, operational, and maintenance of Town Center Regional Stormwater Plan</p>	<p>Support City lead (DCD) on technical, operational, and maintenance of Town Center Regional Stormwater Plan</p>	<p>Support City lead (DCD) on technical, operational, and maintenance of Town Center Regional Stormwater Plan</p>	<p>Support City lead (DCD) on technical, operational, and maintenance of Town Center Regional Stormwater Plan</p>
<b>Water Quality Monitoring Strategic Plan</b>	<i>Tawni Dalziel</i>			<p>Procure consultant to assist with development of a water quality monitoring strategic plan</p>	<p>Award consultant contract and begin work.</p> <p><b>Council Action:</b> Award contract. [12/5]</p>
<b>Zackuse Basin Plan</b>	<i>Tawni Dalziel</i>		<p>Request for proposals and consultant selection</p>	<p><b>Council Action:</b> Approve consultant contract. [9/19] Begin basin plan development including identifying flooding, erosion, and water quality needs.</p>	<p>Continue basin plan development including identifying and prioritizing capital projects, maintenance, and operational needs.</p>

GOAL		JAN-MAR	APR-JUN	JUL-SEP	OCT-DEC
<b>Work Item 5: GIS Services</b>					
OBJECTIVES	LEAD/TEAM	Q1 TASKS	Q2 TASKS	Q3 TASKS	Q4 TASKS
<b>Citywide GIS Project Support - Mapping, Graphics, Analysis, Applications</b>	<i>Beth Carpenter Brock McNairy</i>	On-going, planned & ad hoc mapping/data/analysis requests for all city depts. and regional projects.	On-going, planned & ad hoc mapping/data/analysis requests for all city depts. and regional projects.	On-going, planned & ad hoc mapping/data/analysis requests for all city depts. and regional projects.	On-going, planned & ad hoc mapping/data/analysis requests for all city depts. and regional projects.
<b>Enterprise GIS - Systems Implementation and Data Development</b>	<i>Cheryl Paston Beth Carpenter Brock McNairy</i>	Ensure GIS data in Trakit is current.  Support modifications to Cityworks for implementation of storm asset inventory and work orders.	Ensure GIS data in Trakit is current.  Support modifications to Cityworks for implementation of storm asset inventory and work orders.	Ensure GIS data in Trakit is current.	Ensure GIS data in Trakit is current.
<b>Enterprise GIS - Systems Support and Maintenance</b>	<i>Cheryl Paston Beth Carpenter Brock McNairy</i>	Trakit: Run Monthly Parcel Updates. Cityworks: Parks, Facilities, Athletic Fields, Storm database maintenance.	Trakit: Run Monthly Parcel & Address Updates. Cityworks: Parks, Facilities, Athletic Fields, Storm database maintenance.	Trakit: Run Monthly Parcel, Address & Streets Updates. Cityworks: Parks, Facilities, Athletic Fields, Storm database maintenance.	Trakit: Run Monthly Parcel, Address & Streets Updates. Cityworks: Parks, Facilities, Athletic Fields, Storm database maintenance.

GOAL	JAN-MAR	APR-JUN	JUL-SEP	OCT-DEC	
<b>Work Item 6: Other Projects/Initiatives/Maintenance</b>					
OBJECTIVES	LEAD/TEAM	Q1 TASKS	Q2 TASKS	Q3 TASKS	Q4 TASKS
<b>Administer Right of Way Permits (includes review, issuance, and inspection)</b>	<i>Andrew Zagars</i>	Review ROW permit process and look for revisions to improve intake and review. Review ROW permit fees.	Implement permit process improvements.	Implement permit process improvements. If warranted, recommend fee changes to City Council with 2017-18 budget.	<b>Council Action:</b> Approve new ROW permit fees. [11/21]
<b>Cityworks Asset Management Implementation</b>	<i>Glenn Akramoff Martin Bohanan Cheryl Paston</i>	Provide support to MOC as needed.	Provide support to MOC as needed.	Provide support to MOC as needed.	Provide support to MOC as needed.
<b>Development Review and Coordination</b>	<i>Andrew Zagars Haim Strasbourgger Stephanie Sullivan</i>	Ongoing.	Ongoing. Process improvement review.	Ongoing. Process improvement review.	Ongoing.
<b>Grant Funding Opportunities</b>	<i>Steve Leniszewski Andrew Zagars Cheryl Paston</i>	Ongoing	Ongoing	Ongoing August: TIB Applications Due	Ongoing
<b>Responding to CARs</b>	<i>All Staff Members</i>	Ongoing	Ongoing	Ongoing	Ongoing
<b>Update Public Works Standards</b>	<i>Andrew Zagars Cheryl Paston</i>		Review potential code amendments to coincide with the Drainage updates.		Review 2017 issues that may warrant update to standards.
<b>Maintenance Contract Evaluation and process update</b>	<i>Glenn Akramoff Dan Johnson</i>	<b>JAN:</b> Meetings with each contractor to provide update. Implement updated contract management process <b>FEB-MAR:</b> Contract evaluation. <b>ONGOING:</b> Administer ongoing contracts	<b>APR-MAY:</b> Completed contract evaluations and prepare memo and direction and transition plan <b>JUN:</b> Contract adjustments for 2018 to finance department (if needed). <b>ONGOING:</b> Administer ongoing contracts	<b>JULY-AUG:</b> Present final contact approach and transition plan <b>ONGOING:</b> Administer ongoing contracts	<b>OCT-DEC:</b> Prepare updated contact documents and bid contracts. Implement Transition Plan. <b>ONGOING:</b> Administer ongoing contracts
<b>Public Works Maintenance Structure and Long Term Staff Planning</b>	<i>Glenn Akramoff Steve Leniszweski</i>	<b>JAN:</b> Determine the best approach and begin planning process for structure update. <b>MAR:</b> Finalize assessment of future needs Maintenance Division and Parks and Recreation Department	<b>APR-MAY:</b> Finalize structure and prepare presentation  <b>JUNE:</b> Present maintenance Strategic Plan with updated operation structure to City Manager	<b>SEPT:</b> Present maintenance Strategic Plan with updated operation structure to City Council [9/5]	<b>OCT-NOV:</b> implementation of updated structure, strategic plan

## POLICE DEPARTMENT: 2017 WORK PLAN

GOAL	JAN-MAR	APR-JUN	JUL-SEP	OCT-DEC
<b>Work Item 1: Ordinances/Major Projects</b>				
OBJECTIVES	LEAD/TEAM	TASKS	TASKS	TASKS
1. <b>Police Services Study</b>	<i>Michelle Bennett Frances Carlson Jessi Bon</i>	<b>JAN:</b> Introduction to police services study topic [Retreat] <b>Council Discussion:</b> Scope of work for police services analysis [3/7]	<b>APR:</b> Consultant selection, if needed. <b>MAY:</b> Council discussion [5/16]	<b>JUN-AUG:</b> Public outreach and community conversations. <b>MAY:</b> Council discussion [10/03]  Final report and recommendation anticipated in early 2018.
2. <b>Update City Parking Ordinance</b>	<i>Michelle Bennett Frances Carlson Chris Sawtelle</i>	<b>JAN:</b> Work initiation and scoping discussion. <b>JAN:</b> Review current ordinance language. <b>JAN-MAR:</b> Create verbiage for updated ordinance. <b>FEB-MAR:</b> Verify ordinance language with city prosecutor.	<b>APR:</b> Draft Council memo <b>APR:</b> Draft Ordinance <b>APR:</b> Verify final drafts with prosecutor and legal <b>MAY:</b> Public Safety Committee intro/feedback	<b>JUL-SEP:</b> CC Study Session [7/11] Review and Adoption [9/5 & 9/19]  <b>OCT-DEC:</b>
3. <b>Enhanced Inattentive Driving Ordinance</b>	<i>Michelle Bennett Frances Carlson Chris Sawtelle</i>	<b>JAN:</b> Work initiation and scoping discussion. <b>JAN:</b> Review other agency ordinance language. <b>JAN-MAR:</b> Create Sammamish verbiage for ordinance. <b>FEB-MAR:</b> Verify ordinance language with city prosecutor.	<b>APR:</b> Draft Council memo <b>APR:</b> Draft ordinance <b>APR:</b> Verify final drafts with prosecutor and legal <b>MAY:</b> Public Safety Committee intro/feedback	<b>JUL-SEP:</b> CC Study Session [7/11] Review and Adoption [9/5 & 9/19]  <b>OCT-DEC:</b>
4. <b>Review City Noise Ordinance for potential updated and/or enhanced language</b>	<i>Michelle Bennett Jeff Thomas Frances Carlson Eric Lux City Code Enforcement Jessi Bon</i>	<b>MAR:</b> Work initiation and scoping discussion. <b>MAR:</b> Review current noise ordinance language <b>MAR:</b> Review other King County city ordinances.	<b>APR-JUN:</b> Meet and collaborate with Sammamish Code Enforcement and City Management for further scoping discussion.	<b>JUL-SEP:</b> Draft ordinance language  <b>OCT-DEC:</b> CC Discussion [11/21]  Revised ordinance adoption anticipated in early 2018.

GOAL		JAN-MAR	APR-JUN	JUL-SEP	OCT-DEC
<b>Work Item 2: Traffic Enforcement</b>					
OBJECTIVES	LEAD/TEAM	TASKS	TASKS	TASKS	TASKS
1. <b>Implement Commercial Vehicle Enforcement program in conjunction with 2017 traffic officer addition</b>	<i>Michelle Bennett Frances Carlson Lynnette Mitchell Chris Sawtelle</i>	<b>JAN-MAR:</b>	<b>MAY:</b> Present Commercial Vehicle Enforcement details again at the Public Safety Committee meeting.	<b>JUL-SEP:</b> Traffic Officer add position is fulfilled by the County.  This position has an ancillary duty of Commercial Vehicle Enforcement.	<b>OCT:</b> Scope possibilities related to the purchase of equipment (or the potential to borrow said equipment) that may be needed for commercial vehicle weighing and/or scales for our Commercial Vehicle Enforcement Officer.
2. <b>DUI Enforcement Liquor Control</b>	<i>Michelle Bennett Frances Carlson Mark Lohse-Miranda Justin Deer</i>	<b>JAN-DEC:</b> Track all DUI enforcement data.	<b>APR-JUN:</b> Work with the Washington State Liquor and Cannabis Control Board to address appropriate sale of liquor to non-minors only within the city limits of Sammamish.		<b>DEC:</b> Prepare year-end report of adult and youth DUI enforcement statistics and/or any relevant or important anecdotal events.
3. <b>Transition One Traffic Officer to a Motorcycle Officer</b>	<i>Michelle Bennet Chris Sawtelle King County Fleet King County Contracting Unit</i>	<b>JAN-MAR:</b> Work with Fleet to purchase motorcycle.  Submit final memo to KCSO and contracting regarding the addition of a motor versus a patrol vehicle in addition to information related to certifications, training schedules, SECTOR and laptop equipment needed, etc.	<b>MAY:</b> Recruitment <b>JUN:</b> Interviews for the new traffic officer position. <b>JUL:</b> Selection of traffic officer is complete; successful applicant is notified. Start motor officer patrols.	<b>JUL-SEP:</b> The new traffic officer with the ancillary Commercial Vehicle Enforcement duty begins work (September 1 at latest start date).	
4. <b>Traffic Enforcement</b>	<i>Michelle Bennett Frances Carlson Mark Lohse-Miranda Justin Deer Lynnette Mitchell Chris Sawtelle</i>	<b>JUN-DEC:</b> Track all traffic enforcement data.			<b>DEC:</b> Prepare year-end report of all traffic enforcement action, education, engineering assistance, statistics and/or any relevant or important anecdotal events.

GOAL		JAN-MAR	APR-JUN	JUL-SEP	OCT-DEC
<b>Work Item 3: Special Enforcement</b>					
OBJECTIVES	LEAD/TEAM	TASKS	TASKS	TASKS	TASKS
1. Enhanced fireworks education and enforcement	<i>Michelle Bennett Pete Horvath Eric Lux</i>	<b>JAN-MAR:</b>	<b>JUN:</b> Publish education and information articles in local publications, newsletters and on social media regarding the Fireworks Ordinance in Sammamish	<b>JUL 1-4:</b> Obtain the City reader board to place educative messages for citizens regarding Fireworks Enforcement Patrols.  <b>July 4:</b> Authorize extra education (warnings and advisements) and enforcement (for dangerous explosives) patrols – four total Sammamish officers.	<b>OCT-DEC:</b>
2. Enhanced Park Patrols	<i>Michelle Bennett Dave Rainey Chris Sawtelle Cindy Hale</i>	<b>JAN-MAR:</b> Scope feasibility of extra patrols in the Parks.	<b>APR-JUN:</b> Engage and request that the new Sammamish Explorer Advisor run an Explorer Bicycle School.  Scope the feasibility of Explorers assisting Sammamish Officers with extra Bike Patrols in Sammamish Parks and on Sammamish Trails.	<b>JUL-SEP:</b> Officers will assist/be a presence at events in Sammamish Parks as time and calls allow: <b>JUL-SEP: JUL 13, 20, 27:</b> Concerts in the Park <b>JUL 22, 29:</b> Shakespeare in the Park <b>AUG 3, 10, 17, 24, 31:</b> Concerts in the Park <b>AUG 19:</b> Sammamish Nights	<b>OCT-DEC:</b> Scope the feasibility of purchasing an electric motorcycle for police trail patrols in the years to come.
3. Package Theft Discover and Vehicle Prowl Education Enforcement	<i>Michelle Bennett Pete Horvath Dave Rainey Bill Albright Eric Lux</i>	<b>JAN-DEC:</b> TBD Undercover Vehicle Prowl Patrols  Continue to educate citizens to call 911 when they see something suspicious.  Continue to educate the public regarding Crime Prevention techniques, methods, tips and tools.	<b>APR-JUN:</b> Continue to publish education and information regarding not leaving valuables visible in vehicles, locking doors, and shutting garage doors.	<b>JUL-SEP:</b> Continue to publish education and information regarding not leaving valuables visible in vehicles, locking doors, and shutting garage doors.	<b>DEC 21-24:</b> TBD Undercover Package Theft Emphasis

GOAL		JAN-MAR	APR-JUN	JUL-SEP	OCT-DEC
<b>Work Item 4: Community Programs</b>					
OBJECTIVES	LEAD/TEAM	TASKS	TASKS	TASKS	TASKS
1. <b>Community Outreach and Presentations</b>	<i>Michelle Bennett Frances Carlson Pete Horvath Ken Williams Alex Matvenyenko Tim Larson</i>	<p><b>JAN – DECEMBER:</b> Continue to collaborate in local and regional events including: Drug Free Coalitions Diversity Outreach events Faith Communities events Fairs and Festivals Boy and Girl Scout tours Community led meetings</p> <p>Continue to attend community meetings and provide community presentations.</p> <p>FEB: Schedule Coffee with a Cop at a Starbucks in Sammamish in February.</p>	<p><b>Ongoing:</b> Maintain a Directory of Community Resources and Coalition contacts.</p> <p><b>APR - JUNE:</b> Seek out Faith Based / Pastor meeting group, or meet with individual church leaders in the community.</p> <p><b>JUN:</b> Revisit Sammamish Bicycle Patrol program. Schedule officer Bike patrol training if necessary. Conduct officer bicycle patrols in business communities &amp; parks.</p>	<p><b>Ongoing:</b> Expand Community Cultural Connections including continuing to attend Eastside Leadership Team Muslim community MAPS events.</p> <p><b>JULY:</b> Engage in foot beat patrols meeting business owners in the city after receiving list of businesses from the chamber of commerce.</p> <p>SEP: Schedule Coffee with a Cop at Starbucks in Sammamish on 9/11.</p>	<p><b>Ongoing:</b> TBD as various community groups request contact or presentations.</p>
2. <b>School Outreach</b>	<i>Michelle Bennett Frances Carlson Ken Williams Alana Hall</i>	<p><b>JAN – MAR:</b> Meet with members of the Issaquah and Lake Washington School District Superintendent staff.</p>	<p><b>APR-JUNE:</b> Conduct site visits of all middle and elementary schools in Sammamish (high schools have already been visited). Determine interest and possibilities of police/school liaison and coordination.</p>	<p><b>JULY-SEPT:</b> Research potential grant funding for additional School Resource Officer presence in Sammamish middle and elementary schools.</p>	<p><b>OCT – DEC:</b> Schedule School District administrative meetings regarding conducting parent and student education in relation to bullying, cyber-bullying, and hate crimes.</p> <p>Research feasibility of meeting with school district personnel regarding HIB (Harassment/Intimidation/ Bullying) policies and procedures.</p>
3. <b>Coalition Outreach</b>	<i>Michelle Bennett Pete Horvath Frances Carlson Chris Travers Ken Williams</i>	<p><b>JAN-DEC:</b> Continue to attend: Healthy Youth Initiative meetings Nourishing Network Meetings Hidden in Plain Sight Meetings</p>	<p><b>APR-MAY:</b> Research potential for a new community coalition group of city, government, business and community stakeholders/partners. This coalition can discuss any common issues as they emerge in the city of Sammamish.</p>	<p><b>JULY:</b></p>	<p><b>OCT-NOV:</b></p>

GOAL		JAN-MAR	APR-JUN	JUL-SEP	OCT-DEC
<b>Work Item 4: Community Programs (continued)</b>					
OBJECTIVES	LEAD/TEAM	TASKS	TASKS	TASKS	TASKS
<b>4. Human Resources Outreach</b>	<b>Michelle Bennett</b> Issaquah Food Bank Mary Queen of Peace Parish Community members Frances Carlson Eric Lux Reserve Officers Alison Gubata Sarah Kimsey Tim Larson	<b>JAN-DEC:</b> ONGOING- Continue to facilitate the Homeless Care Kit program. Continue stakeholder coordination and collect items/fill and distribute bags if officers fall below a two- bag minimum in their patrol cars.			
<b>5. Diverse Communities Outreach</b>	<b>Michelle Bennett</b> Frances Carlson Ken Williams Sarah Kimsey Tim Larson	<b>JAN-MAR:</b> Discuss the details of the “SafePlace” program with city management. <b>JAN-DEC:</b> Seek opportunities to speak with diverse groups in the city.  Continue to attend and/or present at the Eastside Leadership Team events. Continue communications and presentations with the Sammamish Mosque. Continue to attend and/or present at the Muslim community MAPS (Redmond Mosque) events.	<b>APR-MAY:</b> Engage in scoping discussion regarding the “SafePlace” program at the Public Safety Committee meeting.  If approved, order supply of “SafePlace” decals.  If approved, advertise the availability of the “SafePlace” program with Chamber of Commerce.  Publish articles regarding details of the “SafePlace” program in city newsletter and local papers educating businesses and citizens on the purpose of the program.  The program must be requested by the business, and then officers will respond to the business, give a brief training, and place the decal.	<b>Jun-Sep (and ongoing):</b> Deliver “SafePlace” decals to businesses that request them.	<b>OCT – DEC:</b> Seek opportunities to engage the Lake Washington and Issaquah school district administrative offices regarding conducting parent and student education trainings or programs related to diversity and inclusion, with the overarching purpose of preventing hate crimes.

GOAL		JAN-MAR	APR-JUN	JUL-SEP	OCT-DEC
<b>Work Item 5: City Events</b>					
OBJECTIVES	LEAD/TEAM	TASKS	TASKS	TASKS	TASKS
1. <b>Fourth on the Plateau</b>	<i>Michelle Bennett Frances Carlson Dave Rainey Pete Horvath Christine Elias Sammamish Police Staff Sammamish City Staff</i>	<b>JAN-MAR</b>	<p><b>APR-JUN:</b> Attend planning meetings for the Fourth of July event.</p> <p>Prepare ICS (FEMA Incident Command Systems) plan for the Federal Government for the Fourth of July event.</p> <p>Distribute the ICS plan to the Eastside Fire, KCSO, and the Sammamish City Management team.</p> <p>Coordinate sign-up sheet and overtime officers for the event.</p>	<p><b>JULY 4: Fourth on the Plateau Event</b> Assist and staff overtime officers for this event.</p> <p>Sgt. Horvath traditionally oversees this event for the city.</p> <p>Participate in after-action/event debrief.</p>	<b>OCT-DEC:</b>
2. <b>Sammamish Days Celebration</b>	<i>Michelle Bennett Frances Carlson Dave Rainey Pete Horvath Christine Elias Sammamish Police Staff Sammamish City Staff</i>	<b>JAN-MAR:</b>	<b>APR-JUN:</b>	<p><b>AUG 19: Sammamish Day's Celebration</b> Officers will participate in this event as time and calls allow.</p>	<b>OCT-DEC:</b>
3. <b>National Night Out</b>	<i>Michelle Bennett Frances Carlson Dave Rainey Pete Horvath Christine Elias Sammamish Police Staff Sammamish City Staff</i>	<b>JAN - MAR:</b>	<b>APR-JUN:</b>	<p><b>JUL-SEPT:</b> Coordinate with city staff to receive neighborhoods requesting police officers to stop by.</p> <p><b>AUG 1:</b> NNO occurs: Officers get a list of what homes in their districts they should attempt to visit between their calls for service.</p>	<b>OCT-DEC:</b>

GOAL		JAN-MAR	APR-JUN	JUL-SEP	OCT-DEC
<b>Work Item 5: City Events (continued)</b>					
OBJECTIVES	LEAD/TEAM	TASKS	TASKS	TASKS	TASKS
<b>4. Rig-a-Palooza</b>	<i>Michelle Bennett Frances Carlson Dave Rainey Pete Horvath Christine Elias Sammamish Police Staff Sammamish City Staff – Lynne Handlos</i>	<b>JAN-MAR:</b>	<b>APR-MAY:</b> Attend Rig-A-Palooza planning meetings  <b>MAY 20:</b> Officers will be instructed to participate in this event as calls allow.	<b>JUL-SEP:</b>	<b>SEP-DEC:</b>
<b>5. Halloween Happening</b>	<i>Michelle Bennett Frances Carlson Dave Rainey Pete Horvath Christine Elias Sammamish City Staff Sammamish Police Staff</i>	<b>JAN-MAR:</b>	<b>APR-JUN:</b>	<b>JUL-SEP:</b>	<b>OCT 31:</b> Halloween Happening- Officers will be instructed to participate in this event as calls allow.
<b>6. Emergency Management Fair</b>	<i>Michelle Bennett Frances Carlson Dave Rainey Pete Horvath Christine Elias Sammamish City Staff CERT Team Emergency Manager Citizen's Corps LDS Church</i>	<b>JAN-MAR:</b>	<b>APR-JUN:</b>	<b>JUL-SEP:</b> Attend planning meetings with city staff, volunteers, CERT and the Citizen's Corps. Seek interest to assist from the LDS church if feasible/possible.	<b>OCT 14:</b> Disaster Preparedness Fair- Officers will be instructed to participate in this event as calls allow.
<b>7. Very Merry Sammamish</b>	<i>Michelle Bennett Frances Carlson Dave Rainey Pete Horvath Christine Elias Sammamish Police Staff Sammamish City Staff</i>	<b>JAN-MAR:</b>	<b>APR-JUN:</b>	<b>JUL-SEP:</b>	<b>DEC 1:</b> Very Merry Sammamish- Officers will be instructed to participate in this event as calls allow.

GOAL		JAN-MAR	APR-JUN	JUL-SEP	OCT-DEC
<b>Work Item 6: Volunteers</b>					
OBJECTIVES	LEAD/TEAM	TASKS	TASKS	TASKS	TASKS
1. <b>Volunteer Partnerships</b>	<i>Michelle Bennett Frances Carlson Stacy O'Brien Elby Jones Angie Feser</i>	<p><b>Ongoing:</b> Reserve Officers volunteer their time with the city (currently four Reserve Officers donating approximately 1000 hours +/- a year).</p> <p><b>JAN-MAR:</b> Work with Angie Feser and Elby Jones to determine Volunteer coordination opportunities between Parks and Police.</p>			<b>DEC:</b> Volunteer Recognition Dinner
2. <b>Volunteer Program Coordination and Feasibility</b>	<i>Michelle Bennett Frances Carlson Stacy O'Brien Elby Jones Angie Feser Jessi Bon</i>	<b>JAN-DEC:</b> Program scoping for potential implementation of a Sammamish Police Department Volunteer Program at a later date TBD.	<b>APR-JUN:</b>	<b>JUL-SEP:</b>	<b>OCT-DEC:</b>

GOAL		JAN-MAR	APR-JUN	JUL-SEP	OCT-DEC
<b>Work Item 7: Drug Enforcement</b>					
OBJECTIVES	LEAD/TEAM	TASKS	TASKS	TASKS	TASKS
<b>1. Drug Enforcement Data gathering</b>	<i>Michelle Bennett Dave Rainey Eric Lux</i>	<b>JAN-DEC:</b> Track all drug enforcement data.	<b>APR-JUN:</b>	<b>JUL-SEP:</b>	<b>DEC:</b> Prepare year-end report of adult and youth drug enforcement statistics and/or any relevant or important anecdotal events.
<b>2. Drug Enforcement Education Programing</b>	<i>Michelle Bennet Dave Rainey Tim Meyer Chris Travers</i>	<b>JAN-DEC:</b> On-going: Participate in community coalition programs such as the Healthy Youth Initiative and Hidden in Plain Sight Initiative.	<b>APR-JUN:</b>	<b>JUL-SEP:</b>	<b>OCT-DEC:</b> Seek opportunities to speak at local Sammamish schools regarding drug enforcement programs and prevention initiatives.
<b>3. Drug Enforcement Funds</b>	<i>Michelle Bennett Jessi Bon Aaron Antin King County Asset and Forfeiture King County Finance Precinct 2 Special Emphasis Team</i>	<b>JAN-MAR:</b>	<b>APR-JUN:</b>	<b>JUL-SEP:</b> Analyze seizure funds from recent asset/forfeiture cases related to the seizing of Marijuana grow houses in Sammamish, Bellevue and Seattle (the city received a percentage of these seizure funds).  Ensure a separate account is set up in the city for Drug Seizure funds (per Federal standards).	<b>OCT-DEC:</b> With the use of drug seizure monies, scope possibilities related to the addition of Special Emphasis Detectives to the City of Sammamish. These detectives would work with the existing Precinct 2 Detectives.  With the use of seizure funds, scope the possibility of the purchase of equipment that may be needed for enhanced drug enforcement and education initiatives.

GOAL		JAN-MAR	APR-JUN	JUL-SEP	OCT-DEC
<b>Work Item 8: Ancillary Police Programs</b>					
OBJECTIVES	LEAD/TEAM	TASKS	TASKS	TASKS	TASKS
1. Reserve Program	<i>Michelle Bennett Christine Elias Eric Lux</i>	<b>FEB:</b> Advertise/recruit for Reserve Officer.  <b>MAR:</b> Conduct Oral Board interviews and Background checks for potential applicants.	<b>APR-MAY:</b> Select Reserve Officer applicant  <b>MAY-JUNE:</b> Contact Fife PD to see if they are running a Reserve Academy this year so we can send our selectee.	<b>AUG:</b> If a class is running this year, send selectee to the five-month Fife Reserve Academy.	<b>OCT-DEC:</b>
2. Explorer Program	<i>Michelle Bennett Frances Carlson Cindy Hale Stacy O'Brien Major Johanknecht Sarah Kimsey</i>	<b>JAN – MAR:</b> Coordinate with KCSO Precinct 2 regarding starting a Sammamish Explorer program.	<b>APR-JUNE:</b> Select Sammamish Explorer Advisor.  Advertise program in Sammamish schools, KEY club, Kiwanis etc.	<b>JULY-SEPT:</b> Conduct initial explorer interviews and background checks.	<b>OCT – DEC:</b> Research uniform and equipment costs and identify funding.  Start Sammamish Explorer Program.
3. Citizen’s Academy	<i>Michelle Bennett Frances Carlson Stacy O'Brien Elby Jones Angie Feser Major Johanknecht</i>	<b>JAN-DEC:</b>	<b>APR- JUNE:</b>	<b>JULY-SEPT:</b>	<b>OCT-DEC:</b> Program scoping for potential implementation at a later date TBD.
4. National Night Out (NNO)	<i>Michelle Bennett Frances Carlson Stacy O'Brien Elby Jones Angie Feser Major Johanknecht City staff</i>	<b>JAN-DEC:</b>	<b>APR- JUNE:</b>	<b>JULY-SEPT:</b> Coordinate/schedule neighborhood visits.  <b>AUG 1:</b> NNO occurs: Officers visit neighborhoods.	<b>OCT-DEC:</b>
5. Bike Rodeo	<i>Michelle Bennett Frances Carlson Ken Williams Alana Hall</i>	<b>JAN-DEC:</b>	<b>APR- JUNE:</b>	<b>JULY-SEPT:</b>	<b>OCT-DEC:</b> Program scoping for potential implementation at a later date TBD.
6. Reinvigorate City Block Watch and Business Watch Programs	<i>Michelle Bennett Stacy O'Brien</i>	<b>JAN-DEC:</b>	<b>APR- JUNE:</b>	<b>JULY-SEPT:</b>	<b>OCT-DEC:</b> Program scoping for potential implementation at a later date TBD.

GOAL		JAN-MAR	APR-JUN	JUL-SEP	OCT-DEC
<b>Work Item 8: Ancillary Police Programs (continued)</b>					
OBJECTIVES	LEAD/TEAM	TASKS	TASKS	TASKS	TASKS
<b>7. Publications and Social Media</b>	<i>Michelle Bennett Frances Carlson Chris Sawtelle Tim Larson Sarah Kimsey</i>	<b>JAN-DEC:</b> Continue to work with Tim Larson and Sarah Kimsey regarding police publications and social media posts.	Explore running potential regular articles in local newspapers and publications that speak to crime prevention and other police-related educational opportunities.		
<b>8. Crime Free Multi-Housing</b>	<i>Michelle Bennett Frances Carlson Eric Lux</i>	<b>JAN-DEC:</b>	<b>APR- JUNE:</b>	<b>JULY-SEPT:</b>	<b>OCT-DEC:</b> Program scoping for potential implementation at a later date TBD.
<b>9. Retail Theft Program</b>	<i>Michelle Bennett Dave Rainey Bill Albright Tracy Dodd Frances Carlson Eric Lux</i>	<b>JAN-DEC:</b>	<b>APR- JUNE:</b>	<b>JULY-SEPT:</b>	<b>OCT-DEC:</b> Program scoping for potential implementation at a later date TBD.
<b>10. ASAP or ALICE Training</b>	<i>Michelle Bennett Jeff Clark Lake Washington School District Issaquah School District Frances Carlson Eric Lux Alana Hall Ken Williams Nate Greiert King County Tac 30 Tim Larson</i>	<b>JAN-MAR:</b> Host initial ASAP (Active Shooter) scoping meeting with KCSO Tac 30, Sammamish Police, and the Lake Washington and Issaquah School Districts.	<b>APR-JUN:</b> Continue live ASAP planning meetings (Skyline and Eastlake High Schools have agreed to let Sammamish Police, Sammamish Fire and KCSO use their facilities during the school year to simulate and run an ASAP drill).	<b>JUL-SEP</b>	<b>OCT-DEC:</b> Determine if an ASAP drill can be run in 2017. (Drill will most likely occur the first quarter of 2018).
<b>11. Crime Prevention through Environmental Design (CPTED)</b>	<i>Michelle Bennett Affected Sammamish businesses</i>	<b>JAN-DEC:</b> Participate with business owners to create a security and CPTED analysis for said business (target hardening: placement of shrubs/lights/trees, placement of cameras, alarms, etc.)			





# Long Term Financial Overview

City Council Retreat  
January, 2017



## Presentation Overview



NOT just year-to-year

To Sammamish, prudent and responsible financial management means we begin with the budget plan, and use it to project forward to create stability in stewardship of taxpayer funds.

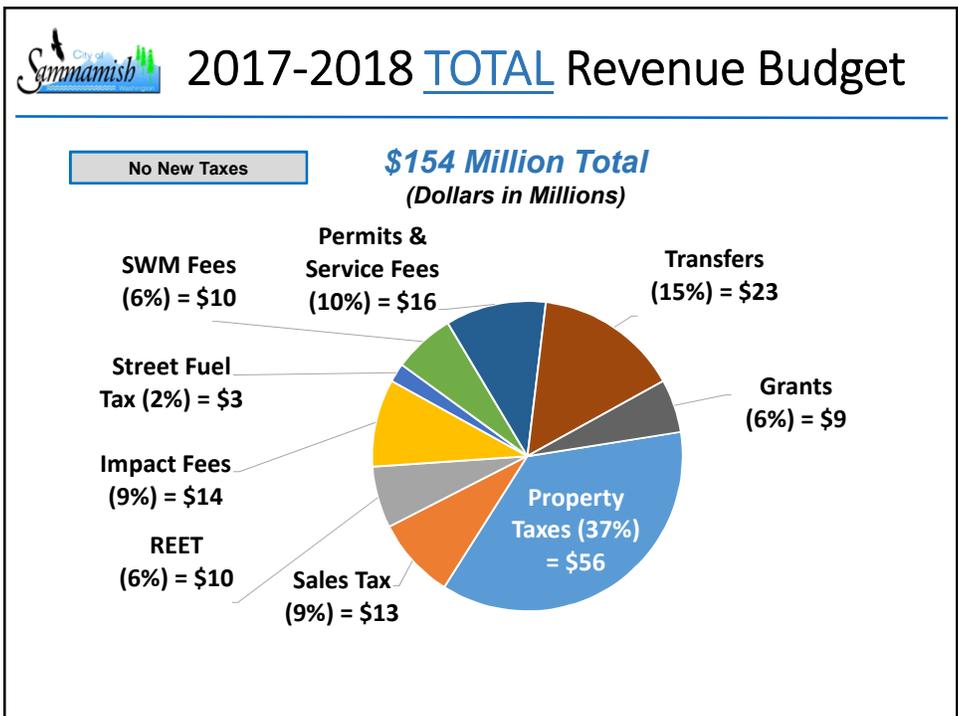
- Review the 2017-2018 Adopted Budget
- Review Forecasting Assumptions
- Long Range Forecast Update
- Major Revenue Options Overview
- Next Steps Discussion

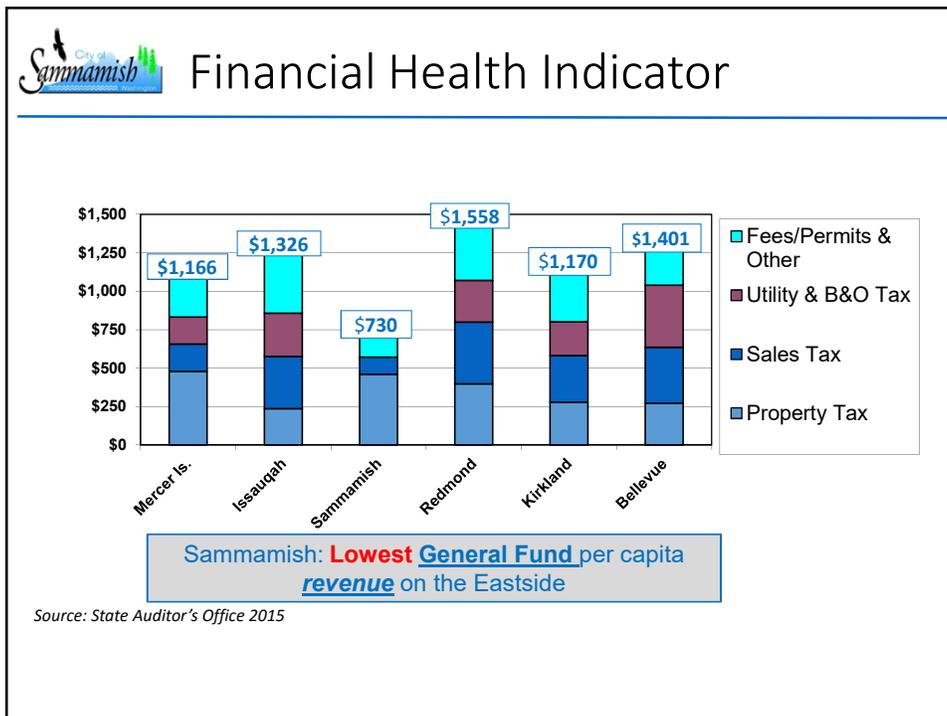
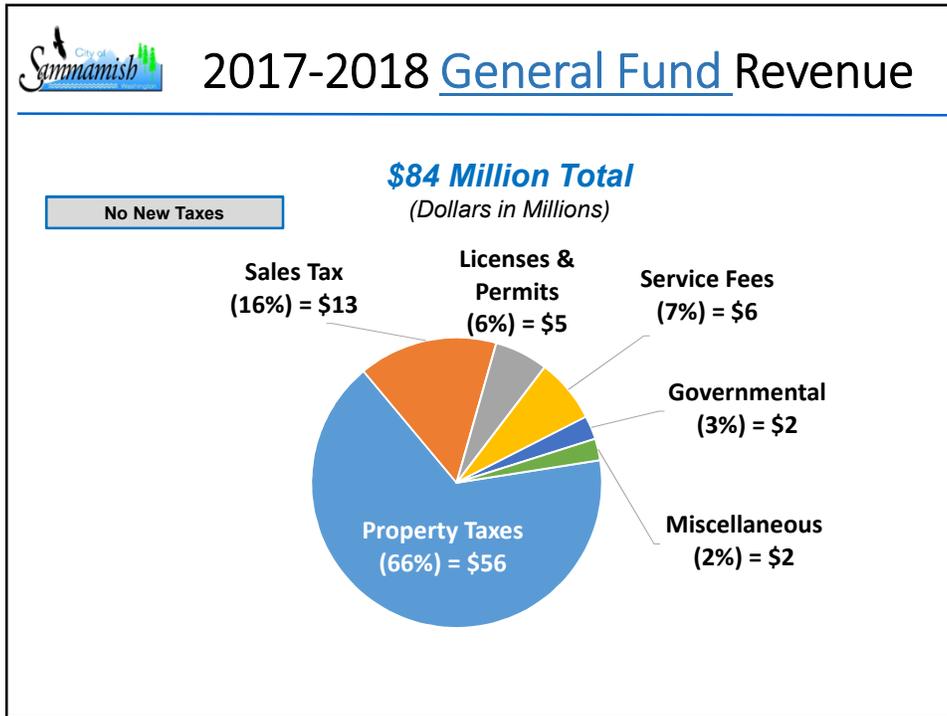


 **2017-2018 Biennial Budget**

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2017-2018 Budget	
Beginning Fund Balance	\$ 62 Million
Revenues	\$ 154 Million
<b>Total</b>	<b>\$ 216 Million</b>
Expenditures	\$ 199 Million
Ending Fund Balance	\$ 17 Million
<b>Total</b>	<b>\$ 216 Million</b>



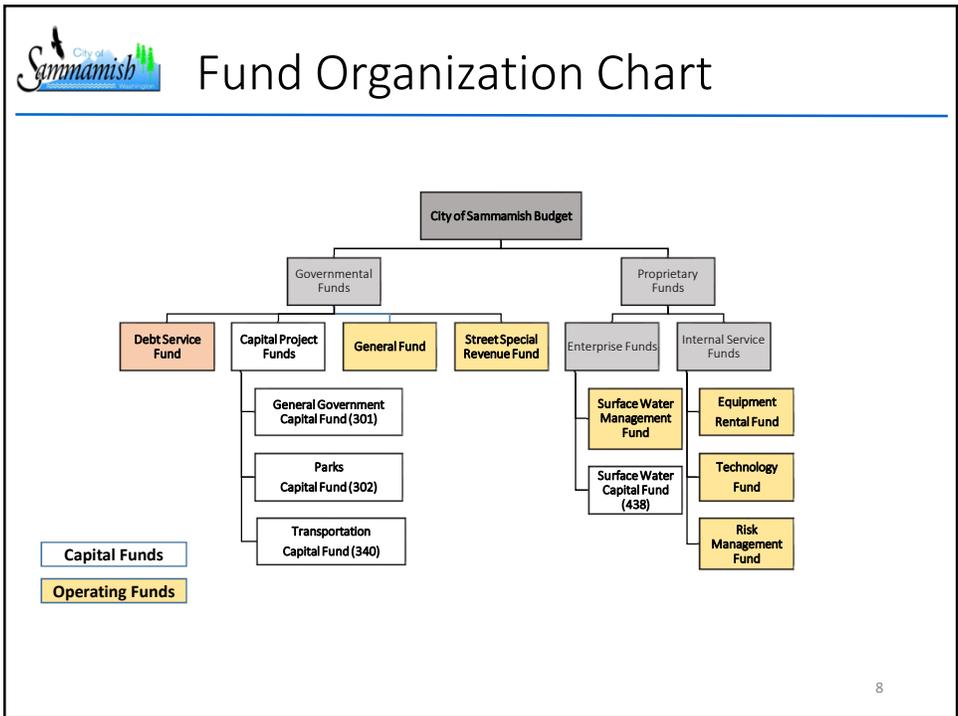


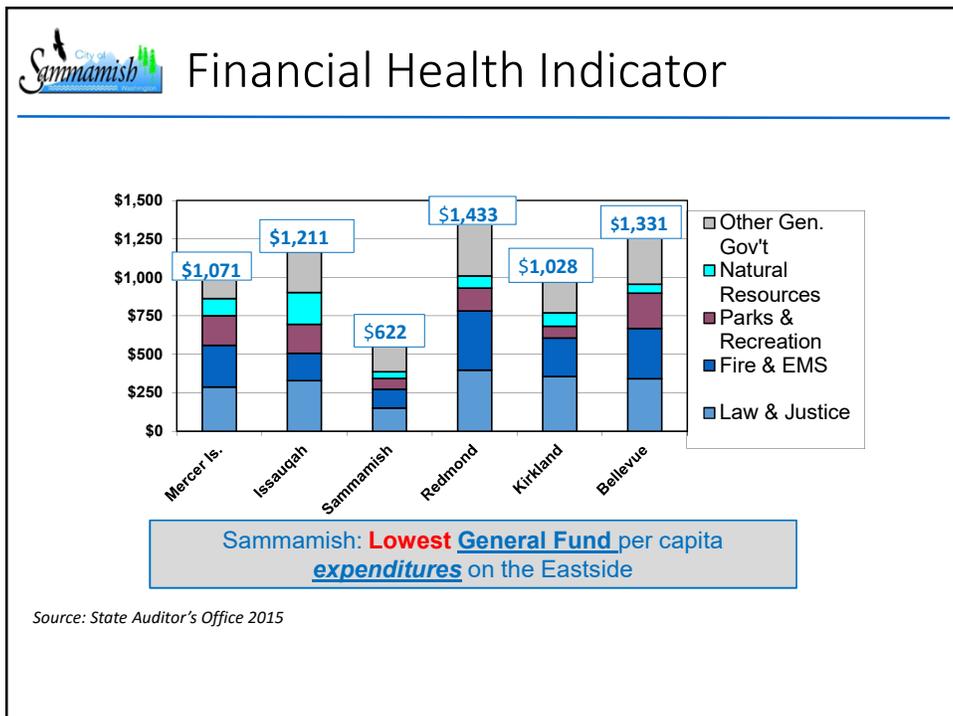
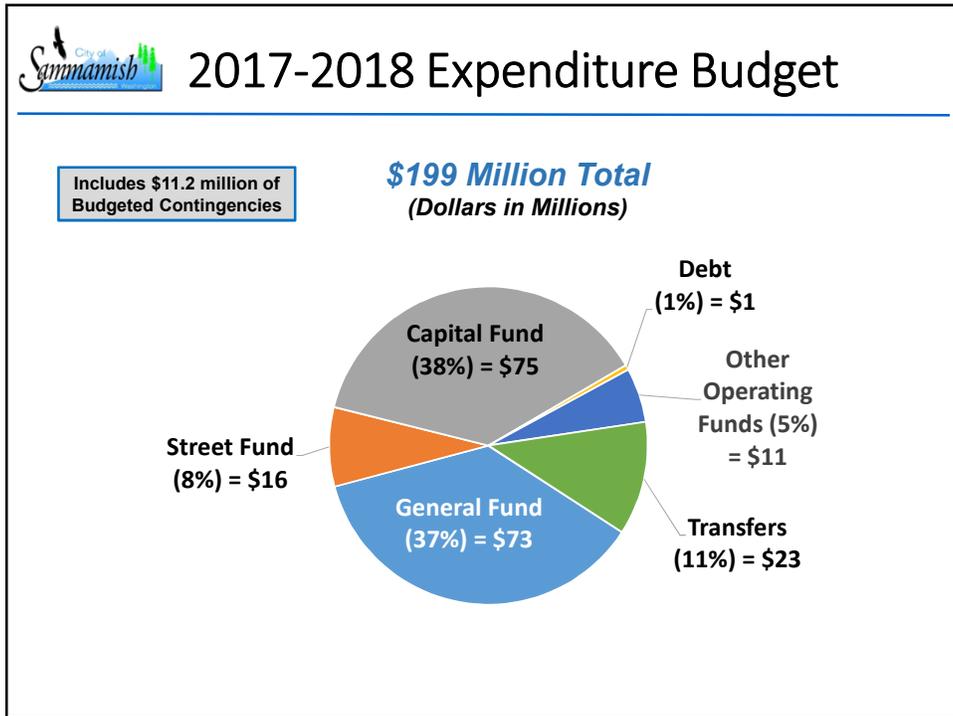


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 **Ending Balances by Fund**

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**Dollars In Millions**

Fund #	Fund Name	2018 Ending Fund Balance
001	General Fund	\$5.7
101	Street Fund	\$6.5
301	General Government Capital	\$0.6
302	Parks Capital	\$0.3
340	Transportation Capital	\$2.1
408	Surface Water Operating	\$0.6
438	Surface Water Capital	\$0.3
501	Equipment Rental/Replacement	\$0.9
502	Technology Replacement	\$0.3
503	Risk Management	\$0.1
<b>Total</b>		<b>\$17.4</b>

**Capital Funds**

**Operating Funds**



## Forecasting Assumptions 2017-2018 Adopted Budget

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## Assumptions

### Revenue Assumptions:

1. Property Tax Projections for 2019 forward:
  - a. New construction growth derived from projected unit forecast (Comm. Dev. Dept.)
  - b. Assumes continuation of banking of 101% allowable levy capacity
2. Sales Tax Projections for 2019 forward:
  - a. Increase at 2.4% annually beyond budget period
3. Development Revenue projections
  - a. Based on DCD unit forecast projections

NOTE: Unit Forecast = 333 SFR permits in 2017-2019; 250 in 2020-2024

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## Assumptions

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**Expense Assumptions:**

1. Public Safety (Fire and Police) contracts projected at 2.4% increase annually
2. Assumes 114.75 FTE as approved in 2017-2018 Budget
  - a. For salary projected at 2.94% composite (performance based and COLA)
  - b. For benefits, composite rate of 5.8%, which is 3.4% medical and 2.4% other
3. Other non-salary related expenses projected to increase at 2.4%
  - a. Basis – Congressional Budget Office estimate of average 2017-2018 growth = 2.4%
4. Removed non-operating interfund transfers
5. Contingencies not projected forward and forecasted in 2017 only.

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## Long Range Forecast

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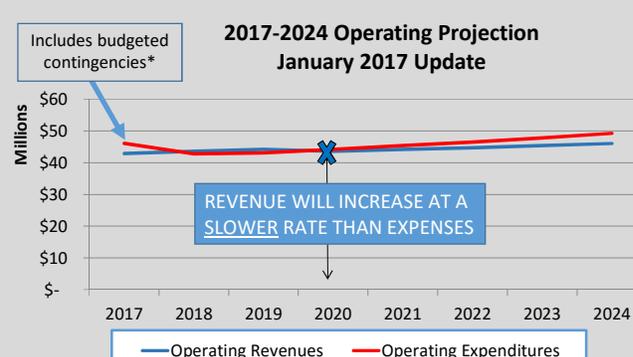
**X Key reflection point = 2020 = when operating expenses outpace operating revenues**  
*General Fund and Street Fund = "Operating"*

Includes budgeted contingencies\*

**2017-2024 Operating Projection**  
**January 2017 Update**

**Highlights:**

- Forecasted beyond 2024
- Conservative planning & expenditure controls mitigated the impact over time
- Does not account for accumulated Fund Balance
- Long-term structural imbalance



— Operating Revenues
— Operating Expenditures

\*2017 Budgeted contingencies (\$3M) are about 7% of 2017 budget (\$45M)

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## Long Range Forecast

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### Future Consideration

**I. Lower Expenditures**

- Continue to look for operational efficiencies (technology & practices)
- Reduction in Level of Services (LOS)
- Elimination of programs

**II. Increase Revenues**

- Untapped operating revenue sources to enhance and/or diversify revenue portfolio
- AWC is promoting the removal of the 1% cap

**III. Combination of Both**

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## Options to study in 2017?

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**Property Tax Increase**

- Utilization of Banked Capacity (\$1.6 Million in 2017)

**Utility Tax (New to Sammamish)**

- Levied on gross operating revenues up to 6% for most
- 1% = \$1.1M annually or approx. \$66.50 per household
- Can be levied on electric, natural gas, telephone, cell phones, cable television

**Business & Occupation Tax (New to Sammamish)**

- Levied as a percentage of gross receipts of a business
- 0.2% of gross sales estimated at \$105,000 per year

**Transportation Benefit District/Vehicle license fees**

- License or sales tax 0.2% (\$105,000 per year) methods
- \$20 fee per car, 2 cars/household, 16,000 households = \$640,000

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## Council Discussion

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**Areas to study in more depth in 2017?**

**Consider Long Range Financial Planning retreat in July?**

**Other inputs:**



## Memorandum

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**DATE:** January 20, 2017

**TO:** City Council

**FROM:** Steve Leniszweski, Public Works Director  
John Cunningham, Senior Project Manager  
Jessi Bon, Deputy City Manager  
Cheryl Paston, Deputy Public Works Director

**RE:** Transportation Master Plan – Preliminary Scope of Work

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### **Summary Statement**

The 2017-18 Public Works Department work plan includes developing the City's first Transportation Master Plan (TMP). The preliminary scope of work for the TMP was presented to the City Council on January 3, 2017. After discussing the preliminary scope of work, City Council requested this item be brought back for further discussion at the Council Retreat. Confirmation of a preliminary scope of work is requested so that staff may issue the Request for Proposals (RFP) and begin the consultant selection process. The final scope of work will be negotiated as part of the consultant contract.

### **Background**

One of the primary reasons residents voted to incorporate in 1999 was because of growing traffic problems in Sammamish – the County transportation investments were simply not keeping up with growth. Upon incorporation, Sammamish inherited an undersized, inefficient and neglected transportation network, which was comprised largely of rural roads with very few non-motorized amenities. Since incorporation, the City has made a substantial investment in transportation improvement projects, most of the projects determined by ongoing development needs. The majority of these projects have been vehicle-centric, although a small number of non-motorized projects have been completed.

### **Comprehensive Plan**

The City's Comprehensive Plan was updated in 2015 and includes citywide transportation goals and policies. The four goals focus on supporting growth; providing greater transportation options and improving mobility; prioritizing operations, maintenance, management and safety; and, incorporating sustainable measures when planning and implementing programs and projects.

The transportation policies in the Comprehensive Plan direct capital investments to be made to support growth and development. There are, however, other important criteria that should be developed and factored into decisions about capital investments and their timing. In addition, there are a number of separate, but related transportation issues (e.g. connectivity strategies) that need to be clarified so that

priority projects and programs can be planned and implemented to achieve the City's transportation goals. There is also a need for an updated 20-year capital project list that identifies implementation strategies, priorities and funding options.

## **Overview of the Transportation Master Plan**

The TMP will provide the long-term framework to deliver a safe, accessible and reliable transportation system in Sammamish. Topics covered in the plan include addressing the challenges of ongoing growth on the transportation network; identifying measures to promote safety for all users; establishing criteria to prioritize short and long-term capital investments; developing a long-term, sustainable financing plan; providing policies and guidance to implement a connected road network balanced with preservation of existing neighborhood character; integrating new technologies; and, partnering with transit agencies, school districts, regional partners and others to identify and meet the transportation needs in Sammamish.

## **Preliminary Scope of Work**

KPG Consultants facilitated a brainstorming session with the Transportation Committee and staff on December 14, 2016 to identify areas of focus for the TMP. The Committee's key issues of concern were connectivity, regional coordination and improving our residents, workers and visitors' quality of life by having an efficient and safe multimodal transportation system.

Based on conversations with the full Council, Transportation Committee and staff input, the following scope of work is proposed for the TMP. Please note the final scope of work, including a detailed project schedule, will be negotiated once a consultant is selected.

- Evaluate and plan for a safe and accessible multimodal transportation system.
- Plan and conduct a robust, comprehensive and inclusive community engagement process. Utilize statistically valid tools (e.g. surveys, focus groups) in addition to standard community outreach tools such as public meetings, open houses and social media engagement.
- Analyze regional and local connectivity needs, including the street grid, roadway classifications and non-motorized connections.
- Conduct a transportation demand management analysis.
- Facilitate opportunities to coordinate and partner with organizational/jurisdictional stakeholders (WSDOT, King County, City of Issaquah, City of Redmond, school districts, etc.)
- Work directly with the School Districts and individual schools to analyze and develop strategies to improve and support school transportation needs.
- Develop a prioritized transportation capital improvement project list that includes:
  - Criteria for rating projects
  - A planning level scope of work for all projects, including cost estimates and schedules
  - A sustainable funding and investment plan
- Update goals, policies and implementation strategies, including revising existing plans (e.g. Public Works Standards) to ensure compatibility with newly defined goals and policies.

- Establish performance measures to evaluate progress toward implementation of transportation planning goals.
- Other?

### **Updating the Traffic Impact Fee, Concurrency and Other**

There is a separate body of work that is underway to update the Traffic Impact Fee and the concurrency list, and to recalibrate the traffic model in addition to other minor corrections to the data and traffic-related information contained in the Comprehensive Plan. The updated information will be used to support and inform development of the Transportation Master Plan.

### **Project Schedule**

The following schedule is based on the preliminary scope of work identified above. A final schedule will be developed once a consultant is selected and the scope of work is finalized.

Consultant selection and contract negotiations	March 2017
Project Kick-off	April 2017
Public Outreach Begins	Spring 2017
City Council	Ongoing – Numerous Meetings
Planning Commission	As Needed
Plan Adoption	2018



# Transportation Master Plan

2017 City Council Retreat



# Discussion Topics

- Look Back
- Major Transportation Investments
- Transportation Planning Opportunities
- Transportation Master Plan 101
- Key TMP Scope and Deliverables
- Next Steps

# Look Back

- Inherited neglected road network at incorporation
- TIP projects since incorporation are generally vehicle-centric
- City's capital transportation investments since incorporation driven and funded mainly by development
- Lack of an integrated, cohesive plan for preferred transportation network
- Current plans lack integration of motorized and non-motorized needs

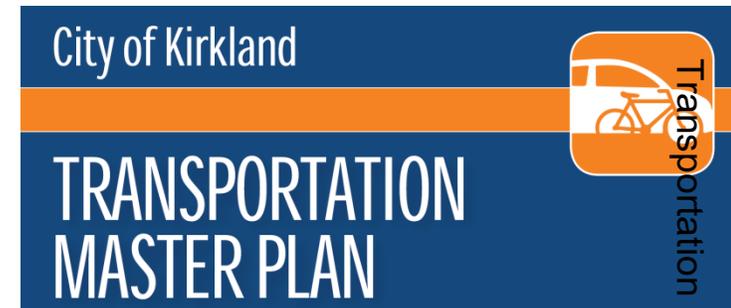
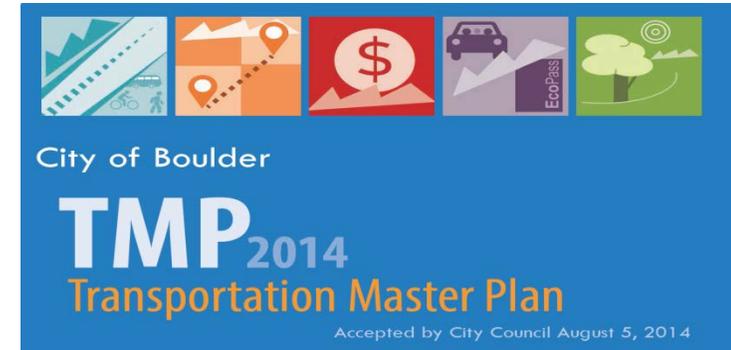
# Major Transportation Investment Examples



- 228<sup>th</sup> Ave Corridor Widening
- E. Lake Sammamish Parkway Widening
- 244<sup>th</sup> Ave Corridor Widening
- Issaquah-Pine Lake Rd Widening
- Issaquah-Fall City Rd Widening
- SE 4<sup>th</sup> Street Widening
- Annual Pavement Overlay Program
- Numerous Intersection, Nonmotorized and Safety Improvements

# Transportation Planning Opportunities

- Engage the community to help identify solutions and priorities
- Integrate system-wide planning and implementation
- Improve safety for all users
- Address/support growth
- Coordinate with schools, regional users and others that have a significant impact on the transportation network
- Prioritize short and long-term investments and identify a sustainable financing plan
- Conduct and implement strategic transit planning
- Plan and incorporate new technologies
- Provide-policies/ guidance for implementation of desired street network and transportation system projects and programs



# Transportation Master Plan 101

Establishes a **20-year Road Map** to achieve our community's vision for a safe, accessible and reliable multimodal transportation system by describing:

- A safe, connected and accessible multimodal transportation system
- Fiscally prudent investments in priority projects and programs
- Ways to manage and support community needs
- Identify “growth pays for growth” strategies
- Efficient operations and maintenance
- Opportunities for accommodating new technologies
- Future road network and design guidelines
- Partnership opportunities



# Key TMP Scope and Deliverables

- Conduct robust public outreach, education and community involvement process
- Prioritized list of desired system-wide programs and projects
- Sustainable financing plan
- Transportation Demand Management program
- Partnership and coordination opportunities to improve effectiveness of transportation network
- Recommended guidelines, policies and standards for future motorized and non-motorized transportation system connections



Transportation Master Plan

# Next Steps

Consultant Selection	March 2017
Project Kick-off	April, 2017
Begin Public Outreach	Spring 2017
City Council	Ongoing
Planning Commission	As Needed
Plan Adoption	2018