



## AGENDA

### City Council Regular Meeting with Special Joint Session with Planning Commission

6:30 PM - Tuesday, May 15, 2018

City Hall Council Chambers, Sammamish, WA

Page		Estimated Time
	<b>CALL TO ORDER</b>	6:30 pm
	<b>ROLL CALL</b>	
	<b>PLEDGE OF ALLEGIANCE</b>	
	<b>APPROVAL OF AGENDA</b>	
	<b>PUBLIC COMMENT</b>	6:35 pm
	<p><b>Note:</b> <i>This is an opportunity for the public to address the Council. Three-minutes limit per person or five-minutes if representing the official position of a recognized community organization. If you would like to show a video or PowerPoint, it must be submitted or emailed by 5 pm, the end of the business day, to the City Clerk, Melonie Anderson at <a href="mailto:manderson@sammamish.us">manderson@sammamish.us</a>. Please be aware that Council meetings are videotaped and available to the public.</i></p>	
	<b>CONSENT CALENDAR</b>	7:05 pm
	1. <b>Payroll:</b> for the period ending April 30, 2018 for pay date of May 4, 2018 in the amount of 392,352.48	
4 - 14	2. <b>Approval:</b> Claims For Period Ending May 15, 2018 In The Amount Of \$2,642,958.56 For Check No. 50489 Through 50619 <a href="#">View Agenda Item</a>	
15	3. <b>Proclamation:</b> National Public Works Week - May 20 - 26, 2018 <a href="#">View Agenda Item</a>	

- 16 - 21      4.      **Resolution:** Accepting the Inglewood Hill Stormwater Retrofit and Non-Motorized Improvement Project As Complete - Contract #C2016-165  
[View Agenda Item](#)
- 22 - 27      5.      **Resolution:** Appointing Members to the Sammamish Youth Board  
[View Agenda Item](#)
- 28 - 31      6.      **Bid Award:** Zackuse Creek Fish Passage & Stream Restoration Project  
[View Agenda Item](#)
- 32 - 41      7.      **Contract Amendment:** Temporary Employee Extension Request  
[View Agenda Item](#)
- 42 - 48      8.      **Contract Amendment:** Zackuse Creek Fish Passage and Stream Restoration Project/Otak, Inc.  
[View Agenda Item](#)
- 49 - 53      9.      **Approval:** Minutes for the May 1, 2018 Regular Meeting  
[View Agenda Item](#)
- 54 - 55      10.     **Approval:** Notes from the May 8, 2018 Study Session  
[View Agenda Item](#)

**JOINT SESSION WITH PLANNING COMMISSION**

**7:10 pm**

Joint Planning Commission and City Council - Transportation Concurrency and Level of Service (LOS) Code Revision Presentation

- 56 - 66      11.     **Discussion:** Comprehensive Plan Transportation Element Update  
[View Agenda Item](#)
- 67 - 110    12.     **Discussion:** Transportation Concurrency and Level of Service Code Revisions  
[View Agenda Item](#)

**PUBLIC HEARINGS**

**8:10 pm**

- 111 - 114    13.     **Resolution:** Declaring Vehicles and Equipment as Surplus  
[View Agenda Item](#)

**UNFINISHED BUSINESS**

**NEW BUSINESS**

**COUNCIL REPORTS/ COUNCIL COMMITTEE REPORTS**

**8:35 pm**

- 115 - 116    14.     **Report:** Mayor Christie Malchow  
[View Agenda Item](#)

## **CITY MANAGER REPORT**

### **EXECUTIVE SESSION**

**9:05 pm**

Potential Property Acquisition pursuant to RCW42.30.110(1)(b), Potential Litigation pursuant to RCW42.30.110(1)(i) and to Review the Performance of a Public Employee pursuant to RCW42.30.110(1)(g).

### **ADJOURNMENT**

**10:00 pm**

### **LONG TERM CALENDAR**

117 - 122

*Add long term calendar attachment here.*

[View Agenda Topics](#)

City Council meetings are wheelchair accessible. American Sign Language (ASL) interpretation is available upon request. Please phone (425) 295-0500 at least 48 hours in advance. Assisted Listening Devices are also available upon request.



# MEMORANDUM

**TO:** Melonie Anderson/City Clerk  
**FROM:** Lori/Finance Department  
**DATE:** May 10, 2018  
**RE:** Claims for May 15, 2018

\$59,680.59  
 \$31,377.20  
 \$722,805.79  
 \$1,315.94  
 \$1,827,779.04

### Top 10 Over \$10,000 Payments

Eastside Fire & Rescue	\$624,220.50	Fire & Rescue Services - May 2018
J.R. Hayes & Sons	\$606,886.18	212th Way Improvements
Issaquah School District	\$433,719.00	School Impact Fees-April 2018
AWC Employee Benefits Trust	\$152,566.89	Employee Medical, Dental, Vision -April 2018
RWC Group	\$95,241.19	Replacement Fleet Vehicle
Conner-Jarvis LLC	\$73,151.99	Impact Fee Refund
Lake Washington School District	\$60,323.50	School Impact Fees-April 2018
King County Treasury Div	\$59,312.44	218 Real Estate Taxes-SWM
ICMA 401 A	\$51,777.51	Employee Benefits
Perteet Inc.	\$44,960.25	SE 4th Street Improvements-April 2018

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59,680.59 +
31,377.20 +
722,805.79 +
1,315.94 +
1,827,779.04 +
005
2,642,958.56+
    
```

**Total \$2,642,958.56**  
**Check # 50489- 50619**

Accounts Payable

Check Register Totals Only

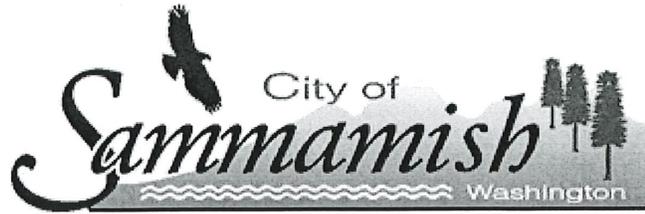
User: lkaynak  
 Printed: 4/27/2018 - 9:40 AM



Check	Date	Vendor No	Vendor Name	Amount	Voucher
50489	04/27/2018	KINGTREA	King County Treasury Div	59,312.44	50,489
50490	04/27/2018	SAM	Sammamish Plateau Water Sewer	368.15	50,490
Check Total:				59,680.59	

Accounts Payable  
Computer Check Register

User: lkraynak  
Printed: 05/01/2018 - 2:27PM  
Batch: 00001.05.2018  
Bank Account: APPR



Check	Vendor No	Vendor Name	Date	Invoice No	Amount
50491	CLEANWAT	Clean Water Technologies	5/1/2018		
				34521	350.00
				34521	700.00
Check 50491 Total:					1,050.00
50492	US BANK	U. S. Bank Corp Payment Sys	5/1/2018		
				MIN SERV 0115	36.73
				MIN SERV 0115	45.00
				MIN SERV 0115	10.00
				MIN SERV 0115	34.27
				MIN SERV 0115	10.00
				MIN SERV 0115	92.37
				ACILITIES 3030	-116.39
				PW 0079	43.44
				PW MOC 3675	8.75
				ARKS REC 5466	267.94
				FINANCE 9690	500.00
				M&O 2 8014	49.47
				COMM 8834	60.78
				M& O 3 0251	249.00
				TY CLERK 2547	150.75
				DEP PW 6157	16.98
				M& O 3 0251	39.57
				PURCH 7375	140.70
				ACILITIES 3030	360.00
				M&O 2 8014	51.94
				PW 0079	85.56
				COMM 8834	198.55
				ARKS REC 5466	325.56
				POLICE 7862	17.00
				ACILITIES 3030	48.22
				M&O 2 8014	592.40
				POLICE 0236	51.65
				TY CLERK 2547	177.56
				DEP PW 6157	14.00
				M& O 3 0251	-3.60
				PURCH 7375	54.10
PW 0079	133.09				
ARKS REC 9527	20.88				
ARKS REC 9527	46.70				
PW 0079	133.09				
M& O 3 0251	700.00				
PURCH 7375	515.50				
POLICE 0236	130.71				
ACILITIES 3030	-4.39				
TY CLERK 2547	708.49				
M& O 3 0251	42.85				
ARKS REC 9527	85.00				

Check	Vendor No	Vendor Name	Date	Invoice No	Amount
				PW 0079	133.09
				POLICE 0236	966.15
				ACILITIES 3030	16.98
				PURCH 7375	24.00
				FY CLERK 2547	828.95
				M& O 3 0251	-3.90
				POLICE 0236	325.00
				PW 0079	57.44
				M PURCH 9097	-30.00
				CM 7573	8.47
				DCM 2131	45.00
				ARKS REC 2996	161.00
				FY CLERK 2547	100.00
				PURCH 7375	49.48
				ACILITIES 3030	56.30
				PW 0079	17.63
				M PURCH 9097	87.95
				FY CLERK 2547	49.00
				PURCH 7375	693.79
				POLICE 0236	121.00
				ARKS REC 2996	30.76
				M& O 3 0251	22.26
				DCM 2131	545.00
				ACILITIES 3030	268.14
				CM 7573	7.46
				M& O 3 0251	-2.03
				PURCH 7375	1,803.58
				POLICE 0236	-11.00
				M PURCH 9097	25.11
				CM 7573	81.00
				PW 0079	182.96
				DCM 2131	459.40
				ACILITIES 3030	23.95
				ARKS REC 2996	153.79
				FY CLERK 2547	854.18
				ARKS REC 2996	26.36
				DCM 2131	30.00
				POLICE 0236	209.00
				M& O 3 0251	37.13
				PURCH 7375	593.36
				FY CLERK 2547	-77.66
				CM 7573	31.68
				M PURCH 9097	61.99
				PW 0079	-16.64
				ACILITIES 3030	-61.48
				DCM 2131	30.00
				M PURCH 9097	59.74
				ACILITIES 3030	65.99
				ARKS REC 2996	24.19
				MOC 4 4725	69.17
				POLICE 0236	86.90
				PW 0079	182.96
				PURCH 7375	143.48
				M& O 3 0251	-3.38
				ACILITIES 3030	14.84
				M PURCH 9097	21.99
				POLICE 0236	159.62
				M& O 3 0251	66.42
				DCM 2131	30.00

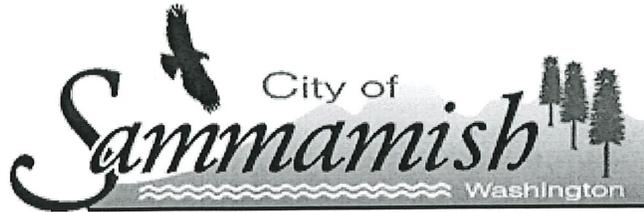
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				MOC 4 4725	467.39
				PW 0079	182.93
				ACILITIES 3030	57.16
				POLICE 0236	-11.89
				M& O 3 0251	7.47
				M PURCH 9097	78.68
				ARKS REC 2996	75.00
				ARKS REC 2996	250.00
				ACILITIES 3030	314.84
				POLICE 0236	-87.84
				M PURCH 9097	76.25
				PW 0079	-16.62
				M& O 3 0251	294.86
				IT DEPT 1209	3.30
				PW 0079	-104.49
				ARKS REC 2996	50.00
				ACILITIES 3030	8.34
				AER SERV 2249	50.00
				M& O 3 0251	-26.81
				ARKS REC 2996	61.00
				IT DEPT 1209	335.25
				ACILITIES 3030	25.30
				AER SERV 2249	1,951.92
				PW 0079	18.62
				ACILITIES 3030	12.70
				PW 0079	18.63
				AER SERV 2249	357.24
				ARKS REC 2996	52.29
				IT DEPT 1209	29.00
				PW 0079	51.81
				IT DEPT 1209	400.00
				ARKS REC 2996	13.08
				AER SERV 2249	1,705.74
				ACILITIES 3030	515.50
				IT DEPT 1209	411.94
				ARKS REC 2996	215.06
				AER SERV 2249	-177.45
				ACILITIES 3030	437.23
				PW 0079	136.13
				ARKS REC 2996	184.34
				PW 0079	136.13
				IT DEPT 1209	727.08
				ACILITIES 3030	53.89
				IT DEPT 1209	45.16
				PW 0079	136.12
				ARKS REC 2996	46.10
				ACILITIES 3030	373.10
				PW 0079	38.66
				ACILITIES 3030	117.50
				ARKS REC 2996	91.65
				IT DEPT 1209	291.24
				ACILITIES 3030	96.73
				ARKS REC 2996	19.99
				IT DEPT 1209	3.30
				PW 0079	38.67
				PW 0079	38.67
				ARKS REC 2996	262.06

Check	Vendor No	Vendor Name	Date	Invoice No	Amount
				DMM DEV 9276	14.82
				ACILITIES 3030	219.59
				ACILITIES 3030	187.89
				DMM DEV 9276	8.20
				PW 0079	11.69
				PW MOC #4950	318.00
				ACILITIES 3030	9.89
				PW 0079	11.70
				PW MOC #4950	583.00
				DMM DEV 9276	233.94
				ACILITIES 3030	60.00
				DMM DEV 9276	98.00
				PW 0079	24.80
				DMM DEV 9276	10.77
				PW 0079	24.80
				PW 0079	24.80
				DMM DEV 9276	308.32
				PW 0079	129.41
				DMM DEV 9276	6.00
				PW 0079	69.29
				DMM DEV 9276	28.59
				DMM DEV 9276	879.96
				DMM DEV 9276	33.00
				DMM DEV 9276	16.41
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				Check 50492 Total:	30,327.20
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Accounts Payable

Check Register Totals Only

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Check	Date	Vendor No	Vendor Name	Amount	Voucher
50493	05/04/2018	AWCLIF	Association of Washington Cities	211.50	50,493
50494	05/04/2018	AWCMED	AWC Employee BenefitsTrust	152,566.89	50,494
50495	05/04/2018	CASDU	Caifornia State Disbursement Unit	663.50	50,495
50496	05/04/2018	ICMA401	ICMA 401	51,777.51	50,496
50497	05/04/2018	ICMA457	ICMA457	19,740.56	50,497
50498	05/04/2018	ISD	Issaquah School District	433,719.00	50,498
50499	05/04/2018	KINGPET	King County Pet Licenses	260.00	50,499
50500	05/04/2018	LWSD	Lake Washington School Dist	60,323.50	50,500
50501	05/04/2018	LEGALSHI	Legal Shield	105.65	50,501
50502	05/04/2018	NAVIA	Navia Benefits Solution	2,375.48	50,502
50503	05/04/2018	WASUPPOR	Wa State Support Registry	580.57	50,503
50504	05/04/2018	WESTCST	West Coast Adjustors	481.63	50,504
Check Total:				722,805.79	

Accounts Payable

Check Register Totals Only

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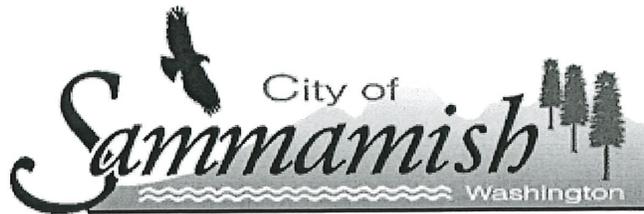


Check	Date	Vendor No	Vendor Name	Amount	Voucher
50505	05/04/2018	CENTURY	Century Link	66.99	50,505
50506	05/04/2018	COMCAST2	Comcast	379.15	50,506
50507	05/04/2018	PSE	Puget Sound Energy	192.34	50,507
50508	05/04/2018	SAM	Sammamish Plateau Water Sewer	677.46	50,508
Check Total:				1,315.94	

# Accounts Payable

## Check Register Totals Only

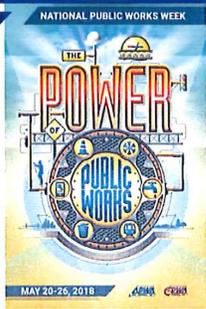
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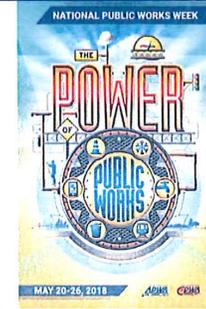
Check	Date	Vendor No	Vendor Name	Amount	Voucher
50509	05/15/2018	APEXCON	Attn: Christian Raboin Apex Consorti	111.50	50,509
50510	05/15/2018	AUTOZONE	Auto Zone	489.46	50,510
50511	05/15/2018	BEST	Best Parking Lot Cleaning, Inc	15,259.42	50,511
50512	05/15/2018	BMC	BMC East LLC	323.13	50,512
50513	05/15/2018	BUCKRYAN	Ryan Buck	153.00	50,513
50514	05/15/2018	CADMAN	Cadman, Inc.	2,734.15	50,514
50515	05/15/2018	CAMCAL	Camcal, Inc	121.86	50,515
50516	05/15/2018	CDW	CDW Govt Inc	14,812.27	50,516
50517	05/15/2018	CENTRALW	Central Welding Supply	161.47	50,517
50518	05/15/2018	CLEANWAT	Clean Water Technologies	175.00	50,518
50519	05/15/2018	CONNER-J	Conner-Jarvis LLC	73,151.99	50,519
50520	05/15/2018	CONSOLID	Consolidated Press	836.02	50,520
50521	05/15/2018	DAILY	Daily Journal of Commerce	312.80	50,521
50522	05/15/2018	EVANS	David Evans & Associates, Inc	12,720.57	50,522
50523	05/15/2018	DELINEJE	Jeremy Deline	56.24	50,523
50524	05/15/2018	DEMARCHE	Demarche Consulting Group Inc	12,000.00	50,524
50525	05/15/2018	SEAKING	Seattle King County Dept of Public H	316.00	50,525
50526	05/15/2018	DIAZ	Isabel Diaz	439.81	50,526
50527	05/15/2018	DISTASIO	Traci DiStasio	500.00	50,527
50528	05/15/2018	DRIFTMIE	Driftmier Architects, P.S.	9,164.24	50,528
50529	05/15/2018	EASTDANC	Eastlake Dance Boosters	500.00	50,529
50530	05/15/2018	EASTFIRE	Eastside Fire & Rescue	624,220.50	50,530
50531	05/15/2018	ELTEC	Eltec Systems LLC	621.49	50,531
50532	05/15/2018	EVERFORD	Evergreen Ford	347.71	50,532
50533	05/15/2018	FASTENAL	Fastenal Industrial Supplies	471.75	50,533
50534	05/15/2018	FEHRPEER	Fehr & Peers	29,044.33	50,534
50535	05/15/2018	FIREPROT	Fire Protection, Inc.	815.39	50,535
50536	05/15/2018	1STAMERI	First American Title Company	155.00	50,536
50537	05/15/2018	FISHJOHN	John Fish	111.00	50,537
50538	05/15/2018	FLORES	Dawn Flores	71.81	50,538
50539	05/15/2018	GOODSON	David M. Goodson	420.00	50,539
50540	05/15/2018	GRAINGER	Grainger	3,593.86	50,540
50541	05/15/2018	GRAYOS	Gray & Osborne, Inc.	21,512.50	50,541
50542	05/15/2018	GREATAME	Great America Financial Services	130.90	50,542
50543	05/15/2018	HDFOWL	H. D. Fowler Company	272.10	50,543
50544	05/15/2018	HAMPTONR	Ron Hampton	810.00	50,544
50545	05/15/2018	HARRISWO	Harris Work Systems	656.30	50,545
50546	05/15/2018	HAYES	JR Hayes & Sons	606,886.18	50,546
50547	05/15/2018	HERMANSO	Hermanson Co LLP	1,832.42	50,547
50548	05/15/2018	HERRERA	Herrera Environmental Consult.	27,031.17	50,548
50549	05/15/2018	HIGHTAIL	Hightail, Inc.	643.50	50,549
50550	05/15/2018	HOMEDE	Home Depot	3,868.59	50,550
50551	05/15/2018	HONEY	Honey Bucket	1,858.21	50,551
50552	05/15/2018	HORVATH	Peter S. Horvath	52.00	50,552
50553	05/15/2018	HWA	HWA GeoSciences, Inc	1,178.84	50,553
50554	05/15/2018	ISSFOOD	Issaquah Food & Clothing Bank	1,875.00	50,554
50555	05/15/2018	ISSFOUND	Issaquah Schools Foundation	2,125.00	50,555
50556	05/15/2018	JEV	JEV Recycling Inc	60.00	50,556
50557	05/15/2018	JOHNSONK	Kevin Johnson	6.00	50,557
50558	05/15/2018	KDBCO	Kent D. Bruce Co. LLC	89.17	50,558

Check	Date	Vendor No	Vendor Name	Amount	Voucher
50559	05/15/2018	KINGFI	King County Finance A/R	35,155.46	50,559
50560	05/15/2018	KCRADIO	King Cty Radio Comm Svcs	1,072.50	50,560
50561	05/15/2018	KPG	KPG Interdisciplinary Design	3,067.00	50,561
50562	05/15/2018	KRAYNAKL	Lori Kraynak	46.33	50,562
50563	05/15/2018	KNIGHTS	Kron	375.00	50,563
50564	05/15/2018	KWANALEX	Alex Kwan	99.00	50,564
50565	05/15/2018	LAKESIDE	Lakeside Industries	1,163.07	50,565
50566	05/15/2018	LEXIS	Lexis Nexis Risk Data Mgmt	55.77	50,566
50567	05/15/2018	LUNTJOHN	John Lunt	740.00	50,567
50568	05/15/2018	MAILPO	Mail Post	537.84	50,568
50569	05/15/2018	maren	Marenekos Rock Center	956.33	50,569
50570	05/15/2018	MATHIS	Mathis Exterminating	165.00	50,570
50571	05/15/2018	MINUTE	Minuteman Press	55.00	50,571
50572	05/15/2018	MORUP	Morup Signs Inc	330.00	50,572
50573	05/15/2018	NAMI	NAMI Eastside	750.00	50,573
50574	05/15/2018	NOVELTY	Novelty Hill Development	10,000.00	50,574
50575	05/15/2018	NUVELOCI	Nuvelocity	2,545.88	50,575
50576	05/15/2018	OLSENDAN	Dane Olsen	138.59	50,576
50577	05/15/2018	ORNELASM	Manny Ornelas	55.00	50,577
50578	05/15/2018	OSBORNJ	Jason Osborn	13.00	50,578
50579	05/15/2018	OTAK	Otak	3,207.90	50,579
50580	05/15/2018	PACE	Pace Engineers, Inc.	24,420.26	50,580
50581	05/15/2018	PACAIR	Pacific Air Control, Inc	290.40	50,581
50582	05/15/2018	PACPLANT	Pacific Plants	5,376.26	50,582
50583	05/15/2018	PACSOIL	Pacific Topsoils, Inc	226.76	50,583
50584	05/15/2018	PAPE	Pape Machinery	2,128.77	50,584
50585	05/15/2018	PASTON	Cheryl Paston	69.26	50,585
50586	05/15/2018	PATRIOT	Patriot Maintenance Inc	33,336.60	50,586
50587	05/15/2018	PERTEET	Perteet, Inc.	44,960.25	50,587
50588	05/15/2018	PIONEER	Pioneer Athletics	916.31	50,588
50589	05/15/2018	PLANTSCA	Plantscapes, Inc	1,189.11	50,589
50590	05/15/2018	PLATT	Platt Electric Supply	338.04	50,590
50591	05/15/2018	PROTIMEL	Pro Time Lawn Seed	115.97	50,591
50592	05/15/2018	Provac	PRO-VAC	32,805.10	50,592
50593	05/15/2018	RAINIER	Rainier Wood Recyclers Inc	15.00	50,593
50594	05/15/2018	HALF	Robert Half Technology	7,093.18	50,594
50595	05/15/2018	RUPKE	Colleen Rupke	42.73	50,595
50596	05/15/2018	RWC	RWC Group	95,241.19	50,596
50597	05/15/2018	SAMPRES	Sammamish Presbyterian Church	5,637.40	50,597
50598	05/15/2018	SAWTELLE	Chris Sawtelle	173.00	50,598
50599	05/15/2018	SEATIM	Seattle Times	2,048.24	50,599
50600	05/15/2018	SEQUOYAH	Sequoyah Electric, LLC	5,810.59	50,600
50601	05/15/2018	SITEONE	Site One Landscape Supply LLC	505.85	50,601
50602	05/15/2018	SMARSH	Smarsh	451.50	50,602
50603	05/15/2018	SMS	SMS Cleaning, Inc	2,700.00	50,603
50604	05/15/2018	STANTEC	Stantec Consulting Services	983.75	50,604
50605	05/15/2018	STEVENS	Andrew Stevens	214.41	50,605
50606	05/15/2018	TERRACON	Terracon Consultants Inc	1,050.00	50,606
50607	05/15/2018	PARTWORK	The Part Works, Inc	430.75	50,607
50608	05/15/2018	WATERSH	The Watershed Company	3,885.00	50,608
50609	05/15/2018	THOMASJE	Jeff Thomas	28.99	50,609
50610	05/15/2018	TREESOLU	Tree Solutions Inc	310.00	50,610
50611	05/15/2018	TRIANGLE	Triangle Associates, Inc	890.91	50,611
50612	05/15/2018	ULINE	ULINE Shipping Supplies	2,284.54	50,612
50613	05/15/2018	UNITRENT	United Rentals NA, Inc	5,153.50	50,613
50614	05/15/2018	USBANKNA	US Bank N.A.	54.00	50,614
50615	05/15/2018	VOGELERI	Eric Vogel	2,961.39	50,615
50616	05/15/2018	WAWORK	Washington Workwear Stores Inc	108.59	50,616
50617	05/15/2018	WATSONSE	Watson Security	228.25	50,617

Check	Date	Vendor No	Vendor Name	Amount	Voucher
50618	05/15/2018	BUCHAN	Wm. Buchan, Inc.	7,500.00	50,618
50619	05/15/2018	ZUMAR	Zumar Industries, Inc.	174.87	50,619
				<u>1,827,779.04</u>	
Check Total:				<u>1,827,779.04</u>	



# Sammamish, Washington ~ Proclamation ~



## National Public Works Week

**WHEREAS,** public works services provided in and for our community are an integral part of our citizens’ everyday lives; and

**WHEREAS,** the support of an understanding and informed citizenry is vital to the efficient operation of public works systems and programs such as stormwater, streets, sewers, drinking water, public buildings, and solid waste collection; and

**WHEREAS,** the health, safety and comfort of this community greatly depends on these facilities and services; and

**WHEREAS,** the quality and effectiveness of these facilities, as well as their planning, design, construction, maintenance and emergency response are vitally dependent upon the knowledge, efforts and skill of public works professionals who are engineers, technicians, maintenance workers, administrative, managers, and officials; and

**WHEREAS,** the efficiency and effectiveness of the qualified and dedicated personnel who staff the City’s Public Works Department is materially influenced by the people’s attitude and understanding of the importance of the work they perform,

**Now, therefore,** I, Christie Malchow, Mayor and the City Council of the City of Sammamish, do hereby proclaim the week of May 20 through 26, 2018 as

### “National Public Works Week”

in the City of Sammamish, and I call upon all citizens and civic organizations to acquaint themselves with the issues involved in providing our public works and to recognize the contributions which public works staff and officials make every day to our health, safety, comfort, and quality of life.

Signed this 15<sup>th</sup> day of May, 2018

\_\_\_\_\_  
Mayor Christie Malchow



**Agenda Bill**  
 City Council Regular Meeting  
 May 15, 2018



<b>SUBJECT:</b>	Final Project Acceptance: Inglewood Hill Stormwater Retrofit and Non-motorized Improvement Project: Contract #C2016-165	
<b>DATE SUBMITTED:</b>	May 04, 2018	
<b>DEPARTMENT:</b>	Public Works	
<b>NEEDED FROM COUNCIL:</b>	<input checked="" type="checkbox"/> Action <input type="checkbox"/> Direction <input type="checkbox"/> Informational	
<b>RECOMMENDATION:</b>	Approve Contract #C2016-165 with Marshbank Construction, Inc., for a final construction amount of \$4,619,850 and adopt resolution No. R2018-_____ accepting construction of the Inglewood Hill Stormwater Retrofit and Non-motorized Improvement Project as complete.	
<b>EXHIBITS:</b>	<a href="#">1. Exhibit 1 - Resolution - Final Acceptance - Inglewood Stormwater Retrofit</a> <a href="#">2. Exhibit 2 - Final Contract Voucher Certificate Inglewood</a>	
<b>BUDGET:</b>		
<b>Total dollar amount</b>	\$4,619,850	<input checked="" type="checkbox"/> <b>Approved in budget</b>
<b>Fund(s)</b>	Stormwater Capital Fund, Non-motorized Improvement Fund, Grants, Sammamish Plateau Water	<input type="checkbox"/> <b>Budget reallocation required</b>
		<input type="checkbox"/> <b>No budgetary impact</b>
<b>WORK PLAN FOCUS AREAS:</b>		
<input checked="" type="checkbox"/> Transportation	<input checked="" type="checkbox"/> Community Safety	
<input type="checkbox"/> Communication & Engagement	<input checked="" type="checkbox"/> Community Livability	
<input type="checkbox"/> High Performing Government	<input type="checkbox"/> Culture & Recreation	
<input checked="" type="checkbox"/> Environmental Health & Protection	<input type="checkbox"/> Financial Sustainability	

**NEEDED FROM COUNCIL:**  
 Shall Council accept the Inglewood Hill Stormwater Retrofit and Non-motorized Improvement Project with Marshbank Construction, Inc. as complete?

**KEY FACTS AND INFORMATION SUMMARY:**

**Summary:**

The [Inglewood Hill Stormwater Retrofit and Non-motorized Improvement Project](#) provided needed water quality treatment and conveyance systems where previously there were none and constructed over 2,800 lineal feet of non-motorized improvements. All work for the project has been completed in accordance with the project specifications. The recommended action approves the final contract amount and constitutes the final acceptance of the work. There were no contractor claims filed against the City, and no liquidated damages were assessed against the contractor.

**Background:**

On May 17, 2016 Council authorized the City Manager to award and execute a contract with the lowest responsive and responsible bidder, Marshbank Construction, Inc., for construction of the Inglewood Hill Stormwater Retrofit and Non-motorized Improvement Project in an amount not to exceed \$4,466,394 and to administer a construction contingency in the amount of \$669,959.

The project commenced on July 5, 2016, and was physically completed on March 15, 2018.

The project is the recipient of the Seattle Chapter *American Society of Civil Engineers* for Local Outstanding Civil Engineering Achievement Award in the water resources category.

**FINANCIAL IMPACT:**

The completed improvements were constructed within the project budget. A summary of the actual project expenditures, by budget number, and reimbursements are provided below.

<b>Project Budget</b>		<b>Construction Actual</b>
Stormwater Capital Fund	438-461-595-40-63-00	\$ 2,265,184
Non-motorized Improvement Fund	340-406-595-62-63-00	\$ 2,354,666
<b>TOTAL PROJECT EXPENDITURES</b>		<b>\$ 4,619,850</b>
Grants	438-461-595-40-63-00	\$(1,101,078)
Sammamish Plateau Water	340-406-595-62-63-00	\$(784,742)
<b>TOTAL PROJECT REIMBURSEMENTS</b>		<b>\$ (1,885,820)</b>
<b>TOTAL PROJECT COST TO CITY:</b>		<b>\$ 2,734,030</b>

The total contract amount was within the approved budget and construction contingency amounts authorized by council.

**OTHER ALTERNATIVES CONSIDERED:**

No alternatives. The project has been deemed complete and final authorization is needed to complete the close-out paperwork.

**RELATED CITY GOALS, POLICIES, AND MASTER PLANS:**

City of Sammamish Storm and Surface Water Management Comprehensive Plan

- Goal 5 – Prepare a multi-year list of Capital Improvement Projects that address the City's storm and surface water priorities
  - Action G.5.1.A Identify grant-eligible capital projects and pursue grants and other partnerships as a source of funding
  - Action G.5.1.B Finance on ongoing Water Quality Opportunity Fund to implement water quality improvements beyond what is required in partnership with other City projects, other agency sponsored projects or with special interest groups.

City of Sammamish Comprehensive Plan

**Goal T.2 Greater Options and Mobility** Invest in transportation systems that offer greater options, mobility and access in support of the city's growth strategy.

- *Policy T.2.1 Encourage an increase in the proportion of trips made by transportation modes other than driving alone.*
- *Policy T.2.3 Encourage the promotion of the mobility of people and goods through a multi-modal transportation system consistent with regional priorities and Vision 2040.*
- *Policy T.2.12 Design, construct, operate, and maintain transportation facilities to serve all users safely and conveniently, including motorists, pedestrians, bicyclists and transit users. Pedestrian crossings should be consistent with the citizens' desire to develop and maintain a pedestrian-friendly, walkable community.*

**Goal T.3 Operations, Maintenance, Management and Safety**

As a high priority, maintain, preserve, and operate the city's transportation system in a safe and functional state.

- *Policy T.3.4 Design or redesign arterial and connector streets, including retrofit projects, to improve traffic flow, accommodate a range of motorized and non-motorized travel modes in order to reduce injuries and fatalities and to encourage non-motorized travel. The design should include well-defined, safe and appealing spaces for pedestrians and bicyclists.*

**Goal T.4 Sustainability**

Design and manage the city's transportation system to minimize the negative impacts of transportation on the natural environment, to promote public health and safety, and to achieve optimum efficiency

- *Policy T.4.8 Integrate the needs of pedestrians and bicyclists in the local and regional transportation plans and systems.*

**CITY OF SAMMAMISH  
WASHINGTON  
RESOLUTION NO. R2018-**

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**A RESOLUTION OF THE CITY OF SAMMAMISH,  
WASHINGTON, ACCEPTING THE INGLEWOOD  
HILL STORMWATER RETROFIT AND NON-  
MOTORIZED IMPROVEMENT PROJECT AS  
COMPLETE**

WHEREAS, at the Council meeting of May 17, 2016 the City Council authorized award of the construction contract for the Inglewood Hill Stormwater Retrofit and Non-motorized Improvement Project; and

WHEREAS, the City Manager entered into Contract C2016-165 for construction of the Inglewood Hill Stormwater Retrofit and Non-motorized Improvement Project with Marshbank Construction, Inc. on May 18, 2016; and

WHEREAS, the project was substantially completed by the contractor on May 8, 2017; and

WHEREAS, the project was completed within the adopted project budget and within the authorized construction contract plus contingencies amount;

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

Section 1. Project Acceptance. The City of Sammamish hereby accepts the Inglewood Hill Stormwater Retrofit and Non-motorized Improvement Project as complete.

Section 2. Authorization of Contract Closeout Process. The City of Sammamish Director of Public Works and City Clerk are hereby authorized to complete the contract closure process upon receiving appropriate clearances from the Department of Revenue, and the Department of Employment Security.

Section 3. Effective Date. This resolution shall take effect immediately upon signing.

**PASSED BY THE CITY COUNCIL AT A REGULAR MEETING THEREOF ON  
THE 15<sup>th</sup> DAY OF MAY, 2018.**

CITY OF SAMMAMISH

\_\_\_\_\_  
Christie Malchow, Mayor

ATTEST/AUTHENTICATED:

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

Approved as to form:

\_\_\_\_\_  
Mike Kenyon, City Attorney

Filed with the City Clerk: May 10, 2018  
Passed by the City Council: May 15, 2018  
Resolution No.: R2018-



## Final Contract Voucher Certificate

Contractor Marshbank Construction, Inc.			
Street Address PO BOX 97, 3304 Old Hartford Road			
City Lake Stevens	State WA	Zip 98258	Date 4/30/2018
City Project Number N/A	Federal Aid Project Number N/A	City Contract Number C2016-165	
Contract Title Inglewood Hill Stormwater Retrofit and Non-motorized Improvement Project			
Date Work Physically Completed March 15, 2018		Final Amount \$ 4,619,850.74	

### Contractor's Certification

I, The undersigned, having first been duly sworn, certify that I am authorized to sign for the claimant; that in connection with the work performed and to the best of my knowledge no loan, gratuity or gift in any form whatsoever has been extended to any employee of the City of Sammamish nor have I rented or purchased any equipment or materials from any employee of the City of Sammamish; I further certify that the attached final estimate is a true and correct statement showing all the monies due me from the City of Sammamish for work performed and material furnished under this contract; that I have carefully examined said final estimate and understand the same and that I hereby release the City of Sammamish from any and all claims of whatsoever nature which I may have, arising out of the performance of said contract, which are not set forth in said estimate.

X   
Contractor Authorized Signature Required

DAVID MARSHBANK  
Print Signature Name

Subscribed and sworn to before me this 20<sup>th</sup> day of MAY 20 18

X Notary Public in and for the State of Washington

residing at Lake Stevens

### City of Sammamish

I, certify the attached final estimate to be based upon actual measurement, and to be true and correct. Approved Date 5/4/18

X   
Project Engineer/Project Administrator

X   
City Engineer

This Final Contract Voucher is to be prepared by the Project Engineer or Project Administrator. Contractors Claims, if any, must be included and the Contractors Certification must be labeled indicating a claim attached.

**Agenda Bill**  
 City Council Regular Meeting  
 May 15, 2018



<b>SUBJECT:</b>	Resolution: Sammamish Youth Board Appointments 2018-2019											
<b>DATE SUBMITTED:</b>	May 01, 2018											
<b>DEPARTMENT:</b>	Parks & Recreation											
<b>NEEDED FROM COUNCIL:</b>	<input checked="" type="checkbox"/> Action <input type="checkbox"/> Direction <input type="checkbox"/> Informational											
<b>RECOMMENDATION:</b>	City Council appointment of the Sammamish Youth Board Leadership Committee's recommended students to the 2018 - 2019 Sammamish Youth Board.											
<b>EXHIBITS:</b>	<a href="#">Exhibit 1 - Resolution -2018-2019 SYB Appointments</a>											
<b>BUDGET:</b>	<table border="0"> <tr> <td><b>Total dollar amount</b></td> <td>\$2,500</td> <td><input checked="" type="checkbox"/> <b>Approved in budget</b></td> </tr> <tr> <td><b>Fund(s)</b></td> <td>001-076-571-18-31-00</td> <td><input type="checkbox"/> <b>Budget reallocation required</b></td> </tr> <tr> <td></td> <td></td> <td><input type="checkbox"/> <b>No budgetary impact</b></td> </tr> </table>			<b>Total dollar amount</b>	\$2,500	<input checked="" type="checkbox"/> <b>Approved in budget</b>	<b>Fund(s)</b>	001-076-571-18-31-00	<input type="checkbox"/> <b>Budget reallocation required</b>			<input type="checkbox"/> <b>No budgetary impact</b>
<b>Total dollar amount</b>	\$2,500	<input checked="" type="checkbox"/> <b>Approved in budget</b>										
<b>Fund(s)</b>	001-076-571-18-31-00	<input type="checkbox"/> <b>Budget reallocation required</b>										
		<input type="checkbox"/> <b>No budgetary impact</b>										
<b>WORK PLAN FOCUS AREAS:</b>	<table border="0"> <tr> <td><input type="checkbox"/>  Transportation</td> <td><input type="checkbox"/>  Community Safety</td> </tr> <tr> <td><input checked="" type="checkbox"/>  Communication &amp; Engagement</td> <td><input type="checkbox"/>  Community Livability</td> </tr> <tr> <td><input type="checkbox"/>  High Performing Government</td> <td><input checked="" type="checkbox"/>  Culture &amp; Recreation</td> </tr> <tr> <td><input type="checkbox"/>  Environmental Health &amp; Protection</td> <td><input type="checkbox"/>  Financial Sustainability</td> </tr> </table>			<input type="checkbox"/> Transportation	<input type="checkbox"/> Community Safety	<input checked="" type="checkbox"/> Communication & Engagement	<input type="checkbox"/> Community Livability	<input type="checkbox"/> High Performing Government	<input checked="" type="checkbox"/> Culture & Recreation	<input type="checkbox"/> Environmental Health & Protection	<input type="checkbox"/> Financial Sustainability	
<input type="checkbox"/> Transportation	<input type="checkbox"/> Community Safety											
<input checked="" type="checkbox"/> Communication & Engagement	<input type="checkbox"/> Community Livability											
<input type="checkbox"/> High Performing Government	<input checked="" type="checkbox"/> Culture & Recreation											
<input type="checkbox"/> Environmental Health & Protection	<input type="checkbox"/> Financial Sustainability											

**NEEDED FROM COUNCIL:**  
 Does the Council approve the Sammamish Youth Board Leadership Committee's recommended students to the 2018 - 2019 Sammamish Youth Board?

**KEY FACTS AND INFORMATION SUMMARY:**  
 The City Council created the Sammamish Youth Board in June 2001 to serve as an advisory board on behalf of the community's youth. Since its inception, the 35-40 member annual group aims to address problems, concerns and needs of the Sammamish youth, while providing leadership development of the board members and community activities.

Members are selected annually through a formal application process to ensure a broad representation of Sammamish youth. In the spring of each year, the City Council appoints new SYB members for the

upcoming school year. The size of the Sammamish Youth Board varies from year to year and tackles a wide range of service projects and community events based on the board memberships selection. The SYB also includes a leadership team which is elected by the board membership every year. These leadership positions include the Chair, Co-Chair, Secretary, City Liaison, Community Service Chair and Programs Chair.

Seventy (70) applications were received for the 2018-2019 Sammamish Youth Board. All applications were reviewed and evaluated by the six-member leadership team of the current SYB and a member of city staff. The recommendation from the review team is to accept all reapplying current members (a total of 23 applicants) and after careful consideration, accept 23 of the 47 new applications. The established practice is to objectively (no names revealed) review and score all applicants. A score threshold is determined and some applicants are not selected based on incomplete applications or failure to demonstrate the qualities the leadership committee deems as minimal requirements. The evaluation team strongly believes the size of the SYB be regulated to a manageable range to best manage group dynamics and encourage individual relationship building.

The 2018-19 recommended Sammamish Youth Board is comprised of 46 members, providing a broad representation of Sammamish youth from all schools within the city. A overview of SYB demographics for the upcoming 2018-19 school year include:

<b>Members</b>	<b>Zip Code</b>
24	98074 - Sammamish
18	98075 - Sammamish
4	98029 – Klahanie

<b>Members</b>	<b>School</b>
16	Skyline High School
17	Eastlake High School
3	Tesla STEM High School
4	Eastside Catholic High School
1	International Community School
1	Redmond High School
2	Inglewood Middle School
2	Beaver Lake Middle School

<b>Members</b>	<b>School District</b>
24	Lake Washington School District
18	Issaquah School District
4	Private Schools

**FINANCIAL IMPACT:**

Annual amount of \$2,500 approved in the 2017-18 budget.

**OTHER ALTERNATIVES CONSIDERED:**

If not approved, the 2018-19 Sammamish Youth Board and related activities would cease to exist for the upcoming school year.

**RELATED CITY GOALS, POLICIES, AND MASTER PLANS:**

[2018 Parks, Recreation and Open Space Plan](#)

**CITY OF SAMMAMISH  
WASHINGTON  
RESOLUTION NO. R2018-**

**A RESOLUTION OF THE CITY COUNCIL FOR THE CITY  
OF SAMMAMISH, WASHINGTON APPOINTING  
MEMBERS TO THE SAMMAMISH YOUTH BOARD**

Whereas, The City of Sammamish, Washington recognizes that positive interaction with youth is important to the quality of life of a community, and is an important investment in the future of the city; and,

Whereas, the views of youth are important to the City of Sammamish and its citizens; and,

Whereas, in order to fully utilize the valuable resources available in the youth of the City and in order to best equip the City to be able to address problems, concerns and needs of the youth of the City, it is appropriate to establish a Youth Board for the City; and,

Whereas, the Sammamish Youth Board should consist of youth and teen residents of the City of Sammamish and should represent a broad interest of the youth of our city; and,

Whereas, the City Council adopted Resolution 2001-74 forming a Sammamish Youth Board; and,

Whereas, Youth Board members and staff received and reviewed nearly fifty applications from motivated and highly interested youth; and,

Whereas, the Youth Board Task Force recommended that the City Council appoint the following 46 students to the 2018-2019 Sammamish Youth Board:

Aaditya	Prasad	Tesla STEM high School	9
Aleena	Haris	Skyline High School	11
Amrita	Vivekanandan	Skyline High School	11
Ananya	Ahuja	Inglewood Middle School	8
Ananya	Goparaju	Skyline High School	11
Anika	Wottreng	Eastside Catholic High School	11
Atul	Rao	Eastlake High School	11
Aurora	Anderson	Eastside Catholic High School	11
Caia	Bornfreund	Eastlake High School	11
Chaithannya	Thandu	Inglewood Middle School	8
Devika	Dwivedi	Eastlake High School	9
Emily	Taylor	Eastlake High School	10

Emma	Lapinsky	Skyline High School	12
Gauri	Srikumar	Eastlake High School	10
Giorgio	Matessi	Eastlake High School	11
Jaime	Lee	Eastlake High School	12
Jake	Harper	Skyline High School	10
Jaskaran	Dhillon	Eastlake High School	9
Jeremy	Unger	Skyline High School	9
Kavya	Yerramilli	Skyline High School	9
Kushagra	Verma	Skyline High School	10
Lauren	Kim	Tesla STEM High School	12
Layasri	Ranjith	Eastlake High School	10
Liam	McKorkle	Eastlake High School	11
Luis Cesar	Sanguedado	Skyline High School	12
Meghan	Oh	Tesla STEM High School	11
Mihir	Sardesai	Redmond High School	12
Nabrath	Sheriff	Eastlake High School	11
Nathan	Shi	Skyline High School	9
Ndidi	Nzenwa	Eastlake High School	12
Owen	Bernstein	Eastside Catholic High School	12
Pranavi	Peddibhotla	Eastlake High School	10
Rohan	Krishnan	Eastlake High School	10
Rohan	Thandu	Eastlake High School	11
Serina	Yasuda	Skyline High School	12
Shananda	Dokka	Beaver Lake Middle School	9
Shavi	Sikaria	Eastlake High School	12
Shirley	Hu	Skyline High School	12
Shivali	Ahuja	Eastlake High School	10
Shridhar	Gaur	Skyline High School	10
Shweta	Narayanan	Skyline High School	9
Siya	Mistry	Skyline High School	9
Tad	Schaefer	Eastside Catholic High School	9
Tara	Thirumurthy	Beaver Lake Middle School	8
Thevina	Dokka	Skyline High School	10
Vivian	Lee	International Community School	9

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

Section 1. Formation of a Sammamish Youth Board: The City Council hereby appoints the above members to the Sammamish Youth Board.

Section 2. Term: Under Resolution R2001-74 all members serve one-year terms beginning September 1. Members are encouraged to reapply for multiple service terms.

Section 3. Severability: Should any section, paragraph, sentence, clause or phrase of this Resolution, or its application to any person or circumstance, be declared unconstitutional or otherwise invalid for any reason, or should any portion of this Resolution be pre-empted by state or federal law or regulation, such decision or pre-emption shall not affect the validity of the remaining portions of this Resolution or its application to other persons or circumstances.

**ADOPTED BY THE CITY COUNCIL AT A REGULAR MEETING THEREOF ON THE \_\_\_\_\_ DAY OF \_\_\_\_\_ 2018.**

CITY OF SAMMAMISH

\_\_\_\_\_  
Mayor Christie Malchow

ATTEST/AUTHENTICATED:

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

Approved as to form:

\_\_\_\_\_  
Mike Kenyon, City Attorney

Filed with the City Clerk:

Passed by the City Council:

Resolution No.: R2018 - \_\_\_\_\_

**Agenda Bill**  
**City Council Regular Meeting**  
**May 15, 2018**



<b>SUBJECT:</b>	Zackuse Creek Fish Passage & Stream Restoration Project - Bid Award	
<b>DATE SUBMITTED:</b>	May 04, 2018	
<b>DEPARTMENT:</b>	Public Works	
<b>NEEDED FROM COUNCIL:</b>	<input checked="" type="checkbox"/> Action <input type="checkbox"/> Direction <input type="checkbox"/> Informational	
<b>RECOMMENDATION:</b>	Authorize the City Manager to award and execute a contract with Pacific Civil & Infrastructure, Inc. for construction of the Zackuse Creek Fish Passage & Stream Restoration Project in the amount of \$1,327,956 and administer a twenty percent (20%) project construction contingency in the amount of \$265,951.	
<b>EXHIBITS:</b>	<a href="#">1. Exhibit 1 - Bid Summary</a> <a href="#">2. Exhibit 2 - Project Map</a>	
<b>BUDGET:</b>		
<b>Total dollar amount</b>	\$1,327,956	<input checked="" type="checkbox"/> <b>Approved in budget</b>
<b>Fund(s)</b>	Zackuse Creek Fish Passage and Stream Restoration, 438-431-595-40-63-00	<input type="checkbox"/> <b>Budget reallocation required</b> <input type="checkbox"/> <b>No budgetary impact</b>
<b>WORK PLAN FOCUS AREAS:</b>		
<input type="checkbox"/> Transportation	<input type="checkbox"/> Community Safety	
<input type="checkbox"/> Communication & Engagement	<input type="checkbox"/> Community Livability	
<input type="checkbox"/> High Performing Government	<input type="checkbox"/> Culture & Recreation	
<input checked="" type="checkbox"/> Environmental Health & Protection	<input type="checkbox"/> Financial Sustainability	

**NEEDED FROM COUNCIL:**  
 Should the City of Sammamish enter into a contract with the apparent low bidder, Pacific Civil & Infrastructure, Inc., to construct a fish passable culvert under East Lake Sammamish Parkway and restore a portion of Zackuse Creek?

**KEY FACTS AND INFORMATION SUMMARY:**  
 The Zackuse Creek Fish Passage & Stream Restoration Project was publicly advertised for construction in April 2018. Four (4) contractors submitted bid proposals for this project. Bid proposals were

opened May 3, 2018. Pacific Civil & Infrastructure, Inc. has been verified as the lowest responsive and responsible bidder.

### **Background**

The Zackuse Creek Fish Passage & Stream Restoration Project features construction of a new fish passable culvert under East Lake Sammamish Parkway located south of Louis Thompson Road. The project also includes restoring approximately 400 lineal feet of Zackuse Creek upstream of the culvert.

Additional project information can be viewed on the [project webpage](#).

### **FINANCIAL IMPACT:**

The estimated project cost and construction contingency, based on the lowest bidder's cost proposal, is \$1,327,956. This project is funded through the Surface Water Capital Improvement Fund and \$984,000 in grants.

### **OTHER ALTERNATIVES CONSIDERED:**

Failure to award a construction contract will result in a delay of providing fish access and spawning habitat for the 2018/2019 late-run kokanee on Zackuse Creek. It may also result in a loss of grant funding for this project in the amount of \$984,000 and could harm the City's ability to compete for future King County Flood Control District and other grant funding opportunities. This action would also jeopardize the considerable time and funds the City has spent on project design and permitting.

### **RELATED CITY GOALS, POLICIES, AND MASTER PLANS:**

[City of Sammamish 2017-2022 Stormwater Capital Improvement Plan](#)

[City of Sammamish Storm and Surface Water Management Comprehensive Plan](#)

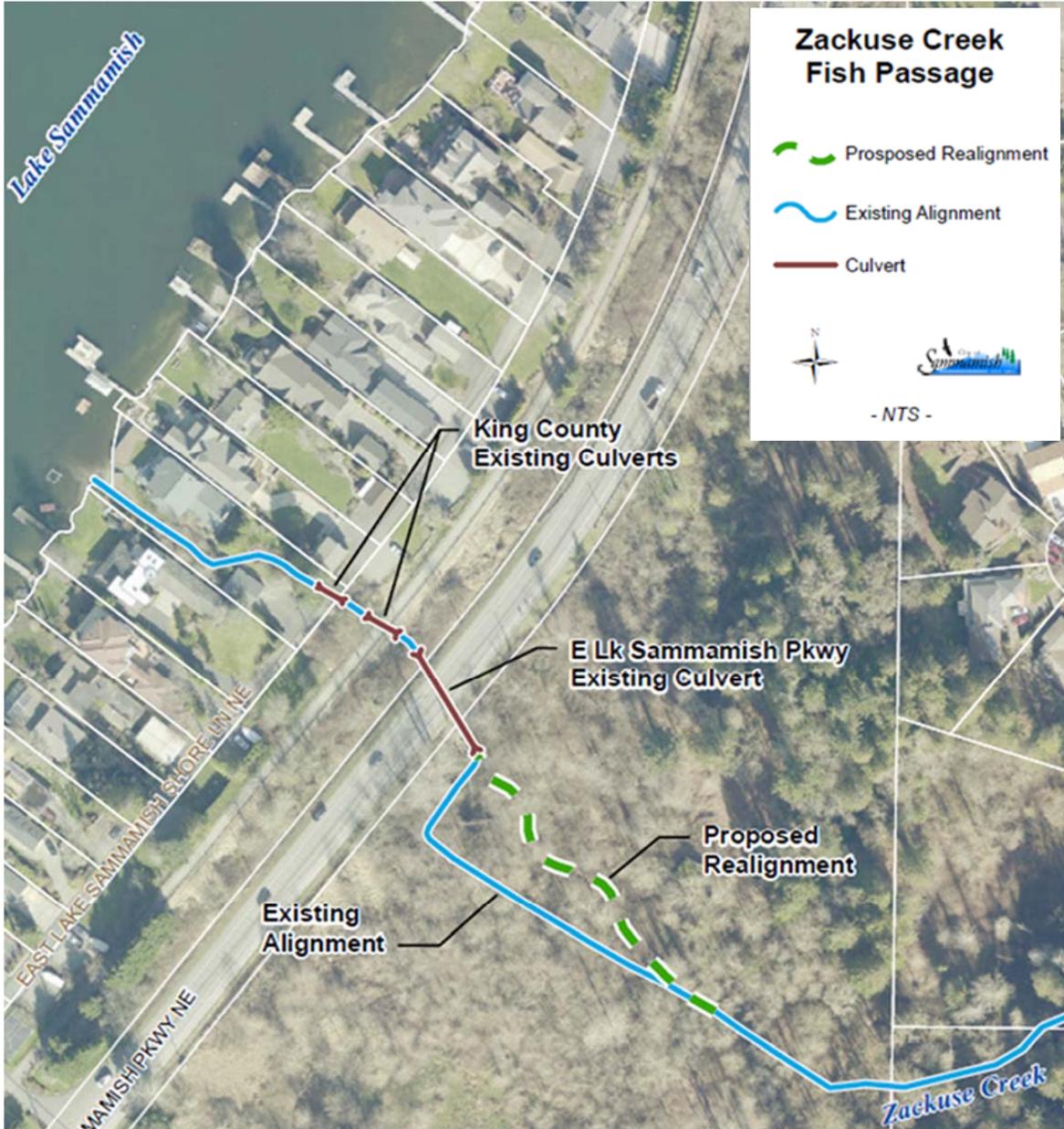
- Goal 4 – Promote the recovery of Lake Sammamish kokanee and other threatened or endangered salmonids.
  - Action G.4.2.B – Support Kokanee Work Group Blueprint and WRIA 8 Implementation Plan Projects.

Exhibit 1

**Zackuse Creek Fish Passage and Stream Restoraton Project**  
**Bid Summary**  
**Bid Opening 5/3/18**

	Engineer's Estimate	Pacific Civil and Infrastructure	Rodarte	McCann Construction Enterprises	Frank Coluccio Construction
Schedule A1	\$ 570,801	\$ 562,645	\$ 567,955	\$ 542,113	\$ 907,726
Schedule A2	\$ 721,975	\$ 666,460	\$ 919,283	\$ 1,009,703	\$ 1,327,165
Schedule A3	\$ 131,879	\$ 98,852	\$ 127,468	\$ 136,131	\$ 160,023
<b>BID TOTAL</b>	<b>\$ 1,424,655</b>	<b>\$ 1,327,956</b>	<b>\$ 1,614,705</b>	<b>\$ 1,687,946</b>	<b>\$ 2,394,913</b>

Exhibit 2



**Agenda Bill**  
 City Council Regular Meeting  
 May 15, 2018



<b>SUBJECT:</b>	Temporary Employee Extension Request	
<b>DATE SUBMITTED:</b>	May 07, 2018	
<b>DEPARTMENT:</b>	Information Technology (IT)	
<b>NEEDED FROM COUNCIL:</b>	<input checked="" type="checkbox"/> Action <input type="checkbox"/> Direction <input type="checkbox"/> Informational	
<b>RECOMMENDATION:</b>	Extend temporary employee IT support technician through 12/31/18. The temporary employee is employed by Robert Half and Associates, a temporary employee placement agency.	
<b>EXHIBITS:</b>	<a href="#">1. Exhibit 1 - Supplemental Amendment</a> <a href="#">2. Exhibit 2 C2017-240 - Robert Half International - IT Support</a>	
<b>BUDGET:</b>		
<b>Total dollar amount</b>	\$50,000.00	<input checked="" type="checkbox"/> <b>Approved in budget</b>
<b>Fund(s)</b>	502-000-518-81-41-00 Professional Service Technology Replacement Fund	<input type="checkbox"/> <b>Budget reallocation required</b> <input type="checkbox"/> <b>No budgetary impact</b>
<b>WORK PLAN FOCUS AREAS:</b>		
<input type="checkbox"/> Transportation	<input type="checkbox"/> Community Safety	
<input type="checkbox"/> Communication & Engagement	<input type="checkbox"/> Community Livability	
<input checked="" type="checkbox"/> High Performing Government	<input type="checkbox"/> Culture & Recreation	
<input type="checkbox"/> Environmental Health & Protection	<input type="checkbox"/> Financial Sustainability	

**NEEDED FROM COUNCIL:**

Temporary Employee Extension Request

**KEY FACTS AND INFORMATION SUMMARY:**

The 6-month contract with Robert Half & Associates for this temporary employee was executed on October 20, 2017, with a total contract limit of \$45,000.00 (\$35.00 per hour). The position is End User Support Technician and provides end user phone and in-person technical support to City staff and other end users, such as configuring desktops, laptops and printers, and assisting with support, administrative and infrastructure related tasks as needed. We need this position to continue to provide this assistance going forward to accomplish on-going IT tasks.

**FINANCIAL IMPACT:**

The funding for this position was approved in the 2017/2018 Budget. "2018 \$100,000 help desk contracted support"

**OTHER ALTERNATIVES CONSIDERED:**

The IT staff is currently 2 regular FTEs. The department has been without an IT Manager for several months. Without this temporary help, many necessary or desired tasks may be delayed or not done at all.



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**CITY OF SAMMAMISH****PERSONAL/PROFESSIONAL SERVICES AGREEMENT (SF)**

This Agreement is entered by and between the City of Sammamish, Washington, hereafter referred to as the "City," and Robert Half International Inc., doing business through its division Robert Half Technology, hereafter referred to as the "Contractor".

WHEREAS, the City has a need to have certain services performed; and

WHEREAS, the City desires to have the Contractor perform such services pursuant to certain terms and conditions;

NOW, THEREFORE, in consideration of the mutual benefits and conditions set forth below, the parties hereto agree as follows:

1. **Scope of Services to be Performed by Contractor.** The Contractor shall perform those services described on Exhibit "A" attached hereto and incorporated herein. In performing such services, the Contractor shall at all times comply with all federal, state, and local statutes, rules, and ordinances applicable to the performance of such services.
2. **Compensation and Method of Payment.** Once a suitable candidate has been selected and has started work, The City shall pay the Contractor for services rendered in a sum up to \$35 per hour with hourly rates agreed on a case-by-case basis in writing and before such candidate has started work. Contractor will confirm an assigned employee's rates in a letter sent to City. If applicable, over time will be paid at 1.5 times that rate with a total contract sum not to exceed \$45,000.00. Upon completion of the services each week, the Contractor shall submit an invoice to the City and payment thereon shall be made within ten days following City Council approval.
3. **Duration of Agreement.** This Agreement shall be in full force and effect from the date of execution through 180 days thereafter.
4. **Independent Contractor.** The Contractor and the City agree that the Contractor is an independent contractor with respect to the services provided pursuant to this Agreement. Nothing in this Agreement shall be considered to create the relationship of employer and employee between the parties hereto. The City shall not be responsible for paying, withholding, or otherwise deducting any customary state or federal payroll deductions, or otherwise assuming the duties of an employer with respect to the Contractor or any employee of the Contractor.

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5. **Indemnification.** The Contractor shall indemnify, defend, and hold harmless the City, its agents, and employees from and against any and all liability arising from injury or death to persons or damage to property resulting in whole or in part from negligent acts or omissions of the Contractor, its agents, or employees.

6. **Insurance.**

A. The Consultant shall procure and maintain for the duration of the Agreement, insurance against claims for injuries to persons or damage to property which may arise from or in connection with the performance of the work hereunder by the Consultant, its agents, representatives, or employees.

B. Should a court of competent jurisdiction determine that this Agreement is subject to RCW 4.24.115, then, in the event of liability for damages arising out of such services, or bodily injury to persons or damages to property, caused by or resulting from the concurrent negligence of the Consultant and the City, its officers, officials, employees, and volunteers, the Consultant's liability hereunder shall be only to the extent of the Consultant's negligence.

Minimum Scope of Insurance

Consultant shall obtain insurance of the types described below:

1. Automobile Liability insurance covering all owned, non-owned, hired and leased vehicles. Coverage shall be written on Insurance Services Office (ISO) form CA 00 01 or a substitute form providing equivalent liability coverage. If necessary, the policy shall be endorsed to provide contractual liability coverage.
2. Commercial General Liability insurance shall be written on ISO occurrence form CG 00 01 and shall cover liability arising from premises, operations, independent contractors and personal injury and advertising injury. The City shall be named as an additional insured under the Contractor's Commercial General Liability insurance policy with respect to the work performed for the City.
3. Workers' Compensation coverage as required by the Industrial Insurance laws of the State of Washington.
4. Professional Liability insurance appropriate to the Consultant's profession.

Minimum Amounts of Insurance

Consultant shall maintain the following insurance limits:

1. Automobile Liability insurance with a minimum combined single limit for bodily injury and property damage of \$1,000,000 per accident.

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2. Commercial General Liability insurance shall be written with limits no less than \$1,000,000 each occurrence, \$2,000,000 general aggregate.
3. Professional Liability insurance shall be written with limits no less than \$1,000,000 per claim and \$1,000,000 policy aggregate limit.

#### **Other Insurance Provisions**

The insurance policies are to contain, or be endorsed to contain, the following provisions for Automobile Liability, Professional Liability and Commercial General Liability insurance:

1. The Consultant's insurance shall not be cancelled by either party except after thirty (30) days prior written notice has been given to the City

#### Verification of Coverage

Consultant shall furnish the City with original certificates and a copy of the amendatory endorsements, including but not necessarily limited to the additional insured endorsement, evidencing the insurance requirements of the Consultant before commencement of the work.

7. **Termination**. This Agreement may be terminated by written mutual agreement of the parties, or by one party giving to the other at least seven days advance written notice of termination.
8. **Assignment and Subcontract**. The Contractor shall not assign or subcontract any portion of the services contemplated by this Agreement without the prior written consent of the City.
9. **Entire Agreement**. This Agreement contains the entire agreement between the parties and no other agreements, oral or otherwise, regarding the subject matter of this Agreement shall be deemed to exist or bind either party. Either party may request changes to the Agreement. Proposed changes that are mutually agreed upon shall be incorporated by written amendments to this Agreement signed by both parties.
10. **Applicable Law**. This Agreement shall be governed by and construed in accordance with the laws of the State of Washington. In the event any suit, arbitration, or other proceeding is instituted to enforce any term of this Agreement, the parties specifically understand and agree that venue shall be exclusively in King County, Washington. The prevailing party in any such action shall be entitled to its attorneys' fees, expert witness fees, and costs of suit.
11. **Other Terms**. Contractor's employees assigned to perform services to City will present a time sheet to City for verification and approval at the end of each week.

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Notwithstanding anything to the contrary in this Agreement, (i) Contractor shall not be liable for, or have any duty of defense or indemnification with respect to any acts or omissions for which the City is solely at fault; (ii) Contractor's invoices are due not later than thirty (30) days of receipt; (iii) Contractor may at any time, in its sole discretion, discontinue performance of the services once the Not-To-Exceed Amount has been attained (even if Contractor continued to provide services after the Not-To-Exceed Amount was reached); (iv) City shall have sole responsibility for monitoring fees charged in relation to the Not-To-Exceed Amount; (v) City will either terminate the assignment or increase the Not-To-Exceed Amount prior to attainment of the Not-To-Exceed Amount; (vi) City shall be responsible for all charges (including charges in excess of the Not-To-Exceed Amount) in the event City fails to notify Contractor of termination of the assignment or fails to increase the Not-To-Exceed Amount; and (vii) Contractor may increase its rates to reflect increases in its cost of employing its workers due to governmental or regulatory changes (e.g., costs associated with higher minimum wages for workers or increases in taxes, benefits or other costs that may result from any applicable government authority or action). Contractor will provide written notice to City of the increase in its rates. Any increase in Contractor's rates will be prospective only and shall not become effective until after the date on which Contractor provides such written notice to the City.

Unless disclosure is otherwise required by the Public Records Act or other law, the City agrees to exercise its best efforts to hold in confidence the identity of any employee of Contractor and such employee's resume, social security number and other legally protected personal information.

City is responsible for supervising the employees assigned to perform services by Contractor. City will not permit or require any employee of Contractor performing services (i) to perform services outside of the scope of his or her assignment; (ii) to sign contracts or statements; (iii) to make any final decisions regarding system design, software development or the acquisition of hardware or software; (iv) to make any management decisions; (v) to sign, endorse, wire, transport or otherwise convey cash, securities, checks, or any negotiable instruments or valuables; (vi) to operate machinery (other than office machines) or automotive equipment; or (vii) to perform Services remotely (e.g., on premises other than City's or City's customer's premises), or to use computers or other electronic devices, software or network equipment owned or licensed by the employee of Contractor.

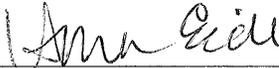
After City evaluates the performance and potential of a temporary employee of Contractor assigned to perform or provide services under this Agreement ("Assigned Individual") on the job, City may wish to employ this person directly. In such event, City agrees to pay a conversion fee. The conversion fee is payable if City hires an Assigned Individual, regardless of the employment classification, on either a fulltime, temporary (including temporary assignments through another agency) or consulting basis during assignment with City or within twelve (12) months after the last day of

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the assignment. City also agrees to pay a conversion fee if an Assigned Individual is hired by a subsidiary or other related company or business as a result of City's referral of the Assigned Individual to that company. The conversion fee will be owed and invoiced upon City's hiring of the Assigned Individual, and payment is due upon within thirty (30) days of receipt of the invoice. The conversion fee will equal to a percentage of the Assigned Individual's aggregate annual compensation, including bonuses, pursuant to the following fee schedule:

Hours Billed and Paid	Conversion Rate
Up to 173	20%
174-520	15%
521-720	10%
721 - 999	5%
1000+ hours	\$500 flat fee

ROBERT HALF INTERNATIONAL INC.<sup>BOE</sup>

By:   
 Sara Eide, Regional Vice President

DATE: 10/20/17

Address: 13920 S.E. Eastgate Way

City: Bellevue

State: Washington Zip: 98005

Phone: (425) 401-2941

Email: Attn: Regional Manager

Social Security No. or Tax Identification No. 94-1648752

CITY OF SAMMAMISH, WASHINGTON

By:   
 City Manager

DATE: 10/19/2017

C2017-240

Attest/Authenticated:

Melanie Anderson  
City Clerk

Approved as to form:

Michael Kye  
City Attorney

EXHIBIT A

Scope of Services to be Provided by Contractor

The Contractor will provide candidates for selection based on the following job description:

**End User Support Technician**

This annual contract position provides end user phone and in person technical support to City of Sammamish staff and other end users. This position operates out of Sammamish City Hall located at 801 228<sup>th</sup> Ave SE Sammamish, WA 98075.

The ideal candidate will have previous technical support experience and a thorough understanding of current and legacy platforms such as smart phones, tablets, desktops, laptops, and printers, and be able to provide personable and professional customer service to a wide range of end users that use City services.

**Essential Duties and Responsibilities**

- Answer phones and respond to electronically submitted help desk requests
- Configure desktops, laptops, printers and other hardware as assigned
- Install and configure device operating systems and/or software on phones, tablets, desktops, or laptop pc's
- Log work in ticketing system, change management systems, or other documents as required
- Assist senior IT staff with support, administrative, or infrastructure related tasks as needed
- Work a regular schedule of up to 40 hours per week

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**Knowledge, Skills and Abilities**

- Familiarity with Microsoft Windows operating systems, Microsoft Office, TCP/IP networking, cloud computing, Windows Printing, and Audio Visual tools
- Be able to lift up to 70 pounds
- Demonstrate knowledge of current and legacy technologies
- Communicate effectively, both orally and in writing
- Establish effective working relationships with City staff and the general public
- Handle multiple requests for assistance in an organized manner
- Pass a thorough background check as required by the Child/Adult Abuse Information Act or City. Any background or pre-employment checks described in this Agreement shall be performed by City. If City requires Contractor to perform background checks or other placement screenings of the employee assigned to perform or provide services, City agrees to notify Contractor prior to the start of services under this Agreement. Contractor will conduct such checks or screenings only if they are described in a signed, written amendment to this Agreement. If City requests a copy of the results of any checks conducted on Contractor's employees assigned to perform or provide services, City agrees to keep such results strictly confidential and to use such results in accordance with applicable laws and solely for employment purposes.

**Agenda Bill**  
 City Council Regular Meeting  
 May 15, 2018



<b>SUBJECT:</b>	Zackuse Creek Fish Passage and Stream Restoration Project – Professional Services Contract Amendment – Otak, Inc.	
<b>DATE SUBMITTED:</b>	May 04, 2018	
<b>DEPARTMENT:</b>	Public Works	
<b>NEEDED FROM COUNCIL:</b>	<input checked="" type="checkbox"/> Action <input type="checkbox"/> Direction <input type="checkbox"/> Informational	
<b>RECOMMENDATION:</b>	Authorize the City Manager to amend the Professional Services Contract with Otak, Inc. for the Zackuse Creek Fish Passage and Stream Restoration Project to include \$308,400 as supplemental contract amount.	
<b>EXHIBITS:</b>	<a href="#">1. Exhibit 1 - Supplemental Agreement 2</a> <a href="#">2. Exhibit 2 - Request for Contract Amendment</a>	
<b>BUDGET:</b>		
<b>Total dollar amount</b>	\$308,400	<input checked="" type="checkbox"/> <b>Approved in budget</b>
<b>Fund(s)</b>	Zackuse Creek Fish Passage and Stream Restoration, 438-431-595-40-63-00	<input type="checkbox"/> <b>Budget reallocation required</b> <input type="checkbox"/> <b>No budgetary impact</b>
<b>WORK PLAN FOCUS AREAS:</b>		
<input type="checkbox"/> Transportation	<input type="checkbox"/> Community Safety	
<input type="checkbox"/> Communication & Engagement	<input type="checkbox"/> Community Livability	
<input type="checkbox"/> High Performing Government	<input type="checkbox"/> Culture & Recreation	
<input checked="" type="checkbox"/> Environmental Health & Protection	<input type="checkbox"/> Financial Sustainability	

**NEEDED FROM COUNCIL:**

Shall the Council authorize the City Manager to amend the Professional Services Contract with Otak, Inc. for the Zackuse Creek Fish Passage and Stream Restoration Project to include \$308,400 as supplemental contract amount?

**KEY FACTS AND INFORMATION SUMMARY:**

On June 21, 2016, the City Council adopted the 2017-2022 Six-Year Stormwater Capital Improvement Plan which prioritized the design and construction of the Zackuse Creek Fish Passage and Stream

Restoration Project. On October 11, 2016, the City Council approved the Professional Services Contract with Otak, Inc. to provide engineering design and permitting. The Contract schedule was planned to allow construction completion by November 2018, in time for the beginning of the 2018-2019 late run kokanee spawning period.

The City anticipated a contract amendment to add Task 11, Engineering Support during Construction. This task provides the City with engineering review of contractor submittals and requests for information, field inspection of stream restoration work during construction, evaluation of value engineering change proposals, attendance at construction meetings, cultural resources and geotechnical special inspections, and the development of record drawings. This task will be billed on an as needed basis and may not be completely invoiced.

However, due to unanticipated project conditions, the Contract scope requires additional scope and budget amendments (Task 10) to address the following issues that arose during design and permitting:

1. Additional permitting support (portion anticipated to be reimbursed by King County Parks).
2. Additional coordination with utilities.
3. Consideration of additional design options due to constructability of culvert in subsurface peat conditions.
4. Evaluation of temporary access road (old homestead driveway) for construction staging access that reduced wetland impacts.
5. Survey discrepancies between City right-of-way and King County right-of-way.
6. Maintenance considerations that included the design of additional roadway shoulder and access hatches over the culvert.
7. The replacement of retaining walls with roadway embankment slopes to reduce long term settlement over subsurface peat.
8. King County Parks Culvert Project inclusion and removal in the Project Plans and Specifications (anticipated to be reimbursed by King County Parks).

An additional PS&E deliverable (Task 7.4) allows City review of revisions due to above unanticipated project conditions.

**FINANCIAL IMPACT:**

The financial impact of this agreement is included in the adopted budget for the Zackuse Creek Fish Passage and Stream Restoration Project and is a budgeted expense for this project.

**Total Funding Sources, secured      \$2,183,554**

**OTHER ALTERNATIVES CONSIDERED:**

Professional services are needed to support the City of Sammamish in the design and permitting of the Zackuse Creek Fish Passage and Stream Restoration Project. No other alternatives are considered that would meet the project schedule.

**RELATED CITY GOALS, POLICIES, AND MASTER PLANS:**

[City of Sammamish 2017-2022 Stormwater Capital Improvement Plan](#)

[City of Sammamish Storm and Surface Water Management Comprehensive Plan](#)

- Goal 4 – Promote the recovery of Lake Sammamish kokanee and other threatened or endangered salmonids.
- Action G.4.2.B – Support Kokanee Work Group Blueprint and WRIA 8 Implementation Plan Projects.

Exhibit 1



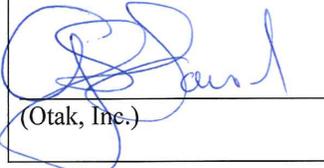
### SUPPLEMENTAL AGREEMENT

Amendment Number: 2	Date: May 4, 2018
Project: Zackuse Creek Fish Passage and Stream Restoration Project	City Project number: N/A
Consultant: Otak, Inc.	Contract Number: C2016-198

The City of Sammamish desires to amend the agreement with Otak, Inc. for the Zackuse Creek Fish Passage and Stream Restoration Project. All provisions in the basic agreement and as supplemented remain in effect except as modified by this agreement.

The changes to this agreement are described in the attached Request for Supplemental Agreement dated April 28, 2018 which includes the below work.

- Task 7.4. Final PS&E deliverable
- Task 10. Unanticipated Project Conditions
- Task 11. Engineering Services during Construction

Original Contract Amount:	Current Contract Amount	Net Change This Amendment	Estimated Contract Total After Change
<b>\$331,189</b>	<b>\$341,852</b>	<b>\$308,400</b>	<b>\$650,252</b>
 _____ (Otak, Inc.)		Approved: _____ City of Sammamish	
5.7.18 _____ Date		_____ Date	



## Memorandum

**To:** Tawni Dalziel, P.E. City of Sammamish  
**From:** Greg Laird  
**Copies:** Courtney Moore  
**Date:** April 28, 2018  
**Subject:** Zackuse Creek Fish Passage and Stream Restoration Project – Contract Amendment Request  
**Project No.:** 32794

The following request for contract scope and budget amendment for the Zackuse Creek Fish Passage Project is based on anticipated and unanticipated project conditions during the course of design and permitting. This request is presented into three additional scope tasks which includes in additional final PS&E deliverable, unanticipated project conditions, and engineering services during construction.

### Task 7.4. Final PS&E deliverable

Required to allow City review of revisions due to above unanticipated project conditions.

### Task 10 – Unanticipated Project Conditions

1. Additional permitting support due to several major project changes including the need for SEPA and local permits and the addition of King County culverts in the Army Corps and WDFW permits.
2. Additional coordination with Sammamish Plateau Water and Sewer District was needed since the original project scope did not assume deep excavation. The peat underlying ELSP and the decision to remove the peat required the design of a bypass for both water and sewer.
3. Evaluation of culvert alternatives to address unsuitable peat subsurface conditions, including evaluation of structure types, construction methods, utility relocation, and schedule for construction.
4. Evaluation of temporary access road for construction of stream restoration. The original project scope assumed wetlands would be temporarily impacted and restored for stream construction. However, during surveying, an existing access road to the north of the project was located and, through survey and design, was determined could be modified to provide very minimal impact to the existing wetlands during construction.
5. Right of way survey issues. The City and County ROW survey did not agree. Effort was made to research discrepancy.
6. Roadway widening was requested for maintenance, inspection and access of the culvert. This widening was not anticipated with original project scope. Evaluating the request from City maintenance for additional access to the culvert.

Additionally, the City maintenance raised a concern about branches becoming stuck within the culvert and having sufficient provisions for City Maintenance crews to access and remove large branches. We were asked to evaluate raising the height of the culvert to provide more head room, and asked to add access into the culvert from the ELSP travel lanes.

*p:\public works\consultants\otak [tawni]\zackuse creek fish passage\admin\city council\exhibit 2 - request for contract amendment.doc*

11241 Willows Road NE, Suite 200 Redmond, WA 98052 ▪ Phone (425)822-4446 Fax (425)827-9577 [otak.com](http://otak.com)

Zackuse Creek Fish Passage Project – Amendment

7. The support of the roadway was originally anticipated to be retaining walls to minimize impact to wetlands. However, once subsurface exploration was completed and settlement concerns of the underlying peat were analyzed, retaining walls were not selected as the optimum design. Roadway embankment slope design was therefore needed.
  
8. Considerations concerning inclusion of King County work in the City bid package  
After submission of the 90-percent design PS&E, the City was concerned that the County's work may not be included with the City's contract drawings, and asked Otak to look at having a new contractor staging area added to our plans, and moving the wingwalls of the culvert so that they would not extend beyond the City's right-of-way. Then the City asked that the County's work be included as separate bid schedules in the bid package submitted for advertisement. The inclusion of the King County work was included in Otak's contract amendment dated August 4, 2017. The addition of the new staging area and adjustments to the wing walls were not accounted for in that August amendment. The consideration of including or removing the County's work from the bid documents has had impacts on project permitting and resulted in revising the plans and specifications to have the City purchase the culvert and the contractor responsible for installing it.

Task 11. Engineering Services during Construction

1. Project Management  
Otak will include completing subconsultant agreements with the Aspect and Cultural Resources Consultants, scheduling staff, and reviewing and approving invoices. This effort is limited to 24 hours total for this item.
  
2. Office Consultation and Submittal Review  
Otak and its subconsultants will be required to review a variety of submittals in support of the County administering the Construction Contract, including construction plans and working drawings, shop drawings, material samples, requests for information (RFIs), and testing reports that may be time-critical and potentially technically complex. The Otak and our subconsultants will provide consultation and review at the request of the County to discuss work progress, review claims, and evaluate alternatives for addressing construction and/or Contractor challenges. This effort is limited to 168 hours total for this item. Documentation of the hourly effort (by discipline) expended for this task shall be submitted to the Project Manager weekly.
  
3. Field Consultation and Observation during Construction  
Field consultation and observation during construction will be required and will be based on the full time observation during construction of the stream relocation (potentially twenty 10-hour days), and based on twenty 4-hour visits during critical construction activities such as subgrade excavation, culvert assembly, and utility reconnection. This effort is limited to 280 hours total for this item. Documentation of the hourly effort (by discipline) expended for this task shall be submitted to the Project Manager weekly.
  
4. Evaluation of Value Engineering Change Proposals  
Evaluation of Value Engineering Change Proposals (VECP) that are required of the Consultants by the County will be based on an hourly rate of the staff required, and 68 total hours of effort is allocated for the Consultants.
  
5. Attendance at Coordination Meetings and conference Calls  
Attendance at coordination meetings and participation in conference calls will be required. Attendance shall be for ten 2-hour meetings, and ten 1-hour calls attended or participated in by the Principal (or Project Manager) and Project Engineers of record for each discipline. This effort is limited to 68 hours

*Zackuse Creek Fish Passage Project – Amendment*

total for this item. Documentation of the hourly effort (by discipline) expended for this task shall be submitted to the Project Manager weekly.

Deliverables

- Meeting minutes and notes by the Project Manager for each meeting attended
- Field activity reports for each site visit via PDF and email
- Reviews and responses submitted electronically via PDF and email

6. Record Drawing

Otak will prepare the record drawings based on red-line markups provided by the Contractor and based on our field observations.

Deliverables

- AutoCAD in accordance to City Standards
- Electronic PDF
- Full size 22x34 mylars

In summary, this memo describes budget requests as follows:

Task 7.4. Final PS&E deliverable	\$ 32,000
Task 10. Unanticipated Project Conditions	\$ 166,000
Task 11. Engineering Services during Construction	<u>\$ 110,400</u>
<b>Total</b>	<b>\$308,400</b>

**Draft**



## MINUTES

### City Council Regular Meeting

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6:30 PM - May 1, 2018

City Hall Council Chambers, Sammamish, WA

Mayor Christie Malchow called the regular meeting of the Sammamish City Council to order at 6:30 p.m.

**Councilmembers Present:**

Mayor Christie Malchow  
Deputy Mayor Karen Moran  
Councilmember Jason Ritchie  
Councilmember Ramiro Valderrama  
Councilmember Chris Ross  
Councilmember Tom Hornish  
Councilmember Pam Stuart

Councilmember Valderrama participated via telephone

**Staff Present:**

City Manager Lyman Howard  
Deputy City Manager Jessi Bon  
Police Chief Michelle Bennett  
Management Analyst Mike Sugg  
City Engineer Andrew Zagars  
Communications Manager Kellie Stickney  
Planning Manager Kellye Hilde  
City Attorney Kim Pratt  
City Clerk Melonie Anderson

**ROLL CALL**

---

Roll was called.

**PLEDGE OF ALLEGIANCE**

---

Councilmember Hornish led the pledge.

**Draft**

**APPROVAL OF AGENDA**

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Councilmember Hornish requested the addition of an item under Unfinished Business titled Discussion: Emergency Comprehensive Plan Amendment to Transportation Element.

**MOTION: Councilmember Tom Hornish moved to approve adding a discussion regarding the emergency Comprehensive Plan Amendment to Transportation Element. Mayor Christie Malchow seconded. Motion carried 6-1 with Councilmember Pam Stuart dissenting.**

**MOTION: Deputy Mayor Karen Moran moved to approved agenda as amended. Councilmember Pam Stuart seconded. Motion carried 6-1 with Councilmember Pam Stuart dissenting.**

**PUBLIC COMMENT**

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**John Eastman**, 196th Avenue, showed a PowerPoint regarding providing transit and road connections to light rail in Issaquah and Redmond (presentation is available upon request of the City Clerk at manderson@sammamish.us).

**Deb Sogge**, Sammamish Chamber of Commerce, gave an update on what is happening around Sammamish. She also announced that the Sammamish Farmers Market will begin on May 9, 2018.

**Thomas Stagg**, 23226 SE 47th Way, spoke on behalf of Affordable Housing Week.

**Mary Wictor**, 408 208 Avenue NE, spoke regarding a wildlife bridge as part of the design for the Issaquah Pine Lake Road project.

**Sharon Steinbis**, 24933 SE 14th Street, spoke regarding stormwater pond vegetation. She asked the Council to consider giving a piece of property to the Sammamish Native Plant Stewards to store and raise native plants. These plants will be used to restore habitat around the City's stormwater ponds.

**Eric Jarvis**, 4100 232nd Avenue SE, spoke regarding the final plat resolution for Meadowleaf Subdivision.

**Duana Kolouskova**, speaking on behalf of the Conner Jarvis Group, 11201 SE 8th St, Bellevue, spoke regarding the final plat of Meadow Leaf subdivision.

**Karen Herring**, 23684 SE 32nd Street, requested that the City donate some property where they can store and raise plants for stormwater restoration

**CONSENT CALENDAR**

---

**Payroll:** for the period ending April 15, 2018 for pay date of April 20, 2018 in the amount of 392,806.99

**Payroll:** for the period ending March 31, 2018 for pay date of April 5, 2018 in the amount of 387.968.01

**Approval:** Claims For Period Ending May 1, 2018 In The Amount Of \$736,070.70 For Check No. 50342 Through 50488

**Proclamation:** Affordable Housing Week - May 14-18, 2018

**Draft**

**Resolution:** Providing Design Guidance For Phase 1 Of The Issaquah Fall City Road Improvement Project From 242nd Ave SE To Klahanie Dr. SE Related To The Roadway Closure Option For The Bridge Construction At The Crossing Of The North Fork Of Issaquah Creek (R2018-793)

**Resolution:** Granting Final Plat Approval Of The Meadowleaf Subdivision Phase I, FSUB2018-00217 (R2018-794)

**Contract:** 2018 Residential Stormwater Facility Vegetation Removal/AtWork

**Contract:** Issaquah-Pine Lake Road Widening Preliminary Design

**Contract:** Sammamish Commons Paving and Pedestrian Access Improvements

**Contract Amendment:** Issaquah Fall City Road Contract Amendment #2

**Approval:** Minutes for the April 17, 2018 Regular Meeting

**MOTION: Councilmember Tom Hornish moved to approve the consent agenda. Councilmember Pam Stuart seconded. Motion carried unanimously 7-0.**

**PRESENTATIONS / PROCLAMATIONS**

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**Presentation:** Habitat for Humanity

City Manager Lyman Howard introduced Gail Luxenberg, who showed a PowerPoint presentation regarding the status of the Habitat for Humanity project in Sammamish (presentation available on the City's website at [www.sammamish.us](http://www.sammamish.us)).

**Presentation:** Brand Research and Draft Brand Statement

Kellie Stickney, Communications Manager, introduced consultant Ed Barlow, of North Star. They showed a PowerPoint presentation outlining the status of the branding project so far (presentation is available on the City's website at [www.sammamish.us](http://www.sammamish.us)).

**NEW BUSINESS**

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Council recessed from 7:35 pm to 7:40 pm.

**Ordinance:** Amending Sections 8.10.10 And 8.10.130 Of The Sammamish Municipal Code Relating To Fireworks Penalties; Providing For Severability; And Establishing An Effective Date (O2018-461)

Michelle Bennett, Sammamish Police Chief and Mike Sugg, Management Analyst gave the staff report and showed a PowerPoint presentation (presentation available on the City's website at [www.sammamish.us](http://www.sammamish.us)).

**MOTION: Councilmember Tom Hornish moved to adopt the ordinance: Amending Sections 8.10.10 And 8.10.130 Of The Sammamish Municipal Code Relating To Fireworks Penalties; Providing For Severability; And Establishing An Effective Date. Deputy Mayor Karen Moran seconded. Motion carried unanimously 7-0.**

**Draft**

**UNFINISHED BUSINESS**

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**Discussion:** Emergency Comprehensive Plan Amendment to Transportation Element.

Councilmember Hornish wanted to add this item back on the agenda because he no longer believes that using intersection-only Level of Service (LOS) is not an effective method for developing concurrency. He is also unhappy that the Comprehensive Plan can only be changed partially, and not within the promised time frame. He is proposing to replace intersection only with travel time to measure level of service. He does understand this will cause additional delays and prolong the moratorium by making this change.

Council agreed that the data for the intersections need to be validated.

**PUBLIC HEARINGS - NONE**

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**COUNCIL REPORTS/ COUNCIL COMMITTEE REPORTS**

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**Report:** Mayor Christie Malchow

**Report:** Councilmember Pam Stuart

**Minutes:** Apr. 5, 2018 Public Safety Committee Regular Meeting

**Minutes:** Apr. 20, 2018 Legislative Committee Regular Meeting

**Report:** Councilmember Chris Ross

Councilmember Ross attended the Kokanee working group meeting last week. He reported that the YMCA has provided additional financial information regarding the performance of the Sammamish Community Center.

**Report:** Councilmember Karen Moran

Reported on the Eastside Fire & Rescue Finance and Administrative Committee (FAC) meeting.

**Report:** Councilmember Ramiro Valderrama

Reported that Eastside Fire & Rescue issue regarding Fall City joining the fire district will be on the November ballot.

**CITY MANAGER REPORT**

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**Discussion:** State Lobbyist

Council was supportive of staff preparing and posting a Request for Proposal to hire a state lobbyist.

**EXECUTIVE SESSION – EVALUATE THE PERFORMANCE OF A PUBLIC EMPLOYEE PURSUANT TO RCW 42.30.110(1)(G)**

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**Draft**

Council retired to Executive Session at 8:40 pm and returned at 9:15 pm. They took no action.

**ADJOURNMENT**

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**MOTION: Deputy Mayor Karen Moran moved to adjourn. Councilmember Tom Hornish seconded. Motion carried unanimously 7-0.**

Meeting adjourned at 9:15 pm.

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Melonie Anderson, City Clerk

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Christie Malchow, Mayor

**Draft**



## NOTES

### City Council Study Session

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**6:30 PM - May 8, 2018**

City Hall Council Chambers, Sammamish, WA

Mayor Christie Malchow called the study session of the Sammamish City Council to order at 6:30 p.m.

#### PUBLIC COMMENT

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**John Galvin**, 228th Ave SE, spoke regarding transportation, concurrency and the Town Center.

**Mary Wictor**, 408 208th Ave NE, spoke regarding the Kokanee and stormwater run-off. Submitted a presentation available upon request to the City Clerk at [manderson@sammamish.us](mailto:manderson@sammamish.us)

**Ken Gamblin**, 1832 216th Pl NE, commented on the large build-up of sediment in Ebright and Laughing Jacobs Creeks while he was counting Kokanee fry.

#### TOPICS

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**1. Presentation:** Kokanee Strategy Briefing

David St. John, with the King County Department of Natural Resources and Parks and the Kokanee Work Group and Tawni Dalziel, Senior Stormwater Program Manager, gave an update on the Kokanee Strategy and showed a presentation available [here](#).

**2. Presentation:** 2018 Sammamish Youth Board Annual Report

Lynne Handlos, Recreation Coordinator introduced members of the 2017-2018 Sammamish Youth Board Leadership Team. Mihir Sardesai (Chair), Emma McGregor (Co-Chair) and Angela Shi (Program Chair) gave the annual report and showed a presentation available [here](#).

**3. Department Report:** Parks & Recreation 2017 Annual Report and 2018 Work Plan

Angie Feser, Director of Parks and Recreation, gave a staff report and update on the Parks and Recreation department and work plan. Presentation found [here](#).

**Draft**

**EXECUTIVE SESSION**

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Executive session - Potential Litigation pursuant to RCW42.30.110(1)(i) and Performance of a Public Employee pursuant to RCW42.30.110(1)(g)

Council retired to an executive session at 9:00 pm and returned at 10:30 pm with no action.

**ADJOURNMENT**

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Meeting adjourned at 10:30 pm.

**Agenda Bill**  
 City Council Joint Meeting  
 May 15, 2018



<b>SUBJECT:</b>	Comprehensive Plan Transportation Element Update	
<b>DATE SUBMITTED:</b>	May 10, 2018	
<b>DEPARTMENT:</b>	Public Works	
<b>NEEDED FROM COUNCIL:</b>	<input type="checkbox"/> Action <input checked="" type="checkbox"/> Direction <input type="checkbox"/> Informational	
<b>RECOMMENDATION:</b>	Provide direction on how the City should move forward with amending the Transportation Element of the Comprehensive Plan.	
<b>EXHIBITS:</b>	<a href="#">1. Exhibit 1 - High level TMP LOS Timeline</a> <a href="#">2. Exhibit 2 - Traffic Models</a> <a href="#">3. Exhibit 3 - QA Matrix of 4-30-18 Joint Meeting</a>	
<b>BUDGET:</b>		
<b>Total dollar amount</b>	Depends on Council's direction	<input type="checkbox"/> <b>Approved in budget</b>
<b>Fund(s)</b>	Street Fund 101	<input checked="" type="checkbox"/> <b>Budget reallocation required</b>
		<input type="checkbox"/> <b>No budgetary impact</b>
<b>WORK PLAN FOCUS AREAS:</b>		
<input checked="" type="checkbox"/> Transportation	<input checked="" type="checkbox"/> Community Safety	
<input type="checkbox"/> Communication & Engagement	<input checked="" type="checkbox"/> Community Livability	
<input type="checkbox"/> High Performing Government	<input type="checkbox"/> Culture & Recreation	
<input type="checkbox"/> Environmental Health & Protection	<input checked="" type="checkbox"/> Financial Sustainability	

**NEEDED FROM COUNCIL:**

Shall the Council provide direction on how to move forward with amending the Transportation Element of the Comprehensive Plan?

**KEY FACTS AND INFORMATION SUMMARY:**

Background (See Exhibit 1)  
 Staff began work on developing the City's first Transportation Master Plan (TMP) last spring in response to the Council and community's great concern about current and future growth and its impacts on the City's transportation network and quality of life. The TMP was intended to create a 20-year road map (out to year 2035) to achieve the community's vision for a safe, accessible, and reliable multimodal transportation system. It would describe options for getting around, ensure growth pays

for growth, leverage new technologies, identify partnership opportunities, maintain high impact fees, and produce a prioritized set of fiscally prudent investments in the transportation system.

The project team spent spring, 2017 reaching out to local and regional stakeholders, the community at large, and the Council to establish the following vision, goals, and objectives for the TMP. The three goals that rose to the top were 1) Complete connections for all modes, 2) Supported by the community, and 3) Fundable and implementable. The community told us their transportation priorities were:

1. To have an efficient system that maximizes traffic capacity,
2. To make it easier to get to/from regional destinations with more transit options,
3. To have more connections to make it easier to get around by various means,
4. That management of the system should be grounded on fiscal sustainability,
5. That the network should be safe and welcoming, and
6. To design the right of way and trails in a way that supports community character by connecting trails, be safe and aesthetically pleasing.

While the TMP was getting underway, efforts to update the Comprehensive Plan Transportation Element background chapter was also happening in parallel. Council began focusing in on concurrency and LOS and directed staff to pause work on the TMP and the Transportation Element, and instead shift resources towards revising the City's transportation concurrency and level of service (LOS) policies. Over the summer into last fall, staff participated in a number of meetings and workshops with the Council to discuss options for revising the policies. In early fall, Council imposed an emergency six-month moratorium on accepting certain land use applications in order to allow time for staff to update the concurrency program and consider amendments to the Comprehensive Plan and related regulations ([O2017-445](#), [O2017-445A](#), [O2017-445B](#); [O2018-458](#)).

Earlier this year, Council also affirmed their preferred concurrency policy an intersection-wide, volume weighted average delay approach with an LOS of C for minor and collector arterials, LOS of D for principal arterials with allowance for LOS E where LOS D cannot be achieved with three approach lanes per direction ([R2018-782](#), [R2018-789](#)). Another key decision made by Council was to proceed with finishing development of the concurrency and LOS policies before resuming work on the TMP. A schedule was presented to Council in March outlining key milestone dates that would enable the Council to hold public hearings on the Transportation Element Update and the code revisions on July 10th and July 17th, respectively.

#### Traffic Models

The City uses three traffic models: a demand model (VISUM) and two intersection operations models (Synchro and SIDRA). Work on creating the City's AM traffic demand models, and refining the existing PM models continues since last year. (See Exhibit 2).

#### Draft Comprehensive Plan Transportation Element Policy and Background Chapters Update

On April 30, 2018 staff participated in a joint meeting between the Council and Planning Commission at which the draft Transportation Element policy and background chapters were presented. The scope of the edits was intended to be limited to only those items that relate to the emergency action on the City's transportation level of service and concurrency. This meant that the latter part of the background chapter which discusses the long range travel demand forecasts and projected needs would be updated once the Transportation Master Plan is completed next year (development of the long range forecast was identified as a product of the TMP last summer). The majority of the Council

expressed concern about how the chapter read, so staff subsequently offered to meet individually with each Councilmember to answer questions about the process, traffic model, and next steps for moving forward. See Exhibit 3 for staff's responses to questions that were raised during the meeting.

Council is requested to direct staff to either move forward as planned, or come up with a different approach to amend the Comprehensive Plan at tonight's meeting. Depending on the direction received, the current schedule of the Council holding public hearings in July may not be feasible.

**FINANCIAL IMPACT:**

Depending on the direction received, additional budget may be necessary to complete the work. However, the amount is unknown at this time.

**OTHER ALTERNATIVES CONSIDERED:**

Alternatives to be discussed at the meeting.

**RELATED CITY GOALS, POLICIES, AND MASTER PLANS:**

[Comprehensive Plan](#) - [Transportation Element](#)

TMP and Concurrency/LOS Policy update - high level timeline of events

**2017**

- April
  - Signed contract with Fehr & Peers to support fresh approach to transportation
- May-Sept
  - Conducted public and stakeholder outreach, established TMP vision, goals and objectives
- Spring-Summer
  - Minor updates to the Comp Plan Transportation Element and Capital Facilities Chapter presented to Council
  - Regular TMP updates made to Council
- Mid-Summer
  - Council began focusing on concurrency and LOS. Staff presented detailed description of concurrency, level of service, Growth Management Act, city's traffic model and existing concurrency program, and policy issues and considerations.
- Late-Summer
  - Council directed staff to stop work on updating the Comp Plan Transportation Element and the TMP and instead to focus on updating the concurrency and LOS policies. Concurrency and LOS best practices and options for revising Sammamish's program were presented to Council a number of times. Council provided direction on most important metrics to measure:
    - AM and PM peak hours
    - Simplify the program
    - Leverage best available data
    - Maintain high impact fees
    - Driver experience
- Late fall
  - Held two technical workshops (Oct & Nov). Continued to explore various methods for LOS standards, including those for non-motorized travel. Council narrowed to two options for further staff evaluation.
    - Option 1: Keep existing program but delete non-motorized improvements from Table T-8.
    - Option 2: Intersection only (this was later modified to consider by intersection average and by worst leg approach)
  - Staff recommended that the TMP be finished before revising the concurrency policy. Informed Council that the TMP would develop a prioritized, long-range capital list.
  - Council agreed to develop the non-motorized capital project list as part of the TMP and directed staff to create an AM travel demand model and use it to forecast future volumes. They also directed staff to use the worst of the AM and PM modeling results.
  - October: Council passed ordinance declaring a six-month emergency moratorium and directed staff to revise the concurrency and LOS policies. Revised ordinance in Nov and Dec, and extended moratorium for another six months on April 3, 2018.
  - Council directed staff to look for quick, inexpensive solutions and added budget to install more flashing yellow arrows and construct minor intersection improvements.

≈280k in consultant fees

**2018**

- Late Winter
  - Staff continued discussing with Council regarding which of the three proposed intersection-only LOS standards was their preferred option. A preliminary list of intersection failures resulting from each option was presented.
  - Staff again highlighted the fact that working on the concurrency policy before completing the TMP would create problems. Staff again recommended that the TMP be finished first.
  - February 13<sup>th</sup>: Split Council provided staff with verbal direction to proceed with concurrency in advance of the TMP.
  
- March/April
  - March 5<sup>th</sup>: Staff presented revised schedule showing adoption of the updated Transportation Element and revised codes in July, and restarting the TMP in the fall per Council direction.
  - March 6<sup>th</sup>: Council unanimously passed R2018-782 establishing an intersection-wide, volume weighted average delay approach concurrency methodology with an LOS D for principal arterials with allowance for LOS E where LOS D cannot be achieved with more than three approach lanes in any direction.
  - April 17<sup>th</sup>: Council unanimously amended R2018-782 to add LOS C for minor and collector arterials.
  - April:
    - Staff presented the draft Transportation Element amendments to the Council and Planning Commission.
    - Some Councilmembers expressed surprise that the future forecast section which addresses needs by year 2035 was not updated to reflect current Council direction outlined in R2018-782. Staff has informed Council since the project started that one of the goals of the TMP was to create a 20 year list of prioritized CIP projects.
    - There was some concern at not being able to monitor ELSP north of Inglewood, or on 244<sup>th</sup> north of NE 8<sup>th</sup> as there are no adequate intersections to monitor.

≈96k in consultant fees

≈376k in consultant fees

New tools from process:

Supporting Comp Plan Policy T.3.5 – “apply technologies, programs and other strategies that optimize the use of existing infrastructure in order to improve mobility, reduce congestion, increase energy efficiency, reduce maintenance requirements, and reduce the need for new infrastructure”.

INRIX data – \$25k/year

- i. Pro:
  1. Lots of time / speed data available
  2. Easy access to data & user friendly
  3. Data sets likely to expand as time goes by.
- ii. Con:
  1. Data only exists back to 2014
  2. Is not volume data
  3. Currently supports major roads only

Opportunities for use:

- iii. Use INRIX as a tool to check for operational hot spots.
- iv. Use the speed data and our TIP list to help establish priority projects.

**Sammamish’s traffic models**

The City created its first traffic models ~2006 and uses them for planning and testing for concurrency, forecasting and evaluating operations. Traffic models are a very complex engineering tool, and Sammamish’s traffic models are among the most comprehensive and robust models in the region, coming in well above industry standards for accuracy. The statistical correlation of the VISUM model is between the 2016 field counts and the 2016 City’s modeled counts is 99%, whereas the industry standard is 88%. The models are continuously updated with the new trips that are assigned to each development if their concurrency certificate is approved. These are the only tools currently available to the City to predict the future traffic and transportation needs.

The project team is continuing to refine and check the model inputs by:

- Reconfirming land use and trip generation estimates for Town Center
- Reviewing city-wide 2013-2016 intersection movement counts to crosscheck for anomalies
- Collecting drone video footage of a sample of concurrency intersections mid-May

The City has two types of traffic models:

- Traffic demand model
- Traffic intersection operations model

1. Traffic Demand Model – VISUM

VISUM is the world’s leading software for traffic analyses and forecasting; is well-known and used by engineers, planners, and scientists, as well as numerous city, State and Federal transportation agencies. It is intended to predict long-term trends in traffic, trip generation, distribution and growth. It is not intended to assess intersection operations or a particular solution for a specific intersection. An intersection capacity analysis software called Synchro and SIDRA are used for that analysis.

The City has three versions of VISUM that differ in their time horizon. The first models existing (2016) conditions (Existing Conditions Model). The second forecasts traffic and evaluates concurrency failures over the next six years with approved pipeline projects. This model is used to create the City’s six-year TIP (Pipeline Concurrency Model). The third version forecasts further out into the future to the Comprehensive Plan horizon year of 2035 (Forecast Model).

There are three key types of data that are input into the VISUM model.

- A. Land Use assumptions which includes:
  - a. Model took 2030 OFM/King County/PSRC projections for the region and adjusted it another five years to meet Sammamish’s 2035 forecast year. The results were applied to Redmond, Issaquah, and greater surrounding areas.
  - b. OFM’s growth projections over the past 30 years have been within 3%-5% of actual growth for the region
  - c. Growth from neighboring cities will occur in a straight line fashion. For example, if in 2015 a zone shows 100 dwelling units (DUs), and in 2035 shows 300 DUs, then the 2025 model would calculate 200 DUs.

- d. Sammamish's land use assumptions are modified by trips assigned in approved concurrency certificates.
  - e. The Pipeline Concurrency Model only include projects that are permitted or issued certificates of concurrency, including those in the Town Center.
- B. Roadway network characteristics which includes:
- a. All neighborhood roads, minor arterials, collector arterials, and principal arterials
  - b. Roadway cross-section, number of lanes, and posted speed limits
  - c. Intersection control type (e.g. stop-controlled, signalized, roundabout) and number of legs coming into the intersection
- C. Traffic count data
- a. Model based on 2016 traffic counts.
  - b. Annual traffic count data is used to help calibrate the model by comparing the model outputs with the actual trips counted at each location
2. Traffic Intersection Operations Model – Synchro (signalized & stop-controlled intersections) and SIDRA (roundabouts)
- Leading traffic capacity software for analyzing signalized, stop-controlled, and roundabout intersections
  - Supports the Highway Capacity Manual methodology and Institute of Transportation Engineers guidelines
  - Used to predict intersection capacity and delays
  - Informs signal timing plan options to optimize intersection operations
  - Used to evaluate potential solutions for a failing intersection

Steps taken to validate accuracy of model outputs

- General
  - Most of the processes are automated to minimize human error in copying data
- Land use
  - Staff and consultant verified land use in every one of the City's 280+ Traffic Assessment Zones (TAZs)
  - Used Redmond's, Issaquah's and OFM/King County/PSRC's growth projections and land use assumptions

Roadway network

- Confirmed number of lanes, cross-sections and posted speed limits for all roads; and types of intersection controls and number of legs for all concurrency intersections in the model. Checked a sampling either by in person field visits or on Google maps.
- Confirmed presence of and turn pocket lengths in field
- ~3,900 nodes (reference points) in the model

- Traffic count data
  - Compare traffic counts with the existing conditions model outputs to check accuracy of model
  - Review traffic flow in/out of TAZs
  - Working on comparing traffic movement counts between 2013-2016, intersection by intersection

Model limitations

- VISUM demand model:
  - Not designed to predict/reproduce intersection operations
  - Used to indicate long term trends
- Synchro intersection operations model:
  - Can't predict operational impacts at an intersection if delays are caused by a downstream chokepoint
  - Does not "know" how to handle stand-still traffic conditions so it assumes it doesn't occur
- Traffic models are not perfect and do not precisely predict the future; however, they are the only tools presently available to indicate trends over time and allows the user to tailor it to local conditions.

No.	Questions and Comments	Staff Response to Questions and Comments
<i>Regarding April 30, 2018 Joint City Council and Planning Commission meeting</i>		
1	Why is 218th Avenue SE changing to a Collector Arterial south of Inglewood Hill Road under this emergency amendment?	It adds the intersection of Inglewood Hill Road and 218th Ave SE as a concurrency intersection.
2	How do the changes to Policy T.1.2 impact multi-modal transportation issues?	As directed by City Council, the concurrency policy will focus on intersections only. Multi-modal level of service will be incorporated into the Transportation Maser Plan (TMP) work to allow for a more holistic approach later this year and into 2019.
3	Does the terminology, "address," in the proposed Policy T.1.2, adequately cover the City's intent to do something about multi-modal transportation facilities and options?	Yes, the term, "address" is appropriate for this policy language and identifies the City's intent to focus on and implement measure to address multi-modal transportation facilities and options.
4	Is the new concurrency policy only about car trips?	Yes, concurrency testing will focus on intersections and vehicles. The TMP will address multi-modal level of service.
5	With regard to the sidebar for the re-numbered Policy T.1.3, should the reference to a specific time for the peak hour be deleted? Can it be a dynamic reference?	Yes. In addition, the reference to the specific time for the AM and PM peak hours will be removed from page T.24 of Transportation Element Background Chapter (and any other locations in the Plan) for consistency.
6	Why is Duthie Hill Road mentioned twice under Principal Arterials on Page T.10 of the clean version of the Transportation Element Background Chapter (Exhibit #3)?	A portion of the road is not in the City limits, so it reflects the portions within the City limits.
7	On page T-14 of Exhibit #3, where the proposed amendments state, "Traffic signal and roundabout intersection inventory," should it also add the language, "those with four-way flashers."	Noted.
8	Does it matter if the traffic counts do not state whether they were taken in the AM or PM timeframe?	The text does explain when the counts are taken. The daily traffic counts are 24 hour counts, Monday-Friday. The intersection turning movement counts are collected on a Tuesday and Thursday during the AM and PM peak hours.
9	Why are we not using the 2017 traffic counts in this emergency amendment of the Comprehensive Plan?	Updating the model was started in 2017 using the 2016 traffic counts in support of the then planned update to the Comprehensive Plan Transportation Element. Staff felt it didn't make sense to throw away that work and redo it again with the 2017 data. Updating the traffic model to include the 2017 counts data would be excessively time consuming and expensive to do and would not provide much benefit. Once the model is adequately calibrated, the 2017 (and subsequent years) traffic counts data will be used to validate the model.
10	Is it true that the traffic model uses 2016 traffic counts, but also incorporates new development into the model, so it can be verified against the 2017 traffic counts?	Yes. This is regularly done.
11	On Page T-28 of Exhibit #3 in the discussion of concurrency, use of the word, "can" should be changed to shall. How does this relate to the GMA? Is it more or less restrictive?	Staff will make the change for consistency with the GMA (RCW 36.70A.070(6)(b)). The term "concurrent" means that improvements or strategies are in place at the time of development, or that a financial commitment is in place to complete the improvements or strategies within six years.

12	What are the performance indicators we are looking for with the new concurrency policy? What is the outcome we are looking for and how do we measure it?	<p>Staff conducted significant outreach last spring to the community, regional and local stakeholders, and the Council to understand what the community cares about. The feedback will be incorporated into the TMP work, including concurrency and LOS changes, and impacts of the investments that the City makes. The three goals that rose to the top were 1) Complete connections for all modes, 2) Supported by the community, and 3) Fundable and implementable.</p> <p>The community told us their transportation priorities were:</p> <ol style="list-style-type: none"> <li>1.To have an efficient system that maximizes traffic capacity,</li> <li>2.To make it easier to get to/from regional destinations with more transit options,</li> <li>3.To have more connections to make it easier to get around by various means,</li> <li>4.That management of the system should be grounded on fiscal sustainability,</li> <li>5.That the network should safe and welcoming, and</li> <li>6.To design the right of way and trails in a way that supports community character by connecting trails, be safe and aesthetically pleasing.</li> </ol>
13	A clarification of how the concurrency and LOS tools work. If an intersection needs to be improved, the improvement will affect driver experience and could potentially make for a slightly worse driver experience for the majority of drivers at that intersection to improve the experience for a smaller group of drivers.	In a situation where there is a two-way stop at a principal arterial, this could be the case. The City has options for addressing the needed improvements with different strategies to determine the optimal solution that balances cost, safety, and efficiency.
14	Does the Comp Plan need additional language to give the City the ability and flexibility to address situations in which there may be limited options for improvements in a more direct manner?	Concurrency is relatively prescriptive and the better choice might instead be to focus on how the City identifies concurrency intersections in the Comp Plan. There are many other tools available to the Council to help achieve its vision for the transportation system. Please refer to the March 5, 2018 Council meeting materials and video for more information.
15	Can the City be forced to make an improvement that we do not want to do or that is not in the best interest of the public?	The City would have to accept development and make necessary changes if identified as a concurrency project. The City will also be focusing on this topic in the TMP with a more holistic and comprehensive look at the City's future roadway network.
16	For intersections outside the City limits, we should leave the delay times in Table T-5	Noted.
17	Has the City verified Table T-5 with what happens on the ground in the AM peak hour? E.g. Sahalee Way and NE 36th Street.	The table is still in draft form and the City is continuing to refine the model and verify the data inputs.
18	Can we show information about the intersections outside the city in a separate	Information will be shown as a separate table.
19	What time and date was Mayor Malchow timing the delays? The data could be compared against the model outputs.	The video is time and date stamped.
20	There are inconsistencies in the proposed Comp Plan. Example Pg T-70 of redlined version, Vol 2. Talks about concurrency, LOS, roadway segments. That's not the direction we gave staff. Struggling with why segments are even discussed in the chapter.	Will go back and try to make the document as consistent as possible. May take quite a bit of time to make it completely cohesive.

21	If modeled results are under/overestimating by quite a bit, how can we trust the models?	Please see the attachment to the 5/15/18 packet material regarding the models, and what has and is being done to calibrate and verify the input data.
22	Are there new employment allocations for Sammamish that might impact the travel model, and what impacts does the moratorium have on the Town Center?	For 2035 we assumed that the moratorium has been lifted. The growth allocations have been updated based on the State's Office of Financial Management's 2030 projections but extrapolated another 5 years to match the City's 2035 planning horizon.
23	Should consider adding SR520 and I90 interchanges in the TMP in the section discussing intersections outside the City.	Noted.



chapters of Title 14 SMC were merged into 14A in order to streamline the code language. The remaining portions of Title 14 SMC, that are not proposed to be incorporated into Title 14A SMC, will be deleted. Minor, non-substantive revisions to Titles 20, 21A, 21B and 27A of the SMC are also included for the sole purpose of updating references from Title 14 SMC to Title 14A SMC (Exhibit 2), and updating certain transportation and traffic related definitions to be consistent with Title 14A SMC (Exhibit 3). A table showing all changes, except for changes in references are included as Exhibit 4.

**FINANCIAL IMPACT:**

N/A

**OTHER ALTERNATIVES CONSIDERED:**

None, as this implements Council's previous direction regarding revising the city's transportation concurrency and LOS policies.

**RELATED CITY GOALS, POLICIES, AND MASTER PLANS:**

[Comprehensive Plan](#) - [Transportation Element](#)

**Title 14A**  
**PUBLIC FACILITIES**

**Chapters:**

- [14A.01 Public Works Standards Adopted](#)
- 14A.05 Definitions**
- 14A.10 Concurrency**
- 14A.20 Impact Fees for Parks and Recreational Facilities**
- 14A.25 Impact Fee Deferral**
- [14A.30 Right-of-Way Use Permits](#)

**Chapter 14A.01**

**PUBLIC WORKS STANDARDS ADOPTED**

Sections:

14A.01.010 Public works standards adopted.

14A.01.020 Resolution of conflicts.

14A.01.030 Appeals.

**14A.01.010 Public works standards adopted.**

(1) The City hereby adopts by reference the design standards and specifications set forth in the document entitled “City of Sammamish 2016 Public Works Standards” as now or hereafter amended as the Public Works Standards for the City, which includes but is not limited to transportation standards and street standards. Pursuant to RCW 35A.13.180, a copy of the most current City of Sammamish Public Works Standards is available on the City’s website at [www.sammamish.us](http://www.sammamish.us).

(2) The public works director is hereby authorized to administratively interpret and apply the standards in a manner consistent with their terms in order to better implement the standards or allow for changes in street design and construction technology and methods.(Ord. O2016-425 § 1 (Att. A))

**14A.01.020 Resolution of conflicts.**

In case of inconsistency or conflict between other provisions of the Sammamish Municipal Code and the City of Sammamish Public Works Standards adopted in this chapter, the most restrictive provision shall apply. (Ord. O2016-425 § 1 (Att. A))

**14A.01.030 Appeals.**

Any person or agency aggrieved by an act or decision of the City pursuant to the Public Works Standards may appeal said act or decision to the City of Sammamish pursuant to the appeal provisions for the underlying development permit application as contained in Chapter 20.05 SMC. (Ord. O2016-425 § 1 (Att. A))

**Chapter 14A.05****DEFINITIONS**

Sections:

14A.05.010 Definitions.

**14A.05.010 Definitions.**

The following words and terms are defined pursuant to RCW 82.02.090 and shall have the following meanings for the purposes of this title, unless the context clearly requires otherwise. The following words, terms, and definitions shall apply to all portions of this title, except as specifically superseded by definitions set forth elsewhere in this title.

~~The following words and terms shall have the following meanings for the purposes of this title, unless the context clearly requires otherwise. The following words, terms, and definitions shall apply to all portions of this title, except as specifically superseded by definitions set forth elsewhere in this title. Terms otherwise not defined herein shall be given their usual and customary meaning.~~

“Accessory dwelling unit” is defined for the purposes of this title the same as the term “Dwelling unit, accessory” in SMC 21A.15.350.

“Affordable housing” or “low-income housing” means residential housing that is rented or owned by a person or household whose monthly housing expenses, including utilities other than telephone, do not exceed 30 percent of the applicable median family income listed below and adjusted for household size. Based on the King County Income and Affordability Guidelines, housing affordability levels include:

- (a) “Low income” means a family earning between zero and 50 percent of the King County median household income.
- (b) “Moderate income” means a family earning between 51 and 80 percent of the King County median household income.
- (c) “King County median household income” means the median income of the Seattle Metropolitan Statistical Area (“SMSA”), adjusted for household size, as determined by the United States Department of Housing and Urban Development (“HUD”). In the event that HUD no longer publishes median income figures for King County, the City may determine such other method as it may choose to determine the King County median household income, adjusted for household size.

“Applicant” means a property owner or a public agency or public or private utility that owns a right-of-way or other easement or has been adjudicated the right to such an easement pursuant to RCW 8.12.090, or any person or entity designated or named in writing by the property or easement owner to be the applicant, in an application for a development proposal, permit or approval.

“Building permit” means an official document or certification which is issued by the City and which authorizes the construction, alteration, enlargement, conversion, reconstruction, remodeling, rehabilitation, erection, demolition, moving or repair of a building or structure.

“Capital facilities plan” means the capital facilities plan element of a comprehensive plan adopted by the City of Sammamish pursuant to Chapter 36.70A RCW, and such plan as amended.

~~“Capital improvement program (CIP)” means the expenditures programmed by the City of Sammamish for capital purposes over the next-six-year period in the CIP most recently adopted by the City Council.~~

“Certificate of concurrency” means the document issued by the City indicating the location or other description of the property on which the development is proposed, the type of development permit for which the certificate is issued, the number and type of units, square footage, and/or maximum trip generation approved, the public facilities

that are available and reserved for the property described in the certificate, any conditions attached to the approval, and the date of issuance.

“City” means the City of Sammamish.

~~“Concurrency” means adequate public facilities that meet the level of service standard are, or will be, available no later than the impact of development.~~

“Concurrency” means that a development does not cause the level of service on a locally-owned transportation facility to decline below the standards adopted in the Transportation Element of the Comprehensive Plan, unless transportation improvements or strategies to accommodate the impacts of the development are made concurrent with the development. For the purposes of Title 14A SMC, “concurrent with the development” means that improvements or strategies are in place at the time of development, or that a financial commitment is in place to complete the improvements or strategies within six years.

~~“Concurrency test” means a comparisonthe determination of an applicant’s impact on public facilities to the capacity of public facilities transportation facilities by the comparison of the City’s adopted level of service standard to the level of service at intersections with the proposed development. A concurrency test must be passed or verified by a traffic model that are, or will be, available no later than the impacts of development.it passed in order to obtain a Certificate of Concurrency.~~

“Concurrency test deferral affidavit” means a document signed by an applicant which defers the application for a certificate of concurrency and the concurrency test, acknowledges that future rights to develop the property are subject to the deferred concurrency test, and acknowledges that no vested rights concerning concurrency have been granted by the City or acquired by the applicant without such a test.

“Council” means the City ~~council~~Council of the City of Sammamish.

“Department,” ~~when referenced in Chapter 14A.15 SMC,~~ means the department of public works, department of community development, or when referenced in Chapter 14A.20 SMC, means the department of parks and recreation.

“Development” means specified improvements or changes in use designed or intended to permit a use of land that will contain more dwelling units or buildings than the existing use of the land, or to otherwise change the use of the land or buildings/improvements on the land in a manner that increases the amount of vehicle traffic generated by the existing use of the land, and that requires a development permit from the City of Sammamish. The rezoning of land is not development.

“Development activity” means any construction or expansion of a building, structure, or use, any change in use of a building or structure, or any changes in the use of land, that creates additional demand and need for public facilities.

“Development approval” means any written authorization from the City which authorizes the commencement of development activity.

“Development permit” means any order, permit or other official action of the City granting, or granting with conditions, an application for development, including specifically:

~~(a) Comprehensive plan amendment proposing a change of property designation;~~

~~(b) Zone reclassifications;~~

~~(c)~~ (a) Planned action, as that term is defined in RCW 43.21C.031(2);

~~(d)~~ (b) Subdivision, including preliminary plat, short plat, or binding site plan and revisions or alterations which increase the number of dwelling units or trip generation;

~~(e)~~ (c) Mobile home park;

~~(fd) Unified Zone Development Plan (UZDP) Master site plan, including urban planned developments;~~

(eg) Conditional use permit;

(hf) Site development permit;

(ig) Building permit; or

(jh) Certificate of occupancy for a change in use.

“Director,” when referenced in this title, means the director of the department of public works or the director’s designee, or the director of the department of parks and recreation or the director’s designee, or the director of the department of community development or the director’s designee, as appropriate.

“Dwelling unit” means a ~~single unit providing complete and independent living facilities for one residential location such as a house, apartment, condominium, townhouse, mobile home, or more persons, including permanent facilities for living, sleeping, eating, cooking, and sanitation needs~~ manufactured home in which people may live.

“Encumbered” means to reserve, set aside, or otherwise earmark the impact fees in order to pay for commitments, contractual obligations, or other liabilities incurred for public facilities.

“Feepayer” means a person, corporation, partnership, incorporated association, or any other similar entity, or department or bureau of any governmental entity or municipal corporation commencing a land development activity which creates the demand for additional capital facilities, and which requires the issuance of a building permit.

“Feepayer” includes an applicant for an impact fee credit.

“Financial commitment” consists of the following:

~~(a) Revenue designated in the most currently adopted CIP for transportation facilities or strategies needed in the committed network for the transportation adequacy measure to test for concurrency. The financial plan underlying the adopted CIP identifies all applicable and available revenue sources and forecasts these revenues through the six-year period with reasonable assurance that such funds will be timely to put to such ends. Projects to be used in defining the committed network shall represent those projects that are anticipated to be fully funded for construction constructed in the six years of the CIP. This commitment is reviewed annually through the budget process;~~

~~(b) Unanticipated revenue from federal or state grants for which the City has received notice of approval; or~~

~~(c) Revenue that is assured by an applicant in a form approved by the City in a voluntary agreement.~~

~~(d) Grants from federal, state or private sources if the grant has been awarded for specific projects.~~

~~(e) Appropriations in state biennial budget for specific projects.~~

~~(f) Revenues that can be imposed or expended at the discretion of the City, including, but not limited to, impact fees, SEPA mitigation payments, property taxes, real estate excise taxes, user fees, charges, intergovernmental entitlements, and bonds.~~

~~(g) Revenue from special assessment districts created by the City.~~

~~(h) Irrevocable commitments from developers in a form acceptable to the City including:~~

~~(i) Performance or surety bonds from Washington State financial institutions;~~

~~(ii) Letters of credit from Washington State financial institutions; or~~

~~(iii) Assignments of assets in Washington State (i.e., interests in real property, savings certificates, bank accounts, or negotiable securities).~~

(i) Payments by special districts if such payments are similar in character and reliability to those listed in subsections (5)(a) through (e) of this section.

“Gross floor area” means the total square footage of any building, structure, or use, including accessory uses.

“Hearing examiner” means the examiner who acts on behalf of the City in considering and applying land use regulatory codes as provided under the Sammamish Municipal Code. Where appropriate, “hearing examiner” also refers to the office of the hearing examiner.

“Impact fee” means a payment of money imposed upon development as a condition of development approval to pay for public facilities needed to serve new growth and development, and that is reasonably related to the new development that creates additional demand and need for public facilities, that is a proportionate share of the cost of the public facilities, and that is used for facilities that reasonably benefit the new development. “Impact fee” does not include a reasonable permit or application fee.

“Impact fee account” or “account” means the account(s) established for each type of public facility for which impact fees are collected. The accounts shall be established pursuant to SMC 14A.15.070, 14A.15.080, 14A.20.070 and 14A.20.080, and comply with the requirements of RCW 82.02.070.

“Independent fee calculation” means the street impact calculation or park and recreational impact fee and/or economic documentation prepared by a feepayer to support the assessment of an impact fee calculation other than by the use of the rates listed in SMC 14A.15.110 or 14A.20.110, or the calculations prepared by the director where none of the fee categories or fee amounts in SMC 14A.15.110 or 14A.20.110 accurately describe or capture the impacts of the new development on public facilities.

“ITE land use code” means the classification code number assigned to a type of land use by the Institute of Transportation Engineers in the current edition of Trip Generation Manual.

“Level of service standard” means the ~~number of units of capacity per unit of demand, or similar objective measure of the extent or degree of service provided by a public facility~~ City’s defined performance standards for its adopted concurrency intersections, as defined in the City’s Comprehensive Plan.

“Occupancy” means that a space is being lived in, rented, or used and therefore not vacant.

“Owner” means the owner of record of real property, although when real property is being purchased under a real estate contract, the purchaser shall be considered the owner of the real property if the contract is recorded.

“Peak hour” means the ~~single-hour during the morning or afternoon with the greatest highest traffic volume between 4:00 p.m. and 6:00 p.m. for the p.m. peak hour and between 7:00 a.m. and 9:00 a.m. volumes for the a.m. peak hour~~ particular roadway or intersection.

“Planned action” means a project action as that term is defined in RCW 43.21C.031(2).

“Preapplication meeting” for the purposes of this title means a meeting between the applicant for a transportation concurrency certificate or its extension and the staff of the department, according to that department’s rules and administrative procedures held for the purpose of determining the requirements to file a development permit application.

“Project improvements” mean site improvements and facilities that are planned and designed to provide service for a particular development project and that are necessary for the use and convenience of the occupants or users of the project, and are not system improvements. No improvement or facility included in a capital facilities plan approved by the City council shall be considered a project improvement.

“Proportionate share” means that portion of the cost of public facility improvements that are reasonably related to the service demands and needs of new development.

“Public facilities” means the following capital facilities owned or operated by government entities: (a) public streets and roads; (b) publicly owned parks, open space, and recreation facilities; (c) school facilities; and (d) fire protection facilities in jurisdictions that are not part of a fire district.

“Rate Study for Impact Fees for Parks and Recreational Facilities” means the rate study completed by Henderson, Young and Company, dated November 2, 2006, for the City of Sammamish.

~~“Reserve” means to document in the City’s concurrency records in a manner that assigns the capacity or other measure of public facilities to the applicant and prevents the same capacity or other measure being assigned to any other applicant.~~

“Reservation” and “reserve” means development units are set aside in the City’s concurrency records in a manner that assigns the units to the applicant and prevents the same units being assigned to any other applicant.

“Residential” or “residential development” means all types of construction intended for human habitation. This shall include, but is not limited to, single-family, duplex, triplex, townhouse and other multifamily development.

“Service area” means a geographic area defined by a county, city, town, or intergovernmental agreement in which a defined set of public facilities provide service to development within the area. Service areas shall be designated on the basis of sound planning or engineering principles.

“Significant past tax payment” means taxes exceeding five percent of the amount of the impact fee, and which were paid prior to the date the impact fee is assessed and were earmarked or proratable to the same system improvements for which the impact fee is assessed.

“Square footage” means the square footage of the gross floor area of the development.

“State” means the state of Washington.

~~“Street” means an urban right-of-way, paving and associated improvements which enables motor vehicles, transit vehicles, bicycles and pedestrians to travel between destinations, and affords the principal means of access to abutting property, including avenue, place, way, drive, lane, boulevard, highway, street, and other thoroughfare, except an alley.~~

“Street” means a public thoroughfare providing pedestrian and vehicular access through neighborhoods and communities and to abutting property.

“Street Impact Fee Rate Study” means the “Rate Study for Impact Fees for Streets,” City of Sammamish, dated September 27, 2006. or the most current update.

“System improvements” mean public facilities that are included in the capital facilities plan and are designed to provide service to service areas within the community at large, in contrast to project improvements.

“Trip” is a single or one-direction person or vehicle movement. A trip has an origin and a destination at its respective ends (known as trip ends).

**Chapter 14A.10**

**CONCURRENCY**

Sections:

- 14A.10.010 Concurrency requirement.
- 14A.10.020 Application for certificate of concurrency.
- 14A.10.030 Exemptions from concurrency test.
- 14A.10.040 Concurrency test.
- 14A.10.050 Level of service standards.
- 14A.10.060 Certificate of concurrency.
- 14A.10.070 Fees.
- 14A.10.080 Appeals.

**14A.10.010 Concurrency requirement.**

(1) In accordance with RCW 36.70A.070(6)(b), the City must adopt and enforce ordinances which prohibit development approval if the development causes the level of service on a locally owned transportation facility to decline below the standards adopted in the transportation element of the City’s comprehensive plan, unless transportation improvements or strategies to accommodate the impacts of development are made concurrent with the development. These strategies may include increased public transportation service, ride sharing programs, demand management, and other transportation systems management strategies. For the purposes of the City’s concurrency requirement, “concurrent with the development” shall mean that improvements or strategies are in place at the time of development, or that a financial commitment is in place to complete the improvements or strategies within six years.

(2) The City shall not issue a development permit until:

- (a) ~~A concurrency test has been conducted and a~~(a) A certificate of concurrency has been issued; or
- (b) The applicant has executed a concurrency test deferral affidavit where specifically allowed; or
- (c) The applicant has been determined to be exempt from the concurrency test as provided in SMC 14A.10.030(1). (Ord. O2006-208 § 1; Ord. O2004-139 § 1)

**14A.10.020 Application for certificate of concurrency.**

(1) Each applicant for a comprehensive plan amendment requesting property redesignation or zone reclassification, except as provided in SMC 14A.10.030(1), shall elect one of the following options:

- (a) Apply for a certificate of concurrency; or
- (b) Execute a concurrency test deferral affidavit.

(2) Each applicant for a planned action, subdivision (including a preliminary plat, short plat, or binding site plan and revisions or alterations which increase the number of dwelling units or trip generation), mobile home park, a master site plan, urban planned development, conditional use permit, or site development permit shall apply for a certificate of concurrency, unless a certificate has been issued for the same parcel in conjunction with a comprehensive plan amendment or zone reclassification, or except as provided in SMC 14A.10.030(1).

(3) Each applicant for a building permit or certificate of occupancy for a change in use shall apply for a certificate of concurrency, unless a certificate has been issued for the same parcel in conjunction with subsections (1) or (2) of this section, or except as provided in SMC 14A.10.030(1).

(4) Applicants for a certificate of concurrency may designate the density and intensity of development to be tested for concurrency, provided such density and intensity shall not exceed the maximum allowed for the parcel. If the applicant designates the density and intensity of development, the concurrency test will be based on and applicable to only the applicant’s designated density and intensity. If the applicant does not designate density and intensity, the

concurrency test will be based on the maximum allowable density and intensity. (Ord. O2006-208 § 1; Ord. O2004-139 § 1)

**14A.10.030 Exemptions from concurrency test.**

(1) The following developments are exempt from this chapter, and applicants may submit applications, obtain development permits and commence development without a certificate of concurrency:

(a) Any development permit for the following development because it creates insignificant and/or temporary additional impacts on any public facility:

- (i) Right-of-way use;
- (ii) Street improvements, including new streets constructed by the City of Sammamish;
- (iii) Street use permits;
- (iv) Utility facilities which do not impact public facilities, such as pump stations, transmission or collection systems, and reservoirs;
- (v) Expansion of an existing nonresidential structure that results in the addition of 100 square feet or less of gross floor area and does not add residential units or accessory dwelling units as defined in SMC 21A.15.345 to 21A.15.370;
- (vi) Expansion of a residential structure provided the expansion does not result in the creation of an additional dwelling unit or accessory dwelling unit as defined in SMC 21A.15.345 to 21A.15.370;
- (vii) Miscellaneous non-traffic generating improvements, including, but not limited to, fences, walls, swimming pools, sheds, and signs; ~~or~~
- (viii) Demolition or moving of a structure; or
- (ix) Tenant improvements that do not generate additional trips.

~~(b) Any development by the City of Sammamish.~~

~~(c) Public schools.~~

~~(2) Exemptions from the concurrency test on the capacity of public facilities shall be entered in the City's records in the same manner as though a concurrency test had been performed for the exempt development permits. (Ord. O2006-208 § 1; Ord. O2004-139 § 1)~~

**14A.10.040 Concurrency test.**

(1) The City shall perform a concurrency test for each application for a certificate of concurrency; ~~except as provided in SMC 14A.10.030.~~ The public works director, or his/her designee, shall use the following methods to conduct the concurrency test for each type of public facility:

(a) For individual single-family residential building permits on existing lots, ~~annual certification that the capacity of public facilities may be sufficient to maintain the City's level of service standard for single-family residential development totaling less than 50 units that is estimated to occur during the following year; or other land use permits that generate less than 10 trips during an individual peak hour, the city will run a concurrency test once enough permits have been received that collectively result in 10 or more trips during an individual peak hour;~~ or

(b) For all other development, review of each application compared to the capacity of the public facilities in accordance with the provisions of this chapter.

~~(2) The City may enter into an agreement with each public or private entity that provides public facilities in the City to establish the responsibilities of the City and the provider of public facilities in providing data for or conducting a concurrency test.~~

~~(23) If the capacity of available public facilities is equal to or greater than the capacity required to maintain impact of the development does not cause the level of service to decline below the standard for the impact of the development set forth in SMC 14A.10.050, the concurrency test is passed, and the applicant shall receive a certificate of concurrency.~~

~~(43) If the capacity of available public facilities is less than the capacity required to maintain the level of service standard for the impact of the development, or if the impact of the development will cause the level of service to decline below the standard set forth in SMC 14A.10.050, the concurrency test is not passed, and the applicant may select one of the following options:~~

~~(a) Accept a 90-day reservation of public facilities that are available, and within the same 90-day period amend the application to reduce the need for public facilities to not exceed the capacity that is available meet the level of service standard set forth in SMC 14A.10.050, or arrange to provide for public facilities that are not otherwise available; or~~

~~(b) Appeal the denial of the application for a certificate of concurrency, pursuant to the provisions of SMC 14A.10.080.~~

~~(45) The City shall conduct the concurrency test as needed in the order that completed applications are received by the City.~~

~~(56) A concurrency test, and any resulting certificate of concurrency, shall be administrative actions of the City that are categorically exempt from the State Environmental Policy Act. (Ord. O2006-208 § 1; Ord. O2004-139 § 1)~~

**14A.10.050 Level of service standards.**

~~(1) In conducting the concurrency test, the level of service standards for road and street segments are based on allowable average weekday daily traffic (AWDT) volumes by corridor, as a function of each roadway's characteristics described and listed in the transportation element of the adopted comprehensive plan as amended. Level of service ("LOS") will be based upon performance of key corridors. Corridor LOS will be determined by averaging the incremental corridor segment volume over capacity (v/c) ratios within each adopted corridor. This methodology has the effect of tolerating some congestion in a segment or more within a corridor while resulting in the ultimate completion of the corridor improvements. The average v/c of the segments comprising a corridor must be 1.00 or less for the corridor to be considered adequate. All corridors must pass the corridor LOS standard for the transportation system to be considered adequate. Corridors comprised of one concurrency segment must have a v/c of 1.00 or less to be considered adequate. The following corridors comprised of the concurrency segments shown on Figure V-6 of the transportation element will be monitored:~~

~~East Lake Sammamish Parkway North~~

~~Concurrency segments 1, 2 and 3~~

~~East Lake Sammamish Parkway Central~~

~~Concurrency segments 5 and 6~~

~~East Lake Sammamish Parkway South~~

~~Concurrency segments 7 and 8~~

~~Sahalee Way—228th Avenue North~~

~~Concurrency segments 21, 22 and 23~~

~~228th Avenue Central~~

~~Concurrency segments 24 and 25~~

**228th Avenue South**

Concurrency segments 26 and 27

**Issaquah-Pine Lake Road**

Concurrency segments 32, 33 and 34

**244th Avenue Corridor North**

Concurrency segments 35, 36 and 37

**244th Avenue Corridor South**

Concurrency segment 39

**Louis Thompson Road — 212th Corridor**

Concurrency segments 11, 12, 13 and 14

~~(1) In conducting the concurrency test, the~~ The intersection LOS standards adopted in this transportation element ~~the~~ Transportation Element of the Comprehensive Plan are LOS D for intersections that include principal arterials and LOS C for intersections that include minor arterials or collector roadways arterials. The LOS for intersections with principal arterials may be reduced to E for intersections that require more than three approach lanes in any direction. The intersection standards shall be applied to both the morning and afternoon peak hours. The LOS standard for the higher road classification shall be the standard applied.

~~(2) In conducting the concurrency test, the City shall apply the level of service standards for roads, streets, and intersections Citywide. If no road, street or intersection operates below the level of service standard, development may occur anywhere within the City. If any road, street or intersection operates below the level of service standard, development may not be approved anywhere within the City until the level of service is achieved, or transportation improvements or strategies to accommodate the impacts of development will be completed within six years.~~

(2) In conducting the concurrency test in accord with section 14A.10.010, the city shall apply the level of service standards for the concurrency intersections as designated in the comprehensive plan. If no intersections operates below the level of service standard, the concurrency certificate shall be granted. If any concurrency intersection operates below the level of service standards, the concurrency certificate will be denied or the applicant may choose to accept a 90-day reservation as described in 14A.10.040(4)(a).

~~(3) In conducting the concurrency test, the City shall find that the impact of development occurs, and therefore the level of service standards for roads, streets and intersections shall be achieved and maintained, no later than six years from the date of occupancy of the development, or of each phase of a development.~~

~~(4) In the event that the applicant is required to provide-construct a public facility, the development cannot be occupied until the public facility is completed, or the applicant provides the City with a performance bond that is acceptable to the City.~~

~~(5) In conducting the concurrency test, the~~ The City shall determine that which additional public facilities that are needed to achieve the level of service standards are ~~be~~ included in the Capital Facilities Plan Element of the City's Comprehensive Plan to achieve the adopted level of service standards. Such additional public facilities shall be underwritten by one or more of the following a ~~financial commitment, s~~ specific to the additional public facility needed to achieve the level of service standard:

~~(a) Grants from federal, state or private sources if the grant has been awarded for specific projects.~~

~~(b) Appropriations in state biennial budget for specific projects.~~

~~(c) Revenues that can be imposed or expended at the discretion of the City, including, but not limited to, impact fees, SEPA mitigation payments, property taxes, real estate excise taxes, user fees, charges, intergovernmental entitlements, and bonds.~~

~~(d) Revenue from special assessment districts created by the City.~~

~~(e) Irrevocable commitments from developers in a form acceptable to the City including:~~

~~(i) Performance or surety bonds from Washington State financial institutions;~~

~~(ii) Letters of credit from Washington State financial institutions; or~~

~~(iii) Assignments of assets in Washington State (i.e., interests in real property, savings certificates, bank accounts, or negotiable securities).~~

~~(f) Payments by special districts if such payments are similar in character and reliability to those listed in subsections (5)(a) through (e) of this section.~~

~~(g) All development permits that require one or more public facilities provided by entities other than the City shall condition the issuance of the development permit for the same parcel on the availability of such public facilities. The City may enter into an agreement with each public or private entity that provides public facilities in the City to establish the responsibilities of the City and the provider of public facilities in providing data for or conducting a concurrency test. (Ord. O2006-208 § 1; Ord. O2004-139 § 1)~~

**14A.10.060 Certificate of concurrency.**

(1) A certificate of concurrency shall be issued by the public works director or his/her designee after the concurrency test is passed ~~and the applicant has paid the associated impact fee deposit set forth in SMC 14A.15.020.~~

(2) Upon issuance of a certificate of concurrency, the City shall reserve capacity on behalf of the applicant, and indicate the reservation on the certificate of concurrency.

(3) A certificate of concurrency shall expire if the development permit for which the concurrency is reserved is not applied for within 180 days of issuance of the certificate of concurrency.

(4) A certificate of concurrency shall be valid for the development permit application period and subsequently for the same period of time as the development permit for which it was issued.

(5) A certificate of concurrency may be extended according to the same terms and conditions as the underlying development permit. If a development permit is granted an extension, the certificate of concurrency, if any, shall also be extended. Certificates of concurrency shall not be extended beyond the expiration of the underlying development permit, or any extensions thereof.

(6) A certificate of concurrency is valid only for the uses and intensities authorized for the development permit for which it is issued. Any change in use or intensity that increases the impact of development on public facilities is subject to an additional concurrency test of the incremental increase in impact on public facilities. Any change in use or intensity that decreases the impact of development on public facilities is not subject to an additional concurrency test and any capacity that is not required as a result of the decrease in impact shall be available for other applications.

(7) A certificate of concurrency is valid only for the development permit with which it is issued, and for subsequent development permits for the same parcel, as long as the applicant obtains the subsequent development permit prior to the expiration of the earlier development permit. A certificate of concurrency transfers automatically to subsequent development permits for the parcel for which the certificate was issued; provided, that the use or intensity has not changed, and the previous development permit has not expired. The transfer of validity of a certificate of concurrency from one development permit to a subsequent development permit shall not extend or otherwise change the expiration of the certificate of concurrency.

(8) A certificate of concurrency runs with the land, and cannot be transferred to a different parcel. A certificate of concurrency transfers automatically with ownership of the parcel for which the certificate was issued. Upon final subdivision approval of a parcel that has obtained a certificate of concurrency, the City shall replace the certificate of concurrency by issuing a separate certificate of concurrency to each subdivided parcel, assigning to each a pro rata portion of the public facility capacity or other measure that was reserved for the original certificate. The

issuance of pro rata certificates of concurrency to subdivided parcels shall not extend or otherwise change the expiration of the certificates of concurrency. (Ord. O2006-208 § 1; Ord. O2004-139 § 1)

**14A.10.070 Fees.**

(1) The City shall charge each applicant an administrative fee and a concurrency test fee in an amount to be established by resolution by the City eCouncil. The concurrency test fee shall not be refundable after the concurrency test has been performed.

(2) The City shall charge a processing fee to any individual who requests an informal analysis of capacity if the requested analysis requires substantially the same research as a concurrency test. The processing fee shall be nonrefundable and nonassignable to a concurrency test. The amount of the processing fee shall be the same as the concurrency test fee authorized by subsection (1) of this section.

~~(3) When a concurrency test approval notification letter is prepared, the City shall charge an associated impact fee deposit set forth in SMC 14A.15.020. If the deposit is not received within 45 calendar days from the date of the approval notification, the application for a certificate of concurrency shall expire O2006-208 § 1; Ord. O2004-139 § 1)~~

**14A.10.080 Appeals.**

(1) An applicant may appeal a denial of a certificate of concurrency on the following grounds:

- (a) A technical or mathematical error;
- (b) The applicant provided alternative data that was rejected by the City; or
- (c) Unwarranted delay in review of the application that allowed capacity to be given to another applicant.

(2) Appeal of denial of a certificate of concurrency shall be to the hearing examiner in accordance with procedures in SMC Title 20. (Ord. O2006-208 § 1; Ord. O2004-139 § 1)

### Chapter 14A.30

#### RIGHT-OF-WAY USE PERMITS

##### Sections:

- 14A.30.010 Purpose – Permit required.
- 14A.30.015 Definitions.
- 14A.30.020 Right-of-way use permit application process and fee.
- 14A.30.025 Right-of-way use permit types.
- 14A.30.030 Type A right-of-way special use permit.
- 14A.30.040 Type B right-of-way construction permit.
- 14A.30.050 Type C right-of-way utility permit.
- 14A.30.060 Type D right-of-way lease permit.
- 14A.30.070 Revocation or suspension of permit.
- 14A.30.080 Enforcement.

##### **14A.30.010 Purpose – Permit required.**

The purpose of this chapter is to establish minimum rules and regulations for controlling and enforcing right-of-way uses to assure that proposed uses are consistent with the public health, safety, and welfare of the community, and that harm or nuisance which may result from a proposed right-of-way use is prevented.

It shall be unlawful for anyone to make private use of any public right-of-way without a right-of-way use permit issued by the City, or to use any public right-of-way without complying with all provisions of a permit issued by the City. (Ord. O2010-285 § 1 (Att. A))

##### **14A.30.015 Definitions.**

The following words and phrases, wherever used in this chapter, shall have the meanings ascribed to them in this section except where otherwise defined or unless the context shall clearly indicate to the contrary.

- (1) “Abutting property” means and includes property bordering upon and contiguous to a public right-of-way as defined herein.
- (2) “Applicant” means any person, company, corporation, enterprise, or entity applying for the issuance or renewal of a right-of-way use permit or any person, company, corporation, enterprise, or entity that has been issued a right-of-way use permit.
- (3) “Application” means, for the purposes of this chapter, the collection of papers or electronic data necessary to initiate a right-of-way use permit request, and shall include an application in the form approved by the City, and other submittals consistent with the purposes of this chapter.
- (4) “Private use” means use of the public right-of-way for the benefit of a person, partnership, group, organization, company, corporation, entity or outside jurisdiction other than as a public thoroughfare for any type of vehicle, pedestrian, bicycle or equestrian travel.
- (5) “Right-of-way” or “ROW” means and includes streets, avenues, ways, boulevards, drives, places, alleys, sidewalks, landscape (parking) strips, squares, triangles, easements and other rights-of-way open to the use of the public, including the space above or beneath the surface of same. This definition specifically does not include streets, alleys, ways, landscape strips, sidewalks, easements, etc., which have not been deeded, dedicated, or otherwise permanently appropriated to the City for public use.
- (6) “Special event” means an event which will generate or invite public participation, and/or spectators, for a particular and limited purpose and time including, but not limited to, fun runs/walks, roadway foot races, fundraising walks, bike-a-thons, parades, block parties, carnivals, shows, exhibitions and fairs. (Ord. O2010-285 § 1 (Att. A))

**14A.30.020 Right-of-way use permit application process and fee.**

- (1) The City engineer or designee, herein referred to as “the City,” shall establish policies and procedures to administer the permit program.
- (2) Applicants may be required to submit, in addition to the application form, any documents the City deems necessary for the City to perform an accurate evaluation of the right-of-way use permit application.
- (3) Decisions regarding issuance, renewal, denial, or termination of any such permits shall be subject to insurance requirements, bond requirements, indemnification and hold harmless agreements, the capacity of the rights-of-way to accommodate the applicant’s proposed facilities or use, evaluation of competing public interests, and any other administrative requirements applicable to the permit.
- (4) As part of a complete right-of-way use permit application, the applicant shall submit to the City, at the time of application, right-of-way use permit fees, including a nonrefundable application fee, as set forth in the most current City of Sammamish fee schedule.
- (5) If insurance is required, the insurance guidelines in City policy shall apply unless otherwise established by the City.
- (6) Conditions of approval will be identified during the City’s review of the application and may include a certificate of insurance, indemnification and hold harmless agreement, traffic control plan, performance bond, time and use restrictions, video data, status reports, restoration of disturbed right-of-way features, or any other requirements the City deems necessary to protect the right-of-way and public health, safety, and welfare. (Ord. O2010-285 § 1 (Att. A))

**14A.30.025 Right-of-way use permit types.**

- (1) Type A, ROW special use permit, is a short-term permit and allows the use of the right-of-way for nonconstruction activities as described in SMC 14.30.030.
- (2) Type B, ROW construction permit, is a permit that allows the use of the right-of-way for construction activities as described in SMC 14.30.040.
- (3) Type C, ROW utility permit, is a permit that allows for the use of the right-of-way to construct or maintain utilities as described in SMC 14.30.050.
- (4) Type D, ROW lease permit, is a permit that allows long-term usage of public right-of-way for nonconstruction activities as described in SMC 14.30.060. (Ord. O2010-285 § 1 (Att. A))

**14A.30.030 Type A right-of-way special use permit.**

- (1) Type A ROW special use permit is required for any special event that is held within the public right-of-way or creates significant traffic impacts within the public right-of-way.
- (2) Type A ROW special use permit may be required for uses that are nonconstruction uses but not defined as a special event by this chapter.
- (3) Proof of insurance may be required with the City listed as an additional insured to protect the public and the City against liability for injury to persons or property. (Ord. O2010-285 § 1 (Att. A))

**14A.30.040 Type B right-of-way construction permit.**

- (1) Type B ROW construction permits are required before any person, firm, corporation, company, enterprise or entity shall commence or permit any other person, firm, corporation, company, enterprise or entity to commence any work within the public right-of-way. Types of activities that would fall under a Type B ROW construction permit include but are not limited to driveways, curbs, stormwater infrastructure, sidewalks, retaining walls, cutting or maintaining trees and haul routes. Construction work associated with a franchised utility provider or a telecommunication provider shall obtain a Type C ROW utility permit as described in SMC 14.30.050.
- (2) Proof of insurance shall be required, with the City listed as an additional insured, on all work within the right-of-way to address liability for injury to persons or property. Insurance amounts shall be those identified in Section 1-

07.18 (Public Liability and Property Damage Insurance) of the Standard Specifications for Road, Bridge and Municipal Construction (current version) published by the Washington State Department of Transportation, and City amendments thereto. These insurance requirements may be modified at the discretion of the City.

- (3) A current City business license is required for any person performing work in the city right-of-way.
- (4) It is unlawful for any person to perform any work in City right-of-way unless operating under a valid state of Washington general contractor's license, or a valid state of Washington specialty contractor's license applicable to the type of work being performed.
- (5) Contractors are responsible for traffic control, work area protection/security and street maintenance to protect the life, health and safety of the public during any permitted work within the right-of-way, and all methods and equipment used will be subject to the approval of the City.
- (6) All streets, sidewalks, alleys, parkways, and other public rights-of-way disturbed in the course of work performed under any permit shall be restored in accordance with the City of Sammamish public works standards or as required and approved by the City engineer.
- (7) All work within City right-of-way must be pursued to completion with due diligence, and if work is not completed within a reasonable length of time, as determined by the City engineer, the City shall cause the work to be completed at the applicant's expense.
- (8) Any costs incurred by the City for right-of-way restoration will be charged to the property owner and/or developer employing the contractor. (Ord. O2010-285 § 1 (Att. A))

**14A.30.050 Type C right-of-way utility permit.**

- (1) Type C ROW utility permits are required before any person, firm, corporation, company, enterprise or entity shall commence or permit any other person, firm, or corporation to commence any work within the public right-of-way associated with providing or maintaining franchised utilities or telecommunication facilities within the City right-of-way.
- (2) Proof of insurance shall be required, with the City listed as an additional insured, on all work within the right-of-way to address liability for injury to persons or property. Insurance amounts shall be those identified in Section 1-07.18 (Public Liability and Property Damage Insurance) of the Standard Specifications for Road, Bridge and Municipal Construction (current version) published by the Washington State Department of Transportation, and City amendments thereto. These insurance requirements may be modified at the discretion of the City.
- (3) A current City business license is required for any person performing work in the City right-of-way.
- (4) It is unlawful for any person to perform any work in City right-of-way unless operating under a valid state of Washington general contractor's license, or a valid state of Washington specialty contractor's license applicable to the type of work being performed.
- (5) Contractors are responsible for traffic control, work area protection/security and street maintenance to protect the life, health and safety of the public during any permitted work within the right-of-way, and all methods and equipment used will be subject to the approval of the City.
- (6) All streets, sidewalks, alleys, parkways, and other public rights-of-way disturbed in the course of work performed under any permit shall be restored in accordance with the City of Sammamish public works standards or as required and approved by the City engineer.
- (7) All work within City right-of-way must be pursued to completion with due diligence, and if work is not completed within a reasonable length of time, as determined by the City engineer, the City shall cause the work to be completed at the applicant's expense.
- (8) Any costs incurred by the City for right-of-way restoration will be charged to the property owner and/or developer employing the contractor. (Ord. O2010-285 § 1 (Att. A))

The Sammamish Municipal Code is current through Ordinance O2017-455, passed November 28, 2017.

**14A.30.060 Type D right-of-way lease permit.**

(1) Type D ROW lease permits are required before any person, firm, corporation, company, enterprise or entity shall commence or permit any other person, firm, or corporation to commence any work within the ROW or utilize the unopened or unused public ROW for long-term private benefit or use. Types of activities that fall under a Type D ROW lease permit include, but are not limited to, construction of fences, landscaping, private irrigation, sheds, private nonfranchised utilities, and garages. Infrastructure associated with a franchised utility provider or a telecommunication provider shall obtain a Type C ROW utility permit as described in SMC 14.30.050.

(2) Proof of insurance may be required with the City listed as an additional insured to protect the public and the City against liability for injury to persons or property.

(3) At any time the City deems the area being leased is necessary for public benefit, the ROW lease permit may be terminated and the applicant will be required, at their expense, to move their facilities from the public ROW. (Ord. O2010-285 § 1 (Att. A))

**14A.30.070 Revocation or suspension of permit.**

All permits issued pursuant to this chapter shall be temporary, shall vest no permanent rights in the applicant, and may be revoked by the City as follows:

(1) The permit may be immediately revoked by the City in the event of a violation of any of the terms or conditions of the permit; or

(2) The permit may be immediately revoked by the City in the event the permitted special event or street use shall become dangerous to persons or property, or if any structure, site condition or obstruction permitted becomes insecure or unsafe; or

(3) The permit may be revoked by the City upon 30 days' notice if the permit was not for a specified period of time and is not covered by either of the preceding subsections.

(4) If any event, use or occupancy for which the permit has been revoked is not immediately discontinued, the City may remove any structure, site condition or obstruction, or cause to be made such repairs upon the structure, site condition or obstruction as may be necessary to render the same secure and safe, or to adjourn any special event. The cost and expense of such removal, repair or adjournment shall be assessed against the permittee, including all fees and costs associated with enforcement of the collection of same, including attorney's fees. (Ord. O2010-285 § 1 (Att. A))

**14A.30.080 Enforcement.**

The City engineer is authorized to enforce or seek enforcement of the provisions of this chapter, and ordinances and resolutions codified in it, and any rules and regulations promulgated thereunder pursuant to the enforcement and penalty provisions of SMC Title 23. (Ord. O2010-285 § 1 (Att. A))

**20.05.040 Application requirements.**

*20.050.040(1)(l) Approved traffic impact analysis from the director or designee, if required by Chapter 14A.15 SMC;*

**20.10.070 Jurisdiction of the hearing examiner.**

*20.10.070(1)(a) Appeals from the decisions of the director for short subdivisions, including those variance decisions of the City engineer made pursuant to the public works standards as adopted in Chapter 14A.01 SMC with regard to circulation in the subject short subdivisions;*

*20.10.070(1)(g) Appeals from the department's final decisions regarding transportation concurrency, mitigation payment system and intersection standards provisions of SMC Title 14A;*

**20.15.090 Substantive authority.**

*20.15.090(2)(f) The City's public works standards and transportation regulations, as adopted in SMC Title 14A.*

**21A.40.110 Off-street parking plan design standards.**

*21A.40.110(5) Driveways providing ingress and egress between off-street parking areas and abutting streets shall be designed, located and constructed in accordance with the provisions of the City of Sammamish public works standards as adopted by Chapter 14A.01 SMC. Driveways for single detached dwellings, no more than 20 feet in width, may cross required setbacks or landscaped areas in order to provide access between the off-street parking areas and the street, provided no more than 15 percent of the required landscaping or setback area is eliminated by the driveway. Joint use driveways may be located within required landscaping or setback areas. Driveways for all other developments may cross or be located within required setbacks or landscaped areas in order to provide access between the off-street parking areas and the street, provided no more than 10 percent of the required landscaping is displaced by the driveway and the driveway is located no closer than five feet from any property line except where intersecting the street.*

**21A.40.140 Internal circulation street standards.**

*Internal access streets to off-street parking areas shall conform with the surfacing and design requirements for private commercial streets set forth in the City of Sammamish public works standards as adopted by Chapter 14A.01 SMC. (Ord. 099-29 § 1)*

**21A.45.070 Temporary signs.**

*The following temporary signs or displays are permitted and, except as required by the International Building Code; Chapter 16.20 SMC, Construction Administrative Code; or as otherwise required in this chapter, do not require a sign permit, subject to the requirements set out in this chapter. All temporary signs shall not obstruct sight distances and shall follow the regulations prescribed by Chapter 14A.01 SMC, Public Works Standards Adopted, and by SMC 21A.25.220, Sight distance requirements. No temporary signs shall be located within center medians or within roundabouts and the amenity zone along the outside turning edge of a roundabout, traffic circles, or islands. Temporary signs shall not be illuminated.*

**21A.60.060 Adequate streets.**

*21A.60.060(1) All new development shall be served by adequate streets. Streets are adequate if the development's traffic impacts on surrounding public streets are acceptable under the level-of-service standards and the compliance procedures established in SMC Title 14A.*

*21A.60.060(3) A variance request from the street cross-section or construction standards established by the City of Sammamish public works standards adopted by SMC Title 14A, and does not require a variance from this title unless relief is requested from a building height, setback, landscaping or other development standard set forth in Chapters 21A.25 through 21A.65 SMC. (Ord. 099-29 § 1)*

**21A.95.040 Application of development standards.**

*21A.95.040(1) An application for commercial site development permit shall be reviewed pursuant to Chapter 43.21C RCW, SEPA, as implemented by Chapter 197-11 WAC; Chapter 9.04 KCC as adopted by SMC Title 13, Surface Water Management; Chapter 14A.01 SMC, Public Works Standards Adopted; Chapter 16.15 SMC, Clearing and Grading; Chapter 16.05 SMC, Building Codes and Fire Code; Chapter 20.15 SMC, State Environmental Policy Act Procedures; SMC Title 21A, Development Code; SMC Title 25, Shoreline Management;*

*administrative rules adopted pursuant to Chapter 2.55 SMC to implement any such code or ordinance provision; King County board of health rules and regulations; and City approved utility comprehensive plans.*

**21B.40.110 Off-street parking plan design standards.**

*21B.40.110(5) Driveways providing ingress and egress between off-street parking areas and abutting streets shall be designed, located and constructed in accordance with the provisions of the City of Sammamish public works standards as adopted by Chapter 14A.01 SMC. Driveways for single detached dwellings, no more than 20 feet in width, may cross required setbacks or landscaped areas in order to provide access between the off-street parking areas and the street, provided no more than 15 percent of the required landscaping or setback area is eliminated by the driveway. Joint-use driveways may be located within required landscaping or setback areas. Driveways for all other developments may cross or be located within required setbacks or landscaped areas in order to provide access between the off-street parking areas and the street, provided no more than 10 percent of the required landscaping is displaced by the driveway and the driveway is located no closer than five feet from any property line except where intersecting the street.*

**21B.40.140 Internal circulation street standards.**

*Internal access streets to off-street parking areas shall conform with the surfacing and design requirements for private commercial streets set forth in the City of Sammamish public works standards as adopted by Chapter 14A.01 SMC unless the director determines an alternate design is appropriate. (Ord. O2010-293 § 1 (Att. A))*

**21B.45.110 General sign design standards.**

*21B.45.110(3)(b)(iv) Shall not obstruct sight distances as prescribed by Chapter 14A.01 SMC, Public Works Standards Adopted, or by SMC 21B.25.200, Sight distance requirements.*

**21B.45.120 Design standards for specific sign types.**

*21B.45.120(6)(b)(iv) All signs located on a street corner or driveway shall conform with Chapter 14A.01 SMC, Public Works Standards Adopted, and SMC 21B.25.220, Sight distance requirements. (Ord. O2017-436 § 1 (Att. A); Ord. O2010-293 § 1 (Att. A))*

**21B.45.140 Temporary signs.**

*The following temporary signs or displays are permitted and, except as required by the International Building Code; Chapter 16.20 SMC, Construction Administrative Code; or as otherwise required in this chapter, do not require a sign permit, subject to the requirements set out in this chapter. All temporary signs shall not obstruct sight distances and shall follow the regulations prescribed by Chapter 14A.01 SMC, Public Works Standards Adopted, and by SMC 21A.25.220, Sight distance requirements. No temporary signs shall be located within center medians or within roundabouts and the amenity zone along the outside turning edge of a roundabout, traffic circles, or islands. Temporary signs shall not be illuminated.*

**21B.96.010 Purpose – Interim Town Center Street Design Standards (July 7, 2010) adopted.**

*21B.96.010(2) These design standards supplant those adopted under Ordinance O2000-60 under Chapter 14A.01 SMC.*

**27A.20.040 Rights-of-way.**

*Financial guarantees for any right-of-way improvement required pursuant to SMC Title 14A shall be sufficient to cover the cost of restoring the right-of-way to original condition or complying with conditions of any permit or approval, including corrective work necessary to provide drainage consistent with approved plans and conditions, and to protect the public health, safety and welfare. (Ord. O99-29 § 1)*

**21A.15.320 Direct traffic impact.**

“Direct traffic impact” means any increase in vehicle traffic generated by a proposed development that equals or exceeds 10 ~~peak hour, peak direction a.m. or p.m. peak hour~~ vehicle trips on any roadway or intersection. (Ord. O2003-132 § 10)

**21A.15.685 Level of service (LOS), traffic.**

“Level of service (LOS), traffic” means ~~a quantitative measure of traffic congestion identified by a declining letter scale (A—F) as calculated by the methodology contained in the 1985 Highway Capacity Manual Special Report 209 or as calculated by another method approved by the City engineer. LOS “A” indicates free flow of traffic with no delays while LOS “F” indicates jammed conditions or extensive delay. (Ord. O2003-132 § 10) the City’s defined performance standards for its adopted concurrency intersections, as defined in the City’s Comprehensive Plan-~~

**21A.15.870 Peak hour.**

“Peak hour” means the hour during the morning or afternoon ~~when the most critical level of service occurs with the highest traffic volumes~~ for a particular roadway or intersection. ~~(Ord. O2003-132 § 10)~~

**21A.95.020 Applicability.**

(1) An application for commercial site development permit may be submitted for commercial development projects on sites consisting of one or more contiguous lots legally created and zoned to permit the proposed uses.

(a) A commercial site development permit is separate from and does not replace other required permits such as conditional use permits or shoreline substantial development permits. A commercial site development permit may be combined and reviewed concurrently with other permits.

(b) Prior to the issuance of a building permit, all applications for apartment, townhouse, commercial, or office projects must apply for and receive a commercial site development permit. In the event of any question, the city manager or his or her designee shall be responsible for determining the applicability of a commercial site development permit, and how the commercial site development permit shall be processed in conjunction with other applicable permits.

(c) If any of the following scenarios apply to a multifamily, commercial or office proposal, then the applicant must apply for and obtain a CSDP first, prior to issuance of any other permit. In the event of any question, the City manager or his/her designee shall be responsible for determining the applicability of a CSDP.

(i) If three residential units or more will not be located on an individual parcel. This includes three individual single-family dwelling units, townhouse units, apartment units or a combination of dwelling types. Note: Accessory dwelling units are not counted as a residential unit for purposes of this calculation.

(ii) Any new office, multifamily, commercial or office building. Note: New institutional buildings are also included in this definition.

(iii) An office, multifamily, commercial, institutional expansion, tenant improvement or change of use that results in an increase in the number of dwelling units; an increase in impervious surface which triggers a new level of surface water review; a change in the number of ingress or egress points from the site (whether at the applicant’s request or expansion in any of the following areas: building square footage, parking space requirements, or peak a.m. or peak p.m. traffic trips.

**21A.95.080 Modification to an approved permit.**

A subsequent building permit application may contain minor modifications to an approved commercial site development plan provided a modification does not:

(1) Increase the building floor area by more than 10 percent;

(2) Increase the number of dwelling units;

- (3) Increase the total impervious surface area; provided, that relocatable facilities for schools shall be exempt from this restriction;
- (4) Result in an insufficient amount of parking and/or loading;
- (5) Locate buildings outside an approved building envelope; provided, that relocatable facilities for schools shall be exempt from this restriction;
- (6) Change the number of ingress and egress points to the site;
- (7) Significantly increase the traffic impacts of a.m. or p.m. peak-hour trips to and from the site;
- (8) Significantly increase the quantity of imported or exported materials or increase the area of site disturbance.

Modifications that exceed the conditions of approval as stated in this section and require a new review as determined by the director shall only be accomplished by applying for a new commercial site development permit for the entire site. The new application shall be reviewed according to the laws and rules in effect at the time of application. (Ord. O2003-132 § 14)

**21B.95.100 Modification to an approved plan.**

- (1) The director will determine whether a subsequent development permit is in compliance with the applicable UZDP by determining if the application deviates from the UDZP. If the application proposal meets or exceeds the UZDP's conformance to the criteria of SMC 21B.95.060 and supports coordinated infrastructure construction and compatible development, the application will be considered to be in conformance with the UZDP;
- (2) In addition, the director will review the application to ensure that the application proposal does not:
  - (a) Increase the building floor area by more than 10 percent or exceed planning thresholds set by the Town Center Plan, as amended by the City council;
  - (b) Increase the number of dwelling units or the amount of commercial floor area;
  - (c) Increase the total impervious surface area identified in the UZDP;
  - (d) Result in an insufficient amount of parking and/or loading;
  - (e) Result in incompatible uses locating in close proximity;
  - (f) Significantly increase the traffic impacts of a.m. or p.m. peak-hour trips to and from the site; and
  - (g) Significantly increase the quantity of imported or exported materials or increase the area of site disturbance; and

**Titles 14 and 14A of the Sammamish Municipal Code (SMC)**

No.	Section	Original	Amended	Rationale
1	Amended: 14A.01.010 Public works standards adopted.	N/A – this section did not exist	<p>“City of Sammamish 2016 Public Works Standards” as now or hereafter amended as the Public Works Standards for the City, which includes but is not limited to transportation standards and street standards. Pursuant to RCW 35A.13.180, a copy of the most current City of Sammamish Public Works Standards is available on the City’s website at <a href="http://www.sammamish.us">www.sammamish.us</a>.</p> <p>(2) The public works director is hereby authorized to administratively interpret and apply the standards in a manner consistent with their terms in order to better implement the standards or allow for changes in street design and construction technology and methods.(Ord. O2016-425 § 1 (Att. A))</p>	<p>Moved from Section 14.01.010 for consolidation.</p> <p>Edits made to direct readers to the City’s website for the most recent standards, rather than the City Clerk.</p>
2	Amended: 14A.01.020 Resolution of conflicts.	N/A – this section did not exist	In case of inconsistency or conflict between other provisions of the Sammamish Municipal Code and the City of Sammamish Public Works Standards adopted in this chapter, the most restrictive provision shall apply. (Ord. O2016-425 § 1 (Att. A))	Moved from Section 14.01.020 for consolidation.
3	Amended: 14A.01.030 Appeals.	N/A – this section did not exist	Any person or agency aggrieved by an act or decision of the City pursuant to the Public Works Standards may appeal said act or decision to the City of Sammamish pursuant to the appeal provisions for the underlying development permit application as contained in Chapter 20.05 SMC. (Ord. O2016-425 § 1 (Att. A))	Moved from Section 14.01.030 for consolidation.
4	Amended: 14A.05.010 Definitions	The following words and terms shall have the following meanings for the purposes of this title, unless the context clearly requires otherwise. The following words, terms, and definitions shall apply to all portions of this title, except as specifically superseded by definitions set forth elsewhere in this title. Terms otherwise not defined herein shall be given their usual and customary meaning.	Provision removed.	Text removed as it was duplicative to a similar existing statement and it didn’t add clarity.
5	Amended: 14A.05.010 Definitions	“Capital improvement program (CIP)” means the expenditures programmed by the City of Sammamish for capital purposes over the next-six-year period in the CIP most recently adopted by the City Council.	“Capital improvement program (CIP)” means the expenditures programmed by the City of Sammamish for capital purposes over the next-six-year period in the CIP most recently adopted by the City Council.	Definition moved from Section 14.05.010 for consolidation.
6	Amended: 14A.05.010 Definitions	“Concurrency” means adequate public facilities that meet the level of service standard are, or will be, available no later than the impact of development.	“Concurrency” means that a development does not cause the level of service on a locally-owned transportation facility to decline below the standards adopted in the Transportation Element of the Comprehensive Plan, unless transportation improvements or strategies to accommodate the impacts of the development are made concurrent with the development. For the purposes of Title 14A SMC, “concurrent with the development” means that improvements or strategies are in place at the time of development, or that a financial	Definition replaced with the definition from Section 14.05.010 since it provides a more accurate definition for Concurrency.

			commitment is in place to complete the improvements or strategies within six years.	
7	Amended: 14A.05.010 Definitions	“Concurrency test” means a comparison of an applicant’s impact on public facilities to the capacity of public facilities that are, or will be, available no later than the impacts of development.	“Concurrency test” means the determination of an applicant’s impact on transportation facilities by the comparison of the City’s adopted level of service standard to the level of service at intersections with the proposed development. A concurrency test must be passed or verified by a traffic model that it passed in order to obtain a Certificate of Concurrency.	Definition moved from Section 14.05.010, which provided a more accurate description of concurrency. The definition was also edited to reflect the intersection-only based concurrency program.
8	Amended: 14A.05.010 Definitions	“Council” means the City council of the City of Sammamish.	“Council” means the City Council of the City of Sammamish.	Definition edited for grammar.
9	Amended: 14A.05.010 Definitions	“Department,” when referenced in Chapter 14A.15 SMC, means the department of public works, or when referenced in Chapter 14A.20 SMC, means the department of parks and recreation.	“Department,” means the department of public works, department of community development, or when referenced in Chapter 14A.20 SMC, means the department of parks and recreation.	Definition edited for accuracy in the City departments referenced.
10	Amended: 14A.05.010 Definitions	N/A – definition not previously included.	“Development” means specified improvements or changes in use designed or intended to permit a use of land that will contain more dwelling units or buildings than the existing use of the land, or to otherwise change the use of the land or buildings/improvements on the land, and that requires a development permit from the City of Sammamish. The rezoning of land is not development.	Definition moved from Section 14.05.010 for consolidation. Definition also edited to be more accurate, as development is not defined by increased vehicle trip generation.
11	Amended: 14A.05.010 Definitions	<p>“Development permit” means any order, permit or other official action of the City granting, or granting with conditions, an application for development, including specifically:</p> <ul style="list-style-type: none"> <li>(a) Comprehensive plan amendment proposing a change of property designation;</li> <li>(b) Zone reclassifications;</li> <li>(c) Planned action, as that term is defined in RCW 43.21C.031(2);</li> <li>(d) Subdivision, including preliminary plat, short plat, or binding site plan and revisions or alterations which increase the number of dwelling units or trip generation;</li> <li>(e) Mobile home park;</li> <li>(f) Master site plan, including urban planned developments;</li> <li>(g) Conditional use permit;</li> </ul>	<p>“Development permit” means any order, permit or other official action of the City granting, or granting with conditions, an application for development, including specifically:</p> <ul style="list-style-type: none"> <li>(a) Planned action, as that term is defined in RCW 43.21C.031(2);</li> <li>(b) Subdivision, including preliminary plat, short plat, or binding site plan and revisions or alterations which increase the number of dwelling units or trip generation;</li> <li>(c) Mobile home park;</li> <li>(d) Unified Zone Development Plan (UZDP);</li> <li>(e) Conditional use permit;</li> <li>(f) Site development permit;</li> <li>(g) Building permit; or</li> <li>(h) Certificate of occupancy for a change in use.</li> </ul>	Definition edited to exclude comprehensive plan amendments and zone reclassifications from city actions constituting a development permit. Minor edits made for grammar.

		<p>(h) Site development permit;</p> <p>(i) Building permit;</p> <p>(j) Certificate of occupancy for a change in use.</p>		
12	Amended: 14A.05.010 Definitions	“Dwelling unit” means a single unit providing complete and independent living facilities for one or more persons, including permanent facilities for living, sleeping, eating, cooking, and sanitation needs.	“Dwelling unit” means a residential location such as a house, apartment, condominium, townhouse, mobile home, or manufactured home in which people may live.	Definition replaced with definition of dwelling unit reflected in the Appendix A of the Institute of Transportation Engineers, Trip Generation Handbook, 4 <sup>th</sup> Edition, 2017
13	Amended: 14A.05.010 Definitions	N/A – definition not previously included.	<p>“Financial commitment” consists of the following:</p> <p>(a) Revenue designated in the most currently adopted CIP for transportation facilities or strategies needed in the committed network for the transportation adequacy measure to test for concurrency. The financial plan underlying the adopted CIP identifies all applicable and available revenue sources and forecasts these revenues through the six-year period with reasonable assurance that such funds will be timely to put to such ends. Projects to be used in defining the committed network shall represent those projects that are anticipated to be constructed in the six years of the CIP. This commitment is reviewed annually through the budget process;</p> <p>(b) Unanticipated revenue from federal or state grants for which the City has received notice of approval; or</p> <p>(c) Revenue that is assured by an applicant in a form approved by the City in a voluntary agreement.</p> <p>(d) Grants from federal, state or private sources if the grant has been awarded for specific projects.</p> <p>(e) Appropriations in state biennial budget for specific projects.</p> <p>(f) Revenues that can be imposed or expended at the discretion of the City, including, but not limited to, impact fees, SEPA mitigation payments, property taxes, real estate excise taxes, user fees, charges, intergovernmental entitlements, and bonds.</p> <p>(g) Revenue from special assessment districts created by the City.</p> <p>(h) Irrevocable commitments from developers in a form acceptable to the City including:</p>	Definition moved from Section 14.05.010 for consolidation. Definition revised to reflect more accurate description of financial commitment.

			<p>(i) Performance or surety bonds from Washington State financial institutions;</p> <p>(ii) Letters of credit from Washington State financial institutions; or</p> <p>(iii) Assignments of assets in Washington State (i.e., interests in real property, savings certificates, bank accounts, or negotiable securities).</p> <p>(i) Payments by special districts if such payments are similar in character and reliability to those listed in subsections (5)(a) through (e) of this section.</p>	
14	Amended: 14A.05.010 Definitions	“ITE land use code” means the classification code number assigned to a type of land use by the Institute of Transportation Engineers in the current edition of Trip Generation.	“ITE land use code” means the classification code number assigned to a type of land use by the Institute of Transportation Engineers in the current edition of Trip Generation Manual.	Definition edited to correctly cite the name of the document it references.
15	Amended: 14A.05.010 Definitions	“Level of service standard” means the number of units of capacity per unit of demand, or similar objective measure of the extent or degree of service provided by a public facility.	“Level of service standard” means the City’s defined performance standards for its adopted concurrency intersections, as defined in the City’s Comprehensive Plan.	Definition edited to be consistent with the proposed intersection-based level of service standard concurrency policy as described in the proposed updates to the Transportation Element of the Comprehensive Plan.
16	Amended: 14A.05.010 Definitions	N/A – definition not previously included.	“Occupancy” means that a space is being lived in, rented, or used and therefore not vacant.	Newly defined term. Definition based on verbiage reflected in the Appendix A of the Institute of Transportation Engineers, Trip Generation Handbook, 4 <sup>th</sup> Edition, 2017, though no specific definition is provided in that source.
17	Amended: 14A.05.010 Definitions	“Peak hour” means the single hour with the greatest traffic volume between 4:00 p.m. and 6:00 p.m. for the p.m. peak hour and between 7:00 a.m. and 9:00 a.m. for the a.m. peak hour.	“Peak hour” means the hour during the morning or afternoon with the highest traffic volumes for a particular roadway or intersection.	Definition edited to be more consistent with “peak hour” definition from Section 21A.15.870.
18	Amended: 14A.05.010 Definitions	N/A – definition not previously included.	“Preapplication meeting” for the purposes of this title means a meeting between the applicant for a transportation concurrency certificate or its extension and the staff of the department, according to that department’s rules and administrative procedures held for the purpose of determining the requirements to file a development permit application.	Definition moved from Section 14.05.010 for consolidation. Definition also edited to clarify that this definition applies only to this title.
19	Amended: 14A.05.010 Definitions	“Reserve” means to document in the City’s concurrency records in a manner that assigns the capacity or other measure of public facilities to the applicant and prevents the same capacity or other measure being	“Reservation” and “reserve” means development units are set aside in the City’s concurrency records in a manner that assigns the units to the applicant and prevents the same units being assigned to any other applicant.	Definition replaced with definition from Section 14.05.010 for consolidation.

		assigned to any other applicant.		
20	Amended: 14A.05.010 Definitions	“Street” means an urban right-of-way, paving and associated improvements which enables motor vehicles, transit vehicles, bicycles and pedestrians to travel between destinations, and affords the principal means of access to abutting property, including avenue, place, way, drive, lane, boulevard, highway, street, and other thoroughfare, except an alley.	“Street” means a public thoroughfare providing pedestrian and vehicular access through neighborhoods and communities and to abutting property.	Definition replaced with definition from Section 21A.15.1245 for consolidation.
21	Amended: 14A.05.010 Definitions	“Street Impact Fee Rate Study” means the “Rate Study for Impact Fees for Streets,” City of Sammamish, dated September 27, 2006. (Ord. O2014-366 § 1 (Att. A); Ord. O2006-206 § 1; Ord. O2004-138 § 1)	“Street Impact Fee Rate Study” means the “Rate Study for Impact Fees for Streets,” City of Sammamish, dated September 27, 2006 or the most current update.	Definition revised to reference future updates.
22	Amended: 14A.05.010 Definitions	N/A – definition not previously included.	“Trip” is a single or one-direction person or vehicle movement. A trip has an origin and a destination at its respective ends (known as trip ends).	Newly defined term. Definition based on definition of dwelling unit reflected in the Appendix A of the Institute of Transportation Engineers, Trip Generation Handbook, 4 <sup>th</sup> Edition, 2017
23	Amended: 14A.10.010(2)	(2) The City shall not issue a development permit until:  (a) A concurrency test has been conducted and a certificate of concurrency has been issued; or  (b) The applicant has executed a concurrency test deferral affidavit where specifically allowed; or  (c) The applicant has been determined to be exempt from the concurrency test as provided in SMC 14A.10.030(1). (Ord. O2006-208 § 1; Ord. O2004-139 § 1)	(2) The City shall not issue a development permit until:  (a) A certificate of concurrency has been issued; or  (b) The applicant has executed a concurrency test deferral affidavit where specifically allowed; or  (c) The applicant has been determined to be exempt from the concurrency test as provided in SMC 14A.10.030(1). (Ord. O2006-208 § 1; Ord. O2004-139 § 1)	Some smaller developments do not need to perform a separate concurrency test.
24	Amended: 14A.10.030(1)	(1) The following developments are exempt from this chapter, and applicants may submit applications, obtain development permits and commence development without a certificate of concurrency:  (a) Any development permit for the following development because it creates insignificant and/or temporary additional impacts on any public facility:  (i) Right-of-way use;  (ii) Street improvements, including new streets constructed by the City of Sammamish;	(1) The following developments are exempt from this chapter, and applicants may submit applications, obtain development permits and commence development without a certificate of concurrency:  (a) Any development permit for the following development because it creates insignificant and/or temporary additional impacts on any public facility:  (i) Right-of-way use;  (ii) Street improvements, including new streets constructed by the City of Sammamish;	Specifies that tenant improvements that do not generate additional traffic trips should be exempt from concurrency.

		<p>(iii) Street use permits;</p> <p>(iv) Utility facilities which do not impact public facilities, such as pump stations, transmission or collection systems, and reservoirs;</p> <p>(v) Expansion of an existing nonresidential structure that results in the addition of 100 square feet or less of gross floor area and does not add residential units or accessory dwelling units as defined in SMC 21A.15.345 to 21A.15.370;</p> <p>(vi) Expansion of a residential structure provided the expansion does not result in the creation of an additional dwelling unit or accessory dwelling unit as defined in SMC 21A.15.345 to 21A.15.370;</p> <p>(vii) Miscellaneous non-traffic generating improvements, including, but not limited to, fences, walls, swimming pools, sheds, and signs; or</p> <p>(viii) Demolition or moving of a structure.</p> <p>(b) Any development by the City of Sammamish.</p> <p>(c) Public schools.</p>	<p>(iii) Street use permits;</p> <p>(iv) Utility facilities which do not impact public facilities, such as pump stations, transmission or collection systems, and reservoirs;</p> <p>(v) Expansion of an existing nonresidential structure that results in the addition of 100 square feet or less of gross floor area and does not add residential units or accessory dwelling units as defined in SMC 21A.15.345 to 21A.15.370;</p> <p>(vi) Expansion of a residential structure provided the expansion does not result in the creation of an additional dwelling unit or accessory dwelling unit as defined in SMC 21A.15.345 to 21A.15.370;</p> <p>(vii) Miscellaneous non-traffic generating improvements, including, but not limited to, fences, walls, swimming pools, sheds, and signs;</p> <p>(viii) Demolition or moving of a structure; or</p> <p>(ix) Tenant improvements that do not generate additional trips.</p>	
25	Amended: 14A.10.030 (2)	(2) Exemptions from the concurrency test on the capacity of public facilities shall be entered in the City's records in the same manner as though a concurrency test had been performed for the exempt development permits. (Ord. O2006-208 § 1; Ord. O2004-139 § 1)	Provision removed.	Section removed for accuracy.
26	Amended: 14A.10.040 (1) Concurrency Test.	<p>(1) The City shall perform a concurrency test for each application for a certificate of concurrency, except as provided in SMC 14A.10.030. The public works director, or his/her designee, shall use the following methods to conduct the concurrency test for each type of public facility:</p> <p>(a) For individual single-family residential building permits on existing lots, annual certification that the capacity of public facilities may be sufficient to maintain the City's level of service standard for single-family residential development totaling less than 50 units that is estimated to occur during the following year; or</p>	<p>(1) The City shall perform a concurrency test for each application for a certificate of concurrency. The public works director, or his/her designee, shall use the following methods to conduct the concurrency test for each type of public facility:</p> <p>(a) For individual single-family residential building permits on existing lots, or other land use permits that generate less than 10 trips during an individual peak hour, the city will run a concurrency test once enough permits have been received that collectively result in 10 or more trips during an individual peak hour or</p>	Specifies city's process for evaluating concurrency for applications that generate fewer than 10 trips during an individual peak hour. Also broadens the description to apply to any permit that generates fewer than 10 trips – not just residential.
27	Amended: 14A.10.040 (2)	(2) The City may enter into an agreement with each public or private entity that provide public facilities in the City to establish the	Provision removed.	Removed because a code provision is not necessary to permit the City to

	Concurrency Test.	responsibilities of the City and the provider of public facilities in providing data for or conducting a concurrency test.		enter into these types of agreement. It also wasn't clear what the original intent was.
28	Amended: 14A.10.040 (3) Concurrency Test.	(3) If the capacity of available public facilities is equal to or greater than the capacity required to maintain the level of service standard for the impact of the development, the concurrency test is passed, and the applicant shall receive a certificate of concurrency.	<del>(2) If the impact of the development does not cause the level of service to decline below the standard set forth in SMC 14A.10.050, the concurrency test is passed, and the applicant shall receive a certificate of concurrency.</del>	Updated to provide more consistency with the proposed intersection-only LOS concurrency policy specified in 14A.10.050. Section number updated because of edits to previous section.
29	Amended: 14A.10.040 (4) Concurrency Test.	(4) If the capacity of available public facilities is less than the capacity required to maintain the level of service standard for the impact of the development, or the impact of the development will cause the level of service to decline below the standard set forth in SMC 14A.10.050, the concurrency test is not passed, and the applicant may select one of the following options:  (a) Accept a 90-day reservation of public facilities that are available, and within the same 90-day period amend the application to reduce the need for public facilities to not exceed the capacity that is available, or arrange to provide for public facilities that are not otherwise available; or  (b) Appeal the denial of the application for a certificate of concurrency, pursuant to the provisions of SMC 14A.10.080.	<del>(3) If the impact of the development will cause the level of service to decline below the standard set forth in SMC 14A.10.050, the concurrency test is not passed, and the applicant may select one of the following options:  (a) Accept a 90-day reservation of public facilities that are available, and within the same 90-day period amend the application to meet the level of service standard set forth in SMC 14A.10.050, or arrange to provide for public facilities that are not otherwise available; or  (b) Appeal the denial of the application for a certificate of concurrency, pursuant to the provisions of SMC 14A.10.080.</del>	Updated to provide more consistency with the proposed intersection-only concurrency policy specified in 14A.10.050. Section number updated because of edits to previous sections.
30	Amended: 14A.10.040 (5) Concurrency Test.	(5) The City shall conduct the concurrency test in the order that completed applications are received by the City.	<del>(4) The City shall conduct the concurrency test as needed in the order that completed applications are received by the City.</del>	Provides some flexibility since the City does not provide individual concurrency tests for permits that generate less than 10 trips during an individual peak hour. Section number updated because of edits to previous sections.
31	Amended: 14A.10.040 (6) Concurrency Test.	(5) A concurrency test, and any resulting certificate of concurrency, shall be administrative actions of the City that are categorically exempt from the State Environmental Policy Act. (Ord. O2006-208 § 1; Ord. O2004-139 § 1)	<del>(5) A concurrency test, and any resulting certificate of concurrency, shall be administrative actions of the City that are categorically exempt from the State Environmental Policy Act. (Ord. O2006-208 § 1; Ord. O2004-139 § 1)</del>	Section number updated because of edits to previous sections.
32	Amended: 14A.10.050 (1) Level of Service Standards	(1) In conducting the concurrency test, the level of service standards for road and street segments are based on allowable average weekday daily traffic (AWDT) volumes by corridor, as a function of each roadway's characteristics described and listed in the transportation element of the adopted comprehensive plan as amended. Level of service ("LOS") will be based upon performance of key corridors. Corridor LOS will be determined by averaging the incremental corridor segment volume over	<del>(1) In conducting the concurrency test, the level of service standards for road and street segments are based on allowable average weekday daily traffic (AWDT) volumes by corridor, as a function of each roadway's characteristics described and listed in the transportation element of the adopted comprehensive plan as amended. Level of service ("LOS") will be based upon performance of key corridors. Corridor LOS will be determined by averaging the incremental corridor segment volume over capacity (v/c) ratios within each</del>	Edited to remove references to road segments, since they will no longer be part of the concurrency and level of service standards. Updated intersection LOS description to reference both AM and PM peak hours.

	<p>capacity (v/c) ratios within each adopted corridor. This methodology has the effect of tolerating some congestion in a segment or more within a corridor while resulting in the ultimate completion of the corridor improvements. The average v/c of the segments comprising a corridor must be 1.00 or less for the corridor to be considered adequate. All corridors must pass the corridor LOS standard for the transportation system to be considered adequate. Corridors comprised of one concurrency segment must have a v/c of 1.00 or less to be considered adequate. The following corridors comprised of the concurrency segments shown on Figure V-6 of the transportation element will be monitored:</p> <p><b>East Lake Sammamish Parkway North</b> Concurrency segments 1, 2 and 3</p> <p><b>East Lake Sammamish Parkway Central</b> Concurrency segments 5 and 6</p> <p><b>East Lake Sammamish Parkway South</b> Concurrency segments 7 and 8</p> <p><b>Sahalee Way – 228th Avenue North</b> Concurrency segments 21, 22 and 23</p> <p><b>228th Avenue Central</b> Concurrency segments 24 and 25</p> <p><b>228th Avenue South</b> Concurrency segments 26 and 27</p> <p><b>Issaquah-Pine Lake Road</b> Concurrency segments 32, 33 and 34</p> <p><b>244th Avenue Corridor North</b> Concurrency segments 35, 36 and 37</p> <p><b>244th Avenue Corridor South</b> Concurrency segment 39</p> <p><b>Louis Thompson Road – 212th Corridor</b> Concurrency segments 11, 12, 13 and 14</p>	<p><del>adopted corridor. This methodology has the effect of tolerating some congestion in a segment or more within a corridor while resulting in the ultimate completion of the corridor improvements. The average v/c of the segments comprising a corridor must be 1.00 or less for the corridor to be considered adequate. All corridors must pass the corridor LOS standard for the transportation system to be considered adequate. Corridors comprised of one concurrency segment must have a v/c of 1.00 or less to be considered adequate. The following corridors comprised of the concurrency segments shown on Figure V-6 of the transportation element will be monitored:</del></p> <p><b>East Lake Sammamish Parkway North</b> Concurrency segments 1, 2 and 3</p> <p><b>East Lake Sammamish Parkway Central</b> Concurrency segments 5 and 6</p> <p><b>East Lake Sammamish Parkway South</b> Concurrency segments 7 and 8</p> <p><b>Sahalee Way – 228th Avenue North</b> Concurrency segments 21, 22 and 23</p> <p><b>228th Avenue Central</b> Concurrency segments 24 and 25</p> <p><b>228th Avenue South</b> Concurrency segments 26 and 27</p> <p><b>Issaquah-Pine Lake Road</b> Concurrency segments 32, 33 and 34</p> <p><b>244th Avenue Corridor North</b> Concurrency segments 35, 36 and 37</p> <p><b>244th Avenue Corridor South</b> Concurrency segment 39</p> <p><b>Louis Thompson Road – 212th Corridor</b> Concurrency segments 11, 12, 13 and 14</p> <p>(1) In conducting the concurrency test, the intersection LOS standards adopted in the Transportation Element of the Comprehensive Plan are LOS D for</p>	
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		The intersection LOS standards adopted in this transportation element are LOS D for intersections that include principal arterials and LOS C for intersections that include minor arterial or collector roadways. The LOS for intersections with principal arterials may be reduced to E for intersections that require more than three approach lanes in any direction. The intersection standards shall be applied to the peak hour.	intersections that include principal arterials and LOS C for intersections that include minor arterials or collector arterials. The LOS for intersections with principal arterials may be reduced to E for intersections that require more than three approach lanes in any direction. The intersection standards shall be applied to both the morning and afternoon peak hours. The LOS standard for the higher road classification shall be the standard applied.	
33	Amended: 14A.10.050 (2) Level of Service Standards	(2) In conducting the concurrency test, the City shall apply the level of service standards for roads, streets, and intersections Citywide. If no road, street or intersection operates below the level of service standard, development may occur anywhere within the City. If any road, street or intersection operates below the level of service standard, development may not be approved anywhere within the City until the level of service is achieved, or transportation improvements or strategies to accommodate the impacts of development will be completed within six years.	(2) In conducting the concurrency test in accord with section 14A.10.010, the city shall apply the level of service standards for the concurrency intersections as designated in the comprehensive plan. If no intersections operates below the level of service standard, the concurrency certificate shall be granted. If any concurrency intersection operates below the level of service standards, the concurrency certificate will be denied or the applicant may choose to accept a 90-day reservation as described in 14A.10.040(4)(a).	Section replaced to reference the intersection level of service standards.
34	Amended: 14A.10.050 (3) Level of Service Standards	(3) In conducting the concurrency test, the City shall find that the impact of development occurs, and therefore the level of service standards for roads, streets and intersections shall be achieved and maintained, no later than six years from the date of occupancy of the development, or of each phase of a development.	(3) In conducting the concurrency test, the City shall find that the impact of development occurs, and therefore the level of service standards for intersections shall be achieved and maintained, no later than six years from the date of the development.	Edited to remove references to road segments, since they will no longer part of the concurrency and level of service standards. Tied concurrency's six year timeline to the impact of development per the GMA.
35	Amended: 14A.10.050 (4) Level of Service Standards	(4) In the event that the applicant is required to provide a public facility, the development cannot be occupied until the public facility is completed, or the applicant provides the City with a performance bond that is acceptable to the City.	(4) In the event that the applicant is required to construct a public facility, the development cannot be occupied until the public facility is completed, or the applicant provides the City with a performance bond that is acceptable to the City.	Edited for accuracy.
36	Amended: 14A.10.050 (5) Level of Service Standards	(5) In conducting the concurrency test, the City shall determine that additional public facilities that are needed to achieve the level of service standards are included in the capital facilities plan element of the City's comprehensive plan. Such additional public facilities shall be underwritten by one or more of the following financial commitments specific to the additional public facility needed to achieve the level of service standard:  (a) Grants from federal, state or private sources if the grant has been awarded for specific projects.	(5) The City shall determine which additional public facilities are needed to be included in the Capital Facilities Plan Element of the Comprehensive Plan to achieve the adopted level of service standards. Such additional public facilities shall be underwritten by a financial commitment.	Edits made for readability and accuracy, refers to the newly moved definition of financial commitment to the definitions section.

		<p>(b) Appropriations in state biennial budget for specific projects.</p> <p>(c) Revenues that can be imposed or expended at the discretion of the City, including, but not limited to, impact fees, SEPA mitigation payments, property taxes, real estate excise taxes, user fees, charges, intergovernmental entitlements, and bonds.</p> <p>(d) Revenue from special assessment districts created by the City.</p> <p>(e) Irrevocable commitments from developers in a form acceptable to the City including:</p> <ul style="list-style-type: none"> <li>(i) Performance or surety bonds from Washington State financial institutions;</li> <li>(ii) Letters of credit from Washington State financial institutions; or</li> <li>(iii) Assignments of assets in Washington State (i.e., interests in real property, savings certificates, bank accounts, or negotiable securities).</li> </ul> <p>(f) Payments by special districts if such payments are similar in character and reliability to those listed in subsections (5)(a) through (e) of this section.</p> <p>(g) All development permits that require one or more public facilities provided by entities other than the City shall condition the issuance of the development permit for the same parcel on the availability of such public facilities. The City may enter into an agreement with each public or private entity that provides public facilities in the City to establish the responsibilities of the City and the provider of public facilities in providing data for or conducting a concurrency test. (Ord. O2006-208 § 1; Ord. O2004-139 § 1)</p>		
37	Amended: 14A.10.060 Certificate of Concurrency	(1) A certificate of concurrency shall be issued by the public works director or his/her designee after the concurrency test is passed and the applicant has paid the associated impact fee deposit set forth in SMC 14A.15.020.	(1) A certificate of concurrency shall be issued by the public works director or his/her designee after the concurrency test is passed.	Removed reference to impact fees, since not all concurrency applications would be subject to impact fees.
38	Amended: 14A.10.070	(1) The City shall charge each applicant an administrative fee and a concurrency test fee in an amount to be established by resolution by the	(1) The City shall charge each applicant an administrative fee and a concurrency test fee in an amount to be established by resolution by the City	Item 3 removed as it doesn't match current city practice.

	Fees	<p>City council. The concurrency test fee shall not be refundable after the concurrency test has been performed.</p> <p>(2) The City shall charge a processing fee to any individual who requests an informal analysis of capacity if the requested analysis requires substantially the same research as a concurrency test. The processing fee shall be nonrefundable and nonassignable to a concurrency test. The amount of the processing fee shall be the same as the concurrency test fee authorized by subsection (1) of this section.</p> <p>(3) When a concurrency test approval notification letter is prepared, the City shall charge an associated impact fee deposit set forth in SMC 14A.15.020. If the deposit is not received within 45 calendar days from the date of the approval notification, the application for a certificate of concurrency shall expire. (Ord. O2006-208 § 1; Ord. O2004-139 § 1)</p>	<p><b>Council. The concurrency test fee shall not be refundable after the concurrency test has been performed.</b></p> <p><b>(2) The City shall charge a processing fee to any individual who requests an informal analysis of capacity if the requested analysis requires substantially the same research as a concurrency test. The processing fee shall be nonrefundable and nonassignable to a concurrency test. The amount of the processing fee shall be the same as the concurrency test fee authorized by subsection (1) of this section.</b></p>	
39	Amended: 14A.30.010	N/A – this section did not exist	<p><b>The purpose of this chapter is to establish minimum rules and regulations for controlling and enforcing right-of-way uses to assure that proposed uses are consistent with the public health, safety, and welfare of the community, and that harm or nuisance which may result from a proposed right-of-way use is prevented.</b></p> <p><b>It shall be unlawful for anyone to make private use of any public right-of-way without a right-of-way use permit issued by the City, or to use any public right-of-way without complying with all provisions of a permit issued by the City. (Ord. O2010-285 § 1 (Att. A))</b></p>	Section moved from Section 14.30.010 for consolidation.
40	Amended: 14A.30.015	N/A – this section did not exist	<p><b>The following words and phrases, wherever used in this chapter, shall have the meanings ascribed to them in this section except where otherwise defined or unless the context shall clearly indicate to the contrary.</b></p> <p><b>(1) “Abutting property” means and includes property bordering upon and contiguous to a public right-of-way as defined herein.</b></p> <p><b>(2) “Applicant” means any person, company, corporation, enterprise, or entity applying for the issuance or renewal of a right-of-way use permit or any person, company, corporation, enterprise, or entity that has been issued a right-of-way use permit.</b></p> <p><b>(3) “Application” means, for the purposes of this chapter, the collection of papers or electronic data necessary to initiate a right-of-way use permit request, and shall include an application in the form approved by the City, and</b></p>	Definitions moved from Section 14.30.015 for consolidation.

			<p>other submittals consistent with the purposes of this chapter.</p> <p>(4) “Private use” means use of the public right-of-way for the benefit of a person, partnership, group, organization, company, corporation, entity or outside jurisdiction other than as a public thoroughfare for any type of vehicle, pedestrian, bicycle or equestrian travel.</p> <p>(5) “Right-of-way” or “ROW” means and includes streets, avenues, ways, boulevards, drives, places, alleys, sidewalks, landscape (parking) strips, squares, triangles, easements and other rights-of-way open to the use of the public, including the space above or beneath the surface of same. This definition specifically does not include streets, alleys, ways, landscape strips, sidewalks, easements, etc., which have not been deeded, dedicated, or otherwise permanently appropriated to the City for public use.</p> <p>(6) “Special event” means an event which will generate or invite public participation, and/or spectators, for a particular and limited purpose and time including, but not limited to, fun runs/walks, roadway foot races, fundraising walks, bike-a-thons, parades, block parties, carnivals, shows, exhibitions and fairs. (Ord. O2010-285 § 1 (Att. A))</p>	
41	Amended: 14A.30.020	N/A – this section did not exist	<p>(1) The City engineer or designee, herein referred to as “the City,” shall establish policies and procedures to administer the permit program.</p> <p>(2) Applicants may be required to submit, in addition to the application form, any documents the City deems necessary for the City to perform an accurate evaluation of the right-of-way use permit application.</p> <p>(3) Decisions regarding issuance, renewal, denial, or termination of any such permits shall be subject to insurance requirements, bond requirements, indemnification and hold harmless agreements, the capacity of the rights-of-way to accommodate the applicant’s proposed facilities or use, evaluation of competing public interests, and any other administrative requirements applicable to the permit.</p> <p>(4) As part of a complete right-of-way use permit application, the applicant shall submit to the City, at the time of application, right-of-way use permit fees, including a nonrefundable application fee, as set forth in the most current City of Sammamish fee schedule.</p> <p>(5) If insurance is required, the insurance guidelines in City policy shall apply unless otherwise established by the City.</p> <p>(6) Conditions of approval will be identified during the City’s review of the</p>	Section moved from Section 14.30.020 for consolidation.

			application and may include a certificate of insurance, indemnification and hold harmless agreement, traffic control plan, performance bond, time and use restrictions, video data, status reports, restoration of disturbed right-of-way features, or any other requirements the City deems necessary to protect the right-of-way and public health, safety, and welfare. (Ord. O2010-285 § 1 (Att. A))	
42	Amended: 14A.30.025	N/A – this section did not exist	<p>(1) Type A, ROW special use permit, is a short-term permit and allows the use of the right-of-way for nonconstruction activities as described in SMC 14.30.030.</p> <p>(2) Type B, ROW construction permit, is a permit that allows the use of the right-of-way for construction activities as described in SMC 14.30.040.</p> <p>(3) Type C, ROW utility permit, is a permit that allows for the use of the right-of-way to construct or maintain utilities as described in SMC 14.30.050.</p> <p>(4) Type D, ROW lease permit, is a permit that allows long-term usage of public right-of-way for nonconstruction activities as described in SMC 14.30.060. (Ord. O2010-285 § 1 (Att. A))</p>	Section moved from Section 14.30.025 for consolidation.
43	Amended: 14A.30.030	N/A – this section did not exist	<p>(1) Type A ROW special use permit is required for any special event that is held within the public right-of-way or creates significant traffic impacts within the public right-of-way.</p> <p>(2) Type A ROW special use permit may be required for uses that are nonconstruction uses but not defined as a special event by this chapter.</p> <p>(3) Proof of insurance may be required with the City listed as an additional insured to protect the public and the City against liability for injury to persons or property. (Ord. O2010-285 § 1 (Att. A))</p>	Section moved from Section 14.30.030 for consolidation.
44	Amended: 14A.30.040	N/A – this section did not exist	<p>(1) Type B ROW construction permits are required before any person, firm, corporation, company, enterprise or entity shall commence or permit any other person, firm, corporation, company, enterprise or entity to commence any work within the public right-of-way. Types of activities that would fall under a Type B ROW construction permit include but are not limited to driveways, curbs, stormwater infrastructure, sidewalks, retaining walls, cutting or maintaining trees and haul routes. Construction work associated with a franchised utility provider or a telecommunication provider shall obtain a Type C ROW utility permit as described in SMC 14.30.050.</p> <p>(2) Proof of insurance shall be required, with the City listed as an additional insured, on all work within the right-of-way to address liability for injury to persons or property. Insurance amounts shall be those identified in Section 1-</p>	Section moved from Section 14.30.040 for consolidation.

			<p>07.18 (Public Liability and Property Damage Insurance) of the Standard Specifications for Road, Bridge and Municipal Construction (current version) published by the Washington State Department of Transportation, and City amendments thereto. These insurance requirements may be modified at the discretion of the City.</p> <p>(3) A current City business license is required for any person performing work in the city right-of-way.</p> <p>(4) It is unlawful for any person to perform any work in City right-of-way unless operating under a valid state of Washington general contractor's license, or a valid state of Washington specialty contractor's license applicable to the type of work being performed.</p> <p>(5) Contractors are responsible for traffic control, work area protection/security and street maintenance to protect the life, health and safety of the public during any permitted work within the right-of-way, and all methods and equipment used will be subject to the approval of the City.</p> <p>(6) All streets, sidewalks, alleys, parkways, and other public rights-of-way disturbed in the course of work performed under any permit shall be restored in accordance with the City of Sammamish public works standards or as required and approved by the City engineer.</p> <p>(7) All work within City right-of-way must be pursued to completion with due diligence, and if work is not completed within a reasonable length of time, as determined by the City engineer, the City shall cause the work to be completed at the applicant's expense.</p> <p>(8) Any costs incurred by the City for right-of-way restoration will be charged to the property owner and/or developer employing the contractor. (Ord. O2010-285 § 1 (Att. A))</p>	
45	Amended: 14A.30.050	N/A – this section did not exist	<p>(1) Type C ROW utility permits are required before any person, firm, corporation, company, enterprise or entity shall commence or permit any other person, firm, or corporation to commence any work within the public right-of-way associated with providing or maintaining franchised utilities or telecommunication facilities within the City right-of-way.</p> <p>(2) Proof of insurance shall be required, with the City listed as an additional insured, on all work within the right-of-way to address liability for injury to persons or property. Insurance amounts shall be those identified in Section 1-07.18 (Public Liability and Property Damage Insurance) of the Standard Specifications for Road, Bridge and Municipal Construction (current version) published by the Washington State Department of Transportation, and City</p>	Section moved from Section 14.30.050 for consolidation.

			<p>amendments thereto. These insurance requirements may be modified at the discretion of the City.</p> <p>(3) A current City business license is required for any person performing work in the City right-of-way.</p> <p>(4) It is unlawful for any person to perform any work in City right-of-way unless operating under a valid state of Washington general contractor's license, or a valid state of Washington specialty contractor's license applicable to the type of work being performed.</p> <p>(5) Contractors are responsible for traffic control, work area protection/security and street maintenance to protect the life, health and safety of the public during any permitted work within the right-of-way, and all methods and equipment used will be subject to the approval of the City.</p> <p>(6) All streets, sidewalks, alleys, parkways, and other public rights-of-way disturbed in the course of work performed under any permit shall be restored in accordance with the City of Sammamish public works standards or as required and approved by the City engineer.</p> <p>(7) All work within City right-of-way must be pursued to completion with due diligence, and if work is not completed within a reasonable length of time, as determined by the City engineer, the City shall cause the work to be completed at the applicant's expense.</p> <p>(8) Any costs incurred by the City for right-of-way restoration will be charged to the property owner and/or developer employing the contractor. (Ord. O2010-285 § 1 (Att. A))</p>	
46	Amended: 14A.30.060	N/A – this section did not exist	<p>(1) Type D ROW lease permits are required before any person, firm, corporation, company, enterprise or entity shall commence or permit any other person, firm, or corporation to commence any work within the ROW or utilize the unopened or unused public ROW for long-term private benefit or use. Types of activities that fall under a Type D ROW lease permit include, but are not limited to, construction of fences, landscaping, private irrigation, sheds, private nonfranchised utilities, and garages. Infrastructure associated with a franchised utility provider or a telecommunication provider shall obtain a Type C ROW utility permit as described in SMC 14.30.050.</p> <p>(2) Proof of insurance may be required with the City listed as an additional insured to protect the public and the City against liability for injury to persons or property.</p> <p>(3) At any time the City deems the area being leased is necessary for public</p>	Section moved from Section 14.30.060 for consolidation.

			benefit, the ROW lease permit may be terminated and the applicant will be required, at their expense, to move their facilities from the public ROW. (Ord. O2010-285 § 1 (Att. A))	
47	Amended: 14A.30.070	N/A – this section did not exist	<p>All permits issued pursuant to this chapter shall be temporary, shall vest no permanent rights in the applicant, and may be revoked by the City as follows:</p> <p>(1) The permit may be immediately revoked by the City in the event of a violation of any of the terms or conditions of the permit; or</p> <p>(2) The permit may be immediately revoked by the City in the event the permitted special event or street use shall become dangerous to persons or property, or if any structure, site condition or obstruction permitted becomes insecure or unsafe; or</p> <p>(3) The permit may be revoked by the City upon 30 days’ notice if the permit was not for a specified period of time and is not covered by either of the preceding subsections.</p> <p>(4) If any event, use or occupancy for which the permit has been revoked is not immediately discontinued, the City may remove any structure, site condition or obstruction, or cause to be made such repairs upon the structure, site condition or obstruction as may be necessary to render the same secure and safe, or to adjourn any special event. The cost and expense of such removal, repair or adjournment shall be assessed against the permittee, including all fees and costs associated with enforcement of the collection of same, including attorney’s fees. (Ord. O2010-285 § 1 (Att. A))</p>	Section moved from Section 14.30.070 for consolidation.
48	Amended: 14A.30.080	N/A – this section did not exist	The City engineer is authorized to enforce or seek enforcement of the provisions of this chapter, and ordinances and resolutions codified in it, and any rules and regulations promulgated thereunder pursuant to the enforcement and penalty provisions of SMC Title 23. (Ord. O2010-285 § 1 (Att. A))	Section moved from Section 14.30.080 for consolidation.

**Titles 21A & 21B of the Sammamish Municipal Code – updated definitions**

#	Section	Original	Amended	Rationale
49	Amended: 21A.15.320 Direct traffic impact.	“Direct traffic impact” means any increase in vehicle traffic generated by a proposed development that equals or exceeds 10 peak hour, peak direction vehicle trips on any roadway or intersection. (Ord. O2003-132 § 10)	“Direct traffic impact” means any increase in vehicle traffic generated by a proposed development that equals or exceeds 10 <del>peak hour, peak direction a.m. or p.m. peak hour</del> vehicle trips on any roadway or intersection. (Ord. O2003-132 § 10)	Definition edited for consistency of language used with peak hour throughout SMC 14A and 21A.
50	Amended: 21A.15.685 Level of service (LOS), traffic.	“Level of service (LOS), traffic” means a quantitative measure of traffic congestion identified by a declining letter scale (A – F) as calculated by the methodology contained in the 1985 Highway Capacity Manual Special Report 209 or as calculated by another method approved by the City engineer. LOS “A” indicates free flow of traffic with no delays while LOS “F” indicates jammed conditions or extensive delay. (Ord. O2003-132 § 10).	“Level of service (LOS), traffic” means <del>a quantitative measure of traffic congestion identified by a declining letter scale (A – F) as calculated by the methodology contained in the 1985 Highway Capacity Manual Special Report 209 or as calculated by another method approved by the City engineer. LOS “A” indicates free flow of traffic with no delays while LOS “F” indicates jammed conditions or extensive delay. (Ord. O2003-132 § 10)</del> the City’s defined performance standards for its adopted concurrency intersections, as defined in the City’s Comprehensive Plan.	Definition edited for accuracy with language in SMC 14A.
51	Amended: 21A.15.870 Peak hour.	“Peak hour” means the hour during the morning or afternoon when the most critical level of service occurs for a particular roadway or intersection. (Ord. O2003-132 § 10)	“Peak hour” means the hour during the morning or afternoon <del>when the most critical level of service occurs with the highest traffic volumes for a particular roadway or intersection. (Ord. O2003-132 § 10)</del>	Definition edited for accuracy with language in SMC 14A.
52	Amended: 21A.95.020 (1)(c)(iii) Applicability.	(iii) An office, multifamily, commercial, institutional expansion, tenant improvement or change of use that results in an increase in the number of dwelling units; an increase in impervious surface which triggers a new level of surface water review; a change in the number of ingress or egress points from the site (whether at the applicant’s request or expansion in any of the following areas: building square footage, parking space requirements or peak p.m. traffic trips.	(iii) An office, multifamily, commercial, institutional expansion, tenant improvement or change of use that results in an increase in the number of dwelling units; an increase in impervious surface which triggers a new level of surface water review; a change in the number of ingress or egress points from the site (whether at the applicant’s request or expansion in any of the following areas: building square footage, parking space requirements, <del>or peak a.m. or peak p.m. traffic trips.</del>	Language added for clarity and accuracy of peak hour language in SMC 14A.
53	Amended: 21A.95.080 (7) Modification to an approved permit.	(7) Significantly increase the traffic impacts of peak-hour trips to and from the site;	(7) Significantly increase the traffic impacts of <del>a.m. or p.m.</del> peak-hour trips to and from the site;	Language added for clarity and accuracy of peak hour language in SMC 14A.
54	Amended: 21B.95.100 (2)(f) Modification to an approved plan.	(f) Significantly increase the traffic impacts of peak-hour trips to and from the site; and	(f) Significantly increase the traffic impacts of <del>a.m. or p.m.</del> peak-hour trips to and from the site; and	Language added for clarity and accuracy of peak hour language in SMC 14A.

**Titles 20, 21A, 21B & 27A of the Sammamish Municipal Code – updated reference**

**es to Titles 14 & 14A**

No.	Section	Original	Amended	Rationale
55	Amended: 20.05.040 Application requirements	[...]20.050.040(1)(l) Approved traffic impact analysis from the director or designee, if required by Chapter 14.15 SMC [...]	20.050.040(1)(l) Approved traffic impact analysis from the director or designee, if required by Chapter 14A.15 SMC	Proposed updated references for consistency with proposed code changes to Titles 14 and 14A
56	Amended: 20.10.070 Jurisdiction of the hearing examiner	[...] 20.10.070(1)(a) Appeals from the decisions of the director for short subdivisions, including those variance decisions of the City engineer made pursuant to the public works standards as adopted in Chapter 14.01 SMC with regard to circulation in the subject short subdivisions; [...]	20.10.070(1)(a) Appeals from the decisions of the director for short subdivisions, including those variance decisions of the City engineer made pursuant to the public works standards as adopted in Chapter 14A.01 SMC with regard to circulation in the subject short subdivisions;	Proposed updated references for consistency with proposed code changes to Titles 14 and 14A
57	Amended: 20.10.070 Jurisdiction of the hearing examiner	[...]20.10.070(1)(g) Appeals from the department's final decisions regarding transportation concurrency, mitigation payment system and intersection standards provisions of SMC Title 14; [...]	20.10.070(1)(g) Appeals from the department's final decisions regarding transportation concurrency, mitigation payment system and intersection standards provisions of SMC Title 14A;	Proposed updated references for consistency with proposed code changes to Titles 14 and 14A
58	Amended: 20.15.090 Substantive authority	[...] 20.15.090(2)(f) The City's public works standards and transportation regulations, as adopted in SMC Title 14. [...]	20.15.090(2)(f) The City's public works standards and transportation regulations, as adopted in SMC Title 14A.	Proposed updated references for consistency with proposed code changes to Titles 14 and 14A
59	Amended: 21A.40.110 Off-street parking plan design standards	[...]21A.40.110(5) Driveways providing ingress and egress between off-street parking areas and abutting streets shall be designed, located and constructed in accordance with the provisions of the City of Sammamish public works standards as adopted by Chapter 14.01 SMC. Driveways for single detached dwellings, no more than 20 feet in width, may cross required setbacks or landscaped areas in order to provide access between the off-street parking areas and the street, provided no more than 15 percent of the required landscaping or setback area is eliminated by the driveway. Joint use driveways may be located within required landscaping or setback areas. Driveways for all other developments may cross or be located within required setbacks or landscaped areas in order to provide access between the off-street parking areas and the street, provided no more than 10 percent of the required landscaping is displaced by the driveway and the driveway is located no closer than five feet from any property line except where intersecting the street.  [...]	21A.40.110(5) Driveways providing ingress and egress between off-street parking areas and abutting streets shall be designed, located and constructed in accordance with the provisions of the City of Sammamish public works standards as adopted by Chapter 14A.01 SMC. Driveways for single detached dwellings, no more than 20 feet in width, may cross required setbacks or landscaped areas in order to provide access between the off-street parking areas and the street, provided no more than 15 percent of the required landscaping or setback area is eliminated by the driveway. Joint use driveways may be located within required landscaping or setback areas. Driveways for all other developments may cross or be located within required setbacks or landscaped areas in order to provide access between the off-street parking areas and the street, provided no more than 10 percent of the required landscaping is displaced by the driveway and the driveway is located no closer than five feet from any property line except where intersecting the street.	Proposed updated references for consistency with proposed code changes to Titles 14 and 14A
60	Amended:	[...]Internal access streets to off-street parking areas shall	Internal access streets to off-street parking areas shall conform	Proposed updated references for consistency with

	21A.40.140 Internal circulation street standards	<i>conform with the surfacing and design requirements for private commercial streets set forth in the City of Sammamish public works standards as adopted by Chapter 14.01 SMC. (Ord. O99-29 § 1)</i> [...]	<i>with the surfacing and design requirements for private commercial streets set forth in the City of Sammamish public works standards as adopted by Chapter 14A.01 SMC. (Ord. O99-29 § 1)</i>	proposed code changes to Titles 14 and 14A
61	Amended: 21A.45.070 Temporary signs	[...] <i>The following temporary signs or displays are permitted and, except as required by the International Building Code; Chapter 16.20 SMC, Construction Administrative Code; or as otherwise required in this chapter, do not require a sign permit, subject to the requirements set out in this chapter. All temporary signs shall not obstruct sight distances and shall follow the regulations prescribed by Chapter 14.01 SMC, Public Works Standards Adopted, and by SMC 21A.25.220, Sight distance requirements. No temporary signs shall be located within center medians or within roundabouts and the amenity zone along the outside turning edge of a roundabout, traffic circles, or islands. Temporary signs shall not be illuminated.</i> [...]	<i>The following temporary signs or displays are permitted and, except as required by the International Building Code; Chapter 16.20 SMC, Construction Administrative Code; or as otherwise required in this chapter, do not require a sign permit, subject to the requirements set out in this chapter. All temporary signs shall not obstruct sight distances and shall follow the regulations prescribed by Chapter 14A.01 SMC, Public Works Standards Adopted, and by SMC 21A.25.220, Sight distance requirements. No temporary signs shall be located within center medians or within roundabouts and the amenity zone along the outside turning edge of a roundabout, traffic circles, or islands. Temporary signs shall not be illuminated.</i>	Proposed updated references for consistency with proposed code changes to Titles 14 and 14A
62	Amended: 21A.60.060 Adequate streets.	[...] <i>21A.60.060(1) All new development shall be served by adequate streets. Streets are adequate if the development's traffic impacts on surrounding public streets are acceptable under the level-of-service standards and the compliance procedures established in SMC Title 14.</i> [...]	<i>21A.60.060(1) All new development shall be served by adequate streets. Streets are adequate if the development's traffic impacts on surrounding public streets are acceptable under the level-of-service standards and the compliance procedures established in SMC Title 14A.</i>	Proposed updated references for consistency with proposed code changes to Titles 14 and 14A
63	Amended: 21A.60.060 Adequate streets	[...] <i>21A.60.060(3) A variance request from the street cross-section or construction standards established by the City of Sammamish public works standards adopted by SMC Title 14, and does not require a variance from this title unless relief is requested from a building height, setback, landscaping or other development standard set forth in Chapters 21A.25 through 21A.65 SMC. (Ord. O99-29 § 1)</i> [...]	<i>21A.60.060(3) A variance request from the street cross-section or construction standards established by the City of Sammamish public works standards adopted by SMC Title 14A, and does not require a variance from this title unless relief is requested from a building height, setback, landscaping or other development standard set forth in Chapters 21A.25 through 21A.65 SMC. (Ord. O99-29 § 1)</i>	Proposed updated references for consistency with proposed code changes to Titles 14 and 14A
64	Amended: 21A.95.040 Application of development standards.	[...] <i>21A.95.040(1) An application for commercial site development permit shall be reviewed pursuant to Chapter 43.21C RCW, SEPA, as implemented by Chapter 197-11 WAC; Chapter 9.04 KCC as adopted by SMC Title 13, Surface Water Management; Chapter 14.01 SMC, Public Works Standards Adopted; Chapter 16.15 SMC, Clearing and Grading; Chapter 16.05 SMC, Building Codes and Fire</i>	<i>21A.95.040(1) An application for commercial site development permit shall be reviewed pursuant to Chapter 43.21C RCW, SEPA, as implemented by Chapter 197-11 WAC; Chapter 9.04 KCC as adopted by SMC Title 13, Surface Water Management; Chapter 14A.01 SMC, Public Works Standards Adopted; Chapter 16.15 SMC, Clearing and Grading; Chapter 16.05 SMC, Building Codes and Fire Code; Chapter 20.15 SMC,</i>	Proposed updated references for consistency with proposed code changes to Titles 14 and 14A

		<i>Code; Chapter 20.15 SMC, State Environmental Policy Act Procedures; SMC Title 21A, Development Code; SMC Title 25, Shoreline Management; administrative rules adopted pursuant to Chapter 2.55 SMC to implement any such code or ordinance provision; King County board of health rules and regulations; and City approved utility comprehensive plans. [...]</i>	<i>State Environmental Policy Act Procedures; SMC Title 21A, Development Code; SMC Title 25, Shoreline Management; administrative rules adopted pursuant to Chapter 2.55 SMC to implement any such code or ordinance provision; King County board of health rules and regulations; and City approved utility comprehensive plans.</i>	
65	Amended: 21B.40.110 Off-street parking plan design standards.	<i>[...]21B.40.110(5) Driveways providing ingress and egress between off-street parking areas and abutting streets shall be designed, located and constructed in accordance with the provisions of the City of Sammamish public works standards as adopted by Chapter 14.01 SMC. Driveways for single detached dwellings, no more than 20 feet in width, may cross required setbacks or landscaped areas in order to provide access between the off-street parking areas and the street, provided no more than 15 percent of the required landscaping or setback area is eliminated by the driveway. Joint-use driveways may be located within required landscaping or setback areas. Driveways for all other developments may cross or be located within required setbacks or landscaped areas in order to provide access between the off-street parking areas and the street, provided no more than 10 percent of the required landscaping is displaced by the driveway and the driveway is located no closer than five feet from any property line except where intersecting the street.[...]</i>	<i>21B.40.110(5) Driveways providing ingress and egress between off-street parking areas and abutting streets shall be designed, located and constructed in accordance with the provisions of the City of Sammamish public works standards as adopted by Chapter 14A.01 SMC. Driveways for single detached dwellings, no more than 20 feet in width, may cross required setbacks or landscaped areas in order to provide access between the off-street parking areas and the street, provided no more than 15 percent of the required landscaping or setback area is eliminated by the driveway. Joint-use driveways may be located within required landscaping or setback areas. Driveways for all other developments may cross or be located within required setbacks or landscaped areas in order to provide access between the off-street parking areas and the street, provided no more than 10 percent of the required landscaping is displaced by the driveway and the driveway is located no closer than five feet from any property line except where intersecting the street.</i>	Proposed updated references for consistency with proposed code changes to Titles 14 and 14A
66	Amended: 21B.40.140 Internal circulation street standards.	<i>[...] Internal access streets to off-street parking areas shall conform with the surfacing and design requirements for private commercial streets set forth in the City of Sammamish public works standards as adopted by Chapter 14.01 SMC unless the director determines an alternate design is appropriate. (Ord. O2010-293 § 1 (Att. A)) [...]</i>	<i>Internal access streets to off-street parking areas shall conform with the surfacing and design requirements for private commercial streets set forth in the City of Sammamish public works standards as adopted by Chapter 14A.01 SMC unless the director determines an alternate design is appropriate. (Ord. O2010-293 § 1 (Att. A))</i>	Proposed updated references for consistency with proposed code changes to Titles 14 and 14A
67	Amended: 21B.45.110 General sign design standards.	<i>[...]21B.45.110(3)(b)(iv) Shall not obstruct sight distances as prescribed by Chapter 14.01 SMC, Public Works Standards Adopted, or by SMC 21B.25.200, Sight distance requirements. [...]</i>	<i>21B.45.110(3)(b)(iv) Shall not obstruct sight distances as prescribed by Chapter 14A.01 SMC, Public Works Standards Adopted, or by SMC 21B.25.200, Sight distance requirements.</i>	Proposed updated references for consistency with proposed code changes to Titles 14 and 14A
68	Amended: 21B.45.120 Design standards for specific sign types.	<i>[...]21B.45.120(6)(b)(iv) All signs located on a street corner or driveway shall conform with Chapter 14.01 SMC, Public Works Standards Adopted, and SMC 21B.25.220, Sight</i>	<i>21B.45.120(6)(b)(iv) All signs located on a street corner or driveway shall conform with Chapter 14A.01 SMC, Public Works Standards Adopted, and SMC 21B.25.220, Sight distance</i>	Proposed updated references for consistency with proposed code changes to Titles 14 and 14A

		<i>distance requirements. (Ord. O2017-436 § 1 (Att. A); Ord. O2010-293 § 1 (Att. A)) [...]</i>	<i>requirements. (Ord. O2017-436 § 1 (Att. A); Ord. O2010-293 § 1 (Att. A))</i>	
69	Amended: 21B.45.140 Temporary signs.	<i>[...]The following temporary signs or displays are permitted and, except as required by the International Building Code; Chapter 16.20 SMC, Construction Administrative Code; or as otherwise required in this chapter, do not require a sign permit, subject to the requirements set out in this chapter. All temporary signs shall not obstruct sight distances and shall follow the regulations prescribed by Chapter 14.01 SMC, Public Works Standards Adopted, and by SMC 21A.25.220, Sight distance requirements. No temporary signs shall be located within center medians or within roundabouts and the amenity zone along the outside turning edge of a roundabout, traffic circles, or islands. Temporary signs shall not be illuminated [...]</i>	<i>The following temporary signs or displays are permitted and, except as required by the International Building Code; Chapter 16.20 SMC, Construction Administrative Code; or as otherwise required in this chapter, do not require a sign permit, subject to the requirements set out in this chapter. All temporary signs shall not obstruct sight distances and shall follow the regulations prescribed by Chapter 14A.01 SMC, Public Works Standards Adopted, and by SMC 21A.25.220, Sight distance requirements. No temporary signs shall be located within center medians or within roundabouts and the amenity zone along the outside turning edge of a roundabout, traffic circles, or islands. Temporary signs shall not be illuminated.</i>	Proposed updated references for consistency with proposed code changes to Titles 14 and 14A
70	Amended: 21B.96.010 Purpose – Interim Town Center Street Design Standards (July 7, 2010) adopted.	<i>[...] 21B.96.010(2) These design standards supplant those adopted under Ordinance O2000-60 under Chapter 14.01 SMC. [...]</i>	<i>21B.96.010(2) These design standards supplant those adopted under Ordinance O2000-60 under Chapter 14A.01 SMC.</i>	Proposed updated references for consistency with proposed code changes to Titles 14 and 14A
71	Amended: 27A.20.040 Rights-of-way.	<i>[...]Financial guarantees for any right-of-way improvement required pursuant to SMC Title 14 shall be sufficient to cover the cost of restoring the right-of-way to original condition or complying with conditions of any permit or approval, including corrective work necessary to provide drainage consistent with approved plans and conditions, and to protect the public health, safety and welfare. (Ord. O99-29 § 1) [...]</i>	<i>Financial guarantees for any right-of-way improvement required pursuant to SMC Title 14A shall be sufficient to cover the cost of restoring the right-of-way to original condition or complying with conditions of any permit or approval, including corrective work necessary to provide drainage consistent with approved plans and conditions, and to protect the public health, safety and welfare. (Ord. O99-29 § 1)</i>	Proposed updated references for consistency with proposed code changes to Titles 14 and 14A

**Agenda Bill**  
 City Council Regular Meeting  
 May 15, 2018



<b>SUBJECT:</b>	Resolution: Declaring Vehicles and Equipment as Surplus	
<b>DATE SUBMITTED:</b>	April 17, 2018	
<b>DEPARTMENT:</b>	Facilities & Fleet	
<b>NEEDED FROM COUNCIL:</b>	<input checked="" type="checkbox"/> Action <input type="checkbox"/> Direction <input type="checkbox"/> Informational	
<b>RECOMMENDATION:</b>	Hold a public hearing and approve the Resolution authorizing the surplus of equipment.	
<b>EXHIBITS:</b>	<a href="#">1. Exhibit 1 - Resolution</a>	
<b>BUDGET:</b>		
Total dollar amount		<input type="checkbox"/> <b>Approved in budget</b>
Fund(s)		<input type="checkbox"/> <b>Budget reallocation required</b>
		<input checked="" type="checkbox"/> <b>No budgetary impact</b>
<b>WORK PLAN FOCUS AREAS:</b>		
<input checked="" type="checkbox"/> Transportation	<input type="checkbox"/> Community Safety	
<input type="checkbox"/> Communication & Engagement	<input type="checkbox"/> Community Livability	
<input checked="" type="checkbox"/> High Performing Government	<input type="checkbox"/> Culture & Recreation	
<input type="checkbox"/> Environmental Health & Protection	<input type="checkbox"/> Financial Sustainability	

**ISSUE BEFORE COUNCIL:**

Should the City surplus vehicles and equipment as specified in Exhibit 1?

**KEY FACTS AND INFORMATION SUMMARY:**

The City’s Equipment Rental and Replacement Plan calls for the replacement of two vehicles and five pieces of equipment owned by the City in 2018. There are an additional three pieces of equipment that are no longer used and will not be replaced. If approved, this Resolution (Exhibit 1) declares those vehicles and equipment as surplus. The Resolution lists items that have either reached or exceeded their life cycle, are cost prohibitive to repair or are obsolete and have no value to Maintenance and Operations.

The Sammamish Municipal Code, section [2.50.010\(1\)\(i\)](#), allows the City Manager to sell surplus personal property with an estimated cumulative value of \$50,000 or less.

The attached Resolution proposes the surplus of vehicles and equipment with a cumulative estimated value of \$101,100.00, which requires the approval of the City Council. Surplus equipment of value will be sold at auction and the proceeds credited to the Equipment Rental and Replacement Fund. Items with no monetary value will be recycled or disposed of.

**FINANCIAL IMPACT:**

The proceeds from the sale of surplus equipment of value will be credited to the Equipment Rental and Replacement Fund.

**CITY OF SAMMAMISH  
WASHINGTON  
RESOLUTION NO: R2018-\_\_\_\_**

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**A RESOLUTION OF THE CITY OF SAMMAMISH CITY  
COUNCIL DECLARING VEHICLES AND EQUIPMENT AS  
SURPLUS**

WHEREAS, the City of Sammamish has established an Equipment Rental & Replacement Plan for its vehicles and equipment; and

WHEREAS, the Equipment Rental & Replacement Plan calls for the replacement of two vehicles and three pieces of equipment owned by the City of Sammamish in 2018;

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

The following vehicles and equipment have been replaced and are declared surplus to the needs of the City and shall be disposed of in a manner prescribed in state law:

2003 International 7400 5-yard dump truck, V-07, Inventory Tag #202, License # 36007D, VIN # 1HTWDADR53J067126, estimated value of \$50,000, replaced with V-54

2003 Chevrolet S-10 pickup 2WD, V-09, Inventory Tag #261, License # 36009D, VIN # 1GCCS19X938172904, estimated value of \$500, replaced with V-69

2002 John Deere 1600 Workman mower, E-003, Inventory Tag #208, Equipment ID # TC1600X0202235, estimated value of \$8,000, replaced with a Toro Ground Master mower

2003 Caterpillar 430D Backhoe, E-008, Inventory Tag #258, License # 36008D, VIN # CAT0430DTBML02518, estimated value of \$40,000, replaced with 2018 JD 410L Backhoe

2004 Aeravator, Model # AE80, Serial #1123 Inventory tag 378, estimated value of \$500, to be replaced in 2018

AerWay Aerator, Model # AW060S1817D, Serial # K010001138, estimated value of \$100, obsolete, no longer used-will not be replaced

2002 Eagle Trailer, Inventory Tag #000189, License # 33240D  
VIN #cannot read, estimated value of \$1500, obsolete, no longer used-will not be replaced.

9' Boss Snow Plow Straight Blade for V-12, no inventory tag, no serial number, estimated value of \$500, obsolete, no longer used-will not be replaced

**ADOPTED BY THE CITY COUNCIL AT THEIR REGULAR MEETING  
THEREOF ON THE \_\_\_ DAY OF \_\_\_, 2018.**

CITY OF SAMMAMISH

\_\_\_\_\_  
Mayor Christie Malchow

ATTEST/AUTHENTICATED

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

Approved as to form:

\_\_\_\_\_  
Mike Kenyon, City Attorney

Filed with the City Clerk:

Passed by the Council:

Resolution No:

## CHRISTIE MALCHOW – COUNCIL REPORT

MAY 15, 2018

### 5/9/18 Attended Public Issues Committee (PIC)

- One Table was discussed. For further information on One Table: <https://www.kingcounty.gov/depts/community-human-services/housing/services/homeless-housing/one-table.aspx>
  - It's very much in flux currently for the final plan.
  - The philanthropic community & business community are also meeting
  - The Seattle Head Tax has slowed this down
  - 6 draft actions (currently):
    - Current county-wide gap of ~ 90,000 housing units that are affordable to very low income households
    - Create housing stability
    - Provide on-demand stabilization fund to achieve o exists into homelessness
    - Offer a comprehensive service package for foster youth aging out of care
    - Strive for o bookings for charges that a result of homelessness & behavioral health crisis.
    - Ensuring access to employment opportunities to cover market rate housing costs in King Co.
- Medic One/EMS Levy Discussion
  - As of right now, they'll be one additional ALS unit as a part of the 2019 levy.

### 5/8/18 Attended & Spoke at the Kokanee Event at Wally Pererya's

- Links to coverage:
  - [KING-TV](#): VIDEO: Emergency action planned for kokanee salmon
  - [KOMO-TV](#): VIDEO: Efforts aimed at saving native King County kokanee salmon
  - [KUOW](#): AUDIO: Extinction could be a hot summer away for the little red fish of Lake Sammamish
  - [KIRO Radio](#): Emergency action ordered as iconic Eastside salmon species nears extinction
  - [KIRO-TV](#): King County announces emergency action to save native salmon
  - [The News Tribune](#): Efforts aimed at saving native King County kokanee salmon
  - [The Yakima Herald](#): Efforts aimed at saving native King County kokanee salmon
  - KUOW: On-air report broadcasted live
  - [U.S. News & World Report](#): Efforts aimed at saving native King County kokanee salmon

### 5/9/18 Attended Farmer's Market Opening

5/8/18 I got to meet Dubs!



AGENDA CALENDAR

Meeting Date	Packet Material Due	Time	Meeting Type	Topics
<b>May 2018</b>				
<b>Tues 5/15</b>	5/07	6:30 pm	Regular Meeting	<p>Joint PC/CC Discussion: Transportation Concurrency and LOS Code Revision Presentation (90-minutes)                      Public Hearing: Resolution- Surplus Equipment and Vehicles                      Executive Session: Potential Property Acquisition</p> <p><u>Consent</u>                      Resolution: Sammamish Youth Board Appointments                      Contract Amendment: Robert Half for IT Staffing                      Resolution: Inglewood Hill Stormwater Retrofit and Non-motorized Improvement Project Project Acceptance                      Contract Amendment: Zackuse Creek ELSP Fish Passage Project Design/Otak                      Bid Award: Zackuse Creek ELSP Fish Passage Project construction/PCI</p>
<b>June 2018</b>				
<b>Mon 6/04</b>	5/28	6:30 pm	Study Session	<p>Joint PC/CC Discussion: Transportation Concurrency and LOS Comp Plan Amendments and related code updates (2-hours)</p>
<b>Tues 6/05</b>	5/28	6:30 pm	Regular Meeting	<p>Presentation: Boys &amp; Girls Club Report (20-minutes)                      Presentation: IT Gap Analysis (30-minutes)                      Presentation: Integrated Pest Management Program (20-minutes)                      Presentation: Sammamish Heritage Society (20 minutes)                      Presentation &amp; Discussion: Introduction to the 2019-2024 Transportation Improvement Plan (TIP) (60-minutes)</p> <p><u>Consent:</u>                      Contract: Athletic Field Study Consultants/TBD                      Contract: Big Rock Park, Site B, Phase I Improvements/TBA                      Bid Award: 2018 Pavement Overlay Project                      Memorandum of Understanding: Zackuse Creek Fish Passage and Stream Restoration planting and monitoring plan/Snoqualmie Indian Tribe                      Contract: Materials Inspection and Testing SE 4th Street Improvement Project, HWA</p>

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<b>Tues 6/12</b>	6/04	6:30 pm	Study Session	<p>Discussion: 2019-2024 Transportation Improvement Plan (TIP) (60-minutes)</p> <p>Presentation: Basin Plan Priorities – Stormwater Capital Improvement Project Priority Criteria (30-minutes)</p> <p>Presentation: Government Finance Officer’s Award</p> <p>Discussion: Signage Regulations Overview and Update (60-minutes)</p> <p>Discussion: Public Disclosure Procedural Changes (20 minutes)</p>
<b>Tues 6/19</b>	6/11	6:30 pm	Regular Meeting	<p>Public Hearing/Ordinance: Signage Regulations Update (60-minutes)</p> <p>Resolution: Approving the 2019-2024 Transportation Improvement Plan (TIP) (60-minutes)</p> <p>Discussion: Introduced to the Water Quality Monitoring Strategic Plan and Implementation (60-minutes)</p> <p>Presentation: Sammamish Arts Commission (20 minutes)</p> <p><u>Ordinance: Amending SMC 2.45 Public Records Procedures</u></p> <p><u>Consent:</u></p> <p>Bid Award: East Lake Sammamish Parkway Ditch Maintenance/TBD</p> <p>Contract: ADA Transition Plan Consultant/TBD</p> <p>Interlocal Agreement: Zackuse Creek ELSP Fish Passage Project/Samm Plat</p> <p>Bid Award: ELSP/SE 33<sup>rd</sup> St Enhanced Crosswalk Project/TBD</p> <p>Resolution: Approving 2018 Fee Schedule Amendments</p>
<b>July 2018</b>				
<b>Mon 7/02</b>	6/25	6:30 pm	Study Session	<u>CANCELLED</u>
<b>Tues 7/03</b>	6/25	6:30 pm	Regular Meeting	<u>CANCELLED</u>
<b>Mon 7/09</b>	7/2	6:30 pm	Special Meeting	<p>Discussion: Urban Forest Management Plan (60-minutes)</p> <p>Department Report: Community Development (30-minutes)</p>
<b>Tues 7/10</b>	7/2	6:30 pm	Special Meeting	<p>Discussion: Police Services Study Preliminary Findings (60-minutes)</p> <p>Public Hearing/Ordinance: Comprehensive Plan Amendment related to Transportation Concurrency &amp; LOS (60 minutes)</p> <p><u>Consent:</u></p> <p>Bid Award: Sahalee Way Stormwater Tightline Project/TBD</p> <p>Bid Award: Louis Thompson Hill Road Slide Repair Project/TBD</p>

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<b>Tues 7/17</b>	7/09	6:30 pm	Regular Meeting	<p>Public Hearing/Ordinance: Code Changes related to Transportation Concurrency &amp; LOS (90 minutes)</p> <p><u>Consent:</u>                      Resolution: Adopting the Police Services Study                      Resolution: 212<sup>th</sup> Way SE Project Acceptance                      Bid Award: Citywide Guardrail Repair/TBD                      Contract: Pacific Estates Bog (21<sup>st</sup> St/21<sup>st</sup> Pl) Stormwater Improvement Project - Consultant Services/TBD                      Contract: George Davis Fish Passage Project - Consultant Services/TBD                      Bid Award: Flashing Yellow Arrow Installation Project/TBD                      Bid Award: Minor Intersection Improvements Project/TBD                      Contract: ITS Phase 2 Design/TBD</p>
<b>Aug 2018</b>				<b>No Meetings</b>
<b>Sept 2018</b>				
<b>Mon 9/03</b>		6:30 pm	Study Session	<b>Canceled for Labor Day</b>
<b>Tues 9/04</b>	8/28	6:30 pm	Regular Meeting	<p>Presentation: Housing Strategy – Part I (60-minutes)</p> <p><u>Consent:</u>                      Contract: Beaver Lake Park Phase 1 Improvements, Design/TBD                      Contract: Laughing Jacobs Creek Basin Plan - Consultant Services/TBD</p>
<b>Tues 9/11</b>	9/03	6:30 pm	Study Session	<p>Discussion: Police Services Study Final Report (60-minutes)                      Discussion: 2019-20 Budget (2-hours)                      Discussion: Transportation Master Plan Funding Options (90-minutes)</p>
<b>Tues 9/18</b>	9/10	6:30 pm	Regular Meeting	<p>Presentation: Transportation Master Plan and Traffic Impact Fee Study Update (60-minutes)                      Presentation: Housing Strategy-Part II (60-minutes)</p> <p><u>Consent:</u>                      Resolution: Sahalee Way Stormwater Tightline Project Acceptance</p>
<b>Oct 2018</b>				
<b>Mon 10/01</b>	9/24	6:30 pm	Study Session	<p>Discussion: Capital Facilities Element Updates – School Impact Fees (30-minutes)                      Discussion: 2019-20 Budget (2-hours)</p>

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<b>Tues 10/02</b>	9/24	6:30 pm	Regular Meeting	Public Hearing/Ordinance: First Reading Capital Facilities Element Updates – School Impact Fees (30-minutes) Public Hearing/Resolution: Housing Strategy Approval (60-minutes)  <u>Consent:</u>
<b>Tues 10/09</b>	10/01	6:30 pm	Study Session	Discussion: Transportation Master Plan Update and Traffic Impact Fee Update (60-minutes) Discussion: 2019-20 Budget (2-hours)
<b>Tues 10/16</b>	10/08	6:30 pm	Regular Meeting	Resolution: Housing Strategy Approval (if needed) Public Hearing/Ordinance First Reading Housing Element Updates – Housing Strategy (15-minutes)  <u>Consent:</u> Resolution: Flashing Yellow Arrow Installation Project Acceptance Resolution: East Lake Sammamish Parkway Ditch Maintenance Project Acceptance
<b>Nov 2018</b>				
<b>Mon 11/05</b>	10/29	6:30 pm	Study Session	
<b>Tues 11/06</b>	10/29	6:30 pm	Regular Meeting	Public Hearing/Ordinance: First Reading of the 2019-20 Budget Public Hearing/Ordinance: First Reading for the 2019 Property Tax Levy Ordinance including Presentation of 2019 Revenue Estimates from all Sources  <u>Consent:</u> Resolution: ELSP/SE 33 <sup>rd</sup> Crosswalk Project Acceptance
<b>Tues 11/13</b>	11/05	6:30 pm	Joint Study Session w/Park & Rec Com.	Discussion: Big Rock Park Parcel B Master Plan Update Discussion: Lower Commons Master Plan Update

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<b>Tues 11/20</b>	11/12	6:30 pm	Regular Meeting	<p>Public Hearing/Ordinance: First Reading 2019 School Impact Fee Update (15-minutes)                      Ordinance: Second Reading of the 2019-20 Budget ordinance.                      Ordinance: Second Reading of the 2019 Property Tax Ordinance                      Resolution: 2019 Fee Schedule                      Resolution: 2019 Salary Schedule (COLA)                      Resolution: 2019 Medical Premium Co-pay                      Resolution: Adopting the 2019 Legislative Priorities</p> <p><u>Consent:</u>                      Resolution: Minor Intersection Improvements Project Acceptance</p>
<b>Dec 2018</b>				
<b>Mon 12/03</b>	11/26	6:30 pm	Study Session	<p>Discussion: 2019 Comprehensive Plan Amendments – Docket Requests (60-minutes)                      Discussion: Urban Forest Management Plan (60-minutes)</p>
<b>Tues 12/04</b>	11/26	6:30 pm	Regular Meeting	<p>Public Hearing/Resolution: 2019 Comprehensive Plan Amendments – Docket Requests (60-minutes)                      Ordinance: Final Reading Annual Amendments to the Comprehensive Plan (30-minutes)</p> <p><u>Consent:</u>                      Ordinance: Second Reading School Impact Fee Updates                      Contract: Environmental Review Support Services/TBD                      Contract: Building Inspection Support Services/TBD                      Contract: Building Plan Review Support Services/TBD                      Contract: Planning Review Support Services/TBD                      Contract: Klahanie Master Plan/TBD                      Bid Award: Vactoring Contract – Small Public Works Maintenance Contract/TBD                      Bid Award: Stormwater Facility Maintenance – Small Public Works Maintenance Contract/TBD                      Bid Award: Stormwater Pond Mowing – Small Public Works Maintenance Contract/TBD                      Contract: 2019-2020 City-wide Water Quality Monitoring - Consultant Services/TBD</p>
<b>Tues 12/11</b>	12/03	6:30 pm	Study Session	
<b>Tues 12/18</b>	12/10	6:30 pm	Regular Meeting	<u>Consent:</u>
<b>To Be Scheduled</b>		<b>To Be Scheduled</b>		<b>Parked Items</b>

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	<ul style="list-style-type: none"> <li>• Lk. Sammamish Water Level</li> <li>• Growth Centers</li> <li>• Internet Usage &amp; Social Media Policies</li> <li>• Indexing the impact fee rates</li> <li>• Code amendments related to the TMP including Titles 14 and 14A.</li> <li>• Small Cell Facility Technology</li> </ul>	<ul style="list-style-type: none"> <li>• Special Events Ordinance</li> <li>• Maintenance Safety Program Adoption</li> <li>• M&amp;O Strategic Plan</li> <li>• Fleet Management Policy</li> <li>• Roadway Funding Strategy</li> <li>• Maintenance &amp; Fire Station Facility Assessment</li> <li>• Franchise Agreement/SPWS</li> <li>• Comprehensive Solid Waste Plan</li> </ul>	<ul style="list-style-type: none"> <li>• Inner City Bus Service</li> <li>• Good Samaritan Law</li> <li>• Plastic Bags</li> <li>• Policy on Drones in Parks</li> <li>• Review of regulations regarding the overlay areas, low impact development and special protection areas for lakes.</li> </ul>
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