



AGENDA

City Council Regular Meeting - Revised

6:30 PM - Tuesday, November 6, 2018

City Hall Council Chambers, Sammamish, WA

Page		Estimated Time
	CALL TO ORDER	6:30 pm
	ROLL CALL	
	PLEDGE OF ALLEGIANCE	
	APPROVAL OF AGENDA	
	PUBLIC COMMENT	6:35 pm
	<p>Note: <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 manderson@sammamish.us. Please be aware that Council meetings are videotaped and available to the public.</i></p>	
	CONSENT CALENDAR	7:05 pm
	1. Payroll: for the period ending October 15, 2018 for a pay date of October 19, 2018 in the amount of \$380,291.32	
	2. Payroll: for the period ending October 31, 2018 for a pay date of November 5, 2018 in the amount of \$378,051.93	
5 - 16	3. Approval: Claims For Period Ending November 6, 2018 In The Amount Of \$2,126,815.92 For Check No. 51970 Through 52155 View Agenda Item	
17 - 32	4. Contract: CityWorks License and Maintenance Agreement Renewal View Agenda Item	

- 33 - 48 5. **Supplemental Agreement:** ADA Transition Plan / Transpo Group USA
[View Agenda Item](#)
- 49 - 53 6. **Amendment:** 212th Way SE Construction Management Services - Project Closeout
[View Agenda Item](#)
- 54 - 60 7. **Approval:** Minutes for the October 16, 2018 Regular Meeting
[View Agenda Item](#)

PRESENTATIONS / PROCLAMATIONS

PUBLIC HEARINGS

7:10 pm

- 61 - 110 8. **Ordinance:** Adopting Interim Development Regulations Regarding the Design and Construction of Short Plats and Subdivisions as Authorized by the Growth Management Act; Providing for Severability; and Declaring an Emergency
[View Agenda Item](#)
- 111 - 226 9. **Resolution:** Related To Adoption Of Sammamish Home Grown And Incorporation By Reference Into The Sammamish Comprehensive Plan
[View Agenda Item](#)
- 227 - 326 10. **Ordinances:** Public hearings to consider adoption of ordinances for 2018 School District Capital Facilities Plans and 2019 School Impact Fees for the Issaquah, Lake Washington and Snoqualmie Valley school districts

1. Ordinance: Relating To School Impact Fees; Amending The City’s Comprehensive Plan To Adopt The Snoqualmie Valley School District No. 410 Capital Facilities Plan; Adopting The Associated School Impact Fee Schedule; And, Establishing An Effective Date

2. Ordinance: Relating To School Impact Fees; Amending The City’s Comprehensive Plan To Adopt The Lake Washington School District No. 414 Capital Facilities Plan; Adopting The Associated School Impact Fee Schedule; And, Establishing An Effective Date

3. Ordinance: Relating To School Impact Fees; Amending The City’s Comprehensive Plan To Adopt The Issaquah School District No. 411 Capital Facilities Plan; Adopting The Associated School Impact Fee Schedule; And, Establishing An Effective Date

- [View Agenda Item](#)
- 327 - 396 11. **Ordinance:** Adopting The 2019-2020 Biennial Budget
[View Agenda Item](#)
- 397 - 402 12. **Ordinance:** Relating To The Levying Of Regular Property Taxes And Establishing The Amount To Be Levied In 2019 On The Assessed Valuation Of The Property Within The City
[View Agenda Item](#)

UNFINISHED BUSINESS

EXECUTIVE SESSION

8:30 pm

Potential Litigation pursuant to RCW 42.30.110(1)(i)

NEW BUSINESS

8:50 pm

- 403 - 417 13. **Discussion:** Consideration of a Memorandum of Understanding with STCA, LLC to Develop the STCA Project - Phase I in the Sammamish Town Center
[View Agenda Item](#)

COUNCIL REPORTS/ COUNCIL COMMITTEE REPORTS

9:10 pm

- 418 - 419 14. **Report:** Mayor Christie Malchow
[View Agenda Item](#)
- 420 - 425 15. **Resolution:** Adopting Legislative Priorities for 2019
[View Agenda Item](#)
- 426 - 442 16. **Contract:** City Manager Recruitment/Colin Baenziger & Associates
[View Agenda Item](#)
- 443 - 444 17. **Minutes:** October 17, 2018 Legislative Committee Regular Meeting
[View Agenda Item](#)
- 445 - 447 18. **Minutes:** September 26, 2018 Public Safety Committee Regular Meeting
[View Agenda Item](#)

CITY MANAGER REPORT

9:30 pm

- 448 - 459 19. City Manager's Report
[View Report](#)
20. Future Agenda Items

EXECUTIVE SESSION

9:45 pm

Potential Litigation pursuant to RCW 42.30.110(1)(i)

ADJOURNMENT

10:00 pm

LONG TERM CALENDAR

460 - 463

[View Calendar](#)

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: November 01, 2018
RE: Claims for November 06, 2018

141,718.17 +
 200.00 +
 17,137.92 +
 67,456.78 +
 22,339.66 +
 37.66 +
 22,474.42 +
 16,011.91 +
 1,839,439.40 +
 009
 2,126,815.92G+

\$ 141,718.17
 \$ 200.00
 \$ 17,137.92
 \$ 67,456.78
 \$ 22,339.66
 \$ 37.66
 \$ 22,474.42
 \$ 16,011.91
 \$1,839,439.40
 \$2,126,815.92

Top 10 Over \$10,000 Payments

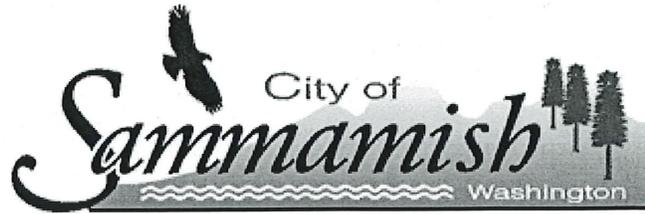
Marshbank	\$ 551,356.80	SE 4th St. Improvement
RW Scott Construction	\$ 268,482.46	212th Non-Motorized Improvements
Issaquah School District	\$ 105,144.00	School Impact Fees - September
City of Bellevue	\$ 83,477.25	Human Services/MBP Surcharge-Q3
King County	\$ 79,455.86	Traffic Contract - August
David Evans & Associates	\$ 78,742.65	Road Improvements
Northeast Electric	\$ 61,067.90	Flashing Yellow Turn Signals
Perteet Inc.	\$ 57,002.71	SE 4th St. Improvement
ICMA 401	\$ 49,494.91	Employee Benefits
Kamins Construction	\$ 41,965.00	Intersection Improvement Program

Total \$2,126,815.92
 Check #51970 - #52155

Accounts Payable

Check Register Totals Only

User: lkaynak
 Printed: 10/12/2018 - 10:57 AM

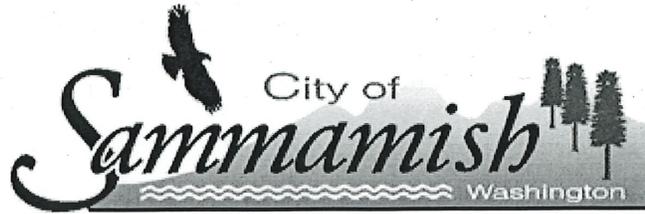


Check	Date	Vendor No	Vendor Name	Amount	Voucher
51970	10/12/2018	CENTURY	Century Link	121.56	51,970
51971	10/12/2018	COMCAST2	Comcast	378.59	51,971
51972	10/12/2018	COMCAST3	Comcast	1,334.10	51,972
51973	10/12/2018	HOMEDE	Home Depot	3,949.30	51,973
51974	10/12/2018	ISD	Issaquah School District	105,144.00	51,974
51975	10/12/2018	KINGPET	King County Pet Licenses	150.00	51,975
51976	10/12/2018	LWSD	Lake Washington School Dist	7,109.00	51,976
51977	10/12/2018	NESAM	NE Sammamish Sewer & Water	150.61	51,977
51978	10/12/2018	PSE	Puget Sound Energy	9,776.17	51,978
51979	10/12/2018	SAM	Sammamish Plateau Water Sewer	11,461.34	51,979
51980	10/12/2018	WATREAS	Wa State Treasurer	1,993.50	51,980
51981	10/12/2018	WWCICC	WWCICC	150.00	51,981
Check Total:				141,718.17	

Accounts Payable

Check Register Totals Only

User: lkaynak
 Printed: 10/12/2018 - 11:20 AM

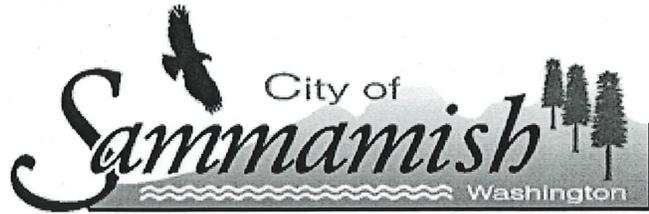


Check	Date	Vendor No	Vendor Name	Amount	Voucher
51982	10/12/2018	LWSD	Lake Washington School Dist	200.00	51,982
Check Total:				200.00	

Accounts Payable

Check Register Totals Only

User: lkaynak
 Printed: 10/15/2018 - 12:18 PM

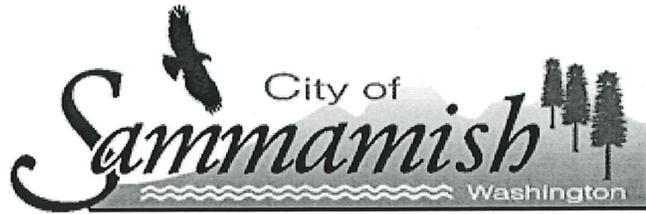


Check	Date	Vendor No	Vendor Name	Amount	Voucher
51983	10/15/2018	MAILPO	Mail Post	75.03	51,983
51984	10/15/2018	SEATMFR	Seattle MFR, LLC	120.00	51,984
51985	10/15/2018	USPOST	U.S. Postal Service	3,584.27	51,985
51986	10/15/2018	VERIZON	Verizon Wireless	7,132.41	51,986
51987	10/15/2018	VOYAGER	Voyager	6,226.21	51,987
Check Total:				17,137.92	

Accounts Payable

Check Register Totals Only

User: lkaynak
 Printed: 10/19/2018 - 9:07 AM



Check	Date	Vendor No	Vendor Name	Amount	Voucher
51988	10/19/2018	CASDU	Caifornia State Disbursement Unit	663.50	51,988
51989	10/19/2018	ICMA401	ICMA 401	49,494.91	51,989
51990	10/19/2018	ICMA457	ICMA457	14,989.57	51,990
51991	10/19/2018	NAVIA	Navia Benefits Solution	1,828.23	51,991
51992	10/19/2018	WASUPPOR	Wa State Support Registry	480.57	51,992
Check Total:				<u>67,456.78</u>	

Accounts Payable

Check Register Totals Only

User: lkaynak
 Printed: 10/19/2018 - 10:10 AM



Check	Date	Vendor No	Vendor Name	Amount	Voucher
51993	10/19/2018	ALLCLIM	All Climate Heating & Air	193.00	51,993
51994	10/19/2018	ALLSTREA	Allstream	2,195.84	51,994
51995	10/19/2018	CENTURY	Century Link	55.59	51,995
51996	10/19/2018	KIRKLAND	City Of Kirkland	15.85	51,996
51997	10/19/2018	FRONTIR2	Frontier	395.08	51,997
51998	10/19/2018	PSE	Puget Sound Energy	10,491.44	51,998
51999	10/19/2018	SAM	Sammamish Plateau Water Sewer	8,992.86	51,999
				22,339.66	
Check Total:				22,339.66	

Accounts Payable

Check Register Totals Only

User: lkaynak
 Printed: 10/19/2018 - 2:59 PM



Check	Date	Vendor No	Vendor Name	Amount	Voucher
52000	10/19/2018	JONESELB	Dylan L.B. Jones	37.66	52,000
				Check Total:	
				37.66	

Accounts Payable

Check Register Totals Only

User: lkaynak
 Printed: 10/25/2018 - 2:38 PM



Check	Date	Vendor No	Vendor Name	Amount	Voucher
52001	10/25/2018	US BANK	U. S. Bank Corp Payment System	22,474.42	52,001
Check Total:				22,474.42	

Accounts Payable

Check Register Totals Only

User: lkaynak
 Printed: 10/26/2018 - 10:55 AM



Check	Date	Vendor No	Vendor Name	Amount	Voucher
52002	10/26/2018	LONGBAY	Long Bay Enterprises, Inc	1,983.75	52,002
52003	10/26/2018	PSE	Puget Sound Energy	1,242.01	52,003
52004	10/26/2018	SAM	Sammamish Plateau Water Sewer	11,903.64	52,004
52005	10/26/2018	STAPLES	Staples Advantage	882.51	52,005
Check Total:				16,011.91	

Accounts Payable

Check Register Totals Only

User: kkraynak
 Printed: 10/31/2018 - 1:00 PM



Check	Date	Vendor No	Vendor Name	Amount	Voucher
52006	11/06/2018	48NORTH	48 North Solutions, Inc	3,820.09	52,006
52007	11/06/2018	ACTIONAP	Action Apparel	637.36	52,007
52008	11/06/2018	ALDWORTH	Kurt Aldworth	719.59	52,008
52009	11/06/2018	ALMQUIST	Jesse Almquist	169.99	52,009
52010	11/06/2018	ALPINE	Alpine Products, Inc.	382.47	52,010
52011	11/06/2018	ALTATERR	AltaTerra Consulting LLC	24,291.73	52,011
52012	11/06/2018	AMERICAL	Americall International Inc	299.00	52,012
52013	11/06/2018	AFM	American Forest Mgmt, Inc.	2,000.00	52,013
52014	11/06/2018	APWA	American Public Works Assoc	1,900.00	52,014
52015	11/06/2018	ANTIN	Aaron Antin	58.26	52,015
52016	11/06/2018	AQUATECH	Aquatechnex, LLC	6,803.51	52,016
52017	11/06/2018	AWC	Association of Wa Cities	50.00	52,017
52018	11/06/2018	AWCLIF	Association of Washington Cities	1,633.94	52,018
52019	11/06/2018	ATWORK	At Work!	4,031.50	52,019
52020	11/06/2018	AUTODOC	Auto Doctor	5,722.29	52,020
52021	11/06/2018	AUTOZONE	Auto Zone	39.79	52,021
52022	11/06/2018	AZURENW	Azure Northwest LLC	7,500.00	52,022
52023	11/06/2018	BACKGROU	Background Source Intl	30.00	52,023
52024	11/06/2018	BADGLEY	Badgley Landscape LLC	15,929.32	52,024
52025	11/06/2018	BAKERMAR	Marc Baker	284.50	52,025
52026	11/06/2018	BATTERIE	Batteries + Bulbs	63.74	52,026
52027	11/06/2018	BERK	Berk Consulting, Inc.	937.50	52,027
52028	11/06/2018	BEST	Best Parking Lot Cleaning, Inc	3,489.81	52,028
52029	11/06/2018	BMC	BMC East LLC	929.46	52,029
52030	11/06/2018	BOSTEC	Bostec Inc	220.00	52,030
52031	11/06/2018	BRIXTON	Brixton Homes, LLC	9,233.00	52,031
52032	11/06/2018	CDW	CDW Govt Inc	1,524.60	52,032
52033	11/06/2018	CERTIFIE	Certified Backflow Testing,Inc	270.00	52,033
52034	11/06/2018	BELLCITY	City Of Bellevue	83,477.25	52,034
52035	11/06/2018	REDUTIL	City of Redmond	79.58	52,035
52036	11/06/2018	COLVINHA	Colvin-Hallett, P.S.	3,600.00	52,036
52037	11/06/2018	DAILY	Daily Journal of Commerce	381.60	52,037
52038	11/06/2018	DALZIEL	Tawni Dalziel	93.58	52,038
52039	11/06/2018	DAVEY	Davey Resource Group	3,755.00	52,039
52040	11/06/2018	EVANS	David Evans & Associates, Inc	78,742.65	52,040
52041	11/06/2018	DELL	Dell Marketing L.P.	4,810.25	52,041
52042	11/06/2018	DEMARCHE	Demarche Consulting Group Inc	12,000.00	52,042
52043	11/06/2018	DIAZ	Isabel Diaz	23.65	52,043
52044	11/06/2018	ELTEC	Eltec Systems LLC	2,166.82	52,044
52045	11/06/2018	EMERALDR	Emerald Services, Inc.	244.20	52,045
52046	11/06/2018	EPICENTE	Epicenter Services LLC	482.63	52,046
52047	11/06/2018	ESSERLUK	Luke Esser	1,733.33	52,047
52048	11/06/2018	FASTENAL	Fastenal Industrial Supplies	646.72	52,048
52049	11/06/2018	FEHRPEER	Fehr & Peers	21,465.77	52,049
52050	11/06/2018	FOLSPARK	Friends Of Lk Sammamish State Park	3,000.00	52,050
52051	11/06/2018	BLUM	Galls, LLC	408.19	52,051
52052	11/06/2018	GENERATO	Generator Services NW	1,617.11	52,052
52053	11/06/2018	GEOTERRA	GeoTerra, Inc.	7,468.12	52,053
52054	11/06/2018	GRAINGER	Grainger	607.20	52,054
52055	11/06/2018	GRANGE	Grange Supply, Inc.	24.19	52,055

Check	Date	Vendor No	Vendor Name	Amount	Voucher
52056	11/06/2018	GRANICUS	Granicus	7,790.71	52,056
52057	11/06/2018	HDFOWL	H. D. Fowler Company	161.91	52,057
52058	11/06/2018	HARRISAS	Harris & Associates, Inc.	36,615.60	52,058
52059	11/06/2018	HARRISWO	Harris Work Systems	573.84	52,059
52060	11/06/2018	HENDRIKU	Hendrikus Organics, Inc.	6,625.52	52,060
52061	11/06/2018	HERMANO	Hermanson Co LLP	1,851.78	52,061
52062	11/06/2018	HIGHWAYS	Highway Specialties LLC	797.50	52,062
52063	11/06/2018	HONEY	Honey Bucket	3,730.09	52,063
52064	11/06/2018	HOUGHBEC	Hough Beck & Baird Inc	6,986.54	52,064
52065	11/06/2018	HWA	HWA GeoSciences, Inc	6,180.99	52,065
52066	11/06/2018	ICOMPASS	iCompass Technologies	18,990.00	52,066
52067	11/06/2018	IRONCREE	Iron Creek Construction, LLC	33,233.94	52,067
52068	11/06/2018	ISSCEDAR	Issaquah Cedar & Lumber	118.74	52,068
52069	11/06/2018	ISD	Issaquah School District	398.59	52,069
52070	11/06/2018	JAYMARC	Jaymarc AV	699.88	52,070
52071	11/06/2018	JBLAWN	JB Instant Lawn	8.98	52,071
52072	11/06/2018	JUDHA	Judha of Lion Landscaping & Services	13,724.35	52,072
52073	11/06/2018	KAMINS	Kamins Construction Inc.	41,965.00	52,073
52074	11/06/2018	KENYON2	Kenyon Disend PLLC	37,797.12	52,074
52075	11/06/2018	KINGFI	King County Finance A/R	79,455.86	52,075
52076	11/06/2018	KCRADIO	King Cty Radio Comm Svcs	1,115.40	52,076
52077	11/06/2018	KLEINFEL	Kleinfelder, Inc.	8,059.10	52,077
52078	11/06/2018	KPG	KPG Interdisciplinary Design	6,877.01	52,078
52079	11/06/2018	LAKESIDE	Lakeside Industries	3,818.24	52,079
52080	11/06/2018	LAWSEM	Law Seminars International	447.50	52,080
52081	11/06/2018	LENISZEW	Steve Leniszewski	45.02	52,081
52082	11/06/2018	PICKUP	Leonard Aluminum Utility Bldg LLC	1,094.95	52,082
52083	11/06/2018	LESSCHWA	Les Schwab Tire Center	87.95	52,083
52084	11/06/2018	LIGHTLOA	Light Loads Concrete, LLC	588.39	52,084
52085	11/06/2018	LIUHAILA	Hailan Liu	55.00	52,085
52086	11/06/2018	LUNDE	Devany Lunde	83.40	52,086
52087	11/06/2018	MALLORY	Mallory Paint Store	15.05	52,087
52088	11/06/2018	maren	Marenakos Rock Center	2,057.53	52,088
52089	11/06/2018	MARSMISS	Missy Marshall May	183.12	52,089
52090	11/06/2018	MARSHBAN	Marshbank Construction	551,356.80	52,090
52091	11/06/2018	MCCARCHR	Chris McCarthy	42.90	52,091
52092	11/06/2018	MINUTE	Minuteman Press	510.84	52,092
52093	11/06/2018	TRANSITI	Miriam Martha Welch	1,025.00	52,093
52094	11/06/2018	MOBERLY	Lynn Moberly	11,550.00	52,094
52095	11/06/2018	MORUP	Morup Signs Inc	330.00	52,095
52096	11/06/2018	MSC	MSC Industrial Supply Co	518.19	52,096
52097	11/06/2018	NCMACH	N C Machinery Co.	964.70	52,097
52098	11/06/2018	NAPAKIRK	NAPA Auto Parts	265.37	52,098
52099	11/06/2018	NASRO	NASRO	495.00	52,099
52100	11/06/2018	NRC	National Research Center, Inc	5,085.00	52,100
52101	11/06/2018	NEELECTR	Northeast Electric LLC	61,067.90	52,101
52102	11/06/2018	NWUNIVER	Northwestern University	4,600.00	52,102
52103	11/06/2018	NUVELOCI	Nuvelocity	2,825.63	52,103
52104	11/06/2018	OBOTELEC	OBOT Electric LLC	299.00	52,104
52105	11/06/2018	OER	Olympic Environmental Resource	19,697.37	52,105
52106	11/06/2018	OTAK	Otak	6,306.80	52,106
52107	11/06/2018	PACE	Pace Engineers, Inc.	12,720.60	52,107
52108	11/06/2018	PACAIR	Pacific Air Control, Inc	4,694.84	52,108
52109	11/06/2018	POA	Pacific Office Automation	5,637.14	52,109
52110	11/06/2018	PACOFF	Pacific Office Automation Inc.	184.80	52,110
52111	11/06/2018	PACPLANT	Pacific Plants	9,322.23	52,111
52112	11/06/2018	PACSOIL	Pacific Topsoils, Inc	2,784.14	52,112
52113	11/06/2018	PAPE	Pape Machinery	14,398.73	52,113
52114	11/06/2018	PATRIOT	Patriot Maintenance Inc	31,536.71	52,114

Agenda Bill
 City Council Regular Meeting
 November 06, 2018



SUBJECT:	Authorize City Manager to approve contract for CityWorks License and Maintenance Agreement renewal	
DATE SUBMITTED:	November 06, 2018	
DEPARTMENT:	Information Technology (IT)	
NEEDED FROM COUNCIL:	<input checked="" type="checkbox"/> Action <input type="checkbox"/> Direction <input type="checkbox"/> Informational	
RECOMMENDATION:	Recommend Council authorize the City Manager to approve renewal of the existing CityWorks License and Maintenance Agreement to continue software program services.	
EXHIBITS:	1. Attachment 1 - Software License City Works	
BUDGET:		
Total dollar amount	\$52,800	<input checked="" type="checkbox"/> Approved in budget
Fund(s)	502-000-518-81-48-00	<input type="checkbox"/> Budget reallocation required
		<input type="checkbox"/> No budgetary impact
WORK PLAN FOCUS AREAS:		
<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 checked="" type="checkbox"/> Financial Sustainability	

NEEDED FROM COUNCIL:
 Council authorizing the City Manager to approve renewal of the existing CityWorks License and Maintenance Agreement to continue software program services.

KEY FACTS AND INFORMATION SUMMARY:
 For the City of Sammamish, Asset Management has become a centerpiece to intelligently managing city-owned parks, fleet, facilities, streets and stormwater infrastructure facilities and amenities. The software system behind asset management, CityWorks, is designed to help organizations manage these public assets and their associated data, work activities, maintenance history and business processes. The goal is to minimize the total cost of owning, operating, and maintaining assets at acceptable levels of service. CityWorks is the software program which will accomplish this feat, by

providing a platform to better understand the full scope of operational costs, labor, and materials, as well as the overall health of the City's capital infrastructure.

Since 2014, Sammamish has implemented asset management protocol utilizing the CityWorks software. A successful asset management program requires a long-term commitment, both to staff and the actual software system underpinning it all. As it pertains to asset and work management, identifying and prioritizing risk, implementing process improvements, enhancing organizational efficiency, preparing for emergency events, and justification of necessary personnel and resources are all very important. CityWorks provides the City the tools to achieve this, which is why the continued long-term investment and commitment is needed.

FINANCIAL IMPACT:

License and maintenance contract renewal including sales tax is \$52,800.

OTHER ALTERNATIVES CONSIDERED:

If the contract renewal is not approved, the software and related asset management program will cease to continue resulting in the inability to effectively monitor, track, maintain and replace the city's capital facilities and amenities.



**CITYWORKS®
 LICENSE AND MAINTENANCE AGREEMENT**

This Software License and Maintenance Agreement made by and between Azteca Systems, LLC (“Azteca Systems”) a Delaware limited liability company, with a place of business at 11075 South State, Suite 24, Sandy, Utah 84070 USA and the City of Sammamish, Washington, using certain of Azteca Systems Licensed Products hereinafter referred to as “Licensee.” This Agreement is effective immediately upon delivery of Licensed Products (the “Effective Date”).

Azteca Systems Products are licensed under the terms and conditions of the Agreement. This agreement, when executed by the licensee named below (“Licensee”) and Azteca Systems, LLC (Azteca Systems), as licensor of the Software, Online, Services, and Documentation licensed under the License Agreement, will supersede any previous Agreements including the License Agreement presented in the installation process requiring acceptance by electronic acknowledgement and will constitute a signed License Agreement.

This signed Agreement includes (i) this License and Maintenance Agreement, (ii) Addendum #1 – Product Licensing, (iii) Addendum #2 – Standard Maintenance and Support and (iv) Addendum #3 – Third Party Contractor Acknowledgment.

This signed Agreement may be executed in duplicate by the Parties. An executed Agreement, modification, amendment, or separate signature page shall constitute a duplicate if it is transmitted through electronic means, such as fax or email, and reflects the signing of the document by any Party. Duplicates are valid and binding even if an original paper document bearing each Party’s original signature is not delivered.

ARTICLE 1—DEFINITIONS

1.1 Definitions. The terms used are defined as follows:

- a. "Agreement" means this Software License Agreement between Azteca Systems and Licensee, inclusive of all schedules, exhibits, attachments, addenda and other documents incorporated by reference.
- b. "Authorization Code(s)" means any key, authorization number, enablement code, login credential, activation code, token, account user name and password, or other mechanism required for use of a Product.
- c. "Authorized User" or "User" shall mean: (i) a direct user of the Licensed Products, including but not limited to Licensee’s employees; (ii) Licensee’s consultants who have agreed to maintain the Licensed Property in confidence and use it only for the benefit of Licensee, or (iii) members of the public gaining access to, and only limited use of, the Licensed Products via the Software’s public web portal (if applicable). Other than limited use of the Products through the software’s web portal, the public is not considered an authorized user.
- d. "Client Data" means the data provided or inputted by or on behalf of Licensee, including personally identifiable information, for use with the Software.
- e. "Covered Software" shall mean the particular Cityworks Software, scripts, interfaces and custom code identified in Addendum #1.
- f. "Deployment Server License" means a license that, in addition to providing staging server License rights, authorizes Licensee to install and use the Software for deployment in Licensee’s internal use.
- g. "Testing Server License" means a license that authorizes Licensee to install and use the Software on a server in Licensee’s internal use to provide testing License rights prior to deployment.
- h. "Documentation" means all user reference documentation that is delivered with the Software.
- i. "Internal Use" means use of the Licensed Products by employees of Licensee in Licensee’s internal operations but does not include access of the Licensed Products by, or use of the Licensed Products in the provisions of services to, Licensee’s clients or customers. Internal Use also includes use of the Licensed Products by contractors of Licensee, including contractors providing outsourcing or hosting services, as long as Licensee assumes full responsibility for the compliance with this Agreement in such use. Use of the Licensed Products (or any part thereof) for the benefit of others, whether by means of a software as a service offering, service bureau application, application service provider, outsourcing or other means of providing service to any third party shall not be considered Internal Use.
- j. "Licensed Products" or "Products" shall mean the portion of the Cityworks Software and the

Documentation to which Licensee has purchased a License as identified as specified in Addendum #1 attached hereto. Licensed Products shall include any updates or upgrades to the Licensed Products that Azteca Systems may at its discretion deliver to Licensee. Products includes but is not limited to Software, Online Services, and Documentation licensed under the terms of this license Agreement.

- k. "Login" means a license that allows Licensee to permit a single authorized named end user to use the Software, Data, and Documentation installed on a server and accessed from a computer device.
- l. "Online Services" means any Internet-based system, including applications and associated APIs, hosted by Azteca Systems or its licensors, for storing, managing, publishing, and using Cityworks software and data, and other information.
- m. "Ordering Document(s)" means a sales quotation, purchase order, or other document identifying the Products that Licensee orders.
- n. "Preview" means any alpha, beta, or prerelease Product.
- o. "Sample(s)" means sample code, sample applications, add-ons, or sample extensions of Products.
- p. "Server" means each single instance of an operating system, whether physically installed on a computer or within a virtualized environment.
- q. "Software" or "Cityworks Software" means all or any portion of Azteca Systems proprietary software technology, excluding data, accessed or downloaded from an Azteca Systems (Cityworks) authorized website or delivered on any media in any format including backups, updates, upgrades, and service packs.
- r. "Standard Maintenance" or "Maintenance Addendum" shall mean the Standard Software Maintenance & Support Addendum #2.
- s. "Term License" means a license or access provided for use of a Product for a limited time period ("Term") or on a subscription or maintenance basis as specified herein.

ARTICLE 2—INTELLECTUAL PROPERTY RIGHTS AND RESERVATION OF OWNERSHIP

Products are licensed, not sold. Azteca Systems and its licensors own Products and all copies, which are protected by United States and applicable international laws, treaties, and conventions regarding intellectual property and proprietary rights including trade secrets. This Agreement does not transfer ownership rights of any description in the Software, materials, or services to Licensee or any third party. Licensee agrees to use reasonable means to protect Products from unauthorized use, reproduction, distribution, or publication. Azteca Systems and its third-party licensors reserve all rights not specifically granted in this Agreement including the right to change and improve Products.

ARTICLE 3—GRANT OF LICENSE

3.1 Grant of License. Subject to the terms of this Agreement, Azteca Systems grants to Licensee a personal, nonexclusive, nontransferable license solely to use the Products as set forth in Addendum #1 – Product Licensing (i) for which the applicable license fees have been paid; (ii) for Licensee's own internal use; and (iii) in accordance with this Agreement and the configuration ordered by Licensee or as authorized by Azteca Systems; and (iv) for the applicable Term or until terminated in accordance with Article 5. License types may include, but are not limited to Login, Workgroup, Departmental, ELA (Enterprise License) Licenses. Licensee may allow Third Party Contractors to access and use the licensed Software, provided Licensee and Third Party Contractor agree to and are bound by the terms set forth in Addendum 3. In addition to the Scope of Use in Article 4, Addendum #1 – Product Licensing which applies to specific Products, Addendum #2 – Standard Maintenance and Support, and Addendum #3 – Third Party Contractor Acknowledgment (if applicable) collectively, are incorporated in this Agreement.

- a. *Software.* Use and License for specific Software products are set forth in Addendum 1- Product Licensing Addendum, which is incorporated by reference.
- b. *Maintenance.* Maintenance terms are set forth in Section 9.11 below and in Addendum 2, - Standard Maintenance and Support which terms are incorporated by reference.
- c. *Third Party Contractor.* Terms of use for Third Party Contractor software usage (if applicable) are set forth in Addendum #3, which is incorporated by reference.

3.2 Preview Release Licenses. Products acquired under an evaluation license or under a Beta program are intended for evaluation and testing purposes only and not for commercial use. Any such use is at Licensee's own risk, and the Products do not qualify for Azteca or distributor maintenance.

3.3 Special Use Programs. If Licensee acquires Products under a special program for noncommercial, nonprofit, educational, or other limited-use license, Licensee's use of the Products is subject to the terms set forth in the applicable enrollment form or as described on Azteca's website in addition to the non-conflicting terms of this Agreement. All such program terms are incorporated herein by reference.

3.4 Delivery. Unless otherwise requested by Licensee, Azteca Systems shall provide an electronic link to make available to Licensee the Licensed Property by electronic download and a license key to activate the Licensed Property.

ARTICLE 4—SCOPE OF USE

4.1 Permitted Uses

- a. For Products delivered to Licensee, Licensee may:
 - 1. Install and store Products on electronic storage device(s);
 - 2. Make archival copies and routine computer backups;
 - 3. Install and use a newer version of Software concurrently with the version to be replaced during a reasonable transition period not to exceed 6 months, provided that the deployment of either version does not exceed the Licensee's licensed quantity; thereafter, Licensee shall not use more Software in the aggregate than Licensee's total licensed quantity; and
 - 4. Move the Software in the licensed configuration to a replacement Server.
- b. Licensee may use, copy, or prepare derivative works of Documentation supplied in digital format and thereafter reproduce, display, and redistribute the customized documentation only for Licensee's own internal use. Portions of Documentation supplied in digital format merged with other software and printed or digital documentation are subject to this License Agreement. Licensee shall include the following copyright attribution notice acknowledging the proprietary rights of Azteca and its licensors: "Portions of this document include intellectual property of Azteca and its licensors and are used herein under license. Copyright © [*Licensee will insert the actual copyright date(s) from the source materials*] Azteca Systems, LLC. and its licensors. All rights reserved."
- c. *Consultant or Contractor Access.* Subject to Section 3.1 and Addendum #3, Azteca Systems grants Licensee the right to permit Licensee's Third Party Consultants or Contractors to use the Products exclusively and solely for Licensee's benefit. Licensee must comply with terms and provisions of Addendum #3 and provide a copy to Azteca. Licensee shall be solely responsible for compliance by Third Party Consultants and Contractors with this License Agreement and shall ensure that the Third Party Consultant or Contractor discontinues Product use upon completion of work for Licensee. Access to or use of Products by Third Party Consultants or Contractors not exclusively for Licensee's benefit is prohibited.

4.2 Uses Not Permitted. Except to the extent that applicable law prohibits or overrides these restrictions, or as provided herein, Licensee shall not:

- a. Sell, rent, lease, sublicense, lend, assign, or time-share Products;
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- d. Use Software, Data, or Documentation for a site or service and operate the site or service for profit or generate revenue through direct or indirect methods (e.g., advertising or by charging for access to the site or service);
- e. Redistribute Software, Data, or Online Services to third parties, in whole or in part, including, but not limited to, extensions, components, or APIs;
- f. Redistribute Authorization Codes;
- g. Reverse engineer, decompile, or disassemble Products;
- h. Make any attempt to circumvent the technological measure(s) that controls access to or use of Products;

- i. Upload or transmit content or otherwise use Products in violation of third-party rights, including intellectual property rights, privacy rights, nondiscrimination laws, or any other applicable law or government regulation;
- j. Remove or obscure any Azteca Systems (or its licensors') patent, copyright, trademark, proprietary rights notices, and/or legends contained in or affixed to any Product, Product output, metadata file, or online and/or hard-copy attribution page of any Data or Documentation delivered hereunder;
- k. Separate from the licensed use of APIs, Licensee may not unbundle or independently use individual or component parts of the Products, Software, or Online Services;
- l. Unbundle or independently use the individual or component parts of Software or Online Services;
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- o. Use, incorporate, modify, distribute, provide access to, or combine any computer code provided with the Software in a manner that would subject such code or any part of the Software to open source license terms, which includes any license terms that require computer code to be (i) disclosed in source code form to third parties, (ii) licensed to third parties for the purpose of making derivative works, or (iii) redistributable to third parties at no charge.

ARTICLE 5—TERM AND TERMINATION

5.1. This License Agreement is effective upon date and signature of Licensee below. The initial term of this License Agreement will begin upon the dates set forth in Addendum 1 and provided the fees are paid. This License agreement and its maintenance provisions may then be renewed annually by payment of the then current maintenance fees for the next annual maintenance period as set forth in Addendum 1.

5.2. Either party may terminate this License Agreement or any Product license for a material breach that is not cured within thirty (30) days of written notice to the breaching party, except that termination is immediate for a material breach that is impossible to cure.

5.3. Termination for Convenience: Either party may terminate this Agreement by giving the other party thirty (30) days' written notice prior to the end of the current Term Maintenance Period.

5.4. In the event that either funding from Licensee or other sources is withdrawn, reduced, or limited, or the authority of Licensee to perform any of its duties is withdrawn, reduced, or limited in any way after the Effective Date of this Agreement and prior to normal completion, the parties shall have the authority to exercise the Termination for Convenience option to terminate this Agreement in whole or in part. If a party to this Agreement chooses to terminate for convenience that party may do so by thirty (30) days' written notice to the other party.

5.5. Upon termination of the License and Maintenance Agreement, all Product licenses granted hereunder terminate as well. Upon termination of a License or the License and Maintenance Agreement, Licensee will (i) stop accessing and using affected Product(s); (ii) clear any client-side data cache derived from Online Services; and (iii) uninstall, remove, and destroy all copies of affected Product(s) in Licensee's possession or control, including any modified or merged portions thereof, in any form, and execute and deliver evidence of such actions to Azteca Systems.

5.6. If this Agreement is terminated for convenience, the Licensee is only liable for payment required by the terms of this Agreement for license, maintenance and support services rendered or products and software received and accepted prior to the effective date of termination.

5.7. If this Agreement is terminated under section 5.3 or 5.4 above, Licensee shall then return to Azteca Systems all of the Software, related modules, related updates, and any whole or partial copies, codes, modifications, and merged portions in any form. Azteca will then for no additional charge to Licensee and at Licensee's option either grant a license to the Licensee, for a period of one (1) year, which will allow Licensee to retain the ability to access records and data contained in the Software or allow Licensee to create digital copies of all files needed by the Licensee for the same period. If Licensee needs to retain access to records or data for a period longer than one (1) year, in order to transfer data to another system, Azteca will consider reasonable requests to extend beyond one (1) year.

5.8. The parties hereby agree that all provisions which operate to protect the intellectual rights of Azteca Systems

shall remain in force should breach or termination of any kind occur.

ARTICLE 6—LIMITED WARRANTIES AND DISCLAIMERS

6.1 Limited Warranties. Except as otherwise provided in this Article 6, Azteca Systems warrants for a period of ninety (90) days from the date Azteca Systems issues the Authorization Code enabling use of Software and that the unmodified Software will substantially conform to the published Documentation under normal use and service.

6.2 Special Disclaimer. CONTENT, DATA, SAMPLES, NEW VERSIONS, HOT FIXES, PATCHES, SERVICE PACKS, UPDATES, UPGRADES, AND ONLINE SERVICES PROVIDED ON A NO-FEE BASIS, AND EVALUATION, TEST AND BETA SOFTWARE ARE DELIVERED "AS IS" WITHOUT WARRANTY OF ANY KIND.

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6.5 Exclusive Remedy. Licensee's exclusive remedy and Azteca Systems' entire liability for breach of the limited warranties set forth in this Article 6 shall be limited, at Azteca Systems' sole discretion, to (i) replacement of any defective media; (ii) repair, correction, or a workaround for Software or Online Services subject to the Azteca Systems Maintenance Services and Support Addendum; or (iii) return of the license fees paid by Licensee for the current period, prorated for the current period, for Software or Online Services that do not meet Azteca Systems limited warranty, provided that Licensee uninstalls, removes, and destroys all copies of Software or Documentation; ceases using the Software or Online Services; and executes and delivers evidence of such actions to Azteca Systems.

6.6 If the performance of any obligation under this Agreement is prevented, restricted, or interfered with by reason of fire, flood, earthquake, explosion, or other casualty or accident; strikes or labor disputes; inability to procure delivery of parts, supplies, services, or power; war, threat of actual terrorist act, cyberattack, or other violence; any law order, proclamation, regulation, ordinance, or demand; or any condition whatsoever beyond the reasonable control of the affected party, the party so affected, upon giving prompt notice to the other party, will be provided a temporary extension for a period of time as may be reasonably necessary to allow for such delay, prevention interference, or restriction.

ARTICLE 7—LIMITATION OF LIABILITY

7.1 Disclaimer of Certain Types of Liability. AZTECA SYSTEMS, ITS AUTHORIZED DISTRIBUTOR (IF ANY), AND ITS LICENSORS SHALL NOT BE LIABLE TO LICENSEE FOR COSTS OF PROCUREMENT OF SUBSTITUTE GOODS OR SERVICES; LOST PROFITS, LOST SALES, OR BUSINESS EXPENDITURES;

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7.2 General Limitation of Liability. EXCEPT AS PROVIDED IN ARTICLE 8—INFRINGEMENT INDEMNITY, THE TOTAL CUMULATIVE LIABILITY OF AZTECA SYSTEMS AND ITS AUTHORIZED DISTRIBUTOR HEREUNDER, FROM ALL CAUSES OF ACTION OF ANY KIND, INCLUDING, BUT NOT LIMITED TO, CONTRACT, TORT (INCLUDING NEGLIGENCE), STRICT LIABILITY, BREACH OF WARRANTY, MISREPRESENTATION, OR OTHERWISE, SHALL NOT EXCEED THE FEES ACTUALLY PAID BY LICENSEE DURING THE CURRENT MAINTENANCE AND SUPPORT PERIOD, FOR THE PRODUCTS THAT GIVE RISE TO THE CAUSE OF ACTION.

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THE FOREGOING WARRANTIES, LIMITATIONS, AND EXCLUSIONS MAY NOT BE VALID IN SOME JURISDICTIONS AND APPLY ONLY TO THE EXTENT PERMITTED BY APPLICABLE LAW IN LICENSEE'S JURISDICTION. LICENSEE MAY HAVE ADDITIONAL RIGHTS UNDER LAW THAT MAY NOT BE WAIVED OR DISCLAIMED. AZTECA SYSTEMS DOES NOT SEEK TO LIMIT LICENSEE'S WARRANTY OR REMEDIES TO ANY EXTENT NOT PERMITTED BY LAW.

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- a. Licensee promptly notifies Azteca Systems in writing of the claim;
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9.3 Taxes and Fees, Shipping Charges. License fees quoted to Licensee are exclusive of any and all taxes or fees, including, but not limited to, sales tax, use tax, value-added tax (VAT), customs, duties, or tariffs, and shipping and handling charges.

9.4 No Implied Waivers. The failure of either party to enforce any provision of this License Agreement shall not be deemed a waiver of the provisions or of the right of such party thereafter to enforce that or any other provision.

9.5 Severability. The parties agree that if any provision of this License Agreement is held to be unenforceable for any reason, such provision shall be reformed only to the extent necessary to make the intent of the language enforceable.

9.6 Successor and Assigns. Licensee shall not assign, sublicense, or transfer Licensee's rights or delegate Licensee's obligations under this License Agreement without Azteca Systems' prior written consent, and any attempt to do so without consent shall be void. This License Agreement shall be binding on the respective successors and assigns of the parties to this License Agreement. Notwithstanding, a government contractor under contract to the government to deliver Products may assign this License Agreement and Products acquired for delivery to its government customer upon written notice to Azteca Systems, provided the government customer assents to the terms of this License Agreement.

9.7 Survival of Terms. The provisions of Articles 2, 5, 6, 7, 8, and 9 of this License Agreement, and the provisions of section 4.1 of Addendum 2, shall survive the expiration or termination of this License and Maintenance Agreement.

9.8 Equitable Relief. Licensee agrees that any breach of this License Agreement by Licensee may cause irreparable damage and that, in the event of such breach, in addition to any and all remedies at law, Azteca Systems shall have the right to seek an injunction, specific performance, or other equitable relief in any court of competent jurisdiction without the requirement of posting a bond or proving injury as a condition for relief.

9.9 US Government Licensee. The Products are commercial items, developed at private expense, provided to Licensee under this License Agreement. If Licensee is a US government entity or US government contractor, Azteca Systems licenses Products to Licensee in accordance with this License Agreement under FAR Subparts 12.211/12.212 or DFARS Subpart 227.7202. Azteca Systems Data and Online Services are licensed under the same subpart 227.7202 policy as commercial computer software for acquisitions made under DFARS. The commercial license rights in this License Agreement strictly govern Licensee's use, reproduction, or disclosure of Products. Azteca Systems Software source code is unpublished, and all rights to Products are reserved by Azteca Systems and its licensors. Licensee may transfer Software to any licensed government procuring agency facility to which computer(s) on which Software is installed are transferred. If any court, arbitrator, or board holds that Licensee has greater rights to any portion of Products under applicable public procurement law, such rights shall extend only to the portions affected.

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in accordance with the laws of the State of Utah without reference to conflict of laws principles, except that US federal law shall govern in matters of intellectual property. Except as provided in Section 9.8, any dispute arising out of or relating to this License Agreement or the breach thereof shall be resolved in the following order:

- Consultation and negotiation in good faith and a spirit of mutual cooperation;
- Mediation, by a mutually acceptable mediator chosen by the parties, which cost is shared equally;
- If the matter cannot be settled through negotiation or mediation, then it shall be finally settled by arbitration administered by the American Arbitration Association under its Commercial Arbitration Rules. Judgment on the award rendered by the arbitrator may be entered in a court of competent jurisdiction. If Licensee is a US government agency, this License Agreement is subject to the Contract Disputes Act of 1978, as amended (41 USC 601-613), in lieu of the arbitration provisions of this clause. This License Agreement shall not be governed by the United Nations Convention on Contracts for the International Sale of Goods, the application of which is expressly excluded.

9.11 Maintenance. Maintenance for qualifying Software consists of updates and other benefits, such as access to technical support, are provided during the Term of Use. Maintenance is specified as set forth in Addendum #2.

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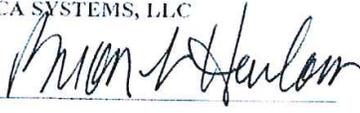
9.13 Patents. Licensee may not seek, and may not permit any other user to seek, a patent or similar right worldwide that is based on or incorporates any Azteca Systems technology or services. This express prohibition on patenting shall not apply to Licensee's software and technology except to the extent that Azteca Systems technology or services, or any portion thereof, are a part of any claim or preferred embodiment in a patent application or a similar application.

9.14 Entire Agreement. This License Agreement, including its incorporated documents, addendums, and exhibits constitutes the sole and entire agreement of the parties as to the subject matter set forth herein and supersedes any previous license agreements, understandings, and arrangements between the parties relating to such subject matter. Additional or conflicting terms set forth in any purchase orders, invoices, or other standard form documents exchanged during the ordering process, other than product descriptions, quantities, pricing, and delivery instructions, are void and of no effect. Any modification(s) or amendment(s) to this License Agreement must be in writing and signed by each party or as otherwise provided in Addendum #1.

IN WITNESS WHEREOF, the parties hereto have caused this License Agreement to be executed and made effective by their respective authorized representatives.

AZTECA SYSTEMS, LLC

CITY OF SAMMAMISH, WA - (LICENSEE)

By: 

By: 

Name: Brian L. Haslam

Name: Deputy City Mgr

Title: President - CEO

Title: Jussi Bon

Date: 03/28/2018

Date: 3 26 18

ADDENDUM #1

PRODUCT LICENSING

1. Licensed Software:

Server AMS Standard Enterprise License Agreement (ELA), Includes Unlimited Quantities of the Identified Products:
 Office
 Tablet
 Respond
 Mobile Native Apps (for iOS/Android)

--Includes the following Add-ons:
 Storeroom
 Equipment Checkout
 Contracts
 Cityworks for Excel
 Cityworks Analytics for AMS
 eURL (Enterprise URL)
 Web Map Manager
 Web Hooks
 Citizen Engagement API
 Local Government Templates (LGT)
 Use of Cityworks AMS Application Programming Interfaces (APIs) with commercially available Cityworks-centric applications that are licensed and maintained by authorized Cityworks partners

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Additional Software Products & Licenses: Additional Software Products & licenses may be added to this License Agreement with either an acknowledgement of an official Cityworks quote signed by Licensee and additional fees, if necessary or applicable being paid, or receipt of Purchase Order from Licensee in response to an official Cityworks quote and additional fees, if applicable being paid.

2. Notices & Licensee Information: Until or unless otherwise, modified, all notices relevant to this agreement shall be sent to the following address:

Azteca Systems, LLC 11075 South State, Suite 24 Sandy, Utah 84070	City of Sammamish 801 228 th Ave SE Sammamish, WA 98075
	Attn: Glenn Akramoff
	E-mail: gakramoff@sammamish.us
	Phone: 425.295.0500

3. Delivery Date/Effective Date of Software

MM/DD/YYYY
12/21/2017

4. **Schedule of Payments and Fees under License and Maintenance Agreement**

Support Period	Date From/To (mm/dd/yyyy)	Amount
Period 1	11/15/2017 – 11/14/2018	\$ 2,500.00*
Period 2	11/15/2018 – 11/14/2019	\$48,000.00

* Fee for period 1, reflects additional software added on 12/21/2017. (Original fee of \$30,000 for period 1 has previously been paid with \$2,500 additional due for Period 1).

5. **Additional**

Updates to the above licensed software means a subsequent release of the program which Azteca generally makes available to its supported customers as part of the annual maintenance plan for which fees have been paid.

Occasionally, Azteca changes the name of its licensed software as part of its ongoing process to improve and increase the functionality of the software. In the event the software licensed or listed above changes in name, and/or improvements are made, Azteca will provide software with functionality that is similar to or with substantially the same or greater functionality of the originally licensed software, provided all current license fees have been paid.

Updates may not always include any release, option or future program that Azteca licenses separately. Updates are provided when available (as determined by Azteca). Azteca is under no obligation to develop any future programs or functionality. Any updates made available will be delivered to you, or made available to you for download. You shall be responsible for copying, downloading and installing the updates.

ADDENDUM #2
STANDARD MAINTENANCE AND SUPPORT

Standard Maintenance and Support Addendum provisions are between the Licensee and Azteca, Systems, LLC. Maintenance and Support are provided subject to the terms and conditions of the signed License Agreement and which is incorporated by reference.

1. **MAINTENANCE & SUPPORT:** Azteca Systems will provide maintenance and support services to Licensee for qualifying Products during the applicable Term for such Products provided the applicable license fees have been paid for the times and periods and amounts specified in Addendum #1. Maintenance and Support Services consist of the following benefits: Technical support, new version software, service packs, software upgrades, and software updates.

1.1. Azteca Systems will ensure upward compatibility for the Covered Software applications within a reasonable timeframe for minor Esri® ArcGIS and Cityworks supported database revisions. Azteca Systems will not ensure upward compatibility for Covered Software Applications when there are major Esri ArcGIS revisions (for example, from rev 10.x to rev 11.x), however Azteca Systems will make all reasonable efforts to provide upward compatibility.

1.2. Azteca Systems shall, without additional charge (except as allowed for in paragraph 3.4), during the term of this Agreement provide the following:

- (a) Software Updates. Software Updates includes Upgrades and service packs which are a collection of files that enhance or correct the Covered Software and which will be available for Licensee to download during the Maintenance Term/Period. Updates and Upgrades may also include new versions;
- (b) Provide Telephone Support, Email Support, Web Support, during normal business hours, 8 AM to 5 PM Mountain Time, Monday through Friday (excepting Holidays) and after hour emergency support line, and other benefits deemed appropriate by Azteca Systems (as set forth in Section 2 below); and
- (c) Implement and maintain a means of secure, remote direct network access (VPN, Web-access, etc.) to the Licensee's systems in order to perform thorough remote diagnostics.

1.3 The following items, among others, however, are specifically excluded as support services under this section of this Maintenance and Support:

- (a) Support for applying or installing upgrades and service packs;
- (b) Assistance with questions related to third party software, computer hardware, networking, and other similar items that are not provided by Azteca;
- (c) Assistance with computer operating system questions not directly pertinent to the Covered Software or Program Modifications;
- (d) Licensee Data debugging and/or correcting;
- (e) Services necessitated as a result of any cause other than authorized ordinary and proper use by the Licensee of the Covered Software, including but not limited to neglect, abuse, unauthorized modifications and/or unauthorized updates;
- (f) Consulting regarding customizations created to function with the Covered Software unless the customization is identified and listed as Covered Software in Addendum 1;
- (g) Assistance with applications which are not part of a standard life cycle, such as preview, beta, or candidate releases; and
- (h) Questions such as configuration, implementation and walk-throughs.

1.4 Support Periods are renewable unless terminated as provided in Section 3 below. The Maintenance Services consists of software and documentation updates and access to technical support via telephone, email, web-based (www.MyCityworks.com) and after hours support as set forth in Section 1 of this Addendum.

1.5. Technical support provided pursuant these maintenance provisions shall be performed in a professional and workmanlike manner. Azteca Systems will use commercially reasonable efforts to provide corrections to a technical issue or provide a workaround, but Azteca Systems cannot guarantee that all technical issues can be fixed or resolved.

1.6. **Authorized Callers.** Licensee may designate a limited number of authorized callers per software product listed in Addendum 1. Licensee may replace Authorized Callers at any time by notifying Azteca Systems Support services. Authorized callers may be designated in this Addendum #2 or by email. Azteca may limit the total number of authorized callers as may be reasonably necessary and may request an updated list of authorized callers.

1.7. **Cityworks Online Support and Customer Portal.** Azteca has created a self-help support website center for Authorized Callers to submit technical issues, chat with technical specialists, track technical support incidents through the ‘MyCityworks’ portal, and view technical articles, updated product documentation, blogs, links to forums, and technology announcements. The support and care website can be found at <http://www.mycityworks.com>.

2. PROCEDURES FOR ACCESSING SUPPORT:

2.1. All problem categories from routine, non-critical and critical that occur during normal business hours shall procedurally occur as follows: 1) Licensee’s system administration staff as first line of support, and then 2) Azteca Systems staff as the second line of support. Azteca Systems will make all reasonable efforts to acknowledge all requests for support during normal business hours within 4 hours.

2.2. Prior to calling Azteca Systems for support services, the Licensee will first attempt to isolate any problems that occur within the Licensee’s System. The Licensee will try to reduce the problem down to a specific software or system component. If it is determined that the problem is The Cityworks Software component, Licensee will first try and resolve the problem without Azteca Systems’ involvement. If Licensee cannot resolve the problem or isolate the problem, Licensee may contact Azteca Systems via telephone, chat, or self-service portal. In each case, Cityworks technical support will log the information and provide, an answer to the question, a resolution to the problem, or submit a verified bug to the development group. Any support request that is not quickly resolved will be assigned to a technical support representative. Phone calls and chat requests are accepted during normal business hours as outlined on the Contact Support page of MyCityworks.com. Voicemails and requests submitted via the self-service portal outside of the posted business hours will be responded to on a first come, first served basis the next business day.

2.3. For critical problems that occur outside of Azteca Systems’ normal business hours (8 AM to 5 PM, Mountain Time) and cannot be isolated and resolved by the Licensee, Azteca Systems will provide an after-hours phone number or pager number that will forward the call to the currently assigned Azteca Systems support representative. Azteca Systems will make all reasonable efforts to acknowledge and respond to the request for support for critical problems that occur outside of normal business hours within 4 hours of receipt of the call from a designated and authorized Licensee representative. Critical problems are defined as problems that cause several users to be unable to perform their duties. For routine and non-critical problems Licensee will submit support requests during normal business hours as outline in 2.2 above.

2.4. After a Technical Support Incident is logged, Azteca Systems will use commercially reasonable efforts to provide corrections to a technical issue or provide a work around. While it is Azteca’s goal to provide an acceptable solution to technical issues, Azteca cannot guarantee that all technical issues can be fixed or resolved.

2.5. Azteca will use all reasonable efforts to utilize remote support-type services. However, in the event Licensee and Azteca Systems agree it becomes necessary for Azteca Systems to be on-site to provide support for the Covered Software, the parties by mutual negotiation, shall develop a separate agreement that will govern the terms and conditions for any on-site work or services.

3. CHARGES/FEEES

3.1. License, Maintenance and Support Services herein are included in the payment of annual fees as set forth in Addendum #1, and shall be paid by Licensee. The annual fee for each twelve (12) month period is set forth in Addendum #1, and shall be paid prior to the start for each License and Maintenance Period unless otherwise specified. The annual fee for successive Terms/Periods (twelve-month periods) commencing upon the anniversary of the first maintenance period, shall become due prior to the end of the preceding paid-up Maintenance Period.

3.2. Upon sixty (60) days written notice, the fee for the License and Maintenance Periods listed in Addendum 1 subsequent to year three (3) of the Maintenance Period, may be adjusted by Azteca Systems to reflect increases in costs of providing the services; provided, however, that the fee shall not increase by more than the CPI from the previous annual fee. Azteca Systems will notify Licensee of the new pricing no later than ninety (90) days prior to the annual renewal date of the year preceding the year for which such adjusted pricing applies.

3.3. **Maintenance Expiration.** Azteca Systems will send Licensee a notice of expiration approximately sixty (60) days before the Maintenance term expires. If Azteca Systems does not receive a purchase order prior to the expiration date, Azteca will send the notification to Licensee upon expiration of the Maintenance term. Azteca Systems will continue to provide technical support for an additional thirty (30) days, but Licensee will no longer receive Software updates released after the Maintenance term's expiration. If Licensee does not reinstate Maintenance within thirty (30) days of the expiration date, Licensee will no longer receive technical support. All other Maintenance benefits and Support services will end with the expiration of the Maintenance term.

3.4. **Reinstatement Fee for Lapsed Maintenance.** Azteca Systems will reinstate Maintenance if Licensee sends a purchase order or payment within thirty (30) days of the expiration date. If Licensee does not renew Maintenance within thirty (30) days of the expiration date but at a later date wants to reinstate Maintenance, Maintenance fees will include the Maintenance fees that Licensee would have paid since the expiration date.

4. MISCELLANEOUS

4.1. **Data Confidentiality Statement:** Azteca Systems will take reasonable measures to ensure that any Licensee data and/or confidential information provided to Azteca Systems is not inappropriately accessed or distributed to any third-party. Data provided to Azteca Systems by the Licensee may be loaded onto Azteca Systems servers or employee computers for the purpose of testing The Cityworks Software, database structure, or database values, and related Esri® software to resolve database or software performance issues, software enhancements and software defects. At no time will the data be distributed to individuals or organizations who are not Azteca Systems employees without first receiving written approval from Licensee. If requested by the Licensee, and once the testing has been completed, Azteca Systems will delete all data provided by the Licensee.

4.2. **No Implied Waivers:** No failure or delay by Azteca Systems or Licensee in enforcing any right or remedy under this Agreement shall be construed as a waiver of any future or other exercise of such right or remedy by Azteca Systems.

ADDENDUM #3

THIRD PARTY CONSULTANT/CONTRACTOR ACKNOWLEDGMENT

If Licensee engages any Third Party Contractor and desires to grant access to or permission to use the licensed software, the access may be granted subject to the following terms conditions and provisions:

1. Access and use of the Licensed Products by any third party is solely for Licensee’s benefit;
2. The Third Party Contractor (or, if applicable, its employee) shall be considered, as applicable, the Authorized User for purposes of the applicable license type, and all use by such contractor shall be in accordance with the terms and conditions of the License and Maintenance Agreement;
3. Before accessing the Licensed Products, the Third Party Contractor agrees in writing that (a) the software shall be used solely in accordance with the terms of this Agreement and solely for Licensee’s benefit and (b) said contractor shall be liable to Azteca Systems for any breach by it of this Agreement;
4. Licensee hereby agrees and acknowledges that Licensee will be liable for any and all actions or omissions of the Third Party Contractor with respect to the use of the Licensed Products, as if such actions or omissions were the Licensee’s;
5. Upon expiration or termination of this License Agreement, the rights of usage to any Third Party Contractor shall immediately terminate;
6. Use of the Software by such Third Party Contractors on Licensee’s behalf will be governed by the terms of this Agreement, and will require that Licensee purchase the appropriate license for each user utilized by such contractor;
7. Any breach of this Agreement by any Third Party Contractor(s) will be deemed to be a breach by Licensee;
8. Licensee will ensure that Third Party Contractor agrees to comply with and does comply with the terms of this Agreement on the same basis as the terms apply to Licensee; and
9. Any Third Party Contractor must sign a copy of this Addendum acknowledging that it has a copy of the License Agreement and agrees to the terms herein, further Licensee shall provide a signed copy of this Addendum for every Third Party contractor to which it has granted permission to access and/or use the licensed software;

The rights granted under Third-Party Contractor Addendum, do not modify the license or increase the number of licenses granted under this Agreement. Third-Party Contractor acknowledges acceptance by signing below, and providing a copy to Azteca Systems at contracts@cityworks.com.

Third Party Contractor Name (Print)

By: _____

Authorized Signature

Date: _____

Agenda Bill
 City Council Regular Meeting
 November 06, 2018



SUBJECT:	Supplemental Agreement: ADA Transition Plan/ Transpo Group USA	
DATE SUBMITTED:	October 30, 2018	
DEPARTMENT:	Public Works	
NEEDED FROM COUNCIL:	<input checked="" type="checkbox"/> Action <input type="checkbox"/> Direction <input type="checkbox"/> Informational	
RECOMMENDATION:	Authorize the City Manager to execute the supplemental agreement with Transpo Group USA for the ADA Transition Plan in an amount not to exceed \$161,724 (Exhibit 1) and authorize an additional \$16,000 management reserve.	
EXHIBITS:	1. Exhibit 1 - Supplemental Agreement	
BUDGET:		
Total dollar amount	\$177,724	<input checked="" type="checkbox"/> Approved in budget
Fund(s)	Prof-Svcs ADA Transition Plan (001-090-518-90-41-00); Operating Contingency (001-090-518-90-41-09)	<input type="checkbox"/> Budget reallocation required <input type="checkbox"/> No budgetary impact
WORK PLAN FOCUS AREAS:		
<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 checked="" type="checkbox"/> Culture & Recreation	
<input type="checkbox"/> Environmental Health & Protection	<input checked="" type="checkbox"/> Financial Sustainability	

NEEDED FROM COUNCIL:
 Should the City Council approve the supplemental agreement (Exhibit 1) with Transpo Group USA for the ADA Transition Plan?

KEY FACTS AND INFORMATION SUMMARY:
Summary
 On July 17, 2018, the City Council approved a contract with Transpo Group USA for the completion of an ADA Transition Plan covering City-owned and operated buildings that are open to the public, as well as City park and right-of-way infrastructure. The attached supplemental agreement (Exhibit 1) will

amend that contract to increase the public right-of-way mileage to be surveyed within an existing task from 63 to 225 miles in an amount not-to-exceed \$161,724, and staff are requesting an additional \$16,000 management reserve fund to be used only by written authorization to cover additional unforeseen services needed to complete this project.

The original contract amount plus this supplemental agreement and management reserve will result in a total project cost not to exceed \$445,434. \$200,000 of this total is already included in the 2017-2018 budget.

Background

The scope of the ADA Transition Plan project requires extensive asset mapping and evaluation, documentation and reporting. Project success relies on multi-disciplinary ADA expertise as applied to transportation facilities in the public right of way, as well as park and building facilities. Engaging a consultant to assess existing ADA barriers, prioritize future investments, and identify potential funding sources has positioned the City to pursue full ADA compliance, become more accessible for those with disabilities, and preserve eligibility for federal highway grant funding.

The Americans with [Disabilities Act Title II, Part 35, Subpart D - Program Accessibility § 35.150 \(d\)](#) requires public entities with more than fifty employees to develop a Transition Plan in the event that structural changes to facilities must be undertaken to achieve accessibility. The Transition Plan shall, at minimum:

1. Identify physical obstacles in the public right of way and public facilities;
2. Describe the methods that will be used to make the facilities accessible;
3. Specify a schedule for removal of physical obstacles;
4. Indicate a person responsible for implementation of the plan.

The City allocated \$200,000 for the ADA Transition Plan in the 2017-2018 budget, which must be completed by 2021 in order for City road infrastructure projects to remain eligible for federal grant funding. Evaluation of facility barriers is expected to continue through the remainder of 2018, and development of the ADA transition plan, including barrier removal prioritization and cost estimation, will occur in the first two quarters of 2019. Public engagement will be incorporated throughout the transition planning process and has included outreach at community events, online, and among individuals with disabilities. Project deliverables include the Transition Plan report, a database of facility and park structure barriers with recommended solutions/cost estimates, and a GIS database and interactive web-map viewer of prioritized barriers within the public right-of-way.

Once the ADA Transition Plan is complete, the City will incorporate plan elements into existing asset management functions. Repair and removal of barriers will occur according to a proposed schedule through a combination of regular maintenance activities, annual concrete sidewalk/ street overlay programs, and larger capital projects.

Supplemental Agreement

The supplemental agreement (Exhibit 1) amends Transpo Group USA's original scope of work by increasing public right-of-way mileage to be inventoried under Task 2.2, from 63 miles to 225 miles. This increase accounts for the full mileage of existing sidewalks within City limits, which is necessary to

complete a fully compliant ADA self-evaluation. The existing contract under-reports the total number of City sidewalk miles due to a conversion error that went undetected following a prior asset inventory survey.

Updating Task 2.2 to reflect total City sidewalk mileage allows the consultant to complete a full ADA self-evaluation now, rather than phase an evaluation of different areas of the city over time. This approach is thought to be less costly over the long run due to economies of scale, and has the added benefit of providing a full picture of existing conditions from which to make better informed decisions when prioritizing barrier removal activities.

FINANCIAL IMPACT:

The original contract with Transpo Group USA was not to exceed \$243,410, with a \$24,300 management reserve. This supplemental amendment is not to exceed \$161,724. Staff request an additional \$16,000 management reserve to be used only by written authorization to cover additional unforeseen services needed to complete this project. The total project cost, including all of these elements, will not exceed \$445,434.

The City Council allocated \$200,000 in the 2017-2018 budget for the ADA Transition Plan.

OTHER ALTERNATIVES CONSIDERED:

As the ADA Transition Plan is already well underway, alternatives are limited. Should the supplemental agreement not be approved, staff will explore options to conduct a partial self-evaluation this year and wait until additional funding becomes available to complete the full ADA Transition Plan. A phased ADA Transition Plan may not meet acceptable time frames for federal ADA compliance and grant eligibility.

RELATED CITY GOALS, POLICIES, AND MASTER PLANS:

City of Sammamish [Comprehensive Plan](#):

- Policy LU.7.6b** - Ensure that neighborhoods are connected and accessible for all modes of travel.
- Policy H.4.1** - Support ways for older adults and people with disabilities to remain in the community as their housing needs change by encouraging universal design or retrofitting homes for lifetime use.
- Policy T.2.5** - Encourage siting and designing transit facilities to enable access for pedestrian and bicycle patrons, where appropriate
- Policy T.3.2** - Prioritize safety improvements to the existing transportation system to protect mobility and lower overall life-cycle costs.
- Policy T.4.11** - Ensure mobility choices for people with special transportation needs, including persons with disabilities, the elderly and the young, and low-income populations.
- Policy CF.3.9** - Capital improvements that are needed to correct existing deficiencies or maintain existing levels of service should have funding priority over those that would significantly enhance service levels above those designated in the Comprehensive Plan.

City of Sammamish [Parks, Recreation, and Open Space Plan](#):

- Goal 3.1** - Design and maintain parks and facilities to offer universal accessibility for residents of all physical capabilities, skill levels and age as appropriate; assess planned and existing parks and trails for compliance with the adopted Americans with Disabilities Act (ADA) Standards for Accessible Design for requisite upgrades.

Goal 3.2 - Develop a long-term ADA transition plan for all Sammamish parks to include updates to playgrounds and other highly-utilized park amenities.

Goal 7.5 - Provide barrier-free (ADA-compliant) facilities, where readily achievable, by modifying existing facilities or when designing or constructing new facilities.

Transpo Group USA, Inc.
Cost Estimate Worksheet



Number / Project Name
1.18150.00/Sammamish ADA Transition Plan

Pay rates are effective from July 7, 2018 through July 5, 2019, within the ranges shown in the attachment.
 Only key staff are shown and other staff may work on and charge to the project as needed by the project manager.

	Project Manager	Quality Control	GIS Lead	Project Engineer				Project Admin	
initials	RP	PBL	BGS	MW				AMC	
job title	Eng L6	Prin L7	Anyl L4	Eng L2				PA L4	
cost rate	\$54.88	\$76.92	\$40.82	\$35.72				\$40.96	

Labor:

Work Task	Hours	Cost
Task 1 - Project Management		
1.1 Project Coordination	0	\$0
1.2 Progress Reports and Invoices	0	\$0
Task 2 - Self-Assessment Data Collection		
2.1 Kick-off Meeting	0	\$0
2.2 Public Right-of-Way	240	\$9,797
2.3 City Parks and Priority Park Facilities	0	\$0
2.4 Other Facilities	0	\$0
Task 3 - Stakeholder Engagement		
3.1 Materials / Support for Public Outreach/ Engagement	0	\$0
3.2 Online Public Meeting	0	\$0
3.3 Targeted Focus Group	0	\$0
Task 4 - Barrier Removal		
Barrier Removal	0	\$0
Task 5 - Implementation Schedule		
Implementation Schedule	250	\$9,695
Task 6 - Draft and Final Report		
Draft and Final Report	0	\$0
Total Hours	490	
Labor Costs		\$19,491.80
Overhead Rate	167.68%	\$32,683.85
Fee (as a % of labor)	30.00%	\$5,847.54

Miscellaneous Expenses:

Item	Reimbursable Cost
1 Federal Express / Courier	\$0
2 Phone	\$0
3 Fax	\$0
4 Postage	\$0
5 Graphic supplies	\$0
6 Photography	\$0
7 Travel expenses (mileage)	\$0
8 Reproduction	\$0
9 Traffic counts	\$0
10 Traffic accident data	\$0
11 Spec. MPS model run	\$0
12 Transportation Concurrency Application	\$0
Total Reimbursable Expenses	\$0

Subconsultants:

Firm	Subs Cost
1 IDAX	\$103,700
2 Endelman and Associates	\$0
3 Acutanza STS	\$0
4	\$0
5	\$0
Total Subconsultants	\$103,700

TOTAL ESTIMATE \$161,724.00

Scope of Services for City of Sammamish
 ADA Self-Assessment and Transition Plan

Scope of Services

Client Name:	City of Sammamish		
Project Name:	ADA Self-Assessment and Transition Plan - Phase 2		
Exhibit Dated:	July 10, 2018	Revised October 12, 2018	TG: 18150.00

The Americans with Disabilities (ADA) act of 1990 provides comprehensive civil rights protections to persons with disabilities in the areas of employment, state and local government services, and access to public accommodations, transportation, and telecommunications. There are five titles (or parts) to the ADA, of which Title II is most pertinent to travel in the public right-of-way. This title specifies equal access to all services, programs and activities that are provided or made available by public entities.

This ADA Self-Assessment and Transition Plan will comprehensively address the requirements of ADA Title II, Part 35, Subpart D – Program Accessibility § 35.150 (d)(3)

The plan shall, at a minimum—

- (i) Identify physical obstacles in the public program areas of the public entity's facilities that limit the accessibility of its programs or activities to individuals with disabilities;
- (ii) Describe in detail the methods that will be used to make the facilities accessible;
- (iii) Specify the schedule for taking the steps necessary to achieve compliance with this section and, if the time period of the transition plan is longer than one year, identify steps that will be taken during each year of the transition period; and
- (iv) Indicate the official responsible for implementation of the plan.

The scope of work contained below meets all of the requirements identified above.

The consultant work program is organized into the following tasks:

1. Project Management and Coordination
2. Self-Assessment Data Collection
3. Stakeholder Engagement
4. Barrier Removal
5. Implementation Schedule
6. Draft and Final Plan

Task 1 – Project Management and Coordination

1.1 Project Coordination

The consultant team project manager will coordinate with the City's project manager on a regular basis (weekly or bi-weekly) throughout the duration of the project. The coordination will address project scope/status, technical and policy direction, budget, schedule, meetings and planned access to buildings the following week. Coordination will be via telephone calls, and email, as appropriate.

The consultant team project manager will also coordinate with subconsultants on a regular basis regarding project scope/status, project direction, budget, and schedule.

1.2 Progress Reports and Invoices



Scope of Services for City of Sammamish
ADA Self-Assessment and Transition Plan

The consultant will prepare monthly progress reports and invoices.

Agency Support

- The City's project manager will regularly keep in contact with consultant team and communicate internally to rest of City staff on progress and schedule.
- The City will facilitate engagement from partners like FHWA and WSDOT, if needed.

Consultant Deliverables

- Notes, emails, or other summaries of communication.
- Monthly progress reports and invoices.

Task 2 – Self-Assessment Data Collection

Data collection is the foundation of this project, providing a clear understanding of what accessibility barriers exist and what needs to be done to remove them.

2.1 Kick-off Meeting

Prior to initiating data collection efforts, the consultant will hold a data collection kick-off meeting with Transpo, IDAX, Endelman and Associates and City of Sammamish staff to go over safety and communication protocols.

2.2 Public Right-of Way

Data will be collected using mobile tablets (ie: iOS, Android, etc.) and stored on a real-time cloud-based GIS database and interactive web viewer, for immediate review. Data may be collected up to 50 feet beyond the City Limits (AOI) for completeness. A draft data dictionary is attached and will be used as a starting point for development of the final data dictionary. The consultant team will work with the City to review and finalize the data collection data dictionary through coordination with City of Sammamish staff.

The facilities to be inventoried are assumed to include the following:

- ~~63-225~~ miles of sidewalk, including individual barriers along the sidewalk
- 2520 curb ramps
- 191 pedestrian push buttons
- 275 marked crosswalk locations
- 50 bus stops

The information above is based on information provided by the City via email.

Once collected, data will be reviewed for quality by both IDAX and Transpo Group.

2.3 City Parks and Priority Park Facilities

Data will be collected for City Parks using two systems. For access routes to/from parking facilities and paved trails/paths, data will be collected similar to the process described in Section 2.2, utilizing the same GIS data dictionary. For structures and facilities, data will be collected using the Endelman & Associates Survey Solutions database. A list of typical



Scope of Services for City of Sammamish
ADA Self-Assessment and Transition Plan

barriers inventoried using the Survey Solutions database is attached. The following park facilities will be inventoried:

- Beaver Lake Park (north)
 - Sidewalk and ramp facilities at parking areas
 - Paved paths from parking areas to the Lodge, picnic shelter, and beach
- Beaver Lake Park (west)
 - Sidewalk and ramp facilities at parking area
 - Paved paths from parking area to/from play structure, restrooms, concession stands and sports fields
 - Play structure
 - Sports Fields
 - Picnic shelter
 - Restroom
- Beaver Lake Preserve
 - Sidewalk facilities at parking areas
 - Access to sani-can
 - Access to off-leash dog park
- Big Rock Park Parcel A
 - Sidewalk facilities at parking areas
 - Paths from parking areas to/from park amenities
 - Play areas
 - Access to sani-can
- East Sammamish Park
 - Sidewalk and ramp facilities at parking area
 - Paved paths from parking area to/from play structure, restrooms, concession stands and sports fields
 - Play structure
 - Sports Fields
 - Picnic shelter
 - Restroom
- Ebright Creek Park
 - Sidewalk and ramp facilities at parking area
 - Paved paths from parking areas to sports field, play structures (x2), picnic shelter, and restroom
 - Paved path to west section of park over Ebright Creek
 - Sports court
 - Picnic structure
 - Play structure
 - Restroom
- Evans Creek Preserve
 - Sidewalk, ramp facilities, and access to Sani-can at upper parking area
 - Parking area to restroom and loop trail at lower parking area
- Illahee Trail Park
 - Half Mile Trail



Scope of Services for City of Sammamish
 ADA Self-Assessment and Transition Plan

- Klahanie Park
- Sidewalk and ramp facilities at parking area
- Paved paths from parking area to/from play structure, restrooms and sports fields
- Play structures (x2)
- Sports Fields (baseball, cricket, lacrosse, soccer, softball)
- NE Sammamish Park
 - Sidewalk and ramp facilities at parking area
 - Paved path from parking area to/from play structure, portable restrooms, and sports courts
 - Play structure
 - Portable restrooms
 - Sports courts (Baseball, tennis)
- Pine Lake Park
 - Sidewalk and ramp facilities at parking areas
 - Paths to/from parking areas to play structures, sports fields, canoe/kayak launch, dock, picnic shelter, basketball court, beach, restrooms
 - Three picnic shelter buildings
 - Three play structures
 - Sports fields (basketball, baseball, lacrosse, soccer, softball)
 - Canoe/Kayak launch and dock
- Sammamish Commons - Upper
 - Skate park
 - Basketball court
 - Play equipment/structure
 - Commons plaza
 - Restrooms
 - Shelter between upper and lower commons
 - ADA trail connecting upper and lower commons
- Sammamish Commons – Lower
 - Sidewalk and ramp facilities at parking area
 - Paved paths from parking areas (x2) to/from play structure, community garden, spray park
 - Loop trail
 - Portable restrooms (x2)
 - Play structure
 - Community garden
 - Spray park
 - Picnic shelters (x2)
- Sammamish Landing
 - Sidewalk and ramp facilities at parking area
 - Paths to picnic shelter, portable restrooms, docks (x2), and pocket beaches at both docks.



Scope of Services for City of Sammamish
 ADA Self-Assessment and Transition Plan

- Picnic shelters (x2)
- Docks (x2)
- Restroom

2.4 Other Facilities

Data will be collected for facilities in the Endelman & Associates Survey Solutions database.

The following facilities will be inventoried:

- City Hall
- Sammamish Community Aquatic Center – YMCA (site access only)
- Sammamish Community Aquatic Center – Parking Garage
- Sammamish Maintenance and Operations Center (site access and reception area only)
- Boys and Girls Club – Recreation Center (site access, building core, and shell only)
- Fire Station #82 (site access, building core, and shell only)
- Fire Station #83 (site access, building core, and shell only)
- CWU Sammamish Campus (site access, building core, and shell only)
- Beaver Lake Lodge and Pavilion
- Pine Lake Park Restroom

In addition to the data collection efforts described above, Transpo will coordinate with City of Sammamish to obtain, if needed, any additional asset management information needed to complete the self-assessment.

Agency Support

- Provide existing GIS data standards and any database requirements.
- Review boundary of data collection and identify facilities within City not owned by City
- Base Map and Area of Interest GIS Data
- Most current Aerial Imagery of the City for data collection data accuracy and reference. (Preferred format in SID format)
- Other GIS data, as needed
- Copies of all current MEF forms and information.
- Collected LIDAR information through the last Asset Inventory contract for the public right of way.
- Other support from City GIS Staff, as needed

Consultant Deliverables

- Inventory and Barrier database will be delivered in GIS map package format and transmitted through the consultant FTP site for the project. Database will be using an ESRI file geodatabase format where at all possible or at minimum ESRI shapefile. Core metadata elements will be included such as creator, title, description, keywords, publisher, date, extents, coordination system, source, rights, and data fields with coded domain values described, where applicable. All deliverable spatial data shall be referenced to the following ArcGIS projection definition of NAD_1983_HARN_StatePlane_Washington_North_FIPS_4601_Feet.
- Summary table of total number of existing ADA inventory assets collected.



Scope of Services for City of Sammamish
 ADA Self-Assessment and Transition Plan

- Interactive web map viewer of ADA Inventory Data Collection, during the duration of the project with a plan about how to migrate the web map viewer and GIS database to the City’s infrastructure.
- For Buildings and structures within the parks, data will be collected in the Endelman & Associates Survey Solutions database. PDF reports will be provided and access to the Client useable fields for managing barrier removal using the web-based application will be licensed to the City. An Excel table will be exported from the Survey Solutions database containing all inventoried barriers and all attribute fields.

Task 3 – Stakeholder Engagement

In order to support the development of the ADA transition plan and provide a robust and inclusive outreach process, the consultant will assist the City in the following areas

- Technical Support and attendance at a booth stationed at the Sammamish Farmer’s Market on up to two occasions
- Development of an on-line public meeting (virtual town hall) and comment form as a complement to Farmer’s Market booth.
- Development of materials including project flyer, and postcard with links to a City Project Page for outreach at fairs/festivals
- Facilitation of a single targeted focus group
- Technical Support and attendance at up to three City Council meetings and one Human Services Commission meeting
- Summary of outreach

The target audiences for outreach could include:

- General Public
- Federal/State oversight agencies
- Social Service organizations
- Education providers
- Individuals/organizations representing individuals with disabilities

3.1 Materials and Support for Public Outreach & Engagement

Transpo will support the City in developing a project landing page on the City website (true) and materials/maps/postcards that can be used at fairs and festivals over the summer. Transpo will coordinate with the City to schedule and staff a booth at the Sammamish Farmer’s Market to present the project and provide an opportunity for public input. It is anticipated that a booth will be staffed at two separate times, once near the beginning of the project, and once after self-assessment and prior to prioritization of barriers.

Transpo will also support City staff at up to three City Council meetings and one Human Services Commission meeting to provide updates and present the draft and final plans.

3.2 Online Public Meeting

Transpo will support the City’s staff in the development of an online public meeting that is ADA accessible also provides opportunities for public comment. This will be done through the



Scope of Services for City of Sammamish
ADA Self-Assessment and Transition Plan

City's online virtual town hall platform and website; however, no live streaming of events or question responses will be provided. This on-line meeting will be open to the public for one month with comment collected during that time. Transpo work on this task will involve developing an online survey that can be linked to the City's virtual town hall. Graphics developed under task 3.1 above will also be provided in electronic format for inclusion in the virtual town hall. The online survey and the farmers market outreach can help us recruit for a targeted focus group.

3.3 Targeted Focus Group

Focus groups can provide a deeper understanding of the factors the disabled community finds important for updating pedestrian areas in the City, as well as a better understanding of the main barriers in pedestrian areas.

Transpo will assist the City in holding one two-hour focus group meeting at an accessible location. Support from Transpo will include development of materials and on-site facilitation. Participants will be recruited through City contacts including ADA community groups, groups representing senior citizens, those expressing an interest in participating from the online public meeting, comment forms and at the Farmer's Market booth.

Agency Support

- Schedule and provide venue for Farmer's Market booth.
- Provide support staff as necessary (e.g. providing sign language interpreter, translator, etc. for Farmer's Market outreach)
- Reach out to individuals with limited mobility, vision, and hearing., as well as groups that work with those individuals including schools and social service providers
- Support in the development of the online public meeting
- Staffing at events not included in this scope of work
- Designation of webpage on City's website for ADA transition plan.

Consultant Deliverables

- Materials folios and flyers, for the Farmers Market (and potentially other City supported city fairs/festivals)
- Messaging and graphics for the public website
- Development of content for an online open house including on-line and paper comment forms
- Assistance with identification of stakeholders for public engagement, including individuals/organizations representing those with limited mobility, vision, and hearing.
- Preparation of materials for a focus group including scheduling of sign language interpreters, facilitator guide, recruitment of participants.
- Summary of outreach including summary of the focus group and comments received.

Task 4 – Barrier Removal

This task identifies how barriers in the public right of way and City facilities will be removed. This includes design elements that will ensure new or reconstructed facilities are accessible, as well as mechanisms to construct and fund barrier removal. The two major elements to this task are a design standards audit, and barrier removal methodology.

In coordination with City engineering staff and public works inspectors, the consultant team will review City design standards to ensure current standards meet current ADA design



Scope of Services for City of Sammamish
 ADA Self-Assessment and Transition Plan

guidance. Detailed changes to existing design standards will be recommended based on this audit. In addition, the consultant team will Work with the City to establish procedure for documentation of facilities not built to ADA standards. This is called “maximum extent feasible” documentation and is particularly useful in areas where topography can create design challenges for pedestrian facilities.

The consultant team will also identify methods in which barriers within the public right-of-way and facilities will be removed. This will identify ways in which the City has already been working to remove barriers. It will also identify ways in which private development, remodeling projects, pavement overlay projects, roadway widening, roadway reconstruction, maintenance, signal upgrades or other physical changes to the right-of-way and facilities will be required to address barriers. Suggestions for coordinating these improvements with other improvements and funding programs will also be outlined.

Agency Support

- Provide existing City design standards and guidance.
- Provide documentation of existing barrier removal procedures and funding stream.
- Provide current CIP and Transportation Plan.

Consultant Deliverables

- Summary of audit findings and recommendations.
- Summary of existing barrier removal methods and how they can be coordinated and focused to maximize benefits.
- Provide completed MEF forms for all locations not built to ADA standards identified through the self-assessment inventory

Task 5 – Implementation Schedule

Transpo will coordinate with the City to develop a transition schedule for barrier removal. Developing a transition schedule is a key requirement of all ADA transition plans requiring more than a year to implement. Effective plans prioritize removal of high impact barriers in a systematic manner through prioritization of barrier removal, a multiyear schedule, identification of funding streams, planning level cost estimates, and establishment of a monitoring system.

The development of the transition schedule will include the prioritization of barriers. Prioritization of barriers will include input from stakeholders, multi-criteria analysis of the severity of each individual barrier, and multi-criteria GIS spatial analysis of the location of each barrier. Data collected in the self-assessment task will be used to prioritize each barrier.

The implementation schedule will be informed by planning level cost estimates and dedicated funding resources, as well as leveraging related funding resources. ADA barriers are often removed by existing programs, and these activities will be highlighted.

Finally, Transpo will assist in the development of a comprehensive monitoring procedure. This procedure will build upon the GIS, facilities, and parks survey data collected in the self-assessment task and identify how that database will be efficiently maintained moving forward. It will help the City clearly communicate, track and report progress in the future.

Agency Support

- Identification of City priorities around barrier removal.



Scope of Services for City of Sammamish
 ADA Self-Assessment and Transition Plan

- GIS data such as parks, schools, bus stops, functional class, public facilities, community destinations, etc.
- Provide current CIP and Transportation Plan and information about other funding streams.

Consultant Deliverables

- Draft/Final criteria to guide prioritization of barrier removal.
- Implementation schedule for barrier removal, including a list of the highest priority projects.
- Coordination with King County Metro for bus stop locations.
- Planning level cost estimates for barrier removal.
- Prioritization map data for public right-of-way will be delivered in GIS map package format and transmitted through the consultant FTP site for the project. Database will be using an ESRI file geodatabase format where at all possible or at minimum ESRI shapefile. GIS deliverables shall be in ESRI file geodatabase 10.4 or an earlier 10.x release.
- Interactive web map viewer of prioritization analysis of barriers in public right-of-way, during the duration of the project, with a plan about how to migrate the web map viewer and GIS database to the City's infrastructure. The web map viewer will be built as the project progresses and document data collection, and results of prioritization process including displaying of prioritization scores for each feature in terms of severity, proximity to high priority land uses, and combined scores. The interactive web map viewer shall be built in ArcGIS online and transferred to the City of Sammamish account prior to project closeout.
- Database of facilities and park structure barrier priority and recommended solution and cost estimate
- Facilitation of FHWA review of barrier removal schedule.
- Unit cost assumptions for planning level cost estimates.

Task 6 – Draft and Final Plan

This task includes development of a targeted, accessible and easy-to-understand document. Deliverables from other tasks including memos, maps, and tables will be adapted and consolidated into a single coherent document. The document will be clearly structured to meet the requirements of ADA Title II. Best practices will be integrated and highlighted throughout the plan and suggestions from partner agencies will be included.

In addition to the self-assessment and implementation schedule, there are various changes to City procedures, communication protocols and staffing that are required as part of an ADA transition plan. Although these changes will be completed internally by the City, they have been added to ensure all required elements of the transition plan are reflected within the scope of work. Per ADA Title II Part 35, Subpart D – Program Accessibility § 35.150 (d)(3) ADA Transition Plans must include:

- Identification of an “ADA Coordinator”
- Development of protocols to ensure information is accessible
- Development of a grievance procedure

The consultant team will provide guidance on best practices. This could include providing guidance on who should be the ADA Coordinator, how to provide barrier information in an accessible manner, and guidance on technical requirements/ sample protocols for information accessibility.



Scope of Services for City of Sammamish
ADA Self-Assessment and Transition Plan

Agency Support

- Provide direction on draft plan including two rounds of comments/edits of draft plan.
- The City will identify an ADA coordinator, improve information accessibility, and develop a grievance procedure.
- Provide City specific GIS mapping template to be used for maps and figures, if desired.

Consultant Deliverables

- Draft transition plan including two rounds of edits.
- Final transition plan in PDF, and Microsoft Word formats
- Transition plan map data will be delivered in GIS map package format and transmitted through the consultant FTP site for the project. Database will be using an ESRI file geodatabase format where at all possible or at minimum ESRI shapefile. Deliverables shall include a GIS map package with mxd files containing functioning sources pointing to all mapped layers. GIS deliverables shall be in ESRI file geodatabase 10.4 or an earlier 10.x release.
- Electronic copies of all map/graphics provided in the report deliverable shall be included as PDFs.
- Consultant shall coordinate and update as needed to achieve final approvals from FHWA.

Agenda Bill
 City Council Regular Meeting
 November 06, 2018



SUBJECT:	212th Way SE Construction Management Services - Project Closeout		
DATE SUBMITTED:	October 30, 2018		
DEPARTMENT:	Public Works		
NEEDED FROM COUNCIL:	<input checked="" type="checkbox"/> Action <input type="checkbox"/> Direction <input type="checkbox"/> Informational		
RECOMMENDATION:	MOVE to authorize the City Manager administer an additional \$80,000 of contract management reserve for Contract C2014-173 with Gray and Osborne, Inc. and authorize the use of ending fund balance from the 340 (Streets Capital) and 438 (Storm Drain Capital) funds.		
EXHIBITS:	1. Exhibit 1 - Supplement 9 Scope		
BUDGET:			
Total dollar amount	\$80,000	<input type="checkbox"/>	Approved in budget
Fund(s)	Transportation CIP (340-136-595-95-67-02); Stormwater CIP (438-468-595-40-63-00)	<input checked="" type="checkbox"/>	Budget reallocation required
		<input type="checkbox"/>	No budgetary impact
WORK PLAN FOCUS AREAS:			
<input checked="" type="checkbox"/> Transportation	<input checked="" 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 checked="" type="checkbox"/> Environmental Health & Protection	<input checked="" type="checkbox"/> Financial Sustainability		

NEEDED FROM COUNCIL:
 Should the City of Sammamish increase the management reserve in the construction management services contract with Gray and Osborne necessary to complete the 212th Way SE Improvement project?

KEY FACTS AND INFORMATION SUMMARY:
 Unanticipated construction conditions at the 212th Way SE project site resulted in extra work needed to complete the project. These conditions were previously discussed with Council in the fall and winter of 2017. The extra work increased the number of construction days requiring construction observation

and management, and additional management effort was necessary to assess equitable payment to the contractor for extra work performed.

Physical construction was completed in July 2018, but management efforts have been ongoing to determine an equitable construction cost and payment for the extra work. Additional funds are required in order to finish assessment and negotiation, and complete project record changes. This request for additional funding does not include potential funds for assistance with claims resolution if the Contractor chooses to dispute in court the City's final decision for equitable adjustment.

FINANCIAL IMPACT:

The allocated budget for this project was exceeded by prior Council action on October 17, 2017. The requested amount is within the authorized fund balance for this project from the 340 (Streets Capital) and 438 (Storm Drain Capital) funds. There is currently less than \$500 remaining in management reserve for this construction management contract. Increasing the management reserve by \$80,000 will allow staff to execute Supplemental Agreement No. 9 and continue to use Gray and Osborne's services, and provide a \$7,000 cushion in the management reserve for any additional minor supplemental needs that may arise during project closeout.

OTHER ALTERNATIVES CONSIDERED:

The alternative is to deny the requested increase in management reserve for the construction management services contract with Gray and Osborne. Denying the request will prevent Gray and Osborne from finishing necessary work for construction management including completion of required construction records and greatly limit Gray and Osborne's continued involvement in claim resolution, diminishing staff's ability to determine and negotiate equitable adjustment for extra work and and finalize records for construction changes.

RELATED CITY GOALS, POLICIES, AND MASTER PLANS:

[City of Sammamish Comprehensive Plan - Transportation Element](#)

- 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.



SUPPLEMENTAL AGREEMENT

Amendment Number: 9	Date: October 19, 2018
Project: 212 th Way SE Improvements	City Project number: N/A
Consultant: Gray and Osborne, Inc.	Contract Number: C2014-173

The City of Sammamish desires to amend the agreement with Gray and Osborne, Inc. for the 212th Way SE Improvements. All provisions in the basic agreement remain in effect except as expressly modified by this amendment.

The changes to this agreement are described as follows:

Scope: Provide additional Construction Management Services as described in Exhibit A.

Fee: Hourly Rates as described in Exhibit D with a sum not to exceed \$73,472.

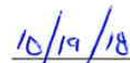
Original Contract Amount:	Current Contract Amount	Net Change This Amendment	Estimated Contract Total After Change
<u>\$448,000.00</u>	<u>\$1,184,412.00</u>	<u>\$73,472.00</u>	<u>\$1,257,884.00</u>
 _____ (Consultant name)		Approved: _____ City of Sammamish	
 _____ Date		_____ Date	

EXHIBIT A

SCOPE OF SERVICES

**CITY OF SAMMAMISH
212TH WAY SE IMPROVEMENTS
SUPPLEMENT NO. 9**

ADDITIONAL CONSTRUCTION MANAGEMENT SERVICES

1. Project Contract Days have been increased due to Changed Site Conditions and Contract Completion Date has been extended. Provide extended management, contract administration and field observation services.
2. Provide review and assist City with resolution of Contractor's claims.
3. Provide load rating memo for 212th Way.
4. Provide Post-Construction Stormwater TIR.
5. Complete project record drawings and provide to City electronically utilizing Contractor provided hard copy record drawings. Electronic files shall include .pdf files (plansheets) and AutoCAD files (base map).
6. Provide Consultant electronic project construction record to City.

EXHIBIT "D"

**ENGINEERING SERVICES
SCOPE AND ESTIMATED COST**

**SAMMAMISH - 212TH WAY SE IMPROVEMENTS - CONSTRUCTION MANAGEMENT SERVICES
(SUPPLEMENT NO. 9)**

Tasks	Project Manager Hours	Project Eng. Hours	Field Inspector Hours	AutoCAD/ GIS Tech./ Eng. Intern Hours
1 Increase Days	32	48	16	
2 Claims Assistance	120	260	24	
3 Load Rating Memo	2	2		
4 Post-Construction TIR	1	4		
5 Electronic Record Drawings	4	10		48
6 Electronic Construction Files	6	14		
Hour Estimate:	165	338	40	48
Direct Labor Cost Billing Rate Range:	\$35 to \$56	\$33 to \$44	\$23 to \$40	\$15 to \$28
Estimated Hourly Rates:	\$47	\$36	\$40	\$27
Direct Labor Cost:	\$7,755	\$12,168	\$1,600	\$1,296

Subtotal Direct Labor: \$ 22,819
 Indirect Costs (191.21%): \$ 43,632
 Total Labor Cost: \$ 66,451
 Fee (30%): \$ 6,846
 Subtotal Labor & Fees: \$ 73,297
 Direct Non-Salary Cost:
 Mileage & Expenses (Mileage @ Current IRS Rate) \$ 175

TOTAL ESTIMATED COST: \$ 73,472

* Actual labor cost will be based on each employees actual rate, estimated rates are for determining total estimated cost only.

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MINUTES

City Council Regular Meeting

6:30 PM - October 16, 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

Deputy Mayor Moran arrived late at 8:00 pm.

Councilmembers Absent:

Staff Present:

City Manager Larry Patterson
 Management Analyst Mike Sugg
 Police Chief Michelle Bennett
 Deputy Director of Community Development David Pyle
 Planning Manager Kellye Hilde
 Director of Parks & Recreation Angie Feser
 Director of Finance & Risk Management; Assistant City Manager Aaron Antin
 Director of Public Works Steve Leniszewski
 Deputy Director of Public Works Cheryl Paston
 City Engineer Andrew Zagars
 Management Analyst Maia Knox
 City Attorney Michael Kenyon
 Deputy Clerk Lita Hachey

PLEDGE OF ALLEGIANCE

Councilmember Valerrama led the pledge.

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ROLL CALL

Roll was called.

APPROVAL OF AGENDA

MOTION: Councilmember Jason Ritchie moved to approve the agenda as amended. Councilmember Chris Ross seconded. Motion carried unanimously 6-0 with Deputy Mayor Karen Moran absent.

MOTION: Councilmember Ramiro Valderrama moved to move the Proclamations to before the Public Comment. Councilmember Pam Stuart seconded. Motion carried unanimously 6-0 with Deputy Mayor Karen Moran absent.

PROCLAMATIONS

Proclamation: World Polio Day

Ram Dutt, Rotary President, read the World Polio Day Proclamation.

Proclamation: Youth Eastside Services Appreciation Day

Councilmember Stewart read the Youth Eastside Services Appreciation Day Proclamation.

PUBLIC COMMENT

Jennifer Kim, 4001 239 PI SE, spoke regarding the moratorium

Mary Doerrer, 3362 211 PI SE, spoke regarding the moratorium

Elena Blume, 1210 207 PI NE, spoke regarding the moratorium

Mazy Poonawala, 2073 215 PI SE, spoke regarding the traffic in Sammamish.

Kristi Jenkins, 2320 248 Ave SE, spoke regarding the moratorium.

Duncan Greene, 719 Second Ave, Suite 1100, Seattle, spoke regarding the vesting portion of the emergency ordinance for development regulations.

Anita Butail, 20830 SE 18 PI, spoke regarding the restrictions on her property. Referred to David Pyle,

Ray Edmonds, 4054 239 PI SE, spoke about growth and value in Sammamish.

Tim Galvin, 522 240th Ave SE, spoke about the moratorium

Tom Tsukishima, 2314 248 Ave SE, spoke regarding the moratorium

Susan Farrar, 2222 246 Ave SE, spoke regarding the development regulations

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Dave Baugh, 2626 40 Ave W Seattle, spoke regarding the development regulations

Debbie Treen, 1825 East Lake Sammamish Parkway SE, spoke regarding the moratorium and the development regulations

Kent Treen, 1825 East Lake Sammamish Parkway SE, spoke regarding the moratorium and development regulations

Isabel Miraco, 4009 239th Pl SE, spoke regarding the development regulations

Deb Sogge, 704 228th Ave NE, Sammamish Chamber of Commerce, spoke regarding the moratorium

Richard Johnson, 20035 SE 27 Pl, spoke regarding the moratorium and showed presentation available upon request to City Clerk [here](#).

Srinivas Kawa Varlapudi, 537 225 Ln E, Unit C103, spoke regarding a single family permit and exemption for a 1 acre lot.

Karen Lee, 582 240 Ave SE, spoke regarding the moratorium

Todd Levitt, 26444 SE Duthie Hill Rd, spoke regarding the moratorium

Karen McKnight, 22329 NE 28 St, spoke regarding the moratorium

Eve Otto, 2031 Evanston Ave N, spoke regarding the moratorium

Deisha Goban, 23910 SE 8 Pl, spoke regarding the moratorium

Chris Mullins, 104 239 Way SE, spoke regarding the moratorium

Eran Zabetski, 22727 SE 27 St, spoke regarding the moratorium

Meg Sullivan, 221 240 Pl SE, spoke regarding the moratorium

Ken Gamblin, 1830 216th Pl NE, spoke regarding the moratorium

Julio Richburg, 1312 229 Pl NE, VP of the Sammamish Chamber of Commerce, spoke regarding the moratorium

Sabrina Gockrane, 21443 NE 20 Ct, spoke regarding the moratorium

Jeremy Horn, 4331 Issaquah-Pine Lake Rd, spoke regarding the moratorium

Sriram Sabesan, 3430 233 Pl SE, spoke regarding the moratorium

Lavli Scoles, 20609 NE 16 St, spoke regarding the moratorium and the development regulations

Nicole Beaty, 23200 NE 21 Pl, spoke regarding the moratorium

Draft

City Council took a five minute break at 8:26 pm.

CONSENT CALENDAR

Approval: Claims For Period Ending October 16, 2018 In The Amount Of \$2,138,739.20 For Check No. 51861 Through 51969

Agreement: SE 4th St Comcast Joint Utility Trench Agreement

Amendment: Provide Stormwater Facility Sketches and Mapping of Drainage Easements in GIS

Approval: Notes for the October 1, 2018 Study Session

Approval: Minutes for the October 2, 2018 Regular Meeting

Approval: Notes for the October 9, 2018 Study Session

MOTION: Councilmember Tom Hornish moved to approve the consent agenda. Councilmember Chris Ross seconded. Motion carried unanimously 7-0.

PUBLIC HEARINGS - NONE

PRESENTATIONS

Presentation: Police Services Study

Mike Sugg, Management Analyst introduced BERK Consultants, Brian Murphy, Project Director, Kristin Mardt, Project Manager and Virginia Gleason, Subject Matter Expert, gave an update and presentation on the Police Services Study. No decisions were made and the BERK team will return on December 4th to make some recommendations. Presentation available [here](#).

Deputy Mayor Moran requested that Mercer Island be used as a comparison city in future reports.

UNFINISHED BUSINESS

Approval: Roadway Segment Capacity and LOS Analysis Options

Steve Leniszewski, Director of Public Works, Cheryl Paston, Deputy Director of Public Works and Kendra Brieland, Fehrs and Peers, gave a staff update and led the discussion on the review of the Roadway Segment Capacity and LOS Analysis Options.

Deputy Mayor Karen Moran moved to schedule a workshop at a future date to be established. Motion withdrawn.

Councilmember Jason Ritchie moved to offer an amendment to schedule the workshop for next Monday, October 22nd. No Second.

Draft

Councilmember Jason Ritchie moved to utilize the HCM with a 1.5 as the level of service (LOS) for all corridors except East Lake Sammamish Pkwy which excludes 1-8. No Second.

MOTION: Deputy Mayor Karen Moran moved to extend the meeting until 11:00 pm Mayor Christie Malchow seconded. Motion carried 6-1 with Councilmember Tom Hornish dissenting.

MOTION: Councilmember Pam Stuart moved to adopt the HCM at 1.25 LOS, not including East Lake Sammamish Pkwy (ELSP) with no segment failures less than 25 percent as amended. Amended to say HCM Methodology only. Councilmember Jason Ritchie seconded. Motion carried 4-3 with Councilmember Jason Ritchie, Councilmember Ramiro Valderrama, and Councilmember Pam Stuart dissenting.

MOTION: Councilmember Tom Hornish moved to proposed amendment to HCM method only or the percentage. Mayor Christie Malchow seconded. Motion carried 4-3 with Councilmember Jason Ritchie, Councilmember Ramiro Valderrama, and Councilmember Pam Stuart dissenting.

Councilmember Ramiro Valderrama moved to amend the motion that before this is adopted Council have a workshop to further discuss ADT. No Second.

MOTION: Councilmember Pam Stuart moved to adopt the Level Of Service of 1.25 for corridors and segments where no individual segment can fail by more than 25% and excluding the East Lake Sammamish Pkwy. Councilmember Ramiro Valderrama seconded. Motion failed 0-7 with Mayor Christie Malchow, Deputy Mayor Karen Moran, Councilmember Jason Ritchie, Councilmember Ramiro Valderrama, Councilmember Chris Ross, Councilmember Tom Hornish, and Councilmember Pam Stuart dissenting.

MOTION: Councilmember Chris Ross moved to adopt a LOS of 1.15 and 25% on Segments and exclude ELSP. Deputy Mayor Karen Moran seconded. Motion failed 0-7 with Deputy Mayor Karen Moran, Councilmember Chris Ross, Mayor Christie Malchow, Councilmember Jason Ritchie, Councilmember Ramiro Valderrama, Councilmember Tom Hornish, and Councilmember Pam Stuart dissenting.

MOTION: Councilmember Tom Hornish moved to propose an amendment to adopt a LOS of 1.15 and 25% for each segment only for Sahalee Way, Duthie Hill Rd and Issaquah Pine Lake Rd and 1.10 for all other segments. Deputy Mayor Karen Moran seconded. Motion failed 1-6 with Mayor Christie Malchow, Deputy Mayor Karen Moran, Councilmember Jason Ritchie, Councilmember Ramiro Valderrama, Councilmember Chris Ross, and Councilmember Pam Stuart dissenting.

MOTION: Councilmember Jason Ritchie moved to propose a workshop to be held at a future date. Possibly Monday, October 22, 2018 or whatever the City Manager can work out. Councilmember Ramiro Valderrama seconded. Motion carried unanimously 7-0.

MOTION: Councilmember Pam Stuart moved to to extend the meeting until midnight. Councilmember Tom Hornish seconded. Motion carried 6-1 with Deputy Mayor Karen Moran dissenting.

Council took a break at 10:58 for 5 minutes.

EXECUTIVE SESSION

Potential Litigation pursuant to RCW.42.30.110(1)(i)

Council retired to an executive session at 11:05 pm and returned at 11:15 pm with no action.

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Ordinance: Repealing Ordinance No. O2018-467, Which Adopted a Six Month Moratorium On The Acceptance Of Certain Applications For Land Use, Development, And Building Permits Or Approvals Within The City Of Sammamish; Providing For Severability; And Establishing An Effective Date.

David Pyle, Deputy Director of Community Development was available for discussion on repealing the Ordinance No. O2018-467.

MOTION: Councilmember Jason Ritchie moved to adopt the ordinance to repeal Ordinance No. O2018-467, Which Adopted a Six Month Moratorium On The Acceptance Of Certain Applications For Land Use, Development, And Building Permits Or Approvals Within The City Of Sammamish; Providing For Severability; And Establishing An Effective Date.

Councilmember Ramiro Valderrama seconded. Motion failed 3-4 with Mayor Christie Malchow, Deputy Mayor Karen Moran, Councilmember Chris Ross, and Councilmember Tom Hornish dissenting.

Ordinance: Amending Section 2 of Ordinance No. O2018-468 Relating To Interim Development Regulations Regarding The Design And Construction Of Short Plats And Subdivisions As Authorized By The Growth Management Act; Providing For Severability; And Declaring An Emergency.

David Pyle, Deputy Director of Community Development and Sara Estiri, Management Analyst led the discussion on amending Section 2 of Ordinance No. O2018-468 and showed a presentation available [here](#).

Councilmember Jason Ritchie moved to amend Section 2 of Ordinance No. O2018-468 Relating To Interim Development Regulations Regarding The Design And Construction Of Short Plats And Subdivisions As Authorized By The Growth Management Act; Providing For Severability; And Declaring An Emergency. Motion was amended to be tabled until the November 6th Regular Meeting.

MOTION: Councilmember Pam Stuart moved to table this item until November 6, 2018. (AMENDMENT) Councilmember Jason Ritchie seconded. Motion carried unanimously 7-0.

MOTION: Deputy Mayor Karen Moran moved to extend until 12:15 pm Mayor Christie Malchow seconded. Motion carried 5-2 with Deputy Mayor Karen Moran and Councilmember Pam Stuart dissenting.

MOTION: Councilmember Pam Stuart moved to extend until 12:20 pm Mayor Christie Malchow seconded. Motion carried 6-1 with Deputy Mayor Karen Moran dissenting.

NEW BUSINESS

Ordinance: Granting To MCImetro Access Transmission Services Corp. D/B/A Verizon Access Transmission Services, A Nonexclusive Franchise To Install, Construct, Maintain, Repair, And Operate A Telecommunications System Within the Public Rights-Of-Way; Providing For Severability; And Establishing An Effective Date.

Andrew Zagars, City Engineer gave a staff update on establishing a non-exclusive franchise agreement with MCI Metro.

MOTION: Councilmember Jason Ritchie moved to adopt the Ordinance to establish a non-exclusive franchise agreement with MCI Metro Access Transmission Service Corp (Verizon D/B/A Verizon Access Transmission Services) Mayor Christie Malchow seconded. Motion carried unanimously 7-0.

Draft

COUNCIL REPORTS/ COUNCIL COMMITTEE REPORTS

Report: Mayor Christie Malchow submitted a written report.

Sound Cities Association (SCA) Committee assignments are due Wednesday, October 31.

CITY MANAGER REPORT

Larry Patterson submitted a written report available [here](#).

ADJOURNMENT

The meeting adjourned at 12:20 pm.

MOTION: Councilmember Jason Ritchie moved to adjourn. Deputy Mayor Karen Moran seconded. Motion carried unanimously 7-0.

Lita Hachey, Deputy City Clerk

Christie Malchow, Mayor

Agenda Bill
 City Council Regular Meeting
 November 06, 2018



SUBJECT:	A Public Hearing to consider emergency Ordinance O2018-468 adopting Interim Development Regulations.		
DATE SUBMITTED:	November 01, 2018		
DEPARTMENT:	Community Development		
NEEDED FROM COUNCIL:	<input checked="" type="checkbox"/> Action <input type="checkbox"/> Direction <input type="checkbox"/> Informational		
RECOMMENDATION:	Complete Public Hearing and consider additional amendments detailed in Exhibit 3 to emergency Ordinance O2018-468.		
EXHIBITS:	1. Exhibit 1 - Ordinance O2018-468 2. Exhibit 2 - Public Comment Received 3. Exhibit 3 - Proposed Exception and Code Amendments 4. Exhibit 4 - Legislative Process Schedule		
BUDGET:			
Total dollar amount		<input type="checkbox"/> Approved in budget	
Fund(s)		<input type="checkbox"/> Budget reallocation required	
		<input type="checkbox"/> No budgetary impact	
WORK PLAN FOCUS AREAS:			
<input checked="" type="checkbox"/> Transportation	<input checked="" type="checkbox"/> Community Safety		
<input checked="" type="checkbox"/> Communication & Engagement	<input checked="" type="checkbox"/> Community Livability		
<input checked="" 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 Interim Development Regulations be amended to include exceptions and/or additional changes?

KEY FACTS AND INFORMATION SUMMARY:
Summary Statement:
 On September 18, 2018 the City Council voted unanimously to adopt emergency Ordinance O2018-468, included as **Exhibit 1**, providing Interim Development Regulations associated with building

setbacks, building height, building facade, mass grading, parking, fences, street frontage, and density. This Ordinance includes amendments to development regulations that largely affect the form of development in the City. Particularly, the Interim Development Regulations affect subdivision design and development of new single-family homes on existing lots in "R" zoned areas of Sammamish. The Interim Development Regulations do not affect vested projects.

Question: Should the Interim Development Regulations be amended to include exceptions and/or additional changes?

Public Hearing Required. In addition to adopting Interim Development Regulations, emergency Ordinance O2018-468 also established a Public Hearing date of November 6, 2018. Pursuant to Revised Code of Washington (RCW) 35A.63.220, a Public Hearing must be held within sixty (60) days of adopting such regulations and/or controls. Therefore, this agenda item and Public Hearing satisfies this requirement.

Public Outreach Completed. On October 5, 2018 staff presented the Interim Development Regulations to the Planning Commission for feedback. Further, to capture feedback from community stakeholders and answers questions about the Interim Development Regulations, staff organized and hosted two informational meetings with building community stakeholders on October 11 and 25, 2018. More than thirty (30) stakeholders attended these informational meetings.

Public Comment Received. The City Council has also received public comments from stakeholders and members of the community during City Council meetings in October. On October 16, 2018 the City Council requested public comments provided on the Interim Development Regulations be included with materials supporting the scheduled Public Hearing on November 6, 2018. Therefore, public comments received between September 18 and October 26, 2018 on the Interim Development Regulations are summarized in **Exhibit 2**.

Proposed Exception and Code Amendments. On October 2, 2018, after discussion on the Interim Development Regulations, the City Council directed the City Attorney to bring forward a draft Ordinance amending emergency Ordinance O2018-468 to except certain applications if, "...a pre-application meeting with the City had been completed to the satisfaction of the Community Development Director and/or designee on or before September 18, 2018." During the October 16, 2018 meeting, the City Council decided to discuss this topic with the scheduled Public Hearing on November 6, 2018 and no action was taken.

Through the continuing analysis as well as completed public outreach and public comments received as noted above, staff have identified further amendments to emergency Ordinance O2018-468 for City Council consideration on November 6, 2018. These amendments are included in itemized matrix format in **Exhibit 3**. City Council can further amend emergency Ordinance O2018-468 with one or more items contained in Exhibit 3 on November 6, 2018. Should City Council wish to complete other amendments not contained in Exhibit 3, it is recommended that direction to staff is provided to further consider such as part of the formal legislative process.

Legislative Process Schedule. Staff have commenced the formal Legislative Process necessary to identify and adopt appropriate permanent regulations. This includes background research, outreach to stakeholders, working with the Planning Commission to refine regulatory changes, and presentation of proposed permanent changes to the City Council for review and adoption. The Legislative process is scheduled to begin with stakeholder outreach and presentation to the Planning Commission in December of 2018 and conclude with the City Council in March of 2019. A preliminary timeline outlining the Legislative Process is included as **Exhibit 4**.

Background:

Through past cycles of development, City Council, Staff, and the Hearing Examiner have received many comments and complaints regarding the form (look and feel) of new development throughout the City and the impact it has on the quality of life for Sammamish Citizens. In 2017 the City Council asked staff to begin the process of analyzing and revising the City's subdivision rules and zoning controls that govern community character and the quality of development. The first phase of that project included an analysis of code deficiencies, research on comparable jurisdiction's regulations, and identified simple solutions. Several of these solutions, responding to common comments and concerns received from citizens, were implemented through the September 18th, 2018 Council adoption of Interim Development Regulations (Ordinance O2018-468). These regulations empower City Staff, through application of code with project and permit review, to protect Sammamish residents' privacy and preserve neighborhood character as the City grows.

The adopted Interim Development Regulations include:

- **Setback Designations and Dimensions:** Setback designations were changed to include designation of a side and rear setback. Minimum setbacks were increased to provide greater separation between homes to better match the character of existing development, provide a useable yard space, allow for solar access, and help preserve trees. (SMC 21A.030)
- **Building Height and Facade:** The method of measurement of building height was changed to use the existing grade of the site instead of the finished grade. A restriction on the height of a facade wall was also added to limit the size/height of an exterior wall. These changes influence development that better matches the character of and is more appropriately scaled as compared to existing development. (SMC 21A.030)
- **Limiting Mass Grading:** This creates a positive change in retaining the existing character and landscape of the City. This code change directs project designers to limit grade changes with minimal alterations to the landscape better preserving trees and the existing topography of the land. (SMC 16.15.090)
- **Density Rounding:** This code change requires rounding down to the nearest whole number when permitted number of units (density calculation) result in a fraction. This change better reflects actual allowed density (R-Zone) as compared to the past practice of rounding up allowing a higher density than the actual designated R-Zone. (SMC 21A.25.070)
- **Fence Heights:** This change increases the height allowance for rear and side yard fences for building permit approved fences above six (6) feet and up to eight (8) feet to provide more privacy. Fence height allowances are also reduced in the front yard within the street setback area to improve line-of-sight safety and connections between neighbors. (SMC 21A.25.190)

- **Parking:** This change added a requirement that new development (subdivision and short subdivision) provide the equivalent of one (1) on-street parking space for each home being built in the development. This change is intended to ensure that adequate parking supply is provided within new developments. (SMC 21A.40.055)
- **Street Frontage:** This requires that all new lots created through subdivision and short subdivision be designed to include a minimum of thirty (30) feet of street frontage. Lots designed to meet this frontage requirement will better match existing community character and will provide a better connection for each new home to receive services from a public street reducing conflicts with neighbors. (SMC 21A.030)

The Interim Development Regulations adopted on September 18, 2018 are valid for 6 months. Should no legislative action be taken prior to the expiration of Ordinance O2018-468 on March 18, 2019, the original version of the regulations that pre-date the Interim Development Regulations will be reinstated. RCW 35A.63.220 allows for an extension of this date if a work plan is developed as necessary to adequately study the topic prior to the expiration date. Potential legislative options prior to March 18, 2019 include adopting the Interim Development Regulation as permanent regulations, adopting permanent development regulations with other provisions, or if permanent regulations cannot be identified adoption of a work plan designed to replace the Interim Development Regulations with permanent regulations in a reasonable time frame.

FINANCIAL IMPACT:

N/A

OTHER ALTERNATIVES CONSIDERED:

The City Council must complete the required Public Hearing on November 6, 2018 for emergency Ordinance O2018-468. There is no requirement for City Council to take any formal action on November 6, 2018 including further amendment of the Interim Development Regulations. Therefore, the following options are available to the City Council:

Option 1. Do not further amend emergency Ordinance O2018-468.

For this option, City Council will only complete the Public Hearing on November 6, 2018 and move on to the next agenda item;

OR

Option 1-A. Do not further amend emergency Ordinance O2018-468 AND identify other potential amendments not itemized in Exhibit 3.

For this option, City Council will complete the Public Hearing on November 6, 2018 and direct staff to further consider other potential amendments not itemized in Exhibit 3 as part of the formal legislative review process as scheduled in Exhibit 4;

OR

Option 2. Further amend emergency Ordinance O2018-468 with select items from Exhibit 3.

For this option, after completing the Public Hearing on November 6, 2018, the City Council will move to "readopt" emergency Ordinance O2018-468 with itemized selections from Exhibit 3. This action will create a new Ordinance to be valid for the remainder of the six (6) month period of the Interim Development Regulations;

OR

Option 2-A. Further amend emergency Ordinance O2018-468 with select items from Exhibit 3 AND identify other amendments not itemized in Exhibit 3.

For this option, after completing the Public Hearing on November 6, 2018, the City Council will move to "readopt" emergency Ordinance O2018-468 with itemized selections from Exhibit 3 and direct staff to further consider other potential amendments not itemized in Exhibit 3 as part of the formal legislative review process as scheduled in Exhibit 4. This action will create a new Ordinance to be valid for the remainder of the six (6) month period of the Interim Development Regulations with other City Council directed potential amendments to be considered in early 2019.

RELATED CITY GOALS, POLICIES, AND MASTER PLANS:

N/A

**CITY OF SAMMAMISH
WASHINGTON
ORDINANCE NO. O2018-468**

**AN ORDINANCE OF THE CITY OF SAMMAMISH,
WASHINGTON, ADOPTING INTERIM DEVELOPMENT
REGULATIONS REGARDING THE DESIGN AND
CONSTRUCTION OF SHORT PLATS AND SUBDIVISIONS AS
AUTHORIZED BY THE GROWTH MANAGEMENT ACT;
PROVIDING FOR SEVERABILITY; AND DECLARING AN
EMERGENCY**

WHEREAS, within the express terms of the Growth Management Act, the Washington State Legislature has specifically conferred upon the governing bodies of Washington cities the right to establish and adopt interim development regulations; and

WHEREAS, to promote public health, safety, aesthetics, and welfare, the City of Sammamish ("City") provides development regulations for the design and construction of new subdivisions and short plats; and

WHEREAS, the City has determined that development regulations for new subdivisions and short plats as currently codified in Sammamish Municipal Code ("SMC") Chapters 16.15, 21A.15, 21A.25, 21A.30, 21A.35, and 21A.40 are not fully accomplishing the goals set forth in the Sammamish Comprehensive Plan regarding the following: clearing and grading; setbacks; building height measurement; rounding fractions; fence height; and off street parking; and

WHEREAS, the City has determined that amendments to the aforementioned SMC Chapters is necessary, and the City is interested in preventing vesting of additional subdivisions and short plats until such time as these development regulations can be thoroughly reviewed and amended; and

WHEREAS, the City has determined that interim development regulations adopted under the provisions of RCW 36.70A.390 are necessary to allow adequate time for the City to effectively analyze and determine development regulations sufficient to provide for appropriate regulation of the design and construction of subdivisions and short plats within the City;

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

Section 1. Findings of Fact. The recitals set forth above are hereby adopted as the City Council's initial findings of fact in support of the interim development regulations adopted herein. The City Council may, in its discretion, adopt additional findings after the public hearing referenced in Section 4 of this Ordinance.

Section 2. Adoption of Interim Zoning Regulations. The City Council hereby adopts the interim development regulations as set forth in Attachment A to this Ordinance amending Chapters 16.15, 21A.15, 21A.25, 21A.30, 21A.35, and 21A.40 SMC.

Section 3. Effective Duration of Interim Development Regulations. The interim development regulations set forth in this Ordinance shall be in effect for a period of six (6) months from the effective date of this Ordinance and shall automatically expire at the conclusion of that six-month period unless sooner repealed.

Section 4. Public Hearing. The City Council will hold a public hearing at the City Council's regular meeting beginning at 6:30 p.m. on November 6, 2018, or as soon thereafter as the business of the City Council shall permit, in order to take public testimony and to consider adopting further findings of fact.

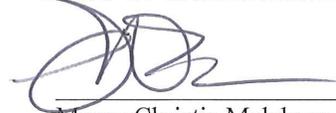
Section 5. Referral to the City Manager. The City Council requests that the City Manager and his staff work diligently with the City Council to formulate and adopt permanent regulations.

Section 6. Severability. Should any section, paragraph, sentence, clause or phrase of this Ordinance, or its application to any person or circumstance, be declared unconstitutional or otherwise invalid for any reason, or should any portion of this Ordinance 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 Ordinance or its application to other persons or circumstances.

Section 7. Effective Date. This Ordinance, as a public emergency ordinance necessary for the protection of the public health, public safety, public property, and public peace, shall take effect and be in full force immediately upon its adoption. Pursuant to *Matson v. Clark County Board of Commissioners*, 79 Wn. App. 641, 904 P.2d 317 (1995), non-exhaustive underlying facts necessary to support this emergency declaration are included in the "WHEREAS" clauses, above, all of which are adopted by reference as findings of fact as if fully set forth herein.

ADOPTED BY THE CITY COUNCIL AT A REGULAR MEETING THEREOF ON THE 18TH DAY OF SEPTEMBER, 2018.

CITY OF SAMMAMISH



Mayor Christie Malchow

ATTEST/AUTHENTICATED:



Melonie Anderson, City Clerk

Approved as to form:



Michael R. Kenyon, City Attorney

Filed with the City Clerk:	September 18, 2018
First Reading:	September 18, 2018
Passed by the City Council:	September 18, 2018
Date of Publication:	September 21, 2018
Effective Date:	September 18, 2018

Attachment A
Chapter 16.15
CLEARING AND GRADING

...

16.15.090 Operating conditions and standards of performance.

(1) Any activity that will clear, grade, or otherwise disturb the site, whether requiring a clearing or grading permit or not, shall provide erosion and sediment control (ESC) that prevents, to the maximum extent possible, the transport of sediment from the site to drainage facilities, water resources, and adjacent properties. Erosion and sediment controls shall be applied as specified by the temporary ESC measures and performance criteria and implementation requirements in the City's erosion and sediment control standards.

(2) Cuts and fills shall conform to the following provisions unless otherwise approved by the director:

(a) No mass grading shall be allowed and alterations to existing grade shall be minimized. Excavation shall not exceed 10-feet. Fill shall not exceed five feet subject to the following provisions: all fill in excess of four feet shall be engineered; engineered fill may be approved in exceptional circumstances by the Director to exceed five feet. In no instance shall fill exceed a maximum of eight feet. Exceptional circumstances are: (1) instances where driveway access would exceed 15 percent slope if additional fill retained by the building foundation is not permitted; or (2) where the five-foot fill maximum generally is observed but limited additional fill is necessary to accommodate localized undulations or variations in existing topography.

(b) Garages on sites sloping uphill shall be placed below the main floor elevation where feasible to reduce grading and to fit structures into existing topography. Garages on sites sloping downhill from the street may be required to be placed as close to the right-of-way as feasible and at or near street grade. On slopes in excess of 25 percent, driveways shall be designed to minimize disturbance and should provide the most direct connection between the building and the public or private street.

(c) On sites where development is proposed or anticipated, land clearing shall not take place until a construction permit is approval, addressing all land use requirements and presenting final engineering design consistent with the development standards and Public Works Standards.

(d)(a)-Slope. No slope of cut and fill surfaces shall be steeper than is safe for the intended use and shall not exceed two horizontal to one vertical, unless otherwise approved by the director.

(e) (b)-Erosion Control. All disturbed areas including faces of cuts and fill slopes shall be prepared and maintained to control erosion in compliance with subsection (1) of this section.

(f)(e) Preparation of Ground. The ground surface shall be prepared to receive fill by removing unsuitable material such as concrete slabs, tree stumps, brush, and car bodies.

(g)~~(d)~~ Fill Material. Except in an approved sanitary landfill, only earth materials that have no rock or similar irreducible material with a maximum dimension greater than 18 inches shall be used.

(h)~~(e)~~ Drainage. Provisions shall be made to:

(i) Prevent any surface water or seepage from damaging the cut face of any excavations or the sloping face of a fill;

(ii) Carry any surface waters that are or might be concentrated as a result of a fill or excavation to a natural watercourse, or by other means approved by the City engineer.

(i)~~(f)~~ Bench/Terrace. Benches, if required, at least 10 feet in width shall be back-sloped and shall be established at not more than 25 feet vertical intervals to control surface drainage and debris. Swales or ditches on benches shall have a maximum gradient of five percent.

(j)~~(g)~~ Access Roads – Maintenance. Access roads to grading sites shall be maintained and located to the satisfaction of the City engineer to minimize problems of dust, mud, and traffic circulation.

(k)~~(h)~~ Access Roads – Gate. Access roads to grading sites shall be controlled by a gate when required by the director.

(l)~~(i)~~ Warning Signs. Signs warning of hazardous conditions, if such exist, shall be affixed at locations as required by the director.

(m)~~(j)~~ Fencing. Fencing, where required by the director, to protect life, limb, and property, shall be installed with lockable gates that must be closed and locked when not working the site. The fence must be no less than five feet in height and the fence material shall have no horizontal opening larger than two inches.

(n)~~(k)~~ Setbacks. The tops and the toes of cut and fill slopes shall be set back from property boundaries as far as necessary for safety of the adjacent properties and to prevent damage resulting from water runoff or erosion of the slopes.

The tops and the toes of cut and fill slopes shall be set back from structures as far as is necessary for adequacy of foundation support and to prevent damage as a result of water runoff or erosion of the slopes.

Slopes and setbacks shall be determined by the director.

(o) Excavations to Water-Producing Depth. All excavations must either be made to a water-producing depth or grade to permit natural drainage. The excavations made to a water-producing depth shall be reclaimed in the following manner:

(i) The depth of the excavations must not be less than two feet measured below the low water mark.

(ii) All banks shall be sloped to the water line no steeper than three feet horizontal to one foot vertical.

(iii) All banks shall be sloped from the low-water line into the pond or lake with a minimum slope of three feet horizontal to one foot vertical to a distance of at least 25 feet.

(iv) In no event shall the term "water-producing depth" as herein used be construed to allow stagnant or standing water to collect or remain in the excavation.

(v) The intent of this provision is to allow reclamation of the land that will result in the establishment of a lake of sufficient area and depth of water to be useful for residential or recreational purposes.

(p)(m) Hours of Operation. Hours of operation, unless otherwise authorized by the director, shall be between 7:00 a.m. and 7:00 p.m.

Chapter 21A.15 TECHNICAL TERMS AND LAND USE DEFINITIONS

...

21A.15.428 Existing grade.

"Existing grade" means the existing elevation of land prior to any cuts and fills or other disturbances, which may, at the discretion of the Director, be determined by a topographic survey or soil sampling.

...

21A.15.727-726 Lot coverage.

"Lot coverage" is the amount of a lot that a building footprint may cover. Lot coverage is expressed as a percent of the total lot area that a building or buildings may cover; for example, a 45 percent lot coverage standard indicates that 45 percent of the area of a lot may be covered by a building or combination of buildings.

21A.15.727 Lot line, rear yard.

"Lot line, rear yard" means the property boundary opposite the street lot line. Except that, four-sided lots adjoining more than one street shall have no rear yard lot line. In triangular lots with one street frontage, the rear lot line shall be the shorter of the lot lines not adjoining the street.

21A.15.728-730 Lot line, -side yard interior.

"Lot line, interior side yard" means lot lines that delineate property boundaries along those portions of the property that do not abut the rear yard or the a street.

21A.15.730 Lot line, street.

"Lot line, street" means the property boundary abutting a street.

...

21A.15.1070 Setback.

"Setback" means the minimum required distance between a structure and a specified line such as a lot, access easement, or buffer line that is required to remain free of structures. (~~Ord. O2013-350 § 1 (Att. A); Ord. O2003-132 § 10~~)

...

**Chapter 21A.25
DEVELOPMENT STANDARDS – DENSITY AND DIMENSIONS**

...

21A.25.030 Densities and dimensions – Residential zones.

A. Residential Zones.

Z O N E S	RESIDENTIAL					
	URBAN RESIDENTIAL					
STANDARDS	R-1 ⁽¹³⁾	R-4	R-6	R-8	R-12	R-18
Maximum Density DU/Acre (11)	1 du/ac	4 du/ac (5)	6 du/ac	8 du/ac	12 du/ac	18 du/ac
Minimum Density (2)				85% (14)	80% (14)	75% (14)
Minimum Lot Width	35 ft (7)	30 ft	30 ft	30 ft	30 ft	30 ft
<u>Minimum Rear Yard Setback</u>	<u>30 ft</u>	<u>25 ft</u>	<u>25 ft</u>	<u>25 ft</u>	<u>20 ft</u>	<u>20 ft</u>
Minimum Street Setback	20 ft (6)(7)	10-20 ft (6) (7) (16)	10-20 ft (6) (7) (16)	10 ft (7) (8)	10 ft (7)	10 ft (7)

Z O N E S	RESIDENTIAL					
	URBAN RESIDENTIAL					
STANDARDS	R-1 ⁽¹³⁾	R-4	R-6	R-8	R-12	R-18
Minimum <u>Interior-Side Yard</u> Setback (2)(12)(17)	5-25 ft (7)	5-7-15 25 ft (17)	5-7-15 25 ft (17)	15-5 ft	5 ft	5 ft
Base <u>Building</u> Height (3)(15)	35 ft (20)	35 ft (20)	35 ft 45 ft (10) (20)	35 ft 45 ft (10) (20)	60 ft	60 ft 80 ft (10)
Maximum Impervious Surface: Percentage (4)	30% (9)			75%	85%	85%
Minimum Yard Area (18)		45%	35%			
Lot Coverage (19)		40%	50%			

1. Also see SMC 21A.25.060.

2. These standards may be modified under the provisions for zero lot line and townhouse developments.

3. ~~Height limits may be increased when portions of the structure which exceed the base height limit provide one additional foot of street and interior setback for each foot above the base height limit, provided the maximum height may not exceed 75 feet.~~ Netting or fencing and support structures for the netting or fencing used to contain golf balls in the operation of golf courses or golf driving ranges are exempt from the building height additional interior setback requirements; provided, that the maximum height shall not exceed 75 feet.

4. Applies to each individual lot. Impervious surface area standards for:

- a. Regional uses shall be established at the time of permit review;

- b. Nonresidential uses in residential zones shall comply with SMC 21A.25.130;
- c. Lot may be increased beyond the total amount permitted in this chapter subject to approval of a conditional use permit.
5. Mobile home parks shall be allowed a base density of six dwelling units per acre.
6. ~~The standards of the R-4 zone shall apply if a lot is less than 15,000 square feet in area. All lots located within the R-1, R-4, and R-6 zoning districts created through the subdivision, short subdivision, or binding site plan process must abut a public right-of-way, and shall be orientated so that the street frontage of each lot equals the minimum lot width requirements pursuant to SMC 21A.25.030(A).~~
7. At least 20 linear feet of driveway shall be provided between any garage, carport or other fenced parking area and the street property line. The linear distance shall be measured along the center line of the driveway from the access point to such garage, carport or fenced area to the street property line.
8. ~~a.~~ a. For developments consisting of three or more single-detached dwellings located on a single parcel, the setback shall be 10 feet along any property line abutting R-1 through R-8, except for structures in on-site play areas required in SMC 21A.30.160, which shall have a setback of five feet.
- b. For townhouse and apartment development, the setback shall be 20 feet along any property line abutting R-1 through R-8, except for structures in on-site play areas required in SMC 21A.30.160, which shall have a setback of five feet, unless the townhouse or apartment development is adjacent to property upon which an existing townhouse or apartment development is located.
9. Lots smaller than one-half acre in area shall comply with standards of the nearest comparable R-4 through R-8 zone. For lots that are one-half acre in area or larger, the impervious surface area allowed shall be 10,000 square feet or 30 percent of the property, whichever is greater. On any lot over one acre in area, an additional five percent of the lot area may be used for buildings related to agricultural or forestry practices. For lots smaller than two acres but larger than one-half acre, an additional 10 percent of the lot area may be used for structures which are determined to be medically necessary, provided the applicant submits with the permit application a notarized affidavit, conforming with the requirements of SMC 21A.70.170(1)(b). Public projects shall be subject to the applicable impervious surface provisions of the R-4 zone.
10. The 80 foot building base height is to be used only for projects as follows:
- ~~a. In R-6 and R-8 zones, a building with a footprint built on slopes exceeding a 15 percent finished grade; and~~
- ~~a. b.~~ In the R-18 zone using residential density incentives and transfer of density credits pursuant to this title.
11. Density applies only to dwelling units and not to sleeping units.

12. Vehicle access points from garages, carports or fenced parking areas shall be set back from the property line on which a joint use driveway is located to provide a straight line length of at least 30 26 feet as measured from the center line of the garage, carport or fenced parking area, from the access point to the opposite side of the joint use driveway.

13. All subdivisions and short subdivisions in the R-1 zone shall be required to be clustered away from critical areas or the axis of designated corridors such as urban separators or the wildlife habitat network to the extent possible and a permanent open space tract that includes at least 50 percent of the site shall be created. Open space tracts shall meet the provisions of SMC 21A.30.030.

14. See SMC 21A.25.090.

15. Subject to the increase in maximum height permitted pursuant to Chapter 21A.85 SMC, low impact development incentives, and SMC 21A.30.020.

16. Thirty percent of the area contained within the street setback shall be landscaped. This part of the street setback area may be used to comply with the minimum yard area percentage.

17. Minimum Side Yard Setbacks are as follows:

For R-1: 25 feet for each side yard.

For R-4 and R-6: 10 feet, with a total aggregate dimension of 25 feet required for both side yards. The sum of any two side yard setbacks on lots with three or more side yard lot lines shall be no less than 25 feet.

For R-8: 5 feet, with a total aggregate dimension of 15 feet required for both side yards. The sum of any two side yard setbacks on lots with three or more side yard lot lines shall be no less than 15 feet.

For R-12 and R-18: 5 feet for each side yard.

~~Lots with three or more interior lot lines shall provide a combination of five-foot, seven-foot, and 15-foot interior setbacks. Lots with two interior lot lines shall provide a combination of two interior setback widths. For example, a lot with two interior lot lines could provide a five-foot and a seven-foot interior setback from interior lot lines.~~

18. For the purposes of this section, "yard" is any surface area that is not structured or hardened. Yard areas may be landscaped, contain uncovered decks of less than 18 inches above grade, and artificial turf, but do not include areas covered by pervious concrete or other similar materials.

19. The maximum lot coverage may be increased by five percentile points once, if a covered outdoor living space or an accessory dwelling unit is built on site. For the purposes of this section, a covered outdoor living space includes any structure with a roof that is not fully enclosed by walls.

20. For new single-family residential homes and additions in Single-Family Land Use Districts, the maximum height of any individual building façade is 40 feet measured from the existing grade at the building wall to the ridge of a pitched roof or top of a flat roof.

21A.25.040 Densities and dimensions – Commercial zones.

A. Commercial Zones.

Z O N E S	COMMERCIAL		
	NEIGHBORHOOD BUSINESS	COMMUNITY BUSINESS	OFFICE
STANDARDS	NB	CB	O
Maximum Density DU/Acre	8 du/ac (1)	18 du/ac (1)	18 du/ac (1)
Minimum Lot Area			
Maximum Lot Depth/Width Ratio		10 ft	10 ft
<u>Minimum Rear Yard Setback (4)</u>	<u>20 ft</u> <u>(5)</u>	<u>20 ft</u> <u>(5)</u>	<u>20 ft</u> <u>(5)</u>
Minimum Street Setback	10 ft (2)	10 ft (2)	10 ft
Minimum Side Yard <u>Interior</u> Setback (4)	20 ft (5)	20 ft (5)	20 ft (5)
Base Height (7)	35 ft 45 ft (3)	35 ft 60 ft (3)	45 ft 60 ft (3)
Maximum Floor/Lot Ratio: Square Feet	1/1 (6)	1.5/1 (6)	2.5/1 (6)

Z O N E S	COMMERCIAL		
	NEIGHBORHOOD BUSINESS	COMMUNITY BUSINESS	OFFICE
STANDARDS	NB	CB	O
Maximum Impervious Surface: Percentage (8)(9)	85%	85%	75%

B. Development Conditions.

1. These densities are allowed only through the application of mixed use development standards and for stand-alone townhouse development in the NB zone on property designated commercial outside of center in the urban area.
2. Gas station pump islands shall be placed no closer than 25 feet to street front lines.
3. This base height allowed only for mixed use developments and for stand-alone townhouse development in the NB zone on property designated commercial outside of center in the urban area.
4. Required on property lines adjoining residential zones.
5. Required on property lines adjoining residential zones for industrial uses established by conditional use permits.
6. The floor/lot ratio for mixed use developments shall conform to Chapter 21A.30 SMC.
7. Height limits may be increased when portions of the structure or building which exceed the base height limit provide one additional foot of street, rear, and side yard interior setback for each foot above the base height limit, provided the maximum height may exceed 75 feet only in mixed use developments. Netting or fencing and support structures for the netting or fencing used to contain golf balls in the operation of golf courses or golf driving ranges are exempt from ~~the this~~ interior setback requirement; provided, that the maximum height shall not exceed 75 feet.
8. The impervious surface area for any lot may be increased beyond the total amount permitted in this chapter subject to approval of a conditional use permit.
9. Subject to the increase in maximum height permitted pursuant to SMC 21A.30.020, preferred low impact development incentives.

21A.25.050 Measurement methods.

The following provisions shall be used to determine compliance with this title:

- (1) Street setbacks shall be measured from the existing edge of a street right-of-way or temporary turnaround, except as provided by SMC 21A.25.170;
- (2) Lot widths shall be measured by scaling a circle of the applicable diameter within the boundaries of the lot; provided, that an access easement shall not be included within the circle;
- (3) Building height shall be ~~measured from the average finished grade to the highest point of the roof. The average finished grade shall be determined by first delineating the smallest square or rectangle that can enclose the building and then averaging the elevations taken at the midpoint of each side of the square or rectangle; provided, that the measured elevations do not include berms; measured from the average existing grade of land prior to any cuts and fills or other disturbances associated with the proposed project to the highest point of the roof. The average existing grade shall be determined by first delineating the smallest square or rectangle that can enclose the building and then averaging the existing grade elevations taken at the midpoint of each side of the square or rectangle.~~
- (4) Lot area shall be the total horizontal land area contained within the boundaries of a lot; and
- (5) Impervious surface calculations shall not include areas of turf, landscaping, natural vegetation, surface water flow control, or water quality treatment facilities.

21A.25.070 Calculations – Allowable dwelling units, lots or floor area, lot coverage.

Permitted number of units, or lots or floor area shall be determined as follows:

- (1) The allowed number of dwelling units or lots (base density) shall be computed by multiplying the site area specified in SMC 21A.25.080 by the applicable residential base density number;
- (2) The maximum density (unit or lot) limits shall be computed by adding the bonus or transfer units authorized by Chapter 21A.75 or 21A.80 SMC to the base units computed under subsection (1) of this section;
- (3) The allowed floor area, which excludes structured or underground parking areas and areas housing mechanical equipment, shall be computed by applying the floor-to-lot area ratio to the project site area specified in SMC 21A.25.080; and
- (4) The allowed lot coverage shall be computed by dividing the total building footprint area by the total lot area. The total building footprint area is computed by adding the horizontal land area covered by a building or combination of buildings on the subject lot. The total building footprint does not include building eaves of up to 18 inches; for eaves and overhangs greater

than 18 inches, that portion of the eaves and overhangs that extends beyond 18 inches shall count toward the building footprint.

(5) When calculations result in a fraction, the fraction shall be rounded down to the nearest whole number, as follows:

~~(a) Fractions of 0.50 or above shall be rounded up; and~~

~~(b) Fractions below 0.50 shall be rounded down.~~

21A.25.100 Administrative adjustment of setbacks.

The purpose and intent of administrative adjustment of setbacks is to provide the flexibility to modify setbacks in all zoning districts at the administrative level. Administrative adjustment of setbacks may modify setbacks established in this chapter; provided, that such modification shall not affect setbacks or other requirements established elsewhere in this title. Approval shall be based on a determination that the adjustment is consistent with the purpose and intent of this title.

(1) Process. Requests for administrative adjustment of setbacks shall be reviewed and approved concurrent with the related development application. The director may approve or recommend approval to the hearing examiner on an administrative adjustment of standards based upon the factors listed in subsection (3) of this section and as provided in subsection (4) of this section.

(2) Review. The applicant shall have the burden of demonstrating that the administrative adjustment of setbacks is warranted, that the adjustment is consistent with the purpose and intent of this title, and shall provide such documentation to support the request as may be required by the director.

(3) Criteria. In issuing an administrative adjustment of setbacks approval or recommendation, the director shall consider the following:

(a) Any site-specific characteristics or constraints affecting the subject property that may warrant the adjustment;

(b) The consistency of the requested adjustment with other regulatory requirements governing the development application;

(c) The consistency of the requested adjustment with the policy direction provided by the Sammamish Comprehensive Plan or other adopted policy documents;

(d) Whether the adjustment of setbacks is compatible in scale and character with existing neighboring land uses;

(e) Whether the adjustment of setbacks is consistent with the intent and character of the zoning district involved;

(f) Impacts upon:

(i) Adjacent Property Owner(s). The adjustment of setbacks shall not negatively impact the adjacent property owners through incompatible height, bulk, design, color or other features;

(ii) Environmentally Critical Areas. The adjustment shall be consistent with the purpose and intent of the environmentally critical area regulations, and shall not negatively impact environmentally critical areas;

(iii) Public Services. The adjustment of setbacks shall not negatively impact public services, including emergency access, access to right-of-way, dedicated tracts, or easements;

(g) The required impervious surface area for the property shall not be exceeded;

(h) Whether the adjustment allows for the placement of a building to be made on the lot to allow for the retention of an existing significant tree or trees. Significant trees retained through this provision shall be considered protected trees and shall not be removed without replacement;

(i) The reductions shall accomplish one or more of the following goals:

(i) Allows buildings to be sited in a manner which maximizes solar access;

(ii) Allows zero lot line, semidetached (common wall construction) or other types of cluster development when allowed and in conformance with the provisions of this code;

(iii) Coordinates development with adjacent land uses and the physical features of the site;

(iv) Allows the development proposal to comply with later adopted setback provisions;
or

(v) Allows development consistent with the scale and character of the existing neighborhood.

(4) ~~Adjustment of Setbacks.~~

~~(a) Residential and commercial street setbacks established pursuant to this chapter may be reduced by up to 30 percent.;~~

~~(b) Residential interior setbacks may be reduced to a minimum of five feet (where not otherwise authorized); eaves and projections may extend 18 inches into setbacks; provided, that projections may not exceed a width of 10 feet and are limited to two per facade. (Ord. O2010-278 § 1 (Att. A))~~

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21A.25.120 Measurement of setbacks.

(1) ~~Side Yard~~~~Interior~~ Setback. The side yard interior setback is the setback between a structure and any lot line to which neither the street nor rear yard setback applies. The side yard setback is measured from a side yard the interior-lot line to a line parallel to and measured perpendicularly from the side yard interior-lot lines at the depth prescribed for each zone. Four-sided corner lots abutting streets on two sides shall have two side setbacks and no rear setback.

(2) Street Setback. The street setback is measured from the street right-of-way or the edge of a surface improvement which extends beyond a right-of-way, whichever is closer to the proposed structure, to a line parallel to and measured perpendicularly from the street right-of-way or the edge of the surface improvement at the depth prescribed for each zone. In lots adjoining two or more streets, including corner lots, the minimum street setback shall apply to all such street frontages.

(3) Rear Yard Setback. The rear yard setback is the setback measurement between a structure and the rear yard lot line. Four-sided lots adjoining more than one street shall have no rear yard setback. In triangular lots with one street frontage, the rear setback shall be measured from the shorter of the lot lines not adjoining the street.

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21A.25.140 Setbacks – Livestock buildings and manure storage areas.

(1) The minimum ~~interior~~ setback for any building used to house, confine or feed swine shall be 90 feet. If a greater dimension is specified within this code, the greater dimension shall apply.

(2) The minimum ~~interior~~ setback for any building used to house, confine or feed any other livestock shall be 25 feet. If a greater dimension is specified within this code, the greater dimension shall apply.

(3) The minimum ~~interior~~ setback for any manure storage area shall be 35 feet. If a greater dimension is specified within this code, the greater dimension shall apply.

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21A.25.190 Setbacks – Projections and structures allowed.

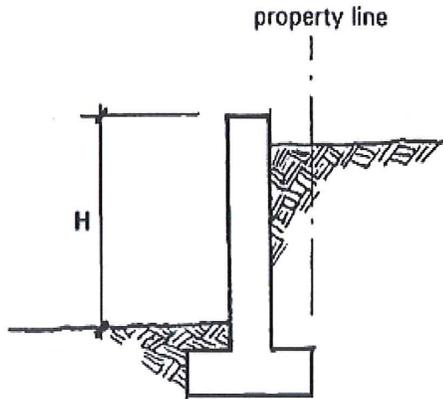
Provided, that the required setbacks from regional utility corridors of SMC 21A.25.160, as allowed in the environmentally critical areas of SMC 21A.50.210, the adjoining half-street or designated arterial setbacks of SMC 21A.25.180 and the sight distance requirements of SMC 21A.25.220 are maintained, structures may extend into or be located in required setbacks, as follows:

(1) Fireplace structures, bay or garden windows, enclosed stair landings, closets, or similar structures may project 30 inches into a rear yard or street setback and 18 inches into an interior a side yard setback, provided such projections are:

(a) Limited to two per facade; and

- (b) Not wider than 10 feet;
- (2) Uncovered porches and decks that exceed 18 inches above the finished grade may project five feet into the street setback;
- (3) Uncovered porches and decks not exceeding 18 inches above the finished grade may project to the street property line;
- (4) Eaves may not project more than:
 - (a) Twenty-four inches into a rear yard or street setback; or
 - (b) Eighteen inches across a lot line in a zero lot line development, provided there are appropriate easements, and that any neighboring building and its associated eaves are 10 feet from the lot line; or
 - (c) Eighteen inches into an interior setback;
- (5) Fences with a height of eight six feet or less may ~~project into or~~ be located in ~~any setback; the rear and side yard setbacks;~~ Fences are limited to four feet in height in the street setback and shall be consistent with the sight distance requirements of SMC 21A.25.220.
- (6) Rockeries, retaining walls and curbs may project into or be located in any setback provided these structures:
 - (a) Do not exceed a height of six feet in the R-1 through R-18 zones;
 - (b) Do not exceed the building height for the zone in commercial zones, measured in accordance with the standards established in the International Building Code, SMC Title 16; and
 - (c) Are in accordance with the requirements in Chapter 21A.50 SMC, Environmentally Critical Areas;
- (7) Fences located on top of rockeries, retaining walls or berms are subject to the requirements of SMC 21A.30.190;
- (8) Telephone poles and lines; power poles and lines; cable TV and Internet lines; light and flagpoles; trellises not exceeding eight feet in height, not wider than 10 feet; culverts; underground water facilities; underground sewer facilities; and accessory facilities for the provision of utilities, such as drains, but excluding electrical and cellular equipment cabinets, and similar utility boxes and vaults;
- (9) The following may project into or be located within a setback, but may only project into or be located within an interior a rear yard or side yard setback area if an agreement documenting consent between the owners of record of the abutting properties is recorded with the King County department of records and elections prior to the installment or construction of the structure:

- (a) Sprinkler systems, heat pumps, air conditioning units, electrical and cellular equipment cabinets and other similar utility boxes and vaults;
 - (b) Security system access controls;
 - (c) Structures, except for buildings, associated with trails and on-site recreation spaces and play areas required in SMC 21A.30.140 and 21A.30.160 such as benches, picnic tables and drinking fountains; and
 - (d) Surface water management facilities as required by Chapter 9.04 KCC as adopted by SMC Title 13;
- (10) Mailboxes and newspaper boxes may project into or be located within street setbacks;
- (11) Fire hydrants and associated appendages;
- (12) Metro bus shelters may be located within street setbacks;
- (13) Unless otherwise allowed in SMC 21A.45.060(1), freestanding and monument signs four feet or less in height, with a maximum sign area of 20 square feet may project into or be located within street setbacks; and
- (14) Storm water vaults, structures, and conveyance systems, both above and below ground, provided such projections are:
- (a) Consistent with setback, easement and access requirements specified in the current Surface Water Design Manual; or
 - (b) In the absence of said specifications, not within 10 feet of the property line for storm water vaults and structures, and not within five feet of the property line for conveyance systems.

RETAINING WALL IN SETBACK

H max. 6' in R1 - R18 Zones

H not to exceed building height requirement in Commercial Zones

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**Chapter 21A.30
DEVELOPMENT STANDARDS – DESIGN REQUIREMENTS**

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21A.30.020 Lot segregations – Zero lot line development.

In any R zone or in the NB zone on property designated commercial outside of center in the urban area, rear yard, and side yard~~interior~~ setbacks may be modified during subdivision or short subdivision review as follows:

(1) If a building is proposed to be located within a normally required rear yard or side yard~~interior~~ setback in the NB zone:

- (a) An easement shall be provided on the abutting lot of the subdivision that is wide enough to ensure a 10-foot separation between the walls of structures on adjoining lots, except as provided for common wall construction;
- (b) The easement area shall be free of permanent structures and other obstructions that would prevent normal repair and maintenance of the structure's exterior;
- (c) Buildings utilizing reduced setbacks shall not have doors that open directly onto the private yard areas of abutting property. Windows in such buildings shall not be oriented toward such private yard areas unless they consist of materials such as glass block, textured glass, or other opaque materials, and shall not be capable of being opened, except for clerestory-style windows or skylights; and

(d) The final plat or short plat shall show the approximate location of buildings proposed to be placed in a standard setback area.

(2) If a building is proposed to be located within a normally required rear yard or side yard interior setback in an R zone:

(a) The residential development must qualify for the attached housing incentive provided in SMC 21A.85.040;

(b) An easement shall be provided on the abutting lot of the subdivision that is wide enough to ensure a 10-foot separation between the walls of structures on adjoining lots, except as provided for common wall construction;

(c) The easement area shall be free of permanent structures and other obstructions that would prevent normal repair and maintenance of the structure's exterior;

(d) Buildings utilizing reduced setbacks shall not have doors that open directly onto the private yard areas of abutting property. Windows in such buildings shall not be oriented toward such private yard areas unless they consist of materials such as glass block, textured glass, or other opaque materials, and shall not be capable of being opened, except for clerestory-style windows or skylights; and

(e) The final plat or short plat shall show the approximate location of buildings proposed to be placed in a standard setback area.

21A.30.190 Fences.

Fences are permitted as follows:

(1) Fences exceeding a height of six-four feet shall ~~comply with the applicable~~ not be allowed within the street setback area. Fences exceeding a height of eight feet shall not be located within the and interior side yard and rear yard setbacks-setback areas of the zone in which the property is located, except: fences located on a rockery, retaining wall, or berm within a required setback area are permitted subject to the following requirements:

(a) In R-1 through R-18 zones:

(i) The total height of the fence and the rockery, retaining wall or berm upon which the fence is located shall not exceed a height of 10 feet. This height shall be measured from the top of the fence to the ground on the low side of the rockery, retaining wall or berm; and

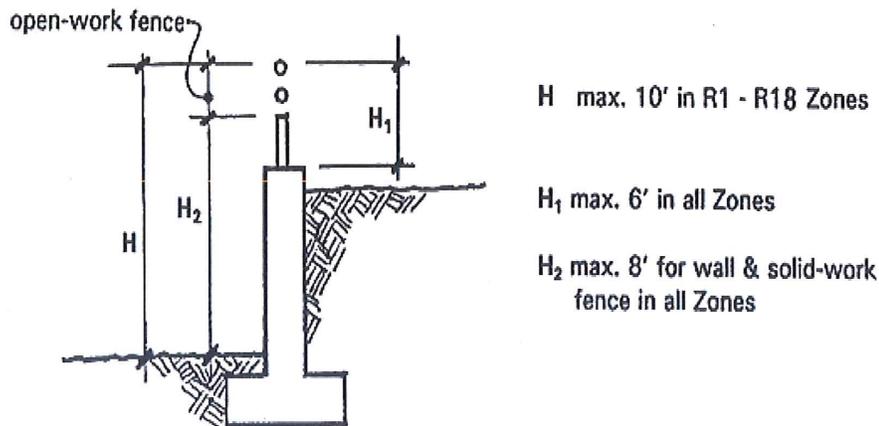
(ii) The total height of the fence itself, measured from the top of the fence to the top of the rockery, retaining wall or berm, shall not exceed six-eight feet.

(b) In the R-18 and commercial zones, the height of the fence, measured from the top of the fence to the top of the rockery, retaining wall or berm, shall not exceed six feet.

(c) Any portion of the fence above a height of eight feet, measured to include both the fence and the rockery, retaining wall, or berm (as described in subsection (1)(a)(i) of this section), shall be an open-work fence.

(2) Fences located on a rockery, retaining wall or berm outside required setback areas shall not exceed the building height for the zone, measured in accordance with the standards established in the Uniform Building Code, SMC Title 16.

RETAINING WALL WITH FENCE IN SETBACK



(3) Electric fences shall:

(a) Be permitted in all zones; provided, that when placed within R-4 through R-18 zones, additional fencing or other barriers shall be constructed to prevent inadvertent contact with the electric fence from abutting property;

(b) Comply with the following requirements:

(i) An electric fence using an interrupted flow of current at intervals of about one second on and two seconds off shall be limited to 2,000 volts at 17 milliamp;

(ii) An electric fence using continuous current shall be limited to 1,500 volts at seven milliamp;

(iii) All electric fences in the R-4 through R-18 zones shall be posted with permanent signs a minimum of 36 square inches in area at 50-foot intervals stating that the fence is electrified; and

(iv) Electric fences sold as a complete and assembled unit can be installed by an owner if the controlling elements of the installation are certified by an A.N.S.I. approved testing agency.

(4) Except as specifically required for the necessary security related to a nonresidential use, no barbed or razor-wire fence shall be located in any R-4 through R-18 zone.

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**Chapter 21A.35
DEVELOPMENT STANDARDS – LANDSCAPING AND IRRIGATION**

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21A.35.050 Landscaping – Side and rear ~~Interior~~ lot lines.

The required width of perimeter landscaping along ~~interior~~ the side yard and rear yard lot lines shall be provided as follows:

- (1) Twenty feet of Type I landscaping shall be included in a commercial or industrial development along any portion adjacent to a residential development;
- (2) Five feet of Type II landscaping shall be included in an attached/group residence development, except that along portions of the development adjacent to property developed with single detached residences or vacant property that is zoned R(1-8), the requirement shall be 10 feet of Type II landscaping;
- (3) Ten feet of Type II landscaping shall be included in an industrial development along any portion adjacent to a commercial or institutional development; and
- (4) Ten feet of Type II landscaping shall be included in an institutional use, excluding playgrounds and playfields, or an above-ground utility facility development, excluding distribution or transmission corridors, when located outside a public right-of-way. (Ord. O99-29 § 1)

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**Chapter 21A.40
DEVELOPMENT STANDARDS –
PARKING AND CIRCULATION**

...

21A.40.055 On-street parking.

All new single-family residential lots, created pursuant to the provisions of Title 19A SMC and located within the R-4 and R-6 zones, shall provide the equivalent area for one on-street parking space along the street frontage of each lot.

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Public Comments – Received from September 18 to October 26, 2018

Name	Date	Comment	Form of Communication
Kathleen Sims	10/25/2018	<p>The Master Builders Association of King and Snohomish Counties (MBAKS) appreciates the opportunity to submit public comment regarding the proposal to permanently adopt the interim development regulations as enacted by Council under emergency authority on September 18, 2018. MBAKS is a 109-year old Association which represents nearly 3,000-member companies, including 860 builders. We respectfully request Council refrain from making permanent the interim development regulations adopted on September 18, 2018. Instead, MBAKS requests the Council revert back to the development regulations in place prior to September 18, 2018, and since no emergency exists, allow the adoption of amended development regulations to proceed through the requisite channels of approval including Planning Commission and SEPA review, and broad community and stakeholder input, public notice, comment and hearing. We strongly believe that the outcome of such an involved process will develop more consensus on precisely what concerns need to be addressed by city regulation. Further, a robust process will better inform the options and will result in Code amendments that more meaningfully address those requirements. There is good reason for the Growth Management Act's instruction that the City have robust public participation procedures for circumstances like this. RCW 36.70A.035; 36.70A.140. As our Courts have long told us, public participation "is a core goal of the GMA." Spokane County v. EWGMHB, 188 Wn. App. 467, 490 (2015); RCW 36.70A.020(11). The City has very diverse public interests, all of which are legally entitled to meaningfully engage when the City is considering substantive and far-reaching changes to its development regulations.</p> <p>A: MBAKS has Significant Concerns with the Process Used to Adopt the Interim Regulations and the Absence of Necessary Environmental Review and Public Engagement to Date.</p> <p>B. Even in the short time afforded for public comment, MBAKS has identified many aspects of the Interim Regulations that appear not grounded in the public interest and which could be better crafted to address the given concern with a better basis in solid engineering, planning and design principles. MBAKS respectfully requests that Council step back and take these regulations through the regular and proper channels of approval since there is no emergency. Give time for real and meaningful stakeholder input, provide a meaningful opportunity for all community and stakeholders to meet with Planning Commissioners, staff and</p>	Email

Exhibit 2

		<p>Councilmembers. Give us the space to understand your needs and, in turn, share our ideas with the goal of helping you to adopt balanced regulations that meet the community's needs. Finally, MBAKS would like to reiterate that we have serious reservations about the new LOS model, particularly since it now includes 43 intersections and eight (8) roadway segments without any definition of capacity. We believe this model has inherent flaws and inconsistencies and has standards and costs that make construction prohibitive for most builders, making it the equivalent of yet another moratorium. As the representative for the one industry most impacted by the LOS model, MBAKS respectfully requests the city keep communication open and the process transparent while developing the term "capacity" and "V/C", as well as the methodology for roadway segment analysis. We respectfully request that the City resubmit the model and its Comprehensive Plan, including the Transportation Element of which the new model is included, to the Department of Commerce for recertification. The number of intersections added for concurrency, the addition of roadway segments (without an approved methodology), and a moving V/C target trigger significant changes for additional SEPA review.</p>	
Miki Mullor	10/24/2018	<p>I signed this petition because development in Sammamish must be stopped until there is a clear funded plan to build roads, schools and other infrastructure. Until then, growth must stop. If it wasn't for a few of you that are trying to circumvent the GMA concurrency requirement, we wouldn't be in this mess. You represent us. Not developers. 933 signatures on a petition that was presented to last council and refreshed recently with more signatures.</p>	Email
Deborah Yenubari	10/19/2018	<p>Am deeply puzzled and concerned about this so called 'growth' in Sammamish. Traffic is appalling, homes built at knocking distance of each other, trees hundreds of years old butchered in great hurry with little or no thought at all, lack of parking and public transport, schoolrooms, buses and lunch tables flooded with pupils, and nothing but homes, homes, and homes. One wonders if the ground would hold the number of homes it does in an acre and what it will cost us in ecologically. Ill planned and poorly thought out we seem like a overcrowded suburban city in the third world. If residents feel this way, wonder what a stranger would say. It beggars common sense and one is at one's wit's end. A city ought to have its fair share of homes, hospitals, schools, clubs and hotels, utility and hardware stores, gardens and parks and public works. We pay our taxes dutifully, but feel we have no say in the City's affairs. Is it wise at all to fill the City with homes in this unruly manner, after what happened in 2008. House prices are so high, fills one with foreboding, especially when compared to our meagre wages. A responsible City Council will stop now, conduct</p>	Email

Exhibit 2

		<p>comprehensive studies in traffic, environment, mortgage, public utilities and use discretion in any plans of additional development. These days people don't storm a government house but express their views articulately through email and social media. A wise Council will diligently listen to the voice of its people. The new YMCA Swimming pool behind the Sammamish Library, is it a sign of times to come? The parking is astonishing, the road tender and cumbersome with a neat dip at one end , what ever happened to the tree lined ,wide and welcoming city roads , with ease of parking, I once saw in 2002. May I ask why a development has been approved and not forestalled even if approved, near Tibbets Station on Issaquah Beaver Lake Road when Issaquah Fall City Road is clogged as it is every morning, when affairs are as bad as they are, why is it the Council could even consider removing restrictions placed fairly recently. In whom are we in an hurry to please...the people who work their backs off and pay their taxes...are we being used to please a selected group of people! Because Sammamish is soon becoming inhabitable. It is no longer the green and pleasant land it once was...is it wrong for the people to request for responsible governance? Start with the traffic, please...</p>	
<p>Duncan Greene, representing Milestone NW, LLC</p>	<p>10/16/2018</p>	<p>The City Council should amend Ordinance 2018-468 (the “Emergency Ordinance”) to provide vesting for projects with completed pre-application meetings before the date of the Emergency Ordinance (September 18, 2018). The City Council should approve the proposed vesting provision in the amended version of the Emergency Ordinance included in the packet under agenda item #12, which states that the new regulations are inapplicable “to those projects for which a pre-application meeting with the City had been completed to the satisfaction of the Community Development Director and/or designee on or before September 18, 2018.”</p> <ul style="list-style-type: none"> • We understand Mayor Malchow’s perspective, which seeks to minimize impacts from homes developed under the new regulations, but we respectfully believe her position strikes the wrong balance by taking a strict, no-exceptions approach to the new regulations. The development of 65 new homes under the old regulations would not cause a significant harm to the public. By contrast, the applicants for those 65 homes have already suffered significant economic harm as a result of the lengthy delay caused by the Moratorium, and without the vesting amendment, they will suffer even greater harm if their projects are unable to proceed under the new regulations. • If the Council does not provide this kind of relief to Milestone and the Baughs, they will continue to be harmed by their inability to proceed. Moreover, in the absence of such relief, the City’s pre-application review process will violate the due process rights of Milestone and the Baughs, who for nearly two years were prevented from submitting a short plat application 	<p>Email</p>

Exhibit 2

		that could have vested their rights. While cities have some authority to prevent vesting through the adoption of moratoria, their pre-application processes may not be used to prevent vesting, as has happened here. ² Thus, in the interest of fairness to Milestone and the Baughs, and to keep the City on the right side of the law, we implore the Council to approve the vesting provision.	
Gina Clark	10/16/2018	MBAKS respectfully requests City Council uphold the amendments to the interim emergency Ordinance to include projects for which a pre-application meeting had been completed prior to or on September 18, 2018. These projects would be subject to development regulations in effect prior to September 18, 2018. In addition, MBAKS respectfully requests that roadway segments not be added to the new concurrency model and that the new concurrency table and model be submitted along with the updated Co. However, industry would like to put on record that we question the validity of the "emergency" necessitating the interim development regulations in Ordinance 02018-468. Staff worked on these regulations for months. Only after the original development moratorium was lifted on September 18, 2018, did the "emergency" appear.	Email
Mary Wictor	10/16/2018	Here is input I wish to give at this time provided as email text on O2018-468 Interim Development Regulations (Track 16.15.090 Op Conds & stds of perf (2) (a) CONCERN: 5-ft... I believe rock walls up to 4 feet are allowed by the City of Sammamish without permit. But >4ft require a permit. Thus, use 4-ft vs 5ft? Certainly where stability and slopes are involved, any cuts or walls must be addressed and may need a rock wall of some height <=4ft or >4ft, not just at 5ft. {Water can and does seep through soils and slopes too, especially when cut. Also, removing earth gives less soil as well for water to move through, adversely affecting septics & drainage.} NOTE: Redmond as part of their Clearing & Grading requires permit for... (see also screen capture with highlights attached as a .jpg file from Redmond webpage) Any change in existing grade by four feet or more http://www.redmond.gov/cms/One.aspx?portalId=169&pageId=136493 2) 16.15.090 Op Conds & stds of perf (2) (c) ... what is written here needs more... for ANY type of Critical Area (wetland, landslide, erosion, steep slope, etc.) CONCERN: "land clearing shall not take place..." and NO grading of any kind in CRITICAL AREAS. See Redmond and King County requirements. Critical Area work should require a Clear & Grade permit at zero (0) SF... not at the 50 cubic yards or more exemption. [NOTE: 50 cu yds is 3-5 dump trucks of material!] Department of Commerce, Critical Areas Handbook (81 pgs) online link, see page 35 and the 1st row below the table heading: https://www.commerce.wa.gov/wp-content/uploads/2016/08/gms-ca-handbook-critareas-	Email

	<p>2007.pdf "Clearing and grading exemptions should not include project areas located within critical areas or buffers, even when the proposed alteration is for less than fifty (50) cubic yards" {THIS IS VERY IMPORTANT and appears to have been missing from SMC 16 for our City. There has been a lot of public input about critical areas being damaged or impacted before even permitted work begins.} 3) CHAPTER 21A.15 Tech Terms and Land Use Definitions 21A.15.428 Existing grade CONCERN: The City of Sammamish must deal with sites that have had previous clearing and/or grading, whether it was done legally or illegally. Plus, how can the lot, parcel, neighborhood or area recover from work that may have been done and abandoned but never abated or addressed?4) CHAPTER 21A.25.030 Development Standards, Densities & Dimensions -- Residential ZonesA. ... below the tables, item numbered 6) regarding the minimum lot width and need/requirement to "abut a public right-of-way" CONCERN: Does this allow and work for "flag"-shaped type lots? That is a parcel that has a flag-pole shaped access to a flag shape parcel?(aka pan-handle shaped lot). Note that nearest legal access with easement might be to a private road and not a public ROW. 5) For SETBACKS, I think it is important to ask or illustrate if these work for various areas with existing lots (Inglewood, & around lakes, which have narrow lots)? Also, how about places where ADUs might be good to have/use including Detached ADUs (which I think I called a DADU), especially for and on R-1 sized lots. 6) CHAPTER 21A.40 Development Standards, Parking & Circulation I like the idea of requiring one on-street parking for a vehicle for new single family homes... but want to ask or point out these things: 6a) However, there are private road areas with steep slopes where this may be impossible impractical- unsafe. 6b) Even in public road areas there may be Home Owner Association rules or CC&Rs that may restrict, conflict, or just not allow this/on-street parking? 6c) NOTE: Does a 30-ft lot with minimum on street frontage, allow for the driveway width requirements, plus the parking rules (can't be within 5ft?) and typical vehicle length? There are also other restrictions like can't park near fire hydrants, mailboxes, etc... nor drive/entrance access to stormwater facilities. Thus, some homes might not be able to provide parking based on "other" things their frontage provides and "gives" for the public/community. 6d) With ADU interests, additional parking without burdening other neighbors/properties is very key and important to consider and require. (Also for air bnb's?) 7) CONCERN--Increased fencing height changes are too broadly allowed by Interim Development regulations emergency ordinance Eight foot fences might be needed in some places for privacy or screening (headlights etc). But this should NOT be widely allowed. Suggest the following: a) existing code allows fences up to 6ft in height without permit, but lower in the front would help neighborhood character b) fences over 6ft in height, up to 8ft in height may be allowed... but only as 1-tool to consider, and only where no other</p>	
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Exhibit 2

		<p>tools/approaches might work: i) Design the new homes/lots to avoid privacy issues by how the home is situated /placed on the lot, and where windows will be put, think new home & 20yrs later ii) Consider any and all types of vegetation and landscaping that can be put in to screen and will grow well, with appropriate maintenance to provide privacy iii) ONLY ALLOW 8ft fences JUST FOR THE PORTION needed... do NOT allow 8ft fences everywhere as it really impacts sun/light/and solar access + bulk/mass iv) The up-to-8ft fence must take and use input from the abutting property (-es). Otherwise, anyone can just get a permit and put up an 8ft fence for any length :(v) Fences must be required to be maintained, or be removed. Also, using a setback for taller fences will make the person/owners with that fence deal with it, versus putting it right on the utility line or making the impacted neighbor have to watch the maintenance fade and erode over time. I recently drove around on 212th AVE SE & 228th in the City of Sammamish and noted that many, many, many fences are used in the City. It seems unnecessary to have higher, wholly blocking fences from the ground up... with no breaks for wildlife for people to connect through. This breaks up our neighborhoods like "cubicles", does not promote connectivity nor socialization, and actually takes away and reduces connectivity for the plants, forests, animals, and people. It would seem beneficial for the City of Sammamish to move more towards using vegetation, landscaping, and trees vs more and higher fences for privacy. Attached .pdf has 7 photo images for you to "see" as input and think about. I hope that this email might be read, reviewed, and forwarded appropriately to City Staff or others for consideration. I am glad that the City is working on development regulations. I noted at the Planning Commission meeting last week that these Interim Regulations apply to ALL the following:</p> <ul style="list-style-type: none"> -individual lot -single family home -short plats from 2-9 homes -long plats/subdivisions 10+ homes and likely other types of residential uses as well... thus, it is not just code for major subdivisions... but also any single lot or home. 	
Jan Bird	10/16/2018	I appreciated the video Mayor Malchow made to explain the new development regulationsas they say a picture is worth a thousand words. Having a visual made it easily understoodthank you! I do like the new regulations and hope legally one can do away with the grandfathering of 65 projects that is proposed. We have so much of this already.	Email
Delia Sanchez (CELA)	10/16/2018	Do not lift the Moratorium nor exempt the 65 proposed projects at tonight's City Hall meeting.	Email

Exhibit 2

Ben Wright	10/16/2018	I urge the Council to not pass the motion to amend the emergency ordinance.	Email
Kelly Lyon-King	10/16/2018	I have lived in the Seattle area since 1995. I went to High School at Lake Washington in Kirkland and have lived in Timberline for the past 7 years. When we moved in, it took no time to get places. However, the area has been inundated with thousands of people, and I think we can still build homes in Sammamish while preserving the naturalness of the area. Please don't sell out our city's soul to the greediness of developers. Simple setbacks and other rules the moratorium enacts, just preserves a more peaceful and natural feel that has drawn thousands of people to the city.	Email
Charles B	10/16/2018	The interim development regulations ordinance goes some way towards easing the concerns that I and other residents have about the way development is carried out in the city. So, it is extremely concerning to see members of the city council wishing to give some developers a free pass on the new regulations by amending the ordinance to allow some pre-application developments to be "grandfathered in" and not subject to the new regulations. I urge the Council to not pass the motion to amend the emergency ordinance.	Email
Casie Drake	10/16/2018	I have lived in Sammamish my entire life, minus just one year! My parents brought me home from the hospital to a house in Sammamish, where they had lived for approximately 4 years before I was born. I grew up going to Sunny Hills Elementary, Pine Lake Middle School, Issaquah High School, and Skyline High School when it opened! After getting married, my husband (who has lived in Sammamish since 10 years old!) and I bought a house in Maple Valley, lived there for just over a year, and decided we wanted to move back to Sammamish. I also taught for 13 years at Samantha Smith Elementary School in Sammamish. We are now raising our four children in Sammamish, where they attend the school that I used to teach at! Our family is so saddened to see the toll that construction and new development has taken on the city that we both grew up in. It is devastating to see all of the trees being torn down, animals displaced from their homes, and houses put in on top of each other. I am very concerned by the motion to amend the emergency ordinance pertaining to the interim development regulations that was passed during the September 18th council meeting.	Email
Matt Motley	10/16/2018	I write as a resident who is concerned by the motion to amend the emergency ordinance pertaining to the interim development regulations that was passed during the September 18th	Email

Exhibit 2

		<p>council meeting. As you are undoubtedly aware, many residents of the city (myself included) are alarmed at the nature of much of the development happening in the city today. The way in which the development takes place - including wholesale removal of trees and mass grading - is of particular concern to the majority of residents of the city. The interim development regulations ordinance goes some way towards easing the concerns that I and other residents have about the way development is carried out in the city. So it is extremely concerning to see members of the city council wishing to give some developers a free pass on the new regulations by amending the ordinance to allow some pre-application developments to be "grandfathered in" and not subject to the new regulations. What is even more concerning is how the amendment itself came directly from the Master Builders Association following a meeting with some members of the City Council. The City Council is supposed to serve all residents of Sammamish, not property developers. If the majority of Sammamish residents are in favor of the sort of changes that the interim development regulations will bring, City Council members should be working as hard as possible to ensure that the regulations will be applied as broadly as possible. I urge the Council to not pass the motion to amend the emergency ordinance.</p>	
Patrick Neill	10/16/2018	<p>As a resident of Sammamish, I would like to enter my comments into the record in regards to the decision to grandfather any developments under the old code. I feel very positive about the new proposed new code changes that council has developed, and I think they represent a good start to addressing the quality of life issues that all of us in Sammamish are feeling. Sammamish is a special place, and we all have, especially our elected representatives, a responsibility to keep it special. And to that end, I strongly oppose any effort by the city council to grandfather any development under the old code. The new codes have been created to better match development with the concerns of the citizens. To go forward and grandfather any developments, would go against the overwhelming opinion of the citizens of Sammamish.</p>	Email
Randy Rushing	10/16/2018	<p>In short, I strongly advise our council to not allow any developments to be "Grandfathered" in. If the council made a decision to adopt new standards, then they need to stand by their decision and apply those standards to all. This does not mean that people can't develop, it just means that they have to develop in a way that is better for its residents.</p>	Email
Adria Fife	10/15/2018	<p>I write as a resident who is concerned by the motion to amend the emergency ordinance pertaining to the interim development regulations that was passed during the September 18th council meeting. As you are undoubtedly aware, many residents of the city (myself</p>	Email

Exhibit 2

		<p>included) are alarmed at the nature of much of the development happening in the city today. The way in which the development takes place - including wholesale removal of trees and mass grading - is of particular concern to the majority of residents of the city. The interim development regulations ordinance goes some way towards easing the concerns that I and other residents have about the way development is carried out in the city. So, it is extremely concerning to see members of the city council wishing to give some developers a free pass on the new regulations by amending the ordinance to allow some pre-application developments to be "grandfathered in" and not subject to the new regulations. What is even more concerning is how the amendment itself came directly from the Master Builders Association following a meeting with some members of the City Council. The City Council is supposed to serve all residents of Sammamish, not property developers. If the majority of Sammamish residents are in favor of the sort of changes that the interim development regulations will bring, City Council members should be working as hard as possible to ensure that the regulations will be applied as broadly as possible. I urge the Council to not pass the motion to amend the emergency ordinance.</p>	
Aaron Drake	10/15/2018	<p>My name is Aaron Drake. I live on 221st PL NE. I write as a long time Sammamish resident who is concerned by the motion to amend the emergency ordinance pertaining to the interim development regulations that was written and pushed by special interest against a regulation that was passed during the September 18th council meeting! Many residents of the city, including myself, are alarmed by the voracity of the development happening in the city! The way in which the development takes place including wholesale removal of trees and mass grading only serves to wipe out the beautiful terrain and vistas of our neighborhoods. The interim development regulations ordinance goes some way towards easing the concerns that I have about the way development is carried out in the city. So it is extremely concerning to see members of the city council wishing to give special interest construction developers a free pass on the new regulations by amending the ordinance to allow some pre-application developments to be "grandfathered in" and not subject to the new regulations! Perhaps the biggest concern is how the amendment itself came directly from the Master Builders Association following a meeting with some members of the City Council. How much money did they give you to pass this through? I thought the City Council is supposed to serve all residents of Sammamish, not special interest property developers. The majority of Sammamish residents are in favor of the sort of changes that the interim development regulations will bring, City Council members should be working as hard as possible to ensure that the regulations will be applied as broadly as possible.</p>	Email

Exhibit 2

		I demand that the Council to not pass the motion to amend the emergency ordinance. I also demand an explanation as to why the City Council is allowing outside parties to draft legislation!	
June Carroll	10/15/2018	I respectfully urge the City Council not to exempt anyone from the development regulations and to consider the far-ranging impact that development has on our families and quality of life when promulgating such regulations in the future.	Email
Adriana Aguirre	10/15/2018	I am a resident of Sammamish since 2010 and I write this email to express my opposition to exempt developers from any regulations that had been agreed among citizens and approved by the City. Agreeing to exemptions will set a precedent and we really can't keep taking new construction! Our roads can't take them, our schools can't take them.	Email
Sarah Auckland	10/15/2018	I am writing today so my comments can be part of the public record comments for the council meeting tomorrow Oct 16th, 2018. I have been a resident of Sammamish for almost 19 years and applaud the changes that were made to the building codes and I hope that you uphold the new codes and not let additional lots keep to the old code. I think it is important for our city to make these changes and make all builders/developers be accountable to the stricter guidelines that the council voted for in September.	Email
Craig Beaty	10/15/2018	The interim development regulations ordinance goes some way towards easing the concerns that I and other residents have about the way development is carried out in the city. So it is extremely concerning to see members of the city council wishing to give some developers a free pass on the new regulations by amending the ordinance to allow some pre-application developments to be "grandfathered in" and not subject to the new regulations. I urge the Council to not pass the motion to amend the emergency ordinance.	Email
Rich and Mary Ann Flanders	10/15/2018	Please uphold new stricter regulations on ALL developments. Do not exempt 65 projects. We've lived here since 1984 and do not want Sammamish to experience unbridled growth. Traffic and schools are of main concern right now. Please vote on Tues. to apply new restrictions to ALL projects.	Email
Mujlin Carroll	10/15/2018	As a long-time citizen of Sammamish, I am very concerned with the direction the city has been heading the past several years with respect to overdevelopment. As a voter, I do not apply a litmus test regarding a single issue because I know that there will be no	Email

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		<p>representative with whom I agree on every single matter. We are individuals, and that is simply human nature. That being said, the overdevelopment of Sammamish is not actually a single issue as it directly impacts not only the character of Sammamish but also education, traffic congestion, and the environment. A Council candidate canvassed at my house before the last election (he ultimately lost to Mr. Ritchie). I mentioned my concern about overcrowding in the schools. He said the City Council has nothing to do with that. That is not true. While I understand that the City Council does not set school district policy, the Council directly impacts how many children are shoe-horned into the already overcrowded schools. The Council can prevent the clear-cutting of forests and building of massive residential developments. The families moving into the new developments have children, but the schools do not have the capacity to fit them all in. Students and teachers are crammed into portables. Last year, students were literally left at the bus stops near my house because the bus could not take them all. Overdevelopment also makes traffic congestion worse. More housing developments equals more people on the roads which increases traffic. My husband and I were attracted by the natural beauty of the area when we moved here fifteen years ago. We were surrounded on two sides by old growth trees. Now everything has been clear cut and mass graded, and the same thing has been happening to every lot where trees once stood. The tree retention policies are being ignored, and many of the trees that were retained near me are dead or dying (following the letter but not spirit of the rules). Places like Redmond and Bellevue have house after house after house densely packed together. Sammamish is unique in its beauty. There is a reason that it is voted one of the most desirable, livable cities. But overdevelopment threatens to ruin this. Those lobbying for more building do not live or vote here. Those working for the Master Builders Association, realtors, etc., do not have to live with the consequences of their actions. I respectfully urge the City Council not to exempt anyone from the development regulations and to consider the far-ranging impact that development has on our families and quality of life when promulgating such regulations in the future.</p>	
<p>Oubai Bounie</p>	<p>10/15/2018</p>	<p>The interim development regulations ordinance goes some way towards easing the concerns that I and other residents have about the way development is carried out in the city. So, it is extremely concerning to see members of the city council wishing to give some developers a free pass on the new regulations by amending the ordinance to allow some pre-application developments to be "grandfathered in" and not subject to the new regulations. I urge the Council to not pass the motion to amend the emergency ordinance.</p>	<p>Email</p>

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Tim Brandt	10/15/2018	Agenda Item 12: the city appears to be largely siding with developers. How can developers take a large plot of land that is hard to come by (such as the farm on Issaquah-Pine Lake Road) and not be required to put in a good park. Furthermore, developers are building homes so close to each other that you can't even plant a tree in between and might even be able to shake hands out the windows. And then they don't have much beauty to them. Lastly, where are the rights of the property owners who disagree with major developments in their own neighborhoods?	Email
Alex Gong	10/15/2018	I write as a resident who is concerned by the motion to amend the emergency ordinance pertaining to the interim development regulations that was passed during the September 18th council meeting. As you are undoubtedly aware, many residents of the city (myself included) are alarmed at the nature of much of the development happening in the city today. The way in which the development takes place - including wholesale removal of trees and mass grading - is of particular concern to the majority of residents of the city. I myself have seen the effect of mass grading as I live directly opposite the Flynn property on Main Street. Effectively overnight this property was transformed from a dense woodland to a large strip of dirt more closely resembling a blasted heath. One of the things that enticed us to Sammamish in general and our current home, in particular, was the tranquility offered by the woodland views. And now that tranquility is gone and will be replaced by a row of houses spaced 10 feet apart. The interim development regulations ordinance goes some way towards easing the concerns that I and other residents have about the way development is carried out in the city. So it is extremely concerning to see members of the city council wishing to give some developers a free pass on the new regulations by amending the ordinance to allow some pre-application developments to be "grandfathered in" and not subject to the new regulations. What is even more concerning is how the amendment itself came directly from the Master Builders Association following a meeting with some members of the City Council. The City Council is supposed to serve all residents of Sammamish, not property developers. If the majority of Sammamish residents are in favor of the sort of changes that the interim development regulations will bring, City Council members should be working as hard as possible to ensure that the regulations will be applied as broadly as possible. I urge the Council to not pass the motion to amend the emergency ordinance.	Email
Lingling LI	10/15/2018	I urge the Council to not pass the motion to amend the emergency ordinance. (same as above)	Email

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Feng Li	10/15/2018	I urge the Council to not pass the motion to amend the emergency ordinance. (same as above)	Email
Chris Mullins	10/15/2018	I'm a Sammamish Resident & Homeowner, and I strongly oppose additional growth in the city at this time. Until roads and infrastructure catches up with the already existing population, additional housing units of all types should be halted. My morning commute down 202 is gridlocked. West Lake Sammamish parkway is gridlocked. Sahalee is often gridlocked. Heading towards I90 (rather than 520) is gridlocked. Traffic is a total disaster for all of us. Until such time as Sammamish starts to fix core traffic problems, all new construction should be put on hold.	Email
Audrey Quinto	10/15/2018	I write as a resident who is concerned by the motion to amend the emergency ordinance pertaining to the interim development regulations that was passed during the September 18th council meeting. As you are undoubtedly aware, many residents of the city (myself included) are alarmed at the nature of much of the development happening in the city today. The way in which the development takes place including wholesale removal of trees and mass grading - is of particular concern to the majority of residents of the city. The interim development regulations ordinance goes some way towards easing the concerns that I and other residents have about the way development is carried out in the city. So it is extremely concerning to see members of the city council wishing to give some developers a free pass on the new regulations by amending the ordinance to allow some pre-application developments to be "grandfathered in" and not subject to the new regulations. What is even more concerning is how the amendment itself came directly from the Master Builders Association following a meeting with some members of the City Council. The City Council is supposed to serve all residents of Sammamish, not property developers. If the majority of Sammamish residents are in favor of the sort of changes that the interim development regulations will bring, City Council members should be working as hard as possible to ensure that the regulations will be applied as broadly as possible. I urge the Council to not pass the motion to amend the emergency ordinance.	Email
Megan Ollenberger	10/15/2018	I urge the Council to not pass the motion to amend the emergency ordinance. The interim development regulations ordinance goes some way towards easing the concerns that I and other residents have about the way development is carried out in the city. So it is extremely concerning to see members of the city council wishing to give some developers a free pass on the new regulations by amending the ordinance to allow some pre-application developments to be "grandfathered in" and not subject to the new regulations.	Email

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<p>Vineetha Parammel</p>	<p>10/15/2018</p>	<p>This email is to express my concern regarding the exemption of pre-applications from the newer regulations our city has adopted. Please note my vote is 'no' (if it matters) on exempting any applications. After so many studies and planning we adopted the new regulations and it should be applied to everything without any exceptions. We should prevent clear cutting going forward and these regulations are the right step.</p>	<p>Email</p>
<p>Rebecca Ramirez</p>	<p>10/15/2018</p>	<p>I write as a resident who is concerned by the motion to amend the emergency ordinance pertaining to the interim development regulations that was passed during the September 18th council meeting. As you are undoubtedly aware, many residents of the city (myself included) are alarmed at the nature of much of the development happening in the city today. The way in which the development takes place – including wholesale removal of trees and mass grading - is of particular concern to the majority of residents of the city. The interim development regulations ordinance goes some way towards easing the concerns that I and other residents have about the way development is carried out in the city. So it is extremely concerning to see members of the city council wishing to give some developers a free pass on the new regulations by amending the ordinance to allow some preapplication developments to be "grandfathered in" and not subject to the new regulations. What is even more concerning is how the amendment itself came directly from the Master Builders Association following a meeting with some members of the City Council. The City Council is supposed to serve all residents of Sammamish, not property developers. If the majority of Sammamish residents are in favor of the sort of changes that the interim development regulations will bring, City Council members should be working as hard as possible to ensure that the regulations will be applied as broadly as possible. I urge the Council to not pass the motion to amend the emergency ordinance.</p>	<p>Email</p>
<p>Robb J</p>	<p>10/14/2018</p>	<p>I moved to Sammamish six years because I really like the feel of a small community and the low traffic. The past last year or so, traffic going from one end to the other especially in the morning/evening time is horrible. Overcrowding in schools is not going to get better only worse. There is no room for additional schools, so where will these new residences go, to the existing overcrowded schools. This is not fair to the kids or the teachers. I am for growth, but not without fixing the roads first and infrastructure. With that said, I am for the Moratorium until traffic currency is fixed. No more housing. I also do not want to allow the 65 homes to be grandfather in, they should be subjected to the new requirements. The new homes on 228th are ridiculously ugly, no setbacks at all. Unfortunately, they were sold to offshore investors, not even local residents, so they can care less what they look like.</p>	<p>Email</p>

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<p>Stacey Peters</p>	<p>10/14/2018</p>	<p>This comment in regard to amending Section 2 of Ordinance No. O2018-468 relating to Interim Development Regulations. These interim development regulations were adopted by emergency ordinance. The adopted changes are crucial to maintaining the livability of growing city - ensuring responsible growth. It was passed by the majority of the council and has been something your constituents have been asking for a long time. For the life of me, I don't understand why an exemption to grandfather pre-application developments into the old regulations is being honestly considered. Our city has no legal liability to grandfather in these potential developments. The Master Builders Association is not your constituent. The developers understand the risk of this business, and are well aware that regulations can and do change in this manner. Land owners will still be able profit off the sale of their land to developers with plans that satisfy the new regulations. Your role is not to guarantee their investment in land. Your role is to put into place the regulations that will benefit the majority of the people living in this community. It is further critical that you do not provide this exemption because the people of this city desperately need to see these changes taking place - to see that our council members are fulfilling their promises, which grandfathering in additional developments will only delay further. Please do not pass this amendment to the Ordinance relating to interim development regulations.</p>	<p>Email</p>
<p>Dana Crossgrove</p>	<p>10/14/2018</p>	<p>Please include in the public record my opposition to this amendment. I believe it is imperative to hold ALL new development to the new standards with no exceptions. The new standards were created by the City Council based upon input from Sammamish Citizens on how we want our city to look over time. The developers will still make plenty of profit even when they are held to the new standards. Please deny this exemption to help keep our city beautiful for the future.</p>	<p>Email</p>
<p>Don Gerend</p>	<p>10/14/2018</p>	<p>Regarding Bill 12, the proposed change to the development regulations, grandfathering projects that have completed a satisfactory pre-application meeting with city staff, I totally support this action and thank you for supporting it. Certainly, situations vary, but generally after a party has gone through the pre-ap process, they know what has to be done to research, conduct studies, design and then submit a formal application. To change the rules mid-process is not fair to the applicants, even though they aren't formally vested. It is even possible that property title has changed hands with the sale price based on the perceived development potential of a property based on the outcome of a pre-ap meeting. I strongly encourage you to vote in favor of this action to grandfather in those projects that have already been through a proper pre-ap conference. I personally support the changes in the</p>	<p>Email</p>

Exhibit 2

		development regulations (with the inclusion of the grandfather clause), although I would have added a change which includes a public easement around new plats to allow for public nonmotorized corridors. Connectivity within the community is so important, and it is very difficult to retrofit connectivity after development has occurred (as we have found out when attempting to remove barricades for improvement of motorized connectivity). Here is an opportunity to enhance the non-motorized connectivity at the beginning stages of development.	
Elaine Hill	10/14/2018	I urge the Council to not pass the motion to amend the emergency ordinance. (same as above)	Email
Matt Zanner	10/14/2018	I write as a resident who is concerned by the motion to amend the emergency ordinance pertaining to the interim development regulations that was passed during the September 18th council meeting. As you are undoubtedly aware, many residents of the city (myself included) are alarmed at the nature of much of the development happening in the city today. The way in which the development takes place - including wholesale removal of trees and mass grading - is of particular concern to the majority of residents of the city. I believe the interim development regulations ordinance are a small step towards easing the concerns that I and other residents have about the way development is carried out in the city. So it is extremely concerning to see members of the city council wishing to give some developers a free pass on the new regulations by amending the ordinance to allow some pre-application developments to be "grandfathered in" and not subject to the new regulations. What is even more concerning is how the amendment itself came directly from the Master Builders Association following a meeting with some members of the City Council. The City Council is supposed to serve all residents of Sammamish, not property developers. If the majority of Sammamish residents are in favor of the sort of changes that the interim development regulations will bring, City Council members should be working as hard as possible to ensure that the regulations will be applied as broadly as possible. I urge the Council to not pass the motion to amend the emergency ordinance.	Email
Shavi Sikaria	10/14/2018	I urge the Council to not pass the motion to amend the emergency ordinance.	Email
Katja Wright	10/14/2018	I urge the Council to not pass the motion to amend the emergency ordinance.	Email
Anca Zaharia	10/15/2018	My name is Anca Zaharia, I am a resident of Sammamish (2642 232nd PL SE) for more than 10 years and I am emailing you to state my position regarding the upcoming vote on	Email

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		Tuesday. Please vote to enforce the new stricter regulations on the Town Center related projects or any new construction projects! No exemptions please! Traffic is very very bad already and schools are overcrowded. We need infrastructure and more schools that can support growth now, not after the fact. I am not against growth, but it needs to be planned smartly, there is no way to undo it once approved and built, please keep that in mind! Sammamish residents and our life quality is more important that money made from new constructions, builders or businesses! This is our city and we are the ones voting for you, not out of town builders or businesses!	
Leo Suver	10/15/2018	My most pressing concerns deal with side yard setbacks and proposed street frontage requirements. I believe these requirements alone will significantly reduce the net density calculations for properties within the R-4 and R-6 zones because they do not account for actual parcel configurations that are available to develop. Only wide/shallow parcels would be able to accommodate the requirements, and these simply do not exist in the City of Sammamish. Large assemblages are very rare and quickly disappearing as the City becomes more built out, leaving only smaller infill parcels to develop. 1) Side yard setback 25ft: The proposed 25ft side yard setback for R-4 and R-6 zones does not consider a typical parcel configuration found within the City. The majority of potential development properties are either square or deep. a. To achieve a minimum building width of 40ft in an R-4 zone would require a 1-acre parcel size of 300ft wide by 145ft deep b. To achieve a minimum building width of 30ft in an R-6 zone would require a 1-acre parcel size of 330ft wide by 132ft deep 2) Minimum lot width 30ft: The proposed minimum lot width of 30ft of street frontage would prevent the creation of any sort of private driveway or access tract for deeper (typical) development lots. In the example provided in your presentation, there were a total of 7 homes that accessed off of a single tract. While this is admittedly a poor use of development, it should not be the basis to exclude all instances where a private tract may be useful. I have included an example of a final plat that we developed in Sammamish in 2015 (The Woods at Beaver Lake Div 2). Note that under the original Development guidelines, we were able to accommodate 5 lots on a 1.2 acre parcel. This was achieved by accessing the Southern 2 lots using a private access drive. Using the new proposed standards, the resulting density would be only 3 lots that would be narrow and very deep (with each lot accommodating a narrow, 30ft wide building footprint). 3) Front yard setback revised to 20ft: The comment provided in the presentation indicated that this requirement was in response to public concerns about the “canyon effect” in communities. However, the result of this requirement could also produce an unwanted consequence of “snout houses” that are garage dominated / flat in appearance and generally unappealing. I would strongly urge the City to consider allowing single story	Email

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		elements (like covered porches or entries) to encroach inside the 20ft setback to provide a more pleasing architectural appearance. 4) Mass Grading: As you are well aware, Sammamish is a hilly, uneven topography that frequently requires significant grading to achieve site access and buildable lot grades. The proposed term “in no instance shall fill exceed a maximum of 8ft” could prove disastrous in cases where permitting localized fills to address small scale site depressions would prevent significant over-grading of a site. A rigid requirement like this could trigger significant exports within graded sites, putting more heavy trucks on local streets and arterials. Allowing Staff / Director flexibility in permitting small scale cuts and fills to avoid over-grading would be an important consideration. I am concerned that the proposed Development Regulations will create a negative effect on building and architectural designs, and that the City is using worst-case scenarios in an effort to restrict overall development. The side yard setbacks that have been proposed for R-4 and R-6 zoning are more suitable for R-1 or lower zoning, and certainly not typical of the vast majority of neighborhoods on the Plateau that have been built over the last 30 years. I would strongly urge Council and Staff to further consult the Builder community to better understand the impacts these proposed regulations will have.	
Denise Darnell	10/13/2018	I don't understand at all this camaraderie with master builders. What on earth are any council members, previous or present, getting from these developers? None of them live in our town. They still are making millions being able to build. They just are being asked to follow good new regulations that should have been in affect 5-10 years ago. I would think it is a very OBVIOUS vote on Tuesday to vote in favor of not exempting the 65 projects and instead enforcing the regulations. The developers should not be more important than your residents and constituents.	Email
Brian Wheelwright	10/13/2018	The interim regulations look sensible to me and would ideally apply to everyone. On the other hand, I may not fully appreciate the impact this would have on the ~65 lots that had already had pre-application meetings. Based on my current understanding I would prefer the new regulations apply to all new permits. Have you decided how you will vote?	Email
Regular Council Meetings			
Mazy Poonawala	10/16/2018	Please preserve the trees.	Verbal Testimony
Kristi Jenkins	10/16/2018	Please consider how the Interim Development Regulations effected people's life.	Verbal Testimony

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Tamara Tasukishima	10/16/2018	Please consider how the Interim Development Regulations effected people’s life. (Decrease the value of properties)	Verbal Testimony
Susan Farrar	10/16/2018	Please consider how the Interim Development Regulations effected people’s life. (Decrease the value of properties if they don’t grandfather the 65 lands)	Verbal Testimony
Dave Bauutt	10/16/2018	Support the applications who finished the pre-app process.	Verbal Testimony
Debbie Treen	10/16/2018	Please don’t accept any exceptions.	Verbal Testimony
Todd Levitt	10/16/2018	Please consider exemption for applicants who finished or are scheduled for pre-application process.	Verbal Testimony
Srinivas Maralpudi	10/16/2018	Please consider exemption for single family homes.	Verbal Testimony
Jan Bird	10/16/2018	I appreciated the video Mayor Malchow made to explain the new development regulationsas they say a picture is worth a thousand words. Having a visual made it easily understood....thank you! I do like the new regulations and hope legally one can do away with the grandfathering of 65 projects that is proposed. We have so much of this already.	Verbal Testimony
Todd Levitt	10/02/2018	Request to add exemption to Interim Development Regulations and lifting the emergency development regulations.	Verbal Testimony
James Eastman	10/02/2018	Please consider how the Interim Development Regulations effected people’s life.	Verbal Testimony
Kristi Jenkins	10/02/2018	Please consider how the Interim Development Regulations effected people’s life.	Verbal Testimony
Tamara Tasukishima	10/02/2018	Please consider how the Interim Development Regulations effected people’s life.	Verbal Testimony

Exhibit 3

Interim Development Regulations
Staff Recommended Ordinance and Code Changes

- 1) Correction of Scriveners Errors. Authorize the correction of code drafting errors as needed in accordance with direction from the City Attorney's office.
- 2) Exception to Interim Development Regulations. Amend Section 2 of Ordinance O2018-468 to add an exception for projects where a pre-application meeting with the City had been completed to the satisfaction of the Community Development Director and/or designee on or before September 18, 2018.

*Section 2. Adoption of Interim Zoning Regulations. The City Council hereby adopts the interim development regulations as set forth in Attachment A to this Ordinance amending Chapters 16.15, 21A.15, 21A.25, 21A.30, 21A.35, and 21A.40 SMC; **provided, however, that these interim development regulations are inapplicable to applications for project permits and approvals for properties outside of the Town Center zoning districts that had vested on or before September 18, 2018, and also to those projects for which a pre-application meeting with the City had been completed to the satisfaction of the Community Development Director and/or designee on or before September 18, 2018.***

- 3) Mass Grading Definition. Add a new definition to SMC 21A.15.739 to define Mass Grading.

SMC 21A.15.739.1 Mass Grading: The movement or redistribution of large quantities of earth over large areas.

- 4) Grading Limits Exception – Roads and Utilities. Add an exception to excavation and fill limits of SMC 16.15.090(2)(a) for road construction or necessary infrastructure and structures that do not change the surface elevation (e.g. vaults, utility trenches, foundations, etc.).

*SMC 16.15.090(2)(a). No mass grading shall be allowed and alterations to existing grade shall be minimized. Excavation shall not exceed 10-feet. Fill shall not exceed five feet subject to the following provisions: all fill in excess of four feet shall be engineered; engineered fill may be approved in exceptional circumstances by the Director to exceed five feet. In no instance shall fill exceed a maximum of eight feet. Exceptional circumstances are: (1) instances where driveway access would exceed 15 percent slope if additional fill retained by the building foundation is not permitted; or (2) where the five-foot fill maximum generally is observed but limited additional fill is necessary to accommodate localized undulations or variations in existing topography. **The excavation and fill limitations of this part shall not apply to road construction or necessary underground infrastructure and structures that do not change the surface elevation (e.g. vaults, utility trenches, foundations, etc.).***

Exhibit 3

- 5) Setbacks. Amend residential setbacks of 21A.25.030(A) as follows:

R-4 and R-6 Side Yard Setback: Aggregate 20-foot side yard with a minimum of 7.5 feet (90 inches).

R-4, R-6, and R-8 Rear Yard Setback: 20 feet.

R-4 and R-6 Street Setback: 15 feet for house and 20 feet for garage.

- 6) Building Façade. Amend the façade height restriction of SMC 21A.25.030(A) Footnote 20 to allow for façades of taller than 40 feet when modulation is provided with a combination of architectural elements.

*SMC 21A.25.030(A) Footnote 20. For new single-family residential homes and additions in Single-Family Land Use Districts, the maximum height of any individual building façade is 40 feet measured from the existing grade at the building wall to the ridge of a pitched roof or top of a flat roof. **Facades taller than 40 feet may be permitted when architectural modulation is provided that includes:***

1) An upper story balcony, porch, deck, exterior stairway, or other functional architectural feature; and

2) A floor line projection (e.g. skirt roof), roof ledger, window fenestrations, pillars, columns, or similar architectural design features (such as bay windows, window seats, or awnings) to provide articulation and reduce massing effects.

- 7) Fences. Amend SMC 21A.25.190(5) to allow fences over 4-feet in height along one street for corner lots.

*SMC 21A.25.190(5). Fences with a height of eight feet or less may be located in the rear and side yard setbacks. Fences are limited to four feet in height in the street setback and shall be consistent with the sight distance requirements of SMC 21A.25.220. **For corner or a-typical shaped lots with more than one street frontage a fence of eight feet or less may be located within the street setback along the street frontage that does not provide access to the property when located outside of the vision clearance triangle.***

*SMC 21A.30.190(1). (1) Fences exceeding a height of four feet shall not be allowed within the street setback area. **For corner or a-typical shaped lots with more than one street frontage a fence of eight feet or less may be located within the street setback along the street frontage that does not provide access to the property when located outside of the vision clearance triangle.** Fences exceeding a height of eight feet shall not be located within the side yard and rear yard setback areas of the zone in which the property is located, except: fences located on a rockery, retaining wall, or berm within a required setback area are permitted subject to the following requirements:*

- 8) Adjustment of Setbacks. Amend SMC21A.25.100 to allow up to a ~~35~~50% adjustment of street, side, and rear setbacks through the building permit (ministerial) process.

~~SMC 21A.25.100-Administrative~~ Adjustment of setbacks.

Exhibit 3

The purpose and intent of ~~administrative adjustment of setbacks~~ adjustments is to provide the flexibility to modify setbacks in all zoning districts at the ~~ministerial~~ administrative level. ~~Administrative adjustment of setbacks may modify setbacks established in this chapter;~~ Provided, that such modification shall not affect setbacks or other requirements established elsewhere in this title. Approval shall be based on a determination that the adjustment is consistent with the purpose and intent of this title.

SMC 21A.25.100(1). Process. Requests for administrative adjustment of setbacks shall be reviewed and approved concurrent with the related development application. The director may approve or recommend approval to the hearing examiner on an ~~administrative~~ adjustment of ~~setbacks standards~~ based upon the factors listed in subsection (3) of this section and as provided in subsection (4) of this section.

SMC 21A.25.100(4). ~~Residential and Commercial street setbacks established pursuant to this chapter may be reduced by up to 30 percent.~~ Residential street, side, and rear yard setbacks may be adjusted by up to 50 percent.

EXHIBIT 4

Phase I – Development Regulations Update
Legislative Process Roadmap

December 13, 2018	Planning Commission	Workshop on Phase I Development Regulations Update. <ul style="list-style-type: none"> • Framework / Overview of Phase I • Review work plan • Identify objectives
January 3, 2019	Planning Commission	Workshop on Phase I Development Regulations Update. <ul style="list-style-type: none"> • Review proposed code changes and select appropriate options
January 17, 2019	Planning Commission	Public Hearing and Commission Deliberations on Phase I Development Regulations Update.
February 4, 2019	City Council	Workshop on Phase I Development Regulations Update. Present Planning Commission Recommendations to the City Council.
February 5, 2019	City Council	Open Public Hearing on Phase I Development Regulations Update.
February 12, 2019	City Council	Workshop on Phase I Development Regulations Update. <ul style="list-style-type: none"> • Review proposed code changes and select appropriate options
February 19, 2019	City Council	Close Public Hearing on Phase I Development Regulations Update.
March 4, 2019	City Council	Final City Council Workshop / Deliberations on Phase I Development Regulations Update.
March 5, 2019	City Council	Phase I Development Regulations Ordinance Adoption.

Agenda Bill
 City Council Regular Meeting
 November 06, 2018



SUBJECT:	A continued Public Hearing to consider a Resolution to approve Sammamish Home Grown: A Plan for People, Housing, and Community.														
DATE SUBMITTED:	October 24, 2018														
DEPARTMENT:	Community Development														
NEEDED FROM COUNCIL:	<input type="checkbox"/> Action <input type="checkbox"/> Direction <input checked="" type="checkbox"/> Informational														
RECOMMENDATION:	Complete the Public Hearing and provide direction to staff on next steps for review and approval of Sammamish Home Grown - A Plan for People, Housing, and Community.														
EXHIBITS:	1. Exhibit 1 - Planning Commission Recommendation 2. Exhibit 2 - Sammamish Home Grown - A Plan for People, Housing, and Community 3. Exhibit 3 - Housing Strategy Update Presentation 09-04-2018 4. Exhibit 4 - Draft Resolution 5. Exhibit 5 - Q&A Matrix 6. Exhibit 6 - City Council Amendment Matrix														
BUDGET:	<table border="0"> <tr> <td>Total dollar amount</td> <td>N/A</td> <td><input type="checkbox"/></td> <td>Approved in budget</td> </tr> <tr> <td>Fund(s)</td> <td>N/A</td> <td><input type="checkbox"/></td> <td>Budget reallocation required</td> </tr> <tr> <td></td> <td></td> <td><input checked="" type="checkbox"/></td> <td>No budgetary impact</td> </tr> </table>			Total dollar amount	N/A	<input type="checkbox"/>	Approved in budget	Fund(s)	N/A	<input type="checkbox"/>	Budget reallocation required			<input checked="" type="checkbox"/>	No budgetary impact
Total dollar amount	N/A	<input type="checkbox"/>	Approved in budget												
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		<input checked="" type="checkbox"/>	No budgetary impact												
WORK PLAN FOCUS AREAS:	<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 & Engagement</td> <td><input checked="" type="checkbox"/> Community Livability</td> </tr> <tr> <td><input checked="" type="checkbox"/> High Performing Government</td> <td><input type="checkbox"/> Culture & Recreation</td> </tr> <tr> <td><input type="checkbox"/> Environmental Health & 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 checked="" 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				
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NEEDED FROM COUNCIL:
 A continued Public Hearing to consider a Resolution to approve Sammamish Home Grown: A Plan for People, Housing, and Community.

KEY FACTS AND INFORMATION SUMMARY:**Summary Statement**

The purpose of the 2018 Housing Strategy "Sammamish Home Grown" is to guide the implementation of the goals and policies adopted in the Housing Element of the 2015 Comprehensive Plan. Housing Element policy H.6.1 provides direction for the City to adopt a Housing Strategy to outline benchmarks, steps, and milestones for the implementation of this element. The Housing Strategy has not been updated since 2006. After the Housing Element was amended in 2016 to respond to a Growth Management Hearing Board compliance order, the City Council directed staff to commence work on updating the Housing Strategy.

The public process for Sammamish Home Grown began in September 2017, with the Planning Commission acting as the lead advisory body and the Human Services Commission providing additional input related to housing affordability and special needs housing. City staff and A Regional Coalition for Housing (ARCH) staff assisted these Commissions with developing a draft framework for the strategy utilizing existing planning documents as well as monitoring other planning efforts currently underway.

Public outreach and engagement in identifying Sammamish's housing needs and priorities were critical components in the drafting of Sammamish Home Grown. These efforts included an open-house event, a community-wide survey, a project website, a panel discussion hosted by the Planning Commission and stakeholder interviews and surveys. Additionally, Planning Commission meetings were held regularly to review specific elements of the strategy, allow staff to provide updates and solicit feedback on different components, and ultimately consider a recommendation to send to City Council. A summary of the final Planning Commission recommendation is included as Exhibit 1.

The Planning Commission draft of Sammamish Home Grown, included as Exhibit 2, is focused on prioritized strategies corresponding to each goal in the Housing Element. While many strategies were considered, the top strategies were selected and prioritized based on community input, timeliness, and anticipated effectiveness. Once finalized and approved by City Council, the top strategies in Sammamish Home Grown will be incorporated into current and future work programs for further evaluation and implementation as appropriate.

On [September 4, 2018](#), staff presented Sammamish Home Grown and the top strategies as recommended by the Planning Commission included for your reference as Exhibit 3. Shortly thereafter, City Council opened the Public Hearing on [September 18, 2018](#) to consider a Resolution included as Exhibit 4, approving Sammamish Home Grown and continued the Public Hearing to a date certain of November 6, 2018. On [October 9, 2018](#), City Council held a joint work session with the Planning Commission. During this meeting, the Planning Commission provided more details on the process that led to the selection of the top strategies. They also went into more detail on six of the prioritized strategies, elaborating on the vision for that priority, sharing why it should be a priority for Sammamish, and answering City Council questions.

Next Steps

Staff have compiled all questions received by City Council prior to the October 9, 2018 meeting into a Question & Answer Matrix included as Exhibit 5 and created a Proposed Amendment Matrix included

as Exhibit 6 to track proposed amendments to the Planning Commission's draft of Sammamish Home Grown.

After completing closing the Public Hearing on November 6, 2018, City Council will be asked to affirm their desire (mentioned during the October 9, 2018 meeting) to have another joint work session with the Planning Commission on December 3, 2018 to further discuss Sammamish Home Grown and/or the public comments received. Alternatively the City Council may choose to continue review on their own without further discussion with the Planning Commission or table the matter indefinitely.

FINANCIAL IMPACT:

N/A

OTHER ALTERNATIVES CONSIDERED:

N/A

RELATED CITY GOALS, POLICIES, AND MASTER PLANS:

The City's housing policy is mainly contained within the Housing Element of the Comprehensive Plan; however, housing policy is developed and implemented in multiple ways, including via the Sammamish Town Center Subarea Plan, the ARCH Housing Trust Fund, and others. Links to such documents are provided below:

1. [2015 Sammamish Comprehensive Plan](#)
2. [Housing Element of the Comprehensive Plan \(Volume I\)](#)
3. [Technical Background for the Housing Element of the Comprehensive Plan \(Volume II\)](#)
4. [Sammamish Town Center Documents](#)
5. [ARCH Website](#)



801 228th Avenue SE ■ Sammamish, WA 98075 ■ phone: 425-295-0500 ■ fax: 295-295-0600 ■ web: www.sammamish.us

Planning Commission

August 28, 2018

Dear Mayor Malchow and Members of the Sammamish City Council,

On behalf of the Planning Commission, we are pleased to forward to the City Council this recommendation on the adoption of the 2018 Housing Strategy Plan, Sammamish Home Grown. This plan guides the implementation of the goals and policies adopted in the Housing Element of the Comprehensive Plan. The purpose of the document is to help transform these policies into near-term strategies and prioritize those that seem most promising.

For the past year, Planning Commission with support from the Human Services Commission, has led the development of Sammamish Home Grown. This was a significant effort as we know how important this topic is for our city and its residents. Over the course of the past year the Commission has met ten times, spending over 20 hours, to learn about and discuss this topic. This included studying demographic and housing data for Sammamish as well as the surrounding region to identify housing needs in our community, listening to residents' and other key stakeholders' thoughts and comments and taking extra time to review additional data and conduct further outreach and research. All of this information was used to assist us in developing, refining and prioritizing the housing strategies you see included in Sammamish Home Grown.

Listening to the needs and priorities of our community members including local residents, educators, businesses, and service providers was a priority for us so we utilized a variety of methods in an effort to reach them:

Audience	Purpose	Outreach Method
Those who live and work in Sammamish	To better understand community perspectives and desires related to housing.	Community Survey
Residents and other Stakeholders	To provide an opportunity for people to further engage and learn more about the City's current housing supply, the City's goals and policies related to housing, and the purpose of a housing strategy plan.	Community Workshop
Local Public-School Staff	To understand how Sammamish's current housing market impacts local schools and gain an understanding of the housing needs of school staff who represent a large percentage of Sammamish's workforce.	Focus Group
Social & Human Service Providers, Local Businesses	To better understand the housing needs and priorities of current and potential future residents of Sammamish.	Online Surveys & Phone Interviews
Market-rate and Affordable Housing Developers	To see a variety of perspectives on the housing strategies being explored and get insights into what might be most effective in addressing the housing needs of Sammamish and our region.	Panel Discussion

We believe that the strategies we have chosen to prioritize help ensure that Sammamish continues to be a strong, vibrant, and attractive place to live and work now and in the future. We want our city to remain a desirable place where people want to live. During our deliberations, we discussed and considered many issues of importance to

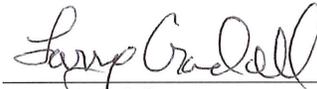
the City of Sammamish and the City Council, including transportation improvements and attractive and distinctive neighborhood character. We decided to develop Sammamish Home Grown based on the assumption that growth within Sammamish will continue and that the strategies proposed are intended to improve the outcome of that growth. We acknowledge that the implementation of many of the proposed strategies may necessitate future discussions related to transportation improvements and other long range planning projects.

As Sammamish residents who care deeply about our city and its residents, we unanimously agree that the document before you addresses many of the current needs in our community while laying a strong foundation for the future of our city. It is our hope that you evaluate the priority rankings of our top strategies and assist staff in developing a work plan and allocating resources to support the implementation of these strategies.

Thank you,


 Shanna Collins
 Chair, Planning Commission

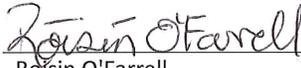
8-24-18
 Date


 Larry Crandall
 Vice Chair, Planning Commission

8/21/18
 Date


 Eric Brooks
 Planning Commissioner

8/23/18
 Date


 Roisin O'Farrell
 Planning Commissioner

8/21/18
 Date


 Jane Garrison
 Planning Commissioner

8/27/18
 Date


 Mark Baughman
 Planning Commissioner

8/23/2018
 Date

Rituja Indapure (e-signature)
 Rituja Indapure
 Planning Commissioner

8/21/2018
 Date



SAMMAMISH HOME GROWN

• • • • •
A PLAN FOR PEOPLE,
HOUSING, AND COMMUNITY



The 2018 Sammamish Housing Strategy
Planning Commission Recommended Draft September 4, 2018

Cover Images

Sammamish Neighborhood, City of Sammamish

SAMM Apartments by SeaLevel Properties, John G Wilbanks Photography, Inc

Sammamish Townhomes, Ichijo Technology Homes

Acknowledgments

Sammamish Home Grown: A Plan for People, Housing and Community has been made possible by many stakeholders, staff members, elected and appointed officials, and members of the public.

The Sammamish City Council adopted this plan on Date, 2018.

Sammamish City Council 2018

Christie Malchow, Mayor
 Karen Moran, Deputy Mayor
 Tom Hornish
 Jason Ritchie
 Chris Ross
 Pamela Stuart
 Ramiro Valderrama

Sammamish Planning Commission 2018

Shanna Collins, Chair
 Larry Crandall, Vice Chair
 Mark Baughman
 Eric Brooks
 Jane Garrison
 Rituja Indapure
 Roisin O'Farrell

Retired City Council 2017

Bob Keller
 Don Gerend
 Kathy Huckabay
 Tom Odell

Retired Planning Commission 2017

Matt Petrich
 Nancy Anderson

City of Sammamish

Larry Patterson, Interim City Manager
 Jeffrey Thomas, Director of Community Development
 David Pyle, Deputy Director of Community Development
 Kellye Hilde, Planning Manager
 Miryam Laytner, Management Analyst
 Jasvir Singh, GIS Technician
 Arthur Sullivan, Program Manager, ARCH
 Mike Stanger, Associate Planner, ARCH

Human Services Commission 2018

Tom Ehlers, Chair
 Larry Wright, Vice Chair
 Jodi Nishioka
 Nushina Mir
 Stanley Gunno
 CJ Kahler
 Joyce Bottenberg

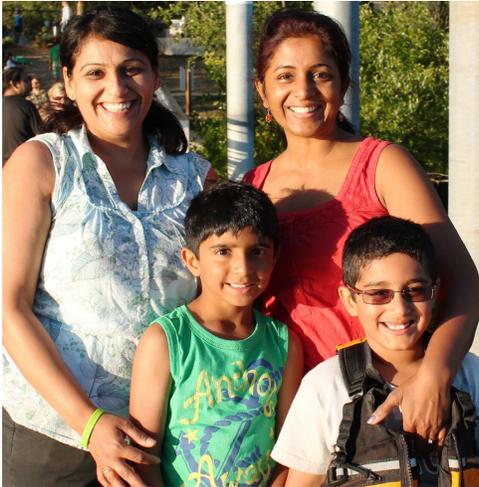
Former City of Sammamish Staff

Lyman Howard, City Manager
 Doug McIntyre, Senior Planner



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02	Housing Strategy Plan Function	2
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Appendix A	Commission Meeting Summary
Appendix B	Summary of Existing Local Housing Strategies
Appendix C	Housing Needs - Demographic, Economic and Housing Data
Appendix D	Stakeholder and Focus Group Summary
Appendix E	Community Survey
Appendix F	Community Feedback
Appendix G	Gap Analysis
Appendix H	Housing Strategy Matrix



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01 | Introduction

Housing supply and housing demand in the Puget Sound region have become issues at the forefront of regional concern. As the region continues to experience an unprecedented economic boom, the concerns over rising housing prices, availability of housing, and neighborhood character are emerging as issues in need of focused solutions at the local and regional levels.

Housing markets are not defined by city boundaries. In fact, Sammamish is generally considered part of a housing market area that includes 15 other east King County cities. These cities share many commonalities and the City of Sammamish consequently deals with similar issues as these other east King County cities. This is important because housing issues are better addressed from a regionally collaborative standpoint.

Agencies such as A Regional Coalition for Housing (ARCH) help coordinate regional collaboration to address a variety of housing issues for cities such as Sammamish. One tool that ARCH cities use is a Housing Strategy Plan, which helps to implement each city's housing policies by creating a short-term work program for City Councils to set housing priorities.

In March 2018, the Housing Strategy Plan was renamed to “Sammamish Home Grown: A Plan for People, Housing, and Community.” This name change was done to better reflect the goal the Plan. The Plan is not exclusively about households, housing types, or neighborhoods; the Plan encompasses all of these elements of housing and community throughout Sammamish. By using a comprehensive approach to all housing in Sammamish, the City's housing policies will help create a stronger, more vibrant community for many years to come.



02 | Housing Strategy Plan Function



The purpose and objective of Sammamish Home Grown is to guide the implementation of the goals and policies adopted in the Housing Element of the 2015 Sammamish Comprehensive Plan. The City of Sammamish's Housing Strategy Plan was last updated in 2006. An updated Housing Strategy Plan is needed to help the City implement the policies it adopted as part of the Housing Element of the Comprehensive Plan in 2015, later amended in 2016 to respond to a Growth Management Act (GMA) compliance challenge. In addition to the new policy framework, the updated housing strategy allows the City to further respond to more recent market trends and economic data.

Sammamish Home Grown serves as a work plan that helps the City transform policies into near-term actions and determine priorities for the preferred strategies. Sammamish Home Grown is not an action plan, nor is it a policy document in and of itself. Sammamish Home Grown identifies the strategies that align with the City's policies and address key housing gaps to consider for action in the short term.

The policy direction established in the Comprehensive Plan is broad and covers a 20-year time frame. The Plan's purpose is to set the scope of work for the next three to five years. Specific actions related to each strategy area will be determined based on more detailed study and analysis and include opportunities for more community input as each strategy is evaluated. In some cases, the outcome could result in maintaining the status quo.

03 | Policy Direction

The Goals and Policies outlined in the [2015 Sammamish Comprehensive Plan Housing Element](#) provide a framework for which the housing strategies are organized. Sammamish's Land Use and Housing Element establishes goals and policies to accommodate expected housing growth in the City, and the variety of housing necessary to accommodate a range of income levels, ages, and special needs. At the same time, the element seeks to preserve existing neighborhood character by including policies that will keep new development compatible.

Housing Element Goals



Neighborhood Vitality and Character

Promote safe, attractive, and vibrant residential and mixed-use neighborhoods. Encourage housing design that is sensitive to quality, design, and intensity within neighborhoods and with surrounding land uses. Land use policies and regulations should emphasize compatibility with existing neighborhood character. In areas where the existing character is in transition, new development should be designed to incorporate the qualities of well-designed neighborhoods.



Housing Supply and Variety

Ensure that Sammamish has a sufficient quantity and variety of housing to meet projected needs, preferences, and growth of the community.



Housing Affordability

Provide for a range of housing opportunities to address the needs of all economic segments of the community



Housing for People with Special Needs

Support a variety of housing opportunities to serve those with special needs.



Regional Collaboration

Actively participate and coordinate with other agencies in efforts to meet regional housing needs.



Monitoring

Implement Housing Element goals in a manner that is effective, efficient and transparent.

04 | Process and Public Engagement

The effort to update the City’s Housing Strategy Plan was launched in September 2017. The Sammamish Planning Commission acted as the lead advisory body and the Sammamish Human Services Commission provided additional input related to the housing categories of affordability and special needs housing.

City staff worked with ARCH to prepare for the Housing Strategy Plan planning process and also referred to City planning documents and efforts including the 2015 Comprehensive Plan, the Transportation Master Plan, the Town Center Plan and the Urban Forest Management Plan.

Open public Planning Commission meetings were regularly held to update the Commission on the progress of the project, garner feedback on certain issues, and ultimately recommend and approve the final product. Meetings with the Planning Commission and the Human Services Commission occurred during all stages of the planning process. Meetings with the City Council started after the Planning Commission completed its work and recommended a draft Plan to the City Council. A summary of Commission meetings can be found in [Appendix A](#).



Public outreach and engagement were critical components to the Housing Strategy Plan update effort. Staff sought input on housing needs and gaps as well as the community’s ideas related to specific efforts the City can undertake in the short-, medium-, and long-term to enhance our housing stock and address affordability issues. Efforts included, an open house event, a community-wide survey, development of a project website, as well as key stakeholder input through panel discussions, surveys, and interviews. See [Appendices D-F](#) for more details on input gathered.

[PLACEHOLDER – any necessary substance relating to City Council review]



05 | Plan Organization

The following sections of this plan identify the top strategies recommended by the Planning Commission and Human Services Commission ([Section 06 | General Themes](#) and [Section 07 | Top Strategies](#)). The General Theme section provides some context based on Commission work session public meetings and input from the Community Survey, focus groups, and stakeholder interviews on the top strategies identified.

In both sections, Housing Strategies are grouped by the following key themes:

- Neighborhood Vitality and Character
- Housing Supply and Variety
- Housing Affordability
- Housing for People with Special Needs
- Regional Collaboration

In order to build a user-friendly strategy plan, the top ranked strategies for each theme are excerpted and shown in [Section 07](#). The full strategies matrix is included in this Plan as [Appendix H](#) and exhibits all high-, medium-, and low-priority strategies.

The remaining sections of the Housing Strategy Plan provide more insight into the elements that informed the selection of the top strategies as well as how those strategies relate to current housing efforts.



06 | General Themes

In the Community Survey ([Appendix E](#)) over 60% of respondents indicated a desire for a range of housing options for households at all stages of life. What is less clear from the survey is exactly what shape and affordability that housing should come in, with different levels of support for different ideas. There was more consensus, however, on how it should be done. Most notably, that in the future, housing should protect critical environmental features, preserve character of existing community, and to a lesser degree, employ a diversity of architecture. Following are additional observations for each of the five categories of housing strategies that helped shaped the Planning Commission's development of priority strategies in Sammamish Home Grown - A Plan for People, Housing and Community.



A. HOUSING THEME - NEIGHBORHOOD VITALITY AND CHARACTER

In the Community Survey over two-thirds of respondents did not feel that new housing was well-designed and fit with the character of the neighborhood. The Commission heard this perspective and spent time thinking about how to address it. They explored ideas such as including design standards that require better integration of new homes/development into existing neighborhoods. Other thoughts that should be explored to inform strategies in this area include:

- Neighborhood character is influenced by our roadways and pedestrian systems. We should evaluate how design of homes along streets, especially arterials, impacts neighborhood character. We should look at how street design

can incorporate artwork and reinforce community character and how sidewalks and trails can weave around trees and ponds. We can also create trails that connect different parts of the City.

- While being budget-driven, infrastructure can also impact and augment neighborhood vitality and character. For example, changes to small infrastructure features (e.g. signage, street lights) and public art can give an identity to a neighborhood and bring a community together while replacing aging infrastructure.
- Sub-area plans provide an opportunity for implementing various housing strategies, especially those related to neighborhood vitality and character. The City has considered subarea plans for its centers (Inglewood, Pine Lake and Klahanie). Consideration should be given to doing plans for other neighborhoods as well. Sub-area plans provide an opportunity to focus on the broader community (e.g. parks, greens spaces, accessibility to services, and safe sidewalks), and go beyond strategies that focus just on features of individual properties (setbacks, architectural features). While sub-area plans offer the opportunity to plan on a neighborhood scale, the plans should also complement one another so that they collectively contribute to the overall sense of place in Sammamish.
- A focus on sub-area plans will allow the City to continually assess its approach to growth, with a particular emphasis on Town Center and the density allowed by the current zoning, as well as housing balance and densities outside of Town Center. Sub-area plans should be reevaluated on a regular basis to synchronize with the eight-year periodic Comprehensive Plan update to ensure effective timing, taking into account present and future housing needs and

General Themes

striving for community and environmental health.

- While not a significant issue currently, the increasing age of the City's housing over time is worthy of ongoing consideration. Just under 20% of the City's housing was built before 1980, and another 50% was built between 1980 and 2000. Aging housing supply creates both opportunities (ability to preserve some relatively affordable housing) and challenges (deferred maintenance impacting neighborhood stability). This is a topic that will only grow in the future and some strategies are intended to address the challenges and opportunities of aging housing.



B. HOUSING THEME - HOUSING SUPPLY AND VARIETY

Strategies related to increasing overall housing supply and variety were framed by information and various data on our existing community:

- The changes to the demographics of the community and households in the community meant there are more diverse types of households such as empty nesters, multi-generational families, people with disabilities, and single parent households. There are few housing options available currently in Sammamish to address the range of needs households experience over time. Also with growing housing costs, it is more difficult for young families, single individuals and young adults to become part of the community.
- The relatively low proportion of teachers and school staff, City staff, and local retail workers in Sammamish who live in the City. These jobs are vital to the quality of life in Sammamish. Employers report that many of their employees have difficult commutes that frequently lead to turnover.
- The Community Survey reinforced some of these demographic changes and a desire to address these needs. Under existing conditions, the majority of respondents indicated there are few housing opportunities for families, especially younger households; affordable housing options are hard to come by; and there is a lack of small housing in neighborhoods. In terms of visions for the future, two of the strongest responses included providing a range of housing options for households at all stages of life, and providing a range of opportunities to age in place, either in existing homes or in the community.

Focused on this background information, a variety of themes emerged that should be considered as work continues on strategies that address the supply and variety of housing in the City.

- While there are more obvious areas of need (e.g. seniors, persons with disabilities, and people experiencing homelessness), there are also market gaps for other types of households, including moderate- and middle-income families, smaller families (e.g. single-parent households), and multi-generational families. An overall objective is to have housing options that provide the ability to move through life, from responding to the needs of young adults through addressing the needs of empty nesters.

General Themes

- What may constitute “all stages of life” might be somewhat different in Sammamish than other cities. Ongoing efforts should include consulting with realtors, community agencies and others to understand the needs and market demands in Sammamish. New forms of housing should be tracked to assess their level of demand (such as the two new projects in Town Center that have a relatively high proportion of one-bedroom and studio units). This will help to understand if, for example, Sammamish has a low proportion of young single households due to a lack of appropriate housing, or due to other factors like limited amenities and access to frequent public transportation.
- It is important to have housing options for people who live in the community but who do not have high disposable incomes. This will allow seniors who want to remain with their friends, social networks, and community to stay here. One component of this is providing support, through public and community programs, to middle- and low-income households who do not have money to repair their homes.
- One tool for creating housing diversity is re-zoning. There is an opportunity for the City to create a process that ties re-zoning to the demonstration of a clear and compelling need and public benefit (in addition to locational criteria).
- The City has a small proportion of multi-family housing that is relatively expensive compared to county-wide rents. It is acknowledged that multi-family housing (rental and ownership) is a way to address some of the community’s housing gap areas. A greater diversity of housing, including rental and ownership multi-family housing, could provide housing types that could assist in recruiting and retaining high quality teachers and other employees supporting Sammamish residents. The City should continue to evaluate and seek opportunities to balance the available housing types with the needs of the community.
- The concept of clustering residential development as a means of protecting environmentally sensitive areas could provide innovative opportunities for housing variety while also respecting the environment.
- Not all options will be suitable in all locations. The City may need to consider features such as location near or on arterials, or in sensitive or hazards areas (e.g. creeks or drainage areas). Availability of transit could be another consideration. The sub-area planning process provides an opportunity to consider different forms of housing on a neighborhood scale.
- Some efforts to increase diversity could also help address needs for moderate- and middle-income households (e.g. accessory dwelling units, tiny homes, cottages).

C. HOUSING THEME - HOUSING AFFORDABILITY

- Of the questions related to current conditions in Sammamish In the Community Survey, the strongest response was that affordable housing options are hard to come by.



General Themes

- One area of apparent need is more affordable forms of ownership housing for moderate- and middle-income households. This was reinforced in conversations with the local school district relative to recruiting and retaining employees. While the needs of very low-income households were not prioritized in the community survey, both social service providers and local businesses highlighted the need for rental and ownership options for low- and very low-income households that were located near public transportation.
- As the City moves forward it should continue to refer to demographic information and talk with local organizations and low-income residents regarding local needs for affordable housing to help shape local efforts.
- The Housing Diversity section of the Community Survey mentioned the needs of aging residents. Many seniors do not have high disposable incomes, thus serving the needs of seniors is also a housing affordability issue. As was mentioned previously, the future housing goals that received one of the highest responses in the Community Survey is that there are opportunities to “age in place”. Other populations with special needs also often have limited incomes and thus housing affordability challenges.
- Affordable housing and economic diversity should be increased and dispersed throughout the City with affordable housing integrated into the community as much as possible.
- It is important to support middle- and low-income families who do not have money to repair their homes.
- The City should move expeditiously to create affordable housing opportunities. Efforts could include increasing inclusionary and incentive zoning provisions (i.e. requirements or incentives for developers to include affordable housing within their projects), while finding some opportunities for very low-income households (30% AMI).

D. HOUSING THEME - HOUSING FOR PEOPLE WITH SPECIAL NEEDS

As the City matures there could be shifts in the City’s population and demographics, including those households which may have special housing needs. Housing for people with special needs generally refers to people or households which need some type of assistance in addition to their housing.

The proportion of City residents over the age of 55 is still lower than other cities in East King County, but it increased from 11% to 17% from 2000 to 2010. Homeless students in East King County schools increased from just under 500 students in 2007 to almost 800 in 2013, with about 380 homeless students in the Issaquah and Lake Washington School Districts. Currently the City has less than 100 residents living in group homes, a rate less than a third of other cities in East King County. These circumstances suggest more attention needs to be paid to housing appropriate for people with special needs.



- Previous sections have already identified the value of providing options to allow seniors to age in their home or community. To do this, a range of housing options are needed, including affordable housing options that allow residents to downsize and congregate housing options.

General Themes

- Housing for people with special needs, particularly those living with disabilities and those experiencing homelessness, should also be prioritized, with options beyond group homes explored. The Zoning Code should be reviewed to ensure it allows various options through reasonable accommodation or other means.
- It is important to support the special needs community, including the homeless, in a variety of ways. Efforts to engage the broader community to provide forms of support beyond monetary donations could help build personal connections among neighbors and build a sense of community among all of Sammamish's residents.
- There are City residents in need of special needs housing. For example, Friends of Youth serves young adults experiencing homelessness in Sammamish who currently have very few options to stay in Sammamish while they get back on their feet. Many of the organizations that provide services and housing to those with special needs (homeless, persons with developmental disabilities) work throughout East King County. Local efforts should complement broader regional efforts and support should be provided for opportunities located in neighboring cities as well as in Sammamish.

E. HOUSING THEME - REGIONAL COLLABORATION

While the City undertakes a variety of efforts to address the type, design, variety and affordability of housing within the City, there are also external regional factors to consider. Sammamish is part of a larger housing market area that is impacted by a variety of factors. For example, the regional employment market significantly impacts demand for housing within the City. Given this reality, it is in the City's best interest to participate in broader efforts when there are issues and policies that could impact housing conditions and address needs of residents in Sammamish. These efforts can range from supporting federal and state legislation that provides a wider range of tools for the City to utilize; to creating resources that can supplement local resources to address local needs, especially for affordable housing; to participating in regional joint planning efforts to address housing needs and the needs of those experiencing homelessness.

07 | Top Strategies

This section contains summaries of strategies identified by elected and appointed officials as high-priority strategies that will enhance the usability and implementation of Sammamish Home Grown. These summaries have been excerpted from the Housing Strategy Matrix ([Appendix H](#)) which contains all housing strategies, with examples and considerations for each, as well as other information about the intent of each strategy. [Appendix H](#) represents the full implementation plan for the Housing Element of the Sammamish Comprehensive Plan and provides a more robust understanding of the Housing Strategy Plan.

The summary is shown on the following pages in Table 1: Top Strategies and are grouped by Housing Theme.

Top strategies were selected by the Planning and Human Services Commissions after extensive research and discussion. Over the course of several months, Commission meetings were spent reviewing data and information on housing gaps, existing housing strategies, and other relevant topics. After this, the Planning Commission and Human Services Commission began substantive discussions on housing strategies before providing detailed input on the strategies and their relative importance for inclusion in Sammamish Home Grown. Staff used this input to re-order strategies to reflect the priorities that Commissioners identified.

Once strategies were re-ordered, Planning Commissioners were briefed on key stakeholder input from builders and affordable housing developers, local schools, social and human service providers, and local businesses. Commissioners also received public testimony through a public hearing. Following this they held further discussion to come to consensus on the preferred priorities amongst the strategies in each housing category. Commissioners felt that each housing category necessitated an identification of the top three most important strategies for implementation; these are reflected in the Top Strategies below.



Top Strategies

TABLE 1: TOP STRATEGIES (Refer to Appendix H for the full Housing Strategy Matrix with examples)	
A. Housing Theme - Neighborhood Vitality and Character	
A.1	Community Design Standards - Develop community design standards to reflect the desired characteristics of each neighborhood planning area or designated community center.
A.2	Sub-Area Plans - Develop Sub-Area Plans for central neighborhoods (i.e. the Inglewood, Pine Lake and Klahanie Centers), as well as other neighborhoods.
A.3	Subdivision Code Update
B. Housing Theme - Housing Supply and Variety	
B.1	Incentives to Expand Housing Choice - Provide incentives for diverse housing opportunities that meet community needs.
B.2	ADUs - Track production of ADUs and evaluate effectiveness of land use regulations in encouraging production while balancing maintaining neighborhood compatibility. Explore other actions for encouraging additional creation.
B.3	Mixed-Use Design Standards - Develop mixed use design standards and development regulations in City centers, including Inglewood, Pine Lake and the Town Center planning area.
B.4	Transit Oriented Housing Development - Consider potential sites and appropriateness of land use regulations that could allow for Transit Oriented Housing Development near existing or planned transportation facilities.
C. Housing Theme - Housing Affordability	
Regulatory	
C.1	Dispersed Affordable Housing - Ensure that affordable housing is dispersed throughout the community through zoning and sub-area planning.
C.2	Criteria for Rezones Requiring Affordable Housing - Establish standards and criteria for rezones to require the provision of affordable housing on- or off-site. Criteria to include clear and compelling need and public benefit.
C.3	Zoning to Allow Range of Housing Affordability - Establish a range of residential densities to meet community housing needs and consider compatibility with the character of the City.

Top Strategies

Direct Assistance	
C.6	ARCH Housing Trust Fund - Participate in local, inter-jurisdictional programs, such as the ARCH Housing Trust Fund, to coordinate and distribute funding of affordable and special needs housing.
C.7	Public Land Survey - Develop and maintain an inventory of surplus and underutilized public lands. Review survey to determine if such lands are suitable for housing and other public uses.
C.8	Support the Preservation of Existing Affordable Housing - Identify the most strategic opportunities for preserving existing properties, e.g. location, condition, bank-owned, growth areas.
D. Housing Theme - Housing for People with Special Needs	
D.1	Accessibility - Encourage Universal Design features that improve housing accessibility for people with disabilities.
D.2	Senior Housing - Review senior housing land use regulations. Ensure that regulations support senior housing and recognize smaller household sizes.
D.3	Support organizations serving those with special housing needs.
E. Housing Theme - Regional Collaboration	
E.1	Federal and State Housing Legislation Review, and as appropriate, provide comment on county, state and federal legislation affecting housing in Sammamish.
E.2	Housing Balance - Work cooperatively with other jurisdictions to achieve a regional fair share housing balance and maximize housing resources, e.g. ARCH.
E.3	Regional Housing Finance Strategy - Work with other jurisdictions to develop and implement a new regional housing finance strategy.

08 | Monitoring Activities

One benefit of Sammamish Home Grown is to assist the City in preparation for the next periodic Comprehensive Plan update, due in 2023. There are a number of strategies that do not directly result in the creation of housing. These strategies generally fall into the area of monitoring local efforts to understand local needs, track what's being done, and evaluate the effectiveness of specific strategies.

Monitoring also helps inform future planning efforts. It often requires some level of ongoing effort in order to identify changes in local conditions and to assess the impact of different strategies that were implemented. "Monitoring" efforts have been listed separately from the other strategies and they are grouped into three categories:



- General monitoring: Includes efforts to track general housing supply and costs (affordability).
- Previous City efforts monitoring: Involves City policies or regulations in place that should be monitored to assess whether they are accomplishing their intended results (e.g. City's update to zoning code and permit process).
- Specific issues monitoring: Includes tracking items that are not currently significant issues in the City, but have been significant in other cities and could become more prominent (e.g., regulating micro-apartments or conversions of single-family homes to student rentals).

Table 2 lists specific monitoring suggestions for each of these areas. An explicit effort to predefine annual monitoring and data collection activities is recommended. Assessment of these efforts is necessary to ensure that adequate information is available to determine the effectiveness of the City's efforts.



Monitoring Activities

TABLE 2: MONITORING		Policy No.
MONITORING ACTIVITIES – GENERAL		
Routine, on-going data collection and reporting for planning purposes, program evaluation, etc.		
	Monitor the City’s housing supply, type and affordability including measurable progress toward meeting a significant share of the county-wide need for affordable housing for very low-, low-, and moderate-income households.	H.6.3
	• Evaluate and report on how the goals and policies of this Housing Element are being achieved.	H.6.4
	Regional Land and Housing Monitoring - Collect housing information on a regular basis needed for regional Benchmarks, Buildable Lands and OFM housing reports.	H2.1
	Regional Benchmarks. Work with other jurisdictions to develop regional benchmarks and, as needed, collect information for regional benchmarks.	H.6.2
	Housing Strategy Plan - Prepare a Housing Strategy Plan to develop strategies to address low and moderate income housing targets consistent with the County-wide policies. Update every three years.	H.6.1
MONITORING ACTIVITIES – PREVIOUS EFFORTS		
Gathering information to evaluate effectiveness of recently adopted regulations, recently funded programs, etc.		
	Impact Fee Reductions - (Examples may include permit fees, impact fees, hook-up fees. Evaluate which fees and if done programmatically or case-by-case).	H.3.4
	Innovative Housing Development - Review effectiveness of housing regulations and approval process to allow/encourage a variety of housing types to meet community housing need. Innovative housing types may include: Accessory units; small lot SF; attached SF; carriage houses or cottages; townhouses; mixed-use residential; multiplexes (“great-house” that resembles a SF dwelling unit); and transit-oriented housing development. If a need is determined, consider incentives and programs to encourage	H.2.4, H.2.5, H.2.6, H.2.7
	Manufactured Housing - Allow manufactured housing in all residential zones consistent with Senate Bill 6593 requiring local governments to regulate manufactured housing in the same manner as other housing.	H.2.7
	Housing Supply - Monitor development and evaluate the affects new regulations and/or rezones may have on the housing supply/land capacity, and the community vision. Monitor progress in meeting housing needs and report to City Council.	H.2.3, H.6.3
	Fair Housing Act Consistency - Review group homes standards for consistency with the Federal Fair Housing Act. Ensure codes provide opportunities for special needs housing, including emergency housing, transitional housing, assisted living, independent living, family based living and institutions.	H.2.11, H.4.3

Monitoring Activities

MONITORING ACTIVITIES – POTENTIAL EMERGING ISSUES	
Tracking issues for potential future action.	
Single Family Neighborhoods - Monitor zoning guidelines and development to ensure single-family dwellings are the principal use in the City's established single family neighborhoods.	LU.1.1
Infrastructure Improvements - Monitor infrastructure improvements and maintenance in residential neighborhoods consistent with City's capital Facilities and subarea plans.	H.6.1
Inventory older neighborhoods for redevelopment at higher densities and with greater affordability.	



09 | Housing Needs

In order to craft effective strategies, it was imperative to understand the housing needs relative to the demand and supply for housing in Sammamish. The housing data for Sammamish led to an identification of the housing gaps in Sammamish for both household types and housing types ([Appendix G](#)). Outlining the housing gaps helped Sammamish's elected and appointed officials rank, prioritize, and revise the proposed strategies.

Currently, the majority of housing stock in Sammamish is comprised of single-family detached units with 3-4 bedrooms that are only affordable to those with household incomes over 100% of the Area Median Income (AMI). Data shows that housing needs in Sammamish for very low-, low-, moderate- and middle-income households are significant regardless of household type. Housing cost burden (when a household pays 30% or more of their income for housing) impacts a large number of Sammamish households, especially those that have family members who are disabled and those with lower incomes.



Most Sammamish residents commute to jobs located outside the City. The limited affordable housing stock combined with the fact that the majority of jobs available in Sammamish are service jobs that are lower paying, means that most people working in Sammamish struggle to afford to live in the City. This situation impacts the quality of life of all Sammamish residents because, among other things, it impacts local and regional congestion. Please see [Appendices C-F](#) for more background information on Sammamish's housing needs.

Based on the data, the following gaps were identified in the City's supply of the following housing types:

- Single-family detached housing and single-family attached housing (townhomes, duplexes and condos) affordable to very low-, low-, and moderate-income households.
- Multi-family rental housing affordable for very low-, low-, and moderate-income households.
- Senior housing for all income levels.
- Homes under 1,000 square feet for all income levels.
- Transit oriented housing for all income levels.
- Housing walkable to services and employment for all income levels.
- Emergency shelters for all income levels.
- Group homes for all income levels.

Housing Needs

- College student housing for all income levels.

While the Sammamish Planning Commission and the Sammamish Human Services Commission identified many unmet housing needs, they prioritized single-family attached and multi-family rental housing for all income levels as well as senior housing. Additionally, they saw a need for emergency shelter and group homes for all income levels.

In regards to housing gaps related to household types, the following gaps were identified:

- People living alone that are very low-, low-, moderate-, and middle-income including young adults and other singles.
- Couples without children that are very low-, low-, and moderate-income including empty-nesters and other couples.
- Couples with children that are very low-, low-, and moderate-income including small families and large families.
- Single parent households that are very low-, low-, and moderate-income.
- Seniors (in one- or two-person households) that are very low-, low-, moderate-, and middle-income.
- Extended, multi-generational families that are very low-, low-, and moderate-income.
- Unrelated roommates that are very low-, low-, and moderate-income.
- People with disabilities that need on-site services of all income levels.
- People experiencing homelessness of all income levels.

The Sammamish Planning Commission and the Sammamish Human Services Commission prioritized senior households, couples with children, single parent households and people experiencing homelessness for all income levels. They also saw significant housing needs for couples without children and people with disabilities that need on-site services also both at all income levels.

Please see [Appendix G](#) for the summary of the Housing Gaps Analysis conducted.

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Appendix A | Commission Meeting Summary

PLANNING COMMISSION MEETINGS

September 6, 2017 - Project Kick-off

Staff walked the Planning Commission through the basic purpose of a Housing Strategy Plan, including some of the elements of the City's existing Housing Strategy Plan from 2006, as well as the Commission's role in the update of the Housing Strategy Plan. Commissioners also gained an understanding of Sammamish housing policy and the planning framework and how those affect the housing supply.

December 7, 2017 – Work Session #1

The Planning Commission took the next step in understanding the Housing Strategy Plan at the first work session. There was a heavier focus on data about Sammamish's housing needs and characteristics. Furthermore, specific information was provided to the Planning Commission regarding strategies that are in the current Housing Strategy Plan and strategies that other local jurisdictions use. Planning Commission learned about how staff transforms housing policy into actionable strategies that can be implemented in the short term.

January 18, 2018 - Work Session #2

The Planning Commission provided direction on the types and amount of data that was desired for future work sessions to help facilitate substantive conversations on housing strategies. They also provided input on the outreach strategy and the plan to synthesize public input to transform community desires into strategies that can be implemented in the short term or studied for future implementation.

February 1, 2018 – Work Session #3

Staff compiled and presented data for the City of Sammamish in the context of the larger region, including King County and east King County. This demographic and housing data allowed the Planning Commission to better understand Sammamish's current characteristics and housing supply in preparation for analyzing the gaps that exist between the current housing supply and the community need for housing.

March 1, 2018 – Work Session #4

ARCH presented an overview of the housing strategies included in the City's 2006 Housing Strategy Plan and discussed how those strategies have been used and could still be used in Sammamish. Following the presentation by ARCH, the Planning Commission began discussing potential key housing gaps in Sammamish.

June 7, 2018 – Work Session #5

Housing industry professionals provided the Planning Commission with an industry perspective (via a Question and Answer Panel format) for the Planning Commission to consider as Commissioners continue to discuss and deliberate housing strategies. The goal for this work session was for Commissioners to better understand the real world context in which these strategies get implemented.

July 5, 2018 – Public Hearing and Deliberation

Appendix A | Commission Meeting Summary

The Planning Commission received input on stakeholder focus groups that were held between the June 7th and July 5th Planning Commission meetings. Commissioners also learned about the revisions that Staff made to the housing strategies matrix (Exhibit 1) in response to input received in previous meetings. The July 5th meeting was also the first opportunity for the Planning Commission to review a draft plan (Exhibit 2). The Commission also took public testimony regarding the draft Plan, housing strategies, and Comprehensive Plan Amendment for consideration in deliberations prior to a formal recommendation to the City Council.

July 19, 2018 – Deliberation and Recommendation

The Planning Commission continued deliberations on Sammamish Home Grown, discussing strategies, examples, and their priorities. Commissioners each had the opportunity to provide feedback and then propose amendments to the Plan and the strategies matrix. Following deliberations and amendments, the Commission voted 6:0 to recommend the amended version of Sammamish Home Grown - A Plan for People, Housing, and Community to City Council for adoption.

HUMAN SERVICES COMMISSION MEETINGS

March 14, 2018 – Work Session #1

Staff from ARCH presented a brief overview of housing data and helped the Human Services Commission understand the framework within which the City conducts its planning efforts. These were the first steps in helping the Commission prepare to discuss potential key housing gaps in Sammamish so that they could provide input on housing affordability and special needs housing strategies.

April 11, 2018 – Work Session #2

Commissioners discussed housing gaps building on the exercise conducted at the Joint Planning and Human Services Commission Meeting Work Session to ensure full participation of all Commissioners. Staff also provided a review of the housing strategies included in the City's 2006 Housing Strategy Plan and discussed how those strategies have been used and could still be used in Sammamish.

May 9, 2018 – Work Session #3

Commissioners reviewed the list of potential housing strategies, focusing on those related to housing affordability and special needs housing and discussed how those strategies have been used or could be used in Sammamish. The Human Services Commission also reviewed the full results of the housing gap exercise from the previous work session in preparation for the upcoming Joint Planning Work Session.

JOINT PLANNING COMMISSION AND HUMAN SERVICES COMMISSION MEETINGS

April 5, 2018 – Work Session #1

Commissioners participated in a housing gaps exercise to identify areas that should be focused on in the development of Sammamish Home Grown. Following the exercise, Commissioners participated in a discussion on housing strategies that the City can use to address housing gaps throughout Sammamish. The discussion was a preliminary step toward the identification of strategies that will be included in Sammamish Home Grown.

Appendix A | Commission Meeting Summary

May 24, 2018 – Work Session #2

Commissioners provided detailed input on the strategies and their relative importance for inclusion in Sammamish Home Grown. This input was provided to staff so that they could re-order the strategies to reflect the priorities identified and then shared with Housing Industry Panelists who were attending the Planning Commission Work Session in June.

CITY COUNCIL MEETINGS

September 4, 2018 – Work Session #1

(Placeholder)

September 18, 2018 – Work Session #2

(Placeholder)

October 2, 2018 – Deliberation

(Placeholder)

October 16, 2018 – Adoption

(Placeholder)

Appendix B | Summary of Existing Local Housing Strategies

Since approving the 2006 Strategy Plan, the City has taken action in a number of areas, including:

Types, Variety, and Amount of Housing:

- **Town Center.** The City's 2008 Town Center Plan calls for up to 2,000 dwelling units to promote development of housing that may not otherwise be built in the City, through a mixture of multi-family units in mixed-use and stand-alone structures, townhouses, cottages, and detached single-family dwellings. The Town Center Code (Title 21B SMC) allows more homes and a wider variety of housing types in the Town Center. Moreover, these homes will have convenient walking access to shopping, open space, and transit.
- **Transfer of Development Rights (TDR) incentives.** As another catalyzing mechanism in the Town Center, the City amended its code to enable developers to build more housing units by purchasing development rights from property owners located in four low-density residential zones of the City.
- **Low-impact development (LID) incentives.** The City now rewards developments that use one or more of the preferred techniques for reducing the environmental impacts of new residential development. The incentives include density bonuses and the allowance of attached housing.
- **Accessory dwelling units (ADUs).** The City has adopted regulations allowing ADUs, and in 2011 amended the code to allow attached ADUs on any sized lot and to waive additional off-street parking requirements.
- **Townhomes and apartments** are allowed in all zones. Additionally, to promote the development of housing in proximity to shopping and services, limited commercial uses are allowed in multi-family zones.
- **Duplex homes.** Duplexes are now allowed in all residential zones except R-1(subject to design standards).
- **Cottage housing.** The City has approved two projects under a pilot program for cottage housing in the R-4 and R-6 zones.
- **Manufactured housing.** Consistent with state law, the City allows manufactured (i.e., factory-built) homes in all residential zones and otherwise regulates them in the same manner as other housing.

Housing Affordability:

- **Town Center.** The Town Center Code ensures that at least ten percent of new housing units in the Center will be affordable to moderate-income households (or fewer, if the units are even more affordable). In exchange, developers have more options with respect to building types, height, and density. In addition, developments may receive two bonus market-rate units for each affordable unit provided above the required ten percent.
- **Surplus land.** In 2011, the City Council approved the transfer of City property (the former Lamb house) to Habitat for Humanity to provide long-term affordable home ownership for low- and moderate-income families.
- **Duplex homes.** Duplexes that satisfy conditions for affordable housing will count as one-half of a dwelling unit for purposes of density regulation.
- **Impact fee waivers.** City impact fee provisions include waivers of school impact fees for low- and moderate-income housing, and partial waivers for road and park impact fees (depending on levels of affordability and size of project).

Appendix B | Summary of Existing Local Housing Strategies

- ARCH Trust Fund. The City has provided approximately \$300,000 to support a variety of low- and moderate-income housing projects throughout East King County.

Special Needs Housing:

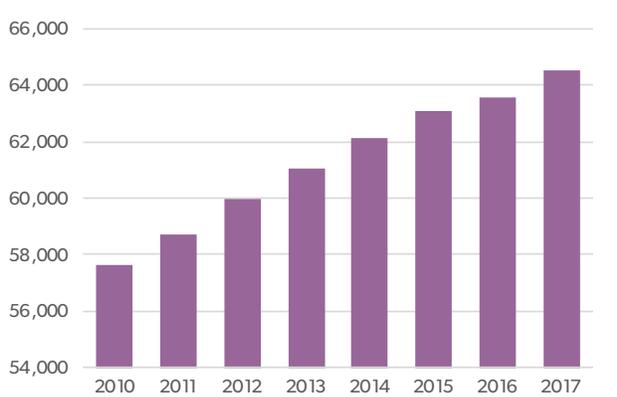
- Group Residences. Group homes are allowed as-of-right in medium-density residential zones and as part of mixed-use development in commercial zones, as well as a conditional use in low-density residential zones.

Appendix C | Housing Needs

People - Demographic Data

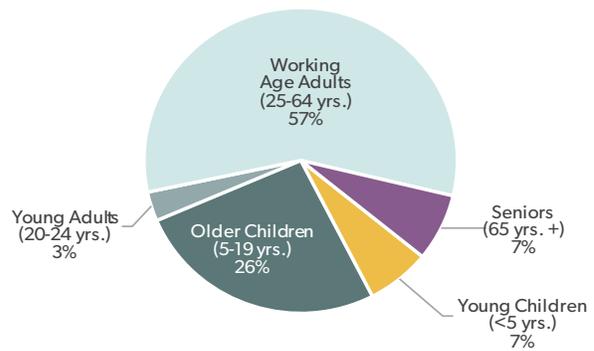
The below data was the most instrumental in the Housing Strategy Plan. More detailed and historical housing and demographic data are included in the East King County Housing Analysis, which is part of the 2015 Sammamish Comprehensive Plan.

Sammamish Population Estimates



Source: American FactFinder

Sammamish Age Estimates

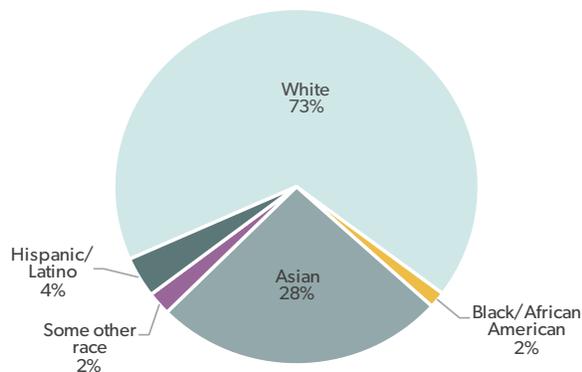


Source: American FactFinder

In 2017, Sammamish had an estimated population of 64,548.

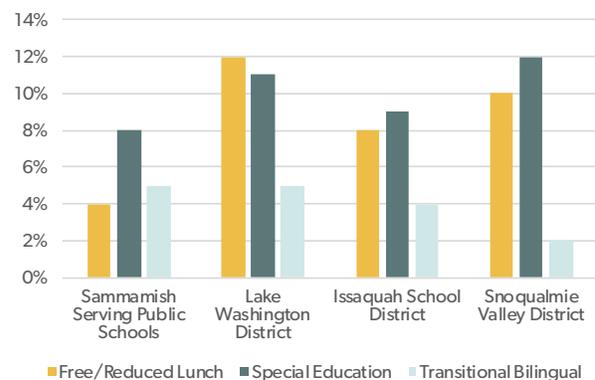
The population of Sammamish is estimated to have increased 12% since 2010. Additionally, 25% of area residents are foreign born, compared to 10% in 2000. Children under the age of 18 years make up approximately 31% of Sammamish's population.

Race & Ethnicity of Sammamish Residents



Source: American FactFinder

Public School Demographics

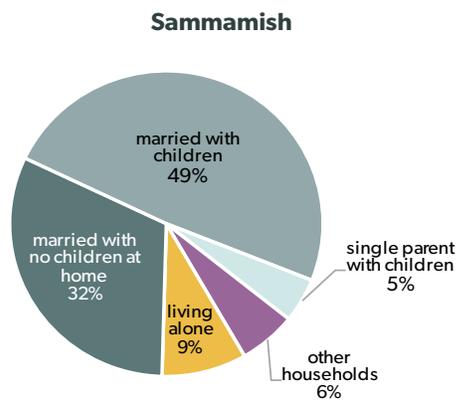


Source: Office Superintendent of Public Instruction Washington State Report Card, 2016-17

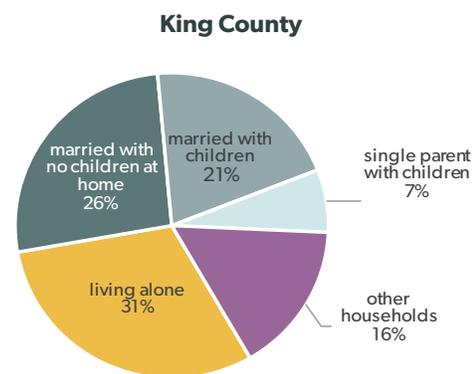
Appendix C | Housing Needs

People - Demographic Data

Household Types



Source: American Community Survey, 2015



Source: American Community Survey, 2015

One & two person households make up 40% of Sammamish households, but represent 65% of households county-wide.

While Sammamish differs from the rest of King County in terms of household type, as residents age and children move out, Sammamish household types will shift to become more reflective of King County's.

Other Household Characteristics By Income

	Sammamish Total Households	Sammamish Renters			King County Total Households
		Total	Very Low-Income	Low-Income	
Households	15,000	1,600	195	64	796,600
More than 1 family	1%	1%	0%	0%	2%
Child 6 yrs. or younger	26%	35%	13%	58%	15%
Person with a disability	17%	22%	35%	0%	29%
Small families	75%	59%	49%	66%	62%
Large families	11%	4%	8%	0%	6%
Elderly households	12%	8%	33%	0%	20%

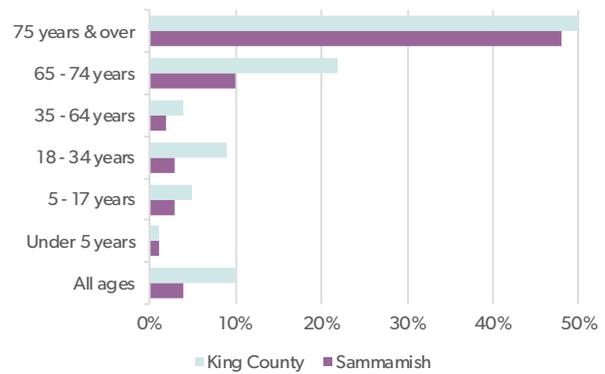
Source: U.S. Dept. of Housing & Urban Development, Comprehensive Housing Affordability Strategy, 2012

Appendix C | Housing Needs

People - Demographic Data

Disabilities included in the chart to the right include cognitive, vision, hearing and mobility impairments.

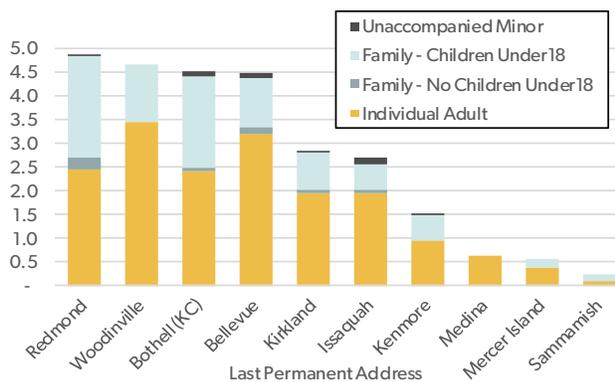
Population with Disabilities



Source: American Community Survey, 2016

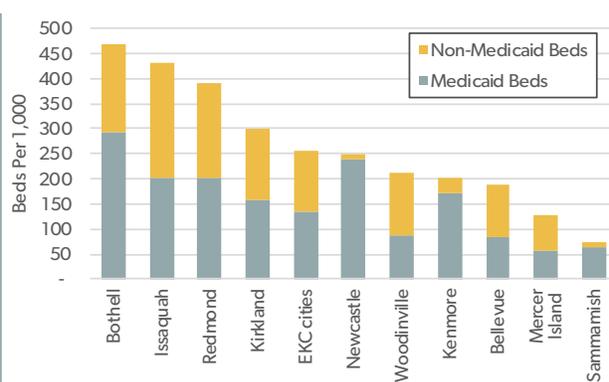
39% of Sammamish households that have a family member with a disability are cost burdened (paying more than 30% of their income for housing) compared to 28% of all Sammamish households.

People Entering the King County Homeless System in 2016, per 1,000 Residents



Source: King County Homelessness Information Management System, 2017

Licensed Assisted Living, Nursing Homes & Adult Family Homes



Source: Washington Department of Social & Human Services, 2016

Appendix C | Housing Needs

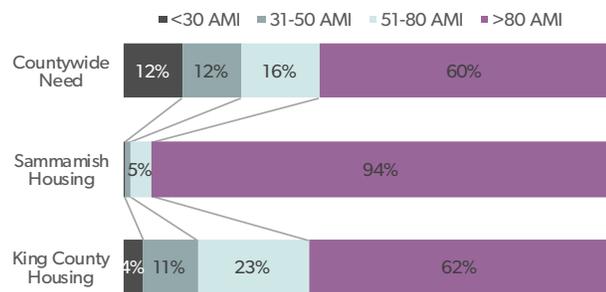
Community - Economic & Housing Data

Area Median Income (AMI)

AMI is the middle household income for households in a select region. AMI is established annually by the U.S. Department of Housing and Urban Development. Median is used instead of average because it eliminates outliers.

The Housing Policy included in Sammamish’s Comprehensive Plan is consistent with the Growth Management Act and County-wide planning policies which have goals to address the existing and future housing needs of all economic segments of the county’s households.

Housing Needs by Affordability



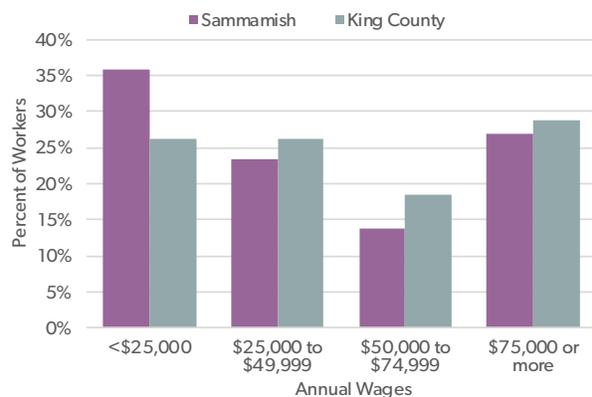
Source: U.S. Dept. of Housing & Urban Development, Comprehensive Housing Affordability Strategy, 2012

While the entire county is struggling to address the needs of lower income households, the graphic to the right highlights how the three lowest Area Median Income levels have extremely limited housing options in Sammamish.

60% of jobs in Sammamish pay less than \$50,000 a year.

82% of Sammamish jobs are filled by workers that commute to Sammamish.

Wages of Sammamish Jobs



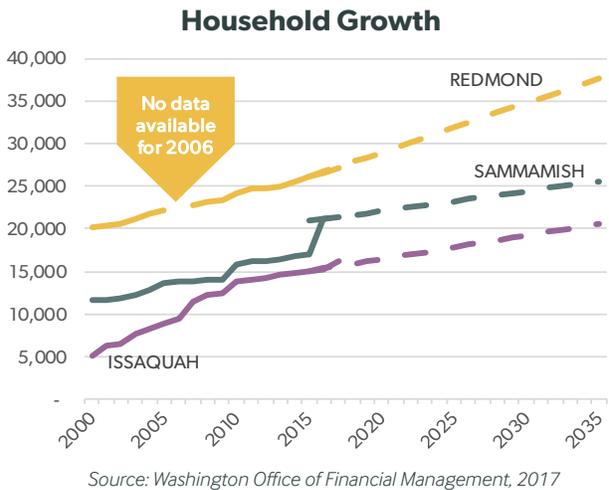
Source: American Community Survey, 2015

Appendix C | Housing Needs

Places - Housing Data

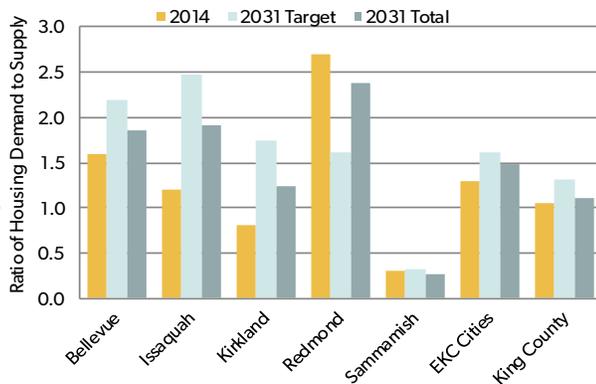
Sammamish had an estimated 21,310 housing units in 2017 and a target of 25,584 households by 2035.

The Household Growth Chart to the right shows Sammamish's growth compared to surrounding cities and what that growth will look like as it continues toward the growth target established under the Growth Management Act. Note that the jump in number of households for Sammamish in 2016 was related to the annexation of Klahanie.



Jobs-to-Housing Ratio

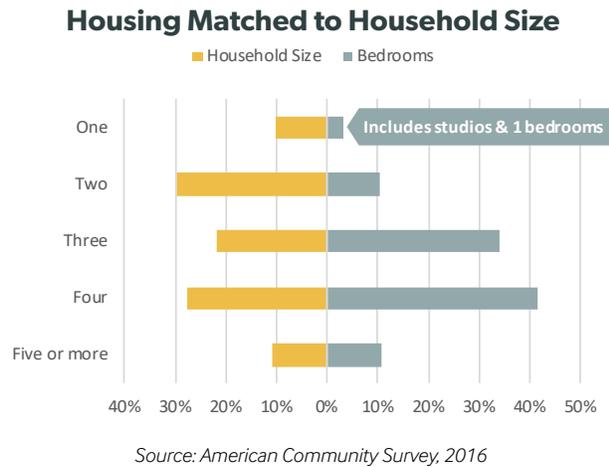
A housing ratio above 1.0 means there is more demand than supply



While Sammamish has a low demand for housing from the local workforce, it is important to think about how Sammamish is influenced by the rest of the region. Job growth is expected to exceed housing growth in many of the cities surrounding Sammamish, which will put pressure on the Sammamish housing market.

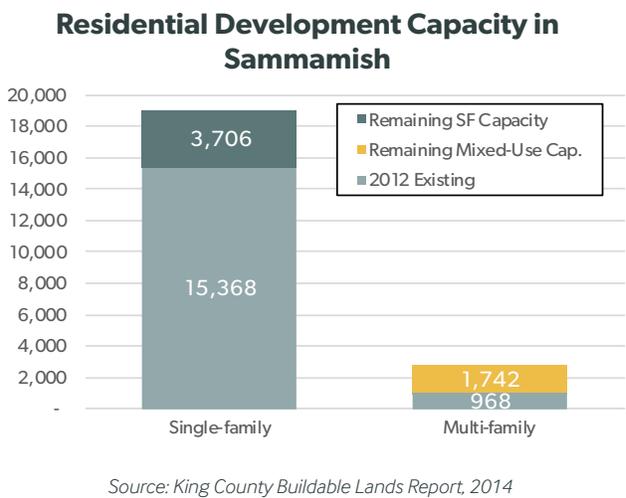
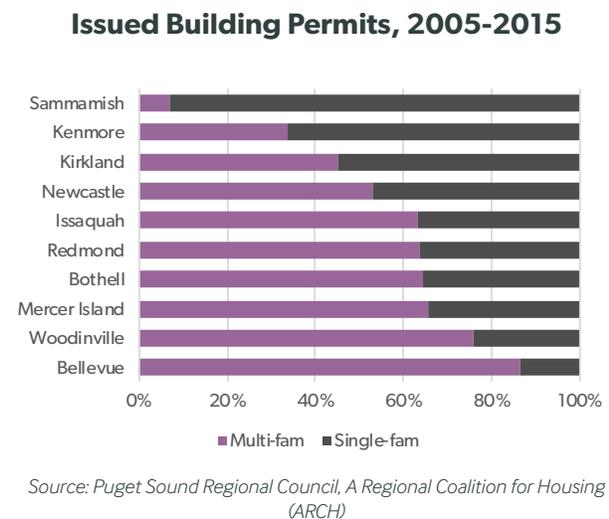
Appendix C | Housing Needs

Places - Housing Data



Sammamish developed for many years as an unincorporated area and as a result has a large number of single family homes compared to surrounding cities.

The chart on the left indicates that there's a greater demand for fewer bedroom units than what is currently available.



In 2014, Sammamish had capacity remaining to develop 3,706 more single-family homes and 1,742 multifamily homes. Most other cities' charts would show Single-Family and Multi-Family at almost equal heights but Sammamish has more zoning for single-family homes.

Appendix C | Housing Needs

Places - Housing Data

Housing Incomes & Affordability

	Studio (1 person)	1 Bedroom (2 people)	2 Bedroom (3 people)	3 Bedroom (4 people)
30% AMI (Very Low Income)				
Household Income	\$20,160	\$23,040	\$25,920	\$28,800
Max. Affordable Rent	\$504	\$576	\$648	\$720
50% AMI (Low Income)				
Household Income	\$33,600	\$38,400	\$43,200	\$48,000
Max. Affordable Rent	\$840	\$960	\$1,080	\$1,200
80% AMI (Moderate Income)				
Household Income	\$53,760	\$61,440	\$69,120	\$76,800
Max. Affordable Rent	\$1,344	\$1,536	\$1,728	\$1,920

Source: A Regional Coalition for Housing (ARCH), 2017

The average monthly rent for a one bedroom apartment in East King County was \$1,673 in 2017.

The table above shows the maximum affordable rent for the three lowest income brackets in King County.

Existing Rental Affordability



Source: Comprehensive Housing Affordability Strategy, 2012

Appendix C | Housing Needs

Places - Housing Data

Housing Incomes & Affordability

	Studio (1 person)	1 Bedroom (2 people)	2 Bedroom (3 people)	3 Bedroom (4 people)
50% AMI (Low Income)				
Household Income	\$33,600	\$38,400	\$43,200	\$48,000
Max. Affordable Purchase	\$113,165	\$129,331	\$149,752	\$170,172
80% AMI (Moderate Income)				
Household Income	\$53,760	\$61,440	\$69,120	\$76,800
Max. Affordable Purchase	\$198,930	\$227,350	\$260,020	\$292,700

Source: A Regional Coalition for Housing (ARCH), 2017

The table above shows the maximum purchase price for low and moderate income brackets in King County.

Homeownership in Sammamish is no longer affordable for those with lower and moderate incomes.

Existing Homeownership Affordability

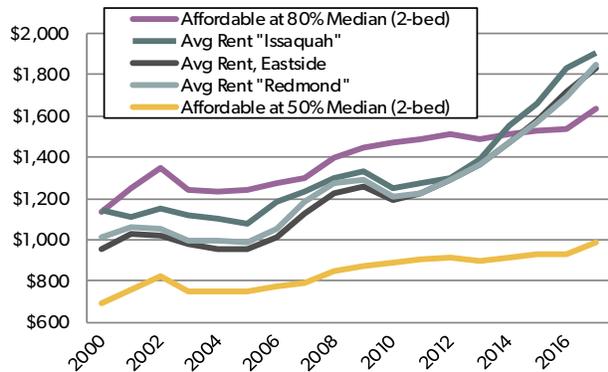


Source: Comprehensive Housing Affordability Strategy, 2012

Appendix C | Housing Needs

Places - Housing Data

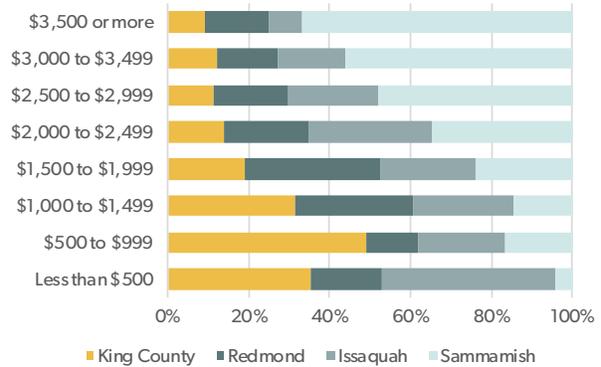
Actual & Affordable Rent in Sammamish



Source: Dupre & Scott Apartment Advisors, 2017

Redmond & Issaquah market areas include Sammamish in the chart above.

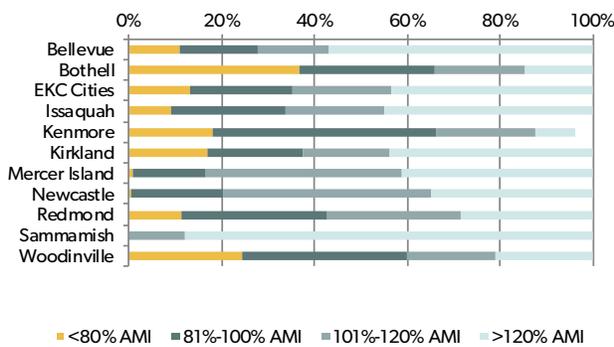
Gross Rents



Source: American Community Survey, 2016

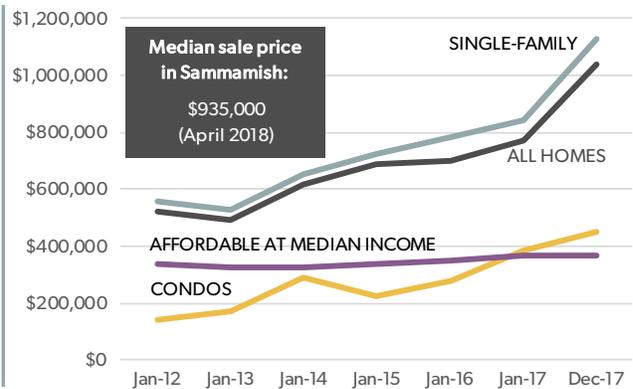
Gross rents include all housing expenses including utilities in the chart above.

Affordability of New Attached Housing Units, 1994-2015



Source: A Regional Coalition for Housing (ARCH)

Actual & Affordable Sale Prices in Sammamish

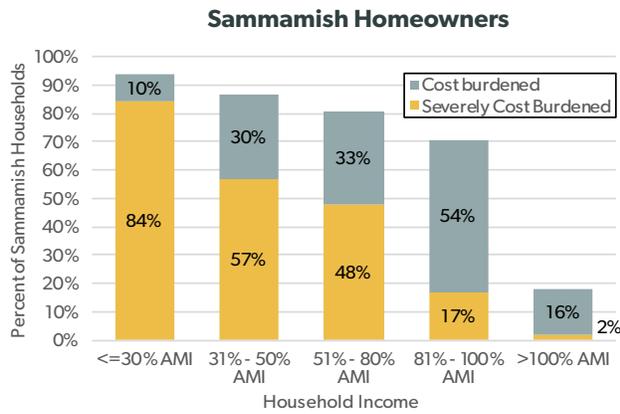


Source: Redfin, 2018

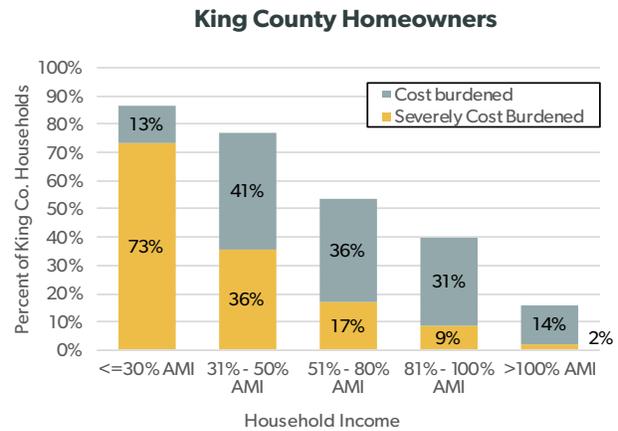
Appendix C | Housing Needs

Places - Housing Data

Housing Cost Burden for Homeowners



Source: U.S. Dept. of Housing & Urban Development, Comprehensive Housing Affordability Strategy, 2012

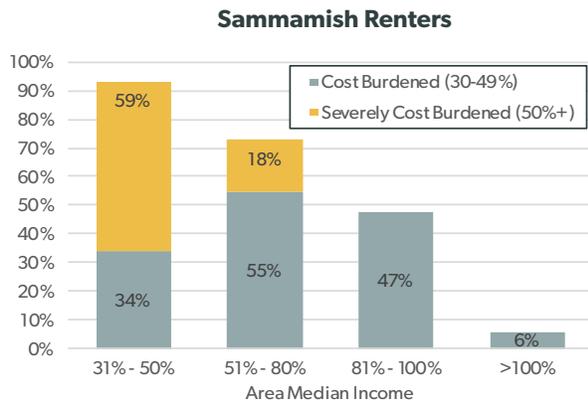


Source: U.S. Dept. of Housing & Urban Development, Comprehensive Housing Affordability Strategy, 2012

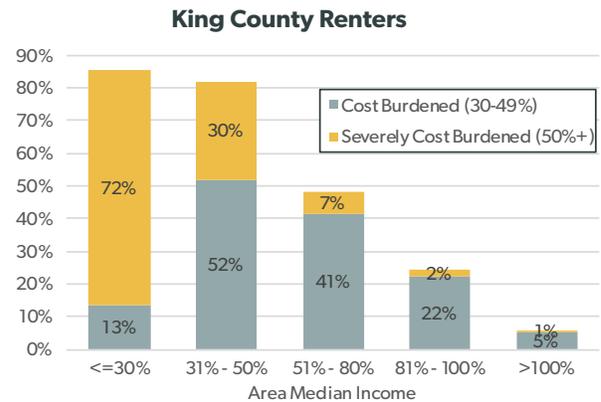
Overall, 28% of Sammamish households are housing cost burdened.

A household is housing cost burdened when it pays more than 30% of its income for housing. This means that the household may have difficulty affording other basic needs like food, transportation, and medical care. Severe cost burden means that a household is paying more than 50% of its income towards housing.

Housing Cost Burden for Renters



Source: U.S. Dept. of Housing & Urban Development, Comprehensive Housing Affordability Strategy, 2012



Source: U.S. Dept. of Housing & Urban Development, Comprehensive Housing Affordability Strategy, 2012

Appendix C | Housing Needs

Places - Housing Data

Affordable Housing Units Created in the Past 20 Years

	Low Income Units				Moderate Income Units			
	Direct Assistance	Land Use	Market	Total	Direct Assistance	Land Use	Market	Total
Bellevue	1,028	-	18	1,046	530	467	1,209	2,206
Issaquah	274	4	-	278	46	204	251	501
Kirkland	365	3	43	411	194	184	262	640
Redmond	467	14	45	526	649	564	464	1677
Sammamish	5	-	-	5	5	75	-	80
East King County	2,497	30	122	2,649	1,578	1,882	3,138	6,598

Source: A Regional Coalition for Housing (ARCH)

Direct Assistance in the chart above refers to reduced-price or donated land, funding, or fee waivers. Land Use refers to programs like density incentives, mandatory affordable units and ADUs. Market refers to market rate units that are usually studios or college housing.

Accessory Dwelling Units Constructed

	2016	Total	ADUs per 1,000 SF Detached Homes	Annual Average	Average Last 5 Years
Beaux Arts	-	2	15.5	0.2	-
Bellevue	12	135	4.5	5.9	6.0
Bothell	2	8	0.9	0.3	1.2
Clyde Hill	1	5	4.1	0.3	0.4
Hunts Point	-	-	-	-	-
Issaquah	3	44	7.4	2.0	1.8
Kenmore	5	50	8.7	3.3	3.8
Kirkland	11	54	7.5	7.0	6.6
Medina	-	1	0.8	0.1	-
Mercer Island	1	226	31.4	10.3	2.4
Newcastle	-	33	10.4	2.1	3.0
Redmond	5	18	1.7	0.8	1.4
Sammamish	2	32	1.8	2.1	3.6
Woodinville	-	3	1.1	0.1	0.4
Yarrow Point	-	-	-	-	-
EKC cities	42	711	6.1	30.9	30.6

Source: A Regional Coalition for Housing (ARCH)

Accessory Dwelling Units (ADUs)

ADUs increase housing supply without impacting neighborhood character and causing minimal disruption. The large majority of ADUs are built into homes, typically in daylight basements. ADUs support aging in place and multi-generational households but can also be used as rental units.

Appendix D | Stakeholder and Focus Group Summary

Housing Industry Input

Feedback Method	Panel discussion and Q&A with Sammamish Planning Commission
Institutions Engaged	Gina Estep (Murray Franklyn); Patrick Tippy (Catholic Housing Services); Aaron Hollingberry (Toll Brothers); Rand Redlin (Homestead Community Land Trust); Steve Yoon (Mill Creek Residential); Tim Walter (King County Housing Authority)
Summary	Panelists shared their perspectives on the range of housing strategies being explored by the Sammamish Planning Commission. In addition to providing their insights into what they think would be most effective and impactful in addressing the housing needs of Sammamish and our region, they also shared some thoughts on additional strategies and items for the City to consider.
Sammamish's Biggest Housing Needs	<p>Panelists had a range of input. Some highlighted the need for more affordable homeownership options and others discussed the need to provide more opportunities for residents to age-in-place. Others mentioned how attitudes and preferences relating to housing are changing even with suburban residents.</p> <p>All panelists agreed that there should be clear goals established related to housing development and that the strategies selected should be high impact options that work toward these goals. Finally, they agreed that all strategies should be simple and clear so that they can easily guide homeowners and developers in implementation.</p>
Strategies to Address Housing Issues	<p>There were many potential strategies that panelists thought could have a positive impact on Sammamish's long term housing needs and quality of life. These included:</p> <ul style="list-style-type: none"> • Utilizing incentives, tax exemptions and/or financing options to make it easier to build affordable housing. • Creating public/private partnerships and utilizing public lands and/or properties of faith institutions for affordable housing. • Allowing for flexible development standards and innovative housing options like cottage housing. • Preserve existing housing stock which creates opportunities for sweat equity.
Additional Thoughts Related to Housing in Sammamish	<p>Panelists encouraged the Commission to think long-term about what will lead to meaningful outcomes. They urged the City to increase the housing options available, to continually review development regulations and to avoid layering regulations. They also recommended that Sammamish be proactive about housing and consider the demands of the region and the state when thinking about the local market because they relate to one another.</p> <p>Additionally, panelists shared that for each of them, the decision to develop a project is based on the numbers (profit for market rate developers and subsidies/debt financing for affordable housing developers) and suggested that the Commission take time to understand the business model associated with each of the housing strategies.</p>

Appendix D | Stakeholder and Focus Group Summary

Social & Human Services Provider Input

Feedback Method	Online Survey and Phone Interviews
Institutions Engaged	City staff reached out to Friends of Youth, LifeWire, St. Vincent de Paul, Issaquah Food & Clothing Bank, India Association of Western Washington, Hopelink, and Issaquah Community Services. Four organizations chose to complete online surveys and two chose phone interviews.
Summary	While organizations serve a wide range of people with varying demographics, feedback from all organizations stressed not only the need for affordable housing in Sammamish (especially for those at or below 30% AMI) but also that the affordable housing be located close to public transportation that transports people to employment centers throughout the region.
Sammamish's Biggest Housing Needs	<p>Organizations reported that many of those they serve would be interested in moving to Sammamish but are unable to do so due to lack of affordable housing options and limited access to public transportation. Additionally, limited rental units and the distance from housing to employment centers and services present challenges.</p> <p>The high quality schools have attracted families of all income levels to come live in Sammamish. Several organizations report that currently in Sammamish, there are a large number of single parents living in the available affordable housing units, many of whom have fled domestic violence situations and are starting to rebuild their lives. There are also young families and young adults living in and around Sammamish that struggle with housing instability and homelessness. The distance from housing to public transportation forces many of these parents to walk several miles with their children in order to get to buses that will take them to daycare and employment.</p>
Strategies to Address Housing Issues	<p>Suggestions on how to address the housing needs mentioned above included:</p> <ul style="list-style-type: none"> • Negotiating with developers to include adequate affordable housing in new developments. • Increasing public transportation frequency and routes. • Providing indoor multicultural spaces for communities to interact. • Partnering with nonprofits during the planning process and talk with potential residents to better understand their needs. • Partnering with nonprofits to develop targeted housing (either through ARCH or by donating underutilized city land and facilities) • Providing fee waivers to make it easier for nonprofits to develop affordable housing. • Working to create a climate where city staff, local businesses, religious institutions and others are thinking creatively about how to work together to create a more diverse socio-economic community.
Additional Thoughts Related to Housing in Sammamish	Rising housing costs are forcing families to cut other critical expenses like food, utilities, and other basic needs. A large majority of requests for assistance in and around Sammamish are housing related. Additionally, Issaquah Food and Clothing Bank reports a massive increase in demand for food related support programs.

Appendix D | Stakeholder and Focus Group Summary

Local Business Input

Feedback Method	Online Survey
Institutions Engaged	City staff partnered with the Sammamish Chamber of Commerce to reach out to local businesses and ask them to complete an online survey. They sent the survey to MOD Pizza, Sammamish Café, McDonald's, the YMCA, the Water District, QFC and Metropolitan Market. Four businesses chose to complete the survey.
Summary	Local businesses reported that both the lack of affordable housing as well as the limited types of housing available have a huge impact on their ability to recruit and retain good workers. This impacts their ability to maintain the quality of service and hours of operation that Sammamish residents demand.
Sammamish's Biggest Housing Needs	<p>Increasing low-cost rentals units was seen as the biggest housing need among the local businesses. The majority of their staff are commuting from areas like Everett and Renton to get to Sammamish. In order to attract them to work in Sammamish, some businesses are having to provide additional compensation to employees.</p> <p>Thinking about their employees that would be interested in living in Sammamish, the most common household types are single individuals without children, couples with children, and single parents. On average, most of these employees have an annual income of \$45,000 or less.</p>
Strategies to Address Housing Issues	<p>In addition to creating more affordable housing (particularly affordable rental housing) included:</p> <ul style="list-style-type: none"> • Partnering with Central Washington to create degree programs that attract college students to stay in Sammamish. • Consider subsidizing housing to make it affordable for those who are working in Sammamish.

Appendix D | Stakeholder and Focus Group Summary

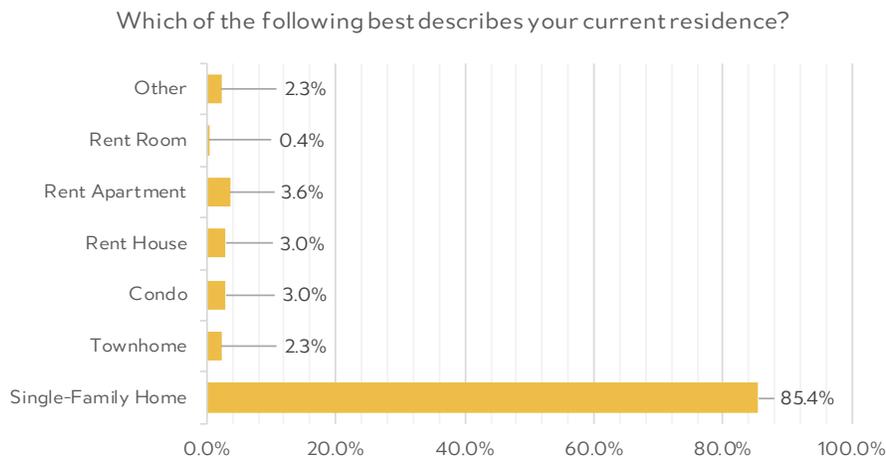
Local School Input

Feedback Method	Focus group
Institutions Engaged	A Regional Coalition for Housing (ARCH) and City staff met with staff from Lake Washington School District to discuss how the local housing market impacted their staff.
Summary	<p>Most staff and teachers in Sammamish commute from all over the region (Mill Creek, Everett, Maple Valley as well as Seattle). As surrounding areas like Fall City, Snoqualmie, North Bend, Carnation get more expensive and traffic gets worse, it's getting harder to retain teachers. There are no affordable homes in Sammamish for entry level teachers who are usually single. Additionally, there are no affordable starter homes in Sammamish for school staff that are beginning to have families.</p> <p>Sammamish schools are losing teachers annually and struggling to find staff. One school had 14 teachers leave last year, 9 of whom said it was because their commute was too long and/or they couldn't find housing to meet their needs. School staff in Sammamish have a higher percentage of people who leave after 2-4 years, which is unusual for the education field and is a loss for the school which after 2-4 years has invested a significant amount of money in teachers' professional development.</p>
Sammamish's Biggest Housing Needs	<p>A variety of housing types that are affordable including apartments, condos, and townhomes would best address the range of housing needs teachers have throughout their careers and would allow them to live in the community where they work.</p> <p>Additionally, walkable, family friendly communities that have sidewalks, playgrounds and are easily accessible by a variety of transportation modes (bikes, walking, buses) would likely also appeal to most school staff, especially those with children.</p>
Strategies to Address Housing Issues	In addition to creating more affordable housing (particularly affordable homeownership for young families), explore the idea of prioritized affordable housing or special housing units for public employees working in Sammamish. There is sufficient demand from the local workforce and there are some successful program models operating in California that could be evaluated for replication.
Additional Thoughts Related to Housing in Sammamish	People move to Sammamish because of the high quality schools but the expensive housing market and limited housing stock is putting school quality at risk as it is becoming increasingly difficult for the district and schools to attract and retain high quality teachers and staff.

Appendix E | Community Survey

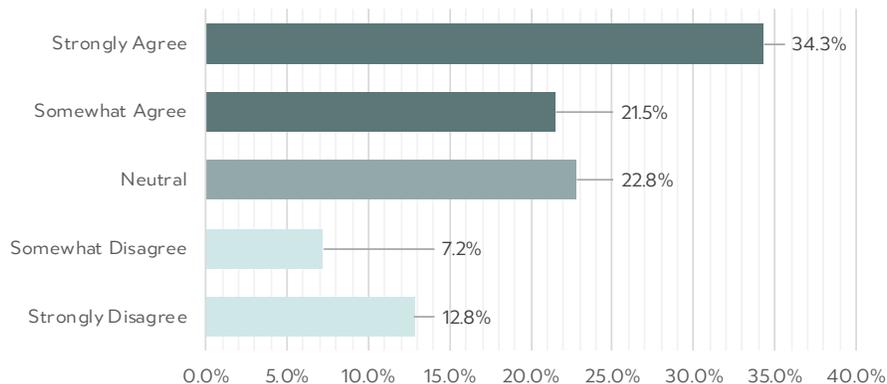
The City heard from 474 individuals responding to an online survey allowing staff to gauge the level of understanding and the general impressions of the public on the topic of housing. The community survey ran from March 19 through April 9, 2018 and provided the City with a better understanding of community perspectives and desires.

Survey Results



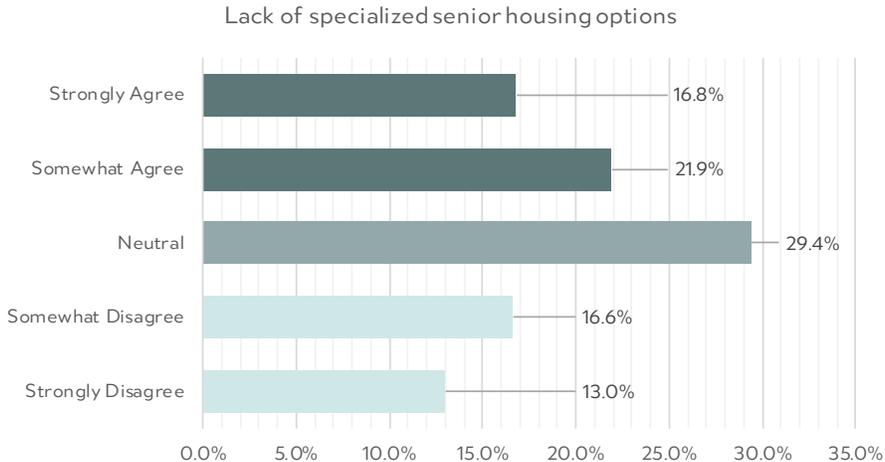
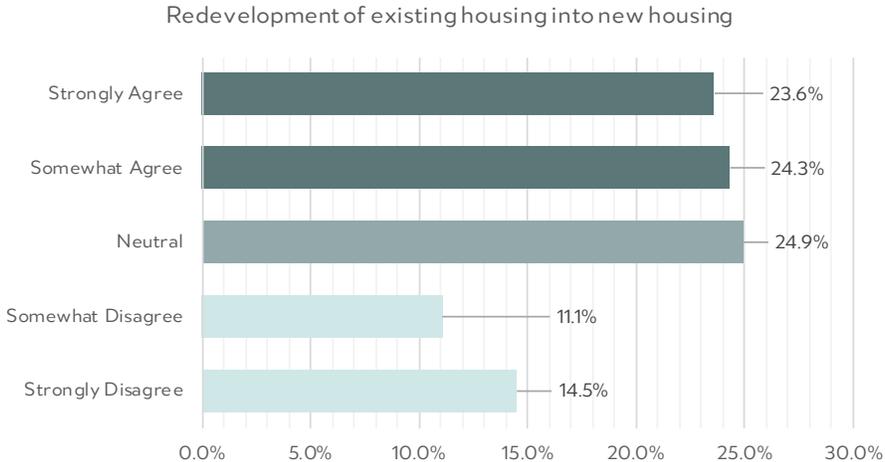
Which of these statements reflect Sammamish today?

Lack of very small housing, such as "micro-housing", cottages and small houses in single-family neighborhoods



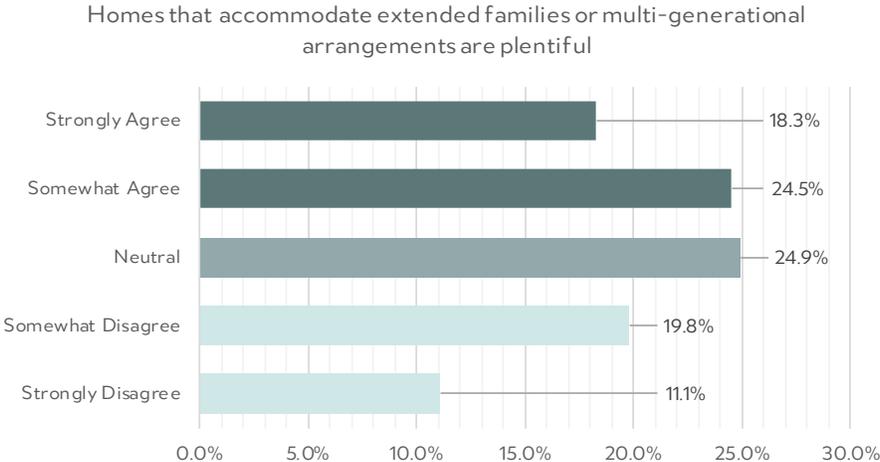
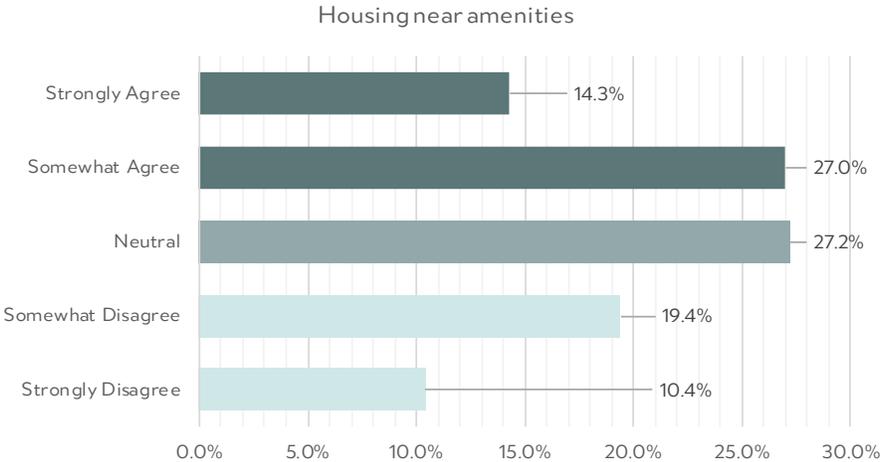
Appendix E | Community Survey

Which of these statements reflect Sammamish today? (continued)



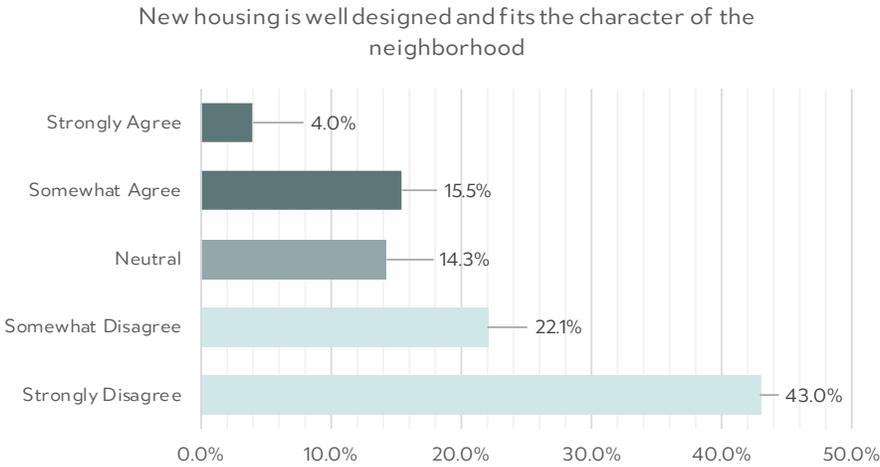
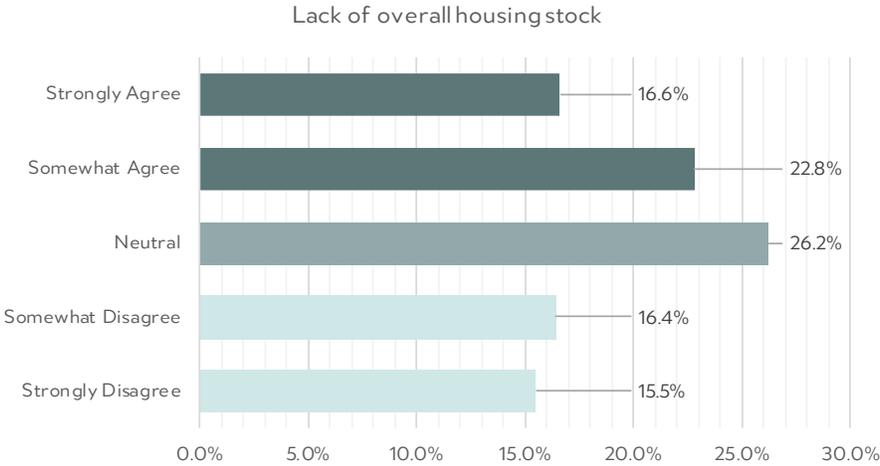
Appendix E | Community Survey

Which of these statements reflect Sammamish today? (continued)



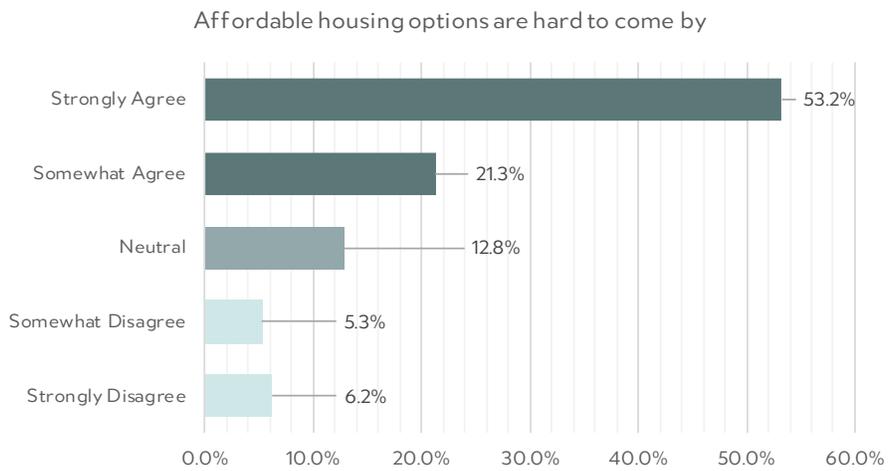
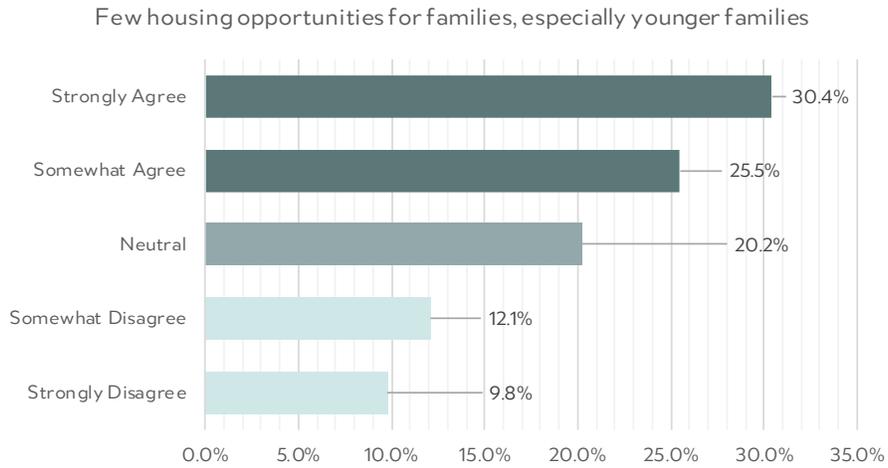
Appendix E | Community Survey

Which of these statements reflect Sammamish today? (continued)



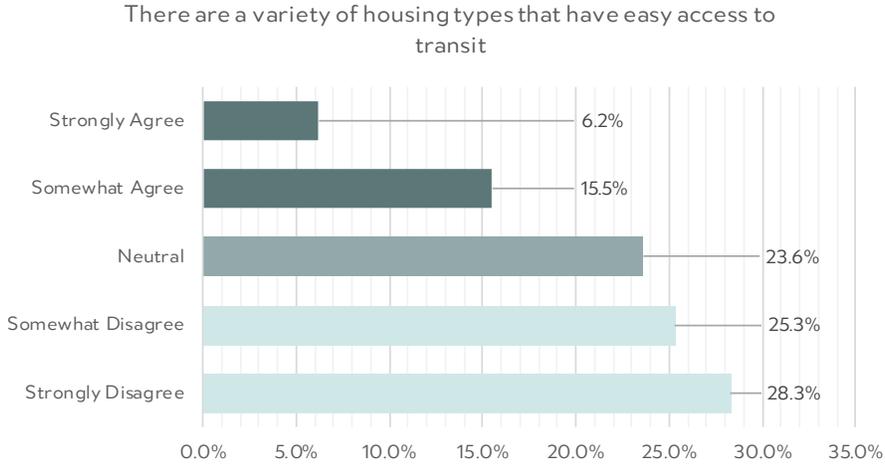
Appendix E | Community Survey

Which of these statements reflect Sammamish today? (continued)

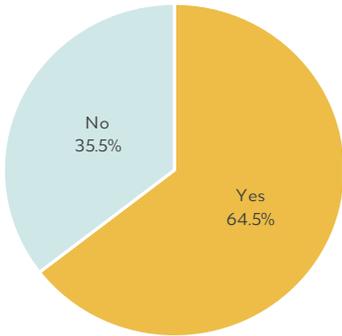


Appendix E | Community Survey

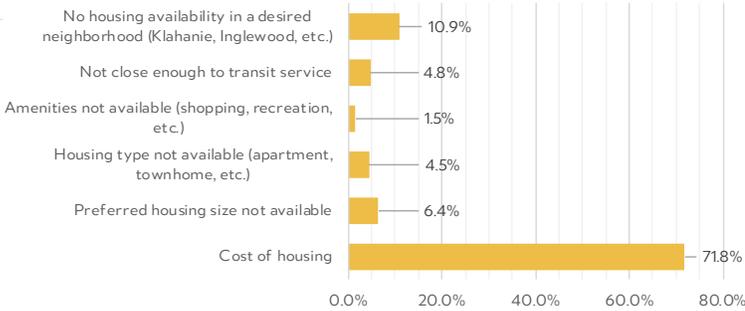
Which of these statements reflect Sammamish today? (continued)



Have you, or anyone you know, had trouble finding a place to live in Sammamish in the last five years?

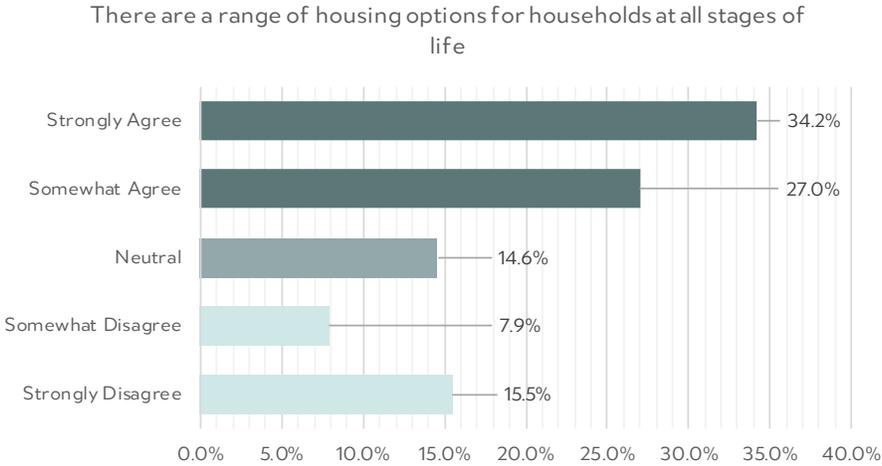


If yes, what kept you, or someone you know, from finding a place to live?



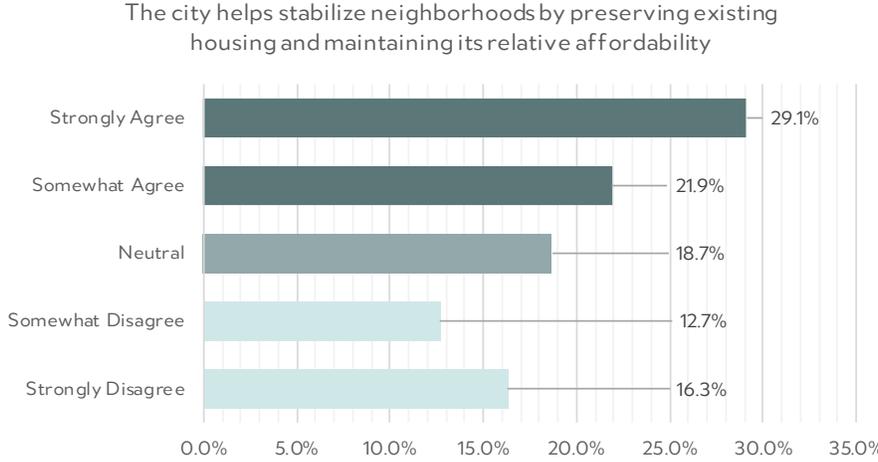
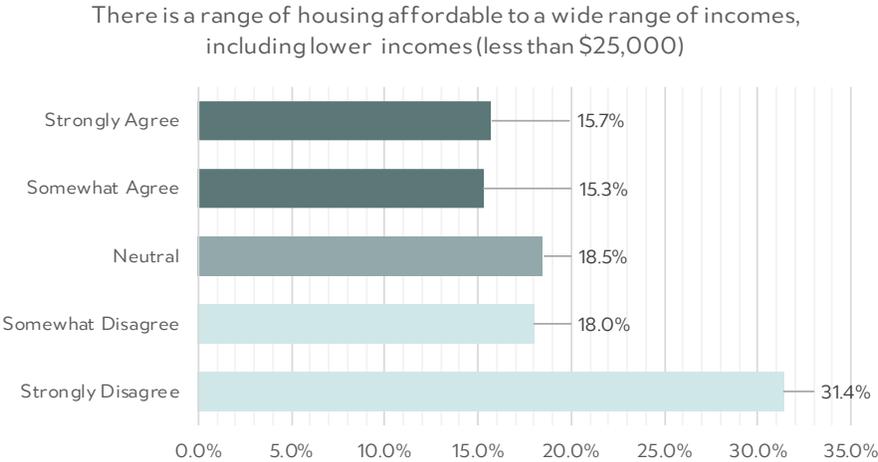
Appendix E | Community Survey

Which of these statements are successful outcomes for Sammamish in the next 20 years?



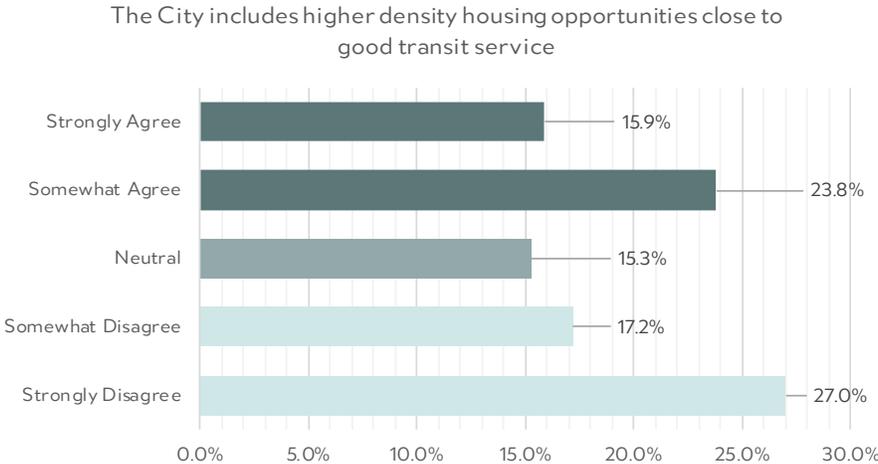
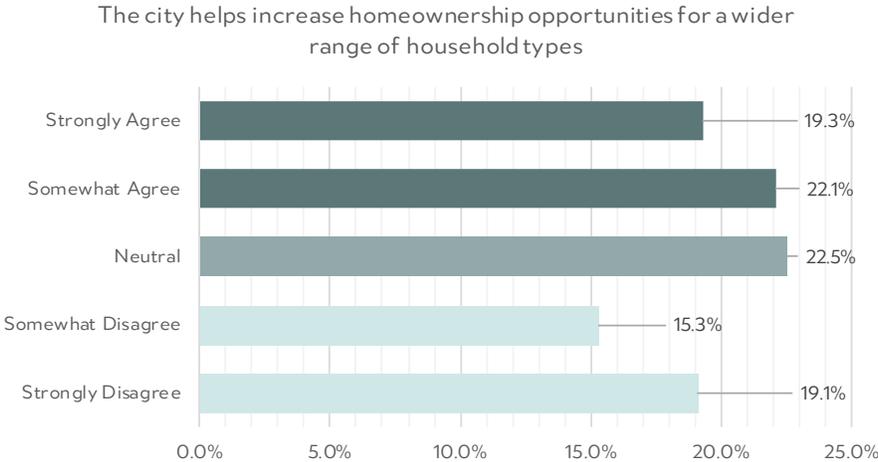
Appendix E | Community Survey

Which of these statements are successful outcomes for Sammamish in the next 20 years?



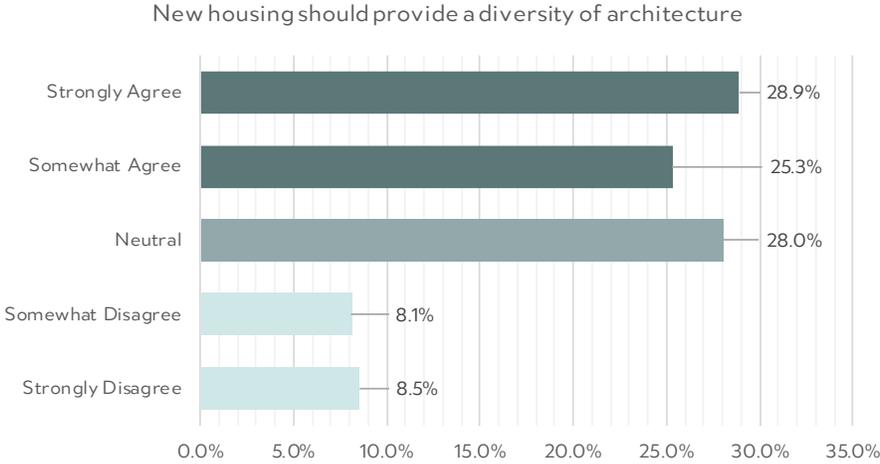
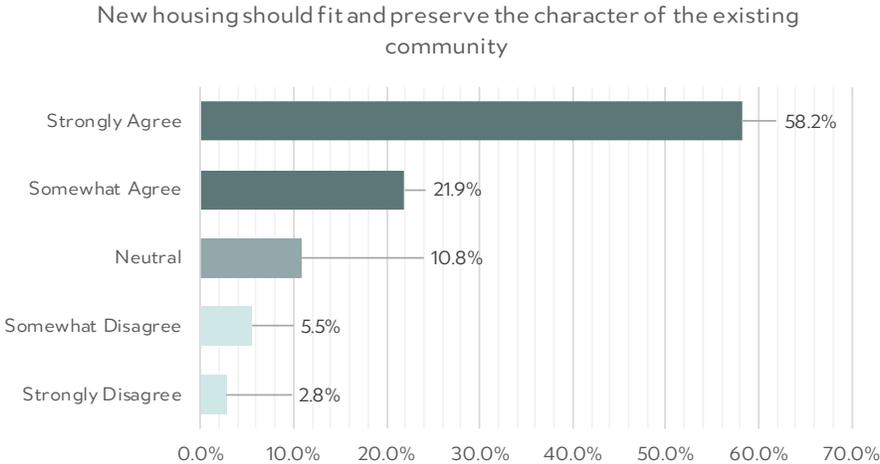
Appendix E | Community Survey

Which of these statements are successful outcomes for Sammamish in the next 20 years?



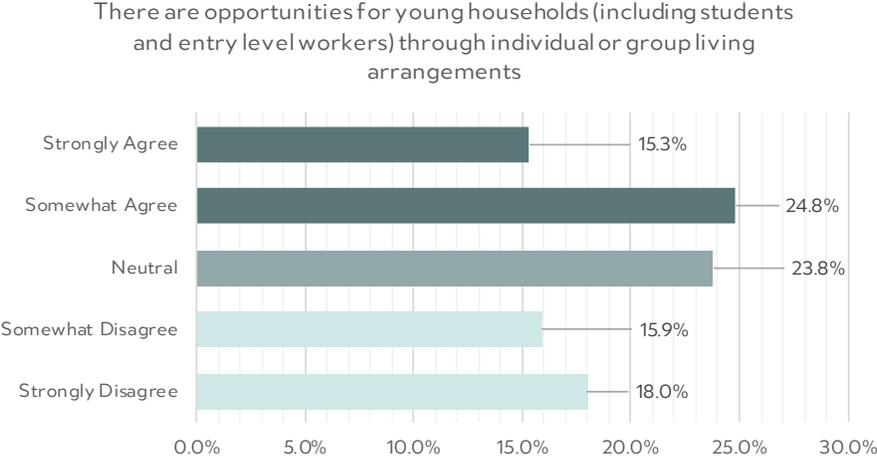
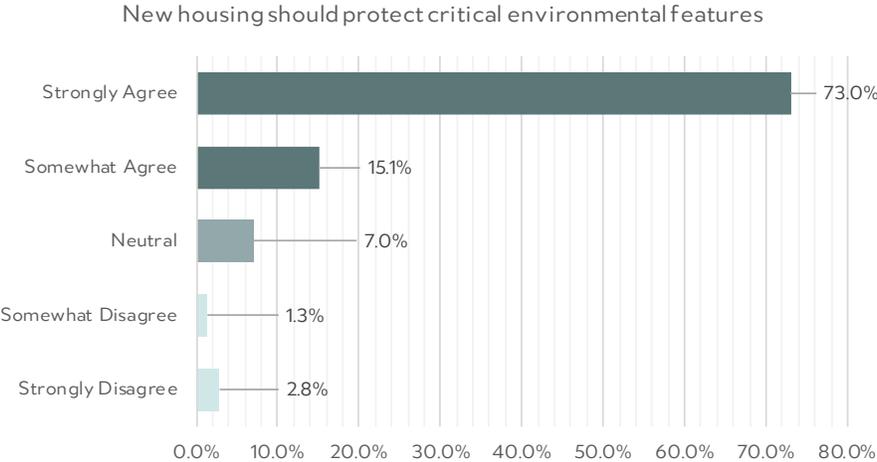
Appendix E | Community Survey

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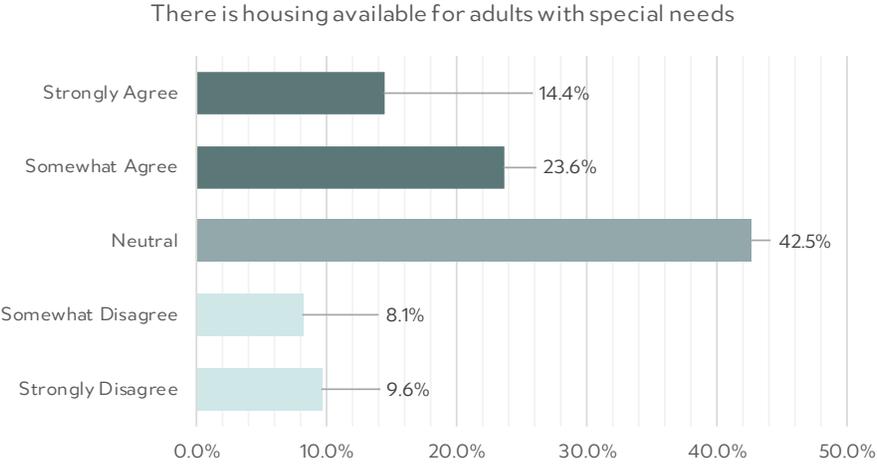
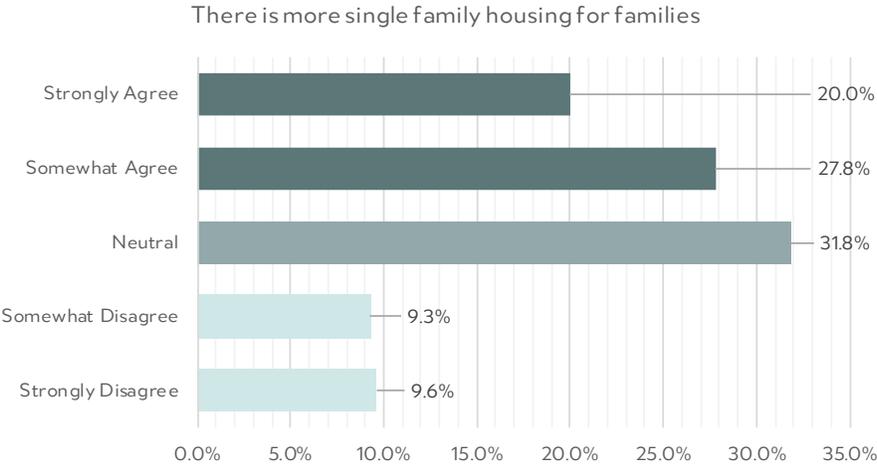
Appendix E | Community Survey

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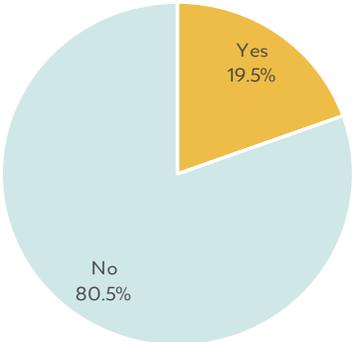
Appendix E | Community Survey

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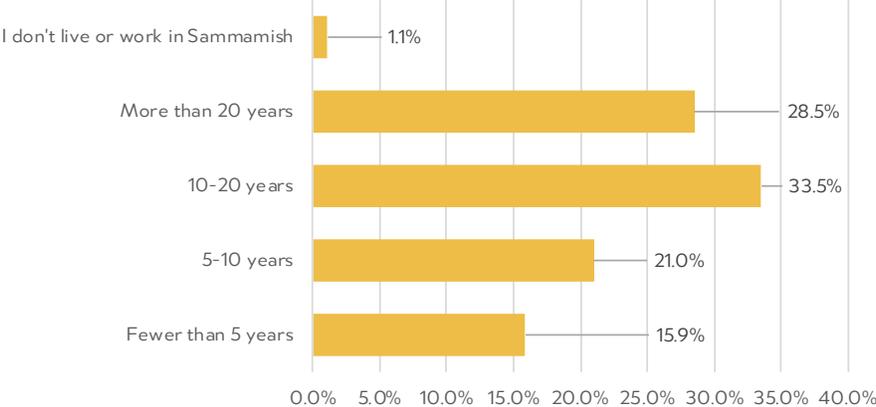


Appendix E | Community Survey

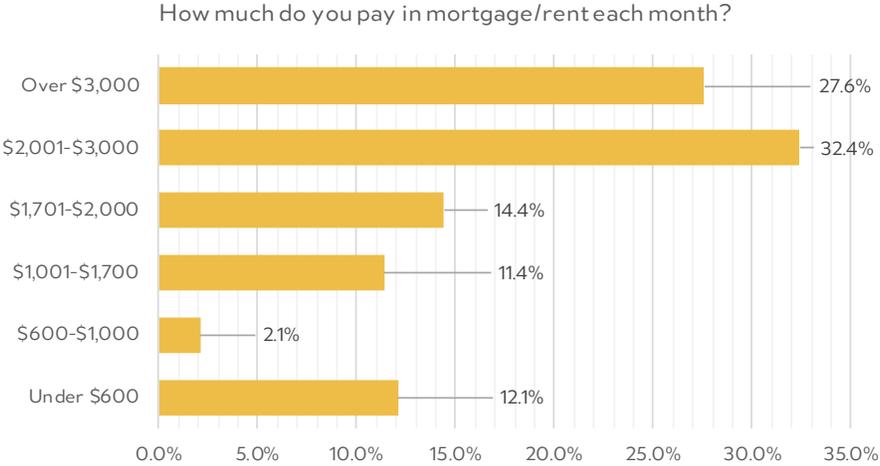
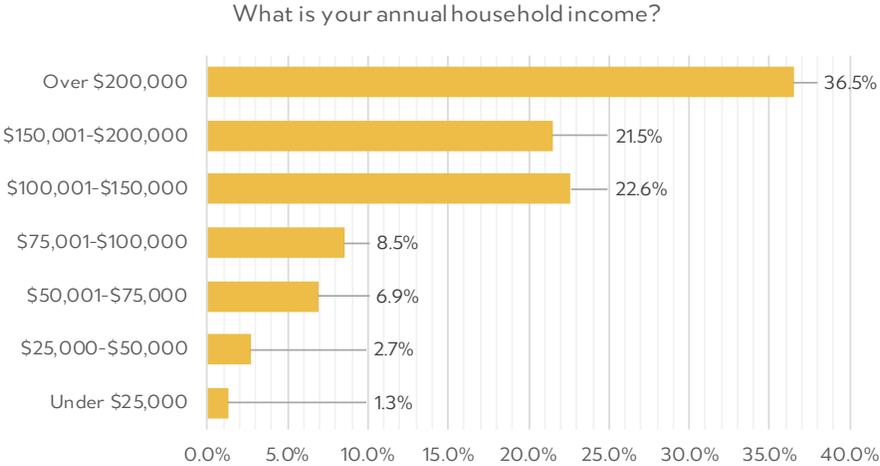
Do you work in Sammamish?



How long have you lived/worked in Sammamish?



Appendix E | Community Survey



Appendix F | Community Feedback

Public Comments

Feedback Method	Comment cards completed at Community Workshop on April 25, 2018, emails received, and presentations conducted during public comment at Planning Commission meetings
Summary	Residents shared a range of concerns, ideas, and suggestions related to housing needs, development standards, and transportation issues impacting Sammamish residents.
Sammamish's Biggest Housing Needs	<p>The needs of seniors in Sammamish was the most common area of concern among feedback received. This included concerns about the lack of housing options that allow seniors to age-in-place, as well as one-story housing options adaptable for seniors and those with disabilities. Additionally, there were comments about tax-relief for seniors with limited financial means.</p> <p>Transportation was another key theme. This included how Sammamish residents were going to access the light rail as well as concerns about traffic congestion on the Sammamish Plateau, particularly as it becomes more dense over time.</p> <p>Finally, there were concerns about the physical appearance of housing and commercial development. Some were concerned that the style of new construction didn't blend well with the area. Others were concerned about dense housing on small lots.</p>
Strategies to Address Housing Issues	<p>There were many suggestions for what the City could do to address housing and related needs in Sammamish. These included:</p> <ul style="list-style-type: none"> • Provide utility/property tax breaks for seniors with limited incomes; • Allow for larger Accessory Dwelling Units (ADUs); • Simplify and reduce the cost of permitting and mitigation for new construction; • Encourage the development of single floor condos with enhancements for seniors; • Create condos with elevators and secure parking for the elderly/disabled that are located near amenities; • Provide a range of housing options for seniors, recognizing that some seniors prefer to live in communities with a diverse range of ages; • Build housing on bigger lots to reduce density; • Develop architectural standards for all multi-family housing and commercial spaces to ensure the style reflects the area and that it has lasting appeal; • Focus on amending the Comprehensive Plan to increase density in Town Center and down-zone other neighborhoods; • Provide more transit-oriented housing options; and • Consider code changes or incentives that allow people to experiment with new technologies to address issues related to stormwater and other areas and allow construction in restricted areas.

Appendix G | Gap Analysis

After the Sammamish Planning Commissioners and Sammamish Human Services Commissioners reviewed extensive demographic and housing data provided by A Regional Coalition for Housing (ARCH) and City staff, they asked City staff to use the data to identify unmet areas of housing need currently in Sammamish.

Using two charts, one of which compared Household Types and the other of which compared Housing Types, City staff noted categories that had a shortage of housing as well as categories that had an adequate supply. Once this was complete, ARCH and City Staff led the Planning Commissioners and Sammamish Human Services Commissioners in a Housing Gap Analysis to help provide some guidance as Commissioners prioritized the strategies to be included in Sammamish Home Grown.

City staff asked Commissioners to identify the top three categories in each chart that they felt were the most important to address in the Housing Strategy Plan. The results of this exercise can be seen on the following pages of Appendix G.

Following the exercise, Commissioners participated in a discussion on housing strategies that the City can use to address housing gaps throughout Sammamish.

Appendix G | Gap Analysis

Household Type	Any Income	Very Low Income	Low Income	Moderate Income	Middle Income	Upper Income
Living Alone Includes young adults & other singles 9% of Sammamish & 31% of King County	1	☀	☀	☀	☀	
Couples without Children Includes empty-nesters & other couples 32% of Sammamish & 26% of King County	4	☀	☀	☀		
Couples with Children Includes small families & large families 49% of Sammamish & 21% of King County	2	1	☀	3	1	
Single Parent Households 5% of Sammamish & 7% of King County	5	1	☀	☀	☀	
Seniors 1 or 2 person households 12% of Sammamish & 20% of King County	11	☀	1	☀		
Extended Families Multi-generational households 1% of Sammamish & 2% of King County	2	☀	☀	☀		
Unrelated Roommates 6% of Sammamish & 16% of King County		☀	☀	☀		
People with Disabilities Those needing on-site services	4					
People Experiencing Homelessness	5					
Transitional Populations						

2 Commissioner priority (including number of Commissioner votes)

5 Staff identified as shortage of housing & Commissioner priority (including number of Commissioner votes)

☀ Staff identified as shortage of housing

Appendix G | Gap Analysis

Housing Type	Any Income	Very Low Income	Low Income	Moderate Income	Middle Income	Upper Income
Single Family Detached Ownership 78% of Sammamish & 47% of King County	10	☀	☀	☀	☀	
Single Family Attached Ownership; townhomes, duplexes, etc. 4% of Sammamish & 4% of King County		☀	☀	☀		
Multi-family Rental	8	1	☀	3	1	
Homes Under 1,000 SF Ownership & rental; ADUs, cottages, etc.	5	1	☀	☀		
Senior Housing Ownership & rental; independent & assisted living, nursing homes, etc.	6	☀	1	☀	☀	
Transit-Oriented Ownership & rental; located near bus routes	1	☀	☀	☀		
Walkable to Services & Employment	1	☀	☀	☀		
Emergency Shelter	3					
Group Homes	3					
College Student Housing						

2 Commissioner priority (including number of Commissioner votes)

5 Staff identified as shortage of housing & Commissioner priority (including number of Commissioner votes)

☀ Staff identified as shortage of housing

Appendix H | Housing Strategy Matrix

STRATEGY	EXAMPLES AND CONSIDERATIONS FOR FURTHER EVALUATION	TYPE OF ACTION (City)	RELATED COMP PLAN GOALS/ POLICIES	30% AMI	50% AMI	80% AMI	120% AMI	MARKET RATE	PUBLIC INPUT	TIMELINESS	PRIORITY
A. Housing Theme - Neighborhood Vitality and Character											
A.1	Community Design Standards - Develop community design standards to reflect the desired characteristics of each neighborhood planning area or designated community center.	Regulatory	H.1.1, H.2.2, H.1.1, H.1.4, LU.1, LU.1.4						Survey		High
A.2	Sub-Area Plans - Develop Subarea Plans for central neighborhoods (i.e. the Inglewood, Pine Lake, Klahanie Centers) as well as other neighborhoods.	Regulatory	H.1.2, LU.1, LU.3.2								High
A.3	Subdivision Code Update	Regulatory	H.1.1, LU.1.1								High

Appendix H | Housing Strategy Matrix

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A. Housing Theme - Neighborhood Vitality and Character (continued)											
A.4	Housing Repair and Preservation - Promote preservation of existing housing by City support of organizations and programs involved in housing repair and education.	<ul style="list-style-type: none"> Partner with the King County Housing Repair Program or non-profit organizations such as Rebuilding Together to assist low-income residents maintain and repair the health and safety features of their homes. Educating the community about Housing Repair programs through community fairs, brochures, City website etc. (including language resources). Revise property maintenance codes and/or increase enforcement. Explore if other community organizations can assist with housing repairs. Support the preservation of the City's historically significant housing. 	Other Support/Regulatory H.1.2, H.1.3, LU.10.1, LU.10.3						Survey		Medium
A.5	Provide Infrastructure Improvements that contribute to Neighborhood Enhancement	<ul style="list-style-type: none"> Regular infrastructure maintenance in residential neighborhoods. Provide support for individuals and organizations that promote neighborhood enhancement and public art. Pedestrian and/or transit connectivity improvements and enhanced public spaces (e.g. create buffer green spaces around new developments). Implement a coordinated program with Sammamish Police to dedicate resources to neighborhood patrols with focus on speed enforcement. Work with PSE to review and correct locations with missing streetlights in residential neighborhoods. Consider that retention ponds be designed to enhance the natural surroundings and the proposed development, creating an amenity that is both safe and attractive. 	Other Support/Funding H.1.2, H.1.4								Medium
A.6	Compatible Infill in Transition Areas & Areas with Certain Services - Develop Community Design Standards for compatible infill, especially in areas which (1) transition between SF residential and other uses or densities; (2) are served by an arterial street system with sidewalks; (3) are located within one quarter mile of a neighborhood park or recreation area; (4) have nearby pedestrian access to public transit services; and (5) allow access by service alleys when compatible with topography.	<ul style="list-style-type: none"> Require that new developments that physically connect to existing neighborhoods maintain street types at connection. Natural speed and features must be maintained at connecting roadways. 	Regulatory LU.1.2, LU.2.1, LU.2.8								
A.7	Community Education/Awareness Activities to enhance neighborhood/community character.	<ul style="list-style-type: none"> Educational program for neighborhoods to encourage earthquake preparedness: bracing water heaters, preparedness kits, etc. Educational program for neighborhoods that may want to consider converting to secure deliver mailboxes. Allocate funding for neighborhood events that promote safety, education, and/or community celebrations. Where possible, include (as appropriate) a member of the Samm. PD, Eastside Fire, or City Representative to Develop and maintain a list of all active neighborhood associations including contact information. Require new developments to comply. 	Other Support/Funding H.1.2								

Appendix H | Housing Strategy Matrix

STRATEGY	EXAMPLES AND CONSIDERATIONS FOR FURTHER EVALUATION	TYPE OF ACTION (City)	RELATED COMP PLAN GOALS/ POLICIES	30% AMI	50% AMI	80% AMI	120% AMI	MARKET RATE	PUBLIC INPUT	TIMELINESS	PRIORITY
B. Housing Theme - Housing Supply and Variety											
B.1	Incentives to Expand Housing Choice - Provide incentives for diverse housing opportunities that meet community needs.	Housing to consider include: <ul style="list-style-type: none"> Diverse housing opportunities in City centers that may include MF, mixed use and mixed income residential located close to services and arterials (e.g. Inglewood, Pine Lake, the Sammamish Commons SSA, and properties along 228th that may be affected by the Sammamish Commons). Incentives may be considered for community friendly development in centers, such as innovative design, walkway connections, public open spaces, below grade parking and ground floor commercial. Affordable or Workforce Housing including Multi-Family close to services and arterials, such as near Inglewood Center, Pine Lake Center, and Sammamish Commons SSA. Incentives to consider include: <ul style="list-style-type: none"> Flexible development standards, e.g. reduced/flexible minimum lot area, setbacks, lot dimensions, height regulations or transitional area buffers. Provide residential density incentives where project demonstrates clear and compelling need and public benefit. Height incentives, e.g. allowing modified Type V wood frame construction up to 5 stories in R-6 & R-8 (current limits 35'); R-12 & R-18 (current limits 60'). Innovative parking designs. Strategic capital investments, infrastructure improvements. State provision (Chapter 84.14 RCW) to allow 10 year multifamily tax exemptions in Urban Centers. Permit expediting, streamlined administrative process. 	Regulatory	H.2.2, H.2.5					Builders; Survey; Schools; Businesses; Human Srv. Orgs		High
B.2	ADUs - Track production of ADUs and evaluate effectiveness of land use regulations in encouraging production while balancing maintaining neighborhood compatibility. Explore other actions for encouraging additional creation.	<ul style="list-style-type: none"> Streamlined permits. Revise existing ADU regulations (more flexible, less restrictive, reduce procedural requirements) to encourage additional ADU creation while addressing neighborhood compatibility. Include evaluation of, and potentially reducing parking requirements. Make ADU permits available on mybuildingpermit.gov. Set goal for ADUs (e.g. 5% of single-family lots within 10 years). No separate utility hook-ups for ADUs. Develop education and community outreach efforts to increase awareness of ADUs. Look at VRBO and Airbnb and impact on ADUs. 	Regulatory/ Other Support	H.2.6					Affordable Housing Dev's		High
B.3	Mixed Use Design Standards - Develop mixed use design standards and development regulations.	<ul style="list-style-type: none"> Attractive street fronts with human scale. Connecting walkways. Horizontal façade regulations to ensure variation in facade, rooflines and other building design features to give a residential scale and identity. Adaptive re-use of existing structures. Innovative design techniques. Promote public notification and community participation/input. 	Regulatory	H.2.4, H.2.5, H.1.4, LU.3							High
B.4	Transit Oriented Housing Development - Consider potential sites and appropriateness of land use regulations that could allow for Transit Oriented Housing Development (TOHD) near existing or planned transportation facilities.		Regulatory	H.2.4, LU.2.8, LU.3.1					Schools; Businesses; Human Srv. Orgs		High
B.5	Criteria to Allow MF Zoning Increase - Establish criteria for evaluating rezone requests that would establish "demonstration of a clear and compelling need and public benefit"; as well as location criteria; e.g. should be located close to arterials served by public transit and within walking distance of commercial activities, parks and recreational	<ul style="list-style-type: none"> Improve docket process for screening rezone applications to based on community goals/needs. 	Regulatory	H.2.3					Schools; Businesses; Human Srv. Orgs		Medium

Appendix H | Housing Strategy Matrix

STRATEGY	EXAMPLES AND CONSIDERATIONS FOR FURTHER EVALUATION	TYPE OF ACTION (City)	RELATED COMP PLAN GOALS/ POLICIES	30% AMI	50% AMI	80% AMI	120% AMI	MARKET RATE	PUBLIC INPUT	TIMELINESS	PRIORITY
B. Housing Theme - Housing Supply and Variety (continued)											
B.6	Innovative Housing - Provide regulatory flexibility to allow innovative housing compatible with SF neighborhoods or SF transition areas. Housing types may include accessory units, small lot SF, attached SF, carriage houses or cottages, townhouses, manufactured housing; and multiplexes ("great-house" that resembles a SF unit).	Regulatory	H.2.5, H.2.6, H.2.7						Builders; Schools		Medium; Monitor
B.7	Growth Phasing for Residential Development - Adopt residential development growth phasing that guides the location and timing of residential growth, recognizing environmental capacities and level of service standards, while providing for residential housing targets, including affordable housing. Account for on-going review.	Regulatory	H.2.1, LU.5								
B.8	SEPA Planned Action EIS tool - Encourage the implementation of SEPA Planned Action EIS where appropriate to streamline development in denser areas of the City.	Regulatory	H.3.4								
B.9	Minimum Density Requirements - Adopt minimum density requirements to the R-8, R-18, NB, CB and O zones.	Regulatory	H.2.10, LU.2.3								
B.10	SEPA flexibilities - Review the allowed thresholds for categorical exemptions.	Regulatory	H.3.4								
B.11	Construction Standards - Allow pre-fabricated and new building technologies, e.g. cross-laminated	Regulatory	H.2.8								
B.12	Off-street Parking Policies and Standards - Review the benefits or impacts of transit access (using special studies).	Regulatory	H.2.8, LU.2.3						Builders		
B.13	Ground floor commercial requirements in mixed-use zones.	Regulatory	H.2.4								
B.14	Capital Investments to Support Mixed-Use and Mixed Income Housing - Include investment strategies, e.g. planned and existing infrastructure, for Town Center planning area that adequately encourages mixed use and mixed income residential neighborhoods.	Funding	H.2.4, CF.4.7						Schools; Businesses; Human Srv. Orgs		
B.15	Technical Assistance and Education - Provide technical assistance to establish innovative and diverse housing concepts.	Other Support	H.3.5								

Appendix H | Housing Strategy Matrix

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C. Housing Theme - Housing Affordability											
REGULATORY											
C.1	Dispersed Affordable Housing - Through zoning and subarea planning ensure that affordable housing is dispersed throughout the community.	Incorporate affordable housing into market rate development through land use tools and other city incentives. • Seek to provide funding assistance to affordable housing located in different areas of the city. • Promote preservation of existing, relatively affordable, market-rate homes.	Regulatory	H.3.7					Schools; Businesses; Human Srv. Orgs		High
C.2	Criteria for Rezones Requiring Affordable Housing - Establish standards and criteria for rezones to require the provision of affordable housing on- or off-site.	• Demonstrate a clear and compelling need and public benefit. • Consider alternative means of compliance. • Combine with other incentives (e.g. fee waivers, short term property tax incentives) in order to achieve a greater level of affordability.	Regulatory	H.3.3					Builders; Affordable Housing Dev's; Schools; Businesses; Human Srv. Orgs		High
C.3	Zoning to Allow Range of Housing Affordability - Establish a range of residential densities to meet community housing needs and considering compatibility with the character of the City.	• Create provisions for shared housing, e.g. rooming/boarded houses. • Emphasize family-sized affordable units. • Support use of-faith communities' property to provide shelter and/or affordable housing on surplus land.	Regulatory	H.3, H.4.2, LU.1.1					Builders		High
C.4	Procedures and Regulations - Streamline review procedures and regulation to minimize unnecessary costs and time delays. Balance this objective with maintaining opportunities for public involvement and review, public safety, and other explicitly stated City policies.	• Fees. Evaluate the cumulative impact of fees, including off site mitigation, to reduce negative impacts to housing costs without unduly compromising environmental protection, public safety, design, and public review. • Permit process. Evaluate timeliness of permit process to reduce negative impacts to housing costs without unduly compromising environmental protection, public safety, design, and public review. • Expedite permitting for projects with affordable housing. • Review land use code for redundant or overly restrictive regulations, particularly those which result in increased housing costs. Examples may include: allow rounding up of mf units at a lower fraction; increasing the distance between streetlights, reducing rights-of-way and street widths. • Review administrative procedures for ease of administration and consistency with procedures used in other jurisdictions. • Promote location-efficient and energy-efficient housing choices through incentives and other means. • Create a rental housing inspection program. • Consider limitations on condominium conversions. • Reduce parking requirements for projects with affordable housing.	Regulatory	H.2.8 H.2.12 H.3.4					Builders; Survey; Schools; Businesses; Human Srv. Orgs		
C.6	ARCH Housing Trust Fund - Participate in local, interjurisdictional programs, such as the ARCH Housing Trust Fund, to coordinate and distribute funding of affordable and special needs housing.	• Rental housing affordable to lower income local employees, including preserving existing housing. • Assistance for ownership programs such as Habitat for Humanity and down payment assistance loans. • Grants to organizations for special needs housing.	Funding	H.5.3					Affordable Housing Dev's; Human Srv. Orgs		High
C.7	Public Land Survey - Develop and maintain an inventory of surplus and underutilized public lands. Review survey to determine if such lands are suitable for housing and other public uses.	• Evaluate all forms of public land, including state and county owned property. • Consider shared use with housing and other public use on underutilized public property (e.g. park and ride).	Other Support/ Funding	H.3.9					Builders; Affordable Housing Dev's; Human Srv. Orgs		High
C.8	Support the Preservation of Existing Affordable Housing - Identify the most strategic opportunities for preserving existing properties, e.g. location, condition, bank-owned, growth areas.	• Transfer of Development Rights (TDRs). • Loans for upgrade/weatherization/energy efficiency improvements in exchange for affordability requirements. • Assist affordable housing agencies with purchasing existing housing to rehabilitate and preserve affordability.	Other Support	H.3.2, H.3.6					Builders; Affordable Housing Dev's		High

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C. Housing Theme - Housing Affordability (continued)											
DIRECT ASSISTANCE											
C.9	Applications to Other Funders - Provide support for funding applications and other efforts by market and not-for-profit developers to build new or rehabilitate existing housing. Support efforts of affordable housing agencies and health and human service agencies to address housing needs for all economic segments of the population.	Other Support	H.3.6						Human Srv. Orgs		Medium
C.10	Identify New Revenue for Direct Assistance for affordable housing - Explore potential for a more dedicated revenue source that could be targeted toward affordable housing.	Funding	H.3.6						Builders; Human Srv. Orgs		Medium
C.11	Potential Uses of Local Resources	Funding	H.3.5, H.3.6						Human Srv. Orgs		
C.12	Support Ownership Opportunities - Support innovative programs to support ownership housing for low, moderate, and middle income households (e.g. owner-built housing, shared housing, 1st time homebuyer assistance programs, manufactured housing communities, price-restricted ownership, small lot and multiplex single-family).	Other Support/ Funding	H.3.2						Builders; Schools		
C.13	HUD Vouchers. Explore ways to increase the usage of HUD vouchers.	Regulatory	H.3.7						Affordable Housing Dev's		
C.14	Tenant Protections - Require longer notice to vacate when multiple tenants are to be displaced.	Regulatory	H.3.5, H.3.7								
C.15	Tenant Counseling and Landlord Education - Provide technical assistance to tenants and landlords.	Other Support	H.3.5								
C.16	Homebuyer Assistance - Promote homebuyer assistance programs offered by lenders and public agencies.	Other Support/ Funding	H.3.5								
C.17	Partnerships with faith communities and other non-profits to develop underutilized land in their ownership.	Other Support	H.3.6						Affordable Housing Dev's; Human Srv. Orgs		

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C. Housing Theme - Housing Affordability (continued)											
DIRECT ASSISTANCE											
C.18	Non-cash Subsidies.	• Credit enhancement education and programs.	Other Support	H.3.5					Affordable Housing Dev's		

Appendix H | Housing Strategy Matrix

STRATEGY	EXAMPLES AND CONSIDERATIONS FOR FURTHER EVALUATION	TYPE OF ACTION (City)	RELATED COMP PLAN GOALS/ POLICIES	30% AMI	50% AMI	80% AMI	120% AMI	MARKET RATE	PUBLIC INPUT	TIMELINESS	PRIORITY
D. Housing Theme - Housing for People with Special Needs											
D.1	Accessibility - Encourage Universal Design features that improve housing accessibility for people with disabilities.	Regulatory	H.4.3								High
D.2	Senior Housing - Review senior housing land use regulations. Ensure that regulations support senior housing and recognize smaller household sizes.	Regulatory/ Other Support	H.4.1, H.4.2						Survey		High
D.3	Support organizations serving those with special housing needs.	Other Support/ Funding	H.4.3, H.4.5						Human Srv. Orgs		High
D.4	Dispersed Special Needs Housing - Through zoning and subarea planning, ensure special needs housing is dispersed throughout the community.	Regulatory	H.4.4								Medium
D.5	Homeless Encampments - Review existing TUP regulations and consider criteria, process and conditions for homeless encampments.	Regulatory	H.4.5, H.5.2								
D.6	Support public and private housing and services for people who are homeless - such as the Landlord Liaison/Rapid rehousing programs and development of new emergency and permanent	Funding	H.4.5, H.5.2						Affordable Housing Dev's; Human Srv. Orgs		

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E. Housing Theme - Regional Collaboration											
E.1	Federal and State Housing Legislation - Review, and as appropriate, provide comment on county, state and federal legislation affecting housing in Sammamish.	Advocacy	H.5.4						Affordable Housing Dev's		High
E.2	Housing Balance - Work cooperatively with other jurisdictions to achieve a regional fair share housing balance and maximize housing resources, e.g. ARCH.	Regulatory/ Other Support	H.3.1						Affordable Housing Dev's		High
E.3	Regional Housing Finance Strategy - Work with other jurisdictions to develop and implement a new regional housing finance strategy.	Other Support	H.5.1, H.6.2						Builders		High
E.4	Support a coordinated regional approach to homelessness.	Other Support	H.5.2								Medium
E.5	Countywide Planning Policies - Coordinate with countywide housing policy and analysis, such as updates to Countywide Planning Policies.	Other Support	H.2.1								



**SAMMAMISH
HOMEGROWN**

A PLAN FOR PEOPLE,
HOUSING, AND COMMUNITY

Department of Community Development

2018 Housing Strategy



City Council Meeting
September 4, 2018

Sammamish Home Grown

Tonight's Presentation

The purpose of tonight's presentation is to introduce the Planning Commission's recommended 2018 Housing Strategy, **Sammamish Home Grown – A Plan for People, Housing, and Community.**



Sammamish Home Grown

Presentation Agenda

1. Framework & Process
2. Sammamish Home Grown Overview
3. City Council Next Steps





Framework & Process

GMA Planning Cycle

Policy Development and Implementation



Sammamish Comprehensive Plan

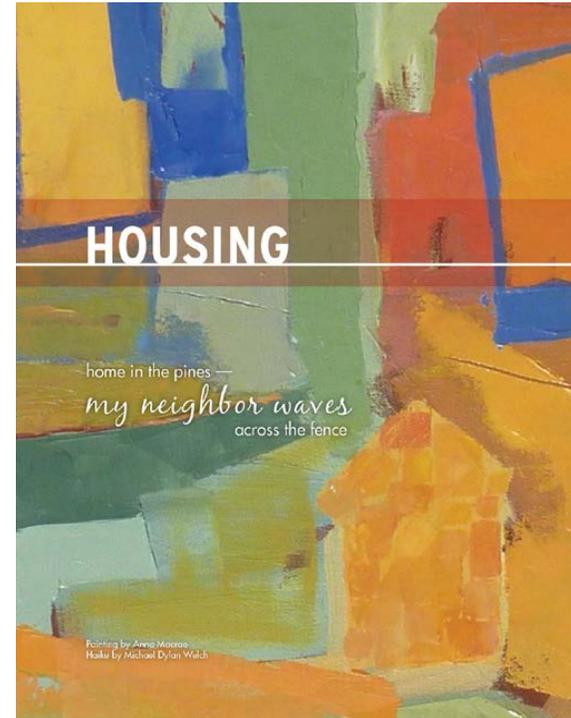
Goals & Policies

Goal H.6

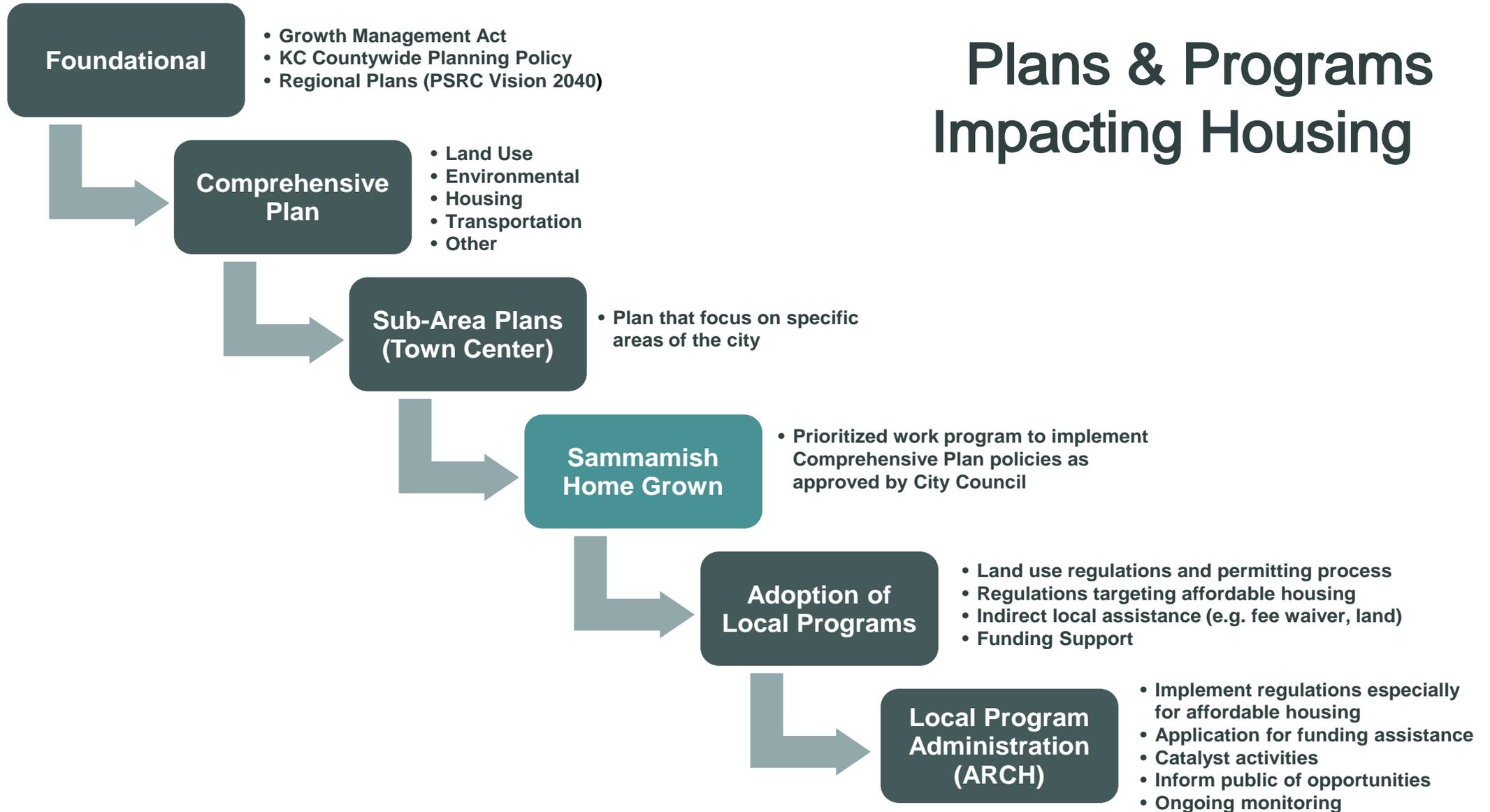
Implement Housing Element goals in a manner that is effective, efficient, and transparent.

Policy H.6.1

Adopt a Housing Strategy Plan to outline benchmarks, steps, and milestones toward implementation of the Housing Element.



Plans & Programs Impacting Housing



Sammamish Home Grown

Defined

A Plan that will implement the housing goals and policies of the Comprehensive Plan Housing Element, guiding staff time and resources for the next **3-5 years**.



PLANNING COMMISSION HOUSING STRATEGY PLAN DEVELOPMENT PROCESS



**Reviewed
Data**



**Reviewed
Community
/ Human
Services
Input**



**Identified
Housing
Gaps**



**Prioritized
Housing
Strategies**



**Refined
& Added
Examples**

Community Engagement

Section 4 & Appendix D, E, F



Community Engagement

What We Heard

- New homes **are not well designed** and **do not fit the neighborhood character**.
- Low housing stock and affordable housing **impacts employee recruitment and retention**.
- Desire for housing to be located **near public transit and amenities**.
- Rising housing costs are forcing Sammamish families **to cut critical expenses like food, utilities, and other basic needs**.
- There **are few housing opportunities** for families, especially younger families.
- New housing should **protect critical environmental features**.



474 Survey Responses



Open House



Project Website



Panel Discussion



4 Key Stakeholder Group Interviews or Surveys



13 Planning and Human Services Commission Meetings



Sammamish Home Grown

2018 Housing Strategy

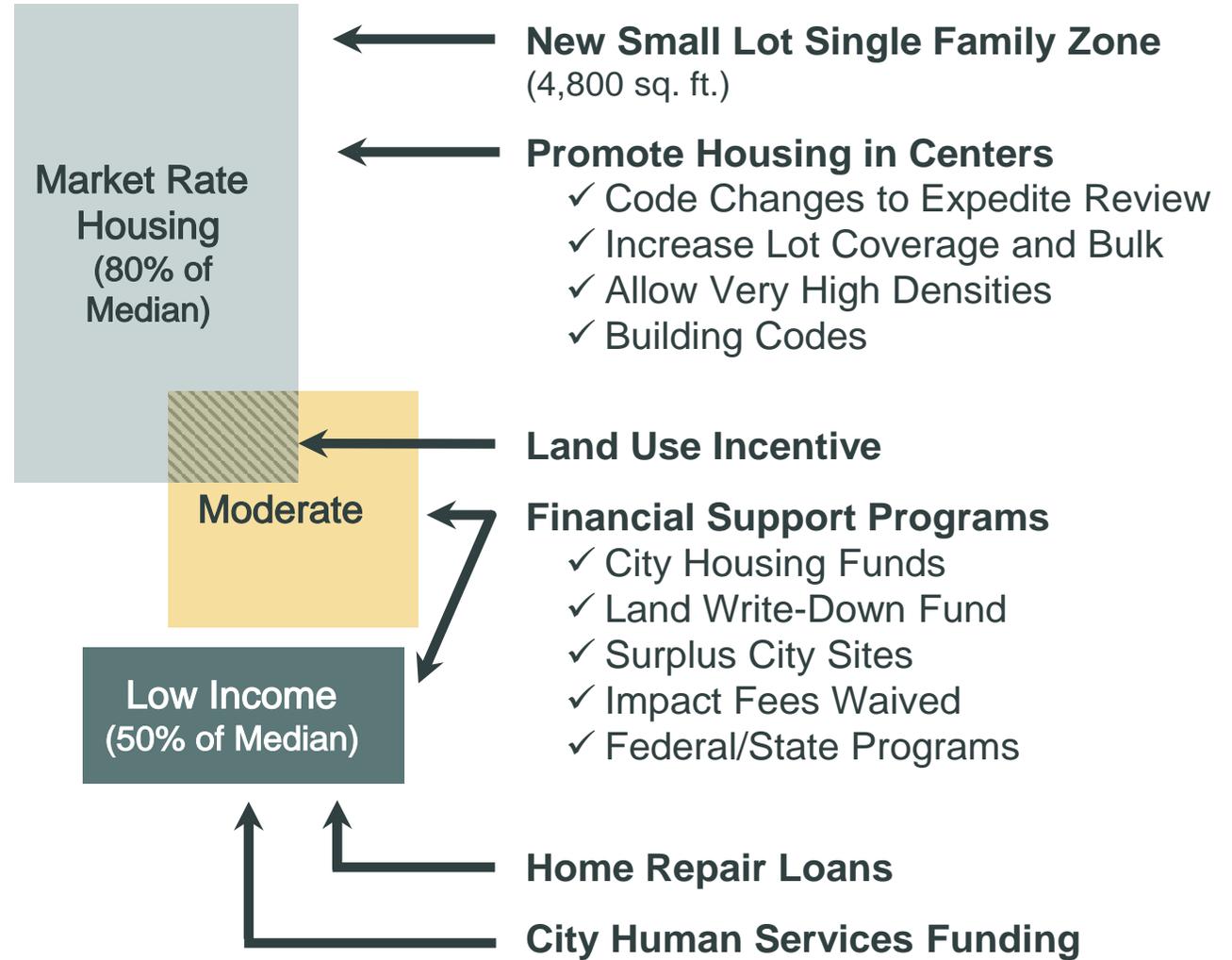
Housing

What is the City's role?

The City of Sammamish determines what can be built where.

We do this through:

- Zoning code
- Subdivision regulations
- Zoning map
- Other tools



Build Upon Existing Efforts

2006 Housing Strategies Implemented (Appendix B)



Sammamish Home Grown

Plan Organization

BODY OF REPORT	APPENDICES
• Introduction, Purpose, & Process	A - Summaries of Commission Meetings
• General Themes for Top Strategies	B - Existing Local Housing Strategies
• Top Strategies	C - Housing Needs – Demographic, Economic, & Housing Data
• Monitoring Activities	D - Stakeholder and Focus Group Input
• Housing Needs	E & F - Community Survey and Feedback Results
	F - Gap Analysis
	H - Matrix of all Strategies

Housing Element Goals



**Neighborhood
Vitality &
Character**



**Housing
Supply &
Variety**



**Housing
Affordability**



**Housing for
People with
Special Needs**



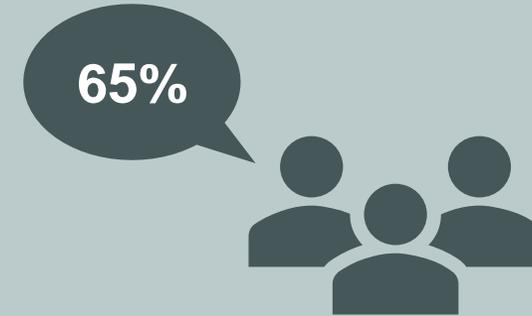
**Regional
Collaboration**



Neighborhood Vitality and Character

PHYSICAL, SOCIAL & ECONOMIC CHARACTERISTICS OF A COMMUNITY THAT RESIDENTS IDENTIFY WITH

- Maintaining and building the sense of community throughout the city.
- Increasing connection within neighborhoods.
- Protecting environmental features.
- Preserving quality housing to maintain the health and safety of residents.



Agree that new housing is not well designed and does not fit the character of the neighborhood.

*Virtual Town Hall Survey Results
(Sammamish Home Grown, Page E-4)*



In 2017, Sammamish had an estimated population of 64,548 with 31% being under the age of 18 years old.

*American FactFinder
(Sammamish Home Grown, Page C-1)*

Neighborhood Vitality and Character

Top Strategies



A.1 – Community Design Standards

A.2 – Sub Area Plans

A.3 – Subdivision Code Update



Housing Supply and Variety

THE MIX OF SINGLE-FAMILY, MULTI-FAMILY & OTHER HOUSING TYPES IN SAMMAMISH

- Can position the City as a desirable place to live for generations to come.
- Ensuring there are housing options for all generations (young adults, families, seniors) and local employees.
- A balanced mix of housing supply & variety suggests a healthy housing market.

56%

Agree that there is a lack of small housing such as “micro-housing” and cottage housing.



61%

Support providing a range of housing options for all stages of life.



*Virtual Town Hall Survey Results
(Sammamish Home Grown, Page E-1 and E-7)*



40% of Sammamish households are made up of 1-2 people whereas 13% of the residential units available are only 1-2 bedrooms.

*American Community Survey, 2016
(Sammamish Home Grown, Page C-6)*

Housing Supply & Variety

Top Strategies



B.1 – Incentives to Expand Housing Choice

B.2 – ADUs

B.3 – Mixed Used Design Standards

B.4 – Transit Oriented Housing Development



Housing Affordability

HOUSING OPTIONS ARE AVAILABLE TO ALL ECONOMIC SEGMENTS OF THE COMMUNITY

- Reducing the housing cost-burden, especially among lower and moderate income households.
- Maintaining high quality education and services in Sammamish through workforce housing.

75%

Agree that affordable housing options are hard to come by.



*Virtual Town Hall Survey Results
(Sammamish Home Grown, Page E-5)*

60% Sammamish jobs that pay less than \$50,000.

82% Sammamish jobs filled by workers who commute to Sammamish.

*American Community Survey, 2015
(Sammamish Home Grown, Page D-4)*

The primary reason why LWSD teachers left Sammamish Schools last year was because their commute was too long and/or they couldn't find housing to meet their needs.

*Stakeholder and Focus Group Summary
(Sammamish Home Grown, Page D-4)*

Housing Affordability

Top Strategies



Regulatory

C.1 – Dispersed Affordable Housing

C.2 – Criteria for Rezones Requiring Affordable Housing

C.3 – Zoning to Allow Range of Housing Affordability

Direct Assistance

C.6 – ARCH Housing Trust Fund

C.7 – Public Land Survey

C.8 – Support the Preservation of Existing Affordable Housing



Housing for People with Special Needs

HOUSING FOR PEOPLE OR HOUSEHOLDS THAT NEED SOME TYPE OF ASSISTANCE IN ADDITION TO THEIR HOUSING

- Housing is needed to address the varied care needs of residents that are elderly and/or have a disability.
- Include opportunities to connect with neighbors & the community.



Agree that the availability and range of housing options for all stages of life would be a successful outcome for Sammamish in the next 20-years.

*Virtual Town Hall Survey Results
(Sammamish Home Grown, Page E-7)*



Among East King County cities, Sammamish has the fewest beds available in licensed assisted living, nursing homes, and adult family homes.

*WA Department of Social and Human Services, 2016
(Sammamish Home Grown, Page C-3)*

Housing for People with Special Needs

Top Strategies



D.1 – Accessibility

D.2 – Senior Housing

D.3 – Support for organizations serving those with special housing needs



Regional Collaboration

COORDINATE WITH OTHERS IN OUR REGION TO ADDRESS HOUSING NEEDS

- Sammamish is influenced by regional employment and housing markets.
- Regional collaboration is a key component of the Growth Management Act and further encouraged through the Countywide Planning Policies.



Job growth is expected to exceed housing growth in many cities surrounding Sammamish which will likely impact the Sammamish housing market.

*A Regional Coalition for Housing (ARCH), 2014
(Sammamish Home Grown, Page C-5)*

The number of homeless school children in East King County has increased 56% since 2010, and in the 2016-17 school year there were 517 homeless students in the Issaquah and Lake Washington School Districts.

Regional Collaboration

Top Strategies



E.1 – Federal & State Housing Legislation

E.2 – Housing Balance

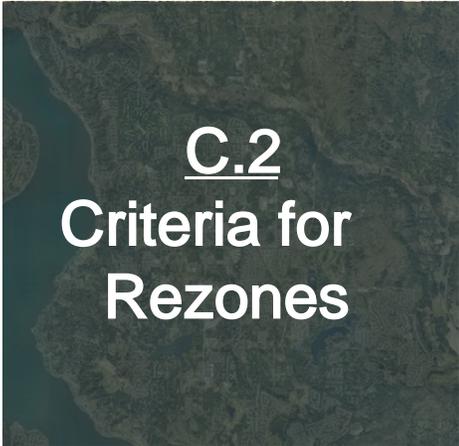
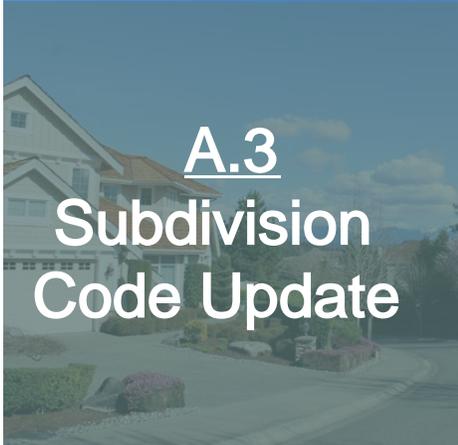
E.3 – Regional Housing Finance Strategy

Staff Recommended

Initial Work

Proposed efforts in the next 1

-2 years





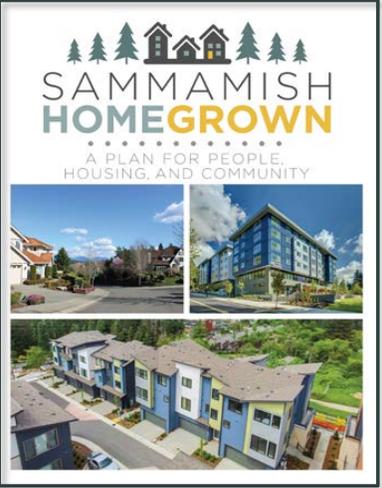
City Council Next Steps

ROLES AND RESPONSIBILITIES



Sammamish Home Grown

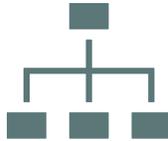
City Council Review and Approval



**Review
Planning
Commissions
Recommended
Plan**



**Focus on the
priority and
relative
rankings for
each group of
Top Strategies**



**Confirm or
reprioritize
Top
Strategies**



**Adopt the 2018
Housing
Strategy,
Sammamish
Home Grown**

Sammamish Home Grown

City Council Next Steps - Recommended

DATE	TOPIC
✓ September 4	Presentation
September 18	Public Hearing
October 9	Joint Work Session w/ Planning Commission

**CITY OF SAMMAMISH
WASHINGTON
Resolution No. R2018-___**

**A RESOLUTION OF THE CITY OF SAMMAMISH,
WASHINGTON RELATED TO ADOPTION OF
SAMMAMISH HOME GROWN AND INCORPORATION BY
REFERENCE INTO THE SAMMAMISH
COMPREHENSIVE PLAN**

WHEREAS, the City of Sammamish adopted a housing strategy plan in 2006 and incorporated it as part of the City's Comprehensive Plan; and

WHEREAS, Sammamish Home Grown replaces the 2006 Housing Strategy Plan; and

WHEREAS, Sammamish Home Grown guides the implementation of the goals and policies adopted in the Housing Element of the Sammamish Comprehensive Plan through prioritized housing strategies; and

WHEREAS, Sammamish Home Grown guides the Department of Community Development's work plan for housing efforts for the next three to five years; and

WHEREAS, the public process for Sammamish Home Grown provided for early and continuous public participation via a variety of engagement opportunities throughout the plan development process, including regular public meetings, a community open house, a community survey, and stakeholder discussions; and

WHEREAS, joint public meetings were held between the Planning Commission and the Human Services Commission on April 5, 2018 and May 24, 2018; and

WHEREAS, multiple work sessions were held by the Planning Commission between September 2017 and July 2018, followed by a public hearing on July 5, 2018; and

WHEREAS, on July 19, 2018, the Planning Commission voted to recommend that the City Council adopt Sammamish Home Grown, as amended; and

WHEREAS, on September 4, 2018, City Council was presented with Planning Commission's recommended draft of Sammamish Home Grown; and

WHEREAS, on September 28, 2018, the City Council opened a public hearing on Sammamish Home Grown; and

WHEREAS, a joint public meeting was held between the City Council and the Planning Commission on October 9, 2018 to review Sammamish Home Grown; and

WHEREAS, on November 6, 2018, City Council continued to receive public comment during the public hearing on Sammamish Home Grown; and

WHEREAS, an environmental review of Sammamish Home Grown was conducted in accordance with the requirements of the State Environmental Policy Act (SEPA), including review of a complete SEPA checklist; and

WHEREAS, on August 28, 2018, a non-project SEPA threshold determination of non-significance (DNS) was issued for Sammamish Home Grown and no appeals were filed; and

WHEREAS, the City of Sammamish plans under Chapter 36.70A RCW, the Washington State Growth Management Act (“GMA”), which requires cities to adopt a comprehensive plan that is consistent with the GMA; and

WHEREAS, the City of Sammamish City Council adopted an updated Comprehensive Plan on October 13, 2015 by Ordinance O2015-396, in accordance with RCW 36.70A.130; and

WHEREAS, the 2006 Housing Strategy, the precursor to Sammamish Home Grown is part of the adopted 2015 Comprehensive Plan in Volume II of the Housing Element; and

WHEREAS, the GMA requires internal consistency among comprehensive plan elements and applicable plans; and

WHEREAS, to ensure that comprehensive plans remain relevant and up to date, the GMA requires each jurisdiction to establish procedures whereby amendments to the Plan are considered by the City Council (RCW 36.70A.130[2]), and limits adoption of these amendments to once each year unless an emergency exists; and

WHEREAS, the City of Sammamish has established a procedure for amending the Comprehensive Plan in Chapters 24.15 and 24.25 of the Sammamish Municipal Code (SMC), which limits adoption of amendments to the Comprehensive Plan to no more than once each year; and

WHEREAS, the City Council adopted Resolution R2017-761 on December 5, 2017 identifying the 2018 docketed Annual Comprehensive Plan Amendments, including an amendment to the Housing Element of the 2015 Comprehensive Plan for consistency with Sammamish Home Grown; and

WHEREAS, the adoption of a consolidated ordinance adopting the 2018 docketed Annual Comprehensive Plan Amendments will occur in late 2018 for consistency with RCW 36.70A.130(2); and

WHEREAS, the consolidated ordinance adopting the 2018 docketed Annual Comprehensive Plan Amendments will include an amendment to the Housing Element of the 2015 Comprehensive Plan, referencing Sammamish Home Grown; and

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

Section 1. Sammamish Home Grown Adoption. The City Council of the City of Sammamish hereby approves Sammamish Home Grown, as included in Attachment 1. The City Council intends to incorporate into the Comprehensive Plan, by reference, Sammamish Home Grown as part of the consolidated ordinance adopting the 2018 docketed Annual Comprehensive Plan Amendments referenced above.

Section 2. Effective Date. This Resolution shall take effect and be in force upon passage and signatures thereon.

PASSED 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:

Michael R. Kenyon, City Attorney

Filed with the City Clerk:
Passed by the City Council:
Publication Date:
Resolution No.

No.	Page #	City Council Questions	Staff Response to Council Questions and Comments
Regarding September 4, 2018 City Council Meeting			
1	C-1	<p>The population estimates chart is surprisingly off. It doesn't show the spike by 10,000+ people in 2016 with the annexation of Klahanie, and shows back in 2010 our population was "estimated" to be over 57,000. In 2010 our population was 45,810 according to the Census data. This chart should be revised to be more in line with actual populations (or estimates) than this chart.</p>	<p>The data previously included in the population chart in C-1 was pulled from American Factfinder's 2017 Population Estimates Program Annual Population Estimates (https://factfinder.census.gov/faces/tableservices/jsf/pages/productview.xhtml?src=CF) which re-adjusted population estimates based on the annexation of Klahanie. This means that instead of showing the population of Sammamish before and after annexation, the chart showed the overall growth for residents in Sammamish and Klahanie overtime. More information about the methodology behind how this data is pulled can be found at: https://www2.census.gov/programs-surveys/popest/technical-documentation/methodology/2010-2017/2017-su-meth.pdf</p> <p>We will add an amendment (see Amendment 1 in Exhibit 5) to update the data with population and land area estimates from the Washington State Office of Financial Management. Population estimates start in 2010 with calculations derived from adjusted federal census counts. The adjustments include: 1) controlling for annexations that occurred between January 1 and April 1 to account for boundary changes related to the timing of the federal census, 2) the substitution of state-certified special census counts in place of federal census counts, and 3) federal corrections to census counts. Land area estimates for Sammamish are derived from values included in our incorporation documents (excluding lakes and other water areas).</p>

No.	Page #	City Council Questions	Staff Response to Council Questions and Comments
2	C-1	<p>The yellow box says our population has increased 12% since 2010, but based on census data, the actual increase is 40.99%. This of course includes the Klahanie PAA, but we don't seem to denote that anywhere, and so the 12% increase seems a bit misleading. Since our services cover a broader area now, the reality of our population should state the 41% increase with an explanation of the population spike in January 2016 with the annexation (and how many people were annexed at that time).</p>	<p>The 12% increase was based on the numbers pulled in the population estimate chart mentioned in Q1 above. We will add an amendment (see Amendment 2 in Exhibit 5) to adjust the numbers to correlate with the new population estimates mentioned in Q1 and note the annexation of Klahanie in 2016.</p>
3	C-1	<p>Race & Ethnicity pie chart. Since the yellow box and the age pie chart seem to correspond directly with census data, I couldn't figure out why there was a discrepancy with this chart with what I found on the census site.</p> <p>The breakdown on the Census website states: White 69.2%; Black 1.0%; American Indian/Alaska Native 0.0%; Asian 25.2%; Native Hawaiian/Pacific Islander 0.1%; 2+ races 4.1%; Hispanic/Latino 4.0%</p> <p>Why is our data different?</p>	<p>This data was pulled from the 2012-2016 American Community Survey 5-Year Estimates (see Race Alone or in Combination with One or More Other Races towards the middle of the page) in an attempt to provide a more up-to-date overview of Sammamish's demographics since the 2010 Census.</p> <p>https://factfinder.census.gov/faces/tableservices/jsf/pages/productview.xhtml?src=CF</p> <p>All percentages were rounded and races that had low representation were combined under the "Some Other Race" Category. This included American Indian and Alaska Natives (0.5%), Native Hawaiians and Other Pacific Islanders (0.4%), and Some Other Race (0.9%).</p>
4	C-2	<p>The data set from the "American Community Survey" is from 2015. Since this data is released annually, can we not update this with 2016 data? The 2017 data is due to be released in October 2018.</p>	<p>The source on this chart should have been labeled as American Community Survey 5-year estimate for 2011-2015. Please also see the response below in Q6.</p> <p>The 2017-5 year estimates will be released in early December and may be helpful to look at as work moves forward. (https://www.census.gov/programs-surveys/acs/news/data-releases/2017/release-schedule.html)</p>

No.	Page #	City Council Questions	Staff Response to Council Questions and Comments
5	C-2	The bottom data set in the chart says 2012. This data set runs in 4 year increments. Is this 2008-2012 data we are using here? The most updated version would be 2011-2015, this data is 3 sets older than the newest data available.	This was the 2008-2012 data set. Additionally, please see response below in Q6.
6	C-3	We use 2016 data here, but from the same source we have data sets from an earlier year. Maybe all data points weren't available? Can we understand why we have the same source used throughout Appendix C, but it is not the same year consistently?	We apologize for the inconsistency. We will add an amendment to update all the charts using data from the American Community Survey to be from the 2012-2016 5-year estimates (see Amendment 3 in Exhibit 5). Similarly, we will add an amendment to update all the charts using the U.S. Department of Housing & Urban Development's Comprehensive Housing Affordability Strategy data to the 2011-2015 data set (see Amendment 4 in Exhibit 5).
7	C-4	Data set date question again on both of the charts used here.	Please see response to Q6.
8	C-5	We reference ARCH data here from 2014, but in other places in this same appendix we have ARCH data from 2017. Is the data not available for all of these statistics in the ARCH data from 2017? I'm not a big fan of using data sets from different years, unless the data doesn't exist in that year. 4 year old data in this day and age may not be relevant.	ARCH's practice related to the Jobs-to-Housing Ratio has been to correlate this chart with the Buildable Lands and Comprehensive Plan targets instead of updating it annually because the goal is to show what cities have planned.
9	C-6	Data set date again.	Please see response to Q6.

No.	Page #	City Council Questions	Staff Response to Council Questions and Comments																																	
10	C-6	I know we don't have the next buildable lands report yet, but we do know how many permits have been issued and constructed for the SFR & MFRs since 2014. It would be nice to have a more accurate picture of where we currently stand. When we issued the 10/3/17 moratorium, we had some 800+ applications in the pipeline alone.	<p>While the existing/remaining amounts would change, there shouldn't be much change to single-family and multi-family split. The information requested is as follows. If desired by Council, an amendment can be added to include this updated data in the chart.</p> <table border="1" data-bbox="1052 451 1751 675"> <thead> <tr> <th colspan="3">SFR PERMITS ISSUED</th> </tr> <tr> <th>Year</th> <th>Permits Issued</th> <th>Permits Finaled</th> </tr> </thead> <tbody> <tr> <td>2014</td> <td>240</td> <td>239</td> </tr> <tr> <td>2015</td> <td>182</td> <td>178</td> </tr> <tr> <td>2016</td> <td>279</td> <td>268</td> </tr> <tr> <td>2017</td> <td>358</td> <td>280</td> </tr> <tr> <td>2018 (Jan. - Aug)</td> <td>169</td> <td>7</td> </tr> </tbody> </table> <table border="1" data-bbox="1052 703 1751 886"> <thead> <tr> <th colspan="3">MULTIFAMILY/APARTMENTS</th> </tr> </thead> <tbody> <tr> <td>2016 - Plateau 120 Apartments</td> <td>92 units</td> <td>2017 Finaled under construction</td> </tr> <tr> <td>2017- Sky Apartments</td> <td>159 units</td> <td>under construction</td> </tr> <tr> <td>2018 - Aurea Apartments</td> <td>41 units</td> <td>under construction</td> </tr> </tbody> </table>	SFR PERMITS ISSUED			Year	Permits Issued	Permits Finaled	2014	240	239	2015	182	178	2016	279	268	2017	358	280	2018 (Jan. - Aug)	169	7	MULTIFAMILY/APARTMENTS			2016 - Plateau 120 Apartments	92 units	2017 Finaled under construction	2017- Sky Apartments	159 units	under construction	2018 - Aurea Apartments	41 units	under construction
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11	C-7	Pie Charts data set date question again	Please see response to Q6.																																	
12	C-10	Data set date question again	Please see response to Q6.																																	
13	C-11	There isn't a date on the ARCH data on either chart on this page. The last 20 years from 201?	Thank you for bringing this to our attention. The chart title included a typo and should have been 25 years. To provide added clarity and fix the typo, an amendment will be added (see Amendment 5 in Exhibit 5) to modify the chart title to "Affordable Housing Units Created from 1992-2017" so that it includes the date span and makes things more clear for the reader.																																	

No.	Page #	Source	Type	Proposed Amendment
<i>Before the Oct. 9th Work Session</i>				
1	C-1	City Council	Update to improve clarity	Update the population chart to the Population and Land Area Estimates from the Washington State Office of Financial Management.
2	C-1	City Council	Update to improve clarity	Update the text of the call-out box to correlate with the above data source and note the annexation of Klahanie in 2016.
3	C-1, C-2, C-3, C-4, C-6, C-9	City Council	Update to improve clarity	Update all charts using American Community Survey 5-year estimates for 2011-2015 to the 5-year estimates for 2012-2016.
4	C-2, C-4, C-7, C-8, C-10	City Council	Update to improve clarity	Update all charts using the U.S. Department of Housing & Urban Development's Comprehensive Housing Affordability Strategy data for 2008-2012 to the 2011-2015.
5	C-11	Staff	Correction & update to improve clarity	Modify the chart title from "Affordable Housing Units Created in the Past 20 Years" to "Affordable Housing Units Created from 1992-2017".
6	C-2, C-4	Staff	Update to improve clarity	Update the text of the call-out box to correlate with the updated data source.
7	C-5	ARCH	Correction	Modify chart title from "Household Growth" to "Housing Unit Growth".
8	C-11	ARCH	Correction	Modify chart title from "Accessory Dwelling Units Constructed" to "Accessory Dwelling Units Permitted".

Agenda Bill

City Council Regular Meeting
November 06, 2018



SUBJECT:	Public hearings to consider adoption of ordinances for 2018 School District Capital Facilities Plans and 2019 School Impact Fees for the Issaquah, Lake Washington and Snoqualmie Valley school districts.	
DATE SUBMITTED:	October 26, 2018	
DEPARTMENT:	Community Development	
NEEDED FROM COUNCIL:	<input checked="" type="checkbox"/> Action <input type="checkbox"/> Direction <input type="checkbox"/> Informational	
RECOMMENDATION:	Complete public hearings and adopt ordinances amending the Sammamish Comprehensive Plan and approving school impact fee rates for 2019.	
EXHIBITS:	1. Exhibit 1 - Ordinance: School Impact Fees SV 2018 2. Exhibit 2 - 2018 Snoqualmie Valley School District Capital Facilities Plan 3. Exhibit 3 - Ordinance: School Impact Fees LW 2018 4. Exhibit 4 - 2018-2023 Lake Washington School District Capital Facilities Plan 5. Exhibit 5 - Ordinance: School Impact Fees ISD 2018 6. Exhibit 6 - 2018 Issaquah School District Capital Facilities Plan 7. Presentation: 11-6-18 Sch Imp Fees	
BUDGET:		
Total dollar amount		<input type="checkbox"/> Approved in budget
Fund(s)		<input type="checkbox"/> Budget reallocation required
		<input checked="" type="checkbox"/> No budgetary impact
WORK PLAN FOCUS AREAS:		
<input type="checkbox"/> Transportation	<input type="checkbox"/> Community Safety	
<input type="checkbox"/> Communication & Engagement	<input checked="" type="checkbox"/> Community Livability	
<input checked="" 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 City Council adopt ordinances for the 2018 School District Capital Facilities Plans and 2019 School Impact Fees for the Issaquah, Lake Washington and Snoqualmie Valley school districts?

KEY FACTS AND INFORMATION SUMMARY:**Summary Statement**

The three school districts that serve the City of Sammamish - Issaquah, Lake Washington, and Snoqualmie Valley - have prepared updated six-year capital facility plans (CFPs) that they have transmitted to the City in compliance with the requirements of the Growth Management Act and Chapter 21A.105 of the Sammamish Municipal Code (SMC). In addition to a summary of the Districts' current facility and student capacities, lists of future facility expansions and projected construction plans, and six-year financing plans, these CFPs include updated school impact fees for new single family and multi-family housing units. The impact fees help implement the Capital Facilities Element of the Comprehensive Plan and the Growth Management Act by:

1. Ensuring that adequate public school facilities and improvements are available to serve new development;
2. Establishing standards whereby new development pays a proportionate share of the cost for public school facilities needed to serve such new development;
3. Ensuring that school impact fees are imposed through established procedures and criteria so that specific developments do not pay arbitrary fees or duplicative fees for the same impact; and
4. Providing needed funding for growth-related school improvements to meet the future growth needs of the City of Sammamish.

The Growth Management Act authorizes cities to collect school impact fees on behalf of school districts on each new dwelling unit that is located within their district boundaries in Sammamish. The fees are held in a special interest-bearing account, and are distributed to the school districts on a monthly basis. The adoption of the Ordinances "adopting" the new school district CFPs and updating the school impact fees contained within them are an annual process for the City which is required by RCW 82.02.050 in order for the City to collect the impact fees.

The 2019 school impact fee rates, as established in each district's CFP, are as follows:

	2019 Single Family Per Unit	Change from 2018	2019 Multi-Family Per Unit	Change from 2018
Issaquah SD	\$15,276	+\$6,514 (+74%)	\$4,399	+\$938 (+27%)
Lake Washington SD	\$12,294	+\$340 (+3%)	\$624	-\$109 (-15%)
Snoqualmie Valley SD	\$11,359.65	+1,263 (+13%)	\$1,700.07	-\$527 (-24%)

The City will begin collecting school impact fees at these new rates beginning on January 1, 2019.

The proposed Ordinances would approve the new fees and replace the CFPs currently referenced in Appendix B of the City's Comprehensive Plan with the current versions. An environmental review of the Comprehensive Plan amendment was conducted in accordance with the requirements of the State Environmental Policy Act (SEPA), and a non-project SEPA Determination of Non-Significance was issued by the City on October 18, 2018.

FINANCIAL IMPACT:

N/A

OTHER ALTERNATIVES CONSIDERED:

N/A

**CITY OF SAMMAMISH
WASHINGTON
ORDINANCE NO. O2018-____**

AN ORDINANCE OF THE CITY OF SAMMAMISH, WASHINGTON, RELATING TO SCHOOL IMPACT FEES; AMENDING THE CITY'S COMPREHENSIVE PLAN TO ADOPT THE SNOQUALMIE VALLEY SCHOOL DISTRICT NO. 410 CAPITAL FACILITIES PLAN; ADOPTING THE ASSOCIATED SCHOOL IMPACT FEE SCHEDULE; AND, ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, Chapter 82.02 RCW authorizes the City to impose and collect impact fees for public facilities which are addressed by the Capital Facilities Element of the Comprehensive Plan adopted and revised in compliance with RCW 36.70A.070; and

WHEREAS, Sammamish Municipal Code (SMC) 24.25.030 and RCW 36.70A.130(2)(a)(iv) allow the Comprehensive Plan to be amended more than once a year, to address an amendment of the Capital Facilities Element of the Comprehensive Plan that occurs in conjunction with the adoption of the City budget; and

WHEREAS, Chapter 21A.105 SMC sets forth the administrative provisions applicable to the calculation, collection and adjustment of school impact fees on behalf of the school district; and

WHEREAS, SMC 21A.105.080 allows for an exemption or reduction to the fee for low or moderate income housing; and

WHEREAS, the Snoqualmie Valley School District has submitted to the City the District's Capital Facilities Plan for 2018 which establishes a revised impact fee schedule for single family housing units in the amount of \$11,359.65 per unit and for multifamily housing units in the amount of \$1,700.07 per unit; and

WHEREAS, an environmental review of the associated Comprehensive Plan amendment was conducted in accordance with the requirements of the State Environmental Policy Act (SEPA), a non-project SEPA Determination of Non-significance was issued by the City on October 18, 2018; and

WHEREAS, the fee schedule was calculated in accordance with SMC 21A.105.030 utilizing the formula set forth in SMC 21A.105.040; and

WHEREAS, the City Council conducted a public hearing on November 6, 2018 regarding the proposed amendment to the City's Comprehensive Plan, and finds that the proposed amendment is consistent with the Comprehensive Plan and is in the best interest of the public health, safety and welfare;

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

Section 1. Adoption of District Capital Facilities Plan. The City hereby adopts and incorporates herein by this reference the Snoqualmie Valley School District No. 410, Capital Facilities Plan 2018, attached hereto within Exhibit "A," into Volume II of the City's Comprehensive Plan.

Section 2. Adoption of Fee Schedule. The City hereby adopts the Snoqualmie Valley School District No. 410 impact fee schedule for single family housing units in the amount of \$11,359.65 per unit and for multifamily housing units in the amount of \$1,700.07 per unit.

Section 3. Effective Date. This Ordinance shall be published in the official newspaper of the City, and shall take effect and be in full force beginning January 1, 2019.

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:
First Reading:
Passed by the City Council:
Publication Date:
Effective Date:

SNOQUALMIE VALLEY SCHOOL DISTRICT 410

CAPITAL FACILITIES PLAN 2018



Snoqualmie Valley School District No. 410 hereby provides to the King County Council this Capital Facilities Plan documenting the present and future school facility requirements of the District. The Plan contains all elements required by the Growth Management Act and King County Code Title 21A.43, including a six (6) year financing plan component.

Adopted on June 7, 2018

SNOQUALMIE VALLEY SCHOOL DISTRICT NO. 410

2018-2023
SIX-YEAR CAPITAL FACILITIES PLAN

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For information about this plan, call the District Business Services Office
(425.831.8011)

**Snoqualmie Valley School District No. 410
Snoqualmie, Washington
(425) 831-8000**

Board of Directors

	<u>Position Number</u>	<u>Term</u>
Melissa Johnson, Vice-President	1	1/1/18 - 12/31/21
Geoff Doy	2	1/1/16 - 12/31/19
Carolyn Simpson, President	3	1/1/16 - 12/31/19
Gary Fancher	4	1/1/18 - 12/31/21
Dan Popp	5	1/1/16 - 12/31/19

Central Office Administration

Superintendent	G. Joel Aune
Assistant Superintendent - Teaching & Learning	Jeff Hogan
Assistant Superintendent - Finance & Operations	Ryan Stokes
Executive Director of Student Services	Nancy Meeks
Executive Director of Teaching and Learning	Dan Schlotfeldt

Snoqualmie Valley School District No. 410
Snoqualmie, Washington

Administration Building
8001 Silva Ave S.E., P.O. Box 400
Snoqualmie, WA 98065
(425) 831-8000
G. Joel Aune, Superintendent

Mount Si High School
8651 Meadowbrook Way S.E.
Snoqualmie, WA 98065
John Belcher, Principal

Cascade View Elementary
34816 SE Ridge Street
Snoqualmie, WA 98065
Jim Frazier, Principal

Mount Si H.S Freshman Campus
9200 Railroad Ave S.E.
Snoqualmie, WA 98065
Vernie Newell, Principal

Snoqualmie Elementary
39801 S.E. Park Street
Snoqualmie, WA 98065
John Norberg, Principal

Two Rivers School
330 Ballarat Ave.
North Bend, WA 98045
Rhonda Schmidt, Principal

North Bend Elementary
400 East Third Street
North Bend, WA 98045
Stephanie Shepherd, Principal

Fall City Elementary
33314 S.E. 42nd
Fall City, WA 98027
Katelyn Long, Principal

Chief Kanim Middle School
32627 S.E. Redmond-Fall City Rd.
P.O. Box 639
Fall City, WA 98024
Michelle Trifunovic, Principal

Timber Ridge Elementary
34412 SE Swenson Drive
Snoqualmie, WA 98065
Amy Wright, Principal

Twin Falls Middle School
46910 SE Middle Fork Road
North Bend, WA 98045
Jeff D'Ambrosio, Principal

Opstad Elementary
1345 Stilson Avenue S.E.
North Bend, WA 98045
Ryan Hill, Principal

Section 1. Executive Summary

This Six-Year Capital Facilities Plan (the “Plan”) has been prepared by the Snoqualmie Valley School District (the “District”) as the organization’s primary facility planning document, in compliance with the requirements of the State of Washington's Growth Management Act and King County Code 21A.43. This plan was prepared using data available in the spring of 2018 and is consistent with prior capital facilities plans adopted by the District; however, this plan is not intended to be the sole plan for all of the organization's needs.

In order for impact fees to be collected in the unincorporated areas of King County, the King County Council must adopt this plan, as proposed by the District. The Snoqualmie Valley School District also includes the incorporated cities of Snoqualmie and North Bend, as well as a portion of the city of Sammamish. The cities of Snoqualmie, North Bend, and Sammamish have each adopted a school impact fee policy and ordinance similar to the King County model.

Pursuant to the requirements of the Growth Management Act and the local implementing ordinances, this plan will be updated on an annual basis with any changes in the fee schedule adjusted accordingly. See Appendix A for the current single family residence and multi-family residence calculations.

The District’s Plan establishes a "standard of service" in order to ascertain current and future capacity. This standard of service is reflective of current student/teacher ratios that the District hopes to be able to maintain during the period reflected in this Capital Facilities Plan. The Standard of Service has been updated to incorporate anticipated class size reduction at the K-3 level, but **does not** incorporate additional class size reductions for all other grades, as outlined in Initiative 1351, which was approved by voters in November 2014. Future updates to this plan will consider incorporating those class sizes as more details surrounding the implementation of Initiative 1351 are known.

It should also be noted that although the State Superintendent of Public Instruction establishes square foot guidelines for capacity funding criteria, those guidelines do not account for the local program needs in the District. The Growth Management Act and King County Code 21A.43 authorize the District to make adjustments to the standard of service based on the District's specific needs.

In general, the District's current standard provides the following (see Section 2 for additional information):

School Level	Target Average Student/Teacher Ratio
Elementary	20 Students
Middle	27 Students
High	28 Students

School capacity is based on the District standard of service and use of existing inventory. Existing inventory includes both permanent and relocatable classrooms (i.e. portable classroom units). Using reduced class size at the K-3 level, the District's current overall permanent capacity is 5,170 students (with an additional 2,012 student capacity available in portable classrooms). October enrollment for the 2017-18 school year was 6,705 full time equivalents ("FTE"). FTE enrollment is projected to increase by 12% to 7,520 in 2023, based on the mid-range of enrollment projections provided by a third-party demographer. Washington State House Bill 2776, which was enacted in 2010, requires all kindergarten classes in the State to convert to full day kindergarten by 2018. The District converted to full day kindergarten in 2016. This transition doubled the number of classrooms needed for kindergarteners, including those which require additional special educational services. HB 2776 also stipulates K-3 class sizes to be reduced to 17 students per teacher by 2018 (down from the 21:1 average currently funded). This transition has also required significant increases in the number of classrooms needed to adequately serve our grades 1-3 population. As noted in Section 7, the elementary school portable classrooms in the district house the equivalent of 2 elementary schools, or approximately one-third of all elementary students.

Though areas of growth are seen in various areas of the District, the most notable growth continues to be in the Snoqualmie Ridge and North Bend areas. United States Census data released a few years ago indicated the City of Snoqualmie as the fastest growing city in the State over the past decade, with 35% of the population under the age of 18. The cities of Snoqualmie and North Bend both anticipate future housing growth beyond 2023, while growth in unincorporated King County and the city of Sammamish should experience minimal housing growth in the District, unless annexations occur.

Such large and sustained growth continues to create needs for additional classroom inventory. Previously, those needs have been addressed via the construction of Cascade View Elementary in 2005, Twin Falls Middle School in 2008, a 12 portable classroom expansion at Mount Si High School in 2009 and the conversion of Snoqualmie Middle School into a Freshman Campus for Mount Si High School in 2013, as well as the addition of numerous portable classrooms throughout the District.

In the February 2015, a bond proposition was passed to construct a 6th elementary school and expand and modernize the main campus of Mount Si High School.

The expanded and modernized Mount Si High School facilitates the relocation of the freshman campus back onto the main high school campus, which in turn creates needed middle school capacity by converting the current Freshman Campus back to a middle school (Snoqualmie Middle School). The bond proposition did not address the need for expanded field capacity to adequately serve the anticipated larger student body. The District is working on land acquisition and/or alternative field solutions in order to address those known capacity needs.

The 2015 voter-approved proposition also included funds to construct a new Elementary School #6. The construction of Timber Ridge Elementary, completed in 2016 provided initial capacity at all elementary schools to implement full day kindergarten, reduce K-3 class sizes and provide for enrollment growth, as all District elementary schools underwent a re-boundary process in preparation for the opening of Timber Ridge. Elementary capacity needs calculated in this plan incorporate the lower K-3 class sizes that should be fully implemented by 2018. Despite the addition of Timber Ridge and

recent additions of portable classrooms, the significant reductions in K-3 class sizes have resulted in most elementary schools currently at capacity. Future enrollment growth, when combined with these reduced class sizes, will require additional future elementary school capacity. Portable classrooms may provide some short-term relief, however, many of the District's current elementary schools have reached the capacity to add more portable classrooms due to a number of factors, including: land availability, building code restrictions, and capacity of corresponding common areas such as parking, bathrooms, specialist classrooms and building support services. As such, the District anticipates the need for a 7th Elementary School in 2022 in order to provide adequate capacity for future enrollment growth.

Middle school level capacity shortfalls are projected during the construction of Mount Si High School, and will likely be addressed first via conversion of computer labs into general education classrooms until the reinstatement of Snoqualmie Middle School as part of the high school expansion project noted above. If the classroom conversions do not provide sufficient capacity relief at the middle school level prior to the time that Snoqualmie Middle School is brought back online as a middle school facility, the district would need to purchase additional portable classrooms.

Section 2. Current District "Standard of Service"

(as defined by King County Code 21A.06)

King County Code 21A.06 refers to a "standard of service" that each school district must establish in order to ascertain its overall capacity. The standard of service identifies the program year, the class size, the number of classrooms, students and programs of special need, and other factors (determined by the district), which would best serve the student population. Relocatables (i.e. portable classroom units) may be included in the capacity calculation using the same standards of service as the permanent facilities.

The standard of service outlined below reflects only those programs and educational opportunities provided to students that directly affect the capacity of the school buildings. The special programs listed below require classroom space; thus, the permanent capacity of some of the buildings housing these programs has been reduced in order to account for those needs. Standard of Service has been updated to incorporate anticipated class size reduction at the K-3 level, but **does not** incorporate additional class size reductions for all other grades, as outlined in Initiative 1351, which was approved by voters in November 2014. Future updates to this plan will consider incorporating those class sizes as more details surrounding the implementation of Initiative 1351 are known.

Standard of Service for Elementary Students

- | | |
|--|-------------|
| • Average target class size for grades K – 2: | 17 students |
| • Average target class size for grade 3: | 17 students |
| • Average target class size for grades 4-5: | 27 students |
| • Special Education for students with disabilities may be provided in a self-contained classroom. Average target class size: | 12 students |

Identified students will also be provided other special educational opportunities in classrooms designated as follows:

- Resource rooms
- Computer rooms
- English Language Learners (ELL)
- Education for disadvantaged students (Title I)
- Gifted education (Hi-C)
- District remediation programs
- Learning assisted programs
- Severely behavior disordered
- Transition room
- Mild, moderate and severe disabilities
- Preschool programs

Standard of Service for Secondary Students

- Average target class size for grades 6-8: 27 students
- Average target class size for grades 9-12: 29 students
- Average target class size for Two Rivers School: 20 students
- Special Education for students with disabilities may be provided in a self-contained classroom. Average target class size: 12 students

Identified students will also be provided other special educational opportunities in classrooms designated as follows:

- English Language Learners (ELL)
- Resource rooms (for special remedial assistance)
- Computer rooms
- Daycare programs

The District's ultimate goal is to provide a standard of service of 17 students per classroom for kindergarten through grade 3, and 25 students per classroom in grades 4 through 5. However, the state currently funds grades 4 and 5 at 27 students per classroom.

Room Utilization at Secondary Schools

It is not possible to achieve 100% utilization of regular teaching stations because of scheduling conflicts for student programs, the need for specialized rooms for certain programs, and the need for teachers to have a work space during their planning periods. Based on actual utilization due to these considerations, the district uses a standard utilization rate of 83% (5 out of 6 periods) for determining middle school capacity.

Beginning in the 2018-19 school year, Mount Si High School is converting to a 7 period schedule. Teachers will only teach 5 of those periods, resulting in an expected room utilization of 71% (5 out of 7). As a result of lower room utilization rates, the average target class size for capacity purposes for Mount Si has also been increased from 27 to 29. Adjustments to the class size and classroom utilization rates may occur in future revisions to this plan, based on revisions to the new high school schedule as it is implemented.

Section 3. Inventory and Evaluation of Current Permanent Facilities

The District's current overall capacity after consideration for smaller class sizes in grades K-3 is 7,182 students (5,170 in permanent classrooms and 2,012 in portable classrooms). October enrollment for the 2017-18 school year was 6,705 full time equivalents ("FTE"). FTE enrollment is projected to increase by 12% to 7,520 in 2023, based on the mid-range of enrollment projections provided by a third-party demographer.

Calculations of elementary, middle, and high school capacities have been made in accordance with the current standards of service. Due to changes in instructional programs, student needs (including special education) and other current uses, some changes in building level capacity have occurred at some schools. An inventory of the District's schools arranged by level, name, and current permanent capacity are summarized in the following table. In addition, a summary of overall capacity and enrollment for the next six years is discussed further in Section 7.

The physical condition of the District's facilities was evaluated by the 2012 State Study and Survey of School Facilities completed in accordance with WAC 180-25-025. As schools are modernized, the State Study and Survey of School Facilities report is updated. That report is incorporated herein by reference.

**Inventory of Permanent School Facilities and Related Program Capacity
2018**

ELEMENTARY LEVEL				
Facility	Address	Grade Span	Permanent Capacity *	2017-18 FTE Enrollment **
CASCADE VIEW	34816 SE Ridge Street Snoqualmie, Washington	K thru 5	460	591
FALL CITY	33314 SE 42nd Place Fall City, Washington	K thru 5	320	563
NORTH BEND	400 E 3rd Street North Bend, Washington	K thru 5	304	493
OPSTAD	1345 Stilson Av SE North Bend, Washington	K thru 5	420	548
SNOQUALMIE	39801 SE Park Street Snoqualmie, Washington	K thru 5 & Preschool	280	520
TIMBER RIDGE	34412 SE Swenson Drive Snoqualmie, Washington	K thru 5	584	655
Total Elementary School			2,368	3,370
MIDDLE SCHOOL LEVEL				
Facility	Address	Grade Span	Permanent Capacity *	2017-18 FTE Enrollment **
CHIEF KANIM	32627 SE Redmond-Fall City Road Fall City, Washington	6, 7 & 8	593	798
TWIN FALLS	46910 SE Middle Fork Road North Bend, Washington	6, 7 & 8	660	820
Total Middle School			1,253	1,618
HIGH SCHOOL LEVEL				
Facility	Address	Grade Span	Permanent Capacity *	2017-18 FTE Enrollment **
MOUNT SI	8651 Meadowbrook Way SE Snoqualmie, Washington	9 thru 12	1,117	1,024
MOUNT SI FRESHMAN CAMP	9200 Railroad Ave SE Snoqualmie, Washington	9	432	494
TWO RIVERS	330 Ballarat, North Bend, WA	7 thru 12	0	98
Total High School			1,549	1,616
TOTAL DISTRICT			5,170	6,604

* Does not include capacity for special programs as identified in Standards of Service section.

** Difference between enrollment (pg. 13) is due to rounding, Parent Partner Program, and out-of-district placements.

Section 4. Relocatable (Portable) Classrooms

For a definition of relocatables and permanent facilities, see Section 2 of King County Code 21A.06.

The District inventory includes 96 portable classrooms that provide standard capacity and special program space as outlined in Section 2. The District inventory of portables provides approximately 28% of capacity District-wide. Based on projected enrollment growth and timing of anticipated permanent facilities, the district anticipates the need to acquire additional portables at the elementary and potentially the middle school level during the next six-year period.

As enrollment fluctuates, portables provide flexibility to accommodate immediate needs and interim housing. Because of this, new and modernized school sites are all planned to accommodate the potential of adding portables in order to address temporary fluctuations in enrollment. In addition, the use and need for portables will be balanced against program needs. Portables are not a solution for housing students on a permanent basis, and the District would like to reduce the percentage of students that are housed in portable classrooms.

The cost of portables also varies widely based on the location, jurisdictional permitting requirements and intended use of the classrooms.

The District has an additional 15 portable classrooms in its inventory that are used for special program purposes or districtwide support services and are not available for regular classroom needs.

Section 5. Six Year Enrollment Projections

The District contracts with Educational Data Solutions, LLC (“EDS”) to project student enrollment over the next six years. EDS provides the District a low, middle and high-range projections that are based on historic growth trends, future building plans and availability, birth rates, as well as economic and various other factors that contribute to overall population growth. Based on the mid-range projection provided in November 2017 by EDS, enrollment is expected to increase by 815 students (12%) over the next six years.

The enrollment projections shown below have been adjusted beginning in 2016 to account for the conversion of half-day kindergarten students to full-day kindergarten students, as required by Washington State House Bill 2776, which was enacted in 2010. While this change does not increase the number of students (headcount) projected to attend our District over the next six years, it does increase the need for additional classroom capacity as these students will now be attending our buildings for the full day and will require twice the amount of space as their half-day counterparts. This adjustment results in an increase of approximately 260 FTE kindergarteners beginning in 2016.

**Snoqualmie Valley School District No. 410
Actual Full-Time Equivalent Enrollment through 2017 and Projected Enrollment from 2018 through 2023**

GRADE:	Actual									Enrollment Projections through 2023 *					
	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023
Kindergarten **	234	236	233	257	245	267	241	548	508	510	557	560	559	561	552
1st Grade	504	505	490	495	540	530	578	526	574	522	530	578	581	580	582
2nd Grade	489	530	501	491	504	559	536	614	560	608	541	549	600	605	606
3rd Grade	512	491	522	510	509	515	567	559	608	569	625	557	565	619	627
4th Grade	505	527	493	534	517	509	566	597	566	638	591	649	580	591	649
5th Grade	481	506	517	492	528	538	526	570	596	575	648	600	660	592	605
K-5 Subtotal	2,725	2,795	2,756	2,779	2,843	2,918	3,014	3,414	3,412	3,422	3,492	3,493	3,545	3,548	3,621
6th Grade	472	475	491	504	472	514	570	529	580	608	576	649	602	663	596
7th Grade	416	469	480	488	512	481	525	572	511	573	613	581	654	609	671
8th Grade	426	430	473	481	476	505	486	508	563	503	568	608	576	650	607
6-8 Subtotal	1,314	1,374	1,444	1,473	1,460	1,500	1,581	1,609	1,654	1,684	1,757	1,838	1,832	1,922	1,874
9th Grade	476	431	408	467	477	489	525	475	510	564	504	571	611	579	655
10th Grade	403	420	400	406	473	469	473	500	472	497	555	498	565	604	573
11th Grade	391	383	385	364	369	396	357	310	362	331	347	387	347	394	421
12th Grade	359	346	372	410	363	388	372	324	295	326	307	331	370	332	376
9-12 Subtotal	1,629	1,580	1,565	1,647	1,682	1,742	1,727	1,609	1,639	1,718	1,713	1,787	1,893	1,909	2,025
K-12 TOTAL	5,668	5,749	5,765	5,899	5,985	6,160	6,322	6,632	6,705	6,824	6,962	7,118	7,270	7,379	7,520
	2.5%	1.4%	0.3%	2.3%	1.5%	2.9%	2.6%	4.9%	1.1%	1.8%	2%	2.2%	2.1%	1.5%	1.9%

* Enrollment Projections above reflect mid-range enrollment projections provided by Educational Data Solutions, LLC (EDS) in November 2017.

** Kindergarteners are counted as 1/2 FTE until 2016, when kindergarten classes transitioned to full day programming.

*** The district experienced large increases in Running Start enrollment for grades 11-12 recently. It is still too early to determine if this is a trend or an anomaly based on current circumstances (construction, high school schedule, etc.) Future enrollment will continue to be monitored and projections may be adjusted in subsequent updates to the Capital Facilities Plan.

Section 6. Six-Year Planning and Construction Plan

The District plans to use the following strategies in order to address future needs districtwide:

- Construction of new schools: full reconstruction and expansion of MSHS, and planning and construction of a new elementary school;
- Reinstatement of Snoqualmie Middle School upon partial completion of high school expansion and relocation of current Freshman Campus onto existing main high school campus location;
- Use of additional portables to provide housing of students not provided for under other strategies;
- Field improvements needed to serve the expanded capacity at MSHS; and
- Acquisition of land needed for expansion of transportation facility needs related to growth.

In the fall of 2014, the Board concluded that it would pursue an expanded Mount Si High School and proceeded to adopt a 2015 bond proposition to construct a newly expanded Mount Si High School with modernization of certain existing components. The bond proposition was passed by the voters in February, 2015.

The expanded and modernized Mount Si High School will facilitate the relocation of the freshman campus onto the main high school campus, which in turn creates needed middle school capacity by converting the current Freshman Campus back to a middle school (Snoqualmie Middle School). The bond proposition also did not address the need for expanded field capacity to adequately serve the anticipated larger student body. The District is currently working on land acquisition and/or alternative field solutions in order to address those known capacity needs.

The 2015 voter-approved proposition also included funds to construct a new Elementary School #6 (Timber Ridge Elementary). The construction and opening of Timber Ridge in 2016 provides initial capacity at all elementary schools to implement full day kindergarten, reduce K-3 class sizes and provide for enrollment growth, as all District elementary schools underwent a re-boundary process in preparation for the opening of Timber Ridge. Elementary capacity calculated in this plan incorporates the lower K-3 class sizes that should be fully implemented by 2018. Despite the addition of Timber Ridge and recent additions of portable classrooms, the significant reductions in K-3 class sizes have resulted in most elementary schools currently at capacity. Future enrollment growth, when combined with these reduced class sizes, will require additional future elementary school capacity. Portable classrooms may provide some short-term relief, however the district currently houses nearly 2 elementary schools of classrooms in portables, or approximately one-third of all elementary students. Many of the District's current elementary schools have reached the capacity to add more portable classrooms due to a number of factors, including: land availability, building code restrictions, and capacity of corresponding common areas such as parking, bathrooms, specialist classrooms and building support services. As such, the District anticipates the need for a 7th Elementary School in 2022 in order to provide adequate capacity for future enrollment growth.

Also of note, the 2015 bond proposition included consideration for the construction of a separate preschool facility that will serve the growing special education needs of our District. This facility would increase the capacity at the elementary school which currently houses the preschool program, and will allow for expansion of our preschool capacity in response to overall population growth. The timing and location of that facility is current under review, based on a number of changes since the planning of the 2015 bond - primarily, the vast geographic area of the District, combined with the expansion of centralized programs requiring transportation to a central facility in the district. One such example is the STREAM program, which has replaced Hi-C programs in each elementary school with a centralized magnet program currently housed at Snoqualmie Elementary. The transportation requirements of this program, when combined with the transportation needs of the preschool program are significant. When combined with a growing shortage of available bus drivers, the location and timing of the new preschool facility should be carefully considered.

The District also needs to identify additional land to adequately serve enrollment growth. The District's current transportation facility is inadequate for meeting the District's needs. The District has no space at the current facility to park additional busses which are needed to meet the growing student population. In planning for the most recent bond measure, the Board considered adding a new transportation facility to the project list. In an attempt to control the overall cost of the bond proposition, this facility was the first capital improvement left off of the prioritized list of needed improvements recommended by administration. However, at a minimum, additional land must be identified in the near future to meet short term needs, even prior to securing funding for a full-scale transportation facility that will support the future enrollment growth of the district.

Section 7. Six-Year Classroom Capacities: Availability/Deficit Projections

After considering K-3 class size reductions to quantify current capacity, future enrollment projections, and added capacity from construction plans discussed in previous sections above, the following table summarizes permanent and portable projected capacity to serve our students during the periods of this Plan.

As demonstrated in the table, the District has continuing permanent capacity needs at ALL levels. Some of those needs were partially addressed with the opening of Elementary #6 (Timber Ridge Elementary School). The expansion of Mount Si High School makes significant improvements in permanent capacity at the high school and middle school levels. However, given the conversion to full day kindergarten and reduced elementary class sizes required by 2018, combined with current enrollment growth from new development, even after opening Timber Ridge, the District will face a need to plan for additional capacity at the K-5 level. Some of those additional capacity needs will need to be addressed in the short-term with portable classrooms. The construction of Elementary #7 will address the longer-term capacity needs.

As summarized in the table, the District currently has 28% of its classroom capacity in portable classrooms. With the addition of portable classrooms and the construction of two new facilities over the period of this Plan, the District would have 20% of its classroom capacity in portable classrooms in 2022, assuming older portable classrooms are not removed from service.

The District will continue to work towards reducing the percentage of students housed in portable classrooms, while also monitoring the future elementary school needs in the district.

PROJECTED CAPACITY TO HOUSE STUDENTS

Elementary School K-5

PLAN YEARS: *	2018	2019	2020	2021	2022	2023
Permanent Capacity	2,368	2,368	2,368	2,468	2,468	3,052
New Construction: <i>Preschool, ES#7</i>	-	-	100	-	584	-
Permanent Capacity subtotal:	2,368	2,368	2,468	2,468	3,052	3,052
Projected Enrollment:	3,422	3,492	3,493	3,546	3,548	3,621
Surplus/(Deficit) of Permanent Capacity:	(1,054)	(1,124)	(1,025)	(1,078)	(496)	(569)
Portable Capacity Available:	1,040	1,160	1,240	1,240	1,240	1,240
Portable Capacity Changes (+/-):	120	80	-	-	-	-
Surplus/(Deficit) with Portables:	106	116	215	162	744	671

Middle School 6-8

PLAN YEARS: *	2018	2019	2020	2021	2022	2023
Permanent Capacity	1,253	1,253	1,724	1,724	1,724	1,724
Conversion of Freshman Campus to MS	-	471	-	-	-	-
Permanent Capacity subtotal:	1,253	1,724	1,724	1,724	1,724	1,724
Projected Enrollment:	1,684	1,757	1,838	1,832	1,922	1,874
Surplus/(Deficit) of Permanent Capacity:	(431)	(33)	(114)	(108)	(198)	(150)
Portable Capacity Available:	314	314	381	381	381	381
Portable Capacity Changes (+/-):	-	67	-	-	-	-
Surplus/(Deficit) with Portables:	(117)	348	267	273	183	231

High School 9-12

PLAN YEARS: *	2018	2019	2020	2021	2022	2023
Permanent Capacity **	1,549	1,549	2,117	2,150	2,150	2,150
New Construction: MSHS expansion	-	568	33	-	-	-
Total Capacity:	1,549	2,117	2,150	2,150	2,150	2,150
Projected Enrollment:	1,718	1,713	1,787	1,893	1,909	2,025
Surplus/(Deficit) Permanent Capacity:	(169)	404	363	257	241	125
Portable Capacity Available: **	538	538	105	105	105	105
Portable Capacity Changes (+/-):	-	(433)	-	-	-	-
Surplus/(Deficit) with Portables:	369	509	468	362	346	230

K-12 TOTAL

PLAN YEARS: *	2018	2019	2020	2021	2022	2023
Total Permanent Capacity:	5,170	6,209	6,342	6,342	6,926	6,926
Total Projected Enrollment:	6,824	6,962	7,118	7,271	7,379	7,520
Surplus/(Deficit) Permanent Capacity:	(1,654)	(753)	(776)	(929)	(453)	(594)
Total Portable Capacity	2,012	1,726	1,726	1,726	1,726	1,726
Total Permanent and Portable Capacity	7,182	7,935	8,068	8,068	8,652	8,652
Surplus/(Deficit) with Portables:	358	973	950	797	1,273	1,132

* Plan Years are calendar years; projected enrollment listed above represents fall enrollment of that year.

** Beginning in school year 2018-19, high school capacity has been adjusted to reflect anticipated daily schedule changes. Refer to pg.9 for more information.

Section 8. Impact Fees and the Finance Plan

The school impact fee formula ensures that new development only pays for the cost of the facilities necessitated by new development. The following impact fee calculations examine the costs of housing the students generated by each new single family dwelling unit and each new multi-family dwelling unit. These are determined using student generation factors, which indicate the number of students that each dwelling produces based on recent historical data. The student generation factor is applied to the anticipated school construction costs (construction cost only, **not** total project cost), which is intended to calculate the construction cost of providing capacity to serve each new dwelling unit during the six year period of this Plan. The formula does not require new development to contribute the costs of providing capacity to address needs created by existing housing units.

The construction cost, as described above, is reduced by any State matching dollars anticipated to be awarded to the District, and the present value of future tax payments related to the debt service on school construction bonds. This adjusted construction cost quantifies the cost of additional capacity per new residence during the six year period of this Plan.

However, in accordance with the regulations of King County and the cities of Sammamish, Snoqualmie and North Bend, the local community must share 50% of each cost per new residence. As such, the final impact fee proposed by the District to its respective municipalities for collection reflects this additional required reduction to the cost per new residence.

The finance plan below demonstrates how the Snoqualmie Valley School District plans to finance improvements for the years 2018 through 2023. The financing components are primarily composed of secured funding (via the recently approved bond proposition). The District currently owns land in Snoqualmie or North Bend for a new elementary school #7. The District must also plan for additional land and facilities to meet identified transportation facility needs. Future updates to this Plan will include updated information regarding these capacity-related projects and their associated construction costs.

For the purposes of this Plan's construction costs, the District is using actual and construction bid amounts for the Mount Si High School project and actual costs of recent portable acquisitions and the construction of Timber Ridge. These costs include an adjustment for expected cost escalation through the anticipated bid year of each anticipated project.

The District has also updated State match availability estimates from OSPI. A district can be eligible for potential State matching funds for 1) new construction, and 2) modernization/new-in-lieu construction. The calculation for matching funds are grouped and calculated as K-8 and 9-12 capacity.

For purposes of the Impact Fee calculation, only new construction matching funds are applicable. Timber Ridge Elementary qualified for new construction state matching funds. Mount Si High School expansion and rebuild project is anticipated to qualify for modernization matching funds for most of the existing square footage of the building.

Based on the most recent OSPI estimates using the 2023 enrollment projections, the District would not qualify for State matching funds for the new construction of Elementary #7. The OSPI calculation is based on K-8 capacity. When the current Freshman Campus is converted back to a middle school, that building is added to the overall K-8 capacity and currently would prevent the District from qualifying for K-8 state matching funds for new construction.

2018 FINANCING PLAN

Facility:	Estimated Cost	Unsecured Source of Funds:			Secured Source of Funds:		
		Bonds/Local	State Match*	Impact Fees	Bonds	State Match	Impact Fees
MSHS New/Modernization, Land Acquisition and Field Improvements	\$219,800,000 ¹	\$0	\$21,389,169	\$500,000	\$197,410,831	\$0	\$500,000
Preschool	\$4,740,750 ¹	\$0	\$0	\$490,750	\$4,000,000	\$0	\$250,000
Elementary School #7	\$40,700,000 ¹	\$39,700,000	\$0	\$1,000,000		\$0	\$0
Portable Classrooms - ES	\$1,680,000 ¹	\$0	\$0	\$780,000	\$0	\$0	\$900,000
Land Acquisition/Development - Transportation Facility Expansion	\$4,500,000 ¹	TBD	\$0	TBD	\$0	\$0	\$0

* Note that State Match funds will be held and used to offset costs of unforeseen conditions, unanticipated cost escalation, and/or project change orders, etc. At the completion of construction of all projects in the 2015 Bond Proposition, any unused State Match funds will be used to pay down principal outstanding on remaining debt. Such funds may also be used to make other capital improvements to the facilities of the District, but only after holding a public hearing thereon pursuant to RCW 28A.530.020.

¹ Listed here are estimated total project costs as adjusted for cost escalation through anticipated bid year.

Please note that only construction cost (not total anticipated project cost) is used in the calculation of school impact fees. Those are estimated as follows:

Added Elementary School Capacity: Estimated total project cost = \$40,700,000 Estimated cost of construction = \$30,500,000.
Added High School Capacity: Estimated total project cost = \$219,800,000 Estimated cost of construction = \$178,900,000

Appendix A: Single Family Residence Impact Fee Calculation

Site Aquisition Cost Per Residence

Formula: ((Acres x Cost per Acre) / Facility Size) x Student Factor

	Site Size	Cost / Acre	Facility Size	Student Factor	
Elementary	15	\$0	n/a	0.3900	\$0.00
Middle	25	\$0	n/a	0.1690	\$0.00
High	40	\$0	n/a	0.1980	\$0.00
A----->					\$0.00

Permanent Facility Construction Cost Per Residence

Formula: ((Facility Cost / Facility Capacity) x Student Factor) x (Permanent/Total Footage Ratio)

	Facility Cost	Facility Capacity	Student Factor	Footage Ratio	
Elementary	\$30,500,000	584	0.3900	0.8781	\$17,885.27
Middle	\$0	0	0.1690	0.9397	\$0.00
High	\$178,900,000	2,150	0.1980	0.9703	\$15,986.12
B----->					\$33,871.39

Temporary Facilities Cost Per Residence

Formula: ((Facility Cost / Facility Capacity) x Student Factor) x (Temporary/Total Footage Ratio)

	Facility Cost	Facility Capacity	Student Factor	Footage Ratio	
Elementary	\$168,000	20	0.3900	0.1219	\$399.34
Middle	\$168,000	27	0.1690	0.0603	\$63.41
High	\$0	0	0.1980	0.0297	\$0.00
C----->					\$462.75

State Match Credit Per Residence (if applicable)

Formula: Current Construction Cost Allocation x SPI Footage x District Match x Student Factor

	CCCA	SPI Footage	District Match	Student Factor	
Elementary	\$225.97	90	n/a	0.3900	n/a
Middle	\$225.97	117	n/a	0.1690	n/a
High	\$225.97	130	10.25%	0.1980	\$596.19
D----->					\$596.19

Tax Credit Per Residence

Average Residential Assessed Value	\$578,702
Current Debt Service Tax Rate	\$2.3300
Annual Tax Payment	\$1,348.37
Bond Buyer Index Annual Interest Rate	3.85%
Discount Period (Years Amortized)	10
TC----->	\$11,018.65

Fee Per Residence Recap:

Site Acquisition Cost	\$0.00
Permanent Facility Cost	\$33,871.39
Temporary Facility Cost	\$462.75
Subtotal	\$34,334.14
State Match Credit	(\$596.19)
Tax Payment Credit	(\$11,018.65)
Subtotal	\$22,719.30
50% Local Share	(\$11,359.65)
Impact Fee, net of Local Share	\$11,359.65

Appendix A: Multi-Family Residence Impact Fee Calculation

Site Acquisition Cost Per Residence

Formula: ((Acres x Cost per Acre) / Facility Size) x Student Factor

	Site Size	Cost / Acre	Facility Size	Student Factor	
Elementary	15	\$0	n/a	0.0880	\$0.00
Middle	25	\$0	n/a	0.0420	\$0.00
High	40	\$0	n/a	0.0450	\$0.00
A----->					\$0.00

Permanent Facility Construction Cost Per Residence

Formula: ((Facility Cost / Facility Capacity) x Student Factor) x (Permanent/Total Footage Ratio)

	Facility Cost	Facility Capacity	Student Factor	Footage Ratio	
Elementary	\$30,500,000	584	0.0880	0.8781	\$4,035.87
Middle	\$0	0	0.0420	0.9397	\$0.00
High	\$178,900,000	2,150	0.0450	0.9703	\$3,633.34
B----->					\$7,669.21

Temporary Facilities Cost Per Residence

Formula: ((Facility Cost / Facility Capacity) x Student Factor) x (Temporary/Total Footage Ratio)

	Facility Cost	Facility Capacity	Student Factor	Footage Ratio	
Elementary	\$168,000	20	0.0880	0.1219	\$90.11
Middle	\$168,000	27	0.0420	0.0603	\$15.76
High	\$0	0	0.0450	0.0297	\$0.00
C----->					\$105.87

State Match Credit Per Residence (if applicable)

Formula: Current Construction Cost Allocation x SPI Footage x District Match x Student Factor

	CCCA	SPI Footage	District Match %	Student Factor	
Elementary	\$225.97	90	n/a	0.0880	n/a
Middle	\$225.97	117	n/a	0.0420	n/a
High	\$225.97	130	10.25%	0.0450	\$135.50
D----->					\$135.50

Tax Credit Per Residence

Average Residential Assessed Value	\$222,656
Current Debt Service Tax Rate	\$2,3300
Annual Tax Payment	\$518.79
Bond Buyer Index Annual Interest Rate	3.85%
Discount Period (Years Amortized)	10
TC----->	\$4,239.45

Fee Per Residence Recap:

Site Acquisition Cost	\$0.00	
Permanent Facility Cost	\$7,669.21	
Temporary Facility Cost	\$105.87	
Subtotal		\$7,775.08
State Match Credit	(\$135.50)	
Tax Payment Credit	(\$4,239.45)	
Subtotal		\$3,400.13
50% Local Share		(\$1,700.07)
Impact Fee, net of Local Share		\$1,700.07

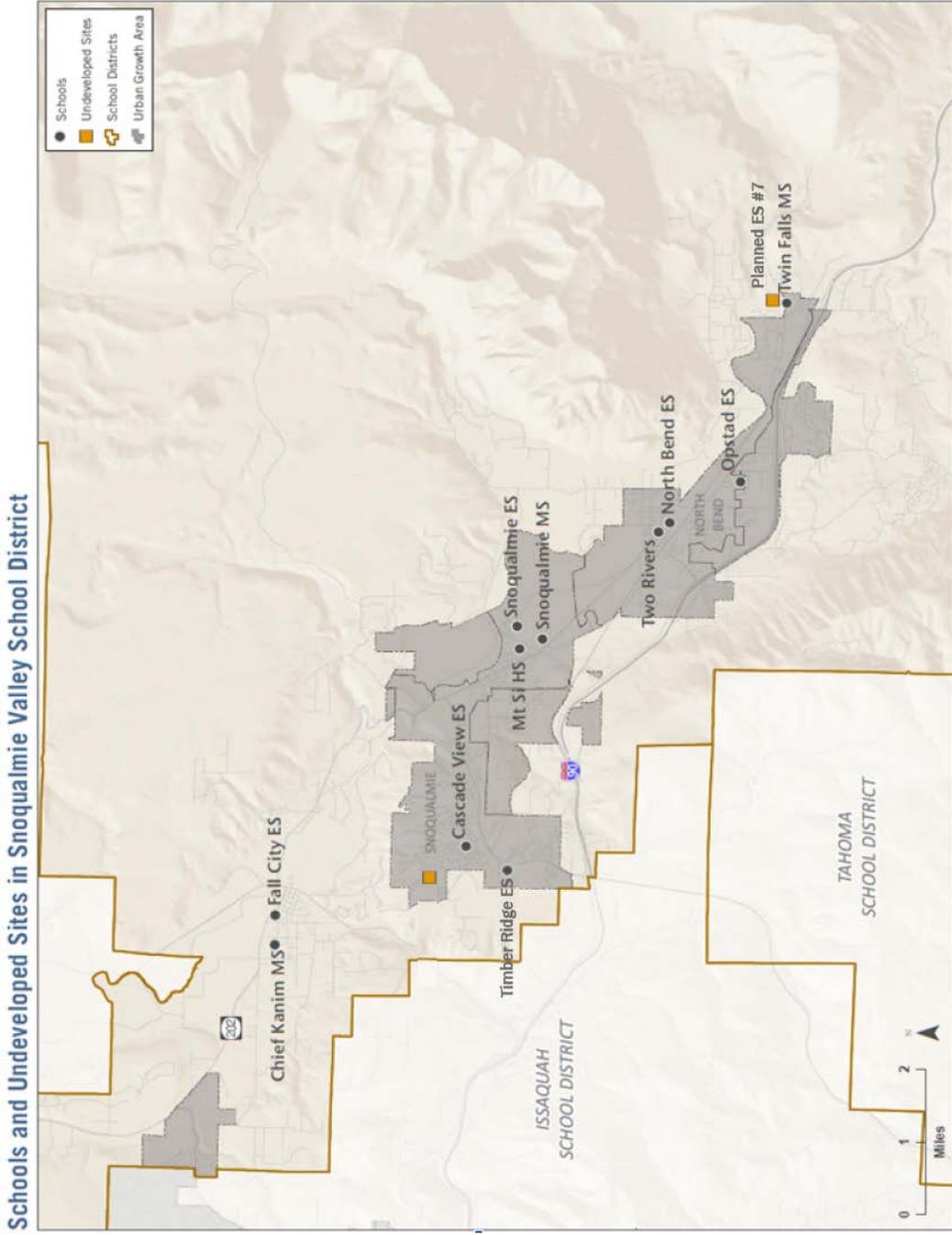
Appendix B: Composite Student Generation Factors

Single Family Dwelling Unit:			
	Issaquah	Lake Wash.	Average:
Elementary	0.343	0.436	0.390
Middle	0.158	0.180	0.169
High	0.261	0.135	0.198
Total:	0.762	0.751	0.757

Multi Family Dwelling Unit:			
	Issaquah	Lake Wash.	Average:
Elementary	0.110	0.066	0.088
Middle	0.058	0.025	0.042
High	0.072	0.018	0.045
Total:	0.240	0.109	0.175

Notes: The above student generation rates represent unweighted averages, based on adjacent school districts.

Ordinance No. 10162, Section R., Page 5: lines 30 thru 35 & Page 6: line 1:
 "Student factors shall be based on district records of average actual student generation rates for new developments constructed over a period of not more than five (5) years prior to the date of the fee calculation: provided that, if such information is not available in the district, data from adjacent districts, districts with similar demographics, or county wide averages may be used."



**CITY OF SAMMAMISH
WASHINGTON
ORDINANCE NO. O2018-____**

**AN ORDINANCE OF THE CITY OF SAMMAMISH, WASHINGTON,
RELATING TO SCHOOL IMPACT FEES; AMENDING THE CITY'S
COMPREHENSIVE PLAN TO ADOPT THE LAKE WASHINGTON
SCHOOL DISTRICT NO. 414 CAPITAL FACILITIES PLAN; ADOPTING
THE ASSOCIATED SCHOOL IMPACT FEE SCHEDULE; AND,
ESTABLISHING AN EFFECTIVE DATE.**

WHEREAS, Chapter 82.02 RCW authorizes the City to impose and collect impact fees for public facilities which are addressed by the Capital Facilities Element of the Comprehensive Plan adopted and revised in compliance with RCW 36.70A.070; and

WHEREAS, Sammamish Municipal Code (SMC) 24.25.030 and RCW 36.70A.130(2)(a)(iv) allow the Comprehensive Plan to be amended more than once a year, to address an amendment of the Capital Facilities Element of the Comprehensive Plan that occurs in conjunction with the adoption of the City budget; and

WHEREAS, Chapter 21A.105 SMC sets forth the administrative provisions applicable to the calculation, collection and adjustment of school impact fees on behalf of the school district; and

WHEREAS, SMC 21A.105.080 allows for an exemption or reduction to the fee for low or moderate income housing; and

WHEREAS, the Lake Washington School District has submitted to the City the District's Capital Facilities Plan for 2018-2023 which establishes a revised impact fee schedule for single family housing units in the amount of \$12,294 per unit and for multifamily housing units in the amount of \$624 per unit; and

WHEREAS, an environmental review of the associated Comprehensive Plan amendment was conducted in accordance with the requirements of the State Environmental Policy Act (SEPA), a non-project SEPA Determination of Non-significance was issued by the City on October 18, 2018; and

WHEREAS, the fee schedule was calculated in accordance with SMC 21A.105.030 utilizing the formula set forth in SMC 21A.105.040; and

WHEREAS, the City Council conducted a public hearing on November 6, 2018 regarding the proposed amendment to the City's Comprehensive Plan, and finds that the proposed amendment is consistent with the Comprehensive Plan and is in the best interest of the public health, safety and welfare;

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

Section 1. Adoption of District Capital Facilities Plan. The City hereby adopts and replaces herein by this reference the Lake Washington School District No. 414, Six-Year Capital Facility Plan 2018-2023, attached hereto within Exhibit "A," into Volume II of the City's Comprehensive Plan.

Section 2. Adoption of Fee Schedule. The City hereby adopts the Lake Washington School District No. 414 impact fee schedule for single family housing in the amount of \$12,294 per unit and for multifamily housing units in the amount of \$624 per unit.

Section 3. Effective Date. This Ordinance shall be published in the official newspaper of the City, and shall take effect and be in full force beginning January 1, 2019.

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:
First Reading:
Passed by the City Council:
Publication Date:
Effective Date:

Six-Year Capital Facilities Plan

2018 - 2023



Clara Barton Elementary School – To Open Fall 2018

Board Adopted: June 25, 2018

Lake Washington School District #414
Serving Redmond, Kirkland, Sammamish, and King County, Washington

Lake Washington School District #414

Serving Redmond, Kirkland, Sammamish, and King County, Washington

SCHOOL BOARD MEMBERS

Siri Bliesner, President

Mark Stuart, Vice President

Christopher Carlson

Eric Laliberte

Cassandra Sage

SUPERINTENDENT

Dr. Traci Pierce

**Lake Washington School District's
Six-Year Capital Facilities Plan
2018-2023**

**For information about this plan, call the District Support Services Center
(425.936.1108)**

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I. Executive Summary

This Six-Year Capital Facilities Plan (the “plan”) has been prepared by the Lake Washington School District (the “district”). It is the organization’s primary facility planning document in compliance with the requirements of the State of Washington’s Growth Management Act and King County Code 21A.43. It is also used as a basis for requesting the collection of school impact fees. This plan was prepared using data available in the spring of 2018.

King County was the first jurisdiction in the State of Washington to adopt a Growth Management Act school impact fee ordinance in 1991 (with fee collection first becoming effective in 1992). The King County Council adopted the ordinance, including the school impact fee formula, following a stakeholder process that included representatives from school districts and the development community. The adopted formula requires that the calculated fee be reduced by fifty percent. This discount factor was negotiated as a part of the stakeholder process. Most cities in King County (and in other areas) adopted the King County school impact fee formula, including the discount factor, in whole as a part of their school impact fee ordinances.

In order for school impact fees to be collected in the unincorporated areas of King County, the King County Council must adopt this plan. The cities of Redmond, Kirkland and Sammamish have each adopted a school impact fee policy and ordinance similar to the King County model.

Pursuant to the requirements of the Growth Management Act and the local implementing ordinances, this plan will be updated on an annual basis with any changes in the fee schedule adjusted accordingly. See *Appendix B* for the current single-family calculation and *Appendix C* for the current multi-family calculation.

The district’s capital facilities plan establishes a "standard of service" in order to ascertain current and future capacity. This plan reflects the current student/teacher standard of service ratio and service model for other special programs. Future state funding decisions could have an additional impact on class sizes and facility needs.

I. Executive Summary (continued)

While the State Superintendent of Public Instruction establishes square foot guidelines for funding, those guidelines do not account for the local program needs in the district. The Growth Management Act and King County Code 21A.43 authorize the district to determine a standard of service based on the district's specific needs.

The district's current standard provides the following (see *Section III* for specific information):

Grade Level	Target Teacher-Student Ratio
K-1	20 Students
2-3	23 Students
4-5	27 Students
6-8	30 Students
9-12	32 Students

School capacity is based on the district standard of service and the existing inventory of available classrooms, including both permanent and relocatable (portable) classrooms. As shown in *Appendix A1 and A2*, the district's overall total capacity is 33,856. The total net available capacity is 29,301 including net permanent capacity of 25,338 and 3,963 in relocatables. Student headcount enrollment as of October 1, 2017 was 29,074.

The district experienced actual growth of 566 students in 2017. A six-year enrollment projection, as required for this plan, is shown in *Table 1*. During the six-year window from 2018 to 2023, enrollment is projected to increase by 2,765 students to a total of 32,337. Growth is projected at all grade levels.

The Lake Washington School District is the fastest growing school district in King County and one of the fastest growing school districts in the state. The district went from being the sixth largest school district in the state to fourth largest in 2015. In 2016, the District became the third largest school district in the state. Enrollment growth has resulted in overcrowding in many district schools.

I. Executive Summary (continued)

In December 2014, a Long-Term Facilities Planning Task Force, comprised of representatives from each of the district's schools and community members, was convened to develop recommendations on long-term facilities planning. From December 2014 to October 2015, this Task Force and a smaller Working Subcommittee met 20 times to learn about and have detailed discussions on topics ranging from construction costs to classroom space usage to facilities funding. In November 2015, the Board of Directors accepted the recommendations of the Task Force.

The recommendations provide a 15-year framework to address growing enrollment, provide needed space to reduce class size and reduce the reliance on relocatables. The recommendations prioritize building new schools and enlarging aging schools to address capacity needs. Subsequent to the work of the Task Force, the district proposed a bond measure for April 2016. Voters approved that bond measure which includes funding for the following projects:

- A new elementary school in North Redmond (Site 28) with a permanent capacity of 690 students. The school is scheduled to open in the fall of 2018
- A new elementary school in Redmond Ridge East (Site 31) with a permanent capacity of 690 students. This school is scheduled to open in the fall of 2018
- A new middle school in Redmond Ridge (Site 72) with a permanent capacity for 900 students. The school is scheduled to open in the fall of 2019)
- Rebuilding and expanding Juanita High School from a permanent capacity of 1,311 to 1,815 students (an increase of 504 students). This school is scheduled to open in the Fall of 2020.
- Rebuilding and expanding Kirk Elementary School for a permanent capacity of 690 students (an increase of 299). The school is scheduled to open in the fall of 2019.
- Rebuilding and expanding Mead Elementary School for a capacity of 690 students (an increase of 230). The school is scheduled to open in the fall of 2019.
- Repurposing Old Redmond School House to be a preschool building to free up space at elementary schools. The school is scheduled to open in the fall of 2019.

I. Executive Summary (continued)

- Rebuilding Explorer Community Elementary School. The school is complete and opened in the fall of 2017.

In addition, within the six-year window of this plan, the framework of the long term plan included a bond measure proposed for 2018. The following projects were presented to District voters in February 2018:

- A new elementary school in the Lake Washington Learning Community
- An addition at Lake Washington High School
- Rebuild and enlarge Alcott Elementary School
- Rebuild and enlarge Kamiakin Middle School
- A Choice high school in Sammamish
- Property for new schools

The February 2018 bond measure did not pass, although the need for these projects still remains. Therefore, the above projects are presented in this report as occurring within the six-year window of the Lake Washington School District 2018-2023 Six-Year Capital Facilities Plan.

The finance plan shown on *Table VI* demonstrates how the Lake Washington School District plans to finance improvements for the years 2018 through 2023. The financing components include secured and unsecured funding.

II. Six-Year Enrollment Projection and Long Term Planning

Six-Year Enrollment Projection

The district developed long-term enrollment projections to assess facility capacity needs. Based on these projections the district expects enrollment to increase by over 2,765 students from the 2018 school year through 2023.

The district experienced actual growth of 566 students in 2017. A six-year enrollment projection, as required for this plan, is shown in *Table 1*. During the six-year window from 2018 to 2023, enrollment is projected to increase by 2,765 students resulting in a 9.4% increase over the current student population. Growth is expected to significantly impact all grade levels.

Student enrollment projections have been developed using two methods: (1) *cohort survival* - which applies historical enrollment trends to the classes of existing students progressing through the system; and (2) *development tracking* - which projects students anticipated from new development. The cohort survival method was used to determine base enrollments. Development tracking uses information on known and anticipated housing development. This method allows the district to more accurately project student enrollment resulting of new development by school attendance area.

Cohort Survival

King County live birth data is used to predict future kindergarten enrollment. Actual King County live births through 2016 are used to project kindergarten enrollment through the 2021-2022 school year. After 2022, the number of live births is based on King County projections. Historical data is used to estimate the future number of kindergarten students that will generate from county births. For other grade levels, cohort survival trends compare students in a particular grade in one year to the same group of students in prior years. From this analysis a cohort survival trend is determined. This trend shows if the cohort of students is increasing or decreasing in size. This historical trend can then be applied to predict future enrollment.

II. Six-Year Enrollment Projection and Long Term Planning (continued)

Development Tracking

In order to ensure the accuracy and validity of enrollment projections, a major emphasis has been placed on the collection and tracking of data of 86 known new housing developments within the district. This information is obtained from the cities and county and provides the foundation for a database of known future developments, as well as city and county housing growth targets. This assures the district's plan is consistent with the comprehensive plans of the local permitting jurisdictions. Contact is made with each developer annually to determine the number of homes to be built and the anticipated development schedule.

Student Generation Rates

Developments that are near completion, or have been completed, within the last five years are used to forecast the number of students generated by new development. District wide statistics show that each new single-family home currently generates a 0.436 elementary student, 0.180 middle school student, and 0.135 senior high student, for a total of 0.751 school-age child per single family home (see *Appendix B*). New multi-family housing units currently generate an average of 0.066 elementary student, 0.025 middle school student, and 0.018 senior high student for a total of 0.109 school age child per multi-family home (see *Appendix C*). Since 2016 the total of the student generation numbers has increased for single-family developments and for multi-family units. These student generation factors (see *Appendix D*) are used to forecast the number of students expected from the new developments that are planned over the next six years.

Enrollment Projection Scenarios

The district works with Western Demographics, an expert demographer, to review enrollment and projection methodology. They have completed an independent enrollment projection and high, medium and low scenarios for future enrollment growth. The district projections along with the demographer high, medium, and low projections are shown in *Table 1*.

III. Current District “Standard of Service”

King County Code 21A.06 refers to a “standard of service” that each school district must establish in order to ascertain its overall capacity. The standard of service identifies the program year, the class size, the number of classrooms, students and programs of special need, and other factors determined by the district, which would best serve the student population. Relocatables (i.e. portable classroom units) may be included in the capacity calculation using the same standards of service as permanent facilities.

The standard of service outlined below reflects only those programs and educational opportunities provided to students that directly affect the capacity of the school buildings. The special programs listed below require classroom space; reducing the total permanent capacity of the buildings housing these programs. Newer buildings have been constructed to accommodate some of these programs. Older buildings require additional reduction of capacity to accommodate these programs. At both the elementary and secondary levels, the district considers the ability of students to attend neighborhood schools to be a component of the standard of service.

The district’s standard of service, for capital planning purposes, and the projects identified in this plan, include space needed to serve students in All Day Kindergarten. Beginning in the 2016-2017 school year, the State funded All Day Kindergarten for all students.

Standard of Service for Elementary Students

School capacity at elementary schools is calculated on an average class size in grades K-5 of 23; based on the following student/teacher staffing ratios:

- Grades K - 1 @ 20:1
- Grades 2 - 3 @ 23:1
- Grades 4-5 @ 27:1

III. Current District “Standard of Service” (continued)
--

The elementary standard of service includes spaces to accommodate:

- Special Education for students with disabilities which may be served in a self-contained classroom
- Music instruction provided in a separate classroom
- Art/Science room in modernized schools
- Resource rooms to serve students in:
 - Safety Net / Remedial programs
 - Special Education programs
 - English Language Learners (ELL)
- Gifted education (pull-out Quest programs)
- Special Education, Head Start and Ready Start Preschool

Standard of Service for Secondary Students

School capacity at secondary school is based on the follow class size provisions:

- Class size for grades 6-8 should not exceed 30 students
- Class size for grades 9-12 should not exceed 32 students

In the secondary standard of service model:

- Special Education for students with disabilities may be provided in a self-contained classroom

Identified students will also be provided other special educational opportunities in classrooms designated as follows:

- Resource rooms
- English Language Learners (ELL)

Room Utilization at Secondary Schools

It is not possible to achieve 100% utilization of regular teaching stations at secondary schools due to scheduling conflicts for student programs, the

III. Current District “Standard of Service” (continued)

need for specialized rooms for certain programs, and the need for teachers to have a work space during their planning periods.

The district has determined a standard utilization rate of 70% for non-rebuilt secondary schools. For secondary schools that have been rebuilt or rebuilt and enlarged, the standard utilization rate is 83%.

IV. Inventory and Evaluation of Current Facilities

As of May 2018, the district has total classrooms of 1,429, including 1,261 permanent classrooms and 168 relocatable classrooms (see *Appendix A-1*). These classrooms represent a theoretical capacity to serve 33,856 if all classrooms were only used as general classroom spaces. However, the district's standard of service provides for the use of classrooms for special programs, such as Special Education, English Language Learners and Safety Net programs. These programs serve students at much lower student to teacher ratios than general education classrooms, or serve the same students for a portion of the day when they are pulled out of the regular classroom.

As a result, the net capacity of these school buildings is adjusted. A total of 218 classroom spaces are used for special programs as shown in Appendix A-2. The remaining classrooms establish the net available capacity for general education purposes and represent the district's ability to house projected student enrollment based on the Standard of Service defined in Section III, Current District Standard of Service.

After providing space for special programs the district has a net available classroom capacity to serve 29,301 students. This includes 24,810 in permanent regular education capacity, 528 for self-contained program capacity and 3,963 in relocatable (portable) capacity.

Enrollment in 2017 was 29,572 and is expected to increase to 32,337 in 2023 (see *Table 1*).

The physical condition of the district's facilities is documented in the 2017 State Study and Survey of School Facilities completed in accordance with WAC 180-25-025. As schools are modernized or replaced, the State Study and Survey of School Facilities report is updated. That report is incorporated herein by reference. In addition, every district facility (permanent and relocatable) is annually evaluated as to condition in accordance with the State Asset Preservation Program.

V. Six-Year Planning and Construction Plan

Enrollment projections show that enrollment will increase at all grade spans. Based on the enrollment projections contained in *Table 5*, student enrollment is anticipated to reach 32,337 by 2023. The district current inventory of existing permanent capacity is 25,338.

To address existing and future capacity needs, the district contemplates using the following strategies:

- Construction of new schools
- Additions/expansion of an existing high school
- Rebuild and enlarge existing schools
- Use of relocatables as needed
- Boundary adjustments

Construction of new capacity in one area of the district could indirectly create available capacity at existing schools in other areas of the district through area specific boundary adjustments. Future updates to this plan will include specific information regarding adopted strategies.

Strategies to address capacity needs employed over the prior six-year planning timeline (2012-2017) included:

- Phase II School Modernization (2006-2013) was funded by the voters in February 2006. The approved bond measure funded the modernization/replacement of 11 schools throughout the district. School modernization/replacement projects included the addition of new student permanent capacity, as needed. The Phase II School Modernization projects, within the last six years, included:
 - Muir, Sandburg, and Keller Elementary Schools opened in the fall of 2012
 - Bell, Rush, and Community Elementary Schools; Rose Hill Middle School; and International Community School opened in the fall 2013

V. Six-Year Planning and Construction Plan (<i>continued</i>)
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- Additional classrooms were built at Redmond and Eastlake High Schools, and a new Science, Technology, Engineering and Math (STEM) high school (Nikola Tesla STEM High School) was built on the east side of the District. The additions opened in the fall of 2012. The STEM school was opened in 2012.
- Three boundary adjustments were completed: (1) Due to overcrowding at Rosa Parks Elementary in Redmond Ridge, a temporary boundary adjustment was made to reassign some students from Redmond Ridge East to Wilder Elementary; (2) Because of overcrowding at Einstein and Rockwell Elementary Schools a temporary boundary adjustment was conducted to move unoccupied new developments from those schools to Mann Elementary; and, (3) District-wide boundary adjustments were identified in 2014 for implementation in the fall of 2016
- Four additional relocatables were added to Mann Elementary and to Wilder Elementary in the summer of 2014 to accommodate additional students.
- Twenty-two relocatable classrooms were added at various locations in the summer of 2015 (as identified in *Section VI*) to help relieve capacity issues. Eight additional relocatables were added in 2016 to accommodate enrollment growth.
- A seven-classroom addition was opened at Redmond Elementary School in 2016.
- Ten relocatable classrooms will be added in 2018 to accommodate enrollment growth.

Based on the student enrollment and facility capacity outlined in *Table 5*, the district has funding from the April 2016 bond measure to construct the following projects within the period of this plan including:

- Two new elementary schools: one in Redmond Ridge East (King County); and one in North Redmond (Redmond)
- Rebuilding and expanding Kirk Elementary School (Kirkland)
- Rebuilding and expanding Mead Elementary School (Sammamish)
- A new middle school in Redmond Ridge (King County)
- Rebuilding and expanding Juanita High School (Kirkland)
- Upgrading Old Redmond School House for Preschool

V. Six-Year Planning and Construction Plan *(continued)*

- Replacing Explorer Community Elementary with a new modular school

In addition, within the six-year window of this plan, a 2018 bond measure was presented to voters in February 2018. This bond measure did not pass, however, the need for these projects still remains. That bond measure included the following projects:

- One new elementary school (Lake Washington Learning Community)
- An addition at Lake Washington High School (Kirkland)
- Rebuilding and expanding Alcott Elementary School (King County)
- Rebuilding and expanding Kamiakin Middle School (Kirkland)
- One new Eastside Choice high school in Sammamish
- Land purchases for new schools

Many district sites are either at or close to maximum relocatable placement. However, the District may need to purchase and use relocatables to address capacity needs at sites able to accommodate additional relocatables.

VI. Relocatable and Transitional Classrooms

The district facility inventory includes 168 relocatables (i.e. portable classroom units). Relocatables provide standard capacity and special program space as outlined in *Section III* (see *Appendix A*).

Relocatable classrooms have been used to address capacity needs in the following schools:

- In 2011, the district placed relocatable classrooms at school sites in Kirkland, Redmond and unincorporated King County:
 - *Kirkland area*: Lakeview Elementary School – two classrooms, and Rose Hill Elementary School two classrooms
 - *Redmond area*: Rockwell Elementary School – one classroom and Redmond Middle School - four classrooms
 - *Unincorporated King County area*: Rosa Parks Elementary School – two classrooms
- In 2012, the district placed four relocatable classrooms at Redmond High School. In addition, because of capacity issues, Northstar Middle School moved from Lake Washington High School into relocatables units at Emerson High School and Renaissance Middle School moved from Eastlake High School into relocatables classrooms on the same campus.
- In 2013, four relocatable classrooms were added to Redmond High School to support special education program space needs and two additional relocatable classrooms were placed at Redmond Middle School.
- In 2014 the district placed an additional ten relocatable classrooms needed as a result of enrollment growth. Four relocatables were placed at Mann Elementary School in Redmond and two at Redmond Elementary School. Four relocatables were placed at Wilder Elementary School.
- In 2015 the district added twenty-two relocatables to address enrollment growth. These were placed at various schools throughout the district
 - Six at Lake Washington High School (Kirkland)
 - Four at Redmond Elementary School (Redmond)
 - Three at Alcott Elementary School (King County)
 - Three at Rush Elementary School (Redmond)

VI. Relocatable and Transitional Classrooms (<i>continued</i>)

- Two at Evergreen Middle School (King County)
- One at Audubon Elementary School (Redmond)
- One at Franklin Elementary School (Kirkland)
- One at Frost Elementary School (Kirkland)
- One at Redmond Middle School (Redmond)
- The district added another eight relocatables to schools in the summer of 2016.
 - Four at Lake Washington High School (Kirkland)
 - Two at Evergreen Middle School (King County)
 - One at Alcott Elementary School (King County)
 - One at Keller Elementary School (Kirkland)
- In the summer of 2018, the District plans to add 10 relocatables .
 - Two at Lakeview Elementary School (Kirkland)
 - Two at Muir Elementary School (Kirkland)
 - Two at Rose Hill Elementary School (Kirkland)
 - Three at Twain Elementary School (Kirkland)
 - One at Rush Elementary School (Redmond)

The district's long term plan anticipates providing new and expanded permanent facilities to serve student enrollment. Once these permanent facilities are funded and completed, the district can begin to reduce the reliance on relocatables.

For a definition of relocatables and permanent facilities, see *Section 2 of King County Code 21A.06*. As schools are modernized/replaced, permanent capacity will be added to replace relocatables currently on school sites to the extent that enrollment projections indicate a demand for long-term permanent capacity (see *Table 5*).

As enrollment fluctuates, relocatables provide flexibility to accommodate immediate needs and interim housing. Because of this, new school and modernized school sites are planned for the potential of adding up to four relocatables to accommodate the changes in demographics. The use and need for relocatable classrooms will be balanced against program needs.

VII. Six-Year Classroom Capacities: Availability / Deficit Projection

As demonstrated in *Appendix A*, the district currently has permanent capacity (classroom and special education) to serve 11,682 students at the elementary level, 6,220 students at the middle school level, and 7,436 students at the high school level. Current enrollment at each grade level is identified in *Appendix A*. Completed projects, as shown in Table 5, would result in an increased permanent capacity for 5,631 students in 2023. Relocatable facilities will be used to address capacity needs that cannot be immediately served by permanent capacity.

Differing growth patterns throughout the district may cause some communities to experience overcrowding. This is especially true in portions of the district where significant housing development has taken place. A strong residential building market, housing starts, growth and the number of developments under construction continues to increase. The continued development of north and northwest Redmond, the Sammamish Plateau and also in the downtown and Totem Lake areas of Kirkland, plus in-fill and short plats in multiple municipalities, will put additional pressure on schools in those areas.

VIII. Impact Fees and the Finance Plan

The school impact fee formula calculates a proportionate share of the costs of system improvements that are reasonably related to new development. The formula multiplies the per student costs of site acquisition and construction costs for new capacity projects by a student generation rate to identify the share per dwelling unit share of the facilities that are needed to serve new growth. (The student generation rate is the average number of students generated by dwelling unit type - new single family and multi-family dwelling units.) The formula then provides a credit against the calculated costs per dwelling unit for any School Construction Assistance Program funding that the District expects to receive for a new capacity project from the State of Washington and for the estimated taxes that a new homeowner will pay toward the debt service on school construction bonds. The calculated fee (see *Appendix B* and *Appendix C*) is then discounted, as required by ordinance, by fifty percent.

For the purposes of this plan and the impact fee calculations, the actual construction cost data from recently completed projects (Sandburg Elementary School, opened in 2012; Rose Hill Middle School, opened in 2013; and Lake Washington High School, opened in 2011) have been used (see *Appendix E*).

The finance plan shown on *Table 6* demonstrates how the Lake Washington School District plans to finance improvements for the years 2018 through 2023. The financing components include secured and unsecured funding. This plan is based on current and future project approval, securing state construction assistance, and collection of impact fees under the state's Growth Management Act.

IX. Appendices

Appendices A 1-2: Calculations of Capacities for Elementary Schools,
Middle Schools, and Senior High Schools

Appendix B: Calculations of Impact Fees for Single Family
Residences

Appendix C: Calculations of Impact Fees for Multi-Family
Residences

Appendix D: Student Generation Factor Calculations

Appendices E 1-3: Calculation Back-Up

Lake Washington School District

Calculations of Capacities for
Elementary, Middle, and High Schools

Capital Facilities Plan 2018-2023

TOTAL ALL CLASSROOMS							
Elementary Schools	Number of Classrooms			Capacity			Total
	Permanent	Relocatable	Total	Permanent	Relocatable	Total	
ALCOTT	26	12	38	598	276	874	
AUDUBON	22	3	25	506	69	575	
BELL	27	0	27	621	0	621	
BLACKWELL	24	3	27	552	69	621	
CARSON	23	4	27	529	92	621	
COMMUNITY	3	0	3	69	0	69	
DICKINSON	23	4	27	529	92	621	
DISCOVERY	3	0	3	69	0	69	
EINSTEIN	24	1	25	552	23	575	
EXPLORER	3	1	4	69	23	92	
FRANKLIN	23	3	26	529	69	598	
FROST	24	1	25	552	23	575	
JUANITA	23	0	23	529	0	529	
KELLER	21	1	22	483	23	506	
KIRK	22	3	25	506	69	575	
LAKEVIEW	22	4	26	506	92	598	
MANN	22	4	26	506	92	598	
MCAULIFFE	23	7	30	529	161	690	
MEAD	25	6	31	575	138	713	
MUIR	23	0	23	529	0	529	
REDMOND	31	8	39	713	184	897	
ROCKWELL	25	5	30	575	115	690	
ROSA PARKS	27	10	37	621	230	851	
ROSE HILL	24	2	26	552	46	598	
RUSH	28	3	31	644	69	713	
SANDBURG	25	0	25	575	0	575	
SMITH	26	8	34	598	184	782	
THOREAU	22	0	22	506	0	506	
TWAIN	26	4	30	598	92	690	
WILDER	23	8	31	529	184	713	
Totals	663	105	768	15,249	2,415	17,664	
Middle Schools	Number of Classrooms			Capacity			Total
	Permanent	Relocatable	Total	Capacity Percent	Permanent (30 x Capacity %)	Relocatable (30 x Capacity %)	
ENVIRONMENT	5	0	5	83%	125	0	125
EVERGREEN	36	13	49	83%	896	324	1,220
FINN HILL****	28	0	28	83%	697	0	697
INGLEWOOD	55	0	55	70%	1,155	0	1,155
INTERNATIONAL	21	0	21	83%	523	0	523
KAMIAKIN	30	7	37	70%	630	147	777
KIRKLAND****	25	0	25	83%	623	0	623
NORTHSTAR	0	4	4	70%	0	84	84
REDMOND****	37	7	44	83%	921	174	1,095
RENAISSANCE	0	4	4	70%	0	84	84
ROSE HILL****	41	0	41	83%	1,021	0	1,021
STELLA SCHOL	3	0	3	83%	75	0	75
Totals	281	35	316	9	6,666	813	7,479
Senior High Schools	Number of Classrooms			Capacity			Total
	Permanent	Relocatable	Total	Capacity Percent	Permanent (32 x Capacity %)	Relocatable (32 x Capacity %)	
EMERSON HIGH	10	2	12	70%	224	45	269
EASTLAKE	93	0	93	70%	2,083	0	2,083
FUTURES	3	0	3	70%	67	0	67
JUANITA	55	8	63	83%	1,461	212	1,673
LAKE WASHING	59	10	69	83%	1,567	266	1,833
REDMOND****	73	8	81	83%	1,939	212	2,151
TESLA STEM**	24	0	24	83%	637	0	637
Totals	317	28	345		7,978	735	8,713
TOTAL DISTRICT	1,261	168	1,429		29,893	3,963	33,856
Key:							
Total Enrollment on this chart does not include Emerson K-12, contractual, and WANIC students							
Self-contained rooms have a capacity of 12							
Non-modernized secondary schools have standard capacity of 70%							
****Modernized secondary schools have standard capacity of 83%							

Lake Washington School District

Calculations of Capacities for
Elementary, Middle, and High Schools

Capital Facilities Plan 2018-2023

Elementary Schools	SPECIAL PROGRAM CLASSROOMS USED									NET AVAILABLE CAPACITY				ENROLLMENT Oct 2017	
	Permanent Classrooms	Number of Classrooms							Number of Classrooms		Net Permanent 23	Self Contained Classroom	Relocatable 23		Total
		Self Cont.	Resource Rooms	ELL Rooms	Pre-School	Music Rooms	Arts/Sci Rooms	Pull-out Quest	Permanent	Relocatable					
ALCOTT	26	0	2	1	0	2	0	0	21	12	483	0	276	759	839
AUDUBON	22	0	2	1	0	1	1	0	17	3	391	0	69	460	598
BELL	27	0	2	1	4	1	1	0	18	0	414	0	0	414	415
BLACKWELL	24	0	1	1	0	1	1	0	20	3	460	0	69	529	580
CARSON	23	0	1	1	3	1	1	0	16	4	368	0	92	460	454
COMMUNITY	3	0	0	0	0	0	0	0	3	0	69	0	0	69	71
DICKINSON	23	2	3	1	0	2	0	0	15	4	345	24	92	461	556
DISCOVERY	3	0	0	0	0	0	0	0	3	0	69	0	0	69	69
EINSTEIN	24	0	2	1	0	1	0	0	20	1	460	0	23	483	445
EXPLORER	3	0	0	0	0	0	0	0	3	1	69	0	23	92	71
FRANKLIN	23	2	2	1	0	1	1	0	16	3	368	24	69	461	456
FROST	24	2	2	1	0	1	1	0	17	1	391	24	23	438	425
JUANITA	23	0	1	1	2	1	1	0	17	0	391	0	0	391	367
KELLER	21	2	2	1	0	1	1	0	14	1	322	24	23	369	367
KIRK	22	0	3	1	0	1	0	0	17	3	391	0	69	460	561
LAKEVIEW	22	0	1	1	0	1	1	0	18	4	414	0	92	506	564
MANN	22	2	2	0	0	1	1	0	16	4	368	24	92	484	461
MCAULIFFE	23	2	1	1	0	1	0	0	18	7	414	24	161	599	493
MEAD	25	0	2	1	0	2	0	0	20	6	460	0	138	598	604
MUIR	23	0	3	1	1	1	1	0	16	0	368	0	0	368	422
REDMOND	31	2	4	1	0	2	0	0	22	8	506	24	184	714	782
ROCKWELL	25	0	2	1	0	2	0	0	20	5	460	0	115	575	634
ROSA PARKS	27	1	2	1	0	2	1	0	20	10	460	12	230	702	644
ROSE HILL	24	2	1	1	0	1	1	1	17	2	391	24	46	461	475
RUSH	28	0	2	1	1	1	1	0	22	3	506	0	69	575	615
SANDBURG	25	0	3	0	1	1	1	0	19	0	437	0	0	437	447
SMITH	26	0	4	1	0	2	0	0	19	8	437	0	184	621	696
THOREAU	22	0	2	1	0	1	0	1	17	0	391	0	0	391	462
TWAIN	26	2	2	1	0	1	1	0	19	4	437	24	92	553	605
WILDER	23	0	2	1	0	2	0	0	18	8	414	0	184	598	615
Totals	663	19	56	25	12	35	15	3	498	105	11,454	228	2,415	14,097	14,773
Middle Schools	Number of Classrooms									NET AVAILABLE CAPACITY				ENROLLMENT Oct 2017	
Schools	Self Cont.	Resource Rooms	ELL Rooms						Net Permanent Classrooms	Relocatable Classrooms	Net Permanent Classrooms	Self Contained Classroom	Relocatable Capacity		Total
ENVIRONMENTAL****	5	0	0	0					5	0	125	0	0	125	140
EVERGREEN	36	2	2	1					31	13	772	24	324	1,120	1,203
FINN HILL****	28	1	1	1					25	0	623	12	0	635	635
INGLEWOOD	55	1	2	0					52	0	1,092	12	0	1,104	1,208
INTERNATIONAL ****	21	0	0	0					21	0	523	0	0	523	438
KAMIAKIN	30	3	1	1					25	7	525	36	147	708	585
KIRKLAND****	25	2	0	0					23	0	573	24	0	597	615
NORTHSTAR	0	0	0	0					0	4	0	0	84	84	90
REDMOND****	37	2	0	1					34	7	847	24	174	1,045	1,041
RENAISSANCE	0	0	0	0					0	4	0	0	84	84	92
ROSE HILL****	41	1	2	1					37	0	921	12	0	933	891
STELLA SCHOLA	3	0	0	0					3	0	75	0	0	75	90
Totals	281	12	8	5					256	35	6,076	144	813	7,033	7,028
Senior High Schools	Number of Classrooms									NET AVAILABLE CAPACITY				ENROLLMENT Oct 2017	
Schools	Self Cont.	Resource Rooms	ELL Rooms						Net Permanent Classrooms	Relocatable Classrooms	Net Permanent Classrooms	Self Contained Classroom	Relocatable Capacity		Total
EMERSON HIGH	10	0	2	0					8	2	179	0	45	224	53
EASTLAKE	93	3	5	1					84	0	1,882	36	0	1,918	1,780
FUTURES	3	0	0	0					3	0	67	0	0	67	27
JUANITA	55	3	3	1					48	8	1,275	36	212	1,523	1,443
LAKE WASHINGTON**	59	3	1	1					54	10	1,434	36	266	1,736	1,597
REDMOND****	73	4	0	1					68	8	1,806	48	212	2,066	1,764
TESLA STEM****	24	0	0	0					24	0	637	0	0	637	609
Totals	317	13	11	4					289	28	7,280	156	735	8,171	7,273
TOTAL DISTRICT	1,261	44	75	34	12	35	15	3	1,043	168	24,810	528	3,963	29,301	29,074
Key:															
Total Enrollment on this chart does not include Emerson K-12, contractual, and WANIC students															
Self-contained rooms have a capacity of 12															
Non-modernized secondary schools have standard capacity of 70%															
****Modernized secondary schools have standard capacity of 83%															

Lake Washington School District

Capital Facilities Plan 2018-2023

**Estimated School Impact Fee Calculation
Based on King County Code 21.A.43**

Single Family Residence ("SFR")

School Site Acquisition Cost:

	<u>Facility Acreage</u>	<u>Cost/ Acre</u>	<u>Facility Size</u>	<u>Site Cost/ Student</u>	<u>Student Factor</u>	<u>Cost/ SFR</u>
Elementary	10	\$0	690	\$0	0.4360	\$0
Middle	20	\$0	900	\$0	0.1800	\$0
Senior	40	\$0	1800	\$0	0.1350	\$0
TOTAL						\$0

School Construction Cost:

	<u>Percent Permanent</u>	<u>Construction Cost</u>	<u>Facility Size</u>	<u>Bldg. Cost/ Student</u>	<u>Student Factor</u>	<u>Cost/ SFR</u>
Elementary	90%	\$34,788,420	690	\$45,376	0.4360	\$19,784
Middle	90%	\$54,973,547	900	\$54,974	0.1800	\$9,895
Senior	90%	\$103,185,000	1800	\$51,593	0.1350	\$6,965
TOTAL						\$36,644

Temporary Facility Cost:

	<u>Percent Temporary</u>	<u>Construction Cost</u>	<u>Facility Size</u>	<u>Bldg. Cost/ Student</u>	<u>Student Factor</u>	<u>Cost/ SFR</u>
Elementary	10%	\$225,000	23	\$978	0.4360	\$427
Middle	10%	\$225,000	30	\$750	0.1800	\$135
Senior	10%	\$225,000	32	\$703	0.1350	\$95
TOTAL						\$656

State Assistance Credit Calculation:

	<u>Const Cost Allocation</u>	<u>Sq. Ft./ Student</u>	<u>Funding Assistance</u>	<u>Credit/ Student</u>	<u>Student Factor</u>	<u>Cost/ SFR</u>
Elementary	225.97	90.0	28.07%	\$5,709	0.4360	\$2,489
Middle	225.97	108.0	28.07%	\$6,850	0.1800	\$1,233
Senior	225.97	130.0	28.07%	\$8,246	0.1350	\$1,113
TOTAL						\$4,835

June 25, 2018

Appendix B

Lake Washington School District

Capital Facilities Plan 2018-2023

**Estimated School Impact Fee Calculation
Based on King County Code 21.A.43**

Single Family Residence ("SFR")

Tax Payment Credit Calculation:

Average SFR Assessed Value	\$765,190
Current Capital Levy Rate (2018)/\$1000	\$1.26
Annual Tax Payment	\$964.06
Years Amortized	10
Current Bond Interest Rate	3.85%
Present Value of Revenue Stream	\$7,878

Impact Fee Summary for Single Family Residence:

Site Acquisition Cost	\$0
Permanent Facility Cost	\$36,644
Temporary Facility Cost	\$656
State Assistance Credit	(\$4,835)
Tax Payment Credit	(\$7,878)
Sub-Total	\$24,587
50% Local Share	\$12,294

SFR Impact Fee	\$12,294
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Lake Washington School District

Capital Facilities Plan 2018-2023

**Estimated School Impact Fee Calculation
Based on King County Code 21.A.43**

Multiple Family Residence ("MFR")

School Site Acquisition Cost:

	<u>Facility Acreage</u>	<u>Cost/ Acre</u>	<u>Facility Size</u>	<u>Site Cost/ Student</u>	<u>Student Factor</u>	<u>Cost/ MFR</u>
Elementary	10	\$0	690	\$0	0.0660	\$0
Middle	20	\$0	900	\$0	0.0250	\$0
Senior	40	\$0	1800	\$0	0.0180	\$0
TOTAL						\$0

School Construction Cost:

	<u>Percent Permanent</u>	<u>Construction Cost</u>	<u>Facility Size</u>	<u>Bldg. Cost/ Student</u>	<u>Student Factor</u>	<u>Cost/ MFR</u>
Elementary	90%	\$34,788,420	690	\$45,376	0.0660	\$2,995
Middle	90%	\$54,973,547	900	\$54,974	0.0250	\$1,374
Senior	90%	\$103,185,000	1800	\$51,593	0.0180	\$929
TOTAL						\$5,298

Temporary Facility Cost:

	<u>Percent Temporary</u>	<u>Construction Cost</u>	<u>Facility Size</u>	<u>Bldg. Cost/ Student</u>	<u>Student Factor</u>	<u>Cost/ MFR</u>
Elementary	10%	\$225,000	23	\$978	0.0660	\$65
Middle	10%	\$225,000	30	\$750	0.0250	\$19
Senior	10%	\$225,000	32	\$703	0.0180	\$13
TOTAL						\$96

State Assistance Credit Calculation:

	<u>Const Cost Allocation</u>	<u>Sq. Ft./ Student</u>	<u>Funding Assistance</u>	<u>Credit/ Student</u>	<u>Student Factor</u>	<u>Cost/ MFR</u>
Elementary	225.97	90.0	28.07%	\$5,709	0.0660	\$377
Middle	225.97	108.0	28.07%	\$6,850	0.0250	\$171
Senior	225.97	130.0	28.07%	\$8,246	0.0180	\$148
TOTAL						\$696

June 25, 2018

Appendix C

Lake Washington School District

Capital Facilities Plan 2018-2023

**Estimated School Impact Fee Calculation
Based on King County Code 21.A.43**

Multiple Family Residence ("MFR")

Tax Payment Credit Calculation:

Average MFR Assessed Value	\$335,093
Current Capital Levy Rate (2018)/\$1000	\$1.26
Annual Tax Payment	\$422.18
Years Amortized	10
Current Bond Interest Rate	3.85%
 Present Value of Revenue Stream	 \$3,450

Impact Fee Summary for Multiple Family Residence:

Site Acquisition Cost	\$0
Permanent Facility Cost	\$5,298
Temporary Facility Cost	\$96
State Assistance Credit	(\$696)
Tax Payment Credit	(\$3,450)
 Sub-Total	 \$1,247
 50% Local Share	 \$624

MFR Impact Fee	\$624
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June 25, 2018

Appendix C

2018 MITIGATION DEVELOPMENT SUMMARY
STUDENT GENERATION FACTORS
 Five Year History

SINGLE FAMILY DEVELOPMENTS	CITY/COUNTY	# PLANNED	# COMPL	# OCCUP	#	2018 STUDENTS				2018 RATIO		
						ELEM	MIDDLE	SENIOR	TOTAL	ELEM	MIDDLE	SENIOR
Ashford Chase	S	38	38	38	22	5	6	33	0.579	0.132	0.158	0.868
Bradford Place	S	16	16	16	13	3	1	17	0.813	0.188	0.063	1.063
Brauerwood Estates	S	33	33	33	19	8	5	32	0.576	0.242	0.152	0.970
Brookside at The Woodlands	R	22	22	22	14	5	2	21	0.636	0.227	0.091	0.955
Crestview	R	31	28	27	7	1	0	8	0.259	0.037	0.000	0.296
Glenshire at English Hill Div I	R	28	28	28	10	0	1	11	0.357	0.000	0.036	0.393
Glenshire at English Hill Div II	R	16	16	16	3	2	7	12	0.188	0.125	0.438	0.750
Glenshire at English Hill Div III	R	9	9	9	9	3	2	8	0.333	0.222	0.333	0.889
Gramercy Park	S	28	28	28	26	4	8	38	0.929	0.143	0.286	1.357
Greystone Manor I	R	91	91	91	73	27	10	110	0.802	0.297	0.110	1.209
Greystone Manor II	R	90	43	43	20	5	5	30	0.465	0.116	0.116	0.698
Harmon Ridge	K	12	12	12	5	1	0	6	0.417	0.083	0.000	0.500
Hazelwood	R	76	76	76	20	8	8	36	0.263	0.105	0.105	0.474
Heather's Ridge	K	41	41	41	4	2	0	6	0.098	0.049	0.000	0.146
Hedgewood	R	11	11	11	2	2	3	7	0.182	0.182	0.273	0.636
Hedgewood East	R	15	15	15	6	1	0	7	0.400	0.067	0.000	0.467
Highland Ridge	K	18	18	18	2	0	3	5	0.111	0.000	0.167	0.278
Inglewood Place	S	21	21	21	16	2	2	20	0.762	0.095	0.095	0.952
Lakeshore Estates	R	17	17	17	4	4	2	10	0.235	0.235	0.118	0.588
Lakewood Lane	K	29	29	29	1	2	2	5	0.034	0.069	0.069	0.172
Lake Vista	S	18	18	18	8	2	2	12	0.444	0.111	0.111	0.667
Meritage Ridge	K	36	36	36	3	0	0	3	0.083	0.000	0.000	0.083
Mondavi Verona / Vistas I / Vistas II	R	90	82	82	23	13	16	52	0.280	0.159	0.195	0.634
Panorama Estates	K	18	18	18	4	1	0	5	0.222	0.056	0.000	0.278
Park Ridge	R	51	51	51	17	9	8	34	0.333	0.176	0.157	0.667
Preserve at Kirkland	K	35	35	35	1	1	2	4	0.029	0.029	0.057	0.114
Redmond Ridge East	KC	665	665	665	387	188	116	691	0.582	0.283	0.174	1.039
Reese's Run	S	22	22	22	16	6	2	24	0.727	0.273	0.091	1.091
Sequoia Glen	R	52	52	52	20	3	3	26	0.385	0.058	0.058	0.500
Squovia Ridge	R	14	14	14	7	3	3	13	0.500	0.214	0.214	0.929
Shadow Creek	R	15	15	15	1	2	2	5	0.067	0.133	0.133	0.333
Stirling Manor	S	16	16	16	10	6	6	22	0.625	0.375	0.375	1.375
Summer Grove I & II	K	38	38	38	6	2	1	9	0.158	0.053	0.026	0.237
Sycamore Park	R	12	12	12	2	0	0	2	0.167	0.000	0.000	0.167
The Retreat	R	14	14	14	3	0	1	4	0.214	0.000	0.071	0.286
The Rise	R	23	23	23	3	1	3	7	0.130	0.043	0.130	0.304
Vintner's Ridge	K	51	51	51	10	7	4	21	0.196	0.137	0.078	0.412
Willowmere Park	R	53	53	53	16	4	6	26	0.302	0.075	0.113	0.491
Willows Bluff	K	26	26	26	4	1	1	6	0.154	0.038	0.038	0.231
Wisti Lane	K	18	18	18	4	3	1	8	0.222	0.167	0.056	0.444
Woodlands Ridge	R	25	25	25	3	1	8	12	0.120	0.040	0.320	0.480
TOTALS		1,934	1,876	1,875	818	337	253	1,408	0.436	0.180	0.135	0.751

Lake Washington School District

**2018 MITIGATION DEVELOPMENT SUMMARY
STUDENT GENERATION FACTORS**

Capital Facilities Plan 2018-2023

Five Year History

MULTI-FAMILY DEVELOPMENTS	CITY/ COUNTY	# OF UNITS	% OCCUPY # COMPL	# OCCUPY	#	2018 STUDENTS			2018 STUDENTS			
						ELEM	MIDDLE	SENIOR	TOTAL	ELEM	MIDDLE	SENIOR
Allez Apartments	R	148	95%	140	2	0	2	4	0.014	0.000	0.014	0.029
Ardre Apartments	K	62	87%	54	2	1	1	4	0.037	0.019	0.019	0.074
Capri Apartments	K	73	93%	68	1	0	1	2	0.015	0.000	0.015	0.029
Carter on the Park Apartments	R	180	91%	163	4	0	0	4	0.025	0.000	0.000	0.025
Core 83 Apartments	R	120	97%	116	1	2	3	6	0.009	0.017	0.026	0.052
Elan Apartments	R	134	87%	117	2	1	0	3	0.017	0.009	0.000	0.026
Graystone Condos	R	16	16%	16	2	0	0	2	0.125	0.000	0.000	0.125
Kempin Meadows Condos	KC	58	58%	58	18	4	2	24	0.310	0.069	0.034	0.414
Kestrel Ridge Townhomes	S	35	35%	35	7	3	1	11	0.200	0.086	0.029	0.314
Kirkland Commons Condos	K	15	15%	15	5	2	1	8	0.333	0.133	0.067	0.533
Kirkland Crossing Apartments	K	185	98%	181	7	0	0	7	0.039	0.000	0.000	0.039
Millie House Apartments	R	177	96%	170	3	1	3	7	0.018	0.006	0.018	0.041
Old Town Lofts Apartments	R	146	95%	139	0	0	1	1	0.000	0.000	0.007	0.007
Plateau 228 Townhomes	S	71	71%	71	21	8	4	33	0.296	0.113	0.056	0.465
Pure Apartments	R	105	90%	95	2	2	1	5	0.021	0.021	0.011	0.053
Redmond Ridge East Duplex	KC	135	26%	26	4	0	1	5	0.154	0.000	0.038	0.192
Redmond Square Apartments	R	156	89%	139	17	8	6	31	0.122	0.058	0.043	0.223
Slater 116 Condos	K	108	105%	105	0	0	0	0	0.000	0.000	0.000	0.000
The Luke Apartments	R	208	94%	195	2	1	0	3	0.010	0.005	0.000	0.015
The Rise Duplex	R	38	38%	38	9	2	1	12	0.237	0.053	0.026	0.316
Velocity Apartments	K	58	100%	58	13	6	3	22	0.224	0.103	0.052	0.379
Villas @ Mondavia Townhomes	R	84	84%	84	22	13	9	44	0.262	0.155	0.107	0.524
Waterfront Condos	K	18	18%	18	0	0	0	0	0.000	0.000	0.000	0.000
Waterscape Apartments	K	196	97%	191	8	3	1	12	0.042	0.016	0.005	0.063
TOTALS		2,526		2,292	152	57	41	250	0.066	0.025	0.018	0.109

June 25, 2018

Appendix D

	<i>Sandburg Elementary School</i>	<i>Future Elementary School</i>
<i>Cost</i>	<i>598 student capacity *</i>	<i>690 student capacity</i>
Construction Cost (bid 2011, actual const. costs)	\$21,720,911	
Projected Construction Cost in 2019 @ 550 student capacity @ 5% per year	\$30,149,726	
<i>Size Comparison</i>	598 students	690 students (all-day kindergarten, and reduced class size grades k-3)
<i>Capacity Adjustment</i>	2011 Construction Cost	\$36,323 per student space (based on 2011 construction costs, \$21,720,911 / 598 students)
	2019 Projected Cost (adjusted for capacity difference)	\$50,418 per student space (based on 2019 projected costs, \$30,149,726/ 598 students)
<i>Cost Adjustment</i>	Construction Cost (bid 2011, actual const. costs)	
	Projected Construction Cost in 2019 @ 690 student capacity	\$34,788,420

* Student capacity includes
69 students for Discovery
Community School

	<i>Rose Hill Middle School</i>	<i>Future Middle School</i>
<i>Cost</i>	<i>900 student capacity</i>	<i>900 student capacity</i>
Construction Cost (bid 2012)	\$40,793,000	
Projected Construction Cost in 2019 @ 5% per year	\$54,973,547	
<i>Size Comparison</i>	900 students	900 students
<i>Capacity Adjustment</i>		
2012 Construction Cost	\$45,325 per student space (based on 2012 construction costs, \$40,793,000 / 900 students)	
2019 Projected Cost (no capacity difference)	\$61,082 per student space (based on 2019 projected costs, \$54,973,547 / 900 students)	\$61,082 per student space (based on 2019 projected costs, \$54,973,547 / 900 students)
<i>Cost Adjustment</i>		
Construction Cost (bid 2012)	\$40,793,000	
Projected Construction Cost in 2019 @ 900 student capacity		\$54,973,547

Lake Washington School District

Capital Facilities Plan 2018-2023

	<i>Lake Washington High School</i>	<i>Future High School</i>
	<i>1,567 student capacity</i>	<i>1,800 student capacity</i>
<i>Cost</i>		
Construction Cost 2009	\$61,000,000	
Projected Construction Cost in 2019 @ 5% per year	\$89,827,563	
<i>Size Comparison</i>		
	1,567 students	1,800 students
<i>Capacity Adjustment</i>		
2009 Construction Cost	\$38,928 per student space (based on 2009 construction costs, \$61,000,000 / 1,567 students)	
2019 Projected Cost (adjusted for capacity difference)	\$57,325 per student space (based on 2019 projected costs, \$89,827,563 / 1,567 students)	\$57,325 per student space x 1,800 students = \$103,185,000 (based on 2019 projected costs)
<i>Cost Adjustment</i>		
Construction Cost 2009	\$61,000,000	
Projected Construction Cost in 2019 @ 1,800 student capacity		\$103,185,000

X. TABLES

Table 1: Six-Year Enrollment Projections

Table 2: Enrollment History

Table 3: Inventory and Capacities of Existing Schools

Table 4, 4A: Inventory and Map of Undeveloped Land

Table 5: Projected Capacity to House Students

Table 6: Six-Year Finance Plan

Six-Year Enrollment Projections

	<u>2017*</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>
County Live Births**	25,032	24,910	25,348	25,487	26,001	26,315	26,630
change		(122)	438	139	514	314	315
Kindergarten ***	2,237	2,267	2,329	2,346	2,388	2,421	2,451
Grade 1 ****	2,503	2,389	2,410	2,467	2,472	2,515	2,551
Grade 2	2,585	2,759	2,632	2,635	2,685	2,688	2,731
Grade 3	2,465	2,597	2,775	2,625	2,621	2,668	2,671
Grade 4	2,536	2,490	2,618	2,782	2,621	2,615	2,661
Grade 5	2,471	2,555	2,510	2,618	2,780	2,613	2,606
Grade 6	2,329	2,455	2,507	2,442	2,573	2,736	2,592
Grade 7	2,301	2,297	2,407	2,457	2,394	2,521	2,671
Grade 8	2,228	2,272	2,265	2,368	2,415	2,353	2,474
Grade 9	2,084	2,182	2,224	2,220	2,319	2,330	2,274
Grade 10	2,024	2,086	2,190	2,223	2,216	2,309	2,319
Grade 11	1,868	1,938	1,997	2,085	2,115	2,097	2,185
Grade 12	1,941	1,941	2,009	2,061	2,142	2,165	2,151
Total Enrollment	29,572	30,228	30,873	31,329	31,741	32,031	32,337
Yearly Increase		656	645	456	412	290	306
Yearly Increase		2.22%	2.13%	1.48%	1.32%	0.91%	0.96%
Cumulative Increase		656	1,301	1,757	2,169	2,459	2,765

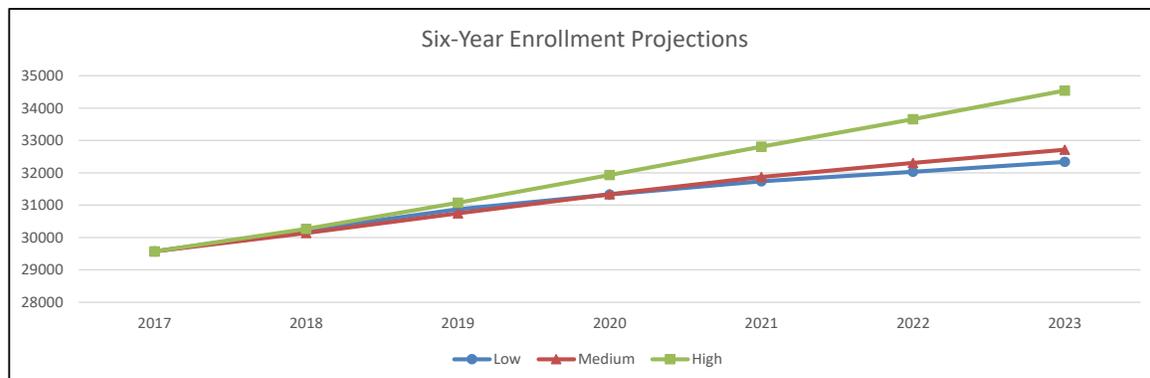
* Number of Individual Students (10/1/17 Headcount).

** County Live Births estimated based on OFM projections. 2021 and prior year birth rates are actual births 5 years prior to enrollment year.

*** Kindergarten enrollment is calculated at 8.35% of County Live Births plus anticipated developments.

**** First Grade enrollment is based on District's past history of first grade enrollment to prior year kindergarten enrollment.

Source: LWSD



June 25, 2018

Table 1

Lake Washington School District

Capital Facilities Plan 2018-2023

Enrollment History *										
	<u>2008</u>	<u>2009</u>	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>
County Live Births **	22,431	22,874	22,680	24,244	24,899	25,222	25,057	24,514	24,630	25,032
Kindergarten / Live Birth	7.95%	8.15%	8.25%	7.87%	7.86%	8.08%	8.02%	8.97%	9.46%	8.94%
	Period Average									8.35%
Kindergarten	1,783	1,865	1,872	1,908	1,957	2,037	2,009	2,198	2,329	2,237
Grade 1	1,903	2,047	2,146	2,121	2,150	2,218	2,292	2,292	2,537	2,503
Grade 2	2,020	1,936	2,108	2,203	2,174	2,228	2,284	2,405	2,414	2,585
Grade 3	1,934	2,036	1,968	2,116	2,207	2,236	2,270	2,363	2,492	2,465
Grade 4	1,901	1,937	2,056	1,986	2,125	2,231	2,258	2,315	2,427	2,536
Grade 5	1,854	1,897	1,936	2,051	2,003	2,137	2,257	2,258	2,349	2,471
Grade 6	1,738	1,838	1,898	1,920	2,002	1,979	2,123	2,213	2,270	2,329
Grade 7	1,805	1,726	1,829	1,857	1,929	2,047	2,023	2,114	2,258	2,301
Grade 8	1,673	1,819	1,734	1,831	1,860	1,924	2,053	2,002	2,121	2,228
Grade 9	1,782	1,660	1,756	1,687	1,802	1,868	1,933	1,999	2,002	2,084
Grade 10	1,739	1,780	1,672	1,740	1,714	1,795	1,853	1,961	2,022	2,024
Grade 11	1,728	1,742	1,798	1,671	1,730	1,649	1,727	1,780	1,896	1,868
Grade 12	1,909	1,802	1,816	1,824	1,742	1,699	1,634	1,930	1,889	1,941
Total Enrollment	23,769	24,085	24,589	24,915	25,395	26,048	26,716	27,830	29,006	29,572
Yearly Change		316	504	326	480	653	668	1,114	1,176	566
* October 1st Headcount	Average increase in the number of students per year									645
** Number indicates actual births 5 years prior to enrollment year.	Total increase for period									5,803
	Percentage increase for period									24⁰%
	Average yearly increase									2.71%

June 25, 2018

Table 2

Lake Washington School District

Capital Facilities Plan 2018-2023

2017-18 Inventory and Capacities of Existing Schools

			<u>Total</u>	<u>Net Avail</u>
			<u>Capacity**</u>	<u>Capacity**</u>
*	<u>Juanita Area</u>	Address		
25	Frost Elementary	11801 NE 140th	575	438
03	Juanita Elementary	9635 NE 132nd	529	391
04	Keller Elementary	13820 108th NE	506	369
26	Muir Elementary	14012 132nd NE	529	368
06	Discovery Community	12801 84th NE	69	69
06	Sandburg Elementary	12801 84th NE	575	437
02	Thoreau Elementary	8224 NE 138th	506	391
60	Environmental & Adventure	8040 NE 132nd	125	125
63	Finn Hill Middle School	8040 NE 132nd	697	635
67	Kamiakin Middle School	14111 132nd NE	777	708
82	Futures School	10601 NE 132nd	67	67
82	Juanita High School	10601 NE 132nd	1,673	1,523
	<u>Kirkland Area</u>			
07	Bell Elementary	11212 NE 112th	621	414
96	Community School	11133 NE 65th	69	69
16	Franklin Elementary	12434 NE 60th	598	461
09	Kirk Elementary	1312 6th Street	575	460
10	Lakeview Elementary	10400 NE 68th	598	506
15	Rose Hill Elementary	8044 128th NE	598	461
18	Rush Elementary	6101 152nd NE	713	575
14	Twain Elementary	9525 130th NE	690	553
96	International Community School	11133 NE 65th	523	523
65	Kirkland Middle School	430 18th Avenue	623	597
80	Northstar Middle School	12033 NE 80th	84	84
69	Rose Hill Middle School	13505 NE 75th	1,021	933
61	Stella Schola Middle School	13505 NE 75th	75	75
80	Emerson High	10903 NE 53rd St	269	224
84	Lake Washington High	12033 NE 80th	1,833	1,736
	<u>Redmond Area</u>			
53	Alcott Elementary	4213 228th NE	874	759
19	Audubon Elementary	3045 180th NE	575	460
46	Dickinson Elementary	7040 208th NE	621	461
24	Einstein Elementary	18025 NE 116th	575	483
46	Explorer Community School	7040 208th NE	92	92
22	Mann Elementary	17001 NE 104th	598	484
23	Redmond Elementary	16800 NE 80th	897	714
21	Rockwell Elementary	11125 162nd NE	690	575
41	Rosa Parks Elementary	22845 NE Cedar Park Crescent	851	702
32	Wilder Elementary	22130 NE 133rd	713	598
74	Evergreen Middle School	6900 208th NE	1,220	1,120
71	Redmond Middle School	10055 166th NE	1,095	1,045
85	Redmond High School	17272 NE 104th	2,151	2,066
73	Tesla STEM High School	400 228th Ave NE	637	637
	<u>Sammamish Area</u>			
54	Blackwell Elementary	3225 205th PL NE	621	529
52	Carson Elementary	1035 244th Ave NE	621	460
57	McAuliffe Elementary	23823 NE 22nd	690	599
58	Mead Elementary	1725 216th NE	713	598
56	Smith Elementary	23305 NE 14th	782	621
77	Inglewood Middle School	24120 NE 8th	1,155	1,104
86	Renaissance	400 228th NE	84	84
86	Eastlake High School	400 228TH NE	2,083	1,918

* Note: See Table 4a for District Map. Locations indicated by numbers stated in this column.

** Note: "Total Capacity" =

Total permanent/portable capacity as constructed

(Total Capacity does not account for space used by special programs)

"Net Available Capacity" =

Total Capacity minus uses for special programs

(Net Available Capacity accounts for space used by special programs)

June 25, 2018

Table 3

Inventory of Undeveloped Land

Area	Site #	Address	Jurisdiction	Status	Use Options
Juanita	None				
Kirkland	None				
Redmond	33	194th NE above NE 116 th	King County	No School Use	No School Use Allowed – see footnote
	75	22000 Novelty Hill Road	King County	In Reserve	Undetermined – see footnote
	90	NE 95 th and 195 th NE	King County	No School Use	No School Use Allowed– see footnote
	91	NE 95 th Street and 173 rd Place NE	King County	In Reserve	Undetermined
Sammamish	59	Main and 228 th NE	Sammamish	In Reserve	Potential School Site

Footnotes

“In Reserve”	Refers to sites owned by the District. While the District does not anticipate to construct school facilities on these sites within the six-years of this plan, the property is being held for the District’s long term needs.
“No School Use”	Property unable to be used for a school site due to the King County School Siting Task Force recommendations as adopted by the King County Council.

Use Option Notes

The King County Rural Area Task Force concluded

Site 33	19.97 acres located 1/4 mile east of Avondale Road - <i>no school use allowed</i> ; potential conservation value.
Site 75	37.85-acre site located on the north side of Novelty Hill Road & adjacent to south boundary of Redmond Ridge. The District must work with King County to find an alternative site within the UGA. If an alternative site cannot be feasibly located, the District can use the site for a "small [5 acre] environmental school" while placing the remainder of the use into permanent conservation..
Site 90	26.86 acres located 1/4 mile south of Novelty Hill Road and 1/2 mile east of Redmond City Limits - <i>no school use allowed</i> .

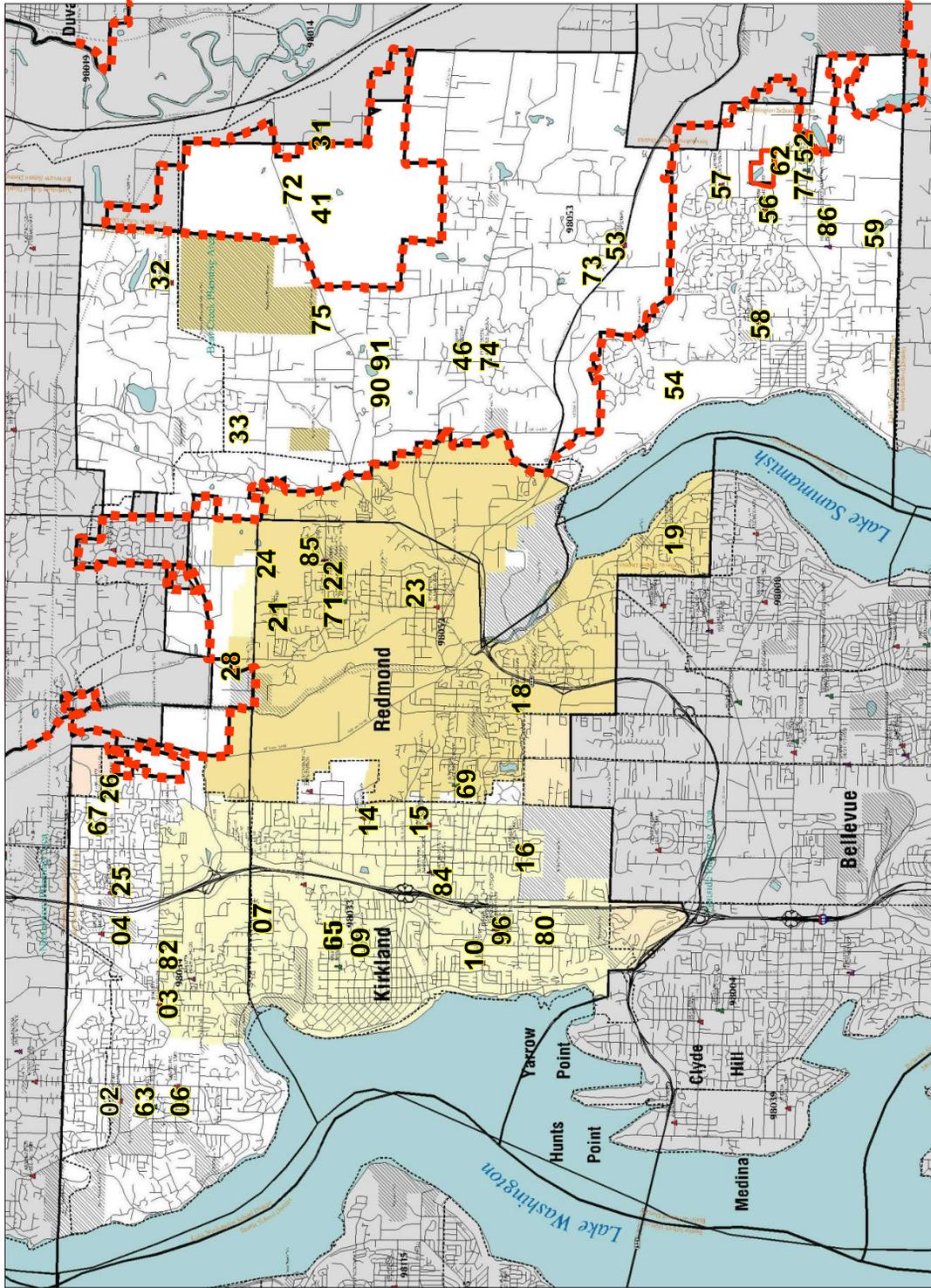


Table 4A

June 25, 2018

Lake Washington School District

Capital Facilities Plan 2018-2023

Projected Capacity to House Students[^]							
	2017	2018	2019	2020	2021	2022	2023
Permanent Capacity	25,338						
New Construction*:							
Ella Baker Elementary #31		690					
Clara Barton Elementary #28		690					
Redmond Ridge Middle School #72			900				
** New Lake Washington Learning Community Elementary					690		
** Lake Washington High School Addition						500	
*** New Eastside Choice High School in Sammamish							600
Rebuild and Expansion							
Kirk Elementary School #09			299				
Mead Elementary School #58			230				
Juanita High School #82				504			
** Alcott Elementary School #53						207	
*** Kamiakin Middle School #67							321
Permanent Capacity Subtotal	25,338	26,718	28,147	28,651	29,341	30,048	30,969
Total Enrollment	29,572	30,228	30,873	31,329	31,741	32,031	32,337
Permanent Surplus/(Deficit) <u>without unsecured</u> Projects	(4,234)	(3,510)	(2,726)	(2,678)	(3,090)	(3,380)	(3,686)
Permanent Surplus / (Deficit) <u>with</u> Projects	(4,234)	(3,510)	(2,726)	(2,678)	(2,400)	(1,983)	(1,368)
<p>* New schools and additional permanent capacity through rebuilding / expansion (replacement) ** Projects that are not funded [^] Does not include relocatable capacity</p>							

June 25, 2018

Table 5

Fiscal Year *		Six-Year Finance Plan										Total	Est Secured State	Local ^	
		2018	2019	2020	2021	2022	2023	2024	2025	2026	2027				
2016 Bond Projects (voter approved)															
Site 31	New - Redmond Ridge East Elementary (Ella Baker)	1,098,728													1,098,728
Site 28	New - North Redmond Elementary (Clara Barton)	1,098,728													1,098,728
Site 09	Rebuild/Enlarge - Kirk Elementary	35,107,855	1,138,171												36,246,026
Site 58	Rebuild/Enlarge - Mead Elementary	35,107,855	1,138,171												36,246,026
Site 72	New - Redmond Area Middle School	31,308,372	1,334,582												32,642,954
Site 82	Rebuild/Enlarge - Juanita High School	57,519,688	34,935,377	4,034,076	149,021									15,000,000	81,638,162
Proposed Projects **															
Site XX	New - Lake Washington Learning Community Elementary		5,076,000	39,292,000	2,632,000										47,000,000
Site 84	Addition - Lake Washington High School			4,716,000	29,124,000										36,000,000
Site 53	Rebuild/Enlarge - Alcott Elementary		1,012,000	9,752,000	29,348,000										46,000,000
Site 67	Rebuild/Enlarge - Kamiakin Middle School		332,000	1,494,000	13,031,000										79,846,000
Site 59	New - Eastside Choice High School in Sammamish				3,285,000										43,695,000
Relocatable Classrooms (as needed)															
Relocatables			1,350,000	1,350,000	1,350,000										5,400,000
Totals		\$162,591,225	\$46,316,302	\$60,638,076	\$78,919,021	\$82,042,000	\$31,405,000	\$461,911,624	\$21,000,000	\$440,911,624					

* Fiscal year is from September of the year stated through August of the following year (e.g. "2018" means "September 2018 through August 2019")
 ** Monies for the major projects above have not been secured but these projects are shown because of the need
 ^ Includes secured and unsecured local bond funding and impact fees. Impact fees may be applied to growth related capacity projects.

**CITY OF SAMMAMISH
WASHINGTON
ORDINANCE NO. O2018-____**

**AN ORDINANCE OF THE CITY OF SAMMAMISH, WASHINGTON,
RELATING TO SCHOOL IMPACT FEES; AMENDING THE CITY'S
COMPREHENSIVE PLAN TO ADOPT THE ISSAQUAH SCHOOL
DISTRICT NO. 411 CAPITAL FACILITIES PLAN; ADOPTING THE
ASSOCIATED SCHOOL IMPACT FEE SCHEDULE; AND,
ESTABLISHING AN EFFECTIVE DATE.**

WHEREAS, Chapter 82.02 RCW authorizes the City to impose and collect impact fees for public facilities which are addressed by the Capital Facilities Element of the Comprehensive Plan adopted and revised in compliance with RCW 36.70A.070; and

WHEREAS, Sammamish Municipal Code (SMC) 24.25.030 and RCW 36.70A.130(2)(a)(iv) allow the Comprehensive Plan to be amended more than once a year, to address an amendment of the Capital Facilities Element of the Comprehensive Plan that occurs in conjunction with the adoption of the City budget; and

WHEREAS, Chapter 21A.105 RCW sets forth the administrative provisions applicable to the calculation, collection and adjustment of school impact fees on behalf of the school district; and

WHEREAS, SMC 21A.105.080 allows for an exemption or reduction to the fee for low or moderate income housing; and

WHEREAS, the Issaquah School District has submitted to the City the District's Capital Facilities Plan for 2018-2023 which establishes a revised impact fee schedule for single family housing units in the amount of \$15,276 per unit and for multifamily housing units in the amount of \$4,399 per unit; and

WHEREAS, an environmental review of the associated Comprehensive Plan amendment was conducted in accordance with the requirements of the State Environmental Policy Act (SEPA), a non-project SEPA Determination of Non-significance was issued by the City on October 18, 2018; and

WHEREAS, the fee schedule was calculated in accordance with SMC 21A.105.030 utilizing the formula set forth in SMC 21A.105.040; and

WHEREAS, the City Council conducted a public hearing on November 6, 2018 regarding the proposed amendment to the City's Comprehensive Plan, and finds that the proposed amendment is consistent with the Comprehensive Plan and is in the best interest of the public health, safety and welfare;

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

Section 1. Adoption of District Capital Facilities Plan. The City hereby adopts and replaces herein by this reference the Issaquah School District No. 411 2018-2023 Capital Facilities Plan, attached hereto within Exhibit "A," into Volume II of the City's Comprehensive Plan.

Section 2. Adoption of Fee Schedule. The City hereby adopts the Issaquah School District No. 411 impact fee schedule for single family housing units in the amount of \$15,276 per unit and for multifamily housing units in the amount of \$4,399 per unit.

Section 3. Effective Date. This Ordinance shall be published in the official newspaper of the City, and shall take effect and be in full force beginning January 1, 2019.

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:
First Reading:
Passed by the City Council:
Publication Date:
Effective Date:

2018 CAPITAL FACILITIES PLAN

Issaquah School District No. 411 Issaquah, Washington

Adopted May 23, 2018
Resolution No. 1116

The Issaquah School District No. 411 hereby provides this Capital Facilities Plan documenting present and future school facility requirements of the District. The plan contains all elements required by the Growth Management Act and King County Council Ordinance 21-A.

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EXECUTIVE SUMMARY

This Six-Year Capital Facilities Plan (the "Plan") has been prepared by the Issaquah School District (the "District") as the District's primary facility planning document, in compliance with the requirements of Washington's Growth Management Act and King County Council Code Title 21A. This Plan was prepared using data available in May, 2018.

This Plan is an update of prior long-term Capital Facilities Plans adopted by the Issaquah School District. However, this Plan is not intended to be the sole Plan for all of the District's needs. The District may prepare interim and periodic Long Range Capital Facilities Plans consistent with board policies, taking into account a longer or a shorter time period, other factors and trends in the use of facilities, and other needs of the District as may be required. Any such plan or plans will be consistent with this Six-Year Capital Facilities Plan.

In June 1992, the District first submitted a request to King County to impose and to collect school impact fees on new developments in unincorporated King County. On November 16, 1992, the King County Council first adopted the District's Plan and a fee implementing ordinance. This Plan is the annual update of the Six-Year Plan.

King County and the cities of Issaquah, Renton, Bellevue, Newcastle and Sammamish collect impact fees on behalf of the District. Most of these jurisdictions provide exemptions from impact fees for senior housing and certain low-income housing.

Pursuant to the requirements of the Growth Management Act, this Plan will be updated on an annual basis, and any charges in the fee schedule(s) adjusted accordingly.

STANDARD OF SERVICE

School facility and student capacity needs are dictated by the types and amounts of space required to accommodate the District's adopted educational program. The educational program standards which typically drive facility space needs include grade configuration, optimal facility size, class size, educational program offerings, as well as classroom utilization and scheduling requirements and use of re-locatable classroom facilities (portables).

Different class sizes are used depending on the grade level or programs offered such as special education or the gifted program. With the passage of Initiative 728 in November 2000, the Issaquah School Board established new class size standards for elementary grades K-5. The Board and District Administration will continue to keep class sizes near the levels provided by I-728; this will be done via local levy funds. There is also legislation that requires the State to fund Full-Day Kindergarten by 2018. The District provided Full-Day Kindergarten for the 2016-2017 school year. A class size average of 20 for grades K-5 is now being used to calculate building capacities. A class size of 26 is used for grades 6-8 and 28 for grades 9-12. Special Education class size is based on 12 students per class. For the purpose of this analysis, rooms designated for special use, consistent with the provisions of King County Council Code Title 21A, are not considered classrooms.

Invariably, some classrooms will have student loads greater in number than this average level of service and some will be smaller. Program demands, state and federal requirements, collective bargaining agreements, and available funding may also affect this level of service in the years to come. Due to these variables, a utilization factor of 95% is used to adjust design capacities to what a building may actually accommodate.

Portables used as classrooms are used to accommodate enrollment increases for interim purposes until permanent classrooms are available. When permanent facilities become available, the portable(s) is either moved to another school as an interim classroom or removed.

The King County decision to no longer allow schools to be built outside the Urban Growth Boundary Line (UGBL) means District owned property planned for a new elementary school and middle school cannot be used. The District recently sold this planned site to a third party. The District will need to locate alternative sites inside the UGBL. The State does not provide funding for property purchases.

Approved Bond funding provides for a new high school, new middle school, two new elementary schools, a rebuild/expansion of an existing middle school and additions to six existing elementary schools.

TRIGGER OF CONSTRUCTION

The Issaquah School District Capital Facilities Plan proposes construction of a new high school, a new middle school, two new elementary schools, the re-build/expansion of an existing middle school and additions to five existing elementary schools to meet the needs of elementary, middle school and high school capacity needs. The need for new schools and school additions is triggered by comparing our enrollment forecasts with our permanent capacity figures. These forecasts are by grade level and, to the extent possible, by geography. The analysis provides a list of new construction needed by school year.

The decision on when to construct a new facility involves factors other than verified need. Funding is the most serious consideration. Factors including the potential tax rate for our citizens, the availability of state funds and impact fees, the ability to acquire land, and the ability to pass bond issues determine when any new facility can be constructed. The planned facilities will be funded by a bond passed on April 26, 2016, school impact fees and reserve funds held by the District. New school facilities are a response to new housing which the county or cities have approved for construction.

The District's Six-Year Finance Plan is shown in Appendix E.

DEVELOPMENT TRACKING

In order to increase the accuracy and validity of enrollment projections, a major emphasis has been placed on the collection and tracking data of known new housing developments. This data provides two useful pieces of planning information. First, it is used to determine the actual number of students that are generated from a single family or multi-family residence. It also provides important information on the impact new housing developments will have on existing facilities and/or the need for additional facilities.

Developments that have been completed or are still selling houses are used to forecast the number of students who will attend our schools from future developments. Generation rates for elementary school, middle school and high school student per new single-family residence and new multi-family housing is shown on page 10 and page 11.

NEED FOR IMPACT FEES

Impact fees and state matching funds have not been a reliable source of revenue. Because of this, the Issaquah School District asked its voters on February 7, 2006 to fund the construction of an elementary school, one middle school, expand Maywood Middle School, expand Liberty High School, and rebuild Issaquah High School. District voters also approved on April 17, 2012 a ballot measure that provided funding to expand two elementary schools, rebuild/expand two additional elementary schools, add classrooms to one high school and rebuild/expand one middle school. Due to the high cost of land and the limited availability of a parcel large enough to accommodate a middle school program, the School Board reallocated the moneys designated to build the middle school to expand the capacity of Issaquah and Skyline high schools. On April 26, 2016 voters approved bond funding for the construction of a new high school, a new middle school and two new elementary schools, the rebuild/expansion of an existing middle school and additions to six existing elementary schools.

As demonstrated in Appendix A, (page 17) the District currently has a permanent capacity (at 100%) to serve 8288 students at the elementary level. Appendix B, (page 18) shows a permanent capacity (at 100%) for 4480 students at the middle school level. Appendix C (page 19) shows a permanent capacity (at 100%) of 5580 students at the high school level. Current enrollment is identified on page 9. The District elementary projected Oct 2018 FTE is 9658. Adjusting permanent capacity by 95% leaves the District's elementary enrollment over permanent capacity at the elementary level by 1784 students (Appendix A). At the middle school level, the projected Oct 2018 headcount is 5034. This is 778 students over permanent capacity (Appendix B). At the high school level the district is over permanent capacity by 479 students (Appendix C).

Based on the District's student generation rates, the District expects that **0.763** students will be generated from each new single family home and **0.24** students will be generated from each new multi-family dwelling unit.

Applying the enrollment projections contained on page 9 to the District's existing permanent capacity (Appendices A, B, and C) and if no capacity improvements are made by the year 2023-24, and permanent capacity is adjusted to 95%, the District elementary population will be over its permanent capacity by 1986 students, at the middle school level by 1117 students, and will be over its permanent capacity by 1382 at the high school level. The District's enrollment projections are developed using two methods: first, the cohort survival – historical enrollment method is used to forecast enrollment growth based upon the progression of existing students in the District; then, the enrollment projections are modified to include students anticipated from new developments in the District.

To address existing and future capacity needs, the District's six-year construction plan includes the following capacity projects:

Facility Expansions	Projected Completion Date	Location	Additional Capacity
New High School	2021	Issaquah	1600
New Middle School	2021	Issaquah	850
Rebuild/Expand Pine Lake Middle	2018	Sammamish	242
New Elementary #16	2020	Issaquah	680
New Elementary #17	2021	Sammamish	680
Expand Cougar Ridge Elementary	2018	Bellevue	120
Expand Discovery Elementary	2019	Sammamish	120
Expand Endeavour Elementary	2019	King County	120
Expand Maple Hills Elementary	2020	King County	120
Expand Sunset Elementary	2018	Bellevue	120
Creekside Elementary Portable	2018	Sammamish	40
Maple Hills Elementary Portable	2018	King County	40
Challenger Elementary Portable	2018	Sammamish	40
Pine Lake Middle School Portable	2018	Sammamish	56
Sunny Hills Elementary Portables	2018	Sammamish	80
Issaquah Middle School Portables	2018	Issaquah	208
Issaquah High School Portable	2018	Issaquah	56
Maywood Middle School Portable	2018	King County	56

Based upon the District's capacity data and enrollment projections, as well as the student generation data, the District has determined that a majority of its capacity improvements are necessary to serve students generated by new development.

The school impact fee formula ensures that new development only pays for the cost of the facilities necessitated by new development. The fee calculations examine the costs of housing the students generated by each new single family dwelling unit or each new multi-family dwelling unit and then reduces that amount by the anticipated state match and future tax payments. The resulting impact fee is then discounted further. Thus, by applying the student generation factor to the school project costs, the fee formula only calculates the costs of providing capacity to serve each new dwelling unit. The formula does not require new development to contribute the costs of providing capacity to address existing needs.

The King County Council and the City Councils of the Cities of Bellevue, Issaquah, Newcastle, Renton and Sammamish have created a framework for collecting school impact fees and the District can demonstrate that new developments will have an impact on the District. The impact fees will be used in a manner consistent with RCW 82.02.050 - .100 and the adopted local ordinances. Engrossed Senate Bill 5923, enacted in the 2015 Legislative Session, requires that developers be provided an option to defer payment of impact fees to final inspection, certificate of occupancy, or closing, with no fees deferred longer than 18 months from building permit issuance. The District adopts the positions that: (1) no school impact fee should be collected later than the earlier of final inspection or 18 months from the time of building permit issuance; and (2) no developer applicant should be permitted to defer payment of school impact fees for more than 20 dwelling units in a single year. The District's recent and ongoing student growth, coupled with the need for the timely funding and construction of new facilities to serve this growth, requires strict adherence to this position.

ENROLLMENT METHODOLOGY

Two basic techniques are used, with the results compared, to establish the most likely range of anticipated student enrollment:

1. The student 3-2-1 cohort survival method. Examine Issaquah School District enrollments for the last 5 years and determine the average cohort survival for the consecutive five-year period. Because cohort survival does not consider students generated from new development it is a conservative projection of actual enrollment. For the same reason, these projections are also slow to react to actual growth.

2. Based on information from King County, realtors, developers, etc., seek to establish the number of new dwelling units that will be sold each year. The new dwelling units are converted to new students based on the following:
 - a) The number of actual new students as a percentage of actual new dwellings for the past several years.
 - b) Determine the actual distribution of new students by grade level for the past several years, i.e., 5% to kindergarten, 10% to first grade, 2% to 11th grade, etc.
 - c) Based on an examination of the history shown by (a) and (b) above, establish the most likely factor to apply to the projected new dwellings.

After determining the expected new students, the current actual student enrollments are moved forward from year to year with the arrived at additions.

One of the challenges associated with all projection techniques is that they tend to always show growth because the number of houses and the general population always increases. Enrollments, however, can and do decrease even as the population increases. The reason is as the population matures, the number of kindergartners will go down as the number of 10th graders is still increasing. To adjust for this factor, the number of school age children per dwelling is examined. When this number exceeds expectations, it is probably because the District is still assuming kindergarten growth, while the main growth is actually moving into middle school. When this happens, a reduction factor is added to kindergarten to force it to decrease even though the general population continues to grow. A precise statistical formula has not been developed to make this adjustment.

After all of the projections have been made and examined, the most likely range is selected. An examination of past projections compared with actual enrollment indicates the cohorts tend to be more accurate over a ten-year time span while dwelling units tend to be more accurate over a shorter period. The probable reason is that over a ten-year period, the projections tend to average out even though there are major shifts both up and down within the period.

Enrollment projections for the years 2018-2019 through 2032-2033 are shown in Table One. Student generation factors are shown in Table Two and Table Three.

**TABLE ONE:
ACTUAL STUDENT COUNTS 2009-10 through 2017-18
ENROLLMENT PROJECTIONS 2018-19 through 2032-33**

Year	FTE Enrollment												Total	K-5	6-8	9-12	Total	
	K	1ST	2ND	3RD	4TH	5TH	6TH	7TH	8TH	9TH	10TH	11TH						12TH
2009-10	593	1319	1351	1299	1371	1258	1286	1299	1255	1326	1171	1132	1147	15,807	7191	3840	4776	15,807
2010-11	613	1390	1355	1385	1319	1400	1268	1326	1298	1326	1333	1110	1018	16,138	7462	3892	4784	16,138
2011-12	609	1396	1423	1374	1417	1346	1407	1311	1346	1361	1319	1233	1021	16,563	7565	4064	4934	16,563
2012-13	631	1361	1467	1496	1440	1448	1362	1447	1339	1412	1353	1225	1146	17,147	7863	4148	5136	17,147
2013-14	654	1489	1414	1526	1498	1477	1462	1391	1463	1344	1404	1233	1110	17,465	8058	4316	5091	17,465
2014-15	694	1494	1552	1478	1545	1555	1512	1491	1432	1495	1352	1292	1115	18,006	8317	4435	5254	18,006
2015-16	661	1547	1558	1615	1548	1582	1600	1552	1520	1472	1489	1167	1136	18,445	8511	4671	5264	18,445
2016-17*	1408	1483	1623	1609	1650	1604	1626	1626	1585	1565	1475	1290	1063	19,606	9376	4837	5393	19,606
2017-18	1447	1561	1535	1691	1641	1680	1627	1655	1651	1629	1546	1243	1163	20,072	9556	4933	5504	20,072
2018-19	1447	1611	1617	1590	1716	1678	1705	1651	1677	1677	1618	1371	1114	20,472	9658	5034	5780	20,472
2019-20	1371	1610	1672	1675	1624	1738	1711	1733	1680	1713	1670	1436	1243	20,896	9710	5123	6063	20,896
2020-21	1406	1530	1670	1729	1713	1663	1790	1738	1759	1716	1763	1474	1306	21,199	9712	5287	6200	21,199
2021-22	1398	1565	1589	1727	1760	1752	1695	1815	1763	1795	1706	1505	1350	21,418	9791	5272	6355	21,418
2022-23	1396	1556	1621	1647	1757	1796	1779	1718	1838	1798	1782	1507	1376	21,571	9773	5336	6463	21,571
2023-24	1535	1557	1615	1678	1678	1795	1825	1805	1743	1872	1787	1592	1379	21,862	9838	5373	6631	21,862
2024-25	1543	1695	1616	1672	1711	1717	1825	1851	1830	1779	1862	1594	1464	22,160	9954	5507	6699	22,160
2025-26	1547	1703	1754	1673	1705	1749	1747	1851	1876	1866	1768	1667	1467	22,371	10131	5474	6767	22,371
2026-27	1557	1707	1761	1811	1705	1743	1778	1772	1876	1911	1855	1573	1540	22,587	10282	5427	6878	22,587
2027-28	1568	1716	1765	1818	1843	1742	1772	1804	1797	1911	1900	1660	1445	22,741	10452	5573	6916	22,741
2028-29	1550	1728	1775	1822	1850	1881	1772	1798	1829	1832	1900	1707	1533	22,975	10605	5399	6971	22,975
2029-30	1553	1710	1786	1832	1854	1888	1910	1798	1823	1864	1821	1706	1579	23,124	10623	5531	6970	23,124
2030-31	1555	1713	1768	1843	1864	1892	1918	1936	1823	1858	1853	1627	1578	23,227	10635	5677	6916	23,227
2031-32	1556	1715	1771	1825	1875	1902	1921	1944	1961	1858	1847	1629	1499	23,333	10644	5826	6863	23,333
2032-33	1556	1716	1773	1828	1857	1913	1931	1947	1968	1896	1847	1652	1531	23,518	10644	5847	7027	23,518

* 2016-17 Enrollment reflects the addition of State Funded Full Day Kindergarten

TABLE TWO: STUDENT FACTORS - SINGLE FAMILY

2017-18 Single Family	STUDENTS						AVERAGE PER UNIT			
	# Planned	# Sold	K-5	6-8	9-12	Total	K-5	6-8	9-12	Total
Single Family Development										
Belvedere	94	92	42	17	20	79	0.457	0.185	0.217	0.859
Cavalia	49	49	21	12	22	55	0.429	0.245	0.449	1.122
Cedarcroft	27	4	0	0	1	1	0	0	0.25	0.25
Claremont @ Renton	91	91	18	3	12	33	0.198	0.033	0.132	0.363
Forest Heights	24	6	0	1	0	1	0	0.167	0	0.167
Glencoe, Preswick & Kinlock @ Trossachs	211	198	80	45	76	201	0.404	0.227	0.384	1.015
Heritage Estates	86	86	57	20	18	95	0.663	0.233	0.209	1.105
Highcroft @ Sammamish	121	120	48	19	27	94	0.4	0.158	0.225	0.783
Issaquah Highlands	311	236	42	27	61	130	0.178	0.114	0.258	0.551
Issaquah Highlands - Ichijo Sun Ridge	35	35	11	5	12	28	0.314	0.143	0.343	0.8
Lawson Park	31	31	20	6	8	34	0.645	0.194	0.258	1.097
Liberty Gardens	36	36	3	1	5	9	0.083	0.028	0.139	0.25
Overlook @ Brookshire	38	36	7	2	1	10	0.194	0.056	0.028	0.278
Summit Pickering/Inneswood Estates	30	21	10	9	11	30	0.476	0.429	0.524	1.429
Rivenwood	52	52	20	8	13	41	0.385	0.154	0.25	0.788
Shorelane Vistas	38	38	8	6	13	27	0.211	0.158	0.342	0.711
Symphony Ridge (new area)	57	51	19	6	9	34	0.373	0.118	0.176	0.667
TOTALS	1331	1182	406	187	309	902	0.343	0.158	0.261	0.763
SINGLE FAMILY										
Elementary School			0.343							
Middle School 6 - 8			0.158							
High School 9 - 12			0.261							
TOTAL			0.763							

These developments are currently under construction or have been completed within the past five years.

TABLE THREE: STUDENT FACTORS - MULTI-FAMILY
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2017-18 Multi Family	STUDENTS						AVERAGE PER UNIT			
	# Planned	# Sold	K-5	6-8	9-12	Total	K-5	6-8	9-12	Total
Multi Family Development										
Avalon Bay	900	7	3	0	1	4	0.429	0.000	0.143	0.571
Issaquah Highlands - View Ridge	38	38	10	8	7	25	0.263	0.211	0.184	0.658
Issaquah Highlands - The Brownstones	175	175	19	11	15	45	0.109	0.063	0.086	0.257
Lake Boren Townhomes	56	56	2	1	1	4	0.036	0.018	0.018	0.071
Lakehouse	41	17	4	0	1	5	0.235	0.000	0.059	0.294
Overlook @ Brookshire	42	42	2	1	0	3	0.048	0.024	0.000	0.071
Talus: Spring Peak	28	28	0	0	1	1	0.000	0.000	0.036	0.036
TOTALS	1280	363	40	21	26	87	0.110	0.058	0.072	0.240
MULTI FAMILY										
Elementary School			0.110							
Middle School 6 - 8			0.058							
High School 9 - 12			0.072							
TOTAL			0.240							

These developments are currently under construction or have been completed within the past five years.

INVENTORY AND EVALUATION OF CURRENT FACILITIES

Currently, using the 95% utilization factor, the District has the capacity to house **17431** students in permanent facilities and **4195** students in portables. The projected student enrollment for the 2018-2019 school year is expected to be **20472** including K-5 FTE which leaves a permanent capacity deficit of **3041**. Adding portable classrooms into the capacity calculations gives us a capacity of **21626** with a surplus capacity of **1154** for the K-12 student population.

Calculations of elementary, middle school and high school capacities are shown in Appendices A, B and C. Totals are shown in Appendix D.

Below is a list of current facilities. These facility locations and sites are shown on the District Site Location Map.

EXISTING FACILITIES**LOCATION****GRADE SPAN K-5:**

Apollo Elementary	15025 S.E. 117 th Street, Renton
Briarwood Elementary	17020 S.E. 134 th Street, Renton
Cascade Ridge Elementary	2020 Trossachs Blvd. SE, Sammamish
Challenger Elementary	25200 S.E. Klahanie Blvd., Issaquah
Clark Elementary	335 First Ave. S.E., Issaquah
Cougar Ridge Elementary	4630 167 th Ave. S.E., Bellevue
Creekside Elementary	20777 SE 16 th Street, Sammamish
Discovery Elementary	2300 228 th Ave. S.E., Sammamish
Endeavour Elementary	26205 S.E. Issaquah-Fall City Rd., Issaquah
Grand Ridge Elementary	1739 NE Park Drive, Issaquah
Issaquah Valley Elementary	555 N.W. Holly Street, Issaquah
Maple Hills Elementary	15644 204 th Ave. S.E., Issaquah
Newcastle Elementary	8440 136 th Ave S.E., Newcastle
Sunny Hills Elementary	3200 Issaquah-Pine Lake Rd. S.E., Sammamish
Sunset Elementary	4229 W. Lk. Sammamish Pkwy. S.E., Issaquah

GRADE SPAN 6-8:

Beaver Lake Middle School	25025 S.E. 32 nd Street, Issaquah
Issaquah Middle School	600 2 nd Ave. Ave. S.E., Issaquah
Maywood Middle School	14490 168 th Ave. S.E., Renton
Pacific Cascade Middle School	24635 SE Issaquah-Fall City Rd, Issaquah
Pine Lake Middle School	3200 228 th Ave. S.E., Sammamish

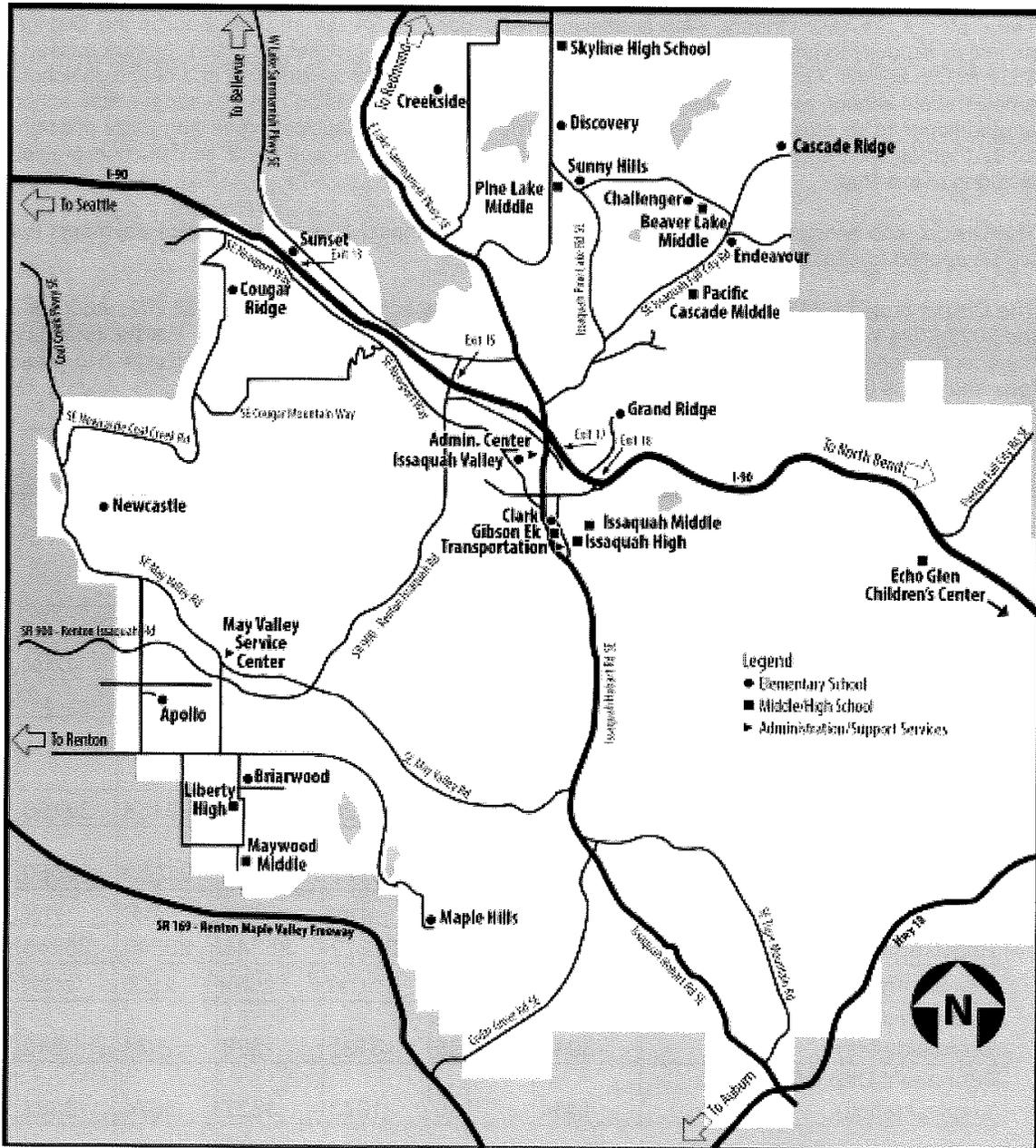
GRADE SPAN 9-12:

Issaquah High School	700 Second Ave. S.E., Issaquah
Liberty High School	16655 S.E. 136 th Street, Renton
Skyline High School	1122 228 th Ave. S.E., Sammamish
Gibson Ek High School	379 First Ave. S.E., Issaquah

SUPPORT SERVICES:

Administration Building	565 N.W. Holly Street, Issaquah
May Valley Service Center	16404 S.E. May Valley Road, Renton
Transportation Center	805 Second Avenue S.E., Issaquah
Transportation Satellite	3402 228 th Ave. S.E., Sammamish

SITE LOCATION MAP



**THE ISSAQUAH SCHOOL DISTRICT'S
SIX-YEAR CONSTRUCTION PLAN**

The District's Six-Year Finance Plan is shown in Appendix E. Shown in Table Four is the District's projected capacity to house students, which reflects the additional facilities as noted. Voters passed a \$533 million bond in April 2016 to fund the purchase of land for and construction of a new high school, a new middle school, two new elementary schools, the rebuild/expansion of an existing middle school and additions to six existing elementary schools. The District does anticipate receiving State matching funds that would reduce future bond sale amounts or be applied to new K-12 construction projects included in this Plan.

The District also anticipates that it will receive \$500,000 in impact fees and mitigation payments that will be applied to capital projects.

The District projects **20,472** FTE students for the 2018-2019 school year and **21,862** FTE students in the 2023-2024 school year. Growth will be accommodated by the planned facilities. Per the formula in the adopted school impact fee ordinance, half of the unfunded growth-related need is assigned to impact fees and half is the local share.

TABLE FOUR: PROJECTED CAPACITY TO HOUSE STUDENTS

Projected Capacity to House Students

Years	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24
Permanent Capacity	17826	18348	18348	19028	22158	22158
High School	56			1600		
Middle School	346			850		
Elementary School	120		680	680		
Gross Totals	18348	18348	19028	22158	22158	22158
*Subtotal (Sum at 95% Utilization Rate)	17431	17431	18077	21050	21050	21050
Portables @ 95%	4195	4195	4195	4195	4195	4195
Total Capacity	21626	21626	22272	25245	25245	25245
Projected FTE Enrollment**	20472	20896	21199	21418	21571	21862
Permanent Capacity @ 95% (surplus/deficit)	-3041	-3465	-3122	-368	-521	-812
Permanent Cap w/Portables (surplus/deficit)	1154	730	1073	3827	3674	3383

* Permanent Capacity and New Construction calculations are based on the 95% utilization factors (see Appendix D)

The number of planned portables may be reduced if permanent capacity is increased by a future bond issue.

SCHOOL IMPACT FEE CALCULATIONS

DISTRICT Issaquah SD #411
 YEAR 2018

School Site Acquisition Cost:

((Acres x Cost per Acre)/Facility Capacity) x Student Generation Factor

	Facility Acreage	Cost/ Acre	Facility Capacity	Student Factor SFR	Student Factor MFR	Cost/ SFR	Cost/ MFR
Elementary	7.00	\$1,000,000	680	0.343	0.110	\$3,536	\$1,134
Middle/Jr High	10.00	\$1,000,000	850	0.158	0.058	\$1,861	\$681
High	30.00	\$1,000,000	1,600	0.261	0.072	\$4,902	\$1,343
TOTAL						\$10,299	\$3,158

School Construction Cost:

((Facility Cost/Facility Capacity) x Student Generation Factor) x (Permanent/Total Sq Ft)

	%Perm/ Total Sq.Ft.	Facility Cost	Facility Capacity	Student Factor SFR	Student Factor MFR	Cost/ SFR	Cost/ MFR
Elementary	92.37%	\$30,000,000	680	0.343	0.110	\$13,998	\$4,491
Middle/Jr High	92.37%	\$55,000,000	850	0.158	0.058	\$9,456	\$3,458
High	92.37%	\$95,000,000	1,600	0.261	0.072	\$14,338	\$3,928
TOTAL						\$37,791	\$11,876

Temporary Facility Cost:

((Facility Cost/Facility Capacity) x Student Generation Factor) x (Temporary/Total Square Feet)

	%Temp/ Total Sq.Ft.	Facility Cost	Facility Size	Student Factor SFR	Student Factor MFR	Cost/ SFR	Cost/ MFR
Elementary	7.63%	\$250,000	80	0.343	0.110	\$82	\$26
Middle/Jr High	7.63%	\$250,000	56	0.158	0.058	\$54	\$20
High	7.63%	\$250,000	224	0.261	0.072	\$22	\$6
TOTAL						\$158	\$52

State Matching Credit:

Area Cost Allowance x SPI Square Footage x District Match % x Student Factor

	Current Area Cost Allowance	SPI Footage	District Match %	Student Factor SFR	Student Factor MFR	Cost/ SFR	Cost/ MFR
Elementary	\$225.97	90	8.00%	0.343	0.110	\$559	\$179
Middle/Jr High	\$225.97	108	0.00%	0.158	0.058	\$0	\$0
High School	\$225.97	130	0.00%	0.261	0.072	\$0	\$0
TOTAL						\$559	\$179

Tax Payment Credit:

Average Assessed Value		SFR	MFR
Capital Bond Interest Rate		\$780,054	\$321,036
Net Present Value of Average Dwelling		3.85%	3.85%
Years Amortized		\$6,374,447	\$2,623,446
Property Tax Levy Rate		10	10
Present Value of Revenue Stream		\$1.49	\$1.49
		\$9,498	\$3,909

Fee Summary:

	Single Family	Multi- Family
Site Acquisition Costs	\$10,298.78	\$3,157.92
Permanent Facility Cost	\$37,790.93	\$11,876.49
Temporary Facility Cost	\$158.05	\$52.08
State Match Credit	(\$558.85)	(\$179.28)
Tax Payment Credit	(\$9,497.93)	(\$3,908.94)
FEE (AS CALCULATED)	\$38,190.99	\$10,998.27
Local Share	\$22,914.59	\$6,598.96
FINAL FEE	\$15,276	\$4,399

Each city or county sets and adopts the amount of the school impact fee.
 For the applicable fee schedule, please consult with the permitting jurisdiction for the development project.

BASIS FOR DATA USED IN SCHOOL IMPACT FEE CALCULATIONS

SCHOOL SITE ACQUISITION COST:

- Elementary Two new sites are planned for purchase
- Middle School One new site is planned for purchase
- High School One new site is planned for purchase

SCHOOL CONSTRUCTION COST:

- Elementary \$30,000,000 is the proportional cost of the project providing additional elementary capacity
- Middle School \$55,000,000 is the proportional costs of the projects providing additional middle school capacity
- High School \$95,000,000 is the proportional cost of the project providing additional high school capacity

PERCENTAGE OF PERMANENT AND TEMPORARY SQUARE FOOTAGE TO TOTAL SQUARE FOOTAGE:

Total Square Footage	2,634,410
Permanent Square Footage (OSPI)	2,459,774
Temporary Square Footage	187,572

STATE MATCH CREDIT:

Current Area Cost Allowance	\$225.97
Percentage of State Match	39.54%

APPENDIX A

2017-18 ELEMENTARY SCHOOL CAPACITIES

ELEMENTARY SCHOOLS	# OF STANDARD CLASSROOMS*	ROOM CAPACITY (20)**	# OF HANDICAP ROOMS	H/C ROOM CAPACITY (12)	PERMANENT CAPACITY @100%	PERMANENT CAPACITY AT 95%	# OF EXISTING PORTABLES	PORTABLE CAPACITY (20)**	CURRENT SCHOOL CAPACITY @100%	CURRENT SCHOOL CAPACITY @95%	FUTURE PORTABLES	ADDTL PORTABLE CAPACITY (20)	MAXIMUM SCHOOL CAPACITY	MAXIMUM # OF PORTABLES	Projected Oct. 2018 Headcount	PERMANENT CAP OVRAGE OR SHORTAGE @95%***	EXISTING PORTABLES OVRAGE OR SHORTAGE @ 95%****
APOLLO	26	520	4	48	568	540	7	140	708	673	0	0	708	7	663	-123	10
BRIARWOOD	28	560	2	24	584	555	12	240	824	783	0	0	824	12	696	-141	87
CASCADE RIDGE	23	460	3	36	496	471	8	160	656	623	0	0	656	8	496	-25	127
CHALLENGER	20	400	5	60	460	437	16	320	780	741	0	0	780	16	591	-154	150
CLARK	31	620	3	36	656	623	10	200	856	813	0	0	856	10	792	-169	21
COUGAR RIDGE	27	540	3	36	576	548	8	160	736	699	0	0	736	8	598	-51	101
CREEKSIDE	27	540	3	36	576	546	10	200	776	737	0	0	776	10	736	-189	1
DISCOVERY	22	440	3	36	476	452	8	160	636	604	0	0	636	8	638	-186	-34
ENDEAVOUR	22	440	3	36	476	452	10	200	676	642	0	0	676	10	637	-185	5
GRAND RIDGE	27	540	3	36	576	547	12	240	816	775	0	0	816	12	736	-189	39
ISSAQUAH VALLEY	29	580	0	0	580	551	10	200	780	741	0	0	780	10	671	-120	70
MAPLE HILLS	19	380	3	36	416	395	4	80	486	471	2	40	536	6	443	-48	28
NEWCASTLE	24	480	3	36	516	490	8	160	676	642	0	0	676	8	660	-170	-18
SUNNY HILLS	38	760	1	12	772	733	2	40	812	771	8	160	972	8	723	10	48
SUNSET	25	500	5	60	560	532	4	80	640	608	4	80	720	8	578	-46	30
TOTAL	388	7760	44	528	8288	7872	129	2580	10868	10325	14	280	11148	141	9658	-1784	667

*Minus excluded spaces for special program needs
 **Average of staffing ratios 1:20 K-2, 1:23 3-5
 ***Permanent Capacity x 95% (utilization factor) Minus Headcount Enrollment
 ****Maximum Capacity x 95% (utilization factor) Minus Headcount Enrollment
 *****Permanent capacity reflects the building's level of service design capacity.

The maximum capacity includes the permanent capacity plus the maximum number of classrooms served in portables.

APPENDIX B

2017-2018 MIDDLE SCHOOL CAPACITIES

MIDDLE SCHOOLS	# OF STANDARD CLASSROOMS*	ROOM CAPACITY (26)	# OF HANDICAP ROOMS	HIC ROOM CAPACITY (12)	PERMANENT CAPACITY @ 100%	PERMANENT CAPACITY @ 95%	# OF EXISTING PORTABLES	PORTABLE CAPACITY (26)	CURRENT SCHOOL CAPACITY @ 100%	CURRENT SCHOOL CAPACITY @ 95%	FUTURE PORTABLES	ADDTL PORTABLE CAPACITY (26)	MAXIMUM SCHOOL CAPACITY	MAXIMUM # OF PORTABLES	Projected Oct. 2018 Headcount	PERMANENT CAP Over or short @95%***	WITH EXISTING PORTABLES OVER OR SHORT @ 95%***
BEAVER LAKE	29	754	2	24	778	739	10	260	1038	986	0	0	1038	10	888	-159	88
ISSAQUAH MIDDLE	34	884	2	24	908	863	8	208	1116	1060	0	0	1116	8	1009	-146	51
MAYWOOD	39	1014	4	48	1062	1009	4	104	1166	1108	0	0	1166	4	1187	-178	-79
PACIFIC CASCADE	29	754	7	84	838	796	10	260	1098	1043	0	0	1098	8	1005	-209	38
PINE LAKE	33	858	3	36	894	849	2	52	946	899	6	156	1102	6	935	-86	-36
TOTAL	164	4264	18	216	4480	4256	34	884	5364	5096	6	156	5520	38	5034	-778	62

*Minus excluded spaces for special program needs
 **Permanent Capacity x 95% (utilization factor) Minus Headcount Enrollment
 ***Maximum Capacity x 95% (utilization factor) Minus Headcount Enrollment
 Permanent capacity reflects the building's level of service design capacity.
 The maximum capacity includes the permanent capacity plus the maximum number of classrooms served in portables.

APPENDIX C

2017-2018 HIGH SCHOOL CAPACITIES

HIGH SCHOOLS	# OF CLASSROOMS*	ROOM CAPACITY (28)	# OF HANDICAP ROOMS	H/C ROOM CAPACITY (12)	PERMANENT CAPACITY @ 100%	PERMANENT CAPACITY @ 95%	# OF EXISTING PORTABLES	PORTABLE CAPACITY (28)	CURRENT SCHOOL CAPACITY @ 100%	CURRENT SCHOOL CAPACITY @ 95%	FUTURE PORTABLES	ADDT'L PORTABLE CAPACITY (28)	MAXIMUM SCHOOL CAPACITY	MAXIMUM # OF PORTABLES	Projected Oct. 2018 Headcount	PERM CAP OVER OR SHORT @95%**	WITH EXISTING PORTABLES OVER OR SHORT @ 95%**
ISSAQUAH HIGH	78	2184	2	24	2208	2098	10	280	2488	2364	2	56	2540	12	2219	-121	146
LIBERTY HIGH	39	1092	4	48	1140	1083	8	224	1364	1296	6	168	1532	14	1313	-230	-17
GIBSON EK HIGH	9	252	1	12	264	251	0	0	264	251	0	0	264	0	209	42	42
SKYLINE HIGH	69	1932	3	36	1968	1870	16	448	2416	2295	0	0	2416	16	2039	-169	256
TOTAL	195	5460	10	120	5580	5249	34	952	6532	6205	8	224	6752	42	5780	-479	425

*Minus excluded spaces for special program needs
 ** Headcount Enrollment Compared to Permanent Capacity x 95% (utilization factor)
 *** Headcount Enrollment Compared to Maximum Capacity x 95% (utilization factor)
 Permanent capacity reflects the building's level of service design capacity.
 The maximum capacity includes the permanent capacity plus the maximum number of classrooms served in portables.

APPENDIX D

2017-2018 TOTAL CAPACITIES

# OF CLASSROOMS*	747
ROOM CAPACITY	17484
# OF HANDICAP ROOMS	72
H/C ROOM CAPACITY (12)	864
PERMANENT CAPACITY @ 100%	18348
PERMANENT CAPACITY @ 95%	17431
# OF EXISTING PORTABLES	197
PORTABLE CAPACITY @ 100%	4416
PORTABLE CAPACITY @ 95%	4195
CURRENT SCHOOL CAPACITY @ 100%	22764
CURRENT SCHOOL CAPACITY @ 95%	21626
FUTURE PORTABLES	28
ADDTL. PORTABLE CAPACITY	680
MAXIMUM SCHOOL CAPACITY	23420
MAXIMUM # OF PORTABLES	221
OCT. 2018 PROJ. HEADCOUNT	20472
PERMANENT CAPACITY @ 95%	3041
TOTAL CAPACITY WITH EXISTING PORTABLES @ 95%	1154

*Permanent Capacity is the total Permanent Capacity from Appendix A + Total Capacity from Appendix B + Total Capacity from Appendix C

APPENDIX E

Six-Year Finance Plan

BUILDING	N/M*	2018	2019	2020	2021	2022	2023	Cost to Complete	SECURED LOCAL/STATE**	UNSECURED LOCAL***
New High School	N	\$15,000,000	\$35,000,000	\$40,000,000	\$19,000,000	\$10,000,000		\$119,000,000	\$119,000,000	
New Middle School	N	\$6,000,000	\$27,000,000	\$30,000,000	\$10,000,000			\$73,000,000	\$73,000,000	
New Elementary #16	N	\$4,000,000	\$16,000,000	\$15,500,000				\$35,500,000	\$35,500,000	
New Elementary #17	N	\$4,000,000	\$15,000,000	\$14,000,000	\$4,000,000			\$37,000,000	\$37,000,000	
Rebuild/Expand Pine Lake Mid	M	\$33,000,000	\$6,000,000					\$39,000,000	\$39,000,000	
Expand Cougar Ridge E	M	\$3,000,000						\$3,000,000	\$3,000,000	
Expand Discovery E	M	\$3,000,000	\$5,000,000					\$8,000,000	\$8,000,000	
Expand Endeavour E	M	\$3,000,000	\$6,000,000					\$9,000,000	\$9,000,000	
Expand Maple Hills E	M		\$1,000,000	\$4,000,000	\$2,000,000			\$7,000,000	\$7,000,000	
Expand Sunset E	M	\$4,000,000						\$4,000,000	\$4,000,000	
Portables	N	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000			\$4,000,000	\$4,000,000	\$500,000
Land	N	\$80,000,000	\$10,000,000					\$90,000,000	\$90,000,000	
TOTALS		\$156,000,000	\$122,000,000	\$104,500,000	\$36,000,000	\$10,000,000	\$0	\$428,500,000	\$428,500,000	\$500,000

*N = New Construction M = Modernization/Rebuild
 **The Issaquah School District, with voter approval, has front funded these projects.
 ***School impact fees may be utilized to offset front funded expenditures associated with the cost of new growth-related facilities.
 Impact fees are currently collected from King County, City of Bellevue, City of New castle, City of Renton, City of Sammamish and the City of Issaquah for projects within the Issaquah School District.
 ****Funds for portable purchases may come from impact fees, state matching funds, interest earnings or future bond sale elections.

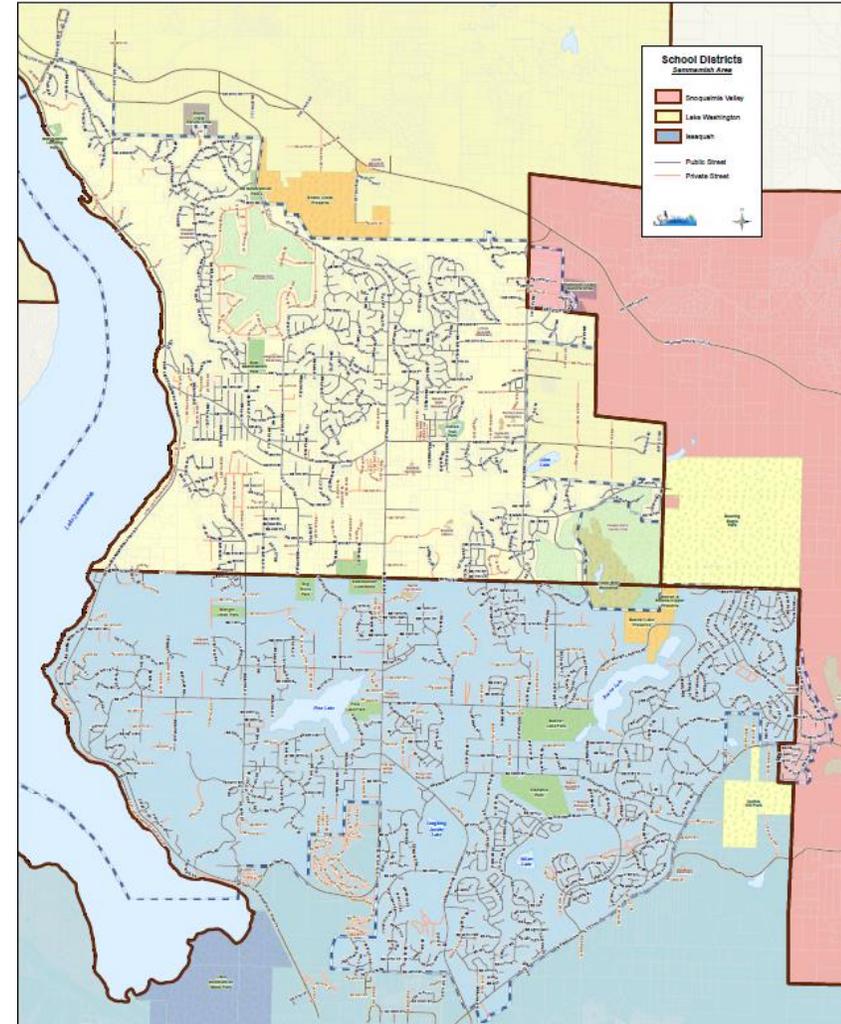
School District Capital Facilities Plans & Impact Fee Update

Sammamish City Council
November 6, 2018



School Districts Serving Sammamish

- 3 School Districts in the City
 - Lake Washington
 - Issaquah
 - Snoqualmie Valley
- Each adopts a 6-year Capital Facilities Plan
 - Primary facility planning document
 - Projects enrollment & facility plans
 - Sets standard teacher-student ratio
 - Sets impact fees



Capital Facilities Plans

School District Capital Facilities Plans

- Are **updated** every year, and include updated School Impact fees
- Are **adopted** as amendments to the Comprehensive Plan*

*Comprehensive Plan amendment considered earlier this year will end this practice.

Six-Year Capital Facilities Plan 2017 - 2022



Rose Hill Middle School – Opened Fall 2013

Board Adopted: June 5, 2017

Lake Washington School District #414
Serving Redmond, Kirkland, Sammamish, and King County, Washington

School Impact Fees

- GMA authorizes schools to collect impact fees
- School impact fees...
 - Fund capital projects that accommodate additional demand
 - Are determined by formula in SMC
 - Are collected by City on districts' behalf
- New fees effective Jan. 1, 2019

Six-Year Capital Facilities Plan 2017 - 2022



Rose Hill Middle School – Opened Fall 2013

Board Adopted: June 5, 2017

Lake Washington School District #414
Serving Redmond, Kirkland, Sammamish, and King County, Washington

School Impact Fees Collected

	2017	2018 YTD
Issaquah SD	\$958,617	\$1,207,107
Lake Washington SD	\$1,453,927	\$585,063
Snoq Valley SD	-	-

	2019 Single Family (Per Unit)	Change from 2018	2019 Multi-Family (Per Unit)	Change from 2018
Issaquah SD	\$15,276	+\$6,514 (+74%)	\$4,399	+\$938 (+27%)
Lk Wash SD	\$12,294	+\$340 (+3%)	\$624	-\$109 (-15%)
Snoq Valley SD	\$11,359.65	+1,263.38 (+13%)	\$1,700.07	-\$527.27 (-24%)

Public Hearing

Agenda Bill
 City Council Regular Meeting
 November 06, 2018



SUBJECT:	Ordinance adopting the 2019-2020 Biennial Budget		
DATE SUBMITTED:	October 29, 2018		
DEPARTMENT:	Finance		
NEEDED FROM COUNCIL:	<input checked="" type="checkbox"/> Action <input type="checkbox"/> Direction <input type="checkbox"/> Informational		
RECOMMENDATION:	Adopt the ordinance, thereby adopting the 2019-2020 Biennial Budget		
EXHIBITS:	1. Exhibit 1 - Ordinance 2019-2020 Budget 2. Exhibit 2 - Budget Message 3. Exhibit 3 - Reference Document 2019-2020 Line Item Budget		
BUDGET:			
Total dollar amount	\$239,135,494	<input type="checkbox"/>	Approved in budget
Fund(s)	All city funds	<input checked="" type="checkbox"/>	Budget reallocation required
		<input type="checkbox"/>	No budgetary impact
WORK PLAN FOCUS AREAS:			
<input checked="" type="checkbox"/> Transportation	<input checked="" type="checkbox"/> Community Safety		
<input checked="" type="checkbox"/> Communication & Engagement	<input checked="" type="checkbox"/> Community Livability		
<input checked="" type="checkbox"/> High Performing Government	<input checked="" type="checkbox"/> Culture & Recreation		
<input checked="" type="checkbox"/> Environmental Health & Protection	<input checked="" type="checkbox"/> Financial Sustainability		

NEEDED FROM COUNCIL:

Shall the ordinance adopting the 2019-2020 Biennial Budget as presented in Table A be approved?

KEY FACTS AND INFORMATION SUMMARY:

Passage of a biennial budget by year-end is required by State law. As identified in the attached 2019-2020 proposed biennial budget, at the end of 2020, the ending fund balance for all funds is budgeted to be \$30.5 million, of which \$4.4 million is restricted for the general fund strategic reserve. Individual years (2019 and 2020) are shown for reference and internal monitoring/management purposes only.

As allowed by RCW 35A.34.070, in lieu of a separate ordinance adopting the 2019 salary table, a detailed schedule of the salaries and positions included in the budget is attached to the line item budget document and made a part of the budget document.

The summary budget amounts outlined above and the further budget details have been presented and discussed at the September 25th Council Budget Workshop. A public hearing on the budget, with appropriate noticing requirements, is scheduled on November 6, 2018.

FINANCIAL IMPACT:

The total 2019-2020 biennial budget is \$239,135,494 including Interfund Transfers and Ending Fund Balances.

OTHER ALTERNATIVES CONSIDERED:

The City Council may direct changes to be made to the amounts in the 2019-2020 Biennial Budget. By State law the budget must be passed by December 31, 2018.

**CITY OF SAMMAMISH
WASHINGTON ORDINANCE
NO. O2018-**

**AN ORDINANCE OF THE CITY OF SAMMAMISH,
WASHINGTON, ADOPTING THE 2019-2020 BIENNIAL
BUDGET.**

WHEREAS, State law, Chapter 35A.34 RCW, requires the City to adopt a biennial budget and provides procedures for the filing of estimates, a preliminary budget, public hearings, and final fixing of the budget; and

WHEREAS, a preliminary biennial budget for the fiscal years 2019-2020 has been prepared and filed, a public hearing has been held for the purposes of fixing the final budget; and the City Council has deliberated and has made adjustments and changes deemed necessary and proper;

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

Section 1. Adoption

The final 2019-2020 biennial budget for the City of Sammamish, Washington covering the period from January 1, 2019, through December 31, 2020 is hereby adopted at the total fund level per the totals referenced in the attached Table A. A copy of this budget is on file with the office of the City Clerk, along with further reference details that are incorporated in these fund totals.

Section 2. Summary of Revenues and Appropriations.

Attached as Table A, in summary form, are the total estimated revenues and appropriations for each separate fund and the aggregate totals for all such funds combined.

Section 3. Filing of Ordinance.

A complete copy of the final 2019-2020 budget, as adopted, together with a certified copy of this adopting ordinance shall be transmitted by the City Clerk to the Division of Municipal Corporations of the office of the State Auditor and to the Association of Washington Cities.

Section 4. Effective Date.

That this Ordinance shall be in full force and effect five (5) days after publication of the Ordinance as required by law.

**PASSED BY THE CITY COUNCIL OF THE CITY OF SAMMAMISH,
WASHINGTON, ON THIS DAY OF NOVEMBER 2018.**

Christie Malchow, Mayor

Attest/Authenticated:

Melonie Anderson, City Clerk

Approved as to Form

Michael R. Kenyon, City Attorney

Budget Study Sessions:

Public Hearing: November 6, 2018

First Reading: November 6, 2018

Date Adopted:

Date of Publication

Effective Date:

**CITY OF SAMMAMISH
ORDINANCE O2018-XXX
2019-2020 BIENNIAL BUDGET AMENDMENT: TABLE A**

<u>2019-2020 BIENNIAL BUDGET = \$239,135,494</u>					
FUND	BEGINNING BALANCE 2019-2020	REVENUES & OTHER SOURCES 2019-2020	EXPENDITURES & OTHER USES 2019-2020	ENDING BALANCE 2019-2020	
001 General Fund	\$ 16,759,790	\$ 87,929,243	\$ 96,507,767	\$ 8,181,266	
101 Street Fund	7,726,871	14,877,600	18,348,356	4,256,115	
201 G.O. Debt Service Fund	-	1,079,999	1,079,999	-	
301 CIP General Fund	4,135,674	30,000	3,500,000	665,674	
302 CIP Parks Fund	14,624,787	10,350,000	16,445,000	8,529,787	
340 CIP Transportation	27,920,000	15,240,750	42,270,000	890,750	
408 Surface Water Management-Operating Fund	2,084,314	16,279,000	16,634,190	1,729,124	
438 Surface Water Management-CIP Fund	4,632,271	6,425,100	6,466,532	4,590,839	
501 Equipment Replacement Fund	766,894	1,552,824	1,235,168	1,084,550	
502 Information Services Replacement Fund	291,975	5,352,450	5,348,250	296,175	
503 Risk Management Fund	297,752	778,200	797,200	278,752	
2019-2020 TOTAL BIENNIAL BUDGET	\$ 79,240,328	\$ 159,895,166	\$ 208,632,462	\$ 30,503,032	
<u>2019 ANNUAL BUDGET FOR REFERENCE PURPOSES</u>					
	FY 2019	FY 2019	FY 2019	FY 2019	
001 General Fund	\$ 16,759,790	\$ 43,705,503	\$ 48,217,446	\$ 12,247,847	
101 Street Fund	7,726,871	7,438,800	9,791,288	5,374,383	
201 G.O. Debt Service Fund	-	541,333	541,333	-	
301 CIP General Fund	4,135,674	20,000	3,500,000	655,674	
302 CIP Parks Fund	14,624,787	5,265,000	7,589,000	12,300,787	
340 CIP Transportation	27,920,000	9,460,750	26,576,333	10,804,417	
408 Surface Water Management-Operating Fund	2,084,314	7,434,000	7,444,028	2,074,286	
438 Surface Water Management-CIP Fund	4,632,271	1,795,100	2,921,276	3,506,095	
501 Equipment Replacement Fund	766,894	958,912	752,088	973,718	
502 Information Services Replacement Fund	291,975	2,784,250	2,782,650	293,575	
503 Risk Management Fund	297,752	386,600	406,100	278,252	
TOTAL BUDGET	\$ 79,240,328	\$ 79,790,248	\$ 110,521,542	\$ 48,509,034	
<u>2020 ANNUAL BUDGET FOR REFERENCE PURPOSES</u>					
	FY 2020	FY 2020	FY 2020	FY 2020	
001 General Fund	\$ 12,247,847	\$ 44,223,740	\$ 48,290,321	\$ 8,181,266	
101 Street Fund	5,374,383	7,438,800	8,557,068	4,256,115	
201 G.O. Debt Service Fund	-	538,666	538,666	-	
301 CIP General Fund	655,674	10,000	-	665,674	
302 CIP Parks Fund	12,300,787	5,085,000	8,856,000	8,529,787	
340 CIP Transportation	10,804,417	5,780,000	15,693,667	890,750	
408 Surface Water Management-Operating Fund	2,074,286	8,845,000	9,190,162	1,729,124	
438 Surface Water Management-CIP Fund	3,506,095	4,630,000	3,545,256	4,590,839	
501 Equipment Replacement Fund	973,718	593,912	483,080	1,084,550	
502 Information Services Replacement Fund	293,575	2,568,200	2,565,600	296,175	
503 Risk Management Fund	278,252	391,600	391,100	278,752	
TOTAL BUDGET	\$ 48,509,034	\$ 80,104,918	\$ 98,110,920	\$ 30,503,032	

The Honorable Mayor Malchow and City Councilors,

I respectfully submit the biennial budget for FY2019/20 to the City Council. The budget is balanced and in line with all statutory requirements. The budget blends the Council's vision and priorities with our resident's values along with the financial realities of financing municipal government. The FY2019/20 biennial budget totals \$239,135,494. An examination of this budget reveals a General Fund only operational budget of \$104,689,033, with transfers of \$17,867,432. Parks, Transportation, Stormwater utility and general capital expenditures total \$83,358,582. The remaining non-general fund operations pieces are \$27,978,854 for Street operations, \$20,409,500 related to storm water operations and \$2.7 million in internal service fund operations related to fleet, risk management and technology replacement funding. Again, these funding totals include services over the two-year biennial budget period and the \$239 Million biennial budget reflects both beginning and ending fund balances and interfund transfers.

Though the budget is stated in numbers and illustrated in charts and graphs it represents an action plan for the City for FY2019/20. The plan contains funding for the core elements of the City Council's priorities. The budget begins to address some of the operational deficiencies the City is experiencing today. Additionally, it provides for on-going infrastructure maintenance and new construction. The budget is able to accomplish this while reflecting the first two years of the City Council's adopted six-year transportation and parks capital improvement plans and achieving a 2020 ending balance of over \$30 million that is well reasoned and fiscally conservative.

Budget Highlights

The City is maturing and growing as it nears the end of its second decade of incorporation. This is the second biennium in which the City's residential population will exceed 60,000. This maturing requires us to make new investments to both our operational and capital needs as we work to address new desires and demands for services from our citizens.

In response to a growing workload and these new demands, this budget adds 16.5 new full time (FTE) positions. The General Fund is adding 5.5 FTEs to sustain support of the growing operational needs. (2) FTE positions serve as support to

human resources, facilities and other administrative services, with one of these positions in facilities maintenance converting from a 9-month seasonal position to a full-time position. A third position is added to finance to provide critical backup, more internal audit and compliance capacity for GASB (Governmental Accounting Standards Board) and SAO (State Auditor's Office) financial statements. The fourth and fifth position adds are related to an additional Senior Inspector and Associate Planner to provide capacity to address anticipated demand in community development services. We anticipate the inspector and planner position to be funded through charges for services. There is also an addition of one-half FTE to move the current 0.5 office assistant position at the front counter to a full-time position. The budget also funds two, two-year limited term positions dedicated to the growing demand for public records information and program management as we attempt to meet the need for greater transparency. Outside of these General Fund additions, in the Technology Fund, an Information Technology Director position was added to guide our evolution of our IT department, a much-needed upgrade to technology services management as a whole. This operation is critical to all city operations and provides data that supports good decision-making and assists in providing the transparency mentioned above. Along with the IT Director, to improve and stabilize application support, web development and technology, an application specialist position is being added and two IT contract positions will convert to FTEs.

Because of the emphasis needed in addressing transportation issues in Sammamish our transportation division is being upgraded. A Senior Traffic Engineering position is added along with a Transportation Planner position, that will among other duties monitor our concurrency program. Additionally, two Traffic Signal Technicians are added to take on the traffic signalization work previously contracted from the County. The three remaining FTEs are being added to the stormwater utility as part of the on-going implementation of the ten-year comprehensive storm water management plan and are supported by the storm water utility rates.

The budget continues to emphasize contracting for major services. Sammamish contracts with the King County Sheriff's Office for police services. The budget does not contain improvements in this contract but anticipates additions may be needed in the mid-year budget biennium adjustment as the City completes the Police Study and the Council has to wrestle with difficult decisions about future expanded police services and costs. The City also continues to contract with Eastside Fire and

Rescue for fire services. These and other contracts allow the city's operating expenditure and direct staffing levels to remain low compared with many of our neighboring eastside cities and frees up funding for both near-term infrastructure needs and the long-range transformational projects that will shape the future of Sammamish. The FY2019/20 budget strikes an efficient balance of funding for permanent positions, which will be sustained for the long-term, and contracted services, which will address short-term, service-demand surges that are anticipated in the next two-years.

The City has maintained a conservative approach with city revenues over the years. With this approach, the City has been able to devote a high proportion of city revenue to infrastructure since incorporation in 1999. Prior to incorporation, capital investment amounted to approximately \$1 million per year. Since becoming a city, annual capital investment has averaged close to \$12 million. This approach has allowed the City to address several infrastructure needs. Despite the dramatic uptick in capital investment, residents continue to pay lower taxes than those living in unincorporated King County.

With the City's conservatism and keen eye toward prudent financial management, Sammamish has always had minimal debt. Today the City is almost debt free. A Public Works Trust Fund loan, at a startlingly low interest rate of 0.5 percent, is the only remaining debt the city is presently carrying. At the end of the FY2019/20 biennium, the balance of that loan will be less than \$550 thousand, an amount scheduled to be retired in 2021. Thanks to this nearly debt-free status, and the City's healthy financial reserves, it is again recommended that the City Council forego the allowable one percent annual increase in property tax revenue for the tenth consecutive year.

Financial Overview

The FY2019/20 budget maintains the city's strong financial position with an ending fund balance of approximately \$30.5 million, with nearly \$8.3 million of that in the City's General Fund. This strong ending position comes at the conclusion of a biennium that will see several major transportation and storm water infrastructure projects constructed on a pay-as-you-go basis without the issuance of any debt. While \$30.5 million is a sizable balance, there is also recognition of sizable transportation and other capital needs looming as existing infrastructure and

facilities age and demands for traffic congestion relief continue. Planning ahead for these needs and the impact that any solutions will have on future city operations in terms of maintenance, capacity and efficiency will be important initiatives to form financing strategies around in the years ahead. The City is in good position to develop these financing plans as it has strong ending fund balances and still is not accessing several revenue streams available to the City.

Revenues

The Washington State economic forecast anticipates the economic recovery will continue at a moderate pace. Locally the economy in Sammamish has shown resilience against broad swings in economic activity at the State Level. The projections used in the FY2019/20 budget reflect the continuation of development levels experienced in 2018, which demonstrate an overall conservative forecast in the FY2019/20 period. The lifting of the moratorium, which has been in place for most of 2018 and the development of the Town Center could strengthen this revenue forecast.

The FY2019/20 budget does reflect an increase to the Surface Water Fee of 19% in 2019 and then again in 2020 as part of the ongoing rate study and modeling activity that City Council reviewed and adopted for the FY2017/18 budget period. These rates are tied to the costs of increasing compliance requirements and the adequate funding of the resulting capital improvements that have been made to date.

The FY2019/20 budget assumes property tax increases for new construction only, through 2020. This will represent the tenth year in a row (beginning in 2010) that the City Council has elected to forego the 1% annual increase allowed by state law.

Expenditures

The FY2019/20 expenditure budget reflects an operating cost increase that responds to the service needs of a maturing city, the demands of new construction, the need to maintain roads and parks infrastructure systems, and a continued investment to ensure our technology systems are reliable and secure. The City's personnel costs include a general wage increase of 2.43%. Contracted fire service and police service costs are increasing 3% and 5% respectively from 2018 to 2019 without the addition of new public safety staff.

Expenditure increases in the CIP funds reflect the anticipated delivery of several significant capital projects during the biennium without debt financing. Transportation and stormwater projects are the focus of the FY2019/20 capital budget and are consistent with City Council's previously adopted six-year capital improvement plans. The most significant capital projects included in this biennium budget are:

- Beaver Lake Park improvement Project (\$2.7 million)
- Big Rock Park Improvement Project (\$2.0 million)
- Issaquah/Fall City Road improvement (\$24.8 million)
- Continuation of SE 4th Street Improvement (\$6 million)
- Issaquah/Pine Lake Road design (\$3.9 million)
- George Davis Creek Fish Passage (\$2.45 million)

Conclusion

The FY2019/20 biennial budget addresses the priorities identified by the City Council as illustrated in the chart below and makes a significant investment in needed organizational capacity as we moved toward the future. It does not address every need for which funding was requested but will produce two more years of solid achievement for the City of Sammamish. The City is still engaged in several major plan developments. As those plans are finished the resulting decisions may shape the need for additional investment at the mid-year biennial budget modification.

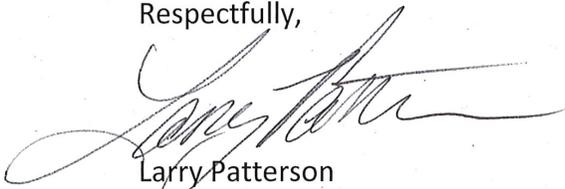


The preliminary budget document also includes a detailed listing of revenue projections and proposed expenditures for each City fund and complies with State laws and auditing requirements that are part of the State of Washington’s budgeting, accounting and reporting systems (BARS). A presentation and discussion of the draft preliminary budget numbers was presented and discussed with City Council at an open public Council work session on September 25th, 2018 and a video of that meeting is available on the City’s website under City Council videos.

This has been a turbulent year in City leadership as there has been a major change in the makeup of the City Council and a significant change in senior management at the City. The senior management change has resulted in an awkward and somewhat disjointed process in putting the budget together as it has been reviewed and received direction from three different people in the City Manager's role. The glue that has held this budget process together is the dedicated and diligent work of Assistant City Manager/Finance Director Aaron Antin and Deputy Finance Director Chris Gianni. I am extremely thankful of their determination, discipline and attention to detail in putting this budget together. I also want to thank the City's Department Directors in their work in developing and bringing forward their departmental budgets.

Finally, I want to thank the City Council for the time they have spent and will spend in reviewing, refining and approving this budget. Such time takes time away from family and dedication to the City. This budget is clear in its intent, deeply reflective of the community's priorities and values and another confident step toward a bright future for Sammamish.

Respectfully,

A handwritten signature in black ink, appearing to read 'Larry Patterson', written in a cursive style.

Larry Patterson
Interim City Manager



City of Sammamish 2019-2020 Budget Packet

Line Item Budgets by Fund As of November 6, 2018

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City of Sammamish
2019-2020
By Fund Budget Summary

		2019 Budget			
Funds	Fund Name	Beg Fund Bal	Revenues	Expenditures	End Fund Bal
001	General Fund	\$ 16,759,790	\$ 43,705,503	\$ 48,217,446	\$ 12,247,847
101	Street Fund	7,726,871	7,438,800	9,791,288	5,374,383
201	Debt Service Fund	-	541,333	541,333	-
301	Gen Gov't CIP	4,135,674	20,000	3,500,000	655,674
302	Parks CIP Fund	14,624,787	5,265,000	7,589,000	12,300,787
340	Transportation CIP	27,920,000	9,460,750	26,576,333	10,804,417
408	Surface Wtr Mgt	2,084,314	7,434,000	7,444,028	2,074,286
438	Surface Wtr Cap Prj.	4,632,271	1,795,100	2,921,276	3,506,095
501	Equipment Rental	766,894	958,912	752,088	973,718
502	Technology Repl.	291,975	2,784,250	2,782,650	293,575
503	Risk Mgt Fund	297,752	386,600	406,100	278,252
Totals		\$ 79,240,328	\$ 79,790,248	\$ 110,521,542	\$ 48,509,034
		2020 Budget			
Funds	Fund Name	Beg Fund Bal	Revenues	Expenditures	End Fund Bal
001	General Fund	\$ 12,247,847	\$ 44,223,740	\$ 48,290,321	\$ 8,181,266
101	Street Fund	5,374,383	7,438,800	8,557,068	4,256,115
201	Debt Service Fund	-	538,666	538,666	-
301	Gen Gov't CIP	655,674	10,000	-	665,674
302	Parks CIP Fund	12,300,787	5,085,000	8,856,000	8,529,787
340	Transportation CIP	10,804,417	5,780,000	15,693,667	890,750
408	Surface Wtr Mgt	2,074,286	8,845,000	9,190,162	1,729,124
438	Surface Wtr Cap Prj.	3,506,095	4,630,000	3,545,256	4,590,839
501	Equipment Rental	973,718	593,912	483,080	1,084,550
502	Technology Repl.	293,575	2,568,200	2,565,600	296,175
503	Risk Mgt Fund	278,252	391,600	391,100	278,752
Totals		\$ 48,509,034	\$ 80,104,918	\$ 98,110,920	\$ 30,503,032

**City of Sammamish
Fund Summary
2019-2020 Budgeted Transfers**

<u>FROM FUND</u>		<u>REVENUES TO FUND</u>	<u>TO FUND DESCRIPTION</u>	<u>2019 AMOUNT</u>	<u>2020 AMOUNT</u>	<u>2019-2020 AMOUNT</u>
408	Surface Water Management	001	General Fund	\$ 142,000	\$ 142,000	\$ 284,000
001	General Fund	101	Street Fund	5,905,000	5,905,000	11,810,000
340	Transportation Capital	201	Debt Service	541,333	538,667	1,080,000
408	Surface Water Management	438	Surface Water Capital	955,100	3,780,000	4,735,100
001	General Fund	501	Equipment Replacement	574,766	209,766	784,532
101	Street Fund	501	Equipment Replacement	263,798	263,798	527,596
408	Surface Water Management	501	Equipment Replacement	60,348	60,348	120,696
001	General Fund	502	Information Technology	2,394,500	2,206,100	4,600,600
408	Surface Water Management	502	Information Technology	386,750	359,100	745,850
001	General Fund	503	Risk Management	334,000	338,300	672,300
408	Surface Water Management	503	Risk Management	52,100	52,800	104,900
TOTAL				\$ 11,609,695	\$ 13,855,879	\$ 25,465,574

<u>EXPENSES FROM FUND</u>		<u>TO FUND</u>		<u>2019 AMOUNT</u>	<u>2020 AMOUNT</u>	<u>2019-2020 AMOUNT</u>
001	General Fund	101	Street Fund	\$ 5,905,000	\$ 5,905,000	\$ 11,810,000
		501	Equipment Replacement	574,766	209,766	784,532
		502	Information Technology	2,394,500	2,206,100	4,600,600
		503	Risk Management	334,000	338,300	672,300
		<i>subtotal</i>		<i>9,208,266</i>	<i>8,659,166</i>	<i>17,867,432</i>
101	Street Fund	501	Equipment Replacement	263,798	263,798	527,596
340	Transportation Capital	201	Debt Service	541,333	538,666	1,079,999
408	Surface Water Management	001	General Fund	142,000	142,000	284,000
		438	Surface Water Capital	955,100	3,780,000	4,735,100
		501	Equipment Replacement	60,348	60,348	120,696
		502	Information Technology	386,750	359,100	745,850
		503	Risk Management	52,100	52,800	104,900
		<i>subtotal</i>		<i>1,596,298</i>	<i>4,394,248</i>	<i>5,990,546</i>
TOTAL				\$ 11,609,695	\$ 13,855,878	\$ 25,465,573

City of Sammamish
General Fund Revenues
 2019/2020 Budget Process

Account Number	Description	2015-2016 Actuals	2017-2018 Budget	2019-2020 Budget
	Beginning Fund Balance	\$ 22,194,298	\$ 19,733,831	\$ 16,759,790
001-000-311-10-00-00	Property Tax	\$ 50,171,821	\$ 55,800,000	\$ 58,200,000
001-000-313-11-00-00	Sales & Use Tax	9,684,067	10,150,000	11,600,000
001-000-313-71-00-00	Local Crim Justice Sales Tax	2,851,035	2,950,000	3,200,000
001-000-317-20-00-00	Leasehold Excise Tax	1,103	-	-
	TOTAL TAXES	\$ 62,708,026	\$ 68,900,000	\$ 73,000,000
001-000-321-91-00-00	Cable Franchise Fee	\$ 1,356,459	\$ 1,550,000	\$ 1,600,000
001-000-321-99-00-00	Business Licenses	131,701	126,000	132,000
001-000-322-10-01-00	Building Permits	2,343,133	2,500,000	2,300,000
001-000-322-10-02-00	Plumbing Permits	185,884	240,000	200,000
001-000-322-10-03-00	Grading Permits	35,080	20,000	10,000
001-000-322-10-04-00	Mechanical Permits	400,414	400,000	400,000
001-000-322-10-05-00	Shoreline Development Permits	39,353	8,000	10,000
001-000-322-10-06-00	Demolition Permits	42,708	12,000	10,000
001-000-322-40-00-00	Right of Way Permits	285,828	230,000	200,000
001-000-322-90-01-00	Miscellaneous Permits & Fees	27,465	20,000	20,000
	TOTAL LICENSES & PERMITS	\$ 4,848,025	\$ 5,106,000	\$ 4,882,000
001-000-333-10-66-50	USDA Forest Service			
001-000-333-20-60-00	US DOT - Speeding	\$ 5,544	\$ -	\$ -
001-000-333-20-60-10	US DOT - DUI	1,077	3,000	3,000
001-000-333-20-61-60	US DOT CIOT-Seatbelts	2,762	-	-
001-000-333-97-04-20	Emergency Management Grant	-	35,000	-
001-000-334-00-70-00	WA Dept of Enterprise Services	1,687	-	-
001-000-334-03-10-00	Dept of Ecology Grant	70,024	97,200	-
001-000-334-03-20-00	Recycling Grant	-	-	44,763
001-000-334-03-51-00	WA Traffic Safety Commission	25,573	-	-
001-000-336-06-21-00	Criminal Justice-Population	29,148	38,000	42,000
001-000-336-06-25-00	Criminal Justice - Contr Svcs	182,351	165,800	216,000
001-000-336-06-26-00	Criminal Justice - Spec Prog	106,502	127,400	138,000
001-000-336-06-51-00	DUI-Cities	16,498	15,000	16,000
001-000-336-06-94-00	Liquor Excise	405,743	572,000	652,000
001-000-336-06-95-00	Liquor Profits/l-1183 License Fees	769,048	825,600	825,600
001-000-336-06-95-01	Liquor License Fees-Public Safety	161,940	209,400	209,400
001-000-337-07-00-00	KC Recycling Grant	134,996	133,000	184,000
001-000-337-07-02-00	KC Community Arts Program	14,750	15,000	15,000
	TOTAL INTERGOVERNMENTAL	\$ 1,927,643	\$ 2,236,400	\$ 2,345,763
001-000-341-70-00-00	City Maps	\$ 30	\$ -	\$ -
001-000-341-81-01-00	Copies	3,493	6,000	6,000
001-000-341-99-00-00	Passport Services	62,900	50,000	60,000
001-000-342-20-01-00	EFR Review Fee	69,357	50,000	80,000
001-000-342-40-01-00	EFR Inspection Fee	37,738	30,000	40,000
001-000-342-40-02-00	Electrical Inspection Fee	-	402,000	600,000
001-000-342-10-00-00	KC Traffic Control	94,798	-	-
001-000-342-10-01-00	Vehicle Impound Fees	12,700	10,000	10,000
001-000-342-10-02-00	School Resource Officer	255,774	250,000	250,000
001-000-343-10-00-00	Drainage Svcs-Pmt from SWM (1)	78,000	93,000	284,000
001-000-343-93-00-00	Animal Licenses (2)	275,241	308,800	322,000
001-000-345-11-00-00	Beaver Lake Assessment	98,070	64,300	-
001-000-345-81-01-00	Subdivision Preliminary Review	535,253	240,000	100,000

001-000-345-83-01-00	Building Plan Check Fees	2,097,255	1,800,000	1,600,000
001-000-345-83-03-00	Energy Plan Check Fees	71,684	70,000	60,000
001-000-345-83-04-00	Sprinkler Plans Check	-	6,000	-
001-000-345-85-01-00	Admin Fee for Impact/Mitigation	49,448	40,000	50,000
001-000-345-85-02-06	Administrative Service Fee	-	124,000	120,000
001-000-345-89-01-00	SEPA Review Fee	24,850	24,000	20,000
001-000-345-89-02-00	Site Plan Review	1,304,949	800,000	800,000
001-000-345-89-03-00	Notice of Appeal	5,000	3,000	3,000
001-000-345-89-04-00	Counter Service Fee	537,527	400,000	400,000
001-000-345-89-05-00	Boundary Line Adjustments	24,454	10,000	10,000
001-000-345-89-06-00	Shoreline Exemption	6,654	2,000	2,000
001-000-345-89-07-00	Short Plat Fee	-	8,000	8,000
001-000-345-89-08-00	DPW Plan Review	88,416	-	-
001-000-345-89-09-00	Preapplication Conference.	9,720	5,000	5,000
001-000-345-89-12-00	Outside Services Plan Review	(11,620)	600	600
001-000-345-89-14-00	Public Notice Fee	16,184	12,000	12,000
001-000-347-30-01-00	Park Use Fees	97,889	90,000	120,000
001-000-347-30-02-00	Field Use Fees	838,551	730,000	600,000
001-000-347-40-01-00	Admission Fees	505	-	-
001-000-347-60-01-00	Recreational Class Fees	598	-	-
001-000-347-90-20-00	Vendor Display Fees	10,790	12,000	12,000
CHARGES FOR GOODS & SVCS		\$ 6,696,208	\$ 5,640,700	\$ 5,574,600
001-000-350-00-00-00	Municipal Court Fines (3)	\$ 530,156	\$ 546,600	\$ 644,000
001-000-359-90-01-00	Development Fines	-	6,000	-
001-000-359-90-02-00	False Alarm Fines	3,703	4,000	2,000
001-000-359-90-03-00	Code Violations	151,125	2,000	1,000
001-000-359-90-04-00	Field Use Fine	-	300	-
TOTAL FINES & FORFEITS		\$ 684,984	\$ 558,900	\$ 647,000
001-000-361-11-00-00	Interest Income	\$ 185,950	\$ 140,000	\$ 400,000
001-000-361-40-00-00	Sales Interest	6,208	3,000	8,000
001-000-362-40-00-00	Space and Facilities Leases ST	2,438	-	-
001-000-362-40-01-00	Beaver Lake Lodge Rental Fees	149,071	120,000	140,000
001-000-362-40-02-00	Sammamish Commons Rental Fees	16,634	15,000	-
001-000-362-50-00-00	Space and Facilities Leases LT	379,648	313,500	406,000
001-000-362-51-00-00	City Hall 2nd floor lease-KC Sheriff	256,332	228,400	285,000
001-000-362-51-00-00	City Hall 2nd floor utilities-KC Sheriff	-	35,800	-
001-000-362-52-00-00	Parking lot lease	34,444	-	-
001-000-367-11-00-01	Donations	9,091	-	-
001-000-367-11-01-00	Fireworks Donation	-	50,000	-
001-000-367-11-01-01	Donations-Park Events	71,148	40,000	60,000
001-000-367-19-00-00	Contributions Fire District 10	178,880	178,880	178,880
001-000-369-30-01-00	Confiscated/Forfeited Property	3,265	-	-
001-000-369-40-00-00	Judgements & Settlements	62	-	-
001-000-369-90-00-00	Miscellaneous	36,659	2,000	2,000
001-000-369-90-00-03	Over/Short	10	-	-
TOTAL MISCELLANEOUS		\$ 1,329,840	\$ 1,126,580	\$ 1,479,880
001-000-397-00-03-01	Transfer from GG CIP-Jail Proceeds	\$ 50,000	\$ 153,372	\$ -
TOTAL NON-REVENUES		\$ 50,000	\$ 153,372	\$ -
TOTAL REVENUES		\$ 78,244,726	\$ 83,721,952	\$ 87,929,243
TOTAL FUND		\$ 100,439,024	\$ 103,455,783	\$ 104,689,033

(1) Reimbursement from the Surface Water Management Fund for facilities maintenance expenditures paid by the General Fund.

(2) Revenue to offset the estimated annual cost of Animal Control services provided by King County.

(3) Revenue to offset the estimated annual cost of Court services provided by King County.

City of Sammamish
Summary of General Fund Expenditures by Department
Budget to Expenditure Comparison
2019/2020 Budget Process

Department	Section	2015-2016 Actuals	2017-2018 Budget	2019-2020 Budget
City Council		\$ 578,229	\$ 980,900	\$ 794,600
City Manager	Administration	\$ 1,320,340	\$ 1,336,900	\$ 1,380,300
	Communication	-	-	639,950
	Total	\$ 1,320,340	\$ 1,336,900	\$ 2,020,250
Finance		\$ 1,889,801	\$ 2,105,850	\$ 2,522,490
Legal Services		\$ 2,567,876	\$ 3,389,640	\$ 3,542,850
Administrative Services	City Clerk	\$ 587,006	\$ 842,550	\$ 1,969,250
	Administration	933,932	1,210,250	818,400
	Human Resources	-	128,600	646,200
	Total	\$ 1,520,938	\$ 2,181,400	\$ 3,433,850
Facilities		\$ 1,582,266	\$ 2,519,250	\$ 3,266,080
Police Services		\$ 12,064,731	\$ 14,564,540	\$ 15,258,440
Fire Services		\$ 13,346,703	\$ 15,522,511	\$ 16,462,500
Emergency Management		\$ -	\$ 545,600	\$ 449,000
Public Works	Administration	\$ 336,666	\$ 551,500	\$ 598,760
	Engineering	1,952,452	2,618,200	2,588,500
	Total	\$ 2,289,118	\$ 3,169,700	\$ 3,187,260
Social & Human Services		\$ 397,958	\$ 962,800	\$ 1,021,090
Community Development	Planning	\$ 2,857,534	\$ 4,170,900	\$ 4,393,540
	Economic Development	-	-	351,200
	Building	1,969,907	2,945,700	3,260,580
	Permit Center	1,063,415	1,214,650	1,415,540
	Total	\$ 5,890,856	\$ 8,331,250	\$ 9,420,860
Parks & Recreation	Arts/Culture/Wellness	\$ 129,150	\$ 218,100	\$ 256,900
	Volunteer Services	229,432	343,490	409,460
	Administration	913,748	959,400	985,200
	Planning & Dev'l	871,221	1,576,320	1,189,140
	Recreation Prgms	1,105,495	1,214,480	1,467,960
	Park Resource Mgt	4,321,002	5,663,600	5,826,105
	Total	\$ 7,570,048	\$ 9,975,390	\$ 10,134,765
Non-Departmental	Voter Registration	\$ 269,520	\$ 340,000	\$ -
	Economic Development	-	300,200	-
	Other Gen Gov't Svcs	4,078,617	10,549,468	13,022,732
	Pollution Control	91,044	114,600	127,000
	Public Health	26,258	32,000	34,000
	Operating Trnfs Out	25,220,900	16,797,000	11,810,000
	Total	\$ 29,686,339	\$ 28,133,268	\$ 24,993,732
TOTAL GENERAL FUND EXPENDITURES		\$ 80,705,203	\$ 93,718,999	\$ 96,507,767
Ending Fund Balance		\$ 19,733,821	\$ 9,736,784	\$ 8,181,266
GRAND TOTAL GENERAL FUND		\$ 100,439,024	\$ 103,455,783	\$ 104,689,033

City of Sammamish
General Fund

City Council Department Expenditures

2019/2020 Budget Process

Account Number	Description	2015-2016 Actuals	2017-2018 Budget	2019-2020 Budget
001-011-511-60-11-00	Salaries	\$ 145,200	\$ 145,200	\$ 179,800
001-011-511-60-21-00	Benefits	37,944	115,300	35,400
	TOTAL PERSONNEL	\$ 183,144	\$ 260,500	\$ 215,200
001-011-511-60-31-00	Office & Operating Supplies	\$ 3,349	\$ 5,000	\$ 5,000
001-011-511-60-31-01	Meeting Expense	22,059	4,000	4,000
001-011-511-60-31-05	Meeting Meal Expense (1)	11,981	9,000	9,000
001-011-511-60-35-00	Small Tools & Minor Equipment	2,753	-	-
	TOTAL SUPPLIES	\$ 40,142	\$ 18,000	\$ 18,000
001-011-511-60-41-00	Professional Services (2)	\$ 71,827	\$ 83,000	\$ 70,000
001-011-511-60-41-01	Prof Svcs-City Manager Recruitment	-	-	75,000
001-011-511-60-41-03	Kokanee Work Group	-	-	66,000
001-011-511-60-41-05	Newsletter	101,755	170,000	-
001-011-511-60-41-06	Social Media	14,439	82,600	-
001-011-511-60-41-07	Communications	-	200,000	-
001-011-511-60-41-08	Lobbyist Services	-	-	136,000
001-011-511-60-42-00	Communications	17,689	-	9,600
001-011-511-60-42-01	Postage	102,000	103,000	-
001-011-511-60-43-00	Travel (3)	18,659	38,000	40,000
001-011-511-60-44-00	Advertising	173	-	-
001-011-511-60-45-00	Rent for Public Mtg Space	366	-	-
001-011-511-60-49-00	Miscellaneous	400	-	-
001-011-511-60-49-01	Memberships (4)	3,407	2,800	2,800
001-011-511-60-49-03	Training-Seminars/Conference (5)	9,228	8,000	8,000
001-011-511-60-49-06	Sound Cities Association	-	-	83,000
001-011-511-60-49-09	Puget Sound Regional Council	-	-	63,000
001-011-511-60-49-12	Special Celebrations	15,000	15,000	-
001-011-511-60-49-15	National League of Cities	-	-	8,000
	TOTAL SERVICES & CHARGES	\$ 354,943	\$ 702,400	\$ 561,400
	TOTAL DEPARTMENT	\$ 578,229	\$ 980,900	\$ 794,600

(1) Light refreshments at Council mtgs: \$100/mo x 11. Dinners @ \$850 each (Issq CC, Redmd CC, ISD/LWSD boards)

(2) Retreat moderator \$5,000, audio/video Council & Planning Commission meetings \$30,000/yr.

(3) \$10,000 for NLC, AWC, AWC Legislative, local travel and \$10,000 for retreat.

(4) Rotary - \$1,200; Eastside Transportation Partnership - \$200.

(5) AWC conferences, NLC conferences, local trainings.

City of Sammamish
General Fund
City Manager's Department Expenditures
2019/2020 Budget Process

Account Number	Description	2015-2016 Actuals	2017-2018 Budget	2019-2020 Budget
Administration				
001-013-513-10-11-00	Salaries	\$ 934,039	\$ 918,300	\$ 948,300
001-013-513-10-21-00	Benefits	340,176	362,000	361,400
TOTAL PERSONNEL		\$ 1,274,215	\$ 1,280,300	\$ 1,309,700
001-013-513-10-31-00	Office & Operating Supplies	\$ 7,843	\$ 10,000	\$ 10,000
001-013-513-10-31-01	Meeting Expense	300	-	-
001-013-513-10-31-02	Books	714	1,000	1,000
001-013-513-10-31-05	Meeting Meal Expense (1)	5,620	6,600	6,600
001-013-513-10-35-00	Small Tools & Minor Equipment	889	5,000	5,000
TOTAL SUPPLIES		\$ 15,366	\$ 22,600	\$ 22,600
001-013-513-10-41-00	Professional Services	\$ 14,346	\$ -	\$ -
001-013-513-10-41-04	Copying	1,485	2,000	2,000
001-013-513-10-42-00	Communications	1,870	4,000	13,000
001-013-513-10-42-02	Postage	17	1,000	1,000
001-013-513-10-43-00	Travel	4,301	14,000	16,000
001-013-513-10-49-01	Memberships (2)	6,446	7,400	8,400
001-013-513-10-49-03	Training (3)	2,294	5,600	7,600
TOTAL SERVICES & CHARGES		\$ 30,759	\$ 34,000	\$ 48,000
TOTAL ADMINISTRATION		\$ 1,320,340	\$ 1,336,900	\$ 1,380,300
Communications				
001-013-557-20-11-00	Salaries	\$ -	\$ -	\$ 214,900
001-013-557-20-21-00	Benefits	-	-	97,300
TOTAL PERSONNEL		\$ -	\$ -	\$ 312,200
001-013-557-20-31-00	Office & Operating Supplies	\$ -	\$ -	\$ 13,900
001-013-557-20-31-05	Meeting Meal Expense (4)	-	-	2,800
TOTAL SUPPLIES		\$ -	\$ -	\$ 16,700
001-013-557-20-41-00	Professional Services (5)	\$ -	\$ -	\$ 106,350
001-013-557-20-41-01	Newsletter Printing	-	-	81,000
001-013-557-20-42-00	Communications	-	-	2,800
001-013-557-20-42-01	Newsletter Postage	-	-	104,500
001-013-557-20-43-00	Travel	-	-	8,000
001-013-557-20-44-02	Social Media Advertising	-	-	2,400
001-013-557-20-49-01	Memberships	-	-	2,000
001-013-557-20-49-03	Training (6)	-	-	4,000
TOTAL SERVICES & CHARGES		\$ -	\$ -	\$ 311,050
TOTAL COMMUNICATIONS		\$ -	\$ -	\$ 639,950
TOTAL DEPARTMENT		\$ 1,320,340	\$ 1,336,900	\$ 2,020,250

- (1) Mayor/Deputy Mayor agenda mtg for 5 to 8 attendees - \$100 (33 per year).
(2) International County/City Managers Association (ICMA), WA City/County Managers
(3) ICMA conference, AWC conference, National League of Cities conference, Chamber lunches, computer system training, miscellaneous legislative/financial.
(4) Quarterly PIO meetings, outreach events.
(5) Newsletter graphic design, \$15,000 citizen survey in 2020.
(6) GSMCON, 3CMA conference, PIO trainings.

City of Sammamish
General Fund

Finance Department Expenditures

2019/2020 Budget Process

Account Number	Description	2015-2016 Actuals	2017-2018 Budget	2019-2020 Budget
001-014-514-20-11-00	Salaries	\$ 1,226,042	\$ 1,308,500	\$ 1,562,800
001-014-514-20-21-00	Benefits	442,624	502,150	641,100
	TOTAL PERSONNEL	\$ 1,668,666	\$ 1,810,650	\$ 2,203,900
001-014-514-20-31-00	Office & Operating Supplies	\$ 3,536	\$ 7,000	\$ 12,450
001-014-514-20-31-01	Meeting Expense	137	-	-
001-014-514-20-31-02	Books	1,290	1,500	1,500
001-014-514-20-32-00	Fuel	-	600	600
001-014-514-20-35-00	Small Tools & Minor Equipment	2,243	2,000	-
	TOTAL SUPPLIES	\$ 7,206	\$ 11,100	\$ 14,550
001-014-514-20-41-00	Professional Services (1)	\$ 33,940	\$ 50,000	\$ 40,000
001-014-514-20-41-04	Copying (2)	12,165	12,000	14,000
001-014-514-20-42-00	Communications	50	-	3,240
001-014-514-20-43-00	Travel Meals & Lodging	2,191	11,000	11,000
001-014-514-20-48-00	Software Maintenance (3)	72,880	80,000	92,500
001-014-514-20-49-00	Miscellaneous (4)	2,868	1,700	2,900
001-014-514-20-49-01	Memberships (5)	2,865	9,400	9,400
001-014-514-20-49-03	Training (6)	3,604	10,000	11,000
	TOTAL SERVICES & CHARGES	\$ 130,563	\$ 174,100	\$ 184,040
001-014-514-20-51-00	State Auditor - Intergov't Svc (7)	\$ 83,366	\$ 110,000	\$ 120,000
	TOTAL INTERGOVERNMENTAL	\$ 83,366	\$ 110,000	\$ 120,000
	TOTAL DEPARTMENT	\$ 1,889,801	\$ 2,105,850	\$ 2,522,490

(1) Flex Plan Administrators, US Bank, Microflex, Wells Fargo Bank, miscellaneous finance.

(2) Printing budget document and Comprehensive Annual Financial Report.

(3) Springbrook & Sympro (financial and investment software) maintenance/licenses.

(4) Includes application fees to GFOA for annual financial reporting (CAFR) and biennial Distinguished Budget Award programs.

(5) American Institute of Certified Public Accountants (AICPA), Government Finance Officers Association (GFOA), National Institute for Government Purchasing (NIGP), Puget Sound Finance Officers Association (PSFOA), Springbrook National Users Group, WA Finance Officers Association (WFOA), WA State Purchasing Co-op, Pacific Northwest Public Purchasing Association, International City Manager's Association (ICMA).

(6) GFOA Conference (2), WFOA Conference (3), other courses.

(7) Fees paid to State Auditor to audit city annual financial statements. Potential for federal single audit.

City of Sammamish
General Fund

Legal Services and Public Safety Expenditures

2019/2020 Budget Process

Account Number	Description	2015-2016 Actuals	2017-2018 Budget	2019-2020 Budget
001-015-515-91-41-92	Public Defender	\$ 161,360	\$ 199,500	\$ 246,850
001-015-515-30-41-04	Copying	-	1,000	-
001-015-515-41-41-04	Copying	-	1,000	2,000
001-015-515-30-41-90	City Attorney-Base	378,159	223,800	-
001-015-515-41-41-90	City Attorney-Base	-	232,440	476,000
001-015-515-30-41-91	Prosecuting Attorney (1)	274,421	149,700	-
001-015-515-41-41-91	Prosecuting Attorney (1)	-	152,400	312,200
001-015-515-30-41-93	City Attorney- Litigation (2)	1,019,279	835,200	-
001-015-515-45-41-93	City Attorney- Litigation (2)	-	835,200	1,711,000
001-015-515-30-41-94	Domestic Violence Advocate	7,231	15,300	16,000
001-015-558-60-41-00	Hearing Examiner	94,289	130,300	134,800
TOTAL SERVICES & CHARGES		\$ 1,934,739	\$ 2,775,840	\$ 2,898,850
001-015-512-50-51-00	Municipal Court Costs (3)	\$ 633,137	\$ 613,800	\$ 644,000
TOTAL INTERGOVERNMENTAL		\$ 633,137	\$ 613,800	\$ 644,000
TOTAL DEPARTMENT		\$ 2,567,876	\$ 3,389,640	\$ 3,542,850

(1) Contract for representation of City in lawsuits & contested administrative proceedings commenced by or against the City.

(2) Increase in 2019 based on forecast of actual 2018 costs. Some costs may be offset by settlement funds.

(3) Offset by estimated revenues.

City of Sammamish
General Fund

Administrative Services Department Expenditures
2019/2020 Budget Process

Account Number	Description	2015-2016 Actuals	2017-2018 Budget	2019-2020 Budget
City Clerk				
001-018-514-30-11-00	Salaries	\$ 322,061	\$ 471,800	\$ 848,850
001-018-514-30-12-00	Overtime	1,316	-	-
001-018-514-30-21-00	Benefits	137,100	212,750	403,900
TOTAL PERSONNEL		\$ 460,477	\$ 684,550	\$ 1,252,750
001-018-514-30-31-00	Office & Operating Supplies	\$ 5,256	\$ 6,000	\$ 11,900
001-018-514-30-35-00	Small Tools & Minor Equipment	948	-	-
TOTAL SUPPLIES		\$ 6,204	\$ 6,000	\$ 11,900
001-018-514-30-41-00	Professional Services (1)	\$ 30,912	\$ 42,000	\$ 156,000
001-018-514-30-41-04	Copying	1,296	2,000	2,000
001-018-514-30-42-00	Communication	-	2,000	2,000
001-018-514-30-43-00	Travel	432	2,000	2,000
001-018-514-30-44-00	Advertising (2)	86,303	100,000	100,000
001-018-514-30-49-01	Memberships (3)	840	2,000	3,000
001-018-514-30-49-03	Training	542	2,000	4,600
TOTAL SERVICES & CHARGES		\$ 120,325	\$ 152,000	\$ 269,600
001-018-511-70-41-00	Election Costs	\$ -	\$ -	\$ 110,000
001-018-511-80-41-00	Voter Registration Costs	-	-	325,000
TOTAL INTERGOVERNMENTAL		\$ -	\$ -	\$ 435,000
TOTAL CITY CLERK SVCS		\$ 587,006	\$ 842,550	\$ 1,969,250
Human Resources				
001-018-516-20-11-00	Salaries	\$ -	\$ 97,800	\$ 321,700
001-018-516-20-21-00	Benefits	-	30,800	110,000
001-018-516-20-21-11	Tuition Reimbursement	-	-	50,000
TOTAL PERSONNEL		\$ -	\$ 128,600	\$ 481,700
001-018-516-20-31-00	Office & Operating Supplies	\$ -	\$ -	\$ 8,000
001-018-516-20-31-01	Meeting Expense	-	-	1,000
001-018-516-20-31-02	Books & Publications	-	-	1,000
TOTAL SUPPLIES		\$ -	\$ -	\$ 10,000
001-018-516-20-41-00	Professional Services (4)	\$ -	\$ -	\$ 46,000
001-018-516-20-42-00	Communication	-	-	3,000
001-018-516-20-43-00	Travel	-	-	2,000
001-018-516-20-44-00	Advertising	-	-	5,000
001-018-516-20-49-01	Memberships (3)	-	-	1,000
001-018-516-20-49-03	Training	-	-	4,000
001-018-516-20-49-07	AWC Membership	-	-	93,500
TOTAL SERVICES & CHARGES		\$ -	\$ -	\$ 154,500
TOTAL HUMAN RESOURCES		\$ -	\$ 128,600	\$ 646,200

Account Number	Description	2015-2016 Actuals	2017-2018 Budget	2019-2020 Budget
Administrative				
001-018-518-10-11-00	Salaries	\$ 421,626	\$ 475,900	\$ 302,900
001-018-518-10-21-11	Tuition Reimbursement	4,583	50,000	-
001-018-518-10-21-00	Benefits	144,133	186,650	126,300
	TOTAL PERSONNEL	\$ 570,342	\$ 712,550	\$ 429,200
001-018-518-10-31-00	Supplies	\$ 1,866	\$ 10,000	\$ 10,400
001-018-518-10-31-01	Meeting Expense	15	1,000	1,000
001-018-518-10-31-02	Maps and publications	-	1,000	1,000
001-018-518-10-35-00	Small Tools & Minor Equipment	433	2,000	-
	TOTAL SUPPLIES	\$ 2,314	\$ 14,000	\$ 12,400
001-018-518-10-41-00	Professional Services	\$ 74,837	\$ 143,000	\$ -
001-018-518-10-42-00	Communications	-	3,000	3,000
001-018-518-10-43-00	Travel	1,783	3,000	3,000
001-018-518-10-44-00	Advertising	16	1,000	1,000
001-018-518-10-48-00	Software Maintenance (5)	-	19,500	37,000
001-018-518-10-49-00	Miscellaneous	106	-	-
001-018-518-10-49-01	Memberships (3)	651	1,400	2,800
001-018-518-10-49-03	Training	875	4,000	8,000
001-018-554-30-41-00	Prof Svcs: Animal Control (6)	283,008	308,800	322,000
	TOTAL SERVICES & CHARGES	\$ 361,276	\$ 483,700	\$ 376,800
	TOTAL ADMINISTRATIVE SVCS	\$ 933,932	\$ 1,210,250	\$ 818,400
	TOTAL DEPARTMENT	\$ 1,520,938	\$ 2,181,400	\$ 3,433,850

(1) Municipal Code updates and records storage. \$100,000 records management project consultant.

(2) State mandated public notices for meetings, hearings, ordinances, etc.

(3) International Institute of Municipal Clerks, WA Municipal Clerks Association, King County Municipal Clerks Association, WA City/County Managers Association; National Public Employers Labor Relations Association.

(4) Coaching for employees @ \$350/hour, large group trainings @ \$1,000/hour, background checks @ up to \$50/employee.

(5) Annual maintenance-Electronic Council packet software.

(6) KC contract for animal control services. Contract amount is offset by pet licensing revenue.

City of Sammamish
General Fund
Facilities Department Expenditures
2019/2020 Budget Process

Account Number	Description	2015-2016 Actuals	2017-2018 Budget	2019-2020 Budget
Facilities Section				
001-019-518-30-11-00	Salaries	\$ 268,291	\$ 455,200	\$ 630,400
001-019-518-30-12-00	Overtime	-	-	-
001-019-518-30-13-01	Salaries 4 & 9 month	38,382	26,600	-
001-019-518-30-21-00	Benefits	101,858	212,500	312,600
001-019-518-30-21-00	Benefits 9 month	-	27,500	-
	TOTAL PERSONNEL	\$ 408,531	\$ 721,800	\$ 943,000
001-019-518-30-31-00	Office & Operating Supplies	\$ 53,797	\$ 77,000	\$ 109,000
001-019-518-30-31-04	Safety Clothing	-	-	5,500
001-019-518-30-31-05	Snow & Ice	-	-	12,000
001-019-518-30-31-06	Signs & Markings	-	-	3,000
001-019-518-30-32-00	Fuel	5,966	2,440	90,530
001-019-518-30-35-00	Small Tools/Minor Equip	37,766	20,000	70,000
	TOTAL SUPPLIES	\$ 97,529	\$ 99,440	\$ 290,030
001-019-518-30-41-00	Professional Services (1)	\$ 274,169	\$ 462,270	\$ 927,450
001-019-518-30-41-01	Professional Services-Analysis	-	25,000	-
001-019-518-30-42-00	Communications	75,831	114,000	145,750
001-019-518-30-43-00	Travel	-	1,000	2,500
001-019-518-30-45-00	Rentals & Leases	13,921	14,000	20,000
001-019-518-30-47-00	Utilities	457,102	412,200	424,900
001-019-518-30-48-00	Repair & Maintenance	237,706	369,540	463,050
001-019-518-30-48-01	Capital Facility Repair & Mntnce	-	263,000	-
001-019-518-30-49-03	Training	495	2,000	11,400
	TOTAL SERVICES & CHARGES	\$ 1,059,224	\$ 1,663,010	\$ 1,995,050
001-019-594-19-64-00	Machinery & Equipment (2)	\$ -	\$ 35,000	\$ 38,000
	TOTAL CAPITAL	\$ -	\$ 35,000	\$ 38,000
	TOTAL FACILITIES	\$ 1,565,284	\$ 2,519,250	\$ 3,266,080
Capital Facilities Maintenance Section				
001-019-518-30-48-01	Repair & Maintenance	\$ 16,982	\$ -	\$ -
	TOTAL CAPITAL MAINTENANCE	\$ 16,982	\$ -	\$ -
	TOTAL CAPITAL FACILITIES	\$ 16,982	\$ -	\$ -
	TOTAL DEPARTMENT	\$ 1,582,266	\$ 2,519,250	\$ 3,266,080

(1) Custodial, fire system inspections, security monitoring, pressure washing.

(2) Vehicle for new Maintenance Worker I.

City of Sammamish
General Fund

Police Services Department Expenditures

2019/2020 Budget Process

Account Number	Description	2015-2016 Actuals	2017-2018 Budget	2019-2020 Budget
001-021-521-10-11-00	Salaries	\$ 141,484	\$ 133,100	\$ 150,700
001-021-521-10-12-00	Overtime	1,912	-	-
001-021-521-10-21-00	Benefits	38,842	60,600	53,900
	TOTAL PERSONNEL	\$ 182,238	\$ 193,700	\$ 204,600
001-021-521-10-31-00	Office & Operating Supplies	\$ 3,735	\$ 6,400	\$ 6,400
001-021-521-10-31-01	Supplies-Reserve Officer Program	983	60,000	60,000
001-021-521-10-31-02	Citizens Academy	-	-	20,000
001-021-521-10-31-04	Clothing Allowance	-	-	-
001-021-521-10-31-05	Meeting Meal Expense	685	500	500
001-021-521-10-32-00	Fuel	2,288	2,000	2,000
001-021-521-10-35-00	Small Tools & Minor Equipment	37,717	10,000	10,000
	TOTAL SUPPLIES	\$ 45,408	\$ 78,900	\$ 98,900
001-021-521-10-41-00	Professional Services (1)	\$ 15,226	\$ 116,000	\$ 16,000
001-021-521-10-42-00	Communications	564	-	-
001-021-521-10-43-00	Travel	3,653	15,000	15,000
001-021-521-10-48-00	Repair & Maintenance	1,378	4,000	4,000
001-021-521-10-49-01	Memberships (2)	1,490	1,940	1,940
001-021-521-20-49-03	Training	11,642	18,000	18,000
	TOTAL SERVICES & CHARGES	\$ 33,953	\$ 154,940	\$ 54,940
001-021-521-20-51-01	Police Service Contract	\$ 11,495,889	\$ 13,800,000	\$ 14,550,000
001-021-523-60-51-01	Jail Contract	301,633	337,000	350,000
	TOTAL INTERGOVERNMENTAL	\$ 11,797,522	\$ 14,137,000	\$ 14,900,000
001-021-594-21-64-00	Machinery & Equipment	\$ 5,610	\$ -	\$ -
	TOTAL CAPITAL	\$ 5,610	\$ -	\$ -
	TOTAL DEPARTMENT	\$ 12,064,731	\$ 14,564,540	\$ 15,258,440

(1) Towing, background checks, equipment calibration.

(2) International Association of Chiefs of Police, WA Association of Sheriffs and Police Chiefs.

City of Sammamish
General Fund

Fire Services Department Expenditures
2019/2020 Budget Process

Account Number	Description	2015-2016 Actuals	2017-2018 Budget	2019-2020 Budget
001-022-522-50-47-00	Utilities (1)	\$ 9,602	\$ 12,000	\$ 13,400
001-022-522-20-51-00	Eastside Fire & Rescue (2)	13,337,101	15,435,511	16,449,100
001-022-522-20-41-01	Professional Services	-	75,000	-
TOTAL SERVICES & CHARGES		\$ 13,346,703	\$ 15,522,511	\$ 16,462,500
TOTAL DEPARTMENT		\$ 13,346,703	\$ 15,522,511	\$ 16,462,500

(1) Surface Water fees on 3 City owned fire stations.

(2) Includes equipment replacement and maintenance reserve contributions.

City of Sammamish
General Fund

Emergency Management Department Expenditures

2019/2020 Budget Process

Account Number	Description	2015-2016 Actuals	2017-2018 Budget	2019-2020 Budget
001-025-525-60-11-00	Salaries	\$ -	\$ 198,700	\$ 223,700
001-025-525-60-21-00	Benefits	-	96,300	106,300
	TOTAL PERSONNEL	\$ -	\$ 295,000	\$ 330,000
001-025-525-60-31-00	Office & Operating Supplies	\$ -	\$ 13,000	\$ 13,000
001-025-525-60-35-00	Small Tools & Minor Equipment	-	11,600	10,000
	SUPPLIES	\$ -	\$ 24,600	\$ 23,000
001-025-525-60-41-00	Professional Services (1)	\$ -	\$ 200,000	\$ 70,000
001-025-525-60-43-00	Travel	-	1,000	1,000
001-025-525-60-48-00	Repair & Maintenance	-	4,000	4,000
001-025-525-60-49-01	Memberships (2)	-	1,000	1,000
001-025-525-60-49-03	Training-Seminars/Conferences	-	20,000	20,000
	TOTAL SERVICES & CHARGES	\$ -	\$ 226,000	\$ 96,000
	TOTAL DEPARTMENT	\$ -	\$ 545,600	\$ 449,000

- (1) Supplemental services contract \$25,000/year. Sammamish Citizens Corp. \$10,000/year.
(2) Emergency Manager professional memberships

City of Sammamish
General Fund

Public Works Department Expenditures
2019/2020 Budget Process

Account Number	Description	2015-2016 Actuals	2017-2018 Budget	2019-2020 Budget
Administration Section				
001-040-543-10-11-00	Salaries	\$ 203,191	\$ 379,700	\$ 413,200
001-040-543-10-12-00	Overtime	-	-	4,000
001-040-543-10-21-00	Benefits	61,615	160,200	164,700
	TOTAL PERSONNEL	\$ 264,806	\$ 539,900	\$ 581,900
001-040-543-10-31-00	Office & Operating Supplies	\$ 1,880	\$ 2,400	\$ 2,950
001-040-543-10-31-01	Meetings	-	-	1,000
001-040-543-10-31-05	Meeting Meals Expense	541	800	-
001-040-543-10-32-00	Fuel	690	-	710
001-040-543-10-34-00	Maps and publications	-	400	400
001-040-543-10-35-00	Small Tools & Minor Equipment	426	2,300	600
	TOTAL SUPPLIES	\$ 3,537	\$ 5,900	\$ 5,660
001-040-543-10-41-00	Professional Services	\$ 65,113	\$ -	\$ -
001-040-543-10-42-00	Communications	-	-	1,340
001-040-543-10-43-00	Travel	1,615	500	1,200
001-040-543-10-49-01	Memberships (1)	170	3,500	4,080
001-040-543-10-49-03	Training	1,425	1,700	4,580
	TOTAL SERVICES & CHARGES	\$ 68,323	\$ 5,700	\$ 11,200
	TOTAL ADMINISTRATION	\$ 336,666	\$ 551,500	\$ 598,760
Engineering Section				
001-040-542-10-11-00	Salaries	\$ 947,459	\$ 1,397,600	\$ 1,460,000
001-040-542-10-11-00	Salaries/Benefits-Interns	-	48,000	22,300
001-040-542-10-12-00	Overtime	1,204	-	-
001-040-542-10-21-00	Benefits	394,292	633,500	644,500
	TOTAL PERSONNEL	\$ 1,342,955	\$ 2,079,100	\$ 2,126,800
001-040-542-10-31-00	Office & Operating Supplies	\$ 12,068	\$ 5,000	\$ 5,550
001-040-542-10-31-01	Meeting Expense	228	-	600
001-040-542-10-31-04	Safety Clothing	1,114	800	1,030
001-040-542-10-32-00	Fuel	5,078	5,000	6,220
001-040-542-10-34-00	Maps and publications	152	400	400
001-040-542-10-35-00	Small Tools & Minor Equipment	9,953	8,800	6,500
	TOTAL SUPPLIES	\$ 28,593	\$ 20,000	\$ 20,300
001-040-542-10-41-00	Professional Services (2)	\$ 23,529	\$ 160,000	\$ 148,500
001-040-542-10-41-02	Engineering Services (3)	429,589	250,000	263,000
001-040-542-10-41-04	Copying	1,422	-	-
001-040-542-10-42-00	Communications	10,793	10,800	16,000
001-040-542-10-42-02	Postage	-	-	-
001-040-542-10-43-00	Travel	2,091	2,000	3,650
001-040-542-10-48-00	Repair & Maintenance	317	800	910
001-040-542-10-49-01	Memberships (1)	1,850	2,300	3,140
001-040-542-10-49-03	Training	13,928	2,900	6,200
	TOTAL SERVICES & CHARGES	\$ 483,519	\$ 428,800	\$ 441,400

Account Number	Description	2015-2016 Actuals	2017-2018 Budget	2019-2020 Budget
001-040-533-10-51-00	Intergovernmental-BLMD (4)	\$ 71,961	\$ 64,300	\$ -
	TOTAL INTERGOVERNMENTAL	\$ 71,961	\$ 64,300	\$ -
001-040-594-43-64-00	Machinery & Equipment	\$ 25,424	\$ 26,000	\$ -
	TOTAL CAPITAL	\$ 25,424	\$ 26,000	\$ -
	TOTAL ENGINEERING	\$ 1,952,452	\$ 2,618,200	\$ 2,588,500
	TOTAL DEPARTMENT	\$ 2,289,118	\$ 3,169,700	\$ 3,187,260

(1) Memberships include: Public Works Dept. ICMA dues, professional engineer license renewals, water certifications, American Public Works Association, Urban and Regional Information Systems Association. (Some memberships split 3 ways-Parks, Streets, SWM).

(2) GIS support, geotech assistance, surveying support, database management, project assistance.

(3) Engineering Services support development review activities recoverable through permit fees.

(4) Beaver Lake Management District-moved to Stormwater Operating Fund in 2018.

City of Sammamish
General Fund

Social & Human Services Department Expenditures
2019/2020 Budget Process

Account Number	Description	2015-2016 Actuals	2017-2018 Budget	2019-2020 Budget
Community Services Section				
001-050-557-20-11-00	Salaries	\$ -	\$ 107,600	\$ 113,100
001-050-557-20-21-00	Benefits	-	28,200	25,100
	TOTAL PERSONNEL	\$ -	\$ 135,800	\$ 138,200
001-050-557-20-31-00	Office & Operating Supplies	\$ -	\$ 3,000	\$ 4,500
	TOTAL SUPPLIES	\$ -	\$ 3,000	\$ 4,500
001-050-557-20-41-00	Professional Services (1)	\$ 397,958	\$ 586,000	\$ 657,890
001-050-557-20-43-00	Travel	-	1,000	1,000
001-050-557-20-44-00	Advertising	-	1,000	1,000
001-050-557-20-45-00	Operating Rentals & Leases	-	1,000	-
001-050-557-20-49-00	Miscellaneous	-	500	-
001-050-557-20-49-01	Memberships (2)	-	6,000	14,500
001-050-557-20-49-03	Training-Seminars/conferences	-	1,000	4,000
	TOTAL SERVICES & CHARGES	\$ 397,958	\$ 596,500	\$ 678,390
001-050-594-59-64-00	Machinery & Equipment	\$ -	\$ 27,500	\$ -
	TOTAL MACHINERY & EQUIP	\$ -	\$ 27,500	\$ -
	TOTAL COMMUNITY SERVICES	\$ 397,958	\$ 762,800	\$ 821,090
Housing Section				
001-050-559-20-41-00	Affordable Housing (3)	\$ -	\$ 200,000	200,000
	TOTAL SERVICES & CHARGES	\$ -	\$ 200,000	\$ 200,000
	TOTAL HOUSING	\$ -	\$ 200,000	\$ 200,000
	TOTAL DEPARTMENT	\$ 397,958	\$ 962,800	\$ 1,021,090

(1) Human services grants-\$325,445, Bellevue administrative fee-\$3,500.

(2) Eastside Human Services Forum membership.

(3) City contribution to the A Regional Coalition for Housing (ARCH) trust fund. Additional affordable housing contributions include an estimated \$83,000 per year reduction in impact fees for affordable housing units from 2017 through 2026.

City of Sammamish
General Fund

Community Development Department Expenditures
2019/2020 Budget Process

Account Number	Description	2015-2016 Actuals	2017-2018 Budget	2019-2020 Budget
Planning Section				
001-058-558-60-11-00	Salaries	\$ 1,894,864	\$ 2,246,800	\$ 2,470,100
001-058-558-60-12-00	Overtime	11,916	10,000	10,000
001-058-558-60-21-00	Benefits	719,200	918,100	1,060,300
	TOTAL PERSONNEL	\$ 2,625,980	\$ 3,174,900	\$ 3,540,400
001-058-558-60-31-00	Office & Operating Supplies	\$ 8,711	\$ 9,000	\$ 9,220
001-058-558-60-31-01	Meeting Expense	1,050	2,600	2,660
001-058-558-60-31-02	Books	802	200	200
001-058-558-60-32-00	Fuel	10	500	500
001-058-558-60-34-00	Maps and publications	-	1,000	1,000
001-058-558-60-35-00	Small Tools & Minor Equipment	14,263	13,500	21,000
	TOTAL SUPPLIES	\$ 24,836	\$ 26,800	\$ 34,580
001-058-558-60-41-00	Professional Services (1)	\$ 82,569	\$ 445,000	\$ 155,000
001-058-558-60-41-02	Prof Svcs-Contracted (2)	70,307	330,000	445,000
001-058-558-60-41-04	Copying	-	4,000	4,000
001-058-558-60-42-00	Communications	168	-	-
001-058-558-60-42-02	Postage	1,385	6,000	6,000
001-058-558-60-43-00	Travel	8,383	10,000	10,260
001-058-558-60-44-00	Advertising/Public Notices	195	1,000	1,020
001-058-558-60-48-00	Repair & Maintenance	317	-	-
001-058-558-60-49-01	Memberships (4)	8,310	11,200	11,480
001-058-558-60-49-03	Training	9,384	12,000	12,300
001-058-559-20-49-08	ARCH Membership	-	140,000	163,500
	TOTAL SERVICES & CHARGES	\$ 181,018	\$ 959,200	\$ 808,560
001-058-558-60-51-00	Intergovernmental Services	\$ -	\$ 10,000	\$ 10,000
	TOTAL INTERGOVERNMENTAL	\$ -	\$ 10,000	\$ 10,000
001-058-594-58-64-00	Capital	\$ 25,700	\$ -	\$ -
	TOTAL CAPITAL	\$ 25,700	\$ -	\$ -
	TOTAL PLANNING	\$ 2,857,534	\$ 4,170,900	\$ 4,393,540
Economic Development Section				
001-058-558-70-41-00	Prof Svcs-Town Center Consultant	\$ -	\$ -	\$ 150,000
001-058-558-70-41-02	Prof Svcs-Economic Dev Grant Funded	-	-	200,000
001-058-558-70-49-14	Samm. Chamber of Commerce	-	-	1,200
	TOTAL SERVICES & CHARGES	\$ -	\$ -	\$ 351,200
	TOTAL ECONOMIC DEVELOPMENT	\$ -	\$ -	\$ 351,200
Building Section				
001-058-524-20-11-00	Salaries	\$ 1,213,826	\$ 1,632,700	\$ 1,882,500
001-058-524-20-12-00	Overtime	16,673	20,000	20,000
001-058-524-20-21-00	Benefits	531,969	756,600	889,400
	TOTAL PERSONNEL	\$ 1,762,468	\$ 2,409,300	\$ 2,791,900
001-058-524-20-31-00	Office & Operating Supplies	\$ 5,435	\$ 7,500	\$ 9,500
001-058-524-20-31-01	Meeting Expense	166	400	400
001-058-524-20-31-02	Books	8,378	8,000	8,200

Account Number	Description	2015-2016 Actuals	2017-2018 Budget	2019-2020 Budget
001-058-524-20-31-04	Safety Clothing & Equipment	490	2,000	2,060
001-058-524-20-32-00	Fuel	3,035	8,000	8,200
001-058-524-20-35-00	Small Tools & Minor Equipment	3,247	7,500	6,000
	TOTAL SUPPLIES	\$ 20,751	\$ 33,400	\$ 34,360
001-058-524-20-41-02	Prof Svcs-Contracted (3)	\$ 156,945	\$ 400,000	\$ 360,000
001-058-524-20-41-04	Copying	-	2,000	2,000
001-058-524-20-42-00	Communications	11,275	15,000	15,760
001-058-524-20-43-00	Travel	5,087	8,000	8,200
001-058-524-20-45-00	Operating Rentals	1,918	9,000	-
001-058-524-20-48-00	Repair & Maintenance	412	-	-
001-058-524-20-49-01	Memberships (4)	1,755	2,000	2,000
001-058-524-20-49-03	Training	9,296	15,000	17,760
	TOTAL SERVICES & CHARGES	\$ 186,688	\$ 451,000	\$ 405,720
001-058-594-24-64-00	Capital (5)	\$ -	\$ 52,000	\$ 28,600
	TOTAL CAPITAL	\$ -	\$ 52,000	\$ 28,600
	TOTAL BUILDING	\$ 1,969,907	\$ 2,945,700	\$ 3,260,580
	Permit Center Section			
001-058-558-50-11-00	Salaries	\$ 578,739	\$ 762,900	\$ 825,400
001-058-558-50-12-00	Overtime	233	2,000	2,000
001-058-558-50-21-00	Benefits	262,276	381,400	415,700
	TOTAL PERSONNEL	\$ 841,248	\$ 1,146,300	\$ 1,243,100
001-058-558-50-31-00	Office & Operating Supplies	\$ 7,352	\$ 6,750	\$ 7,240
001-058-558-50-31-02	Books	664	2,000	2,000
001-058-558-50-35-00	Small Tools & Minor Equipment	1,350	4,500	3,000
	TOTAL SUPPLIES	\$ 9,366	\$ 13,250	\$ 12,240
001-058-558-50-41-00	Prof Svcs-Trakit System Upgrade	\$ -	\$ -	\$ 15,000
001-058-558-50-41-02	Prof Svcs-Contracted (3)	21,735	45,000	60,000
001-058-558-50-41-04	Copying	-	1,000	1,000
001-058-558-50-43-00	Travel	1,055	3,000	3,000
001-058-558-50-45-00	Operating Rentals	788	-	-
001-058-558-50-48-00	Repair & Maintenance	317	-	-
001-058-558-50-49-00	Miscellaneous	186,870	-	-
001-058-558-50-49-01	Memberships (4)	235	600	600
001-058-558-50-49-03	Training	1,801	5,500	5,600
	TOTAL SERVICES & CHARGES	\$ 212,801	\$ 55,100	\$ 85,200
001-058-594-58-64-01	Capital (5)	\$ -	\$ -	\$ 75,000
	TOTAL CAPITAL	\$ -	\$ -	\$ 75,000
	TOTAL PERMIT CENTER	\$ 1,063,415	\$ 1,214,650	\$ 1,415,540
	TOTAL DEPARTMENT	\$ 5,890,856	\$ 8,331,250	\$ 9,420,860

(1) \$80,000 - LEAN process improvement, \$25,000- in 2019 for grant-funded Shoreline Master Program update. \$25,000 per year-land use mediation services.

(2) Reimbursed Prof Services-development review \$200,000, environmental review \$180,000, arboriculture review \$60,000, historic preservation review \$5,000.

(3) Contract technical assistance - sign posting, public notice mailings.

(4) Memberships include: American and Washington Associations of Code Enforcement, American Planning Association, International Code Council, King County Cities Climate Change Coalition, Society of Wetland Scientists, WA Association of Building Officials, WA Association of Permit Technicians. ARCH membership moved from Non-departmental in 2017,

(5) Building Division-vehicle for new Sr. Inspector. Permit Section-Trakit System upgrade.

City of Sammamish
General Fund

Parks & Recreation Department Expenditures

2019/2020 Budget Process

Account Number	Description	2015-2016 Actuals	2017-2018 Budget	2019-2020 Budget
Arts Section				
001-076-573-20-31-00	Office & Operating Supplies	\$ 3,124	\$ 8,000	\$ 8,000
001-076-573-20-35-00	Small Tools & Minor Equipment	5,891	4,000	4,000
	TOTAL SUPPLIES	\$ 9,015	\$ 12,000	\$ 12,000
001-076-573-20-41-00	Professional Svs-Arts Commission	\$ 46,080	\$ 126,600	\$ 110,400
001-076-573-20-41-04	Copying-Arts Commission	809	600	600
001-076-573-20-42-02	Postage	-	200	200
001-076-573-20-44-00	Advertising	1,237	1,000	2,000
001-076-573-20-45-00	Operating Rentals & Leases	4,698	1,500	1,500
001-076-573-20-48-00	Repair & Maintenance	-	2,000	1,000
001-076-573-20-49-01	Memberships (7)	126	200	200
001-076-573-20-49-03	Training-Seminars/Conferences	-	500	500
	TOTAL SERVICES & CHARGES	\$ 52,950	\$ 132,600	\$ 116,400
	TOTAL ARTS	\$ 61,965	\$ 144,600	\$ 128,400
Culture Section				
001-076-576-80-31-03	Friends of Issaquah Salmon Hatchery	\$ -	\$ -	\$ 40,000
	TOTAL SUPPLIES	\$ -	\$ -	\$ 40,000
001-076-518-90-49-15	Friends of Lake Sammamish	\$ -	\$ -	\$ 20,000
001-076-573-20-41-01	Professional Svcs-Sam. Symphony	30,000	30,000	30,000
001-076-573-20-41-02	Prof. Svc - Master Chorus Eastside	2,000	2,000	2,000
001-076-573-90-41-01	Prof Services-Farmer's Market	20,000	20,000	20,000
001-076-573-90-41-02	Prof Svcs - Heritage Society	10,000	15,000	10,000
	TOTAL SERVICES & CHARGES	\$ 62,000	\$ 67,000	\$ 82,000
	TOTAL CULTURE	\$ 62,000	\$ 67,000	\$ 122,000
Wellness Section				
001-076-517-90-31-00	Supplies - Wellness Prog	\$ 2,966	\$ 2,500	\$ 2,500
001-076-517-90-35-00	Small Tools - Wellness Prog	-	1,000	1,000
	TOTAL SUPPLIES	\$ 2,966	\$ 3,500	\$ 3,500
001-076-517-90-41-00	Professional Svcs - Wellness	\$ 2,219	\$ 1,500	\$ 1,500
001-076-517-90-43-00	Travel - Wellness Prog	-	500	500
001-076-517-90-49-00	Miscellaneous - Wellness Prog	-	1,000	1,000
	TOTAL SERVICES & CHARGES	\$ 2,219	\$ 3,000	\$ 3,000
	TOTAL WELLNESS	\$ 5,185	\$ 6,500	\$ 6,500
Volunteer Services				
001-076-518-90-11-00	Salary	\$ 106,929	\$ 121,300	\$ 136,100
001-076-518-90-11-00	Salary-intern	-	37,440	40,120
001-076-518-90-21-08	Volunteer L&I	92	400	800
001-076-518-90-21-00	Benefits	36,752	41,850	47,600
	TOTAL PERSONNEL	\$ 143,773	\$ 200,990	\$ 224,620
001-076-518-90-31-00	Office & Operating Supplies (1)	\$ 65,760	\$ 120,000	\$ 114,000

Account Number	Description	2015-2016 Actuals	2017-2018 Budget	2019-2020 Budget
001-076-518-90-31-04	Safety Clothing	-	1,900	1,900
001-076-518-90-35-00	Small Tools & Minor Equipment	4,700	3,000	3,000
	TOTAL SUPPLIES	\$ 70,460	\$ 124,900	\$ 118,900
001-076-518-90-41-00	Professional Services (2)	\$ 7,526	\$ 10,000	\$ 54,000
001-076-518-90-42-00	Communication	-	-	1,440
001-076-518-90-43-00	Travel	2,243	1,000	2,000
001-076-518-90-44-00	Advertising	672	400	400
001-076-518-90-45-00	Operating Rentals	2,682	4,200	2,200
001-076-518-90-48-00	Software-Volunteer Tracking	-	-	3,000
001-076-518-90-49-01	Memberships (7)	83	400	300
001-076-518-90-49-03	Training	1,993	1,600	2,600
	TOTAL SERVICES & CHARGES	\$ 15,199	\$ 17,600	\$ 65,940
	TOTAL VOLUNTEER SERVICES	\$ 229,432	\$ 343,490	\$ 409,460
	Administration Section			
001-076-571-10-11-00	Salaries	\$ 619,798	\$ 652,000	\$ 710,300
001-076-571-10-21-00	Benefits	235,029	269,800	223,400
	TOTAL PERSONNEL	\$ 854,827	\$ 921,800	\$ 933,700
001-076-571-10-31-00	Office & Operating Supplies	\$ 8,625	\$ 8,000	\$ 8,000
001-076-571-10-32-00	Fuel	341	-	500
001-076-571-10-35-00	Small Tools & Minor Equipment	3,419	2,000	2,000
	TOTAL SUPPLIES	\$ 12,385	\$ 10,000	\$ 10,500
001-076-571-10-41-00	Professional Services	\$ 21,635	\$ 10,000	\$ 10,000
001-076-571-10-41-04	Copying	10,932	-	-
001-076-571-10-42-00	Communications	958	400	4,800
001-076-571-10-42-02	Postage	-	2,000	2,000
001-076-571-10-43-00	Travel	3,126	6,000	9,200
001-076-571-10-44-00	Advertising	2,169	-	-
001-076-571-10-49-00	Miscellaneous	800	-	-
001-076-571-10-49-01	Memberships (7)	4,723	4,200	7,500
001-076-571-10-49-03	Training	2,193	5,000	7,500
	TOTAL SERVICES & CHARGES	\$ 46,536	\$ 27,600	\$ 41,000
	TOTAL ADMINISTRATION	\$ 913,748	\$ 959,400	\$ 985,200
	Planning & Development			
001-076-576-95-11-00	Salaries	\$ 579,173	\$ 365,580	\$ 489,500
001-076-576-95-11-00	Project Employee Salaries	-	164,800	-
001-076-576-95-11-00	Intern	-	164,440	42,400
001-076-576-95-21-00	Benefits	204,571	177,400	256,200
001-076-576-95-21-00	Project Employee Benefits	-	56,000	-
001-076-576-95-21-00	Intern Benefits	-	25,000	-
	TOTAL PERSONNEL	\$ 783,744	\$ 953,220	\$ 788,100
001-076-576-95-31-00	Office & Operating Supplies	\$ 3,758	\$ 5,000	\$ 8,000
001-076-576-95-32-00	Fuel	73	-	500
001-076-576-95-35-00	Small Tools & Minor Equipment	1,070	3,000	3,000
	TOTAL SUPPLIES	\$ 4,901	\$ 8,000	\$ 11,500
001-076-576-95-41-00	Professional Services (3)	\$ 76,718	\$ 588,000	\$ 361,000
001-076-576-95-41-04	Copying	-	8,000	8,000

Account Number	Description	2015-2016 Actuals	2017-2018 Budget	2019-2020 Budget
001-076-576-95-42-00	Communications	-	-	1,440
001-076-576-95-43-00	Travel	385	4,000	3,800
001-076-576-95-48-00	Software Maintenance	951	6,000	4,800
001-076-576-95-49-01	Memberships (7)	2,802	4,600	3,000
001-076-576-95-49-03	Training	1,720	4,500	7,500
TOTAL SERVICES & CHARGES		\$ 82,576	\$ 615,100	\$ 389,540
TOTAL PLANNING & DEVELOPMENT		\$ 871,221	\$ 1,576,320	\$ 1,189,140
Recreation Programs Section				
001-076-571-18-11-00	Salaries	\$ 307,118	\$ 361,400	\$ 442,500
001-076-571-18-11-00	Intern	-	-	40,120
001-076-571-18-13-00	Part-Time (Lifeguards)	106,329	129,820	160,400
001-076-571-18-13-02	Part-Time (Facility Rental Staff)	51,483	56,840	60,000
001-076-571-18-13-03	Part-Time (Recreation)	12,442	13,720	17,000
001-076-571-18-21-00	Benefits	128,894	152,050	234,100
TOTAL PERSONNEL		\$ 606,266	\$ 713,830	\$ 954,120
001-076-571-18-31-00	Office & Operating Supplies	\$ 39,012	\$ 40,000	\$ 37,920
001-076-571-18-35-00	Small Tools & Minor Equipment	34,815	17,000	17,000
TOTAL SUPPLIES		\$ 73,827	\$ 57,000	\$ 54,920
001-076-571-18-41-00	Professional Services (4)	\$ 258,944	\$ 274,800	\$ 274,600
001-076-571-18-41-04	Copying	17,535	39,000	40,700
001-076-571-18-42-00	Communications	308	-	4,320
001-076-571-18-42-02	Postage	3,373	7,000	7,000
001-076-571-18-43-00	Travel	2,045	3,000	3,000
001-076-571-18-44-00	Advertising	35,807	29,000	29,000
001-076-571-18-45-00	Operating Rentals & Leases	95,457	67,050	76,100
001-076-571-18-48-00	Software Maintenance	294	10,000	10,000
001-076-571-18-49-00	Miscellaneous	48	-	-
001-076-571-18-49-01	Memberships (7)	1,154	2,600	2,000
001-076-571-18-49-03	Training - Seminars/Conference	4,194	9,200	10,200
TOTAL SERVICES & CHARGES		\$ 419,159	\$ 441,650	\$ 456,920
001-076-571-18-51-00	Intergovernmental Services	\$ 500	\$ 2,000	\$ 2,000
TOTAL INTERGOVERNMENTAL		\$ 500	\$ 2,000	\$ 2,000
001-076-594-71-64-18	Machinery & Equipment	\$ 5,743	\$ -	\$ -
TOTAL CAPITAL		\$ 5,743	\$ -	\$ -
TOTAL RECREATION PROGRAMS		\$ 1,105,495	\$ 1,214,480	\$ 1,467,960
Park Resource Management				
001-076-576-80-11-00	Salaries	\$ 998,546	\$ 1,719,300	\$ 1,945,500
001-076-576-80-12-00	Overtime	52,609	65,000	70,000
001-076-576-80-13-00	Part-Time (Summer Help)	149,675	156,000	152,000
001-076-576-80-13-01	Part-Time (9 month)	427,550	14,500	-
001-076-576-80-14-00	Standby Pay	-	9,000	9,000
001-076-576-80-21-00	Benefits	703,659	1,034,150	1,133,000
001-076-576-80-21-00	Benefits (Seasonals)	-	34,750	22,800
TOTAL PERSONNEL		\$ 2,332,039	\$ 3,032,700	\$ 3,332,300
001-076-576-80-31-00	Office & Operating Supplies (5)	\$ 334,482	\$ 409,000	\$ 363,500
001-076-576-80-31-01	Meeting Expense	118	-	-

Account Number	Description	2015-2016 Actuals	2017-2018 Budget	2019-2020 Budget
001-076-576-80-31-04	Safety Clothing & Equipment	13,402	26,200	27,200
001-076-576-80-31-06	Signs & Markers	-	-	12,000
001-076-576-80-32-00	Fuel	44,461	79,200	74,000
001-076-576-80-35-00	Small Tools & Equipment	146,410	129,800	108,500
	TOTAL SUPPLIES	\$ 538,873	\$ 644,200	\$ 585,200
001-076-576-80-41-00	Professional Services (6)	\$ 654,648	\$ 1,078,050	\$ 1,119,120
001-076-576-80-42-00	Communications	19,660	36,600	31,600
001-076-576-80-43-00	Travel	720	2,000	3,000
001-076-576-80-45-00	Operating Rentals & Leases	118,439	147,600	146,000
001-076-576-80-47-00	Utilities	371,431	365,550	456,685
001-076-576-80-48-00	Repair & Maintenance	103,845	124,000	124,000
001-076-576-80-49-00	Miscellaneous	2,035	-	-
001-076-576-80-49-01	Memberships (7)	90	-	800
001-076-576-80-49-03	Training - Seminars/Conference	18,299	43,400	27,400
	TOTAL SERVICES & CHARGES	\$ 1,289,167	\$ 1,797,200	\$ 1,908,605
001-076-576-80-51-00	Intergovernmental Services	\$ 1,104	\$ -	-
	TOTAL INTERGOVERNMENTAL	\$ 1,104	\$ -	\$ -
001-076-594-76-64-80	Machinery & Equipment	\$ 159,819	\$ 189,500	-
	TOTAL CAPITAL	\$ 159,819	\$ 189,500	\$ -
	TOTAL PARK RESOURCE MGMT	\$ 4,321,002	\$ 5,663,600	\$ 5,826,105
	TOTAL DEPARTMENT	\$ 7,570,048	\$ 9,975,390	\$ 10,134,765

* Partial revenue offset of some rec. programs (i.e. 4th on the Plateau, Sammamish Days, Concert Series, Teen Fest, etc)

(1) Plants for volunteer planting projects. Includes \$15,000 per year for tree planting at Council direction.

(2) Includes volunteer dinner. \$19,500 per year for the native plant steward program.

(3) Wetland monitoring, land acquisition support.

(4) Special events-4th on the Plateau, Sammamish Days, concerts, Teen-Fest, etc. Recreation Guide graphic design.

(5) Fertilizer, grass seed, soil, playground surface chips, project supplies, custodial supplies, irrigation, safety.

(6) Custodial services, maintenance contracts, park sweeping, turf maintenance contracts, tree service.

(7) Memberships include: Volunteer Administrators NW, Volunteermatch.org., WA Recreation and Parks Association, National Recreation and Parks Association, American Society for Landscape Architects, WA Festivals and Events, WA State Arts Alliance.

City of Sammamish
General Fund

Non-Departmental Department Expenditures

2019/2020 Budget Process

Account Number	Description	2015-2016 Actuals	2017-2018 Budget	2019-2020 Budget
Voter Registration Section				
001-090-514-40-51-00	Election Costs	\$ 69,961	\$ 140,000	\$ -
001-090-514-90-51-00	Voter Registration Costs	199,559	200,000	-
	TOTAL INTERGOVERNMENTAL	\$ 269,520	\$ 340,000	\$ -
	TOTAL VOTER REGISTRATION	\$ 269,520	\$ 340,000	\$ -
Economic Development Section				
001-090-558-70-41-00	Prof Svcs-Town Center Consultant	\$ -	\$ 300,000	\$ -
001-090-558-70-49-01	Memberships	-	200	-
	TOTAL SERVICES & CHARGES	\$ -	\$ 300,200	\$ -
	TOTAL ECONOMIC DEVELOPMENT	\$ -	\$ 300,200	\$ -
Other General Government Services Section				
001-090-517-90-11-01	Wellness Committee Chair Pay	\$ -	\$ 2,400	\$ -
001-090-518-90-11-00	Salaries	103,958	138,400	-
001-090-518-90-21-00	Benefits	36,695	48,950	-
	TOTAL PERSONNEL	\$ 140,653	\$ 189,750	\$ -
001-090-518-50-31-00	Office & Operating Supplies	\$ 48,000	\$ 40,000	48,000
001-090-525-60-31-00	Emergency Mgmt. Supplies	543	-	-
001-090-518-90-31-05	Meeting Meal Expense (1)	7,586	4,500	10,000
001-090-518-50-35-00	Small Tools & Minor Equipment	3,066	8,000	-
001-090-525-60-35-00	Emergency Mgmt. Small Tools	8,004	-	-
	TOTAL SUPPLIES	\$ 67,199	\$ 52,500	\$ 58,000
001-090-511-10-49-06	Sound Cities Membership	\$ 66,220	\$ 77,850	\$ -
001-090-511-10-49-07	AWC Membership	68,477	79,100	-
001-090-511-10-49-09	Puget Snd Regional Council Memb.	49,784	58,000	-
001-090-511-10-49-15	National League of Cities	3,813	8,000	-
001-090-514-20-41-05	Klahanie Census	75,402	-	-
001-090-518-30-48-00	Repairs & Maintenance	1,268	4,000	-
001-090-518-90-41-00	Prof. Services-ADA Transition Plan (2)	-	200,000	67,000
001-090-518-90-41-09	Operating Contingency	-	2,000,000	2,000,000
001-090-518-90-42-00	Communications	193	-	-
001-090-518-90-42-02	Postage	27,176	28,500	29,500
001-090-518-90-43-00	Travel-Good to Go Passes	60	-	-
001-090-518-90-45-00	Operating Rentals	803	-	-
001-090-518-90-47-00	Surface Water Fees	11,464	26,500	62,400
001-090-518-90-49-00	Miscellaneous	119,409	-	-
001-090-518-90-49-01	Memberships	-	-	400
001-090-518-90-49-02	Merchant Fees	-	375,000	500,000
001-090-518-90-49-15	Friends of Lake Sam. State Park	20,000	20,000	-
001-090-525-60-41-00	Emergency Mgmt Prof Svcs	14,880	-	-
001-090-525-60-49-12	Sammamish Citizen Corps	16,099	-	-
001-090-537-70-47-01	Recycling	177,020	230,200	248,000
001-090-557-20-41-00	Professional Services	1,180	25,000	-
001-090-558-60-41-10	Revenue Related DCD Contingency	-	1,000,000	1,000,000
001-090-558-70-41-00	Professional Services - Consulting	18,919	-	-
001-090-558-70-49-14	Samm. Chamber of Commerce	1,100	1,200	-

Account Number	Description	2015-2016 Actuals	2017-2018 Budget	2019-2020 Budget
001-090-559-20-49-08	ARCH Membership	123,118	-	-
	TOTAL SERVICES & CHARGES	\$ 796,385	\$ 4,133,350	\$ 3,907,300
001-090-518-90-51-00	Intergovernmental Services	\$ 8,468	\$ 8,020	\$ -
001-090-518-90-53-00	Intergovernmental Taxes	25	-	-
	TOTAL INTERGOVERNMENTAL	\$ 8,493	\$ 8,020	\$ -
001-090-594-18-64-01	Machinery & Equipment	\$ 36,821	\$ -	\$ -
001-090-594-18-67-01	Capital Contingency	-	\$ 3,000,000	\$ 3,000,000
	TOTAL CAPITAL	\$ 36,821	\$ 3,000,000	\$ 3,000,000
001-091-518-90-49-00	Admin Dept. Fleet Repl	\$ 9,040	\$ 4,138	\$ 370,150
001-091-518-90-48-00	Admin Dept. Fleet R&M	2,010	2,446	1,364
001-091-518-30-49-00	Facilities Dept. Fleet Repl	-	6,020	20,106
001-091-518-30-48-00	Facilities Dept. Fleet R&M	-	1,576	5,966
001-091-558-60-49-00	Comm Dev Dept. Fleet Repl	33,384	36,684	48,990
001-091-558-60-48-00	Comm Dev Dept. Fleet R&M	782	2,288	3,000
001-091-571-10-49-00	Parks Dept. Fleet Repl	4,752	10,348	9,884
001-091-571-10-48-00	Parks Dept. Fleet R&M	200	2,990	2,542
001-091-542-10-49-00	PW Engr-Insp Fleet Repl	19,682	26,526	46,052
001-091-542-10-48-00	PW Engr-Insp Fleet R&M	3,874	2,146	5,716
001-091-576-80-49-00	Parks M&O Fleet Repl	151,686	172,218	184,356
001-091-576-80-48-00	Parks M&O Fleet R&M	93,006	91,568	86,406
001-090-518-80-41-52	Interfund - Technology	2,023,500	2,236,000	4,600,600
001-090-518-90-46-53	Interfund - Risk Management	687,150	570,900	672,300
	TOTAL INTERFUND	\$ 3,029,066	\$ 3,165,848	\$ 6,057,432
	TOTAL OTHER GENERAL GOVT SVCS	\$ 4,078,617	\$ 10,549,468	\$ 13,022,732
	Pollution Control Section			
001-090-553-70-51-00	Intgovtl Svc's - Air Pollution	\$ 91,044	\$ 114,600	\$ 127,000
	TOTAL INTERGOVERNMENTAL	\$ 91,044	\$ 114,600	\$ 127,000
	TOTAL POLLUTION CONTROL	\$ 91,044	\$ 114,600	\$ 127,000
	Public Health Section			
001-090-562-00-53-00	External Taxes - Alcoholism	\$ 26,258	\$ 32,000	\$ 34,000
	TOTAL INTERGOVERNMENTAL	\$ 26,258	\$ 32,000	\$ 34,000
	TOTAL PUBLIC HEALTH	\$ 26,258	\$ 32,000	\$ 34,000
	Operating Transfers Out Section			
001-090-597-11-55-01	Oper Trnsfr - Street	\$ 9,980,900	\$ 11,810,000	\$ 11,810,000
001-090-597-11-55-31	Oper Trnsfr - Gen Gov CIP	6,200,000	637,000	-
001-090-597-11-55-32	Oper Trnsfr - Parks CIP	8,270,000	-	-
001-090-597-11-55-34	Oper Trnsfr - Transport CIP	770,000	4,350,000	-
	TOTAL INTERFUND	\$ 25,220,900	\$ 16,797,000	\$ 11,810,000
	TOTAL TRANSFERS	\$ 25,220,900	\$ 16,797,000	\$ 11,810,000
	TOTAL DEPARTMENT	\$ 29,686,339	\$ 28,133,268	\$ 24,993,732
	Ending Fund Balance			
	TOTAL FUND			

(1) 6 all city staff, 2 employee appreciation events - BBQ lunch and employee of year awards.

(2) City-wide assessment of federal ADA requirements.

City of Sammamish
Street Fund Revenues
 2019/2020 Budget Process

Account Number	Description	2015-2016 Actuals	2017-2018 Budget	2019-2020 Budget
	Beginning Fund Balance	\$ 6,130,211	\$ 9,371,902	\$ 7,726,871
101-000-333-20-20-00	Federal Grant	\$ 14,822	\$ -	\$ -
101-000-336-00-71-00	Multi-Modal Distribution	69,530	128,000	174,000
101-000-336-00-87-00	Street Fuel Tax	2,275,556	2,684,300	2,630,000
101-000-336-00-87-01	MVFT Transportation Tax	9,048	-	153,600
101-000-338-95-01-00	Water/Sewer District Share	3,565	-	-
	TOTAL INTERGOVERNMENTAL	\$ 2,372,521	\$ 2,812,300	\$ 2,957,600
101-000-345-89-13-00	Concurrency Test Fees (1)	\$ 67,538	\$ 60,000	\$ 10,000
	TOTAL CHARGES FOR SERVICES	\$ 67,538	\$ 60,000	\$ 10,000
101-000-361-11-00-00	Interest Income	\$ 87,601	\$ 15,000	\$ 100,000
101-000-367-12-00-00	Contributions-Private Source	161,250	-	-
	TOTAL MISCELLANEOUS	\$ 248,851	\$ 15,000	\$ 100,000
101-000-395-20-00-00	Restitution	\$ 4,400	\$ -	\$ -
101-000-397-00-00-01	Operating Transfers - General	9,980,900	11,810,000	11,810,000
101-000-397-00-03-02	REET 1 Transfers - Parks CIP	770,000	-	-
101-000-397-00-03-40	REET 2 Transfers - Transp. CIP	770,000	-	-
101-000-398-00-00-00	Compensation from Ins Recovery	35,085	-	-
	TOTAL NONREVENUES	\$ 11,560,385	\$ 11,810,000	\$ 11,810,000
	TOTAL REVENUES	\$ 14,249,295	\$ 14,697,300	\$ 14,877,600
	TOTAL FUND	\$ 20,379,506	\$ 24,069,202	\$ 22,604,471

(1) Concurrency test fees cover the cost of concurrency management expenditures.

City of Sammamish
Street Fund Expenditures
 2019/2020 Budget Process

Account Number	Description	2015-2016 Actuals	2017-2018 Budget	2019-2020 Budget
Maintenance Section				
101-000-542-30-11-00	Salaries	\$ 534,598	\$ 947,000	\$ 964,400
101-000-542-30-12-00	Overtime	61,659	60,000	62,200
101-000-542-30-13-01	Part-Time (9 month)	160,958	14,500	-
101-000-542-30-14-00	Standby Pay	11,797	9,000	9,000
101-000-542-30-21-00	Benefits	388,157	539,000	513,700
101-000-542-30-21-00	Benefits (Seasonals)	-	13,650	-
TOTAL PERSONNEL		\$ 1,157,169	\$ 1,583,150	\$ 1,549,300
101-000-542-30-31-00	Office & Operating Supplies	\$ 226,384	\$ 383,700	\$ 467,000
101-000-542-30-31-01	Meeting Expense	328	-	-
101-000-542-30-31-04	Safety Clothing & Equipment	10,123	10,800	14,580
101-000-542-30-32-00	Fuel	29,279	48,800	48,600
101-000-542-30-35-00	Small Tools & Minor Equipment	85,890	92,800	6,500
101-000-542-66-31-00	Snow & Ice Supplies (1)	91,984	144,400	191,920
101-000-542-70-31-00	Landslide Repair Supplies	-	-	81,000
TOTAL SUPPLIES		\$ 443,988	\$ 680,500	\$ 809,600
101-000-542-30-41-00	Professional Services (2)	\$ 237,954	\$ 284,600	\$ 313,600
101-000-542-30-41-01	Prof Svc: ROW landscape (3)	370,113	791,700	931,200
101-000-542-30-42-00	Communications	9,833	18,400	19,320
101-000-542-30-42-02	Postage	8	-	-
101-000-542-30-43-00	Travel	1,117	2,000	2,000
101-000-542-30-45-00	Operating Rentals & Leases	53,711	100,800	119,230
101-000-542-66-45-00	Operating Rentals & Leases	208	-	-
101-000-542-30-47-00	Utilities	445,747	468,950	491,900
101-000-542-30-48-00	Repair & Maintenance	70,748	230,000	728,350
101-000-542-30-48-50	Roadway Maintenance	8,694	-	-
101-000-542-63-48-51	Street Lighting (4)	-	100,000	100,000
101-000-542-64-48-51	Traffic Control Devices (5)	6,049	200,000	243,800
101-000-542-64-48-52	Traffic Control Devices-Basic	124,887	-	-
101-000-542-67-48-01	Street Cleaning	(1,529)	-	-
101-000-542-67-48-50	Street Cleaning	144,137	192,000	194,400
101-000-542-30-49-00	Miscellaneous	2,113	-	-
101-000-542-30-49-03	Training	16,820	20,000	35,120
TOTAL SERVICES & CHARGES		\$ 1,490,610	\$ 2,408,450	3,178,920
101-000-542-30-51-00	Intergovernmental Services	\$ 276	\$ -	\$ -
101-000-542-30-51-01	Road Maintenance Contract	25,468	-	202,400
101-000-542-30-51-02	Traffic Contract	194,899	334,650	45,000
TOTAL INTERGOVERNMENTAL		\$ 220,643	\$ 334,650	247,400
101-000-594-42-64-30	Machinery & Equipment	\$ 115,560	\$ 109,500	\$ -
TOTAL CAPITAL		\$ 115,560	\$ 109,500	\$ -
TOTAL MAINTENANCE		\$ 3,427,970	\$ 5,116,250	\$ 5,785,220
Pavement Preservation Section				
101-000-542-30-48-51	Roadway - Overlay Program	\$ 5,544,295	\$ 7,943,551	\$ 7,000,000
101-000-542-61-48-50	Sidewalks (6)	2,945	248,000	202,430
TOTAL PAVEMENT PRESERVATION		\$ 5,547,240	\$ 8,191,551	\$ 7,202,430

Account Number	Description	2015-2016 Actuals	2017-2018 Budget	2019-2020 Budget
Administration Section				
101-000-543-10-11-00	Salaries	\$ 191,266	\$ 283,200	\$ 343,600
101-000-543-10-12-00	Overtime	7	-	510
101-000-543-10-21-00	Benefits	60,011	114,600	139,900.0
	TOTAL PERSONNEL	\$ 251,284	\$ 397,800	\$ 484,010
101-000-543-10-31-00	Office & Operating Supplies	\$ 2,289	\$ 1,400	\$ 1,620
101-000-543-10-31-05	Meeting Meals	51	400	400
101-000-543-10-35-00	Small Tools & Minor Equipment	363	-	-
	TOTAL SUPPLIES	\$ 2,703	\$ 1,800	\$ 2,020
101-000-543-10-41-00	Professional Services	\$ 7,125	\$ -	\$ -
101-000-543-10-41-99	Street Operating Contingency (7)	-	100,000	100,000
101-000-543-10-42-00	Communications	300	-	-
101-000-543-10-43-00	Travel	-	700	670
101-000-543-10-49-01	Memberships (8)	-	500	510
101-000-543-10-49-03	Training	-	1,800	2,940
	TOTAL SERVICES & CHARGES	\$ 7,425	\$ 103,000	\$ 104,120
101-000-543-10-51-00	Intergovernmental Services	\$ 4,777	\$ -	\$ -
	TOTAL INTERGOVERNMENTAL	\$ 4,777	\$ -	\$ -
	TOTAL ADMINISTRATION	\$ 266,189	\$ 502,600	\$ 590,150
Engineering Section				
101-000-542-10-11-00	Salaries	\$ 599,509	\$ 864,000	\$ 1,557,900
101-000-542-10-11-00	Interns	-	-	21,500
101-000-542-10-12-00	Overtime	1,329	2,000	2,640
101-000-542-10-21-00	Benefits	232,872	383,400	731,000
	TOTAL PERSONNEL	\$ 833,710	\$ 1,249,400	\$ 2,313,040
101-000-542-10-31-00	Office & Operating Supplies	\$ 3,519	\$ 4,000	\$ 20,450
101-000-542-10-31-01	Meetings	145	400	1,200
101-000-542-10-31-04	Safety Clothing & Equipment	102	600	600
101-000-542-10-35-00	Small Tools & Minor Equipment	3,053	9,450	48,460
	TOTAL SUPPLIES	\$ 6,819	\$ 14,450	\$ 70,710
101-000-542-10-41-00	Professional Services (9)	\$ 280,761	\$ 1,345,000	\$ 1,085,100
101-000-542-10-41-02	Engineering Services	8,131	-	-
101-000-544-40-41-06	Transportation Computer Model	150,921	30,000	60,800
101-000-544-40-41-08	Concurrency Mgmt System (10)	41,467	50,000	121,500
101-000-547-10-41-09	Transit Program	115,781	126,000	152,500
101-000-542-10-42-00	Communications	59	3,000	9,640
101-000-542-10-43-00	Travel	35	1,000	2,180
101-000-542-10-48-00	Repairs & Maintenance	317	1,000	1,000
101-000-542-10-49-01	Memberships (8)	1,666	2,300	16,310
101-000-542-10-49-03	Training	2,007	3,900	22,580
	TOTAL SERVICES & CHARGES	\$ 601,145	\$ 1,562,200	\$ 1,471,610
101-000-594-42-64-30	Machinery & Equipment (11)	\$ 13,610	\$ -	\$ 316,200
101-000-594-42-64-33	Computer Software (12)	-	26,000	71,400
	TOTAL CAPITAL	\$ 13,610	\$ 26,000	\$ 387,600
	TOTAL ENGINEERING	\$ 1,455,284	\$ 2,852,050	\$ 4,242,960

Account Number	Description	2015-2016 Actuals	2017-2018 Budget	2019-2020 Budget
101-000-542-90-49-00	Street - Fleet Repl	\$ 210,518	\$ 269,360	\$ 371,502
101-000-542-90-48-00	Street - Fleet R&M	85,582	139,054	156,094
	TOTAL INTERFUND	\$ 296,100	\$ 408,414	\$ 527,596
	TOTAL EXPENDITURES	\$ 10,992,783	\$ 17,070,865	\$ 18,348,356
	Ending Fund Balance	\$ 9,386,723	\$ 6,998,337	\$ 4,256,115
	TOTAL FUND	\$ 20,379,506	\$ 24,069,202	\$ 22,604,471

- (1) De-icer, liquid and granules, and part for storage tanks, pumps, etc.
- (2) Vactoring, tree maintenance, flagging, bark replacement.
- (3) Contract for medians, landscape strips, etc. King County no longer available to do this work.
- (4) Conversion of street lights to LED. Lifespan is more than double.
- (5) Federally mandated sign replacement and repairs to guardrails and other traffic control devices.
- (6) Mandatory ADA sidewalk retrofits.
- (7) Contingency fund to be used only if needed.
- (8) Memberships: 1/3 of PE license renewals, American Public Works Association membership fees, Urban and Regional Information Systems Association. Full cost of Institute of Transportation Engineers and NW Pavement Management Association.
- (9) Transportation & non-motorized master plan \$500,000, school zone flasher upgrades, operational assistance-signal adjustments, camera changeouts, etc.
- (10) The concurrency management system is supported by development fees.
- (11) Van for signal technicians, New signal bucket truck., Bucket truck upgrade.
- (12) GIS, Synchro software.

City of Sammamish
G.O. Debt Service Fund Revenues
 2019/2020 Budget Process

Account Number	Description	2015-2016 Actuals	2017-2018 Budget	2019-2020 Budget
	Beginning Fund Balance	\$ -	\$ -	\$ -
201-000-397-00-03-40	Operating Transfers - Tran CIP	\$ 1,101,333	\$ 1,090,666	\$ 1,079,999
	TOTAL NONREVENUES	\$ 1,101,333	\$ 1,090,666	\$ 1,079,999
	TOTAL REVENUES	\$ 1,101,333	\$ 1,090,666	\$ 1,079,999
	TOTAL FUND	\$ 1,101,333	\$ 1,090,666	\$ 1,079,999

City of Sammamish
G.O. Debt Service Fund Expenditures
 2019/2020 Budget Process

Account Number	Description	2015-2016 Actuals	2017-2018 Budget	2019-2020 Budget
201-000-591-95-71-01	PWTF Loan Principal	\$ 1,066,666	\$ 1,066,666	\$ 1,066,666
201-000-592-95-83-01	Interest on PWTF Debt	34,667	24,000	13,333
	TOTAL DEBT SERVICE	\$ 1,101,333	\$ 1,090,666	\$ 1,079,999
	TOTAL EXPENDITURES	\$ 1,101,333	\$ 1,090,666	\$ 1,079,999
	Ending Fund Balance	\$ -	\$ -	\$ -
	TOTAL FUND	\$ 1,101,333	\$ 1,090,666	\$ 1,079,999

Public Works Trust Fund loan balances: 12/31/2019 - \$1,066,667, 12/31/2020-\$533,333.

City of Sammamish
General Government Capital Improvement Fund Revenues
 2019/2020 Budget Process

Account Number	Description	2015-2016 Actuals	2017-2018 Budget	2019-2020 Budget
	Beginning Fund Balance	\$ 8,793,748	\$ 3,845,399	\$ 4,135,674
301-000-361-11-00-00	Interest Income	\$ 52,041	\$ 10,000	\$ 30,000
	TOTAL MISCELLANEOUS	\$ 52,041	\$ 10,000	\$ 30,000
301-000-397-00-00-01	Oper Trnsfrs - General Govt.	\$ 6,200,000	\$ 637,000	\$ -
	TOTAL NONREVENUES	\$ 6,200,000	\$ 637,000	\$ -
	TOTAL REVENUES	\$ 6,252,041	\$ 647,000	\$ 30,000
	TOTAL FUND	\$ 15,045,789	\$ 4,492,399	\$ 4,165,674

City of Sammamish

General Government Capital Improvement Fund Expenditures

2019/2020 Budget Process

Account Number	Description	2015-2016 Actuals	2017-2018 Budget	2019-2020 Budget
301-000-594-19-61-00	Land	\$ 1,665,061	\$ -	\$ -
301-000-594-19-61-00	Buildings	4,485,330	500,000	-
301-102-594-19-63-00	Commons Safety Improvments	-	237,000	-
301-000-594-19-64-00	Art Sculpture	-	50,000	-
301-000-594-19-67-01	Capital Contingency (1)	-	3,500,000	3,500,000
TOTAL CAPITAL		\$ 6,150,391	\$ 4,287,000	\$ 3,500,000
301-000-597-00-55-01	Operating Tfrs - General Fund	\$ 50,000	\$ 153,372	\$ -
301-000-597-00-55-32	Operating Transfers Parks CIP	5,000,000	-	-
TOTAL INTERFUND		\$ 5,050,000	\$ 153,372	\$ -
TOTAL EXPENDITURES		\$ 11,200,391	\$ 4,440,372	\$ 3,500,000
Ending Fund Balance		\$ 3,845,398	\$ 52,027	\$ 665,674
TOTAL FUND		\$ 15,045,789	\$ 4,492,399	\$ 4,165,674

(1) Town Center infrastructure contingency \$3,000,000. Town Center LID contingency \$500,000.

City of Sammamish

Parks Capital Improvement Fund Revenues

2019/2020 Budget Process

Account Number	Description	2015-2016 Actuals	2017-2018 Budget	2019-2020 Budget
	Beginning Fund Balance	\$ 13,950,775	\$ 12,170,946	\$ 14,624,787
302-000-311-10-00-14	Property Tax (1)	\$ 268,019	\$ 240,000	\$ 180,000
302-000-318-34-00-00	Real Estate Excise Tax #1	5,890,432	4,900,000	6,000,000
	TOTAL TAXES	\$ 6,158,451	\$ 5,140,000	\$ 6,180,000
302-000-345-85-02-00	Parks Impact Fees	\$ 2,420,283	\$ 3,970,000	\$ 3,970,000
302-000-345-86-00-05	Mitigation Fees	105,400.00	-	-
	CHARGES FOR SERVICES	\$ 2,525,683	\$ 3,970,000	\$ 3,970,000
302-000-361-11-00-00	Investment Interest	\$ 133,019	\$ 10,000	\$ 200,000
302-000-367-12-00-00	Contributions-Private Sources	3,452,478	-	-
	TOTAL MISCELLANEOUS	\$ 3,585,497	\$ 10,000	\$ 200,000
302-000-395-10-00-00	Sale of Capital Assets	\$ 170,000	\$ -	\$ -
302-000-395-20-00-00	Restitution	90,000	-	-
302-000-397-00-00-01	Operating Transfers - General	8,270,000	-	-
302-000-397-00-03-01	Operating Tfrs - Gen'l Gvt CIP	5,000,000	-	-
302-000-398-00-00-00	Compensation-Insurance Recover	760	-	-
	TOTAL NONREVENUES	\$ 13,530,760	\$ -	\$ -
	TOTAL REVENUES	\$ 25,800,391	\$ 9,120,000	\$ 10,350,000
	TOTAL FUND	\$ 39,751,166	\$ 21,290,946	\$ 24,974,787

(1) 6 year King County Parks property tax levy renewal approved by the voters in 2013.

City of Sammamish
Parks Capital Improvement Fund Expenditures
 2019/2020 Budget Process

Account Number	Description	2015-2016 Actuals	2017-2018 Budget	2019-2020 Budget
Non-Capital				
302-000-576-80-49-00	Miscellaneous-Property Sale Costs	\$ 13,156	\$ -	\$ -
TOTAL NON-CAPITAL		\$ 13,156	\$ -	\$ -
Pine Lake Park				
302-312-576-80-35-00	Field Upgrades	\$ -	\$ -	\$ 350,000
East Sammamish Park				
302-324-594-76-63-00	East Sam. Park Restoration	175	-	-
302-359-594-76-63-00	East Sam. Park Playground	48,939	1,100,000	1,100,000
302-373-594-76-63-00	East Sam. Park Parking	-	750,000	750,000
302-313-594-76-63-00	Baseball Field Rehab	-	-	640,000
302-314-594-76-63-00	Pickleball Courts	-	-	150,000
Sammamish Commons				
302-364-594-76-63-00	Lower Commons ADA Trail	140,439	-	-
302-367-594-76-63-00	Lower Commons Permanent Restroom	-	550,000	550,000
302-315-594-76-63-00	Skate Park Rehab	-	-	300,000
302-379-594-76-63-00	Lower Commons Master Plan Update	-	-	75,000
Beaver Lake Park				
302-351-594-76-63-00	Beaver Lake Park Shoreline Impr.	-	1,450,000	2,700,000
Beaver Lake Preserve				
302-333-594-76-31-00	Beaver Lake Preserve Supplies	2,558	-	-
302-333-594-76-63-00	Beaver Lake Preserve Phase IIA	12,048	-	-
302-360-594-76-63-00	Beaver Lake Preserve Phase IIA	54,018	180,000	-
Evans Creek Preserve				
302-334-594-76-63-00	Evans Creek Preserve Improv. Phase I	7,253	-	-
302-362-594-76-63-00	Evans Creek Pres.-Ongoing Trail Dev	27,610	-	25,000
302-368-594-76-63-00	Evans Creek Pres.- Hwy 202 access	-	130,000	130,000
School Parks / Sportsfields				
302-356-594-76-63-00	Eastlake Field 1 Turf Replacement	1,106,494	-	-
302-365-594-76-63-00	EHS Ballfield Fence	75,000	-	-
302-369-594-76-63-00	Skyline Field Turf Replacement	6,692	1,400,000	-
302-316-594-76-63-00	Inglewood Middle School Artificial Turf	-	-	420,000
Parks Capital Replacement Program				
302-336-594-76-63-00	Parks Capital Replacement Program	95,174	400,000	400,000
Capital Contingency Reserve				
302-337-594-76-67-01	Capital Contingency Reserve	-	571,500	950,000
Land Acquisition				
302-337-594-76-61-00	Land Acquisition	8,000	7,000,000	2,000,000
Sammamish Landing				
302-339-594-76-31-00	Samm Land Supplies	11,723	-	-
302-339-594-76-35-00	Samm Land Tools	1,501	-	-
302-339-594-76-41-00	Samm Land Prof Svcs	171,378	-	-
302-339-594-76-45-00	Samm Land Rentals	3,619	-	-
302-339-594-76-63-00	Samm Land Improvements	1,101,273	-	-
302-366-594-76-63-00	Sammamish Landing ADA Improvements	-	1,000,000	-
302-358-594-76-63-00	Samm. Landing Restroom/Utilities	183,890	156,000	-
Trails/Pathways				
302-352-594-76-63-00	Sam Commons Trail Connection-Phase I	3,771	-	300,000
302-361-594-76-63-00	Future Trail Connections	-	1,000,000	1,000,000
302-370-594-76-63-00	Mystic Lake Trail Extension	-	35,000	-
302-378-594-76-63-00	Parks Wayfinding System	-	-	45,000
302-317-594-76-63-00	Environmental Interpretation/Habitat Signage	-	-	25,000

Account Number	Description	2015-2016 Actuals	2017-2018 Budget	2019-2020 Budget
Recreation Center				
302-342-594-76-63-00	Recreation Center Improvements	3,196	-	-
Community Center				
302-343-594-76-61-00	CC Land Acq./Struct.Parking/Downpymt	921	-	-
302-343-594-76-63-00	Community Center	22,913,344	276,000	-
Big Rock Park				
302-344-594-76-63-00	Big Rock Park Improvements	818,050	-	-
302-374-594-76-63-00	Big Rock Park Site B, Phase I	-	-	2,000,000
302-318-594-76-63-00	BRP Site A-Phase II Restroom	-	-	385,000
Indoor Field House				
302-363-594-76-63-00	Indoor Field House Site Plan	-	100,000	-
Klahanie Park				
302-371-594-76-63-00	Athletic Field Drainage/Turf Repairs	-	300,000	-
302-377-594-76-63-00	Klahanie Park Master Plan	-	-	200,000
Town Center Park Projects				
302-372-594-76-63-00	Future Town Center Park Projects	-	1,900,000	1,900,000
Community Garden				
302-331-594-76-63-00	Community Garden	-	100,000	50,000
TOTAL CAPITAL		\$ 26,797,066	\$ 18,398,500	\$ 16,445,000
302-000-597-00-55-10	REET 1 Transfer to Street Fund	770,000	\$ -	\$ -
TOTAL INTERFUND		\$ 770,000	\$ -	\$ -
TOTAL EXPENDITURES		\$ 27,580,222	\$ 18,398,500	\$ 16,445,000
Ending Fund Balance		\$ 12,170,944	\$ 2,892,446	\$ 8,529,787
TOTAL FUND		\$ 39,751,166	\$ 21,290,946	\$ 24,974,787

City of Sammamish
Transportation Capital Improvement Fund Revenues
 2019/2020 Budget Process

Account Number	Description	2015-2016 Actuals	2017-2018 Budget	2019-2020 Budget
	Beginning Fund Balance	\$ 21,262,384	\$ 29,965,618	\$ 27,920,000
340-000-318-35-00-00	Real Estate Excise Tax - #2	\$ 5,890,432	\$ 4,900,000	\$ 6,000,000
	TOTAL TAXES	\$ 5,890,432	\$ 4,900,000	\$ 6,000,000
340-000-333-20-20-00	Federal Grants (1)	\$ 400,324	\$ 2,500,000	\$ 2,505,750
340-000-334-03-80-00	Transprt Imprvemnt Board Grant	-	4,000,000	1,005,000
	TOTAL INTERGOVERNMENTAL	\$ 400,324	\$ 6,500,000	\$ 3,510,750
340-000-345-85-01-00	Traffic Impact Fees MPS	\$ 6,193,746	\$ 9,662,000	\$ 5,500,000
340-000-345-86-00-00	SEPA/Mitigation Fees	1,135,436	2,604,500	-
	CHARGES FOR GOODS & SVCS	\$ 7,329,182	\$ 12,266,500	\$ 5,500,000
340-000-361-11-00-00	Investment Interest	\$ 263,360	\$ 75,000	\$ 230,000
340-000-367-12-00-00	Contributions - Private Source	53,104	-	-
	TOTAL MISCELLANEOUS	\$ 316,464	\$ 75,000	\$ 230,000
340-000-397-00-00-01	Oper Trnsfrs - General Fund (2)	\$ 770,000	\$ 4,350,000	\$ -
	TOTAL NONREVENUES	\$ 770,000	\$ 4,350,000	\$ -
	TOTAL REVENUES	\$ 14,706,402	\$ 28,091,500	\$ 15,240,750
	TOTAL FUND	\$ 35,968,786	\$ 58,057,118	\$ 43,160,750

(1) Federal grants: \$605,750 (PSRC) grant for Intelligent Transportation System (ITS), \$1,900,000 for ITS and Issaquah/Fall City Road.

(2) \$1,200,000 annual transfer of Klahanie annexation area revenues. \$1,950,000 Council project

City of Sammamish

Transportation Capital Improvement Fund Expenditures

2019/2020 Budget Process

Account Number	Description	2015-2016 Actuals	2017-2018 Budget	2019-2020 Budget
	244th Ave Phase I			
340-112-595-10-63-00	244th Ave Phase 1- Improvements	\$ 84,806	\$ -	\$ -
	Intersection Improvements			
340-115-595-30-63-00	Intersection Improvements	56,594	\$ 1,150,000	\$ 400,000
	Neighborhood Projects			
340-117-595-30-63-00	Neighborhood Projects	39,280	200,000	200,000
	Sidewalk Program			
340-118-595-61-63-00	Sidewalk Program	192	320,000	320,000
	Flashing Yellow Turn Signals			
340-154-595-30-63-00	Flashing Yellow Turn Signals	-	450,000	350,000
	School Safety Zone Improvements			
340-160-595-61-63-00	School Safety Zone Improvements	-	100,000	100,000
	Issaquah Fall City Road			
340-150-595-61-63-00	Iss/Fall City Rd. SE 48th to Klahanie Blvd	567,703	17,292,000	-
340-163-595-61-63-00	Iss/Fall City Rd. 42nd Ave SE to Klahanie Dr SE	-	-	-
340-164-595-61-63-00	Klahanie Dr SE to Iss/Bvr Lk Rd	-	1,000,000	-
	Street Lighting Program			
340-132-595-63-63-00	Street Lighting Program	-	30,000	30,000
	Capital Contingency Reserve			
340-136-595-95-67-01	Capital Contingency Reserve	-	1,000,000	1,000,000
	212th Snake Hill Improvements			
340-136-595-95-67-02	212th Way SE/Snake Hill Improvements	560,167	6,692,383	-
	ELS Pkwy-Inglewood to NE 26th			
340-137-595-30-63-00	ELS Pkwy-Inglewood to NE 26th	4,333	-	-
	Issaquah/Fall City Road			
340-150-595-10-63-00	Issaquah/Fall City Road Phase 1	-	-	23,300,000
340-150-595-10-63-02	Issaquah/Fall City Road Phase 2	-	-	1,500,000
	218th Ave SE			
340-152-595-30-63-00	218th Ave/216th Ave: SE 4th St to Inglewood	-	150,000	250,000
	Intelligent Transportation System			
340-153-595-30-63-00	ITS Phase 1-228th Ave	671,237	-	-
340-165-595-30-63-00	ITS Phase 2. 228th-NE 12th ST to SR 202	-	317,000	2,000,000
	14th Street			
340-156-595-30-63-00	14th Street Improvements	843	166,821	-
	SE 4th Street			
340-157-595-30-63-00	SE 4th Street	920,413	15,212,768	6,000,000
	SE 8th Street			
340-166-595-30-63-00	8th St/218 Ave: 212th Ave SE to SE 4th St	-	150,000	250,000
	228th Ave SE			
340-158-595-30-63-00	228th Ave SE-Added SB Lane @IPLR	13,794	-	-
340-167-595-30-63-00	228th & SE 8th Intersection	-	1,600,000	500,000
	Sahalee Way			
340-162-595-30-63-00	Sahalee Wy -NE 25th Way to City limits	357,312	6,000,000	-
340-171-595-30-63-00	Sahalee Wy -NE 28th/233rd Signal	-	-	230,000
	Issaquah Pine Lake Road			
340-169-595-30-63-00	Iss Pine Lake Road Design	-	1,000,000	3,900,000
	SR 202& Sahalee Way			
340-170-595-30-63-00	SR 202 Regional Coordination	-	200,000	-
	SE 32nd Street			
340-172-595-30-63-00	SE 32nd/244th Intersection	-	-	110,000

Account Number	Description	2015-2016 Actuals	2017-2018 Budget	2019-2020 Budget
NON-MOTORIZED TRANSPORTATION				
Non-motorized				
340-410-595-62-63-00	Projects to be determined by Council	34,015	1,500,000	750,000
Ingelwood Hill				
340-406-595-62-63-00	Inglewood Hill Road Imprvmt	693,884	700,000	-
244th Ave SE 24th to SE 32nd				
340-407-595-62-63-00	244th Ave SE 24th to SE 32nd St	173	-	-
Sahalee Way				
340-408-595-30-63-00	Sahalee Wy -25th Way- 37th	709	-	-
212th Ave Gap Project				
340-409-595-30-63-00	212th Ave Gap Project	141,200	557,828	-
TOTAL CAPITAL		\$ 4,146,655	\$ 55,788,800	\$ 41,190,000
340-000-597-00-55-10	REET 2 Transfer to Street Fund	\$ 770,000	\$ -	\$ -
340-000-597-00-55-21	Oper Trnsfr - Debt Svc PWTF	1,101,333	\$ 1,090,667	\$ 1,080,000
TOTAL INTERFUND		\$ 1,871,333	\$ 1,090,667	\$ 1,080,000
TOTAL EXPENDITURES		\$ 6,017,988	\$ 56,879,467	\$ 42,270,000
Ending Fund Balance		\$ 29,950,798	\$ 1,177,651	\$ 890,750
TOTAL FUND		\$ 35,968,786	\$ 58,057,118	\$ 43,160,750

City of Sammamish
Surface Water Management Fund Revenues
 2019/2020 Budget Process

Account Number	Description	2015-2016 Actuals	2017-2018 Budget	2019-2020 Budget
	Beginning Fund Balance	\$ 1,675,280	\$ 2,736,677	\$ 2,084,314
408-000-337-07-00-00	King Conservation District Grant	\$ 36,932	\$ -	\$ -
	TOTAL INTERGOVERNMENTAL	\$ 36,932	\$ -	\$ -
408-000-343-10-00-00	Surface Water Fees	\$ 8,418,837	\$ 10,900,000	\$ 16,066,000
408-000-345-11-00-00	Beaverl Lake Mgmt Dist Fees	-	64,300	99,000
	CHARGES FOR GOODS & SVCS	\$ 8,418,837	\$ 10,964,300	\$ 16,165,000
408-000-361-11-00-00	Interest Income	\$ 22,853	\$ 10,000	\$ 50,000
408-000-367-12-00-00	Contributions-HOA Monitoring (1)	-	64,000	64,000
408-000-369-90-01-00	Miscellaneous	101,496	-	-
	TOTAL MISCELLANEOUS	\$ 124,349	\$ 74,000	\$ 114,000
	TOTAL REVENUES	\$ 8,580,118	\$ 11,038,300	\$ 16,279,000
	TOTAL FUND	\$ 10,255,398	\$ 13,774,977	\$ 18,363,314

(1) Contributions to Ebright Creek monitoring from the Crossings at Pine Lake and Chestnut Lane HOA groups as required by the plat approval.

City of Sammamish
Surface Water Management Fund Expenditures
 2019/2020 Budget Process

Account Number	Description	2015-2016 Actuals	2017-2018 Budget	2019-2020 Budget
Administration				
408-000-531-31-11-00	Salaries	\$ 191,274	\$ 283,200	\$ 343,600
408-000-531-31-21-00	Benefits	60,012	114,600	139,900
	TOTAL PERSONNEL	\$ 251,286	\$ 397,800	\$ 483,500
408-000-531-31-31-00	Office & Operating Supplies	\$ 461	\$ 1,400	\$ 1,420
408-000-531-31-31-01	Meetings Expense	51	1,000	1,400
408-000-531-31-32-00	Fuel	3,613	2,500	4,000
	TOTAL SUPPLIES	\$ 4,125	\$ 4,900	\$ 6,820
408-000-531-31-41-00	Professional Services	\$ 82,005	\$ 166,600	\$ 96,500
408-000-531-31-41-01	Professional Services-Studies	-	100,000	-
408-000-531-31-41-99	Operating Contingency	-	20,000	20,000
408-000-531-31-43-00	Travel	103	700	740
408-000-531-31-49-00	Miscellaneous	82	-	-
408-000-531-31-49-03	Training	248	4,900	3,770
	TOTAL SERVICES & CHARGES	\$ 82,438	\$ 292,200	\$ 121,010
408-000-531-31-51-00	Intergovernmental Services (1)	\$ 114,660	\$ 176,600	\$ 188,900
408-000-531-31-51-01	Lake Sammamish Habitat Study	25,753	-	-
408-000-531-31-53-00	Intergovernmental Taxes	141,221	174,300	241,000
	TOTAL INTERGOVERNMENTAL	\$ 281,634	\$ 350,900	\$ 429,900
	TOTAL ADMINISTRATION	\$ 619,483	\$ 1,045,800	\$ 1,041,230
Planning Section				
408-000-531-33-41-01	Zackuse Creek Basin Plan	\$ -	\$ -	\$ 50,000
408-000-531-33-41-02	Laughing Jacobs Creek Basin Plan	-	-	375,000
408-000-531-33-41-03	Town Center Regional Stormwater Plan	-	-	400,000
	TOTAL SERVICES & CHARGES	\$ -	\$ -	\$ 825,000
	TOTAL PLANNING	\$ -	\$ -	\$ 825,000
Engineering Section				
408-000-531-32-11-00	Salaries	\$ 1,025,206	\$ 1,311,500	\$ 1,710,600
408-000-531-32-12-00	Overtime	3,614	2,000	2,030
408-000-531-32-21-00	Benefits	428,646	608,900	792,600
	TOTAL PERSONNEL	\$ 1,457,466	\$ 1,922,400	\$ 2,505,230
408-000-531-32-31-00	Office & Operating Supplies	\$ 8,357	\$ 4,000	\$ 37,854
408-000-531-32-31-01	Meetings	98	3,000	3,040
408-000-531-32-31-04	Safety Clothing & Equipment	735	1,200	1,620
408-000-531-32-32-00	Fuel	558	3,000	3,040
408-000-531-32-34-00	Maps and publications	-	400	400
408-000-531-32-35-00	Small Tools & Minor Equipment	4,342	3,700	3,040
	TOTAL SUPPLIES	\$ 14,090	\$ 15,300	\$ 48,994
408-000-531-32-41-00	Professional Services (2)	\$ 451,518	\$ 559,000	\$ 548,900
408-000-531-32-41-02	Engineering Services (3)	2,423	70,000	70,900
408-000-531-32-41-05	Beaver Management Program	-	-	30,000

Account Number	Description	2015-2016 Actuals	2017-2018 Budget	2019-2020 Budget
408-000-531-32-42-00	Communications	2,688	3,000	8,500
408-000-531-32-43-00	Travel	1,190	1,800	1,820
408-000-531-32-48-00	Repairs & Maintenance	2,340	-	-
408-000-531-32-49-00	Miscellaneous	185	-	-
408-000-531-32-49-01	Memberships (4)	1,141	1,800	2,430
408-000-531-32-49-03	Training	632	6,100	6,200
	TOTAL SERVICES & CHARGES	\$ 462,117	\$ 641,700	\$ 668,750
408-000-594-53-64-00	Machinery & Equipment (7)	\$ -	\$ 31,000	\$ 40,000
	TOTAL CAPITAL	\$ -	\$ 31,000	\$ 40,000
	TOTAL ENGINEERING	\$ 1,933,673	\$ 2,610,400	\$ 3,262,974
	Maintenance & Operations Section			
408-000-531-35-11-00	Salaries	\$ 529,195	\$ 812,300	\$ 900,800
408-000-531-35-12-00	Overtime	12,364	20,000	20,000
408-000-531-35-13-01	Part-Time (9 month)	133,965	-	-
408-000-531-35-14-00	Standby Pay	11,962	9,000	9,000
408-000-531-35-21-00	Benefits	318,889	480,800	539,400
	TOTAL PERSONNEL	\$ 1,006,375	\$ 1,322,100	\$ 1,469,200
408-000-531-35-31-00	Office & Operating Supplies	\$ 157,849	\$ 268,900	\$ 321,150
408-000-531-35-31-01	Meeting Expense	210	-	-
408-000-531-35-31-04	Safety Clothing & Equipment	9,211	7,200	12,750
408-000-531-35-31-05	Meetings Meals	99	-	-
408-000-531-35-32-00	Fuel	33,127	41,500	48,600
408-000-531-35-35-00	Small Tools & Minor Equipment	99,018	72,800	6,480
	TOTAL SUPPLIES	\$ 299,514	\$ 390,400	\$ 388,980
408-000-531-35-41-00	Professional Services (5)	\$ 1,349,627	\$ 1,836,800	\$ 3,299,300
408-000-531-35-41-01	Professional Services-General Fund (6)	78,000	93,000	284,000
408-000-531-35-42-00	Communications	10,862	12,300	21,020
408-000-531-35-43-00	Travel	242	2,000	2,000
408-000-531-35-45-00	Operating Rentals & Leases	120,827	38,800	42,720
408-000-531-35-47-00	Utility Services	57,131	88,900	81,800
408-000-531-35-48-00	Repair & Maintenance	53,667	60,000	66,800
408-000-531-35-49-00	Miscellaneous	1,212	-	-
408-000-531-35-49-03	Training	10,807	20,000	43,620
	TOTAL SERVICES & CHARGES	\$ 1,682,375	\$ 2,151,800	\$ 3,841,260
408-000-553-70-51-00	Intergovernmental Services	\$ 10,303	\$ -	\$ -
408-000-531-35-51-00	I/G Services-Beaver Lake Mgmt District	-	64,300	99,000
	TOTAL INTERGOVERNMENTAL	\$ 10,303	\$ 64,300	\$ 99,000
408-000-594-35-64-00	Machinery & Equipment	\$ 86,999	\$ 182,500	\$ -
	TOTAL CAPITAL	\$ 86,999	\$ 182,500	\$ -
	TOTAL MAINTENANCE & OPERATIONS	\$ 3,085,566	\$ 4,111,100	\$ 5,798,440
	Total Transfers Section			
408-000-597-00-55-48	Operating Transfers - CIP	\$ 1,600,000	\$ 3,865,000	\$ 4,735,100
408-000-531-35-49-51	SWM - Fleet Repl	77,646	66,498	81,786
408-000-531-35-48-51	SWM - Fleet R&M	49,504	57,932	38,910
408-000-531-39-41-52	Interfund - Technology	58,500	364,000	745,850

Account Number	Description	2015-2016 Actuals	2017-2018 Budget	2019-2020 Budget
408-000-531-39-46-53	Interfund - Risk Management	108,650	89,100	104,900
	TOTAL TRANSFERS	\$ 1,894,300	\$ 4,442,530	\$ 5,706,546
	TOTAL EXPENSES	\$ 7,533,022	\$ 12,209,830	\$ 16,634,190
	Ending Fund Balance	\$ 2,722,376	\$ 1,565,147	\$ 1,729,124
	TOTAL FUND	\$ 10,255,398	\$ 13,774,977	\$ 18,363,314

- (1) Annual National Pollutant Discharge System (NPDES) permit fees, water monitoring, WRIA 8 cost share.
- (2) Water quality monitoring, stormwater outreach education, biologist to help with permitting, geotechnical consultant, watershed planning, source control programming.
- (3) Geotechnical and other expert support to scan and digitize storm assets, provide facility sketches of plans, and provide project support.
- (4) 1/3 of membership costs for PE license renewals, American Public Works Association, Urban and Regional Information Systems Association.
- (5) Street sweeping, storm system vactoring , storm vault filter replacements, ditch cleaning, and storm pond mowing services. Based on NPDES maintenance requirements. 2017 MOC consultant.
- (6) Reimbursement for facility expenses paid by the General Fund.
- (7) Vehicle for new position-Eng Tech.

City of Sammamish
Surface Water Capital Projects Fund Revenues
 2019/2020 Budget Process

Account Number	Description	2015-2016 Actuals	2017-2018 Budget	2019-2020 Budget
	Beginning Fund Balance	\$ 2,783,783	\$ 3,506,554	\$ 4,632,271
438-000-337-07-04-00	KC Conservation Dist Sp Assess	\$ -	\$ 300,000	\$ -
438-000-337-07-05-00	KC Flood Reduction Grant	1,101,078	-	-
438-000-337-07-05-00	KC Water Quality Improvement	-	157,000	-
	TOTAL INTERGOVERNMENTAL	\$ 1,101,078	\$ 457,000	\$ -
438-000-361-11-00-00	Interest Income	\$ 41,043	\$ -	\$ -
	TOTAL MISCELLANEOUS	\$ 41,043	\$ -	\$ -
438-000-379-00-00-00	Developer Contribution Fees	\$ 1,107,603	\$ 1,397,500	\$ 1,690,000
438-000-397-48-04-08	Oper Trnsfrs - Storm Oper Fund	1,600,000	3,865,000	4,735,100
	TOTAL NONREVENUES	\$ 2,707,603	\$ 5,262,500	\$ 6,425,100
	TOTAL REVENUES	\$ 3,849,724	\$ 5,719,500	\$ 6,425,100
	TOTAL FUND	\$ 6,633,507	\$ 9,226,054	\$ 11,057,371

City of Sammamish
Surface Water Capital Projects Fund Expenditures
 2019/2020 Budget Process

Account Number	Description	2015-2016 Actuals	2017-2018 Budget	2019-2020 Budget
Sidewalk Program				
438-318-595-40-63-00	Sidewalk Program	\$ -	\$ -	\$ 50,000
438-472-595-40-63-00	George Davis Creek Fish Passage	-	-	2,450,000
Zackuse Creek				
438-431-595-40-63-00	Fish Passage Culvert/Stream Restor.	75,566	1,200,000	-
438-432-531-32-41-00	Basin Plan	-	100,000	-
Louis Thompson Hill Road				
438-433-595-40-63-00	Drainage Improvements (1)	-	754,000	-
438-434-595-40-63-00	High Density Storm Pipe	-	218,000	-
Property Acquisiton Fund				
438-441-595-40-61-00	Property Acquisiton Fund	-	400,000	600,000
Sahalee Way Tightline				
438-435-595-40-63-00	Sahalee Way Tightline	-	387,000	-
Opportunity Fund				
438-442-595-40-63-00	Opportunity Fund-City Match	-	100,000	200,000
Laughing Jacobs Creek Basin Plan				
438-436-531-32-41-00	Laughing Jacobs Creek Basin Plan	-	75,000	-
Ebright Creek				
438-473-595-40-63-00	Ebright Creek Fish Passage Culvert	-	-	350,000
Drainage Resolutions and Major Stormwater Repairs				
438-413-595-40-63-00	Drainage Capital Resolutions	230,656	400,000	400,000
438-455-531-32-41-00	Update Stormwater Comp Plan	11,525	-	-
438-456-531-32-41-00	Beaver Management Program	8,842	30,000	-
438-460-531-32-41-00	Inglewood Hill-210th Ave NE/Tamarack	55,371	-	-
438-461-595-40-63-00	Inglewood Neighborhood Drainage (1)	2,493,791	1,000,000	-
438-463-595-40-63-00	Towncenter Regional Stormwater	-	650,000	-
438-474-595-40-63-00	Basin Plan Project Implementation	-	-	300,000
438-475-595-40-63-00	Loree Estates Outfall Diversion	-	-	250,000
438-476-595-40-63-00	Storm Retrofit	-	-	100,000
Stormwater Component of Transportation Projects				
438-468-595-40-63-00	Snake Hill Roadway Improvements	-	2,170,017	-
438-469-595-40-63-00	Sahalee Way 25th Way to City Limits	-	195,371	-
438-470-595-40-63-00	SE 4th St. Improvements	-	816,740	670,718
438-437-595-40-63-00	Iss/Fall City Rd. 42nd Ave to Klahanie Dr	-	167,504	515,923
438-438-595-40-63-00	212th Gap: SE 24th to Crossings	-	76,000	-
438-439-595-40-63-00	SE 14th St. Extension: Lawson Pk-248th	-	40,865	-
438-466-595-40-63-00	Future non-motorized	11,690	-	250,000
438-315-595-40-63-00	Intersection and safety improvements	-	-	50,000
438-477-595-40-63-00	Neighborhood TIP projects	-	-	30,000
438-478-595-40-63-00	IPLR: Klahanie to SE 32nd	-	-	40,000
438-479-595-40-63-00	New concurrency projects	-	-	150,000
TOTAL CAPITAL		\$ 2,887,441	\$ 8,780,497	\$ 6,406,641
438-000-582-38-79-96	KC Contract 1996 Principal	\$ 144,277	\$ -	\$ -
438-000-582-38-79-99	KC Contract 1999 Principal	55,200	69,336	37,414
438-000-582-38-79-01	KC Contract 2001 Principal	7,907	16,475	18,158
438-000-592-38-89-01	KC Contract 2001 Interest	2,711	4,037	2,354
438-000-592-38-89-96	KC Contract 1996 Interest	7,107	-	-
438-000-592-38-89-99	KC Contract 1999 Interest	13,640	9,423	1,965
TOTAL DEBT PMTS		\$ 230,842	\$ 99,271	\$ 59,891
TOTAL EXPENSES		\$ 3,118,283	\$ 8,879,768	\$ 6,466,532
Ending Fund Balance (2)		\$ 3,515,224	\$ 346,286	\$ 4,590,839
TOTAL FUND		\$ 6,633,507	\$ 9,226,054	\$ 11,057,371

(1) Small drainage improvement projects on the Louis Thompson Hill Road public right of way.

(2) Reserve policy goal per 2017 rate study is 1% of the original cost of the Stormwater assets. 1% of the asset cost as of 12/31/2017 = \$471,074.

City of Sammamish
Equipment Rental & Replacement Fund Revenues
 2019/2020 Budget Process

Account Number	Description	2015-2016 Actuals	2017-2018 Budget	2019-2020 Budget
	Beginning Fund Balance	\$ 761,778	\$ 1,022,162	\$ 766,894
501-000-349-30-00-00	Fleet R&M Charge	\$ 234,958	\$ 300,000	\$ 300,000
	TOTAL CHARGES FOR SVCS	\$ 234,958	\$ 300,000	\$ 300,000
501-000-361-11-00-00	Investment Interest	\$ 11,059	\$ 4,000	\$ 20,000
501-000-362-20-00-00	Fleet Replacement Charge	506,708	591,792	1,132,824
	TOTAL MISCELLANEOUS	\$ 517,767	\$ 595,792	\$ 1,152,824
501-000-395-10-00-00	Sale of Capital Assets	\$ -	\$ -	\$ 100,000
	TOTAL NON REVENUES	\$ -	\$ -	\$ 100,000
	TOTAL REVENUES	\$ 752,725	\$ 895,792	\$ 1,552,824
	TOTAL FUND	\$ 1,514,503	\$ 1,917,954	\$ 2,319,718

City of Sammamish
Equipment Rental & Replacement Fund Expenditures
 2019/2020 Budget Process

Account Number	Description	2015-2016 Actuals	2017-2018 Budget	2019-2020 Budget
501-000-548-65-31-00	Vehicle/Equipment Supplies	\$ 10,897	\$ -	\$ -
501-000-548-65-35-00	Small Tools & Equipment	2,221	-	-
501-000-548-65-48-00	Repairs and Maintenance	-	-	300,000
501-000-548-65-48-01	Repairs and Maintenance-City Hall	20,200	9,000	-
501-000-548-65-48-02	Repairs and Maintenance-Parks	56,399	57,000	-
501-000-548-65-48-03	Repairs and Maintenance-PW	106,897	114,000	-
501-000-548-65-48-04	Repairs and Maintenance-Equipment	114,758	120,000	-
	TOTAL SERVICES & CHARGES	\$ 311,372	\$ 300,000	\$ 300,000
501-000-594-48-64-00	Machinery & Equipment (1)	\$ 180,968	\$ 831,670	\$ 935,168
	TOTAL MACHINERY & EQUIPMENT	\$ 180,968	\$ 831,670	\$ 935,168
	TOTAL EXPENSES	\$ 492,340	\$ 1,131,670	\$ 1,235,168
	Ending Fund Balance*	\$ 1,022,163	\$ 786,284	\$ 1,084,550
	TOTAL FUND	\$ 1,514,503	\$ 1,917,954	\$ 2,319,718

(1) Replacement of vehicles and equipment listed below.

2019

\$48,205	E009-2003	John Deere Tractor 4710
\$41,223	E010-2003	Wacker/Roller
\$9,662	E103-2003	HP Mower 4820 Exmark
\$101,000	E104-2004	John Deere 4X4 Tractor Slope Mower
\$12,635	E115-2005	Anti-icer 500 Gallon
\$17,113	E124-2007	850D Utility Vehicle
\$55,954	E125-2008	All Terrain Mowere Deweze
\$17,113	E126-2008	John Deere 1200A Bunker/Field Rake
\$69,584	E127-2008	John Deere 1600 Turbo Series II Mower
\$17,134	E145-2012	XUV 885D Gator
\$30,904	V013	2000 Honda Accord
\$31,651	V023-2005	Ford Ranger 4X4
\$70,146	V027-2008	Ford F350 4X4 Diesel
\$79,764	V030-2009	Ford F350 4X4 Diesel

2020

\$13,439	E112-2007	Skid Dispenser 325 Gallon De-icer
\$13,439	E113-2007	Skid Dispenser 325 Gallon De-icer
\$57,684	E128-2010	4 in 1 bucket tractor
\$27,646	V024-2005	Jeep Liberty
\$48,871	V031-2010	4WD Ford Escape Hybrid
\$44,958	V032-2010	4WD Ford Escape Hybrid
\$41,800	V033-2010	2WD Ford Escape Hybrid
\$43,840	V034-2010	2WD Ford Escape Hybrid
\$41,403	V035-2010	2WD Ford Escape Hybrid

City of Sammamish
Technology Replacement Fund Revenues
 2019/2020 Budget Process

Account Number	Description	2015-2016 Actuals	2017-2018 Budget	2019-2020 Budget
	Beginning Fund Balance	\$ 339,113	\$ 439,433	\$ 291,975
502-000-349-80-00-01	Interfund - General Fund	\$ 2,023,500	\$ 2,236,000	\$ 4,600,600
502-000-349-80-04-08	Interfund Services - Storm	58,500	364,000	745,850
	CHARGES FOR GOODS & SVCS	\$ 2,082,000	\$ 2,600,000	\$ 5,346,450
502-000-361-11-00-00	Interest Income	\$ 5,415	\$ 3,000	\$ 6,000
	TOTAL MISCELLANEOUS	\$ 5,415	\$ 3,000	\$ 6,000
	TOTAL REVENUES	\$ 2,087,415	\$ 2,603,000	\$ 5,352,450
	TOTAL FUND	\$ 2,426,528	\$ 3,042,433	\$ 5,644,425

City of Sammamish
Technology Replacement Fund Expenditures
 2019/2020 Budget Process

Account Number	Description	2015-2016 Actuals	2017-2018 Budget	2019-2020 Budget
502-000-518-81-11-00	Salaries	\$ 599,206	\$ 749,500	\$ 1,806,000
502-000-518-81-12-00	Overtime	3,301	-	-
502-000-518-81-13-00	Intern	-	35,000	-
502-000-518-81-21-00	Benefits	250,211	317,950	873,800
	TOTAL PERSONNEL	\$ 852,718	\$ 1,102,450	\$ 2,679,800
502-000-518-81-31-00	Office & Operating Supplies	\$ 4,882	\$ 9,000	\$ 42,950
502-000-518-81-35-00	Small Tools & Minor Equipment	93,978	108,000	346,000
	TOTAL SUPPLIES	\$ 98,860	\$ 117,000	\$ 388,950
502-000-518-81-41-00	Prof Svcs. contracted support (1)	\$ 197,124	\$ 384,000	\$ 890,000
502-000-518-81-41-01	Prof Svcs.-ortho photography	-	-	140,000
502-000-518-81-42-00	Communications	3,219	3,900	9,500
502-000-518-81-43-00	Travel	53	2,000	2,000
502-000-518-81-45-00	Operating Rentals (2)	-	52,000	52,000
502-000-518-81-48-00	Repair & Maintenance (3)	475,214	548,000	650,000
502-000-518-81-48-01	Council Chambers AV Repair/Mntnce	-	-	100,000
502-000-518-81-49-03	Training - Seminars/Conference	8,098	13,000	26,000
	TOTAL SERVICES & CHARGES	\$ 683,708	\$ 1,002,900	\$ 1,869,500
502-000-518-81-51-00	Intergovernmental Services (4)	\$ 252,340	\$ 168,000	\$ 150,000
	INTERGOVERNMENTAL SERVICES	\$ 252,340	\$ 168,000	\$ 150,000
502-000-594-18-64-00	Machinery & Equipment	\$ 99,470	\$ 453,000	\$ 260,000
	TOTAL CAPITAL	\$ 99,470	\$ 453,000	\$ 260,000
	TOTAL EXPENSES	\$ 1,987,096	\$ 2,843,350	\$ 5,348,250
	Ending Fund Balance	\$ 439,432	\$ 199,083	\$ 296,175
	TOTAL FUND	\$ 2,426,528	\$ 3,042,433	\$ 5,644,425

(1) Annual costs = Application support, back-up internet set up for MOC and City Hall, I-net, PCI scans, GIS database administration, network hardware reconfiguration, Sharepoint installation, miscellaneous.

(2) Copier/printer leases.

(3) Annual costs = Cisco, Microsoft Enterprise agreement, CRW System, firewall/antivirus, email, ESRI, asset management, s, Cityworks 2018, Springbrook HR module, repair/service.

(4) E-Gov Alliance, MBP.

City of Sammamish
Risk Management Fund Revenues
 2019/2020 Budget Process

Account Number	Description	2015-2016 Actuals	2017-2018 Budget	2019-2020 Budget
	Beginning Fund Balance	\$ 203,304	\$ 395,941	\$ 297,752
503-000-349-91-00-01	Interfund - General Fund	\$ 687,150	\$ 570,900	\$ 672,300
503-000-349-91-04-08	Interfund - Storm Oper Fund	108,650	89,100	104,900
	TOTAL CHARGES FOR SERVICES	\$ 795,800	\$ 660,000	\$ 777,200
503-000-361-11-00-00	Interest Income	\$ 2,198	\$ 1,000	\$ 1,000
	TOTAL MISCELLANEOUS	\$ 2,198	\$ 1,000	\$ 1,000
	TOTAL REVENUES	\$ 797,998	\$ 661,000	\$ 778,200

City of Sammamish
Risk Management Fund Expenditures
 2019/2020 Budget Process

Account Number	Description	2015-2016 Actuals	2017-2018 Budget	2019-2020 Budget
503-000-517-70-22-00	Unemployment Benefits	\$ 70,421	\$ 91,700	\$ 120,000
	TOTAL PERSONNEL	\$ 70,421	\$ 91,700	\$ 120,000
503-000-518-90-41-00	Professional Services	\$ 5,000	\$ -	\$ -
503-000-518-90-46-00	Insurance	528,624	664,300	671,200
503-000-518-90-49-00	Program Preventative Actions (1)	1,316	6,000	6,000
	TOTAL SERVICES & CHARGES	\$ 534,940	\$ 670,300	\$ 677,200
	TOTAL EXPENSES	\$ 605,361	\$ 762,000	\$ 797,200
	Ending Fund Balance	\$ 395,941	\$ 294,941	\$ 278,752
	TOTAL FUND	\$ 1,001,302	\$ 1,056,941	\$ 1,075,952

(1) Flu shot coverage for immediate families of employees and City Council.

ORGANIZATION CHART

Full Time Employees = 131.25



FUND Department		2019-2020 AUTHORIZED POSITIONS				Grade	2019 - Annual Salary Range	
		2017 Actual	2018 Actual	2019 Budget	2020 Budget		Minimum	Maximum
2019 COLA based on a 4 year rolling average = 2.43%								
2020 Budgeted COLA based on an estimated 4 year rolling average = 2.78%								
GENERAL FUND								
Mayor (Part-time)		1	1	1	1			
Councilmember (Part-time)		6	6	6	6			
City Manager*		0.4711	0.4711	0.4711	0.4711			
							*per contract	
Sr. Executive Assistant*		0	1	1	1	M	\$ 70,622	\$ 96,651
Executive Assistant*		1	0	0.33	0.33	K	\$ 61,915	\$ 84,735
Deputy City Manager*		1	1	1	1	V-X	\$ 127,667	\$ 199,292
Communications Manager/PIO*		1	1	1	1	Q	\$ 91,880	\$ 125,745
Management Analyst		0	0	1	1	L	\$ 66,125	\$ 90,497
Finance								
Director/Assistant City Manager*		1	1	1	1	U-W	\$ 119,539	\$ 186,603
Deputy Director*		1	1	1	1	S	\$ 104,801	\$ 143,428
Accounting Manager*		1	1	1	1	Q	\$ 91,880	\$ 125,745
Sr. Budget & Rates Analyst*		0	0	1	1	N	\$ 75,424	\$ 103,223
Accountant*		0	1	1	1	M	\$ 70,622	\$ 96,651
Finance Specialist I		1	1	1	1	I	\$ 54,282	\$ 74,288
Finance Specialist II		1	0	1	1	K	\$ 61,915	\$ 84,735
Administrative Assistant		1	1	0	0	I	\$ 54,282	\$ 74,288
Administrative Services								
Director*		1	1	1	1	U-V	\$ 119,539	\$ 174,721
City Clerk*		1	1	1	1	N	\$ 75,424	\$ 103,223
Deputy City Clerk		1	1	1	1	K	\$ 61,915	\$ 84,735
Sr. Human Resource Analyst*		1	1	1	1	M	\$ 70,622	\$ 96,651
Executive Assistant*		0	0	0.34	0.34	K	\$ 61,915	\$ 84,735
Administrative Assistant		1.5	1.5	1.5	1.5	I	\$ 54,282	\$ 74,288
Facilities								
Internal Services Superintendent*		0	0.34	0.34	0.34	O	\$ 80,553	\$ 110,242
Project Manager*		1	1	1	1	O	\$ 80,553	\$ 110,242
Contract Administrator		0	0.25	0.25	0.25	K	\$ 61,915	\$ 84,735
Facilities Supervisor		1	0	0	0	L	\$ 66,125	\$ 90,497
Maintenance Worker II		1	1	1	1	I	\$ 54,282	\$ 74,288
Maintenance Worker I		0	0	1	1	F	\$ 44,559	\$ 60,983
Executive Assistant*		0	0	0.33	0.33	K	\$ 61,915	\$ 84,735
Public Works								
Director*		0.3	0.3	0.3	0.3	U-V	\$ 119,539	\$ 174,721
Deputy Director*		0.3	0.3	0.3	0.3	S	\$ 104,801	\$ 143,428
Administrative Assistant		0.3	0.47	0.47	0.47	I	\$ 54,282	\$ 74,288
City Engineer*		0.3	0.3	0.3	0.3	R	\$ 98,128	\$ 134,295
Management Analyst		1	1	1	1	L	\$ 66,125	\$ 90,497
Sr. Development Review Manager*		0.34	0.34	0.34	0.34	Q	\$ 91,880	\$ 125,745
Sr. Stormwater Program Manager*		0.1	0.1	0.1	0.1	Q	\$ 91,880	\$ 125,745
Sr. Engineer*		1.6	1.6	1.6	1.6	P	\$ 86,030	\$ 117,739
Project Engineer		1.6	1.6	1.6	1.6	N	\$ 75,424	\$ 103,223
Traffic Engineer*		0.5	0.5	0	0	O	\$ 80,553	\$ 110,242
Traffic Engineering Manager*		0	0	0.5	0.5	Q	\$ 91,880	\$ 125,745
Construction Inspector		3	3	3	3	K	\$ 61,915	\$ 84,735
GIS Coordinator		0.3	0.3	0	0	K	\$ 61,915	\$ 84,735
Office Assistant		0.17	0	0	0	E	\$ 41,722	\$ 57,100
Human Services								
Community Services Coordinator		0.75	0.75	0.75	0.75	I	\$ 54,282	\$ 74,288
Community Development								
City Manager*		0.5289	0.5289	0.5289	0.5289		*per contract	
Director*		1	1	1	1	U-V	\$ 119,539	\$ 174,721
Deputy Director*		1	1	1	1	S	\$ 104,801	\$ 143,428
Planning Manager*		1	1	1	1	Q	\$ 91,880	\$ 125,745

Senior Planner	3	3	2	2	M	\$	70,622	\$	96,651
Principle Planner*	0	0	1	1	O	\$	80,553	\$	110,242
Sr. Management Analyst*	0	1	1	1	N	\$	75,424	\$	103,223
Management Analyst	1	1	1	1	L	\$	66,125	\$	90,497
Associate Planner	2	1	1	1	L	\$	66,125	\$	90,497
Assistant Planner	0	1	2	2	K	\$	61,915	\$	84,735
Sr. Planner/Code Compliance*	1	0	0	0	M	\$	70,622	\$	96,651
Code Compliance Officer	1	1	1	1	K	\$	61,915	\$	84,735
Code Compliance Coordinator	0.5	0.5	0.5	0.5	J	\$	57,973	\$	79,340
Administrative Assistant	1	1	0	0	I	\$	54,282	\$	74,288
Special Project Assistant*	0	0	1	1	K	\$	61,915	\$	84,735
Office Assistant	2	2	2	2	E	\$	41,722	\$	57,100
Building Official*	1	1	1	1	Q	\$	91,880	\$	125,745
Plans Examiner	2	2	2	2	M	\$	70,622	\$	96,651
Sr. Building Inspector	1	1	1	1	L	\$	66,125	\$	90,497
Sr. Combination Inspector	0	0	1	1	N	\$	75,424	\$	103,223
Building Inspector	2	2	2	2	K	\$	61,915	\$	84,735
Electrical Inspector	1	1	1	1	L	\$	66,125	\$	90,497
Permit Technician	2	2	1	1	I	\$	54,282	\$	74,288
Sr. Permit Technician	1	1	1	1	J	\$	57,973	\$	79,340
Customer Service/Permit Manager*	1	1	1	1	M	\$	70,622	\$	96,651
Police									
Administrative Assistant	1	1	1	1	I	\$	54,282	\$	74,288
Emergency Management									
Emergency Manager*	1	1	1	1	O	\$	80,553	\$	110,242
Parks									
Director*	1	1	1	1	U-V	\$	119,539	\$	174,721
Deputy Director*	1	1	1	1	S	\$	104,801	\$	143,428
Contract Administrator	0	0.25	0.25	0.25	K	\$	61,915	\$	84,735
Recreation Supervisor	1	0	0	0	L	\$	66,125	\$	90,497
Recreation Manager*	0	1	1	1	O	\$	80,553	\$	110,242
Parks Resource Supervisor	1	0	0	0	L	\$	66,125	\$	90,497
Parks Superintendent*	0	1	1	1	O	\$	80,553	\$	110,242
Internal Services Superintendent*	0	0.33	0.33	0.33	O	\$	80,553	\$	110,242
Parks Project Manager*	2	2	2	2	N	\$	75,424	\$	103,223
Associate Planner	0	0	1	1	L	\$	66,125	\$	90,497
Recreation Coordinator	1	1	1	1	I	\$	54,282	\$	74,288
Lead Maintenance Worker	2	1	1	1	J	\$	57,973	\$	79,340
Maintenance Worker II	6	5	5	5	I	\$	54,282	\$	74,288
Maintenance Worker I	6	8	8	8	F	\$	44,559	\$	60,983
Administrative Assistant	1	1.33	1.33	1.33	I	\$	54,282	\$	74,288
Office Assistant	0.5	0.5	1	1	E	\$	41,722	\$	57,100
Volunteer Coordinator	1	1	1	1	I	\$	54,282	\$	74,288
Non-Departmental									
Management Analyst	1	1	0	0	L	\$	66,125	\$	90,497
General Fund Totals (less Council)	81.06	81.56	86.76	86.76					
STREET FUND									
Infrastructure Op & Maint Mgr	0.5	0	0	0	O	\$	80,553	\$	110,242
Contract Administrator	0	0.25	0.25	0.25	K	\$	61,915	\$	84,735
Internal Services Superintendent*	0	0.33	0.33	0.33	O	\$	80,553	\$	110,242
Public Works Superintendent*	0	0	0.5	0.5	O	\$	80,553	\$	110,242
Maintenance Supervisor	0.5	0.5	0	0	L	\$	66,125	\$	90,497
Lead Maintenance Worker	1	0.5	0.5	0.5	J	\$	57,973	\$	79,340
Maintenance Worker II	3	3	3	3	I	\$	54,282	\$	74,288
Maintenance Worker I	3	3	3	3	F	\$	44,559	\$	60,983
Director*	0.35	0.35	0.35	0.35	U-V	\$	119,539	\$	174,721
Deputy Director*	0.35	0.35	0.35	0.35	S	\$	104,801	\$	143,428
Administrative Assistant	0.35	0.85	0.85	0.85	I	\$	54,282	\$	74,288
Transportation Planner*	0	0	1	1	Q	\$	91,880	\$	125,745
Sr. Engineer*	0	0	1	1	P	\$	86,030	\$	117,739
Sr. Traffic Signal Technician	0	0	2	2	M	\$	70,622	\$	96,651

City Engineer*	0.35	0.35	0.35	0.35	R \$	98,128	\$	134,295
Sr. Engineer*	0.7	0.7	0.7	0.7	P \$	86,030	\$	117,739
Sr. Stormwater Program Manager*	0.1	0.1	0.1	0.1	Q \$	91,880	\$	125,745
Sr. Development Review Manager*	0.33	0.33	0.33	0.33	Q \$	91,880	\$	125,745
Associate Engineer	0	1	1	1	O \$	80,553	\$	110,242
Project Engineer	0.7	0.7	0.7	0.7	N \$	75,424	\$	103,223
Engineering Technician	0.5	0.5	0	0	K \$	61,915	\$	84,735
Traffic Engineer*	1.5	0.5	0	0	O \$	80,553	\$	110,242
Traffic Engineering Manager*	0	0	0.5	0.5	Q \$	91,880	\$	125,745
GIS Coordinator	0.35	0.35	0	0	K \$	61,915	\$	84,735
Office Assistant	0.66	0	0	0	E \$	41,722	\$	57,100
Total Street Fund	14.24	13.66	16.81	16.81				
SURFACE WATER MANAGEMENT								
Director*	0.35	0.35	0.35	0.35	U-V \$	119,539	\$	174,721
Deputy Director*	0.35	0.35	0.35	0.35	S \$	104,801	\$	143,428
Contract Administrator	0	0.25	0.25	0.25	K \$	61,915	\$	84,735
Administrative Assistant	0.35	0.85	0.85	0.85	I \$	54,282	\$	74,288
City Engineer*	0.35	0.35	0.35	0.35	R \$	98,128	\$	134,295
Sr. Engineer*	0.7	0.7	0.7	0.7	P \$	86,030	\$	117,739
Sr. Development Review Manager*	0.33	0.33	0.33	0.33	Q \$	91,880	\$	125,745
Associate Engineer	1	1	1	1	O \$	80,553	\$	110,242
Sr. Stormwater Program Manager*	0.8	0.8	0.8	0.8	Q \$	91,880	\$	125,745
Project Engineer	0.7	0.7	1.7	1.7	N \$	75,424	\$	103,223
Stormwater Technician	1	2	1	1	J \$	57,973	\$	79,340
Engineering Technician	0.5	0.5	2	2	K \$	61,915	\$	84,735
Construction Inspector	1	1	1	1	K \$	61,915	\$	84,735
GIS Coordinator	0.35	0.35	0	0	K \$	61,915	\$	84,735
Office Assistant	0.67	0	0	0	E \$	41,722	\$	57,100
Infrastructure Op & Maint Mgr	0.5	0	0	0	O \$	80,553	\$	110,242
Public Works Superintendent*	0	0.5	0.5	0.5	O \$	80,553	\$	110,242
Stormwater Supervisor	0.5	0	0	0	L \$	66,125	\$	90,497
Lead Maintenance Worker	1	0.5	0.5	0.5	J \$	57,973	\$	79,340
Maintenance Worker I	3	3	4	4	F \$	44,559	\$	60,983
Maintenance Worker II	2	2	2	2	I \$	54,282	\$	74,288
Total Surface Water Mgmt	15.45	15.53	17.68	17.68				
TECHNOLOGY REPLACEMENT								
Director*	0	0	1	1	U-V \$	119,539	\$	174,721
Sr. IS Manager*	1	1	1	1	Q \$	91,880	\$	125,745
IT Support Specialist	1	1	1	1	M \$	70,622	\$	96,651
IT Support Technican	0	0	1	1	I \$	54,282	\$	74,288
GIS Coordinator	0	0	1	1	K \$	61,915	\$	84,735
Engineering Technician	0	0	1	1	K \$	61,915	\$	84,735
Network Administrator	1	1	1	1	O \$	80,553	\$	110,242
Application Systems Specialist	0	0	1	1	K \$	61,915	\$	84,735
Web Master	1	1	1	1	M \$	70,622	\$	96,651
Website Associate	0	0	1	1	I \$	54,282	\$	74,288
Total Technology Replacement	4	4	10	10				
Total FTE for City	114.75	114.75	131.25	131.25				

City Manager*	Per Contract
Maintenance/Recreation Summer Help/Intern	Minimum wage up to \$25.00 per hour
Lifeguards/Temporary Office Help	\$11.00 to \$16.00 per hour
Beach/Contract Manager	\$17.00 to \$23.00 per hour
Assistant Beach Manager	\$14.00 to \$20.00 per hour
Limited Term Employee	Per Contract
Standby Pay	\$66.00 per day/\$99.00 per day on holidays

2019 Minimum Wage = \$12.00 per hour/\$10.20 per hour for minors (14 & 15)

* = exempt positions

Agenda Bill
 City Council Regular Meeting
 November 06, 2018



SUBJECT:	2019 Property Tax Levy Ordinance	
DATE SUBMITTED:	October 29, 2018	
DEPARTMENT:	Finance	
NEEDED FROM COUNCIL:	<input checked="" type="checkbox"/> Action <input type="checkbox"/> Direction <input type="checkbox"/> Informational	
RECOMMENDATION:	Approve the Ordinance setting the 2019 property tax levy.	
EXHIBITS:	1. Exhibit 1 - 2019 Property Tax Levy Ordinance 2. Exhibit 2 - Property Tax History Tables	
BUDGET:		
Total dollar amount	\$30,200,000	<input checked="" type="checkbox"/> Approved in budget
Fund(s)	General Fund	<input type="checkbox"/> Budget reallocation required
		<input type="checkbox"/> No budgetary impact
WORK PLAN FOCUS AREAS:		
<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 type="checkbox"/> Environmental Health & Protection	<input checked="" type="checkbox"/> Financial Sustainability	

NEEDED FROM COUNCIL:

Shall the Council approve the 2019 property tax levy foregoing the allowable 1% increase and banking the amount for possible future use?

KEY FACTS AND INFORMATION SUMMARY:

This ordinance sets the 2019 property tax levy amount at a maximum of \$30,200,000. The final rate will be adjusted based on the final assessed valuation of property within Sammamish. The King County Assessor's Office anticipates providing this information near the end of November. The ordinance also preserves the City's ability to bank an additional \$291,721 for future levies. The City's total banked capacity for the years 2010 through 2019 is \$2,152,793, which is the difference in the 2019 levy amount and the amount allowed under state law.

The action requested at this time is consistent with Council's prior directions to forego the allowable 1% increase and bank that for future use. The 2019 property tax levy is estimated to be \$30.2 million. Under current law the increase from the prior highest allowable regular levy is limited to the lesser of 101% or 100% plus inflation where inflation is measured by the percentage change in the Implicit Price Deflator (IPD). The IPD change for establishing the 2019 property tax levy limit is 1.0217%.

The property tax levy foregoes the 1% increase allowable under state law for the tenth year. Increases based on the categories in the following table are estimated to add \$1,500,357 to the 2018 levy amount. The final levy amount is due from King County at the end of November.

2018 Property Tax Levy	\$28,699,643
Plus: New Construction Levy	836,855
Plus: Relevy for prior year refunds	25,497
Plus: Estimated State Utility New Construction	100,000
Plus: Allowance for change in KC Estimate	<u>538,005</u>
2019 Estimated Property Tax Levy	<u>\$30,200,000</u>

The assessed valuation of taxable property in 2018 increased \$2.19 billion of which \$485 million is for new construction. The total 2018 assessed valuation is \$18.8 billion. The changes in assessed valuation and the decision to forego the 1% increase results in the estimated 2019 levy rate calculation of \$1.61 per \$1,000 of assessed valuation. The 2018 levy rate is \$1.72 per \$1,000 of assessed value.

	<u>2018</u>	<u>2019</u>	<u>\$ Change</u>
Assessed Valuation (in Billion \$)	\$16.64	\$18.84	\$2.20
Property Tax Levy Rate	\$1.72	\$1.61	(\$0.11)

A public hearing on this proposed tax levy for 2019 is scheduled on November 6th, 2018. This public hearing has been properly noticed as required by State law.

FINANCIAL IMPACT:

\$30,200,000 in General Fund revenue for 2019

CITY OF SAMMAMISH
WASHINGTON
ORDINANCE No. O2018-_____

**AN ORDINANCE OF THE CITY OF SAMMAMISH,
WASHINGTON, RELATING TO THE LEVYING OF REGULAR
PROPERTY TAXES AND ESTABLISHING THE AMOUNT TO BE
LEVIED IN 2019 ON THE ASSESSED VALUATION OF THE
PROPERTY WITHIN THE CITY.**

WHEREAS, the population of the City of Sammamish is estimated to be 63,470, and the City's actual levy amount from the 2018 tax year was \$28,699,643; and

WHEREAS, the Sammamish City Council has properly given notice of, and conducted, a public hearing on November 6, 2018 to consider the budget for the 2019-2020 biennial budget period, pursuant to RCW 84.55.120; and

WHEREAS, the Sammamish City Council, after hearing and after duly considering all relevant evidence and testimony presented and having considered its 2019-2020 budget for the 2019 calendar year, has determined that it is in the best interests of the City of Sammamish to forego the allowable 1% increase in the regular property tax levy to be collected in the 2019 tax year; and

WHEREAS, the Sammamish City Council desires to bank for the future the difference between 100 percent of the 2019 allowable regular property tax levy and the levy limit factor of 101 percent of the 2019 allowable regular property tax levy; and

WHEREAS, banking for the future the otherwise permissible 1% increase in the property tax levy for 2019 will add \$291,721 to the city's previously banked capacity of \$1,861,072 for a total banked capacity of \$2,152,793;

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

Section 1. The regular property tax levy is hereby authorized to be collected in the 2019 tax year in the estimated amount of \$30,200,000 representing a \$0, 0% increase from the 2018 regular property tax levy. This levy amount includes the re-levy of prior year refunds of \$25,497 plus the estimated increase resulting from the addition of new construction and improvements to property, the estimated increase in the value of state assessed property, and the estimated increase resulting from annexations. The expected rate is \$1.61 per \$1,000 of assessed value.

Section 2. Effective Date. This ordinance shall be in full force and effect five (5) days from and after its passage, approval, and publication as provided by law.

ADOPTED BY THE CITY COUNCIL AT A REGULAR MEETING THEREOF ON THE _____ DAY OF NOVEMBER 2018.

CITY OF SAMMAMISH

Mayor Christie Malchow

Attest:

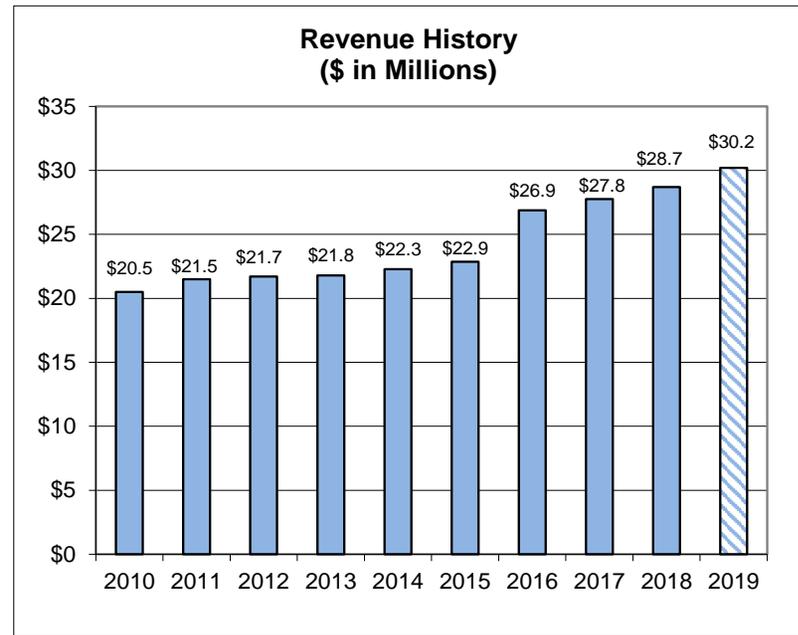
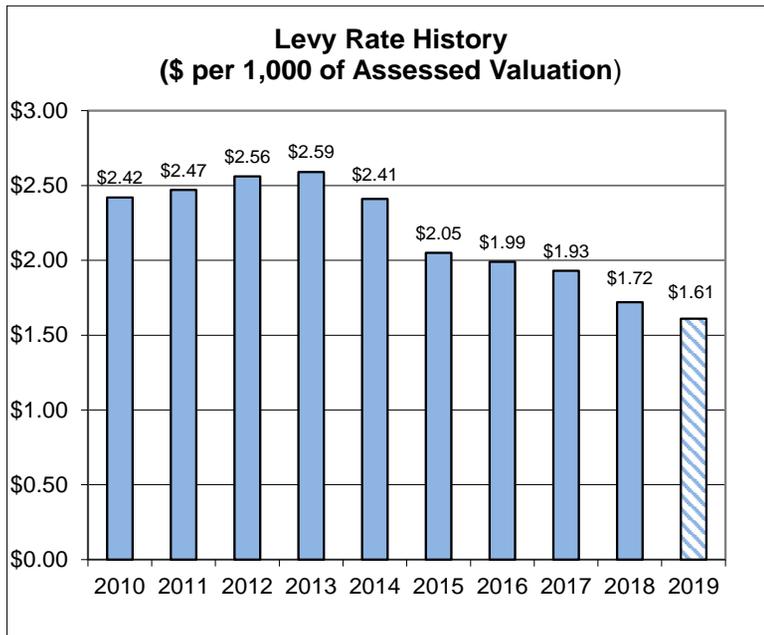
Melonie Anderson, City Clerk

Approved as to form:

Michael R. Kenyon, City Attorney

Public Hearing: November 6, 2018
Ordinance Reading: November 6, 2018
Passed by the City Council: November 6, 2018
Date of Publication:
Effective Date:

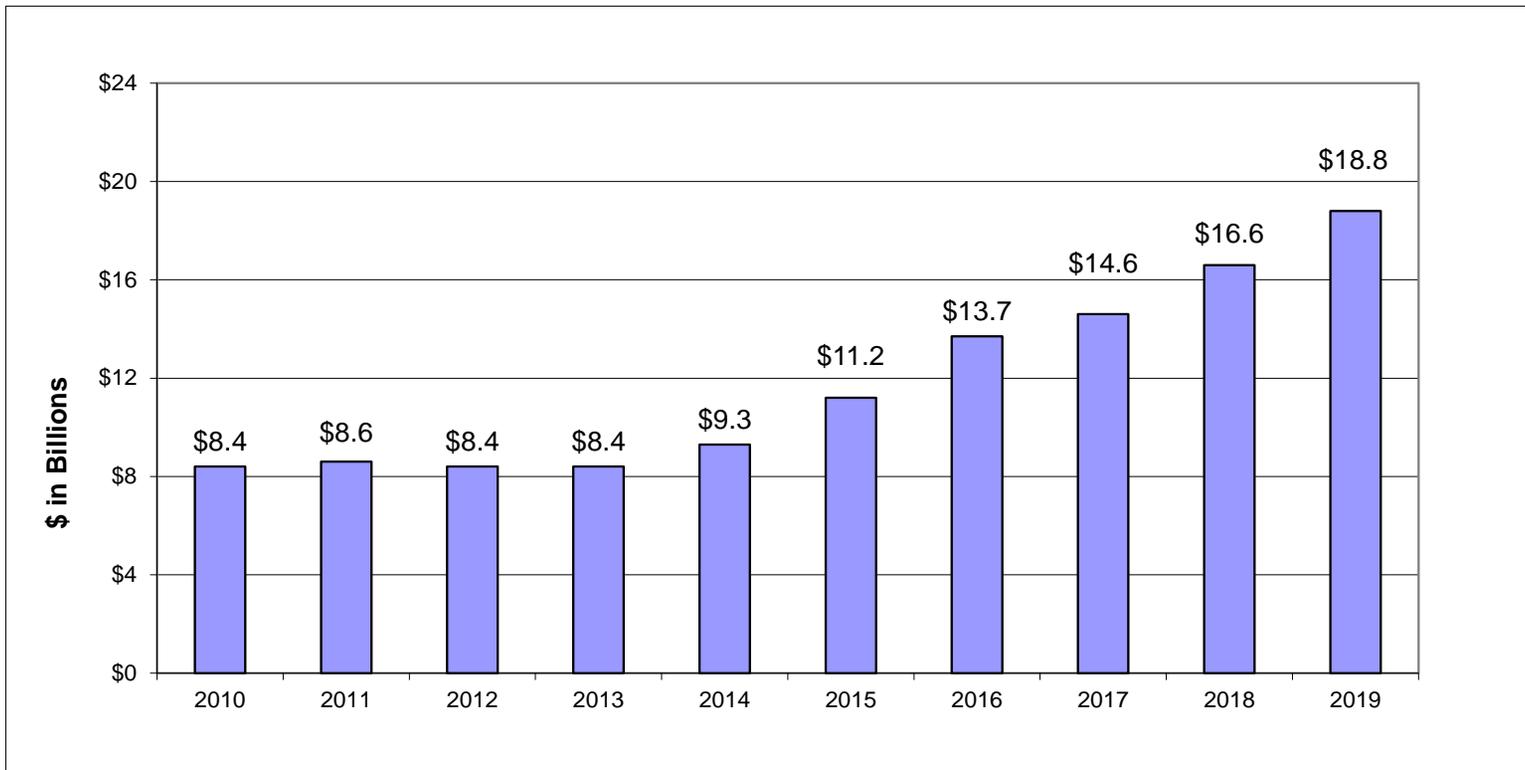
Exhibit 2
Property Tax: Levy Rate and Revenue History
(November 6, 2018)



Notes:

The 1% property tax levy increase allowed by State law has not been taken by the City for 2010 through 2019.
The Klahanie area was annexed in 2016.

**Exhibit 2
Assessed Valuation History
(November 6, 2018)**



Note: Klahanie annexation in 2016 added assessed value of \$1.88 billion.

Agenda Bill
 City Council Regular Meeting
 November 06, 2018



SUBJECT:	Consideration of a Memorandum of Understanding with STCA, LLC to develop the STCA Project - Phase I in the Sammamish Town Center.		
DATE SUBMITTED:	November 01, 2018		
DEPARTMENT:	Community Development		
NEEDED FROM COUNCIL:	<input checked="" type="checkbox"/> Action <input type="checkbox"/> Direction <input type="checkbox"/> Informational		
RECOMMENDATION:			
EXHIBITS:	1. Exhibit 1 - Ordinance O2018-467 2. Exhibit 2 - Draft Memorandum of Understanding		
BUDGET:			
Total dollar amount			<input type="checkbox"/> Approved in budget
Fund(s)			<input type="checkbox"/> Budget reallocation required
			<input type="checkbox"/> No budgetary impact
WORK PLAN FOCUS AREAS:			
<input type="checkbox"/> Transportation	<input type="checkbox"/> Community Safety		
<input type="checkbox"/> Communication & Engagement	<input checked="" type="checkbox"/> Community Livability		
<input type="checkbox"/> High Performing Government	<input checked="" type="checkbox"/> Culture & Recreation		
<input checked="" type="checkbox"/> Environmental Health & Protection	<input type="checkbox"/> Financial Sustainability		

NEEDED FROM COUNCIL:
 Consideration of a Memorandum of Understanding with STCA, LLC to develop the STCA Project - Phase I in the Sammamish Town Center.

KEY FACTS AND INFORMATION SUMMARY:
Summary Statement:
 On September 18, 2018, the City Council adopted Ordinance O2018-467, included as **Exhibit 1** for reference, to renew the development moratorium for an additional six months. This Ordinance included additional categorical exemptions from the preceding development moratorium Ordinance including one such exemption in Section (3)(r.) to provide for the acceptance of, "Permits and approvals within the Town Center (TC) Sub-Area Plan boundary for those properties which are subject to an executed Memorandum of Understanding (MOU) with the City of Sammamish."

STCA, LLC has engaged in negotiations with the City on a MOU for Phase I of its larger STCA Project in the Sammamish Town Center. The resulting draft MOU is included as **Exhibit 2** for City Council consideration. Phase I is proposed to consist of projects totaling approximately 500 residential units and 100,000 square feet of commercial and office space plus infrastructure improvements. Other elements of Phase I may include regional storm water management, solar generation as well as urban forest canopy renewal.

To execute a final draft of a MOU, City Council would need to provide direction on final details and pass a motion to authorize the Interim City Manager to sign a MOU. Should a MOU be executed, STCA, LLC would become immediately eligible to submit permits and approvals to the City for those properties identified on an accompanying MOU map within the TC Sub-Area Plan boundary.

Background:

The TC Sub-Area Plan was adopted in 2008, with implementing regulations adopted in late 2010 and early 2011. During the Sammamish Town Center planning process, there was extensive public outreach and participation, including more than 30 public meetings, open houses, surveys, design charrettes, and other public input opportunities.

The public process for the Sammamish Town Center resulted in a plan that ensures anticipated growth will occur in a way that contributes to the natural character and quality of life in Sammamish. In the City's current Comprehensive Plan adopted in 2015, the Sammamish Town Center absorbs a significant portion of anticipated residential and commercial growth and integrates compatible land uses while minimizing impacts to established neighborhoods.

The TC Sub-Area Plan is roughly bounded on the north by East Main Street, on south by SE 8th Street, on the east by 233rd Avenue and on the west by 222nd Street. The area also includes the 30-acre Sammamish Commons which is home to City Hall, Sammamish Community and Aquatic Center, Library and park.

To date, three project proposals have been permitted by the City totaling 326 residential units and approximately 136,000 square feet of commercial and office space plus infrastructure improvements.

FINANCIAL IMPACT:

N/A

OTHER ALTERNATIVES CONSIDERED:

N/A

RELATED CITY GOALS, POLICIES, AND MASTER PLANS:

[Sammamish Town Center Information and Resources](#)

**CITY OF SAMMAMISH
WASHINGTON**

ORDINANCE NO. O2018-467

AN ORDINANCE OF THE CITY OF SAMMAMISH, WASHINGTON, ADOPTING A RENEWAL OF A SIX-MONTH MORATORIUM ON THE ACCEPTANCE OF CERTAIN APPLICATIONS FOR LAND USE, DEVELOPMENT, AND BUILDING PERMITS OR APPROVALS WITHIN THE CITY OF SAMMAMISH; PROVIDING FOR SEVERABILITY; DECLARING AN EMERGENCY; AND ESTABLISHING AN EFFECTIVE DATE

WHEREAS, within the express terms of the Growth Management Act, the Washington State Legislature has specifically conferred upon the governing bodies of Washington cities the right to establish, adopt and renew moratoria related to land uses; and

WHEREAS, the City Council sees problems with development and growth in the City of Sammamish (“City”) under current regulations, is debating this growth in both general and specific ways, and finds that there may be adverse impacts on the City and its citizens; and

WHEREAS, as one specific but non-exhaustive example, the City Council is concerned about transportation concurrency under the Growth Management Act and related traffic impacts; and

WHEREAS, in continuing to address this specific concern, the City Council is considering and deliberating transportation concurrency and traffic impacts regularly on its City Council meeting agendas, has retained an experienced traffic engineering and consulting firm to provide substantial technical assistance in reviewing the City’s existing traffic model and related data, and is working toward the completion of amendments to its Comprehensive Plan and regulations; and

WHEREAS, on October 3, 2017, the City Council adopted emergency Ordinance O2017-445, which established a six-month moratorium on the acceptance of certain applications for land use, development and building permits or approvals; and

WHEREAS, on March 6, 2018 after completing a Public Hearing, the City Council adopted Ordinance O2018-458, which renewed the development moratorium for an additional six-month term because its work on transportation concurrency issues was not yet complete; and

WHEREAS, on September 11, 2018, the City Council passed a motion directing City staff to prepare an amendment to the Comprehensive Plan that would incorporate a revised intersections-only approach to measuring transportation LOS, and to further study and bring to the Council options for potentially incorporating road-segment capacity analysis into the City’s concurrency model; and

WHEREAS, the moratorium is currently set to expire on October 3, 2018, unless renewed;
and

WHEREAS, the previously declared emergency continues, and the City needs additional time to complete its analysis of possible amendments to the Comprehensive Plan and development regulations to address transportation concurrency and traffic impacts related to development and growth; and

WHEREAS, a Public Hearing was held on September 18, 2018 to receive testimony on a renewal of the moratorium; and

WHEREAS, to promote the public health, safety and welfare the City Council deems it appropriate to renew the moratorium on the acceptance of certain applications for land use, development and building permits or approvals for an additional six-month period effective at the expiration of the current moratorium period;

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

Section 1. Findings of Fact. The recitals set forth above are hereby adopted as the City Council's findings of fact in support of the moratorium renewal established by this Ordinance.

Section 2. Moratorium Renewed. As authorized by the Growth Management Act, RCW 36.70A.390 and RCW 35A.63.220, a moratorium is hereby renewed on the acceptance of applications for land use, development, and building permits or approvals ("Permit Applications") under the following Titles and Chapters of the Sammamish Municipal Code ("SMC"): Title 16, Building and Construction; Title 19A, Land Division; Title 21A, Development Code; Title 21B, Town Center Development Code; Title 25, Shoreline Management; Chapter 13.20, Surface Water Runoff Regulations; Chapter 14A.10, Concurrency; and Chapter 15.10, Flood Damage Prevention.

Section 3. Categorical Exemptions. The term "Permit Applications" shall not include applications for:

- a. Permits and approvals for churches, synagogues, and temples; health service uses; education service uses; park use; and day care facilities I and II (all as defined in chapters 21A.15 and 21A.20 SMC);
- b. Permits and approvals for additions or alterations to existing single-family residences including, but not limited to, carports/garages, decks, docks, electrical/mechanical/plumbing, interior building permits, exterior building permits, rockeries/retaining walls, spas/pools, sports courts;

- c. Permits and approvals for additions or alterations to existing multi-family residential and commercial structures when such additions or alterations do not result in the creation of new units, and permits for structures replacing pre-existing structures destroyed by fire or other unintentional casualty;
- d. Permits and approvals for new single-family homes, on any legally created lot;
- e. Permits and approvals for government facilities and structures including, but not limited to, streets, utilities, and surface water improvements;
- f. Permits and approvals for removal and replacement of significant trees;
- g. Permits and approvals for signs;
- h. Permits and approvals for accessory dwelling units;
- i. Permits and approvals for law enforcement, emergency medical, and disaster relief facilities, parking and storage;
- j. Permits and approvals of any type for properties outside of the Town Center zoning districts submitted on or before October 3, 2017, including those for which a pre-application meeting was completed with the City to the satisfaction of the Community Development Director and/or designee;
- k. Permits and approvals for development wholly comprised of “affordable housing units” as that term is defined in SMC 21B.75.060(1);
- l. Permits and approvals for Demolition;
- m. Permits and approvals for Clearing and Grading;
- n. Permits and approvals for a Boundary Line Adjustment (BLA);
- o. Permits and approvals for a Reasonable Use Exception (RUE) for any legally created lot resulting in a new single-family residence;
- p. Permits and approvals for Wireless Communication Facilities (WCF);

- q. Permits and approvals for standalone commercial uses and structures.
- r. Permits and approvals within the Town Center (TC) Sub-Area Plan boundary for those properties which are subject to an executed Memorandum of Understanding (MOU) with the City of Sammamish.
- s. Permits and approvals for preliminary Subdivisions and preliminary Short Plats.
- t. Permits and approvals for rezones involving matters previously docketed by Resolution.

Section 4. Vested Rights. The moratorium imposed in Section 2 of this Ordinance shall not apply to any rights that have vested prior to the effective date of this Ordinance.

Section 5. Effective Date and Duration of Moratorium. The renewed moratorium established in this Ordinance shall be in effect beginning on October 3, 2018, and shall continue in effect for a period of six (6) months thereafter, and shall automatically expire at the conclusion of that six-month period unless sooner repealed.

Section 6. Referral to the City Manager. The City Manager is hereby authorized and directed to study amendments to the City's Comprehensive Plan and regulations to address transportation concurrency and traffic impacts related to development and growth. The City Council requests that the City Manager and staff work diligently to complete this study and bring amendments forward to the Planning Commission and City Council for consideration as soon as possible, and not later than six-months from the adoption of this Ordinance.

Section 7. Severability. Should any section, paragraph, sentence, clause or phrase of this Ordinance, or its application to any person or circumstance, be declared unconstitutional or otherwise invalid for any reason, or should any portion of this Ordinance 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 Ordinance or its application to other persons or circumstances.

Section 8. Declaration of Emergency. This Ordinance, as a public emergency ordinance necessary for the protection of the public health, public safety, public property, and public peace, shall take effect and be in full force immediately upon its adoption. Pursuant to *Matson v. Clark County Board of Commissioners*, 79 Wn. App. 641, 904 P.2d 317 (1995), non-exhaustive underlying facts necessary to support this emergency declaration are included in the "WHEREAS" clauses, above, all of which are adopted by reference as findings of fact as if fully set forth herein.

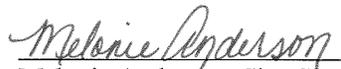
**ADOPTED BY THE CITY COUNCIL AT A REGULAR MEETING THEREOF
ON THE 18TH DAY OF SEPTEMBER, 2018.**

CITY OF SAMMAMISH



Mayor Christie Malchow

ATTEST/AUTHENTICATED:



Melonie Anderson, City Clerk

Approved as to form:



Michael R. Kenyon, City Attorney

Filed with the City Clerk:	
Public Hearing:	September 18, 2018
Passed by the City Council:	September 18, 2018
Date of Publication:	September 21, 2018
Effective Date:	October 3, 2018

**MEMORANDUM OF UNDERSTANDING BETWEEN THE
CITY OF SAMMAMISH AND STCA, LLC**

THIS MEMORANDUM OF UNDERSTANDING (“Agreement”) is made by and between the City of Sammamish, a municipal corporation of the State of Washington (“City”); and STCA, LLC, a Delaware Limited Liability Company (“STCA”), collectively referred to herein as the “Parties.”

I. RECITALS

A. In June 2008, the City adopted the Town Center Plan as a subarea plan within its Comprehensive Plan. This subarea plan implemented the City’s vision for a new “heart of the city” called the Town Center, with a balance of civic and community amenities, retail and office opportunities, residential choices, and environmental functions and values; and

B. The City implemented the Town Center Plan by adopting the Sammamish Town Center Infrastructure Plan and Town Center Development Code (Title 21B SMC) in 2010, and a Transfer of Development Rights (TDR) program in 2011 (Chapter 21A.80 SMC).

C. STCA seeks to develop real property located in the Town Center (the “STCA Project”) and the Parties recognize that an understanding as to the scope of Phase 1 of the STCA Project is in the parties’ mutual interest.

D. Each of the Parties is authorized to enter into this Agreement and carry out its terms and conditions as provided below.

II. AGREEMENT

A. Phase I of STCA Project.

1. Boundary of Phase 1. Phase 1 of the STCA Project (“Phase 1”) will be located somewhere within and include no more real property than the real property shown in the map attached hereto as EXHIBIT A (“Exhibit A Land”).

2. Residential Unit Count. The parties acknowledge that it will take multiple phases to fully develop the Exhibit A Land. STCA agrees to limit the number of residential units in its initial permit applications to no more than 506 (“Initial Unit Count”). The Parties acknowledge that the Initial Unit Count is not a limitation on the total number of units that can be built upon the Exhibit A Land during the life of the STCA Project. The Parties acknowledge that the residential units in STCA’s initial applications could, therefore, encompass less than all of the Exhibit A Land. At the time any Phase 1 applications or subsequent applications are submitted, the City will calculate density in accordance with its Code Interpretation dated May 2, 2017, to confirm compliance with the density limitations in the Town Center Development Code.

By way of example, the Initial Unit Count could be achieved within the Exhibit A Land property as follows (assuming a site survey, wetland study, or other verification does not alter

the assumption that EXHIBIT A depicts 10.84 acres in the TC A-1 zone, 6.12 acres in the TC-B zone, and 2.37 acres in the TC-C zone):

Zone	Allocated DU	Bonus / TDRs DU	Total DU
TC A-1:	173	258	431
TC B:	49	6	55
TC C:	10	10	20
TOTAL			506

The above example achieving a 506 total residential unit count is described in detail in Exhibit B attached hereto. The Parties acknowledge that the bonus dwelling units in the Town Center come from two categories: the affordable housing pool, SMC 21B.75.020(3), and TDR programs, SMC 21B.25.040(2). The Parties acknowledge that the Bonus/TDR Dwelling Units in the example above would rely on the affordable housing pool in SMC 21B.75.020(3) being no less than 193 and the use of approximately 20 King County TDRs purchased by STCA.

3. Commercial Square Footage. As shown in the table below, Phase 1 will include a maximum of one-hundred thousand (100,000) square feet of commercial development.

Project Name	Base Allocation	Commercial Development Capacity Bonus Pool	Total Phase 1 Commercial Area
TC A-1 Remaining Commercial Allocation	95,750 SF	39,250 SF	100,000 SF

B. Subsequent STCA Project Phases. STCA agrees not to apply for permits for additional phases of development in the Town Center beyond the Initial Unit Count or outside the Exhibit A Land until the earlier of: (1) a mutually executed Memorandum of Understanding for such additional phase, (2) the adoption by the Sammamish City Council of a Transportation Master Plan, or (3) August 31, 2019.

C. Additional STCA Project Topics. The Parties agree that the issues listed in (1) – (5) below are of significant interest to the STCA Project and worthy of further discussion. The Parties agree to continue discussions to focus and refine the terms for addressing each of these issues through appropriate mechanisms. Inclusion of these topics in this Agreement does not impact code requirements for Phase I of the STCA Project.

1. Green Spine. The Town Center subarea plan and Town Center Infrastructure plan locates the Green Spine within the TC A-1 zone or the Core Mixed-Use area of the Town Center. The Parties will endeavor to reach an agreement regarding the width and types of uses to be included in the Green Spine.

2. Urban Forest Canopy. The Parties will endeavor to reach an agreement regarding the percentage of tree canopy coverage to be provided post-Phase I development by retained trees and replanted trees.

3. Park-and-Ride/Transit. The Parties agree that the Town Center could be enhanced by a transit center. The Parties recognize that cooperation between the Parties and other regional transit authorities will be needed to investigate and provide for a permanent transit center in the Town Center. The Parties agree to participate in discussions with these third parties regarding same. The Parties also agree to discuss and investigate the inclusion of a temporary park-and-ride facility or transit center.

4. Regional Stormwater Facility. The Parties recognize the advantages that a regional stormwater facility may provide to the Town Center and the city as a whole. The Parties will continue to work cooperatively to determine the appropriate location for one or more regional storm water facilities.

5. Solar Power. The Parties acknowledge the benefits of solar power for the Town Center and STCA Project. The Parties will endeavor to reach agreement on the use of solar power whether it be as a demonstration project or otherwise.

D. Future Agreement(s). The Parties agree to negotiate in good faith the terms of a Development Agreement or other appropriate agreement(s) that include the issues and terms described in sections C.1. – C.5 above. The Parties will seek to present such agreement(s) to the City Council on or before March 31, 2019.

E. General Terms.

1. Relationship of parties. The Parties to this Agreement are independent and nothing in this Agreement is intended to create a partnership, joint venture or other entity.

2. No third-party beneficiaries. This Agreement is solely for the benefit of the Parties hereto, and no third-party shall be entitled to claim or enforce any rights hereunder except as specifically provided herein.

3. Severability. In the event any part of this Agreement is declared void or invalid, the remaining portions of this Agreement shall not be affected but shall remain in full force and effect.

4. Modification. The obligations of the Parties to this Agreement may not be modified, amended or waived except by written execution by all parties.

5. Execution in counterparts. This Agreement may be signed by one or more counterparts, including by facsimile, scanned or electronic signatures, each of which shall be considered an original, and all of which together shall constitute one instrument.

6. Entire agreement. The Parties hereto agree that this Agreement constitutes the only agreement between them regarding the issues addressed by this, and no oral representation nor prior writing extrinsic to this instrument shall have any force or effect. By negotiating and entering into this Agreement, neither party waives or relinquishes any legal rights or claims they may have.

7. Legal review. This Agreement has been reviewed and revised by legal counsel for all parties and no presumption or rule that ambiguity shall be construed against the party drafting the document shall apply to the interpretation of reinforcement of this Agreement. The Parties intend this Agreement to be interpreted to the full extent authorized by applicable law.

8. Jurisdiction and venue. This Agreement shall be interpreted, construed and enforced in accordance with the laws of the State of Washington. Venue for any action under this Agreement shall be King County, Washington.

9. Attachments. The Exhibits to this Agreement are incorporated into this Agreement.

IN WITNESS WHEREOF, the Parties have executed this Agreement.

CITY OF SAMMAMISH

STCA, LLC

Date: _____

Date: _____

Exhibit A: Town Center boundary map
Exhibit B: Residential unit calculations

Exhibit A

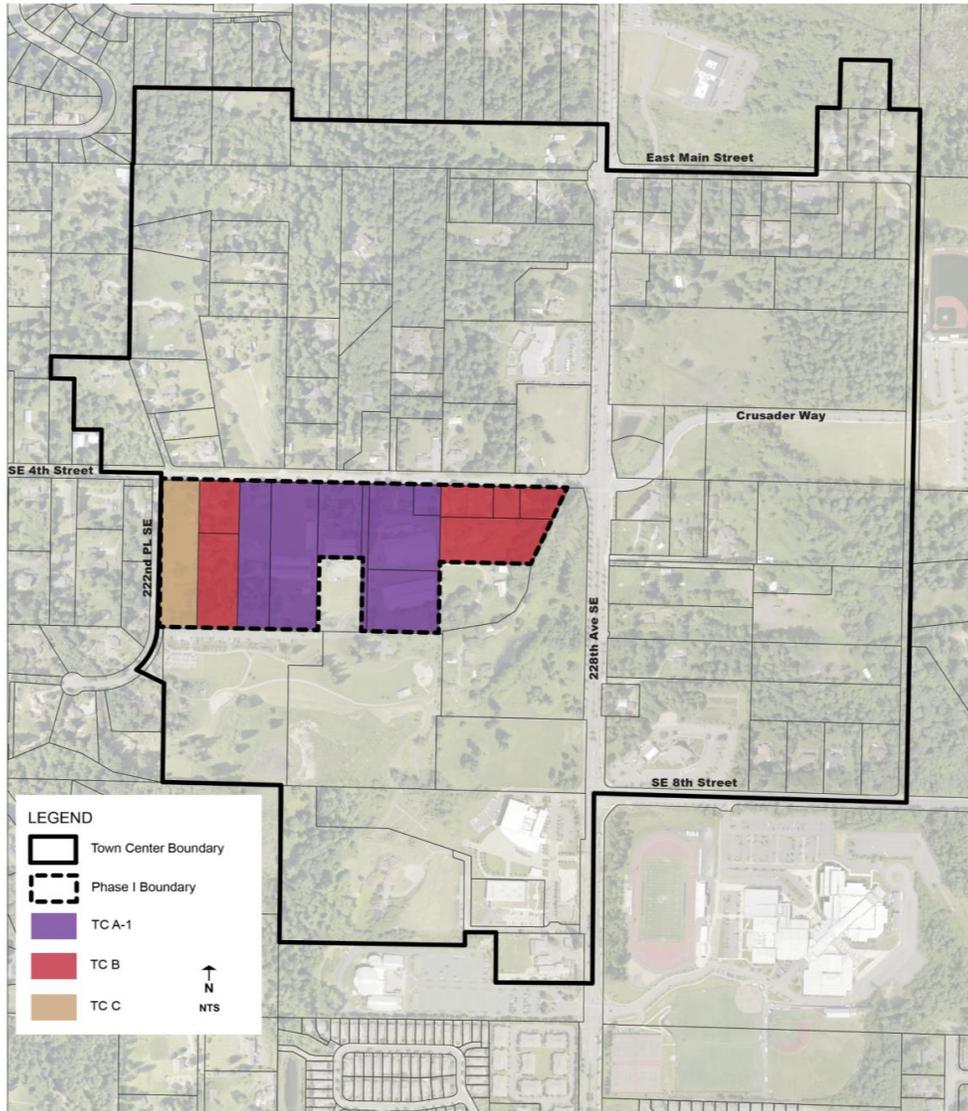


Exhibit B



Department of Community Development

801 228th Avenue SE ■ Sammamish, WA 98075 ■ phone: 425-295-0500 ■ fax: 295-295-0600 ■ web: www.sammamish.us

TOWN CENTER ZONE A

APPLICANT: STCA, LLC

TOTAL BUILDABLE AREA

10.84

STEP 1: Calculating Allocated Residential Density and Maximum Density			SMC Reference/Notes
ALLOCATED DENSITY:		UNITS	
1	Total Buildable Acreage	10.84	AC 21B.25.080 Calculations
2	Allocated Density	16	DU/AC 21B.25.030 Densities and dimensions
3	Total Allocated Residential Density	173	DU 21B.25.030(1) Densities and dimensions
4	Total Required Affordable Housing Units <i>(10% of Line 3)</i>	17	DU 21B.75.020(1) Basic density provisions
5	Total Base Market Units <i>(Line 3 - Line 4)</i>	156	DU
6	Total Additional Market Units to Meet Allowable Density <i>(Additional units req'd to meet allocated density, compensating for 0.5 DU/AC for required AHU)</i>	9	DU 21B.75.020(2) Basic density provisions
7	Total Allocated Density with AHDU Incentive	182	DU 21B.75.020(2) Basic density provisions
<i>Stop here if not seeking bonus residential units</i>			
MAXIMUM ALLOWABLE DENSITY:			
8	Total Buildable Acreage	10.84	AC
9	Max Residential Density	40	DU/AC 21B.25.070(2) Calculations
10	Total Max Residential Density	434	DU

STEP 2: Calculating Bonus Residential Units			SMC Reference/Notes
11	Bonus Units Available <i>(Number provided by the City)</i>	193	DU
12	Bonus Units Requested, Max <i>(Line 10 - Line 3)</i>	261	DU 21B.25.070(1)(2) Calculations
13	Bonus Units Requested	193	DU
14	Bonus Affordable Housing Units Available <i>(33.3% of Line 13)</i>	64	DU 21B.75.020 (3) Basic density provisions
15	Bonus Market Rate Housing Units Available <i>(66.6% of Line 13)</i>	129	DU 21B.75.020 (3) Basic density provisions
16	Bonus Residential Units Requested	193	DU

STEP 3: Calculating Total Residential Density (Allowable Density + Bonus Units)			SMC Reference/Notes
17	Affordable Housing Proposed <i>(line 4 + line 14)</i>	81	DU
18	Market Rate Units Proposed <i>(line 5 + line 15)</i>	285	DU
19	Total Residential Units	366	DU

STEP 4: Calculating Total King County TDRs			SMC Reference/Notes
20	Receiving Zone: A-Zone	5	DU 21A.80.090
21	Approved TDR Units	13	TDR
22	TDR Density	65	DU

STEP 5: Calculating Total City of Sammamish TDRs (TC-D) (CURRENTLY NOT AVAILABLE)			SMC Reference/Notes
23	Receiving Zone: A-Zone	1	DU 21B.25.040(2)(d)
24	Approved TDR Units	0	TDR
25	TDR Density	0	DU

STEP 6: Calculating Total Residential Density (Allowable Density + Bonus Units + TDRs)			SMC Reference/Notes
26	Step 3 Total:	366	DU
27	Step 4 Total:	65	DU
28	Step 5 Total:	0	DU
Total Residential Units Proposed:		431	DU

Information provided by the Applicant
Total Density Calculated

Exhibit B



Department of Community Development

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TOWN CENTER ZONE B

APPLICANT: STCA, LLC

TOTAL BUILDABLE AREA 6.12

STEP 1: Calculating Allocated Residential Density and Maximum Density			SMC Reference Notes
ALLOCATED DENSITY:		UNITS	
1	Total Buildable Acreage	6.12	AC 21B.25.080 Calculations
2	Allocated Density	8	DU/AC 21B.25.030 Densities and dimensions
3	Total Allocated Residential Density	49	DU 21B.25.030(1) Densities and dimensions
4	Total Required Affordable Housing Units <i>(10% of Line 3)</i>	5	DU 21B.75.020(1) Basic density provisions
5	Total Base Market Units <i>(Line 3 - Line 4)</i>	44	DU
6	Total Additional Market Units to Meet Allowable Density <i>(Additional units req'd to meet allocated density, compensating for 0.5 DU/AC for required AHU)</i>	3	DU 21B.75.020(2) Basic density provisions
7	Total Allocated Density with AHDU Incentive	52	DU 21B.75.020(2) Basic density provisions
<i>Stop here if not seeking bonus residential units</i>			
MAXIMUM ALLOWABLE DENSITY:			
8	Total Buildable Acreage	6.12	AC
9	Max Residential Density	20	DU/AC 21B.25.070(2) Calculations
10	Total Max Residential Density	122	DU

STEP 2: Calculating Bonus Residential Units			SMC Reference/Notes
11	Bonus Units Available <i>(Number provided by the City)</i>	0	DU <i>Bonus units have been exhausted (refer to TC-A density calculations)</i>
12	Bonus Units Requested, Max <i>(Line 10 - Line 3)</i>	73	DU 21B.25.070(1)(2) Calculations
13	Bonus Units Requested	0	DU
14	Bonus Affordable Housing Units Available <i>(33.3% of Line 13)</i>	0	DU 21B.75.020 (3) Basic density provisions
15	Bonus Market Rate Housing Units Available <i>(66.6% of Line 13)</i>	0	DU 21B.75.020 (3) Basic density provisions
16	Bonus Residential Units Requested	0	DU

STEP 3: Calculating Total Residential Density (Allowable Density + Bonus Units)			SMC Reference/Notes
17	Affordable Housing Proposed <i>(line 4 + line 14)</i>	5	DU
18	Market Rate Units Proposed <i>(line 5 + line 15)</i>	44	DU
19	Total Residential Units	49	DU

STEP 4: Calculating Total King County TDRs			SMC Reference/Notes
20	Receiving Zone: B-Zone	3	DU 21A.80.090
21	Approved TDR Units	2	TDR
22	TDR Density	6	DU

STEP 5: Calculating Total City of Sammamish TDRs (CURRENTLY NOT AVIALABLE)			SMC Reference/Notes
23	Sending Zone		21A.80.090
24	Receiving Zone: B		DU
25	Approved TDR Units	0	TDR
26	TDR Density	0	DU

STEP 6: Calculating Total Residential Density (Allowable Density + Bonus Units + TDRs)			SMC Reference/Notes
27	Step 3 Total:	49	DU
28	Step 4 Total:	6	DU
29	Step 5 Total:	0	DU
Total Residential Units Proposed:		55	DU

Information provided by the Applicant
 Total Density Calculated

Exhibit B



Department of Community Development

801 228th Avenue SE ■ Sammamish, WA 98075 ■ phone: 425-295-0500 ■ fax: 295-295-0600 ■ web: www.sammamish.us

TOWN CENTER ZONE C

APPLICANT: STCA, LLC

TOTAL BUILDABLE AREA

2.37

STEP 1: Calculating Allocated Residential Density and Maximum Density			SMC Reference Notes
ALLOCATED DENSITY:		UNITS	
1 Total Buildable Acreage	2.37	AC	21B.25.080 Calculations
2 Allocated Density	4	DU/AC	21B.25.030 Densities and dimensions
3 Total Allocated Residential Density	9	DU	21B.25.030(1) Densities and dimensions
4 Total Required Affordable Housing Units (10% of Line 3)	1	DU	21B.75.020(1) Basic density provisions
5 Total Base Market Units (Line 3 - Line 4)	8	DU	
6 Total Additional Market Units to Meet Allowable Density (Additional units req'd to meet allocated density, compensating for 0.5 DU/AC for required AHU)	1	DU	21B.75.020(2) Basic density provisions
7 Total Allocated Density with AHDU Incentive	10	DU	21B.75.020(2) Basic density provisions
<i>Stop here if not seeking bonus residential units</i>			
MAXIMUM ALLOWABLE DENSITY:			
8 Total Buildable Acreage	2.37	AC	
9 Max Residential Density	8	DU/AC	21B.25.070(2) Calculations
10 Total Max Residential Density	19	DU	

STEP 2: Calculating Total Residential Density			SMC Reference/Notes
11 Affordable Housing Proposed	1	DU	
12 Market Rate Units Proposed	9	DU	
13 Total Residential Units	10	DU	

STEP 3: Calculating Total King County TDRs			SMC Reference/Notes
14 Receiving Zone: C-Zone	2	DU	21A.80.090
15 Approved TDR Units	5	TDR	
16 TDR Density	10	DU	

STEP 4: Calculating Total City of Sammamish TDR Program (CURRENTLY NOT AVAILABLE)			SMC Reference/Notes
17 Sending Zone			21A.80.090
18 Receiving Zone: C		DU	
19 Approved TDR Units		TDR	
20 TDR Density	0	DU	

STEP 5: Calculating Total Residential Density (Allowable Density + TDRs)			SMC Reference/Notes
21	Step 2 Total:	10	DU
22	Step 3 Total:	10	DU
23	Step 4 Total:	0	DU
Total Residential Units Proposed:		20	DU

Information provided by the applicant or City
Total Density Calculated

COUNCIL REPORT – MAYOR MALCHOW

NOVEMBER 6, 2018

10/17/18 ATTENDED LEGISLATIVE COMMITTEE MEETING

- Legislative Committee meeting minutes are included in this Council packet. Staff, CM Valderrama & I spoke with one of our lobbyists in forming what Mike Sugg emailed the committee for draft priorities for Council consideration. I'll default to the Chair (CM Valderrama) for further details on how we arrived at these draft policies & why:

[DRAFT 2019 Legislative Priorities](#)

[DRAFT 2019 Legislative Priorities – Additional Priorities](#)

10/18/18 MET WITH ISSAQUAH MAYOR FOR INFORMATION SHARING

- I met with Issaquah Mayor, Mary Lou Pauly to discuss on-goings in the two cities. Biggest takeaway is relative to Issaquah School District impact fee adoption. Issaquah plans to take up an ordinance to charge not what the district presents, but what they can based on the 50% reduction from the County only.

10/25/18 ATTENDED PSRC EXECUTIVE BOARD MEETING

- 2019-2022 TIP adopted at \$6.4B. The TIP includes [377 projects](#) in the region near-term. It also includes the projects selected in 2018 to receive \$533M in PSRC funds. You'll recall a previous email I sent, Sammamish is the recipient of funding from PSRC. That \$605,750 is for Sammamish, WSDOT, King Co. ITS projects. ITS amounts to less than 1% of the total TIP. 71.3% is for construction, 4.7% is for preliminary engineering/design, 3.4% is ROW, 20% is equipment, etc.

- I want to provide exact details of our PSRC funding for ITS:**

Location: 228th Ave NE - Sahalee Way NE - SR 202

Description: Sammamish: Add fiber optic communications from NE 12th PI to the N city limits. Add ASCT for the signals from NE 12th PI to NE 37th Way, with connections to WSDOT's Traffic Buster's System (TBS). A Traffic Management Center (TMC) will be created in City Hall. King County (KC): Add fiber optic communications from the N Sammamish City limits to SR 202. Connects the KC and WSDOT TMC's to the City. WSDOT: Interconnection on SR 202 from 244th Ave NE to 192nd Dr NE to bring them onto the WSDOT Central system. Installs trunk on SR 202 from Sahalee Way NE to 244th Ave NE, and a communication hub to TBS. Equip intersections with traffic video cameras. Intersections of SR 202 and Sahalee Way and 236th will be upgraded to have Flashing Yellow Arrows. Construction of this project will occur in 2 phases. Phase I (currently funded) is the Sammamish ITS portion from NE 12th PI to north city limit on Sahalee Way NE. Phase II is the KC ITS portion from N city limit on Sahalee Way NE to SR 202.

Total Project Cost: \$2,202,320

- Of note: [GMPB](#) is due to meet on November 1st (this report was sent before 11/1). I do not serve on this committee, but they will tackle bookends on 3 alternatives to deal with the region's growth relative to the Vision. There will be a supplemental EIS, which is a continuation of modifying the existing plan. It looks like they are going to look at 3 options for the future for the region (which is King, Snohomish & Pierce Counties).
 1. **No action alternative:** what the growth pattern looks like, no changes to the Vision 2050. This extends Vision 2040 growth assumptions to 2050.
 2. **Transit Focused Growth:** Instead of what we have for population/jobs currently, GMPB is looking to see what happens if we moved the population densities around high capacity transit/light rail station, focusing the growth there, and not other parts of the region.
 3. **Dispersed Urban Growth:** Distributes growth broadly across urban growth areas
 4. **Forward from 2017:** Resets Vision 2040 growth assumptions to a 2017 base
→ This process will involve SCA so that we can give greater input on these alternatives. Clearly whatever approach they take will impact Sammamish's growth targets for our next Comp Plan update.

11/1/18 JOINT MEETING: ISSAQUAH/SAMMAMISH

This report was emailed to staff prior to this joint meeting. I will report out any pertinent information.

11/6/18 NORTH END MAYORS MEETING

I will report out anything pertinent from this meeting at the 11/6/18 Council meeting.

Agenda Bill

City Council Regular Meeting
November 06, 2018



SUBJECT:	Resolution: 2019 Legislative Priorities		
DATE SUBMITTED:	October 31, 2018		
DEPARTMENT:	City Manager's Office		
NEEDED FROM COUNCIL:	<input checked="" type="checkbox"/> Action <input type="checkbox"/> Direction <input type="checkbox"/> Informational		
RECOMMENDATION:	Approve the Resolution (Exhibit 1).		
EXHIBITS:	1. Exhibit 1 - Resolution		
BUDGET:			
Total dollar amount		<input type="checkbox"/>	Approved in budget
Fund(s)		<input type="checkbox"/>	Budget reallocation required
		<input checked="" type="checkbox"/>	No budgetary impact
WORK PLAN FOCUS AREAS:			
<input checked="" type="checkbox"/> Transportation	<input type="checkbox"/> Community Safety		
<input type="checkbox"/> Communication & Engagement	<input checked="" type="checkbox"/> Community Livability		
<input checked="" 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 City Council approve the Resolution for the 2019 Legislative Priorities?

KEY FACTS AND INFORMATION SUMMARY:

Summary
Toward the end of each year, the City Council adopts legislative priorities for the next year's State legislative session. These priorities help provide the direction and focus needed to influence legislation at the State level for the benefit of Sammamish residents.

The Legislative Committee, staff and the City's lobbyists have been working diligently to develop a recommended list of 2019 priorities (Exhibit 1). If the Council is comfortable with this recommendation, staff would suggest approving the Resolution on November 6 so that the City's lobbyists can begin preparing for the upcoming legislative session.

Once approved by the Council, the City Manager and lobbyists will communicate the priorities to legislators representing Sammamish and make the document available to other interested parties.

Background

On September 19, 2018, the Legislative Committee met with staff and the City's lobbyists to brainstorm potential legislative priorities for the 2019 session. Much of the discussion revolved around the City's [2018 priorities](#) and the topics that were previously "[parked](#)" in favor of a more focused list of priorities. The following topics were discussed:

1. Salmon Passage Culvert Improvement Grants (*2018 priority*)
2. Park District Annexation Double Taxation (*2018 priority*)
3. Metro Monopoly Lift (*2018 priority*)
4. Condominium Liability Reform (*parked item*)
5. Transportation Funding for City Needs (*parked item*)

On October 2, this discussion was brought to the full Council, who supported the inclusion of a transportation funding request on the 2019 list. To determine which projects should be included, the Council directed staff to develop a list of "shovel-ready" and "design-ready" projects eligible for State funding. Separately, the Council also discussed using the same "SAM" acronym for 2019 as was used in the 2018 priorities graphic.

With direction from Council, the Legislative Committee met on October 17 to finalize their recommendation. Staff presented a [memo](#) containing the Council-requested information regarding transportation and culvert projects. Initially the Committee discussed including design of Issaquah-Pine Lake Road as a funding request. However, that project is already funded, so there was no specific ask the City could make. For the remaining projects, the lobbyists suggested the City include an accounting of project cost and budget, showing the remaining need. The requested funding amount is about half of the remaining need to show that the City has "skin in the game."

Please note that the City also participates in the development or review of priorities for other groups, such as the [Association of Washington Cities \(AWC\)](#), [Sound Cities Association \(SCA\)](#), [Eastside Transportation Partnership \(ETP\)](#) and [Eastside Human Services Forum \(EHSF\)](#). The priorities of these groups have been incorporated into the City's list by reference.

FINANCIAL IMPACT:

N/A

OTHER ALTERNATIVES CONSIDERED:

The City Council can:

- Approve the Legislative Committee's recommendation (with amendments, if necessary);
- Direct the Legislative Committee to continue working on the priorities, which would delay the timeline resulting in less time for the lobbyists to prepare for the 2019 session; or
- Decide not to adopt legislative priorities for 2019 (not recommended).

**CITY OF SAMMAMISH
WASHINGTON
RESOLUTION NO. R2019-_____**

**A RESOLUTION OF THE CITY OF SAMMAMISH CITY
COUNCIL ADOPTING LEGISLATIVE PRIORITIES FOR 2019**

WHEREAS, the City of Sammamish has an interest in influencing the development and amendment of state laws that affect the provision of City services, the construction of City facilities, and the associated revenues and costs; and

WHEREAS, to provide City services and facilities in the most efficient and cost-effective manner, the City of Sammamish should communicate its priorities and interests to state legislators and other interested parties; and

WHEREAS, the legislative priorities attached to this Resolution reflect the needs and interests of the residents and businesses in the City of Sammamish.

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

The legislative priorities described in "Attachment A" are hereby adopted. The City Manager shall provide these priorities to legislators in Legislative Districts 5, 41 and 45 prior to the start of the 2019 session and to other interested parties upon request.

**PASSED BY THE CITY COUNCIL AT A SPECIAL MEETING THEREOF ON
THE _____ DAY OF NOVEMBER, 2019.**

CITY OF SAMMAMISH

Mayor Christie Malchow

ATTEST/AUTHENTICATED:

Melonie Anderson, City Clerk

Approved as to form:

Michael R. Kenyon, City Attorney

Filed with the City Clerk:
Passed by the City Council:
Resolution No.:

City of Sammamish

2019 Legislative Priorities



Salmon Passage Culvert Improvement Grants

Many culverts in the City and across the state were designed in a way that created barriers for fish passage. Extensive scientific research has confirmed that these culverts are harmful to fish and that significant benefits are realized when they are replaced using modern design standards and the latest construction techniques. The City requests **\$1.30 million** in grant funding for the following projects, both of which are identified in the Lake Washington/Cedar/Sammamish Watershed (WRIA 8) Four Year Work Plan:

George Davis Creek Culvert Improvements (\$500K)

Removal of two fish passage barriers, which will open up access to over 0.5 mile of newly accessible, undeveloped, ideal habitat for kokanee salmon.

Project Estimate: \$3.5M | Budgeted: \$2.45M | Needed: \$1.05M | Requested from State: \$500K

Ebright Creek Culvert Improvements (\$800K)

Removal of a partial fish passage barrier. This creek is one of three remaining primary streams in which native Lake Sammamish kokanee have been observed.

Project Estimate: \$2.0M | Budgeted: \$350K | Needed: \$1.65M | Requested from State: \$800K

A

Accessibility

Roads: Sammamish inherited a backlog of rural infrastructure upon incorporation in 1999. Updating rural roads into urban streets has become a top priority of the City as regional growth strains capacity. To assist with improvements, the City requests **\$1.35 million** in funding for the following transportation project:

Issaquah-Fall City Road Improvements (\$1.35M)

Improve traffic flow and add multimodal improvements (e.g. bike lanes). This road serves multiple jurisdictions and acts as a link between I-90 and SR 202.

Project Estimate: \$26.0M | Budgeted: \$23.3M | Needed: \$2.7M | Requested from State: \$1.35M

Transit: Sammamish is currently scheduled to receive a 200-stall park and ride, with no increase in transit service, as part of ST3. This level of investment is far too low considering the significant tax contribution by city residents. The City requests that the State consider Sammamish's transit needs, including new express bus service and increased bus service to and from the planned light rail stations in Issaquah and Redmond.

M

Metro Monopoly Lifted

Nearly 97% of Sammamish workers commute outside of the city for work. Limited public transportation options exist in Sammamish, so most residents are forced to commute in personal cars, exacerbating regional traffic issues. Alternative options are needed, but State regulations limit the City's ability to partner with private sector providers to supplement Metro services. The City requests that the State Legislature take measures to lift the King County Metro/Sound Transit monopoly and amend State law so that public/private partnerships may be formed to provide shuttle services.

Additional priorities supported by the City of Sammamish include:**Ending the double taxation of annexed park district areas**

There is no mechanism in State law allowing unincorporated properties annexed into a city to be removed from park district taxation, even though the municipality is then responsible for providing parks services. This results in double taxation to the homeowner. Ideally this should be treated similarly to annexations from a fire district to a City. The operating property tax levy should shift to the city and any bonded debt should remain with the property until extinguished.

Condominium Liability Reform

The current regulatory environment for condominium construction in Washington state places significant liability on builders, making it prohibitively costly to bring condominiums to market at an affordable price point. The City supports condominium liability reform to remove obstacles for constructing this affordable housing type.

The City strongly encourages the State Legislature to also support the priorities identified by:

- Association of Washington Cities (AWC)
- Sound Cities Association (SCA)
- Eastside Human Services Forum (EHSF)
- Eastside Transportation Partnership (ETP)

Agenda Bill
 City Council Regular Meeting
 November 06, 2018



SUBJECT:	Contract: City Manager Recruitment	
DATE SUBMITTED:	October 31, 2018	
DEPARTMENT:	City Manager's Office	
NEEDED FROM COUNCIL:	<input checked="" type="checkbox"/> Action <input type="checkbox"/> Direction <input type="checkbox"/> Informational	
RECOMMENDATION:	Authorize the City Manager to execute a contract with Colin Baenziger & Associates in an amount not to exceed \$26,500.	
EXHIBITS:	1. Exhibit 1 - Contract	
BUDGET:		
Total dollar amount	\$26,500	<input checked="" type="checkbox"/> Approved in budget
Fund(s)	001-011-511-60-41-01	<input type="checkbox"/> Budget reallocation required
		<input type="checkbox"/> No budgetary impact
WORK PLAN FOCUS AREAS:		
<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:

Should the Council approve a contract with Colin Baenziger & Associates for recruitment of a permanent city manager?

KEY FACTS AND INFORMATION SUMMARY:

On September 11, 2018, the City Council reviewed and approved the release of an RFP to find an executive search firm to provide city manager recruitment services. Staff subsequently released the RFP and received six proposals in response.

On October 2, the Council appointed a subcommittee composed of Deputy Mayor Moran and Councilmembers Ross and Stuart to review the proposals. The subcommittee members and staff individually reviewed each proposal and met to discuss scoring. All reviewers had the same firms among their top three, which were (in no particular order):

- Colin Baezinger & Associates;
- The Novak Consulting Group; and
- Strategic Government Resources.

As there was unanimous agreement on the top three firms, the subcommittee recommended interviews be the next step in the process. Prior to scheduling interviews, the subcommittee sent an update to the full Council, including all proposals, and provided an opportunity to express any concerns before moving forward. No concerns were received, so the subcommittee scheduled interviews.

On October 25, the subcommittee and staff, with Councilmember Ross absent, interviewed the top three firms. Two firms stood out to the interview panel - Colin Baenziger & Associates (CB&A) and The Novak Consulting Group (Novak). Five panelists preferred CB&A. One panelist preferred Novak.

Based on the majority recommendation, staff prepared a contract with CB&A (Exhibit 1) for the Council's consideration. Subcommittee members will be prepared to answer questions about the evaluation process during the meeting on November 6.

FINANCIAL IMPACT:

The contract with Colin Baenziger & Associates (Exhibit 1) is not to exceed \$26,500. Funding for this project is currently allocated in the preliminary budget within the City Council Department, line item 001-011-511-60-41-01.



CONTRACT NUMBER

801 228th Avenue SE • Sammamish, WA 98075 • Phone: 425-295-0500 • Fax: 425-295-0600 • Web: www.ci.sammamish.us

AGREEMENT FOR SERVICES

	Yes	No	
Insurance Required	<input checked="" type="checkbox"/>	<input type="checkbox"/>	If Yes – See Paragraph 6

This Agreement is made and entered, by and between the City of Sammamish, Washington, a Washington municipal corporation, hereinafter referred to as the "City," and

Consultant Name: Colin Baenziger & Associates, hereinafter referred to as the "Consultant."

Project Description: City Manager Recruitment

Commencing: November 7, 2018

Terminating: December 31, 2019

WHEREAS, the City desires to have certain services performed for its citizens; and
 WHEREAS, the City has selected the Consultant to 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 Consultant.** The Consultant shall perform those services described in Exhibit "A" of this agreement. Consultant shall perform all services diligently and completely and in accordance with professional standards of conduct and performance and shall comply with all federal, state and local laws and regulations applicable to the performance of such services.
- 2. Contract Documents.** The Agreement consists of the following documents, which are all incorporated by reference:
 - a) This Agreement and all exhibits attached thereto;
 - b) The Request for Proposal, Request for Qualifications, Invitation to Bid, or other City-issued request for project submittals
 - c) The submitted project quote, bid or proposal
 - d) All documents required under this Agreement, including but not limited to documentation evidencing insurance, if applicable
 - e) W-9 Request for Taxpayer Identification #
 - f) Scope of Work

The intent of these documents is to include all labor, materials, appliances and services of every kind necessary for the proper execution of the Work, and the terms and conditions of payment therefore. The documents are to be considered as one, and whatever is called for by any one of the documents shall be as binding as if called for by all.
- 3. Payment.** The City shall pay the Consultant for the Work rendered according to the following procedures and subject to the following requirements.

<u>The City shall pay the Consultant:</u>	Fill in applicable method of payment	
	YES	NO
According to the rates set forth in "Exhibit A"	<input type="checkbox"/>	<input type="checkbox"/>
A sum not to exceed: (incl W.S.S.T., if applicable)	\$26,500	
Other (ex. Hourly):	\$	



3.1 The Consultant shall submit invoices to the **City of Sammamish Accounts Payable Department**, ap@sammamish.us for the work performed. The City agrees to pay the Consultant for the actual work completed to the satisfaction of the City and in conformance with this Contract. The City shall pay the Consultant for services satisfactorily rendered with ten days after City Council approval of each such payment.

3.2 The Consultant shall complete and return the attached Form W-9, "Request for Taxpayer Identification Number" prior to or along with the first invoice submittal. In order for you to receive payment from the City of Sammamish, they must have either a Tax Identification Number or a Social Security Number. The Internal Revenue Service Code requires a Form 1099 for payments to every person or organization other than a corporation for services performed in the course of trade or business. Further, the law requires the City to withhold 20% on reportable amounts paid to unincorporated persons who have not supplied us with their correct Tax Identification Number or Social Security Number.

3.3 If during the course of the Contract, the work rendered does not meet the requirements set forth in the Contract, the Consultant shall correct or modify the required work to comply with the requirements of the Contract. The City shall have the right to withhold payment for such work until it meets the requirements of the Contract. No payment shall be made for any work performed by the Consultant except for the work identified and set forth in this Contract.

4. Termination

4.1 This City reserves the right to terminate or suspend this Agreement at any time, with or without cause, upon seven days prior written notice. In the event of termination or suspension, all finished or unfinished documents, data, studies, worksheets, models, reports or other materials prepared by the Consultant pursuant to this Agreement shall promptly be submitted to the City

4.2 In the event this Agreement is terminated or suspended, the Consultant shall be entitled to payment for all services performed and reimbursable expenses incurred to the date of termination

4.3 This Agreement may be cancelled immediately if the Consultant's insurance coverage is canceled for any reason, or if the Consultant is unable to perform the services called for by this Agreement.

4.4 The Consultant reserves the right to terminate this Agreement with not less than fourteen days written notice, or in the event that outstanding invoices are not paid within sixty days.

4.5 This provision shall not prevent the City from seeking any legal remedies it may otherwise have for the violation or nonperformance of any provisions of this Agreement.

5. Indemnification/Hold Harmless.

5.1 Consultant shall defend, indemnify and hold the City, its officers, officials, employees and volunteers harmless from any and all claims, injuries, damages, losses or suits including attorney fees, arising out of or resulting from the acts, errors or omissions of the Consultant in performance of this Agreement, except for injuries and damages caused by the sole negligence of the City.

5.2 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 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, including the duty and cost to defend, hereunder shall be only to the extent of the Consultant's negligence.



5.3 It is further specifically and expressly understood that the indemnification provided herein constitutes the Consultant's waiver of immunity under Industrial Insurance, Title 51 RCW, solely for the purposes of this indemnification. This waiver has been mutually negotiated by the parties. The provisions of this section shall survive the expiration or termination of this Agreement.

6. Insurance. (If applicable) The Consultant shall procure and maintain insurance as required in this section, without interruption from commencement of the Consultant's work through the term of the Contract and for thirty (30) days after physical completion date, unless otherwise indicated herein. Any payment of deductible or self-insured retention shall be the sole responsibility of the Consultant.

6.1 No Limitation. Consultant's maintenance of insurance, its scope of coverage and limits as required herein shall not be construed to limit the liability of the Consultant to the coverage provided by such insurance, or otherwise limit the Public Entity's recourse to any remedy available at law or in equity

6.2 Minimum Scope of Insurance. Consultant required insurance shall be of the types and coverage as stated below:

- a) Automobile Liability insurance covering all owned, non-owned, hired and leased vehicles. Coverage shall be at least as broad as Insurance Services Office (ISO) form CA 00 01.
- b) Commercial General Liability insurance shall be at least as broad as ISO occurrence form CG 00 01 and shall cover liability arising from premises, operations, independent contractors, products-complete operations, stop gap liability, personal injury and advertising injury. The Public Entity shall be named as an additional insured under the Contractor's Commercial General Liability insurance policy with respect to the work performed for the Public Entity using ISO [Additional Insured endorsement CG 20 10 10 01](#).
- c) Workers' Compensation coverage as required by the Industrial Insurance laws of the State of Washington.
- d) Professional Liability insurance appropriate to the Consultant's profession.

6.3 Minimum Amounts of Insurance. Consultant shall maintain the following insurance limits:

- a) Automobile Liability insurance with limits no less than \$1,000,000 combined single limit per accident for bodily injury and property damage;
- b) Commercial General Liability insurance written on an occurrence basis with limits no less than \$1,000,000 combined single limit per occurrence and \$2,000,000 aggregate for personal injury, bodily injury and property damage.
- c) Worker's Compensation insurance at the limits established by the State of Washington.
- d) Professional Liability insurance (if any) shall be written with limits no less than \$1,000,000 per claim and \$1,000,000 policy aggregate limit.

6.4 Public Entity Full Availability of Consultant Limits. If the Consultant maintains higher insurance limits than the minimums shown above, the Public Entity shall be insured for the full available limits of Commercial General and Excess or Umbrella liability maintained by the Consultant, irrespective of whether such limits maintained by the Consultant are greater than those required by this contract or whether any certificate of insurance furnished to the Public Entity evidences limits of liability lower than those maintained by the Consultant.

6.5 Other Insurance Provision. The Contractor's Automobile Liability and Commercial General Liability insurance policies are to contain or be endorsed to contain that they shall be primary insurance as respect the Public Entity. Any insurance, self-insurance, or self-insured pool coverage maintained by the Public Entity shall be excess of the Contractor's insurance and shall not contribute with it.

6.6 Acceptability of Insurers. Insurance is to be placed with insurers with a current A.M. Best rating of not less than A: VII.

6.7 Verification of Coverage. Consultant shall furnish the Public Entity with original certificates and a copy of the amendatory endorsements, including but not necessarily limited to the additional insured endorsements, evidencing the insurance requirements of the Consultant before commencement of the work. Upon request by the Public Entity, the Consultant shall furnish certified copies of all required insurance policies, including endorsements, required in the contract and evidence of all subcontractors' coverage.



6.8 Notice of Cancellation. The Consultant shall provide the Public Entity and all Additional Insureds for this work with written notice of any policy cancellation within two business days of their receipt of such notice.

6.9 Failure to Maintain Insurance. Failure on the part of the Consultant to maintain the insurance as required shall constitute a material breach of contract, upon which the Public Entity may, after giving five (5) business days' notice to the Consultant to correct the breach, immediately terminate the contract or, at its discretion, procure or renew such insurance and pay any and all premiums in connection therewith, with any sums so expended to be repaid to the Public Entity on demand, or at the sole discretion of the Public Entity, offset against funds due the Consultant from the Public Entity.

7. Independent Contractor. The Consultant and the City agree that the Consultant is an independent contractor with respect to the services provided pursuant to this Agreement. The Consultant will solely be responsible for its acts and for the acts of its agents, employees, sub consultants, or representatives during the performance of this Agreement. Nothing in this Agreement shall be considered to create the relationship of employer and employee between the parties hereto.

8. Non-Discrimination. The Consultant shall not discriminate against any employee, applicant for employment, or any person seeking the services of the Consultant under this Agreement, on the basis of race, color, religion, creed, sex, age, national origin, marital status, or presence of any sensory, mental, or physical handicap.

9. Non-Endorsement: As a result of the selection of a consultant to supply services to the City, the Consultant agrees to make no reference to the City in any literature, promotional material, brochures, sales presentation or the like without the express written consent of the City.

10. Non-Collusion: By signature below, the Consultant acknowledges that the person, firm, association, co-partnership or corporation herein named, has not either directly or indirectly entered into any agreement, participated in any collusion, or otherwise taken any action in restraint of free competitive bidding in the preparation or submission of a proposal to the City for consideration in the award of a contract on the specifications contained in this Contract.

11. Wages and Other Costs. The City assumes no responsibility for the payment of any compensation, wages, benefits or taxes owed by the Consultant by reason of this Agreement. The Consultant shall indemnify and hold the City, its officers, agents, and employees harmless against all liability and costs resulting from the Consultant's failure to pay any compensation, wages, benefits or taxes.

12. Waiver. Waiver by the City of any breach of any term or condition of this Agreement shall not be construed as a waiver of any other breach.

13. Assignment and Subcontract. The Consultant shall not assign or subcontract any portion of the services contemplated by this Agreement without the prior written consent of the City.

14. Conflict of Interest. The City insists on the highest level of professional ethics from its consultants. Consultant warrants that it has performed a due diligence conflicts check, and that there are no professional conflicts with the City. Consultant warrants that none of its officers, agents or employees is now working on a project for any entity engaged in litigation with the City. Consultant will not disclose any information obtained through the course of their work for the City to any third party, without written consent of the City. It is the Consultant's duty and obligation to constantly update its due diligence with respect to conflicts, and not the City's obligation to inquire as to potential conflicts. This provision shall survive termination of this Agreement.

15. Confidentiality. All information regarding the City obtained by the Consultant in performance of this Agreement shall be considered confidential. Breach of confidentiality by the Consultant shall be grounds for immediate termination.

16. Non-appropriation of Funds. If sufficient funds are not appropriated or allocated for payment under this Agreement for any future fiscal period, the City will so notify the Consultant and shall not be obligated to make payments for services or amounts incurred after the end of the current fiscal period. This Agreement will terminate upon the completion of all remaining services for which funds are allocated. No penalty or expense shall accrue to the City in the event that the terms of the provision are effectuated.



17. 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 of the parties. Either party may request changes to the Agreement. Changes which are mutually agreed upon shall be incorporated by written amendments to this Agreement.

18. Record Keeping and Reporting.

- 18.1 The Consultant at such times and in such forms as the City may require, shall furnish to the City such statements, records, reports, data, and information as the City may request pertaining to matters covered by this Agreement. All of the reports, information, data, and other related materials, prepared or assembled by the Consultant under this Agreement and any information relating to personal, medical and financial data will be treated as confidential only as allowed by Washington State laws regarding disclosure of public information, [Chapter 42.56, RCW](#)
- 18.2 The Consultant shall at any time during normal business hours and as often as the City may deem necessary, make available for examination all of its records and data with respect to all matters covered, directly or indirectly, by this Agreement and shall permit the City or its designated authorized representative to audit and inspect other data relating to all matters covered by this Agreement. The City shall receive a copy of all audit reports made by the agency or firm as to the Consultant's activities. The City may, at its discretion, conduct an audit, at its expense, using its own or outside auditors, of the Consultant's activities which relate, directly or indirectly, to the Agreement.
- 18.3 On payment to the Consultant by the City of all compensation due under this contract, all finished or unfinished documents and material prepared by the Consultant with funds paid by the City under this Contract shall become the property of the City and shall be forwarded to the City. Any records, reports, information, data or other documents or materials given to or prepared or assembled by the Consultant under this Contract shall not be made available to any individual or organization by the Consultant without prior written approval of the City or by court order.
- 18.4 Consultant will provide all original operation and maintenance manuals, along with all warranties, from the manufacturer for any equipment or items installed or supplied to the City as part of this contracted project.
- 18.5 The Consultant shall maintain accounts and records, including personnel, property, financial, and programmatic records, which sufficiently and properly reflect all direct and indirect costs of any nature expended and services performed pursuant to this Agreement. The Consultant shall also maintain such other records as may be deemed necessary by the City to ensure proper accounting of all funds contributed by the City to the performance of this Agreement.
- 18.6 The foregoing records shall be maintained for a period of seven years after termination of this Agreement unless permission to destroy them is granted by the Office of the Archivist in accordance with RCW Chapter 40.14 and by the City.

19. Ownership of Documents On payment to the Consultant by the City of all compensation due under this Contract, all finished or unfinished documents and material prepared by the Consultant with funds paid by the City under this Contract shall become the property of the City and shall be forwarded to the City. Any records, reports, information, data or other documents or materials given to or prepared or assembled by the Consultant under this Contract will be kept confidential and shall not be made available to any individual or organization by the Consultant without prior written approval of the City or by court order.



20. Notices. Notices to the City of Sammamish shall be sent to the following address:

City of Sammamish
801 228th Avenue SE
Sammamish, WA 98075
Phone number: (425) 295-0500

Project Manager: Mike Sugg, Management Analyst

Email: msugg@sammamish.us

Notices to the Consultant shall be sent to the following address:

Company Name: Colin Baenziger & Associates
Contact Name: Lynelle Klein
Street Address: 23016 NE 51st Street, Redmond, WA 98053
Phone Number: 425-658-7025
Email: Lynelle@cb-asso.com

21. Applicable Law; Venue; Attorneys' Fees. 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 and costs of suit, which shall be fixed by the judge hearing the case and such fee, shall be included in the judgment.

The Consultant will be required to obtain a City of Sammamish business license prior to performing any services and maintain the business license in good standing throughout the term of its agreement with the City. A city business license application can be found at: <http://www.bls.dor.wa.gov/cities/sammamish.aspx>."

22. Severability. Any provision or part of this Agreement held to be void or unenforceable under any law or regulation shall be deemed stricken and all remaining provisions shall continue to be valid and binding upon the City and the Consultant, who agree that the Agreement shall be reformed to replace such stricken provision or part with a valid and enforceable provision that comes as close as reasonably possible to expressing the intent of the stricken provision.



By signing below, you agree to all the terms and conditions herein.

CITY OF SAMMAMISH, WASHINGTON:

By:	Date:
Print Name:	Title:

CONSULTANT:

By: <i>Lynelle Klein</i>	Date: October 29, 2018
Print Name: Lynelle Klein	Title: VP for Operations

ATTEST/AUTHENTICATED:

By:	Date:
Print Name:	City Clerk

APPROVED TO AS FORM:

By:	Date:
Print Name:	City Attorney

Exhibit A

Scope of Work

The following search methodology has been refined over the past twenty years and now is virtually foolproof. We will integrate your ideas into the process. Our goal is to ensure you have the right people to interview as well as the information you need to make the right decision.

Phase I: Information Gathering and Needs Assessment

Task One: Needs Assessment

An important part of the recruiter's work is selling the community to the very best candidates (including those that are not actively looking for the next job) while also providing an accurate portrayal of the community and the opportunity. In order to do this, CB&A must first determine the needs of the client and the characteristics of the ideal candidate. Our approach is as follows:

- Compile background information from the jurisdiction's website and other sources.
- Interview the Mayor and Council, other key parties (such as City staff) and stakeholders (such as community groups, business owners, residents, government officials and property owners). Our goal is to develop a strong sense of your organization, its leadership, its short and long term expectations, and its challenges;
- Determine the characteristics of the ideal candidate. These will likely include experience, longevity, education, personality, demeanor, and achievements as well as other items the Council and stakeholders consider important), and
- Determine a reasonable compensation package.

We will also finalize the timeline so candidates can mark their calendars well in advance and will be available when the Council wish to conduct the interviews.

If the City wishes, we can also incorporate meetings with other stakeholders (such as the business community, the non-profit community, City staff and so on) to gather their insights in developing the recruiting materials. These forums and surveys are valuable as they provide additional perspectives and a better understanding of the environment and the wants/needs of the community that the Manager will be working in. We can also solicit the input of your residents through an on-line survey.

Task Two: Develop Position Description and Recruitment Materials

Based on the information we gather, CB&A will next develop a comprehensive recruitment profile. We will provide our draft for your review and comment. We will then meet with the Council to discuss the results of our interviews and the resulting recruitment profile. Your suggestions will be incorporated, and the final document prepared.

Phase II: Recruitment

Task Three: Recruit Candidates

CB&A uses a number of approaches to identify the right people for this position. We say people, and not person, because our goal is to bring you six to ten excellent semi-finalists, all of whom

Exhibit A Scope of Work

will do the job extraordinarily well and who are so good you will have a difficult time choosing among them. You then select the top three to five people to interview and ultimately choose the candidate who is the best fit with you and your community. The approaches we use are:

- **Networking:** The best approach is diligent outreach. We will network with our colleagues and consult our data base. As we identify outstanding candidates (many of whom are not in the market), we will approach them and request that they apply. Often excellent candidates are reluctant to respond to advertisements because doing so may alienate their current employers. When we approach them, their credentials are enhanced rather than diminished. We also use LinkedIn as a source of candidates.
- **Advertising:** While we will seek out the best, we will not ignore the trade press which sometimes yields strong candidates. We would contact the members of organizations such as the International City/County Managers Association, Washington City/County Manager Association, Association of Washington Cities, and so on. We will also post it on our Website, www.cb-asso.com. We do not use local, newspapers, national newspapers or generic websites because while they produce large numbers of applications, they generally do not produce the type of candidates we are seeking. If the City wants to have ads placed in local newspapers, national newspapers and/or generic websites, it will need to bear the cost.
- **Email:** We will also e-mail the recruitment profile to our listserv of over thirteen thousand managers and professionals who are interested in local government management. One of the advantages of e-mail is that if the recipient is not interested, he/she can easily forward the recruitment profile to someone else who may be interested.

Phase III: Screening and Finalist Selection *Task Four: Evaluate the Candidates*

Based on our most recent recruiting efforts, we anticipate receiving resumes from sixty to one hundred applicants. We will narrow the field as described above and present information on candidates to the Mayor and Council. This process requires a mixture of in-depth research and subjective evaluation. Our process is as follows.

It should be noted that selecting strong candidates is more an art than a science. While we consider standard ranking factors and the elements of the job, ultimately the most important factor is who we believe will be a good fit with the City and the community. Typically forty percent of our finalists are women and/or minorities.

Specifically, our efforts will involve:

Step One. Resume Review. CB&A will evaluate all resumes and identify the eight to fifteen high quality candidates.

Step Two. Screening Interview. Our lead recruiter, and possibly other senior representatives of the firm, will interview each of these candidates. Using what we learned in Phase I and our experience as managers and recruiters, as well as our unique ability to assess candidates, we will determine whether or not to consider them further.

Exhibit A

Scope of Work

Step Three. Prepare a Report. We will prepare a written report summarizing the Results of the Recruitment and the top seven to ten candidates. We will forward our report to the Council.

Step Four. Evaluate the Best Candidates. We will develop materials and background investigations for the five to six candidates selected by the Council. For those that remain in consideration, CB&A will:

- **Ask the Candidates to Prepare a Written Introduction:** We will ask the candidates to prepare a written introduction to themselves as part of their preliminary background checks. This is done for several reasons. First, it allows the candidates to tell their own story and balance the negativity that is so often characteristic of the press. It also allows the City to evaluate the candidates written and communicative skills.
- **Candidate Disclosure Statement:** We will ask candidates if there is anything controversial in their background that we should be made aware of prior to further consideration. While it is unlikely that we find anything not previously publicized in the press, we believe redundant checks offer superior security for our client.
- **Interviews of References:** We tell the candidate with whom we wish to speak. These include current and former Council Members, the municipal attorney, the external auditor, staff members, peers, news media representatives, the director of the local chamber of commerce, community activists, and others who know the candidate. We also attempt to contact some individuals who are not on the candidate's list. Typically we reach eight to ten people and prepare a written summary of each conversation.
- **Legal Checks:** Through our third party vendor, American DataBank, we will conduct the following checks: criminal records at the county, state and national level; civil records for any litigation at the county and federal level; and bankruptcy and credit.
- **Search the Internet and Newspaper Archives:** Virtually every local newspaper has an archive that provides stories about perspective candidates, the issues they have dealt with, how they resolved them and the results. These articles can also provide valuable insights into the candidate's relationship with the public and the governing body. Of course, not all news sources are unbiased and we consider that in our evaluation. This step is conducted in order to quickly discover candidates with problems in their backgrounds and eliminate them.
- **Verification of Education:** We also verify claimed educational degrees to assure the candidate is being totally forthright.

Exhibit A

Scope of Work

- **Verification of Work History:** We verify employment for the past fifteen years.

The goal in conducting these checks is to develop a clear picture of the candidates and to determine which best meet the criteria established in Phase I. Each of the avenues we pursue adds a piece of the puzzle. We will crosscheck sources, search for discrepancies, and resolve them when we find them. When sensitive or potentially embarrassing items are discovered, they are thoroughly researched. If we conclude the situation is damaging or even questionable, the situation reported to the City, with the City's concurrence, the candidate will be dropped from further consideration.

Note: We firmly believe that all background work we have outlined above should be completed early in the process. That way the client knows the individuals to be interviewed are all top performers and do not have anything embarrassing in their pasts that might come to light after selection. It also means that once our client has made a selection, it can move forward promptly, negotiate a contract and make an announcement.

Task Five: Preparation and Presentation of Candidate Materials

For the selected candidates, CB&A will compile the information we have developed into a complete written report for each recommended candidate. Specifically, this information will include: the candidates' resumes, introductions, references, background checks and internet / newspaper archive search results. We will also provide some advice on interviewing, a series of questions the elected officials may wish to ask (as well as some areas that it is not wise to get into), and some logistical information. The preceding information will be forwarded to you electronically.

Task Six: Finalist Selection

Approximately a week after the City has received the candidate materials, CB&A will meet with the elected officials to discuss our findings and make a final determination concerning who will be invited to interview. The City will then select four to six candidates to interview.

Task Seven: Notify All Candidates of Their Status

We will notify the finalists by telephone and give them the opportunity to ask additional questions. We will also provide them with information concerning the interviews and travel if necessary.

CB&A will inform those not selected of their status. Part of the notification will include advice concerning the candidates' resume and/or cover letter so, even though they were not selected to go forward, they will have gained something valuable from participating in the process.

Exhibit A

Scope of Work

Phase IV: Coordinate the Interview Process and City Manager Selection

Task Eight: Coordinate the Candidate Assessment Process

Prior to the interviews, we will recommend an interview/assessment process for the City's review including means to evaluate the candidates' communication skills, interpersonal skills, and decision-making skills. As part of the process, we will recommend the City Council observe the finalists in a number of settings. We will also recommend you invite the finalists' spouses so they can spend time in and evaluate your community.

Day #1: The finalists are given a tour of the community by a knowledgeable staff member or resident.

Later that evening, the Mayor and Council host a reception for the candidates. The purpose is to observe how the finalists respond to a social situation. Your next City Manager will, after all, represent your local government in numerous venues. It is thus important to know how the individual will respond in a social setting. The reception also serves as an ice-breaker whereby the Council Members and the candidates get to know one another informally.

Day #2: Beginning at approximately 8:00 a.m., the Mayor and Council as a group will interview each candidate one at a time for approximately an hour. Part of the interviews may include a PowerPoint presentation so the Council can observe the candidates' presentational skills.

At approximately 1:30 p.m., each candidate will interview individually with each elected official for approximately 30 minutes. These meetings provide the Council Members with an opportunity to assess how the candidates might interact with them on an individual basis. It is very important to know if good chemistry exists. Ultimately, Managers succeed and fail based on their interaction with the Council and the one-on-one interviews are an excellent way to test that interaction.

Task Nine: Debriefing and Selection

After the interviews are completed, we have developed a simple methodology that moves the elected body quickly and rationally to the desired outcome. Once the selection has been made, CB&A will immediately notify the finalists of their status via a telephone call. Candidates are eager to know and we feel it is important to keep them informed.

Phase V: Negotiation and Continuing Assistance

Task Ten: Notification, Contract Negotiations and Warranty

We will then assist in the employment agreement negotiations. Generally, a member of the elected body and the attorney conduct the actual negotiations while we provide advice and assistance concerning the compensation package and contract. We can also take the lead role in

Exhibit A

Scope of Work

the negotiations if desired. We have a standard contract you are welcome to use. Your attorney, of course, will prepare the final contract. Since the basic parameters will have been discussed with the candidates and the candidates have been thoroughly vetted, we expect a relatively prompt agreement.

Task Eleven: Continuing Assistance

Our work is not done when the contract is executed. We will stay in touch with you and your new City Manager. Our goal is to be there to assist in resolving any issues that arise before they become intractable. In fact, at your request, we will conduct a team-building workshop, at no charge, to resolve any difficulties. We simply feel it is part of our job to assure a successful relationship.

Communications: We will provide weekly reports about the status of the search, in writing or by phone, depending upon your preference. At significant milestones we will make the reports in person. We are also available at any time, day or night, to address any questions you have along the way. To do so, we will provide you with our cellphone numbers and you should feel comfortable contacting us whenever you have a question whether it is directly related to the search or, for that matter, anything else related to local government. We want to be responsive and to assist in any way we can.

Exhibit A Scope of Work

Fee

CB&A offers a firm, fixed fee of \$26,500 *which includes all our expenses and costs*. In other words, the only thing the City will pay CB&A is the agreed upon fee. The only other costs the City will be responsible for are the costs associated with the candidates' (and spouses, if invited) travel, accommodations and meals for the interview process.

We will bill the fee as the phases are completed and according to the following schedule:

Requested Services	
Phase I: Needs Analysis / Information Gathering	\$ 3,500
Phase II: Recruiting	11,000
Phase III: Screening	9,000
Phase IV: Interview Process Coordination and Selection	2,000
Phase V: Negotiation and Continuing Assistance	1,000
Firm, Fixed Fee Total*	\$ 26,500

If the City asks us to perform work that is clearly beyond the scope of this proposal, it will be billed at a rate of \$150 per hour. No such work will be performed without your written authorization. Please note, as previously stated, that we have neither billed nor requested additional funds beyond our originally quoted fee even when we have been entitled to it.



Form **W-9**
(Rev. November 2017)
Department of the Treasury
Internal Revenue Service

**Request for Taxpayer
Identification Number and Certification**

**Give Form to the
requester. Do not
send to the IRS.**

Go to www.irs.gov/FormW9 for instructions and the latest information.

Print or type. See Specific Instructions on page 3.	1 Name (as shown on your Income tax return). Name is required on this line; do not leave this line blank.	
	2 Business name/disregarded entity name, if different from above	
	3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes.	4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):
	<input type="checkbox"/> Individual/sole proprietor or single-member LLC <input type="checkbox"/> C Corporation <input type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate <input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶	Exempt payee code (if any) _____
	Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner. <input type="checkbox"/> Other (see instructions) ▶	Exemption from FATCA reporting code (if any) _____ <small>(Applies to accounts maintained outside the U.S.)</small>
	5 Address (number, street, and apt. or suite no.) See instructions.	Requester's name and address (optional)
	6 City, state, and ZIP code	City of Sammamish 801 228th Ave SE Sammamish, WA 98075
7 List account number(s) here (optional)		

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number	
OR	
Employer identification number	

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here	Signature of U.S. person ▶	Date ▶

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
 - Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
 - Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
 - Form 1099-S (proceeds from real estate transactions)
 - Form 1099-K (merchant card and third party network transactions)
 - Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
 - Form 1099-C (canceled debt)
 - Form 1099-A (acquisition or abandonment of secured property)
- Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.



MINUTES

Legislative Committee Regular Meeting

1:00 PM - October 17, 2018

City Hall - Plateau 129 Conference Room, Sammamish, WA

Committee Members Present: Councilmember Ramiro Valderrama
Mayor Christie Malchow

Committee Members Absent: Councilmember Jason Ritchie

Staff Present: City Manager Larry Patterson
Director of Public Works Steve Leniszewski
Management Analyst Mike Sugg
Administrative Assistant Tammy Mueller

CALL TO ORDER

Chair Ramiro Valderrama called the Legislative Committee meeting to order at 1:06 p.m.

PUBLIC COMMENT

No public comment was provided.

APPROVAL OF THE MINUTES

September 19, 2018 Regular Meeting

MOTION: Councilmember Ramiro Valderrama moved to approve the minutes as distributed. Mayor Christie Malchow seconded. Motion carried unanimously 2-0 with Councilmember Jason Ritchie absent.

TOPICS

2019 Legislative Priorities

Staff provided an overview of the topic to the Committee, utilizing the [memos](#) and [2018 Legislative Priorities sheet](#) from the agenda packet. Discussion commenced. Council lobbyist Luke Esser joined the meeting via phone conference and provided insight and advice to the Committee.

- Regarding transportation projects, the Committee indicated interest in pursuing funding from the Washington State Legislature for the Issaquah Fall City Road and Issaquah Pine Lake Road projects. Seeking funding for Sahalee Way improvements was discussed, though it was deemed unlikely to receive funding as it was not ready for the design phase. The Committee

requested this priority be included under the title “Accessibility” and replace the “Annexation of Park District Areas – End Double Tax” priority as the “A” in the “SAM” acronym.

- Regarding the “Salmon Passage Culvert Improvement Grants” priority, Public Works Director Steve Leniszewski explained that no culvert projects would be ready for construction next year. The Committee expressed their desire for it to remain on the list of priorities for 2019 and that the City should request design funding in 2019 and construction funding in 2020.
- The “Annexation of Park District Areas - End Double Tax” priority was deemed to be a continued priority for 2019, however it was discussed that state support and cooperation with other districts is less likely for this than the other priorities. This topic would involve Legislative District 5 which has not indicated an interest in the topic in recent years. The Committee agreed that priorities with the highest probability of support and success should be the lobbyists' focus. Therefore, the Committee requested this priority be moved to the separate list of priorities that receive City support but are not the City’s main focus.
- The “Metro Monopoly Lifted” priority was discussed, along with the Sound Transit tax (ST3), and determined to be worth pursuing with legislators. The Committee stated that Sammamish residents are paying significant taxes as part of ST3, but in response Sammamish will only receive a park and ride. The Committee desired to raise the profile of the issue by including it on the 2019 priorities sheet.
- The Committee discussed including a human services request as part of the 2019 priorities sheet and requested staff look into potential programmatic or capital projects for which funding could be requested.

RECOMMENDATION: The Committee recommended the following priorities to be presented to the City Council:

1. Salmon Passage Culvert Improvement Grants
2. Accessibility – Including the transportation projects and Sound Transit
3. Metro Monopoly Lifted
4. Annexation of Park District Areas - End Double Tax (on a separate list)

NEXT MEETING DATE(S)

TBD - After Nov. 6 City Council Meeting

ADJOURNMENT

Councilmember Ramiro Valderrama adjourned the meeting.

The meeting adjourned at 1:37 p.m.



MINUTES

Public Safety Committee Regular Meeting

3:00 PM - September 26, 2018

City Hall Executive Briefing Room - Plaza 111, Sammamish, WA

Committee Members Present: Councilmember Ramiro Valderrama
Councilmember Chris Ross

Committee Members Absent: Deputy Mayor Karen Moran

Staff Present: City Manager Larry Patterson
Director of Community Development Jeff Thomas
Director of Public Works Steve Leniszewski
Police Chief Michelle Bennett
Management Analyst Mike Sugg
Administrative Assistant Tammy Mueller

CALL TO ORDER

Chair Ramiro Valderrama called the Public Safety Committee meeting to order at 3:00 p.m.

PUBLIC COMMENT

No public comment was provided.

APPROVAL OF THE MINUTES

June 20, 2018 Regular Meeting

MOTION: Councilmember Ramiro Valderrama moved to approve the minutes as distributed. Councilmember Chris Ross seconded. Motion carried unanimously 2-0 with Deputy Mayor Karen Moran absent.

TOPICS

Police Services Study

Management Analyst Mike Sugg introduced the topic, introduced BERK consultants Kristin Mardt and Brian Murphy, and provided a copy of the [Existing Conditions Report](#). Consultants Mardt and Murphy provided the Committee an update on the study and requested feedback and direction. A [PowerPoint was presented](#). Discussion followed.

- The Committee discussed the costs of the City running its own municipal police department

compared to continuing a contract for police services with the King County Sheriff's Office, finding that it is more cost-effective at present to continue to contract police services.

- The Committee discussed the study's finding of high turnover among Sammamish police officers and methods of attracting and retaining officers. Among them were specialized training opportunities unique to Sammamish and hiring additional officers to allow more opportunities for time off as well as better coverage when a peer takes leave. The Committee requested that BERK collect input from Sammamish Police in conjunction with research regarding the topic of strengthening police department culture & staff retention and determining what focus areas for training programs could be considered.
- The Committee reviewed the study's projection of increased calls and traffic issues as Sammamish continues to grow. They discussed the current police staffing model, the study's recommendation to increase officer capacity, and allocation of police resources including the pros and cons of hiring a City employee or contracting with King County to fill administrative positions. The Committee proposed reviewing the current contract with King County Sheriff's Office. This would inform further discussion regarding whether additional administrative services would be beneficial. Also under consideration is whether it is more beneficial and cost-effective to have administrative services provided by King County as part of the contract or provided by the City.
- The Committee provided feedback to the consultants regarding the 'Potential Guiding Principles and Law Enforcement Priorities' on slide 14, highlighting and discussing the 'Efficient use of public resources' value - 'Tiered policing model' potential implication.
- The Committee discussed whether a public safety impact fee, similar to development impact fees, or business improvement district could be created to supplement the additional police resources anticipated due to continued growth, specifically in the Town Center. The BERK consultants were directed to investigate these options and report back.
- Next Steps: BERK consultants to provide a report to City Council during the October 16, 2018 Regular Meeting.

Discussion: Sammamish Landing Parking & Crosswalk Safety

Chair Ramiro Valderrama explained that parking and pedestrian safety of Sammamish Landing has been brought to the City Council's attention by concerned residents. Staff updated the Committee of the status of improvements to the area.

- Crosswalk improvements are currently in progress. Flashing beacon lights at the crosswalk will be installed, pending action from King County. There are no current plans for a bicycle lane.
- The Committee discussed whether the Sammamish Police Department could place a patrol car nearby. Previously, King County had offered overtime for officers to patrol parks, resulting in an officer parking nearby which may have improved crosswalk safety. Staff stated that they do not currently have the manpower to commit a Sammamish officer to this area. The Committee questioned whether the patrol officer observing the East Lake Sammamish Trail work could relocate their car during rush hour to Sammamish Landing. Staff informed the Committee that such direction would need to come from King County Parks Department.
- Staff will investigate whether street lights can be installed on existing poles in the area.

FUTURE MEETING TOPICS

Police Services Study

Fireworks Update

Police & Fire Incident Reports and Responses

NEXT MEETING DATE(S)

TBD - Early November 2018

ADJOURNMENT

Councilmember Ramiro Valderrama moved to adjourn.

The meeting adjourned at 3:56 p.m.



Memorandum

Date: November 6, 2018
To: Mayor Malchow and City Councilors
From: Larry Patterson, Interim City Manager
Re: City Manager's Report

1. Annual Retreat --- A few of you have asked about an annual retreat. You have also seen the cancellation of such for January. My suggestion was the Council should wait this year to hold a retreat until you have your permanent manager on board. I think it is important that he or she should be part of your annual retreat as it will be important for them to get a sense of where you are on issues and it will help them in shaping your budget for next year. Item 2 in this report will discuss the issues you currently have in the pipeline. You will see your plate is full and you have more issues beyond these holding. However, in rethinking the issue I believe the Council needs to have a retreat to focus on how you function better as a governing body and as Councilors. Attached is a draft agenda that outlines topics to be discussed. Keep in mind this is a draft and there maybe changes. Additionally, I am trying to arrange a couple of speakers that I think might be helpful but do not know their availability at this time. Also, you will need to decide if you want to have a retreat and determine dates that all of you can attend (We have proposed a couple of dates but those are not carved in granite. We remain flexible to find dates that work better for all.). Finally, we could add a second day in which you could review the issues in the current pipeline for action. The purpose would be to determine each of your individual views and positions on issues, a path forward, and priorities.
2. Issues on Council's Plate --- Below are a list and update on the issues in your pipeline for action at present.

- a. City Manager Recruitment – The Council’s subcommittee interviewed prospective firms to conduct your City Manager recruitment on October 25th. The subcommittee will bring to you a recommendation on which firm you should contract with at your November 6th meeting. The goal should be to get this recruitment started by late November or early December.
- b. Concurrency – Council needs to decide on its V/C measure. This decision is a land use decision. Because of this the Planning Commission is mandated to make a recommendation to the City Council on this decision. A public hearing is required somewhere in this review process. The Planning Commission can choose to hold a public hearing, and/or the City Council may hold a public hearing.
- c. Moratorium – The Council has provided several exemptions regarding the moratorium. The major issue to still be addressed is the Town Center. We are presently negotiating an MOU with STCA in the town Center to bring to the Council. Possibly we will have an MOU for your consideration at your November 6th meeting. Council will still need to determine what it wishes to do regarding the lifting of the moratorium.
- d. MOU – Staff is negotiating with STCA on an MOU that we hope to bring to Council in November. This may be as soon as your November 6th meeting. That will depend on the speed of our negotiations.
- e. Transportation Master Plan --- Waiting on completion of concurrency model and Council direction to begin.
- f. Capital Improvement Program
 - i. Streets
 - 1. SE 4th --- Construction through late Spring of 2020
 - 2. Louis Thompson Hill Slide Repair – Construction is underway however the road closure due to equipment size needed to build the wall will begin shortly.
 - a. 7am to 6pm Monday through Friday (November 12 to November 27)

- b. *Lake WA School Buses will be accommodated through the road closure at scheduled times.
 - 3. Issaquah Fall City Road 242nd Ave SE to Klahanie – Construction begins this winter (December bid)
 - 4. Issaquah Pine Lake Road – Analysis and 10% design report to Council January 19th
 - 5. Flashing Yellow Arrow Signals – Approaching finish [6 installations remain]
 - 6. 228th Corridor Intersection Improvements (Completed)
 - 7. 228th ITS Phase 2 – Design begins this winter
 - 8. SE 8th Street: 212th Ave SE to SE 4th Street –
 - 9. 218th Ave SE/216th Ave SE: SE 4th Street to Inglewood Hill Road NE Analysis –
- ii. Storm Water
 - 1. Zackuse Basin Plan – Underway March 19th introduction to Council
 - 2. Zackuse Creek Fish Passage Culvert and Stream Restoration – Completion due shortly
 - 3. Laughing Jacobs Basin Park – Consultant selection in January
 - 4. George Davis Basin Plan – Phase 2 design to Council in January
 - 5. Sahalee Way Storm Water Outfall – Construction underway – 90-day completion schedule
 - 6. Storm water Code Updates – Will pick back up in January
 - 7. NPDES Phase 2 – Regulation changes, introduce to Council in Q1 or Q2 2019
 - 8. Town Center Regional Storm water evaluation
 - iii. Parks
 - 1. Big Rock Park – Council is discussing Site B Phase 1 Improvements. Council will take this issue back up at the November 20th Council meeting. The design, construction documents and permitting will follow approval to proceed. Projected time winter and spring 2019. The Parks Board may wish to have some

discussion on this topic at your joint meeting on November 13th.

2. Lower Commons Master Plan/Town Center Plaza – Council will receive an update on November 13th in a Joint Meeting with the Parks Board
- g. Budget --- Council will discuss the budget again at your November 5th Work Session. Council had asked several questions at your first session on the Budget. We will have answer to those questions at the November 5th work session. The Council’s Finance subcommittee has met and can offer their thoughts as well.
 - h. Interim Development Regulations – This item is scheduled for a public hearing on November 6th. Council will take up again the issue of an amendment to provide grandfathering for those projects that had approved Development Review prior to the new regulations being approved on September 18th. Council has 6 months from that date to integrate these development regulations into city code. This integration will be part of your Subdivision and Zoning Code update.
 - i. Police Study – Council will discuss this issue again at your study session on December 3rd. The Council has several major questions with large cost implications to answer regarding this study. The major questions in my opinion you need to consider are:
 - i. Creating a 4th patrol district and the required staffing. In creating such we will want to discuss businesses and surrounding urban areas.
 - ii. Administrative relief
 - iii. Community and cultural outreach and the use of non-uniform personnel for minor issues and more community policing without having to employ more uniform police officers.
 - iv. Various equipment and training needs
 - j. Class Comp Study --- We should be receiving the consultant’s report in November. Once that is received staff will have considerable work to complete prior to getting this to the Council. Currently that is scheduled to come to the Council in January.

- k. Housing Strategy – Scheduled for Public Hearing on November 6th
 - l. Urban Forest Management Plan – Staff will be back in early January for another check in with the City Council. The legislative review process with the Planning Commission will begin in March 2019, with a Planning Commission recommendation to the City Council anticipated in May/June 2019.
 - m. Branding --- After reviewing a draft of the logo and conceptual use in branding the Council has put this issue on hold. At some point a decision still needs to be made on whether to move forward on this branding approach or shelve the concept and develop a fresh start. The Port has closed out the grant based on the information we forwarded to them.
 - n. Sound Transit Parking and Ride --- We have begun discussions with Sound Transit to site a park and ride facility in Sammamish. Please see earlier email.
 - o. Comprehensive Plan Docket --- Council needs to set the docket regarding possible amendments to the Comprehensive Plan in 2019
 - p. Comprehensive Plan Amendments --- Council needs to approve 2018 amendments to the Comprehensive Plan
3. School Impact Fees – Council is scheduled to hold a public hearing on School Impact Fees at its November 6th Council Meeting. Presently the City of Issaquah is debating whether the School Impact Fees are sufficient. The Issaquah Council has differing opinions and they are not scheduled to decide this issue until December. Since the Issaquah School District overlaps both cities the Council may want to receive testimony and delay a decision until after Issaquah decides on the fee it will set. If the Council has concerns about the fee or two different fees being set, you may want a joint meeting with both the City of Issaquah and the School District. (See Position Paper)

4. Cameras in Public Parks – The Parks Department is developing a proposal for the acquisition and installation of park surveillance cameras in conjunction with the King County Sheriff's (KCSO) office. These cameras were initially requested by KCSO and has available funding identified. We are requesting a check-in with City Council to gauge if you have any concerns prior to us proceeding with installing surveillance camera in several of our parks before further development of this program.

We have checked with Legal and their conclusion is that “surveillance cameras in parks are legal and constitutional, but caution should be exercised in their placement and use”. Legal also suggests consideration of several issues including camera recordings are subject to Public Records Act, the posting of notice related to the cameras as well as adoption of policies and procedures prior to installation and program implementation.

5. Kokanee Work Group (KWG) – The KWG is planning to once again live stream the Kokanee returning to Ebright Creek with the Kokanee Cam. They again plan to set up an underwater camera and a link to it. This was done back in 2015 and evidently was a very popular stream. They have asked to advertise the link on our website and we plan to allow them to do this unless you have any objections. Link [here](#)
6. Human Resources Director Recruitment --- I mentioned in a previous Manager's report the plan to change from an Administrative Services Director and replace that position with a Human Resources Director. We are in the process of recruiting for that position.
7. Communication Manager Recruitment --- We are recruiting for a Communication Manager's position. Subsequently Debbie and I visited with the firm Tripepi Smith about providing these services on a contractual basis. We are in the process of conducting due diligence on this firm. We will decide on a direction and discuss with Council in the next two weeks as to which direction we will go.
8. Legislative Priorities --- Attached please find a copy of the 2019 Legislative Priorities of the Eastside Transportation Partnership and the SCA Draft 2019 Legislative Agenda. Both documents arrived after our last Legislative Committee meeting. The Council and Subcommittee may wish to think

about how to incorporate our legislative priorities within the framework of these efforts.

9. Chamber of Commerce Roundtable --- Deb Sogge has contacted me regarding scheduling a round table with the Sammamish Business Community. She reports they are concerned about the direction of the City and that local business are feeling a little beat up. She believes it would be helpful to have the City and local business people engage in a roundtable discussion of viewpoints. I have indicated the City would be happy to participate. The entire Council would like to participate in this discussion. There are two options I have talked with Deb Sogge on to accommodate this discussion. First is to hold the original scheduled meeting on November 8th at 9:00 a.m. for a subcommittee of the City Council. I think that subcommittee should be made of up of a carefully selected 3 Councilors that represent the various positions on the Council. Beyond that meeting Deb and I have discussed quarterly meeting that we could rotate Council members to attend so the entire Council could have an on-going conversation with the City's business community.

City Council Retreat

Date

Place

Day 1:

0800– 0830	Continental Breakfast
	Session 1: War Stories
	<ul style="list-style-type: none"> • Building & Implementing a Successful Team & Strategies and Overcoming Dysfunction – (Presently talking with two former Mayors who have dealt with such issues as to their availability to talk with you about their experiences)
1030 – 1045	Break
1115 – 1200	Session 2: Becoming an Effective Council and Councilor
	Topics Covered in Session 2
	<ul style="list-style-type: none"> • Challenges to Governmental Credibility • Council Arenas for Action • Council Rules • Roles and Responsibilities – Council and City Manager/Staff
1200 – 1300	Lunch
1300 – 1500	Session 2: Becoming an Effective Council and Councilor Continued
	<ul style="list-style-type: none"> • Robert’s Rules of Order • Traits of an Effective Board • A Guideline for Council Behavior: Becoming an Effective Councilperson • Communications • Building an Effective Organization
1500	Recess until 0800 for Day 2

Any topic not completed in day 1 will roll to day 2

City Council Retreat

Date

Place

Day 2:

0800 – 0830	Continental Breakfast
0830 – 1030	<p>Session 3: City 6-Month Work Plan and Council Positions and Priorities</p> <p>Topics to Be Discussed</p> <ul style="list-style-type: none"> • City Manager Recruitment • Concurrency • Moratorium • Transportation Master Plan • Capital Improvement Projects
1030 – 1045	Break
1045 – 1300*	<p>Session 3: City 6-month Work Plan and Council Positions and Priorities Continued</p> <ul style="list-style-type: none"> • Budget • Interim Development Regulations • Police Study • Classification Compensation Study • Housing Strategy • Urban Forest Management Plan • Branding • Sound Transit Park and Ride • Comprehensive Plan Docket and 2019 Amendments
1300	Adjourn

*This session will feature a working lunch if needed so we can finish this discussion



Memorandum

Date: November 1, 2018
To: Mayor Malchow and City Councilors
From: Larry Patterson, Interim City Manager
Re: School Impact Fees

Issue: The City Council will hold a public hearing on School Impact Fees at its November 6, 2018 meeting. At this meeting you will be asked to approve collection of the fees. The School Districts set their budgets in the Spring of each year. They have a July 1 to June 30 fiscal year. Part of that budget is their capital improvement program (CIP). Funding on the CIP is based on the anticipated collection of school impact fees. The Districts will have developed and applied a methodology on which these fees are set.

There has been expressed a concern that perhaps these fees are too low. There is also fear that because these fees are not adequate that the schools do not have sufficient funds to address capital demands when needed and must asked their communities for bonds to address these shortfalls in capital funding.

Each school district covers more than one city. Therefore, the collection of fees if different in each jurisdiction covered by a district imposes inequities in addressing capital needs. Cities do not set these fees, but they are responsible for the collection of fees. Should they not approve school district's request no fees would be collected until a new fee could be established, approved, and the collection of fees approved.

Discussion: Should cities not approve the collection of these fees because they feel the fees are incorrect, they do not have the choice of just increasing the fees or lowering the fees. This is because the fees are set based on a defined methodology and modification to the methodology with new calculations would have to be made to establish the new fee. If cities chose not to collect them it is quite possible the District would not collect any fees until a new methodology could be put in place and all approvals gained. Such a process may take several months up to a year or more.

The City of Sammamish does not have the option of taking no action as its code indicates, "impact fees will be imposed on a district-by district basis, on behalf of any school district that provides to the City a capital facilities plan, the district's standards of service for the various grade spans, estimates of the cost of providing needed facilities

and other capital improvements, and the data from the district called for by the formula in SMC 21A.105.040.” Additionally, nonaction may be a violation of our interlocal agreement.

Recommendation: If the City of Sammamish disagrees with the fees as proposed to be collected, the city should approve these fees proposed to insure on-going collections. Then joint meetings should be held between jurisdictions and school districts to come to a meeting of the minds on how to proceed. At that time if all parties can agree we can work collectively to establish a new fee that all parties agree to. Keep in mind should the District’s disagree it is not clear that cities have the legal authority to establish these fees. Additionally, such a process could result in litigation as a debate over fees will surely raise concerns. Finally, if two cities which are overlapped by one school district imposes two different fees sorting out the inequities created will be an interesting and difficult task.

Last printed 11/2/18

AGENDA CALENDAR

Meeting Date	Packet Material Due	Time	Meeting Type	Topics
Nov 2018				
Tues 11/13	11/05	6:30 pm	Joint Study Session w/Park & Rec Comm. & Special Meeting	Discussion: King County Parks Levy Funding Development & Land Conservation Initiative (30 minutes) Discussion: Lower Commons Master Plan/Town Center Plaza (45 minutes) Update Presentations: Public Works Standards Annual Update Discussion: V/C
Tues 11/20	11/12	6:30 pm	Regular Meeting	Public Hearing/Ordinance: Amending Surface Water System Development Charge (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 <u>Consent:</u> Proclamation: Small Business Saturday Resolution: Sahalee Way Stormwater Tightline Project Acceptance Contract: Big Rock Park Site B Phase I Improvements/KPG
Dec 2018				
Mon 12/03	11/26	6:30 pm	Study Session	Discussion: 2019 Comprehensive Plan Amendments – Docket Requests (60-minutes) Presentation: Youth Eastside Services/Crosspath Counseling Partnership

Last printed 11/2/18

Tues 12/04	11/26	6:30 pm	Regular Meeting	<p>Public Hearing/Resolution: 2019 Comprehensive Plan Amendments – Docket Requests (30-minutes) Ordinance: Annual Amendments to the Comprehensive Plan (30-minutes) Resolution: Adopting the Police Services Study</p> <p><u>Consent:</u> 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 Contract: Park Landscaping/Badgleys Landscape Contract: ROW Landscaping/Badgleys Landscap Contract: Parks Street Cleaning/Best Parking Lot Contract: Fence Repair/Industrial Solutions Contract: ROW Slope Mowing/Plantscapes Contract: Janitorial/Patriot Maintenance Contract: Stormwater System Cleaning/TBD Contract: Traffic Control/Altus Traffic Contract: Bark Services/Pacific Topsoil Contract: Pressure Washing/Durham Painting Contract: Door Access/Western Entrance Contract: Pond Mowing/AtWork! Contract: Excavation/May Valley Contract: HVAC Monitoring/Ecotone Contract: HVAC Repair/Pacific Air Contract: 2019-2020 City-wide Water Quality Monitoring - Resolution: 212th Way SE Project Acceptance Resolution: East Lake Sammamish Parkway Ditch Maintenance Project Acceptance</p>
Tues 12/11	12/03	6:30 pm	Study Session	
Tues 12/18	12/10	6:30 pm	Regular Meeting	<u>Consent:</u>
Jan 2019				
Mon 1/7	1/2	6:30 pm	Study Session	
Tues 1/8	1/2	6:30 pm	Regular Meeting	<p><u>Consent:</u> Resolution: ELSP/SE 33rd Crosswalk Project Acceptance Contract: ITS Phase 2 Design/TBD</p>
Tues 1/15	1/9	6:30 pm	Study Session	

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Tue 1/22	1/16	6:30 pm	Regular Meeting	Council Retreat Week (tentative) Update: Issaquah Pine Lake Road Design Consent: Resolution: Flashing Yellow Arrow Installation Project Acceptance Resolution: Minor Intersection Improvements Project Acceptance
Feb 2019				
Mon 2/4	1/30	6:30 pm	Study Session	
Tues 2/5	1/30	6:30 pm	Regular Meeting	
Tues 2/12	1/6	6:30 pm	Study Session	
Tue 2/19	1/13	6:30 pm	Regular Meeting	
Mar 2019				
Mon 3/4	2/27	6:30 pm	Study Session	
Tues 3/5	2/27	6:30 pm	Regular Meeting	
Tues 3/12	3/6	6:30 pm	Study Session	
Tue 3/19	3/13	6:30 pm	Regular Meeting	
Apr 2019				
Mon 4/1	3/27	6:30 pm	Study Session	
Tues 4/2	3/27	6:30 pm	Regular Meeting	
Tues 4/9	4/3	6:30 pm	Study Session	
Tue 4/16	4/10	6:30 pm	Regular Meeting	
To Be Scheduled			To Be Scheduled	Parked Items

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	<ul style="list-style-type: none"> • Lk. Sammamish Water Level • Growth Centers • Internet Usage & Social Media Policies • Small Cell Facility Technology • <u>Discussion:</u> Issaquah Pine Lake Road Phase 1- Project Update (moved to 2019) • 	<ul style="list-style-type: none"> • Special Events Ordinance • Maintenance Safety Program Adoption • M&O Strategic Plan • Fleet Management Policy • Roadway Funding Strategy • Maintenance & Fire Station Facility Assessment • Franchise Agreement/SPWS • Comprehensive Solid Waste Plan 	<ul style="list-style-type: none"> • Inner City Bus Service • Good Samaritan Law • Plastic Bags • Policy on Drones in Parks • Review of regulations regarding the overlay areas, low impact development and special protection areas for lakes. • Contract: Beaver Lake Park Phase 1 Improvements, Design/TBD
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