



# City Council, Regular Meeting

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## AGENDA

May 01, 2012

6:30 pm – 9:30 pm  
Council Chambers

### Call to Order

### Roll Call/Pledge of Allegiance

### Approval of Agenda

### Student Liaison Reports

- Eastside Catholic High School
- Eastlake High School
- Skyline High School

### Presentations/Proclamations

- Proclamation: Arts Education Month

### Public Comment

**Note:** *This is an opportunity for the public to address the Council. Three-minutes limit per person or 5 minutes if representing the official position of a recognized community organization.*

### Consent Agenda

- Payroll for the period ending April 15, 2012 for pay date April 20, 2012 in the amount of \$253,391.02
1. Approval: Claims for period ending May 1, 2012 in the amount of \$730,407.49 for Check No. 31924 through No.32010
  2. Contract: Construction Support/ WM Pacific
  3. Approval: Minutes for the April 3, 2012 Regular Meeting
  4. Approval: Notes for April 10, 2012 Study Session

### Public Hearings

5. Ordinance: Second Reading Repealing Chapters 17.05 And 22.10 Of The Sammamish Municipal Code And Placing Those Regulations In Title 46 Of The Municipal Code For The Purpose Of Consolidating All Parking Regulations Into A Single Title Of The Municipal Code

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.

6. Ordinance: First Reading Adopting Provisions To Amending Home Business Definitions, Standards, And Permitted Use Table As Codified Into Chapters 15, 20, And 65 Of Title 21a Of The Sammamish Municipal Code
7. Ordinance: First Reading Adopting The 2012 Park Recreation And Open Space (Pro) Plan
8. Ordinance: First Reading Amending The City Of Sammamish Comprehensive Plan By Deleting Appendix C And Replacing It With A New Appendix C Containing Specific Chapters Of The 2012 Park Recreation And Open Space Plan

**Unfinished Business** - None

**New Business**

9. Ordinance: First Reading Repealing Chapter 8.05 Of The Sammamish Municipal Code; And Establishing An Effective Date

**Council Reports**

**City Manager Report**

**Executive Session**

**Adjournment**

**AGENDA CALENDAR**

<b>May 2012</b>			
Tues. 5/1	6:30 pm	Regular Meeting	Proclamation: Arts Education Month Presentation: Employee Committee Public Hearing: Ordinance First Reading Home Business Regulations Public Hearing: Ordinance First Reading amending Comp Plan /PRO Plan Ordinance: First Reading Repealing SMC 8.05 Ordinance: Second Reading amending Parking regulations Contract: Construction Support/ WM Pacific (consent)
Tues. 5/8	6:30 pm	Joint Meeting/Planning Commission	Environmentally Critical Areas Transportation Comp Plan Amendment/Level of Service Study/ Transportation Impact Fees Metro Alternative Services Plan
Mon. 5/14	6:30 pm	Regular Meeting	Public Hearing: Ordinance Second Reading Home Business Regulations Public Hearing: Ordinance Second Reading amending Comp Plan and PRO Plan Ordinance: Second Reading Repealing SMC 8.05 (consent) Bid Award: 2012 Overlay Project SE 8 <sup>th</sup> Street Master Park Plan Community Center Update CM: Emergency Plan Update
<b>June 2012</b>			
Tues. 6/5	6:30 pm	Regular	Resolution: 6 Year Transportation Improvement Program Bid Award: Eastlake HS Ball Field Project
Tues. 6/12	6:30 pm	Study Session	Discussion: Fire Service Options Surface Water SWM Fees, CIP, and Rates Discussion
Mon. 6/18	6:30 pm	Regular Meeting	
<b>July 2012</b>			
Tues. 7/3	6:30 pm	Regular/Study Session	Public Hearing: First Reading Collective Garden Moratorium Discussion Fire Services (Study Session)
Tues. 7/10	6:30 pm	Joint Meeting/Redmond CC	2013-2014 Budget Revenue Forecast (Study Session) 2013-2014 Budget Affirm City Council List of Projects (Study Session) Non- Motorized Transportation (Study Session)
Mon. 7/16	6:30 pm	Regular Meeting	
<b>Sept 2012</b>			
Tues. 9/4	6:30 pm	Regular	Fire Services Resolution
Tues. 9/11	6:30 pm	Study Session	State Legislator Session 2013-2014 Budget Public Works, Parks and Rec Environmentally Critical Area Ordinance Handoff from Planning Commission
Mon. 9/17	6:30 pm	Regular Meeting/Study Session	2013-2014 Budget Admin Services, Police, Fire, Community Development (Study Session) Cable TV Franchise (Study Session)



If you are looking for facility rentals, please click [here](#).

<< April

## May 2012

June >>

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1 6:30 p.m. City Council Meeting	2 5:30 p.m. City Council Council Office Hour 6:30 p.m. Parks and Recreation Commission Meeting	3 6 p.m. Planning Commission Meeting	4	5
6	7	8 6:30 p.m. City Council Study Session	9 6 p.m. Beaver Lake Management District Other	10 6:30 p.m. Community Garden Steering Committee Meeting <b>Canceled</b>	11	12
13	14 6:30 p.m. Arts Commission Meeting 6:30 p.m. City Council Meeting	15 8 a.m. "Call to Artists" - 2012 Art Fair 10 a.m. Donate Blood at City Hall	16 3 p.m. Sammamish Farmers Market Opening Day! 6 p.m. Sammamish Youth Board Meeting	17 6 p.m. Planning Commission Meeting	18	19 10 a.m. Sammamish Walks
20	21	22	23 3 p.m. Sammamish Farmers Market	24	25	26
27	28 12 a.m. Memorial Day <b>City offices closed</b>	29	30 3 p.m. Sammamish Farmers Market	31	1	2
3	4	5	6	7	8	9

If you are looking for facility rentals, please click [here](#).

<< May

**June 2012**

July >>

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2
3	4	5 6:30 p.m. City Council Meeting	6 3 p.m. Sammamish Farmers Market 5:30 p.m. City Council Council Office Hour 6:30 p.m. Parks and Recreation Commission Meeting	7	8 1 p.m. Law Enforcement Open House	9
10	11	12 6:30 p.m. City Council Study Session	13 3 p.m. Sammamish Farmers Market 6 p.m. Sammamish Youth Board Meeting	14 6 p.m. Planning Commission Meeting 6:30 p.m. Community Garden Steering Committee Meeting	15 1 p.m. Teen Fest	16 10 a.m. Sammamish Walks
17	18 6:30 p.m. City Council Meeting 6:30 p.m. Arts Commission Meeting	19	20 3 p.m. Sammamish Farmers Market	21	22	23
24	25	26	27 3 p.m. Sammamish Farmers Market	28 6 p.m. Planning Commission Meeting	29 8:30 a.m. Art Exhibit - "The Journey"	30



# MEMORANDUM

**TO:** Melonie Anderson/City Clerk  
**FROM:** Finance Department  
**DATE:** April 26, 2012  
**RE:** Claims for May 1, 2012

\$        **492.57**  
**43,243.83**  
**452.88**  
**686,218.21**

### Top Five Expense Items in Packet

Ceccanti, Inc	\$499,459.76	Release retainage
King County District Court	\$ 43,543.84	Court Revenue
ICMA 401A	\$ 32,848.43	Social Security Replacement
State of WA, Employment Security Dept.	\$ 22,128.70	1st Quarter Unemployment Charges
US Bank Corp Payment System	\$ 17,135.24	Credit Card Payment

**TOTAL     \$730,407.49**

Check # 31924 through # 32010

# Accounts Payable

## Check Register Totals Only

User: mdunham  
 Printed: 4/12/2012 - 2:39 PM



Check	Date	Vendor No	Vendor Name	Amount	Voucher
31924	04/16/2012	PACSOIL	Pacific Topsoils, Inc	492.57	0
Check Total:				492.57	

000  
 0.00 \$  
 492.57 \$  
 63,273.93 \$  
 452.88 \$  
 606,310.21 \$  
 004  
 730,407.69 \$

Accounts Payable  
Computer Check Register

User: jboss  
 Printed: 04/18/2012 - 2:53PM  
 Bank Account: APPR  
 Batch: 006.04.2012



Check	Vendor No	Vendor Name	Date	Invoice No	Amount
31925	ANI	ANI Administrators NW Inc	4/20/2012		1,566.73
		Check 31925 Total:			1,566.73
31926	CHAP13	Chapter 13 Trustee	4/20/2012		1,100.00
		Check 31926 Total:			1,100.00
31927	ICMA401	ICMA 401	4/20/2012		14,573.75
					14,555.58
					3,183.96
					535.14
		Check 31927 Total:			32,848.43
31928	ICMA457	ICMA457	4/20/2012		187.55
					187.55
					1,645.22
					4,832.20
					876.15
		Check 31928 Total:			7,728.67
		Report Total:			43,243.83

# Accounts Payable

## Check Register Totals Only

User: jboss  
Printed: 4/25/2012 - 11:27 AM



Check	Date	Vendor No	Vendor Name	Amount	Voucher
31929	04/25/2012	LUESSEN	Warren Luessen	452.88	0
				Check Total:	
				452.88	

## Accounts Payable

## Check Register Totals Only

User: jboss  
 Printed: 4/26/2012 - 1:54 PM



Check	Date	Vendor No	Vendor Name	Amount	Voucher
31930	05/01/2012	AADAMS	AAdams Tree Service	1,664.40	0
31931	05/01/2012	APEX	Apex Facility Resources, Inc	1,368.75	0
31932	05/01/2012	APWA	American Public Works Assoc	37.00	0
31933	05/01/2012	AT&TMOBI	AT&T Mobility	184.21	0
31934	05/01/2012	ATHLETES	Athletes for Kids	2,750.00	0
31935	05/01/2012	ATWORK	At Work!	825.00	0
31936	05/01/2012	AUTOADDI	Auto Additions, Inc.	146.59	0
31937	05/01/2012	BACKGROU	Background Source Intl	29.00	0
31938	05/01/2012	belzak	Steve Belzak	234.30	0
31939	05/01/2012	BESTWAY	Best Way Concrete	339.45	0
31940	05/01/2012	BMC	BMC Select	44.13	0
31941	05/01/2012	CASEPOWE	Case Power & Equipment	976.57	0
31942	05/01/2012	CECCANTI	Ceccanti, Inc	499,459.76	0
31943	05/01/2012	CENTRALW	Central Welding Supply	496.48	0
31944	05/01/2012	CENTURY	Century Link	126.94	0
31945	05/01/2012	COMPOFF	The Complete Office	358.96	0
31946	05/01/2012	DAVISMON	Mona Davis	116.86	0
31947	05/01/2012	DEERE	John Deere Landscapes	5,829.26	0
31948	05/01/2012	DILLEY	Jennifer Dilley	91.69	0
31949	05/01/2012	DOOLITTL	Doolittle Construction LLC	5,796.80	0
31950	05/01/2012	EGRESS	Anita Boyle	35.00	0
31951	05/01/2012	EVANS	David Evans & Associates, Inc	1,803.43	0
31952	05/01/2012	EWINGIRR	Ewing Irrigation	313.74	0
31953	05/01/2012	FASTENAL	Fastenal Industrial Supplies	231.55	0
31954	05/01/2012	FIREPROT	Fire Protection, Inc.	169.73	0
31955	05/01/2012	FRAME	Scott Frame	100.00	0
31956	05/01/2012	FRYOUTH	Friends Of Youth	2,200.00	0
31957	05/01/2012	GRAINGER	Grainger	442.90	0
31958	05/01/2012	GUINASSO	Joe Guinasso	187.59	0
31959	05/01/2012	HEROHOUS	NAMI Eastside Hero House	275.00	0
31960	05/01/2012	HOPEFAM	Hopelink/Family Development	687.50	0
31961	05/01/2012	HOPEFAMI	Hopelink/Avondale Park	412.50	0
31962	05/01/2012	INTEGRA	Integra Telecom	2,223.64	0
31963	05/01/2012	IPS	Integrated Print Solutions, Inc	3,285.00	0
31964	05/01/2012	ISSFOUND	Issaquah Schools Foundation	962.50	0
31965	05/01/2012	ISSIGNS	Issaquah Signs	229.95	0
31966	05/01/2012	ISSTROPH	Issaquah Trophy & Awards	237.30	0
31967	05/01/2012	JIRSA	Barbara Jirsa	45.15	0
31968	05/01/2012	KCBLANK	King County Finance	158.08	0
31969	05/01/2012	KCDIST	King County District Court	43,543.84	0
31970	05/01/2012	KINGDD	King County DDES	1,428.00	0
31971	05/01/2012	LAKESIDE	Lakeside Industries	1,719.41	0
31972	05/01/2012	MINUTE	Mike Immel	173.52	0
31973	05/01/2012	MTVIEW	Mt View Locating Services LLC	200.00	0
31974	05/01/2012	NELSONTR	Nelson Truck Equip Co Inc	166.53	0
31975	05/01/2012	NEXTEL	Nextel Communications	754.46	0
31976	05/01/2012	NWCASC	Northwest Cascade, Inc.	334.00	0
31977	05/01/2012	NWHYDRO	NW Hydroseeding	1,710.70	0
31978	05/01/2012	NWNUISAN	John R. Consolini	825.00	0
31979	05/01/2012	PACPOWER	Pacific Power Products	6,146.79	0

Check	Date	Vendor No	Vendor Name	Amount	Voucher
31980	05/01/2012	PLAYPOWE	Playpower LT Farmington Inc	220.13	0
31981	05/01/2012	PROTH	Prothman Company	1,351.36	0
31982	05/01/2012	PSE	Puget Sound Energy	10,731.46	0
31983	05/01/2012	QBS	Quality Business Systems	94.63	0
31984	05/01/2012	RED-E	Red-E Topsoil	6,368.11	0
31985	05/01/2012	REDEMERG	Redmond Emergency Services	962.50	0
31986	05/01/2012	RH2	RH2 Engineering Inc	963.57	0
31987	05/01/2012	ROBINDAP	Daphne Robinson	14.91	0
31988	05/01/2012	SB&MAC	Stewart Beall & MacNichols	2,845.00	0
31989	05/01/2012	SEATIM	Seattle Times	1,588.53	0
31990	05/01/2012	SENIORS	Seniors Making Art	1,600.00	0
31991	05/01/2012	SEQUOYAH	Sequoyah Electric, LLC	1,092.50	0
31992	05/01/2012	SERVICE	Service Paper Co	189.08	0
31993	05/01/2012	SOLLART	Chris Sollart Photography	1,117.25	0
31994	05/01/2012	SPRAGUE	SPRAGUE	91.98	0
31995	05/01/2012	SUBURB	Suburban Cities Association	180.00	0
31996	05/01/2012	SUNBELT	Sunbelt Rentals	908.46	0
31997	05/01/2012	THERAPEU	Therapeutic Health Services	1,237.50	0
31998	05/01/2012	ULINE	ULINE	393.05	0
31999	05/01/2012	UNITRENT	United Rentals NW, Inc	396.08	0
32000	05/01/2012	US BANK	U. S. Bank Corp Payment System	17,135.24	0
32001	05/01/2012	W&H	W&H Pacific	11,553.24	0
32002	05/01/2012	WAAUDIOL	Washington Audiology Services	778.95	0
32003	05/01/2012	WAAUDIT	Wa State Auditor's Office	978.12	0
32004	05/01/2012	WAEMP	State of Wa Employment Security De	22,128.70	0
32005	05/01/2012	WATSONSE	Watson Security	1,050.86	0
32006	05/01/2012	WAWORK	Washington Workwear Stores Inc	378.62	0
32007	05/01/2012	WED	Western Equipment Distributors	220.66	0
32008	05/01/2012	WINDWARD	Windward Environmental LLC	5,351.70	0
32009	05/01/2012	WITTY	Aaron Witty	100.00	0
32010	05/01/2012	ZUMAR	Zumar Industries, Inc.	2,317.06	0
				686,218.21	
Check Total:					



# City Council Agenda Bill

**Meeting Date:** May 1, 2012

**Date Submitted:** April 25, 2012

**Originating Department:** Public Works

**Clearances:**

City Manager  
 Attorney  
 Admin Services

Community Development  
 Finance & IT  
 Fire

Parks & Rec  
 Police  
 Public Works

**Subject:** 2012 Construction Management Support

**Action Required:** Authorize the City Manager to execute a contract with WH Pacific for an amount not to exceed \$128,915 to provide construction phase professional services.

**Exhibits:** 1. Agreement for Services – WH Pacific, Inc.

**Budget:** \$128,915 in the adopted 2012 adopted Transportation Capital Improvement Fund.

**Summary Statement:**

The Public Works Department is seeking the services of WH Pacific to assist staff in performing construction management, construction administration, and construction observation for the 2012 construction season. The services of WH Pacific will primarily be used on the 244<sup>th</sup> Avenue NE Non-Motorized Phase 2 project. However they may also be used to support other projects being constructed this summer including the Inglewood Hill Non-Motorized project and NE 8<sup>th</sup> Street / 233<sup>rd</sup> Avenue NE Intersection Improvement project.

**Background:**

Due to the challenging terrain and limited work zone, a high level of construction observation is desired on the 244<sup>th</sup> Avenue NE Non-Motorized Phase 2 project. Public Works Engineering staff has limited resources to manage the four projects planned for simultaneous construction this summer. Utilizing the services of WH Pacific will provide the supplementary desired coverage as well as additional expertise.

**Financial Impact:**

The cost of this work is included in the adopted budget for this task and was an anticipated expense. 60% of the funds expended on the 244<sup>th</sup> Avenue NE Non-Motorized Phase 2 project will be recovered through the City's Transportation Improvement Board Grant.

**Recommended Motion:**

Authorize the City Manager to execute a contract with WH Pacific for an amount not to exceed \$128,915 to provide construction inspection and engineering support for the 244<sup>th</sup> Ave NE Non-Motorized Phase 2, Inglewood Hill Non-Motorized and NE 8<sup>th</sup> Street / 233<sup>rd</sup> Avenue NE Intersection Improvement projects.



**CITY OF SAMMAMISH  
AGREEMENT FOR SERVICES**

Consultant: WH Pacific Inc.

This Agreement is entered into by and between the City of Sammamish, Washington, a municipal corporation, hereinafter referred to as the "City," and WH Pacific Inc., hereinafter referred to as the "Consultant."

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. In performing such services, the Consultant shall comply with all federal, state, and local laws and regulations applicable to the performance of such services that are in effect during this Agreement. The Consultant shall perform services diligently and completely and in accordance with professional standards of conduct and performance

**2. Compensation and Method of Payment.** The Consultant shall submit invoices for work performed using the form set forth in Exhibit "B".

The City shall pay Consultant:

[Check applicable method of payment]

According to the rates set forth in Exhibit "D"

A sum not to exceed \$128,915

Other (describe): \_\_\_\_\_

The Consultant shall complete and return to the City Exhibit "C," Taxpayer Identification Number, prior to or along with the first invoice submittal. The City shall pay the Consultant for services rendered within ten days after City Council approval. City agrees to pay all Consultant's invoices within thirty (30) calendar days of the invoice date. City shall pay an additional charge of one-and-one-half (1.5) percent of the invoiced amount per month for any payment received by the Consultant more than sixty (60) calendar days from the date of invoice.

**3. Duration of Agreement.** This Agreement shall be in full force and effect for a period commencing upon execution and ending December 31, 2012, unless sooner terminated under the provisions of the Agreement. Time is of the essence of this Agreement in each and all of its provisions in which performance is required.

**4. Ownership and Use of Documents.** Any records, files, documents, drawings, specifications, data or information, regardless of form or format, and all other materials produced by the Consultant in connection with the services provided to the City, shall be the property of the City whether the project for which they were created is executed or not

**5. 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, subconsultants, 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.

**6. Indemnification.** To the fullest extent permitted by law, the Consultant shall indemnify and hold the City, its officers, officials, employees, and agents harmless from any and all claims, injuries, damages and losses

## Exhibit 1

(including reasonable attorney's fees) arising out of or resulting from the negligent acts, errors or omissions of the Consultant, in performance of this Agreement. The Consultant is not obligated to indemnify the City for the City's own negligence.

### 7. Insurance.

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

#### **Minimum Scope of Insurance**

Consultant shall obtain insurance of the types described below:

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

#### **Minimum Amounts of Insurance**

Consultant shall maintain the following insurance limits:

1. Automobile Liability insurance with a minimum combined single limit for bodily injury and property damage of \$1,000,000 per accident.
2. Commercial General Liability insurance shall be written with limits no less than \$1,000,000 each occurrence, \$2,000,000 general aggregate.
3. Professional Liability insurance shall be written with limits no less than \$1,000,000 per claim and \$1,000,000 policy aggregate limit.

#### **Other Insurance Provisions**

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

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

#### **Verification of Coverage**

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

### 8. Record Keeping and Reporting.

## Exhibit 1

**A.** 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.

**B.** 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.

**9. Audits and Inspections.** The records and documents with respect to all matters covered by this Agreement shall be subject at all times to inspection, review, or audit by the City during the performance of this Agreement.

**10. Termination.**

**A.** 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.

**B.** 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.

**C.** 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.

**D.** 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.

**E.** 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.

**11. Discrimination Prohibited.** 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.

**12. 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.

**13. 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.

**14. 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. Notwithstanding anything in this Agreement to the contrary, the term "Confidential Information" does not include any information which (i) at the time of disclosure by the City, or thereafter, is generally available to and known by the public (other than as a result of a disclosure made directly or indirectly by City, (ii) was available to the Consultant on a non-confidential basis from a source other than the City (provided that such source is not or was not bound by a confidentiality agreement with the City, or (iii) information which is already known to the Consultant or has been independently acquired or developed by the Consultant without violating Consultant's obligations to City under this Section.

Exhibit 1

15. **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.

16. **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.

17. **Notices.** Notices to the City of Sammamish shall be sent to the following address:

Jeff Brauns  
City of Sammamish  
801 228th Avenue SE  
Sammamish, WA 98075  
Phone number: 425 295-0561  
Email: jbrauns@ci.sammamish.wa.us

Notices to the Consultant shall be sent to the following address:

WH Pacific Inc.  
Mark Van Wormer  
12100 NE 195th St, Suite 300  
Bothell, WA 98011  
Phone Number: 425-951-4800  
Email: mvanwormer@whpacific.com

18. **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.

19. **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.

20. **Standard of Care.** Services provided by the Consultant under this Agreement will be performed in a manner consistent with that degree of care and skill ordinarily exercised by members of the same profession currently practicing under similar conditions.

CITY OF SAMMAMISH, WASHINGTON

CONSULTANT

By: \_\_\_\_\_

By: \_\_\_\_\_

Title: City Manager

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Attest/Authenticated:

Approved As To Form:

\_\_\_\_\_  
City Clerk

\_\_\_\_\_  
City Attorney

## EXHIBIT A

### SCOPE OF WORK

Construction Management Services  
For  
The City of Sammamish  
244<sup>th</sup> Ave NE Non-Motorized Improvements

WHPacific (CONSULTANT) shall provide professional Construction Management (CM) Services for the City of Sammamish (CITY) for the project **244<sup>th</sup> Ave NE Non-Motorized Improvements**. Work may also occur on other city projects as listed below

All services will be provided in accordance with the Washington State Department of Transportation's (WSDOT) Local Agency Guidelines and Construction Manual.

**City Project Names:** 244<sup>th</sup> Ave NE Non-Motorized Improvements, Phase 2  
NE Inglewood Hill Non-Motorized project  
NE 8th Street / 233rd Avenue NE Intersection Improvement project

#### **Project Description:**

This project will be the construction of corridor improvements for 244<sup>th</sup> Ave NE from NE 11<sup>th</sup> Street to NE 20<sup>th</sup> Street. The project includes new sidewalk, sidewalk ramps, walls, drainage improvements, roadway widening, pavement repair, channelization, grading, and landscaping.

This project will be managed by;

- One (1) CONSULTANT Resident Engineer (RE),
- CITY Project Manager who will also serve as the
- Office Engineer (OE) and
- Part time Inspector, as needed.

#### *Work Breakdown Structure by Tasks:*

##### **100 Pre-Construction Services**

The CONSULTANT will provide the following CM services prior to the Construction Contractor receiving Notice to Proceed.

101 CONSULTANT to review the bid documents to become familiar with the project.

102 CITY will take digital pre-construction photographs and place in the hard and electronic project files.

103 Task Item Not Used.

104 Task Item Not Used

105 CITY will prepare project templates and logs for Design Changes/Clarifications, Change Orders, Request for Information, Request for Approval of Materials, Employment documentation.

106 CONSULTANT will compile a Master list of Submittals from the Contract Documents.

107 CITY will review project permitting such as noise variances, Traffic Control requirements and TESC/Environmental requirements.

108 CONSULTANT will prepare the Record of Materials (ROM). The ROM will be developed from the Bid Form and will include anticipated approvals, material compliance documentation, and material testing requirements. The CONSULTANT assumes that GEOTEST will conduct the material testing under a separate contract with the CITY.

109 CITY will prepare hanging and electronic files for project documentation.

110 Pre-Construction Meeting:

## Exhibit 1

- A. The CONSULTANT will prepare a draft Pre-Construction agenda and send to CITY PM for comment. The CITY will incorporate their edits into a final Pre-Construction agenda.
  - B. The CITY will develop the Pre-Construction attendees list and send out the Pre-Construction invitations.
  - C. The CONSULTANT will conduct the Pre-Construction Meeting.
  - D. The CITY will take Pre-Construction meeting notes, prepare Minutes of the meeting and distribute.
- 111 The CITY will review the Contractor's initial CPM Schedule submittal against allowable working days, key utility coordination dates, procurement of long lead-time fabricated items, project milestone dates, reasonable sequence and reasonable activity durations.
- 200 Construction Administration**
- The CITY will provide the following administrative tasks with CONSULTANT support as noted.
- 201 CITY will maintain orderly electronic and hard copy files.
- 202 CITY will prepare of up to sixteen (16) Weekly Coordination Agendas and conduct up to 16 coordination meetings. CITY will take weekly coordination meeting notes, prepare minutes and distribute meeting minutes to attendees. CONSULTANT will provide agenda input and attend meetings.
- 203 CONSULTANT will manage the CM Budget by preparing an Earned Value and Estimated Cost to Complete (ETC) templates. The CONSULTANT will prepare five (5) Earn Value graphs, five (5) ETCs, and monthly progress invoices including CONSULTANT Scope of Work Tasks performed.
- 204 CITY will prepare up to four (4) Contractor Progress Pay Estimates. CONSULTANT will assist the CITY with Estimate template and QA/QC for each CITY prepared Estimate.
- 205 CITY will prepare up to sixteen (16) Weekly Statement of Working Day reports.
- 206 CITY will collect the Prime and Sub-Contractor's Employment Documentation.
- Responsibilities include:
- A. CITY will maintain Employment Documentation Log to summarize information on prime contractor and subcontractors.
  - B. CITY will review and approve of the Request to Sublets.
  - C. CITY will collect Statement of Intent to Pay Prevailing Wage.
  - D. CITY will collect Affidavit of Wages Paid.
  - E. CITY will collect Contractor Payrolls. (No Federal funds; therefore, certified payrolls are not required)
- 207 CONSULTANT will review Shop Drawings/Submittals such as traffic control plans, retaining wall components and shoring for general conformance to the Contract documents. Such review is not intended as an approval of the submittals if they deviate from the Contract Documents or contain errors, omissions and inconsistencies. The CONSULTANT will solicit input from the CITY for comments on the Traffic Control plans.
- 208 CITY will review, approve or reject Request for Approval of Materials (RAM's). CONSULTANT will assist the CITY with review of all materials relative to the retaining walls. CITY will request RAM input from GEOTEST for HMA and Concrete RAMs. The CONSULTANT and CITY PM will coordinate with GEOTEST for testing and material inspections. It is assumed that GEOTEST will monitor the number of tests taken against the testing frequency and required number of tests.
- 209 The CITY will administer the ROM and notate on the ROM as documentation and testing requirements are satisfied. The CITY will update the ROM with material testing. The CITY will maintain records of material compliance documentation received. The CONSULTANT will make recommendations to the CITY on any known deficiencies.
- 210 The CITY will facilitate the RFI responses and update the logs. Response will include technical interpretations of the drawings, specifications, and Contract Documents, an

evaluation of requested deviations from the approved design or specifications. The CONSULTANT shall work with the CITY to identify decisions that need to be made or to provide design changes.

211 The CITY will take the lead on Design Changes/Clarifications (DC documents) with support from the CONSULTANT. These DC documents may be used in RFI responses and as supporting documentation for Change Orders.

212 CITY will maintain a Case Log which will contain sequentially numbered issues, date the issue became known, description, high and low estimate of cost, impact on working days, relative summary of other documents associated with the Case Log issue and a comments section.

213 The CITY will prepare Change Orders. Work will include:

- A. The CITY will conduct negotiation sessions with the Contractor with CONSULTANT support.
- B. The CITY will perform an independent Estimate with CONSULTANT support.
- C. The CITY, with CONSULTANT support, will prepare Change Orders to include justifications, description of the change, an evaluation of what the Contract requires, why a Change Order is the solution, alternatives that were considered, reason for entitlement i.e. why the work cannot be paid under the existing Contract, approvals and an evaluation of time extension.
- D. The CITY will write the Change Orders.
- E. The CITY will distribute the Change Order to the Contractor for signature.
- F. The CITY will maintain Change Order Log.

### **300 Construction Field Services**

CONSULTANT will observe the day to day technical conduct of construction and act as the hub of communication between the Contractor and CITY. The CITY PM will take the lead with third party utility coordination. The CONSULTANT will monitor adherence to the Contract Documents. It is assumed that construction activities will occur during days. Work will include the following:

301 CONSULTANT will request and review Contractor's breakdowns of lump sum items and evaluate progress of these items monthly for payment.

302 CONSULTANT will observe Contractor's work for adherence to the project Plans and Specifications. CONSULTANT will maintain as-constructed set of plans. The CITY may be needed to provide occasional observation to augment the CONSULTANT observation during peak Contractor activities.

303 CONSULTANT will prepare and sign Field Note Records (FNRs). The CITY will check and sign the FNRs in the "checked by" location on the FNR form.

304 CONSULTANT will collect Scaleman's Daily Reports (WSDOT Form 422-027) and Scale Certifications from the Contractor and maintain Report Log.

305 CONSULTANT will review materials delivered to the project site to ensure compliance with the approved materials.

306 The CONSULTANT will prepare up to eighty (80) Inspector Daily Reports. Items included in the reports will be:

- A. Weather information
- B. Contractor and Subcontractors working
- C. Equipment used
- D. Labor used
- E. A diary that details the day's work activities
- F. Photos of the day's work

307 The CONSULTANT will monitor the Contractor's traffic control procedures and set up against approved traffic control plans and provide recommendations to the Contractor.

308 CONSULTANT will take project digital construction photos as work progresses.

309 CITY and CONSULTANT will coordinate material testing with GEOTEST.

## Exhibit 1

- 310 The CITY will take the lead with coordination and communication with utilities.  
311 The CITY will take the lead with communications and responding to project-related questions from adjacent property owners and the general public.  
312 The CITY will coordinate with permit holders.

### **400 Post Substantial Completion**

- The CONSULTANT will assist the CITY with close out of the project to be completed within 60 calendar days following issuance of substantial completion. This work includes the following tasks:
- 401 The CITY will facilitate issues resolution with the Contractor with support from the CONSULTANT. This task includes one (1) Project Closeout meeting with the Contractor.  
402 The CITY will communicate/coordinate with the Contractor to obtain any outstanding required project documentation. This task includes communications, document control, records maintenance, and log tracking.  
403 The CONSULTANT will prepare and update the final Punch List with CITY input. This task includes walkthrough with the CITY, utilities, and other stakeholders to establish the Punch List and up to one (1) follow up walkthrough to ensure punch list items are addressed.  
404 CONSULTANT shall take project completion photos.  
405 CITY will take lead on maintaining ROM and producing final ROM and Materials Certifications. GEOTEST will assist CITY with final ROM and Materials Certification at the end of project.  
406 The CONSULTANT will receive As-Builts (Record Drawings) from Contractor at Physical Completion and perform a detailed review of the Drawings for conformance to as constructed conditions.  
407 The CITY will prepare Substantial Completion letter.  
408 The CITY will prepare Physical Completion letter.  
409 The CITY will prepare the final pay estimate.  
410 Task Item Not Used.  
411 The CONSULTANT will assist the CITY with document archiving and project records completeness verification. The CITY will use WSDOT form 230-036A, Initial Documentation Review as a guideline for checking record compliance.

### **500 Management Reserve**

A Management Reserve amount of \$7,899 has been allocated into the budget to use, if needed, during peak construction activities including overtime, night, weekend work, non-working days and project close out. Use of the Management Reserve hours shall be pre-approved by the CITY prior to CONSULTANT's use.

### **ASSUMPTIONS:**

- CONSULTANT will provide one (1) Full Time Employee during the eighty (80) Contract Working Days who will function as Resident Engineer and Inspector. Each Working Day is assumed to be an eight (8) hour shift between the hours of 7:00am and 5:00pm. The CITY will provide a PM who will provide part time assistance to the CONSULTANT in the administration of this project.
- Assume 55 miles per day, Bothell to project site and within project limits.
- The CONSULTANT will not be required to monitor plant establishment.
- Management Reserve is assumed at \$7,898.
  
- Summary of Assumptions by Task Headings

## Exhibit 1

- **100 Pre-Construction Services**
  - GEOTEST will perform the material testing on the project under a separate Contract agreement with the CITY.
- **200 Construction Administration**
  - GEOTEST will monitor the number of tests taken against the testing frequency and required number of tests.
  - GEOTEST will support the CITY in the review of HMA and Concrete RAMs.
- **300 Construction Inspection**
  - The CITY will take the lead with third party utility coordination.
  - No weekend or night work.
  - The CITY will take the lead in communicating with adjacent property owners and the general public.
- **400 Post Substantial Completion**
  - Close out of the project to be completed within 60 calendar days following issuance of substantial completion.
  - One (1) Contractor close out meeting.
  - One (1) follow up walkthrough to validate Final Punch List completion.
  - GEOTEST is performing Materials Certification.

### **DELIVERABLES BY TASK:**

- 102 CITY will take pre-construction photos
- 105 CITY will set up templates and Logs
- 106 CONSULTANT will prepare Submittals Master List
- 109 CITY will prepare hanging and electronic Folders
- 110 CONSULTANT will prepare pre-construction agenda
- 202 CITY will provide sixteen (16) Weekly Coordination meeting agendas, attendee's lists and meeting minutes
- 203 CONSULTANT will provide five (5) ETCs, Five (5) Earn Value Graphs and Six (6) monthly progress invoices
- 204 CITY will provide four (4) monthly Contractor pay estimates
- 205 CITY will provide sixteen (16) Weekly Statements of Working Day Reports
- 206 CITY will maintain employment Documentation Log, Requests to Sublet, Payrolls, Statements to Pay Prevailing Wages, Affidavits of Wages Paid
- 210 CITY will take the lead with RFI responses
- 211 CITY will take the lead with DC Documents
- 212 CITY will maintain Case Log
- 213 CITY will take the lead with Change Orders
- 302 CONSULTANT will maintain as-Constructed plan set
- 303 CONSULTANT will produce Field Note Records
- 306 CONSULTANT will produce eighty (80) Inspector's Daily Reports
- 308 CONSULTANT will provide construction progress photos
- 403 CONSULTANT will produce Punch List
- 404 CONSULTANT will provide project completion photos
- 407 CITY will provide Substantial Completion Letter
- 408 CITY will provide Physical Completion Letter
- 409 CITY will provide Final Pay Estimate

EXHIBIT B



**REQUEST FOR CONSULTANT PAYMENT**

To: City of Sammamish  
 801 228<sup>th</sup> Avenue SE  
 Sammamish, WA 98075  
 Phone: (425) 295-0500  
 FAX: (425) 295-0600

Invoice Number: \_\_\_\_\_ Date of Invoice: \_\_\_\_\_

Consultant: WH Pacific Inc.

Mailing Address: 12100 NE 195th St, Suite 300  
 Bothell, WA 98011

Telephone: 425-951-4800

Email Address: mvanwormer@whpacific.com

Contract Period: \_\_\_\_\_ Reporting Period: \_\_\_\_\_

Amount requested this invoice: \$ \_\_\_\_\_

Specific Program: \_\_\_\_\_

\_\_\_\_\_  
 Authorized signature

**ATTACH ITEMIZED DESCRIPTION OF SERVICES PROVIDED**

*For Department Use Only*

Total contract amount	
Previous payments	
Current request	
Balance remaining	

Authorization to Consultant: \$
Account Number:
Date:

Approved for Payment by: \_\_\_\_\_ Date: \_\_\_\_\_

**Finance Dept.**

Check # \_\_\_\_\_ Check Date: \_\_\_\_\_

EXHIBIT C



***TAX IDENTIFICATION NUMBER***

In order for you to receive payment from the City of Sammamish, the 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.

Please complete the following information request form and return it to the City of Sammamish prior to or along with the submittal of the first billing invoice.

Please check the appropriate category:

- Corporation                       Partnership                       Government Consultant
- Individual/Proprietor               Other (explain)

TIN No.: \_\_\_\_\_

Social Security No.: \_\_\_\_\_

Print Name: \_\_\_\_\_

Title: \_\_\_\_\_

Business Name: \_\_\_\_\_

Business Address: \_\_\_\_\_

Business Phone: \_\_\_\_\_

\_\_\_\_\_  
Date

\_\_\_\_\_  
Authorized Signature (Required)



**EXHIBIT D - FEE ESTIMATE**

Client: **City of Sammamish**  
 Project: **2012 Construction Management Support**

**LABOR**

TASK NO.	TASK (Scope of Services)	WHPACIFIC PROJECT TEAM					Total Hours	Labor Cost
		PM Prouty \$58	RE Apland \$45	Structural Engr Doherty \$39	Office Engr Holden \$32	Project Coord \$25		
100	Pre-Construction Services	3.0	8.0	0.0	21.0	0.0	32.0	\$ 1,206.00
		\$174.00	\$360.00	\$0.00	\$672.00	\$0.00		
200	Construction Administration	22.0	80.0	9.0	8.0	6.0	125.0	\$ 5,633.00
		\$1,276.00	\$3,600.00	\$351.00	\$256.00	\$150.00		
300	Construction Field Services	0.0	598.0	0.0	0.0	0.0	598.0	\$ 26,910.00
		\$0.00	\$26,910.00	\$0.00	\$0.00	\$0.00		
400	Post Substantial Completion	1.0	35.0	0.0	0.0	0.0	36.0	\$ 1,633.00
		\$58.00	\$1,575.00	\$0.00	\$0.00	\$0.00		
500	Management Reserve	0.0	0.0	0.0	0.0	0.0	0.0	\$ -
		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
	<b>Labor Subtotal (Hours)</b>	<b>26.0</b>	<b>721.0</b>	<b>9.0</b>	<b>29.0</b>	<b>6.0</b>	<b>791.0</b>	
	<b>Labor Cost Subtotal</b>	<b>\$1,508.00</b>	<b>\$32,445.00</b>	<b>\$351.00</b>	<b>\$928.00</b>	<b>\$150.00</b>		<b>\$ 35,382.00</b>

Overhead Percentage: 178.36% x Direct Salary Cost (DSC) \$ 63,107.34  
 Fixed Fee Percentage: 30.00% x Direct Salary Cost (DSC) \$ 10,614.60

**Labor Total = \$ 109,103.94**

CM Hours may be split differently between Tasks

**EXPENSES:**

ITEM	Trips	Round Trip(Miles)	Total Miles	UNIT COST	EXPENSES COST
Mileage	100	45	4500	\$0.555	\$ 2,497.50
Archive				\$500.00	\$ 500.00
				<b>Expenses Total =</b>	<b>\$ 2,997.50</b>
				<b>Total =</b>	<b>\$ 112,101.44</b>
				<b>Management Reserve =</b>	<b>\$ 16,813.57</b>
<b>TOTAL PROJECT FEE =</b>					<b>\$ 128,915.00</b>

# COUNCIL MINUTES

## Regular Meeting April 3, 2012

Deputy Mayor John James called the regular meeting of the Sammamish City Council to order at 6:30 pm.

**Councilmembers present:** Deputy Mayor John James, Councilmembers Don Gerend, Ramiro Valderrama, Tom Vance and Nancy Whitten.

**Councilmembers absent:** Mayor Tom Odell and Councilmember John Curley.

MOTION: Councilmember Gerend moved to excuse Mayor Odell and Councilmember Curley. Councilmember Vance seconded. Motion carried unanimously 5-0.

**Staff present:** Deputy City Manager Lyman Howard, Public Works Director Laura Philpot, Assistant City Manager/Community Development Director Kamuron Gurol, Parks & Recreation Director Jessi Richardson, Administrative Services Director Mike Sauerwein, City Attorney Bruce Disend, and City Clerk Melonie Anderson.

### Roll Call/Pledge of Allegiance

Roll was called. Councilmember Valderrama led the pledge.

### Approval of Agenda

MOTION: Councilmember Vance moved to approve the agenda. Councilmember Gerend seconded.

AMENDMENT: Councilmember Valderrama asked to remove Item 3. GIS Contract from the Consent Agenda and placed under new business.

Motion to approve the agenda as amended carried unanimously 5-0.

### **Student Liaison Reports**

- *Eastside Catholic High School – Chad Brown*  
He reported that the play was a great success. Prom is May 5 and Plateau Pink Day will be in May.

### Presentations/Proclamations

- **Child Abuse Prevention Month**  
Deputy Mayor James presented a proclamation to Judy Feinerman, Advisory Board member for Children's Response Center. She thanked the Council for supporting their group and naming April as Child Abuse Prevention Month.

➤ **Presentation: Sister City**

Rachel Martel gave a PowerPoint Presentation regarding the Sister City program she is trying to establish as part of her Senior Project requirements (*presentation available on the city website at [www.ci.sammamish.wa.us](http://www.ci.sammamish.wa.us)*). She introduced Deb Sogge, president of Sammamish Chamber of Commerce. Deb explained that Sister City programs can improve economic and commercial development in Sammamish. June Sekiguchi, a local artist, supports the Sister City program because it will bring different cultures and art to Sammamish as well as foster relationships between our city and other countries. Doug Eglington, Lake Washington School District board member and President of the Sammamish Kiwanis Club also spoke. He said that both organizations are very pleased with Rachel Martel and the work she has done toward establishing the Sister City program in Sammamish. He hopes the City Council will continue her efforts after she has graduated. Lynne Handlos, Recreation Director for City of Sammamish also voiced support of this program. She feels other youth groups, including the Sammamish Youth Board are supportive of this program. Councilmember Gerend asked what role Rachel sees the City playing in this program. Rachel explained that it is important to have City-support for the chosen sister city.

**Public Comment**

Joyce O'Donnell, 4478 194<sup>th</sup> Way NE, She spoke regarding the proposed resolution establishing a process for the removal of barricades. She was glad to see the improvements to the process. She explained that it is important to get all information available to the public with enough time for them to review the material. She requested that a step be added to the resolution regarding public process that all related material, when possible, be posted to the website at least one week prior to any meeting.

Richard Wilkenson, 1814 218<sup>th</sup> Place NE, He spoke regarding the recent changes to the water and sewer rate billing formulas. Deputy Mayor James informed him that the Council does not set the rates for water and sewer. That is done by the various water and sewer district boards.

Jeff Hooker, 23325 NE 15<sup>th</sup> Street, He wanted to volunteer for the Citizen's Advisory Board concerning the Eastside Fire & Rescue fire services evaluation. Councilmember Vance explained that the citizen board has already been appointed. Mr. Hooker feels that it is important that the evaluation of services be open and transparent.

Karan Soi, 19130 NE 51<sup>st</sup> Street, He was not supportive of removing the barricade on NE 42<sup>nd</sup> Street. He feels there will be an increase in traffic and a decrease in safety.

Beverly Keffer, 23811 NE 14<sup>th</sup> St, Her property is severely impacted by development upstream from the Autumn Wind development. She is unhappy that the city has approved additional new developments because they are increasing the wetlands on their property. She wanted to remind Council that stormwater impacts property owners as well as rivers and streams and keep that in mind when they are updating their stormwater manual.

**Consent Calendar**

Payroll for the period ending March 15, 2012 for pay date March 20, 2012 in the amount of \$253,038.74

Approval: Claims for period ending April 3, 2012 in the amount of \$534,919.16 for Check No. 31668 through No. 31773.

Contract: Storm Water Comp Plan Update/Windward Environmental

Contract: Pavement Condition Survey/NW Pavement Management Systems

Resolution: Vehicle Surplus

Approval: Hearing Examiner Rules

Interlocal: Permit Processing/King County

Approval: Minutes for the March 13, 2012 Study Session

Approval: Minutes for the March 19, 2012 Joint Meeting with Parks & Recreation Commission

**MOTION: Councilmember Gerend moved to approve the consent agenda. Councilmember Vance seconded. Motion carried unanimously 5-0.**

**Executive Session** – Potential Litigation pursuant to RCW 42.30.110 (1)(i)

Council retired to executive session at 7:20 pm and returned at 7:30 pm. No action was taken.

**Unfinished Business**

Ordinance: Second Reading Solicitor Licensing

Sammamish Police Sergeant Jessica Sullivan gave the staff report (*presentation available on the city's website at [www.ci.sammamish.wa.us](http://www.ci.sammamish.wa.us)*). She explained that this ordinance will be creating restrictions regarding solicitors where there were none before. Based on Council feedback some minor changes were made to the ordinance regarding vendors at the Farmers Market and the proposed hours.

**Public Comment:**

Mary Jo Kahler 21911 SE 20<sup>th</sup> St, She feels there are too many loopholes in the ordinance that favors the solicitors. She feels it is unfair to require the resident to post the “no solicitors” sign on their property.

Wayne Cook 19605 SE 23<sup>rd</sup> Street, He feels that criminals, posing as tree service providers, are checking out their neighborhood. He hopes these new requirements will help alleviate these types of problems.

Corynne Whittaker 3302 E Lake Sammamish Parkway SE, She feels the background check requirement is a good one. She works for Edward Jones and she tried to give the perspective of a local business person. She feels legitimate businesses should still be allowed to go door to door.

City Attorney Bruce Disend explained that very restrictive hours could very well prompt a legal challenge while less restrictive hours might be more acceptable to solicitors.

**MOTION:** Councilmember Gerend moved to approve the ordinance amending the Solicitor Licensing regulations. Councilmember Vance seconded.

**AMENDMENT:** Councilmember Whitten moved to amend the ordinance by changing the hours to 8:30 - 6:30 pm Monday through Friday and 10:00 am – 5pm on Saturday and Sunday. Councilmember Vance offered the friendly amendment of 9:00 to 7:00 Monday through Friday. Motion carried 4-1 with Deputy Mayor James dissenting.

Deputy Mayor James feels that the hours should be limited to 5:00 pm

**AMENDMENT:** Councilmember Gerend moved to delete the section following 5.06.100 Loud Noises – Speaking Devices. Councilmember Valderrama seconded. Motion carried unanimously 5-0.

**MAIN MOTION AS AMENDED:** Ordinances passed 4-1 with Councilmember Valderrama dissenting (O2012-322).

Councilmember Valderrama feels there are too many exemptions in this ordinance and council needs more citizen input before deciding this matter.

### **New Business**

Resolution: Amend and Adopt Connectivity Procedures

Public Works Director Laura Philpot gave the staff report and showed a PowerPoint presentation (*available on the city's website at [www.ci.sammamish.wa.us](http://www.ci.sammamish.wa.us)*). She clarified that this process should be approved prior to determining which barricade should be the next one removed. The decision about which particular barricade to remove should be a Council decision.

### **Public Comment**

Marilyn Hargraves, 4637 192<sup>nd</sup>, She feels that a decision should be made which barricades should be removed and the mitigation that would be required should be decided now.

Neera Soi 19130 NE 51<sup>st</sup>, She feels that the steep grade on NE 42<sup>nd</sup> Street would never be able to be regarded or mitigated for. She is not sure that one set of rules can be applied to all the barricades in the city.

Bob Seidensticker, 19836 NE 42<sup>nd</sup> Street, He lives near the NE 42<sup>nd</sup> Street Barricade. He is confused that the city would consider trying to mitigate the problems of barricade removal when the better question might be should the barricade even be removed?

Joyce O'Donnell, spoke previously, She feels that development will really drive the removal of barricades.

**MOTION:** Councilmember Valderrama moved to approve the resolution regarding the evaluation process for barricade removal as revised by staff and provided tonight. Councilmember Whitten seconded.

**AMENDMENT:** Councilmember Valderrama moved that the process be amended by adding a requirement under the “Public Involvement” section that presentation material will be posted on the city website one week prior to the scheduled meeting or open house if practicable. Councilmember Gerend seconded. Motion carried unanimously 5-0.

**AMENDMENT:** Deputy Mayor James moved to add language to the “After Data” section that there will be an additional opportunity for council review after six month. Councilmember Valderrama seconded. Motion carried unanimously 5-0.

**AMENDMENT:** Councilmember Whitten wants to add that the area of influence for each barricade removal will be determined and affirmed by the Council. Councilmember Valderrama seconded. Motion carried unanimously 5-0.

**MAIN MOTION:** Motion carried as amended 5-0 (R2012-492).

#### **Bid Award: 244<sup>th</sup> Avenue Non-Motorized Project Phase 2**

Ms. Philpot gave the staff report and showed a PowerPoint presentation (*available on the city's website at [www.ci.sammamish.wa.us](http://www.ci.sammamish.wa.us)*). She explained that staff hired on temporary help to finish the plans for this project so it would be in compliance with regulations required by the Transportation Improvement Board for their grant. Project Engineer Jed Ireland updated Council on the project and the bid award.

**MOTION:** Councilmember Vance moved to authorize the City Manager to enter into a contract with Santana Trucking, the apparent low bidder, in an amount not to exceed \$1,345,173.15 with a 15% contingency in an amount not to exceed \$201,776. Councilmember Gerend seconded. Motion carried unanimously 5-0.

Contract: GIS ARC Server Implementation/Spatial Development/Port Madison

Ms. Philpot gave the staff report. This software will allow the city to store their maps on a server, making them more readily available to other staff and the public. The NPDES permit requires the city to map all their stormwater systems and this software will help accomplish this. The city currently only has one GIS person. Councilmember Valderrama asked several questions about the funding source for this project. He questioned why there was no evaluation of how purchase of this software will result in a cost saving to the city.

**MOTION:** Councilmember Gerend moved to authorize the City Manager to sign the contract with Spatial Development and Port Madison for on-call services in an amount not to exceed \$75,000. Councilmember Whitten seconded. Motion carried unanimously 5-0.

**Council Reports**

Councilmember Vance reported on various activities going on around Sammamish, including the Sammamish Symphony performance at Benaroya Hall.

Councilmember Valderrama attended the Eastside Fire & Rescue Board meeting.

Councilmember Whitten spoke regarding the Issaquah School Bond. She was concerned that the school district did not provide a list of projects the bond would finance. She feels too much is being done for recreational facilities.

Deputy Mayor James reported on the Economic Development Committee and the results of the Economic Development Assessment Tool. He asked Council if they would like to direct the Parks and Recreation Commission to reassess the Community Garden at Beaver Lake Park, given the issues with the utility companies. Council had mixed views on that.

**City Manager Report**

Assistant City Manager/Community Development Director Kamuron Gurol updated the Council on the Environmentally Critical Areas Code *update (presentation available on the city's website at [www.ci.sammamish.wa.us](http://www.ci.sammamish.wa.us))*.

Finance Director Joe Guinasso gave an overview of the budget process for 2012-2014.

Meeting adjourned at 9:47 pm

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Melonie Anderson, City Clerk

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John James, Deputy Mayor



# STUDY SESSION NOTES

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## Study Session April 10, 2012

Mayor Tom Odell opened the study session of the Sammamish City Council at 6:30 p.m.

### **Public Comment**

*This is an opportunity for the public to address the Council. Three-minutes limit per person or 5 minutes if representing the official position of a recognized community organization.*

### **Topics**

- **228<sup>th</sup> Operational Analysis**  
Public Works Director, Laura Philpot, City Engineer, Jeff Brauns and Consultant, Victor Salemann with David Evans and Associates gave a staff report (*presentation available on the city's website at [www.ci.sammamish.wa.us](http://www.ci.sammamish.wa.us)*)
  
- **Stormwater Mitigation/Improvements**  
Senior Stormwater Program Engineer, Eric LaFrance gave a staff report (*presentation available on the city's website at [www.ci.sammamish.wa.us](http://www.ci.sammamish.wa.us)*)
  
- **PRO Plan/Review and Discussion**  
Parks and Recreation Director, Jessi Richardson gave a staff report (*presentation available on the city's website at [www.ci.sammamish.wa.us](http://www.ci.sammamish.wa.us)*)

**Adjournment**

9:46 pm





# City Council Agenda Bill

**Meeting Date:** May 1, 2012

**Date Submitted:** April 11, 2012

**Originating Department:** Public Works

**Clearances:**

<input checked="" type="checkbox"/> City Manager	<input type="checkbox"/> Community Development	<input type="checkbox"/> Parks & Recreation
<input checked="" type="checkbox"/> Attorney	<input type="checkbox"/> Finance & IT	<input type="checkbox"/> Police
<input type="checkbox"/> Admin Services	<input type="checkbox"/> Fire	<input checked="" type="checkbox"/> Public Works

**Subject:** Parking Regulations

**Action Required:** Conduct Public Hearing and Second Reading and adoption of ordinance

**Exhibits:** 1. Draft Ordinance

**Budget:** NA

**Summary Statement:**

This ordinance would create a new chapter under Title 46 titled "Stopping, Standing and Parking". This would both adopt new parking regulations as well as move the various parking regulations that currently exist in various locations within the Sammamish Municipal Code.

**Background:**

The police and public works departments meet on a regular basis to discuss ways to coordinate engineering and enforcement efforts to better address residents' concerns related to various traffic issues. For various reasons, residents contact both police and public works with concerns about parking in the right of way. This triggered a thorough review of the existing parking regulations within the City of Sammamish.

The state of Washington has established parking regulations and they are located in the Revised Code of Washington (RCW) Chapter 46.61. In addition, the City of Sammamish has the following regulations within the Sammamish Municipal Code (SMC) that address parking issues:

- **SMC Chapter 17.05**, Miscellaneous Crimes, currently restricts parking in a designated fire lane with a fine of \$250.00.
- **SMC Chapter 22.10.020**, Parking next to mail boxes, currently restricts parking next to a mailbox between the hours of 10:00 a.m. and 3:00 p.m. on days when mail is scheduled for delivery.
- **SMC Chapter 46.05**, Adopts the States Model Traffic Ordinance found in Washington Administrative Code Chapter 308-330. The Model Traffic Ordinance adopts the RCW Chapter 46.61 for parking regulations and adds language assigning all the RCW provisions of chapter 46.61 to local agencies, where otherwise excepted out.



## City Council Agenda Bill

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Based on staff review of existing regulations, review of neighboring jurisdictions' parking regulations and direction received from the City Council at the March 13, 2012 study session, staff drafted the attached ordinance for City Council's consideration. The following summarizes what is included in the draft ordinance:

- Amendment of Title 46 of the Sammamish Municipal Code (SMC) by adding chapter 46.30 entitled Stopping, Standing and Parking. The draft chapter proposes to:
  - Restrict parking of an unlicensed vehicle within public right of way;
  - Limit on street parking to seventy-two (72) hours;
  - Prohibit parking on a marked bicycle lane;
  - Move regulations related to parking adjacent to a mail box from SMC Chapter 22.10;
  - Modify the restricted hours of parking adjacent to an individual mailbox from 10 am – 3 pm to 10 am – 5 pm;
  - Prohibit parking adjacent to collective mailboxes; and
  - Move regulations related to parking in fire lanes from chapter 17.05 to 46.30.
  
- We are also recommending the entire existing chapter 22.10 entitled Crimes and Infractions – Other, move to a new chapter under title 46.

On April 16 Council held the first reading of this ordinance. No changes were requested.

### **Financial Impact:**

There is no financial impact.

**Recommended Motion:** Conduct second reading of the ordinance, take any additional public comment and approve ordinance adopting new parking regulations.

**CITY OF SAMMAMISH  
WASHINGTON  
ORDINANCE NO. O \_\_\_\_\_**

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**AN ORDINANCE OF THE CITY OF SAMMAMISH,  
WASHINGTON, REPEALING CHAPTERS 17.05 AND 22.10  
OF THE SAMMAMISH MUNICIPAL CODE AND  
PLACING THOSE REGULATIONS IN TITLE 46 OF THE  
MUNICIPAL CODE FOR THE PURPOSE OF  
CONSOLIDATING ALL PARKING REGULATIONS INTO  
A SINGLE TITLE OF THE MUNICIPAL CODE**

WHEREAS, the City Council has adopted various parking regulations and such regulations are located in more than one chapter of the City's Municipal Code; and

WHEREAS, the City Council desires to adopt additional parking regulations; and

WHEREAS, Title 46 of the Municipal Code is the principal Title governing the subjects of vehicles and traffic; and

WHEREAS, it would promote efficient administration of parking regulations to place all such regulations in Title 46 of the Municipal Code;

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

**Section 1. Amend Title 46 SMC to add new chapter 46.30:** A new chapter, designated Chapter 46.30, and entitled Stopping, Standing and Parking, is added as follows:

**Chapter 46.30**

**STOPPING, STANDING AND PARKING**

Sections:

- |           |                                  |
|-----------|----------------------------------|
| 46.30.010 | Short Title.                     |
| 46.30.020 | Definitions.                     |
| 46.30.030 | Purpose.                         |
| 46.30.040 | Regulations not exclusive.       |
| 46.30.050 | Parking and unlicensed vehicle.  |
| 46.30.060 | Seventy-two-hours parking limit. |
| 46.30.070 | Prohibited parking places.       |

- 46.30.080      Parking next to mailboxes.
- 46.30.090      Miscellaneous crimes.

**46.30.010 Short title.**

This chapter may be known and cited as the parking ordinance.

**46.30.020 Definitions.**

A. The definition of words and phrases contained in RCW 46.04, for the purpose of this chapter, have the same meanings ascribed to the words and phrases therein.

B. The following words and phrases, when used in this chapter, shall, for the purpose of this chapter, have the meanings respectively ascribed to them in this section, unless where used the context thereof clearly indicates to the contrary:

1. "Bicycle lane" means the portion of the travel way for the movement of bicycles either designated by pavement markings or signage.
2. "Street" means and includes streets, avenues, ways, boulevards, drives, highways and all places, except alleys, open to the public for the use of vehicles.
3. "Collective mailbox" means five (5) or more individual mailboxes grouped together in one single location for mail delivery.

**46.30.030 Purpose.**

The provisions of this chapter prohibiting the standing or parking of vehicles shall apply at all times or at those times specified in this chapter or as indicated on official signs except when it is necessary to stop a vehicle to avoid conflict with other traffic or in compliance with the directions of a police officer, traffic control flagger, or official traffic-control device.

**46.30.040 Regulations not exclusive.**

The provisions of this chapter imposing parking restrictions shall not relieve any person from the duty to observe other and more restrictive provisions prohibiting or limiting the stopping, standing or parking of vehicles in specified places or at specified times.

**46.30.050 Parking an unlicensed vehicle.**

A. It is a violation of this section to stop, stand or park a vehicle on a street, highway or public property within the city limits of the city unless such vehicle possesses a proper and current vehicle license plate or plates, and such plate or plates are properly mounted thereon in accordance with the State of Washington Department of Licensing rules and regulations.

B. It is a violation of this section to stop, stand or park a vehicle on a street, highway or public property within the city limits of the city without current,

properly displayed month and year license tabs.

**46.30.060 Seventy-two-hour parking limit.**

No owner, driver or other person having charge of any vehicle shall permit such vehicle to stand or to be parked in any street in the city for more than 72 hours consecutively.

**46.30.070 Prohibited parking places.**

It is unlawful for the operator of a vehicle to stop, stand, park or angle park such vehicle in or on a marked bicycle lane except when necessary to avoid conflict with other traffic or to comply with other provisions of this code or with the direction of a police officer, traffic control flagger, traffic-control sign, traffic control signal, or other official traffic control device.

**46.30.080 Parking next to mail boxes.**

No person shall park directly adjacent to a curbside, next to any clearly visible residential mail box between 10:00 a.m. and 5:00 p.m. on any day of scheduled mail delivery by the United States Postal Service.

No owner, driver or other person having charge of any vehicle shall permit such vehicle to be parking adjacent to a curbside next to any clearly visible collective mailbox.

Unless otherwise set out in applicable law or court rule, any person who violates the provisions of this section shall be guilty of an infraction.

**46.30.090 Miscellaneous crimes.**

The following provisions of the King County Code as presently constituted or hereafter amended are adopted by reference:

KCC

17.04.420(J) Violation – Civil infraction.

17.04.420(K) Violation – Civil penalty.

17.04.420(L) Impoundment.

Except that KCC 17.04.420(J) is amended to read as follows:

J. Violation – Civil infraction. Any person who fails to mark or maintain the marking of a designated fire lane as prescribed in this chapter, or who parks a vehicle in, allows the parking of a vehicle in, obstructs, or allows the obstruction of a designated fire lane commits a civil infraction to which the provisions of RCW 7.80 shall apply. The penalty for failing to mark or maintain the marking of a designated fire lane shall be one hundred and fifty dollars per day. The penalty

for parking a vehicle in, allowing the parking of a vehicle in, obstructing, or allowing the obstruction of a designated fire lane shall be two hundred and fifty dollars.

**Section 2. Amend Title 46 SMC to add new chapter 46.40:** A new chapter, designated Chapter 46.40, and entitled Traffic Offenses, is added as follows:

**Chapter 46.40  
TRAFFIC OFFENSES**

Sections:

- 46.40.010 Avoidance of intersection.
- 46.40.020 Inattentive driving.

**46.40.010 Avoidance of intersection.**

It is unlawful for any person operating a motor vehicle on City streets or highways to make a left- or right-hand turn upon approaching or leaving an intersection and to proceed across any private property for the purpose of avoiding the intersection, or any traffic control device controlling the intersection, unless so directed by lawful authority. Unless otherwise set out in applicable law or court rule, any person who violates the provisions of this section shall be guilty of an infraction.

**46.40.020 Inattentive driving.**

It is unlawful for any person to operate a motor vehicle within the City in an inattentive manner. For the purposes of this section, “inattentive manner” means the operation of a motor vehicle in a manner that evidences a lack of degree of attentiveness required to safely operate the vehicle under the prevailing conditions, including but not limited to the nature and condition of the roadway, presence of other traffic, presence of pedestrians, and weather conditions. The offense of operating a motor vehicle in an inattentive manner shall be considered to be a lesser offense than, but included in, the offense of operating a motor vehicle in a negligent manner. Unless otherwise set out in applicable law or court rule, any person who violates the provisions of this section shall be guilty of an infraction. The penalty for any violation of this section shall be a fine as set forth under the Infraction Rules for Courts of Limited Jurisdiction (IRLJ) Rule 6.2.

**Section 2. Repeal Chapter 17.05:** Chapter 17.05 SMC is hereby repealed. [Note: the provisions of former Chapter 17.05 are now set forth in SMC 46.30.090.]

**Section 3. Repeal Chapter 22.10:** Chapter 22.10 SMC is hereby repealed. [Note: the provisions of former Chapter 22.10 are now set forth in SMC 46.40.]

**Section 4. 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 5. Effective Date.** This Ordinance shall be published in the official newspaper of the City, and shall take effect and be in full force five (5) days after the date of publication.

**ADOPTED BY THE CITY COUNCIL AT A REGULAR MEETING THEREOF ON THE \_\_\_\_ DAY OF \_\_\_\_\_, 2012.**

CITY OF SAMMAMISH

\_\_\_\_\_  
Mayor Thomas T. Odell

ATTEST/AUTHENTICATED:

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

Approved as to form:

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

Filed with the City Clerk: April 11, 2012  
Public Hearing: April 16, 2012  
First Reading: April 16, 2012  
Passed by the City Council:  
Date of Publication:  
Effective Date:

Exhibit 1

Date of Publication:  
Effective Date:

DRAFT



# City Council Agenda Bill

**Meeting Date:** May 1, 2012

**Date Submitted:** April 25, 2012

**Originating Department:** Community Development

**Clearances:**

<input checked="" type="checkbox"/> City Manager	<input checked="" type="checkbox"/> Community Development	<input type="checkbox"/> Parks & Recreation
<input type="checkbox"/> Attorney	<input type="checkbox"/> Finance & IT	<input type="checkbox"/> Police
<input type="checkbox"/> Admin Services	<input type="checkbox"/> Fire	<input type="checkbox"/> Public Works

**Subject:** Home Business code amendments

**Action Required:** First Reading, Open and continue Public Hearing

**Exhibits:**

1. Adopting ordinance with Attachment A
2. Staff memo with analysis

**Budget:** N/A

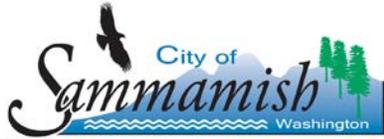
**Summary Statement:**

The proposed amendments to the Home Business regulations have been recommended by the Planning Commission and were developed as part of the city's ongoing "code block" work program to better address compatibility between home businesses and surrounding neighborhoods. Based upon public input and Council policy direction provided, the Commission recommended a number of changes to the existing code. The Commission "handed-off" their recommendations on March 13, 2012, a study session was held that night, and Councilmembers provided comments through April 16, 2012.

**Background:**

The Planning Commission and staff held several public meetings, commencing on August 26, 2011 and public hearings on October 20, December 1, January 19 and February 2. The Commission received a significant amount of public input regarding the proposed ordinance, and unanimously recommended the proposed regulations to more effectively ensure compatibility with surrounding uses. The Planning Commission worked hard to avoid new regulations that would serve as an unnecessary impediment to home businesses and to ensure that regulations were clear for future business owners.

On March 13, several members of the Council expressed concern regarding the proposed regulations and identified policy issues for further discussion, which were illustrated by several proposed scenarios. The attached staff memorandum (Exhibit 2) identifies the policy issues and addresses how various scenarios would be affected by the regulations.



## City Council Agenda Bill

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**Financial Impact:** N/A

**Recommended Motion:**

Open public hearing and take testimony, continue hearing to May 14, 2012. Provide direction to staff on any proposed or new amendments for next Council packet.

**DRAFT  
CITY OF SAMMAMISH  
WASHINGTON  
ORDINANCE NO. O2012 -**

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**AN ORDINANCE OF THE CITY OF SAMMAMISH, WASHINGTON, ADOPTING PROVISIONS TO AMENDING HOME BUSINESS DEFINITIONS, STANDARDS, AND PERMITTED USE TABLE AS CODIFIED INTO CHAPTERS 15, 20, AND 65 OF TITLE 21A OF THE SAMMAMISH MUNICIPAL CODE**

WHEREAS, the City incorporated in August of 1999;

WHEREAS, the City Council adopted the City's Comprehensive Plan on September 16, 2003, and the City has enacted zoning consistent with the comprehensive plan; and

WHEREAS, the City Council adopted the Sammamish Municipal Code on October 7, 2003 and subsequent revisions have been made since that time; and

WHEREAS, a State Environmental Policy Act (SEPA) Determination of Non Significance for the proposed Home Business regulations was issued on April 13, 2012; and

WHEREAS, in accordance with RCW 36.70A, a request for expedited review was received by the State of Washington Department of Commerce on March 22, 2012 and was granted expedited review on April 17, 2012; and

WHEREAS, the public process for the proposed amendments has provided for public participation opportunities at public meetings and hearings before the Planning Commission and City Council between August of 2011 and of May of 2012; and

WHEREAS, the Planning Commission held public meetings and public hearings on October 20, December 1, 2011, January 19, 2012 and February 2, 2012 and forwarded a recommendation to permanently amend Chapters 15, 20, and 65 of Title 21A to modify the Home Business regulations to the City Council on March 13, 2012; and

WHEREAS, the City Council considered the proposed Home Business regulations at a City Council public hearing on May 1, 2012, which was continued on May 14, 2012; and

WHEREAS, the City Council considered the Planning Commission's recommendation, public comment, and other available information.

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

**Section 1. Adoption of the Home Business regulations.** The Home Business Regulations as set forth in Attachment “A” to this ordinance is hereby adopted.

**Section 2. Codification of the Fundraising Sign regulations.** The City Council authorizes the Community Development Director and City Clerk to codify the regulatory provisions of the Home Business ordinance into Title 21A of the Sammamish Municipal Code for ease of use and reference.

**Section 3. Interpretation.** The City Council authorizes the Community Development Director to administratively interpret these provisions as necessary to implement the intent of the Council.

**Section 4. 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 5. Effective Date.** This ordinance shall be published in the official newspaper of the City, and shall take effect and be in full force five (5) days after the date of publication.

**ADOPTED BY THE CITY COUNCIL AT A REGULAR MEETING THEREOF ON THE \_\_\_\_\_ DAY OF MAY 2012.**

CITY OF SAMMAMISH

\_\_\_\_\_  
Mayor Thomas T. Odell

ATTEST/AUTHENTICATED:

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

Exhibit 1

Approved as to form:

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Bruce L. Disend, City Attorney

Filed with the City Clerk:	April 25, 2012
Public Hearing:	May 1, 2012
First Reading:	May 1, 2012
Public Hearing:	
Passed by the City Council:	
Date of Publication:	
Effective Date:	



## Exhibit 2

### Planning Commission – Recommended Version (February 2, 2012)

- 21A.15.605 Home industry (*deleted / replaced*)
- 21A.15.605 Home Business (*new definition*)
- 21A.15.610 Home occupation (*deleted*)
- 21A.20.030 Residential land uses (*amended reference to Home Business Type 1 and Type 2, level of review*)
- 21B.20.040 Town Center Residential land uses (*amended reference to Home Business Type 1 and Type 2, level of review*)
- 21A.65.010 Purpose (*amended to clarify purpose of home business regulations*)
- 21A.65.050 Home occupation (*deleted / replaced*)
- 21A.65.050 Home business (*new section*)
- 21A.65.060 Home industry (*deleted*)
  
- 21A.110.040 Conditional use permit (*included for context / reference*)

“Plain Text” is existing code language

“~~Strikethrough Text~~” is existing language that will be deleted

“Underline Text” is code language that will be added

## Exhibit 2

### **21A.15.605 Home Business.**

“Home business” means a business or profession which is incidental **to the use of** a residential dwelling unit by a resident of the dwelling unit. Home businesses do not include uses where the use of the premises as a dwelling unit is secondary to the operation of the business or profession.

The home business use definition does not include other residential accessory uses identified in SMC 21A.20 and defined in SMC 21A.15, including but not limited to:

- a) Bed and breakfast guesthouses,
- b) Senior citizen assisted housing,
- c) Daycare 1, and
- d) Specialized instructional schools.

Home businesses are further subclassified as follows:

- e) Home business, Type 1 –conducted within a building permitted within a residential zone and that will not result in odors nor obvious visible or audible business activity outside of the building. Type 1 home businesses are generally indistinguishable from other dwelling units in the vicinity.

Home business, Type 2 –conducted within a building permitted within a residential zone and that results in limited odors, and some obvious visible or audible business activity outside of the building. Type 2 home businesses may be characterized by the following types of activities: increased deliveries beyond regular residential mail delivery activity; increased client or customer visitation to the site; and/or visual or audible activity visible from adjacent properties or the street. Home businesses that cannot meet the standards established in SMC 21A.65.050(4) for Type 1 businesses, are Type 2 home businesses and subject to the standards of SMC 21A.65.050(5).

Exhibit 2

**21A.20.030 Residential land uses.**

A. Table of Residential Land Uses.

**KEY**

P – Permitted Use

C – Conditional Use

S – Special Use

		ZONE	RESIDENTIAL		COMMERCIAL		
			Urban Residential		Neighborhood Business	Community Business	Office
SIC#	SPECIFIC LAND USE		R-1 – R-8	R-12 – R-18	NB	CB	O
...							
	DWELLING UNITS, TYPES:						
	ACCESSORY USES:						
*	Residential accessory uses		P5	P5			
*	Home Business Type 1		P	P	P	P	P
*	Home Business Type 2		C	C	C	C	C
*	EV charging station <sup>(11, 12)</sup>		P13	P13	P	P	P
*	Rapid charging station <sup>(14)</sup>		P15	P15	P	P	P
...							

Exhibit 2

**TOWN CENTER PERMITTED USE TABLES**

**21B.20.040 Residential land uses.**

A. Table of Residential Land Uses.

**KEY**

P – Permitted Use

U – Permitted Use as Part of Adopted Unified Zone Development Plan

C – Conditional Use

S – Special Use

X – Prohibited Use

SIC#	SPECIFIC LAND USE	TC-A sub-zones					TC-B	TC-C	TC-D	TC-E
		A1	A2	A3	A4	A5				
...										
	DWELLING UNITS, TYPES:									
	ACCESSORY USES:									
*	Residential accessory uses <sup>4</sup>	P <sup>1</sup>	P	P	X	P				
*	Home Business Type 1	P	P	P	P	P	P	P	X	P
*	Home Business Type 2	C	C	C	C	C	C	C	X	C
*	Electric vehicle charging station <sup>8,9,14</sup>	P	P	P	P	P	P <sup>10</sup>	P <sup>10</sup>	P	P <sup>10</sup>
*	Rapid charging station <sup>11,14</sup>	P	P	P	P	P	P <sup>12</sup>	P <sup>12</sup>	P <sup>13</sup>	P <sup>12</sup>
...										

Development Conditions:

1. Except for lobbies or other similar entrances, the use is prohibited within 30 feet of the sidewalk on the ground floor of designated pedestrian-oriented streets or corridors.

...

## Exhibit 2

### **21A.65.010 Purpose.**

The purpose of this chapter is to enhance and preserve the compatibility between neighboring properties by regulating the scope and intensity of accessory uses or activities. In addition, the intent of the home business regulations is to:

- (1) Maintain and preserve the character of neighborhoods;
- (2) Promote appropriate business and economic development opportunities within neighborhoods;
- (3) Ensure the compatibility of home businesses and surrounding uses; and,
- (4) Mitigate potential impacts to surrounding uses.

### **21A.65.050 Home businesses.**

- (1) Business License. All home businesses shall obtain required business licenses.
- (2) Compatibility required. All home businesses shall be operated in such a way as to ensure compatibility between the home business and the surrounding neighborhood. In addition to other required standards, home business compatibility shall address the following aspects of the home business:
  - (a) Visibility from adjacent properties and the street;
  - (b) Audibility from adjacent properties and the street;
  - (c) Residential scale and intensity;
  - (d) Odors;
  - (e) Health and Safety; and,
  - (f) Traffic.
- (3) Prohibited. The following uses in subsections (a) and (b) below are presumed to be incompatible with the characteristics identified in section (2) and are prohibited as a home business.
  - (a) The following uses are incompatible and are prohibited outright and may not be authorized as a home business by the director:
    - i. Any use not identified as an allowed use within the city; and,
    - ii. Any use prohibited within the city limits.
  - (b) The Director may consider an exception for the following uses based upon the impacts to surrounding properties that may be created by the proposed use and subject to a conditional use permit review:
    - i. Automobile, truck, and heavy equipment repair;
    - ii. Auto body work or painting;
    - iii. Adult use facilities;
    - iv. Veterinary clinic or hospitals;
    - v. Businesses that require the outdoor parking and storage of heavy equipment for use off-site;
    - vi. Businesses that require the outdoor storage of building materials for use on other properties; and,
    - vii. Other uses determined by the director to be similar in nature to the prohibited uses listed in this subsection.
  - (c) Exceptions requested for businesses in subparagraph (b) above, shall be evaluated to determine if they meet the criteria for conditional use permits established by SMC 21A.110.040 and the following:
    - i. The use shall be subject to section (5) below, as determined by the director based upon the proposed operation of the use;
    - ii. The use shall be located in a unique location that will contribute to ensuring compatibility with surrounding uses;

## Exhibit 2

- iii. The director determines that new development is unlikely to occur in proximity to the proposed use such that an incompatibility will be avoided over time; and,
    - iv. The allowance of an exception shall not be considered precedent setting for subsequent land use authorizations.
- (4) Home businesses that meet the following standards will be considered Type 1 home businesses for the purposes of this chapter:
  - (a) Business related activity shall be conducted within the confines of the building(s) associated with the home business;
  - (b) Smoke, odors, dust, or light produced by the business shall not exceed that normally associated with a residential dwelling unit;
  - (c) Buildings associated with the home business shall be designed consistent with the existing facade, roof pitch, siding, and windows of the dwelling unit;
  - (d) No more than three vehicles associated with the home business shall be visible from the street or adjacent properties on a regular basis;
  - (e) Sales or services shall be by appointment or provided off-site;
  - (f) No more than one outbuilding, in addition to the dwelling unit, may be used for the home business, excluding outbuildings used solely for material storage. All outbuildings used for the home business shall not be visible from the street;
  - (g) On site client or customer related appointments shall occur between the hours of 8AM and 9PM;
  - (h) Vehicles, equipment, and materials owned by the home business and associated with business operation shall be stored within the buildings associated with the home business; and,
  - (i) Truck deliveries shall be consistent with normal residential deliveries. Regular and frequent tractor-trailer or semi-trailer deliveries are prohibited.
- (5) Type 2 home businesses require a conditional use permit pursuant to SMC 21A.20.030 and SMC 21A.110.040. Prior to decision on a conditional use permit the director shall consider the compatibility criteria in subsection (2) above and the compatibility review in subsection (6). Type 2 home businesses shall also be subject to the following minimum standards:
  - (a) The home business shall be located such that the home business is not visible from the street and the home business activity shall be no closer than 20 feet to property lines;
  - (b) Activities conducted outdoors shall be fully screened from adjacent properties and streets;
  - (c) Vehicles, equipment, and materials owned by the home business and associated with business operation shall be fully screened from adjacent properties and streets;
  - (d) Noise, traffic, and odors shall be evaluated to ensure compatibility with the surrounding neighborhood;
- (6) Compatibility review. In code compliance cases and in review of a Type 2 home business, the director has the authority to review and condition the proposed use to ensure that the home business complies with the compatibility standards established by subsection (2) above. The director may further set conditions to ensure compatibility by:
  - (a) Determining that a specific home business cannot be operated as a Type 1 home business and is subject to the review requirements of a Type 2 home business;
  - (b) Limiting the type and size of equipment used by the home business to those that are compatible with the surrounding neighborhood;
  - (c) Limiting the number of client or customer trips to the site related to the home business;
  - (d) Limiting on site retail sales to ensure compatibility;
  - (e) Providing for setbacks or screening as needed to protect adjacent residential properties;
  - (f) Specifying hours of operation;

## Exhibit 2

- (g) Determining acceptable levels of outdoor lighting;
- (h) Limiting or prohibiting odors from the home business;
- (i) Requiring sound level tests for activities determined to produce sound levels that may be excessive for a residential neighborhood;
- (j) Limiting other neighborhood impacts generated by the home business; and
- (k) Establishing other conditions necessary to ensure compatibility consistent with subsection (2) above.





## Memorandum

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**Date:** April 25, 2012  
**To:** Ben Yazici  
**From:** Kamuron Guroi  
**Re:** Home Business code amendments

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At the study session on March 13, following the Planning Commission handoff to the City Council, several members of the Council asked questions regarding the proposed Home Business regulations and identified policy issues for further discussion.

The attached matrix identifies those policy issues, summarizes the city's current code and the Planning Commission's recommendations, and includes options and comments from city staff. Please note the additional issue related to retail sales from businesses that also require state or federal approvals (e.g., alcohol, firearms) addressed in the matrix.

The proposed options would provide more certainty and in some cases an upper limit on some aspect of a proposed home business. For example, limiting home businesses to 50% of the floor area and a specified number of employees, or identifying specific hours of operation, would preserve the bulk of the flexibility proposed by the Planning Commission, but also provide more certainty for adjacent neighbors.

The Council will be conducting the First reading and opening the public hearing on May 1, 2012 and the second reading is scheduled for May 14, 2012. Please let me know if you have questions or need more information, thanks.



Exhibit 2

Table of identified Policy Issues for Home Business Code Amendments

Policy Issue	Current Code	PC Recommendation	Options for Council Review	Staff comment
<b>1. General retail sales</b>	Sales prohibited for home occupations. For home industries, sales limited to goods produced on site. (Public testimony states that retail sales are often conducted through an appointment.)	Sales limited to “by appointment” or provided off-site.	Consider additional limitations for retail sales, for example restrict to goods produced on-site only.	PC recommendation appears to be consistent with current practice.
<b>2. Retail sales for businesses requiring federal or state approval – for example, firearms or alcohol)</b>	Currently prohibited for home occupations. Allowed for home industry sites if goods are produced on site.	Sales limited to “by appointment” or provided off-site (same as for general sales)	Require that any business that also requires federal or state approval be allowed only as a Type 2 Home Business.	Type 2 process will provide for additional opportunity to develop conditions to address concerns for these types of sales
<b>3. Prohibited Uses</b>	Following uses are prohibited: Automobile, truck and heavy equipment repair; Auto body work or painting; Parking and storage of heavy equipment; and Storage of building materials for use on other properties	Current uses listed to left are generally presumed incompatible, but may be authorized on a case-by-case basis by the director	None identified	The PC recommendation requires case-by-case analysis, and may create false expectations. Some uses are controversial (e.g. adult uses, collective gardens, etc) and would be inherently hard to locate, and thus may be better prohibited outright.
<b>4. Appointment hours</b>	Home occupation / home industry - no limit on appointment hours	Limit Type 1 home business appointment hours to between 8AM and 9PM (7 days a week)	Consider limiting appointments to 9AM to 7PM Monday through Friday, and 10AM to 5PM Saturday and Sunday	Consistency of appointment hours with solicitor license hours is easier to administer
<b>5. Use of certain non-specific terms (e.g. “regular”, “normal”)</b>	Current standards are prescriptive and can be seen as rigid	Some of the proposed standards use non-specific language (e.g. “regular”, “normal”, etc), which inherently require staff to interpret and apply consistently	None identified	These terms can and would be applied consistently, and staff can develop administrative rules if needed
<b>6. Floor Area</b>	Home occupations limited to	No floor area limitations. Focus	Retain the 5 compatibility	Upper limits provide more

Exhibit 2

Policy Issue	Current Code	PC Recommendation	Options for Council Review	Staff comment
	20% floor area Home industry limited to 50% floor area	is on the 5 compatibility items (visible, audible, odor, health and safety, and traffic)	metrics, but also consider upper limits, for example “in no case should floor area for use exceed 50%.”	certainty for applicants and neighbors, and will help improve code administration
<b>7. Parking for vehicles</b>	Minimum parking requirement is 2 additional stalls. No maximum parking standard	No more than 3 vehicles associated with Type 1 home business can be visible from the street / adjoining properties	Retain limit for Type 1, and further limit parking for Type 2 home businesses to no more than 6 cars (with an exception for occasional events)	Providing an upper limit on Type 2 home businesses provides clarity and direction
<b>8. Separation of Type 2 home businesses from surrounding Single Family uses</b>	Minimum lot size is 1 acre	Use has to be 20 feet from property line	Minimum lot dimension of 100 feet and use has to be 20 feet from property line	Type 2 home businesses are expected to have some compatibility concerns with adjoining properties



# City Council Agenda Bill

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**Meeting Date:** May 1, 2012

**Date Submitted:** April 25, 2012

**Originating Department:** Parks and Recreation

**Clearances:**

<input checked="" type="checkbox"/> City Manager	<input checked="" type="checkbox"/> Community Development	<input checked="" type="checkbox"/> Parks & Recreation
<input checked="" type="checkbox"/> Attorney	<input type="checkbox"/> Finance & IT	<input type="checkbox"/> Police
<input type="checkbox"/> Admin Services	<input type="checkbox"/> Fire	<input type="checkbox"/> Public Works

**Subject:** Amendment adopting the proposed 2012 Parks, Recreation and Open Space (PRO) Plan

**Action Required:** First reading and public hearing. Anticipated adoption at second reading on May 14, 2012.

**Exhibits:**

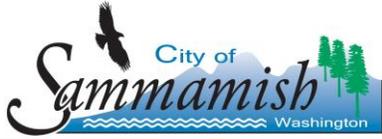
1. Adopting Ordinance
2. [2012 PRO Plan \(Council Draft Dated 04-25-12\)](#)
3. Matrix of City Council Feedback/Comments (Updated 04-25-12)
4. Parks Capital Improvement Projects – Track Changes
5. Parks Capital Improvement Projects – Clean Copy

**Budget:** N/A

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**Summary Statement:**

The Parks, Recreation and Open Space (PRO) Plan is a component of the City's Comprehensive Plan and is updated every 6 years to remain current with the needs of the community, to comply with the Growth Management Act (GMA), and to remain eligible for grant programs through the Washington State Recreation and Conservation Office (RCO).



## City Council Agenda Bill

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### **Background:**

The current plan was adopted by City Council in December 2004. The updated plan, once adopted, will remain valid until 2018. During the update process the Parks and Recreation Commission provided guidance and direction on matters relating to planning, acquisition, development and operation of park facilities and recreational programs, while the Planning Commission focused on ensuring that elements required under the state growth Management Act (GMA) were included.

Over the many months the PRO Plan was being developed, members of the Planning Commission and Parks and Recreation Commission served as members of a Steering Committee to ensure close coordination and communication. An early and extensive public participation program to gather public input into the development of the plan was started in February 2010 with public open houses and surveys. The public comment period continues through the public hearing on May 14, 2012.

The first draft of the PRO Plan was presented at a joint meeting of the City Council and the Parks Commission on March 19. The draft was again reviewed by the City Council at a study session on April 10 and consensus was reached on a number of modifications to the draft. Those changes have been incorporated in the April 25, 2012 City Council draft and are identified by strikethroughs and underlines.

Council comments have been tracked using a matrix (see attached). The matrix identifies the changes that have been made and those that require further discussion. Any remaining unresolved items will be presented and discussed at the council meeting.

**Financial Impact:** N/A

**Recommended Motion:** Close or continue the public hearing

**CITY OF SAMMAMISH  
WASHINGTON  
ORDINANCE NO. O2012-\_\_**

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**AN ORDINANCE OF THE CITY OF SAMMAMISH WASHINGTON, ADOPTING THE  
2012 PARK RECREATION AND OPEN SPACE (PRO) PLAN**

WHEREAS, the City Council adopted the City's Initial PRO Plan in December 2004 as part of Parks Element in the City's Comprehensive Plan; and

WHEREAS, the PRO Plan is part of the city's adopted Comprehensive Plan, Appendix C; and

WHEREAS, the PRO Plan, contains an updated parks inventory, retains the valuation-based primary level of service standard, provides updated goals and objectives and an updated capital improvement plan (CIP) as required to meet RCW 36.70.070; and

WHEREAS, an environmental review of the Comprehensive Plan amendment was conducted in accordance with the requirement of the State Environmental Policy Act (SEPA), and a non-project SEPA Determination of Non-significance was issued on April 17, 2012; and

WHEREAS, the public process for the proposed amendment provided for early and continuous public participation opportunities including ten public open house meetings in 2010, a public survey in July 2010, two public hearings before the Planning Commission on October 6 and 20 2011, public meeting conducted by the City Council on March 12, 2012 and public hearings before the City Council on May 1 and 14 2012; and

WHEREAS, the PRO Plan was created to maintain state grant eligibility from the Washington State Recreation and Conservation Office and guides department operations; and

WHEREAS, the Planning Commission recommended adoption of the PRO Plan to the City Council on March 19, 2012;

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

Section 1. Amendment of Comprehensive Plan. The Sammamish City Council hereby adopts the 2012 Sammamish PRO Plan.

Section 2. Effective Date. This Ordinance shall be published in the official newspaper of the City, and shall take effect and be in full force five (5) days after the date of publication.

Section 3. 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 Resolution be pre-empted by state or federal law or regulation, such decision or pre-emption shall not affect the validity of the remaining portions of this Ordinance or its application to other persons or circumstances.

**ADOPTED BY THE CITY COUNCIL AT A REGULAR MEETING THEREOF ON  
THE \_\_\_\_\_ DAY OF May, 2012**

CITY OF SAMMAMISH

\_\_\_\_\_  
Mayor Thomas T. Odell

ATTEST/AUTHENTICATED:

Melonie Anderson, City Clerk

\_\_\_\_\_  
Approved as to form:

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

Filed with the City Clerk:	April 24, 2012
Public Hearing:	May 1, 2012
First Reading:	May 1, 2012
Passed by the City Council:	
Resolution Number	

Date	Submitted By	Item	Page	Comment	Response/Resolution	Status
03/12/12	Ramiro Valderrama-Aramayo	General Comment	0.0	Will measures be prepared so we can see where we are in meeting the objectives chosen - for example where are we today on meeting diverse community needs - which are they? Goal one has some reference to it but, no real description.	Yes, looking ahead it is assumed that we will use these goals and objectives to measure our performance/progress. We do not intend to provide a report on our current status.	No change made
03/12/12	Ramiro Valderrama-Aramayo	General Comment	0.0	Have you been able to get initial utilization rates of our parks as requested by both Councilman Curley and myself?	Per the discussion at the city council meeting on 3/19, we will be obtaining sample usage data for Ebright Creek Park. Work will begin on this in May.	No change made
04/10/12	Tom Odell	General Comment	0.0	Along with a number of other requirements that have been relaxed by the state of late I am wondering if we should push the review cycle for the parks PRO Plan to something greater than every six years. If the Comp Plan update cycle changes then perhaps all of the the related planning efforts - including this one - could be similarly increased. It would save everyone a lot of effort and ultimately expense.	The staff agree! There have been discussions in the past about syncing all of the comp plan updates, but nothing has made it to the legislature yet.	No change made
03/12/12	Ramiro Valderrama-Aramayo	Vision Statement	1.2	On the Vision statement are these objectives in prioritized order? Are they weighed equally?	These items are not in priority order and the Parks Commission felt that all were equally important in defining the parks and recreation vision for Sammamish.	No change made

Date	Submitted By	Item	Page	Comment	Response/Resolution	Status
03/10/12	Don Gerend	Community Profile	2.1	I don't think Sammamish is 26 miles east of Seattle. As the crow flies it is perhaps 15 miles, center to center and probably more like 20 miles by road. I also wouldn't say that it measures 6.72 miles north to south and 5.76 miles east to west. Three significant figures are misleading when describing an irregularly shaped area. Perhaps it would be better to say that Sammamish measures some 7 miles north to south along the shore of Lake Sammamish and some 6 miles east to west at its widest point.	Good suggestion. Changes will be made to the final copy.	Changes made
04/10/12	Tom Odell	Community Profile	2.1	We are NOT 26 miles east of Seattle!! Also, SEATAC airport is more like 27 miles from my house, not 17. Are the two mileage numbers transposed?	See above.	Changes made
03/10/12	Don Gerend	Community Profile	2.1	...you describe "two small shopping centers" which perhaps would be better described as "two neighborhood shopping center districts and a Town Center zoned for mixed use development of some 2,000 dwelling units and 600,000 square feet of commercial/retail space".	Changes made as recommended.	Changes made
03/10/12	Don Gerend	Figure 2.4	2.6	Figure 2.4: Age Distribution of Residents 2010 on page 2.6 has an error in the pie chart. Two sectors are labeled "0-19 yrs 34.18%", whereas one of them should be labeled "60-64 yrs 4.47%".	Corrections have been made.	Changes made
03/18/12	Don Gerend	Figure 3.1	3.2	I believe the darker green caption for Figure 3.1 should be entitled "Developed and Undeveloped Park Land" rather than "Undeveloped Park Land".	The darker green caption will read "Total Park Land" in the final copy. Thanks for catching this error.	Changes made

Date	Submitted By	Item	Page	Comment	Response/Resolution	Status
03/18/12	Don Gerend	TBP status	3.7	Just wondering what the status of the Trails, Bikeways, and Paths Plan update is? Or isn't this being updated along with the PRO Plan?	The TBP Plan update will begin once the PRO Plan update is complete. This is a joint effort between Parks and Public Works. We anticipate a draft will be presented to the City Council sometime in 2013. The project timeline is still in development.	N/A
03/18/12	Don Gerend	Sammamish Landing classification	3.8	Sammamish Landing is listed as a Neighborhood Park, based solely on it's acreage I assume. However, I view it more as a Community Park, or even a Regional Park if you consider who will be using it.	<p>Park classifications are based on three main elements: size of park, activities/amenities and anticipated service radius. Our classifications are consistent with neighboring jurisdictions and standard in the industry.</p> <p>The classifications are intended as a guideline for our parks system. As an example, a community park is larger, has many more elements such as trails, ball fields, playground, etc. and attracts a larger population. Community parks provide activities for a broader audience and are larger and generally more costly to build and maintain. Sammamish Landing does meet the definition of a neighborhood park and the staff recommendation is to retain this proposed classification.</p>	No changes made

Date	Submitted By	Item	Page	Comment	Response/Resolution	Status
04/10/12	Tom Odell	LOS	3.10	We allegedly have a shortage of park space in the northeast quadrant of the city. If we only use the circles on Page 3.11 this appears to be supported. However, as was previously pointed out the 1/2 mile circle may be a bit too tight and we probably need to look at a one mile radius. In addition, we have not taken into account the existence of neighborhood parks and school athletic field and playgrounds. Not accounted for in the Northeast quadrant are the Eastlake fields, the Recreation Center, and the fields at Inglewood JHS and Rachel Carson Elementary. Also, I am curious to see if a population density map of the city would indicate that the density of city residence in this area is also lower than in other locations.	All of these items were discussed at the April 10, 2012 City Council meeting. Council provided the following direction:  1. Keep the map showing the 1/2 mile radius circles. Include all city "park" properties, but distinguish the different types by color.  2. Staff shared the draft green space map (includes private and public green spaces). This is still a draft, but the update and refinement of this map will be added as an action item.  3. The population map and analysis will also be added as an action item.	N/A
04/10/12	City Council	Park map and LOS	3.11	LOS Map	Add 1/2 mile circles to all city facilities - athletic fields, recreation center and Illahee Trail. Make athletic field circles a different color.	Changes made
03/18/12	Don Gerend	LOS	3.11	The map only shows the 1/2 mile neighborhood park buffer for all parks rather than having the 2 mile radius around the community parks.	Decision was made at council meeting on 4/10/12 to retain the map with modifications as noted previously.	Changes made
04/10/12	City Council	LOS	3.12	LOS Map	Include information in the body of the text about LOS Map and what the future analysis of this information will provide.	Changes made

Date	Submitted By	Item	Page	Comment	Response/Resolution	Status
04/10/12	City Council	LOS	3.12	Add additional comments to the text on level of service explaining that further study is needed.	<p>Level of Service and the Future of the Parks System, changes as noted below:</p> <p>After a decade of considerable growth and a ten-fold increase in park acreage, the question is now being asked: what is the right size of the Sammamish parks system? How much park land is enough? Can you ever have enough preserved land? While the level of service analysis <u>in this plan</u> provides some insight, it doesn't provide a clear answer <del>and unfortunately there is no magical formula</del> <u>and additional study and analysis is needed.</u></p> <p>Future decisions about the size of the parks system must take into account community demand and needs, anticipation of future growth, <u>population density, availability of non-city parks and open spaces,</u> and maintenance and operating costs to name just a few critical factors. To provide some guidance and a long-term look ahead, a series of goals and objectives were developed for the parks system and are included at the end of this chapter.</p>	Changes made

Date	Submitted By	Item	Page	Comment	Response/Resolution	Status
03/12/12	Ramiro Valderrama-Aramayo	Level of Service	3.12	The Pro Plan reiterates questions of how much park land should Sammamish have - but, no answer provided in the plan and based on the earlier metrics used and cited - and the zero (0) deficiency in capacity of parks and recreational facilities cited - we can then assume we are now fully provided for.	Modifications were made to the LOS text in chapter 3 as a result of the council discussion on April 10 as noted above. Additional detail was also added to the goals and objectives section.	See above

Date	Submitted By	Item	Page	Comment	Response/Resolution	Status
03/18/12	Don Gerend	Figure 3.6	3.14	<p>Figure 3.6 showing the Budget for 2012 lists Total Acres Developed Park Land as 442 but that is rather misleading since only a portion of Evans Creek Preserve is developed.</p>	<p>For the purpose of preparing a simple analysis, we chose to count all of the acreage in a developed park. And even though some of our parks contain areas that are not developed, we still maintain these areas to ensure they are safe. As an example, we routinely inspect undeveloped areas of BL Preserve and as a result we have cleared numerous dump sites in recent years.</p> <p>Looking forward, is there something we can do to better understand levels of maintenance at each park? Yes.</p> <p>Chapter 3, Goal 5, Objective 1, Action Item A:  <b><i>Develop a maintenance plan for every park and facility.</i></b></p> <p>Staff are working on this task now. We recently completed the maintenance plan for Evans Creek Preserve (ECP). The plan indicates that ECP will require 2,000 labor hours per year with an estimated annual maintenance cost of \$40k. This amount can be reduced through the use of volunteers. This is maintenance only, not project work. We are working on similar plans for Sammamish Landing and SE 8th Street Park, and also intend to update other park plans.</p>	No changes made

Date	Submitted By	Item	Page	Comment	Response/Resolution	Status
04/10/12	Tom Odell	Figure 3.6	3.14	<p>Do the budget numbers for 2012 in the chart on this page reflect the addition of the "SE 8th Street" park? Also I note that the amount of park land indicated for Sammamish on Page 3.14 for 2012 is 442 acres while the number of acres for our city on page 3.15 is 460 acres.</p>	<p>2012 budget numbers include all three new parks - Evans Creek Preserve, SE 8th Street Park and Sammamish Landing.</p> <p>The chart on page 3.14 provides an analysis of maintenance dollars per <u>developed acre</u>. "Developed acre" refers to all of the parks that are currently open to the public.</p> <p>The chart on page 3.15 (just to make things confusing) is an analysis of <u>total park land</u> at the end of 2011. This includes developed and undeveloped properties. We excluded the 30-acres of Soaring Eagle Park because the land transfer was not yet complete.</p>	No changes made

Date	Submitted By	Item	Page	Comment	Response/Resolution	Status
03/18/12	Don Gerend	Figure 3.7	3.15	<p>In Figure 3.7 where the comparison is made of 2011 Park Maintenance Expenditures per Acre, the total acreage of 460 is used in comparison to other cities to develop the cost per acre comparison, but we have no idea what percentage of each city's acreage is developed requiring maintenance. The second line of the Figure 3.7 has a double asterisk, but I don't see a footnote explanation of that.</p>	<p>We concur. We have included the cost of maintenance per acre because it is a standard people like to see for comparison. But, there is too much variability when comparing park systems to other park systems and parks to other parks. As noted at the top of page 3.16, "this is generally not a reliable comparison."</p> <p>Instead, we prefer to use the maintenance cost per capita as a standard comparison. This is shown in figure 3.8.</p> <p>The missing double asterisk will be corrected in the final copy. The note here would have indicated that the Sammamish maintenance expenditures include facility maintenance (BL Lodge, Rec Ctr etc.) and other cities do not. But, all of other cities include trail maintenance and Sammamish does not.</p>	No changes made
04/10/12	Tom Odell	Maintenance	3.16	<p>Will we be responsible for Sween House maintenance expense or will it be the responsibility of the Sammamish Heritage Society?</p>	<p>I believe the question was intended for the Reard House. The contract with the Sammamish Heritage Society specifies that they are responsible for all maintenance. The City will maintain the grounds.</p>	N/A

Date	Submitted By	Item	Page	Comment	Response/Resolution	Status
04/10/12	Tom Odell	ADA requirements	3.17	<p>Re Goal #1, first objective - are we required to have ADA accessibility <i>everywhere</i>? What will this objective add to future capital and maintenance costs?</p>	<p>Without going into too much detail, some of the ADA regulations have changed and we will need to meet the new standards with all new construction. These standards <u>do not</u> require everything to be ADA accessible. A good example is Evans Creek Preserve. We designed one trail for ADA accessibility, but the remaining perimeter trails do not meet ADA requirements.</p> <p>Otherwise, the objective here was simply to be mindful of accessibility issues at our park facilities and strive to make improvements when practical and feasible. We have already done a lot in this regard. For example, we installed an ADA trail from the parking lot at Pine Lake Park to the water during our 2008-09 renovation. We significantly improved the trail from the Upper Commons to the Lower Commons in 2009, although a portion of the trail at the bottom still does not meet ADA accessibility requirements.</p>	No changes made

Date	Submitted By	Item	Page	Comment	Response/Resolution	Status
04/10/12	Tom Odell	Park Amenities	3.18	<p>Re Goal #1, second objective - comment about providing all kinds of amenities everywhere is bothering. I am not sure the Council will really want to have the Master Plan for all of our parks have all of these features for two reasons: First, there is a significant cost to build and maintain. Second, some of our park properties that have not yet been extensively developed may be best left that way (e.g. Hazel Wolf, BL Preserve, Evans Creek, Pigott sections 1 and 2). All of our parks do not have to look like an urban facility.</p>	<p><b>Modify to read:</b>                      Provide amenities at parks and open-space facilities such as restrooms, lighting, seating, drinking fountains, trash receptacles, bicycle racks, and shelters <del>wherever</del> <u>when possible, feasible,</u> and appropriate to extend hours of use and service quality.</p>	Changes made
03/18/12	Don Gerend	CPTED	3.18	<p>The Objective regarding "Ensure public safety...through the utilization of crime prevention through environmental design (CPTED) techniques"; could you explain what those techniques are?</p>	<p>CPTED refers to a cooperative design strategy between law enforcement and park designers. The idea is that we can prevent/minimize crime through our park design. For example, we want clear and open lines of site from our parking lots into our parks. So, no large view-blocking foliage in these areas. We also want clear lines of site around the structures in our parks. We also keep our buildings lit at all hours to discourage vandalism. Just a few examples. We have made it a practice to review all of our park designs with both police and fire and will continue to do so.</p>	N/A

Date	Submitted By	Item	Page	Comment	Response/Resolution	Status
04/10/12	City Council	LOS	3.19	Develop an objective to further study secondary levels of service and include the following action items: 1. Complete the green space map. 2. Complete a parks walkability analysis. 3. Complete a population density analysis. 4. Collect survey data from residents to guide decision on park priorities.	Added to page 3.19: <u><b>Objective 2:</b> Complete additional research and analysis to help guide the development of secondary level of service standards.</u>  <u><b>Action A:</b> Develop a “green space” map that identifies all public and private parks, open space, and trail opportunities in the city.</u>  <u><b>Action B:</b> Complete a “walkability analysis” as part of the Trails, Bikeways and Paths Plan update that identifies safe walkable routes to parks within 1/2 mile and 1 mile of each residence.</u>  <u><b>Action C:</b> Prepare a population density and park distribution analysis.</u>  <u><b>Action D:</b> Develop and conduct a statistically valid benchmarking survey that measures a key set of performance metrics related to parks services including satisfaction with the parks system, park usage, participation in outdoor activities, and priorities for maintenance and capital investment.</u>	Changes made

Date	Submitted By	Item	Page	Comment	Response/Resolution	Status
03/18/12	Don Gerend	CIP	3.19	<p>Regarding "Objective: Adopt a six-year capital improvement plan (CIP) every two years, off-cycle from the adoption of the biennial budget." Comment: You then say that the CIP will be updated this year (2012), but aren't we also adopting the biennial budget for 2013/2014 this year?</p>	<p>Yes, we are adopting a CIP the same year as the budget...only because we got off track. Our hope is to get back to a two-year cycle and focus on adopting the CIP the year before the budget update.</p> <p>The CIP is intended to identify long-range capital goals. Most capital projects require three years to complete - from public process to ribbon cutting. Staff will share a graphic at the April 10 CC meeting that illustrates the timeline challenges we've been dealing with in regards to capital projects.</p>	N/A
04/10/12	Tom Odell	Master Plans	3.20	<p>Re Goal #3, sixth objective - There is a concern among Council members that the Master Planning process as currently followed both creates an expectation that this is the goal for a park that may not be shared by the Council as a whole. Having a full build-out plan for parks may not be consistent with the wishes of the community and it might create unwanted expectations as to timing and cost for implementation. Perhaps we want to be less ambitious in the past on the level to which we take our planning. Should needs be changed in 10 or 20 years than that can always be revisited.</p>	<p><b>Modify to read:</b> Establish, adopt, or update master plans for all parks <u>in conjunction with public participation to guide all major park development and achieve cohesive design and efficient phasing of projects.</u> Develop multiyear <u>(10 to 20 year)</u> plans that can be realistically implemented and funded.</p>	Changes made

Date	Submitted By	Item	Page	Comment	Response/Resolution	Status
03/18/12	Don Gerend	TBP Update	3.20	I see that Action items are to "Inventory all trail connections - identify existing trails and connectivity gaps" and "Update the Trails, Bikeways and Paths (TBP) Plan every six years or as needed." When are these action items scheduled for?	The TBP Plan update will begin once the PRO Plan update is complete. This is a joint effort between Parks and Public Works. We anticipate a draft will be presented to the City Council sometime in 2013. The project timeline is still in development.	N/A
04/16/12	Jessi	Land Acquisition	3.21	Include an action item to establish criteria for land acquisition.	<p>Modifications to goal 4, objective 1:</p> <p><b>Objective 1:</b> Analyze system wide park needs and develop criteria for acquisition of new park land and facilities. <del>Criteria to include: alignment with parks and recreation vision, mission, and values; equitable distribution of geographic resources; estimated maintenance and operations costs of new land and facilities; and the benefits and potential services of the acquired land.</del></p> <p><b>Action C:</b> Acquire land suitable for a community park in the northeast quadrant of the City. <u>Action: Establish criteria to help guide park land acquisition decisions. Criteria to include: alignment with parks and recreation vision, mission, and values; equitable distribution of geographic resources; cost of development; estimated maintenance and operations costs of new land and facilities; and, the benefits and potential services of the acquired land.</u></p>	Changes made

Date	Submitted By	Item	Page	Comment	Response/Resolution	Status
03/18/12	Don Gerend	Acquisition	3.21	Parks Goal #4: You have one Action: "Acquire land suitable for a community park in the northeast quadrant of the City." Another Action might be "Acquire the Viewpoint connection to Evans Creek Preserve and connect the viewpoint to the Evans Creek Preserve by a trail down the old logging road"	<p><b>Add Action Item B:</b>  <u>Acquire the King County "Overlook Property" to establish a future connection to Evans Creek Preserve.</u></p> <p>Note: Adds to changes listed above.</p>	Changes made
04/10/12	Tom Odell	Acquisition	3.21	Goal #4, first objective - We need to ensure that the statement regarding "alignment with parks and recreation vision, mission, and values" reflects those of the Council and the needs of the taxpayers given cost considerations. The actual need for the <u>Action</u> calling for acquisition of property for a park in the NE quarter of the city is not yet established in the minds of several members of the Council.	No change was made to this objective at the 4/10/12 council meeting. If a change is desired, we will need to discuss at the next council meeting scheduled for 05/01/12.	No Changes made

Date	Submitted By	Item	Page	Comment	Response/Resolution	Status
04/10/22	City Council	Urban Forest	3.22	Add an objective with associated action items to address the importance of maintaining our urban forest.	Modifications made to goal #5:  <u><b>Objective 1:</b> Preserve existing forested parks and open space areas by implementing management practices to ensure the long-term health of the urban forest. Monitor tree health, forest structure, and the occurrence of invasive species in parks and open space areas throughout the city. Plant trees in parks and open space areas to improve the overall tree canopy.</u>  <u><b>Action A:</b> Complete the Tree City USA requirements to become an official Tree City.</u>  <u><b>Action B:</b> Complete a tree survey at Beaver Lake Park.</u>	Changes made
03/18/12	Don Gerend	Invasive Removal	3.23	The fourth Objective: "Remove invasive....by using native plants to increase the diversity..." Comment: I would suggest changing to "by using native <b>and non-native non-invasive</b> plants..."	Modify as Follows:  Remove invasive vegetation within parks, open spaces, and sensitive lands by establishing protocols for natural weed-removal methods (i.e. goats), by using native and <u>non-native non-invasive</u> plants to increase the diversity of plant species within parks, and by developing outreach and volunteer efforts to educate the community on invasive plants and proper removal strategies.	Changes made

Date	Submitted By	Item	Page	Comment	Response/Resolution	Status
04/10/12	Tom Odell	Recycling and Invasive Removal	3.22 & 3.23	Goal #4, objectives number 4 and 5 - Do we not recycle now? Also, I thought that we already had a program for invasive weed removal. Aren't both of these really ongoing maintenance issues and are they not included in the currnt parks maintenance plan? If not what is the cost?	<p>Recycling: In 2011 we implemented recycling in our major parks - Beaver Lake Park, Pine Lake Park, and Ebright Creek Park. We monitored to see if it was working and for the most part it was. We include recycle pick-up with our regular trash pick-up, so the cost is minimal. Our intent is to expand to all parks by 2014.</p> <p>Invasive Plants: We do not have a formal program, but we've identified areas where invasive plants are problematic in our parks and we are trying to work on them. Our goal (and we have the capability through a handhald GIS) is to map the areas of our parks that have invasive plant material. We can then track them and monitor our removal progress over time. This would be a volunteer project and likely take many, many years to fully implement.</p>	N/A

Date	Submitted By	Item	Page	Comment	Response/Resolution	Status
03/18/12	Don Gerend	Wildlife Corridors	3.24	<p>Objective 11: "Identify areas where native habitat should be improved to protect wildlife and <b>enhance wildlife corridors</b> through the incorporation of native plantings and access controls and removal of barriers to fish passage."                      Comment: I object to <b>enhancing wildlife corridors within the city</b>; while it is interesting to have a bear grappling against a picture window removing bird seed from a suction cup bird feeder, and to see bobcats wander through your yard, not to mention coyotes, deer, raccoons and some unidentified woodchuck-like creatures and, elsewhere in the city, possibly mountain lions, these animals should not be encouraged to interact with humans in urban designated areas. The point of the Urban Growth Boundary is to keep humans from sprawling into and destroying their habitats, not to encourage them to become semi-domesticated and dangerous to our children, pets and scaring the _____ out of us old folks. I do support the removal of barriers to some fish passage.</p>	<p>Identify areas where native habitat should be improved to protect wildlife and <u>maintain</u> <del>enhance</del> wildlife corridors through the incorporation of native plantings and access controls and remove of barriers to fish passage.</p>	Changes made
03/18/12	Don Gerend	Signage	3.24	<p>"Action: Implement interpretive signage program to promote unobtrusive wildlife and habitat viewing and learning at ..." Comment: This is a good idea. Maybe even have signage in Pine Lake Park identifying trees and bushes.</p>	<p>Thank you. All of our parks provide great opportunities for education.</p>	N/A

Date	Submitted By	Item	Page	Comment	Response/Resolution	Status
03/12/12	Ramiro Valderrama-Aramayo	Athletic Fields	4.0	Do we have any measures of the demand for new recreational fields? From leagues, teams etc.?	We interact with all of the leagues on a regular basis and they are consistent in asking for more fields. Unfortunately, none of them have hard data to show the deficiencies.	N/A
03/18/12	Don Gerend	Figure 4.3	4.3	I notice that Creekside Elementary isn't listed as having a field; doesn't it? Also, under Sport Type Skyline High School field should be marked in green for football, shouldn't it? Last I heard, they played some pretty good football there.	Creekside Elementary, much like many of the elementary schools on the plateau has 2 covered play areas and a small sand playfield.  We do play football on the community sports fields at Skyline. This correction will be made to the final copy.	Changes made

Date	Submitted By	Item	Page	Comment	Response/Resolution	Status
03/18/12	Don Gerend	Field Use	4.5	<p>We see that "In many cases, Sammamish leagues have had to limit the number of participants because of the limited availability of athletic fields." and yet when we look at the usage tables on weekdays and weekends, there are times (May and June during the week on the synthetic fields and July through October on the synthetic fields, for example) where they are categorized as "low use (less than 60% reserved)". It would seem perhaps that some leagues could be encouraged, either by pricing field use rates lower or simply be begging, to changing their schedules to better use these time slots.</p>	<p>Your comment prompted me to go back and look again at the data and the way it was calculated. We discovered an error in our analysis of the natural grass fields and will be correcting the charts in the final copy. I will share the revisions with the council at the meeting on April 10.</p> <p>The low times on the synthetic turf fields directly correlate with the way the youth leagues schedule their practices and games: practices during the week and games on the weekend. In general, there is not much we can do about this as all of the leagues are part of larger state associations and have very little control over game schedules. The good news is that the Council gave us the authority to discount last minute field rentals and we are currently doing that with the hope of booking additional field time.</p> <p>Bottom line...still more work to do!</p>	Changes made

Date	Submitted By	Item	Page	Comment	Response/Resolution	Status
04/10/12	Tom Odell	Athletic Fields	4.12/ 4.13	Athletic Field Goal #1. We need to look at the cost of both minimal upgrades (improved drainage only) for both the Inglewood and Pine Lake Middle School fields as well as a more ambitious program to install artificial turf with minimal other amenities at these same locations relative to the demand for and the cost of each incremental playing hour. These improvements should be weighed against alternative options such an indoor fieldhouse facility that might provide greater availability at lower per hour cost. Since we have recently had a fall-off in field utilization this decision needs to be carefully reviewed. We may well decide that the cost of satisfying the last portion of field demand is prohibitive given the cost of adding artificial turf to 2 or 3 outdoor fields for only limited incremental use is likely to be in the \$6 - \$10 million range.	No additional action items were added at the 4/10/12 council meeting in regards to athletic fields. If a change is desired, we will need to discuss at the next council meeting scheduled for 05/01/12.	No
03/18/12	Don Gerend	Indoor Fields	4.13	<b>Athletic Field Goal #1:</b> "Objective: Explore the potential of building a field house with indoor synthetic-turf fields." <b>Comment:</b> This is a good Objective, perhaps there could be an <b>Action:</b> associated with it this year, such as "explore the development concept with the YMCA for their Pine Lake site."	Add Action Item: <u>Work with the Y to explore the possibility of developing an indoor field house at the Y-owned Pine Lake Property.</u>	Changes made

Date	Submitted By	Item	Page	Comment	Response/Resolution	Status
04/10/12	Tom Odell	Soaring Eagle	4.14	Athletic Field Goal #1, third objective. Why do we need to develop a full-blown master plan for 30 Acres Park at Soaring Eagle Park? I feel that a minimalist approach here (trails and unsheltered picnic tables) will meet our committment to King County and that further planning - and related costs - can be postponed for several years.	<p>We have committed to completing master plans when we intend to develop a site. If we are not intending to develop Thirty Acres (Sammamish portion of Soaring Eagle Park) we do not need to complete a master plan.</p> <p>If there is a desire to strike this action item, it will need to be addressed at the 05/01/12 council meeting.</p>	No changes made
04/10/12	City Council Meeting	Indoor Fields	4.15	Need to do an assessment of league needs and determine what responsibility Sammamish has for meeting those needs. This is a regional issue. Add or modify the goals and objectives to reflect this change.	<p><b>Goal #4 Modified:</b>                      Continually evaluate <u>field usage data</u> and modify <u>and review</u> field scheduling processes to maximize community use and ensure system wide coordination.</p> <p>Objective `:</p> <p><b>Action A:</b>  <u>Complete an assessment of Sammamish league needs and determine Sammamish's level of responsibility (most league boundaries overlap with other jurisdictions) for meeting these needs.</u></p>	Changes made

Date	Submitted By	Item	Page	Comment	Response/Resolution	Status
04/10/12	Tom Odell	Field Use	4.15	<p>The improvement and refinement of field scheduling is something that <u>must be implemented and functioning before significant additional expenditure on playing fields</u> is authorized by the Council. Current practices are likely leading to unused capability particularly given the drop-off in field demand since we implemented the new rate schedule. There needs to be a single coordinator for all city fields that will also be responsible for scheduling of city financed school playing fields.</p>	<p>Staff agree and are working to maximize field use. Unfortunately, our primary users are youth leagues, which will result in cyclical scheduling patterns and seasons where fields are unused.</p> <p>There currently is a single field coordinator that oversees all field scheduling (in addition to all facility scheduling).</p>	No changes made
04/10/12	Tom Odell	Programs	5.2	<p>The comment about the Boys and Girls Club ("Recreation Centter") providing a <u>limited number</u> of senior and adult programs during the day when the facilities are otherwise unused is disturbing in view of council's very specific direction that this operation is to be a multi-age use operation. What programs (if any) are in fact currently being offered for adults and seniors today?</p>	<p>I think the description of "limited number" of programs is fair. It is a 10,000 sf facility (mostly one large room) with no gymnasium and no fitness facilities. There will be only "limited" programming for all ages available.</p> <p>It should also be noted that at the time of this writing the Recreation Center has only been open for 5 months. Our partners (the B&amp;G Club) were given a full year to get up and running before we revisit the programming plan. They have every intention of implementing daytime programs for a variety of populations.</p>	No changes made
04/10/12	Tom Odell	SE 8th St Park	5.2	<p>What are the plans for use of the house on the first section of the Pigott property?</p>	<p>Use of the house will be determined during the Master Plan process, which is currently ongoing.</p>	N/A

Date	Submitted By	Item	Page	Comment	Response/Resolution	Status
03/18/12	Don Gerend	Figure 5.1	5.2	I notice that reservations at Beaver Lake Lodge dropped significantly in 2011. Perhaps an explanatory footnote would be wise to include.	Thank you and good observation. The Lodge was closed November and December 2011 for the interior renovation, thus the drop in rentals. We will add a footnote explaining this in the final copy.	Changes made
03/18/12	Don Gerend	General Comment	5.6	The Sammamish Club in Issaquah is mentioned. I understand that it was for sale last year; did it sell and if so, for how much?	We are uncertain of the status of the sale.	N/A
04/10/12	Tom Odell	Park Amenities	5.19-5.21	Need to know how the provision of amenities such as shelters, pavillions, and rest rooms drives up the cost of parks (capital and operating) and what the payback (if any) looks like for these facilities. Also, what is behind the sizing and the numbers for shelters and other amenities. The critria seem a bit arbitrary. Do we need amenities at all (other than perhaps toilet facilities) in areas that are supposed to be natural? Do we really need to create a "standard" or "direct relationship" between parks development and pavillions and shelters?	<p>We have not completed an analysis of maintenance cost of park amenties for this plan. In general, picnic shelters and pavillions are low maintnenance with a high return on investment. (Shelters are popular in Sammamish). Restrooms require daily maintenance.</p> <p>The recommended sizing is tied directly to the size of the park and the availability of support amenities like parking lots and restrooms.</p> <p>I do recommend restroom facilities at all parks. It is a conveniences that our citizens appreciate and have come to expect. And where it is not feasible, we typically install a simple honey bucket versus a full blown restroom building.</p>	No changes made

Date	Submitted By	Item	Page	Comment	Response/Resolution	Status
04/10/12	Tom Odell	Beaver Lake Lodge	5.21	Indoor Recreational Goal #1, first objective. We just finished a significant remodel to Beaver Lake Lodge. Do we really need to do more in the next 5-6 years? What, when, and what will it cost?	<b>Modify:</b> Develop long-range plans for <u>ongoing maintenance and capital repairs at</u> <del>continued capital improvements at</del> Beaver Lake Lodge.	Changes made
03/18/12	Don Gerend	Indoor Recreation Goals	5.22	Regarding the "Indoor Recreation Goal #2 and the first Objective: Modify the findings from the 2011 feasibility study and the project approach as necessary to meet the changing needs and financial expectations of the community." Perhaps we should be formulating one or more Actions under this Objective.	Add Action Item: <b>Action A:</b> Develop two or three modified facility options (smaller in size) for consideration and further study.	Changes made
04/10/12	Tom Odell	Community Center	5.23	Indoor Recreation Goal #2, second objective. The Community Center. <b><u>This project should be the number one objective for the City of Sammamish</u></b> in the next few years with financial and other resource priority over <u>all other</u> Parks projects!!! The effort to identify a potential partner to share in capital and operating expenses should continue but we should not be single-minded with that approach. Efforts should also be given to development of a second, go it alone option, should that prove to be more favourable in the end for our taxpayers.	The CIP has been revised to reflect this priority.	Changes made

Date	Submitted By	Item	Page	Comment	Response/Resolution	Status
04/10/12	Tom Odell	SE 8th St Park	5.23	Indoor Recreation Goal #3. Agree on need to find an appropriate use for the house and barn. This should be for the city as a whole and the focus should be on minimizing any modification cost.	This is being addressed in the SE 8th Street Park Master Plan.	No changes made
04/10/12	Tom Odell	Partnerships	5.23	Indoor Recreation Goal #4. See comment #18 above. We should be careful that we maintain ultimate control over the outcome of any such arrangement. Overall I do not like to focus on partnerships for the sake of developing partnerships which seems to be the theme of this section. We should do so <u>only where they make absolute sense and not simply to relieve ourselves of the task of running a recreational facility.</u>		No changes made
03/18/12	Don Gerend	Shelter Use	5.25	Regarding "Action: Accept credit cards for pavilion and shelter rentals..." Question: Do we allow drop in use of shelters if they aren't reserved, and how do people know if a shelter is open? Perhaps a sign on the shelters referring people to a website which lists the reservation schedule would be helpful, so drop in picnickers could check on their smart phones and see if the shelter is reserved.	Signs are posted on shelters with the date and the time of the reservation. If a shelter is not booked it is available on a first-come, first-served basis.  Unfortunately, the only way to post this information on the website would be to do it manually. And since shelter reservations change daily, it would not be practical for us to do this. But, the good news is that a local company has developed a real-time facility booking program/website and we are considering partnering with them to help "move" our last minute inventory. Stay tuned!	N/A

Date	Submitted By	Item	Page	Comment	Response/Resolution	Status
04/10/12	Tom Odell	Programs	6.5	Comment on the focus to date on building infrastructure rather than being a direct provider of recreation programming is reflective of a focus that I feel needs to be changed in the future. We have spent 12 years building parks and now it is time to focus on what services we provide and how to do it. The department needs to move more to programming than has been the case to date. We need to develop summer programming for our kids with a focus on neighborhood availability.	No change were made to the goals and objective of this section at the 4/10/12 council meeting. If a change is desired, we will need to discuss at the next council meeting scheduled for 05/01/12.	No changes made
03/18/12	Don Gerend	Figure 6.3	6.7	Percentage of Obesity. Comment: This is a very telling table and reinforces Michelle Obama's "Let's Move" campaign and should be a motivation for the City to emphasize action recreation facilities.	Staff and Parks Commission agree.	N/A
04/10/12	Tom Odell	Cultural Arts	7.2	Agree that presenting issues relating to other cultures is important but not to the exclusion of cultural issues relating to North America and the State of Washington in which this city is located. Have we ever done anything that relates to the settlement of the West or our native peoples? What about the early settlers of the Sammamish Plateau?	I imagine the Arts Commission is open to a variety of cultural programming ideas.	No changes made

Date	Submitted By	Item	Page	Comment	Response/Resolution	Status
04/10/12	Tom Odell	Art in Parks	7.2	We need to think about how much art we want to have in the parks. It is not necessary in all and may not fit or be appropriate and some if it has been frankly a bit controversial for many. It also tends to be expensive and we are in a time where expenses are coming under increased Council and public scrutiny.		No changes made
03/18/12	Don Gerend	Cultural Arts Trends	7.5	Regarding Trends in Cultural Arts from the 2010 phone survey. "Music performances received the most first-choice votes, as well as the highest percent of total votes." Comment: I suspect that our Concerts in the Park and the Sammamish Symphony helped in this category. The survey results are shown graphically in Figure 7.2 and 7.3, although I am not sure that I understand the last row in Figure 7.3 "Combined". How was First Choice and Second Choice combined; it doesn't seem to be the average of the two?	The methodology is described in the survey report, which is Appendix A. The first choice and second choice were not combined. The combined score of 31.1% for music performances is the percentage of total combined responses that involved "music performances" as a choice.	No changes made

Date	Submitted By	Item	Page	Comment	Response/Resolution	Status
04/10/12	Tom Odell	General Comment	7.5-7.7	The second paragraph on 7.5 contains an assertion that "youth involvement in arts programs such as drama, music, and dance do better in reading, writing, and math than those who focus solely on academics" is a stretch. It can make children more well rounded and it does give individual children the opportunity to show their skills in the creative area but to say that it improves performance in the core academics is a leap of faith that is not supported in this document and may not be real even as nice as it sounds. Also, do tree socks and iron pigs really install civic pride?		No changes made
03/18/12	Don Gerend	Cultural Arts Goals	7.7	"Looking to the Future: Cultural Arts in Sammamish" Comment: There are 6 Cultural Arts Goals, but there are no Objectives or Actions, and the words "music performances", which received the most first-choice votes, don't appear in any of the Goals.	We intentionally omitted objectives and action items from the programmatic chapters (chapters 6, 7 & 8). Trends in these areas change rapidly and for that reason we didn't want to lock ourselves into long-term commitments on programming.  "Music performances" are not specifically referenced, but I believe these types of performances fall into many of the goals listed. If you would like to propose a modification we can discuss at the next council meeting on 05/01/12.	No changes made

Date	Submitted By	Item	Page	Comment	Response/Resolution	Status
04/10/12	Tom Odell	Cultural Arts Goals	7.7	All Cultural Arts Goals. I have a concern about spending significant amounts of city money on purchasing art such as the current piece in the commons or a clock tower. These were the source of many, many, many negative comments I received from the community at large while doorbelling. Funding through grants and donations would be more acceptable to our taxpayers but not from the general fund.	The plan does not address sources of funding for cultural arts program or projects. Those decision would be made when developing the biennial budget.	No changes made
03/18/12	Don Gerend	Volunteer Program	8.0	The City is doing a great job of encouraging and rewarding volunteerism! Let's keep it up and even enhance it.	Thank you.	N/A
03/10/12	Don Gerend	Volunteers and Partnerships	8.0	I particularly like Section 8 "Volunteers & Partnerships" which dramatically illustrates the growth of volunteerism in the City. The more people we get to participate in these programs, the more they come to learn about and appreciate the variety and wealth of our natural and artificial habitat here in the Great City of Sammamish. And, thus, the more we get buy-in by our citizens which should reflect itself in better care for the environs.	Thank you.	N/A

Date	Submitted By	Item	Page	Comment	Response/Resolution	Status
03/18/12	Don Gerend	CIP Funding Sources	9.2	<p>In the second paragraph it states "Funds for parks capital projects come from two primary sources - the real estate excise tax (REET) and impact fees." Comment: While this is true, it might be good to add two more sources of funds, "grants and citizen donations". Also, one of the advantages of having Master Plans completed is that if and when grant opportunities come along, we can pull plans off of the shelf to fit the grant criteria. Later Comment: I see that Page 9.8 covers these other sources of funds.</p>	<p>Staff recommendation is to leave the sentence on page 9.2 as-is. The primary source of parks CIP funding is REET and impact fees. There are other minor sources of funding as you observed and as we've listed on page 9.8.</p>	No changes made
03/18/12	Don Gerend	REET	9.5	<p>In the first paragraph there is a reference to footnote #3 after the sentence "The other half must be used to fund capital projects in transportation." Comment: It would seem that this #3 should be after the next paragraph on Park Impact Fees (it refers to the Rate Study for Impact Fees...). Also, could you clarify whether or not it is State law that one half must be used to fund capital projects in transportation or whether that simply is our city code?</p>	<p>You are correct, the footnote is in the wrong location.</p> <p>REET 1 and 2 may both be used for transportation acquisition and construction projects. The main difference between REET 1 and 2 for the city is that REET 1 may be used to acquire park and recreation property as well as for construction projects. REET 2 can't be used to acquire park and recreation property but can be used for construction.</p> <p>To avoid any possible misuse of REET 2 for park acquisition, all of REET 1 goes to the Parks CIP fund and all of REET 2 goes to the Transportation CIP fund.</p> <p>It is up to the city council to decide how REET funds are allocated between the capital budgets.</p>	Changes made

Date	Submitted By	Item	Page	Comment	Response/Resolution	Status
03/18/12	Don Gerend	King County Conservation District	9.8	Perhaps a little explanation there about how much KCD money is due to Sammamish every year based on the number of tax lots in the city, so that some grants are automatic out of the pot of money accrued by Sammamish and some are out of the KCD general fund.	We will provide a more thorough explanation about KCD funding in the final copy of the plan.	Changes pending comments from KCD
03/10/12	Don Gerend	2009 Programs	B.4	Under Programs in 2009, the third bullet states "Celebrated the City's 10th birthday with a Kid's Parade, Sammamish Days and Sammamish Nights in partnership with Sammamish Chamber of Commerce." Comment: This is true, but as part of the 10th birthday we also had a Math Contest and buried a time capsule to be opened in 2049 when the City is 50 years old, which contains messages from many of our current citizens to themselves or their descendants 40 years into the future.	We will add the additional information to 2009 in the final copy.	Changes made
03/12/12	Ramiro Valderrama-Aramayo	CIP	G	What is the Parks budgets for this and the projected for next year? Is it all for 2013 included in the CIP budget of Appendix G under 2013- or are other amounts needing to be added to it?	The parks <u>general fund</u> budgets for 2013 and beyond have not yet been developed.	Changes made
03/12/12	Ramiro Valderrama-Aramayo	CIP	G	I was disappointed not to see a list of recommended prioritized projects in the plan as discussed at the retreat and as I asked for in my Feb 15 and 25th e-mails. I hope this will be included for our discussions with the Park Commission and Park Staff.	The recommended projects for CIP funding are included in the draft CIP. Amongst all of the options, the projects identified are the highest priority for the Parks Commission.	Changes made

**City of Sammamish 2013-2018 Parks Capital Improvement Plan**

Draft - Updated 04-17-12 per council direction on 04-10-12 (Track Changes Copy)

PARK/PROJECTS		TOTAL	2013	2014	2015	2016	2017	2018	Unfunded
<b>ATHLETIC FIELDS</b>		<b>2,000,000</b>	<b>0</b>	<b>0</b>	<b>1,000,000</b>	<b>1,000,000</b>	<b>0</b>	<b>0</b>	<b>5,950,000</b>
1	<b>Inglewood Jr. High - Phase I</b> Upgrade existing football field with synthetic turf and lights. Includes restroom, soccer/lacrosse overlay with new drainage and irrigation.	0							2,400,000
2	<b>East Sammamish Park Athletic Fields - Soccer Field</b> Upgrade existing soccer field with drainage, synthetic turf goal boxes, irrigation, retaining walls, bleachers.	0							750,000
3	<b>Beaver Lake Park Athletic Fields - Soccer Field</b> One multi-use rectangular synthetic field with lighting.	0							1,500,000
4	<b>Beaver Lake Park Athletic Fields - Baseball Fields</b> Reconfigure 3 existing natural turf softball fields to 3 natural turf little league baseball fields.	0							1,300,000
5	<b>Field Turf Replacement - Eastlake High School</b> Replacement of the carpet at ELHS community fields.	1,000,000			1,000,000				
6	<b>Field Turf Replacement - Skyline High School</b> Replacement of the carpet at Skyline community fields.	1,000,000				1,000,000			
<b>BEAVER LAKE PARK</b>		<b>2,438,250</b>	<b>0</b>	<b>65,750</b>	<b>758,000</b>	<b>389,500</b>	<b>1,225,000</b>	<b>0</b>	<b>3,733,000</b>
7	<b>Beaver Lake Park - Lakeside Restroom</b> Add waterless restroom with outdoor shower for beach use. (Requires KCPH approval for greywater system. Does not include sewer connection).	240,750		15,750	225,000				
8	<b>Beaver Lake Park - Shoreline Improvements</b> Swim beach, floating platform, fishing pier, shoreline restoration.	550,000		50,000	500,000				
9a	<b>Beaver Lake Park - Lakeside Parking</b> Parking lot expansion and stormwater improvements. (Design fees include 7b project).	469,000				69,000	400,000		
9b	<b>Beaver Lake Park - Lakeside</b> Stormwater improvements at central meadow.	175,000					175,000		
10	<b>Beaver Lake Park - Lakeside</b> Playground, site furnishings, landscape and irrigation.	374,500				24,500	350,000		
11	<b>Beaver Lake Park - Lakeside</b> Lodge improvements with SW terrace and trail improvements.	321,000				21,000	300,000		463,000
12	<b>Beaver Lake Park - Westside Parking</b> Ballfield parking lot expansion, vehicular access reconfiguration and park entryway at corner of 24th & 244th. (Does not include sidewalk - coordinate with TIP).	308,000			33,000	275,000			275,000
13	<b>Beaver Lake Park - Dog Park Expansion</b> Dog park expansion and trail improvements (requires 3 baseball field reconfiguration).	0							320,000

**City of Sammamish 2013-2018 Parks Capital Improvement Plan**

Draft - Updated 04-17-12 per council direction on 04-10-12 (Track Changes Copy)

PARK/PROJECTS		TOTAL	2013	2014	2015	2016	2017	2018	Unfunded
14	<b>Beaver Lake Park - Westside Plaza</b> New restroom at ballfields, picnic shelter, sports plaza and play area (requires 3 baseball field reconfiguration).	0							2,250,000
15	<b>Beaver Lake Park - Center Woods</b> Trail Improvements	0							425,000
<b>BEAVER LAKE PRESERVE</b>		<b>200,000</b>	<b>200,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>500,000</b>
16	<b>Beaver Lake Preserve - Phase II</b> Picnic meadow restoration with site furnishings on shoreline side of Preserve. Trail connections to shoreline. Improved/repaired trail to Soaring Eagle Park. Potential smaller view platform. (Design & permitting complete in 2012).	200,000	<u>200,000</u> 400,000						
17	<b>Beaver Lake Preserve - Phase III</b> Parking lot expansion, restrooms, one view deck and two viewpoints, wildlife blind, signage, complete trail improvements. (does not include sewer connection/frontage improvements).	0							500,000
<b>EAST SAMMAMISH PARK</b>		<b>1,150,500</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>91,000</b>	<b>1,059,500</b>	<b>0</b>	<b>1,000,000</b>
18	<b>East Sammamish Park - Playground</b> Playground upgrades, new spray park, climbing wall and picnic shelter relocation.	650,000		45,500	604,500	<u>45,500</u>	<u>604,500</u>		
19	<b>East Sammamish Park - Parking</b> Parking lot expansion, frontage improvements, pedestrian lighting, tennis court access and trail to Margaret Mead Elementary.	500,500		45,000	455,000	<u>45,500</u>	<u>455,000</u>		
20	<b>East Sammamish Park - Restroom</b> Restroom and trail improvements, and destination garden.	0							500,000
21	<b>East Sammamish Park - Picnic</b> New picnic shelter, site furnishings, plantings.	0							500,000
<b>EVANS CREEK PRESERVE</b>		<b>649,500</b>	<b>225,000</b>	<b>25,000</b>	<b>25,000</b>	<b>0</b>	<b>24,500</b>	<b>350,000</b>	<b>1,950,000</b>
22	<b>Evans Creek Preserve - Sahalee</b> Trail connection to Sahalee. (Does not include acquisition costs).	200,000	200,000						
23	<b>Evans Creek Preserve - Circulation</b> Includes vehicular bridge replacement, internal road, 20 stall lower parking lot, 224 St road improvements and culvert replacement.	0							1,750,000
24	<b>Evans Creek Preserve - Picnic Shelter &amp; Play Area</b> Picnic structure and informal play area.	374,500					24,500	350,000	
25	<b>Evans Creek Preserve - Trails</b> Completion of internal trail system and habitat improvements.	75,000	25,000	25,000	25,000				
26	<b>Evans Creek Preserve - Trail Connector</b> Equestrian/bicycle outer trail connector (Does not include property or easement acquisition costs).	0							200,000

**City of Sammamish 2013-2018 Parks Capital Improvement Plan**

Draft - Updated 04-17-12 per council direction on 04-10-12 (Track Changes Copy)

PARK/PROJECTS		TOTAL	2013	2014	2015	2016	2017	2018	Unfunded
<b>SE 8th STREET PARK</b>		<b>448,000</b>	<b>0</b>	<b>48,000</b>	<b>400,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
27	<b>SE 8th Street Park - Phase I</b> Phase I improvements TBD by 2012 Master Plan.	448,000	48,000	48,000 400,000	400,000				
28	<b>SE 8th Street Park - Phase II</b> Phase II improvements TBD by 2012 Master Plan.	0							TBD
<b>NE SAMMAMISH PARK</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>150,000</b>
29	<b>NE Sammamish Park - Restroom</b> Replace portable restroom with flush toilets and permanent restroom building.	0							150,000
<b>SAMMAMISH LANDING</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>6,000,000</b>
30	<b>Sammamish Landing - Parking</b> Upland parking lot, restroom, entry plaza, ADA access from Parkway to ELST.	0							2,000,000
31	<b>Sammamish Landing - North</b> North trails, beach, trailside garden with shelter and site furnishings.	0							1,000,000
32	<b>Sammamish Landing - South</b> South trails, beach, trailside terrace with shelter and play area, and restoration.	0							1,000,000
33	<b>Sammamish Landing - Upland</b> Upland picnic shelter and garden (requires parking).	0							500,000
34	<b>Sammamish Landing - Central Beach</b> Central beach, retaining walls and boardwalk.	0							1,500,000
<b>SAMMAMISH COMMONS</b>		<b>110,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>10,000</b>	<b>100,000</b>	<b>0</b>
35	<b>Lower Commons</b> Development of a waterless restroom building.	110,000					10,000	100,000	
<b>SOARING EAGLE PARK</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>125,000</b>
36	<b>Soaring Eagle Park - Master Plan</b> Complete the Master Plan for Soaring Eagle Park.	0							125,000
<b>TRAILS</b>		<b>1,421,000</b>	<b>21,000</b>	<b>300,000</b>	<b>77,000</b>	<b>1,023,000</b>	<b>0</b>	<b>0</b>	<b>3,150,000</b>
37	<b>Beaver Lake Trail</b> Soft surface path along one side of road from Beaver Lake Park to Beaver Lake Preserve. (Does not include acquisition costs)	1,100,000			77,000	1,023,000			
38	<b>Gas Pipeline Trail</b> (does not include acquisition costs) NE 25th Way southeasterly to NE 14th Place.	0							1,500,000

**City of Sammamish 2013-2018 Parks Capital Improvement Plan**

Draft - Updated 04-17-12 per council direction on 04-10-12 (Track Changes Copy)

PARK/PROJECTS		TOTAL	2013	2014	2015	2016	2017	2018	Unfunded
39	<b>Sammamish Commons Trail Connection Phase I</b> Lower Sammamish Commons to SE 8th St. Park. (Does not include acquisition costs)	321,000	21,000	300,000					
40	<b>Sammamish Commons Trail Connection Phase II</b> SE 8th St from 218th Ave SE to 212th Ave SE. (Coordinate with TIP sidewalk projects; does not include acquisition costs).	0							600,000
41	<b>Plateau to SE 43rd Way - Part I</b> Trail along SE 43rd Way, through the DNR property to end of 219th Ave SE. (Does not include acquisition costs)	0							700,000
42	<b>Plateau to SE 43rd Way - Part II</b> 500' of trail from end of existing sidewalk on north side of SE 43rd Way to City limits. (Coordinate with TIP sidewalk projects; (Does not include acquisition costs).	0							350,000
<b>LAND ACQUISITION</b>		1,000,000	0	0	0	500,000	0	500,000	0
43	<b>Land Acquisition</b> Acquire land for future parks as opportunities become available.	1,000,000		500,000		500,000		500,000	
<b>GENERAL</b>		1,200,000	200,000	200,000	200,000	200,000	200,000	200,000	0
44	<b>Capital Replacement Program</b> This ongoing program is an investment for the replacement of facilities (ie. play areas, picnic tables, etc) within parks.	1,200,000	200,000	200,000	200,000	200,000	200,000	200,000	
<b>GENERAL</b>		841,725	44,600	43,875	226,000	250,350	231,900	45,000	0
45	<b>Capital Contingency Reserve</b> Reserve fund for capital projects.	841,725	44,600	43,875	226,000	250,350	231,900	45,000	
<b>TOTAL CIP EXPENDITURES</b>		11,458,975	690,600	682,625	2,686,000	3,453,850	2,750,900	1,195,000	22,558,000
<b>PARKS CIP REVENUE</b>									
	Beginning Fund Balance (Unrestricted)		2,000,000	2,690,400	3,325,846	3,009,982	2,426,122	1,066,943	
	Operating Contribution - General Fund		0	0	0	0	0	0	
	Real Estate Excise Tax (REET)		1,050,000	1,050,000	1,100,000	1,100,000	1,100,000	1,150,000	
	Park Impact Fees		325,000	260,000	260,000	260,000	286,000	325,000	
	Anticipated Grants		0	0	0	0	0	0	
	King County Levy Funding - Funds BL Trail Project (Restricted)		0	0	0	500,000	0	0	
	Field Turf Replacement Fund (Restricted)		0	0	1,000,000	1,000,000	0	0	
	Investment Interest		6,000	8,071	10,136	9,990	5,721	1,643	
<b>TOTAL PARKS CIP REVENUE</b>			3,381,000	4,008,471	5,695,982	5,879,972	3,817,843	2,543,586	
<b>ENDING FUND BALANCE</b>			2,690,400	3,325,846	3,009,982	2,426,122	1,066,943	1,348,586	

**City of Sammamish 2013-2018 Parks Capital Improvement Plan**

Draft - Updated 04-17-12 per council direction on 04-10-12 (Clean Copy)

PARK/PROJECTS		TOTAL	2013	2014	2015	2016	2017	2018	Unfunded
<b>ATHLETIC FIELDS</b>		<b>2,000,000</b>	<b>0</b>	<b>0</b>	<b>1,000,000</b>	<b>1,000,000</b>	<b>0</b>	<b>0</b>	<b>5,950,000</b>
1	<b>Inglewood Jr. High - Phase I</b> Upgrade existing football field with synthetic turf and lights. Includes restroom, soccer/lacrosse overlay with new drainage and irrigation.	0							2,400,000
2	<b>East Sammamish Park Athletic Fields - Soccer Field</b> Upgrade existing soccer field with drainage, synthetic turf goal boxes, irrigation, retaining walls, bleachers.	0							750,000
3	<b>Beaver Lake Park Athletic Fields - Soccer Field</b> One multi-use rectangular synthetic field with lighting.	0							1,500,000
4	<b>Beaver Lake Park Athletic Fields - Baseball Fields</b> Reconfigure 3 existing natural turf softball fields to 3 natural turf little league baseball fields.	0							1,300,000
5	<b>Field Turf Replacement - Eastlake High School</b> Replacement of the carpet at ELHS community fields.	1,000,000			1,000,000				
6	<b>Field Turf Replacement - Skyline High School</b> Replacement of the carpet at Skyline community fields.	1,000,000				1,000,000			
<b>BEAVER LAKE PARK</b>		<b>2,438,250</b>	<b>0</b>	<b>65,750</b>	<b>758,000</b>	<b>389,500</b>	<b>1,225,000</b>	<b>0</b>	<b>3,733,000</b>
7	<b>Beaver Lake Park - Lakeside Restroom</b> Add waterless restroom with outdoor shower for beach use. (Requires KCPH approval for greywater system. Does not include sewer connection).	240,750		15,750	225,000				
8	<b>Beaver Lake Park - Shoreline Improvements</b> Swim beach, floating platform, fishing pier, shoreline restoration.	550,000		50,000	500,000				
9a	<b>Beaver Lake Park - Lakeside Parking</b> Parking lot expansion and stormwater improvements. (Design fees include 7b project).	469,000				69,000	400,000		
9b	<b>Beaver Lake Park - Lakeside</b> Stormwater improvements at central meadow.	175,000					175,000		
10	<b>Beaver Lake Park - Lakeside</b> Playground, site furnishings, landscape and irrigation.	374,500				24,500	350,000		
11	<b>Beaver Lake Park - Lakeside</b> Lodge improvements with SW terrace and trail improvements.	321,000				21,000	300,000		463,000
12	<b>Beaver Lake Park - Westside Parking</b> Ballfield parking lot expansion, vehicular access reconfiguration and park entryway at corner of 24th & 244th. (Does not include sidewalk - coordinate with TIP).	308,000			33,000	275,000			275,000
13	<b>Beaver Lake Park - Dog Park Expansion</b> Dog park expansion and trail improvements (requires 3 baseball field reconfiguration).	0							320,000

**City of Sammamish 2013-2018 Parks Capital Improvement Plan**

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PARK/PROJECTS		TOTAL	2013	2014	2015	2016	2017	2018	Unfunded
14	<b>Beaver Lake Park - Westside Plaza</b> New restroom at ballfields, picnic shelter, sports plaza and play area (requires 3 baseball field reconfiguration).	0							2,250,000
15	<b>Beaver Lake Park - Center Woods</b> Trail Improvements	0							425,000
<b>BEAVER LAKE PRESERVE</b>		<b>200,000</b>	<b>200,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>500,000</b>
16	<b>Beaver Lake Preserve - Phase II</b> Picnic meadow restoration with site furnishings on shoreline side of Preserve. Trail connections to shoreline. Improved/repaired trail to Soaring Eagle Park. Potential smaller view platform. (Design & permitting complete in 2012).	200,000	200,000						
17	<b>Beaver Lake Preserve - Phase III</b> Parking lot expansion, restrooms, one view deck and two viewpoints, wildlife blind, signage, complete trail improvements. (does not include sewer connection/frontage improvements).	0							500,000
<b>EAST SAMMAMISH PARK</b>		<b>1,150,500</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>91,000</b>	<b>1,059,500</b>	<b>0</b>	<b>1,000,000</b>
18	<b>East Sammamish Park - Playground</b> Playground upgrades, new spray park, climbing wall and picnic shelter relocation.	650,000				45,500	604,500		
19	<b>East Sammamish Park - Parking</b> Parking lot expansion, frontage improvements, pedestrian lighting, tennis court access and trail to Margaret Mead Elementary.	500,500				45,500	455,000		
20	<b>East Sammamish Park - Restroom</b> Restroom and trail improvements, and destination garden.	0							500,000
21	<b>East Sammamish Park - Picnic</b> New picnic shelter, site furnishings, plantings.	0							500,000
<b>EVANS CREEK PRESERVE</b>		<b>649,500</b>	<b>225,000</b>	<b>25,000</b>	<b>25,000</b>	<b>0</b>	<b>24,500</b>	<b>350,000</b>	<b>1,950,000</b>
22	<b>Evans Creek Preserve - Sahalee</b> Trail connection to Sahalee. (Does not include acquisition costs).	200,000	200,000						
23	<b>Evans Creek Preserve - Circulation</b> Includes vehicular bridge replacement, internal road, 20 stall lower parking lot, 224 St road improvements and culvert replacement.	0							1,750,000
24	<b>Evans Creek Preserve - Picnic Shelter &amp; Play Area</b> Picnic structure and informal play area.	374,500					24,500	350,000	
25	<b>Evans Creek Preserve - Trails</b> Completion of internal trail system and habitat improvements.	75,000	25,000	25,000	25,000				
26	<b>Evans Creek Preserve - Trail Connector</b> Equestrian/bicycle outer trail connector (Does not include property or easement acquisition costs).	0							200,000

**City of Sammamish 2013-2018 Parks Capital Improvement Plan**

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PARK/PROJECTS		TOTAL	2013	2014	2015	2016	2017	2018	Unfunded
<b>SE 8th STREET PARK</b>		<b>448,000</b>	<b>0</b>	<b>48,000</b>	<b>400,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
27	<b>SE 8th Street Park - Phase I</b> Phase I improvements TBD by 2012 Master Plan.	448,000		48,000	400,000				
28	<b>SE 8th Street Park - Phase II</b> Phase II improvements TBD by 2012 Master Plan.	0							TBD
<b>NE SAMMAMISH PARK</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>150,000</b>
29	<b>NE Sammamish Park - Restroom</b> Replace portable restroom with flush toilets and permanent restroom building.	0							150,000
<b>SAMMAMISH LANDING</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>6,000,000</b>
30	<b>Sammamish Landing - Parking</b> Upland parking lot, restroom, entry plaza, ADA access from Parkway to ELST.	0							2,000,000
31	<b>Sammamish Landing - North</b> North trails, beach, trailside garden with shelter and site furnishings.	0							1,000,000
32	<b>Sammamish Landing - South</b> South trails, beach, trailside terrace with shelter and play area, and restoration.	0							1,000,000
33	<b>Sammamish Landing - Upland</b> Upland picnic shelter and garden (requires parking).	0							500,000
34	<b>Sammamish Landing - Central Beach</b> Central beach, retaining walls and boardwalk.	0							1,500,000
<b>SAMMAMISH COMMONS</b>		<b>110,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>10,000</b>	<b>100,000</b>	<b>0</b>
35	<b>Lower Commons</b> Development of a waterless restroom building.	110,000					10,000	100,000	
<b>SOARING EAGLE PARK</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>125,000</b>
36	<b>Soaring Eagle Park - Master Plan</b> Complete the Master Plan for Soaring Eagle Park.	0							125,000
<b>TRAILS</b>		<b>1,421,000</b>	<b>21,000</b>	<b>300,000</b>	<b>77,000</b>	<b>1,023,000</b>	<b>0</b>	<b>0</b>	<b>3,150,000</b>
37	<b>Beaver Lake Trail</b> Soft surface path along one side of road from Beaver Lake Park to Beaver Lake Preserve. (Does not include acquisition costs)	1,100,000			77,000	1,023,000			
38	<b>Gas Pipeline Trail</b> (does not include acquisition costs) NE 25th Way southeasterly to NE 14th Place.	0							1,500,000

**City of Sammamish 2013-2018 Parks Capital Improvement Plan**

Draft - Updated 04-17-12 per council direction on 04-10-12 (Clean Copy)

PARK/PROJECTS		TOTAL	2013	2014	2015	2016	2017	2018	Unfunded
39	<b>Sammamish Commons Trail Connection Phase I</b> Lower Sammamish Commons to SE 8th St. Park. (Does not include acquisition costs)	<b>321,000</b>	21,000	300,000					
40	<b>Sammamish Commons Trail Connection Phase II</b> SE 8th St from 218th Ave SE to 212th Ave SE. (Coordinate with TIP sidewalk projects; does not include acquisition costs).	<b>0</b>							600,000
41	<b>Plateau to SE 43rd Way - Part I</b> Trail along SE 43rd Way, through the DNR property to end of 219th Ave SE. (Does not include acquisition costs)	<b>0</b>							700,000
42	<b>Plateau to SE 43rd Way - Part II</b> 500' of trail from end of existing sidewalk on north side of SE 43rd Way to City limits. (Coordinate with TIP sidewalk projects; (Does not include acquisition costs).	<b>0</b>							350,000
<b>LAND ACQUISITION</b>		<b>1,000,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>500,000</b>	<b>0</b>	<b>500,000</b>	<b>0</b>
43	<b>Land Acquisition</b> Acquire land for future parks as opportunities become available.	<b>1,000,000</b>				500,000		500,000	
<b>GENERAL</b>		<b>1,200,000</b>	<b>200,000</b>	<b>200,000</b>	<b>200,000</b>	<b>200,000</b>	<b>200,000</b>	<b>200,000</b>	<b>0</b>
44	<b>Capital Replacement Program</b> This ongoing program is an investment for the replacement of facilities (ie. play areas, picnic tables, etc) within parks.	<b>1,200,000</b>	200,000	200,000	200,000	200,000	200,000	200,000	
<b>GENERAL</b>		<b>841,725</b>	<b>44,600</b>	<b>43,875</b>	<b>226,000</b>	<b>250,350</b>	<b>231,900</b>	<b>45,000</b>	<b>0</b>
45	<b>Capital Contingency Reserve</b> Reserve fund for capital projects.	<b>841,725</b>	44,600	43,875	226,000	250,350	231,900	45,000	
<b>TOTAL CIP EXPENDITURES</b>		<b>11,458,975</b>	<b>690,600</b>	<b>682,625</b>	<b>2,686,000</b>	<b>3,453,850</b>	<b>2,750,900</b>	<b>1,195,000</b>	<b>22,558,000</b>
<b>PARKS CIP REVENUE</b>									
	Beginning Fund Balance (Unrestricted)		<b>2,000,000</b>	<b>2,690,400</b>	<b>3,325,846</b>	<b>3,009,982</b>	<b>2,426,122</b>	<b>1,066,943</b>	
	Operating Contribution - General Fund		0	0	0	0	0	0	
	Real Estate Excise Tax (REET)		1,050,000	1,050,000	1,100,000	1,100,000	1,100,000	1,150,000	
	Park Impact Fees		325,000	260,000	260,000	260,000	286,000	325,000	
	Anticipated Grants		0	0	0	0	0	0	
	King County Levy Funding - Funds BL Trail Project (Restricted)		0	0	0	500,000	0	0	
	Field Turf Replacement Fund (Restricted)		0	0	1,000,000	1,000,000	0	0	
	Investment Interest		6,000	8,071	10,136	9,990	5,721	1,643	
<b>TOTAL PARKS CIP REVENUE</b>			<b>3,381,000</b>	<b>4,008,471</b>	<b>5,695,982</b>	<b>5,879,972</b>	<b>3,817,843</b>	<b>2,543,586</b>	
<b>ENDING FUND BALANCE</b>			<b>2,690,400</b>	<b>3,325,846</b>	<b>3,009,982</b>	<b>2,426,122</b>	<b>1,066,943</b>	<b>1,348,586</b>	



# City Council Agenda Bill

**Meeting Date:** May 1, 2012

**Date Submitted:** April 12, 2012

**Originating Department:** Community Development

**Clearances:**

<input checked="" type="checkbox"/> City Manager	<input checked="" type="checkbox"/> Community Development	<input checked="" type="checkbox"/> Parks & Recreation
<input checked="" type="checkbox"/> Attorney	<input type="checkbox"/> Finance & IT	<input type="checkbox"/> Police
<input type="checkbox"/> Admin Services	<input type="checkbox"/> Fire	<input type="checkbox"/> Public Works

**Subject:** Amendment to include selected chapters and the CIP from the proposed 2012 Parks, Recreation and Open Space Plan, (PRO Plan), into the Sammamish Comprehensive Plan

**Action Required:** First reading and public hearing

**Exhibits:** Adopting Ordinance  
[2012 PRO Plan](#)

**Budget:** N/A

**Summary Statement:** The proposed Comprehensive Plan amendment would delete and replace Appendix C of the city's Comprehensive Plan. The Appendix currently contains the 2006 PRO Plan. The replacement Appendix would contain Chapters 3, 4, 5, 6 and Appendix G (Parks CIP) from the 2012 PRO plan.

The GMA-required plan elements include an inventory of existing capital facilities, a forecast of the future needs based on an adopted Level of Service (LOS), the proposed locations and capacities of expanded or new capital facilities, and a Capital Improvement Plan (CIP). The above described chapters and appendix in the PRO Plan meet those requirements. The city anticipates a full update of the City's Comprehensive Plan in 2015 where relevant goals and policies of the PRO Plan could be integrated into the Park's Element of the Comprehensive Plan.

**Background:** The Parks and Recreation Commission provided guidance and direction on matters relating to planning, acquisition, development and operation of park facilities and recreational programs, while the Planning Commission focused on ensuring that elements required under the state growth Management Act (GMA) were included. Over the many months the PRO Plan was being developed, members of the Planning Commission and Parks and Recreation Commission served as members of a Steering Committee to ensure close coordination and communication. An early and extensive public participation program to gather input into the development of the plan was completed.

**Financial Impact:** N/A

**Recommended Motion:** Close or continue the public hearing



**CITY OF SAMMAMISH  
WASHINGTON  
ORDINANCE NO. O2012-\_\_**

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**AN ORDINANCE OF THE CITY OF SAMMAMISH WASHINGTON, AMENDING THE CITY OF SAMMAMISH COMPREHENSIVE PLAN BY DELETING APPENDIX C AND REPLACING IT WITH A NEW APPENDIX C CONTAINING SPECIFIC CHAPTERS OF THE 2012 PARK RECREATION AND OPEN SPACE PLAN**

WHEREAS, the City Council adopted the City's Comprehensive Plan by Ordinance O2003-130 in accordance with the provisions of RCW 36.70A.040; and

WHEREAS, Appendix C of the City's Comprehensive Plan currently contains the Park Recreation and Open Space Plan (PRO Plan) last amended in 2006; and

WHEREAS, the 2012 PRO Plan, specifically Chapters Three, Four, Five and Six and Appendix G (Parks CIP), contains goals, policies and objectives and other crucial information that should be incorporated into the City's Comprehensive Plan in accordance with the provisions of RCW 36.70.070, Comprehensive Plans - Mandatory Elements; and

WHEREAS, in accordance with WAC 365-195, a notice of intent to adopt the code amendments was sent to the State of Washington Department of Commerce and to other state agencies on October, 7<sup>th</sup>, 2011; and

WHEREAS, an environmental review of the Comprehensive Plan amendment was conducted in accordance with the requirement of the State Environmental Policy Act (SEPA), and a non-project SEPA Determination of Non-significance was issued on April 17, 2012; and

WHEREAS, the public process for the proposed amendment provided for early and continuous public participation opportunities including public open house meetings on February 22<sup>nd</sup>, 23<sup>rd</sup> and 25<sup>th</sup> 2010 and March 3<sup>rd</sup>, 4<sup>th</sup>, 8<sup>th</sup>, 11<sup>th</sup>, 13<sup>th</sup>, 17<sup>th</sup>, and 18<sup>th</sup> 2010, a July 26<sup>th</sup> 2010 public survey, public hearings before the Planning Commission on October 6<sup>th</sup> and 20<sup>th</sup> 2011, public meeting conducted by the City Council on March 12<sup>th</sup>, 2012 and public hearings before the City Council on May 1<sup>st</sup> and 14<sup>th</sup> 2012; and

WHEREAS, the Planning Commission recommended adoption of the PRO Plan to the City Council on December 1<sup>st</sup> 2011;

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

Section 1. Amendment of Comprehensive Plan. The Sammamish City Council hereby deletes Appendix C of the Sammamish Comprehensive Plan and replaces it with a new Appendix C, containing Chapter 3, 4, 5 and 6 and Appendix G (6 year CIP) of the 2012 PRO Plan.

Section 2. Effective Date. This Ordinance shall be published in the official newspaper of the City, and shall take effect and be in full force five (5) days after the date of publication.

Section 3. 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 Resolution be pre-empted by state or federal law or regulation, such decision or pre-emption shall not affect the validity of the remaining portions of this Ordinance or its application to other persons or circumstances.

**ADOPTED BY THE CITY COUNCIL AT A REGULAR MEETING THEREOF ON  
THE 14<sup>th</sup> DAY OF May, 2012**

CITY OF SAMMAMISH

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Mayor Thomas T. Odell

ATTEST/AUTHENTICATED:

Melonie Anderson, City Clerk

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Approved as to form:

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Bruce L. Disend, City Attorney

Filed with the City Clerk:	April 25, 2012
Public Hearing:	May 1, 2012
First Reading	May 1, 2012
Public Hearing	
Passed by the City Council:	
Resolution Number	



# City Council Agenda Bill

**Meeting Date:** May 1, 2012

**Date Submitted:** April 25, 2012

**Originating Department:** Community Development

**Clearances:**

City Manager

Attorney

Admin Services

Community Development

Finance & IT

Fire

Parks & Recreation

Police

Public Works

**Subject:** An ordinance repealing SMC 8.05 Nuisances.

**Action Required:** First Reading; No Action

**Exhibits:** Proposed adopting ordinance

**Budget:** N/A

**Summary Statement:** In May 2011, the City of Sammamish replaced Title 23 – “Code Enforcement” with Title 23A – “Code Compliance”. As part of this replacement SMC 8.05 Nuisances were incorporated into SMC Title 23A and are no longer needed. This is a housekeeping action only.

**Background:** SMC 8.05 is a standalone chapter enforced through SMC Title 23. When SMC Title 23A was written, it eliminated the need for SMC 8.05, as it was redefined and incorporated into Title 23A. This was done to eliminate redundancy in the Sammamish Municipal Code.

**Financial Impact:** N/A

**Recommended Motion:** This is the first reading of the ordinance. No action needed.



**CITY OF SAMMAMISH  
WASHINGTON  
ORDINANCE NO. O2012-\_\_\_\_\_**

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**AN ORDINANCE OF THE CITY OF SAMMAMISH,  
WASHINGTON, REPEALING CHAPTER 8.05 OF THE  
SAMMAMISH MUNICIPAL CODE; AND ESTABLISHING  
AN EFFECTIVE DATE**

WHEREAS, on May 16, 2011 the City Council adopted a new Title 23 (Civil Code Compliance); and

WHEREAS, the new Title 23 contains provisions for abating nuisances in the City that render chapter 8.05 (Nuisances) of the Sammamish Municipal Code redundant; and

WHEREAS, it is more administratively efficient to have nuisance provisions consolidated in one part of the code rather than duplicated in multiple parts of the code;

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

**Section 1. SMC Chapter 8.05 (Nuisances), Repealed.** Chapter 8.05 (Nuisances) of the Sammamish Municipal Code is hereby repealed in its entirety.

**Section 2. Effective Date.** This Ordinance shall be published in the official newspaper of the City, and shall take effect and be in full force five (5) days after the date of publication.

**ADOPTED BY THE CITY COUNCIL AT A REGULAR MEETING THEREOF ON  
THE \_\_\_\_\_ DAY OF \_\_\_\_\_ 2012.**

CITY OF SAMMAMISH

\_\_\_\_\_  
Mayor Thomas T. Odell

ATTEST/AUTHENTICATED:

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

Exhibit 1

Approved as to form:

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Bruce L. Disend, City Attorney

Filed with the City Clerk:

Public Hearing:

First Reading:

Public Hearing:

Passed by the City Council:

Date of Publication:

Effective Date: