

THURSDAY, JANUARY 14

GENERAL DISCUSSION

Council discussion was informal, focusing on relationships and roles between Council members, Council meeting dates, and Council committees. The meeting date schedule is as follows:

- Council Meetings.....1st and 3rd Tuesdays of each month, 6:30 p.m.
- Council Study Sessions2nd Tuesday of each month, 6:30 p.m.
- Council Office Hour1st Tuesday of each month, 5:00-6:00 p.m.

City Attorney Mike Kenyon is working on draft language to present to Council to edit Council Rules. This would allow three members of the Council to request a topic for the agenda. Consensus was reached that written Council Committee reports should be included or referenced with Council Meeting minutes and included as reference material on the City’s website on the calendar.

FRIDAY, JANUARY 15

PUBLIC COMMENT

Scott Hamilton, 19727 SE 19th Street, Sammamish - Expressed his approval on the change in approach to the Council Retreat as it is being held closer to Sammamish this year, which allows more public comment. He commented that in the past transportation has been about concurrency. Now improvements for safety are needed such as: SE 24th to the Parkway, 212th, etc. Some areas have no shoulders or need wider shoulders, have blind corners, no room for pedestrians or cyclists, etc. The City needs to look beyond LOS/concurrency to address these safety issues.

He then addressed the issue of public comment as Council meetings and suggested that a green-yellow-red light system might be useful so that speakers know when their time is running out. He encouraged open dialogue at City Council meetings as well as Town Hall meetings.

Hamilton further advised that in regards to the Lake Washington bond issue, the City should remain neutral.

Karen Moran, 20705 SE 3rd Way, Sammamish - Clarified that the Sammamish Plateau Water and Sewer District did not get involved in the Klahanie area annexation discussion as one of the current commissioners lives in Klahanie. She also expressed a desire to see public comment at both the beginning and the end of Council meetings. Ms. Moran further indicated that she was disappointed the City newsletter was not on the agenda as she feels it need some revamping.

Sean Smith, 1605 218th Court SE, Sammamish - Commented on his support of the “Emerald Necklace” concept and additional land acquisition as a strategic investment for the City. He expressed his concern about traffic issues on SR 202, Issaquah-Fall City Road, Union Hill Road, etc.

Greg Reynolds, 4339 210th Place NE, Sammamish - Outlined the history of the NE 42nd Street barricade and why it was required by King County before the City was incorporated. The road was open for three months after its completion before being closed by the City of Sammamish. At that time the City indicated that they did not want the route used by drivers who would normally use SR202 to get to Sahalee Way. A tree was dragged across the road to block its access. When the tree was removed, concrete blocks were

then used to stop traffic. This was followed by the installation of the current opticom gate, which only allows access to emergency vehicles.

The City further indicated that when improvements to SR202 were completed, the barricade might be removed. This has not yet happened. Reynolds also mentioned an incident in November 2015 during which the barricade failed to open for an emergency vehicle creating an unsafe situation.

TOWN CENTER PLAN OVERVIEW DISCUSSION AND UPDATE

Community Development Director Jeff Thomas provided an overview on the three development in the Town Center that have broken ground. The three private projects currently under construction include:

SE Village – Located east of 228th Avenue, south of Crusader Way. It will consist of 75 townhome units and 6,500 square feet of live/work commercial. Completion is anticipated summer 2016. The storm water vault and it's prominence on 228th Avenue was discussed. Staff noted the amount and type of landscaping required in this area and the City would not authorize further construction until this was addressed. Efficient infrastructure, specifically for storm water, was discussed in general and that current projects are too small to provide regional facilities.

The Village – Located at the corner of SE 4th Street and the west side of 228th Avenue SE. There will eventually be 159 apartment units and 110,000 square feet of retail and office commercial space. Being construction in three phases, anticipated completion of the first phase is winter 2017, which includes the Metropolitan Market. Anticipated completion of the other two phases is summer 2017. The project served as a catalyst in getting the Town Center developed. The Main Street discussions staff is having were described in regards to the third phase (mixed use building) at the west end of the project. It was also discussed whether the building design could be significantly changed to incorporate a different design to which the response from staff was some, within reason.

Plateau 120 – Located on the east side of 228th Avenue at SE 1st Street. The project consists of approximately 214 apartment units and 42,000 square feet of commercial space. Anticipated completion is spring 2016. Staff reminded City Council of the color discussion regarding this building at last year's retreat and the change to such. City Council expressed some general concern regarding architectural style in the Town Center and that north-west architecture may be preferred. Staff noted the Town Center regulations did not specify architectural style. However, staff is encouraging developers to include different designs in future projects. Street improvements for SE 1st Place were discussed and that current homeowners did not want to connect to public street built by developer.

Senior Planner Evan Maxim provided an overview of the Town Center as well as information about current projects. The town center concept came about in 2003 and a citizen Task Force appointed in August 2000. A vision statement for the Town Center was adopted in March 2006, which states:

"The Sammamish Town Center is a vibrant, urban, family-friendly gathering place in a healthy natural setting. The City's sense of community reflects a balance between its natural and urban characteristics."

In June 2008 the Town Center Plan was adopted by City Council. Town Center regulation followed becoming effective January 2011. As progress developed, the City evaluated project specific impacts and required mitigation consistent with the Town Center regulations and the Town Center Environmental Impact Statement (IEIS). A Town Center Infrastructure Plan has been adopted that describes possible

infrastructure alignments for streets, pedestrian networks, stormwater, and open space/parks. Development began in 2015.

A review of EIS for the Town Center Plan was provided. A total build out of 2,000 – 2,250 dwelling units were evaluated. At current, approximately 33% of this total had been allocated. A total of 600,000-675,000 square feet of commercial space was evaluated. At current, approximately 31% of commercial space had been allocated. It was questioned whether the City could continue to rely on the EIS. Staff indicated that the EIS was intended to evaluate the “built out” status of the Town Center and the City around the Town Center – so the analysis in the EIS were still valid. It was also questioned whether the City wanted to temporarily halt development in Town Center until City Council could review again. Staff indicated that this may eliminate the movement forward on Town Center development in the short term and the City may want to wait for a larger sample size of projects and market downturn to consider change.

Two additional development applications that are in the works are:

Commons at Sammamish – Located directly north of City Hall on the west side of 228th Avenue SE. It will consist of approximately 214 apartment units and 42,000 square feet of commercial space. The application for this project is anticipated spring 2016. Sewer through east end of lower commons was discussed and would allow for development south of SE 4th to connect to sewer without going so deep in SE 4th Street.

Sammamish Town Center Association – The Association controls about 40 acres of land west of 228th Avenue SE, north and south of SE 4th Street. Its construction application is anticipated spring/summer 2016. The first phase of the project—approximately 8.26 acres—consists of 243 apartment units and 22,000 square feet of commercial space. The applicant is currently starting the pre-app process and coordinating with the City on design of SE 4th Street. It is likely the applicant will want to purchase or acquire density from the TC-D zone, which would require CC involvement.

The City has begun work on one of the primary infrastructure projects within the Town Center—the SE 4th Street capital project. This is scheduled to break ground in June 2016 and will include several roundabout, significant pedestrian improvements, and will set the stage for development of the Town Center core. City coordination with Sammamish Plateau Water and Sewer to locate a water and sewer system in the area around SE 4th Street will create an efficient design for further anticipated development.

With three developments currently underway and several on the horizon, it might be appropriate to begin looking at a road connection from SE 8th up to SE 4th. Other items that were mentioned included:

- National Pollutant Discharge Elimination System (NPDES) challenge of the Town Center
- Financial impact of new Town Center development on existing businesses
- Improvements needed on 218th – SE 8th
- “Green Spine” concept through the Town Center
- Adequate City staffing to handle current and future development issues
- The desire for condos vs apartments; apartments are perceived as more “transitory” housing

Interim Public Works Director Cunningham walked Council through the conceptual improvements to SE 4th Street between 281th Avenue SE and 228th Avenue SE, which is at the 30% design phase. This section of SE 4th is classified as a minor arterial. (Note: At the retreat, it was incorrectly stated that this section of SE 4th was classified as a collector). Design generally calls for one lane in each direction with a planted median and mini roundabouts at each intersection between 218th SE and 224th SE and normal roundabouts and a two-way left turn lane between 224th SE and 228th SE. Sidewalks and bicycle facilities

City of Sammamish – 2016 Council Retreat Recap

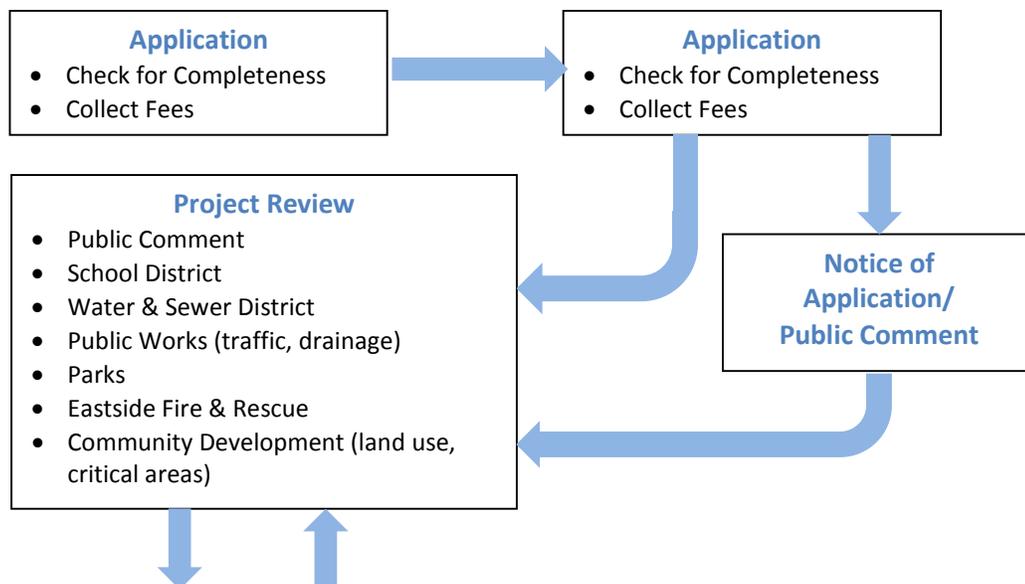
will be provided on both sides of the street. Design is based on current Public Works and Town Center street cross-section standards. Purchase of right-of-way will be necessary to accommodate the design. He also explained that developers had the option of building the frontage improvements in lieu of paying impact fees. If the final cost is less than the impact fees would have been, they are responsible for paying the difference. If, however, cost is more than the projected impact fees, the City does not need to “refund” the difference. Concern was expressed about pedestrian and bicycle safety in locations with a median. It was suggested that this would be a good topic for a future study session and for taking public comment.

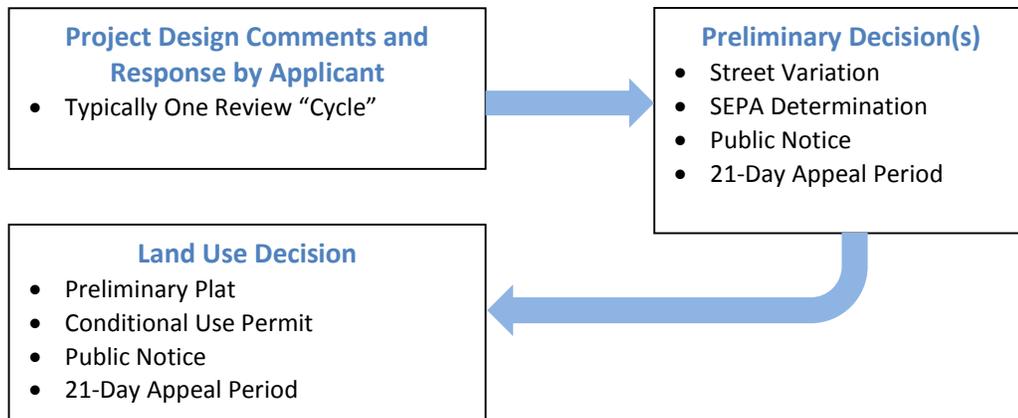
Financing Town Center improvements was discussed. The current 6-year Transportation Improvement Plan projects that \$40 million will be collected in traffic impact fees to help fund the concurrency related infrastructure improvements listed in the TIP. A cash flow analysis document is currently being developed. It is likely that other city funding will be necessary to “up-front” some of these costs with future impact fee collections being used to pay the city back for this up-front funding. Some of these improvements will require working closely with the Sammamish Plateau Water & Sewer District (SPWSD) and some discussions have already taken place.

Our relationship with Puget Sound Energy (PSE) in regards to undergrounding work (cable, phone) and who pays for what could vary depending on current franchise negotiations. Cost of undergrounding with this project is estimated at approximately \$1 million. This could be financed by a Local Improvement District (LID) over a twenty-year period, but would require a vote by the property owners. Council needs to provide direction after staff makes a presentation based on information from PSE. Council expressed its interest at being informed much earlier on infrastructure projects and potential issues of concern

DEVELOPMENT REVIEW DISCUSSION

Community Development Director Jeff Thomas and Senior Planner Evan Maxim explained the City’s development review process as illustrated below. Discussion followed.





The Connor-Jarvis development was used as an example. This project involves the building of 115 homes around laughing Jacobs Lake. There was a lot of discussion regarding traffic issues in the initial phases prior to the application being submitted. Subsequent meetings were as follows:

Pre-application meeting (required): The intent is to relay information to developer regarding code requirements, other anticipated design challenges. Staff does identify possible design problems that will need to be addressed.

A discussion variations and variances ensued. Zoning variances can be issued administratively by the Community Development Director. Street variations are issued by Public Works and are subject to public works standards. Any variances granted are required to be disclosed by the developer at the neighborhood meeting. Staff would not know if this requirement was met unless they were at the meeting. Both zoning variances and street variations can be appealed to the Hearing Examiner. Staff described the differences between such. It was clarified that variances and RUEs are not used to authorize development (e.g. subdivisions), but only granted to allow for single family home construction. It was asked if the Chestnut Estates West allowance to span landslide hazard with bridge was a variance. Staff responded it was not a variance (ie. RUE for critical areas) but rather an existing flexibility tool in code

Neighborhood meeting (required): Developer meets with all neighbors within a 500 foot radius of the proposed project. It was discussed whether staff should attend meeting. Staff becomes the focus / defender of the project, which generally was discussed as being not appropriate. It was noted that staff will not have reviewed project at this stage – so cannot speak to project’s compliance with regulations. A suggestion was made that the neighborhood meeting should be after application to the City. A question was raised about the length of time between a neighborhood meeting and a permit application. Staff noted a simple code fix could address and offered to bring such forward in 2016 for Planning Commission and City Council review.

The discussion regarding variances and variations continued specific for the Conner Jarvis development. Variations requested included:

- Off-site improvements to streets (closest compliant street was 228th Ave)
- On site improvements (entry cross-section and internal road sections)
- Narrower ROW (clarified by John Cunningham)
- Public Works Standards describe a street the City has not historically actually wished to use for development

The SEPA MDNS for the Conner Jarvis development was also discussed. It required contributions and installation of off-site street improvements. The subsequent appeal focused more on drainage and wetland issues.

The Planning Commission has completed its review of the public works standards and handed their recommendation to the City Council. Staff and City Council now need to work together to decide on the best process to be used for City Council review and adoption of the new Public Works Standards.

WORK PLANS – DEPARTMENTAL AND COMMISSION

Administrative Services

Department Director Beth Goldberg reviewed her work plan. Council action will be needed on municipal court services. Does the City want to contract with King County for its district court services or with Issaquah for municipal court services? Switching from King County District Court's Issaquah facility to King County District Court's Redmond facility was also discussed as a possible cost-savings option. Director Goldberg will bring back options for Council consideration and decision.

Public records requests were discussed briefly. There has been a recent request for the City to provide "every public record." The City Clerk's office is working with the City Attorney on this request.

Other items being monitored by Administrative Services that will be coming before Council are the King County Animal Control contract and Solid Waste contract (2017-2025). One councilmember expressed an interest in reviewing the pros and cons of developing a franchise with Puget Sound Energy.

The contract with Republic has been signed by the City and is waiting for Republic's signature. It was noted that Klahanie is currently being served by Republic. The question was raised on how the City will fold them into its solid waste contract. This would be handled separately from the existing contract.

Director Goldberg indicated she would be working with Republic regarding the transition to the 2017-2025 contract, identify service routes and days, and come up with a transition plan that would be presented to Council in the future. It was also suggested that a question and answer page be placed on the City's website to answer transition issues.

Goldberg informed Council that Fire Services would once again be monitored by Administrative Services.

Ongoing management of Human Resources is being modernized through updating the personnel policies and the potential implementation of a Human Resources Information System (HRIS). The City's risk management function is also being handled by Administrative Services. Staff coordinates claims against the City by sending them to the Washington Cities Insurance Association (WCIA) for review and decision. The City's land use issues are handled by City Attorney Mike Kenyon.

Council indicated its interest in being alerted about any potential vulnerabilities from the risk management perspective.

Community Development

Department Director Jeff Thomas presented the 2016 work plan. The department's primary responsibilities are planning services, building services, permitting services, and code compliance. Key accomplishments

in 2015 were completion of Comprehensive Plan amendments, revision of tree regulations, the successful annexation of the Klahanie area, and starting three major town center projects.

The “Must Do” list for 2016:

- R-4 Impervious Surface Regulations
- Non-Residential Uses in Residential Zones
- Mystic Lake Annexation
- Shoreline Master Plan (SMP) Amendment
- Wetland Ratings
- Beaver Lake Management District Renewal
- Building Codes Update
- Marijuana Definitions
- Impact Fee Deferrals
- Wireless Regulations
- 2016-17 Comprehensive Plan Docket
- Signage Regulations

Community Development will also need to start an Urban Forestry Management Plan. This will consist of:

- Planning Commission Input
- Draft Scope of Work and Public Outreach Strategy
- City Council Review and Direction
- Drafting the Request for Proposal (RFP)
- Securing the Consultant
- Public Outreach

Finance and IT

Finance and Information Technology Director Joe Guinasso presented his department’s work plans.

The 2017-2018 biennial budget process is currently underway. Staff is updating data and incorporating 2015 year-end. Process planning and “early direction” to the departments will occur in the 1st quarter of 2016. Staff is also working on costs and revenue estimates for CIP Plans. The 6-year CIP Plans, along with the 20-year CIP forecast, will be finalized and presented to the City Council in June. Operating budgets will be developed and finalized during the 2nd and 3rd quarters for Council consideration in the fall. Council deliberations and adoption of the budget will take place during the final quarter of 2016.

Selection for new banking services is now underway. Bank of America informed us in October they would no longer serve medium to small cities. The request for proposal went out in November; banks with branches in Sammamish were contacted and the City received three bids. Staff evaluated the proposals during December and January and identified a firm. Staff is seeking City Council approval to finalize the contact at the February 2 Council meeting. Implementation would take place March 15, 2016.

Finance will be working with Administrative Service on implementation of the Springbrook Personnel Module. Personnel information will be kept electronically (e.g. emergency contact info, mandatory training & licenses). This reduced manual process (e.g. COLA and merit increase adjustments) and will assist in fulfilling public records requests.

The Information Technology work plan includes redesigning the City's website. Staff performed a needs analysis and began interviewing firms in 2015. "Go live" target is June 2016. The redesign scope is:

- Update design to make it visually appealing, organized, & consistent with peer cities technology
- Mobile friendly (through responsive design)
- Content Management System (CMS) to it is easier to edit content, attach files, & manage internal users

A discussed followed on TV 21 improvements. Some expressed concern about clarity issues and audio when filming City Council meetings. Upgrading the audio is a priority. Another item mentioned was some sort of signal for speakers indicating when their three-minute time limit has been reached. The microphone height for some citizens is awkward. More content on TV 21 is desired in lieu of the scrolling list of Council and Planning Commission members. Communications Manager could talk to schools and see if there is any programming that could be included.

Guinasso presented the Arts Commission work plan for 2016. The annual event/performance calendar will be similar to that of 2015 including integration of public art and public art acquisition. Future planning will align with the 2017-2018 budget development process and will including funds for perform arts program and expansion of programs. The 2016 Work Plan Calendar will be finalized in January.

Parks and Recreation

Community and Aquatic Center - Department Director Jessi Bon provided an overview of the major work items for the Parks and Recreation Department. At the top of the list is completing the Community Center construction project. At this time, Director Bon anticipates substantial completion at the end of February and final completion at the end of March. Provisions are being made for a phased move in, which will allow the YMCA to move-in some of the equipment early, including the fitness equipment scheduled to move in mid-February.

Plans are also underway to fill the pools in February, which will allow the YMCA and the King County Health Department to complete their permit process. This is an intensive process involving inspection of pool construction and review and approval of the operations plan. This work must be completed and approved prior to opening the facility.

And finally, the staff and consulting team are also working on a rolling punch list, allowing areas of the building that are complete to be signed off early. All of these measures will ensure the building opens to the public as soon as possible.

All signs indicate the Community and Aquatic Center will open to the public in April. The date is not known, but will be shared with the City Council as soon as it is confirmed. The Grand Opening Event (the formal ceremony) will likely take place at the end of April or in early May. The event will feature a grand "reopening" of the entire Sammamish Commons campus. More details about the event and the date of the event will be shared in the next month.

Trails, Bikeways and Paths Plan - Director Bon introduced the Trails, Bikeways and Paths (TBP) Plan update. This important planning tool was adopted in 2004 and is scheduled to be updated in 2016. A lot has changed in Sammamish since the plan was first adopted including the Town Center. The plan update will identify new trail corridors that align with and connect to new amenities and future planned development.

Like many of the upcoming planning projects, this project will involve multiple departments including Public Works and Community Development. Work on the plan will begin in the next couple of months

with an inventory process to identify the infrastructure that is already in place. Public Works is in the process of selecting a consultant to perform this work.

Once the inventory is complete, staff will begin the consultant selection process to identify a firm to complete the plan update. The tentative schedule indicates that staff work on the plan update, including the public process, will begin this fall. The plan is anticipated to be completed in early 2017.

Parks Capital Improvement Plan (CIP) - During the first and second quarters of this year, the staff and Parks Commission will be working on the updated to the Parks CIP. Staff are currently updating the list of potential projects and will be presenting that information to the Parks Commission in February. The Parks Commission is scheduled to present their recommendation to the City Council in June, with the goal of adopting the plan in early July.

YMCA Development Plan - Another major work plan item for the Parks Department is preparation of the Development Plan for the YMCA Property located south of Pine Lake Middle School on 228th. The YMCA property is a component of the City's operating agreement with the YMCA and the land is leased to the City and intended to be used for "recreational purposes." Conditions of the lease require the City to complete a planning process by June 30, 2018. The process will include public input, a concept plan and preliminary cost estimates. The work on this planning document will commence later this year once the Community Center project is complete.

Eastlake High School Community Sports Field Turf Replacement - The synthetic turf at the Eastlake High School Community Sports Fields is scheduled to be replaced this summer. Director Bon informed the City Council that this item is going out to bid next week and a decision was made to include infill material as an alternate bid item. Crumb rubber is not included as one of the infill alternatives. This strategy will allow us to determine the availability and actual cost of the various infill materials before a final product is selected. Council discussion of the bid alternates will take place at the March 8 Study Session. The construction contract will be awarded in April. There is a very short timeline for construction – the project will begin in early June and needs to be completed by mid-August to accommodate the school sports schedule.

Lower Commons to Big Rock Park Trail - Director Bon provided an update on this trail project and indicated that this would be coming back to the City Council for further discussion in February. In the meantime, it is worth mentioning that trail projects, although generally lower in cost, are very time intensive especially when they involve land acquisition and coordination with private property owners. This is something that will need to be factored into future trail development projects.

Complete Work Plan - Director Bon indicated that the complete work plan for the Parks Department is included in the council retreat notebook. The Parks Department is anticipating another busy year with park planning, park maintenance, facility maintenance and all other areas of operations.

Public Works

Interim Public Work Director Cunningham presented a short power point (attached) summarizing the department's work plan with a discussion of: major construction projects, major design projects, other transportation related initiatives, other stormwater initiatives and major operations and maintenance initiatives. More specific discussion points included right of way acquisition and utility undergrounding on SE 4th Street, resurfacing of streets in the Klahanie annexation area, pedestrian facilities being constructed as a part of the Snake Hill project, updating the city's non-motorized project priority list, needed revisions to the Comp Plan Transportation Chapter, completion of a multi-modal mobility and

safety plan per Comp Plan policy T.3.12, the stormwater comp plan, design manual and LID code revisions and the cleanup of the stormwater ponds in the Klahanie annexation area.

CONNECTIVITY

Public comment was given by Allan Blomquist (20142 NE 44th Street, Sammamish) who spoke in opposition of opening the 42nd Street barricade. Mr. Blomquist asserted that opening the 42nd Street barricade would have no marginal benefit to connectivity or on the traffic on Sahalee Drive. Further, opening the barricade would be dangerous due to the steep grade, at least three 90 degree turns, lack of lighting, blind corners, etc. He argued that even though using Sahalee Way may be a bit longer route, it actually takes less time due to the speed limits.

Greg Reynold provided a rebuttal and indicated that opening the NE 42nd Street barricade provides an additional route for emergency vehicles.

Discussion by Council followed with safety being expressed as a very high priority for all councilmembers. This issue is difficult because it is trying to balance competing goals of maintaining existing neighborhood character while at the same time promoting connectivity in the city. Citizens consistently express desire for connectivity unless it's in their area. There was discussion that connectivity is not only for vehicles, but it also for pedestrians, bicycles, emergency vehicles, etc. Reviewing the NE 42nd barricade is currently not on the Public Works work plan. It was mentioned that removing the SE 32nd barricade has cost the City approximately \$400,000 in mitigation. Some feel SE 32nd is not safe now that the barricade has been removed because it is a major route for children walking to school. It was also suggested that 32nd needs to be totally resigned to ensure it is safe.

The suggestion was made to hire a transportation expert (traffic engineer) to study the NE 42nd barricade issue. Cunningham stated that an estimated cost for a study would be around \$75,000 - \$100,000. Scope of work would need to be identified to provide the information Council needs to make an informed decision.

Consensus was reached to take another look at the existing Council approved process for looking at barricade removal decisions at a future study session to see if that might be the process to use for the NE 42nd gate. A process template needs to be developed that addresses the issues that need to be clarified in order for the Council to be able to make informed decisions with respect to barricade removal/retention. Consensus was reached to discuss this at a future study session.

VISIONING SAMMAMISH 2040 DISCUSSION

Councilmember Christie Malchow presented her 2040 vision for Sammamish. She highlighted her vision for the future of transportation, recreation, the environment, communications and finances for the City of Sammamish. For more information about Councilmember Malchow's 2040 vision, please refer to the attached PowerPoint presentation.

Councilmember Tom Hornish also shared his 2040 vision of Sammamish. He sees a Sammamish that serves as a model Washington city building on today's successes. Councilmember Hornish vision highlights the following themes: family and business friendly, financial strength and diversity. For more information about Councilmember Hornish's 2040 vision, please refer to the attached PowerPoint presentation.

MODE OF OPERATIONS – CITY OF SAMMAMISH FINANCES AND CAPITAL PLANS OVERVIEW

Due to lack of time, Council decided to discuss this item at a future at a study session.

SATURDAY, JANUARY 16

PUBLIC COMMENT

Greg Reynolds, 4339 210th Place NE, Sammamish – Stated that safety is most important as it relates to connectivity and the NE 42nd.

Deputy Director Howard responded that the current safety of the road is just an assertion by non-professionals and that the question of whether or not the road is safe should be answered by a professional. Further discussion followed with mention of traffic counts and traffic modeling.

Scott Hamilton, 19727 SE 19th Street, Sammamish – Commented on the Town Center Environmental Impact Statement (EIS)

Jon Bromberg - 22309 NE 31st Street, Sammamish - A member of the Sammamish Citizens Corps, Bromberg urged Council to increase its investment in emergency preparedness by including training for both Council and staff and to hire an emergency manager. He also indicated that more exercises would be beneficial such as undertaking “table top” exercises, exercises that included citizens, and the City’s participation in the Cascadia Rising disaster drill in June.

Sharon Steinbis, 24933 SE 14th Street, Sammamish - Steinbis called Council’s attention to a newly formed group called Storm Water Stewards. The group advocates a new approach to storm water retention such as “rain gardens” in lieu of the current designed which include concrete structures or “ponds” surrounded by chain link fences.

CITIZEN OUTREACH

Communications Manager Tim Larson initiated the discussion by making two points:

1. The city’s communication goal is simple: It’s to make sure residents have an accurate impression of what’s going on in their city.
2. The city tries to achieve this goal year-around by regularly putting out accurate information and always addressing inaccurate information when it comes up.

The city currently reaches residents through their:

- Phones
- computer screens
- radios
- TV sets
- Newspapers
- Mailboxes

The city also connects with residents at Council meetings, Council office hours, open houses and public hearings.

Additional outreach options include (each of which are described in more detail in the retreat materials):

- Roundtables
- City Manager and Mayor go to HOA meetings
- Online Town Halls
- Nextdoor
- Go where the people are
- Open Houses in all city quadrants
- Take a walk with the Mayor
- City blog
- Facebook, Twitter, etc.

Summary of discussion:

- Councilmember Malchow suggested giving individual residents the option to opt out of the hard copy newsletter and receive it electronically.
- When the question of eliminating the hard-copy newsletter came up, Deputy Mayor Valderrama said he didn't want to do that.
- Mayor Gerend suggested the formation of an ad hoc committee on citizen outreach. Councilmembers Malchow, Hornish and Keller agreed to be part of the committee.
- Among other things, the committee will consider Peak Democracy's online Town Hall service, which allows residents to weigh in on important questions from the comfort of their home.
- Another potential committee topic: Using NextDoor social networks to share city information with Sammamish neighborhoods.
- The committee will also consider a vigorous city move into social media. The city currently does not employ Twitter, Facebook and other social media tools in a robust fashion. It was mentioned that this move may require substantial investment.
- Tim expressed the opinion that there is a limited appetite for government information, so we shouldn't assume that doubling the number of communication tools we employ would double our communication impact. This raises a question: Will there be sufficient return on investment?

RECREATION FACILITIES PRESENTATION

Director Bon provided an overview of the facilities managed by the Parks Department.

Sween House - The Sween House is located in the Lower Commons and is currently leased to Youth Eastside Services (YES) to operate a counseling center in partnership with Friends of Youth. The Counseling Center is called CrossPath Counseling and provides counseling services to youth, teens and families. The lease began in 2010 and the operation has been very successful.

Director Bon identified two items of concern related to this house. The Sween House is currently served by a septic system that is in need of replacement. The Town Center development will bring sewer to the east and north boundary of the park and if the Sween House is intended to be used long-term, the house will be connected to sewer. This sewer connection is included as part of the negotiations with the developers for the sewer easement, which will be located on parks property.

Director Bon shared information about the potential for an additional road connection from 228th to the new Town Center that may run alongside the east and north boundaries of the Lower Commons Park. This road and the alignment of the road are still under discussion, but it is important to mention as the Sween House and the road may be in conflict. The Executive Director of YES has been notified about the Town Center development potential and staff are working to identify options to relocate the counseling services if it becomes necessary to do so. The ideal location is an area that allows privacy for counseling participants, similar to the privacy afforded by the Sween House.

Recreation Center (Boys & Girls Club) - The Recreation Center (the old King County library building) is currently leased to the Boys & Girls Club. The lease began in 2010 and the initial term is for 10-years with the option to renew for an additional 40 years. The building was remodeled by the Boys and Girls Club and the City completed the access improvements by adding the second entrance off of Inglewood Hill Road. Plans were drawn up for a future gymnasium, but there is uncertainty about when or if the addition will be completed.

Director Bon acknowledged that there have been some concerns regarding use of the Recreation Center and whether or not the facility was operating at its maximum capacity. There was a discussion about additional daytime programming, to include program for seniors. There are no City resources allocated to develop recreation programs, all of these services are currently provided by partner agencies.

House at Big Rock Park (Site A) - The City owns a 3,500 sq. ft. house at Big Rock Park. The house is in very good condition and is being maintained by staff. The future use of the house was not identified in the adopted Master Plan for Big Rock Park. The house has a generous open floor plan with a modern kitchen. At a minimum, the facility would need to be upgraded internally and externally to meet ADA requirements. This would include addressing the floor transitions, a new entryway and ADA accessible restrooms. Additional costs may be incurred based on the final floor plan/layout of the house. The total cost for upgrades is estimated at \$200k to \$250k, but ultimately depends on the final build out.

In addition, activation of the house for public use will require improvements to the site. At a minimum there will be driveway improvements, a culvert replacement, an internal parking lot and upgrades to the septic system. Cost estimates are not yet available for this work.

Director Bon indicated that this house would be an acceptable location for CrossPath Counseling (currently located at the Sween House) if relocation becomes necessary due to the Town Center development.

Reard House at Big Rock Park (Site B) - Director Bon reminded the City Council about the Reard House, which is a historical structure located at Site B of Big Rock Park. The house is owned by the City, but is leased to the Sammamish Heritage Society (SHS). SHS coordinated the house move and completed most of the exterior renovations. The City partnered to complete the roof replacement and the exterior painting.

The future use of the Reard House was not identified in the Master Plan for Big Rock Park and is something that will need to be addressed when Site B transfers to the City.

Facilities Next Steps - Director Bon recommended that time be spent completing a recreational needs assessment before a final determination is made regarding future facility use. Her recommendation was to complete this work in 2017, allowing time for the community center to open and new programs to be established. This will give us a much better idea of the true service gaps that exist in the community.

CITY COUNCIL COMMITTEE ASSIGNMENTS

Council's standing committees and representation on regional committees were discussed. Consensus was reached on the committee assignments listed below. This will be formalized at the February 2 Council Meeting.

Council Committees:

City Council Finance Committee (meets quarterly)

- Tom Hornish
- Kathleen Huckabay
- Tom Odell

City Council Transportation Committee

- Bob Keller
- Tom Odell
- Christie Malchow

City Council Public Safety Committee (meets quarterly)

- Tom Hornish
- Christie Malchow
- Ramiro Valderrama-Aramayo

City Council Utility District Coordination (ad hoc – meets as needed)

- Bob Keller
- Ramiro Valderrama-Aramayo
- Don Gerend

City Council Legislative Committee (ad hoc – meets as needed)

- Don Gerend, Mayor
- Ramiro Valderrama-Aramayo, Deputy Mayor
- Bob Keller

Communications (ad hoc – meets as needed)

- Christie Malchow
- Tom Hornish
- Bob Keller

Health and Human Services (ad hoc – meets as needed)

- Christie Malchow
- Tom Hornish
- Kathleen Huckabay (available if needed)
- Bob Keller (available if needed)

Regional Committees:

YMCA Board (meetings to be determined)

- Tom Odell

Eastside Transportation Partnership (ETP)

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

Eastside Fire and Rescue (meets monthly)

- Bob Keller
- Ramiro Valderrama-Aramayo
- Kathleen Huckabay (alternate)

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

- Tom Odell

Kokanee Working Group (quarterly)

- Tom Odell
- Tom Hornish
- Don Gerend

Sound Cities Association PIC (meets monthly)

- Bob Keller
- Christie Malchow (alternate)

WRIA 8 - Water Resource Inventory Area (meets monthly)

- Tom Odell
- Don Gerend (alternate)

HEALTH AND HUMAN SERVICES

Discussion followed on the need for policy regarding the budget process for Human Services Grants as well as review and allocation of the 2016 supplemental funds.

Council Consensus: Councilmembers Christie Malchow and Tom Hornish will form an ad hoc committee to discuss these issues and report back to Council by March 8 for action on 2016 grants along with recommendations for how the process will work for the 2017-2018 biennial Human Services budget awards. While not official members of the committee, Councilmembers Huckabay and Keller are available if needed.

The Retreat adjourned to Executive Session at approximately 11:30 a.m. to discuss property. No decision will be made following the Executive Session.

There were several other agenda items that were not discussed at the retreat as a result of time constraints. These items include the East Lake Sammamish Trail Update, the parked items and the priorities discussion. These items will be scheduled for discussion at a future Council meeting.