



# City Council, Special Meeting

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## AGENDA

September 20, 2016

**5:30 pm – 10:00 pm**  
Council Chambers

### Call to Order

**Executive Session** – Potential Litigation pursuant to RCW 42.30.110(1)(i) and Potential Land Acquisition pursuant to RCW 42.30.110 (1)(b)

### Resume Open Session

**6:30 pm**

### Roll Call

### Pledge of Allegiance

### Approval of Agenda

### Presentations/Proclamations

- **Recognition:** Chief Nate Elledge

### Student Liaison Reports

### Public Comment

**Note:** *This is an opportunity for the public to address the Council. Three-minutes limit per person or five-minutes if representing the official position of a recognized community organization. If you would like to show a video or PowerPoint, it must be submitted or emailed by 5 pm, the end of the business day, to the City Clerk, Melonie Anderson at [manderson@sammamish.us](mailto:manderson@sammamish.us). Please be aware that Council meetings are videotaped and available to the public.*

### Consent Calendar

- Payroll for period ending August 31, 2016 for pay date September 2, 2016 in the amount of \$372,948.76
- 1. **Approval:** Claims For Period Ending September 20, 2016 In The Amount Of \$ 3,396,325.50 For Check No. 45352 Through 45493

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.

2. **Resolution:** A Resolution Of The City Of Sammamish, Washington, Granting Final Plat Approval To The Plat Of Laurel Park
3. **Resolution:** A Resolution Of The City Of Sammamish, Washington, Amending Resolution R2015-655 And The City's Master Fee Schedule
4. **Contract:** City Buildings Fire Protection Services/Fire Protection, Inc.
5. **Contract:** Sammamish Landing Completion Phase Design/HDR Engineering
6. **Amendment:** Storm and Surface water Management Comprehensive Plan Update/Windward Environmental
7. **Proclamation:** National Diaper Awareness
8. **Proclamation:** Welcome America
9. **Approval:** Minutes for September 6, 2016 Regular Meeting
10. **Approval:** Notes for September 13, 2016 Study Session

### **Public Hearings**

11. **Resolution:** Resolution Of The City Of Sammamish, Washington, Approving And Confirming The Special Assessment Roll For Beaver Lake Management District #1

### **Unfinished Business - None**

### **New Business**

12. **Discussion:** 2017/2018 Biennial Budget
13. **Policy:** Private Property Storm and Surface Water Management Responsibilities
14. **Contract:** Interim Maintenance Director and Maintenance Strategic Plan/Demarche Consulting
15. **Discussion:** Development Moratorium

### **Council Reports/ Council Committee Reports**

### **City Manager Report**

- **Update:** Mars Hill Church

### **Executive Session – if needed**

### **Adjournment**

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## AGENDA CALENDAR

Meeting Date	Packet Material Due	Time	Meeting Type	Topics
<b>Oct 2016</b>				
<b>Tues 10/4</b>	09/28	6:30 pm	Regular Meeting	Presentation: New Police Chief Presentation: Puget Sound Energy (PSE) Franchise Agreement Presentation: Zackuse Creek Fish Passage Project Consultant Contract Resolution: Private Property Surface Water Management Policy Resolution: Sound Transit 3  <u>Consent Agenda:</u> Resolution: Accepting the EHS Turf Replacement Project as Complete/Coast to Coast Resolution: Final Acceptance 2015 Pavement Repair Project Interlocal Agreements: School Resource Officers/LWSD & ISD
<b>Tues 10/11</b>	10/05	6:30 pm	Study Session	Presentations & Discussion: 2017-18 Biennial Budget Council Commission Appointment Process
<b>Tues 10/18</b>	10/12	6:30 pm	Regular Meeting	Public Hearing/Ordinance: First Reading Public Works Standards  <u>Consent Agenda:</u> Approval: 2017-2018 Human Service Grants
<b>Nov 2016</b>				
<b>Tues 11/1</b>	10/26	6:30 pm	Regular Meeting	Public Hearing/First Reading: Ordinance 2017 Property Tax Levy Public Hearing/First Reading: Ordinance 2017-18 Biennial Budget Public Hearing : Ordinance First Reading Adopting Storm and Surface Water Management Comp Plan Second Reading Adopting Public Works Standards Presentation PC Handoff: Surface Water Design Manual Presentation PC Handoff: Low Impact Design Code Update  <u>Consent Agenda:</u> Resolution: 2017 Salary Schedule Resolution: 2017 Master Fee Schedule
<b>Tues 11/8</b>	11/02	6:30 pm	Study Session	Discussion: 2017-18 Comprehensive Plan Amendment Docket Discussion: Surface Water Design Manual Discussion: Low Impact Design Code Update

<b>Tues 11/15</b>	11/09	6:30 pm	Regular Meeting	<p>Second Reading Ordinance 2017 Property Tax Levy                  Second Reading: Ordinance 2017-18 Biennial Budget                  Public Hearing/Resolution: 2017-18 Comprehensive Plan Amendment Docket                  Public Hearing/Ordinance: First Reading of School Impact Fee Updates                  Public Hearing: Ordinance First Reading Surface Water Design Manual                  Public Hearing: Ordinance First Reading Low Impact Design Code Update                  Ordinance: Second Reading Adopting Storm and Surface Water Management Comp Plan</p> <p><u>Consent Agenda:</u>                  Contract: 2017 Water Quality Monitoring Ebright Creek/TBD                  Contract: YMCA Property Development Plan Consultant/TBD                  Contract: Non-Motorized Plan Consultant/TBD</p>
<b>Dec 2016</b>				
<b>Mon 12/5</b>		5:30 - 8:00 pm	Volunteer Recognition Dinner	
<b>Tues 12/6</b>	11/30	6:30 pm	Regular Meeting	<p>Second Reading Adopting Surface Water Design Manual                  Second Reading Adopting Low Impact Design Code Update                  Second Reading: Ordinance 2017-18 Biennial Budget (if needed)</p> <p><u>Consent Agenda:</u>                  Resolution: Final Acceptance 2016 Asphalt Overlay Program                  Resolution: Final Acceptance Intelligent Transportation System Phase 1 Project                  Ordinance: Second Reading of School Impact Fee Updates</p>
<b>Tues 12/13</b>	12/7	6:30 pm	Special Meeting	<p>Discussion: Urban Forestry Management Plan Scope of Work                  Discussion: Parks, Recreation and Open Space (PRO) Plan Update Scope of Work                  Parks, Public Works &amp; Facilities Maintenance Contracts                  Parks &amp; Public Works Engineering Support Services Contracts                  Appointment/Contract: Hearing Examiner Services                  Contract: Code and Comp Plan Updates/Code Publishing</p>
<b>Tues 12/20</b>	12/14	6:30 pm	Regular Meeting	
<b>To Be Scheduled</b>			<b>Parked Items</b>	<b>Parked Items</b>

	<ul style="list-style-type: none"> <li>• Economic Development Plan</li> <li>• Traffic Impact Fee Update</li> <li>• Department Reports</li> <li>• Discussion: Concurrency Ordinance</li> <li>• Comprehensive Plan Transportation Element (2017)</li> <li>• Contract: SE 24<sup>th</sup> St Sidewalk Design/TBD</li> <li>• Lake Sammamish Water Level</li> <li>• Connectivity Model Process</li> <li>• Bid Award: 212<sup>th</sup> Way Repair (Snake Hill)/TBD</li> <li>• Contract: 212<sup>th</sup> Way Repair Construction Support/TBD</li> <li>• Final Acceptance: Inglewood Trunkline Porject</li> <li>• Bid Award: Beaver Lake Drive NTMP Project/TBD</li> </ul>	<ul style="list-style-type: none"> <li>• Review of regulations regarding the overlay areas, low impact development and special protection areas for lakes</li> <li>• Discussion: Inner City Bus Service</li> <li>• Good Samaritan Law</li> <li>• Contract: Major Stormwater Facility Repair/TBD</li> </ul>	<ul style="list-style-type: none"> <li>• Mountains to Sound Greenway</li> <li>• Sustainability/Climate Change</li> </ul>
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If you are looking for facility rentals, please click [here](#).

August		September 2016				October	
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	
				1 9 a.m. Volunteer at Sammamish Landing 9 a.m. Finance Committee Meeting 6:30 p.m. Planning Commission Meeting	2 9:30 a.m. Transportation Committee Meeting	3	
4	5	6 5 p.m. City Council Office Hour 6:30 p.m. City Council Meeting	7 10:30 a.m. Health/Human Services Committee Meeting 4 p.m. Sammamish Farmer's Market 6:30 p.m. Parks and Recreation Commission Meeting	8 10 a.m. Communications Committee Meeting 7 p.m. Round-table meeting on growth	9	10 10 a.m. Mayor's Month of Concern Food Drive	
11	12	13 6:30 p.m. City Council Study Session	14 10:30 a.m. Public Safety Committee Meeting <b>Canceled</b> 1 p.m. Health and Human Service Task Force Meeting 4 p.m. Sammamish Farmer's Market 7 p.m. Ladies Musical Club Concert	15 9 a.m. Finance Committee Meeting 6:30 p.m. Planning Commission Meeting	16 9:30 a.m. Transportation Committee Meeting	17 9 a.m. Volunteer at Lower Commons Park! 10 a.m. Sammamish Walks 10 a.m. Mayor's Month of Concern Food Drive	
18 9 a.m. Sammamish Fall Recycling Collection Event & Bin Sale	19	20 8:30 a.m. Trail Work at Beaver Lake Preserve 6:30 p.m. City Council Meeting	21 8:30 a.m. Trail Work at Beaver Lake Preserve 4 p.m. Sammamish Farmer's Market 5 p.m. Open House - Surface and Storm Water Management	22 8:30 a.m. Trail Work at Beaver Lake Preserve	23 8:30 a.m. Trail Work at Beaver Lake Preserve	24 10 a.m. Mayor's Month of Concern Food Drive	
25	26 6:30 p.m. Arts Commission Meeting	27	28	29 6:30 p.m. Understanding the Suicidal Youth - Community Discussion	30		

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

September

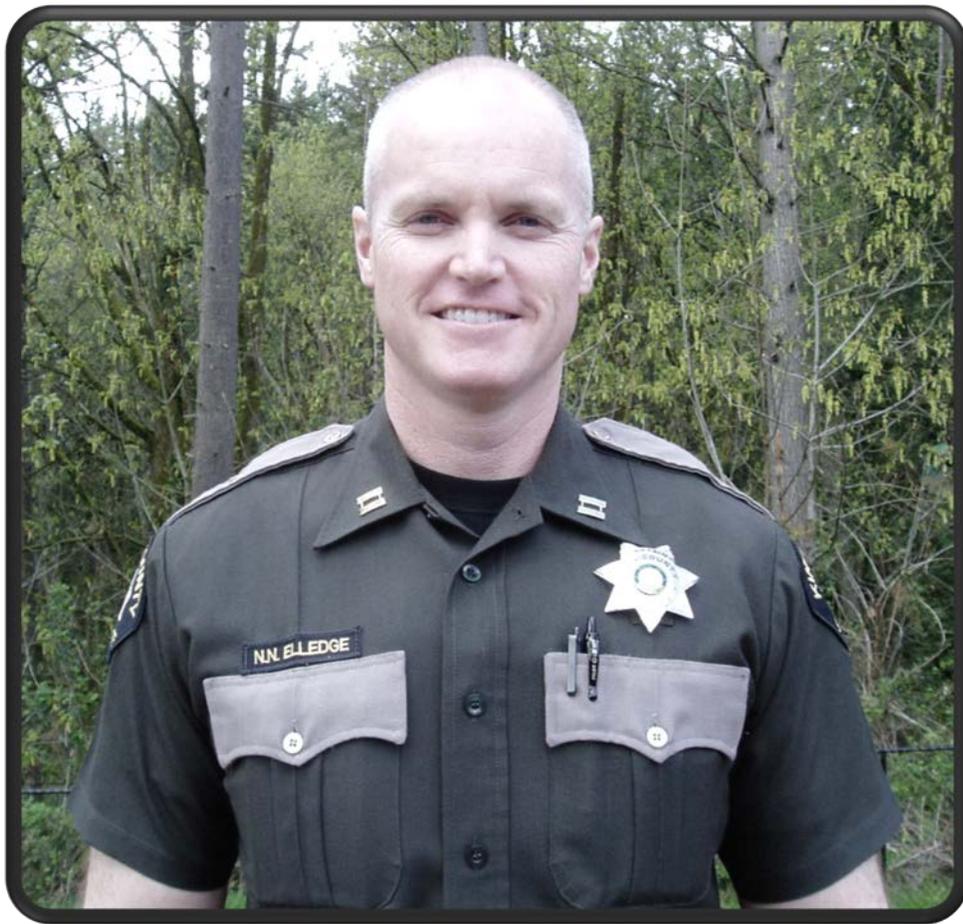
**October 2016**

November

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1 8:30 a.m. Trail Work at Evans Creek Preserve 10 a.m. Sammamish Walks
2	3	4 6:30 p.m. City Council Meeting	5 6:30 p.m. Parks and Recreation Commission Meeting	6 9 a.m. Finance Committee Meeting 6:30 p.m. Planning Commission Meeting	7 9:30 a.m. Transportation Committee Meeting	8 10 a.m. Mayor's Month of Concern Food Drive 10 a.m. 10th Annual Sammamish Arts Fair
9 10 a.m. 10th Annual Sammamish Arts Fair	10 10 a.m. City Hall Special Event	11 6:30 p.m. City Council Study Session	12	13	14 8:30 a.m. Art Exhibit	15
16	17	18 6:30 p.m. City Council Meeting	19 9:30 a.m. Transportation Committee Meeting	20 6:30 p.m. Planning Commission Meeting	21	22
23	24 6:30 p.m. Arts Commission Meeting	25	26	27	28	29
30	31 3 p.m. Halloween Happening					

**Recognition:**

# Sammamish Police Chief Nate Elledge







# MEMORANDUM

**TO:** Melonie Anderson/City Clerk  
**FROM:** Marlene/Finance Department  
**DATE:** September 15, 2016, 2016  
**RE:** Claims for September 20, 2016

\$ 207,745.94  
 88,883.68  
 405.00  
 2,226,871.28  
 872,419.60

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

Marshbank Construction	\$646,676.10	Inglewood Hill Stormwater Project
Watson Asphalt	\$627,620.85	2016 Pavement Overlays
Eastside Fire & Rescue	\$561,292.92	Fire Services - September 2016
King County Sheriff	\$531,196.67	Police Services - August 2016
Kestrel Ridge	\$93,832.00	Refund Cash Deposit
Perteet	\$79,996.35	Sahalee Way/Inglewood Hill/SE 4th Projects
David Evans & Assoc	\$39,741.28	Transportation Concurrency Mgmt
Plantscapes	\$39,088.55	Pond & Slope Mowing - August 2016
Perteet	\$39,018.95	Inglewood Hill Stormwater Project
Hartford Fire Insurance Co	\$36,206.12	Porter Brothers - Sammamish Community Ctr

**TOTAL \$ 3,396,325.50**

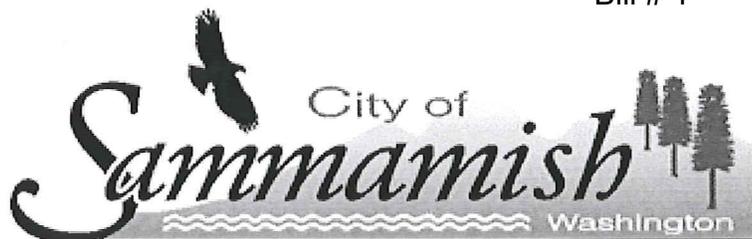
**Check #45352 - # 45493**

207,745.94 +  
 88,883.68 +  
 405.00 +  
 2,226,871.28 +  
 872,419.60 +  
 3,396,325.50 +

# Accounts Payable

## Check Register Totals Only

User: mdunham  
 Printed: 9/1/2016 - 2:37 PM



Check	Date	Vendor No	Vendor Name	Amount	Voucher
45352	09/02/2016	AWCLIF	Association of Washington Cities	206.80	45,352
45353	09/02/2016	AWCMED	AWC Employee BenefitsTrust	145,725.57	45,353
45354	09/02/2016	ICMA401	ICMA 401	45,367.65	45,354
45355	09/02/2016	ICMA457	ICMA457	14,334.11	45,355
45356	09/02/2016	IDHW	Idaho Child Support Receipting	200.00	45,356
45357	09/02/2016	PREPAIDL	LegalShield	57.80	45,357
45358	09/02/2016	NAVIA	Navia Benefits Solution	1,273.44	45,358
45359	09/02/2016	WASUPPOR	Wa State Support Registry	580.57	45,359
Check Total:				207,745.94	

Accounts Payable  
Computer Check Register



User: mdunham  
 Printed: 09/09/2016 - 10:03AM  
 Batch: 00003.09.2016  
 Bank Account: APPR

Check	Vendor No	Vendor Name	Date	Invoice No	Amount
45360	COMCAST2	Comcast	9/9/2016		9.44
Check 45360 Total:					9.44
45361	FRONTIR2	Frontier	9/9/2016		388.30
Check 45361 Total:					388.30
45362	ISD	Issaquah School District	9/9/2016	8/2016	4,636.00
Check 45362 Total:					4,636.00
45363	LWSD	Lake Washington School Dist	9/9/2016	8/2016	62,595.50
Check 45363 Total:					62,595.50
45364	PSE	Puget Sound Energy	9/9/2016		810.35 130.74 7,683.86 10.16 10.16
Check 45364 Total:					8,645.27
45365	SAM	Sammamish Plateau Water Se	9/9/2016		70.82 6,076.00 1,934.34 4,473.39 54.62
Check 45365 Total:					12,609.17
Report Total:					88,883.68

Accounts Payable  
 Check Register Totals Only

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Check	Date	Vendor No	Vendor Name	Amount	Voucher
45366	09/14/2016	PLCC	Pine Lake Covenant Church	180.00	45,366
45367	09/14/2016	SMITHBRE	Brenden Smith	225.00	45,367
				405.00	
Check Total:				405.00	

## Accounts Payable

## Check Register Totals Only

User: mdunham  
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Check	Date	Vendor No	Vendor Name	Amount	Voucher
45368	09/20/2016	ALDWORTH	Kurt Aldworth	266.36	45,368
45369	09/20/2016	ALLWEST	Allwest Underground, Inc.	3,007.82	45,369
45370	09/20/2016	ALPINE	Alpine Products, Inc.	394.40	45,370
45371	09/20/2016	AMTEST	AM Test Inc	450.00	45,371
45372	09/20/2016	APP	Associated Petroleum Products	874.31	45,372
45373	09/20/2016	BACKGROU	Background Source Intl	8.00	45,373
45374	09/20/2016	BELLCITY	City Of Bellevue	15,618.50	45,374
45375	09/20/2016	BENCHMAR	Benchmark Communities	248.00	45,375
45376	09/20/2016	BEST	Best Parking Lot Cleaning, Inc	4,877.52	45,376
45377	09/20/2016	BMC	BMC West Corp	332.70	45,377
45378	09/20/2016	CADMAN	Cadman, Inc.	572.61	45,378
45379	09/20/2016	CASCADER	Cascade Recreation, Inc	2,020.28	45,379
45380	09/20/2016	CDW	CDW Govt Inc	8,489.57	45,380
45381	09/20/2016	CHERRYTR	Tristan Cherry	150.00	45,381
45382	09/20/2016	CODEPUB	Code Publishing Inc	1,129.71	45,382
45383	09/20/2016	COLSONST	Steve & Julia Colson	129.50	45,383
45384	09/20/2016	COMCAST3	Comcast	1,284.70	45,384
45385	09/20/2016	CONSOLID	Consolidated Press	3,316.55	45,385
45386	09/20/2016	COSTCO	Costco Wholesale	46.95	45,386
45387	09/20/2016	CUNNINGH	J. A. Cunningham Consulting LLC	1,102.50	45,387
45388	09/20/2016	DAILY	Daily Journal of Commerce	123.20	45,388
45389	09/20/2016	DONOVANJ	Joe Donovan	25.00	45,389
45390	09/20/2016	EASTFIRE	Eastside Fire & Rescue	561,292.92	45,390
45391	09/20/2016	ENTERPRI	EnterpriseSeattle	756.83	45,391
45392	09/20/2016	ESA	ESA	4,103.24	45,392
45393	09/20/2016	EVANS	David Evans & Associates, Inc	8,801.15	45,393
45394	09/20/2016	EVERFORD	Evergreen Ford	129.25	45,394
45395	09/20/2016	EVERSONS	Everson's Econo Vac, Inc.	18,681.73	45,395
45396	09/20/2016	EVSAN	Evergreen Sanitation, Inc	516.06	45,396
45397	09/20/2016	FASTENAL	Fastenal Industrial Supplies	936.02	45,397
45398	09/20/2016	FASTSIGN	Fastsigns Bellevue	525.60	45,398
45399	09/20/2016	GCH	Gail C. Harris	1,200.00	45,399
45400	09/20/2016	GOODSELL	Goodsell Power Equip Inc	1,969.07	45,400
45401	09/20/2016	GRANGE	Grange Supply, Inc.	98.52	45,401
45402	09/20/2016	GRAYOS	Gray & Osborne, Inc.	3,623.79	45,402
45403	09/20/2016	GUARDIAN	Guardian Security	72.00	45,403
45404	09/20/2016	HDR	HDR Engineering, Inc	7,353.03	45,404
45405	09/20/2016	HERMANO	Hermanson Co LLP	6,879.89	45,405
45406	09/20/2016	HOMEDE	Home Depot	2,734.04	45,406
45407	09/20/2016	HOWARD	Lyman Howard	183.69	45,407
45408	09/20/2016	ILAND	Iland Internet Solutions	242.50	45,408
45409	09/20/2016	ISSCITY	City Of Issaquah	6,802.00	45,409
45410	09/20/2016	KENYON2	Kenyon Disend PLLC	33,787.33	45,410
45411	09/20/2016	KESTREL	Kestrel Ridge, LLC	93,832.00	45,411
45412	09/20/2016	KINGFI	King County Finance A/R	1,122.26	45,412
45413	09/20/2016	KINGPET	King County Pet Licenses	130.00	45,413
45414	09/20/2016	KINGSH	King County Sheriff's Office	531,196.67	45,414
45415	09/20/2016	KOMPANI	Kompan Inc	1,339.19	45,415
45416	09/20/2016	KRIEG	Kyler Krieg	12.00	45,416
45417	09/20/2016	KRIEGJIM	Jim Krieg	125.92	45,417

Check	Date	Vendor No	Vendor Name	Amount	Voucher
45418	09/20/2016	LAKESIDE	Lakeside Industries	5,153.77	45,418
45419	09/20/2016	LESSCHWA	Les Schwab Tire Center	2,660.67	45,419
45420	09/20/2016	LEXIS	Lexis Nexis Risk Data Mgmt	54.30	45,420
45421	09/20/2016	LEYTON	Kimberly Leyton	910.43	45,421
45422	09/20/2016	LOCHNER	Lochner, Inc.	26,535.23	45,422
45423	09/20/2016	MAILPO	Mail Post	863.45	45,423
45424	09/20/2016	MALLORY	Mallory Paint Store	19.68	45,424
45425	09/20/2016	MARTINMI	Michelle Martin	6.02	45,425
45426	09/20/2016	MINUTE	Minuteman Press	27.38	45,426
45427	09/20/2016	MOBERLY	Lynn Moberly	12,425.00	45,427
45428	09/20/2016	NAPA	NAPA Auto Parts	312.94	45,428
45429	09/20/2016	NC MACH	NC Machinery Co	4,253.24	45,429
45430	09/20/2016	NESAM	NE Sammamish Sewer & Water	137.76	45,430
45431	09/20/2016	OER	Olympic Environmental Resource	6,010.87	45,431
45432	09/20/2016	OSBORN	Osborn Consulting, Inc	11,972.66	45,432
45433	09/20/2016	PACSOIL	Pacific Topsoils, Inc	2,702.54	45,433
45434	09/20/2016	PAPE	Pape Machinery	1,593.23	45,434
45435	09/20/2016	PERTEET	Perteet, Inc.	79,996.35	45,435
45436	09/20/2016	PLANTSCA	Plantscapes, Inc	39,088.55	45,436
45437	09/20/2016	POA	Pacific Office Automation	91.98	45,437
45438	09/20/2016	PSCLEAN	Puget Sound Clean Air Agency	12,472.25	45,438
45439	09/20/2016	PSRC	Puget Sound Regional Council	27,171.00	45,439
45440	09/20/2016	REDMOND	City Of Redmond	335.70	45,440
45441	09/20/2016	RICH	Rich Landscaping, Inc.	5,246.87	45,441
45442	09/20/2016	ROTARSAM	Rotary Club of Sammamish	195.00	45,442
45443	09/20/2016	SAM	Sammamish Plateau Water Sewer	26.59	45,443
45444	09/20/2016	SEATIM	Seattle Times	1,156.30	45,444
45445	09/20/2016	SHERWIN	Sherwin-Williams Company	81.55	45,445
45446	09/20/2016	SITEONE	Site One Landscape Supply LLC	1,370.59	45,446
45447	09/20/2016	STEWARTB	Bud Stewart	10.00	45,447
45448	09/20/2016	STOECKL	Jane C. Stoecklin	140.00	45,448
45449	09/20/2016	SUNBELT	Sunbelt Rentals	382.22	45,449
45450	09/20/2016	TOPPER	Topper Industries, Inc	3,961.27	45,450
45451	09/20/2016	TRIANGLE	Triangle Associates, Inc	1,687.82	45,451
45452	09/20/2016	TUBBS	Thomas Tubbs	32.84	45,452
45453	09/20/2016	USBANKNA	US Bank N.A.	57.00	45,453
45454	09/20/2016	VERIZON	Verizon Wireless	3,975.74	45,454
45455	09/20/2016	VOYAGER	Voyager	6,371.02	45,455
45456	09/20/2016	WTRACTO	Washington Tractor	460.35	45,456
45457	09/20/2016	WATSON	Watson Asphalt Paving Co	627,620.85	45,457
45458	09/20/2016	WINDWARD	Windward Environmental LLC	3,863.61	45,458
45459	09/20/2016	WORKSAFE	A Work Safe Service, Inc	52.00	45,459
45460	09/20/2016	ZUMAR	Zumar Industries, Inc.	2,469.78	45,460
Check Total:				2,226,871.28	

Accounts Payable  
 Check Register Totals Only

User: mdunham  
 Printed: 9/15/2016 - 10:12 AM



Check	Date	Vendor No	Vendor Name	Amount	Voucher
45461	09/20/2016	BANNER	Banner Bank	33,562.25	45,461
45462	09/20/2016	ENTERPRI	EnterpriseSeattle	2,900.62	45,462
45463	09/20/2016	EVANS	David Evans & Associates, Inc	39,741.28	45,463
45464	09/20/2016	FULTON	Leah Fulton	500.00	45,464
45465	09/20/2016	FUNRENT	Festival Rentals LLC	3,061.62	45,465
45466	09/20/2016	GORDONEL	Elsie Gordon	500.00	45,466
45467	09/20/2016	GREATAME	Great America Financial Services	130.31	45,467
45468	09/20/2016	GUBATA	Allison Gubata	32.94	45,468
45469	09/20/2016	HARTFORD	Hartford Fire Insurance Co	36,206.12	45,469
45470	09/20/2016	HDR	HDR Engineering, Inc	5,393.34	45,470
45471	09/20/2016	HERITAGE	Heritage Bank	1,732.35	45,471
45472	09/20/2016	HOGAN	D. A. Hogan & Assoc., Inc	3,390.71	45,472
45473	09/20/2016	ISSAQI	Issaquah Press, Inc.	3,042.91	45,473
45474	09/20/2016	JACOBSEN	Jacobs Engineering Group, Inc	2,669.95	45,474
45475	09/20/2016	JKA	JKA Well Drilling	9,707.01	45,475
45476	09/20/2016	KINGFI	King County Finance A/R	2,553.00	45,476
45477	09/20/2016	KLEINFEL	Kleinfelder, Inc.	10,196.15	45,477
45478	09/20/2016	MARSHBAN	Marshbank Construction	646,676.10	45,478
45479	09/20/2016	MASTERCH	Master Chorus Eastside	500.00	45,479
45480	09/20/2016	NC MACH	NC Machinery Co	2,110.39	45,480
45481	09/20/2016	NESAM	NE Sammamish Sewer & Water	2,130.62	45,481
45482	09/20/2016	PERTEET	Perteet, Inc.	39,018.95	45,482
45483	09/20/2016	PHILIPSP	Philips Publishing Group	3,365.30	45,483
45484	09/20/2016	PINFOUND	Pin Foundations, Inc	2,726.55	45,484
45485	09/20/2016	RAINGSEY	Lim A. Raingsey	261.96	45,485
45486	09/20/2016	REDSIGNS	Redmond Signs	194.34	45,486
45487	09/20/2016	SAMMI	Sammamish Award Foundation	3,750.00	45,487
45488	09/20/2016	SOUNDPUB	Sound Publishing, Inc	1,000.00	45,488
45489	09/20/2016	STAPLES	Staples Advantage	1,484.77	45,489
45490	09/20/2016	TRACY	Joseph E. Tracy	261.96	45,490
45491	09/20/2016	TRANSMAP	Transmap Corp	8,249.40	45,491
45492	09/20/2016	WAECOL	Wa State Dept of Ecology	630.00	45,492
45493	09/20/2016	WINDWARD	Windward Environmental LLC	4,738.70	45,493
Check Total:				872,419.60	





**Meeting Date:** September 20, 2016

**Date Submitted:** 9/15/2016

**Originating Department:** Community Development

**Clearances:**

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

**Subject:** A resolution approving Final Plat of the Laurel Park Subdivision for 13 lots

**Action Required:** Adopt resolution approving Final Plat and authorizing the Mayor to sign

- Exhibits:**
1. Draft Resolution
  2. Hearing Examiner Decision dated March 11, 2014
  3. Matrix showing plat conditions and responses
  4. Map of Final Plat
  5. Vicinity Map

**Budget:** N/A

**Summary Statement:** The developer of Laurel Park subdivision is seeking to record for final plat, which will create 13 single-family residential lots from a 5.05 acre parcel zoned residential, 4 units per acre (R-4).

**Background:** Laurel Park subdivision, originally processed at preliminary plat as 223<sup>rd</sup> Subdivision SE, (Mike Reid), is seeking to obtain final plat approval, such that it may be recorded. The application was reviewed and granted preliminary plat approval for the eventual creation of 13 lots by the Hearing Examiner on March 11, 2014.

This 2006 application is vested to the City of Sammamish Code in effect on August 12, 2005 as it was part of a larger settlement agreement. Several iterations of the application were submitted and reviewed over time, ranging from 12 to 20 lots. Two of the key issues taking substantial time in the processing of this application were a wetland classification and a traffic impact analysis.

The City Council recently passed procedural code amendments which remedy such instances from occurring in the future, as an applicant is now limited to 90 days to a request for revisions / additional information from the City (SMC 20.05.100).

In 2013, the Hearing Examiner issued a first decision granting a SEPA appeal by the applicant and remanding the application back to the applicant and City for further corrections. Both parties filed an appeal of this decision to Superior Court and then subsequently settled. In January of 2014, a revised

13-lot application was submitted to the City and approved by the Hearing Examiner – this decision is attached as Exhibit 2.

The City of Sammamish has reviewed and approved the installation of the required infrastructure (drainage facilities, streets, sidewalks, etc.) improvements under Site Development Permit SDP2015-00525. The improvements have been substantially completed and inspected. A performance bond is in place for the remaining, uncompleted site improvements.

*Tree Retention:*

The application was determined to be exempt from tree retention requirements of Ordinance 2005-175. A Clear and Grade Permit was applied for on June, 13, 2005 to remove trees from the underlying single-family lot. At that time the City had no administrative rule to prevent properties over an acre, with a single family residence, to clear a lot without adhering to the tree retention ordinance. As a result, the preliminary subdivision was processed without tree retention.

*Performance Bond:*

The applicant has posted a bond for the installation of the remaining site improvements (including street, curb, and sidewalk improvements) in the amount of \$183,435.40.

*Landscaping Bond:*

The applicant has posted a bond for the installation of the remaining landscaping and recreation improvements in the amount of \$67,996.21.

*Critical Area Bond:*

The applicant has posted a bond for mitigation associated with impacts to critical areas in the amount of \$13,515.21.

*Transportation Mitigation Fees:*

The applicant has paid 30% of the street impact fees in the amount of \$15,000 in addition to the applicable administration fees. The balance of the impact fees shall be paid at the time of building permit issuance on a per lot basis. Per Ordinance O2016-412 the applicant may request to defer payment of requirement impact fees until the sooner of final inspection or the closing of the first sale of the property occurring after the issuance of the applicable building permit.

*School Mitigation Fees:*

The applicant has paid fifty percent of the applicable Issaquah School District impact fees in the amount of \$27,816, in addition to the current administration fee. The balance of the school impact fees shall be paid at the time of building permit issuance on a per lot basis.

The applicant has demonstrated to the City of Sammamish that all of the preliminary plat approval conditions have either been met, or have been bonded for and will be met in a timely manner.

**Financial Impact:** N/A

**Recommended Motion:** Approve the resolution for the 13-lot Laurel Park subdivision authorizing the Mayor to sign for Final Plat.

**CITY OF SAMMAMISH  
WASHINGTON  
Resolution No. R2016-\_\_\_\_**

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**A RESOLUTION OF THE CITY OF SAMMAMISH,  
WASHINGTON, GRANTING FINAL PLAT APPROVAL  
TO THE PLAT OF LAUREL PARK**

WHEREAS, the City Council has received a recommendation of approval for the final plat of the Laurel Park subdivision; and

WHEREAS, the City Council has reviewed said plat and finds that it conforms to all terms of the preliminary plat approval and applicable land use laws and regulations; and

WHEREAS, the City Council desires to grant final approval to the 13-lot plat of Laurel Park;

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

Section 1. Adoption of Hearing Examiner's Findings and Conclusions.

The City Council hereby adopts the findings and conclusions included in the City of Sammamish Hearing Examiner's decision of March 11, 2014 for the preliminary plat of Laurel Park (PSUB2006-00039).

Section 2. Grant of Approval. The City Council hereby grants final approval to the Laurel Park (13-lot) plat.

**PASSED BY THE CITY COUNCIL AT A REGULAR MEETING THEREOF ON  
THE \_\_\_\_\_ DAY OF SEPTEMBER 2016.**

CITY OF SAMMAMISH

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

ATTEST/AUTHENTICATED:

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

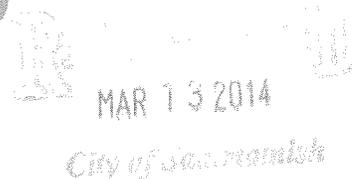
Approved as to form:

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

Filed with the City Clerk: September 15, 2016

Passed by the City Council:

Resolution No.: R2016-\_\_\_\_\_



**BEFORE the HEARING EXAMINER for the  
CITY of SAMMAMISH**

<b>DECISION</b>
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FILE NUMBER: PLN2006-00039

APPLICANT: 223<sup>rd</sup> Avenue SE, LLC  
C/o Duana Koloušková  
1601 114<sup>th</sup> Avenue SE, Suite 110  
Bellevue, WA 98004

TYPE OF CASE: Preliminary subdivision (223<sup>rd</sup> Avenue SE)

STAFF RECOMMENDATION: Approve 13-lot subdivision (Exhibit S-41) subject to conditions

EXAMINER DECISION: APPROVE preliminary subdivision (Exhibit S-41) subject to conditions

DATE OF DECISION: March 11, 2014

**INTRODUCTION <sup>1</sup>**

223<sup>rd</sup> Avenue SE, LLC, Michael Reid (3525 223<sup>rd</sup> Avenue SE, Sammamish, Washington 98075), Managing Member (individually and collectively referred to as Reid), seeks preliminary approval of 223<sup>rd</sup> Avenue SE, a 13 lot single-family residential subdivision of a 5.05 acre site, owned by Reid, which is zoned R-4.

Reid filed a Base Land Use Application on May 4, 2006. (Exhibit S-1.1 <sup>2</sup>) On February 21, 2013, Reid appealed the State Environmental Policy Act (SEPA) Mitigated Determination of Nonsignificance (MDNS) issued for 223<sup>rd</sup> Avenue SE by the City's Responsible Official, the Department of Community Development's (Department's) Director. (Exhibit S-2)

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<sup>1</sup> Any statement in this section deemed to be either a Finding of Fact or a Conclusion of Law is hereby adopted as such.  
<sup>2</sup> Exhibit citations are provided for the reader's benefit and indicate: 1) The source of a quote or specific fact; and/or 2) The major document(s) upon which a stated fact is based. While the Examiner considers all relevant documents in the record, typically only major documents are cited. The Examiner's Decision is based upon all documents in the record.

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RE: PLN2006-00039 (223<sup>rd</sup> Avenue SE)  
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The subject property is located at 3525 223<sup>rd</sup> Avenue SE.

The Sammamish Hearing Examiner (Examiner) viewed the subject property on July 24, 2013.

The Examiner convened a consolidated open record hearing to consider the preliminary subdivision application and the SEPA appeal on July 24, 2013, which was continued to July 31, 2013, and then to August 6, 2013, on which date it was concluded. The Department gave notice of the hearing as required by the Sammamish Municipal Code (SMC).<sup>3</sup> (Exhibits S-4, S-24.1, and S-25)

On August 13, 2013, the Examiner issued a Decision which Granted the SEPA appeal and Returned the preliminary subdivision application to Reid for revision. (Exhibit A-1) On August 23, 2013, the City/Department filed a timely Motion for Reconsideration and/or Clarification with attachments. (Exhibit A-2) On September 23, 2013, the Examiner issued an Order Granting (In Part) a Motion for Reconsideration. (Exhibit A-5) That Order, *inter alia*, held that the original SEPA Mitigated Determination of Nonsignificance (MDNS) remained as a valid DNS after elimination of the sole mitigation measure through the SEPA appeal process. (Exhibit A-5)

Both parties appealed to Superior Court. (Exhibit S-38 {p. 1}) On December 11, 2013, the City and Reid entered into a Settlement Agreement (2013 Settlement Agreement) which resulted in the dismissal of both judicial appeals. (Exhibit S-38.6 and testimony)

On January 10, 2014, Reid submitted a revised 13-lot preliminary plat proposal, consistent with the 2013 Settlement Agreement. (Exhibit S-38.2) The Examiner reconvened the open record hearing on March 5, 2014, to consider the new plat proposal. The Department gave notice of the reconvened hearing as required by the SMC. (Exhibit S-38.7) No testimony or evidence was entered into the record of that hearing by the general public either in support of or in opposition to the application.<sup>4</sup>

All exhibits from the initial hearing process (Exhibits S-1 – S-37 and T-1 – T-101) remain part of the record. The following exhibits were added to the hearing record during the March 5, 2014, hearing:

Exhibits A-1 – A-4:	As enumerated in Exhibit A-5
Exhibit A-5:	Order Granting (In Part) a Motion for Reconsideration, issued September 23, 2013
Exhibit S-39:	Recommended New Conditions 4 and 5, submitted at hearing by the Department

<sup>3</sup> Written notice of the continuances was not required as the Examiner announced the date, time, and place on the record at the end of each hearing day.

<sup>4</sup> Two members of the general public were present when the March 5, 2014, hearing was convened. At the outset of the hearing the Examiner asked if either had any particular areas of interest or concern. Both indicated they were in attendance solely to observe. Both left after a recess, before the hearing was concluded.

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- Exhibit S-40: Revised 13-Lot preliminary plat, submitted at hearing by Reid (Revises 223<sup>rd</sup> Avenue SE pavement taper)
- Exhibit S-41: Revised 13-Lot preliminary plat, submitted at hearing by Reid (Depicts outer critical area buffer boundary)

The Examiner asked Reid and the Department if it would be beneficial to hold the hearing record open through close of business on Friday, March 7, 2014, to allow them to submit a fine-tuned set of recommended conditions of approval. Both concurred. The hearing record closed on March 6, 2014, with submittal of Exhibit S-42.

The action taken herein and the requirements, limitations and/or conditions imposed by this decision are, to the best of the Examiner's knowledge or belief, only such as are lawful and within the authority of the Examiner to take pursuant to applicable law and policy.

#### FINDINGS OF FACT

1. The Examiner's August 13, 2013, Decision contains a detailed history of the proposal and detailed description of the subject property, the surrounding area, and the several plats which had, up to that time, been submitted for consideration. (Exhibit A-1, especially Findings of Fact A.1 – A.8, B.1 – B.15, and C.1 – C.7) Those Findings of Fact need not and will not be repeated here.
2. Reid and the City reached agreement, through their settlement discussions, on a 13-lot preliminary plat. (Exhibit S-41) Exhibit S-41 meets or exceeds all applicable standards of the August 12, 2005, SMC to which the application is vested. (See Exhibit A-1, p. 13, "Vested Rights" section. (Emphasis in original)

Exhibit S-41 is quite similar to the earlier design presented as Exhibit T-56. Both are 13-lot proposals; both retain the existing residence and its driveway; both assume a 150 foot buffer requirement for Wetland 32; both utilize some buffer width averaging to meet code while keeping the existing residence out of the protected buffer. They differ in that: the 223<sup>rd</sup> Avenue SE cul-de-sac depicted on Exhibit T-56 is no longer proposed (to be replaced with a pavement taper and a sign warning of the end of the public street a few hundred feet to the south); the increased buffer south of the residence is larger by about 2,000 square feet; former Proposed Lots 10, 11, and 12 have been renumbered as Proposed Lots 9, 10, and 11; former Proposed Lot 9 has been reduced in width to 30 feet, moved to the west side of the property, and renumbered as Proposed Lot 12; the sand filter has been shifted north to abut Proposed Lot 9 (former Proposed Lot 10); former Proposed Tract A (on-site wetland) and Proposed Tract B (on-site wetland buffer) have been combined into a single tract, Tract A; and a shared 20 foot wide driveway is proposed to serve Proposed Lot 12 (and eventually Proposed Lot 13's existing residence). The outer boundary of the critical area buffer within the subject property is depicted on Exhibit S-41 by a yellow high-light line.

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3. Proposed Lot 12 (30 feet wide by 161 feet in depth) meets applicable zoning minima. (Testimony) The Department and Reid both testified that Proposed Lot 12 is a buildable lot. Reid acknowledged that it may not be practical to build a house on it without a Boundary Line Adjustment (BLA) by which some of abutting Proposed Lot 13 would be added to it, and that such a BLA would be problematic as long as the existing residence on Proposed Lot 13 remains. (Testimony) The Examiner counseled that approval of zoning variances in the future for Proposed Lot 9 would be problematic given that the lot is being knowingly created by a developer who states that it is buildable without variances.
4. The current preliminary plat includes appropriate provisions for open spaces (Exhibit S-41 {Tracts C and E}), drainage ways (Exhibits S-1.7.2, S-1.7.4 S-24.3, S-38.2 {Sheet 2 of 3} and S-38.3), streets or roads (Exhibits S-1.25 – S-1.27, S-38.3, and S-41), alleys (none required by the design), other public ways (Exhibit S-41 {Tract C, although not “public” in the sense of “dedicated for public use,” is a trail that will be available to the lot owners}), transit stops (none requested), potable water supplies (Exhibits S-1.12-1.17, S-24.2 and 24.6), sanitary wastes (Exhibits S-1.12-1.17, S-24.2 and 24.6), parks and recreation (Exhibits S-38 and S-41), playgrounds (Exhibits S-38 and S-41), schools and school grounds (Exhibit S-1), and sidewalks and other planning features that assure safe walking conditions for students who only walk to and from school (Exhibits S-1 and S-1.10).
5. The Department recommends approval of Exhibit S-41 subject to conditions. (Exhibits S-1 as amended by S-24, S-38, and S-42)  
  
After extensive discussion of the conditions recommended by the Department in Exhibit S-38 during the March 5, 2014, open record hearing, including introduction of two new conditions (Exhibit S-39), the Department and Reid agreed that it would be desirable to allow them some time to fine-tune the recommended conditions. It was for that reason that the hearing record was held open. Exhibit S-42 is essentially Exhibit S-38 with its recommended conditions replaced by a jointly formulated list of recommended conditions. The Examiner has relied upon the Exhibit S-42 set of recommended conditions.
6. Any Conclusion of Law deemed to be a Finding of Fact is hereby adopted as such.

### LEGAL FRAMEWORK <sup>5</sup>

The Examiner is legally required to decide this case within the framework created by the following principles:

#### Authority

A preliminary subdivision is a Type 3 land use application. [SMC 20.05.020, Exhibit A] A Type 3 land use application requires an open record hearing before the Examiner. The Examiner makes a final decision on

<sup>5</sup> Any statement in this section deemed to be either a Finding of Fact or a Conclusion of Law is hereby adopted as such.

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the application which is subject to the right of reconsideration and appeal to Superior Court. [SMC 20.05.020, 20.10.240, 20.10.250, and 20.10.260]

The Examiner's decision may be to grant or deny the application or appeal, or the examiner may grant the application or appeal with such conditions, modifications, and restrictions as the Examiner finds necessary to make the application or appeal compatible with the environment and carry out applicable state laws and regulations, including Chapter 43.21C RCW and the regulations, policies, objectives, and goals of the interim comprehensive plan or neighborhood plans, the development code, the subdivision code, and other official laws, policies and objectives of the City of Sammamish.

[SMC 20.10.070(2)]

#### Review Criteria

Section 20.10.200 SMC sets forth requirements applicable to all Examiner Decisions:

When the examiner renders a decision . . . , he or she shall make and enter findings of fact and conclusions from the record that support the decision, said findings and conclusions shall set forth and demonstrate the manner in which the decision . . . is consistent with, carries out, and helps implement applicable state laws and regulations and the regulations, policies, objectives, and goals of the interim comprehensive plan, the development code, and other official laws, policies, and objectives of the City of Sammamish, and that the recommendation or decision will not be unreasonably incompatible with or detrimental to affected properties and the general public.

Additional review criteria for preliminary subdivisions are set forth at SMC 20.10.220:

When the examiner makes a decision regarding an application for a proposed preliminary plat, the decision shall include additional findings as to whether:

- (1) Appropriate provisions are made for the public health, safety, and general welfare and for such open spaces, drainage ways, streets or roads, alleys, other public ways, transit stops, potable water supplies, sanitary wastes, parks and recreation, playgrounds, schools and school grounds and all other relevant facts, including sidewalks and other planning features that assure safe walking conditions for students who only walk to and from school; and
- (2) The public use and interest will be served by the platting of such subdivision and dedication.

#### Vested Rights

This application is vested to the development regulations as they existed on August 12, 2005. (See Exhibit A-1, p. 13)

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Standard of Review

The standard of review is preponderance of the evidence. The applicant has the burden of proof. [City of Sammamish Hearing Examiner Rule of Procedure 316(a)]

Scope of Consideration

The Examiner has considered: all of the evidence and testimony; applicable adopted laws, ordinances, plans, and policies; and the pleadings, positions, and arguments of the parties of record.

**CONCLUSIONS OF LAW**

1. Extensive, detailed conclusions regarding conformance with the criteria for approval are unnecessary since 223<sup>rd</sup> Avenue SE is now essentially an uncontested case.
2. Based upon all the evidence in the record, the Examiner concludes that 223<sup>rd</sup> Avenue SE meets the considerations within SMC 20.10.200. All evidence demonstrates compliance with Comprehensive Plan policies and zoning code, subdivision code, and Environmentally Sensitive Areas<sup>6</sup> regulations.
3. Given all the evidence in the record, the Examiner concludes that 223<sup>rd</sup> Avenue SE complies with the review criteria of SMC 20.10.220. The proposed subdivision allows development at the density expected under the Comprehensive Plan, does not thwart future development of surrounding properties, makes appropriate provision for all items listed in that code section, and will serve the public use and interest.
4. The recommended conditions of approval as set forth in Exhibit S-42 are reasonable, supported by the evidence, and capable of accomplishment with the following changes:
  - A. A preliminary subdivision embodies the concept of approval of a specific development proposal: the preliminary plat. Preliminary subdivision evaluation is based upon the specific preliminary plat submitted by the applicant. It is appropriate, therefore, that the conditions of approval clearly identify the plat which is being approved, especially where, as here, the record contains numerous variations which are not being approved. The recommended conditions in Exhibit S-42 do not do so. Both Reid and the Department agree that Exhibit S-41 constitutes the plat which should be approved. Reference to that exhibit will be provided in a new condition.
  - B. Recommended Condition 16. This condition, which reminds the reader that the term of approval of this preliminary plat is 84 months, is presently located in the section containing conditions to be fulfilled "Prior to City acceptance of plat improvements". It really isn't a condition to be fulfilled prior to acceptance of plat improvements. It will make more sense to move it up to the "General" conditions section.

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<sup>6</sup> Now referred to in the SMC as Environmentally Critical Areas.

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- C. Recommended Condition 17. This condition addresses Proposed Lot 13 as a separate phase. The Examiner sees no reason to not allow the lot containing the existing residence to be developed as a separate phase: If for no other reason, it may facilitate financing of the remainder of the plat. However, the way this condition is worded, it does not allow for development of the entire plat without phasing. It may well be that Reid or a successor may wish to record the entire plat at one time. That option should be available. The introductory wording will be revised to provide that items a – e are to be fulfilled when Proposed Lot 13 is recorded, whether that be as a stand-alone phase or as part of the overall plat.

An additional consideration with phased development is the timing of creation of the 20 foot wide shared driveway for Proposed Lots 12 and 13. It appears from Exhibit S-41 that the shared driveway may be intended to be a separate tract, albeit it is not labelled as such. That driveway tract needs to come into existence when Proposed Lot 13 is recorded, because without it, the owner of Proposed Lot 13 would have a very complicated time if he/she/they wanted to voluntarily abandon the existing driveway and switch over to the new, shared driveway: The driveway might not be part of Proposed Lot 13 or the recorded plat. The Examiner believes that the shared driveway needs to be part of the Phase in which Proposed Lot 13 is recorded. The condition will be revised to so provide.

- D. Although the current proposal has corrected most of the stylistic items which were discussed during the hearing, there remain a number of minor, non-substantive changes which the Examiner will make in the interest of improved grammar, punctuation, and/or flow.

5. Any Finding of Fact deemed to be a Conclusion of Law is hereby adopted as such.

### DECISION

Based upon the preceding Findings of Fact and Conclusions of Law, and the testimony and evidence submitted at the open record hearing, the Examiner **APPROVES** the 223<sup>rd</sup> Avenue SE preliminary subdivision **SUBJECT TO THE ATTACHED CONDITIONS**.

Decision issued March 11, 2014.

  
\_\_\_\_\_  
John E. Galt  
Hearing Examiner

HEARING EXAMINER DECISION  
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**HEARING PARTICIPANTS <sup>7</sup>**  
(March 5, 2014, hearing)

Michael Reid  
Kathy Curry  
Kari Sand, unsworn counsel

Rob Garwood  
Tawni Dalziel  
Duana Koloušková, unsworn counsel

**NOTICE of RIGHT of RECONSIDERATION**

This Decision is final subject to the right of any party of record to file with the Examiner (in care of the City of Sammamish, ATTN: Lita Hachey, 801 228<sup>th</sup> Avenue SE, Sammamish, WA 98075) a written request for reconsideration within 10 calendar days following the issuance of this Decision in accordance with the procedures of SMC 20.10.260 and Hearing Examiner Rule of Procedure 504. Any request for reconsideration shall specify the error which forms the basis of the request. See SMC 20.10.260 and Hearing Examiner Rule of Procedure 504 for additional information and requirements regarding reconsideration.

A request for reconsideration is not a prerequisite to judicial review of this Decision. [SMC 20.10.260(3)]

**NOTICE of RIGHT of JUDICIAL REVIEW**

This Decision is final and conclusive subject to the right of review in Superior Court in accordance with the procedures of Chapter 36.70C RCW, the Land Use Petition Act. See Chapter 36.70C RCW and SMC 20.10.250 for additional information and requirements regarding judicial review.

The following statement is provided pursuant to RCW 36.70B.130: "Affected property owners may request a change in valuation for property tax purposes notwithstanding any program of revaluation."

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<sup>7</sup> The official Parties of Record register is maintained by the City's Hearing Clerk.

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**CONDITIONS OF APPROVAL**  
**223<sup>rd</sup> Avenue SE**  
**PLN2006-00039**

This Preliminary Subdivision is subject to compliance with all applicable provisions, requirements, and standards of the Sammamish Municipal Code, standards adopted pursuant thereto, and the following special conditions:

**General Conditions:**

1. Exhibit S-41 is the approved preliminary plat. Revisions to approved preliminary subdivisions are subject to the provisions of SMC 19A.12.040.
2. For the purpose of ensuring compliance with all conditions of approval and the standard requirements of the Sammamish Municipal Code (“SMC”), the Plator shall provide financial guarantees in conformance with SMC Chapter 27A and Interim Public Works Standards (“PWS”) Section 10.050(K). All improvements required pursuant to the PWS, SMC, or other applicable regulations, must be installed and approved, or bonded as specified for plats in SMC Chapter 19.60, Subdividing Procedure.
3. The existing, nonconforming driveway serving Proposed Lot 13 may remain in place and the existing side sewer easement may remain as long as the existing house on Proposed Lot 13 remains “as is.” A new application for a residential addition, or a demolition permit application, or a Boundary Line Adjustment (BLA) affecting Proposed Lot 13 or its improvements requires the following:
  - a. Remove existing driveway followed by restoration of soils and hydroseeding and planting of native trees at least four (4) feet in height at 20-foot intervals on center, located in the centerline of the abandoned driveway footprint and revise the access driveway for Proposed Lot 13 consistent with the 2013 Settlement Agreement. (Exhibit S-38.6, ¶¶ 3.a and 4)
  - b. Eliminate existing side sewer easement serving the existing house on Proposed Lot 13, and require the house on Proposed Lot 13 to provide sewer access to 223rd Avenue SE by means of the shared access driveway for Proposed Lots 12 and 13 consistent with the 2013 Settlement Agreement. (Exhibit S-38.6, ¶ 3.b)
  - c. Critical areas signage and fencing shall be installed consistent with Condition 18.b.6 herein.

This condition is not intended to limit or prevent the owner of Proposed Lot 13 from voluntarily removing the existing driveway, provided Conditions a. and b. above and Condition 18.b.6 herein shall be met.

HEARING EXAMINER DECISION

RE: PLN2006-00039 (223<sup>rd</sup> Avenue SE)

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4. Pursuant to SMC Chapter 19A.12, preliminary plat approval shall be null and void if any condition is not satisfied and the final plat is not recorded within the approval period of 84 months, provided the Plator may file for an extension as permitted by code.

**Prior to City acceptance of plat improvements:**

5. Revisions to the preliminary approved plat layout may be required to meet the requirements of applicable SMC, PWS, and stormwater codes during final engineering.
6. Consistent with the 2013 Settlement Agreement (Exhibit S-38.6), the City Engineer may approve revisions to the plat layout and public works improvements consistent with the vested-to PWS and the 1998 King County Surface Water Design Manual ("1998 KCSWDM").
7. The plat is vested to the 1998 KCSWDM. At site development permit, a full Technical Information Report is required and shall reflect proposed developed conditions, including new impervious surfaces, new pollution generating impervious surfaces, bypass, and wetland recharge. Calculations and design of the basic wet vault, detention vault using Level 2 flow control, and large sand filter vault shall be updated. Revisions to the layout of the preliminary approved plat plans may be required.
8. Install half-street frontage improvements (pavement widening, curb, gutter, planter strip, and sidewalk) consistent with local road standards on the west side (project side) of 223rd Avenue SE, starting at the northern plat property line and extending to the existing driveway of Proposed Lot 13, to include a tapered road transition consistent with American Association of State Highway and Transportation Officials ("AASHTO") Standards. Install a gravel 5-foot wide pedestrian path on the east side (*Laurel Hills* subdivision side) of 223<sup>rd</sup> Avenue SE, starting approximately opposite the existing driveway on Proposed Lot 13 and extending south to the extension of the southern plat property line. (2013 Settlement Agreement, Exhibit S-38.6, ¶¶ 1.b and 1.c)
9. Tract G shall be constructed as a private street consistent with PWS.15.090 serving Proposed Lots 5, 6, 10, and 11. "NO PARKING" fire lane striping shall be required on both sides of the street.
10. Joint use driveway standards are required consistent with PWS.15.170 serving Proposed Lots 3 and 4.
11. A hammerhead turnaround is required on Tract G meeting the 2009 International Fire Code.
12. A hammerhead turnaround is required in the joint use driveway meeting the 2009 International Fire Code if the joint use driveway serves as a fire access road. If the joint use driveway serves as a fire access road, "NO PARKING" fire lane striping shall be required on both sides of the driveway. The proposed temporary turnaround or hammerhead must be moved outside of the wetland buffer in order to avoid and reduce wetland buffer impacts, in particular to avoid removal of trees in this location.

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13. Travel lanes on 223<sup>rd</sup> Avenue SE created by frontage improvements shall meet AASHTO requirements for road transitions.
14. Drainage plans, Technical Information Reports, and analysis shall comply with the 1998 KCSWDM and the City of Sammamish Stormwater Management Comprehensive Plan.
15. Wetland and stream hydrology shall be maintained using King County Critical Areas Mitigation Guidelines Appendix A or approved equivalent method. Documentation shall be provided at final plat that demonstrates that the hydrologic function will be maintained for the on-site wetland, as well as for the associated off-site wetland areas. Any proposed dispersal trenches or point discharges shall be located outside of on-site wetland areas and on-site wetland buffer boundaries.
16. Any proposed dispersal trenches or point discharges shall be located outside of on-site wetland areas and on-site wetland buffer boundaries.
17. The Plator shall submit landscape drawings for the open space and the street right-of-way improvements.

**Prior to, or concurrent with, Phase 1 (Proposed Lot 13 and Tract A) recording:**

18. The Plator may phase the subdivision with Phase 1 comprised of Proposed Lot 13, Critical Area Tract A, and the 20 foot wide shared driveway for Proposed Lots 12 and 13, and Phase 2 comprised of Proposed Lots 1-12 and all other tracts. The following conditions shall be completed, inspected, and approved by the City prior to recording Proposed Lot 13, whether as a separate Phase 1 or as part of an un-phased total plat development:
  - a. A final wetland buffer averaging plan shall be supplied that is consistent with the January 13, 2014, site plan and the 2013 Settlement Agreement (Exhibit S-38.6). Proposed buffer averaging shall clearly reflect the existing 150-foot buffer boundary and the proposed averaged buffer boundary, and shall be depicted in a manner that is reproducible in black and white.
  - b. A final buffer averaging mitigation planting plan shall be supplied that is consistent with the January 13, 2014, site plan and the 2013 Settlement Agreement (Exhibit S-38.6) terms and includes a native planting plan, plant schedule, critical areas fencing and signage, soil restoration details, implementation details, performance standards, and monitoring and maintenance protocols. A bond quantity worksheet also shall be provided. The mitigation plan shall specifically describe and reflect the following 2013 Settlement Agreement terms:
    1. Native (at least 4 foot in height) tree plantings shall be installed in buffer enhancement areas at 20 feet on center density. (Exhibit S-38.6, ¶ 5.a)
    2. No understory vegetation (shrubs, groundcover) is required; existing grass shall be

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allowed to grow naturally without maintenance. (Exhibit S-38.6, ¶ 5.b)

3. Reduced performance standards including only 100% survival standard for all installed native trees for the duration of the monitoring period, with replanting as needed to meet this standard. No native cover, or invasive cover, performance standards are required. (Exhibit S-38.6, ¶ 5.c)
  4. Standard performance and maintenance and defect bonding requirements (the bond amounts are reduced due to decreased planting requirements and related installation costs, decreased performance standards and related maintenance costs, and decreased monitoring requirements). (Exhibit S-38.6, ¶ 5.d)
  5. Reduced monitoring requirements, specifically the mitigation project shall be monitored by a qualified biologist at as-built (Year 0), and at Years 1, 3, and 5, with release at Year 3 if the mitigation project meets performance standards during all preceding monitoring years (See SMC 21A.50.145(7)). (Exhibit S-38.6, ¶ 5.e)
  6. Install standard critical areas fencing with critical areas signage (3-rail fencing acceptable) along outer buffer boundary with usual maintenance obligations. A gap in the critical areas fencing will be allowed while the existing driveway remains. Consistent with General Condition 3, above, this critical areas fencing gap must be closed with additional fencing after the driveway is relocated. (Exhibit S-38.6, ¶ 5.f)
- c. Approval of the phase by Sammamish Plateau Water and Sewer District shall be required.
  - d. All improvements required by the Public Works Department shall be completed, inspected, and approved.
  - e. Approval of the phase by Eastside Fire and Rescue shall be required.

**Prior to, or concurrent with, Phase 2 (Proposed Lots 1 through 12) recording:**

19. The Plat or subsequent owner(s) shall comply with the 2006 Settlement Agreement and Addendum (Exhibit S-1.11) which contains provisions for payment of Street Impact Fees. As provided for in more detail therein and summarized here, at the time of preliminary plat approval a deposit shall be paid in an amount equal to twenty percent (20%) of the rate from the Settlement Agreement (\$12,500.00), less a credit for any previous deposits paid. At the time final plat, site development permit, or building permit is approved, a final payment shall be made equal to one hundred percent (100%) of the impact fee, less a credit for any deposits previously made.

Alternatively, a deposit amount equal to thirty percent (30%) of the impact fee at the time of final plat shall be made, and at building permit issuance, a final payment shall be made equal to one hundred percent (100%) of the impact fee less a credit for any previous payments made. If all

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building permits are not issued within two years or one hundred percent (100%) payment is not otherwise made, all remaining building permits shall be assessed impact fees based on the current rate in effect at the time of building permit issuance less a credit for any deposits paid.

20. The Platlor shall obtain the approval of the Fire Marshal certifying adequacy of the fire hydrant(s), water main(s), and fire flow to meet current codes.
21. Pursuant to Chapter 21A.105 SMC, fifty percent of the school impact fees for Proposed Lots 1-12 (the site has one existing residence), plus an administrative fee, shall be paid.
22. 30-feet along the plat frontage with 223<sup>rd</sup> Avenue SE shall be dedicated as public right-of-way to the City of Sammamish.
23. All open pond drainage tracts shall be dedicated to the City of Sammamish. Alternatively, the City of Sammamish shall receive an easement for inspection, maintenance, and repair of any stormwater vault located under an HOA-owned tract.
24. All new signs required in the public right-of-way must be installed by the City of Sammamish Public Works Department or at the direction of the City of Sammamish Traffic Engineer. (See Condition 25, below.) The Platlor shall pay for procurement and installation. Contractor shall contact the Public Works Inspector to initiate signage installation a minimum of 6 WEEKS PRIOR TO FINAL PLAT. Temporary street signs may be required for internal plat roads for emergency vehicle access. "NO PARKING" signs shall be installed prior to final plat. "NO PARKING" signs shall be required on all proposed street and private roads with clear widths of 28-feet or less. Street designation signs shall display street name or number. Address signs shall be installed at Proposed Tract G and on the joint use driveways.
25. Install a sign on the west side of 223<sup>rd</sup> Avenue SE for southbound drivers indicating "PUBLIC ROAD ENDS IN \_\_\_ FEET". The sign shall be located as directed and approved by the City Engineer or designee. The sign may not be required if, at the time of construction, the public road is extended and a turnaround is provided by other development.
26. Sensitive area signage and fencing shall be installed consistent with Condition 18, above.
27. The private street in Proposed Tract G shall be constructed. The final lift and pedestrian path may be bonded.
28. Joint use driveways shall be bonded for or constructed under the Site Development Permit.
29. All public and private stormwater facilities shall be constructed and in full operation. These facilities shall include the stormwater conveyance system, detention, water quality, and any required

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monitoring facilities. The conveyance system shall include all drainage structures, piping, ditching, curb, gutter, and road paving with the exception of the final lift of asphalt.

30. A performance bond shall be posted to the City for all required improvements that remain at the time of final plat, or 30% of the total improvements costs, whichever is greater. A bond quantities worksheet shall be provided by the applicant for City review and approval of performance bond amount. The restoration bond shall be released by the City following final plat approval.

**Conditions to appear on the face of the final plat (all phases; italicized text to appear verbatim):**

31. The Platter shall include a note regarding the payment of all street impact fees on the subject site consistent with the provisions of the City of Sammamish regulations and the 2006 Settlement Agreement and Addendum (Exhibit S-1.11).
32. *Maintenance of landscape strips along 223<sup>rd</sup> Avenue SE shall be the responsibility of the Homeowners Association. Under no circumstances shall the City bear any maintenance responsibilities for landscaping strips created by the plat.*
33. If the development includes an open water body stormwater pond: *Maintenance of landscaping strips along the pond perimeter other than the interior pond embankments shall be the responsibility of the Homeowners Association.*
34. *Metal products such as galvanized steel, copper, or zinc shall not be used in all building roofs, flashing, gutters, or downspouts unless they are treated to prevent metal leaching and sealed such that contact with storm water is prevented.*
35. *For any lots that contain or are adjacent to infiltration or dispersion trenches, these lots shall be graded such that top of trench is below bottom of foundation.*
36. *The house address system for this plat shall be \_\_\_\_\_ to \_\_\_\_\_ 223<sup>rd</sup> Avenue SE. Individual addresses will be assigned to the principal entrance of each residence or building at the time of building permit issuance.*
37. *Pursuant to Sammamish Municipal Code Chapter 13.15, a surface water system development charge shall be paid at the time of building permit issuance, for each new residential dwelling unit.*
38. *Lots 1-12 are subject to Park impact fees. (Lot numbers based upon Exhibit S-41. Adjust as necessary if lot numbers differ at final plat.)*
39. *Pursuant to Chapter 21A.105 SMC, fifty percent of the school impact fees have been paid at final plat. The remaining fifty percent of the school impact fees, plus an administrative fee, shall be paid prior to building permit issuance on Lots 1-12. (Lot numbers based upon Exhibit S-41. Adjust as necessary if lot numbers differ at final plat.)*

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40. Tracts A and B shall be shown as one critical area tract, Tract A. (Tract identification based upon Exhibit S-41. Adjust as necessary if tract identification differs at final plat.)
41. *Tracts A, C, and F shall be the property of the Homeowners Association.* (Tract identification based upon Exhibit S-41. Adjust as necessary if tract identification differs at final plat.)
42. *Pursuant to the 1998 KCSWDM, all building downspouts, footing drains, and drains from all impervious surfaces such as patios and driveways shall be connected to the permanent storm drain outlet via perforated tightline as shown on the approved Construction Drawing on file with the City of Sammamish. This plan shall be submitted with the application for any building permit. All connections of the drains shall be constructed and approved prior to final building inspection approval. For those lots that are designated for individual lot infiltration systems, the systems shall be designed and constructed as part of the building permit process and shall comply with the approved Construction Drawings on file with the City of Sammamish.*
43. The final plat shall show access to Proposed Lot 12 by means of a driveway of sufficient width (i.e., 20 feet) to allow for future shared access to Proposed Lots 12 and 13. The final plat shall contain language providing an easement for the benefit of Proposed Lot 13. (Exhibit S-38.6, 2013 Settlement Agreement, ¶ 4)
44. *LOT 13 DRIVEWAY LOCATION: The existing driveway may remain in place and the existing side sewer easement may remain as long as the existing house on Lot 13 remains "as is." A new application for a residential addition, a demolition permit application, or Boundary Line Adjustment (BLA) affecting Lot 13 or its improvements requires the following:*
  - a. *Remove existing driveway followed by restoration of soils and hydroseeding and planting of native trees at least four (4) feet in height at 20-foot intervals on center, located in the centerline of the abandoned driveway footprint and revise the access driveway for Lot 13 consistent with the 2013 Settlement Agreement. (Exhibit S-38.6, ¶¶ 3.a and 4)*
  - b. *Eliminate existing side sewer easement serving the existing house on lot 13, and require the house on Lot 13 to provide sewer access to 223rd Avenue SE by means of the shared access driveway for Lots 12 and 13. (Exhibit S-38.6, ¶¶ 3.a and 3.b)*

*This condition is not intended to limit or prevent the owner of Lot 13 from voluntarily removing the existing driveway, provided Conditions a and b, above, and the following are met:*

*Close the gap in critical area fencing (3-rail fencing acceptable) associated with the existing driveway that is being relocated. (Exhibit S-38.6, ¶ 5.f)*

(Lot numbers based upon Exhibit S-41. Adjust as necessary if lot numbers differ at final plat.)



<b>Compliance Matrix</b>			
Date Permit No. P002006-00039 Reviewer			
Comment No.	Hearing Examiner Condition	Response	City Response
<b>A. General Conditions:</b>			
1	Exhibit S-41 is the approved preliminary plat. Revisions to approved preliminary subdivisions are subject to the provisions of SM 19A.12.040.	noted	No changes made were subject to the provisions of SM 19A.12.040.
2	For the purpose of ensuring compliance with all conditions of approval and the standard requirements of the Sammamish Municipal Code (SM), the Plat or shall provide financial guarantees in conformance with SM Chapter 27A and Interim Public Works Standards (PWS) Section 10.050. All improvements required pursuant to the PWS, SM, or other applicable regulations, must be installed and approved, or bonded as specified for plats in SM Chapter 19.60, Subdividing Procedure.	noted	None.
3	The existing, nonconforming driveway serving Proposed Lot 13 may remain in place and the existing side sewer easement may remain as long as the existing house on Proposed Lot 13 remains as is. A new application for a residential addition, or a demolition permit application, or a boundary line Adjustment (A) affecting Proposed Lot 13 or its improvements requires the following:	noted	House was removed.
	a. Remove existing driveway followed by restoration of soils and hydroseeding and planting of native trees at least four feet in height at 20-foot intervals on center, located in the centerline of the abandoned driveway footprint and revise the access driveway for Proposed Lot 13 consistent with the 2013 Settlement Agreement. Exhibit S-38.6, 3.3.a and 4.	noted	None.

	b. Eliminate existing side sewer easement serving the existing house on Proposed Lot 13, and require the house on Proposed Lot 13 to provide sewer access to 223rd Avenue SE by means of the shared access driveway for Proposed Lots 12 and 13 consistent with the 2013 Settlement Agreement. (Exhibit S-38.6, 3.b)	noted	is as done.
	c. Critical areas signage and fencing shall be installed consistent with Condition 18.b.6 herein.	noted	one.
	This condition is not intended to limit or prevent the owner of Proposed Lot 13 from voluntarily removing the existing driveway, provided conditions a. and b. above and Condition 18.b.6 herein shall be met.	noted	one.
4	Pursuant to SM Chapter 19A.12, preliminary plat approval shall be null and void if any condition is not satisfied and the final plat is not recorded within the approval period of 84 months, provided the Platter may file for an extension as permitted by code.	noted	compliant.
<b>B. Prior to City acceptance of plat improvements:</b>			
5	Revisions to the preliminary approved plat layout may be required to meet the requirements of applicable SM, PWS, and stormwater codes during final engineering.	noted	No such revisions were required.
6	Consistent with the 2013 Settlement Agreement (Exhibit S-38.6), the City Engineer may approve revisions to the plat layout and public works improvements consistent with the vested-to PWS and the 1998 King County Surface Water Design Manual (1998 SWDM)	noted	is as done.
7	The plat is vested to the 1998 SWDM. At site development permit, a full Technical Information Report is required and shall reflect proposed developed conditions, including new impervious surfaces, new pollution generating impervious surfaces, bypass, and wetland recharge. Calculations and design of the basic wet vault, detention vault using Level 2 flow control, and large sand filter vault shall be updated. Revisions to the layout of the preliminary approved plat plans may be required.	IR was provided for the S/P	is as done.

8	<p>Install final street frontage improvements (pavement widening, curb, gutter, planter strip, and sidewalk) consistent with local road standards on the west side (project side) of 223rd Avenue SE, starting at the northern plat property line and extending to the existing driveway of Proposed Lot 13, to include a tapered road transition consistent with American Association of State Highway and Transportation Officials (AASHTO) Standards. Install a gravel 5-foot wide pedestrian path on the east side (Laurel Hills subdivision side) of 223rd Avenue SE, starting approximately opposite the existing driveway on Proposed Lot 13 and extending south to the extension of the southern plat property line. 2013 Settlement Agreement, Exhibit S-38.6, 1.b and 1.c</p>	<p>as soon on approved civil engineering plans</p>	<p>one.</p>
9	<p>Tract G shall be constructed as a private street consistent with PWS.15.090 serving Proposed Lots 5, 6, 10, and 11. NO PARALLEL fire lane striping shall be required on both sides of the street.</p>	<p>as soon on approved civil engineering plans "no tract"</p>	<p>"No Parking" signs were installed, this condition has been met.</p>
10	<p>Joint use driveway standards are required consistent with PWS.15.170 serving Proposed Lots 3 and 4.</p>	<p>the plat does not have a joint use driveway</p>	<p>compliant.</p>
11	<p>A hammerhead turnaround is required on Tract G meeting the 2009 International Fire Code.</p>	<p>as soon on approved civil engineering plans</p>	<p>one, and is applicable to Tracts A and B no, as they are the private roads requiring a hammerhead.</p>
12	<p>A hammerhead turnaround is required in the joint use driveway meeting the 2009 International Fire Code if the joint use driveway serves as a fire access road. If the joint use driveway serves as a fire access road, NO PARALLEL fire lane striping shall be required on both sides of the driveway. The proposed temporary turnaround or hammerhead must be moved outside of the wetland buffer in order to avoid and reduce wetland buffer impacts, in particular to avoid removal of trees in this location.</p>	<p>not applicable with updated access configuration</p>	<p>not applicable, as the joint use driveway was changed to a private road. See condition 11 for specifics.</p>
13	<p>Gravel lanes on 223rd Avenue SE created by frontage improvements shall meet AASHTO requirements for road transitions.</p>	<p>the travel lanes meet the requirements as soon on the approved plans</p>	<p>one.</p>

14	<p>Drainage plans, Technical Information Reports, and analysis shall comply with the 1998 SWM and the City of Sammamish Stormwater Management Comprehensive Plan.</p>	<p>the plans, IR and analysis comply</p>	<p>One.</p>
15	<p>Wetland and stream hydrology shall be maintained using King County Critical Areas Mitigation Guidelines Appendix A or approved equivalent method. Documentation shall be provided at final plat that demonstrates that the hydrologic function will be maintained for the on-site wetland, as well as for the associated off-site wetland areas. Any proposed dispersal trenches or point discharges shall be located outside of on-site wetland areas and on-site wetland buffer boundaries.</p>	<p>A wetland recharge analysis was performed following the guidelines in Volume 1, Appendix of the 2012 OE Manual. To maintain the existing hydrology the existing off-site area to the west will be captured in a perforated pipe and discharged through the wall on the south sides of lots 12 and 13 into the wetland buffer. The backyards of lots 12 and 13 will also discharge to the wetland buffer via a perforated pipe to maintain the existing wetland hydrology.</p>	<p>One.</p>
16	<p>Any proposed dispersal trenches or point discharges shall be located outside of on-site wetland areas and on-site wetland buffer boundaries.</p>	<p>The perforated pipe connections are discharging to the wetland buffer at the edge of the wetland buffer.</p>	<p>One.</p>
17	<p>The Plator shall submit landscape drawings for the open space and the street right-of-way improvements.</p>	<p>the landscape plans will be submitted</p>	<p>One.</p>
<p><b>Prior to, or concurrent with, Phase 1 (Proposed Lot 13 and Tract A) recording:</b></p>			
18	<p>The Plator may phase the subdivision with Phase 1 comprised of Proposed Lot 13, Critical Area Tract A, and the 20 foot wide shared driveway for Proposed Lots 12 and 13, and Phase 2 comprised of Proposed Lots 1-12 and all other tracts. The following conditions shall be completed, inspected, and approved by the City prior to recording Proposed Lot 13, either as a separate Phase 1 or as part of an un-phased total plat development.</p>	<p>There are no plans to phase the development.</p>	<p>Correct. Project was not phased, other than having an early clear and grade permit ahead of the site development permit.</p>

	<p>a. A final wetland buffer averaging plan shall be supplied that is consistent with the January 13, 2014, site plan and the 2013 Settlement Agreement (Exhibit S-38.6). Proposed buffer averaging shall clearly reflect the existing 150-foot buffer boundary and the proposed averaged buffer boundary, and shall be depicted in a manner that is reproducible in black and white.</p>	<p>Sheet 1.03 of the approved SOP plans show the 150-foot and proposed buffer averaging that matches that can be depicted in black and white.</p>	<p>It matches the requirement noted in the condition.</p>
	<p>b. A final buffer averaging mitigation planting plan shall be supplied that is consistent with the January 13, 2014, site plan and the 2013 Settlement Agreement (Exhibit S-38.6) terms and includes a native planting plan, plant schedule, critical areas fencing and signage, soil restoration details, implementation details, performance standards, and monitoring and maintenance protocols. A bond quantity for sheet also shall be provided. The mitigation plan shall specifically describe and reflect the following 2013 Settlement Agreement terms:</p>	<p>A mitigation plan and a maintenance plan completed by Raedee Associates was approved under G2015-01309.</p>	<p>Acknowledged.</p>
	<p>1. Native at least 4 foot in height tree plantings shall be installed in buffer enhancement areas at 20 feet on center density. (Exhibit S-38.6, 5.a)</p>	<p>Noted in mitigation plans.</p>	<p>Acknowledged.</p>
	<p>2. No understory vegetation shrubs, groundcover is required existing grass shall be allowed to grow naturally without maintenance. (Exhibit S-38.6, 5.b)</p>	<p>Noted in mitigation plans.</p>	<p>Acknowledged.</p>
	<p>3. Reduced performance standards including only 100% survival standard for all installed native trees for the duration of the monitoring period, without replanting as needed to meet this standard. No native cover, or invasive cover, performance standards are required. (Exhibit S-38.6, 5.c)</p>	<p>Noted in mitigation plans.</p>	<p>Acknowledged.</p>
	<p>4. Standard performance and maintenance and defect bonding requirements the bond amounts are reduced due to decreased planting requirements and related installation costs, decreased performance standards and related maintenance costs, and decreased monitoring requirements (Exhibit S-38.6, 5.d)</p>	<p>Mitigation bonding was submitted and approved with G2015-01309.</p>	<p>Complete.</p>

	<p>5. Reduced monitoring requirements, specifically the mitigation project shall be monitored by a qualified biologist at as-built Year 0, and at Years 1, 3, and 5, with release at Year 3 if the mitigation project meets performance standards during all preceding monitoring years (See SM 21A.50.1457 and Exhibit S-38.6, 5.e)</p>	<p>Noted in mitigation plans.</p>	<p>Acknowledged.</p>
	<p>6. Install standard critical areas fencing with critical areas signage (3-rail fencing acceptable) along outer buffer boundary with usual maintenance obligations. A gap in the critical areas fencing will be allowed while the existing driveway remains. Consistent with General Condition 3, above, this critical areas fencing gap must be closed with additional fencing after the driveway is relocated. (Exhibit S-38.6, 5.)</p>	<p>Sheet 2.01 of the approved SOP plans show the critical area fencing and signage on the buffer boundary.</p>	<p>Done.</p>
	<p>c. Approval of the phase by Sammamish Plateau Water and Sewer District shall be required.</p>	<p>Water and Sewer plans were approved by Sammamish Plateau Water in October 2015</p>	<p>Done.</p>
	<p>d. All improvements required by the Public Works Department shall be completed, inspected, and approved.</p>	<p>Noted</p>	<p>Done.</p>
	<p>e. Approval of the phase by Eastside Fire and Rescue shall be required.</p>	<p>Approval from Eastside Fire and Rescue was given with the SOP</p>	<p>Done.</p>

**Prior to, or concurrent with, Phase 2 (Proposed Lots 1 through 12) recording:**

<p>19</p>	<p>The Plator or subsequent owner(s) shall comply with the 2006 Settlement Agreement and Addendum Exhibit S-1.11 which contains provisions for payment of Street Impact Fees. As provided for in more detail therein and summarized here, at the time of preliminary plat approval a deposit shall be paid in an amount equal to twenty percent (20%) of the rate from the Settlement Agreement (\$12,500.00) less a credit for any previous deposits paid. At the time final plat, site development permit, or building permit is approved, a final payment shall be made equal to one hundred percent (100%) of the impact fee, less a credit for any deposits previously made. Alternatively, a deposit amount equal to thirty percent (30%) of the impact fee at the time of final plat shall be made, and at building permit issuance, a final payment shall be made equal to one hundred percent (100%) of the impact fee less a credit for any previous payments made. If all building permits are not issued within two years or one hundred percent (100%) payment is not otherwise made, all remaining building permits shall be assessed impact fees based on the current rate in effect at the time of building permit issuance less a credit for any deposits paid.</p>	<p>30% impact fee will be paid at final plat submittal</p>	<p>one.</p>
<p>20</p>	<p>The Plator shall obtain the approval of the Fire Marshal certifying adequacy of the fire hydrants, water mains, and fire flow to meet current codes.</p>	<p>Fire hydrants were approved 4/21/15 per the Fire Hydrant location sheet 1 of 1 dated 3/25/15 received via email on 6/8/15</p>	<p>one.</p>
<p>21</p>	<p>Pursuant to Chapter 21A.105 SM, fifty percent of the school impact fees for Proposed Lots 1-12 the site (as one existing residence) plus an administrative fee, shall be paid.</p>	<p>the fee will be paid</p>	<p>one.</p>
<p>22</p>	<p>30-feet along the plat frontage with 223rd Avenue SE shall be dedicated as public right-of-way to the City of Sammamish.</p>	<p>30 feet of ROW is shown as being dedicated on the final plat</p>	<p>one.</p>
<p>23</p>	<p>All open pond drainage tracts shall be dedicated to the City of Sammamish. Alternatively, the City of Sammamish shall receive an easement for inspection, maintenance, and repair of any stormwater vault located under an unimproved tract.</p>	<p>tract is being dedicated to the City</p>	<p>one.</p>

<p>24</p>	<p>All new signs required in the public right-of-way must be installed by the City of Sammamish Public Works Department or at the direction of the City of Sammamish Traffic Engineer. See Condition 25, below. The Plator shall pay for procurement and installation. Contractor shall contact the Public Works Inspector to initiate signage installation a minimum of 6 WEEKS PRIOR TO FINAL P.A. Temporary street signs may be required for internal plat roads for emergency vehicle access. NO PARALLEL signs shall be installed prior to final plat. NO PARALLEL signs shall be required on all proposed street and private roads with clear widths of 28-feet or less. Street designation signs shall display street name or number. Address signs shall be installed at Proposed Tract G and on the joint use driveways.</p>	<p>The signs will be ordered 6-weeks before final plat approval. No parking signs will be installed as part of the condition</p>	<p>None.</p>
<p>25</p>	<p>Install a sign on the west side of 223rd Avenue SE for southbound drivers indicating "PROPOSED ROAD EXISTING WITH FUTURE" the sign shall be located as directed and approved by the City Engineer or designee. The sign may not be required if at the time of construction, the public road is extended and a turnaround is provided by other development.</p>	<p>Condition is pending based on time frame of south development. Reconsidered the sign will be installed.</p>	<p>None.</p>
<p>26</p>	<p>Sensitive area signage and fencing shall be installed consistent with Condition 18, above.</p>	<p>signage and fencing will be installed</p>	<p>None.</p>
<p>27</p>	<p>The private street in Proposed Tract G shall be constructed. The final lot and pedestrian path may be bonded.</p>	<p>updated from Tract G to tracts A and B</p>	<p>None.</p>
<p>28</p>	<p>Joint use driveways shall be bonded for or constructed under the Site Development Permit.</p>	<p>the access tract will be constructed or bonded for</p>	<p>Not applicable anymore.</p>
<p>29</p>	<p>All public and private stormwater facilities shall be constructed and in full operation. These facilities shall include the stormwater conveyance system, detention, water quality, and any required monitoring facilities. The conveyance system shall include all drainage structures, piping, ditching, curb, gutter, and road paving with the exception of the final lot asphalt.</p>	<p>At the time of final plat submittal, the stormwater facilities are in full operation</p>	<p>None.</p>

30	A performance bond shall be posted to the City for all required improvements that remain at the time of final plat, or 30% of the total improvements costs, whichever is greater. A bond quantities or sheets shall be provided by the applicant for City review and approval of performance bond amount. The restoration bond shall be released by the City following final plat approval.	the performance bond has been posted	one.
<b>Conditions to appear on the face of the final plat (all phases; italicized text to appear verbatim):</b>			
31	The Plator shall include a note regarding the payment of all street impact fees on the subject site consistent with the provisions of the City of Sammamish regulations and the 2006 Settlement Agreement and Addendum Exhibit S-1.11.	note is shown on the final plat	one.
32	<i>Maintenance of landscape strips along 223rd Avenue SE shall be the responsibility of the Homeowners Association. Under no circumstances shall the City bear any maintenance responsibilities for landscaping strips created by the plat.</i>	note is shown on the final plat	one.
33	If the development includes an open water body stormwater pond <i>Maintenance of landscaping strips along the pond perimeter other than the interior pond embankments shall be the responsibility of the Homeowners Association.</i>	note is shown on the final plat	one.
34	<i>Metal products such as galvanized steel, copper, or zinc shall not be used in all building roofs, flashing, gutters, or downspouts unless they are treated to prevent metal leaching and sealed such that contact with storm water is prevented.</i>	note is shown on the final plat	one.
35	<i>For any lots that contain or are adjacent to infiltration or dispersion trenches, these lots shall be graded such that top of trench is below bottom of foundation.</i>	note is shown on the final plat	one.
36	<i>The house address system for this plat shall be _____ to _____ 223rd Avenue SE. Individual addresses will be assigned to the principal entrance of each residence or building at the time of building permit issuance.</i>	note is shown on the final plat	one.

37	<i>Pursuant to Sammamish Municipal Code Chapter 13.15, a surface water system development charge shall be paid at the time of building permit issuance, for each new residential dwelling unit.</i>	note is shown on the final plat	one.
38	<i>Lots 1-12 are subject to Park impact fees. Lot numbers based upon Exhibit S-41. Adjust as necessary if lot numbers differ at final plat.</i>	note is shown on the final plat	one.
39	<i>Pursuant to Chapter 21A.105 SMC, fifty percent of the school impact fees have been paid at final plat. The remaining fifty percent of the school impact fees, plus an administrative fee, shall be paid prior to building permit issuance on Lots 1-12. Lot numbers based upon Exhibit S 41. Adjust as necessary if lot numbers differ at final plat.</i>	note is shown on the final plat	one.
40	<i>Tracts A and B shall be shown as one critical area tract, Tract A. Tract identification based upon Exhibit S-41. Adjust as necessary if tract identification differs at final plat.</i>	one tract	one.
41	<i>Tracts A, C, and F shall be the property of the Homeowners Association. Tract identification based upon Exhibit S-41. Adjust as necessary if tract identification differs at final plat.</i>	Tracts A, B, C and E will be in private ownership	one.
42	<i>Pursuant to the 1998 KCSWDM, all building downspouts, footing drains, and drains from all impervious surfaces such as patios and driveways shall be connected to the permanent storm drain outlet via perforated tightline as shown on the approved Construction Drawing on file with the City of Sammamish. This plan shall be submitted with the application for any building permit. All connections of the drains shall be constructed and approved prior to final building inspection approval. For those lots that are designated for individual lot infiltration systems, the systems shall be designed and constructed as part of the building permit process and shall comply with the approved Construction Drawings on file with the City of Sammamish.</i>	note is shown on the final plat	one.

43	<p>The final plat shall show access to Proposed Lot 12 by means of a driveway of sufficient width i.e., 20 feet to allow for future shared access to Proposed Lots 12 and 13. The final plat shall contain language providing an easement for the benefit of Proposed Lot 13. Exhibit S-38.6, 2013 Settlement Agreement, ¶4</p>	<p>The easement is provided on the final plat</p>	<p>one.</p>
44	<p><i>LOT 13 DRIVEWAY LOCATION: The existing driveway may remain in place and the existing side sewer easement may remain as long as the existing house on Lot 13 remains "as is." A new application for a residential addition, a demolition permit application, or Boundary Line Adjustment (BLA) affecting Lot 13 or its improvements requires the following:</i></p>	<p>note is shown on the final plat</p>	<p>one.</p>
	<p><i>a. Remove existing driveway followed by restoration of soils and hydroseeding and planting of native trees at least four (4) feet in height at 20-foot intervals on center, located in the centerline of the abandoned driveway footprint and revise the access driveway for Lot 13 consistent with the 2013 Settlement Agreement. (Exhibit S-38.6, ¶¶ 3.a and 4)</i></p>	<p>note is shown on the final plat</p>	<p>one.</p>
	<p><i>b. Eliminate existing side sewer easement serving the existing house on lot 13, and require the house on Lot 13 to provide sewer access to 223rd Avenue SE by means of the shared access driveway for Lots 12 and 13. (Exhibit S-38.6, ¶¶ 3.a and 3.b)</i></p>	<p>note is shown on the final plat</p>	<p>one.</p>
	<p><i>This condition is not intended to limit or prevent the owner of Lot 13 from voluntarily removing the existing driveway, provided Conditions a and b, above, and the following are met:</i></p>	<p>note is shown on the final plat</p>	<p>one.</p>
	<p><i>Close the gap in critical area fencing (3-rail fencing acceptable) associated with the existing driveway that is being relocated. (Exhibit S-38.6, ¶ 5.f)</i></p>	<p>note is shown on the final plat</p>	<p>one.</p>
	<p>Lot numbers based upon Exhibit S-41. Adjust as necessary if lot numbers differ at final plat.</p>	<p>adjusted lots and tracts</p>	<p>one.</p>



# LAUREL PARK

A PORTION OF THE NW 1/4, OF THE SE 1/4,  
SECTION 9, TOWNSHIP 24 NORTH, RANGE 6 EAST, W.M.  
CITY OF SAMMAMISH, KING COUNTY, WASHINGTON

### LEGAL DESCRIPTION

THE WEST HALF OF THE SOUTHEAST QUARTER OF THE NORTHWEST QUARTER OF THE SOUTHEAST QUARTER OF SECTION 9, TOWNSHIP 24 NORTH, RANGE 6 EAST, W.M., IN KING COUNTY, WASHINGTON.  
SITUATE IN THE CITY OF SAMMAMISH, COUNTY OF KING, STATE OF WASHINGTON.

### BASIS OF BEARINGS

NAD83/91 US STATE PLANE WASHINGTON NORTH ZONE 4601 PER THE PLAT OF LAUREL HILLS DIV. II & III, RECORDED IN VOLUME 256 OF PLATS, PAGES 086-092, UNDER RECORDING NO. 20110211000165.

### REFERENCES

1. PLAT OF LAUREL HILLS DIV. II & III, RECORDED IN VOLUME 256 OF PLATS, PAGES 086-092, UNDER RECORDING NO. 20110211000165.

### DEDICATION

KNOW ALL PEOPLE BY THESE PRESENTS THAT WE, THE UNDERSIGNED OWNERS OF INTEREST IN THE LAND HEREBY SUBDIVIDED, HEREBY DECLARE THIS PLAT TO BE THE GRAPHIC REPRESENTATION OF THE SUBDIVISION MADE HEREBY, AND DO HEREBY DEDICATE TO THE USE OF THE PUBLIC FOREVER ALL STREETS AND AVENUES NOT SHOWN AS PRIVATE HEREON AND DEDICATE THE USE THEREOF FOR ALL PUBLIC PURPOSES NOT INCONSISTENT WITH THE USE THEREOF FOR PUBLIC HIGHWAY PURPOSES, AND ALSO THE RIGHT TO MAKE ALL NECESSARY SLOPES FOR CUTS AND FILLS UPON THE LOTS AND TRACTS SHOWN THEREON IN THE ORIGINAL REASONABLE GRADING OF SAID STREETS AND AVENUES, AND FURTHER DEDICATE TO THE USE OF THE PUBLIC ALL THE EASEMENTS AND TRACTS SHOWN ON THIS PLAT FOR ALL PUBLIC PURPOSES AS INDICATED THEREON, INCLUDING BUT NOT LIMITED TO PARKS, OPEN SPACE, UTILITIES AND DRAINAGE UNLESS SUCH EASEMENTS OR TRACTS ARE SPECIFICALLY IDENTIFIED ON THIS PLAT AS BEING DEDICATED OR CONVEYED TO A PERSON OR ENTITY OTHER THAN THE PUBLIC, IN WHICH CASE WE DO HEREBY DEDICATE SUCH STREETS, EASEMENTS, OR TRACTS TO THE PERSON OR ENTITY IDENTIFIED AND FOR THE PURPOSE STATED.

FURTHER, THE UNDERSIGNED OWNERS OF THE LAND HEREBY SUBDIVIDED, WAIVE FOR THEMSELVES, THEIR HEIRS AND ASSIGNS AND ANY PERSON OR ENTITY DERIVING TITLE FROM THE UNDERSIGNED, ANY AND ALL CLAIMS FOR DAMAGES AGAINST THE CITY OF SAMMAMISH, ITS SUCCESSORS AND ASSIGNS WHICH MAY BE OCCASIONED BY THE ESTABLISHMENT, CONSTRUCTION, OR MAINTENANCE OF ROADS AND/OR DRAINAGE SYSTEMS WITHIN THIS SUBDIVISION OTHER THAN CLAIMS RESULTING FROM INADEQUATE MAINTENANCE BY THE CITY OF SAMMAMISH.

FURTHER, THE UNDERSIGNED OWNERS OF THE LAND HEREBY SUBDIVIDED, AGREE FOR THEMSELVES, THEIR HEIRS AND ASSIGNS TO INDEMNIFY AND HOLD THE CITY OF SAMMAMISH, ITS SUCCESSORS AND ASSIGNS, HARMLESS FROM ANY DAMAGE, INCLUDING ANY COSTS OF DEFENSE CLAIMED BY PERSONS WITHIN OR WITHOUT THIS SUBDIVISION TO HAVE BEEN CAUSED BY ALTERATIONS OF THE GROUND SURFACE, VEGETATION, DRAINAGE, OR SURFACE OR SUB-SURFACE WATER FLOWS WITHIN THIS SUBDIVISION OR BY ESTABLISHMENT, CONSTRUCTION OR MAINTENANCE OF THE ROADS WITHIN THIS SUBDIVISION. PROVIDED, THIS WAIVER AND INDEMNIFICATION SHALL NOT BE CONSTRUED AS RELEASING THE CITY OF SAMMAMISH, ITS SUCCESSORS OR ASSIGNS, FROM LIABILITY FOR DAMAGES, INCLUDING THE COST OF DEFENSE, RESULTING IN WHOLE OR IN PART FROM THE NEGLIGENCE OF THE CITY OF SAMMAMISH, ITS SUCCESSORS OR ASSIGNS.

THIS SUBDIVISION, DEDICATION, WAIVER OF CLAIMS AND AGREEMENT TO HOLD HARMLESS IS MADE WITH THE FREE CONSENT AND IN ACCORDANCE WITH THE DESIRES OF SAID OWNERS.

IN WITNESS WHEREOF, WE HAVE SET OUR HANDS AND SEALS, THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_.

D.D. KLINE, INC.,  
A WASHINGTON CORPORATION

BY: [Signature]

ITS: Pres.  
[Signature]  
DONALD KLINE

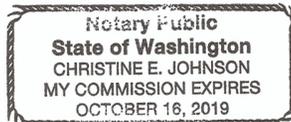
[Signature]  
JANICE KLINE

### ACKNOWLEDGEMENTS

STATE OF WASHINGTON )  
                                  ) ss.  
COUNTY OF King )

I CERTIFY THAT I KNOW OR HAVE SATISFACTORY EVIDENCE THAT Dave Kline IS THE PERSON WHO APPEARED BEFORE ME AND SAID PERSON ACKNOWLEDGED THAT (S)HE SIGNED THIS INSTRUMENT, ON OATH STATED (S)HE WAS AUTHORIZED TO EXECUTE THE INSTRUMENT AND ACKNOWLEDGED IT AS THE President OF D.D. KLINE, INC., A WASHINGTON CORPORATION TO BE THE FREE AND VOLUNTARY ACT OF SUCH PARTY FOR THE USES AND PURPOSES MENTIONED IN THE INSTRUMENT.

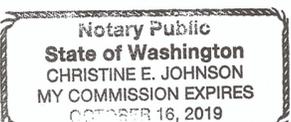
DATED THIS 9/16/2016  
SIGNATURE [Signature]  
TITLE Notary  
MY APPOINTMENT EXPIRES 10/16/19



STATE OF WASHINGTON )  
                                  ) ss.  
COUNTY OF King )

I CERTIFY THAT I KNOW OR HAVE SATISFACTORY EVIDENCE THAT DONALD KLINE IS THE PERSON WHO APPEARED BEFORE ME AND SAID PERSON ACKNOWLEDGED THAT (HE, SHE, THEY) SIGNED THIS INSTRUMENT AND ACKNOWLEDGED IT TO BE (HIS/HER/THEIR) FREE AND VOLUNTARY ACT FOR THE USES AND PURPOSES MENTIONED IN THE INSTRUMENT.

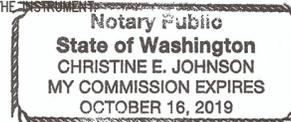
DATED THIS 9/16/2016  
SIGNATURE [Signature]  
TITLE Notary  
MY APPOINTMENT EXPIRES 10/16/19



STATE OF WASHINGTON )  
                                  ) ss.  
COUNTY OF King )

I CERTIFY THAT I KNOW OR HAVE SATISFACTORY EVIDENCE THAT JANICE KLINE IS THE PERSON WHO APPEARED BEFORE ME AND SAID PERSON ACKNOWLEDGED THAT (HE, SHE, THEY) SIGNED THIS INSTRUMENT AND ACKNOWLEDGED IT TO BE (HIS/HER/THEIR) FREE AND VOLUNTARY ACT FOR THE USES AND PURPOSES MENTIONED IN THE INSTRUMENT.

DATED THIS 9/16/2016  
SIGNATURE [Signature]  
TITLE Notary  
MY APPOINTMENT EXPIRES 10/16/19



### APPROVALS

EXAMINED AND APPROVED PER S.M.C. 19A.16 THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 20\_\_\_\_.

\_\_\_\_\_  
DIRECTOR OF COMMUNITY DEVELOPMENT  
CITY OF SAMMAMISH

\_\_\_\_\_  
CITY ENGINEER  
CITY OF SAMMAMISH

\_\_\_\_\_  
MAYOR  
CITY OF SAMMAMISH

### KING COUNTY DEPARTMENT OF ASSESSMENTS

EXAMINED AND APPROVED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 20\_\_\_\_.

\_\_\_\_\_  
KING COUNTY ASSESSOR

\_\_\_\_\_  
DEPUTY KING COUNTY ASSESSOR

KING COUNTY TAX ACCOUNT NUMBERS: 092406-9169

### KING COUNTY FINANCE DIRECTOR'S CERTIFICATE

I HEREBY CERTIFY THAT ALL PROPERTY TAXES ARE PAID, THAT THERE ARE NO DELINQUENT SPECIAL ASSESSMENTS CERTIFIED TO THIS OFFICE FOR COLLECTION AND THAT ALL SPECIAL ASSESSMENTS CERTIFIED TO THIS OFFICE FOR COLLECTION ON ANY OF THE PROPERTY HEREIN CONTAINED, DEDICATED AS STREETS, ALLEYS OR FOR ANY OTHER PUBLIC USE ARE PAID IN FULL THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 20\_\_\_\_.

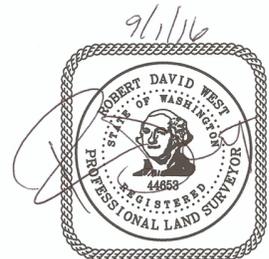
\_\_\_\_\_  
MANAGER, KING COUNTY OFFICE OF FINANCE

\_\_\_\_\_  
DEPUTY

### LAND SURVEYOR'S CERTIFICATE

I HEREBY CERTIFY THAT THIS FINAL PLAT OF LAUREL PARK CORRECTLY REPRESENTS IS BASED UPON AN ACTUAL SURVEY AND SUBDIVISION OF SECTION 9, TOWNSHIP 24 NORTH, RANGE 6 EAST, W.M., THAT THE COURSES AND DISTANCES ARE SHOWN CORRECTLY, THAT THE MONUMENTS WILL BE SET AND THE LOT CORNERS STAKED CORRECTLY ON THE GROUND FOLLOWING THE COMPLETION OF CONSTRUCTION OF THE SITE IMPROVEMENTS AND THAT I HAVE FULLY COMPLIED WITH THE PROVISION OF THE PLATTING REGULATIONS.

[Signature]  
ROBERT D. WEST  
PROFESSIONAL LAND SURVEYOR  
CERTIFICATE NO. 44653



### RECORDING CERTIFICATE

FILED FOR RECORD THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 2016 AT \_\_\_\_\_ M IN BOOK \_\_\_\_\_ OF PLATS

AT PAGE \_\_\_\_\_ AT THE REQUEST OF \_\_\_\_\_

\_\_\_\_\_  
MANAGER OF RECORDS

# LAUREL PARK

A PORTION OF THE NW 1/4, OF THE SE 1/4,  
SECTION 9, TOWNSHIP 24 NORTH, RANGE 6 EAST, W.M.  
CITY OF SAMMAMISH, KING COUNTY, WASHINGTON

## RESTRICTIONS OF RECORD

- THIS SITE IS SUBJECT TO A NOTICE OF TAP OR CONNECTION CHARGES WHICH HAVE BEEN OR WILL BE DUE IN CONNECTION WITH DEVELOPMENT OR RE-DEVELOPMENT OF THE LAND AS DISCLOSED BY INSTRUMENT RECORDED UNDER RECORDING NOS.: 9011150805, 9307301617, 9811051363, 9901150609, 20040414002865, 20041201000040, 20060126001770, 20110106000751, 20110106000800, 20110106000801, 20110106000802, 20130917002142, 20130917002143, 20130917002144, 20130917002145, 20141201000778, 20141201000780, 20150824000615, 20150824000616 AND 20150824000617. INQUIRIES REGARDING THE SPECIFIC AMOUNT OF THE CHARGES SHOULD BE MADE TO THE SAMMAMISH PLATEAU WATER AND SEWER DISTRICT
- THIS SITE IS SUBJECT TO AN EASEMENT FOR THE PURPOSE OF INGRESS, EGRESS AND UTILITIES AS DISCLOSED BY INSTRUMENT RECORDED UNDER RECORDING NO. 5960578, AND IS SHOWN HEREON.
- THIS SITE IS SUBJECT TO AN EASEMENT AND THE TERMS AND CONDITIONS THEREOF FOR THE PURPOSE OF INGRESS, EGRESS AND UTILITIES AS DISCLOSED BY INSTRUMENT RECORDED UNDER RECORDING NO. 6357710, AND IS SHOWN HEREON.
- THIS SITE IS SUBJECT TO AN EASEMENT GRANTED TO KING COUNTY WATER DISTRICT NO. 82 AND FOR THE PURPOSE OF MAINTAINING SANITARY SEWER FACILITIES AS DISCLOSED BY INSTRUMENT RECORDED UNDER RECORDING NO. 7203280620, AND IS SHOWN HEREON.
- THIS SITE IS SUBJECT TO THE TERMS AND CONDITIONS CONTAINED IN A JOINT USE AND MUTUAL MAINTENANCE AGREEMENT AS DISCLOSED BY INSTRUMENT RECORDED UNDER RECORDING NO. 8410290355. INSUFFICIENT INFORMATION IN SAID INSTRUMENT TO ACCURATELY PLOT.
- THIS SITE IS SUBJECT TO THE TERMS AND CONDITIONS CONTAINED IN A JOINT USE AND MUTUAL MAINTENANCE AGREEMENT AS DISCLOSED BY INSTRUMENT RECORDED UNDER RECORDING NO. 951150547. INSUFFICIENT INFORMATION IN SAID INSTRUMENT TO ACCURATELY PLOT.
- THIS SITE IS SUBJECT TO THE TERMS AND CONDITIONS CONTAINED IN A WATER AND SEWER IMPROVEMENTS AGREEMENT AS DISCLOSED BY INSTRUMENT RECORDED UNDER RECORDING NO. 20080613002237. INSUFFICIENT INFORMATION IN SAID INSTRUMENT TO ACCURATELY PLOT.
- THIS SITE IS SUBJECT TO THE TERMS AND CONDITIONS CONTAINED IN AN EASEMENT GRANTED TO THE SAMMAMISH PLATEAU WATER AND SEWER DISTRICT, A MUNICIPAL CORPORATION FOR MAINTENANCE OF WATER LINES AS DISCLOSED BY INSTRUMENT RECORDED UNDER RECORDING NO. 20110607000550, AND IS SHOWN HEREON.
- THIS SITE IS SUBJECT TO THE TERMS AND CONDITIONS OF AN EASEMENT FOR UTILITY SYSTEMS GRANTED TO PUGET SOUND ENERGY, INC AS DISCLOSED BY INSTRUMENT RECORDED UNDER RECORDING NUMBER 20151021002094, AND IS SHOWN HEREON.
- THIS SITE IS SUBJECT TO PENDING ACTION IN SUPERIOR COURT UNDER COURT CAUSE NO. 15-2-30525-5.
- THIS SITE IS SUBJECT TO THE MATTERS SET FORTH BY A RECORD OF SURVEY RECORDED UNDER RECORDING NO. 20050321900003

## NOTES

- TRACT A IS A PRIVATE ACCESS AND UTILITIES SAID TRACT IS HEREBY GRANTED AND CONVEYED, TOGETHER WITH ALL MAINTENANCE RESPONSIBILITIES FOR SAID TRACT, TO THE LAUREL PARK 223RD HOMEOWNERS ASSOCIATION UPON THE RECORDING OF THIS PLAT. SHOULD THE LAUREL PARK 223RD HOMEOWNERS ASSOCIATION FAIL TO PROPERLY MAINTAIN SAID TRACT, THE OWNERS OF LOTS 1 THROUGH 13 OF THIS PLAT SHALL BE EQUALLY RESPONSIBLE FOR THE MAINTENANCE OF SAID TRACT.
- TRACT B IS A PRIVATE ACCESS AND UTILITIES TRACT SAID TRACT IS HEREBY GRANTED AND CONVEYED, TOGETHER WITH ALL MAINTENANCE RESPONSIBILITIES FOR SAID TRACT, TO THE LAUREL PARK 223RD HOMEOWNERS ASSOCIATION UPON THE RECORDING OF THIS PLAT. SHOULD THE LAUREL PARK 223RD HOMEOWNERS ASSOCIATION FAIL TO PROPERLY MAINTAIN SAID TRACT, THE OWNERS OF LOTS 1 THROUGH 13 OF THIS PLAT SHALL BE EQUALLY RESPONSIBLE FOR THE MAINTENANCE OF SAID TRACT.
- TRACT C A STORM DRAINAGE DETENTION TRACT, IS HEREBY GRANTED AND CONVEYED TO THE CITY OF SAMMAMISH FOR ACCESS, INSPECTION, MAINTENANCE AND REPAIR OF THE STORMWATER FACILITIES WITHIN SAID TRACT. THE CITY OF SAMMAMISH SHALL BE RESPONSIBLE FOR MAINTENANCE OF ALL PUBLIC STORMWATER FACILITIES LYING WITHIN SAID TRACT. MAINTENANCE OF LANDSCAPING STRIPS ALONG THE STORMWATER POND PERIMETER OTHER THAN THE INTERIOR POND EMBANKMENTS SHALL BE THE RESPONSIBILITY OF THE HOMEOWNERS ASSOCIATION. SHOULD THE LAUREL PARK 223RD HOMEOWNERS ASSOCIATION FAIL TO PROPERLY MAINTAIN SAID TRACT, THE OWNERS OF LOTS 1 THROUGH 13 OF THIS PLAT SHALL BE EQUALLY RESPONSIBLE FOR THE MAINTENANCE OF SAID LANDSCAPING STRIPS.
- TRACT D DESIGNATED AS A CRITICAL AREA AND TREE RETENTION AREA, IS HEREBY GRANTED AND CONVEYED, TOGETHER WITH ALL MAINTENANCE RESPONSIBILITIES FOR SAID TRACT, TO THE LAUREL PARK 223RD HOMEOWNERS ASSOCIATION UPON THE RECORDING OF THIS PLAT. SHOULD THE LAUREL PARK 223RD HOMEOWNERS ASSOCIATION FAIL TO PROPERLY MAINTAIN SAID TRACT, THE OWNERS OF LOTS 1 THROUGH 13 OF THIS PLAT SHALL BE EQUALLY RESPONSIBLE FOR THE MAINTENANCE OF SAID TRACT. MAINTENANCE OF LANDSCAPING STRIPS, ARE SUBJECT TO THE TREE PROTECTION STANDARDS OF SMC 21A.35.230. REMOVAL OF THESE TREES IS PROHIBITED UNLESS THE TREE IS REMOVED TO PREVENT IMMINENT DANGER OR HAZARD TO PERSONS OR PROPERTY, SUBJECT TO A CLEARING AND GRADING PERMIT APPROVED BY THE CITY OF SAMMAMISH. TREES REMOVED SUBJECT TO THIS PROVISION SHALL BE REPLACED IN COMPLIANCE WITH SMC 21A.35.240.
- TRACT E IS AN OPEN SPACE TRACT, IS HEREBY GRANTED AND CONVEYED, TOGETHER WITH ALL MAINTENANCE RESPONSIBILITIES FOR SAID TRACT, TO THE LAUREL PARK 223RD HOMEOWNERS ASSOCIATION UPON THE RECORDING OF THIS PLAT. SHOULD THE LAUREL PARK 223RD HOMEOWNERS ASSOCIATION FAIL TO PROPERLY MAINTAIN SAID TRACT, THE OWNERS OF LOTS 1 THROUGH 13 OF THIS PLAT SHALL BE EQUALLY RESPONSIBLE FOR THE MAINTENANCE OF SAID TRACT.
- PER 14A.15 EXCEPT AS PROVIDED IN SMC 14A.25.030, STREET IMPACT FEES SHALL BE ASSESSED AND COLLECTED AT THE TIME OF BUILDING PERMIT ISSUANCE.
- MAINTENANCE OF LANDSCAPE STRIPS ALONG 223RD AVENUE SE SHALL BE THE RESPONSIBILITY OF THE HOMEOWNERS ASSOCIATION. UNDER NO CIRCUMSTANCES SHALL THE CITY BEAR ANY MAINTENANCE RESPONSIBILITIES FOR LANDSCAPING STRIPS CREATED BY THIS PLAT.
- MAINTENANCE OF LANDSCAPING STRIPS ALONG THE POND PERIMETER OTHER THAN THE INTERIOR POND EMBANKMENTS SHALL BE THE RESPONSIBILITY OF THE HOMEOWNERS ASSOCIATION.
- METAL PRODUCTS SUCH AS GALVANIZED STEEL, COPPER, OR ZINC SHALL NOT BE USED IN ALL BUILDING ROOFS, FLASHING, GUTTERS, OR DOWNSPOUTS UNLESS THEY ARE TREATED TO PREVENT METAL LEACHING AND SEALED SUCH THAT CONTACT WITH STORM WATER IS PREVENTED.
- FOR ANY LOTS THAT CONTAIN OR ARE ADJACENT TO INFILTRATION OR DISPERSION TRENCHES, THESE LOTS SHALL BE GRADED SUCH THAT TOP OF TRENCH IS BELOW BOTTOM OF FOUNDATION.
- THE HOUSE ADDRESS SYSTEM FOR THIS PLAT SHALL BE \_\_\_\_\_ TO \_\_\_\_\_ 223RD AVENUE SE. INDIVIDUAL ADDRESSES WILL BE ASSIGNED TO THE PRINCIPAL ENTRANCE OF EACH RESIDENCE OR BUILDING AT THE TIME OF BUILDING PERMIT ISSUANCE.
- IN ACCORDANCE TO THE CITY OF SAMMAMISH ORDINANCE NO. 02002-112, A SURFACE WATER SYSTEM DEVELOPMENT CHARGE SHALL BE PAID AT THE TIME OF BUILDING PERMIT ISSUANCE, FOR EACH NEW RESIDENTIAL DWELLING UNIT.
- CONSISTENT WITH SMC CHAPTER 14A.20, LOTS 1-11 ARE SUBJECT TO PARKS IMPACT FEES WHICH SHALL BE PAID AT THE TIME OF BUILDING PERMIT ISSUANCE TOGETHER WITH AN ADMINISTRATIVE FEE.
- PURSUANT TO CHAPTER 21A.105 SMC, FIFTY PERCENT OF THE SCHOOL IMPACT FEES HAVE BEEN PAID AT FINAL PLAT. THE REMAINING FIFTY PERCENT OF THE SCHOOL IMPACT FEES, PLUS AND ADMINISTRATION FEE, SHALL BE PAID PRIOR TO BUILDING PERMIT ISSUANCE ON LOTS 1-11.
- TRACTS A, B, D AND E SHALL BE THE PROPERTY OF THE LAUREL PARK 223RD HOMEOWNERS ASSOCIATION.
- PURSUANT TO THE 1998 KCSWDM, ALL BUILDING DOWNSPOUTS, FOOTING DRAINS, AND DRAINS FROM ALL IMPERVIOUS SURFACES SUCH AS PATIOS AND DRIVEWAYS SHALL BE CONNECTED TO THE PERMANENT STORM DRAIN OUTLET VIA PERFORATED TIGHTLINE AS SHOWN ON THE APPROVED CONSTRUCTION DRAWING ON FILE WITH THE CITY OF SAMMAMISH. THIS PLAN SHALL BE SUBMITTED WITH THE APPLICATION FOR ANY BUILDING PERMIT. ALL CONNECTIONS OF LOT DRAINS SHALL BE CONSTRUCTED AND APPROVED PRIOR TO FINAL BUILDING INSPECTION APPROVAL. FOR THOSE LOTS THAT ARE DESIGNED FOR INDIVIDUAL LOT INFILTRATION SYSTEMS, THE SYSTEM SHALL BE DESIGNED AND CONSTRUCTED AS PART OF THE BUILDING PERMIT PROCESS AND SHALL COMPLY WITH THE APPROVED CONSTRUCTION DRAWINGS ON FILE WITH THE CITY OF SAMMAMISH.
- LOTS 11 THROUGH 13 DRIVEWAY LOCATION: THE EXISTING DRIVEWAY MAY REMAIN IN PLACE AND THE EXISTING SIDE SEWER EASEMENT MAY REMAIN AS LONG AS THE EXISTING HOUSE ON LOTS 11 THROUGH 13 REMAINS "AS IS." A NEW APPLICATION FOR A RESIDENTIAL ADDITION, A DEMOLITION PERMIT APPLICATION, OR BOUNDARY LINE ADJUSTMENT (BLA) AFFECTING LOTS 11 THROUGH 13 OR ITS IMPROVEMENTS REQUIRES THE FOLLOWING:
  - REMOVE EXISTING DRIVEWAY FOLLOWED BY RESTORATION OF SOILS AND HYDROSEEDING AND PLANTING OF NATIVE TREES AT LEAST FOUR (4) FEET IN HEIGHT AT 20-FOOT INTERVALS ON CENTER, LOCATED IN THE CENTERLINE OF THE ABANDONED DRIVEWAY FOOTPRINT AND REVISE THE ACCESS DRIVEWAY FOR LOTS 11 THROUGH 13 CONSISTENT WITH 2013 SETTLEMENT AGREEMENT.
  - ELIMINATE EXISTING SIDE SEWER EASEMENT SERVING THE EXISTING HOUSE ON LOTS 11 THROUGH 13, AND REQUIRE THE HOUSE ON LOTS 11 THROUGH 13 TO PROVIDE SEWER ACCESS TO 223RD AVENUE SE BY MEANS OF SHARED ACCESS DRIVEWAY FOR LOTS 11 THROUGH 13.

THIS CONDITION IS NOT INTENDED TO LIMIT OR PREVENT THE OWNER OF LOTS 11 THROUGH 13 FROM VOLUNTARILY REMOVING THE EXISTING DRIVEWAY, PROVIDED CONDITIONS A AND B, ABOVE, AND THE FOLLOWING ARE MET:

CLOSE THE GAP IN CRITICAL AREA FENCING (3-RAIL FENCING ACCEPTABLE) ASSOCIATED WITH THE EXISTING DRIVEWAY THAT IS BEING RELOCATED.
- THE LAUREL PARK 223RD HOMEOWNERS ASSOCIATION WAS ESTABLISHED WITH THE SECRETARY OF STATE ON AUGUST 4 2016. ALL LOTS IN THIS SUBDIVISION ARE SUBJECT TO THE COVENANTS, CONDITIONS AND RESTRICTIONS FOR LAUREL PARK, RECORDED UNDER KING COUNTY RECORDING NUMBER \_\_\_\_\_

## UTILITY EASEMENT PROVISION

AN EASEMENT IS HEREBY RESERVED FOR AND GRANTED TO THE CITY OF SAMMAMISH, PUGET SOUND ENERGY COMPANY, THE REGIONAL TELEPHONE COMPANY, THE REGIONAL CABLE TELEVISION COMPANY, AND THEIR RESPECTIVE SUCCESSORS AND ASSIGNS, UNDER AND UPON THOSE EASEMENTS IDENTIFIED AS PUBLIC UTILITY EASEMENTS, THE EXTERIOR 10 FEET, PARALLEL WITH AND ADJOINING THE PUBLIC STREET FRONTAGE OF ALL LOTS AND TRACTS, IN WHICH TO LAY, INSTALL, CONSTRUCT, RENEW, OPERATE AND MAINTAIN UNDER GROUND CONDUITS, MAINS, CABLES AND WIRES WITH NECESSARY FACILITIES AND OTHER EQUIPMENT FOR THE PURPOSE OF SERVING THIS SUBDIVISION AND OTHER PROPERTY WITH ELECTRIC TELEPHONE, T.V. AND GAS SERVICE, TOGETHER WITH THE RIGHT TO ENTER UPON THE LOTS AT ALL TIMES FOR THE PURPOSE HEREIN STATED, THESE EASEMENTS ENTERED UPON FOR THESE PURPOSES SHALL BE RESTORED AS NEAR AS POSSIBLE TO THEIR ORIGINAL CONDITION BY THE UTILITY. NO LINES OR WIRES FOR THE TRANSMISSION OF ELECTRIC CURRENT, TELEPHONE, OR CABLE T.V. SHALL BE PLACED OR BE PERMITTED TO BE PLACED UPON ANY LOT UNLESS THE SAME SHALL BE UNDERGROUND OR IN CONDUIT ATTACHED TO A BUILDING.

## CITY OF SAMMAMISH DRAINAGE EASEMENT AND COVENANT

ALL DRAINAGE EASEMENTS WITHIN THIS PLAT, NOT SHOWN AS "PRIVATE", ARE HEREBY GRANTED AND CONVEYED TO THE CITY OF SAMMAMISH, A POLITICAL SUBDIVISION OF THE STATE OF WASHINGTON, FOR THE PURPOSE OF CONVEYING, STORING, MANAGING AND LOCATING STORM AND SURFACE WATER PER THE ENGINEERING PLANS APPROVED FOR THIS PLAT BY THE CITY OF SAMMAMISH, TOGETHER WITH THE RIGHT OF REASONABLE ACCESS (INGRESS AND EGRESS), TO ENTER SAID DRAINAGE EASEMENT FOR THE PURPOSE OF INSPECTING, OPERATING, MAINTAINING, REPAIRING AND IMPROVING THE DRAINAGE FACILITIES CONTAINED THEREIN. NOTE THAT EXCEPT FOR THE FACILITIES WHICH HAVE BEEN FORMALLY ACCEPTED FOR MAINTENANCE BY THE CITY OF SAMMAMISH, MAINTENANCE OF DRAINAGE FACILITIES ON PRIVATE PROPERTY IS THE RESPONSIBILITY OF THE PROPERTY OWNER.

THE OWNERS OF SAID PRIVATE PROPERTY ARE REQUIRED TO OBTAIN PRIOR WRITTEN APPROVAL FROM THE CITY OF SAMMAMISH, AND ANY REQUIRED PERMITS FROM THE CITY OF SAMMAMISH FOR ACTIVITIES SUCH AS CLEARING AND GRADING, PRIOR TO FILLING, PIPING, CUTTING OR REMOVING VEGETATION (EXCEPT FOR ROUTINE LANDSCAPE MAINTENANCE SUCH AS LAWN MOWING) IN OPEN VEGETATED DRAINAGE FACILITIES (SUCH AS SWALES, CHANNELS, DITCHES, PONDS, ETC.) OR PERFORMING ANY ALTERATIONS OR MODIFICATIONS TO THE DRAINAGE FACILITIES, CONTAINED WITHIN SAID DRAINAGE EASEMENT.

THIS EASEMENT IS INTENDED TO FACILITATE REASONABLE ACCESS TO THE DRAINAGE FACILITIES. THIS EASEMENT AND COVENANT SHALL RUN WITH THE LAND AND IS BINDING UPON THE OWNERS OF SAID PRIVATE PROPERTY, THEIR HEIRS, SUCCESSORS AND ASSIGNS.

THE OWNER(S) OF THE BURDENED LOT SHALL NOT ERECT OR MAINTAIN ANY BUILDINGS OR STRUCTURES WITHIN THE EASEMENT. ALSO THE OWNER(S) OF THE BURDENED LOT SHALL NOT PLANT TREES, SHRUBS OR VEGETATION HAVING DEEP ROOT PATTERNS WHICH MAY CAUSE DAMAGE TO OR INTERFERE WITH SAID UTILITIES. ALSO THE OWNER(S) OF THE BURDENED LOT SHALL NOT DEVELOP OR BEAUTIFY THE EASEMENT AREAS IN SUCH A WAY TO CAUSE EXCESSIVE COST TO THE OWNER(S) OF LOT BENEFITED PURSUANT TO ITS RESTORATION DUTIES HEREIN.

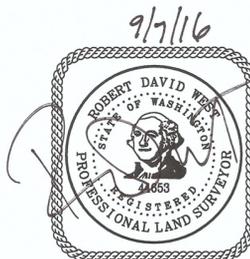
## PRIVATE EASEMENT PROVISIONS

THE OWNER(S) OF LAND HEREBY SUBDIVIDED DO HEREBY GRANT AND CONVEY TO THE OWNER(S) OF LOTS BENEFITED AS STATED IN THE EASEMENT NOTES OR ANY OTHER PRIVATE EASEMENT SHOWN AND THEIR ASSIGNS A PERPETUAL EASEMENT FOR THE STATED UTILITIES. THESE EASEMENTS AND CONDITIONS SHALL BE A COVENANT RUNNING WITH THE LAND AND SHALL BE BINDING ON THE SUCCESSORS, HEIRS, AND ASSIGNS OF THE OWNER(S) OF LAND HEREBY BENEFITED. THE OWNER(S) OF LOT BENEFITED AND ITS ASSIGNS SHALL HAVE THE RIGHT WITHOUT PRIOR INSTITUTION OF ANY SUIT OR PROCEEDINGS OF LAW AT SUCH TIME AS MAY BE NECESSARY TO ENTER UPON SAID EASEMENT FOR THE PURPOSE OF CONSTRUCTING, MAINTAINING, REPAIRING, ALTERING, OR RECONSTRUCTING SAID UTILITIES OR MAKING ANY CONNECTIONS THERETO WITHOUT INCURRING ANY LEGAL OBLIGATION OR LIABILITY THEREFOR; PROVIDED THAT SUCH SHALL BE ACCOMPLISHED IN A MANNER THAT IF EXISTING PRIVATE IMPROVEMENTS ARE DISTURBED OR DESTROYED THEY WILL BE REPAIRED OR REPLACED TO A CONDITION SIMILAR AS THEY WERE IMMEDIATELY BEFORE THE PROPERTY WAS ENTERED UPON BY THE ONE BENEFITED. THE OWNER(S) OF THE BURDENED LOT SHALL RETAIN THE RIGHT TO USE THE SURFACE OF SAID EASEMENT IF SUCH USE DOES NOT INTERFERE WITH THE INSTALLATION OR USE OF SAID UTILITIES.

HOWEVER, THE OWNER(S) OF THE BURDENED LOT SHALL NOT ERECT OR MAINTAIN ANY BUILDINGS OR STRUCTURES WITHIN THE EASEMENT. ALSO THE OWNER(S) OF THE BURDENED LOT SHALL NOT PLANT TREES, SHRUBS OR VEGETATION HAVING DEEP ROOT PATTERNS WHICH MAY CAUSE DAMAGE TO OR INTERFERE WITH SAID UTILITIES. ALSO THE OWNER(S) OF THE BURDENED LOT SHALL NOT DEVELOP OR BEAUTIFY THE EASEMENT AREAS IN SUCH A WAY TO CAUSE EXCESSIVE COST TO THE OWNER(S) OF LOT BENEFITED PURSUANT TO ITS RESTORATION DUTIES HEREIN.

## EASEMENT NOTES

- THE 10' PRIVATE DRAINAGE EASEMENT SHOWN ON LOT 5 IS TO THE BENEFIT OF THE OWNER OF LOTS 4 AND 5. THE OWNER OF SAID LOT IS HEREBY RESPONSIBLE FOR THE MAINTENANCE OF THEIR RESPECTIVE PRIVATE DRAINAGE FACILITIES AND SHALL SHARE EQUALLY IN THE MAINTENANCE RESPONSIBILITIES OF THE PRIVATE DRAINAGE FACILITIES USED IN COMMON WITHIN SAID EASEMENT.
- THE 10' PRIVATE DRAINAGE EASEMENT SHOWN ON LOT 6 IS TO THE BENEFIT OF THE OWNER OF LOT 6 AND 7. THE OWNERS OF SAID LOTS ARE HEREBY RESPONSIBLE FOR THE MAINTENANCE OF THEIR PRIVATE DRAINAGE FACILITIES AND SHALL SHARE EQUALLY IN THE MAINTENANCE RESPONSIBILITIES OF THE PRIVATE DRAINAGE FACILITIES USED IN COMMON WITHIN SAID EASEMENT.
- THE 10' PRIVATE DRAINAGE EASEMENT SHOWN ON LOTS 8 THROUGH 13 IS TO THE BENEFIT OF THE OWNERS OF LOTS 7 THROUGH 13. THE OWNERS OF SAID LOTS ARE HEREBY RESPONSIBLE FOR THE MAINTENANCE OF THEIR RESPECTIVE PRIVATE DRAINAGE FACILITIES AND SHALL SHARE EQUALLY IN THE MAINTENANCE RESPONSIBILITIES OF THE PRIVATE DRAINAGE FACILITIES USED IN COMMON WITHIN SAID EASEMENT.
- THE 10' PRIVATE DRAINAGE EASEMENT SHOWN ON TRACT E IS TO THE BENEFIT OF THE OWNER OF LOT 9. THE OWNER OF SAID LOT IS HEREBY RESPONSIBLE FOR THE MAINTENANCE OF THEIR PRIVATE DRAINAGE FACILITIES AND SHALL BE RESPONSIBLE FOR THE MAINTENANCE RESPONSIBILITIES OF THE PRIVATE DRAINAGE FACILITIES USED WITHIN SAID EASEMENT.
- THE 10' PRIVATE DRAINAGE EASEMENT SHOWN ON LOTS 1 AND 2 IS TO THE BENEFIT OF THE OWNERS OF LOTS 1 THROUGH 3. THE OWNERS OF SAID LOTS ARE HEREBY RESPONSIBLE FOR THE MAINTENANCE OF THEIR RESPECTIVE PRIVATE DRAINAGE FACILITIES AND SHALL SHARE EQUALLY IN THE MAINTENANCE RESPONSIBILITIES OF THE PRIVATE DRAINAGE FACILITIES USED IN COMMON WITHIN SAID EASEMENT.
- THE 10' PRIVATE DRAINAGE EASEMENT SHOWN ON LOTS 1 THROUGH 4, AND TRACTS B AND C IS TO THE BENEFIT OF THE OWNERS OF LOTS 1 THROUGH 4 AND TRACT A. THE OWNERS OF SAID LOTS AND TRACTS ARE HEREBY RESPONSIBLE FOR THE MAINTENANCE OF THEIR RESPECTIVE PRIVATE DRAINAGE FACILITIES AND SHALL SHARE EQUALLY IN THE MAINTENANCE RESPONSIBILITIES OF THE PRIVATE DRAINAGE FACILITIES USED IN COMMON WITHIN SAID EASEMENT.
- THE 1' PUBLIC SIDEWALK EASEMENT SHOWN ON LOTS 3 AND 4 IS HEREBY GRANTED TO THE CITY OF SAMMAMISH FOR PUBLIC PEDESTRIAN INGRESS AND EGRESS PURPOSES. THE CITY OF SAMMAMISH SHALL BE RESPONSIBLE FOR THE MAINTENANCE OF THE SIDEWALK FACILITIES WITHIN SAID EASEMENT.
- THE PRIVATE ACCESS, DRAINAGE AND UTILITIES EASEMENT OVER LOT 12 IS TO THE BENEFIT OF THE OWNERS OF LOTS 11 THROUGH 13. THE OWNERS OF SAID LOTS SHALL BE RESPONSIBLE FOR THE MAINTENANCE, REPAIR AND RECONSTRUCTION OF THEIR PRIVATE DRAINAGE AND UTILITY FACILITIES WITHIN THE EASEMENT AND SHALL SHARE EQUALLY IN THE MAINTENANCE, REPAIR AND RECONSTRUCTION OF THE DRIVEWAY FACILITIES AND THE PRIVATE DRAINAGE AND UTILITY FACILITIES USED IN COMMON WITHIN SAID EASEMENT.
- THE 10' PRIVATE WATER EASEMENT SHOWN ON TRACT C IS TO THE BENEFIT OF THE OWNER OF LOTS 12 AND 13. THE OWNER OF SAID LOT IS HEREBY RESPONSIBLE FOR THE MAINTENANCE OF THEIR RESPECTIVE PRIVATE WATER FACILITIES AND SHALL SHARE EQUALLY IN THE MAINTENANCE RESPONSIBILITIES OF THE PRIVATE WATER FACILITIES WITHIN SAID EASEMENT.
- IF CONSTRUCTED, A PRIVATE EASEMENT FOR WALLS AND DRAINAGE FACILITIES IS HEREBY GRANTED AND CONVEYED TO THE OWNERS OF LOTS 1 THROUGH 13, OVER, UNDER AND ACROSS A STRIP OF LAND 2.5- FEET WIDE ALONG EACH SIDE OF THE INTERIOR LOT LINES WITHIN THIS PLAT. OWNERS OF SAID WALLS AND DRAINAGE FACILITIES ARE HEREBY RESPONSIBLE FOR THE MAINTENANCE OF THEIR RESPECTIVE WALLS AND DRAINAGE FACILITIES AND SHALL SHARE EQUALLY IN THE MAINTENANCE RESPONSIBILITIES OF THE WALLS AND DRAINAGE FACILITIES USED IN COMMON WITHIN SAID EASEMENT.
- THE 10' PRIVATE WATER EASEMENT SHOWN ON TRACT E IS TO THE BENEFIT OF THE OWNER OF LOT 9. THE OWNER OF SAID LOT IS HEREBY RESPONSIBLE FOR THE MAINTENANCE OF THEIR PRIVATE WATER FACILITIES AND SHALL BE RESPONSIBLE FOR THE MAINTENANCE RESPONSIBILITIES OF THE PRIVATE WATER FACILITIES WITHIN SAID EASEMENT.
- THE PRIVATE WATER EASEMENT SHOWN ON LOTS 4 AND 5 ARE TO THE BENEFIT OF THE OWNERS OF LOTS 5 THROUGH 8. THE OWNERS OF SAID LOTS ARE HEREBY RESPONSIBLE FOR THE MAINTENANCE OF THEIR PRIVATE WATER FACILITIES AND SHALL BE RESPONSIBLE FOR THE MAINTENANCE RESPONSIBILITIES OF THE PRIVATE WATER FACILITIES WITHIN SAID EASEMENT.



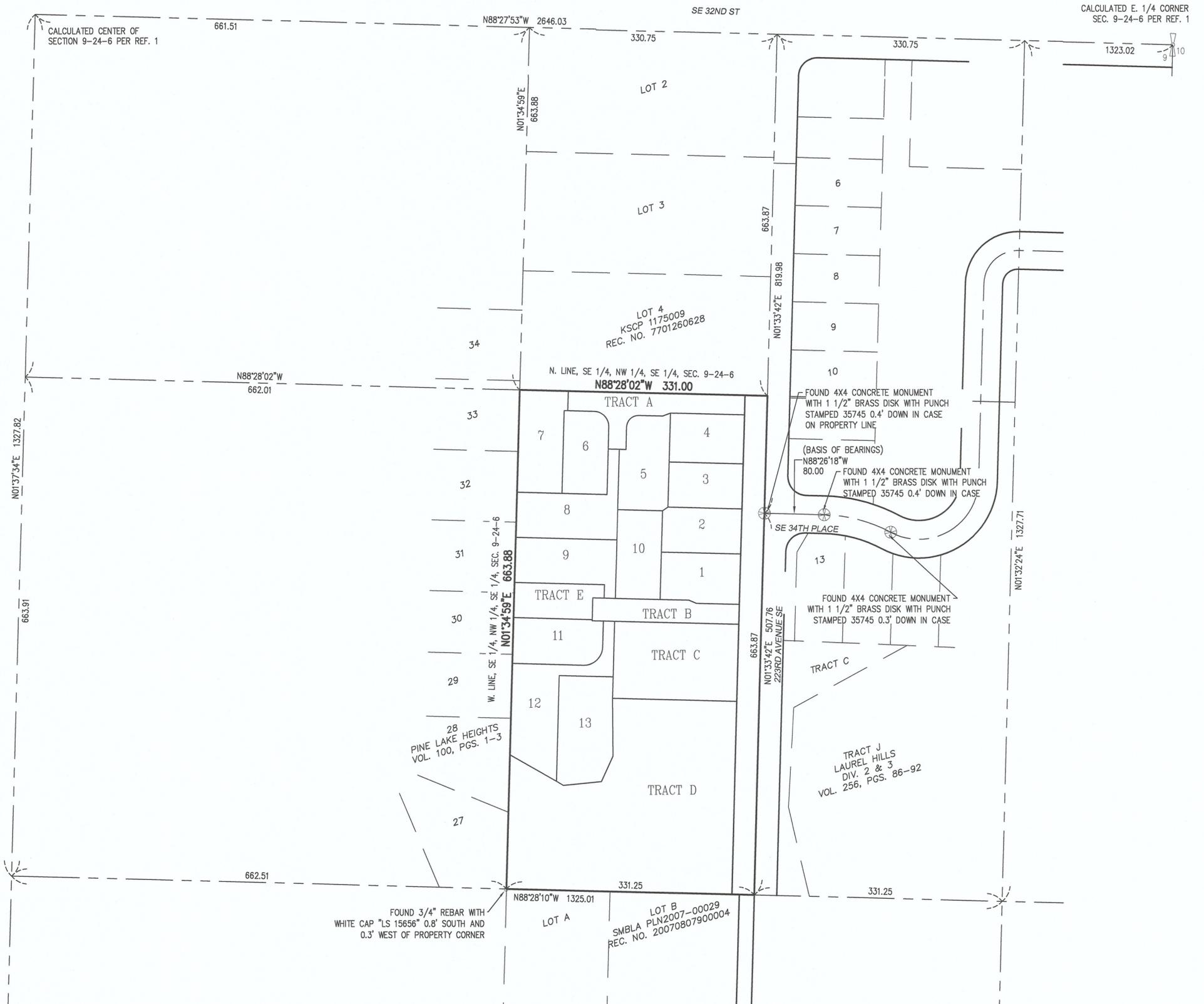
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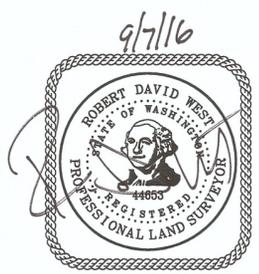
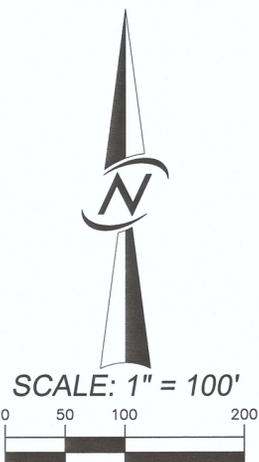
# LAUREL PARK

A PORTION OF THE NW 1/4, OF THE SE 1/4,  
SECTION 9, TOWNSHIP 24 NORTH, RANGE 6 EAST, W.M.  
CITY OF SAMMAMISH, KING COUNTY, WASHINGTON



**NOTES**

1. ALL TITLE INFORMATION SHOWN ON THIS MAP HAS BEEN EXTRACTED FROM TITLE RESOURCES GUARANTEE COMPANY GUARANTEE NUMBER 40172116 DATED JUNE 30, 2016. IN PREPARING THIS MAP, CORE DESIGN, INC. HAS CONDUCTED NO INDEPENDENT TITLE SEARCH NOR IS CORE DESIGN, INC. AWARE OF ANY TITLE ISSUES AFFECTING THE SURVEYED PROPERTY OTHER THAN THOSE SHOWN ON THE MAP AND DISCLOSED BY THE REFERENCED TITLE RESOURCES GUARANTEE. CORE DESIGN, INC. HAS RELIED WHOLLY ON TITLE RESOURCES' REPRESENTATIONS OF THE TITLE'S CONDITION TO PREPARE THIS SURVEY AND THEREFORE CORE DESIGN, INC. QUALIFIES THE MAP'S ACCURACY AND COMPLETENESS TO THAT EXTENT.
2. ALL SURVEY CONTROL INDICATED AS "FOUND" WAS RECOVERED FOR THIS PROJECT IN FEBRUARY, 2014.
3. PROPERTY AREA = 219,828± SQUARE FEET (5.0466± ACRES).
4. ALL DISTANCES ARE IN FEET.
5. THIS IS A FIELD TRAVERSE SURVEY. A SOKKIA FIVE SECOND COMBINED ELECTRONIC TOTAL STATION WAS USED TO MEASURE THE ANGULAR AND DISTANCE RELATIONSHIPS BETWEEN THE CONTROLLING MONUMENTATION AS SHOWN. CLOSURE RATIOS OF THE TRAVERSE MET OR EXCEEDED THOSE SPECIFIED IN WAC 332-130-090. ALL MEASURING INSTRUMENTS AND EQUIPMENT ARE MAINTAINED IN ADJUSTMENT ACCORDING TO MANUFACTURER'S SPECIFICATIONS.



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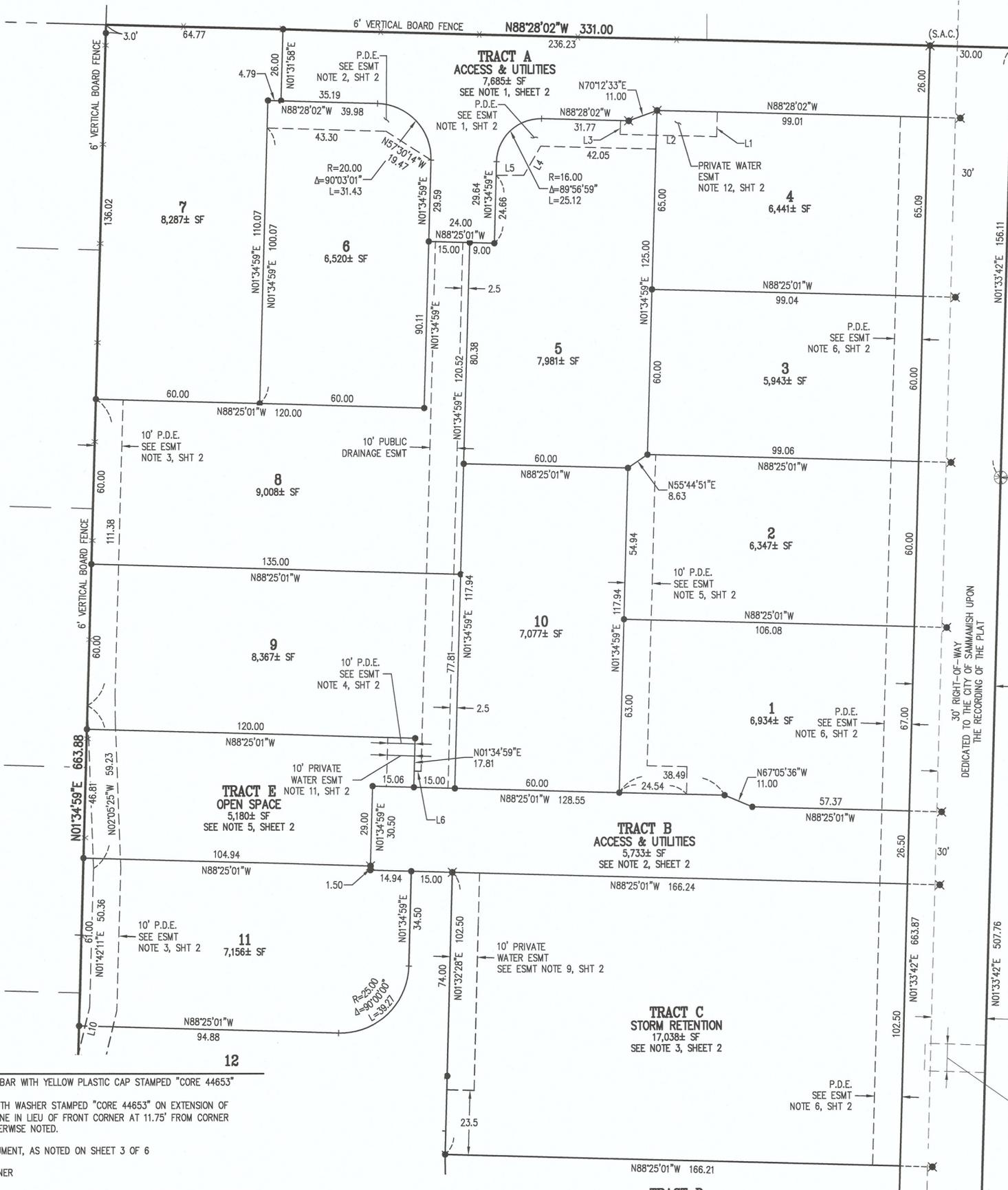
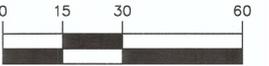
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# LAUREL PARK

A PORTION OF THE NW 1/4, OF THE SE 1/4,  
SECTION 9, TOWNSHIP 24 NORTH, RANGE 6 EAST, W.M.  
CITY OF SAMMAMISH, KING COUNTY, WASHINGTON



SCALE: 1" = 30'

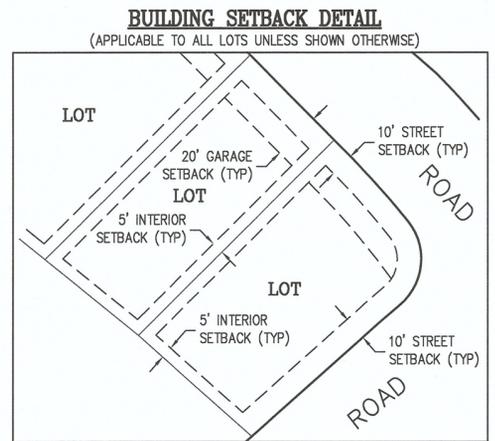


- LEGEND**
- SET 1/2" REBAR WITH YELLOW PLASTIC CAP STAMPED "CORE 44653"
  - ✱ SET TACK WITH WASHER STAMPED "CORE 44653" ON EXTENSION OF PROPERTY LINE IN LIEU OF FRONT CORNER AT 11.75' FROM CORNER UNLESS OTHERWISE NOTED.
  - ⊗ FOUND MONUMENT, AS NOTED ON SHEET 3 OF 6
- S.A.C. SET AT CORNER

**NOTES**

SEE SHEET 6 FOR SAMMAMISH PLATEAU WATER AND SEWER DISTRICT EASEMENTS TO BE ESTABLISHED.

SEE SHEET 6 FOR LINE TABLES



SEE SHEET 5 OF 6 FOR CONTINUATION

N88°26'18"W  
(BASIS OF BEARINGS)  
SE 34TH PLACE

30' RIGHT-OF-WAY  
DEDICATED TO THE CITY OF SAMMAMISH UPON  
THE RECORDING OF THE PLAT

40' PRIVATE ACCESS EASEMENT  
REC. NO. 596057B  
SAID EASEMENT BENEFITS ALL  
PARCELS ABUTTING THIS ROADWAY

10' PUBLIC H2O EASEMENT 20' PRIVATE ACCESS EASEMENT  
REC. NO. 639770  
REC. NO. 20110607000550  
SAID EASEMENT BENEFITS ALL  
PARCELS ABUTTING THIS ROADWAY



**CORE DESIGN**

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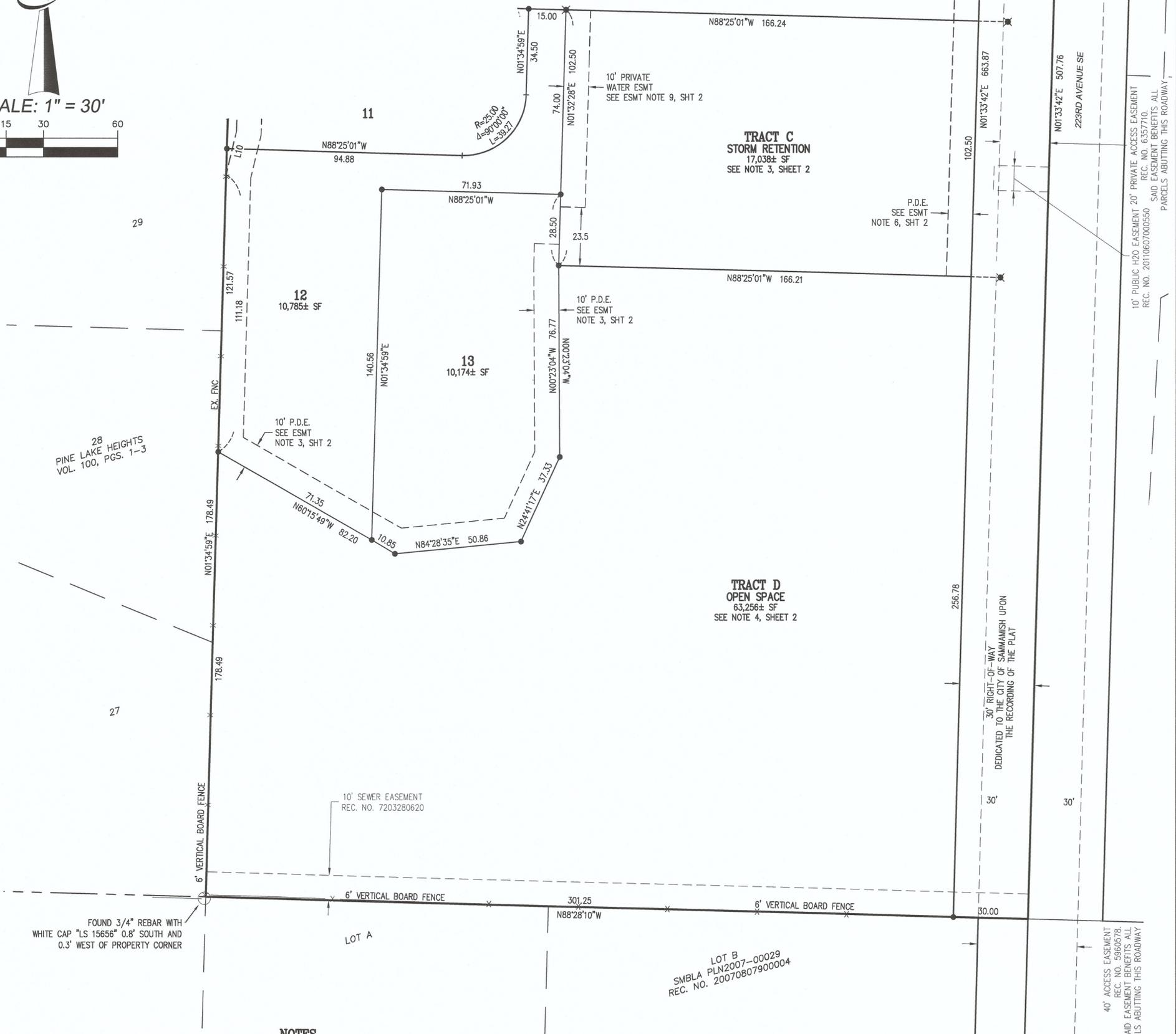
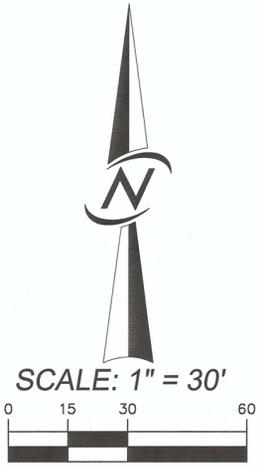
**JOB NO. 14131**

# LAUREL PARK

A PORTION OF THE NW 1/4, OF THE SE 1/4,  
SECTION 9, TOWNSHIP 24 NORTH, RANGE 6 EAST, W.M.  
CITY OF SAMMAMISH, KING COUNTY, WASHINGTON

SEE SHEET 4 OF 6 FOR CONTINUATION

TRACT B



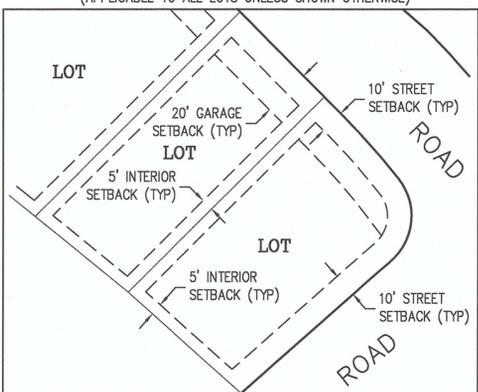
**LEGEND**

- SET 1/2" REBAR WITH YELLOW PLASTIC CAP STAMPED "CORE 44653"
- ✱ SET TACK WITH WASHER STAMPED "CORE 44653" ON EXTENSION OF PROPERTY LINE IN LIEU OF FRONT CORNER AT 11.75' FROM CORNER UNLESS OTHERWISE NOTED.

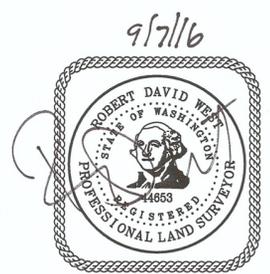
**NOTES**

SEE SHEET 6 FOR SAMMAMISH PLATEAU WATER AND SEWER DISTRICT EASEMENTS TO BE ESTABLISHED.

**BUILDING SETBACK DETAIL**  
(APPLICABLE TO ALL LOTS UNLESS SHOWN OTHERWISE)



LOT B  
SMBLA PLN2007-00029  
REC. NO. 20070807900004



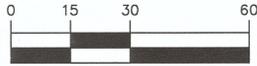
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# LAUREL PARK

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CITY OF SAMMAMISH, KING COUNTY, WASHINGTON



SCALE: 1" = 30'



### WATER AND SEWER EASEMENT PROVISION

AN EASEMENT IS HEREBY DEDICATED AND CONVEYED, UPON THE RECORDING OF THIS PLAT, TO THE SAMMAMISH PLATEAU WATER AND SEWER DISTRICT OR ITS SUCCESSORS AND ASSIGNS, OVER, UNDER, THROUGH AND UPON THE EASEMENTS SHOWN ON THIS PLAT AND DESCRIBED AS "SANITARY SEWER EASEMENT" OR "WATER EASEMENT" AND AS DESCRIBED BELOW.

- THE EXTERIOR 10 FEET, PARALLEL WITH AND ADJOINING THE PUBLIC STREET FRONTAGE, OF LOTS 1 THROUGH 4, TRACTS A, B, C AND D
- TRACTS A AND B;
- A STRIP OF LAND 20.00 FEET IN WIDTH, OVER THAT PORTION OF LOTS 11 AND 12 LYING EAST OF THE FOLLOWING DESCRIBED LINE;

COMMENCING AT THE NORTHEAST CORNER OF SAID LOT 12, THENCE N88°25'01"W, ALONG THE NORTH LINE OF SAID LOT, 20.00 FEET TO THE POINT OF BEGINNING OF THE HEREIN DESCRIBED LINE; THENCE S01°32'28"W 74.00 FEET, TO THE NORTH LINE OF SAID LOT 13 AND THE TERMINUS OF THE HEREIN DESCRIBED LINE;

- THE WEST 10.00 FEET OF THE NORTH 20.00 FEET OF SAID TRACT C;
- THE SOUTH 10.00 FEET OF THE EAST 20.00 FEET OF LOT 8;
- THE EAST 20.00 FEET OF LOT 9;
- THE WEST 10.00 FEET OF THE EAST 25.00 OF THE SOUTH 8.00 OF LOT 1;
- THE WEST 10.00 FEET OF THE EAST 12.37 OF THE SOUTH 8.00 OF LOT 10;
- ALL OF TRACT E, EXCEPT THE WEST 91.94 FEET;
- THE WEST 10.00 FEET OF THE EAST 25.00 FEET OF THE NORTH 9.00 FEET OF SAID LOT 4;
- THAT PORTION OF LOTS 4 AND 5 LYING NORTH OF THE FOLLOWING DESCRIBED LINE;

COMMENCING AT THE NORTHEAST CORNER OF SAID LOT 4, THENCE N88°28'02"W, ALONG THE NORTH LINE OF SAID LOT, 76.97 FEET TO THE POINT OF BEGINNING OF THE HEREIN DESCRIBED LINE; THENCE S01°43'21"W 9.00 FEET; THENCE N88°28'02"W 35.24 FEET; THENCE N01°31'58"E 5.00 TO THE NORTH LINE OF SAID LOT 5 AND THE TERMINUS OF THE HEREIN DESCRIBED LINE;

- THAT PORTION OF LOT 11 LYING NORTH OF THE FOLLOWING DESCRIBED LINE;

COMMENCING AT THE NORTHEAST CORNER OF SAID LOT, THENCE N88°25'01"W, ALONG THE NORTH LINE OF SAID LOT, 9.29 FEET TO THE POINT OF BEGINNING OF THE HEREIN DESCRIBED LINE; THENCE S01°36'54"W 8.17 FEET; THENCE N88°23'06"W 10.00 FEET; THENCE N01°36'54"E 9.16 TO THE NORTH LINE OF SAID LOT AND THE TERMINUS OF THE HEREIN DESCRIBED LINE;

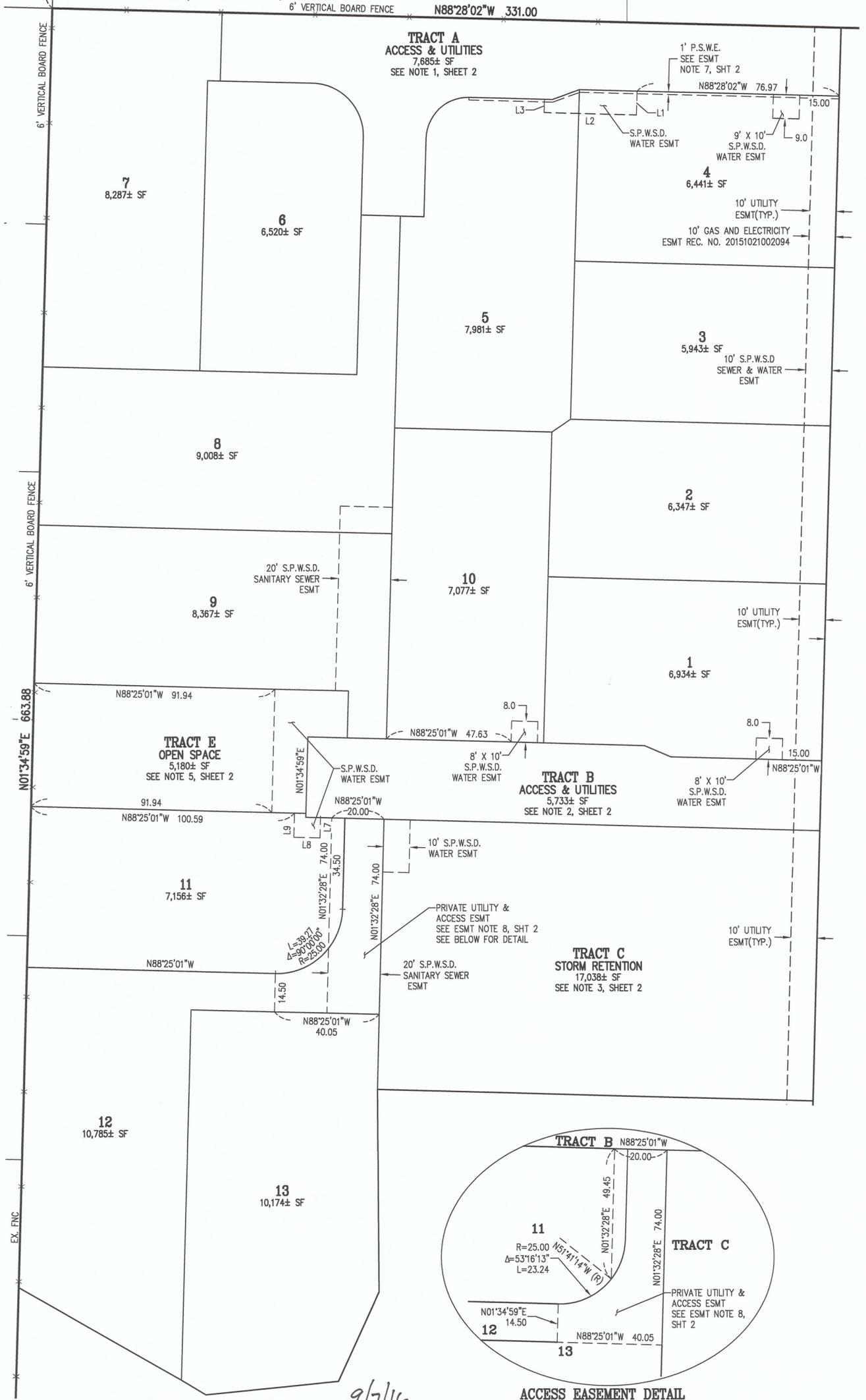
IN WHICH TO INSTALL, LAY, CONSTRUCT, MAINTAIN, INSPECT, REPLACE, REPAIR, REMOVE, RENEW, USE, AND OPERATE WATER AND SEWER SYSTEMS AND APPURTENANCES FOR THIS SUBDIVISION AND OTHER PROPERTY, TOGETHER WITH THE RIGHT TO ENTER UPON THE EASEMENTS AT ALL TIMES WITH ALL NECESSARY MAINTENANCE AND CONSTRUCTION EQUIPMENT FOR THE PURPOSES STATED. THE GRANTOR COVENANTS THAT NO STRUCTURES SHALL BE CONSTRUCTED OR ERRECTED OVER, UPON OR WITHIN THESE EASEMENTS, INCLUDING FENCES OR ROCKERIES, AND NO TREES, BUSHES OR OTHER SHRUBBERY SHALL BE PLANTED IN THE AREA OF GROUND FOR WHICH THE EASEMENT IN FAVOR OF THE SAMMAMISH PLATEAU WATER AND SEWER DISTRICT HAS BEEN APPROVED.

FOR EASEMENTS ACROSS THE ENTIRETY OF TRACTS A AND B THE DISTRICT SHALL NOT BE RESPONSIBLE FOR ANY COSTS OF PAVEMENT REPLACEMENT OR REPAIR NECESSITATED BY DAMAGE INCURRED THROUGH THE NORMAL OPERATION OR MAINTENANCE OF THE WATER AND/OR SEWER FACILITIES, EXCEPT THAT IN THE EVENT THAT THE SURFACING IS REMOVED BY THE GRANTEE FOR ANY UNDERGROUND CONSTRUCTION, UNDERGROUND REPAIR OR REPLACEMENT OF THE WATER AND/OR SEWER LINES, THE SURFACING SHALL BE RESTORED AS NEARLY AS REASONABLY POSSIBLE TO ITS CONDITION PRIOR TO PLACEMENT OF THE WATER OR SEWER.

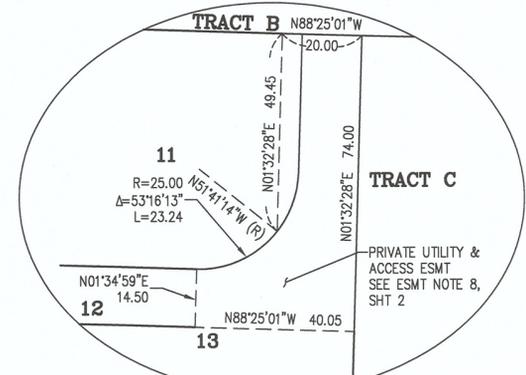
### LEGEND

- P.D.E PRIVATE DRAINAGE EASEMENT
- P.S.W.E PUBLIC PEDESTRIAN AND SIDEWALK EASEMENT
- SPWSD SAMMAMISH PLATEAU WATER AND SEWER DISTRICT

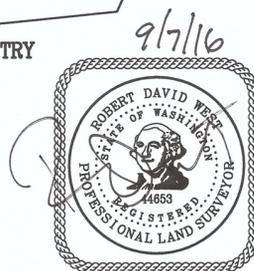
LINE TABLE		
LINE #	BEARING	LENGTH
L1	N01°43'21"E	9.00
L2	N88°28'02"W	35.24
L3	N01°31'58"E	5.00
L4	N30°24'11"E	12.18
L5	N89°51'59"E	10.08
L6	N88°25'01"W	2.50
L7	N01°36'54"E	8.17
L8	N88°23'06"W	10.00
L9	N01°36'54"E	9.16
L10	N13°35'19"E	17.74



SEE SHEETS 4 AND 5 FOR LOT GEOMETRY



ACCESS EASEMENT DETAIL



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# VICINITY MAP LAUREL PARK, EXHIBIT 5



NWMaps.net



- Nearby Search Area (.25mi)
- Search Result Location
- City Limit
- Parcel
- Trail
- Other
- Multi-Use
- Bike Route
- Wetland
- Park
- Openspace
- School

Disclaimer: The eCityGov Alliance or its member agencies do not guarantee that the information on this map is accurate or complete. This map is provided for information purposes only.





**Meeting Date:** September 20, 2016

**Date Submitted:** 9/13/2016

**Originating Department:** Parks and Recreation

**Clearances:**

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

**Subject:** Facility Rental Fees

**Action Required:** Amend the facility rental fee schedule

**Exhibits:**

1. Exhibit 1: Resolution
2. Exhibit 2: October 16, 2015 Memo from the Parks Commission: Facility Rental Fee Recommendation
3. Exhibit 3: Facility Rental Fee Tables

**Budget:** N/A

**Summary Statement:**

This is a proposal to amend the facility rental fee schedule. These fees include user charges for picnic shelters, facilities, natural turf fields and artificial turf fields. In summary, the proposal includes the following:

- Modest increases to the rental fees for the picnic shelters, the Beaver Lake Pavilion (Pavilion), the synthetic turf fields and the natural turf fields.
- Discontinuing use of City Hall for public rentals.
- Reducing the rental fees at the Beaver Lake Lodge (Lodge).
- Discontinuing resident and non-resident rates and implementing one fee for each category to simplify the fee schedule.

Staff originally presented on this topic at the October 16, 2015 Joint City Council and Parks Commission Meeting. Council requested, and staff completed, additional research on the synthetic turf fields, including a review of actual maintenance costs and updating the “market cost assumptions” for turf replacement, which was based on the bid for the Eastlake High School Community Sports Field Turf Replacement Project.

Based on the work described above, staff revised the fee proposal for the synthetic turf fields and presented the revised facility rental fees to Council for a second time on April 5, 2016. The Council

discussed the facility rental fees, but took no action. Since then, the facility rental fees were presented to the Finance Committee on July 7, 2016 and September 1, 2016.

During the July 7, 2016 Finance Committee Meeting, the discussion centered around several topics:

- The Committee recommended the Facility Rental Fees be updated every other year and off-cycle from the biennial budget. Staff support this recommendation.
- The Committee reached agreement on the indoor facility rental fees and the picnic shelter fees, resulting in minor changes to ensure the percent increases are consistent across the fee categories.
- The Committee also supported the staff recommendation to discontinue resident and non-resident fees to simplify the fee structure.
- The Committee did not reach consensus on the fees for the athletic fields at this meeting.

At the September 1, 2016 Finance Committee Meeting, the Committee was presented with the option of pursuing a modest fee increase now (consistent with the original Parks Commission recommendation), or deferring the fee update to 2017 to allow for additional policy discussion. The Committee recommended proceeding with the fee increase as presented at the meeting (see Exhibit 3), with the acknowledgement that consensus was not reached on the cost recovery model for the athletic fields. The City Council will determine whether or not this is a policy discussion they want to add to the work plan in the future.

In the meantime, proceeding with the fee amendment now allows the new fees to take effect immediately for all rentals occurring after January 1, 2017. The timing is important as we are starting to take reservations for 2017.

#### **Background:**

In 2007, the City Council significantly revised the facility rental policies and the fee schedule. This was the first time the facility rental fees and the policies were reviewed in a comprehensive manner.

In 2010, another fee study was completed. At this time, the City Council implemented increases for all facility rental fees based off of the fee study and facility usage information. The 2010 update was the last major modification to the facility rental fees.

In 2013, the City began accepting credit cards for payment. To address the additional cost of the credit card service fee, all City fees were increased. The facility rental fee increase ranged from \$0.50 to \$3.00 per fee category.

In 2015, staff completed another facility rental fee study. Consistent with prior years, staff performed an analysis of our current facility rental fees and prepared a proposal for consideration by the Parks Commission at their October 7, 2015 meeting. The Parks Commission made a unanimous recommendation to modify the rental fees (Exhibit 2).

#### **2017 FACILITY RENTAL FEE UPDATE:**

The information provided below describes each fee category and the proposed changes. Staff are proposing that these fees take effect immediately and apply to all rentals taking place after January 1, 2017. The proposed fees are available in Exhibit 3.

**Picnic Shelter Rental Fees (Exhibit 3.1):**

In 2010, the Parks Commission and Council agreed to the recommended two-tiered fee structure for the picnic shelters, allowing a higher fee to be charged for more popular shelters such as Pine Lake Park and Ebright Creek Park. These two shelters continue to be our most frequently reserved shelters and staff recommend continuing with the two-tier fee structure.

For the 2017 Rental Fee Update, staff recommended a modest fee increase for picnic shelter rentals, which was supported by the Parks Commission. The Finance Committee requested the fee increase be modified to ensure the percentage increase was consistent across all picnic shelter fee categories. Staff modified the fee proposal to reflect an 8% fee increase. This caused a slight difference (\$2.00 to \$5.00) between the Parks Commission and Finance Committee recommendations. Both fee recommendations, however, are still in line with the market rates for comparable facilities in nearby jurisdictions.

The Finance Committee also recommend discontinuing the non-resident rental rate to simplify the fee structure, particularly because very few reservations (approximately 6%) fall into this category annually. Although somewhat anecdotal, it has been observed that most non-residents seek out a resident to reserve the picnic shelter on their behalf, due to the significant difference in resident and non-resident rates. Discontinuing the picnic shelter non-resident rate will result in a loss of approximately \$500 annually. Residents will continue to have priority scheduling, which allows residents to reserve the picnic shelters a full two months ahead of non-residents.

**Indoor Facility Rental Fees:**

The "Indoor Facility Rental Fee" category includes the Commons Hall, also known as the City Hall Council Chambers, the Beaver Lake Lodge and the Beaver Lake Pavilion.

**Commons Hall:**

The Finance Committee recommended discontinuing private rentals at the Commons Halls. The facility is not highly sought after due to the room limitations and is only booked less than 20% of the available hours. An area study indicated that most council chambers are not used as public rental facilities. The room will still be available for City and partnership use. The Beaver Lake Lodge also has the availability to accommodate these rentals. This change will help us maximize the rental usage at the Lodge while protecting the financial investments made to the technology in the Council Chambers.

**Beaver Lake Lodge (Exhibit 3.2):**

Our recent market analysis of the rental fees for the Beaver Lake Lodge (Exhibit 3.2) indicates that we are at or below the market rate, particularly for weekday rentals. When analyzing these rates, however, we found that comparable facilities include room set-up and cleanup, which is something we do not provide.

Based on current usage patterns, including a fair amount of available time during the weekdays and weekends, staff are proposing a decrease in facility rental fees for the Beaver Lake Lodge. The Finance Committee supported this recommendation and also suggested eliminating the non-resident fee to simplify the fee structure. If the new fees are approved, we recommend modifying the facility rental fee policy to allow residents to reserve space at the Lodge two-months ahead of non-residents, consistent with the policy currently in place for the picnic shelters.

**Beaver Lake Pavilion (Exhibit 3.3):**

The Parks Commission recommended a slight increase in the fees for the Beaver Lake Pavilion. Again, the Finance Committee requested the fees be increased by a consistent amount across all fee categories. Staff modified the fee proposal to reflect an 8% fee increase. This caused a slight difference (\$3.00 to \$7.00) between the Parks Commission and Finance Committee recommendations. Both fee recommendations, however, are still in line with the market rates for comparable facilities in nearby jurisdictions. The Finance Committee suggested eliminating the non-resident fee to simplify the fee structure for this facility as well.

**Synthetic Turf Field Rental Fees (Exhibit 3.4 & 3.5):**

Currently, the hourly rates for the synthetic turf fields are \$56 for youth and \$81.50 for adults. The Parks Commission recommended a modest increase to \$60.00 per hour for youth groups and an increase to \$90.00 per hour for adult groups.

Staff performed a fee analysis for the synthetic turf fields based on 2015 data and found that current field rental fees are covering all of the annual operating costs, but are continuing to fall short of the amount needed to fully fund the turf replacement account. See Exhibit 3.4.

The turf replacement account was established to pay for replacement of the synthetic turf carpet, a replacement that is anticipated every 10-years. The annual contribution needed to fully fund the replacement account is \$360,000. In 2015, it is estimated that the City subsidized the account by 45% or approximately \$162,000. Implementing the proposed fee increase will reduce the City subsidy to 39%.

Neither the City Council or the Finance Committee was able to reach consensus on the synthetic turf field rental fees. The Finance Committee recommended moving forward with the modest fee increase proposed by the Parks Commission now, and revisiting the cost recovery policy in the future. See Exhibit 3.5.

**Natural Turf Field Rental Fees (Exhibits 3.6 & 3.7):**

A similar cost recovery analysis was done for the natural turf fields (Exhibit 3.6). Full cost recovery for annual maintenance will require a fee of approximately \$25.00 per hour for youth and \$35.00 per hour for adults. This includes the operating costs of the natural turf fields only and does not include major maintenance or capital projects.

Our current hourly fee is \$15.50 for youth groups and \$25.50 for adult groups. The Parks Commission and Finance Committee recommended increasing the hourly fees to \$17.00 per hour for youth groups and \$30.00 per hour for adult groups (Exhibit 3.7). This fee increase reduced the operating subsidy from 42% to 36% and field rates are in line with current market rates.

**Future Policy Considerations:**

If the facility rental fees are approved as presented, we will need to make a few minor changes to the facility rental policies to ensure consistency with the new fee schedule. The revised policies will be brought back to Council for consideration in October. The policy changes are summarized below:

- Policy 076.01.01 – Beaver Lake Lodge and Pavilion Facility Rentals
  - Strike section 3.10B providing for a resident discount. This no longer applies.
  - Modify section 4.2F to allow residents to reserve space two months in advance of non-residents.
- Policy 076.01.02 – Picnic Shelter Rentals

- Strike section 3.09B allowing for a resident discount. This no longer applies.
- Policy 076.01.04 – City Hall Facility Rentals
  - Repeal the policy as private rentals at City Hall are being discontinued. This does not impact partnership or sponsored use (addressed under another policy) and/or any City events.

**Recommended Motion:**

Motion to approve resolution amending the facility rental fees take effect immediately for all rentals occurring after January 1, 2017.



**CITY OF SAMMAMISH  
WASHINGTON**

**RESOLUTION NO. R2016-\_\_\_\_\_**

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**A RESOLUTION OF THE CITY OF SAMMAMISH, WASHINGTON,  
AMENDING RESOLUTION R2015-655 AND THE CITY'S MASTER FEE  
SCHEDULE**

**WHEREAS**, Sammamish Ordinance No. O99-46 established the City's Master Fee Schedule; and

**WHEREAS**, Sammamish Ordinance No. O2002-114 repealed Ordinance No. 099-46 and adopted a new Master Fee Schedule, which may be amended or replaced by means of a resolution; and

**WHEREAS**, during 2015, a Facility Rental Fee Market Analysis was conducted to review and recommend rental fees for the City of Sammamish recreation facilities including the picnic shelters, the Beaver Lake Pavilion and Lodge, the Commons Hall and the synthetic and natural turf fields; and

**WHEREAS**, on October 7, 2015, the Parks and Recreation Commission reviewed the Facility Rental Fee Market Analysis results and made a recommendation to modify the facility rental fees; and

**WHEREAS**, on October 16, 2015, the City Council, in a joint meeting with the Parks Commission, reviewed the Facility Rental Fee Market Analysis results and requested additional analysis on the synthetic turf field fees; and

**WHEREAS**, on April 5, 2016, the City Council, in a joint meeting with the Parks Commission, reviewed new information on synthetic turf field operational and capital costs and further discussed facility rental fees without action; and

**WHEREAS**, on July 7, 2016 the Finance Committee reviewed the Facility Rental Fee Market Analysis and directed further study; and

**WHEREAS**, on September 1, 2016, the Finance Committee discussed additional information and then recommended the proposed fee adjustments be presented to City Council; and

**WHEREAS**, the City Council finds that the Master Fee Schedule should be amended to incorporate new and clarified fee information;

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

**Section 1. Master Fee Schedule Amended.** The Parks and Recreation section of the City of Sammamish Master Fee Schedule is hereby amended to read as set forth in Exhibit A attached hereto and incorporated by reference.

**Section 2. Effective Date:** This Resolution shall take effect upon approval and the revised rental fees shall apply to all facility rental reservations taking place on or after January 1, 2017.

**PASSED BY THE CITY COUNCIL AT A REGULAR MEETING THEREOF ON THE 20<sup>th</sup>  
DAY OF SEPTEMBER, 2016.**

CITY OF SAMMAMISH

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

ATTEST/AUTHENTICATED:

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

Approved as to form:

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

Filed with the City Clerk:           September 14, 2016  
Passed by the City Council:  
Resolution No.:                       R2016-\_\_\_

## Exhibit A

 <b>FEE SCHEDULE</b>	
<b>PARKS AND RECREATION</b>	
Regulation, Product, or Service	2017 Fees
<b>Athletic Fields</b>	
Natural Turf Fields	
Youth	\$17.00 per hour
Adult	\$30.00 per hour
Field Prep	\$40.00 per prep
<b>Synthetic Turf Sports Fields</b>	
Youth	\$60.00 per hour
Adult	\$90.00 per hour
Field Lights	\$20.00 per hour
<b>Picnic Shelters</b>	
Tier I Rates:	
Half-Day	\$110.00
Full-Day	\$165.00
Tier II Rates:	
Half-Day	\$88.00
Full-Day	\$132.00
<b>Beaver Lake Lodge</b>	
Weekday	\$50.00 per hour
Weekend	\$140.00 per hour
Damage Deposit	\$500.00
<b>Beaver Lake Pavilion</b>	
Weekday	\$22.00 per hour
Weekend	\$33.00 per hour
Damage Deposit	\$250.00
Last-Minute Booking Discount - 2 Months Advance	
	25% Off
<b>Miscellaneous Fees</b>	
Event Fees (Negotiated)	
	\$100 to \$5,000
Concession Permit - Park Facilities and Fields (Percentage of Gross Receipts)	
	10%
<b>Banner Permit</b>	
One Side Banner	\$180.00
Two Side Banner	\$360.00
Memorial Park Bench Fee	
	\$2000 to \$2500 depending on bench selected

## Exhibit 1



## Memorandum

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DATE: October 19, 2015

TO: City Council

FROM: Hank Klein, Chair, Parks and Recreation Commission

RE: Facility Rental Fee Recommendations

---

The Parks and Recreation Commission was recently asked to review the City of Sammamish facility rental fees for the synthetic turf fields, the natural turf fields, the picnic shelters, the Beaver Lake Lodge, the Beaver Lake Pavilion and Council Chambers. We discussed these items at the Parks Commission meeting on October 7, 2015 and our unanimous recommendation to the City Council is to adjust the City facility use fees as follows:

**Discussion:**

In deciding on our recommendation to City Council we took several things into consideration: total cost recovery, input from Sammamish sports leagues, the effect a fee adjustment would have on Sammamish families, and the rates charged by nearby cities.

Synthetic Turf Fields:

Considerable time was spent discussing an increase to the fee for use of the City's synthetic turf fields as we feel this has the greatest potential impact on the Sammamish community. Current fees for the synthetic turf fields are \$56.00 per hour for youth and \$81.50 per hour for adults. In addition to these fees, when lights are required they are billed at \$20 per hour.

Current field fees are on the "high side" of the market when compared to neighboring jurisdictions. Increasing the fees, will therefore put us into an even higher bracket, which is not supported by the Parks Commission.

The Parks Commission recommends a minimal increase to \$60.00 per hour for youth and \$90.00 per hour for adults. These fee increases will reduce the City's annual subsidy from 48% to 42%. As a commission, we felt a modest increase was appropriate, but did not believe full-cost recovery was attainable through a fee increase alone without significantly burdening the Sammamish-based sports leagues.

As a Commission we also recommend the City Council consider lowering the hourly rate during periods of historically low use. We did not prepare a specific fee recommendation for off-peak use.

## Exhibit 2

### Natural Turf Fields:

The fees for natural turf fields are currently \$15.50 per hour for youth and \$25.50 per hour for adults. This results in an annual City subsidy of 36% or approximately \$40,000. The Parks Commission recommends a slight fee increase to \$17.00 per hour for youth and to \$30.00 per hour for adults. This fee increase would reduce the City's annual maintenance subsidy to approximately 30%.

### Picnic Shelters:

Picnic shelter rental rates were also reviewed by the Commission. The City's picnic shelter rates differ based on popularity, amount of time rented and Sammamish residency. The City's more popular shelters are charged at Tier I rates while other shelters are charged at Tier II rates. This fee strategy is consistent with our neighboring agencies.

The Parks recommends a half-day resident rental rate increase from \$101.50 to \$110.00 for Tier I shelters and from \$81.50 to \$90.00 for Tier II shelters. We also recommend increasing the full-day resident rates from \$152.50 to \$160.00 for Tier I shelters and from \$122.00 to \$130.00 for Tier II shelters. The non-resident rate will also increase.

### Beaver Lake Lodge:

When we discussed the Beaver Lake Lodge fees and usage it was apparent that the Lodge is underutilized. We believe a fee reduction is timely and will help maximize use of this facility. Currently, the weekday hourly resident and non-resident rates are \$51.00 and \$101.50 respectively. We recommend reducing these rates to \$50.00 and \$80.00 per hour.

Our recommendation is to reduce the weekend hourly resident rate from \$178.00 per hour to \$140.00 per hour and the weekend non-resident rate from \$203.00 per hour to \$170.00 per hour. The deposit will remain unchanged at \$500 per reservation.

The Parks Commission feels that reducing these rates along with improved marketing will increase usage at the Lodge.

### Beaver Lake Pavilion:

The Parks Commission recommends increasing the fees for the Beaver Lake Pavilion. We propose increasing the rate for residents from \$20.50 per hour to \$25.00 per hour and for non-residents from \$41.00 per hour to \$50.00 per hour. We recommend a similar increase for weekend hours.

### Council Chambers:

The Parks Commission recommends reducing the weekend rates for Council Chambers to align our fees with similar facilities in the market. Our recommendations is to decrease the weekend resident rate from \$101.50 per hour to \$70.00 per hour and to decrease the weekend non-resident rate from \$203.00 per hour to \$85.00 per hour. We support the staff recommendation to discontinue weekday rentals.

### **Conclusion:**

In conclusion, the recommendations stated above were unanimous and decided upon after a great deal of thought and discussion. We wanted to balance what was in the best interest of the City while also being mindful of the impacts to Sammamish residents.

## Exhibit 3.1 Picnic Shelter Rental Fees

Fee Proposal & Fee Comparison\*

Tier I**	Current Fee	Finance Committee Recommendation 9/1/2016	Parks Commission Recommendation 10/16/2015	Market AVERAGE	Market LOW	Market HIGH
Half Day	101.50	110.00	110.00	110.00	105.00	125.00
Full Day	152.50	165.00	160.00	169.00	130.00	205.00

Tier II	Current Fee	Finance Committee Recommendation 9/1/2016	Parks Commission Recommendation 10/16/2015	Market AVERAGE	Market LOW	Market HIGH
Half Day	81.50	88.00	90.00	80.00	65.00	105.00
Full Day	122.00	132.00	130.00	128.00	95.00	180.00

\*Comparison to City of Issaquah, City of Bellevue and City of Mercer Island.

\*\*Tier I Shelters are at Pine Lake Park and Ebright Creek Park.

## Exhibit 3.2 Beaver Lake Lodge Rental Fees

Hourly Fees & Fee Comparisons\*

	Current Hourly Fee	Finance Committee Recommendation 9/1/2016	Parks Commission Recommendation 10/16/2015	Market AVERAGE	Market LOW	Market HIGH
<b>Weekday</b>	51.00	50.00	50.00	127.00	88.00	150.00
<b>Weekend</b>	178.00	140.00	140.00	194.00	88.00	432.00
<b>Damage Deposit</b>	500.00	500.00	500.00			

\*Comparison to City of Issaquah, City of Bellevue and City of Bothell. Some agencies provide on-site staff to handle event set-up and clean-up.

## Exhibit 3.3 Beaver Lake Pavilion Rental Fees

Hourly Fees & Fee Comparisons\*

	Current Hourly Fee	Finance Committee Recommendation 9/1/2016	Parks Commission Recommendation 10/16/2015	Market AVERAGE	Market LOW	Market HIGH
<b>Weekday</b>	20.50	22.00	25.00	20.00	16.00	27.00
<b>Weekend</b>	30.50	33.00	40.00	24.00	18.00	40.00
<b>Damage Deposit</b>	250.00	250.00	250.00			

\*Comparison to City of Redmond, City of Issaquah, City of Bellevue and City of Mercer Island.

## Exhibit 3.4 Synthetic Turf Fields Rental Fees

### Cost Recovery Analysis

	Current Hourly Fee	Alternate #1 <i>Parks Commission &amp; Finance Committee Recommendation</i>	Alternative #2	Alternative #3
<b>Youth Hourly Rental Rate</b>	56.00	60.00	70.00	85.00
<b>Adult Hourly Rental Rate</b>	81.50	90.00	100.00	115.00
Estimated Annual Revenue	306,937	330,390	382,600	460,915
Less Estimated Annual Maintenance	109,475	109,475	109,475	109,475
<b>SUBTOTAL</b>	<b>197,462</b>	<b>220,915</b>	<b>273,125</b>	<b>351,440</b>
Annual Payment to Turf Replacement Fund	360,000	360,000	360,000	360,000
<b>ANNUAL NET</b>	<b>(162,539)</b>	<b>(139,085)</b>	<b>(86,875)</b>	<b>(8,560)</b>
City Subsidy of Operating Costs	0%	0%	0%	0%
City Subsidy of Turf Replacement Fund	45%	39%	24%	2%

## Exhibit 3.5 Synthetic Turf Fields Rental Fees

Hourly Fees & Fee Comparisons\*

	Current Hourly Fee	Finance Committee Recommendation 9/1/2016	Parks Commission Recommendation 10/16/2015	Market AVERAGE	Market LOW	Market HIGH
<b>Youth</b>	56.00	60.00	60.00	45.00	37.00	55.00
<b>Adult</b>	81.50	90.00	90.00	70.00	46.00	109.00
<b>Lights</b>	20.00	20.00	20.00	24.00	17.00	32.00

\*Comparison to City of Issaquah, City of Bellevue, City of Redmond, King County, ISD, LWSD & Starfire

## Exhibit 3.6 Natural Turf Field Rental Fees

Cost Recovery Analysis

	Current Hourly Fee	Alternate #1 <i>Parks Commission &amp; Finance Committee Recommendation</i>	Alternative #2	Alternative #3
<b>Youth Hourly Rental Rate</b>	15.50	17.00	20.00	25.00
<b>Adult Hourly Rental Rate</b>	25.50	30.00	30.00	35.00
Estimated Annual Revenue	67,941	74,898	87,120	108,430
Less Estimated Annual Maintenance	117,427	117,427	117,427	117,427
<b>ANNUAL NET</b>	<b>(49,486)</b>	<b>(42,529)</b>	<b>(30,307)</b>	<b>(8,997)</b>
City Subsidy of Operating Costs	42%	36%	26%	8%
City Subsidy of Capital Improvement	100%	100%	100%	100%

\*Does not account for capital repairs and/or major maintenance projects at natural turf fields.

## Exhibit 3.7 Natural Turf Field Rental Fees

Hourly Fees & Fee Comparisons\*

	Current Hourly Fee	Finance Committee Recommendation 9/1/2016	Parks Commission Recommendation 10/16/2015	Market AVERAGE	Market LOW	Market HIGH
Youth	15.50	17.00	17.00	15.00	10.00	18.00
Adult	25.50	30.00	30.00	28.00	15.00	45.00
Field Prep (One Time Fee)	40.00	40.00	40.00	38.00	15.00	60.00

\*Comparison to City of Issaquah, City of Bellevue, City of Mercer Island, ISD and King County.

Exhibit 3



**Meeting Date:** September 20, 2016

**Date Submitted:** 9/14/2016

**Originating Department:** Facilities Department

**Clearances:**

- |  |  |  |
|--|--|--|
| <input type="checkbox"/> Attorney                | <input type="checkbox"/> Community Development | <input type="checkbox"/> Public Safety         |
| <input type="checkbox"/> Admin Services          | <input type="checkbox"/> Finance & IT          | <input type="checkbox"/> Public Works          |
| <input checked="" type="checkbox"/> City Manager | <input type="checkbox"/> Parks & Recreation    | <input checked="" type="checkbox"/> Facilities |

**Subject:** Contract for fire system monitoring, inspections, repairs and emergency services at City-owned buildings.

**Action Required:** Authorize the City Manager to execute a contract with Fire Protection, Inc. for fire system monitoring, inspections, repairs and emergency services at City-owned buildings.

**Exhibits:**

1. Contract
2. Bid Tab

**Budget:** \$151,500 is allocated in the adopted 2016 Facilities Department budget for Professional Services. These services are also included in the 2017-18 Biennial Budget proposal.

**Summary Statement:**

This is a contract with Fire Protection, Inc. for fire system monitoring, inspections, repairs and emergency services at City-owned buildings.

A request for proposals (RFP) for fire system maintenance and monitoring services was issued on August 10, 2016. Two firms responded to the RFP. Fire Protection, Inc. was identified as the lowest responsible bidder.

This contract will support 6 City-owned buildings including City Hall, the Maintenance and Operations Center (MOC), the Beaver Lake Lodge, the Beaver Lake Shop, the Recreation Center (leased by the Boys and Girls Club) and the Mars Hill Church Facility.

**Background:**

The City has historically contracted for fire monitoring and inspection services. The previous contracts were less than \$15,000 and were signed under the City Manager's signing authority.

The funds approved for the initial 2016 contract were not sufficient to meet the maintenance and inspection needs for City facilities in 2016, thus staff decided to issue an RFP for services to complete the remaining work in 2016 and also address the work anticipated in 2017.

The contract includes routine annual inspections for buildings with fire systems. The inspection process verifies that all components of the fire suppression system are working, including the strobes, alarms, communication systems and the HVAC shut-off. The fire extinguishers are also inspected. Based on the low bid, the cost for annual inspections is \$5,301.48 + tax and fire extinguisher inspections are billed per unit at \$5.83 each + tax.

The other major component of this contract is 24-7 monitoring of the fire systems in all of the facilities. All of the City buildings are tied into monitoring systems via phone lines that alert the monitoring company when any of the fire systems are activated. The monitoring cost is about \$2,760.00 annually.

This year, we are required to perform 5-year inspections on the wet and dry sprinkler systems on all of the City buildings. This work was not anticipated at the beginning of the year, which was the primary reason the current contract did not have sufficient funds. The cost for the 5-year inspections is approximately \$2,500 + tax for each building and inspection services are needed at the MOC, City Hall, the Recreation Center and Mars Hill for a total estimated cost of \$10,000 + tax. This work will be performed in 2016.

The contract also includes cleaning and testing the range hoods in the kitchens at the Beaver Lake Lodge and Mars Hill. Each of the range hoods has its own fire suppression system, separate from the overall building fire suppression system. The testing of the range hoods is part of the base price for testing and inspections. Hood cleaning is performed at an hourly rate of \$125.00 + tax.

On occasion, it is necessary to perform repair and maintenance on the fire suppression systems, which is outside of the basic inspection and monitoring scope of work. The callout rate for maintenance and repair services is \$210.00 per call with an hourly rate of \$125.00 thereafter.

An additional authorization amount will be requested to address unforeseen repair and maintenance items. There is no guarantee that the full contract amount will be needed or expended. Work tasks performed under the repair and maintenance portion of this agreement will be assigned to the contractor on an as needed basis and billed to the respective maintenance or project line item.

**Financial Impact:**

\$151,500 is allocated in the adopted 2016 Facilities Department Budget for Professional Services. These services are also included in the 2017-18 Biennial Budget proposal.

The staff recommendation is to authorize a base contract in the amount of \$20,000 + tax to cover the remaining monitoring and inspection services in 2016 and all of 2017. An additional management reserve of \$10,000 + tax is requested to address unforeseen maintenance and repair services.

**Recommended Motion:**

Authorize the City Manager to execute a contract with Fire Protection, Inc. in the amount of \$20,000 + tax for annual fire system maintenance, inspections and 5-year inspections on City facilities and authorize a management reserve fund in the amount of \$10,000 for a total not-to-exceed authorization amount of \$30,000 + tax.



## SMALL PUBLIC WORKS MAINTENANCE CONTRACT

Between: City of Sammamish and Fire Protection Inc  
Project: Fire System Monitoring, Inspection and Repair Services  
Commencing: October 1, 2016  
Terminating: December 31, 2017  
Amount: 20,000.00 plus w.s.s.t

**THIS CONTRACT**, is made and entered, by and between the CITY OF SAMMAMISH, a Washington municipal corporation (the "City"), and Fire Protection Inc, (the "Contractor").

### RECITALS

**WHEREAS**, the City desires to contract with the Contractor for Fire System Monitoring, Inspection and Repair Service

**WHEREAS**, pursuant to the invitation of the City, extended through the eCityGov Shared Procurement Portal Small Works Roster, of which the City of Sammamish is a member, the Contractor did file with the City a proposal containing an offer; and

**WHEREAS**, the City has determined that the contractor's offer was the lowest responsive and responsible quote submitted;

**NOW THEREFORE**, in consideration of the terms and conditions contained in this Contract, the parties covenant and agree as follows:

**1. Scope of Work to be Accomplished.** The Contractor shall perform the work described in Exhibit "A" of this contract ("Work"). The Contractor shall provide and bear the expense of all equipment, materials, work and labor of any sort whatsoever that may be required for the transfer of materials and for constructing and completing the Work provided for in this Contract, unless otherwise specified in the attached plans and specifications.

**2. Contract Documents.** The Contract between the parties includes this contract, along with any Special and General Conditions, the project quote, any required ~~Performance Bond or optional 50% Retainage Bond Waiver~~, L&I form Statement of Intent to Pay Prevailing Wages - Public Works Contract, ~~any required Declaration of Option for Management of Statutory Retained Percentage~~, Certificate of Insurance naming City as additional insured, copy of Contractor's state contractor license and UBI number, copy of Contractor's city business license, which are all hereby incorporated by reference and made a part of this contract as if fully set forth herein, and shall be referred to collectively as the "Contract."

**3. Payment.** The Contractor shall submit properly certified invoices for the Work performed. The City agrees to pay the Contractor for the actual work completed to the satisfaction of the City and in conformance with this Contract. Upon acceptance of payment, Contractor waives any claims against the City related to the Work covered by the invoice.

The Contractor shall complete and return to the City Exhibit “B” or a W-9 Request for Taxpayer Identification Number and Certification, prior to or along with the first invoice submittal. The City shall pay the Contractor for services satisfactorily rendered within ten days after City Council approval of such payment.

**4. Warranties/Guaranty.**

4.1 Contractor warrants that all Work conforms to the requirements of the Contract and is free from any defect in equipment, material, design, or workmanship performed by Contractor or its Subcontractors and Suppliers. The warranty period shall be for the longer period of: one year from the date of the City’s final acceptance of the entire Work or the duration of any special extended warranty offered by a Contractor, a supplier or common to the trade.

4.2. With respect to all warranties, express or implied, for Work performed or materials furnished according to the Contract, Contractor shall:

1. Obtain all warranties that would be given in normal commercial practice from the supplier and/or manufacturer;
2. Prior to final acceptance require all warranties be executed, in writing, for the benefit of the City;
3. Enforce all warranties for the benefit of the City; and,
4. Be responsible to enforce any warranty of a subcontractor, manufacturer, or supplier, should they extend beyond the period specified in the Contract.

4.3 If, within an applicable warranty period, any part of the Work is found not to conform to the Contract, the Contractor shall correct it promptly after receipt of written notice from the City to do so. In the event the City determines that Contractor corrective action is not satisfactory and/or timely performed, then the City has the right to either correct the problem itself or procure the necessary services, recommendations, or guidance from a third party. All damages incurred by the City and all costs for the City's remedy shall be reimbursed by the Contractor.

4.4 The warranties provided in this section shall be in addition to any other rights or remedies provided elsewhere in the Contract or by applicable law.

**5. Change Orders.** Changes to the scope of work to be performed, of the amount of the contract sum, or in the time for completion of the work, may be accomplished only by a written document, signed by the Contractor and the City. Once effective, the Contractor shall proceed promptly with the Work as modified, unless otherwise provided in the change order.

## Exhibit 1

**6. Insurance.** The Contractor shall procure and maintain for the duration of the contract, 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 Contractor, its agents, representatives, employees or subcontractors. The Contractor shall provide a Certificate of Insurance evidencing:

6.1 Automobile Liability insurance with limits no less than \$1,000,000 combined single limit per accident for bodily injury and property damage;

6.2 Commercial General Liability insurance written on an occurrence basis with limits no less than \$1,000,000 combined single limit per occurrence and \$1,000,000 aggregate for personal injury, bodily injury and property damage. Coverage shall include but not be limited to: blanket contractual; products/completed operations; broad form property damage; explosion, collapse and underground (XCU) if applicable; and employer's liability; and

6.3 Worker's Compensation insurance at the limits established by the State of Washington. Any payment of deductible or self-insured retention shall be the sole responsibility of the Contractor.

The City shall be named as an additional insured on the insurance policy, as respects work performed by or on behalf of the Contractor, and a copy of the endorsement naming the City as additional insured shall be attached to the Certificate of Insurance. The Contractor's insurance shall be primary insurance as respects the City and the City shall be given thirty (30) days prior written notice of any cancellation, suspension or material change in coverage.

## 7. Prevailing Wages/Prevailing Wages

~~7.1 Performance Bond. Upon execution of this contract, as required by RCW 39.08, the Contractor shall furnish a surety bond in the full amount of the contract price, plus State sales tax, which shall guarantee the faithful performance of the Contract and the payment of all labor, mechanics, subcontractors, and material and all persons who supply them with provisions, equipment, labor or supplies for carrying out the work under this contract. This bond shall be in force until completion of the project and acceptance by the City and also upon such period thereafter during which the law allows liens to be filed and sued upon. This performance bond shall be furnished by a corporate surety company authorized to do business in the State of Washington, by a company acceptable to the City and on the form attached hereto as Exhibit "C".~~

- 7.2 Prevailing Wages. The work under the Contract **may** be subject to the prevailing wage requirements of Chapter 39.12 RCW, as amended or supplemented. **If this Contract is subject to prevailing wage requirements**, the Contractor, each of its subcontractor(s) and other person(s) doing any work under the Contract shall pay all laborers, workers or mechanics not less than the prevailing rate of wage for an hour's work in the same trade or occupation in the locality within the State of Washington where such labor is performed as required by law. The prevailing rate of wage to be paid to all workman, laborers or mechanics employed in the performance of any part of this Contract shall be in accordance with the provisions of Chapter 39.12 RCW, as amended, and the

rules and regulations of the Department of Labor and Industries. The rules and regulations of the Department of Labor and Industries and the schedule of the prevailing wage rates for the Industrial Statistician of the Department of Labor and Industries, are by reference made a part of this contract as though fully set forth herein. These rates may be accessed on the internet at <https://fortress.wa.gov/lni/wagelookup/prvWagelookup.aspx>

Pursuant to RCW 39.12, prior to payment by the City, the Contractor must submit -- on behalf of itself and each and every subcontractor at every tier -- a "Statement of Intent to Pay Prevailing Wages," which must be approved by the Department of Labor and Industries prior to its submission. Within fifteen (15) days of the final acceptance of the Contractor's work under this Contract, the Contractor must submit -- on behalf of itself and every subcontractor -- an "Affidavit of Wages Paid".

OR

At the option of the City, the Contractor may use the combined Statement of Intent to Pay Prevailing Wages and Affidavit of Wages Paid form. Contractor must meet the Washington State Department of Labor and Industries criteria for use of the form. Combined forms may be requested from the City.

**8. Assignment/Delegation.** The Contractor shall not assign this contract nor delegate any duties hereunder without prior written consent of the City, which consent may be withheld by the City in its sole subjective discretion for any cause whatsoever.

**9. Applicable Law; Venue.** This Contract shall be subject to, and the Contractor shall at all times comply with, all applicable federal, state and local laws, regulations, and rules, including the provisions of the City of Sammamish Municipal Code and ordinances of the City of Sammamish. Venue for any action arising from or related to this Contract shall be exclusively in King County Superior Court.

The Contractor will be required to obtain a City of Sammamish business license prior to performing any services and maintain the business license in good standing throughout the term of its agreement with the City. A city business license application can be found at: <http://www.bls.dor.wa.gov/cities/sammamish.aspx>.”

## **10. Termination.**

10.1 The City reserves the right to terminate or suspend this Contract 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 Contractor pursuant to this Contract shall promptly be submitted to the City

10.2 In the event this Contract is terminated or suspended, the Contractor shall be entitled to payment for all services satisfactorily performed and reimbursable expenses incurred to the date of termination.

10.3 This Contract may be terminated immediately if the Contractor's insurance coverage is canceled for any reason, or if the Contractor fails to timely perform the services or defaults on any other material obligations under this Contract.

10.4 Any termination of this Contract shall not prevent the City from seeking any legal or equitable remedies it may otherwise have against the Contractor for the violation or nonperformance of any provisions of this Contract.

**11. Duration.** This contract may be renewed at the City's option for up to two (2) additional one year terms. Compensation will be adjusted based on any increase in the June to June Seattle Consumer Price Index –Urban (CPI-U) rate.

**12. Indemnification/Hold Harmless.** The Contractor shall defend, indemnify and hold the City, its officers, officials, employees and volunteers harmless from any and all claims, injuries, damages, losses or suits, including attorney fees, arising out of or in connection with the performance of this Contract, except for injuries and damages caused by the sole negligence of the City.

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

It is further specifically and expressly understood that the indemnification provided herein constitutes the Contractor's waiver of immunity under Industrial Insurance, Title 51 RCW, solely for purposes of indemnification. The parties have mutually negotiated this waiver. The provisions of this section shall survive the expiration or termination of this Contract.

Furthermore, the Contractor shall cause each and every Subcontractor to provide insurance coverage that complies with all applicable requirements of the Contractor-provided insurance as set forth herein, except the Contractor shall have sole responsibility for determining the limits of coverage required to be obtained by Subcontractors. The Contractor shall ensure that the City is an additional insured on each and every Subcontractor's Commercial General liability insurance policy using an endorsement at least as broad as the Insurance Services Office Additional Insured endorsement CG 20 38 04 13.

**13. Independent Contractor.** For all purposes, the Contractor shall be deemed an independent contractor and shall not be deemed an employee or agent of the City for any purpose.

**14. Wages and Other Costs.** The City assumes no responsibility for the payment of any compensation, wages, benefits, or taxes owed by the Contractor by reason of this Contract. The Contractor shall indemnify and hold the City, its officers, agents, and employees, harmless

Exhibit 1

against all liability and costs resulting from the Contractor's failure to pay any compensation, wages, benefits or taxes.

**15. Waiver.** Waiver by the City of any breach of any term or condition of this Contract shall not be construed as a waiver of any other breach.

**16. Attorneys Fees.** In the event any action is brought by either party to enforce the terms of this Contract or for breach of this contract by the other party, the parties agree that the non-prevailing party shall pay to the prevailing party reasonable attorney fees and expert witness fees, costs and disbursements incurred by such party.

**17. Entire Contract/Binding Effect.** This Contract constitutes the entire agreement between the parties hereto.

**18. Modification.** No amendment or modification of this Contract shall be of any force or effect unless it is in writing and signed by the parties.

**19. Severability.** If any provision of this Contract is held invalid, the remainder shall not be affected thereby if such remainder would then continue to conform to the terms and requirements of applicable law, and shall continue in force and effect.

**20. Notices.** Any notice required by this Contract may be delivered personally or mailed, certified with return receipt requested. If mailed, notice shall be deemed given upon the first business day after the date of the postmark. Notices shall be delivered or mailed to the following:

**TO CITY:**

City of Sammamish, and  
Facilities Department

Contact Name: Andrey Polyanskiy

Street Address: 801 228<sup>th</sup> Avenue SE

City, State, Zip: Sammamish, WA 98075

Phone: (425) 952-2119

Contact email: apolyanskiy@sammamish.us

**TO CONTRACTOR:**

Contractor:  
Fire Protection, Inc.

Contact Name: Sam Ozturgut

Street Address: 1730 Gibson Road,

City, State, Zip: Everett, WA 98204

Phone: 425.290.9600

Contact email: sam@fpiseattle.com

Exhibit 1

CITY OF SAMMAMISH, WASHINGTON

CONTRACTOR, WASHINGTON

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

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

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

Title: Sam Ozturgut - Sales Manager  
\_\_\_\_\_

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

Date: 9/13/16  
\_\_\_\_\_

Attest/Authenticated:

Approved as to Form:

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

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

## EXHIBIT A

### SCOPE OF WORK

#### 3.05 Scope of Services

Required Services

Provide fire system monitoring, inspection and testing as required by the local fire code official. Fire system equipment includes but is not limited to the panel, detectors, sprinklers, pumps, compressors, fittings and all supporting wiring, sensors, relays and piping. This is applicable to all City of Sammamish facilities as outlined in Proposal Form #1, Facility List. Also required is the ability to provide repair service to fire system components. Deficiencies, troubleshooting, call outs and repairs are considered additional services and the cost associated is outlined in Proposal Form #1A, Additional Work Rate Schedule. All additional work is to be approved by the owners representative prior to proceeding with work.

Responsibilities

1. The vendor shall furnish all labor, tools, specialized equipment, material, supplies, supervision and transportation to perform quarterly Elevator repair and maintenance services as specifically outlined in this section.
2. The vendor shall ensure that employees comply with all City of Sammamish and Washington State Industrial regulations and practices.
3. The vendor's employees shall conduct themselves on site in a workmanlike manner at all times. Employees shall be courteous, neat in appearance and wear visible vendor identification.
4. The Contract Administrator or appointed representative shall inspect work performed by the vendor on a regular basis. In the event of work performance deficiencies, the Contract Administrator shall notify the vendor. Notification may be verbal or written. The City may choose to:
  - a. Require the vendor to rectify the deficiency within 24 hours and/or,
  - b. Collect liquidated damages as specified in the Contract. , except proprietary systems.
5. The vendor shall provide a list of employees to the Contract Administrator. Each employee must have visible identification listing employee's name and identifying the vendor.
6. The vendor or his/her employees shall not remove or consume any property belonging to the City or City employees. This includes any articles that may be deposited for disposal in trash receptacles.
7. Equipment and supplies belonging to the City shall not be transferred from one job site to another by the vendor without permission of the Contract Administrator.
8. The vendor and his/her employees may not use City property, including telephones, for personal use unless given permission by an authorized City representative.

## Exhibit 1

9. Smoking shall not be permitted in any City Building or on City grounds.
10. The vendor shall not be issued gate and storage access key set.
11. The vendor and his/her employees shall ensure that all gates/doors giving access to City facilities are secured. Failure to properly secure City facilities may result in a reduction of payment and/or collection of damages as specified in the Contract.
12. The vendor shall report any damage or potential hazard involving facility property immediately to the Contract Administrator during normal business hours, 9:00 am – 5:00 pm. An afterhours City contact list will be provided (upon award of contract). Emergencies that occur after office hours shall be reported to the Police/Fire Communications Center, (call 911).
13. Hazardous conditions shall be immediately remedied or secured to prevent further damage and/or to protect visitors from injury. It is the vendor's responsibility to provide close supervision of maintenance operations and management of the work sites.
14. Incidents, altercations or accidents involving facility visitors, vendor's employees or City employees shall be reported to the Contract Administrator in a timely manner. The Contract Administrator, at his/her discretion, may require a written report from the vendor describing the incident or accident.
15. The vendor must show evidence of service technician journey level licensing and training certifications for fire system maintenance.
16. The vendor must be licensed fire maintenance contractor with five (5) or more years of experience servicing similar types of fire system equipment.
17. The vendor must have the ability to dedicate two specific journey level, experienced and familiar with fire alarm systems, service technicians (one primary and one back up technician), for the duration of the contract.
18. The vendor must have experience servicing similar types of fire system equipment.
19. At each inspection, the contractor/service technician shall provide to the contract administrator / project manager a detailed report of the work done clearly identifying the condition of the fire system and receive signature for the service performed from the contract administrator /project manager.
20. The vendor shall advise the contract administrator of any necessary repairs and an approximate cost to complete the repairs. Approval from the contract administrator shall be necessary before any repairs can take place.
21. The vendor shall keep records of all maintenance and repairs performed to city owned equipment and must be accessible to the contract administrator or city staff at all times.

## Exhibit 1

### Equipment and Supplies

1. The vendor shall furnish all tools, material, supplies and equipment to perform fire system maintenance services as specifically outlined in this section.
2. The vendor shall notify the Contract Administrator immediately, in the event of any equipment failure (City owned equipment) or unsafe working condition.

### Waste/Materials Disposal

1. The vendor shall select his/her own sites for disposal of trash, debris, and unsuitable materials collected under the conditions of the contract. In no case shall trash, debris, or unsuitable materials be disposed upon City property or any property contiguous thereto.
2. The vendor is solely responsible for any and all damages, fines or penalties for improper disposal of waste material, and for any other actions which he/she performs. The vendor holds the City faultless and free from liability for any and all damages and costs incurred as a result of the vendor's actions.
3. It shall be the responsibility of the vendor to pay all fees and costs incurred in the disposal of waste material.

### On-Call Services

1. The vendor shall provide a 24 hour, 7 days per week on-call service phone number to handle customer service needs and emergencies after-hours.
2. Emergency calls will require a service technician to be on site within four (4) hours after the initial request has been made.

## Proposal Form #1

### Facility List

<u>Inspection</u>	<u>Price</u>	<u>Monitoring</u>	<u>Price</u>
<b>City Hall</b>		<b>City Hall</b>	
Fire Alarm	<u>\$214.50</u>	Fire Alarm	<u>\$300</u>
Wet Sprinkler (2)	<u>\$418.00</u>	Elevator	<u>\$240</u>
Dry Sprinkler	<u>\$242.00</u>	Area of Rescue	<u>\$240</u>
Pre-Action	<u>\$225.50</u>		
FM-200 Fire Suppression	<u>\$495.00</u>		
Extinguishers	<u>\$5.83</u>		
<b>MOC</b>		<b>MOC</b>	
Fire Alarm	<u>\$214.50</u>	Fire Alarm	<u>\$300</u>
Wet Sprinkler	<u>\$209.00</u>	Elevator	<u>\$240</u>
Dry Sprinkler	<u>\$242.00</u>	Security	<u>\$300</u>
Extinguisher	<u>\$5.83</u>		
<b>Beaver Lake Lodge</b>		<b>Beaver Lake Lodge</b>	
Fire Alarm	<u>\$214.50</u>	Fire Alarm	<u>\$300</u>
Extinguisher	<u>\$5.83</u>		
Hood	<u>\$720.00</u>		
<b>Beaver Lake Shop</b>		<b>Beaver Lake Shop</b>	
Extinguisher	<u>\$5.83</u>	Security	<u>\$300</u>
<b>Rec Center</b>			
Fire Alarm	<u>\$214.50</u>		
Wet Sprinkler	<u>\$209.00</u>		
Dry Sprinkler	<u>\$242.00</u>		
Extinguisher	<u>\$5.83</u>		
<b>Old Mars Hill</b>		<b>Old Mars Hill</b>	
Fire Alarm Panel	<u>\$235.00</u>	Fire Alarm Panel	<u>\$300</u>
Wet Sprinkler	<u>\$209.00</u>	Elevator	<u>\$240</u>
Dry Sprinkler	<u>\$242.00</u>		
Extinguisher	<u>\$5.83</u>		
Hood	<u>\$720.00</u>		

Total Cost for Annual Inspections \$5,301.48

Total Cost for Monitoring Services \$2,760.00

Signed: \_\_\_\_\_  


Dated: 8/24/16 \_\_\_\_\_

**Form #1A**

**Additional Work Rate Schedule**

**Standard Additional Work**

**Rate**

Worker 1	_____ \$125 _____ Hourly
Worker 2 (if required)	_____ \$125 _____ Hourly
Overtime Rate	_____ \$195 _____ Hourly
Part Markup	_____ 20 _____ Percent
Trip / Truck Charge	Yes      Yes / No
Trip / Truck Charge Amount	_____ \$85 _____ Dollar Amount

Extinguisher trip fee: \$50

**Emergency Service**

**Rate**

Worker 1	_____ \$225 _____ Hourly
Worker 2 (if required)	_____ \$225 _____ Hourly
Emergency Overtime Rate	_____ \$265 _____ Hourly
Trip / Truck Charge	Yes      Yes / No
Trip / Truck Charge Amount	_____ \$85 _____ Dollar Amount

Signed: \_\_\_\_\_



Dated: 8/24/16

EXHIBIT B  
CITY OF SAMMAMISH  
801 228<sup>th</sup> Avenue SE  
Sammamish, WA 98075  
Phone: (425) 295-0500  
Fax: (425) 295-0600

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:

- |   |  |                                     |
|---|--|-------------------------------------|
| <input checked="" type="checkbox"/> Corporation | <input type="checkbox"/> Partnership     | <input type="checkbox"/> Government |
| <input type="checkbox"/> Individual/Proprietor  | <input type="checkbox"/> Other (explain) | <input type="checkbox"/> Consultant |

TIN No.: 91-1875693

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

Print Name: Sam Ozturgut

Title: Sales Manager

Business Name: Fire Protection, Inc.

Business Address: 1730 Gibson Road Everett, WA 98204

Business Phone: 425-290-9600

9/13/16

Date



Authorized Signature (Required)



**PAYMENT AND PERFORMANCE BOND**

\_\_\_\_\_  
NOW AFORESAID THESE PRESENTS, that \_\_\_\_\_  
as Principal, and \_\_\_\_\_ as Surety, are jointly and severally held and bound unto the City of Sammamish  
in the sum of \_\_\_\_\_ dollars \_\_\_\_\_, for payment of \_\_\_\_\_ jointly and severally bind  
ourselves, our heirs, executors, administrators, and assigns, and successors and assigns, firmly by these  
presents, the condition of this bond subject to \_\_\_\_\_

\_\_\_\_\_  
WHEREAS, on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, the Principal herein made and entered into a  
certain contract with the City of Sammamish by the terms, conditions and provisions of \_\_\_\_\_ contract the  
said Principal agrees to furnish all material and do certain work to \_\_\_\_\_  
\_\_\_\_\_

As per maps and specifications made a part of said contract, \_\_\_\_\_ contract as so executed is hereunto  
attached, is now referred to, and by reference is incorporated, herein and made a part hereof, as fully for  
all purposes as if here set forth at length.

\_\_\_\_\_  
NOW, THEREFORE, the Principal herein shall faithfully and truly observe and comply with the  
terms, conditions and provisions of said contract in all respects, and shall well and truly and fully do and  
perform all matters and things by said Principal undertaken to be performed under said contract, upon the  
terms proposed therein, and within the time prescribed therein and, further, the Principal shall, as  
required by law, pursuant to 39.08 Revised Code of Washington, pay all laborers, mechanics, and  
subcontractors and material men, and all persons who shall supply such person or persons or  
subcontractors with provisions or supplies for the carrying on of such work, then and in that event this  
obligation shall be void but otherwise it shall be and remain in full force and effect.

WITNESS our hand and the \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_

\_\_\_\_\_  
PRIORITARY SURETY

By \_\_\_\_\_ By \_\_\_\_\_  
Title \_\_\_\_\_ Title \_\_\_\_\_  
Address \_\_\_\_\_ Address \_\_\_\_\_  
City/State/Zip \_\_\_\_\_ City/State/Zip \_\_\_\_\_  
Telephone \_\_\_\_\_ Telephone \_\_\_\_\_

**IMPORTANT:** Surety companies executing bonds must appear on the U.S. Treasury  
Department's most current list (Circular 570 as amended) and be authorized to transact  
business in the State of Washington, for the full amount of the contract.



**BID TAB - Facilities Department**  
 Fire System Inspection and Repair Services  
 Due Date: August 24, 2016 at 2:00 PM

BIDDER	Signed Proposal Form (Form #1)	Additional Rate Schedule (Form #1A)	Bidder Qualifications Certificate (Form #2)	Client References (Form #3)	Acknowledgements of Amendments (Form #4)	No Collusion Affidavit (Form #5)	Total Cost for Inspections	Total Cost for Monitoring	Extinguisher Inspection Unit Cost	Additional Work Hourly Rate	Minimum Service Charge (Truck + Min Hours)	<b>TOTAL Minimum Annual Charge</b>
Western States Fire	X	X	X	X	X	X	\$5,485.00	\$2,800.00	\$6.50	\$120.00	\$275.00	<b>\$8,566.50</b>
FPI	X	X	X	X	X	X	\$5,301.48	\$2,760.00	\$5.83	\$125.00	\$210.00	<b>\$8,277.31</b>





**Meeting Date:** September 20, 2016

**Date Submitted:** 9/13/16

**Originating Department:** Parks and Recreation

**Clearances:**

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

**Subject:** Design and Engineering Support for the Sammamish Landing ADA Access & Restroom Improvement Project

**Action Required:** Authorize the City Manager to execute a contract with HDR Engineering, Inc. for design and engineering support services for the Sammamish Landing ADA Access & Restroom Improvement Project.

**Exhibits:**

1. Contract
2. Graphic showing design concept

**Budget:** Approximately \$108,000 is remaining in the total funds authorized for the Sammamish Landing Phase II Parking Lot & ADA Improvements project. Additional funds needed to complete this project will come from the Parks CIP 2017-22 Ending Fund Balance.

**Summary Statement:**

This contract is for design and engineering support services for the Sammamish Landing ADA Access & Restroom Improvement Project. This project will revise and complete the pending Phase II and Phase III improvements at Sammamish Landing Park. This includes ADA access and stairs to the park, right of way modifications with ADA parking, a turning lane and refuge island for pedestrian crossing, repairs to the residential driveway impacted by recent construction and the improvements associated with the restroom installation.

Without these improvements, the park is not in compliance with federal laws. The Americans with Disabilities Act requires that at least one accessible route must be provided from accessible parking spaces, public streets, sidewalks etc. to the facility entrance they serve. HDR Engineering, Inc. has completed a concept level design, attached here as Exhibit 2. The design is an attempt to value engineer the project based on the last bid received in August, 2015 and restore the central stairs, which were critical to serve a high percentage of users. The highest costs on the original bid were for the railings and structural retaining walls. The value-engineering process has reduced quantities for these project components.

The redesign proposes structural fill to lower the height of the retaining walls and reduces the slope of the walkway from 8% to 5% for most of the stretch, thereby eliminating the need for railings. The length of the walkway is extended due to the change in slope, but the overall project costs will still be lower. The number of parking spaces west of the parkway will be reduced from five to three. The net anticipated savings is estimated to be about \$200,000.

The goal is to re-bid the project in early 2017. Construction is anticipated to start in March and will be complete by mid-June 2017, weather permitting.

Staff selected a qualified engineer through the MRSC Professional Services Roster. Based on work with projects of a similar nature, the experience and qualifications of the staff, familiarity with working on the project and the ability to meet the project timeline, HDR Engineering Inc. was selected for the project.

**Background:**

Sammamish Landing Park is the only stretch of land along Lake Sammamish that is in public ownership within the City limits. The Master Plan process (July 2008 – July 2010) was followed by Phase I improvements (January 2011 – March 2013). The first phase added two new docks, pocket beaches, trails, picnic shelters, portable restrooms and trails, but did not include parking. The park was a great success, however, and park users began parking along East Lake Sammamish Parkway. This parking did not suffice and caused some safety concerns, particularly in the summer when park usage was at its peak. Parking was further impacted when the City of Redmond eliminated on-street parking on 187<sup>th</sup> Avenue NE.

Phase II – Pedestrian Access & Parking Improvements

In October 2013, the City Council authorized funds for the second phase of improvements to build a parking lot on City-owned property, east of the parkway along with a pedestrian actuated crossing across the Parkway. Also included in the scope of work was an accessible switchback trail to bring people down the 20-foot elevation drop from the Parkway to the park to comply with ADA regulations.

A construction contract was awarded in July 2014, but terminated in July 2015 with the project left incomplete. Maintenance crews and a paving contractor worked to complete the parking lot and a temporary pedestrian access. The rest of the improvements were bid in August 2015 with only one bid received at approximately \$850,000 and significantly higher than the engineer’s estimate of \$520,000. Further analysis of the engineer’s estimate under current market conditions has revealed that the project costs were likely closer to \$809,000 during this bid window.

The remaining Phase II improvements are proposed to be completed in spring 2017.

Authorizations to date for Phase II:	\$2,603,694.50
<u>Expenditures to date for Phase II:</u>	<u>\$2,494,817.07</u>
Funds remaining for Phase II:	\$ 108,877.43

Additional funds needed to complete this project will come from the Parks CIP 2017-22 Ending Fund Balance.

Phase III – Restroom

In February 2015, the City Council authorized the purchase of a prefabricated restroom building to be installed after the completion of the Phase II Improvements. Due to the delay in the Phase II project, the

completed restroom building has been held at the fabrication facility in Oregon for over a year and is now proposed to be installed along with the remaining Phase II improvements.

2015-16 Parks CIP for Phase III:	\$340,000.00
<u>Expenditures to date for Phase III:</u>	<u>\$183,889.68</u>
Funds remaining for Phase III:	\$156,110.32*

*\*These funds are adequate to complete the installation of the restroom building and associated utilities.*

**Financial Impact:**

The total authorization amount requested for this contract is \$64,000. This includes a contract with HDR Engineering, Inc. in the amount of \$58,000. The remaining authorized amount of \$6,000 will cover additional services (if needed).

Approximately \$108,000 is remaining in the total funds authorized by City Council for the Sammamish Landing Phase II Parking Lot & ADA Improvements project. The funds are adequate to cover the design contract with HDR Engineering Inc., as well as any required additional survey and geotechnical engineering support.

Additionally, staff recommend the City Council allocate \$1,015,000 from the Parks 2017-22 CIP Ending Fund Balance for the construction of the ADA Access & Restroom Improvement project.

A summary of remaining costs for the Phase II portion of the project is provided below:

Phase II Construction Costs:	\$ 600,000
Driveway Repairs:	\$ 85,000
Planting & Irrigation (in-house):	\$ 40,000
Approx. allowance for taxes:	\$ 65,000*
Design Contingency:	\$ 65,000
Construction Contingency:	\$ 60,000
<u>Construction Administration:</u>	<u>\$ 100,000</u>
<u>Total Budget Estimate:</u>	<u>\$1,015,000</u>

*\*The right of way improvements will not be subject to WSST*

Sufficient funds remain in the Parks CIP to complete the Phase III restroom installation as previously described.

**Recommended Motion:**

Authorize the City Manager to execute a contract with HDR Engineering, Inc. for \$58,000 for design and engineering support services for the Sammamish Landing ADA access & Restroom Improvement Project and authorize an additional 10% contingency (total authorization not-to-exceed \$64,000) for additional services if needed.



**CITY OF SAMMAMISH  
AGREEMENT FOR SERVICES**

Consultant: HDR Engineering Inc.

This Agreement is entered into by and between the City of Sammamish, Washington, a municipal corporation, hereinafter referred to as the "City," and HDR Engineering 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. 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 " \_ "

A sum not to exceed \$58,000.00

\_\_\_ 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.

3. **Duration of Agreement.** This Agreement shall be in full force and effect for a period commencing upon execution and ending December 31, 2017, 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.** Consultant shall defend, indemnify and hold the City, its officers, officials, employees and volunteers harmless from any and all claims, injuries, damages, losses or suits including attorney fees, arising out of or resulting from the acts, errors or omissions of the Consultant in performance of this Agreement, except for injuries and damages caused by the sole negligence of the City. Should a court of competent jurisdiction determine that this Agreement is subject to RCW 4.24.115, then, in the event of liability for damages arising out of bodily injury to persons or damages to property caused by or resulting from the concurrent negligence of the Consultant

## Exhibit 1

and the City, its officers, officials, employees, and volunteers, the Consultant's liability, including the duty and cost to defend, hereunder shall be only to the extent of the Consultant's negligence. It is further specifically and expressly understood that the indemnification provided herein constitutes the Consultant's waiver of immunity under Industrial Insurance, Title 51 RCW, solely for the purposes of this indemnification. This waiver has been mutually negotiated by the parties. The provisions of this section shall survive the expiration or termination of this Agreement.

Furthermore, should subcontracting be agreed to by the parties, the Consultant shall cause each and every Subcontractor to provide insurance coverage that complies with all applicable requirements of the Consultant-provided insurance as set forth herein, except the Consultant shall have sole responsibility for determining the limits of coverage required to be obtained by Subcontractors. The Consultant shall ensure that the City is an additional insured on each and every Subcontractor's Commercial General liability insurance policy using an endorsement at least as broad as the Insurance Services Office Additional Insured endorsement CG 20 38 04 13.

### **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.

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

### **Minimum Scope of Insurance**

Consultant shall obtain insurance of the types described below:

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

### **Minimum Amounts of Insurance**

Consultant shall maintain the following insurance limits:

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

## Exhibit 1

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.

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.

Exhibit 1

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.

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:

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

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

Company Name HDR Engineering Inc.  
Contact Name Scott Johnson, PE  
Street Address 500 108<sup>th</sup> Avenue NE, Suite 1200  
City, State Zip Bellevue, WA 98004  
Phone Number (206) 826-4700  
Email [Scott.Johnson@hdrinc.com](mailto:Scott.Johnson@hdrinc.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.

The Consultant will be required to obtain a City of Sammamish business license prior to performing any services and maintain the business license in good standing throughout the term of its agreement with the City. A city business license application can be found at: <http://www.bls.dor.wa.gov/cities/sammamish.aspx>."

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.

CITY OF SAMMAMISH, WASHINGTON

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

Print Name: Lyman Howard

Title: City Manager

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

Attest/Authenticated:

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

CONSULTANT

By: 

Print Name: PAUL A FERRIER

Title: VICE PRESIDENT

Date: 9/9/16

Approved As To Form:

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



9/9/2016

City of Sammamish  
801 228<sup>th</sup> Avenue SE  
Sammamish, WA 98075

**RE: Sammamish Landing Restroom and Pedestrian Access Improvement Project**

Dear Ms. Myer and Mr. Endelman,

Enclosed is the scope of work and LOE fee estimate to complete engineering services for the Sammamish Landing Restroom and Pedestrian Access Improvement Project.

HDR is fully committed and vested in the successful completion of this project. Thank you for the opportunity to offer our services to the City. Should you require further clarification, please do not hesitate to contact the Project Manager, Scott Johnson, at (425)-468-1571 or [Scott.Johnson@hdrinc.com](mailto:Scott.Johnson@hdrinc.com).

Regards,  
HDR Engineering, Inc.

Scott Johnson, P.E.  
Project Manager

A handwritten signature in blue ink, appearing to read 'Paul Ferrier', with a long horizontal flourish extending to the right.

Paul Ferrier, P.E.  
Vice President



## Background

The Project revises and completes the improvements at the Sammamish Landing site to implement the restroom facility and ADA compliant pedestrian access to the park. Two previous iterations of this project have been completed by City consultants. HDR will utilize these previous plan and specification documents to guide the completion of the revised design package. The project will utilize the existing approved clear and grade permit and existing building permit set to expire in 2018, and will make modifications to the PSE permit. Completion of design work is anticipated by the 2<sup>nd</sup> week of January to facilitate a bidding period and start of construction before March 15<sup>th</sup>, weather permitting. Construction is scheduled to be completed prior to June 16, 2017.

The project will include 30%, 90% and 100% submittals. A review cycle including comment response and resulting review meeting will occur at each submittal. King County will provide a review at the 30% and 90% stage. The 100% submittal will result in final plans, specification package, and cost estimate to be advertised by the City of Sammamish. This Contract does not include construction services. Those will be negotiated in advance of the project award.

## Scope of Services

### Task 100: Project Management

#### OBJECTIVE

This task will include project coordination with the City and Consultant staff, invoicing and accounting on the project, and project setup.

#### HDR SERVICES

The Consultant will meet with the City representative to discuss project status and progress. HDR will provide invoicing using the City provided form and include a short progress report stating work included in the invoice and planned work for the next billing cycle.

#### CLIENT RESPONSIBILITIES

The client will arrange an agreeable time to discuss project progress on a bi-weekly basis. Meetings at City Hall will require client to reserve a conference room.

#### ASSUMPTIONS

- Coordination with City representative will be through phone calls, emails, and once a month in person meetings.
- The task order will be completed and closed out within 6 billing cycles.

#### DELIVERABLES

- Monthly Invoices and progress reports (Assume 6)

### Task 200: Coordination with Surveyor and Geotechnical Engineer

#### OBJECTIVE

This task includes coordination activities between the Consultant and the City contracted independent Surveyor and Geotechnical Engineer.

#### HDR SERVICES

HDR will complete the following activities as part of this task:

- Coordinate with the City to provide an exhibit outlining the survey needs to complete design of the project.
- Work with the independently contracted geotechnical engineer on wall types and design.

- Work with the independently contracted geotechnical engineer on the side slope design.
- Assimilate the new survey file received from the City into the project design files.

#### CLIENT RESPONSIBILITIES

The City of Sammamish will provide the following:

- The City will contract with and interface with the Surveyor to provide necessary information as requested by the Consultant.
- The City will contract with the Geotechnical Engineer to work with the Consultant design team and provide necessary information and recommendations as requested by the Consultant.
- The City will provide a design documentation memorandum including the geotechnical recommendations utilized on the project.

#### ASSUMPTIONS

- Consultant will be provided a final survey file combining the existing survey from WH Pacific and the new survey capturing the project limits completed by the City's surveyor. The file will be AutoCAD 2015.
- Geotechnical Engineer will provide recommendations for side slope tolerances and design details and specifications necessary to complete the design work.
- Geotechnical Engineer will provide recommendations for wall design criteria, details, and specifications necessary to complete the design work.
- Geotechnical Engineer will provide recommendations on how to properly handle the groundwater creek in the vicinity of the restroom facility.

#### DELIVERABLES

- No deliverables are included in this task.

### **Task 300: Permitting**

#### OBJECTIVE

This task includes work necessary to obtain permits for constructing the Project. The following permits/revisions will be sought:

- Amended description in Clear and Grade Permit.
- Extension of permit date for Restroom Permit.
- Coordination on limits of buffer impacts for the Critical Areas Permit.
- Resubmittal of the PSE Permit for the Restroom Power Connection.

#### HDR SERVICES

HDR will complete the following activities as part of this task:

- Coordinate with the City on design details and how they may impact the permits.
- Assist the City in developing the information required for the PSE permit resubmittal.
- Provide descriptions and quantities necessary to fill out permit revisions for the documents listed above.

#### CLIENT RESPONSIBILITIES

The City of Sammamish will provide the following:

- The City will pay for any application fees.
- The City will compile the permit applications.
- The City will complete the formal submittal of the Consultant prepared permit.

**ASSUMPTIONS**

- No wetland impacts are included in the project. Therefore no NEPA, JARPA, or HPA permits are required.
- No new permits will be required.
- PSE will request a resubmittal of the restroom power permit.
- Revised concept does not require full resubmittal of permits.

**DELIVERABLES**

- Project description text.
- Quantities of buffer impacts.

**Task 400: Preliminary Engineering (30%)**

**OBJECTIVE**

The objective of this task is to provide the City with a 30% design set of plans, and a preliminary cost estimate. The Consultant will work with the city to further define the concept developed as part of the Engineering Support Services On-Call Task Order No 7 and transfer that concept to the plan set. The 30% will include major elements of the proposed work and revisions to the plan sheets. Some detail sheets will be amended, but most will be left until the 90% submittal. See attachment for preliminary concept sketch that is assumed in this design.

**HDR SERVICES**

HDR will complete the following activities as part of this task:

- Revise/develop the following plan sheets for the project.

Sheet No.	Name
1	Cover
2	Site Preparation and TESC Plan
3	TESC Details
4	TESC Details
5	Site Plan
6	Grading Plan
7	Utility Plan
8	Pedestrian Island & Channelization Plan
9	Typical Sections
10	Channelization Details
11-12	Project Details
13	Railing Details
14	Drainage Details
15	Restroom Plan
16	Restroom Details
17-18	Wall Plan and Profile
19	Wall Details
20	Foundation Slab Plan
21	Stairway Details
22	Electrical Site Plan

- Provide a 30% level preliminary opinion of construction cost estimate breaking out items by unit cost and quantity.
- Quality Control Review of the Deliverables.
- Submit electronic PDF's of the 30% Plans and Estimate.
- Attend 30% Review Meeting.

#### CLIENT RESPONSIBILITIES

The City of Sammamish will provide the following:

- Existing AutoCAD files from 2 previous designs will be transferred to the Consultant.
- Available City of Sammamish AutoCAD standards.
- Coordinate with the franchise utilities and NE Sammamish Water and Sewer to arrange for service connections to future irrigation systems, outdoor shower, and the restroom facility.
- Coordinate with the franchise utilities for temporary relocation of the overhead facility during restroom construction. The previous plan includes de-energizing the line and dropping it to ground level during the restroom installation.
- Provide 30% Review Comments.
- Coordinate with King County on their review.
- Schedule and attend 30% Review Meeting.

#### ASSUMPTIONS

- WSDOT Standard Specification's 2016 will be used to control the construction, measurement, and payment of the project.
- Specification Package is not included at 30%.
- The Consultant will utilize the City of Sammamish available CAD standards for plan development.
- The review period will include a King County review. This review will be completed within 2 weeks.
- The City will consolidate the review comments into one coordinated set of documents for delivery to the Consultant.
- Review Meeting will be attended by 2 HDR personnel and City Staff.

#### DELIVERABLES

- 30% Design Plans and Opinion of Probable Construction Cost (Electronic PDF Submittal)

### **Task 500: Final Design Engineering (90% & 100%)**

#### OBJECTIVE

The objective of this task is to provide the City with a 90% and 100% set of plans, specifications, and cost estimate. The Consultant will work with the city to address comments from the 30% review and progress the design through the 90% and 100% design stages. The 100% design will be a final signed submittal ready for advertisement. As part of this task, the "Task Order No 1: Sammamish Landing Driveway" design will be incorporated to the plan and specifications of this project and included as part of the bid package.

**HDR SERVICES**

HDR will complete the following activities as part of this task for 90% design:

- Update the design reference AutoCAD files for the project to a 90% level.
- Develop the plan sheets and detail sheets to a 90% level.
- Incorporate the plan sheets from the Driveway project to this plan set.
  - Plan set will include the following sheets in addition to sheets prepared at 30%:

Sheet No.	Name
23-28	Driveway Repair Project Plans

- Provide a 90% level cost estimate breaking out items by unit cost and quantity.
- Provide a 90% package of the project specifications which will include the following:
  - The Appendix previously included for the restroom facility installation.
  - The advertisement plan set specifications from the On-Call Task Order No. 1 - Sammamish Landing Driveway.
  - The current version of the WSDOT specification amendments.
- Quality Control Review of the Deliverables.
- Submit electronic PDF's of the 90% Plans, Specifications, and Estimate.
- Attend 90% Review Meeting.

HDR will complete the following activities as part of this task for 100% design:

- Address review comments received in the 90% review meeting.
- Develop the plan sheets and detail sheets to a 100% level.
  - Plan set will include the same number of sheets submitted at 90%.
- Provide a 100% level cost estimate breaking out items by unit cost and quantity.
- Provide a 100% package of the project specifications which will include the following:
  - The elements included at 90% design and updated to incorporate comments received in the 90% review.
- Quality Control Review of the Deliverables.
- Submit electronic PDF's of the 100% Plans, Specifications, and Estimate.

**CLIENT RESPONSIBILITIES**

The City of Sammamish will provide the following:

- Coordinate with King County for the ROW needs of the project.
- Continue coordination with the franchise utilities to reach consensus on relocation requirements and agreements.
- Provide 90% Review Comments.
- Coordinate with King County on their review.
- Schedule and attend 90% Review Meeting.

**ASSUMPTIONS**

- WSDOT Standard Specification's 2016 will be used to control the construction, measurement, and payment of the project.
- The 90% review period will include a King County review. This review will be completed within 2 weeks.
- The City will consolidate the review comments into one coordinated set of documents for delivery to the Consultant.

- 90% Review Meeting will be attended by 2 HDR personnel and City Staff.
- Civil Engineering elements of the project will be stamped by a licensed Civil Engineer in the state of WA.
- Structural elements of the project will be stamped by a licensed Structural Engineer in the State of Washington.
- Electrical Engineering elements of the project will be stamped by a licensed Electrical Engineer in the State of Washington.

**DELIVERABLES**

- 90% Design Plans, Specifications, and Opinion of Probable Construction Cost (Electronic PDF Submittal)
- Response document addressing 30% and 90% review comments. (PDF)
- 100% Design Plans, Specifications, and Opinion of Probably Construction Cost (Electronic PDF Submittal and original file format of CAD / Word / Excel.)

**Task 600: Advertisement Support**

**OBJECTIVE**

This task is for the Consultant to provide engineering and technical assistance to the City during contract bid and award. Consultant services include:

**HDR SERVICES**

- Coordinate with the City on the dates to issue bid, bid opening, and length of bid period.
- Attend Contractor Pre-bid meeting at the Project Site.
- Respond to bidder questions both via the City of Sammamish and in direct verbal communications. Respond to construction RFI's and develop addendum documents to the plans and specifications for the project.

**CLIENT RESPONSIBILITIES**

- Administer the bid, issuing addendums, and bid opening.
- Coordinating Pre-bid meeting and RFI submittals/responses.

**ASSUMPTIONS**

- The City will lead the bidding process – including the advertising, bidder tracking and documentation, publication of the bid documents and addenda, and evaluation and award of the construction contract.
- HDR will be in a supporting role to answer questions and provide technical support during construction contract bidding and award.
- Two Consultant staff members (project manager and project engineer) will attend a pre-bid meeting on site. The meeting will last 1 hour in length.
- Consultant shall respond to RFI's during the bidding period. Responses to RFI's will be completed within 5 days of receiving the RFI.
- Construction Support is not included in this contract and will be negotiated separately.

**DELIVERABLES**

- RFI Response Emails.

## Schedule

Tentative Deliverable Dates are subject to change depending on project circumstances, review by external agencies, and weather.

### Design

- September 21st – NTP
- October 21<sup>st</sup> – 30% Design
- Oct 21<sup>st</sup> to Nov 4<sup>th</sup> – 30% Review Period
- November 4<sup>th</sup> – Review Meeting
- November 18<sup>th</sup> – Submit Clear and Grade Permit
- November 30<sup>th</sup> – 90% Design
- Nov 30<sup>th</sup> to Dec 14<sup>th</sup> – 90% Review Period
- December 14<sup>th</sup> – Review Meeting
- January 10<sup>th</sup> – 100% Design
- January 18<sup>th</sup> – Bid Period Begins

## Estimated Fees and Disbursements

Description of fee estimate is included as an appendix to this scope of work.

The estimated fee for the services included in this proposal is \$57,869.70.

## Terms and Conditions

This proposal is valid for thirty (30) work days from the date of submission. Thereafter, it may be subject to change.

EXHIBIT B



REQUEST FOR CONSULTANT PAYMENT

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

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

Consultant: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Email Address: \_\_\_\_\_

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: \_\_\_\_\_

<b>Finance Dept.</b>
Check # _____ Check Date: _____

EXHIBIT C



*TAX IDENTIFICATION NUMBER*

In order for you to receive payment from the City of Sammamish, you 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: \_\_\_\_\_

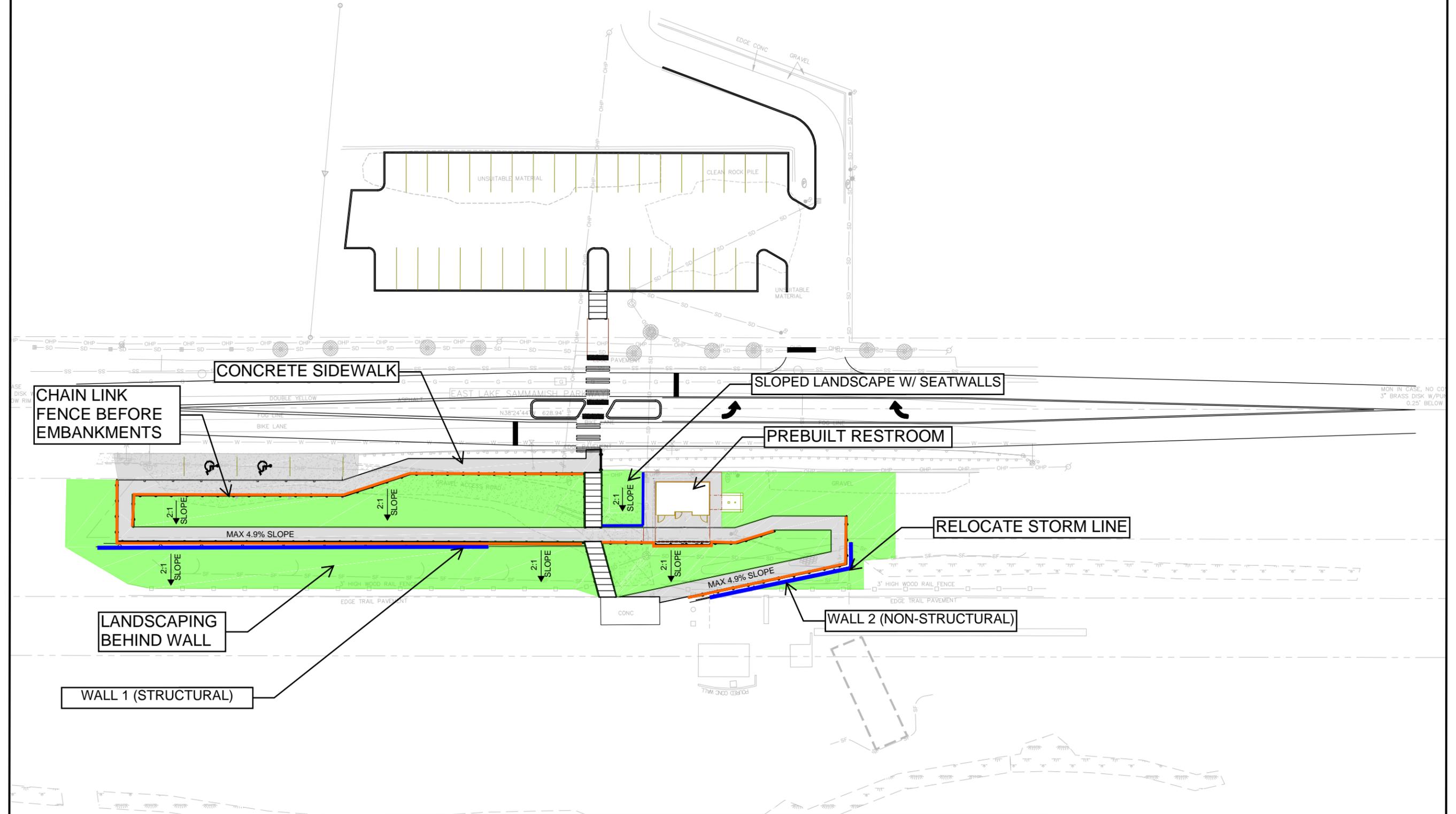
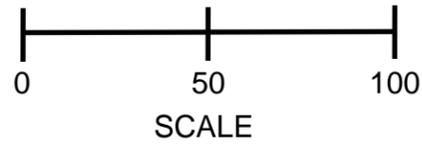
Business Address: \_\_\_\_\_

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

\_\_\_\_\_  
Date

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

NORTH



**SAMMAMISH LANDING ADA ACCESS  
& RESTROOM IMPROVEMENTS**





**Meeting Date:** September 20, 2016

**Date Submitted:** September 14, 2016

**Originating Department:** Public Works

**Clearances:**

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

**Subject:** *Storm and Surface Water Management Comprehensive Plan*

**Action Required:** Authorize the City Manager to amend Windward Environmental's consultant contract to include expanded scope of work and budget

**Exhibits:** Windward Environmental Consultant Supplemental Agreement scope and budget

**Budget:** The approved 2015-16 Mid-Biennial Budget allocates \$260,656 in the Surface Water Management Fund for Professional Services

**Summary Statement:**

Windward Environmental, LLC is currently under contract for an amount not to exceed \$149,899 to provide professional engineering and consulting services in support of the *2016 Storm and Surface Water Management Comprehensive Plan*. The proposed supplemental agreement will provide an expanded scope of work and budget for Windward Environmental, LLC for additional support to complete the final Plan documents, including SEPA and approval from the Department of Commerce. All provisions in the basic agreement will remain in effect except as expressly modified by this supplemental agreement.

**Background:**

The basic agreement was executed on March 28, 2012. City staff turn-over in Public Works resulted in multiple project managers and unanticipated multiple draft forms of the Plan. This resulted in inefficiencies in the report preparation. Additional support was requested for a more thorough public outreach and adoption process.

**Financial Impact:**

The budget for this work is included in the approved 2015-16 Mid-Biennial Budget, which allocates \$260,656 in the Surface Water Management Fund for Professional Services.

**Recommended Motion:**

Authorize the City Manager to sign a supplemental agreement with Windward Environmental, LLC for an amount not to exceed \$11,394.72 and to release the management reserve in the original contract of \$5,000.



## SUPPLEMENTAL AGREEMENT

Amendment Number: 5	Date: September 14, 2016
Project: Stormwater Comprehensive Plan Update	City Project number: N/A
Consultant: Windward Environmental LLC	Contract Number: C2012-119

The City of Sammamish (CITY) desires to amend the agreement with Windward Environmental LLC, for stormwater comprehensive planning. All provisions in the basic contract agreement remain in effect except as expressly modified by this amendment.

The changes to this agreement are described as follows:

- Release the management reserve of \$5,000 for assistance with SEPA and Department of Commerce submittals.
- Increase level of effort for Task 6 (Report Preparation) and Task 7 (Public Outreach) to help support City Council meetings and final report preparation.

Original Contract Amount:	Current Contract Amount	Net Change This Amendment	Estimated Contract Total After Change
<b>\$149,899.00</b>	<b>\$149,899.00</b>	<b>\$11,394.72</b>	<b>\$161,293.72</b>
_____ (Windward Env., LLC)		Approved: _____ City of Sammamish	
_____ 09/14/2016 Date		_____ Date	

## Exhibit 1



200 West Mercer St. • Suite 401 • Seattle, WA 98119  
Phone: 206.378.1364 • Fax: 206.973.3048 • www.windwardenv.com

## MEMORANDUM

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¶

**To:** Tawni Dalziel, PE, City of Sammamish  
**From:** Mike Yarnes, Windward Environmental  
**Subject:** Stormwater Comprehensive Plan Update Budget Addendum  
**Date:** September 14, 2016

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¶

Windward Environmental is requesting additional budget to complete the City of Sammamish (City) Stormwater Comprehensive Plan (comp plan) under contract number C2012-119. Additional items have been completed by the project team that were not included in the original scope of work and it is anticipated that the management reserve of \$5,000 and an additional \$11,394.72 will be required to finalize the comp plan and support the City through its adoption by the City council (council) in the fall of 2016. The additional scope of work required for the remainder of the project including assumptions, deliverables, budget and schedule are described below.

### **Task 6 - Report Preparation**

This will include conducting final revisions to the comp plan after the City and council review and comment on the document.

#### **Assumptions:**

The following assumptions are associated with this task:

- Final content revisions will be made in the main text of the document

- Writing the executive summary
- Reorganization as needed to prepare the document for final print
- Figure modifications if requested by the city will be charged to task 5
- A total of 50 hours of additional time for Erin Nelson is required
- Five hard copies printed and bound (\$450)

**Deliverables:**

The following deliverables are included in this task:

- Final Stormwater Comprehensive Plan Report incorporating changes requested in previous submittals. This report will be submitted electronically as an Adobe PDF® document, along with 5 hard copies.

**Task 7 - Public Involvement and Outreach**

This will include attending an additional three council meetings.

**Assumptions:**

The following assumptions are associated with this task:

- Attend three council meetings with follow up call and action items if required (8hrs each)

**Deliverables:**

- Summary notes

**Task 8 - Management Reserve**

This task currently has \$5,000 in reserve. The project team requests that the City authorize the use of this reserve and include additional funds in this task to support the project through its completion.

**Assumptions:**

The following assumptions are associated with this task.

- Provide assistance with SEPA and notifications to Department of Commerce (30hrs)

**Deliverables:**

- Draft and final SEPA checklist and notification to Department of Commerce

**Schedule and Budget**

The project is assumed to continue until December, 2016. Windward is requesting that the management reserve of \$5,000 be authorized for use and an additional \$11,394.72 be added to provide the level of service required to support the project. Table 1 shows the current budget through the end of August with the additional budget being requested for each task.

**Table 1. Current budget and requested increase for City of Sammamish Stormwater Comprehensive Plan.**

Task	Description	Total Budget	To be invoiced for August		Previously invoiced		Budget Remaining	% Budget Expended	hrs left	hrs increase request	Budget increase request
			Windward	Subs	Windward	Subs					
1	Project Management	\$16,430	\$113.93		\$8,172.88	\$6,548.11	\$1,595.08	90%	10.2	8.0	\$ 911.44
2	Evaluation of existing program	\$14,790			\$9,702.21	\$4,994.79	\$93.00	99%	0.6		
3	Stormwater Level of Service Determination	\$7,033			\$0.00	\$6,955.39	\$77.61	99%	0.5		
4	Needs Assessment and Gap Analysis	\$27,277			\$23,136.53	\$4,122.84	\$17.63	100%	0.1		
5	Concepts, Costs and Prioritization	\$35,124			\$15,960.67	\$16,506.49	\$2,656.84	92%	16.9		
6	Report Preparation	\$38,973		\$4,624.72	\$5,443.23	\$32,854.77	(\$3,949.71)	110%	(25.2)	50	\$ 8,288.50
7	Public Involvement and Outreach	\$5,272			\$0.00	\$3,581.66	\$1,690.34	68%	10.8	14.0	\$ 2,194.78
8	Management Reserve	\$5,000			\$0.00	\$0.00	\$5,000.00	0%	31.9		
<b>Totals</b>		<b>\$149,899</b>	<b>\$113.93</b>	<b>\$4,624.72</b>	<b>\$62,415.52</b>	<b>\$75,564.05</b>	<b>\$7,180.79</b>	<b>95%</b>	<b>45.8</b>	<b>72.0</b>	<b>\$11,394.72</b>

\*Executive summary and document revisions per first round of council member comments has been completed after the initial budget increase request on July 12, 2016.

\*\*Budget includes \$450 for five copies of the final Comp plan.

Exhibit 2



Sammamish, Washington

## ~ Proclamation ~

#DIAPERNEED

Diaper Need Awareness Week  
Sept. 26–Oct. 2, 2016

**Whereas**, Diaper Need, the condition of not having a sufficient supply of clean diapers to ensure that infants and toddlers are clean, healthy and dry, can adversely affect the health and welfare of infants, toddlers and their families; and

**Whereas**, national surveys report that one in three mothers experiencing diaper need at some time while their children are less than three years of age and forty-eight percent of families delay changing a diaper to extend their supply; and

**Whereas**, the average infant or toddler requires an average of 50 diaper changes per week over three years; and

**Whereas**, diapers cannot be bought with food stamps or WIC vouchers, therefore obtaining a sufficient supply of diapers can cause economic hardship to families; and

**Whereas**, a supply of diapers is generally an eligibility requirement for infant and toddlers to participate in childcare programs and quality early education programs; and

**Whereas**, the people of Sammamish recognize that addressing Diaper Need can lead to economic opportunity for the state's low-income families and can lead to improved health for families and their communities; and

**Whereas**, Sammamish is proud to be support community organizations that recognize the importance of diapers in helping provide economic stability for families and distribute diapers to poor families through various channels;  
now

**Therefore**, I, Donald Gerend, Mayor of the City of Sammamish do hereby proclaim the week of:



September 26 through October 2, 2016 as  
**Diaper Need Awareness Week**

in the City of Sammamish and encourage the citizens of Sammamish to donate generously to diaper banks, diaper drives, and those organizations that distribute diapers to families in need to help alleviate diaper need in Sammamish and environs.

-----  
*Mayor, Donald J. Gerend*



**PROCLAMATION**

**WHEREAS,** the population on the Eastside has grown rapidly since 2010, increasing by over 79,000 in the last six years; and

**WHEREAS,** 30% of these newcomers have arrived from places outside the United States; and

**WHEREAS,** more than one third of Eastside residents now speak a language other than English at home; and

**WHEREAS,** diversity is the lifeblood of our community, bringing fresh perspectives and new ideas, innovation and entrepreneurial spirit, leadership, and hard workers; and

**WHEREAS,** our success depends on ensuring that all our residents feel welcome here;

**NOW, THEREFORE, WE, THE MAYORS OF BELLEVUE, ISSAQUAH, KIRKLAND, REDMOND, AND SAMMAMISH, WASHINGTON,** proclaim September 16 through 25, 2016, as

**EASTSIDE WELCOMING WEEK**

in our cities and call on all our residents to join together to build stronger communities across the Eastside.



John Stokes, Mayor  
City of Bellevue

September 9, 2016  
Date



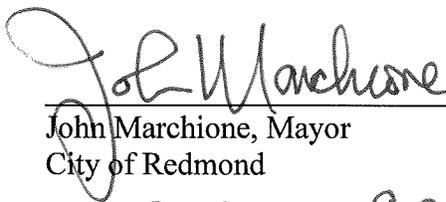
Fred Butler, Mayor  
City of Issaquah

Sep 9, 2016  
Date



Amy Walen, Mayor  
City of Kirkland

September 9, 2016  
Date



John Marchione, Mayor  
City of Redmond

September 9, 2016  
Date



Don Gerend, Mayor  
City of Sammamish

September 9, 2016  
Date



*COUNCIL*  *MINUTES*

**Regular Meeting**  
**September 6, 2016**

Mayor Don Gerend called the regular meeting of the Sammamish City Council to order at 6:30 pm.

**Councilmembers present:**

Mayor Don Gerend  
Deputy Mayor Ramiro Valderrama  
Councilmember Tom Hornish  
Councilmember Kathy Huckabay  
Councilmember Bob Keller  
Councilmember Christie Malchow  
Councilmember Tom Odell

**Staff present:**

Lyman Howard, City Manager  
Jessi Bon, Deputy City Manager  
Jeff Thomas, Community Development Director  
Mike Sugg, Analyst  
Angie Feser, Parks & Recreation Director  
Steve Leniszewski, Public Works Director  
Cheryl Paston, Deputy Public Works Director  
Tawni Dalziel, Senior Stormwater Engineer  
Kim Adams Pratt, City Attorney  
Melonie Anderson, City Clerk

**Roll Call/Pledge of Allegiance**

Roll was called. Councilmember Malchow led the pledge.

**Approval of Agenda**

**MOTION:** Deputy Mayor Valderrama moved to approve the agenda. Councilmember Malchow seconded. Motion carried unanimously 7-0.

**Presentations/Proclamations**

- Eastside Baby Corner Diaper Derby Update – Renee Zimmerman, Executive Director and Christine White, thanked the City Council for bringing in 4,804 diapers for the Diaper Derby. She urged them to challenge other eastside cities that Eastside Baby Corner serves for next year. She also awarded Councilmember Malchow with the Derby MVP Award and presented the City Council with the Spirit Award

- Planning Commission Handoff – Storm and Surface Water Management Comprehensive Plan

Public Works Director Steve Leniszewski introduced Planning Commission Chairman, Frank Blau, who summarized the Commission's work on the Storm and Surface Water Management Plan (PowerPoint presentation available on the City's website at [www.sammamish.us](http://www.sammamish.us)).

### **Student Liaison Report**

- Eastside Catholic High School – Stephen Laphen, Eastside played their first football game for 2016. School has been in session for two weeks. The NOFA (No One Fights Alone) game to support cancer will be September 22. Back to School Night is September 14. The community is welcome to attend.
- Eastlake High School - Tyler Zangaglia, today was the first day of school. Football and Boys Golf have already started. The school is welcoming in the largest freshman class ever.

### **Public Comment**

Deb Sogge, Sammamish Chamber of Commerce, The Farmer's Market will continue until September 21. She also announced that they need student volunteers to set up and take down the Market. She also spoke in support of the Port of Seattle Economic Development grant being considered tonight.

John Bretl, 1026 Lancaster Way, Lancaster Ridge HOA President, spoke regarding a potential development going on near Lancaster Estates (PowerPoint presentation is available upon request of the City Clerk at [manderson@sammamish.us](mailto:manderson@sammamish.us)).

Lorna Taylor, 3604 223<sup>rd</sup> Avenue SE, she is concerned that they are being required to dedicate an easement to the City for the 223<sup>rd</sup> Street Assemblage to provide access. She feels the City is illegally taking their property for the development.

Mary Wictor, 408 208<sup>th</sup> PI NE, showed a PowerPoint presentation regarding copper and zinc in the surface water runoff and how it affects salmon.

Ilene Stahl, Friends of Pine Lake, she expressed concern over the rapid development happening without current basin plans. She also feels the maps in the Stormwater Comp Plan need to be updated. She feels the plan should go back to the original King County requirements in the erosion hazard overlay areas.

Bill Solomon, 3506 210th Place NE, he spoke regarding noise complaints from Sahalee residents regarding the golf course. He feels that a very small number of residents which are making an issue where there is no problem.

Mary Wictor, spoke previously, spoke about the Surface Water Storm Comprehensive Plan. She feels parking should be prohibited in front of retention pond access. She also feels there is a loop hole when people clear their property and then don't replace anything for years.

Ilene Stahl, spoke previously, she spoke in support of the current Hearing Examiner.

Council recessed from 8:10 to 8:20 pm

**Consent Agenda**

Payroll for period ending July 15, 2016 for pay date July 20, 2016 in the amount of \$ 374,407.46

Payroll for period ending July 31, 2016 for pay date August 5, 2016 in the amount of \$ 388,393.18

Payroll for period ending August 15, 2016 for pay date August 19, 2016 in the amount of \$367,183.44

**Approval:** Claims For Period Ending July 28, 2016 In The Amount Of \$ 1,953,630.71 For Check No. 44939 Through 45086

**Approval:** Claims For Period Ending August 17, 2016 In The Amount Of \$ 3,651,283.71 For Check No. 45087 Through 45242

**Approval:** Claims For Period Ending September 6, 2016 In The Amount Of \$ 1,008,695.12 For Check No. 45243 Through 45351

**Proclamation:** Mayor’s Month of Concern Food Drive

**WHEREAS,** our King County cities recognize adequate nutrition as a basic goal for each citizen; and  
**WHEREAS,** no parent should have to send a child to school hungry, no baby should be without the comfort of the feedings needed for mental and physical growth, no elderly person’s health should be jeopardized by lack of appropriate foods; and

**WHEREAS,** food banks, emergency and hot meal programs working with our cities, local churches, social service agencies, and hundreds of volunteers are striving day in and day out to stem the rising tide of hunger, still more help is needed; and

**WHEREAS,** we believe that when citizens hear of the especially desperate needs of the hungry as winter approaches and their low incomes must stretch to cover increasing fuel, electricity and rental costs—leaving even less money for monthly food purchase, an outpouring of community assistance will follow; and

**WHEREAS,** the Emergency Feeding Program of Seattle & King County coordinates an annual food drive to help support the efforts of their program and the area’s food banks in fighting hunger which will be held at grocery stores throughout King County on Saturday, September 17, 2016; and  
**WHEREAS,** the Cities of Kirkland, Redmond, Bellevue, Issaquah, Sammamish and Mercer Island would like to extend this effort into an entire Month of Concern for the Hungry, beginning on September 10, 2016;

**NOW, THEREFORE,** I, Don Gerend, Mayor of the City of Sammamish do hereby proclaim,

SEPTEMBER 10<sup>th</sup> TO OCTOBER 8<sup>th</sup>, 2016 AS THE EASTSIDE MONTH OF CONCERN FOR THE HUNGRY

in the City of Sammamish, and strongly urge all citizens to join the Emergency Feeding Program, Hopelink, Issaquah Food Bank and other area food banks to “share what they can” to nourish those who are hungry.

**Proclamation: 2016 National Recovery Month**

**Whereas**, behavioral health is an essential part of one's overall health and wellness, and

**Whereas**, preventing and treating mental and/or substance use disorders is effective, and people recover in Washington and around the nation; and

**Whereas**, National Recovery Month is an avenue to provide resources and information about how to prevent behavioral health problems, recognize the signs of a disorder, and guide those in need to appropriate treatment and recovery support services; and

**Whereas**, this year's National Recovery Month theme, *Join the Voices for Recovery: Our Families, Our Stories, Our Recovery!* highlights the importance of families, communities, and individuals sharing their stories of recovery in order to help others; and

**Whereas**, to help more people achieve and sustain long-term recovery, the Washington State Department of Social and Health Services invites all Washingtonians to participate in National Recovery Month;

**Now and therefore**, I Don Gerend, on behalf of the Sammamish City Council, do hereby proclaim the month of September 2016 as

**Recovery Month**

in the City of Sammamish and call upon the people of Sammamish to observe this month with appropriate programs, activities and ceremonies to support this year's Recovery Month.

**Ordinance:** Renewing And Continuing The Beaver Lake Management District #1 (O2016-414)

**Resolution:** Appointing Two Members To The Beaver Lake Management District # 1 Advisory Board (R2016-691)

**Resolution:** Accepting The Big Rock Park: Well Replacement Project As Complete /JKA Construction (R2016-692)

**Resolution:** Authorizing And Supporting The City's Request For Port Of Seattle Economic Development Partnership Program Funds (R2016-693)

**Approval:** Purchase Replacement of Gator Utility Vehicle and Two Sander Units

**Bid Rejection:** Sammamish Landing Driveway Repair

**Approval:** Notes for July 12, 2016 Special Meeting

**Approval:** Minutes for July 19, 2016 Regular Meeting

MOTION: Councilmember Valderrama moved to approve the Consent Agenda. Councilmember Malchow seconded. Motion carried unanimously 7-0.

**Public Hearing** - None

**Unfinished Business** - None

New Business

**Ordinance:** Amending Sections 20.05.030, 20.05.040, 20.05.060, 20.05.100 And 20.10.180 Of The Sammamish Municipal Code Relating To Permitting Procedures; Providing For Severability; And Establishing An Effective Date

Community Development Director Jeff Thomas and Management Analyst Mike Sugg gave the staff report and showed a PowerPoint presentation (presentation available on the City's website at [www.sammamish.us](http://www.sammamish.us)). He explained that there are two major changes and two minor changes being proposed tonight.

Item #1

Staff proposed the following additional language to address notification if the project is in the erosion hazards near sensitive water body overlay:

20.05.060 Notice of application.

(7) Mailed notice for a proposal shall be sent by the department within 14 days after the department's determination of completeness:

(a) By first class mail to owners of record of property in an area within 1,000 feet of the site, and, if the site lies within an erosion hazards near sensitive water bodies overlay, to owners of record of property within a 2,000-foot-wide column centered at the site and extending directionally with the natural drainage of the basin to the perimeter of the overlay, as determined by the director; provided, that such area shall be expanded as necessary to send mailed notices to at least 20 different property owners;  
Council concurred with this amendment.

Council directed the following language to be added as well: within a 2,000-foot-wide column centered at the site and extending directionally with the natural drainage of the basin to the perimeter of the overlay or to the Lake Sammamish shoreline, as determined by the director;

Council was in agreement with this amendment.

Item 2

20.10.180 Notice

(1) Notice of the time and place of any hearing on an application before the hearing examiner pursuant to this chapter shall be mailed by first class mail at least 14 calendar days prior to the scheduled hearing date to all persons who would be entitled to receive notice under SMC 20.05.060(7) and to all persons who commented or requested notice of the hearing. The notice of decision or recommendation required by this title may be combined with the notice of hearing required hereby

Mr. Thomas explained that this is a housekeeping issue.

Item 4

20.05.030 Feasibility conference – Preapplication conference.

Prior to the filing of a land use application, applicants shall contact the department for a feasibility conference and shall subsequently request a preapplication conference with the department as provided by subsections (2) and (3) of this section

This is another housekeeping item. Council approved Items 2 and 4.

Item 3

**20.05.040 Application Requirements**

(1) The department shall not commence review of any application set forth in this chapter until the applicant has submitted the materials and fees specified for complete applications. Applications for land use permits requiring Type 1, 2, 3, or 4 decisions shall be considered complete as of the date of submittal upon determination by the department that the materials submitted meet the requirements of this section. Except as provided in subsection (2) of this section, all land use permit applications described in SMC [20.05.020](#), Exhibit A, shall include the following:

[...]

(r) Verification that the property affected by the application is in the exclusive ownership of the applicant, or that the applicant has a right to develop the site and that the application has been submitted with the consent of all owners of the affected property; provided, that compliance with SMC 20.05.040(2)(d) shall satisfy the requirements of this subsection (1)(r); and

(s) For commercial site development permits only, a phasing plan and a time schedule, if the site is intended to be developed in phases or if all building permits will not be submitted within three years.

(2) Additional complete application requirements apply for the following land use permits:

(a) Clearing and grading permit, as set forth in SMC [16.15.070](#);

(b) Construction permits as set forth in SMC 16.20.215;

(c) Mobile home permits as set forth in SMC 21A.70.170;

(d) For all applications for land use permits requiring Type 2, 3, or 4 decisions, a title report from a reputable title company indicating that the applicant has either sole marketable title to the development site or has a publicly recorded right to develop the site (such as an easement); if the title report does not clearly indicate that the applicant has such rights, then the applicant shall include the written consent of the record holder(s) of the development site.

**20.05.100 Permit Issuance**

(3) Permits or approvals subject to the procedures of this chapter may be denied if the applicant is unable to present satisfactory proof of ownership of the property or development site as required by SMC 20.05.040(1)(r).

Motion: Councilmember Hornish moved to approve the ordinance as amended, at first reading. Councilmember Huckabay seconded. Motion carried 7-0 (O2016-415).

**Council Reports/Committee Reports**

Councilmember Keller attended an Eastside Fire & Rescue meeting.

Deputy Mayor Valderrama stated that there are still problems on the north end of the Eastlake Sammamish trail that are not being addressed by King County. He feels the City should be more proactive on this issue. He met with Central Washington University representatives regarding their use of the Mars Hill Church.

Councilmember Odell reported the Transportation Committee met last week. He attended two meetings regarding transit in the City.

Councilmember Huckabay attended the Regional Transit Caucus. Transit will be the next topic for the City's Virtual Town Hall. She attended the EF & R Finance and Administrative Committee meeting. She reported that the Finance Committee is considering the stormwater fees.

MOTION: Councilmember Hornish moved to change the effective date of O2016-415 to be an emergency and be effective immediately. Deputy Mayor Valderrama seconded. Motion carried 7-0.

Councilmember Hornish isn't sure having a Councilmember booth at the Farmer's Market is worth the time.

Councilmember Malchow announced that the Communications Committee will meet on Wednesday. The Town Hall Roundtable will be on Thursday. She attended a meeting on the Intelligent Transportation System.

**City Manager Report**

- Ad-Hoc Transit Committee. Mr. Howard asked Council to officially appoint Mayor Gerend and Councilmembers Huckabay and Odell to this committee.

MOTION: Councilmember Keller moved to create the Ad Hoc Transit Committee and appoint Mayor Gerend and Councilmembers Huckabay and Odell to the Committee. Councilmember Malchow seconded. Motion carried unanimously 7-0.

- Noise Regulations and Enforcement – Mr. Howard reported that noise complaints are on the rise as the City becomes more urbanized. He asked if Council would like to have this topic added to the staff work plan. The Council was not generally supportive of putting this on the work plan right now.

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

Council retire to Executive Session at 9:45 pm and returned at 10:15 pm. No action was taken.

Meeting adjourned at 10:15 pm.

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Melonie Anderson, City Clerk

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Donald J. Gerend, Mayor



# STUDY SESSION NOTES

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## Study Session September 13, 2016

Mayor Don Gerend 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.*

Sean Smith, 1605 218<sup>th</sup> Court SE, Sammamish Friends Group, gave an update and presentation on the Mud Run event on Saturday, August 20, 2016. (presentation available upon request to the City Clerk [manderson@sammamish.us](mailto:manderson@sammamish.us))

Mary Wictor, 408 208<sup>th</sup> Ave NE, commented on her feedback of the Storm Water Comprehensive plan (emailed comments available upon request to the City Clerk, [manderson@sammamish.us](mailto:manderson@sammamish.us))

Mayor Gerend directed City Manager Howard to follow-up on the Citizen Action Request system.

Irene Stahl, 21553 SE 28<sup>th</sup> Lane, commented on the Storm Water Comprehensive plan.

Ramu Iyer, 1607 223<sup>rd</sup> Place NE, shared information about a Ladies Night Musical on September 14, 2016.

### **Topics**

- Discussion: Storm and Surface Water Management Comprehensive Plan
- Discussion: Public Works Standards
- Update: Mars Hill Church and Central Washington University
- Update: GIS System

### **Adjournment**

10:30 pm





**Meeting Date:** September 20, 2016

**Date Submitted:** 9/13/2016

**Originating Department:** Community Development

**Clearances:**

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

**Subject:** Public Hearing & Adoption of Assessment Roll for Beaver Lake Management District #1

**Action Required:** Conduct Public Hearing & Adopt Resolution Confirming Assessment Roll

**Exhibits:**

1. Resolution
2. Map of Beaver Lake Management District #1
3. Assessment Roll
4. Public Comments

**Budget:** \$643,260 will be collected from the special assessment over the next ten years.

**Summary Statement:** The City Council will conduct a public hearing on the assessment roll for Beaver Lake Management District #1 (BLMD) and will consider a resolution acknowledging that a public hearing was held regarding the assessment roll and confirming the list of parcels subject to the special assessment.

**Background:** In December 2015, City Council directed staff to initiate the renewal process for the BLDM. In June 2016, the renewal of the BLMD for another 10 years was approved by 77% of the ballots cast. On September 6, 2016 the City Council adopted Ordinance O2016-414, which renewed and continued BLMD.

The BLMD is funded through the collection of a special assessment from property owners within its boundary; funds collected in the BLMD are used to conduct water quality monitoring, generate bi-annual newsletter reports on water quality, and prepare a Lake Management Report.

The proposed rate structure is based upon two zones with different assessment amounts. Zone 1 is comprised of properties located directly on Beaver Lake; each property within Zone 1 will be assessed \$306 per year. Zone 2 is comprised of parcels not located directly on Beaver Lake but are within the drainage basin; each property within Zone 2 will be assessed \$31 per year.

The City Council will hold a public hearing to allow the public to comment on the proposed assessment roll. Following the public hearing, the City Council will consider a resolution that acknowledges that a

public hearing was held and confirms the parcels that will receive a special assessment as part of the BLMD.

If an individual owns two or more contiguous lots for personal use and there are structures on only one lot, then the assessment fee will be applicable to only one lot and the other lots will be exempted as long as they remain under common ownership.

Following the adoption of the assessment roll, the final step in the process of renewing and continuing the BLMD will be for the City Council to appoint a new Advisory Board in January 2017. This process is coordinated by the City Clerk. In 2016, staffing of the Advisory Board has transitioned from the Community Development Department to the Public Works Department – Stormwater Division, who will continue this role into the future.

**Financial Impact:** Fees generated by the special assessment will offset the costs of the program over the ten-year life of the district.

**Recommended Motion:** Staff recommends approval of the proposed resolution approving and confirming the special assessment roll for Beaver Lake Management District #1.

**CITY OF SAMMAMISH  
WASHINGTON  
Resolution No. R2016-\_\_\_\_**

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**A RESOLUTION OF THE CITY OF SAMMAMISH,  
WASHINGTON, APPROVING AND CONFIRMING THE  
SPECIAL ASSESSMENT ROLL FOR BEAVER LAKE  
MANAGEMENT DISTRICT #1**

WHEREAS, on September 6, 2016 the City of Sammamish adopted Ordinance No. O2016-414, renewing and continuing a lake management district known as Beaver Lake Management District #1; and

WHEREAS, notice of the time and place of the hearing on the assessment roll for the District, the location for public viewing of copies of the assessment roll, and the procedure to appeal individual assessments was provided to all property owners within the District; and

WHEREAS, the City of Sammamish conducted a public hearing on September 20, 2016 for the purpose of hearing objections to the assessment roll proposed for Beaver Lake Management District #1; and

WHEREAS, after consideration of the assessment roll, the City Council has determined to order the roll confirmed as presented;

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

Section 1. Assessment Roll Confirmed and Approved. The City Council of the City of Sammamish hereby confirms and approves the special assessment roll attached hereto as Exhibit A, that aggregates contiguous ownerships as one lot, and by this reference fully incorporated herein. A copy of the assessment roll shall be filed with the City Clerk.

Section 2. Applicability. The assessment fee is applied to each individual lot in Beaver Lake Management District #1. However, if an individual owns one or more contiguous lots for personal use and there are structures on only one lot, then the assessment fee will be applicable to only one lot and the other lots will be exempted as long as they remain under common ownership.

Section 3. Notice.

(a) In accordance with the procedures set forth in RCW 36.61.190, the County Treasurer shall cause to be published in a newspaper of general circulation in the lake management district a notice indicating that the special assessment roll has been confirmed and that the special assessments are to be collected.

(b) Within ten (10) days of such publication, the County Treasurer shall mail notice to each owner or reputed owner of property whose name appears on the special assessment roll of the annual special assessments to be imposed, the amount of the property subject to the annual special assessment, and the annual amount of the special assessments due.

**PASSED BY THE CITY COUNCIL AT A REGULAR MEETING THEREOF ON THE 20<sup>th</sup> DAY OF SEPTEMBER 2016.**

CITY OF SAMMAMISH

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

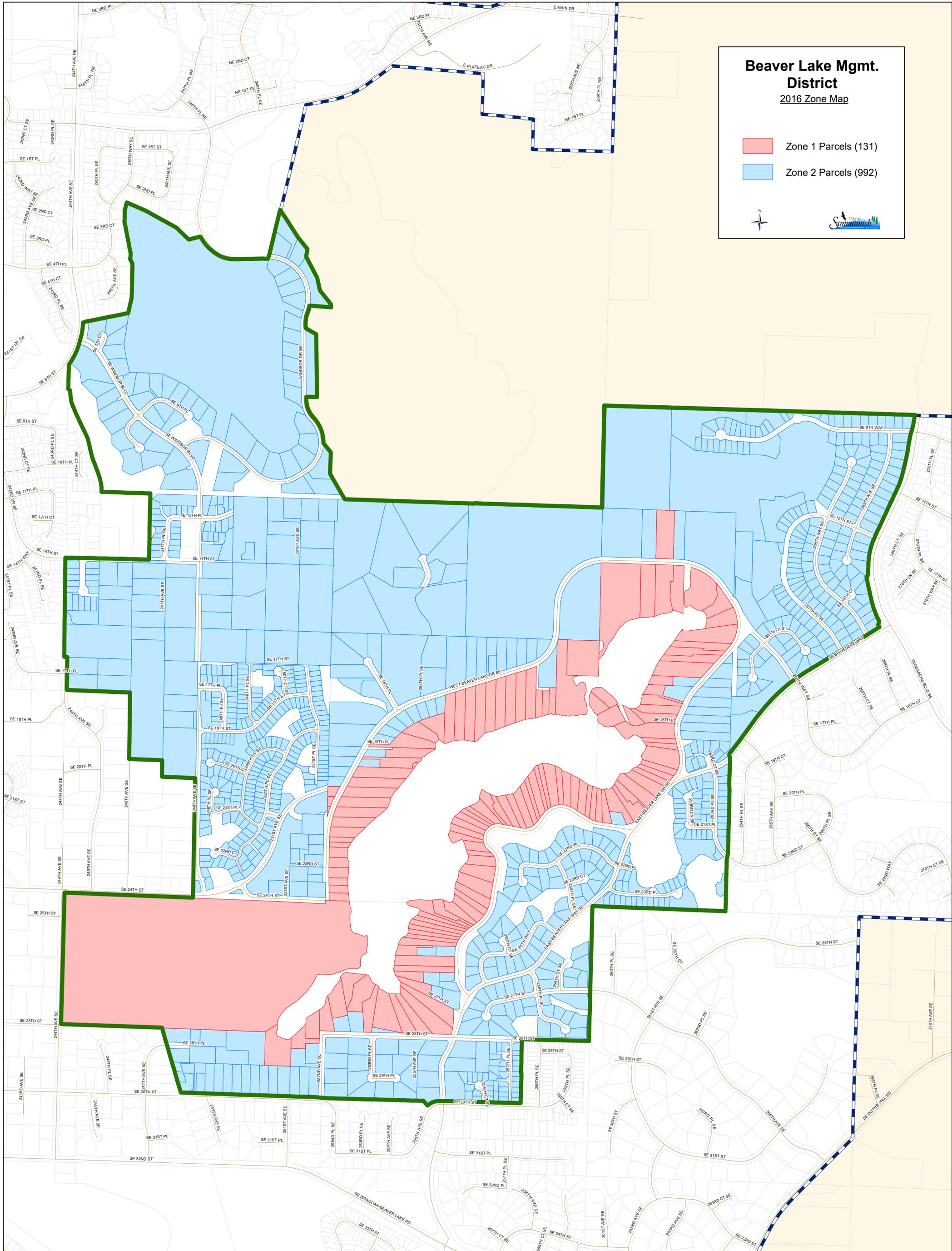
ATTEST/AUTHENTICATED:

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

Approved as to form:

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

Filed with the City Clerk: September 13, 2016  
Passed by the City Council:  
Resolution No. R2016-\_\_\_\_



**Beaver Lake Mgmt. District**  
**District**  
**2016 Zone Map**

Zone 1 Parcels (131)  
Zone 2 Parcels (992)



## Beaver Lake Management District Assessment Roll

## Zone 1

PIN	Name		Address	City	State	Zip	Assessment
2177500180	James Daniel	Adams	8431 9Th Ave Se	Olympia	WA	98513	\$306
2177500115	Matthew T & Adamson R	Adamson	2231 E Beaver Lake Dr Se	Sammamish	WA	98075	\$306
2177500265	Dale R & Kathleen L	Anderson	2113 East Beaver Lk Dr Se	Sammamish	WA	98075	\$306
2177500425	Alan Bruce	Anderson	2713 70Th Ave Se	Mercer Island	WA	98040	\$0
0124069030	Alan B & Jo Ann	Anderson	2714 70Th Ave Se	Mercer Island	WA	98040	\$306
2177500420	Alan & Jo Ann	Anderson	2715 70Th Ave Se	Mercer Island	WA	98040	\$0
2177500410	Jo Ann	Anderson	2716 70Th Ave Se	Mercer Island	WA	98040	\$0
0224069014	Ronald C	Andresen	1744 W Beaver Lake Dr Se	Sammamish	WA	98075	\$306
2177500040	Joy M & Todd A	Baxter	2431 E Beaver Lake Dr Se	Sammamish	WA	98075	\$306
2177500156	Bassem	Bejjani	2211 E Beaver Lake Dr Se	Sammamish	WA	98075	\$306
1124069020	Richard C	Bell	2519 E Beaver Lake Dr	Sammamish	WA	98075	\$306
0124069037	Daniel & Janet L	Bien	1727 E Beaver Lake Dr Se	Sammamish	WA	98075	\$306
2177500125	Stewart A & Shawna M	Blyth	2225 E Beaver Lake Dr Se	Sammamish	WA	98075	\$306
2177500130	Stewart A & Shawna M	Blyth	2225 E Beaver Lake Dr Se	Sammamish	WA	98075	\$0
0224069038	Michael W	Bruner	2002 W Beaver Lake Dr Se	Sammamish	WA	98075	\$306
2177500275	John & Burdekin John	Burdekin	2103 E Beaver Lake Dr Se	Sammamish	WA	98075	\$306
0224069039	Stephen L & Marsha S	Burdick	1752 W Beaver Lake Dr Se	Sammamish	WA	98075	\$306
0124069020	Jon & Donna	Carlson	1627 E Beaver Lk Dr Se	Sammamish	WA	98075	\$306
2177500270	Quimica Llc	Cellulosa	400 Marcella Ln	Sedro Woolley	WA	98284	\$306
0224069028	Hsi-Ming & Ju-Chian Lai	Chen	2318 W Beaver Lake Dr Se	Sammamish	WA	98075	\$306
2177500235	Brian D	Christie	2127 E Beaver Lk Dr Se	Sammamish	WA	98075	\$306
0124069048	Peter & Treacy M	Coates	26031 Se 18Th Pl	Sammamish	WA	98075	\$306
1124069028	Neal L	Colingham	24763 Se 28Th Pl	Sammamish	WA	98029	\$306
0224069055	John P & Maxine J	Condryn	7240 Se 36Th	Mercer Island	WA	98040	\$306
2177500175	James E & Lorraine D	Cooper	Po Box 2450	Issaquah	WA	98027	\$306
2177500365	Stephen J & Linda G	Cramer	4580 Klahanie Dr Se #448	Issaquah	WA	98029	\$306
0224069057	Sean & Kari	Dart	1630 W Beaver Lake Dr Se	Sammamish	WA	98075	\$306
0224069126	Dale A	Depriest	25327 Se 19Th Pl	Sammamish	WA	98075	\$306
0224069029	Clifford N & Deborah	Didcock	1720 W Beaver Lake Dr Se	Sammamish	WA	98075	\$306
0224069034	Steven J & Debbie F	Dodd	1712 W Beaver Lake Dr Se	Sammamish	WA	98075	\$306
2177500310	Anthony J & Heather A	Dorsch	2065 E Beaver Lake Dr Se	Sammamish	WA	98075	\$306
2177500250	Kendy	Easley	2121 E Beaver Lake Dr Se	Sammamish	WA	98075	\$306
2177500195	David L & Robin J Earl	Ege	2151 E Beaver Lake Dr Se	Sammamish	WA	98075	\$306

Exhibit 3

PIN	Name		Address	City	State	Zip	Assessment
0224069032	Barbara S	Egger	2134 W Beaver Lk Dr Se	Sammamish	WA	98075	\$306
0124069042	Jose C & Sabine S	Escobar	1707 E Beaver Lake Dr Se	Sammamish	WA	98075	\$306
0224069052	Susan C	Farley	100 Ward St #203	Seattle	WA	98109	\$306
1124069022	Earlene	Fay	Box 60548	Boulder City	NV	89006	\$306
1124069033	Earlene	Fay	Box 60548	Boulder City	WA	89006	\$306
2177500146	Lee & Heather C Ha	Fergstrom	2215 E Beaver Lake Dr Se	Sammamish	WA	98075	\$306
0224069024	David & Megan	Gee	22201 Ne 28Th Pl	Sammamish	WA	98074	\$306
0224069025	David & Megan	Gee	22201 Ne 28Th Pl	Sammamish	WA	98074	\$306
0224069026	Dale M	Gerring	4115 Amber Ct Se	Olympia	WA	98501	\$306
1124069032	Delbert	Goehner	25206 Se 28Th St	Sammamish	WA	98075	\$306
1124069103	Steven T & Heather K	Grassman	2603 E Beaver Lake Dr Se	Sammamish	WA	98075	\$306
2177500046	Robert W	Grothen	2427 E Beaver Lake Dr Se	Sammamish	WA	98075	\$306
2177500015	Linda R	Grundberg	3842 169Th Ave Se	Bellevue	WA	98008	\$0
0224069183	Mark R & Marilyn A	Guthrie	1640 W Beaver Lake Dr Se	Sammamish	WA	98075	\$306
0224069101	Charles M & Dawn M	Heiberg	2302 W Beaverlake Dr Se	Sammamish	WA	98075	\$306
0224069046	Thomas L	Holmes	1648 W Beaver Lake Dr Sw	Sammamish	WA	98075	\$306
2177500020	Family Beaver Lk Cc	Howisey	3842 169Th Ave Se	Bellevue	WA	98008	\$306
2177500025	Family Beaver Lake	Howisey	3842 169Th Ave Se	Bellevue	WA	98008	\$0
2177500030	Family Beaver Lake	Howisey	3842 169Th Se	Bellevue	WA	98008	\$0
2177500050	Wan Shun	Hsu	22930 Se 27Th Ct	Sammamish	WA	98075	\$306
0224069013	Laura A	Hubbard	1626 W Beaver Lake Dr Se	Sammamish	WA	98029	\$306
1124069029	Scott R & Amy E	Huish	25210 Se 28Th St	Sammamish	WA	98075	\$306
2177500336	William A & Mary C	Jaillet	2053 E Beaver Lake Dr Se	Sammamish	WA	98075	\$306
1124069034	Kristen Lindskog	Jarvis	25420 Se 28Th St	Sammamish	WA	98075	\$306
1124069024	Richard S	Johnston	25524 Se 28Th St	Sammamish	WA	98075	\$306
0224069123	Alfred W	Jokisch	25319 Se 19Th Pl	Sammamish	WA	98075	\$306
1124069027	Parker & Stella	Jones	25432 Se 28Th St	Sammamish	WA	98075	\$306
0124069021	Walter S & Cynthia	Kaczynski	1310 W Beaver Lake Dr Se	Sammamish	WA	98075	\$306
0124069036	Family Ltd Ptrnsh	Kaminishi	2116 14Th Av S	Seattle	WA	98144	\$306
2177500095	Scott F & Irene W	Kelly	2331 E Beaver Lake Dr Se	Sammamish	WA	98075	\$306
2177500140	Easley	Kendy	2121 E Beaver Lake Dr Se	Sammamish	WA	98075	\$306
0224069110	Michael R	Kenyon	1916 W Beaver Lake Dr Se	Sammamish	WA	98075	\$306
0124069046	Catherine M	Kitto	1723 E Beaver Lake Dr Se	Sammamish	WA	98075	\$306

Exhibit 3

PIN	Name		Address	City	State	Zip	Assessment
0224069124	Suzanne	Krahling	25323 Se 19Th Pl	Sammamish	WA	98075	\$306
0224069015	Steven D & Denise M	Kramer	2020 W Beaver Lake Dr Se	Sammamish	WA	98075	\$306
2177500185	Ondrej	Krivanek	2153 E Beaver Lake Dr	Sammamish	WA	98075	\$306
2177500205	Frank S & Noela W	Lan	2147 E Beaver Lk Dr Se	Sammamish	WA	98075	\$306
2177500370	Joseph M & Sherrie D	Liebsack	2029 E Beaver Lake Dr Se	Sammamish	WA	98075	\$306
0124069031	Brian H	Macwhirther	1733 E Beaver Lake Dr Se	Sammamish	WA	98075	\$306
2177500340	James & Stephanie	Mallory	2051 E Beaver Lake Dr Se	Sammamish	WA	98075	\$306
0224069051	Faruk	Manji	2010 W Beaver Lake Dr Se	Sammamish	WA	98075	\$306
2177500223	Charlotte J	Marsden	2133 E Beaver Lake Dr Se	Sammamish	WA	98075	\$306
2177500320	Conkey Donald C & Marcia	Mc	2061 E Beaver Lake Dr Se	Sammamish	WA	98075	\$306
2177500400	Joseph W	Mcconnell	1919 E Beaver Lake Dr Se	Sammamish	WA	98075	\$306
2177500395	Paul Sullivan & Theres	Mclain	1925 E Beaver Lake Dr Se	Sammamish	WA	98075	\$306
0124069019	Thomas G & Dianne E	Melling	1307 E Beaver Lake Dr Se	Sammamish	WA	98075	\$306
2177500335	Larry & Pamela	Miller	2055 E Beaver Lake Dr Se	Sammamish	WA	98075	\$306
1124069031	Curtis D	Mobley	25128 Se 28Th St	Sammamish	WA	98075	\$306
2177500350	Bryce William	Morgan	2045 E Beaver Lk Dr Se	Sammamish	WA	98075	\$306
2177500160	John A & Lorelle J	Morrison	2207 East Beaver Lk Rd Se	Sammamish	WA	98075	\$306
2177500255	Paul & Susan R M	Moulton	2117 E Beaver Lake Dr Se	Sammamish	WA	98075	\$306
2177500285	Joseph P	Nekrasz	2075 E Beaver Lake Dr Se	Sammamish	WA	98075	\$306
1124069086	Dennis J	O'Neill	25314 Se 28Th St	Sammamish	WA	98075	\$306
2177500330	Vivian S & Michael	Pantelich	2057 E Beaver Lake Dr Se	Sammamish	WA	98075	\$306
0124069056	Alan & Vaughn Ami	Paschal	1501 E Beaver Lake Dr Se	Sammamish	WA	98075	\$306
0124069007	Alan & Vaughn Ami	Paschal	1501 E Beaver Lake Dr Se	Sammamish	WA	98075	\$0
0124069029	Drew & Michele	Patterson	26035 Se 18Th Pl	Sammamish	WA	98075	\$306
2177500295	Scott L & Rena D	Pitasky	2073 E Beaver Lake Dr Se	Sammamish	WA	98075	\$306
2177500035	Lawrence	Probus	2437 E Beaver Lake Dr Se	Sammamish	WA	98075	\$306
0124069022	Donald D	Renbarger	1302 W Beaver Lake Dr Se	Sammamish	WA	98075	\$306
1124069018	Dorothy E	Roberge	25310 Se 28Th St	Sammamish	WA	98075	\$306
0124069017	City Of	Sammamish	801 228Th Ave Se	Sammamish	WA	98075	\$306
0224069080	City Of	Sammamish	801 228Th Ave Se	Sammamish	WA	98075	\$306
1124069006	City Of	Sammamish	801 228Th Ave Se	Sammamish	WA	98075	\$306
0224069023	City Of	Sammamish	801 228Th Ave Se	Sammamish	WA	98075	\$0
0224069031	City Of	Sammamish	801 228Th Ave Se	Sammamish	WA	98075	\$0

Exhibit 3

PIN	Name		Address	City	State	Zip	Assessment
0224069033	James H	Sanders	2222 W Beaver Lake Dr Se	Sammamish	WA	98075	\$306
0224069037	Living Trust	Sauerbrey	2214 W Beaver Lake Dr Se	Sammamish	WA	98075	\$306
2177500200	Kathy F & Steven J	Schroeder	2149 E Beaver Lk Dr Se	Sammamish	WA	98075	\$306
1124069036	University	Seattle	901 12Th Ave	Seattle	WA	98122	\$306
2177500380	Donald H & Patrice We	Shearer	2017 E Beaver Lk Dr Se	Sammamish	WA	98075	\$306
0224069047	Greg & Mimi	Slyngstad	1736 W Beaver Lake Dr Se	Sammamish	WA	98075	\$306
0124069041	Paul E & Debra S	Smith	1615 E Beaver Lake Dr Se	Sammamish	WA	98075	\$306
0224069048	John M & Kerry B	Smyth	9249 Fauntleroy Way Sw	Seattle	WA	98136	\$306
1124069026	Paul L & Mia	Solski	25408 Se 28Th St	Sammamish	WA	98075	\$306
2177500010	Of Washington	State	600 Capitol Way N	Olympia	WA	98501	\$306
1124069085	Mark W & Becky B	Stendal	25302 Se 28Th St	Sammamish	WA	98075	\$306
2177500390	Rod G	Steoger	2007 E Beaver Lake Dr Se	Sammamish	WA	98075	\$306
0124069035		Stocklin	13730 68Th Ave W	Edmonds	WA	98026	\$306
2177500060	Maj	Surowiecki	2345 E Beaver Lake Dr Se	Sammamish	WA	98075	\$306
2177500055	Lois & Phillip R	Taylor	2419 E Beaver Lake Dr Se	Sammamish	WA	98075	\$306
2177500105	M Jane	Thomas	Po Box 917	Issaquah	WA	98027	\$306
1124069030	John & Gloria	Thurlow	2821 252Nd Ave Se	Sammamish	WA	98075	\$306
0224069091	Joan	Turchin	2322 W Beaver Lake Dr Se	Sammamish	WA	98075	\$306
0124069057	Karl M & Kristin A Su	Uselman	24809 Se 20Th Ct	Sammamish	WA	98075	\$306
1124069070	Robert S & Maureen F	Vincent	25500 Se 27Th St	Sammamish	WA	98075	\$306
2177500215	William & Susan	Vrana	2137 E Beaver Lake Dr Se	Sammamish	WA	98075	\$306
0124069040	Jack T & Cathy A	Waldron	26033 Se 18Th Pl	Sammamish	WA	98075	\$306
0224069042	James & Janice C L	Wang	1473 Waverly Rd	San Marino	CA	91108	\$306
0124069028	Jim R & Karla K	Williams	1525 E Beaver Lake Dr Se	Sammamish	WA	98075	\$0
0124069023	Jim R & Karla K	Williams	1525 East Beaver Lake Dr Se	Sammamish	WA	98075	\$306
0224069095	Shaun & Darcie	Wolfe	1634 W Beaver Lake Dr Se	Sammamish	WA	98075	\$306
2177500045	Robert A & Iris K	Wolfe	2425 E Beaver Lake Dr Se	Sammamish	WA	98075	\$306
0224069050	Ronald & Sally	Worman	1728 W Beaver Lake Dr Se	Sammamish	WA	98075	\$306
2177500360	Timothy W & Kari M	Young	2039 E Beaver Lk Dr Se	Sammamish	WA	98075	\$306
0124069044	Larry & Rochelle	Youngren	1607 E Beaver Lake Dr	Sammamish	WA	98075	\$306
0124069045	Lawrence W & Rochell	Youngren	1607 E Beaver Lake Dr Se	Sammamish	WA	98075	\$0
2177500085	Joanne M	Ziegler	2339 E Beaver Lake Dr Se	Sammamish	WA	98074	\$306

## Beaver Lake Management District Assessment Roll

## Zone 2

PIN	Name	Address	City	State	Zip	Assessment
0224069035	Christopher & Chersti	Ageson 1641 W Beaver Lake Dr Se	Sammamish	WA	98075	\$31
8691360200	Jon W & Graciela	Abolins 1223 269Th Ave Se	Sammamish	WA	98075	\$31
8691360510	Brent & Lisa	Abrahamsen 26729 Se 9Th Way	Sammamish	WA	98075	\$31
0224069181	Robert & Fiona	Agostinacci Po Box 1554	Bellevue	WA	98009	\$31
6127010930	Alejandro	Aguirre 25001 Se 18Th St	Sammamish	WA	98075	\$31
6127010820	Kevin T & Hua Song	Ahearn 24831 Se 19Th St	Sammamish	WA	98075	\$31
6127010160	Gaurav & Sonia	Ahuja 1912 251St Pl Se	Sammamish	WA	98075	\$31
0629410040	Phillip K & Christi	Alamangos 26013 Se 23Rd Pl	Sammamish	WA	98075	\$31
0629420390	Benes & Rowena Sevilla	Aldana 2010 263Rd Pl Se	Sammamish	WA	98075	\$31
6127010310	Henry A & Judemaria	Aloysius 1712 251St Pl Se	Sammamish	WA	98075	\$31
0224069060	Laurits Lily	Alvestad Po Box 485	Grapeview	WA	98546	\$31
0629500110	Wasif R & Shazia T	Alvi 2802 257Th Pl Se	Sammamish	WA	98075	\$31
9476010060	Jaganmohan & Archana	Alwar 24882 Se 13Th Pl	Sammamish	WA	98075	\$31
0224069084	Joseph R & Sousan T R	Amedson 22522 Se 51St St	Issaquah	WA	98029	\$31
0629400720	Todd & Laura	Ames 2442 258Th Ct Se	Sammamish	WA	98075	\$31
9475990060	Robin F & Dana L	Amrine 1321 247Th Pl Se	Sammamish	WA	98075	\$31
6127000780	Madhavan & Tharani	Amruthur 2250 250Th Pl Se	Sammamish	WA	98075	\$31
8691331010	Michael & Stephanie	Anderson 26591 Se 15Th St	Sammamish	WA	98075	\$31
0629400520	Joseph V Jr & Laurie	Anderson 25878 Se 22Nd Pl	Sammamish	WA	98075	\$31
8691360870	David M & Yoko F	Anderson 1221 268Th Wy Se	Sammamish	WA	98075	\$31
8691360700	Michael Robert & Mar	Anderson 1132 268Th Way Se	Sammamish	WA	98075	\$31
8691360360	Brad R & Kimberly G	Anderson 1004 269Th Ave Se	Sammamish	WA	98075	\$31
8691360050	Marcella E & Richard	Andrews 26815 Se 14Th Ct	Sammamish	WA	98075	\$31
8691360230	James C & Mary E	Ardissono 1239 269Th Ave Se	Sammamish	WA	98075	\$31
0629800620	David	Arkley 24634 Se 9Th Pl	Sammamish	WA	98074	\$31
6127001000	Divya P & Pillai Shermi	Arora 2022 249Th Pl Se	Sammamish	WA	98075	\$31
0629400610	Andrew E & Elaine D W	Assante 25857 Se 22Nd Pl	Sammamish	WA	98075	\$31
6127010110	Philip G & Deanne M	Athans 20006 251St Pl Se	Sammamish	WA	98075	\$31
0629400760	Cheong Fai Bernard	Au 2439 258Th Ct Se	Sammamish	WA	98075	\$31
4233600180	Andrew	Aye 1390 244Th Pl Se	Sammamish	WA	98075	\$31
4233600200	Venkateswara R & S	Ayyadevara 1442 244Th Pl Se	Sammamish	WA	98075	\$31
6127000150	Venkatasa	Ayyalasomayaajula 1905 249Th Pl Se	Sammamish	WA	98075	\$31
0629420300	Katherine K	Bae 26321 Se 21St Pl	Sammamish	WA	98075	\$31

Exhibit 3

PIN	Name		Address	City	State	Zip	Assessment
0224069083	Richard N	Bair	1647 W Beaver Lake Dr Se	Sammamish	WA	98075	\$31
0629410160	Edward G & Stacey S	Baird	26042 Se 23Rd Pl	Sammamish	WA	98075	\$31
0629410260	Marshall & Shandell	Baker	25938 Se 22Nd Pl	Sammamish	WA	98075	\$31
6127010940	Ahmad R	Bakhshinejad	25005 Se 18Th St	Sammamish	WA	98075	\$31
6127011000	Ashok Kumar & Annapoor	Banala	1821 251St Pl Se	Sammamish	WA	98075	\$31
0629800390	Anuj	Bansal	615 Windsor Dr Se	Sammamish	WA	98074	\$31
6127010080	Vipul & Geetika	Bansal	2018 251St Pl Se	Sammamish	WA	98075	\$31
0629400190	David S & Janet D	Barbrack	2731 258Th Pl Se	Sammamish	WA	98075	\$31
0629400710	Kent J & Emily K	Baril	25822 Se 25Th Wy	Sammamish	WA	98075	\$31
8691360150	Timothy M & Julene M	Barrett	1220 268Th Wy Se	Sammamish	WA	98075	\$31
6127010140	William & Margaret	Bartlett	1920 251St Pl Se	Sammamish	WA	98075	\$31
8691360580	Robert A & Barton Lynn	Barton	925 269Th Ave Se	Sammamish	WA	98075	\$31
6127000080	Suman & Dipa Das	Basak	2016 250Th Pl Se	Sammamish	WA	98075	\$31
9475990190	Syed R & Asma Rehan-Ba	Bashar	24768 Se 13Th Pl	Sammamish	WA	98075	\$31
0629420380	Pritam & Saritha	Baxi	2016 263Rd Pl Se	Sammamish	WA	98075	\$31
0629420110	Delan & Wong Victus Y	Beah	2102 263Rd Ln Se	Sammamish	WA	98075	\$31
0629500400	Lake Park Hoa	Beaver	Po Box 683	Issaquah	WA	98027	\$31
0629500410	Lake Park Hoa	Beaver	Po Box 683	Issaquah	WA	98027	\$31
0629410300	Lake Estates Hoa	Beaver	Po Box 2583	Issaquah	WA	98027	\$31
0629410310	Lake Estates Hoa	Beaver	Po Box 2583	Issaquah	WA	98027	\$31
0629410320	Lake Estates Hoa	Beaver	Po Box 2583	Issaquah	WA	98027	\$31
0629420540	Lk Ests Div 11&111	Beaver	Po Box 1968	Issaquah	WA	98027	\$31
0629420170	Jeffrey M & Elizabeth T	Beck	2002 263Rd Ln Se	Sammamish	WA	98075	\$31
0629410140	Domingos & Melinda	Begallil	26050 Se 23Rd Pl	Sammamish	WA	98075	\$31
8691360830	John G li & Belford P	Belford	1149 268Th Way Se	Sammamish	WA	98075	\$31
0629500350	Christopher J & Mary	Bellavia	2903 256Tjh Ct Se	Sammamish	WA	98075	\$31
0629800170	Joe B & Megan	Bennett	418 Windsor Dr	Sammamish	WA	98074	\$31
6127010030	Charles N	Berg	1904 250Th Pl Se	Sammamish	WA	98075	\$31
0629800480	Timothy	Bernard	839 Windsor Dr Se	Sammamish	WA	98074	\$31
8691360370	Mark S & Rellie M	Berndt	926 269Th Av Se	Sammamish	WA	98075	\$31
8099800750	Thomas W & Star	Berry	24727 Se 28Th Pl	Sammamish	WA	98075	\$31
8099800703	Curtis	Betzler	709 E Aloha St #2	Seattle	WA	98102	\$31
6127001180	Dwipen & Minakshi B	Bhagawati	2105 250Th Pl Se	Sammamish	WA	98075	\$31

Exhibit 3

PIN	Name		Address	City	State	Zip	Assessment
6127010180	Dhawal & Bhatia Saloni	Bhatia	1904 2151St Pl Se	Sammamish	WA	98075	\$31
0629420340	Ravi & Kalikivaya Kri	Bikkula	2110 263Rd Pl Se	Sammamish	WA	98075	\$31
8691450120	Chirag & Rikti G	Bindal	1246 267Th Pl Se	Sammamish	WA	98075	\$31
0629500340	Steve & Kyla	Birnbaum	2901 256Th Ct Se	Sammamish	WA	98075	\$31
0629420500	Charles A	Blackburn	1905 263Rd Ct Se	Sammamish	WA	98075	\$31
0629400160	Christopher G & Tracy	Blanton	2707 258Th Pl Se	Sammamish	WA	98075	\$31
0629410210	Ernst J & Denise A	Blaschke	26007 Se 22Nd Pl	Sammamish	WA	98075	\$31
1124069060	Frank J & Linda S	Blau	24742 Se 28Th Pl	Sammamish	WA	98075	\$31
8099800650	Walter H Iii	Blendermann	24926 Se 30Th St	Sammamish	WA	98075	\$31
6127010090	Anant D & Ketaki P Gatn	Bodas	2014 251St Pl Se	Sammamish	WA	98075	\$31
0629600170	Vaughan W	Boerner	2814 255Th Ave Se	Sammamish	WA	98075	\$31
8691330940	Trevor J & Kathleen A	Boll	26574 Se 15Th St	Sammamish	WA	98075	\$31
6799600220	Rodrigo & Camila	Bomfim	1815 248Th Pl Se	Sammamish	WA	98075	\$31
9476010020	Yusuf H & Khadija Y	Bootwala	24850 Se 13Th Pl	Sammamish	WA	98075	\$31
0224069065	Jillian & Brendan	Born	1803 248Th Ave Se	Sammamish	WA	98075	\$31
8691360810	Paul A & Kathleen D	Botta	1135 268Th Wy Se	Sammamish	WA	98075	\$31
0629400890	Jacques & Ann	Bouchy	25819 Se 25Th Way	Sammamish	WA	98075	\$31
1124069035	Stuart & Helen Jane	Bowen	2609 E Beaver Lake Dr Se	Sammamish	WA	98075	\$31
8099800590	George Drew	Bowlds	25102 Se 30Th St	Sammamish	WA	98075	\$31
8099800706	Steven M & Pamela L	Boyle	24730 Se 30Th St	Sammamish	WA	98075	\$31
0629800570	Stanley B & Katie B	Bradford	24674 Se 9Th Pl	Sammamish	WA	98075	\$31
3001400030	Tina R	Brinton	1826 W Beaver Lake Dr Se	Sammamish	WA	98075	\$31
8691450240	Schuyler E & Holly A	Briscoe	1361 267Th Pl Se	Sammamish	WA	98075	\$31
0224069081	Frank H	Brockett	1901 W Beaver Lake Dr Se	Sammamish	WA	98075	\$31
0629410090	Jude C & Tiffany E	Broderson	26033 Se 23Rd Pl	Sammamish	WA	98075	\$31
0629400050	Joel B & Leslie A	Brown	25738 Se 27Th St	Sammamish	WA	98075	\$31
0224069171	Del E	Brown	2003 West Beaver Lake Dr Se	Sammamish	WA	98075	\$31
6127001270	Del E & Gail M Gregeric	Brown	2003 W Beaver Lake Dr Se	Sammamish	WA	98074	\$0
0124069049	Natalie Novick & Stuart	Brown	12535 15Th Ave Ne #201	Seattle	WA	98125	\$31
9475990170	Alisha C & Andrew R	Brummett	1342 247Th Pl Se	Sammamish	WA	98075	\$31
6127010200	Srinivasa Redd	Buchaiahgari	1834 251St Pl Se	Sammamish	WA	98075	\$31
0629400810	Stephen L & Carol J	Burnett	25718 Se 25Th Wy	Sammamish	WA	98075	\$31
0629400460	William G & Nancy L Sei	Busch	25928 Se 22Nd Pl	Sammamish	WA	98075	\$31

Exhibit 3

PIN	Name	Address	City	State	Zip	Assessment
0629410070	Thomas N & Mayrita S	Busuego	26025 Se 23Rd Pl	Sammamish	WA 98075	\$31
8691360130	David C & Marcia C	Butchart	1236 268Th Wy Se	Sammamish	WA 98075	\$31
0224069165	Mark	Butcher	1508 254Th Pl Se	Sammamish	WA 98075	\$31
8691330930	W Clark & Mary J	Butler	26580 Se 15Th St	Sammamish	WA 98075	\$31
6127000850	Ryan M & Jennifer M	Butz	2220 250Th Pl Se	Sammamish	WA 98075	\$31
0629800110	William M & Elizabeth M	Byrne	24730 Se Windsor Blvd	Sammamish	WA 98074	\$31
6127001200	Erwin S & Maria Vic	Cabamalan	2117 250Th Pl Se	Sammamish	WA 98075	\$31
8691350180	Joseph A Jr & Suzanne	Calabro	23507 Meridian Ave S	Bothell	WA 98021	\$31
6127001120	Andres & Susanne Mile	Caldera	2015 250Th Pl Se	Sammamish	WA 98075	\$31
0629600110	Calvin B Jr & Corene K	Caley	25330 Se 29Th Pl	Sammamish	WA 98075	\$31
1124069025	Lisa Michele	Callahan	Po Box 570	Issaquah	WA 98027	\$31
0629800030	Harold D & Anita S	Campbell	24622 Se 9Th Pl	Sammamish	WA 98074	\$31
0629800020	Harold D & Anita S	Campbell	24622 Se 9Th Pl	Sammamish	WA 98074	\$0
8099800660	Scott	Campos	24918 Se 30Th St	Sammamish	WA 98075	\$31
0629400910	Kirk A	Candioglas	25841 Se 25Th Way	Sammamish	WA 98075	\$31
0224069020	Pamela Davick	Canlis	3321 Sahlee Way Ne	Sammamish	WA 98074	\$31
8691360600	Heng & Lijuan Lin Cao	Cao	1013 269Th Ave Se	Sammamish	WA 98075	\$31
0124069050	Lori A	Carlsen	1626 E Beaver Lake Dr Se	Sammamish	WA 98075	\$31
0629400170	Randall J	Carlson	2715 258Th Pl Se	Sammamish	WA 98075	\$31
1124069069	Joycelyn R	Carlton	2633 E Beaver Lake Dr Se	Sammamish	WA 98075	\$31
1124069065	Gregory H & Susan K	Cartozian	2830 E Beaver Lake Dr Se	Sammamish	WA 98075	\$31
6127010060	Patrick & Debra L	Carvalho	2015 251St Pl Se	Sammamish	WA 98075	\$31
8691350170	Michael J & Kimberly	Cave	26624 Se 15Th St	Sammamish	WA 98075	\$31
0629420190	Mark & Amanda	Cebull	2009 263Rd Ln Se	Sammamish	WA 98075	\$31
0629600010	Jason R & Laura M	Cetina	2920 252Nd Ave Se	Sammamish	WA 98075	\$31
6127000290	Mark C & Elizabeth	Chan	24802 Se 20Th Ct	Sammamish	WA 98075	\$31
6127010370	Tammy	Chan	1721 251St Pl Se	Sammamish	WA 98075	\$31
6127000580	Gwondung & Ruby	Chang	24907 Se 21St Pl	Sammamish	WA 98075	\$31
6127010220	Rohit A & Mrinali R	Chaphekar	1826 251St Pl Se	Sammamish	WA 98075	\$31
6127010130	Lindi	Chatterton	1924 251St Pl Se	Sammamish	WA 98075	\$31
0629500080	Saurabh & Akanksha	Chaudhary	2812 257Th Pl Se	Sammamish	WA 98075	\$31
6127000990	Maheshwar & Beena	Chava	2028 249Th Pl Se	Sammamish	WA 98075	\$31
0629420180	Jie	Chen	700 112Th Ave Ne #203	Bellevue	WA 98004	\$31

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PIN	Name		Address	City	State	Zip	Assessment
6127000670	Guang & Mingfei	Chen	24826 Se 22Nd Ct	Sammamish	WA	98075	\$31
0224069105	Tao & Yu Ji	Chen	24822 Se 17Th St	Sammamish	WA	98075	\$31
6127000820	Han & Qi Zhang	Chen	2232 250Th Pl Se	Sammamish	WA	98075	\$31
6127000040	Wu-Chen Winston	Chen	2036 250Th Pl Se	Sammamish	WA	98075	\$31
0629420080	Gong & Jiang Li	Cheng	26318 Se 21St Pl	Sammamish	WA	98075	\$31
9476010010	Igor & Marina	Chernitsky	24802 Se 13Th Pl	Sammamish	WA	98075	\$31
6127010010	Igor & Marina	Chernitsky	1908 250Th Pl Se	Sammamish	WA	98075	\$31
6127000680	Sunil & Anita Sun	Cheruvatath	24804 Se 22Nd Ct	Sammamish	WA	98075	\$31
6127010850	Salina M	Cheung	24857 Se 19Th St	Sammamish	WA	98075	\$31
0224069136	William D	Chevalier	25216 Se 18Th Pl	Sammamish	WA	98075	\$31
0629800640	Thomas & Sharon E	Chiarella	24510 Se Windsor Blvd	Sammamish	WA	98074	\$31
0629800010	Kihang	Choi	24521 Se Windsor Bv	Sammamish	WA	98074	\$31
0629400880	Ho S & Kristi Y	Chon	25813 Se 25Th Way	Sammamish	WA	98075	\$31
8691360440	William T li & H	Christiansen	26824 Se 9Th Wy	Sammamish	WA	98075	\$31
0629500200	Gary D	Christianson	2903 257Th Pl Se	Sammamish	WA	98075	\$31
0629420330	James	Christoforou	2116 263Rd Pl Se	Sammamish	WA	98075	\$31
8691360900	John & Ho Lu Chien	Chu	1301 268Th Way Se	Sammamish	WA	98075	\$31
9476010050	Benjamin & Wanda	Chung	24866 Se 13Th Pl	Sammamish	WA	98075	\$31
0629420120	Un H & Eun	Chung	2022 263Rd Ln Se	Sammamish	WA	98075	\$31
8691360120	Linda Yun	Chung	1308 268Th Wy Se	Sammamish	WA	98075	\$31
0224069030	Lawerence L	Church	2306 251St Ave Se	Sammamish	WA	98075	\$31
0629500030	Robert F & Regina H	Ciambrone	2914 257Th Pl Se	Sammamish	WA	98075	\$31
6799600070	Paul B & Jura E	Clapman	1814 248Th Pl Se	Sammamish	WA	98075	\$31
0124069039	Christine M	Clapp	1002 294Th Ave Ne	Carnation	WA	98014	\$31
6127010620	Robert A & Yasemin D	Clarke	1705 249Th Pl Se	Sammamish	WA	98075	\$31
0629800560	Darren S & Catherine E	Cline	24680 Se 9Th Pl	Sammamish	WA	98074	\$31
0629400330	Philip G	Coady	2639 259Th Ct Se	Sammamish	WA	98075	\$31
1124069061	Danna & Neal L	Colingham	24763 Se 28Th Pl	Issaquah	WA	98027	\$31
1124069081	Neal L	Colingham	24763 Se 28Th Pl	Sammamish	WA	98029	\$0
1124069082	Neal L	Colingham	24763 Se 28Th Pl	Sammamish	WA	98075	\$0
1124069083	Danna & Neal L	Colingham	24763 Se 28Th Pl	Sammamish	WA	98075	\$0
0629400230	Leonard G & Kelly A	Collins	2730 258Th Pl Ne	Sammamish	WA	98075	\$31
0629400090	Kristopher R & Patricia	Cone	25716 108Th Av Ne #270	Bellevue	WA	98004	\$31

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PIN	Name		Address	City	State	Zip	Assessment
9475990140	Marcio R & Katia	Contrigiani	1372 247Th Pl Se	Sammamish	WA	98075	\$31
6127000640	Joe J & Calvert Dana A	Corlis	2237 250Th Pl Se	Sammamish	WA	98075	\$31
6127000110	Carlos	Cortesfranco	1922 250Th Pl Se	Sammamish	WA	98075	\$31
0224069044	Kevin	Cosley	25124 Se 23Rd St	Sammamish	WA	98075	\$31
6127000260	Nicholas Cunha & Renata	Couri	24822 Se 20Th Ct	Sammamish	WA	98075	\$31
0124069034	Home Builders Llc	Cr	14410 Bel Red Rd	Bellevue	WA	98007	\$31
0629410230	Jeffrey J	Crane	25950 Se 22Nd Pl	Sammamish	WA	98075	\$31
0629400600	Erik A & Casey D	Crane	25853 Se 22Nd Pl	Sammamish	WA	98075	\$31
0224069182	Wilton L & Patricia M C	Crane	1420 254Th Pl Se	Sammamish	WA	98075	\$31
9475990070	Jimmy R Jr & Melonie	Creel	1331 247Th Pl Se	Sammamish	WA	98075	\$31
0629400470	John A & Lorna	Croswell	25922 Se 22Nd Pl	Sammamish	WA	98075	\$31
0224069160	Kathryn E	Curry	25221 Se 18Th Pl	Sammamish	WA	98075	\$31
9475990050	Kay Lynn & Kevin C	Daggett	1311 247Th Pl Se	Sammamish	WA	98075	\$31
0224069166		Dale	1416 254Th Pl Se	Sammamish	WA	98075	\$31
0629400130	Scott R & Deborah A	Daniels	25733 Se 27Th St	Sammamish	WA	98075	\$31
9475990090	Jangannatha Raju	Dantuluri	1351 247Th Pl Se	Sammamish	WA	98075	\$31
6127010910	Suwendu K	Dash	24927 Se 18Th St	Sammamish	WA	98075	\$31
6127000230	Luis & Ruiz Hilda L	Delgado	24910 Se 20Th Ct	Sammamish	WA	98075	\$31
6127010260	Maninder & Avneet Ka	Dhaliwal	1808 251St Pl Se	Sammamish	WA	98075	\$31
6127000160	Prasanna & Ramaswa	Dhandapani	1911 249Th Pl Se	Sammamish	WA	98075	\$31
8691360330	Thomas & Helen	Dimeco	1028 269Th Av Se	Sammamish	WA	98075	\$31
0629400700	Alan & Sharon C	Dobie	25830 Se 25Th Way	Sammamish	WA	98075	\$31
0224069161	K & Weaver Jeanette	Douglas	25208 Se 14Th St	Sammamish	WA	98075	\$31
6127010540	Michael D	Downen	24912 Se 18Th St	Sammamish	WA	98075	\$31
0629420480	Radu Octavian & Ruxand	Dragan	1902 263Rd Ct Se	Sammamish	WA	98075	\$31
0629420440	Dan	Druta	1918 263Rd Ct Se	Sammamish	WA	98075	\$31
0629500300	Gleudson Carrilho & De	Duarte	2912 256Th Ct Se	Sammamish	WA	98075	\$31
0224069147	Richard & Suzan C	Ducharme	1303 251St Ave Se	Sammamish	WA	98075	\$31
6127010790	Marius & Alina	Dumitru	24819 Se 19Th St	Sammamish	WA	98075	\$31
0224069164	Fred W	Dunham	11610 3Rd Ave Ne	Seattle	WA	98125	\$31
0629420040	Richard	Dunn	958 111Th Ave Ne #2601	Bellevue	WA	98004	\$31
0629800370	Stephen A & Antonia C	Dworkin	439 Windsor Dr Se	Sammamish	WA	98074	\$31
0629800420	John T & Danielle	Edmunds	641 Windsor Dr Se	Sammamish	WA	98074	\$31

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PIN	Name		Address	City	State	Zip	Assessment
8691360280	Fred W	Eglin	1208 269Th Ave Se	Sammamish	WA	98075	\$31
1124069084	Bruce & Karen	Elliot	2825 252Nd Ave Se	Sammamish	WA	98075	\$31
1124069089	Bruce D & Karen A	Elliott	2825 252Nd Ave Se	Sammamish	WA	98075	\$31
0629600080	Jerry W & Kathy	Engel	25309 Se 29Th Pl	Sammamish	WA	98075	\$31
0224069102	Kyle & Natasha	Epstein	2131 W Beaver Lake Dr Se	Sammamish	WA	98075	\$31
0629800600	Darrin & Stefanie	Erdahl	24652 Se 9Th Pl	Sammamish	WA	98074	\$31
4233600250	Norman C & Tracy A	Escover	1497 244Th Pl Se	Sammamish	WA	98075	\$31
8691331000	Paul A	Evans	26577 Se 15Th St	Sammamish	WA	98075	\$31
0224069018	Jane Victoria	Farley	20 Harbor Oak Dr #31	Belvedere Tiburon	CA	94920	\$31
0224069059	Jane Victoria	Farley	20 Harbor Oak Dr #31	Belvedere Tiburon	CA	94920	\$0
0224069040	Susan C	Farley	100 Ward St #203	Seattle	WA	98109	\$31
0224069045	Susan C	Farley	100 Ward St #203	Seattle	WA	98109	\$0
0629800130	Stephen A & Kara A	Farno	848 Windsor Dr Se	Sammamish	WA	98074	\$31
0629400430	Tim & Teri	Farno	25921 Se 22Nd Pl	Sammamish	WA	98075	\$31
6127010380	Mohamed	Fathalla	1725 251St Pl Se	Sammamish	WA	98075	\$31
0629400100	John C Jr & Anais L	Fawcett	25713 Se 27Th St	Sammamish	WA	98075	\$31
0629400580	Daniel D & Teresa L	Fay	25852 Se 22Nd Pl	Sammamish	WA	98075	\$31
6127000170	Ming & Qian Dongyun	Feng	1915 249Th Pl Se	Sammamish	WA	98075	\$31
6127010600	Timour K & Eleonora D	Filipov	1722 249Th Pl Se	Sammamish	WA	98075	\$31
8691360800	Katrina	Fleming	1127 268Th Way Se	Sammamish	WA	98075	\$31
0629400870	Shad J & Pamela C	Flynn	25807 Se 25Th Way	Sammamish	WA	98075	\$31
6127001040	Chungwei	Foong	1932 249Th Pl Se	Sammamish	WA	98075	\$31
8691350160	Kevin	Foreman	26628 Se 15Th St	Sammamish	WA	98075	\$31
0629400920	Gregory J	Foronda	25847 Se 25Th Way	Sammamish	WA	98075	\$31
0224069193	Nw	Forterra	901 5Th Ave #2200	Seattle	WA	98116	\$31
0629800400	Investment Llc	Forte-Samm	625 Windsor Dr Se	Sammamish	WA	98074	\$31
6127011010	Heideh	Fotovatjah	1825 251St Pl Se	Sammamish	WA	98075	\$31
8691360090	Stephen & Pamela	Franklin	26808 Se 14Th Ct	Sammamish	WA	98075	\$31
6799600190	Weston T & Beth A	Fraser	24867 Se 17Th St	Sammamish	WA	98075	\$31
1124069093	Charles R & Freechtle	Freeman	25607 Se 28Th St	Sammamish	WA	98075	\$31
0629500220	Jay	Freer	2907 257Th Pl Se	Sammamish	WA	98075	\$31
6127010880	Yu & Jin Liu	Fu	24909 Se 18Th St	Sammamish	WA	98075	\$31
8691360970	Tze-Rong & Dongguang Louis	Fu	1411 268Th Way Se	Sammamish	WA	98075	\$31

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PIN	Name		Address	City	State	Zip	Assessment
0629600020	Glenn Myers	Fulton	2906 252Nd Ave Se	Sammamish	WA	98075	\$31
8691360540	R Bruce	Gale	26811 Se 9Th Way	Sammamish	WA	98075	\$31
8691360080	Alexander & Maria Gelb	Gamous	26814 Se 14Th Ct	Sammamish	WA	98075	\$31
6127000250	Rajavel & Sripriya	Ganapathy	24828 Se 20Th Ct	Sammamish	WA	98075	\$31
0629500370	Thorsten W & Bayne Steph	Ganz	2913 256Th Ct Se	Sammamish	WA	98075	\$31
6127010440	Ilana & Boris	Garber	1704 250Th Ct Se	Sammamish	WA	98075	\$31
6127000880	Vijay K & Kalpana	Garg	2202 250Th Pl Se	Sammamish	WA	98075	\$31
0629400850	Blanca	Garza	25743 Se 25Th Way	Sammamish	WA	98075	\$31
8691350110	Paul	Gauvin	1549 267Th Pl Se	Sammamish	WA	98075	\$31
0629600190	Curtis	Geertgens	3001 255Th Ave Se	Sammamish	WA	98075	\$31
2177500345	Jack W & Amy M	Gehrke	2049 E Beaver Lake Dr Se	Sammamish	WA	98075	\$31
6127000600	Jeremy T & Michele E	Geiger	2127 249Th Pl E	Sammamish	WA	98075	\$31
8691360060	Patrick & Tanya	Gelle	26821 Se 14Th Court	Sammamish	WA	98075	\$31
0629500310	Jonathan & Christie	Gemet	2908 256Th Ct Se	Sammamish	WA	98075	\$31
0224069131	Joseph J Jr & Ann Gera	Gerace	1750 254Th Pl Se	Sammamish	WA	98075	\$31
6127010840	Sourav & Suranjana	Ghosh	24853 Se 19Th St	Sammamish	WA	98075	\$31
0629800180	Darrin & Ikeda Makiko	Gietzel	410 Windsor Dr Se	Sammamish	WA	98074	\$31
0629500170	Diego & Tabitha N	Gilscarbo	2813 257Th Pl Se	Sammamish	WA	98075	\$31
6127001100	Michelle P	Giovanola	2003 250Th Pl Se	Sammamish	WA	98075	\$31
6127010120	Kevin R & Cheryl L Hoo	Glasse	2002 251St Pl Se	Sammamish	WA	98075	\$31
8691330950	Christopher Allan & M	Goelkel	26568 Se 15Th St	Sammamish	WA	98075	\$31
0224069196	David & Judy	Goldfarb	1885 W Beaver Lake Dr Se	Sammamish	WA	98075	\$31
6127010430	Daniel F & Christina S	Gomez	1708 250Th Ct Se	Sammamish	WA	98075	\$31
6127010970	Vijay & Kripa Raghavend	Gopal	25017 Se 18Th St	Sammamish	WA	98075	\$31
0224069156	Ajay & Aishwarya Rama	Gopalan	1436 248Th Ave Se	Sammamish	WA	98075	\$31
6127000490	Sunil & Yerramilli A	Goparaju	2031 248Th Pl Se	Sammamish	WA	98075	\$31
8691360470	Wayne R & Janette M	Gould	26802 Se 9Th Way	Sammamish	WA	98075	\$31
6127000800	Venkatesha & Anitha Tel	Gowda	2242 250Th Pl Se	Sammamish	WA	98075	\$31
0629800160	Raymond D & Barriann D	Gram	818 Windsor Dr Se	Sammamish	WA	98074	\$31
0224069130	International In	Greenspace	2333 Ne 94Th St	Seattle	WA	98115	\$31
0629400590	Joseph D & Ardeth M	Gregg	25850 Se 22Nd Pl	Sammamish	WA	98075	\$31
0629800440	Steven J	Grimmer	803 Windsor Dr Se	Sammamish	WA	98074	\$31
0629500280	Anthony J	Grossi	2922 256Th Ct Se	Sammamish	WA	98075	\$31

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PIN	Name		Address	City	State	Zip	Assessment
0224069076	Gerald	Grummer	1552 248Th Ave Se	Sammamish	WA	98075	\$31
8691450130	Rajeev & Annette	Gulati	1258 267Th Pl Se	Sammamish	WA	98075	\$31
0629410060	Gregory M & Peggy T	Gunderson	26021 Se 23Rd Pl	Sammamish	WA	98075	\$31
0629800650	John C	Gunning	24413 Se 7Th Ct	Sammamish	WA	98074	\$31
6799600110	Yaqing & Jianhua Duan	Guo	24844 Se 17Th Pl	Sammamish	WA	98075	\$31
8691360990	Roger R	Guo	1427 268Th Wy Se	Sammamish	WA	98072	\$31
8691360860	Yonghong & Zhimin Cao	Guo	1213 268Th Way Se	Sammamish	WA	98075	\$31
6127010890	Amit & Vanita	Gupta	24915 Se 18Th St	Sammamish	WA	98075	\$31
6127001130	Manoj & Madhavi	Gupta	15850 40Th St Ne #D219	Redmond	WA	98052	\$31
9475990150	Puneet & Agarwal Suchit	Gupta	1362 247Th Place Se	Sammamish	WA	98075	\$31
8691360310	Rakesh & Kajal R	Gupta	1114 269Th Av Se	Sammamish	WA	98075	\$31
8691360730	Nishant & Anju Aggarwal	Gupta	1112 268Th Way Se	Sammamish	WA	98075	\$31
0629420020	Pedro Jr & Colleen	Gutierrez	2007 263Rd Pl Se	Sammamish	WA	98075	\$31
0629410270	Gary E & Linda M	Haight	25935 Se 22Nd Pl	Sammamish	WA	98075	\$31
8691360930	Brian O & Carrie E	Haines	1325 268Th Way Se	Sammamish	WA	98075	\$31
0224069119	Mary Geneva	Hall	1443 247Th Ave Se	Sammamish	WA	98075	\$31
0629600050	Samir A	Hallak	17105 Ne 43Rd Ter	Redmond	WA	98052	\$31
0629500290	Paul H & Patricia M	Halstead	2916 256Th Ct Se	Sammamish	WA	98075	\$31
0224069053	Gary L	Hamilton	Po Box 381	Issaquah	WA	98027	\$31
0629500010	Wei & Yingxin Guo	Han	2924 257Th Pl Se	Sammamish	WA	98075	\$31
0629500250	Sang	Han	2919 257Th Pl Se	Sammamish	WA	98075	\$31
0629500210	Grandee J	Han	2905 257Th Pl Se	Sammamish	WA	98075	\$31
1124069037	Kurt & Barbara	Hansen	2811 252Nd Av Se	Sammamish	WA	98075	\$31
0224069113	Gary	Hanson	1601 247Th Ave Se	Sammamish	WA	98075	\$31
0629800500	John E & Marina L	Hardwick	857 Windsor Dr Se	Sammamish	WA	98074	\$31
0629400640	Stephen J & Diane L St	Harper	25889 Se 22Nd Pl	Sammamish	WA	98075	\$31
1124069105	Kent & Pauline	Harrison	2615 E Beaver Lake Dr Se	Sammamish	WA	98075	\$31
8099800620	Benjamin & Doris E	Harrison	22975 Se Black Nggt Rd #153	Issaquah	WA	98029	\$31
0224069117	Clark & Laura	Hartley	24617 Se 14Th St	Sammamish	WA	98075	\$31
6127010530	Iman & Utama Caroline	Haryadi	24916 Se 18Th St	Sammamish	WA	98075	\$31
9476010040	Akram M Hussein & Yasm	Hassan	24834 Se 13Th Pl	Sammamish	WA	98075	\$31
0224069163	David Michael Bowen	Hawley	1328 254Th Pl Se	Sammamish	WA	98075	\$31
0629420260	Thomas M & Amy M	Hayes	26305 Se 21St Pl	Sammamish	WA	98075	\$31

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PIN	Name		Address	City	State	Zip	Assessment
6127010680	Jun Lei & Su Lei Ma	He	1805 249Th Pl Se	Sammamish	WA	98075	\$31
8691360940	Tao & Yu Sheng	He	1123 Sunset Blvd #B	Arcadia	CA	91007	\$31
9476010100	John & Kristel Gail Tyr	Heard	24817 Se 13Th Pl	Sammamish	WA	98075	\$31
8691360760	Russell J & Nicole J	Heeter	1101 268Th Way Se	Sammamish	WA	98075	\$31
6127000480	Robert N & Mellssa	Hehkamp	2025 248Th Pl Se	Sammamish	WA	98075	\$31
0629400670	Robert & Brend	Heiligenberg	2317 259Th Pl Se	Sammamish	WA	98075	\$31
0224069107	Bruce G&Lois Ann	Helbert	25201 Se 14Th St	Sammamish	WA	98075	\$31
8099800640	Scott	Hellem	24936 Se 30Th St	Sammamish	WA	98075	\$31
0629400200	Thomas E & Sheila Sol	Hermann	2741 258Th Place Se	Sammamish	WA	98075	\$31
0629400660	David A & Marilyn	Hildebrand	2311 259Th Pl Se	Sammamish	WA	98075	\$31
8691360100	Robert M	Hilleary	1326 268Th Way Se	Sammamish	WA	98075	\$31
0124069018	Peter K	Himmelfarb	1822 E Beaver Lake Dr Se	Sammamish	WA	98075	\$31
0224069072	Donald & Linnea	Hircko	24501 Se 14Th St	Sammamish	WA	98075	\$31
0224069153	Donald & Linnea	Hircko	24501 Se 14Th St	Sammamish	WA	98075	\$0
8691360740	Lu Chien	Ho	1301 268Th Way Se	Sammamish	WA	98075	\$31
8099800700	Max & Florentine	Hochanadel	14225 Ne 181St Place #Q204	Woodinville	WA	98072	\$31
0629410150	Leslie J & Ma Fernan	Hoekstra	3020 Iss-Pine Lk Rd #510	Sammamish	WA	98075	\$31
0629400560	Christopher W & Leslie	Hogan	25860 Se 22Nd Pl	Sammamish	WA	98075	\$31
8691360300	Gregory B & Pamela Kor	Hohman	1122 269Th Ave Se	Sammamish	WA	98075	\$31
0629400010	Bryan L & Meghan M Norto	Hoke	25760 Se 27Th St	Sammamish	WA	98075	\$31
6127010460	Minh Phuong D & James	Holman	1707 250Th Ct Se	Sammamish	WA	98075	\$31
0224069003	William & Mary	Holmberg	1417 254Th Pl Se	Sammamish	WA	98075	\$31
0224069170	John & Rhetta	Hopfauf	1736 254Th Pl Se	Sammamish	WA	98075	\$31
0629800520	Hongmei	Hou	24637 Se 9Th Pl	Sammamish	WA	98074	\$31
0629420410	Andrew J & Kimberly R	Howe	1932 263Rd Pl Se	Sammamish	WA	98075	\$31
0629800140	Terrence T & Nancy C	Huang	830 Windsor Dr Se	Sammamish	WA	98074	\$31
6127000630	Lizhong & Donglin Jiang	Huang	2229 250Th Pl Se	Sammamish	WA	98075	\$31
0629420470	Kecheng & Carol Z Gong	Huang	1906 263Rd Ct Se	Sammamish	WA	98075	\$31
6127010700	Yanlin & Chen Ye-Huei	Huang	1813 249Th Pl Se	Sammamish	WA	98075	\$31
0224069116	William L	Hubbard	1455 247Th Ave Se	Sammamish	WA	98075	\$31
0629400180	Timothy J & Nancy S	Huber	2727 258Th Pl Se	Sammamish	WA	98075	\$31
8691360710	Vincent S	Hui	1124 268Th Way Se	Sammamish	WA	98075	\$31
0629420270	Anthony M & Jayna N	Humphreys	26309 Se 21St Pl	Sammamish	WA	98075	\$31

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PIN	Name		Address	City	State	Zip	Assessment
8691360890	Steve	Hurley	1237 268Th Way Se	Sammamish	WA	98075	\$31
6127000610	Mustafa & Noreen Awan	Husain	2207 250Th Pl Se	Sammamish	WA	98075	\$31
6127000810	Ngoc Bao	Huynh	20125 Se 24Th St	Sammamish	WA	98075	\$31
0224069061	14Th Street L L C	Igums	12330 Ne 8Th St Ste #101	Bellevue	WA	98005	\$31
0629400030	Joong-Bin & Jin Lee	Im	25750 Se 27Th St	Sammamish	WA	98075	\$31
8691330870	Jason Leslie & Qi Bo Fan	Ing	26649 Se 15Th St	Sammamish	WA	98075	\$31
0629400350	Khuzaima & Sakina K	Iqbal	25909 Se 23Rd Ct	Sammamish	WA	98075	\$31
6127010330	Mustapha & Miaojun Huan	Jaber	1705 251St Pl Se	Sammamsih	WA	98075	\$31
6127000890	Salome & Willy Johnson	Jacob	2132 250Th Pl Se	Sammamish	WA	98075	\$31
8691360650	Mark O & Jancola Mari	Jancola	1125 269Th Av Se	Sammamish	WA	98075	\$31
0629400840	Drew H	Jared	Po Box 3023	Bellevue	WA	98009	\$31
0629410080	Richard Z & Julie A	Jason	26029 Se 23Rd Pl	Sammamish	WA	98075	\$31
6127000350	Charles G & Tiann M	Jeffries	24909 Se 20Th Court	Sammamish	WA	98075	\$31
0629400280	John E & Carol J	Jendrezak	2622 259Th Ct Se	Sammamish	WA	98075	\$31
6127000710	Christopher & Kristin	Jenkins	2319 248Th Av Se	Sammamish	WA	98075	\$31
0629420220	Melanie M & Thomas G	Jennings	2101 263Rd Ln Se	Sammamish	WA	98075	\$31
8691360610	William H S & Lori A	Jensen	1023 269Th Ave Se	Sammamish	WA	98075	\$31
0629800380	John & Kelly A	Jester	607 Windsor Dr Se	Sammamish	WA	98074	\$31
6127010950	Mobinul H & Afroza Ah	Joarder	25009 Se 18Th St	Sammamish	WA	98075	\$31
6127000560	Sameer & Prajkta P Kunte	Jog	2139 248Th Pl Se	Sammamish	WA	98075	\$31
0629500060	Sonie	John	2909 257Th Pl Se	Sammamish	WA	98075	\$31
0629800470	Gary & Eleanor	Johnson	827 Windsor Dr Se	Sammamish	WA	98074	\$31
8691330860	Kent	Johnson	26645 Se 15Th St	Sammamish	WA	98075	\$31
1124069040	Howard & Judith N	Johnson	2521 E Beaver Lake Dr Se	Sammamish	WA	98075	\$31
6799600160	Timothy D & Ratsamy	Johnson	24821 Se 17Th St	Sammamish	WA	98075	\$31
0629800630	Michael W & Melinda R	Johnson	24516 Se Windsor Blvd	Samammish	WA	98074	\$31
6127000620	Shruti & Vipin Shrivast	Johri	2219 250Th Pl Se	Sammamish	WA	98075	\$31
0629400830	Preston And Angela	Jones	25711 Se 25Th Way	Sammamish	WA	98075	\$31
0629420230	Randy Allan	Jones	2105 263Rd Lane Se	Sammamish	WA	98075	\$31
0224069104	Michael L & Carolyn G	Jones	1610 248Th Ave Se	Sammamish	WA	98075	\$31
6127010270	Sunil & Suja S	Joseph	1802 251St Pl Se	Sammamish	WA	98075	\$31
6799600080	Dipesh & Chaitali Megha	Joshi	24886 Se 17Th Pl	Sammamish	WA	98075	\$31
9475990030	Amit Mukesh & Pragna A	Joshi	24718 Se 13Th Pl	Sammamish	WA	98075	\$31

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PIN	Name		Address	City	State	Zip	Assessment
6127000420	William W Jr	Jukes	2120 248Th Pl Se	Sammamish	WA	98075	\$31
0224069120	Rhonda S	Kaetzel	1725 W Beaver Lake Dr Se	Sammamish	WA	98075	\$31
0629400220	Joseph S=Gail	Kaltenbacher	2736 258Th Pl Se	Sammamish	WA	98075	\$31
3001400020	Tyler & Jenna	Kaluza	1836 W Beaver Lake Dr Se	Sammamish	WA	98075	\$31
9475990080	Harshad N & Chandan R P	Kamat	1341 247Th Pl Se	Sammamish	WA	98075	\$31
6127010170	Sandeep R & Sharmi	Kanaparthi	1908 251St Pl Se	Sammamish	WA	98075	\$31
0629410180	Raghunandan & Kandala	Kandala	26008 Se 23Rd Pl	Sammamish	WA	98075	\$31
0629500360	Michael J	Kang	2907 256Th Ct Se	Sammamish	WA	98075	\$31
0629400480	Srinivas & Amrutha	Kanumuri	25916 Se 22Nd Pl	Sammamish	WA	98075	\$31
6127010570	Ankur & Ritika Tannan	Kapoor	1812 249Th Pl Se	Sammamish	WA	98075	\$31
6127010710	Theodoros C & Olga K	Kariotis	1817 249Th Pl Se	Sammamish	WA	98075	\$31
9476010130	Sharad & Sonali	Kasab	1350 248Th Ave Se	Sammamish	WA	98075	\$31
0629410280	Brajesh & Roopa	Katare	25939 Se 22Nd Pl	Sammamish	WA	98075	\$31
0629600140	John Robert & Holly Eli	Keene	11255 Kirkland Way #100	Kirkland	WA	98033	\$31
6127000500	Rajesh & Geeta Subrahm	Khetan	2035 248Th Pl Se	Sammamish	WA	98075	\$31
6799600060	Dmitry & Sukhovitskaya	Khrol	1828 248Th Pl Se	Sammamish	WA	98075	\$31
8691360840	Jake Choudet & Michelle	Khuon	26730 Se 12Th Wy	Sammamish	WA	98075	\$31
0629500100	Kisoo & Sonya	Kim	2804 257Th Pl Se	Sammamish	WA	98075	\$31
0629400750	Sue	Kim	2435 258Th Ct Se	Sammamish	WA	98075	\$31
6127001210	Abhijit & Mallar Divya	Kini	2123 250Th Pl Se	Samamish	WA	98075	\$31
0629600100	Keri S & Douglas C	Kirton	25325 Se 29Th Pl	Sammamish	WA	98075	\$31
6799600100	Vivekanand	Kirubanandan	24858 Se 17Th Pl	Sammamish	WA	98075	\$31
8691350150	Dominic P & Tracy S	Kistner	26632 Se 15Th St	Sammamish	WA	98075	\$31
8691330880	Michael K & Rhonda L	Klee	26650 Se 15Th St	Sm	WA	98075	\$31
0629400260	Brad C	Kleinfelder	2636 259Th Ct Se	Sammamish	WA	98075	\$31
8099800760	David W & Kari L	Klosterman	24730 Se 28Th Pl	Sammamish	WA	98075	\$31
0629600030	Darren & Amato-Knapp Al	Knapp	2822 252Nd Ave Se	Sammamish	WA	98075	\$31
8691450210	Homes Partners Ll	Knollwood	14410 Bel Red Rd	Bellevue	WA	98007	\$31
0629420490	Joo Y & Jeong	Ko	1901 263Rd Ct Se	Sammamish	WA	98075	\$31
0224069097	Koki & Takahashi Ayano	Kobata	2203 W Beaver Lake Dr Se	Sammamish	WA	98075	\$31
4233600260	Ramesh & Krishna K	Kolavennu	1471 244Th Pl Se	Sammamish	WA	98075	\$31
8691360180	Vamsi & Swapna Sa	Komanapalli	1207 269Th Ave Se	Sammamish	WA	98075	\$31
6127000920	Wai & Xu Jinmei	Kong	2122 249Th Pl Se	Sammamish	WA	98075	\$31

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PIN	Name		Address	City	State	Zip	Assessment
9475990110	Zhike & Ruoyun Zhen	Kong	1371 247Th Pl Se	Sammamish	WA	98075	\$31
0629420350	Pakamas & Sharp G	Kongthavorn	2104 263Rd Pl Se	Sammamish	WA	98075	\$31
6127000740	Bon	Koo	24829 Se 22Nd Ct	Sammamish	WA	98075	\$31
8691360250	Sean H & Aimee E	Kooley	1232 269Th Ave Se	Sammamish	WA	98075	\$31
0224069174	Jeffrey S	Kopanke	1719 W Beaver Lake Dr Se	Sammamish	WA	98075	\$31
6127000650	Michael & Joanne	Kophs	2241 250Th Pl Se	Sammamish	WA	98075	\$31
8691450150	Aaron B & Paula M	Koransky	1302 267Th Pl Se	Sammamish	WA	98075	\$31
0124069032	Donald D & Piper D	Koslowsky	22238 Se 7Th St	Sammamish	WA	98074	\$31
6127000550	Srinivasachakrapa	Kotipalli	2133 248Th Pl Se	Sammamish	WA	98075	\$31
0224069100	Suzanne - Living T	Krahling	25112 Se 17Th St	Sammamish	WA	98075	\$31
0224069106	Scott	Krahling	12330 Se 8Th St Ste 101	Bellevue	WA	98005	\$31
0629400570	John & Cynthia	Krass	25856 Se 22Nd Pl	Sammamish	WA	98075	\$31
0629410290	David C & Molly A	Kremer	25943 Se 22Nd Pl	Sammamish	WA	98075	\$31
6127000300	Meenakshi & Thyagara	Krishnan	24801 Se 20Th Ct	Sammamish	WA	98075	\$31
6127010500	Vladimir & Natalya R	Kritchko	24928 Se 18Th St	Sammamish	WA	98075	\$31
8691360400	Christopher A & Jinhee	Kuhl	902 269Th Ave Se	Sammamish	WA	98075	\$31
6799600210	Sudhir G & Trupti S	Kulkarni	24809 Se 17Th Place	Sammamish	WA	98075	\$31
6127010960	Vikram & Smitha Nair	Kumar	25013 Se 18Th St	Sammamish	WA	98075	\$31
6127010630	Ajay & Sunita	Kumar	1709 249Th Pl Se	Sammamish	WA	98075	\$31
6127010320	Pawan & Patwa Anukriti	Kumar	1706 251St Pl Se	Sammamish	WA	98075	\$31
6127001090	William H & Sau Ming Won	Kung	2001 250Th Pl Se	Sammamish	WA	98075	\$31
6127000720	Padmaraj & Dolly	Kunnukattil	2330 248Th Ave Se	Sammamish	WA	98075	\$31
0629420320	Gregory A & Meredith L	Kurtz	2122 263Rd Pl Se	Sammamish	WA	98075	\$31
8691360140	David & Connie L Leung	Kwan	1228 268Th Way Se	Sammamish	WA	98075	\$31
8691350040	Chong Sun	Kyong	1542 267Th Pl Se	Sammamish	WA	98075	\$31
6127000940	Khoj & Munira	Ladha	2112 249Th Pl Se	Sammamish	WA	98075	\$31
0629800100	Douglas & Kerri	Landeis	24739 Se Windsor Bl	Sammamish	WA	98074	\$31
9475990180	Michele & Mirna E Guz	Lanzara	1332 247Th Pl Se	Sammamish	WA	98075	\$31
9475990100	Jeppe Oskar Meyer & Ch	Larsen	1361 247Th Pl Se	Sammamish	WA	98075	\$31
4233600330	Park Hoa	Lawson	2630 116Th Ave Ne #100	Bellevue	WA	98004	\$31
4233600360	Park Hoa	Lawson	2630 116Th Ave Ne #100	Bellevue	WA	98004	\$31
0629400320	Sean M	Leary	2633 259Th Ct Se	Sammamish	WA	98075	\$31
6127000450	Timothy F & Lau Kiu J	Lee	2032 248Th Pl Se	Sammamish	WA	98075	\$31

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PIN	Name		Address	City	State	Zip	Assessment
6127001060	Joyce	Lee	2032 248Th Pl Se	Samamish	WA	98075	\$31
6127000050	Wing & Judy	Lee	2030 250Th Pl Se	Sammamish	WA	98075	\$31
0629420370	Woo & Cecilia I	Lee	2022 263Rd Pl Se	Sammamish	WA	98075	\$31
8691360770	Johnny & Catherine Tong	Lee	1105 268Th Way Se	Sammamish	WA	98075	\$31
8691330890	Sekfai P & Betty Ng	Leung	26648 Se 15Th St	Sammamish	WA	98075	\$31
6127000400	Shui Kuen	Leung	2119 249Th Pl Se	Sammamish	WA	98075	\$31
6127010830	Hongkang	Liang	2815 130Th Pl Ne	Bellevue	WA	98005	\$31
8691350020	Toan	Lieu	1558 267Th Pl Se	Sammamish	WA	98075	\$31
0629500260	Zheng & Yan Lu	Lin	2923 257Th Pl Se	Sammamish	WA	98074	\$31
0629400300	Bin And Aizhen Liu	Lin	2625 259Th Ct Se	Sammamish	WA	98075	\$31
6127000190	Family Real Estate Llc	Lin	23982 Se 10Th St	Sammamish	WA	98075	\$31
6127000830	Roger D & Sonia S	Lin	2228 250Th Pl Se	Sammamish	WA	98075	\$31
6127010190	Jeffrey	Lin	1838 251St Pl Se	Sammamish	WA	98075	\$31
6127010390	Diane	Lin	1724 250Th Ct Se	Sammamish	WA	98075	\$31
0224069177	Rand M	Little	1925 W Beaver Lk Dr Se	Sammamish	WA	98075	\$31
0629500190	Jianmin & Xia Jin	Liu	2901 257Th Pl Se	Sammamish	WA	98075	\$31
0629420450	Shengyi & Qun Yu	Liu	1914 263Rd Ct Se	Sammamish	WA	98075	\$31
0629410100	John C	Loff	26037 Se 23Rd Pl	Sammamish	WA	98075	\$31
9475990160	Irene V & Daniel J	Longhi	1352 247Th Pl Se	Sammamish	WA	98075	\$31
6127000410	Mahesh S & Arti	Lotlikar	24902 Se 21St Pl	Sammamish	WA	98075	\$31
0224069115	James K	Louie	1690 244Th Ave Se	Sammamish	WA	98075	\$31
0224069122	Carter Rumsey & Maria	Lowery	1308 251St Ave Se	Sammamish	WA	98075	\$31
0224069135	Development Llc	Lozier	1300 114Th Ave Se #100	Bellevue	WA	98004	\$31
0224069075	Development Llc	Lozier	1300 114Th Ave Se #100	Bellevue	WA	98004	\$0
9475990010	Szu Chiang & Shya-Chyong T	Lu	24748 Se 13Th Pl	Sammamish	WA	98075	\$31
8691360910	Miaoqin	Lu	1756 268Th Pl Se	Sammamish	WA	98075	\$31
0629500240	Khanh K	Luong	2915 257Th Pl Se	Sammamish	WA	98075	\$31
0629500330	Yixing & Zhen Xu	Ma	2902 256Th Ct Se	Sammamish	WA	98075	\$31
8691360420	David C & Emily Fynn	Ma	26908 Se 9Th Way	Sammamish	WA	98075	\$31
8691450140	Xin & Jing Liao	Ma	1262 Se 267Th Pl	Sammamish	WA	98075	\$31
6127000860	Natalia	Mackevicius	2214 250Th Pl Se	Sammamish	WA	98075	\$31
0629800340	Kent A & Renee N	Maclachlan	411 Windsor Dr Se	Sammamish	WA	98074	\$31
0629400360	Russell T & Anna E	Madlener	25917 Se 23Rd Ct	Sammamish	WA	98075	\$31

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PIN	Name	Address	City	State	Zip	Assessment
6799600120	Animesh	Mahaparta	24830 Se 17Th Pl	Sammamish	WA 98075	\$31
6127001050	Govind	Maharaj	1930 249Th Pl Se	Sammamish	WA 98075	\$31
6127000210	Rajeev Kumar & Ruc	Maheshwari	1931 249Th Pl Se	Sammamish	WA 98075	\$31
6127000790	Toshin & Nidha Ghai	Makarh	2246 250Th Pl Se	Sammamish	WA 98075	\$31
6127010350	Vijay Narayan Rama	Maledath	1713 251St Pl Se	Sammamish	WA 98075	\$31
6127000900	Harvinder & Manisha	Malhotra	2134 249Th Pl Se	Sammamish	WA 98075	\$31
6127010490	Rajiv & Deepali	Malik	24932 Se 18Th St	Sammamish	WA 98075	\$31
0224069173	Nino F	Mallamo	1733 W Beaver Lk Dr	Sammamish	WA 98075	\$31
6127001140	Sreenivas & Radhik	Mallipeddi	2027 250Th Pl Se	Sammamish	WA 98075	\$31
9475990200	Srinivasa Reddy & Kavita	Manda	24788 Se 13Th Pl	Sammamish	WA 98075	\$31
0629800150	Jeffrey & Linda	Mandel	822 Windsor Dr Se	Sammamish	WA 98053	\$31
8691360780	Pamela B	Mandel	1113 268Th Way Se	Sammamish	WA 98075	\$31
6127000100	David M & Sarah	Manningsmith	2004 250Th Pl Se	Sammamish	WA 98075	\$31
8691350120	Shaowei & Huang Yan	Mao	1557 267Th Pl Se	Sammamish	WA 98075	\$31
6127000310	Sean M & Samantha	Maplethorpe	23305 Se 35Th Pl	Sammamish	WA 98075	\$31
0629400730	Scott & Bellehumeur Mo	Marber	2438 258Th Ct Se	Sammamish	WA 98075	\$31
1124069102	Louis A	Marchi	2619 E Beaver Lk Dr Se	Sammamish	WA 98075	\$31
6127010020	Lenuta Helen	Maricza	1906 250Th Pl Se	Sammamish	WA 98075	\$31
6127000750	Eric B & Laura M	Marquez	24835 Se 22Nd Ct	Sammamish	WA 98075	\$31
6127010280	Joseph G	Martinez	1730 251St Pl Se	Sammamish	WA 98075	\$31
8691360620	Raymond & Cecelia	Martinez	1031 269Th Ave Se	Sammamish	WA 98075	\$31
0629420240	Zak & Harris Stef	Martinkosky	2109 263Rd Ln Se	Sammamish	WA 98075	\$31
6799600090	Colin J & Cornelia Joh	Masson	24872 Se 17Th Pl	Sammamish	WA 98075	\$31
8691360690	Myles H	Matias	1138 268Th Wy Se	Sammamish	WA 98075	\$31
8691360480	Julie A & Gregory A	Matthews	26734 Se 9Th Wy	Sammamish	WA 98075	\$31
0629400900	Richard & Dana Muirhe	Maurice	25825 Se 25Th Way	Sammamish	WA 98075	\$31
0629400370	Charles A & Linda K	Mauzy	25923 Se 23Rd Ct	Sammamish	WA 98075	\$31
8691360340	Jennifer & Spencer	Mayes	1020 269Th Ave Se	Sammamish	WA 98075	\$31
0629400550	Michael S & Julie A	Mayo	25864 Se 22Nd Pl	Sammamish	WA 98075	\$31
8691360720	Phil J & Gina	Mazzaferro	1118 268Th Wy Se	Sammamish	WA 98075	\$31
8099800630	Nabb Joseph G	Mc	24944 Se 30Th St	Sammamish	WA 98075	\$31
0629400060	Mathew & Marie	Mcbride	25732 Se 27Th St	Sammamish	WA 98075	\$31
0629420280	Kevin & Krystl	Mccandlish	26313 Se 21St Pl	Sammamish	WA 98075	\$31

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PIN	Name	Address	City	State	Zip	Assessment
8691360350	Jerome F Iii & Chris	Mccarthy	1012 269Th Av Se	Sammamish	WA 98075	\$31
0629600160	Hector Martin & Ana	Mcdermott	2804 255Th Ave Se	Sammamish	WA 98075	\$31
0224069148	Robert V	Mcdonald	1307 251St Av Se	Sammamish	WA 98075	\$31
0224069152	Doug G	Mcdorman	24525 Se 14Th St	Sammamish	WA 98075	\$31
9475990020	William E & Terri L	Mcguire	24728 Se 13Th Pl	Sammamish	WA 98075	\$31
0224069041	William E & Cynthia	Mcintire	1915 W Beaver Lake Dr Se	Sammamish	WA 98075	\$31
0629420420	Patrick L & Elke	Mckenzie	1926 263Rd Ct Se	Sammamish	WA 98075	\$31
8691350060	James S & Judith A	Mckinley	1530 267Th Pl Se	Sammamish	WA 98075	\$31
0629800410	Larry & Suzi	Mckinney	633 Windsor Dr Se	Sammamish	WA 98074	\$31
0629420360	Michelle P & Josep	Mclaughlin	2028 263Rd Pl Se	Sammamish	WA 98075	\$31
0629800610	Julene E	Mcnerney	24646 Se 9Th Pl	Sammamish	WA 98074	\$31
8691360110	Zac & Nichole	Mcquistan	1316 268Th Way Se	Sammamish	WA 98075	\$31
6127000660	Venkata & Dontharaju S	Meduri	2247 250Th Pl Se	Sammamish	WA 98075	\$31
0224069010	Cynthia & Robert	Meek	2629 231St St Se	Sammamish	WA 98075	\$31
0629400340	James & Tamitha	Mekeel	2314 259Th Pl Se	Sammamish	WA 98075	\$31
6127001030	Andrey & Olga	Meleshko	2002 249Th Pl Se	Sammamish	WA 98075	\$31
6127010520	Daniel H Rubiolo & Ma	Mendoza	24920 Se 18Th St	Sammamish	WA 98075	\$31
6127000520	Prasad & Dola	Mettu	2115 248Th Pl Se	Sammamish	WA 98075	\$31
0629400450	Steve M & Lindsay	Meyer	25934 Se 22Nd Pl	Sammamish	WA 98075	\$31
6127000280	Val M & Kristine M	Meyer	24808 Se 20Th Ct	Sammamish	WA 98075	\$31
0224069141	Gregg & Karen	Middaugh	24905 Se 14Th St	Sammamish	WA 98075	\$31
8691360270	Jeffrey A & Melinda L	Mikus	1218 269Th Ave Se	Sammamish	WA 98075	\$31
0224069070	Donald W & Kathleen A	Miller	1603 248Th Ave Se	Issaquah	WA 98029	\$31
0224069118	Roger Colin & Denise M	Miller	1425 247Th Ave Se	Sammamish	WA 98075	\$31
1124069107	Louis H & Beverly A	Mills	25208 Se 28Th St	Sammamish	WA 98075	\$31
8691330980	Mark P & Lauren A	Mincin	26555 Se 15Th St	Sammamish	WA 98075	\$31
6127010550	Manoranjan & Rashmi Pa	Mishra	24908 Se 18Th St	Sammamish	WA 98075	\$31
6127000690	Jerry & Janet	Mitchell	24803 Se 22Nd Ct	Sammamish	WA 98075	\$31
6127001150	Vipul A & Pritiben	Modi	2029 250Th Pl Se	Sammamish	WA 98075	\$31
6127000370	Arabinda & Debasmit	Mohapatra	2031 249Th Pl Se	Sammamish	WA 98075	\$31
8691360960	Ravindra & Vinita	Mohite	1403 268Th Way Se	Sammamish	WA 98075	\$31
0224069172	Jennie A & David K	Moore	1920 W Beaver Lake Dr Se	Sammamish	WA 98075	\$31
8099800580	Elizabeth & Matthew	Moravec	25112 Se 30Th St	Sammamish	WA 98075	\$31

Exhibit 3

PIN	Name		Address	City	State	Zip	Assessment
0629400490	John P & Sally L	Morgan	25910 Se 22Nd Pl	Sammamish	WA	98075	\$31
6127000070	Sergey N	Moroz	2020 250Th Pl Se	Sammamish	WA	98075	\$31
0629400380	Thomas G & Jill R	Mounsey	25924 Se 23Rd Ct	Sammamish	WA	98075	\$31
6127010780	Tarakarao & Srilaks	Mukkamala	24815 Se 19Th St	Sammamish	WA	98075	\$31
0224069142	Federico Antonio	Munoz-King	1304 251St Ave Se	Sammamish	WA	98075	\$31
8691360560	Kenneth Wendell & Lari	Murphy	26825 Se 9Th Wy	Sammamish	WA	98075	\$31
0629400770	Mark T & Jane C	Murphy	2441 258Th Ct Se	Sammamish	WA	98075	\$31
0224069158	Amy S	Myers	25206 Se 18Th Pl	Sammamish	WA	98075	\$31
0629420140	Jayanthi	Mylsamy	2014 263Rd Ln Se	Sammamish	WA	98075	\$31
6127000760	Michael S	Naddef	2258 250Th Pl Se	Sammamish	WA	98075	\$31
8691360460	Robert E	Nadell	26810 Se 9Th Way	Sammamish	WA	98075	\$31
6127011020	Jagadeesan & Son	Nagasundaram	1829 251St Pl Se	Sammamish	WA	98075	\$31
0224069021	Nagaraju V	Naidu	2322 251St Ave Se	Sammamish	WA	98075	\$31
6127010650	Anil	Nair	215 238Th Ave Se	Sammamish	WA	98074	\$31
8691350100	Jerry M & Mary Lou	Nakao	1541 267Th Pl Se	Sammamish	WA	98075	\$31
0629420050	Padmakumar & Ushasr	Narayanan	2025 263Rd Pl Se	Sammamish	WA	98075	\$31
0224069132	Daniel Thomas & Susan Ma	Nash	1749 W Beaver Lake Dr Se	Sammamish	WA	98075	\$31
0629800060	Pankaj & Jacqueline	Nauriyal	24601 Se 9Th Pl	Sammamish	WA	98074	\$31
8691330960	Thomas J & Kara B	Neary	26562 Se 15Th St	Sammamish	WA	98075	\$31
0629410250	Douglas J & Janet G	Neese	25942 Se 22Nd Pl	Sammamish	wa	98075	\$31
0629800540	Petrus Abel & Twanette	Nel	24677 Se 9Th Pl	Sammamish	WA	98074	\$31
0629400150	Kirk R & Patricia Z	Nelson	25751 Se 27Th St	Sammamish	WA	98075	\$31
6799600150	Aravind & Aparna	Neravetla	24803 Se 17Th St	Sammamish	WA	98075	\$31
6127010470	Oleksandr & Iryn	Netrebchenko	1715 250Th Ct Se	Sammamish	WA	98075	\$31
0629800660	Jeffrey W & Hilda C	Neumann	24419 Se 7Th Ct	Sammamish	WA	98074	\$31
6799600040	Wai-Peng & Yeang Siao C	Ng	1856 248Th Pl Se	Sammamish	WA	98075	\$31
0629400680	Christy K & Dung Tran	Nguyen	25846 Se 25Th Wy	Sammamish	WA	98075	\$31
8691360680	Thien & Thu Tinh Phan	Nguyen	1144 268Th Wy Se	Sammamish	WA	98075	\$31
0224069180	Christina & Bryan	Norlien	1715 W Beaver Lake Dr Se	Sammamish	WA	98075	\$31
6799600020	Bruno M & Maria Zita C	Nowak	1884 248Th Pl Se	Sammamish	WA	98075	\$31
9476010080	Bhupinder Singh & Soma	Oberoi	24849 Se 13Th Pl	Sammamish	WA	98075	\$31
0629400040	Eric S & Stacy C	O'Daffer	25744 Se 27Th St	Sammamish	WA	98075	\$31
6127000060	Laurentiu	Olariu	2026 250Th Pl Se	Sammamish	WA	98075	\$31

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PIN	Name		Address	City	State	Zip	Assessment
0124069025	Andrew G	Olney	1720 E Beaver Lk Dr Se	Sammamish	WA	98075	\$31
6127000840	Joseph F & Mari W	Oneil	2224 250Th Pl Se	Sammamish	WA	98075	\$31
1124069087	Dennis J	O'Neill	25314 Se 28Th St	Issaquah	WA	98075	\$31
1124069088	Dennis J	O'Neill	25314 Se 28Th St	Issaquah	WA	98075	\$0
0629600150	Gary K & Monicajo	Opitz	25423 Se 28Th St	Sammamish	WA	98075	\$31
0629410130	Brian & Rose N	Osborne	26054 Se 23Rd Pl	Sammamish	WA	98075	\$31
0124069033	William C & Kathy R	Osincup	1732 East Beaver Lake Drive	Sammamish	WA	98075	\$31
8691360500	Sukjinder S & Navdeep	Otal	26723 Se 9Th Wy	Sammamish	WA	98075	\$31
3001400080	J Michael	Owens	1760 Beaver Lake Dr Se	Sammamish	WA	98075	\$31
8691340210	Investments Corp	Pacific	14410 Bel-Red Rd	Bellevue	WA	98007	\$31
8691450050	Land Investment Cor	Pacific	14410 Bel Red Rd	Bellevue	WA	98007	\$31
8691450060	Land Investment Cor	Pacific	14410 Bel Red Rd	Bellevue	WA	98007	\$31
8691450220	Land Investment Cor	Pacific	14410 Bel Red Rd	Bellevue	WA	98007	\$31
0629500150	Mohan & Dharini	Padmanabhan	2809 257Th Pl Se	Sammamish	WA	98075	\$31
6127000020	Vipin & Preeti	Padmanabhan	2108 250Th Pl Se	Sammamish	WA	98075	\$31
8691330820	James & Nancy	Paine	26601 Se 15Th St	Sammamish	WA	98075	\$31
0629420310	Meiyappan & Ooma	Palaniappan	26325 Se 21St Pl	Sammamish	WA	98074	\$31
8691360950	James	Palmeri	1341 268Th Way Se	Sammamish	WA	98075	\$31
0629420160	Gopinath & Kamini	Parasurama	918 269Th Ave Se	Sammamish	WA	98075	\$31
8691360380	Gopinath & Kamini	Parasurama	918 269Th Ave Se	Sammamish	WA	98075	\$31
6127010290	Ramakrishnan & An	Parmeswaran	1724 251St Pl Se	Sammamish	WA	98075	\$31
6127000950	Beijan	Pashae	2108 249Th Pl Se	Sammamish	WA	98075	\$31
0629400310	Stephen	Pass	2629 259Th Ct Se	Sammamish	WA	98075	\$31
8691450040	Marc & Amy E	Passalacqua	1211 267Th Pl Se	Sammamish	WA	98075	\$31
8691360630	Robert J	Pasterick	1109 269Th Ave Se	Sammamish	WA	98075	\$31
0224069155	Rajeshkumar M & Daxa C	Patel	24310 Ne 16Th St	Sammamish	WA	98074	\$31
6127000960	Sanjaykumar H & Sunitab	Patel	2104 249Th Pl Se	Sammamish	WA	98075	\$31
0629400860	Scott	Patterson	25801 Se 25Th Way	Sammamish	WA	98075	\$31
0629420250	Christopher J	Pattillo	26301 Se 21St Pl	Sammamish	WA	98075	\$31
6127000270	Steven Lee	Peden	24816 Se 20Th Ct	Sammamish	WA	98075	\$31
4233600310	Patrice & Bisson Hele	Pelland	1315 244Th Pl Se	Sammamish	WA	98075	\$31
0629800590	Eric	Peng	24658 Se 9Th Pl	Sammamish	WA	98074	\$31
6799600010	Sheng & Hui Li	Peng	1898 248Th Pl Se	Sammamish	WA	98075	\$31

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PIN	Name		Address	City	State	Zip	Assessment
0629420430	Christopher & Tracey	Perino	1922 263Rd Ct Se	Sammamish	WA	98075	\$31
0629600070	Luis A & April J	Perla	2833 253Rd Pl Se	Sammamish	WA	98075	\$31
0224069159	Larry W	Petersen	25211 Se 18Th Pl	Sammamish	WA	98075	\$31
0224069144	Daniel R & Jennifer	Peterson	24412 Se 17Th Pl	Sammamish	WA	98075	\$31
8691360790	Kirsten L & Bryan J	Phillippe	1119 268Th Wy Se	Sammamish	WA	98075	\$31
0224069078	R Douglas Iii	Phillips	25120 Se 14Th St	Sammamish	WA	98075	\$31
8691360390	Shane & Deveaux	Philpot	910 269Th Av Se	Sammamish	WA	98075	\$31
0629400070	John Maxwell & Mela	Pickering	25726 Se 27Th St	Sammamish	WA	98075	\$31
6799600280	At Beaver Lake Hoa	Pines	8201 164Th Ave Ne Ste 200	Redmond	WA	98052	\$31
9476010120	Sirisha & Chennapraga	Pingali	1340 248Th Ave Se	Sammamish	WA	98075	\$31
8691360450	Colin & Sunita	Pinto	26818 Se 9Th Way	Sammamish	WA	98075	\$31
0629800680	Afshin	Pisheyar	24420 Se 7Th Ct	Sammamish	WA	98074	\$31
3525069070	Golf L L C	Plateau	1416 112Th Ave Ne	Bellevue	WA	98004	\$31
0629800830	Golf Llc	Plateau	1416 112Th Av Ne	Bellevue	WA	98004	\$31
6127000010	Rosemary	Plunkett	2116 250Th Pl Se	Sammamish	WA	98075	\$31
6127000540	Ravi Kiran R	Poluri	2127 248Th Pl Se	Sammamish	WA	98075	\$31
8691360070	Thomas W & Marisa J	Poole	26820 Se 14Th Ct	Sammamish	WA	98075	\$31
6127000360	Fayyaz & Fatima Cal	Poonawala	24919 Se 20Th Ct	Sammamish	WA	98075	\$31
0629600130	Michael M & Deidra H	Prado	2822 253Rd Pl Se	Sammamish	WA	98075	\$31
0629500320	Kelly & Kasie	Pranghofer	2904 256Th Ct Se	Sammamish	WA	98075	\$31
6127000870	Karen A & Donald L	Prekeges	2208 250Th Pl Se	Sammamish	WA	98075	\$31
8691450280	Living Trust	Pritt	1327 267Th Pl Se	Sammamish	WA	98075	\$31
0629800720	Property Mgmt	Protocol	12320 Ne 8Th Street Ste 101	Bellevue	WA	98005	\$31
8691360670	Tony & Kelline	Prudente	1150 268Th Way Se	Sammamish	WA	98075	\$31
8691360010	Patrick W & Diana M	Pugh	1434 268Th Way Se	Sammamish	WA	98075	\$31
6127001110	Srinivasa	Puvvada	2009 250Th Pl Se	Sammamish	WA	98075	\$31
6127010230	Langing	Qiu	1822 251St Pl Se	Sammamish	WA	98075	\$31
9476010140	Qazafi & Saima A	Qureshi	1360 248Th Wf 214 Ave Se	Sammamish	WA	98075	\$31
8099800570	& E Matthews Trust	R	Po Box 31549	St Louis	MO	63131	\$31
9476010110	Ramnik V & Neelu Gu	Rajvanshi	24801 Se 13Th Pl	Sammamish	WA	98075	\$31
6127000340	Radhakrishnan & Kanth	Ramaiah	24901 Se 20Th Ct	Sammamish	WA	98075	\$31
6127010980	Anuradha	Ramasetty	1813 251St Pl Se	Sammamish	WA	98075	\$31
9476010090	Manoj K & Hima	Rami	24833 Se 13Th Pl	Sammamish	WA	98075	\$31

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PIN	Name		Address	City	State	Zip	Assessment
6127000380	Phani & Neelu	Ramisetty	2103 249Th Pl Se	Sammamish	WA	98075	\$31
8099800670	Ricardo R	Ramon	Po Box 583	Issaquah	WA	98027	\$31
0629410050	Raul & Andrea	Ramos	26017 Se 23Rd Pl	Sammamish	WA	98075	\$31
0629500270	Julia & Steve	Ramsey	25604 Se 30Th St	Sammamish	WA	98075	\$31
6127000120	Narendra & Rajvinder Kau	Rana	1918 250Th Pl Se	Sammamish	WA	98075	\$31
8691350200	Nicolas W & Olga Y	Rasek	26602 Se 15Th St	Sammamish	WA	98075	\$31
6799600230	& Naziri Wasim A &	Rasheed	1831 248Th Pl Se	Sammamish	WA	98075	\$31
6127010560	Manoj Kumar & Monalisa	Rath	24904 Se 18Th St	Sammamish	WA	98075	\$31
0629600090	Bryan P & Connie C	Rawson	25317 Se 29Th	Sammamish	WA	98075	\$31
9476010070	Anil K & Mahathi P	Reddy	24865 Se 13Th Pl	Sammamish	WA	98075	\$31
6799600270	Venkata S & Karen Lobo	Remany	1895 248Th Pl Se	Sammamish	WA	98075	\$31
0629500090	Qingchun & Shang Xinli	Ren	2808 257Th Pl Se	Sammamish	WA	98075	\$31
6127010730	Song	Ren	10165 Treble Ct	Rockville	MD	20850	\$31
6127010150	Leann	Renick	1916 251St Pl Se	Sammamish	WA	98075	\$31
8691360290	Robert G & Lois T	Renner	1130 269Th Ave Se	Sammamish	WA	98075	\$31
8099800690	Shawna & Robin	Rexroat	24750 Se 30Th St	Sammamish	WA	98075	\$31
6799600140	Rafael & Raquel Suchi	Reyes	24802 Se 17Th Pl	Sammamish	WA	98075	\$31
6127001070	Kenneth R & Melissa M	Riesen	1914 249Th Pl Se	Sammamish	WA	98075	\$31
0629800430	John S & Jill A	Robb	649 Windsor Dr Se	Sammamish	WA	98074	\$31
0629400530	David J & Cynthia L	Robichaux	25872 Se 22Nd Pl	Sammamish	WA	98075	\$31
8691350070	Urano A & Cynthia L	Robinson	1522 267Th Pl Se	Sammamish	WA	98075	\$31
8691360640	Raul	Rodriguez	1117 269Th Ave Se	Sammamish	WA	98075	\$31
8691360850	Marc A	Rohleder	1205 268Th Way Se	Sammamish	WA	98075	\$31
0629400420	Philip	Roni	25911 Se 22Nd Pl	Sammamish	WA	98075	\$31
0629420150	Joseph & Tobi Ann	Roni	2010 263Rd Ln Se	Sammamish	WA	98075	\$31
0629800670	John M	Rostas	24425 Se 7Th Ct	Sammamish	WA	98074	\$31
6127011050	Catherine L	Roy	1907 250Th Pl Se	Sammamish	WA	98075	\$31
8691350080	Michael J & Bonnie	Roylance	1525 267Th Pl Se	Sammamish	WA	98075	\$31
0629400080	Residence	Russell	25720 Se 27Th	Sammamish	WA	98075	\$31
0629400410	Daniel R & Jody J	Ryan	25908 Se 23Rd Ct	Sammamish	WA	98075	\$31
0224069036	Kyle David & Elizabeth A	Ryan	1635 W Beaver Lake Dr Se	Sammamish	WA	98075	\$31
6127011030	Ashraf A & Dalia N Amin	Saad	3740 Mykonos Ln #122	San Diego	CA	92130	\$31
6127010340	Rahul	Sachdeva	1709 251St Pl Se	Sammamish	WA	98075	\$31

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PIN	Name		Address	City	State	Zip	Assessment
8691450270	Jennifer Lee	Safruk	1331 267Th Pl Se	Sammamish	WA	98075	\$31
6127000930	Manoj K & Raj	Sahani	2118 249Th Pl Se	Sammamish	WA	98075	\$31
0124069053	City Of	Sammamish	801 228Th Ave Se	Sammamish	WA	98075	\$31
0124069054	City Of	Sammamish	801 228Th Ave Se	Sammamish	WA	98075	\$31
0224069004	City Of	Sammamish	801 228Th Ave Se	Sammamish	WA	98075	\$31
0224069189	City Of	Sammamish	801 228Th Ave Se	Sammamish	WA	98075	\$31
4233600340	City Of	Sammamish	801 228Th Ave Se	Sammamish	WA	98075	\$31
6127011080	City Of	Sammamish	801 228Th Ave Se	Sammamish	WA	90075	\$31
8691361020	City Of	Sammamish	801 228Th Ave Se	Sammamish	WA	98075	\$31
9475990210	City Of	Sammamish	801 228Th Ave Se	Sammamish	WA	98075	\$31
9476010180	City Of	Sammamish	801 228Th Ave Se	Sammamish	WA	98075	\$31
0124069006	City Of	Sammamish	801 228Th Ave Se	Sammamish	WA	98075	\$0
0224069001	City Of	Sammamish	801 228Th Ave Se	Sammamish	WA	98075	\$0
0224069056	City Of	Sammamish	801 228Th Ave Se	Sammamish	WA	98075	\$0
0224069150	City Of	Sammamish	801 228Th Ave Se	Sammamish	WA	98075	\$0
0224069190	City Of	Sammamish	801 228Th Ave Se	Sammamish	WA	98075	\$0
0224069191	City Of	Sammamish	801 228Th Ave Se	Sammamish	WA	98075	\$0
0629400930	City Of	Sammamish	801 228Th Ave Se	Sammamish	WA	98075	\$0
0629400940	City Of	Sammamish	801 228Th Ave Se	Sammamish	WA	98075	\$0
0629410330	City Of	Sammamish	801 228Th Ave Se	Sammamish	WA	98075	\$0
0629410340	City Of	Sammamish	801 228Th Ave Se	Sammamish	WA	98075	\$0
0629410350	City Of	Sammamish	801 228Th Ave Se	Sammamish	WA	98075	\$0
0629420520	City Of	Sammamish	801 228Th Ave Se	Sammamish	WA	98075	\$0
0629420530	City Of	Sammamish	801 228Th Ave Se	Sammamish	WA	98075	\$0
0629800760	City Of	Sammamish	801 228Th Ave Se	Sammamish	WA	98075	\$0
0629800770	City Of	Sammamish	801 228Th Ave Se	Sammamish	WA	98075	\$0
6127001230	City Of	Sammamish	801 228Th Ave Se	Sammamish	WA	98075	\$0
8691350210	City Of	Sammamish	801 228Th Ave Se	Sammamish	WA	98075	\$0
0629400980	Plateau	Sammamish	1510 228Th Ave Se	Sammamish	WA	98075	\$31
0629410010	Ventures Llc	Sammamish	12517 S 81St Ave	Palos Park	IL	60464	\$31
0629400540	Patrick W	Sands	25868 Se 22Nd Pl	Sammamish	WA	98075	\$31
0629420100	Ritesh & Sonali	Saraf	2106 263Rd Ln Se	Sammamish	WA	98075	\$31
0629400400	Lawrence R	Sass	25914 Se 23Rd Ct	Sammamish	WA	98075	\$31

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PIN	Name		Address	City	State	Zip	Assessment
8099800680	Yugo & Demelza D	Sato	24900 Se 30Th St	Sammamish	WA	98075	\$31
6127010990	Ferdinand B & Marilou	Saulon	1817 251St Pl Se	Sammamish	WA	98075	\$31
0629420210	Srish Prabhakar & Reen	Sawkar	2021 263Rd Ln Se	Sammamish	WA	98075	\$31
6127010810	Tarek & Khedr Manal	Sayed	24827 Se 19Th St	Sammamish	WA	98075	\$31
8691330970	William F	Schiefelbein	26558 Se 15Th St	Sammamish	WA	98075	\$31
8691350090	Brian D & Denise M	Schlosser	1533 267Th Pl Se	Sammamish	WA	98075	\$31
0629420400	David P & Rachel A	Schnebele	2004 263Rd Pl Se	Sammamish	WA	98075	\$31
3001400070	Lauren K -Trustee	Schneider	1768 W Beaver Lake Dr Se	Sammamish	WA	98075	\$31
1124069066	Steven W	Schock	25621 Se 28Th St	Sammamish	WA	98075	\$31
0629500050	Scott F	Scholz	2906 257Th Pl Se	Sammamish	WA	98075	\$31
6127000730	Kevin M & Andrea J	Scott	24823 Se 22Nd Ct	Sammamish	WA	98075	\$31
8691360240	Sean M & Stephanie O	Scott	1238 269Th Ave Se	Sammamish	WA	98075	\$31
6127010640	Meng Khan & Kho Kheng An	Seah	1713 249Th Pl Se	Sammamish	WA	98075	\$31
0629800360	Shannan & Melanie	Seelig	431 Windsor Dr Se	Sammamish	WA	98074	\$31
0629400740	Tim R & Debra L	Seely	2434 258Tg Ct Se	Sammamish	WA	98075	\$31
0224069017	Rex S & Janis S	Seil	2319 W Beaver Lake Dr Se	Sammamish	WA	98075	\$31
0629600120	Jeff & Nga	Selbig	25324 Se 29Th Pl	Sammamish	WA	98075	\$31
6127010420	Bikramjit & Rajyasree Ban	Sen	1712 250Th Ct Se	Sammamish	WA	98075	\$31
9475990120	Anura	Senanayake	1381 247Th Pl Se	Sammamish	WA	98075	\$31
8691450230	Barsana Abubakkar & R	Sethick	1379 267Th Pl Se	Sammamish	WA	98075	\$31
6127000510	Atit & Shruthi Tuppada	Shah	2109 248Th Pl Se	Sammamish	WA	98075	\$31
6127010690	Mohamed Rafiq Ali Ka	Shahul	1809 249Th Pl Se	Sammamish	WA	98075	\$31
6127000200	Chunsheng & Zhao Xiaodo	Shang	1927 249Th Pl Se	Sammamish	WA	98075	\$31
0124069047	David M & Lisa K	Shank	1714 E Beaver Lake Dr Se	Sammamish	WA	98075	\$31
6799600240	Chandru & Veena	Shankar	1847 248Th Pl Se	Sammamish	WA	98075	\$31
9476010030	Shabbir Z & Rashida Ku	Sharaf	24818 Se 13Th Pl	Sammamish	WA	98075	\$31
0629420130	Mandagere & Meera	Shashidhar	2018 263Rd Ln Se	Sammamish	WA	98075	\$31
6799600030	Aparna & Bhuthpu	Shatdarsanam	1870 248Th Pl Se	Sammamish	WA	98075	\$31
0629800070	Thomas P & Corina R	Shemanski	24605 Se 9Th Pl	Sammamish	WA	98074	\$31
6127010480	Tianjun & Lin Luo	Shi	1723 250Th Ct Se	Sammamish	WA	98075	\$31
0629410020	Stephen S	Shih	26005 Se 23Rd Pl	Sammamish	WA	98075	\$31
3001400060	Sergey & Natalya	Shilov	1776 W Beaver Lake Dr Se	Sammamish	WA	98075	\$31
6127000320	Udayasimha	Shivaswamy	24821 Se 20Th Ct	Sammamish	WA	98075	\$31

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PIN	Name		Address	City	State	Zip	Assessment
6127000970	Kallahalli & Athanikar	Shubha	2034 249Th Pl Se	Sammamish	WA	98075	\$31
0629400800	Randall A & Gayle F	Shulz	25724 Se 25Th Way	Sammamish	WA	98075	\$31
6799600130	Benjamin S & Terri L	Sigman	24816 Se 17Th Pl	Sammamish	WA	98075	\$31
0629400110	Natalie K & Smith Cl	Silvesti	25717 Se 27Th St	Sammamish	WA	98075	\$31
0224069140	Donald & Carol	Sims	25010 78Th St Se	Monroe	WA	98272	\$31
8691360410	Marsha A	Sinclair	26916 Se 9Th Way	Sammamish	WA	98075	\$31
8691360660	Heather	Sinclair	1133 269Th Ave Se	Sammamish	WA	98075	\$31
6127001080	Ashutosh & Ranjana	Singh	1921 250Th Pl Se	Sammamish	WA	98075	\$31
6127010400	Siddhartha & Monikay Ad	Singh	1720 250Th Ct Se	Sammamish	WA	98075	\$31
9476010150	Rahul & Richa Thakur	Singh	1370 248Th Ave Se	Sammamish	WA	98075	\$31
8691360210	Karthik & Shalina C	Sivakumar	1231 269Th Ave Se	Sammamish	WA	98075	\$31
6799600180	Paramasivan	Sivasubramanian	24849 Se 17Th St	Sammamish	WA	98075	\$31
0629800580	Swaminathan	Sivasubramanian	24672 Se 9Th Pl	Sammamish	WA	98074	\$31
0224069176	Theodore D & Barbara	Skipper	1930 W Beaver Lake Dr Se	Sammamish	WA	98075	\$31
0629410190	Shawn C & Salena	Skogstad	26004 Se 23Rd Pl	Sammamish	WA	98075	\$31
6127000530	Peter-Pike J & Margaret	Sloan	2121 248Th Pl Se	Sammamish	WA	98075	\$31
0629400620	Brad & Jennifer Vevea	Smith	25877 Se 22Nd Pl	Sammamish	WA	98075	\$31
0629400020	Patrick C & Sylvia C	Smith	25756 Se 27Th St	Sammamish	WA	98075	\$31
6127000570	Michelle J & Michael J	Smith	24903 Se 21St Pl	Sammamish	WA	98075	\$31
0224069103	David P & Kimberly Lynn	Smith	1825 W Beaver Lake Dr Se	Sammamish	WA	98075	\$31
0224069197	David P & Kimberly Lynn	Smith	1825 W Beaver Lake Dr Se	Sammamish	WA	98075	\$31
9475990130	Galen C & Hollie D	Smith	1382 247Th Pl Se	Sammamish	WA	98075	\$31
8691360920	Rodger A & Margert A	Smith	1317 268Th Way Se	Sammamish	WA	98075	\$31
6127000140	Darius & Reda	Snapkauskas	1901 249Th Pl Se	Sammamish	WA	98075	\$31
0629420200	Cheri D & Jon L	Snider	2017 263Rd Ln Se	Sammamish	WA	98075	\$31
8691360220	Gregory & Jill	Snow	1235 269Th Ave Se	Sammamish	WA	98075	\$31
0629400650	Nathan & Stephanie	Spanier	2219 259Th Pl Se	Sammamish	WA	98075	\$31
0629400780	Meredith & Michael T	Spencer	25736 Se 25Th Way	Sammamish	WA	98075	\$31
8691330900	Shari E & Scott E	Spung	26642 Se 15Th St	Sammamish	WA	98075	\$31
0629400630	Michael J & Donna M	Spurgin	Po Box 2674	Issaquah	WA	98027	\$31
6127010670	Fnu & Janaki Javabn	Sreekanth	1801 249Th Pl Se	Sammamish	WA	98075	\$31
6127001020	Swaroop	Sridhar	2010 249Th Pl Se	Sammamish	WA	98075	\$31
8691360520	Nk & Gayatri	Srinivas	26735 Se 9Th Wy	Sammamish	WA	98075	\$31

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PIN	Name	Address	City	State	Zip	Assessment
6127000030	Sriram & Uma M Pat	Srinivasan	22555 Se 32Nd St	Sammamish	WA 98075	\$31
0629400240	Thomas G & Kathleen	Stamolis	2722 258Th Pl Se	Sammamish	WA 98075	\$31
8691360190	Matthew C & Jerrae	Staples	1215 269Th Ave Se	Sammamish	WA 98075	\$31
0224069058	Brian K & Sharon W	Steinbis	24933 Se 14Th St	Sammamish	WA 98075	\$31
8691360550	Eric	Steinmetzer	26817 Se 9Th Way	Sammamish	WA 98075	\$31
0629600060	Ladd & Joan	Stejskal	2821 253Rd Pl Se	Sammamish	WA 98075	\$31
0629800050	Jeffrey D	Stewart	24606 Se 9Th Pl	Sammamish	WA 98074	\$31
8691350190	Rashid & Bushra	Stitou	P O Box 28	Issaquah	WA 98027	\$31
0629400820	James & Deborah	Stofer	25712 Se 25Th Way	Sammamish	WA 98075	\$31
6127010860	Viktor	Stolitenko	24901 Se 18Th St	Sammamish	WA 98075	\$31
8691360980	Silvan & Peggy	Strandwold	1419 268Th Way Se	Sammamish	WA 98075	\$31
8691360040	Michael & Jennifer	Stranik	26807 Se 14Th Crt	Sammamish	WA 98075	\$31
0629420030	Timothy M & Angela M	Strawn	2013 263Rd Pl Se	Sammamish	WA 98075	\$31
0629410220	Phillip F Jr & Michel	Strazis	26002 Se 22Nd Pl	Sammamish	WA 98075	\$31
8691360160	Rick	Streamer	1212 268Th Way Se	Sammamish	WA 98075	\$31
6127000460	Sterling S	Strickland	2026 248Th Pl Se	Sammamish	WA 98075	\$31
0629800090	Scot A & Donna L	Studebaker	24733 Se Windsor Blvd	Sammamish	WA 98074	\$31
0629400390	Forest D	Stull	25920 Se 23Rd Ct	Sammamish	WA 98075	\$31
8691330990	Paul L & Ruth S	Sullivan	26559 Se 15Th St	Sammamish	WA 98075	\$31
0629400290	Peter & Winch Robert	Sullivan	2618 259Th Ct Se	Sammamish	WA 98075	\$31
0224069066	Ivy Llc	Summit	16000 Christensen Rd #303	Tukwila	WA 98188	\$31
0629500020	Wei & Min Liu	Sun	2918 257Th Pl Se	Sammamish	WA 98075	\$31
8691361000	Xiaowei & Ruohong Zang	Sun	1435 268Th Way Se	Sammamish	WA 98075	\$31
0224069077	Fred A & Nicole A	Sundin	25004 Se 14Th St	Sammamish	WA 98075	\$31
8691350030	Candy B & Swee Hui	Suroteguh	1550 267Th Pl Se	Sammamish	WA 98075	\$31
0629400270	Douglas K & Rene O	Switzer	2628 259Th Ct Se	Sammamish	WA 98075	\$31
8691350140	James E & Tina	Sypher	26638 Se 15Th St	Sammamish	WA 98075	\$31
0629600040	Richard A Trstee Of	Taggart	2806 252Nd Ave Se	Sammamish	WA 98075	\$31
6127001190	Aryan & Kangas Julie	Taher	2109 250Th Pl Se	Sammamish	WA 98075	\$31
6127010040	Sashank S & Rohini S	Tamhane	1902 250Th Pl Se	Sammamish	WA 98075	\$31
6127000470	Chiping & Qi Zhang	Tan	2020 248Th Pl Se	Sammamish	WA 98075	\$31
6127000700	Shiranchal	Taneja	24807 Se 22Nd Ct	Sammamish	WA 98075	\$31
0629500160	Jie & Xiaoxiao Jiang	Tang	2811 257Th Pl Se	Sammamish	WA 98075	\$31

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PIN	Name		Address	City	State	Zip	Assessment
6127000430	Alan Chung Wing	Tang	2112 248Th Pl Se	Sammamish	WA	98075	\$31
6127010050	Mahesh K	Tangella	2011 251St Pl Se	Sammamish	WA	98075	\$31
0224069145	Eric J & Jeannette T	Tarcha	24411 Se 17Th Pl	Sammamish	WA	98075	\$31
0629800460	Charles David	Taylor	819 Windsor Dr Se	Sammamish	WA	98074	\$31
0629400250	William H & Lynn K	Taylor	25950 Se 27Th St	Sammamish	WA	98075	\$31
0224069143	Mark H & Carol M	Taylor	1708 244Th Ave Se	Sammamish	WA	98075	\$31
6127010750	Bhavesh R & Smita B	Thaker	24803 Se 19Th St	Sammamish	WA	98075	\$31
0629500140	Peter M & Sharon A	Theeuwen	2807 257Th Pl Se	Sammamish	WA	98075	\$31
0629800190	Donald & Carol	Thoma	406 Windsor Dr Se	Sammamish	WA	98074	\$31
0629420010	John H & Christenson M	Thomas	1935 263Rd Pl Se	Sammamish	WA	98075	\$31
0629410120	Eric B & Nancy S	Thompson	26047 Se 23Rd Pl	Sammamish	WA	98075	\$31
0629400790	Erling D	Thorgalsen	25730 Se 25Th Way	Sammamish	WA	98075	\$31
8099800600	Eileen K & Michael R	Thorning	24972 Se 30Th St	Sammamish	WA	98075	\$31
0629800120	Derick W & Sherron A	Tilley	856 Windsor Dr Se	Sammamish	WA	98074	\$31
0124069010	Lois	Timlin	1705 E Beaver Lake Dr Se	Sammamish	WA	98075	\$31
8691360320	E Mackay & Shelly	Tingey	1106 269Th Ave Se	Sammamish	WA	98075	\$31
6127010660	Varadan & Sreeramani	Tirumala	1721 249Th Pl Se	Sammamish	WA	98075	\$31
8691330840	Lloyd K & Andrea C	Tjom	26637 Se 15Th St	Sammamish	WA	98075	\$31
0629400690	John J	Toomb	25838 Se 25Th Wy	Sammamish	WA	98075	\$31
6127010240	Dennis A & Patricia M Cor	Toy	1818 251St Pl Se	Sammamish	WA	98075	\$31
0224069154	Thanh Le & Samantha H	Tran	24819 Se 14Th St	Sammamish	WA	98075	\$31
0224069151	Tran My	Tran	24509 Se 14Th St	Sammamish	WA	98075	\$31
6127010100	Marian & Daniela	Trandafir	2010 251St Pl Se	Sammamish	WA	98075	\$31
8691340190	Division No 1 Hoa	Trossachs	14410 Bel-Red Rd	Bellevue	WA	98007	\$31
8691340200	Divi No 1 Hoa	Trossachs	14410 Bel Red Rd	Bellevue	WA	98007	\$31
0124069051	Group The	Trossachs	14410 Bel Red Rd	Bellevue	WA	98007	\$0
8691450290	Div 1 Hoa	Trossachs	11211 Slater Ave Ne #150	Kirkland	WA	98033	\$31
8691450310	Div I Hoa	Trossachs	11211 Slater Ave Ne #150	Kirkland	WA	98033	\$31
8691450320	Div 1 Hoa	Trossachs	11211 Slater Ave Ne #150	Kirkland	WA	98033	\$31
0224069178	Michael K & Katherine	Troyer	1705 W Beaver Lake Dr Se	Sammamish	WA	98029	\$31
0224069175	Daniel Lee & Melissa M	Truax	1925 248Th Ave Se	Sammamish	WA	98075	\$31
0629500390	Vinh & Dy Leng	Truong	2921 256Th Ct Se	Sammamish	WA	98075	\$31
6127010070	Thomas C	Tsukishima	2019 251St Pl Se	Sammamish	WA	98075	\$31

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PIN	Name	Address	City	State	Zip	Assessment
0629410030	Tsuyoshi	Umezawa	26009 Se 23Rd Pl	Sammamish	WA 98075	\$31
8099800610	House Issaquah	University	22975 Se Black Nugget Rd	Issaquah	WA 98029	\$0
8691360880	Christopher H & Michell	Upham	1229 268Th Way Se	Sammamish	WA 98075	\$31
6127010610	Nita & Jomit	Vaghela	1701 249Th Pl Se	Sammamish	WA 98075	\$31
8691330830	Shirish M & Swapna S	Vaidya	26631 Se 15Th St	Sammamish	WA 98075	\$31
6127000220	Robert G	Vallor	24920 Se 20Th Ct	Sammamish	WA 98075	\$31
6127000330	Nagaraju & Harshini	Valluri	24827 Se 20Th Ct	Sammamish	WA 98075	\$31
6799600050	Manohar R & Vijayalak	Vanteru	1842 248Th Pl Se	Sammamish	WA 98075	\$31
6127001170	Rajasekhar	Varanasi	2037 250Th Pl Se	Sammamish	WA 98075	\$31
0629410240	Diego J & Melanie R	Vargas	25946 Se 22Nd Pl	Sammamish	WA 98075	\$31
8691360430	David	Vaughan	26900 Se 9Th Wy	Sammamish	WA 98075	\$31
6127000240	Diego & Adriana Velasco	Vega	24902 Se 20Th Ct	Sammamish	WA 98075	\$31
1124069090	Albert L & Rosa S W	Veilleux	2523 E Beaver Lake Dr Se	Sammamish	WA 98075	\$31
4233600190	Vinutha & Tatini Jayar	Veluru	1412 244Th Pl Se	Sammamish	WA 98075	\$31
6127010900	Nataraj & Kaiw	Venkataramaiah	24921 Se 18Th St	Sammamish	WA 98075	\$31
6127010760	Santhosh M	Venkateshamurthy	24807 Se 19Th St	Sammamish	WA 98075	\$31
0224069162	Shannon Givens-	Vernerey	1321 254Th Pl Se	Sammamish	WA 98075	\$31
0629420070	Kumar & Saradh	Vijayaraghavan	26322 Se 21St Pl	Sammamish	WA 98075	\$31
0224069121	Gregory C & Lisa J	Vik	1311 251St Ave Se	Sammamish	WA 98075	\$31
0224069146	Gregory C	Vik	1311 251St Ave Se	Sammamish	WA 98075	\$31
6127000910	Gerardo & Hania Ri	Villalobos	2128 249Th Pl Se	Sammamish	WA 98075	\$31
6127010510	Michael T & Stacy I	Vinnick	24924 Se 18Th St	Sammamish	WA 98075	\$31
0629800490	Adam S & Karen M	Waalkes	847 Windsor Dr Se	Sammamish	WA 98074	\$31
6127010920	Amit & Neha Sabharwal	Wadhwa	24933 Se 18Th St	Sammamish	WA 98075	\$31
6127010720	Devdatta B & Mary C	Waghdhare	24852 Se 19Th St	Sammamish	WA 98075	\$31
3001400050	Kellie J	Wagner	1806 W Beaver Lake Dr Se	Sammamish	WA 98075	\$31
0224069022	Craig & Maria Saenz	Wake	25125 Se 23Rd St	Sammamish	WA 98075	\$31
0224069027	Craig & Maria Saenz	Wake	25125 Se 23Rd St	Sammamish	WA 98075	\$31
0224069086	Christopher I & Linda	Walden	1823 248Th Ave Se	Sammamish	WA 98075	\$31
8691360170	Stephen	Walsh	1204 268Th Way Se	Sammamish	WA 98075	\$31
6127001160	Yanxin	Wang	763 Rosario Pl Ne	Renton	WA 98059	\$31
0629500040	Junxian & Zhu Jun	Wang	2910 257Th Pl Se	Sammamish	WA 98075	\$31
8691330910	Miaosen & Ying Ma	Wang	26592 Se 15Th St	Sammamish	WA 98075	\$31

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PIN	Name		Address	City	State	Zip	Assessment
0629410200	Jiachun & Jihong Ye	Wang	26003 Se 22Nd Pl	Sammamish	WA	98075	\$31
6799600200	Jun & Jing Cai	Wang	24881 Se 17Th St	Sammamish	WA	98075	\$31
6127000980	Jiachuan	Wang	2032 249Th Pl Se	Sammamish	WA	98075	\$31
6127001010	Hua	Wang	2016 249Th Pl Se	Sammamish	WA	98075	\$31
6127010590	Shu	Wang	1726 249Th Pl Se	Sammamish	WA	98075	\$31
3001400040	Jeffrey F & Lynnea H	Washburn	1816 W Beaver Lake Dr Se	Sammamish	WA	98075	\$31
0629800040	James & Betsy	Weaver	24614 Se 9Th Pl	Sammamish	WA	98074	\$31
8691360590	Anne G	Welch	1003 269Th Av Sw	Sammamish	WA	98075	\$31
6127001220	Park Hoa	Wesley	P O Box 4457	Santa Ana	CA	92702	\$31
6127001240	Park	Wesley	P O Box 4457	Santa Ana	CA	92702	\$31
6127001250	Park	Wesley	P O Box 4457	Santa Ana	CA	92702	\$31
6127001260	Park	Wesley	P O Box 4457	Santa Ana	CA	92702	\$31
6127011060	Park	Wesley	P O Box 4457	Santa Ana	CA	92702	\$31
6127011070	Park	Wesley	P O Box 4457	Santa Ana	CA	92702	\$31
6127011090	Park	Wesley	P O Box 4457	Santa Ana	CA	92702	\$31
0629400510	Kevin & Jean	West	25884 Se 22Nd Pl	Sammamish	WA	98075	\$31
0629800350	David C	Whitney	423 Winsor Dr Se	Sammamish	WA	98074	\$31
0629600180	Jennifer L	Wiener	1314 S Grand Blvd Ste 2 #106	Spokane	WA	99202	\$31
8691360030	Dale L & Cynthia M	Wilkes	1418 268Th Wy Se	Sammamish	WA	98075	\$31
0629400210	Dennis A & Michelle M	Wilkins	2742 258Th Pl Se	Sammamish	WA	98075	\$31
8691450010	E Buchan Inc	William	2630 116Th Ave Ne #100	Bellevue	WA	98004	\$31
8691450020	E Buchan Inc	William	2630 116Th Ave Ne #100	Bellevue	WA	98004	\$31
8691450030	E Buchan Inc	William	2630 116Th Ave Ne #100	Bellevue	WA	98004	\$31
8691450070	E Buchan Inc	William	2630 116Th Ave Ne #100	Bellevue	WA	98004	\$31
8691450080	E Buchan Inc	William	2630 116Th Ave Ne #100	Bellevue	WA	98004	\$31
8691450090	E Buchan Inc	William	2630 116Th Ave Ne #100	Bellevue	WA	98004	\$31
8691450100	E Buchan Inc	William	2630 116Th Ave Ne #100	Bellevue	WA	98004	\$31
8691450110	E Buchan Inc	William	2630 116Th Ave Ne #100	Bellevue	WA	98004	\$31
8691450160	E Buchan Inc	William	2630 116Th Ave Ne #100	Bellevue	WA	98004	\$31
8691450170	E Buchan Inc	William	2630 116Th Ave Ne #100	Bellevue	WA	98004	\$31
8691450180	E Buchan Inc	William	2630 116Th Ave Ne #100	Bellevue	WA	98004	\$31
8691450190	E Buchan Inc	William	2630 116Th Ave Ne #100	Bellevue	WA	98004	\$31
8691450250	E Buchan Inc	William	2630 116Th Ave Ne #100	Bellevue	WA	98004	\$31

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PIN	Name		Address	City	State	Zip	Assessment
8691450260	E Buchan Inc	William	2630 116Th Ave Ne #100	Bellevue	WA	98004	\$31
4233600210	E Buchan Inc	William	2360 116Th Ave Ne #100	Bellevue	WA	98004	\$31
4233600220	E Buchan Inc	William	2360 116Th Ave Ne #100	Bellevue	WA	98004	\$31
4233600230	E Buchan Inc	William	2360 116Th Ave Ne #100	Bellevue	WA	98004	\$31
4233600240	E Buchan Inc	William	2360 116Th Ave Ne #100	Bellevue	WA	98004	\$31
4233600270	E Buchan Inc	William	2360 116Th Ave Ne #100	Bellevue	WA	98004	\$31
4233600280	E Buchan Inc	William	2360 116Th Ave Ne #100	Bellevue	WA	98004	\$31
4233600290	E Buchan Inc	William	2360 116Th Ave Ne #100	Bellevue	WA	98004	\$31
4233600300	E Buchan Inc	William	2360 116Th Ave Ne #100	Bellevue	WA	98004	\$31
0629400120	Suzanne	Williams	25712 Se 27Th St	Sammamish	WA	98075	\$31
0629800550	Philip & Debra	Williams	24686 Se 9Th Pl	Sammamish	WA	98074	\$31
8691360570	Chester M & Fern N	Wilson	915 269Th Ave Se	Sammamish	WA	98075	\$31
6127000770	Paul & Nancy S	Winch	2254 250Th Pl Se	Sammamish	WA	98075	\$31
9476010160	Fields Hoa	Windsor	11415 Slater Ave Ne Ste 101	Kirkland	WA	98033	\$31
9476010170	Fields	Windsor	11415 Slater Ave Ne Ste 101	Kirkland	WA	98033	\$31
9476010190	Fields	Windsor	11415 Slater Ave Ne Ste 101	Kirkland	WA	98033	\$31
0629500180	Heidi S & William C	Wirtz	2817 257Th Pl Se	Sammamish	WA	98045	\$31
0124069043	Cory D & M L Sibley	Wolfe	1719 E Beaver Lake Dr Se	Sammamish	WA	98075	\$31
6127000390	Hin Young & Lei Fong	Wong	2111 249Th Pl Se	Sammamish	WA	98075	\$31
6127010360	Cindy D	Woods	1717 251St Pl Se	Sammamish	WA	98075	\$31
0629400140	Steven R & Anna	Woodward	25745 Se 27Th St	Sammamish	WA	98075	\$31
3001400010	Marvin F	Wren	1846 W Beaver Lake Dr Se	Sammamish	WA	98075	\$31
6799600250	Jiang & Jean Wang	Wu	1863 248Th Pl Se	Sammamish	WA	98075	\$31
9475990040	Zhilei & Li Li	Wu	1301 247Th Pl Se	Sammamish	WA	98075	\$31
0629420060	Russell & Marleis	Wuehler	2103 263Rd Pl Se	Sammamish	WA	98075	\$31
0629400500	Stefan O & Tracy E	Wypyszyk	25890 Se 22Nd Pl	Sammamish	WA	98075	\$31
6127010300	Minghui & Minjian Zhao	Xia	1718 251St Pl Se	Sammamish	WA	98075	\$31
6127010870	Jun & Xue Chen	Xiao	24905 Se 18Th St	Sammamish	WA	98075	\$31
6127000590	Jihua & Zuopan Li	Xiao	1838 251St Pl Se	Sammamish	WA	98075	\$31
6127000180	Xiaozhong & Wang Wen	Xing	1919 249Th Pl Se	Sammamish	WA	98075	\$31
8691350010	Zhanbo & Gao Jing	Xiong	1564 267Th Pl Se	Sammamish	WA	98075	\$31
0629500120	Jifeng	Xu	2801 257Th Pl Se	Sammamish	WA	98075	\$31
8691330850	Xidong & Lihong Sun	Xu	26641 Se 15Th St	Sammamish	WA	98075	\$31

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PIN	Name		Address	City	State	Zip	Assessment
8691350050	Toduro & Myrissa A	Yamashiro	1538 267Th Pl Se	Sammamish	WA	98075	\$31
0629420510	Sun & Zhihong	Yan	1909 263Rd Ct Se	Sammamish	WA	98075	\$31
0629420460	Xianghua & Congyu Lin	Yang	Po Box 1451	Issaquah	WA	98027	\$31
0629410170	Guang & Lu Fan	Yang	26038 Se 23Rd Pl	Sammamish	WA	98075	\$31
0629400440	Jiangdong & Weilu Ye	Yang	25931 Se 22Nd Pl	Sammamish	WA	98075	\$31
6799600260	Hung Chou & Elizabeth Ro	Yang	1879 248Th Pl Se	Sammamish	WA	98075	\$31
6127010210	Feng & QiuHong Fan	Yang	14640 Ne 32Nd St	Bellevue	WA	98007	\$31
6127010770	Ying	Yang	13101 Bellerive Farm Dr	St Louis	MO	63141	\$31
8691360490	Sambamurti L & Sushma	Yechuri	26728 Se 9Th Way	Sammamish	WA	98075	\$31
8691360750	James R & Tina S	Yerges	1100 268Th Way Se	Sammamish	WA	98075	\$31
6127000130	Kai Hong & Yeung Shu Ke	Yeung	1912 250Th Pl Se	Sammamish	WA	98075	\$31
6127000440	Jackie C & Steven A	Yip	2102 248Th Pl Se	Sammamish	WA	98075	\$31
0629800530	Kevin & Kari	Yokayama	24671 Se 9Th Pl	Sammamish	WA	98074	\$31
8691360020	Stephen W	Yose	1426 268Th Wy Se	Sammamish	WA	98075	\$31
6127010250	Kye S & Chong Y	Youn	1812 251St Pl Se	Sammamish	WA	98075	\$31
0629500130	Michael R & Melissa A	Young	2805 257Th Pl Se	Sammamish	WA	98075	\$31
0124069024	Lawrence & Rochelle	Youngren	1607 E Beaver Lk Dr Se	Sammamish	WA	98075	\$31
0629420290	Sung Min & Sung Eun	Yu	2624 Nutwood Trace	Duluth	GA	30097	\$31
6127010580	Jianying	Yu	1804 249Th Pl Se	Sammamish	WA	98075	\$31
0629410110	Hua & Chen Juan	Yuan	26043 Se 23Rd Pl	Sammamish	WA	98075	\$31
0629500230	Feng & Jie	Yue	2909 257Th Pl Se	Sammamish	WA	98075	\$31
8691360260	Junfeng & Lijian Zhao	Yue	1226 269Th Ave Se	Sammamish	WA	98075	\$31
8691350130	Fengping & Wang Gang	Zeng	1565 267Th Pl Se	Sammamish	WA	98075	\$31
6127000090	Yaowen	Zhan	2010 250Th Pl Se	Sammamish	WA	98075	\$31
0629800450	Dandan & Wei Guo	Zhang	811 Windsor Dr Se	Sammamish	WA	98074	\$31
0629500380	Wei & Lei Pei	Zhang	2917 256Th Ct Se	Sammamish	WA	98075	\$31
6127010740	Zhihong & Jin Wang	Zhang	24840 Se 19Th St	Sammamish	WA	98075	\$31
6127010800	Jinguo & Ren Xue	Zhang	24823 Se 19Th St	Sammamish	WA	98075	\$31
0629800080	Li & Iris Hong Yan Li	Zhang	24613 Se 9Th Pl	Sammamish	WA	98074	\$31
0629420090	Min & Jing Li	Zhang	2110 263Rd Ln Se	Sammamish	WA	98075	\$31
6127010410	Yu & Jiao Jiang	Zhang	1716 250Th Ct Se	Sammamish	WA	98075	\$31
4233600170	Hailei & Duan Jinru	Zhang	1318 244Th Place Se	Sammamish	WA	98075	\$31
8691360820	Lionel Lianhong & Anne	Zhang	1141 268Th Way Se	Sammamish	WA	98075	\$31

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PIN	Name		Address	City	State	Zip	Assessment
8691360530	Jianmin & Fang	Zhao	26803 Se 9Th Way	Sammamish	WA	98075	\$31
6127011040	Yan & Xiaoquan Chen	Zheng	1905 250Th Pl Se	Sammamish	WA	98075	\$31
6799600170	Shidong & Li Xue	Zhong	24837 Se 17Th St	Sammamish	WA	98075	\$31
0629500070	Xiao & Anling Pei	Zhou	2816 257Th Pl Se	Sammamish	WA	98075	\$31
6127010450	Zhiyong & Wang Jinhua	Zhou	1703 250Th Ct Se	Sammamish	WA	98075	\$31
8691450200	Wei & Meixa Liu	Zhou	1356 267Th Pl Se	Sammamish	WA	98075	\$31
8691330920	Yongzhong & Yahua Zu	Zhu	26586 Se 15Th St	Sammamish	WA	98075	\$31
8691460010			26716 Se 9th Way	Sammamish	WA		
8691460020			26702 Se 9Th Way	Sammamish	WA		
8691460030			26698 Se 9Th Way	Sammamish	WA		
8691460040			26686 Se 9Th Way	Sammamish	WA		
8691460050			26672 Se 9Th Way	Sammamish	WA		
8691460060			26664 Se 9Th Way	Sammamish	WA		
8691460070			26650 Se 9Th Way	Sammamish	WA		
8691460080			26648 Se 9Th Way	Sammamish	WA		
8691460090			26636 Se 9Th Way	Sammamish	WA		
8691460100			26630 Se 9Th Way	Sammamish	WA		
8691460110			26624 Se 9Th Way	Sammamish	WA		
8691460120			26618 Se 9Th Way	Sammamish	WA		
8691460130			26610 Se 9Th Way	Sammamish	WA		
8691460140			26606 Se 9Th Way	Sammamish	WA		
8691460150			26603 Se 9Th Way	Sammamish	WA		
8691460160			26611 Se 9Th Way	Sammamish	WA		
8691460170			26619 Se 9Th Way	Sammamish	WA		
8691460180			26625 Se 9Th Way	Sammamish	WA		
8691460190			26631 Se 9Th Way	Sammamish	WA		
8691460200			26643 Se 9Th Way	Sammamish	WA		
8691460210			26657 Se 9Th Way	Sammamish	WA		
8691460220			26669 Se 9Th Way	Sammamish	WA		
8691460230			26685 Se 9Th Way	Sammamish	WA		
8691460240							
8691460250							
8691460260							

Exhibit 3

PIN	Name	Address	City	State	Zip	Assessment
8691460270						
8691460280						
8691460290						

Exhibit 3

August 27, 2016

City Clerk  
801 228th Ave SE.  
Sammamish, WA 98075

Dear Sirs or Madam:

I object to the preposed Special Assessment Roll for  
Beaver Lake Management District #1

I am 73 years old, and on a fixed income. I have not received an increase in my income in over two years. I have learned to live within my income, and feel that government should do so as well.

A few years ago the Plateau Water District asked us to conserve water of 10% which was made across the city, and what did the district do after the 10% was made, they increased water rates to make up for the reduced revenue.

This should be on a special ballot so that it can be voted on by the people. The measure should have to obtain a 2/3 majority in order to pass.

Respectfully,

  
Donald Thoma

Parcel Number 0629800190

**RECEIVED**

SEP 02 2016

**CITY OF SAMMAMISH**

RECEIVED

SEP 12 2016

CITY OF SAMMAMISH

Rantao Chen & Helena Mo

1705 249<sup>th</sup> PI SE

Sammamish, WA 98075

September 8<sup>th</sup>, 2016

City Clerk

801 228<sup>th</sup> Ave SE

Sammamish, WA 98075

Dear Members of the City Council of the City of Sammamish,

After receiving a letter on the adoption of special assessment roll for Beaver Lake Management District #1, in which residents will be subjected to a \$31 fee, we object. There are insufficient details from the City of Sammamish's website explaining why the sudden need of collecting \$643,260 from 2017 to 2026 to finance on-going water quality monitoring, community education and a quarterly newsletter, in addition to other projects. We believe with the increase in new homes in the area, the cost of these services will be distributed to the new residents over the years. The assessment currently charges \$23 per property. We fail to understand why it will cost an extra \$8 per property to fund these services. How is this cost estimated? Unless a detailed list of costs is provided for us to review, then we oppose this adoption.

Sincerely,



Rantao Chen & Helena Mo

**Discussion:**

# **2017-2018 Biennial Budget**







**Meeting Date:** September 20, 2016

**Date Submitted:** 9/15/2016

**Originating Department:** Public Works

**Clearances:**

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

**Subject:** Discussion: Private Property Storm and Surface Water Management Responsibilities

**Action Required:** Discuss and review the private property storm and surface water management responsibilities policy.

**Exhibits:** 1. Private Property Storm and Surface Water Management Responsibilities Policy - DRAFT

**Budget:** N/A

**Summary Statement:**

Over the past several months, staff have been working with the Finance Committee to draft a policy relating to and clarifying how the City addresses and participates in stormwater matters on private property. This includes guidance on when a public investment in a private stormwater system may be recommended for public benefit.

The Finance Committee is recommending the draft policy be presented to the City Council for discussion and review. The policy is scheduled for final review and adoption at the Tuesday, October 4 City Council meeting.

**Background:**

There are a number of privately owned storm water systems in Sammamish and recently, the City has been approached regarding a potential investment in the Tamarack neighborhood to upgrade the storm system. The Tamarack storm system is privately owned. The City does not currently have a policy or code that guides public investment in private stormwater systems. This policy was developed to provide guidance as it relates to the Tamarack neighborhood project and other requests that may be presented in the future.

**Financial Impact:**

Adoption of the policy does not in and of itself impact the budget. The final policy adopted, however, may provide the opportunity for the City to invest in private stormwater improvement projects. Funding for any potential projects allowed under the new policy would be considered by separate action of the City Council.

**Recommended Motion:**

Discussion only.

## Private Property Storm and Surface Water Management Responsibilities

### **Policy**

The City of Sammamish shall own and maintain all components of the storm and surface water system in city-owned rights-of-way and in easements or tracts dedicated to, and accepted by, the City. The City should not acquire, construct or accept additional new or existing storm or surface water system components outside the City-owned right-of-way (through easements, ownership, or other property rights) except when needed for City construction projects, or when all of the following conditions are met:

1. There is a public benefit and the cost is justified by that benefit;
2. Easement or property for construction, maintenance and operations of the facility is offered by the property owner(s) at no cost;
3. The system meets current City standards or is brought up to current City standards by the owner(s). (The City may choose to provide resources to accomplish this condition per the discussion below);
4. The City has adequate resources to maintain and operate the system; and
5. If a detention system, the system serves a residential plat or short plat (rather than a commercial property).

### **Discussion**

Surface water, which includes surface, storm and ground water, impacts properties regardless of land use or ownership. Generally, the City is responsible for managing surface water in public rights-of-way, publically owned properties, fee titles and dedicated easements on private property that have been formally accepted by the City for the purpose of managing surface water. Generally, private property owners are responsible for managing surface water on their property. Private drainage conveyance and detention systems are assets for which the City does not have a property interest or responsibility to upgrade, replace, maintain or operate.

All detention systems must be maintained, to ensure they function as designed, for flood control. Detention system maintenance also benefits water quality when trapped pollutants are removed from the system rather than being flushed downstream during a major storm. The City maintains its facilities through ownership and allocation of maintenance resources. The functionality of private detention facilities is sought through the City's private drainage inspection program. Where practical, and when in the public interest, multi-purpose and regional detention facilities should be encouraged.

The City's historical policy has been to acquire control of system components from newly completed developments or through an approved City capital project. An aggressive program to acquire additional components of the stormwater system (conveyance or detention) is not recommended because:

- Owning and maintaining the stormwater system would not necessarily address the City's water quality and flood control responsibilities because pollutants and runoff originate throughout each drainage basin. Also, most of the primary conveyance systems are streams (riparian corridors), and streams are regulated through local and state laws.
- Acquiring all conveyance systems and bringing them up to standard would be high in capital costs and would also result in increased operation and maintenance costs.
- Assuming substandard systems could increase City liability.

## Exhibit 1

- Continuing to work with property owners to ensure maintenance of privately owned detention systems is an objective of the City's stormwater maintenance and inspection program.
- Assuming ownership of private systems is not necessarily equitable to ratepayers.

If the City decides to contemplate the acquisition, construction or acceptance of additional new or existing private storm or surface water system components, it should carefully weigh the environmental, capital, operations, maintenance and replacement/rehabilitation costs against the benefits such system would provide to the general public or in reducing the costs for the City to meet its NPDES permit conditions and other regulatory requirements, meet the goals in any City-adopted Plan, or to reduce/mitigate risks of damage to public roads or infrastructure. The City should consider implementing a program to share the capital costs with the benefitting private property owners if the aforementioned benefits do not significantly outweigh the associated costs.

The City responds to private property drainage questions, complaints, and issues and attempts to provide a consistent response to private property owners. City staff reviews existing surface water information on and around the property including historical complaints, GIS information, and plat or construction documents. Staff will look to see if there are publically maintained facilities involved or easements present. Site visits may be conducted to meet with the property owner to assess adjacent ROW conditions to determine if public infrastructure or ROW is associated with the private property issue. If the ROW is associated with a private property surface water issue, staff will assess the situation on a case-by-case to determine a course of action.

Sometimes a property owner will want staff to assist them with assessing their problem. Staff may provide general assessments (e.g., determining that groundwater seeps are impacting the property or educating the property owner about the local drainage in the neighborhood and how it is potentially affecting their issue). Staff may walk the site with the owner to inspect drainage structures, look for maintenance issues, or look at downspouts to see where they discharge.

After assessing an issue, property owners will often ask staff to provide a solution to their problem or recommend a course of action. Staff will not direct or recommend any particular action and will always advise the owner to consult a private professional if they are not comfortable managing the issues themselves. Staff may also direct property owners to publically available resources, such as the City's adopted Surface Water Design Manual. Property owners often ask staff to recommend a contractor to design or conduct work. The City does not provide recommendations to private property owners for any particular company or individual for surface water management services. In short, staff will provide general technical assistance to property owners, but it is up to the property owner to decide on a course of action, if needed, to address their private drainage issue.

When a private property owner has an issue or dispute arising from a neighboring private property and they want the City to legally address the issue with the neighboring property or properties where none of the properties are publically owned, the City will generally advise the complainant to consult a legal and/or technical professional for assistance. The City may become involved and can use existing City codes to enforce surface water issues on private property when it involves water quality and critical area (e.g., streams) violations. Otherwise, surface water is considered a "common enemy" to all property owners and some situations may need to be addressed by a court on a case-by-case basis to decide a course of action.



**Meeting Date:** September 20, 2016

**Date Submitted:** 9/14/2016

**Originating Department:** Parks and Recreation

**Clearances:**

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

**Subject:** Contract for an Interim Maintenance Director and Maintenance Strategic Plan.

**Action Required:** Authorize the City Manager to execute a contract with the Demarche Consulting Group and Glenn Akramoff to fill the position of Interim Director of Maintenance and Operations and to complete a maintenance strategic plan.

- Exhibits:**
1. Contract
  2. Scope of Work
  3. Organizational and Planning Analysis Report

**Budget:** Contract expenditures for the remainder of 2016 will be funded by the General Fund operating contingency. Appropriation for the remaining costs are included in the 2017-18 Preliminary Biennial Budget.

**Summary Statement:**

In May, 2016, the City contracted with the Demarche Consulting Group to provide an initial analysis of the Sammamish Maintenance and Operations (M&O) Division. This analysis was necessary due to the challenges faced by the relatively small Division in meeting the workload of a rapidly growing city.

Over the past few months, the consultant interviewed staff, toured facilities, reviewed documents and collected data to develop their initial assessment. The consultant's final report (Exhibit 3) examines the Division's functions and provides recommendations that aim to create an efficient, sustainable and customer-oriented M&O Division.

On September 1, 2016, the consultant's final report was presented to the Finance Committee, which agreed with the short-term strategies and recommended they move forward to the City Council.

Additional support from the consultant is needed to implement the strategies outlined in the report. The contract (Exhibit 1 & 2) will allow the consultant to serve as the Interim Director of the M&O Division and to develop a Maintenance Strategic Plan. The purpose of the position is to provide senior-level management support to the M&O Division, while also working to implement the strategies

identified in the report. Staff recommends that the City Council approve the contract to ensure that the strategies are put into motion quickly and with minimal disruption to daily City functions.

**Background:**

Following a review of available information, the consultant identified that the M&O staffing levels and structure were not keeping pace with growing workload requirements and that the problems were being exacerbated by a flat organizational structure, inefficient staff scheduling, a maintenance facility that has exceeded capacity and too-few and outdated maintenance equipment.

To alleviate the immediate pressure felt by the M&O Division, staff and the consultant developed the following short-term goals:

1. Workplace Culture Goal: Connect City staff with M&O staff through a communication strategy
2. Operational Structure Goal: Realign resources to meet workload needs
3. Work Process Goal: Create sustainable expertise in the workforce
4. Utilizing Systems Goal: Utilize systems to the fullest; adopt full use of Cityworks
5. External Forces Goal: Build and maintain a reputation of service excellence

Specific recommendations for achieving the short-term goals are thoroughly described in the report, but generally include reworking the organizational structure, purchasing needed equipment, reallocating facility space for improved efficiency, re-launching the Cityworks Asset Management System, staff training and strategic long-term planning.

The proposed contract would continue the work with Glenn Akramoff of the Demarche Consulting Group by forming a new position titled “Interim Director of Maintenance and Operations.” The scope of work for this temporary position is broken into four phases and correlates to the list of recommendations provided in the report. Work would begin immediately upon approval of the contract and conclude in early 2018.

**Financial Impact:**

The total contract amount is estimated to be \$220,400, not including reimbursable expenses. The estimated costs for the four phases of work are provided below.

<b>Task Description</b>	<b>Rate per Hour</b>	<b>Estimated Hours</b>	<b>Estimated Cost</b>
Phase 1 – Leadership Coaching	\$110	1,200	\$132,000.00
Phase 2 – Leadership Transition	\$110	620	\$68,200.00
Phase 3 – Transition and Support	\$100	175	\$17,500.00
Phase 4 – Retreat and Close Out	\$90	30	\$2,700.00
<b>Estimated Total:</b>		<b>2,085</b>	<b>\$220,400.00</b>

This work was not included in the 2015-16 budget. Contract expenditures for the remainder of 2016 will be funded by the General Fund operating contingency. Appropriations for the remaining costs are included in the 2017-18 Preliminary Biennial Budget.

**Recommended Motion:**

Move to authorize the City Manager to execute a contract with the Demarche Consulting Group and Glenn Akramoff to fill the position of Interim Director of Maintenance and Operations, in an amount not to exceed \$225,000.

Exhibit 1

**CITY OF SAMMAMISH  
AGREEMENT FOR SERVICES**

Consultant: Demarche Consulting Group, Inc.

This Agreement is entered into by and between the City of Sammamish, Washington, a municipal corporation, hereinafter referred to as the "City," and Demarche Consulting Group, 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. 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 "A"

A sum not to exceed \$225,000

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.

3. **Duration of Agreement.** This Agreement shall be in full force and effect for a period commencing upon execution and ending March 31, 2018, 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.** Consultant shall defend, indemnify and hold the City, its officers, officials, employees and volunteers harmless from any and all claims, injuries, damages, losses or suits including attorney fees, arising out of or resulting from the acts, errors or omissions of the Consultant in performance of this Agreement, except for injuries and damages caused by the sole negligence of the City. Should a court of competent jurisdiction determine

## Exhibit 1

that this Agreement is subject to RCW 4.24.115, then, in the event of liability for damages arising out of bodily injury to persons or damages to property caused by or resulting from the concurrent negligence of the Consultant and the City, its officers, officials, employees, and volunteers, the Consultant's liability, including the duty and cost to defend, hereunder shall be only to the extent of the Consultant's negligence. It is further specifically and expressly understood that the indemnification provided herein constitutes the Consultant's waiver of immunity under Industrial Insurance, Title 51 RCW, solely for the purposes of this indemnification. This waiver has been mutually negotiated by the parties. The provisions of this section shall survive the expiration or termination of this Agreement.

Furthermore, should subcontracting be agreed to by the parties, the Consultant shall cause each and every Subcontractor to provide insurance coverage that complies with all applicable requirements of the Consultant-provided insurance as set forth herein, except the Consultant shall have sole responsibility for determining the limits of coverage required to be obtained by Subcontractors. The Consultant shall ensure that the City is an additional insured on each and every Subcontractor's Commercial General liability insurance policy using an endorsement at least as broad as the Insurance Services Office Additional Insured endorsement CG 20 38 04 13.

### 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.

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

### **Minimum Scope of Insurance**

Consultant shall obtain insurance of the types described below:

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

### Minimum Amounts of Insurance

Consultant shall maintain the following insurance limits:

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

## Exhibit 1

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.**

**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

## Exhibit 1

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.

**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:

City of Sammamish  
Attn: Deputy City Manager  
801 228<sup>th</sup> Avenue SE  
Sammamish, WA 98075  
Phone number: (425) 295-0500

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

Company Name Demarche Consulting Group, Inc.  
Contact Name Linda Paralez, Ph.D  
Street Address P.O. Box 1081  
City, State Zip Poulsbo, WA 98370  
Phone Number 206.999.9786  
Email paralez@demarcheconsulting.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.

The Consultant will be required to obtain a City of Sammamish business license prior to performing any services and maintain the business license in good standing throughout the term of its agreement with the City. A city business license application can be found at: <http://www.bls.dor.wa.gov/cities/sammamish.aspx>.”

**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.

Exhibit 1  
CITY OF SAMMAMISH, WASHINGTON

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

Print Name: Jessi Bon

Title: Deputy City Manager/Parks Director

Date: September 20, 2016

Attest/Authenticated:

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

CONSULTANT

By: 

Print Name: Linda Paralez, Ph.D

Title: President, CEO

Date: September 14, 2016

Approved As To Form:

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





REQUEST FOR CONSULTANT PAYMENT

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

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

Consultant: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Email Address: \_\_\_\_\_

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

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

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

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

ATTACH ITEMIZED DESCRIPTION OF SERVICES PROVIDED

For Department Use Only

Table with 2 columns: Description, Amount. Rows include 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, you 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:

- |  |  |  |
|--|--|--|
| <input type="checkbox"/> Corporation           | <input type="checkbox"/> Partnership     | <input type="checkbox"/> Government Consultant |
| <input type="checkbox"/> Individual/Proprietor | <input type="checkbox"/> Other (explain) |  |

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

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

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

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

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

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

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

\_\_\_\_\_  
Date

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

## Scope of Work:

### Sammamish Maintenance and Operations Analysis – Phase II

The City of Sammamish will contract with Demarche Consulting Group and Glenn Akramoff to fill the position of Temporary Director of Maintenance and Operations (M&O). This is a temporary position intended to support implementation of the short-term strategy identified in the *Organizational and Planning Analysis Report* dated August 30, 2016 (the M&O Report). The purpose of this position is to provide senior-level management support to the M&O Division, while also working to implement the short-term and long-term strategies identified in the M&O Report.

The Temporary Director will report directly to the Deputy City Manager and will work on-site at the Maintenance and Operations Center (MOC) based on the hours described below. The City agrees to provide a work area, a computer and a phone at the MOC for this temporary position. A City vehicle is not available for use by the Temporary Director, but mileage will be reimbursed based on the current IRS Mileage Reimbursement Rate.

The Temporary Director will provide weekly progress updates to the Deputy City Manager and attend in-person progress meetings at least once a month. The Temporary Director will also hold monthly meetings with the Public Works and Parks Director. This team, including the Deputy City Manager, will serve as the Steering Committee and will develop the high-level, long-term strategic direction for the M&O Division.

From time to time it may be necessary for the Temporary Director to attend and participate in City Council meetings, Council Committee meetings, Commission meetings and/or other public meetings when maintenance topics are being discussed. Attendance at these special meetings will be coordinated in advance by the Deputy City Manager.

### Estimated Project Cost:

The scope of work is broken into phases, beginning in October 2016 and concluding on or around December 2017 (approximately 15 months). The phases and estimated costs are provided below.

Task Description	Rate per Hour	Estimated Hours	Estimated Cost
Phase 1 – Leadership Coaching	\$110	1,200	\$132,000.00
Phase 2 – Leadership Transition	\$110	620	\$68,200.00
Phase 3 – Transition and Support	\$100	175	\$17,500.00
Phase 4 – Retreat and Close Out	\$90	30	\$2,700.00
<b>Estimated Total:</b>		<b>2,085</b>	<b>\$220,400.00</b>

The estimates provided above do not include reimbursable expenses, such as mileage reimbursement.

## Key Work Items for the Temporary Director:

Development of a strategic plan for the M&O Division and a long-term operation strategy was recommended as part of the M&O Report and is included in the 2016-17 maintenance work plan. Completion of these tasks, further described below, is a key deliverable of this contract.

### **TASK 1 – LONG-TERM STRATEGY DEVELOPMENT**

Through a series of workshops and meetings, develop a long-term strategy for fulfilling the mission of caring for the City of Sammamish infrastructure. This will include a customer service philosophy, mission, vision, values, workplace expectations and an employee development program. Level-of-service standards and performance measures will be considered. Also recommended for inclusion in this process is the development of a public outreach and communication strategy, and an internal communication plan.

### **TASK 2 – LONG-TERM STAFFING AND COMPENSATION STRUCTURE**

Develop a long-term staffing plan to meet the needs of the Sammamish community and the functions of the M&O Division. Clarify roles and responsibilities and update job descriptions to match future operations. Evaluate the performance review process, the salary structure (to include callout and overtime) and the promotion processes. This may include an expanded compensation and classification study to review salary ranges. Determine whether it is appropriate to separate the Parks and Public Works functions and create a plan to implement the direction.

### **TASK 3 – LEADERSHIP DEVELOPMENT**

Continue the 2016-17 leadership development process with the managers and supervisors in the M&O Division. Create a future leader and mentorship program to take advantage of the existing knowledge and experience of leaders throughout the organization. This also includes succession planning to ensure future maintenance leaders are identified early and supported in their career development.

#### Group Training:

The group training will consist of four two-hour training sessions that are summarized below and further detailed in the M&O Report. The training approach will include discussions, exposure to leadership techniques, small-group courses and one-on-one coaching and development opportunities.

Session 1 - "You as Leader"

Session 2 – "Building a Winning Team"

Session 3 – “Collaborative Communication”

Session 4 – “Inspiring through Accountability and Action”

#### **TASK 4 – WRITTEN PROCESS DEVELOPMENT AND EVALUATION**

Document every major process and assess it for efficiency and effectiveness. Make changes as necessary. Agree to adopt standard best maintenance practices for municipal maintenance tasks, equipment and training certification, inventory management and use of ongoing work planning practices. Include the hiring process, employee evaluation process, internal promotion process and procurement process (to include contracts). Develop level-of-service standards for the major functions of the infrastructure. Create a sustainable standard for response that is supported by the community and City leadership.

#### **TASK 5 – FACILITY NEEDS ASSESSMENT**

Complete a full assessment of future facility needs. This process will include a full site analysis of the current facilities (Beaver Lake Shop and the MOC) and evaluation of long-term maintenance facility needs, taking into consideration planned growth and financial constraints.

#### **TASK 6 – LONG-TERM EQUIPMENT PURCHASE AND REPLACEMENT STRATEGY**

As a component of the facility assessment, also consider the long-term strategy for the purchase and replacement of maintenance equipment. The addition of yard space may allow for the purchase of additional equipment and the elimination of costly equipment leases. Staff vehicles should also be evaluated to ensure a sufficient number of vehicles are available to meet daily work needs.

#### **TASK 7 – MAINTENANCE CONTRACT ASSESSMENT**

Perform a “make vs. buy” assessment on all major maintenance contracts. Determine maintenance services that should be performed by contract and those that should be performed in-house. Establish a process for regular review of contracted services. Also evaluate the staffing resources needed to effectively manage the maintenance contracts.

#### **TASK 8 – CITYWORKS PROGRAM RELAUNCH**

The Cityworks Asset Management System needs to be re-launched to meet M&O needs. The tasks are as follows:

1. Hire a consultant to evaluate and rebuild the asset list, materials list and other components of the program.
2. Create and document Cityworks operating processes and procedures.

3. Implement the reporting function of Cityworks.
4. Provide training for all field staff on data entry and work order management and processing.
5. Provide system administrator level training for key staff (Maintenance Manager, Admin positions, IT support, supervisors and other positions identified by the evaluation process).
6. Ensure all components of Cityworks are mobilized, including fleet management, facility management and asset management.
7. Ensure redundancy in all staff functions for management of the program.
8. Create an implementation schedule for relaunch, to be completed by April 2017.

### CONTRACT CALENDAR AND WORK PHASES:

The scope of work for the Temporary Director position is broken into four phases. The 8 tasks identified above will be addressed in the first three phases. The fourth phase of work is intended to be a limited support phase to ensure the effective implementation of the strategic plan and other long-term strategies.

#### **PHASE 1 – TEACHING AND DIRECTION:**

**October 3, 2016 to April 28, 2017 (7 months)**

**Estimated at 45 hours per week**

The Temporary Director will assume the leadership role of the maintenance operation, implement the initial staff changes identified in the M&O Report, complete the relaunch process of the Cityworks Asset Management System and begin the leadership training and development process. The Temporary Director will work on-site at the MOC a minimum of 30 hours per week during this phase of work.

#### Key deliverables include:

1. Assume the leadership role of the M&O Division, assess ongoing operations and implement needed day-to-day changes for efficiency and effectiveness and to meet industry standards and best practices.
2. Schedule and complete strategic and long-term planning workshops. (TASK 1)
3. Prepare for and implement the new maintenance supervisor positions, to include ongoing training and development. Participate in the City-wide

Classification and Compensation Study to evaluate the maintenance positions. Review personnel policies and provide recommendations on overtime and callout pay. (TASK 2)

4. Assess long-term staffing needs and draft a plan for the leadership structure to meet them. Identify the long-term reporting structure for maintenance and whether or not the work groups will be split between Parks and Public Works. Plan for the implementation of this new structure during the next two phases. (TASK 2)
5. Schedule and complete leadership development workshops for all maintenance supervisors and managers. (TASK 3)
6. Complete the evaluation of all major work programs and begin the documentation process to capture procedures, policies, asset inventories, inspections and other record management objectives. (TASK 4)
7. Begin a “make vs. buy” assessment on all major maintenance contracts. (TASK 7)
8. Schedule and complete the relaunch of Cityworks Asset Management Program. (TASK 8)

#### **PHASE 2 – COACHING AND TRANSITION:**

**May 1, 2017 – September 29, 2017 (5 months)**

**Estimated at 30 hours per week**

The Temporary Director will begin to transition the leadership responsibility of the M&O Division to the new leadership structure, assuming replacement leader(s) are selected and a decision is made about the reporting structure between the Parks and Public Works Departments. The leaders will begin to establish new roles in the operation. The Temporary Director will guide the process and move into a coaching and oversight role.

#### Key deliverables include:

1. Developing the draft of the M&O Division Strategic Plan, a written document that provides mission, vision, goals, level of service standards and performance measurement. (TASK 1)
2. Coordination with the Steering Committee to develop the long term leadership structure of the M&O Divisions. (TASK 2)
3. Participate in the City-wide classification and compensation study to address maintenance positions. (TASK 2)

4. Continue meeting with the leadership staff and provide ongoing training and development opportunities. Seek and coordinate outside training opportunities. Also ensure that training and development programs are in place for all other maintenance positions. (TASK 3)
5. Complete the documentation process, to include documentation of written processes and procedures. Update report forms and review document management and other record keeping requirements. (TASK 4)
6. Complete the facility needs assessment to evaluate long-term needs for maintenance buildings and yard space. (TASK 5)
7. Complete a full maintenance equipment assessment and develop a long-term fleet management program. This includes a purchasing, maintenance and replacement strategy. (TASK 6)
8. Complete the make vs. buy assessment for all maintenance contracts. This includes analysis of the staffing resources needed to support the current contracts. Based on findings and in coordination with the Deputy City Manager and the Finance Director, prepare a recommendation for consideration during the mid-biennial budget adjustment process. (TASK 7)

### **PHASE 3 – SUPPORT AND FULL IMPLEMENTATION:**

**October 2, 2017 – December 2, 2017 (2 months)**

**Estimated at 16 hours per week**

The Temporary Director will cease having an active role in the day-to-day activities of the M&O Division and will transition to a support role to ensure successful implementation of the tasks and strategies identified previously. The role will change to that of supporting the new leadership structure in problem-solving and sustainable work activities. The Temporary Director will also put the finishing touches on the strategic plan, complete tasks and make the final presentations of results and reports as needed.

#### Key deliverables include:

1. Prepare final documents and reports for each of the following items:
  - i. M&O Division Strategic Plan (TASK 1)
  - ii. The long-term maintenance leadership and staffing structure to include compensation analysis and position evaluation. (TASK 2)
  - iii. Recommended training and development program for all maintenance staff. (TASK 3)
  - iv. Completion of all written procedures and processes. (TASK 4)
  - v. Maintenance facility assessment. (TASK 5)
  - vi. The long-term fleet management strategy. (TASK 6)



- vii. Make vs. buy assessment for maintenance contracts and the staffing needed to support ongoing contracts. (TASK 7)
- 2. Provide presentations on each of the above reports as needed (e.g., Senior Management, City Council etc.)
- 3. Final assessment and coaching of M&O leadership. (TASK 3)

**PHASE 4 – FOLLOW-UP SUPPORT AND 2018 WORK RETREAT  
End of 2017 to Early 2018 (Dates are TBD and as needed)**

Key deliverables include:

- 1. Prepare for and facilitate the 2018 M&O retreat. (TASK 1)
- 2. Provide ongoing support for M&O leaders and senior staff as requested. (TASK 1,3 & 8)

Other Relevant Information:

The Temporary Director will not be available for work on the following dates:

1	October 13, 14, 17, 2016
2	November 21 – 25, 2016
3	December 24, 2016 – January 2, 2017
4	January 27, 30, 2017
5	May 22, 2017 – June 9, 2017
6	July 31 - August 5, 2017

The list provided above does not preclude the Temporary Maintenance Director from requesting additional time-off. Days off will not be billed to the City. City Holidays will not be billed unless work is assigned by the City Manager’s Office.

Demarche Consulting Group Other Resources

The Demarche Consulting Group has a cadre of other technical and skilled staff that may be available to assist on some of the technical aspects of the work, as determined by the Temporary Director and in coordination with the City. Bios and resumes of Demarche Staff are included below.



### Years of Experience

25+

### Recent Involvement

Member, Executive Committee of Soundside Alliance for economic development

Chair APWA State Chapter Maintenance Committee

Covington Representative on Metropolitan Solid Waste Management Advisory Committee (MSWMAC)

Prior Member, City of Maple Valley Planning Commission

King County Metro Transit working advisory group

Covington WRIA 9 Staff Representative

## Glenn Akramoff, Senior Independent Professional Services Consultant

### Demarche Consulting Group

Glenn has spent the greater part of his 25-year career in the Maintenance and Operations field – including both larger and smaller city operations – able to be a part of and lead all areas of Maintenance and Operations. Glenn is particularly known for expertise in streets maintenance, storm water maintenance, fleet operations, and building maintenance, successfully developing sustainable work plans that increase the impact to the infrastructure without increase in cost.

Glenn creates work places in which people are empowered and willing to innovate, effectively communicate, and work in a team environment. Developing self-directed work teams, partnering with other government entities for mutual benefit, and establishing programs that increase efficiency and productivity while reducing costs are just a few of his accomplishments. His ability to identify barriers to service delivery and creating solutions that support the organization's vision has led to many successful projects.

### Select Relevant Projects \*

**Operational Analysis and Implementation** | Lake Forest Park Operations & Maintenance, Lake Forest Park, WA

**Operational Analysis and Implementation** | Sammamish Operations & Maintenance, Sammamish, WA

**SPU Utility Services Inspection** | Covington Public Works, Covington, WA

**SPU Utility Services Inspection** | City of Normandy Park, Normandy Park, WA

**In-House Maintenance Division Conversion from contracts** | City of Covington, Covington, WA

**Maintenance Partnerships Facilitation** | Kenmore, WA and Lake Forest Park, WA

**NPDES Implementation** | Multiple organizations

**Annual Division and Department Retreat Facilitation** | Multiple organizations

**Retreat Facilitation** | Normandy Park City Council, Normandy Park, WA

**Facility Needs Assessments** | Multiple organizations, in partnership with architects

**Fleet Assessments** | Multiple organizations

**Fleet Policy Creation** | City of Covington, Covington, WA

**Creation of APWA Maintenance Committee**

\* Project performed prior to joining Demarche Consulting Group



## Linda Paralez, PhD, President and CEO Demarche Consulting Group

Dr. Paralez has spent over 25 years leading highly technical teams in solving complex engineering and process challenges across a broad spectrum of industries that range across aerospace, mining, education, public utilities, land use, human services, and high technology. In every project, Linda uses her unique combination of education and experience to save clients time and money and leverage valuable human resources. Known for her compassionate approach to change, Linda helps companies succeed by engaging, enlisting, and enabling their people.

Even under immense scrutiny, enormous political pressure, or limited resources, Linda is undaunted. She has created solutions for companies and government agencies undergoing complex mergers, has helped them streamline the politically choppy permitting processes for complicated land use projects, and she has excelled in helping companies measure their success by developing one-of-a-kind benchmarking designs and analyses.

### Education

PhD in Business w/  
emphasis in Technology  
Management

MBA w/a minor in  
Economics

BS, Engineering

### Years of Experience

25+

### Areas of Expertise

Linda is the author of numerous books and articles on asset management, benchmarking methodology, strategic planning, entrepreneurship, performance measures, business process management and design, education strategy, and other management strategies.

### Select Relevant Projects

**Performance Benchmarking for Effective Utility Management for Water and Wastewater Utilities** | Water Research Foundation, Environmental Protection Agency

**Budget Process Streamlining** | City of Portland, Portland, OR

**Consolidated Funding Cycle (CFC) Application Process Redesign** | Oregon Housing and Community Services, Salem, OR

**Energy Facility Siting Council** | Oregon Department of Energy, Salem, OR

**Government Relations** | Oregon Department of Transportation, Salem, OR

**Consolidated Funding Cycle (CFC) Application Process Redesign** | Oregon Housing and Community Services, Salem, OR

**Government Relations** | Oregon Department of Transportation, Salem, OR

**Tacoma Water Supply** | Tacoma Public Utilities, Tacoma, WA

**Organizational, Staffing, and Operational Review, Management Consultant** | Provo River Water Users Association, Provo, UT

**End of Session Process Improvement** | Oregon State Legislature, Salem, OR

**Restaurant Permit Process Improvement** | City of Seattle, Seattle, WA

**Organizational Assessment** | City of Tacoma, Public Works Traffic Section, Tacoma, WA

**Customer Service Branch Projects, Other Seattle Public Utilities** | City of Seattle, Seattle, WA

**Energy Facility Siting Council** | Oregon Department of Energy, Salem, OR

**Structural Plan Review Practices: Northwest Washington State Multi-jurisdictional Outreach** | City of Shoreline, Shoreline, WA

**Tacoma Water Supply** | Tacoma Public Utilities, Tacoma, WA



## Keith Wolf, Senior Independent Professional Services Consultant

### Demarche Consulting Group

Keith Wolf specializes in corporate and program leadership with expert management, strategic success and comprehensive planning. He has managed hundreds of programs and projects while increasing their coordination, structural effectiveness and capacity. Keith has worked with all levels of government, colleagues and clients with an emphasis on local and global environmental issues. His experience is diverse leading marine and freshwater community ecology, biology and terrestrial biodiversity and environmental engineering efforts throughout his career.

Dr. Wolf is proficient in multiple scientific and technical disciplines, the development of highly-functional programs and in the successful execution of complex projects, business process improvement and cross-functional team leadership.

#### Education

PhD in Environmental Engineering /Remote Sensing Technology  
BS, Biology, Natural Resource Science  
Marine Sciences

#### Years of Experience

30+

#### Honors and Awards

Meritorious Service Award, American Fisheries Society  
Significant Achievement - Environmental Registrar, Environmental Registrar  
Award for Outstanding Contribution (x2), Department of Interior - Secretary of Interior  
Continued Leadership and Contribution to Mission, American Fisheries Society - International Chapter  
Award for Excellence in Developing the Partnership, Pacific Northwest Aquatic Monitoring Partnership

#### Select Relevant Projects

**The Mid-Columbia Public Utility Districts Habitat Conservation Plans** | Grant, Chelan and Douglas County PUD's. Wenatchee, WA.  
**The Mid-Columbia Public Utility Districts Cost Share Planning Partnership** | Grant, Chelan and Douglas County PUD's. Wenatchee, WA  
**Independent review of the 2004 FCRPS Biological Opinion** | American Fisheries Society and the Affiliated Tribes of the Northwest Indians.  
**The Upper Columbia Salmon Recovery Board** | Wenatchee, WA  
**The Washington State Salmon Recovery Funding Board** | Olympia, WA  
**The Pacific Northwest Aquatic Monitoring Partnership** | Portland, OR  
**Developer - Simple Networked Information System** | Portland, OR



## David Infante, Senior Independent Professional Services Consultant

### Demarche Consulting Group

David Infante has recently joined Demarche on several significant projects in the State of Oregon, bringing his long history with General Mills to our extensive experience with process improvement in the public sector. David is an excellent facilitator, understands process redesign and operational excellence, and has extensive experience in strategic planning.

#### Education

BS Business  
Administration  
Associates, Mechanical  
Engineering

#### Years of Experience

23+

#### Areas of Expertise

David is competent in facilitating problem solving using a variety of methodologies such as Kepner-Tregoe Analytical Troubleshooting, Root Cause Analysis, A3 Problem Solving, Toyota 8 Step Method, 5 Why, DMAIC and Fishbone

David leverages his 23 years with General Mills in a variety of Operations, Reliability and HR roles in multiple locations. He spent 10 years as the Corporate Value Stream Mapping Tool Owner developing the methodology and driving facilitator capability within the company to fuel their Holistic Margin Management (HMM) efforts that transformed products and cut waste from product and process value streams. He is an experienced facilitator who challenges and guides subject matter experts to gain their buy-in and create sustainable solutions.

David has trained over 160 facilitators in Australia, Poland, England and the US in addition to conducting 40+ multiday sessions and setting up product and process teams with accountability and sustainability processes for execution of the finished processes.

As a Plant Continuous Improvement Manager, David has led the plant's strategic direction and loss reduction efforts and made the plant a case study and showcase for practical application of improvement methods and sustainability.

#### Select Relevant Projects

**End of Session Process Improvement** | Oregon State Legislature, Salem, OR

**Budget Process Streamlining** | City of Portland, Portland, OR

**Skilled-Facilitator development** | General Mills, Australia

**Product Value Stream Facilitation** | Snacks Division, General Mills HQ



## Pam Gardiol, MAOM Senior Independent Professional Services Consultant

### Demarche Consulting Group

Pam Gardiol has worked in the organizational management field for over twenty-five years. She works with organizational leadership in the private, public and non-profit sectors to design specific, hands-on methods to align their performance to their mission. Whether redesigning systems or cultures, or providing one-on-one coaching with business leaders and managers, she helps clients create organizational environments that foster individual accountability and high performance. She helps organizations develop greater insight and critical thinking competencies to leverage opportunities to drive their future for greater value to their stakeholders. Her skills include strategic planning, data gathering and analysis, jurisdictional research, organizational design and development, organizational change facilitation, and holistic performance development at the individual, group and organizational levels.

#### Education

MA, Organizational  
Management

BS Social Work and  
Psychology

#### Years of Experience

25+

#### Certifications/Honors

Instructor of the Year,  
UofU Professional  
Education

Adjunct Assistant  
Professor, University of  
Utah

Full Adjunct Professor,  
Webster University

Former Lead Faculty and  
Area Chair, University of  
Phoenix

Co-author: *Facilitating Your  
Own Meetings: Essential  
Skills for Managers and  
Supervisors*

### Select Relevant Work

**Certified Public Manager Program faculty** | Utah State Government  
**Change management, leadership coaching, performance collaboration** | 3M  
**Leadership development and coaching** | Utah Air National Guard  
**Community planning, conflict resolution** | City of Ogden, Ogden, UT  
**Organizational needs assessment** | Salt Lake City Corporation  
**Performance management, leadership development, change management, negotiation training** | Utah Transit Authority  
**Organizational training, planning facilitation** | Utah State Courts  
**Performance Audit of UDOT University** | Utah Department of Transportation, Salt Lake City, Utah  
**Team development, leadership coaching** | City of Seattle, Seattle, WA  
**Leadership training and planning** | Corbis  
**Leadership coaching** | Washington State Government. Olympia, WA  
**Corporate university faculty** | Salt Lake County  
**Change management needs assessment, performance development, and executive coaching** | Utah Housing Corporation  
**Organizational, Staffing, and Operational Review,** | Provo River Water Users Association, Provo, UT  
**University Courses** | Organizational Productivity and Change, Seminar in Management, Organizational Leadership and Change Management, Global Business Strategies, Integrated Business Topics  
**Organizational Courses** | Leadership, Organizational Management, Organizational Change, Communication, Team Development, Coaching, Customer Service, Ethics



## Jim Beaver, Consultant

### Demarche Consulting Group

Jim has more than 11 years of experience providing strong organizational and systems support, with a background in Project Management, his experience as a liaison between governance groups and developer firms, and his ability to translate data into meaningful graphic representations. Jim has recognized experience in a range of design, coordination, and project delivery, bringing proven skills in project coordination, working with internal teams, external communication with subcontractors and consultants to ensure quality project delivery. His areas of emphasis include project scheduling, work planning, maintenance of team communication tools, assistance in data analysis and document management, coordination of internal meetings and external benchmarking. Jim develops project reports, proposals, and assists with stakeholder outreach, effective communication and feedback.

#### Education

BA English  
w/emphasis on  
Creative Writing

#### Years of Experience

11+

#### Select Relevant Projects

**Utility and Transportation Affordability Program Improvements** | City of Seattle

**Organizational and Planning Support** | Maintenance and Operations Division, City of Sammamish Public Works, Sammamish, WA

**Fee Study** | City of Tacoma, Planning and Development Services, Tacoma, WA

**End of Session Process Improvement** | Oregon State Legislature, Salem, OR

**Implementation and Change Management** | Planning and Development Services, City of Tacoma, Tacoma, WA

**Organizational Assessment** | City of Tacoma, Public Works Traffic Section, Tacoma, WA

## Exhibit 2



# Organizational and Planning Analysis

## Sammamish Maintenance and Operations

FINAL REPORT

August 30, 2016





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## EXECUTIVE SUMMARY

The City of Sammamish Maintenance and Operations (M&O) Division of Public Works has been challenged in recent years to meet an ever-growing workload. The City has grown in population, area and infrastructure, yet the growth of the M&O Division has not kept pace. The Division currently has a unique opportunity to re-evaluate and implement necessary changes.

Most of the growth in the M&O Division has been focused on temporary employees, a handful of new Maintenance Worker I positions and crew “leads,” but no additional supervisory or management positions have been added. The result is a “flat” organization in which the Division Manager is responsible for both management and supervision of a very large staff.

This translates to one individual performing strategic planning, daily workload scheduling and deployment, task management, staff development, budgeting, problem solving, supervision and human resource issue management. The Maintenance Manager is overloaded, there are significant supervision gaps and obvious inefficiencies with this structure.

Staff scheduling on a day-to-day basis is inefficient and impacts the volume and quality of work. Past attempts at organizational improvement have not been implemented for various reasons. The M&O staff are uncertain about change, but they have expressed support for process improvements to address operational inefficiencies.

The City currently has one maintenance facility, located on the north end of the City. The location causes logistical, functional and efficiency challenges, as transportation corridors to the southeast part of the City are limited. In addition, the facility has exceeded capacity for staff parking as well as equipment storage and operation.

The type and amount of maintenance equipment has not kept pace with the staffing levels or the needs of the ever-evolving best-practices in infrastructure design, maintenance and management. This results in scheduling challenges and inefficiency in the routine maintenance of the City’s infrastructure.

There are a number of changes that need to be made to the M&O Division to improve performance and efficiencies. Implementation of these changes requires a short-term and long-term approach. The short-term changes will focus on recommendations that can be implemented quickly and at little to no cost in order to gain momentum in the change process. This includes the addition of supervisory staff, conversion of seasonal positions to full-time positions and redeployment of the Cityworks Asset Management System. This also includes the purchase of additional vehicles and at least once piece of essential maintenance equipment.

The second phase will be considered as part of the upcoming 2017-18 budget process and focused on implementation over a period of 12 to 24 months. The second phase includes a long-term analysis of

## *Problem Statement*

The Maintenance and Operations staffing levels and structure are not keeping pace with growing workload requirements, exacerbated by a flat organizational structure, inefficient staff scheduling, a maintenance facility that has exceeded capacity and too-few and outdated maintenance equipment.

maintenance facility needs to accommodate staff and resources, an equipment acquisition/replacement strategy and a long-term look at many other operational areas including staff deployment, performance measurement, the overall staffing structure and contract management. This time will also be used to determine the future reporting structure of the maintenance function. Currently, most maintenance functions are housed under the Public Works Department. Given the size of the maintenance function today, it may make sense to separate Parks, Public Works and Facilities and this will be a key component of the long-term evaluation.

## SUMMARY OF FINDINGS/GENERAL CONCLUSIONS

As a group, the full-time staff are professional maintenance workers and leaders with a high desire to succeed and be the best M&O Division of any city. They respond to emergency issues very well. The team and the leaders also do well at accomplishing the high-priority tasks given to them. The Division is committed to providing the highest level of customer service possible, to internal and external customers alike. Successes have been focused on completing large projects in support of capital projects and in utilization of contracts to meet operational needs.

Since 2003, a tremendous amount of infrastructure has been added to the City's overall asset inventory. This includes the recent addition of the Klahanie Annexation Area, increasing developed park land by over 400 acres, the addition of City buildings and significantly increasing stormwater and street inventories. See table provided below. The population served by City services has almost doubled in this time frame as well.

	<b>2003</b>	<b>2012</b>	<b>2016 (post-Klahanie)</b>	<b>% Increase (2003-2016)</b>
<b>Total Park Acreage</b>	404	489	581	44%
<b>Developed Park Land</b>	128	440	532	316%
<b>Building Square-Footage</b>	8,013	100,183	100,183	1,150%
<b>Stormwater Catch Basins</b>	3,519	8,970	10,270*	192%
<b>Stormwater Facilities</b>	154	389	427*	177%
<b>Stormwater Conveyance Pipe</b>	77 miles	192 miles	218 miles*	183%
<b>Streets (Total Lane Miles)</b>	160	342	396	148%
<b>Arterial Lane Miles</b>	28	51	57	104%
<b>Collector Lane Miles</b>	11	26	32	191%
<b>Local Access Lane Miles</b>	121	265	307	154%

\* Does not include the stormwater assets contained in approximately 230 as-builts that have not yet been mapped into GIS.

This rapid growth, in the absence of needed resources, has caused the M&O Division to fall into a constant state of reaction. Decisions are made quickly, often without an evaluation of all the implications. Lack of activities planning and time to evaluate processes or practices for effectiveness or efficiency, impacts customer service and is beginning to impact the quality of the work product.

While many of the City's service areas have been the recipients of excellent maintenance practices, others have continually been too low on the priority list to receive much-needed attention. This is partially due to the reactive nature of the operation, including frequently changing priorities, and also due to current resource limitations. This operating approach is a source of frustration for the community and the staff alike.

The M&O Division has a long history of relying on seasonal employees to accomplish the day-to-day work. The Affordable Care Act, state retirement requirements and other regulations have made the employment of temporary staff an expensive and inefficient proposition. The high level of training required, the high rate of turnover that occurs and the high level of management needed has limited the program's effectiveness.

Based on the overall assessment, resources are needed in in the following critical areas:

- Create appropriate staff assignments, including alignment of staff resources with the appropriate work area/skill area. Revisit the long-term staff structure and address the need for more supervisory/management staff.
- Provide staff training to grow and develop the maintenance workforce at all levels.
- Improve communication strategies, both within the M&O Division and with other employees and the community.
- Evaluate and enhance the use of the M&O Facility, maintenance equipment and the Cityworks<sup>1</sup> Asset Management System.
- Improve decision-making by creating and using standard work processes and procedures.
- Implement a strategic planning process to establish long-term goals and performance measurement.

## OPERATIONAL ANALYSIS APPROACH

At this time, individual interviews have taken place with the Deputy City Manager/Parks Director, the Public Works Director, the Operations Manager, the Deputy Parks Director and the Parks Resource Supervisor. The information gathered from this group, which also makes up the Steering Committee, informed the final recommendations in this report.

Meetings were also held with each maintenance team (Streets, Stormwater and Parks). These meetings included the team members along with the lead worker from each team. Team behaviors, frustrations, successes and observations were collected at these meetings. The team members were very open, forthcoming and appreciative of the opportunity to participate in the process.

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<sup>1</sup> The current computer maintenance management system which tracks infrastructure assets, condition, maintenance strategy, issues work orders, and manages inventory and equipment.

The Steering Committee met several times to discuss the M&O Division as a whole and the long-term vision. Discussions in the initial meeting led to the creation of the scope of this project. The second meeting was a workshop on goal setting and vision, focusing on how to move the M&O Division forward in a strategic way by including all stakeholders. A third meeting was held to review the final report and discuss implementation of the short-term and long-term strategy.

The final phase of assessment included a tour of the maintenance facilities and other City-owned sites used by the M&O Division. Included in this phase was an assessment of all of the requested materials and documents provided by the maintenance staff. In addition, a non-hosted tour of the City to observe M&O work products and customer service was also performed.

The documents and information used to prepare this report included the following:

- Organization charts
- Operational budgets
- Maintenance plans
- Work order summary report for 2015
- Seasonal hiring process
- Seasonal turnover rate
- MOC Building Plans
- Job description for all maintenance positions, including salary range
- Staff proposals from Parks Director and Public Works Director from 2012- 2013
- Fleet inventory and funding
- Other documents pertaining to the M&O Division

## FINDINGS

The following findings are provided as a result of staff interviews combined with data provided by the M&O Division. These findings have been substantiated by the City staff as generally sound.

The findings are organized in the following sections:

- Workplace Culture
- Operational Structure
- Work Process
- Utilizing Systems
- External Forces
- Performance Measurement

### WORKPLACE CULTURE

The current M&O team is committed to providing an excellent product for the community, and is often asked to perform complex projects in compressed timelines. This practice has inhibited the process of advanced planning. It has caused, at times, a finished product that does not fully meet the City or the M&O team goals or expectations. Difficult and competing timelines have limited cross-training and skill development throughout the Division. The constant focus on being in full reactive mode has led to some staff working in areas or positions in which they are not yet prepared. The individual staff member's commitment to his/her mission and willingness to take on anything, has at times, been at the sacrifice of his/her individual success. The team's intense workload leaves little time to evaluate its performance on a team or project basis. The frantic workload continues to create uncertainty and is taking its toll on the front line team, as well as the maintenance leaders.

### OPERATIONAL STRUCTURE

The M&O Division has a long history of relying on seasonal employees to accomplish the day-to-day work. The Affordable Care Act, state retirement requirements and other regulations have made the employment of temporary staff an expensive proposition. The high level of training that is required, the high rate of turnover (65.4% in 2015, see below,) and the high level of management needed for seasonal employees, have limited the effectiveness of the seasonal worker program.

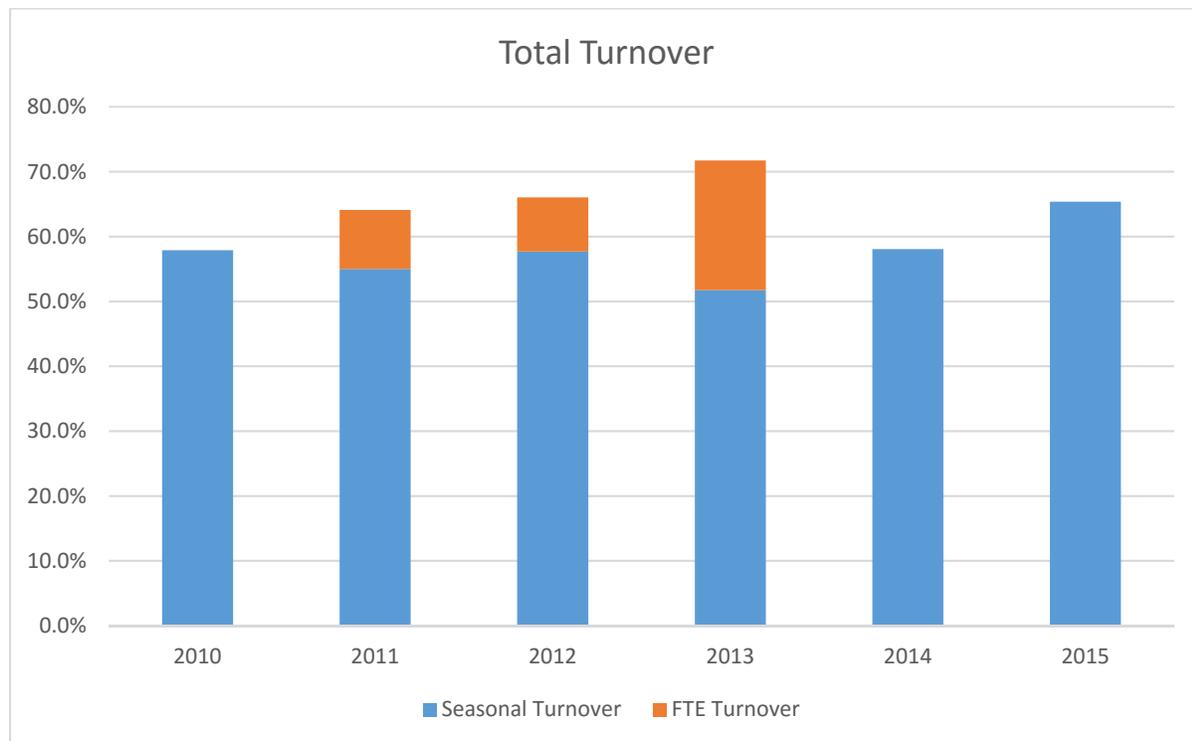
The Maintenance Manager, the Park Resource Supervisor, the Office Assistant and the Lead Workers currently spend an extraordinary amount of time managing the seasonal worker program, which includes hiring, training, rehiring and supervisory responsibilities. Seasonal workers, as is to be expected, tend to be looking for full-time jobs and leave the M&O team when they find them, which is often, considering the current demands in the region for skilled maintenance workers.

The City should re-evaluate the use of 9-month seasonal workers and consider a conversion of these positions to full-time positions. This single change will help stabilize the workforce and immensely improve operational efficiencies. This change will also considerably reduce the amount of time spent hiring, training and re-hiring the maintenance workforce on an annual basis.

In the case of the 4-month seasonal workers, the job is most likely a summer job while the worker is out of college, with no long-term plans to pursue maintenance as a profession. Most of the 4-month



seasonal workers are in the Parks Maintenance Division, and this remains a good fit to address the short-term, high impact use that the parks infrastructure experiences during the summer months. It is recommended that the majority of the 4-month seasonal positions in the Parks Division be retained.



As opposed to seasonal employees, the turnover rate for full-time employees is very low (0% in 2014 and 2015). While the professionalism, expertise and commitment that full-time employees bring to work every day is difficult to measure, it does directly and positively impact customer service, productivity and the public trust. The many successes of the maintenance team, despite the ongoing resource challenges, may be directly attributed to the tenured full-time staff.

One of the other challenges with the current maintenance staff structure is the leadership structure. Currently, the Maintenance and Operations Division is a “flat” organization in which the division manager is responsible for both management and supervision of a large staff. Currently, 17 full-time staff members directly report to the Maintenance Manager – see Appendix for current organizational chart. This is not a sustainable operating model and additional supervisory positions are needed.

It should also be noted that the staff team, particularly the leaders, are expected to respond to maintenance needs 24-hours a day, 7-days a week. The lack of redundancy in staff and leadership positions places this burden on just a handful of employees, resulting in a significant work-life imbalance. A more balanced approach to help manage the round-the-clock demands of maintenance is needed to improve work-life balance for all of the maintenance employees.

The maintenance structure was originally developed based on a self-directed model. This was an appropriate approach when the City was smaller and the number of assets being managed was also much smaller. To be successful, the self-directed operating model relies on highly skilled and highly

trained team members who are familiar with leadership techniques, understand other department and division needs and understand political realities. In recent years, it has become increasingly difficult to sustain the self-directed work model. This is largely due to the limited management resources available to support these teams, increased workloads and staff turnover. Given the size of the current maintenance and operations function, it is advisable to move away from the self-directed model towards a management/leadership-directed work planning model.

The maintenance staff structure is also very reliant on tenured staff and institutional knowledge. When a person leaves the organization, that vacancy has a detrimental impact that is felt for a long period of time, particularly due to a lack of redundancy in many functions and positions. The structure has also inhibited the evolution of any specialists on the maintenance team. The maintenance staff are generally expected to move between a number of specialty areas, which is challenging considering the breadth of the overall maintenance function. When the City infrastructure was smaller, generalists were appropriate in all areas of M&O. With growth, experts in many functions are needed to meet the expectations of the customers and the requirements to maintain a more intricate infrastructure. Allowing staff teams and individuals to specialize, also improves operation efficiency

#### WORK PROCESS

Most Sammamish maintenance practices and processes have not been formally documented. This has caused inconsistency in work products, and the processes have become leadership-based instead of team-based. Thus, a great deal of time is spent training and re-training staff on maintenance procedures. Without documented processes, an accurate assessment of performance, training needs, and accountability of field staff is difficult. Not having processes in place has caused confusion in every function of maintenance. The lack of consistency has also eroded confidence in the field staff. It is critical that resources be allocated to document standard maintenance operating procedures.

#### CONTRACT MANAGEMENT

The City of Sammamish, including the M&O Division, relies heavily on contract work to fulfill day-to-day operational requirements. Currently, over 30 ongoing maintenance-related contracts are in place (see detailed list below). These contracts address a specific portion of the maintenance operation. Additionally, multiple contracts throughout any given year (between 5 and 10) are for one-time needs such as fence repair or roof repair. It is important that the M&O division allocate staff resources to properly manage these contracts. Currently, a 9-month seasonal serves as the field manager for a majority of the ongoing maintenance contracts, but that staffing level is inadequate considering the sheer number of contracts being managed. The staff resources needed to manage these contracts should be evaluated and additional resources considered.

Periodic evaluation of contracted services is also recommended. As the M&O responsibilities grow and change, there may be cases where contracting for services no longer makes sense. Likewise, there may be other services that should be considered to be performed by contract. The City should regularly perform a “make vs. buy” analysis on all contracted work.

Contract Summary	
<p>Contract acquisition and administration are a major part of the maintenance approach for the City of Sammamish. Two types of contracts exist: ongoing, and one-time projects. The City currently has over 30 ongoing contracts and between 5 and 10 one-time contracts per year. Included in the administration process for all contracts are:</p> <ul style="list-style-type: none"> <li>• Communication and meetings</li> <li>• Scheduling</li> <li>• Inspection of work</li> <li>• Invoice review and processing</li> </ul> <p>Provided below is a list of ongoing contracts currently managed by the M&amp;O staff team.</p>	
Contract	Section Responsible
Backflow Testing	Parks/Streets
Catch Basin Cleaning	Stormwater
Community Sports Fields	Parks
Curb and Concrete	Streets
Custodial	Facilities/Parks
Door Repair – City Hall/MOC	Facilities
Electrical – City Hall	Facilities
Electrical – General	Facilities
Elevator – City Hall/MOC	Facilities
Fence Repair/Replacement	Streets/Parks/Stormwater
Fire Inspection & Monitoring	Facilities
Flagging	Streets
G-Max Testing	Parks
Generator – City Hall/MOC	Facilities
Graffiti Clean-Up/Removal	Parks/Facilities/Stormwater
HVAC – General	Facilities
King County Traffic	Streets
Landscape – Right of Way	Streets
Landscape – Slope Mowing	Stormwater
Landscape – Parks	Parks
Locksmith Services	Facilities/Parks
Mobile Mechanic	Fleet – All
Plumbing	Facilities
Pervious Pavement Cleaning	Stormwater
Pond Mowing	Stormwater
Pressure Washing	Facilities/Parks
Sidewalk Cutting	Streets
Street/Parking Lot Sweeping	Streets/Parks/Stormwater
Tree Maintenance	Streets/Parks/Stormwater
Turf Repairs – Community Fields	Parks
Vactor Services	Stormwater/Streets
Water Audits	Irrigation – Parks

## MAINTENANCE SYSTEMS

In the evaluation of the systems the M&O team uses to complete its work, it became evident that in many cases the team members continue to find workarounds to shortfalls. Many tools work and function at a high level, however those that do not cause inefficiency, unnecessary redundancy and frustration. The three systems that cause the most challenges are the Maintenance and Operations Facility (MOC), the maintenance equipment inventory and the Cityworks Asset Management System.

### The Maintenance and Operations Center (MOC):

The facility has many very good features, but also a few major concerns. The facility has only one private office, employee parking spaces are lacking (especially during the spring and summer months), and the yard space is not adequate for the size of the operation. Neither parking nor yard space can be expanded on-site due to environmental issues and the size of the property. Finally, the three separate crews do not have the space necessary to meet separately during assignment meetings each morning. Additional maintenance facility space should be considered a high

priority in the long-term to improve the overall operation. This includes office space and most importantly, additional outdoor yard space.

#### **Maintenance Equipment Inventory:**

Some maintenance equipment shortfalls exist. As these can be large-ticket items, and without enough yard and parking space for them within the facility, they have not been requested in the past. One of the main shortfalls is not enough small vehicles in the Parks Operation. It is inefficient to have 5 people in a truck traveling around the City performing quick-response maintenance tasks such as litter and garbage. In many cases, this practice has caused the work to take much longer than it should, thereby inhibiting performance and creating inefficiencies in the operation. The other main issue is that the three maintenance work units share one five-yard dump truck. This inhibits effective project scheduling and puts undo stress on the vehicle. Acquisition of maintenance equipment and work trucks is a priority that should be considered immediately. The overall equipment purchase/replacement plan should be updated as well.

#### **Cityworks Asset Management System:**

The City recently purchased an asset management system to track and manage City assets, which includes managing maintenance tasks. The system is very powerful and can provide a high level of assessment data for the M&O Division. Due to heavy workloads, multiple staff transitions and an over-reliance on end-users during implementation, the project rollout was incomplete. This is typical during the implementation phase of a project like this one, particularly in a fast-paced environment like Sammamish. The new system can also support inventory management and centralized purchasing and procurement, and those tools should be implemented in the future. Resources should be allocated to re-deploy the Cityworks Asset Management System as soon as possible. The re-deployment should include sufficient staff training to maximize the use of the system.

#### EXTERNAL FORCES

As with all municipal government entities, external forces are a constant factor in decision-making, scheduling and the overall focus of the work. This is particularly true for the M&O Division. What makes this challenging in Sammamish is the high expectations of the community and the staff. The Maintenance team takes pride in meeting, and at times exceeding, these expectations. The community, however, does not always have a clear understanding of what it takes to meet the requested level of service. This is largely because the M&O group has not focused on telling the story of their accomplishments. This is also because communication from management about costs and level-of-service standards has been inconsistent.

Since a level of service process has not been established for maintenance operations, it is difficult to consistently prioritize the work and determine how customer requests fall into the scheduling process. It has long been the practice for maintenance tasks to be re-prioritized “on the fly,” which has created a sense of uncertainty, and at times customer and staff confusion. Establishing level-of-service standards is a priority and will improve operational efficiency and customer satisfaction.

#### PERFORMANCE MEASUREMENT

The M&O Division is not currently using performance measurement, other than listing the major projects completed each year and budget reports. One of the main purposes of the Cityworks Asset

Management System is to gain a better understanding of the Division's performance. The slow implementation of the new system and the incomplete asset list and documentation has delayed the development of meaningful measurements. Development of performance measurement standards and indicators should be a high priority for the M&O Division in the future.

## Recommendations

As part of the evaluation process, the Steering Committee participated in a workshop to define short-term needs. The focus has remained on implementing meaningful, low-cost changes in the short term, while pursuing a longer-term strategic planning process. The Steering Committee developed the following short-term goals:

1. Workplace Culture Goal: Connect City staff with M&O staff through a communication strategy
2. Operational Structure Goal: Realign resources to meet workload needs
3. Work Process Goal: Create sustainable expertise in the workforce
4. Utilizing Systems Goal: Utilize systems to the fullest; adopt full use of Cityworks
5. External Forces Goal: Build and maintain a reputation of service excellence

Specific recommendations include:

1. Implement M&O Staffing Structure Changes.
  - a. Update the M&O team structure to include a customer response function. The customer response function will focus on immediate response to citizen action requests and vegetation issues. This allows all of the other teams to complete their work uninterrupted and improves customer response time.
  - b. Enhance the M&O Stormwater Team. The stormwater function needs to become a team that has the specific training and expertise to complete all stormwater tasks in order to meet state and federal requirements and timelines. Additional staff training is needed to improve knowledge and skills in this area.
  - c. Create additional supervisory positions within the M&O Division.
    - i. Create an Interim Director of M&O (to be performed by contract) who will report directly to the Deputy City Manager. This is intended to be a temporary position to provide senior-level management support to the M&O division, while also working to complete the ongoing strategic planning work and long-term analysis.
    - ii. Create a Facilities Supervisor/Superintendent position to oversee the facility maintenance program, including the facility contracts and facility staff presently managed by the Parks Resource Supervisor.
    - iii. Create a Streets Supervisor/Superintendent position to oversee the Streets and Stormwater work groups. In the future, it may be necessary to establish a



separate supervisor/superintendent position for the Stormwater group, but that will be evaluated as part of the long-term strategy.

- iv. Retain the Parks Supervisor position, which will now include oversight of the parks maintenance staff (previously assigned to the M&O Manager). It is recommended that the position title be changed from Supervisor to Superintendent (or comparable).
  - v. Convert a currently vacated Maintenance Worker II position on the Parks team to a Lead Maintenance Worker position. The Parks team is large enough that it necessitates two lead worker positions to perform efficiently.
  - vi. Conduct a compensation and classification benchmarking study to review salary ranges for all maintenance positions. An expanded compensation and classification study may be considered as part of the long-term strategy.
- d. Convert the 9 month seasonal workers to full-time Maintenance Worker I positions. The budget assumptions and total number of positions are provided in the table below. The table below assumes the Maintenance Worker I positions will be filled at Grade F.

Streets	Current	Proposed	Est. Cost
9-month seasonal	2.5	0.5	(\$116,540)
4-month seasonal	4	0	(\$67,788)
Maintenance Worker I	-	2	\$180,025
<b>NET CHANGE</b>			<b>(\$4,303)</b>

Stormwater	Current	Proposed	Est. Cost
9-month seasonal	2.5	0	(\$145,675)
4-month seasonal	4	0	(\$67,788)
Maintenance Worker I	-	2	\$180,025
<b>NET CHANGE</b>			<b>(\$33,438)</b>

Parks	Current	Proposed	Net Cost
9-month seasonal	9	0.5	(\$495,295)
4-month seasonal	8	6	(\$33,894)
Maintenance Worker I	-	6	\$540,075
<b>NET CHANGE</b>			<b>\$10,886</b>

2. Purchase additional equipment for 2017 to meet operational needs.
  - a. 2 small pick-ups
  - b. 1 medium-duty pick-up
  - c. 1, 5-yard dump truck
3. Develop an Internal Communications Strategy to connect the M&O staff with other City staff.
  - a. Ensure the M&O Division has representation (staff other than the M&O leadership team) on all City-wide committees.
  - b. Include the maintenance staff in early planning meetings for capital projects.
  - c. Identify opportunities to include the M&O staff in processes that impact them, but in which they are not normally considered, such as budget development, public outreach programs and other cross-training opportunities.
4. Reallocate facility space at the MOC.
  - a. Convert the “cave” into a crew space with desk space much like the main crew area. It is currently informally being used this way. This will allow the three crews to process their work orders, host meetings and complete the morning dispatch without disturbing the other teams.
  - b. Evaluate the potential to create an enclosed office within the “cave” space.
  - c. Move the current storage materials within the “cave” upstairs and reorganize the upstairs storage.
  - d. Reorganize the upstairs office to create additional workspace for two to three more supervisory staff.
  - e. Evaluate all employee schedules and make adjustments to ensure yard and parking movement conflicts are minimized.
5. The Cityworks Asset Management System needs to be re-launched to meet M&O needs. The tasks are as follows:
  - a. Hire a consultant to evaluate and rebuild the asset list, materials list and other components of the program.
  - b. Create and document Cityworks operating processes and procedures.
  - c. Implement the reporting function of Cityworks.

- d. Provide training for all field staff on data entry and work order management and processing.
  - e. Provide system administrator level training for key staff (Maintenance Manager, Admin positions, IT support, supervisors and other positions identified by the evaluation process).
  - f. Ensure all components of Cityworks are mobilized, including fleet management, facility management and asset management.
  - g. Ensure redundancy in all staff functions for management of the program.
  - h. Create an implementation schedule for relaunch, to be completed by April 2017.
6. Provide training and coaching to support the restructure.  
To ensure the success of those who are assigned leadership and management responsibilities, group training and individual coaching will be necessary. Further specifics are provided below in the Next Steps Section under Phase 1A.
7. Plan for a long-term analysis and strategic planning effort.  
A comprehensive look at the entire M&O organization with a long-term focus is recommended. It is recommended that an internal staff committee be formed, in addition to the Steering Committee, to support the effort. Further specifics are provided below in the Next Steps Section under Phase 2.

## NEXT STEPS

### PHASE 1A – LEADERSHIP TRAINING AND COACHING

In the initial assessment, a challenge that emerged was continued development of the maintenance leaders. The interim implementation strategy includes the development of new supervisor/superintendent positions. In order to ensure the success of those positions, as well as those already in leadership positions, it is recommended to provide group training and individual coaching.

Goals include:

- Developing and growing supervisory skills
- Team building among the leaders who impact the M&O Division
- Developing a support system for managers
- Identifying and utilizing specific talents of each leader
- Developing in-depth knowledge of personnel policies
- Creating career progression plans to ensure growth of each of the leaders

## **Group Training**

The initial group training program will consist of four, two-hour training sessions, summarized below. The approach of the training will include discussions, exposure to leadership techniques, small-group and one-on-one activities.

### *Session 1 – “You as Leader”*

This session will focus on each individual becoming aware of and creating his/her leadership and management style, identifying vision and learning self-awareness techniques. It will also include defining one’s purpose as a leader, modeling the behavior one desires to see, finding a mentor and creating a support system.

### *Session 2 – “Building a Winning Team”*

This session will focus on how to define winning/success for a team, defining a season, recognizing and using the flow of one’s team and its members, being a teammate and adding the right new team members.

### *Session 3 – “Collaborative Communication”*

This session will help leaders understand their communication style, have purposeful and intentional communication, understand nonverbal communication (one’s own and others), learn to confront issues or poor performance to get desired results, creating partnerships with other leaders and managing electronic communication.

### *Session 4 – “Inspiring through Accountability and Action”*

This session will help leaders instill their vision in others. Facilitating an inspiring meeting, re-recruiting employees, goal-setting and advocacy. This session will also include appropriate recognition and coaching techniques.

## **Individual Leadership Coaching**

In addition, it is recommended that each participant attend a minimum of two, one-on-one coaching sessions to ensure they are supported and are growing in areas they have identified. Should they request more coaching opportunities, those will be determined by the Project Managers on a case-by-case basis.

While not specifically detailed above, additional training will be provided in both group and one-on-one training on the City’s personnel policies.

## PHASE 2 – STRATEGIC PLANNING PROCESS

Development of a strategic plan for the M&O Division is recommended as part of the work plan in 2017. There are a significant number of items still to be analyzed, that were not completed in this initial phase of work. A summary of the tasks is provided below.

### TASK 1 – LONG-TERM STRATEGY DEVELOPMENT

Through a series of workshops and meetings, develop a long-term strategy for fulfilling the mission of caring for the City of Sammamish infrastructure. This will include a customer service philosophy, mission vision, values, workplace expectations and an employee development program. Level of service standards and performance measures will be considered. Also recommended for inclusion in this process is the development of a public outreach and communication strategy and an internal communication plan.

### TASK 2 – LONG-TERM STAFFING AND COMPENSATION STRUCTURE

Develop a long-term staffing plan to meet the needs of the Sammamish community and the functions of the M&O Division. Clarify roles and responsibilities and update job descriptions to match future operations. Evaluate the performance review process, the salary structure (to include callout and overtime pay) and the promotion process. This may include an expanded compensation and classification study to review salary ranges. Determine whether it is appropriate to separate the Parks, Public Works and Facilities functions and create a plan to implement the direction.

### TASK 3 – LEADERSHIP DEVELOPMENT

Continue the 2016-17 leadership development process with the leaders in M&O. Create a future leader and mentorship program to take advantage of the existing knowledge and experience of leaders throughout the organization. This also includes succession planning to ensure future maintenance leaders are identified early and supported in their career development.

### TASK 4 – WRITTEN PROCESS DEVELOPMENT AND EVALUATION

Document every major process and assess it for efficiency and effectiveness. Make changes as necessary. Agree to adopt standard best maintenance practices for municipal maintenance tasks, equipment and training certification, inventory management and use of ongoing work planning practices. Include the hiring process, employee evaluation process, the internal promotion process and the procurement process (to include contracts). Create a level of service for the major functions of the infrastructure and establish performance measurement standards. Create a sustainable standard for response that is supported by the community.

### TASK 5 – FACILITY NEEDS ASSESSMENT

Complete a full assessment of future facility needs. This process will include a full site analysis of the current facilities (Beaver Lake Shop and the MOC) and evaluation of long-term maintenance facility needs, taking into consideration planned growth and financial constraints.

### TASK 6 – LONG-TERM EQUIPMENT PURCHASE AND REPLACEMENT STRATEGY

As a component of the facility assessment, also consider the long-term strategy for the purchase and replacement of maintenance equipment. The addition of yard space may allow for the purchase of

additional equipment and the elimination of costly equipment leases. Staff vehicles should also be evaluated to ensure a sufficient number of vehicles are available to meet daily work needs.

#### TASK 7 – MAINTENANCE CONTRACT ASSESSMENT

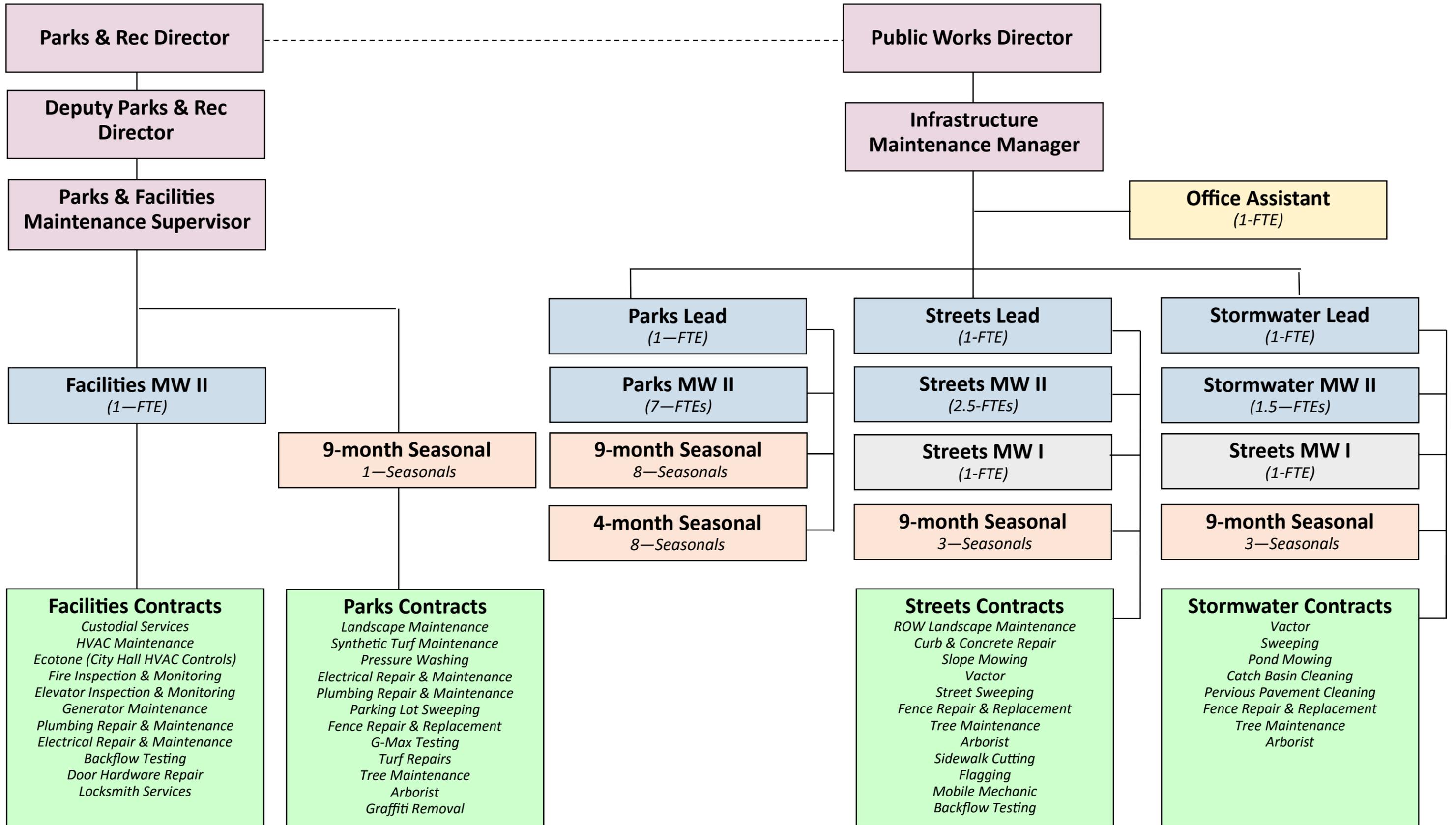
Perform a “make vs. buy” assessment on all major maintenance contracts. Determine maintenance services that should be performed by contract and those that should be performed in-house. Establish a process for regular review of contracted services. Also evaluate the staffing resources needed to effectively manage the maintenance contracts.

## BUDGET CONSIDERATIONS FOR 2017 -2018

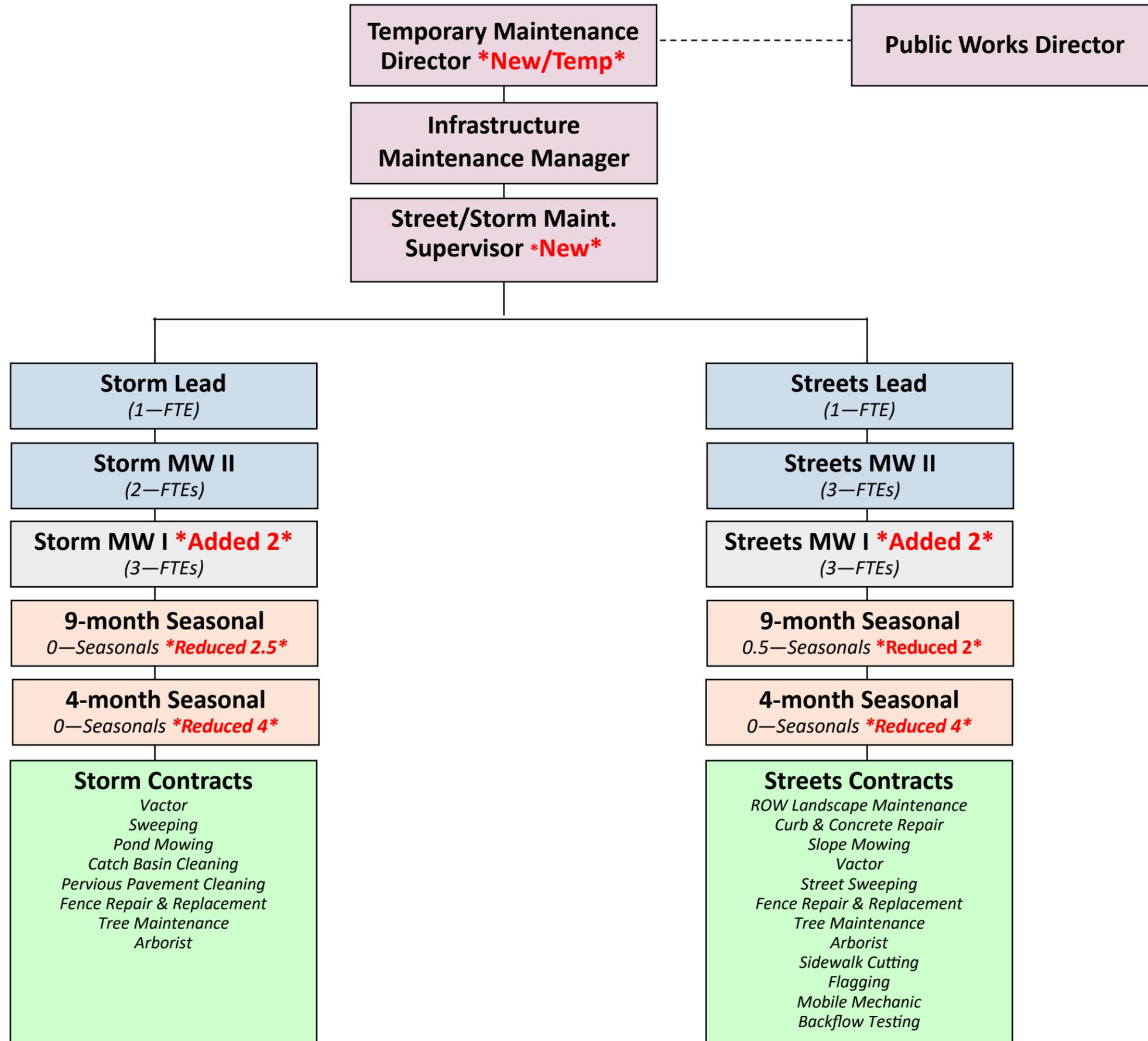
The following are the highest priority items to consider in the upcoming budget process.

Item	Description	Estimated Cost
Conversion of seasonal 9-month positions to full-time positions.	Conversion of 9-month seasonal positions to full-time Maintenance Worker I positions as described on page 12.	(\$27,000)
Conversion of Maintenance Worker II position to a Lead Position in Parks	Additional field leadership is needed in the parks division to support the large crew.	\$10,000
New Facility Supervisor Position	Assuming responsibility for Facility Maintenance supervisory duties previously assigned to the Parks Resource Supervisor.	\$134,000
New Streets/Stormwater Supervisor Position	Creates a new supervisory position overseeing Streets and Storm maintenance teams.	\$134,000
<b>SUBTOTAL ONGOING COSTS</b>		<b>\$251,000</b>
Implementation of Interim M&O Director (temporary, by contract)	Support for implementation of Phase I and Phase 2 work and provides leadership support to the maintenance division.	\$220,000
Cityworks Re-launch	Consultant to rebuild system. Includes staff training for end-users and system administrators. Full deployment of system.	\$60,000
Equipment Upgrades	2 - Small Pickups 4WD 1 - Midsize pickup 4WD 1 - 5-yard Dump truck	\$80,000 \$40,000 \$180,000
Strategic Planning Process/Long-Term Maintenance Analysis	See scope of work on pages 15-16.	Included in Interim M&O Director Contract
<b>SUBTOTAL ONE-TIME COSTS</b>		<b>\$580,000</b>
<b>TOTAL 2017-18 ESTIMATED BUDGET IMPACT</b>		<b>\$831,000</b>

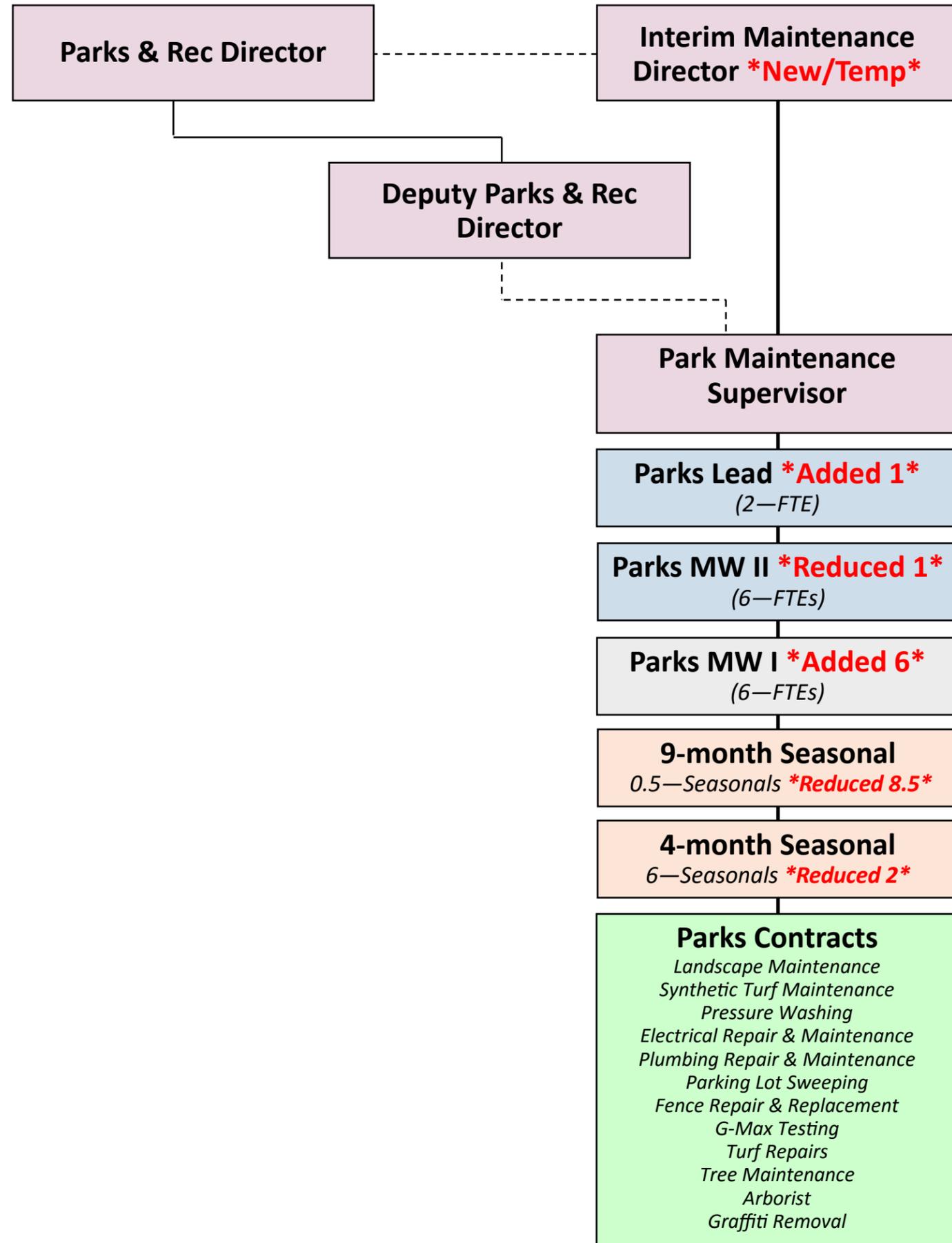
# Appendix 1: City of Sammamish: Current Maintenance Org Chart



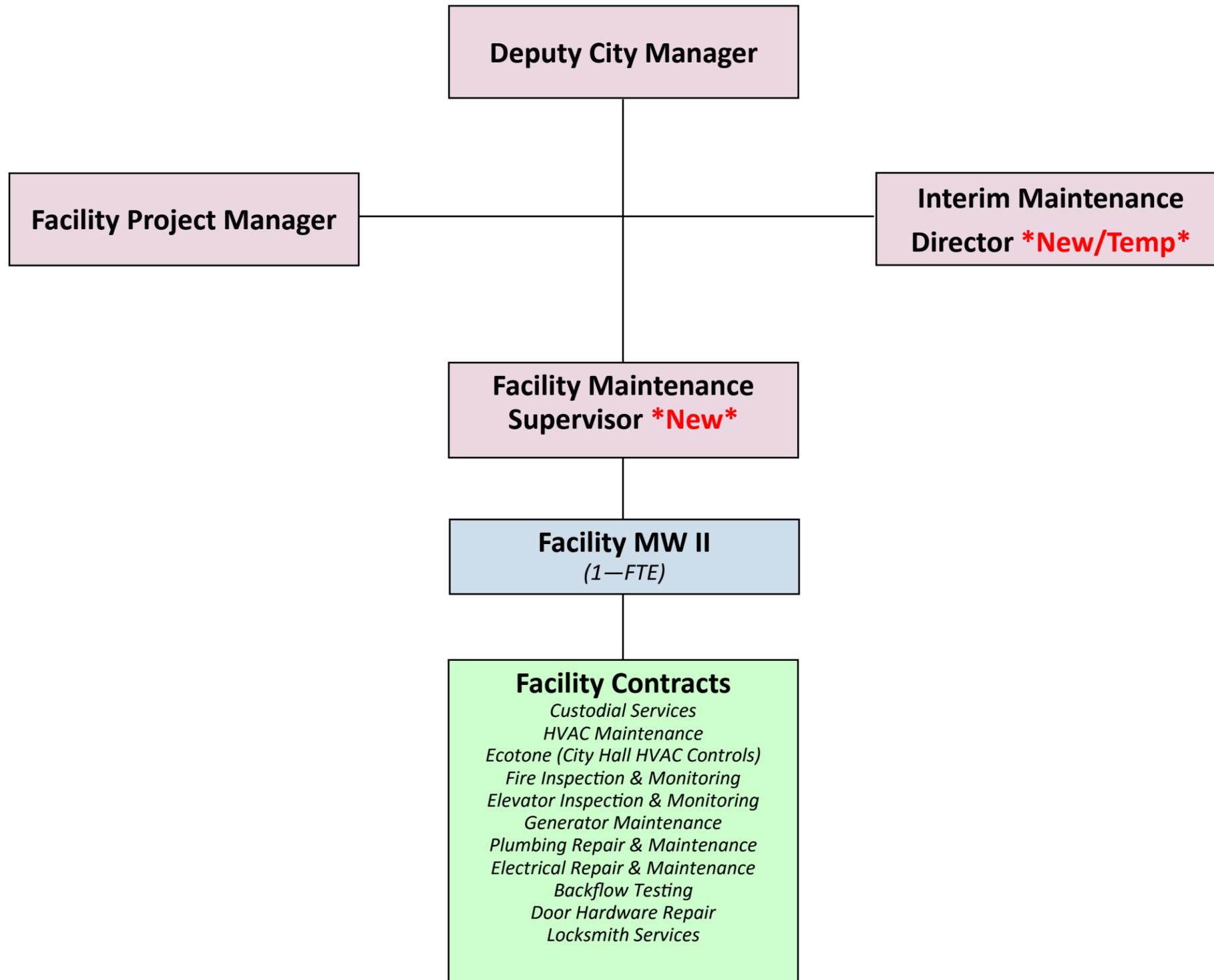
# Appendix 2: Streets & Stormwater Maintenance: Proposed Org Chart



# Appendix 3: Parks Maintenance: Proposed Org Chart



# Appendix 4: Facility Maintenance: Proposed Org Chart



**Discussion:**

# **Construction Moratorium**



