

City of Kenmore



City of Kenmore - 18120 68th Avenue NE - PO Box 82607, Kenmore WA 98028 - Phone: 425-398-8900 - Fax: 425-481-3236

REVISED 2/25/2011

City of Kenmore
City Council Regular Meeting Agenda
7:00 p.m., Monday, February 28, 2011

Kenmore City Hall
18120 68th Ave. NE, Kenmore, WA 98028

AGENDA ITEMS ARE SUBJECT TO CHANGE up to and including the time of the meeting; items may be added or dropped. Please call the City Clerk if you have any questions or to confirm the agenda items prior to the meeting at (425) 398-8900, or stop by City Hall at 18120 68th Avenue NE, Kenmore. The agendas are also available on our website at: www.kenmorewa.gov. Our public meetings are accessible to all members of the public. If you require special accommodations, please call the City Clerk at least three (3) days prior to the meeting.

- I. CALL TO ORDER REGULAR MEETING - 7:00 p.m.**
- II. ROLL CALL**
- III. FLAG SALUTE**
- IV. AGENDA APPROVAL**
- V. CONSENT AGENDA**
 - A. Minutes of the January 24, 2011 Regular Council Meeting.
 - B. Approval of Claim Nos. 23465 - 23542 in the Amount of \$294,530.51 for the Period Ending February 16, 2011.
 - C. Adopt Ordinance No.11-0323 of the City of Kenmore, Washington Amending Section 2.30.050 Relating to the Kenmore Library Advisory Board Terms of Office of the Kenmore Municipal Code - Fred Stouder, City Manager
 - D. Approve a Motion Deferring Consideration and Action on Comprehensive Plan Amendments and Identification of a Comprehensive Plan Work Program to 2012 – Fred Stouder, City Manager and Debbie Bent, Community Development Director

V. CONSENT AGENDA

- E. Motion to Approve the A Regional Coalition for Housing (ARCH) 2011 Administrative Budget and Work Program – Fred Stouder, City Manager
- F. Motion to Cancel the March 14, 2011 Regular Council Meeting.

VI. CITIZEN COMMENTS

This is an opportunity to express your views on issues that are important to you and to the community. Please limit your comments to three (3) minutes.

VII. BUSINESS AGENDA

- A. Puget Sound Energy (PSE) Presentation on Winter Storm – Nancy Ousley, Assistant City Manager
- B. Accept and Approve Council Retreat (January 21-22, 2011) Summary Report from Pendleton Consulting – Fred Stouder, City Manager
- C. Ordinance No. 11-0322 of the City of Kenmore, Washington, Amending Section 15.20.105 (International Residential Code Adopted) of the Kenmore Municipal Code to Require that an Approved Fire Sprinkler System be Installed in New Residential Buildings (one and two family residences and townhomes) within the City of Kenmore, Washington - Bryan Hampson, Building Official

VIII. COUNCILMEMBER COMMENTS/REPORTS

IX. ADJOURNMENT

Upcoming Meetings:

March 14, 2011 CANCELED

March 21, 2011 7:00 p.m. Regular Council Meeting

NEXT TOWN HALL QUARTERLY MEETING: April 11, 2011 6:30 p.m.

DRAFT

City of Kenmore
Executive Session, Town Hall & Regular Meeting
Minutes
January 24, 2011

CALL MEETING TO ORDER – Mayor David Baker called the regular meeting to order at 6:00 p.m.

EXECUTIVE SESSION – Mayor David Baker adjourned the regular meeting at 6:01 p.m. to an executive session to discuss Property Acquisition and Potential Litigation pursuant to RCW 42.30.110(1)(b) and RCW 42.30.110(1)(i). He stated that the executive session will last for approximately 30 minutes and that no action is anticipated when the meeting is reconvened back to regular session.

RECONVENED BACK TO REGULAR SESSION - 6:30 p.m.

ADJOURNED TO TOWN HALL MEETING - 6:31 p.m.

QUESTIONS AND ANSWERS

CLOSE TOWN HALL MEETING - 7:30 p.m.

RECONVENED BACK TO REGULAR SESSION – Mayor David Baker called the regular meeting back to order at 7:35 p.m.

Councilmembers present: Mayor David Baker, Deputy Mayor Milton Curtis, Councilmembers Bob Hensel, John Hendrickson, Laurie Sperry, Allan Van Ness, and Glenn Rogers

Staff present: Fred Stouder, City Manager; Nancy Ousley, Assistant City Manager; Joanne Gregory, Finance Director; Ron Loewen, City Engineer; Debbie Bent, Director of Community Development; Bryan Hampson, Building Official; Jennifer Gordon, Public Works Operations Manager; Leslie Harris, Public Information Officer/Special Events Coordinator; Cliff Sether, Police Chief; Rod Kaseguma, City Attorney; and Lynn Suskin, City Clerk

FLAG SALUTE

Former Kenmore Councilmember Chip Davidson led the flag salute.

AGENDA APPROVAL

Councilmember Glenn Rogers moved to add a new business agenda Item A., City Manager will read into the record a memorandum dated January 24, 2011 titled “Request for discussion of

City Council Town Hall & Regular Meeting Minutes
January 24, 2011

City Manager Services Contract.” Councilmember Bob Hensel seconded the motion. The motion passed unanimously.

CONSENT AGENDA

Deputy Mayor Milton Curtis pulled Item D., “Authorize the City Manager to Execute Amendment No. 1 in the Amount of \$105,000 to Contract No. 09-C776 with Gray & Osborne, Inc. to Complete the Final Design of the 0057 Channel Relocation” from the consent agenda for separate consideration.

Deputy Mayor Milton Curtis moved to approve the consent agenda as amended. Councilmember Laurie Sperry seconded the motion to approve the Minutes of the November 9, 2010 Special Budget Workshop; Claim Nos. 23264 - 23320 in the Amount of \$796,130.78 for the period ending December 31, 2010; and to Accept November 2010 Financial Reports for the City of Kenmore. The motion passed unanimously.

Item D. Authorize the City Manager to Execute Amendment No. 1 in the Amount of \$105,000 to Contract No. 09-C776 with Gray & Osborne, Inc. to Complete the Final Design of the 0057 Channel Relocation – Ron Loewen, City Engineer, was present to answer any questions.

Deputy Mayor Milton Curtis moved to Authorize the City Manager to Execute Amendment No. 1 in the Amount of \$105,000 to Contract No. 09-C776 with Gray & Osborne, Inc. to Complete the Final Design of the 0057 Channel Relocation. Councilmember Laurie Sperry seconded the motion. The motion passed unanimously.

CITIZEN COMMENTS

Chip Davidson, former Kenmore Councilmember, 114 Reginald St., Skykomish, was present to state his concerns relating to building heights.

Dave Crawford, 7534 NE 175th St., Kenmore, was present to state his concerns relating to heavy-handed government.

Elizabeth Mooney, 5934 NE 201st St., Kenmore, was present to announce that cut-throat salmon have been found in Stream 0056. She reiterated the importance of preventing sediment and erosion from coming downstream.

Janet Hays, 6303 NE 181st St., Kenmore, was present to state her concerns relating to a proposed Council Conduct Ordinance. She wondered about the status of Brightwater.

Dennis Mendrey, 6410 NE 182nd St., Kenmore, was present to state that he felt there was some good discussion during the Town Hall meeting this evening. He noted that there are standards in Robert’s Rules of Order that Council must abide by, which are consistently broken by a member of the Council.

Mayor David Baker summarized the comments.

BUSINESS AGENDA

City Manager Stouder read into the record his memorandum dated January 24, 2011 titled "Request for discussion of City Manager Services Contract."

Councilmember Allan Van Ness moved to reaffirm the City Council's confidence in, and appreciation for our City Manager, Frederick Stouder, and our entire administrative staff. They have continued to perform their duties in a professional and efficient manner in these difficult economic times. Councilmember Glenn Rogers seconded the motion. The motion passed 6-1 with Councilmember John Hendrickson voting no.

RECP/UP Kenmore, LP Quarterly Report to the Council on the Kenmore Village Project – Nancy Ousley, Assistant City Manager, was present to give a brief report in which she stated that the amended and restated Disposition and Development Agreement, calls for quarterly reports to the Council on the status of the project. She was also available to answer any questions.

Matt Burton, Amy Hoffman, and Jeff Taylor of RECP/UP Kenmore, LP were present to review the status of their ground lease of the Kenmore Village property and the Kenmore Village project. They were also available to answer any questions.

Discussion.

Authorize City Manager to Execute Contract No. 11-C906 for Jail Services with Snohomish County Jail – Cliff Sether, Kenmore Police Chief, was present to provide a staff report in which he stated that the City could potentially save as much as \$138,000 annually by entering into a contract with Snohomish County Jail for misdemeanor prisoners, and by discontinuing the Yakima Jail contract and also minimizing the use of the King County Jail. He, along with an officer from the Snohomish County Sheriff's Office, were present to answer any questions.

Joanne Gregory, Director of Finance, was also present to answer any questions.

Councilmember Glenn Rogers moved to Authorize City Manager to Execute Contract No. 11-C906 for Jail Services with Snohomish County Jail. Councilmember Bob Hensel seconded the motion. The motion passed unanimously.

Discussion and Adoption of Ordinance No. 11-0320 Amending Section 9.50.030 of the Kenmore Municipal Code Relating to the Definition of the Crime of Prostitution, and Providing for an Effective Date - Cliff Sether, Kenmore Police Chief, was present to provide a brief staff report in which he stated that Kenmore Municipal Code (KMC) Section 9.50.030, relates to the definition of "Sexual Conduct." He state that the wording in the original Kenmore Ordinance was deficient and made it difficult to arrest and prosecute anyone for violation of prostitution by sexual contact. He stated that this would bring the KMC consistent with the RCW and is on the advice of the City's Prosecutor and King County Police Services. He was also available to answer any questions.

City Council Town Hall & Regular Meeting Minutes
January 24, 2011

Discussion followed.

It was Council consensus that this proposed ordinance be brought back to the next regular Council meeting for further discussion and consideration.

COUNCIL COMMENTS/REPORTS

Councilmember John Hendrickson stated his concerns related to the City Manager's statement; car tab increases; and his continued confusion about the City's 2009/2010 ending fund balances. He also referred to the City's 2001 Trial Balance. He stated that he had been given some misinformation by another Councilmember; as he has recently found out that the City does have the taxing authority to raise property taxes without a vote. He stated that more money needs to go towards fixing roads and sidewalks.

Councilmember Bob Hensel read a portion from Kenmore's Incorporation Feasibility Study in which he said it clearly states that the City would not impose a separate road tax on its citizens, as Councilmember John Hendrickson keeps stating it does. He also stated that staff has been successful in finding ways to save money and that staff is continuing to look for other money-saving options for the City.

Councilmember Laurie Sperry briefly reviewed the recent Council Retreat. She stated that it was interesting to find out that there has been a lot of cost-savings for the City in relation to City contracts.

Councilmember Glenn Rogers stated that a Councilmember continues to talk about the need for respect. He stated that mutual respect needs to be earned, and cannot be demanded.

ADJOURNMENT

Mayor David Baker adjourned the regular meeting at 9:05 p.m.

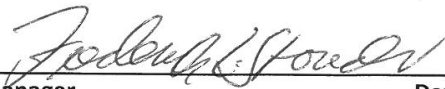
Mayor David Baker

ATTEST:

Lynn Suskin, City Clerk

City of Kenmore Voucher Certification and Approval

I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein and that the following claims, paid by checks 23465 - 23542 which total \$294,530.51 are just, due, and unpaid obligations against the City of Kenmore/King County/Washington, and that I am authorized to authenticate and certify to said claims.



City Manager Date



Finance Director 2-17-11
Date

Check	Name	Description	Net amount
23465	CHILDERS, MARK	ASAP Training Per Diem & Hotel	\$ 401.00
23466	CURRY, ROSS	ASAP Training Per Diem	183.00
23467	NATIONWIDE FINANCIAL 401a	Payroll Entry	9,321.82
23468	NATIONWIDE RETIREMENT SOLUTIONS 457	Payroll Entry	320.00
23469	ICMA RETIREMENT TRUST 457 - 304745	Payroll Entry	2,219.22
23470	DRS 457	Payroll Entry	1,706.66
23471	CITY OF KENMORE FS	Payroll Entry	176.96
23472	BANK OF AMERICA 941	Payroll Entry	10,538.36
23473	DEPARTMENT OF RETIREMENT SYSTEMS	Payroll Entry	6,664.27
23474	DEPARTMENT OF LABOR AND INDUSTRIES	Payroll Entry	1,400.73
23475	PUGET SOUND ENERGY	SR 522 Construction Undergrounding	14,625.00
23476	MIDMOUNTAIN CONTRACTORS, INC	SR 522 HOV Enhancement	63,326.20
23477	VAUGHAN, KENT	Engineering License Renewal Reimb.	76.00
23478	NORTHSHORE PAVING INC	SR 522 Ph 2 Project Retention	537.90
23479	ESA ADOLFSON	Shoreline Management Plan	3,458.85
23480	ADT SECURITY SERVICES	6700 Bldg. Alarm Services	265.88
23481	AMERICAN PLANNING ASSOCIATION	Annual Membership Dues	1,070.00
23482	BAKER, DAVID	Parking & Bus. Mtg. Mileage Reimb.	166.20
23483	BRAVO ENVIRONMENTAL SERVICE	Drainage Services	15,199.70
23484	CITY OF BELLEVUE	Q1 2011 ARCH Contribution	6,298.75
23485	CITY OF LAKE FOREST PARK	Jan. 2011 Streets & Parks Cont	62,630.86
23486	DAILY JOURNAL OF COMMERCE	Fireworks Display RFP Advertisement	54.00
23487	ALLIED WASTE SERVICES #172	Jan. 2011 Trash Services	707.82
23488	FERGUSON ENTERPRISES INC	Drainage Materials	2,118.10
23489	CALPORTLAND COMPANY	Swamp Creek Trail Repair	121.38
23490	HOME DEPOT	Parks Materials	32.63
23491	INSLEE, BEST, DOEZIE & RYDER, P.S.	Dec. 2010 Attorney Fees	9,472.00
23492	JET CITY PRINTING	Municipal Code Book Printing	240.90
23493	KING COUNTY W.L.R.D.	WRIA Based Watershed Planning	2,209.34
23494	VOIDED		-
23495	KING COUNTY FINANCE	Dec. 2010 Streets Contract	4,984.39
23496	SOUND PUBLISHING, INC.	Kenmore Reporter Advertisement	576.00
23497	KING COUNTY RADIO COMM SERVICES	Emergency Radios Charger & Battery	863.43

VB. Approval of Claim Nos. 23465 - 23542 in the Amount of \$294,530.51 for the Period Ending February 16, 2011.

23498 BLACKBAUD	2011 Software Maint. Agreement	4,956.23
23499 LIGHTHOUSE CONSULTING INC	Jan. 2011 IT Services & Software Maint.	1,433.90
23500 PENDLETON CONSULTING LLC	Council Retreat Consulting	5,493.14
23501 NATIONAL ASSOC OF PARLIAMENTARIANS	2011 Annual Membership Dues	85.00
23502 NEXTEL COMMUNICATIONS	Jan. 2011 Staff & PD Cell Phones	982.88
23503 NORTSHORE SENIOR CENTER	Q4 2010 Kenmore Senior Center	5,500.00
23504 NORTSHORE UTILITY DIST	Water Bills	1,022.96
23505 OFFICE TEAM	Temp Office Employee-1/28/11	679.60
23506 OTAK	On Call Misc. Tasks	9,171.25
23507 PEOPLES STORAGE	March 2011 Storage Unit Rent	170.00
23508 PUGET SOUND ENERGY	Electricity Bills	9,196.97
23509 CEMEX	Roadway Materials	696.34
23510 STEWART BEALL MACNICHOLS	Jan. 2011 Public Defender Services	3,000.00
23511 WASHINGTON CITY/COUNTY MGMT ASSOC	2011 WCMA Membership Dues	160.00
23512 WASHINGTON STATE DEPT OF INFO SERV	Jan. 2011 List Serv	210.00
23513 COLUMBIA RIDGE LANDFILL	Sweeper Truck Dump Fees	4,627.78
23514 ANDONIADIS INC	Jr. High School Dance Food	495.21
23515 VAN NESS, ALLAN	NLC Conference Airfare Reimbursement	547.49
23516 AMERICAN PUBLIC WORKS ASSOCIATION	2011 Group Membership Dues	503.42
23517 WA RECREATION & PARK ASSOCIATION	2011 Annual Membership Dues & Conf.	129.00
23518 SOUND LAW CENTER	Hearing Examiner Services	1,368.50
23519 BANNER BANK LB	Conference Hotel Deposit	216.67
23520 DIGITAL REPROGRAPHICS SERVICES INC.	Kenmore Map Printing & Wayfinding	700.75
23521 BANNER BANK DB	Conference Registration	250.00
23522 3CMA	2011 Annual Membership Dues	375.00
23523 QUALITY BUSINESS SYSTEMS	Jan. 2011 Photocopier Usage	1,909.32
23524 BIS	Feb. 2011 Website Hosting	175.00
23525 A+ CONFERENCING	Telephone Conference Calls	43.82
23526 EVERGREEN SAFETY COUNCIL	2011 Annual Membership Dues	175.00
23527 PRSA	2011 Annual Membership Dues	277.00
23528 TOWN & COUNTRY FENCE, INC	Fence Repair	427.05
23529 SHRED-IT	Document Destruction Services	49.50
23530 KENMORE ELEMENTARY PTA	Q4 2010 Social Services Crisis	1,666.67
23531 PRUDENTIAL	Employee Life Insurance Policy	373.13
23532 COMCAST	Feb 2011 City Hall Internet Service	109.90
23533 GORDON THOMAS HONEYWELL	Jan. 2011 Government Affairs	3,082.11
23534 TOWNE CENTRE HARDWARE	Vehicle Maint. & Parks Materials	20.21
23535 FRONTIER	Jan. 2011 CH Phone Services & 6700 Bldg.	472.45
23536 FRONTIER	Jan. 2011 CH Elevator Phone Service	387.56
23537 AM TEST, INC	Water Sample Analysis	150.00
23538 PHOTOTAINMENT	Jr. High School Teen Dance Entertainment	876.00
23539 SERVICE ELECTRIC	SR 522 Lighting Repair	869.08
23540 BRAVO ENVIRONMENTAL SERVICE	Drainage Services	1,018.75
23541 KING COUNTY FINANCE	Q4 2010 Alcohol Treatment Services	1,284.52
23542 KING COUNTY FINANCE	Dec. 2010 Community Work Program	7,224.00
		<u>\$ 294,530.51</u>

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PRIOR VENDOR ACTIVITY

	Previous YTD
AA PARTY RENTALS	\$ 379.96
ACTION ENTERTAINMENT	395.00
ADT SECURITY SERVICES	265.88
AFLAC	2,566.77
ALCALDE & FAY	20,051.58
ALLIED WASTE SERVICES #172	2,136.97
AM TEST, INC	275.00
AMERICAN GENERAL	1,045.29
AMERICAN SOCIETY OF COMPOSERS	305.00
ANDERSON, LAURI	27.94
ASSOCIATION OF WA CITIES	13,970.00
AT WORK	605.25
AURORA RENTS	215.47
AWC EMPLOYEE BENEFITS	90,284.01
BAKER, DAVID	583.63
BANK OF AMERICA 941	64,748.09
BANNER BANK CS	1,295.06
BANNER BANK DB	376.00
BANNER BANK JG	856.78
BANNER BANK JGORDON	3,009.70
BANNER BANK KENMORE	8,216.93
BANNER BANK LD	1,824.55
BANNER BANK NO	1,216.96
BASTYR UNIVERSITY	59,494.20
BAYLES, GREGORY	50.00
BEKINS NORTHWEST	303.45
BIS	2,375.00
BRAVO ENVIRONMENTAL SERVICE	38,140.12
C. ANDERSON & CO.	1,209.98
CALIBRE HOMES, INC	7,500.00
CALPORTLAND COMPANY	1,264.44
CARLSON, THOMAS G.	303.74
CASCADE PEST CONTROL	377.79
CATHOLIC COMMUNITY SERVICES	1,512.75
CEMEX	873.32
CENTER FOR HUMAN SERVICES	8,240.00
CITY OF BELLEVUE	335,840.00
CITY OF CLYDE HILL	583.00
CITY OF KENMORE FS	779.71
CITY OF LAKE FOREST PARK	118,048.81
CITY OF RENTON	980.00
CITY OF SHORELINE	310.55
CLARITY SIGNS	338.36
COASTAL WEAR PRODUCTS INC	27.25
COASTWIDE LABORATORIES	3,240.54
CODE 4 PUBLIC SAFETY EDUCATION	198.00
COLUMBIA RIDGE LANDFILL	4,292.60
COMCAST	329.70
COMMERCIAL SOUND, INC.	1,444.26

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CONSEJO COUNSELING & REF	1,250.00
CONSOLIDATED PRESS	3,729.67
CORNERSTONE ROOFING	98.50
COSTCO RETAIL SERVICES	27.62
CROWN PRODUCTS	940.86
CSAT, LLC	1,600.00
DAILY JOURNAL OF COMMERCE	649.00
DANSOUND INC	657.00
DELL MARKETING L.P.	4,275.06
DEPARTMENT OF ECOLOGY	5,082.52
DEPARTMENT OF LABOR AND INDUSTRIES	6,429.36
DEPARTMENT OF RETIREMENT SYSTEMS	40,587.01
DIGITAL REPROGRAPHICS SERVICES INC.	152.22
DRS 457	7,574.80
DURRANT, JEFF	696.25
EARTHCORPS	10,939.10
EFFICIENCY INC	949.37
EMERGENCY FEEDING PROGRAM	1,875.00
EMERGENCY SERVICE COORDINATING AGCY	56,137.00
ESA ADOLFSON	3,806.84
EVANS, C. WILLIAM	5,247.00
EVER-MARK, LLC	1,099.25
FAZZARI MARKETING	1,411.18
FEDEX OFFICE	26.61
FERGUSON ENTERPRISES INC	5,370.49
FRONTIER	2,593.63
FRUHLING SAND & TOPSOIL	853.28
FULL MAINTENANCE GARDENING	1,193.70
GEOENGINEERS INC	1,946.50
GORDON DERR	3,440.00
GORDON THOMAS HONEYWELL	9,261.00
GREGORY, JOANNE	235.72
H.W. LOCHNER, INC.	61,570.71
HAMMOND COLLIER WADE LIVINGSTONE	1,050.00
HDR	30,503.70
HEARTLAND	2,649.09
HEATERMEALS	1,193.21
HERO HOUSE	386.25
HOME DEPOT	123.26
HONEY BUCKET	125.00
HOPELINK	14,284.00
ICMA RETIREMENT TRUST 457 - 304745	10,346.10
iCOMPASS TECHNOLOGIES, INC.	8,000.00
INDEPENDENT STATIONERS	929.16
INSLEE, BEST, DOEZIE & RYDER, P.S.	42,859.23
INSTITUTE FOR FAMILY DEVELOPMENT	3,938.00
INSTRUMENTATION NORTHWEST INC.	1,560.58
INTEGRA TELECOM	2,194.72
INTERNATIONAL CITY/CNTY MGMT ASSOC	2,154.43
iWORQ SYSTEMS	4,800.00
J. MURPHEY CONSTRUCTION	42.67

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JBS INSTRUMENTS	3,360.75
JET CITY PRINTING	49.27
JONES & STOKES	129.31
KCDA PURCHASING COOP	8,771.33
KELLY PRINTING & GRAPHICS	3,520.43
KENMORE HERITAGE SOCIETY	25.00
KENYON DISEND, PLLC	8,256.60
KEY EQUIPMENT FINANCE	2,697.00
KING COUNTY	200.00
KING COUNTY W.L.R.D.	124,668.55
KING COUNTY ANIMAL SVCS	1,555.00
KING COUNTY FINANCE	146,597.87
KING COUNTY FIRE DISTRICT	850.00
KING COUNTY LIBRARY SYS	33,440.00
KING COUNTY PUBLIC DEFENSE	2,482.18
KING COUNTY RADIO COMM SERVICES	7,836.12
KING COUNTY RECORDER'S OFFICE	280.00
KING COUNTY SHERIFF	719,279.16
KONICA MINOLTA BUSINESS SOLUTIONS	2,042.46
KUKER-RANKEN INC	59.59
KUSTOM SIGNALS, INC.	263.09
LACHAPELLE, NATALIE	300.00
LIGHTHOUSE CONSULTING INC	6,501.84
LONGFELLOW, JONATHAN	420.00
LORBIECKI, GLENN	50.00
LYONS, KEN	6,687.40
MAACO	368.96
MAAS, NORMAN	2,520.00
MAIL FINANCE	764.82
MIDMOUNTAIN CONTRACTORS, INC	15,541.97
MILNE ELECTRIC, INC	18,819.80
MINZGHOR, NICHOLAS	1,228.92
MR. T'S TROPHIES	660.29
NATIONAL ALLIANCE ON MENTAL ILLNESS	1,081.50
NATIONAL BARRICADE CO	1,582.27
NATIONAL LEAGUE OF CITIES	3,849.00
NATIONAL LIFE OF VERMONT	1,207.07
NATIONWIDE FINANCIAL 401a	46,796.28
NATIONWIDE RETIREMENT SOLUTIONS 457	6,600.00
NEBC	195.00
NEXTEL COMMUNICATIONS	2,109.70
NORTHSHORE FIRE DEPT	1,020.00
NORTHSHORE SENIOR CENTER	250.00
NORTHSHORE UTILITY DIST	30,291.05
NORTHSHORE YOUTH & FAMILY SERVICES	10,000.00
OAC SERVICES, INC	43,302.98
OFFICE DEPOT	842.99
OFFICE TEAM	6,957.41
OM WORKSPACE	744.43
OSTROM DRUGS	557.40
OTAK	79,061.25

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OUSLEY, NANCY	670.50
PACE ENGINEERS, INC.	3,057.50
PACIFIC NW TITLE CO OF WA, INC	1,095.00
PACIFIC TOPSOILS	5,075.61
PASSPORT TRAVEL AND TOURS	625.80
PAWS	3,625.00
PEOPLES STORAGE	510.00
PETTY CASH CUSTODIAN	351.17
PHSI PURE WATER FINANCE	301.89
PUGET SOUND CLEAN AIR AGENCY	10,989.00
PUGET SOUND ENERGY	38,154.57
PUGET SOUND FINANCE OFFICERS ASSOC	50.00
PUGET SOUND REFRIGERATION	1,471.68
PURE WATER TECH OF PUGET SOUND	136.88
QUALITY BUSINESS SYSTEMS	4,029.36
ROGERS, GLENN	292.39
ROUNDY, CASSANDRA	50.00
SAFRIN, PATTY	227.69
SARAH ROBERTS	27,000.00
SCHLOTZHAUER FIRM PS	13,080.00
SEATTLE TIMES	1,472.70
SECRETARY OF STATE	55.00
SEMAIAHMOO RESORT	520.56
SHATTUCK, NANCY	1,600.00
SHRED-IT	148.50
SOUND PUBLISHING, INC.	720.00
STAPLES ADVANTAGE	2,495.30
STEWART BEALL MACNICHOLS	9,300.00
STOUDER, FRED	1,091.76
SUBURBAN CITIES ASSOC	11,604.87
SUNBELT	45.32
SUSSMAN/PREJZA & CO, INC	14,536.61
TELESYSTEMS WEST	257.33
THE KIPLINGER TAX LETTER	89.00
THE PIN CENTER	920.00
TIGER CONSTRUCTION & EXCAVATION	5,950.00
TITAN OUTDOOR, LLC	862.00
TOTAL LANDSCAPE CORP	19,672.53
TOWNE CENTRE HARDWARE	153.78
T-TRAN LANDSCAPING & CONCRETE	8,760.00
ULI/SEATTLE DISTRICT CNCL	45.00
UNITED STATES POSTMASTER	1,336.35
UNITED WAY OF KING COUNTY	437.00
UNIVERSAL FIELD SERVICES	3,569.02
UNIVERSITY OF WASHINGTON	645.00
VAN NESS, ALLAN	712.67
WA CITIES INSURANCE AUTHORITY	124,502.00
WA FINANCE OFFICERS ASSOCIATION	100.00
WA GUARANTEED EDUCATION TUITION	1,245.00
WA STATE DEPARTMENT OF AGRICULTURE	33.00
WA STATE DEPT OF TRANSPORTATION	2,652.93

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WASHINGTON ENERGY SERVICES	82.50
WASHINGTON STATE DEPT OF INFO SERV	630.00
WASHINGTON STATE DEPT OF REVENUE	5,003.62
WASHINGTON STATE OFFICE CASH MGMT	270.00
WEINSTEIN AU	22,005.11
WONDERLAND DEVELOPMENT	5,665.00
YAKIMA COUNTY DEPT OF CORRECTIONS	55,550.48
	<u>\$ 2,943,765.06</u>

CITY OF KENMORE, WASHINGTON			
AGENDA BILL SUMMARY			
AGENDA TITLE			MEETING DATE
AN ORDINANCE OF THE CITY OF KENMORE, WASHINGTON, AMENDING SECTION 2.30.050 RELATING TO THE KENMORE LIBRARY ADVISORY BOARD OF THE KENMORE MUNICIPAL CODE.			February 28, 2011
DEPARTMENT	DIRECTOR	CONTACT PERSON	PHONE
Executive	Frederick Stouder, City Manager	Frederick Stouder, City Manager	425-398-8900
COST OF PROPOSAL: Staff and City Attorney time to prepare Ordinance and agenda bill		ACCOUNT NUMBER: 01.15.5409	
AMOUNT BUDGETED: \$387,000 City Attorney for 2011-2012		NAME AND FUND #: General Fund	
ATTACHMENT(S) TO AGENDA PACKET ITEM: 1) Proposed Ordinance No. 11-0323			
SUMMARY STATEMENT: The proposed ordinance removes the term limit of two three-year terms for Kenmore Library Advisory Board members. The Kenmore Library Advisory Board has requested that the Council consider this action in the interest of Board continuity, particularly as the long-held goal of constructing a new Kenmore Library is about to be completed.			
CONSISTENT WITH OR COMPARISON TO PAST COUNCIL POLICIES, ORDINANCES, DIRECTION:			
RECOMMENDED CITY COUNCIL ACTION/SUGGESTED MOTION: Adopt Ordinance No. 11-0323			
REVIEWED BY FINANCE DIRECTOR:		REVIEWED BY CITY ATTORNEY:	APPROVED BY CITY MANAGER: 
TODAY'S DATE: February 17, 2011	REVISION DATE(S):		FILE NAME & PATH (HYPERLINK): See below

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DRAFT
CITY OF KENMORE
WASHINGTON
ORDINANCE NO. 11-0323

**AN ORDINANCE OF THE CITY OF KENMORE,
WASHINGTON AMENDING SECTION 2.30.050
RELATING TO THE KENMORE LIBRARY ADVISORY
BOARD OF THE KENMORE MUNICIPAL CODE.**

WHEREAS, the City of Kenmore understands the importance of the continuity amongst the members of the Kenmore Library Advisory Board; and

WHEREAS, the City of Kenmore desires to repeal the Kenmore Library Advisory Board member term limits.

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

Section 1. Section 2.30.050 A. of the Kenmore Municipal Code is amended as follows:

2.30.050 Terms of Office. A. The term of office for the young adult member shall be one year, with the possibility of reappointment. All other Library Advisory Board members shall serve three-year terms. To allow for the staggering of terms for the initial Library Advisory Board and appointment or reappointment as appropriate, the initial terms shall be as follows: three (3) members for terms of two years and four (4) members for terms of three years. Terms shall expire December 31st. ~~Members shall be limited to two (2) consecutive three (3) year terms.~~

Section 2 This ordinance shall be effective from and after its adoption and the expiration of five days after its publication, as provided by law.

PASSED BY THE CITY COUNCIL OF THE CITY OF KENMORE, WASHINGTON AT A
REGULAR MEETING HELD ON FEBRUARY 28, 2011.

David Baker, Mayor

ATTEST/AUTHENTICATED:

Lynn Suskin, City Clerk

Approved as to form:

Rod Kaseguma, City Attorney

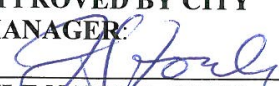
DRAFT

Filed with the City Clerk: February 10, 2011
Passed by the City Council: February 29, 2011
Ordinance No. 11-0323
Date of Publication: March 3, 2011
Effective Date: March 9, 2011

CITY OF KENMORE, WASHINGTON			
AGENDA BILL SUMMARY			
AGENDA TITLE			MEETING DATE
Deferring consideration and action on comprehensive plan amendments and identification of a comprehensive plan work program to 2012			February 28, 2011
DEPARTMENT	DIRECTOR	CONTACT PERSON	PHONE
Community Development	Debbie Bent	Debbie Bent	425-398-8900
COST OF PROPOSAL: Staff time to prepare a 2012 work program.		ACCOUNT NUMBER: 01585455	
AMOUNT BUDGETED: \$40,000 budgeted in the 2011-2012 biennial budget.		NAME AND FUND #: General Fund #1	
ATTACHMENT(S) TO AGENDA PACKET ITEM: None.			
SUMMARY STATEMENT: Staff recommends that Council pass a motion deferring action on comprehensive plan amendments and identification of a work program until 2012. The Comprehensive Plans provides the policy framework for the community's long-term (20 year) vision. The Plan serves as the guide for making decisions regarding ordinances, regulations, and public facility investments to ensure that the overall goals and policies are furthered by such decisions. The Growth Management Act (GMA) currently prescribes evaluation and update, where appropriate, of the comprehensive plan and development regulations every seven years. GMA also allows Cities to amend comprehensive plans no more frequently than once a year (with some exception). The City completed its first comprehensive plan in 2001. The plan was updated in 2003 with the adoption of the Downtown Plan and Parks plan. Annual updates have occurred between 2006 and 2009. The Growth Management Act (GMA) required seven year review of the City's comprehensive plan is due by 12/1/14. No State funding is available to assist in the update process. Legislation is currently under review that could extend the update deadline to 6/30/15 with review on a 10 year update cycle thereafter. All elements of the City's comprehensive plan will require some level of update to be consistent with GMA requirements, the new 2031 planning horizon year and growth targets, new countywide planning policies, Vision 2040 policies, as well as other state laws and issues of local concern. Staff identified several suggested Comprehensive Plan work program items for 2011 and 2012 as objectives within the 2011-2012 budget. Staff recommends that Council defer action on a work program until 2012. Staff will begin preparing background materials for a work program in 2011 for consideration by Council in January 2012. The Comprehensive Plan amendments and associated development regulation amendments related to implementation of the Transit Oriented District (TOD), which began as a work program item in 2009, are pending following a Council public hearing held 9/28/10. Staff recommends deferring deliberation and action on the TOD until 2012 pending assessment of development regulations in the Regional Business zone anticipated Fall 2011 and into 2012. Staff recommends deferring a decision for including private applications on a work program to amend the comprehensive plan to 2012. Private applications received include Wiese (2008) and Greene (2008 and 2009) who requested review of height and views. Mendrey (2010) to rezone property at amend the comprehensive plan land use map and zoning map from Community Business to Regional Business. The process for amending the Comprehensive Plan requires a hearing and recommendation by the			

VD. Approve a Motion Deferring Consideration and Action on Comprehensive Plan Amendments and Identification of a Comprehensive Plan Work Program to 2012 – Fred Stouder, City Manager

City's seven member Planning Commission prior to Council action. On 1/11/10 Council temporarily extended the expired terms (expired 12/31/09) of Doug Nugent, Stan Isenhath, Karen Olson and Michael Vanderlinde until such time that Council took action on considering filling the vacant position. The terms of Jim Howard, Doug Huxtable and the vacant position expire 12/31/11. Thirteen applications were received by 1/20/10 with interest in filling the vacant position. Staff recommends that Council interviews and appoint or reappoints Planning Commission members in October/November to be ready to begin a work program approved by Council in 2012.		
CONSISTENT WITH OR COMPARISON TO PAST COUNCIL POLICIES, ORDINANCES, DIRECTION: The docket process is outlined in KMC 19.20.060. The annual docket is the process for the City, citizens and other applicants to request amendments to the City's comprehensive plan and related development regulations.		
RECOMMENDED CITY COUNCIL ACTION/SUGGESTED MOTION: A motion to approve deferring consideration and action on comprehensive plan amendments and identification of a comprehensive plan work program to 2012.		
REVIEWED BY FINANCE DIRECTOR:	REVIEWED BY CITY ATTORNEY:	APPROVED BY CITY MANAGER:
TODAY'S DATE: February 9, 2011	REVISION DATE(S):	FILE NAME & PATH (HYPERLINK):

CITY OF KENMORE, WASHINGTON			
AGENDA BILL SUMMARY			
AGENDA TITLE			MEETING DATE
Motion to Approve A Regional Coalition for Housing (ARCH) 2011 Work Program and Administrative Budget			February 28, 2011
DEPARTMENT	DIRECTOR	CONTACT PERSON	PHONE
Executive	Frederick Stouder	Nancy Ousley/Debbie Bent	425-398-8900
COST OF PROPOSAL: \$25,195 for 2011 ARCH dues (administrative costs)		ACCOUNT NUMBER: 01.19.6309	
AMOUNT BUDGETED: 2011-2012 Budget: \$52,000 General Fund		NAME AND FUND #: General Fund (Administrative costs)	
ATTACHMENT(S) TO AGENDA PACKET ITEM: Exhibit A: Proposed ARCH 2011 Work Program; Exhibit B: ARCH Administrative Budget			
SUMMARY STATEMENT: A Regional Coalition for Housing (ARCH) is comprised of fifteen East King County cities and King County. Through the technical assistance to its members on housing policy and plan development and Housing Trust Fund investments, ARCH helps local jurisdictions meet the obligations of the Growth Management Act to provide for housing opportunities that are affordable to a wide range of household incomes. Under the terms of the ARCH Interlocal Agreement, each member jurisdiction must annually approve the ARCH Work Program and Administrative Budget. Like other ARCH members, Kenmore contributes annually to ARCH to provide administrative and technical support for the organization's housing activities. Each year, ARCH presents its annual work program and administrative budget to each member's Council for review and approval. The ARCH Executive Board has approved the Administrative Budget (see Exhibit B) and Work Program (see Exhibit A) and has forwarded them to members for approval. This year's 2011 proposed administrative budget is \$499,876. Kenmore's share of the administrative budget is \$25,195, which is the same amount the Council approved for Kenmore's 2009 and 2010 share.			
CONSISTENT WITH OR COMPARISON TO PAST COUNCIL POLICIES, ORDINANCES, DIRECTION: Previous City Council approval of ARCH Interlocal Agreement, Work Programs and Administrative Budgets. Consistent with adopted 2011-2012 Budget.			
RECOMMENDED CITY COUNCIL ACTION/SUGGESTED MOTION: Motion to approve A Regional Coalition for Housing (ARCH) 2011 Work Program and Administrative Budget.			
REVIEWED BY FINANCE DIRECTOR: 	REVIEWED BY CITY ATTORNEY:	APPROVED BY CITY MANAGER: 	
TODAY'S DATE: February 9, 2011	REVISION DATE(S):		FILE NAME & PATH (HYPERLINK):

Final 12/9/10

ARCH WORK PROGRAM: 2011

I. PROJECT ASSISTANCE

A. Oversight of Local Monetary Assistance

ARCH Trust Fund. Review applications and make recommendations for requests of local monetary funds through the ARCH Housing Trust Fund process. Includes helping to coordinate the application process and use of funds for various programs.

Objective: Allocation of \$1,000,000 or more through the ARCH Housing Trust Fund Process, and create or preserve a minimum of 50 units.

For the 'Parity Program', provide updated annual information to members, and achieve the base line goal for levels of direct assistance.

Provide a variety of types of affordable housing and that meet other funding priorities as specified in the ARCH Trust Fund Criteria.

Evaluation of ARCH Trust Fund: Dedicated Funding Source. As follow up to the ARCH Workshops in 2007, explore and evaluate the feasibility of a dedicated funding source.

Objective: Develop a sustainable strategy for the HTF to meet local housing goals.

Centralized Trust Fund System. Monitor centralized trust fund process including:

- Produce regular monitoring reports for the ARCH Trust Fund account.
- Work with Administrating Agency (Bellevue) to prepare contracts and distribute funds for awarded projects.
- Monitor funded projects including evaluating performance and tracking loan payments.

King County / State Funding Programs. Review and provide input to other funders for Eastside projects that apply for County (HOF, RAHP, HOME, etc) and State (Tax Credit, DOC) funds. Includes providing input to the King County Home Consortium on behalf of participating Eastside jurisdictions. Assist N/E consortium members with evaluating and making a recommendation to the County regarding CDBG allocations to affordable housing. Advise city staff as needed regarding analysis of Redmond's and Kirkland's participation in the King County consortium governing the Community Development Block Grant.

Objective: In consultation with County, local staff and housing providers, seek to have funds allocated on a countywide basis by the County and State allocated proportionately throughout the County including the ARCH Sphere of Influence.

B. Special Initiatives This includes a range of activities where ARCH staff assist local staff with specific projects. Activities can range from feasibility analysis, assisting with requests for proposals, to preparation of legal documents (e.g. contracts, covenants). Following are either existing initiatives or examples of initiatives likely to emerge:

Eastside Homebuyer Assistance Program. In late 2005 the House Key Plus ARCH down payment assistance program was launched with funding from many East King County cities, King County and the Washington Housing Commission. In 2006 a second round of funding was received from the same initial funders. In 2011, the goal is to finalize contracting of a third round of funding awards received in 2010 and to implement updates to the program resulting from a review of the program.

Objective: Maintain operation of the Homebuyer Assistance Program and implement updates.

Surplus Property/Underdeveloped Property. Assist as needed member cities' evaluation of potentially surplus public property or underutilized private property (e.g. church properties) for suitability of affordable housing. For example, Kirkland and King County (Metro) are currently evaluating using the South Kirkland Park n Ride site for a mix of market rate and affordable housing. One potential use of surplus property is for the HomeChoice Way ownership initiative. This task is consistent with one of the priority strategies identified at the ARCH Workshops in 2007.

Objective: Identify one or more specific sites in East King County to be made available for housing.

HUD Assisted Housing. Continue to monitor and actively pursue efforts to preserve existing HUD assisted affordable housing.

Objective: Preserve existing federally assisted affordable housing in East King County and prevent from converting to market rate housing.

II. HOUSING POLICY PLANNING

Work items in this section group into the following basic areas of activity:

- Work with individual members on local planning efforts.
- Efforts coordinated through ARCH that benefit multiple members of ARCH.
- Track legislation that increases tools available to cities to create affordable housing.
- Participation in regional workgroups that impact local housing efforts.

A. Local Planning Activities

ARCH Housing Strategy Program. ARCH members have identified a number of Priority Housing Strategies as well as an ongoing education program for members, several of which can impact local planning efforts, including:

- Ongoing education of staffs and officials through Housing 101 Workshops for staffs and new local officials; updating information in the Housing 101 Workbook, annual study sessions with member councils to review current issues and activities and materials profiling current programs and housing trends.
- Assist cities that incorporate priority strategies into their local work program (e.g. property tax exemption program in mixed use zones, regulatory incentive programs, regulations to increase housing diversity (mixed use, innovative housing, housing emphasis zones). (Note: See Local Housing Efforts below for specific activities by members.)

Housing Background Information. Historically, ARCH has provided a range of housing and demographic information for its members. On an annual basis, ARCH will continue to provide updated housing data information as available. This updated housing information will be incorporated into the education fliers and Housing 101 report used as part of the ongoing Housing Education Program. In 2011, this will include doing a tour for local officials of local affordable housing.

Housing Needs Assessment In 2011 and 2012 members will need Housing Needs Assessments as part of their updates to their Comprehensive Plans. Working with ARCH members, ARCH will develop a needs assessment on behalf of all members of ARCH that will be completed toward the beginning of the updates to local Comprehensive Plans. Work on this began in 2010 and will continue into 2011. **Work on this is not listed separately for each city, but is assumed will be for all members.**

Objective: Assist with preparation of Housing Needs Assessment for all members, and to do so through a coordinated effort in behalf of all members.

On a regular basis, conduct education sessions for new local officials and staffs on local housing conditions and programs (Housing 101 East King County, East King County Plan to End Homelessness), and hold annual discussion with member councils on recent housing trends and efforts.

Continue to keep member jurisdictions and the broader community aware of local housing conditions to assist in their efforts to evaluate current and future efforts to meet local housing objectives.

Include research on recent housing trends, and responses to these trends, in order to inform members of potential issues and local responses (e.g. foreclosure activity).

Local Housing Efforts: ARCH jurisdictions are updating land use, zoning and other codes in order to implement policies identified in their Comprehensive Plans. ARCH staff will continue to assist local staffs in these efforts. Following are specifically identified areas that ARCH will assist local staff with accomplishing. For the coming year, ARCH staff

expects to spend considerable time assisting members in two broad areas:

- Over the next two years, updating local Housing Elements, with initial efforts focused on developing needs assessments for members.
- Developing administrative procedures and initial implementation of new land use incentive programs adopted by cities.

Objective: Assist local staff with completion of the following updates of local codes and specific plans:

Bellevue

Assist City staff as needed with Bellevue's planning initiatives included in the Two-Phase Housing Work Program identified by the Council. (e.g. updates to ADU regulations, update city-wide housing incentives, more innovative forms of housing, MF tax exemption.)

Assist City staff with developing and implementing administrative procedures for the Bel-Red land use incentive program.

Assist with Council evaluation of a MF Tax exemption program in Bel-Red and potentially other areas of the City. In the event Council provides direction to develop a program, assist City Staff to develop code language for a program.

Assist in identifying opportunities for affordable housing and implementation of affordable housing strategies in identified ST2 corridors where transit oriented housing and mixed income housing development is an important component of the initial planning work.

Assist City staff to evaluate long term options for the Landmark property or other properties identified by the City.

Bothell

Assist City staff with implementation of any housing strategies identified by City Council as part of the 2011 Docket process.

Work with City staff to explore opportunities for housing and affordable housing on city owned properties in the downtown revitalization area.

Clyde Hill

Assist City staff with a general review of housing regulations.

Assist City with rental of City's affordable rental unit.

Issaquah

Central Issaquah Plan: Continue work with City staff to refine housing parts

of the Central Issaquah Plan as well as the related development standards and incentives. Participate in related presentations to the Planning Policy Commission and/or City Council at key milestones for assistance on affordable housing.

Issaquah Highlands: Monitor the implementation of the Issaquah Highlands affordable housing development agreement. This includes monitoring individual projects by private developers, and completion of the YWCA Family Village and Habitat Housing.

Kenmore

TOD Regulations: Assist City staff with developing administrative procedures for the affordable housing provisions within the TOD incentive zoning.

Downtown Plan: Assist, as needed, City staff to implement the requirement to provide affordable units in the downtown area.

Kirkland

Continue to assist staff with exploring the feasibility of mixed-use transit oriented development on a portion of the South Kirkland Park & Ride property, including community outreach, development of RFP and evaluation of responses, and developing documentation to secure affordability requirements.

Assist City staff with Council Housing Committee and resulting initiatives.

Assist City staff with the Housing portion of Neighborhood Plan updates (currently Houghton and Lakeview, potentially followed by Bridle Trails and South Rose Hill).

Assist City staff with an examination of existing non-conforming multifamily densities and how that might relate to the preservation of existing affordable housing.

Mercer Island

Assist City staff with completion of council review of tax exemption program for Town Center, and based on council action, set up administrative procedures and documents.

Assist City Staff and Planning Commission with updating the Housing Strategy Plan, and with initial implementation of high priority strategies.

Newcastle

Assist City staff with Council's review of affordable housing provisions for

Community Business Center and other areas of the city. Assist with updating administrative procedures based on any final revisions by Council. Assist with agreements for any project that would include an affordable housing requirement, including those related to the Community Business Center.

Assist Planning Commission and Council with a review and potential update of current ADU regulations.

Redmond

Assist with further update of housing regulations as needed as follow up to the rewrite of the City's zoning code.

Continue to assist with negotiating and administering the provision of affordable housing in developments required to provide affordable housing units pursuant to city regulations.

Assist with the promotion of affordable housing programs available to Redmond residents and developers, e.g., Accessory Dwelling Units (ADUs).

Assist City staff and Council with evaluating and, if appropriate, implementing a tax incentive program for affordable housing, as allowed under RCW 84.14.

Provide assistance as needed in updating neighborhood plans (e.g. Southeast Redmond) with respect to housing, including periodic attendance at Citizen Academy and CAC meetings to help identify housing issues within the neighborhood and develop policy and regulatory responses.

Assist with the development of administrative guidelines for existing incentive programs to create affordable housing.

Sammamish

Assist City staff with developing administrative procedures for affordable housing incentives related to the Town Center regulations.

Assist with initial implementation of high priority strategies identified in the Housing Strategy Plan, including efforts to encourage Accessory Dwelling Units (ADUs), and processes and standards for homeless encampments.

Evaluate Strategy Plan to assess if work should commence on any median priority strategies (e.g. Senior Housing opportunities).

Woodinville

Review and strengthening of affordable housing and accessory dwelling unit programs and regulations.

Assist City staff and Planning Commission with evaluating and developing incentives for affordable housing as provided for in the Downtown/Little Bear Creek Master Plan area.

Yarrow Point

Assist Planning Commission and Council with a review and potential update of current ADU regulations, and assist with effort to increase public awareness of local provisions.

King County See Regional/Planning Activities below.

Complete standard covenants, and monitor the implementation of the Northridge/Blakely Ridge and Redmond Ridge Phase II affordable housing development agreements. This includes monitoring annual progress toward achieving affordability goals; and providing information to developers on details about how the program is implemented.

General Assistance. In the past, there have been numerous situations where members have had requests for support on issues not explicitly listed in the Work Program. Requests range from technical clarifications, to assisting with negotiating agreements for specific development proposals, to more substantial assistance on unforeseen planning initiatives. ARCH sees this as a valuable service to its members and will continue to accommodate such requests to the extent they do not jeopardize active work program items.

B. Regional/Countywide Planning Activities

PSRC – HUD Sustainability Planning Grant. PSRC in a partnership of public and private agencies from the Central Puget Sound region received a \$5 million HUD Sustainable Communities Planning Grant. Coordinated through PSRC, this grant will support sustainable community planning around new transit systems that serve job and housing growth. ARCH staff will assist with several housing components of the planning effort, including developing the East King County corridor planning implementation strategies, with ARCH focusing on housing components of these strategies; and participating in the regional affordable housing work group that will be researching and where feasible implementing new tools to support local efforts for affordable housing(e.g. property acquisition fund).

Affordable Housing Tracking System. The Growth Management Act/Countywide Affordable Housing Policies call for jurisdictions to track the development/preservation of housing affordable to low and moderate income families. This work is being coordinated through the Benchmarks Task Force. ARCH staff will continue to assist cities and the County with collecting data needed for Benchmarks.

Objective: Collection and analysis of data as specified in Benchmark Task Force report.

Information collected for this will be also be incorporated into the annual updates prepared as part of the ongoing ARCH Housing Education program (see local planning activities).

Legislative Items. ARCH staff will track state and federal legislative items that relate to affordable housing and could impact members' ability to address affordable housing. As needed, staff will report back to the Executive Board and members, and when directed coordinate with other organizations (e.g. AWC, Prosperity Partnership, WLIHA) to contact legislators regarding proposed legislation. Potential pending legislation consistent with the Housing Priorities Strategies include:

- State Housing Trust Fund. This fund source has been a primary funding source for almost all affordable housing created in the last 15 years in East King County.
- Surplus public property. Expand ability of more public agencies to make surplus land available for affordable housing and at a discounted price.
- Waiver of Impact Fees. Provide discretion to cities to waive impact fees without replacing with other public funds.
- The federal government authorizing funds for a new National Housing Trust Fund.

County-Wide Housing Committees. Support local staff by providing staff support as needed to 'regional'/statewide working groups/committees, and disseminating key information back to local staffs. Groups include the Growth Management Planning Council (GMPC) which in 2010 includes updating the countywide planning policies, the McKinney review team, and DOC Housing Trust Fund Policy Advisory Team.

Committee to End Homelessness (CEH)/ Eastside Homeless Advisory Committee (EHAC). Anticipated work of the CEH in the coming year include: continued coordinated allocation of resources; and initiating several specific proposals (e.g. addressing homelessness for veterans and families). Role for ARCH staff is expected to include participating in the CEH Funders group and its efforts to coordinate funding, and inform ARCH members and the general public of CEH/EHAC activities. Also continue to participate in efforts to implement homeless efforts within East King County through EHAC.

Objective: Keep member jurisdictions informed of significant regional issues and pending legislation that could affect providing housing in East King County.

Ensure that perspectives of communities in East King County are addressed in regional housing activities, including the Committee to End Homelessness.

Have one or more specific local programs initiated as part of the 10 Year Plan to End Homelessness.

III. HOUSING PROGRAM IMPLEMENTATION

Monitoring Affordable Rental Housing. Administer ongoing compliance of affordability

requirements. This includes affordable rental housing created through direct assistance (e.g. Trust Fund allocation, land donations) from member jurisdictions, and through land use incentives. Some Trust Fund projects also require monitoring of project cash flow related to loans made by jurisdictions to projects (see I Project Assistance).

Objective: Ensure projects are in compliance with affordability requirements which involves collecting annual reports from projects, screening information for compliance, and preparing summary reports for local staffs. To the extent possible this work shall:

- Minimize efforts by both owners and public jurisdictions.
- Coordinate ARCH's monitoring efforts with efforts by other funding sources such as using shared monitoring reports.
- Utilize similar documents and methods for monitoring developments throughout East King County.
- Ensure accurate records for affordable ownership units, including audit units for owner occupancy and proper recording of necessary documentation.
- Establish working relationship with other public organizations that can help assess how well properties are maintained and operated (e.g. code compliance, police, and schools).

Monitoring Affordable Ownership Housing. As more price restricted homes are created, monitoring of affordable ownership housing created through local land use regulations is becoming of increased importance. In addition, will continue to monitor general trends with ownership units, enforcement of covenant provisions (e.g. leasing homes, foreclosure), and as necessary evaluate and if warranted, complete revisions to the ownership covenants in order to better insure long term affordability of ownership units. Also continue to maintain a list of households potentially interested in affordable ownership housing.

Objective: Oversee resale of affordable ownership homes. Address issues related to ongoing compliance with program requirements (e.g. leasing homes, foreclosures).

Complete revisions to the affordability covenant and administrative procedures to better protect against potential loss of long term affordability.

Information for public on Affordable Housing. Maintain lists of affordable housing in East King County (rental and ownership), and making that available as needed to people looking for affordable housing.

Objective: Maximize awareness of affordable housing opportunities in East King County through the ARCH web site and other means to assist persons looking for affordable housing.

Relocation Plans. Assist as necessary with preparing relocation plans and coordinate

monitoring procedures for developments required to prepare relocation plans pursuant to local or state funding requirements.

Objective: Maximize efforts to ensure that existing households are not unreasonably displaced as a result of the financing or development of new or existing housing.

IV. SUPPORT/EDUCATION/ADMINISTRATIVE ACTIVITIES

Education/Outreach. Education efforts should tie into efforts related to public outreach/input on regional housing issues (see local planning activities). However, much of ARCH's outreach/education work will occur through work with individual members on local housing efforts. In addition to the Housing 101 workbook and related brochures, other outreach methods may include housing tours, a portfolio of successful projects, and short videos to be broadcast on local cable channels on local efforts.

Objective: Consistent with the Education program discussed at the ARCH Workshops, using input from the broader community, develop education tools to inform councils, staffs and the broader community of current housing conditions, and of successful efforts achieved in recent years.

Be a resource for members to assist with outreach and education activities on affordable housing associated with local planning efforts.

Create outreach tools/efforts that inform the broader community of affordable housing resources available to residents.

ARCH Web site. Complete update to ARCH website. Involves organizing content to be better oriented toward different users of the website (e.g. persons looking for affordable housing, private and community based developers, and information for existing residents (e.g. how to create an Accessory Dwelling Unit)). Information to be added to the website include: housing options for seniors and local regulatory incentives for affordable housing.

Objective: Maintain the ARCH web site and update the community outreach portion by incorporating information from Housing 101 East King County, as well as updated annual information, and links to other sites with relevant housing information (e.g. CEH, HDC).

Make presentations, including housing tours, to at least 10 community organizations.

Media coverage on at least six topics related to affordable housing in East King County related to work done by Cities/ARCH and articles in local city newsletters.

Advice to Interested Groups. Provide short-term technical assistance to community groups, faith communities and developers interested in community housing efforts. Meet with groups and provide suggestions on ways they could become more involved.

Objective: Increase awareness of existing funding programs by potential users.

Increase opportunities of private developers and Realtors working in partnership with local communities on innovative/affordable housing.

Assist community based groups who want to provide housing information to the broader community by assisting with preparing background information.

Administrative Procedures. Maintain administrative procedures that efficiently provide services to both members of ARCH and community organizations utilizing programs administered through ARCH. Prepare quarterly budget performance and work program progress reports, including Trust Fund monitoring reports. Prepare the Annual Budget and Work Program. Staff the Executive and Citizen Advisory Boards.

Objective: Maintain a cost effective administrative budget for ARCH, and keep expenses within budget. Administrative costs should be equitably allocated among ARCH's members.

Maintain membership on the ARCH Citizen Advisory Board that includes broad geographic representation and wide range of housing and community perspectives.

Workprogram 2011 12-9-10 Final.Doc

EXHIBIT
B

II. ARCH ADMINISTRATIVE BUDGET: RESOURCE DISTRIBUTION

A. Cash Contributions	2010	2011 Change	Percent Change
Bellevue \$	- \$	- \$	-
Bothell \$	39,191 \$	39,191 \$	- 0.00%
Issaquah \$	14,698 \$	14,698 \$	- 0.00%
King County \$	43,466 \$	43,466 \$	- 0.00%
Kirkland \$	59,768 \$	59,768 \$	- 0.00%
Mercer Island \$	29,882 \$	29,882 \$	- 0.00%
Newcastle \$	9,960 \$	9,960 \$	- 0.00%
Redmond \$	59,768 \$	59,768 \$	- 0.00%
Woodinville \$	11,898 \$	11,898 \$	- 0.00%
Beaux Arts Village \$	1,569 \$	1,569 \$	- 0.00%
Clyde Hill \$	2,660 \$	2,660 \$	- 0.00%
Hunts Point \$	1,569 \$	1,569 \$	- 0.00%
Medina \$	2,660 \$	2,660 \$	- 0.00%
Yarrow Point \$	1,569 \$	1,569 \$	- 0.00%
Sammamish \$	46,188 \$	46,188 \$	- 0.00%
Kenmore \$	25,195 \$	25,195 \$	- 0.00%
Other* \$	11,400 \$	9,500 \$	(1,900.00)
TOTAL	\$ 361,442 \$	\$ 359,542 \$	(1,900.00)
B. In-Kind Contributions	2010	2011 Change	Percent Change
Bellevue \$	140,446 \$	140,446 \$	(0) 0.00%
TOTAL	\$ 140,446 \$	\$ 140,446 \$	(0)
C. Total Contributions			
Bellevue \$	140,446 \$	140,446 \$	(0) 0.00%
Bothell \$	39,191 \$	39,191 \$	- 0.00%
Issaquah \$	14,698 \$	14,698 \$	- 0.00%
King County \$	43,466 \$	43,466 \$	- 0.00%
Kirkland \$	59,768 \$	59,768 \$	- 0.00%
Mercer Island \$	29,882 \$	29,882 \$	- 0.00%
Newcastle \$	9,960 \$	9,960 \$	- 0.00%
Redmond \$	59,768 \$	59,768 \$	- 0.00%
Woodinville \$	11,898 \$	11,898 \$	- 0.00%
Beaux Arts Village \$	1,569 \$	1,569 \$	- 0.00%
Clyde Hill \$	2,660 \$	2,660 \$	- 0.00%
Hunts Point \$	1,569 \$	1,569 \$	- 0.00%
Medina \$	2,660 \$	2,660 \$	- 0.00%
Yarrow Point \$	1,569 \$	1,569 \$	- 0.00%
Sammamish \$	46,188 \$	46,188 \$	- 0.00%
Kenmore \$	25,195 \$	25,195 \$	- 0.00%
Other* \$	11,400 \$	9,500 \$	(1,900.00) -16.67%
TOTAL	\$ 501,888 \$	\$ 499,988 \$	(1,900.20) -0.38%
TOTAL COSTS	\$ 501,886 \$	\$ 499,876 \$	(2,010.23) -0.40%
BALANCE	\$ 2 \$	112	

* Administrative fee collected from Redmond Ridge East (\$250 / initial sale).

2011 ARCH Administrative Budget

Dec-2010

I. ANNUAL OPERATING EXPENSES

Item	2010 Budget	2011 Budget	Change Budget	Percent Change
Staffing				
Sub-total	\$ 455,586	\$ 452,871	\$ (2,715)	-1%
Rent	\$ 12,750	\$ 13,364	\$ 614	5%
Utilities	Incl^	Incl^	Incl^	Incl^
Telephone	\$ 2,704	\$ 2,704	\$ -	0%
Operating				
Travel/Training	\$ 2,000	\$ 2,000	\$ -	0%
Auto Mileage	\$ 3,650	\$ 3,650	\$ -	0%
Copier Costs	\$ 2,750	\$ 2,750	\$ -	0%
Office Supplies	\$ 2,068	\$ 2,068	\$ -	0%
Office Equipment Service	\$ 3,750	\$ 3,750	\$ -	0%
Fax/Postage	\$ 2,060	\$ 2,060	\$ -	0%
Periodical/Membership	\$ 3,588	\$ 3,588	\$ -	0%
Misc. (e.g. events,etc.)	\$ 1,680	\$ 1,680	\$ -	0%
Insurance	\$ 8,650	\$ 8,741	\$ 91	1%
Reorganization Admin	\$ 650	\$ 650	\$ -	
Sub-total	\$ 30,846	\$ 30,937	\$ 91	0%
TOTAL	\$ 501,886	\$ 499,876	\$ (2,010)	-0.40%

CITY OF KENMORE, WASHINGTON			
AGENDA BILL SUMMARY			
AGENDA TITLE			MEETING DATE
Presentation and Discussion by Puget Sound Energy on Power Outage and Storm Response			28 February 2011
DEPARTMENT	DIRECTOR	CONTACT PERSON	PHONE
Executive	Frederick Stouder	Frederick Stouder	425-398-8900
COST OF PROPOSAL: n/a		ACCOUNT NUMBER: n/a	
AMOUNT BUDGETED: n/a		NAME AND FUND #: n/a	
ATTACHMENT(S) TO AGENDA PACKET ITEM:			
1) Letter to Puget Sound Energy Chief Executive Officer Stephen Reynolds from City Manager Frederick Stouder dated November 19, 2010			
SUMMARY STATEMENT:			
Jason Van Nort, Local Government and Community Relations Manager of Puget Sound Energy(PSE), and colleagues Greg Zeller (Director of Electric First Response), Mary Robinson (Manager, Operations Continuity), and Becky Nicholas (Municipal Liaison Manager) will present information to the Council on PSE's procedures for dealing with power outages related to storms and other events.			
CONSISTENT WITH OR COMPARISON TO PAST COUNCIL POLICIES, ORDINANCES, DIRECTION: Request by Council for presentation			
RECOMMENDED CITY COUNCIL ACTION/SUGGESTED MOTION: Presentation and Discussion			
REVIEWED BY FINANCE DIRECTOR:	REVIEWED BY CITY ATTORNEY:	APPROVED BY CITY MANAGER:	
			
TODAY'S DATE: 17 Feb 2011	REVISION DATE(S):	FILE NAME & PATH (HYPERLINK): See below	

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City Of Kenmore, Washington

November 19, 2010

Stephen P. Reynolds, Chief Executive Officer
Puget Sound Energy
P.O. Box 97034
Bellevue, WA 98009-9734

RE: Service Issues in Kenmore

Dear Mr. Reynolds:

Thank you for the services provided to the Kenmore community. I am writing to bring your attention to service issues that have affected and continue to affect businesses and residents in Kenmore, and to request a meeting with you to discuss them. We value our relationship with Puget Sound Energy (PSE) and share a commitment to providing efficient services to the community. It is in this spirit that I hope we can collaborate on solutions.

May 2010 Power Outage and Subsequent Power Surge: I realize that PSE has received inquiries from customers about the effects of the power surge on May 19th, 2010. We continue to hear from businesses and residents about damage to appliances, and one business had to substantially curtail their operations for several days because their computer system was disabled from the power surge. Kenmore's new City Hall (we had moved in earlier that week) was also affected— electrical panels were ruined, preventing the emergency generator from operating, and we continue, now several months later, to deal with the ongoing effects of the damage. Our inquiries to PSE about this event have been met with succinct and general information. We would like to discuss this with you and ensure that sufficient and clear information will be provided to customers who were affected by this event, and that reasonable remedies are made available to your customers.

Planned Power Outages in Kenmore: We have heard from PSE customers in Kenmore that PSE conducted planned power outages in the service area without advance notice to customers. This resulted in significant inconvenience for customers. The City government also was not informed about the planned power outages. Some residents indicated that in the past, they had received notices from PSE about planned maintenance outages via information sheets attached to their doorknobs or other direct contact. Based on the information we have received from local PSE customers, these outages occurred on or around November 11, 2010. Mr. VanNort responded to at least one customer, but we would like to know more about how PSE intends to notify customers in the future.

Severe Weather and Emergency Planning: Kenmore was particularly hard-hit by the power outages of December 2006, and our City Council has a continuing concern regarding how PSE

18120 68th Ave NE · PO Box 82607 · Kenmore, WA 98028

Office: (425) 398-8900 · Fax: (425) 481-3236 · cityhall@kenmorewa.gov · www.kenmorewa.gov

Stephen P. Reynolds
November 19, 2010

2 of 2

prioritizes and responds to widespread power disruptions. The Council would like to have a briefing from PSE on the lessons learned from 2006 and how the utility plans to handle winter storm events. We would like to schedule this briefing for a Council meeting at your earliest convenience. Also, as we refine our emergency management response, the City management team would like to work with PSE to make sure we have seamless contact with you in an emergency and understand your response capacity and role during emergencies. A discussion with your appropriate team members would be valuable.

Thank you for your assistance on these issues, and we look forward to meeting with you. If you have any questions, please contact me at 425.398.8900 or at fstouder@kenmorewa.gov.

Sincerely,

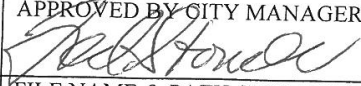


Frederick C. Stouder
City Manager

cc: Jason VanNort, Local Government and Community Relations Manager, PSE
Kenmore Mayor David Baker
Kenmore City Councilmembers

18120 68th Ave NE · PO Box 82607 · Kenmore, WA 98028

Office: (425) 398-8900 · Fax: (425) 481-3236 · cityhall@kenmorewa.gov · www.kenmorewa.gov

CITY OF KENMORE, WASHINGTON			
AGENDA BILL SUMMARY			
AGENDA TITLE			MEETING DATE
Review, Discussion and Confirmation of January 21, 2011 and January 22, 2010 Kenmore City Council Retreat Summary Report			February 28, 2011
DEPARTMENT	DIRECTOR	CONTACT PERSON	PHONE
City Manager	Fred Stouder, City Manager	Fred Stouder	425-398-8900
COST OF PROPOSAL: Cost of Michael Pendleton's services for Council interviews, agenda preparation, retreat facilitation, and directly related supporting services are not to exceed \$12,500 for the budget period.		ACCOUNT NUMBER: 01 11 5402 Retreat Consultant	
AMOUNT BUDGETED: Proposed \$13,000 for 2011-2012		NAME AND FUND #: General Fund 01	
ATTACHMENT(S) TO AGENDA PACKET ITEM: January 21, 2011 and January 22, 2011 Kenmore City Council Retreat Summary Report			
SUMMARY STATEMENT: The City Council and the City Manager met on Friday, January 21nd and Saturday, January 22, 2011 to review status of current council priorities and department work programs and to discuss potential 2010 and 2011 council priorities. Attached is the Retreat Summary Report prepared by Michael Pendleton, the workshop retreat facilitator. Next steps include Council review and confirmation of this summary report and any additional direction or comments.			
CONSISTENT WITH OR COMPARISON TO PAST COUNCIL POLICIES, ORDINANCES, DIRECTION: Council practice of conducting annual priority setting sessions			
RECOMMENDED CITY COUNCIL ACTION/SUGGESTED MOTION: Review, discuss, revise as necessary the Summary Report.			
REVIEWED BY FINANCE DIRECTOR:		REVIEWED BY CITY ATTORNEY:	APPROVED BY CITY MANAGER: 
TODAY'S DATE: February 2, 2010	REVISION DATE(S):		FILE NAME & PATH (HYPERLINK): i:\janice gates\agenda preparation\agenda bills 2011\ab re council retreat summary report 2-28-2011.docx

PENDLETON CONSULTING, L.L.C.

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THE
KENMORE CITY COUNCIL
ANNUAL RETREAT

January 21st and 22nd
2011

Summary Report

Introduction

The Kenmore City Council annual retreat was held on January 21st and 22nd, 2011 at the Semiahmoo Resort in Blaine, Washington. The retreat is located and structured to provide an uninterrupted forum for in-depth discussion of selected issues. The purpose of this retreat was to discuss, in depth, key projects and policy issues identified by the participants during a pre-retreat interview to establish the agenda. In addition this retreat focused upon establishing goals and objectives for 2011 and 2012. The following agenda guided the discussions during this first council retreat:

1. 2010 Accomplishments
2. Transportation
3. Parks, Shorelines, and Recreation
4. Adult Entertainment
5. Flooding
6. Kenmore Village: Update
7. General City Issues
8. Volunteerism
9. General City Issues
10. Vision: An Update and Discussion
11. Goals for 2010
12. City Manager Evaluation

The following report is a summary of the discussions and outcomes of the retreat (a complete recording of this retreat was made and is retained by City officials):

2011 Accomplishments

The first discussion module focused upon reviewing 2011 and identifying the City accomplishments during that period. Twenty-five major accomplishments were identified and are listed in Appendix Two in this report.

Transportation

The next discussion module focused upon a number of transportation issues. The city has placed an emphasis on improving roads and have devoted time and resources to a number of key projects.

61st and 522 Possible Re-route. The participants were asked to consider and discuss a possible closing of the area near 61st and 522 rather than rerouting as per plan. It was felt that such a closure would improve safety and quiet down the traffic noise in this area. In addition it would save costs and might provide an opportunity for a lookout viewpoint area. The participants discussed this possibility extensively. It was noted that this may adversely impact residents and businesses in the area. It was noted that this area was extensively studied which provides the basis for the current plan for the area. It was noted that creating a view and getting pedestrians to use this area is appealing. After this discussion the participants agreed to leave the area as planned.

522 Funding Update. The participants next discussed the current funding situation with the 522 project. Currently there are not the funds to complete the project. Efforts are underway to create momentum at the state level for funding. Building relationships, the project being named in recent legislation are but a few of the efforts underway. Participants discussed the impact of state tolling on the community and the need for awareness of the increased use impacts on the city. It was noted that it will be important to demonstrate the impact of tolling on the city. The need to review past traffic counts and to establish current traffic counts. After a discussion the participants agreed to the following:

Agreement One: Staff will compile traffic counts and present to council at the appropriate time.

Transportation Benefits District. Participants discussed the need for a public vote to establish a Transportation Benefits District to collect a car tab fee as provided for by the state legislature. It was noted that several communities have done this in the area. It was noted that this is a bad time because of the economy to establish an additional tax on citizens. Yet it was also noted that the funds from this tax is really needed to fund the maintenance of the streets in the city to avoid certain deterioration in the future. It was suggested that perhaps this topic should be tabled for the time being. Finally it was noted that there is a need to engage and educate the people before putting it to a vote. It was noted this would be a great “town hall” topic.

181st and 61st Improvements. Participants briefly discussed the improvements on this project. It was noted that the city may not want to proceed on this project given the costs and lack of funds.

Shuttle Bus Service. Participants next discussed the value and need for a shuttle bus service within the city. It was suggested that this project be mentioned to King County Metro to see if they can simply study and perhaps add to their service profile in the area. It was noted that Metro like all organizations is actually cutting service because of declining funds. It was noted that this may not be a good time to make such a request. It was noted that other entities like the school district may want to chip in and that now is at least a good time to start planning for this and to plant a seed for the future.

Light Rail. Participants next discussed light rail within the area and the importance of planning now for this form of transportation in the future. It was noted that if a current law suit to stop light rail from crossing the lake is successful it will be re-routed to go around the lake and through the city.

Parks, Shorelines and Recreation

The next discussion module focused on a range of issues related to the parks, shorelines and recreational needs in the city.

Lake Pointe. The participants discussed the Lake Pointe project. This is a long standing development project that has stalled due to a range of issues. Participants discussed the status of the current building permit. It was noted that the permit has been extended but it is unlikely that the project that was intended will actually be built. It was noted that it may be reasonable for the city to purchase some or all of the property. It was quickly noted that if the city has an interest in purchasing this property this discussion should be saved for an executive session as per state law.

Squires Landing. The participants next discussed this park area. In particular participants wanted to consider the future direction for development of the park. It was noted that this is a huge property and currently there are other needs in the city that should take precedent. It was noted that perhaps this should be designated as a natural park without development.

Funding Options and Issues. Participants next discussed the many small bits of properties within the city adjacent to private land that are owned by the city. It was suggested that perhaps the city could sell these small bits of land to adjacent land owners to create funds for park development. The participants then discussed a number of ways to create funds for parks. It was noted that there are numerous written plans within the city that impact parks. There is an effort underway to bring current these plans and catalogue them for easier reference. Finally the role of citizen volunteers in the care and development of parks was discussed.

Adult Entertainment

The next discussion module focused upon the need for a new city adult entertainment ordinance. It was noted that this issue is scheduled to come before the City Council this month. Participants discussed the need to make the ordinance

consistent with state law. There is particular interest in making the new law as strong as state law allows. Participants discussed their concern with recent attempts to include “adult” activities within the context of businesses licensed as legitimate businesses.

Flooding

The next discussion module focused upon the ongoing flooding problems that impact the city during the winter months. Concern was expressed with the flooding around Swamp Creek and the impact on the Heron rookery in the alder groves. It was noted that when these trees are covered in water they will die and the subsequent impact will be that the Herons will leave. It was noted that there have been meetings with Representative Jay Inslee concerning this issue and it is hoped that assistance with Corps of Engineers may occur.

Kenmore Village Update

Participants next received and discussed an update on the status of Kenmore Village. It was noted that there is a written update. It was noted that a few new businesses have located in the Village and a contract for managing the village has been signed. Participants also discussed similar developments in neighboring cities.

General City Issues

The next discussion module focused upon a range of current city issues requiring Council discussion.

City Council-Manager Communication. The participants discussed the nature of current methods of communication between the City Manager and City Council. It was noted that more frequent e-mail updates from City Department Directors and/or City Manager. It was felt the use of more frequent emails would make some participants feel more connected to events and activities in the city. It

was noted that the weekly newsletter from the City Manager, the quarterly newsletters and the Mayors Letter are great and very effective. It was noted that placing a “budget at a glance” link on the city website would be a great addition. It was also noted that the citizen action requests on the website is a great way to see what is currently occurring with citizens in the city.

Core Services and Communication with Citizens. The participants next discussed ways to best inform citizens of those activities that are clearly within the city’s area of responsibility and those that belong to other agencies and jurisdictions. It was noted that often citizens come to the City Council expecting the city to take up issues that are clearly not within their authority and/or service area. It was noted that it might be useful to place a letter in the local paper addressing this topic to better inform citizens. In addition it was noted that it is important to both educate the public as well as being ready with referrals to the proper agency when they come to the city for help.

City Manager Search and Hiring Process. Participants next discussed the upcoming hiring of new City Manager when the current manager retires. The process was discussed including the importance of having input and involvement of the current city staff in the process. It was noted that change is challenging and that hiring from within should be an option. It was noted that in hiring the next manager there will not be an “interim” manager and that it will be important not to lose the ground gained by the current City Manager. It was noted that a search firm has been retained and they will lead the upcoming process.

Human Service Contracts and the Benefits to the City. Participants next discussed the need for better reporting on the impacts of the Human Services funds allocated by the city to various agencies. While it was noted that it is important to not place a dollar value on the care of people, it is important to know the impacts to include the number of Kenmore citizens served by these funds. While it was noted that staff was vetting these requests and allocations a more useful set of metrics would be helpful to the council.

Procurement and Display of Art for City Hall. Participants next discussed the purchase and placement of art in city hall. It was noted that while the city has several art pieces, they are very small and would not really fill the large areas available for art in the new city hall. It was noted that Evergreen Hospital has an art collection that it rotates. Finally participants discussed the possibility of obtaining rotating collections from other agencies to use the space in city hall for gallery space as they travel their exhibits through the area.

In a subsequent discussion use of city hall resurfaced. It was noted that staff is currently working on rental rules and rates to allow for outside groups to use the new space for meetings.

Volunteerism

The participants opened their second day of the retreat with a discussion of volunteerism within the city. The participants discussed a wide range of topics including the use of city hall for a volunteer recognition dinner, the status of the BOSS program to adopt a street, the nature and value of emergency preparation within the neighborhoods, and the value of tapping into community groups who use various services within the city. Participants discussed the way other cities use and develop volunteers including a program in Nashville Tennessee. The City Manager noted that a portion of a staff is dedicated to supporting volunteerism within the city. Further the City Manager has a long history of serving as a volunteer (Peace Corps and other agencies) and stated his strong commitment to volunteerism within the city. Finally it was noted that perhaps some of the demand of running a volunteer program could be assumed by a volunteer who would lead such an effort.

General City Issues

Participants next discussed a wide range of general city issues.

Town Hall Meetings. Participants discussed the structure and value of Town Hall meetings within the city. It was quickly noted that all participants feel these

meetings are of high value. It was noted that the meeting might be improved if they would more agenda or topic driven. Participants discussed the pros and cons of free flowing meeting verses agenda driven meetings. It was noted that at time only a few people dominate the discussions suggesting the need for a more facilitated approach to the meetings to insure equal participation. After a long discussion the participants agreed to the following:

Agreement Two: The Deputy Mayor will moderate the Town Hall meetings and participants will be asked to sign up in advance indicating their topic of interest. Based upon the number of people wanting to talk about a particular topic the meeting will begin with the topic most identified by the citizens.

Strategic Reserve Fund. The participants next discussed the current strategic reserve fund. It was noted that the fund is maxed out and that no more funds can be placed in the fund as per ordinance. It was suggested that a second fund be started and the city continue to place funds into reserve to protect the cities sound financial condition. After a long discussion the participants agreed to the following:

Agreement Three: The Mayor and Council Member Hensel will go to the staff and request a mechanism for establishing and contributing to a second reserve fund.

Puget Sound Energy: It was noted PSE was scheduled to come speak with the City Council. Participants expressed concern with recent power outages and the subsequent damage that occurred when power was finally restored.

Events in the City-Putting Kenmore on the map: The need for special events within the city was noted and briefly discussed. Events like the Dragon Boats, Geo Caching and other fun special events were suggested as ways to bring attention and fun to the city.

National League of Cities Report. Every year members of the City Council attend the National League of Cities conference. This event, like many such conferences, provides an essential way to meet and network with other city leaders, legislators and funders. During this discussion module several participants reported

back on numerous sessions and activities attended. New ideas were shared including programs and activities from other cities, ways to market your city, ideas for increased economic development, and an opportunity to state the case for reestablishing community block grants that have been so helpful to cities in the past.

The City Council Vision: An update and discussion

The next discussion module focused upon a review and discussion of the City Council's vision for the city. Several participants noted the need to link the current city vision with a larger vision for the city that may extend out for as much as 30 years. Participants agreed that there is a need for a think tank approach to setting a larger vision and ways to involve the citizens in such an effort. It was noted that city leaders should develop a process and perhaps a very rough vision for citizens to react to and build upon. It was noted that the city should search for other such visions established by other cities to review both the process they used and the outcome.

Financial Policies for the Future

The participants next discussed the cities financial policies and if there was a need to change policy to address the future. It was noted that the current fiscal health of the city is excellent so staying the course is advisable. While participants agreed they also noted the importance of review city policies to determine their impact on business and specifically to insure that policies encourage businesses to locate within the city. Finally the participants discussed the special nature of city budgeting and specifically the fact that city assets, which have value, are not reflected on a city balance sheet.

City Council Goals

The participants next reviewed and discussed the “long list” of City Council goals established at last years retreat. The participants eliminated goals that had been accomplished and decided that new goals were not needed for this coming year. Rather the list was reconfigured in order of priority. The top five goals will comprise a portion of the City Managers final performance wrap-up. Goals will be addressed to generally reflect their priority however opportunity and/or necessity may require an emphasis on selected goals outside the priority listed in this report.

Long List of 2011-2012 Council Goals

- 1. To seek funds and move forward on the 522 project.**
- 2. To implement the Economic Development Plan**
- 3. To implement a parks improvement and financing plan**
- 4. To Conduct a review of the Police Services contract**
- 5. To finish general review of remaining city contracts**
6. To continue to seek opportunities to complete a successful Lake Pointe development
7. To move the City Councils inter-connectivity Vision forward toward implementation (parks, trails, open space, institutions, and shuttle bus)
8. To establish a 20 to 30 year sidewalk plan
9. To pursue downtown development
10. To address Swamp Creek flooding and restoration (inter-jurisdictional relationships, purchasing property, diagnosis and treatment)
11. Increase the use and participation of community volunteers in operation of the city
12. To address watershed issues affecting the city
13. To establish a six year financial plan
14. To update city Growth Management Act plans

Note: Goals 1 thru 5 will be the basis for a City Manager wrap-up performance evaluation.

City Manager Performance Evaluation Areas. After setting the City Council goals the participants discussed how these goals would inform the City Manager performance evaluation. After a discussion the participants agreed to the following evaluation areas:

City Manager Evaluation Areas

1. To seek funds and move forward on the 522 project.
2. To implement the Economic Development Plan
3. To implement a parks improvement and financing plan
4. To Conduct a review of the Police Services contract
5. To finish general review of remaining city contracts
6. General Management and Operation of the City

Appendix One
Retreat Participants

Mayor
David Baker

Deputy Mayor
Milton Curtis

Council Member
John Hendrickson

Council Member
Bob Hensel

Council Member
Glenn Rogers

Council Member
Laurie Sperry

Council Member
Alan VanNess

City Manager
Frederick Stouder

Facilitator
Michael Pendleton

Appendix Two
Accomplishments 2011

1. Purchase of flood prone property
2. Completed and moved into City Hall under budget and on time.
3. Completed two thirds of 522 project (sidewalks)
4. Completed and submitted City's portion of the Shoreline Management Program
5. Completed vast majority of consultant contract review bringing employees "in-house" and establishing contract termination dates
6. Completed "saving" the post office
7. Completed swimming pool study
8. Received and named Squires Park
9. Renovations at Rhododendron Park
10. Declared a "playful" City
11. Eight successful summer concerts
12. Started construction on ball fields
13. Completed our first biennial budget (maintained current level of human services funding)
14. Successful state audit 12 years in a row
15. Actively involved in National and Regional issues and organizations
16. Received one million federal dollars for road projects
17. Approved 181st and 61st traffic light and road improvements
18. Conducted several citizen involved park clean-ups
19. Established a ground lease for Kenmore Village
20. Conducted three town hall meetings
21. Approved surface water management plan #0057
22. Continued surface water management discussions with Briar
23. Continued our "Connectivity project"

24. Helped Kenmore Air with Federal Recovery Zone
25. Started working with Corps of Engineers on dredging and repair

CITY OF KENMORE, WASHINGTON			
AGENDA BILL SUMMARY			
AGENDA TITLE			MEETING DATE
An Ordinance of the City of Kenmore, Washington, amending Section 15.20.105 (International Residential Code Adopted) of the Kenmore Municipal Code to require that an approved fire sprinkler system be installed in new residential buildings (one and two-family residences and townhomes except accessory dwelling units) within the City of Kenmore, Washington.			February 28, 2011
DEPARTMENT	DIRECTOR	CONTACT PERSON	PHONE
Land Development and Permitting	Bryan Hampson	Bryan Hampson	425-398-8900
COST OF PROPOSAL: None other than Staff time to prepare		ACCOUNT NUMBER: 01595001	
AMOUNT BUDGETED: Included within the department's development regulation amendments.		NAME AND FUND #: General Fund 01	
ATTACHMENT(S) TO AGENDA PACKET ITEM:			
I. Ordinance No. 11-0322; - II-1. City of Kenmore, Washington's Residential Fire Sprinkler Guide, dated January, 2011; - II-2. City of Kenmore, Washington; Staff Report on Residential Sprinklers, from Bryan Hampson, Building Official, last revised February 1, 2011; - II-3. Fire Sprinkler Clarifications Memo from Bryan Hampson, Building Official, dated November 15, 2010; - II-4. Residential Fire Sprinkler Systems questions and answers memo from Bryan Hampson, revision date February 2, 2011; - II-5. City of Kenmore, Washington's Stakeholders meeting agendas and sign-in sheets; - II-6. Timelines and Occurrences Regarding the City of Kenmore Washington's Residential Fire Sprinkler Discussions and Actions; - II-7. Northshore Fire Department's Fire Benefit Charge Notification memo; - II-8. Memo from Northshore Utility District dated November 4, 2010.			
SUMMARY STATEMENT:			
AMENDED SUMMARY STATEMENT: In addition to the agenda bill, report, and the above attachments already in the City Council agenda packet previously distributed, City Management is recommending the effective date of the previously attached proposed ordinance to be effective January 1, 2012. This would allow additional time for the building, contracting, and architectural and engineering professions to become aware of the change, include the requirements in their planning and design approaches, and appropriately inform the public in general with public information and notices regarding the new ordinance. Additional time allows projects already under various permitting phases to be completed as appropriate in the permitting process. Any project that is granted a building permit has two years to be completed and have a final inspection for the occupancy permit, that is, a permit approved prior to 1/1/12 would have two years beyond that for completion under the existing rules.			

VIIC. Ordinance No. 11-0322 of the City of Kenmore, Washington, Amending Section 15.20.105 (International Residential Code Adopted) of the Kenmore Municipal Code to Require that an

As the regional and national economy appears to be under improvement but still not robust, additional time for delaying the effective date of implementation of the ordinance may be appropriate.

CONSISTENT WITH OR COMPARISON TO PAST COUNCIL POLICIES, ORDINANCES, DIRECTION:

Council adopted the 2009 editions of the International Building Codes on Monday, June 14, 2010 (Ordinance 10-0310). Council adopted the current regulations to require sprinkler systems in all new residential buildings based on certain thresholds including size of structure, inadequate water flow or pressure, or inadequate emergency vehicle access.

RECOMMENDED CITY COUNCIL ACTION/SUGGESTED MOTION:

Motion to adopt Ordinance No. 11-0322;
An Ordinance of the City of Kenmore, Washington, amending Section 15.20.105 (International Residential Code Adopted) of the Kenmore Municipal Code to require that an approved fire sprinkler system be installed in new residential buildings (one and two family residences and townhomes, except accessory dwelling units) within the City of Kenmore, Washington.

THE REVISED RECOMMENDATION IS TO AMEND THE PROPOSED ORDINANCE
No. 11- 0322 UNDER CONSIDERATION, TO BE EFFECTIVE JANUARY 1, 2012

REVIEWED BY FINANCE
DIRECTOR:

REVIEWED BY CITY
ATTORNEY:

APPROVED BY CITY MANAGER:

TODAY'S DATE:

REVISION DATE(S):

FILE NAME & PATH (HYPERLINK):

February 25, 2011

February 25, 2011

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development building\2011 council
meeting agenda items\february 28,
2011\agenda bill, revised 2-25-11 -
2011 residential sprinkler ordinance.doc



City Of Kenmore, Washington

MEMORANDUM

Date: February 11, 2011

To: Fred Stouder, City Manager

From: Bryan Hampson, Building Official
Jeff La Flam, Fire Marshal – Northshore Fire District

Subject: **City of Kenmore, Washington – Residential Fire-Sprinkler Program**

This topic is on the Council's agenda for Monday, February 28, 2011. City management recommends the Council considers amending the adopted building code (Ordinance 10-0310) to require fire sprinkler systems in **all** new one and two-family residences and townhomes (except accessory dwelling units) within the City of Kenmore.

During the last discussion with the City Council regarding residential fire-sprinklers, at the November 22, 2010 Council meeting, the Council asked for further research and additional information. A major concern was differing opinions regarding costs, installation standards and backflow requirements. The Council asked if management could:

1. Form a stakeholders group to review the City's sprinkler program and the fifty five (55) page document from the King County Manager of the Master Builders Association and come to a consensus on the costs and installation standards; and
2. Supply more information regarding how residential fire-sprinklers would provide additional safety for our fire fighters; and
3. Clarify what the Fire Department's response time is and what effect residential fire-sprinklers would have on the response time; and
4. Explain what the difference is for fire spread between a home sprinkled or not; and
5. Identify if any, the ongoing costs to home owners would be; and
6. Revisit the requirement for Accessory Dwelling Units to be sprinkled at this time.

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In response to item number 1 above; the City formed a stakeholders/advisory group to review our proposed process. The stakeholders group consisted of seventeen (17) participants. Please see the list of members on page 3 of the *Residential Fire Sprinkler Guide* (enclosed). The participants ranged from fire-sprinkler designers and installers, fire prevention personnel, Northshore Utility District personnel to builders and their representatives from the Building Associations. Some members traveled from out of State to attend the discussions, while others came from all over the region.

There were eight major areas of concerns identified by the group with a total of forty-one (41) specific items. Please refer to the enclosed *Residential Fire Sprinkler Guide*. This list was sent with the meeting agenda at least 48 hours in advance of the meetings. The meeting minutes were sent to the group within 48 hours following the meetings. In order to comment on all 41 of the items, two stakeholders meetings were necessary. Each item was discussed and agreed to by the stakeholders, including the issue regarding the backflow preventer, which ended-up being waived by the Northshore Utility District.

Following the second meeting the City Manager explained the need and importance to receive comments and indications of agreement from each of them or from a few that represent the group. With the minutes from the second meeting a request for a statement of understanding was again requested. Confirmations were received from almost all of the stakeholders with the exception of the Master Builders Association or Builders Industry Association of Washington. A follow-up request was sent again on January 18, 2011. Receiving no additional comments from the Master Builders Association or Builders Industry Association of Washington, the final draft was sent to the stakeholders on Wednesday, January 26, 2011 for their review and final comments.

The feedback received has been positive. The stakeholders group was impressed with the process and some stated that every jurisdiction should follow this example. It was mutually agreed to at the meeting that the City of Kenmore's fire-sprinkler program is exceptional. David Hoffman, the Master Builders Association representative, stated at the end of the second meeting that the City and Fire District addressed their concerns and if there was any fire-sprinkler program that they would support, this would be it.

We asked the stakeholders group to respond to the final draft of the *Residential Fire Sprinkler Guide* by February 1, 2011. No further comments have been received to date.

Regarding item number 2 above: Every year in the U.S. approximately 18,000 firefighters are injured battling fires at one- and two-family dwellings. In addition, hundreds are injured while responding to emergency calls. Lightweight construction materials used in most new residential construction today poses an increased risk to firefighters. According to a 2003 report on *Firefighter Fatalities Due to Structural Collapse* from the

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National Institute of Standards and Technology (NIST) between 1983-1992 13% of the firefighter fatalities due to collapse were in homes. The report also shows that from 1994-2002, the era of increased use of lightweight construction materials, 51% of our nation's firefighter deaths due to collapse were in homes.

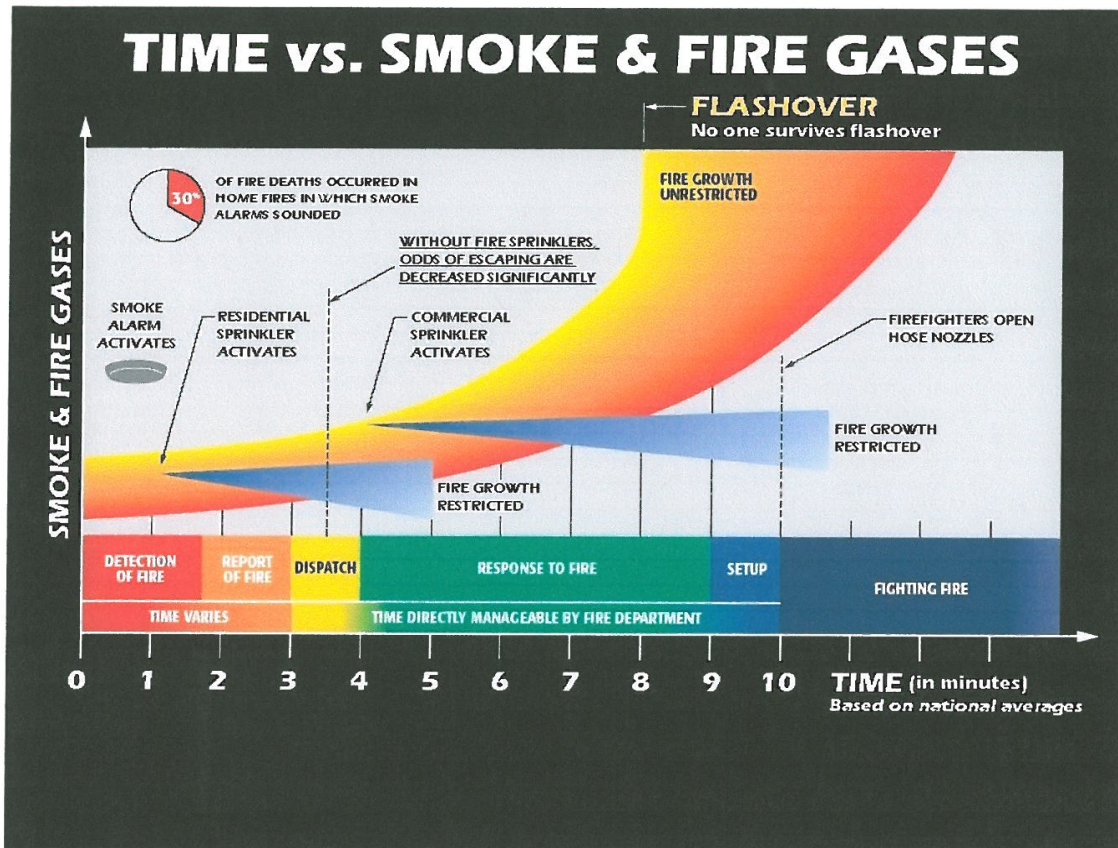
Residential fire-sprinklers control a fire and prevent its continued growth. By controlling a fire when it is small, the temperatures encountered in a house fire (1300°F or more) never develop. This results in much safer conditions for the responding firefighters. Most residential fires are controlled by a single sprinkler head.

Regarding item number 3 above: The average response time by the Northshore Fire Department to a fire event is six minutes and seven seconds. This is from the time of the 911 call until arrival at the scene. A confirmed single-family structure fire will generate a response that includes; three engines, a ladder truck, a Battalion Chief and if available, a medic unit, a rescue truck and an additional Battalion Chief. This is a total of eight units typically staffed with 18 personnel.

A residential fire that is controlled by a sprinkler system would trigger a response of a single engine with three personnel. This not only significantly reduces the hazards to fire fighters it would also result in an additional 15 personnel ready to respond to another call for service.

Regarding item number 4 above: A fire that starts in a confined space like the inside of a home will double in size every 60 seconds. This time will vary depending on the quantity and make-up of available combustible materials. A home fire could grow to more than 500 times its size when discovered before firefighting actions begin.

A sprinkler head in the room of fire origin will activate at about 155°. This would normally occur within the first few minutes of a fire and would immediately control the fire growth and the generation of smoke and toxic gases.



Regarding item number 5 above: Ongoing costs to homeowners would be minimal if at all. Residential sprinkler systems are essentially maintenance free if homeowners are educated about what NOT to do.

For example, do not close the valve, do not paint the sprinklers and do not hang clothes from sprinklers. Multipurpose systems are essentially tested every time the domestic water is used. For systems with water flow alarms (not required by National Fire Protection Agency 13D, but installed on some systems) the alarm can easily be tested by the homeowner by turning a valve to create some flow to see if the alarm sounds. The test is comparable to testing a burglar alarm or replacing a furnace filter, which are typical maintenance measures that homeowners perform regularly. These typical maintenance measures do not need to be performed or witnessed by the fire department.

The following is an example of an average size home located in Kenmore, Washington. As you can see a flow-through sprinkler system would not have ongoing costs.

Based on an average size home of 2,500 s.f. with a flow-through sprinkler system			
	Initial Costs:	Annual Costs:	Cost Recovery:
Fire Dept:	\$160 (permit)	0	\$200/yr
Sprinklers:	\$3,125 (@ \$1.25/sf)	0	
Insurance:	0	0	\$150/yr
Total:	\$3,285	0	8.9 year recovery

Based on an average size home of 2,500 s.f. with a stand-alone sprinkler system			
	Initial Costs:	Annual Costs:	Cost Recovery:
Fire Dept:	\$160 (permit)	0	\$200/yr
Sprinklers:	\$4,375 (@ \$1.75/sf)	0	
Backflow preventer:	\$300	\$50	
Insurance:	0	0	\$150/yr
Total:	\$4,835	\$50	16.2 year recovery

We also inquired into how many people wouldn't qualify for a home loan that would have qualified with five thousand dollars less. All of the lenders we spoke to had the same response; five thousand dollars wouldn't matter. Qualifying is based on credit, debt-income ratio and collateral. A rough example of the monthly difference between a \$350,000 and \$355,000 loan, as explained by the broker from PNC Bank, would be about \$25.

In response to item number 6 above: After further discussion with the stakeholders group, accessory dwelling units will not be required to be sprinklered at this time. If in the future the process proves to be affordable and uncomplicated, the need to sprinkler accessory dwelling units may be revisited.

- Attachment #1-** City of Kenmore, Washington's Residential Fire Sprinkler Guide, From Stakeholders and Advisory Group, dated January 2011
- Attachment #2-** City of Kenmore, Washington's Staff Report on Residential Fire Sprinklers, from Bryan Hampson, revised date February 1, 2011
- Attachment #3-** Memorandum on Residential Fire Sprinkler Clarification, Response to the Master Builders Association's concerns, dated November 15, 2010
- Attachment #4-** Memorandum on Residential Fire Sprinkler Systems, Response to Council's questions, revised date February 2, 2011
- Attachment #5-** Agendas and Sign-in Sheets from Stakeholders Meetings
- Attachment #6-** Timelines and Occurrences Regarding the City of Kenmore, Washington's Residential Fire-Sprinkler Discussions and Actions
- Attachment #7-** Northshore Fire Districts Fire Benefit Charge Notification Memorandum
- Attachment #8-** Northshore Utility Districts Fire Lines Memorandum

CITY OF KENMORE
WASHINGTON
ORDINANCE NO. 11-0322

Attachment I

**AN ORDINANCE OF THE CITY OF KENMORE,
WASHINGTON, AMENDING SECTION 15.20.105
(INTERNATIONAL RESIDENTIAL CODE ADOPTED)
OF THE KENMORE MUNICIPAL CODE TO REQUIRE
THAT AN APPROVED FIRE SPRINKLER SYSTEM BE
INSTALLED IN NEW ONE- AND TWO-FAMILY
DWELLINGS AND TOWNHOUSES.**

WHEREAS, the City Council has adopted the 2009 edition of the International Residential Code; and

WHEREAS, the 2009 edition of the International Residential Code requires an approved fire sprinkler system installed in new townhouses and effective January 1, 2011 new one- and two-family dwellings; and

WHEREAS, the Washington State Building Code Council mandates the City to adopt by ordinance Appendix S of the 2009 International Residential Code in order to require an approved fire sprinkler system be installed in new one- and two- family dwellings and townhouses; and

WHEREAS, the City Council finds that it is in the interest of the public health, safety and welfare to adopt Appendix S of the 2009 International Residential Code by this ordinance;

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

Section 1. Section 15.20.105 of the Kenmore Municipal Code is hereby amended to read as follows:

15.20.105 International Residential Code adopted.

The 2009 edition of the International Residential Code, including Appendix Chapter G "Swimming Pools, Spas and Hot Tubs", Appendix Chapter R "Dwelling Unit Fire Sprinkler Systems" and Appendix S "Fire Sprinklers", but excluding chapter 1 of the IRC "Scope and Administration," as published by the International Code Council, is adopted, together with the amendments set forth in Chapter 51-51 WAC.

Section 2. Appendix S, Section AS107.1 of the 2009 International Residential Code is hereby amended to read as follows:

AS107.1 Fire Sprinklers.

An approved fire sprinkler system shall be installed in new one-family and two-family dwellings and townhouses in accordance with Appendix R.

Exception: Accessory dwelling units.

Section 3. Effective Date. This ordinance shall take effect and be in force on January 1, 2011, which date is more than five (5) days after the date of publication of this Ordinance.

**PASSED BY THE CITY COUNCIL AT A REGULAR MEETING THEREOF ON
THE __ DAY OF _____, 2010.**

CITY OF KENMORE

David Baker, Mayor

ATTEST/AUTHENTICATED:

Lynn Batchelor, City Clerk

Approved as to form:

Rod P. Kaseguma, City Attorney

Filed with the City Clerk:
Passed by the City Council:
Ordinance No.:
Date of Publication:
Effective Date:



City of Kenmore, Washington's Residential Fire Sprinkler Guide

January, 2011

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Introduction

The City of Kenmore, Washington is in the process of analyzing the residential fire-sprinkler program that would be implemented if fire-sprinklers are required in new one- and two-family dwellings within the City.

This process started with research performed by Bryan Hampson, City of Kenmore's Building Official and Jeff LaFlam, Northshore Fire District's Fire Marshal and was based on known concerns. Prior to the first Council meeting on October 11, 2011 the City reached out to the industry and their associations for unknown concerns. Based on the information received, Bryan Hampson drafted "Staff Report on Residential Sprinklers" and distributed to the Master Builders Association for their review and comments. Receiving none, the first City Council meeting was held on October 11, 2011.

Following the first Council meeting Bryan Hampson and Jeff LaFlam met with the Master Builders Association's Board on Veteran's Day, Thursday, November 11, 2010, heard their concerns and on Monday, November 15, 2010 responded to their concerns in writing, "Fire Sprinkler Clarifications".

On Monday, November 22, 2010 the City and City Council received a fifty five (55) page document from the King County Manager of the Master Builders Association three hours before the scheduled Council meeting. Because the City administration did not have the time to review it adequately prior to the meeting, we requested an opportunity to review it and respond in writing with comments.

As recommended during the Council meeting, by both the Council and the opponents, the City formed a stakeholders group to review the City's proposed residential-fire-sprinkler program.

The stakeholders consisted of a group of seventeen (17) volunteers, formed to advise the City on matters related to residential fire-sprinklers. The participants ranged from fire-sprinkler designers and installers, fire prevention personnel, Northshore Utility District personnel to builders and their representatives from the Master Builders Association and Building Industry Association of Washington.

The purpose of the group was to:

1. Agree upon costs and concerns; and
2. Identify potential concerns and technical barriers that have been witnessed in other jurisdictions; and
3. Inform and educate the City of the best solutions; and
4. Review the City's proposed residential fire-sprinkler program and provide advice and recommendations.



City of Kenmore, Washington's Residential Fire-Sprinkler Advisory Group

Participants	Title	Company	e-mail	Phone #
Al Nelson	Operations Director	NUD	anelson@nud.net	425-398-4428
Bryan Hampson	Building Official	City of Kenmore WA	bhampson@kenmorewa.gov	425-398-8900
Carl Lunak		NUD	clunak@nud.net	425-398-4419
David Hoffman	King County Manager	Master Builders Association	dhoffman@mbaks.com	425-460-8224
Ethan Maiefski		NUD	emaiefski@nud.net	425-398-4400
Jeff LaFlam	Fire Marshal	Northshore Fire Department	jlaflam@northshorefire.com	425-486-2784
Jennifer Reiner	Land Entitlement Manager	DR Horton	jreiner@drhorton.com	425-825-3186
Kelly Fahey		Pacwest	Kelly@pacwestsalesinc.com	
Ken Carlson	Fire Marshal	City of Bellevue	kcarlson@bellevuewa.gov	425-452-6874
Ken Moore		Moore Fire Protection	kenmoore@moorefire.com	425-271-5598
Pat McBride	President-elect	Building Industry Association of Wa	office@gmsarch.com	
Randy Skiles		DR Horton	rskiles@drhorton.com	425-821-3400 x 5124
Stan Amas		Western States Fire Protection	stan.amas@wsfp.us	
Todd Short	Assistant Fire Marshal	City of Redmond	tshort@redmond.gov	425-556-2242
Liaisons				
Fred Stouder	City Manager	City of Kenmore WA	fstouder@kenmorewa.gov	425-398-8900
Tom Weathers	Fire Chief	Northshore Fire Department	tweathers@northshorefire.com	425-486-2784
Tracy Moore	Owner	Moore Fire Protection	tracymoore@moorefire.com	425-271-5598

Goals and Objectives:

The stakeholders were asked to try to agree upon costs related to residential fire sprinkler systems; to identify potential concerns and technical barriers that have been witnessed in other jurisdictions; to inform and educate the City of the best solutions and to review the City's proposed residential fire-sprinkler program; and provide their professional opinions and comments. The group was asked not to focus on or debate the issue of whether or not to mandate fire sprinklers in single-family residences.

Prior to the first stakeholders meeting a list of concerns from the group was compiled. The eight (8) concerns identified by the stakeholders group were:

1. Cost
2. Cost Recovery
3. Water Purveyor's Additional Requirements
4. Design and Installation Standards
5. Permit and Inspection Processes
6. Annual Inspections
7. Maintenance of the Systems
8. Performance and Reliability of the Systems

On Monday, **December 13, 2010** the first Stakeholders meeting was convened in the Community Room at the City of Kenmore, Washington's, City Hall.

Members present : Al Nelson, Bryan Hampson, David Hoffman, Ethan Malefski, James Strivers (Rick the Plumber), Jeff LaFlam, Jennifer Reiner, Don Barber (Moore Fire Protection), Ken Carlson, Pat McBride, Randy Skiles, Stan Amas, Todd Short, and Fred Stouder

Members not present: Carl Lunak, Tom Weathers, and Tracy Moore

On Monday, **December 20, 2010** the second Stakeholders meeting was convened in the Community Room at the City of Kenmore, Washington's, City Hall.

Members present : Al Nelson, Bryan Hampson, Carl Lunak , David Hoffman, James Strivers (Rick the Plumber), Jeff LaFlam, Kelly Fahey, Pat McBride, Randy Skiles, Stan Amas, Todd Short, Tracy Moore, and Fred Stouder

Members not present : Ethan Malefski, Jennifer Reiner, Don Barber (Moore Fire Protection), Ken Carlson, and Tom Weathers

Following topics were discussed:

Cost:		
Sprinkler System	City's Program: Flow-through \$1 - \$1.25 Stand-by \$1.25 - \$1.75 per square foot	Comments from Stakeholders: Agreed on a range of \$1.25- \$2.00; understanding there are circumstances that could cause it to go higher or lower
Permit	\$160 - ≤ 20 heads or \$240 - > 20 heads	Agreed reasonable; includes inspections and plan review;
Additional Meter for Sprinkler System	NONE	Agreed that this is the preferred method
Larger meter if Needed (3/4" to 1")	The District's connection fees are not increased in cases where residential fire sprinkler system flow test require a water meter to be increased from 3/4" to 1". In these cases, the applicant shall pay the difference for meter set charges only. The current differential of \$55.00 represents the incremental meter set charge for the larger meter.	Agreed very reasonable/exceptional
Backflow Preventer Installation	\$250 - \$350	Cost was agreed upon
Backflow Preventer Annual Inspection	\$50	Cost was agreed upon
Facility Charge by Water Purveyor	NO INCREASE. Same as would be without sprinklers	Agreed exceptional
Stand-by Charge for extra meter	NONE. The District's rate structure for single-family residential homes is based solely on use and therefore the base rate is unaffected by meter size.	Agreed exceptional

Cost Recovery:		
Fire Department Benefit Service Charge Reduction	City's Program: 50% reduction ≈ \$150 - \$250 per year	Comments from Stakeholders: Northshore Fire Department tracks and sends billing information annually. Not a refund, it is a lower charge.
Insurance Premium Reduction	8%-13% ≈ \$100- \$200 per year	No dispute

Water Purveyor Requirements: Northshore Utility District		
Separate Meter Required	City's Program:	Comments from Stakeholders:
Separate Service Line Required	NO. NONE. 1" dedicated water line is the District standard for residential water service. The dedicated line is allowed to have a maximum of one meter per service. The industry practice allows up to two 3/4" meters per water service. The dedicated line allows for upsizing with no impact to other customers.	Agreed preferred method Agreed preferred method
Larger Meter Required	The minimum meter sizing is for a full 3/4" meter as compared to a 5/8" meter for most other agencies. The flow characteristic for a full 3/4" meter is approximately 50% greater than that of a standard 5/8" meter.	Agreed very reasonable/exceptional
Backflow Preventer Required And Annual Inspection of Backflow Preventer Required	In accordance with WAC246-290-490, the District's current requires backflow preventer to be installed adjacent to the water meters on the customer service line for homes that have residential fire sprinklers. This protects against backflow conditions that could potentially contaminate the public water supply. This approach is considered "Premise Isolation." Approximate installation cost of these back flow assemblies typically runs about \$250 - \$350 with an annual yearly testing fee of approximately \$50 per year. For homes that are "Premise Isolated," the District does not intend to extend requirements beyond that point of the premise isolation backflow assemblies. This means potential sources of cross-connection like lawn irrigation, boilers, and ponds are not the focus for the District as the public water system will be protected.	12/13/2010 Discussed the need for this requirement. Utility District is not comfortable with local jurisdictions processes/ability to ensure houses with sprinklers will not compromise public water supply. 12/20/10 Discussed with their engineers and are open to removing the backflow preventer on flow through systems in conjunction with an inter-local agreement between the City, Fire District and Utility District. This will need to be approved by their Board and a follow-up meeting between the City, Fire District and Utility District to discuss procedure is needed. This will

not affect the builder or homeowner, internal process.		Agreed very reasonable. Post meeting: the Northshore Utility District's Board met and agreed with the stakeholders to remove the backflow preventer on flow through systems in conjunction with an inter-local agreement between the City, Fire District and Utility District. The inter-local agreement will include a certification, identifying the fire-sprinkler system, provided to the Northshore Utility District and the home owner by the Fire Marshal.
Facility Fee	NO INCREASE. Same as would be without sprinklers	
Stand-by Fee	The District's rate structure for single-family residential homes is based solely on use and therefore the base rate is unaffected by meter size,	Agreed very reasonable/exceptional Agreed very reasonable/exceptional
Water Shut-off Concern	The District has a procedure in place that releases them from legal liability following a water-shut-off to a house with a sprinkler system.	Discussed City's liability. City would not be liable for the Utility Districts actions.
Meter Setters	1" meter setters is the District minimum size. The 1" setter is provided with adapters is to accommodate a 3/4" meter. The District adopted this standard to allow for a greater flexibility with minimal cost differential.	Agreed very reasonable/exceptional

Design and Installation:	
Questions from Stakeholders group:	City's Program:
Allow a Flow-through system	Yes, City will allow both multi-purpose piping systems (flow-through) and stand alone. City will try to encourage flow through where possible. <u>12/13/2010</u> Bells are currently required. Fire Marshal will look into requirement. They can be installed in either location. <u>12/20/2010</u> A bell will not be required on a flow through system
Are alarm bells required? Do they need to face the street or can they be tucked up under the eave?	Just Bell requirement at this time, Fire Marshal will create a handout for City's sprinkler requirements, publish on-line and available at counter, and will send to sprinkler design companies.
Are there any exceptions to NFPA 13D by the jurisdiction? If so they need to be published so they can be incorporated into permit drawings.	This is not a requirement, if it is done it can be done during another inspection
Is flushing of the underground required? If so who does the flushing and who is to witness? Copy of flushing needs to be provided to contractor if done by others.	Just the water supply pressure
Is a hydro of the system required? If so what pressure?	PRV's will not be required or installed at the meter
If pressure reducing valves are present for the domestic system, they need to be located on the domestic piping only, a bucket test cannot be passed if flowing thru a PRV. We have experienced PRV's being placed right after the meter at the property line.	NUD has a standard meter detail that is published on web-site, available at the counter and will be included in building permit.
An agreement of the meter arrangement to be used should be part of the approved master permit and be transmitted to all affected parties.	<u>12/13/2010</u> Jeff and AI are looking at current water availability form to see if it contains this information
A flow test for the site should be part of the master permit and transmitted to all affected parties. This would save a huge amount of time for all concerned trying to chase this information down.	

	12/20/2010	
Are functional flow tests required? If so will the meter be in place at the time of rough-in inspection? If the meter is not in place at the time of rough-in inspection it has to be done when the house is being finished and if it fails the fixes are expensive.	The static pressure is not listed on the water availability form but will be added. Yes, the Utility District will conduct/allow a supervised jumper.	
Require systems to be in accordance with NFPA 13D or IRC section P2904 as written. Do not go outside the scope of work adding requirements not established in code. For instance a couple things that have come up in the past – requirement for a flow switch & exterior alarm bell– sprinklers required in garages, again not in code and adds additional cost	Discussed above	
Do not require back flow devices. Code allows for a flow through system or true combination domestic supply/sprinkler system. Backflow preventer simply adds costs and requires larger system piping due to pressure loss. With a flow through or combination system stagnant water is not an issue	Discussed above	
Attic furnaces - code requires one sprinkler above furnace. A dry upright sprinkler head with a reasonably sized lid above meet the code requirement. We have faced a situation where completely enclosed closet was required	12/13/2010 Did not discuss 12/20/2010	
	A completely enclosed closet will not be required. The Fire Marshal needs more information to make a final determination but will discuss with sprinkler contractors prior to decision.	
	Post-meeting: Fire Marshal, Jeff LaFlam researched and concluded that a completely enclosed closet around the attic furnace will not be required and that a dry upright sprinkler head with a reasonably sized lid will be adequate.	
Requirement for fire sprinkler system of course means a larger water meter. Since the larger meter is necessary to supply a "life safety" feature it seems reasonable to minimize additional costs. Simply charge for the additional cost of the meter	Discussed above	

Permits and installation inspections, Northshore Fire District		
	City's Program:	Comments from Stakeholders Group:
Cost	\$160 - ≤ 20 heads or \$240 - > 20 heads	Agreed reasonable; includes inspections and plan review; Fire Marshal to consider lower cost for multiple submittals on same floor plan/layout
Inspections	1. Piping, head placement, cover (Sprinkler contractor doesn't have to be there) 2. Bucket Test 3. Final (Includes a DVD to Homeowner)	Agreed reasonable
Re-inspection Fee	NFD does not have an established re-inspection fee.	Agreed reasonable
Scheduling inspections	Call Fire Marshal directly or have his admin assistant schedule on his calendar. Prefers 24hr notice	Agreed reasonable
Annual inspections		
	City's Program:	Comments from Stakeholders Group:
On Sprinkler System	Not required by Fire Marshal or Code	Agreed
On Backflow Preventer	Annual inspection required by a licensed backflow assembly tester. Permits not required.	Agreed

Maintenance		
	City's Program:	Comments from Stakeholders Group:
Sprinkler heads	None	Agreed
Sprinkler System	Homeowner check pressure gauge and insulation around piping in attic is not disturbed	Agreed
Backflow Preventer	Only if assembly fails the test then maintenance is required.	Agreed

Performance and Reliability		
	City's Comments:	Comments from Stakeholders Group:
Sprinkler head performance	Sprinkler heads have been proven to perform well. There was an issue a few years back regarding one manufacturer, which caused a national recall.	Agreed
Leaks	Typically caused by freezing. Need to make sure the insulation around the piping is not disturbed	Agreed
Insurance Coverage	Insurance companies cover water damage caused by accidental discharge	Agreed. Following the 12/20/2010 meeting Bryan Called 3 insurance companies (State Farm, Allstate and Farmers). Conclusion: The coverage depends on the situation, Sudden and unexpected failures from a properly maintained system would be covered. Whereas, neglected systems with known conditions would not be covered.

Post-Stakeholder's Meeting and Summary

Following the second stakeholders meeting the Northshore Utility District's Board met and agreed with the stakeholders to remove the backflow preventer on flow through systems in conjunction with an inter-local agreement between the City, Fire District and Utility District. The inter-local agreement will include a certification, identifying the fire-sprinkler system, provided to the Northshore Utility District and the home owner by the Fire Marshal.

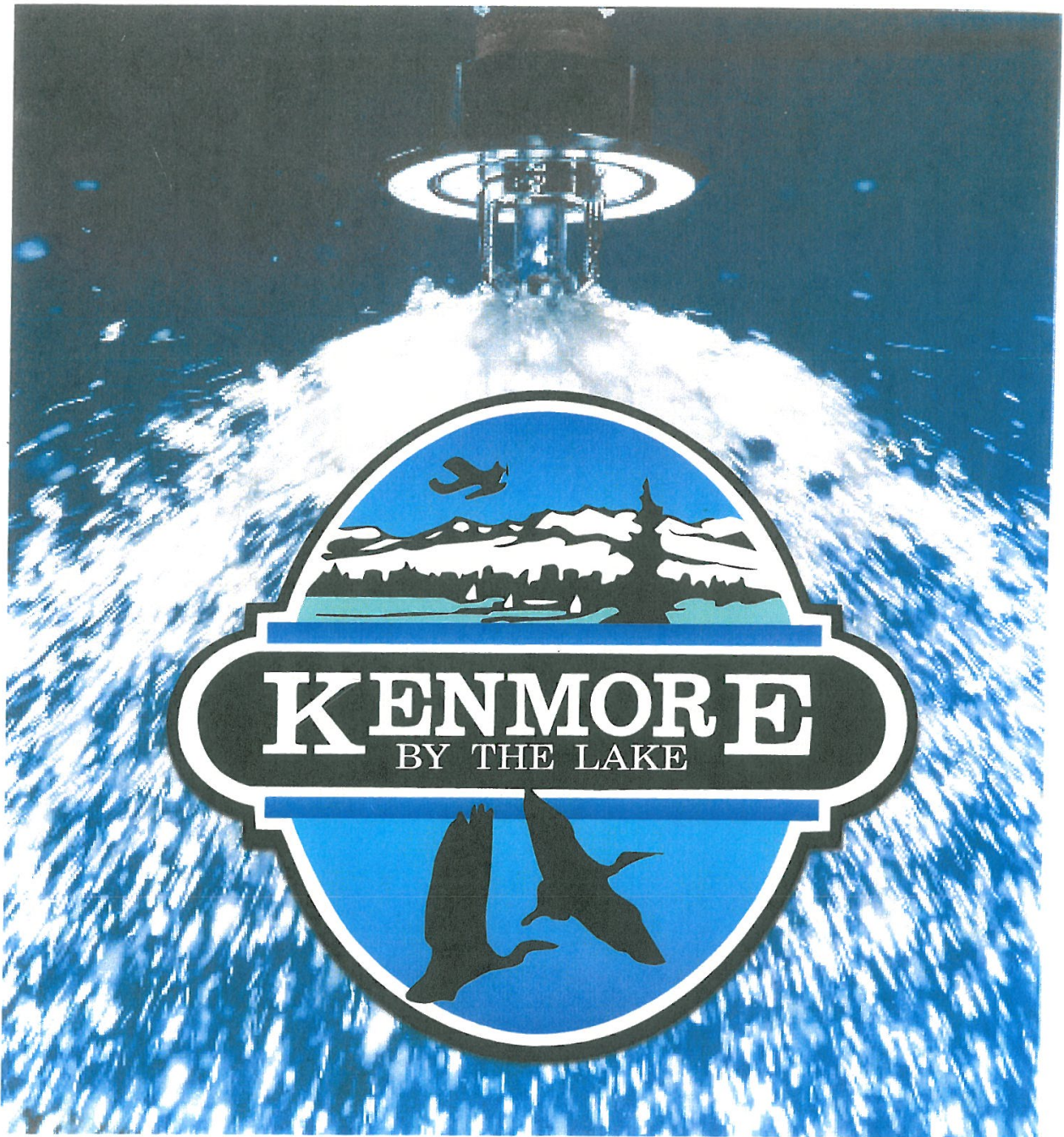
Fire Marshal, Jeff LaFlam researched and concluded that a completely enclosed closet around the attic furnace will not be required and that a dry upright sprinkler head with a reasonably sized lid will be adequate.

On Tuesday, December 21, 2010 the City sent the minutes from both meeting to the stakeholders and requested a statement of understanding from them. By Monday, January 17, 2011 we received confirmations from almost all of the participants. A follow-up request for a statement of understanding was sent to the Master Builders Association on Tuesday, January 18, 2011. Receiving none, the final draft was sent to the stakeholders on Wednesday, January 26, 2011 for their review and final comments.

We asked the stakeholders group to respond to the final draft of the *Residential Fire Sprinkler Guide* by February 1, 2011. No comments were received.

City of Kenmore, Washington

Staff Report on Residential Sprinklers



Created by Bryan Hampson, City of Kenmore WA, Building Official- September 24, 2010;
Last Revised February 1, 2011

VIIC. Ordinance No. 11-0322 of the City of Kenmore, Washington, Amending Section 15.20.105 (International Residential Code Adopted) of the Kenmore Municipal Code to Require that an

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1.0 Executive Summary

On October 11, 2010 staff will provide information on residential fire sprinkler systems for Council consideration and direction. Based on an analysis of the information and assessment of the pros and cons of amending building code requirements, staff recommends that the Council considers amending the adopted building code (Ordinance 10-0310) to require fire sprinkler systems in **all** new residential buildings (one and two family residences and townhomes), except accessory dwelling units within the City of Kenmore, Washington. Staff will be available to respond to Council questions and comments at the meeting and will also provide a written response to bring forward for additional discussion as needed.

Council adopted the 2009 editions of the International Building Codes on Monday, June 14, 2010 (Ordinance 10-0310). The current regulations require sprinkler systems in all new residential buildings based on certain thresholds including size of structure, inadequate water flow or pressure, or inadequate emergency vehicle access (See Section 2.0 of this report). At the June 14, 2010 Council meeting, staff noted that additional information regarding requiring fire sprinkler systems in all new single-family and townhouse buildings (i.e. one and two family dwellings and townhome residences) would be brought forward for Council consideration and direction in October 2010.

1.1 History

The International Code Council (ICC) publishes the International Residential Code (IRC). The 2009 IRC requires residential sprinklers in all new residential buildings built after January 1, 2011. This was a heavily debated topic on a nation-wide level during the last code development hearings.

Since this requirement went into effect, 46 States, including Washington, use the IRC as the basis for regulating new homes and only 5 other States have voted down mandatory sprinklers¹.

When the IRC reached the Washington State level for State-wide adoption, the State Building Code Council (SBCC) also encountered similar opposition to a mandatory fire sprinkler requirement for all new single-family homes. The Building Industry

Association of Washington (BIAW) advocated strongly in opposition of mandatory fire sprinklers in single-family homes, claiming they are too costly and should remain a voluntary option for customers.

The SBCC voted down mandatory sprinklers and approved an amendment to the IRC making each City responsible for approval of sprinklers within their local jurisdiction. The State Legislature passed a house bill to direct the SBCC to form a technical advisory group (TAG) to “examine issues, barriers, and incentives pertaining to ... the voluntary installation of sprinkler systems in private residences”.

The Master Builders Association of King and Snohomish Counties has long-opposed mandatory fire sprinklers in single-family homes. The Master Builders want assurance that before a City implements the mandatory sprinkler requirement that all barriers identified by the TAG and other additional barriers be addressed. The barriers have been identified and addressed in sections 3.1 and 4.1 of this report

2.0 City of Kenmore Washington’s Current Residential Sprinkler Requirements

The City of Kenmore, Washington currently requires that all **new** residential buildings meeting one of the following criteria be sprinklered:

- Greater than 5000 square foot;
- Requiring 2000 gallons per minute or more fire flow;
- Adequate fire flow is not available (roughly 1,500 gallons per minute);
- A hydrant not capable of providing at least 1,500 gallons per minute of water with 20 pounds per square inch residual pressure located within 300 feet;
- Inadequate emergency vehicle access (steeper than 15% grade, narrower than 12 feet, or greater than 150 feet without approved turnaround).

The City of Kenmore, Washington currently does not require sprinklers to be installed for additions or alterations to **existing** residential buildings that are not already provided with a sprinkler system.

2.1 Number of New Homes with Sprinkler Systems since January 1st, 2007:

There have been 221 new one-family dwellings permitted since January 1st, 2007, of which 44 met one of the criteria listed above and were required to be sprinklered. That is about 20 percent of all new single-family residences built in Kenmore, Washington since January, 2007 have sprinklers.

3.0 State Building Code Council ‘Technical Advisory Group’ Barriers

The State Building Code Council (SBCC) created a Technical Advisory Group (TAG) through legislation directing the SBCC to identify policies and procedures that create “barriers” to promote or discourage the installation of residential fire sprinkler systems.

The TAG identified the following with 7 barriers:

- Barrier 1: Lack of Education
- Barrier 2: Lack of Preferred Design and Installation Details and Guidelines
- Barrier 3: Cost and Cost Recovery of a Voluntary Residential Fire Sprinkler Systems (RFSS) Installation
- Barrier 4: Costs for Permit and Inspection
- Barrier 5: Increased Cost of Water Hook-Up Fees in the form of Stand-By System Development Charges
- Barrier 6: Shut-Off Issues
- Barrier 7: Water Use Efficiency Rule Credit for Use of Larger Meters

3.1 City of Kenmore’s Solutions to the “7 Barriers” identified by the TAG

Barrier 1: Lack of Education

1. Create an informational packet or brochure that can be used by homeowners or installers.
2. Publish articles in both the Northshore Fire District and Kenmore Newsletter’s.
3. Hand-out “Now That You’re Living with Sprinklers” brochures to every new home at final inspection.

Barrier 2: Lack of Preferred Design and Installation Details and Guidelines

1. The National Fire Protection Association current publishes standard details and installation guidelines.
2. Promoting flow-through systems and discussing with the Northshore Utility District (NUD) the ability to allow the removal of the backflow preventer.
3. NUD install 1” meter set as standard installation, (a 1” or ¾” meter can be installed without any extra work or cost). Sometimes a larger meter is needed,

this is based on how many plumbing fixtures and sprinkler heads are installed in the home.

4. NUD does not charge a stand-by fee. A stand-by fee is a fee associated to a meter that doesn't get use. If a separate water service is installed for the sprinkler system then the meter on that system is static.
5. NUD charges the same amount for a 1" meter vs. a ¾" meter.
6. Kenmore does not have any new houses on a well; all new houses are required to connect to the City water. Houses with wells would require a more elaborate and expensive system.

Barrier 3: Cost and Cost Recovery of a Voluntary RFSS Installation

NOTE: A 2,000 square foot home would save approximately \$300 per year. A \$2500 sprinkler system would be recovered in less than 8 years.

1. The cost of flow-through systems for a single-family residence of 2,500 square foot, with an ample amount of water service located on a fairly flat lot is in the range of \$1 to \$1.25 per square foot or a total in the range of \$3,000. Larger houses (above 5,000 sq. ft.), or sites with inadequate fire flow or access issues are already required to be sprinklered. A flow-through or multi-purpose piping system combines the domestic potable cold-water system with the residential fire sprinkler system.
2. The Northshore Fire Department provides a 50% reduction of the Benefit Service Charge paid to the Fire Department from property taxes for sprinklered buildings. This typically results in an annual property tax reduction of \$150 to \$250 for a single –family residence. The Fire Department shows this reduction on the form they send to the King County Assessor's Office after completion.
3. The standard Insurance Service Office Dwelling Fire and Home Owners Programs contain available premium credits for installation of fire sprinkler protection up to a maximum of 13% for full sprinkler protection and 8% for minimum protection². This typically results in an annual home owners insurance rate credit of \$100 to \$200 for a single-family residence.

Barrier 4: Costs for Permit and Inspection

1. The Northshore Fire District issues permits for sprinkler systems. The current cost for a residential sprinkler permit is \$160 for a home with 20 or fewer sprinkler heads, and \$240 for a home with more than 20 sprinkler heads. The inspections are included in the permit fees.

Barrier 5: Increased Cost of Hook-Up Fees in form of Stand-By System

² Residential Sprinkler ISO Fact Sheet, published by Insurance Services Office, INC

arged the water purveyor collects for the installation of a meter and a stand-by is an additional charge for a meter that is static).

1. **None-** NUD charges the same for a 1" meter as a ¾" meter, and they do not have a stand-by cost.

Barrier 6: Water Service Shut-Off Issues

1. **None-** NUD has procedures in place that release them from legal liability following a water-shut-off to a house with a sprinkler system.

Barrier 7: Water Use Efficiency Rule Credit for Use of Larger Meters

1. This issue deals with a perceived inaccuracy of larger meters for small use customers, (where large meters cannot accurately measure small amounts of water flow) .NUD has not experienced any inaccuracies and is comfortable with the accuracy of any meter that would be installed for a single-family residence.

4.0 Master Builders Association's Additional Barriers

In addition to the State Building Code Council's TAG the Master Builders Association of King and Snohomish Counties have created 3 additional barriers, which are:

1. Fire safety has improved dramatically without a mandatory sprinkler requirement;
2. Cost of sprinklers is unpredictable;
3. Maintenance issues present a challenge for homeowners.

4.1 City of Kenmore's Solution to the Master Builders Association's Barriers:

1. Fire safety has improved dramatically without a mandatory sprinkler requirement

Underwriters Laboratories (UL) has performed a dramatic "legacy vs. New" residential side-by-side demonstration. The purpose of the demonstration was to understand the differences in the impact of a fire on a room of modern (new)

versus legacy (older) type of furnishings. The modern room was lined with a layer of ½ inch gypsum board and the legacy room was lined with a layer of ½ inch cement board. The modern room was furnished with modern material such as carpet and pad, a microfiber-covered polyurethane foam-filled sofa and flat screen television. Whereas, the legacy room had hardwood floors, a cotton-covered sofa and tube type television. The modern room transitioned to flashover (flashover is the near simultaneous ignition of all combustible material in an enclosed area) in 3 minutes and 30 seconds and the legacy room at 29 minutes and 30 seconds³.

Homebuilders often suggest that smoke alarms are good enough to protect the public and that residential sprinklers are not justified. Everyone agrees that smoke alarms save lives and that they are largely responsible for a reduction in the fire death rates that occurred over the past 30 years. Nevertheless, smoke alarms alone do not stop the spread of fire, protect property or protect firefighters. A home that includes both a fire alarm and sprinkler system adds additional safety and protection.

2. Cost of sprinklers are unpredictable

Opponents suggest that residential sprinkler systems should remain voluntary until improvements in technology make systems more cost effective. Many recent improvements in sprinkler technology have already improved cost effectiveness. Therefore, the problem is not a lack of cost effective design and installation options but rather a lack of communication within the supply, design and installation communities regarding these efficient design options. To motivate the industry toward innovative solutions, competition is needed. Changing the IRC to require residential sprinklers will create the demand that will increase competition and motivate cost efficient designs. Market demand will also drive the creation of design tools that will simplify the exercises of locating sprinklers and sizing pipe. Such tools have already been developed. Communities like Prince Georges County, Maryland, have utilized such tools with a great deal of success for over ten years. These tools can become national in scope as more communities adopt the IRC.

3. Maintenance issues present challenges to homeowners

Opponents of residential sprinklers have stated that residential sprinkler systems need regular maintenance and service inspections by local fire departments,

³ And Homebuilders Say "New Homes Don't Burn!" published by UL

raising concerns regarding right of entry. Residential sprinkler systems are essentially maintenance free if homeowners are educated about what NOT to do.

For example, do not close the valve, do not paint the sprinklers and do not hang clothes from sprinklers. Multipurpose systems are essentially tested every time the domestic water is used. For systems with water flow alarms (not required by National Fire Protection Agency13D, but installed on some systems) the alarm can easily be tested by the homeowner by turning a valve to create some flow and seeing if the alarm sounds. The test is comparable to testing a burglar alarm or replacing a furnace filter, which are typical maintenance measures that homeowners perform regularly. These typical maintenance measures do not need to be performed or witnessed by the fire department.

5.0 Commonly Asked Questions

Q1: What other Cities in this region are requiring all new residential buildings to be sprinklered?

A1: The Cities in the region (to date) that requires all new residential buildings to be sprinklered is Redmond and Olympia, Washington. Most of the other Cities have square footage thresholds ranging from 2,500 square foot to 5,000 square foot and many Cities have yet to take this topic to Council (i.e. King County has a 2,500 square foot threshold, Burien has a 3,600 square foot threshold and Kirkland, Issaquah, Mercer Island, Carnation, Duvall, Sammamish, North Bend, Shoreline and Woodinville have a 5,000 square foot threshold).

Q2: How much would it cost to install a sprinkler system in a house in Kenmore, Washington?

A2: The cost to install a stand-alone fire sprinkler system (not a flow-through system) averages \$1.61 per square foot and a flow-through system averages \$1.25 per square foot⁴.

Q3: Would addition or remodel to an existing house trigger the requirement for a sprinkler system?

A3: If Council adopts a mandatory sprinkler requirement for all new residential buildings, staff recommends that existing buildings be exempt for installing sprinkler systems.

Q4: How many home fires occurred in Kenmore Washington since incorporation in 1998?

A4: The searchable records for home fires only go back to 2004. Since 2004 there have been 73 fires in one- and two-family dwellings. The reports do not have information on the extent of damage or scope of fire.

⁴ Washington Fire Sprinkler initiative, published by Washington Fire Chiefs

of a house fires in Kenmore

Washington?

A5: No deaths have been reported since the City's incorporation in 1998. However, there have been reported 2 fire fighter injuries and 8 civilian injuries. The reports do not have the information on the extent of the injuries sustained by the individuals. Occurred

Q6: What is a multi-purpose piping system (flow-through system)?

A6: A multi-purpose piping system or (flow-through system) combines the domestic potable cold-water system with the residential fire sprinkler system

6.0 Statistics

1. Over the past five years over 73% of the fire fatalities in Washington State occurred in residential properties⁵.
2. Of the 59 fire fatalities reported during 2009, one occurred in a building that was equipped with fire sprinklers. The fire started in a chair where the victim was sitting. The fire sprinkler system activated and contained the fire⁵.
3. From 2005 to 2009 there have been 36,655 fire incidents in one- or two-family residences with a dollar loss of \$484,543,190⁵.

7.0 Conclusion and Recommendation

Staff recommends that the Council considers amending the adopted building code (Ordinance 10-0310) to require fire sprinkler systems in **all** new residential buildings (one and two family residences and townhomes) except accessory dwelling units within the City of Kenmore.

Based on staff's assessment of information, the conclusion reached is that the additional short-term cost incurred by a homeowner for installation of a sprinkler system does not

⁵ 2009 fire in Washington, published by Washington State Fire Marshal's Office

outweigh the long-term benefit for protection of life and property.

The citizen's of Kenmore, Washington's quality of life and safety are most important. This proactive decision will ensure that all of the homes constructed in our City are built as safe as possible and potential buyers looking for a safe community will want to come and live in Kenmore, Washington.

8.0 Supporting Documentations

1. A Message from the United States Fire Administrator about Residential Fire Sprinklers, published by United States Department of Homeland Security, Federal Emergency Management Agency
2. Washington Fire Chiefs paper on Washington Fire Sprinkler Initiative
3. Home Fire Sprinkler Systems brochure, published by Home Fire Sprinkler Coalition
4. Home Fire sprinklers: Protecting Your Community DVD, created by Home Fire Sprinkler Coalition
5. Marble Mountain Sprinkler Burn DVD, created by Orange County Fire Authority



City Of Kenmore, Washington

Memorandum

Date: November 15, 2010
To: Fred Stouder, City Manager
From: Bryan Hampson, Building Official
Cc: Jeff LaFlam, Fire Marshal
Re: **Fire Sprinkler Clarifications**

Following the fire sprinkler discussion with the City Council on October 11, 2010, I was contacted by David Hoffman with the Master Builders Association asking if Fire Marshal, Jeff LaFlam and I would be available to join him at their next meeting to discuss the City's possible fire sprinkler ordinance. I was told that the builders had some concerns and possible suggestions that could improve our process. I told him that we would be more than willing to meet with them to discuss their concerns and more importantly to listen to their suggestions that may improve our process.

On Thursday, November 11, 2010, Veteran's Day, at 7:30 A.M. Jeff LaFlam and I attended their monthly meeting in Bellevue. There were about fifteen people present, including David Hoffman and Pat McBride, President Elect of the Building Industry Association of Washington.

I don't believe we heard any new concerns or questions and were not introduced to any new solutions to problems they have encountered in other cities. We did hear of confusion and a sense of misinformation they've encountered from other cities or jurisdictions.

I did learn that our process will be better than any other jurisdiction's current process, mainly because of the participation and support from both the Northshore Utility District and the Northshore Fire District. One of the builders commented to me after the meeting, that he appreciates how progressive our process will be, and he wishes other cities would have this much thought into the process. I would agree that the City is very

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fortunate to have districts that understand the purpose and importance of this and are willing to create solutions that make sense for our City.

Most of the questions brought up by the builder's association were previously addressed during the Council meeting. The questions asked by the Council during the meeting have been put into a memo that was sent to Council in last Friday's mail.

I do want to clarify a couple of the builder's associations concerns:

1. The fees associated to the installation of a fire sprinkler system in the City of Kenmore, Washington will be almost minimal, with the exception of the backflow preventer. We are continuing to discuss the possibility of eliminating this requirement with Northshore Utility District's Operations Director, Al Nelson. The utility district feels the backflow preventer is important. With this requirement the process works well. When a backflow preventer is installed it needs to be inspected and tested annually by a certified backflow assembly tester, and the test results are sent to Northshore Utility District. There are no annual inspections performed by the City, the Fire or Utility Districts. As mentioned previously, the backflow preventer costs approximately \$250 - \$350 to install and approximately \$50 per year to test (by a third party). If the test isn't performed annually, the water can be turned off by the Northshore Utility District;
2. Another concern brought up by the builder's association was the Cascade Water Alliance fee. This fee is not applicable. The Northshore Utility District is not a member of this alliance, and there is no fee in our jurisdiction.

We feel our process is clear and straight forward, and that we have reached out for involvement and comments from the building industry. If in the future we can eliminate the backflow preventer, the fees associated to this would be eliminated leaving the following fees:

1. The cost of the sprinklers (approximately \$1.25 per square foot);
2. The cost of the permit (\$160 or \$240) and;
3. The additional meter cost, only if a 1 inch meter is needed instead of ¾" (\$55).

If you become aware of any questions or suggestions from the City Council please let me know.



City Of Kenmore, Washington

MEMORANDUM

Date: Friday, November 5th, 2010
(Last Revised February 2, 2011, changes identified by underlines)

To: Fred Stouder, City Manager

From: Bryan Hampson, Building Official

Subject: **Residential Fire Sprinkler Systems**

Based on the direction from the City Council at the October 11, 2010 council meeting I have drafted an Ordinance to require that a fire sprinkler system be installed new residential buildings (one and two family residences and townhomes) within the City of Kenmore, Washington.

Enclosed is the staff report I prepared in September, which includes the previously discussed questions. The following are some of the questions the City Council asked at the October 11th meeting. If Council has any other questions that I can assist with please let me know. Thank you.

1. Is the proposal to require sprinklers for renovations?
A: No; a sprinkler system will not be required to renovations, alterations or additions when made to an existing home without sprinklers.
2. What are the current mandatory requirements for sprinklers?
A: Currently one and two-family residences and townhomes more than 5,000 square feet; or fire flow calculation requiring more than 2,000 gallons per minute of water; or non-compliance with the fire apparatus access requirements; or single-family without a hydrant within 300 feet of the house

Memorandum from Bryan Hampson
Dated Nov 5, 2010 cont.

that can provide at least 1,500 gallons per minute of water are required to sprinkler the building.

3. What are the inspection requirements?
A: New installations require an inspection of the piping, the sprinkler head placement, the insulation over any piping in unheated areas, flow test and final.
4. Has NUD confirmed that costs won't be passed on for backflow preventers?
A: Following the second stakeholders meeting the Northshore Utility District's Board met and agreed with the stakeholders to remove the backflow preventer on flow through systems in conjunction with an inter-local agreement between the City, Fire District and Utility District. The inter-local agreement will include a certification, identifying the fire-sprinkler system, provided to the Northshore Utility District and the home owner by the Fire Marshal.
5. What are the meter requirements?
A: NUD's standards and policies far exceed most purveyors requirements, please see attached memo from NUD dated November 4, 2010.
6. Are all multi-family buildings currently required to be sprinklered?
A: No; Only apartments, hotels, motels are always required to be sprinklered and two-family residences and townhomes more than 5,000 square feet, or fire flow calculation requiring more than 2,000 gallons per minute of water, or non-compliance with the fire apparatus access requirements.
7. Would Accessory Dwelling Units (ADUs) be required to be sprinklered?
A: No, after further discussion with the stakeholders group, accessory dwelling units will not be required to be sprinklered at this time. If in the future our process proves to be affordable and uncomplicated then we may revisit the need to sprinkler accessory dwelling units.
8. Are costs for inspections covered in permit costs or is it an additional cost?
A: All inspections are included in the permit cost. The cost is \$160 for systems with 20 or fewer heads and \$240 for systems with more than 20 heads.
9. Why are annual inspections not required?
A: Because of the simplicity of the systems and to help to keep costs down these systems are not required to be maintained in the same manner as

Memorandum from Bryan Hampson
Dated Nov 5, 2010 cont.

commercial systems. In most cases the limited maintenance required can be performed by the homeowner.

10. Are the sprinkler lines charged all the time?

A: Yes, they are part of the water piping in the house.

11. What are the triggers for a flow through rather than a stand-by system?

A: The builder or homeowner can choose which type of system they want to install.

12. What is the cost of an inspection on a flow-through or stand-by system?

A: The cost of a permit and inspection for a flow through system is the same as a stand-by system.

13. Is there a discount on homeowner insurance if sprinklers installed?

A: Yes, most insurance companies offer a discount on the premium in the range of 8% to 12%.

14. Are apartments already required to be sprinklered?

A: Yes

15. Should the City delay the proposal a year or two to consider the burden on new construction?

A: No, the new residential permits are starting to increase again. It will be important to have a policy in place before new construction substantially increases.

16. Have any builders in the last few years voluntarily installed sprinklers?

A: No, not any builders, however, a few homeowners have voluntarily installed sprinklers.

17. Would the sprinkler requirement change the fire access requirement, i.e if inadequate fire access sprinklers are an alternative?

A: Yes, the current trade-offs available for installing sprinklers would still be available.



City Of Kenmore, Washington

December 9, 2010

City of Kenmore, Wa. Residential Fire Sprinkler Program Meeting Agenda

To: Advisory Group and Stakeholders

Meeting Date and Time: Monday, December 13, 2010 @ 10:00 AM

Location: Kenmore City Hall, Community Meeting Room

AGENDA

- 10:00 AM → 10:15 AM Introductions:
- 10:15 AM → 11:00 AM Identify Issues:
- Hand-out current list;
 - Go around the table identifying and documenting new concerns or issues.
- 11:00 AM → 11:50 AM Discussions and Solutions:
- Discuss the concerns identified and potential solutions.
- 11:50 AM → 12:00 PM Wrap-up
- "What happens next"

Next Meeting Scheduled: Monday, December 20, 2010 @ 10:00 AM – 12:00PM, at Kenmore City Hall, Community Meeting Room

6/16/10 - IN SHEET MON DAY DEC 13, 2010



City of Kenmore, Washington

2010 Residential Fire Sprinkler Advisory Group

Participants	Title	Company	e-mail	Phone #
Al Nelson	Operations Director	NUD	anelson@nud.net	425-398-4428
Bryan Hampson	Building Official	City of Kenmore WA	bhampson@kenmorewa.gov	425-398-8900
Carl Lunak		NUD	clunak@nud.net	425-398-4419
Ethan Maiefski		NUD	emaiefski@nud.net	425-398-4400
Jeff LaFlam	Fire Marshal	Northshore Fire Department	jlaflam@northshorefire.com	425-486-2784
Jennifer Reiner	Land Entitlement Manager	DR Horton	jreiner@drhorton.com	425-825-3186
Kelly Fahey		Pacwest	Kelly@pacwestsalesinc.com	
Ken Moore		Moore Fire Protection	kenmoore@moorefire.com	425-271-5598
Pat McBride	President-elect	Building Industry Association of Wa	office@bimsarch.com	
Randy Skiles		DR Horton	rskiles@drhorton.com	425-821-3400 x 5124
Stan Amas		Western States Fire Protection	stan_amas@wsfp.us	
Todd Short	Assistant Fire Marshal	City of Redmond	tshort@redmond.gov	425-556-2242
Liaisons				
Fred Stouder	City Manager	City of Kenmore WA	fstouder@kenmorewa.gov	425-398-8900
Tom Weathers	Fire Chief	Northshore Fire Department	tweathers@northshorefire.com	425-486-2784
David Hoffman	King County Manager	Master Builders Association	dhoffman@mbaks.com	425-460-8224
Tracy Moore	Owner	Moore Fire Protection	tracymoore@moorefire.com	425-271-5598
Ken Carlson	Fire Marshal	City of Bellevue	kcarlson@bellevuewa.gov	425-452-6874

Page 1 of 2

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City Of Kenmore, Washington

December 15, 2010

City of Kenmore, Wa. Residential Fire Sprinkler Program Second Meeting Agenda

To: Advisory Group and Stakeholders

Meeting Date and Time: Monday, December 20, 2010 @ 1:30 PM

Location: Kenmore City Hall, Community Meeting Room
18120 68th AVE NE, Kenmore Wa 98028

AGENDA

- | | |
|-------------------|---|
| 1:30 PM → 2:20 PM | Continued discussion from previous meeting (left off at NFD Inspections and process) |
| 2:20 PM → 3:20 PM | Follow-up on items that needed additional discussion: <ul style="list-style-type: none"> • Premise isolation protection (backflow preventers at meter); • Alarm bells; • Flow tests. |
| 3:20 PM → 3:30 PM | Wrap-up <ul style="list-style-type: none"> • "What happens next" |

Next Meeting Scheduled: **(If needed)** Monday, December 27, 2010 @ 10:00 AM – 12:00PM, at Kenmore City Hall, Community Meeting Room

 City of Kenmore, Washington SIGN-IN SHEET			
Meeting Name: 2010 Residential Fire Sprinkler Advisory Group			
Date: Monday, 12-20-2010		Location: City of Kenmore -Community Mtg Room	
Name/Title & Agency		Telephone	E-Mail
Name: Fred Stouder, City Manager	PO Box 82607 Kenmore WA 98028	425-398-8900	fstouder@kenmorewa.gov
Agency: City of Kenmore			
Name: Bryan Hampson, Building Official	PO Box 82607 Kenmore WA 98028	425-398-8900	bhampson@kenmorewa.gov
Agency: City of Kenmore			
Name: AL NELSON, Operations Director	6830 N 183 RD ST	425-398-4428	anelson@nucd.net
Agency: Northshore Utility District	Danville, WA		
Name: Carl Lunak	SAME	425-398-4419	clunak@nucd.net
Agency: N.U.D.			
Name: Kelly Fahey - Vendor Rep	10231 47 th PI W. N. KILTEO, WA 98275	206-730-1025	Kelly@pacwestsales.wa.com
Agency: Kelly Fahey - Vendor Rep			
Name: Jeff LaFlan			
Agency: Northshore Fire			
Name: Randy Jones			
Agency: D. A. HORTON			

 City of Kenmore, Washington SIGN-IN SHEET			
Meeting Name: 2010 Residential Fire Sprinkler Advisory Group			
Date: Monday, 12-20-2010		Time: 1:30pm	
Location: City of Kenmore -Community Mtg Room			
Name/Title & Agency	Address, City, State, Zip	Telephone	E-Mail
Agency: Todd Short			
Agency: Redmond Fire Dept			
Agency: Chris Jones			
Agency: Western States Fire			
Agency: TRACY MOORE			
Agency: Moore Fire Protection		425-269-1627	TRACYVMOORE@MOOREFIRE.COM
Agency: James Strivers		253-3708000	James Strivers
Agency: Rock the Planet + Co.			
Agency: Patricia W McNamee		425-644-1446	OPPER@CAMS.AESL.COM
Agency: BIAW			
Agency: David Hoffman			
Agency: MBA		206-605-3836	dhoffman@mbaks.com



City Of Kenmore, Washington

Timelines and Occurrences Regarding the City of Kenmore, Washington's Residential Fire-Sprinkler Discussions and Actions

- Wednesday, **August 25, 2010** – Meeting with Fire Marshal, LaFlam – discuss our sprinkler plan and the State Building Code Council's 7 barriers
- Wednesday, **September 8, 2010** – 1st Meeting with Northshore Utility District (Al Nelson); discuss their requirements
- Thursday, **September 9, 2010** – Contacted David Hoffman, Master Builders Association, via e-mail to inform and to ask for MBA's issues
- Friday, **September 24, 2010** – Completed *Staff Report on Residential Sprinklers*
- Tuesday, **October 5, 2010** – Met with David Hoffman, MBA, discuss MBA's concerns and City's *Staff Report on Residential Sprinklers*—MBA White Paper
- Monday, **October 11, 2010** – 1st Council Discussion/meeting

Timelines and Occurrences Regarding
the City of Kenmore, Washington's Residential
Fire-Sprinkler Discussions and Actions Cont.

- Thursday, **November 11, 2010** – Veteran's Day- Jeff LaFlam, Fire Marshal and Bryan Hampson, Building Official met with MBA builder's council
- Thursday, **November 11, 2010** – Received a follow-up email from David Hoffman MBA, King County Manager thanking us for our willingness to discuss this with his group and asking for clarifications to 5 items. He stated this was the first time that he knows of the Building Official and Fire Marshal discussed with them before implementation.
- Monday, **November 15, 2010** – Drafted a response to MBA's concerns, titled "Fire Sprinkler Clarifications"
- Monday, **November 22, 2010** – at 2:47 PM – Received a 55 page document from David Hoffman, MBA King County Manger
- Monday, **November 22, 2010** - 2nd Council Discussion/meeting, Staff was asked to form a stakeholders group
- Wednesday, **December 15, 2010** – Sent 1st Stakeholders/advisory group meeting minutes and 2nd meeting agenda
- Monday, **December 6, 2010** - Formed City of Kenmore, Residential Fire-Sprinkler Stakeholder's and Advisory Group, Compiled Concerns
- Thursday, **December 9, 2010** - Sent Stakeholder's group agenda for 1st meeting

Timelines and Occurrences Regarding
the City of Kenmore, Washington's Residential
Fire-Sprinkler Discussions and Actions Cont.

- Monday, **December 13**, 2010- 1st Stakeholders meeting at City of Kenmore's City Hall. Discussed the groups concerns
- Wednesday, **December 15**, 2010- Sent 1st Stakeholder's meeting minutes and agenda for 2nd Stakeholder's meeting
- Monday, **December 20**, 2010- 2nd Stakeholders meeting at City of Kenmore's City Hall. Discussed remaining concerns not covered from first meeting
- Tuesday, **December 21**, 2010- sent notes to stakeholders/advisory group and asked for a statement of understanding
- Wednesday, **January 26**, 2011 - Sent Stakeholder's group final draft of the City of Kenmore Residential Fire-sprinkler Guide, for their review and comments
- Wednesday, **February 2**, 2011 - Fire Marshal, Jeff LaFlam and Building Official, Bryan Hampson Drafted memo titled City of Kenmore, Washington – Residential Fire-Sprinkler Program

Scheduled Actions:

- Monday, **February 7**, 2011 - Send Council Member's and Stakeholders Group City's Report and Sprinkler Packet
- Friday, **February 18**, 2011 - Agenda Bill to City Council for the Adoption of Residential Fire-Sprinklers for the Monday, February 28, 2011 scheduled meeting
- Monday, **February 28**, 2011 - 3rd City of Kenmore, Washington Council Meeting/Discussion on Residential Fire-sprinklers



KING COUNTY FIRE PROTECTION DISTRICT NO. 16
18030 73rd AVE NE
KENMORE, WA 98028

BUSINESS: 425-486-2784 FAX: 425-483-6598 EMERGENCY 9-1-1
www.northshorefire.com

FIRE BENEFIT CHARGE NOTIFICATION

This is an informational letter about your Fire Benefit Charge for fire & emergency medical services the Northshore Fire Department (King County Fire Protection District No. 16) provides to you and your family.

In 1989, voters residing within the service area of the Northshore Fire Department originally approved the Fire Benefit Charge (FBC) as an alternative revenue source to assist in the funding of Fire Department operations. The Northshore Fire Department receives revenue from both a reduced tax levy and the FBC. By utilizing the FBC along with the reduced tax levy dollars, the District is able to operate in a financially efficient manner.

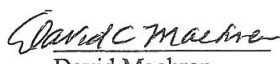
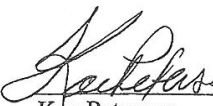
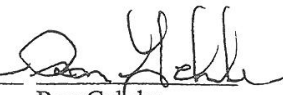
If your home or business has a functioning fire sprinkler system covering the entire structure, you will qualify for a 50% reduction on your FBC. If you are a low-income senior citizen you may qualify for additional reductions on your FBC and property taxes. For more information on low-income senior citizen discounts contact King County Department of Assessments Exemptions Unit at 206-296-3920.

If you feel the FBC for this parcel is inaccurate, you may file an appeal. Appeal forms are available on our website: www.northshorefire.com or at the Fire District Headquarters located at 18030 73rd Ave NE, Kenmore and must be received or postmarked by Tuesday March 1, 2011 in order to be considered.

If you have any questions about the FBC, as applied to your property, please visit the District's website. If you do not have access to the internet, or are unable to find the answer to your question on our website, please contact the District administration at (425) 486-2784.

The Northshore Fire Department provides emergency response for fire, emergency medical and other life safety needs of the community. If you have any questions or comments about your fire and emergency medical services, call or e-mail the District at webadmin@northshorefire.com. The Commissioners are proud to be part of your community and thank you for your continued support of quality service.

Sincerely,

 David Maehren
  Don Ellis
  Carolyn Armanini
  Kae Peterson
  Ron Gehrke

Northshore Fire Department Board of Fire Commissioners
THIS IS NOT A BILL - INFORMATION ONLY



Northshore Utility District

ADDRESS
6830 NE 185th Street
Kenmore WA 98028-2684
PO Box 82489
Kenmore WA 98028-0489

TELEPHONES
Engineering: (425) 398-4401
Administration: (425) 398-4402
Operations: (425) 398-4403
Information: (425) 398-4400

FAX NUMBERS
Administration: (425) 398-4430
Operations: (425) 398-4432
Purchasing: (425) 398-4434
Website: www.nud.net

November 4, 2010

The City of Kenmore
Bryan Hampson, Building Official
18120 - 68th Ave NE
Kenmore, WA 98028

RE: Fire Lines

Dear Mr. Hampson,

This correspondence is in response to your request for water service information related to residential fire sprinkler systems. The following specifications, which exceed industry standard practices, represent the District's current standards and policies for residential fires sprinkler service.

- The minimum meter sizing is for a full ¾" meter as compared to a 5/8" meter for most other agencies. The flow characteristic for a full ¾" meter is approximately 50% greater than that of a standard 5/8" meter.
- 1" meter setters is the District minimum size. The 1" setter is provided with adapters is to accommodate a ¾" meter. The District adopted this standard to allow for greater flexibility with minimal cost differential.
- 1" dedicated water line is the District standard for residential water service. The dedicated line is allowed to have a maximum of one meter per service. The industry practice allows up to two ¾" meters per water service. The dedicated line allows for upsizing with no impact to other customers.
- The District's rate structure for single-family residential homes is based solely on use and therefore the base rate is unaffected by meter size.
- The District's connection fees are not increased in cases where residential fire sprinkler system flow test require a water meter to be increased from ¾" to 1". In these cases, the applicant shall pay the difference for meter set charges only. The current differential of \$55.00 represents the incremental meter set charge for the larger meter.
- In accordance with WAC246-290-490, the District requires backflow preventer to be installed adjacent to the water meters on the customer service line for homes

Accountable Management - Responsible Usage

Recipient's Name
Date

that have residential fire sprinklers. This protects against backflow conditions that could potentially contaminate the public water supply. This approach is considered "Premise Isolation." Approximate installation cost of these backflow assemblies typically runs about \$250 - \$350 with an annual yearly testing fee of approximately \$50 per year. For homes that are "Premise Isolated," the District does not intend to extend requirements beyond that point of the premise isolation backflow assemblies. This means potential sources of cross-connection like lawn irrigation, boilers, and ponds are not the focus for the District as the public water system will be protected.

You indicated that the City intends to mandate "flow-through systems" as the standard for residential fire sprinkler systems. "Flow-through" systems have specific design criteria that reduce the likelihood of water system contamination in a backflow event. At this time, the District is not prepared to remove the backflow requirements for residential fire sprinkler systems. *(this item has been removed - BIA)*

If you have any questions or need further information, please contact me at 425-398-4428

Thank you,



Alan G. Nelson
Operations Director

Cc: Fanny Yee
Dave Kaiser