

City Update

For weeks ending: March 14 and March 21

City Council	Mayor & City Administrator
<p><u>Position 1:</u> Deady Mar 18 attended SCATBd Mtg Mar 18 attended Fire Ad Hoc Mtg Mar 19 attended SCA Dinner Mar 20 attended Cemetery and Parks Committee Mtg</p> <p><u>Position 2:</u> Morgan – No report submitted</p> <p><u>Position 3:</u> Edelman Mar 17 mtg with City Administrator and Councilmember Benson to review Council Rules Mar 19 interviewed by Eric Svaren re: Retreat; attended SCA Women's Leadership Happy Hour and Networking Dinner Mar 21 met with a citizen about a concern</p> <p><u>Position 4:</u> Benson – 3/11 - Interview by Eric Svaren re: retreat 3/13 - Finance Committee Meeting, Work Study and Town Hall Meeting 3/17 - Meeting with Christy Todd and Janie Edelman on revision of Council Rules 3/18 - SCATBrd (South County Area Transportation Board) meeting 3/19 - SCA (Sound Cities Association) networking dinner 3/20 - Council meeting 3/22 - Council Retreat</p> <p><u>Position 5:</u> Taylor – No report submitted</p>	<p><u>Mayor's Activities</u> Mar 19 attended Sound Cities Association networking dinner Mar 20 – Council meeting Mar 22 – Council Retreat</p> <p><u>City Administrator's Activities</u> Mar 13 attended Finance Committee mtg Mar 17 met with Councilmembers Edelman and Benson on revision of Council Rules Mar 18 attended Sound Cities Association networking dinner Mar 20 attended Cemetery and Parks Committee Mtg and Council meeting Mar 22 – Council Retreat</p>

Council Commissions, Boards & Committees

- Budget, Finance and Administration Committee. Meeting date: Next meeting: February 27, 2014. Meeting time: 10:00 AM. Staff support: May Miller.
- Planning and Community Service Committee. Meeting date: No meeting. (Meets the first Wednesday of the month.) Meeting time: 1:30 PM. Staff support: Stacey Welsh.
- Cemetery and Parks Committee. Meeting date: March 20, 2014. Meeting time: 10:00 AM. Staff support: Aaron Nix.
- Public Works Committee. Meeting date: April 7, 2014. Meeting time: 12:00. Staff support: Seth Boettcher.
- Public Safety Committee. Meeting date: No meeting. Meeting time: _____. Staff support: Chief Kiblinger.

Community Development Activities

- Performed 11 inspections
- Received applications for: 1 plumbing permit, 1 tree removal permit, 1 Pre-Application (short plat), 1 right-of-way permit, 1 SEPA checklist (Gen Gov't Fac. Plan) and 1 Special Event Permit (Great Horror Campout).
- Issued 1 right-of-way permit and 1 SEPA DNS (Gen Gov't Fac. Plan).
- Completed 5 permit reviews

Planning Commission:

- Next meeting April 22, 2014.

	2014	2013
Pre-application Conferences Held	0	7
Preliminary Plats Approved	0	0
(Number of Residential Lots)	-	-
Multi-family units approved	0	0
New Single Family Residential Permits Issued	0	8
New Commercial Square Footage Approved	0	0
Tenant Improvement Permits Issued	0	3
Sign Permits Issued	0	2
Public Hearings Held	0	1

Status of Active Capital Improvement Projects

Springs Project: Reviewed the Springs Alternatives Analysis with the Water Supply Facility Funding Agreement Partners. Next steps are to review the report with Administration and the PW Committee.

Old Lawson Pump Station: Pump and equipment package has been delivered and the electrical contract is being routed for signatures. Septic tank has been pumped and measurements taken

Abrams Guard Rail: The design and bid documents are 90%. The State Environmental Protection Act checklist was submitted 2/12/14. Letters from the Army Corp and Fish and Wildlife state that the project is exempt from their permit requirements. The timing of the project will be discussed further at the Public Works Committee of the Council.

½ Mil Tank Painting: Council approved a contract with RH2 on February 6th, 2014. Base flow data relayed to RH2. Fire flow test was run on Botts Drive.

Old Sewer Lagoon Decommissioning: Staff to develop a site reclamation plan in-house and submit to the Department of Ecology by the end of March.

Reflective Sign Installation: Installation at 100%. A sign list for additional signs can be funded with available contingency grant funds.

Downtown Water Main Project: Grant received. Environmental Assessment information gathered last week and relayed to King County Community Development Block Grant staff.

Roberts Drive Reconstruction at Rock Creek Bridge: General information discussed at 2/10/14 Public Works committee meeting. Meeting was held with Yarrow Bay for coordination of survey information and coordination of utility crossings. Additional time is needed to make utility decisions but without delaying a June 2015 construction start

Lawson Street Sidewalk Project: Parametrix has been surveying the street this week.

SR 169 / North Commercial Storm Pond (D2): Contract with Parametrix approved by Council on February 6th, 2014. Contract execution in process. Waiting for wetland identification work under a separate contract to be executed for City trail project, whose boundaries overlap with this project (Ginder Creek trail project).

Morganville Sewer Pump Station Reconstruction: New pumps are on order.

Water System Maintenance: Staff repaired electrical problems with the chlorine system. Additional parts have been ordered for the chlorine system

CIP Project #Ginder Creek Trail (P2): Staff reviewed and made a decision on the RFQ's that were submitted by 2 of the 3 consultants, contacted to submit for this work. Staff is in the process of negotiation with the consulting firm and will be moving forward with the work shortly. The project is expected to be completed by the start of May 2014.

General Administrative Activities

- Pet licenses issued: 0 ; 12 year-to-date; website updates 18; 86 year-to-date; passports processed 57; 243 year-to-date; Business licenses issued: 10; 328 year-to-date.
- Received submittals from _____ for _____ services.
- Other:

Events on the Horizon

- See City calendar at <http://www.ci.blackdiamond.wa.us/calendar.html>
- See Maple Valley Black Diamond Chamber of Commerce calendar at <http://www.maplevalleychamber.org/schedule/calendar/maple-valley-featured-events>
- See Black Diamond Historical Society calendar at <http://www.blackdiamondmuseum.org/calendar.htm>
- See Black Diamond Community Center calendar at <http://www.blackdiamondcc.org/community/community.html>

Adopted Council 2013 Priorities

W2 – Reservoir Painting & Maintenance
10-year plan for asbestos pipe replacement
D2 – North Commercial & State Route 169 Stormwater Pond Design
P2 – Ginder Creek Trail Restoration
F1 & F2 – Fire Engine Replacement
T6 – Rock Creek Bridge
L3 – Police Radio Replacement



CITY OF BLACK DIAMOND
April 3, 2014 Meeting Agenda - Revised
25510 Lawson St., Black Diamond, Washington

7:00 P.M. – CALL TO ORDER, FLAG SALUTE, ROLL CALL

PUBLIC COMMENTS: Persons wishing to address the City Council regarding items of new business are encouraged to do so at this time. When recognized by the Mayor, please come to the podium and clearly state your name and address. Please limit your comments to 3 minutes. If you desire a formal agenda placement, please contact the City Clerk at 360-886-5700. Thank you for attending.

PUBLIC HEARINGS: None

APPOINTMENTS, PRESENTATIONS, ANNOUNCEMENTS:

Active Shooter Presentation – Chief Kiblinger

UNFINISHED BUSINESS:

- 1) **AB14-031B** – Final Action on an Ordinance Adopting the General Government
Facilities Plan

Mr. Williamson & MAKERS

NEW BUSINESS:

- 2) **AB14-038** – Resolution Accepting King County Parks Property Tax Levy Monies
3) **AB14-039** – Resolution Authorizing Contract with Severson's Building Maintenance
4) **AB14-040** – Resolution Declaring Certain City Property Surplus
5) **AB14-041** – Consideration of a Resolution Regarding Great Horror Campout Special
Event Permit

Mr. Nix

Mr. Boettcher

Mr. Boettcher

Mr. Williamson

DEPARTMENT REPORTS:

MAYOR'S REPORT:

COUNCIL REPORTS:

A. Council Standing Committees

- Budget, Finance, Administration Committee – Councilmember Benson, Chair
- Planning and Community Service Committee – Councilmember Edelman, Chair
- Public Safety Committee – Councilmember Taylor, Chair
- Cemetery and Parks Committee – Councilmember Dedy, Chair
- Public Works Committee – Councilmember Taylor, Chair

B. Regional Committees

- Public Issues Committee (PIC) – Councilmember Edelman

- Growth Management Planning Council (GMPC) – Councilmember Deady
- Water Resource Inventory Area Committee (WRIA 9) – Councilmember Morgan
- South County Area Transportation Board SCATBd) – Councilmember Benson
- South East Area Transportation Solutions (SEATS) Coalition – Councilmember Benson
- Mental Illness and Drug Dependency Oversight Committee – Councilmember Benson

ATTORNEY REPORT:

PUBLIC COMMENTS:

CONSENT AGENDA:

- 6) **Claim Checks** – April 3, 2014, No. 40746 through No. 40776 in the amount of \$96,216.84
- 7) **Minutes** – Special Meeting and Town Hall Meeting of March 13, 2014, Regular Council Meeting of March 20, 2014 and Special Council Meeting (Retreat) of March 22, 2014

EXECUTIVE SESSION: To discuss with special legal counsel potential litigation to which the city and/or an officer acting in an official capacity is likely to become a party is requested pursuant to the authority of RCW 42.30.110(1)(i). “Litigation” includes the “legal risks of a proposed action” pursuant to RCW 42.30.110(1)(i)(C). There will be no action taken following the session.

ADJOURNMENT:

CITY COUNCIL AGENDA BILL

City of Black Diamond
Post Office Box 599
Black Diamond, WA 98010

ITEM INFORMATION		
SUBJECT: AB14-031B Ordinance No. 14-1026, adopting the General Government Facilities Plan	Agenda Date: April 3, 2014	
	AB14-031B	
	Mayor Dave Gordon	
	City Administrator Christy Todd	
	City Attorney P. Stephen DiJulio	
	City Clerk – Brenda L. Martinez	
	Community Development – Stacey Welsh	
	Finance – May Miller	
	Economic Development – Andy Williamson	X
	Cost Impact (see also Fiscal Note):	Parks/Natural Resources – Aaron Nix
Fund Source:	Police – Chief Kiblinger	
Timeline:	Public Works – Seth Boettcher	
	Court Administrator – Stephanie Metcalf	
Agenda Placement: <input type="checkbox"/> Mayor <input type="checkbox"/> Two Councilmembers <input type="checkbox"/> Committee Chair <input checked="" type="checkbox"/> City Administrator		
Attachments: Ordinance No. 14-1026; Exhibit A - General Government Facilities Plan; Preview of General Government Facilities Mitigation Fee		
SUMMARY STATEMENT: <p>The City hired MAKERS to complete a study of government facilities needs, caused by the City's approval of The Villages and Lawson Hills master planned developments. The two development agreements, Section 13.9, specify the ability for the City to do a study, adopt a plan, as well as a mitigation fee. The City Council held a public hearing on March 20 about the mitigation plan. On April 3, the City Council will be asked to adopt a resolution approving the plan. If the City approves a plan, it will be a plan that is applicable to all developers in the City, for both residential and commercial development.</p> <p>MAKERS presented the mitigation study to the City Council on February 27, in a Special Meeting work session. On March 6, MAKERS again discussed the study with the City Council. The plan has been updated since the Council Meeting on March 6, and reflects some further explanation of the basis for the suggested plan, and includes some additional graphics for the public hearing that was held on March 20.</p> <p>FISCAL NOTE (Finance Department): The plan and its appendices set forth the basis for the suggested mitigation fee for residential development and commercial development.</p>		
COUNCIL COMMITTEE REVIEW AND RECOMMENDATION:		
RECOMMENDED ACTION: MOTION to adopt Ordinance No. 14-1026, adopting the March 26, 2014 General Government Facilities Plan prepared by MAKERS and Henderson & Young for the purposes of review, consideration, discussion and evaluation, and as an initial step in the decision-making process relating to the adoption of a rate study to support the subsequent		

adoption of a general government facilities mitigation fee.

RECORD OF COUNCIL ACTION

<i>Meeting Date</i>	<i>Action</i>	<i>Vote</i>
March 6, 2014	Consideration of Resolution – Set Public Hearing for March 20	
March 20, 2014	Public Hearing	
April 3, 2014		

ORDINANCE NO. 14-1026

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BLACK DIAMOND, KING COUNTY, WASHINGTON TO ADOPT THE GENERAL GOVERNMENT FACILITIES PLAN PREPARED BY MAKERS AND HENDERSON & YOUNG FOR THE PURPOSES OF REVIEW, CONSIDERATION, DISCUSSION AND EVALUATION, AND AS AN INITIAL STEP IN THE DECISION-MAKING PROCESS RELATING TO THE ADOPTION OF A RATE STUDY TO SUPPORT THE SUBSEQUENT ADOPTION OF A GENERAL GOVERNMENT FACILITIES MITIGATION FEE.

WHEREAS, the City Council of Black Diamond adopted Ordinances 10-946 and 947 in 2010, approving two master planned developments within the City of Black Diamond with developer Yarrow Bay; and

WHEREAS, the City Council of Black Diamond adopted Ordinances 11-970 and 971 in 2011, approving two master development agreements associated with the two master planned developments referenced above; and

WHEREAS, the development agreements each provide that:

The City shall commission a study regarding general governmental facilities based, at a minimum, on the Black Diamond Comprehensive Plan that are necessary for the City to conduct its municipal business ('General Government Facilities Plan') in order to establish mitigation fee rates for such improvements. The General Government Facilities Plan shall be commissioned by the City following execution of this Agreement and shall be completed within twelve (12) months of commissioning the study. . . .¹

WHEREAS, on April 4, 2013 the City hired MAKERS and Henderson, Young and Co. for the purpose of performing this study on the City's government facilities needs and to draft a GFMFP; and

WHEREAS, MAKERS hired subconsultant Henderson, Young and Co. to assist it with its work on the calculation of the actual mitigation fee to be adopted; and

WHEREAS, these consultants prepared a Government Facilities Plan dated March 26, 2014 as the first step toward the implementation of a government facilities mitigation fee plan; and

WHEREAS, the City is currently involved in the review, consideration, discussion and evaluation of this plan; and

WHEREAS, on March 20, 2014, Yarrow Bay's attorney, Megan Nelson, appeared at the public hearing held by the City Council on this working draft of the Plan, and stated that Yarrow Bay was willing to sign a statement, letter or some binding acknowledgement that they would not take the position that the City is required to adopt the Plan within the one-year period; and

¹ Section 13.9(A) of the Lawson Hills Master Planned Development Agreement, p. 122.

WHEREAS, regardless of the developer's attorney's representations, the City does not wish to waive any argument or defense that it may have to the developer's future argument that the language in the development agreements with Yarrow Bay required the City to adopt the General Government Facilities Plan before April 3, 2014; and

WHEREAS, based on the above, the City Council has decided to take the conservative approach and adopt the Plan for the limited purposes described herein;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF BLACK DIAMOND, WASHINGTON, DOES RESOLVE AS FOLLOWS:

Section 1. The City Council of Black Diamond hereby adopts the Government Facilities Plan dated March 26, 2014, which is attached hereto as Exhibit A, which is incorporated herein by this reference as if fully set forth, in order to review, evaluate, consider and discuss this Plan, as one of the initial steps toward adoption of a General Facilities Mitigation Fee.

PASSED BY THE CITY COUNCIL OF THE CITY OF BLACK DIAMOND, WASHINGTON, AT A REGULAR MEETING THEREOF, THIS 3RD DAY OF APRIL, 2014.

CITY OF BLACK DIAMOND:

Dave Gordon, Mayor

Attest:

Brenda L. Martinez, City Clerk

City of Black Diamond General Government Facilities Plan



March 26, 2014

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with subconsultants

Henderson,
Young &
Company



EXECUTIVE SUMMARY

Introduction



Bird's eye view of Black Diamond (Google Earth)

The City of Black Diamond has approved Master Planned Development agreements with Yarrow Bay Holdings that are projected to significantly increase the city's population from just over 4,000 today to approximately 19,200 over the next 20 years. While the City's existing Comprehensive Plan, adopted in 2009, states a 2025 population projection of 16,980 residents, a larger figure is used in this Plan to approximate 20 year population growth (to 2033) based on best available information. An increase in municipal employees and facilities will be needed to serve the future city and its residents.

The Black Diamond General Government Facilities Plan is intended to help ensure the City has adequate facilities to serve its growing community. The Plan addresses City Hall, Police Department, Municipal Court, and Public Works facilities; it does not include the fire station, which is covered under a separate process.

The Plan has two major components:

- **Facility Program:** Identifies the government facilities needed to support Black Diamond citizens into the future.
- **Cost Estimates:** Provides planning-level estimates to construct these facilities.

A third component of the project, not part of this Plan, is to calculate mitigation fees to pay for the government facilities. For more information see the *City of Black Diamond Preview of General Government Facilities Mitigation Fee* document.

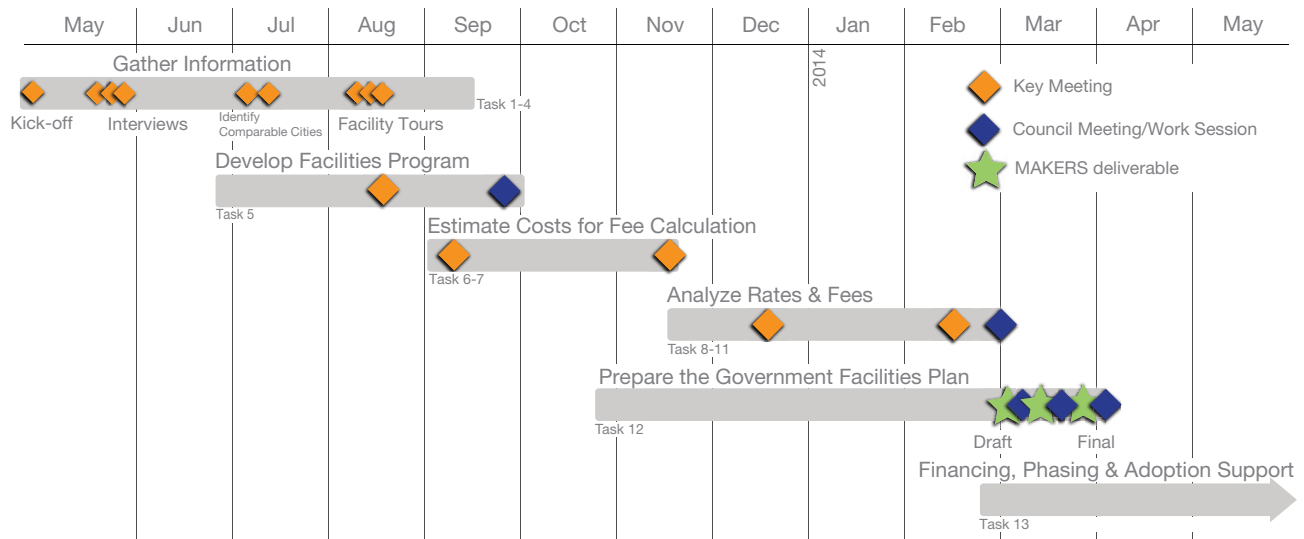
Plan Development

The City of Black Diamond hired MAKERS architecture and urban design, LLP to lead the Government Facilities Planning effort. MAKERS was supported by Henderson, Young and Company who completed the comparable cities analysis and The Robinson Company who completed the cost estimate.

Development of the Plan began in April 2013 and included interviews with staff and the City Council; site visits to the City's existing facilities; tours of recently constructed state-of-the-art municipal facilities in the region; analysis of comparable cities; and progress presentations. Project updates were posted on the City's web site and a project Facebook page, and sent via emails to interested stakeholders. The schedule below summarizes the process.



The City's informational web site for the project



Project schedule and milestones

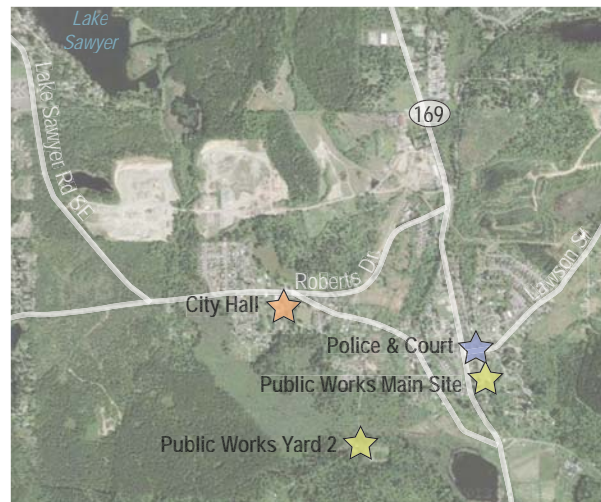
Existing Facilities

The City of Black Diamond's current government facilities are summarized and described below:

Existing Facilities	Address	Site Area (Acres)	Building Area (SF)
City Hall	24301 Roberts Dr.	2.04*	5,995
Police, Council chambers & Court	25510 Lawson St.	0.63	3,972
Public Works Main Site	25511 Lawson St.	1.20**	7,178
Public Works Yard 2	Abrams Avenue	0.24**	648
TOTAL			17,793

* The City leases a portion of this acreage from a private property owner.

** Site areas include the portion used for Public Works operations. They do not include shared vehicle access or other uses, such as a park facility and community center gym.



Locations of existing government facilities

City Hall

Black Diamond's current City Hall complex is located on Roberts Drive. It is split between the ground floor of a leased facility, which contains the City Clerk, Finance, and Human Resources department, and two temporary trailers that house Community Development and Public Works administration.



City Hall

Police Department, Council Chambers, and Court Room

Black Diamond's Police Department, Municipal Court and Council chambers are located in the former City Hall facility on Lawson Street. The Council chamber is also used as the municipal court.



Police Department, Council chambers and Court

Public Works

Black Diamond's Public Works shops, warehouse, and storage yards are located on two sites. The primary yard is located on approximately 1.2 acres of City property across from the Police Department and Council chambers. This yard contains two warehouse facilities and equipment storage areas. A supplementary yard is located on the former sewage treatment plant site west of Jones Lake off of Abrams Avenue. It contains materials storage and temporary debris storage.



Public Works shops and equipment storage

Issues Summary - City Administration

- Black Diamond's existing government facilities are generally too small to accommodate today's needs and will become increasingly more constrained as the City grows.
- Customer service counters are undersized and lack areas for break-out sessions or private conversations to serve customers with complex or sensitive issues; customers must go to four different facilities to access City services; customers requiring lengthy service congest lobby areas.
- As the City grows, added staff will compound the existing shortages in work spaces, customer interface zones, staff support areas (such as lunch rooms, etc.), and storage.
- The location of City staff and Council chambers in separate buildings and sites is inconvenient and inefficient.
- Existing facilities are not energy efficient.



Administrative offices



Council chamber/court



Community Development and Public Works Administration trailers



Administrative customer service counter

Issues Summary - Police Station and Public Works

- Located in the former City Hall, the Police Station/Court facilities are not appropriately sized or configured to support these functions.
- The Police Station is especially space constrained. It lacks appropriate holding spaces, interview rooms, and records storage as well as evidence processing and storage areas to meet requirements. The public check-in and finger-printing area is awkward and undersized.
- The Court administration area is undersized for the current caseload, which will grow as the City does.
- Public Works shop and storage areas are not currently sufficient and will not support future City growth. Operating two public works yards is inefficient.
- The location of the main Public Works shop and yard adjacent to residential neighborhoods is not ideal.



Police "all-hands" room



Police archival records, equipment storage and impound



Court clerk window



Court active records storage is undersized



Unconditioned garage currently used for City records archive

Facility Program

Comparable Cities Analysis

Every municipal government provides a different set of services, which affects their need for staff and facilities.

- Some cities provide their own police force, while others contract with county police services.
- Most municipal Public Works departments oversee streets and stormwater, while some like Black Diamond also provide water and sewer services.
- Some cities include a court, while others depend on their county's judicial services.
- Some cities have a robust parks and recreation department while others rely on a parks district, nearby government, or the private sector.

The team selected a municipality to serve as an operational model for Black Diamond in the future by:

1. Identifying 23 Washington cities with populations within 20% of Black Diamond's future projected population (see below).

2. Collecting data in each city around a variety of indicators, including:

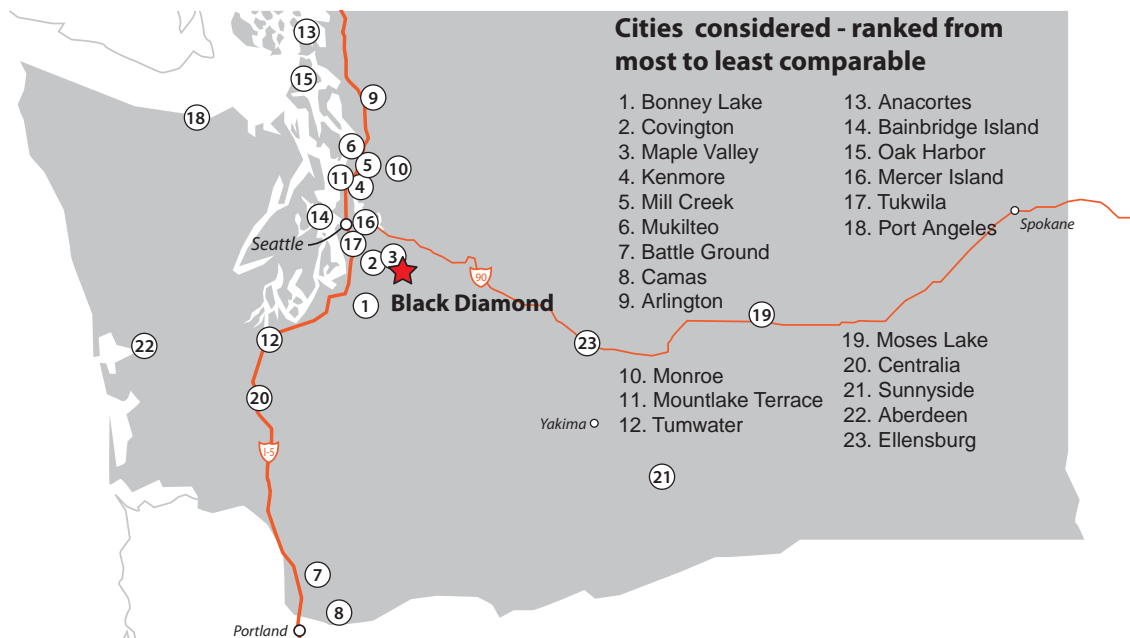
- Location
- Population, household size and density
- Employment and income
- Home value, age and ownership
- Property value
- Commute time
- Educational attainment
- Crime
- Etc.

3. Establishing thresholds of comparability for each factor.

4. Ranking cities by comparability.

5. Selecting a comparable city for the Plan.

Based on the indicators above, Bonney Lake was most comparable to Black Diamond's projected future and generally serves as an operational model for the Plan. (For Parks and Recreation, Covington and Maple Valley are used as the model.) The detailed comparable cities analysis is located in Appendix A.



State-of-the-Art Facilities

Summary of Lessons Learned

To understand typical programming techniques, MAKERS, City staff, and Council representatives toured eight city halls, police stations, and public works shops and yards. A summary of take-aways for Black Diamond are included here; a short write-up of each tour is included as Appendix B.

General

- Enhance the building design process by using an integrated design approach that includes department participation.
- Consolidate City departments to encourage collaboration, allow for efficient management, and break down department silos.



Council chambers/auditorium at Bainbridge Island City Hall

City Administration

- Configure public spaces in a way that balances security with the desire for an open and accessible facility.
- Provide multi-purpose spaces, especially those that can be made available for public use.
- Do not overemphasize or over-spend on the building's entrance at the expense of other spaces that support daily functions.

Public Works and Police Department

- Provide less space for police officer gear and more space for evidence and records.
- Include a practice shooting range for the Police Department as a valuable on-site resource; careful design consideration is essential.
- Ensure adequate and efficiently configured covered storage for Public Works is provided.



Covered storage at Sammamish Public Works

Program

Black Diamond's government facilities program requirements are based on existing and projected personnel levels established through the comparable cities analysis (see table below); insights gained from staff interviews and state of the art facility tours; and space allowances derived from industry standards.

Personnel Projections

As shown, 93 additional full-time equivalent employees (FTEs) will be needed to serve the 20-year population projection of approximately 19,200 residents.

Personnel Projections		
	FTEs Serving Existing Population	FTEs to Serve 19,200 Residents
City Hall*	19.1	55.0
Police	10.0	36.0
Public Works shop	4.0	35.0
	33.1	126.0

* Includes Executive and City Administration; Finance; Parks and Recreation; Community Development; Public Works Administration; and Municipal Court.

While the overall number of City employees will rise significantly as the population increases, the staffing per capita is expected to decline. The City currently has approximately eight employees per 1,000 residents and expected to have just over 6.5 per 1,000 when the population reaches 19,200.

Gap Analysis

As shown in the table below, existing facilities do not meet space standards. At present, the City Hall and Police Department are operating with 61% of the space needed if standards are applied. Public Works shops and storage have approximately 25% and 27% of the space needed if standards are applied. The projected growth in population to approximately 19,200 will require new facilities. Existing facilities are approximately 18% of the facilities that will be needed to meet standards in the future.

Facility Requirements

A summary of the facility program necessary for Black Diamond's government facilities is shown at the bottom of this page. A more detailed calculation of each program component is located in Appendix C. A projected population of 19,200 residents equates to 91 employees in the City Hall/Police Station, necessitating a facility of 37,000 square feet. At the same time, the public works shop will require approximately 32,000 square feet of indoor space (i.e. shops, garages, offices) and nearly 28,000 square feet of covered outdoor storage.

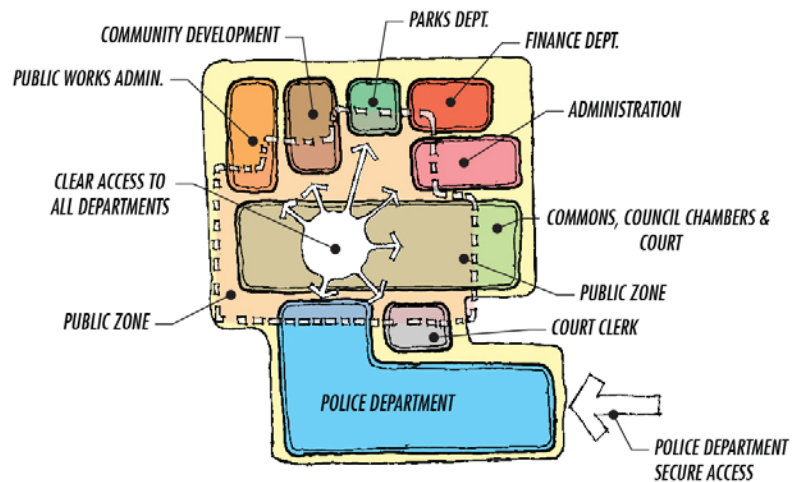
Facility Requirements and Gap Analysis					
	Current Asset (SF)	Requirement to Serve Existing Population (SF)	Existing Assets as % of Requirement	Requirement to Serve 19,200 Residents (SF)	Existing Assets as % of Requirement
City Hall & Police	9,967	16,218	61%	37,049	27%
Public Works shop	3,978	15,644	25%	31,778	13%
Public Works storage	3,848	14,210	27%	28,115	14%
TOTAL	17,793	46,072	39%	96,942	18%

The diagram at right illustrates the basic components of the City Hall/Police Department program, including their relative sizes and designed functional adjacencies. Shared and publicly-accessible spaces are located in the center; administrative departments are clustered; and the Police Department is separated to maintain security requirements. The facility footprint, parking, and landscaped areas require a total site of approximately two acres.

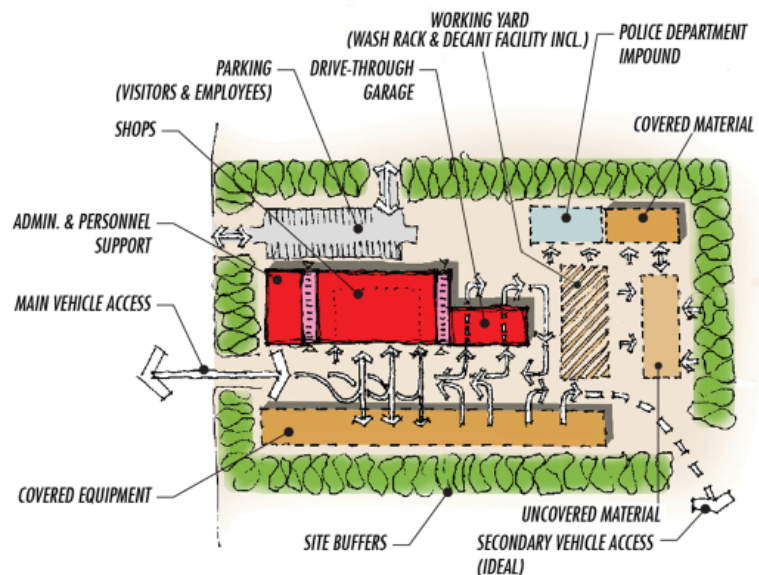
General facility placement and site considerations should optimize public access, maximize efficiency of daily operations, address water and energy use, and enable stormwater management through low impact development methods.

The Public Works facility program includes indoor maintenance and garage spaces, support offices, covered equipment storage, and a working yard with vehicle wash racks. The total site requirement for the facility, including parking and landscaped areas, is approximately three acres.

Special attention should be paid to vehicle access, critical adjacencies in the working yard, and efficient layout of the shops, drive-through-garage, offices, covered storage areas.



City Hall/Police Station functional diagram



Public Works yard functional diagram

Cost Estimates

The total cost for the approximately 37,000 square foot City Hall/Police Station and the 60,000 square foot Public Works shop and yard is estimated to be approximately \$48 million dollars. The estimate has three main components:

1. Land costs (approximately \$1 million) – includes an estimated cost to purchase 2.0 acres of commercial property for the City Hall/Police Station and three acres of industrial or light industrial property for the Public Works yard in Black Diamond. These costs are based on January 2014 assessed values and assume a normal and customary land transfer process.
2. Hard costs (approximately \$30 million) – the cost to construct the facilities, based on historical bid costs and industry standards for public facilities.
3. Soft costs (approximately \$17 million) – an estimate of other costs that will be incurred in order to construct and occupy these facilities, including but not limited to taxes, design fees, studies, contingencies, permits, legal, insurance, furniture/fixtures/equipment, etc.

See Appendix D for the detailed cost estimates. This appendix also includes estimates for the 10-year population level projection of approximately 11,700.

Cost Estimates (2014 Dollars)

Costs to Serve Projected
19,200 Residents

Grand Total	\$48,194,543
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City Hall & Police

Site Development	\$ 1,241,544
Administrative	\$ 4,565,550
Court/Council/Lobby	\$ 2,268,000
Police Department	\$ 5,171,950
Energy Efficiency	\$ 1,168,676

City Hall & Police Total Construction Cost	\$ 14,415,720
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Public Works

Site Development	\$ 2,375,580
Shops	\$ 9,035,121
Covered Equipment Storage	\$1,756,724
Covered Materials Storage	\$ 473,741
Vehicle Fueling & Wash Station	\$ 1,648,647
Energy Efficiency	\$ 382,245

Public Works Total Construction Cost	\$ 15,672,058
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Total Land Acquisition Costs	\$ 1,150,000
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Total Soft Costs	\$ 16,956,765
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Estimates are based on design/bid/build contract procurement and do not include:

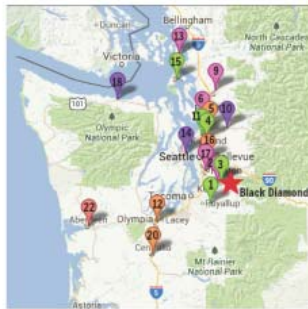
- Toxic soil/hazardous materials removal
- Alternative contracting premiums
- Wetland development/mitigation
- Mine hazard premiums
- Apparatus/vehicles/firing range equipment
- Off-site work (streets/signalization/sidewalks)
- Financing costs
- Firing Range Props/Targets/Equipment
- Escalation

APPENDICES

Appendix A: Comparable Cities Analysis

ACTIVITIES

Comparable cities identification



Most Comparable	
1	184 Bonney Lake
2	179 Covington
3	177 Maple Valley
4	174 Kenmore
5	170 Mill Creek
6	165 Mukilteo
7	164 Battle Ground
8	163 Camas

Somewhat Comparable	
9	157 Arlington
10	156 Monroe
11	147 Mountlake Terrace
12	146 Tumwater
13	144 Anacortes

Least Comparable	
14	124 Bainbridge Island
15	123 Oak Harbor
16	122 Mercer Island

Age	Percentage of respondents who self-identify as LGBT	City Name	Discipline Professor Cheng-chen Wu Comments	Percentage of respondents who self-identify as LGBT Wu and Wu 2016, p. 20	Percentage of respondents who self-identify as LGBT Hendricks et al. 2012, p. 20	Percentage of respondents who self-identify as LGBT Wu 2016, p. 20
18-24		Massachusetts		2	1	12
25-34		Black, Harvard campus		10	10	24
35-44		Black, Harvard campus		10	10	24
45-54		Harvard, 12000		10	10	24
55-64		Harvard, 12000		10	10	24
65+		Harvard, 12000		10	10	24
75+		Harvard, 12000		10	10	24
85+		Harvard, 12000		10	10	24
95+		Harvard, 12000		10	10	24
105+		Harvard, 12000		10	10	24
115+		Harvard, 12000		10	10	24
125+		Harvard, 12000		10	10	24
135+		Harvard, 12000		10	10	24
145+		Harvard, 12000		10	10	24
155+		Harvard, 12000		10	10	24
165+		Harvard, 12000		10	10	24
175+		Harvard, 12000		10	10	24
185+		Harvard, 12000		10	10	24
195+		Harvard, 12000		10	10	24
205+		Harvard, 12000		10	10	24
215+		Harvard, 12000		10	10	24
225+		Harvard, 12000		10	10	24
235+		Harvard, 12000		10	10	24
245+		Harvard, 12000		10	10	24
255+		Harvard, 12000		10	10	24
265+		Harvard, 12000		10	10	24
275+		Harvard, 12000		10	10	24
285+		Harvard, 12000		10	10	24
295+		Harvard, 12000		10	10	24
305+		Harvard, 12000		10	10	24
315+		Harvard, 12000		10	10	24
325+		Harvard, 12000		10	10	24
335+		Harvard, 12000		10	10	24
345+		Harvard, 12000		10	10	24
355+		Harvard, 12000		10	10	24
365+		Harvard, 12000		10	10	24
375+		Harvard, 12000		10	10	24
385+		Harvard, 12000		10	10	24
395+		Harvard, 12000		10	10	24
405+		Harvard, 12000		10	10	24
415+		Harvard, 12000		10	10	24
425+		Harvard, 12000		10	10	24
435+		Harvard, 12000		10	10	24
445+		Harvard, 12000		10	10	24
455+		Harvard, 12000		10	10	24
465+		Harvard, 12000		10	10	24
475+		Harvard, 12000		10	10	24
485+		Harvard, 12000		10	10	24
495+		Harvard, 12000		10	10	24
505+		Harvard, 12000		10	10	24
515+		Harvard, 12000		10	10	24
525+		Harvard, 12000		10	10	24
535+		Harvard, 12000		10	10	24
545+		Harvard, 12000		10	10	24
555+		Harvard, 12000		10	10	24
565+		Harvard, 12000		10	10	24
575+		Harvard, 12000		10	10	24
585+		Harvard, 12000		10	10	24
595+		Harvard, 12000		10	10	24
605+		Harvard, 12000		10	10	24
615+		Harvard, 12000		10	10	24
625+		Harvard, 12000		10	10	24
635+		Harvard, 12000		10	10	24
645+		Harvard, 12000		10	10	24
655+		Harvard, 12000		10	10	24
665+		Harvard, 12000		10	10	24
675+		Harvard, 12000		10	10	24
685+		Harvard, 12000		10	10	24
695+		Harvard, 12000		10	10	24
705+		Harvard, 12000		10	10	24
715+		Harvard, 12000		10	10	24
725+		Harvard, 12000		10	10	24
735+		Harvard, 12000		10	10	24
745+		Harvard, 12000		10	10	24
755+		Harvard, 12000		10	10	24
765+		Harvard, 12000		10	10	24
775+		Harvard, 12000		10	10	24
785+		Harvard, 12000		10	10	24
795+		Harvard, 12000		10	10	24
805+		Harvard, 12000		10	10	24
815+		Harvard, 12000		10	10	24
825+		Harvard, 12000		10	10	24
835+		Harvard, 12000		10	10	24
845+		Harvard, 12000		10	10	24
855+		Harvard, 12000		10	10	24
865+		Harvard, 12000		10	10	24
875+		Harvard, 12000		10	10	24
885+		Harvard, 12000		10	10	24
895+		Harvard, 12000		10	10	24
905+		Harvard, 12000		10	10	24
915+		Harvard, 12000		10	10	24
925+		Harvard, 12000		10	10	24
935+		Harvard, 12000		10	10	24
945+		Harvard, 12000		10	10	24
955+		Harvard, 12000		10	10	24
965+		Harvard, 12000		10	10	24
975+		Harvard, 12000		10	10	24
985+		Harvard, 12000		10	10	24
995+		Harvard, 12000		10	10	24
1005+		Harvard, 12000		10	10	24
1015+		Harvard, 12000		10	10	24
1025+		Harvard, 12000		10	10	24
1035+		Harvard, 12000		10	10	24
1045+		Harvard, 12000		10	10	24
1055+		Harvard, 12000		10	10	24
1065+		Harvard, 12000		10	10	24
1075+		Harvard, 12000		10	10	24
1085+		Harvard, 12000		10	10	24
1095+		Harvard, 12000		10	10	24
1105+		Harvard, 12000		10	10	24
1115+		Harvard, 12000		10	10	24
1125+		Harvard, 12000		10	10	24
1135+		Harvard, 12000		10	10	24
1145+		Harvard, 12000		10	10	24
1155+		Harvard, 12000		10	10	24
1165+		Harvard, 12000		10	10	24
1175+		Harvard, 12000		10	10	24
1185+		Harvard, 12000		10	10	24
1195+		Harvard, 12000		10	10	24
1205+		Harvard, 12000		10	10	24
1215+		Harvard, 12000		10	10	24
1225+		Harvard, 12000		10	10	24
1235+		Harvard, 12000		10	10	24
1245+		Harvard, 12000		10	10	24
1255+		Harvard, 12000		10	10	24
1265+		Harvard, 12000		10	10	24
1275+		Harvard, 12000		10	10	24
1285+		Harvard, 12000		10	10	24
1295+		Harvard, 12000		10	10	24
1305+		Harvard, 12000		10	10	24
1315+		Harvard, 12000		10	10	24
1325+		Harvard, 12000		10	10	24
1335+		Harvard, 12000		10	10	24
1345+		Harvard, 12000		10	10	24
1355+		Harvard, 12000		10	10	24
1365+		Harvard, 12000		10	10	24
1375+		Harvard, 12000		10	10	24
1385+		Harvard, 12000		10	10	24
1395+		Harvard, 12000		10	10	24
1405+		Harvard, 12000		10	10	24
1415+		Harvard, 12000		10	10	24
1425+		Harvard, 12000		10	10	24
1435+		Harvard, 12000		10	10	24
1445+		Harvard, 12000		10	10	24
1455+		Harvard, 12000		10	10	24
1465+		Harvard, 12000		10	10	24
1475+		Harvard, 12000		10	10	24
1485+		Harvard, 12000		10	10	24
1495+		Harvard, 12000		10	10	24
1505+		Harvard, 12000		10	10	24
1515+		Harvard, 12000		10	10	24
1525+		Harvard, 12000		10	10	24
1535+		Harvard, 12000		10	10	24
1545+		Harvard, 12000		10	10	24
1555+		Harvard, 12000		10	10	24
1565+		Harvard, 12000		10	10	24
1575+		Harvard, 12000		10	10	24
1585+		Harvard, 12000		10	10	24
1595+		Harvard, 12000		10	10	24
1605+		Harvard, 12000		10	10	24
1615+		Harvard, 12000		10	10	24
1625+		Harvard, 12000		10	10	24
1635+		Harvard, 12000		10	10	24
1645+		Harvard, 12000		10	10	24
1655+		Harvard, 12000		10	10	24
1665+		Harvard, 12000		10	10	24
1675+		Harvard, 12000		10	10	24
1685+		Harvard, 12000		10	10	24
1695+		Harvard, 12000		10	10	24
1705+		Harvard, 12000		10	10	24
1715+		Harvard, 12000		10	10	24
1725+		Harvard, 12000		10	10	24
1735+		Harvard, 12000		10	10	24
1745+		Harvard, 12000		10	10	24
1755+		Harvard, 12000		10	10	24
1765+		Harvard, 12000		10	10	24
1775+		Harvard, 12000		10	10	24
1785+		Harvard, 12000		10	10	24
1795+		Harvard, 12000		10	10	24
1805+		Harvard, 12000		10	10	24
1815+		Harvard, 12000		10	10	24
1825+		Harvard, 12000		10	10	24
1835+		Harvard, 12000		10	10	24
1845+		Harvard, 12000		10	10	24
1855+		Harvard, 12000		10	10	24
1865+		Harvard, 12000		10	10	24
1875+		Harvard, 12000		10	10	24
1885+		Harvard, 12000		10	10	24
1895+		Harvard, 12000		10	10	24
1905+		Harvard, 12000		10	10	24
1915+		Harvard, 12000		10	10	24
1925+		Harvard, 12000		10	10	24
1935+		Harvard, 12000		10	10	24
1945+		Harvard, 12000		10	10	24
1955+		Harvard, 12000		10	10	24
1965+		Harvard, 12000		10	10	24
1975+		Harvard, 12000		10	10	24
1985+		Harvard, 12000		10	10	24
1995+		Harvard, 12000		10	10	24
2005+		Harvard, 12000		10	10	24
2015+		Harvard, 12000		10	10	24
2025+		Harvard, 12000		10	10	24
2035+		Harvard, 12000		10	10	24
2045+		Harvard, 12000		10	10	24
2055+		Harvard, 12000		10	10	24
2065+		Harvard, 12000		10	10	24
2075+		Harvard, 12000		10	10	24
2085+		Harvard, 12000		10	10	24
2095+		Harvard, 12000		10	10	24
2105+		Harvard, 12000		10	10	24
2115+		Harvard, 12000		10	10	24
2125+		Harvard, 12000		10	10	24
2135+		Harvard, 12000		10	10	24
2145+		Harvard, 12000		10	10	24
2155+		Harvard, 12000		10	10	24
2165+		Harvard, 12000		10	10	24
2175+		Harvard, 12000		10	10	24
2185+		Harvard, 12000		10	10	24
2195+		Harvard, 12000		10	10	24
2205+		Harvard, 12000		10	10	24
2215+		Harvard, 12000				

COMPARABLE CITIES

What Is a “comparable city”?

A city that has characteristics today that are similar (“comparable”) to the characteristics that are forecast for Black Diamond in the future when the MPDs are built out.

COMPARABLE CITIES***Why use comparable cities?***

- Black Diamond needs a basis for estimating future government facilities.
- Method is used by Black Diamond for fiscal impact analysis.
- Method is reasonable predictor of future conditions.

COMPARABLE CITIES***Steps for identifying comparable cities***

1. Estimate build-out population
2. Identify cities \pm 20% estimated population
3. Collect data for 24 comparison factors
4. Establish thresholds of comparability for each factor
5. Evaluate & score each city's comparability compared to threshold for each factor
6. Rank cities by comparability
7. Select comparable city or cities for plan

IDENTIFYING COMPARABLE CITIES

1. Estimate build-out population

TYPE OF HOUSING	# OF HOUSING UNITS	PERSONS PER UNIT	TOTAL PERSONS
Single Family	4,530	2.70	12,231
Multi Family	1,520	1.85	2,812
Total MPDs	6,050		15,043
Current Population			4,170
Build-out Population: current + MPDs			19,213

IDENTIFYING COMPARABLE CITIES

2. Identify cities \pm 20% estimated population

POPULATION	TOTAL PERSONS
20% less than build-out	15,370
Build-out Population: Current + MPDs	19,213
20% more than build-out	23,056

IDENTIFYING COMPARABLE CITIES

2. Identify cities \pm 20% estimated population

IDENTIFYING COMPARABLE CITIES

3. Collect data for 24 comparison factors

16 PRIMARY FACTORS

Location (west or east)	Median household income
Population	Average household income
Employment	% living in poverty
Population + 50% of employment	Property value per capita
Average household size	Type of city
Population per square mile	% commute more than 30 minutes
% owner occupied housing	% change daytime population
Median value owner housing	% workers live and work same city

IDENTIFYING COMPARABLE CITIES

3. Collect data for 24 comparison factors

8 PRIMARY FACTORS

Median year housing built
Median age of residents
% not completed high school
Crime risk factor
Police officers/1,000 population (WA)
Police officers/1,000 population (BD)
Cost of living index
% unemployment

IDENTIFYING COMPARABLE CITIES

4. Establish thresholds of comparability for each factor

COMPARABILITY

Similar
Slightly different
Notably different
Very different

IDENTIFYING COMPARABLE CITIES

4. Example of thresholds of comparability

- Example: % Commute more than 30 minutes
- Relevance: high % making long commute = less daytime services compared to low % long commute
- Black Diamond currently @ 72% (which is higher than any of the 23 comparable cities)

IDENTIFYING COMPARABLE CITIES

4. Example of thresholds of comparability

BASLINE DATA	PERCENT TRAVEL TIME 30+ MIN
Black Diamond current	72%
Black Diamond buildout	not forecast
Average of 23 cities	39%

CITY NAME	PERCENT TRAVEL TIME 30+ MIN
Maple Valley	70%
Monroe	62%
Covington	61%
Bainbridge Island	61%
Bonney Lake	56%
Mill Creek	55%
Kenmore	51%
Arlington	50%
Battle Ground	50%

CITY NAME	PERCENT TRAVEL TIME 30+ MIN
Mountlake Terrace	48%
Mukilteo	45%
Tukwila	38%
Camas	32%
Anacortes	31%
Mercer Island	28%
Centralia	24%
Tumwater	23%
Sunnyside	23%
Oak Harbor	23%
Aberdeen	21%
Ellensburg	18%
Port Angeles	18%
Moses Lake	14%

IDENTIFYING COMPARABLE CITIES

5. Evaluate & score each city's comparability compared to threshold for each factor

COMPARABILITY	PRIMARY FACTOR	SECONDARY FACTOR
Similar	10	3
Slightly different	6	2
Notably different	2	1
Very different	0	0

IDENTIFYING COMPARABLE CITIES

6. Rank cities by comparability

RANK	SCORE (184 POSSIBLE)	CITY NAME
1	184	Bonney Lake
2	179	Covington
3	177	Maple Valley
4	174	Kenmore
5	170	Mill Creek
6	165	Mukilteo
7	164	Battle Ground
8	163	Camas

RANK	SCORE (184 POSSIBLE)	CITY NAME
9	157	Arlington
10	156	Monroe
11	147	Mountlake Terrace
12	146	Tumwater
13	144	Anacortes

RANK	SCORE (184 POSSIBLE)	CITY NAME
14	124	Bainbridge Island
15	123	Oak Harbor
16	122	Mercer Island
17	108	Tukwila
18	97	Port Angeles
19	90	Moses Lake
20	88	Centralia
21	86	Sunnyside
22	83	Aberdeen

Comparable Cities for Black Diamond Government Facilities Plan

Compare	Compare	Location	Location	Location	Type of City	Pop + Emp
Rank	Score (184 = comparable on all factors)	City Name	County	Western or Eastern Washington	AWC 2009 State of the Cities "cluster" designation	Population [2012]
		Source-->>	4	4	2	7
Baseline Data						
		Black Diamond current	King	West	residential	4,170
		Black Diamond buildout	King	West	residential	19,213
		Average of 23 cities				19,175
Comparison Benchmarks and Thresholds						
		Benchmark	none	East	Residential, Urban Outskirts or Mixed Resources	15,300 - 23,400
		Slightly different		East		
		Notably different		none		
		Very different		none		
Most Comparable						
1	184	Bonney Lake	Pierce	West	residential	17,730
2	179	Covington	King	West	residential	17,760
3	177	Maple Valley	King	West	residential	23,340
4	174	Kenmore	King	West	residential	21,020
5	170	Mill Creek	Snohomish	West	residential	18,450
6	165	Mukilteo	Snohomish	West	residential	20,360
7	164	Battle Ground	Clark	West	urban outskirts	17,920
8	163	Camas	Clark	West	residential	20,020
Somewhat Comparable						
9	157	Arlington	Snohomish	West	mixed resources	17,970
10	156	Monroe	Snohomish	West	small commercial center	17,390
11	147	Mountlake Terrace	Snohomish	West	residential	20,090
12	146	Tumwater	Thurston	West	mixed resources	17,900
13	144	Anacortes	Skagit	West	regional center	15,960
Least Comparable						
14	124	Bainbridge Island	Kitsap	West	residential	23,090
15	123	Oak Harbor	Island	West	medium commercial center	22,200
16	122	Mercer Island	King	West	residential	22,690
17	108	Tukwila	King	West	major commercial center	19,080
18	97	Port Angeles	Clallam	West	regional center	19,100
19	90	Moses Lake	Grant	East	regional center	20,950
20	88	Centralia	Lewis	West	regional center	16,670
21	86	Sunnyside	Yakima	East	urban outskirts	16,130
22	83	Aberdeen	Grays Harbor	West	rural commercial center	16,890
23	79	Ellensburg	Kittitas	East	regional center	18,320

Comparable Cities for Black Diamond Government Facilities Plan

Location	Pop + Emp	Pop + Emp	Housing	Housing	Income
City Name	Total Employment [2010]	Population + 50% of Employment [2012+2010]	Owner Occupied Units (WA = 62%) [2010]	Median Value Owner Housing (WA = 254,506) [2010]	Median Household Income (WA = 60,070) [2010]
Source-->>	13	14	6	6	6
Black Diamond current	455	4,397	86%	339,461	82,478
Black Diamond buildout	2,347	20,387	85%	298,492	not forecast
Average of 23 cities	8,251	23,436	66%	273,950	66,156
ss and Thresholds					
Benchmark	BD buildout (2,347)		70%	BD buildout (\$298,492)	BD current (\$82,478)
Slightly different	>3x		60-69%	0.55 - 0.66x	0.55 - 0.66x
Notably different	>4.5x		50-59%	0.50 - 0.55x	0.50 - 0.55x
Very different	>15x		< 50%	<0.50x or >1.5x	<0.50x or >1.1x
Bonney Lake	3,262	19,361	85%	273,451	84,576
Covington	5,840	20,680	90%	247,460	80,133
Maple Valley	3,995	25,338	87%	286,917	86,596
Kenmore	3,737	22,889	71%	390,325	82,834
Mill Creek	7,455	18,521	68%	377,193	88,612
Mukilteo	8,577	24,649	64%	381,675	87,727
Battle Ground	5,907	20,874	76%	198,619	59,875
Camas	6,626	23,333	78%	295,909	76,481
Arlington	10,815	23,377	65%	239,808	65,674
Monroe	7,687	21,233	69%	249,814	71,588
Mountlake Terrace	7,142	23,661	58%	223,743	64,195
Tumwater	5,042	20,421	56%	214,143	64,532
Anacortes	7,938	19,929	71%	344,892	60,023
Bainbridge Island	6,122	26,151	75%	519,096	97,936
Oak Harbor	6,888	25,644	49%	195,924	49,678
Mercer Island	7,899	26,640	77%	707,345	113,700
Tukwila	35,803	36,982	45%	216,575	52,298
Port Angeles	11,753	24,977	59%	170,534	44,991
Moses Lake	12,721	27,311	65%	161,572	45,275
Centralia	8,949	21,144	61%	162,919	37,564
Sunnyside	5,977	19,119	61%	121,740	38,739
Aberdeen	8,216	20,998	62%	133,294	39,832
Ellensburg	7,635	22,138	42%	187,907	28,729

Comparable Cities for Black Diamond Government Facilities Plan

Location	Income	Income	Income	Commute	Economy
City Name	Average Household Income (WA = 76,388) [2010]	Percent of Population Living in Poverty [2009]	Property Valuation per Capita [2009]	Travel Time 30+ min (WA = 39%) [2010]	Daytime Population Change due to Commuting
Source-->>	6	5	15	6	5
Black Diamond current	96,974	1%	153,874	72%	not available
Black Diamond buildout	not forecast	not forecast	129,410	not forecast	not forecast
Average of 23 cities	82,677	12%	155,649	39%	6%
Is and Thresholds					
Benchmark	BD current (\$96,974)	median of 23 cities (9.5%)	average of 23 cities (\$155,649)	BD current (72%)	0%
Slightly different	0.55 - 0.66x	10-12%	0.6-0.75x or 1.3-1.7x	0.51 - 0.67x	single digit positive %
Notably different	0.50 - 0.55x	13-19%	0.5-0.6x or 1.8-2.8x	0.34 - 0.50x	double digit positive %
Very different	<0.50x or >1.4x	>20%	<0.5x or >2.9x	<0.33x	triple digit positive %
Bonney Lake	91,497	5%	145,076	56%	-25%
Covington	89,133	4%	120,520	61%	-31%
Maple Valley	99,555	3%	123,744	70%	-29%
Kenmore	110,900	9%	163,650	51%	-29%
Mill Creek	113,724	6%	175,495	55%	-18%
Mukilteo	102,567	4%	207,107	45%	-18%
Battle Ground	66,034	10%	87,867	50%	-7%
Camas	90,705	5%	185,776	32%	11%
Arlington	70,902	10%	134,475	50%	35%
Monroe	79,866	9%	120,361	62%	15%
Mountlake Terrace	72,365	10%	114,655	48%	-20%
Tumwater	79,524	12%	147,963	23%	44%
Anacortes	78,648	7%	180,158	31%	6%
Bainbridge Island	137,871	6%	292,648	61%	-11%
Oak Harbor	60,549	9%	81,250	23%	4%
Mercer Island	180,140	4%	453,800	28%	-13%
Tukwila	66,077	24%	284,849	38%	136%
Port Angeles	55,633	18%	103,544	18%	14%
Moses Lake	56,820	17%	94,017	14%	17%
Centralia	51,835	22%	67,872	24%	15%
Sunnyside	49,968	28%	39,907	23%	7%
Aberdeen	51,206	20%	50,129	21%	19%
Ellensburg	46,045	41%	71,126	18%	14%

Comparable Cities for Black Diamond Government Facilities Plan

Location	Economy	Density	Density	Housing	Age
City Name	Workers Who Live and Work in Same City	Average Household Size (WA avg = 2.5) [2012]	Population per Sq. Mile [2012]	Median Year Housing Built (WA = 1981) [2010]	Median Resident Age (WA = 34.6) [2010]
Source-->>	5	9	12	6	6
Black Diamond current	not available	2.47	576	97	35.7
Black Diamond buildout	not forecast	2.48	2,641	15	not forecast
Average of 23 cities	33%	2.50	2,424	83	34.3
ts and Thresholds					
Benchmark	median of 23 cities (27%)	BD buildout (2.48)	mid-point of 23-city average and BD Buildout (2,533)	1980	average of 23 cities (34.5 years old)
Slightly different	1.5 - 2.0x	none	0.3-0.5x	none	< 0.8x or > 1.2x
Notably different	2.0 - 2.6x	>1.3x	> 2.0x	pre 1980	none
Very different	>2.7x	none	<0.3x	pre 1960	none
Bonney Lake	11%	2.72	1,925	93	32.8
Covington	11%	2.89	2,711	88	31.2
Maple Valley	14%	2.83	3,990	98	31.8
Kenmore	11%	2.41	3,446	82	37.8
Mill Creek	13%	2.30	3,884	94	35.6
Mukilteo	15%	2.37	3,316	95	34.6
Battle Ground	17%	2.95	2,520	96	28.9
Camas	27%	2.73	1,347	98	32.6
Arlington	28%	2.59	1,523	97	30.9
Monroe	28%	3.25	3,078	96	30.0
Mountlake Terrace	9%	2.31	5,048	68	31.8
Tumwater	22%	2.16	1,162	85	37.0
Anacortes	59%	2.05	1,213	82	45.3
Bainbridge Island	43%	2.17	720	86	44.1
Oak Harbor	49%	2.31	2,329	78	27.1
Mercer Island	22%	2.29	3,660	68	46.6
Tukwila	17%	2.47	2,078	68	32.7
Port Angeles	73%	2.05	1,828	67	39.9
Moses Lake	59%	2.42	1,177	86	34.3
Centralia	45%	2.25	2,238	71	35.4
Sunnyside	40%	3.49	2,589	71	27.9
Aberdeen	60%	2.30	1,398	54	36.1
Ellensburg	76%	2.29	2,573	78	24.4

Comparable Cities for Black Diamond Government Facilities Plan

Location	Education	Economy	Economy	Crime
City Name	Education: Not Complete H.S. (WA=9.88) [2010]	Cost of Living (US = 100) [Mar 2012]	Unemployment % (WA = 8.5%) [Aug 2012]	Crime Risk Factor (US = 100, WA = 128) {200 = dbl US; 50 = 1/2} [2010]
Source-->>	6	5	5	6
Black Diamond current	10%	111.5	7.4%	90
Black Diamond buildout	not forecast	not forecast	not forecast	not forecast
Average of 23 cities	10%	104.0	9.0%	106
ss and Thresholds				
Benchmark	average of 23 cities (10%)	median of 23 cities (109.2)	median of 23 cities (8.5%)	mid-point of 23-city median and BD current (94)
Slightly different	1.5 - 3.9x	none	none	1.3 - 1.5x
Notably different	<0.25x	0.91-0.95x or 1.05-1.09x	1.15 - 1.5x	1.5 - 2.0x
Very different	<4.0x	<0.9x or >1.1x	>1.5x	>2.1x
Bonney Lake	7%	109.1	9.4%	118
Covington	7%	111.6	7.4%	96
Maple Valley	7%	110.7	7.4%	123
Kenmore	5%	113.1	7.4%	97
Mill Creek	4%	113.5	8.3%	48
Mukilteo	3%	112.6	8.3%	64
Battle Ground	10%	100.6	9.6%	98
Camas	5%	100.0	9.6%	122
Arlington	10%	111.6	8.3%	62
Monroe	9%	112.0	8.3%	68
Mountlake Terrace	7%	113.1	8.3%	76
Tumwater	4%	107.4	8.2%	138
Anacortes	8%	101.2	9.3%	34
Bainbridge Island	2%	104.7	9.6%	91
Oak Harbor	7%	109.2	8.5%	53
Mercer Island	2%	118.5	7.4%	35
Tukwila	14%	111.9	7.4%	426
Port Angeles	12%	87.7	10.0%	27
Moses Lake	16%	83.6	9.1%	65
Centralia	17%	87.1	12.8%	144
Sunnyside	44%	93.7	10.0%	168
Aberdeen	15%	85.1	12.8%	183
Ellensburg	10%	93.2	8.9%	109

Comparable Cities for Black Diamond Government Facilities Plan

Location	Crime	Crime
City Name	Police Officers per 1,000 population (WA avg = 1.51) [2011] 23 city avg = benchmark	Police Officers per 1,000 population (WA avg = 1.51) [2011] BD = benchmark
Source-->>	5	5
Black Diamond current	2.13	2.13
Black Diamond buildout	not forecast	not forecast
Average of 23 cities	1.47	1.47
Is and Thresholds		
Benchmark	average of 23 cities (1.47)	BD now (2.13)
Slightly different	0.65- 0.70 or 0.90 - 0.95x	0.65- 0.70 or 0.90 - 0.95x
Notably different	0.51-0.65 or 1.3-2.2x	0.51-0.65 or 1.3-2.2x
Very different	<0.5x or >2.3x	<0.5x or >2.3x
Bonney Lake	1.53	1.53
Covington	0.95	0.95
Maple Valley	0.74	0.74
Kenmore	0.72	0.72
Mill Creek	1.24	1.24
Mukilteo	1.36	1.36
Battle Ground	1.18	1.18
Camas	1.17	1.17
Arlington	1.32	1.32
Monroe	1.76	1.76
Mountlake Terrace	1.38	1.38
Tumwater	1.36	1.36
Anacortes	1.50	1.50
Bainbridge Island	0.90	0.90
Oak Harbor	1.20	1.20
Mercer Island	1.34	1.34
Tukwila	3.45	3.45
Port Angeles	1.65	1.65
Moses Lake	1.64	1.64
Centralia	1.99	1.99
Sunnyside	1.92	1.92
Aberdeen	2.04	2.04
Ellensburg	1.46	1.46

Appendix B: State-of-the-Art Facilities

Sammamish Public Works

Size: 19,000 SF on two floors
Completion Date: 2011

The City of Sammamish Public Works department is focused on street maintenance, right-of-way improvements and storm sewer maintenance. Unlike the City of Black Diamond, Sammamish does not provide its own municipal drinking water and sanitary sewer services. The facility, which is located in a low-density residential neighborhood, also includes an emergency operations center.



Sammamish Public Works



Poulsbo City Hall

Size: 30,000 SF on three floors
Completion Date: 2010

Poulsbo City Hall provides a strong civic presence near the center of downtown. It includes a grand central space, well-designed council chambers, and abundant access to natural light across the open-floor plan office. The building includes the Police Department which occupies a space originally designed and intended for court uses (a funding effort for a separate police facility failed). As a result, the facility is not properly designed for prisoner transfers, records and equipment storage, evidence processing, and prisoner holdings.



Snoqualmie Public Works

Snoqualmie Public Works has administrative office space collocated with a working yard, shops and garage. The office area is generally oversized for the use. The site's location makes the working yard functionality and access constrained. Shops to support sewer services are isolated and inconveniently located.



Snoqualmie Police Department

The City of Snoqualmie Police Department facility is undersized, particularly with service expansions to North Bend that will increase space shortfalls. The Police Department has a 24-hour vestibule that allows the public unrestricted access to services without needing personnel occupying a service counter around the clock. Small meeting rooms near the front lobby allow for the public to have informal meetings with officers. An on-site shooting range provides for all-hours practice and fire-arm qualification testing.



Issaquah Police Department

The Police Department occupies the majority of the main level (with the exception of shared lobby and council chambers), and all of the lower level (City Hall is located on the upper floor). Generally, the facility is thoughtfully designed and provides a good level of functionality for the necessary services provided.

Beyond prisoner holding and interview rooms, the lower level of the facility contains a firing range. Design peculiarities create some problems with regular maintenance; however, the in-house range provides an efficient tool for meeting qualification and training requirements.

Over time, the department has noticed a decrease in storage needs for officer gear, especially with improvements in report filing methods, but increasing needs for evidence handling, processing and records storage.



Bainbridge Island City Hall

Size: 24,000 SF on two floors
Completion Date: 2000

Bainbridge Island City Hall contains Executive, Legislative, Finance and Administration, Planning & Community Development, and Public Works departments. The facility provides a good example of how to construct a context-sensitive civic building in an area dominated by residential-scale development. The building has a long and open central space that is pleasant but creates some issues related to security and customer flow. The facility also highlights how “1% for Art” projects should be implemented under careful consideration, particularly with regard to future building uses and flexibility.



Gig Harbor City Hall

Size: 35,053 SF on two floors
Completion Date: 2002

Gig Harbor City Hall has both positive and negative design aspects. There is a grand central space, but orientation is confusing for visitors. It is not always clear where departments are located within the facility. At the same time, the facility offers a multi-purpose community meeting room and a purpose-built police department. Other than its configuration, the facility also has key details that required attention after construction, such as HVAC and lighting and the degree of staff control over both.



North Bend Public Works

Size: 12,500 SF
Completion Date: 2002

North Bend’s Public Works facility offers generous administrative spaces that are colocated with a well organized working yard, garage and shops. Smaller hybrid spaces combining shops and offices were meant to be used as a “headquarters” for each division, but are predominantly used as office space only, diverging from the building’s initial conceptual design.



Appendix C: Facility Program

Summary

	Requirement to Serve Current Population	Requirement to Serve 11,700 Residents (SF)	Requirement to Serve 19,200 Residents (SF)
Administrative & Police Departments			
Executive & Administration	1,864	2,186	2,458
Finance	832	1,432	1,648
Community Development	861	1,616	1,832
Parks & Recreation	197	826	934
Public Works Admin	1,162	1,929	2,259
Municipal Court	717	1,181	1,322
Police Department	5,035	12,151	14,777
Common Areas	5,549	10,760	11,819
Admin. & Police Total Bldg. Area (GSF)	16,217	32,081	37,049
Building Footprint ¹	10,704	21,174	24,452
Parking and Outdoor Storage	15,527	29,891	41,636
Admin. & PD Site Area Subtotal (GSF)	26,231	51,065	66,089
Admin. & PD Landscape Buffers (35%)	9,181	17,872	23,131
Admin. & PD Site Area Total (GSF)	35,412	68,937	89,220
Admin. & PD Site Area Total (Acres rounded)			2

Note: ¹ 66% of Total Building Area; based on two-story construction.

		Requirement to Serve 11,700 Residents (SF)	Requirement to Serve 19,200 Residents (SF)
Public Works			
Indoor Spaces	15,644	26,999	31,778
Covered Storage (Non-heated)	14,210	23,795	28,115
Outdoor Storage	9,065	12,872	21,242
Parking	2,280	8,310	12,150
Landscape Areas & Buffers	14,420	25,192	32,650
Public Works Site Area Total (GSF)	55,619	97,168	125,935
Public Works Site Area Total (Acres rounded)			3

Combined Facility (Administrative, Police & Public Works) Grand Total

Site Area Grand Total (GSF)	91,031	166,105	215,155
Site Area Grand Total (Acres rounded)			5

Administrative & Police Department | Executive and City Administration

	Space/Use Required to Serve:					Area Required to Serve:			
	Existing Population	11,700 Residents	19,000 Residents		Standard (NSF)		Existing Population	11,700 Residents	19,200 Residents
Mayor	1	1	1	@	220	=	220	220	220
City Administrator	1	1	1	@	220	=	220	220	220
City Attorney	1	1	1	@	180	=	180	180	180
HR Manager	0	0.5	1	@	180	=	0	90	180
Asst. City Administrator/City Clerk	1	1	1	@	100	=	100	100	100
Deputy City Clerk/Records Info Specialist	1	1	1	@	80	=	80	80	80
Admin. Specialist II	1	1	2	@	80	=	80	80	160
IS Manager	1	1	1	@	80	=	80	80	80
Executive Assistant	0	0.5	1	@	80	=	0	80	80
IT Technician	0	0.5	1	@	64	=	0	32	64
Mayor reception area	1	1	1	@	150	=	150	150	150
IT work / equipment storage area	1	1	1	@	80	=	80	80	80
Customer counter	1	1	1	@	50	=	50	50	50
Active storage	3	6	6	@	12	=	36	72	72
High density files	1	1	1	@	45	=	45	45	45
Departmental work area	1	1	1	@	60	=	60	60	60
Executive & City Admin. Subtotal (NSF)							1,381	1,619	1,821
Net-to-Gross Factor (35%)							1.35	1.35	1.35
Executive & City Admin. Total (GSF)							1,864	2,186	2,458

Administrative & Police Department | Finance

Finance Director (CFO)	1	1	1	@	220	=	220	220	220
Deputy Finance Director (Fin. Ops Supv.)	1	1	1	@	180	=	180	180	180
Senior Accountant	0.75	1	1	@	100	=	75	100	100
Accounting Specialist III	0	0.5	1	@	80	=	0	80	80
Accounting Specialist II	0	1	2	@	80	=	0	80	160
Accounting Specialist I	0	1.5	3	@	80	=	0	160	240
Accountant	0	0.5	1	@	64	=	0	64	64
Active Storage	3	6	6	@	12	=	36	72	72
High density files	1	1	1	@	45	=	45	45	45
Departmental Work Area	1	1	1	@	60	=	60	60	60
Finance Subtotal (NSF)							616	1,061	1,221
Net-to-Gross Factor (35%)							1.35	1.35	1.35
Finance Total (GSF)							832	1,432	1,648

Administrative & Police Department | Community Development

	Space/Use Required to Serve:					Area Required to Serve:			
	Existing Population	11,700 Residents	19,000 Residents		Standard (NSF)	Existing Population	11,700 Residents	19,200 Residents	
Director	1	1	1	@	220	=	220	220	220
Senior Planner/Ntl Resources	0.5	1	1	@	100	=	50	100	100
Permit Center Supervisor/Coordinator	1	1	1	@	100	=	100	100	100
Building Official/ (Dev Review Eng)	0.15	1	1	@	100	=	15	100	100
Building Inspector	0.15	1	1	@	80	=	12	80	80
Associate Planner	0	1	1	@	80	=	0	80	80
Plans Examiner	0	0	1	@	80	=	0	0	80
Permit Technician	0	1	1	@	80	=	0	80	80
Code Enforcement Officer	0	1	1	@	80	=	0	80	80
GIS Analyst	0	1	2	@	80	=	0	80	160
Customer counter	1	1	1	@	100	=	100	100	100
Active storage	3	6	6	@	12	=	36	72	72
High density files	1	1	1	@	45	=	45	45	45
Departmental work area	1	1	1	@	60	=	60	60	60
Community Development Subtotal (NSF)							638	1,197	1,357
Net-to-Gross Factor (35%)							1.35	1.35	1.35
Community Development Total (GSF)							861	1,616	1,832

Administrative & Police Department | Parks and Recreation

Parks Director	0.5	1	1	@	220 =	110	220	220
Parks Asst. Director	0	1	1	@	80 =	0	80	80
Admin. Assistant	0	0	1	@	80 =	0	0	80
Recreation Programmer	0	0.5	1	@	80 =	0	80	80
Special Events Coordinator	0	1	1	@	100 =	0	100	100
Active Storage	3	6	6	@	12 =	36	72	72
Departmental Work Area	0	1	1	@	60 =	0	60	60
Parks & Recreation Subtotal (NSF)						146	612	692
Net-to-Gross Factor (35%)						1.35	1.35	1.35
Parks & Recreation Total (GSF)						197	826	934

Administrative & Police Department | Public Works Administration

	Space/Use Required to Serve:					Area Required to Serve:			
	Existing Population	11,700 Residents	19,000 Residents		Standard (NSF)	Existing Population	11,700 Residents	19,200 Residents	
City Engineer/Econ Dev Director	1	1	1	@	220	=	220	220	220
Public Works Director	1	1	1	@	220	=	220	220	220
Assistant Public Works Director	0		1	@	180	=	-	-	180
Asst. City Engineer	0	1	1	@	180	=	-	180	180
Facility Coordinator	1	1	1	@	100	=	100	100	100
Project manager	0	1	1	@	80	=	-	80	80
Support Services Coordinator	0	1	1	@	80	=	-	80	80
Transportation Supervisor	0	1	1	@	80	=	-	80	80
Custodian	0	1	1	@	64	=	-	64	64
Administrative Assistant	1	0	0	@	80	=	80	-	-
Admin. Specialist/ GIS tech.	0	2	3	@	64	=	-	128	192
Customer counter	1	1	1	@	100	=	100	100	100
Active Storage	3	6	6	@	12	=	36	72	72
High density files	1	1	1	@	45	=	45	45	45
Departmental Work Area	1	1	1	@	60	=	60	60	60
Public Works Admin. Subtotal (NSF)							861	1,429	1,673
Net-to-Gross Factor (35%)							1.35	1.35	1.35
Public Works Admin. Total (GSF)							1,162	1,929	2,259

Administrative & Police Department | Municipal Court

Municipal Court Judge	1	1	1	@	220	=	220	220
Court Administrator	1	1	1	@	180	=	180	180
Court Clerk II	0	0.5	1	@	80	=	0	80
Court Clerk I	0	1.5	3	@	64	=	0	128
Small meeting area (nook) (1-4 people)	0	1	1	@	40	=	0	40
Medium Capacity (5-10 people)	0	0	0	@	216	=	0	0
Large Capacity (16-20 people)	0	0	0	@	453	=	0	0
Customer counter	1	1	1	@	50	=	50	50
Active storage	3	6	6	@	12	=	36	72
High density files	1	1	1	@	45	=	45	45
Departmental work Area	0	1	1	@	60	=	0	60
Municipal Court Subtotal (NSF)							531	875
Net-to-Gross Factor (35%)							1.35	1.35
Municipal Court Total (GSF)							717	1,181

Administrative & Police Department | Police

	Space/Use Required to Serve:					Area Required to Serve:			
	Existing Population	11,700 Residents	19,000 Residents		Standard (NSF)		Existing Population	11,700 Residents	19,200 Residents
Police Personnel									
Police Chief	1	1	1	@	220	=	220	220	220
Administrative Assistant	0	1	1	@	100	=	-	100	100
Assistant Chief (Operations)	1	1	1	@	180	=	180	180	180
Assistant Chief (Administrative)	0	1	1	@	180	=	-	180	180
Sergeant (Patrol & Detective)	2	2	4	@	100	=	200	200	400
Patrol Officer	4	8	15	@	45	=	60	120	225
School Resource Officer	0	1	1	@	80	=	-	80	80
Detective	0	2	3	@	80	=	-	160	240
Community Service Officer	0	2	4	@	80	=	-	160	320
Special Projects/Public Service	0	1	1	@	80	=	-	80	80
Records Manager	1	1	1	@	100	=	100	100	100
Records Clerk	1	1	2	@	80	=	80	80	160
Property Custodian	0	1	1	@	80	=	-	80	80
Police Personnel Subtotal (NSF)							840	1,740	2,365
Police Mtg. & Conf. Spaces									
Small meeting area (nook) (1-4 people)	0	1	1	@	40	=	-	40	40
Medium meeting area (5-10 people)	1	1	1	@	216	=	216	216	216
Large Capacity (16-20 people) - Shared with EOC									
Police Mtg. & Conf. Subtotal (NSF)							216	256	256
Police Operational Space									
Interview rooms	1	2	3	@	80	=	80	160	240
Holding cell	3	3	3	@	70	=	210	210	210
Holding restroom	1	1	1	@	75	=	75	75	75
BAC room	1	1	1	@	75	=	75	75	75
Prisoner processing	0.5	1	1	@	200	=	100	200	200
Armory	0.5	1	1	@	200	=	100	200	200
Quiet room	0	1	1	@	100	=	-	100	100
Mud room	0	1	2	@	75	=	-	75	150
Police Ops. Space Subtotal (NSF)							640	1,095	1,250

	Space/Use Required to Serve:					Area Required to Serve:			
	Existing Population	11,700 Residents	19,200 Residents		Standard (NSF)		Existing Population	11,700 Residents	19,200 Residents
Police Support Space									
Secure records room	0.5	1	2	@	100	=	50	100	200
Lobby w/service counter	0.5	1	1	@	425	=	213	425	425
Fingerprinting	1	1	1	@	75	=	75	75	75
Lunch room/coffee/break room	0.5	1	1	@	350	=	175	350	350
Copy/mail room/production room	1	1	2	@	125	=	125	125	250
Computer room	1	1	1	@	108	=	108	108	108
Library (optional)	0	0	1	@	80	=	-	-	80
Firing Range	0	1	1	@	2500	=	-	2,500	2,500
Restrooms (M/F)	0.5	1	1	@	300	=	150	300	300
Lockers (M/F)	12	24	48	@	15	=	180	360	720
Showers (M/F)	0.5	1	1	@	175	=	88	175	175
Fitness room (optional)	0	1	1	@	125	=	-	125	125
Active Storage	3	6	6	@	12	=	36	72	72
High density files	1	1	1	@	45	=	45	45	45
Departmental Work Area	1	1	1	@	60	=	60	60	60
Police Department Support Subtotal (NSF)							1,304	4,820	5,485
Evidence Support Space									
Evidence transfer	1	1	1	@	65	=	65	65	65
Evidence processing area	1	1	1	@	60	=	60	60	60
Handsink/eyewash	1	1	1	@	15	=	15	15	15
Evidence lockers	0.75	1	1	@	100	=	75	100	100
Freezer	1	1	1	@	25	=	25	25	25
Refrigerator	1	1	1	@	25	=	25	25	25
Drying area	1	1	1	@	50	=	50	50	50
Fume hood	1	1	1	@	30	=	30	30	30
Super glue/dusting station	1	1	1	@	50	=	50	50	50
Evidence storage	1	2	4	@	250	=	250	500	1,000
Narcotics storage	0.5	1	1	@	120	=	60	120	120
Firearms storage	0.5	1	1	@	50	=	25	50	50
Police Evidence Support Subtotal (NSF)							730	1,090	1,590
Police Department Building Total (NSF)							3,730	9,001	10,946
Net-to-Gross Factor (35%)							1.35	1.35	1.35
Police Department Building Grand Total (GSF)							5,035	12,151	14,777

Administrative & Police Department | Common Areas

	Space/Use Required to Serve:						Area Required to Serve:		
	Existing Population	11,700 Residents	19,200 Residents		Standard (NSF)		Existing Population	11,700 Residents	19,200 Residents
Council and Public Areas									
Lobby w/directory & small exhibit space	1	2	2	@	250	=	250	500	500
Council chambers w/seating	1	1	1	@	1200	=	1,200	2,200	2,200
Council break-out room / Jury Room	0.66	1	1	@	325	=	215	325	325
Community Room / EOC	0	1	1	@	675	=	-	675	675
Councilmember work room	1	1	1	@	100	=	100	100	100
Chambers storage/AV support room	0	1	1	@	200	=	-	200	200
Public restroom (M and F) near lobby	1	2	2	@	100	=	100	200	200
Council & Public Areas Subtotal (NSF)							1,865	4,200	4,200
Departmental Support									
Small meeting area (nook) (1-5 people)	1	2	4	@	40	=	40	80	160
Medium meeting area (6-10 people)	1	2	2	@	216	=	216	432	432
Large Capacity (16-20 people)	0	1	1	@	453	=	-	453	453
Admin supply storage	1	2	4	@	50	=	50	100	200
Centralized archival storage (w/o police)	1	1.5	2	@	600	=	600	900	1,200
Lunch room	2	3	3	@	100	=	200	300	300
Coffee nook	1	1	2	@	60	=	60	60	120
Common Departmental Support Subtotal (NSF)							1,166	2,325	2,865
Building Support (Restrooms, Janitorial, etc.)									
Building Support Subtotal (NSF)							1,080	1,445	1,690
Common Areas Total (NSF)							4,111	7,970	8,755
Net-to-Gross Factor (35%)							1.35	1.35	1.35
Common Areas Grand Total (GSF)							5,549	10,760	11,819

Administrative & Police Department | Parking and Outdoor Storage

	Space/Use Required to Serve:					Area Required to Serve:			
	Existing Population	11,700 Residents	19,200 Residents		Standard (NSF)		Existing Population	11,700 Residents	19,200 Residents
City Hall Parking									
Planning - vehicles	1	2	3	@	250	=	250	500	750
City - vehicles	2	3	3	@	250	=	500	750	750
Engineering - vehicles	2	4	5	@	250	=	500	1,000	1,250
General staff	19	42	55	@	250	=	4,286	9,338	12,375
Visitor spaces	10	15	20	@	250	=	2,500	3,750	5,000
City Hall Parking Subtotal (NSF)							8,036	15,338	20,125
Net-to-Gross Factor (20%)							1.20	1.20	1.20
City Hall Parking Total (GSF)							9,644	18,405	24,150
Police Parking									
Chief's vehicle	1	1	1	@	250	=	250	250	250
Detective vehicles	0	2	3	@	250	=	-	500	750
Patrol cars	4	8	25	@	250	=	1,000	2,000	6,250
General staff	5	12	7	@	250	=	1,125	2,700	1,575
Unmarked Vehicles	1	2	2	@	250	=	250	500	500
Visitor spaces	2	4	6	@	250	=	500	1,000	1,500
Police Parking Subtotal (NSF)							3,125	6,950	10,825
Net-to-Gross Factor (20%)							1.20	1.20	1.20
Police Parking Total (GSF)							3,750	8,340	12,990
Police Outdoor Storage									
Large Property Storage	1	1	1	@	300	=	300	300	300
Large Boat & Trailer	1	1	1	@	480	=	480	480	480
Small Boat & Trailer	1	1	1	@	300	=	300	300	300
Vehicle bays - enclosed	1	2	4	@	250	=	250	500	1,000
Vehicle stalls - yard	1	3	5	@	250	=	250	750	1,250
Police Outdoor Subtotal (NSF)							1,580	2,330	3,330
Net-to-Gross Factor (35%)							1.35	1.35	1.35
Police Outdoor Total (GSF)							2,133	3,146	4,496
Administrative & Police Parking & Outdoor Storage Grand Total (GSF)							15,527	29,891	41,636

Public Works | Indoor Spaces

	Space/Use Required to Serve:					Area Required to Serve:			
	Existing Population	11,700 Residents	19,200 Residents		Standard (NSF)	Existing Population	11,700 Residents	19,200 Residents	
PW Offices									
Utility Supervisor	1	1	1	@	100	=	100	100	100
Utility Worker	1	0	0	@	0	=	-	-	-
Public Utility Operator	1	0	0	@	100	=	80	-	-
Crew Leader - Water (Superintendent)	0	1	1	@	100	=	-	100	100
Crew Leader - Sewer (Superintendent)	0	1	1	@	100	=	-	100	100
Crew Leader - Streets & Storm (Super.)	0	1	1	@	100	=	-	100	100
Crew Leader - Parks	0	1	1	@	80	=	-	80	80
Maintenance Workers	0	11	22	@	0	=	-	-	-
Maintenance Worker - Parks	0	1	1	@	0	=	-	-	-
Seasonal Field Worker I	1	1	1	@	0	=	-	-	-
Seasonal Field Worker II	0	1	1	@	0	=	-	-	-
Shared cubicles for Workers Above				@	64	=	64	224	400
Receptionist/Clerical worker	0	1	1	@	64	=	-	64	64
Meter Reader	0	1	2	@	64	=	-	64	45
Mechanic	0	1	1	@	64	=	-	64	64
Maintenance Worker-Facilities	0	1	1	@	64	=	-	64	64
Public Works Offc. Subtotal (NSF)	4	23	35				244	960	1,117

PW Common Equipment (Admin)									
Customer counter	1	1	1	@	100	=	100	100	100
Photocopier - medium	1	1	1	@	40	=	40	40	40
Hanging files	2	2	3	@	18	=	36	36	54
Drafting table/work table	1	1	1	@	68	=	68	68	68
Bookcase	10	20	40	@	16	=	160	160	320
Recycle bin	1	1	1	@	12	=	12	12	12
Coffee station	1	1	2	@	60	=	60	60	120
PW Common Equipment Subtotal (NSF)							476	476	714

	Space/Use Required to Serve:					Area Required to Serve:			
	Existing Population	11,700 Residents	19,200 Residents		Standard (NSF)		Existing Population	11,700 Residents	19,200 Residents
PW Workroom/Lunchroom/Training									
Lunch room	8	10	10	@	20	=	160	300	300
Training room/conference room	0.5	1	1	@	480	=	240	480	480
Audio/visual storage	1	1	1	@	80	=	80	80	80
Storage (tables/chairs)	1	1	2	@	60	=	60	60	120
Crew locker room (M/F full-time)	15	23	46	@	15	=	225	415	830
Crew locker room (M/F seasonal)	8	8	12	@	15	=	120	150	225
Vending machines (each)	2	2	4	@	15	=	30	30	60
Mud room/hazardous materials	1	1	2	@	80	=	80	80	160
Washer/dryer area	1	1	1	@	50	=	50	50	50
PW Workroom/Lunchroom Subtotal (NSF)							1,045	1,645	2,305
PW Shops									
Water work/storage area	1	3	4	@	1224	=	1,224	3,672	4,896
Water secure tool storage	1	1	1	@	400	=	400	400	400
Water workstations in shop	2	3	6	@	120	=	240	360	720
Water/sewer telemetry	1	1	1	@	120	=	120	120	120
Sewer work/storage area	1	3	4	@	1224	=	1,224	3,672	4,896
Sewer secure tool storage	1	1	1	@	400	=	400	400	400
Sewer workstations (in shop)	3	6	6	@	120	=	360	720	720
Street/storm work/storage area	1	1	1	@	1224	=	1,224	1,224	1,224
Street/storm secure tool storage	1	2	2	@	400	=	400	800	800
Street/storm workstations (in shop)	1	1	2	@	120	=	120	120	240
Meter work/storage area	0.5	1	1	@	550	=	275	550	550
Meter/reader test room	1	1	1	@	400	=	400	400	400
Sign shop work area	1	1	1	@	550	=	550	550	550
Electric work/storage area	1	1	1	@	550	=	550	550	550
Carpentry/welding shop	1	1	1	@	550	=	550	550	550
Custodial functions	0.5	1	1	@	550	=	275	550	550
Hazardous materials	0.5	1	1	@	160	=	80	160	160
Flammables	0.5	1	1	@	160	=	80	160	160
PW Enclosed Shops Subtotal (NSF)							8,472	14,958	17,886

	Space/Use Required to Serve:					Area Required to Serve:			
	Existing Population	11,700 Residents	19,200 Residents		Standard (NSF)		Existing Population	11,700 Residents	19,200 Residents
PW Garage (Heated)									
Mechanic office	0.5	1	1	@	100	=	50	100	100
Auto parts	0.5	1	1	@	240	=	120	240	240
Vehicle maintenance bays	1	3	3	@	420	=	420	1,260	1,260
Vehicle maintenance bays (w/welding)	1	1	1	@	420	=	420	420	420
Truck maintenance bay (2 ton hoist)	1	1	1	@	420	=	420	420	420
Truck maintenance bay (pit work area)	1	1	1	@	420	=	420	420	420
Water - vactor trucks	1	1	1	@	350	=	350	350	350
Water - spray rig-pesticide	1	1	1	@	300	=	300	300	300
Street - pothole patch	1	1	1	@	300	=	300	300	300
Street - sweeper	0	1	1	@	350	=	-	350	350
Street - snow plow/sander	0	1	1	@	300	=	-	300	300
PW Enclosed Garage Subtotal (NSF)							2,800	4,460	4,460
Public Works Indoor Space Subtotal (NSF)							13,037	22,499	26,482
Net-to-Gross Factor (20%)							1.20	1.20	1.20
Public Works Indoor Grand Total (GSF)							15,644	26,999	31,778

Public Works | Covered Equipment & Material Storage (Non-heated)

	Space/Use Required to Serve:					Area Required to Serve:			
	Existing Population	11,700 Residents	19,000 Residents		Standard (NSF)	Existing Population	11,700 Residents	19,000 Residents	
PW Equipment									
Emergency operations	1	1	1	@	576	=	576	576	576
Misc. signs/equipment	0.5	1	1	@	600	=	300	600	600
Sewer - generators	1	1	1	@	300	=	300	300	300
Water - service box truck	2	3	4	@	250	=	500	750	1,000
Water - flatbed truck	1	2	4	@	250	=	250	500	1,000
Water - loader backhoe	1	2	2	@	200	=	200	400	400
Water - pickups	3	10	12	@	250	=	750	2,500	3,000
Water - dump trucks	1	2	2	@	300	=	300	600	600
Water - misc trailers	1	2	2	@	200	=	200	400	400
Sewer - generators	1	1	1	@	300	=	300	300	300
Sewer - dump trucks	1	1	1	@	300	=	300	300	300
Sewer - backhoe	1	1	1	@	250	=	250	250	250
Sewer - pickups	1	2	2	@	250	=	250	500	500
Street - slope mower	1	1	1	@	300	=	300	300	300
Street - bucket truck	1	1	1	@	300	=	300	300	300
Street - hydraulic sander	1	2	2	@	350	=	350	700	700
Street - tractor	1	2	2	@	300	=	300	600	600
Street - CC10 roller	1	1	1	@	200	=	200	200	200
Street - chipper	1	1	1	@	200	=	200	200	200
Street - backhoe	1	1	2	@	200	=	200	200	400
Street - dump truck	1	1	1	@	300	=	300	300	300
Street - flatbed oil distributor	1	1	1	@	300	=	300	300	300
Street - huber grader	0	1	1	@	350	=	-	350	350
Street - mini-grader	1	1	1	@	300	=	300	300	300
Street - LED message board	1	1	1	@	200	=	200	200	200
Street - pickups	0	1	2	@	250	=	-	250	500
Street - drive under sand beds	0	1	1	@	350	=	-	350	350
Fleet - vehicles to be maintained	2	4	5	@	250	=	500	1,000	1,250
Equipment Rental - vehicles	3	4	5	@	250	=	750	1,000	1,250
Covered Equipment Storage Subtotal (NSF)							8,676	14,526	16,726

	Space/Use Required to Serve:						Area Required to Serve:		
	Existing Population	11,700 Residents	19,000 Residents		Standard (NSF)		Existing Population	11,700 Residents	19,000 Residents
PW Covered Materials									
Sand	0.25	1	2	@	2,000	=	500	1,000	2,000
Cold mix	1	1	1	@	200	=	200	200	200
Bark	1	1	1	@	200	=	200	200	200
Top soil	1	1	1	@	200	=	200	200	200
Debris - recyclable storage	0.5	1	1	@	400	=	200	400	400
Water pipe pvc	0.5	1	1	@	400	=	200	400	400
Water valve storage	0.5	1	1	@	400	=	200	400	400
Sewer pipe		1	1	@	-	=	-	-	-
HDPE/PVC pipe (4-16 inch)	0.5	1	1	@	300	=	150	300	300
PW Covered Materials Subtotal (NSF)							1,850	3,100	4,100
PW Covered Equipment & Materials Storage Total (NSF)							10,526	17,626	20,826
Net-to-Gross Factor (35%)							1.35	1.35	1.35
PW Covered Equipment & Materials Storage Total (GSF)							14,210	23,795	28,115

Public Works | Outdoor Uncovered Storage

	Space/Use Required to Serve:					Area Required to Serve:			
	Existing Population	11,700 Residents	19,000 Residents		Standard (NSF)		Existing Population	11,700 Residents	19,000 Residents
PW Uncovered Materials									
Gravel	0.25	0.5	1	@	700	=	175	175	700
Rock	0.5	1	1	@	200	=	100	200	200
Rip rap	0.5	1	1	@	200	=	100	200	200
Culvert	0.5	1	1	@	200	=	100	200	200
Guard rails	0.5	1	1	@	200	=	100	200	200
Debris	0.5	1	1	@	1000	=	500	500	1,000
Chip seal	0.25	0.5	1	@	2500	=	625	625	2,500
Water manhole storage	0.5	1	1	@	400	=	200	400	400
Street/storm manhole, misc.	0.5	1	1	@	400	=	200	400	400
PW Uncovered Materials Subtotal (NSF)							2,100	2,900	5,800
PW Yard Area									
Vehicle clean-out/pre-wash	0.5	1	1	@	840	=	420	840	840
Vehicle wash rack	1	1	1	@	840	=	840	840	840
1000 gallon diesel fuel tank	1	1	1	@	75	=	75	75	75
Drive-through fueling station	1	1	1	@	600	=	600	600	600
Sewer dump bin	0.5	1	1	@	1600	=	800	1,600	1,600
Street sweepage bin	0.5	1	1	@	1600	=	800	1,600	1,600
Dewatering/decanting	1	1	1	@	300	=	300	300	300
Loading ramp - sander	1	1	1	@	480	=	480	480	480
Dumpster - Waste pickup	1	1	12	@	300	=	300	300	3,600
PW Yard Area Subtotal (NSF)							4,615	6,635	9,935
Public Works Outdoor Uncovered Storage Total (NSF)							6,715	9,535	15,735
Net-to-Gross Factor (35%)							1.35	1.35	1.35
Public Works Outdoor Uncovered Storage Area Subtotal (GSF)							9,065	12,872	21,242

Public Works | Parking

	Space/Use Required to Serve:					Area Required to Serve:			
	Existing Population	11,700 Residents	19,000 Residents		Standard (NSF)	Existing Population	11,700 Residents	19,000 Residents	
Public Works - vehicles	2	3	3	@	250 =	500	750	750	
General staff	4	23	35	@	250 =	900	5,175	7,875	
Visitor spaces	2	4	6	@	250 =	500	1,000	1,500	
Public Works Parking Subtotal (NSF)						1,900	6,925	10,125	
Net-to-Gross Factor (20%)						1.20	1.20	1.20	
Public Works Parking Total (GSF)						2,280	8,310	12,150	

Public Works Site Area + Landscape Buffers

	Area Required		
	Existing Population	11,700 Residents	19,000 Residents
Public Works Site Area Total (GSF)	41,200	71,976	93,286
Landscape Buffers (35%)	1.35	1.35	1.35
Public Works Site Area Grand Total (GSF)	55,619	97,168	125,935

Appendix D: Cost Estimates

Construction Costs to Serve 19,200 Residents

		Unit	Unit Cost	Sub Total
City Hall	16,602	SF	\$ 275	\$ 4,565,550
Court/Council/Lobby	5,670	SF	\$ 400	\$ 2,268,000
Police Department	14,777	SF	\$ 350	\$ 5,171,950
Site Development - City Hall	2.04	AC	\$ 608,600	\$ 1,241,544
Public Works Shops Building	31,778	SF	\$ 284	\$ 9,035,121
Covered Equipment Storage- Open/Unheated	22,580	SF	\$ 78	\$ 1,756,724
Covered Materials Storage - Open/Unheated	5,535	SF	\$ 86	\$ 473,741
Site Development - Public Works	2.89	AC	\$ 822,000	\$ 2,375,580
Vehicle Fueling and Wash Station	6,300	SF	\$ 262	\$ 1,648,647
Sustainability/Green Premium (LEED Gold)	2.5	PCt	\$28,536,857	\$ 713,421
Ground Source Heat Exchange	1	LS	\$ 750,000	\$ 750,000
Vehicle Charging Stations	10	EA	\$ 8,750	\$ 87,500

TOTAL CONSTRUCTION COST (Jan 2014 COST)

\$ 30,087,778

Estimate is based on Design/Bid/Build Contract Procurement

EXCLUSIONS:

Washington State Sales Tax	Wetlands Development/Mitigation
Architect/Engineer Fees	Site Acquisition
Construction Contingency (Owners Portion)	Aparatus/Vehicles
Testing & Inspection	Legal
Permits	Builders Risk Insurance
1% for Art	Moving/Relocation Costs
Firing Range Props/Targets/Equipment	Off-Site Work (Streets/Signalaton)
Toxic Soil/Hazardous Materials Removal	Escalation
Construction Management/Administration/Pre-Construction Services	
GC/CM Contract Premiums (Add Approximately 10%)	

Project Cost Summary to Serve 19,200 Residents

City Hall/Police/Courts	37,049 SF
Public Works	31,778 SF
Covered Equip/Mat Storage	28,115 SF
Site (Combined rounded)	5 ACRE

Land Acquisition

City Hall Land (rounded)	2 AC	\$	1,000,000
Public Works Land (rounded)	3 AC	\$	150,000
Total Land Cost		\$	1,150,000

Government Facilities Plan - Construction Cost (Jan. 2014) **\$ 30,087,778**

Washington State Sales Tax	8.60%	\$	2,587,549
Architect/Engineer Fees	12.00%	\$	3,610,533
Owner Consultants (Geotech, Survey, Due Diligence)	3.00%	\$	902,633
Construction Contingency + WSST	10.00%	\$	3,267,533
Testing & Inspection	1.50%	\$	451,317
Permits	1.00%	\$	300,878
1% for Art	1.00%	\$	300,878
Construction Management/Administration	4.00%	\$	1,203,511
Legal	0.50%	\$	150,439
Builders Risk Insurance	0.75%	\$	225,658
Moving/Relocation Costs		\$	50,000
Furnishings & Equipment (68571 sf x 15.00 + WSST)	4.00%	\$	1,203,511
Shops/Vehicle/Warehouse Equip Allowance		\$	2,058,000
Technology Cabling and Equipment	0.50%	\$	150,439
Soft Cost Contingency	3.00%	\$	493,886
Total Soft Costs		\$	16,956,765

Total Project Cost (Jan. 2014) **\$ 48,194,543**

Estimate is based on Design/Bid/Build Contract Procurement

EXCLUSIONS:

Firing Range Props/Targets/Equipment	Mine Hazard Premiums
Toxic Soil/Hazardous Materials Removal	Aparatus/Vehicles
Alternative Contracting Premiums	Off-Site Work (Streets/Signalization/Sidewalks)
Wetlands Development/Mitigation	Financing Costs
Escalation	

Construction Costs to Serve 11,700 Residents

		Unit	Unit Cost	Sub Total
City Hall	14,260	SF	\$ 275	\$ 3,921,500
Court/Council/Lobby	5,670	SF	\$ 400	\$ 2,268,000
Police Department	12,151	SF	\$ 350	\$ 4,252,850
Site Development - City Hall	2.04	AC	\$ 608,600	\$ 1,241,544
Public Works Shops Building	26,999	SF	\$ 284	\$ 7,676,356
Covered Equipment Storage - Open/Unheated	19,610	SF	\$ 78	\$ 1,525,658
Covered Materials Storage - Open/Unheated	4,185	SF	\$ 86	\$ 358,194
Site Development - Public Works	2.89	AC	\$ 822,000	\$ 2,375,580
Vehicle Fueling and Wash Station	6,300	SF	\$ 262	\$ 1,648,647
Sustainability/Green Premium (LEED Gold)	2.5	PCt	\$25,268,329	\$ 631,708
Ground Source Heat Exchange	1	LS	\$ 750,000	\$ 750,000
Vehicle Charging Stations	10	EA	\$ 8,750	\$ 87,500
TOTAL CONSTRUCTION COST (Jan 2014 COST)				\$ 26,737,537

Estimate is based on Design/Bid/Build Contract Procurement

EXCLUSIONS:

Washington State Sales Tax	Wetlands Development/Mitigation
Architect/Engineer Fees	Site Acquisition
Construction Contingency (Owners Portion)	Aparatus/Vehicles
Testing & Inspection	Legal
Permits	Builders Risk Insurance
1% for Art	Moving/Relocation Costs
Firing Range Props/Targets/Equipment	Off-Site Work (Streets/Signalization)
Toxic Soil/Hazardous Materials Removal	Escalation
Construction Management/Administration/Pre-Construction Services	
GC/CM Contract Premiums (Add Approximately 10%)	

Project Cost Summary to Serve 11,700 Residents

City Hall/Police/Courts	32,081 SF
Public Works	26,999 SF
Covered Equip/Mat Storage	23,795 SF
Site (Combined rounded)	5 ACRE

Land Acquisition

City Hall Land (rounded)	2 AC	\$ 1,000,000
Public Works (rounded)	3 AC	\$ 150,000
Total Land Cost		\$ 1,150,000

Government Facilities Plan - Construction Cost (Jan. 2014) \$ 26,737,537

Washington State Sales Tax	8.60%	\$ 2,299,428
Architect/Engineer Fees	12.00%	\$ 3,208,504
Owner Consultants (Geotech, Survey, Due Diligence)	3.00%	\$ 802,126
Construction Contingency + WSST	10.00%	\$ 2,903,697
Testing & Inspection	1.50%	\$ 401,063
Permits	1.00%	\$ 267,375
1% for Art	1.00%	\$ 267,375
Construction Management/Administration	4.00%	\$ 1,069,501
Legal	0.50%	\$ 133,688
Builders Risk Insurance	0.75%	\$ 200,532
Moving/Relocation Costs		\$ 50,000
Furnishings & Equipment (58932 sf x 15.00 + WSST)	4.00%	\$ 1,069,501
Shops/Vehicle/Warehouse Equip Allowance		\$ 2,058,000
Technology Cabling and Equipment	0.50%	\$ 133,688
Soft Cost Contingency	3.00%	\$ 445,934
Total Soft Costs		\$ 15,310,413

Total Project Cost (Jan. 2014) \$ 43,197,950

Estimate is based on Design/Bid/Build Contract Procurement

EXCLUSIONS:

Firing Range Props/Targets/Equipment	Mine Hazard Premiums
Toxic Soil/Hazardous Materials Removal	Aparatus/Vehicles
Alternative Contracting Premiums	Off-Site Work (Streets/Signalization/Sidewalks)
Wetlands Development/Mitigation	Financing Costs
Escalation	

City Hall/Police Station Construction Components

The cost methodology shown below differs from that shown on the previous pages but was performed as a check for the average hard cost of \$324.00 per square foot for the City Hall/Police Station facility. The calculations in this appendix provide further detail about the cost divisions that constitute a facility (e.g. HVAC, roofing, plumbing etc.). The estimated

construction cost of \$289.71 per square foot shown below rises to \$327.01 when design contingency and contractor's overhead and profit are added. Costs are derived using project and component costs from similar projects and are based on prevailing wage public projects

ITEM	DESCRIPTION	QUANTITY UNIT	UNIT COST	TOTAL	\$/SF
A10	FOUNDATIONS				
01000	PREMIUM SALLYPORT/THICKENED SLABS	2,500 SF	2.50	6,250	
03000	SLAB ON GRADE/GRAVEL/VAPOR BARRIER	21,715 SFA	6.35	137,890	
03000	STANDARD FOUNDATIONS	21,715 SFA	12.50	271,438	
03300	ELEVATOR PIT	1 LS	12,500	12,500	
A10	FOUNDATIONS	DIVISION TOTAL		428,078	11.63
B10	SUPERSTRUCTURE				
05000	STEEL FLOOR STRUCTURE/DECK/TOPPING	15,078 SFA	29.88	450,531	
05120	OVERHANGS/COVERED AREA/CANOPIES	5,500 SFA	19.05	104,775	
05120	STEEL ROOF STRUCTURE/BEAMS/OW JOISTS/DECK	21,715 SFA	19.05	413,671	
B10	SUPERSTRUCTURE	DIVISION TOTAL		968,976	26.34
B20	EXTERIOR CLOSURE				
07000	EXTERIOR WALLS	36,793 SFA	28.06	1,032,412	
08000	EXT DOORS/FRAME/Hardware/ENTRIES	36,793 SFA	1.15	42,312	
08000	EXTERIOR OH DOORS	2 EA	5,500	11,000	
08500	EXTERIOR WINDOWS	36,793 SFA	18.15	667,793	
B20	EXTERIOR CLOSURE	DIVISION TOTAL		1,753,516	47.66
B30	ROOFING				
07330	SLOPED ROOFING/INSUL/SHEETMETAL	27,215 SF	18.50	503,478	
B30	ROOFING	DIVISION TOTAL		503,478	13.68
C10	INTERIOR CONSTRUCTION				
08000	INTERIOR DOORS/FRAME/HARDWARE	36,793 SFA	5.50	202,362	
09250	PARTITIONS - STANDARD OFFICES	36,793 SFA	12.50	459,913	
09250	PREM POLICE INTERIORS	3,800 SFA	6.50	24,700	
09250	PREM. COUNCIL/COURT	5,670 SFA	8.00	45,360	
10000	FITTINGS/MISC SPECIALTIES-BASIC	36,793 SFA	3.50	128,776	
10000	FITTINGS/MISC SPECIALTS - PREM POLICE	3,800 SFA	5.00	19,000	
C10	INTERIOR CONSTRUCTION	DIVISION TOTAL		880,110	23.92
C20	STAIRS				
05000	STAIRS W/RAILS	2 FLT	12,500	25,000	
C20	STAIRS	DIVISION TOTAL		25,000	0.68

ITEM	DESCRIPTION	QUANTITY	UNIT	UNIT COST	TOTAL	\$/SF
C30	INTERIOR FINISHES					
09000	FLOOR FINISHES - PREM COURT/COUNCIL	5,670	SFA	5.00	28,350	
09000	FLOOR FINISHES-BASIC	36,793	SFA	7.50	275,948	
09000	WALL FINISHES - BASIC	36,793	SFA	6.50	239,155	
09000	WALL FINISHES - PREM. COURT/COUNCIL	5,670	SF	5.50	31,185	
09000	WALL FINISHES-PREM POLICE	3,800	SFA	2.50	9,500	
09500	CEILING FINISHES - BASIC	36,793	SFA	5.25	193,163	
09500	CEILING FINISHES- PREM COURT/COUNCIL	5,670	SFA	5.50	31,185	
C30	INTERIOR FINISHES		DIVISION TOTAL		808,485	21.97
D10	CONVEYING SYSTEMS					
14000	ELEVATOR 2-STOP	1	LS	65,000	65,000	
D10	CONVEYING SYSTEMS		DIVISION TOTAL		65,000	1.77
D20	PLUMBING					
15000	PLUMBING	36,793	SFA	9.50	349,534	
D20	PLUMBING		DIVISION TOTAL		349,534	9.50
D30	HVAC					
15500	HVAC	36,793	SFA	42.00	1,545,306	
D30	HVAC		DIVISION TOTAL		1,545,306	42.00
D40	FIRE PROTECTION					
15000	FIRE PROTECTION SYSTEM	36,793	SFA	4.50	165,569	
D40	FIRE PROTECTION		DIVISION TOTAL		165,569	4.50
D50	ELECTRICAL					
16000	ELECTRICAL	36,793	SFA	35.00	1,287,755	
D50	ELECTRICAL		DIVISION TOTAL		1,287,755	35.00
E10	EQUIPMENT					
11000	BUILDING EQUIPMENT/APPLIANCES	36,793	SFA	1.50	55,190	
E10	EQUIPMENT		DIVISION TOTAL		55,190	1.50
E20	FURNISHINGS					
12000	CASEWORK - PREM COURT/COUNCIL	5,670	SFA	15.00	85,050	
12000	CASEWORK - PREM POLICE	3,800	SFA	2.50	9,500	
12000	CASEWORK- BASIC	36,793	SFA	3.50	128,776	
E20	FURNISHINGS		DIVISION TOTAL		223,326	6.07
F10	SPECIAL CONSTRUCTION					
01000	PREMIUM FIRING RANGE CONSTRUCTION	1	LS	900,000	900,000	
	EXCLUDES PROPS					
F10	SPECIAL CONSTRUCTION		DIVISION TOTAL		900,000	24.46
Z10	GENERAL REQUIREMENTS					
01000	BUILDING AREA	36,793	SF			
01000	GENERAL CONDITIONS	14	MO	50,000	700,000	
Z10	GENERAL REQUIREMENTS		DIVISION TOTAL		700,000	19.03
			ESTIMATE SUBTOTAL		10,659,321	289.71

Site Development Components

ITEM	DESCRIPTION	QUANTITY	UNIT	UNIT COST	TOTAL	\$/SF
G10	SITE PREPARATION					
02000	SITE AREA - OVERALL	2	AC			
02000	SITE CLEARING-FORESTRY BY OTHERS	92,112	SF	0.10	9,211	
02200	EARTHWORK/GRADING CUT & FILL	8,870	CY	10.00	88,700	
	ALLOW 2' BALANCED SITE					
02220	SITE MOBILIZATION	1	LS	24,000	24,000	
02310	FINE GRADING	92,112	SF	0.07	6,448	
02370	EROSION CONTROL	1	LS	2,000	2,000	
G10	SITE PREPARATION			DIVISION TOTAL	130,359	
G20	SITE IMPROVEMENTS					
02740	ASPHALT PARKING PAVING	30,100	SF	4.75	142,975	
	IMPERVIOUS					
02750	CONCRETE VEHICLE/YARD PAVEMENT	19,896	SF	8.00	159,168	
	IMPERVIOUS					
02750	UTILITY/DUMPSTER PADS	2,000	SF	10.00	20,000	
02770	CURBING/STRIPPING/SIGNAGE	49,996	SFA	1.50	74,994	
02775	CONCRETE SIDEWALK/PEDESTRIAN WALKWAYS	7,500	SF	5.50	41,250	
02800	MISC SITE IMPROVEMENTS/FURNISHINGS	1	LS	15,000	15,000	
02820	FENCING/GATES POLICE YARD	1	LS	50,000	50,000	
02820	FENCING/GATES/SCREEN WALL	1	LS	35,000	35,000	
02900	LANDSCAPE/IRRIGATION	13,000	SFA	6.50	84,500	
G20	SITE IMPROVEMENTS			DIVISION TOTAL	622,887	
G30	SITE CIVIL / MECHANICAL UTILITIES					
02510	WATER SYSTEM TO BLDG	1	LS	35,000	35,000	
02530	SANITARY PIPING TO BLDG	1	LS	5,000	5,000	
02630	STORM COLLECTION/WATER QUALITY	79,211	SFA	1.75	138,619	
	DETENTION BY OTHERS					
G30	SITE CIVIL / MECHANICAL UTILITIES			DIVISION TOTAL	178,619	
G40	SITE ELECTRICAL UTILITIES					
16000	EMERGENCY GENERATOR	1	LS	95,000	95,000	
16000	SITE ELECTRICAL/LIGHTING	1	LS	35,000	35,000	
G40	SITE ELECTRICAL UTILITIES			DIVISION TOTAL	130,000	
				ESTIMATE SUBTOTAL	1,061,866	

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City of Black Diamond
Preview of
General Government Facilities
Mitigation Fee



March 26, 2014

Henderson,
Young &
Company

as a subconsultant to

MAKERS
architecture • planning • urban design

Preview of General Government Facilities Mitigation Fee

The City of Black Diamond could quadruple in population as a result of the development planned for The Villages MPD and Lawson Hills MPD (Master Planned Developments). The new population and businesses will need government services to be provided by an increase in City employees and government facilities.

The City and the developer of each MPD, BD Village Partners, LP and BD Lawson Partners, LP, signed development agreements that each include identical Sections 13.9 that address the need for general government facilities (City Hall, Municipal Court, Police and Public Works facilities).

Pursuant to both development agreements, Black Diamond commissioned the consultant team of MAKERS architecture and urban design, LLP, Henderson, Young & Company, and The Robinson Company to conduct a study and prepare a plan that identifies the government facilities needed to support Black Diamond citizens in the future. The plan calculates the size and estimates the cost to develop these government facilities.

A separate provision of Sections 13.9 of each development agreement calls for the preparation of a city-wide mitigation fee schedule pursuant to the *City of Black Diamond General Government Facilities Plan*. This paper is a preview of the proposed city-wide mitigation fee schedule.

A mitigation fee is a one-time payment by each unit of new residential development or square footage of new commercial development, to mitigate the impact of expected growth on government facilities. This fee will fund new development's share of building the facilities identified in the *City of Black Diamond General Government Facilities Plan*.

The proposed mitigation fee is estimated to be approximately \$5,800 per housing unit and \$2.80 per square foot of commercial space. The steps to calculate this fee are summarized in the following pages.

The final general government facilities mitigation fee will be described in detail in a separate nexus study that will be prepared after the adoption of the *City of Black Diamond General Government Facilities Plan*. The nexus study will replace this preview. The City can then adopt an ordinance establishing the city-wide mitigation fee schedule based on the nexus study.

1. What is a “mitigation fee”?

- **A one-time payment by each unit of new development...**
- **that the City uses to mitigate the impact of the new development on government facilities...**
- **by building additional facilities identified in the government facilities plan**

2. What is the impact of housing development?

Housing	# of Units	Units
Existing	1,690	dwelling units
Average Sq. Ft. per Unit	x 1,861	sq. ft.
Total Existing Housing	3,145,090	sq. ft.
Future	6,050	dwelling units
Average Sq. Ft. per Unit	x 2,095	sq. ft.
Total Future Housing	12,674,750	sq. ft.
Total All Housing	15,819,840	sq. ft.

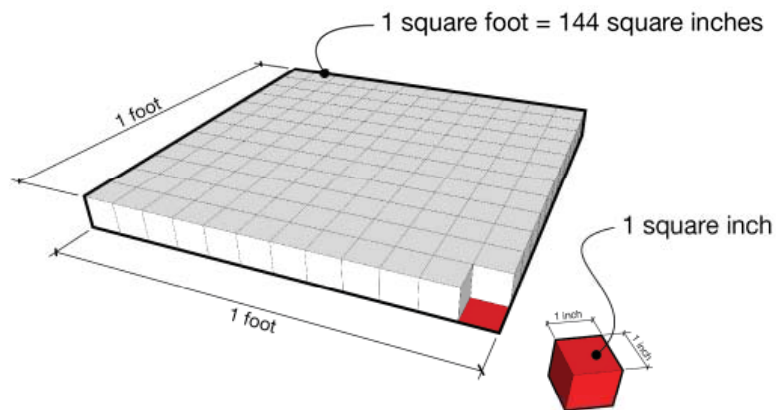
3. What is the impact of commercial development?

Commercial	# of Units	Units
Existing	232,463	sq. ft.
Future	+ 1,165,000	sq. ft.
Total Commercial	1,397,463	sq. ft.

4. What is the impact of all development?

Type	# of Units	Units
Total Housing	15,819,840	sq. ft.
Total Commercial	+ 1,397,463	sq. ft.
Total All Development	17,217,303	sq. ft.
Sq. Ft. of Government Facilities (per Plan)	÷ 96,942	sq. ft.
Ratio: Sq. Ft. of Gov Facilities per Sq. Ft. of Development	0.00563	sq. ft.

5. What is “0.00563 sq. ft.”? = almost 1 square inch



Every square foot of development needs
about 1 square inch of government facilities

6. Why isn't the ratio based on new development, and not existing?

- The new city hall and public works facility will serve both new and existing development
- Most of the cost of the city hall and public works facility will be paid by new development (will be shown in section 10 & 11)

7. What is the size and cost of government facilities in the plan?

Cost Component	Cost	Size	Cost per Sq. Ft. of Buildings
City Hall Land	\$ 1,000,000	2.00 acres	
Public Works Land	150,000	3.00 acres	
Construction	30,087,778	96,942 sq. ft.	
Soft Costs	16,956,765		
Total	\$48,194,543	÷ 96,942 sq. ft.	= \$ 497.15

8. How much is the mitigation fee?

Cost per Sq. Ft. of Government Facilities	\$ 497.15
Ratio: Sq. Ft. of Gov Facilities per Sq. Ft. of Development	x 0.00563
Mitigation Fee per Sq. Ft. of Future Development	\$ 2.80
Average Sq. Ft. per New Dwelling Unit	x 2,095
Mitigation Fee per New Dwelling Unit	\$ 5,866.00

9. Compare mitigation fees

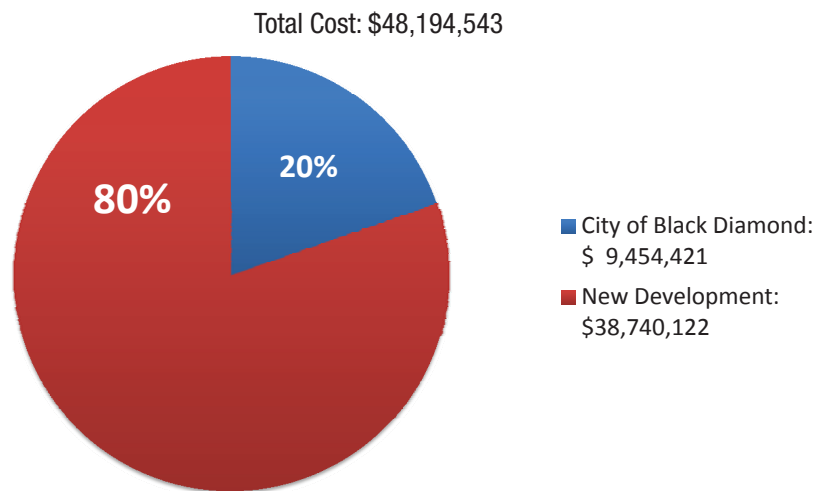
Type of Future Development	Unit of Development	Proposed Mitigation Fee	Placeholder Fee From Dvpmnt Agreement
Commercial	square foot	\$ 2.80	\$ 1.50
Residential	dwelling unit	\$ 5,866.00	\$ 1,750.00

10. What is new development's share of the cost?

Development	# of Sq. Ft.
Total New Housing	12,674,750
Total New Commercial	+ 1,165,000
Total New Development	13,839,750
Total ALL Development	÷ 17,217,303
New Development's Share	80.38%



11. How much is new development's share of the cost?



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Questions and Answers

About Black Diamond's General Government Facilities Plan

for City Council Meeting on April 3, 2014

The consultant team of MAKERS architecture and urban design, LLP, Henderson, Young & Company, and The Robinson Company ("consultants") have conducted a study, commissioned by the City of Black Diamond, and following the study have prepared a plan that identifies the government facilities needed to support Black Diamond citizens in the future. The plan estimates the cost to develop these government facilities which we suggest be implemented as to BD Village Partners, LP and BD Lawson Partners, LP, pursuant to their two development agreements with the City of Black Diamond as set forth in Section 13.9 of Ordinances 11-970 and 11-971. The consultants presented the framework of the Plan to the City Council on February 27, 2014, and a draft Plan document to the City Council on March 6, 2014. The draft plan document was revised somewhat for purposes of the March 20, 2014 public hearing. The final plan will be presented to Council for adoption on April 3, 2014.

The consultant team has prepared this list of questions and answers to address issues that have arisen since the initial presentation of the plan framework on February 27th. It is intended to help the City Council and public understand the study conducted by the consultants and the resulting Plan.

1. Why is Black Diamond developing a government facilities plan?

Answer: The development proposed for the Villages MPD and Lawson Hills MPD would cause significant increases in housing and non-residential development in Black Diamond. At full build-out of both MPDs, it is estimated that Black Diamond's current population of 4,170 will grow to 19,213 (Government Facilities Plan, Appendix A, Table 1).

The development from both MPDs would receive public services that are provided by the City from City-owned facilities, including police, public works, parks, community development, municipal court, emergency management, economic development, natural resources, executive, legislative, administration, city clerk, finance, information services, legal, and central services.

The Development Agreements, Section 13.9, Ordinances 11-970 and 11-971, between Black Diamond and BD Village Partners, LP and BD Lawson Hills, LP specifies in Section 13.9 that "[t]he City shall commission a study regarding general government facilities based, at a minimum, on the Black Diamond Comprehensive Plan that are necessary for the city to conduct its municipal government ("General Government Facilities Plan")...." (This question and answer are from #1 in the March 20th Q&A.)

2. What is the basis for the population and non-residential development growth forecast that was used to prepare the Plan?

Answer: Appendix A, Table 1 of the Government Facilities Plan presents the forecast growth of dwelling units, population, and square footage in Black Diamond. The data represents the build-out of all phases of the Villages MPD and Lawson Hills MPD, based on information provided to the City by YarrowBay. (This question and answer are from #2 in the March 20th Q&A.)

3. Does the population and non-residential development growth forecast include any development other than the MPDs?

Answer: No. Table 3-5 of the City's adopted Comprehensive Plan estimates Black Diamond's 2025 population will be 16,980 people living in 6,302 dwelling units. However, the combined total of Black Diamond's current development plus the development planned in the MPDs exceeds the Comprehensive Plan's future estimates and forecasts 19,213 people living in 7,740 dwelling units. The team selected the greater of the two population forecasts as the basis for the Government Facilities Plan because there is no adopted source document that quantifies other population and dwelling units that exceed the Comprehensive Plan. (This question and answer are from #3 in the March 20th Q&A.)

4. Why is the Government Facilities Plan city-wide?

Answer: The future government facilities will serve the entire city, not just the new development. The population and dwelling unit forecast is the city-wide total, regardless of where the development actually occurs. The location of development has no effect on the size of City Hall or the Public Works facility. (This question and answer are from #4 in the March 20th Q&A.)

5. What is the basis for the size of the proposed government facilities?

Answer: The size is based on projections of the number of staff that will be needed, functional requirements from staff interviews, facility tours, and comparable industry standard space allowances.

The number of employees that will be needed is based on the staffing of the Washington city that is most comparable today to what Black Diamond will be like when Black Diamond grows to approximately 19,000 population. The project team identified 23 cities and evaluated 24 factors of comparability and determined that the most comparable city is Bonney Lake. See Appendix A for more information.

Once Bonney Lake was identified as the most appropriate comparable city, its staffing levels served as the benchmark for the number of employees Black Diamond will need when the population is 19,000. Though City employee numbers are expected to increase from 33 to 126, staffing per capita is expected to decline, from eight employees per 1,000 population to approximately 6.5 employees per 1,000 population.

Finally, square footages were assigned to accommodate work stations, shared work areas, public zones, and storage needs. Allowances were also made to account for building circulation, mechanical spaces, and wall thicknesses to derive total square footage. See the Facility Program section and Appendix C for facility program details. (This question and answer are from #5 in the March 20th Q&A.)

6. Is the City Hall proposed to be approximately 95,000 square feet? Isn't that excessive?

Answer: This number sums what the City will need in three separate facilities: a City Hall/Police Station, a Public Works shop, and a Public Works storage building. The City Hall/Police Station is proposed to be approximately 37,000 square feet. See the Facilities Requirements and Gap Analysis table in the Facility Program for more information.

One metric typically used to compare facility size is square feet per person. A general planning standard for typical administrative uses is 250 square feet per person; however, typical office uses do not include operational spaces unique to City Halls/Police Stations like a Council chambers or evidence storage. Once these special spaces, which total approximately 14,000 square feet, are excluded, Black Diamond's proposed City Hall/Police Department meets the standard of approximately 250 square feet per person. (This question and answer are from #6 in the March 20th Q&A.)

7. What is the basis for the costs of the city hall and public works facilities?

Answer: The estimate of probable costs to build the government facilities is based on three considerations: land cost for the site to house the facilities; "hard" costs or the total cost to build the project; and "soft" costs, which include all other fees, reports, and services incurred while planning, designing, permitting, and constructing the facilities. See the Cost Estimates section and Appendix D for details and question 8 for more information about soft costs.

Though it is difficult to compare costs from one project to another because each project is developed under different conditions, the following hard cost comparisons for the City Hall/Police Station are provided as a point of reference. The hard cost for Black Diamond's City Hall/Police Station works out to approximately \$400 per square foot in 2014 dollars. By comparison, Mukilteo's City Hall was constructed for approximately \$357 per square foot in 2008 and Olympia's City Hall/Police Station was constructed for approximately \$400 per square foot in 2010. Inflating these numbers to 2014 would result in an approximate hard cost square foot range of between \$400 and \$445 per square foot. (This question and answer are from #7 in the March 20th Q&A.)

8. What is the basis for the soft costs? Why are the soft costs so high?

Answer: Soft costs include additional costs to the project not directly related to land purchase or hard construction cost. They are incurred during project planning, design, permitting, close-out, and occupancy. The estimate of probable soft costs reflects typical items and percentages used for public facilities and include: sales taxes; design fees; technical studies; permits; insurance; construction management; contingencies; and furniture, fixtures, and equipment allowances.

Though Black Diamond's soft costs estimates may seem high when compared to typical private development soft costs, they are usual and customary for municipal facilities. Some items included in a municipal project that may not be included in a privately developed project are: public art; construction management; special design consultants for program spaces such as police, courts, and public works; and envelope consultants. Additionally, privately developed projects may not include furnishings and equipment budgets required for occupancy if the private project is constructed for leasing. The detailed list of all 15 soft cost items and the basis for each of their costs is presented in Appendix D. (This question and answer are from #8 in the March 20th Q&A.)

9. Why doesn't the Plan use the general government facilities from the selected comparable city (Bonney Lake) as the basis for Black Diamond's general government facilities?

Answer: The comparable city of Bonney Lake was selected to help determine the number of employees Black Diamond will need when it reaches a population of 19,000. Bonney Lake's existing facilities are not used as models for the size, design, or cost of government facilities Black Diamond will need in the future because they were developed in response to different circumstances. Bonney Lake's city hall was designed and constructed as a speculative office building intended to temporarily house civic functions until a permanent city hall is built in the new town center. It does not include a police station, which is co-located with a fire station in a separate facility constructed in 1993. Bonney Lake's Public Works occupies a yard and former city hall constructed in 1972. The site's main office spaces are oversized while its shop, storage, and support areas are undersized, inefficiently scattered, and in poor condition. For example, some shop offices are in space previously used as a dog kennel and inappropriate for their current use. As a result, Bonney Lake has developed a program and design for a new public works yard, shop, and warehouse. This program as captured in the City of Bonney Lake Proposed Public Work Yard (September 2007, ARC Architects) and City of Bonney Lake Public Works Facilities Schematic Design (November 2009, ARC Architects) was used as a resource in developing Black Diamond's public works yard facility program. (This question and answer are in response to a subject referred to the consultant on or after March 20th.)

10. Why doesn't the Plan use the eight state-of-the-art facilities as the basis for Black Diamond's general government facilities?

The state-of-the-art facilities were toured to determine current best practices in building design and work flow. They were identified based on their relatively recent construction and their proximity to Black Diamond and each other. They were not used to determine staffing levels because these cities differ significantly in the population supported and municipal operational models anticipated in Black Diamond. They are not as comparable to Black Diamond's future as Bonney Lake. (This question and answer are in response to a subject referred to the consultant on or after March 20th.)

11. Why doesn't the Plan use the Comprehensive Plan's level of service or the City's current ratio of square feet per employee to calculate Black Diamond's square footage needs?

Answer: The Comprehensive Plan acknowledges that its level of service were "...intended as planning guidelines ..." (8.1.3) and that the City may "... develop a series of work plans ... revisiting and adjusting LOS standards to balance services with the ability to provide them." (8.1.2) The Comprehensive Plan also says "LOS measures should reflect local values. The values and needs of

each community will differ, and this uniqueness should be reflected in the LOS standards that are adopted.”(8.1.3) And the Comprehensive Plan also states that its LOS standards for administrative buildings and services “... are listed here as a helpful management tool. The size of City facilities will be dictated by the number of employees needed to serve City residents” (8.3.3).

Using the Black Diamond's current ratio of square feet per employee would not provide all of the facilities needed as determined by the best practices methods employed to develop Black Diamond's General Government Facilities Plan. Black Diamond's facility program was developed considering department needs and employed space allowances derived from a variety of industry standards and MAKERS 30-years of experience programming facilities for government agencies. As mentioned in question 9, the Public Works program also considered the City of Bonney Lake Proposed Public Work Yard (September 2007, ARC Architects) and City of Bonney Lake Public Works Facilities Schematic Design (November 2009, ARC Architects). (This question and answer are in response to a subject referred to the consultant on or after March 20th.)

CITY COUNCIL AGENDA BILL

City of Black Diamond
Post Office Box 599
Black Diamond, WA 98010

ITEM INFORMATION		
SUBJECT:	Agenda Date: April 3, 2014	
AB14-038	AB14-038	
Resolution No. 14-938, approving the acceptance of King County Property Tax Levy funds being allocated to the City of Black Diamond for local parks and system projects, beginning in 2014 and ending in 2020.	Mayor Dave Gordon	
	City Administrator Christy Todd	
	City Attorney Carol Morris	
	City Clerk – Brenda L. Martinez	
	Community Development – Stacey Welsh	
	Finance – May Miller	
	Economic Development – Andy Williamson	
Cost Impact (see also Fiscal Note): N/A	Parks/Natural Resources – Aaron Nix	X
Fund Source: King County Property Tax Levy Funds	Police – Chief Kiblinger	
Timeline: First allocation begins in fiscal year 2014, with funding sun setting at the end of 2020.	Public Works – Seth Boettcher	
	Court Administrator – Stephanie Metcalf	
Agenda Placement: <input type="checkbox"/> Mayor <input checked="" type="checkbox"/> Two Councilmembers <input type="checkbox"/> Committee Chair <input type="checkbox"/> City Administrator		
Attachments: Resolution No. 14-938; with attached Parks Property Tax Levy Agreement		
<p>SUMMARY STATEMENT:</p> <p>In August of 2013, King County voters approved the continuation of and increase of tax levy funds to be utilized within Black Diamond for local parks and system projects. The City of Black Diamond's preliminary 2014 levy proceeds is estimated at \$8,981.00, with subsequent levies adjusted by inflation.</p> <p>FISCAL NOTE (Finance Department): The City will receive quarterly disbursements of the King County Parks Levy Tax funds through 2020. The 2014 Budgeted King County Parks Levy Tax Revenue is \$8,981.00</p> <p>COUNCIL COMMITTEE REVIEW AND RECOMMENDATION: The Parks/Cemetery Committee reviewed and discussed the acceptance of the Parks Property Tax Allocation information supplied by King County and recommended that these materials be reviewed by the City Attorney and forwarded to the Full City Council at its April 2, 2014 Council Meeting.</p> <p>RECOMMENDED ACTION: MOTION to adopt Resolution No. 14-938, authorizing the Mayor to sign the Parks Property Tax Levy Agreement with King County in order to allow the County to distribute Parks Tax Levy Funds to the General Fund of the City of Black Diamond within the years 2014-2020 and to be utilized in accordance with that Agreement.</p>		
RECORD OF COUNCIL ACTION		
<i>Meeting Date</i>	<i>Action</i>	<i>Vote</i>
April 3, 2014		

RESOLUTION NO. 14-938

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BLACK DIAMOND, KING COUNTY, WASHINGTON AUTHORIZING THE MAYOR TO SIGN AND ENTER INTO A PARKS PROPERTY TAX LEVY AGREEMENT WITH KING COUNTY IN ORDER TO ACCEPT TAX LEVY FUNDS TO BE UTILIZED TOWARDS LOCAL PARKS AND SYSTEM PROJECTS STARTING IN 2014 AND ENDING IN 2020

WHEREAS, on August 6, 2013, King County voters overwhelmingly approved a six-year, 18.77-cent parks property tax levy which is expected to generate approximately \$62 million dollars in 2014, of which, the City of Black Diamond is expected to receive approximately \$8,981.00 in 2014;

WHEREAS, the passed levy requires a portion of these funds to be distributed to the cities of King County for local parks and system projects;

WHEREAS, King County requires each recipient of these tax levy revenues to enter into a Property Tax Levy Agreement (Exhibit A) in order to begin receiving these funds.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF BLACK DIAMOND, WASHINGTON, DOES RESOLVE AS FOLLOWS:

Section 1. The Mayor is hereby authorized to execute the Parks Property Tax Levy Agreement with King County in order to accept funds based on the City's portion as approved by King County voters in August of 2013.

PASSED BY THE CITY COUNCIL OF THE CITY OF BLACK DIAMOND, WASHINGTON, AT A REGULAR MEETING THEREOF, THIS 3RD DAY OF APRIL, 2014.

CITY OF BLACK DIAMOND:

Dave Gordon, Mayor

Attest:

Brenda L. Martinez, City Clerk

Exhibit A

PARKS PROPERTY TAX LEVY AGREEMENT

between

KING COUNTY & (CITY) _____

This Parks Property Tax Levy Agreement (the "Agreement") is made and entered into as of _____, 2014, by and between KING COUNTY, a political subdivision of the state of Washington (the "County") and the City of _____, a State of Washington municipal corporation ("CITY").

RECITALS

- A. The County owns and operates a park system with over twenty-eight thousand (28,000) acres of regional parks and open spaces and over one hundred seventy-five (175) miles of regional trails. In addition, the County is the provider of local parks in the rural area and is the transitional provider of local parks in the urban incorporated areas.
- B. Since 2003, on recommendation of the Metropolitan Parks Task Force and direction from the County Executive and County Council, the County's Parks and Recreation Division has focused on managing a system of regional parks, open spaces and trails and a limited set of regional active recreation assets.
- C. Consistent with its role as a regional and local rural service provider under Countywide Planning Policies and the State Growth Management Act, the County has divested itself of local parks and facilities in urban unincorporated areas as these areas incorporate or annex to cities.
- D. In November 2006, the County Executive created the Parks Futures Task Force to recommend a funding plan for the current County park system, and to examine what steps should be taken, if any, regarding future park system acquisitions.
- E. In June of 2012, the County Executive convened the King County Parks Levy Task Force to recommend a funding plan for the current park system and to examine how to address the parks and recreation needs of King County residents in the future.
- F. The King County Parks Levy Task Force recommended that the County replace the expiring levies and put a ballot measure before the voters in 2013 that requests a six-year inflation adjusted property tax levy lift at a total rate of \$0.1901 per one thousand dollars of assessed value with a percentage of the levy proceeds to be distributed to cities for their local parks system projects.
- G. On April 30, 2013, the King County Council adopted Ordinance 17568 which called for a special election in accordance with RCW 29A.04.321 to authorize an additional 6-year property tax levy for specified park purposes..
- H. On August 6, 2013, King County voters approved Proposition No. 1 Parks Levy that

authorized an additional six year property tax levy at a rate of \$0.1877 in the first year, with subsequent levies adjusted by inflation for the purpose of: maintaining and operating King County's parks system, improving parks, recreation and mobility by acquiring open space, expanding park and recreation opportunities, continuing to develop regional trails; repairing, replacing, and improving local parks and trails in King County's cities; and funding environmental educations, maintenance, conservation, and capital programs at the Woodland Park Zoo.

NOW, THEREFORE, in consideration of the mutual promises and undertakings hereinafter set forth and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties hereby agree as follows:

AGREEMENT

1.1 **Definitions.** As used in this Agreement, the following terms shall have the following meanings:

- A. "Annual Report" shall mean the annual report prepared by the CITY and provided to the County annually by May 1 beginning in 2015 setting forth a summary of city projects for the preceding year, along with a complete financial accounting for the use of County Levy Proceeds, and a listing of all capital investments made at the CITY funded in whole or in part by County Levy Proceeds, and for the 2015 annual report the CITY shall identify the dollar amount of the CITY's Existing Funds.
- B. "CITY" shall mean the City of _____, State of Washington, and all of its boards, commissions, departments, agencies and other subdivisions.
- C. "CITY Proceeds" shall mean seven percent (7%) of the total County Levy Proceeds collected by King County and any interest earnings on these funds
- D. "CITY Projects" shall mean the City's local park system projects consistent with Ordinance 17568.
- E. "County" shall mean King County, State of Washington, and all of its boards, commissions, departments, agencies and other subdivisions.
- F. "County Council" shall mean the County Council of King County, State of Washington.
- G. "County Levy" means the annual King County property tax levy for park purposes imposed by the King County Council and authorized by Proposition No. 1 Parks Levy that was approved by the County voters on August 6, 2013 that replaced two levies expiring at the end of 2013.
- H. "County Levy Proceeds" shall mean the principal amount of the County Levy collected by the County.

- I. "Executive" shall mean the King County Executive or his or her functional successor.
 - J. "Existing funds" shall have the meaning, as defined by RCW 84.55.050.
 - K. "Regional trail system" shall mean the system-wide non-motorized network of designated off-road, shared-use paths, trails, or greenways for recreation and regional mobility.
- 2. Term of Agreement. The term of this Agreement (the "Term") shall be for a period commencing on the Effective Date (the "Commencement Date"), and expiring on December 31, 2019 (the "Termination Date").
 - 3. Receipt of County Levy Proceeds.
 - A. Generally. Each year the County shall distribute the CITY's proportionate share of the CITY Proceeds to the CITY as authorized by Ordinance 17568, subject to Council appropriation.
 - B. Receipt and Distribution of Levy Proceeds.
 - 1. Payment Schedule. Beginning in 2014 and through 2019, the County shall transfer the CITY Proceeds to the CITY on a monthly basis. The annual amounts transferred shall never exceed the CITY's proportionate share of the CITY Proceeds actually collected and appropriated by King County.
 - 2. Administrative Fee. The Parties agree that the County has authority to deduct a portion from CITY Proceeds for eligible expenditures related to the administration of the distribution of County Levy Proceeds, consistent with Ordinance 17568.
 - 4. Use of County Levy Proceeds. The City shall only use the transferred City Proceeds for its City Projects. On or before May 1 of each year throughout the Term of this Agreement, the CITY shall provide the County with a copy of the Annual Report and provide any further documentation showing that the City Proceeds were expended on CITY Projects. The City shall maintain financial records to account separately for the City Proceeds.
 - 5. Representations and Warranties. The CITY represents and warrants that all CITY Proceeds received by the CITY shall be used only for specific CITY Projects as defined in this Agreement and that such funds shall not be used to supplant Existing Funds. The CITY represents and warrants that all CITY Projects shall be consistent with the requirements in King County Ordinance 17568. The CITY represents and warrants that in addition to the CITY's proportionate share of the CITY's Proceeds, the CITY shall annually expend on CITY Projects an amount equal to the CITY's Existing Funds.
 - 6. Title to Improvements. All appurtenances, fixtures, improvements, equipment, additions and other property attached to or installed in the City's local parks system during the Term

shall be and remain the properties of CITY and shall not be deemed property of the County under any circumstances.

7. Notices. All notices required to be given hereunder shall be in writing and either delivered personally or sent by certified mail to the appropriate address listed below, or at such other address as shall be provided by written notice. Notice shall be deemed communicated upon actual receipt. For convenience of the parties, copies of notices may also be given by other means; however, neither party may give official or binding notice except by personal delivery or by certified mail.

If to the CITY:

CITY's Contact and Title: _____

City Name: _____

Mailing Address1: _____

Mailing Address2: _____

City, State, Zip Code: _____

If to King County:

Kevin R. Brown, Division Director
King County Parks and Recreation Division
Department of Natural Resources and Parks
201 South Jackson
Mailstop: KSC-NR-0700
Seattle, WA 98104

8. Compliance with Laws. The CITY shall comply and conform with all applicable laws and all governmental regulations, rules and orders.
9. CITY Agreement to Comply with Audit Finding or Repay. The CITY agrees that it is financially responsible for the lawful use of the levy funds distributed under this contract. The City agrees that if the State Auditor makes an audit finding that the levy proceeds have not been spent properly, the City shall comply with the State Auditor's audit finding and correct any improper expenditure or, at the sole discretion of the County, repay any indicated amounts to the County. This duty to comply with the audit finding or repay shall not be diminished or extinguished by the prior termination of the Agreement pursuant to the Duration of Agreement or the Termination Sections.
10. Miscellaneous.
- A. Liability of the County. The County's obligations to the CITY under this Agreement shall be limited to the terms and conditions set forth herein. Notwithstanding any other provision in this Agreement to the contrary, in no event shall the County be liable, regardless of whether any claim is based on contract or tort, for any special, consequential, indirect or incidental damages, including without limitation lost

profits, arising out of or in connection with this Agreement or the services performed in connection with this Agreement.

- B. Dispute Resolution. In the event of a dispute between the CITY and the County regarding any term of this Agreement, the parties shall attempt to resolve the matter informally through the following mechanism: the CITY (reps.) or their respective designee(s), shall meet with County (reps) or their respective designee(s) to review and discuss the matter(s) in dispute; if the CITY (reps) and County (reps) are unable to reach a mutual resolution, the Executive and the mayor, or their respective designee(s) shall meet to review and discuss the matter(s) in dispute. If such persons are unable to resolve the matter informally, either party may submit the matter to a non-binding, structured mediation procedure fashioned by persons or organizations experienced in alternative dispute resolution ("ADR") procedures. The mediation may be requested by any party and shall be initiated within thirty (30) days from the date of the request unless extended by agreement of both parties. The alternative dispute resolution procedures utilized for the mediation shall include the exchange of written claims and responses, with supporting information, at least seven (7) days prior to the actual mediation. The positions expressed and mediator's recommendations shall not be admissible as evidence in any subsequent ADR or legal proceeding. If the matter is submitted to mediation and the matter is not resolved, an affected party shall be entitled to pursue any legal remedy available. Any disputes involving the lawful expenditure of levy proceeds shall be resolved by King County Superior Court if the parties cannot agree.
- C. No Implied Waiver. No failure by either party hereto to insist upon the strict performance of any obligation of the other party under this Agreement or to exercise any right, power or remedy arising out of a breach thereof, irrespective of the length of time for which such failure continues (except in cases where this Agreement expressly limits the time for exercising rights or remedies arising out of a breach), shall constitute a waiver of such breach or of that party's right to demand strict compliance such term, covenant or condition or operate as a surrender of this Agreement. No waiver of any default or the performance of any provision hereof shall affect any other default or performance, or cover any other period of time, other than the default, performance or period of time specified in such express waiver. One or more written waivers of a default or the performance of any provision hereof shall not be deemed to be a waiver of a subsequent default or performance. The consent of either party hereto given in any instance under the terms of this Agreement shall not relieve the other party of any obligation to secure the consent of the other party in any other or future instance under the terms of this Agreement.
- D. Headings and Subheadings. The captions preceding the articles and sections of this Agreement and in the table of contents have been inserted for convenience of reference and such captions in no way define or limit the scope or intent of any provision of this Agreement.
- E. Successors and Assigns. The terms, covenants and conditions contained in this Agreement shall bind and inure to the benefit of the County and the CITY and, except

as otherwise provided herein, their personal representatives and successors and assigns. There are no third party beneficiaries to this Agreement.

- F. Agreement made in Washington. This Agreement shall be deemed to be made in and shall be construed in accordance with the laws of the State of Washington. Venue of any action brought by one party against the other to enforce or arising out of this Agreement shall be in King County Superior Court.
- G. Integrated Agreement; Modification. This Agreement contains all the agreements of the parties hereto relating to the subject matter addressed herein, and cannot be amended or modified except by a written agreement approved by the King County Council and mutually executed between each of the parties hereto.
- H. Counterparts. This Agreement may be executed in two or more counterparts, each of which shall be deemed an original, but all of which taken together shall constitute one and the same instrument.
- I. Time of Essence. Time is of the essence of each provision of this Agreement.
- J. Signage. For each capital project funded with County Levy Proceeds, the CITY shall provide a sign including the following language: This project was funded (or as applicable, funded in part) with proceeds from the Proposition No. 1 Parks Levy approved by King County voters in August 2013 under an Agreement with King County Parks and Recreation Division.

DATED this ____ day of _____, 2014.

KING COUNTY, a Washington municipal
corporation

CITY OF _____, a
Washington municipal corporation

By _____

By _____

Its _____

Its _____

By authority of Ordinance No. 17568



KING COUNTY

1200 King County Courthouse
516 Third Avenue
Seattle, WA 98104

Signature Report

April 30, 2013

Ordinance 17568

Proposed No. 2013-0112.3

Sponsors Phillips and McDermott

1 AN ORDINANCE providing for the submission to the
2 qualified electors of King County at a special election to be
3 held in King County on August 6, 2013, of a proposition
4 authorizing a property tax levy in excess of the levy
5 limitation contained in chapter 84.55 RCW for a period of
6 six consecutive years, at a total rate of not more than
7 \$0.1877 per one thousand dollars of assessed valuation in
8 the first year with annual increases by the percentage
9 increase in the consumer price index or the limitation in
10 84.55 RCW, whichever is greater in years two through six,
11 for the purpose of maintaining and operating King County's
12 parks system; improving parks, recreation and mobility by
13 acquiring open space and continuing to develop regional
14 trails; repairing, replacing, and improving local parks and
15 trails in King County's cities; funding environmental
16 education, maintenance, conservation and capital programs
17 at the Woodland Park Zoo.

18 STATEMENT OF FACTS:

19 1. King County owns and operates a system of regional and local parks
20 and trails that consists of twenty six thousand acres of parklands and more
21 than one hundred seventy five miles of regional trails. The county
22 provides regional trails, regional recreational facilities, regional natural
23 area parks, and local rural parks, and is the transitional provider of local
24 parks in the urban unincorporated areas. Examples of regional county
25 parks and trails include Marymoor Park, Cougar Mountain Regional
26 Wildland Park, the Weyerhaeuser King County Aquatic Center and the
27 Sammamish River Trail.

28 2. Public parks, natural areas, and trails contribute to a high quality of life.
29 A robust system of parks and trails provides: physical, social and mental
30 health benefits to individuals; economic opportunity through recreation
31 and tourism; economic growth for private businesses that must attract and
32 retain skilled workers; and environmental benefits and cultural resource
33 protection through open space conservation. King County's parks system
34 provides all these benefits to King County residents and businesses.

35 3. The 2002 Parks Business Transition Plan, which was adopted by the
36 King County council, became the blueprint for establishing the regional
37 parks system we have today. The parks and recreation division of the
38 department of natural resources and parks has successfully focused its
39 lines of business on regional parks and trails, backcountry trails, natural
40 lands, and local parks in unincorporated King County and has been
41 implementing business practices that generate revenue from park system

42 assets by implementing or increasing user fees and establishing corporate
43 and community partnerships that enhance park amenities and leverage
44 public and private dollars to improve parks and increase access to parks.

45 4. Consistent with the recommendations of past parks-related task forces,
46 the county has sought voter-approved levies on two prior occasions: in
47 2003, to provide maintenance and operating funding for the parks and
48 recreation division for the period of 2004-2007; and in 2007, to provide
49 funding for maintenance and operating, as well as funding for open space
50 acquisition and asset maintenance and improvement, for the period of
51 2008-2013. Voters approved the levies on both occasions that they were
52 on the ballot. The voter-approved levies have helped keep the parks
53 system open, clean and safe.

54 5. Approximately seventy percent of the operating budget of the parks
55 and recreation division is provided by the 2008-2013 voter-approved
56 operations and maintenance levy, with approximately seventeen percent
57 generated through business activities and entrepreneurial efforts. King
58 County general fund support to the parks and recreation division was
59 eliminated as of 2011.

60 6. In 2013, the 2008-2013 voter-approved Open Space and Trails Levy
61 will fund approximately seventy-seven percent of the parks and recreation
62 division's asset management budget. Historically, the real estate excise
63 tax funded nearly all of the parks and recreation division's asset

64 management program; however, the real estate excise tax has declined 83
65 percent from 2006 to 2012.

66 7. The effective rate of the combined levies in 2013 is \$0.1331 per one
67 thousand dollars of assessed value. A comparable effective levy rate
68 beginning in 2014 would need to be \$0.1478 per one thousand dollars of
69 assessed value. Due to the loss of general funds and real estate excise tax,
70 a higher levy rate is necessary in the future to achieve the
71 recommendations of all the past parks task forces and the council-
72 approved parks business transition plan.

73 8. Parks levy citizen oversight committees were established to monitor the
74 expenditures of the proceeds from the 2004-2007 and 2008-2013 levies.
75 In every year of its review, the committee has concluded that the county
76 has complied with all levy requirements.

77 9. As specified under Motion 12809, the King County executive
78 developed and implemented an annual process to review and recommend
79 for council approval open space projects funded by the Open Space and
80 Trails Levy through coordination with the conservation futures tax
81 program.

82 10. The King County executive convened the King County parks levy
83 task force in June 2012 to recommend a funding plan for the current park
84 system and how to address the parks and recreation needs of King County
85 residents in the future. The task force, which met from June to October,
86 was comprised of twenty-two individuals representing all geographic areas

87 of the county, as well as business, recreation, community, and
88 environmental interests.

89 11. The task force issued a report in October 2012, recommending that
90 the county replace the expiring levies and put a ballot measure before the
91 voters in 2013 that requests a six-year inflation-adjusted property tax levy
92 lid lift at a total rate of \$0.1901 per one thousand dollars of assessed value.

93 The task force recommended continuing to fund maintenance and
94 operations of King County's parks system, as well as funding critical
95 infrastructure repair and replacement, acquisition and stewardship of open
96 space, as such lands can provide for passive or active recreation
97 opportunities and/or protection of habitat and water quality, and the
98 continued development of regional trail corridors, including strategic
99 connections between trails and transportation hubs to improve mobility.

100 The task force also recommended providing support to King County's
101 cities for local parks and recreation capital purposes and to the Woodland
102 Park Zoological Society for education and conservation programs,
103 horticulture and maintenance, and capital improvements.

104 12. The King County executive supports the findings and
105 recommendations of the task force and has put forth a funding proposal
106 that is consistent with the goals and priorities of the task force, decreasing
107 the rate recommended by the task force by utilizing updated forecasts for
108 real estate excise tax, which enabled adjustments to be made to the overall
109 funding assumptions.

BE IT ORDAINED BY THE COUNCIL OF KING COUNTY:

SECTION 1. Definitions. The definitions in this section apply throughout this ordinance unless the context clearly requires otherwise.

A. "Conservation futures tax program" means the program defined in K.C.C. chapter 26.12.

B. "Levy" means the levy of regular property taxes, for the specific purpose and term provided in this ordinance and authorized by the electorate in accordance with state law.

C. "Levy proceeds" means the principal amount of funds raised by the levy, any interest earnings on the funds and the proceeds of any interim financing following authorization of the levy.

D. "Limit factor" means the ratio of the most recent June Consumer Price Index to the immediately previous June Consumer Price Index, which is the final published CPI-W Seattle-Tacoma-Bremerton, as calculated by the United States Bureau of Labor Statistics, or its successor, expressed as a multiple of one hundred percent to achieve the result of one hundred percent plus inflation, or the limitation contained in chapter 84.55 RCW, whichever is greater.

E. "Parks system" means any building or other structure, park, open space, natural area, resource or ecological land, trail, or other property owned or otherwise under the jurisdiction of the parks and recreation division of the department of natural resources and parks.

F. "Recreation grant program" means the community partnerships and grants program through which King County provides funds to recreation-oriented groups, sports

133 associations and community-based organizations to undertake any combination of
134 developing, operating or maintaining a public park or recreation facility or program in
135 King County for public benefit.

136 SECTION 2. Levy submittal to voters. To provide necessary funds for the
137 purposes identified in section 4 of this ordinance, the King County council shall submit to
138 the qualified electors of the county a proposition authorizing a regular property tax levy
139 in excess of the levy limitation contained in chapter 84.55 RCW for six consecutive
140 years, with collection commencing in 2014, at a rate not to exceed \$0.1877 per one
141 thousand dollars of assessed value in the first year of the levy period. In accordance with
142 RCW 84.55.050, this levy shall be a regular property tax levy subject to the limit factor.

143 SECTION 3. Deposit of levy proceeds. The levy proceeds shall be deposited
144 into a dedicated subfund of the parks and recreation fund, or its successor.

145 SECTION 4. Eligible expenditures. If approved by the qualified electors of the
146 county, levy proceeds shall be used for the following purposes:

147 A. Forty-seven percent for maintenance and operations of King County's parks
148 system, of which no more than one and three tenths percent of total levy proceeds is for
149 the recreation grant program;

150 B. Thirty-nine percent for:

151 1. Acquisition, conservation and stewardship of additional open space lands,
152 natural areas, resource or ecological lands;

153 2. Acquisition and development of rights of ways for regional trails;

154 3. Major maintenance repair, replacement and improvement of parks system
155 infrastructure; and

156 4. Development of trailhead facilities to increase access to parks and trails;

157 C. If the county council, in its sole discretion, finds that annual revenues from the
158 real estate excise tax 1 and real estate excise tax 2 from the real estate excise taxes
159 imposed under K.C.C. 4A.51.100 and 4A.510.120 have increased sufficiently that the
160 levy amount needed for the purposes identified in subsection B. of this section should be
161 reduced, it may reduce the annual dollar amount levied for the parks levy based on this
162 finding and the entire dollar amount of the reduction in the levy proceeds for that year
163 shall be allocated solely to the distribution of levy proceeds for the purposes set forth in
164 subsection B. of this section. Such annual reduction shall not limit the authority of the
165 council to levy in any future year without such reduction or to modify the distribution of
166 levy proceeds levied in any future year;

167 D. Seven percent for distribution to cities in King County for their local parks
168 system projects, of which amount fifty percent shall be distributed based on city
169 population and fifty percent shall be distributed based on the assessed value of parcels
170 within a city;

171 E. Seven percent for distribution to the Woodland Park Zoological Society for:
172 environmental education with emphasis on accessibility to traditionally underserved
173 populations throughout the county; horticulture and maintenance of buildings and
174 grounds; conservation and animal care for rare, threatened or endangered Pacific
175 Northwest species; and board-approved capital projects/campaigns in existence as of
176 December 31, 2012; and

177 F. Of the proceeds designated for distribution to King County cities and the
178 Woodland Park Zoological Society, a portion shall be retained by the county to be used

for expenditures related to administration of the distribution of levy proceeds. Eligible administrative expenditures shall include all costs and charges to the parks and recreation division or the county associated with or attributable to the purposes listed in subsections D. and E. of this section of this ordinance. Consistent with RCW 84.55.050, as it may be amended, levy proceeds may not supplant existing funding.

SECTION 5. Call for special election. In accordance with RCW 29A.04.321, the King County council hereby calls for a special election to be held in conjunction with the primary election on August 6, 2013, to consider a proposition authorizing a regular property tax levy for the purposes described in this ordinance. The King County director of elections shall cause notice to be given of this ordinance in accordance with the state constitution and general law and to submit to the qualified electors of the county, at the said special county election, the proposition hereinafter set forth. The clerk of the council shall certify that proposition to the King County director of elections in substantially the following form:

The King County council has passed Ordinance ____ concerning funding for parks, trails, recreational facilities and open space. This proposition would replace two expiring levies and fund maintenance and operations of the King County parks system; trails and open space for recreation, habitat and water quality; city parks; and zoo programs, all subject to citizen oversight. This proposition authorizes an additional property tax of \$0.1877 per \$1,000 of assessed value for collection in 2014 and authorizes increases by the annual percentage change in the CPI or the limitation in 84.55 RCW, whichever is greater, for five succeeding years. Should this proposition be:

Approved? ____

202 Rejected? __

203 SECTION 6. Distributions. Each distribution of levy proceeds to a King County
204 city or to the Woodland Park Zoological Society, or its successor, for the eligible
205 purposes identified in section 4 of this ordinance shall be subject to the execution of a
206 contract between the county and each entity for the same project. Distribution of levy
207 proceeds to King County for open space acquisition purposes shall be in accordance with
208 the annual conservation futures tax process for the development, review and
209 recommendation to the King County council as set forth in the open space and natural
210 lands acquisition process, which is included as Attachment A to this ordinance.

211 SECTION 7. Parks levy citizen oversight board established.

212 A. If the proposition in section 5 of this ordinance is approved by the qualified
213 electors of King County, a parks levy citizen oversight board shall be appointed by the
214 executive. The board shall consist of nine members. Each councilmember shall
215 nominate a candidate for the board from the councilmember's district no later than ninety
216 days from the start of the first year of collections. If the executive does not appoint
217 within sixty days of the nominations a person who has been nominated by a
218 councilmember, the executive must request that the councilmember should within thirty
219 days of the request nominate another candidate for appointment. Members shall be
220 confirmed by the council. Members shall be residents of King County and may not be
221 elected or appointed officials of any unit of government, except that citizens serving in a
222 civic capacity on a local board or commission would be eligible to serve on the parks
223 levy citizen oversight board.

224 B. The board shall review the allocation of levy proceeds and progress on
225 achieving the purposes of this proposition. The report shall include information on the
226 status of addressing maintenance needs and controlling noxious weeds in King County's
227 parks system. On or before December 31, 2015, the board shall review and report to the
228 King County executive, the King County council and the regional policy committee on
229 the expenditure of levy proceeds for 2014. Thereafter, the board shall review and report
230 to the King County executive, the King County council and the regional policy
231 committee annually. Any report to the King County council under this section shall be
232 made in the form of a paper original and an electronic copy with the clerk of the council,
233 who shall retain the original and provide an electronic copy to all councilmembers. The
234 parks and recreation division shall provide the board with all reports on division activities
235 that the division transmits to the King County council in accordance with K.C.C.
236 7.08.090. The board expires December 31, 2020.

237 SECTION 8. Ratification. Certification of the proposition by the clerk of the
238 King County council to the director of elections in accordance with law before the
239 election on August 6, 2013, and any other acts consistent with the authority and before
240 the effective date of this ordinance are hereby ratified and confirmed.

241 SECTION 9. Severability. If any provision of this ordinance is held invalid, the

242 remainder of the ordinance or the application of the provision to other persons or
243 circumstances is not affected.

244


Ordinance 17568 was introduced on 2/25/2013 and passed as amended by the
Metropolitan King County Council on 4/29/2013, by the following vote:

Yes: 7 - Mr. Phillips, Mr. von Reichbauer, Mr. Gossett, Ms. Hague,
Ms. Patterson, Mr. McDermott and Mr. Dembowski
No: 2 - Ms. Lambert and Mr. Dunn
Excused: 0


KING COUNTY COUNCIL
KING COUNTY, WASHINGTON


Larry Gossett, Chair

ATTEST:


Anne Noris, Clerk of the Council

APPROVED this 1 day of May, 2013.


Dow Constantine, County Executive

RECEIVED
2013 MAY -1 PM 2:09
CLERK
KING COUNTY COUNCIL

Attachments: A. Open Space and Natural Lands Acquisition

OPEN SPACE AND NATURAL LANDS ACQUISITION

The overall approach for funding allocation and coordination with the Conservation Futures Tax (CFT) program for the acquisition of open space and natural lands through the countywide parks levy is proposed as follows:

1. Early each calendar year, the Department of Natural Resources and Parks (DNRP) will set a proposed allocation for open space from levy funds for the following fiscal year.
2. Staff will generate proposals for the use of these funds, taking into account opportunities to leverage resources with funding from Conservation Futures, as well as from other local, state, and federal funding sources.
3. An overall proposal allocating the open space funds to specific projects will be developed and discussed with the Citizens Oversight Committee (COC) that is responsible for developing CFT funding recommendations. These discussions are expected to occur in the spring, during the same time frame during which the COC annually reviews CFT project proposals. This will create an opportunity for the COC to provide an advisory recommendation regarding allocation of these parks levy funds.
4. Taking the COC's recommendations into account, DNRP will develop a proposed budget for these parks levy funds.
5. The DNRP proposed budget for parks levy funding will be reviewed by the County Executive, and ultimately County Council, as part of the overall budget process for the following year.

CITY COUNCIL AGENDA BILL

City of Black Diamond
Post Office Box 599
Black Diamond, WA 98010

ITEM INFORMATION		
SUBJECT:	Agenda Date: April 3, 2014	AB14-039
AB14-039 Resolution No. 14-939, authorizing the Mayor to execute a two year agreement with Severson's Building Maintenance for janitorial services at City buildings.	Mayor Dave Gordon	
	City Administrator Christy Todd	
	City Attorney Carol Morris	
	City Clerk – Brenda L. Martinez	
	Community Development – Stacey Welsh	
	Finance – May Miller	
	Economic Development – Andy Williamson	
	Parks/Natural Resources – Aaron Nix	
Cost Impact (see also Fiscal Note): \$350+/week; \$18,200 annual	Police – Chief Kiblinger	
Fund Source: Police/Building Custodial	Public Works – Seth Boettcher	X
Timeline: 2 years	Court Administrator – Stephanie Metcalf	
Agenda Placement: <input type="checkbox"/> Mayor <input type="checkbox"/> Two Councilmembers <input type="checkbox"/> Committee Chair <input checked="" type="checkbox"/> City Administrator		
Attachments: Resolution No. 14-939, Bid Tabulation, Severson's Building Maintenance Bid, Small Works Contract		
<p>Background</p> <p>In the interest of covering City liabilities and ensure the City was getting competitive pricing for janitorial services, bids for janitorial services were requested from the City's Small Works Roster. A contract for services was included in the bid packet that requires background checks and an insurance certificate naming the City as an additional insured.</p> <p>Public Works staff solicited bids off the small works roster from seven interested contractors and received bids back from four. The bid was broken up into two schedules, one for routine, weekly services, and one for requested services. Severson's Building Maintenance provided the lowest bid for the two schedules combined.</p> <p>Severson's Building Maintenance has been providing good customer service to the City and is very capable to continue providing the janitorial services. In the bid, Severson's Building Maintenance also included floor stripping and waxing, as well as microwave cleaning, at no extra cost.</p> <p>FISCAL NOTE (Finance Department): Janitorial services are budgeted in a Police Custodial account and a Building Custodial account. A total of \$19,200 was budgeted for 2014. The Severson bid is under the budgeted amount of \$19,200 and is projected to cost \$350 per week which adds up to \$18,200 over 52 weeks.</p>		
COUNCIL COMMITTEE REVIEW AND RECOMMENDATION:		

RECOMMENDED ACTION: **MOTION to adopt Resolution 14-939, authorizing the Mayor to execute a two year agreement with Severson's Building Maintenance for janitorial services at City buildings.**

RECORD OF COUNCIL ACTION		
<i>Meeting Date</i>	<i>Action</i>	<i>Vote</i>
April 3, 2014		

RESOLUTION NO. 14-939

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
BLACK DIAMOND, KING COUNTY, WASHINGTON
AUTHORIZING THE MAYOR TO EXECUTE A TWO YEAR
AGREEMENT WITH SEVERSON'S BUILDING
MAINTENANCE FOR JANITORIAL SERVICES AT CITY
BUILDINGS**

WHEREAS, the City is in need of janitorial services at City Hall, the Police Station/Court, Community Development Building, and Public Works Building; and

WHEREAS, the City has budgeted for janitorial services; and

WHEREAS, the City is seeking to reduce liability risks by establishing a more formal arrangement, by contract, with our janitorial service including City insurance coverage; and

WHEREAS, the City has completed a competitive selection process; and

WHEREAS, Severson's Building Maintenance was the low bidder on a competitive bid for janitorial services;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF BLACK DIAMOND, WASHINGTON, DOES RESOLVE AS FOLLOWS:

Section 1. The Mayor is hereby authorized to execute a two year agreement with Severson's Building Maintenance for janitorial services at City buildings, substantially in the form attached hereto as Exhibit A.

PASSED BY THE CITY COUNCIL OF THE CITY OF BLACK DIAMOND, WASHINGTON, AT A REGULAR MEETING THEREOF, THIS 3RD DAY OF APRIL, 2014.

CITY OF BLACK DIAMOND:

Dave Gordon, Mayor

Attest:

Brenda L. Martinez, City Clerk

CITY COUNCIL AGENDA BILL

City of Black Diamond
Post Office Box 599
Black Diamond, WA 98010

ITEM INFORMATION		
SUBJECT: Resolution No. 14-xxx authorizing the Mayor to execute a two year agreement with Severson's Building Maintenance for janitorial services at City buildings.	Agenda Date: April 3, 2014	
	AB14-	
	Mayor Dave Gordon	
	City Administrator Christy Todd	
	City Attorney Carol Morris	
	City Clerk – Brenda L. Martinez	
	Community Development – Stacey Welsh	
	Finance – May Miller	
	Economic Development – Andy Williamson	
	Parks/Natural Resources – Aaron Nix	
Cost Impact (see also Fiscal Note): \$350+/week; \$18,200 annual	Police – Chief Kiblinger	
Fund Source: Police/Building Custodial	Public Works – Seth Boettcher	X
Timeline: 2 years	Court Administrator – Stephanie Metcalf	
Agenda Placement: <input type="checkbox"/> Mayor <input type="checkbox"/> Two Councilmembers <input type="checkbox"/> Committee Chair <input checked="" type="checkbox"/> City Administrator		
Attachments: Resolution No. 14-xxx, Bid Tabulation, Severson's Building Maintenance Bid, Small Works Contract		
Background <p>In the interest of covering City liabilities and ensure the City was getting competitive pricing for janitorial services, bids for janitorial services were requested from the City's Small Works Roster. A contract for services was included in the bid packet that requires background checks and an insurance certificate naming the City as an additional insured.</p> <p>Public Works staff solicited bids off the small works roster from seven interested contractors and received bids back from four. The bid was broken up into two schedules, one for routine, weekly services, and one for requested services. Severson's Building Maintenance provided the lowest bid for the two schedules combined.</p> <p>Severson's Building Maintenance has been providing good customer service to the City and is very capable to continue providing the janitorial services. In the bid, Severson's Building Maintenance also included floor stripping and waxing, as well as microwave cleaning, at no extra cost.</p>		
FISCAL NOTE (Finance Department): <p>Janitorial services are budgeted in a Police Custodial account and a Building Custodial account. A total of \$19,200 was budgeted for 2014. The Severson bid is under the budgeted amount of \$19,200 and is projected to cost \$350 per week which adds up to \$18,200 over 52 weeks.</p>		
COUNCIL COMMITTEE REVIEW AND RECOMMENDATION:		

RECOMMENDED ACTION: **MOTION to adopt Resolution 14-xxx authorizing the Mayor to execute a two year agreement with Severson's Building Maintenance for janitorial services at City buildings.**

RECORD OF COUNCIL ACTION		
<i>Meeting Date</i>	<i>Action</i>	<i>Vote</i>
, 2014		

RESOLUTION NO. 14-_____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
BLACK DIAMOND, KING COUNTY, WASHINGTON
AUTHORIZING THE MAYOR TO EXECUTE A TWO YEAR
AGREEMENT WITH SEVERSON'S BUILDING
MAINTENANCE FOR JANITORIAL SERVICES AT CITY
BUILDINGS**

WHEREAS, the City is in need of janitorial services at City Hall, the Police Station/Court, Community Development Building, and Public Works Building; and

WHEREAS, the City has budgeted for janitorial services; and

WHEREAS, the City is seeking to reduce liability risks by establishing a more formal arrangement, by contract, with our janitorial service including City insurance coverage; and

WHEREAS, the City has completed a competitive selection process; and

WHEREAS, Severson's Building Maintenance was the low bidder on a competitive bid for janitorial services;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF BLACK DIAMOND, WASHINGTON, DOES RESOLVE AS FOLLOWS:

Section 1. The Mayor is hereby authorized to execute a two year agreement with Severson's Building Maintenance for janitorial services at City buildings.

PASSED BY THE CITY COUNCIL OF THE CITY OF BLACK DIAMOND, WASHINGTON, AT A REGULAR MEETING THEREOF, THIS 3RD DAY OF APRIL, 2014.

CITY OF BLACK DIAMOND:

Dave Gordon, Mayor

Attest:

Brenda L. Martinez, City Clerk

City of Black Diamond PO Box 599 Black Diamond, WA 98010									
Project: Janitorial Services for City Buildings Bid Opening: March 18, 2014									
Schedule A		Bidder & Address		Severson Building Maint. PO Box 393 Enumclaw, WA 98022		Nat'l Maint. Contractors 1801 - 130th Ave NE #100 Bellevue, WA 98005		SMS - Superior Mai. Sol. 19410 Hwy 99 #A-136 Lynnwood, WA 98036	
Item	Item Description	Unit	Qty.	Unit Bid	Amount	Unit Bid	Amount	Unit Bid	Amount
1	City Hall Weekly	WEEK	1	\$80.00	\$80.00	\$32.53	\$32.53	\$50.00	\$50.00
2	Community Development and Public Works Weekly	WEEK	1	\$145.00	\$145.00	\$48.79	\$48.79	\$100.00	\$100.00
3	Police Department and Court Weekly	WEEK	1	\$125.00	\$125.00	\$97.57	\$97.57	\$200.00	\$200.00
TOTAL SCHEDULE A					\$350.00		\$178.89		\$350.00
Schedule B									
Item	Item Description	Unit	Qty.	Unit Bid	Amount	Unit Bid	Amount	Unit Bid	Amount
1	City Hall Windows	OCC	1	\$85.00	\$85.00	\$124.00	\$124.00	\$195.00	\$195.00
2	City Hall Carpets	OCC	1	\$150.00	\$150.00	\$230.88	\$230.88	\$450.00	\$450.00
3	Community Development and Public Works Windows	OCC	1	\$85.00	\$85.00	\$80.00	\$80.00	\$195.00	\$195.00
4	Community Development and Public Works Carpets	OCC	1	\$250.00	\$250.00	\$547.82	\$547.82	\$850.00	\$850.00
5	Police Department and Court Windows	OCC	1	\$150.00	\$150.00	\$84.00	\$84.00	\$195.00	\$195.00
6	Police Department and Court Carpets	OCC	1	\$150.00	\$150.00	\$1,098.11	\$1,098.11	\$1,550.00	\$1,550.00
7	Police Department Ceramic Tile	OCC	1	\$50.00	\$50.00	\$158.13	\$158.13	\$750.00	\$750.00
TOTAL SCHEDULE B					\$920.00		\$2,322.94		\$4,185.00
TOTAL SCHEDULE A + SCHEDULE B					\$1,270.00		\$2,501.83		\$4,535.00

City of Black Diamond PO Box 599 Black Diamond, WA 98010					
Project: Janitorial Services for City Buildings Bid Opening: March 18, 2014		Bidder & Address		Access Contracting LLC PO Box 39491 Lakewood, WA 98499	
Schedule A					
Item	Item Description	Unit	Qty.	Unit Bid	Amount
1	City Hall Weekly	WEEK	1	\$300.00	\$300.00
2	Community Development and Public Works Weekly	WEEK	1	\$600.00	\$600.00
3	Police Department and Court Weekly	WEEK	1	\$1,000.00	\$1,000.00
TOTAL SCHEDULE A					\$1,900.00
Schedule B					
Item	Item Description	Unit	Qty.	Unit Bid	Amount
1	City Hall Windows	OCC	1	\$250.00	\$250.00
2	City Hall Carpets	OCC	1	\$350.00	\$350.00
3	Community Development and Public Works Windows	OCC	1	\$475.00	\$475.00
4	Community Development and Public Works Carpets	OCC	1	\$650.00	\$650.00
5	Police Department and Court Windows	OCC	1	\$975.00	\$975.00
6	Police Department and Court Carpets	OCC	1	\$750.00	\$750.00
7	Police Department Ceramic Tile	OCC	1	\$555.00	\$555.00
TOTAL SCHEDULE B					\$4,005.00
TOTAL SCHEDULE A + SCHEDULE B					\$5,905.00

Severson's Building Maintenance

P.O. BOX 393
ENUMCLAW, WA 98022
(360) 825-0734



All five restrooms at Black Diamond City Hall Community Development and Public Works have just had the floors stripped and refinished at no extra charge and will continue to be stripped and refinished at no extra charge once a year by Seversons Building Maintenance.

I also clean all three microwaves free of charge each time I clean which will continue upon acceptance of this contract.

I also am an experienced window, carpet and floor cleaner which saves you from having to look for additional service providers.

Signed,

Gordon Severson

Owner

Seversons Building
Maintenance

Public Works Janitorial Services

1. The bid shall be awarded by the sum of the total of the bids for the categories of work. The bid will be awarded at the Owner's description based on either: 1) The sum of Schedule 'A' or 2) The sum of Schedule 'A' and Schedule 'B'. The undersigned has checked the above amounts and understands that the City will not be responsible for any errors or omissions on the part of the undersigned in making up this bid. In order for the Owner to consider a bid, all items on the bid must be filled in completely.
2. Bids shall be submitted via e-mailed or delivered to the Public Works Building at 24301 Roberts Drive by Tuesday, March 18, 2014 at 3:00 PM. E-mailed bids shall be sent to Scott Hanis (shanis@ci.blackdiamond.wa.us).
3. It is agreed that this bid may not be withdrawn within a period of sixty (60) days after the date set for the opening thereof.
4. In accordance with this bid and the City Contract, the undersigned further agrees to submit a signed contract, a certificate of insurance as per contract requirements and information on candidates for security access approval and within ten (10) days after receipt of a contract signed by the City.
5. Any changes to the contract requirements or bid instructions will be sent by e-mail. If the City sends out a change to the bid instructions, scope of work or contract, please acknowledge the receipt of the addenda below and include this acknowledgement with your bid:

1.

March 15 2014

Country Secret

2.

5. The undersigned hereby proposes to provide the weekly janitorial services at the following prices according to the City Contract, this bid, and the bid solicitation:

SCHEDULE 'A'			
ITEM NO.	ITEM	TASKS REQUIRED	COST PER WEEK
1	CITY HALL (approximately 1,900 square feet)	Weekly: Clean bathrooms, fill paper towels, vacuum carpet, dump garbage/recycling, replace can liners, clean kitchen area, dust surfaces, clean exposed counter areas (no need to move papers, etc.).	\$80.
2	COMMUNITY DEVELOPMENT & PUBLIC WORKS (approximately 4,340 square feet)	Weekly: Clean bathrooms, fill paper towels, vacuum carpet, dump garbage/recycling, replace can liners, clean kitchen area, clean exposed counter areas (no need to move papers, etc.).	\$145.
3	POLICE DEPARTMENT & COURT (approximately 9,200 square feet)	Weekly: Mop tile floors, vacuum carpet, clean bathrooms, fill paper towels, dump garbage/recycling, replace can liners, clean kitchen area, clean entry door glass, clean exposed counter areas (no need to move papers, etc.).	\$125.
TOTAL SCHEDULE 'A'			\$350.
SCHEDULE 'B'			
ITEM NO.	ITEM	TASKS REQUIRED	COST PER OCCURRENCE
1	CITY HALL REQUEST – WINDOWS	Request: Wash windows inside and out	\$85.
2	CITY HALL REQUEST – CARPETS	Request: Clean/shampoo carpets	\$150.
3	COMMUNITY DEVELOPMENT & PUBLIC WORKS REQUEST – WINDOWS	Request: Wash windows inside and out	\$85.
4	COMMUNITY DEVELOPMENT & PUBLIC WORKS REQUEST – CARPETS	Request: Clean/shampoo carpets	\$250.
5	POLICE DEPARTMENT & COURT REQUEST – WINDOWS	Request: Wash windows inside and out	\$150.
6	POLICE DEPARTMENT & COURT REQUEST – CARPETS	Request: Clean/shampoo carpets	\$150.
7	POLICE DEPARTMENT REQUEST – CERAMIC TILE	Request: Machine scrub ceramic tile	\$50.
TOTAL SCHEDULE 'B' (assumption of 1 occurrence each item)			\$920.
TOTAL SCHEDULE 'A' + SCHEDULE 'B'			\$1270.

Severson Building Maintenance
Bidder

March 17 2014
Date

Note building Contractor, I'm under services
Contractor's License No.

UBI 600 511 150
Contractor's UBI No.

By Gordon Severson owner/operator
Authorized Official

Address:

PO Box 393
Enumclaw WA 98022 Phone (360) 825-0734

- NOTES: 1. If the bidder is a copartnership, so state, giving firm name under which business is transacted.
2. If the bidder is a corporation, this bid must be executed by its duly authorized officials.

CITY OF BLACK DIAMOND

Department of Public Works
P.O. Box 599 – 24301 Roberts Drive
Black Diamond, Washington 98010

SERVICES CONTRACT SMALL WORKS

1. **Contract and Parties.** This Services Contract-Small Works ("Contract") is between the CITY OF BLACK DIAMOND, King County, Washington ("City"), a Washington municipal corporation and SEVERSON'S BUILDING MAINTENANCE ("Contractor"). The City and Contractor are each a "Party" and together the "Parties" to the Contract. The Parties agree as follows.
2. **Contract Services.** The Parties enter into this Contract for purposes of Contractor performing services to the City, generally described as:

Janitorial Services for Black Diamond municipal buildings;
See attached bid sheet for more complete description of services
(collectively "Services")
3. **Effective date.** This Contract becomes effective and binding upon the Parties, including each Party's heir, successor, and assign, immediately upon the most recent date of signature appearing on this Contract.
4. **Notices to Parties.** Contractor agrees to accept notices under this Contract via facsimile or email. It is the responsibility of Contractor to notify City in writing if any of the contact information appearing below should change. Any notices required shall be in writing and delivered to the following addresses. If notice by email, a hard copy shall be delivered or mailed the same date as email.

CITY:

CITY OF BLACK DIAMOND
P.O. Box 599 – 24301 Roberts Drive
Black Diamond, Washington 98010
Contact: Seth Boettcher
Phone: (253) 886-5711
Fax: (360) 886-2592
Email: sboettcher@ci.blackdiamond.wa.us

CONTRACTOR:

SEVERSON'S BUILDING MAINTENANCE
P.O. Box 393
Enumclaw, Washington 98022
Tax I.D. # 600 511 150
Contact: Gordon Severson
Phone: (360) 825-0734
Fax:
Email: severcp@comcast.net

5. Obligations of Contractor. The following terms and conditions apply to this Contract:

A. In general.

- (1) Responsible for all labor and work. Contractor shall be solely responsible for furnishing all labor and performance of all work necessary to provide the Services as described in the attached bid sheet.
- (2) Responsible for furnishing all materials and equipment. Contractor shall furnish all materials, cleaning supplies and equipment necessary to provide the Services, except for:
 - toilet paper
 - paper towels
 - Garbage can liners .

Materials, cleaning supplies and equipment furnished under the Contract shall be new and of good quality.

- (3) Documents incorporated by reference. All terms and specifications contained in any Request for Proposals (RFP) that was issued by City as part of determining the awarding of this Contract are hereby incorporated by reference and must be complied with by Contractor, unless one or more of such terms and specifications are expressly amended or waived in writing by City. In the event of conflict between Contract and RFP, the Contract shall prevail.
- (4) Laws and regulations to be followed. Contractor, its employees, agents, and subcontractors, shall at all times fully comply with all applicable laws, regulations, and administrative rulings in performing the Services.
- (5) Background Checks. Neither Contractor nor its owner or employees are authorized to access City buildings until the City has reviewed the background checks of Contractor's employees and has approved each of them individually for security access. If the selected Contractor is not able to provide the City with authorizations for background checks or the background checks of Contractor's employees fail to meet City standards, as determined by the Public Works Director in the Director's sole discretion, then the City may void the Contract and enter into a contract with another contractor. If Contractor allows access to City buildings by employees not approved for security clearance, the City may terminate the Contract, and Contractor's action will void any City obligation. However the Contractor may allow access to a subcontractor provided that a Contractor employee with security access supervises the subcontractor at all times. The Contractor shall notify the City when a Contractor's employee, that has been granted access, is no longer employed by the Contractor. The Contractor shall provide the City with information of any new employees that Contractor proposes to provide services to the City so that background checks can be processed and the proposed employee approval for access.

- (6) Keys and codes. The City will issue keys and alarm codes only to those personnel approved for access to City buildings. If keys are lost, Contractor shall pay the entire cost associated with key replacement and rekeying the locks to City buildings. The City may withhold payment under this Contract to pay for any such cost.

B. Work Performance.

- (1) Prevailing wages. Contractor shall pay prevailing wages, as that term is defined under the laws of the State of Washington, for all work performed on this Project by Contractor and by Contractor's employees, subcontractors and agents. Contractor is fully responsible for prevailing wage compliance.

For reference only, and without relieving any Contractor responsibility, the City notes the State of Washington prevailing wage rates for public works projects located in King County may be found at the following website address of the Department of Labor and Industries: <https://fortress.wa.gov/lni/wagelookup/prvWagelookup.aspx>. Based on the bid submittal deadline for this Contract, the applicable effective date for prevailing wages for this Contract is March 18, 2014. A copy of prevailing wage rates are also available for viewing at the office of the Owner, located at 24301 Roberts Drive, Black Diamond, WA 98010. Upon request, the Owner will mail a hard copy of the applicable prevailing wages for this project.

- (2) Wage Reporting. Contractor shall report the wages paid to the Department of Labor and Industries once per year and provide a copy of the affidavit of wages paid to the City.
- (3) Coordination with the City. Contractor shall coordinate with the City Public Works Department for a mutually acceptable, fixed and regular time to perform the Services.
- (4) Description of Services. All work is to be performed to the City's satisfaction and in compliance with the Scope of Work as specified in the attached bid sheet and request for services, unless such requirements or specifications are expressly amended in writing by the City.
- (5) Performance Standards. All work is to be performed to the City's satisfaction and to City standards, as determined by the Public Works Director in his or her sole discretion. If the Services do not meet City standards, the Public Works Director shall notify Contractor of the deficiencies. Contractor shall have two opportunities to bring the Services up to City standards.
- (6) Term of Contract. This Contract will be valid for a period of two years starting from the date of the Mayor's signature on the Contract.
- (7) Schedule of Work to be followed. Once an acceptable, fixed, and regular

cleaning schedule is established, Contractor shall provide the Services weekly through the duration of the contract.

C. Non-Discrimination.

- (1) Contractor, Contractor's officers and employees, its subcontractors and agents, shall not discriminate against any employee or applicant for employment or any other person in the performance of this Contract because of race, creed, color, national origin, marital status, sex, age, disability, or other condition prohibited by federal, state, or local law or ordinance, except where the condition constitutes a bona fide occupational qualification under law.
- (2) Any violation of this Section shall be a material breach of this Contract and grounds for immediate cancellation, termination, or suspension of the Contract by City, in whole or in part, and may result in Contractor being ineligible to perform further work for the City.

6. **Compensation.**

LUMP SUM. Compensation for the Services specified in the attached bid sheet shall be three hundred fifty dollars and no cents (\$350.00) per week, including applicable sales tax. Additional special services provided will be eligible for an additional payment according to the bid schedule as identified in the attached bid sheet.

7. **Payment.**

- A. Upon completion of a month of weekly service, Contractor shall bill the City for work performed within the last month.
- B. All invoices shall be paid by City warrant within thirty (30) days of receipt of a proper invoice.
- C. Failure to perform any of the obligations under the Contract by Contractor may be decreed by the City to be adequate reason for withholding any payments until compliance is achieved.
- D. Payments received on account of work performed by a subcontractor are subject to the provisions of RCW 39.04.250.

8. **Retainage.** Pursuant to Chapter 60.28 RCW, a sum of five percent (5%) of the monies earned by Contractor will be retained from progress payments. Such retainage shall be used as a trust fund for the protection and payment (1) to the State with respect to taxes imposed pursuant to RCW Title 82, and (2) the claims of any person arising under the Contract. No final payment or release of any retainage will be made until Contractor and each subcontractor has submitted an "Affidavit of Wages Paid" (LI 700-7 or other approved form). Within 60 days of demonstration that state rate wages and state taxes have been paid the City will release the retainage held and accumulated over the past year of service.

9. **Changes.** After execution of the Contract, changes in the Contract may be accomplished by change order. The City, without invalidating the Contract, may order additional services within the general scope of the Contract consisting of additions, deletions or other revisions, the contract sum and Contract completion date being adjusted accordingly. Change orders shall be in writing signed by the Parties.
10. **Termination of Contract.** This Contract may be terminated by the City at any time upon the default of Contractor or upon public convenience, in which Contractor shall be entitled to just and equitable compensation for any satisfactory work completed prior to the date of termination. Contractor shall not be entitled to any reallocation of cost, profit or overhead. Contractor shall not in any event be entitled to anticipated profit on work not performed because of such termination. Contractor shall use its best efforts to minimize the compensation payable under this Contract in the event of such termination. If the contract is terminated for default, Contractor shall not be entitled to receive any further payments under the Contract until all work called for has been fully performed. Any extra cost or damage to the City resulting from such default(s) shall be deducted from any money due or coming due to Contractor. Contractor shall bear any extra expenses incurred by the City in completing the work, including all increased costs for completing the work, and all damage sustained, or which may be sustained by the City by reason of such default.
11. **Responsibility Criteria and Verification by Contractor.** Pursuant to Chapter 39.04 RCW, the following requirements are part of this Contract:
- A. Responsibility Criteria.
- (1) Eligibility to be awarded contract. Contractor hereby certifies that Contractor meets the following responsibility criteria:
- a. Contractor has a certificate of registration in compliance with chapter 18.27 RCW;
 - b. Contractor has a current state unified business identifier number;
 - c. If applicable, Contractor has industrial insurance coverage for Contractor's employees working in Washington as required under Title 51 RCW; an employment security department number as required in Title 50 RCW; and a state excise tax registration number as required in Title 82 RCW; and
 - d. Contractor is not disqualified from bidding on any public works contract under RCW 39.06.010 or 39.12.065(3).
- B. Requirement to verify subcontractors. Contractor verifies the responsibility criteria contained above for each first tier subcontractor, and a subcontractor of any tier that hires other subcontractors and that each subcontractor verify the responsibility criteria for each of its subcontractors. Verification shall include that each subcontractor, at the time of subcontract execution, meets the responsibility criteria listed in RCW 39.04.350(1) and possesses an electrical contractor license, if required by chapter 19.28 RCW, or an elevator contractor license, if

required by chapter 70.87 RCW. This verification requirement must be included in every subcontract of every tier.

12. Insurance.

- A. All employees, subcontractors, agents to be covered. Contractor shall procure and maintain for the duration of the Contract, and shall provide proof satisfactory to the City, insurance that covers Contractor and each of Contractor's employees, subcontractors or agents (who are not otherwise covered by Contractor's insurance) against claims for injuries to persons, damage to property or theft of City property which may arise from or in connection with the performance of the work hereunder by Contractor, its employees, subcontractors or agents.
- B. Lack of insurance grounds for termination of contract. Failure of Contractor to maintain insurance as required herein shall be grounds for immediate termination of this Contract by the City.
- C. Title 51 Industrial Insurance Waived. The Parties have specifically negotiated as a term of this Contract that Contractor has agreed to expressly waive immunity under Title 51 RCW, Industrial Insurance Law.
- D. Minimum Scope of Insurance. Contractor shall obtain insurance of the types described below:
 - (1) Automobile Liability insurance covering all owned, non-owned, hired and leased vehicles. Coverage shall be written on Insurance Services Office (ISO) form CA 00 01 or a substitute form providing equivalent liability coverage. The policy shall provide contractual liability coverage.
 - (2) Commercial General Liability insurance shall be written on ISO occurrence form CG 00 01 and shall cover liability arising from premises, operations, stop gap liability, independent contractors, products-completed operations, personal injury and advertising injury, and liability assumed under an insured contract. The Commercial General Liability insurance shall be endorsed to provide the Aggregate Per Project Endorsement ISO form CG 25 03 11 85. There shall be no endorsement or modification of the Commercial General Liability insurance for liability arising from explosion, collapse or underground property damage. The City shall be named as an insured under Contractor's Commercial General Liability insurance policy with respect to the work performed for The City using ISO Additional Insured endorsement CG 20 10 10 01 and Additional Insured-Completed Operations endorsement CG 20 37 10 01 or substitute endorsements providing equivalent coverage.
 - (3) Workers' Compensation coverage as required by the Industrial Insurance laws of the State of Washington.
- E. Minimum Amounts of Insurance. Contractor shall maintain the following insurance limits:

- (1) Automobile Liability insurance with a minimum combined single limit for bodily injury and property damage of \$1,000,000 per accident.
 - (2) Commercial General Liability insurance shall be written with limits no less than \$1,000,000 each occurrence, \$2,000,000 general aggregate and a \$2,000,000 products-completed operations aggregate limit.
- F. Other Insurance Provisions. The insurance policies are to contain, or be endorsed to contain, the following provisions for Automobile Liability, Commercial General Liability and Builders Risk insurance:
 - (1) Contractor's insurance coverage shall be primary insurance as respects the City. Any insurance, self-insurance, or insurance pool coverage maintained by the City shall be excess of Contractor's insurance and shall not contribute with it.
 - (2) Contractor's insurance shall be endorsed to state that coverage shall not be cancelled by either party, except after thirty (30) days prior written notice by certified mail, return receipt requested, has been given to the City.
 - (3) Contractor, at City's request, shall provide to City a complete copy of requested policy(ies) and not just certificates.
- G. Verification of Coverage. Contractor shall furnish the City with original certificates and a copy of all amendatory endorsements, naming City as additional named insured, including but not necessarily limited to the additional insured endorsements evidencing the Automobile Liability and Commercial General Liability insurance of Contractor before commencement of the work.
- H. Subcontractors. Contractor shall ensure that each subcontractor of every tier obtains at a minimum the same insurance coverage and limits as stated herein for Contractor . Contractor shall provide evidence of such insurance.
- I. Contractor's Other Losses. Whether insured or not, Contractor shall assume full responsibility for all loss or damage from any cause whatsoever to any contractor owned tools, vehicles, equipment or other personal property; and Contractor's employee owned tools, machinery, equipment, or motor vehicles owned or rented by Contractor, or Contractor's agents, suppliers or contractors.
- J. Other City losses. The Contractor's insurance shall cover all loss or damage to City tools, vehicles, equipment, buildings, materials, or other property damage caused by the actions of the Contractor or is employees, agents, suppliers or subcontractors.

13. Claims for damages.

- A. Excluded situations. City shall not be responsible for delays events or conditions that preclude the provision of Service at one or all of the City buildings. If an

event or condition prevents the provision of Service the monthly billing shall be reduced accordingly.

- B. "Damages" defined. For purposes of applying RCW 4.24.115 to this Contract, Contractor and City agree that the term "damages" applies only to a finding in a judicial proceeding and is exclusive of third party claims for damage primarily thereto.

- 14. Indemnification/Hold Harmless.** Contractor shall defend, indemnify and hold the City, its officers, officials, employees and volunteers harmless from any and all claims, injuries, damages, losses or suits including attorney fees, arising out of or in connection with the performance of this Contract, except for injuries and damages caused by the sole negligence of the City. Should a court of competent jurisdiction determine that this Contract is subject to RCW 4.24.115, then, in the event of liability for damages arising out of bodily injury to persons or damage to property caused by or resulting from the concurrent negligence of Contractor and the City, its officers, officials, employees, and volunteers, Contractor's liability hereunder shall be only to the extent of Contractor's negligence. It is further specifically and expressly understood that the indemnification provided in this Section 15 constitutes Contractor's waiver of immunity under Industrial Insurance, Title 51 RCW, solely for the purposes of this indemnification. This waiver has been mutually negotiated by the parties. The provisions of this section shall survive the expiration or termination of this Contract.
- 15. Assigning or Subcontracting.** Contractor shall not assign, transfer, subcontract or encumber any rights, duties, or interests accruing from this Contract without the express prior written consent of the City.
- 16. Independent Contractor.** Contractor is and shall be at all times during the term of this Contract an independent contractor.
- 17. Disputes.** Any action for claims arising out of or relating to this Contract shall be governed by the laws of the State of Washington. Venue shall be in King County Superior Court.
- 18. Attorneys Fees.** In any suit or action instituted to enforce any right granted in this Contract, the substantially prevailing party shall be entitled to recover its costs, disbursements, and reasonable attorneys fees from the other party.
- 19. Extent of Contract/Modification.** This Contract, together with attachments or addenda, represents the entire and integrated agreement between the parties hereto and supersedes all prior negotiations, representations, or agreements, either written or oral. This Contract may be amended, modified or added to only by written instrument properly signed by both parties.

BY ITS SIGNATURE BELOW, EACH PARTY ACKNOWLEDGES HAVING READ AND UNDERSTOOD THE TERMS AND CONDITIONS OF THIS CONTRACT AND AGREES TO BE BOUND BY THEM.

CITY OF BLACK DIAMOND

CONTRACTOR

By: _____

By: _____

Print name: Dave Gordon

Print name: _____

Title: Mayor

Title: _____

Date: _____

Date: _____

Approved as to form:

City Attorney

Attachments

CERTIFICATE AS TO CORPORATE PRINCIPAL

I, _____ (*Corporate Officer (Not Contract Signer)*) certify that I am the _____ (*Corporate Title*) of the corporation named _____ as Contractor in the Contract attached hereto; that _____, (*Contract Signer*) who signed said Contract on behalf of Contractor, was then _____ (*Corporate Title*) of said corporation; that said Contract was duly signed for and in behalf of said corporation by authority of its governing body, and is within the scope of its corporate powers.

Corp. officer signature (not contract signer)

Printed

Title

State of _____

County of _____

_____, (*corporate officer (not contract signer)*) being duly sworn, deposes and says that he/she is _____ (*Corporate Title*) of _____ (*Name of Corporation*)

Subscribed and sworn to before me this _____ day of _____, 20_____

Notary Public (Signature)

Notary Public (Print)

My commission expires _____

**DECLARATION OF OPTION FOR MANAGEMENT
OF STATUTORY RETAINED PERCENTAGE**

Note: This form must be submitted at the time Contractor executes the contract. Contractor shall designate the option desired by checking the appropriate space.

Monies reserved under provisions of RCW 60.28, at the option of Contractor, shall be:

_____ (1) Retained in a fund by the City.

_____ (2) Deposited by the City in an interest-bearing account in a bank, mutual savings bank or savings and loan association.

_____ (3) Placed in escrow with a bank or trust company by the City. When the monies reserved are to be placed in escrow, the City will issue a check representing the sum of the monies reserved payable to the bank or trust company and Contractor jointly. Such check shall be converted into bonds and securities chosen by Contractor and approved by the City and the bonds and securities held in escrow. Contractor in choosing option (2) or (3) agrees to assume full responsibility to pay all costs which may accrue from escrow services, brokerage charges or both, and further agrees to assume all risks in connection with the investment of the retained percentages in securities.

Contractor Signature

Date

CITY COUNCIL AGENDA BILL

City of Black Diamond
Post Office Box 599
Black Diamond, WA 98010

ITEM INFORMATION		
SUBJECT: AB14-040 Resolution No. 14-940, declaring certain City property surplus to the needs of the City.	Agenda Date: April 3, 2014	
	AB14-040	
	Mayor Dave Gordon	
	City Administrator Christy Todd	
	City Attorney Carol Morris	
	City Clerk – Brenda L. Martinez	
	Community Development – Stacey Welsh	
	Finance – May Miller	
	Economic Development – Andy Williamson	
	Parks/Natural Resources – Aaron Nix	
Police – Chief Kiblinger		
Public Works – Seth Boettcher	X	
Court Administrator – Stephanie Metcalf		
Agenda Placement: <input type="checkbox"/> Mayor <input type="checkbox"/> Two Councilmembers <input type="checkbox"/> Committee Chair <input checked="" type="checkbox"/> City Administrator		
Attachments: Resolution No. 14-940, Surplus List (Exhibit A)		
SUMMARY STATEMENT: Over the last year, the City has discontinued the use of or has no need for certain property which has been turned over to the Facilities Department to surplus. With the authorization from the City Council, surplus items are available for sale by sealed bid, online auction, or other reasonable and allowable means. Items that cannot be sold will be disposed of as junk. FISCAL NOTE (Finance Department): Sale of Surplus items are expected to cover minor listing costs of approximately \$500.		
COUNCIL COMMITTEE REVIEW AND RECOMMENDATION:		
RECOMMENDED ACTION: MOTION to adopt Resolution 14-940 declaring certain City property surplus to the needs of the City.		
RECORD OF COUNCIL ACTION		
Meeting Date	Action	Vote
April 3, 2014		

RESOLUTION NO. 14-940

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
BLACK DIAMOND, KING COUNTY, WASHINGTON
DECLARING CERTAIN CITY PROPERTY SURPLUS TO
THE NEEDS OF THE CITY**

WHEREAS, the City desires to dispose of personal property surplus to the needs of the City; and

WHEREAS, such property has accumulated over time in various storage areas; and

WHEREAS, all such property has been cataloged with all departments having the opportunity to review the listing; and

WHEREAS, City Council must deem the property to be surplus and authorize its disposal;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF BLACK DIAMOND, WASHINGTON, DOES RESOLVE AS FOLLOWS:

Section 1. The listing of certain City property is hereby declared surplus to the needs of the City of Black Diamond, as attached hereto as Exhibit A.

Section 2. The City Council authorizes City staff to make items available for sale, either by sealed bid, online auction, or other reasonable and allowable means.

PASSED BY THE CITY COUNCIL OF THE CITY OF BLACK DIAMOND, WASHINGTON, AT A REGULAR MEETING THEREOF, THIS 3RD DAY OF APRIL, 2014.

CITY OF BLACK DIAMOND:

Dave Gordon, Mayor

Attest:

Brenda L. Martinez, City Clerk

SURPLUS
EXHIBIT "A"

[illegible]

SURPLUS
EXHIBIT "A"

[illegible]

SURPLUS
EXHIBIT "A"

[illegible]

CITY COUNCIL AGENDA BILL

City of Black Diamond
Post Office Box 599
Black Diamond, WA 98010

ITEM INFORMATION		
SUBJECT: AB14-041 Introduction and consideration of a resolution regarding special events permit for The Great Horror Campout in Black Diamond	Agenda Date: April 3, 2014	
	AB14-041	
	Mayor Dave Gordon	
	City Administrator Christy Todd	
	City Attorney Carol Morris	
	City Clerk – Brenda L. Martinez	
	Community Development – Stacey Welsh	
	Finance – May Miller	
	Economic Development – Andy Williamson	X
	Parks/Natural Resources – Aaron Nix	
Cost Impact (see also Fiscal Note): none		
Fund Source:		
Timeline:		
Agenda Placement: <input type="checkbox"/> Mayor <input type="checkbox"/> Two Councilmembers <input type="checkbox"/> Committee Chair <input checked="" type="checkbox"/> City Administrator		
Attachments: staff working file		
SUMMARY STATEMENT: <p>The Great Horror Campout will be located on Palmer Coking Coal property located at 31407 3rd Avenue, Black Diamond, Washington.</p> <p>The event will be held on 7/25 and 7/26 The event will run from 8PM to 8AM each night with camping in provided tents. A parking plan that is the same as past events held on this property has been proposed The applicant has estimated 1,000 participants per night and has made plans to accommodate this level of participation .The applicant has provided a certificate of insurance and an agreement with Palmer Coking Coal for the use of the property.</p> <p>At this time staff is waiting for additional departments to finalize their comments and will present them at the Council meeting on 4/03/14. Please note this is only an introduction to the Council. City staff will bring back final action for the Council on April 17th.</p> <p>FISCAL NOTE (Finance Department): No costs for the City of Black Diamond as the costs for Police and Fire services will be reimbursed by the Vendor.</p>		
COUNCIL COMMITTEE REVIEW AND RECOMMENDATION:		
RECOMMENDED ACTION: Introduction and consideration of a resolution.		
RECORD OF COUNCIL ACTION		
Meeting Date	Action	Vote
April 3, 2014		



ONLY THE DAWNING SUN WILL SAVE YOU

10-City



Overnight Horror Campout Coming To Town

From Ten Thirty One Productions



12 Hours of Heart Pounding Terror



32 Acres Of Hiding Places, Shadows & Sounds



500 Tents As The Only Thing Separating Campers From...



125 Famished Creatures Thought Only To Exist In Legend

Welcome To The **Great Horror Campout**

Only The Dawning Sun Will Save You



The Gory Details

The Tour

June 6th & 7th - Los Angeles
June 20th & 21st - Houston
June 27th & 28th - Austin
July 11th & 12th - San Diego
July 18th & 19th - San Francisco
July 25th & 26th - Seattle
August 1st & 2nd - Portland
August 15th & 16th - San Jose
August 22nd & 23rd - Los Angeles

Tentative Add - Dallas

Featuring

Overnight Tent Camping
Horror Movies
Bonfire Sing-a-long
Marshmallow Roasting
“Hell Hunt” Interactive Challenge
Color War Competitions
Camp style Buffet Dinner
Camp style Buffet Breakfast
Cages
Kidnappers
Camp Headmaster
Camp Counselors
Voodoo Rituals
Blood Tag
Talent Show



About Great Horror Campout

Debuted in LA in 2013, the *Great Horror Campout* is the only overnight, twelve-hour experience that puts campers into an immersive horror camping adventure jam packed with layers upon layers of content.

Campers can choose the intensity of their adventure. However, whether they decide to stay in their tents with friends or venture into the darkness they are fair game.

With a slogan that promises, "Only The Dawning Sun Will Save You," tents, horror movies, bonfires and marshmallow roasting are only the beginning. Campers wanting an even more extreme horror experience can participate in a Hell Hunt, an interactive experience that will bring campers face to face with their worst nightmares in order to retrieve the items for which they are hunting. The Hell Hunt will send campers bathing in the blood of a Pope Lick, partaking in a sacrificial voodoo ritual, digging through road kill amongst Beasts of Bray, and tons more.

Campers will have to use creative thinking and problem solving to find the most coveted items and compete for the title of Hell Master and the Grand Prize.





MAP of the GREAT HORROR CAMPOUT

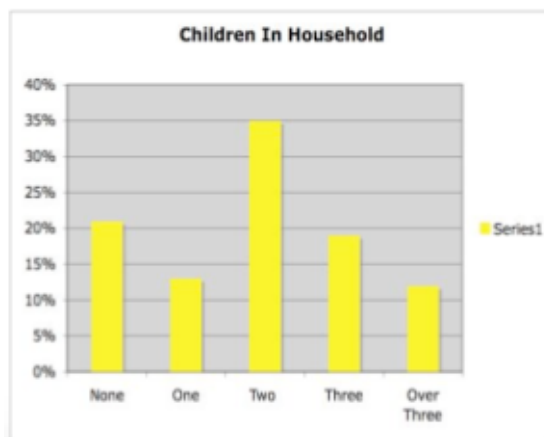
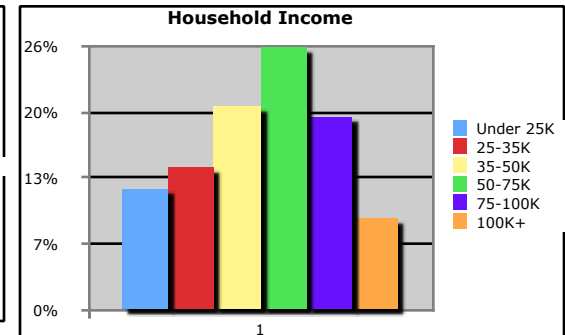
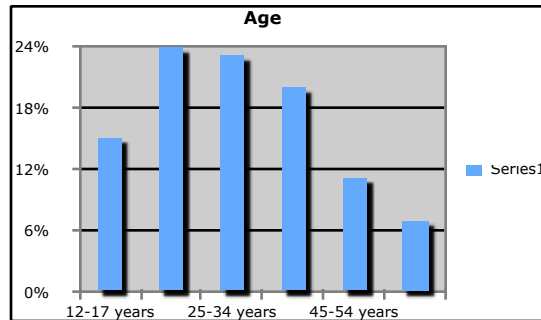
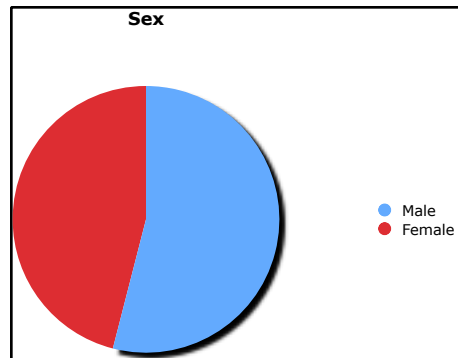


(You lose this map , you could lose your life)





Qualitative Profile



Less Than 12th
Grade
16.6%



High School
Graduate or GED
31.9%



Some College
26.9%



College Degree or
More
24.5%



Massive Marketing Launch

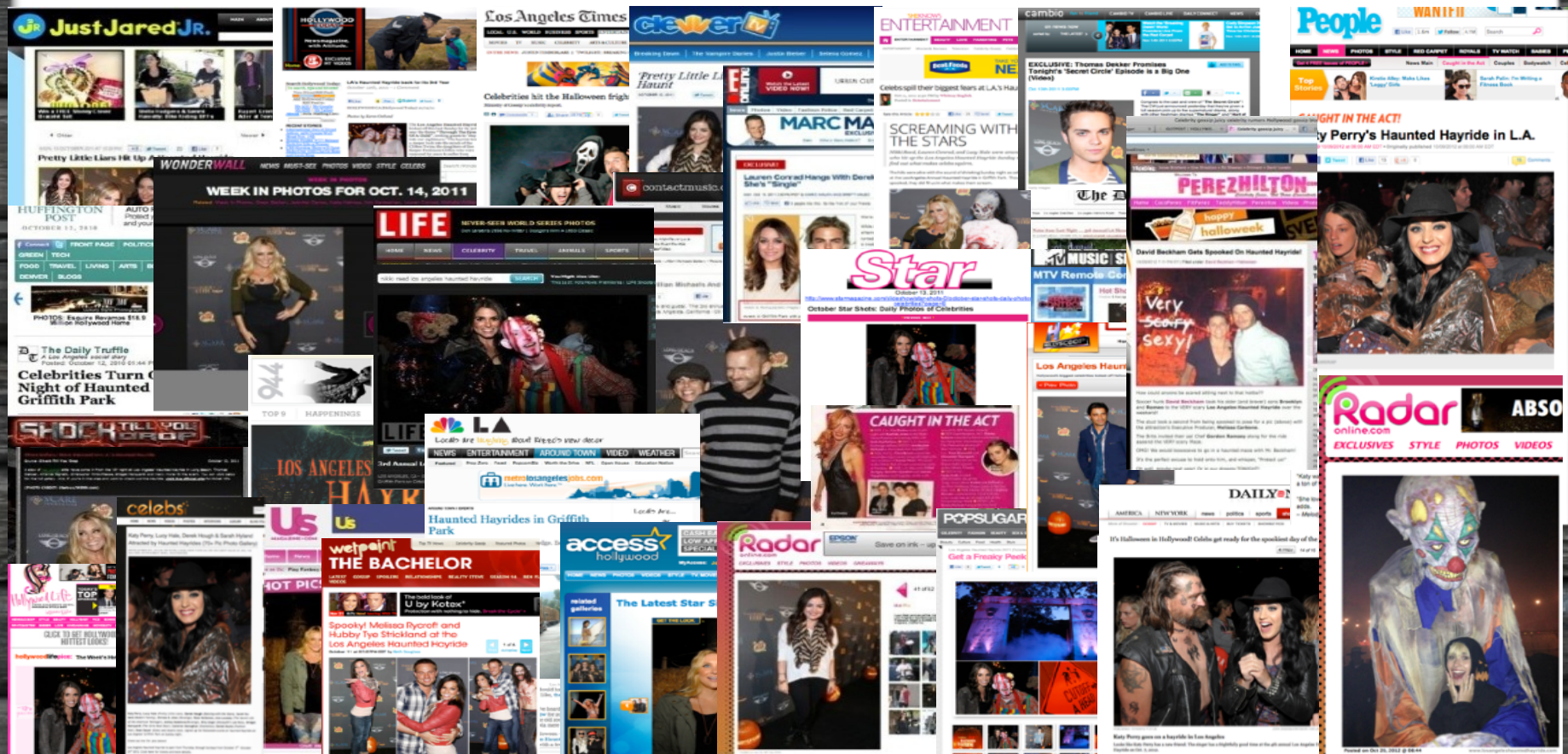


Los Angeles Times





Proven Track Record of HUGE SUCCESS





melissa
Carbone
1-310-386-1090

PERMIT# SEP14-0001

EVENT INFORMATION

EVENT NAME: Great Horror Campout
 EVENT LOCATION: Palmer Coking Coal 31407 Washington 169, Black Diamond, WA 98010
 (If structures will be erected and/or street ROW used, please attach (3) drawings noting locations and dimensions.)
 EVENT TYPE: ☐ Exhibition ☐ Protest ☐ Run/Walk ☐ Dance ☐ Festival ☐ Concert ☐ Party
 (Check all that apply) ☐ Wedding ☐ Drama ☐ Parade ☒ Other ☒ Overnight campout
 DATE OF EVENT: 7/25 & 26/2014 HOURS: 8pm - 8am
 PURPOSE OF EVENT: Overnight immersive horror camping event

EST. ATTENDANCE: Participants 2000 Spectators 0 Volunteers/Personnel 200
 CITY BUS. LICENSE #: _____ (participating commercial vendors will also require a City license)

PARKING PLANS: Same lots as Tough Mudder parking lots
 (Please provide a drawing unless you are using an existing parking lot with sufficient stalls)

FACILITIES TO BE USED: ☐ City Park ☐ Lake Sawyer ☐ Sidewalk ☐ Street ☒ Private Property
 (If using private property, you must provide proof that you have permission unless you are the owner.)

CITY ASSISTANCE REQUIRED: ☐ Police ☐ Fire ☐ Public Works ☐ Other _____
 Describe: TBD
 (Police and Fire services require a written agreement that must be submitted with the event application.)

INSURANCE COMPANY: Donat Insurance Services, LLC
 (Proof of Ins. required naming City of Black Diamond as co-insured if event is taking place on City property.)

FOOD TO BE SERVED: ☒ YES ☐ NO If yes, provide copy of Health Dept approval/license.
 SOUND SYSTEM: ☒ YES ☐ NO
 (If liquor and music are provided a Cabaret license may be required.)

SANITATION PLANS (Sani-cans, hand washing stations, etc): Toilets, portable toilets, hand wash stations
 PRODUCTS OR SERVICES TO BE SOLD: ☒ YES ☐ NO If yes, what? Event merch, water, snacks
 ADMISSION FEE: ☒ YES ☐ NO If yes, how much? \$159
 HAS THE EVENT BEEN PREVIOUSLY PRODUCED? ☒ YES ☐ NO PREVIOUS DATE: 6/7/38/2013
 ANY CHANGES FROM PREVIOUS EVENT? ☒ YES ☐ NO If yes, list changes:
Additional zones added, otherwise the same

APPLICANT INFORMATION

APPLICANT: Melissa Carbone ORGANIZATION: Feri Thirty One Productions
 MAILING ADDRESS: 13701 Riverside Dr. Suite 400, Sherman Oaks CA

CONTACT PHONE: (310) 386-1090 FAX NA

EMAIL ADDRESS: kenthurstyone@mc.com

EMERGENCY CONTACT Rendi Stuart PHONE (919) 991-8502


SIGNATURE OF APPLICANT

2/22/14

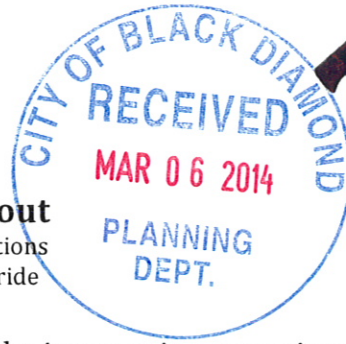
DATE

Additional information or requirements may be requested. Please allow 3 - 4 weeks for processing.



TenThirtyOne
Productions llc

Great Horror Campout
From Ten Thirty One Productions
Creators of LA Haunted Hayride



The Great Horror Campout is an overnight immersive camping experience that allows campers to build their own interactive camping adventure to be as mild or extreme as they want.

Quick Facts:

- 12 Hours of Heart Pounding Terror (8pm-8am)
- 32 Acres of Hiding Places, Shadows & Sounds
- 500 Tents As The Only Thing Separating Campers from...
- 125 Famished Creatures Thought Only to Exist in Legend
- **Will hire approx: 200 people locally from each city**

Projected GHC Tour Schedule 2014

- Los Angeles → June 6 and 7 Dallas - Tentative
- Houston → June 20 and 21
- Austin → June 27 and 28
- San Diego → July 11 and 12
- San Francisco → July 18 and 19
- **Seattle → July 25 and 26 (Black Diamond - see proposed plot map)**
- Portland → August 1 and 2
- Break
- San Jose → August 15 and 16
- Los Angeles → August 22 and 23

Features

- Overnight Tent Camping
- "Hell Hunt" Interactive Challenge
- Camp Dossier with Clues
- Scag "Stuff All Campers Get" Bag
- Bonfire Sing-a-long
- Marshmallow Roasting
- Horror Movies
- Color War Competitions
- Camp style Buffet Dinner
- Camp style Buffet Breakfast

Visit GreatHorrorCampout.Com For Details

Great Horror Campout is an asset of Ten Thirty One Productions and is registered in the United States Patents & Trademarks Office



TenThirtyOne
Productions llc



- Cages
- Kidnappers
- Camp Headmaster
- Camp Counselors
- Voodoo Rituals
- Blood Tag
- Talent Show
- Eli's Roth's Black Iowaska - Hell Hunt Challenge

Marketing Campaign

- Target: Male Skewed 18-34 with largest segment as 18-24. Comic-con/Fantasy/Sci-Fi/High Octane Horror Fans. HH income over 50+ with at least a high school education.
 - Outdoor Billboards, Transit Shelters, Wild Postings
 - Local Radio Stations
 - Facebook/Google/MSN/Twitter
 - Abc - Shark Tank
 - Taste Maker Blog Sites/Thrillest/Reddit/JustJared/Perez

Visit GreatHorrorCampout.Com For Details

Great Horror Campout is an asset of Ten Thirty One Productions and is registered in the United States Patents & Trademarks Office

FUN MAP – Given To Campers in Los Angeles
 (Each Different Location has it's own Fun Map that is applicable to the site)



Visit GreatHorrorCampout.Com For Details
 Great Horror Campout is an asset of Ten Thirty One Productions and is registered in
 the United States Patents & Trademarks Office



Ten Thirty One Productions LLC
Melissa Carbone, President
13701 Riverside Dr., Suite 400
Sherman Oaks, CA 91423

**RIGHT OF ENTRY PERMIT TO TEN THIRTY ONE PRODUCTIONS LLC FOR
THE DESIGN, PRODUCTION AND TEMPORARY OPERATION OF THE
GREAT HORROR CAMPOUT**

Palmer Coking Coal Company, LLP (hereinafter referred to as the DEPARTMENT), hereby issues a temporary Right of Entry Permit (PERMIT) to Ten Thirty One Productions, LLC (CO-PERMITTEE) (hereinafter collectively referred to as the (PERMITTEE), granting authorization to PERMITTEE to facilitate the establishment of the Great Horror Campout, an asset owned and operated by Ten Thirty One Productions, LLC, and granting authorization to PERMITTEE to use the permit area for this special event at **Palmer Coking Coal Company, LLP**

Subcontractors for the event will include, but are not limited to Greco Décor, Inc. Issuance of this PERMIT is contingent upon the execution of this PERMIT as provided in this document. Said PERMIT will not become effective until properly executed and returned to DEPARTMENT as noted.

The PERMIT is issued subject to the following conditions:

1. PERMIT AREA DEFINED

The Permitted Area is illustrated in Plot Map and represented by ATTACHMENT A (provided by PERMITTEE).

2. PERMISSION GRANTED

A. PERMITTEE is granted authorization to facilitate the establishment of the Great Horror Campout at 31407 Washington 169, Black Diamond, WA 98010. PERMITTEE is granted authorization for the design, production and operation of the Great Horror Campout at 31407 Washington 169, Black Diamond, WA 98010

B. PERMITTEE shall take necessary safety precautions when working within Permit Area. PERMITTEE shall utilize barricades or other safety mechanisms when work site is open and exposed to the public. PERMITTEE shall review work safety requirements with DEPARTMENT representative.



C. PERMITTEE shall be responsible for providing all signs, message boards, traffic cones and traffic barricades. PERMITTEE will provide appropriate lighting for all pedestrian ingress and egress areas. PERMITTEE will provide appropriate lighting for parking areas used by event participants.

D. PERMITTEE shall be responsible for providing portable toilets. PERMITTEE shall be responsible for maintaining the portable toilets.

3. TERM

The Term of this PERMIT shall be July 22, 2014 through July 28, 2014. Set-up will begin at 12:00 p.m., July 22, 2014. Breakdown and clean-up will be complete July 28, 2014. The Great Horror Campout will be open to the public and operating Haunted themed amusement attraction on July 25th from 8pm-8am and on July 26th from 8pm-8am, during the Term of this PERMIT.

4. FEES AND COSTS

PERMITTEE agrees to pay \$14,000 to DEPARTMENT, on or before August July 1, 2014 and shall be all inclusive of permitting fees and any DEPARTMENT personal that the DEPARTMENT mandates the present of at the event site.

5. WAIVER, INDEMNITY AND RELEASE OF CLAIMS

PERMITTEE hereby expressly agrees on its behalf and that of its officers, employees, agents, successors, assigns and legal representatives:
That the DEPARTMENT, its boards, officers, agents, employee, assigns, successors and volunteers shall not be responsible or liable for any injury (physical or mental), death, damage, loss or expense (including legal costs and responsible attorney fees) either to PERMITTEE, its subcontractors, its invitees, or either party's property incurred while PERMITTEE are exercising the above permission or is engaged in activities related thereto. PERMITTEE HEREBY ASSUME FULL RESPONSIBILITY FOR ANY AND ALL RISK OF INJURY, DEATH OR PROPERTY DAMAGE arising out of said activities. PERMITTEE further agrees to indemnify and hold harmless the DEPARTMENT, its boards, officers, agents, employees, assigns, successors and volunteers from all loss or liability, actual or alleged, that may arise from PERMITTEE' or acts or omission, either intentional or negligent, while participating in the above described activities. However, neither the waiver nor the indemnity agreement exempts the DEPARTMENT or its boards, officers, agents, employees, assigns, successors or volunteers from acts or active negligence or willful misconduct of the DEPARTMENT.

13. INSURANCE

PERMITTEE will obtain, or shall cause to be obtained, the attached insurance coverage's (Attachment B) and name the DEPARTMENT as an additional insured.



Please indicate your acceptance of the foregoing in the section below the signature block of this letter, and return the signed original copy to the PERMITEE.

William Kombol, Manager
Palmer Coking Coal Company, LLP
P.O. Box 10 / 31407 Highway 169
Black Diamond, WA 98010-0010
telephone: 425-432-4700
telephone: 360-886-2841
email: palmercokingcoal@aol.com

Date

Melissa Carbone
Ten Thirty One Productions, LLC
13701 Riverside Dr. Suite 400
Sherman Oaks, CA 91423
Telephone: 877-342-6618
Email: info@tenthirtyoneproductions.com

Date



TENTH-1

OP ID: LA

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
02/21/2014

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Donat Insurance Services, LLC P.O. Box 718 Lake Delton, WI 53940 Kenneth D. Donat	CONTACT NAME:	
	PHONE (A/C, No, Ext):	FAX (A/C, No):
INSURED Ten Thirty One Productions LLC Melissa Carbone 2214 Parnell Ave Los Angeles, CA 90064	E-MAIL ADDRESS:	
	INSURER(S) AFFORDING COVERAGE	
	INSURER A : United States Fire Ins. Co.	
	INSURER B :	
	INSURER C :	
	INSURER D :	
INSURER E :		
INSURER F :		

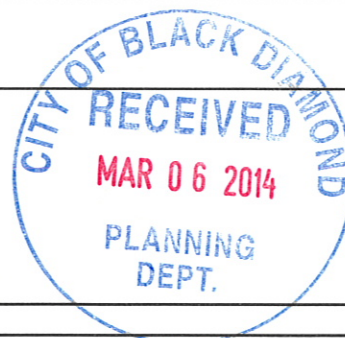
COVERAGES**CERTIFICATE NUMBER:****REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY	X	X	SAMPLE	07/25/2014	07/26/2014	EACH OCCURRENCE \$ 1,000,000
	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY						DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						MED EXP (Any one person) \$ 5,000
							PERSONAL & ADV INJURY \$ 1,000,000
							GENERAL AGGREGATE \$ 5,000,000
							PRODUCTS - COMP/OP AGG \$ 5,000,000
X	AUTOMOBILE LIABILITY				07/25/2014	07/26/2014	COMBINED SINGLE LIMIT (Ea accident) \$
	<input type="checkbox"/> ANY AUTO						BODILY INJURY (Per person) \$
	<input type="checkbox"/> ALL OWNED AUTOS						BODILY INJURY (Per accident) \$
	<input type="checkbox"/> HIRED AUTOS						PROPERTY DAMAGE (PER ACCIDENT) \$
	<input type="checkbox"/> SCHEDULED AUTOS						
	<input type="checkbox"/> NON-OWNED AUTOS						
X	UMBRELLA LIAB				07/25/2014	07/26/2014	EACH OCCURRENCE \$ 3,000,000
	<input checked="" type="checkbox"/> EXCESS LIAB						AGGREGATE \$ 3,000,000
	<input type="checkbox"/> DED						
	<input type="checkbox"/> RETENTION \$						
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y/N						
	If yes, describe under DESCRIPTION OF OPERATIONS below						

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

Event Dates - July 25th and 26th, 2014
The Certificate Holder is listed as Additional Insured with respect to General Liability coverage within the operation of the Named Insured during the policy period. Policy includes Waiver of Subrogation and Primary and non-contributory wording Endorsements.

**CERTIFICATE HOLDER****CANCELLATION**

Palmer Coking Coal
William Kombol
31407 Washington 169
Black Diamond, WA 98010

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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GREAT HORROR CAMPOUT
SEATTLE PROPOSED LOCATION
PALMER COKING COLE CO.
-31407 Washington 169, Black
Diamond, WA 98010

