CITY OF WOODINVILLE
CITY COUNCIL MEETING
TUESDAY, MARCH 17, 2026 – 7:00 PM
COUNCIL CHAMBERS

This meeting will be live streamed on the City's website. Meetings are also broadcast on Woodinville TV and is available on Comcast (channel 21). To join the MS Teams meeting on your computer or mobile app click here: https://woodinville.cc/4bAMbD7. Or call in (audio only) by dialing +1 206-397-0678, Phone Conference ID: 367 209 403#.

AGENDA

CALL TO ORDER 7:00 pm

ROLL CALL 7:01 pm

FLAG SALUTE 7:03 pm

APPROVAL OF AGENDA ORDER AND CONTENT 7:04 pm

SPECIAL PRESENTATIONS

King County Metro
7:05 pm

PUBLIC COMMENTS 7:20 pm

CONSENT CALENDAR 7:35 pm

These items are considered routine in nature or have been previously reviewed by the Council.

1. Approval of Meeting Minutes for January 6, 20, 2026: Hanke
   Staff Report

2. Approval of Invoices Dated March 10, 2026: Check Nos. 63614-63689 and Wire No. 1152 Totaling $843,565.51: Fritts
   Staff Report

3. Approval of Payroll Dated March 3, 2026: Check Nos. 31502-31508 and Electronic Fund

Transfers 32584-32649 in the Amount of $388,730.34: Fritts
Staff Report

4. February 2026 Monthly Development Services Report: Grumbach
Staff Report

5. Resolution No. 682, approving the King County Regional Hazard Mitigation Plan update-Woodinville Annex: Worley
Staff Report

6. Second Reading and Adoption of Ordinance No. 803, Enacting Sales Tax Increase of .1% with Revenues Dedicated to Public Safety: Buchanan/Fritts
Staff Report

7. Second Reading and Adoption of Ordinance No. 804: Repealing and Readopting Section 21.42.040 WMC pertaining to Ground Floor Residential Dwelling Units and Active Uses in the CBD zone: Grumbach
Staff Report

8. Final Acceptance of Contract for the 2025 Pavement Overlay Project (ST-25-011) at a cost of $971,197: D'Souza
Staff Report

BUSINESS ITEMS

9. Consideration of the 2026 Community Grant Applications and Award Allocations: Worley
7:40 pm
Staff Report

10. FIFA World Cup 2026 Watch Party: Boyle
8:05 pm
Staff Report

11. Resolution No. 675: Green Partners LLC Development Agreement: Grumbach/Buchanan
8:25 pm
Staff Report

12. Traffic Safety along 156th Avenue NE: Buchanan/D'Souza/Myers
8:55 pm
Staff Report

13. Discussion on maintenance of 135th Avenue NE roundabout art: Buchanan/D'Souza
9:15 pm
Staff Report

14. Presentation of 2026 Legislative Session Wrap Up: Hill
9:35 pm
Staff Report

15. Ordinance No. 805, amending WMC 2.22 and appointments to the Public Spaces Commission: Buchanan/Ganson

9:45 pm
Staff Report

16. Resolution No. 683, Amending Council Rules of Procedure: Buchanan
9:55 pm
Staff Report

PUBLIC COMMENTS 10:05 pm

REPORTS OF CITY MANAGER 10:20 pm

REPORTS OF COUNCILMEMBERS 10:25 pm

EXECUTIVE SESSION

Council will adjourn to a closed session for approximately 20 minutes, to discuss with legal counsel representing the agency matters relating to agency enforcement actions, or to discuss with legal counsel representing the agency litigation or potential litigation to which the agency, the governing body, or a member acting in an official capacity is, or is likely to become, a party, when public knowledge regarding the discussion is likely to result in an adverse legal or financial consequence to the agency.
RCW 42.30.110(1)(i)
No formal action expected to be taken regarding the item listed.

10:35 pm

ADJOURNMENT 10:55 pm

PUBLIC COMMENTS

In-Person Public Comment
If you wish to provide public comments in person, please use the sign-in sheet in the Council Chambers before the meeting begins. Once called to the podium, speakers may represent themselves or serve as the designated spokesperson for an organization. Speakers will be required to state their name and whether they live within Woodinville City limits. Public comments are limited to three minutes. Once every person who has signed up has had an opportunity to provide public comment, if the time allocated for public comment has not elapsed, the Presiding Officer may call for any other person in the audience desiring to make a comment to do so. The Presiding Officer will determine speaking order of additional commentors by inviting each to the podium.

Virtual Public Comment
If you wish to provide a virtual public comment, please sign up to speak by accessing the form located on the City's website at: https://www.ci.woodinville.wa.us/276/City-Council. Speakers must sign up 1 hour before the meeting starts to be included in the public comment period. Any person desiring to make a virtual public comment must use the technology platform(s) designated by the city. Remote public comment will be permitted only if the speaker signs up prior to the meeting. Inability to participate virtually for any reason, including problems with remote participation technology, shall not interfere with the orderly conduct of the meeting and may result in the speaker losing their opportunity to provide public comment.

Written Public Comment
If you wish to provide written public comments, please submit a written statement by accessing the

form located on the City's website at: https://www.ci.woodinville.wa.us/276/City-Council. Written public comments must be received 1 hour before the meeting starts. Time permitting and at the sole discretion of the Presiding Officer, written comments may be read aloud during the comment period if specifically requested. All written public comments will be distributed to City Council in a timely manner and will be entered into the meeting's public record.

PUBLIC HEARINGS

Public Testimony

If you wish to provide virtual or written public testimony as part of a public hearing, please sign up to speak or submit written testimony by accessing the form located on the City's website at: https://www.ci.woodinville.wa.us/276/City-Council. Virtual testimony sign-ups and written testimony must be received 1 hour before the meeting starts to be included in the public hearing. If you are attending the meeting in person, please use the sign-in sheet in the Council Chambers before the meeting begins. Once called to the podium, speakers may represent themselves or serve as the designated spokesperson for an organization. Speakers will be required to state their name and whether they live within Woodinville City limits. Public hearing testimony is limited to five minutes.

Please refer to Resolution No. 639 for Council Rules of Procedure.

Report to the City Council

Meeting Date:	March 17, 2026
Agenda Item:	Approval of Meeting Minutes for January 6, 20, 2026: Hanke
Staff Contact:	Katie Hanke, City Clerk

Issue:	Shall the City Council approve the Minutes for January 6, 20, 2026?
Recommended Motions:	I MOVE THAT THE CITY COUNCIL APPROVE THE CITY COUNCIL MEETING MINUTES OF JANUARY 6, 20, 2026, AS PRESENTED.

Staff Report

Agenda Item Number: 1.

CITY OF WOODINVILLE, WA

REPORT TO THE CITY COUNCIL

17301 133rd Avenue NE, Woodinville, WA 98072
WWW.CI.WOODINVILLE.WA.US

To: Honorable City Council **Date:** March 17, 2026
By: Katie Hanke, City Clerk
Subject: Approval of Meeting Minutes for January 6, 20, 2026

FINANCIAL ACTION SUMMARY		
Expenditure Required	**Amount Budgeted/Approved**	**Additional Amount Required**
		$0

ISSUE: Shall the City Council approve the Minutes for January 6, 20, 2026?

RECOMMENDATION: To approve the Minutes for January 6, 20, 2026 as presented.

POLICY DECISION: Pursuant to RCW 35A.39.010 and our rules of procedure, it is necessary to keep true and accurate records of the proceedings of the Woodinville City Council Meetings. The attached draft Meeting Minutes were prepared by the City Clerk to describe the discussions and decisions made by the City Council at the above meeting(s).

Prior to entering the Meeting Minutes into the permanent record, the City Council is required to review the Minutes, make any necessary corrections, and to approve the Minutes.

ALTERNATIVES:

1. Approve the Minutes for January 6, 20, 2026, as presented.

2. Approve the Minutes for January 6, 20, 2026, as amended.

3. Abstain from voting for those meeting(s) a Councilmember was absent.

RECOMMENDED MOTION:

I MOVE THAT THE CITY COUNCIL APPROVE THE CITY COUNCIL MEETING MINUTES OF JANUARY 6, 20, 2026, AS PRESENTED.

Attachments:

1) Regular Meeting Minutes for January 6, 2026
2) Regular Meeting Minutes for January 20, 2026

City of Woodinville, Washington

CITY COUNCIL REGULAR MEETING MINUTES OF JANUARY 6, 2026

Woodinville City Hall City Council Chambers, 17301 133rd Avenue NE, Woodinville, WA

CALL TO ORDER	**The regular meeting of the Woodinville City Council was called to order at 7 pm by Mayor Millman.**
FLAG SALUTE	**Mayor Millman led the flag salute.**
OATHS OF OFFICE	
Michelle Evans, Amber Wise, Sarah Arndt and James Randolph: Hanke	**City Clerk Katie Hanke administered the Oath of Office to Michelle Evans, Amber Wise, Sarah Arndt and James Randolph.**
ROLL CALL	**City Council Present: Councilmember Evans, Councilmember Edwards, Councilmember Wise, Councilmember Millman, Councilmember Arndt, Councilmember Taylor, and Councilmember Randolph.** **Absent: None.** **City Staff Present: Brandon Buchanan, City Manager, Jeff Ganson, City Attorney, Asha D'Souza, Public Works Director, BJ Myers, Police Chief, D. Thomas, Police Sergeant, Robert Grumbach, Development Services Director, Alex Herzog, Assistant City Manager, Jared Hill, Intergovernmental Affairs Program Manager, Katie Hanke, City Clerk, and Larry Smith, Utter Associates.**
ELECTION OF MAYOR AND DEPUTY MAYOR	**Mayor Millman advised he was not seeking reelection to the position of Mayor.** **Ms. Hanke described the procedures for election of Mayor and Deputy Mayor and opened nominations for Mayor.** **Mayor Millman nominated Sarah Arndt.** **Councilmember Taylor nominated Al Taylor.** **There were no further nominations and Ms. Hanke closed nominations for Mayor.**

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	Action for the **Nomination: Councilmember Evans: Sarah Arndt** **Councilmember Edwards: Sarah Arndt** **Councilmember Wise: Sarah Arndt** **Councilmember Millman: Sarah Arndt** **Councilmember Arndt: Sarah Arndt** **Councilmember Taylor: Al Taylor** **Councilmember Randolph: Sarah Arndt** **Sarah Arndt was elected Mayor (6-1).** **Mayor Arndt described the procedures and opened nominations for Deputy Mayor.** **Councilmember Evans nominated James Randolph.** **Councilmember Taylor nominated Al Taylor.** **There were no further nominations and Mayor Arndt closed nominations for Deputy Mayor.** **Action for the** **Nomination: Councilmember Evans - James Randolph** **Councilmember Edwards - James Randolph** **Councilmember Wise - James Randolph** **Councilmember Millman - James Randolph** **Mayor Arndt - James Randolph** **Councilmember Taylor - Al Taylor** **Councilmember Randolph - James Randolph** **James Randolph was elected Deputy Mayor (6-1).**
APPROVAL OF AGENDA ORDER AND CONTENT	**MAIN MOTION:** **to approve the agenda in order and content. (00:11:11)** **Motion by: Councilmember Randolph** **Second by: Councilmember Evans** **Action for the Main Motion: PASSED 7 - 0 (00:11:21)** **Vote: Ayes: Councilmember Evans, Councilmember Edwards, Councilmember Wise, Councilmember Millman, Councilmember Arndt, Councilmember Taylor, and Councilmember Randolph.**

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	Nayes: None. **Abstain: None.**
SPECIAL PRESENTATIONS - N/A	
PUBLIC COMMENTS - None	
CONSENT CALENDAR	**MAIN MOTION:** **to approve Consent Calendar Items 1, 2, 3, 4, 5, and 6. (00:11:53)** **Motion by: Councilmember Randolph** **Second by: Councilmember Evans** **Action for the Main Motion: PASSED 7 - 0 (00:12:04)** **Vote: Ayes: Councilmember Evans, Councilmember Edwards, Councilmember Wise, Councilmember Millman, Councilmember Arndt, Councilmember Taylor, and Councilmember Randolph.** **Nayes: None.** **Abstain: None.**
Approval of Meeting Minutes for October 7, 21, November 4, 12 and December 9, 2025: Hanke	**Staff Report**
Approval of Invoices Dated December 9, 2025: Check Nos. 63217-63268 Totaling $442,871.18 and December 30, 2025: Check Nos. 63269-63349 and Wire Nos. 1143 & 1144 Totaling $2,193,798.24: Fritts	**Staff Report**
Approval of Payroll Dated December 4, 2025: Check Nos. 31470-31476 and Electronic Fund Transfers 32188-32255 in the Amount of $392,495.39	**Staff Report**

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and December 18, 2025: Check Nos. 31477-31479 and Electronic Fund Transfers 32256-32321 in the Amount of $297,005.45: Fritts	
2025/2026 Biennial Treasury Report for November 2025: Fritts	**Staff Report**
Approval of Agreement for Public Defense Services and Adoption of Resolution No. 673, Adopting Public Defense Standards: Herzog	**Staff Report**
Award of Contract for the Street Sweeping, Sand, and Salt Covers Project: D'Souza	**Staff Report**
BUSINESS ITEMS	
Approval of purchase of Beam EV Arc car charger: Buchanan	**Staff Report** **City Manager Brandon Buchanan described the project, project challenges and options, recommended option (Beam EV Arc system), and the cost.** **Mr. Buchanan responded to Council questions regarding the location of the charger, whether offsite charging was considered, operating costs, and charging speed.** **MAIN MOTION:** **to approve the purchase of a Beam AV Arc Charger as specified in the proposal from Beam and authorize the City Manager to take necessary actions to complete procurement/development. (00:23:16)** **Motion by:** **Councilmember Randolph** **Second by:** **Councilmember Edwards** **Questions and discussion continued regarding support for purchasing the Beam EV Arc Charger, cost savings, cost of offsite charging, portability, reduced reliance on the grid, appreciation for staff's ingenuity, and support for using the tax rebate.**

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	Action for the Main Motion: **PASSED 7 - 0 (00:26:41)** **Vote: Ayes:** **Councilmember Evans, Councilmember Edwards, Councilmember Wise, Councilmember Millman, Councilmember Arndt, Councilmember Taylor, and Councilmember Randolph.** **Nayes:** **None.** **Abstain:** **None.**
Approval of the 2026 Legislative Agenda: Hill	**Staff Report** **Intergovernmental Affairs Program Manager Jared Hill reviewed representation for District 1 (Senator Derek Stanford and Representatives Davina Duerr and Shelley Kloba), key objectives (housing policy implementation, reasonable liability relief, resiliency support and gridlock solutions) and additional objectives in the City's 2026 Legislative Agenda, and next steps.** **Discussion followed regarding impacts of previously approved housing policies.** **MAIN MOTION:** **to approve the 2026 Legislative Agenda as presented. (00:34:39)** **Motion by:** **Councilmember Randolph** **Second by:** **Councilmember Evans** **Discussion continued regarding the legislature's focus on the budget this session, refining the message on gridlock solutions to include the impact gridlock has on extending transit to Woodinville and state highways dividing/separating the community, residents' comments about delays reaching SR 522, concern Sound Transit and Metro service stops at UW Bothell, and the need for transit to accommodate growth the state is mandating.** **Action for the Main Motion:** **PASSED 7 - 0 (00:40:16)** **Vote: Ayes:** **Councilmember Evans, Councilmember Edwards, Councilmember Wise, Councilmember Millman, Councilmember Arndt, Councilmember Taylor, and Councilmember Randolph.** **Nayes:** **None.**

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	Abstain: None.
Association of Washington Cities (AWC) City Action Days Delegation: Hill	**Staff Report** **Mr. Hill described the City Action Days Conference and selection of a delegation to represent the City.** **Discussion followed regarding selection of a three-member delegation in the past to avoid quorum issues.** **MAIN MOTION: to nominate Deputy Mayor Randolph, Mayor Arndt and Councilmember Evans to represent the City at the AWC 2026 City Action Days Conference. (00:42:16)** **Motion by: Councilmember Randolph** **Second by: Councilmember Millman** **Action for the Main Motion: PASSED 7 - 0 (00:43:02)** **Vote: Ayes: Councilmember Evans, Councilmember Edwards, Councilmember Wise, Councilmember Millman, Councilmember Arndt, Councilmember Taylor, and Councilmember Randolph.** **Nayes: None.** **Abstain: None.**
Study Session on Planning Commission and Public Spaces Commission Workplans: Grumbach/Herzog	**Staff Report** **Development Services Director Robert Grumbach described the purpose of this study session and reviewed items on the Planning Commission Workplan completed in 2025, routine items for 2026, potential new items for 2026, and the 2025 approved Planning Commission Workplan.** **Questions and discussion followed regarding adding changes to the sign code as a potential item for 2026 and updates to the Transportation Infrastructure Standards and Specification manual.** **Assistant City Manager Alex Herzog reviewed the adopted 2025 Public Spaces Commission Workplan, highlighting the status of each item; potential 2026 Workplan items; and next steps.** **Questions and discussion followed regarding developing a Community Art Program, items to be considered in a Forestry Workplan,**

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	increasing the priority of the Eastrail Mixed Use Zone, and details of a Public Art Policy.
PUBLIC COMMENTS - None	
REPORTS OF CITY MANAGER	**Mr. Buchanan inquired about Councilmembers' interest in attending the January 15 Chamber of Commerce luncheon which will include the State of the Chamber and the February 19 Chamber luncheon that will include the State of the City. He advised the City's contract photographer will take updated headshots and a group photo prior to the January 20 meeting.**
REPORTS OF COUNCILMEMBERS	**Councilmember Evans reported on the East King Chambers Coalition breakfast that included several legislators. She encouraged Councilmembers to attend the Chamber luncheon to learn more about the Chamber.** **Councilmember Millman shared from his meeting with the Wykoff Family, who purchased the Chateau Ste. Michelle property, that they value the property, plan to keep it relatively the same, and continue the concerts.** **Mayor Arndt announced North Urban Human Services Alliance's annual awards event is January 28th at Bothell City Hall; all Councilmembers and community members are invited to attend and celebrate individuals and organizations making a difference in human services in North King County.**
EXECUTIVE SESSION	
Council will adjourn to a closed session for approximately 30 minutes, to discuss with legal counsel representing the agency matters relating to agency enforcement actions, or to discuss with legal counsel representing the agency litigation or potential litigation to which the agency, the governing body, or a member acting in an official capacity is, or is likely to become, a party, when	**At 8:07 pm, Mayor Arndt recessed the Council to a 30-minute executive session regarding the item listed.** **At 8:33 pm, the executive session was extended for 10 minutes.** **The meeting reconvened at 8:40 pm. No formal action was taken.**

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public knowledge regarding the discussion is likely to result in an adverse legal or financial consequence to the agency. RCW 42.30.110(1)(i), and to consider the acquisition of real estate when public knowledge regarding such consideration would cause a likelihood of increased price. RCW 42.30.110(1)(b) **Formal action may be taken regarding the item listed.**	
ADJOURNMENT	**With no further business, Mayor Arndt adjourned the meeting at 8:41 pm.**
Please refer to Resolution No. 639 for Council Rules of Procedure.	

/Katie Hanke/
City Clerk

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City of Woodinville, Washington

CITY COUNCIL REGULAR MEETING MINUTES OF JANUARY 20, 2026

Woodinville City Hall City Council Chambers, 17301 133rd Avenue NE, Woodinville, WA

CALL TO ORDER	**The regular meeting of the Woodinville City Council was called to order at 7 pm by Mayor Arndt.**
ROLL CALL	**City Council Present: Councilmember Evans, Councilmember Edwards, Councilmember Wise, Councilmember Millman, Mayor Arndt, Councilmember Taylor, and Deputy Mayor Randolph.** **Absent: None.** **City Staff Present: Brandon Buchanan, City Manager, Jeff Ganson, City Attorney, Asha D'Souza, Public Works Director, BJ Myers, Police Chief, D. Thomas, Police Sergeant, Robert Grumbach, Development Services Director, Alex Herzog, Assistant City Manager, Jared Hill, Intergovernmental Affairs Program Manager, Katie Hanke, City Clerk, Josh Jeffrey, PW Management Analyst, McKenzie Boyle, Management Analyst, Reghan Worley, Management Analyst, and Lily Li, Utter Associates.**
FLAG SALUTE	**Mayor Arndt led the flag salute.**
APPROVAL OF AGENDA ORDER AND CONTENT	**MAIN MOTION: to approve the agenda in order and content. (00:03:03)** **Motion by: Deputy Mayor Randolph** **Second by: Councilmember Evans** **Action for the Main Motion: PASSED 7 - 0 (00:03:11)** **Vote: Ayes: Councilmember Evans, Councilmember Edwards, Councilmember Wise, Councilmember Millman, Mayor Arndt, Councilmember Taylor, and Deputy Mayor Randolph.** **Nayes: None.** **Abstain: None.**

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SPECIAL PRESENTATIONS	
Northshore School District Bond & Levy Propositions	**Carri Campbell, Executive Director of Communications and Engagement, NSD, reported on student achievements, why voter-approved levies and bonds are needed, bonds vs. levies, measures on the February 10, 2026, ballot (Educational Programs & Operations Levy Renewal, Capital Projects Bond, and Technology Capital Levy Renewal), and details regarding the Educational Programs and Operation Levy.** **Dri Ralph, Executive Director of Support Services and Capital Projects, NSD, provided details on the Capital Projects Bond; district-wide bond investments; major projects; building and site improvements; inclusive playground projects; field projects; seismic safety improvements; and safety, security and technology improvements. She reviewed the Technology Levy Renewal and funding provided by the levy renewal.** **Ms. Campbell reviewed the total combined cost of the February 2026 measures and election timeline.** **Discussion followed regarding support for improvements at Inglemoor High School.** **MAIN MOTION:** to add a resolution of support to the February 3 Council agenda for formal Council action. **Motion by:** Councilmember Evans **Second by:** Councilmember Edwards **Action for the Main Motion:** PASSED 7 - 0 (00:21:21) **Vote: Ayes:** Councilmember Evans, Councilmember Edwards, Councilmember Wise, Councilmember Millman, Mayor Arndt, Councilmember Taylor, and Deputy Mayor Randolph. **Nayes:** None. **Abstain:** None. **Discussion continued regarding appreciation for NSD's efforts.**

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PUBLIC COMMENTS	**Philippa Sonnichsen (inside city limits), commented on the tragic death of Renée Good on January 7th and the federal government's response. She requested the City issue a press release clearly stating any agents violating local laws will be prosecuted.**
CONSENT CALENDAR	**MAIN MOTION:** to approve Consent Calendar Items 1, 2, 3, 4, 5, 6, 7 and 8. (00:25:00) **Motion by:** Deputy Mayor Randolph **Second by:** Councilmember Evans **Action for the Main Motion:** PASSED 6 - 1 (00:25:17) **Vote: Ayes:** Councilmember Evans, Councilmember Edwards, Councilmember Wise, Councilmember Millman, Mayor Arndt, and Deputy Mayor Randolph. **Nayes:** Councilmember Taylor. **Abstain:** None. Councilmember Taylor stated he was voting yes on Items 1-7 and no on Item 8.
Approval of Invoices Dated January 13, 2026: Check Nos. 63350-63362 Totaling $156,558.53 and Check Nos. 63363-63433 Totaling $636,466.01: Fritts	**Staff Report**
Approval of Payroll Dated January 6, 2026: Check Nos. 31480-31486 and Electronic Fund Transfers 32322-32389 in the Amount of $391,198.93: Fritts	**Staff Report**
December 2025 Monthly Development Services Report: Grumbach	**Staff Report**

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Award of Agreement to Otak, Inc. for On-Call Environmental Review Services: Grumbach	**Staff Report**
Approval of 2025-2027 Water Quality Stormwater Capacity Grant Agreement with the Washington State Department of Ecology: D'Souza	**Staff Report**
2026 King County Flood Control District Subregional Opportunity Fund Allocation for the NE 171st Street Slope Stability and Woodin Creek Flow Bypass Project: D'Souza	**Staff Report**
Approval of Professional Services Agreement with Parametrix in the amount of $559,371 for the Phase 1 Design of the NE 171st Street Slope Stability and Woodin Creek Bypass Project (SW-25-001): D'Souza	**Staff Report**
Approval of Resolution No. 672, City of Woodinville Flag Display Policy: Worley	**Staff Report**
BUSINESS ITEMS	
Introduction to Capital Improvement Plan (CIP) Planning Process: D'Souza	**Staff Report** **Public Works Director Asha D'Souza provided an introduction.** **PW Management Analyst Josh Jeffrey described capital projects, purpose of the CIP, 2025/2026 Capital Improvement projects, CIP planning process, project nomination, and project selection. He also described the Transportation Improvement Plan.**
Study Session to Discuss Forum Placemaking's Recommendations on	**Staff Report** **Development Services Director Robert Grumbach provided background and described the process, the report's recommendations**

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Inclusionary Zoning and Eastrail Mixed Use Implementation: Grumbach/Buchanan	related to inclusionary zoning and affordable commercial, and next steps. Brian Vanneman, Principal Forum Placemaking, was also present to respond to questions. Questions and discussion followed regarding AMI percentages, whether the affordable housing in-lieu of fee could be based on housing cost versus square footage, incentivizing lower cost homes, fee-simple housing, housing types allowed in the EMU zone, additional units anticipated in the CBD and TB zones, housing types in Eastrail Flats, appreciation for this study, retaining flexibility related to ownership and rental units, and building heights in the EMU zone.
Presentation of 2026 Legislative Session Update: Hill	Staff Report Intergovernmental Affairs Program Manager Jared Hill reviewed the legislative process including the 2026 Session Cutoff Calendar, the City's four key objectives (Housing Policy Implementation, Reasonable Liability Relief, Resiliency Support and Gridlock Solutions), details regarding Emergency Preparedness and Resiliency Funding, the City's grant request for backup power for the EOC/Maintenance Shop, preparation for City Action Days, and bill information for the week of January 20th. Questions and discussion followed regarding HB 2209 (Theft Enforcement) and a request for a list of bills at the end of the session that the City's representatives sponsored in 2026.
Resolution No. 674, 2026-2027 Councilmember Assignments: Hill	Staff Report Mr. Hill provided background and reviewed proposed assignments. Mayor Arndt described the process used to create the list of proposed assignments. **MAIN MOTION:** that the City Council approve Resolution No. 674, establishing the 2026-2027 Councilmember Assignments. (01:22:17) **Motion by:** Deputy Mayor Randolph **Second by:** Councilmember Edwards Discussion followed regarding appreciation for the process to create the proposed assignments.

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	Action for the Main Motion: **PASSED 7 - 0 (01:22:55)** **Vote: Ayes:** **Councilmember Evans, Councilmember Edwards, Councilmember Wise, Councilmember Millman, Mayor Arndt, Councilmember Taylor, and Deputy Mayor Randolph.** **Nayes:** **None.** **Abstain:** **None.**
Lodging Tax Advisory Committee (LTAC) - 2026 Committee Appointments: Worley	**Staff Report** **Management Analyst Reghan Worley provided background on the LTAC and committee appointments including committee representation requirements, current (2025) appointments, and options for 2026 appointments (1A: status quo, 1B: rotating appointments, 2: increase quantity).** **Discussion followed regarding support for Option 2, adding the Somm Hotel and Woodinville Arts Alliance.** **MAIN MOTION:** **that the Woodinville City Council appoint the following slate of representatives to the City's Lodging Tax Advisory Committee for 2026, including: Hampton Inn & Suites, Willows Lodge, and Somm Hotel; Chamber of Commerce, Woodinville Wine Country, and Woodinville Arts Alliance. (01:29:20)** **Motion by:** **Deputy Mayor Randolph** **Second by:** **Councilmember Evans** **Discussion continued regarding support for the proposed slate of representatives and interest in increasing the number of organizations that provide activities funded by the tax.** **Action for the Main Motion:** **PASSED 7 - 0 (01:31:14)** **Vote: Ayes:** **Councilmember Evans, Councilmember Edwards, Councilmember Wise, Councilmember Millman, Mayor Arndt, Councilmember Taylor, and Deputy Mayor Randolph.** **Nayes:** **None.**

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	Abstain: None.
2025 Woodinville Business Survey Results and Economic Development Update: Boyle	**Staff Report** **Management Analyst McKenzie Boyle provided background, and updated data regarding the economic landscape, cost to rent commercial space, Woodinville jobs by top industry, sectors Woodinville residents work in, and where Woodinville residents are employed. She also reviewed recent economic development projects and activities.** **Kimberly Ellertson, Executive Director, Woodinville Chamber of Commerce, reviewed 2025 marketing strategies; details regarding the website presence, social media program, 2 Days In Woodinville campaign, Woodinville Welcomes the World campaign, and regional media promotions; seasonal community events including Celebrate Woodinville Summer Concerts and Festival/Glow Run 5k, Winterfest Holiday Fair and Tree Lighting/5k, and Winterfest Car Parade and Festival; and Business Advocacy.** **Discussion followed regarding appreciation for the work the Chamber does, recognition of the well-run 2025 Winterfest Car Parade, and affordable commercial space.** **Ms. Boyle provided background on the Woodinville 2025 Business Survey and reviewed the survey methodology, survey respondent characteristics, and key findings related to financial health and satisfaction with the business environment, challenges and opportunities, programs and support, and workforce and amenities.** **Discussion continued regarding hiring challenges, timing of the survey, efforts to address challenges identified in the survey, and the strength and uniqueness of Woodinville's business community.**
PUBLIC COMMENTS - None	
REPORTS OF CITY MANAGER	**Mr. Buchanan recognized Management Analysts McKenzie Boyle and Reghan Worley for their inaugural presentations to the Council, opportunities for professional growth and development. He advised Councilmembers will be receiving notice from IT staff regarding updating their Surface devices.**
REPORTS OF COUNCILMEMBERS	**Councilmember Evans reported on her plans to attend City Action Days, a January 27th meeting regarding HB 1515 that allows expanded alcohol service areas to support tourism, a Woodinville**

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	Welcomes the World FIFA Cup planning meeting on January 29th, the January 29th NPRSA Board meeting, and the January 30 Regional Eastrail Advisory Council. **Deputy Mayor Randolph thanked staff for their presentations.** **Mayor Arndt encouraged the community to complete the second NPRSA survey which is available now. She reported on the Creative District meeting, relaying their purpose is economic development.**
EXECUTIVE SESSION - N/A	
ADJOURNMENT	**With no further business, Mayor Arndt adjourned the meeting at 9:14 pm.**
Please refer to Resolution No. 639 for Council Rules of Procedure.	

/Katie Hanke/
City Clerk

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Report to the City Council

Meeting Date:	March 17, 2026
Agenda Item:	Approval of Invoices Dated March 10, 2026: Check Nos. 63614-63689 and Wire No. 1152 Totaling $843,565.51: Fritts
Staff Contact:	Blaine Fritts, Finance Director

Staff Report

Agenda Item Number: 2.

CITY OF WOODINVILLE

INVOICES

As required by RCW 42.24.080 and by Ordinance 593 as Auditing Officer, I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein, that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation, and shown as check numbers 63614-63689 and wire number 1152 totaling $843,565.51 are just, due and unpaid obligation against the City of Woodinville, and that I am authorized to authenticate and certify to said invoice (claim).

Blaine Smith
Finance Director

3/10/2026
Date

City of Woodinville
Claims and Payroll Expenditure Summary to Council
For Meeting of March 17, 2026

No.	Fund Description	2026 28-Feb Payroll	2026 9-Mar Claims	2026 17-Mar Claims	2025-2026 Actual Payroll/Invoices (excluding transfers and interfund charges)	2025-2026 Amended Budgeted Expenditures (excluding transfers and interfund charges)	% of 2025-2026 Budget Expended
	Operating Funds						
001	General	$ 213,212	$20,433	$597,266	$19,931,196	$36,710,599	54%
101	Street	$ 24,952	$712	$60,434	$2,097,981	$3,925,090	53%
104	Developmental Services	$ 85,947	$7,321	$18,793	$3,391,113	$6,635,404	51%
111	Parks & Rec Special Revenue	$ 32,458	$1,011	$43,060	$1,461,936	$2,886,290	51%
	Other Restricted Funds						
110	Admission Tax				-	-	0%
112	System Replacement				$0	-	0%
113	Strategic Budget Reserve				-	-	0%
114	Park Impact Fee				-	-	0%
115	Hotel/Motel Tax				$196,910	$392,000	50%
116	Traffic Impact Fees				$302,720	$2,000,000	15%
117	School Impact Fees				$431,978	$517,400	83%
201	**Debt Service**				$0	-	0%
	C.I.P. Funds						
301	Capital Project				$0	-	0%
302	Special Capital Project				$0	-	0%
303	Capital Street Project/ Reserve			$44,717	$7,809,919	$41,987,303	19%
354	Parks & Rec Capital Projects		$25		$187,182	$8,450,624	2%
358	Facilities Capital Project			$15,290	$311,374	$1,057,412	29%
	Enterprise Funds						
410	Surface Water Management	$ 32,161	$52	$18,534	$1,332,074	$4,410,040	30%
412	Surface Water Capital Projects			$2,471	$108,962	$9,417,796	1%
	Internal Service						
501	Equipment Rental		$712	$2,199	$124,679	$257,250	48%
503	Equipment Replacement		$3,147	$7,389	$355,043	$501,400	71%
505	Unemployment Reserve				$16,228	$44,000	37%
	Trust/Deposit Funds						
631	Deposit Fund				$51,541	-	0%
		$388,730	**$33,413**	**$810,152**	**$38,110,836**	**$119,192,608**	**32%**

A/P CASH DISBURSEMENTS JOURNAL

CASH ACCOUNT: 00100000 111101 Cash

CHECK NO	CHK DATE	TYPE	VENDOR	NAME	INVOICE	INV DATE	PO	CHECK RUN	NET
					INVOICE DTL DESC				
1152	03/06/2026	MANL	4484	Microsoft Corporation	15368189277	02/06/2026	20260019	ER030926	3,147.45
Invoice: 15368189277					MS Surface & Peripherals (New Employee)				
				3,147.45 50359418 64010E	Machinery & Equipment				
							CHECK	1152 TOTAL:	3,147.45
63614	03/09/2026	PRTD	3415	COMCAST	0400868-022126	02/21/2026		ER030926	9.95
Invoice: 0400868-022126					HD Tech Fee				
				9.95 00155720 42010E	Communication				
							CHECK	63614 TOTAL:	9.95
63615	03/09/2026	PRTD	5012	Department of Natural Resources	03-09-2026	03/09/2026		ER030926	25.00
Invoice: 03-09-2026					DNR Aquatic Use Authorization Permit for Wilmot				
				25.00					
				E P-13-005B -Design	-Design -				
				35459476 63010E	Other Improvements - Design				
							CHECK	63615 TOTAL:	25.00
63616	03/09/2026	PRTD	3567	PETROCARD	C973791	02/28/2026		ER030926	711.59
Invoice: C973791					Fuel For City Vehicles				
				246.48 50154860 31010E65235	Operating Supplies				
				149.91 50154860 31010E65236	Operating Supplies				
				136.48 50154860 31010E67656	Operating Supplies				
				178.72 50154860 31010E72737	Operating Supplies				
							CHECK	63616 TOTAL:	711.59
63617	03/09/2026	PRTD	151	PUGET SOUND ENERGY	220024032991-022726	02/27/2026		ER030926	31.39
Invoice: 220024032991-022726					RR Crossing 13000 NE 175th St				
				31.39 10154230 47020E	Utility Services Electricity				
							CHECK	63617 TOTAL:	31.39
63618	03/09/2026	PRTD	3641	US BANK PURCHASING CARD	FEBRUARY 2026	02/20/2026		ER030926	14,745.21
Invoice: FEBRUARY 2026					PURCHASING CARD ACTIVITY FEBRUARY 2026				
				14,745.21 00100000 213101	ACI Liability				
							CHECK	63618 TOTAL:	14,745.21
63619	03/09/2026	PRTD	4745	VERIZON COMMUNICATIONS INC	600000083576	03/02/2026		ER030926	104.51
Invoice: 600000083576					GPS Services				
				52.25 10154230 49030E	Licenses & Subscriptions				
				52.26 41053110 49030E	Licenses & Subscriptions				

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CASH ACCOUNT: 00100000 111101 Cash

CHECK NO	CHK DATE	TYPE	VENDOR	NAME	INVOICE	INV DATE	PO	CHECK RUN	NET
					INVOICE DTL DESC				
						CHECK	63619 TOTAL:		104.51
63620	03/09/2026	PRTD	330	WASTE MANAGEMENT-SNOKING	2383309-2677-1	03/01/2026		ER030926	1,748.36
Invoice: 2383309-2677-1						Feb 2026 City Hall Waste/Recycling			
					1,748.36 00151830 47010ECH	Utility Services Solid Waste			
				WASTE MANAGEMENT-SNOKING	2383564-2677-1	03/01/2026		ER030926	124.78
Invoice: 2383564-2677-1						Feb 2026 City Hall Composting			
					124.78 00151830 47010ECH	Utility Services Solid Waste			
				WASTE MANAGEMENT-SNOKING	2383374-2677-5	03/01/2026		ER030926	2,084.87
Invoice: 2383374-2677-5						PW SHOP WASTE /RECYCLING			
					2,084.87 00154350 47010E	Utility Services Solid Waste			
				WASTE MANAGEMENT-SNOKING	2383606-2677-0	03/01/2026		ER030926	130.42
Invoice: 2383606-2677-0						PW SHOP COMPOSTING			
					130.42 00154350 47010E	Utility Services Solid Waste			
						CHECK	63620 TOTAL:		4,088.43
63621	03/09/2026	PRTD	4323	WOODINVILLE FIRE & RESCUE	Q4-2025	02/10/2026		ER030926	7,321.00
Invoice: Q4-2025						Q4-25 Remit of 50% Fire Alarm & Sprinkler Revenue			
					7,321.00 10455850 41710E	Intergov Professional Services			
						CHECK	63621 TOTAL:		7,321.00
63622	03/09/2026	PRTD	116	WOODINVILLE WATER DISTRICT	773875.01-022326	02/23/2026		ER030926	69.30
Invoice: 773875.01-022326						WOOD-DUV & 160TH PL IRRIGATION			
					69.30 10154230 47030E	Utility Services Water/Sewer			
				WOODINVILLE WATER DISTRICT	826755.01-022326	02/23/2026		ER030926	69.30
Invoice: 826755.01-022326						15520 WOOD-DUV IRRIGATION			
					69.30 10154230 47030E	Utility Services Water/Sewer			
				WOODINVILLE WATER DISTRICT	865730.01-022326	02/23/2026		ER030926	174.28
Invoice: 865730.01-022326						WATER AT GREENBRIER PARK			
					174.28 11157680 47030E	Utility Services Water/Sewer			
				WOODINVILLE WATER DISTRICT	880090.01-022326	02/23/2026		ER030926	889.14
Invoice: 880090.01-022326						PW SHOP WATER/SEWER			
					889.14 00154350 47030E	Utility Services Water/Sewer			
				WOODINVILLE WATER DISTRICT	992004.01-022326	02/23/2026		ER030926	350.82
Invoice: 992004.01-022326						IRRIGATION 177TH PL			
					350.82 10154230 47030E	Utility Services Water/Sewer			
				WOODINVILLE WATER DISTRICT	892986.01-022326	02/23/2026		ER030926	289.53
Invoice: 892986.01-022326						SEWER/WATER RCP RESTROOMS			
					289.53 11157680 47030E	Utility Services Water/Sewer			

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CASH ACCOUNT: 00100000 111101 Cash

CHECK NO	CHK DATE	TYPE	VENDOR	NAME	INVOICE	INV DATE	PO	CHECK RUN	NET
					INVOICE DTL DESC				
				WOODINVILLE WATER DISTRICT	892990.01-022326	02/23/2026		ER030926	350.82
Invoice: 892990.01-022326						ROTARY PARK IRRIGATION			
				350.82 11157680 47030E		Utility Services Water/Sewer			
				WOODINVILLE WATER DISTRICT	5350607.01-022326	02/23/2026		ER030926	700.30
Invoice: 5350607.01-022326						CEC WATER/SEWER			
				700.30 00151830 47030ECEC		Utility Services Water/Sewer			
				WOODINVILLE WATER DISTRICT	117010.01-022326	02/23/2026		ER030926	69.30
Invoice: 117010.01-022326						METER ON WOOD-DUVALL RD			
				69.30 10154230 47030E		Utility Services Water/Sewer			
				WOODINVILLE WATER DISTRICT	769630.01-022326	02/23/2026		ER030926	69.30
Invoice: 769630.01-022326						162ND ST IRRIGATION			
				69.30 10154230 47030E		Utility Services Water/Sewer			
				WOODINVILLE WATER DISTRICT	892980.01-022326	02/23/2026		ER030926	196.60
Invoice: 892980.01-022326						ROTARY PARK SEWER			
				196.60 11157680 47030E		Utility Services Water/Sewer			
							CHECK	63622 TOTAL:	3,228.69
					NUMBER OF CHECKS 10		*** CASH ACCOUNT TOTAL ***		33,413.22

	COUNT	AMOUNT
TOTAL PRINTED CHECKS	9	30,265.77
TOTAL MANUAL CHECKS	1	3,147.45

*** GRAND TOTAL *** 33,413.22

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CASH ACCOUNT: 00100000 111101 Cash

CHECK NO	CHK DATE	TYPE	VENDOR	NAME	INVOICE	INV DATE	PO	CHECK RUN	NET
					INVOICE DTL DESC				
63623	03/17/2026	PRTD	2553	AECOM TECHNICAL SERVICES INC.	2001116424	02/23/2026	20230174	03/17/26	7,164.76
Invoice: 2001116424						TO 2023-28, 2024-11-124th Ave NE Sidewalk Impr			
				7,164.76 E ST-21-010 -Design -Design - 30359510 63010E Other Improvements - Design					
				AECOM TECHNICAL SERVICES INC.	2001116434	02/24/2026	20250174	03/17/26	5,578.86
Invoice: 2001116434						TO 2025-40 2026 Overlay Project			
				5,578.86 E ST-25-011 -Design -Design - 30359510 63010E Other Improvements - Design					
				AECOM TECHNICAL SERVICES INC.	2001117924	02/27/2026	20230173	03/17/26	2,470.90
Invoice: 2001117924						TO 2023-2 Culvert-Dam Removal Services			
				2,470.90 E SW-13-001 -Design -Design - 41259431 63010E Other Improvements - Design					
						CHECK	63623 TOTAL:		15,214.52
63624	03/17/2026	PRTD	2664	ALL BATTERY SALES & SERV. INC	300-10185515	02/25/2026		03/17/26	230.66
Invoice: 300-10185515						Battery Recycling Service			
				230.66 00154420 41510E Prof Svc-Recycling					
				ALL BATTERY SALES & SERV. INC	300-10186103	03/05/2026		03/17/26	190.33
Invoice: 300-10186103						Battery Recycling Service			
				190.33 00154420 41510E Prof Svc-Recycling					
						CHECK	63624 TOTAL:		420.99
63625	03/17/2026	PRTD	2584	ALLSTREAM	22274477	03/08/2026		03/17/26	943.00
Invoice: 22274477						City Hall Phones			
				88.39 00151310 42010E Communication					
				66.26 00151420 42010E Communication					
				44.20 00151880 42010E Communication					
				33.13 00152110 42010E Communication					
				87.45 00154420 42010E Communication					
				22.44 00155860 42010E Communication					
				50.17 10154230 42010E Communication					
				88.14 10455850 42010E Communication					
				34.95 10455851 42010E Communication					
				60.79 11157680 42010E Communication					
				52.75 41053110 42010E Communication					
				314.33 00152120 42010E Communication					
						CHECK	63625 TOTAL:		943.00

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CASH ACCOUNT: 00100000 111101 Cash

CHECK NO	CHK DATE	TYPE	VENDOR	NAME	INVOICE	INV DATE	PO	CHECK RUN	NET
					INVOICE DTL DESC				
63626	03/17/2026	PRTD	4341	AMAZON CAPITAL SERVICES	1K3C-V9D3-F13W	02/25/2026		03/17/26	94.30
Invoice: 1K3C-V9D3-F13W					Keyboard & Mouse				
				94.30 00151880 35010E	Small Tool/Minor Equipment				
				AMAZON CAPITAL SERVICES	1LDQ-1LWW-MF74	02/25/2026		03/17/26	28.66
Invoice: 1LDQ-1LWW-MF74					Shipping labels for Passport supplies				
				28.66 00152110 31010E	Operating Supplies				
				AMAZON CAPITAL SERVICES	1D3W-V96H-L3X6	02/25/2026		03/17/26	19.83
Invoice: 1D3W-V96H-L3X6					Pens for Passport Supplies				
				19.83 00152110 31010E	Operating Supplies				
				AMAZON CAPITAL SERVICES	1XNJ-Y33R-HN7Q	02/25/2026		03/17/26	110.28
Invoice: 1XNJ-Y33R-HN7Q					Uniform pants for A. Thompson				
				110.28 10154230 31010E	Operating Supplies				
				AMAZON CAPITAL SERVICES	1FQ1-DLGV-3DQP	03/03/2026		03/17/26	11.80
Invoice: 1FQ1-DLGV-3DQP					Wall Calendar for Capital Projects Manager				
				11.80 00154420 31010E	Operating Supplies				
				AMAZON CAPITAL SERVICES	1VLQ-GMGH-HDV1	03/02/2026		03/17/26	24.25
Invoice: 1VLQ-GMGH-HDV1					Safety Respirator for Streets				
				24.25 10154230 31010E	Operating Supplies				
				AMAZON CAPITAL SERVICES	11DL-NDK6-HPWV	02/28/2026		03/17/26	190.31
Invoice: 11DL-NDK6-HPWV					Safety Respirators, Filters, Ziploc Bags				
				190.31 10154230 31010E	Operating Supplies				
				AMAZON CAPITAL SERVICES	1HJG-MHTC-C7TK	02/26/2026		03/17/26	68.97
Invoice: 1HJG-MHTC-C7TK					Notebooks, Tablet Holder, Flashlight				
				68.97 11157680 31010E	Operating Supplies				
				AMAZON CAPITAL SERVICES	1YRV-C6PL-393R	02/27/2026		03/17/26	160.40
Invoice: 1YRV-C6PL-393R					Water Bottles for Heat Exposure Program				
				53.46 10154230 31010E	Operating Supplies				
				53.46 11157680 31010E	Operating Supplies				
				53.48 41053110 31010E	Operating Supplies				
				AMAZON CAPITAL SERVICES	1TDG-39WH-X3H1	02/27/2026		03/17/26	331.78
Invoice: 1TDG-39WH-X3H1					Computer Monitor				
				331.78 00151880 35010E	Small Tool/Minor Equipment				
				AMAZON CAPITAL SERVICES	1YMJ-DC79-RP4N	02/27/2026		03/17/26	51.24
Invoice: 1YMJ-DC79-RP4N					USB C to HDMI Cable				
				51.24 00151880 35010E	Small Tool/Minor Equipment				
				AMAZON CAPITAL SERVICES	19FV-NK6C-F97T	03/03/2026		03/17/26	35.29
Invoice: 19FV-NK6C-F97T					Jaw Set for Mini-Excavator				
				35.29 50154860 35010E11505	Small Tool/Minor Equipment				
				AMAZON CAPITAL SERVICES	1RV3-3CGY-F9Q6	03/04/2026		03/17/26	71.68

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CASH ACCOUNT: 00100000 111101 Cash

CHECK NO	CHK DATE	TYPE	VENDOR	NAME	INVOICE	INV DATE	PO	CHECK RUN	NET
					INVOICE DTL DESC				
	Invoice: 1RV3-3CGY-F9Q6				Uniform Pants for A. Thompson				
				71.68 10154230 31010E	Operating Supplies				
			AMAZON CAPITAL SERVICES		1XJ7-YPQ3-HYDK	03/03/2026		03/17/26	24.25
	Invoice: 1XJ7-YPQ3-HYDK				Flashlight				
				24.25 00154420 35010E	Small Tool/Minor Equipment				
			AMAZON CAPITAL SERVICES		1WDY-Y7KP-9M9F	03/01/2026		03/17/26	293.16
	Invoice: 1WDY-Y7KP-9M9F				Air Fresheners for Wilmot, Hitches for F550 Trucks				
				138.76 11157680 31010E	Operating Supplies				
				77.20 50154860 35010E67159	Small Tool/Minor Equipment				
				77.20 50154860 35010E46673	Small Tool/Minor Equipment				
					CHECK	63626 TOTAL:			1,516.20
63627	03/17/2026	PRTD	4934 ARAMSCO INC.		S7571261.001	02/25/2026		03/17/26	1,759.35
	Invoice: S7571261.001				Telespar Posts, Anchor Sleeves & Rivets				
				1,759.35 10154230 31010E	Operating Supplies				
			ARAMSCO INC.		S7571261.002	02/25/2026		03/17/26	87.32
	Invoice: S7571261.002				Anchor Sleeves				
				87.32 10154230 31010E	Operating Supplies				
			ARAMSCO INC.		S7571261.003	02/25/2026		03/17/26	-385.40
	Invoice: S7571261.003				Anchor Sleeves Returned				
				-385.40 10154230 31010E	Operating Supplies				
			ARAMSCO INC.		S7571316.001	02/25/2026		03/17/26	369.85
	Invoice: S7571316.001				White & Yellow Paint for Parks Striping				
				369.85 11157680 31010E	Operating Supplies				
					CHECK	63627 TOTAL:			1,831.12
63628	03/17/2026	PRTD	5009 Arthur Adamov		BLD26016 REFUND	02/27/2026		03/17/26	195.00
	Invoice: BLD26016 REFUND				BLD26016 PERMIT FEE REFUND				
				195.00 10432003 221001	Permit-Building				
					CHECK	63628 TOTAL:			195.00
63629	03/17/2026	PRTD	3812 BLAINE FRITTS		03-09-2026	03/09/2026		03/17/26	526.00
	Invoice: 03-09-2026				GFOA Conference Airfare				
				526.00 00151420 43010E	Travel and Food Expense				
					CHECK	63629 TOTAL:			526.00
63630	03/17/2026	PRTD	3735 BUENAVISTA SERVICES INC.		13391	02/01/2026	20230045	03/17/26	3,271.30
	Invoice: 13391				Janitorial Services				
				2,009.20 00151830 41010ECH	Professional Services				

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CHECK NO	CHK DATE	TYPE	VENDOR	NAME	INVOICE	INV DATE	PO	CHECK RUN	NET
					INVOICE DTL DESC				
					1,262.10 00154350 41010E Professional Services				
						CHECK	63630 TOTAL:		3,271.30
63631	03/17/2026	PRTD	3639	CEDAR GROVE COMPOSTING	0000912189	02/24/2026		03/17/26	186.00
	Invoice: 0000912189				Dirt Disposal				
					186.00 11157680 31010E Operating Supplies				
						CHECK	63631 TOTAL:		186.00
63632	03/17/2026	PRTD	104	CITY OF BELLEVUE	55182	02/25/2026	20250095	03/17/26	49,440.00
	Invoice: 55182				ARCH Quarterly Contributions 2025/2026				
					49,440.00 00155720 41710E Intergov Professional Services				
						CHECK	63632 TOTAL:		49,440.00
63633	03/17/2026	PRTD	4196	CLEAN PLANET CAR WASH LLC	1301	03/04/2026		03/17/26	15.00
	Invoice: 1301				Fleet Washes				
					15.00 50154860 48010E77878 Repairs & Maintenance				
						CHECK	63633 TOTAL:		15.00
63634	03/17/2026	PRTD	4075	COMCAST BUSINESS	265245718	03/01/2026		03/17/26	2,657.26
	Invoice: 265245718				Citywide Internet Service				
					356.07 00151310 42010E Communication				
					310.90 00151420 42010E Communication				
					310.90 00151880 42010E Communication				
					87.69 00152110 42010E Communication				
					348.10 00154420 42010E Communication				
					90.35 00155860 42010E Communication				
					201.95 10154230 42010E Communication				
					353.42 10455850 42010E Communication				
					140.83 10455851 42010E Communication				
					244.47 11157680 42010E Communication				
					212.58 41053110 42010E Communication				
						CHECK	63634 TOTAL:		2,657.26
63635	03/17/2026	PRTD	4797	QUENCH USA INC	INV10353919	03/01/2026		03/17/26	119.12
	Invoice: INV10353919				Water Cooler Rental				
					119.12 00152110 31010E Operating Supplies				
						CHECK	63635 TOTAL:		119.12

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CHECK NO	CHK DATE	TYPE	VENDOR	NAME	INVOICE	INV DATE	PO	CHECK RUN	NET
					INVOICE DTL DESC				
63636	03/17/2026	PRTD	26	DAILY JOURNAL OF COMMERCE	3417667	03/02/2026		03/17/26	505.60
Invoice: 3417667						Notices in Newspaper			
				505.60	E ST-21-010 -Constr -Other -				
					30359561 63040E	Other Improvements - Other			
						CHECK	63636 TOTAL:		505.60
63637	03/17/2026	PRTD	3473	WASHINGTON STATE DEPARTMENT OF EC	26-WAR045545-1	08/07/2025		03/17/26	6,677.00
Invoice: 26-WAR045545-1						FY 2026 Water Quality Program Municipal Stormwater			
				6,677.00 41053110 41710E		Intergov Professional Services			
				WASHINGTON STATE DEPARTMENT OF EC	26-WAR045545B-1	02/09/2026		03/17/26	6,677.00
Invoice: 26-WAR045545B-1						FY 2026 Water Quality Program Municipal Stormwater			
				6,677.00 41053110 41710E		Intergov Professional Services			
						CHECK	63637 TOTAL:		13,354.00
63638	03/17/2026	PRTD	4725	Dirt and Aggregate Interchange In	13114	01/31/2026	20220083	03/17/26	18,150.03
Invoice: 13114						Unit-Priced Guardrail Replacement/Repair			
				18,150.03 10154230 48010E		Repairs & Maintenance			
						CHECK	63638 TOTAL:		18,150.03
63639	03/17/2026	PRTD	4923	DLT SOLUTIONS LLC	SI726415	02/20/2026	20260027	03/17/26	4,453.11
Invoice: SI726415						Autodesk Software Renewal 2026-2027			
				4,453.11 00154420 49030E		Licenses & Subscriptions			
						CHECK	63639 TOTAL:		4,453.11
63640	03/17/2026	PRTD	4506	The Driftmier Architects PS	0009381	02/28/2026	20240130	03/17/26	562.75
Invoice: 0009381						Retrofit Door Design at City Hall			
				562.75	E F-25-002 -Constr -ConstMgmt -				
					35859448 63020E	Other Imp - Construction Mgmt			
						CHECK	63640 TOTAL:		562.75
63641	03/17/2026	PRTD	4715	DTG Enterprises Inc	29261463	02/24/2026		03/17/26	450.00
Invoice: 29261463						Debris Disposal			
				225.00 10154230 41010E		Professional Services			
				225.00 41053110 41010E		Professional Services			
				DTG Enterprises Inc	29262823	02/28/2026		03/17/26	1,767.78
Invoice: 29262823						Debris Disposal			
				883.89 10154230 41010E		Professional Services			

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CHECK NO	CHK DATE	TYPE	VENDOR	NAME	INVOICE	INV DATE	PO	CHECK RUN	NET
					INVOICE DTL DESC				
				883.89 41053110 41010E	Professional Services				
						CHECK	63641 TOTAL:		2,217.78
63642	03/17/2026	PRTD	4995	FEENAUGHTY MACHINERY CO	R00218	02/25/2026	20250189	03/17/26	6,618.00
Invoice: R00218					Develon High Lift Frontloader Rental				
				6,618.00 10154230 45010E	Operating Rentals				
						CHECK	63642 TOTAL:		6,618.00
63643	03/17/2026	PRTD	1814	FERGUSON ENTERPRISES	0112585	03/03/2026		03/17/26	1,077.96
Invoice: 0112585					Street Cold Asphalt				
				1,077.96 10154230 31010E	Operating Supplies				
						CHECK	63643 TOTAL:		1,077.96
63644	03/17/2026	PRTD	4268	FIRST CHOICE COFFEE SERVICES	SE-1137840	03/02/2026		03/17/26	195.24
Invoice: SE-1137840					EMPLOYEE COFFEE BENEFIT				
				20.50 00151310 31020E	City-wide Supplies				
				17.18 00151420 31020E	City-wide Supplies				
				9.18 00151880 31020E	City-wide Supplies				
				45.49 00152110 31020E	City-wide Supplies				
				22.65 00154420 31020E	City-wide Supplies				
				5.86 00155860 31020E	City-wide supplies				
				13.08 10154230 31020E	City-wide Supplies				
				22.84 10455850 31020E	City-wide Supplies				
				8.98 10455851 31020E	City-wide supplies				
				15.81 11157680 31020E	City-wide Supplies				
				13.67 41053110 31020E	City-wide Supplies				
						CHECK	63644 TOTAL:		195.24
63645	03/17/2026	PRTD	4048	FUSE NETWORKS LLC	FV-84146	02/28/2026		03/17/26	2,250.22
Invoice: FV-84146					Voice over IP (VoIP) Phone Services				
				316.38 00151310 42010E	Communication				
				237.17 00151420 42010E	Communication				
				158.19 00151880 42010E	Communication				
				118.59 00152110 42010E	Communication				
				313.01 00154420 42010E	Communication				
				80.33 00155860 42010E	Communication				
				179.57 10154230 42010E	Communication				
				315.48 10455850 42010E	Communication				
				125.11 10455851 42010E	Communication				
				217.60 11157680 42010E	Communication				
				188.79 41053110 42010E	Communication				
				FUSE NETWORKS LLC	MSP-84419	02/28/2026	20240097	03/17/26	7,343.00
Invoice: MSP-84419					Feb 2026 On-Call IT Services				

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CASH ACCOUNT: 00100000 111101 Cash

CHECK NO	CHK DATE	TYPE	VENDOR	NAME	INVOICE	INV DATE	PO	CHECK RUN	NET
					INVOICE DTL DESC				
					7,343.00 50351880 41010E Professional Services				
						CHECK 63645 TOTAL:			9,593.22
63646	03/17/2026	PRTD	2040	GUARDIAN SECURITY SYSTEMS INC	1683645-1	12/08/2025	20250156	03/17/26	10,180.22
Invoice: 1683645-1						Install Brivo Access Control Door System @ CityHal			
					10,180.22				
					E F-25-002 -Constr -Constr -				
					35859448 63030E Other Imp - Construction				
						CHECK 63646 TOTAL:			10,180.22
63647	03/17/2026	PRTD	3784	HERMANSON COMPANY LLP	INV-WO-54899	02/23/2026	20230043	03/17/26	904.46
Invoice: INV-WO-54899						On-Call Plumbing Services - Sports Field Fountain			
					904.46 11157640 48010E Repairs & Maintenance				
						CHECK 63647 TOTAL:			904.46
63648	03/17/2026	PRTD	1187	HOME DEPOT	7905141	02/18/2026		03/17/26	2,915.30
Invoice: 7905141						Refrigerator for 2nd Floor CH Kitchen			
					2,915.30 00151830 35010ECH Small Tool/Minor Equipment				
				HOME DEPOT	9541428	02/26/2026		03/17/26	25.34
Invoice: 9541428						Pin Punch Set Tools			
					25.34 10154230 35010E Small Tool/Minor Equipment				
				HOME DEPOT	6540439	02/19/2026		03/17/26	296.72
Invoice: 6540439						Sprayer, Cleaning Solution, Magnet & Paint Roller			
					76.15 41053110 31010E Operating Supplies				
					220.57 41053110 35010E Small Tool/Minor Equipment				
				HOME DEPOT	0524524	02/25/2026		03/17/26	22.56
Invoice: 0524524						Handrail Repair Parts for Rotary Boardwalk			
					22.56 11157680 31010E Operating Supplies				
				HOME DEPOT	9643998	02/26/2026		03/17/26	58.17
Invoice: 9643998						Lumber for Shed & Trigger Clamp			
					9.67 00151830 31010ECH Operating Supplies				
					48.50 11157680 35010E Small Tool/Minor Equipment				
						CHECK 63648 TOTAL:			3,318.09
63649	03/17/2026	PRTD	4980	HUTCHISON LAW	6A0182045	03/03/2026	20250170	03/17/26	750.00
Invoice: 6A0182045						Conflict of Interest Public Defense Services			
					750.00 00151593 41420E Public Defense				

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CASH ACCOUNT: 00100000 111101 Cash

CHECK NO	CHK DATE	TYPE	VENDOR	NAME	INVOICE	INV DATE	PO	CHECK RUN	NET
					INVOICE DTL DESC				
						CHECK	63649 TOTAL:		750.00
63650	03/17/2026	PRTD	4284	IBM CORPORATION	4816989	03/05/2026		03/17/26	45.66
	Invoice: 4816989					IBM MaaS 360 Mobile Device Management Overage Jan			
					45.66 50351880 49030E	Licenses & Subscriptions			
						CHECK	63650 TOTAL:		45.66
63651	03/17/2026	PRTD	4016	IK CONSULTING LLC	IK-COW0126	02/14/2026	20190064	03/17/26	1,341.25
	Invoice: IK-COW0126					Jan 2026 On-Call Accela Support Services			
					1,341.25 10455850 41010E	Professional Services			
						CHECK	63651 TOTAL:		1,341.25
63652	03/17/2026	PRTD	5007	Inna Chernish	COB26009 REFUND	02/25/2026		03/17/26	4,774.90
	Invoice: COB26009 REFUND					COB26009 BUILDING PERMIT PLAN REVIEW FEE REFUND			
					4,774.90 10434003 458301	Plan Check Fee-Building Dept.			
						CHECK	63652 TOTAL:		4,774.90
63653	03/17/2026	PRTD	4624	JENNINGS EQUIPMENT INC	121873P	02/26/2026	20250188	03/17/26	22,639.08
	Invoice: 121873P					Billy Goat Leaf Loader			
					22,639.08 11159476 64010E	Machinery & Equipment			
						CHECK	63653 TOTAL:		22,639.08
63654	03/17/2026	PRTD	4599	KIMBERLY LEYTON	JANFEB2026	03/03/2026	20200137	03/17/26	425.00
	Invoice: JANFEB2026					Domestic Violence Advocacy			
					425.00 00151252 41620E	Prof Serv Domestic Violence			
						CHECK	63654 TOTAL:		425.00
63655	03/17/2026	PRTD	47	KING COUNTY FINANCE	2171182	02/25/2026		03/17/26	3,976.33
	Invoice: 2171182					King Couty Aerials Project			
					3,976.33 00151880 41710E	Intergov Professional Services			
				KING COUNTY FINANCE	5005645	02/02/2026		03/17/26	1,222.00
	Invoice: 5005645					Council Members Oath of Office Recording			
					1,222.00 00151310 41710E	Intergov Professional Services			
						CHECK	63655 TOTAL:		5,198.33
63656	03/17/2026	PRTD	130	KING COUNTY SHERIFF'S OFFICE	26-0037	03/03/2026		03/17/26	470,816.08
	Invoice: 26-0037					POLICE SERVICES FEBRUARY 2026			
					470,816.08 00152120 41710E	Intergov Professional Services			

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CASH ACCOUNT: 00100000 111101 Cash

CHECK NO	CHK DATE	TYPE	VENDOR	NAME	INVOICE	INV DATE	PO	CHECK RUN	NET
					INVOICE DTL DESC				
						CHECK	63656 TOTAL:		470,816.08
63657	03/17/2026	PRTD	4768	KOMPAN INC	INV136661	02/24/2026		03/17/26	223.18
Invoice: INV136661						Parts to replace broken playground step at Rotary			
					223.18 11157680 31010E	Operating Supplies			
						CHECK	63657 TOTAL:		223.18
63658	03/17/2026	PRTD	4607	KPFF INC	597829	02/10/2026	20250147	03/17/26	29,291.34
Invoice: 597829						TO 2025-30 136th Ave NE Safety Improvements			
					29,291.34				
					E ST-19-004 -Design	-Design	-		
					30359510 63010E	Other Improvements - Design			
				KPFF INC	597827	02/10/2026	20240017	03/17/26	1,751.26
Invoice: 597827						Task Order 2024-1 - NE 145th Street RAB			
					1,751.26				
					E ST-21-001 -Design	-Design	-		
					30359510 63010E	Other Improvements - Design			
						CHECK	63658 TOTAL:		31,042.60
63659	03/17/2026	PRTD	4476	LeMay Mobile Shredding	4923864S185	03/01/2026	20250059	03/17/26	124.90
Invoice: 4923864S185						Secure Document Shredding			
					124.90 00151310 41010E	Professional Services			
						CHECK	63659 TOTAL:		124.90
63660	03/17/2026	PRTD	4943	CENTRAL NETWORK RETAIL GROUP	619512/4	02/25/2026		03/17/26	42.79
Invoice: 619512/4						Dill bit used on EV Chargers			
					42.79 11157680 31010E	Operating Supplies			
				CENTRAL NETWORK RETAIL GROUP	619529/4	02/26/2026		03/17/26	1.94
Invoice: 619529/4						Fasteners for Sports Field Bunker			
					1.94 11157640 31010E	Operating Supplies			
				CENTRAL NETWORK RETAIL GROUP	619509/4	02/25/2026		03/17/26	46.18
Invoice: 619509/4						Work Gloves for A. Thompson & W. Alvarado			
					46.18 10154230 31010E	Operating Supplies			
				CENTRAL NETWORK RETAIL GROUP	619392/4	02/13/2026		03/17/26	47.33
Invoice: 619392/4						Torch Lighter, & Pole Level Repair Parts			
					47.33 10154230 31010E	Operating Supplies			
				CENTRAL NETWORK RETAIL GROUP	619619/4	03/04/2026		03/17/26	59.64
Invoice: 619619/4						Storm Facility 71 Overflow Pipe Repair Parts			
					59.64 41053110 31010E	Operating Supplies			

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CHECK NO	CHK DATE	TYPE	VENDOR	NAME	INVOICE	INV DATE	PO	CHECK RUN	NET
					INVOICE DTL DESC				
				CENTRAL NETWORK RETAIL GROUP	619609/4	03/04/2026		03/17/26	409.71
Invoice: 619609/4						Valve Box, Pressure Washer Pump & Wedge/Probe Tool			
					409.71 11157680 35010E	Small Tool/Minor Equipment			
						CHECK	63660	TOTAL:	607.59
63661	03/17/2026	PRTD	754	NATIONAL BARRICADE CO LLC	320941	02/12/2026		03/17/26	188.20
Invoice: 320941						Parking Signs at CH & Rotary Refurbishment Project			
					188.20 11157680 31010E	Operating Supplies			
				NATIONAL BARRICADE CO LLC	320866	01/31/2026		03/17/26	440.00
Invoice: 320866						Pking signs at CH, Sign installation in rightofway			
					121.76 11157680 31010E	Operating Supplies			
					318.24 10154230 31010E	Operating Supplies			
				NATIONAL BARRICADE CO LLC	320865	01/31/2026		03/17/26	1,734.69
Invoice: 320865						Crosswalk repair in Wedge neighborhoods			
					1,734.69 10154230 31010E	Operating Supplies			
				NATIONAL BARRICADE CO LLC	320942	02/12/2026		03/17/26	496.41
Invoice: 320942						Signs for Wood-Duvall Rd & crosswalks			
					496.41 10154230 31010E	Operating Supplies			
				NATIONAL BARRICADE CO LLC	321010	02/15/2026		03/17/26	1,327.20
Invoice: 321010						Signs for 155th PL NE & Inventory			
					1,327.20 10154230 31010E	Operating Supplies			
						CHECK	63661	TOTAL:	4,186.50
63662	03/17/2026	PRTD	4767	NORTHSHORE SCHOOLS FOUNDATION	25-016-Q4-2025	01/13/2026	20250027	03/17/26	1,500.00
Invoice: 25-016-Q4-2025						Q4 2025 HUMAN SERVICES GRANT No. 25-016			
					1,500.00 00155720 41010E	Professional Services			
						CHECK	63662	TOTAL:	1,500.00
63663	03/17/2026	PRTD	4879	NORTH URBAN HUMAN SERVICES ALLIAN	24-046-2026	02/24/2026		03/17/26	1,115.00
Invoice: 24-046-2026						2026 Membership to Support Human Services			
					1,115.00 00155720 49030E	Licenses & Subscriptions			
						CHECK	63663	TOTAL:	1,115.00
63664	03/17/2026	PRTD	3732	O'REILLY AUTO PARTS	3709-179960	02/19/2026		03/17/26	105.82
Invoice: 3709-179960						Disel Exhaust Fluid for Fleet			
					105.82 50154860 31010E	Operating Supplies			

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CASH ACCOUNT: 00100000 111101 Cash

CHECK NO	CHK DATE	TYPE	VENDOR	NAME	INVOICE	INV DATE	PO	CHECK RUN	NET
					INVOICE DTL DESC				
						CHECK	63664 TOTAL:		105.82
63665	03/17/2026	PRTD	4853	Gregory Allen Ogden	100315	02/24/2026	20240010	03/17/26	4,547.27
	Invoice: 100315					Unit Priced Electrical Services - Beam EV Charger			
					4,547.27 E F-23-001 -Constr -Other - 35859448 62040E Buildings - Other				
						CHECK	63665 TOTAL:		4,547.27
63666	03/17/2026	PRTD	4897	OSW EQUIPMENT & REPAIR LLC	534688	11/18/2025	20240055	03/17/26	20,419.15
	Invoice: 534688					10Yd DumpBody, American plow, Monroe 12'VBox Sande			
					20,419.15 10159442 64010E Machinery & Equipment				
						CHECK	63666 TOTAL:		20,419.15
63667	03/17/2026	PRTD	58	OTAK INC.	000022600127	02/13/2026	20200053	03/17/26	2,132.00
	Invoice: 000022600127					Environmental Review Services			
					2,132.00 10455850 41010E Professional Services				
						CHECK	63667 TOTAL:		2,132.00
63668	03/17/2026	PRTD	3693	PACIFIC POWER GROUP LLC	531919	02/25/2026	20250182	03/17/26	12,939.23
	Invoice: 531919					Repairs to Maintenance Shop Generator			
					12,939.23 00154350 48010E Repairs & Maintenance				
						CHECK	63668 TOTAL:		12,939.23
63669	03/17/2026	PRTD	4780	PACIFIC TREE MANAGEMENT LLC	7475	03/04/2026	20230146	03/17/26	16,774.98
	Invoice: 7475					Tree Removal for Parks			
					16,774.98 11157680 41010E Professional Services				
						CHECK	63669 TOTAL:		16,774.98
63670	03/17/2026	PRTD	2270	PACWEST MACHINERY	20382465	02/27/2026		03/17/26	1,080.02
	Invoice: 20382465					Gutter Brooms for Street Sweeper			
					1,080.02 50154860 31010E65235 Operating Supplies				
						CHECK	63670 TOTAL:		1,080.02
63671	03/17/2026	PRTD	1747	Parametrix Inc.	75931	02/16/2026	20260009	03/17/26	1,623.02
	Invoice: 75931					TO 2025-42 Genco Winery Parking Expansion-LUA25001			
					1,623.02 10455851 41010E Professional Services				

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CHECK NO	CHK DATE	TYPE	VENDOR	NAME	INVOICE	INV DATE	PO	CHECK RUN	NET
					INVOICE DTL DESC				
						CHECK	63671 TOTAL:		1,623.02
63672	03/17/2026	PRTD	3710	PAWS INC.	JANUARY 2026	02/04/2026	20230030	03/17/26	238.00
Invoice: JANUARY 2026						Jan 2026 PAWS Services			
					238.00 00152110 41010E	Professional Services			
						CHECK	63672 TOTAL:		238.00
63673	03/17/2026	PRTD	3920	PRECISION TURF EQUIPMENT LLC	12088-63778	02/26/2026		03/17/26	293.05
Invoice: 12088-63778						Mower Service Kits			
					146.52 50154860 31010E11502	Operating Supplies			
					146.53 50154860 31010E11507	Operating Supplies			
				PRECISION TURF EQUIPMENT LLC	12088-63824	03/03/2026		03/17/26	515.58
Invoice: 12088-63824						Mower Service Kits & Blades for 2017 Exmark Mower			
					396.83 50154860 31010E11503	Operating Supplies			
					118.75 50154860 31010E11504	Operating Supplies			
						CHECK	63673 TOTAL:		808.63
63674	03/17/2026	PRTD	4988	SCHINDLER ELEVATOR CORPORATION	4607389583	03/01/2026	20260030	03/17/26	737.91
Invoice: 4607389583						Elevator Preventative Maintenance MAR-MAY 2026			
					737.91 00151830 48010ECH	Repairs & Maintenance			
						CHECK	63674 TOTAL:		737.91
63675	03/17/2026	PRTD	68	SEATTLE TIMES THE	82824	02/28/2026		03/17/26	187.00
Invoice: 82824						Notices in Official City Newspaper			
					187.00 00151420 44010E	Advertising			
						CHECK	63675 TOTAL:		187.00
63676	03/17/2026	PRTD	3869	SNOHOMISH COUNTY	I000701638	01/31/2026	20250102	03/17/26	6,272.71
Invoice: I000701638						Snohomish County Signal Maintenance Services			
					6,272.71 10154230 41710E	Intergov Professional Services			
						CHECK	63676 TOTAL:		6,272.71
63677	03/17/2026	PRTD	4230	Sound Safety Products Co Inc	193467/4	02/19/2026		03/17/26	133.69
Invoice: 193467/4						Work shoes for D. Schmitt			
					133.69 11157680 31010E	Operating Supplies			
				Sound Safety Products Co Inc	193719/4	02/27/2026		03/17/26	61.49
Invoice: 193719/4						Uniform Pants for C. Miller			
					61.49 41053110 31010E	Operating Supplies			

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CHECK NO	CHK DATE	TYPE	VENDOR	NAME	INVOICE	INV DATE	PO	CHECK RUN	NET
					INVOICE DTL DESC				
						CHECK	63677 TOTAL:		195.18
63678	03/17/2026	PRTD	2062	STAPLES ADVANTAGE	6056481030	02/24/2026		03/17/26	58.24
	Invoice: 6056481030					Changing table liners for Wilmot Park restrooms			
					58.24 11157680 31010E	Operating Supplies			
				STAPLES ADVANTAGE	6056644969	02/25/2026		03/17/26	46.94
	Invoice: 6056644969					Paper & Emergen-C for Supply Room			
					4.93 00151310 31020E	City-wide Supplies			
					4.13 00151420 31020E	City-wide Supplies			
					2.21 00151880 31020E	City-wide Supplies			
					10.94 00152110 31020E	City-wide Supplies			
					5.45 00154420 31020E	City-wide Supplies			
					1.41 00155860 31020E	City-wide Supplies			
					3.14 10154230 31020E	City-wide Supplies			
					5.49 10455850 31020E	City-wide Supplies			
					2.16 10455851 31020E	City-wide Supplies			
					3.80 11157680 31020E	City-wide Supplies			
					3.28 41053110 31020E	City-wide Supplies			
				STAPLES ADVANTAGE	6056644970	02/25/2026		03/17/26	138.97
	Invoice: 6056644970					Multifold Towels & Toilet Paper for City Hall			
					138.97 00151830 31010ECH	Operating Supplies			
				STAPLES ADVANTAGE	6056644981	02/25/2026		03/17/26	2.26
	Invoice: 6056644981					Cotton Tipped Applicators for City Hall			
					2.26 00151830 31010ECH	Operating Supplies			
				STAPLES ADVANTAGE	6057621363	03/03/2026		03/17/26	33.51
	Invoice: 6057621363					Squeegee Washer Strips for Cleaning			
					33.51 00151830 31010ECH	Operating Supplies			
				STAPLES ADVANTAGE	6057621364	03/03/2026		03/17/26	126.82
	Invoice: 6057621364					Hand Dispensers for City Hall			
					126.82 00151830 35010ECH	Small Tool/Minor Equipment			
						CHECK	63678 TOTAL:		406.74
63679	03/17/2026	PRTD	1900	SUNBELT RENTALS INC.	180716776-0001	03/02/2026		03/17/26	83.88
	Invoice: 180716776-0001					Concrete Mixer Rental for Wilmot Trail Signs			
					83.88 11157680 45010E	Operating Rentals			
						CHECK	63679 TOTAL:		83.88
63680	03/17/2026	PRTD	4539	TRANSPO GROUP USA	37033	02/27/2026	20250017	03/17/26	1,235.00
	Invoice: 37033					TO 2025-2 Chateau Ste Michelle Prelimin Plat-Res			
					1,235.00 10455851 41010E	Professional Services			
				TRANSPO GROUP USA	37034	02/27/2026	20250079	03/17/26	903.75

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CHECK NO	CHK DATE	TYPE	VENDOR	NAME	INVOICE	INV DATE	PO	CHECK RUN	NET
					INVOICE DTL DESC				
Invoice: 37034					TO 2025-3 Chateau Ste Michelle East Comm'l TIA Rev				
				903.75 10455851 41010E	Professional Services				
			TRANSPO GROUP USA		37036	02/27/2026	20250122	03/17/26	425.00
Invoice: 37036					Task Order 2025-5 NE 181st Place Roadway Lighting				
				425.00 E ST-23-002 -Design	-Design -				
				30359510 63010E	Other Improvements - Design				
						CHECK	63680	TOTAL:	2,563.75
63681	03/17/2026	PRTD	4692	Tree Solutions Inc	39080	02/12/2026	20220045	03/17/26	990.00
Invoice: 39080					Arborist Services for Dev. Services				
				990.00 10455850 41010E	Professional Services				
						CHECK	63681	TOTAL:	990.00
63682	03/17/2026	PRTD	4619	USIC HOLDINGS INC	792755	02/28/2026	20250018	03/17/26	3,087.04
Invoice: 792755					Underground Utility Locating & Marking Services				
				3,087.04 41053110 41010E	Professional Services				
						CHECK	63682	TOTAL:	3,087.04
63683	03/17/2026	PRTD	4425	UTTER ASSOCIATES INC	5474	03/03/2026	20250087	03/17/26	3,283.75
Invoice: 5474					Feb 2026 Audio/Video Production Services				
				3,283.75 00151160 41010E	Professional Services				
			UTTER ASSOCIATES INC		5476	03/03/2026	20250087	03/17/26	3,422.50
Invoice: 5476					State of the City Audio/Video Production Services				
				3,422.50 00151310 41010E	Professional Services				
			UTTER ASSOCIATES INC		5477	03/03/2026	20250087	03/17/26	1,202.50
Invoice: 5477					State of the City Audio/Video Production Services				
				1,202.50 00151310 41010E	Professional Services				
						CHECK	63683	TOTAL:	7,908.75
63684	03/17/2026	PRTD	3171	WASHINGTON STATE PATROL	I2604400	03/02/2026		03/17/26	11.00
Invoice: I2604400					Pre-Employment Screening				
				11.00 00151310 41010E	Professional Services				
						CHECK	63684	TOTAL:	11.00
63685	03/17/2026	PRTD	4473	WCCP LLC	SHD 093025	02/16/2026		03/17/26	7,696.36
Invoice: SHD 093025					Civic Campus Public Space Maintenance-Sep 2025				
				1,164.29 00151830 47030EWCCP	Utility Services Water/Sewer				
				90.57 00151830 47020EWCCP	Utility Services Electricity				

A/P CASH DISBURSEMENTS JOURNAL

CASH ACCOUNT: 00100000 111101 Cash

CHECK NO	CHK DATE	TYPE	VENDOR	NAME	INVOICE	INV DATE	PO	CHECK RUN	NET
					INVOICE DTL DESC				
					574.02 00151830 47010EWCCP Utility Services Solid Waste				
					1,773.22 00151830 48010EWCCP Repairs & Maintenance				
					25.36 00151830 31010EWCCP Operating Supplies				
					4,068.90 00151830 41010EWCCP Professional Services				
				WCCP LLC	SHD 103125	02/16/2026		03/17/26	7,115.34
				Invoice: SHD 103125	Civic Campus Public Space Maintenance-Oct 2025				
					90.57 00151830 47020EWCCP Utility Services Electricity				
					574.02 00151830 47010EWCCP Utility Services Solid Waste				
					1,773.21 00151830 48010EWCCP Repairs & Maintenance				
					473.01 00151830 31010EWCCP Operating Supplies				
					4,204.53 00151830 41010EWCCP Professional Services				
				WCCP LLC	SHD 113025	02/16/2026		03/17/26	7,324.47
				Invoice: SHD 113025	Civic Campus Public Space Maintenance-Nov 2025				
					804.79 00151830 47030EWCCP Utility Services Water/Sewer				
					90.57 00151830 47020EWCCP Utility Services Electricity				
					574.02 00151830 47010EWCCP Utility Services Solid Waste				
					1,773.22 00151830 48010EWCCP Repairs & Maintenance				
					148.60 00151830 31010EWCCP Operating Supplies				
					3,933.27 00151830 41010EWCCP Professional Services				
				WCCP LLC	SHD 123125	02/17/2026		03/17/26	7,332.93
				Invoice: SHD 123125	Civic Campus Public Space Maintenance-Dec 2025				
					90.57 00151830 47020EWCCP Utility Services Electricity				
					574.02 00151830 47010EWCCP Utility Services Solid Waste				
					1,773.21 00151830 48010EWCCP Repairs & Maintenance				
					961.86 00151830 31010EWCCP Operating Supplies				
					3,933.27 00151830 41010EWCCP Professional Services				
						CHECK	63685 TOTAL:		29,469.10
63686	03/17/2026	PRTD	4022	WEST COAST CODE CONSULTANTS	2026-626-JAN	02/10/2026	20240100	03/17/26	217.50
				Invoice: 2026-626-JAN	On-Call Plan Review				
					217.50 10455850 41010E Professional Services				
				WEST COAST CODE CONSULTANTS	2026-626-JAN2	02/10/2026	20240100	03/17/26	3,818.88
				Invoice: 2026-626-JAN2	On-Call Building Inspections				
					3,818.88 10455850 41010E Professional Services				
						CHECK	63686 TOTAL:		4,036.38
63687	03/17/2026	PRTD	1383	WETLANDS & WOODLANDS INC.	43935	03/05/2026		03/17/26	393.84
				Invoice: 43935	Tree for 175th & 133rd Ave NE				
					393.84 10154230 31010E Operating Supplies				
						CHECK	63687 TOTAL:		393.84

A/P CASH DISBURSEMENTS JOURNAL

CASH ACCOUNT: 00100000 111101 Cash

CHECK NO	CHK DATE	TYPE	VENDOR	NAME	INVOICE	INV DATE	PO	CHECK RUN	NET
					INVOICE DTL DESC				
63688	03/17/2026	PRTD	4555	ZIPLY FIBER	425-197-0914-030626	03/06/2026		03/17/26	516.85
	Invoice: 425-197-0914-030626				City Hall Backup Internet				
					69.26 00151310 42010E Communication				
					60.47 00151420 42010E Communication				
					60.47 00151880 42010E Communication				
					17.06 00152110 42010E Communication				
					67.71 00154420 42010E Communication				
					17.57 00155860 42010E Communication				
					39.28 10154230 42010E Communication				
					68.74 10455850 42010E Communication				
					27.39 10455851 42010E Communication				
					47.55 11157680 42010E Communication				
					41.35 41053110 42010E Communication				
						CHECK 63688 TOTAL:			516.85
63689	03/17/2026	PRTD	4087	ZIPPER GEO ASSOCIATES LLC	6275	02/23/2026	20250064	03/17/26	368.00
	Invoice: 6275				TO 2025-4 Chateau Ste Michelle East Comm'l Geotech				
					368.00 10455851 41520E Prof Svc - Geo Tech Support				
						CHECK 63689 TOTAL:			368.00

NUMBER OF CHECKS 67 *** CASH ACCOUNT TOTAL *** 810,152.29

	COUNT	AMOUNT
TOTAL PRINTED CHECKS	67	810,152.29

*** GRAND TOTAL *** 810,152.29

Report to the City Council

Meeting Date:	March 17, 2026
Agenda Item:	Approval of Payroll Dated March 3, 2026: Check Nos. 31502-31508 and Electronic Fund Transfers 32584-32649 in the Amount of $388,730.34: Fritts
Staff Contact:	Blaine Fritts, Finance Director

Staff Report

CITY OF WOODINVILLE

PAYROLL

As required by RCW 42.24.080 and by Ordinance 768 as Auditing Officer, I, the undersigned, do hereby certify under penalty of perjury that the services rendered, or labor performed as described herein, that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation, and shown as check numbers 31502-31508, and Electronic Fund Transfers 32584-32649 are just, due, and unpaid obligations against the City of Woodinville, and that I am authorized to authenticate and certify to said invoice (claim).

I approve the payroll in the amount of $388,730.34

for _____ 3-3-2026

Finance Director Date

Salaries and Benefits

2025/2026 Budget	Biennium to Date	Percent of Budget Expended	% of Biennium Elapsed
$17,452,397	$9,520,877	55%	58%

M:\ADM DEPT\Acct\Payroll (Supporting Documents)\2026\02-28-2026\260228 Council Letter

Report to the City Council

Meeting Date:	March 17, 2026
Agenda Item:	February 2026 Monthly Development Services Report: Grumbach
Staff Contact:	Robert Grumbach, Development Services Director

Issue: This report provides a summary of the permitting activity and department highlights for the month of February 2026 and a comparison with the total for the month of February 2025.

Staff Report

Agenda Item Number: 4.

CITY OF WOODINVILLE, WA

REPORT TO THE CITY COUNCIL

17301 133rd Avenue NE, Woodinville, WA 98072
WWW.CI.WOODINVILLE.WA.US

To:	Honorable City Council	**Date:** March 17, 2026
By:	Development Services Department	
Subject:	February 2026 Monthly Development Services Report	

ISSUE: This report provides a summary of the permitting activity and department highlights for the month of February 2026 and a comparison with the total for the month of February 2025.

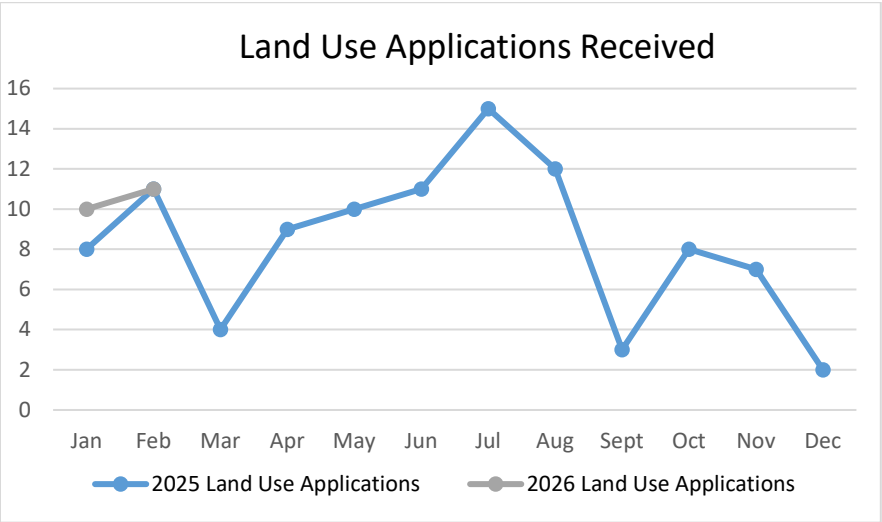
PERMITTING ACTIVITY:

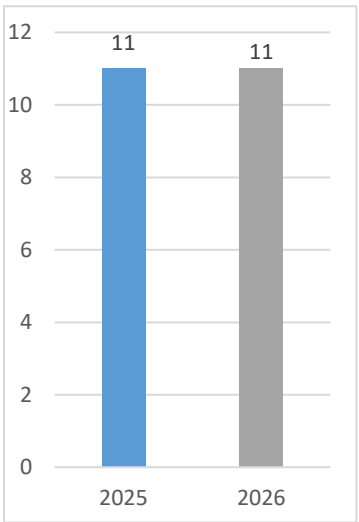
Applications received February 1 through February 28:

LAND USE APPLICATIONS RECEIVED:

Permit Type	Total
Conditional Use/ Special Use/ Temp Use Permits	0
Land Use Approval/ Design Review	0
Shoreline Permits	0
Subdivision/ Short Subdivision/ Boundary Line Adjustments	0
Variance	0
Critical Areas	1
SEPA	0
Home Business	10
Wireless	0
Total	**11**

MONTHLY COMPARISON TRENDS:

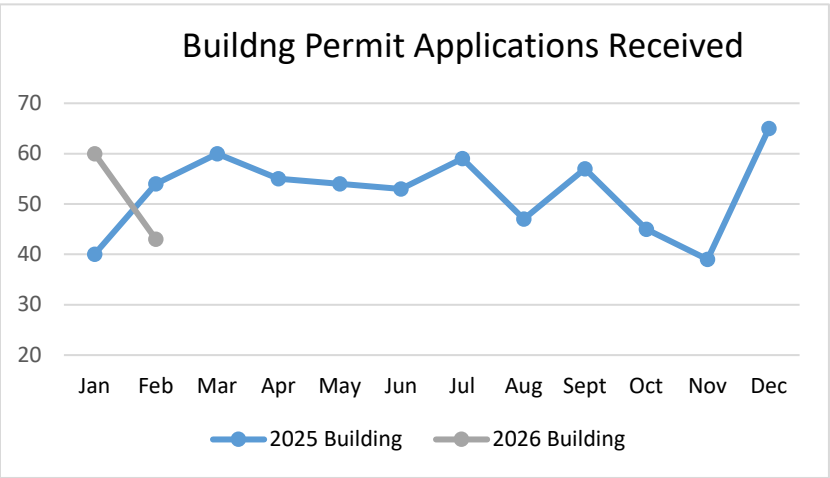




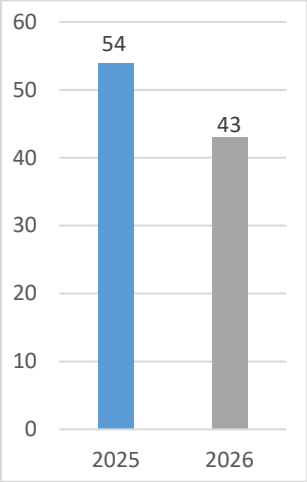
BUILDING PERMIT APPLICATIONS RECEIVED:

Permit Type	Total
Building/ Combination	9
Mechanical/ Plumbing/ Fire/ Demo	31
Signs	3
Total	**43**

MONTHLY COMPARISON TRENDS:



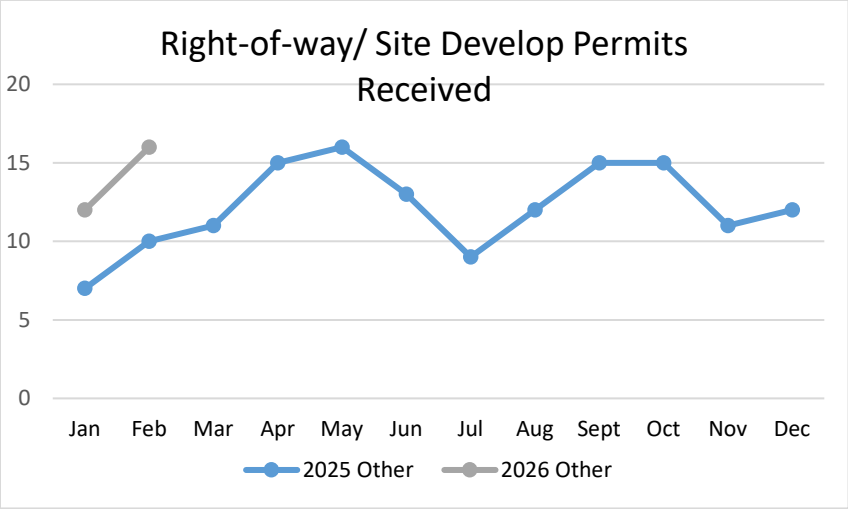
Total (February)



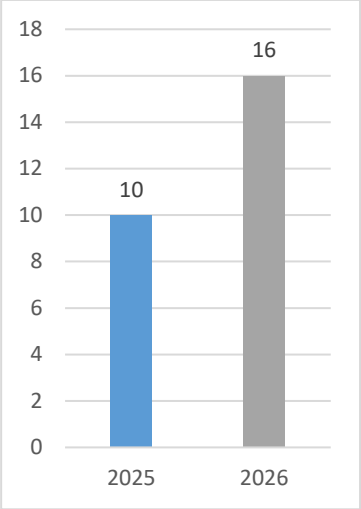
OTHER CONSTRUCTION PERMITS RECEIVED:

Permit Type	Total
Site Development/ Grading	3
Right-of-way permits	13
Total	**16**

MONTHLY COMPARISON TRENDS:



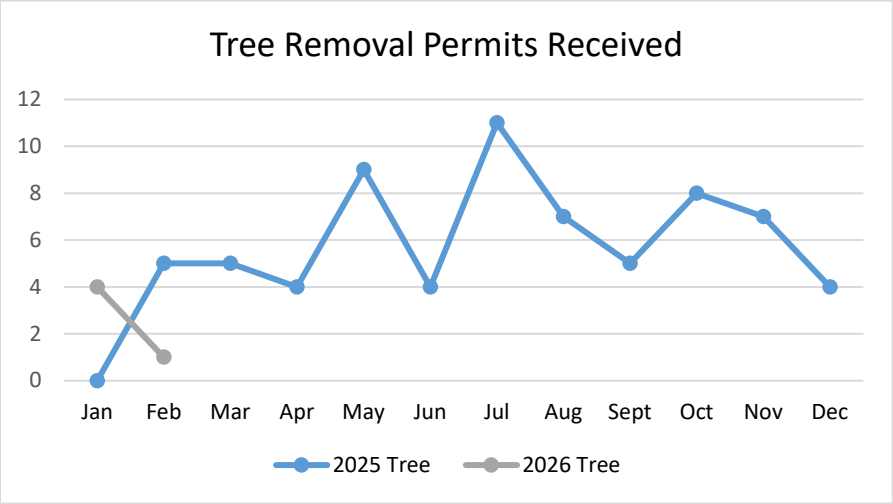
Total (February)

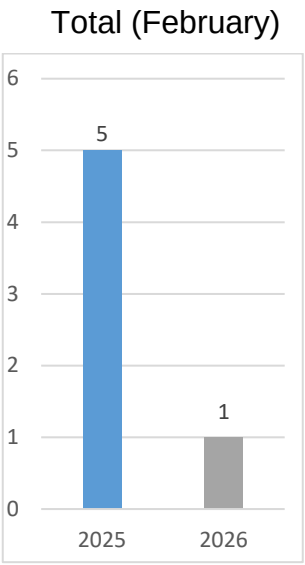


TREE PERMIT APPLICATIONS RECEIVED:

Permit Type	Total
Tree Removal	1
Total	**1**

MONTHLY COMPARISON TRENDS:





Decisions/ Permits Issued (February 1 through February 28)

LAND USE DECISIONS ISSUED:

Permit Type	Total
Conditional Use/ Special Use Permits	1
Land Use Approval/ Design Review	1
Shoreline Permits	0
Preliminary Subdivision/ Short Subdivision/ Boundary Line Adjustments	1
Variance	0
Critical Areas	1
SEPA determination	1
Home Business	5
Wireless	0
Total	**10**

BUILDING PERMITS ISSUED:

Permit Type	Total
Building/ Combination	14
Mechanical/ Plumbing/ Fire/ Demo	40
Signs	2
Total	**56**

OTHER CONSTRUCTION PERMITS ISSUED:

Permit Type	Total
Site Development/ Grading	1
Right-of-way permits	14
Total	**15**

TREE REMOVAL PERMITS ISSUED:

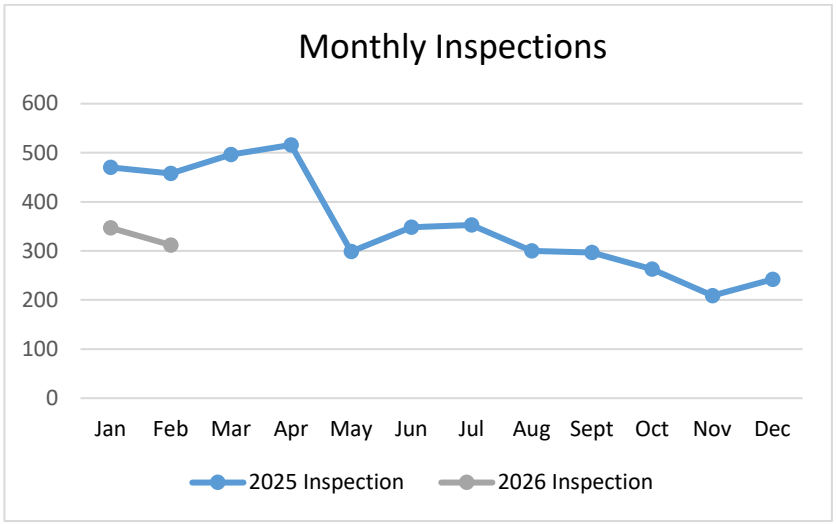
Permit Type	Total
Tree Removal	0
Total	**0**

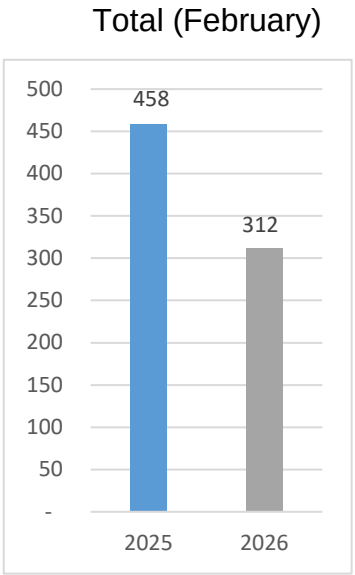
OTHER INDICATORS: (February 1 through February 28)

Indicators	Total
Building Inspections	240
Other Inspections	72
Total Inspections	312
Building Permit Valuation	$1,639,293
Temporary Sign Enforcement	0

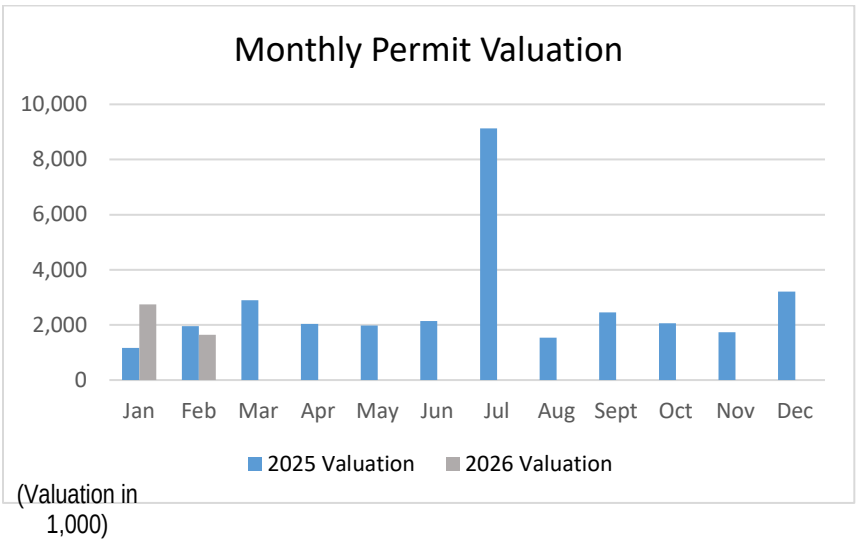
MONTHLY COMPARISON TRENDS:

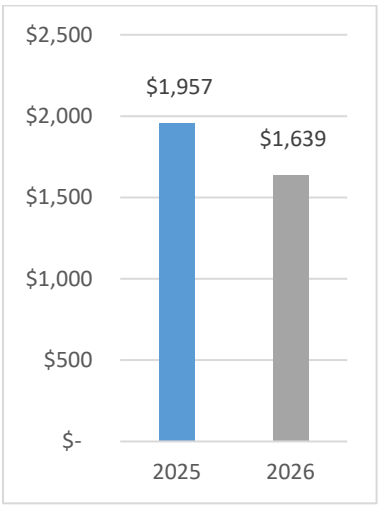
TOTAL INSPECTIONS:



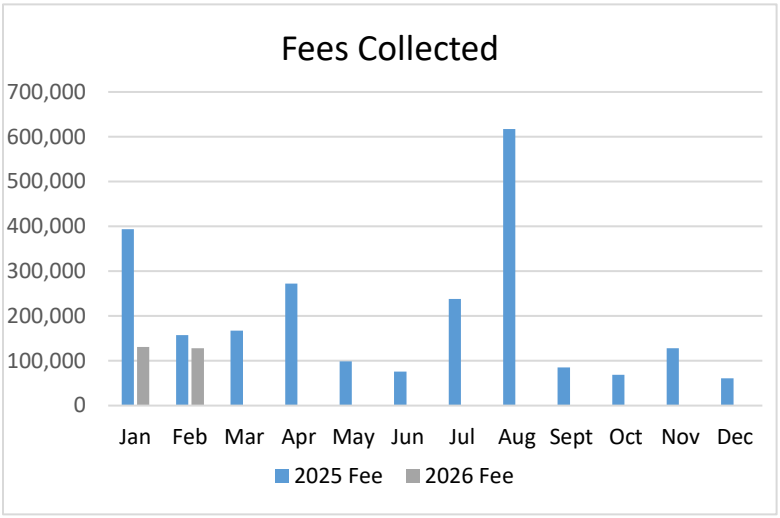


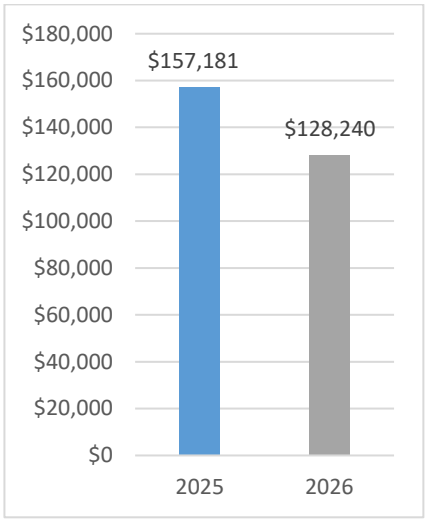
BUILDING PERMIT VALUATION:





FEE COLLECTION:





OTHER ITEMS OF INTEREST:

A. A permit center customer satisfaction survey has been prepared and posted to the City's website. The survey is intended to be permanent feature of the website and will provide the public with an opportunity to give feedback on their permitting experience. This feedback is intended to support permitting process improvements. Links to the survey can be found on the Development Services page on the City's website and on the webpage that provides access to the permit portal. To review the survey, please use the link below.

https://www.project.woodinville.gov/embeds/projects/31225/survey-tools/28412

B. Amendment to Shoreline Regulations. There have been several recent enforcement cases coming to light involving businesses moving into building spaces located within the shoreline jurisdiction without required approvals. Importantly, these buildings overlap different shoreline environmental designations (e.g., Conservancy and Urban General), which have different requirements. More importantly, the Conservancy Environment Designation, which is the land

area within 100 feet of Little Bear Creek and the Sammamish River, emphasizes protecting the ecological functions of the rivers. As a result, very few uses are permitted within this shoreline designation resulting in significant restrictions on how parts of these buildings can be used even though the impacts are negligible at best. To address this, the City discussed with the Department of Ecology about amending the shoreline nonconforming use regulations. The proposal would require owners/ tenants to obtain a shoreline conditional use permit to approve uses inside these existing buildings that otherwise would be prohibited by the shoreline regulations (the use still must comply with zoning). Ecology expressed support for this approach, which is important as their approval is required for any amendments to the shoreline regulations. This proposal will be presented in more detail to the Planning Commission in an upcoming meeting.

B. Project Status. The following is a short summary of the status of some of the larger projects currently moving through the permitting and construction process. Additionally, visit the interactive map with major projects online:

https://www.ci.woodinville.wa.us/480/Development-Projects-Happening-in-Woodin

1. **Woodin Creek Village Phase 6 (17300 135th Avenue NE)**: The project is located at the northeast corner of 135th Avenue NE and NE 173rd Street. The project is to construct a mixed-use building consisting of 231 residential units and 10,500 square feet of commercial space with an associated 468 stall parking garage. Permits have been issued, and construction is underway.

2. **Harvest (fka Woodinville Wine Village) 14450 Woodinville-Redmond Rd NE**: The following is a summary of the status of the various projects on the site:

LOT 2: The hotel structure is built, and the developer is currently finishing the exterior and interior portions of the building. A Certificate of Occupancy has been issued for the hotel with a condition for a noise study to be conducted to address outdoor events.

LOT 3: Construction on the retail core buildings is well underway with an opening target for this summer. The city continues to review applications for tenant improvements that have been submitted. Below are some pictures of construction and a link to a construction camera:

https://app.oxblue.com/?openlink=Sierra/Harvest.

The following tenants have submitted permits and are in review or have been issued for tenant spaces in the retail core of the Harvest project:

- First & Main (real estate)
- Lachini Tasting Room
- Vaunt Gallery & Wine Tasting
- Avennia (tasting room)
- Elm Candle Bar
- JP Trodden (bourbon tasting room)
- 25 Woodin King Cigar
- JDA Office
- Youth Clothing (youth clothing and retail store)
- Gard Vintners Tasting Room
- Cascade Cliffs (tasting room)
- Bong Bong Bar
- The Tox (salon)
- Mercer Estates (tasting room)
- Graypants Grosgrain (tasting room)
- House Balthazar (café)
- Brass (restaurant)
- Harvest Management Office

LOT 5: Site plan review for 15,000 square foot public park near the Sammamish River and proposed connection to the Sammamish River Trail has been approved. A site development permit has been submitted for the property that will authorize construction once approved. Landscaping and minor park improvements are proposed.

LOT 6: Site plan review and design review for a four-story mixed-use building with 64-dwelling units, 10,000 square feet of commercial space and structured parking adjacent to the existing Villa townhome development has been approved. The site development permit has been issued, and the approval of the shoring permit is pending execution of a shoring agreement with the City for having tiebacks in the right of way. The building permit is submitted and under review.

LOT 8: The River Run Townhomes project is complete.

LOT 9: The Vinyard Creek Townhomes project is complete.

LOTS 10-11: Construction on Alexan's three mixed-use buildings is well underway. The first two buildings are close to receiving Certificates of Occupancy. Interior and exterior improvements are ongoing. The City has received tenant improvement permits for this project for Farine Bakery, Silver Spoon, and Neko Cat Cafe. See picture to the right.

3. **522 Innovation Center (18501 139th Avenue NE):** This project involves the construction of a two-story 168,000 square foot shell building with surface parking on approximately 14 acres of vacant land in the GB zone. Permits have been approved and the Applicant has been granted until July 2026 to pick up their construction permits or they expire.

4. **Aegis Living (16816 & 16818 140th Avenue NE)**: Zoning and design approvals were issued for this project. However, the building permit application was withdrawn for the main structure and it is unclear whether the Applicant will move forward before all permits expire.

5. **Eastrail Flats (fka Schoolhouse District Phase II & III) (13400 NE 175th Street):** Construction of the mixed-use building is complete. Construction on the 63-townhouses is well underway. A sales trailer has been set up for future town homeowners to visit and learn more.

New commercial tenants include:

- Garlic Crush (Restaurant)
- Pour Decisions (Restaurant)
- Lake Washington Physical Therapy (CO issued)
- Birch Tree Academy (CO issued)

6. **Jacksons Food Store (13106 NE 175th Street):** The applicant submitted land use permits to relocate the gasoline service station to the north end of the property and the convenience store to the intersection and to allow a remote car wash structure along the east line. The existing Goodwill drop-off location will be removed as part of this approval. The project is currently under review.

7. **Woodinville Estates (15724 124th Avenue NE):** This is a 13-lot subdivision located in the R-6 zone off 124th Avenue NE. The site work is mostly completed, and the Final Plat has been submitted and is under review. Permits for two houses have been issued and are under construction. The other subdivision lots have building permits submitted and are under review.

8. **Leota Middle School Replacement, Phase 1 (19301 168th Avenue NE)**: Current construction activity is removing all existing portable classrooms and constructing a three-story building, approximately 70,000 square feet, on the northeast portion of the property. The ingress and egress to the site, surface parking locations, and the bus drop-off location are being relocated. Construction is underway.

9. **Chateau Ste Michelle (14111 NE 145th Street)**: The current proposal is to construct a commercial development including a new concert venue on the east side of the site and a new residential subdivision development is proposed on the west side of the site. Much of the reviews have focused on the critical area determination with categorization of wetlands and streams mostly completed.

   CSM East: This involves redevelopment of the five Tourist-Industrial zone parcels on the eastern half containing Chateau Ste. Michelle's current facilities. Their proposal includes creating a new concert venue, constructing a 120-room hotel, and other facilities to create multiple retail options. The site plan review, short subdivision and SEPA applications have been submitted and are under review. An urban stream designation has also been requested.

   CSM West: This involves 65 acres of residential zone land on the western half of Chateau Ste. Michell's site. Their proposal includes dividing the land into 89 residential cluster development lots ranging in size from 4,883 square feet to 10,800 square feet. Approximately 40 acres of the site will be set aside in 10 native growth protection area tracts, as well as tract containing a private road and stormwater tracts. A preliminary subdivision and SEPA applications were submitted. A Notice of Application was issued for this part of the project on June 25, 2025. City staff and the applicant have been working through the critical area mitigation elements, and we anticipate completing this and scheduling a public hearing in early 2026.

10. **Teufel Subdivision (13102 NE 146th Street):** A single-family residential cluster development/ subdivision to divide 5.2 acres of R-4 residential zone land into 21 lots. The Preliminary Plat was approved, and the site development permit has been submitted and is under review.

11. **Midtown Woodinville (13625 NE 175th Street):** This project proposes a five-phase mixed-use development between NE 175th Street and NE 171st Street in the Central Business District. The current proposal is to develop two commercial buildings, four mixed-use buildings, and approximately 34 townhome structures. The applicant has applied for a Development Agreement, SEPA, and Critical Areas Determination Amendment. Review of these applications is ongoing. The developer is also expected to submit a site plan review for the initial phase of the development soon.

12. **Halsey Subdivision (approximate address 14850 NE 185th ST):** This project includes a preliminary subdivision, residential cluster development, and critical area alteration to divide 11 acres of R-6 zoned land into 27 lots ranging in size from 3,400 square feet to 4,759 square feet. Approximately 5.8 acres of the site will be placed in three native growth protection area tracts, and additional tracts will be created for a private road and stormwater facilities. Geological hazards (erosion, landslide, and seismic hazards) and critical aquifer recharge area were identified on the site.

FEBRUARY PLANNING COMMISSION RECAP: The Planning Commission held their regular meeting on February 25, 2026.

- *2026 Annual Docket of Comprehensive Plan Amendments – Discussion*

  Staff introduced the Annual Comprehensive Plan Amendment Docket containing three docket items for 2026. These include two city-initiated text amendments – one in support of the City's Bee City Designation and the other in support of inclusionary zoning. The third item is a citizen-initiated Future Land Use Map amendment from Central Business District Designation to Residential High Designation and would support a future zoning map amendment.

- *CBD Nonconforming Single Family Use Amendments – Discussion*

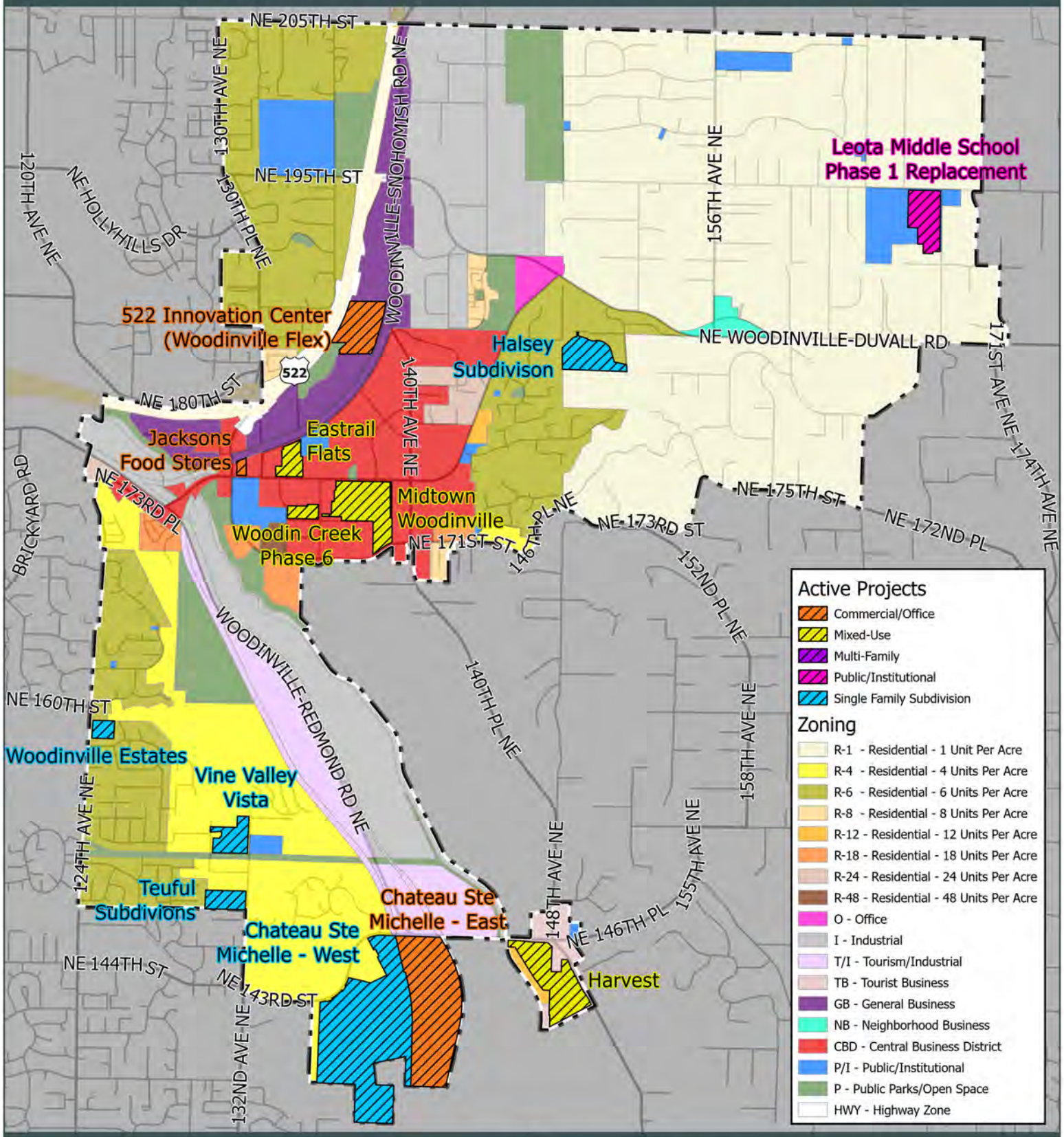
  The Planning Commission received a staff report on a zoning code amendment to allow for legally established nonconforming detached single-family homes a limited amount of expansion to the floor area. There is currently several legally established nonconforming detached single-family dwellings that could be affected by this proposal. The Commissioners asked questions and requested that the item be brought back for a public hearing.

- *Forum Placemaking's Recommendations on inclusionary Zoning and Eastrail Mixed Use Implementation – Discussion*

  The Planning Commission received a presentation from staff that provided an overview of the Recommendations developed by Forum Placemaking regarding Inclusionary Zoning with input from City Council and staff. The presentation included the background for the project and an overview of the findings and potential implementation. The Planning Commissioners asked questions and discussed the presentation.

Item No.	Reporting Item	YTD	From 02/01/2026 to 02/28/2026
1.0	**Land Use Permits**		
1.10	**Land Use Permit Application**	11	
1.12	Critical Area Permits	1	
1.13	Home Businesses	10	
1.20	**Land Use Permit Approvals**	10	
1.21	Conditional, Special, and Temporary Use	1	
1.22	Critical Area Permits	1	
1.23	Home Businesses	5	
1.24	Land Use Approvals and Design Reviews	1	
1.25	SEPA Determinations	1	
1.27	Subdivisions and Boundary Line Adjustments	1	
2.0	**Construction Permits**		
2.10	**Construction Permit Applications**	60	
2.11	Building, Combination	9	
2.12	Fire, Mechanical, Plumbing, Demolition, Tanks	31	
2.13	Right-of-Way	13	
2.14	Permanent Signs	3	
2.16	Site Development/Grading	3	
2.17	Tree Removal	1	
2.20	**Construction Permits Issued**	71	
2.21	Building, Combination	14	
2.22	Fire, Mechanical, Plumbing, Demolition, Tanks	40	
2.23	Right-of-Way	14	
2.24	Permanent Signs	2	
2.26	Site Development/Grading	1	
2.30	**Construction Permits Finaled**	12	
2.31	Building, Combination	3	
2.32	Fire, Mechanical, Plumbing, Demolition, Tanks	8	
2.34	Permanent Signs	1	
3.0	**Inspections**		
3.10	Building Inspections (NOT SIGN PERMITS)	240	
3.11	Fire Operational	43	
3.12	Right-of-Way	5	
3.13	Sign (SIGN PERMITS)	6	
3.14	Site Development/Grading	8	
3.15	Tree Removal	10	
	TOTALS	**312**	
4.0	**Fees**		
4.10	Total Fees Collected	$164,751.94	
4.10.	*Impact Fees SubTotal*	*$36,512.24*	
4.10.	*Permit Fees SubTotal*	*$128,239.70*	
4.13	Building Permit Valuation - All Projects	$1,639,293.00	
5.0	**Other Permitting Indicators**		
5.10	Pre-Application Meetings	1	
5.11	Preliminary Plat Approvals	1	
5.15	Tenant Improvements Issued	10	
5.16	New Single-Family Residential Units	1	
6.0	**Code Enforcement**		
6.10	Cases Opened	2	
6.11	Cases Closed	1	
6.12	Code Violations Resolved		
7.0	**Long Range Planning**		
7.10	Major Plan Updates	0	
7.11	Comp Plan Amendments	2	
7.12	Development Reg Amendments	0	

Active Projects in the City of Woodinville



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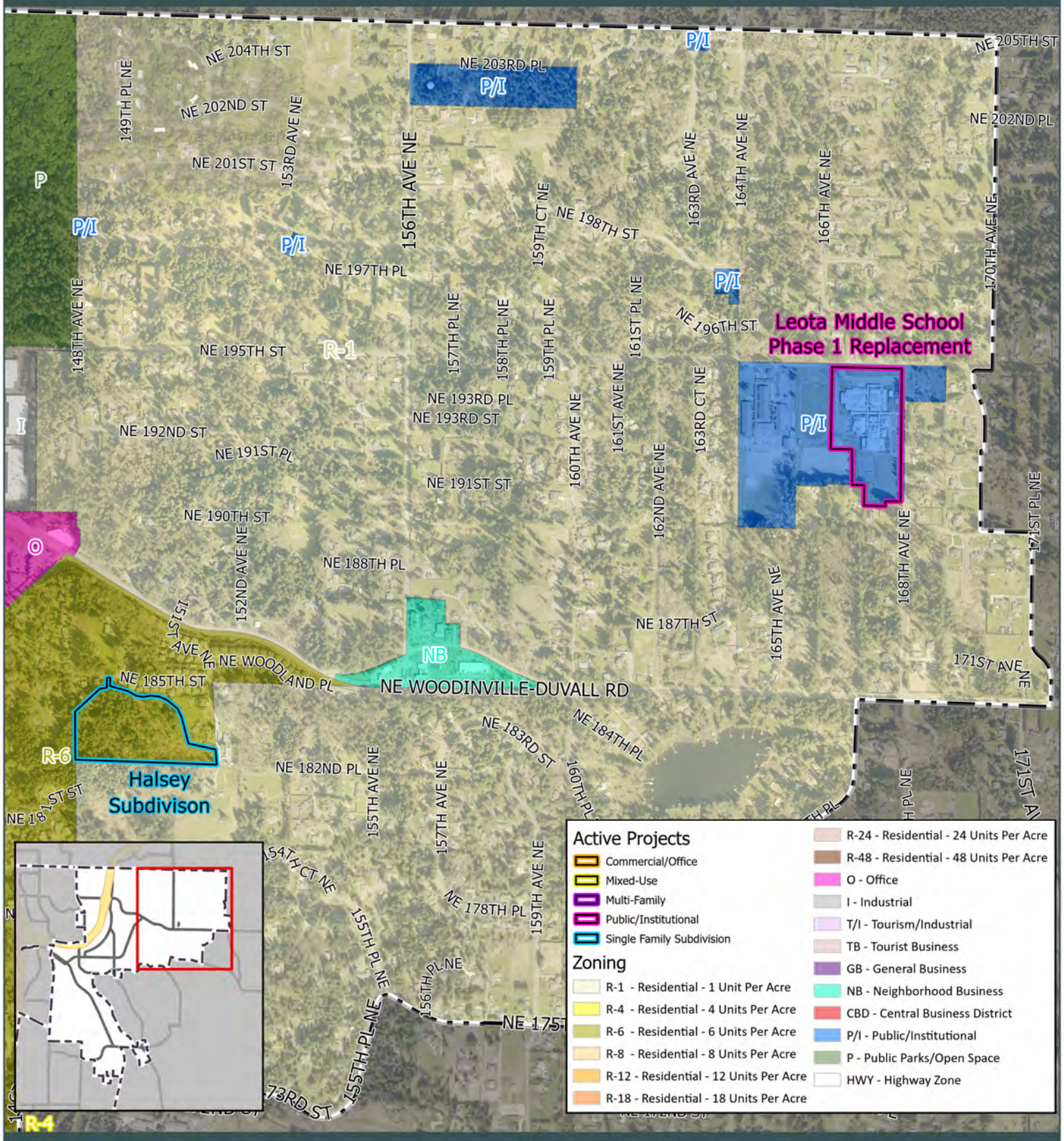
City of Woodinville - Northeast Active Projects



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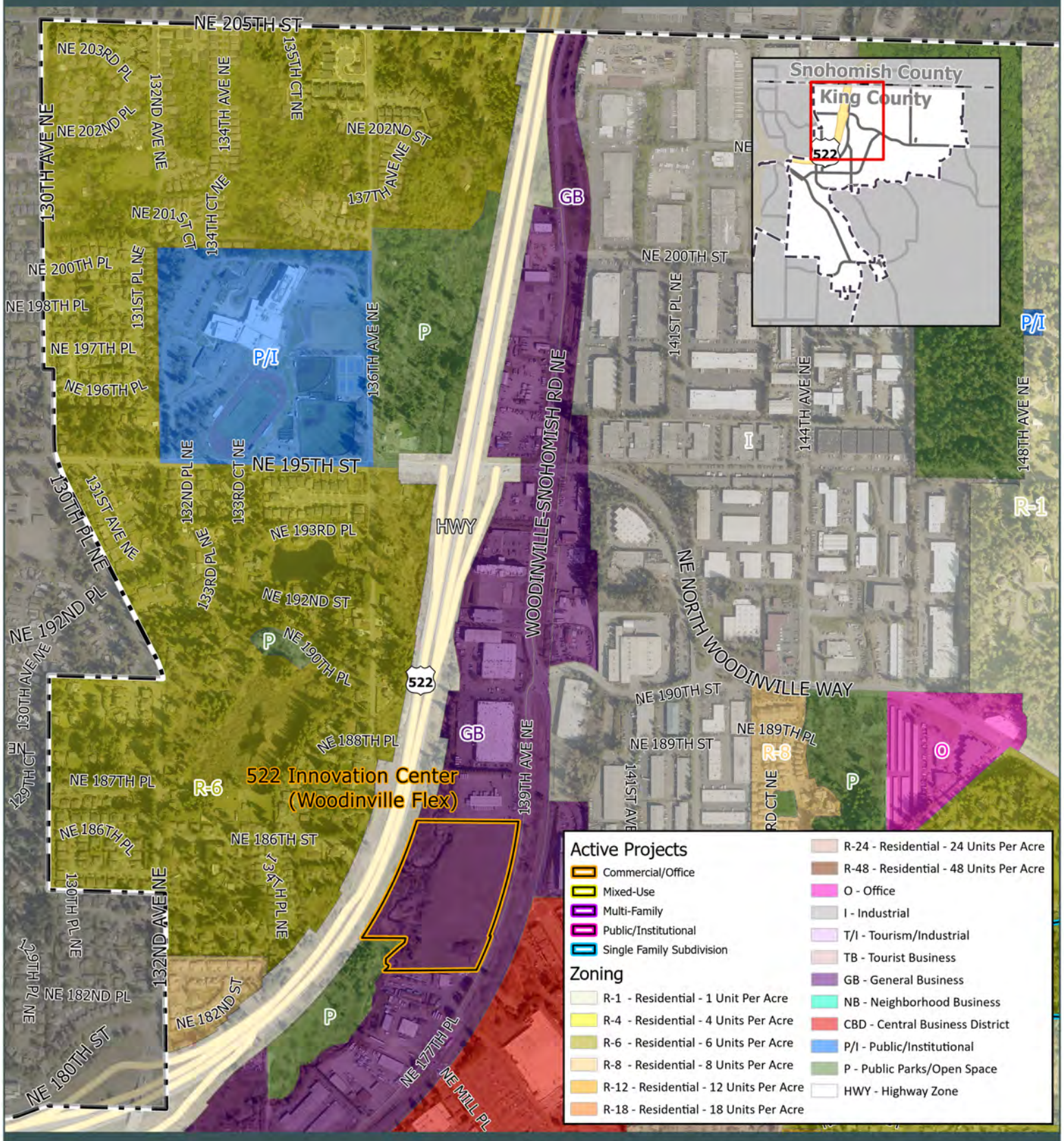
City of Woodinville - Northwest Active Projects



0 0.3 Miles

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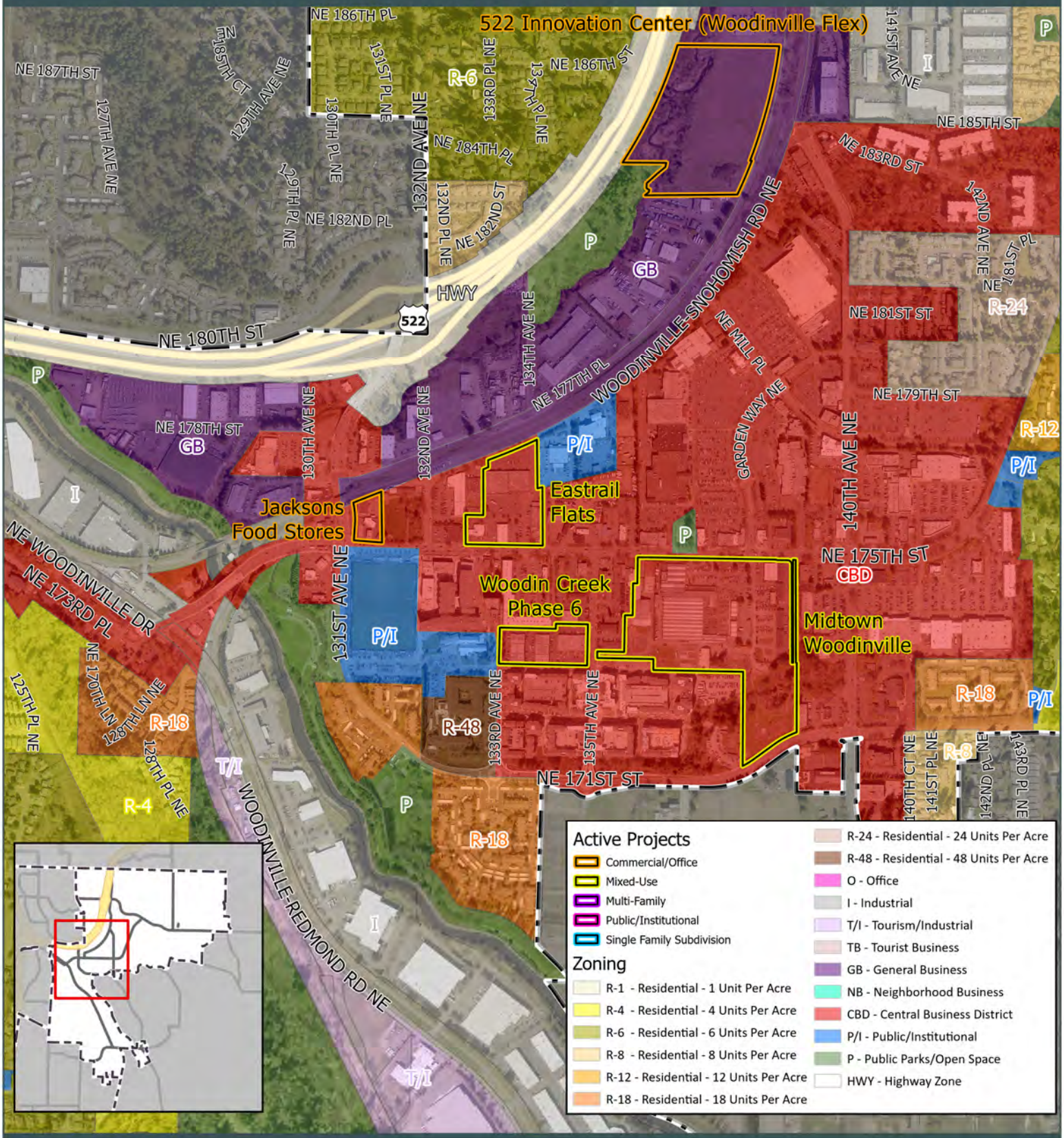
City of Woodinville - Central Active Projects



Active Projects

- Commercial/Office
- Mixed-Use
- Multi-Family
- Public/Institutional
- Single Family Subdivision

Zoning

- R-1 - Residential - 1 Unit Per Acre
- R-4 - Residential - 4 Units Per Acre
- R-6 - Residential - 6 Units Per Acre
- R-8 - Residential - 8 Units Per Acre
- R-12 - Residential - 12 Units Per Acre
- R-18 - Residential - 18 Units Per Acre
- R-24 - Residential - 24 Units Per Acre
- R-48 - Residential - 48 Units Per Acre
- O - Office
- I - Industrial
- T/I - Tourism/Industrial
- TB - Tourist Business
- GB - General Business
- NB - Neighborhood Business
- CBD - Central Business District
- P/I - Public/Institutional
- P - Public Parks/Open Space
- HWY - Highway Zone

0 0.3 Miles

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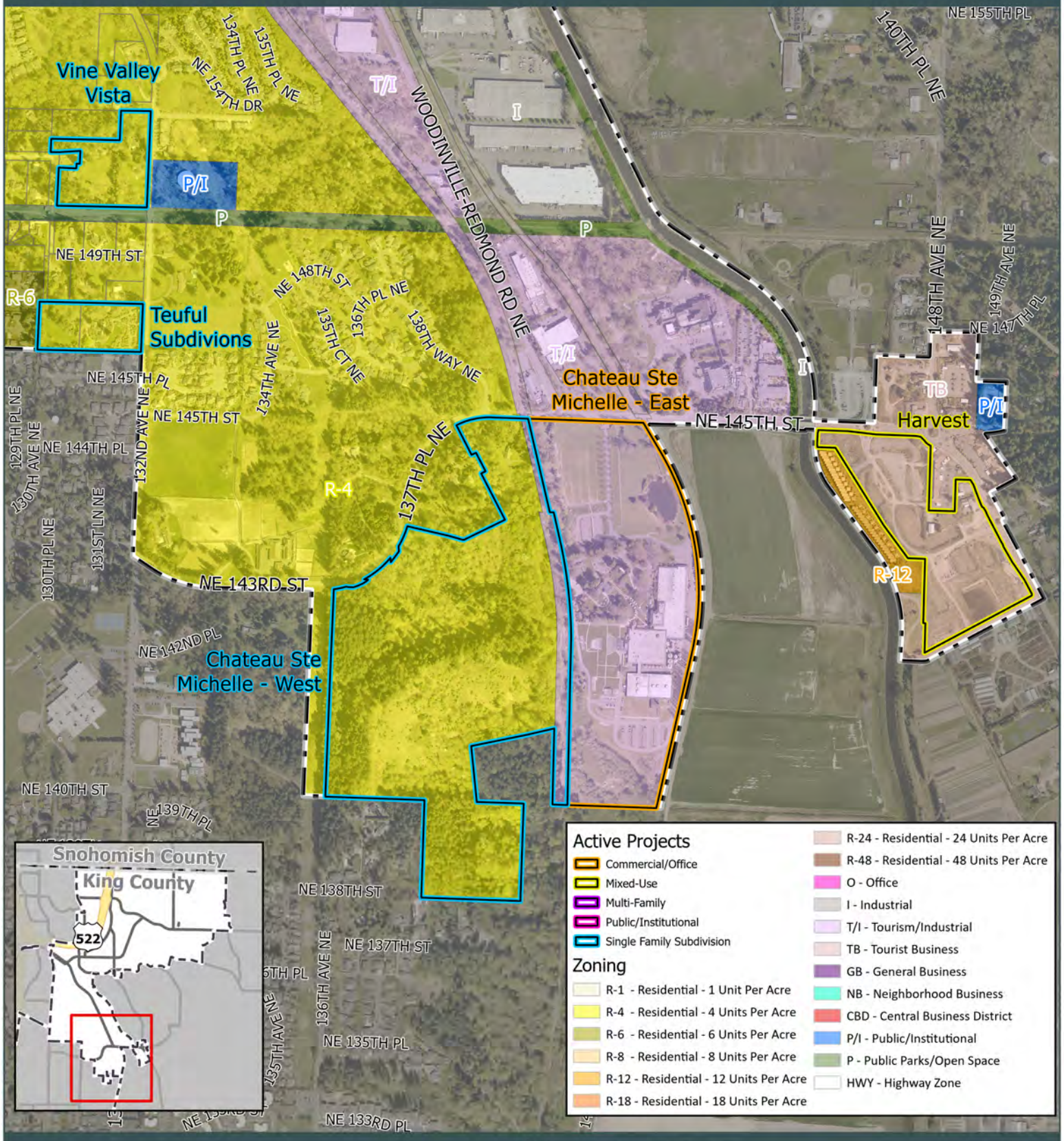
City of Woodinville - Southeast Active Projects



Active Projects

- Commercial/Office
- Mixed-Use
- Multi-Family
- Public/Institutional
- Single Family Subdivision

Zoning

- R-1 - Residential - 1 Unit Per Acre
- R-4 - Residential - 4 Units Per Acre
- R-6 - Residential - 6 Units Per Acre
- R-8 - Residential - 8 Units Per Acre
- R-12 - Residential - 12 Units Per Acre
- R-18 - Residential - 18 Units Per Acre
- R-24 - Residential - 24 Units Per Acre
- R-48 - Residential - 48 Units Per Acre
- O - Office
- I - Industrial
- T/I - Tourism/Industrial
- TB - Tourist Business
- GB - General Business
- NB - Neighborhood Business
- CBD - Central Business District
- P/I - Public/Institutional
- P - Public Parks/Open Space
- HWY - Highway Zone

0 0.4 Miles

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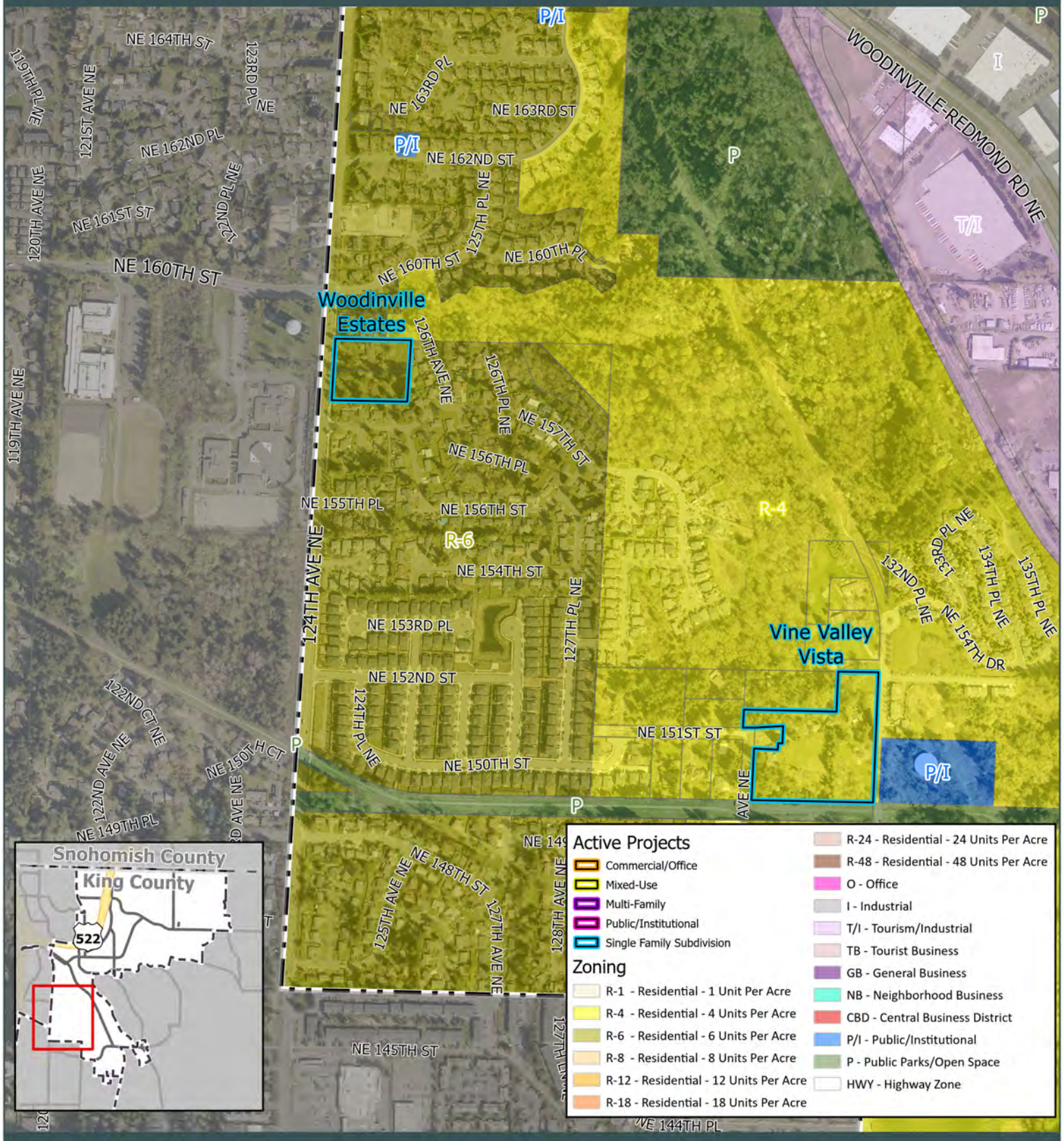
City of Woodinville - Southwest Active Projects



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Report to the City Council

Meeting Date:	March 17, 2026
Agenda Item:	Resolution No. 682, approving the King County Regional Hazard Mitigation Plan update-Woodinville Annex: Worley
Staff Contact:	Reghan Worley, Management Analyst

Issue:	Shall City Council approve Resolution No. 682, adopting the King County Regional Hazard Mitigation Plan update and Woodinville Hazard Mitigation Jurisdiction Annex?
Recommended Motions:	I MOVE TO APPROVE RESOLUTION NO. 682, ADOPTING THE KING COUNTY REGIONAL HAZARD MITIGATION PLAN UPDATE AND WOODINVILLE HAZARD MITIGATION JURISDICTIONAL ANNEX.

Staff Report

Agenda Item Number: 5.

CITY OF WOODINVILLE, WA

REPORT TO THE CITY COUNCIL

17301 133rd Avenue NE, Woodinville, WA 98072
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To: Honorable City Council **Date:** March 17, 2026
By: Reghan Worley, Management Analyst
Subject: Resolution No. 682, approving the King County Regional Hazard Mitigation Plan update—Woodinville Annex

FINANCIAL ACTION SUMMARY		
Expenditure Required *(annual)*	**Amount Budgeted/Approved**	**Additional Amount Required *(annual)***
$0		$0

ISSUE: Shall City Council approve Resolution No. 682, adopting the King County Regional Hazard Mitigation Plan update and Woodinville Hazard Mitigation Jurisdiction Annex?

RECOMMENDATION: Approve Resolution No. 682

BACKGROUND:
The King County Regional Hazard Mitigation Plan underwent a five-year update in 2024/25. The update reassesses risks and vulnerabilities to natural and human-caused hazards and develops strategies to reduce the risk of those hazards. Over 50 planning partners, including King County cities, school and water districts, and special-purpose districts, have developed an individual local annex to the plan. Participation in the Regional Hazard Mitigation Plan update is a requirement for local jurisdictions to be eligible for federal Hazard Mitigation Assistance grants. In addition, each local jurisdiction's annex aims to identify which, out of the several regional hazards, impacts that jurisdiction and identifies how to address the mitigation of those hazards.

Hazard mitigation is another term for disaster risk reduction. Hazard mitigation planning focuses on actions with long-term benefits and typically features projects designed to strengthen community assets or move them out of harm's way before a disaster occurs. Examples include seismic retrofits of earthquake-prone buildings or buyouts of flood-prone property. Other hazard mitigation strategies may incorporate public outreach and operational readiness improvements designed to reduce community vulnerability to a hazard that is likely to occur. Examples include targeted public information campaigns around disaster preparedness and emergency response training.

The Woodinville City Council reviewed and provided comments on the draft Woodinville Hazard Mitigation Plan Jurisdictional Annex on October 1, 2019. The draft Annex was submitted to King County and the Federal Emergency Management Agency (FEMA) for review on May 1, 2025. On May 18, 2025, FEMA notified King County of some minor revisions required of Woodinville's Annex to fully meet all criteria for agency approval. Those revisions have been incorporated, and the full Regional Plan as well as the revised Woodinville Annex is now being presented for Council consideration and adoption. The adoption of the County base plan along with the City's annex allows for continuity and cohesion between the two plans and provides a broader regional context to City-specific hazards.

DISCUSSION:
Beginning in October 2023, City of Woodinville staff participated in a multi-jurisdictional Regional Hazard Mitigation planning process led by King County. The Woodinville Annex portion of the plan was developed to complement the format and align in content with the base plan being developed by King County. This includes the plan goal and priorities (listed on page 1-1 of Attachment 3), which were established by King County.

As part of our local planning process, City staff reviewed the 2020 Regional Hazard Mitigation Plan and the City's Comprehensive Emergency Management Plan to assess development trends and hazards as well as identify and prioritize potential strategies. Strategies outlined in the draft annex are broad and include several objectives. Roughly half of those objectives are related to projects identified in the previous Hazard Mitigation Plan Annex that are now being carried over, while others were more recently included in the City's 5-Year CIP. Remaining strategy components are reflective of ongoing programmatic work around issues such as culvert replacement and reinforcement, community preparedness, as well as continued plan maintenance and participation in county-wide initiatives.

The City established a community engagement process and information about the planning process was provided across City communication platforms in May and August of 2024, and public input on draft plan elements was solicited at the 2024 Celebrate Woodinville Summer Concert Series.

Hazards identified in the draft Annex include earthquakes, flooding, landslides, severe weather, severe winter weather, volcano eruption, wildfire, civil disturbance, cyber attack, hazardous materials release, public health emergencies, structure fires, and terrorism. Although risk level and local vulnerabilities associated with each of these hazards varies, new strategies have been developed to mitigate a wide range of potential impacts in 2025 and beyond.

Strategies proposed for the 2025 Regional Hazard Mitigation Plan—Woodinville Annex are as follows:

Strategy	Vision/ Objective	Description
#WV-1 – Structural and non-structural flood mitigation *(Flood)*	Reduce or eliminate flooding in residential, commercial, and industrial areas by installing new culverts and improving stream flows.	The City plans to redesign/construct new culverts and improve creek sediment flow in areas in and around downtown and along major arterials to prevent future flooding.
#WV- 2 – Operational efficiency and readiness for emergency response *(Severe Weather, Winter Weather, All Hazards)*	Enhance operational efficiency and readiness for engaging in emergency response activities.	The City has identified several opportunities to enhance organizational capacity and readiness in order to respond more quickly and effectively to all hazards, including specific hazards such as severe winter weather, haz-mat, and water contamination. These opportunities include developing and implementing response protocols around hazardous materials and stormwater illicit discharge, renovating the Public Works shop, designating possible shelters, and continuing to equip and

		train staff to operate our new joint Emergency Operations Center located at Fire District HQ.
#WV-3 – Community disaster preparedness *(Earthquake, Severe Weather, Winter Weather, All Hazards)*	Educate and provide resources to facilitate community preparedness for all hazards in order to achieve long-term risk reduction.	This strategy will focus on working with the community as well as individual neighborhoods to ensure residents are generally prepared to survive in their house alone for up to two weeks. Ultimately, the goal is to reduce the risk around of major hazards such as earthquakes that may limit mobility and delay rescue/ response, as well as reoccurring hazards such as snow events which disproportionately impact people living in hilly areas of the city.

RECOMMENDED MOTION:

I MOVE TO APPROVE RESOLUTION NO. 682, ADOPTING THE KING COUNTY REGIONAL HAZARD MITIGATION PLAN UPDATE AND WOODINVILLE HAZARD MITIGATION JURISDICTIONAL ANNEX.

Attachments:

1) Resolution No. 682, Adopting the King County Regional Hazard Mitigation Plan update and Woodinville Hazard Mitigation Jurisdictional Annex
2) 2025 Woodinville Hazard Mitigation Plan Jurisdictional Annex
3) 2025-2030 King County Regional Hazard Mitigation Plan (via hyperlink due to size)

RESOLUTION NO. 682

A RESOLUTION OF THE WOODINVILLE CITY COUNCIL TO ADOPT THE KING COUNTY REGIONAL HAZARD MITIGATION PLAN UPDATE AND THE WOODINVILLE HAZARD MITIGATION PLAN JURISDICTIONAL ANNEX UPDATE AND REPEALING RESOLUTION NO. 565.

WHEREAS, Federal Emergency Management Agency (FEMA) requires each local jurisdiction to adopt and regularly update a Mitigation Plan for Natural Disasters ("Mitigation Plan") in order to minimize loss of life and recurring property damage arising from or occurring in connection with natural disasters; and

WHEREAS, FEMA has indicated that future natural disaster mitigation grant monies will not be made available to jurisdictions without a current and adopted Mitigation Plan; and

WHEREAS, mitigation planning is a logical and reasonable step to enhance public safety and reduce the impacts of natural disasters; and

WHEREAS, the City of Woodinville ("City") recognizes the benefits and necessity of regional natural disaster planning and cooperation; and

WHEREAS, in 2019, a coalition of King County, Cities, Towns and Special Purpose Districts with like planning objectives was formed to pool resources and create consistent mitigation strategies within the King County planning area; and

WHEREAS, the coalition has completed a planning process that engages the public, assesses the risk and vulnerability to the impacts of natural hazards, develops a mitigation strategy consistent with a set of uniform goals and objectives, and creates a plan for implementing, evaluating and revising this strategy;

NOW, THEREFORE THE CITY COUNCIL OF THE CITY OF WOODINVILLE, WASHINGTON, HEREBY RESOLVES AS FOLLOWS:

Section 1. The City of Woodinville City Council does hereby adopt in its entirety the King County Regional Hazard Mitigation Plan update and the Woodinville Hazard Mitigation Plan Jurisdictional Annex update.

Section 2. This resolution shall become immediately effective upon its adoption.

Section 3. City of Woodinville Resolution No. 565 is hereby repealed in its entirety.

RESOLVED this 17th day of March, 2026.

_____
Sarah Arndt, MAYOR

ATTEST/AUTHENTICATED:

_____
Katie Hanke, CITY CLERK

City of Woodinville of Jurisdiction Plan Annex

Introduction

The City of Woodinville is a small city located in King County, northeast of Seattle and Lake Washington. The city is surrounded by the larger cities of Kirkland, Bothell, and Redmond and is situated just north of the Sammamish River Valley.

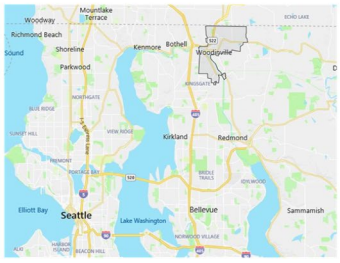
Woodinville is home to more than a hundred wineries, breweries, and distilleries and has a thriving economy consisting of a mix of tourism, retail, and light industrial. Known for its forested hillsides and wooded neighborhoods, the city also has a distinct, walkable downtown, a tourist district to the southeast, and an industrial district to the north.

In addition to its status as a destination for winery events and live entertainment, Woodinville offers a variety of recreational facilities, including parks, trails, and sports fields. Visitors come to Woodinville from across the region to bicycle on the Sammamish River Trail and take part in the city's annual Celebrate Woodinville summer concert series and outdoor festival.

Woodinville is well known for its agricultural roots due to its geographic proximity to working farms located along the Sammamish River Valley. Several prominent local businesses promote agricultural sustainability by catering to gardening enthusiasts or offering food for sale that is grown locally.

Jurisdiction Profile

The City of Woodinville is a contract city with a Council-Manager form of government located in King County, Washington. The population was 13,718 as of December 1, 2024. The City was incorporated March 31, 1993 and has geographical area of 5.65 square miles.



The City of Woodinville provides direct services to residents, including the construction and maintenance of streets, parks, and surface water systems and planning, development, and building inspection services. Police services are provided by the City in partnership with the King County Sherriff's Office. Water and sewer utilities are provided by the independently operated Woodinville Water District. Fire protection and emergency medical services are provided by Woodinville Fire & Rescue District. City facilities include four developed parks, synthetic turf sports fields, a community center, City Hall, and a public works operations shop.

Jurisdiction Point of Contact:

Name: Reghan Worley
Title: Management Analyst
Entity: City of Woodinville
Phone: 425-877-2265
Email: reghanw@ci.woodinville.wa.us

Plan Prepared By:

Name: Kevin O'Neill
Title: Assistant City Manager
Entity: City of Woodinville
Phone: 425-877-2266
Email: kevino@ci.woodinville.wa.us

Development Trends

The City of Woodinville has been steadily growing over the past decade. A significant portion of the central business district is currently being redeveloped and is bringing with it an increased supply of multifamily housing and retail services. An increase in density downtown helps mitigate some of the risks associated with severe and winter weather, as the City can more efficiently provide snow removal and other types of response services to a higher proportion of the population. New construction also reduces vulnerability to earthquakes, as a greater proportion of the city's population now lives in seismically resilient buildings.

In addition to the growth occurring in the downtown area, Woodinville's tourism district is also expanding. Several large multifamily and commercial projects are in early permitting phases, including a proposed six story hotel project that would be the tallest building within city limits. Elsewhere in town, Woodinville has experienced a steady flow of new subdivisions over the past ten years. The city is now reaching a point where much of the remaining land is encumbered by wetlands, making it difficult to develop. As noted in the City's Comprehensive Plan, future residential growth is likely to occur in commercial areas in the form of multi-story mixed use development (Chapter 2-2). From a hazard mitigation perspective, there is some concern that as building heights increase, the risk of injuries and loss of human life resulting from severe earthquake damage may also increase.

Woodin Creek Village, a new 500+ unit multifamily development located in downtown Woodinville.

Jurisdiction Risk Summary

Woodinville is vulnerable to a variety of natural and human-caused hazards. Most commonly, the city experiences severe weather, winter weather, and minor hazardous material spills. Less commonly, the city may experience moderate flooding, civil unrest, and public health emergencies. Although impacts from landslide, wildfire, and earthquake-related hazards have not occurred within past 20 years or more, the likelihood is high that such an incident will occur sometime in the future.

Hazard Risk and Vulnerability Summary

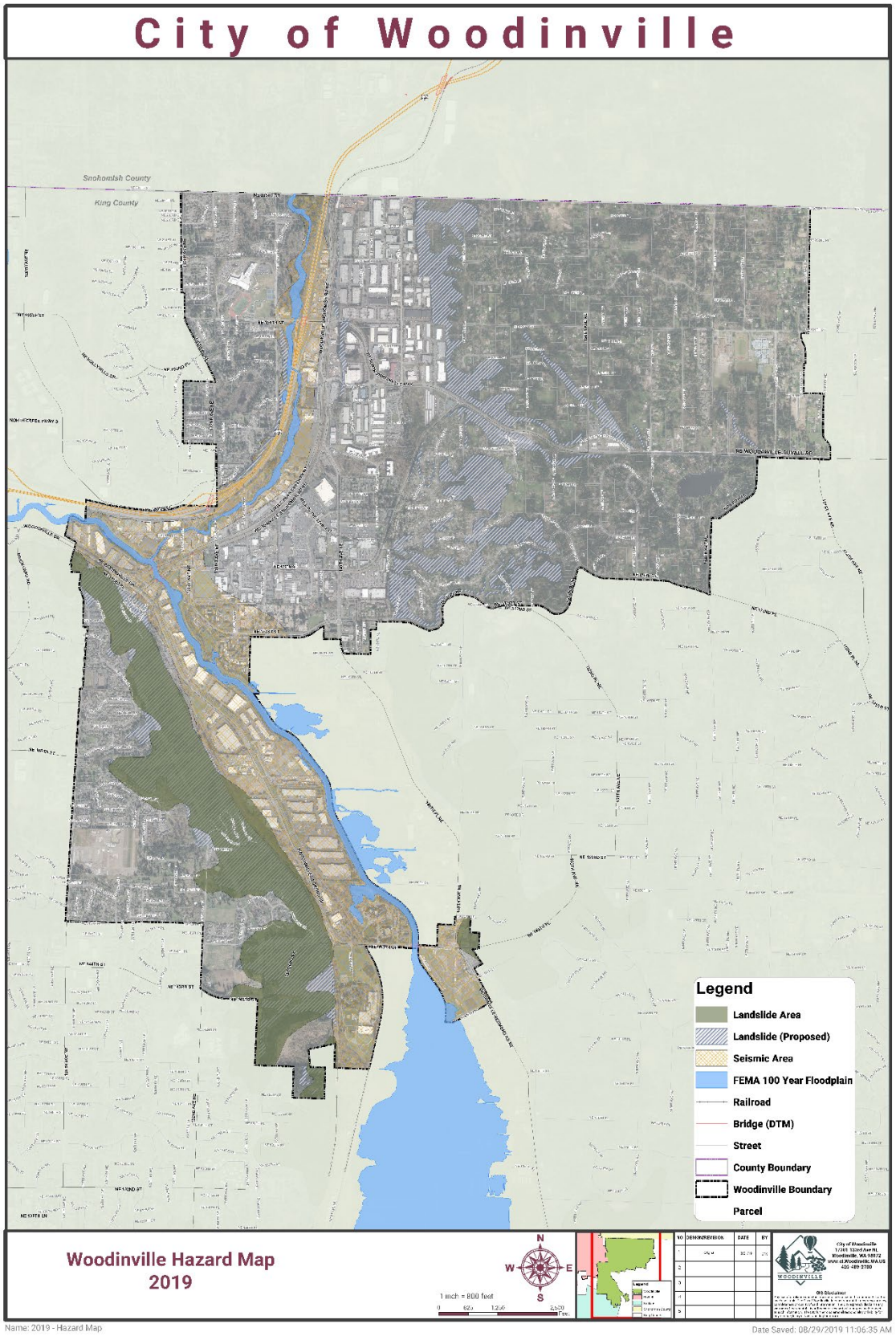
Hazard	Hazard Summary	Vulnerability Summary	Impact Summary
Avalanche	The City has no risk of avalanche.	N/A	N/A
Earthquake	Several faults likely to produce a 7.0 or greater magnitude earthquake are located within a 100-mile radius, including the Southern Whidbey Fault and the Cascadia Subduction Zone.	Woodinville is at risk to experience at least one major earthquake in the next 50 years. Ground liquefaction would likely be severe in the low-lying industrial and downtown area and handling debris would be a significant challenge for the city. Water and energy supply, as well as major transportation routes such as SR 522, SR202, NE Woodinville-Duvall Road and North Woodinville Snohomish Road would likely be impacted.	A 7.4 magnitude earthquake along the Southern Whidbey Fault would mean severe or violent shaking in Woodinville and could cause up to $331M in damage and result in 2 million tons of debris. A 9.0 magnitude Cascadia Subduction Zone earthquake could cause damage of up to $125B in King County.
Flood	1.7% of the total land area of the city is within the	There are three structures in the floodplain, two residential and one	Historically, flooding has occurred along the banks of the

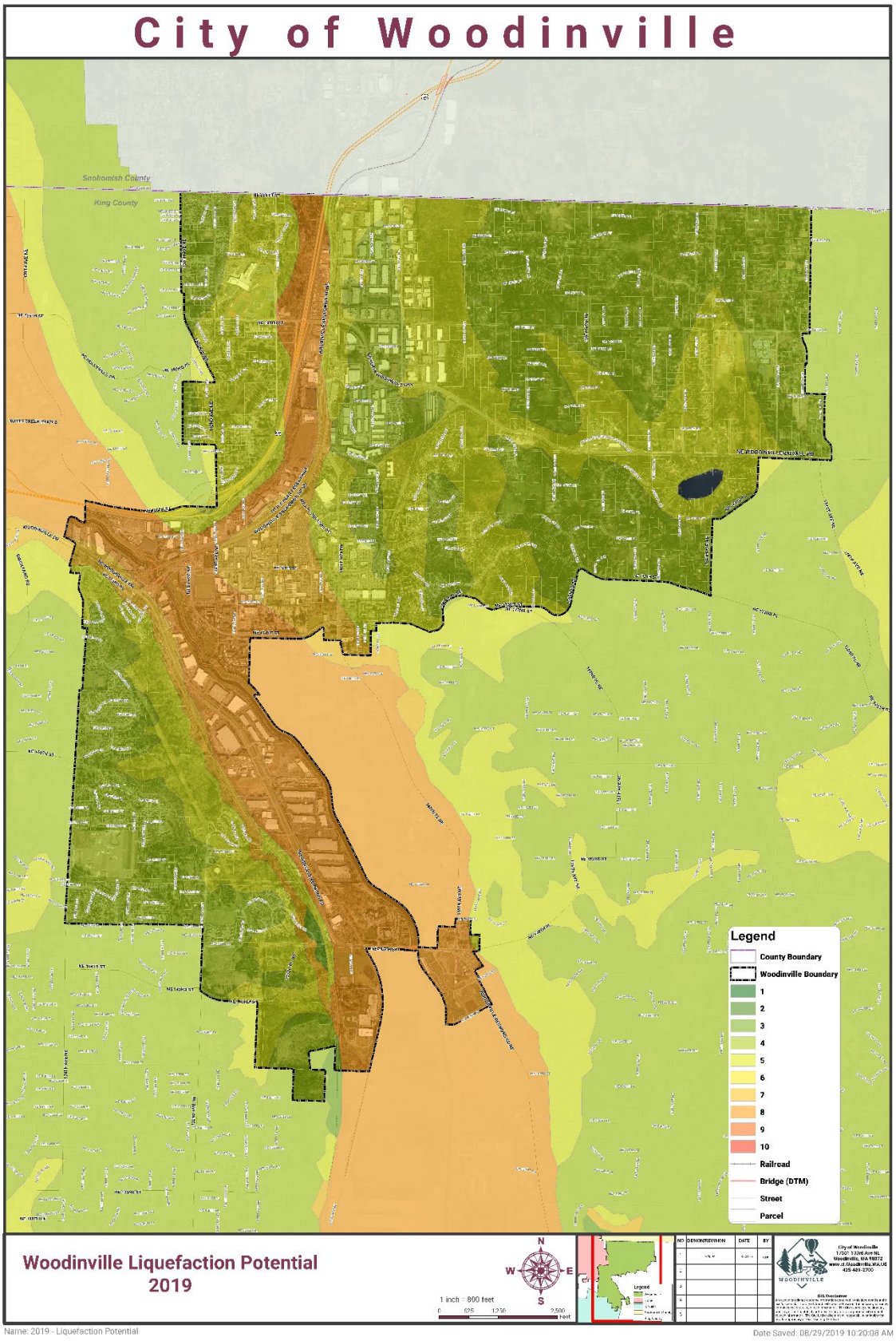
	100-year floodplain. The city has limited residential development; however, there are some industrial and commercial structures already present in the floodplain.	commercial. There are five repetitive loss properties in the city.	Sammamish River and Little Bear Creek, primarily as a result of blocked and aging culverts. The most recent flood occurred in 2007 and was the result of a tree interfering with a culvert under SR-522. As climate change and development changes the floodplain the city may be at a greater risk for floods resulting from heavy precipitation.
Landslide	The city has steep slopes and high land area to the west and low-lying area through the downtown area and along the Sammamish River. The eastern area rises and has steep slopes in the adjacent unincorporated King County.	NE Woodinville Drive and Redmond-Woodinville Rd NE/ SR 202 both run along steep slopes. These roads are key routes in and out of the city. Most of the city's development is concentrated in the low-lying areas, but there are a handful of residences on the hillsides that may be vulnerable to landslide.	No major historical landslide impacts have been recorded. Three instances of failed culverts and retaining walls due to erosion/ land movement have required emergency repairs over the past five years.
Severe Weather	The city is not especially susceptible to tornados or drought, although the area does experience dry periods during the summer. Several high wind events typically occur in the fall and winter.	Severe drought may impact agricultural areas just outside of the city and the local economy. Woodinville has numerous trees and above-ground power lines, which makes it vulnerable to power outages during wind storms.	Wind storms cause power outages in various parts of the city 2-3 times per year. New development will provide an opportunity to site power lines away from trees and may decrease the proportion of the population impacted.
Severe Winter Weather	Major snow events of more than 3 total accumulated inches happen only occasionally in this area.	The city is vulnerable to snow storms because of their relative infrequency. Households may not be prepared to go without power for long stretches or have what they need to be able to navigate in snow. Given the infrequency of snow events, the City isn't equipped to provide snow removal services in all areas of the City. There are a few developments in hilly	The city regularly experiences snow storms during the winter months. Storms often close City Hall and schools for multiple days. Local travel is typically severely restricted.

		areas that are more difficult to access in the snow.	
Tsunami	The City has no risk of tsunami.	N/A	N/A
Volcano	The closest active volcanos are Glacier Peak (54 miles northeast), Mt. Rainier (63 miles southeast) and Mt. Baker, (73 miles northeast).	Due to area geography and distance from active volcanos, Woodinville is not particularly at risk. Mountains to the west of the closest volcano, Glacier Peak, will shield Woodinville from lava and lahar flows. The City may experience reduced air quality from ash fallout.	In the event of a Mt. Rainier eruption, the regional economy will likely be impacted.
Wildfire	The city is positioned near the wildland-urban interface, with low-density mature wooded neighborhoods directly to the east and north.	The City has urban firefighting amenities and is serviced by a professional fire district with good response times. The Snoqualmie Valley acts as a firebreak between wooded areas to the east and the true wildland of the Cascades, reducing risk of a major wildfire making its way to Woodinville. The City may experience reduced air quality from large wildfires elsewhere.	No wildfires have impacted the city in recent memory. Wildfire risk is increasing across the Puget Sound area due to warmer, dryer summers brought on by climate change.
Civil Disturbance	Woodinville is vulnerable to bombings, shootings, and violent protests.	The city does not have federal buildings, landmarks, or large minority populations that are often targets for acts of mass violence. Gathering places include a movie theater, city hall, several supercenter-type stores, and Woodinville High School. In the summer, there are several outdoor concerts and a large festival downtown.	The number of mass shootings has increased across the country.
Cyber Attack	Woodinville is vulnerable to cyber-attacks and hacking.	The Olympic Pipeline runs through Woodinville and could potentially be a major utility target for cyber-attacks. Other potential targets may include energy, broadband, and natural gas utilities, as well as some regional corporate businesses and city government's financial data and personal identifiable information.	No history of major cyber-attacks to date. The City has taken precautions to secure its data and networks from ransomware and other types of malicious cyber-attacks.
Dam Failure	The City is not at risk for dam failure.	N/A	N/A
Hazardous Materials Release	Woodinville is vulnerable to hazardous material incidents including truck spills and illicit discharge into the	Hazardous materials are conveyed along state and local roads in the city limits. The Woodinville Fire & Rescue District has primary responsibility for responding to haz-mat spills. The City responds to and regulates discharge of pollutants or hazardous materials into the stormwater system. A serious haz-	Low to moderate impact hazardous material spill incidents occur on a regular basis, however there is no history of large-scale incidents.

	stormwater system.	mat incident could occur if the Olympic Pipeline that runs through the city were to rupture or leak.	
Public Health Emergency	Any public health emergency impacting greater Seattle has the potential to impact Woodinville.	The city is located within a major metropolitan area, and less than 30 miles from two international airports. There are a few large gathering places in the city which may facilitate the spread of disease.	The most recent public health emergency has been Measles, which has threatened to impact the city. The movie theater in town and several near-by locations were thought to be possible contagion spots, although there haven't been reports of residents catching the disease.
Structure Fire	Woodinville is vulnerable to structure fire.	A full range of fire inspection and protection services are provided by Woodinville Fire & Rescue District. The Fire district's response times are on par with other fire departments in King County.	The city has not experienced any major structure fires in recent memory. In May 2019, scrap metal at a recycling center just outside city limits caught fire and produced large quantities of smoke, temporarily impacting air quality.
Terrorism	Woodinville is vulnerable to terrorism.	The city does not have federal buildings, landmarks, or large minority populations that are often targets for acts of mass violence. Gathering places include a movie theater, city hall, several supercenter-type stores, and Woodinville High School. In the summer, there are several outdoor concerts and a large festival downtown.	Terrorism incidents, especially domestic terrorism incidents, are becoming more common. The city has never experienced a terrorism incident.

Hazard and Asset Overview Maps




City of Woodinville
Snohomish County
King County
Legend
County Boundary
Woodinville Boundary
1
2
3
4
5
6
7
8
9
10
Railroad
Bridge (DTM)
Street
Parcel
Woodinville Liquefaction Potential
2019
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Plan Update Process

The City of Woodinville participated in the multi-jurisdictional Hazard Mitigation Planning process led by King County. Beginning in November 2018, City staff attended several planning workshops hosted by King County at on MS Teams.

The City initiated an internal planning process in early summer, holding a kick-off meeting with its multi-departmental steering committee in 2023. The purpose of this meeting was twofold: 1) to communicate expectations for the planning process and 2) to review the current Hazard Mitigation Plan and the City's Comprehensive Emergency Management Plan in order to complete a high-level assessment of assets and evaluate which are potentially most at risk. As part of this assessment, staff considered both city-owned and community-wide assets and considered the likely impact of a variety of hazards. A following up Steering Committee meetings have been held in 2023 and 2024 to discuss specific projects and strategies that should be incorporated into the Hazard Mitigation Plan update. Finally, all members of the Steering Committee individually reviewed and provided comments on the draft Plan.

Public outreach around the Hazard Mitigation Plan update began in July with the creation of a project webpage and an article in the City's newsletter. In mid-August, the City partnered with the Woodinville Water District to engage with the public around Hazard Mitigation Planning at the annual Celebrate Woodinville Festival on August of 2024. This opportunity was advertised on the City's website and social media. Staff talked with more than 30 residents and visitors to share information about completed and proposed mitigation-related projects, collect feedback on valued community assets, and discuss ideas around possible alternative strategies.

Hazard Mitigation public outreach at Celebrate Woodinville

Jurisdiction Planning Team

Name	Title	Organization	Contribution
Brandon Buchanan	City Manager	City Manager's Office	Provide high-level direction and review draft Plan
Reghan Worley	Management Analyst	City Manager's Office	Steering Committee member
Andrea McCullough	Engagement Coordinator/PIO	City Manager's Office	Steering Committee member
Alex Herzog	Assistant City Manager	City Manager's Office	Steering Committee member

Plan Update Timeline

Planning Activity	Date	Summary	Attendees
Commit to participate in regional effort	October 4, 2023	Attended initial regional meetings and submit letter of intent to King County.	Kevin O'Neill
Convene local planning group	December 2023	Discussed expectations for planning process and completed high-level evaluation of hazards and impact to assets.	Maia Knox, Rick Roberts, Asha D'Souza, Robert Grumbach, Pat Lawler, Blaine Fritts
Virtual Local Mitigation Planning Training Session	04/30/2024 and 05/01/2024	Mitigation planning	Kevin O'Neill
Review and incorporate related plans	June 2024	Reviewed current Hazard Mitigation Plan and noted relevant elements of Comprehensive Emergency Management Plan, Comprehensive Plan, and Capital Improvement Plan for later incorporation.	Kevin O'Neill
Meet with planning	05/14/2024 and 09/04/2024	Discussed City infrastructure mitigation planning related to potential risks and how the current and upcoming plans can mitigate that risk	Planning Team
Public Outreach discussion	Summer, 2024	Reviewed the options for getting the attention of customers and other community members to review and comment on the draft plan	Alana Winston
Internal review of draft plan	May. 2024	Public invited to review and comment on HMP and the Board signed and adopted the HMP Resolution into the District	Kevin O'Neill, Alex Herzog
Public Engagement	August, 2024	Met with Community Members at public events such as the Celebrate Woodinville summer concerts, and through various other public events.	Kevin O'Neill, Alana Winston

Submit draft plan for review	May 1, 2025	Submitted final draft plan to King County for review and incorporation in Regional Plan.	Kevin O'Neill

Public Outreach

The City of Woodinville conducted two (2) public outreach events designed to generate two-way community dialogue to inform plan development. Both outreach events were advertised on the City's website and social media channels in advance of taking place.

Public Outreach Events

EVENT	DATE	SUMMARY	ATTENDEES
Open Public Meeting (City Council Retreat)	March 3, 2024	Held discussed plan during annual City Council Retreat to components of the draft plan and collect comments from City Council and members of the Woodinville Community.	City of Woodinville staff, Woodinville City Council
Celebrate Woodinville Project Booth	June 2024	Prepared project outreach displays, set up booth, and engaged festival attendees in two-way communication at the Celebrate Woodinville Festival.	City of Woodinville, Woodinville Water District, about 30 community members.

Jurisdiction Hazard Mitigation Program

Hazard mitigation strategies were developed through a two-step process. Each jurisdiction met with an internal planning team to identify a comprehensive range of mitigation strategies. These strategies were then prioritized using a process established at the county level and documented in the base plan.

Hazard mitigation strategies for the City of Woodinville were developed by evaluating past action items suitable for carrying over to the 2024 update, incorporating a handful of mitigation-related capital improvement projects listed in the City's 2025-2030 Capital Improvement Plan, and considering several new action items that have been identified over the past five years as critical to mitigating the impact of severe winter weather and other hard-to-avoid hazards by enhancing the community's ability to prepare and the city's ability to respond.

Many of the projects and action items that make up Hazard Mitigation Program strategies are funded in the 2025-2026 Budget or can be incorporated into existing programmatic areas without additional dedicated funding. Other strategy components will be funded in later budget cycles. The City's Emergency Manager has primary responsibility for monitoring progress on Hazard Mitigation Plan strategies. Depending on the nature of the strategy, the Emergency Manager, the Public Works Director, or the Development Services Director each have responsibility for initiating and implementing strategy components.

Plan Goals

- **Access to Affordable, Healthy Food**
- **Access to Health and Human Services**
- **Access to Parks and Natural Resources**
- **Access to Safe and Efficient Transportation**
- **Affordable, Safe, Quality Housing**
- **Community and Public Safety**
- **Early Childhood Development**
- **Economic Development**
- **Equitable Law and Justice System**
- **Equity in Government Practices**
- **Family Wage Jobs and Job Training**
- **Healthy Built and Natural Environments**
- **Quality Education**
- **Strong, Vibrant Neighborhoods**

Plan Monitoring, Implementation, and Future Updates

King County leads the mitigation plan monitoring and update process and schedules the annual plan check-ins and bi-annual mitigation strategy updates. Updates on mitigation projects are solicited by the county for inclusion in the countywide annual report. As part of participating in the 2024 update to the Regional Hazard Mitigation Plan, every jurisdiction agrees to convene their internal planning team at least annually to review their progress on hazard mitigation strategies and to update the plan based on new data or recent disasters.

As part of leading a countywide planning effort, King County Emergency Management will send planning partners any federal notices of funding opportunity for the Hazard Mitigation Assistance Grant Program. Proposals from partners will be assessed according to the prioritization process identified in this plan and the county will, where possible, support those partners submitting grant proposals. This will be a key strategy to implement the plan.

The next plan update is expected to be due in April 2030. All jurisdictions will submit letters of intent by 2028, at least two years prior to plan expiration. The county will lead the next regional planning effort, beginning at least 18 months before the expiration of the 2025 plan.

Continued Public Participation

King County and its partner cities already maintains substantial public outreach capabilities, focusing on personal preparedness and education. Information on ongoing progress in implementing the hazard mitigation plan will be integrated into public outreach efforts. This will provide King County residents, already engaged in personal preparedness efforts, with context and the opportunity to provide feedback on the county's progress and priorities in large-scale mitigation. In the vertical integration of risk-reduction activities from personal to local to state and federal, it is important that the public understand how its activities support, and are supported by, larger-scale efforts.

The outreach and mitigation teams will also continue to work with media and other agency partners to publicize mitigation success stories and help explain how vulnerabilities are being fixed. When possible, public tours of mitigation projects will be organized to allow community members to see successful mitigation in action.

Hazard Mitigation Authorities, Responsibilities, and Capabilities

Hazard mitigation strategies identified in this plan will be incorporated in City and individual department workplans, budgets, and connected plans. For those strategy components not already funded in the 2025-2026 budget, the City will evaluate mitigation priorities alongside other operational and capital needs as part of a budget or capital planning process. The Comprehensive Plan, the Comprehensive Emergency Management Plan, and the Capital Improvement Plan each inform the process for identifying and selecting hazard mitigation strategies, and selected mitigation strategies will in turn be included in future comprehensive and capital plan updates.

Key capabilities that support the City's Hazard Mitigation program include the Emergency Management Division, Communications Division, Finance Department, Public Works engineering and maintenance staff, as well as Development Services Department functions such as long-range planning, shoreline management, and building inspections. Ongoing hazard mitigation efforts include retrofitting facilities to withstand seismic events and ensuring continuity of operations, as well as inspecting and repairing infrastructure threatened by erosion and flooding.

Plans

Plan Title	Responsible Agency	Point of Contact	Relationship to Hazard Mitigation Plan
Comprehensive Plan	Development Services Department	Robert Grumbach, Development Services Director	Main community planning guidance document. Provides broader context for development trends and City strategic goals and priorities. The Emergency Manager attends comprehensive plan update meetings as a key stakeholder and advocates for incorporation of relevant hazard mitigation strategies into land use, transportation network, and utility system planning.
Comprehensive Emergency Management Plan	City Manager's Office	Reghan Worley, Management Analyst	Establishes level of risk for each hazard and assesses vulnerability. Provides information about utilities and other assets that may be impacted. The Emergency Manager will incorporate relevant hazard mitigation strategies into emergency

			preparedness and response planning and protocols.
Capital Improvement Plan	City Manager's Office; Public Works Department	Janet Loriz, Capital Projects Manager Asha D'Souza, Public Works Director	Source of information for mitigation-related capital projects. New capital projects identified as part of hazard mitigation strategy implementation will be evaluated by department directors, the City Manager, and Council for inclusion in future Capital Improvement Plan updates.

Programs, Policies, and Processes

PROGRAM/POLICY	RESPONSIBLE AGENCY	POINT OF CONTACT	RELATIONSHIP TO HAZARD MITIGATION PLAN
Building Codes	Development Services Department	Robert Grumbach, Development Services Director	Informs plan strategies around seismic resilience, helps evaluate facility vulnerability.
Emergency Management Program	City Manager's Office	Reghan Worley, Management Analyst	Informs and used to implement plan strategies, especially those related to operational readiness.
Critical Areas Ordinance	Development Services Department	Asha D'Souza, Development Services Director	Informs plan strategies around flood mitigation and requires structures be built to code. Provides information about steep hill slides.
Personal Preparedness Outreach Program	City Manager's Office	Andrea McCullough, Engagement Coordinator/PIO	Informs and used to implement plan strategies related to preparedness and education.

Entities Responsible for Hazard Mitigation

AGENCY/ORGANIZATION	POINT OF CONTACT	RESPONSIBILITY(S)
Public Works	Asha D'Souza Public Works Director	Designing and constructing street, stormwater, and public facility capital projects.
Community Development	Robert Grumbach, Development Services Director	Maintaining and enforcing building codes and critical areas ordinance; conducting long-rage development planning to inform hazard mitigation planning, managing city responsibilities under national flood insurance program.
City Manager's Office	Brandon Buchanan, City Manager	Includes Emergency Management and Communications divisions. Responsible for overall Hazard Mitigation Planning, initiating/tracking strategies and associated metrics.

National Flood Insurance Program

The City of Woodinville participates in the National Flood Insurance Program. The City actively manages its floodplain and is compliant with all program components.

National Flood Insurance Program Compliance

What department is responsible for floodplain management in your community?	Development Services Department
Who is your community's floodplain administrator? (title/position)	Robert Grumbach, Development Services Director
What is the date of adoption of your flood damage prevention ordinance?	December 14, 2009 (Ordinance 487)
When was the most recent Community Assistance Visit or Community Assistance Contact?	No recent visit; the City is periodically contacted by the state department of Ecology regarding NFIP training and items of interest.
Does your community have any outstanding NFIP compliance violations that need to be addressed? If so, please state what they are?	No.
Do your flood hazard maps adequately address the flood risk within your community? If so, please state why.	Yes, the City has identified floodplain boundaries and has regulations that address development within those boundaries.
Does your floodplain management staff need any assistance or training to support its floodplain management program? If so, what type of training/assistance is needed?	Yes, City staff could benefit from receiving general background information and attending a short (1 day) training on floodplain management.
Does your community participate in the Community Rating System (CRS)? If so, what is your CRS Classification and are you seeing to improve your rating? If not, is your community interested in joining CRS?	No.
How many Severe Repetitive Loss (SRL) and Repetitive Loss (RL) properties are located in your jurisdiction?	SRL: 0 properties RL: 5 properties
Has your community ever conducted an elevation or buy out of a flood-prone property? If so, what fund source did you use? If not, are you interested in pursuing buyouts of flood prone properties?	No.

Hazard Mitigation Strategies

Woodinville listed 14 strategies in the 2020 Hazard Mitigation Plan. Five strategies have been completed and six are being carried over and incorporated as projects or action items within 2025 Hazard Mitigation Plan strategies. An additional five strategies have not been completed but will not be carried over. Some of these strategies were ongoing and don't meet the priority threshold for inclusion in the updated plan. Others are worthwhile projects, but upon further evaluation it was determined they do little to mitigate potential hazards.

2020 Hazard Mitigation Strategy Status (Continued)

STRATEGY	DESCRIPTION	PRIORITY	STATUS
#WV-1 – National Flood Insurance Program (Flood)	Continue to maintain compliance and good standing under the National Flood Insurance Program.	Medium	**Ongoing but no Carry-over**;
#WV-3 – Carol Edwards Emergency Generator (Multiple Hazards)	Install emergency generator at Carol Edwards Center for use as possible emergency shelter.	Medium	**Carry-over** with adjustments; incorporate into 2024 Strategy #WV-2.
#WV-5 – Conduct structural and non-structural retrofit activities (Earthquake)	Conduct structural retrofit activities such as reinforced bracing in City facilities, and non-structural mitigation activities.	Medium	**Carry over**; incorporate into 2024 Strategy #WV-1.
#WV-7 – Little Bear Creek 134th Culvert (Flood)	Replace existing culverts on Little Bear Creek at 134th Ave NE with bridge.	Medium	**Carry-over**; Project is funded and in planning stages. Strategy #WV-1.
#WV-9 – NE 195th Street Culvert Enhancement (Flood)	Increase the culvert's capacity by constructing a parallel culvert or single span bridge.	Medium	**Carry-over**; incorporate into 2024 Strategy #WV-1.
#WV-15 – Integrate Hazard Mitigation plan (All Hazards)	Integrate Hazard Mitigation plan into other plans, ordinance or programs to dictate land use within the jurisdiction.	Low	**Ongoing but no Carry-over.** Integrated into Comprehensive Emergency Management Plan and continuously referenced for planning purposes.
#WV-16 – Continue to support county-wide initiatives (All Hazards)	Continue to support county-wide initiatives identified in this plan.	Medium	**Ongoing but no Carry-over.** Assumption underlying plan development.
#WV-17 – Actively participate in the plan maintenance strategy (All Hazards)	Actively participate in the plan maintenance strategy identified in this plan.	Low	**Ongoing but no Carry-over.** Assumption underlying plan development.

STRATEGY	LEAD AGENCY/POC	TIMELINE	PRIORITY
#WV- 1 – Structural and non-structural flood mitigation (Flood)	Public Works Dept.	Ongoing & Long-term	Medium
#WV-2 – Operational efficiency and readiness for emergency response (Severe Weather, Winter Weather, All Hazards)	City Manager's Office, Public Works Dept.	2-5 Years	High
#WV-3 – Community disaster preparedness (Earthquake, Severe Weather, Winter Weather, All Hazards)	City Manager's Office	2-5 Years	High

2025 Hazard Mitigation Strategies

STRATEGY: Structural and Non-Structural Flood Mitigation

OBJECTIVES:

1. Instillation of new culverts and improvement of stream flows through multiple projects.
2. Continuous replacement of culverts that have reached the end of their useful lives.
3. Monitoring of major roadways and creeks for outstanding flood mitigation issues.

STRATEGY: All Hazards Efficiency and Readiness

OBJECTIVES:

1. Development and implementation of response protocols surrounding hazardous materials and stormwater discharge.
2. Renovation of the Public Works shop.
3. Designation of possible emergency shelters.
4. Continuous training of staff to operate joint Emergency Operations Center.

STRATEGY: Community Disaster Preparedness

OBJECTIVES:

1. Develop preparedness-focused communication outreach materials.
2. Provide tools and training to ensure residents are generally prepared for major hazards.
3. Initiate a Community Emergency Response Team program.
4. Continue working towards community resiliency.

#WV-1: Structural and Non-Structural Flood Mitigation

Lead Points of Contact (Title)	Partner Points of Contact	Hazards Mitigated	Funding Sources and Estimated Costs
City Manager Assistant City Manager Public Works Director Asst. Public Works Director Senior Engineer Development Svcs. Director	WSDOT NW Regional Office King County Road Services WA Dept. of Ecology WA Dept. of Fish & Wildlife	Flood, Landslide Goals Addressed Economic Development, Healthy Built and Natural Environments	Surface Water Fund, General Fund Cost estimate for all projects: >$7.6M

Strategy Vision/Objective

Reduce or eliminate flooding in residential, commercial, and industrial areas by installing new culverts and improving stream flows.

Mitigation Strategy

The City plans to redesign/construct new culverts and improve creek sediment flow in areas in and around downtown and along major arterials to prevent future flooding.

2-Year Objectives	5-Year Objectives	Long-Term Objectives
• Install a sediment vault upstream of 140th Ave NE on the south side to Woodin Creek • Improve upstream creek sediment flow at Woodin Creek along NE 171st St • Complete NE 195th Street Culvert Enhancement project	• Monitor flood mitigation actions along SR-202 between 127th Place NE and NE 145th Street • Acquire and replace existing culverts on Little Bear Creek at 134th Ave NE	• Monitor Woodin Creek and Little Bear Creek for any outstanding flow issues. • Continue replacing older culverts as they reach the end of their useful lives.

Implementation Plan/Actions

This strategy is made up of a handful of projects and action items that are already included in the City's Capital Improvement Plan. The City allocated funding in the 2023-2024 budget. A handful of structural and non-structural mitigation activities have been identified as part of the City's 2018 Localized Flooding Study.

Performance Measures

- Number of culvert/sediment flow projects completed
- Reduction in localized flooding

#WV-2 Operational Efficiency and Readiness for Emergency Response

Lead Points of Contact (Title)	Partner Points of Contact	Hazards Mitigated	Funding Sources and Estimated Costs
City Manager Assistant City Manager Public Works Director Asst. Public Works Director Maintenance Supervisor Senior Engineer	YMCA	All Hazards, Severe Winter Weather, Haz-mat, Water Contamination Goals Addressed Access to Safe and Efficient Transportation. Community and Public Safety. Equity in Government Practices. Healthy Built and Natural Environments.	General Fund. PW Shop Improvement cost estimate $365K. Other strategy component costs unknown.

Strategy Vision/Objective

Enhance operational efficiency and readiness for engaging in emergency response activities.

Mitigation Strategy

The City has identified several opportunities to enhance organizational capacity and readiness in order to respond more quickly and effectively to all hazards, including specific hazards such as severe winter weather, haz-mat, and water contamination. These opportunities include developing and implementing response protocols around hazardous materials and stormwater illicit discharge, renovating the Public Works shop, designating possible shelters, and continuing to equip and train staff to operate our new joint Emergency Operations Center located at Fire District HQ.

2-Year Objectives	5-Year Objectives	Long-Term Objectives
• Ensure Fire District is handling hazardous material spill responses appropriately. • Develop and implement updated response protocol around illicit discharge into stormwater system. • Fully equip EOC and engage in annual activation and training. • Begin renovations to Public Works Shop facility to allow for more storage space and more efficient access to materials such as snow plow machinery, salt, sand, etc.	• Explore opportunities to designate newly renovated community center as an emergency shelter.	• Work towards efficient EOC operation, which includes implementing needed training and tools such as checklists, contact sheets, position guides, etc. • Improve city response times and efficiency managing illicit discharge and snow events.

Implementation Plan/Actions

Many action items related to objectives listed above are in process. The City has experienced some key staffing changes over the past five years and is looking forward to re-establishing its emergency management program, which includes improving emergency response functions and capabilities in order to mitigate the impact of all hazards.

Performance Measures

- Time to respond to spill hotline calls and resolve issues
- Lane miles plowed within a day or two days after a snow event
- Storage capacity at Public Works Shop
- Percent of staff trained for EOC activation

#WV-3 Community Disaster Preparedness

Lead Points of Contact (Title)	Partner Points of Contact	Hazards Mitigated	Funding Sources and Estimated Costs
City Manager Assistant City Manager	Woodinville Fire & Rescue Woodinville Water District Northshore School District	All Hazards, Earthquake, Severe Winter Weather Goals Addressed Community and Public Safety, Strong and Vibrant Neighborhoods.	General Fund

Strategy Vision/Objective

Educate and provide resources to facilitate community preparedness for all hazards in order to achieve long-term risk reduction.

Mitigation Strategy

This strategy will focus on working with the community as well as individual neighborhoods to ensure residents are generally prepared to survive in their house alone for up to two weeks. Ultimately, the goal is to reduce the risk around of major hazards such as earthquakes that may limit mobility and delay rescue/ response, as well as reoccurring hazards such as snow events which disproportionately impact people living in hilly areas of the city.

2-Year Objectives	5-Year Objectives	Long-Term Objectives
• Develop preparedness-focused communication and outreach materials; support similar efforts from local partners. • Conduct in-person outreach targeting specific at-risk neighborhoods	• Provide tools and training to facilitate residents to taking on preparedness-related leadership roles in their neighborhoods • Initiate a Community Emergency Response Team (CERT) program	• Continue working towards community resiliency

Implementation Plan/Actions

The City's communications and emergency management divisions have started work gathering, producing, and disseminating information about individual preparedness. More work needs to be done identifying opportunities to partner with others in the community who are already in engaging in this type of outreach. In the longer term, the City would like to establish a local CERT program and dedicate resources to community and neighborhood groups for preparedness-related activities.

Performance Measures

- Proportion of residents knowledgeable about basic preparedness recommendations
- Proportion of residents who report having the supplies and plans necessary to be self-sufficient for at least three days.
- Existence and engagement in CERT program.

Report to the City Council

Meeting Date:	March 17, 2026
Agenda Item:	Second Reading and Adoption of Ordinance No. 803, Enacting Sales Tax Increase of .1% with Revenues Dedicated to Public Safety: Buchanan/Fritts
Staff Contact:	Brandon Buchanan, City Manager
Additional Submitted by:	Blaine Fritts, Finance Director

Issue:	Shall the City Council pass Second Reading and Adopt Ordinance No. 803, implementing a.1% sales tax dedicated to public safety?
Recommended Motions:	I MOVE TO PASS SECOND READING AND ADOPT ORDINANCE NO. 803, ENACTING A SALES AND USE TAX OF ONE-TENTH OF ONE PERCENT AS AUTHORIZED BY RCW 2.14.345, TO BE DEDICATED TO PUBLIC SAFETY PURPOSES AND AUTHORIZE THE CITY MANAGER TO TAKE SUCH ACTION AS NECESSARY TO EFFECTUATE SUCH ACTION.

Staff Report

Agenda Item Number: 6.

CITY OF WOODINVILLE, WA

REPORT TO THE CITY COUNCIL

17301 133rd Avenue NE, Woodinville, WA 98072
WWW.CI.WOODINVILLE.WA.US

To: Honorable City Council **Date:** March 17, 2026
By: Brandon Buchanan, City Manager
Blaine Fritts, Finance Director
Subject: Second Reading and Adoption of Ordinance No. 803, Enacting Sales Tax Increase of .1% with Revenues Dedicated to Public Safety

FINANCIAL ACTION SUMMARY		
Expenditure Required	**Amount Budgeted/Approved**	**Additional Amount Required**
$0	$0	$0

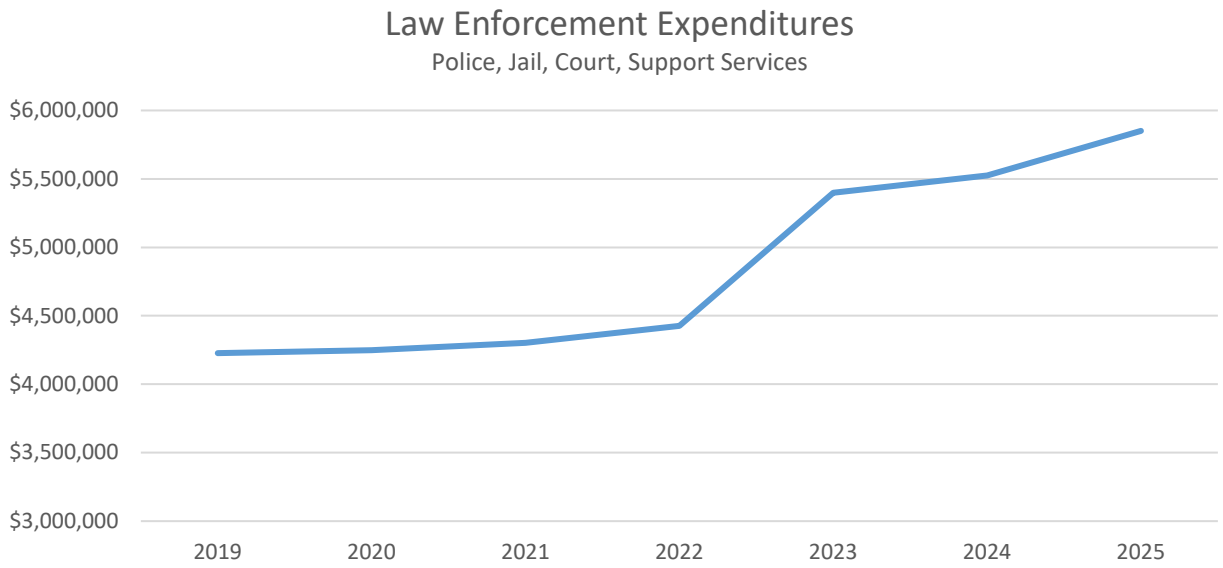
ISSUE: Shall the City Council pass Second Reading and Adopt Ordinance No. 803, implementing a.1% sales tax dedicated to public safety?

RECOMMENDATION: Pass Second Reading and Adopt Ordinance No. 803, implementing a.1% sales tax dedicated to public safety.

BACKGROUND:
House Bill 2015, enacted in 2025 and effective July 27, 2025, authorizes eligible cities and counties in Washington to impose a new 0.1% (one-tenth of one cent on the dollar) local sales and use tax dedicated specifically to public safety and criminal justice purposes, providing a sustainable revenue option to support local law enforcement, courts, diversion programs, and related community safety services. Under the law (codified in RCW 82.14.345), jurisdictions must meet certain policy, training, and data reporting standards to become eligible for this tax authority, and revenue generated must be spent on criminal justice-related public safety investments. This option enables local governments to raise additional funds as part of a broader strategy to enhance community safety funding.

Council discussed this funding option and the many considerations covered in this Staff Report at its February 17, 2026 meeting. Council consensus was general reluctance to increase taxes, but acknowledgement that this option is necessary in light of recent and ongoing pressures on the City's finances. Council also commented that one of the basic responsibilities of the City is to provide for public safety, and this funding option helps ensure that the City is doing so. Finally, Council discussed that this funding option, though regressive as far as taxes go, is spread across both residents and non-residents, and is preferable to enacting a 20% property tax increase that would be necessary to generate an equivalent revenue. Council passed First Reading of Ordinance No. 803 at the March 3, 2026 meeting.

DISCUSSION:
The City has seen a significant increase in public safety costs in the last three years. There are a number of factors that are driving the cost increase, many of which are currently outside of the City's control. In 2019, public safety costs (called Law Enforcement in our budget) were $4.2 million. In 2025, it cost $5.9 million.



As shown in the graph above, the City's public safety costs jumped by 22% in 2023 alone. The next two years saw an average increase of 4% annually. In 2026, the City is anticipating total expenditures to be $6.8 million, an increase of 16%. The period between 2019 and 2026 combines to a total increase of nearly 62% for Law Enforcement.

Major drivers for the cost increases:

- Body Worn Cameras/Dash Mounted Cameras and Associated Costs
- Liability/Risk Management Costs
- Court Mandated Reduction in Caseload
- Community Court (added service)
- Core Connect (added service)
- Overtime Costs to Support Community Events
- Union contract costs

Over the seven years there has been no increase in the number of commissioned officers or support staff assigned to the City. This is despite an estimated population growth of 8% over that time. A "fully-loaded" patrol officer costs approximately $283,000 per year in 2026 (salary, benefits, equipment, training, etc.).

Woodinville funds public safety services exclusively with general fund revenues (sales tax, property tax and utility tax are the primary sources). These same funding sources fund our parks, street, council, legal, executive, and administrative service operating costs. Over the last few years there has been a demand for increased level of services that impact on many of these services areas. Some examples are:

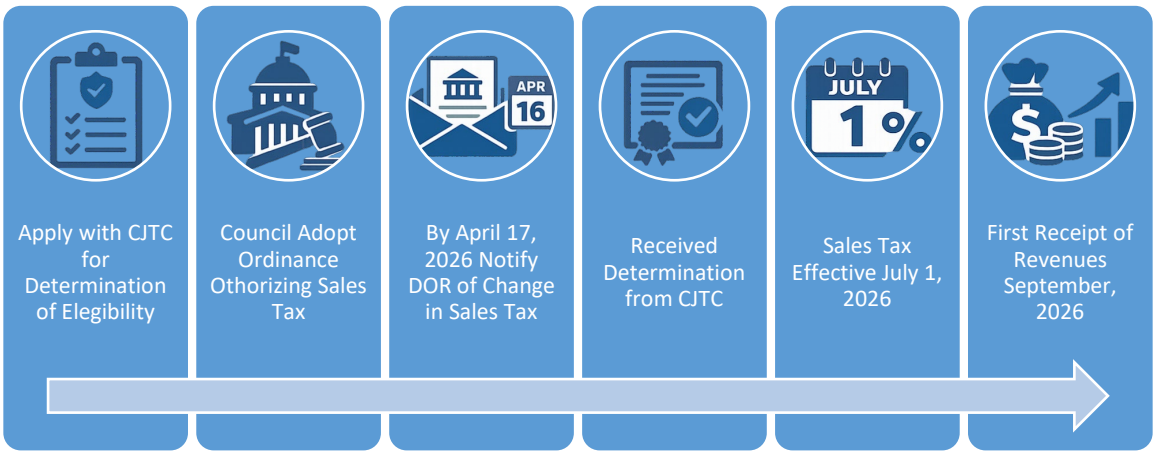
- Contributions to affordable housing
- Robust community outreach program/efforts
- Increased staffing to meet increased workload goals such as aggressive Capital Improvement program
- Support for community events
- New programs to serve growing community (economic development, human resources, technology needs, etc.)

In addition to these pressures on general fund revenues, the City has not been immune to the significant inflationary cost increases on most goods and services that residents themselves have experienced in the last 5-6 years. On the opposite side of the ledger, there have not been any significant revenue source changes made by the City to offset those increased costs. For example, the City Council has not utilized the available 1% property tax increase in nearly a decade, keeping the City's property tax base levy flat over that time, with increases only resulting from improvements to property, such as new construction. As the costs of everything, including public safety, continue to rise and in the interest of continued financial stability, Staff recommend that the City Council consider implementing the councilmanic public safety sales tax increase authorized in RCW 82.14.345.

It is estimated that, if this tax is approved by City Council, it will generate $880,000 to $1,000,000 in revenue annually. The range of this estimate is due to Sales Tax from Construction activity, which is economically volatile. The $880,000 estimate is more likely in the short term. This additional revenue will still be well short of covering the $2.6 million worth of public safety cost increases the City has experienced since 2019.

The Process: Under HB 2015, eligible cities may adopt a councilmanic 0.1% sales and use tax for public safety and criminal justice purposes without voter approval through June 30, 2028. To implement the tax with a July 1 effective date, the city must first ensure it meets the Criminal Justice Training Commission (CJTC) eligibility standards, which include required law enforcement policies, training compliance, and data reporting. Since the City contracts its public safety service through the King County Sherriff's Office (KCSO) and the CJTC has determined KCSO is compliant, the bulk of that work has been done. The City will still need to submit documentation demonstrating compliance to CJTC, largely by resubmitting and attesting to already-approved documentation from KCSO. Simultaneously, the City Council may adopt an ordinance authorizing the tax and submit the rate change to the Washington Department of Revenue (DOR). The City is required to give the DOR notice at least 75 days prior to July 1 (the submission deadline for July 1 implementation is April 17). As a result, the Ordinance will need to be fully adopted by Council no later than the City Council April 7th meeting. Under the law, the tax may only take effect January 1, April 1, or July 1 of the year. Failure to submit to DOR by April 17th for a July 1 implementation will mean implementation would be delayed until at least January 1, 2027.

If these steps are completed on time, the tax becomes effective July 1, with revenues restricted to eligible public safety and criminal justice uses such as law enforcement, courts, diversion, behavioral health response, and related services. This tax stacks with existing local sales taxes and does not require revenue sharing other governmental organizations.



RECOMMENDED MOTION:

I MOVE TO PASS SECOND READING AND ADOPT ORDINANCE NO. 803, ENACTING A SALES AND USE TAX OF ONE-TENTH OF ONE PERCENT AS AUTHORIZED BY RCW 2.14.345, TO BE DEDICATED TO PUBLIC SAFETY PURPOSES AND AUTHORIZE THE CITY MANAGER TO TAKE SUCH ACTION AS NECESSARY TO EFFECTUATE SUCH ACTION.

Attachments:

1) Ordinance No. 803 enacting an additional sales tax to fund public safety.
2) Presentation slides from February 17, 2026 Council meeting

ORDINANCE NO. 803

AN ORDINANCE OF THE CITY OF WOODINVILLE, WASHINGTON, ENACTING AN ADDITIONAL SALES AND USE TAX OF ONE-TENTH OF ONE PERCENT AS AUTHORIZED BY RCW 82.14.345; AMENDING CHAPTER 3.06 OF THE WOODINVILLE MUNICIPAL CODE; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE AND SUMMARY PUBLICATION BY ORDINANCE TITLE ONLY.

WHEREAS, the Legislature enacted House Bill 2015 in the 2025 legislative session to provide qualified cities, towns, or counties to authorize, by resolution or ordinance, a new local option sales and use tax of one-tenth of one percent (0.1%) for criminal justice purposes; and

WHEREAS, the City of Woodinville has experienced a 62% increase in law enforcement costs between 2019 and 2026 ($4.2 million in 2019 to $6.8 million in 2026); and

WHEREAS, the City of Woodinville over the last five years has grown from a population of 13,069 to an estimated 14,060 with no increase in commission officers bringing its officers per 1,000 residents down from 1.15 to 1.07; and

WHEREAS, the Woodinville City Council asserts public safety, law enforcement, and criminal justice are critical responsibilities of the City; and

WHEREAS, the Woodinville City Council seeks to enhance funding for these critical functions; and

WHEREAS, the City Council finds that the City, through its law enforcement agency, the King County Sheriff's Office, meets the requirements to receive a grant from the Local Law Enforcement Grant Program created in Section 101, Chapter 350, Laws of Washington 2025; and

WHEREAS, the City receives distributions from the sales and use tax authorized by RCW 82.14.340 for criminal justice purposes; and

WHEREAS, the City voters have not repealed by referendum the criminal justice sales tax imposed pursuant to RCW 82.14.340 or rejected a ballot proposition to impose the public safety sales tax authorized by RCW 82.14.450 in the previous 12 months;

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

Section 1. Findings.

A. The City Council finds that the City, through its law enforcement agency, the King County Sheriff's Office, meets the requirements to receive a grant from the Local

Law Enforcement Grant Program created in Section 101, Chapter 350, Laws of Washington 2025, having:

1. Issued and implemented policies consistent with RCW 43.17.425 and 10.93.160, and the office of the attorney general's keep Washington working act guide, model policies, and training recommendations for state and local law enforcement agencies;

2. Participated in commission trainings as required by RCW 43.101.455 and 36.28A.445;

3. Issued and implemented policies and practices regarding use of force and de-escalation tactics consistent with RCW 10.120.030 and the office of the attorney general's model policies, and all other commission and attorney general model policies regarding use of force for law enforcement, including, but not limited to, duty to intervene and training and use of canine teams;

4. Implemented use of force data collection and reporting consistent with chapters 10.118 and 10.120 RCW when the program is operational, as confirmed by a notice from the attorney general's office to all police chiefs and sheriffs;

5. Issued and implemented policies and practices consistent with chapters 7.105 and 9.41 RCW and the commission model policies and training addressing firearm relinquishment pursuant to court orders;

6. A 25 percent officer completion rate with the commission's 40-hour crisis intervention team training;

7. A 100 percent officer compliance rate for those officers required to complete trauma-informed, gender-based violence interviewing, investigation, response, and case review training developed or approved by the commission pursuant to RCW 43.101.272 and 43.101.276, and if requested by the commission, participated in agency case reviews;

8. Received funding from a sales and used tax authorized pursuant to RCW 82.14.340 or RCW 82.14.450;

9. A chief of police who is certified by the criminal justice training commission, and who has not been convicted of a felony anywhere in the United States or under foreign law, or been convicted of a gross misdemeanor involving moral turpitude, dishonesty, fraud, or corruption; and

10. Issued and implemented policies and practices that prohibit volunteers who assist with agency work from enforcing criminal laws, other than for assistance with special event traffic and parking, including engaging in pursuits, detention, arrests, the use of force, or the use of deadly force; carrying or the use of firearms or other weapons; or the use of dogs to track people or animals other than for purposes of search and rescue; and that set forth the required supervision of volunteers,

including that they must be clearly identifiable by the public as distinguishable from peace officers and any identifying insignia must be officially issued by the agency and only used when on duty.

B. The City has provided the criminal justice training commission with a detailed staffing plan specifying the following:

1. The total number of commissioned officers currently employed by the agency;

2. The total number of specially commissioned officers currently employed by the agency;

3. The total number of co-response teams established within the agency and what staffing are included in each co-response team;

4. The total number of administrative staff currently employed by the agency;

5. The number of officers on flexible work schedules;

6. The average 911 response rate of the agency over the 12-month period immediately preceding the month in which the City is submitting documentation to the criminal justice training commission; and

7. The average case closure rate of the City over the 12-month period immediately preceding the month in which the county is submitting documentation to the criminal justice training commission.

C. The City Council authorizes the City Manager to submit required documentation to the Criminal Justice Training Commission demonstrating that the City meets the requirements of Section 101, Chapter 350, Laws of Washington 2025.

Section 2. A new Woodinville Municipal Code section 3.06.050 is hereby added to read as follows:

3.06.050 Additional public safety sales and use tax imposed.

A. Tax imposed. To provide funding for criminal justice purposes as authorized by RCW 82.14.345, an additional one-tenth of one percent (0.1%) sales and use tax is hereby levied, fixed, and imposed on all taxable events within the City as defined in chapter 82.08, 82.12, or 82.14 RCW.

B. Applicability of the tax. The tax shall be imposed upon and collected from those persons from whom sales tax or use tax is collected in accordance with chapter 82.08 or 82.12 RCW and shall be collected at the rate of one-tenth of one percent of the selling price in the case of a sales tax, or value of the article used, in the case of a use tax.

C. Additional tax. The additional sales and use tax shall be in addition to all other existing sales and use taxes currently imposed by the City.

Section 3. Notice to Department of Revenue; Implementation. The City Clerk or designee is requested to submit this ordinance to the Department of Revenue. The Finance Director or designee is authorized to take all steps necessary to implement and collect the tax imposed by this Ordinance.

Section 4. Severability. Should any section, paragraph, sentence, clause, or phrase of this Ordinance be held invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section, sentence, or phrase of this Ordinance.

Section 5. Effective date. This Ordinance concerning powers vested solely in the Council, it is not subject to referendum and shall become effective five (5) days after its passage and publication as required by law; *provided,* that the additional tax imposed by Section 2 shall apply to taxable events occurring on or after July 1, 2026. The City Clerk is directed to publish a summary of this ordinance at the earliest possible publication date by publication of the ordinance title.

ADOPTED BY THE CITY COUNCIL AND SIGNED IN AUTHENTICATION OF ITS PASSAGE THIS _____ DAY OF MARCH 2026.

_____
Sarah Arndt, Mayor

ATTEST/AUTHENTICATED:

_____
Katie Hanke, City Clerk

APPROVED AS TO FORM:
OFFICE OF THE CITY ATTORNEY

_____
Jeffrey Ganson, City Attorney

PASSED BY THE CITY COUNCIL:
PUBLISHED:
EFFECTIVE DATE:
ORDINANCE NO. 803

Public Safety Funding & HB 2015

City of Woodinville
Discussion of Councilmanic 0.1% Public Safety Sales Tax
February 17, 2026

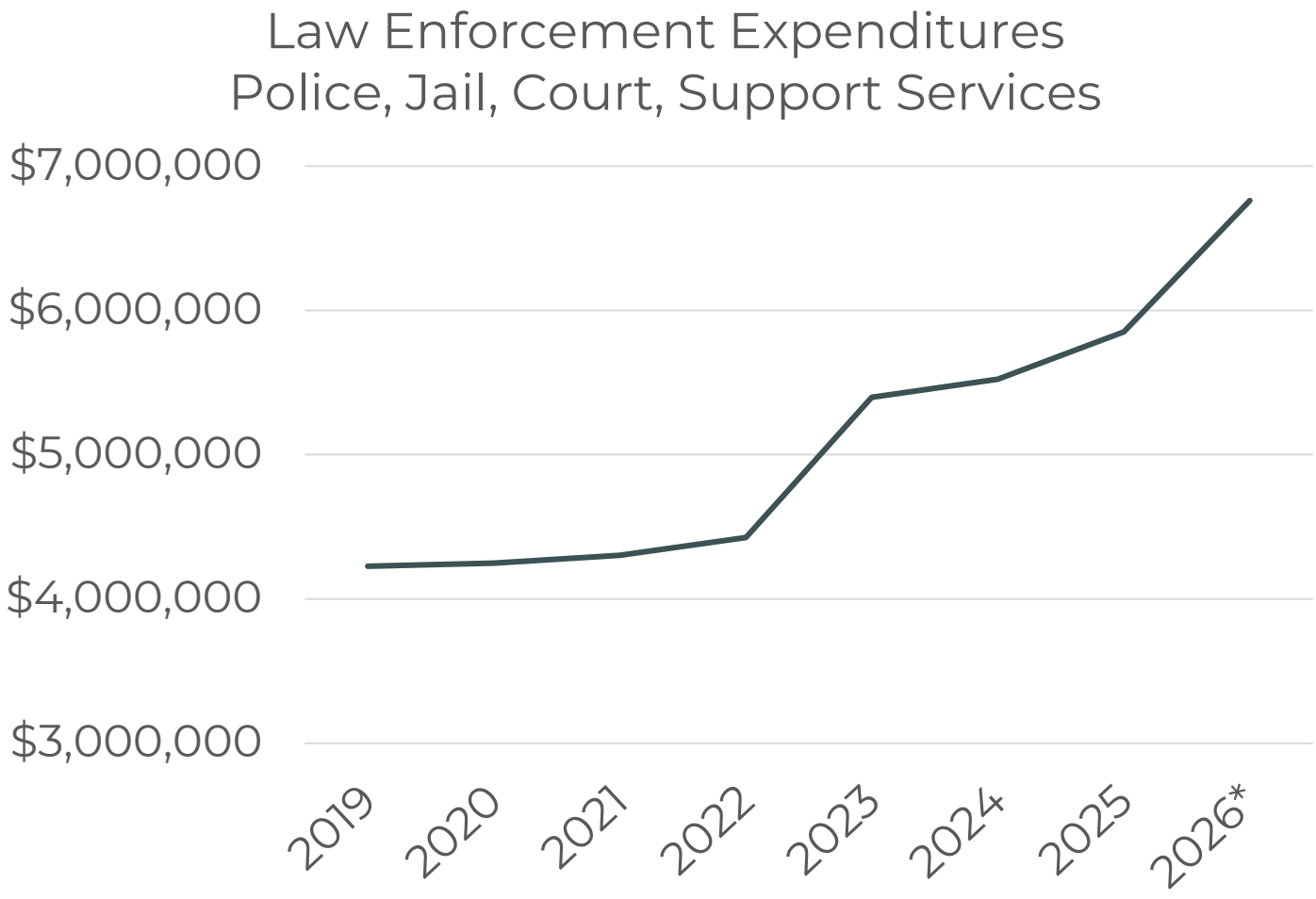
Discussion

- Fiscal challenges in Law Enforcement

- Consider new funding alternative
  - Review HB 2015 public safety sales tax authority
  - Outline process and timeline
  - Discuss next steps and provide direction to staff

Law Enforcement Cost Growth

- 2019: $4.2 million
- 2026: $6.8 million (projected)
- 62% increase over seven years
- No increase in commissioned officer count



Major Cost Drivers

Body Worn/Dash Cameras & Costs

Liability/Risk Management Costs

Court Mandated Reduction in Caseload

Community Court / Core Connect

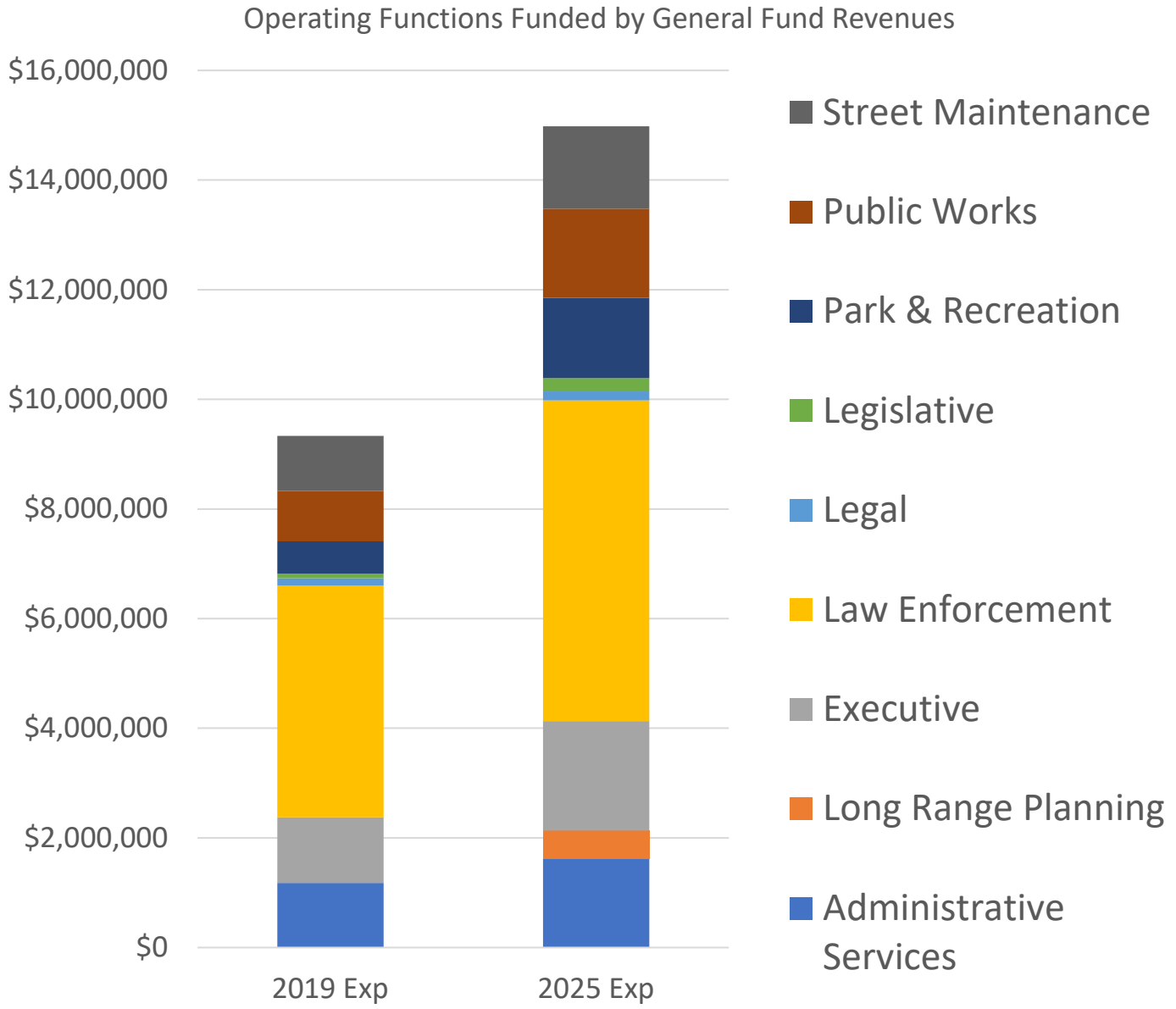
Overtime Costs to Support Community Events

Union Contract Costs

General Fund Pressures

Public safety funded entirely from General Fund

- Competes with parks, streets, legal, executive, admin, and legislative
- Increased service demands and inflationary pressures
- No 1% property tax increase utilized in nearly a decade



What is HB 2015?

- Authorizes 0.1% local sales and use tax
  - Dedicated to criminal justice and public safety purposes
  - Councilmanic authority through June 30, 2028
  - Codified in RCW 82.14.345

Estimated Revenue Impact

- $880,000 – $1,000,000 annually
  - Estimate varies due to construction sales volatility
  - Short-term estimate closer to $880,000
  - Does not fully offset $2.6M cost growth since 2019

Eligibility Requirements (CJTC)

- Law enforcement policy compliance
  - Required training completion
  - Use-of-force reporting standards
  - KCSO already determined compliant
  - City must submit documentation to CJTC

Process Overview

Apply with CJTC for Determination of Elegibility

Council Adopt Ordinance Othorizing Sales Tax

By April 17, 2026 Notify DOR of Change in Sales Tax

Received Determination from CJTC

Sales Tax Effective July 1, 2026

First Receipt of Revenues September, 2026

If April Deadline is Mssed

- Implementation delayed to January 1, 2027
  - Revenue delay of six months
  - Continued General Fund pressure

Use of Revenues

- Law enforcement services
  - Criminal justice and courts
  - Diversion and behavioral health response
  - Other qualifying public safety investments
  - No required revenue sharing

Policy Considerations for Council

- Public safety service level expectations
- Financial sustainability
- Impact to local sales tax rate
- Timing and implementation logistics

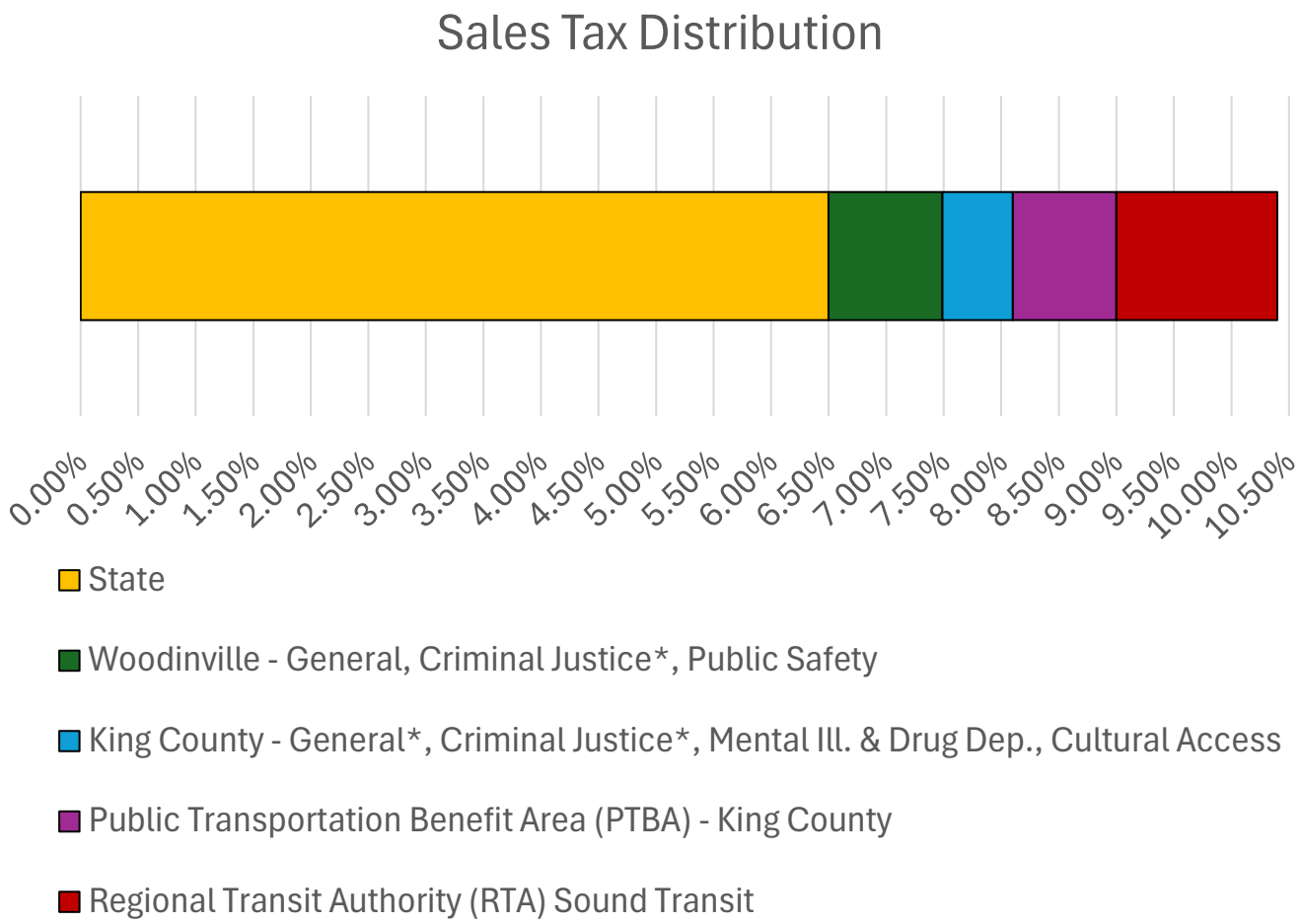
Next Steps

- Council Discussion
  - If Council Wishes to Proceed
    - First reading of Ordinance No. 803 will be added to the March 3, 2026 agenda.

Distribution of Combined Sales Tax Rate

Sales Tax Distribution	Rate
State	6.50%
Woodinville	0.85%
Woodinville - Criminal Justice	0.04%*
Woodinville - Public Safety	0.10%
King County - General	0.21%*
King County - Criminal Justice	0.20%*
King County - Mental illness & drug dependency	0.10%
King County - Cultural Access	0.10%
Public Transportation Benefit Area - King County	0.90%
Regional Transit Authority (RTA) Sound Transit	1.40%
Combined Sales Tax Rate	**10.40%**

* Estimated



Report to the City Council

Meeting Date:	March 17, 2026
Agenda Item:	Second Reading and Adoption of Ordinance No. 804: Repealing and Readopting Section 21.42.040 WMC pertaining to Ground Floor Residential Dwelling Units and Active Uses in the CBD zone: Grumbach
Staff Contact:	Robert Grumbach, Development Services Director

Issue:	Shall the City Council pass Second Reading and adopt Ordinance No. 804 Repealing and Readopting Section 21.42.040 WMC pertaining to Ground Floor Residential Dwelling Units and Mandatory Active Uses in the CBD zone?
Recommended Motions:	I MOVE TO PASS THE SECOND READING AND ADOPT ORDINANCE NO. 804, REPEALING AND READOPTING SECTION 21.42.040 OF THE WOODINVILLE MUNICIPAL CODE, AS PRESENTED.

Staff Report

Agenda Item Number: 7.

CITY OF WOODINVILLE, WA

REPORT TO THE CITY COUNCIL

17301 133rd Avenue NE, Woodinville, WA 98072
WWW.CI.WOODINVILLE.WA.US

To:	Honorable City Council	**Date:** March 17, 2026
By:	Robert J Grumbach, AICP, Development Services Director	
Subject:	Second Reading and Adoption of Ordinance No. 804: Repealing and Readopting Section 21.42.040 WMC pertaining to Ground Floor Residential Dwelling Units and Active Uses in the CBD zone	

ISSUE: Shall the City Council pass Second Reading and adopt Ordinance No. 804 Repealing and Readopting Section 21.42.040 WMC pertaining to Ground Floor Residential Dwelling Units and Mandatory Active Uses in the CBD zone?

RECOMMENDATION: Pass Second Reading and Adopt Ordinance No. 804.

DISCUSSION:

A study session on this item was held on February 17, and the City Council passed First Reading of Ordinance No. 804 on March 3, 2026. For further information on this ordinance, please see the staff reports from those meetings (Attachments 2 & 3).

ALTERNATIVES:

1) Pass Second Reading and Adopt Ordinance No. 804, as presented;
2) Pass Second Reading and Adopt Ordinance No. 804, as amended; or
3) Do not pass Second Reading of Ordinance No. 804.

RECOMMENDED MOTION:

I MOVE TO PASS THE SECOND READING AND ADOPT ORDINANCE NO. 804, REPEALING AND READOPTING SECTION 21.42.040 OF THE WOODINVILLE MUNICIPAL CODE, AS PRESENTED

ATTACHMENTS

1) Ordinance No. 804
2) February 17, 2026 Staff Report
3) March 3, 2026 Staff Report

ORDINANCE NO. 804

AN ORDINANCE OF THE CITY OF WOODINVILLE, WASHINGTON, REPEALING AND READOPTING SECTION 21.42.040 OF THE WOODINVILLE MUNICIPAL CODE RELATING TO ACTIVE AND RESIDENTIAL USES IN THE CENTRAL BUSINESS DISTRICT ZONE, AND AMENDING ORDINANCES NOS. 737 AND 767; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE AND SUMMARY PUBLICATION BY ORDINANCE TITLE ONLY.

WHEREAS, the City of Woodinville is fully planning under Washington's Growth Management Act (GMA) pursuant to Chapter 36.70A RCW; and

WHEREAS, the City Council first adopted restrictions on ground floor residential development in the Central Business District zone by Ordinance No. 489 in November 2010 as part of implementing the Downtown and Little Bear Creek Corridor Master Plan (2008) and to address concerns about residential uses replacing commercial spaces in the Central Business District; and

WHEREAS, the City Council amended Ordinance No. 489 by adopting Ordinance No. 524 in February 2012 to allow residential dwellings on the ground floor abutting certain streets and to mandate retail on the ground floor abutting NE 175th Street and 135th Avenue NE; and

WHEREAS, the City Council adopted Ordinance No. 700 in November 2020, and Ordinance No. 767 in October 2024, expanding the allowances for where residential dwellings could be located on the ground floor facing public streets; and

WHEREAS, Green Partners LLC applied for a code amendment to WMC 21.42.040 by expanding where residential dwelling units located on the ground floor can face public streets in the Central Business District zone (File No. DEC25002); and

WHEREAS, the City Council considered Green Partners LLC's application for a code amendment at their March 18 and May 20, 2025, meetings and voted to place the request on the Planning Commission's 2025 Workplan; and

WHEREAS, there is a desire to provide greater flexibility to react to market conditions regarding where ground floor residential dwellings facing public streets might be allowed while maintaining controls to determine the appropriateness of where ground floor residential dwellings might be placed in the Central Business District zone; and

WHEREAS, pursuant to RCW 36.70A.106(3)(a), a notice of intent to adopt was transmitted to the Washington State Department of Commerce on November 7, 2025, (Submittal ID# 2025-S-11107); and

WHEREAS, after providing notice consistent with WMC 21.86.090, the Planning Commission held a public hearing on the text amendment on December 10, 2025, and which was re-opened on January 28, 2026, to allow additional public testimony; and

WHEREAS, the Planning Commission advised that it was unable to reach a majority vote on a recommendation; and

WHEREAS, the City Council considered a proposed text amendment to WMC 21.42.040 that was within the scope of alternatives considered by the Planning Commission; and

WHEREAS, a State Environmental Policy Act (SEPA) threshold Determination of Nonsignificance (DNS) for the proposed code amendments was issued on November 12, 2025, using the procedures set forth in WAC 197-11-340(2).

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

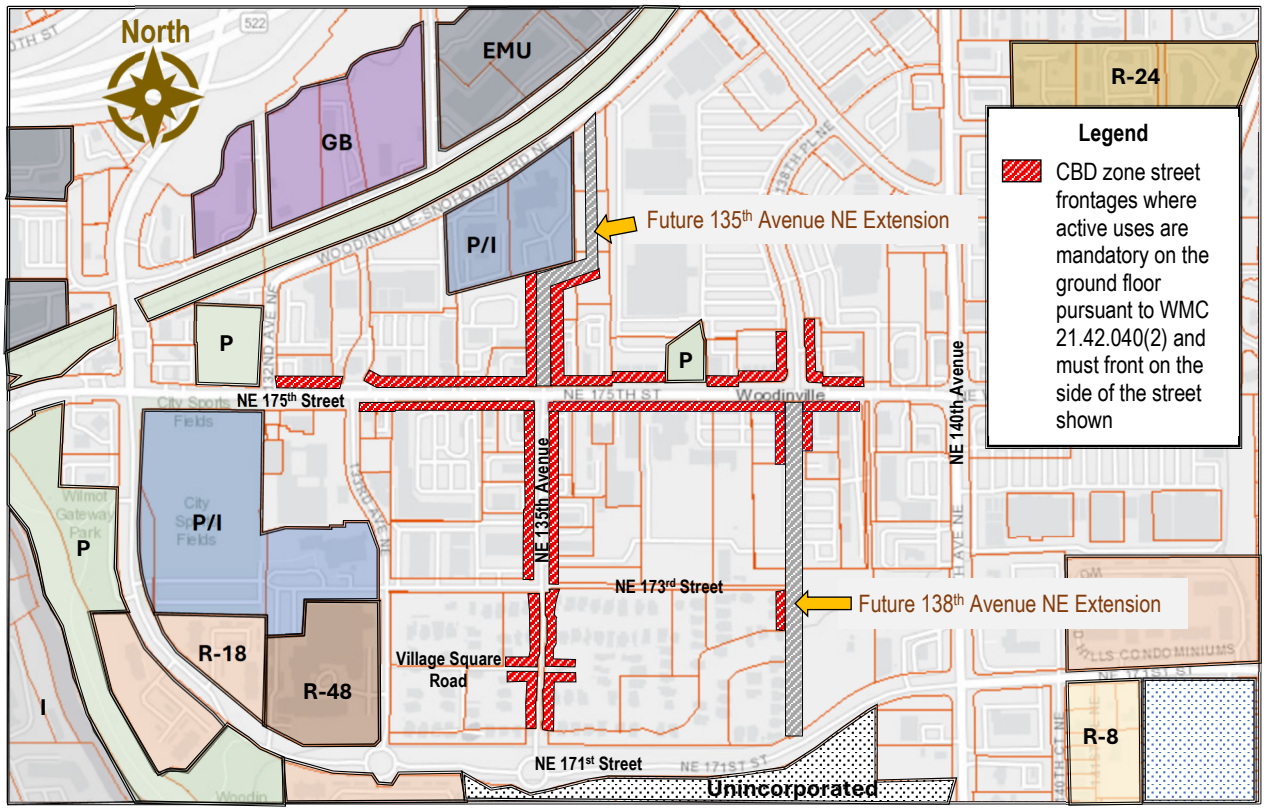
Section 1. Repeal and Readopt WMC 21.42.040. Section 21.42.040 of the Woodinville Municipal Code and the corresponding portions of Ordinance Nos. 737 § 2 (Att. A) and 767 § 1 are hereby repealed and readopted to read as follows:

21.42.40 Active and Residential Uses in the Central Business District zone.

(1) Residential dwelling units are prohibited on the ground floor and/or below grade in the CBD zone (the term "dwelling units" should not be construed to include lobbies, foyers, rental offices, community facilities, and other related ancillary residential uses), except if:
   (a) A development agreement is obtained pursuant to Chapter 21.85 WMC authorizing residential dwelling units on the ground floor and/or below grade; and
   (b) Public benefits are provided as agreed to in the development agreement.

(2) Where Figure 21.42.040 mandates active uses along designated street frontages, the following apply:
   (a) Only active uses as defined in WMC 21.11A.020 are allowed on the street level fronting the designated street(s); and
   (b) The active use must occupy the floor space at the street level having a depth of at least 30 feet measured from the interior side of the building façade facing a designated street(s); and
   (c) The director may, but is not required to, approve an outdoor public space in lieu of active uses provided:
      (i) The outdoor public space is designed consistently with the definition of a pedestrian-oriented space set forth in WMC 21.11A.170;
      (ii) The total width of the public outdoor space along the street front does not exceed 15 percent of the site's street frontage; and
      (iii) An agreement in a form approved by the director is recorded with King County Recorder granting public access and use of the outdoor space.

Figure 21.42.040 Mandatory CBD Zone Active Uses Map



Section 2. Severability. Should any section, paragraph, sentence, clause, or phrase of this Ordinance be held invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section, sentence, or phrase of this Ordinance.

Section 3. Copy to the Department of Commerce. Pursuant to RCW 36. 70A.106(3), the City Clerk is directed to send a copy of the amendments to the State Department of Commerce for its files within ten (10) days after adoption of this Ordinance.

Section 4. Effective date. This Ordinance concerning powers vested solely in the Council, it is not subject to referendum and shall become effective five (5) days after its passage and publication as required by law. The City Clerk is directed at publishing a summary of this ordinance at the earliest possible publication date by publication of the ordinance title.

ADOPTED BY THE CITY COUNCIL AND SIGNED IN AUTHENTICATION OF ITS PASSAGE THIS _____ DAY OF _____ 2026.

_____
Sarah Arndt, Mayor

ATTEST/AUTHENTICATED:

_____
Katie Hanke, City Clerk

APPROVED AS TO FORM:
OFFICE OF THE CITY ATTORNEY

_____
Jeffrey Ganson, City Attorney

PASSED BY THE CITY COUNCIL:
PUBLISHED:
EFFECTIVE DATE:
ORDINANCE NO. 804

CITY OF WOODINVILLE, WA

REPORT TO THE CITY COUNCIL

17301 133rd Avenue NE, Woodinville, WA 98072
WWW.CI.WOODINVILLE.WA.US

To:	Honorable City Council	**Date:** February 17, 2026
By:	Robert J Grumbach, AICP, Development Services Director	
Subject:	Study Session: Amending the CBD zone Ground Floor Residential Dwelling Unit Allowances in WMC 21.42.040	

ISSUE: Shall the City Council hold a study session and discuss amending the CBD zone Ground Floor Residential dwelling unit allowances in WMC 21.42.040?

RECOMMENDATION: Hold the study session and discuss CBD zone ground floor residential dwelling unit allowances.

BACKGROUND:

1. Green Partners LLC applied for a code amendment to expand where residential dwelling units located on the ground floor can face public streets in the CBD zone (File No. DEC25002). The proposed code amendment compliments Green Partners LLC's plan for the Woodinville Midtown project. The proposal would extend where ground floor residential dwelling units facing public streets could be extended to include the north side of NE 173rd Street and along the extensions of 138th Avenue NE and 139th Avenue NE, and along parts of the new 137th Avenue NE. The illustration below shows Green Partners LLC's code amendment request.

Figure 21.42.040(1) Map Designating Active and Residential Uses at the Street Level

The City Council agreed to add Green Partners LLC's request to the Planning Commission Workplan.

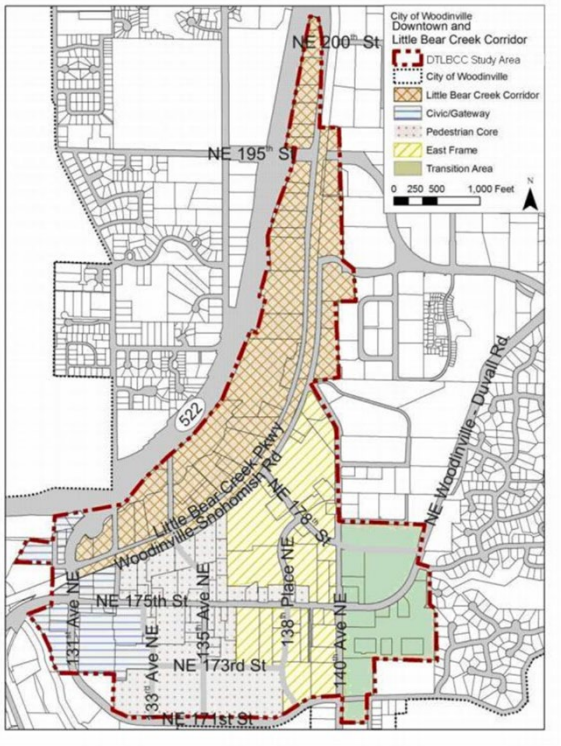
GROUND FLOOR RESIDENTIAL IN THE CBD ZONE:

2. A history of residential allowances in the CBD zone can be summarized as follows:

   a. Ground floor residential was permitted in the CBD zone until 2010. This was changed by Ordinance No. 489, which prohibited ground floor residential development in the CBD zone abutting public streets.

b. This prohibition originated from the sub-area planning effort that produced the Downtown and Little Bear Creek Corridor Master Plan (2008) and the design districts – however, the prohibition applied to the entire CBD zone including CBD zoned areas outside of the sub-area plan.

c. The prohibition was amended in February 2012 by Ordinance No. 524, which allowed ground floor residential dwellings to abut certain public streets in the Pedestrian Core Design District. This change supported the Woodin Creek Village project and created an early version of the Active Uses and Residential Uses map found in WMC 21.42.040.



d. The ground floor dwelling unit regulations were amended again in 2020 by Ordinance No. 700, which expanded the ground floor residential abutting public streets allowance and added a requirement for a development agreement to authorize the ground floor residential development along these streets. This was amended again in 2024 by Ordinance No. 767, which expanded the ground floor residential abutting public streets to include a block of the Old Town neighborhood.

3. In addition to the ground floor residential dwelling unit regulations, concerns were raised during the Downtown and Little Bear Creek Corridor Master Plan adoption about residential uses replacing commercial spaces and about creating pockets of retail separated by residential. As a result, following the adoption of Ordinance No. 489, two years later another element was added under Ordinance No. 524, which mandated retail uses along certain street fronts. As discussed above, this was included in an early version of the map found in WMC 21.42.040.

4. When Ordinance No. 700 was adopted in 2020, the mandatory retail requirement was changed to a mandatory “Active Uses” requirement. Active uses expand on retail by including retail, personal care services, pet care services, outpatient health care, indoor fitness facilities, financing and banking, museums and other creative types of uses, and a limited amount of professional office. The main purpose of changing to active uses is to focus on generating high pedestrian foot traffic rather than on a classification of businesses. The map containing the mandatory retail and residential uses was replaced with the current map found in Figure 21.42.040(1), which is presented on the next page. (Figure 21.42.040(2) was added later by Ordinance No. 767.)

Figure 21.42.040(1)

The Blue indicates street fronts where “active use” is mandatory. The Green indicates street fronts where “active use” is mandatory, but residential can be authorized in lieu of “active use.”

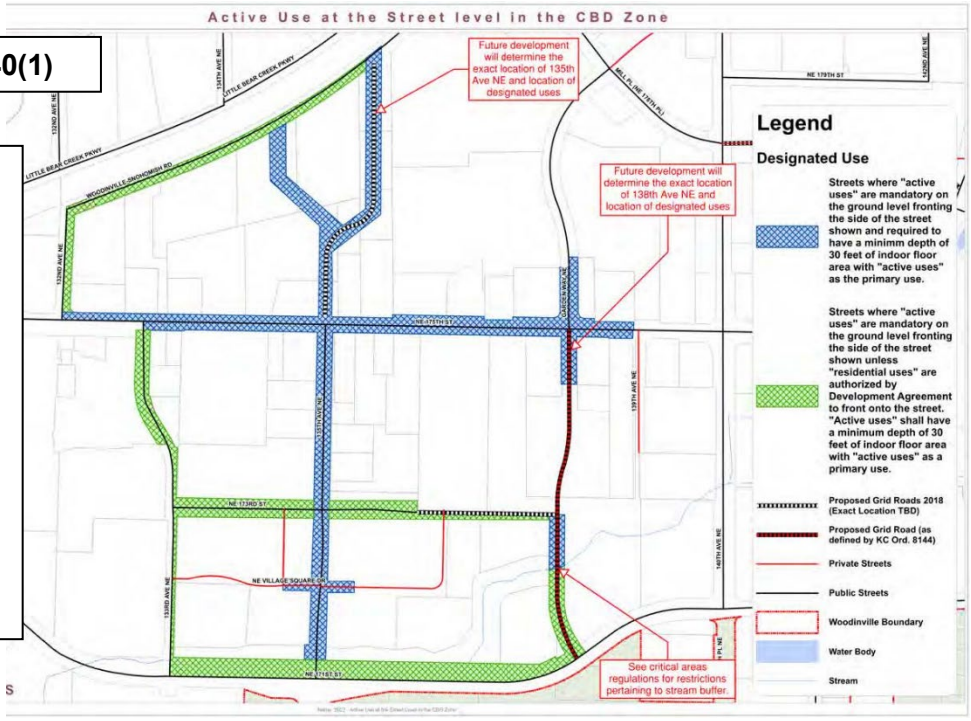


Figure 21.42.040(2)

In Old Town, there is no requirement for “active use,” but ground floor residential dwellings can be authorized in the darker red shaded area.

5. The CBD zone contains 229.72 acres, which is 7.2 percent of the total land area in the city. According to the City’s land capacity analysis (Appendix B of the 2024 Comprehensive Plan), approximately 42.4 acres were identified as vacant or re-developable. This represents about 18.5 percent of the total CBD zone. Additionally, there are another 18.86 gross acres of what are categorized as “pipeline” projects (projects that had varying degrees of approval when the land capacity analysis was conducted). When accounting for the pipeline projects, there are about 40 net acres available over the next 20 years to add residential development in the CBD zone when accounting for development factors. This provides a snapshot of the potential future impacts of any residential regulations in the CBD zone.

PLANNING COMMISSION:

6. The Planning Commission began discussion on Green Partners LLC’s code amendment during their July 2025 meeting. As part of that discussion, the Planning Commission discussed the following policy question to shape their recommendation:

    - OPTION A: Keep the scope of the code amendment narrow as proposed in Green Partners LCC’s application; or

- OPTION B: Broaden the scope of the amendment to have the ground floor residential in the Central Business District (CBD) zone regulated similarly to the Tourist Business zone but with conditions specific to the CBD.

The Planning Commission chose to proceed with Option B in part to eliminate the need for future amendments to this map that seem to occur every time a project is proposed with residential component while allowing concerns about retail to be addressed in the development agreement on a case-by-case basis. Option B allows the flexibility of a case-by-case analysis on the appropriateness of where residential is placed and where commercial outside of the "Active Uses" requirement might be placed.

7. After holding three study sessions and two public hearings over five meetings to develop a recommendation, the Planning Commission was unable to reach a majority agreement on a recommendation to the City Council. There appeared to be two primary issues:

    - The proposal included a mandatory requirement for residential projects to include a minimum amount of floor space for commercial and professional office uses. The intent of this requirement was to address policy concerns in the Zoning Code about losing retail space to residential development. This may be particularly relevant in Old Town where most CBD lots are small sizes with only about 100 feet of depth and smaller buildings are likely to be built. There wasn't a consensus as to how best to address this concern.

    - There was significant discussion about whether to extend the mandatory "Active Uses" requirement to include areas adjoining Garden Way, north of NE 175th Street. Three Commissioners expressed support for this while the majority did not.

DISCUSSION:

8. As noted above, the Planning Commission was unable to reach a consensus on a recommendation for the City Council to consider. As a result of the Planning Commission's declaration and the City Council's direction to consider Green Partners LLC's code amendment, City staff is presenting a stripped-down code amendment proposal that simplifies the requirements for ground floor residential and mandatory active uses in the CBD zone.

9. The City staff proposal is in Attachment 1 to this staff report. In summary, WMC 21.42.040 is repealed and replaced with regulations that:

    - Residential dwellings on the ground floor and below in the CBD zone are prohibited in all cases unless authorized by a development agreement;

    - Authorization for residential dwelling units on the ground floor still require the developer to provide public benefits in exchange for the development bonus; however, the list of benefits is removed from the code as these are typically negotiated in the development agreement.

    - A new "Active Uses" map is created that follows the current map where "Active Uses" only are mandatory (the blue hatch on Figure 21.42.040(1)), except:

        - Green Partners LLC's request to remove the "Active Use" requirement on the east side of future 138th Avenue NE extension is incorporated into the proposal; and

- The future north 135th Avenue NE extension is cleaned up to show the CBD zone only, and mandatory “Active Uses” are removed along the north part of the future road due to the narrowness of these lots make having “Active Uses” difficult to implement along this part of a future road.

It is important to note that the current prohibition on residential in the CBD zone extends only to *dwelling units* on the ground floor and below grade. A multistory residential building can have its lobby, rental office, and other shared facilities on the ground floor or below grade without a development agreement provided the dwelling units do not start until the next story above.

10. Next steps. The City Council may wish to listen to the public testimony and Planning Commission discussions that occurred during December 10, 2025, and January 28, 2026, public hearings. Links to listen to the Planning Commission meetings can be found on the City’s website at the following address:

    https://www.woodinville.gov/163/Meetings-Agendas

    Depending on City Council’s input and directions on the City staff proposal, City staff will bring an ordinance back to the City Council for First Reading at the March 3 meeting.

RECOMMENDED MOTIONS:

This item is for discussion only. No formal action recommended

ATTACHMENTS

1) Proposed Code Amendment

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF WOODINVILLE, WASHINGTON, REPEALING AND READOPTING SECTION 21.42.040 OF THE WOODINVILLE MUNICIPAL CODE RELATING TO ACTIVE AND RESIDENTIAL USES IN THE CENTRAL BUSINESS DISTRICT ZONE, AND AMENDING ORDINANCES NOS. 737 AND 767; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE AND SUMMARY PUBLICATION BY ORDINANCE TITLE ONLY.

WHEREAS, the City of Woodinville is fully planning under Washington's Growth Management Act (GMA) pursuant to Chapter 36.70A RCW; and

WHEREAS, the City Council first adopted restrictions on ground floor residential development in the Central Business District zone by Ordinance No. 489 in November 2010 as part of implementing the Downtown and Little Bear Creek Corridor Master Plan (2008) and to address concerns about residential uses replacing commercial spaces in the Central Business District; and

WHEREAS, the City Council amended Ordinance No. 489 by adopting Ordinance No. 524 in February 2012 to allow residential dwellings on the ground floor abutting certain streets and to mandate retail on the ground floor abutting NE 175th Street and 135th Avenue NE; and

WHEREAS, the City Council adopted Ordinance No. 700 in November 2020, and Ordinance No. 767 in October 2024, expanding the allowances for where residential dwellings could be located on the ground floor facing public streets; and

WHEREAS, Green Partners LLC applied for a code amendment to WMC 21.42.040 by expanding where residential dwelling units located on the ground floor can face public streets in the Central Business District zone (File No. DEC25002); and

WHEREAS, the City Council considered Green Partners LLC's application for a code amendment at their March 18 and May 20 meetings and voted to place the request on the Planning Commission's 2025 Workplan; and

WHEREAS, there is a desire to provide greater flexibility to react to market conditions regarding where ground floor residential dwellings facing public streets might be allowed while maintaining controls to determine the appropriateness of where ground floor residential dwellings might be placed in the Central Business District zone; and

WHEREAS, pursuant to RCW 36.70A.106(3)(a), a notice of intent to adopt was transmitted to the Washington State Department of Commerce on November 7, 2025, (Submittal ID# 2025-S-11107); and

WHEREAS, after providing notice consistent with WMC 21.86.090, the Planning Commission held a public hearing on the text amendment on December 10, 2025, and which was re-opened on January 28, 2026, to allow additional public testimony; and

WHEREAS, the Planning Commission advised that it was unable to reach a majority vote on a recommendation; and

WHEREAS, the City Council considered a proposed text amendment to WMC 21.42.040 that was within the scope of alternatives considered by the Planning Commission; and

WHEREAS, a State Environmental Policy Act (SEPA) threshold Determination of Nonsignificance (DNS) for the proposed code amendments was issued on November 12, 2025, using the procedures set forth in WAC 197-11-340(2).

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

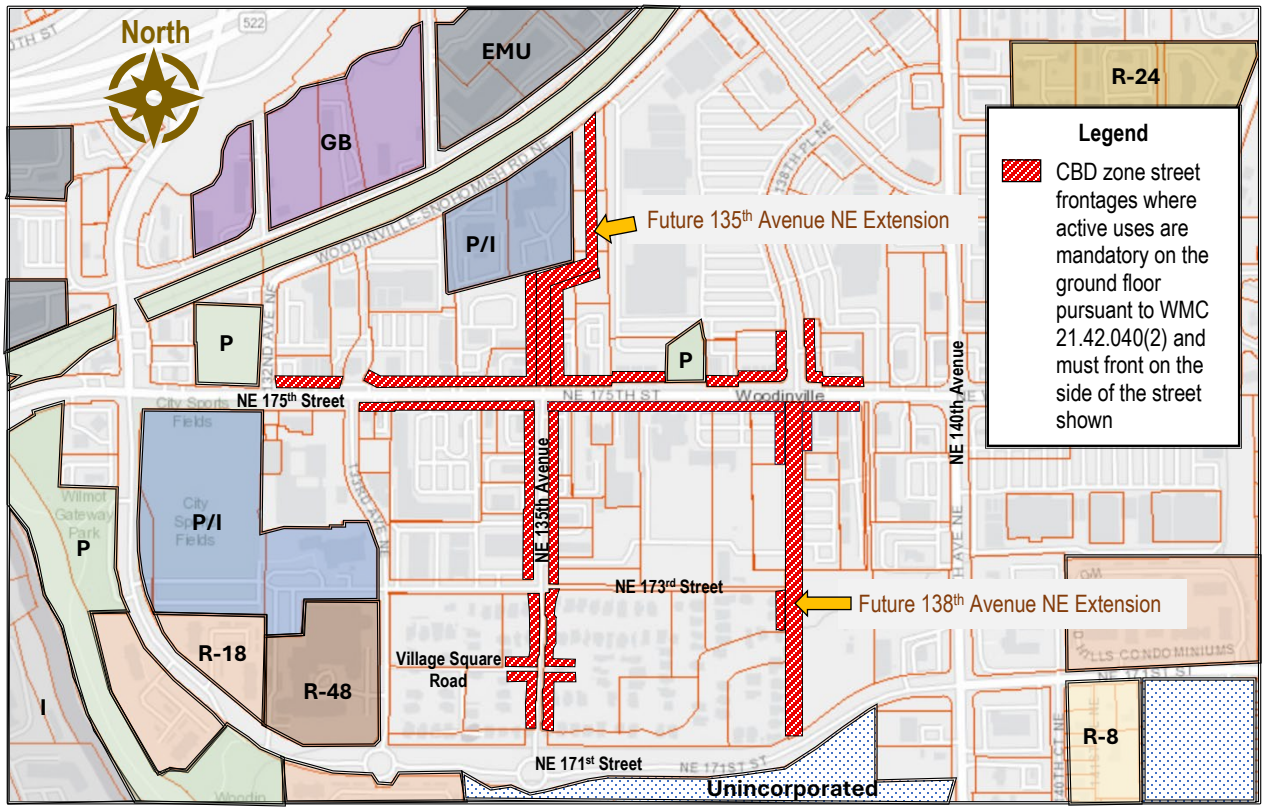
Section 1. Repeal and Readopt WMC 21.42.040. Section 21.42.040 of the Woodinville Municipal Code and the corresponding portions of Ordinance Nos. 737 § 2 (Att. A) and 767 § 1 are hereby repealed and readopted to read as follows:

21.42.40 Active and Residential Uses in the Central Business District zone.

(1) Residential dwelling units are prohibited on the ground floor and/or below grade in the CBD zone (the term "dwelling units" should not be construed to include lobbies, foyers, rental offices, community facilities, and other related ancillary residential uses), except if:
   (a) A development agreement is obtained pursuant to Chapter 21.85 WMC authorizing residential dwelling units on the ground floor and/or below grade; and
   (b) Public benefits are provided as agreed to in the development agreement.

(2) Where Figure 21.42.040 mandates active uses along designated street frontages, the following apply:
   (a) Only active uses as defined in WMC 21.11A.020 are allowed on the street level fronting the designated street(s); and
   (b) The active use must occupy the floor space at the street level having a depth of at least 30 feet measured from the interior side of the building façade facing a designated street(s); and
   (c) The director may, but is not required to, approve an outdoor public space in lieu of active uses provided:
      (i) The outdoor public space is designed consistently with the definition of a pedestrian-oriented space set forth in WMC 21.11A.170;
      (ii) The total width of the public outdoor space along the street front does not exceed 15 percent of the site's street frontage; and
      (iii) An agreement in a form approved by the director is recorded with King County Recorder granting public access and use of the outdoor space.

Figure 21.42.040 Mandatory CBD Zone Active Uses Map



CITY OF WOODINVILLE, WA

REPORT TO THE CITY COUNCIL

17301 133rd Avenue NE, Woodinville, WA 98072
WWW.CI.WOODINVILLE.WA.US

To:	Honorable City Council	**Date:** March 3, 2026
By:	Robert J Grumbach, AICP, Development Services Director	
Subject:	First Reading of Ordinance No. 804: Repealing and Readopting Section 21.42.040 WMC pertaining to Ground Floor Residential Dwelling Units and Active Uses in the CBD zone	

ISSUE: Shall the City Council pass First Reading of Ordinance No. 804 Repealing and Readopting Section 21.42.040 WMC pertaining to Ground Floor Residential Dwelling Units and Mandatory Active Uses in the CBD zone?

RECOMMENDATION: Pass First Reading of Ordinance No. 804.

DISCUSSION:

A study session on changing WMC 21.42.040 regarding ground floor residential dwellings in the CBD zone was held February 17, 2026, during the City Council meeting (see February 17, City Council Staff Report). Subsequently, an ordinance has been prepared, and if approved, would:

1. Require the placement of all residential dwellings on the ground floor and below in the CBD zone to obtain authorization from the City Council by approval of a development agreement. Without the development agreement, residential dwelling units will be prohibited on the ground floor and below. They will remain prohibited where "Active Uses" are mandatory. (Note: other aspects of a residential building such as the lobby and communal resident spaces can be located on the ground floor.)

2. Authorization for residential dwelling units on the ground floor still require the developer to provide public benefits in exchange for the development allowance; however, the list of benefits is removed from the code as these are typically negotiated in the development agreement.

3. The current "Map Designating Active and Residential Uses at the Street Level" is deleted and a new mandatory "Active Uses" map is created that follows the current map where "Active Uses" only are mandatory (the blue hatch on Figure 21.42.040(1)), except:

    - Green Partners LLC's request to remove the "Active Use" requirement on the east side of future 138th Avenue NE extension is incorporated into the proposal; and

    - The future north 135th Avenue NE extension is cleaned up to show the CBD zone only, and mandatory "Active Uses" are removed along the north part of the future road due to the narrowness of these lots making it more difficult to have buildings along this part of a future road.

ALTERNATIVES:

1) Pass First Reading of Ordinance No. 804, as presented;
2) Pass First Reading of Ordinance No. 804, as amended; or
3) Do not pass First Reading of Ordinance No. 804.

RECOMMENDED MOTION:

I MOVE TO PASS THE FIRST READING OF ORDINANCE NO. 804, REPEALING AND READOPTING SECTION 21.42.040 OF THE WOODINVILLE MUNICIPAL CODE, AS PRESENTED

ATTACHMENTS

1) Ordinance No. 804

ORDINANCE NO. 804

AN ORDINANCE OF THE CITY OF WOODINVILLE, WASHINGTON, REPEALING AND READOPTING SECTION 21.42.040 OF THE WOODINVILLE MUNICIPAL CODE RELATING TO ACTIVE AND RESIDENTIAL USES IN THE CENTRAL BUSINESS DISTRICT ZONE, AND AMENDING ORDINANCES NOS. 737 AND 767; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE AND SUMMARY PUBLICATION BY ORDINANCE TITLE ONLY.

WHEREAS, the City of Woodinville is fully planning under Washington's Growth Management Act (GMA) pursuant to Chapter 36.70A RCW; and

WHEREAS, the City Council first adopted restrictions on ground floor residential development in the Central Business District zone by Ordinance No. 489 in November 2010 as part of implementing the Downtown and Little Bear Creek Corridor Master Plan (2008) and to address concerns about residential uses replacing commercial spaces in the Central Business District; and

WHEREAS, the City Council amended Ordinance No. 489 by adopting Ordinance No. 524 in February 2012 to allow residential dwellings on the ground floor abutting certain streets and to mandate retail on the ground floor abutting NE 175th Street and 135th Avenue NE; and

WHEREAS, the City Council adopted Ordinance No. 700 in November 2020, and Ordinance No. 767 in October 2024, expanding the allowances for where residential dwellings could be located on the ground floor facing public streets; and

WHEREAS, Green Partners LLC applied for a code amendment to WMC 21.42.040 by expanding where residential dwelling units located on the ground floor can face public streets in the Central Business District zone (File No. DEC25002); and

WHEREAS, the City Council considered Green Partners LLC's application for a code amendment at their March 18 and May 20 meetings and voted to place the request on the Planning Commission's 2025 Workplan; and

WHEREAS, there is a desire to provide greater flexibility to react to market conditions regarding where ground floor residential dwellings facing public streets might be allowed while maintaining controls to determine the appropriateness of where ground floor residential dwellings might be placed in the Central Business District zone; and

WHEREAS, pursuant to RCW 36.70A.106(3)(a), a notice of intent to adopt was transmitted to the Washington State Department of Commerce on November 7, 2025, (Submittal ID# 2025-S-11107); and

WHEREAS, after providing notice consistent with WMC 21.86.090, the Planning Commission held a public hearing on the text amendment on December 10, 2025, and which was re-opened on January 28, 2026, to allow additional public testimony; and

WHEREAS, the Planning Commission advised that it was unable to reach a majority vote on a recommendation; and

WHEREAS, the City Council considered a proposed text amendment to WMC 21.42.040 that was within the scope of alternatives considered by the Planning Commission; and

WHEREAS, a State Environmental Policy Act (SEPA) threshold Determination of Nonsignificance (DNS) for the proposed code amendments was issued on November 12, 2025, using the procedures set forth in WAC 197-11-340(2).

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

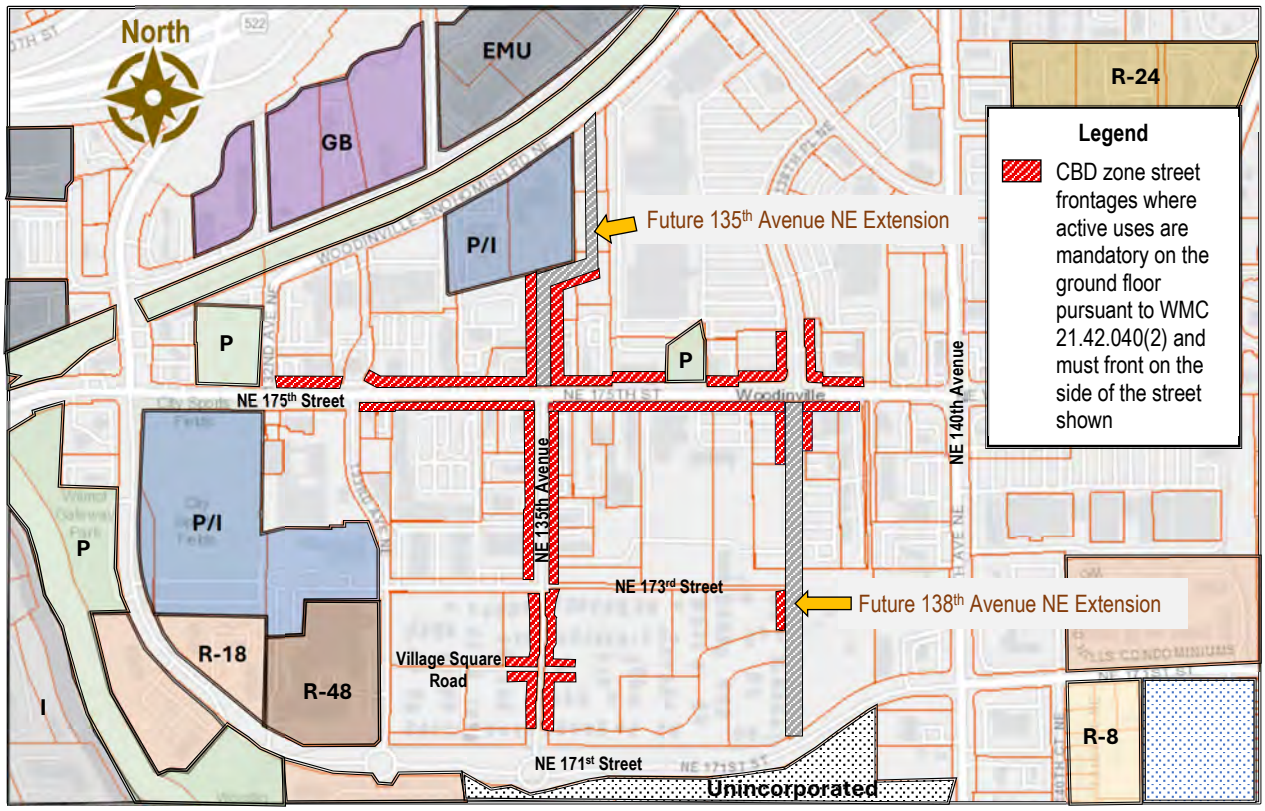
Section 1. Repeal and Readopt WMC 21.42.040. Section 21.42.040 of the Woodinville Municipal Code and the corresponding portions of Ordinance Nos. 737 § 2 (Att. A) and 767 § 1 are hereby repealed and readopted to read as follows:

21.42.40 Active and Residential Uses in the Central Business District zone.

(1) Residential dwelling units are prohibited on the ground floor and/or below grade in the CBD zone (the term "dwelling units" should not be construed to include lobbies, foyers, rental offices, community facilities, and other related ancillary residential uses), except if:
   (a) A development agreement is obtained pursuant to Chapter 21.85 WMC authorizing residential dwelling units on the ground floor and/or below grade; and
   (b) Public benefits are provided as agreed to in the development agreement.

(2) Where Figure 21.42.040 mandates active uses along designated street frontages, the following apply:
   (a) Only active uses as defined in WMC 21.11A.020 are allowed on the street level fronting the designated street(s); and
   (b) The active use must occupy the floor space at the street level having a depth of at least 30 feet measured from the interior side of the building façade facing a designated street(s); and
   (c) The director may, but is not required to, approve an outdoor public space in lieu of active uses provided:
      (i) The outdoor public space is designed consistently with the definition of a pedestrian-oriented space set forth in WMC 21.11A.170;
      (ii) The total width of the public outdoor space along the street front does not exceed 15 percent of the site's street frontage; and
      (iii) An agreement in a form approved by the director is recorded with King County Recorder granting public access and use of the outdoor space.

Figure 21.42.040 Mandatory CBD Zone Active Uses Map



Section 2. Severability. Should any section, paragraph, sentence, clause, or phrase of this Ordinance be held invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section, sentence, or phrase of this Ordinance.

Section 3. Copy to the Department of Commerce. Pursuant to RCW 36. 70A.106(3), the City Clerk is directed to send a copy of the amendments to the State Department of Commerce for its files within ten (10) days after adoption of this Ordinance.

Section 4. Effective date. This Ordinance concerning powers vested solely in the Council, it is not subject to referendum and shall become effective five (5) days after its passage and publication as required by law. The City Clerk is directed at publishing a summary of this ordinance at the earliest possible publication date by publication of the ordinance title.

ADOPTED BY THE CITY COUNCIL AND SIGNED IN AUTHENTICATION OF ITS PASSAGE THIS _____ DAY OF _____ 2026.

_____
Sarah Arndt, Mayor

ATTEST/AUTHENTICATED:

_____
Katie Hanke, City Clerk

APPROVED AS TO FORM:
OFFICE OF THE CITY ATTORNEY

_____
Jeffrey Ganson, City Attorney

PASSED BY THE CITY COUNCIL:
PUBLISHED:
EFFECTIVE DATE:
ORDINANCE NO. 804

Report to the City Council

Meeting Date:	March 17, 2026
Agenda Item:	Final Acceptance of Contract for the 2025 Pavement Overlay Project (ST-25-011) at a cost of $971,197: D'Souza
Staff Contact:	Asha D'Souza, Public Works Director

Issue:	Shall the City Council accept as complete, the contract with Lakeside Industries, Inc., of Monroe, Washington for the 2025 Pavement Overlay Project (ST-25-011) at a final contract cost of $971,197?
Recommended Motions:	I MOVE THAT THE CITY COUNCIL ACCEPT THE CONSTRUCTION CONTRACT WITH LAKESIDE INDUSTRIES, INC. IN THE AMOUNT OF $971,197 FOR THE 2025 PAVEMENT OVERLAY PROJECT (ST-25-011) AND BEGIN THE 45-DAY LIEN PERIOD AND AUTHORIZE THE CITY MANAGER TO TAKE ANY STEPS NECESSARY TO IMPLEMENT THIS DECISION.

Staff Report

Agenda Item Number: 8.

CITY OF WOODINVILLE, WA

REPORT TO THE CITY COUNCIL

17301 133rd Avenue NE, Woodinville, WA 98072
WWW.CI.WOODINVILLE.WA.US

To: Honorable City Council **Date:** March 17, 2026

By: Asha Pai D'Souza P.E., Public Works Director

Subject: Final Acceptance of Contract for the 2025 Pavement Overlay Project (ST-25-011) at a cost of $971,197

FINANCIAL ACTION SUMMARY					
Expenditure Required		**Amount Budgeted/Approved**		**Remaining Budget (Under)/Over**	
Design	$128,000	Design	$201,000	Design	($73,000)
Construction Mgt	$60,000	Construction Mgt	$133,000	Construction Mgt	($73,000)
Construction	$971,197	Construction	$1,074,171	Construction	($102,974)
Other/AD	$600	Other/AD	$10,000	Other/AD	($9,400)
Contingency	$0	Contingency	$125,000	Contingency	($125,000)
Total	$1,159,797	Total	$1,543,171	Total	($383,374)

ISSUE: Shall the City Council accept as complete, the contract with Lakeside Industries, Inc., of Monroe, Washington for the 2025 Pavement Overlay Project (ST-25-011) at a final contract cost of $971,197?

RECOMMENDATION: To accept the work as complete and begin the 45-day lien period.

POLICY DECISIONS: RCW 60.28.011 requires the City to formally accept as complete, work performed under a public works construction contract prior to final release of the funds. The City Council needs to accept the project work as completed by formal motion. This begins the lien period and documents the final acceptance date of a project.

DISCUSSION: On April 15, 2025, the City Council awarded a public works contract to Lakeside Industries, Inc. in the amount of $1,074,171 for the 2025 Pavement Overlay Project (ST-25-011). The work was physically completed in September 2025. Staff inspected the work and is satisfied that it is complete and in conformance with the contract requirements at a final cost of $971,197, which is $102,974 below the original contract award amount. The project was completed at a total project cost (including design, construction, inspection, etc.) of $1,159,797 which is $384,374 *or approximately 25 percent less than the Approved Budget.*

ALTERNATIVES:

1. Accept the contract work performed by Lakeside Industries, Inc. and begin the 45-day lien period.
2. Do not accept the construction contract and direct staff on how to proceed.

RECOMMENDED MOTION:

I MOVE THAT THE CITY COUNCIL ACCEPT THE CONSTRUCTION CONTRACT WITH LAKESIDE INDUSTRIES, INC. IN THE AMOUNT OF $971,197 FOR THE 2025 PAVEMENT OVERLAY PROJECT (ST-25-011) AND BEGIN THE 45-DAY LIEN PERIOD AND AUTHORIZE THE CITY MANAGER TO TAKE ANY STEPS NECESSARY TO IMPLEMENT THIS DECISION.

ATTACHMENTS: None

Report to the City Council

Meeting Date:	March 17, 2026
Agenda Item:	Consideration of the 2026 Community Grant Applications and Award Allocations: Worley

Issue:	Shall the City Council review eligible applications and determine the allocation of available funds ($25,000) to the agencies that applied for community grant funding in 2026?
Recommended Motions:	I MOVE THAT THE CITY COUNCIL ALLOCATE FUNDING FOR 2026 COMMUNITY GRANT AS REFLECTED ON THE DISCUSSED SPREADSHEET TOTALING $_____ AND AUTHORIZE THE CITY MANAGER TO TAKE THE NECESSARY ACTIONS TO IMPLEMENT THIS DECISION.

Staff Report

Agenda Item Number: 9.

CITY OF WOODINVILLE, WA

REPORT TO THE CITY COUNCIL

17301 133rd Avenue NE, Woodinville, WA 98072

WWW.CI.WOODINVILLE.WA.US

To: Honorable City Council **Date:** March 17, 2026

By: Reghan Worley, Management Analyst

Subject: Consideration of the 2026 Community Grant Applications and Award Allocations

FINANCIAL ACTION SUMMARY		
Expenditure Required *(annual)*	**Amount Budgeted/Approved**	**Additional Amount Required *(annual)***
$55,601	$25,000	$30,601

ISSUE: Shall the City Council review eligible applications and determine the allocation of available funds ($25,000) to the agencies that applied for community grant funding in 2026?

RECOMMENDATION: Review eligible applications and determine the allocation of available funds ($25,000) to the agencies that applied for community grant funding in 2026.

BACKGROUND: In 2013 the City Council requested the development of criteria and recommendations for a process to allocate up to $5,000 per year in community grant funds. The purpose was to allocate remaining funding from human services grants to go towards community programs and events. Later that year, the City Council formally established the community grant program. It was expanded in 2016 when the City Council adopted Resolution No. 479, a community grant policy that strives to promote the City's vision, economic development, and provide for events and activities that are of general community interest or value.

Woodinville's vision, as stated in the most recent comprehensive plan, is as follows:

> *A vision represents a community's best desired future and guides all elements of the plan. Woodinville's vision draws from community engagement efforts between 1996 and 2015:*
>
> *In the year 2035, Woodinville is a safe, welcoming, family-friendly, and diverse community that supports a successful balance of neighborhoods, parks and recreation, businesses, and tourism. We have preserved our Northwest woodland character, our open space, and our clean environment. Woodinville is a vibrant community in which to live, work, play, and visit.*
>
> *We have cultivated a compact, inviting downtown in which locally owned businesses can successfully establish and thrive. We have enhanced our ability to move about the community by all modes of travel. We have strengthened the agricultural and wine industries in Woodinville, the Sammamish Valley, and throughout the state by transforming locally sourced food, libations, and hospitality into an internationally renowned tourism experience.*

Since its inception, the Community Grant program has provided tens of thousands of dollars to Woodinville community groups who provide events and programs of value to the City. The most recent grant cycle, 2025, provided funding for seven organizations, all of whom have requested funding for 2025. A summary of the 2025 awards is provided in Table 1.

Table 1. *Summary of 2025 Community Grant Funded Programs.*

#	Applicant/Organization	Event Description/ Purpose of Funds	City Funding
1	Woodinville Arts Alliance	Teen Arts Alliance Programming. Art based business projects, youth art show, farmers market panel project, creative careers series.	$3,080
2	Pollinator Pathway NW	Third Annual Sammamish Valley Pollinator Fest! Funds used for promotional and outreach materials, speaker and workshop fee, amenities, signage and parking support.	$1,000
3	Woodinville Farmers Market	Bring in local musical talent and provide chef demos to help families prepare the fresh produce and ingredients they purchase that day.	$4,620
4	Woodinville Repertory Theatre	Education and theater consulting, pay for theatrical teachers & professionals, classroom implementation, material development, and teacher/administrator training on SEL integration through performance arts.	$8,855
5	Sisters in Action Sports	2025 Annual Skateboard Challenge: Permitting, insurance, sound system, prizes, food & beverage, judging fees, marketing	$3,304
6	Rotary Club	Provide warm coats for approximately 450 Northshore School District Elementary and Middle School students who have been identified by their teachers and school nurses as lacking adequate outer clothing.	$3,080
7	Women of Influence	Annual Women of Influence conference, catering, and merch (lanyards, notepads, flowers, etc.).	$1,155
		TOTAL AWARDED	**$25,094**

DISCUSSION: In the 2025-2026 biennial budget, the City Council allocated $25,000 per year to fund the Community Grant program. This year's community grant application cycle lasted approximately four weeks, opening on January 21, 2026, and closing on February 22, 2026.

The total request for 2026 community grant funding is $55,601. This exceeds the City's $25,000 annual allocation by $30,601. 2026 Funding requests are summarized in Table 2.

Table 2. *2026 Community Grant Applications and Funding Requests.*

#	Applicant/Organization	Event Description/ Purpose of Funds	Original Request
1	Arts Alliance	Grant will support Woodinville Teen Arts Alliance programming. The program helps to foster teen & youth engagement in the community as well as mentoring them into how to run an art-based business. The program helps to empower youth and teens to learn constructive and creative ways to spend their time, give back to the community, and help them mature into adults who love their community and continue to give back - making Woodinville a stronger community.	$4,000
2	Pollinator Pathway NW	This request seeks funding in support of the Annual Sammamish Valley Pollinator Fest! happening on May 30 at 21 Acres. Funds will be used for promotional and outreach materials, speaker and workshop fees, amenities, signage and parking support. The Pollinator Fest! will engage and educate, in a fun way, both adults and children about the	$1,500

		importance of pollinator health and what each of us can do to support pollinators and their habitats across our growing city, community and region.	
3	Repertory Theatre	Funding Request for completion and expansion of Woodinville Repertory Theatre's Social Emotional Learning (SEL) Program in partnership with the Northshore School District.	$15,000
4	Rotary Club	Provide warm coats for approximately 450 Northshore School District Elementary and Middle School students who have been identified by their teachers and school nurses as lacking adequate outer clothing. Schools that serve Woodinville students that we will be targeting are Bear Creek, Cottage Lake, Fernwood, Hollywood Hills, Kokanee, Sunrise, Wellington, Woodin, Woodmoor, Skyview, Leota, and Timber Crest	$4,000
5	Women of Influence Club	This funding will be used to cover the costs of the annual Women of Influence conference on May 19, 2026. Their mission, as a club, is to give the aspiring female leaders at our high school access to a greater sense of empowerment and sense of direction for their future pursuits in a variety of different fields. We host this conference as a FREE event for attendees. That said, the funding would go directly to the conference itself, primarily to cover the catering costs as well as items for the conference such as lanyards, notepads, flowers etc.).	$1,000
6	Woodinville Farmers Market	To make our Market a welcoming place for locals and visitors alike, we try to create an experience beyond buying. These funds help us to bring in and pay local musical talent, as well as provide chef demos to help families prepare the fresh produce and ingredients, they purchase that day.	$6,000
7	Evergreen Health Foundation	Grant will support EvergreenHealth Hospice's annual Rose Garden Ceremony, a free community memorial event attended by approx. 300-500 individuals/year. Event provides a meaningful opportunity for families, caregivers, & community members together in remembrance, reflection, and healing. EvergreenHealth is the only free-standing inpatient hospice facility serving King and Snohomish counties and is located in Kirkland. Funds will help offset direct event costs, i.e. memorial roses, printed tribute materials, event setup, and sound support. Free of charge to everyone.	$14,371
8	Woodinville Skateboard Challenge (Sisters in Action Sports)	Funds will be used to plan, promote and fund expenses for putting on the Woodinville Skateboard Challenge.	$4,630
9	SplashTimesFun LLC	Partnership event to celebrate and promote Woodinville in partnership with FIFA events.	$5,100
		TOTAL REQUEST	$55,601
		TOTAL AVAILABLE	$25,000
		DIFFERENCE	*($30,601)*

The eligibility criteria and initial review of the guidelines/restrictions (City of Woodinville Resolution No. 479) for community grant funding is summarized below in **Table 3**. According to the criteria, six of the nine applicants do not fully meet the eligibility requirements, and those items are listed below. The Council may choose to exclude these applicants, components of an application, or make an exception to allow funding to be awarded.

Table 3. *2026 Community Grant Eligibility Requirements & Initial Review*

Applicant	Eligibility Requirement	Initial Review
Arts Alliance:	Req. No. 2: "The preferred event or program would occur within Woodinville boundaries or promote Woodinville activities or organizations."	Monahan Studio along with the Langley Firehouse Glass and Seattle Cannonball Arts field trips are outside of City limits.
Pollinator Pathway NW	Req. No. 2: "The preferred event or program would occur within Woodinville boundaries or promote Woodinville activities or organizations."	Event is held at 21 Acres and is outside of City limits. Event serves Woodinville residents and beyond.
Woodinville Repertory Theatre	Req. No. 2: "The preferred event or program would occur within Woodinville boundaries or promote Woodinville activities or organizations."	Woodin and Woodmoor Elementary Schools events are outside of City limits. Other schools' events are within City limits, and all schools serve Woodinville residents.
Rotary Club	Req. No. 2: "The preferred event or program would occur within Woodinville boundaries or promote Woodinville activities or organizations."	Event is held at Northshore Middle School outside of City limits. Event serves Woodinville residents and beyond.
Evergreen Health Foundation	Req. No. 2: "The preferred event or program would occur within Woodinville boundaries or promote Woodinville activities or organizations."	Event is held in Kirkland and is outside of City limits. Event serves Woodinville residents and beyond.
SplashTimesFun	Req. No. 1: "The preferred recipient is a Woodinville-based non-profit or government organization."	SplashTimesFun LLC is not a non-profit or government organization.

Staff will present a summary of the grant applications and facilitate a discussion of Council to allocate funding using a spreadsheet. The final allocations represented on the spreadsheet will be the basis for the recommended motion.

RECOMMENDED MOTION:

I MOVE THAT THE CITY COUNCIL ALLOCATE FUNDING FOR 2026 COMMUNITY GRANT AS REFLECTED ON THE DISCUSSED SPREADSHEET TOTALING $_____ AND AUTHORIZE THE CITY MANAGER TO TAKE THE NECESSARY ACTIONS TO IMPLEMENT THIS DECISION.

Attachments:

1) Resolution No. 479, Adopting Community Grant Policies
2) 2026 Community Grant Applications

RESOLUTION NO. 479

A RESOLUTION OF THE WOODINVILLE CITY COUNCIL, ADOPTING COMMUNITY GRANT POLICIES.

WHEREAS, the City Council finds it to be in the best interest of the citizens to establish a grant program that promotes the City's vision as stated in the Comprehensive Plan, economic development, and provides events and activities that are of general community interest or value; and

WHEREAS, the City Council finds it in the best interest of the citizens to establish policies to facilitate an efficient and effective grant program; and

WHEREAS, the City Council regularly reviews existing policies and establishes additional policies to promote fiscal responsibility and the efficient transaction of City business;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF WOODINVILLE, WASHINGTON, HEREBY RESOLVES AS FOLLOWS:

Section 1. The City hereby adopts the policies (Attachment A) as the Community Grant Policy of the City of Woodinville.

RESOLVED this 7th day of June 2016.

Bernard W. Talmas

Bernard W. Talmas, Mayor

ATTEST/AUTHENTICATED:

Jennifer Kuhn

Jennifer Kuhn, City Clerk, CMC

Passed by the City Council: 6-7-2016
Resolution No. 479

CITY OF WOODINVILLE ANNUAL COMMUNITY GRANT POLICY

Effective Date: Adopted with Resolution No. 479 and effective on June 7, 2016.

Purpose:

The purpose of this policy is to provide a framework for the City's Community Grant Program and guide the administration of the program and decision-making process. The policy provides guidance on key aspects of the City's Community Grant processes including:

- Eligibility requirements;
- Funding priorities;
- Grant application and award process.

Definition of Community Activity:

Activities or events that serve Woodinville's community by promoting the City's vision as stated in the Comprehensive Plan or economic development, and are of general community interest or value, as well as any other activity that the City Council deems appropriate.

Funding:

During the biennial budgeting process, the City Council will determine the amount to appropriate for the Community grant. The biennial appropriation will be divided into two annual funding amounts equally.

Eligibility:

To receive consideration for funding the following criteria must be met:

1. The preferred recipient is a Woodinville-based non-profit or governmental organization.
2. The preferred event or program would occur within Woodinville boundaries or promote Woodinville activities or organizations.
3. The recipient, event, and program must be consistent with and further Woodinville's vision as stated in the Comprehensive Plan.
4. The recipient, event, and program must be of general community interest or value.
5. Admission to or participation in the event must be "free of charge" unless approved by City.
6. The recipient, event, and program must demonstrate that the event submitted for funding is not duplicative or in competition with other Woodinville events, activities, or organizations.
7. If the Applicant received Community grant funding in the prior year, the applicant must have complied with all requirements in that grant award to be considered for a consecutive year's grant.

The City may amend or waive any eligibility requirements, evaluation criteria, or application irregularities to award grants.

Funding Priority:

Funding priority will be giving to those applications that demonstrate:

- Community promotion/economic development
- Community events

Application Process:

Timeline – Solicitations for applicants may be published by January 15th, each year (if funding is appropriated). Applications will be due no later than six weeks after the application period begins. Funding determination will be made as City Council schedule permits.

Review – Staff will review all applications to determine eligibility and present all eligible applications to the City Council for consideration.

Award – Specific allocations for funding will be made by the City Council. As a matter of policy, the City Council will not accept late and/or direct appeals to the City Council which have not gone through the preliminary application review process.

Restrictions/Guidelines:

1. Proceeds generated from the funded activity may only be used for the conducted activity.
2. Recipients must provide full financial statements for the organization.
3. The recipient must obtain all legally required permits, licenses, approvals for the funded activity before City funds will be released.
4. The recipient must obtain and maintain all required insurance coverages for the funded activity in amounts and by insurers approved by the City.
5. Within 45 days after the conclusion of the funded event or the end of the recipient's fiscal year, the recipient shall submit to the City a written report of the results of the event or program funded, including information about the number of persons served and other results that benefit Woodinville.
6. Funding is on a reimbursement basis. The City will supply a reimbursement request template that must be submitted with budget to actual comparisons within 45 days of the conclusion of the event or program. Documentation is required to support the expenditures submitted for reimbursement.
7. The recipient shall acknowledge the City contribution in formal promotional materials and efforts related to the funded activity (i.e. City logo, etc.).

SECTION I—CONTACT INFORMATION

Please use this template for your submission for funding from the Community Grant Program for use in the calendar year of 2026. Please attach any supporting documents or materials to the end of this application.

Name of Primary Contact: Beth Roberts

Title/Role: Major Gifts Officer

Organization Name: EvergreenHealth Foundation

Address: MS-05, 12040 NE 128th St.
Kirkland, WA 98034

Phone Number: 425-899-1906

E-mail Address: bgroberts@evergreenhealthcare.org

Website (if applicable): evergreenhealthfoundation.com

***Legal Tax Status of your Organization:** 501c3 - EIN: 91-1519430
**Please provide documentation of tax status (i.e., your W9 or equivalent).*

Secondary Contact Information:

Name: Megan Whitman

Phone Number: 425.899.1910

E-mail Address: mmwhitman@evergreenhealthcare.org

SECTION II—EVENT/PROGRAM DESCRIPTION

Please complete the following questions and attached any supporting documentation as appropriate:

1. **This request is for (state total dollar amount for 2026):** $14,370.56

2. **What is the funding request for? Please be specific and clear.**

The requested funding will support EvergreenHealth Hospice's annual Rose Garden Ceremony, a free community memorial event attended by approximately 300–350 individuals each year. The ceremony provides a meaningful opportunity for families, caregivers, and community members to gather in remembrance, reflection, and healing.

EvergreenHealth Hospice is the only free-standing inpatient hospice facility serving King and Snohomish counties. In addition to providing specialized, compassionate end-of-life care in a dedicated residential setting, we extend support to families through ongoing bereavement services and community remembrance events such as the Rose Garden Ceremony.

Grant funds will help offset direct event costs, including memorial roses, printed tribute materials, event setup, and sound support. The ceremony is offered entirely free of charge to ensure equitable access for all members of the community.

This event aligns closely with Woodinville's Comprehensive Plan priorities by promoting community connection, inclusivity, emotional health, and overall quality of life. By creating a welcoming space for collective remembrance, the Rose Garden Ceremony strengthens civic bonds, supports mental and emotional well-being, and honors the lives of residents who have contributed to the vitality of the Woodinville community.

Through this funding, the City would be investing in a program that fosters compassion, belonging, and resilience, values central to Woodinville's vision for a connected and thriving community.

3. **Where will the event/program take place? Please provide all relevant addresses.**

The event will take place at the Gene and Irene Wockner Hospice Care Center, 12822 124th Ln NE, Kirkland, WA 98034. The event is held annually on the third Wednesday in July. This year's event will be July 15 at 6:30pm.

4. **Please indicate and describe the funding priority goal(s) your event/program addresses:**

☒ Community Event—Specify:

The Rose Garden Ceremony advances Community Promotion by strengthening civic connection and fostering a sense of belonging among residents. As a free, inclusive public event attended by approximately 300–350 community members annually, the ceremony creates a shared space for remembrance, reflection, and healing.

By supporting emotional well-being and offering accessible bereavement resources, the event enhances overall quality of life in Woodinville. It reflects the City's commitment to cultivating a compassionate, connected community where residents are supported through all stages of life.

While not a commercial event, the ceremony contributes to community vitality by drawing residents together, encouraging civic participation, and reinforcing Woodinville's identity as a city that prioritizes health, inclusivity, and community-centered values.

5. **Please provide a work plan, timeline, and pertinent activities for your event/program.**

The Rose Garden Ceremony is coordinated by EvergreenHealth Hospice's Grief & Bereavement Team, with financial and logistical support from the EvergreenHealth Foundation. Planning begins 8–12 weeks prior, with confirmation of program details, speakers, and clinical support. The Foundation manages event expenses and orders supplies including chairs, tables, memorial roses, printed programs, and hospitality items. Outreach is conducted to hospice families and the broader community.

In the weeks leading up to the event, volunteer roles are assigned and final logistics are confirmed for approximately 300–350 attendees. On event day, Foundation staff and volunteers assist with setup and guest support, while bereavement clinicians lead the ceremony and provide on-site emotional care. A post-event debrief and financial reconciliation follow.

6. **Please describe how this event/program furthers Woodinville's image and goals.**

The Rose Garden Ceremony strengthens Woodinville's image as a compassionate, connected, and community-centered city. By providing a free, inclusive space for remembrance and healing, the event supports residents during times of loss and reinforces the City's commitment to health, well-being, and quality of life.

Attended by approximately 300–350 community members annually, the ceremony fosters civic connection, belonging, and emotional resilience—key elements of a thriving community. As the only free-standing inpatient hospice facility serving King and Snohomish counties, EvergreenHealth Hospice plays a unique regional role, and this event reflects Woodinville's leadership in supporting comprehensive, person-centered care.

By investing in programs that promote inclusivity, mental and emotional wellness, and community engagement, Woodinville demonstrates its commitment to being a city that values people at every stage of life.

7. **Will you be charging any admission to the event/program (admission revenue may be**

No, this is free to the public and open to anyone who would like to attend.

8. **(*If applicable*) Please explain how proceeds from the funded event/program will be used.**

Note that proceeds generated from the funded event/program may only be used for the conducted event/program.

N/A

9. **What is your vision for success for your event/program? Please provide specific outcomes and how you will measure project success that you will report on at the end of the event/program.**

Our vision for success is to provide a meaningful, accessible community remembrance event that supports healing, strengthens connection, and ensures no one in Woodinville grieves alone. Success will be reflected in strong attendance, positive participant feedback, and continued engagement with bereavement resources. A summary of attendance, outcomes, and evaluation findings will be included in our post-event report.

10. **Please describe the target area/audience the event/program is intended to serve, how itwill be accessible to the public and what the public benefit will be of completing this event/program.**

The Rose Garden Ceremony is intended to serve hospice families, individuals experiencing grief, caregivers, and members of the broader Woodinville and Eastside community. While many attendees have had a connection to EvergreenHealth Hospice, the event is open to all community members who wish to honor a loved one.

The ceremony is offered free of charge to ensure equitable access regardless of financial circumstances. The venue is ADA-accessible, and the program is designed to be welcoming, inclusive, and appropriate for individuals of all ages. Outreach is conducted through hospice communications and community channels to ensure broad awareness.

The public benefit of this event is the promotion of emotional health, social connection, and community resilience. By providing a shared space for remembrance and healing, the ceremony reduces isolation in grief, strengthens community bonds, and reinforces Woodinville's commitment to compassionate, person-centered support for residents at every stage of life.

11. **Please list and describe the roles and relevant mission of your organization—include the community partners who are involved.**

EvergreenHealth Hospice provides compassionate, patient- and family-centered end-of-life care, grief support, and bereavement services. As the only free-standing inpatient hospice facility serving King and Snohomish counties, our mission is to enhance the quality of life for individuals and families facing serious illness through expert clinical care, dignity, and emotional support.

The Rose Garden Ceremony is led by EvergreenHealth Hospice's Grief & Bereavement Team, which designs and facilitates the program.

The EvergreenHealth Foundation serves in a supportive role by managing financial oversight, helping cover event costs, coordinating logistics (including chairs, tables, memorial roses, and printed materials), and providing volunteer support to ensure the event remains free and accessible to the community.

Community partners include hospice volunteers, local musicians and singers, and local vendors who assist with event setup and supplies. Together, these collaborative efforts ensure the ceremony reflects our shared commitment to compassionate care, inclusivity, and community connection.

SECTION III—PROJECT BUDGET

Please summarize budget information for your project below. Include any necessary permit or insurance costs as items within your budget request.

BUDGET ITEM/DESCRIPTION	ANTICIPATED COST
Invitation Printing and Event Programs	$850.00
Postage	$3,000.00
Custom Fans to Assist with Heat which include Foundation Information	$600.00
Light Dinner and Drinks for 350	$8000.00
Roses each attendee and Rose Pedals for River Ceremony	$435.47
350 Chairs, 6 Bistro Tables	$1,281.09
Tissues for Attendees	$204.00
TOTAL EVENT/PROGRAM COST	$14,370.56
TOTAL REQUEST FROM CITY OF WOODINVILLE	$14,370.56

COMMUNITY PARTNER	REVENUE/PRIVATE MATCH	AMOUNT
	TOTAL REVENUE/PRIVATE MATCH	

SECTION I—CONTACT INFORMATION

Please use this template for your submission for funding from the Community Grant Program for use in the calendar year of 2026. Please attach any supporting documents or materials to the end of this application.

Name of Primary Contact: Torrey Edwards

Title/Role: President

Organization Name: Woodinville Farmers Market

Address: PO Box 1927

Phone Number: 425.287.4255

E-mail Address: northfarmmarkets@gmail.com

Website (if applicable): https://woodinvillefarmersmarket.com/

***Legal Tax Status of your Organization:** WA Nonprofit

**Please provide documentation of tax status (i.e., your W9 or equivalent).*

Secondary Contact Information:

Name: Lisa Crawford, Treasurer

Phone Number:

E-mail Address: treasurerwfm@gmail.com

SECTION II—EVENT/PROGRAM DESCRIPTION

Please complete the following questions and attached any supporting documentation as appropriate:

1. **This request is for (state total dollar amount for 2026):** $6,000.00

2. **What is the funding request for? Please be specific and clear.**

To make our Market a welcoming place for locals and visitors alike, we try to create an experience beyond buying. These funds help us to bring in and pay local musical talent, as well as provide chef demos to help families prepare the fresh produce and ingredients they purchase that day.

3. **Where will the event/program take place? Please provide all relevant addresses.**

Woodinville Farmers Market location on Festival Street and Schoolhouse District.

4. **Please indicate and describe the funding priority goal(s) your event/program addresses:**

❑ Community Promotion/Economic Development—Specify:

We are all about supporting our small, local businesses - that's literally what we do!

❑ Community Event—Specify:

We are one of the few free and universal community events.

❒ Other—Specify:

5. **Please provide a work plan, timeline, and pertinent activities for your event/program.**

We work and plan all year long to bring our Market to Woodinville each season; May-September, every Saturday from 10am-2pm, rain or shine.

6. **Please describe how this event/program furthers Woodinville's image and goals.**

Woodinville is a town rooted in agriculture and posed to be an example of intentional growth. The Market is a natural welcome center for local residents, visitors, and tourists to enjoy or learn about the best that Woodinville has to offer.

7. **Will you be charging any admission to the event/program (admission revenue may be taxable; see Woodinville Municipal Code Section 3.10)?**

No.

8. **(*If applicable*) Please explain how proceeds from the funded event/program will be used. Note that proceeds generated from the funded event/program may only be used for the conducted event/program.**

All funds from vendor application and booth fees go straight into operating the Market, and whatever other funding we need we obtain through grants and sponsorships.

9. **What is your vision for success for your event/program? Please provide specific outcomes and how you will measure project success that you will report on at the end of the event/program.**

We are successful when our vendors are successful, and when the community continues to attend our Market and build relationships with each other and our vendors.

10. **Please describe the target area/audience the event/program is intended to serve, how it will be accessible to the public and what the public benefit will be of completing this event/program.**

The Market is for *everyone*. There are no barriers to access to our knowledge (if they're brought to our attention, we do what we can to find solutions!), and we welcome all who would choose to attend. We believe our Market creates a vibrant community space, essential to our social and economic fabric.

11. **Please list and describe the roles and relevant mission of your organization—include the community partners who are involved.**

Our Mission:
To cultivate Culture, Community and Commerce around local food and artisan economies.
-To build Community by providing a place to engage with local farmers, producers, and artisans.
-To help build community, support downtown and small businesses. To improve health and food justice through
improving access to fresh produce.

In addition to our small business vendors, community customers, and area sponsors, we host local nonprofits – an important opportunity for them to engage the public.

SECTION III—PROJECT BUDGET

Please summarize budget information for your project below. Include any necessary permit or insurance costs as items within your budget request.

BUDGET ITEM/DESCRIPTION	ANTICIPATED COST
Live musical performers and entertainment	$5,000
Chef demo pantry items and shopping stipends	$1,000
TOTAL EVENT/PROGRAM COST	
TOTAL REQUEST FROM CITY OF WOODINVILLE	$6,000

COMMUNITY PARTNER	REVENUE/PRIVATE MATCH	AMOUNT
City of Woodinville	2026 LTAC Grant	$12,000
Sponsors	Target Amount	$15,000
	TOTAL REVENUE/PRIVATE MATCH	$27,000

SECTION I—CONTACT INFORMATION

Please use this template for your submission for funding from the Community Grant Program for use in the calendar year of 2026. Please attach any supporting documents or materials to the end of this application.

Name of Primary Contact: _____Patricia Newkirk _____

Title/Role: _____Co-Coordinator_____

Organization Name: _____Pollinator Pathway NW a project of 21 Acres_____

Address: _____13701 NE 171st St, Woodinville, WA 98072_____

Phone Number: _____206-902-8107_____

E-mail Address: _____patricia.newkirk@gmail.com_____

Website (if applicable): _____https://pollinatorpathwaynw.org/pollinator-fest-2026/_____

***Legal Tax Status of your Organization: _____501(c)3_____** **Please provide documentation of tax status (i.e., your W9 or equivalent).*

Secondary Contact Information:

Name: _____Linda Cufley_____

Phone Number: _____206-910-8163_____

E-mail Address: _____lindacufley@gmail.com_____

SECTION II—EVENT/PROGRAM DESCRIPTION

Please complete the following questions and attached any supporting documentation as appropriate:

1. **This request is for (state total dollar amount for 2026):** __$,1,500___

2. **What is the funding request for? Please be specific and clear.**

Building on the success of the three previous annual Pollinator Fests, this request seeks funding in support of the fourth Annual Sammamish Valley Pollinator Fest happening on May 30th at 21 Acres. Funds will be used for promotional and outreach materials, speaker fee and tour leaders, amenities, transportation and signage.
The Pollinator Fest! will engage and educate, in a fun way, both adults and children about the importance of pollinator health and what each of us can do to support pollinators and their habitats across our developing city landscapes, community and regional spaces.

There are five components to this free public event:
1) Tours of the pollinator demonstration garden and the spiral herb garden at 21 Acres. Native educator, Linzie Crofoot, will lead two tours designed to identify keystone plants, and introduce participants to indigenous perspectives and their relationship to native plants.

2) The festival will feature a presentation by Greg Green. Dr. Green, a professor at Western Washington University, is a career wildlife ecologist with experience spanning the Western U.S. and Alaska with particular emphasis on threatened and endangered species, forest and shrub-steppe ecology, temperate and arctic marine mammal and seabird ecology, climate change, natural resource management and mitigation plans, and conservation assessments. Greg has published over 30 papers in research journals and five book chapters on subjects ranging from burrowing owls to marine mammals. Greg recently published a book on the wildlife of the world with nature photographer Art Wolfe.

3) The festival grounds will host 30+ information booths that highlight the importance of healthy habitats, restoration and citizen actions. Information booths include the Washington Native Plant Society, Woodinville Garden Club, Washington Department of Agriculture Pollinator Health, Crown Bees, Coastal Bank, Woodinville Rotary and many more. There will be no charge for informational booths hosted by non-profits or governmental partners.

4) Following the success of last year's student art competition, the Woodinville Garden Club is sponsoring its second annual competition. The contest is offered to young people in the Northshore school district. Winners in the six age related groups will be displayed at the festival. The theme this year is Harmony in Bloom: Local Pollinators and Plants.

5) There will be additional vendors (including local native plant nurseries), food trucks and activities for children and adults.

3. **Where will the event/program take place? Please provide all relevant addresses.**

The event will take place at 21 Acres (10307 NE 171st St, Woodinville, WA) on May 30th from 10am-3pm.

4. **Please indicate and describe the funding priority goal(s) your event/program addresses:**

❒ Community Event—Specify:

Goal: The festival will inspire individuals and community to take action to protect pollinators. By educating about the importance of pollinator-friendly habitat the festival will encourage people to plant more pollinator habitat as a strategy in addressing climate resiliency. This goal furthers several outcomes, goals and policies articulated in the sections C and E of the Woodinville Comprehensive Plan adopted in 2025..

This year the festival will feature Woodinville's recent designation as a Bee City. The festival will showcase sustainable practices that can be replicated in neighborhoods, commercial spaces, residential yards and gardens, patio and balcony containers, parks and open spaces. These science-based practices align with the City's Climate Action Goals in protecting an ecosystem we depend on for food security. Considering the services pollinators provide and the role they play in biodiverse ecosystems, research supports that pollinators are critical to our future.

5. **Please provide a work plan, timeline, and pertinent activities for your event/program.**

January ~ February:

- Vision overall event and organizational structure
- Engage and formalize partnerships
- Reach out to organizations for informational booths
- Coordinate event site with 21 Acres
- Invite speaker and tour leader
- Engage graphic artist for outreach materials
- Develop 2026 pollinator festival website page
- Identify and confirm parking options
- Begin developing evaluation metrics and method

March:

- Finalize website page
- Finalize and distribute "Save the Date" materials (early March)
- Order promotional signs, banner, and maps
- Create promotional outreach plans including partners. The event will be promoted via email and websites of all of the informational booth organizations, on our own website https://pollinatorpathwaynw.org/pollinator-fest-2026/, 21Acres.org, as well as our collaborators and sponsors websites including Woodinville Rotary, Woodinville Garden Club, etc. Additional promotions will focus on the City of Woodinville media links and area newspapers and magazines.

April:

- Continue to promote the event following the outreach plan
- Finalize evaluation tool and survey link with QR code access
- Finalize parking plan with community partners
- Recruit volunteers to help with the event tasks of the day (tour leaders, docents, parking helpers, etc.)
- Confirm participating organizations
- Create detailed event layout and event schedule
- Coordinate volunteer plan and confirm volunteers
- Finalize all materials
- Create back-up plans for foul-weather and day of event issues

May:

- Finalize last minute plans for the May 30th event
- Celebrate and have fun!

June:

- Review attendee responses on the survey
- Debrief post event
- Write and submit grant reports and other sponsors

6. **Please describe how this event/program furthers Woodinville's image and goals.**
Pollinator Fest! demonstrates Woodinville's commitment to their community as a vibrant place to live and work and now a Bee City. Importantly, it will demonstrate that the City is committed to creating experiences that are joyful, educational and focused on environmental health. This event is in line with the City's increasing commitment to taking responsibility for engaging the community in working towards a resilient and sustainable future.

7. **Will you be charging any admission to the event/program (admission revenue may be taxable; see Woodinville Municipal Code Section 3.10)?**

No. The event is free to the public.

8. **(*If applicable*) Please explain how proceeds from the funded event/program will be used. Note that proceeds generated from the funded event/program may only be used for the conducted event/program.** N/A

9. **What is your vision for success for your event/program? Please provide specific outcomes and how you will measure project success that you will report on at the end of the event/program.**
Our vision of success is a well-attended event. In 2023, we had 500 attendees, followed by an expansion to over 1,000 attendees in 2024. In 2025 there were over 1,600 attendees in spite of a rainy day. This year, based on our expanded partnerships, we are expecting an even larger number of visitors. Metrics will include estimating the number of visitors by counting people as they enter the parking lot, the number of people signing up to get more information (or visit/join PPNW), and how many people participated in activities such as tours and talks. We will also be documenting qualitative feedback we receive from attendees and participating organizations using a survey accessed via a QR code linked to an on-line simple and short survey.

10. **Please describe the target area/audience the event/program is intended to serve, how it will be accessible to the public and what the public benefit will be of completing this event/program.**

The focus of this event is the Woodinville community, consisting of individuals and local families coupled with a strategic appeal to attract visitors and tourists (defined as anyone not living in Woodinville). The event is free to the public and located on sites accessible to everyone. The public benefit will be an engaged constituency increasingly knowledgeable about pollinator health and beneficial gardening/landscaping practices. People will learn of the myriad ways they can take action to protect pollinator habitat. Citizens will learn about opportunities to get involved in local efforts, programs and/or organizations focused on community well-being.

11. **Please list and describe the roles and relevant mission of your organization—include the community partners who are involved.**

Pollinator Pathway NW **advocates** for improvement in the health and habitat of pollinators. This advocacy includes **educating** citizens about the biodiversity crisis that faces our pollinators and **encourages the engagement** of everyone in changing the way we garden and care for public and private spaces.

In the last three years we have achieved increased collaboration with Woodinville civic organizations including the Woodinville Garden Club, Woodinville Rotary, Crown Bees, Coastal Bank, Sammamish Valley Grange, Woodinville Creative District and 21 Acres. We are also beginning to collaborate with many of the organizations tabling at the festival. The festival allows for an effective public-facing opportunity for many of these conservation focused organizations.

SECTION III—PROJECT BUDGET

Please summarize budget information for your project below. Include any necessary permit or insurance costs as items within your budget request.

BUDGET ITEM/DESCRIPTION	ANTICIPATED COST
Port-a-potties & handwashing station - DTG Recycle	**$ 750**
Volunteer refreshment station	**$ 250**
Pollinator garden starter kits	**$ 600**
Speaker - Greg Green	**$ 800**
Native plant walking tours - Naakani Native Program	**$ 300**
Marketing & signage & promotional materials	**$ 1,250**
Student Art contest - marketing and staging materials	**$ 250**
Transportation and parking support?	**$ 200**
Musicians	**$ 100**
TOTAL EVENT/PROGRAM COST	**$ 4,500**
TOTAL REQUEST FROM CITY OF WOODINVILLE	**$ 1,500**

COMMUNITY PARTNER	REVENUE/PRIVATE MATCH	AMOUNT
Haggen Grocery Store	**Gift Card**	**$ 250**
Coastal Bank		**$ 500**

Woodinville Rotary		**$ 500**
Allen M Painter Community Grant		**$ 1,000**
Evergreen Health Foundation		**$ 500**
Woodinville Garden Club		**$ 250**
	TOTAL COMMUNITY PARTNER MATCH	**$ 3, 000**

SECTION IV— FINANCIAL STATEMENT & INSURANCE CERTIFICATE

Please include a copy of your organization's most recent **annual financial statement** and **certificate of insurance** along with this application. Without these attachments, your application will be considered incomplete.

Informal community groups that do not have the items mentioned above are encouraged to partner with a local non-profit organization that can help sponsor and accept grant funding on behalf of your group.

For assistance, contact Andrea McCullough by phone at 425-489-2700 or email: andream@woodinville.gov.

SECTION I—CONTACT INFORMATION

Please use this template for your submission for funding from the Community Grant Program for use in the calendar year of 2026. Please attach any supporting documents or materials to the end of this application.

Name of Primary Contact: Paul Olmsted

Title/Role: Secretary

Organization Name: Rotary Club of Woodinville

Address: 8008 229th Place SE, Woodinville WA 98072

Phone Number: 206 963-0672

E-mail Address: polmsted23@gmail.com

Website (if applicable):

***Legal Tax Status of your Organization:** The City already has this information from prior grant applications

**Please provide documentation of tax status (i.e., your W9 or equivalent).*

Secondary Contact Information:

Name: Mike Tenhulzen

Phone Number: 425-864-6021

E-mail Address: mike@tenhulzen.com

SECTION II—EVENT/PROGRAM DESCRIPTION

Please complete the following questions and attached any supporting documentation as appropriate:

1. **This request is for (state total dollar amount for 2026):** $4,000

2. **What is the funding request for? Please be specific and clear.**

Provide warm coats for approximately 450 Northshore School District Elementary and Middle School students who have been identified by their teachers and school nurses as lacking adequate outer clothing. Schools that serve Woodinville students that we will be targeting are Bear Creek, Cottage Lake, Fernwood, Hollywood Hills, Kokanee, Sunrise, Wellington, Woodin, Woodmoor, Skyview, Leota, and Timbercrest

3. **Where will the event/program take place? Please provide all relevant addresses.**

Northshore Middle School Auditorium

4. **Please indicate and describe the funding priority goal(s) your event/program addresses:**

❒ Community Promotion/Economic Development—Specify:

_____

❒ Community Event—Specify:

_____

■ Other—Specify:

To provide humanitarian assistance to children in need, a sign that the people of Woodinville care for them

5. **Please provide a work plan, timeline, and pertinent activities for your event/program.**

We meet with teachers, nurses and cafeteria workers (all of whom have a good feel for how the kids dress) in early October. Many of these kids qualify for free or reduced cost lunches. We order the coats from Operation Warm Coats in late October and distribute them in early December. Any surplus coats are saved for next year. We have found Operation Warm Coats to be a very cost-effective and reliable source which relates to our mission. We are careful to monitor the students that claim coats to ensure that only the identified kids get one and only one coat. We plan on conducting this event sometime in the first half of December 2026.

6. **Please describe how this event/program furthers Woodinville's image and goals.**

Over half of the children live within the Woodinville city limits (all are in the NSD). The project clearly identifies the Rotary Club of Woodinville as the sponsor and will identify the City as a primary contributor who cares about the welfare of its needy children. This will be done verbally and through a handout that goes with each coat.

7. **Will you be charging any admission to the event/program (admission revenue may be taxable; see Woodinville Municipal Code Section 3.10)?**

No

8. **(*If applicable*) Please explain how proceeds from the funded event/program will be used. Note that proceeds generated from the funded event/program may only be used for the conducted event/program.**

There will be no proceeds from this program except the happiness of the children involved.

9. **What is your vision for success for your event/program? Please provide specific outcomes and how you will measure project success that you will report on at the end of the event/program.**

The success of the project will be shown by seeing over 450 children wearing new warm coats to school when they otherwise would have to wear inadequate protection from the weather. We interview the school personnel to ensure they are seeing a difference. The quantitative metric is the distribution of at least 450 coats to the children.

10. **Please describe the target area/audience the event/program is intended to serve, how it will be accessible to the public and what the public benefit will be of completing this event/program.**

The target audience for this project are the approximately 450 to 500 Northshore students who would otherwise might not have adequate outer clothing to wear.

11. **Please list and describe the roles and relevant mission of your organization—include the community partners who are involved.**

The mission of our organization is to encourage and fostering the ideal of service as a basis of worthy enterprise, and, in particular, to encourage and foster:

- The development of acquaintance as an opportunity for service;
- The dignifying of each Rotarian's occupation as an opportunity to serve society;
- The application of the ideal of service in each Rotarian's personal, business and community life;
- The advancement of international understanding, good will and peace through members united in the ideal of service.

SECTION III—PROJECT BUDGET

Please summarize budget information for your project below. Include any necessary permit or insurance costs as items within your budget request.

BUDGET ITEM/DESCRIPTION	ANTICIPATED COST
	10,000
TOTAL EVENT/PROGRAM COST	10,000
TOTAL REQUEST FROM CITY OF WOODINVILLE	4,000

COMMUNITY PARTNER	REVENUE/PRIVATE MATCH	AMOUNT
	TOTAL REVENUE/PRIVATE MATCH	6,000

SECTION I—CONTACT INFORMATION

Please use this template for your submission for funding from the Community Grant Program for use in the calendar year of 2026. Please attach any supporting documents or materials to the end of this application.

Name of Primary Contact: Pam Miller

Title/Role: CEO / Founder

Organization Name: Sisters in Action Sports

Address: 14241 NE Woodinville Duvall Rd #259
Woodinville WA 98072

Phone Number: 206-226-4074

E-mail Address: Pam@sistersinactionsports.org

Website (if applicable): https://sistersinactionsports.org

***Legal Tax Status of your Organization:** 501 (C) (3) #80-5019739
**Please provide documentation of tax status (i.e., your W9 or equivalent).*

Secondary Contact Information:

Name: Cressey Rice

Phone Number: 360-588-4935

E-mail Address: crtaxservicetcp@gmail.com

SECTION II—EVENT/PROGRAM DESCRIPTION

Please complete the following questions and attached any supporting documentation as appropriate:

1. **This request is for (state total dollar amount for 2026):** $4630.00

2. **What is the funding request for? Please be specific and clear.**

These funds will be used to serve a community of youth, adults and families that is underserved by any other group or park dept. Funds will be used to plan, promote and fund the expense of putting on the Woodinville Skateboard Challenge.

3. **Where will the event/program take place? Please provide all relevant addresses.**

19518 136th Ave NE Woodinville WA 98072 Woodinville Rotary Skatepark.

4. **Please indicate and describe the funding priority goal(s) your event/program addresses:**

■ Community Promotion/Economic Development—Specify:

This event is in it's 23nd year bringing skaters, businesses, to Woodinville. Skaters will come from Bellingham to Olympia to the park to practice weeks before the event, visiting local fast food and doing shopping while here.

■ Community Event—Specify:

The Woodinville Skateboard Challenge is a competition at the Woodinville Rotary Skate Park. It is open to all ages and genders. It will be hosted by Sisters in Action Sports and is a Woodinville Community event with the goal of serving our underserved skate and art community and their families.

■ Other—Specify:

In offering this one event a year we can support the physical and mental health of youth, adults and skate families.

5. **Please provide a work plan, timeline, and pertinent activities for your event/program.**

Pre-Event Duties (April-July)
Perform site visit to assist in designing site layout plan for City of Woodinville for permitting.
Secure insurance and provide City Staff with COI for the event.
Secure Facility Use Agreement with City of Woodinville.
Secure sponsorship and acquire business logos for event flyers.
Secure all permits from the City of Woodinville and site plan approval
Plan Promotion of the event.
Secure MC, Judges for skate competition to be judged .
Mail final skate flyers to local shops and parks, social media and press.
Organize and arrange prize packages for all divisions and best trick.

Day-of Event
1 Hang banners representing sponsors for live filming of judging.
2 Oversee tents for sponsors on site.
3 Manage registration and judges' sheets for the contest.
4 Oversee filming and photography of the event.

5 Oversee flow of skate contests and announcements.
6 Manage prizes awarded at the end of the contest.
7 Remove banners and clean any trash from the park.
Post-Event Duties (Early Sept.)
Prepare thank you letters/cards to participating sponsors.
Prepare post event budget and event summary for City of Woodinville.
Acquire and organize photo/video footage.
Prepare a press piece for Woodinville Weekly.

6. **Please describe how this event/program furthers Woodinville's image and goals.**

The vision of the Woodinville Skateboard Challenge is to bring together and celebrate the local and surrounding area skateboarders for a time of competition, fun, and community outreach from Rotary, Fire Dept, and local businesses. Each year 40-60 skaters are expected to participate. Families come together around skateboarding and local artists have created live art on the Community Skate Park graffiti wall. Spectators numbered several hundred throughout the day. In the past the local Fire Dept. has given out and properly fits helmets as an outreach to the community youth. Local businesses and community work together to celebrate this event.

7. **Will you be charging any admission to the event/program (admission revenue may be taxable; see Woodinville Municipal Code Section 3.10)?**

No fee is charged to participants or spectators

8. **(*If applicable*) Please explain how proceeds from the funded event/program will be used. Note that proceeds generated from the funded event/program may only be used for the conducted event/program.**

Community Grant funding will be used to plan, promote and fund this event.

9. **What is your vision for success for your event/program? Please provide specific outcomes and how you will measure project success that you will report on at the end of the event/program.**

Our vision is to bring together and celebrate the local and surrounding area skateboarders for a time of competition, fun, and community outreach from the community and local business as well as the City of Woodinville. Each year 40-70 skaters are expected to participate. Families come together around skateboarding and local artists will create live art on the Community Skate Park graffiti wall. Project success will be measured by the number of participants and the expression of excitement on their faces as we celebrate the successes in our skate community Our vision is to bring together and celebrate the local and surrounding area skateboarders for a time of competition, fun, and community outreach from the community and local business as well as the City of Woodinville. Each year 40-70 skaters are expected to participate. Families come together around skateboarding and local artists will create live art on the Community Skate Park graffiti wall. Project success will be measured by the number of participants and the expression of excitement on their faces as we celebrate the successes in our skate community

10. **Please describe the target area/audience the event/program is intended to serve, how it will be accessible to the public and what the public benefit will be of completing this event/program.**

Over the last 22 years the Skateboard Challenge has become a community favorite in celebration of the skateboard community as well as the skaters from surrounding communities. The non-profit Sisters in Action Sports has presented this event by providing people to assist the Event Coordinator and contribute other resources, by promoting safety and helmets are distributed free of charge to local youth, local businesses/orgs. such as Play it Again Sports, Haggen Foods, Woodinville Bicycle, and NW Trophy, Costco, Zumiez and many area Skate Shops, EvergreenHealth, and The Pizza Coop, are expected to support/sponsor. Local artists are highlighted with productions at the park and for their contributions to the skate culture. This event serves to bring together community in celebration of our skateboard athletes.

11. **Please list and describe the roles and relevant mission of your organization—include the community partners who are involved.**

Sisters in Action Sports supports many causes throughout the community by creating events and opportunities that inspire, encourage, and empower underserved populations. This effort is to create an event that supports athletes that otherwise may not have any recognition for their efforts and training. This competition is an excellent way to bring the community together to celebrate these athletes and artists with the community that supports them and their families.

Costco
Haggen Food
NW Trophy
Play it Again Sports
Woodinville Bicycle
Woodinville Fire Dept.
Greater Seattle area Skate Shops
The Pizza Coop
EvergreenHealth

SECTION III—PROJECT BUDGET

Please summarize budget information for your project below. Include any necessary permit or insurance costs as items within your budget request.

BUDGET ITEM/DESCRIPTION	ANTICIPATED COST
Permit fee from the City of Woodinville	382.40
Insurance for the day of the event	$805
Sound System/U Haul Rental	$268
Prize money for each division and best tricks	$700
Food and water for participants	$378
MC/Judges/Coordinator	$1481
Poster Art/Photography/Artists/Supplies	$617
TOTAL EVENT/PROGRAM COST	$4631.40
TOTAL REQUEST FROM CITY OF WOODINVILLE	$4630.00

COMMUNITY PARTNER	REVENUE/PRIVATE MATCH	AMOUNT
	TOTAL REVENUE/PRIVATE MATCH	

SECTION I—CONTACT INFORMATION

Please use this template for your submission for funding from the Community Grant Program for use in the calendar year of 2026. Please attach any supporting documents or materials to the end of this application.

Name of Primary Contact: Billy Tung

Title/Role: Founder

Organization Name: SplashTimesFun, LLC

Address: 22901 127th Ave SE, Kent, WA 98031

Phone Number: 206-949-1485

E-mail Address: info@splashtimesfun.com

Website (if applicable): www.splashtimesfun.com & www.minigolfonthego.com/pnw

***Legal Tax Status of your Organization:** See attached W9

**Please provide documentation of tax status (i.e., your W9 or equivalent).*

Secondary Contact Information:

Name: _____

Phone Number: _____

E-mail Address: _____

SECTION II—EVENT/PROGRAM DESCRIPTION

Please complete the following questions and attached any supporting documentation as appropriate:

1. **This request is for (state total dollar amount for 2026):** $ 5100

2. **What is the funding request for? Please be specific and clear.**

SplashTimesFun is a professional, family-friendly children's entertainment company specializing in interactive foam parties for outdoor spaces. Our team transforms parks and outdoor areas into pop-up foam zones where participants can move, dance, laugh, and cool off together in a safe, supervised environment.

The funding request is to support the production of Foam, Fairways & Fútbol, a 2-hr free, all-ages community recreation event at Wilmot Park in Woodinville on 06/20/26 12-2pm. The event combines the interactive foam party with our portable mini golf business

(Mini Golf On The Go), then upgraded to a soccer theme to coincide with the FIFA World Cup Soccer tournament.

Grant funds will be used to offset event production, equipment rental and venue permitting costs including the delivery and setup of professional foam play equipment and production, portable 18-hole mini golf installation, event staffing, pre & post event planning, venue permitting, event insurance.

The event will contain the following elements:
1. Soccer themed Foam Party Zone that contains PNW orca whale decorated foam cannon, outdoor sound system with kid-friendly music, soccer themed beach balls, professional party hosts.
2. 18-hole portable mini golf course with challenging 2D & 3D obstacles, putters, score cards, pencils, soccer ball themed golf balls, World Cup factoids at each hole and additional decorations for the World Cup soccer theme.
3. A 10-ft tall World Cup back drop for photo opps.

The entire event is managed by our staff.

3. **Where will the event/program take place? Please provide all relevant addresses.**

Wilmot Gateway Park
17301 131st Ave NE
Woodinville, WA 98072

4. **Please indicate and describe the funding priority goal(s) your event/program addresses:**

❒ Community Promotion/Economic Development—Specify:

_____

■ Community Event—Specify:

Foam, Fairways & Fútbol is a free, family-friendly community event designed to bring residents together through outdoor play, recreation, and family friendly activities. The event is open to all ages and abilities and requires no prior registration or equipment.

_____

❒ Other—Specify:

_____

5. **Please provide a work plan, timeline, and pertinent activities for your event/program.**

March-May
Planning, permitting and coordination with city staff, park scheduling, insurance and general site logistics.

May (4-6 weeks prior)
Event promotion on social media and community calendar listings.

Event Day
10:00am - Setup foam zone and install portable mini golf course.
12:00pm - Event start time.
2:00pm - Event end time. Begin teardown, cleanup and load out.
4:00pm - load out complete.

6. **Please describe how this event/program furthers Woodinville's image and goals.**

This event encourages public park use, creates inclusive community experiences for all ages while fostering healthy and active lifestyles. By incorporating FIFA World Cup soccer-themed activities, the event connects local residents and invites nearby tourism to an international cultural celebration while offering free, family-friendly recreation. The event reinforces Woodinville's commitment to wellness, community connection, and accessible programming for all ages.

7. **Will you be charging any admission to the event/program (admission revenue may be taxable; see Woodinville Municipal Code Section 3.10)?**

No. The event is free to all to attend.

8. **(*If applicable*) Please explain how proceeds from the funded event/program will be used. Note that proceeds generated from the funded event/program may only be used for the conducted event/program.**

Not applicable. No proceeds will be generated.

9. **What is your vision for success for your event/program? Please provide specific outcomes and how you will measure project success that you will report on at the end of the event/program.**

Success will be measured by:
1. Total attendance and participant engagement
2. Diversity of age groups participating
3. Positive feedback from families and City staff
4. Safe, incident-free operation
5. Completion of the event within budget

10. **Please describe the target area/audience the event/program is intended to serve, how it will be accessible to the public and what the public benefit will be of completing this event/program.**

The event is intended for Woodinville residents and families, visitors from nearby suburbs, including children, teens, and parents, especially soccer families. The event is free, held in a public park, and designed with open-entry play formats to ensure accessibility. The public benefit includes increased park use, physical activity, social interaction, and a shared community experience.

11. **Please list and describe the roles and relevant mission of your organization—include the community partners who are involved.**

SplashTimesFun provides professionally managed, all-ages outdoor recreation experiences for communities, schools, and municipalities. The company is responsible for event production, staffing, safety oversight, setup and teardown. The City of Woodinville serves as the host location and community partner by providing park access, general coordination and promotional support.

SECTION III—PROJECT BUDGET

Please summarize budget information for your project below. Include any necessary permit or insurance costs as items within your budget request.

BUDGET ITEM/DESCRIPTION	ANTICIPATED COST
2hr Foam Party equipment & materials	1500
2hr 18-Hole FIFA World Cup Themed Portable Mini Golf installation	1250
Insurance & Permits	1250
Event Staffing	600
Social Media Promotion	500
TOTAL EVENT/PROGRAM COST	5100
TOTAL REQUEST FROM CITY OF WOODINVILLE	5100

COMMUNITY PARTNER	REVENUE/PRIVATE MATCH	AMOUNT
	TOTAL REVENUE/PRIVATE MATCH	

SECTION I—CONTACT INFORMATION

Please use this template for your submission for funding from the Community Grant Program for use in the calendar year of 2026. Please attach any supporting documents or materials to the end of this application.

Name of Primary Contact: Lisa North

Title/Role: Teacher/Club Advisor

Organization Name: Women of Influence club

Address: 19819 136th Ave NE, Woodinville, WA 98072

Phone Number: 425-408-7400

E-mail Address: lnorth@nsd.org

Website (if applicable): _____

***Legal Tax Status of your Organization:** W9

**Please provide documentation of tax status (i.e., your W9 or equivalent).*

Secondary Contact Information:

Name: Lisa North

Phone Number: 425-870-4831 (cell #)

E-mail Address: lnorth@nsd.org

SECTION II—EVENT/PROGRAM DESCRIPTION

Please complete the following questions and attached any supporting documentation as appropriate:

1. **This request is for (state total dollar amount for 2026):** $1000.00

2. **What is the funding request for? Please be specific and clear.**

This funding will be used to cover the costs of our annual Women of Influence conference on May 19th 2026. Our mission, as a club, is to give the aspiring female leaders at our high school access to a greater sense of empowerment and sense of direction for their future pursuits in a variety of different fields.We host this conference as a FREE event for attendees. That said, the funding would go directly to the conference itself, primarily to cover the catering costs as well as items for the conference such as: lanyards, notepads, flowers etc).

3. **Where will the event/program take place? Please provide all relevant addresses.**

The event will be held in the Woodinville High School Library as well as the College and Career room.

Place: 19819 136th Ave NE, Woodinville, WA 98072 (WHS Library)
Date: 5/19/26
Time: 6:00 pm-8:30 pm

4. **Please indicate and describe the funding priority goal(s) your event/program addresses:**

❒ Community Promotion/Economic Development—Specify:

_____

■ Community Event—Specify:

This event primarily targets young and aspiring high school students and their professional aspirations. it also brings together women from a variety of fields in the greater Puget Sound region.

_____

❒ Other—Specify:

_____

5. **Please provide a work plan, timeline, and pertinent activities for your event/program.**

We meet as a full club (around eighty-five-ninety participants) around 3-4 times a year culminating in this conference. Our officer team (fourteen students) meets twice a month to plan for the conference primarily. We have secured five of our seven panelists already for the conference and we follow up via email etc. We post often on our Instagram site as well as school bulletin. We secure the catering contract by the end of March and purchase our conference items.

6. **Please describe how this event/program furthers Woodinville's image and goals.**

This conference is an investment in the future of Woodinville and its citizenry. We just held our WOI Alumni panel with speakers that were club officers and attendees from the past. Two students are applying to medical school, one attends Yale and the others the UW. All of them spoke to how the club set them up to see the world as open and possible to them. This club also, much by a side hustle really, has created a network of professional women that see themselves as investors in Woddinvill High School students as well.

7. **Will you be charging any admission to the event/program (admission revenue may be taxable; see Woodinville Municipal Code Section 3.10)?**

We will NOT be charging any admission fees.

8. **(*If applicable*) Please explain how proceeds from the funded event/program will be used. Note that proceeds generated from the funded event/program may only be used for the conducted event/program.**

We will not be making any money from this conference. Any leftover funds goes into an account for the next year's conference.

9. **What is your vision for success for your event/program? Please provide specific outcomes and how you will measure project success that you will report on at the end of the event/program.**

These young women will feel empowered and confident to walk into their professional lives with fervor. This is shown from our amazing alumni and also many of the freshmen that attend for the first time go on to become officers of the club due to the impact this conference has on their lives. Project success looks like our alumni panel and the acheivments that follow.

10. **Please describe the target area/audience the event/program is intended to serve, how it will be accessible to the public and what the public benefit will be of completing this event/program.**

The target audience is the students themselves but also, as noted, the panelists and thei investment in these youth. The conference will be reported on in our weekly newsletter and we plan to try invite local media to attend this event as well.

11. **Please list and describe the roles and relevant mission of your organization—include the community partners who are involved.**

Our mission is to give the aspiring female leaders at our high school access to a greater sense of empowerment and sense of direction for their future pursuits in a variety of different fields. In prior years our event has been extremely successful, and we have received feedback from our attendees saying that the conference was one of the most professional and inspirational events of their year. In past years we have had artists, marine biologists, doctors, lawyers, a state senator, a federal judge, the anchor for King 5 news and Dr. Julie Love who spoke about her experience as the director of quantum computing at Microsoft. These women, along with many others, have become role models within our Woodinville community and their experiences have inspired hundreds of young women. We have had support from the Woodinville Chamber of Commerce as well in the past.

SECTION III—PROJECT BUDGET

Please summarize budget information for your project below. Include any necessary permit or insurance costs as items within your budget request.

BUDGET ITEM/DESCRIPTION	ANTICIPATED COST
Catering for the Conference	900.00
items (lanyards, notebooks pins, flowers, gifts for panelists)	100.00
TOTAL EVENT/PROGRAM COST	1500.00
TOTAL REQUEST FROM CITY OF WOODINVILLE	1000.00

COMMUNITY PARTNER	REVENUE/PRIVATE MATCH	AMOUNT
	TOTAL REVENUE/PRIVATE MATCH	

SECTION I—CONTACT INFORMATION

Please use this template for your submission for funding from the Community Grant Program for use in the calendar year of 2026. Please attach any supporting documents or materials to the end of this application.

Name of Primary Contact: Nicole Monahan

Title/Role: President

Organization Name: Woodinville Arts Alliance

Address: 13110 NE 177th Pl #450
Woodinville, WA 98072

Phone Number: 2065103421

E-mail Address: nicole@woodinvilleartsalliance.com

Website (if applicable): wwwwoodinvilleartsalliance.com

***Legal Tax Status of your Organization:** 501c3
**Please provide documentation of tax status (i.e., your W9 or equivalent).*

Secondary Contact Information:

Name: Katie Farwell (Teen Treasurer)

Phone Number:

E-mail Address: katiefarwell16@gmail.com

SECTION II—EVENT/PROGRAM DESCRIPTION

Please complete the following questions and attached any supporting documentation as appropriate:

1. **This request is for (state total dollar amount for 2026):** $ $4,000

2. **What is the funding request for? Please be specific and clear.**

The funding request is for the Woodinville Teen Arts Alliance programing. This group of teens have applied for and formed an arts council of teens who help to bring more art and community outreach opportunities to Woodinville youth. This programing helps to foster teen & youth engagement in our community as well as mentors them into how to run an art-based business. While the council is made up of 10-12 teens, these teens bring more opportunities to any local teen through their innovative ideas and drive to create more opportunities. The council is run by teens who are mentored every step of the way by professional local artists and small busineses.

3. **Where will the event/program take place? Please provide all relevant addresses.**

Events and programing will take place in downtown Woodinville, Monahan Studio 19920 174th Ave NE, Woodin Creek Leasing lounge and a few out of town field trips to Langley Firehouse Glass and Seattle(Canon Ball Arts).

4. **Please indicate and describe the funding priority goal(s) your event/program addresses:**

☐ Community Promotion/Economic Development—Specify:
Youth Activity Book, business development for teens, community poster hunt

☐ Community Event—Specify:
Art Show, teen led workshops for youth and the elderly, festival booths & facepainting

☐ Other—Specify:
Community Pollinator Sculpture

5. **Please provide a work plan, timeline, and pertinent activities for your event/program.**

March -
1. Community poster hunt. Teens will create Woodinville parks related art, feature it on posters to hang in participating local businesses for the community to engage in a scavenger hunt of sorts to "collect" each art piece through a QR code around town. It will correlate with the WTAA coloring book that is coming out for earth day.
2. Zoom Workshop open to local teens on how to prep line art for coloring books
3. Paint panels for the pollinator pathway program to decorate the fencing for local construction.
April -
1. Teens host a workshop to teach elders at Brittany park how to use a phone to take photographs in the garden and how to send it to family and friends.
2. Coloring books and posters will be revealed at an Earth Day event in conjunction with The Pollinator Pathway organization and the Creative District. Coloring books feature local Woodinville parks.
3. Field trip to Langley for a Glass blowing tour and workshop for the pollinator sculpture build. Offered to local teens & the teen council.
4. Farmer market booth hosted for business minded teen artists. Other various similar booths for those interested.
May -
1. Field trip to Cannonball Arts in Seattle. Offered to local teens & the teen council.
2.Booth for free face painting offered to local youth at the Pollinator Festival at 21 acres.
September & Oct
1. Mentorship program with local artists to create an interactive art exhibit with various types of art that visually shows how music flows. Once the art is created, there will be a show & exhibit open to the

community.
November & December
1. Mentorship to teach the teens how to set up and successfully run an art based business. This will be open to teen council as well as local teens.

6. **Please describe how this event/program furthers Woodinville's image and goals.**

All of the programing offered through the Woodinville Teen Arts Alliance helps to bring community engagement in a positive and constructive way whether it is directly helping the community engage in an event or if it is empowering youth and teens to learn constructive and creative ways to spend their time, give back to the community and help them grow into adults who love their community and continue to give back, making us a stronger community.

7. **Will you be charging any admission to the event/program (admission revenue may be taxable; see Woodinville Municipal Code Section 3.10)?**

No, all programing is completely free to the participating teens and local community.

8. **(*If applicable*) Please explain how proceeds from the funded event/program will be used. Note that proceeds generated from the funded event/program may only be used for the conducted event/program.**

Any money collected throughout the year is donation based and is put back into the programing as outlined above. We have budgeted $800 collected from fundraising. Teen artists learn how to sell their own art at some events and learn how to budget that money. It is a learning & mentorship program.

9. **What is your vision for success for your event/program? Please provide specific outcomes and how you will measure project success that you will report on at the end of the event/program.**

Success will be measured on how many teens and youth participate, what they learn and how much of the community they reach. The teens learn so much from this program and from working together as a council, they learn art and business skills and along the way as well as making new friends and connections in the community.

10. **Please describe the target area/audience the event/program is intended to serve, how it will be accessible to the public and what the public benefit will be of completing this event/program.**

Overall, the benefit is that we as a community support our youth. In turn teens and youth feel empowered and valued which makes our community stronger. The youth truly are our future. The teens are excited to help other youth, elders, and the place we call home.

11. **Please list and describe the roles and relevant mission of your organization—include the community partners who are involved.**

The mission of our organization is to promote the integration and appreciation of art in the day to day life of our community. Each year our partners and mentors change in order to provide new learning experiences. Some partners include, but are not limited to Rohini Mathur, Molten Works, Woodin Creek, and Eastridge Elementary

SECTION III—PROJECT BUDGET

Please summarize budget information for your project below. Include any necessary permit or insurance costs as items within your budget request.

BUDGET ITEM/DESCRIPTION	ANTICIPATED COST
Community Art Show	$2,000
Speakers, Mentors, Workshops, Field Trips	$1,500
Teen Building An Art-Based Business Program	$1,200
Community Outreach	$1000
General Costs	$600
TOTAL EVENT/PROGRAM COST	$6,300
TOTAL REQUEST FROM CITY OF WOODINVILLE	$4,000

COMMUNITY PARTNER	REVENUE/PRIVATE MATCH	AMOUNT
	Fundraising Ornaments	$800
	Sponsorships	$1500
	TOTAL REVENUE/PRIVATE MATCH	$2,300

andream@woodinville.gov. Eligible grant applications will be presented to the Woodinville City Council for consideration of an award.

SECTION I—CONTACT INFORMATION

Please use this template for your submission for funding from the Community Grant Program for use in the calendar year of 2026. Please attach any supporting documents or materials to the end of this application.

Name of Primary Contact: Heather Hendrix-McAdams

Title/Role: Executive Director

Organization Name: Woodinville Repertory Theatre

Address: PO Box 2003, Woodinville, WA 98072

Phone Number: 312-375-2425

E-mail Address: hhmcadams@woodinvillerep.org

Website (if applicable): www.woodinvillerep.org

***Legal Tax Status of your Organization: 501c(3) -IRS Status Letter Attached**

**Please provide documentation of tax status (i.e., your W9 or equivalent).*

Secondary Contact Information:

Name: Jessica Ensley

Phone Number: 425-298-5353

E-mail Address: wrt@woodinvillerep.org

SECTION II—EVENT/PROGRAM DESCRIPTION

Please complete the following questions and attached any supporting documentation as appropriate:

1. **This request is for (state total dollar amount for 2026):** $15,000

2. **What is the funding request for? Please be specific and clear.**

Funding Request for Completion and Expansion of WRT's Social Emotional Learning (SEL) Through Theater Program

Woodinville Repertory Theatre (WRT) is requesting Community Grant funding to complete development and expand implementation of its Social Emotional Learning (SEL) Through Theater program serving Woodinville students in the Northshore School District.

Funding for 2026 will support:

- Completion of Second Semester Curriculum:
- Finalize an additional 18 weeks of SEL-integrated theater lessons
- Produce structured lesson plans and assessment tools
- Align content with Washington State SEL standards

Teaching Artist Compensation:

- Fund professional teaching artists for the 2026 school year
- Deliver classroom instruction at Woodmoor and Woodin Elementary
- Provide an estimated 150+ instructional hours
- Serve an estimated 1,000 students

Development of Training & Implementation Videos:

- Create lesson-specific training videos to allow Woodinville teachers to independently implement the program
- Reduce long-term reliance on outside instructors
- Ensure consistency and sustainability within Woodinville schools

Community Impact

- This program strengthens student confidence, communication skills, teamwork, and emotional regulation while supporting teachers with structured arts-based SEL tools.
- By completing the full-year curriculum and producing implementation materials, WRT will create a sustainable, Woodinville-developed educational resource that can be utilized across NSD schools without ongoing increases in staffing costs.
- This request aligns with the City of Woodinville's funding priorities by supporting youth education, community engagement, and innovative arts programming that directly benefits local students and families.

3. **Where will the event/program take place? Please provide all relevant addresses.**

The Social Emotional Learning (SEL) through Theater program will take place at Woodmoor and Woodin Elementary Schools, with the potential to expand to additional elementary (Wellington) and middle schools (Leota) in the Northshore School District, depending on available funding.

Development

- Location: Woodinville Repertory Theatre (Administrative Work)
- Address: Woodinville Repertory Theatre, The Restaurant at DeLille Cellars, 14300 NE 145th St Suite 100, Woodinville, WA 98072 and the Sammamish Valley Grange, 14654 148th Ave NE, Woodinville, WA 98072
- Curriculum development meetings will take place in collaboration with district counselors, teachers, and theater professionals through a combination of in-person and virtual meetings.

Implementation

- **Primary School Partners:**
  - Woodin Elementary School, 12950 NE 195th St, Bothell, WA 98011
  - Woodmoor Elementary School, 12225 NE 160th St, Bothell, WA 98011
  - The program will serve primarily 2nd–5th grade classrooms. A large portion of the student population at Woodmoor and Woodin Elementary are Woodinville residents.

- **Potential Expansion Sites (Pending Funding)**
  - Additional Northshore School District schools: Wellington Elementary, 16501 NE 195th St, Woodinville, WA 98072 and Leota Middle Schools, 19301 168th Ave NE, Woodinville, WA 98072

The program will take place during the school day in classrooms, ensuring that all students receive a standardized and interactive SEL lesson through theater techniques. Additional SEL-based activities will be incorporated into the recess club already running at Woodin Elementary, reinforcing key concepts in a fun and engaging environment.

4. **Please indicate and describe the funding priority goal(s) your event/program addresses:**

✓ Community Promotion/Economic Development—Specify:

This program creates paid employment for professional teaching artists and administrators serving Woodinville schools during the 2026 academic year.

By completing a full-year SEL-through-theater curriculum and creating teacher training materials, WRT is developing a sustainable educational resource rooted in Woodinville. This strengthens Woodinville's reputation as a city that supports innovative arts-based education and cross-sector collaboration between public schools and the local creative community.

A strong arts presence in local schools enhances Woodinville's appeal to families and reinforces the city's investment in youth development and cultural vitality.

- ✓ Community Event—Specify:

School-Based Arts & Education Initiative

This initiative will provide approximately 150+ instructional hours during the 2026 school year and directly serve an estimated 1,000+ NSD elementary students at Woodmoor and Woodin Elementary, with potential pilot work at the middle school level.

Instruction is delivered during the school day and integrated into classroom curriculum, ensuring equitable access for all participating students.

The program may include classroom-based culminating presentations or showcases that allow families and school staff to see student growth in communication, collaboration, and confidence.

- ✓ Other—Specify: **Youth Education & Community Well-Being**

This program supports youth social-emotional development through structured, performance-based learning.

Students build measurable skills in:

• Emotional regulation
• Communication
• Conflict resolution
• Empathy and perspective-taking
• Teamwork and collaboration

The curriculum aligns with Washington State SEL standards and provides consistent, structured delivery rather than fragmented or informal implementation.

5. **Please provide a work plan, timeline, and pertinent activities for your event/program.**

Summary of Timeline & Milestones

Timeframe	Key Activities
January – June 2026	Continue Teaching artist at Woodmoor Elementary, while running recess clubs at Woodin Elementary, and Developing the 2nd semester SEL curriculum and videos
June – July 2026	Review Surveys and feedback. Review impact, assess expansion opportunities
August 2026	Edit and finalize full year curriculum.
September-December 2026	Expand to additional schools, integrate into district-wide SEL program

6. **Please describe how this event/program furthers Woodinville's image and goals.**

The Social Emotional Learning (SEL) through Theater program directly aligns with the City of Woodinville's vision by enhancing education, community well-being, and cultural enrichment. This initiative strengthens Woodinville's reputation as a city that values youth development, supports the arts, and fosters meaningful community engagement.

1. Supports Woodinville's Commitment to Education & Youth Well-Being

    - Woodinville's Comprehensive Plan prioritizes community well-being, access to quality education, and youth support services.
    - This program addresses a critical educational need by helping schools meet Washington State's SEL education requirements in an innovative and engaging way.
    - By equipping students with communication, teamwork, conflict resolution, and emotional regulation skills, this program builds stronger, more resilient future community members.

2. Enhances Woodinville's Identity as a Hub for Arts & Culture

    - The City of Woodinville has invested in arts and cultural programming as part of its community identity.
    - By integrating performance arts into education, this program positions Woodinville as a leader in innovative arts-based learning. Furthermore, it makes Woodinville a better place to live by increasing the quality of the local schools offerings.
    - Strengthening local arts education contributes to a vibrant, culturally rich community, attracting families and potential future funding for arts initiatives.

3. Demonstrates Community-Centered Innovation & Collaboration

    - This program is a collaborative effort between Woodinville Repertory Theatre, Northshore School District, local educators, and city leadership—showcasing the city's ability to foster creative, cross-sector partnerships.
    - Bringing arts professionals into the classroom highlights Woodinville's investment in local talent, workforce development, and economic growth within the creative sector.
    - The program is scalable, meaning it can expand to other schools and community organizations over time, further enhancing its long-term impact.

4. Promotes Woodinville as a Family-Friendly & Forward-Thinking City

    - This initiative directly benefits Woodinville families, ensuring that local students receive consistent, high-quality social-emotional learning through engaging and interactive experiences.
    - A strong arts education presence attracts families to the area, reinforcing Woodinville as a community that values education, creativity, and youth empowerment.

- By helping students develop confidence, empathy, and problem-solving skills, this program contributes to Woodinville's long-term goal of fostering engaged, well-rounded citizens.

This program is a transformative, community-driven effort that reflects Woodinville's values of education, collaboration, and cultural growth. By funding this program, the City of Woodinville strengthens its image as a forward-thinking, arts-supportive, and youth-focused community that invests in its future leaders.

7. **Will you be charging any admission to the event/program (admission revenue may be taxable; see Woodinville Municipal Code Section 3.10)?**

   No. There will be no admission charge for students, schools, or families.

   The SEL Through Theater program is provided free of charge to participating Northshore School District schools to ensure equitable access for all students regardless of socioeconomic background.

   To support sustainability, WRT supplements program costs through additional education grants, class revenue, private donations, PTA partnerships where appropriate, and organizational support funds. City grant funds are used exclusively for curriculum development and teaching artist compensation for this program.

8. **(*If applicable*) Please explain how proceeds from the funded event/program will be used. Note that proceeds generated from the funded event/program may only be used for the conducted event/program.**

   The SEL Through Theater program does not generate admission revenue.

   If supplemental funding is secured through restricted education grants or PTA support, those funds will be reinvested directly into the program for:

   • Expanded instructional hours
   • Additional school participation
   • Curriculum refinement
   • Teaching artist training

   All City of Woodinville funds will be used exclusively for program implementation and development in compliance with grant requirements.

9. **What is your vision for success for your event/program? Please provide specific outcomes and how you will measure project success that you will report on at the end of the event/program.**

   Students demonstrate measurable growth in communication, emotional regulation, and collaborative skills through structured, arts-based SEL instruction.

2026 Measurable Outcomes

• 150+ instructional hours delivered
• 1,000 NSD students served
• Completion of full-year curriculum (18–24 weeks of sequenced lessons)
• Development of teacher implementation video modules
• At least 75% positive teacher feedback regarding student engagement and instructional value

Measurement Tools

• Pre- and post-program teacher surveys
• Teaching artist observational tracking of student participation
• Counselor feedback on classroom climate impact
• Participation rates and lesson completion tracking

WRT will compile findings into a final report to the City documenting instructional hours, students served, feedback results, and curriculum completion milestones.

10. **Please describe the target area/audience the event/program is intended to serve, how it will be accessible to the public and what the public benefit will be of completing this event/program.**

Target Audience

Elementary students at Woodmoor and Woodin Elementary Schools, with exploration of middle school adaptation within Northshore School District.

Estimated 1,000 Woodinville students will participate during the 2026 school year.

Accessibility

• Provided during the school day
• No participation fees
• Accessible to all students in participating classrooms

Public Benefit

• Strengthens classroom climate and peer relationships
• Supports academic engagement through improved communication and collaboration
• Reduces burden on teachers by providing structured SEL curriculum support
• Builds emotionally resilient youth who contribute positively to the Woodinville community

A well-supported student population contributes to long-term community well-being, civic engagement, and family stability within Woodinville.

11. **Please list and describe the roles and relevant mission of your organization—include the community partners who are involved.**

Woodinville Repertory Theatre (WRT) is a nonprofit organization dedicated to enriching the community through high-quality theatrical productions, arts education, and outreach programs. We believe that theater is a powerful tool for storytelling, emotional expression, and community engagement, and we are committed to making the performing arts accessible to all.

Our mission is to:

Provide professional-quality theater experiences that entertain, educate, and inspire.
Offer arts education programs that develop confidence, creativity, and communication skills in students of all ages.
Engage the community by using theater as a medium to connect, uplift, and inspire dialogue.

Roles of WRT in the Community

- **Producing High-Quality Theatrical Performances**
  WRT stages professional-caliber productions that bring compelling stories to life for the Woodinville community.
  We partner with local actors, directors, and designers to showcase regional talent.

- **Arts Education & Youth Engagement**
  We provide theater workshops, camps, and in-school programs to students of all ages.
  The Social Emotional Learning (SEL) through Theatre program integrates performance arts with emotional intelligence education, helping students develop empathy, confidence, and collaboration skills.

- **Community Outreach & Partnerships**
  WRT actively collaborates with schools, local businesses, and civic organizations to bring the arts to a wider audience.
  We create affordable and accessible arts experiences, ensuring theater remains a vital part of the Woodinville community.

Community Partners

• **Northshore School District** — Curriculum collaboration and school implementation
• **Woodmoor & Woodin Elementary Schools** — Classroom integration and site support
• **Local PTAs** — Potential supplemental program support
• **City of Woodinville** — Community Grant partner
• **King County Council** — Recent grant support
• **4Culture & ArtsFund** — Regional grant supporters
• **Woodinville Arts Alliance & Creative District stakeholders** — Cultural collaboration
• **Woodinville Chamber of Commerce and Local Businesses**

Conclusion

Woodinville Repertory Theatre is a trusted cornerstone of the local arts community, fostering creativity, education, and civic engagement. Through partnerships with schools, businesses, city leadership, and arts organizations, we continue to expand the reach and impact of theatre in Woodinville, ensuring youth and families have access to the transformative power of the performing arts.

SECTION III—PROJECT BUDGET

Please summarize budget information for your project below. Include any necessary permit or insurance costs as items within your budget request.

BUDGET ITEM/DESCRIPTION	ANTICIPATED COST
Curriculum Development 40 hours	$1,760
Instructional Video Creation	$1,188
Spring 2026 Instruction	$13,744
Fall 2026 Instruction	$15,350
TOTAL EVENT/PROGRAM COST	$ 32,042
TOTAL REQUEST FROM CITY OF WOODINVILLE	$15,000

COMMUNITY PARTNER	REVENUE/PRIVATE MATCH	AMOUNT
WRT	Revenue generated from other WRT programs	$6,000
Grant Funding	Received 4 Culture grant that can assist and Applying for other grant funding	$10,000

PTA & Community support	Approach PTAs to support the programs	$1,042
	TOTAL REVENUE/PRIVATE MATCH	$17,042

SECTION IV— FINANCIAL STATEMENT & INSURANCE CERTIFICATE

Please include a copy of your organization's most recent **annual financial statement** and **certificate of insurance** along with this application. Without these attachments, your application will be considered incomplete.

Informal community groups that do not have the items mentioned above are encouraged to partner with a local non-profit organization that can help sponsor and accept grant funding on behalf of your group.

For assistance, contact Andrea McCullough by phone at 425-489-2700 or email: andream@woodinville.gov.

WOODINVILLE

Report to the City Council

Meeting Date:	March 17, 2026
Agenda Item:	FIFA World Cup 2026 Watch Party: Boyle
Staff Contact:	McKenzie Boyle, Management Analyst

Issue:	Shall the City Council authorize the City Manager to allocate funding for a FIFA World Cup 2026 Watch Party at Wilmot Gateway Park?
Recommended Motions:	I MOVE THAT THE CITY COUNCIL ALLOCATE FUNDING FOR A FIFA WORLD CUP 2026 WATCH PARTY AND AUTHORIZE THE CITY MANAGER TO TAKE THE NECESSARY ACTIONS TO IMPLEMENT THIS DECISION.

Staff Report

Agenda Item Number: 10.

CITY OF WOODINVILLE, WA

REPORT TO THE CITY COUNCIL

17301 133rd Avenue NE, Woodinville, WA 98072
WWW.CI.WOODINVILLE.WA.US

To: Honorable City Council **Date:** March 17, 2026
By: McKenzie Boyle, Management Analyst
Subject: FIFA World Cup 2026 Watch Party

FINANCIAL ACTION SUMMARY		
Expenditure Required	**Amount Budgeted/Approved**	**Additional Amount Required**
$30,000	$12,500	$17,500

ISSUE: Shall the City Council authorize the City Manager to allocate funding for a FIFA World Cup 2026 Watch Party at Wilmot Gateway Park?

RECOMMENDATION: Authorize the City Manager to allocate funding for a FIFA World Cup 2026 Watch Party at Wilmot Gateway Park.

BACKGROUND:

World Cup is coming to the Seattle region in the summer of 2026. The tournament is set to be the largest World Cup in history. Staged across three host nations, the United States, Canada, and Mexico, the tournament features 16 host cities, 48 teams, and 104 matches from June 11 - July 19, 2026. Seattle is a host city for the 2026 FIFA World Cup, with six matches taking place at Lumen Field on June 15, June 19 (Team USA game), June 24, June 26, July 1, and July 6.

The 2026 World Cup offers an opportunity to showcase local pride and bring neighbors, families, businesses, and visitors together to celebrate the game of soccer. Earlier this year, the Woodinville Chamber of Commerce in partnership with the City unveiled the Woodinville Welcomes the World Campaign which aims to both position Woodinville as a premier destination for World Cup tourists and provide information and opportunities for local businesses to participate in the festivities.

To capitalize on the excitement surrounding World Cup, the City of Woodinville proposes to host a “Woodinville Welcomes the World Watch Party” at Wilmot Gateway Park. This event advances the City’s strategic initiatives outlined in the 2022-2026 Strategic Plan.

Initiative 4: Strengthen Woodinville’s social infrastructure.
Objective: Residents are engaged in activities and events that strengthen connections and sense of community.

DISCUSSION:

The City approached the Woodinville Chamber of Commerce for support running the Watch Party. The Chamber agreed to lead, with City support, planning, coordination, and operation of the event. The proposed event will run similar to a Celebrate Woodinville Summer concert and feature local food trucks, and a beer/wine garden.

Event Details

This proposed free community event will take place on **Saturday June 27th from 2:00pm to 9:00pm** and will include the screening of three full matches:

- Panama vs. England, 2:00pm
- Colombia vs. Portugal, 4:30pm
- Jordan vs. Argentina, 7:00pm

The Watch Party is expected to be a significant driver of economic activity downtown, drawing regional visitors to the area and driving increased food and beverage spending from locally sourced event vendors as well as other Woodinville businesses. It also follows a match at Lumen Field the prior day (June 26), which could be an opportunity to bring visitors already in the region for that weekend for that event to the Woodinville event the next day.

Costs

LED Screen Rental: The City plans to rent an LED screen from the City of Kirland to stream the games. The 17' x 10' screen is battery operated and includes on-board speakers. Kirkland City staff will transport, set up, and operate the screen for the duration of the event.

Woodinville Chamber of Commerce Event Costs: Woodinville Chamber of Commerce event expenses include facilities and event management, insurance, marketing, and Chamber staff time.

Streaming Connection in Wilmot Gateway Park: The City plans to lease Starlink equipment and on-site service for internet connection to stream the matches. Costs include on-site delivery, setup, operation, teardown, and unlimited data.

FIFA Viewing License: World Cup Public Viewing Events must obtain a viewing license from FIFA to show World Cup matches. The City has submitted a licensing request to FIFA and is waiting to hear back regarding cost.

The costs are set by the media partners (FOX, Telemundo) and are linked to the expected number of spectators at the event. Below is the fee structure from FIFA World Cup 2022. Please note this is not confirmed to be the same for 2026 and is subject to change at FIFA's sole discretion. Based on reports of attendance at the Celebrate Woodinville Concert Series, the City expects between 2,001 and 5,000 spectators to attend the Woodinville Welcomes the World Watch Party throughout the event.

- Spectators: up to 1,000 = $1,000
- Spectators: 1,001 - 2,000 = $2,000
- **Spectators: 2,001 – 5,000 = $4,000**

In 2022, a Public Viewing Event License was valid for all matches of the Competition unless otherwise regulated with the Licensor. City staff are corresponding with FIFA regarding licensing only one day of the tournament.

Summary of Costs

Item	Cost
LED Screen Rental	$7,000
Woodinville Chamber of Commerce Event Costs	$13,675 (estimate)
Streaming Connection in Wilmot Gateway Park	$2,206 (estimate)
FIFA Viewing License	$4,000 (estimate)
Contingency (10%)	$2,668
Total	**$29,549**

Current budget accounts for $12,500 in economic development implementation funds. An end-of-year budget adjustment will likely be required to cover the remainder of event costs.

RECOMMENDED MOTION:

I MOVE THAT THE CITY COUNCIL ALLOCATE FUNDING FOR A FIFA WORLD CUP 2026 WATCH PARTY AND AUTHORIZE THE CITY MANAGER TO TAKE THE NECESSARY ACTIONS TO IMPLEMENT THIS DECISION.

ATTACHMENTS:

1. Site Map

Woodinville Welcomes the World Watch Party Site Map

48'' Tall Fence Panel

Report to the City Council

Meeting Date:	March 17, 2026
Agenda Item:	Resolution No. 675: Green Partners LLC Development Agreement: Grumbach/Buchanan
Staff Contact:	Robert Grumbach, Development Services Director
Additional Submitted by:	Brandon Buchanan, City Manager

Issue:	Shall the City Council approve Resolution No. 675 authorizing the City Manager to sign a development agreement between the City of Woodinville and Green Partners LLC for a proposed development of 19.17 acres?
Recommended Motions:	I MOVE TO APPROVE RESOLUTION NO. 675 REGARDING THE GREEN PARTNERS LLC DEVELOPMENT AGREEMENT, AS PRESENTED OR I MOVE TO APPROVE RESOLUTION 675 REGARDING THE GREEN PARTNERS LLC DEVELOPMENT AGREEMENT SUBJECT TO THE FOLLOWING CHANGES AND AUTHORIZE THE CITY MANAGER TO TAKE ACTIONS NECESSARY TO INCORPORATE THE SAME INTO THE DEVELOPMENT AGREEMENT: • ADD, AMEND OR DELETE THE FOLLOWING IN THE DEVELOPMENT AGREEMENT [STATE THE PARAGRAPH/EXHIBIT AND THE INTENT OF THE CHANGE]

Staff Report

Agenda Item Number: 11.

CITY OF WOODINVILLE, WA

REPORT TO THE CITY COUNCIL

17301 133rd Avenue NE, Woodinville, WA 98072
WWW.CI.WOODINVILLE.WA.US

To:	Honorable City Council	**Date:** March 17, 2026
By:	Robert J Grumbach, AICP, Development Services Director Brandon Buchanan, City Manager	
Subject:	Resolution No. 675: Green Partners LLC Development Agreement	

ISSUE: Shall the City Council approve Resolution No. 675 authorizing the City Manager to sign a development agreement between the City of Woodinville and Green Partners LLC for a proposed development of 19.17 acres?

RECOMMENDATION: Consider the terms of the proposed Development Agreement and, if satisfied, approve Resolution No. 675.

POLICY DECISION: City Council action on a Development Agreement is discretionary. Approval of a Development Agreement is a contract that obligates the City and Green Partners LLC to comply with the terms of the agreement.

DISCUSSION:

1. Green Partners LLC applied for a development agreement (File No. DEC25002) for the following proposed development called "Midtown Woodinville" involving 19.17 acres at 13625 NE 175th Street:

    - 1,300 residential dwelling units (multifamily apartments, senior living, and townhomes;
    - 200-room hotel;
    - 89,000 square feet of commercial space consisting of retail, restaurants, and office.
    - Project is to be developed in five to seven phases with road improvements developed in two phases.

Concept Site Plan Exhibit B of Agreement

2. The proposed development agreement is set forth in Attachment 2 to this staff report. Highlights include:

    a. Authorizes the project to have residential dwelling units on the ground floor. This authorization is limited to street fronts as shown in Exhibit O and may also be internal to individual blocks provided there is at least 30 feet of commercial or active uses between the dwelling units and any street.

b. Outlines infrastructure improvements include completion of 138th Avenue NE, NE 175th Street frontage improvements, improvements to 139th Avenue NE, and new internal roads to support the development.

c. Vests the project to the current Unified Development Code. This includes Ordinance No. 804.

d. Vests traffic and park impact fees based on the execution date of the agreement. There is no vesting to school impact fees.

e. The Development Agreement will be for a term of 10 years.

f. Development regulations are applied on a whole site basis rather than individual phases.

g. Approves haul routes for heavy duty construction vehicles such as dump trucks.

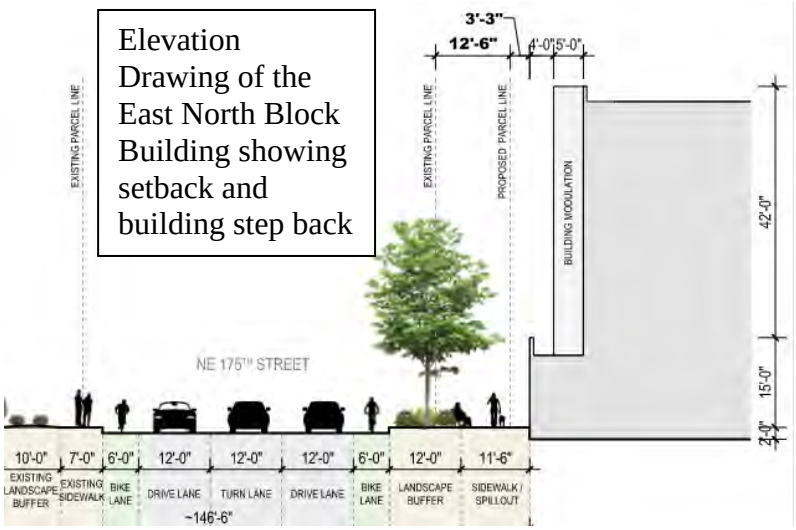
Other terms in the agreement include how amendments are handled, the allowance for Green Partners LLC to assign the rights in this agreement to another party, agreement is binding on successors, and other standard provisions.

3. The agreement grants eligibility for the following:

- The 75-foot height allowance in the East Frame Design District provided listed public benefits in the code are provided.
- The 2.5:1 Residential Floor Area Ratio bonus provided listed public benefits in the code are included.
- Design Standard interim departures for adaptive reuse of the existing warehouse building.
- The use of interim conditions relating to the adaptive reuse of the existing warehouse building.
- Vesting the Urban Stream Designation Amendment.

4. The agreement also establishes a requirement for buildings along NE 175th Street to incorporate setbacks from the street and building step backs that are add-on to those required by the zoning code. See Exhibit P for all three blocks.

Elevation Drawing of the East North Block Building showing setback and building step back



PUBLIC BENEFITS (Attachment 2, Exhibit I):

5. The following public benefits are specified in the agreement:

   a. Affordable Housing.

      - Minimum requirements. The development agreement provides Green Partners LLC with two options:

         o Provide at least 10 percent of the total housing units as income-restricted for households earning 80 percent of the Area Median Income (AMI) or less adjusted for household size. Under this option, the affordable housing would not be eligible for the Multifamily Housing Property Tax Exemption (MFTE).

         OR

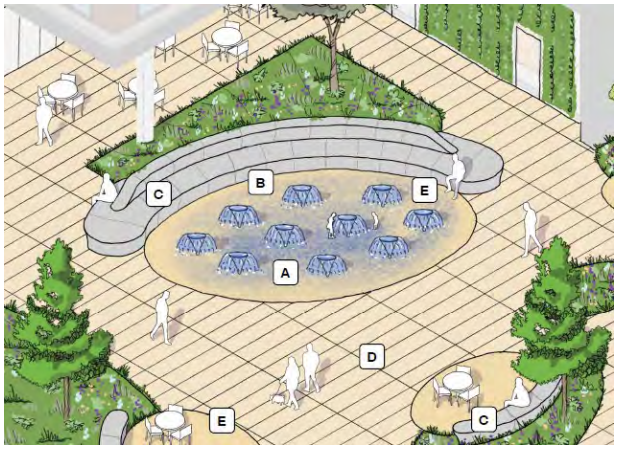
         o Provide at least 15 percent of the total housing units as income-restricted for households earning 60 percent of AMI or less adjusted for household size. Under this option, the project is eligible for MFTE.

      - Eligibility. A phase must fully satisfy the requirements of the MFTE program to be eligible for the property tax break. Multiple phases may also be combined to qualify for the MFTE program.

      - Miscellaneous. The Residential Care Facility units are not included in this count. The first phase of the project is required to have affordable housing with the first two phases of the project having a minimum of 40 income-restricted housing units. The minimum number of income-restricted housing units at full build-out is 100 units regardless of if this exceeds the above minimum percentages.

      - Re-allocation of affordable units. The proposed development agreement includes an allowance for affordable housing units in the first two phases to be re-allocated and placed in future phases of development. The purpose of this allowance is to provide Green Partners LLC with an allowance to partner or sell a future phase to a developer who solely focuses on building affordable housing projects if beneficial to the City

   b. Public Spray Park Feature. Green Partners and City will jointly work to design, build, and operate a "spray park feature" that is accessible to the public during normal daytime hours on a seasonal basis. The minimum size of the spray park feature is 900 square feet and includes a plaza that is at least 5,600 square feet in size. Green Partners agrees to contribute $200,000 towards an agreed upon cost for the feature, and the City will also contribute $200,000. Green Partners is also responsible for the cost of the surrounding plaza and restrooms.

      Green Partners will be responsible for the first year of operation and maintenance of the spray park feature after which the City assumes operational and maintenance costs. Green Partners retains responsibility for the surrounding plaza. The City may in the future discontinue its

responsibilities to operate and maintain the spray park feature (if for example, budget tightening requires such- the purpose being that the City is not perpetually locked into an expense) after which Green Partners may re-acquire the spray park feature and at their discretion decide whether to continue or discontinue operations of the spray park feature.

c. Two public plazas along NE 175th Street with a minimum of 4,500 square feet in area.

d. Advanced payment of $1 million in park impact fees. These impact fees will apply as future credits as housing units are built.

e. Dedication of right-of-way for the future 138th Avenue NE/NE 171st Street roundabout regardless of whether Green Partners moves forward with their project.

f. Miyawaki Forest. Green Partners LLC agreed to install a minimum of 3,000 square feet of landscaping implementing the Miyawaki Forest method.

g. Pollinator-friendly Landscaping. While the Woodinville Municipal Code requires landscaping to use Northwest native plantings, Green Partners LLC agreed to emphasize also using pollinator-friendly plant species.

h. Additionally, the Woodinville Municipal Code requires public benefits to be provided to unlock development bonuses authorized by this development agreement.

6. The following is a summary of the road improvements included with the project. The phasing of these improvements is shown in Exhibit F of the agreement.

a. 138th Avenue NE Extension between NE 175th Street and NE 171st Street.

b. Frontage improvements along NE 175th Street.

c. 139th Avenue NE improvements from NE 175th Street NE and curve and connecting into NE 173rd Street.

d. NE 173rd Street improvements.

e. NE 174th Street and 137th Avenue NE street improvements.

OTHER PUBLIC BENEFITS:

7. A unique element of the agreement is allowing an adaptive reuse of the existing warehouse utilizing flexible design standards. This includes allowing the use of the existing parking lots without investing in upgrades to meet current code requirements. The adaptive reuse of the existing warehouse expires when the agreement expires. If the warehouse is still utilized after the agreement expires, all parking and the

warehouse building will have to be upgraded to current development standards, including design standards.

The picture to the right is from Exhibit H, Figure 2 and shows a conceptual layout of the warehouse building and the interim condition of the associated parking lot.

Green Partners LLC agreed the adaptive reuse will be for the purpose of a public "market" and to implement this within 18 months of the agreement.

CHANGES FROM MARCH 3 DRAFT:

8. The following edits/revisions have been incorporated into the agreement since March 3.

    a. The Haul Routes in Exhibit E were revised and new conditions added to Paragraph 7 of the agreement including Green Partners LLC being responsible for repair damage caused by hauling operations and a full-width repair and overlay to NE 175th Street where the haul route is located.

    b. Exhibit P regarding 175th building step backs was added to the agreement.

    c. Various non-substantive edits and corrections were made to the document.

ALTERNATIVES:

1) Approve Resolution No. 675, as presented
2) Continue review and discussion at the next meeting
3) Take no action, provide direction to Staff

RECOMMENDED MOTIONS:

I MOVE TO APPROVE RESOLUTION NO. 675 REGARDING THE GREEN PARTNERS LLC DEVELOPMENT AGREEMENT, AS PRESENTED

OR

I MOVE TO APPROVE RESOLUTION 675 REGARDING THE GREEN PARTNERS LLC DEVELOPMENT AGREEMENT SUBJECT TO THE FOLLOWING CHANGES AND AUTHORIZE THE CITY MANAGER TO TAKE ACTIONS NECESSARY TO INCORPORATE THE SAME INTO THE DEVELOPMENT AGREEMENT:

- **ADD, AMEND OR DELETE THE FOLLOWING IN THE DEVELOPMENT AGREEMENT [STATE THE PARAGRAPH/EXHIBIT AND THE INTENT OF THE CHANGE]**

ATTACHMENTS:

1) Resolution No. 675
2) Development Agreement with Exhibits

RESOLUTION NO. 675

RESOLUTION OF THE WOODINVILLE, WASHINGTON CITY COUNCIL APPROVING AND AUTHORIZING THE EXECUTION OF A DEVELOPMENT AGREEMENT WITH GREEN PARTNERS LLC; AND AUTHORIZING THE CITY MANAGER TO TAKE ADDITIONAL ACTIONS CONSISTENT WITH SUCH AGREEMENTS AND THIS RESOLUTION.

WHEREAS, the Washington State legislature authorizes development agreements pursuant to RCW 36.70B.170 through 36.70B.210; and

WHEREAS, the City Council set forth the procedures and criteria for development agreements in Chapter 21.85 WMC; and

WHEREAS, Green Partners, LLC requested to enter into a development agreement with the City Council for a proposed development of 19.17 acres of land described as the Midtown Woodinville project; and

WHEREAS, upon review of the Midtown Woodinville Traffic Impact Analysis (March 2025, Transpogroup) the City determined that the project proposed with the mitigation measures set forth in the development agreement meets the City's standards for transportation concurrency approval and mitigates any significant adverse impacts to the City's transportation system; and

WHEREAS, after providing notice consistent with WMC 21.85.030, the Planning Commission held a public hearing to receive public testimony on the proposal on January 28, 2026; and

WHEREAS, the City issued a project Mitigated Determination of Nonsignificance (DNS), File No. SEP25001, for the development pursuant to WAC 197-11-340(2) and WAC 197-11-350 on August 25, 2025; and

WHEREAS, after the Woodinville Planning Commission reviewed the proposal and received public comments, they sent the proposed Development Agreement along with public comments and suggestions on the proposed terms of the development agreement to the City Council; and

WHEREAS, the Woodinville City Council received and considered the public comments and Planning Commission suggestions on the proposed terms of the development agreement; and

WHEREAS, the City Council finds that approval of this development agreement will promote public health, safety, and general welfare within the City of Woodinville and is in the City's best interest.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF WOODINVILLE, WASHINGTON, HEREBY RESOLVES AS FOLLOWS:

Section 1. Approval of Development Agreement. The Woodinville City Council hereby approves the Development Agreement between the City of Woodinville and Green Partners LLC for redevelopment of real property, as shown in Exhibit A, and authorizes the City Manager to execute the same in substantially the form as shown in Exhibit A.

RESOLVED this _____ day of _____ 2026

_____
Sarah Arndt, Mayor

ATTEST/AUTHENTICATED:

_____
Katie Hanke, City Clerk

DEVELOPMENT AGREEMENT

City of Woodinville and
Green Partners, LLC

THIS DEVELOPMENT AGREEMENT ("Agreement") is entered into as of **March 17 2026**, by and between GREEN PARTNERS, LLC a Washington limited liability company ("Owner"), and the CITY OF WOODINVILLE, a Washington optional municipal code city (the "City"). Owner and City are sometimes referred to herein individually as "Party" or collectively as the "Parties".

BACKGROUND AND CONTEXT

A. Owner owns a site approximately 19.17 acres in size and more particularly described on **Exhibit A** attached hereto (the "Real Property"), which Real Property is in the Central Business District zone of the City.

B. Woodinville Municipal Code ("WMC") 21.85.020 et seq. authorizes the execution of development agreements which address the "ground rules" for review and development applications and construction of projects, define the scope and timing of projects, confirm applicable regulations, and specify mitigation measures. This Agreement between Owner and the City is a collaboration that will provide mutual benefit for the parties, residents, and businesses of the Woodinville downtown, and the region.

C. Owner is proposing the demolition of existing improvements on the Real Property and the construction of a new development to be known as **MIDTOWN WOODINVILLE** (the "Project"). The Project is expected to include a mix of uses, including but not limited to retail, restaurants, office, hotel, and dwelling units (multifamily apartments, senior living, and townhomes). A conceptual overall site plan for the Project (the "Overall Site Plan") is shown on **Exhibit B** attached hereto. All the uses would be integrated into the Project in a manner that supports the vision and goals of the City's Comprehensive Plan and its Eleven Guiding Principles, the Downtown Vision and Illustrative Guide, and the Downtown Streetscape Master Plan adopted by Resolution Nos. 430 and 630.

D. Given the size of the Project, it is not reasonable to construct the entire development at one time, and therefore, as set forth in Section 5 below, the Project is expected to be constructed in phases (each, a "Phase"). The area of each anticipated Phase is shown on the Overall Site Plan.

E. Owner and the City agree that the Project is projected to provide benefits to the City in the form of developer-constructed public improvements such as the northern portion and southern portion of the 138th Avenue NE extension, NE 171st Street and 138th Avenue NE intersection, the extension of 139th Avenue NE to NE 173rd St, frontage improvements to NE 175th Street and NE 173rd Street, street and sidewalk improvements, open space, public landscaping, as well as new services and amenities for the Central Business District neighborhood.

F. Providing for the proposed development of the Real Property affirms existing Comprehensive Plan policies for the Central Business District neighborhood and supports the City's goals for economic growth through the provision of additional housing, additional accommodations for businesses, and public amenities for current and future citizens of the City.

G. Owner and the City desire to establish provisions for the future development of the Real Property consistent with the amount and type of development planned for the Central Business District neighborhood.

H. Both the City and Owner recognize the benefits that both would derive from long term planning and development of the Real Property.

A development agreement must be approved by ordinance or resolution after a public hearing. A public hearing for this Agreement was held by the Planning Commission on January 28, 2026. The City Council approved this Agreement by Resolution No. 675 on March 17, 2026. The City issued a project Mitigated Determination of Non-significance on August 20, 2025.

AGREEMENT

NOW, THEREFORE, in consideration of the promises, covenants, and provisions set forth herein, the receipt and adequacy of which consideration is hereby acknowledged, the Parties agree as follows:

1. **Project Description**. The Project consists of clearing, grading, and demolition of existing ground improvements and parking lots on the Real Property and the construction of a mixed-use development on the Real Property generally consistent with the Overall Site Plan attached hereto as **Exhibit B** and consisting of approximately 1,300 dwelling units (multifamily apartments, senior living, and townhomes), 200 hotel rooms, and 89,000 square feet of commercial space, consisting of, but not limited to uses such as retail, restaurants, and office. Primary vehicular access to the Project will be provided by NE 175th Street, NE 173rd Street, NE 171st Street, and the future 138th Avenue NE grid road. Notwithstanding the provisions of this Agreement, Owner may elect to build all, part, or none of the proposed Project depending on conditions at the Real Property and/or market conditions, provided that if Owner ceases development of the Real Property after commencing construction of any Phase (as defined in Section 5 below), the construction of that Phase must be completed or otherwise brought to conditions that are in compliance with the Vested Code.

2. **Permitted Uses**. All uses permitted by applicable zoning in the Vested Code (as defined in Section 12 below) shall be permitted within the Project.

3. **Maximum Allowable Development**. The maximum amount of development on the Real Property is proposed to be 1,300 dwelling units, 200 hotel rooms, and 89,000 square feet of commercial space as calculated by applicable zoning regulations in the Vested Code. If the applicable zoning regulations increase the maximum allowable development on the Real Property above this threshold, then Owner may request to be bound by future amendments as provided in Section 15 below.

4. **Applicable Development Standards**.

   4.1 Development Standards. The Project shall be subject to the development standards established by the applicable provisions of the Vested Code, provided that:

      4.1.1. Height. Buildings and structures on the Property shall be authorized to be built to the bonus height standards beyond the Maximum Height in the Vested Code as permitted by WMC 21.32.040(4)(b) (57-foot maximum) and WMC 21.32.040(4)(c) (75-foot maximum height in the East Frame Design District), provided all conditions for the height bonuses are satisfied.

      4.1.2. Residential Density. Buildings on the Property shall be authorized for bonus residential floor area ratios set forth in WMC 21.32.050(3), including the bonus residential floor area ratio of two and one half ((2.5:1) usable floor area/lot area in square feet) set forth in WMC 21.32.050(3)b) and WMC 21.11A.070, provided the Project or a phase thereof contributes public benefits consistent with the corresponding subsection of WMC 21.32.050(3).

      4.1.3. Private Streets. Subject to review and approval by the Public Works Director, the Project shall be authorized to develop certain internal private streets that will be

built to the road standard generally set forth on the Road Standards diagram attached hereto as **Exhibit C**.

4.1.4. Ground Floor Residential. Ground floor residential is authorized provided the conditions for public benefits in WMC 21.42.040(3) are satisfied. Ground floor residential uses are only approved as shown in Exhibit O.

4.1.5. Open Space. Each phase of the Project must comply with requirements under the WMC as they relate to Open Space requirements but shall be measured as per the amount required throughout the entire project, allowing for flexibility between Phases, consistent with Section 5.1 below.

4.1.6. Whole Site. Because of the integrated nature of this Project, which will continue to function as one site, while being divided into separate lots and built in different phases, compliance with development standards, including, but not limited to, improvements to site access, interior circulation, parking areas, open space, drainage facilities, landscaping, density requirements such as maximum floor area ratio, allowed ground-floor residential, required ground-floor commercial, and coverage standards shall be calculated by considering the entire Real Property; provided, adequate measures approved by the City are recorded to ensure future compliance with development standards.

4.1.7. Design Standards. Substantial compliance with The City of Woodinville Downtown Vision & Illustrative Guide: June 2018, approved by the City Council pursuant to Resolution No. 524 shall be achieved with design standards for the Project, as authorized by WMC 21.33.030. The design review procedures in the commercial design standards shall apply.

4.1.8. Warehouse Adaptive Reuse Standards. Owner will seek temporary use permits to retrofit and adaptively-reuse the existing warehouse building and attached structures consisting of roughly 16,000 square feet located at 13621 NE 175th Street (Parcel #s 1026059096 & 1026059055). As an interim condition, not to exceed the length of this agreement, the Owner seeks departures from the design standards that may be authorized under WMC 21.33.030 for the specific departures described and illustrated in Exhibit G and interim conditions described in Exhibit H.

4.1.9. 175th Building Step Back. Buildings facing and within 20 feet of the NE 175th Street right-of-way shall incorporate a building step backs into building facades fronting NE 175th Street as shown in Exhibit P.

5. **Phasing & Flexibility**.

5.1 The Project is anticipated to be constructed in phases as shown on the Overall Site Plan, which may or may not correspond to their actual order. The Owner may modify development of the phases and the mix of development in each phase at its discretion, provided such modifications are consistent with the applicable terms of this agreement and the Vested Code.

5.1.1. Phase 1 / East Block: Will be located south of NE 175th Street and east of 138th Avenue NE.

5.1.2. Phase 2 / North Block: Will be located west of 138th Avenue NE and immediately south of NE 175th Street.

5.1.3. Phase 3 / Central Block: Will be located west of 138th Avenue NE and immediately north of NE 173rd Street.

5.1.4. Phase 4 / West Block: Will be located west of Phase 2 and Phase 3 and immediately south of NE 175th Street.

5.1.5. Phase 5 / South Block: Will be located east of 138th Avenue NE and south of Woodin Creek.

5.1.6. Adequacy of Infrastructure at Each Phase. Each Phase shall be designed so that the necessary infrastructure to support that Phase (including water, sewer, stormwater management, electrical power, streets, and other utilities) is either in place or will be built with that Phase and does not rely on infrastructure to be built in a later Phase. In addition, for purposes of transportation mitigation, phasing of transportation infrastructure will be as described in Section 6 below.

5.2 Completion of Phases. Owner may, at Owner's discretion, develop each Phase separately or may develop multiple Phases simultaneously. Owner may develop Phases in such order as Owner deems prudent and desirable at Owner's discretion. For the avoidance of doubt, the numbers used to identify each Phase are for identification purposes only. The sequential nature of such identifiers shall not be interpreted to require that any Phase must be developed before or after any other Phase. Upon issuance of a certificate of occupancy ("CO") for any Phase of the Project, the Owner may request, and the City may approve and, if approved, the Owner shall record a Certificate of Satisfaction, in a form substantially similar to the notice attached as **Exhibit D**, for that Phase.

6. **Mitigation of Project Transportation Impacts**. Along with payment of transportation impact fees, Owner shall mitigate associated transportation impacts by constructing infrastructure improvements for each phase of the Project and, with the exception of any incomplete improvements otherwise subject to an agreement between City and Owner, must complete and obtain acceptance of the improvements from the City, including as-builts approved, right-of-way and easements dedicated, prior to issuance of a final CO for any building in that Phase consistent with WMC 21.62.120.

6.1 Construction Impacts. Construction of transportation improvement work will be separated into East Phase and West Phase work. The East Phase is comprised of and triggered by any work within the East Block or South Block phases. The West Phase is comprised of and triggered by any work within the North Block, Central Block, or West Block phases.

6.2 East Phase Transportation Improvements.

6.2.1. During the East Phase, Owner shall: (i) construct and dedicate to the City or contribute funding for certain public improvements that are part of the City's Six-Year Schedule of Transportation System Improvement Projects and constitute system improvements as defined in WMC 3.39.030 ("System Improvements"); (ii) construct and dedicate to the City certain improvements that are internal to the Project site or otherwise do not qualify as System Improvements (as further defined below, "Project Infrastructure Improvements"); and (iii) dedicate real property for purposes of public right-of-way and public easement use by the City (as further defined below, "Dedications"), all generally shown in **Exhibit F**.

6.2.2. Category 1 - East Phase System Improvements. "System Improvements" for purposes of the East Phase are:

6.2.2.1. Street improvements to 138th Avenue NE between NE 175th Street and NE 173rd Street; and

6.2.2.2. Street improvements to 138th Avenue NE between NE 173rd Street and NE 171st Street; and

6.2.2.3. Stream crossing bridge on 138th Avenue NE over Woodin Creek; and

6.2.2.4. Intersection connection at NE 171st Street and 138th Avenue NE with the transition to existing streets as shown in **Exhibit F**; provided, that if prior to the expiration of this agreement, the intersection is constructed as a roundabout, the Owner's contribution shall be its proportionate share, constituting the percentage of trips through such intersection attributable to the Project as determined by a Traffic Impact Analysis acceptable to the City.

6.2.3. Category 2 – East Phase Project Infrastructure Improvements. "Project Infrastructure Improvements" for purposes of the East Phase are:

6.2.3.1. Frontage improvements along NE 175th Street frontage, repair any pavement damaged during installation of utilities as directed and approved by the Public Works Director.

6.2.3.2. Street improvements to 139th Avenue NE from NE 175th Street to NE 173rd Street as shown in **Exhibit F**.

6.2.4. Category 3 - Dedications. "Dedications" for purposes of the East Phase are dedications to the City of the following real property interests:

6.2.4.1. Public right-of-way as needed to the City along the entire frontage of Phase 1 of the Real Property;

6.2.4.2. Public right-of-way and easements associated with construction of 138th Avenue NE and NE 171st Street Improvements to the City; and

6.2.4.2.1 Dedication of this right-of-way and/or easements, at the discretion of the City, and as generally shown in **Exhibit F**, necessary to construct the design and alignment of a roundabout as determined by the City, shall be the obligation of Owner by virtue of this Development Agreement regardless of whether the Project or any phase thereof is developed or abandoned by Owner. Dedication will occur either at time of construction of improvements as part of East Phase or termination of this agreement per Section 16 of this agreement. Owner shall be entitled to Transportation Impact Fee Credits as provided for in WMC 3.39.110 for the Right-of-Way dedication under this Section 6.2.4.2.

6.2.4.3. Public right-of-way and easements associated with construction of 173rd Street NE

6.2.4.3.1 Dedication of this right-of-way and easements, necessary to construct the design and alignment for 173rd Street NE, as determined by the City, shall be the obligation of Owner upon execution of this Development Agreement regardless of whether project or phase is developed or abandoned. Dedication will occur either at time of construction improvements constructed as part of East Phase or

termination of this agreement per Section 16. Termination of this agreement shall not terminate this obligation.

6.2.4.4 Public right-of-way and easements associated with construction of 139th Avenue NE to the City as shown in **Exhibit F**.

6.3 West Phase Transportation Improvements. During the West Phase, Owner shall construct the "West Phase Improvements" that are generally shown in Exhibit F. The West Phase Improvements shall be installed so that each Phase within the North, Central, and West Block has adequate infrastructure per Section 5.1.6. Improvements required for work in each Block in the West Phase are identified in this Section 6.3.

6.3.1. North Block Improvements

6.3.1.1. Construction of street improvements to NE 174th Street from 138th Avenue NE west to 137th Avenue NE; and

6.3.1.2. Dedication of public access easements to the City associated with the construction of NE 174th Street and 137th Avenue NE.

6.3.1.3. Construction of street improvements to 137th Avenue NE from NE 174th Street to NE 175th Street; and

6.3.1.4. Construction of frontage improvements and repairing any pavement damaged during installation of utilities, as directed, and approved by the Public Works Director, along NE 175th Street along the north property line of the Real Property in conformance with the alignment shown in **Exhibit F**.

6.3.2. Central Block Improvements

6.3.2.1. Construction of street improvements to NE 174th Street from 138th Avenue NE west to 137th Avenue NE; and

6.3.2.2. Construction of street improvements to 137th Avenue NE from NE 173rd Street to NE 174th Street; and

6.3.2.3. Construction of frontage improvements and repair any pavement damaged during installation of utilities, as directed, and approved by the Public Works Director, along 173rd Street NE along the south property line of the Real Property; and

6.3.2.4. Dedication of public right-of-way and/or public access easements to the City associated with the construction of NE 174th Street, 137th Avenue NE as shown in **Exhibit F**.

6.3.3. West Block Improvements

6.3.3.1. Construction of street improvements to 137th Avenue NE from NE 173rd Street to NE 175th Street; and

6.3.3.2. Dedication of public right-of-way and/or access easements to the City associated with the construction of NE 174th Street as shown in **Exhibit F**.

6.3.3.3. Construction of frontage improvements and repairing any pavement damaged during installation of utilities, as directed, and approved by the Public Works Director, along NE 175th Street along the north property line of the Real Property in conformance with the alignment shown in **Exhibit F**.

7. Haul Route(s): Owner may utilize 138th Avenue NE south of NE 175th Street, and NE 171st Street for construction. Owner may utilize NE 175th Street east of 138th Avenue NE to access 140th Ave NE when necessary for construction for Phase 1 only. Owner may utilize temporary construction access from NE 171st Street and a pre-existing crossing over Woodin Creek on the property south of 139th Avenue NE until it will be removed for creek mitigation. A depiction of construction haul routes is included in Exhibit E.

7.1 Haul routes may be modified by mutual agreement between the City and Owner. Areas depicted as "restricted" in Exhibit E shall require approval of the City prior to use.

7.2 Owner shall be required to repair damage caused as a result of hauling operations.

7.3 Owner agrees to pay for and construct full-width mill and overlay repair, as detailed by City, for NE 175th Street between 138th Avenue NE and 140th Avenue NE upon conclusion of hauling operations.

8. **Transportation Impact Fee Credits/Refunds**. The City shall provide transportation impact fee credits for the actual direct and indirect costs of design and construction of system improvements in accordance with WMC 3.39.110.

9. **Development & Subsequent Approvals**. The Project may utilize approvals previously granted by the City, and the Parties agree that the Owner shall be required to obtain certain subsequent approvals as required by the Woodinville Municipal Code.

9.1 Environmental Review. The Project has been reviewed pursuant to the requirements of SEPA. A project Mitigated Determination of Non-Significance ("MDNS") was issued for the Project on August 20, 2025.

9.2 Concurrency. The City's transportation concurrency regulations are adopted in accordance with the Growth Management Act (see RCW 36.70A.070(6)(b)). Their purpose is to ensure that the City's transportation system is adequate to serve future development at the time the development is available for occupancy without decreasing current service levels below established minimum standards. The City has reviewed a traffic impact analysis (*MIDTOWN Woodinville Transportation Impact Analysis*) prepared by Transpo Group dated March 10, 2025, and determined that all Phases of the Project satisfy the City's standards for transportation concurrency approval and mitigate any significant adverse impacts to the City's transportation system. Transportation concurrency is granted for the following:

- 1,300 dwelling units;
- 45,000 square feet of restaurant space;
- 36,500 square feet of retail space;
- 7,500 square feet of Tasting Room space; and
- 200-room hotel.

9.3 Urban Stream Designation. The portion of Woodin Creek located on the Real Property has been designated an Urban Stream (see **Exhibit L**) pursuant to previous WMC 21.51.410(1)(b)(iv) and applied to the project pursuant to WMC 21.51.120(9), and the critical area determination in File No. CAD21004 as amended by File No. CAD21004.A01. Mitigation measures to qualify for Urban Stream designation shall be installed pursuant to the conditions set forth in the Urban Stream Designation Amendment set forth in Exhibit L.

9.4 Subsequent Approvals. The Parties agree that the Owner shall be required to obtain from the City several future permits and approvals for development of the Property (collectively, the "Subsequent Approvals"). Subsequent Approvals may include, but are not limited to, the following: Binding Site Plan/Boundary Line Adjustment, site plan reviews, site development permits, design review approvals, right-of-way and building permits. Subsequent Approvals shall be reviewed and approved pursuant to the Vested Code as set forth in Section 12.

10. **Utilities**. The Project will provide for all sanitary sewer, water, and storm water utilities.

10.1 Sanitary Sewer. The Project will connect to existing sanitary sewer lines located on or adjacent to the Real Property. Certificate of Sewer Availability is required for each phase of the development from Woodinville Water District.

10.2 Water. The Project will connect to existing water lines located on or adjacent to the Real Property. Certificate of Water Availability is required for each phase of the development from Woodinville Water District.

10.3 Storm Water. Storm water runoff from the Project will be treated as required by the 2021 King County Storm Water Design Manual and any amendments to the manual adopted by the City as well as other applicable regulations, including detention and treatment in underground vaults on the Real Property.

11. **Public Benefits**. Owner shall provide the public benefits set forth on **Exhibit I** attached hereto. Consistent with the public benefits provisions for development agreements in WMC 21.85.020(2) and WMC 21.85.040(4), the public benefits of affordable housing will be provided in multifamily rental phases of the Project. The Project also will provide public benefits and utilize additional height and density (residential floor area ratio) bonuses under the incentive options provided in WMC 21.32.040 and WMC 21.32.050.

12. **Vested Rights**. The regulations referenced in this Section 12 shall be referred to as the "Vested Code."

12.1 Development Regulations. Owner shall have the right to develop the Property, including construction of uses, amenities and infrastructure, subject to this Agreement and City development regulations in Titles 21, 12, and 15 WMC and the provisions of the 2024 Woodinville Comprehensive Plan as they exist on the Effective Date of this Agreement (as defined by Section 17.17) for the full duration of this Agreement.

12.2 Impact Fees. Transportation, park, and school impact fees will be paid prior to building permit issuance consistent with the following:

12.2.1. Transportation Impact Fees. For the duration of this Agreement, Owner shall be vested to and responsible to pay to the City at building permit issuance a transportation impact fee of $3,760 per p.m. peak hour person trip pursuant to Chapter 3.39 WMC.

12.2.2. Park Impact Fees. For the duration of this Agreement Owner shall be vested to and responsible to pay to the City at building permit issuance a park Impact fee of $3,175 per dwelling unit pursuant to Chapter 3.36 WMC.

12.2.3. School Impact Fees. For the duration of this Agreement, Owner shall be responsible for paying school impact fees in effect at the time of the issuance of a building permit pursuant to Chapter 3.38 WMC.

12.2.4. Offsets to Impact Fees. Payment of transportation and park impact fees shall be subject to any credits and refunds Owner is eligible for under Chapters 3.36 and 3.39 WMC, including the fair market value of any right-of-way dedicated for a qualifying transportation improvement.

12.3 Building Code Standards. Notwithstanding the provisions of Section 12.1, the State Building and Energy Codes set forth in Chapters 19.27 and 19.27A RCW and as adopted by the City in Chapter 21.62 WMC that are in effect as of the date of the filing of complete application for each building permit within the Project, and not Section 12.1, shall govern the City's review and approval of each building permit within the Project.

12.4 Other Regulations & Compliance.

12.4.1. As provided for in RCW 36.70B.170(4), the City reserves the authority to impose new or different officially adopted regulations of general applicability, but only if and to the extent required by a serious threat to public health and safety, as determined by the City Council after notice and an opportunity to be heard has been provided to Owner. Further, the proposed development shall not vest against any environmental protection regulations the adoption or revision of which is mandated by state or federal law. The Project shall not be subject to any development moratoria the City may adopt after the date of this Agreement unless necessitated by a serious threat to the public health, safety, and welfare, or as may be required by mandates in state or federal law.

12.4.2. In addition to any other easements and dedications required herein, Owner shall provide the City with easement(s) or other recorded authorization(s) for the City or its designee to enter onto the Real Property as and where reasonably necessary in order to inspect storm drainage facilities located on the Real Property and discharging, directly or indirectly, to the City's storm drainage systems. The City may apply such requirements as conditions for approving permits or other City approvals.

13. **Environmental Review**. Environmental Review for the build-out of the Project was completed and a SEPA decision for a Mitigated Determination of Non-Significance ("MDNS") was issued. No further environmental review is anticipated for all Subsequent Approvals unless such future actions require an addendum or new environmental review pursuant to WAC 197-11-600 as adopted by reference in WMC 21.52.210.

14. **Modifications to WMC**. Although the Project shall be vested to the development regulations in effect on the date of this Agreement, Owner may request to be bound by future amendments to the WMC. Such request shall be reviewed and decided as an amendment of the agreement consistent with Section 15. Except for the Termination Date (as defined in Section 16.1), any of the dates set forth in this Agreement may be revised administratively by agreement between Owner and City Manager, or designee.

15. **Amendment of Agreement**. This Agreement (including the Exhibits hereto) contains all terms, conditions, and provisions agreed upon by the Parties, and shall not be modified except by written

amendment executed by both Parties. Without limitation of the provisions of Section 17.14 hereof, Green Partners' successor(s) to the Real Property or to one or more Phases of the Project comprising any lot lying within the Real Property, as established by the BSP, may seek amendment of this Agreement solely with respect to such successor's lot(s), subject to the terms of all recorded private covenants or restrictions applicable to such lot(s). The City shall have no obligation to determine whether any private covenants or restrictions apply to such lot(s).

15.1 Major Modifications. A "Major Modification" is an alteration that changes the original purpose or intent of the Project, increases the intensity of the Project, or creates or increases any significant impacts as determined by the City Manager. This may also include Owner requests to be bound by future amendments to the Woodinville Municipal Code that such modification the City Manager determines should be decided by the City Council.

15.2 Minor Modifications. A "Minor Modification" is an alteration to the Project that does not change the original purpose or intent of the Project, does not increase the intensity of the Project, and does not create or increase any significant impacts as determined by the City Manager.

15.3 Modification Process. A Major Modification must obtain approval from the City Council following the procedures set forth in WMC 21.85. A Minor Modification may be approved by the City Manager, or designee. The City Manager or designee shall determine whether a proposed modification is major or minor under this Section 15.

16. **Term of Agreement**. The term of this Agreement shall be ten (10) years from the Effective Date (as defined by Section 17.17).

16.1 The date that is ten (10) years from the Effective Date shall be the "Termination Date".

16.2 This Agreement shall terminate upon the earliest of (i) the Termination Date, (ii) issuance of the certificate of occupancy for the final Phase of the Project, and (iii) the effective date of a written notice by Owner to the City terminating this Agreement. Upon such termination, the City shall record a notice of termination in a form substantially similar to that notice attached as **Exhibit M**.

16.3 Termination of this Agreement shall not affect, cancel or result in termination of any of Owner's obligations under applicable law (i) to comply with the City Comprehensive Plan and the terms and conditions of any applicable zoning or land use regulation or other land use entitlements approved with respect to the Real Property, or (ii) to pay assessments, liens, fees or taxes (all of the foregoing, collectively, "Post Termination Obligations"). The Post Termination Obligations shall continue to run with the land comprising the Real Property and shall be binding on Owner or its successors and assignees acquiring any interest in the Real Property or any portion thereof by or through Owner.

17. **General Provisions**. This Agreement includes General Provisions as outlined below:

17.1 Notice. A notice required by this Agreement between the City and Owner shall be in writing and either: (a) delivered personally, (b) sent by electronic transmission with an additional copy sent by overnight delivery service, or (c) deposited in the U.S. Mail, Certified Mail, postage prepaid, return receipt requested, and addressed as follows:

If to the City: City Manager
City of Woodinville
17301 133rd Avenue NE

Woodinville, WA 98072
Phone: 425-489-2700

If to Owner: Green Partners, LLC
P.O. Box 654
Kirkland, WA 98083
Phone: 425-889-7900
jasonh@cascademgt.com

Notice by hand delivery or by overnight delivery service shall be effective upon receipt. If deposited in the U.S. Mail, notice shall be deemed delivered forty-eight (48) hours after deposited. If sent by electronic transmission, such notice shall be effective upon receipt. Any Party at any time giving notice to the other Party may designate a different address or person to which such notice or communication shall be given.

17.2 Interpretation. The Parties intend this Agreement to be interpreted to the full extent authorized by law as an exercise of the City's authority to enter into development agreements pursuant to RCW 36.70B.170, et seq., and this Agreement shall be construed to exclude from the scope of this Agreement and to reserve to the City, only that police power authority which is prohibited by law from being subject to a mutual agreement with consideration. If any terms of this Agreement conflict with otherwise applicable provisions of the WMC, the terms and conditions of this Agreement shall control to the extent legally permissible.

This Agreement has been reviewed and revised by legal counsel for both Parties, and no presumption or rule construing ambiguity against the drafter of the document shall apply to the interpretation or enforcement of this Agreement. Nothing herein shall be construed as: (a) a waiver of the City's constitutional and statutory powers; or (b) implying that the City is contracting away its constitutional and statutory powers, except as otherwise authorized by law.

17.3 Headings. The headings in this Agreement are inserted for reference only and shall not be construed to expand, limit, or otherwise modify the terms and conditions of this Agreement.

17.4 Incorporation of Recitals. The Recitals contained in this Agreement are hereby incorporated into this Agreement as if fully set forth herein.

17.5 Covenant of Good Faith and Cooperation. The Parties agree to take further actions and execute further documents, either jointly or within their respective powers and authority, to implement the intent of this Agreement. Each Party covenants to use its best efforts and work cooperatively in order to secure the benefits, rights and cooperative development of the Property. The Parties shall not unreasonably withhold requests for information, approvals or consents provided for in this Agreement.

17.6 Severability. If any term or provision of this Agreement, or the application of any term or provision of this Agreement for a particular situation, is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remaining terms and provisions of this Agreement, or the application of this Agreement to other situations, shall continue in full force and effect unless amended or modified by mutual consent of the Parties.

17.7 Necessary Acts. Each Party shall execute and deliver to the other all other further instruments and documents that are reasonably necessary to carry out and implement this Agreement and/or Project Approvals as may be necessary to provide the Party with a full and complete enjoyment of its rights and privileges under this Agreement.

17.8 Authority. Each Party respectively represents and warrants that it has the power and authority, and is duly authorized, to enter into this Agreement on the terms and conditions herein stated, and to deliver and perform its obligations under this Agreement.

17.9 Entire Agreement. This Agreement represents the entire agreement of the Parties with respect to the subject matter hereof. There are no other agreements, oral or written, except as expressly set forth herein.

17.10 Covenant Running with the Land. This Agreement and all provisions contained herein shall be enforceable as equitable servitudes and shall constitute covenants running with the land pursuant to Washington law.

17.11 Recording. A memorandum of this Agreement shall be recorded against the Property as a covenant running with the land and shall be binding on Green Partners and its successors and assigns. The memorandum shall be substantially in the form attached as **Exhibit N**.

17.12 Covenants Not Inconsistent with Project Approvals and/or This Agreement. Owner and its successors and assigns shall have the right to record such Covenants, Conditions and Restrictions ("CC&Rs") against all or any portion of the Property provided that those CC&Rs are not inconsistent with the requirements or conditions set forth in any Project Approval or this Agreement. Such CC&Rs may be executed and recorded without review or approval by the City, except as may be required by the WMC.

17.13 No Third-Party Beneficiary. This Agreement is made and entered into for the sole protection and benefit of the Parties hereto and their successors and assigns. No other person shall have any right of action based upon any provision of this Agreement.

17.14 Successors and Assigns. Owner shall have the right to assign or transfer all or any portion of its interest, rights, obligations or responsibilities in this Agreement, including Subsequent Approvals, to third parties acquiring an interest in Owner or the Real Property, or any portion thereof, including, without limitation, purchasers or long-term ground lessees of individual lots comprising a portion of the Real Property. Such assignments or transfers shall be made pursuant to a written agreement without the necessity of consent by the City. This Agreement shall be binding upon and shall inure to the benefit of the parties and their successors as provided by RCW 36.70B.190.

17.15 Attorneys' Fees. In the event of any dispute concerning this Agreement, the prevailing Party (or substantially prevailing Party, if no one Party prevails entirely) shall be entitled to receive its attorneys' fees and costs at trial, at any alternative dispute resolution proceeding, and on appeal.

17.16 Exhibits. This Agreement includes the following exhibits which are incorporated herein by this reference as if fully set forth:

Exhibit A:	Legal Description of Real Property
Exhibit B:	Overall Site Plan
Exhibit C:	Road Standards
Exhibit D:	Certificate of Satisfaction
Exhibit E:	Haul Routes
Exhibit F:	Public Improvements
Exhibit G:	Warehouse Adaptive Reuse Standards- Design Departures
Exhibit H:	Warehouse Adaptive Reuse Standards- Interim Conditions
Exhibit I:	Public Benefits
Exhibit J	NE 175th St Public Plaza
Exhibit K	Spray Park Feature

Exhibit L: Urban Stream Designation
Exhibit M: Notice of Termination
Exhibit N: Memorandum of Agreement
Exhibit O: Locations approved for ground floor residential uses
Exhibit P: Building Façade Step Backs Facing NE 175th Street

17.17 Effective Date. This Agreement shall be effective upon the last date this Agreement was executed by all Parties (the "Effective Date"). Agreement shall be null and void if not fully executed by both parties and copies of such provided to both parties within 90 days of approval action by the City.

17.18 Counterparts. This Agreement may be signed in two or more counterpart copies with the same effect as if the signature to each counterpart copy were on a single instrument. Each counterpart shall be deemed an original as to any party whose signature it bears, and all such counterparts shall constitute one document.

17.19 Governing Law and Venue. This Agreement shall be governed by and construed in accordance with the laws of the State of Washington. Venue and jurisdiction to enforce all obligations under this Agreement shall lie in the King County Superior Court.

[Signatures on the following page.]

IN WITNESS WHEREOF, the Parties have executed this Agreement on the date first set forth above.

CITY OF WOODINVILLE
a Washington Municipal Optional Code City

_____ Date: _____
Brandon Buchanan, City Manager

APPROVED AS TO FORM:

_____
Jeffrey Ganson, City Attorney

GREEN PARTNERS, LLC
a Washington limited liability company
By Mount Tolt Holdings, LLC, its Managing Member

_____ Date: _____
Brian Ainsworth
Head of Real Estate Asset Management

STATE OF WASHINGTON)
) ss.
COUNTY OF KING)

On this day personally appeared before me Brandon Buchanan, to me known to be the City Manager of the City of Woodinville that executed the within and foregoing instrument and acknowledged the said instrument to be the free and voluntary act and deed of said limited liability company, for the uses and purposes therein mentioned, and on oath stated that said individual is authorized to execute said instrument.

GIVEN under my hand and official seal this ____ day of _____, 2026.

NOTARY PUBLIC in and for the State of Washington, residing at _____
My commission expires _____

STATE OF _____)
) ss.
COUNTY OF _____)

The foregoing instrument was acknowledged before me this _____ day of _____, 2026, by Brian Ainsworth as an Authorized Signatory of Mount Tolt Holdings, LLC, a Washington limited liability company.

WITNESS my hand and official seal.

Signature

_____

_____(Seal)

_____

EXHIBITS

[BEGIN ON NEXT PAGE]

EXHIBIT A

LEGAL DESCRIPTION OF REAL PROPERTY

RECORD LEGAL DESCRIPTION FOR AREA 1

PARCEL A:
THE WEST HALF OF THE SOUTHEAST QUARTER OF THE NORTHEAST QUARTER OF THE SOUTHWEST QUARTER OF SECTION 10, TOWNSHIP 26 NORTH, RANGE 5 EAST W.M., IN KING COUNTY, WASHINGTON, MORE PARTICULARLY DESCRIBED AS FOLLOWS:
BEGINNING AT A POINT 40 RODS SOUTH AND 20 RODS WEST OF THE NORTHEAST CORNER OF THE SOUTHWEST QUARTER OF SAID SECTION;
THENCE SOUTH 40 RODS;
THENCE WEST 20 RODS;
THENCE NORTH 40 RODS;
THENCE EAST 20 RODS TO THE POINT OF BEGINNING.
EXCEPT ROADS.
TOGETHER WITH A STRIP OF LAND 16.5 FEET WIDE DESCRIBED AS FOLLOWS:
BEGINNING AT A POINT 330 FEET WEST OF THE NORTHEAST CORNER OF THE SOUTHWEST QUARTER OF SAID SECTION;
RUNNING THENCE SOUTH 660 FEET;
THENCE WEST 16.5 FEET;
THENCE NORTH 660 FEET;
THENCE EAST 16.5 FEET OF THE PLACE OF BEGINNING;
EXCEPT THE WEST 0.5 FEET OF THE SOUTH 107 FEET OF THE NORTH 140 FEET THEREOF.
AND EXCEPT ROADS.
EXCEPT THAT PORTION THEREOF CONVEYED TO KING COUNTY, A POLITICAL SUBDIVISION OF THE STATE OF WASHINGTON BY DEED RECORDED JANUARY 27, 1992 UNDER RECORDING NO. 9201270405.

PARCEL B:
PARCEL E OF WOODIN CREEK VILLAGE WOODINVILLE BLA 14002, AS RECORDED FEBRUARY 19, 2015 UNDER KING COUNTY RECORDING NO. 20150219900001 AND AS MODIFIED BY AFFIDAVIT OF CORRECTION RECORDED JUNE 3, 2015 UNDER RECORDING NO. 20150603000291, IN KING COUNTY, WASHINGTON.

PARCEL C:
PARCEL D OF WOODIN CREEK VILLAGE WOODINVILLE BLA NO. 14002, AS RECORDED FEBRUARY 19, 2015 UNDER KING COUNTY RECORDING NO. 20150219900001 AND AS MODIFIED BY AFFIDAVIT OF CORRECTION RECORDED JUNE 3, 2015 UNDER RECORDING NO. 20150603000291, IN KING COUNTY, WASHINGTON.

PARCEL D:
LOT 2 OF KING COUNTY SHORT PLAT NO. 1176046, AS RECORDED JANUARY 19, 1977 UNDER KING COUNTY RECORDING NO. 7701190699, IN KING COUNTY, WASHINGTON.

PARCEL D-1:
AN EASEMENT FOR INGRESS AND EGRESS OVER THE NORTH 286.00 FEET OF THE EAST 60.00 FEET OF THE WEST 200.00 FEET OF THAT PORTION OF THE NORTHEAST QUARTER OF THE SOUTHWEST QUARTER OF SECTION 10, TOWNSHIP 26 NORTH, RANGE 5 EAST, W.M., IN KING COUNTY, WASHINGTON, DESCRIBED AS FOLLOWS:
BEGINNING AT A POINT 446 FEET WEST AND 30 FEET SOUTH OF THE NORTHEAST CORNER OF SAID SUBDIVISION;
THENCE SOUTH 2°48’27” EAST 627.7 FEET, MORE OR LESS, TO THE NORTH LINE OF A TRACT OF LAND DEEDED TO THEODORE L. CALKINS;

THENCE SOUTH 88°22’26” WEST ALONG THE NORTH LINE OF SAID CALKINS TRACT AND SAID LINE PRODUCED 325 FEET;
THENCE NORTH 2°48’27” WEST 625.5 FEET, MORE OR LESS, TO THE SOUTH LINE OF COUNTY ROAD;
THENCE EAST ALONG THE SOUTH LINE OF SAID ROAD 325 FEET, MORE OR LESS, TO THE POINT OF BEGINNING.

PARCEL E:
LOT 4 OF KING COUNTY SHORT PLAT NO. 1176046, RECORDED JANUARY 19, 1977 UNDER RECORDING NO. 7701190699, IN KING COUNTY, WASHINGTON.

PARCEL F:
LOT 4, KING COUNTY SHORT PLAT 976079, RECORDED MARCH 16, 1977 UNDER RECORDING NO. 7703160466, KING COUNTY, WASHINGTON.

PARCEL G:
THAT PORTION OF THE NORTH HALF OF THE SOUTHWEST QUARTER OF SECTION 10, TOWNSHIP 26 NORTH, RANGE 5 EAST, W.M., IN KING COUNTY, WASHINGTON, DESCRIBED AS FOLLOWS:
BEGINNING AT THE NORTHWEST CORNER OF THE NORTHEAST QUARTER OF THE SOUTHWEST QUARTER OF SAID SECTION;
THENCE SOUTH 0°43’48” WEST, ALONG THE WEST LINE OF SAID NORTHEAST QUARTER OF THE SOUTHWEST QUARTER 30.00 FEET TO THE TRUE POINT OF BEGINNING;
THENCE CONTINUE SOUTH 0°43’48” WEST ALONG SAID WEST LINE 159.56 FEET;
THENCE NORTH 89°19’17” WEST 26.28 FEET;
THENCE SOUTH 0°40’43” WEST 232.88 FEET;
THENCE NORTH 89°43’29” EAST 130.08 FEET TO A LINE 104.00 FEET EAST OF AND PARALLEL WITH THE WEST LINE OF SAID NORTHEAST QUARTER OF THE SOUTHWEST QUARTER;
THENCE NORTH 0°43’48” EAST ALONG SAID PARALLEL LINE 389.65 FEET;
THENCE NORTH 88°59’33” WEST 104.00 FEET TO THE TRUE POINT OF BEGINNING.

APN: 102605-9042-04
APN: 102605-9047-09
APN: 102605-9060-01
APN: 102605-9107-06
APN: 102605-9141-04
APN: 102605-9096-09
APN: 102605-9055-08

AREA 2

PARCEL A:
LOT 1, KING COUNTY SHORT PLAT NUMBER 1176046, RECORDED JANUARY 19, 1977 UNDER RECORDING NUMBER 7701190699, IN KING COUNTY, WASHINGTON.

PARCEL A-1:
AN EASEMENT FOR INGRESS, EGRESS AND UTILITIES OVER THE NORTH 286.00 FEET OF THE EAST 60.00 FEET OF THE WEST 200.00 FEET OF THAT PORTION OF THE NORTHEAST QUARTER OF THE SOUTHWEST QUARTER OF SECTION 10, TOWNSHIP 26 NORTH, RANGE 5 EAST, W.M., DESCRIBED AS FOLLOWS:
BEGINNING AT A POINT 446 FEET WEST AND 30 FEET SOUTH OF THE NORTHEAST CORNER OF SAID SUBDIVISION;
THENCE SOUTH 2°48’27” EAST 627.7 FEET, MORE OR LESS, TO THE NORTH LINE OF A TRACT OF LAND DEEDED TO THEODORE L. CALKINS;
THENCE SOUTH 88°22’26” WEST ALONG THE NORTH LINE OF SAID CALKINS TRACT AND SAID LINE PRODUCED 325 FEET;

THENCE NORTH 2°48’27” WEST 625.5 FEET, MORE OR LESS, TO THE SOUTH LINE OF COUNTY ROAD;
THENCE EAST ALONG THE SOUTH LINE OF SAID ROAD 325 FEET, MORE OR LESS, TO THE POINT OF BEGINNING.

PARCEL B:
LOT 3, KING COUNTY SHORT PLAT NUMBER 1176046, RECORDED JANUARY 19, 1977 UNDER RECORDING NUMBER 7701190699, IN KING COUNTY, WASHINGTON.

PARCEL B-1:
AN EASEMENT FOR INGRESS, EGRESS AND UTILITIES OVER THE NORTH 286.00 FEET OF THE EAST 60.00 FEET OF THE WEST 200.00 FEET OF THAT PORTION OF THE NORTHEAST QUARTER OF THE SOUTHWEST QUARTER OF SECTION 10, TOWNSHIP 26 NORTH, RANGE 5 EAST, W.M., DESCRIBED AS FOLLOWS:
BEGINNING AT A POINT 446 FEET WEST AND 30 FEET SOUTH OF THE NORTHEAST CORNER OF SAID SUBDIVISION;
THENCE SOUTH 2°48’27” EAST 627.7 FEET, MORE OR LESS, TO THE NORTH LINE OF A TRACT OF LAND DEEDED TO THEODORE L. CALKINS;
THENCE SOUTH 88°22’26” WEST ALONG THE NORTH LINE OF SAID CALKINS TRACT AND SAID LINE PRODUCED 325 FEET;
THENCE NORTH 2°48’27” WEST 625.5 FEET, MORE OR LESS, TO THE SOUTH LINE OF COUNTY ROAD;
THENCE EAST ALONG THE SOUTH LINE OF SAID ROAD 325 FEET, MORE OR LESS, TO THE POINT OF BEGINNING.

PARCEL C:
BEGINNING AT A POINT 346.00 FEET WEST AND 33.00 FEET SOUTH OF THE NORTHEAST CORNER OF THE SOUTHWEST QUARTER OF SECTION 10, TOWNSHIP 26 NORTH, RANGE 5 EAST, W.M., IN KING COUNTY, WASHINGTON;
THENCE SOUTH 107.00 FEET;
THENCE WEST 0.5 FEET;
THENCE SOUTH 520.00 FEET;
THENCE WEST 100.0 FEET;
THENCE NORTH 624.70 FEET;
THENCE EAST 100.00 FEET TO THE POINT OF BEGINNING;
EXCEPT THAT PORTION DEEDED TO KING COUNTY FOR 139TH AVENUE NORTHEAST BY DEED RECORDED MAY 15, 1986 UNDER RECORDING NUMBER 8605150915.

APN: 102605-9130-07
APN: 102605-9140-05
APN: 102605-9043-03

EXHIBIT B

OVERALL SITE PLAN

EXHIBIT C

ROAD STANDARDS

For Private Streets Only

For private through-block roadway, shown on Overall Site Plan West Block:

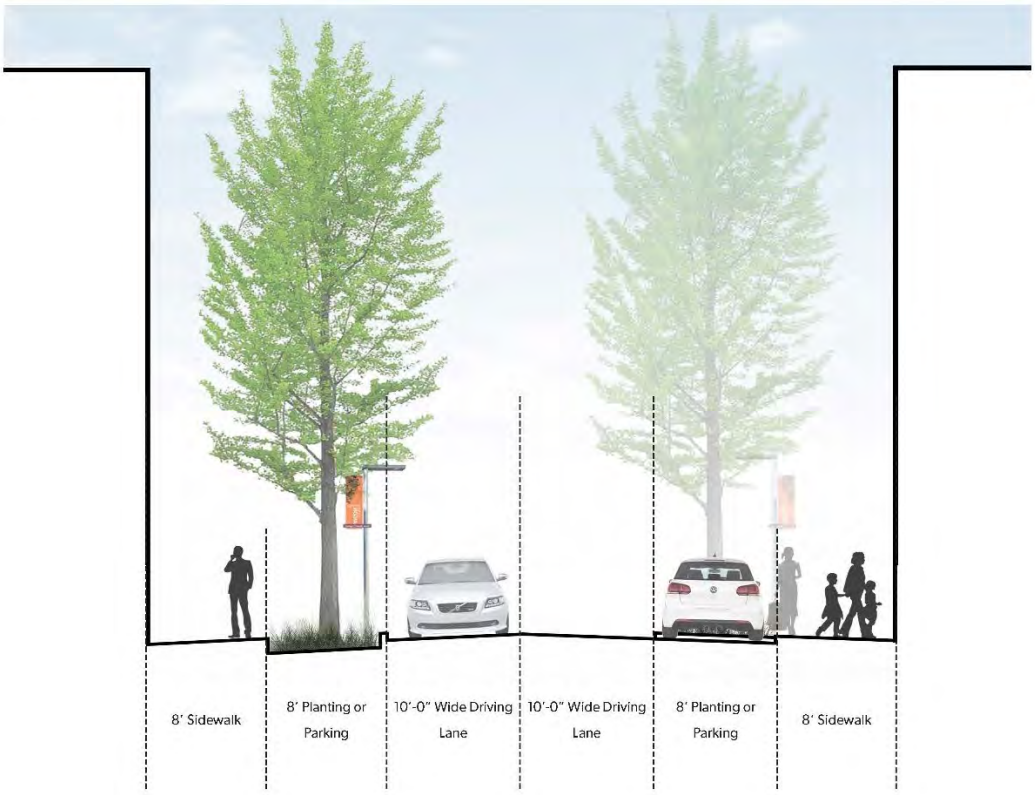


EXHIBIT C (CONTINUED)

Proposed Minimum Standards for:

137th Ave NE, and NE 174th Street

(Adjusted standard detail 181 for CBD Lane)

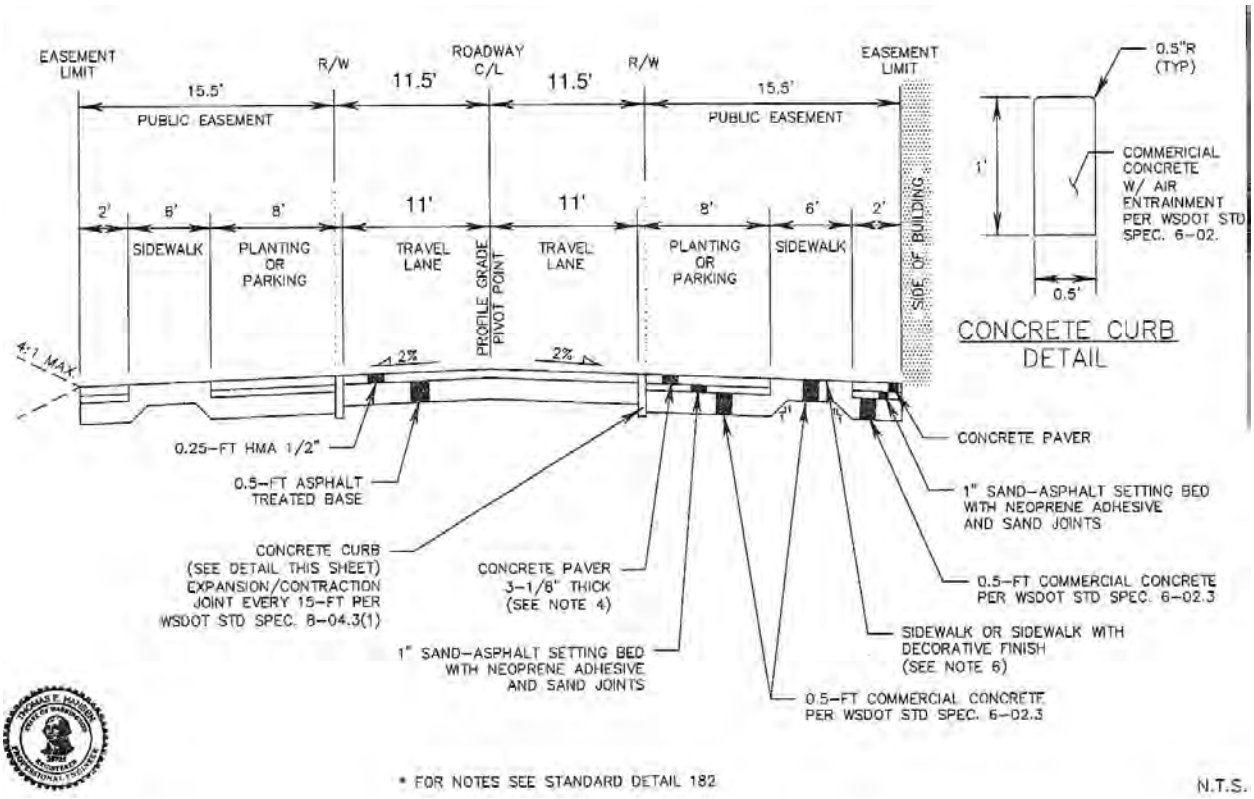


EXHIBIT D

CERTIFICATE OF SATISFACTION

AFTER RECORDING, PLEASE RETURN TO:
City of Woodinville
Attn: City Manager
17301 133rd Avenue NE
Woodinville, WA 98072

CERTIFICATE OF SATISFACTION

This CERTIFICATE OF SATISFACTION (this "Certificate") is issued as of the ___ day of _____, 20__, by the CITY OF WOODINVILLE, a Washington municipal corporation ("City"), to Green Partners, LLC, a Washington limited liability company, and/or its successors and assigns ("Developer"), pursuant to the Development Agreement referenced below.

RECITALS

A. Reference is made to that certain Memorandum of Agreement of Development Agreement by and between the City of Woodinville and Green Partners, LLC, for The Midtown Woodinville development entered as of [*date*], recorded [*date*] (the "Development Agreement"), under Recording No. [##########] (the "Memorandum"). Capitalized terms used and not defined herein shall have the meanings assigned thereto in the Development Agreement.

B. [*Reference the Phasing plan under the Development Agreement.*] Phase __ of the Project encompasses the property legally described in attached Exhibit 1 hereto (the "Property").

C. This Certificate is being delivered by City in accordance with, and as required by, Section 5.2 of the Development Agreement.

NOW THEREFORE, City hereby acknowledges that, as of the date hereof, the City has issued a certificate of occupancy for Phase __ of the Project and that the City is satisfied that each condition set forth in the Development Agreement relating to the design and construction of such phase has been satisfied. This Certificate is issued solely for the purposes stated in Section 5.2 of the Development Agreement, is issued solely to Developer and not to or for the benefit of any other person, and does not constitute a representation or warranty by the City for any other purpose.

Notwithstanding this Certificate, Section 16.3 of the Development Agreement provides for survival of certain covenants as between City and Developer, and nothing in this Certificate affects such survival.

[Signature Page Follows]

IN WITNESS WHEREOF, City has executed and delivered this Certificate as of the date first set forth above.

CITY OF WOODINVILLE

By:___*[form only; not for execution]*_____
Name: _____
Title: _____

STATE OF WASHINGTON)
) ss.
COUNTY OF _____)

I certify that I know or have satisfactory evidence that _____ is the person who appeared before me, and said person acknowledged that (he/she) signed this instrument, on oath stated that (he/she) was authorized to execute the instrument and acknowledged it as the _____ of _____, to be the free and voluntary act of such party for the uses and purposes mentioned in the instrument.

DATED: _____

_____
Printed: _____
NOTARY PUBLIC in and for Washington
Residing at: _____
My appointment expires: _____

EXHIBIT E: HAUL ROUTES

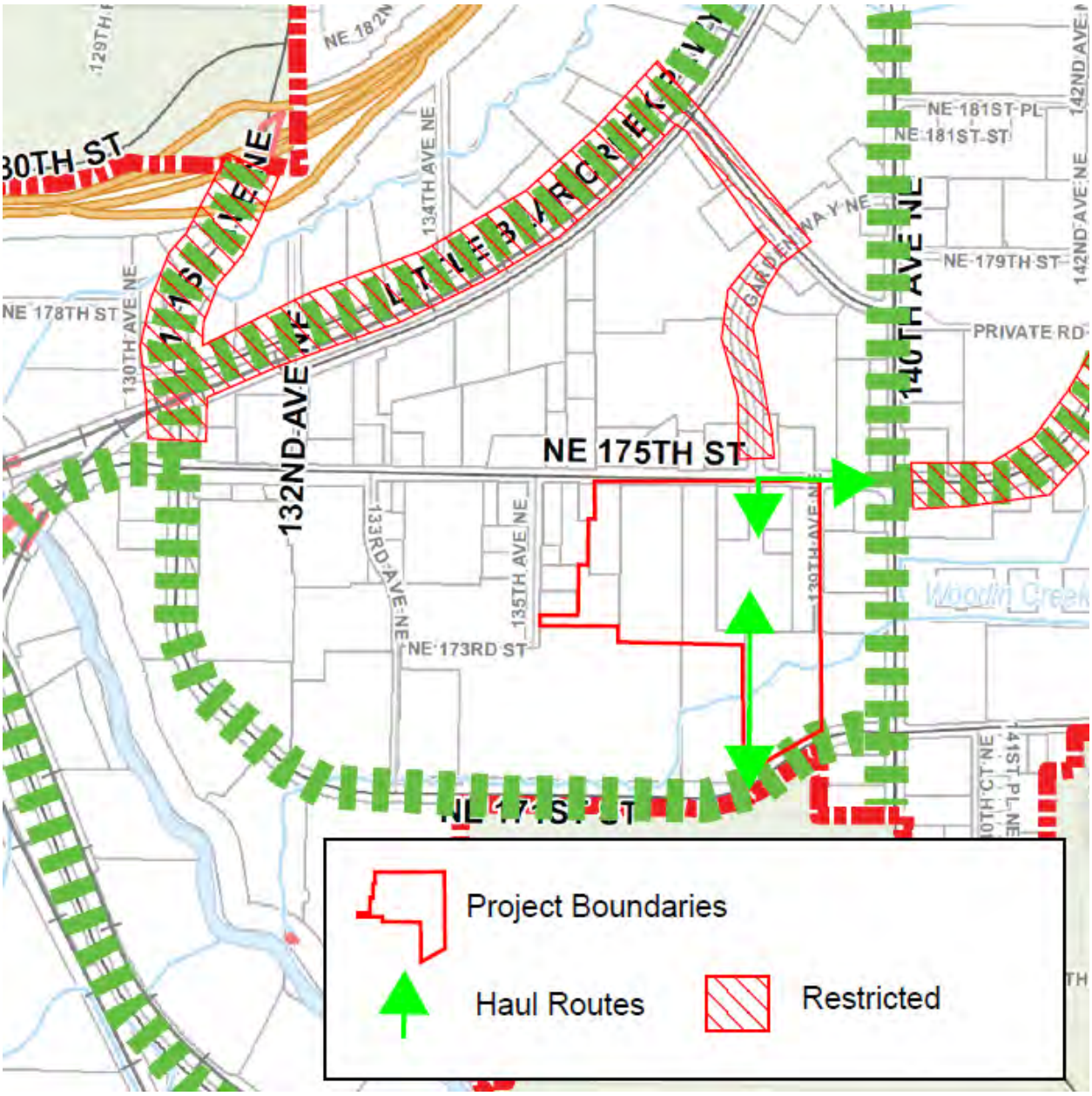


EXHIBIT F: PUBLIC IMPROVEMENTS

East Phase Improvements

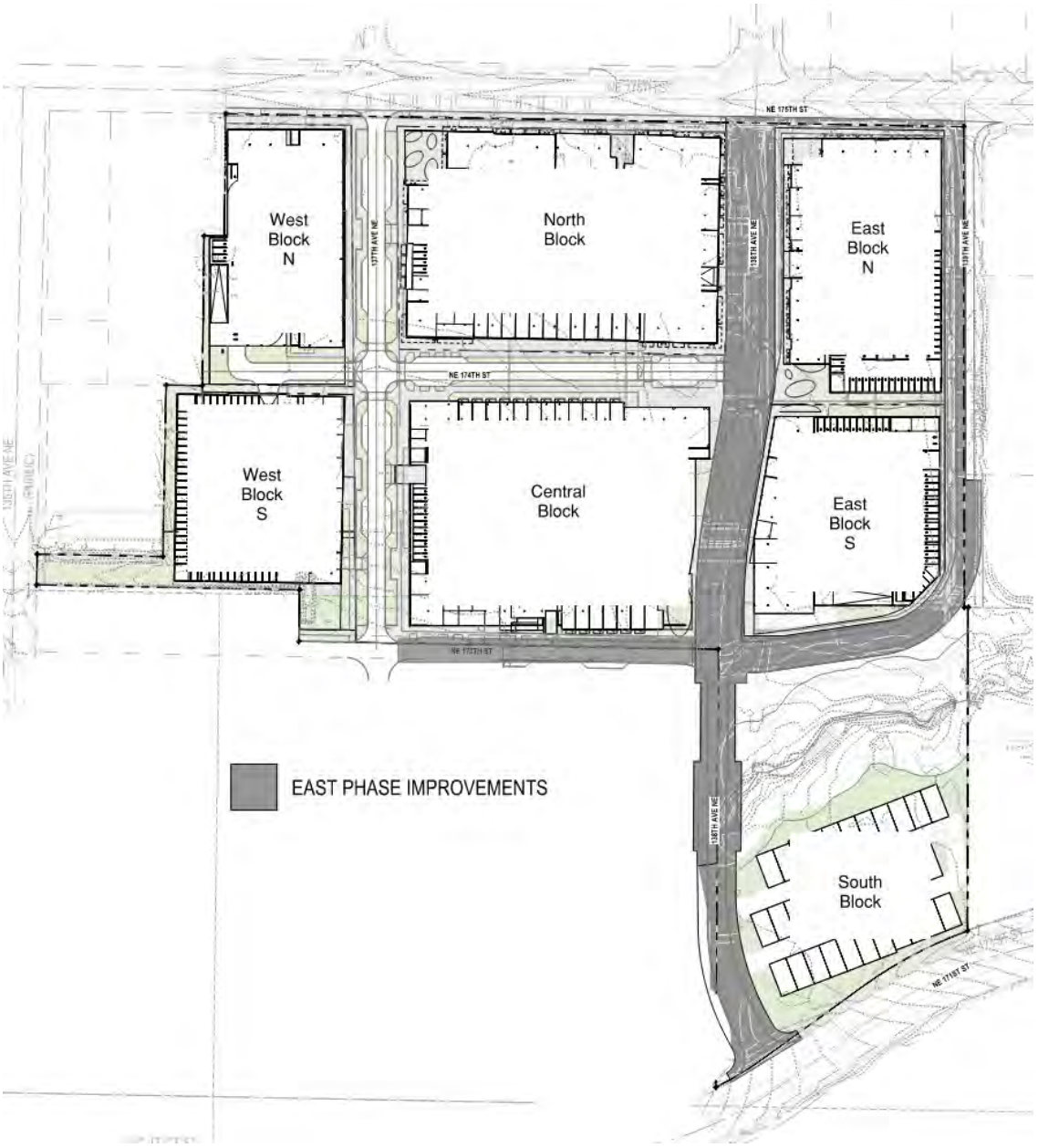


EXHIBIT F (CONTINUED)

West Phase Improvements

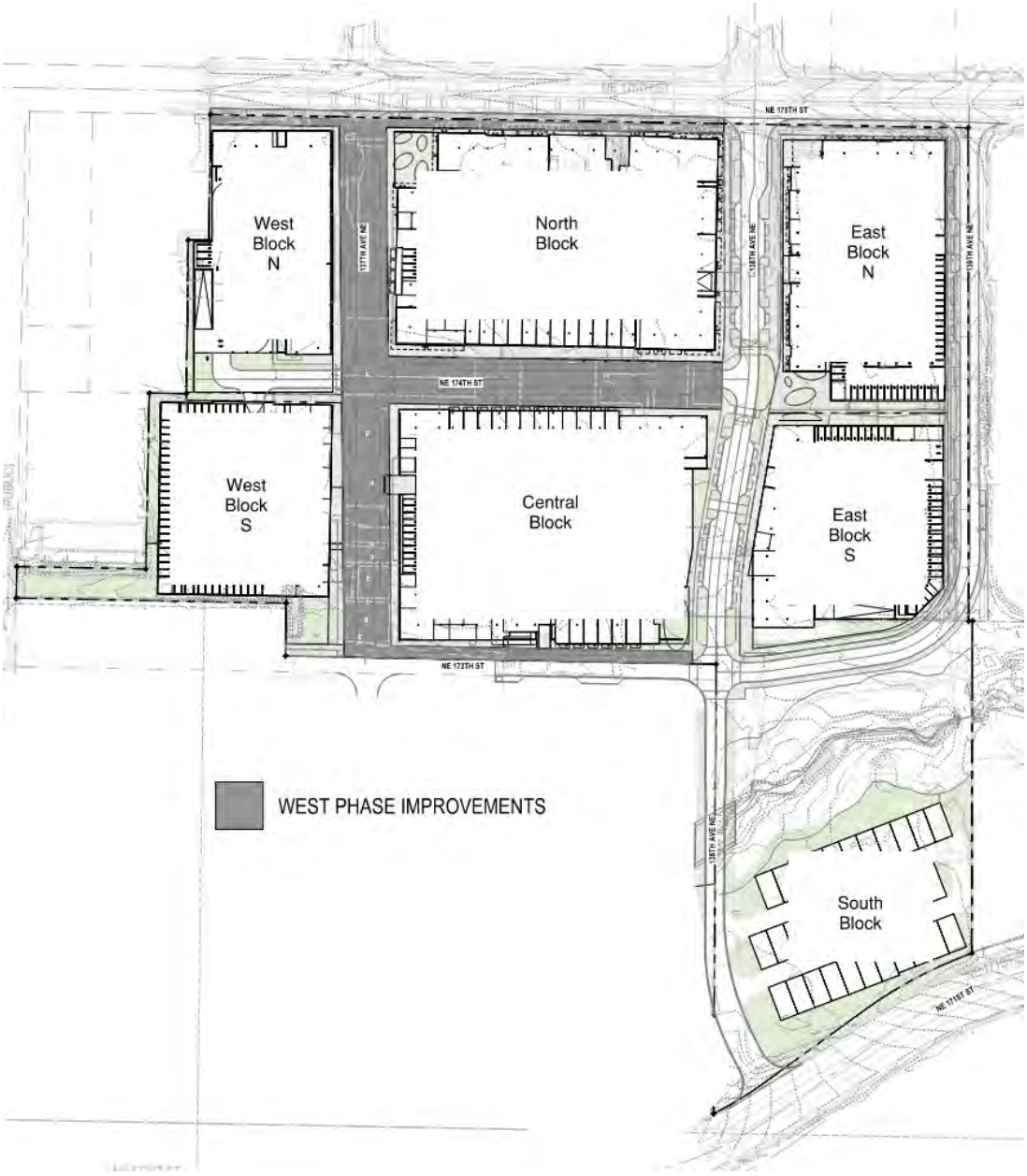


EXHIBIT G:
WAREHOUSE ADAPTIVE REUSE STANDARDS- DESIGN DEPARTURES

Pursuant to WMC 21.33.030 and the Downtown Vision & Illustrative Guide (2018).

The following departures from the Commercial Design Standards in **Chapter 21.33 WMC** are authorized for the Project as part of this Development Agreement. Each departure is explicitly tied to an identifiable code requirement and is justified based on the adaptive reuse of the existing agrarian warehouse-style building and consistency with the Downtown Vision & Illustrative Guide.

Departure 1:

Departure 1 – Weather Protection Requirements (WMC 21.33.240)

Authorized Departure:
Weather protection elements—such as canopies, awnings, overhangs, or recessed entries—otherwise required at building entrances, secondary entries, retail storefronts, and retail garage doors are not required. This supports preservation of the historic agrarian warehouse-style appearance and is consistent with the Downtown Vision & Illustrative Guide.

Code Provisions Departed From:
- WMC 21.33.240(2)(a): Requires weather protection at least 6 feet deep over primary entries.
- WMC 21.33.240(2)(b): Requires compliance with weather-protection provisions along pedestrian-oriented streets pursuant to WMC 21.33.110(2)(b).
- WMC 21.33.240(2)(c): Sets required canopy height limits (8–15 ft).
- WMC 21.33.240(2)(d): Specifies allowable canopy materials and prohibits unapproved corrugated metal.

Scope of Departure:
- Elimination of required overhead weather protection at all building entrances and storefronts.
- Removal of material, dimension, and height restrictions applicable to required canopies.
- Authorization for an intentionally un-canopied façade consistent with the preserved agricultural form.
- Clear retail-style garage doors may be used without required weather protection elements.

Departure 2:

Departure 2 – Human Scale Measures (WMC 21.33.320)

Authorized Departure:
The existing building, classified under WMC 21.33.320(2)(a)(ii) as requiring four human-scale measures, may satisfy those requirements using the following measures consistent with the agrarian reuse concept:

- WMC 21.33.320(2)(b)(iii): At least 150 sq. ft. of pedestrian-oriented space per 100 lineal feet of building façade.
- WMC 21.33.320(2)(b)(iv): First-floor individual windows—satisfied through clear, retail-style garage doors functioning as first-floor fenestration.
- WMC 21.33.320(2)(b)(v): Retention of the existing hipped roof covering at least one-half of the building footprint.
- WMC 21.33.320(2)(b)(vii): Retention of spatially defining elements such as the existing roof canopy defining the outdoor flex area on the south elevation.

Code Provisions Departed From:

- WMC 21.33.320 typically anticipates incorporation of human-scale features through new architectural elements such as balconies, bay windows, added setbacks, porches, or sculpted building modulation.
- This adaptive reuse departs from the prescriptive “new construction” interpretation of these standards.

Scope of Departure:

- Recognition that existing roof forms, canopy structures, and garage-door fenestration satisfy required human-scale elements.
- Elimination of the need to add new architectural projections, setbacks, or porches to meet the human-scale measure count.
- Substitution of agrarian building characteristics in place of traditional human-scale toolsets while still satisfying the intent of WMC 21.33.320.

Departure 3:

Departure 3 – Exterior Materials (WMC 21.33.360)

Authorized Departure:
The existing metal exterior cladding may remain and may exceed the typical maximum façade percentage permitted for exposed exterior walls clad in metal. Retention of the cladding is intended to reinforce the authentic former agrarian warehouse character supported by the Downtown Vision & Illustrative Guide.

Code Provisions Departed From:

- WMC 21.33.360 limits the extent of metal cladding and requires exterior finishes to reflect early-1900s agrarian architectural materials, typically emphasizing masonry, wood, and high-quality non-industrial panels.
- Related design standards (e.g., WMC 21.33.310–330) discourage extensive metal siding as a primary finish.

Scope of Departure:

- Authorization for the existing corrugated or industrial metal siding to remain as the dominant exterior material.
- Removal of the material-mix requirements that otherwise limit the percentage of metal cladding on all principal façades.
- Preservation of the existing historic industrial-agrarian aesthetic rather than requiring replacement with contemporary compliant materials.

EXHIBIT H:
WAREHOUSE ADAPTIVE REUSE STANDARDS- INTERIM CONDITIONS

Interim Condition 1:

Interim Condition 1 – Off-Street Parking Requirements (WMC 21.33.110), and Interim Parking Construction Standards

Authorized Interim Condition:
Required off-street parking for the Project may be satisfied by improving existing surface parking areas located on the Project site and on adjacent parcels fronting NE 175th Street. Improved off-site parking areas under common ownership or control may be counted toward the Project's required parking supply.

Code Provisions:
- WMC 21.33.110 requires development to meet parking standards through on-site parking supply and traditional site-planning configurations.
- This interim condition allows required parking to be met through reconfiguration, resurfacing, restriping, or access improvements to existing surface lots, even where such lots are not located entirely within the Project parcel.

Scope of Interim Condition:
- Recognition of existing surface parking areas—on-site and off-site—as satisfying Chapter 21.40 WMC parking requirements.
- Use of existing impervious areas to meet parking obligations in lieu of constructing new parking facilities.
- Authorization for shared or distributed parking across multiple parcels fronting NE 175th Street.

Interim Parking Construction Standards:
A. All interim surface parking facilities shall be constructed with a dust-free and all-weather surface.
B. Expanded surface parking facilities shown in Figures 1 & 2 shall meet the stall design standards in WMC 21.37.070(2) and (3) and shall follow the grading requirements pursuant to Chapter 15.05 WMC and drainage requirements pursuant to Chapter 13.05 WMC. Existing surface parking facilities may be maintained in their existing condition and configuration provided drainage conditions do not result in negative impacts.
C. Parking Lot Lighting. Adequate lighting shall be provided for safety of traffic and pedestrian circulation on the site pursuant to WMC. Lighting shall be designed to minimize direct illumination of abutting properties and adjoining streets. The Director may waive the requirements for installation of lighting if it is determined not to be necessary for the safety of traffic and pedestrian circulation.
D. Off-street parking and access shall be compliant with the Americans with Disabilities Act and designed using standards set forth in Washington State regulations for barrier-free accessible facilities (WAC).

Interim Condition 2:

Interim Condition 2 – Landscaping Requirements (WMC 21.33.200; WMC 21.33.110(2)(g)(i))

Authorized Interim Condition:
The Project may satisfy required street-front landscaping through a combination of in-ground planting areas and above-ground planters consistent with the Downtown Vision & Illustrative Guide. Along NE 175th Street, above-ground planters may be used in lieu of the in-ground landscaped buffer and low wall otherwise required by WMC 21.33.110(2)(g)(i).

Code Provisions:

- WMC 21.33.200 requires in-ground landscaping meeting specified plant sizes, spacing, soil volume, and installation requirements.
- WMC 21.33.110(2)(g)(i) requires a planted street-front buffer which normally includes continuous in-ground landscaping, screening, and in some cases a low wall.

Scope of Interim Condition:

- Authorization for above-ground, movable or semi-permanent planters to serve as the required landscape treatment.
- Modified plant size, soil volume, or spacing standards where dictated by planter constraints.
- Elimination of the required in-ground landscaped strip and low wall along NE 175th Street.

FIGURE 1
WAREHOUSE ADAPTIVE REUSE APPROXIMATE SITE PLAN

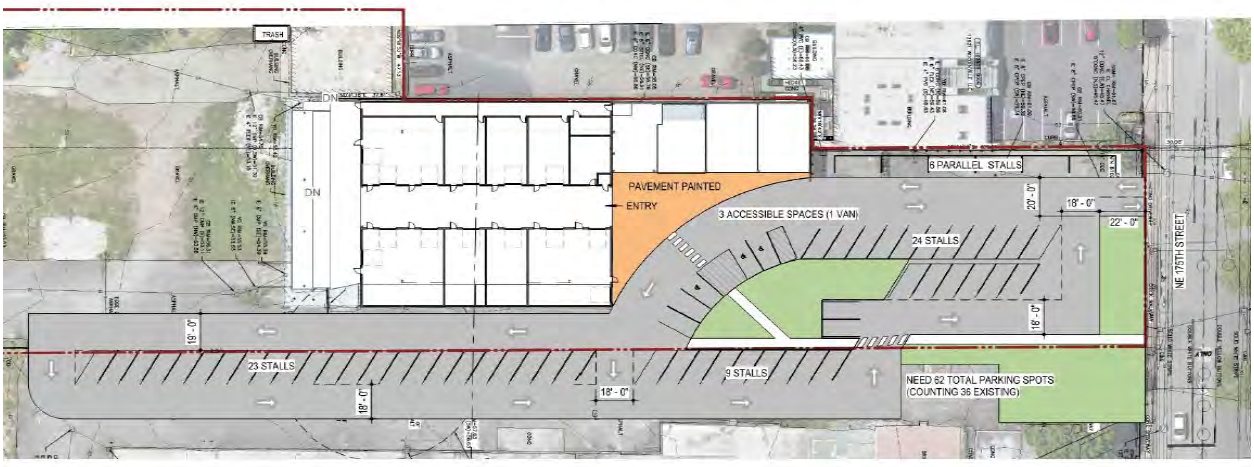


FIGURE 2
WAREHOUSE ADAPTIVE REUSE APPROXIMATE PAVING PLAN

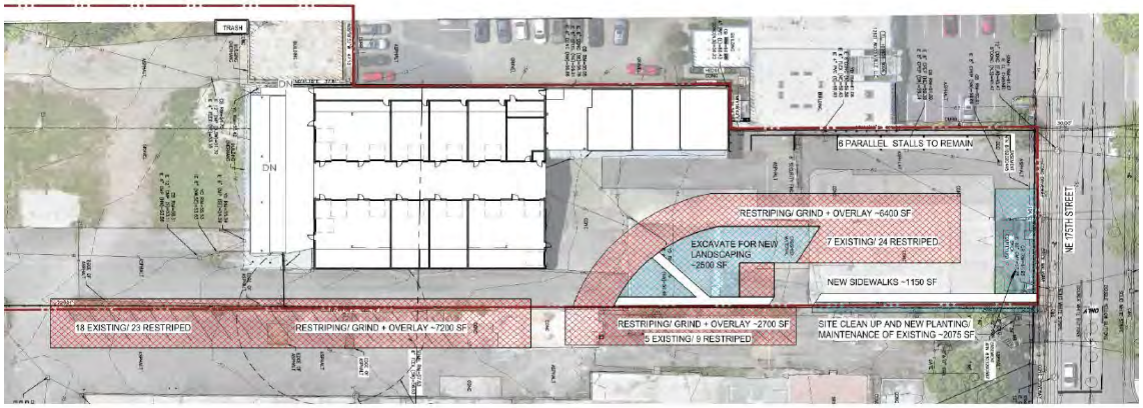


EXHIBIT I: PUBLIC BENEFITS

Redevelopment of the Property in accordance with the Concept Site Plan and this agreement will provide substantial public benefits to the community, including:

GENERAL:

1. Supporting Woodinville's Vision. The Project supports Woodinville's vision as a welcoming, family-friendly, and diverse community that supports a successful balance of neighborhoods, parks and recreation, businesses, and tourism.
2. Enhancing the Downtown. The Project helps implement the City's objective of maintaining and enhancing the downtown as an inviting place to work, shop, live, and socialize with mixed-use development, public plazas, and open space.
3. Housing Growth Target. With over a thousand proposed new dwelling units, the Project will contribute substantially towards the City's 2044 housing growth target number. This will also support the City's goal of creating a more pedestrian-friendly downtown as these homes integrate with new commercial spaces.
4. Northwest Woodland Character. The Project will continue to preserve and promote this unique identity through the Project's emphasis on including environmental elements into its design and the Project's architecture.
5. City's Streetscape Plan. The Project is committed to implementing its share of the City's streetscape plan.
    - 5.1 NE 175th Street Open Space. The Project shall:
        - 5.1.1 Include a portion of its Public Open Space directly adjacent to, and fronting NE 175th Street.
        - 5.1.2 This portion of Public Open Space shall be at least 4,500 square feet measured from ground floor building façades to the back-of-sidewalk along NE 175th Street, and be two, cohesive open spaces, and as generally shown on Exhibit J.
        - 5.1.3 This portion of Public Open Space shall count towards Public Open Space requirements per WMC Title 21.
6. Business Sales Tax. Development of the site will ensure continued collection of sales tax revenue from store sales that in part supports City operations.
7. Park Impact Fees. The Project is anticipated to generate up to $4.1 million in park impact fees to support City parks and trails improvements.

PARK SYSTEM IMPROVEMENT- WILMOT GATEWAY PARK STAGE

8. In support of the City of Woodinville's park improvement plans, the Project will, by notice from the City, fund up to $1 million in park impact fees in advance of park impact fees being due per Chapter 3.36 WMC in exchange for park impact fee credits that may be applied to future Phases.

AFFORDABLE HOUSING

9. The Project shall include income-restricted housing (affordable housing) as follows:
    - 9.1 In accordance with the provisions set forth in the interim zoning regulations set forth in Ordinance No. 786 and extended by Ordinance No. 795, which are incorporated into the terms of the development agreement by reference, at least 10 percent of the total dwelling units in the development must be affordable housing units made affordable for households earning up to 80 percent of the Area Median Income (AMI), adjusted for household size. If the percentage of affordable units results in any fraction, then the number of required affordable units shall be rounded up to the next whole number. Dwelling units means the same as defined in WMC 21.11A.050. Dwelling units that are ancillary and part of a Residential Care Facility shall not be included in the count of total dwelling units.
    - 9.2 For illustrative purposes, assuming the Project produces a total of 1,000 conventional dwelling units (multifamily and townhouses), a minimum 100 of the total units shall be affordable.

9.3 The Project shall contain a minimum of 100 affordable housing units at full build-out.

9.4 The Project's first phase shall contain affordable housing units, and the first two phases containing predominantly multifamily housing shall include affordable housing units, with a minimum of 40 affordable housing units being produced. For later buildings, the choice of the Phase in which affordable units shall be included shall be at the sole discretion of the Owner.

9.5 Affordable units from Phase 1 and 2 may be relocated to future phase buildings once those future buildings are complete and approved for occupancy. The City and Owner will work together, along with any necessary third party, to effectuate necessary legal documentation to achieve the purposes of Exhibit I, Section 9.3 above.

9.6 WMC 21.30 sets forth specific provisions that required affordable units must satisfy including mix of units, quality and finish of units, and dispersal of units throughout a project. The location of qualifying units within the larger project is subject to the discretion of the Director, with the intent that they generally be intermingled with all other units in the development. Owner may propose locating all qualifying units in one phase or building, which the City Council in its sole discretion may accept if such proposal is deemed to be more beneficial to the goal of creating beneficial affordable housing units. For illustrative purposes, if such concentration into a single building or phase allowed the creation of units better able to accommodate families through the provision of a significantly higher proportion of the units having to or more (2+) bedrooms than the rest of the project, such configuration may be deemed beneficial and acceptable by the Director and City Manager. Compliance with the remaining provisions, including requirements for comparable quality and finish of units to those of market-rate units, is still mandatory.

10. The Project shall be deemed eligible for the multifamily housing tax exemption set forth in Chapter 3.43 WMC and is vested in these provisions as they exist on the effective date of this development agreement.

    10.1 The Project, to be eligible for said exemption, shall provide, per Chapter 3.43 WMC for each conventional multifamily rental housing component a minimum of 15 percent affordable units at 60 percent of AMI

    10.2 For a phase to qualify for the multifamily housing tax exemption, that phase must fully satisfy the requirements of Chapter 3.43 WMC. Multiple phases may be combined to qualify for the multifamily housing tax exemption in Chapter 3.43 WMC provided eligibility for the program shall not occur until the combined phases fully comply with Chapter 3.43 WMC.

    10.3 WMC 3.43.050 sets forth specific provisions that qualifying units must satisfy including mix of units, quality and finish of units, and dispersal of units throughout a project. The location of qualifying units within the larger project is subject to the discretion of the Director, with the intent that they generally be intermingled with all other units in the development. Owner may propose locating all qualifying units in one phase or building, which the City Council in its sole discretion may accept if such proposal is deemed to be more beneficial to the goal of creating beneficial affordable housing units. For illustrative purposes, if such concentration into a single building or phase allowed the creation of units better able to accommodate families through the provision of a significantly higher proportion of the units having two or more (2+) bedrooms than the rest of the project, such configuration may be deemed beneficial and acceptable by the Director and City Manager. Compliance with the remaining provisions, including requirements for comparable quality and finish of units to those of market-rate units, is still mandatory.

11. Should the City Council amend the Multifamily Housing Property Tax Exemption provisions in Chapter 3.43 WMC, the Owner may request through a Minor Modification as set forth in Section 14 of this agreement to have their affordable housing commitment under this agreement modified to vest to the amended Chapter 3.43 WMC, so long as such change does not reduce the minimum number of affordable units to be provided for the entire Project. Any change that would reduce the number of affordable units of overall units for the entire Project would require a Major Modification as set forth in this agreement.

PUBLIC SPRAY PARK FEATURE

12. Green Partners and City will jointly work to design, build, and operate a "spray park feature" accessible to the public during normal daytime hours on a seasonal basis typical for the feature, which is to be located in the plaza in Phase 1 as shown in Exhibit K.

12.1 Green Partners and City shall agree on a concept scope, size, budget. "Feature cost" shall include a concrete splash pad with integrated water jets and spray features, an underground mechanical vault housing pumps, filters, and chemical treatment systems, a drain and recirculation system, non-slip surfacing, perimeter seating or shade structures, and safety signage with ADA-accessible pathways.

12.2 Minimum size of the spray park feature shall be approximately 900 sq/ft. Minimum size of surrounding plaza shall be approximately 5,600 sq/ft, not inclusive of spray park feature.

12.3 Green Partners will contribute $200,000 towards agreed upon feature cost, the amount of which shall not be eligible for park impact fee credits, and may contribute more toward the feature cost, the amount of which shall be eligible for park impact fee credits.

12.4 City will contribute remainder of agreed upon feature cost. City shall not be obligated to contribute more than $200,000 but may elect to do so at its sole discretion.

12.5 Green Partners shall be responsible for all costs related to the surrounding plaza and restrooms. Plaza improvements shall include at least typical finishes and furnishings such as seating, trash cans, hardscaping, landscaping, etc.

12.6 Water, power, sewer, and other utilities serving the spray park feature shall be independent of and independently metered from other utility services for the development to allow future assumption by the City.

12.7 Green Partners shall provide a public access easement over the feature, the surrounding plaza, and the restrooms located adjacent to the plaza, all as generally shown in Exhibit K.

12.8 Green Partners shall be responsible for design subject to Section 12.2 above, permitting, and construction of spray park, surrounding plaza, and adjacent restrooms and will be reimbursed by the City up to the amount provided for in Section 12.4 above.

12.9 Green Partners will be responsible for operation and maintenance of feature, related equipment, and land upon which it sits for the first year, starting at opening of feature to public, as a warranty period.

12.10 At conclusion of one year warranty period as provided for in Section 12.9 above, Green Partners shall dedicate the feature, related equipment, and land upon which it sits to City. City shall assume operation and maintenance responsibilities of the spray park feature at that point while Green Partners will retain operation and maintenance responsibilities for surrounding plaza and restrooms.

12.11 Entire plaza, including area used for spray park feature, shall count towards Public Open Space requirements per Title 21 WMC.

12.12 City intends, but shall not be obligated, to operate the spray park feature in subsequent years following assumption provided for in Section 12.10 above. City may discontinue, at its sole discretion, operation of the assumed facilities for any purpose deemed necessary by the City, including budgetary limitations.

12.12.1 If the City discontinues operation of the feature for three consecutive years, Green Partners or its assignee may request, in writing, assumption of the facility, which shall be reconveyed to Green Partners at no cost to Green Partners. Following any reconveyance, the property and improvements shall be incorporated and managed as part of the plaza open space either as a spray feature or otherwise, as determined by Green Partners.

12.12.2 City shall bear costs of periodic maintenance, replacement, and operation of feature following assumption provided for in Section 12.10 above. Such obligations shall terminate upon reconveyance as provided for in Section 12.12.1 above.

DEDICATION OF RIGHT OF WAY

13 Dedication of Right of Way for future 138th Ave NE/NE 171st St roundabout: Green Partners will dedicate property necessary to construct roundabout per Section 6.2.4.2 of this agreement, the value of which shall be eligible for Transportation Impact Fee Credits as provided for in WMC 3.39.110.

ADAPTIVE REUSE OF EXISTING WAREHOUSE

14 Green Partners will initiate and operate a temporary use-permitted adaptive reuse of the existing warehouse on the site for daytime use events and markets, in alignment with the Section 4.1.8 of this agreement, for the purpose of a public "market" until that phase of the project is ready for redevelopment. Such use of the existing warehouse shall be complete (including design, permitting, and construction) within 18 months of the effective date of this agreement, subject to factors outside of Green Partners' control such as permitting review by authorities having jurisdiction over planning, building, fire, health, and public safety.

MIYAWAKI FOREST

15 Green Partners will plan and install a landscaped area using the Miyawaki forest planting method. Said area shall be at least three thousand (3,000) square feet. Area will include adequate and appropriate interpretative signage for public consumption.

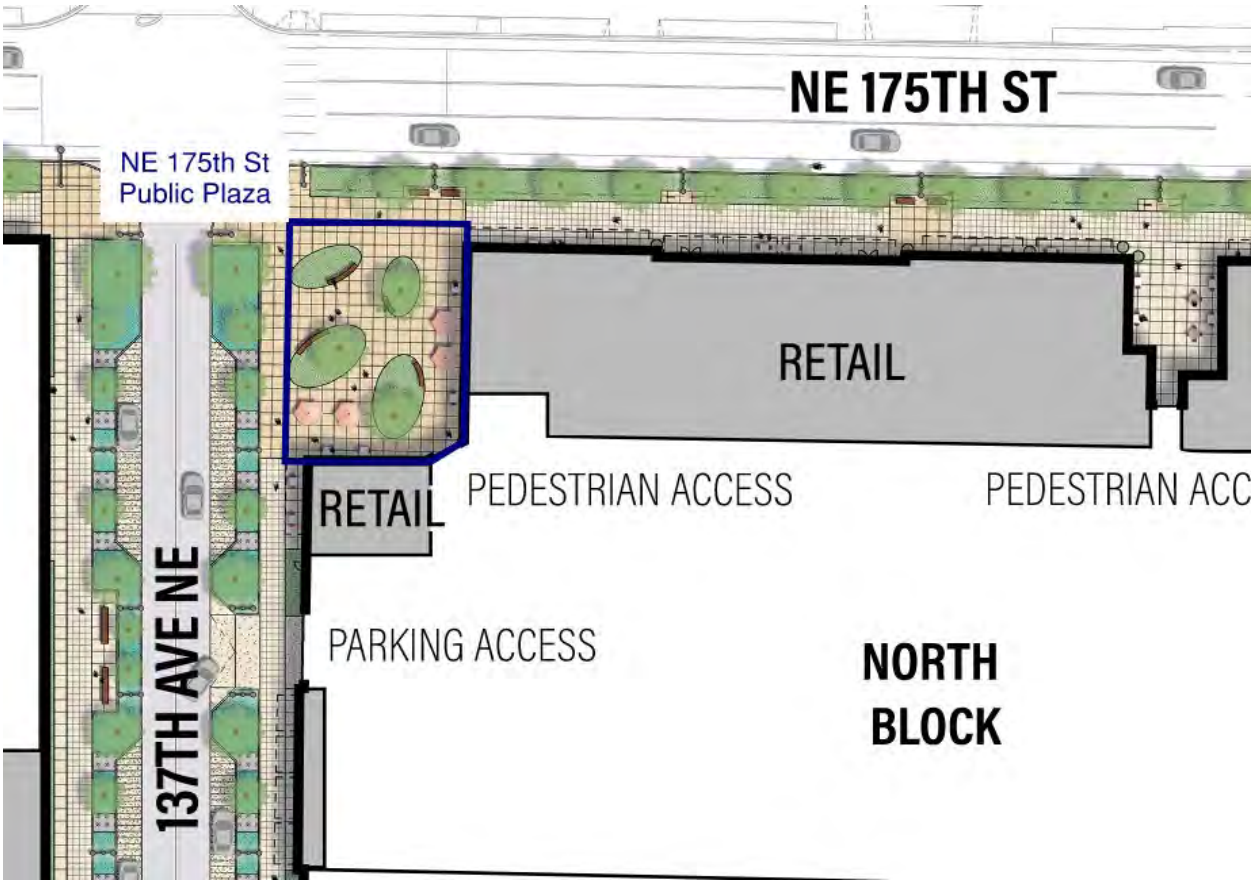
POLLINATOR-FRIENDLY LANDSCAPING

16. Project shall support the City's Bee City designation by incorporating, where possible, native and pollinator-friendly plant species in the landscaping palette for the project

PUBLIC BENEFITS FOR DEVELOPMENT BONUSES

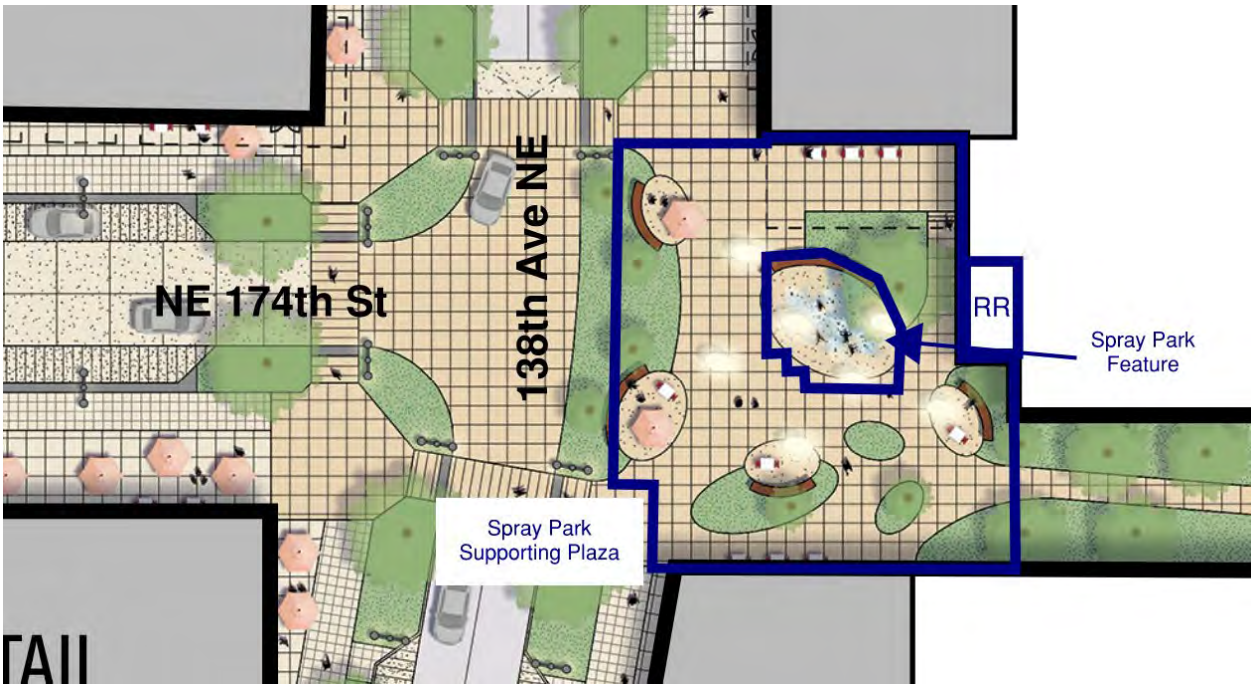
The Project intends to utilize development bonuses for increased height pursuant to WMC 21.32.040(4)(b) and (c), and for increased residential floor area ratio pursuant to WMC 21.32.050(2)(a) and (b), which require public benefits/incentives to be provided per code.

EXHIBIT J: NE 175th STREET PUBLIC PLAZA



Approximate Site Plan

EXHIBIT K: SPRAY PARK FEATURE



Approximate Site Plan

EXHIBIT L: URBAN STREAM DESIGNATION

(On following page)

ADMINISTRATIVE DECISION

In the matter of the Application of	)	No. CAD21004.A01
Jason Henderson, Green Partners, LLC	)	Midtown Woodinville
For an Urban Stream Designation Amendment	)	ANALYSIS, FINDINGS, CONCLUSIONS, AND DECISIONS

SUMMARY OF DECISIONS

The request for an Amendment to a Critical Area Determination (File No. CAD21004) designating a segment of Woodin Creek as an urban stream located on property between the southside of 13625 NE 175th Street and Northside of NE 171st Street (Parcel No. 1026059042) in Woodinville, Washington is hereby **APPROVED.** Conditions are necessary to address specific impacts of the proposed project.

SUMMARY OF RECORD

Exhibits:

Exhibit 1	Urban Stream Designation Decision, File No. CAD21004
Exhibit 2	Critical Area Determination Amendment Application submitted April 14, 2025
Exhibit 3	Determination of Completeness issued June 9, 2025
Exhibit 4	Amendment Narrative prepared by Green Partners, LLC, dated July 30, 2025
Exhibit 5	Amendment Memo prepared by GeoEngineers, Inc, dated May 9, 2025
Exhibit 6	Critical Areas Report prepared by GeoEngineers, Inc, dated September 23, 2025
Exhibit 7	Peer Review Letter prepared by Otak, dated July 1, 2025
Exhibit 8	Peer Review Letter prepared by Otak, dated October 9, 2025
Exhibit 9	Response to Comment Letter dated September 23, 2025
Exhibit 10	Mitigated Determination of Nonsignificance (MDNS) issued August 15, 2025

The Director enters the following Analysis, Findings and Conclusions based upon the application and the exhibits admitted.

ANALYSIS AND FINDINGS OF FACT

Application

1. Jason Henderson of Green Partners, LLC (Applicant) applied for an amendment (Exhibit 2) to an approved Urban Stream Designation File No. CAD21004 (Exhibits 1).

Summary Description of Proposal:	Amend the Urban Stream Designation by modifying the boundaries of the Native Growth Protection Area and revising the mitigation plan.
Address:	The property is located between the southside of 13625 NE 175th Street and northside of NE 171st Street in Woodinville, WA
Parcel No.	1026059042

Legal Description:

THE WEST HALF OF THE SOUTHEAST QUARTER OF THE NORTHEAST QUARTER OF THE SOUTHWEST QUARTER OF SECTION 10, TOWNSHIP 26 NORTH, RANGE 5 EAST W.M., IN KING COUNTY, WASHINGTON, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT A POINT 40 RODS SOUTH AND 20 RODS WEST OF THE NORTHEAST CORNER OF THE SOUTHWEST QUARTER OF SAID SECTION; THENCE SOUTH 40 RODS; THENCE WEST 20 RODS; THENCE NORTH 40 RODS; THENCE EAST 20 RODS TO THE POINT OF BEGINNING. EXCEPT ROADS.

TOGETHER WITH A STRIP OF LAND 16.5 FEET WIDE DESCRIBED AS FOLLOWS: BEGINNING AT A POINT 330 FEET WEST OF THE NORTHEAST CORNER OF THE SOUTHWEST
QUARTER OF SAID SECTION; RUNNING THENCE SOUTH 660 FEET; THENCE WEST 16.5 FEET; THENCE NORTH 660 FEET; THENCE EAST 16.5 FEET OF THE PLACE OF BEGINNING; EXCEPT THE WEST 0.5 FEET OF THE SOUTH 107 FEET OF THE NORTH 140 FEET THEREOF. AND EXCEPT ROADS.

EXCEPT THAT PORTION THEREOF CONVEYED TO KING COUNTY, A POLITICAL SUBDIVISION OFTHE STATE OF WASHINGTON BY DEED RECORDED JANUARY 27, 1992 UNDER RECORDING NO. 9201270405.

Zoning: Central Business District (CBD)

Comprehensive Plan Designation: Central Business

Shoreline Designation: None

Critical Areas: Fish and Wildlife Habitat (Type F Stream), and Category III Wetlands

2. The application was circulated for review in accordance with the City's standard review procedures pursuant to Chapter 21.80 WMC. A Critical Area Determination is a Type 1 decision decided by the Director of Development Services pursuant to Table 21.80.050(1) of the Woodinville Municipal Code. Type 1 decisions are administrative and ministerial actions that do not require public notice or a pre-decision hearing.

Proposal Description

3. The applicant is requesting an amendment to the Urban Stream Designation approved under File No. CAD21004.[1] The original urban stream buffer was proposed to have a range between 50 and 95 feet on the south side of the stream, and between 50 and 72 feet on the north side and would encompass about 51,593 square feet of area with 7,782 square feet covered by hardscape associated with the roads and a trail. The revised urban stream buffer shifts to the north with buffers ranging between 50 and 90 feet on both the south side and on the north side of the stream. The amended buffer would encompass about 54,575 square feet of area with approximately 4,565 square feet covered by hardscape associated with the 138th Avenue NE bridge construction.[2] The amended buffer will be placed in a Native Growth Protection

[1] The original Urban Stream Designation was approved May 18, 2023. Condition of Approval No. 2 requires compliance with the mitigation and monitoring for stream buffer enhancements per a plan prepared by Cedarock Consultants Inc. and revised by GeoEngineers.

[2] The buffers for the Urban Stream Designation include the two Category 3 wetlands and their associated buffers. Wetland buffer averaging was approved under File No. CAA23002, which was incorporated into the Urban Stream Designation. However, CAA23002 expired August 9, 2025, and the Amended Urban Stream Designation no longer includes the proposal for wetland buffer averaging.

Area. The revised Urban Stream Designation also includes changes to the buffer enhancement mitigation plan.

State Environmental Policy Act

4. For the Midtown Woodinville project, a final Mitigated Determination of Nonsignificance (MDNS) was issued for the entire project on August 15, 2025 (Exhibit 10). This threshold determination is final.

Critical Areas

5. As referenced in the Critical Area Report prepared by Cedarock Consultants Inc. (June 11, 2021) for the original Urban Stream Designation and restated in the Critical Area Report prepared by GeoEngineers dated September 23, 2025, Woodin Creek a Type F stream, and two Category 3 riverine wetlands are present on the subject property. Woodin Creek has a 370-foot-long segment that runs along the south half of the west property line turns and crosses west to east on the northern central part of the property. Two riverine wetlands are contiguous and hydrologically linked with Woodin Creek. Wetland A is approximately 1,054 square feet and located along both the north and south side of the creek and Wetland B is 732 square feet located along the south side of the creek. Wetland A and B are located within the urban stream buffer and the proposed native growth protection area (NGPA) tract. Both wetlands were determined to have habitat scores of four, which requires a 60-foot buffer pursuant to Table 21.51.310(1).[3]

Urban Stream Designation Amendment

6. The original Urban Stream Designation was intended to support the Garden District project. This project included a mix of uses including 1,210 residential dwelling units, 500,000 square feet of commercial space, and associated supporting infrastructure. The Garden District proposal also included buffer impacts such as building and structure concepts in the northern wetland buffer, 139th Avenue NE extension and vehicular crossing, a pedestrian stream crossing, and a trail system in the 10-foot setback with sections of a boardwalk located on both the north and south sides of Woodin Creek. These impacts were accounted for in the conditions of approval for the original Urban Stream Designation.

   However, the Garden District project was abandoned, and Green Partners LLC is now proposing a new redevelopment project called "Midtown Woodinville." The Midtown Woodinville project includes a mix of uses, including retail spaces, restaurants, offices, a hotel, townhomes, and multifamily apartments. The Applicant provided a conceptual idea of townhomes and supporting infrastructure located on parcel No. 1026059042, south of Woodin Creek (Exhibit 5). The Midtown Woodinville project proposes to remove and restore areas with existing hardscapes and does not include most of the buffer impacts, as described above, that were proposed by the previous project.

7. The applicant provided a letter dated May 9, 2025, prepared by GeoEngineers (Exhibit 5), with a revised Urban Stream Designation and revised mitigation plan. The letter and revised mitigation plan were reviewed by City staff and peer reviewed by the city's environmental consultant, Otak (Exhibit 7). After providing a comment letter, GeoEngineers provided a response letter (Exhibit 9) and a revised critical area report and mitigation plan, dated September 23, 2025 (Exhibit 6). The revised report was peer reviewed a second time by the

[3] The critical area regulations were updated with best available science by Ordinance No. 784 with an effective date of January 1, 2026. The new critical area regulations do not include urban stream designations, but grants vesting to previously approved urban stream designations that meet certain conditions. The wetland buffers for a Category 3 wetland with a habitat score of four are unaffected by the new critical area regulations.

City's consultant, and the proposed amendment and mitigation plan was found to be consistent with the requirements in Chapter 21.51 WMC (Exhibit 8).

8. As noted in the proposal description, the revised Urban Stream Designation adjusts the boundaries of the stream buffers. The proposed new bridge and road at 138th Avenue NE will still impact the urban stream buffer area. However, wetland buffer averaging is no longer requested as the full 60-foot wetland buffers will be incorporated into the urban stream buffers. Mitigation includes removal of invasive vegetation and restoration plantings, removal of the pedestrian bridge and culvert road prism, and installment of large woody materials into the channel and floodplain. The revised mitigation is consistent with the original proposal, except there will be less impervious surface and more planting area within the buffer due to changes in the 139th Avenue NE configuration and the abandonment of the pedestrian crossing.

9. Pursuant to WMC 21.51.410(1)(b)(iv), the City may approve decreases to buffer widths on streams designated as "urban" in accordance with the recommendations of a qualified professional biologist and best available science on a case-by-case basis. Additionally, no buffer width can be reduced on a stream designated as "urban" to less than 50 feet if the stream has a fish designation. Stream enhancement measures shall be required to improve overall stream function. Amendments to the approved Urban Stream Designation must continue to satisfy these criteria. An amendment to an Urban Stream Designation must satisfy the following criteria:

    a. *The stream is not a Type S Stream;*

        City Analysis: Type S streams are categorized as shorelines of the state. Woodin Creek does not satisfy the criteria of a shorelines of the state and is categorized as a Type F stream and therefore satisfying this criterion.

    b. *The stream has degraded channel conditions (e.g., presence of piping, sedimentation, channelization, etc.);*

        City Analysis: A study initiated by the City (Adolfson 2004) identified multiple issues that adversely affected salmonid habitat in Woodin Creek. This included blocking culverts, high fine sediment levels, poor habitat diversity, a highly altered flow regime, and significant channel and riparian disturbances. The original Cedarock report prepared for the project found conditions on the property like the Adolfson study, with the exception of the property owner's effort to clear out invasive species along the creek. The stream conditions on the site identified development conditions in the buffer area as well as a non-fish passable culvert and a lack of vegetative understory that supports a conclusion of existing degraded channel conditions that satisfies this criterion.

    c. *Streams with buffers that are currently degraded or developed;*

        City Analysis: The 140-foot stream buffer is considered having degraded ecological functions. The buffer area contains development of compacted gravel roads and storage areas. The original Cedarock report notes that the buffer was previously covered with invasive species of Himalayan blackberry, English ivy, and reed canary grass, which have been removed, but very little groundcover exists. A portion of Woodin Creek flows through an undersized culvert for fish passage, which further degrades the ecological functions of the stream.

d. *The portion of the buffer affecting the subject property or development is located within the CBD, GB, or I zones;*

City Analysis: The affected portions of the Woodin Creek's buffer are located within the Central Business District (CBD) zone satisfying this criterion.

e. *Stream enhancement shall be sufficient to protect stream buffer functions and values based on site-specific characteristics and must include enhancement measures implemented to provide a net improvement in overall stream and buffer function and value.* (NEW)

Applicant: A comprehensive stream restoration plan is included as Appendix B, Permit Drawings including the following elements: removal of the undersized pipe culvert and associated road fill; regrading the stream and associated floodplain where the road fill is removed to enhance streambed and floodplain function, including placement of suitable streambed substrate material in the newly restored channel section; removal of the pedestrian bridge and associated bank armoring; installation of LWM to enhance in-stream habitat function; and riparian restoration and enhancement.

Staff Analysis: A revised stream enhancement/mitigation plan is included in September 23, 2025, Critical Area Report prepared by GeoEngineers under Appendix B. The purpose of the restoration plan is to create a dense native plant community within the buffer area. Enhancement efforts are posed to restore degraded buffer areas with the removal of invasive vegetation, planting/establishing native vegetation to improve the ecological functions of the buffer, install large woody debris throughout the buffer area, and remove the existing pedestrian bridge, drive access and culvert. In addition, the revised mitigation adds 4,300 square feet of enhancements dispersed along the north and south sides of the stream buffer. Combined, the removal of hard surface and restoration of about 4,510 square feet and the 4,300 square feet of enhancements provides a total of 8,810 square feet of mitigated stream buffer area. The proposed enhancement/ mitigation plan was peer reviewed by the City's consultant who concurred with the proposal. The revised mitigation and monitoring plans were found to comply with the mitigation requirements set forth in WMC 21.51.120 and the maintenance, monitoring, and contingency requirements in WMC 21.51.130. The proposal satisfies this criterion.

CONCLUSIONS

Jurisdiction

The Director of Development Services has jurisdiction to decide requests for critical areas determinations pursuant to Table 21.80.050(1) of the Woodinville Municipal Code.

Criteria for Review

Pursuant to WMC 21.82.030(4), the decision authority may approve a critical area determination if the report is consistent with all applicable critical area regulations, as adopted in the Woodinville Municipal Code

Conclusions Based on Analysis and Findings

1. **With conditions, the proposal is consistent with all applicable critical area regulations, as adopted in the Woodinville Municipal Code.**

   Woodin Creek is designated as a Type F stream pursuant to Table 21.51.400(1)(d) of the Woodinville Municipal Code that is located within the Central Business District zone. The property also contains two Type III wetlands adjacent to Woodin Creek. A critical areas report was prepared by GeoEngineers to evaluate the critical areas on the site and to support an urban stream designation for the segment of Woodin Creek on the subject property. These reports were reviewed by the City's consultant (Exhibits 7 and 8), and after revisions, were found to be consistent with the requirements for a critical area report set forth in WMC 21.51.110, WMC 21.51.330, and WMC 21.51.430.

2. **With conditions, the proposal for designation as an urban stream satisfies the approval criteria set forth in WMC 21.51.410(1)(b)(iv) with a reduced minimum stream buffer of 50 feet.**

   The approval criteria for an urban stream designation set forth in WMC 21.51.410(1)(b)(iv) were evaluated and concluded to be satisfied as set forth in Exhibit 1 and Paragraph 10 above. It should be noted that other off-site segments of Woodin Creek on the adjoining properties are unaffected by this urban stream designation; and the property to the east is still subject to the 140-foot-wide buffer requirements for a Type F stream pursuant to Table 21.51.410(1)(b)(i).

DECISION

Based on the above Analysis, Findings and Conclusion, the Critical Areas Determination and urban stream designation affecting a segment of Woodin Creek located on property between the southside of 13625 NE 175th Street and northside of NE 171st Street (Parcel No. 1026059042) in Woodinville is hereby **APPROVED**, with the following conditions:

1. Except as amended by this decision, the conditions of approval set forth in the original Urban Stream Designation decision dated June 1, 2023, shall continue to apply to this Urban Stream Designation.

2. Compliance with the mitigation and monitoring for stream buffer enhancements shall be in accordance with the Critical Area Report and Mitigation Plan set forth in Exhibit 6, Appendix B of the Critical Area Report dated September 23, 2025, prepared by GeoEngineers. The mitigation shall be installed prior to any certificate of occupancy being issued for future development on the Midtown project site.

3. Except as modified by Condition 2, compliance with the mitigation and monitoring for stream buffer enhancements shall be in accordance with the Critical Area Report and mitigation Plan dated June 11, 2021, prepared by Cedarock Consultants Inc. and the revisions dated January 25, 2023, prepared by GeoEngineers.

4. The approved Critical Areas Report set forth in this decision shall remain valid for five (5) years from the date this decision becomes final. If required mitigation is not implemented and installed within a three (3) year period, this Critical Area Determination and urban stream designation shall expire and compliance with the critical area regulations adopted under Ordinance No. 784 shall apply.

Dated this 13th Day of January 2026

Robert Grumbach, AICP,
Development Services Director

ADMINISTRATIVE APPEAL

A party of record with standing may appeal the Director's decisions to the Woodinville Hearing Examiner pursuant to Chapter 21.81 WMC. Written appeals must be submitted with the appropriate fee paid to: Development Services Department, City of Woodinville City Hall, 17301 133rd Avenue NE, Woodinville, WA 98072. Please reference the planner below when filing.

Deadline to File Appeal: 4:00 pm, Tuesday, January 27, 2026

Contact Person: Emily Salcedo, Associate Planner
Phone Number: 425-877-2293
Email Address: emilys@woodinville.gov

Affected property owners may request a change in valuation with King County for property tax purposes notwithstanding any program of revaluation. For information regarding property valuations and/or assessments, contact the King County Assessor's Office at (206) 296-7300.

EXHIBIT M: NOTICE OF TERMINATION

AFTER RECORDING RETURN TO:

City of Woodinville
Attn: City Manager
17301 133rd Avenue NE
Woodinville, WA 98072

NOTICE OF TERMINATION OF DEVELOPMENT AGREEMENT BY AND BETWEEN THE CITY OF WOODINVILLE AND GREEN PARTNERS, LLC FOR THE MIDTOWN WOODINVILLE DEVELOPMENT

By Memorandum of Agreement of Development Agreement entered as of [*date*], recorded [*date*], under Recording No. [##########] (the "Memorandum"), the City of Woodinville ("City") and Green Partners, LLC ("Developer") gave notice of their entry into that certain Development Agreement by and between the City of Woodinville and Green Partners, LLC for The Midtown Woodinville development, dated as of the ____ day of _____, 2026 (the "Development Agreement"), affecting the real property described on Exhibit A hereto (the "Property").

Pursuant to Section 16.2 of the Development Agreement, "[t]his shall terminate upon the earliest of (i) the Termination Date, (ii) issuance of the certificate of occupancy for the final Phase of the Project, and (iii) the effective date of a written notice by Owner to the City terminating this Agreement. Upon such termination, the City shall record a notice of termination in a form substantially similar to that notice attached as Exhibit M." City and Developer [*or, if and as appropriate, successor/assign*] agree that [*describe the first occurring event*] occurred as of [*date*]. Accordingly, this Notice of Termination provides notice of record that the Development Agreement has been fully terminated as of the date hereof. Notwithstanding this Notice of Termination, Section 16.3 of the Development Agreement provides for survival of certain covenants as between City and Developer, and nothing in this notice affects such survival. Except as to such surviving terms, the Development Agreement is of no force or effect as to the Property, and no longer encumbers or otherwise affects the Property.

Dated: _____

CITY OF WOODINVILLE, a Washington optional municipal code city

By:___*[form only; not for execution]*_____
Name: _____
Title: _____
Date: _____

GREEN PARTNERS, LLC, a Washington limited liability company

By:___*[form only; not for execution]*_____
Name: _____
Title: _____
Date: _____

STATE OF WASHINGTON)
) ss.
COUNTY OF _____)

I certify that I know or have satisfactory evidence that _____ is the person who appeared before me, and said person acknowledged that (he/she) signed this instrument, on oath stated that (he/she) was authorized to execute the instrument and acknowledged it as the _____ of _____, to be the free and voluntary act of such party for the uses and purposes mentioned in the instrument.

DATED: _____

_____
Printed: _____
NOTARY PUBLIC in and for Washington
Residing at: _____
My appointment expires: _____

STATE OF WASHINGTON)
) ss.
COUNTY OF _____)

I certify that I know or have satisfactory evidence that _____ is the person who appeared before me, and said person acknowledged that (he/she) signed this instrument, on oath stated that (he/she) was authorized to execute the instrument and acknowledged it as the _____ of _____, to be the free and voluntary act of such party for the uses and purposes mentioned in the instrument.

DATED: _____

_____
Printed: _____
NOTARY PUBLIC in and for Washington
Residing at: _____
My appointment expires: _____

EXHIBIT N: MEMORANDUM OF AGREEMENT

AFTER RECORDING, PLEASE RETURN TO:
City of Woodinville
Attn: City Manager
17301 133rd Avenue NE
Woodinville, WA 98072

MEMORANDUM OF DEVELOPMENT AGREEMENT

This MEMORANDUM OF DEVELOPMENT AGREEMENT ("Memorandum") is entered into as of the ___ day of _____, 20__, by and between the CITY OF WOODINVILLE, a Washington optional municipal code city (the "City") and GREEN PARTNERS, LLC, a Washington limited liability company, and/or its successors and assigns ("Developer"), pursuant to the Development Agreement referenced below.

1. The City and Developer have entered into a Development Agreement pursuant to RCW 36.70B.170 - .210 (the "Development Agreement").

2. The Development Agreement addresses property owned by Developer legally described in Exhibit A, attached hereto and incorporated herein by this reference (the "The Midtown Woodinville Property").

3. The Development Agreement is valid for a period of ten (10) years and provides for certain vesting and development rights.

4. This Memorandum shall not, under any circumstances, be deemed to modify or change any provisions of the Development Agreement, the provisions of which shall in all instances prevail.

5. This Memorandum may be signed in two or more counterpart copies with the same effect as if the signature to each counterpart copy were on a single instrument. Each counterpart shall be deemed an original as to any party whose signature it bears and all such counterparts shall constitute one document.

IN WITNESS WHEREOF, THIS MEMORANDUM has been entered into by the parties on the dates set forth below.

CITY OF WOODINVILLE, a Washington optional municipal code city

By:___*[form only; not for execution]*_____
Name: _____
Title: _____
Date: _____

GREEN PARTNERS, LLC, a Washington limited liability company

By:___*[form only; not for execution]*_____
Name: _____
Title: _____
Date: _____

STATE OF WASHINGTON)
) ss.
COUNTY OF _____)

I certify that I know or have satisfactory evidence that _____ is the person who appeared before me, and said person acknowledged that (he/she) signed this instrument, on oath stated that (he/she) was authorized to execute the instrument and acknowledged it as the _____ of _____, to be the free and voluntary act of such party for the uses and purposes mentioned in the instrument.

DATED: _____

_____
Printed: _____
NOTARY PUBLIC in and for Washington
Residing at: _____
My appointment expires: _____

STATE OF WASHINGTON)
) ss.
COUNTY OF _____)

I certify that I know or have satisfactory evidence that _____ is the person who appeared before me, and said person acknowledged that (he/she) signed this instrument, on oath stated that (he/she) was authorized to execute the instrument and acknowledged it as the _____ of _____, to be the free and voluntary act of such party for the uses and purposes mentioned in the instrument.

DATED: _____

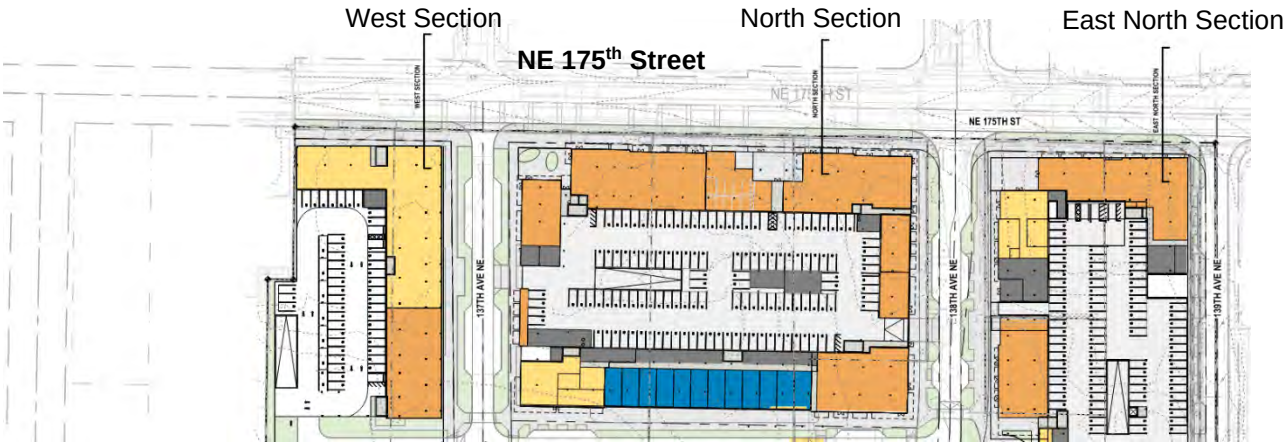
_____
Printed: _____
NOTARY PUBLIC in and for Washington
Residing at: _____
My appointment expires: _____

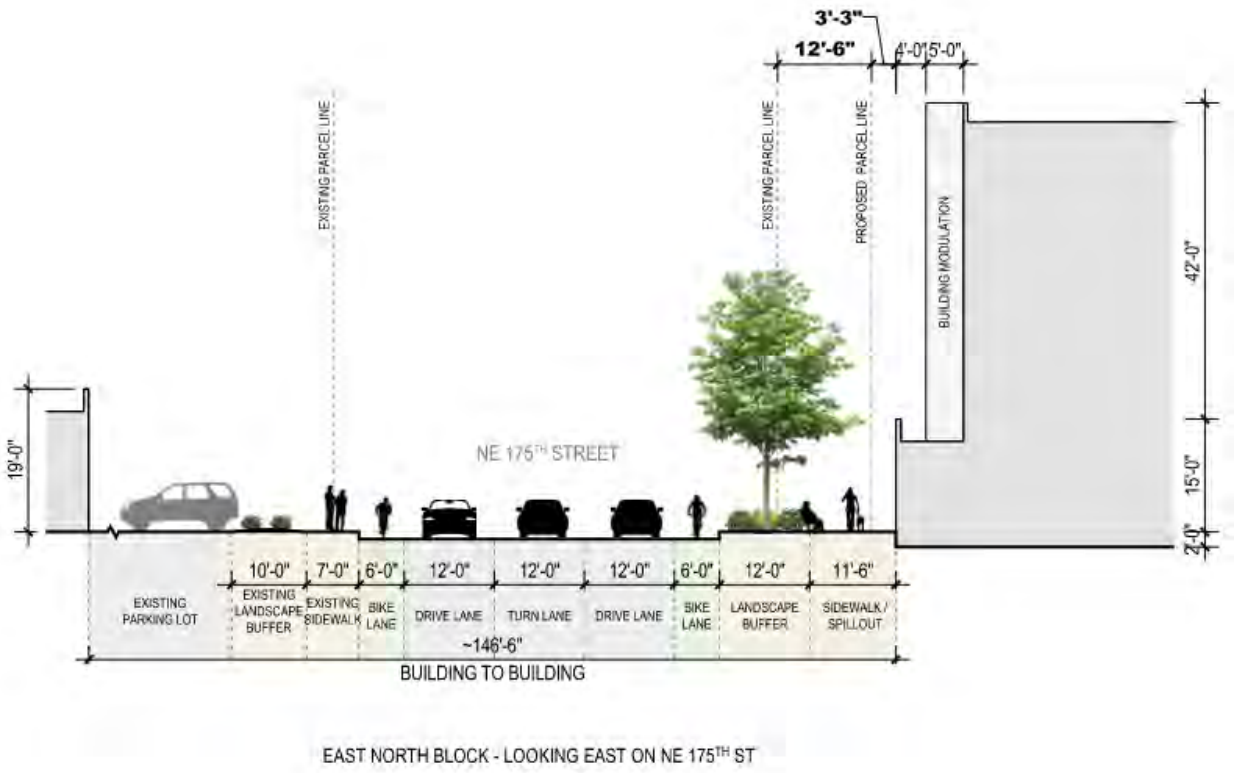
EXHIBIT O: APPROVED LOCATION OF GROUND FLOOR RESIDENTIAL UNITS

Areas highlighted in yellow on the site plan below are where residential dwelling units are authorized by the City Council to be on the ground floor and that can front the street (both public and private). Residential dwelling units are also authorized on the ground floor that do not front a street provided a commercial or active use as required by WMC 21.42.040 or professional office use(s) occupy the floor space at the street level between the residential dwellings and the street having a depth of at least 30 feet as measured from the interior side of the building facade facing the street.

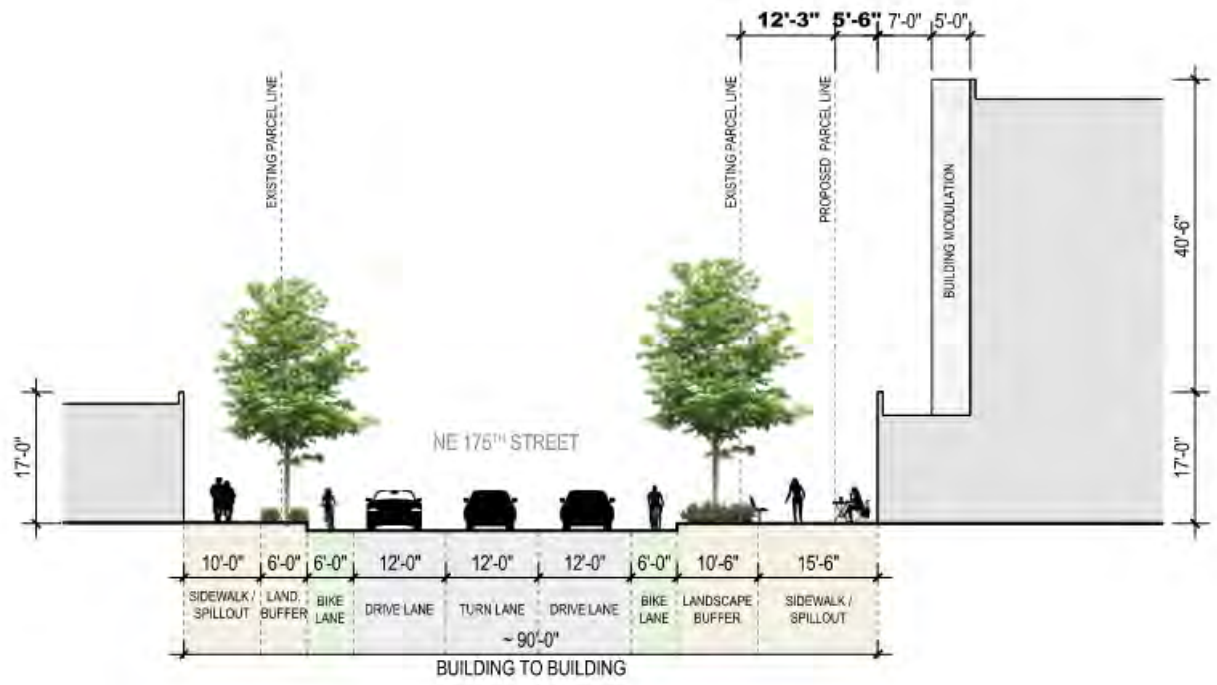
EXHIBIT P: BUILDING FACADE STEP BACK FACING NE 175TH STREET

Buildings within 20 feet of NE 175th Street right-of-way shall incorporate a minimum building facade step back above the first story of the building facade facing NE 175th Street as shown below (Note: this is additional to the requirements for building step backs or incorporating four architectural modulation/articulation features set forth in WMC Table 21.32.030(2).

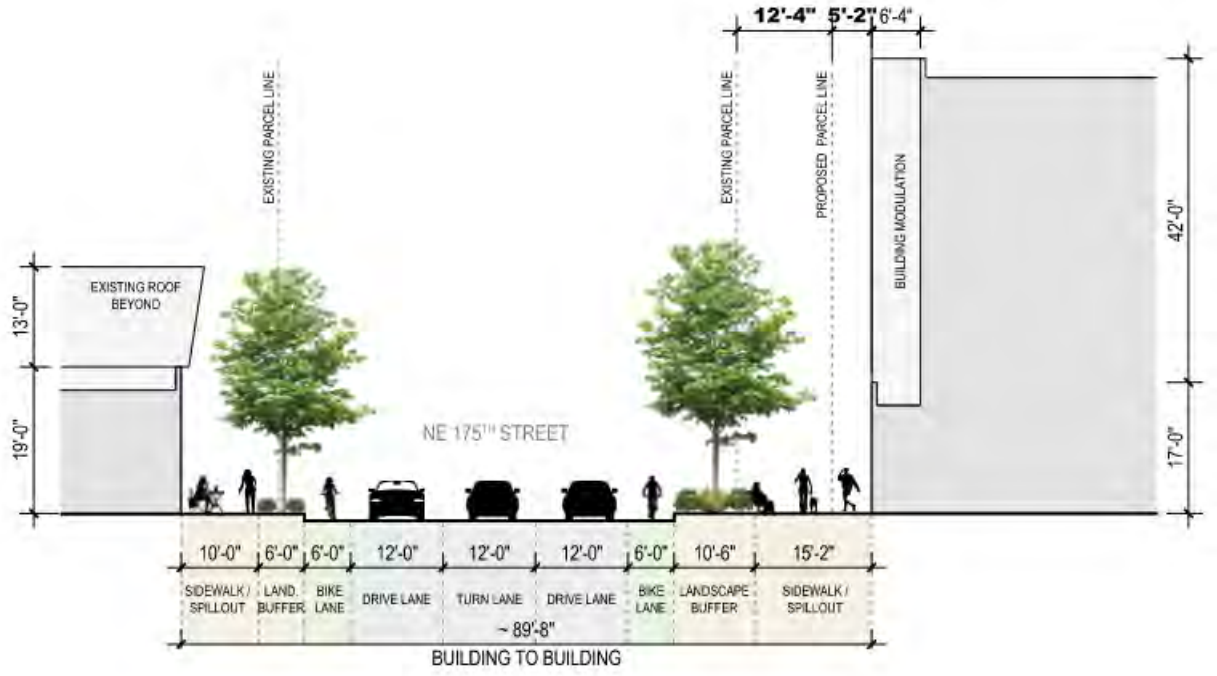




EAST NORTH BLOCK - LOOKING EAST ON NE 175TH ST



NORTH BLOCK - LOOKING EAST ON NE 175TH ST



WEST BLOCK - LOOKING EAST ON NE 175TH ST

Report to the City Council

Meeting Date:	March 17, 2026
Agenda Item:	Traffic Safety along 156th Avenue NE: Buchanan/D'Souza/Myers
Staff Contact:	Brandon Buchanan, City Manager
Additional Submitted by:	Asha D'Souza, Public Works Director BJ Myers, Chief of Police

Issue:	Shall the City Council receive a presentation on traffic safety along 156th Avenue NE, north of NE Woodinville Duvall Road?
Recommended Motions:	This item is for discussion only, and there are no recommended motions at this time.

Staff Report

Agenda Item Number: 12.

CITY OF WOODINVILLE, WA

REPORT TO THE CITY COUNCIL

17301 133rd Avenue NE, Woodinville, WA 98072
WWW.CI.WOODINVILLE.WA.US

To:	Honorable City Council	**Date:** March 17, 2026
By:	Brandon Buchnanan, City Manager Asha Pai D'Souza, P.E., Public Works Director BJ Myers, Chief of Police	
Subject:	Traffic Safety along 156th Avenue NE	

ISSUE: Shall the City Council receive a presentation on traffic safety along 156th Avenue NE, north of NE Woodinville Duvall Road?

RECOMMENDATION: Receive a presentation on traffic safety along 156th Avenue NE and provide direction to staff.

BACKGROUND: Recently, 156th Avenue NE north of NE Woodinville Duvall has been the subject of sustained and renewed community concerns about speeding, drainage, and overall traffic safety. In December 2025, City Councilmembers requested that staff provide a history of the corridor, along with any past and current analysis of traffic safety and related issues.

DISCUSSION:

Corridor Description

156th Avenue NE is a north-south oriented collector arterial street extending approximately one mile north from NE Woodinville Duvall Road to the City limits. The roadway continues north into unincorporated Snohomish County, providing access primarily to low-density residential development both within and outside the City. As a collector arterial, it connects to several local streets including the eastern segment of NE 195th Street.

The street section south of NE 195th Street includes a steep downhill section with grades ranging from roughly 7% to 9.1%. This segment is also straight, which reduces natural speed-moderating features. Together, the steep grades and straight alignment tend to encourage vehicle speeds higher than desired. The first ~1,400' of 156th Avenue NE north of Woodinville Duvall has a posted speed limit of 25 miles per hour (mph). North of that zone, the posted speed limit is 35 mph.

Driver feedback signs and speed limit signs are installed both north and south of the NE 195th Street intersection to inform motorists of their speed and encourage compliance with posted limits. These signs were replaced in early 2025 due to damage.

Evaluations of Driver Behavior

As part of its ongoing, programmatic traffic safety efforts, the City routinely monitors vehicle speeds and volumes on roadways throughout the City, including 156th Avenue NE. To measure speeds and traffic volumes, staff deploy portable radar devices. Placement of these devices varies depending on the desired data, such as intersection counts, directional travel patterns (including vehicles entering from outside City boundaries), and individual vehicle speeds.

Speed surveys and vehicle counts are intended to capture typical driver behavior. Accordingly, radar devices are generally not installed during holidays, weekends, or other atypical travel periods unless those conditions are specifically being studied. Survey durations vary, but most are conducted over a single 24-hour period; some extend to three days or up to one week. Recent programmatic evaluations of 156th Avenue NE found are summarized in Table 1.

Table 1: Vehicle Counts and Speed on 156th Avenue NE

	Oct. 2025	June 2023	Dec. 2022	Apr. 2021
Radar Location	NE 190th Street	City Limits	NE 190th Street	City Limits
Study Length (Days)	16	6	4	3
Northbound				
Average Daily Vehicle Count	3,500	2,000	2,500	2,300
Average Speed (mph)	36.81	38.25	42	36.94
85th Percentile (mph)	40.55	43	47	42
Southbound				
Average Daily Vehicle Count	3,100	2,100	2,650	1,800
Average Speed (mph)	40.55	38.25	40.8	37.21
85th Percentile (mph)	45	43	45	41

Driver Feedback Sign Data

The recently installed driver feedback signs are also capable of recording vehicle speeds and volumes; however, access to the data requires a separate licensing fee through the sign vendor. The license was initially deemed unnecessary due to redundancy with other methods but was purchased in November 2025 following resident and City Councilmember requests. Due to vendor-related issues, Public Works and Information Services staff were unable to access the data until January 2026.

Unlike the City's portable radar systems, the driver feedback signs collect data in aggregate and generate summary reports in 15- or 30-minute intervals. Staff generated 30-minute interval reports for each sign, which required significant time and continuous Wi-Fi access.

Data collected from the driver feedback signs differed substantially from the City's portable radar data during the October–November study period, with generally lower average and 85th percentile speeds. These discrepancies are likely due to device limitations and roadway conditions. Given the data inconsistencies and access challenges, staff does not consider the driver feedback sign data to be a reliable substitute for the City's portable radar systems.

Other Analysis

King County Sheriff Department uses StreetVision, an AI-powered analytics platform developed by Cambridge Mobile Telematics, to better understand driver behavior. The platform integrates anonymized mobile data and in-vehicle sensor inputs from insurance telematics software to model roadway conditions and assess roadway safety. Our partners at King County were able to share insights generated by the platform (Figure 1). These findings align with anecdotal evidence, indicating that a significant proportion of drivers travel above 40 mph in the hillside area of 156th Avenue NE.

Figure 1: Distribution of Driver's travelling above 40 miles per hour (1/4/2026 – 2/3/2026)

Collision History

Since 2019, there have been nine reported collisions along this corridor. None of these incidents involved vehicle interactions with pedestrians or bicyclists; however, one collision involved a bicyclist striking an object. A summary of the reported collisions is provided in Table 2.

Table 2: Reported Collision History on 156th Avenue NE since 2019

Date	Collision Type	Location Context	Primary Cause	Road Users Involved	Injury Severity	Description
6/6/2020	Animal Collision	Mid-block	None reported	Single vehicle & animal	No Apparent Injury	Vehicle struck an animal while traveling straight
9/16/2020	Fixed Object (Embankment)	Mid-block / Roadside	Driver distraction	Single vehicle	Possible Injury	Vehicle left the roadway and struck an earth bank
7/28/2022	Turning Conflict	Driveway	Failure to yield & speeding	Two vehicles	No Apparent Injury	Vehicle turning left from a driveway entered path of through traffic
4/5/2023	Rear-End Collision	Intersection	Driver inattention	Two vehicles	No Apparent Injury	Vehicle rear-ended a stopped vehicle in traffic
6/3/2023	U-Turn	Mid-block	Improper U-turn	Two vehicles	Possible Injury	U-turning vehicle conflicted with oncoming through traffic
10/3/2023	Fixed Object (Signpost)	Roadside	Driver distraction	Single vehicle	No Apparent Injury	Vehicle left travel lane and struck a signpost
12/21/2023	Fixed Object (Tree)	Roadside	Driver distraction	Single vehicle	Unknown	Vehicle left roadway and struck a tree
7/13/2024	Bicycle–Object	Mid-block	Cyclist distraction	Bicycle only	Suspected Serious Injury	Bicyclist struck trash cans while traveling
5/14/2025	Rear-End Collision	Mid-block	Inattention & following too closely	Two vehicles	Suspected Minor Injury	Vehicle rear-ended another vehicle that was slowing

Summary of Driver Behavior:

When considered collectively, the City's programmatic radar studies, driver feedback sign data, and collision history present a consistent picture of driver behavior along 156th Avenue NE.

Speed data collected over multiple years and at several locations along the corridor show that average travel speeds are generally at or modestly above the posted 35 mph limit; however, the 85th percentile speeds are between 5-10 mph above the posted speed limit. For the most recent

study, instances of excessive speeding (greater than 55 mph) are infrequent and represent less than one percent of daily traffic volumes.

Directional differences in travel behavior are also evident. Southbound traffic generally exhibits higher average and 85th percentile speeds, particularly on downhill segments south of NE 195th Street. Northbound traffic volumes tend to be slightly higher, though at lower average speeds.

Collision data further inform the safety context. Since 2019, there have been nine reported crashes along this segment of 156th Avenue NE. These crashes are relatively infrequent given daily traffic volumes. Speed was identified as a contributing factor in only one collision, with driver inattention or distraction cited most frequently.

While the available data indicate that while speeding is common along the corridor, it has not translated into a pattern of severe or frequent crashes. Nevertheless, consistent travel speeds above the posted limit, particularly on downhill segments, support ongoing monitoring, education, and targeted enforcement.

OTHER CONSIDERATIONS:

Drainage

Near the 19000 block of NE 195th Street, water periodically seeps through the pavement surface. A geotechnical analysis completed in March 2025 determined that downstream drainage limitations result in saturation of the roadway base material when culverts, drains, and soils become overwhelmed. Once groundwater levels reach a certain elevation, water seeps through the asphalt surface.

Two potential mitigation options were identified during the study: lowering the invert elevation of the inlet and installing an interceptor drain. These options are not mutually exclusive and could be implemented together; however, either would constitute a capital project. Because significant pavement cuts and traffic control would be required, the work would be most appropriately completed in conjunction with an overlay or other capital roadway project. In the interim, maintenance staff inspect the location regularly, depending on the likelihood of conditions becoming hazardous. Staff inspects the road daily, if icing conditions are anticipated. The City continues to patch and deice the affected area as needed.

Existing Projects

There have been two capital projects which have been considered for the corridor: Sidewalks and Walkways (ST-13-023) and a Crosswalk across 156th Avenue NE at NE 198th Street (ST-23-008) The sidewalk project is a complete streets project that has never been selected for funding. The project cost is estimated to be $6,663,000. The crosswalk project will add a rectangular rapid flashing beacon at the intersection, along with pedestrian activated buttons and associated hardware, and has been selected for funding in the current biennium. A task order was executed in January 2025 and design is currently underway. Neither project directly addresses driver behavior related to speeding.

DIRECTION AND NEXT STEPS:

Engineering options to address speeding along 156th Avenue NE are limited. Vertical deflection measures such as speed humps or speed tables are not feasible where speeding is most pronounced due to the road grade. Channelization measures, such as chicanes, hardened curbs, medians, or delineators, could potentially reduce speeds but would require substantial redesign. A comprehensive roadway regrade and complete streets reconstruction would represent a major capital project required significant funding.

From an education standpoint, the City has deployed temporary driver feedback signs, which have demonstrated short-term speed reductions. However, speeds generally return to baseline levels once motorists become accustomed to the devices or when they are removed.

Enforcement is another potential strategy. Temporary traffic enforcement by police officers has proven effective while officers are present; however, the City does not have dedicated full-time traffic enforcement officers. The estimated annual cost of a full-time patrol officer is $283,000, or $287,000 for a motorcycle officer, inclusive of salary, benefits, mandatory overtime, equipment, vehicle, training, and overhead.

Automated safety cameras may provide another enforcement option by allowing continuous monitoring without an officer's physical presence. However, the City is still in the process of implementing its approved pilot location within a school zone, and local effectiveness data and full program costs are not expected to be available until mid-2027. Installing a safety camera at this location would also require further study, including an equity analysis.

There are no specific recommendations at this time. Staff can prepare a capital project for Council consideration during Capital Improvement Planning process, anticipated to be presented to Council this Summer. It is important to underscore that any meaningful CIP project will be of significant magnitude and accompanying cost. Staff will continue periodic education, monitor traffic and speed data, and enforcement efforts.

RECOMMENDED MOTION:

This item is for discussion only, and there are no recommended motions at this time.

ATTACHMENT(S):

None.

Report to the City Council

Meeting Date:	March 17, 2026
Agenda Item:	Discussion on maintenance of 135th Avenue NE roundabout art: Buchanan/D'Souza
Staff Contact:	Brandon Buchanan, City Manager
Additional Submitted by:	Asha D'Souza, Public Works Director

Issue:	Shall the City Council discuss and provide direction on maintenance of 135th Avenue NE roundabout art?
Recommended Motions:	None- discussion only. Request direction from Council.

Staff Report

Agenda Item Number: 13.

CITY OF WOODINVILLE, WA

REPORT TO THE CITY COUNCIL

17301 133rd Avenue NE, Woodinville, WA 98072
WWW.CI.WOODINVILLE.WA.US

To: Honorable City Council **Date:** March 17, 2026
By: Brandon Buchanan, City Manager
Asha D'Souza, Public Works Director
Subject: Discussion on maintenance of 135th Avenue NE roundabout art

FINANCIAL ACTION SUMMARY		
Expenditure Required	**Amount Budgeted/Approved**	**Additional Amount Required**
$0	$0	$0

ISSUE: Shall the City Council discuss and provide direction on maintenance of 135th Avenue NE roundabout art?

RECOMMENDATION: Discuss and provide direction on maintenance of 135th Avenue NE roundabout art

BACKGROUND/DISCUSSION:

With the adoption of Resolution No. 496 in March 2017, the City accepted the donation of a large art sculpture from Woodin Creek Village Associates, to be placed in the center of the roundabout at 135th Avenue NE and NE 171st Street. Titled In Cloud Light III, the piece was donated and has graced the roundabout since 2017. Per the terms of the donation agreement (See Attachment 1), the City assumed all responsibilities, including maintenance, when it assumed ownership.

Regular maintenance including cleaning and minor care of the mechanical elements of the piece has been performed by City Staff over the years. However, City Staff are not experts in maintenance of large art pieces and the City has used a contractor for a number of years to provide regular inspection and any necessary special maintenance on various art installations around the City. In mid-2025, significant age-related wear and tear on the bearings that facilitate movement of the piece was discovered. The repair work is beyond the capabilities of City Staff. Staff worked with the City's art maintenance contractor, Artech, to create a cost estimate for that contractor to make the necessary repairs. More than simple replacement of bearings, the piece must be carefully shipped to the contractors shop in Seattle, disassembled, repaired, and shipped back to Woodinville for its reinstallation. Given that scope, the estimated cost is significant (see below):

Art Handling: $80,300.00
Disassemble and uninstall wheel elements from aerial kinetic sculpture
Stabilize and secure onto pallets for transport to Artech Warehouse
Replace bearings in Artech's shop and repack
Deliver packed pallets to installation site
Assemble and reinstall wheel elements onto aerial kinetic sculpture

Pack/Crate: $12,975.00
(15) 3/4" MDO pallet w/ skids, 60" long 1 1/2" steel pipe with threaded ends, flange to mount steel pipe to pallet, pressure fit blocking to stabilize pipe at base, twill ties to immobilize individual items, PVC pipe segments as spacers between items, ratchet straps to stabilize top of steel pipe
Each OD: 48" L x 48" W x 65" H

Parts: Estimated $12,000
0020112-295 Groove ball bearing for S-09030 56 pcs 9.100,00 9.100,00 USD
(Quantity 66) S 6010-2RS (EZO) Deep Groove Ball Bearing, Stainless Steel, 2 Seals + sipping, customs, etc.

Total: $114,790 (with estimated tax added)

The current budget does not provide for this scale of repair cost. While a long-term plan is created, Staff have temporarily immobilized the movement mechanism, locking the piece in a static state.

Given the significant and unfunded cost of repair, Council will need to provide direction as to how to proceed. Staff has identified four options for Council discussion/direction:

1) The City covers the cost of repair (estimate from contractor is $102,790 + 12,000 for parts= $114,790).
2) The City crew has immobilized the movement feature for the time being to avoid further damage from the failed bearings. The piece could be maintained as immobile indefinitely or until such time that budgeting accommodates the necessary repair.
3) Utilizing the provisions of the donation agreement, the City could:
    a. Simply relinquish ownership of the piece back to Woodin Creek Village Associates, and remove it from the current location. Woodin Creek Village Associates would then be free to do whatever it likes with the piece.
    b. Relinquish ownership back to Woodin Creek Village Associates, with an agreement where Woodin Creek Village Associates is responsible for ownership and maintenance, but the City agrees to allow its continued installation at the current location on public property.

In discussions with representatives of Woodin Creek Village Associates, they have indicated their preference would be Option 3b above, wherein ownership is returned to WCVA and they become responsible for maintenance of the piece at its current location on City property per a new agreement to that end.

ALTERNATIVES:

1. Discuss and provide direction to Staff
2. Take no action

RECOMMENDED MOTION:

None- discussion only. Request direction from Council

Attachments:
1) Resolution No. 496, Donation Agreement

RESOLUTION NO. 496

A RESOLUTION OF THE CITY OF WOODINVILLE, WASHINGTON ACCEPTING A DONATION OF A SCULPTURE FROM WOODIN CREEK VILLAGE ASSOCIATES, LLC. FOR THE ROUNDABOUT AT NE 171st ST AND 135th AVE NE.

WHEREAS, Revised Code of Washington 35.21.100 allows cities to accept donated money or property by Ordinance; and

WHEREAS, Woodinville Ordinance No. 521 provides for the acceptance of donations of value greater than $5,000 by City Council Resolution; and

WHEREAS, Woodin Creek Village Associates, LLC has made a generous offer to donate a sculpture to the City of Woodinville under specific conditions; and

WHEREAS, those conditions are specified in the attached Agreement; and

WHEREAS, the City is willing to fulfill the conditions of the Agreement in exchange for the sculpture;

NOW, THEREFORE THE CITY COUNCIL OF THE CITY OF WOODINVILLE, WASHINGTON, HEREBY RESOLVES AS FOLLOWS:

Section 1. Approval of Agreement to Accept Donation. The Woodinville City Council accepts the donation of the sculpture from Woodin Creek Village Associates, LLC and approves the Agreement for the donation and acceptance of the sculpture, substantially in the form contained in the attached Agreement.

Section 2. Other Actions Authorized. The Woodinville City Council hereby authorizes the City Manager to take other actions necessary to implement this decision and to fulfill the City's obligations contained in the attached Agreement.

RESOLVED THIS 21st day of March 2017.

Bernard W. Talmas

Bernard W. Talmas, Mayor

ATTEST/AUTHENTICATED:

By: Jennifer Kuhn

Jennifer Kuhn, CMC, City Clerk

Passed by the City Council: 3-21-2017
Resolution No. 496

RECEIVING NO. 5397
DATE 5-3-2017
CITY CLERK SHL
CONTRACT NO. 17-064

AGREEMENT BETWEEN CITY OF WOODINVILLE AND WOODIN CREEK VILLAGE ASSOCIATES, LLC FOR DONATION AND ACCEPTANCE OF A SCULPTURE

RECITALS

THIS AGREEMENT ("Agreement"), is made this 20th day of April, 2017, by and between the City of Woodinville ("the City"), a Washington Municipal Corporation, and Woodin Creek Village Associates, LLC, a Limited Liability Corporation ("Donor"), for the purpose of establishing a contractual relationship under which Donor will procure, install and donate, and the City will accept, a Sculpture for display on City property in the roundabout at NE 171st St and 135th Ave NE, in Woodinville, Washington.

WHEREAS, Donor has purchased a sculpture and will install same and present it to the City as a gift; and

WHEREAS, the City and Donor (collectively "the Parties") desire to formalize their contractual relationship regarding the procurement, construction, installation and transfer of the sculpture, and to define their respective rights, obligations and liabilities therefore;

NOW, THEREFORE, in consideration of the mutual promises set forth herein, it is agreed by and between the parties as follows:

TERMS

1. **Donation of Sculpture**. Donor agrees to procure and donate the Sculpture to the City, and the City agrees to accept the Sculpture, per the terms of this Agreement. Upon acceptance of the Sculpture by the City, the Donor is relieved of any further responsibility for care, maintenance, liability, etc. of the Sculpture. Transfer of ownership of the Sculpture shall be by written transfer of ownership interest in personal property.

2. **Specifications of Sculpture.** The Sculpture, produced by artist Anthony Howe, is titled In Cloud Light III, and is represented in the drawings included as Exhibit 1, attached to this agreement and herein incorporated. The Sculpture shall be placed in the designated roundabout in the location shown and represented in the attached drawing(s) in Exhibit 1.

3. **Donor's Responsibilities.** Donor shall procure and install the Sculpture no later than six months after the signing of this agreement. Donor shall be solely and exclusively responsible for contacting, communicating with, and coordinating delivery and installation of the Sculpture. Donor shall be responsible for obtaining all permits required by the Woodinville Municipal Code.

4. **City's Responsibilities.** The City shall accept delivery, receipt and ownership of the Sculpture at a mutually acceptable time and place. The City shall allow Donor pedestrian and vehicle access to installation site for purposes of constructing and installing the Sculpture. The City shall be responsible for on-going costs to maintain the Sculpture as outlined in Exhibit 2, PROVIDED, the duration of the installation of the Sculpture on City property shall be at the sole discretion of the City. If the City determines that it no longer desires to own and maintain the sculpture, it will be offered to the Donor (Woodinville

Creek Village Associates, LLC) at no charge at least one hundred twenty days prior to disposal by other means.

5. **Risk of Loss or Damage.** Donor shall be solely responsible and assume all risk of loss or damage to the Sculpture until receipt and acceptance thereof by the City. At the point of acceptance by the City, the Donor will bear no further liability, ownership, or authority regarding the Sculpture. The City agrees to include the sculpture in its insurance policies to protect the value against all hazards.

6. **Relationship of Parties**. No agent, employee, representative or subcontractor of Donor shall be deemed to be the employee, agent, representative or subcontractor of the City. None of the benefits provided by the City to its employees, including, but not limited to, compensation, insurance and unemployment insurance, are available from the City to the Donor or its employees, agents, representatives or subcontractors. Donor will be solely and entirely responsible for its acts and for the acts of Donor's agents, employees, representatives and subcontractors during the performance of this Agreement.

7. **Indemnification / Hold Harmless.** Donor 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 Agreement prior and up to the time of acceptance of the Sculpture by the City, except for injuries and damages caused by the sole negligence of the City. It is specifically and expressly understood that the indemnification provided herein constitutes the Donor's waiver of immunity under Industrial Insurance, Title 51 RCW, solely for the purposes of this indemnification. This waiver has been mutually negotiated by the parties. The provisions of this section shall survive the expiration or termination of this Agreement.

8. **Entire Agreement**. The written provisions and terms of this Agreement, together with all documents attached hereto, shall supersede all prior verbal statements of any officer or other representative of the City, and such statements shall not be effective or be construed as entering into or forming a part of, or altering in any manner whatsoever, this Agreement.

9. **Modification**. No waiver, alteration or modification of any of the provisions of this Agreement shall be binding unless in writing and signed by a duly authorized representative of the City and Donor.

10. **Assignment.** Neither party may assign its rights or obligations granted by this agreement without the written consent of the other party.

11. **Written Notice**. All communications regarding this Agreement shall be sent to the parties at the addresses listed below, unless notified to the contrary. Any written notice hereunder shall become effective as of the date of mailing by registered or certified mail, and shall be deemed sufficiently given if sent to the addressee at the address stated in this Agreement or such other address as may be hereafter specified in writing.

12. **Non-Waiver of Breach**. The failure of the City to insist upon strict performance of any of the covenants and agreements contained herein, or to exercise any option herein conferred in one or more instances shall not be construed to be a waiver or relinquishment of said covenants, agreements or options, and the same shall be and remain in full force and effect.

13. **Resolution of Disputes, Governing Law**. Should any dispute, misunderstanding or conflict arise as to the terms and conditions contained in this Agreement, the matter shall be referred to the City Manager, whose decision shall be final. In the event of any litigation arising out of this Agreement, the prevailing party shall be reimbursed for its reasonable attorney fees from the other party. This Agreement shall be governed by and construed in accordance with the laws of the State of Washington.

IN WITNESS WHEREOF, the parties have executed this Agreement on the day and year above written.

CITY OF WOODINVILLE

By: _____
Brandon Buchanan, City Manager

CITY CONTACT
City Manager
17301 133rd Avenue NE
Woodinville, WA 98072
Phone: 425-489-2700

WOODIN CREEK VILLAGE ASSOCIATES, LLC

By: _____
W. Dean Weidner, Member

DONOR CONTACT
W. Dean Weidner
Woodin Creek Village Associates, LLC
9757 Juanita Dr. NE, Suite 300
Kirkland, WA 98034
Phone: 425-821-3844

ATTEST/AUTHENTICATED

By: _____
Jennifer L. Kuhn, City Clerk

APPROVED AS TO FORM

By: _____
Office of the City Attorney

RESOLUTION NO. 496

A RESOLUTION OF THE CITY OF WOODINVILLE, WASHINGTON ACCEPTING A DONATION OF A SCULPTURE FROM WOODIN CREEK VILLAGE ASSOCIATES, LLC. FOR THE ROUNDABOUT AT NE 171st ST AND 135th AVE NE.

WHEREAS, Revised Code of Washington 35.21.100 allows cities to accept donated money or property by Ordinance; and

WHEREAS, Woodinville Ordinance No. 521 provides for the acceptance of donations of value greater than $5,000 by City Council Resolution; and

WHEREAS, Woodin Creek Village Associates, LLC has made a generous offer to donate a sculpture to the City of Woodinville under specific conditions; and

WHEREAS, those conditions are specified in the attached Agreement; and

WHEREAS, the City is willing to fulfill the conditions of the Agreement in exchange for the sculpture;

NOW, THEREFORE THE CITY COUNCIL OF THE CITY OF WOODINVILLE, WASHINGTON, HEREBY RESOLVES AS FOLLOWS:

Section 1. Approval of Agreement to Accept Donation. The Woodinville City Council accepts the donation of the sculpture from Woodin Creek Village Associates, LLC and approves the Agreement for the donation and acceptance of the sculpture, substantially in the form contained in the attached Agreement.

Section 2. Other Actions Authorized. The Woodinville City Council hereby authorizes the City Manager to take other actions necessary to implement this decision and to fulfill the City's obligations contained in the attached Agreement.

RESOLVED THIS 21st day of March 2017.

Bernard W. Talmas, Mayor

ATTEST/AUTHENTICATED:

By: Jennifer Kuhn
Jennifer Kuhn, CMC, City Clerk

Passed by the City Council: 3-21-2017
Resolution No. 496

Agreement with Woodin Creek Village Associates, LLC for Donation of Sculpture
("In Cloud Light III by Anthony Howe)
Exhibit 1

LANDSCAPE PLAN - AREA B
PLANT SCHEDULE, ROUNDABOUT/BRIDGE
LANDSCAPE NOTES
NOT FOR CONSTRUCTION
PACE
LANDSCAPE PLAN - AREA B
SOUTH LEG ADDITION
C8.1
135TH AVE NE
137TH AVE NE

Handbook

Kinetic Sculpture
In Cloud Light IV with Cauldron

This handbook is required to operate the kinetic sculpture.
Read this handbook before carrying out any work on the kinetic sculpture.

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1 Safety

Safety instructions help you to operate and maintain the kinetic sculpture safely.

1.1 Safety Instructions

Maintenance and Repair

Caution: Personnel who do not have the technical knowledge or experience must not attempt to dismantle, alter or repair the kinetic sculpture. If the kinetic sculpture is causing problems or is functioning incorrectly it must be taken out of service until a qualified technician can attend to it.

Flammable Gas

Danger: The kinetic sculpture contains flammable gas. Naked flames and smoking are prohibited when repairing the kinetic sculpture.

Risk of Entanglement

Caution: During maintenance work long hair, ties or scarves may become entangled in the fan.

Crushing

Caution: The mechanics have a number of potential pinch points. Care must be taken and the kinetic sculpture must not be operated or tested until technicians are clear about all the moving parts.

Servicing at Height

Caution: The kinetic sculpture has elements that require servicing at height. When working at height, secure yourself against falling. When working at height never work alone.

Hot Surfaces

Warning: The kinetic sculpture has a cauldron with a hot surface. Shut off the kinetic sculpture before any maintenance work and let the hot elements cool down first.

1.2 Explanation of Safety Instructions

Safety Instructions are marked with a sign and a signal word. The signal word indicates the level of danger.

Signal word: Danger
High level risk. Danger indicates an imminently hazardous situation which, if not avoided, will result in serious injury or death.

Signal word: Warning
Medium level risk. Warning indicates a potentially hazardous situation which, if not avoided, could result in serious injury or death.

Signal word: Caution
Low level risk. Caution indicates a potentially hazardous situation which, if not avoided, may result in minor or moderate injury or damage.

Important
Important for operation, maintenance or repair of the kinetic sculpture.

Note
Tips on use and information which may be useful.

1.3 Fault Procedure / Trouble Shooting

From time to time a component may become faulty. In this case the following procedure should be followed:

1. Secure the area around the kinetic sculpture.
2. Inspect the kinetic sculpture to identify the fault.
3. Re-tighten any loose screws or nuts etc. using a small amount of thread locker (like "loctite" medium strength/removable).

Do not bring the thread locker into contact with acrylic glass. Acrylic glass will crack.

4. If a component has physically been damaged it should be removed completely from the kinetic sculpture.
5. Before leaving the kinetic sculpture make it safe. Ensure that the public can not injure themselves or damage the kinetic sculpture. If necessary block the area around the kinetic sculpture.
6. Point out to the public the fact that the kinetic sculpture is temporarily out of operation.
7. Repair the component or contact Hüttinger for repair.

2 Introduction

This kinetic sculpture is a unique piece and has been produced specifically to comply with the requirements set out by the client.

The kinetic sculpture is prepared to receive a gas jet.

2.1 Identification

Kinetic Sculpture:

In Cloud Light IV with Cauldron

Serial number: 8926

Year of manufacture: 2016

Operator:

Anthony Howe
P.O.Box 362
Eastsound
Washington 98245
U.S.A.

Manufacturer:

Kurt Hüttinger GmbH & Co. KG
Mittelbügweg 90
90571 Schwaig bei Nürnberg
Germany
Phone: +49 911 99533-0
Fax: +49 911 99533-99
E-mail: info@huettinger.de

Spare Parts and Service:

Kurt Hüttinger GmbH & Co. KG

Handbook:

Creation date: 14.06.2016
Last update:
Author: Rolf Hoffmeyer

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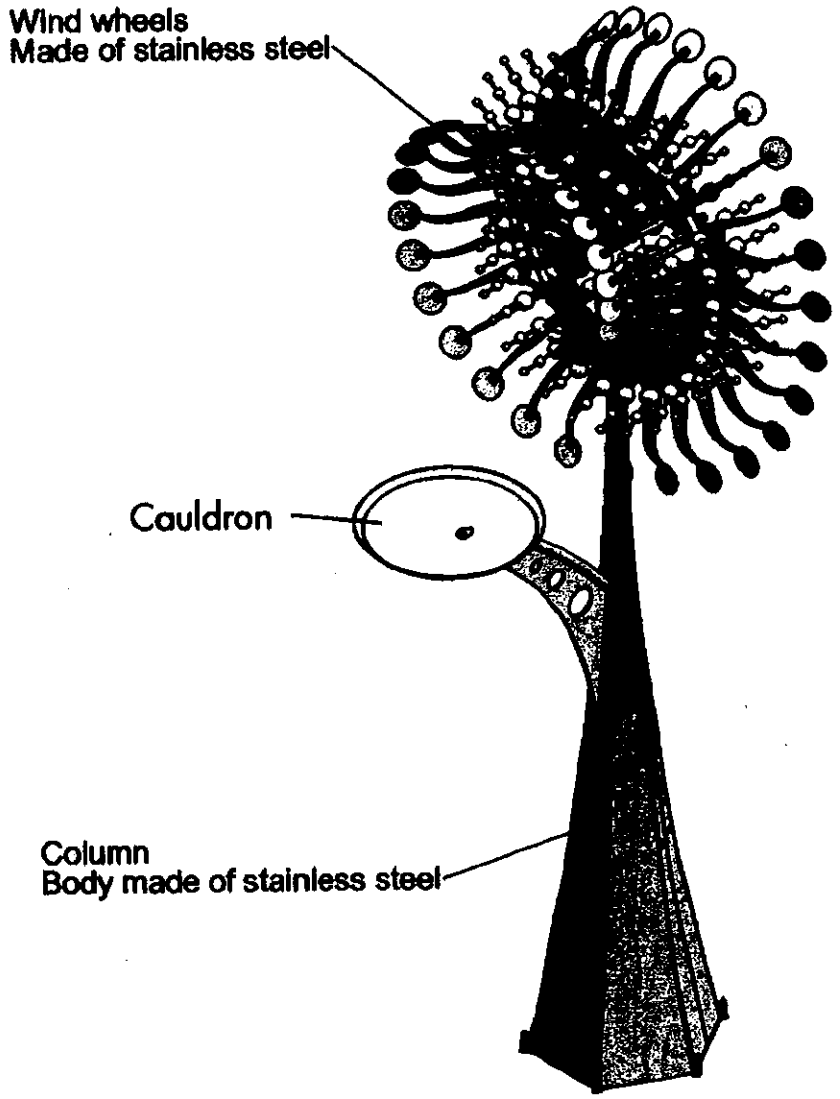
2.2 Overview of the Kinetic Sculpture



2.3 Visitor Experience

A phantastic sculpture that moves with the wind.
I like it, and I hope a lot of Cariocas as well.

2.4 Intended Use of the Kinetic Sculpture

This kinetic sculpture is designed for outdoor operation. It is designed for seismological zone 1 of Uniform Building Code.

This kinetic sculpture is designed for a maximum wind speed of **100 km/h** and a gust speed of maximum 144 km/h according to DIN EN 40-3-1.

This equals to **10** on the **Beaufort** wind scale.

If the forecast calls for violent weather such as hurricanes, tornadoes, and typhoons, it is advisable to take the piece down or block the area around the kinetic sculpture to make sure the public can not be injured.

The kinetic sculpture is prepared to receive a gas jet.

2.5 Operator's Duties

National and Local Regulations

The operator undertakes to observe the relevant provisions governing health and safety, such as those of accident prevention regulations.

3 Set Up

The kinetic sculpture is set up by Anthony Howe.

Use only stainless steel screws and nuts.

3.1 Ambient Temperatures for Operation, Transport and Storage

Ambient temperature for the operation	+1° C to 50 °C (+34°F to 120 °F)

3.2 Weight

approx 800 kg

4 Operation

If the forecast calls for violent weather such as hurricanes, tornadoes, and typhoons, it is sometimes advisable to take the piece down.

5 Maintenance

To ensure the longevity of this kinetic sculpture, the operator must regularly maintain and service the kinetic sculpture. Failure to comply with the maintenance schedule will effect the guarantee and the manufacturer shall not be liable for any resulting damage.

Qualification of Personnel for Maintenance and Repair

Only trained and skilled technicians may repair or maintain the kinetic sculpture.

- This handbook must be accessible to personnel maintaining or repairing the kinetic sculpture.
- The personnel must have read and understood this handbook.

Screws and Nuts

Coat nuts and screws always with copper paste. This ensures that the screw or nut can easily be untighten afterwards. Use only stainless steel screws.

5.1 Maintenance Schedule

As most of the pieces are mechanical in nature, a little bit of lubrication now and then goes a long way towards extending the kinetic sculpture's life, not unlike an automobile or a chain saw. Lubricate the sculpture at least one a year.

Re-tighten the base fastening screws after 8 weeks.

This kinetic sculpture is a unique piece. Observe carefully soiling and wear and tear and adapt the maintenance accordingly.

6 Cleaning and Care

General advice: Do not delay cleaning, react quickly.
The more time passes, the more difficult it is to clean.

Do a test where it won't show before applying an unknown cleaning agent.

6.1 Slight Soiling

In most cases a damp cloth is adequate for cleaning.

6.2 Heavy Soiling

Soak with lukewarm soapy water and wipe the surface with a lint-free soft cloth or sponge. Dry afterwards.

Soak **Moss** with cola. The moss dies within a few days, a regeneration is hampered.

6.3 Specific Soiling

Do not use tools made of iron or steel (e.g., spatula, wire-brush or steel wool.

Ball pen: Apply a little acetone (nail varnish remover), dab with a clean cloth, wipe using detergent foam

Grease, oil, lipstick, ink, shoe polish, lacquer, adhesive:
Spirit/alcohol, benzene, white spirit, acetone (nail varnish remover).

Chewing gum: Spray with WD-40 and allow to soak. Then scrape off.or steam-blast and scrape off.

Lime-scale Detergents containing 10% citric acid or 10% acetic acid.

Never use! Acids, de-scaler, formic acid, drain cleaner, hydrochloric acid, silver polish, polishing agents, wax, bleach.

7 Spare Parts and Wearing Parts

If you should not find a part in the list, make a photograph and send your request to info@huettinger.de.

Mechanical Parts

Description	Drawing no.	Specification	Wearing part*	Source	Total quantity
Stainless Steel Deep Groove Ball Bearing		S6010-2Z-HLC oiled, not greased	X	www.ina.com	56
Anchors		HIT-HY 200-A + HIT-V (8.8) M1		www.hilti.com	6

*) Wearing parts are excluded from warranty.

8 Disposal

The kinetic sculpture may be disposed of in normal garbage/waste.

9 EC Declaration of Conformity

This kinetic sculpture complies with the General Product Safety Directive 2001/95/EC

This kinetic sculpture complies with the following Construction Products Regulation EU/305/2011

The applied harmonized standards is EN 1090-1/2

Compilation of the technical documents:
Rolf Hoffmeyer, Kurt Hüttinger GmbH & Co. KG

9.1 CE Marking According to EN 1090-1 (Method: ZA3.3)

CE

Kurt Hüttinger GmbH & Co. KG Mittelbügweg 90
90571 Schwaig bei Nürnberg Deutschland

Jahr der Kennzeichnung: 2016

Zertifikat Nr. 0036-CPR-1090-1.00329
ausgestellt von: TÜV SÜD IS GmbH, Westendstr. 199,
80686 München, NoBo nr. 0036

Nach folgender Norm:	EN 1090-1
Für das Exponat:	In Cloud Light IV with Cauldron
mit der Serien-Nr.	8926
Geometrische Toleranzen:	EN 1090-2, D1
Schweißeignung:	1.4301nach Z 30.3-6
Bruchzähigkeit:	0 (Stahl)
Brandverhalten:	Klasse A1 für Stahl
Freisetzung von Cadmium:	NPD
Freisetzung von radioaktiver Strahlung:	NPD
Dauerhaftigkeit:	NPD
Tragfähigkeitsmerkmale	
Tragfähigkeit:	gemäß statischer Berechnung 21614-1 von Jörg Feichtmayr, vom 29.4.2016
Verformung im Grenzzustand der Gebrauchstauglichkeit:	NPD
Ermüdungsfestigkeit:	NPD
Feuerwiderstand:	NPD
Herstellung:	Nach Bauteilspezifikation und DIN EN 1090-2
Ausführungsklasse:	EXC2

9.2 Declaration of Performance According to EN 1090-1

Serial number: 8926

Purpose: In Cloud Light IV with Cauldron

Operator: Anthony Howe
P.O.Box 362
Eastsound
Washington 98245
U.S.A.

Manufacturer: Kurt Hüttinger GmbH & Co. KG
Mittelbügweg 90
90571 Schwaig bei Nürnberg
Germany

Systems of assessment and verification of constancy of performance: 2+

Certificate: No. 0036-CPR-1090-1.00329 issued by
TÜV SÜD IS GmbH, Westendstr. 199, 80686 München, NoBo nr. 0036

Declaration of Performance for the Steel Construction and Secondary Mechanical Engineering Components

Performance Characteristic	Declared Performance	Harmonised Technical Specification
Geometric data (Tolerances on dimension and shape)	EN 1090-2, D1	EN 1090-1: 2012-02
Weldability	1.4301 according to Z 30.3-6	EN 1090-1: 2012-02
Fracture toughness	NPD	EN 1090-1: 2012-02
Reaction to fire	Class A1 for steel	EN 1090-1: 2012-02
Release of cadmium	NPD	EN 1090-1: 2012-02
Emission of radioactivity	NPD	EN 1090-1: 2012-02
Durability	NPD	EN 1090-1: 2012-02
Structural characteristics		
Load bearing capacity	Static calculation 21614-1 of Jörg Feichtmayr, dated from 29.4.2016	EN 1090-1: 2012-02
Deformations at the serviceability limit state	NPD	EN 1090-1: 2012-02
Fatigue-strength	NPD	EN 1090-1: 2012-02
Resistance to fire	NPD	EN 1090-1: 2012-02

NPD: No performance determined

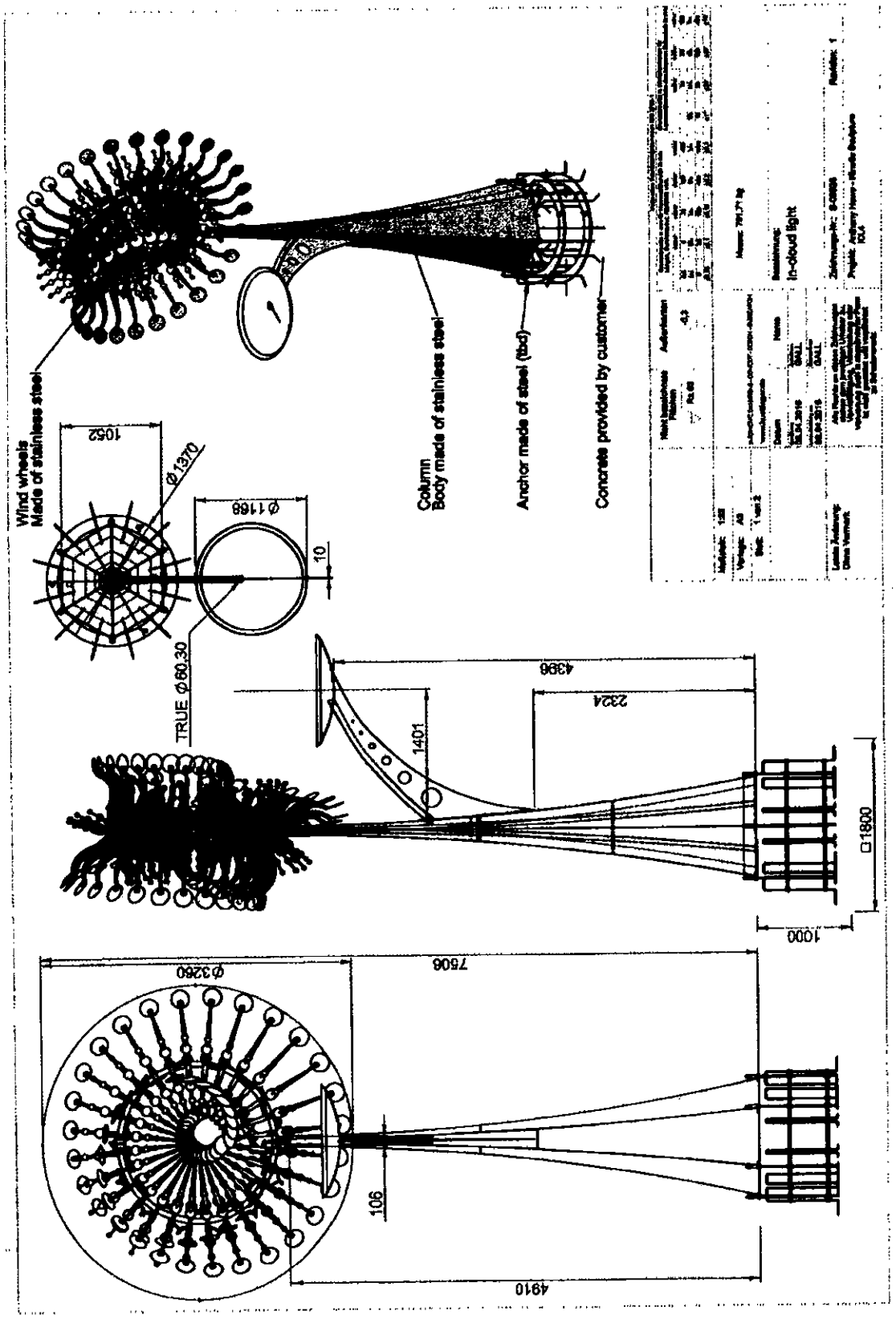
The declared performance of the steel product complies to the declared performance mentioned in the table above. The manufacturer is responsible for the declaration of performance in accordance with the EU regulation No. 305/2011

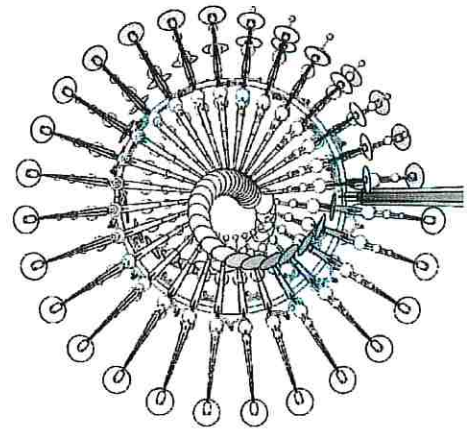
Signed for and on behalf of the manufacturer :

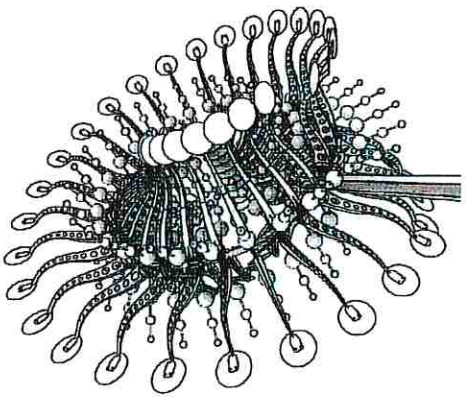
Schwaig, 08.06.2016

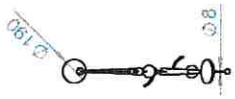
Axel Hüttinger

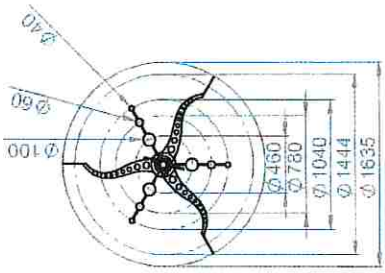
10 Production Drawings











Dimensions without tolerances to ISO 2768-1
Permissible deviations for ranges of lengths, diameters, distances etc.

from	over	bis	over	bis	over	bis	over	bis	over	bis
0,5	3	6	6	30	30	120	120	400	400	1000
3	6	30	30	120	120	400	400	1000	1000	2000
6	30	120	120	400	400	1000	1000	2000	2000	4000
30	120	400	400	1000	1000	2000	2000	4000	4000	8000
f	m	g	g	g	g	g	g	g	g	g

Permissible deviations for ranges of angles in mm for shorter side of the angle concerned

over	bis	over	bis	over	bis	over	bis
10	50	50	120	120	400	400	
m	g	g	g	g	g	g	

Not specified surfaces: Rz 63

Not specified edges: -0,3

Weight: 791,71 kg

Description:

	Name
Date	
08.04.2016	GALL
08.04.2016	GALL

Drawing No.: S-08926

Revision: 1

Project: Anthony Howe - Kinetic Sculpture ICL4

Scale: 1:33

Sheet size: A3

Page: 2 of 2

Latest changes:
Ohne Vermerk

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www.huettinger.de

Report to the City Council

Meeting Date:	March 17, 2026
Agenda Item:	Presentation of 2026 Legislative Session Wrap Up: Hill
Staff Contact:	Jared Hill, Intergovernmental Affairs Program Manager

Issue: Shall Council receive a wrap up report on the 2026 Legislative Session?

Staff Report

Agenda Item Number: 14.

CITY OF WOODINVILLE, WA

REPORT TO THE CITY COUNCIL

17301 133rd Avenue NE, Woodinville, WA 98072
WWW.CI.WOODINVILLE.WA.US

To: Honorable City Council **Date:** March 17, 2026

From: Jared Hill, Intergovernmental Affairs Program Manager

Subject: Presentation of 2026 Legislative Session Wrap Up

FINANCIAL ACTION SUMMARY		
Expenditure Required	**Amount Budgeted/Approved**	**Additional Amount Required**
$0		$0

ISSUE: Shall Council receive a wrap up report on the 2026 Legislative Session?

RECOMMENDATION: The Council should receive a presentation on the results of the 2026 Legislative Session.

BACKGROUND/DISCUSSION:
The Washington State Legislature convened for its annual legislative session on Monday, January 12, 2026. This session, the second of the biennium, is a short 60-day session scheduled to conclude on March 12, 2026. Because the legislative session will conclude prior to the March 17, 2026 City Council meeting, the presentation will provide a summary of the final outcomes of the 2026 legislative session, including legislation relevant to the City of Woodinville and the status of the City's adopted Legislative Agenda.

The presentation will also include an overview of legislation passed during the 2026 session by members of the 1st Legislative District delegation—Senator Derek Stanford, Representative Shelley Kloba, and Representative Davina Duerr—consistent with a request from the City Council.

The City of Woodinville is located within Washington's 1st Legislative District and is represented by Senator Derek Stanford, Representative Shelley Kloba, and Representative Davina Duerr. Each of these representatives serves on several legislative committees relevant to municipal policy and budget matters

2026 First District Committee Assignments		
Senator Stanford	**Representative Kloba**	**Representative Duerr**
Senate Business, Financial Services & Trade Committee	House Environment and Energy Committee	House Environment & Energy Committee
Senate Labor & Commerce Committee	House Environment & Energy Committee	House Local Government Committee
Senate Ways & Means Committee	House Technology, Economic Development, & Veterans Committee	House Transportation Committee

ATTACHMENTS:

1) City of Woodinville 2026 Legislative Agenda
2) External Legislative Agendas & 2026 Legislative Session Cutoff Calendar

CITY OF WOODINVILLE

2026 Legislative Agenda

Housing Policy Implementation

The Legislature has passed extensive housing policy legislation in recent sessions. Now, Woodinville urges the Legislature to pause additional policy change to give jurisdictions necessary time to implement and evaluate the success of those measures.

Reasonable Liability Relief

Out of control costs related to liability exposure are eating away at the ability of government entities and public agencies to deliver essential services. Woodinville requests the State help reasonably control liability exposure.

Resiliency Support

Federal funding to support climate and environmental mitigation are at risk. The City of Woodinville seeks resources to build resiliency solutions and protect our citizens.

Gridlock Solutions

Woodinville seeks a partnership with WSDOT to complete improvements at the SR 522 and SR 202 interchange to enable reliable transit service, increase capacity, and accommodate continued regional growth.

Woodinville is a rapidly growing community and seeks to support all of its residents. The City's 2026 agenda focuses on implementation of past legislation, offsetting cost increases, and building a resilient future.

Woodinville supports the legislative agendas of the Northshore School District, Association of Washington Cities (AWC), Sound Cities Association (SCA), and A Regional Coalition for Housing (ARCH).

JARED HILL
INTERGOVERNMENTAL AFFAIRS
206-960-2060

BRYNN BRADY
STATE LOBBYIST
253-686-33

2026 Legislative Agenda

Funding Request(s)

- The City of Woodinville is seeking $300,000 in Local and Community Projects funding to increase resiliency and emergency preparedness.
- Woodinville urges the legislature to direct WSDOT's investment in the SR 522 and SR 202 failing intersection. The City welcomes discussion and is prepared to be a partner in improvements.
- The City of Woodinville supports Northshore School District's request for a fully funded K-12 education system.

Growth Management Act & Local Decision Making

- Ensure Woodinville retains its ability to implement the City's Housing Action Plan and adherence to the Growth Management Act with local control and attention to regional conditions.

Public Safety

- Support enhanced state funding for indigent defense and workforce development for public defenders to help our criminal justice system function more effectively.
- Support efforts to prevent and address juvenile crime, including expanding the capacity for juvenile behavioral health treatment and state corrections.
- Support additional prosecutorial and law enforcement resources to address organized retail theft.

Human Services

- Woodinville encourages state investment in assisting those impacted by reduced federal social service programs; access to affordable heath care; civil rights, SNAP and Medicaid.
- Woodinville promotes legislation that addresses the behavioral health treatment crisis by increasing the capacity of the crisis response system, including an ample workforce, and supporting local programs that connect individuals with needed care.
- Woodinville supports increased state investment in emergency and transitional housing.

Affordable Housing

- Woodinville supports transit-oriented development and the continued investment in regional transportation improvements including efforts to address decreasing transit service in suburban communities due to staffing shortages. The City seeks state recognition that bus service has not been restored to pre-pandemic levels and development standards cannot be tied to variable and easily repealed levels of service.
- Woodinville encourages increased home ownership opportunities through the development of condominiums and finding solutions to address the barriers to construction of new condominiums.

Environmental Stewardship

- The City encourages legislation, partnerships, and funding that incentivizes and supports the City's recently adopted Climate Action Plan.
- The City encourages funding mechanisms for court-mandated removal of fish passages (culverts).

Transportation and Infrastructure

- The City encourages the restoration of transit service to and from Woodinville in order to increase utilization of the Woodinville Park and Ride.

2026 City Legislative Priorities

Cities and towns are home to 66% of Washington's residents, drive the state's economy, and provide the most accessible form of government. The success of our cities and towns depends on adequate resources and community-based decision-making to best meet the unique needs of our communities.

Washington's 281 cities and towns ask the Legislature to partner with us and act on the following priorities:

Indigent defense

Increase state support and funding for indigent defense services to meet existing needs as well as the new lower caseload mandates ordered by the Washington Supreme Court. Enhance state support for increasing the indigent defense workforce with incentives and programs to encourage more public defenders.

Transportation

Increase sustainable revenue that supports local transportation preservation, maintenance, and operations and includes direct distributions to cities and towns. Continue to support efforts to improve traffic safety. Explore revenue tools such as a highway usage fee, a retail delivery fee, expanded transportation benefit district (TBD) authority, or a "sidewalk utility."

Housing supply

Provide time to implement recent state housing legislation. Increase housing investments to meet needs across the housing continuum, including construction and preservation of affordable housing, home ownership, and senior housing. Support tools to better coordinate urban growth area (UGA) development and funding options such as a local option real estate excise tax, short-term rental tax, and expanded use of lodging taxes for housing.

Shared revenues

Continue the historical revenue-sharing partnership between the state and its cities and towns, which provides stability and continuity for local budgets. Preservation of these resources, such as liquor revenues and criminal justice assistance funds, are indispensable to local fiscal sustainability and predictability.

Contact:
Candice Bock
Government Relations Director
candiceb@awcnet.org

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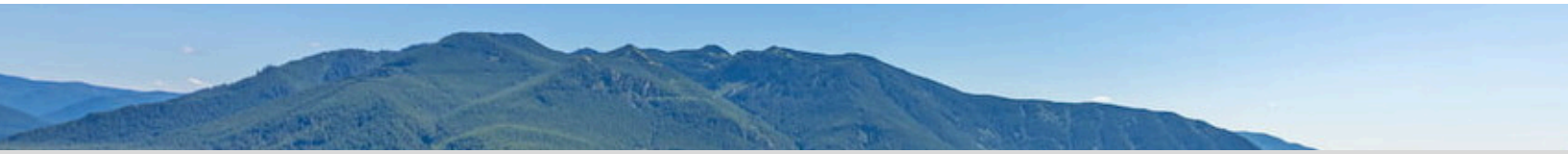
SOUND CITIES ASSOCIATION

2026 State Legislative Agenda

SOUND CITIES ASSOCIATION

38 Cities. A Million People. One Voice.



The Sound Cities Association (SCA) urges the Washington State Legislature to adopt a balanced and equitable approach to policymaking that empowers cities to meet the varied and unique needs of communities in King County.

Fund & Support Indigent Defense Services

Cities require sustained state funding, workforce development, and guidance to meet the new indigent defense caseload standards, which are expected to significantly strain local budgets and operations. The projected cost increase for surveyed SCA cities is nearly 700% over ten years, with local funding models disproportionately impacting cities with the most indigent defense cases.

SCA supports:

- State funding for most—if not all—public defense to ensure equity and stability; and,
- Policies that strengthen the public defense workforce.

Expand Access for Public Safety Local Options

SCA cities support a range of state funding sources for public safety and the flexibility to allocate funds based on local priorities. While cities appreciate HB 2015's criminal justice sales tax, restrictive requirements limit cities' ability to access and use the funding effectively.

SCA supports:

- Easing restrictions on eligibility for the HB 2015 sales tax; and,
- Increasing support for public safety workforce and alternative crisis response programs.

Support Local Housing Priorities

Cities request adequate time to implement existing housing regulations before new policies are introduced, along with flexible funding tools to meet both state and local housing goals.

SCA supports:

- Prioritization of incentives over mandates that allow locally tailored approaches that focus on outcomes rather than prescriptive methods;
- Increasing the HB 1590 revenue allocation to cities for housing and behavioral health services from 40% to 50%; and,
- State engagement with cities throughout the legislative process and aligning regulatory efforts, including environmental regulations, with a broader strategy to expand housing supply.

Invest in Local Climate Action

SCA cities ask the state to collaborate more directly with cities to support local climate action. While cities have developed robust climate resilience plans, funding remains a major challenge.

SCA supports:

- Investment in local sustainability efforts; and,
- Providing transparent communication about Climate Commitment Act funding, including outcomes, impacts, and future resources.

SOUND CITIES ASSOCIATION
38 Cities. A Million People. One Voice.

Fund & Support Local Transportation Priorities

SCA cities ask the state to provide flexible options for funding local transportation. SCA cities in King County face a major transportation funding gap: the Puget Sound Regional Council's Regional Transportation Plan shows a 45% shortfall for cities compared to much lower gaps for counties and WSDOT.

SCA supports:

- Sustainable state transportation revenue that provides funding for local preservation, maintenance, operations, and safety improvements;
- Implementing a Road Usage Charge with a more balanced revenue distribution than the current gas tax; and,
- Instituting flexible funding options to address growing infrastructure demands.

Support for Safe Use of E-Bikes and E-Motorcycles/E-Dirt Bikes

SCA cities support the use of regulatory and law enforcement strategies to promote the safe and appropriate use of e-bikes and e-motorcycles/e-dirt bikes.

SCA supports:

- Expanded State regulations to address the rising popularity of e-bikes and e-motorcycles/e-dirt bikes among youth to ensure safe use while promoting sustainable transportation
- Adding a definition for e-motorcycles/e-dirt bikes in state code. As e-motorcycles/e-dirt bikes are distinct from both e-bikes and traditional electric motorcycles, a clarifying statewide definition will ensure these emerging technologies are correctly classified and uniformly regulated to ensure public safety and responsible use.

Modernize Liability Laws to Protect Cities and Taxpayers

Cities across King County face rapidly escalating liability costs that strain local budgets, jeopardize essential services, and contribute to long-term fiscal instability. Outdated state liability statutes, including rules governing joint and several liability, admissible medical damages, and the presentation of non-economic damages in court, create conditions where municipalities may be held disproportionately responsible for financial judgments even when their share of fault is limited. These escalating pressures reduce cities' ability to invest in public safety, infrastructure, human services, and other core functions. SCA supports balanced, statewide liability reforms that ensure fair compensation for injured parties while preventing municipalities and taxpayers from bearing disproportionate financial burdens.

SCA supports:

- Updating joint and several liability statutes to ensure that financial responsibility aligns with actual fault, including limiting full liability for defendants whose share of fault is minimal or triggering joint responsibility only when a defendant is found to be primarily at fault.
- Reforming the calculation of medical damages by allowing only actual amounts paid or owed rather than inflated, billed charges—to be considered in settlement and judgment calculations.
- Promoting fairness and transparency in jury awards by ensuring that any stated amounts of non-economic damages presented to a jury are directly tied to evidence rather than arbitrary or speculative anchors.
- Pursuing statewide reforms that protect the long-term financial health of local governments while maintaining equitable access to justice for injured individuals.

SCA Legislative Guiding Principles

SCA supports legislation that aligns with the following guiding principles:

- Advance racial equity and social justice
- Improve the social safety net
- Make no unfunded mandates to cities
- Preserve local decision-making authority

ARCH

A Regional Coalition for Housing

2026 Legislative Priorities

ARCH members are currently planning for over 80,000 additional affordable homes by 2044. To meet this need, ARCH is focused on funding and policy solutions that will help build more affordable housing faster.

1 ARCH Priority 1: Increase funding for affordable housing at the state and local levels

1A: Provide local revenue options to support affordable housing (such as a graduated local Real Estate Excise Tax)

1B: Encourage state investments and provide funding incentives for local jurisdictions to promote affordable housing (such as expanding the HB 1406 state sales tax credit)

2 ARCH Priority 2: Continue to reduce barriers and support local efforts to build more affordable housing faster

2A: Establish development and tax incentives to support affordable rental and ownership housing on properties owned by religious organizations

2B: Support other policies that expand access to land for a range of affordable housing types (such as surplus property policies)

General Policy Positions

- **ARCH supports policies and continued state assistance that ensure strong local affordable housing projects, plans, and programs (such as the Multifamily Tax Exemption and inclusionary policies).**
- **ARCH recognizes the importance of maintaining the existing stock of affordable housing in East King County and protecting prior investments**

Beaux Arts Village • Bellevue • Bothell • Clyde Hill • Hunts Point • Issaquah • Kenmore • King County • Kirkland • Medina • Mercer Island • Newcastle • Redmond • Sammamish • Woodinville • Yarrow Point

ARCH is a partnership of local jurisdictions working to preserve and increase housing for low- and moderate income households in East King County.

2026 Session Cutoff Calendar

	Date	Day of Week	Day of Session	
January	12	M	1	← **First day of session**.
	13	T	2	
	14	W	3	
	15	Th	4	
	16	F	5	
	17	S	6	
	18	Su	7	
	19	M	8	
	20	T	9	
	21	W	10	
	22	Th	11	
	23	F	12	
	24	S	13	
	25	Su	14	
	26	M	15	
	27	T	16	
	28	W	17	
	29	Th	18	
	30	F	19	
	31	S	20	
February	1	Su	21	
	2	M	22	
	3	T	23	
	4	W	24	← **Policy Committee Cutoff.** Last day to read in committee reports in house of origin, except House fiscal committees and Senate Ways & Means and Transportation committees.
	5	Th	25	
	6	F	26	
	7	S	27	
	8	Su	28	
	9	M	29	← **Fiscal Committee Cutoff.** Last day to read in committee reports from House fiscal committees and Senate Ways & Means and Transportation committees in house of origin.
	10	T	30	
	11	W	31	
	12	Th	32	
	13	F	33	
	14	S	34	
	15	Su	35	
	16	M	36	
	17	T	37	← **House of Origin Cutoff.** Last day to consider bills in house of origin (5 p.m.).
	18	W	38	
	19	Th	39	
	20	F	40	
	21	S	41	
	22	Su	42	
	23	M	43	
	24	T	44	
	25	W	45	← **Policy Committee Cutoff - Opposite House.** Last day to read in committee reports from opposite house, except House fiscal committees and Senate Ways & Means and Transportation committees.
	26	Th	46	
	27	F	47	
	28	S	48	
March	1	Su	49	
	2	M	50	← **Fiscal Committee Cutoff - Opposite House.** Last day to read in opposite house committee reports from House fiscal committees and Senate Ways & Means and Transportation committees.
	3	T	51	
	4	W	52	
	5	Th	53	
	6	F	54	← **Opposite House Cutoff.** Until 5 p.m., last day to consider opposite house bills with the exception of budgets, matters necessary to implement budgets, matters that affect state revenue, initiatives to the legislature and alternatives, differences between the two houses, and business related to the interim or closing the session.
	7	S	55	
	8	Su	56	
	9	M	57	
	10	T	58	
	11	W	59	
	12	Th	60	← **Sine Die.** Last day allowed for regular session under state constitution.

The Governor has 5 days, if the Legislature is still in session, or 20 days, if the Legislature has adjourned, to take action on any bill passed by the Legislature.

Report to the City Council

Meeting Date:	March 17, 2026
Agenda Item:	Ordinance No. 805, amending WMC 2.22 and appointments to the Public Spaces Commission: Buchanan/Ganson
Staff Contact:	Brandon Buchanan, City Manager
Additional Submitted by:	Jeff Ganson, City Attorney

Issue:	Shall the City Council pass First Reading, waive Second Reading, and Adopt Ordinance No. 805, amending WMC 2.22?
Recommended Motions:	I MOVE TO PASS FIRST READING, WAIVE SECOND READING, AND ADOPT ORDINANCE NO. 805, AMENDING WMC 2.22.

Staff Report

Agenda Item Number: 15.

CITY OF WOODINVILLE, WA

REPORT TO THE CITY COUNCIL

17301 133rd Avenue NE, Woodinville, WA 98072
WWW.CI.WOODINVILLE.WA.US

To: Honorable City Council **Date:** March 17, 2026
By: Brandon Buchanan, City Manager
Jeff Ganson, City Attorney
Subject: Ordinance No. 805, amending WMC 2.22 and appointments to the Public Spaces Commission

FINANCIAL ACTION SUMMARY		
Expenditure Required	**Amount Budgeted/Approved**	**Additional Amount Required**
$0	$0	$0

ISSUE: Shall the City Council pass First Reading, waive Second Reading, and Adopt Ordinance No. 805, amending WMC 2.22?

RECOMMENDATION: Pass First Reading, waive Second Reading, and Adopt Ordinance No. 805, amending WMC 2.22

BACKGROUND/DISCUSSION:
At the March 3, 2026 Council meeting, Council discussed amending its Council Rules to standardize the appointment process for when there are vacancies on the various Commissions that serve the Council. In order to standardize that process, the Code language that establishes how each Commission has membership must also be standardized. Currently, the language for both the Planning and Salary Commission specify that appointments are made directly by Council. To the contrary, the Code for the Public Spaces Commission states that appointments are made by the Mayor and subject to approval of Council. To standardize the appointment process provided in Council Rules, Staff recommends aligning the Code language for the Public Spaces Commission with the language for the Planning and Salary Commissions: appointments are made directly by the Council. Proposed Ordinance No. 805 makes that simple change to WMC 2.22.030(2):

(2) Appointment and Qualifications. Members of the Public Spaces Commission shall be appointed by majority vote of ~~the Mayor, subject to confirmation by~~ the City Council. Members of the Public Spaces Commission must reside within the City limits of the City of Woodinville.

ALTERNATIVES:

1. Discuss and provide direction to Staff/City Attorney
2. Take no action

RECOMMENDED MOTION:

I MOVE TO PASS FIRST READING, WAIVE SECOND READING, AND ADOPT ORDINANCE NO. 805, AMENDING WMC 2.22

Attachments:

1) WMC 2.22
2) Ordinance No. 805, updating WMC 2.22.030(2)

Chapter 2.22
PUBLIC SPACES COMMISSION

Sections:

2.22.010 Purpose.
2.22.020 Created.
2.22.030 Membership.
2.22.040 Compensation.
2.22.050 Meetings.
2.22.060 Staff support.
2.22.070 Duties and responsibilities.
2.22.080 Public art.
2.22.090 Limitations.

2.22.010 Purpose.

The purpose of this chapter is to establish an advisory body to provide guidance and direction on the creation of well rounded public spaces by advising the City Council and staff on matters relating to parks, recreation, trees, art, and City rights-of-way while promoting the responsible management of these public resources in a manner consistent with the goals and policies of the Comprehensive Plan; community urban forestry plan; parks, recreation, and open space plan; the City's Tree Code; and public infrastructure standards and specifications. (Ord. 675 § 17, 2018)

2.22.020 Created.

There is hereby created a Public Spaces Commission for the City of Woodinville, Washington. (Ord. 675 § 17, 2018)

2.22.030 Membership.

(1) Term of Office. The Public Spaces Commission shall consist of seven members, each of who shall be appointed for a term of three years. Any member whose term is expiring or has expired may be reappointed for a subsequent three-year term with no break in service required; provided, that each seat must be subject to an open application, appointment and Council confirmation process prior to each subsequent term after the first two full terms. If a vacancy occurs during the term of any member, his/her successor shall be appointed to serve for the unexpired portion of the term.

(2) Appointment and Qualifications. Members of the Public Spaces Commission shall be appointed by the Mayor, subject to confirmation by the City Council. Members of the Public Spaces Commission must reside within the City limits of the City of Woodinville.

(3) Ex-Officio Appointment. With the consent of the majority of the Public Spaces Commission, the chairperson may appoint up to four nonvoting members to the Commission with expertise or interest in a subject matter area relevant to the current work of the Commission. Ex-officio members of the Public Spaces Commission need not meet residency requirements. The duration of such appointments will be established by the Commission at the time the appointments are made.

(4) Removal. Members of the Public Spaces Commission may be removed by the majority vote of the entire City Council for neglect of duty, conflict of interest, malfeasance in office or other just cause, or for

unexcused absence for more than three consecutive regular meetings. The decision of the City Council shall be final and there shall be no appeal therefrom.

(5) Vacancies. Vacancies, occurring other than through the expiration of term, shall be filled for the unexpired term in the same manner as for appointments as provided in this chapter. (Ord. 684 § 1, 2019; Ord. 680 § 1, 2019; Ord. 675 § 17, 2018)

2.22.040 Compensation.

Members of the Commission shall serve without compensation but with the appreciation of the City Council. (Ord. 675 § 17, 2018)

2.22.050 Meetings.

(1) The Public Spaces Commission shall elect from among its members a chair who shall preside at all meetings and a vice chair who shall preside in the absence of the chair. The chairperson and vice chairperson shall be elected annually at the first meeting of the year.

(2) A majority of the appointed and confirmed Public Spaces Commission members shall constitute a quorum for the transaction of business and a majority vote of those present shall be necessary to carry any motion.

(3) The Public Spaces Commission shall adopt such rules and regulations as are necessary for the conduct of its business.

(4) The Public Spaces Commission shall provide for a regular meeting schedule, including time, place and frequency of meetings as necessary. The Commission may, from time to time, provide for special meetings in accordance with Chapter 42.30 RCW. All meetings shall be open to the public, in accordance with Chapter 42.30 RCW, the Open Public Meetings Act. (Ord. 675 § 17, 2018)

2.22.060 Staff support.

City staff shall provide technical and clerical support for the Commission. (Ord. 675 § 17, 2018)

2.22.070 Duties and responsibilities.

The Public Spaces Commission shall act in a policy advisory capacity to the City Council, as directed by the City Council. In performance of its duties and responsibilities, the Public Spaces Commission may be called upon to provide recommendations on matters including, but not limited to, the following:

(1) Parks and Open Spaces Related Matters. Comprehensive park planning; the acquisition of land and/or other facilities for parks and recreational facilities; development, design and operation of parks and recreation programming and facilities; facility use fees and procedures; park, play field and facility design; capital improvement planning; concessions; contracts, interlocal agreements, and lease agreements regarding parks and recreation activities.

(2) Tree Related Matters. City of Woodinville Urban Forestry Plan; tree protection regulations and landscaping requirements; education materials in support of the urban forestry plan and tree protection regulations and standards; tree inventory and tree canopy assessment studies; heritage tree program; and Arbor Day events.

(3) Art Related Matters. Donated and loaned art; strategies for promotion of public art; promotion of public/private partnerships for the benefit of public art pieces; and incorporation of art into the design of public facilities.

(4) Right-of-Way Related Matters. Those matters occurring in City-owned rights-of-way which affect the creation of well rounded public spaces for the community.

(5) All additional matters as may, from time to time, be referred to the Public Spaces Commission by the City Council or the City Manager. (Ord. 675 § 17, 2018)

2.22.080 Public art.

When considering matters pertaining to public art pursuant to WMC 2.22.070(3), the Public Spaces Commission shall be guided by the following considerations:

(1) Art projects will be responsive to the community by reflecting and respecting local values and character, and providing a source of pride for generations of residents.

(2) Art projects will reflect the scope, scale, and character of the site.

(3) Art projects will be assessed for durability, resistance to vandalism, and public safety.

(4) Consideration of long-term maintenance shall be a consideration in any decision regarding acquisition, donation, or display of public art.

(5) Art projects will promote a multicultural and diverse experience for all residents.

(6) Whenever possible, art projects will be incorporated into the design of the facility. (Ord. 675 § 17, 2018)

2.22.090 Limitations.

The Public Spaces Commission shall have no duties or responsibilities related to the following activities:

(1) Advocacy on behalf of the City or the Commission without expressed Council authorization;

(2) Supervision of staff, administrative operations, or maintenance; and

(3) Regional issues not specifically assigned to the Commission by the City Council. (Ord. 675 § 17, 2018)

Mobile Version

ORDINANCE NO. 805

AN ORDINANCE OF THE CITY OF WOODINVILLE, WASHINGTON, AMENDING CHAPTER 2.22 WMC AND ORDINANCE NOS. 675, 680, AND 684, CONCERNING APPOINTMENT OF COMMISSIONERS TO THE PUBLIC SPACES COMMISSION.

WHEREAS, in 2018 the Woodinville City Council adopted Ordinance No. 675, consolidating the functions of several advisory boards in a new Public Spaces Commission; and

WHEREAS, Ordinance No. 675 provided that members of the Public Spaces Commission were to be appointed by the Mayor, subject to the approval of a majority of the City Council; and

WHEREAS, the City Council desires to standardize the appointment process for commissioners across the City's numerous advisory boards, including the Public Spaces Commission;

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

Section 1. Subsection 2 of Woodinville Municipal Code section 2.22.030 and the corresponding portions of Ordinances Nos. 675 § 17, 680 § 1 and 684 § 1 are hereby amended to read as follows (new text is shown by underline; deletions of text are shown by ~~strikethrough~~); all other provisions of this section shall remain unchanged and in full force:

2.22.030 Membership.

...

(2) Appointment and Qualifications. Members of the Public Spaces Commission shall be appointed by majority vote of ~~the Mayor, subject to confirmation by~~ the City Council. Members of the Public Spaces Commission must reside within the City limits of the City of Woodinville.

...

Section 2. Severability. Should any section, paragraph, sentence, clause, or phrase of this Ordinance be held invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section, sentence, or phrase of this Ordinance.

Section 3. Effective date. This Ordinance shall become effective thirty (30) days after its passage and publication as required by law. The City Clerk is directed to publish a summary of this ordinance at the earliest possible publication date by publication of the ordinance title.

ADOPTED BY THE CITY COUNCIL AND SIGNED IN AUTHENTICATION OF ITS PASSAGE THIS _____ DAY OF _____, 2026.

_____
Sarah Arndt, Mayor

ATTEST/AUTHENTICATED:

_____
Katie Hanke, City Clerk

APPROVED AS TO FORM:
OFFICE OF THE CITY ATTORNEY

_____
Jeffrey Ganson, City Attorney

PASSED BY THE CITY COUNCIL:
PUBLISHED:
EFFECTIVE DATE:
ORDINANCE NO. 805

WOODINVILLE

Report to the City Council

Meeting Date:	March 17, 2026
Agenda Item:	Resolution No. 683, Amending Council Rules of Procedure: Buchanan
Staff Contact:	Brandon Buchanan, City Manager

Issue:	Shall the Council approve Resolution No. 683, amending its Rules of Procedure?
Recommended Motions:	I MOVE TO APPROVE RESOLUTION NO. 683, AMENDING THE COUNCIL RULES OF PROCEDURE.

Staff Report

Agenda Item Number: 16.

CITY OF WOODINVILLE, WA

REPORT TO THE CITY COUNCIL

17301 133rd Avenue NE, Woodinville, WA 98072
WWW.CI.WOODINVILLE.WA.US

To:	Honorable City Council	**Date:** March 17, 2026
From:	Brandon Buchanan, City Manager	
Subject:	Resolution No. 683, Amending Council Rules of Procedure	

ISSUE: Shall the Council approve Resolution No. 683, amending its Rules of Procedure?

RECOMMENDATION: Approve Resolution No. 683

BACKGROUND/DISCUSSION: The City Council adopts its Rules of Procedure ("Rules") to guide and regulate its activity as a body. Per Section 8.5 of the Rules, the Council's Rules are formally reviewed every two years, after a municipal election. Any changes in the Rules should be adopted by passage of a Resolution. The most recent version of the Rules was adopted in January 2024, when the Council adopted Resolution No. 639 (Attachment 1).

Council discussed whether any changes were desired and the Staff recommendation regarding the streamlining of the appointment process to various City Commissions (Planning Commission, Public Spaces Commission, and Salary Commission) at its March 3, 2026 meeting. No additional changes, other than streamlining the Commission appointments, were requested at that meeting. Draft Resolution No. 683 adds a new Section 12. Appointment of Commissioners to Advisory Boards. The appointment process proposed therein essentially mirrors the appointment process for Mayor/Deputy Mayor captured elsewhere in the Council Rules.

ALTERNATIVES:
1. Provide direction to staff
2. Take no action

RECOMMENDED MOTION:

I MOVE TO APPROVE RESOLUTION NO. 683, AMENDING THE COUNCIL RULES OF PROCEDURE.

Attachments:
1) Resolution No. 639 (Current Council Rules of Procedure)
2) Draft Resolution No. 683

RESOLUTION NO. 639

A RESOLUTION OF THE WOODINVILLE CITY COUNCIL REVISING THE CITY COUNCIL RULES OF PROCEDURE.

WHEREAS, RCW 35A.11.020 gives the City Council of each code city the power to organize and regulate its internal affairs consistent with the provisions of Title 35A RCW; and

WHEREAS, from time to time, the City Council amends its Rules of Procedure by Resolution; and

WHEREAS, the City Council desires to amend its Rules of Procedure so that it may more effectively and efficiently conduct the business affairs of the City Council;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF WOODINVILLE, WASHINGTON, HEREBY RESOLVES AS FOLLOWS:

Section 1. Adopting Rules of Procedure. The City Council's Rules of Procedure are hereby adopted in their entirety to read as set forth in Exhibit 1, attached hereto. All previous versions of the City Council's Rules of Procedure are hereby superseded.

RESOLVED this 16th day of January 2024.

Mike Millman, Mayor

ATTEST/AUTHENTICATED:

Katie A. Hanke

Katie Hanke, City Clerk

Passed by the City Council: 01-16-2024
Resolution No. 639

WOODINVILLE CITY COUNCIL
COUNCIL RULES OF PROCEDURE

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Revised by Resolution No. 639
Revised by Resolution No. 603, April 5, 2022
Revised by Resolution No. 585, April 20, 2021
Revised by Resolution No. 559, April 21. 2020
Revised by Resolution No. 508, February 13, 2018
Revised by Resolution No. 477, April 19, 2016
Revised by Resolution No. 443, March 4, 2014
Revised by Resolution No. 421, May 8, 2012
Repealed by Resolution No. 420, April 17, 2012
Ratification of Resolution No. 383, April 20, 2010
Repealed by Resolution No. 383, March 16, 2010
Revised by Resolution No. 349, April 1, 2008
Adopted by Resolution No. 339, July 9, 2007

Section 1. Purpose and Effect. These Rules of Procedure ("rules") constitute the official rules of procedure for the Woodinville City Council and are adopted for the sole benefit of the members of the City Council to assist in the orderly conduct of Council business. These rules do not grant rights or privileges to members of the public or third parties.

Section 2. Parliamentary Authority. In all decisions arising from points of order, the Council may consult the most current edition of Robert's Rules of Order Newly Revised, a copy of which is maintained in the office of the Woodinville City Clerk. Any reference to Robert's Rules of Order in these rules means the most current edition of Robert's Rules of Order. A majority of a quorum of Councilmembers present at a meeting may waive any rule.

Section 3. Election of Officers. The City Council shall use the following process to elect a Mayor and Deputy Mayor.

3.1 The Mayor and Deputy Mayor shall be elected by a majority of the full Council.

3.2 The City Clerk shall serve as the Presiding Officer for the nomination process for the position of Mayor. A Mayor shall be elected before the Office of Deputy Mayor is opened for nominations.

3.3 The City Clerk will ask for nominations. When it appears that no one else wishes to make any further nominations, the City Clerk will ask again for further nominations and if there are none, the City Clerk will declare the nominations closed. A motion to close the nominations is not necessary.

3.4 No Councilmember may nominate more than one person for a given office.

3.5 Nominations do not require a second.

3.6 If more than one (1) nomination is made, an open election is conducted by roll call vote. When called upon, each Councilmember shall state the name of the nominee for whom voted.

3.7 If none of the nominees receives a majority of the votes cast, those nominees receiving the most votes will proceed to a runoff vote, until one nominee receives a majority of the votes cast. If there is a tie vote between two or more nominees, those nominees shall proceed to a runoff vote until one nominee receives more votes than the other nominees, and that nominee shall advance in the process.

3.8 A tie vote results in a failed nomination, except as described above.

3.9 The City Clerk shall declare the nominee receiving the majority vote as the new Mayor. The newly elected Mayor will Presiding Officer the nominations and election of the Deputy Mayor and shall proceed as described above.

Section 4. Duties of Officers.

4.1 Presiding Officers. The Mayor, or when absent, the Deputy Mayor, shall be the Presiding Officer of the Council. In the absence of the Mayor, the Deputy Mayor shall perform the duties and responsibilities of the Mayor with regard to conduct of meetings. In the absence

of both the Mayor and the Deputy Mayor at any Council meeting, the Council shall appoint one of the members of the Council to act as a temporary Presiding Officer.

4.2 Duties of the Mayor. The Mayor serves as the head of the city for ceremonial purposes and shall attest to official actions of the City Council by signing ordinances, resolutions, proclamations, letters, etc. In the event the Mayor declines to execute such documents, this shall be considered a temporary absence, and the Deputy Mayor is empowered to sign these items on behalf of the City Council.

4.3 Presiding Officer's Duties. It shall be the duty of the Presiding Officer to:

4.3.1 Call the meeting to order.

4.3.2 Keep the meeting to its order of business.

4.3.3 Control discussion in an orderly manner.

4.3.3.1 Give every Councilmember who wishes an opportunity to speak when recognized by the Presiding Officer.

4.3.3.2 Permit audience participation at the appropriate times.

4.3.3.3 Require all speakers to identify themselves for the record, speak to the question and observe the rules of order.

4.3.4 State each motion before it is discussed and before it is voted upon.

4.3.5 Put motions to a vote and announce the outcome.

4.3.6 Confirm that a Councilmember's request of staff is agreeable to a Council majority. The City Manager shall first consider a request requiring extensive staff effort or study. On any request, staff may seek clear direction from a majority of the Council.

4.4 Presiding Officer–Question of Order. The Presiding Officer shall decide all questions of order, subject to the right of appeal to the Council by any two members.

4.5 Presiding Officer–Participation. The Presiding Officer shall call the Deputy Mayor or any Councilmember to take the Presiding Officer so the Presiding Officer may make a motion.

Section 5. Meeting Provisions. All Council Meetings shall comply with the requirements of the Open Public Meetings Act (Chapter 42.30 RCW). All Regular Meetings, Special Meetings, and Regular Study Sessions of the Council shall be open to the public.

5.1 Quorum. At all Council meetings, a majority of the Council (four members) shall constitute a quorum for the transaction of business, but a lesser number may recess, adjourn, or listen to information without taking action.

5.2 Remote Participation in Council Meetings. A Councilmember may participate and vote in all or part of a Regular Meeting or Special Meeting by electronic video or audio communication technology, including, but not limited to telephone, speakerphone, or

video conferencing twice per calendar year, unless otherwise approved by a majority vote of Council, if the technical capability exists, and under the following conditions.

5.2.1 A councilmember may only participate in a meeting remotely if the Council has the technical capability to ensure all of the following:

5.2.1.1 The remotely-participating Councilmember must be able to hear all participants at the Council meeting. The video and/or audio of the remotely-participating Councilmember must be seen and/or heard clearly by all Councilmembers and members of the public attending the meeting. The Presiding Officer must confirm this at the start of the Councilmember's remote participation and note this for the record.

5.2.1.2 The remotely-participating Councilmember's telephone or other electronic connection to the Council meeting must be sufficiently stable to allow for consistent communication between the remotely-participating Councilmember and those attending the Council meeting in person. The remotely-participating Councilmember must be able to ask and answer questions, comment, make or second motions, raise objections, and vote on motions as the need arises. The Presiding Officer should periodically confirm that the remotely-participating Councilmember's connection continues to meet these requirements.

5.2.1.3 Any technical difficulties that prevent the remotely-participating Councilmember, Councilmembers attending the meeting in person, and any other meeting attendees from hearing each other shall be addressed immediately. If the ability for all remote and in-person attendees to communicate cannot be restored immediately, the Councilmember's remote participation shall be terminated by the Presiding Officer and the Councilmember's attendance for the remainder of the meeting shall be considered an excused absence; provided, that the Presiding Officer's termination of remote participation is subject to appeal pursuant to the rules of order.

5.2.1.4 The remotely-participating Councilmember has received all agenda packet materials and can receive or view any additional materials that may be distributed during the meeting.

5.2.2 A Councilmember intending to remotely participate in a Council meeting should notify the Council of the need and reasons for remote participation through the City Clerk. Failure to provide adequate notice of intent to participate remotely shall be grounds for denial of the Councilmember's remote participation by the Presiding Officer, such decision being subject to appeal pursuant to the rules of order.

5.2.2.1 The Councilmember's notification to the City Clerk and Council shall note whether the Councilmember will remotely participate in the entire meeting, or only participate for specific agenda items. If the Councilmember intends to participate only for specific agenda items, the Councilmember's notification to the City Clerk and Council shall note the agenda items in which the Councilmember intends to participate

remotely. At the conclusion of such agenda item(s), the Councilmember shall be excused from further participation in the meeting.

5.2.3 The remotely-participating Councilmember bears any costs of remote participation. The remotely-participating member may use the communications equipment owned by the City at City Hall without charge.

5.2.4 All votes taken while a Councilmember is participating remotely must be by roll call vote.

5.2.5 Pursuant to Section 11.3, remotely-participating Councilmembers and Councilmembers attending the meeting in-person may only communicate with each other through the remote video or audio connection observable to the public, and must not communicate through any other means during the meeting.

5.2.6 Remotely-participating Councilmembers shall comply with all rules and procedures as if they were physically present at the Council meeting.

5.3 Attendance–Excused Absences. RCW 35A.12.060 provides that a Councilmember shall forfeit his or her office by failing to attend three consecutive regular meetings of the Council without being excused by the Council. Members of the Council may be so excused by complying with this section. The member shall contact the City Manager, City Clerk or Presiding Officer prior to the meeting to report that they are unable to attend the meeting. The City Manager or City Clerk shall convey the message to the Presiding Officer. Following roll call, the Presiding Officer shall inform the Council of the member's absence. The Presiding Officer shall ask for a motion to excuse the absent member. The motion to excuse shall be nondebatable. Upon passage of such motion by a majority of members present, the absent member shall be considered excused, and the Clerk will make an appropriate notation in the minutes. When more than one Councilmember is absent, each Councilmember's absence may be voted on separately.

5.4 Seating Arrangement. Councilmembers shall occupy the respective seats in the Council chambers assigned to them by position number, except that the Mayor shall sit at the center of the Council, and the Deputy Mayor shall sit at the left hand of the Mayor.

5.5 General Meeting Decorum.

5.5.1 While the Council is in session, the members must preserve order and decorum. A member shall not by conversation or otherwise (a) delay or interrupt the proceedings; (b) disrupt any member while speaking or the peace of the Council; or (c) refuse to obey the orders of the Council or the Presiding Officer, except as otherwise provided in these rules.

5.5.2 For regular meetings and other formal settings, the Mayor shall be addressed as "Mr., Madam or Ms. Mayor" or "Mayor (surname)." For regular meetings and other formal settings, the Deputy Mayor and Councilmembers shall be addressed as "Mr., Madam or Ms. (surname)" or "Councilmember (surname)." For study sessions and other informal settings, the Mayor shall be addressed as "Mr., Madam, or Ms. Mayor" or "Mayor (surname)," and the Deputy Mayor and Councilmembers may be addressed by their first names.

5.5.3 Persons may address the City Council regarding any action of the City Council, individual Councilmember, or individual staff member. However, they shall direct their remarks to the entire City Council and shall exercise proper respect and decorum. A person (or persons) disrupting a Council meeting shall be asked by the Presiding Officer to cease the disruptive behavior. If such person fails to comply, the Presiding Officer may bar the individual from further audience before the Council for the remainder of that meeting. The Presiding Officer may also call for the removal of the disruptive person from the Council Chambers.

5.6 Discussion/Questions on Agenda Items. Each individual Councilmember, after recognition by the Presiding Officer, shall have the opportunity to speak or ask questions on the agenda item before Council up to two times, for 5 minutes each, for a total of 10 minutes before a motion to approve or act upon the agenda item ("Main Motion") may be accepted by the Presiding Officer. The Presiding Officer may allow for additional opportunities at his or her discretion.

5.7 Debate Once a Main Motion is Made. The Presiding Officer shall offer the maker of the motion the opportunity to speak first during debate on the motion. Individual Councilmembers, after recognition by the Presiding Officer, may speak up to two times, for 5 minutes each, for a total of 10 minutes to the motion on the floor. The Presiding Officer may allow for additional opportunities at his or her discretion. Unless the maker of the motion has already exhausted such speaking opportunities, the Presiding Officer shall, prior to calling for the vote on a motion, offer the maker of the motion an opportunity to speak in support of the motion, subject to the aforementioned limits.

5.8 Voting. The votes during all Council Meetings shall be transacted as follows:

5.8.1 Unless otherwise provided for by statute, ordinance, or resolution, all votes shall be taken by voice, except that at the request of the City Clerk or any Councilmember, either a show of hands or a roll call vote may be taken by the Clerk. The order of the roll call vote will be conducted by position number starting with position number one.

5.8.2 In case of a tie vote on any proposal, the proposal shall be considered lost.

5.8.3 Each Councilmember should vote on all questions put to the Council unless a conflict of interest or an appearance of fairness question under state law is present. Any member present and not voting on a motion will be noted in the minutes as having abstained from voting on such motion.

5.9 Confidentiality.

5.9.1 Councilmembers shall keep confidential all written materials and verbal information provided to them during executive sessions to ensure that the City's position is not compromised. Confidentiality also includes information provided to Councilmembers outside of executive sessions when the information is exempt from disclosure under law.

5.9.2 Following an executive session, the designated City staff representative handling the issue shall manage the contact with any other party. Councilmembers should consult with the City Manager prior to discussing the information with anyone other

than other Councilmembers, the City Attorney or City staff designated by the City Manager. Any Councilmember having any contact or discussion shall make full disclosure to the City Manager and/or the Council in a timely manner.

Section 6. Council Meetings, Occurrence, and Notice Provisions.

6.1 Regular Meetings. The Council shall hold Regular Meetings at the time and location established by ordinance.

6.2 Study Sessions. The Council may hold Study Sessions as it deems necessary during Regular Meetings or Special Meetings. Study Sessions are informal meetings for the purpose of review or discussion of programs, projects, or issues; the upcoming Regular Business Meeting preliminary agenda; forthcoming programs and future Council agenda items; progress on current programs or projects; or other information the City Manager feels is appropriate. Study Sessions are intended to provide information or to develop policy consensus and are not generally used for final actions. However, the Council may take final action during Study Sessions when the Council deems appropriate.

6.3 Special Meetings. Special meetings may be held by the Council subject to notice requirements prescribed by State law. Special meetings may be called by the Mayor, Deputy Mayor or temporary Presiding Officer by written notice delivered to each member of the Council at least 24 hours before the time specified for the proposed meeting. Special meetings may also be called by the Mayor, Deputy Mayor or temporary Presiding Officer upon the written request of any three members of the Council. The notice of such special meetings shall state the subjects to be considered, and no subjects other than those specified in the notice shall be considered. For purposes of the noticing of special meetings, e-mail shall be considered a written notice.

6.4 Executive Sessions. The Council may hold executive sessions from which the public may be excluded, for those purposes set forth in RCW 42.30.110. Before convening an executive session, the Presiding Officer shall announce the purpose of the session and the anticipated time when the session will be concluded and indicate whether Council action will be taken after the executive session. Should the session require more time, a public announcement shall be made that the session is being extended.

6.5 Public Notice. The City shall comply with the provisions of RCW 35A.12.160 to provide appropriate notice of Council meetings. Posting of the preliminary agenda on the City's website is considered appropriate notice, although other notice may be provided.

Section 7. Council Meeting Agenda and Order of Business.

7.1 Order of Business for Regular Business Meetings. The typical order of business for each Regular Business Meeting shall be as follows:

1. Call to Order
2. Roll Call
3. Flag Salute
4. Approval of Agenda Order & Content
5. Special Presentations
6. Public Comments
7. Consent Calendar

8. Business Items (Including Public Hearings)
9. Public Comments
10. Reports of the City Manager
11. Reports of the Councilmembers
12. Executive Session
13. Adjournment

This Order of Business may be changed from time to time upon majority vote or consensus of the City Council.

7.2 Order of Business for Study Sessions. The order of business for each Study Session shall be flexible to better accommodate discussion and time sensitive issues and may be changed upon majority approval of the Council. The typical agenda order will be as follows:

7.3 Council Agenda. No legislative item shall be voted upon which is not on the agenda as approved by the Council at the meeting.

7.4 Consent Calendar. The City Manager, in consultation with the Presiding Officer, shall place matters on the consent calendar which: (a) have been previously discussed by the Council; (b) can be reviewed by the Council without further explanation based on the information delivered to the Council by the administration; or (c) are so routine or technical in nature that passage is likely.

The motion to adopt the consent calendar shall be nondebatable and have the effect of moving to adopt all items on the consent calendar. Since adoption of any item on the consent calendar implies unanimous consent, any member of the Council shall have the right to remove any item from the consent calendar. Therefore, under the item "Approval of Agenda Order & Content," the Presiding Officer shall inquire if any Councilmember wishes an item to be withdrawn from the consent calendar. If any matter is withdrawn, the Presiding Officer shall place the item at an appropriate place on the agenda for deliberation at the current or a future Council meeting.

7.5 Public Comment.

7.5.1 Provisions Applicable to All Public Comment.

7.5.1.1 Oral and Written Comments. The Council shall not take public testimony at the regular meeting except for testimony given at a public hearing (See also Section 9 of these rules). Any person or designated spokespersons for a recognized community group or organization may speak under public comments for no more than three minutes. A speaker may read written comments submitted by another citizen. Suspension of this rule will require four votes. Speakers may speak once per public comment period. If a person appearing before the Council has used up three minutes of public comments, that person, after all those who have signed up to speak have done so, may continue to address the Council; provided, that the total amount of time elapsed for all "Public Comments," has not exceeded the total time allocated for public comment during the meeting. Unless otherwise extended at the discretion of the Presiding Officer, total time

allocated for each public comment period shall be 15 minutes (30 minutes total for the meeting).

The Presiding Officer shall have the discretion to address any issue raised by a citizen during public comments, refer the matter to the staff for resolution, or a future study session for discussions and/or thank the citizen for his or her comments. Councilmembers may ask citizens questions or make comments. If the questions become a protracted discussion, a debate or grandstanding forum, the Presiding Officer may refer the matter to a future study session or close the discussions and continue with the meeting.

The Council may more informally take public comments at a study session, when appropriate and practical.

7.5.1.2 Identification of Speakers. Persons testifying shall identify themselves for the record by name and state whether they live within Woodinville City limits. If representing an organization, the speaker shall identify the location of the organization.

7.5.1.3 Instructions for Speakers. An instruction notice for speakers will be affixed to the podium. The Presiding Officer will advise speakers that their testimony is being recorded and is a matter of public record.

7.5.1.4 Addressing Council Outside of a Public Hearing or Public Comments. No person may address the Council while it is in session without the recognition of the Presiding Officer.

7.5.1.5 Priority. If the number of speakers desiring to make public comments is likely to exceed the total time allocated for public comment, priority shall be given to Woodinville residents, those owning fee title or leasehold interests in real property located within Woodinville, and owners of businesses located within Woodinville city limits.

7.5.2 In-Person Public Comment. Any person or designated spokespersons for a recognized community group or organization may speak under public comments in-person by indicating a desire to do so utilizing the provided sign-up sheet in Council Chambers the night of the meeting. Once every person who utilized the sign-up sheet has had an opportunity to make public comment, if the time allocated for public comment has not elapsed, the Presiding Officer may call for any other person in the audience desiring to make a comment to do so. The Presiding Officer will determine speaking order of additional commentors by inviting each to the podium.

7.5.3 Remote Public Comment. Any person or designated spokespersons for a recognized community group or organization who articulates that they will have difficulty attending a meeting in person by reason of disability, limited mobility, or for any other reason that makes physical attendance at a meeting difficult, may provide public comments remotely. The Presiding Officer shall provide reasonably fair opportunity for both in-person and remote public comment during the time allocated for public comment—for example, by alternating between in-

person and remote commenters. Any person desiring to make public comments remotely must utilize the technology platform(s) directed by the City. Any person desiring to make remote public comment must sign-up by 6:30 p.m. the night of the meeting at which they desire to make public comment utilizing the sign-up protocols set forth by the City, which shall be set forth in the agenda for each meeting. No remote public comment will be allowed if the speaker did not sign-up prior to the meeting as directed in this provision. Inability to participate remotely for any reason, including problems with remote participation technology, shall not interfere with the orderly conduct of the meeting and may result in inability to provide public comment remotely.

7.5.4 Written Public Comment. Time permitting, the Presiding Officer, in the exercise of sole discretion, may read correspondence addressed to the City Council during the Public Comment Period, if the correspondence specifically requests that it be read during this period. Any public comments that are received will be distributed to Council as timely as possible and will be entered into the public record.

7.5.5 In order to assist the Presiding Officer in ensuring that public comment pertains to City or Council business, the sign-up forms for in-person and remote public comment shall require that each person signing up to comment indicate the topic(s) upon which they intend to comment. At the discretion of the Presiding Officer, any person failing to indicate the intended topic(s) of their comment may be denied the opportunity to comment.

7.6 Reports of Councilmembers. Reports of Councilmembers shall be directly related to City business. Such reports may include, but not limited to: request for future agenda items; events or meetings of outside municipal boards or groups to which a Councilmember has been assigned or appointed; community-wide events; citizen complaints or inquiries about City services; or to make simple information requests that can be easily answered at the City Council Meeting or by later communication.

Councilmembers shall not use this portion of the Meeting to make political statements; to rebut, respond to, or refute actions previously taken by the City Council; or to comment about or respond to the actions or comments of a fellow Councilmember.

Section 8. Agenda Preparation.

8.1 The Clerk, under direction of the City Manager, will prepare a preliminary agenda for each Council Meeting specifying the time and place of the meeting and setting forth a brief general description of each item to be considered by the Council, along with the estimated time when each item will be discussed on the City Council Meeting Agenda. The preliminary agenda is subject to review by the Presiding Officer and by the Deputy Mayor.

8.2 An item for a Council meeting may be placed on the preliminary agenda by any of the following methods:

8.2.1 A majority vote of the Council.

8.2.2 Council consensus.

8.2.3 By any two Councilmembers, via email to the City Manager, no later than 12:00 noon on the Wednesday 13 days preceding the meeting. The Councilmembers shall include in their request adequate background information and explanation so as to allow the City Manager to understand and prepare to support the Council's consideration of the topic. The names of the requester Councilmembers shall be set forth on the agenda. The item shall be placed on the next available meeting agenda as determined by the City Manager.

8.2.4 By the City Manager.

8.2.5 By a Council committee.

8.2.6 By the Mayor.

8.3 Agenda items that are continued from one meeting to another will placed on a future meeting agenda based upon workloads, priorities, and other scheduling considerations.

8.4 The preliminary agenda items will be submitted to the City Manager no later than Wednesday at 1:00 p.m., 13 days preceding the meeting. The finalized agenda and meeting packets should be available at City Hall by 5:00 p.m. at least 5 days before the next Council meeting.

8.5 Council procedures shall be periodically reviewed as needed, but at least every two years; therefore, Council procedures shall be considered in the first quarter of every even numbered year and may be considered any other time that Council shall choose to review them.

8.6 Public Requests for Presentations and Proclamations. It is the policy of the City Council to only consider requests to allow presentations or to make proclamations for events, issues, or causes that directly affect Woodinville residents, businesses, and organizations. The City Council will only consider requests that are timely and have potential relevance to a majority of Woodinville's residents, businesses, and organizations.

Section 9. Public Hearings.

9.1 Rules for Public Hearings. The following rules shall be observed during any public hearing (or public meeting at which the Council accepts public comment on a specific issue). However, the rules may be altered, amended, or revised upon a majority vote of the City Council.

The Presiding Officer shall declare the public hearing open and ask for the City staff presentation. The Presiding Officer shall recognize comments and questions from the Council to the staff.

After all interested members of the public and staff have had an opportunity to speak, the primary advocate or sponsor of a position may respond to or rebut information presented in opposition. This opportunity for rebuttal shall not be used to present new information or to address subjects other than issues raised by the opposition or public. After all interested persons have had a fair opportunity to speak, the Presiding Officer shall declare the public hearing closed. The Council may, however, allow written materials to be presented to the

Council for a period of time certain. This shall be decided by the Council and require a majority vote.

Once the public hearing is closed, no person may introduce new substantive information without a majority vote of the Council reopening the public hearing. If any person wants to have the public hearing reopened, the person must petition the City Clerk. The Council may accept or reject such petition and determine any limiting conditions regarding a further hearing.

9.2 Rules for Quasi-Judicial Hearings. The following additional rules shall be observed during any Council quasi-judicial public hearing:

9.2.1 Public oral testimony shall not be given on quasi-judicial matters outside of a public hearing except on matters of procedure. If a quasi-judicial matter is on the agenda, the City Attorney shall inform the public what State law permits as to public comments on quasi-judicial matters. If comments are provided in writing, such written comments must be filed with the Clerk no later than 1:00 p.m. of the Wednesday preceding the hearing. No material submitted later than that time will be considered by the Council unless and until there is a further hearing. Written comments to the Council on closed record quasi-judicial matters will be reviewed by the City Attorney who will exclude information which is not contained in the record of the Hearing Examiner or other official conducting the open record hearing.

9.2.2 The Presiding Officer shall declare the public hearing open and ask councilmembers to disclose ex parte oral or written communications or any potential appearance of fairness problems. Councilmembers will disclose any facts that may lead to a challenge. After all disclosure, the Presiding Officer will ask if any person wishes to make an appearance of fairness challenge to any councilmember. If so, the member of the audience will come forward to the podium and make the challenge. After all challenges, the Presiding Officer may ask the City Attorney to advise if any councilmember may be subject to disqualification. This may be in public or executive session. After any councilmember recuses, the quasi-judicial hearing shall proceed. If a challenged councilmember does not recuse, the proceeding may be suspended pending judicial resolution of the challenge.

9.2.3 If a hearing is on a plat approval, the hearing shall proceed under the same rules as provided in Section 9.1, above. If the hearing is on any other appeal from an open record hearing, only the parties (*e.g.,* the appellant(s) and applicant) shall present to the Council after the staff presentation. The Council also reserves the right to receive argument in writing and without further oral presentations, or a combination of both written and oral presentations.

Section 10. City Council Committees.

10.1 To help the City Council complete its work and to make City Council Meetings more efficient, the Council may form Committees to gather information; consider project/program options; or other duties as may be assigned by the City Council. Any such Committee shall only be authorized to investigate and evaluate those matters referred to it by the City Council.

10.2 Each Councilmember shall be notified when a Council Committee meets and shall receive a copy of the Meeting Agenda. After a Council Committee has met, the Committee Presiding Officer shall report the Committee's activities to the entire Council at the next Regular Meeting; or the assigned staff support employee shall prepare a written summary of the Committee's activities for distribution to the entire Council.

10.3 The following basic rules shall apply to City Council Committees:

10.3.1 Ad Hoc Committee Assignments. Ad hoc committees of not more than three Councilmembers may be appointed by the Mayor, with the concurrence of the Council, from time to time as the need arises. The Mayor, with the concurrence of the Council, shall also appoint the Presiding Officer of any such ad hoc committees.

10.3.2 Committee of Inquiry. Upon the affirmative vote of a majority of the Council, a committee of inquiry consisting of not more than three Councilmembers may be appointed by the Mayor with the concurrence of the Council, to inquire into any and all matters of City business as shall have been authorized specifically in the enabling motion.

10.3.2.1 The City Manager may be an ex-officio member of any and all such committee(s).

10.3.2.2 The committee shall report the results of each such approved inquiry to the Council, and the committee report shall be received by the Council and may be entered into the public record.

10.3.2.3 Nothing in this policy shall prevent an individual Councilmember from contacting the City Manager, a City department director, officer, or employee with questions or requests for information regarding any matter which is within the scope of the authorities of the Councilmember.

10.4 Standing Committee Assignments. If standing committees are established, they shall be appointed by the Mayor, with the concurrence of the Council. The Mayor, with the concurrence of the Council, shall also appoint the Presiding Officer of such standing committees.

10.5 Committee Meetings Open to Public. All meetings of committees designated pursuant to this Section shall comply with the requirements of the Open Public Meetings Act (Chapter 42.30 RCW).

Section 11. Additional Items.

11.1 Decorum – General. Councilmembers are strongly encouraged to exercise principles of general decorum in all aspects of their official City conduct, including but not limited to public statements, press releases, media interviews and written correspondence constituting a public record. For purposes of this subsection, "general decorum" shall mean politeness, courtesy, professionalism, and avoidance of personal insults, slanderous remarks, and ad hominem attacks with respect to other City officials and employees. The principles of general decorum established in this section are separate from and additional to the prohibition against false statements and misrepresentations codified at WMC 2.36.020(12).

11.2 Electronic Devices. Councilmembers may use computers, electronic tablets, smart phones, personal digital assistants, and similar devices, whether personal or City-issued, to access data during council meetings. Councilmembers shall not communicate using text messaging or social media during a council meeting. Councilmembers shall not make or receive personal, private phone calls or emails while at the Council dais. Councilmembers shall not communicate in any electronic format with another councilmember during a council meeting. On limited occasions, a councilmember may send or receive an email to the City Manager or City Attorney during a council meeting. For electronic communications outside of council meetings, see the City *Information Technology Policies*.

11.3 Representation of the City. Councilmembers may be called upon to represent the City or the position of the City on certain subjects and issues to external organizations.

11.3.1 Designation as Official Representative to External Group. The Council shall periodically review as needed, but at least every two years in the month of January of every even-numbered year, the assignment of Councilmembers to represent the City at various external groups. As new opportunities arise to represent the City to external groups, Councilmembers must inform the Council of the opportunity and receive Council consent prior to applying for or assuming the appointment of City representative to an external group.

11.3.2 Representation of City Position. To the extent practical, no Councilmember shall state or give the impression of stating the position of the City Council on a specific topic or subject, whether verbally or in writing (including use of the City's logo or letterhead), unless the substance of that position has been discussed and approved by Council.

RESOLUTION NO. 683

A RESOLUTION OF THE WOODINVILLE CITY COUNCIL REVISING THE CITY COUNCIL RULES OF PROCEDURE.

WHEREAS, RCW 35A.11.020 gives the City Council of each code city the power to organize and regulate its internal affairs consistent with the provisions of Title 35A RCW; and

WHEREAS, from time to time, the City Council amends its Rules of Procedure by Resolution; and

WHEREAS, the City Council desires to amend its Rules of Procedure so that it may more effectively and efficiently conduct the business affairs of the City Council;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF WOODINVILLE, WASHINGTON, HEREBY RESOLVES AS FOLLOWS:

Section 1. Adopting Rules of Procedure. The City Council's Rules of Procedure are hereby adopted in their entirety to read as set forth in Exhibit 1, attached hereto. All previous versions of the City Council's Rules of Procedure are hereby superseded.

RESOLVED this ___ day of _____ 2026.

_____
Sarah Arndt, Mayor

ATTEST/AUTHENTICATED:

_____
Katie Hanke, City Clerk

Passed by the City Council:
Resolution No. 683

WOODINVILLE CITY COUNCIL
COUNCIL RULES OF PROCEDURE

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Revised by Resolution No. 683
Revised by Resolution No. 639, January 16, 2024
Revised by Resolution No. 603, April 5, 2022
Revised by Resolution No. 585, April 20, 2021
Revised by Resolution No. 559, April 21. 2020
Revised by Resolution No. 508, February 13, 2018
Revised by Resolution No. 477, April 19, 2016
Revised by Resolution No. 443, March 4, 2014
Revised by Resolution No. 421, May 8, 2012
Repealed by Resolution No. 420, April 17, 2012
Ratification of Resolution No. 383, April 20, 2010
Repealed by Resolution No. 383, March 16, 2010
Revised by Resolution No. 349, April 1, 2008
Adopted by Resolution No. 339, July 9, 2007

Section 1. Purpose and Effect. These Rules of Procedure ("rules") constitute the official rules of procedure for the Woodinville City Council and are adopted for the sole benefit of the members of the City Council to assist in the orderly conduct of Council business. These rules do not grant rights or privileges to members of the public or third parties.

Section 2. Parliamentary Authority. In all decisions arising from points of order, the Council may consult the most current edition of Robert's Rules of Order Newly Revised, a copy of which is maintained in the office of the Woodinville City Clerk. Any reference to Robert's Rules of Order in these rules means the most current edition of Robert's Rules of Order. A majority of a quorum of Councilmembers present at a meeting may waive any rule.

Section 3. Election of Officers. The City Council shall use the following process to elect a Mayor and Deputy Mayor.

3.1 The Mayor and Deputy Mayor shall be elected by a majority of the full Council.

3.2 The City Clerk shall serve as the Presiding Officer for the nomination process for the position of Mayor. A Mayor shall be elected before the Office of Deputy Mayor is opened for nominations.

3.3 The City Clerk will ask for nominations. When it appears that no one else wishes to make any further nominations, the City Clerk will ask again for further nominations and if there are none, the City Clerk will declare the nominations closed. A motion to close the nominations is not necessary.

3.4 No Councilmember may nominate more than one person for a given office.

3.5 Nominations do not require a second.

3.6 If more than one (1) nomination is made, an open election is conducted by roll call vote. When called upon, each Councilmember shall state the name of the nominee for whom voted.

3.7 If none of the nominees receives a majority of the votes cast, those nominees receiving the most votes will proceed to a runoff vote, until one nominee receives a majority of the votes cast. If there is a tie vote between two or more nominees, those nominees shall proceed to a runoff vote until one nominee receives more votes than the other nominees, and that nominee shall advance in the process.

3.8 A tie vote results in a failed nomination, except as described above.

3.9 The City Clerk shall declare the nominee receiving the majority vote as the new Mayor. The newly elected Mayor will Presiding Officer the nominations and election of the Deputy Mayor and shall proceed as described above.

Section 4. Duties of Officers.

4.1 Presiding Officers. The Mayor, or when absent, the Deputy Mayor, shall be the Presiding Officer of the Council. In the absence of the Mayor, the Deputy Mayor shall perform the duties and responsibilities of the Mayor with regard to conduct of meetings. In the absence

of both the Mayor and the Deputy Mayor at any Council meeting, the Council shall appoint one of the members of the Council to act as a temporary Presiding Officer.

4.2 Duties of the Mayor. The Mayor serves as the head of the city for ceremonial purposes and shall attest to official actions of the City Council by signing ordinances, resolutions, proclamations, letters, etc. In the event the Mayor declines to execute such documents, this shall be considered a temporary absence, and the Deputy Mayor is empowered to sign these items on behalf of the City Council.

4.3 Presiding Officer's Duties. It shall be the duty of the Presiding Officer to:

4.3.1 Call the meeting to order.

4.3.2 Keep the meeting to its order of business.

4.3.3 Control discussion in an orderly manner.

4.3.3.1 Give every Councilmember who wishes an opportunity to speak when recognized by the Presiding Officer.

4.3.3.2 Permit audience participation at the appropriate times.

4.3.3.3 Require all speakers to identify themselves for the record, speak to the question and observe the rules of order.

4.3.4 State each motion before it is discussed and before it is voted upon.

4.3.5 Put motions to a vote and announce the outcome.

4.3.6 Confirm that a Councilmember's request of staff is agreeable to a Council majority. The City Manager shall first consider a request requiring extensive staff effort or study. On any request, staff may seek clear direction from a majority of the Council.

4.4 Presiding Officer–Question of Order. The Presiding Officer shall decide all questions of order, subject to the right of appeal to the Council by any two members.

4.5 Presiding Officer–Participation. The Presiding Officer shall call the Deputy Mayor or any Councilmember to take the Presiding Officer so the Presiding Officer may make a motion.

Section 5. Meeting Provisions. All Council Meetings shall comply with the requirements of the Open Public Meetings Act (Chapter 42.30 RCW). All Regular Meetings, Special Meetings, and Regular Study Sessions of the Council shall be open to the public.

5.1 Quorum. At all Council meetings, a majority of the Council (four members) shall constitute a quorum for the transaction of business, but a lesser number may recess, adjourn, or listen to information without taking action.

5.2 Remote Participation in Council Meetings. A Councilmember may participate and vote in all or part of a Regular Meeting or Special Meeting by electronic video or audio communication technology, including, but not limited to telephone, speakerphone, or

video conferencing twice per calendar year, unless otherwise approved by a majority vote of Council, if the technical capability exists, and under the following conditions.

5.2.1 A councilmember may only participate in a meeting remotely if the Council has the technical capability to ensure all of the following:

5.2.1.1 The remotely-participating Councilmember must be able to hear all participants at the Council meeting. The video and/or audio of the remotely-participating Councilmember must be seen and/or heard clearly by all Councilmembers and members of the public attending the meeting. The Presiding Officer must confirm this at the start of the Councilmember's remote participation and note this for the record.

5.2.1.2 The remotely-participating Councilmember's telephone or other electronic connection to the Council meeting must be sufficiently stable to allow for consistent communication between the remotely-participating Councilmember and those attending the Council meeting in person. The remotely-participating Councilmember must be able to ask and answer questions, comment, make or second motions, raise objections, and vote on motions as the need arises. The Presiding Officer should periodically confirm that the remotely-participating Councilmember's connection continues to meet these requirements.

5.2.1.3 Any technical difficulties that prevent the remotely-participating Councilmember, Councilmembers attending the meeting in person, and any other meeting attendees from hearing each other shall be addressed immediately. If the ability for all remote and in-person attendees to communicate cannot be restored immediately, the Councilmember's remote participation shall be terminated by the Presiding Officer and the Councilmember's attendance for the remainder of the meeting shall be considered an excused absence; provided, that the Presiding Officer's termination of remote participation is subject to appeal pursuant to the rules of order.

5.2.1.4 The remotely-participating Councilmember has received all agenda packet materials and can receive or view any additional materials that may be distributed during the meeting.

5.2.2 A Councilmember intending to remotely participate in a Council meeting should notify the Council of the need and reasons for remote participation through the City Clerk. Failure to provide adequate notice of intent to participate remotely shall be grounds for denial of the Councilmember's remote participation by the Presiding Officer, such decision being subject to appeal pursuant to the rules of order.

5.2.2.1 The Councilmember's notification to the City Clerk and Council shall note whether the Councilmember will remotely participate in the entire meeting, or only participate for specific agenda items. If the Councilmember intends to participate only for specific agenda items, the Councilmember's notification to the City Clerk and Council shall note the agenda items in which the Councilmember intends to participate

remotely. At the conclusion of such agenda item(s), the Councilmember shall be excused from further participation in the meeting.

5.2.3 The remotely-participating Councilmember bears any costs of remote participation. The remotely-participating member may use the communications equipment owned by the City at City Hall without charge.

5.2.4 All votes taken while a Councilmember is participating remotely must be by roll call vote.

5.2.5 Pursuant to Section 11.3, remotely-participating Councilmembers and Councilmembers attending the meeting in-person may only communicate with each other through the remote video or audio connection observable to the public, and must not communicate through any other means during the meeting.

5.2.6 Remotely-participating Councilmembers shall comply with all rules and procedures as if they were physically present at the Council meeting.

5.3 Attendance–Excused Absences. RCW 35A.12.060 provides that a Councilmember shall forfeit his or her office by failing to attend three consecutive regular meetings of the Council without being excused by the Council. Members of the Council may be so excused by complying with this section. The member shall contact the City Manager, City Clerk or Presiding Officer prior to the meeting to report that they are unable to attend the meeting. The City Manager or City Clerk shall convey the message to the Presiding Officer. Following roll call, the Presiding Officer shall inform the Council of the member's absence. The Presiding Officer shall ask for a motion to excuse the absent member. The motion to excuse shall be nondebatable. Upon passage of such motion by a majority of members present, the absent member shall be considered excused, and the Clerk will make an appropriate notation in the minutes. When more than one Councilmember is absent, each Councilmember's absence may be voted on separately.

5.4 Seating Arrangement. Councilmembers shall occupy the respective seats in the Council chambers assigned to them by position number, except that the Mayor shall sit at the center of the Council, and the Deputy Mayor shall sit at the left hand of the Mayor.

5.5 General Meeting Decorum.

5.5.1 While the Council is in session, the members must preserve order and decorum. A member shall not by conversation or otherwise (a) delay or interrupt the proceedings; (b) disrupt any member while speaking or the peace of the Council; or (c) refuse to obey the orders of the Council or the Presiding Officer, except as otherwise provided in these rules.

5.5.2 For regular meetings and other formal settings, the Mayor shall be addressed as "Mr., Madam or Ms. Mayor" or "Mayor (surname)." For regular meetings and other formal settings, the Deputy Mayor and Councilmembers shall be addressed as "Mr., Madam or Ms. (surname)" or "Councilmember (surname)." For study sessions and other informal settings, the Mayor shall be addressed as "Mr., Madam, or Ms. Mayor" or "Mayor (surname)," and the Deputy Mayor and Councilmembers may be addressed by their first names.

5.5.3 Persons may address the City Council regarding any action of the City Council, individual Councilmember, or individual staff member. However, they shall direct their remarks to the entire City Council and shall exercise proper respect and decorum. A person (or persons) disrupting a Council meeting shall be asked by the Presiding Officer to cease the disruptive behavior. If such person fails to comply, the Presiding Officer may bar the individual from further audience before the Council for the remainder of that meeting. The Presiding Officer may also call for the removal of the disruptive person from the Council Chambers.

5.6 Discussion/Questions on Agenda Items. Each individual Councilmember, after recognition by the Presiding Officer, shall have the opportunity to speak or ask questions on the agenda item before Council up to two times, for 5 minutes each, for a total of 10 minutes before a motion to approve or act upon the agenda item ("Main Motion") may be accepted by the Presiding Officer. The Presiding Officer may allow for additional opportunities at his or her discretion.

5.7 Debate Once a Main Motion is Made. The Presiding Officer shall offer the maker of the motion the opportunity to speak first during debate on the motion. Individual Councilmembers, after recognition by the Presiding Officer, may speak up to two times, for 5 minutes each, for a total of 10 minutes to the motion on the floor. The Presiding Officer may allow for additional opportunities at his or her discretion. Unless the maker of the motion has already exhausted such speaking opportunities, the Presiding Officer shall, prior to calling for the vote on a motion, offer the maker of the motion an opportunity to speak in support of the motion, subject to the aforementioned limits.

5.8 Voting. The votes during all Council Meetings shall be transacted as follows:

5.8.1 Unless otherwise provided for by statute, ordinance, or resolution, all votes shall be taken by voice, except that at the request of the City Clerk or any Councilmember, either a show of hands or a roll call vote may be taken by the Clerk. The order of the roll call vote will be conducted by position number starting with position number one.

5.8.2 In case of a tie vote on any proposal, the proposal shall be considered lost.

5.8.3 Each Councilmember should vote on all questions put to the Council unless a conflict of interest or an appearance of fairness question under state law is present. Any member present and not voting on a motion will be noted in the minutes as having abstained from voting on such motion.

5.9 Confidentiality.

5.9.1 Councilmembers shall keep confidential all written materials and verbal information provided to them during executive sessions to ensure that the City's position is not compromised. Confidentiality also includes information provided to Councilmembers outside of executive sessions when the information is exempt from disclosure under law.

5.9.2 Following an executive session, the designated City staff representative handling the issue shall manage the contact with any other party. Councilmembers should consult with the City Manager prior to discussing the information with anyone other

than other Councilmembers, the City Attorney or City staff designated by the City Manager. Any Councilmember having any contact or discussion shall make full disclosure to the City Manager and/or the Council in a timely manner.

Section 6. Council Meetings, Occurrence, and Notice Provisions.

6.1 Regular Meetings. The Council shall hold Regular Meetings at the time and location established by ordinance.

6.2 Study Sessions. The Council may hold Study Sessions as it deems necessary during Regular Meetings or Special Meetings. Study Sessions are informal meetings for the purpose of review or discussion of programs, projects, or issues; the upcoming Regular Business Meeting preliminary agenda; forthcoming programs and future Council agenda items; progress on current programs or projects; or other information the City Manager feels is appropriate. Study Sessions are intended to provide information or to develop policy consensus and are not generally used for final actions. However, the Council may take final action during Study Sessions when the Council deems appropriate.

6.3 Special Meetings. Special meetings may be held by the Council subject to notice requirements prescribed by State law. Special meetings may be called by the Mayor, Deputy Mayor or temporary Presiding Officer by written notice delivered to each member of the Council at least 24 hours before the time specified for the proposed meeting. Special meetings may also be called by the Mayor, Deputy Mayor or temporary Presiding Officer upon the written request of any three members of the Council. The notice of such special meetings shall state the subjects to be considered, and no subjects other than those specified in the notice shall be considered. For purposes of the noticing of special meetings, e-mail shall be considered a written notice.

6.4 Executive Sessions. The Council may hold executive sessions from which the public may be excluded, for those purposes set forth in RCW 42.30.110. Before convening an executive session, the Presiding Officer shall announce the purpose of the session and the anticipated time when the session will be concluded and indicate whether Council action will be taken after the executive session. Should the session require more time, a public announcement shall be made that the session is being extended.

6.5 Public Notice. The City shall comply with the provisions of RCW 35A.12.160 to provide appropriate notice of Council meetings. Posting of the preliminary agenda on the City's website is considered appropriate notice, although other notice may be provided.

Section 7. Council Meeting Agenda and Order of Business.

7.1 Order of Business for Regular Business Meetings. The typical order of business for each Regular Business Meeting shall be as follows:

1. Call to Order
2. Roll Call
3. Flag Salute
4. Approval of Agenda Order & Content
5. Special Presentations
6. Public Comments
7. Consent Calendar

8. Business Items (Including Public Hearings)
9. Public Comments
10. Reports of the City Manager
11. Reports of the Councilmembers
12. Executive Session
13. Adjournment

This Order of Business may be changed from time to time upon majority vote or consensus of the City Council.

7.2 Order of Business for Study Sessions. The order of business for each Study Session shall be flexible to better accommodate discussion and time sensitive issues and may be changed upon majority approval of the Council. The typical agenda order will be as follows:

1. Call to Order
2. Roll Call
3. Flag Salute
4. Approval of Agenda Order & Content
5. Public Comments
6. Study Session Items for Discussion or Review
7. Public Comments
8. Executive Session
9. Adjournment

7.3 Council Agenda. No legislative item shall be voted upon which is not on the agenda as approved by the Council at the meeting.

7.4 Consent Calendar. The City Manager, in consultation with the Presiding Officer, shall place matters on the consent calendar which: (a) have been previously discussed by the Council; (b) can be reviewed by the Council without further explanation based on the information delivered to the Council by the administration; or (c) are so routine or technical in nature that passage is likely.

The motion to adopt the consent calendar shall be nondebatable and have the effect of moving to adopt all items on the consent calendar. Since adoption of any item on the consent calendar implies unanimous consent, any member of the Council shall have the right to remove any item from the consent calendar. Therefore, under the item "Approval of Agenda Order & Content," the Presiding Officer shall inquire if any Councilmember wishes an item to be withdrawn from the consent calendar. If any matter is withdrawn, the Presiding Officer shall place the item at an appropriate place on the agenda for deliberation at the current or a future Council meeting.

7.5 Public Comment.

7.5.1 Provisions Applicable to All Public Comment.

7.5.1.1 Oral and Written Comments. The Council shall not take public testimony at the regular meeting except for testimony given at a public hearing (See also Section 9 of these rules). Any person or designated spokespersons for a recognized community group or organization may speak under public

comments for no more than three minutes. A speaker may read written comments submitted by another citizen. Suspension of this rule will require four votes. Speakers may speak once per public comment period. If a person appearing before the Council has used up three minutes of public comments, that person, after all those who have signed up to speak have done so, may continue to address the Council; provided, that the total amount of time elapsed for all "Public Comments," has not exceeded the total time allocated for public comment during the meeting. Unless otherwise extended at the discretion of the Presiding Officer, total time allocated for each public comment period shall be 15 minutes (30 minutes total for the meeting).

The Presiding Officer shall have the discretion to address any issue raised by a citizen during public comments, refer the matter to the staff for resolution, or a future study session for discussions and/or thank the citizen for his or her comments. Councilmembers may ask citizens questions or make comments. If the questions become a protracted discussion, a debate or grandstanding forum, the Presiding Officer may refer the matter to a future study session or close the discussions and continue with the meeting.

The Council may more informally take public comments at a study session, when appropriate and practical.

7.5.1.2 Identification of Speakers. Persons testifying shall identify themselves for the record by name and state whether they live within Woodinville City limits. If representing an organization, the speaker shall identify the location of the organization.

7.5.1.3 Instructions for Speakers. An instruction notice for speakers will be affixed to the podium. The Presiding Officer will advise speakers that their testimony is being recorded and is a matter of public record.

7.5.1.4 Addressing Council Outside of a Public Hearing or Public Comments. No person may address the Council while it is in session without the recognition of the Presiding Officer.

7.5.1.5 Priority. If the number of speakers desiring to make public comments is likely to exceed the total time allocated for public comment, priority shall be given to Woodinville residents, those owning fee title or leasehold interests in real property located within Woodinville, and owners of businesses located within Woodinville city limits.

7.5.2 In-Person Public Comment. Any person or designated spokespersons for a recognized community group or organization may speak under public comments in-person by indicating a desire to do so utilizing the provided sign-up sheet in Council Chambers the night of the meeting. Once every person who utilized the sign-up sheet has had an opportunity to make public comment, if the time allocated for public comment has not elapsed, the Presiding Officer may call for any other person in the audience desiring to make a comment to do so. The

Presiding Officer will determine speaking order of additional commentors by inviting each to the podium.

7.5.3 Remote Public Comment. Any person or designated spokespersons for a recognized community group or organization who articulates that they will have difficulty attending a meeting in person by reason of disability, limited mobility, or for any other reason that makes physical attendance at a meeting difficult, may provide public comments remotely. The Presiding Officer shall provide reasonably fair opportunity for both in-person and remote public comment during the time allocated for public comment—for example, by alternating between in-person and remote commenters. Any person desiring to make public comments remotely must utilize the technology platform(s) directed by the City. Any person desiring to make remote public comment must sign-up by 6:30 p.m. the night of the meeting at which they desire to make public comment utilizing the sign-up protocols set forth by the City, which shall be set forth in the agenda for each meeting. No remote public comment will be allowed if the speaker did not sign-up prior to the meeting as directed in this provision. Inability to participate remotely for any reason, including problems with remote participation technology, shall not interfere with the orderly conduct of the meeting and may result in inability to provide public comment remotely.

7.5.4 Written Public Comment. Time permitting, the Presiding Officer, in the exercise of sole discretion, may read correspondence addressed to the City Council during the Public Comment Period, if the correspondence specifically requests that it be read during this period. Any public comments that are received will be distributed to Council as timely as possible and will be entered into the public record.

7.5.5 In order to assist the Presiding Officer in ensuring that public comment pertains to City or Council business, the sign-up forms for in-person and remote public comment shall require that each person signing up to comment indicate the topic(s) upon which they intend to comment. At the discretion of the Presiding Officer, any person failing to indicate the intended topic(s) of their comment may be denied the opportunity to comment.

7.6 Reports of Councilmembers. Reports of Councilmembers shall be directly related to City business. Such reports may include, but not limited to: request for future agenda items; events or meetings of outside municipal boards or groups to which a Councilmember has been assigned or appointed; community-wide events; citizen complaints or inquiries about City services; or to make simple information requests that can be easily answered at the City Council Meeting or by later communication.

Councilmembers shall not use this portion of the Meeting to make political statements; to rebut, respond to, or refute actions previously taken by the City Council; or to comment about or respond to the actions or comments of a fellow Councilmember.

Section 8. Agenda Preparation.

8.1 The Clerk, under direction of the City Manager, will prepare a preliminary agenda for each Council Meeting specifying the time and place of the meeting and setting forth a brief general description of each item to be considered by the Council, along with the estimated

time when each item will be discussed on the City Council Meeting Agenda. The preliminary agenda is subject to review by the Presiding Officer and by the Deputy Mayor.

8.2 An item for a Council meeting may be placed on the preliminary agenda by any of the following methods:

8.2.1 A majority vote of the Council.

8.2.2 Council consensus.

8.2.3 By any two Councilmembers, via email to the City Manager, no later than 12:00 noon on the Wednesday 13 days preceding the meeting. The Councilmembers shall include in their request adequate background information and explanation so as to allow the City Manager to understand and prepare to support the Council's consideration of the topic. The names of the requester Councilmembers shall be set forth on the agenda. The item shall be placed on the next available meeting agenda as determined by the City Manager.

8.2.4 By the City Manager.

8.2.5 By a Council committee.

8.2.6 By the Mayor.

8.3 Agenda items that are continued from one meeting to another will placed on a future meeting agenda based upon workloads, priorities, and other scheduling considerations.

8.4 The preliminary agenda items will be submitted to the City Manager no later than Wednesday at 1:00 p.m., 13 days preceding the meeting. The finalized agenda and meeting packets should be available at City Hall by 5:00 p.m. at least 5 days before the next Council meeting.

8.5 Council procedures shall be periodically reviewed as needed, but at least every two years; therefore, Council procedures shall be considered in the first quarter of every even numbered year and may be considered any other time that Council shall choose to review them.

8.6 Public Requests for Presentations and Proclamations. It is the policy of the City Council to only consider requests to allow presentations or to make proclamations for events, issues, or causes that directly affect Woodinville residents, businesses, and organizations. The City Council will only consider requests that are timely and have potential relevance to a majority of Woodinville's residents, businesses, and organizations.

Section 9. Public Hearings.

9.1 Rules for Public Hearings. The following rules shall be observed during any public hearing (or public meeting at which the Council accepts public comment on a specific issue). However, the rules may be altered, amended, or revised upon a majority vote of the City Council.

The Presiding Officer shall declare the public hearing open and ask for the City staff presentation. The Presiding Officer shall recognize comments and questions from the Council to the staff.

After all interested members of the public and staff have had an opportunity to speak, the primary advocate or sponsor of a position may respond to or rebut information presented in opposition. This opportunity for rebuttal shall not be used to present new information or to address subjects other than issues raised by the opposition or public. After all interested persons have had a fair opportunity to speak, the Presiding Officer shall declare the public hearing closed. The Council may, however, allow written materials to be presented to the Council for a period of time certain. This shall be decided by the Council and require a majority vote.

Once the public hearing is closed, no person may introduce new substantive information without a majority vote of the Council reopening the public hearing. If any person wants to have the public hearing reopened, the person must petition the City Clerk. The Council may accept or reject such petition and determine any limiting conditions regarding a further hearing.

9.2 Rules for Quasi-Judicial Hearings. The following additional rules shall be observed during any Council quasi-judicial public hearing:

9.2.1 Public oral testimony shall not be given on quasi-judicial matters outside of a public hearing except on matters of procedure. If a quasi-judicial matter is on the agenda, the City Attorney shall inform the public what State law permits as to public comments on quasi-judicial matters. If comments are provided in writing, such written comments must be filed with the Clerk no later than 1:00 p.m. of the Wednesday preceding the hearing. No material submitted later than that time will be considered by the Council unless and until there is a further hearing. Written comments to the Council on closed record quasi-judicial matters will be reviewed by the City Attorney who will exclude information which is not contained in the record of the Hearing Examiner or other official conducting the open record hearing.

9.2.2 The Presiding Officer shall declare the public hearing open and ask councilmembers to disclose ex parte oral or written communications or any potential appearance of fairness problems. Councilmembers will disclose any facts that may lead to a challenge. After all disclosure, the Presiding Officer will ask if any person wishes to make an appearance of fairness challenge to any councilmember. If so, the member of the audience will come forward to the podium and make the challenge. After all challenges, the Presiding Officer may ask the City Attorney to advise if any councilmember may be subject to disqualification. This may be in public or executive session. After any councilmember recuses, the quasi-judicial hearing shall proceed. If a challenged councilmember does not recuse, the proceeding may be suspended pending judicial resolution of the challenge.

9.2.3 If a hearing is on a plat approval, the hearing shall proceed under the same rules as provided in Section 9.1, above. If the hearing is on any other appeal from an open record hearing, only the parties (*e.g.,* the appellant(s) and applicant) shall present to the Council after the staff presentation. The Council also reserves the right to receive argument in writing and without further oral presentations, or a combination of both written and oral presentations.

Section 10. City Council Committees.

10.1 To help the City Council complete its work and to make City Council Meetings more efficient, the Council may form Committees to gather information; consider project/program options; or other duties as may be assigned by the City Council. Any such Committee shall only be authorized to investigate and evaluate those matters referred to it by the City Council.

10.2 Each Councilmember shall be notified when a Council Committee meets and shall receive a copy of the Meeting Agenda. After a Council Committee has met, the Committee Presiding Officer shall report the Committee's activities to the entire Council at the next Regular Meeting; or the assigned staff support employee shall prepare a written summary of the Committee's activities for distribution to the entire Council.

10.3 The following basic rules shall apply to City Council Committees:

10.3.1 Ad Hoc Committee Assignments. Ad hoc committees of not more than three Councilmembers may be appointed by the Mayor, with the concurrence of the Council, from time to time as the need arises. The Mayor, with the concurrence of the Council, shall also appoint the Presiding Officer of any such ad hoc committees.

10.3.2 Committee of Inquiry. Upon the affirmative vote of a majority of the Council, a committee of inquiry consisting of not more than three Councilmembers may be appointed by the Mayor with the concurrence of the Council, to inquire into any and all matters of City business as shall have been authorized specifically in the enabling motion.

10.3.2.1 The City Manager may be an ex-officio member of any and all such committee(s).

10.3.2.2 The committee shall report the results of each such approved inquiry to the Council, and the committee report shall be received by the Council and may be entered into the public record.

10.3.2.3 Nothing in this policy shall prevent an individual Councilmember from contacting the City Manager, a City department director, officer, or employee with questions or requests for information regarding any matter which is within the scope of the authorities of the Councilmember.

10.4 Standing Committee Assignments. If standing committees are established, they shall be appointed by the Mayor, with the concurrence of the Council. The Mayor, with the concurrence of the Council, shall also appoint the Presiding Officer of such standing committees.

10.5 Committee Meetings Open to Public. All meetings of committees designated pursuant to this Section shall comply with the requirements of the Open Public Meetings Act (Chapter 42.30 RCW).

Section 11. Additional Items.

11.1 Decorum – General. Councilmembers are strongly encouraged to exercise principles of general decorum in all aspects of their official City conduct, including but not limited to public statements, press releases, media interviews and written correspondence constituting a public record. For purposes of this subsection, "general decorum" shall mean politeness, courtesy, professionalism, and avoidance of personal insults, slanderous remarks, and ad hominem attacks with respect to other City officials and employees. The principles of general decorum established in this section are separate from and additional to the prohibition against false statements and misrepresentations codified at WMC 2.36.020(12).

11.2 Electronic Devices. Councilmembers may use computers, electronic tablets, smart phones, personal digital assistants, and similar devices, whether personal or City-issued, to access data during council meetings. Councilmembers shall not communicate using text messaging or social media during a council meeting. Councilmembers shall not make or receive personal, private phone calls or emails while at the Council dais. Councilmembers shall not communicate in any electronic format with another councilmember during a council meeting. On limited occasions, a councilmember may send or receive an email to the City Manager or City Attorney during a council meeting. For electronic communications outside of council meetings, see the City *Information Technology Policies*.

11.3 Representation of the City. Councilmembers may be called upon to represent the City or the position of the City on certain subjects and issues to external organizations.

11.3.1 Designation as Official Representative to External Group. The Council shall periodically review as needed, but at least every two years in the month of January of every even-numbered year, the assignment of Councilmembers to represent the City at various external groups. As new opportunities arise to represent the City to external groups, Councilmembers must inform the Council of the opportunity and receive Council consent prior to applying for or assuming the appointment of City representative to an external group.

11.3.2 Representation of City Position. To the extent practical, no Councilmember shall state or give the impression of stating the position of the City Council on a specific topic or subject, whether verbally or in writing (including use of the City's logo or letterhead), unless the substance of that position has been discussed and approved by Council.

Section 12. Appointment of Commissioners to Advisory Boards. The City Council shall use the following process to appoint Commissioners to various boards including the Planning Commission, Public Spaces Commission, and the Salary Commission.

12.1 The City Manager shall cause to be advertised any vacancies and shall set a date for consideration and appointment of potential members for such vacancies at a regularly scheduled Council meeting.

12.2 At such meeting, the Mayor shall serve as the Presiding Officer for the interview and subsequent nomination process for any such board vacancies.

12.3 The Mayor will ask for nominations. When it appears that no one else wishes to make any further nominations, the Mayor will ask again for further nominations and if there are

none, the Mayor will declare the nominations closed. A motion to close the nominations is not necessary.

12.4 No Councilmember may nominate more than one person for a given seat.

12.5 Nominations do not require a second.

12.6 If more than one (1) nomination is made, an open election is conducted by roll call vote. When called upon, each Councilmember shall state the name of the nominee for whom voted.

12.7 If none of the nominees receives a majority of the votes cast, those nominees receiving the most votes will proceed to a runoff vote, until one nominee receives a majority of the votes cast. If there is a tie vote between two or more nominees, those nominees shall proceed to a runoff vote until one nominee receives more votes than the other nominees, and that nominee shall advance in the process.

12.8 A tie vote results in a failed nomination, except as described above.

12.9 The Mayor shall declare the nominee receiving the majority appointed.