City of Sammamish, Washington
Neighborhood Traffic Management Program (NTMP)

INTRODUCTION

The neighborhood Traffic Management Program (NTMP) for neighborhood streets represents the commitment of the City of Sammamish to the safety and livability of residential neighborhoods. It is a joint effort between neighborhood residents and the City of Sammamish to reduce the impact of traffic on neighborhoods. The NTMP provides a process for identifying and addressing traffic related concerns on neighborhood streets. Under the program, city staff work with residents within neighborhoods to evaluate the type and severity of traffic issues. Through active participation by citizens, we can identify the problem, plan the approach, implement solutions and evaluate their effectiveness.

The City of Sammamish places a high value of neighborhood livability. Although livability has no precise definition, it can be thought of as encompassing the following characteristics:

- The ability of residents to feel safe and secure in their neighborhood.
- The opportunity to interact socially with neighbors without distractions or threats.
- The ability to experience a sense of home and privacy.
- A sense of community and neighborhood identity.
- A balanced relationship between multiple uses and needs of a neighborhood.

Traffic management plays a vital role in promoting these characteristics. The NTMP recognizes that vehicular traffic is only one element of a neighborhood, and that other residential needs must be given careful consideration. Through the NTMP, residents can evaluate existing traffic conditions, the various requirements, benefits, and trade-offs of projects within their own neighborhood and can become actively involved in the decision-making process. This program provides information and guidelines to help them participate in that process.

GOALS

The overall goals of the Neighborhood Traffic Management Program are derived from existing City policy. They are:

1. Improve neighborhood livability by reducing the speed and impact of vehicular traffic on residential neighborhoods.
2. Promote safe and pleasant conditions for residents, pedestrians, bicyclists, and motorists on neighborhood streets.
3. Encourage and promote citizen involvement in all phases of neighborhood traffic management activities.

4. Make efficient use of City resources by prioritizing traffic management requests.
5. Support the policies that will be contained in the Transportation Element of the Comprehensive Plan.

POLICIES

The following policies are established as part of the Neighborhood Traffic Management Program for local access streets:

1. Commuter traffic should be encouraged to use arterials and collector streets as designated in the arterial streets classifications and policies.
2. Reasonable emergency vehicle access shall be preserved.
3. Reasonable automobile access should be maintained. NTMP projects should encourage and enhance pedestrian, bicycle, and transit access to neighborhood destinations.
4. Application of the Neighborhood Traffic Management Program shall be limited to neighborhood streets, as designated in the arterial streets classification goals and policies, except as arterial treatments contribute to improvement of conditions on neighborhood streets.
5. The Public Works Department shall employ traffic management devices to achieve the NTMP's objectives. Traffic management devices include traffic circles, diverters, medians, speed humps, chicanes, and curb extensions. Stop signs/multi-way stops may be used in conjunction with other devices and shall be planned and designed in keeping with sound engineering and planning practices and in accordance with the Manual on Uniform Traffic Control Devices (MUTCD). The Public Works Director shall direct the installation of traffic control devices (signs, signals, and markings) as needed to accomplish the project, in compliance with the municipal code.
6. The most passive solutions must be implemented before any traffic management device construction. The passive solution can include Neighborhood Speed Watch Program, sign installation, pavement marking, targeted enforcement, traffic trailer, etc. The Neighborhood Speed Watch program is a public awareness program that solicits concerned City of Sammamish citizens as volunteers to participate in actively addressing and impacting the problem of numerous vehicles exceeding legal speed limits on neighborhood streets. The Police Department furnishes training and equipment for citizens to record speeds and vehicle license numbers of cars traveling in excess of the legal speed limit in their own neighborhood. Upon receipt of the data, the City obtains the names and addresses of registered owners of the recorded vehicles and sends notices encouraging the owners or driver of the vehicle to observe the speed limit.
7. To implement the NTMP, certain procedures shall be followed by Public Works Staff in processing traffic management requests in accordance with applicable codes and related policies and within the limits of available resources. At a minimum, the procedures shall provide for:
    - Submittal of project proposals by citizens;
    - Evaluation of proposals by Public Works staff;
    - Citizen participation in plan development and evaluation;
    - Communication of specific findings to area residents and affected neighborhood organizations before installation of permanent physical traffic management devices.

NEIGHBORHOOD STREET PROJECTS

The NTMP addresses two types of neighborhood streets:

1. Local access streets
2. Neighborhood collector streets

Local access street projects are intended to respond to traffic issues related to speeding and traffic and pedestrian safety on one or on a network of local streets in a neighborhood.

Neighborhood collector streets are streets which are predominantly residential. The goal is to develop education, enforcement, and engineering measures to decrease the unsafe impacts associated with speeding and excessive volumes on neighborhood collector streets. These measures offer opportunities for resolution unique to collector streets and different from those applied through local access projects.

OBJECTIVES

The Neighborhood Traffic Management Program was developed to give Sammamish neighborhoods a process in which Public Works staff assists the neighborhoods to resolve traffic concerns related to excessive speed and volume. Important objectives of the program include:

- Working with neighborhoods to develop an action plan that satisfies their needs and resolves the identified traffic concerns.
- Work with the neighborhood to develop an action plan to determine the effectiveness and the appropriateness of options before installing devices permanently.
- The reduction of traffic volumes is not a primary objective but arterial traffic should be discouraged from using local access streets.

PROCESS

The program is a two-phase, two-year process. Phase I focuses on passive, less-restrictive measures. This includes educational programs, enforcement, pavement markings, and signing. Should "Phase I" actions prove ineffective, more restrictive "Phase II" methods and physical devices may be considered, based on certain threshold criteria.

NEIGHBORHOOD TRAFFIC MANAGEMENT PROGRAM: PHASE I
Education, Public Awareness, Enforcement, and Passive Measures

The first step is for residents to identify their traffic concerns in their neighborhood and inform the City. Formal letters should be addressed to the City's Public Works Department at 801 – 228th Avenue SE, Sammamish, WA 98075. Residents may contact the City with questions at (425) 295-0565. However, until a formal request is submitted to the City in writing, neighborhoods will not be placed on the list to be scheduled for evaluation.

If there are more projects requested than the City has resources available for projects will be ranked based on the point scores outlined in attachment A. Typically the highest ranking projects are undertaken first. The number of projects initiated each year depends on available City resources.

Once the City receives the formal request from either a collective neighborhood or a group of residents, a site visit will be conducted to review current traffic control measures including pavement markings, signs, sight distance, and road conditions. Next, the City will collect pertinent data (historical traffic data, volume and speed counts, etc.) for further evaluation.

From this information Public Works staff and City Police will compose a Neighborhood Traffic Plan for the location and inform the residents of the findings and recommendations for Phase I solutions. This review takes approximately 8 to 10 weeks from the date the request is received.

Possible Phase I solutions may include one or more of the following:

- Neighborhood Speed Watch: This program is a public awareness program that solicits concerned City of Sammamish citizens as volunteers to participate in actively addressing and impacting the problem of numerous vehicles exceeding legal speed limits. The City Police Department furnishes training and equipment for citizens to record speeds and vehicle license numbers of cars traveling in excess of the legal speed limit. Two people are usually needed – one to clock the speeds and read out the license plate numbers and descriptions of the cars, and the other to record the information. (Additional information is available from the Police Department).

  Upon receipt of the data, the City obtains the names and addresses of the registered owner of the recorded vehicles and sends notices encouraging the owners or drivers of the vehicle to observe the speed limit.

- Traffic Trailer: A portable trailer equipped with a radar unit detects and records the speed of passing vehicles and display their speed on a digital reader board. The trailer display actual speed compared to the posted speed limit and encourages compliance.

- Neighborhood Traffic Safety Campaign: This program involves a personalized newsletter mailed or distributed by the neighborhood HOA to your neighborhood. The newsletter explains

volumes and speeds in your area, recommended traffic calming measures, traffic laws, pedestrian safety, and other relevant information. The City will work jointly with the HOA to develop the newsletter.

- Brush Trimming: The trimming and removal of brush by homeowners or City staff to facilitate better sight distance.

- Pavement Markings: The painting of legends and markings on the pavement. These may include centerlines, fog lines, pedestrian crossings, and speed limits.

- Signing: The posting of appropriate traffic control signs. These may include speed limit, parking, dead-end, no outlet, school signs, etc.

- Target Enforcement: Increased enforcement by Sammamish Police Department.

Once the Proposed Improvement Plan has been formulated, PW staff and City Police will work with concerned citizens to initiate recommended solutions. Approximate time line: 16 to 20 weeks.

NEIGHBORHOOD TRAFFIC MANAGEMENT PROGRAM: PHASE II
Traffic Calming Projects

A neighborhood is eligible for consideration in the Phase II portion of the program approximately 32 weeks from the implementation of Phase I. The first step is for residents to share with the City their desire to be moved from Phase I to Phase II. Formal letters should be addressed to the City's Public Works Department at 801 – 228th Avenue SE, Sammamish, WA 98075. Residents may contact the City with questions at (425) 295-0565. However, until a formal request is submitted to the City in writing, neighborhoods will not be placed on the list to be scheduled for evaluation.

The City again collects data and compares it to Phase I information. Should the traffic concerns still exist and there is sufficient data to support this, then the location will be reviewed for the construction of physical devices.

If there are more projects eligible for Phase II improvements in a given year than the City has resources available for, projects will be ranked based on the point scores outlined in attachment A. Typically the highest ranking projects are undertaken first. The number of projects initiated each year depends on available City resources.

Possible Phase II solutions may include, but are not limited to, the following physical devices:

- Choker and Curb extensions
- Raised crosswalks
- Entry treatments
- Speed humps
- Traffic circles
- Chicanes
- Raised intersections
- Medians

Step 1: Project Consideration and Preliminary Review

PW staff reviews and gathers additional data if necessary. The potential project is rated using "Point Assignment for NTMP Projects" (Attachment A). The numerical score helps determine placement on a priority list. Approximate time line is 4 to 8 weeks.

Step 2: Plan Development

A public meeting is held to inform residents of pending project and to gather further information. PW staff is responsible for public notification. Approximate time line is 4 to 6 weeks.

Step 3: Ballot for Design and Construction

The project plan is modified if necessary and placed on a funding priority list. The requestor is then responsible to circulate a ballot for permanent device construction. A 60% signature rate is needed to proceed. Final design and construction is contingent of funding. Approximate time line is 16 to 26 weeks (Target for construction is 100 weeks from original Phase I request date).

Step 4: Reporting of Design and Construction

PW staff generates report of final design and construction schedule and distributes it to study area, preferably through an active HOA or neighborhood point of contact. Approximate time line is 4 to 8 weeks.

Step5: Landscaping

Initial installation costs associated with landscaping will be covered by the city's construction project. *If landscaping of NTMP devices is feasible and desired by the neighborhood maintenance will be negotiated with the neighborhood and/or adjacent property owners.* If the neighborhood fails to fulfill the assigned responsibility and the landscaping obstructs the view of traffic or becomes unsightly the city reserves the authority to remove the landscaping.

Step 6: Follow Up Evaluation

With in three to five years after construction of an NTMP project, the Public Works Department will conduct a follow-up evaluation to determine if the project's goals and objectives continue to be met.

REAPPLICATION

A NTMP project that is rejected because it did not qualify for consideration pursuant to minimum point score or is not implemented because it failed the ballot for permanent installation pursuant to Step 3, shall not be reconsidered or resubmitted for a period of two years after rejection. An application for a particular traffic management device that was rejected because the requested device did not comply with engineering standards on the particular street shall not be reconsidered or resubmitted for the same device on the same street. **Exception:** A reapplication may be filed and considered prior to the expiration of the two year period or otherwise if the applicants submit evidence that demonstrates to the satisfaction of the City Engineer that a substantial change in circumstances has occurred since the previous consideration of the project that has had a material negative effect on the traffic volume, speed or safety on the street or segment of street for which the project was previously proposed, or that changes the engineering analysis of a particular device. Examples of such evidence include, but are not limited to:

- The expansion of a high traffic use;
- The construction or modification of a road improvement that has substantially rerouted traffic onto the street;
- The construction of a school or other major pedestrian oriented facility abutting the subject street or segment of street;
- An increase of two or more correctable traffic accidents on the subject street or segment of street since the original application; or
- A change in the street configuration or engineering standards that would change the engineering analysis regarding an application for a particular device.

If the preliminary review shows that a safety concern exists, Public Works staff may address the problem separately from the NTMP.

PROGRAM MODIFICATIONS

The City Manager has the authority to make procedural changes to this program that do not interfere with the intent or goals of the program.

ATTACHMENT A: POINT ASSIGNMENT FOR NTMP REQUESTS

The following information is used to develop a numerical score for each NTMP project request. Scores are used to rank requests on a Citywide basis. A high ranking, available budget, and other factors are used to determine which projects will proceed to the petition-to-study stage.

(a) **Traffic Volume**
Average daily volume (on the segment of the project street having the highest volume) divided by 100.

Thirty points maximum score

(b) **Speed**
Percent of vehicles over the speed limit (on the segment of the project street having the highest percentage over the limit) divided by 3.

Thirty points maximum score

(c) **Accidents**
Ten (10) points per correctable accident in the most recent three-year period.

Thirty points maximum score

(d) **Schools**
Five points for each private or public school in the affected neighborhood.

Ten points maximum score

(e) **Other Pedestrian Areas**
Five points for each individual pedestrian-oriented facility; such as churches, daycare facilities, elderly housing, or a park in the affected neighborhood.

Ten points maximum score

(f) **Pathways**
Five points for a subject street that is not bordered by a sidewalk or pathway.

Five points maximum score

(g) **Designated Bicycle Routes**
Five points for a subject street or cross street designated as a bicycle route in the City of Sammamish's arterial streets classifications and policies.

Ten points maximum score

TRAFFIC MANAGEMENT DEVICES

This section provides a brief description of some commonly used traffic management devices.

Traffic circles are raised islands placed in an intersection. The primary purpose of a traffic circle is to slow high-speed traffic. Traffic circles are most effective when constructed in a series on a local service street.

Chokers or curb extensions narrow the street by widening the sidewalk or the landscaped parking strip. These devices are employed to make pedestrian crossings easier and to narrow the roadway.

Chicanes are similar to chokers or curb extensions by narrowing the existing street with an alternating pattern. These devices require the driver to shift his line of travel from one side of the street to the other. Installed correctly, chicanes may make the street appear to have a restricted or limited access.

Semi-diverters limit access to a street from one direction by blocking half the street allowing only bicycle, pedestrian, and transit access. They may also be constructed to limit certain movements (left or right turns and through movements) at an intersection.

Diagonal diverters place a barrier diagonally across an intersection, disconnecting the legs of the intersection.

Intersection channelizations are designed to limit certain movements, narrow the intersection, or otherwise direct traffic. They are unique to each intersection and can take a variety of forms. An example is a median island that restricts through movement.

Narrow Points reduce the roadway width to one 12-foot travel lane. The one lane requires drivers to take turns driving through the device. Narrow Points make the street more visually restrictive.

Speed Bumps. Two types of speed bumps are approved for use on City streets. Local access 14-foot bump and the Neighborhood collector 22-foot bump. Both bumps are designed to slow traffic to 20 mph and 30 mph respectively.

TRAFFIC CONTROL DEVICES

Stop Signs are used to assign right-of-way at an intersection. They are installed at intersections where an accident problem is identified or where clear right of way may be in doubt.

Stop signs are generally not installed to divert traffic or reduce speeding. Stop signs or multi-way stop intersections can be used in conjunction with other traffic management devices.

Modern Roundabouts are traffic control devices approved by the City for controlling traffic and reducing accidents. They can be utilized in place of traffic signals or stop signs or in conjunction with same. Three principle design features distinguishing the Modern Roundabout from Traffic Circles are:

- Yield-at-entry
- Deflection
- Flare

GLOSSARY

1. **Street Classifications**. All of the streets in Sammamish are classified by the City's arterial streets classifications. Those classifications designate a hierarchy of streets to serve different kinds of trips, and different volumes of traffic, traveling at different speeds. They are intended to guide future development of Sammamish's transportation system. They do not mandate any specific projects or any changes in traffic movement or transit service. The arterial streets classifications and policies are not a strict guideline for current operation of Sammamish's street system; thus, some streets may not now be operating in accordance with their classification.

2. **Neighborhood Streets**. Neighborhood streets make up the great majority of Sammaish's street neighborhood collector streets. These streets serve local circulation needs for autos, bicucles, and pedestrians and provide access to land uses located on the street. Local access or neighborhood streets should not carry significant volumes of through traffic. Most reported neighborhood traffic problems are concerned with the interactions of autos and residential livability on neighborhood streets.

   Neighborhood collectors are intended to be the links between the local access or neighborhood streets, collectors, and arterial streets. Shorter trips and access to commercial uses should also be emphasized in the design of neighborhood collectors.

   Major collector streets are similar to neighborhood collectors, except they serve larger geographical areas and/or more concentrated development.

   Arterial streets are designed to service trip movements betweer different sections of the City and to allow access to abutting properties without disrupting traffic flow.

3. **Speed** may be the most often noted and discussed of neighborhood traffic problems. Local access streets, where not posted, have speed limits of 25 miles per hour. As needed/requested, the Public Works Department will conduct a speed study to determine the appropriate speed limit on a given street. Factors considered by the Public Works Department include land use, accident history, type of roadway, and existing speeds driven by motorists.

4. **Volume** is another of the most commonly reported local traffic problems. Volume refers tc the number of vehicles that cross a given section of roadway during a specified time period. In Sammamish, volumes are normally measured on weekdays for at least 24 hours.

5. **Accident history information** is used to determine safety problems at a given location. Accidents, particularly at low-volume residential intersections, are often random. An average of less than one reported accident per year usually does not indicate a safety hazard. An average of one or more reported accidents per year can be significant, particularly if there is a pattern of several similar accidents having occurred. When a pattern is apparent, the problem can be identified and appropriate solutions developed.

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Neighborhood Speed Watch

- The City of Sammamish Neighborhood Speed Watch is a program designed to involve you as a citizen in the process of making your neighborhood and community safer by generating speed awareness to the motoring public.

- This is accomplished by your use of a City provided, handheld radar unit to monitor the speed of traffic in your neighborhood. Drivers will receive instant feedback on their speed via an electronic reader board, or in instances where the reader board is not used, a letter describing the traffic violation is mailed to the registered owner of the vehicle by the Chief of Police and City Engineer.

- Your involvement is limited to operating the radar unit. You are not involved in active measures to slow speeders down, i.e.: you can not yell at, gesture at, chase down and try to stop, or throw things at cars. Regardless of how fast the person is driving, you are allowed only to log the speed and license plate of the vehicle.

- The radar units are user-friendly and easy to use. They work by emitting a radio-wave which is reflected off of a moving object. The radio-wave is returned to the radar unit and registers the speed of the object on the visual display of the unit. An audible tone is also generated and is used to verify the visual observations of the vehicles speed and the speed read out of the radar unit. While radar is a safe device, it does emit electrical energy so it is recommended that it not be directed at yourself, or any other person, for long periods of time.

- The first step in participating in Speed Watch is to thoroughly read this handout and understand all of the information. A short test is included to demonstrate you understanding of the Speed Watch program. Once you have completed the test you will need to contact the Sammamish Police Department Traffic Unit either in person at the station, or by calling 425-295-0770 and asking for the Traffic Unit. A short hands-on session will take place to familiarize you with the radar unit. Dependant on which part of the program you want to participate in, you will be able to check out either a radar or a marked Neighborhood Traffic Safety Program vehicle which is equipped with an electronic reader board and radar. You are responsible for the proper use and care of any equipment checked out to you.

- Once you have the equipment you need to locate a safe location from which to operate the radar. As the radar needs a 12 volt power source you have to have a car for a power source. We do not allow the use of other devices such as a generator or a stand-alone car battery as a power source. Your car will need to be parked so as to be completely off of the roadway and not impede traffic flow or visibility, in other words not blocking the view of an intersection, crosswalk or other hazard. A highly visible traffic vest is provided to you with the radar. You have to wear the vest while operating the radar. Pay close attention to where you position yourself. Make sure that you are visible and are not in the roadway. If others are helping you conduct the survey then they too will need to adhere to these guidelines.

- As radar is an electrical device, it is important that you check it for accuracy each time you set up for operation. This is done by using a vibrating tuning fork for an external check and by depressing a button on the radar unit to perform an internal test.

- You begin the testing process by first locating the Power/Volume switch which is the round knob on the left rear part of the unit. It is marked "Power" and on the left side says "On" and "Vol" on the right side. Make sure that the knob is turned fully to the left. This ensures that it is off. Then plug the cigarette lighter plug into a 12 volt power outlet. Turn the "Power" knob fully to the left. If a small red light isn't on then repeat the first step, ensuring that the power plug is properly seated in the outlet. Next, push the button over "Lamp Test" next to the Power knob. All of the lights in the display window must light up and you should see three 8's. Now make sure that the knob to the right of the Power switch, labeled "Range" is turned fully to the right. Find the word "Hold" on the display. This indicates if the "Hold" feature of the unit is on. There should not be a red light displayed over it. If one is, then depress the blue button on the right front side of the unit. Once the light is out and the hold feature turned off you can begin the testing process.

- The external test is done by turning on the power to the radar unit and then tapping the tuning fork against a non-metallic surface (striking the fork against a hard surface will damage the tuning fork and costs about $100.00 to replace). While the fork is vibrating hold it up in front of the emitter cone of the radar, the colored glass end of the unit, until a speed is displayed on the unit. The speed that should be displayed is engraved on the tuning fork. The displayed speed must be within 2 MPH+/- of this speed.

- Next check the internal calibration of the unit by depressing the "Test" button which is located to the right of the " Range" button. You should see the number 32 in the display window.

Neighborhood Speed Watch...cont'd

- Congratulations! You have successfully checked the calibration of the radar and are now ready to start checking the speed of passing cars.

- To obtain the speed of a car, you need to hold the radar so that it is emitting its beam towards a car that is either coming towards or away from you. It is important to hold the radar so that it remains fairly parallel to the roadway instead of turning it and following the car with it as it goes by as this will result in obtaining an inaccurate speed. You can use the hold feature to stop the radar from emitting a beam while you are waiting for another car to come by.

- Use the enclosed log sheet to record the speed and license plate number of vehicles you catch speeding. You need to use some measure of discretion when logging violators. While you may want us to contact any speeder in your neighborhood regardless of their speed, we ask that you log those which are 8 - 10 miles an hour and more over the speed limit.

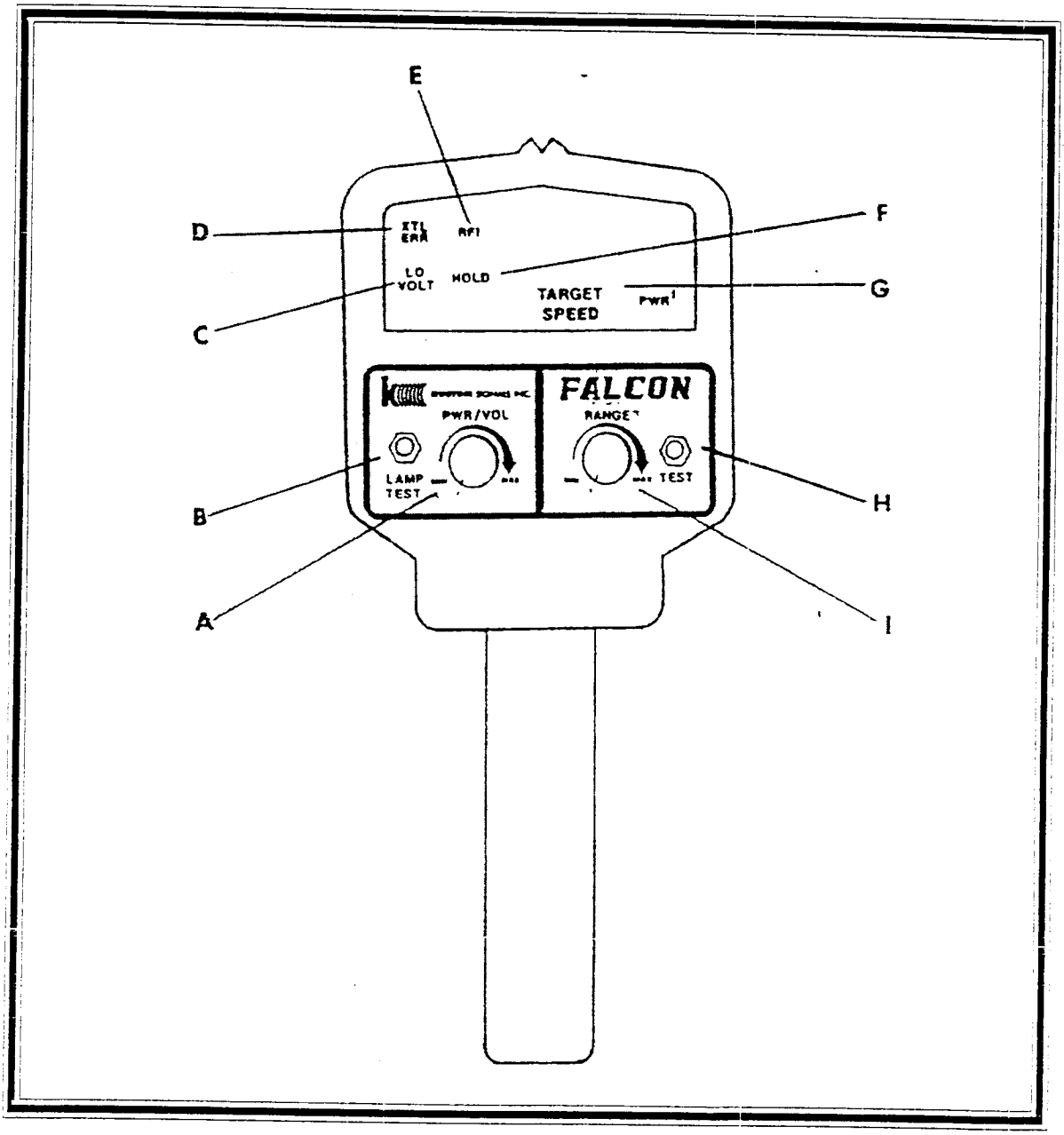
- When you are done with your session of logging violations first turn off the Power knob and then unplug the unit.

- Your completed log sheets will need to be turned in to us along with the equipment you checked out when the loan term ends.

- Again, we want to stress that you are acting merely in the capacity of a collector of information. Representing yourself as a law enforcement officer, or as an agent of the Police Department, or involving yourself in confrontations with violators or being arrested for DUI will result in the denial of your further participation in the Neighborhood Speed Watch Program. It is imperative that you return all loaned items at the specified time as others will be scheduled to use the equipment and will be waiting for it.

- Your help in making your neighborhood safe is greatly appreciated by us. We will be mailing violation notification letters to the registered owners of the cars you logged. Help us to help you by being a frequent participant in the Neighborhood Speed Watch Program. Again, Thanks!

REAR VIEW



A. **POWER/VOLUME (PWR/VOL).** Dual purpose control for ON/OFF and target Doppler audio volume.

B. **LAMP TEST.** When the Lamp Test button is pressed, the system will illuminate all display segments. The display will register "888" and the four LED indicators (XTAL ERR, LO VOLT, RFI, HOLD) will light, indicating proper functioning of all lighting segments.

C. LOW VOLTAGE INDICATOR (LO VOLT). When lit, indicates battery voltage has dropped below 10.8 volts, resulting in the inhibiting of further speed measurements and blanking of the target display within 2-3 seconds.

D. CRYSTAL ERROR (XTAL ERR) INDICATOR. When lit, indicates dual crystal comparison has failed, resulting in the inhibiting of further speed measurements and the blanking of the target display with 2-3 seconds.

E. RFI INDICATOR (RFI). When lit, indicates the presence of strong RF interference, resulting in the inhibiting of further speed measurements and blanking of the target display within 2-3 seconds.

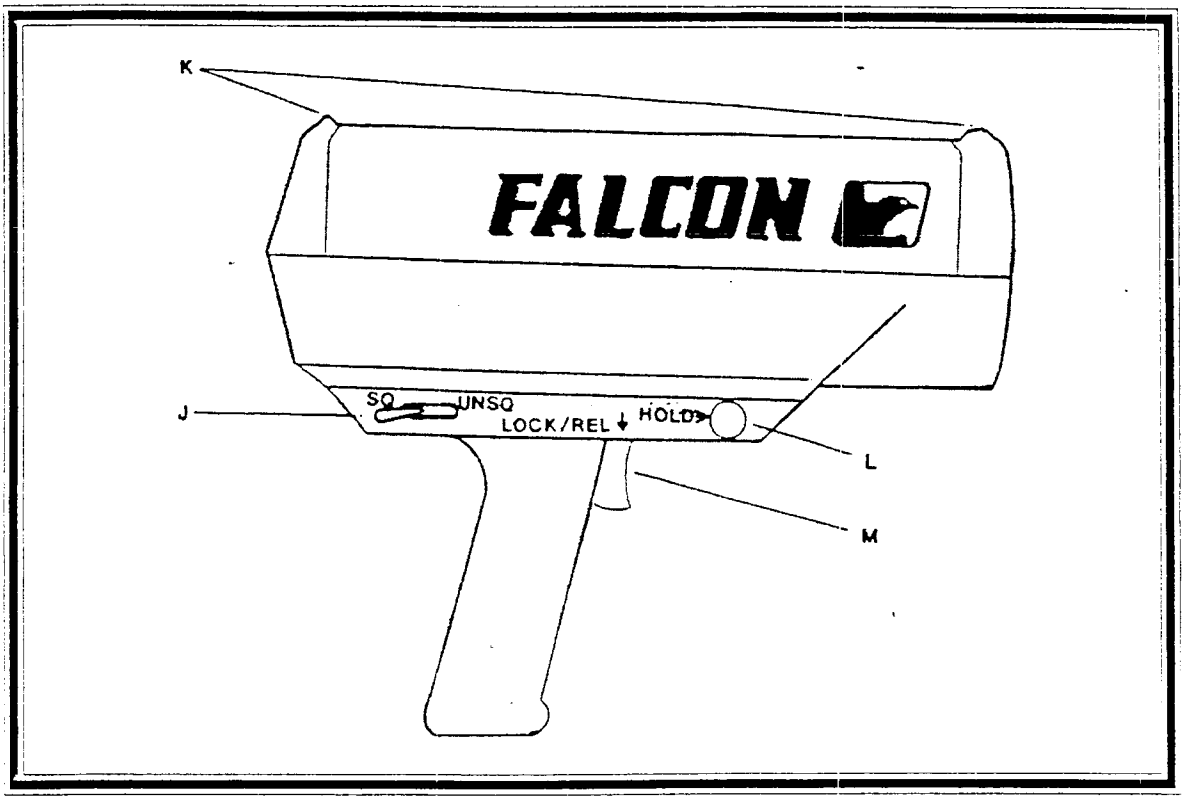
F. HOLD INDICATOR. When lit, indicates the HOLD switch has been depressed and the microwave source is turned off. Audio is automatically turned off.

G. TARGET DISPLAY. Three full digits which display target speeds between approximately 10 and 199 MPH.

H. TEST. Pressing the button causes the radar to perform an internal circuit test resulting in a readout of "32" in the display. This will be accompanied by a brief audio signal. This test readout cannot be locked in by the operator.

I. RANGE. Allows the operator to reduce or extend the effective range of the radar. Fully clockwise is the maximum range position.

SIDE VIEW



J. SQUELCH/UNSQUELCH. Provides manual override to the normal audio squelch when the display is blank. In the SQ position, audio will only be heard while a target speed is being displayed.

K. **AIMING SIGHTS.** Enables the operator to correctly aim the falcon antenna to obtain maximum effective range.

L. **HOLD**. Pressing this button places the system in the Hold Mode to avoid detection by traffic radar detectors. All microwave emission will be shut off, the display will blank, and the HOLD indicator will light. This button also releases the system from the Hold Mode.

M. **LOCK/RELEASE (TRIGGER).** Pulling the trigger once will lock a target vehicle's speed into the display. The display will flash and a short 500 Hz tone will be heard. Audio is automatically un-squelched while a reading is locked. Pulling the trigger a second time will release a locked-in speed.

NOTE: Some localities do not permit the use of any speed locking function. For this reason, your unit may not be equipped with the Lock/Release capability. (The trigger will be present, but will not be functional.)

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Neighborhood Speed Watch

Name of Radar Operator: _____

Street Address: _____

City, State, Zip Code: _____

Telephone Number (include area code): _____

I, _____, understand that:

- The radar unit and associated accessories, as listed below, have been loaned to me by the City of Sammamish Police Department, as provided by the Neighborhood Watch Speed Program.

  Accessories:_____
  _____

- The radar unit, which has been loaned to me, is a delicate instrument and must be handled carefully. I will be responsible for protecting it and returning it in good working order. I understand that users must be 21 years of age or older.

- As an operator, I am not a City of Sammamish employee or a law enforcement officer and will not communicate or seek to communicate by my actions or speech that I am.

- I will not attempt to chase, stop, or apprehend drivers, nor will I encourage any other person to do so. No gestures or verbal comments will be made by me, nor will I throw objects at vehicles/drivers.

- I have been trained on the proper usage and safe operations of the radar gun and associated equipment.

- I agree that the radar unit and any associated equipment will be returned on or before the date specified below...

Signed:_____ Date:_____

Return Date and Time: _____ Actual Return: _____

Received By:_____

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City of Sammamish
Radar Operator's Test

Printed Name _____

Signature _____ Date _____

Circle the correct answer: T = True F = False

1. It is safe to point the Radar unit at another person for long periods of time.	T	F
2. I should never lay the Radar unit on my lap while it is turned on.	T	F
3. When someone speeds by me terribly fast, I should yell at them.	T	F
4. Chasing and trying to stop speeder is authorized.	T	F
5. I am allowed to enter the police station at any time and take any Radar unit.	T	F
6. It is important to check that the Radar unit is functioning properly.	T	F
7. I should never throw objects at speeding vehicles.	T	F
8. It is not important to get the Radar unit returned on time.	T	F
9. I should document speeds even one mile an hour over the speed limit.	T	F
10. If I get convicted of Driving Under The Influence Of Alcohol, I will no longer be allowed in the Neighborhood Speed Watch Program.	T	F

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Citizen Radar Operators Neighborhood Speed Watch
Offender Vehicle Log

Date: _____ Time Started:_____ Time Ended: _____

Street Observed: _____ Posted Speed Limit:: _____

Weather Conditions (circle one): Clear Overcast Foggy Bright Dry Rainy Icy

Name of Radar Operator: _____

Address: _____ Phone Number: _____

No.	License Plate #	Description	Speed	No.	License Plate #	Description	Speed
1				16			
2				17			
3				18			
4				19			
5				20			
6				21			
7				22			
8				23			
9				24			
10				25			
11				26			
12				27			
13				28			
14				29			
15				30			

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DATE

NAME
ADDRESS
ADDRESS
CITY, STATE, ZIP

RE: Neighborhood Speed Watch

Dear:

Your registered vehicle, Washington License _____,

was clocked by radar at _____MPH in a _____MPH zone.

This incident occurred on _____

between _____ and _____.

The Citizens of The City of Sammamish, in conjunction with the Sammamish Police Department and the City of Sammamish Public Works Department, are striving to provide a safe community for our residents and visitors. Your compliance with the traffic laws is requested.

This letter is meant only as a warning and no other official action will follow.

Please accept this as a friendly notice to drive safely in all of our city's neighborhoods.

Sincerely,

Nate Elledge
Chief of Police
City of Sammamish

BEN YAZICI
City Manager
City of Sammamish