



**CITY OF KIRKLAND**  
**Department of Parks & Community Services**  
**505 Market Street, Suite A, Kirkland, WA 98033 425.587.3300**  
**www.kirklandwa.gov**

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## **MEMORANDUM**

**To:** Kurt Triplett, City Manager

**From:** Michael Cogle, Acting Director

**Date:** January 21, 2016

**Subject:** Resolution Providing for Temporary Increase in the Membership of the Human Services Advisory Committee

### **RECOMMENDATION:**

It is recommended that the City Council adopt a resolution temporarily increasing the membership of the Human Services Advisory Committee from five to seven appointed members.

### **BACKGROUND DISCUSSION:**

In 1986 the City Council adopted Resolution R-3315 which established a Human Services Advisory Committee (HSAC) to review and provide recommendations to the Council on human services grant funding requests. The Committee was to be comprised of four members appointed by the Council, in addition to City staff. In 2000 the City Council added youth members to most City advisory groups, including the HSAC, bringing the total to five members.

Staff and members of the current HSAC recommend that the membership of the Committee increase by two members to broaden representation and to provide more opportunity for varied community perspectives to be brought to the decision-making process. Most recently, the Committee found these added opinions valuable when HSAC membership was briefly increased in 2010 as part of the annexation process. It is recommended that HSAC membership be expanded temporarily for the next two years, during which time the Council may choose to reevaluate the composition, roles and responsibilities of the Committee.

With the adoption of the Resolution, City staff will immediately begin recruitment of candidates so that the Council may appoint new members in anticipation of the upcoming application process for Kirkland's 2017-2018 human services grant program.

RESOLUTION R-5183

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KIRKLAND TEMPORARILY INCREASING THE MEMBERSHIP OF THE HUMAN SERVICES ADVISORY COMMITTEE BY TWO MEMBERS.

1 WHEREAS, in 1986 the City Council adopted Resolution R-3315  
2 which established a Human Services Advisory Committee to review  
3 funding requests from human services provider agencies and prepare  
4 recommendations to the City Council; and

5  
6 WHEREAS, in 2000 the City Council expanded the composition  
7 of the Human Services Advisory Committee to include a youth-specific  
8 seat; and

9  
10 WHEREAS, the City Council desires to temporarily expand the  
11 composition of the Human Services Advisory Committee to broaden  
12 participation and to further ensure that diverse perspectives are  
13 included in recommendations on how funding is allocated to help meet  
14 the basic needs of Kirkland residents.

15  
16 NOW, THEREFORE, be it resolved by the City Council of the City  
17 of Kirkland as follows:

18  
19 Section 1.

20 (a) The City Council temporarily adds two additional adult  
21 members to the Human Services Advisory Committee.

22 (b) Appointment of each of the two additional Committee  
23 members shall be made for a two-year term ending March 31, 2018.  
24 After the expiration of the two-year terms on March 31, 2018, the  
25 intention of the Council is to return the adult membership of the Human  
26 Advisory Committee to four members unless the Council chooses to take  
27 some other action in the intervening period.

28 (c) All the qualifications and requirements applicable to adult  
29 members of the Human Services Advisory Committee shall apply to the  
30 additional members.

31  
32 Section 2. The additional members of the Human Services  
33 Advisory Committee shall be appointed by the City Council.

34  
35 Section 3. The City Manager is directed to begin recruitment of  
36 candidates for the additional members of the Human Services Advisory  
37 Committee as soon as possible.

38  
39 Passed by majority vote of the Kirkland City Council in open  
40 meeting this \_\_\_\_ day of \_\_\_\_\_, 2016.

41  
42 Signed in authentication thereof this \_\_\_\_ day of \_\_\_\_\_,  
43 2016.

\_\_\_\_\_  
MAYOR

Attest:

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