

Cotton Hill Park. In 2009, volunteers logged 3,471 hours helping to keep our parks well maintained.

Jason Filan, Park Operations Manager, will meet with the requestor and find out if there is a particular park that is the focus of their interest and, depending on the number of volunteers that will participate; Jason will provide a list of projects that are appropriate for their ability and number. Prior to this year, we have had sufficient staff resources to be flexible to schedule volunteer projects on a day and time that was preferred by the group. However, this year we no longer have the same flexibility to schedule and a condition of our ability to accept volunteers is dependent on their availability to work on a day and time that staff is already scheduled to be in the park. Park staff provides pre-planning for the project, on-site training and oversight of the volunteers. It takes time and resources to plan and execute a successful volunteer experience. Feedback that is often received by groups is their appreciation for how well the event was organized, how good it feels to see the aesthetic improvement achieved through their hard work, and that they have a greater recognition of all that goes into keeping the parks looking well-kept and safe.

Green Kirkland Partnership

The mission of the Green Kirkland Partnership is "To conserve and sustain natural areas for the benefit and enjoyment of current and future generations." Currently, Kirkland has over 372 acres of natural areas that are in need of restoration. An important resource to implementing the restoration plan over the next 20 years is community involvement. Since 2005, more than 4,000 volunteers have contributed approximately 15,600 hours in removing invasive plants and planting native species. A yearly average of over 35 groups, including businesses, have participated in the program. The Green Kirkland program is supported by a .65 FTE (26 hours per week) position funded through 2010 from a grant by the King Conservation District. The growth in the number of volunteers is a direct result of having a dedicated staff resource whose sole purpose is to plan and organize volunteer events, as well as conduct community outreach and education to develop relationships with neighborhoods, schools, businesses, service organizations and faith-based organizations. Funding is needed to sustain staff support, purchase plants, mulch and tools, and hire crews such as EarthCorps to support large volunteer events and to work in areas of parks not suitable for volunteers.

Currently there are five park sites that are in restoration: Carillon Woods, Cotton Hill Park, Juanita Bay Park, Kiwanis Park and Watershed Park. The program needs ongoing volunteers and ongoing funding sources, such as major sponsors and grants, to sustain the program. For 2010 there will be eight volunteer events with the first one on March 20th at Cotton Hill Park.

Adopt-a-Park

Adopt-a-Park programs are designed to attract individuals or groups whose interest is to make an ongoing commitment to volunteer in a park. Agreements can be from one to three years. Municipal Park agencies within our region that have an official Adopt-a-Park program (by ordinance or resolution) have a staff person whose job is to recruit volunteers and manage the program.

Although Kirkland does not have an official Adopt-a-Park program, through our volunteer policies we have been able to accommodate individuals and groups that have expressed an interest to adopt a park and commit to an ongoing schedule to help with the maintenance of a park. Examples include:

- Highlands, Mark Twain and McAuliffe Parks: At these park sites we have individuals that have expressed an interest to be able to work in their neighborhood park as often as once a week to remove invasive plants, weed landscape beds or pick up litter in the park.
- Heritage Park: The Heathman Hotel has committed to working once a month in Heritage Park as their "adopted park". On January 18th, approximately six employees helped our Park Maintenance staff in weeding the Centennial Garden next to Heritage Hall.
- Houghton Beach Park: The Woodmark Hotel will be adopting Houghton Beach Park. Their first volunteer day will be March 25th.

In addition to these parks that have already been "adopted," the City's cemetery would benefit from a neighborhood and/or a business helping to maintain this historic property.

Park Catalog Donations and Sponsorships



In 1998, the City launched a donation program called Sharing in Kirkland Parks & Community Services. The "Sharing" catalog, pictured left, was produced in 2000 and provided information on ways individuals or businesses could make a donation that would benefit the community. The catalog provided examples such as purchasing park benches, picnic tables, drinking fountains, trees, interpretive signs, public art and playgrounds; as well as suggestions for sponsoring a recreation program or special event, along with suggested funding levels. Donations included

permanent recognition where appropriate. Unfortunately, there are no more of these catalogs in print, nor have there been the resources to update the catalog and actively market the program. We do advertize the program on the City's website and receive calls inquiring as to how to make a donation and we receive calls from individuals and families that wish to make a gift in memory of a deceased family member.

Sponsorships

In 2008, the City Council adopted a Business Sponsorship Policy (attached). The purpose was to establish guidelines and procedures for qualified sponsors and business partners for the City of Kirkland.

Many programs offered by the City and by the Parks and Community Services Department are supported through fees, subsidized by the general fund and, in some cases, supplemented by sponsorships. For several years, the City has solicited sponsorships to assist with the cost of the Summer Performing Arts Series at Marina Park, the production of the recreation brochure, the youth scholarship fund, and various youth programs; however there were no guidelines as to what services and programs were appropriate to seek business support for. This policy helps clarify the process and defines criteria for selection of a business partner. With the policy in place and with the appointment of a Business Services Manager, the City is actively seeking sponsorships and public-private partnership to provide community services and benefits to Kirkland.

Examples of areas where the City could actively seek sponsorships include programs that the City subsidizes with tax dollars such as the Kirkland Steppers program, senior van transportation program, equipment needs for certain recreation programs and for Green Kirkland events.

Additionally, the Business Services Manager could assist in connecting sponsors with community event organizers for activities such as the holiday decorations in the downtown and the 4th of July parade and fireworks.

Non-Park Volunteer Opportunities

The City's volunteer program is often in need of on-going volunteers who can assist with administrative, public safety, emergency management, and multi-media needs, as well as outdoor maintenance of traffic circles or environmental restoration sites. All City volunteer opportunities are listed on the [City's volunteer webpage](#), which can be accessed by selecting VOLUNTEERING under the COMMUNITY menu on the City's website.

In addition to the City's volunteer opportunities, there are many local non-profit agencies that are in need of volunteers, including Hopelink, KITH, and Youth Eastside Services. These opportunities are listed on two volunteer websites that allow potential volunteers to search for opportunities by location, time commitment, availability, topic area, and more. The first is www.volunteermatch.org, and the second www.uwkc.org/volunteer/.

Volunteers can also assist event organizers who host special events in Kirkland. These events are primarily in the summertime. Prior to 2010, the City's Volunteer Coordinator assisted special event organizers with finding volunteers. Due to a reduction in hours, starting this year volunteers interested in these events will be directed to the private entities that organize the events. Examples include the 4th of July parade, Kirkland Uncorked, and the Kirkland Triathlon. Special event volunteer opportunities can be listed on the City's volunteer webpage.

Financial Assistance for Victims of Violence

If a business is interested in assisting financially rather than with volunteer hours, the Police department's Family Violence Unit is always in need of gift cards from Fred Meyer as well as hotel vouchers from local hotels. These can assist victims who are fleeing an abusive situation, as local shelters are often full or not able to accept certain clients (for example, victims of stalking or extreme violence are often considered too high of a risk to a shelter for the protection of the other residents).

Adopt-a-Road and Business District Clean up

The City provides approximately 100 sweeps of the Central Business District on a predetermined schedule. This schedule generally provides a minimum of one sweep per week in the winter and a maximum of three sweeps per week in the summer and during the fall when leaves drop from the trees. Public Works is coordinating with the Kirkland Downtown Association to coordinate street sweeping with sidewalk sweeping provided by the downtown businesses. The KDA also sponsors an annual downtown clean-up program in the spring that is accomplished by volunteers recruited by the KDA.

Public Works also has an Adopt-a-Road program for litter pick-up and also provides banner hanging services (for a fee) to publicize neighborhood picnics and events. A business could provide banner hanging services by coordinating with Public Works regarding proper placement and hardware.

Neighborhood Services and Partnerships

Neighborhood work parties, meetings and picnics also present opportunities for business sponsorship. Neighborhoods have leveraged their picnic dollars by partnering with businesses for years. For example, Honda of Kirkland has paid for entertainment at the North Rose Hill Neighborhood picnic several years in a row. Starbucks and Tullys donate coffee to many neighborhood work parties, meetings and picnics. Grocery stores have also contributed supplies and food. Neighborhoods are looking even more toward their neighborhood businesses to fund this year's activities because of the reduction in Neighborhood Matching Grant funds.

Neighborhoods also do many volunteer projects throughout the year including pulling weeds and spreading bark on school grounds, picking up litter along City right of way, hanging decorations at public facilities, improving trails in parks, coordinating neighborhood wide garage sales and plant sales, and conducting food drives. Businesses could assist with these efforts by reducing hard costs or volunteering in-kind contributions.

Opportunities for Business and Community Partnerships

As described in this memorandum, Parks, Public Works, Neighborhood Services and the City's Volunteer Program have existing programs to integrate community and businesses in the delivery of services provided by the City. In addition the City has been a conduit to connect community volunteers and businesses to non-city programs and events that benefit Kirkland.

The City can facilitate business and neighborhood partnerships by encouraging direct relationships and by inviting businesses to attend or speak at neighborhood association meetings. The neighborhood association meetings are an excellent way for businesses to become more familiar with the community and to learn how they can become more connected. Additionally, businesses could be added to the neighborhood list-serve and request that they be added to the neighborhood association's email list.

A new idea being discussed by the Kirkland Alliance of Neighborhoods (KAN) is to create neighborhood/business partnership "recipe cards" or a checklist of things to do if a neighborhood or business wants to form a partnership. Neighborhood Services will be working on this topic for the March 10 KAN meeting. The recipes would range in level of effort – from easy to more complex. The programs and ideas listed in this memorandum will provide the Neighborhood Associations a beginning point for consideration. The objective is to create a self-sustaining mechanism for businesses and neighborhoods to collaborate while minimizing ongoing City staff involvement.

Implementation Considerations and Recommendations

Most public programs have limitations or regulations that need to be considered in order to be successful and volunteering and partnerships are no exception. In addition, staff's ability to support new programs is limited given reductions in hours and other budget line items. A few considerations worth mentioning follow:

- Risk Management – In order to limit risk of liability to the City and ensure protection of volunteers, the City has screening policies for all on-going volunteers (one-time or event volunteers do not typically require prior screening). On-going volunteers (administrative, traffic circle maintenance, multi-media, emergency management, public safety) must fill out an [online application](#), complete an in-person interview, provide 2 references, and pass a background check. For this reason, many positions require a 3-6

month commitment. In addition, any volunteer that will have contact with a minor child or vulnerable population is required to have background check.

There are also many activities that are not suited for volunteers because of the attendant risk factors. For instance, emptying garbage cans has the potential to expose individuals to blood borne pathogens due to the nature of materials that are often placed in public trash receptacles (e.g. syringes, human waste, broken glass, etc.). City staff are equipped and trained to handle potential exposure to blood borne pathogens. Likewise, landscape maintenance work in medians on a busy arterial presents risks to volunteers. The City's liability insurance covers volunteer workers to a degree, but City's insurance consortium advises against placing volunteers in high risk situations.

- Program Management – All programs and volunteers require staff planning and oversight. Staff is grateful for the many hours provided by volunteers and some volunteer and partnership opportunities are “low maintenance.” At this time, expansion of our existing programs or initiation of new partnership programs would be difficult. Any time a volunteer or business is working within a City facility or property, staff coordination is critical to protect both the volunteers and the City's assets. New opportunities should focus on direct partnerships between neighborhoods and businesses that need minimal staff time.

Kirkland has a rich history of community and business support in the care and improvement of its public places. In light of the recent reduction in services, there is a greater need for the community's support. Fortunately we have in place a variety of programs for citizens, groups and business to either roll up their sleeves and/or donate to support the maintenance of parks and public rights-of-way, help organize and community events and assist social service providers in Kirkland. For its part, the City will work to better publicize volunteer and partnership opportunities on the City website. Existing programs have been very effective and staff tries to be responsive and helpful to individuals and groups looking for ways to help out. Although there is no one point of contact for all partnership and volunteer programs, the following contact list describes the individuals who can of assistance:

Program	Contact	Telephone	email
Neighborhood Association Liaison	Kari Page, Neighborhood Services Coordinator	(425) 587-3011	kpage@ci.kirkland.wa.us
Business Sponsorships	Mike Metteer, Business Services Manager	(425) 587-3011	mmetteer@ci.kirkland.wa.us
Park Maintenance Opportunities	Jason Filan, Park Operations Manager	(425) 587-3341	jfilan@ci.kirkland.wa.us
Special Events and Banners	Sudie Elkayssi, Special Events Coordinator	(425) 587-3011	jhopfauf@ci.kirkland.wa.us
All Other City Volunteer Opportunities	Julie Huffman, Volunteer Coordinator	(425) 587-3012	jhuffman@ci.kirkland.wa.us
Adopt-a-Road	Vandana Ingram Lock, Management Analyst	(425)587-3907	vlock@ci.kirkland.wa.us



CITY OF KIRKLAND

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MEMORANDUM

To: David Ramsay

From: Park Board
Mike Metteer, Business Services Programs Manager
Carrie Hite, Deputy Director
Jennifer Schroder, Director

Date: May 20, 2008

Subject: Business Partnership Policy

RECOMMENDATION

Park Board recommends City Council approve the Business Partnership Policy.

BACKGROUND

Attached is the Business Partnership Policy. The purpose of this Policy is to establish guidelines and procedures for qualified sponsors and business partners for the City of Kirkland.

The City recognizes the need and value for outside entities to support City-approved programs, projects, events, facilities, and other activities where such partnerships are done in a manner consistent with all applicable policies and ordinances set by the City. Under these conditions, and with this policy, City staff may actively pursue Business Partnerships that are mutually beneficial.

Many programs offered by the City and by the Parks and Community Services Department are supported through fees, subsidized by the general fund, and in some cases, supplemented by sponsorships. Currently, we solicit sponsorships to assist with the cost of the Summer Performing Arts Series at Marina Park, the production of the recreation brochure, the youth scholarship fund, and various youth programs. For example, this year the title sponsors for the Summer Performing Arts Series are Feek-Justice Financial and Evergreen Health Care, paying a combined \$15,000 to support this annual program.

Because of the expressed interest by local businesses and various City departments to engage in business partnerships, there is value in adopting a policy that would create consistent business practice within the City. The Business Partnership Policy outlines the guidelines and procedures for all City departments to consistently engage in business partnership opportunities.

IEG, Inc. (not an acronym, www.sponsorship.com) is the worldwide authority on sponsorships and the leading provider of sponsorship advisory services, valuation, and research. According to the IEG

Sponsorship Report, North American businesses are expected to spend \$16.8 billion sponsoring events in 2008. That's an increase of 12.6 percent over 2007, the biggest jump since 2000. This can be credited to the increase to experimental marketing, the idea that the best way to deepen the emotional bond between a company and its customers is by creating a memorable experience. This policy will create opportunities for the City to support the local businesses who would like to create this experience for their customers, and assist the City in providing experiences for its citizens.

On April 9, 2008 Business Services presented the Business Partnership Policy to Park Board. The Park Board approved the policy and is forwarding it for recommendation to be adopted by the City Council.

POLICY

Subject to the terms of the Policy, certain facilities, programs and activities of the City may be made available for Business Partnerships. Special Events or any programs that the City sponsors are very visible to the public and offer the opportunity for positive exposure to interested businesses. Examples of events that could be sponsored are the Celebrate Kirkland (4th of July) 5K and 10K races, and Kirkland Uncorked.

PROCEDURES

The City will solicit proposals from qualified organizations that may be interested in participating in a partnership opportunity. All Requests for Partnerships will include a summary of the partnership opportunity, benefits of participation, and a description of the competitive process and selection criteria. The City shall always have the right to reject any submitted proposal. All partnership agreements shall be subject to all state, federal and local laws, ordinances, rules and regulations while being consistent with the goals and purposes of the City.

The City will determine and use selection criteria, based upon the nature and character of each proposed agreement, to evaluate potential Business Partnership opportunities. The selection criteria used to evaluate a prospective partnership may include, but are not limited to:

- The compatibility of the business's products, customers and promotional goals with the City's mission.
- The operating and maintenance costs associated with the proposed partnership.
- The timeliness or readiness of the business to enter an agreement..
- The actual value in cash, or in-kind goods or services given to the City.
- At all times, recognition for business partners must be evaluated to ensure the City is protecting the public's interest.
- The proposal is consistent with the monetary scale of each partner's contribution.
- All agreements must protect the City's assets and interests, and result in benefits to the City and its residents. No partnership agreement will impair or diminish the authority of the City and its responsibilities with respect to any City facility, event or program that is subject to the agreement.
- All gifted products, materials, services and financial contributions require City Manager (or designee) approval and must meet the specifications and standards used by the City in the purchase of similar material.

RESTRICTIONS

The City of Kirkland will not enter into Business Partnerships with any of the following:

- Partners that do not align with the City's mission and values.
- Police-regulated business, such as, but not limited to, adult businesses (activities restricted to adults); tobacco firms or marketers; groups advocating hate or violence; firms or groups advocating illegal or inappropriate use of drugs or other illegal activity; businesses or entities promoting adult materials or services or with sexual associations such as massage parlors, escort services or establishments featuring, for show or sale, X-rated or pornographic movies or materials; false, misleading or deceptive sponsorships/underwriters; businesses or entities whose materials, services or products are harmful to children.
- Parties involved in a lawsuit with the City.
- Companies that promote alcoholic beverages when the target market of the event, program or facility is under the legal drinking age.
- Parties involved in any stage of negotiations for a City contract; where a Business Partnership could impact negotiations.

This policy creates a consistent business practice internally and a valuable opportunity for our local businesses to partner and promote community values and their own businesses externally.

Business Partnership Policy
Chapter
Policy
Effective Date:

A. GENERAL

The City of Kirkland is committed to enhance Kirkland as a community for living, working, and leisure, with an excellent quality of life which preserves the City's existing charm and natural amenities.

The City welcomes partnership opportunities that enhance the delivery of City services as long as the services and products of those partners are consistent with and appropriate to the City's mission and lines of business.

The City recognizes the need for outside agencies and/or entities to support City-approved programs, projects, events, facilities, and/or other activities where such partnerships are done in a manner consistent with all applicable policies and ordinances set by the City. Under these conditions, City staff may actively pursue Business Partnerships that are mutually beneficial for all partners.

This policy provides guidelines for entering into Business Partnership agreements; developing and managing municipal and private partnership goals while remaining responsive to the public's needs and values. The following guidelines are established to maintain flexibility in developing mutually beneficial relationships with the business sector.

B. PURPOSE

The purpose of the policy is to outline the guidelines and procedures for entering into Business Partnership agreements.

This policy recognizes that Business Partnerships provide an effective means of generating new revenues and alternative resources to support City programs and facilities.

This policy is not applicable to gifts, grants or unsolicited donations in which there is no benefit granted to the corporation and where no business relationship exists.

This policy is not intended to cover or supplant such things as franchise agreements or regional efforts.

C. POLICY

It is the policy of the City of Kirkland that:

1. Business Partnerships will exist in accordance with guidelines and procedures set forth in the Business Partnership policy.
2. Business Partnerships must support the mission and policies of the City of Kirkland.
3. Business Partnerships will not result in any loss of the City's jurisdiction or authority.

D. DEFINITIONS

1. The City of Kirkland Mission and Values

Mission:

We are committed to the enhancement of Kirkland as a community for living, working and leisure, with an excellent quality of life which preserves the City's existing charm and natural amenities.

Basic Values

- Integrity
- Excellence
- Respect for the Individual
- Responsiveness

2. Business

Any licensed entity acting under a legal charter having its own rights, privileges and liabilities.

3. Business Partnership

A mutually beneficial business arrangement between the City and a business entity, wherein the entity provides direct financial support, contributions (i.e. pledge to raise funds) and/or in-kind services to the City in return for access to the commercial marketing potential associated with the City. Business Partnerships may include sponsorship of one or more of the City's programs, projects, events, facilities or activities.

A Business Partnership is distinct from corporate donations or gifts for which there is no recognition or compensation.

4. City

City of Kirkland and any of its full-time staff, elected and appointed officials, volunteers or anyone else representing the City of Kirkland

5. City Facility

All structures and real property owned by the City.

6. Business Services

A unit of the City of Kirkland Parks and Community Services department that explores opportunities and implements marketing, partnerships, contract administration and resource development.

7. Interdepartmental Business Partnership Committee (IBPC)

A committee which will include members from Parks and Community Services, City Manager’s Office, Finance and Administration, City Attorney’s Office, Planning and other departments, as appropriate, to review all Business Partnership requests for partnership and sponsorship agreements.

8. Request for Partnership

An open and competitive process whereby the City of Kirkland solicits proposals from qualified organizations that may be interested in participating in a partnership opportunity. All Requests for Partnerships will include a summary of the partnership opportunity, benefits of participation, and a description of the competitive process and selection criteria.

9. Partnership Categories

Type A – Site-specific Business Partnership: Any business, local merchant or branch of a business sponsors a time-limited event or program at an individual City facility.

i.e. – A dinner hosted at the Peter Kirk Community Center in conjunction with a specific event such as the Kirkland Steppers program.

Type B – City-wide Business Partnership: A business sponsors a time-limited program that is held at multiple City facilities or has a citywide presence.

i.e. – A ride your bike to work program with multiple sites hosting refreshments on various days throughout the bike riding season.

Type C – Temporary Logo or Recognition Display Partnership: A Business Partnership agreement that includes a display of recognition on City property for more than seven calendar days and less than one year in exchange for financial support and/or goods or services.

i.e. – The Scoreboard at Lee Johnson Baseball field displaying a logo on an annual basis

Type D – Long-term Business Partnership: An agreement that includes a business relationship for more than one year.

i.e. – A primary sponsor for a new indoor recreation center receiving naming rights for said facility.

E. RESPONSIBILITY

The City Manager (or designee) is authorized to enter into Business Partnership agreements.

The City Manager will consult with City Council, City Boards and Commissions and affected departments to seek recommendations as necessary and appropriate.

The Finance and Administration department will coordinate and track all Business Partnership agreements for the City, assuring a consistent, competitive and non-duplicative business practice.

The City shall always have the right to reject any submitted proposal. All partnership agreements shall be subject to all state, federal and local laws, ordinances, rules and regulations.

An existing City of Kirkland facility, event or program may be named by an individual, corporation, or other entity as recognition for financial support, where such naming is consistent with the City of Kirkland mission and values, and as authorized by City Council.

F. PROCEDURE AND PROCESS FOR DEVELOPING BUSINESS PARTNERSHIPS

The Interdepartmental Business Partnership Committee (IBPC) will meet on an as-needed basis to review all Business Partnership solicitations and sponsorship agreements.

Partnership levels or ranges for events, facilities, programs and venues will be developed annually to best maximize opportunities.

Each department soliciting a partnership will define the scope of the Business Partnership program or project, including a description of the community need, financial goals and general marketing strategy, and coordinate this with the IBPC.

The City may elect to advertise a Request for Partnership and implement an open and competitive bidding process for interested partners.

The IBPC will review and analyze all responsive proposals received through the Request for Partnership process and may award partnerships as appropriate.

All partnership proposals must be approved by the City Manager or designee.

The City will develop partnership agreements with business partners who comply with all applicable City policies and ordinances.

The City Attorney's Office will develop and maintain a boilerplate agreement to be used for all Business Partnership contracts. The contract will include the contractual relationship, terms, renewal, consideration of mutual value, description of programs, projects and activities, partnership rights and benefits, and termination provisions.

Each Business Partnership contract will be routed consistent with current contract routing procedures, including approval by the City Attorney's office.

Each department entering into a Business Partnership agreement will be responsible for:

- Coordinating efforts with the City Manager, or designee, for approval of each Business Partnership.

- Coordinating with the IBPC and all other affected City departments regarding the interpretation and application of this policy.
- Report all Business Partnership developments by said department to the Finance and Administration department for tracking purposes and to ensure consistency of business practices.
- All signage, displays and advertising proposed by sponsor will be reviewed by the IBPC, including the City's Code Enforcement Officer.

G. SELECTION CRITERIA

The City will determine and use selection criteria, based upon the nature and character of each proposed agreement, to evaluate potential Business Partnership opportunities. The selection criteria used to evaluate a prospective partnership may include, but are not limited to:

- The compatibility of the business's products, customers and promotional goals with the City's mission.
- The operating and maintenance costs associated with the proposed partnership.
- The timeliness or readiness of the business to enter an agreement.
- The actual value in cash, or in-kind goods or services given to the City.
- At all times, recognition for business partners must be evaluated to ensure the City of Kirkland is protecting the public's interest.
- The proposal is consistent with the monetary scale of each partner's contribution.
- All agreements must protect the City's assets and interests, and result in benefits to the City and its residents. No partnership agreement will impair or diminish the authority of the City and its responsibilities with respect to any City facility, event or program that is subject to the agreement.
- All gifted products, materials, services and financial contributions require City Manager (or designee) approval and must meet the specifications and standards used by the City in the purchase of similar materials.

H. RESTRICTIONS OF PARTNERSHIPS

The City of Kirkland will not enter into Business Partnerships with any of the following:

- Partners that do not align with the City's mission and values.
- Police-regulated business, such as, but not limited to, adult businesses (activities restricted to adults); tobacco firms or marketers; groups advocating hate or violence; firms or groups advocating illegal or

inappropriate use of drugs or other illegal activity; businesses or entities promoting adult materials or services or with sexual associations such as massage parlors, escort services or establishments featuring, for show or sale, X-rated or pornographic movies or materials; false, misleading or deceptive sponsorships/underwriters; businesses or entities whose materials, services or products are harmful to children.

- Parties involved in a lawsuit with the City.
- Companies that promote alcoholic beverages when the target market of the event, program or facility are youth under the legal drinking age.
- Parties involved in any stage of negotiations for a City contract; where a Business Partnership could impact negotiations.