



**CITY OF KIRKLAND**  
Department of Finance & Administration  
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## MEMORANDUM

**To:** Kurt Triplett, City Manager

**From:** Marilynne Beard, Deputy City Manager  
Tracey Dunlap, Director of Finance & Administration  
Chris Dodd, Facilities Services Manager

**Date:** July 25, 2014

**Subject:** CITY COUNCIL CHAMBER REMODEL INPUT

### **RECOMMENDATION:**

City Council receives a brief summary of current conditions and objectives for remodel of the Council Chamber and provide input for the design process.

### **BACKGROUND DISCUSSION:**

In order to provide appropriate facilities to serve the greater Kirkland population and geography following annexation, the City Council approved a series of facility renovations as part of the annexation initiative. These included a new public safety building which is now the Kirkland Justice Center and potential additions to the Maintenance Center. These planned investments also included \$10 million for remodeling and modernizing City Hall to better serve the public and allow consolidation of Parks and Human Resource staff from the City-owned 505 Market Street back into City Hall. As the City moves forward in planning the City Hall Remodel Project, one of the spaces identified as in need of updating is the City Council Chamber. The purpose of this discussion is to gain a clearer understanding of the City Council's objectives for the renovation of the Council Chamber.

#### Current Conditions:

- Council Chamber has not been significantly rehabbed since it was constructed in 1985
- Audio visual and broadcast lighting is outdated
- Cable and electrical conduits are full
- Case work and fixed seating limits the usability of the room for purposes other than Council meetings or lecture type presentations

#### Primary Project Objectives:

- Enhance flexibility
- Modernize and update technology
- Maintain an atmosphere appropriate for a governing body meeting space

Staff is seeking input from the City Council on the following questions:

1. What qualities or features of the Council Chamber are especially important to you?
2. What is your greatest challenge or frustration with the Council Chamber or furnishings how they are currently configured?
3. How could changes in the Council Chamber improve your efficiency and effectiveness during City Council meetings?
4. Are there any changes you would make to the way that City Council interacts with the audience or guests? (Special presentations, items from audience, award ceremonies, etc.)
5. Do you support the concept of removing the fixed seating and creating a more flexible community and conference space within the Chamber?

Staff will be providing input received on this topic and the other City Hall remodel priorities discussed at the February 21, 2014 City Council Retreat to the architect engaged for the remodel project. This information should allow for plans to be revised to fit within the project's \$10 million total budget. The revised plans are expected to be brought back for Council consideration later in the Fall with the potential of proceeding to bid in early 2015.