



## CITY OF KIRKLAND

### Department of Public Works

123 Fifth Avenue, Kirkland, WA 98033 425.587.3800

[www.ci.kirkland.wa.us](http://www.ci.kirkland.wa.us)

---

**To:** Dave Ramsay, City Manager

**From:** Ken Dueker Chair, Parking Advisory Board

**Date:** February 22, 2007

**Subject:** Changes to membership qualifications for the Parking Advisory Board

#### RECOMMENDATION:

It is recommended that the City Council to approve an ordinance amending the Parking Advisory Board membership requirements in the Kirkland Municipal Code.

#### BACKGROUND DISCUSSION:

The Parking Advisory Board is requesting several changes as detailed below. As a whole, these changes are aimed at making it easier to recruit and retain members of the Parking Advisory Board. Some of the changes simplify and clarify the existing language. Descriptions of our proposed changes are as follows:

1. Remove language related to qualifications from the Membership-Compensation section (3.40.010) and place it in the Qualifications section (3.40.020). Redundant language has been removed, language that is still needed (about youth) was moved to the Qualifications section.
2. Youth member qualifications were revised to refer directly to section 3.08.110 of the KMC where superseding language already exists. This also allows any changes to youth membership that may be made in section 3.08.110 to take effect without needing to alter the PAB section of the code.
3. Service professionals are now specifically mentioned as potential members. This covers those that work in real estate, insurance, banking and other non-retail non-restaurant businesses.
4. Language regarding downtown property owners would change to downtown *commercial* property owners to clarify them from residents of downtown who own their homes.
5. Specific numbers of members have been removed from the preferred board make up. This was in order to keep the spirit of the board make up but not to be so restrictive as to make finding new members unduly difficult.
6. An "at-large" member who shall be a resident of Kirkland was added to the preferred board members make up. This reflects the need to consider those outside of downtown who are users of downtown parking.
7. The proposed changes would make having a majority of board members downtown professionals and property owners preferred rather than required.
8. Language has been added that allows members who, once appointed, but who no longer meet the requirements to remain to complete their term. There have been a couple of examples of board members who are transferred out of Kirkland (say to a Redmond or Bellevue office) but still work for companies with offices in Kirkland. These members often have put in time and effort to

Memorandum to Dave Ramsay

February 22, 2007

Page 2

become familiar with the issues, still have interests in Kirkland, are valuable board members and wish to complete their terms.

9. Language requiring five affirmative votes in order to pass any proposition has been changed to a majority of affirmative votes from those members present, as the Board may conduct business with as few as five members.

## ORDINANCE 4088

AN ORDINANCE OF THE CITY OF KIRKLAND RELATING TO THE PARKING ADVISORY BOARD AND AMENDING SECTIONS 3.40.010 AND 3.40.020 OF THE KIRKLAND MUNICIPAL CODE.

The City Council of the City of Kirkland do ordain as follows:

Section 1. Section 3.40.010 of the Kirkland Municipal Code is hereby amended to read as follows:

### **3.40.010 Membership—Compensation.**

The parking advisory board shall consist of eight board members, who shall be appointed by majority vote of the city council ~~from persons who work within downtown Kirkland or who reside within or in a neighborhood adjacent to downtown Kirkland. One member shall be a youth who, at time of appointment, is at least sixteen but not yet eighteen years of age.~~ No board member shall receive any compensation for his or her services.

Section 2. Section 3.40.020 of the Kirkland Municipal Code is hereby amended to read as follows:

### **3.40.020 Qualifications.**

Members of the parking advisory board shall include downtown commercial property owners, professionals in service industries, retailers, and restaurateurs, and residents of downtown Kirkland or an adjacent neighborhood with an interest in and knowledge of downtown parking issues, one "at-large" member who shall be a resident of Kirkland and a youth member. The preferred composition of the ~~parking advisory board will include a majority of members who are downtown professionals or commercial property owners. is: two downtown property owners; three professionals who own, manage, or work in a downtown retail or restaurant establishment; two residents of downtown or an adjacent neighborhood;. The qualifications of the youth member shall be as described in the applicable portions of Kirkland Municipal Code Section 3.08.110. Non-youth members that, after their appointment, fail to meet the qualifications of this section may complete their term. The board shall at all times have a majority composition of downtown professionals and property owners.~~

Section 3. Section 3.40.020 of the Kirkland Municipal Code is hereby amended to read as follows:

### **3.40.040 Officers of board—Meetings—Quorum.**

Immediately after their appointment, members of the board shall meet and organize by electing from the members of the board a chair and a vice-chair, and such other officers as may be necessary, and adopt rules needed for the conduct of its business. The chair and vice-chair will be elected at the final meeting of each calendar year to serve a one-year term. A member may serve as chair multiple times, but not for more than two consecutive years. It shall be the duty of the chair to preside at all meetings of the board. In the chair's

absence, the vice-chair shall preside. Five members of the board shall constitute a quorum for the transaction of business, and ~~five~~ affirmative votes from a majority of those members present shall be necessary to carry any proposition. Typically, a meeting of the board shall be held at least once a month.

Section 4. This ordinance shall be in force and effect five days from and after its passage by the Kirkland City Council and publication, as required by law.

Passed by majority vote of the Kirkland City Council in open meeting this \_\_\_\_\_ day of \_\_\_\_\_, 2007.

Signed in authentication thereof this \_\_\_\_\_ day of \_\_\_\_\_, 2007.

\_\_\_\_\_  
MAYOR

Attest:

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

Approved as to Form:

\_\_\_\_\_  
City Attorney

Ord\PAB- membership