



## CITY OF KIRKLAND

City Manager's Office

123 Fifth Avenue, Kirkland, WA 98033 425.587.3001

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

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### MEMORANDUM

**To:** Dave Ramsay, City Manager  
**From:** Kari Page, Neighborhood Services Coordinator  
**Date:** February 18, 2009  
**Subject:** City Council Meeting with the Moss Bay Neighborhood

#### RECOMMENDATION:

City Council will assign topic areas for the upcoming neighborhood Council meeting with the Moss Bay Neighborhood.

#### BACKGROUND:

As part of the City Council's continuing effort to remain in touch with the interests and needs of the community, the Council will meet with the Moss Bay Neighborhood on Monday, March 23, 2009. The meeting will begin at 7:00 p.m. at Heritage Hall (203 Moss Bay Street). Staff will continue to structure the format of the meeting and invitations the same as the past, unless instructed by Council to change.

Potential topic areas suggested by the Moss Bay Neighborhood Chair include:

1. **Economic Development:** What is the status of the developments in the Moss Bay Neighborhood including Park Place, Hectors, Bank of America, and the Google complex? What is the City doing to attract good retail downtown (and to save existing shops)?
2. **Downtown vandalism and noise:** What is the City going to do to address the vandalism, noise, and crime in the downtown business core? Business owners and condo residents alike urge the City to take action on this situation.
3. **Pace property:** When will this property (located at the eastern end of 7<sup>th</sup> Street South) be cleaned-up (abandoned vehicles, rusty fence, and debris)? What is the City doing to push for the clean-up of this site?
3. **Burlington Northern Railway:** When will we know the fate of Kirkland's rail right of way?





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### MEMORANDUM

**To:** Dave Ramsay, City Manager

**From:** Kari Page, Neighborhood Services Coordinator

**Date:** February 19, 2009

**Subject:** City Council meetings with the Neighborhoods Schedule 2009

### RECOMMENDATION:

City Council to approve the following suggested dates for City Council meetings in the Market and Highlands neighborhoods.

### BACKGROUND:

The City Council cycles around the City every three years meeting with four neighborhoods per year. Each household receives an invitation and direction on how to submit a request in advance of the meeting. To save money and reduce paperwork, this year residents are asked to enter their questions online instead of a mail back post card. A phone number is also provided for residents who wish to phone in their questions instead of using the internet.

Receiving questions in advance provides staff and Council additional time to research the questions prior to the meeting. In addition, residents who cannot attend the meeting are thereby given an opportunity to submit their comments. The agenda for the meeting is based upon topics identified by the neighborhood chairs as well as the issues and questions raised online. There is also time provided at the end of the meeting for additional comments and questions from the audience. A summary of all questions and answers are posted on the City's web page after the meeting. Staff will continue to structure the format of the meeting and invitations as described, unless instructed by Council to change.

The City Council traditionally holds meetings with the neighborhoods on the neighborhood association's regularly scheduled meeting nights to help promote neighborhood involvement by using consistent meeting dates. This practice occasionally coincides with regular Council meeting weeks. Council reviewed the following proposed dates for Moss Bay, Market, and Highlands neighborhoods at their September 2, 2008 meeting.

Council has approved the following meeting date:

- Moss Bay: Monday, March 23, 2009. Scheduled one week later than Moss Bay's regular meeting date to avoid holding the meeting the night before a City Council Meeting. The Moss Bay Neighborhood has also approved this date. The mailing for this meeting has already gone out.

Council is being asked to approve the following meeting dates:

- Market: Wednesday, May 20, 2009. The City Council denied the originally proposed May 13 date and asked staff to work with the Market Neighborhood to find a different date. Market Neighborhood would like to hold the meeting on their regularly scheduled meeting date (May 20). Since Council did not seem to be as concerned about holding the neighborhood meeting the night after a City Council meeting, staff is proposing the regularly scheduled meeting date for Market to accommodate the wishes of the Neighborhood Association.
- Highlands: Thursday, November 19, 2009. The Highlands Neighborhood has approved this date which does not conflict with a regular City Council meeting date.

To clarify, the chart below shows the relationship between the regularly scheduled neighborhood meetings, City Council meetings, and the proposed City Council meetings with the neighborhoods.

Neighborhood	Regular Meeting Schedule	Nearest City Council Meeting	Change to accommodate City Council schedule
Moss Bay	Monday, March 16	Tuesday, March 17	Monday, March 23
Market	Wednesday, May 20	Tuesday, May 19	Not necessary
Highlands	Thursday, November 19	Tuesday, November 17	Not necessary

Because South Rose Hill/Bridle Trails meet together as one association, and they are the next two neighborhoods to be scheduled, their meeting will be held in the spring of 2010. This means Council will only have one City Council meeting with a neighborhood in the fall of 2009.

Meeting Date	Neighborhood	Location	Number of Households
Monday March 23, 2009	Moss Bay Not regular meeting date	Heritage Hall	2414
Wednesday May 20, 2009	Market Regular meeting date	Heritage Hall	881
Thursday November 19, 2009	Highlands Regular meeting date	City Maintenance Center	965

Attachment A outlines the timeline for each of the proposed meetings if Council was to approve the dates. As usual, a list of top issues will be brought to the Council for assigning topics (dates in blue) prior to the meetings. If you have any suggestions or changes to this schedule, please let us know.



# 2009 City Council Meetings in the Neighborhoods

**Moss Bay: Monday, March 23, 2009**

**Market: Wednesday, May 20, 2009**

**Highlands: Thursday, November 19, 2009**

	Task	Moss Bay	Market	Highlands
	Council Meeting (assign topics)	March 3	May 5	November 3
	Residents receive mailing	February 23	April 24	October 19
	Directors answer questions	March 9-18	May 4-13	November 2-11
	City Council receives questions and answers	March 19	May 14	November 12
	Meeting date	March 23	May 20	November 19

2009		
<p><b>January</b></p> <p>M T W T F S S</p> <p>1 2 3 4</p> <p>5 6 7 8 9 10 11</p> <p>12 13 14 15 16 17 18</p> <p>19 20 21 22 23 24 25</p> <p>26 27 28 29 30 31</p>	<p><b>February</b></p> <p>M T W T F S S</p> <p>1</p> <p>2 3 4 5 6 7 8</p> <p>9 10 11 12 13 14 15</p> <p>16 17 18 19 20 21 22</p> <p>23 24 25 26 27 28</p>	<p><b>March</b></p> <p>M T W T F S S</p> <p>1</p> <p>2 3 4 5 6 7 8</p> <p>9 10 11 12 13 14 15</p> <p>16 17 18 19 20 21 22</p> <p>23 24 25 26 27 28 29</p> <p>30 31</p>
<p><b>April</b></p> <p>M T W T F S S</p> <p>1 2 3 4 5</p> <p>6 7 8 9 10 11 12</p> <p>13 14 15 16 17 18 19</p> <p>20 21 22 23 24 25 26</p> <p>27 28 29 30</p>	<p><b>May</b></p> <p>M T W T F S S</p> <p>1 2 3</p> <p>4 5 6 7 8 9 10</p> <p>11 12 13 14 15 16 17</p> <p>18 19 20 21 22 23 24</p> <p>25 26 27 28 29 30 31</p>	<p><b>June</b></p> <p>M T W T F S S</p> <p>1 2 3 4 5 6 7</p> <p>8 9 10 11 12 13 14</p> <p>15 16 17 18 19 20 21</p> <p>22 23 24 25 26 27 28</p> <p>29 30</p>
<p><b>July</b></p> <p>M T W T F S S</p> <p>1 2 3 4 5</p> <p>6 7 8 9 10 11 12</p> <p>13 14 15 16 17 18 19</p> <p>20 21 22 23 24 25 26</p> <p>27 28 29 30 31</p>	<p><b>August</b></p> <p>M T W T F S S</p> <p>1 2</p> <p>3 4 5 6 7 8 9</p> <p>10 11 12 13 14 15 16</p> <p>17 18 19 20 21 22 23</p> <p>24 25 26 27 28 29 30</p> <p>31</p>	<p><b>September</b></p> <p>M T W T F S S</p> <p>1 2 3 4 5 6</p> <p>7 8 9 10 11 12 13</p> <p>14 15 16 17 18 19 20</p> <p>21 22 23 24 25 26 27</p> <p>28 29 30</p>
<p><b>October</b></p> <p>M T W T F S S</p> <p>1 2 3 4</p> <p>5 6 7 8 9 10 11</p> <p>12 13 14 15 16 17 18</p> <p>19 20 21 22 23 24 25</p> <p>26 27 28 29 30 31</p>	<p><b>November</b></p> <p>M T W T F S S</p> <p>1</p> <p>2 3 4 5 6 7 8</p> <p>9 10 11 12 13 14 15</p> <p>16 17 18 19 20 21 22</p> <p>23 24 25 26 27 28 29</p> <p>30</p>	<p><b>December</b></p> <p>M T W T F S S</p> <p>1 2 3 4 5 6</p> <p>7 8 9 10 11 12 13</p> <p>14 15 16 17 18 19 20</p> <p>21 22 23 24 25 26 27</p> <p>28 29 30 31</p>