



## CITY OF KIRKLAND

123 Fifth Avenue, Kirkland, WA 98033 425.587.3000  
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### MEMORANDUM

**To:** City Council  
**From:** Kurt Triplett, City Manager  
**Date:** March 10, 2021  
**Subject:** LEGISLATIVE REQUEST MEMORANDA

#### **RECOMMENDATION:**

That the City Council reviews the four Legislative Request Memoranda (LRMs) prepared by staff and provides direction on how to proceed with each request. The four LRMs requests are:

- Just Cause Eviction
- Lake Washington Blvd West Parking Closure
- Park Lane Closures
- Noise Ordinance Options

#### **BACKGROUND DISCUSSION:**

One of the agenda topics at the February 5, 2021 Council retreat was how to create a process by which Councilmembers could request legislation or initiatives that are not currently in the adopted budget, the City Work Program, or Department work programs. The Council was interested in a more formal process that would allow requests to be tracked and ensure that a majority of the Council supported allocating staff resources to the proposal.

Staff proposed the "Legislative Review Memoranda" (LRM) process as a possible framework in response. The Council discussed, revised and approved the Legislative Review Memoranda process. The process has now been included in the Council Policies and Procedures document that is up for revision at the March 16 Council meeting. The LRM process is a new section of *Chapter 3: City Council Meetings* in the policies and procedures. The full section is included below:

*3.27 Legislative Request Memoranda. The City Manager Calendar Update is the time during the order of business of a Council meeting for a Councilmember to propose the consideration of new legislation or request staff resources be allocated to issues not included in a current adopted budget, City Work Program, or department work plan. The process by which such proposals should be made is follows:*

- 1. The Councilmember summarizes the issue and requests the preparation of a legislative request memorandum for the proposal.*

*In appropriate consultation with the Councilmember, the legislative request memorandum analysis will follow a structured template which identifies at a high level:*

- a. Potential impacts and benefits of the proposal.*
- b. How the proposal supports the Council vision and goals.*
- c. How the proposal impacts diversity, equity, and inclusion.*
- d. Potential stakeholders impacted.*
- e. Potential outreach needed.*
- f. Potential staff resources needed.*
- g. Potential options or alternatives that could be evaluated.*
- h. Whether current staff resources and budget authority could accommodate the request.*

*2. The Council must by motion approve the preparation of a legislative request memorandum in connection with a proposal. The City Manager will include any such approved memorandum as part of a City Council packet for inclusion as part of a City Manager Calendar Update within two regular City Council meetings following the approved request. As part of such update the Council may by motion authorize staff to proceed with development of the proposal. Such authorization does not mean the Council has made a legislative decision or taken an action to approve adoption of the proposal. Any such decision or action must be taken, if at all, when final proposed legislation comes before the Council. If the Council does not approve proceeding with a proposal, the legislative request will be considered closed and the memorandum will be filed with the City Clerk to maintain a record of the request.*

### Legislative Request Memoranda Process

The Legislative Request Memoranda provided for the Council on March 16 are the first LRMs the Council will debate and decide so some background on the process is provided.

As described in section 3.27, LRMs are not detailed staff reports designed to help the Council make final decisions about the topics. The Council emphasized that completing LRMs should not be overly burdensome on staff. The LRM purpose is to provide enough high-level information about the issue for the full Council to decide if further evaluation or action is desired.

The Legislative Review Memoranda were assigned to the most appropriate Department for the initial response. Direction was provided that the LRM be completed similarly to how state legislative proposals are reviewed. Subject matter experts drafted "initial impression" responses using their expertise and highlighted areas where additional analysis or resources are needed. Completed LRMs were reviewed by the Department Director, the City Attorney, the Finance Director and the City Manager. Each reviewer was also authorized to make revisions.

Once the Council reviews the LRM, an individual Councilmember may make a motion that further action occur on the issue. Several options may be contained in LRMs, so the Councilmember making the motion determines which option to propose. If there is no motion, or if the motion does not pass, the LRM is considered closed and will be filed with the City Clerk. If the motion passes, the City Manager will assign the issue to the appropriate staff for further analysis and action at a future Council meeting. As stated in 3.27, decisions to proceed with actions proposed in an LRM are not final decisions by the Council on the proposal.



## LEGISLATIVE REQUEST MEMORANDUM

*Request new legislation, or request staff resources be allocated to issues not included in current budget, City Work Program, or department work plan.*

Title: Residential Just Cause Eviction Ordinance	Date: March 10, 2021
Requesting Councilmember: Amy Falcone	Department(s) Assigned: CAO and Parks

### REQUEST SUMMARY

*A clear, concise description of the issue(s) to be addressed, and why the City should be involved.*

Should the City Council consider a "just cause eviction" ordinance covering residential tenants in Kirkland? (Council has separately directed City staff to (1) allocate discretionary funding to the Human Services Reserve for related purposes (2) develop policy options for staffing a potential "Eviction Ombuds" position and program and (3) not proceed with a commercial eviction moratorium.)

### BENEFITS

*Preliminary potential benefits of the proposal.*

Protects residential tenants from being evicted absent specified factual circumstances constituting just cause and requires landlords to be specific to tenants and courts about specific reasons for eviction in support, for example, of an unlawful detainer action. Among other things, proposal could create fines/penalties and/or private causes of action for residential tenants in cases where just cause to evict did not exist or a lease included unlawful provisions. While this ordinance would be ongoing, many are particularly concerned about tenant displacement following the end of the COVID-19 pandemic and the expiration of the associated state-wide moratorium on residential tenant evictions.

### IMPACTS

*Preliminary potential impacts of the proposal.*

Could be viewed as creating unfair new requirements, costs or risks for landlords, or as impacting the general freedom to contract. Some issues, such as repeated non-payment of rent, may or may not constitute "just cause" for eviction, depending on the circumstances. Finding a clear legislative approach that is fair to both tenants and landlords may be challenging. Another impact would be the decision by the City to intervene as an exercise of its police power to protect public health, safety and welfare in otherwise private contracting arrangements, due to overriding equity and other important public policy imperatives.

## COUNCIL VISION AND GOALS

*Check all that apply.*

- |   |  |
|---|--|
| <input checked="" type="checkbox"/> Inclusive and Equitable Community           | <input checked="" type="checkbox"/> Attainable Housing |
| <input type="checkbox"/> Vibrant Neighborhoods                                  | <input type="checkbox"/> Financial Stability           |
| <input type="checkbox"/> Community Safety                                       | <input type="checkbox"/> Sustainable Environment       |
| <input type="checkbox"/> Supportive Human Services                              | <input type="checkbox"/> Thriving Economy              |
| <input type="checkbox"/> Balanced Transportation                                | <input type="checkbox"/> Dependable Infrastructure     |
| <input type="checkbox"/> Abundant Parks, Open Spaces, and Recreational Services |  |

## EQUITY

*Preliminary discussion on how the proposal may impact diversity, equity, and inclusion.*

Initial fact-gathering suggests that lower income individuals, people of color, and members of other protected and/or disadvantaged classes are disproportionately impacted by evictions that lack just cause. These individuals often do not have the financial ability to meaningfully self-advocate or ensure their interests are well represented (e.g. through an attorney in an unlawful detainer action brought by a landlord). While such fact-gathering may reflect overall generalized circumstances, it is also recognized that the economic and other circumstances of both tenants and landlords vary significantly.

## STAKEHOLDERS

*Preliminary potential stakeholders impacted.*

Residential tenants and landlords, commercial housing and human services advocacy groups, members of the public.

## OUTREACH

*Preliminary potential outreach to be considered.*

Residential tenants and landlords, commercial housing and human services advocacy groups, members of the public.

## RESOURCES AND BUDGET

*Preliminary potential staff resources needed and whether current staff and budget authority could accommodate the request.*

Preliminary staff resources to write the ordinance includes City Attorney (legal research, drafting); Parks & Community Services (fact-gathering, outreach); City Manager's Office (fact-gathering, outreach). This request could be handled with existing staff and within available budgets; however, this would compete with other work plan items such as the HS dashboard, new rental assistance program, and development of additional grant programs to assist with COVID needs. If an ordinance is passed, some additional resources would be needed to administer and enforce.

## OPTIONS

*Potential options or alternatives that could be evaluated.*

- 1) The Council could adopt a Just Cause ordinance as a time-limited pilot because of COVID and revisit the issue after community outreach.
- 2) The Washington Legislature is actively considering state-wide legislation related to the eviction of residential tenants without just cause. For example, ESHB 1236 ("relating to protecting tenants from the beginning to end of their tenancies by penalizing the inclusion of unlawful lease provisions and limiting the reasons for eviction, refusal to continue, and termination") passed the House 55-44 on March 7, 2021 and has been referred to the Senate Committee on Housing & Local Government. The Council could wait to see if statewide legislation is enacted this session as a alternative to proceeding with a possible Kirkland ordinance.

## ADDITIONAL CONSIDERATIONS

- Legal analysis required
- Fiscal analysis required
- Legislative change required
- State or federal change required
- Other (please explain):

### APPROVALS

	INITIAL	DATE
Department Director:	<u>LZ</u>	<u>3/11/21</u>
Finance Department:	<u>MO</u>	<u>3/11/21</u>
Legal Department:	<u>KR</u>	<u>3/11/21</u>

Forward to City Manager



**CITY OF KIRKLAND**  
**Public Works Department**  
**123 5th Avenue, Kirkland, WA 98033**  
**425.587.3600- [www.kirklandwa.gov](http://www.kirklandwa.gov)**

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**MEMORANDUM**

**To:** Kurt, Triplett, City Manager

**From:** Joel Pfundt, Transportation Manager  
 Iris Cabrera, Transportation Engineer  
 Julie Underwood, Director of Public Works

**Date:** March 4, 2021

**Subject:** LEGISLATIVE REQUEST ANALYSIS—LAKE STREET/LAKE WASHINGTON BOULEVARD TEMPORARY WEST SIDE WALKWAY PILOT PROJECT

**PROPOSAL:**

The proposal is to temporarily repurpose approximately 4,800 feet of the curb lane on the west side of Lake Street/Lake Washington Boulevard between 2nd Avenue South and NE 60th Street (see Attachment A) in order to create a wider walkway. The curb lane along this roadway is a combination of on-street parking, driveways, red curb, loading zones, and curb bulbs. Figure 1, below, shows the street cross section along most of this corridor.



**Figure 1.** *Lake Street/Lake Washington Boulevard Cross Section*

To respond to the Council's request, staff developed the following proposed approach:

- Implementation would be very similar to traffic control for special events that restrict parking on the west side of Lake Washington Boulevard (see notes below related to special events lessons learned);
- The duration of this pilot project is flexible. However, each implementation comes with the costs to set up and remove the traffic control devices; and
- Vehicles parked illegally in the temporary walkway would be ticketed (during special events, vehicles are towed).

This proposal has been vetted with the Parks, Police, and Fire Departments.

### **POTENTIAL IMPACTS AND BENEFITS:**

The wider walkway would create a more comfortable space for people to walk and jog while promoting and facilitating proper social distancing in response to the COVID Pandemic. The southbound bike lane on Lake Street/Lake Washington Boulevard would continue to be dedicated to people bicycling. This bike lane would be safer because cyclists no longer would travel next to parked vehicles, where doors can open or vehicles move unexpectedly.

The following are lessons learned from and comments received about special events on Lake Washington Boulevard:

- Special event closures usually are for half a day, and the event usually is less than an hour. One of the reasons for keeping it limited in this way is that the residents in the area prefer it so.
- The greatest amount of feedback comes from people who live near the northern section. Closing the corridor from 2<sup>nd</sup> Avenue South to 10<sup>th</sup> Avenue South may result in unsupportive comments in that area.
- South of 10<sup>th</sup> Avenue South, drivers tend to disregard the no parking signs. Some residents and visitors of residents explain that they went out of town and didn't know about the parking closure. The Police need to remind people that we have 24-hour limits for parking in Kirkland.
- With special events, the Police Department tries to contact people before towing cars or, depending on the situation, before citing them.

### **SUPPORTING COUNCIL VISION AND GOALS:**

Establishing a wider west side walkway along Lake Street/Lake Washington Boulevard addresses a variety of Council goals:

- Neighborhoods: This goal is about experiencing a high quality of life, and the companion project of closing Park Lane has been popular with residents who enjoy the added character and services that provides.
- Public Safety: Providing more space for people to walk and jog provides a pedestrian-friendly corridor that also allows people to be more socially distant during COVID, improving safety from injury as well as illness.
- Balanced Transportation: Recent surveys have indicated that one of the things people like about Kirkland is that it is a walkable city. Providing more space for people to walk and jog along Lake Street/Lake Washington Boulevard, which sometimes is very crowded with people, is one form of balanced transportation.

**IMPACTS ON DIVERSITY, EQUITY, AND INCLUSION:**

This project would provide more space for people to safely and comfortably access Kirkland's waterfront by walking and biking. These benefits would be shared by everyone, but likely be greatest for those who live in proximity to the pilot project. People who do not live in the area but need to access the area by vehicle either for work or pleasure would have more limited parking options.

**STAKEHOLDERS IMPACTED:**

Residents and businesses on the west side of Lake Street/Lake Washington Boulevard and in the downtown area would be inconvenienced by the more limited parking.

People providing deliveries and services to residents and businesses on the west side of Lake Street/Lake Washington Boulevard either would need to find ways to park within the building footprint or park on the east side and cross the street.

**POTENTIAL OUTREACH NEEDED:**

The level of outreach to the community in advance would need to be significant and include:

1. In-person contact and engagement with impacted community members.\*
2. Portable variable message sign (VMS) trailer at each end of the corridor in advance to inform people of the planned closure.\*\*
3. Place approximately 25 a-frame signs along the corridor 48-hours prior to the closure notifying people of the planned closure of the parking lane.\*\*

**POTENTIAL STAFF RESOURCES AND FUNDING NEEDED:**

The implementation steps would require additional staff and funding resources:

1. Remove notification signage.\*\*
2. Place candle sticks (movable delineator posts with bases), one per parking space to prevent drivers from entering the restricted parking lane, and No Parking signs spaced at 60 ft. This would result in at least 200 candle sticks being placed in the street along the edge of the parking lane without blocking the bike lane and approximately 70 No Parking signs being placed on the sidewalk adjacent to the parking lane. The specific layout of traffic control and number of traffic control devices would be determined during more detailed review of the corridor.\*\*
3. Continue to gather community input including answer questions, complaints, etc. and make refinements during implementation.\*
4. Staff would need to regularly travel the corridor to reset/replace moved, damaged, or missing candle sticks or No Parking Signs.\*
5. Remove candle sticks and No Parking signs at the end of the pilot project.\*\*

*\* These tasks would be performed by neighborhood outreach, transportation, and maintenance staff.*



*\*\* These items and tasks would be provided by a contracted traffic control company, which would require additional funding.*

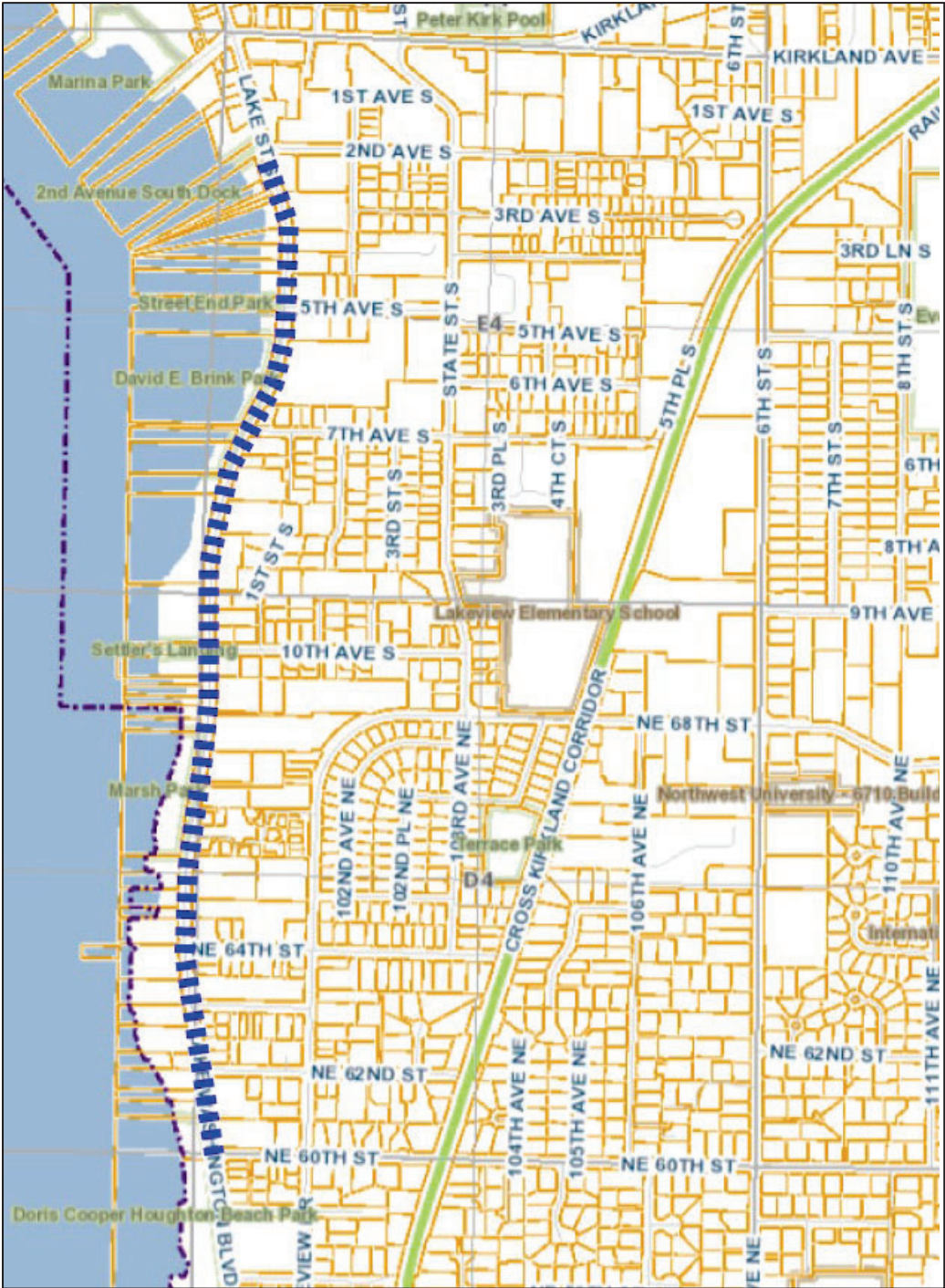
**POTENTIAL OPTIONS OR ALTERNATIVES THAT COULD BE EVALUATED:**

There are multiple options or alternatives that could be evaluated that could consider 1) the project limits, and/or 2) the type and placement of the divider.

**COULD CURRENT STAFF RESOURCES AND BUDGET AUTHORITY ACCOMMODATE THE REQUEST:**

Because of the length of the project and the level of activity in the area, this pilot project requires a significant amount of resources to plan, implement, maintain, and remove. Other 2021 neighborhood outreach, maintenance, and transportation tasks would need to be deferred or eliminated to implement this pilot project, or adding supplemental staff would need to be considered. Also, because the City does not own the needed signage and delineation, additional funding would be needed for renting and installing temporary traffic control.

**Attachment A - Lake Washington Boulevard West Side Walkway**





## LEGISLATIVE REQUEST MEMORANDUM

*Request new legislation, or request staff resources be allocated to issues not included in current budget, City Work Program, or department work plan.*

Title: <b>Lake WA Blvd West Parking Closure</b>	Date: March 10, 2021
Requesting Councilmember:	Department(s) Assigned: <b>Public Works</b>
<b>REQUEST SUMMARY</b>	
<i>A clear, concise description of the issue(s) to be addressed, and why the City should be involved.</i>	
<p>Close parking on the west side of LW Blvd and temporarily re-purpose nearly a mile of the curb lane on the west side of Lake Street/LWB between 2nd Ave S and NE 60th St (see Attachment A) to create a wider walking area for people to use during the pandemic. The following approach could be used:</p> <ol style="list-style-type: none"> <li>1. It would be similar to traffic control for special events (see notes below related to special events lessons learned)</li> <li>2. The duration can be flexible, but each set-up and take-down comes with a cost; and</li> <li>3. Vehicles parked illegally in the temporary walkway would be ticketed</li> </ol>	
<b>BENEFITS</b>	
<i>Preliminary potential benefits of the proposal.</i>	
<p>The wider walking area would create a more comfortable space to walk and jog while promoting and facilitating proper social distancing. The southbound bike lane on Lake St/Lake WA Blvd would continue to be dedicated for bicycling. This bike lane would be safer because cyclists no longer would travel next to parked vehicles, where doors can open or vehicles move unexpectedly.</p>	
<b>IMPACTS</b>	
<i>Preliminary potential impacts of the proposal.</i>	
<p>Multiple associated impacts from the loss of parking spaces on the west side of LW Blvd, including access to waterfront parks, businesses and residences along LW Blvd. Some lessons learned from special events include:</p> <ol style="list-style-type: none"> <li>1. Such closures usually are for half a day and the event usually is less than an hour; area resident prefer it that way.</li> <li>2. the greatest amount of feedback comes from people who live near the northern section; strongly unsupportive comments may be received from that area.</li> <li>3. South of 10th Ave S, drivers tend to disregard the no parking signs.</li> <li>4. During special events, Police try to contact people before towing cars or before citing them. This would be more difficult with an extended closure.</li> </ol>	

## COUNCIL VISION AND GOALS

*Check all that apply.*

- |   |   |
|---|---|
| <input checked="" type="checkbox"/> Inclusive and Equitable Community           | <input type="checkbox"/> Attainable Housing                 |
| <input checked="" type="checkbox"/> Vibrant Neighborhoods                       | <input type="checkbox"/> Financial Stability                |
| <input checked="" type="checkbox"/> Community Safety                            | <input checked="" type="checkbox"/> Sustainable Environment |
| <input type="checkbox"/> Supportive Human Services                              | <input checked="" type="checkbox"/> Thriving Economy        |
| <input checked="" type="checkbox"/> Balanced Transportation                     | <input type="checkbox"/> Dependable Infrastructure          |
| <input type="checkbox"/> Abundant Parks, Open Spaces, and Recreational Services |   |

## EQUITY

*Preliminary discussion on how the proposal may impact diversity, equity, and inclusion.*

This project would provide more space to safely and comfortably access Kirkland's waterfront by walking and biking. All could share this benefit, but perhaps most by those who live near the pilot project area. People who do not live in close proximity and who need or want to access the area for work or pleasure would have significantly fewer vehicle parking options. Unknown equity impacts to residents and businesses along LW Blvd as issues such as age, income level, ability and race are not well known. More pedestrian crossings of LW Blvd from parking on the east would be result which could impact seniors or people with mobility issues and may create safety issues.

## STAKEHOLDERS

*Preliminary potential stakeholders impacted.*

Residents and business on Lake St/Lake WA Blvd and downtown that would be impacted by more limited parking. Half of the estimated 260 parking spaces along the corridor would be unusable. People providing deliveries and services on the west side of the street either would need to find ways to park within building footprints or park on the east side and then cross the street. People visiting Kirkland's waterfront parks would also be impacted by the loss of parking.

## OUTREACH

*Preliminary potential outreach to be considered.*

Advance outreach would need to be at a medium to high level and include at least:

1. In-person contact with impacted community members (performed by staff).
2. Portable variable message signs at each end in advance to inform of the planned closure (by contractor).
3. Place many a-frame signs along the corridor 2 days prior alerting of the planned closure of the parking lane (by contractor).

## RESOURCES AND BUDGET

*Preliminary potential staff resources needed and whether current staff and budget authority could accommodate the request.*

This pilot project would require a significant amount of staff and contractor resources to accomplish. Other 2021 projects and tasks on the 2021 work plan would need to be deferred or eliminated. Supplemental staff could address that situation. Also, the City does not own the needed signage and delineation materials, so they would need to be rented and installed by the contractor.

## OPTIONS

*Potential options or alternatives that could be evaluated.*

There are multiple options or alternatives that could be evaluated based upon either: 1) the project limits, 2) the type and placement of the divider, or 3) a combination. This pilot could occur only on weekends, or for a set amount of time, such as one week, two weeks, one month and so on. Setting up and taking down the candlesticks is the largest driver of costs, so minimizing the number of times that occurs is the most cost effective.

## ADDITIONAL CONSIDERATIONS

- Legal analysis required
- Fiscal analysis required
- Legislative change required
- State or federal change required
- Other (please explain):

### APPROVALS

	INITIAL	DATE
Department Director:	<u>JU</u>	<u>3/10/21</u>
Finance Department:	<u>MO</u>	<u>3/11/21</u>
Legal Department:	<u>KR</u>	<u>3/11/21</u>

Forward to City Manager



**CITY OF KIRKLAND**  
**Public Works Department**  
**123 5th Avenue, Kirkland, WA 98033**  
**425.587.3600- [www.kirklandwa.gov](http://www.kirklandwa.gov)**

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## **MEMORANDUM**

**To:** Kurt Triplett, City Manager

**From:** Kim Scrivner, Transportation Planner  
 Joel Pfundt, Transportation Manager  
 Julie Underwood, Director of Public Works

**Date:** March 4, 2021

**Subject:** LEGISLATIVE REQUEST MEMORANDUM—PARK LANE EVENING CLOSURE TO VEHICLES

### **BACKGROUND:**

During the summer of 2020 at the early stages of the COVID Pandemic, Park Lane was closed each evening to vehicles, which allowed more space for outdoor restaurant seating and greater social distancing for pedestrians. Rather than provide a full closure, a compromise was reached with business owners who did not want the street closed during the day, to close the street every evening between May and mid-November.

### **POTENTIAL IMPACTS AND BENEFITS OF THE PROPOSAL:**

Evening closures of Park Lane allows restaurants and merchants to expand their businesses further out into the sidewalk and streetscape, expanding their ability to seat customers and sell merchandise outside. The City also received many positive comments from the public who enjoyed the experience the street closure provided, stating the atmosphere attracted more people to patronize downtown Kirkland.

Some merchants expressed concern that if the parking was closed during the day their businesses could be impacted negatively, but that the evening only closure would not have that same impact. The downtown business impact from reduced parking is unknown but needs to be considered. The largest impact is to City staff and/or volunteers who are required to open and close the street each day. This proved to be complicated on Sundays and Holidays when City crews were not always available.

### **SUPPORTING COUNCIL VISION AND GOALS:**

The closure of Park Lane addresses a variety of the Council Goals:

- Economic Development: This initiative supports businesses on Park Lane by creating an attractive environment for shopping, eating, and leisure. The compromise to close the street in the evenings demonstrates that Kirkland seeks to listen to and address all the businesses needs on the street.



- Neighborhoods: This goal is about experiencing a high quality of life, and the closure of Park Lane has been popular by residents who enjoy the added character and services this provides.
- Public Safety: Closing the street provides a safe and pedestrian friendly street that also allows people to be more socially distant during COVID, improving safety from injury as well as illness.
- Balanced Transportation: Recent surveys have indicated that one of the things people like about Kirkland is that it is a walkable city. Providing a pedestrian-only space for people to enjoy downtown businesses is one form of balanced transportation.

### **ADDRESSING DIVERSITY, EQUITY, AND INCLUSION:**

The proposal to close Park Lane in the evenings in 2021 provides much needed space that allows people to enjoy the amenities and businesses in downtown Kirkland while maintaining social distance. Many sidewalks in downtown can become crowded during the summer months when more people come to enjoy the waterfront and businesses. The space also provides a more welcoming atmosphere while providing an improved pedestrian connection from Kirkland's Transit Center into the heart of downtown Kirkland.

### **STAKEHOLDERS IMPACTED AND POTENTIAL OUTREACH NEEDED:**

The direct stakeholders impacted would be the businesses on Park Lane. Potential outreach would include the Kirkland Downtown Association, immediate businesses on Park Lane, and to other downtown businesses that may be impacted less. The general public also could be reached out to in terms of their interest in this space and desire for it to be opened.

### **POTENTIAL COSTS AND BENEFITS:**

Costs for assessing additional and/or improved features for this proposed street closure may include:

- Staff hours for outreach and research, and seeking cost estimates for potential solutions;
- Additional costs associated with signage, branding, and outreach;
- Staff hours for people to open and close the street each day; and
- Costs for storage of signs and materials during the day.

### **POTENTIAL OPTIONS OR ALTERNATIVES THAT COULD BE EVALUATED:**

Staff is using last summer's evening closure as the "base case" for this memo. Other options include:

- Don't close Park Lane to traffic at any time to maximize downtown parking.
- Permanently close Park Lane and have it become a pedestrian boulevard.
- Close Park Lane entirely May-October and open it the rest of the year.

## Signage Improvement Options

Last summer, Park Lane was closed using A-frame signs to block the roadway, which were placed by volunteers from the restaurants and businesses. The process could be improved because:

- The A-frame signs did not fit the aesthetics of the street; and
- Volunteers were not always consistent on the time the street was closed, and signs were not always placed in their appropriate location. It was challenging to find City crews, particularly on Sundays and holidays (which could require overtime pay).

Potential Solutions could include:

- Identification of a funding source to pay staff for opening/closing the street each day (which would include overtime), or finding another method of identifying people to conduct this work that allows for more accountability.
- Providing a more aesthetic solution for the street closure signage. While regulatory signs will still be necessary, other signage could be improved. An example of improved street closure signage could include a wheeled platform or wagon with plants, flags, or art.



- Additional signage for each parking stall to indicate parking will end at a certain time to better ensure people will move their cars by closing time. These tri-fold signs have worked well in terms of compliance related to the 15-minute-only take-out stalls. Once the evening closure begins, improvements would include additional detail related to parking times throughout the day.



- Potential storage on-site for signage during the day.

## **ASSESSMENT OF STAFF RESOURCES AND BUDGET:**

Staff time for outreach, research, and seeking cost estimates for potential solutions can be covered by existing staff resources. Some signage could be covered, and the same branding and posters used last summer could be used, but improved signs for each parking stall and for the street closure may need some supplementary funds.

Additional funds would need to be identified for identifying people to open and close Park Lane each day, including Sundays and holidays. Additionally, there may be a need to find storage for signage during the day.





## LEGISLATIVE REQUEST MEMORANDUM

*Request new legislation, or request staff resources be allocated to issues not included in current budget, City Work Program, or department work plan.*

Title: Park Lane - Evening Closure to Vehicles	Date: March 10, 2021
Requesting Councilmember:	Department(s) Assigned: Public Works
<b>REQUEST SUMMARY</b>	
<i>A clear, concise description of the issue(s) to be addressed, and why the City should be involved.</i>	
<p>The adaptability of the re-design of Park Lane has been demonstrated during the pandemic. Last year, Park Lane was closed to vehicles in the evenings from May to mid-November, which facilitated increased retail and restaurant business while providing greater social distancing. This proposal is whether Park Lane should be closed again at certain times this year for the same reasons. This LRM uses last year's pilot as the "base case" for the evaluation.</p>	
<b>BENEFITS</b>	
<i>Preliminary potential benefits of the proposal.</i>	
<p>The regularly-scheduled closure of Park Lane to vehicles during the continuing pandemic supports economic development, quality of life, safety, and balanced transportation. Last year, support for the closure was expressed by the public and also by businesses along and near Park Lane.</p>	
<b>IMPACTS</b>	
<i>Preliminary potential impacts of the proposal.</i>	
<p>Opening and closing the street daily requires staff, which is particularly challenging on Sundays and Holidays. Volunteers assisted with this in 2020, but there were inconsistencies. More aesthetic signs have been suggested, but might require a storage solution when the street is open to vehicles. Alternatively, the street could be closed all day during the warmer months, though that would require additional engagement with the business community.</p>	

## COUNCIL VISION AND GOALS

*Check all that apply.*

- |   |   |
|---|---|
| <input checked="" type="checkbox"/> Inclusive and Equitable Community           | <input type="checkbox"/> Attainable Housing                 |
| <input checked="" type="checkbox"/> Vibrant Neighborhoods                       | <input type="checkbox"/> Financial Stability                |
| <input checked="" type="checkbox"/> Community Safety                            | <input checked="" type="checkbox"/> Sustainable Environment |
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| <input checked="" type="checkbox"/> Balanced Transportation                     | <input type="checkbox"/> Dependable Infrastructure          |
| <input type="checkbox"/> Abundant Parks, Open Spaces, and Recreational Services |   |

## EQUITY

*Preliminary discussion on how the proposal may impact diversity, equity, and inclusion.*

Park Lane is a link from the Transit Center to the waterfront, and the City has many parks along Lake Washington open to everyone. Providing more pedestrian/non-motorized space between the two, all while providing greater social distancing, increases more equitable access to quality experiences and downtown businesses. Helping small businesses thrive helps create and retain more service industry jobs which are often held by disadvantaged community members. Conversely, some businesses say that the elimination of parking spaces harms their business and could result in reductions in hiring or business closures.

## STAKEHOLDERS

*Preliminary potential stakeholders impacted.*

The primary stakeholders would be the businesses on and near Park Lane. Additional stakeholders would be neighbors and the broader community, and local business groups such as the Chamber and Kirkland Downtown Association.

## OUTREACH

*Preliminary potential outreach to be considered.*

Direct outreach to the businesses along Park Lane. Staff has established a system of outreach regarding this issue, so the time and resources needed will be low to moderate.

## RESOURCES AND BUDGET

*Preliminary potential staff resources needed and whether current staff and budget authority could accommodate the request.*

1. Staff hours for outreach, research, and seeking cost estimates for potential solutions.
2. Additional non-staff costs associated with signage, branding, and outreach.
3. Staff hours to open and close the street each day.
4. Costs for storage of signs and materials during the day.

## OPTIONS

*Potential options or alternatives that could be evaluated.*

1. Repeat last year's pilot and close park lane during the evenings startign in May.
2. Don't close Park Lane and keep it as a street with parking year round.
3. Permanently close Park Lane to automobile traffic.
4. Close Park Lane all day and evenings during the summer season.
5. Create a fixed gate at the west end of Park Lane so that A-frames are not needed.
6. Use the A-frame signs from 2020, but ensure they are placed appropriately by City staff.
7. Improve signage to be more aesthetic (still would require staff to open/close the street daily).

## ADDITIONAL CONSIDERATIONS

- Legal analysis required
- Fiscal analysis required
- Legislative change required
- State or federal change required
- Other (please explain):

### APPROVALS

	INITIAL	DATE
Department Director:	<u>JU</u>	<u>3/10/21</u>
Finance Department:	<u>MO</u>	<u>3/11/21</u>
Legal Department:	<u>KR</u>	<u>3/11/21</u>

Forward to City Manager



## LEGISLATIVE REQUEST MEMORANDUM

*Request new legislation, or request staff resources be allocated to issues not included in current budget, City Work Program, or department work plan.*

Title: Noise Ordinance Options	Date: March 10, 2021
Requesting Councilmember: NA	Department(s) Assigned: Planning & Building

### REQUEST SUMMARY

*A clear, concise description of the issue(s) to be addressed, and why the City should be involved.*

Due to the COVID pandemic, more community members have been sequestered in their homes, which has resulted in more exposure to (and complaints about) high ambient and periodic noise levels associated with activities such as leaf blowing and the use of jake brakes.

### BENEFITS

*Preliminary potential benefits of the proposal.*

Reducing community noise levels could result in several benefits, including reduced risk of long-term hearing loss, less irritation and stress, less difficulty sleeping, and increases in productivity for workers exposed to high noise levels. Banning certain types of power equipment could also have benefits to local air quality (i.e., a reduction in particulate matter and combustion-related emissions).

### IMPACTS

*Preliminary potential impacts of the proposal.*

Potential adverse impacts of additional regulation of noisy activities/equipment include interference with routing landscape maintenance activities (if, for instance, leaf blowers are subject to additional regulation), interference with trucking (if jake brakes are regulated further), and the need for additional resources for often-difficult enforcement activities (or de-prioritizing other enforcement activities). Enforcement of more stringent leaf blower rules, and especially a jake brake ban, could be difficult. Depending on how new rules are crafted, there could also be impacts on how the City maintains public grounds and parks, including resources needed for such maintenance.

## COUNCIL VISION AND GOALS

*Check all that apply.*

- |   |  |
|---|--|
| <input type="checkbox"/> Inclusive and Equitable Community                      | <input type="checkbox"/> Attainable Housing        |
| <input checked="" type="checkbox"/> Vibrant Neighborhoods                       | <input type="checkbox"/> Financial Stability       |
| <input checked="" type="checkbox"/> Community Safety                            | <input type="checkbox"/> Sustainable Environment   |
| <input type="checkbox"/> Supportive Human Services                              | <input type="checkbox"/> Thriving Economy          |
| <input type="checkbox"/> Balanced Transportation                                | <input type="checkbox"/> Dependable Infrastructure |
| <input type="checkbox"/> Abundant Parks, Open Spaces, and Recreational Services |  |

## EQUITY

*Preliminary discussion on how the proposal may impact diversity, equity, and inclusion.*

Equity considerations for this topic are complex. On one hand, landscapers that routinely use leaf blowers may be disproportionately represented by BIPOC individuals, and their work could be adversely impacted by additional restrictions on leaf blowers. On the other hand, leaf blower restrictions could result in positive health benefits for the individuals who routinely use leaf blowers, as gas-powered leaf blowers emit high volumes of pollutants and can cause hearing loss. If new rules cause landscapers to forsake the use of leaf blowers, and the market is able to sustain higher landscaping fees to allow the use of other equipment, such as rakes, to undertake similar work, individuals employed in landscaping could benefit. If the market cannot bear such costs, individuals employed in landscaping could suffer loss of wages. The equity concerns for additional restriction of leaf blowers is unclear, but would likely be less significant compared to imposing further restrictions on power equipment used for landscaping.

## STAKEHOLDERS

*Preliminary potential stakeholders impacted.*

Landscape company owners, landscape company employees, parks maintenance staff, garden/landscape supply store employees, residents, commercial and residential property managers, and health care professionals.

## OUTREACH

*Preliminary potential outreach to be considered.*

Interviews with stakeholders listed above, canvassing power equipment users via face-to-face contact or surveys, surveying community members, evening and daytime meetings, public hearings, website and newsletter outreach, distributing flyers, etc.

**RESOURCES AND BUDGET**

*Preliminary potential staff resources needed and whether current staff and budget authority could accommodate the request.*

- 0.25 FTE Planner, 9 months
- 0.25 FTE combination of Administrative/Legal/Code Enforcement/Outreach support staff, 3-6 months
- 0.1 FTE Director/Deputy Director, 3-6 months

Except for drafting an ordinance that simply changes the noise ordinance hours, current staff/budget could not accommodate the request without deprioritizing existing projects.

**OPTIONS**

*Potential options or alternatives that could be evaluated.*

1. Maintain the status quo
2. Revise KZC to reduce hours for noisy activities
3. Ban certain types of power equipment/activities/braking
4. Direct new resources for proactive enforcement or other alternative methods of enforcement

**ADDITIONAL CONSIDERATIONS**

- Legal analysis required
- Fiscal analysis required
- Legislative change required
- State or federal change required
- Other (please explain):

**APPROVALS**

	INITIAL	DATE
Department Director:	<u>AW</u>	<u>3/10/21</u>
Finance Department:	<u>MO</u>	<u>3/11/21</u>
Legal Department:	<u>KR</u>	<u>3/11/21</u>

Forward to City Manager