

ORDINANCE O-4568

AN ORDINANCE OF THE CITY OF KIRKLAND ESTABLISHING A HUMAN SERVICES COMMISSION AND REPEALING SECTIONS 2 AND 3 OF RESOLUTION 3315 (ESTABLISHING A HUMAN SERVICES ADVISORY COMMITTEE).

1 WHEREAS, the City Council finds that the provision of human
2 services to residents, workers, and visitors of the City is of paramount
3 importance; and
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5 WHEREAS, human services are those services provided
6 specifically to individuals and families to meet basic human needs for
7 survival, for finding and retaining gainful employment, for support in
8 times of personal and family crisis, for assistance in overcoming family
9 or individual problems, and for help in gaining access to available and
10 appropriate services; and
11

12 WHEREAS, in October 1986, the City Council recognized the
13 intensification of the need for human services and passed a resolution
14 establishing a human services advisory committee and adopting policies
15 and procedures related to the administration of human services; and
16

17 WHEREAS, in recognition of the increased complexity and need
18 for human services and the desire to actively engage residents in the
19 development and implementation of the City's human services policies
20 the City Council has deemed it prudent to establish a Human Services
21 Commission; and
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23 WHEREAS, a Human Services Commission would in part
24 incorporate the duties of the previously established human services
25 advisory committee and the City Council consequently desires to
26 dissolve the advisory committee; and
27

28 WHEREAS, the City Council has the authority, pursuant to
29 Kirkland Municipal Code 165.55 to appoint additional City commissions
30 consistent with state law and city ordinances.
31

32 NOW, THEREFORE, the City Council of the City of Kirkland do
33 ordain as follows:
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35 Section 1. A new Chapter 3.70 of the Kirkland Municipal Code is
36 hereby adopted to read as follows:
37

38 **Chapter 3.70**
39 **HUMAN SERVICES COMMISSION**
40

41 **3.70.010 Definition.**

42 Human services are those services provided specifically to
43 individuals and families to meet basic human needs for survival, for
44 finding and retaining gainful employment, for support in times of
45 personal and family crisis, for assistance in overcoming family or

46 individual problems, and for help in gaining access to available and
47 appropriate services.

48
49 **3.70.020 Human services commission.**

50 The human services commission, hereinafter called the commission,
51 is hereby created to involve residents of the city in advising the city
52 council and city manager on matters related to the provision of human
53 services.

54
55 **3.70.030 Membership – Appointment.**

56 The commission shall consist of eight commissioners, who shall be
57 appointed by majority vote of the city council. One member shall be a
58 youth who, at time of appointment, shall be at least sixteen but not yet
59 eighteen years of age.

60
61 **3.70.040 Eligibility – Term.**

62 a. Members of the commission shall be residents of the city of
63 Kirkland.

64 b. Commission members shall serve without compensation and shall
65 be appointed without regard to political affiliation.

66 c. Initial terms of the first commissioners appointed under this
67 chapter shall be staggered as follows: four members shall be appointed
68 for initial terms of four years, and three members shall be appointed for
69 initial terms of two years. The initial youth commissioner shall also be
70 appointed for a term of two years.

71 d. A subsequent term shall be for four years, except that a
72 subsequent term for the youth member shall be for two years. Term
73 limitations for commissioners shall adhere to adopted city council
74 policies and procedures.

75
76 **3.70.050 Attendance.**

77 A commissioner will be expected to attend no less than eighty
78 percent of all meetings in any twelve-month period for which there is
79 no prearranged absence. City council may waive the eighty percent
80 attendance requirement; however, no less than sixty percent of all
81 meetings shall be attended. A commissioner may be removed by
82 majority vote of the city council.

83
84 **3.70.060 Vacancies.**

85 Vacancies occurring otherwise than through the expiration of a term
86 shall be filled for the unexpired term by a majority vote of the city
87 council.

88
89 **3.70.070 Meetings and quorum.**

90 a. A meeting of the commission shall be held usually at least once a
91 month and shall be open to the public.

92 b. Five members of the commission shall constitute a quorum for the
93 transaction of business, and five affirmative votes shall be necessary to
94 carry any proposition.

95
96 **3.70.080 Officers.**

97 The commission shall elect from its members a chairperson and vice-
98 chairperson. The chair and vice-chair shall be elected annually to serve
99 a twelve-month term. A member may serve as chair multiple times, but

100 not for more than two consecutive terms. It shall be the duty of the
 101 chair to preside at all meetings of the commission. In the chair's
 102 absence, the vice-chair shall preside.

103

104 **3.70.090 Duties and powers.**

105 The commission shall have the power and responsibility to perform
 106 the following functions:

107 A. The commission is directed by the city council to advise the parks
 108 and community services department, city manager, and city council in
 109 leading the city's efforts to support a socially sustainable community
 110 through health and human services and programs that fulfill the basic
 111 needs of all people and enhance the quality of life in our city now and
 112 into the future.

113 B. To fulfill its mission, the commission will work with the parks and
 114 community services department to establish an annual work plan
 115 approved by the city council which proactively explores, investigates,
 116 analyzes, prioritizes, develops, and recommends solutions and actions
 117 to the city manager and city council.

118 C. The commission's work shall be governed by human services
 119 policies adopted by the city council. The commission shall advise the
 120 city council as to changes or refinements to these policies as needed.

121 D. The commission shall provide the public opportunities to be
 122 involved in the commission's activities.

123 E. The commission shall review requests for grant funding of human
 124 services according to guidelines contained in the human services policies
 125 and make recommendations to the city council.

126 F. The commission shall develop recommendations on priorities for
 127 the allocation of city resources to meet identified needs.

128 G. The commission shall actively pursue the goal of regional
 129 cooperation in the planning, funding and delivery of human services.

130 H. At the direction of the city council the commission shall study and
 131 provide recommendations to the city council on emerging issues and
 132 concerns in the area of human services.

133 I. The commission may review and make comment on city actions
 134 which may affect the availability of human services in the city.

135 J. The commission shall perform such other advisory functions as
 136 directed by resolution or motion of the city council.

137

138 **3.70.100 Staff support.**

139 The parks and community services department shall provide
 140 technical and clerical support for the commission.

141

142 Section 2. Resolution 3315, Section Nos. 2 and 3 (establishing
 143 a human services advisory committee) are hereby repealed, and the
 144 human services advisory committee shall be disbanded and dissolved as
 145 of the effective date of this ordinance.

146

147 Section 3. If any provision of this ordinance or its application to
 148 any person or circumstance is held invalid, the remainder of the
 149 ordinance or the application of the provision to other persons or
 150 circumstances is not affected.

151

152 Section 4. This ordinance shall be in force and effect five days
 153 from and after its passage by the Kirkland City Council and publication
 pursuant to Section 1.08.017, Kirkland Municipal Code in the summary

154 form attached to the original of this ordinance and by this reference
155 approved by the City Council.
156

157 Passed by majority vote of the Kirkland City Council in open
158 meeting this 21st day of March, 2017.
159

160 Signed in authentication thereof this 21st day of March, 2017.




MAYOR

Attest:



City Clerk

Approved as to Form:



City Attorney