

ORDINANCE 3940

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF KIRKLAND RELATING TO THE PARKING ADVISORY BOARD.

WHEREAS, decisions made by the City Council relating to parking issues can have significant impacts on the lives of residents of the City of Kirkland; and

WHEREAS, the City of Kirkland completed the Downtown Kirkland Parking Study and Plan in October 2003; and

WHEREAS, the City Council would like advice on these issues from a specialized board made up of persons who currently reside or work within downtown Kirkland; and

NOW, THEREFORE, the City Council of the City of Kirkland do ordain as follows:

Section 1. There is hereby created a new Chapter of the Kirkland Municipal Code to be known as Chapter 3.40, entitled, "Parking Advisory Board" and 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 16 but not yet 18 years of age. No board member shall receive any compensation for his or her services.

**3.40.020 Qualifications.**

Members of the Parking Advisory Board shall include downtown property owners, retailers and restaurateurs, and residents of Kirkland with an interest in and knowledge of downtown parking issues. The preferred composition of the Parking Advisory Board 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; and a youth member. The board shall at all times have a majority composition of downtown professionals and property owners.

**3.40.030 Terms of commissioners – Filling vacancies.**

Initial terms shall be: Two members for terms expiring March 31, 2005, one member for term expiring March 31, 2006, two members for terms expiring March 31, 2007, and two members with terms expiring March 31, 2008. The youth member's initial term shall expire March 31, 2006. Subsequent terms shall be for four years, except that subsequent terms for the youth member shall be two years. Vacancies shall be filled for the remainder of the unexpired term of the vacant position. A member's term shall begin upon appointment by the city council. A commissioner will be expected to attend no less than eighty percent of all meetings for which there is no prearranged absence. In addition, when a member misses three or more

consecutive meetings not excused by a majority vote of the Parking Advisory Board, the Board shall consider recommending removal of that member. The Parking Advisory Board shall report to City Council about a member's pattern of absence, together with the Board's recommendation concerning removal. A member may be removed by a majority of the City Council. A member finding themselves unable to attend regular meetings is expected to tender their resignation. A resignation will be effective on such date as designated by the resigning board member.

**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 shall be necessary to carry any proposition. Typically, a meeting of the Board shall be held at least once a month.

**3.40.050 Powers and duties of Board.**

The Parking Advisory Board shall advise the City Council, City Manager, and City departments regarding those parking issues referred to them. The Board shall assist the Parking Coordinator in the implementation of the parking management plan; review parking issues over time; and, advise the City Council on strategy implementation based on the "Parking Guidelines for Downtown Kirkland." The Board shall submit to the City Council through the City Manager recommendations for other parking issues of interest to the Board or associated with Council-directed items as the Board feels is advisable.

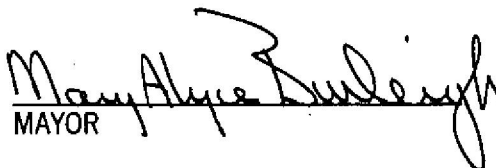
**3.40.060 Parking guidelines adopted by reference.**

The document entitled "Parking Guidelines for Downtown Kirkland" bearing the signature of the Mayor dated May 4, 2004, is adopted by reference as though fully set forth herein. This document establishes the parking guidelines to be used by the Parking Advisory Board. The City Council shall consult with the Parking Advisory Board prior to amending this document.

Section 2. 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 4th day of May, 2004.

Signed in authentication thereof this 4th day of May, 2004.

  
MAYOR

Attest:

Kate Anderson  
City Clerk

Approved as to Form:

David J. [Signature]  
City Attorney