



City Attorney's Office

DATE: January 21, 2026

TO: Parks and Community Services Board

FROM: Camron Parker, Assistant Director, Parks & Community Services
Karen Phu, Assistant City Attorney, City Attorney's Office

SUBJECT: Updates to the Parks and Community Services Board bylaws

REQUEST OF THE PARKS AND COMMUNITY SERVICES BOARD

ACTION



DIRECTION



INFORMATION ONLY



The Parks and Community Services Board (Board) will vote on the adoption of updated bylaws.

BACKGROUND / ANALYSIS

At the Board's last regular meeting on November 19, 2025, staff presented an overview of updated bylaws to conform with Ordinance [6864](#) and Ordinance [6865](#), which amended several provisions of the Bellevue City Code (BCC) that apply to City Council advisory boards and commissions, including Chapter [3.62](#) BCC which applies to the Board.

These ordinances (1) extended the maximum period an advisory board/commission may exclude individuals for violating the rules of decorum for public comment from 60 days to 180 days; (2) clarified the appeal process by which any excluded individual may seek review of his/her exclusionary period; and (3) amended the rules for membership on advisory boards/commissions limiting service to two consecutive terms on any City of Bellevue advisory board/commission.

Staff prepared and recommended amendments to the Board's Bylaws to ensure consistency with the applicable ordinances and code. Staff also recommended additional non-substantive revisions to ensure consistency, uniformity, and readability.

Following discussion at the November 19th meeting, the Board directed staff to bring back updated Bylaws for final vote and action at the next regular meeting. The final updated Bylaws, which conform ordinance, amended code, and direction provided by the Board, are included in Attachment A (showing revisions) and Attachment B (clean version for adoption).

POLICY ISSUES

On September 23, 2025, the City Council adopted Ordinance 6864 and Ordinance 6865, amending the Bellevue City Code provisions for all the Council's advisory boards and commissions, including Chapter 3.62 BCC, which applies to the Parks and Community Service Board.

BCC [3.62.050](#) provides: "The board shall adopt bylaws and procedures not inconsistent with any requirements established in the Bellevue City Code for the conduct of its meetings and hearings, setting of times of hearings, and giving of notice to the public."

Pursuant to Art. XVI of the Board's Bylaws, any amendment requires two-thirds of the membership to vote in favor of such amendments.

ATTACHMENTS

- A. Proposed updated Parks and Community Services Board bylaws – redline
- B. Updated Parks and Community Services Board bylaws (for adoption)