



CITY OF KIRKLAND
Department of Parks & Community Services
505 Market Street, Suite A, Kirkland, WA 98033 425.587.3300
www.kirklandwa.gov

MEMORANDUM

To: Kurt Triplett, City Manager

From: Jennifer Schroder, Director
Michael Cogle, Interim Deputy Director

Date: July 8, 2011

Subject: **ESTABLISHING AN AD-HOC EXPLORATORY COMMITTEE TO
CONSIDER POSSIBLE FUTURE PARK FUNDING BALLOT MEASURES**

RECOMMENDATION:

That the City Council takes the following actions related to establishing an ad-hoc exploratory committee and consideration of a possible future park funding ballot measure:

- 1) Decide whether any members of the Council shall be members of the Exploratory Committee and if so, appoint those members and name one as Chair;
- 2) Appoint the initial members of ad-hoc Exploratory Committee to consider and make recommendations on future park funding ballot measure;
- 3) Concur with the acceleration of 2012 budgeted PROS plan funding into 2011 to hire Trust For Public Trust for Public Land (TPL) as the Exploratory Committee strategic and public outreach consultant and to begin the Comprehensive Park, Recreation and Open Space (PROS) Plan update.

BACKGROUND DISCUSSION:

At its regular session of June 7th, the City Council provided direction on establishing an ad-hoc exploratory committee to consider and make recommendations on possible future park funding ballot measures. Staff presented a list of potential stakeholders for Council consideration, which included:

City Council	Audubon Society
Park Board	Faith Community
Park Users/Advocates	Youth Council
Neighborhood Associations	Senior Council
Chamber of Commerce	Green Kirkland
Service Clubs	Finn Hill Park and Recreation District
Sports organizations	Denny Creek Neighborhood Alliance
School District and PTSA	Kirkland Dog Off-Leash Group (KDOG)

In addition, Council directed that the following additional stakeholder groups be invited to participate on the Committee:

- Evergreen Hospital Medical Center
- Lake Washington Technical College
- Totem Lake Urban Center

Although not originally identified as key stakeholder groups, staff suggests that the Kirkland Cultural Council and Kirkland Heritage Society both be added to the list, particularly given the Council's interest in having the Committee consider the historic Kirkland Cannery building.

The Council also expressed interest in "at-large" citizen representation on the Committee, recognizing that there may be individuals not necessarily tied to an organization who may want to serve.

APPOINTED MEMBERSHIP AND CHAIR

First, the Council needs to decide whether any members of the Council shall be members of the Exploratory Committee. If Councilmembers will participate, it is the staff recommendation that these members are formally appointed by the Council at the July 19 Council meeting and that one of the Councilmembers is appointed to serve as the Chair of the Committee.

Once the Council formally appoints the Committee, staff will work with the appointed Chairperson to schedule and convene the first meeting (targeted for mid- to late-August).

Staff has also contacted stakeholder groups and select individuals to solicit their interest and to request names of their representatives. A list of names submitted as of July 11th is included as **Attachment A**. An updated list will be provided to the Council at their meeting of July 19th.

It is possible that some organizations may not have selected their representative prior to the Council meeting, in which case staff will work to ensure that the stakeholder representative is identified prior to the Committee's first meeting.

A list of any additional members shall be brought to the August 2 Council meeting for appointment.

PROJECT CONSULTANT: TRUST FOR PUBLIC LAND

Staff recommends that the City hire the non-profit organization Trust for Public Land (TPL) as the Exploratory Committee strategic and public outreach consultant and to begin the Comprehensive Park, Recreation and Open Space (PROS) Plan update. TPL offers a range of conservation services and helps communities plan for growth, raise funds to acquire land, and renovate parks and playgrounds, and conducts conservation research. Since 1972, TPL has completed more than 4,250 park and conservation projects in communities nationwide. TPL has familiarity with Kirkland as they served in a similar capacity for the City in 2001/2002.

Accelerating the PROS Plan work at this time will provide efficiency to both processes due to the public outreach, data collection and mapping as part of the work for the Exploratory Committee, which is consistent with the scope of work planned for the PROS Plan update.

TPL's primary roles for the project would include:

- Assist staff in the coordination and facilitation of Committee meetings.

- Develop and deploy an early public outreach strategy to include public open houses and a public opinion survey this fall. Information gathered from public outreach efforts would be used to inform the work of the Committee and Council as well as to serve as the required public participation component of the 2012 Park, Recreation, and Open Space (PROS) Plan Update. A special emphasis will be placed on outreach to Kirkland's new neighborhoods.
- Develop data and assist with mapping needs to guide decision-making.
- Assist Committee in developing and presenting preliminary findings and recommendations to the Council.

PROPOSED FUNDING AND POTENTIAL COSTS

Council approved in the 2011-2012 Biennium Budget \$100K for the PROS Plan update which is scheduled to begin in 2012. Staff is proposing to bring forward some of this budgeted money into 2011 to hire TPL.

Our initial estimate for these consultant services with TPL is \$30,000 - \$40,000. TPL's scope could be expanded at a later time should the Council want additional technical and strategic support next year in conducting further public outreach, gauging citizen support, and considering potential ballot measures.

Attachment A – Proposed Exploratory Committee

Park Funding Exploratory Committee List
As of July 13, 2011

	Stakeholder Group	Representative
1	Park Board	Robert Kamuda
2	Park Board	Barbara Ramey
3	Senior Council	Lauren Bolen
4	Youth Council	Chris Norwood
5	Denny Creek Neighborhood Alliance	Scott Morris
6	Finn Hill Park & Recreation District	Rick Smith
7	Lake Washington School District	Jackie Pendergrass
8	Lake Washington PTSA	<i>-to be determined-</i>
9	Central Houghton Neighborhood Association	<i>-tbd-</i>
10	Everest Neighborhood Association	<i>-tbd-</i>
11	Finn Hill Neighborhood Association	<i>-tbd-</i>
12	Highlands Neighborhood Association	Mary Schular
13	Juanita Neighborhood Association	Mark Dunphy
14	Juanita Neighborhood Association	Kevin Hanefeld
15	Kingsgate Neighborhood Association	<i>-tbd-</i>
16	Lakeview Neighborhood Association	Georgine Foster
17	Market Neighborhood Association	<i>-tbd-</i>
18	North Rose Hill Neighborhood Association	<i>-tbd-</i>
19	Norkirk Neighborhood Association	<i>-tbd-</i>
20	South Rose Hill/Bridle Trails Neighborhood Association	Suzanne Kagen
21	South Rose Hill/Bridle Trails Neighborhood Association	<i>-tbd-</i>
22	Totem Lake Neighborhood Association	<i>-tbd-</i>
23	Greater Kirkland Chamber of Commerce	Val Gurin
24	Kirkland American Little League	John Rudolph
25	Kirkland National Little League	Ken McCumber
26	Kirkland Lacrosse	Steve Lytle
27	Lake Washington Youth Soccer Association	Curt Bateman
28	Kirkland Kiwanis Club	<i>-tbd-</i>
29	Kirkland Rotary Club	Rick Ostrander
30	Eastside Audubon	Cindy Balbuena
31	First Baptist Church of Kirkland	Vince Armfield
32	Green Kirkland Partnership	Nona Ganz
33	Lake Washington Technical College	<i>-tbd-</i>
34	Evergreen Hospital Medical Center	Laurene Burton
35	Citizen at-large	Sants Contreras
36	Citizen at-large	Lisa McConnell
37	Citizen at-large	Lynn Stokesbary
38	Citizen at-large	Laura Caron
39	Cultural Council	Bhaj Townsend
40	Kirkland Heritage Society	Loita Hawkinson