



CITY OF KIRKLAND
Department of Parks & Community Services
505 Market Street, Suite A, Kirkland, WA 98033 425.587.3300
www.ci.kirkland.wa.us

MEMORANDUM

To: Kurt Triplett, City Manager

From: Carrie Hite, Deputy Director
Jason Filan, Park Operations Manager
Jennifer Schroder, Director

Date: July 28, 2010

Subject: Summer Youth Employment Program

Recommendation:

That the City Council authorize the Summer Youth Employment Program revenues and expenditures per Federal guidelines. This program has not previously been funded by the City. It is funded 100% by the United States Department of Labor, under the youth employment stimulus programs launched by President Obama. There is no net cost and no matching responsibilities to the City of Kirkland. The cost of expenditures and reimbursed revenues will not exceed \$14,000. Please see attached fiscal note.

Background:

The City of Kirkland Parks and Community Services Department in collaboration with Friends of Youth, YouthCare, and Seattle King County Workforce Development, had the opportunity to implement a summer youth employment program. The program gives youth the opportunity to learn job skills as well as enhance the park system. This project is funded 100% through the Department of Labor. Following is a complete description of the project.

Project Description and program objectives:

The Kirkland Summer Youth Park Management Program is designed to provide youth with education in resource management, learn removal of invasive plants, job skills and career development training in the field of resource management and park maintenance. The youth will work primarily on the Green Kirkland restoration program at Juanita Bay Park, Carillon Woods, Watershed Park and Kiwanis Park.

City of Kirkland will provide Parks instructors that will train and assign work to youth. In addition, the City will provide van transportation around the city to various sites throughout the day. Friends of Youth will reimburse the City for the Parks instructor's salaries, supplies, and van rentals. Friends of Youth has completed a Municipal Services Agreement and an Organization Volunteer Service Agreement, placing the youth as volunteers with the City of Kirkland.

Project Objectives:

- To carry out preventative and control measures and works of improvement for the conservation of renewable natural resources, within Kirkland Parks including, but not limited to, engineering operations, methods of cultivation, the growing of vegetation, and changes in use of lands.
- Encourage observation practices. The responsible use, maintenance and restoration of natural resources in rural and urban settings is an increasingly vital part of county-wide environmental management. The City of Kirkland staff will deliver general and technical information to youth participants on land use and water quality management including the restoration and protection of wildlife habitats in rural and urban settings, environmentally sound management practices, "return to the land" initiatives such as minimizing landslides and other erosion, and the social context of conservation practices.
- Promoting natural habitat restoration. Information and assistance will be provided to Youth regarding the preservation and restoration of natural habitats including the creation of low-maintenance native plant habitats that conserve water and are friendly to wildlife, eco-landscaping, establishing naturescaping demonstration sites, intrusive species management, and community stewardship.
- All participants will complete the application process to be hired by Friends of Youth. The application process is designed to provide youth participants with hands-on experience in applying for employment, obtaining a position and learning park maintenance and restoration practices.
- Friends of Youth will then work with the City of Kirkland's volunteer program to place the youth into two crews for instruction and work experience.

Project Information:

- Project Timeline: 6 weeks commencing July 12, 2010.
- Hours of operation: 10am to 3pm (1/2 hour lunch); M-F
- 20 youth participants.
- Project partners: City of Kirkland, Friends of Youth, YouthCare, Sea-King Workforce Development Council, U.S. Department of Labor.
- This project received 100% of its funding from a grant awarded under U. S. Department of Labor's Employment and Training Administration for at risk youth.

FISCAL NOTE

CITY OF KIRKLAND

Source of Request							
Jennifer Schroder, Director of Parks & Community Services							
Description of Request							
Request for City Council to approve a Summer Youth Employment Program not to exceed \$14,000. The costs are fully funded from federal grant revenue.							
Legality/City Policy Basis							
Fiscal Impact							
Request is fully funded from grant revenue							
Recommended Funding Source(s)							
<i>Reserve</i>	Description	2010 Est End Balance	Prior Auth. 2009-10 Uses	Prior Auth. 2009-10 Additions	Amount This Request	Revised 2010 End Balance	2010 Target
	N/A					0	N/A
<i>Revenue/Exp Savings</i>	Fully funded from U.S. Department of Labor Youth Employment Grant up to \$14,000						
<i>Other Source</i>							
Other Information							

Prepared By	Neil Kruse, Senior Financial Analyst	Date	July 28, 2010
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