



KIRKLAND PARK BOARD

Date: February 10, 2010

Time: 7:00 p.m.

Place: Council Chambers, City Hall

The mission of the Park Board shall be to provide policy advice and assistance to the Department of Parks and Community Services and City Council in order to ensure the effective provision of Parks and Community Services programs and facilities to the residents of the City of Kirkland.

AGENDA

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **APPROVAL OF MINUTES** *5 minutes*
January Park Board Meeting Minutes
4. **ITEMS FROM THE AUDIENCE** *5 minutes*
5. **REVIEW OF ACTION ITEMS**
Appoint Park Board representative to Central Houghton Advisory Group
6. **PRESENTATIONS**
No Items
7. **COMMUNICATIONS** *10 minutes*
 - a. Correspondence
 - b. Staff Reports
-February update
 - c. Committee Reports
 - d. Comments from the Chair
8. **UNFINISHED BUSINESS**
 - a. Kirkland Dog Off-leash Group (K-DOG) *60 minutes*
Topic: Presentation by K-DOG and discussion of Resolution R-4478
Action: Discussion only
 - b. Park, Recreation and Open Space (PROS) Plan Update *10 minutes*
Topic: Review of PROS Plan update
Action: Discussion only
9. **NEW BUSINESS**
 - a. Kirkland Teen Union Building (KTUB) *20 minutes*
Topic: Presentation on KTUB change in operation
Action: Discussion only

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- b. Capital Improvement Program (CIP) Update *10 minutes*
Topic: Discuss process for updating 2011-2016 CIP
Action: Discussion only

- c. September Park Board Meeting *5 minutes*
Topic: Consider date for September meeting
Action: Select meeting date

- 10. **MEETING EVALUATION** *5 minutes*

- 11. **ADJOURNMENT**
Next meeting: March 10, 2010, 7:00 p.m., Council Chambers

Estimated Meeting Completion: 9:05 p.m.

PARK BOARD MINUTES – January 13, 2010

1. CALL TO ORDER

The January 13, 2010 Park Board regular meeting was called to order at 7:00 p.m. by Chair Robert Kamuda.

2. ROLL CALL

Members present: Chair Robert Kamuda, Vice Chair Sue Keller, Colleen Cullen, Jennifer Davies, Shelley Kloba, Maggie Lehr and Adam White.

John Smiley arrived at 7:08 p.m.

Staff present: Michael Cogle, Linda Murphy, Jennifer Schroder.

3. APPROVAL OF MINUTES

Ms. Kloba noted a correction to the December Park Board minutes. Ms. Davies motioned to approve the minutes as amended. Mr. White seconded. Motion carried (7-0).

4. ITEMS FROM THE AUDIENCE

No items.

5. REVIEW OF ACTION ITEMS

Ms. Schroder announced that the Parks Naming Policy and the recommendation to adopt the name "Cotton Hill Park" will be presented at the January 19th City Council meeting.

6. PRESENTATIONS

No items.

7. COMMUNICATIONS

a. Correspondence

Ms. Schroder reported on email communications received regarding budget reduction impacts (e.g., removal of garbage cans and portable toilets at parks).

b. Staff Reports

Ms. Schroder answered questions regarding community support related to events (summer concerts, polar plunge) and the One Night Count, received feedback regarding the youth basketball program and the native plant nursery, and reported on the Marina Park Tour Dock.

c. Committee Reports

Mr. Kamuda attended a Houghton Community Council meeting and the Highlands Neighborhood Association meeting with City Council.

Mr. White reported on the crosswalk in place at the Forbes Lake Park Site.

Ms. Cullen reported that K-DOG presented to the South Rose Hill/Bridle Trails Neighborhood Association.

Ms. Keller reported that K-DOG would be presenting to Kirkland Alliance of Neighborhoods (KAN) tonight and will present to Highlands Neighborhood Association at their next meeting.

d. Comments from the Chair

Mr. Kamuda reported on the upcoming volunteer event at Cotton Hill Park and commented on being prepared to answer questions related to the budget cuts and impacts to the park system.

8. UNFINISHED BUSINESS

a. 2010 Work Plan

Mr. Cogle presented the 2010 goals and answered questions related to the proposed 2010 work plan.

Mr. Smiley moved to approve the 2010 work plan as presented. Ms. Keller seconded. Motion carried (8-0).

9. NEW BUSINESS

a. Playground Equipment Replacement

Ms. Schroder reported to the Board on the upcoming playground equipment replacement at Peter Kirk Park.

b. Recreation 2009 End of Year Brief

Ms. Murphy updated the Board on the Recreation division's operation in 2009 and introduced Betsy Maxwell, Peter Kirk Community Center's Recreation Coordinator, to the Board.

10. MEETING EVALUATION

"Well chaired."

11. ADJOURNMENT

Ms. Kloba moved to adjourn. Mr. White seconded. Motion carried (8-0).

Meeting adjourned at 8:20 p.m.

Jennifer Schroder, Director
Parks and Community Services

Robert Kamuda, Chair
Park Board



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

To: Park Board
From: Jennifer Schroder, Director
Date: February 5, 2010
Subject: February Update

PARK PLANNING DIVISION

Juanita Beach Park

- The Contractor is completing contract documents with construction anticipated to begin towards the end of the month.

Everest 'A' Field Grandstands

- Construction continues with completion targeted for early March.

COMMUNITY SERVICES DIVISION

Business Services

- The Marina Park Tour Dock RFP closed in late January and interviews are scheduled. A panel of staff and community members has been selected to review the proposals and qualifications. Criteria for selection will be based on the following five areas:
 - Tourism
 - Community
 - Accident and Safety procedures
 - Business Experience
 - Compensation to the City of Kirkland
- A mild and calm January has made installing electrical conduit under the dock a much less complicated task than anticipated. Electrical work should be completed before March; we are providing additional power to the tour dock as well as the main transient dock.
- The summer concert series is all the more closer to becoming a reality. We've been working with members of the community to keep the 32-year tradition alive. The citizen group is currently contacting other Kirkland groups to gather more support and funds to make this happen.

Recreation

- 2010 spring and summer brochure production is in progress will be delivered to homes in mid-March. Staff has planned many high-quality programs and activities that will provide many positive experiences for our participants.
- We are experiencing a slight decline in revenue for the first quarter of 2010. We will continue to monitor and hope for a shift in February.

North Kirkland Community Center

- As our Music programs have expanded we welcome Nicole Turner, our new Saturday music instructor to our line-up. Nicole is studying music education at Northwest University and is an experienced pianist and trained vocalist who is also a vocal coach at Stage Coach Schools in Seattle.

- King County Library System's Kirkland Branch has graciously donated their piano to NKCC. We're excited to have a smaller, newer model to replace the larger, tired model currently on-site – not a minute too soon as new piano classes begin the first week of April!
- Preschool Program registrations have exceeded our expectations and continue to be on the incline this winter with 581 registrations and \$40,631 in revenue.
- One month into winter quarter there are 140 Move It! fitness participants committed to changing their lifestyle for the better including Randy and Angela who recently had this to say about our program, *"We purchased Move It! passes to help us get in shape for our wedding in May. We have been impressed by the quality of instruction and variety of workout for the price. We like that each instructor brings a different style and level of workout to the gym. It's not just an aerobics class – it's weight training, cardio, and total body workout. Every workout is different. You never know what you're gonna get, but you know it's going to be good! We definitely recommend the program for both men and women."*

Sports and Aquatics

- Our volleyball program is in full swing! Despite equipment issues, attendance has been high and participants are excited about the new season. We are in our third week of regular season play with all 38 teams in competition.
- Our dodgeball league, held at Kirkland Jr. High, has eight teams participating this season. Currently in their second week of play, competition is fierce with a three-way tie for first place.

Peter Kirk Community Center

- At the January Peter Kirk Community Center Advisory Board meeting, the group came up with their 2010 work plan. The group decided to sponsor ongoing special events at the Center in lieu of having to discontinue them due to budget constraints. They will try to have one special event per quarter.
- The staff at PKCC is very excited to be offering some new classes for winter quarter, which have been met with enthusiasm, such as a Qigong & Taiji combination class. Look for other new classes to start in spring and summer.
- In anticipation of the new Human Services Manager coming on board, staff has been busy working with facilities to prepare for them an inviting workspace.

Youth Services

- Winter 2010 Mini Grants were awarded on January 18th to the following:
 - \$600 to BEST High School for their Art Club
 - \$750 to BEST toward production of their 2010 Yearbook
 - \$650 to EAS for their Health Fair
 - \$500 to Juanita High School for their lunchtime book club
 - \$500 to Kirkland Chamber of Commerce's Youth Leadership Training
 - \$600 to KTUB for their Midnight Blue Dance
- Teen Traffic Court was held January 2nd
- We've Got Issues on "Going Green" has been completed. Work on the next program has started. The focus will be "Teen Driving."
- Work is underway for the 2010 Youth Summit set for Thursday, March 25th.

Human Services

- Within King County, cities from two sub-regions, South King County and North/East King County have joined together to use a joint application process for the 2011-2012 Human Services funding cycle. The combined work of the two groups will provide benefits to both the participating cities and the partner human service agencies. The 17 participating cities are Auburn, Bellevue, Bothell, Burien, Covington, Federal Way, Issaquah, Kenmore, Kent,

Kirkland, Redmond, Renton, Sammamish, Sea Tac, Shoreline, Tukwila and Woodinville. Two workshops for the applicants will be held in early March to cover general application processes including an overview of the HSConnect.net website.

- The Human Services Advisory Committee's youth member resigned in January and the co-chair's term expires March 31st. The City is actively recruiting to fill these two positions.
- The Human Services Advisory Committee has scheduled a series of meetings in the upcoming months to prepare for the 2011-2012 application review process and for the Council study session in June.
- On January 29th, from 1:30am to 5:00am community volunteers and city staff participated in the "One Night Count" of unsheltered homeless persons. This annual count happens throughout King County and the nation on the same night. The count is completed to provide information to service providers; funders; and local, state and national government about the status of homelessness in our communities. This invaluable information is utilized to design effective interventions and gather resources to fund them. The community wide goal is to end homelessness in 10 years. This is the Eastside's 6th year of participation in the King County count.

PARK MAINTENANCE DIVISION

Athletic Fields

- The annual Field Allocations Meeting, for first season field requests, was held January 14th. Eight leagues were represented with various members in attendance, including Lake Washington and Juanita High Schools. Allocations are just about finalized.
- Practices should begin on various fields in late-February or early-March (weather dependent).
- Games will begin mid-March.
- Special event details will be outlined in next month's update.
- Field applications for second season use (August through November) are due May 1st.

Volunteers

- Girl Scout Gold Award applicant, Michelle Fields, along with Parks Crew Person, Oscar Chavez, led a group of volunteers over a handful of weekends expanding McAuliffe's pea patch plots by building 15 plots (bringing the total number of plots at McAuliffe to 35). Michelle did a fantastic job. We thank her and her volunteers for her wonderful work!
- Students from the Environmental School, Ms. Boone's class, helped with a continuing project at Brookhaven Park. This was one of several project dates the Environmental School has done at Brookhaven. On this particular date, the kids helped with the continuation of spreading mulch. They really did a great job. Thank you to Ms. Boone and the Environmental School students!!

Notes from the Field

- Public Works received some grant funding to try a couple of solar garbage / recycling containers downtown. Staff helped with the installations and from early reports all seems to be going well. One of the receptacles is located in Marina Park. For further information follow – www.bigbelly.com
- Long time staff Mark Padgett accepted a Lead position with the Public Works Grounds division. Mark will be missed. He was a great asset to the team. We look forward to partnering with him in the future.
- Considerable amounts of communication taking place with the reduced levels of service within Neighborhood parks. Specifically garbage cans have been a hot topic.

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- The dry weather of January has allowed the Horticulture team to do significant amounts of mulching in preparation for the coming summer months. The free arbor chips from the various tree companies are being put to good use.

GREEN KIRKLAND PARTNERSHIP

- We're working on completing our annual report for 2009.
- We're also working on completing data gathering and entry for events and activities in January.
- Upcoming Events for volunteers from the general public:
 - February 27th, 9 am – noon, Native Plant Steward restoration event at Juanita Bay Park.
 - March 13th, 9 am – noon, Friends of Kiwanis Park restoration event at Kiwanis Park.
 - March 20th, 9 am – noon, large EarthCorps partnership event at Cotton Hill Park.



CITY OF KIRKLAND
Department of Parks & Community Services
505 Market Street, Suite A, Kirkland, WA 98033 425.587.3300
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MEMORANDUM

To: Park Board

From: Jennifer Schroder, CPRP
Director Parks and Community Services Director

Date: February 5, 2010

Subject: Presentation and Discussion with Kirkland Off-Leash Group (KDOG)

RECOMMENDATION:

That the Park Board receives a presentation from KDOG and has a discussion on criteria to site an off-leash area.

BACKGROUND DISCUSSION:

In 2008, KDOG submitted its application to form a 501(c)3 non-profit organization and received approval from the state on March 26, 2009. To date, 185 individuals have signed up to be involved in KDOG and they are willing and able to provide volunteers and financial support for an off-leash area.

KDOG entered into the record of City Council's February 2, 2010 meeting a petition with 648 signatures, either hardcopy or online, in support of an off-leash park in Kirkland.

KDOG has hosted several activities to raise funds for a future off-leash park and will again this year organize the "Go Dog! Go" event at Crestwoods Park on July 24th. Last year KDOG donated the net proceeds of \$3,000 to the City to fund dog waste bags in our parks.

At the City Council's January 19th meeting KDOG publicly asked the City Council to move forward with Resolution R-4478 to conduct a public hearing on an off-leash area. Council asked for a staff report summarizing the Park Board's work regarding an off-leash area and to discuss this subject with the Park Board at the April 6th Study Session.

Park Board Chair, Robert Kamuda, and Vice Chair, Sue Keller, invited KDOG President, Jean Guth and members of her leadership team to the Park Board's February 10th meeting.

For the Park Board's reading, attached is a letter from City of Renton regarding the success of its newly developed off-leash dog park.

Att.

Denis Law
Mayor

City of
Renton
Community Services - Terry Higashiyama, Administrator
Nationally Accredited Agency



January 26, 2010

Ms. Jennifer Schroder, CPRP
Director
Kirkland Parks & Community Services
505 Market Street, Suite #A
Kirkland, WA 98033

Dear Jennifer:

Jean Guth asked me to write to you about how successful our off-leash dog park has become, with the help of the local non-profit group, RUFF, (Renton's Unleashed Furry Friends).

In 2008, the Community Services Department established an Off-Leash Dog Area Task Force. Our first meeting was in March. The goal of the task force was to obtain as much knowledge from other current off-leash operations, with subsequent meetings focusing on gathering information on dog parks, featuring guest speakers, doing research on potential sites, rules and regulations, safety issues, budget and funding, parking, environmental issues, sanitation, etc.

Surveys were taken during our annual Renton River Days event at the local library and the Renton Community Center. The surveys also gave us a data base of potential volunteers.

A two-year temporary test site of approximately 4.5 acres was chosen. This site was approved in 2006 for athletic fields by City Council, but a lack of funding has indefinitely postponed its development. The site is owned by the City of Renton; it is near the Community Center and regional Cedar River Trail, has easy access and parking, and is not immediately adjacent to any neighborhoods. Design features include a kiosk with rules & regulations, a "shy or small dog" area of about 8,000 square feet, entry corral, perimeter fencing similar to Marymoor Dog Park, dog waste bag dispensers, trash receptacles, one accessible Sanican, simple wood benches and over 20 trees. Volunteers performed all the labor to install the facilities, and were organized by RUFF with help from the City.

The City Council identified a maximum of \$50,000 in the 2009 Capital Improvement Budget. The funding had to be matched by donations and sponsorships by RUFF, who needed to raise \$20,000 to begin construction. They raised that amount with two fundraisers and began construction within four months of commencing fundraising, and have raised nearly the entire \$50,000 since then.

Ms. Jennifer Schroder

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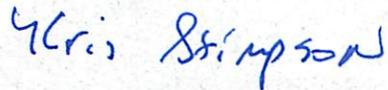
January 26, 2009

Staff meets with RUFF quarterly to address any concerns. We have a Memorandum of Understanding that designates maintenance responsibilities.

The enthusiasm and dedication from the community volunteers has been overwhelming. This was, and continues to be, an excellent example of a community working together with the City to fund and complete a very popular project during difficult budget times.

Please feel free to contact me if I can be of further assistance. I can be reached at 425-430-6713 or kstimpson@rentonwa.gov.

Sincerely,



Kris Stimpson
Recreation Manager

c: Terry Higashiyama, Community Services Administrator



CITY OF KIRKLAND

Department of Parks & Community Services

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MEMORANDUM

To: Park Board

From: Michael Cogle, Park Planning Manager

Date: April 3, 2009

Subject: PROS Plan Update

At the Board's February meeting, staff will provide the Board with the latest draft of the PROS Plan for review, with final review scheduled for March.



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MEMORANDUM

To: Park Board

From: Jennifer Schroder, Director of Parks and Community Services
Carrie Hite, Deputy Director of Parks and Community Services

Date: February 10, 2010

Subject: Kirkland Teen Union Building (KTUB) Operations

Recommendation:

Park Board review options for operating KTUB, provide staff input on options, and RFP process.

Background:

The Parks and Community Center Youth Services section and the Youth Council adopted a work plan item in 1995 to develop a teen center for Kirkland. After extensive work with the Park Board, City Council, and public, the decision was made to build the teen center in Peter Kirk Park. Additionally, staff researched options for the operations of the teen center, and it was decided to publish a request for proposal to determine interest and feasibility for third party operations. In June of 2001, the City of Kirkland opened the Kirkland Teen Union Building, and signed a ten year Use and Occupancy Agreement with Friends of Youth. At full term, this lease would expire on May 31, 2011. However, the termination clause allows either party to initiate an early termination of the lease. Friends of Youth opted to terminate early, and have given the required notice.

Friends of Youth has been an excellent partner, continuing to satisfy the scope of work, and often providing additional services to Kirkland youth. Their decision to terminate the agreement was based on redefining their mission, and concentrating on their core services. Friends of Youth intends to operate the KTUB until July 1, 2010. After this date, they would like to continue providing youth outreach services at the KTUB. These services provide case management for some of the most vulnerable, at risk for homeless youth in Kirkland.

The current scope of service includes:

- Staffing the Teen Center a minimum of 36 hours a week, 5 days a week
- Maintaining an Advisory Board of youth and adults
- Develop, promote, and implement a diverse array of programs that anticipate and meet the needs and interests of Kirkland teens.
- Develop and implement a comprehensive evaluation plan to assess the effectiveness of programs and operations.

Current City Resources for KTUB

Currently, the City allocates a total of \$220,120 to the operations of KTUB. This is divided among operations, facility, and services. The City funds Friends of Youth for the operations of the KTUB for \$160,000. In addition, the City spends \$32,689 for facility operations and maintenance and facility sinking fund charges. The City also funds \$27,431 to Youth Eastside Services to provide half time counseling services on-site at the KTUB through human services contract funding.

Options for Operation

Since July, staff have researched various options for operation of the KTUB. Attachment A outlines each option, some considerations, pros and cons, and budgetary information.

The options include:

1. Close KTUB.
2. RFP operations to a third party.
3. City assists in operations of KTUB for 1-3 years, contracting with current staff, while the current KTUB Director works to establish a 501c3 organization.
4. Discuss possibility with Friends of Youth to continue operations through May, 2011.
5. City operates KTUB.

If the City were to operate the KTUB, we would need to propose a balanced budget. To do this we would need to implement several strategies:

- Reallocate \$27,431 from the human services per capita fund to support youth development at the KTUB. Youth development includes providing opportunities for youth to be engaged, active, and part of their community, thus deterring them from mischief and crime. Currently, the city has a contract with Youth Eastside Services to provide counseling services for 15 hours per week at the KTUB. This is a great model, and has been successful for working with youth in crisis. Currently, Friends of Youth also offers crisis intervention services through their Outreach program, located at KTUB. Friends of Youth would like to remain on site, as the program is part of a larger program funded by a Federal homeless prevention grant. In addition, the city just completed a project to offer the Forbes house to Youth Eastside Services to provide expanded counseling for youth and families in Kirkland. We currently provide an additional \$30,000 to YES to provide this counseling for youth and families in Kirkland. We could certainly work with the KTUB staff and the Friends of Youth staff to refer youth to YES for further counseling if warranted.
- Currently, Friends of Youth raises \$30,000 annually in revenue from KTUB activities. Part of the budget proposal is to increase revenues by \$5000 to help balance the budget. This increase is very conservative; because of annexation, there is a need for more recreation program space to serve the increased need, thus increasing revenues. If we are able to program fitness and preschool programs during the daytime, before the KTUB opens at 3:00 p.m., there could be significant revenue potential.
- Part of the proposed budget uses existing funds that are currently used to support the KTUB, including Youth Services (\$100,000), Facilities (\$32,689), and Outside Agency ongoing funds (\$60,000). With the Human services funds, we currently have \$220,120 dedicated to KTUB operations.

- There would be some city overhead charges that need to be added, but these would not contribute to any new net increase, but would be reallocated.

In addition to proposing a balanced budget for operation of the KTUB, this model also has additional benefits. There may be less staff turnover, thus more stability and consistency in operations. The City can continue operations with a youth advisory board, and create more of a connection to the Youth Council. The City Youth Services could help promote and market KTUB, help with programming for the needs of youth. With annexation being implemented, taking over operations of this facility will add to the city's facility inventory, thus giving the city the opportunity to maximize the use of space, programming more services during the daytime hours when youth are still in school, and will help to meet the needs of the recreation goals for annexation.

City Council has guided staff to pursue options 2, 4, and 5 at this time. Staff will be seeking input from Park Board, Youth Council, and KTUB youth participants and advisory board to bring back a formal recommendation to City Council. City Council has also recommended issuing an RFP to determine if there are potential partners in the community that can operate the KTUB. The evaluation of the responses will be considered while analyzing options 2, 4, and 5.

Staff would like input from Park Board to determine any preferred option, questions, concerns, and input for the Request for Proposal.

In order to develop a balanced budget for operating the KTUB, we can implement several strategies:

- Reallocate \$27,431 from the human services per capita fund to support youth development at the KTUB. Youth development includes providing opportunities for youth to be engaged, active, and part of their community, thus deterring them from mischief and crime. Currently, the city has a contract with Youth Eastside Services to provide counseling services for 15 hours per week at the KTUB. This is a great model, and has been successful for working with youth in crisis. Currently, Friends of Youth also offers crisis intervention services through their Outreach program, located at KTUB. Friends of Youth would like to remain on site, as the program is part of a larger program funded by a Federal homeless prevention grant. In addition, the city just completed a project to offer the Forbes house to Youth Eastside Services to provide expanded counseling for youth and families in Kirkland. We currently provide an additional \$30,000 to YES to provide this counseling for youth and families in Kirkland. We could certainly work with the KTUB staff and the Friends of Youth staff to refer youth to YES for further counseling if warranted.
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Kirkland Teen Union Building Operations

Options	Questions/Considerations	Pros	Cons	Budget
1. Close KTUB	Impact to youth community? Impact to police interventions?	Save \$100,000 in Youth Services, \$60,000 in Outside agency ongoing funds, \$32,689 in facilities, \$27,431 in human services for a total of \$220,120 in budget. Free up facility for other use.	No youth center, opportunities, recreational space, gathering place, music, computers, etc. Possible increase in crime, loitering, youth mischief, etc.	Budget savings to the city of \$220,120 less the cost to mothball facility.
2. RFP to third party. Possibilities include Kirkland Boys and Girls club, YMCA. Continue to grant \$160,000. Continue to grant \$27,431 for counselor. Continue internal services funds of 32,689 for facility. Friends of Youth continue outreach program.	Are there other nonprofits that will emerge during the RFP process that have not been identified? Will the ones that emerge be able to offer the same level of service for this amount of funding?	Both potential partners are supported by national initiatives, larger organization, more infrastructure. Large scale organizations, experienced in fund development, and potential to bring existing partners to the operations. Fixed cost of \$220,120 for the City.	Mission based programming could be limiting. Will Kirkland youth have a voice? Will KTUB lose identity? Will there still be opportunity for youth decision making, self expression? Will KTUB continue to serve all youth, or only those that are members of the BGClub, YMCA? Not a seamless transition. FOY staff laid off, new agency will bring their staff, or hire back FOY staff. Is \$160,000 operational funds be enough to attract respondents, providing same service level?	Fixes cost at current level: \$220,120
3. City assists KTUB in operations for 1-3 years, while establishing a 501 c3. Contract with current Director and staff for services, assist in transitioning KTUB into a separate 501(c) 3.	What kind of assistance can we offer? Can we help them establish business relationships to help them fundraise, staff an advisory board? Would need to work through any Human resource issues in regards to contract staff.	Current director willing/able/interested, but limited experience in forming a nonprofit. Keeps local identity. Community could " own " it. This would be a fixed cost of \$220,120 for the city. If model doesn't work for some reason, still have the option to RFP after a year, or take over operations.	Takes time to establish strong board. Risk in fundraising: if it is not successful, who is going to bear the burden? Would this new nonprofit be competing for funds of existing nonprofits providing services to Kirkland citizens? Is it too difficult to start a new nonprofit in this economy?	Similar costs to city operational model for one year, with the goal of reducing costs to a fixed amount after 1-3 years (\$220,120).
4. Discuss possibility with Friends of Youth to operate to full term, giving economy time to recover, consider possibilities with 2011-12 biennial budget.	Friends of Youth has indicated that they would consider this option if the City of Kirkland would provide funding to fill their deficit on the KTUB.	Gives us time to ride out recession, there may be more options in the next 6 months to a year, other non profits may emerge that are more financially stable to start new operations.	Delay the inevitable? What if economy doesn't get better, we are still back to the same scenario.	Cost the city an additional \$30,000 through December 31, 2010(end of budget year). Cost the city an additional \$55,000 through May 31, 2011 (end of lease term).
5. City operates KTUB.	Budget concerns, there will be an increased expense from \$220,120. Can city operate within current funding?	More quality control, youth voice, empowerment model. Connection to KYC, possibly having them take more of a leadership role. Less time overseeing and forming partnership model. Lower staff turnover rate (there have been three directors in 9 years of operation). Infrastructure, facilities, can afford to keep it up better, help with the community relationship. Gives the City the opportunity to maximize the use of the facility, programming more services during the daytime hours when teens are in school. With Annexation, and space being scarce, this would add space to the city's inventory to increase services. Current recreation staff could program in KTUB for the morning, early afternoon hours.	Limited on what we can do as a government running? Not as many controversial issues? More expensive. Increased costs each year (i.e. salary, benefits, IT, etc). Redirecting human services per capita for Counseling to be used for youth development program. Youth development includes providing opportunities for youth to be engaged, active, and part of their community, thus deterring them from mischief and crime.	Cost of operations is higher than current allocation, but within the current funding proposal. Budget analysis provide on attached spreadsheet

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

To: Park Board

From: Michael Cogle, Park Planning Manager

Date: February 5, 2010

Subject: Capital Improvement Program (CIP) Update

The Parks' six-year CIP would normally undergo a complete update this year (for the upcoming 2011 – 2016) as part of the City's biannual budget process. However, due primarily to issues surrounding the upcoming annexation, the City will be treating this update period as more of a minor revision to the existing six-year CIP (see attached).

At the Board's February meeting, staff will discuss this year's CIP update process and timeline in more detail. We anticipate bringing a staff recommendation for a 2011 – 2016 CIP to the Board in March.

**City of Kirkland
Revised Preliminary 2009-2014 Capital Improvement Program**

PARK PROJECTS

Funded Projects:

Project Number	Project Title	Prior Year(s)	2009	2010	2011	2012	2013	2014	2009-2014 Total	Funding Source				
										Current Revenue	Reserve	Debt	External Source	
PK 0049	Open Space and Pk Land Acq Grant Match Program		100,000						100,000		100,000			
PK 0056	Forbes Lake Park Development	75,000		877,500					877,500	877,500				
PK 0066	Park Play Area Enhancements		100,000	100,000	50,000	100,000	100,000	50,000	500,000	500,000				
PK 0078 600	A.G. Bell Elementary Playfields Improvements						200,000		200,000	200,000				
PK 0078 800	International Comm. School Playfield Improvements					300,000			300,000	300,000				
PK 0087	Waverly Beach Park Renovation			75,000	957,600				1,032,600	1,032,600				
PK 0113	Spinney Homestead Park Renovation				50,000	690,500			740,500	740,500				
PK 0115*	Terrace Park Renovation						76,300	323,700	400,000	400,000				
PK 0119*	Juanita Beach Park Development	550,000	1,650,000				850,000	472,300	2,972,300	2,522,300			450,000	
PK 0121	Green Kirkland Forest Restoration Program		50,000	50,000	50,000	50,000	50,000	50,000	300,000	300,000				
PK 0124*	Snyder's Corner Park Site Development					75,000		425,000	500,000	500,000				
PK 0125	Dock Renovations	100,000			50,000				50,000	50,000				
PK 0131*	Park and Open Space Acquisition Program	835,000	118,000	118,000	118,000	118,000	118,000	118,000	708,000				708,000	
Total Funded Park Projects			1,560,000	2,018,000	1,220,500	1,275,600	1,333,500	1,394,300	1,439,000	8,680,900	7,422,900	100,000	0	1,158,000

Unfunded Projects:

Project Number	Project Title	Total
PK 0086	Totem Lake Neighborhood Park Acquisition & Development	2,500,000
PK 0095 100	Heritage Park Development - Phase III & IV	2,500,000
PK 0096	Ohde Avenue Park Development	250,000
PK 0097	Reservoir Park Renovation	500,000
PK 0099	N. Juanita (East) Neighborhood Park Acquisition/Development	2,500,000
PK 0100	N. Juanita (West) Neighborhood Park Acquisition/Development	2,500,000
PK 0101	N. Rose Hill Neighborhood Park Acquisition/Development (North)	2,500,000
PK 0102	N. Rose Hill Neighborhood Park Acquisition/Development (Central)	2,500,000
PK 0103	Market Neighborhood Park Acquisition/Development	3,500,000
PK 0108	McAuliffe Park Development	7,000,000
PK 0114	Mark Twain Park Renovation	750,000
PK 0116	Lee Johnson Field Artificial Turf Installation	1,500,000
PK 0117	Lake Avenue West Street End Park Enhancement	100,000
PK 0122 100	Community Recreation Facility Construction	42,000,000
PK 0126	Watershed Park Master Planning & Park Development	1,100,000
PK 0127	Kiwanis Park Master Planning & Park Development	1,100,000
PK 0128	Yarrow Bay Wetlands Master Planning & Park Development	1,600,000
PK 0129	Heronfield Wetlands Master Planning & Development	1,600,000
Total Unfunded Park Projects		76,000,000

Prior Year(s) Funding (Budget to Actuals):

Project Number	Project Title	Budget	Actual	Balance
PK 0056	Forbes Lake Park Development	75,000	23,457	51,543
PK 0119*	Juanita Beach Park Development	550,000	277,210	272,790
PK 0125	Dock Renovations	100,000	0	100,000
PK 0131*	Park and Open Space Acquisition Program	835,000	89,574	745,426
Total Prior Year(s) Funding (Budget to Actuals):		1,560,000	390,241	1,169,759

Notes

- * = Modification in timing and/or cost (see Project Modification/Deletion Schedule for greater detail)
- + = Moved from unfunded status to funded status
- " = Moved from funded status to unfunded status
- Shaded year(s) = Previous timing
- Bold italics = New projects

**CITY OF KIRKLAND****Department of Parks & Community Services**

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MEMORANDUM

To: Park Board

From: Cheryl Harmon, Administrative Assistant

Date: February 5, 2010

Subject: September Meeting Date

RECOMMENDATION:

Staff requests that the Park Board reschedule its September meeting.

BACKGROUND DISCUSSION:

As the Park Board normally meets on the second Wednesday of the month, it is requested that the Board select an alternate date for the meeting scheduled to occur on September 8, 2010. City operations will be closed on September 7, 2010, in observance of a cost-saving staff Furlough. Because of the Furlough day, City Council has chosen to move its September 7th Council Meeting to September 8th.

Staff recommends the Park Board reschedule its meeting to September 15, 2010.