



# KIRKLAND PARK BOARD

Date: February 8, 2012

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**  
No items
6. **PRESENTATIONS**  
No items
7. **COMMUNICATIONS** *15 minutes*
  - a. Correspondence
  - b. Staff Reports  
-February update
  - c. Committee Reports
  - d. Comments from the Chair
8. **UNFINISHED BUSINESS**
  - a. Park Funding Exploratory Committee *20 minutes*  
Topic: Receive update on Park Funding Exploratory Committee  
Action: Discussion only
9. **NEW BUSINESS**
  - a. Batting Cages *20 minutes*  
Topic: Receive request for placement of seasonal batting cages  
Action: Discussion only
  - b. Business Services 2011 Year-end Update and 2012 Activities *15 minutes*  
Topic: Receive update from Business Services division  
Action: Discussion only

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- c. Update to Parks, Recreation and Open Space (PROS) Plan *15 minutes*  
Topic: Receive presentation on update to City's PROS Plan  
Action: Discussion only

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

- 11. ADJOURNMENT** *Estimated meeting completion: 8:40 p.m.*  
Next meeting: March 14, 2012, 7:00 p.m., Council Chambers

# PARK BOARD MINUTES – January 11, 2012

## 1. CALL TO ORDER

The January Park Board regular meeting was called to order at 7:00 p.m. by Chair Sue Keller.

## 2. ROLL CALL

Members present: Chair Sue Keller, Vice Chair Shawn Fenn, Sue Contreras, Jennifer Davies, Amy Johnson, Ted Marx and Barbara Ramey.

Robert Kamuda, Shelley Kloba and Adam White were excused.

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

## 3. APPROVAL OF MINUTES

Ms. Davies and Ms. Ramey noted corrections. Ms. Davies moved to approve the December minutes as amended. Ms. Contreras seconded. Motion carried (7-0).

## 4. ITEMS FROM THE AUDIENCE

Ray Williams spoke against banning tobacco use in Kirkland Parks.

Jean Guth, President of Kirkland Dog Off-leash Group, invited the Board to the opening of Jasper's Dog Park on January 28<sup>th</sup>.

Mansoor Jaffrey, representing the Garden Gate Homes development, requested information about a development fee that was paid to the City with the intent of development of a park in that neighborhood. Staff proposed to meet with Mr. Jaffrey to discuss next steps.

## 5. REVIEW OF ACTION ITEMS

No items.

## 6. PRESENTATIONS

No items.

## 7. COMMUNICATIONS

### a. Correspondence

No items.

### b. Staff Reports

Ms. Schroder reported on winter quarter registration and the transfer of 132<sup>nd</sup> Square Park, answered questions about cooking classes, kids' triathlon and pea patches, and announced an upcoming Forterra volunteer event on February 11<sup>th</sup>.

Mr. Cogle answered questions about the upcoming Kirkland Youth Summit.

Ms. Murphy answered questions about marketing.

Ms. Schroder shared the legislative agendas of the City and of Washington Recreation & Parks Association. Ms. Keller and Ms. Kloba will attend WRPA's Legislative Action Day on January 25<sup>th</sup>.

c. Committee Reports

Ms. Davies announced the upcoming One-Night Count of the Homeless on the Eastside.

Ms. Ramey commented on participation on the Park Funding Exploratory Committee, Pee-Wee Basketball and blogging about family fitness.

Mr. Marx commented on Finn Hill Neighborhood Alliance retreat held at McAuliffe Park.

Ms. Johnson announced an upcoming park clean-up event being held by the Lake Washington High School Honors Society.

Ms. Contreras reported on the Polar Bear Plunge at Marina Park on New Year's Day and the South Rose Hill/Bridle Trails Neighborhood meeting.

Mr. Fenn commented on parks in Boston and New Hampshire recently visited.

d. Comments from the Chair

Ms. Keller commented on Polar Bear Plunge, community involvement, chairing the Board this year and youth basketball.

**8. UNFINISHED BUSINESS**

a. 2012 Work Plan

Mr. Cogle presented the unchanged draft of the 2012 Work Plan which was shared with Board at its December meeting. The Board completed an additional review of the Work Plan.

Mr. Fenn moved to adopt the proposed 2012 Work Plan as presented. Ms. Davies seconded. Motion carried (7-0).

b. Park Funding Exploratory Committee

Mr. Cogle provided a presentation given at the Park Funding Exploratory Committee's January 10<sup>th</sup> meeting on potential funding options available to the City which the Committee is to consider for a potential future ballot measure.

Mr. Cogle shared a preview of items to be discussed at the Committee's January 24<sup>th</sup> meeting as well as the potential project list given to the Committee for consideration.

Ms. Ramey offered comments on the Committee's work.

## **9. NEW BUSINESS**

### a. King County Library System Book Cover Posters

Ms. Schroder displayed proposed book cover posters for King County Library System's Take Time to Read campaign. The Board selected four book cover posters to be displayed at downtown Kirkland park locations.

## **10. MEETING EVALUATION**

"Good meeting."

"Very good meeting."

## **11. ADJOURNMENT**

Mr. Marx moved to adjourn. Ms. Ramey seconded. Motion carried (7-0).

Meeting adjourned at 8:39 p.m.

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Jennifer Schroder, Director  
Parks and Community Services

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Sue Keller, Chair  
Park Board



**CITY OF KIRKLAND**  
**Department of Parks & Community Services**  
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**To:** Park Board  
**From:** Jennifer Schroder, Director  
**Date:** February 3, 2012  
**Subject:** February Staff Update

## RECREATION DIVISION

### Recreation

- The January snow storm did impact many of our Recreation programs and classes. Each program area has reported out their impacts in this report.
- The Recreation Inclement Weather Policy, shown below, is published in our brochures and posted at all Recreation locations.

#### *Winter Inclement Weather Policy*



*The safety of program participants and staff is a prime consideration when determining if programs should be cancelled due to inclement weather. Park Department classes and programs are cancelled when the Lake Washington School District cancels. For information regarding evening or weekend cancellations, please call:*

*North Kirkland Community Center                      425.587.3350*  
*Peter Kirk Community Center                              425.587.3360*  
*Or our Recreation Hotline                                      425- 587-3335*

- It's a new year with new revenue comparison reports. Below is a comparison of January 2011 and 2012.

	JAN
2011	\$52,919
2012	\$46,685
variance	(\$6,233)

### North Kirkland Community Center

- The winter storm of 2012 created some challenges. Classes and programs were cancelled starting Tuesday afternoon January 17<sup>th</sup> through Friday the 20<sup>th</sup>. Staff has been busy coordinating and scheduling make-ups for the 70 missed programs! The school district closures will most likely impact the start of summer programs which includes the delayed start of summer camps. Additionally, the building sustained damage when large sections of a tree located next to the building came down during heavy snow, hitting the southeast corner of the building taking a portion of the gutter with it.
- The new double oven is installed in the McAuliffe Park kitchen. Thank you Rotary of Kirkland Downtown for your donation, Seattle Home Appliance for the great deal, and Scott Sevigny in Parks Maintenance for the installation and handiwork.

- Staff is still busy planning the spring/summer recreation guide. Many new programs will be introduced this time around. From Bollywood dancing and rhythmic gymnastics to chemistry camps and expanded cooking programs.

### **Youth Basketball/Aquatics**

- The snow storm affected many recreational programs including the cancellation of all youth basketball practices during the week of January 16<sup>th</sup>, games and Team Picture Day on January 21<sup>st</sup>, as well as PeeWee Basketball on January 21<sup>st</sup>. Make-up games have been added throughout the season and PeeWee has been extended one week to make up for the missed practice. Team Picture Day is rescheduled for February 11<sup>th</sup>. Program participants have been very flexible and accommodating to the scheduling updates.
- Youth Basketball season is going well with 43 teams practicing twice a week at local elementary schools and playing games at Kirkland and Kamiakin Junior High Schools on Saturdays through the middle of March.
- Pee Wee Basketball began January 28<sup>th</sup>, with over 65 participants ages 3-5 years old. Coaches will be teaching the fundamentals of the sport and on the final day of the season, players will use all skills learned to play in their first basketball game. This program, which takes place on Saturdays for six weeks, could be the first time these preschoolers take part in a team sport.
- Coordinating and planning for the 2012 Aquatics Season continues. The hiring process for 70 seasonal staff to operate Peter Kirk Pool, Houghton Beach, Waverly Beach, and summer aquatic courses will begin in February.
- With the community looking forward to summer, Peter Kirk Pool rental reservation requests have already been taken for a variety of events including 6<sup>th</sup> grade graduation parties for Peter Kirk, Lakeview and Mark Twain Elementary Schools. We look forward to celebrating a landmark accomplishment with our young citizens.

### **Sports and Fitness**

- The Move It! Fitness Pass is going strong with 170 people registered after the first three weeks. This number is in-line with our participation last winter. We cancelled classes for the week of January 16<sup>th</sup> in response to the snow storm, but we have fully recovered and classes and attendance are back to normal. We have also hired a new on-call certified fitness instructor, Marianne Taylor, who will be visiting our classes to introduce herself and shadow instructors.
- The dodgeball league began January 25<sup>th</sup> with seven excited and energized teams ready to compete! This winter season we have a good variety of new and returning teams which will add to the fun and hopefully carry over into the spring season.
- The women's and co-ed "C" divisions of our volleyball program are in full swing playing their second match of the season this week. The co-ed upper and lower divisions will begin their seasons tonight at Kamiakin Jr. High and BEST High School. This winter season we have a total of 40 teams competing, eight in each division.
- We are currently working on preparing and marketing for our upcoming spring season sports, especially our Pee Wee soccer league and our softball league. We are working with the multimedia division to create new, flashy posters and flyers to help spread the word in the community.

### **Peter Kirk Community Center**

- The Peter Kirk Community Center had fun on January 26<sup>th</sup> at the annual Beat the Winter Blues Bingo and Pizza. The prizes were sponsored by Visiting Angels, who will also sponsor our annual Bunco tournament in March.
- PKCC is happy to report that the Northshore Senior Center has been operating the senior daily transportation program for one year now. The program has been very successful and we are happy to be continuing this partnership for the next year. Transportation is offered Monday-Friday to City residents, new riders must be ACCESS eligible.
- The snow in January also affected the Peter Kirk Community Center, where classes, services and van transportation were cancelled for three days. The Center was open with limited staff for those that wanted to brave the elements.

## **COMMUNITY SERVICES DIVISION**

### **Human Services**

- The 32nd annual One Night Count of homeless people in King County took place in the early hours of January 27<sup>th</sup>. This annual count happens throughout King County and the nation on the same night. Three Kirkland teams braved the cold to canvass the community, including the recently annexed areas. The total unsheltered homeless count for the Eastside was 138 people. This is a 6% increase when comparing 2012 count total to 2011 total count. In all of King County volunteers counted 2,594 men, women and children with no shelter, a small increase over those found without shelter last year.
- Two Eastside Winter Shelters are open every night through March 15<sup>th</sup>. Both shelters are located in Bellevue.
  - Shelter for Men: The men's shelter is located at St. Peter's United Methodist Church. Trained staff from Congregations for the Homeless oversees the operations of this shelter.
  - Shelter for Women and Families with Children: The shelter is located at the Salvation Army. Trained staff from The Sophia Way oversees the operations of this shelter.
- Funding for these shelters has been a collaborative effort among the cities of Kirkland, Bellevue, and Redmond, Congregations for the Homeless, The Sophia Way, Union Gospel Mission, Vet's Edge, United Way and many other community partners.
- Additional shelter options are also available:
  - Youth Overnight Shelter: Sunday through Thursday nights, Friends of Youth in collaboration with the Bellevue Family YMCA provide The Landing, an overnight shelter for homeless young adults, ages 18-24. Lake Washington United Methodist Church is open as an overnight shelter on Friday and Saturday nights when the Landing is closed.
  - Safe Parking Program: The program provides a safe place for families and single women who are homeless with no place to stay except in their vehicles. Parking is allowed between 9pm and 8am each day.
  - Tent City 4: Started in 2004, Tent City 4 (TC4) operates mainly on the East Side of Lake Washington. In January, TC4 moved to Kirkland's Holy Spirit Lutheran Church and will remain there until late April. Tent cities serve as a safe transitional home for those who want to stay off the streets and pursue a more stable life.
- The local organization Friends of Youth is sponsoring a community meeting and conversation about the issue of youth homelessness in our community. The event will be held on February 16<sup>th</sup> at Grace Lutheran Church in Bellevue.
- The Human Services Funding Collaborative (HSFC) includes 18 cities in North, East and South King County. Every two years, the HSFC opens a time-limited application process for funds granted to local human service agencies. Agencies who are seeking funds from any of the 18 HSFC cities for 2013-2014 are invited to attend a Funders Workshop. City staff will be available to explain their jurisdiction's process for allocating funding and provide technical assistance with preparing and submitting the new online application. The City of Kirkland will host a workshop on March 7, from 11-1pm. In 2011-2012, Kirkland allocated a total of approximately \$1.1 million in grants to local agencies.

### **Youth Services**

- Kirkland Youth Council continues to plan for the 2012 Youth Summit scheduled for March 29<sup>th</sup>. Some of the topic areas that will be discussed include: transition to 4-year high schools, digital footprints, planning for higher education, and how to get involved with Kirkland.
- Members of the Youth Council have begun work on their next installment of We've Got Issues. The focus of this program will be teen parties.
- On February 4<sup>th</sup> members of the Youth Council will be holding a pet food and toy drive at Denny's Pet World in Totem Lake's Upper Mall. All items collected will benefit Homeward Pets.
- Ten respondents participated in January's Teen Traffic Court.

- 15 members of the Youth Council served as the review committee for the winter 2012 mini grant review. Eight applications were submitted with a total of \$4,420 requested. The review committee awarded at least partial funding to six programs for a total of \$2,700.

## **MAINTENANCE DIVISION**

- Thus far, 99 requests for league use of City and District fields have been received for spring and summer. These applications were considered in January through the field allocations process. Almost everyone has received some time, somewhere. At this point applications that trickle in for one time uses here or there may be able to be considered, but for the most part, the fields are very booked.
- Use should begin the latter half of February with tryouts scheduled here and there. Practices should begin for many the week of February 27<sup>th</sup> at almost every location. Lee Johnson will formally kick off in March. Spring is just around the corner!!

### **Community Gardening/Pea Patch**

- Registrations are almost complete! At this point 85% are returning and another 15% have a week to reregister. At this time approximately 30 people are on the waiting list. A meeting with all registered participants is scheduled for February 16<sup>th</sup>. The meeting is an opportunity for gardeners to meet their plot neighbors, meet staff, and a chance to go over program guidelines. Gardening will begin March 1<sup>st</sup>.

### **Donations**

- Ravi Vedula donated a table in honor of her mother, Swarajya Lakshmi Vedula, at Marsh Park. We thank Ms. Vedula for her donation.

### **Volunteers**

- UW Student, Edwin Choi, on his winter break donated several days of his time off to work with our crew. He did a great job. We appreciate him volunteering with us!
- In an effort to earn her Gold Award, Girl Scout Aisha Paterra and her fellow troop members, dedicated several hours hard work in the cold and wet month of January at Watershed Park. Ms. Paterra led the group (with our staff) in an effort to assist with trail maintenance. Thank you Scout Aisha and thank you to your troop!

### **Notes from the Field**

- Would like to introduce our new groundsperson, Evan Mowry. Evan was a seasonal this past year and before that worked for the Seattle Seahawks. He has a two-year degree in turf management from Walla Walla Community College and a four-year degree in Parks & Recreation from Central Washington University. Through our panel process of hiring, Evan came out as our #1 candidate. We look forward to having Evan on the team!
- The snow and ice combination was hard on a lot of amenities throughout our parks system. Staff continues to work on clean-up from the storm. Copious amounts of limbs were lost, a few trees fell, and some sections of fencing were destroyed by both falling limbs and vehicle collisions. Staff continues to work on addressing the storm-related issues.
- In its first week of existence, Jasper's Park is proving to be a really appreciated community asset. Staff has personally talked with several dog owners on-site that are overly appreciative of the opportunity. It's great to see and hear patrons enjoying the site!!!

## **GREEN KIRKLAND PARTNERSHIP**

- A summary of total Green Kirkland Partnership volunteer activity for 2011 includes:
  - Total number of participation volunteers: 1,779 (1,711 event volunteers + 68 ongoing park/office volunteers)
  - Total number of volunteer hours: 8,365 (5,089 event + 3,276 ongoing hours)
  - Total value of volunteer hours: \$180,851.00
  - Total number of native plants planted (including trees): 7,346
  - Total number of acres in restoration (including all park areas tracked): 38

- Total number of events: 87
- In 2012, Green Kirkland Steward Karen Story and her volunteer group continue to work on Wednesday mornings at Cotton Hill Park.
- Green Kirkland Steward Nona Ganz and her volunteer group continue to lead regular Thursday afternoon work parties at Juanita Bay Park.
- The 2009 class of Native Plant Stewards are leading work parties at Juanita Bay Park the last Saturday morning of each month.
- Pearl Jam is funding forest restoration on eight acres at Crestwoods Park. Under supervision by Forterra (formerly known as Cascade Land Conservancy), Washington Conservation Corps has cleared invasive blackberry plants from 6.5 forested acres at Crestwoods Park in readiness for the planting event scheduled for February 11<sup>th</sup>. We're expecting a large turnout of Pearl Jam fans to volunteer that day. Pearl Jam music will be played (not live!), and the band has donated prizes for volunteers.
- December, 2011 was a relatively quiet month. The following table summarizes Green Kirkland Partnership events and other activities conducted by volunteers in December. It includes field and administrative volunteers as well as event volunteers.

### Volunteers

Date	Park/Work	Group Name	Youth	Adult	Total	Hours	Dollar Equivalent <sup>1</sup>
12/7	Cotton Hill Park	Green Kirkland Steward		4	4	8	172.96
12/28	Cotton Hill Park	Green Kirkland Steward		3	3	3	64.86
Ongoing	Administration		1	5	6	36.4	786.97
Ongoing	Field Work			12	12	54	1167.48
						<b>101.4</b>	<b>\$2,192.27</b>

<sup>1</sup> Dollar Equivalent = Hours x 21.62

- Upcoming events for volunteers from the general public:
  - Saturday, February 11<sup>th</sup> at Crestwoods Park, 10 am to 2 pm, Forterra Pearl Jam Project. Sign up online at [www.forterra.org](http://www.forterra.org). Contact Andrea Mojzak, [amozjak@forterra.org](mailto:amozjak@forterra.org).
  - Saturday, March 17<sup>th</sup> at Carillon Woods, 9 am to 12 pm. Sign up online at [www.earthcorps.org](http://www.earthcorps.org). Contact Chris LaPointe, [chris@earthcorps.org](mailto:chris@earthcorps.org)
  - Saturday, April 21<sup>st</sup> is Earth Day at Juanita Bay Park, 9 am to 12 pm. Sign up online at [www.earthcorps.org](http://www.earthcorps.org). Contact Chris LaPointe, [chris@earthcorps.org](mailto:chris@earthcorps.org)
  - Saturday, May 19<sup>th</sup> at Kiwanis Park, 9 am to 12 pm. Sign up online at [www.earthcorps.org](http://www.earthcorps.org). Contact Chris LaPointe, [chris@earthcorps.org](mailto:chris@earthcorps.org)



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## MEMORANDUM

**To:** Park Board

**From:** Michael Cogle, Deputy Director

**Date:** December 9, 2011

**Subject:** Park Funding Exploratory Committee Update

### **RECOMMENDATION:**

That the Park Board receive an update on the progress of the Park Funding Exploratory Committee.

### **BACKGROUND DISCUSSION:**

The Park Funding Exploratory Committee (PFEC) is a City Council-appointed group of citizens asked to consider and make recommendations regarding funding to help meet the capital, maintenance, and operational needs of the City's park, open space and recreation system. The Committee is comprised of nearly 50 citizens representing a broad array of key community stakeholders and is chaired by City Councilmember Amy Walen. The Park Board is represented on the Committee by Bob Kamuda and Barbara Ramey.

At the Board's February 8<sup>th</sup> meeting, staff would like an opportunity to update the Board on the following items:

- Progress of Committee work to-date;
- Review of potential funding scenarios;
- Anticipated timeline for completing Phase 1 of the Committee's work including presenting preliminary conclusions and recommendations to the Council for consideration. **Please note that the PFEC report is now scheduled to be presented to the City Council on March 6<sup>th</sup>.**

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

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**MEMORANDUM**

**To:** Park Board

**From:** Jason Filan, Parks Operations Manager

**Date:** February 1, 2012

**Subject:** Kirkland American Little League Batting Cage Proposal

**Recommendation**

That the Park Board receives a request to place a seasonal batting cage at Everest Park.

**Background**

Kirkland American Little League (KALL) is requesting the placement of a seasonal batting cage at Everest Park. Currently, the park does not contain such an amenity. KALL is willing to incur the cost of building, maintaining and taking the cages up and down each year.

KALL President, John Rudolph, and City staff have met on-site to discuss the proposal. An under-utilized portion of the park between "A" field and "B" field has been identified as the most desirable location for functionality and use. Slides are attached illustrating the proposed location of the batting cage.

The proposed location is outside the sensitive-area buffer and would include removing some invasive blackberry and holly. Additionally, one cedar would require trimming of the lower limbs to accommodate the structure. City staff would assist in any site prep needed.

Att.

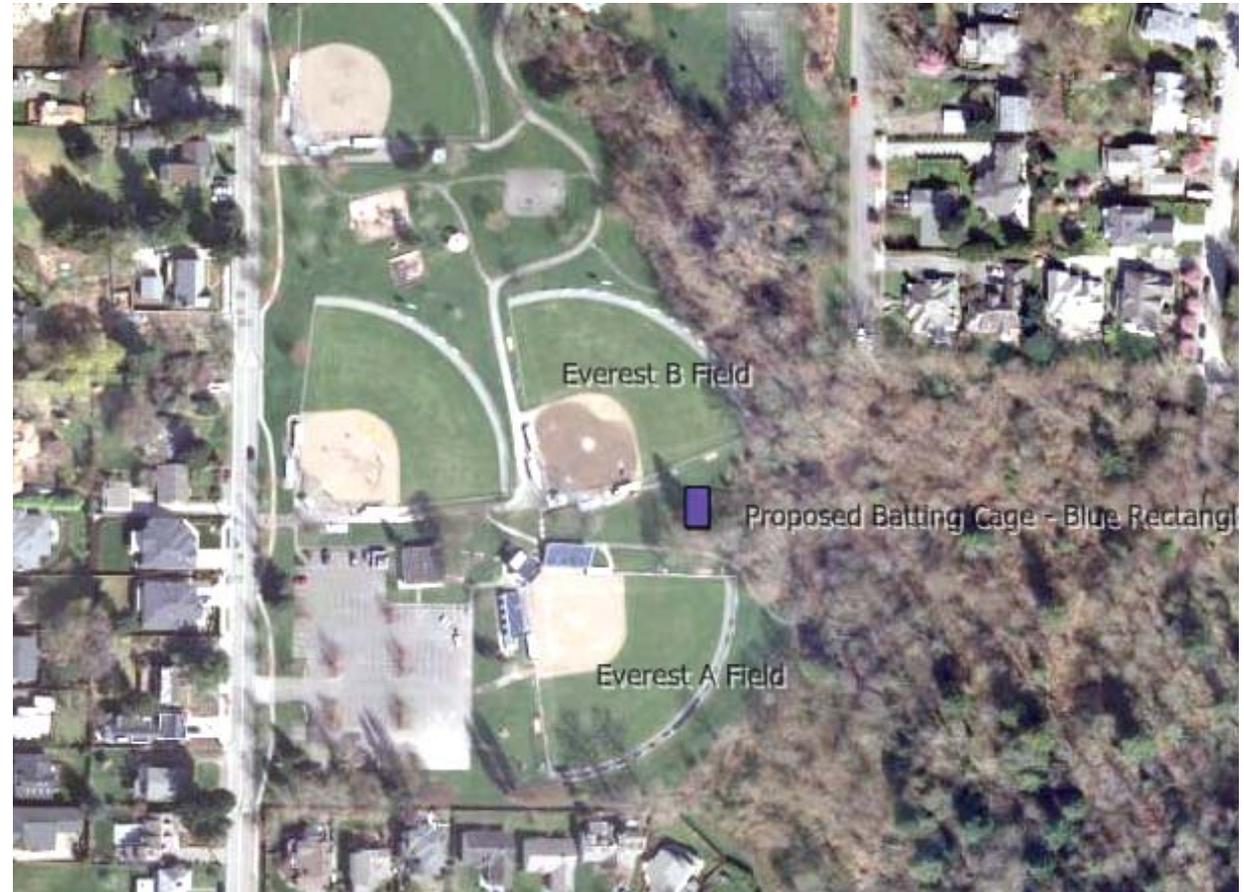
# Everest Batting Cage Proposal



**KIRKLAND AMERICAN LITTLE LEAGUE**



Location of proposed  
batting cage



**Everest Park**



**Looking south from B field**



**Looking east from A field**



**Looking east between fields A & B**



**Example of batting cage style**



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## **MEMORANDUM**

**To:** Park Board

**From:** Mike Metteer, Business Services Program Manager

**Date:** February 3, 2012

**Subject:** Business Services 2011 Year End Update and 2012 Activities

## **RECOMMENDATION**

That the Park Board receive an update on the Department's Business Services Division activities.

## **BACKGROUND**

The Business Services Division of Parks and Community Services began in January, 2006. The division's purpose is to centralize the management of all park concessions and rentals, develop and implement business partnerships, and seek out new revenue opportunities within the department.

## **2011 YEAR END REVIEW**

### **Kirkland Baseball Concessions Agreements**

Business Services was charged with the task of developing concession agreements between the City and two baseball groups in Kirkland: Kirkland Baseball Commission (KBC) and Kirkland American Little League (KALL), each of which had used City concession facilities (Peter Kirk Park and Everest Park, respectively) without formal agreements in place for a number of years. New agreements now formalize our relationship and provide revenue for the City to support these facilities.

### **Food & Beverage Concessions**

Revenues from food & beverage concessions increased significantly in 2011 despite poor spring and early summer weather conditions and Juanita Beach being under construction. Revenue increased from \$7,250 in 2010 to \$18,920 in 2011.

### **Recreational Concessions**

Business Services sets up concessions agreements for vendors offering recreational activities or experiences. An RFP is posted each year encouraging vendors to clearly show that they are qualified to provide recreational opportunities (boot camp, sailing, biking, etc) to those visiting Kirkland parks. Activities in 2011 included:

1) Water Activities:

- Sail Sand Point offers a wide range of youth sailing classes during the summer at Marina Park. Kids as young as 6 years old have the opportunity to practice boating safety skills at all times and become familiar with boating terminology. Lessons include a variety of on the water skills and activities as well as on shore activities such as boat preparation and knot-tying and other necessary skills to rig and sail the various types of boats.
- Seattle Water Sports provides the boat, driver and all the equipment needed for a day on the lake or just a quick pull in the morning. Wakeboard lessons, water-ski lessons, wake surf lessons and barefoot lessons are available at the Marina. Highly trained instructors are available to those interested in learning something new or improving their skills to a whole new level.
- This past summer well over 2,000 people tried Stand Up Paddle-boarding (SUP) in Kirkland. With a little balance the sport is easy to learn and have a high success rate. In addition to regular SUP, our vendor at Marina Park, Northwest Paddle Surfers also offered SUP combined with mix of Yoga, Strength-Training & Pilates, supplementing a core and balance challenge to their personal strength and conditioning routine.

2) Outdoor Fitness:

- Raise the Bar's purpose is to create opportunities for fun and personal accomplishment for those that take on the wonderful world of triathlon. Over 40 people participated in weekly summer training programs were offered at Waverly Beach this past summer.
- Get Fit Outside offered an experience and a whole new attitude toward fitness through Boot Camp style classes, outdoors, at Marina Park and along the Waterfront.

3) Events:

- Beginning in 2008, the responsibility of Special Events permitting was added to the Business Services Division. Business Services is responsible for all event application and permit review; coordinating the special events team; organizing promotional activities and programs; banner permitting; film permitting and neighborhood block party permitting. Events were added to Business Services to ensure cost recovery coordinating methods within events were included when possible.
- New community events in 2011 included:
  - Captain Jacks 8K Run at Juanita Beach. For those who may be harbouring an inner secret or not-so-secrete desire to don a tri corner hat, fake missing appendages, and ridiculous manners of speech, all in the name channelling their inner pirate. This 8k race helped combat the negative image of pirates with the fine citizens of Kirkland, and more importantly, to raise money to pillage and destroy lymphoma and leukaemia.
  - Cruise In and Dance. This event was added as part of the Kirkland Classic Car Show this past year. This Saturday night event took place at Marina Park with a free car show for the first 145 hot rods and classic cars and activities for children and the rock band, 24 Hr Diesel.
  - Sending Hope Overseas to Every Sole Walk. This non-profit organization was established to aid those trapped in poverty in a tangible way--by sending shoes. The walk takes place in October and walks from Marina Park to Carillon point and back.

4) Juanita Friday Market:

- It has been the mission of the Juanita Friday Market (JFM) to provide a venue in the heart of Juanita that will become a permanent addition to the community and serve as a magnet for community activities, providing fresh produce, flowers, good food and fun.

The JFM had hoped to go back to its original location in the park, but with the construction at Juanita Beach, it needed to remain in front of the Forbes House for one more summer. But even with this minor inconvenience, the Market continues to flourish and draw in a large crowd each week.

5) Go Dog, Go!

- Business Services organized this annual event offering a variety of activities and educational information for dogs and their owners. This “canine festival” event was held in July at Juanita Beach.

**2011 REVENUES**

	<u>Estimated</u>	<u>Actual</u>
<b>Concessions</b>		
• Food & Beverage Concession	\$6,000	\$14,379
• Recreation Experience -	\$1,000	\$9,736
• KBC/KALL -	<u>\$10,000</u>	<u>\$4,542</u>
TOTAL	\$17,000	\$28,659

**Events**

• Special Events Permits	\$7,000	\$12,009
• Special Event Services	\$10,000	\$10,800
• Market Registration Fees	\$1,750	\$1,985
• Market Stall Fees	\$25,000	\$22,733
• Go Dog, Go	<u>\$0</u>	<u>\$10,902</u>
TOTAL	\$43,750	\$58,429

**Marina**

• Moorage	\$100,000	\$113,209
• Boat Launch	<u>\$35,000</u>	<u>\$29,162</u>
TOTAL	\$135,000	\$142,371

**Other**

• Kiwanis	\$0	\$1,000
• Plaza Lift Station	\$3,000	\$2,750
• Gardens at Juanita Bay	\$0	\$500
• Advertising	<u>\$10,000</u>	<u>\$9,290</u>
TOTAL	\$13,000	\$13,540

**COMPARISONS**

	<u>2009</u>	<u>2010</u>	<u>2011</u>	<u>3yr Average</u>
Concessions	\$5,998	\$7,111	\$28,659	\$13,923
Event Permits	\$8,755	\$8,181	\$12,009	\$9,648
Event Services	\$9,004	\$12,192	\$10,800	\$10,665
Marina	\$91,264	\$89,583	\$113,540	\$98,129
Boat Launch	\$36,078	\$31,433	\$29,162	\$32,224
Friday Juanita Market	\$26,775	\$21,167	\$22,733	\$23,558
Registration Fees	\$2,246	\$1,750	\$1,985	\$1,994
Advertising	\$9,400	\$10,096	\$9,290	\$9,595

## **NEW FOR 2012**

### Boat Launch Card Access System

There are eight boat ramps on Lake Washington: Renton, Bellevue, Kenmore, Mercer Island, Seattle (3) and Kirkland. To access the Kirkland boat ramp, boaters are required to purchase an access card to launch. The access card is needed to lower the bollard in the middle of the ramp, thus allowing access to the lake. While the program has been very successful, there have been issues with the computer software program which operates the access cards. Parks staff will be working with the staff from Information Technology (IT) department to convert the access system over to a newer user-friendly program during the month of February

### Juanita Beach SUP and Concessions

Northwest Paddle Surfers will be offering SUP and kayak services/programs including rentals, lessons, clinics, races, SUP yoga, kids activities, and group events as well as the selling of pre-packaged food and beverages in the existing bathhouse at Juanita Beach.

### 132<sup>nd</sup> Square Park

With annexation came an additional for parks. One of the parks is 132nd Square Park which offers visitors playing fields, picnic facilities and restrooms and may be an option for added park concessions.

### Application for Private Fitness Class in Kirkland Parks

Business Services staff is developing an application for those you looking to conduct a fitness class or some other small class in the outdoor setting of a Kirkland park. There are boot camps, art classes and dog training private programs taking place from time to time in Kirkland parks. The goal is to develop an easy program that will encourage people to register their programs and abide by park rules and ordinances pertaining to conducting business in a Kirkland park.

### 2012 New Events:

- For those seeking an alternative to Seattle for St. Patrick's Day, Kirkland is planning to bring out the Irish in you with a fun, new event: The Kirkland Shamrock Run (KSR), a 5k fun run along the beautiful shores of Lake Washington. The KSR is being organized by Kirkland residents and local businesses including Market Neighborhood Association Chair Michelle Sailor, The Wilde Rover, Lake Washington Physical Therapy, Everyday Athlete, Banner Bank, BTO Multisports and Kirkland Views. Proceeds from this event will support the Summer Concert Series, 4th of July Parade and Fireworks, flowerpots, and other downtown Kirkland activities.
- Planning for Kirkland Summer-Fest 2012 is well underway with events celebrating the arts, music and food of the Northwest during the second weekend in August.
- Electric Radio Controlled Unlimited (ERCU) the pre-eminent radio controlled hydroplane club, in the Pacific Northwest is scheduling their "Gold Cup" tournament to be held at Juanita Beach Park, September 15<sup>th</sup> & 16<sup>th</sup>.

Staff will be prepared to discuss the activities of the Business Services Division with the Board and answer questions at the February Board meeting.

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

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**MEMORANDUM**

**To:** Park Board

**From:** Michael Cogle, Deputy Director

**Date:** February 3, 2012

**Subject:** Update to Kirkland's Parks, Recreation, and Open Space (PROS) Plan

**Recommendation**

That the Park Board receive a presentation outlining the steps involved in updated the City's PROS Plan.

**Background**

This year we will be updating our Parks, Recreation, and Open Space (PROS) Plan. The PROS Plan will guide our community's efforts in the provision of parks and recreation services and facilities in the future. The following steps are anticipated:

**Step 1: Consider Goals and Overall Planning Framework**

Parks, recreation, and open space planning should be closely integrated with other plan elements and planning efforts. This integration ensures that policies and implementation measures work in concert toward achieving the community's vision. It is particularly important that the land area needs and capital facilities needs identified in the PROS Plan be incorporated into the Land Use and Capital Facilities elements of Kirkland's Comprehensive Plan.

Parks, recreation, and open space objectives will more likely be implemented and will be eligible for funding authorized by the State's Growth Management Act (such as Impact Fees) only when addressed in the capital facilities plan. In addition, our planning efforts should be responsive to the planning efforts of others, such as King County, neighboring jurisdictions, state agencies, the School District, and the efforts of private organizations.

**Step 2: Initiate Community Visioning and Ongoing Citizen Participation**

The update to the PROS Plan should include extensive public participation in the process. Participation and outreach will include:

- City website.
- Public workshops and meetings.
- City Cable TV Channel.
- Surveys or interviews (formal or informal).
- Round table discussions or focus groups.

### **Step 3: Inventory Existing Conditions, Trends, and Resources / Identify Problems and Opportunities**

Developing a good understanding of our existing conditions, trends, problems, and opportunities will be important to a successful PROS Plan. An inventory of existing facilities will be conducted, with information gathered about park and facility type, total acres or square footage, developed and undeveloped acres, location, and type and number of recreational facilities. Schools should also be noted. Private resources that provide recreation and open space, such as health or fitness clubs, Boys and Girls Club, etc., should also be noted.

### **Step 4: Develop Goals and Priorities**

Goals, policies, and objectives form the heart of the Parks, Recreation, and Open Space Plan.

### **Step 5: Enlist the Support of Other Local Groups, Jurisdictions, and Departments**

A partial list would include the Lake Washington School District, youth sports groups, Boys and Girls Club, business organizations, neighborhoods, etc. Cooperative efforts can potentially allow the provision of a greater range of specialized park and recreation services such as community centers or playfields for a variety of sports.

### **Step 6: Assess Parks/Open Space/Recreation Needs and Demand**

Aspects of this step typically include:

- Reviewing our adopted Level of service (LOS) standards;
- Conducting user participation and demand surveys;
- Projecting population growth;
- Reviewing demographic trends;
- Recognizing local, state, and national trends in recreation participation;

### **Step 7: Prepare the Parks, Recreation, and Open Space Plan**

Some of the components of our final PROS Plan will include:

- Goals and Philosophy
- Major Issues and Opportunities
- Capital Improvement Project Recommendations
- Inventory, Classifications, and Standards
- Demographic Information

### **Step 8: Adopt the Plan**

The updated PROS Plan will need to be approved by the City Council. As well, the adopted Plan will need to be reviewed and approved by the State Recreation and Conservation Office (RCO) in order for Kirkland to continue to be eligible for State grant funding for park projects.

Staff looks forward to discussing with the Board the upcoming process and timeline for the PROS Plan update.