



KIRKLAND PARK BOARD

Date: March 9, 2011

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*
February Park Board Meeting Minutes
4. **ITEMS FROM THE AUDIENCE** *5 minutes*
5. **REVIEW OF ACTION ITEMS**
No items
6. **PRESENTATIONS** *15 minutes*
Officer Ishmael's report on crime trends in Kirkland parks
7. **COMMUNICATIONS** *10 minutes*
 - a. Correspondence
 - b. Staff Reports
-March update
 - c. Committee Reports
 - d. Comments from the Chair
8. **UNFINISHED BUSINESS**
 - a. **Totem Lake Action Plan** *20 minutes*
Topic: Review recommended tasks for Totem Lake Action Plan
Action: Approve memorandum to City Council
 - b. **Concessions at Juanita Beach** *10 minutes*
Topic: Update on RFP process for a concessionaire at Juanita Beach
Action: Discussion only
9. **NEW BUSINESS**
 - a. **Parks CIP Fund Repurposing** *30 minutes*
Topic: Discuss possible repurposing of Parks CIP funds
Action: Develop recommendation

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b. Annexation Update *20 minutes*
Topic: Receive update on Annexation activities
Action: Determine Park Board participation in celebration events

c. Tobacco-Free Parks Plan *15 minutes*
Topic: Receive report on draft Tobacco-Free Parks Plan project
Action: Discussion only

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

11. **ADJOURNMENT**

Next meeting: April 13, 2011, 7:00 p.m., Council Chambers.

Estimated Meeting Completion: 9:15 p.m.

PARK BOARD MINUTES – February 9, 2011

1. CALL TO ORDER

The February 9, 2011 Park Board regular meeting was called to order at 7:01 p.m. by Chair Robert Kamuda.

2. ROLL CALL

Members present: Chair Robert Kamuda, Vice Chair Sue Keller, Sue Contreras, Jennifer Davies, Shawn Fenn, Shelley Kloba, Maggie Lehr and Ted Marx.

John Smiley arrived at 7:02 p.m.

Barbara Ramey was excused.

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

3. APPROVAL OF MINUTES

Ms. Keller moved to approve the November minutes as presented. Ms. Davies seconded. Motion carried (9-0).

4. ITEMS FROM THE AUDIENCE

Mansoor Jafry, of the Garden Gate Community, requested information regarding potential development of the park site within this neighborhood, known as the North Juanita Open Space Tract. Mr. Cogle provided additional information about this park site.

5. REVIEW OF ACTION ITEMS

No items.

6. PRESENTATIONS

No items

7. COMMUNICATIONS

a. Correspondence

The Parking Advisory Board requested a Park Board representative to a downtown parking stakeholder meeting to be held in February. Ms. Contreras volunteered to attend this meeting.

Mr. Kamuda announced the Grand Opening celebration of the Kirkland Transit Center on February 25th.

b. Staff Reports

Ms. Schroder answered questions related to the facility rental revenue and the City's sign ordinance as it relates to the reader board at North Kirkland Community Center.

Ms. Murphy answered a question related to the closure of the Woodinville Community Center.

c. Committee Reports

Mr. Marx discussed annexation issues in the Finn Hill area.

Ms. Lehr attended Rotary Club meetings where she answered questions related to the development at Forbes Lake Park.

Ms. Kloba attended the Lakeview Neighborhood meeting and spoke regarding the association's concern about low meeting attendance.

Ms. Davies attended the Norkirk Neighborhood meeting. The meeting was also attended by Lake Washington School District Superintendent Dr. Chip Kimball, who spoke about swimming pools, and Kirkland City Manager Kurt Triplett, who discussed the City's Workplan. Further discussion was had regarding Totem Lake and the Eastside Rail Corridor.

Ms. Keller attended the Highlands Neighborhood meeting where future redevelopment of Spinney Homestead Park was discussed. Ms. Keller also reported on the Day of Service volunteer event at Cotton Hill Park.

d. Comments from the Chair

Mr. Kamuda thanked the Board for re-electing him and Ms. Keller to the positions of Chair and Vice Chair.

8. UNFINISHED BUSINESS

a. Eastside Rail Corridor

Mr. Cogle introduced Mr. Godfrey, Public Works Department, and Sandy Singdahl of the Transportation Commission who sought feedback and answered questions from the Board regarding the City's draft interest statement of the Eastside Rail Corridor.

9. NEW BUSINESS

a. Lakeview Neighborhood Plan

Mr. Cogle introduced Janice Coogan, Planning & Community Development Department, who presented the draft Lakeview Neighborhood Plan which was recently updated, and sought feedback from the Board on the portions specifically related to parks within that neighborhood.

b. Totem Lake Action Plan

Mr. Cogle introduced Ellen Miller-Wolfe, City Manager's Office, who discussed the Totem Lake Action Plan and sought input from the Board on park-related implementation strategies.

c. Legislative Update

Ms. Schroder updated the Board on the Washington Recreation and Park Association's Legislative training and lobby session held in Olympia in January which was also attended by Ms. Kloba and Ms. Ramey.

d. Juanita Beach Concessions

Mr. Metteer presented information on the Request for Proposals (RFP) soliciting interest in operating concessions at Juanita Beach Park.

Mr. Marx and Mr. Smiley volunteered to sit on the panel to interview the potential concessionaires.

10. MEETING EVALUATION

"In depth"

"Busy"

11. ADJOURNMENT

Ms. Davies moved to adjourn. Mr. Smiley seconded. Motion carried (9-0).

Meeting adjourned at 9:17 p.m.

Jennifer Schroder
Parks and Community Services

Robert Kamuda Chair
Park Board



CITY OF KIRKLAND
 Department of Parks & Community Services
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www.ci.kirkland.wa.us

To: Park Board
From: Jennifer Schroder, Director
Date: March 4, 2011
Subject: March Staff Report

DIRECTOR'S REPORT

- The sign at North Kirkland Community Center was a topic of discussion at the March 1st City Council Meeting. Council requested staff prepare an interim ordinance that would leave the NKCC emergency sign in place and at this time only use the reader board portion for city emergency messages. This summer, Council is scheduled to complete a full review of the City's sign ordinance.
- An update on the current legislative session will be provided at the Board's March 9th meeting.
- Following Carrie Hite's departure to the City of Edmonds, the department has had an opportunity to reconfigure some job responsibilities. Michael Cogle has been appointed as Interim Deputy Director and will oversee the functions of Business Services, Human Services and Youth Services, as well as Park Planning & Development. Future project oversight will likely be performed under contract for the duration of the specific project. Additionally, supervision of Peter Kirk Community Center has been added to Linda Murphy's Recreation Manager plate.

COMMUNITY SERVICES DIVISION

Park Planning & Development

- Current construction activities at Juanita Beach include beachfront promenade construction, installation of parking lot base material, electrical work, paving of park pathways, landscaping and irrigation. We continue to work closely with the contractor to ensure project completion. Their current schedule shows substantial completion by the end of May.

Business Services

- The Annual Kirkland American Little League Parade will take place on Saturday, March 19th. At 10:00 a.m., players will walk from Marina Park, up Central Way to Lee Johnson Field at Peter Kirk Park where the Opening Ceremony will be held. Although the league is reporting lower registration this season, over 550 players and coaches are expected to walk in the parade. Add to that parents and siblings, it's going to be quite a party! Stop by and help us cheer on the kids for another great season.

Youth Services

- The inaugural Kirkland Bully Slam was held on February 4th at the Kirkland Performance Center. This event features various forms of artwork from Kirkland students grades 1-12.
- Kirkland Chamber of Commerce and the Lake Washington School District held its annual Youth Leadership event on February 8th. The event began at City Hall with Deputy Mayor Sweet speaking to about 50 11th and 12th grade students from Kirkland High Schools. The students then traveled to the Woodmark Hotel for the Chamber Luncheon. Youth Council mini-grant funds helped pay for the transportation costs for this event.
- Work continues on the latest We've Got Issues focusing on distracted driving.
- Planning is well underway for the 2011 Bluefish Block Party on June 11th.
- The Youth Services Coordinator attended a workshop on self-harm on February 19th.

RECREATION DIVISION

Recreation

- The spring/summer brochure has been delivered to the printer. The brochure will be mailed out on March 18th to 38,000 homes and business in the 98033 and 98034 ZIP codes with registration beginning on March 21st. A full three months is consumed in the planning, contract negotiating and preparation it takes to bring a semi-annual brochure to fruition.
- Due to the department reconfiguration, Linda Murphy, our Recreation Manager, is pleased to now be working with the Peter Kirk Community Center staff and taking on the additional responsibility of providing recreational opportunities for our customers at PKCC.
- A snapshot of the first two months of revenue shows we are behind 2010 by \$11,777:



	JAN	FEB	YTD
2010	\$57,789	\$32,799	\$90,588
2011	\$52,919	\$25,892	\$78,811
variance	(\$4,870)	(\$6,907)	(\$11,777)

North Kirkland Community Center

- NKCC is happy to announce that Ford Hyundai of Kirkland has agreed to help sponsor the Box Car Drive In event on April 16th. Their sponsorship enabled us to rent the Disney movie Cars for the event.
- Preparations for the new Counselor-in-Training program are underway. Staff is planning a five hour training that will be held on May 21st at McAuliffe Park for 13-16 year olds interested in learning the ins and outs of being a camp counselor. Training includes indoor and outdoor games, arts and crafts projects, camp songs, safety and effective communication. Upon completion of the training, each participant will sign up to assist in a minimum of one week of our summer day camp program.
- We have opened up the positions of day camp leaders and directors. A total of 40 applicants have applied thus far and we are currently in the process of screening and setting up interviews to find qualified and energetic staff to oversee our summer camps.
- Following Lake Washington School District's Inclement Weather Policy, and for the safety of our participants, NKCC was impacted by two full days of cancelled classes during February's snow event.

Youth Basketball/Aquatics

- Pee Wee Basketball had a successful season with 50 little athletes, ages 3-5 years old, participating in the program. Pee Wee Basketball participants were taught the basics of basketball such as dribbling, passing, and teamwork through age-appropriate drills and games.
- Youth Basketball is wrapping up a successful season with only two more weeks of games and practices at schools in the community. Over 400 youth, grades 3-6, participated in the program this year learning and developing basketball skills from over 80 volunteer coaches who put in over 1,200 hours throughout the season making this program possible.
- Summer is around the corner and Aquatics planning continues. The process of hiring 60 seasonal employees to staff Houghton Beach, Waverly Beach, and the Peter Kirk Pool has begun. The pool opens June 6th with a variety of programs including Swim Lessons, Friday Family Fun Nights and the addition of Family Swim on Tuesday and Thursday evenings.

Sports and Fitness

- The winter volleyball leagues have been running smoothly despite weather cancellations. To accommodate the missed matches, we have extended some divisions by one week to ensure all guaranteed matches will be played. BEST High School and Kamiakin Jr. High have been very accommodating and a pleasure to work with during the rescheduling process.

- The Move It! program boasts 183 registered participants, 40 more students than last winter! We are confident that this great turnout will carry-over to our spring session. During this next season, we will be evaluating the program in its entirety and will research the possibility of adding another fitness offering to the lineup.
- Recruiting for our adult spring sports league is starting out well. Both women's divisions of volleyball are full and half of the co-ed divisions are as well. We are also seeing steady registration numbers for our spring softball program which begins in late April. We will be doing some additional promotion to notify the community.
- The planning has begun for our new spring and summer programs: Pee Wee Soccer and our "U Pitch" Kickball League. Pee Wee soccer has not been offered in the spring before but we hope that the success of the fall program will carry over to this new season. The kickball league is a brand new, strictly social program focused on FUN and is slated to operate mid-summer for six weeks.
- The City continues to have a wonderful partnership with Marceil Whitney who owns and operates Tennis Outreach Program and Teenie Tennis. Marceil will be offering Tennis Outreach Program for 5 to 6 year olds this spring. Children will have fun and build confidence and skills within their tennis game in an indoor facility.

Peter Kirk Community Center

- PKCC is excited to be working with Diamond Plate Dog Company to offer dog training for owners with a busy lifestyle in the evenings and on weekend starting in April.
- PKCC staff is busy planning for the launch into our 8th year of fun walking opportunities with the Kirkland Steppers. Fairwinds-Redmond will once again be our major sponsor providing our "Kick Off" breakfast, "Finish Line" luncheon and spectacular giveaways. We are in the process of asking local merchants to help sponsor a walk by offering discounts or giveaways. Our goal is to have a sponsor for every Tuesday walk.

PARK MAINTENANCE DIVISION

Notes from the field

- King County Library Poster Boards went up in late February at Marina Park, Peter Kirk Pool, KTUB, and PKCC. The program is aimed at promoting reading and the 4' x 6' boards, which display book covers selected by the Park Board, are all really cool looking. They will be up for the next three months.
- Weather is making the new playground installation at Peter Kirk Park challenging. Staff is persevering but the cold, wet weather has been making progress slow.
- McAuliffe Park's "Carriage House," the small brick bungalow, is receiving some needed repairs this month: new carpet throughout, vinyl flooring in the kitchen, structural electrical repairs and a good thorough cleaning. The new renters are scheduled to move in March 10th.
- Is it acceptable to question the reliability of Punxsutawney Phil? We at the shop think he had it totally *wrong* this year.

Athletic Fields

- Tryouts have been happening all over the place. Teams have been formed and ball is ready to be played! Practices have started everywhere – Juanita Beach, Crestwoods, Highlands, Spinney, Terrace, Everest – City park fields and District fields alike. The Lake Washington High School Jamboree kicks off the formal season at Lee Johnson on March 12th. Kirkland American Little League follows with their annual Parade and Jamboree on March 19th. Kirkland Baseball Commission will host their Jamboree on March 20th. Then we're off to a full season!!

Donations

- Agnes Anstett donated a bench in memory of her husband, Dewey Anstett, at Lake Avenue West Park. Thank you to the Anstett family for their generosity.

Volunteers

- A handful of Lake Washington High School seniors have provided several hours each of community service maintaining trails at Watershed Park. Thank you, Kangs! You did a great job.
- A big thank you to Tom and Christine Kracht, volunteers at Brookhaven Park. You are doing beautifully!
- Parks Volunteer extraordinaire, Stu Clarke, led a group of volunteers on February 12th at Cotton Hill Park. Thank you to Stu and his fantastic helpers!
- Don Marshall of Lake Washington Technical College and 32 of his students worked side-by-side with Parks Groundsperson Ken Bolser on February 16th. The City received 82.5 hours of volunteer assistance that day at McAuliffe Park. Their expert hands handled lots of pruning. Thank you LWTC!!
- February 16th was a busy one in the land of volunteers. Christine Heric of Christ Church Academy organized a group of 3rd and 4th grade students, who provided two hours each of weeding, picking up litter, etc. Thank you, as always, to Christ Church!!

Pea Patch/Community Garden Program

- The Annual Pea Patch/Community Garden Kick-Off meeting was held February 23rd. Despite the snowy evening, three people were able to attend.
- Requests were made for topsoil, a location to lock up leasers' tools at McAuliffe (where vandalism has been a problem in the past) and a message board at McAuliffe. McAuliffe leasers also wanted to pass on their compliments to the Girl Scout whose improvements at McAuliffe have gone very well noticed.

GREEN KIRKLAND PARTNERSHIP

- Our Green Kirkland data totals for 2010 have been calculated and they exceeded our expectations! Numbers reflect a tremendous collaborative effort involving leadership by Green Kirkland Stewards, Administration Volunteers, Parks Maintenance, Public Works and EarthCorps. However, our resources are strained to the maximum and we cannot support all the demands and interest for volunteer restoration activities. Here are our total numbers for 2010:
 - Number of events: 78
 - Total number of volunteer hours: 10,207
 - Number of event hours: 6,814.65
 - Number of ongoing hours (field work and administration): 3,392
 - Number of volunteers: 2,228
 - Number of native plants planted: 3,267 plants
 - Acres in restoration: 30.01 acres
- Our restoration leaders work with several partners and sponsors. We thank all groups and individuals who have helped make our program a success. Green Kirkland partners have a working relationship with us and they have compatible values, goals, and mutual benefits. Partners in 2010 included:
 - Cascade Land Conservancy
 - City of Kirkland
 - Central Houghton Neighborhood Association
 - EarthCorps
 - Eastside Preparatory School
 - Friends of Kiwanis Park
 - Highlands Neighborhood Association
 - Houghton Parks Volunteers
 - Juanita Bay Native Plant Stewards
 - Juanita Bay Park Volunteers
 - King Conservation District
 - Kirkland Community Wildlife Habitat Team
 - Market Neighborhood Association
 - McAuliffe Park Native Plant Nursery volunteer group
 - National Wildlife Federation
 - Northwest Parks Foundation
 - United Way of King County
 - UW Restoration Ecology Network (UW-REN) Program
 - Washington Native Plant Society
- Green Kirkland Sponsors provide financial, in-kind, or other type of support. Sponsors in 2010 included:
 - Alliance for Community Trees (ACT): t-shirts
 - Cascade Land Conservancy: Day of Caring; event publicity

- Chris Lonowski: \$100 for trees
- EarthCorps: free crew days at Juanita Bay Park and a foundation donation
- Friends of Kiwanis Park: refreshments and plants
- Juanita Starbucks: coffee
- King Conservation District: grant
- Kirkland Views: event publicity and follow-up articles
- Kiwanis Sunrisers: \$1,000 for native trees and plants at Kiwanis Park
- Kiwanis Sunrisers: snacks and coffee
- Kris Rooke: photography
- Marcellina Tylee: photography
- Marilee Henry: herbaceous native plants for enhancing species diversity
- Puget Sound Energy: Arbor Day tree and plaque
- Village Mart on Juanita Drive: provided sodas and snacks
- Washington Native Plant Society: native plants
- Waste Management: lunches for Day of Caring and waste removal
- Upcoming event for volunteers from the general public:
 - Saturday, March 5th at Cotton Hill Park, 9:00am to 11:30 am. Contact Karen Story karen@tinyisland.com
 - Saturday, March 19th at Cotton Hill Park, 9:00am to noon. Sign up at www.earthcorps.org. Contact Chris LaPointe chris@earthcorps.org
 - Saturday, April 9th at Kiwanis Park, 9:00am to noon. Contact Carol Lee Power, 425-828-4220 carolleepower@yahoo.com
 - Saturday, April 23rd, Earth Day at Juanita Bay Park, 9:00am to noon. Sign up at www.earthcorps.org. Contact Chris LaPointe chris@earthcorps.org



CITY OF KIRKLAND
Department of Parks & Community Services
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MEMORANDUM

To: Park Board

From: Michael Cogle, Interim Deputy Director

Date: March 3, 2011

Subject: Totem Lake Action Plan Items

RECOMMENDATION:

That the Park Board review and approve the attached memorandum to the City Council outlining recommended tasks to respond to the Totem Lake Action Plan.

BACKGROUND DISCUSSION:

At your February meeting the Board was briefed by City Economic Development Manager Ellen Miller-Wolfe on the City Council's adopted action plan for Totem Lake (see attachment). The City Council has directed all City departments to reprioritize work plans and tasks so as to place a high priority on revitalizing Totem Lake. As a result of this discussion the staff and Board identified five specific tasks which should be undertaken to support the action plan. The attached memorandum identifies those recommended tasks.

The City Council will be reviewing proposed implementation strategies for the Totem Lake Action Plan at their annual retreat, scheduled for March 21st and March 22nd at Heritage Hall.

Attachments:

Totem Lake Neighborhood Map
Totem Lake Action Plan
Draft Memo to Council



CITY OF KIRKLAND
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MEMORANDUM

To: Kurt Triplett, City Manager
From: Ellen Miller-Wolfe, Economic Development Manager
Date: November 30, 2010
Subject: Totem Lake Preliminary Action Plan

RECOMMENDATION:

Council approves a resolution to adopt a Preliminary Action Plan for the Totem Lake Business District, and directs staff to continue work on immediate actions to promote and revitalize the district, and to return in March, 2011 with revised department work plans that focus on Totem Lake implementation strategies and actions.

BACKGROUND DISCUSSION:

On September 16, 2010 the Totem Lake Symposium brought together the City Council, industry experts and Totem Lake business and neighborhood stakeholders to discuss catalysts needed to stimulate revitalization of Totem Lake. Key suggestions included:

- Improve transportation systems and connectivity
- Provide flexible market-driven zoning
- Revise permitting to incentivize development by removing regulatory barriers and fees
- Create a sense of place with neighborhood amenities
- Demonstrate Council and staff support for redevelopment efforts
- Promote what's positive about Totem Lake and City efforts to improve it

Staff returned to Council on October 5, 2010 for a Totem Lake Symposium debrief and received support from Council to return with more detailed plans for moving forward on a Totem Lake Initiative.

SUMMARY:

The enclosed resolution and preliminary action plan describe staff work to date to move the Totem Lake Initiative forward together with steps that will be taken upon Council action to revise 2011-12 department work plans to incorporate a significant focus on revitalizing the Totem Lake district.

RESOLUTION R-4856

A RESOLUTION OF THE CITY OF KIRKLAND RELATING TO THE ADOPTION OF A PRELIMINARY ACTION PLAN FOR THE TOTEM LAKE BUSINESS DISTRICT

WHEREAS, the City sponsored a Totem Lake Symposium on September 16, 2010 to receive input from developers, financiers, commercial brokers, architects, Totem Lake property owners, tenants and neighborhood representatives to solicit their input on what should be done to revitalize Totem Lake; and

WHEREAS, among the suggestions expressed by Symposium attendees were to evaluate zoning and permitting changes, seek infrastructure funding from external sources, enhance and add amenities to create a sense of place, and improve connectivity for vehicles and pedestrians; and

WHEREAS, the City Council received an update on October 5, 2010, that included a recital of findings from the symposium, a draft action plan and next steps; and

WHEREAS, City staff has since incorporated Council suggestions and staff recommendations into a Preliminary Action Plan for the Totem Lake Business District; and

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Kirkland as follows:

Section 1. The City Council hereby adopts a Preliminary Action Plan for the Totem Lake Business District, attached as Exhibit A, based on the findings from the Totem Lake Symposium and authorizes City staff to proceed with its implementation.

Section 2. The City Council will incorporate projects in the 2011-2016 Capital Improvements Plan (CIP) that create opportunities in the Totem Lake Business District to solve storm water problems, improve transportation flow and provide public amenities. One such project shall be the potential acquisition of the portion of the Eastside Rail Corridor within the City of Kirkland. The Eastside Rail Corridor may provide storm water and mass transit solutions, as well as a potential regional recreational trail to the Totem Lake Business District.

Section 3. City staff shall complete the review of all suggestions received at the Totem Lake Symposium, categorize them into immediate, short, medium and long term actions, and establish points of accountability for each suggestion by December 31, 2010.

Section 4. The City Manager shall request that all pertinent City departments revise their 2011 work plans to reflect a focus on the revitalization of Totem Lake and report on work plan revisions to the City Council in March of 2011. The Preliminary Action Plan and Symposium suggestions shall be the initial basis for revised work plans.

Section 5. City staff shall establish a quarterly newsletter to all interested parties and the public detailing efforts related to revitalizing Totem Lake. The initial newsletter shall be distributed by December 15, 2010.

PASSED by majority vote of the Kirkland City Council in open meeting this ____ day of _____, 20__.

SIGNED IN AUTHENTICATION thereof this ____ day of _____, 20__.

Mayor

Attest:

City Clerk

Approved as to Form:

City Attorney

Preliminary Totem Lake Action Plan

Symposium Issues	Action (City Response)			Responsibility	Comments
	Immediate	Short Term 2011-12	Mid-Long Term 2013-20		
Planning					
Reconsider zoning. Make more flexible or market-driven. Consider incentive-based, form-based and other zoning models.		<p>Verify specific concerns regarding current zoning (e.g. all usable uses) with developers.</p> <p>Evaluate potential code amendments that don't require comprehensive plan amendments.</p> <p>Identify prospective development sites, analyze current incentives, and explore additional ones.</p> <p>Identify plan amendments.</p> <p>Consider more flexible Comp Plan Amendment process.</p> <p>Consider special call for amendments to TL Plan.</p>		Planning Department	
Create shared parking option	Available. Need to promote through quarterly reports and other vehicles.			Planning Department; City Manager's Office	
Open space (Totem Lake Mall)	Already incorporated in mall plan. Need to inform.			Planning Department; City Manager's Office	
Diversify Uses (TLM)	Most uses allowed. Need to inform.			Planning Department; City Manager's Office	

Preliminary Totem Lake Action Plan

Symposium Issues	Action (City Response)			Responsibility	Comments
	Immediate	Short Term 2011-12	Mid-Long Term 2013-20		
Sense of Place					
Prepare walking plan for TL Neighborhood.	Accomplished –Promote through Feet First Map and/or other resources.			City Manager’s Office	
Provide amenities such as parks.		Inventory existing park sites and suggest additions if appropriate. Reprioritize CIP Real Estate Excise Tax and Surface Water Management funding.		Public Works Department; Parks Department; Economic Development Program; Planning Department; Parking Advisory Board	
Promote Totem Lake as viable neighborhood and business address.	Track business openings in Totem Lake. In progress, first of four quarterly updates of Totem Lake activity. Create blog/website content about new businesses and projects in Totem Lake and distribute to media.	Rebrand Kirkland as “open for business” in Promotional materials. Prepare marketing materials for Totem Lake opportunities and distribute through developer networks, trade organizations, broker networks, etc. Promote neighborhood awareness of Totem Lake Initiatives.		Economic Development Program; Economic Development Committee; Development Services Team; City Manager’s Office Duncan Milloy, Business Retention Consultant	
Dog Park	In progress. Report out.			City Manager’s Office	
Public Safety Building	In progress. Report out.			Public Works Department; City Manager’s Office	

Preliminary Totem Lake Action Plan

Symposium Issues	Action (City Response)			Responsibility	Comments
	Immediate	Short Term 2011-12	Mid-Long Term 2013-20		
Transportation					
Increase roadway capacity (e.g. reinstate grid, frontage roads, connections over I-405) and provide multi modal options (e.g. BNSF RR).	Create line item in CIP for RR acquisition. Implement the Totem Lake GTEC Plan to reduce drive-alone trips and encourage multi modal transportation through the Totem Lake Green Trip Program, an incentive program for employees, residents and employers. Already captured in Totem Lake Mall Project.	Identify system gaps with transportation staff and Transportation Commission. Evaluate potential for reprioritizing Capital Improvement Program. Identify and pursue new funding sources for transportation.		Public Works Department	
Provide additional access and egress to I-405.		Advocate for moving I-405 access projects forward		Public Works Department; Grant Committee; Legislative Committee	
Reconfigure 120th.	Already captured in Totem Lake Mall project.	Evaluate building ahead of mall development.		Public Works Department; Planning Department	
Take actions to reduce confusion such as renaming streets.		Evaluate, review with Transportation Commission and report out.		Public Works Department; Planning Department	Outreach to Neighborhood
Drainage/Flood Relief					
Reduce frequency and severity of flooding of roads and property adjacent to Totem Lake.		Pursue King County Flood Control Zone District funding and reprioritize CIP to develop and construct a solution.		Public Works Department	

Preliminary Totem Lake Action Plan

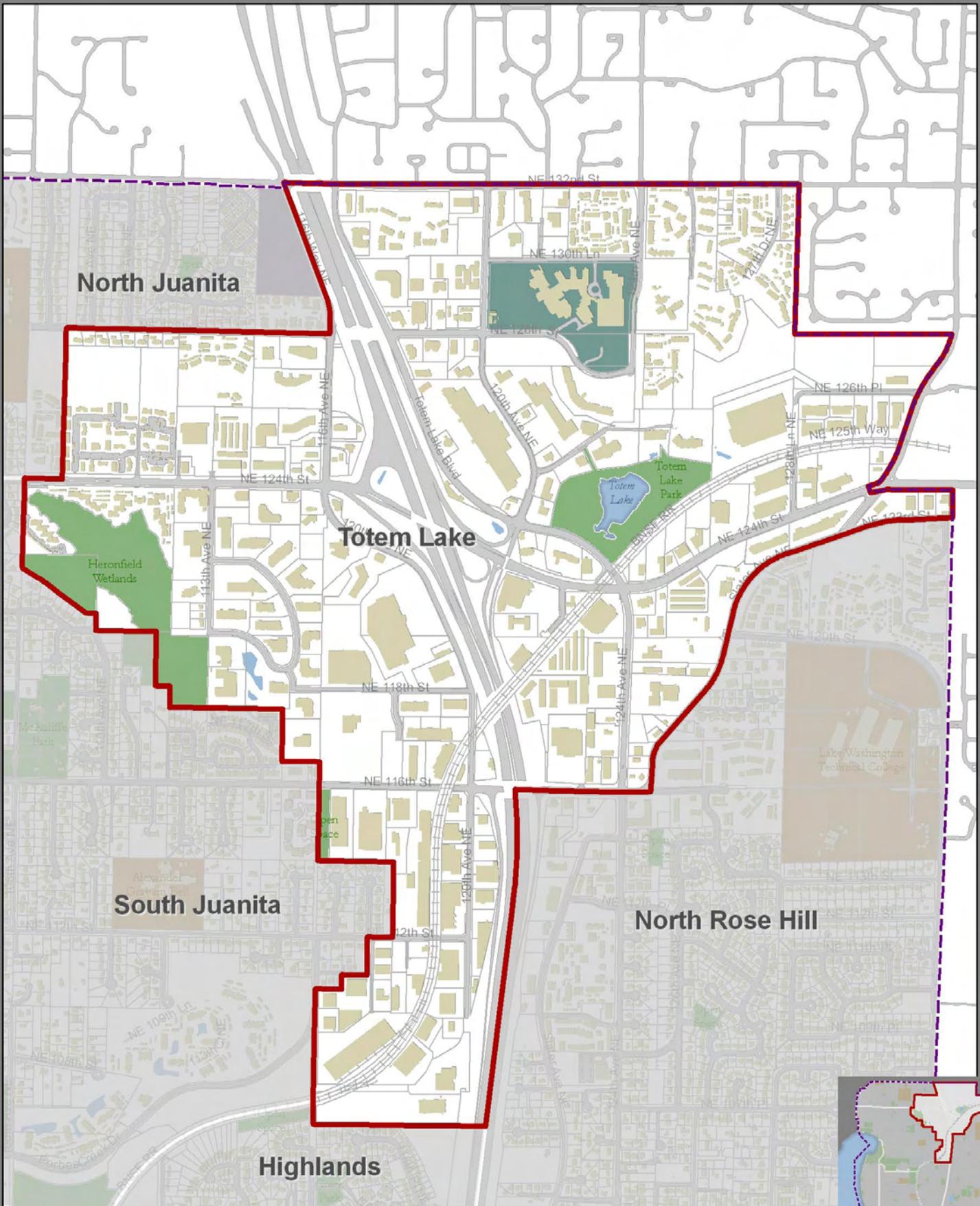
Symposium Issues	Action (City Response)			Responsibility	Comments
	Immediate	Short Term 2011-12	Mid-Long Term 2013-20		
Economic Development/ Customer Service					
<p>Be more aggressive in regard to economic development. Compete with other cities.</p> <p>Adopt a more proactive stance to permitting of projects.</p>		<p>Review program comparison with other cities. Suggest enhancements, new strategies.</p> <p>Consider retaining marketing consultant to assist with messages and communications.</p> <p>Prepare marketing materials for Totem Lake opportunities and distribute through developer networks, trade organizations, broker networks, etc.</p>		<p>Economic Development Program; Economic Development Committee; Development Services Team; City Manager's Office</p>	
Permitting					
<p>Provide faster, easier permitting (e.g. "Red carpet service").</p>		<p>Evaluate options for simplifying permits and improving service.</p> <p>Identify and evaluate options with developer focus group.</p> <p>Create an overlay in Totem Lake to pilot new faster easier permitting process (e.g. consider giving Totem Lake projects review priority over other projects.)</p>		<p>Development Services Team</p> <p>Development Services Team</p>	

Preliminary Totem Lake Action Plan

Symposium Issues	Action (City Response)			Responsibility	Comments
	Immediate	Short Term 2011-12	Mid-Long Term 2013-20		
Incentives					
<p>Offer incentives to catalyze development.</p> <p>Reduce taxes and upfront fees.</p> <p>Provide tax exemptions.</p> <p>Make development more affordable by relieving developers of costs (especially up-front costs).</p>	<p>Add desirable incentives (e.g. TIF) to Legislative agenda.</p>	<p>Evaluate actions that have been proposed (purchase of land; building of common parking garage; added density; enterprise zone). Seek input on most useful incentives from developer focus group.</p> <p>Evaluate.</p> <p>Completed for housing. Report out.</p> <p>Consider planned action EIS to relieve individual projects of SEPA requirement.</p> <p>Explore changes to critical area requirements.</p> <p>Explore extension of Single Family pilot procedures to commercial projects allowing payment of impact fees at escrow or certificate of occupancy.</p>		<p>Economic Development Program Planning Department</p> <p>Legislative Committee</p> <p>Planning Department, City Manager's Office</p> <p>Development Services Team; Planning Department</p> <p>Development Services Team; Economic Development Committee</p>	

Preliminary Totem Lake Action Plan

Symposium Issues	Action (City Response)			Responsibility	Comments
	Immediate	Short Term 2011-12	Mid-Long Term 2013-20		
<i>Incentives, continued</i>					
Reduce costs of surface water portion of development requirements.		<p>Explore reducing impact fees if multi-modal efforts are demonstrated.</p> <p>Provide input to Ecology and/or legislature regarding NPDES Municipal Storm water Permit requirements.</p> <p>Develop regional-scale plan for surface water management including potential fee-in-lieu or mitigation banking for surface water impact mitigation.</p>		<p>Public Works Department</p> <p>Public Works Department</p>	



DRAFT



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: City Council
From: Robert Kamuda, Chair, Park Board
Date: March 10, 2011
Subject: Totem Lake Action Plan

The Park Board has been working with staff to respond to City Council R-4856, directing City departments to establish work programs which reflect a focus on the revitalization of the Totem Lake area. Here are our recommendations:

✓ **Develop a park master plan for the Totem Lake park property.**

Description: Working in conjunction with the property owner, King Conservation District, develop an overall plan for park and recreation improvements to the Totem Lake property, such as trails, interpretive elements, entry features, picnicking, parking, and habitat restoration. Consider additional land acquisition and/or partnerships with neighboring properties to support the park and create a greater sense of place within the community. Explore the merits of transfer/acquisition of Totem Lake from the Conservation District. The park plan should be informed by and should respond to the City's flood control study for the area which is currently underway. Master plan process would incorporate public participation strategies, such as visioning workshops, surveys, etc.

Funding: It is estimated that a master plan process would cost \$75,000 - \$100,000. The Park Board is prepared to recommend options for repurposing funds from the existing CIP to support this project.

Timeline: Hire consultant team and begin master planning process during the 3rd quarter of 2011. Staff estimates that development of the park master plan can be completed by the end of 2012.

✓ **Plan for pedestrian and biking trail linkages to the Eastside Rail Corridor.**

Description: The Park Board supports the draft City of Kirkland Eastside Rail Corridor Interest Statement, which in part encourages linkages to the Totem Lake Urban Center. Along with Public Works and Planning, the Parks and Community Services Department may have a role in

helping to realize this goal. Given the Corridor's adjacency to Totem Lake, future park planning for Totem Lake Park should incorporate conceptual ideas for trail spurs, connections, wayfinding signage, and other features to support and encourage this connection.

Funding: No recommendation. Some planning tasks can be incorporated into master planning for Totem Lake Park.

Timeline: Planning can be at least partially incorporated into the master planning for Totem Lake Park as described previously. Future tasks contingent upon possible acquisition by the City, upon final determination on how the corridor will be used (in both the short and long term), and future actual Corridor development.

- ✓ **Consider zoning regulations which encourage private development to provide additional greenspace, outdoor public gathering places, and neighborhood recreation amenities.**

Description: As a Board, we recognize that acquisition of public park land within the Totem Lake Urban Center area could be problematic due to availability and cost. While the redevelopment plan for the Totem Lake Malls property provides a good framework and starting point, we recommend, as further large-scale redevelopment occurs within and adjacent to the Urban Center, that the City Council consider zoning regulations which encourage greenspace, public gathering places, and recreation amenities for visitors and nearby residents (such as children's play areas, picnicking, perhaps even small playfields).

Funding and Timeline: No recommendation. Subject to Council direction.

- ✓ **Pursue public/private partnership opportunities for siting a future public recreation center within the Totem Lake area.**

Description: The Parks and Community Services Department completed an indoor recreation facility plan in 2007, which described the components of a future multi-purpose recreation center and an accompanying operational model. Siting of the facility within this area of the community would be ideal due to its central location, proximity to the health and wellness sector, and convenient freeway access. We also believe that the recreation center itself would add economic benefit, and would complement -perhaps even serve as a catalyst for - private redevelopment.

Funding: None required initially. If a firm partnership site is identified, funding for site analysis could be required.

Timeline: On-going as opportunities arise.

✓ **Create an off-leash area for dogs and their owners within the Totem Lake Neighborhood**

Description: As approved by Council, the City has entered into an agreement with the local non-profit organization K-DOG to create an off-leash area on City-owned park land south of the Heronfield Wetlands. Intended to serve the entire community, the facility will provide a much-needed opportunity for dog owners to exercise and socialize their pets.

Funding: All funds for development to come from private sources. Up to \$30,000 in donations and donated labor/materials may be required.

Timeline: The goal of K-DOG is to have the off-leash area open this summer or fall.

We look forward to working with the City Council to support the revitalization of the Totem Lake area.

cc: Park Board
Jennifer Schroder, Director of Parks and Community Services



CITY OF KIRKLAND
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MEMORANDUM

To: Park Board
From: Mike Metteer, Business Services Program Manager
Date: March 1, 2011
Subject: Concession at Juanita Beach Park

RECOMMENDATION

For the Park Board to receive a report on the interview panel's decision regarding a proposal received for a restaurant concession at Juanita Beach Park.

BACKGROUND

On February 4th, the City opened one submission to the Request for Proposals (RFP) for a small restaurateur to establish a new business at the renovated Juanita Beach Park. The Agua Verde Cafe and Paddle Club (Agua Verde) submitted a proposal that included significant improvements to the existing bathhouse and restroom building to create indoor seating, kitchen facilities, office space, kayak rental space and other improvements to support their operation.

A key component to Agua Verde's proposed business model included the ability to serve alcohol.

An interview to review the proposal with Aqua Verde was conducted on February 15th, the interview panel included Mike Metteer, Ellen Miller-Wolf, Jeff Rotter, Jennifer Schroder and Park Board member, Ted Marx.

Although Agua Verde has a proven track record of success at their restaurant on land owned by the University of Washington and has operated well out of the City's Houghton Beach Park concession, it was not the intent of the RFP to solicit for a restaurant that served alcohol. Therefore, Agua Verde's proposal will not be accepted.

**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, Interim Deputy Director

Date: March 4, 2011

Subject: Parks CIP Fund Repurposing

RECOMMENDATION:

Staff recommends that the Park Board develop a recommendation to the City Manager and City Council for possible repurposing of Parks CIP funds to help support high priority City projects.

BACKGROUND DISCUSSION:

The City Council recently adopted the City's 2011 Work Program (see attached). The Work Program includes two items which have potential park implications:

- Revitalize the Totem Lake Business District through implementation of the Totem Lake Action Plan; AND
- Complete due diligence and potential purchase of the Burlington Northern Santa Fe Eastside Rail Corridor within Kirkland.

To help support these Council initiatives staff has been asked to review existing resources to determine if projects could be revised, deferred, or eliminated so that funds could be potentially redirected to these important priorities.

We have compiled a list of all available Parks CIP funds (Attachment 2), both those funds unexpended from prior years as well as current and future funding, as identified in the adopted six-year Capital Improvement Program.

Starting with this list, staff has developed an option for the Board to consider (Attachment 3). In formulating this option staff considered the following:

- The Forbes Lake Park trail development project (Phase 1) remains a high priority. We are finalizing our permits and soon will be preparing to seek construction bids with an

eye towards summer construction. The reduced, phased approach to the project will result in some project savings (up to \$200,000) which we are recommending for repurposing. In short, we still recommend moving forward with this project as reviewed by the Board in January.

- Funds to allow for planning of park renovation and development projects should be retained, while funds for construction should be considered for repurposing. Developing renovation plans for Waverly Beach and Spinney Homestead, as well as creation of a development plan for the Snyder's Corner Park Site, would allow the City to continue to engage the community in improvements to the park system. The resulting site plans and cost estimates will make these projects much more "shovel ready" as we pursue future funding and consider them for inclusion in possible future park bond/levy ballot measures. Should any repurposed Park funds not be used as envisioned, they can be recommitted to these park renovation/development projects.
- Specific to Waverly Beach, we have identified two critical park components which we believe should be addressed now with available funding. The overwater dock structure is in need of re-decking, and the park restroom roof needs to be replaced. We are recommending that \$165,000 of the total available \$745,000 project budget be retained to address these items.

One other thought regarding CIP fund repurposing: If the legislation currently being considered in Olympia to allow use of Real Estate Excise Tax (REET) funds for maintenance is enacted, and subject to future direction from the City Council, the staff and Board may want to revisit the CIP to consider repurposing of funds to support park maintenance activities.

Attachments:

1. Council 2011 Work Program
2. Parks CIP Funding Availability
3. Parks CIP Repurposing Option



CITY OF KIRKLAND
City Manager's Office
123 Fifth Avenue, Kirkland, WA 98033 425.587.3001
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MEMORANDUM

To: City Council
From: Kurt Triplett, City Manager
Date: January 24, 2011
Subject: RESOLUTION ADOPTING THE 2011 CITY WORK PROGRAM

RECOMMENDATION:

City Council reviews and adopts a Resolution adopting the 2011 City Work Program

BACKGROUND DISCUSSION:

At the January 18 study session the Council received a presentation about establishing a 2011 City Work Program consisting of key initiatives of major cross-departmental efforts with significant financial resources. The Council provided direction to the City Manager to propose a Resolution adopting a Work Program at a February Council meeting. As a result of Council input, the proposed Work Program has additional specificity around what should be achieved in 2011 and some of the administrative items from the presentation have been dropped. The attached Resolution contains a series of "WHEREAS" statements that outline the definition and purpose of the Work Program and also three sections.

Section 1 states that the adopted 2011 City Work Program shall consist of the following twelve initiatives:

1. Successfully annexing the neighborhoods of Juanita, Finn Hill and Kingsgate;
2. Actively engaging both the City Council and City staff in the 2011 State Legislative Session to achieve Kirkland's adopted legislative agenda;
3. Revitalizing the Totem Lake Business District through implementation of the Totem Lake Action Plan;
4. Completing a Development Agreement and facilitating the permit process for Park Place redevelopment;
5. Completing design and permitting of the Public Safety Building and initiating construction bidding;
6. Completing due diligence and potential purchase of the Burlington Northern Santa Fe Eastside Rail Corridor within Kirkland;
7. Developing zoning regulations to support Transit Oriented Development at the South Kirkland Park and Ride that reflect community input and values;
8. Completing property acquisition and Phase I utility undergrounding of the 85th Street Corridor Project;

9. Exploring new revenue options authorized by the State Legislature or requiring voter approval;
10. Researching and evaluating the evolution of Kirkland's budget development and adoption process to ensure an engaged public and desired Council outcomes for the 2014-2014 Budget;
11. Successfully resolving each of the five Collective Bargaining Agreements scheduled for negotiation in 2011;
12. Developing partnership initiatives with employees to achieve sustainability of wages and benefits.

Section 2 states that the City Manager is hereby authorized and directed to develop implementation steps and benchmarks for each element of the 2011 City Work Program, prioritize resources and efforts to achieve those benchmarks, and periodically update the Council regarding progress on these efforts.

Section 3 states that a copy of this resolution shall be distributed to the Planning Commission, Parks Board, Transportation Commission, Design Review Board, Neighborhood Associations, the Chamber of Commerce and Houghton Community Council.

RESOLUTION R-4864

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KIRKLAND
ADOPTING THE 2011 CITY WORK PROGRAM.

WHEREAS, the City Council desires to retain a high quality of life in Kirkland, spur job growth and economic development, and provide efficient, cost-effective City services to an informed and engaged public; and

WHEREAS, to help achieve these goals, the City Council supports adoption of a 2011 City Work Program to publicly identify the priority focus of the City of Kirkland's staff and resources and enable the public to measure the City's success in accomplishing its major policy and administrative goals; and

WHEREAS, the 2011 Work Program is a list of high priority major cross-departmental efforts involving significant financial commitment that are designed to maintain public safety and quality of life in Kirkland, as well as an effective and efficient City government; and

WHEREAS, when new issues require substantial staff resources and City Council review, the adopted 2011 Work Program shall be used to proactively determine whether emerging items can be accommodated, deferred, or if the Work Program must be reprioritized;

NOW, THEREFORE, be it resolved by the City Council of the City of Kirkland as follows:

Section 1. The 2011 City Work Program consisting of the following initiatives is adopted:

1. Successfully annexing the neighborhoods of Juanita, Finn Hill and Kingsgate;
2. Actively engaging both the City Council and City staff in the 2011 State Legislative Session to achieve Kirkland's adopted legislative agenda;
3. Revitalizing the Totem Lake Business District through implementation of the Totem Lake Action Plan;
4. Completing a Development Agreement and facilitating the permit process for Park Place redevelopment;
5. Completing design and permitting of the Public Safety Building and initiating construction bidding;
6. Completing due diligence and potential purchase of the Burlington Northern Sante Fe Eastside Rail Corridor within Kirkland;

7. Developing zoning regulations to support Transit Oriented Development at the South Kirkland Park and Ride that reflect community input and values;
8. Completing property acquisition and Phase I utility undergrounding of the 85th Street Corridor Project;
9. Exploring new revenue options authorized by the State Legislature or requiring voter approval;
10. Researching and evaluating the evolution of Kirkland's budget development and adoption process to ensure an engaged public and desired Council outcomes for the 2013-2014 Budget;
11. Successfully resolving each of the five Collective Bargaining Agreements scheduled for negotiation in 2011;
12. Developing partnership initiatives with employees to achieve sustainability of wages and benefits.

Section 2. The City Manager is hereby authorized and directed to develop implementation steps and benchmarks for each initiative in the 2011 City Work Program, prioritize resources and efforts to achieve those benchmarks, and periodically update the City Council regarding progress on these efforts.

Section 3. A copy of this Resolution shall be distributed to the Planning Commission, Parks Board, Transportation Commission, Design Review Board, Neighborhood Associations, the Chamber of Commerce and Houghton Community Council.

Passed by majority vote of the Kirkland City Council in open meeting this 1st day of February, 2011.

Signed in authentication thereof this 1st day of February, 2011.

MAYOR

Attest:

City Clerk

ATTACHMENT 2

PARK CAPITAL PROJECT FUNDING AVAILABLE FOR REPURPOSING

Revenue Source for All Funds: Real Estate Excise Tax (REET)

<u>PROJECT</u>	<u>TOTAL AVAILABLE</u>	<u>PRIOR YEAR(S)</u> <u>CARRYOVER</u>	<u>FUNDED IN CURRENT BUDGET</u>		<u>THESE YEARS NOT FUNDED</u>	
			<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>
Forbes Lake Park Phase 1 Trails	\$ 800,000	\$ 800,000				
Skate Park	\$ 200,000	\$ 200,000				
Shoreline Restoration	\$ 82,000	\$ 82,000				
McAuliffe Park	\$ 312,000	\$ 312,000				
Rec Center Siting Analysis	\$ 72,000	\$ 72,000				
Waverly Beach Park Renovation	\$ 745,000	\$ 75,000	\$ 508,000	\$ 162,000		
Spinney Homestead Park Renovation	\$ 400,000		\$ 62,000	\$ 338,000		
Terrace Park Renovation	\$ 400,000				\$ 62,000	\$ 338,000
Snyder's Corner Park Site Development	\$ 443,000			\$ 75,000	\$ 13,000	\$ 355,000
Juanita Beach Phase 2	\$ 561,000			\$ 18,000	\$ 543,000	
Total	\$ 4,015,000					

ATTACHMENT 3

PARK CAPITAL PROJECT FUNDING REPURPOSING OPTION

Only Projects Currently Funded (through 2011-2012 Biennium) To Be Considered

<u>PROJECT</u>	<u>TOTAL AVAILABLE</u>	<u>REMAIN WITH</u> <u>PROJECT</u>	<u>EASTSIDE RAIL</u> <u>CORRIDOR</u>	<u>TOTEM LAKE</u> <u>PLANNING</u>
Forbes Lake Park Phase 1 Trails ⁽¹⁾	\$ 800,000	\$ 600,000	\$ 200,000	
Skate Park ⁽²⁾	\$ 200,000	\$ -	\$ 200,000	
Shoreline Restoration	\$ 82,000	\$ -		\$ 82,000
McAuliffe Park ⁽³⁾	\$ 312,000	-	\$ 312,000	
Rec Center Siting Analysis	\$ 72,000	-	\$ 72,000	
Waverly Beach Park Renovation ⁽⁴⁾	\$ 745,000	\$ 240,000	\$ 505,000	
Spinney Homestead Park Renovation ⁽⁵⁾	\$ 400,000	\$ 50,000	\$ 350,000	
Terrace Park Renovation ⁽⁶⁾	\$ 400,000	\$ 400,000		
Snyder's Corner Park Site Development ⁽⁷⁾	\$ 443,000	\$ 443,000		
Juanita Beach Phase 2 ⁽⁸⁾	\$ 561,000	\$ 561,000		
Total	\$ 4,015,000	\$ 2,294,000	\$ 1,639,000	\$ 82,000

Notes:

- ⁽¹⁾ Reduced project scope to result in project savings available for repurposing
- ⁽²⁾ Skate Park identified as future phase of Juanita Beach Redevelopment
- ⁽³⁾ Does not include \$300K insurance proceeds which cannot be repurposed
- ⁽⁴⁾ Retain \$75,000 for planning and cost estimating and \$165,000 for dock renovations and restroom roof replacement
- ⁽⁵⁾ Retain \$50,000 for planning and cost estimating
- ⁽⁶⁾ This is a 2013/2014 Project (not funded in current biennium budget)
- ⁽⁷⁾ Retain \$75,000 in 2012 for planning and cost estimating (remaining budget not funded in current biennium)
- ⁽⁸⁾ Retain \$18,000 in 2012 for planning and grant support (remaining funds not funded in current biennium)



CITY OF KIRKLAND
 Department of Parks & Community Services
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 www.ci.kirkland.wa.us

MEMORANDUM

To: Park Board

From: Linda Murphy, Recreation Manager
 Michael Cogle, Interim Deputy Director

Date: March 3, 2011

Subject: Annexation Update

RECOMMENDATION:

That the Park Board determine how it would like to participate in the upcoming Annexation Celebration activities.

BACKGROUND DISCUSSION:

Preparations for annexation continue as we move closer to the June 1st effective date. Final negotiations are underway with the County and should be concluded in the coming weeks. No changes have been made to the list of County parks and open spaces scheduled to be transferred. The County has agreed to continue to own and maintain 132nd Square Park throughout the remainder of this calendar year, delaying Kirkland's maintenance responsibilities until January 1, 2012.

The Annexation Celebration Committee continues to prepare activities for the community. Staff will be prepared to discuss the planning effort at your upcoming meeting. In summary, these are the major events scheduled:

- **Wednesday, June 1, Open House, Kirkland City Hall, 4-7 pm (Marie Stake, lead staff)**
 - Welcome by city, county and other officials
 - Meet staff, advisory board volunteers, and neighborhood association members
 - Visit information booths to learn about city and other services
 - Light refreshments
- **Thursday, June 2, Business Breakfast, Caribbean Casino, 7:30-9:30 a.m. (Mike Metteer, lead staff)**
 - Keynote Speaker: Capt. Mike Ursino, Kirkland Police Department (confirmed)

- **Friday, June 3, Community Celebration, Juanita Beach Park, 3-7 p.m. (Linda Murphy, lead staff)**
 - Welcome by elected officials
 - City information booth (will include fire & police equipment)
 - Music performances by local schools (Jr. High Jazz band confirmed; others being pursued)
 - Student Art Show
 - Enjoy a free dessert
 - Friday Market at the Beach, 3-7 p.m.
 - Outdoor Movie in the Park (provided by Carillon Point) at dusk

Staff suggests that the Board discuss and determine how it would like to participate in the celebration activities.



CITY OF KIRKLAND
Department of Parks & Community Services
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MEMORANDUM

To: Park Board

From: Regula Schubiger, Youth Services Coordinator
Jennifer Schroder, CPRP, Parks & Community Services Director

Date: March 1, 2011

Subject: Tobacco Free Parks Plan

RECOMMENDATION:

That the Park Board receives a briefing on King County's Communities Putting Prevention to Work (CPPW) Tobacco-Free Parks Plan project.

BACKGROUND DISCUSSION:

Tobacco-free parks have been a long-term goal of many park agencies in King County. In an effort to create a more uniform approach, the King County Parks Directors have consolidated their efforts into a county-wide implementation plan.

In the spring of 2010, Public Health – Seattle & King County (PHSKC) was awarded two competitive federal stimulus grants to address the leading causes of death in our region as a part of the Centers for Disease Control's CPPW. CPPW supports policy, system and environmental changes that reduce obesity and tobacco use.

Part of PHSKC's CPPW funds were awarded to assist the regional efforts of the King County Parks Directors. The project goal is to develop and implement 100% tobacco-free parks policies in 75% of the local government jurisdictions in King County by March 18, 2012.

The Tobacco-Free Parks plan will consist of three sections: 1) Development of tobacco-free parks policy and supporting materials, 2) Public education campaign to encourage tobacco-free living and compliance with tobacco-free parks and 3) Local government policy implementation.

To date, the CPPW steering committee, in cooperation with PHSKC, have developed a draft tobacco-free parks policy that will be presented to the King County Parks Directors Network meeting this spring. In addition to this, development of communication strategies has begun and the advocacy advertising firm of GMMB has been hired.

March 1, 2011

Page 2

Independent of the county-wide effort, members of the Kirkland Youth Council (KYC) have expressed interest in creating tobacco-free parks. Last fall, KYC members met with the City Attorney and Parks Director to discuss this idea and the feasibility of this campaign. Research was then conducted regarding existing policies throughout Washington state as well as informal conversations with the Kirkland Police Department's Neighborhood Resource Officer regarding enforcement.

Attached to this memo is the draft Model Policy - CPPW Tobacco-free Parks that will be presented to the King County Park Directors Network spring meeting. Park Board members are asked to review and comment on the draft policy.

Att.

Model
100% Tobacco-Free Parks Policy

I. Guideline Statement

City and county parks are intended for the healthy enjoyment of all citizens, including children and youth.

II. Policy Statement

National prevention efforts that focus on obesity and chronic disease have identified parks as essential, health-promoting environments which provide various low to no cost opportunities for play, greater family and community connection, stress reduction, safe and fun physical activity opportunities, and access to improved nutrition.

Tobacco use in the proximity of children and adults engaging in or watching outdoor recreational activities is detrimental to their health and can be offensive to those using such facilities.

There are negative health consequences to smoking and tobacco use, including exposure to secondhand smoke, which may result in lung cancer, heart attack, low birth weight, bronchitis, pneumonia, asthma, chronic respiratory problems, and eye and nasal irritation.

The Environmental Protection Agency (EPA) has classified Environmental Tobacco Smoke (ETS) as a Group A humans carcinogen, a category which includes only the most potent cancer causing agents, like benzene, vinyl chloride, asbestos, and arsenic. Scientific data proves there is no safe level of exposure to secondhand smoke.

The tobacco industry advertises at and sponsors recreational events to foster a connection between tobacco use and recreation.

Studies have shown that children and youth exposed to smoking and tobacco use are more likely to use tobacco products when they get older.

Parents, leaders, coaches, and officials involved in recreation are role models for youth and can have a positive effect on the lifestyle choices they make.

Cigarettes and other tobacco products, once consumed in public places, are often discarded on the ground requiring additional maintenance expenses, diminishing the beauty of recreational facilities, and posing a risk to toddlers and/or animals due to ingestion.

King County is ready for tobacco and smoke-free parks. The majority of residents (72%) support prohibiting smoking in outdoor public areas. More than 25 cities in 12 counties throughout Washington have adopted policies promoting tobacco and smoke-free public outdoor areas.

In the Fall of 2010, representatives from the King County Parks Directors Network agreed to a region-wide collaboration with Public Health Seattle & King County through the federally funded Communities Putting Prevention to Work Initiative that would establish tobacco and smoke-free parks in at least 22 cities throughout King County.

III. Definitions

For purposes of this policy, the terms set forth below shall have the following meanings:

- “*Tobacco product*” means any product containing tobacco in any form.
- “*Unapproved nicotine delivery product*” means any product containing or delivering nicotine intended or expected for human consumption that has not been approved or otherwise certified for sale by the United States Food and Drug Administration (FDA) as a tobacco use cessation product. This listing can be found at:
<http://www.fda.gov/ForConsumers/ConsumerUpdates/ucm198176.htm>

IV. Tobacco-free Parks Policy

The use and visual possession of tobacco or unapproved nicotine delivery products (i.e., electronic cigarettes) are prohibited at all parks, including but not limited to the following areas:

- Playgrounds
- Athletic fields
- Beaches
- Aquatic areas
- Walking and hiking trails
- Park facilities, i.e.: recreation sites, parking areas, restrooms, pools, etc.

IV. Implementation and Compliance Suggestions

1. Provide ongoing and clear communication about the rationale, components and enforcement of the tobacco-free environment policy.
2. Prominently place and maintain signage that clearly explains the policy.
3. Discuss, plan, and monitor the implementation and enforcement of this policy as you do other current policies (i.e., off-leash laws, alcohol use, etc.) especially relating to the most effective way to respond to individuals found violating the policy.
4. Provide referrals for low to no-cost cessation resources to interested persons: 1-800-QUIT NOW or www.quitline.com.

V. Effective Date

This policy is effective immediately upon the date of adoption.