



# KIRKLAND PARK BOARD

Date: April 9, 2014

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**  
March Park Board Meeting Minutes *5 minutes*
4. **ITEMS FROM THE AUDIENCE** *5 minutes*
5. **REVIEW OF ACTION ITEMS**  
No items
6. **PRESENTATIONS**  
North Juanita Open Space *10 minutes*
7. **COMMUNICATIONS** *15 minutes*
  - a. Correspondence
  - b. Staff Reports
    - April update
  - c. Committee Reports
  - d. Comments from the Chair
8. **UNFINISHED BUSINESS**
  - a. Edith Moulton Park Master Plan *30 minutes*  
Topic: Provide input on preliminary schematic design alternatives  
Action: Discussion only
  - b. Juanita High School Pool Replacement *20 minutes*  
Topic: Receive update on the status of Juanita High School Pool  
Action: Discussion only
9. **NEW BUSINESS**
  - a. Shoreline Structures Report *30 minutes*  
Topic: Receive report on the state of parks shoreline structures  
Action: Discussion only

**10. MEETING EVALUATION**

*5 minutes*

**11. ADJOURNMENT**

*Estimated meeting completion: 9:00 p.m.*

Next meetings:

May 14, 2014

June 11, 2014

July 9, 2014

# **KIRKLAND PARK BOARD**

## **Minutes of Special Meeting**

### **March 19, 2014**

#### **1. CALL TO ORDER**

The March Park Board special meeting was called to order at 7:01 p.m. by Chair Adam White.

#### **2. ROLL CALL**

Members present: Chair Adam White, Vice Chair Kevin Quille, Sue Contreras, Shawn Fenn, Sue Keller, Rick Ockerman and Jim Popolow.

Ted Marx was excused.

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

Recording Secretary: Cheryl Harmon

Mr. White presented to Mr. Fenn a Certificate of Appreciation for his service on the Kirkland Park Board.

#### **3. APPROVAL OF MINUTES**

Ms. Keller moved to approve the February minutes as presented. Mr. Fenn seconded. Motion carried (7-0).

#### **4. ITEMS FROM THE AUDIENCE**

Doug Rough vice chair of Juanita Neighborhood Association spoke regarding the Edith Moulton Park Master Plan.

#### **5. REVIEW OF ACTION ITEMS**

No items.

#### **6. PRESENTATIONS**

No items.

#### **7. COMMUNICATIONS**

This item was suspended.

## 8. UNFINISHED BUSINESS

### a. Edith Moulton Park Master Plan

Mr. Cogle presented a proposed design program for the Edith Moulton Park Master Plan. Board members requested the addition of an item to the proposed design program to include providing environmental education opportunities at the park.

Mr. Ockerman moved to adopt the proposed design program with the addition of the environmental education component. Mr. Quille seconded. Motion carried (7-0).

### b. Juanita High School Pool Replacement

Ms. Schroder introduced Lauren Livingston of The Sports Management Group, the consultant hired to develop the proposed plan for replacement of the Juanita High School Pool.

Ms. Livingston first presented analyses of the three potential sites under consideration. Second was presented the preliminary project costs for facility construction. Last was presented the preliminary business plan showing estimated revenue projections and operating costs. Board members asked clarifying questions about the presentation.

Ms. Schroder shared the process and summary of responses from the community outreach conducted, provided an overview of potential year-round operation of Peter Kirk Pool and presented staff recommendations on facility siting and building type.

Public comment regarding the potential pool replacement was heard from the following audience members:

Jeri Martin  
Gabrielle Rector  
Andrea Gerth  
Ken Albinger  
Dorothy Lautman  
Linda Chapman  
Jan Berdue  
Laura Reeves  
Bobby Mulder  
Mikke McFeely  
Jean Johnson  
Doug Rough  
Mari Bercaw  
Jamie Rector

Park Board members discussed the presentation materials and comments received and commented individually on the siting and the facility type.

Mr. Ockerman moved to recommend to City Council the North Kirkland Community Center as the preferred site for a combined recreation and aquatics facility with a 50-meter pool. Mr. Fenn seconded. Additional discussion was had. Motion carried (6-1).

Yes: Ms. Contreras, Mr. Fenn, Mr. Ockerman, Mr. Popolow, Mr. Quille, Mr. White. No: Ms. Keller).

Mr. Cogle discussed the next steps in the process.

**9. NEW BUSINESS**

No items.

**10. MEETING EVALUATION**

"Monumental."

**11. ADJOURNMENT**

Mr. Fenn moved to adjourn. Mr. Quille seconded. Motion carried (7-0).

Meeting was adjourned at 9:40 p.m.

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Jennifer Schroder, Director  
Parks and Community Services

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Adam White, Chair  
Park Board

**CITY OF KIRKLAND**

Department of Parks &amp; Community Services

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**MEMORANDUM**

**To:** Park Board

**From:** Tim Werner, Parks Supervisor  
Jason Filan, Parks Operations Manager

**Date:** April 1, 2014

**Subject:** North Juanita Open Space Update

**RECOMMENDATION**

That Park Board receive an update about completed improvements to the North Juanita Open Space and receive a presentation from members of Girl Scout Troop #42140.

**BACKGROUND**

Over the past several months much has been done to improve the health of the North Juanita Open Space. A significant amount of invasive plants have been removed through the use of goats, dedicated volunteers and machinery. The parcel has been levelled and grass has been planted. As a result, the site has become much more usable for the neighborhood.

Most recently staff have been working with a group of Girl Scouts who are working on their Silver Merit Badge. The girls recently surveyed the neighborhood to gauge interest in additional amenities for the open space, knocking on over 150 doors. At the Board's April meeting the Scouts will present the results of their survey.

Of the \$43,000 budgeted for this project, there is a balance of \$17,000 remaining. Based on the results of the survey staff intends to move forward with adding the following park amenities:

- Bench/table
- Pathway
- Play structure that includes swing



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**To:** Park Board  
**From:** Jennifer Schroder, CPRP, Director  
**Date:** April 4, 2014  
**Subject:** April Staff Update

## PLANNING AND DEVELOPMENT

### Community Future Day

- April 26<sup>th</sup> – The next community-wide planning day will be held at City Hall on Saturday, April 26<sup>th</sup>, from 10 am to 2:00 pm. The focus of the event will be on project priorities and funding options for some of the City's major planning initiatives, including transportation, stormwater, and parks. *Note: for this event, the Park Board is encouraged to attend as participants but your volunteer services will not be required.*

### Capital Improvement Program

- The City Council has determined that the City will not undertake a major update to the City's Capital Improvement Program (CIP) at this time. This is due to the many major planning efforts still underway that will drive future funding decisions. Instead, the CIP will be revised and updated in 2015.

### Waverly Beach Park

- The Department will be submitting a grant request to the State of Washington Recreation & Conservation Office for funding to support the first phase of park renovation. The amount of the request is still to be determined, but will likely be in the \$300K - \$400K range. We should know sometime in early fall whether or not the project will be recommended for funding.

## RECREATION DIVISION

- The spring and summer brochure was delivered to over 38,000 homes and registration began on March 19<sup>th</sup>. There have been over 4300 registrations and staff are already working with the waitlists to see if accommodations can be made for everyone who wants to **experience it!**
- A comparison of revenue is shown below:

	JAN	FEB	MAR	TOTAL
2013	\$48,715	\$35,086	\$293,350	\$377,152
2014	\$46,858	\$37,019	\$357,149	\$441,026
variance	(\$1,857)	\$1,932	\$63,799	\$63,874

### North Kirkland Community Center

- There were 11 private rentals at the North Kirkland Community Center during the month of March. Included in the 11 rentals are the children's birthday party packages where are geared for ages 5 and under and consists of one hour with Indoor Playground toys in the multi-purpose room, and one hour downstairs in a classroom for cake and ice cream. Toddlers and preschoolers really enjoy racing around the big room on their Little Tykes Cozy Coupes!

- Spring has brought a record surge in registrations for the NKCC programs with over 1,200 registered participants in less than two weeks. Staff has already increased the number of class offerings and maximum enrollments in classes in order to accommodate as many waitlist participants as possible; and there are still over 75 on waiting lists! Full programs include Music and Movement classes for babies, Movement, Art, Cooking, Tumbling, and Dance for Preschoolers and many summer camps.

### **Youth Basketball/Aquatics**

- The youth basketball Steve Hale Sportsmanship Award recipients received recognition in a City of Kirkland press release. Recipients were chosen by coaches and teammates for best exemplifying good sportsmanship, team play and a positive attitude throughout the season.
- Aquatics planning and hiring process continues. Over 75 applicants have applied for aquatics seasonal employment. Selected candidates will staff Houghton, Waverly and Juanita beaches and the Peter Kirk Pool as well as teach a variety of programs including swim team, swim lessons, stroke lessons, and safety courses.
- Registration for spring and summer programs is going well. Currently, more than 1,260 participants are registered aquatics programming, generating over \$98,000 in revenue and so far 89 returning participants of the ORCA Swim Team are registered.

### **Sports and Fitness**

- Two recreation services contractors for our beaches have been selected. Both are returning vendors: Northwest Paddle Surfers and Perfect Wave. Northwest Paddle Surfers will operate out of Marina Park and Juanita Beach. Perfect Wave will operate their Stand-Up Paddle Board services at Houghton Beach with a possible new service, beach cruiser (bikes) rentals. Operations are slated to begin in early April.
- Volleyball leagues for the spring season are filling up and are scheduled to begin the week of April 14<sup>th</sup>. There are currently 36 teams registered and ready to compete.
- Softball registration is in full swing. The spring season is slated to start the first week in May and there are currently eight teams registered. Staff expects that figure to double by the beginning of May. Games will be played at Crestwoods Field for the spring season and then at Lee Johnson for the summer/fall season.
- The pee wee soccer program has seen a record registration season, filling twice as fast as in previous seasons. In order to keep up with the demand the Recreation division has opened an additional 60 spots to accommodate more children. There are currently 320 children registered for the spring season which is slated to start on April 26<sup>th</sup>, and a record 57 volunteer coaches recruited to lead teams.

### **Peter Kirk Community Center**

- In March, PKCC hosted a Mardi Gras Party; there were over 70 participants for this fun event. Staff and guests dressed up in their favorite Mardi Gras costumes and were entertained by a lively jazz band called Night & Day. Madison House sponsored the event by providing a delicious lunch.
- Peter Kirk Day Camp staff interviews were done over two days in March and hiring will be completed in the first part of April.
- Spring and summer class registration is in full swing. Several of the new van trips are full with waiting lists such as a tour at TreeHouse Point in June and a trip to Mount Rainier in August.

## **MAINTENANCE DIVISION**

### **Athletic Fields**

- Games and practices are in full swing – when the weather cooperates, that is. During the month of April, it's just regular season practices and games. Come on down to your local park to watch a game!

### Donations

- Through the Neighborhood Services Grant program, a new interpretive/historic marker was installed at Juanita Bay Park. The project wrapped up in March with a dedication. Hats off to Karen Lightfeld and her team for spearheading this project!
- The City Manager's Office's Executive Assistant, and huge baseball fan, Janet "JJ" Jonson retired in January. A park bench has been donated in her honor at Lee Johnson Field at Peter Kirk Park. It is located along the third base dugout.



New Signs at Juanita Bay Park

### Pea Patch/Community Gardening Update

- On February 20<sup>th</sup>, the annual community gardening kick off meeting was held, during which lots of great ideas and thoughts were shared, including an idea of a recycling program for the plastic pots new plants come in, which may provide a possible partnership opportunity with Green Kirkland. More to come!
- The City is exploring a partnership with Seattle Tilth for classes on gardening, etc. One of the gardeners has taken classes through this non-profit organization and speaks extremely positively about the classes and plant sales they offer.
- There was a request for new timbers at the Tot Lot location, which will be added to the work plan for 2015. The timbers at Ohde Park were recently upgraded.
- Statistics: 88 total gardening plots, 100% rented, 17 new people placed for 2014, 41 people currently on the waitlist.

### Notes from the Field

- With this past March being the wettest on record, staff is hopeful that the showers will hold for April and we can just get to the May flowers. Continual rain made it hard for leagues to get practices and games in.
- Evidence that a pair of Bald Eagles decided to rear their young again at Heritage Park. In conversations with local Audubon officials indications are leading to the fact that the eaglets will most likely hatch sometime towards the end of April.
- Congratulations to Parks Horticulture Lead, Scott Purdy, for becoming the new Parks Supervisor for the City of Bothell. Scott was a great team player and wonderful staff member while serving here in Kirkland. Wishing him all the best in this new chapter of his life.
- Over the past few months, staff has been renovating the parks tree canopy, planting 47 trees at 14 different park sites throughout the city. Species planted include: stewartia, beech, ironwood, magnolia, Oregon blue spruce and vine maple.

## **COMMUNITY SERVICES**

### Special Events

- March 15<sup>th</sup> – The 3<sup>rd</sup> annual Kirkland Shamrock Run, presented by Lake Washington Physical Therapy, will take over Marina Park and downtown city streets as 2,000 runners and walkers get their green on in honor of St. Patrick's Day! [www.kirklandshamrockrun.com](http://www.kirklandshamrockrun.com)
- April 8<sup>th</sup> – Ben & Jerry's **Free Cone Day** will leave 3,000 ice cream lovers sweetly satisfied. Connoisseurs of the chilly treat can stop by the Lake Street store anytime between noon – 8pm. [www.benjerry.com/scoop-shops/free-cone-day](http://www.benjerry.com/scoop-shops/free-cone-day)
- April 18<sup>th</sup> – The **Good Friday Devotional Walk**, organized by Eastside Foursquare Church, draws over 200 worshipers who take turns carrying a ten foot cross along the two mile walk from Juanita Beach to the church site in Bothell. [www.eastsidechurch.org](http://www.eastsidechurch.org)

- April 18<sup>th</sup> – St. John’s Episcopal Church leaders will escort parishioners on a procession through downtown Kirkland to the Marina Park Pavilion where **Ecumenical Good Friday Services** will be held. [www.stjohnskirkland.org/stjohnskirkland/welcome](http://www.stjohnskirkland.org/stjohnskirkland/welcome)
- April 20<sup>th</sup> – Little ones will be lacing up their fastest running shoes for the annual **Kiwanis Easter Egg Hunt** on Easter Sunday. It only takes a few short minutes for the 15,000 foil wrapped chocolate eggs that cover Peter Kirk Park to be gobbled up. [www.kirkland.kiwanis.org](http://www.kirkland.kiwanis.org)

## GREEN KIRKLAND PARTNERSHIP

- On March 4<sup>th</sup> and 5<sup>th</sup>, an EarthCorps crew worked at Juanita Bay Park to remove invasive plants and conduct advance preparation for the Green Kirkland Partnership’s Earth Day event April 26. The two crew days were funded by a Melody S. Robidoux Foundation grant.
- On March 6<sup>th</sup>, 7<sup>th</sup> and 10<sup>th</sup> the Green Kirkland Partnership hosted several groups of Environmental Adventure students for their Community Service Project days. Overall, 104 students and 22 adult volunteer at three Green Kirkland Parks: Juanita Bay Park, Crestwoods Park, and Juanita Heights Park.

- On March 8<sup>th</sup>, 57 volunteers gathered at Crestwoods Park. These volunteers cleared nearly 5,000 square feet of invasive plants and planted nearly 100 trees, shrubs and groundcovers. The event was lead in partnership with EarthCorps, Judi Radloff (Green Kirkland Steward), and a team of UW-Restoration Ecology Network students.



Crestwoods Park Volunteers March 8

- On March 15<sup>th</sup>, volunteers- mostly from the United States Navy- joined Green Kirkland Steward, Jodie Galvan, at Juanita Beach Park. At the park the group of 24 volunteers spent two hours weeding and mulching existing plants and planting native trees and shrubs from the Green Kirkland Native Plant Nursery.
- On March 22<sup>nd</sup>, 23 volunteers spent the afternoon doing plant maintenance and invasive plant removal at Juanita Bay Park. The majority of volunteers at this event were from Lake Washington High School Key Club. This club is a continuous source of highly motivated volunteers for our program. The event was led by Green Kirkland Stewards, Kim and Jan.
- On March 23<sup>rd</sup>, 17 members of the Eastlake Community Church join GK Stewards, Tia and Joy, at Watershed Park to spend the afternoon removing invasive plants such as yellow archangel.
- On March 26<sup>th</sup>, two Green Kirkland staff persons (Katie and Collins) joined the Park Maintenance team for their morning meeting. During the meeting they presented a brief overview of the Green Kirkland Partnership and an update of its accomplishments and growth in 2013.
- In early March, the Green Kirkland Partnership received its order of soft, bright green staff and steward sweatshirts. These sweatshirts were purchased with a donation from the Royal Bank of Canada and are in the process of being distributed to staff and all active stewards.
- The following table summarizes Green Kirkland Partnership events and other activities conducted by volunteers in February. It includes event volunteers and ongoing volunteers (ongoing field and administrative work).



Steward & Staff Sweatshirts

Date	Park/Work	Group Name	Number of Volunteers			Hours	Dollar Equivalent <sup>1</sup>
			Adult	Youth	Total		
2/12	Crestwoods Park	GK Steward and volunteers	3	2	5	10	\$226.90
2/20	Juanita Bay Park	GK Stewards and UW-Bothell students	8	0	8	21	\$476.49
2/22	Juanita Bay Park	JB Rollers and Pleasant Church congregation	19	6	25	75	\$1,701.75
2/23	Watershed Park	GK Steward and volunteers	3	1	4	8	\$181.52
2/26	McAuliffe Park	UW-Bothell students and GK Stewards	6	0	6	16	\$363.04
Feb Ongoing	Administrative		11	0	11	44.6	\$1,011.97
Feb Ongoing	Field Work		22	0	22	185.25	\$4,203.35
<b>Total</b>			<b>100</b>	<b>9</b>	<b>109</b>	<b>360</b>	<b>\$8,165.02</b>

<sup>1</sup> Dollar Equivalent = Hours x \$22.69

- Upcoming volunteer events open to the general public:
  - Wednesdays, April 16<sup>th</sup>, 23<sup>rd</sup>, and 30<sup>th</sup> at Carillon Woods, 9am-10am. Contact Lisa McConnell [kirby994@frontier.com](mailto:kirby994@frontier.com)
  - Thursdays, April 3<sup>rd</sup>, 10<sup>th</sup>, 17<sup>th</sup>, and 24<sup>th</sup> at Juanita Bay Park, 10am-12pm. Contact Nona Ganz, [nonaganz@frontier.com](mailto:nonaganz@frontier.com)
  - Saturday, April 5<sup>th</sup>, 10am-1pm at the North Juanita Open Space. Register at [www.greenkirkland.org](http://www.greenkirkland.org)
  - Saturday, April 12<sup>th</sup>, 9am-12pm at Kiwanis Park. Register at [www.greenkirkland.org](http://www.greenkirkland.org)
  - Saturday, April 16<sup>th</sup>, 3pm-5pm at Crestwoods Park. Register at [www.greenkirkland.org](http://www.greenkirkland.org)
  - Saturday, April 19<sup>th</sup>, 10am-2pm at Crestwoods Park. Register at [www.greenkirkland.org](http://www.greenkirkland.org)
  - **EARTH DAY EVENT:** Saturday, April 26<sup>th</sup> at Juanita Bay Park, 10am-2pm. Register at [www.earthcorps.org/volunteer.php](http://www.earthcorps.org/volunteer.php)
  - Saturday, April 26<sup>th</sup>, 9am-11am at Juanita Heights Park,. Register at [www.greenkirkland.org](http://www.greenkirkland.org)
  - Sunday, April 27<sup>th</sup>, 1pm-3pm at Watershed Park,. Register at [www.greenkirkland.org](http://www.greenkirkland.org)
- Photos of recent volunteer events can be viewed at [www.facebook.com/GreenKirkPartnership](http://www.facebook.com/GreenKirkPartnership)

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**MEMORANDUM**

**To:** Park Board

**From:** Michael Cogle, Deputy Director

**Date:** April 2, 2014

**Subject:** Edith Moulton Park Master Planning: Preliminary Schematic Design Alternatives

**Recommendation**

That the Park Board review and provide input on very preliminary schematic design alternatives for the Edith Moulton Park Master Plan.

**Background**

The design team from Otak, Inc. is preparing schematic design alternatives for Edith Moulton Park, in response to the proposed Design Program reviewed by the Park Board in March. The Design Program is scheduled to be formally adopted by the City Council on April 15<sup>th</sup>.

Staff would like to have the Park Board review very early drafts of schematic alternatives prior to finalizing them for public consideration. The draft alternatives will be presented to the Board by lead designer Curtis LaPierre at your April meeting.

We will be looking to schedule our next community meeting for late April/early May.

Edith Moulton Park Master Plan  
Proposed Design Program

1. Focus on serving both the surrounding neighborhood and the residents of Kirkland.
2. Preserve and manage the forested areas to be enjoyed as natural areas in perpetuity.
3. Restore disturbed natural areas where appropriate and plan for natural succession.
4. Provide for wetland and stream habitat enhancements.
5. Maintain a balance between developed and natural areas for active and passive park use. Consider a children's play structure.
6. Make the park sustainable by balancing long-term resource requirements with community benefits.
7. Connect visitors to the life of an early pioneer family. Consider a community orchard and pea patch.
8. Enhance the great lawn area for community events and gatherings. Consider an open-air lodge for gatherings with restroom facilities and adequate parking.

9. Find a way for dogs and their owners to enjoy the park without negatively affecting other users or wildlife and stream habitat. Consider an off-leash dog area.
10. Improve trail accessibility for all users where feasible. Provide new trail connections where appropriate and remove duplicate trails.
11. Provide for environmental education opportunities.

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**MEMORANDUM**

**To:** Park Board

**From:** Michael Cogle, Deputy Director

**Date:** April 2, 2014

**Subject:** Update on Juanita High School Pool Replacement

**Recommendation**

That Park Board and staff discuss the City Council's recent study session on a replacement facility for the Juanita Aquatic Center and review next steps for the project.

**Background**

At their Study Session on April 1<sup>st</sup>, the City Council reviewed the Park Board's and consultant team's recommendations for a community recreation and aquatic facility. The report that was provided to Council is available online here:

<http://www.kirklandwa.gov/depart/council/Agendas.htm>

An archived video recording of the meeting is also available here:

[http://www.kirklandwa.gov/depart/council/Watch\\_Council\\_Meetings.htm](http://www.kirklandwa.gov/depart/council/Watch_Council_Meetings.htm)

The City Council expressed interest in continuing to consider both the North Kirkland Community Center & Park site and Juanita Beach Park as possible locations. The Council also expressed interest in considering a combined Recreation and Aquatics Center. A 50-meter pool should continue to be evaluated as well. Finally, the Council also expressed interest in retrofitting Peter Kirk Pool for possible interim year-round use.

At the Board's April meeting we will have an opportunity to debrief the Council meeting and discuss some anticipated next steps.

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**MEMORANDUM**

**To:** Park Board

**From:** Jeff Rotter, Parks Maintenance Supervisor  
Jason Filan, Parks Operations Manager

**Date:** April 1, 2014

**Subject:** Shorelines Structures Assessment Report

**RECOMMENDATION**

That Park Board receives a briefing on the Shoreline Structures Report completed by Associated Earth Sciences (AES).

**BACKGROUND DISCUSSION**

The 2012 Park Levy funded a Capital Improvement Program (CIP) project to evaluate and assess the condition of the city-owned docks and shorelines, as well as implement recommended improvements. The assessment and scope of work included geotechnical level reconnaissance of concrete bulkheads and riprap shorelines, as well as structural evaluations of docks, piers and the Marina Park boat launch. The following parks sites were assessed:

- 2<sup>nd</sup> Ave South Dock
- David Brink Park
- Doris Cooper Houghton Beach Park
- Juanita Beach Park
- Marina Park
- Marsh Park
- Settler's Landing
- Waverly Beach Park

Each site was evaluated and given a rating based on structural condition, functionality, aesthetics and safety, in order to help prioritize the implementation of a phased work plan.

The scopes of projects within the assessment are broad ranging from general maintenance to major repairs or replacement. Some projects will be able to be complete in-house by Parks Staff, while others would need to be fully contracted out.

Staff will present the report's major findings at the Board's April meeting as well as a proposed implementation plan.