



KIRKLAND PARK BOARD

Date: June 7, 2013

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*
May Park Board Meeting Minutes
4. **ITEMS FROM THE AUDIENCE** *5 minutes*
5. **REVIEW OF ACTION ITEMS**
No items
6. **PRESENTATIONS**
No items
7. **COMMUNICATIONS** *20 minutes*
 - a. Correspondence
 - Marta Collins email
 - b. Staff Reports
 - June update
 - Introduction of Tim Werner
 - c. Committee Reports
 - d. Comments from the Chair
8. **UNFINISHED BUSINESS**
 - a. North Juanita Open Space *45 minutes*
Topic: Consider improvements to North Juanita Open Space
Action: Make recommendation on potential site improvements
 - b. Totem Lake Park Master Plan *30 minutes*
Topic: Provide input on Totem Lake Master Plan
Action: Discussion only
9. **NEW BUSINESS**
 - a. Waverly Beach Park Renovation Plan *15 minutes*
Topic: Staff presentation on renovation of Waverly Beach
Action: Discussion only

- b. Finn Hill Surface Water Site *10 minutes*
Topic: Information on a surface water basin in the Finn Hill neighborhood
Action: Discussion only

10. MEETING EVALUATION *5 minutes*

- 11. ADJOURNMENT** *Estimated meeting completion: 9:15 p.m.*
Next meetings:
July 10, 2013
August 14, 2013
September 11, 2013

KIRKLAND PARK BOARD

Minutes of Regular Meeting

May 8, 2013

1. CALL TO ORDER

The May Park Board regular meeting was called to order at 7:03 p.m. by Vice Chair Shawn Fenn.

2. ROLL CALL

Members present: Vice Chair Shawn Fenn, Sue Contreras, Ted Marx, Rick Ockerman, Kevin Quille and Adam White.

Mr. Quille and Board members shared introductions.

Chair Sue Keller arrived at 7:10 p.m.

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

Recording Secretary: Cheryl Harmon

3. APPROVAL OF MINUTES

Mr. White moved to approve the February minutes as presented. Mr. Ockerman seconded. Motion carried (6-0).

4. ITEMS FROM THE AUDIENCE

Elaine Cummins spoke regarding the North Juanita Open Space.

Steve Guidi spoke regarding the North Juanita Open Space.

5. REVIEW OF ACTION ITEMS

No items.

6. PRESENTATIONS

Ms. Keller presented City Council Member, and former Park Board Member, Shelley Kloba with a Certificate of Appreciation for her service on the Park Board.

7. COMMUNICATIONS

a. Correspondence

Ms. Schroder shared an email from Jeffrey McComb requesting waterfront access for off-leash dogs.

b. Staff Reports

Mr. Cogle answered questions about the Bark for Life event held at Edith Moulton Park and the upcoming Waverly Beach Park renovation.

Mr. Cogle and Ms. Schroder answered questions related to the Cross Kirkland Corridor.

c. Committee Reports

Mr. White attended the opening of the small playground at North Rose Hill Woodlands Park and the Market Neighborhood meeting.

Mr. Marx shared a request for input on how frequently City Council members should attend neighborhood association meetings, and reported on a meeting attended on the Parks, Recreation and Open Space Plan.

Ms. Contreras attended the volunteer appreciation event at Peter Kirk Community Center.

d. Comments from the Chair

Ms. Keller commented on a meeting regarding the North Juanita Open Space.

8. UNFINISHED BUSINESS

a. Parks, Recreation and Open Space Plan

Mr. Cogle introduced Steve Duh and Jean Akers of Conservation Technix, consultants selected to help update the City's Parks, Recreation and Open Space (PROS) Plan.

The Board was asked for feedback on the current state and the future of the City's recreation programs and parks system.

b. North Juanita Open Space

Mr. Cogle introduced Lieutenant Haslip and Officer Weber of Kirkland Police and reported on a meeting attended by the officers, Parks staff and neighbors of the North Juanita Open Space.

The officers shared information related to police response within developed parks, comparable in size and nature to the North Juanita Open Space and answered questions about crime both specifically within parks and generally in the City.

9. NEW BUSINESS

a. Comprehensive Plan Update

Mr. Cogle introduced Paul Stewart, Deputy Director of Planning and Community Development, who presented the update process for the City's Comprehensive Plan.

10. MEETING EVALUATION

"Pleased with the amount of thought that goes into decision making..."

"I really appreciate the police officers..."

Mr. Cogle announced an upcoming Totem Lake Park open house.

Ms. Schroder announced that the July meeting will be a regular meeting rather than a park tour; additionally, an August meeting will be scheduled.

Mr. White requested information about an open space site located on Finn Hill.

11. ADJOURNMENT

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

Meeting was adjourned at 9:19 p.m.

Jennifer Schroder, Director
Parks and Community Services

Sue Keller, Chair
Park Board

From: Marta Collins [<mailto:martav29@yahoo.com>]

Sent: Sunday, May 26, 2013 11:17 AM

To: Kirkland2035

Subject: Kirkland 2035

To Kirkland City Planners,
Please continue to support and provide off-leash areas for dog owners. It enhances the quality of life for so many kirkland residents. I would like to suggest the park across the street from Juanita Beach Park be designated as an off-leash dog park. There are areas of the park that are not utilized and when Juanita Beach was closed it became a gathering area for dog owners to meet and socialize while our pets frolicked, because so few people use that park, as far as I know there were never any complaints?

Dog owners are very active in the community and we are a passionate group. Thank you for all your support of our newest park and keep the momentum going.

Marta Collins

9715 NE Juanita Dr #404

Kirkland, WA 98034


CITY OF KIRKLAND

Department of Parks & Community Services

505 Market Street, Suite A, Kirkland, WA 98033 425.587.3300

www.ci.kirkland.wa.us

To: Park Board
From: Jennifer Schroder, CPRP, Director
Date: June 7, 2013
Subject: June Staff Update

RECREATION DIVISION
Recreation

- Recreation staff are prepping and hiring seasonal staff to facilitate all the City's summer programs and activities. To date, the division has hired over 92 seasonal staff.
- Recreation staff are multi-tasking by researching and planning fall, 2013 and winter, 2014 programs and activities. The brochure production process is in progress with the first draft due June 12th.
- Recreation Manager has hired Carly Parker as our On-call Aquatics Coordinator who will be overseeing the pool and beaches as Kelsey Hayes will be on Family Leave very soon.
- Spring and summer registration is doing very well with over 7,514 enrollments to date and program revenues up by \$41,814 compared to 2012.

	JAN	FEB	MAR	APR	MAY	TOTAL
2012	\$41,025	\$25,821	\$292,534	\$139,963	\$99,568	\$598,912
2013	\$48,715	\$35,086	\$296,350	\$145,766	\$117,807	\$640,726
variance	\$7,690	\$9,265	\$816	\$5,803	\$18,239	\$41,814

North Kirkland Community Center

- Staff are busy interviewing to fill four vacant positions at NKCC including dance, tumbling, musical theater and Kids in Motion.
- The wheels are in motion and with three weeks to go before the start of summer camps, preparations are under way to have the building ready and supplies ordered for all of the various camps and programs. This includes the thorough cleaning of McAuliffe Park Atrium building and the organization and stocking of all supply closets at NKCC. Summer session continues to offer 80% of all school year programs in addition to camps. Because classroom space is limited, on-going classes are moved within the facility to accommodate summer camps. It's a puzzle to fit everything in, but one we are happy to work at solving!
- There are a total of 500 registrants enrolled in various camps overseen by NKCC staff. Camp locations include North Kirkland Community Center, McAuliffe Park, Miller Martial Arts Academy, and La Luna Gymnastics Academy. Many full camp weeks include yoga, Lego, cheer, gymnastics, Giggles & Grins preschool camp, and junior camp. Additional sessions have already been added to the popular theatre camps (which filled in one week) in an attempt to accommodate a waiting list of over 15.
- Marketing opportunities for the month of May included a booth for the Kirkland Half Marathon on May 12th at Juanita Beach. Staff supplied brochures, program information and "A Spray in the Face After the Race". Spray bottles were filled with water and cucumber slices and a spritz was offered as another way for the community to "Experience It".

Aquatics

- The Peter Kirk Pool opened June 3rd with a variety of programs including AM lap swim, Learn to Swim swimming lessons, Aquarobics and public swims. Registration is still available for summer aquatics programs. Currently, there are 2,028 participants registered generating over \$155,000 in revenue.
- Orca Swim Team tryouts will take place Saturday, June 8th at the Peter Kirk Pool. This year 78 spaces are available on the team for new participants ages 6-18. Interested participants will have the opportunity to demonstrate their swimming skills and fill the remaining spaces on the swim team.
- So far, 66 aquatics staff have been hired to teach Learn-to-Swim Swimming Lessons, Coach Swim Team, and lifeguard at the Peter Kirk Pool, Houghton, Juanita, and Waverly Beach. Staff members participated in an orientation on June 1st, learning about City of Kirkland policies and procedures and learning and practicing lifeguarding emergency action plans at the Peter Kirk Pool, preparing for emergency situations.

Sports and Fitness

- Softball leagues continue to struggle to gain and maintain interest season after season. There are a total of 12 teams competing in two divisions this spring compared to 16 teams last season. Softball is seeing a nationwide drop in participation but our lack of up-to-date fields has compounded the problem when compared to what neighboring cities offer. In an effort to increase participation staff has continued a direct marketing campaign to local businesses and past participants. Since the campaign began, we have seen an uptick in registrations for the summer season of softball. We will continue to do what we can to advertise and attract local teams.
- Our pee wee soccer league is in full swing with half of the season completed. We have 260 kids playing with about 40 coaches volunteering their time. Games are played on Saturday mornings at both Emerson field and 132nd Square Park. The program will end on June 15th were the kids will receive a participant medal for partaking in the program
- In addition to the new beach lifeguards, we also renewed the stand-up paddleboard contracts for three locations: Juanita Beach, Marina Park and Houghton Beach. Operations began the middle of May and will run through October. Each shop will be staffed by experienced instructors and will offer stand-up paddleboard rentals, lessons and limited concessions.
- The tennis staff that will lead the Peter Kirk and Lake Washington tennis camps as well as our adult and youth tennis lessons program at Juanita tennis courts have been hired. This year's staff hold impressive tennis playing and coaching knowledge and are excited to get the season started. Our full day camp at Peter Kirk park for 7 to 10 year olds is already full for every week this summer and our half day camps are posting great numbers as well.
- In an effort to give back to the community and promote the City of Kirkland and the Parks and Community Services department, the sports coordinator recently participated in Western Washington University's Professional Advisory Committee for the school's Recreation degree program. The committee meets twice a year and offers recommendations to the program faculty concerning ways to enhance their degree program and how to better prepare future professionals for careers in recreation and tourism. The current discussion was focused on how to identify key competencies that recreation professionals need to possess and how to evaluate and assess those student learning outcomes.

Peter Kirk Community Center

- The Kirkland Stepper's program kicked off their 10th season on June 4th with over 80 participants. Fairwinds, Redmond provided a delicious breakfast as well as sponsoring umbrellas. EvergreenHealth is a major sponsor of this community program giving us a grant for \$3000. The grant money is used to encourage adults 50+ to partake in an active lifestyle, increasing participant's level of physical activity, energy level, endurance, strength and socialization. There

are scheduled walks for participants every Tuesday for the next 17 weeks. Staff contacted local businesses to sponsor a weekly walk and the response was been overwhelming. Through this sponsorship program, local businesses have the opportunity to join us in spreading the word that in Kirkland, good health is important and to encourage participants age 50+ to take an active role in their continued good health, to be the generation teaching and creating a legacy of wellness and community spirit.

- Staff is gearing up for the start of Summer Camp on June 24th, getting last minute supplies ordered and scheduling fun field trips.

COMMUNITY SERVICES DIVISION

Youth and Human Services

- The Kirkland Youth Council awarded 2013 Eileen Trentman Memorial Scholarships to Kelsey Camlleri-Espinosa, Kirkland Youth Council member from Juanita High School, and Amy Johnson, Kirkland Park Board member from Lake Washington High School.

MAINTENANCE DIVISION

Athletic Fields

- Lee Johnson Field – Despite the damp Memorial Day Weekend, the Memorial Day Weekend Tournament, hosted by Kirkland Baseball Commission (KBC), went o.k. In June, Lee Johnson will be the locale for Kirkland National/Kirkland American Little League City Championships as well as a Kirkland Baseball Commission End of the Season championship (end of the *regular* season).
- Crestwoods – LW High School Girls Softball are finished with their season. They did great! Crestwoods continues to be used by the Senior Co-Ed and Mens league, by the City's Recreation league and by Kirkland American Little League. Summer camps will begin soon at Crestwoods as well.
- Everest – Northwest University first full season of use has wrapped up for 2013. It was a pleasure to have them at Everest. Kirkland American Little League various Tournaments of Champions will begin in June and then they'll move into All Star practices.
- 132nd Square and Juanita Beach continue to be home to Kirkland National Little League as well as various other groups. Regular season and playoffs will be the norm for June at these two locations.

Volunteers

- May 18th was a very fun and fantastic volunteer day. 1st Baptist Church, Reach Church, Life Community Church and Elevation Church joined forces throughout Kirkland Parks providing many hands of help. At the Cemetery they helped with mulch, at Heritage Park we had lots of assistance with weeding, at Edith Moulton Park we had help with weeding, edging and mulching, and at Juanita Beach we had excellent help with weeding as well. Everyone was fantastic! We look forward to this event every year. We thank everyone for their service and thank 1st Baptist for taking the lead and pulling everyone together!
- Eagle Scout Kristian Muhlestein and 45 helpers provided 156 total hours of service at OO Denny Park working on a portion of a trail. They were absolutely wonderful! Thank you, Scout Muhlestein and helpers!!

Donations

- Three amenities to Kirkland's parks have recently been donated by families in honor loved ones: a bench was donated by the Prodanovich family in honor of loved one Mae Kuni Espillac; a bench was donated by the Hotes in honor of Elizabeth O.Hotes; and a bench was donated by the Sindell family in honor of Penny Rowen Sindell. We thank each of these families for their heartfelt contributions to Kirkland parks.

Notes from the Field

- Lake Avenue West Park site will get some excitement this month. Nickel Brothers Inc. will be moving the 1919 Craftsman style home from 128 12th Ave onto a barge staged on the shores of the park site. Nickel Brothers have been busy in Kirkland. They just completed a move in May of a log cabin from Market Street to the Highlands Neighborhood.



GREEN KIRKLAND PARTNERSHIP

- Green Kirkland Partnership hosted an outreach booth on May 15th at Bellevue College's Volunteer Service Fair. It was an important opportunity to recruit new volunteers and talk with students about the Green Kirkland Partnership's work.
- On May 11th Friends of Kiwanis Park, EarthCorps and the Green Kirkland Partnership hosted a volunteer event at Kiwanis Park. During the afternoon 91 volunteers removed Himalayan blackberry, mulch cleared areas and cared for previously planted areas. See photos at www.facebook.com (search "Green Kirkland Partnership").
- In collaboration with Public Works, large pieces of an ailing cedar tree were placed in Juanita Bay Park to provide benefits from coarse woody debris. This project is a great demonstration of collaboration between Public Works and Parks Departments. See photos at www.facebook.com (search "Green Kirkland Partnership").
- Green Kirkland Steward Judi Radloff hosted her first EVER volunteer event on May 11th at Crestwoods Park. Additionally, she has two June volunteer events planned on the 1st and 14th.
- On May 16th Ford of Kirkland employees joined the Juanita Bay Park Volunteers group to remove invasive plants and lay down woodchip mulch.
- Green Kirkland Stewards continue to host recurring volunteer events in their respective parks
 - Juanita Bay Rollers / 2009 Native Plant Stewards: 4th Saturday of the month events at Juanita Bay Park
 - Juanita Bay Park Volunteers: Thursday, 10am-noon at Juanita Bay Park
 - Highlands Neighborhood: Wednesday, 10am-11am at Cotton Hill Park
- On May 22nd, three Green Kirkland Partnership employees attended the King County Noxious Weed Training in Preston, WA, to learn and refresh their understanding of noxious weed removal Best Management Practices and updates to changes in the Noxious Weed Species List. It was beneficial to hear from other cities and departments about how they are working to control and eradicate their noxious weeds
- The following table summarizes Green Kirkland Partnership events and other activities conducted by volunteers in April. It includes event volunteers and ongoing volunteers (ongoing field and administrative work).

Date	Park/Work	Group Name	Number of Volunteers			Hours	Dollar Equivalent ¹
			Youth	Adult	Total		
4/13	Kiwanis Park	Friends of Kiwanis and LWHS Key Club	23	6	29	86	\$1,951.34
4/16	Watershed Park	Eastside Prep Students	36	5	41	184.5	\$4,186.31
4/20	Juanita Bay Park	EarthCorps Partnership Event	66	101	167	668	\$15,156.92
4/24	Watershed Park	GK Steward and Volunteers	2	1	3	6	\$136.14
4/27	Juanita Bay Park	Juanita Bay Rollers	6	13	19	61	\$1,384.09
Ongoing	Administrative		0	3	3	53	\$1,110.46
Ongoing	Field work		0	10	10	86.75	\$833.87
April Total							\$21,612.23

¹ Dollar Equivalent = Hours x \$22.69

- Upcoming volunteer events open to the general public:
 - Saturday, June 1st from 9 am to 11am and Saturday, June 14th from 12pm-2pm, at Crestwoods Park. To register for these events email dejjs@frontier.com
 - Saturday, June 8th at Everest Park from 9 am to 12 pm. To register visit www.earthcorps.org/volunteer.php
 - Saturday, June 8th at Kiwanis Park from 9 am to 12 pm. Sign up by emailing friendsofkiwanispark@gmail.com
 - Friday, June 21st at Carillon Woods from 10 am to 2 pm. To register visit www.earthcorps.org/volunteer.php
 - Saturday, June 22nd, at Juanita Bay Park, 10 am to 1 pm. Contact JBRollers@gmail.com.
 - Wednesdays, June 5th, 12th, 19th and 26th at Cotton Hill Park, 10 am to 11 am. Contact Karen Story karen@tinyisland.com.
 - Thursdays, June 6th, 13th, 20th, 27th, at Juanita Bay Park, 10 am to 12 pm. Contact Nona Ganz, 425.822.1618, nonaganz@frontier.com.

**CITY OF KIRKLAND**

Department of Parks & Community Services

505 Market Street, Suite A, Kirkland, WA 98033 425.587.3300

www.kirklandwa.gov

MEMORANDUM

To: Park Board

From: Jason Filan, Parks Operations Manager

Date: June 7, 2013

Subject: North Juanita Open Space

RECOMMENDATION

That the Park Board 1) receive a presentation on options for improvement of the North Juanita Open Space site; 2) allow an opportunity for public comment regarding improvement of the site; 3) make a recommendation regarding site improvements.

BACKGROUND DISCUSSION

In 2010, the Park Board received correspondence from a representative of the Garden Gate housing development located directly north of the North Juanita Open Space, an undeveloped City-owned property in the Juanita neighborhood. Residents of Garden Gate indicated interest in the City completing park improvements to the property. This area of Kirkland is not being met by the City's level of service goal of a park within a quarter-mile radius of each household.

In 2007, the developer of Garden Gate, in lieu of completing certain off-site sidewalk improvements, reached an agreement with the Public Works department to provide about \$43,000 towards a fund for future "pedestrian improvements" through the North Juanita Open Space. A condition of the fund is that it must be utilized by August of 2013; otherwise, the funds will be returned to the developer.

The North Juanita Open Space is approximately 1.03 acres in size with a significant amount of English ivy and Himalayan blackberry that are degrading the natural health of this open space. The area was mapped and included in the City's 2006 20-Year Forest Restoration Plan in which every park and open space was evaluated for its forest composition and level of invasive species coverage and categorized according to the forest conditions of the park or open space.

The following table shows the Plan's Triage Model for categorizing forest conditions:

Triage Categories



In 2006, the North Juanita Open Space was identified to have approximately .27 acres in Category 9 and .76 acres in Category 5. As there have been no efforts since 2006 to remove the invasive plants found in 2006, today the site is estimated to have approximately .70 acres in Category 9 and .33 acres in Category 6.

Site Improvement Goals

Over the past several months, staff has collaborated with the Juanita Neighborhood Association, the community surrounding the open space, the Police department and the Park Board to develop some goals for improvements to the site. Suggested goals include the following:

- Remove invasive plant species to improve health of the open space and restore the area with native trees and plants.
- Create a pedestrian path through the site in order to provide users access and neighborhood connectivity.
- Provide access to accommodate necessary maintenance and emergency response.
- Perform improvements which require minimal maintenance and can be supported by an on-going neighborhood volunteer commitment.

Improvement Options

Staff has identified two options for implementing forest restoration and installing a soft surface pathway to connect the Garden Gate neighborhood to N.E. 129th Street.

- Option 1: Contracting for mechanical removal of invasive plants
The City would hire a contractor to remove invasive vegetation by mechanical means. Typical equipment used is shown in Attachment B and would cost approximately \$25,500, leaving \$17,500 for trees, plants and fencing materials (to be installed to City standard by park maintenance staff).

- Option 2: Contract goats
The City would contracting with a vendor bring a herd of goats to clear the above-ground areas of Himalayan blackberry and English ivy. The estimated cost is \$15,000, dependent on the number of goats and the duration of their stay, leaving approximately \$28,000 for trees, plants, fencing materials and additional site improvements. Following the clearing by the goats, staff and volunteers would remove blackberry and ivy roots and clear "life rings" on ivy-covered trees.

Staff recommends Option 2 as the preferred method for beginning restoration of this open space site. The equipment used in Option 1 would require removal of native trees in order access areas of the site covered in blackberry. Additionally, Option 1 would require the transportation of waste plant material for disposal that would not be needed with Option 2.

Attachments

Attachment A

North Juanita Open Space – site pictures



View from south entrance



View from within open space

Attachment B

Ground-clearing equipment





CITY OF KIRKLAND
Department of Parks & Community Services
505 Market Street, Suite A, Kirkland, WA 98033 425.587.3300
www.kirklandwa.gov

MEMORANDUM

To: Park Board

From: Michael Cogle, Deputy Director

Date: June 7, 2013

Subject: Totem Lake Park Master Plan Emerging Themes and Draft Design Program

RECOMMENDATION:

That the Park Board review and provide input on emerging themes and design program elements for the Totem Lake Park Master Plan.

BACKGROUND DISCUSSION:

The lead consultants for the park master planning process, Guy Michaelson and Andy Mitton from Berger Partnership, will attend the Board's June meeting to summarize results from the June 1st public workshop and summarize emerging themes and a draft design program which will guide the development of schematic design alternatives later this summer and fall.

Attached as background is a summary of the June 1st park planning workshop, electronic versions of display boards, and a draft design program for your review.

The Totem Lake Park Master Plan project is scheduled to be reviewed by the City Council at their study session of July 16th.

Attachments

TOTEM LAKE PARK MASTER PLANNING

June 7, 2013

Emerging themes / park program:

1. Provide a loop trail that has minimal impacts to the wildlife habitat and ecology of the site. (Strong support for maintaining what' s there and building from it).
 - a. Include a connection through the site to the mall that is a better experience than walking along Totem Lake BLVD.
 - b. Safety and security are a concern and need to be addressed.
2. Install viewing platforms to the north, or at locations around the lake, to view the open water, wildlife, (possible views to Mt Rainier)
3. Provide access / connections to the adjacent neighborhood (CKC, SCL Right-of-way, and steep hillside open space to the northeast).
4. Better pedestrian crossing / gateway at CKC, Totem Lake Boulevard and 124th Street (Grade separated):
 - a. Consider "all way crossing" like at Pike Place Market.
5. Create more upland for additional amenities: Wetland education center, parking, picnicking, lawn, etc. (acquire adjacent property(s)?)
6. Program to remove invasive species / site stewardship (Establish a friends of group?)
7. Make the site accessible, provide seating areas and benches, interpretive elements.
8. Have the surrounding businesses support the park site that will preserve the wetland / Lake.
9. Create viewpoints through vegetation management that allow views into the site.
10. Consider if access to the water for human powered boats is desirable.

Meeting Notes



Project: Totem Lake Park Master Plan **Date:** 6.1.13
Location: Yuppie Pawn Parking Lot **Page:** 1 of 6
Time: 10:00am – 1:00pm

Attendance: Approximately 30 people attended the meeting representing the surrounding neighborhood, Park Board Members, and City Staff.

Purpose: Public Workshop #1

Discussion:

The following hand written comments were provided by members of the public who were asked to share their vision for Totem Lake (written on tags added to the boards):

- Loop trail connected to Cross Kirkland Trail essential. Ed/teaching.
- If you cannot secure rights to do a full circle around the east or if too detrimental for wildlife, then build some great end stations from the south and north.
- Interactive education center and community project center connected to the trail.
- Provide access to adjacent green spaces.
- Should water access be allowed or not?
- Low hanging fruit: work with power company to build trail/steps from upper traffic circle to boardwalk/trail.
- Finish connection on east side of lake. Path.
- Trail up to 125th on power line.
- "Unique" trail by power lines. Ideas: made recycle mat; rope trail; low level connection zip lines to go down.
- This is not a question.
- Recycling info center.
- Work with the other business to enhance involvement.
- Boardwalk around park connecting Cross Kirkland Corridor with natural habitat area and lake. (Notation: "I agree.")
- If wide enough boardwalk/trails then maybe bikes could be allowed.
- Does elevated pedestrian bridge conflict with overhead Puget power line clearances? Power easement constraints?
- All directions crossing a la Pike Mkt or BLVU Transit Center?
- Grade sep. crossing, Gateway for Totem Lake and vista. Wetland Education Center. Elevate trail so can see Totem Lake. Destination parking.
- Opportunities for WQ treatment for storm drains to Totem Lake.
- Three raised observation decks to not impact land of area.

Meeting Notes



Project:

Date: 6.7.13

Location:

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Time:

- Make a complete loop trail.
- Purple loosestrife Remove invasive underbrush somehow, either removal, make deeper.
- Consider property purchase for a community/interpretive center.
- Enhance biodiversity/matrix for entire area.
- These rolling wooden walkways would be great fun. But you need a wide space for them.
- Supportive connection of existing private waterfall park.
- Letter to mall owner of future vision.
- Access via bicycle from on-trail/corridor directions (safety).
- Loaner mini railed bike/trolley around lake to Totem Lake Mall.
- Wetland Center: interactive museum; youth-focused; hands-on exhibits for water quality, runoff, toxicity, remediation, ecosystems, loss of wetlands; school destination; tours; community service. – Bob Forgrave (bob@forgrave.net)
- Wooden overstructure creates artistic interest above walkway.
- Boardwalks around the lake.
- Muddy boots club, see OPB, Oregon Field Guide.
- Like this elevated overlook!
- For any views you need elevation. Also may need less trashy invasive brush around the lake which impedes views, especially in summer.
- Benches every 150 feet.
- 1. Path around Totem Lake. 2. A second viewing deck. 3. Connect CKC to mall by trail. 4. Sidewalk cafes on lake.
- Opportunities for water scape, rock work and waterfall as viewing node.

The following comments and/or observations were noted during the walking tours:

- The citizens who grew up in this area definitely have a strong affection for it, particularly those who played here as children.
- Many feel protective of the area, interested in preserving and improving ecological value.
- Definite support for continuing vegetation management to remove invasive species and replace with natives.
- Some were surprised that there might be any fish in the lake. Various fishermen's observations on the internet indicate small- and large-mouth bass, crappies, sun fish, bluegill, bullheads, and perch (i.e. warm

Meeting Notes



Project:

Date: 6.7.13

Location:

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Time:

- water species). We saw one undated report of rainbow trout, maybe planted by school children or something but probably didn't persist.
- There is some interest in focused access to the lake for canoes or kayaks.
 - Will there be a Friends of Totem Lake volunteer group?
 - When was the boardwalk last inspected from a structural and safety perspective?
 - Support for improving and repairing the trail and boardwalk.
 - Strong interest in creating a loop trail/boardwalk.
 - One citizen reported madrona trees around the lake in the past.
 - Reports of deer, muskrats, beavers, coyotes, hummingbirds, red-wing blackbirds, ducks, shorebirds, turtles.
 - Apparently there was a vegetation mat floating around the lake for a few years, had shrubs and emergents. The thinking was that it "broke off" from the edge of the lake.
 - One participant was aware of the different wetland rating systems for Kirkland and Ecology, and was interested in our findings.
 - Question about dead trees/snags in wetland, discussion about water levels and value of snags to wildlife.
 - We observed family of geese walking the sidewalk on the south side of Totem Lake Boulevard, with discussion about wildlife crossing from surrounding greenspace pockets to the lake.
 - Several people expressed interest in a stairway or some type of access through power line corridor.
 - Interest in elevated viewpoints to see the lake better.

Conversations recorded by notes at the meeting:

- Parking issues – identify where people can park to access the site. Will there be parking on-site?
- Hillside – is there a way to develop a connection at the SCL ROW down the hill? Possibly provide parking at the top of the hill at the turn-around?

Meeting Notes



Project:

Date: 6.7.13

Location:

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Time:

- How does the land ownership work? Will the land be transferred from KCD to the City of Kirkland?
- Is there a time the park is open and closed?
- Is there Active use planned at the park? How will this impact wildlife?
- Concerned that a boardwalk on the east side cutting through the wetland will affect wildlife. Redwing blackbird population may be affected.
 - Put observation platforms on the perimeter looking in like Juanita Bay Park and Finn Hill Park.
- Neighborhood to the East of the park (above Nintendo and business park) has a 300 foot easement on the steep hillside.
- Drainage problems from the neighborhood to the east caused sedimentation and flooding at Totem Lake. The City built a new stormwater facility on the hillside that help mitigate this issue.
- Overnight camping had been a problem off the pathway to the east in the past. How will the new design address this issue?
- Security and visibility concerns especially for the residents of the condo' s.
- Deer and Coyote are noted in the area.
- Lake was bigger in the past. There used to be a kayak / canoe launch on the southern edge near Discount Tire. A lot of garbage has been dumped along the tracks and the old access down to the lake is overgrown and not maintained.
- Invasive species on site that need removal – purple loosestrife and reed canary grass
- There was a floating island on the lake in the past.
- There used to be a farmers market here.
- The Carlton Inn originally wanted to open up their property to the lake but were then asked to screen the development from the lake.
- Site needs to be maintained as open space and protected
- 126th Right of way deed that was never built on the steep hillside.

Meeting Notes



Project:

Date: 6.7.13

Location:

Page: 5 of 6

Time:

- Current businesses that support the park are at the mall; Denny's pet world and Big 5 Sporting goods. (Binoculars and Black niger seed used to feed finches)
- Re-development of Totem Lake Mall was supposed to take the Bellevue Square Mall development model. Would ask how the mall could be made to be unique and personal.
- Re-development of the surrounding parcels should support active NW Lifestyle. Let the lake be the catalyst with trails and support facilities to support these types of businesses. Citizens need to contact city representatives and tell them what the future vision should be. (This neighbors vision is as follows):
 - Should support the neighborhood and be a regional draw.
 - Build a connector pathway / stairway up the hill (at SCL powerline ROW).
 - Rope / PAR course around the lake for exercise.
 - Develop a rail bicycle loop to connect the (retail) areas of the lake (See examples in Japan).
 - Use the connection with King County property owner to educate about recycling.
 - Purchase the Yuppie Pawn property and develop it as an interpretive center with parking.
 - Provide raised observation posts around the lake to view wildlife and see the lake.
- Had no clue that there was a lake here. Vegetation and trees are a barrier. How to let people know there is a lake here? Is there a way to open up vegetation so you can see the lake?
- Lived here for 15 years and have been here once. (When asked what would bring them back more often they replied, "make it a loop trail").
- Would like to know locations of all water piped/surface entering and exiting the lake. Where is it coming from? Where is it going?
- If a boardwalk/path is constructed, are there mitigation activities which could occur offsite/onsite?

Meeting Notes



Project:

Date: 6.7.13

Location:

Page: 6 of 6

Time:

- Desire for elevated vehicular "highway" connecting 124th Ave NE portions north and south of lake to alleviate traffic problems in/around Totem Lake Mall.
- The new Juanita Beach is terrible in terms of ecology, leave Totem Lake as-is without any disturbances.
- Aerial walkways are good.
- Desire for loop path connecting all the way around the lake with more than one viewpoint.

Meeting Adjourned

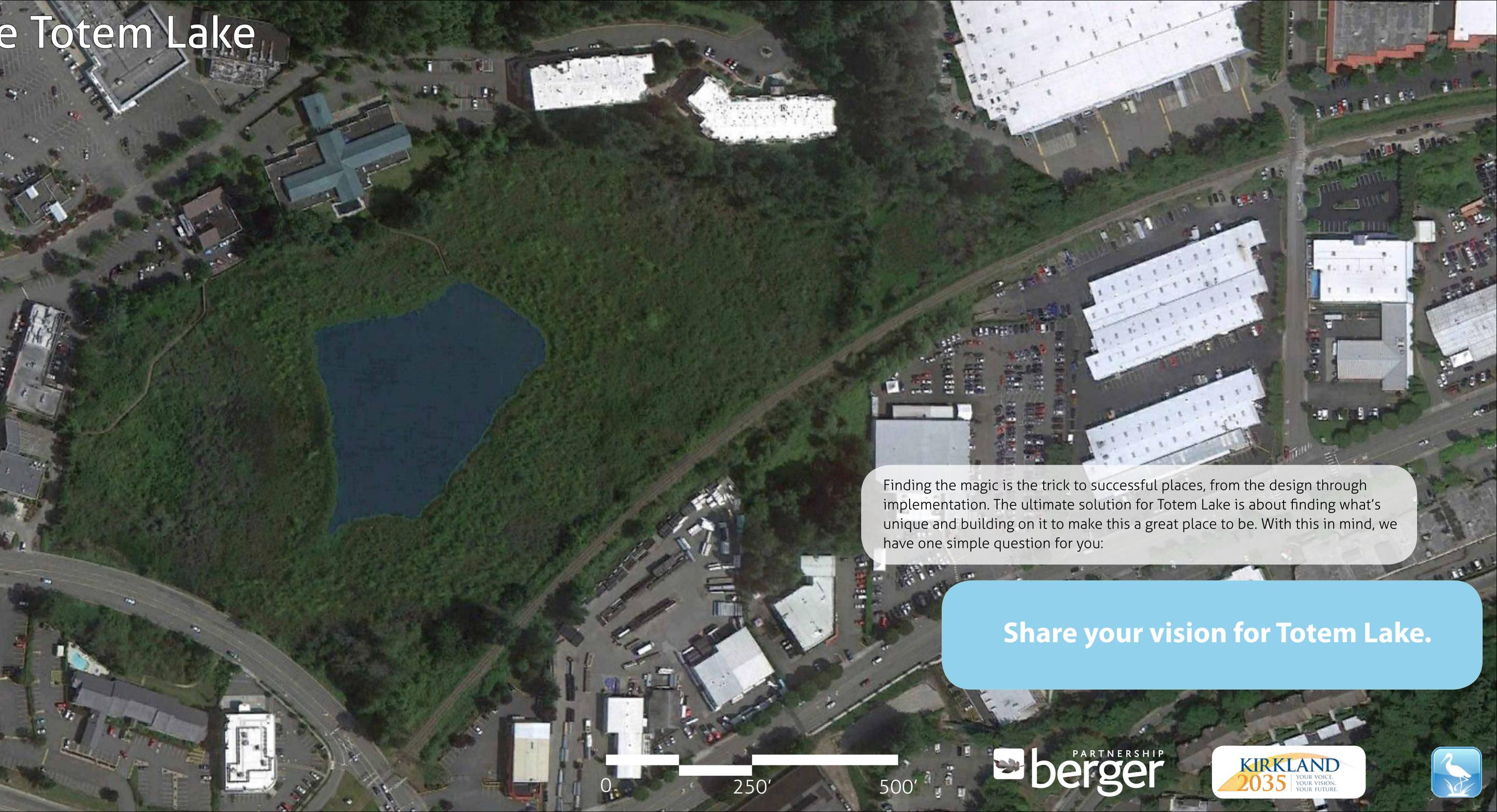
The preceding is assumed to be a complete and correct record of the significant items and actions agreed upon at the above meeting. Please advise the author immediately of any additions or corrections to the minutes. Work is proceeding on the basis of this record.

Prepared by:

Berger Partnership PS

Andy Mitton
Project Manager

Totem Lake Park ReImagine Totem Lake



Finding the magic is the trick to successful places, from the design through implementation. The ultimate solution for Totem Lake is about finding what's unique and building on it to make this a great place to be. With this in mind, we have one simple question for you:

Share your vision for Totem Lake.



Totem Lake Park Reveal Recreation & Culture

It's not just a place; it's a starting point. If there was improved site access and connections to the surrounding community, could Totem Lake be revealed as the central park of the neighborhood? What would help strengthen the Lake as a destination?

An economic catalyst: Would you like to sit out on a patio for brunch looking out over the lake on a sunny morning? Surrounding development could enable Totem Lake Park to become a destination that then supports other services.

What...there's a lake in Totem Lake? Did you know there was a lake here? Limited access to the site surrounded by development and natural barriers make it hard to get here. There is a great opportunity to develop a strong sense of place that can become a catalyst to revitalize the greater Totem Lake Community.

Mudd Lake, one of many names in Totem Lake history, has a story to tell. Starting with a vast forest and cultures of Native Americans, the area has transitioned from agriculture and railroads to automobiles, modern development and industry. The landscape around the lake over the past 100 years has seen a dramatic change. Totem Lake is physically located at the heart of its namesake neighborhood, yet it is anything but the heart of the community that surrounds it.

Honor and build on the history: Agriculture was prevalent around the lake during early days of Kirkland, and the railway has left its imprint on the shores as well. How can this help build character for the site?

Reach beyond the park! With its location along the forthcoming Cross Kirkland Corridor, the Park brings a unique opportunity to provide connections to businesses and amenities for trail users.

What activities, existing or new, would bring you to Totem Lake?

- (A) Totem Lake Park**
- (B) Surrounding Properties**
- (C) Totem Lake Mall**
- (D) Cross Kirkland Corridor**
- (E) Evergreen Hospital**
- (F) Neighborhood**



Totem Lake Reveal Park Ecology

1 Totem Lake Neighborhood

Given the highly urbanized nature of the area surrounding Totem Lake area, runoff into the lake causes degraded water quality, affecting the lake ecosystem and possibly downstream water quality.

2 Lake Outlet

Flooding affects the site and is a partial result of downstream impacts, some of which are caused by an eager beaver!

3 Forested Hillside

The steep hillside to the north of the lake forms a wildlife corridor that also provides a possible connection to Evergreen Hospital and surrounding communities.

4 Urban Creeks

Water drains into and out of Totem Lake from the surrounding hillsides and communities.

5 Adjacent Wetlands

Wetlands separated by the CKC and Totem Lake Blvd. are connected to the lake and need to be considered as to how they impact the site.

6 Totem Lake Wildlife

How can we enhance wildlife habitat and maintain or improve the function of the site? Consider songbirds, waterfowl, amphibians, fish, & beavers.

7 Totem Lake Invasives

What Restoration efforts are needed to manage invasive species?



Totem Lake is the headwaters of a much larger natural system (a tributary of the Juanita Creek Drainage Basin). The lake and surrounding areas are classified as a depressional wetland approximately 18 acres in size. The open water portion, Totem Lake, comprises approximately 3 acres of the total wetland area. Native vegetation within the wetland includes native scrub-shrub, emergent and aquatic bed plants. Invasive plants are present, including Purple loosestrife, reed canary grass and Himalayan Blackberry. Totem Lake is an ecological gem, yet with some obvious impacts from the urban areas that surround it. One of the critical opportunities of this project will be designing a plan that can enhance the human experience of the park, opening it up to become an icon of the community, even as we work to enhance the ecological performance of the lake and wetland.

What observations do you have to add?



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

505 Market Street, Suite A, Kirkland, WA 98033 425.587.3300

www.kirklandwa.gov

MEMORANDUM

To: Park Board

From: Michael Cogle, Deputy Director

Date: June 7, 2013

Subject: Waverly Beach Park Renovation Plan Development

Recommendation

That the Park Board reviews the project scope for developing the Waverly Beach Park Renovation Plan.

Background

This year the City will be developing a plan for the renovation of Waverly Beach Park. Renovation of the park was identified as one of the capital improvements to be funded by the 2012 Parks Levy.

The City has hired Anchor QEA to help develop the renovation plan. Attached for the Board's review is the scope of services. Staff will provide a quick overview and answer questions at the June meeting. The consultant will attend the Park Board's July meeting to gather input for the development of the plan.

Attachment



720 Olive Way, Suite 1900
Seattle, Washington 98101
Phone 206.287.9130
Fax 206.287.9131

WAVERLY BEACH PARK RENOVATION PLAN SCOPE OF WORK EXHIBIT "A"

PROJECT UNDERSTANDING AND PURPOSE

This scope of work, prepared by Anchor QEA, LLC, is based on our present understanding of the work to be completed for the Waverly Beach Park Renovation Plan Project (Project). The work plan provides an approach for Anchor QEA in conjunction with the City of Kirkland's Parks and Community Services Department and Public Works (City) staff to accomplish the following:

1. Project Management including developing a schedule, communication with the City and consultant team, budget management, and monthly invoicing.
2. Gathering and assessing existing information including meetings with City staff and Park Board, and site survey.
3. Developing and implementing public and stakeholder involvement.
4. Analyzing the existing conditions, opportunities, and constraints; developing a preliminary program of design elements and design criteria; and presenting this information to City staff, the Park Board, and the public.
5. Preparing alternative design plans and obtaining input from City staff and the Park Board.
6. Preparing a preliminary and final renovation plan, costs, and phasing based on input from City staff, permitting agencies, the public, and the Park Board.
7. Collecting additional information.

The fee proposal based on this scope of work is included as Exhibit B. The Project area is defined as the entire 3-acre Waverly Beach Park (see Exhibit C, site aerial photograph) site owned by the City.

TASK 1 – PROJECT MANAGEMENT

Step 1.1: Prepare Detailed Task Summary

- This scope of work in its final form will constitute the detailed task summary. More abbreviated summaries of the renovation plan process will be prepared for public and stakeholder meetings.

Step 1.2: Prepare and Update Project Schedule

- A project schedule showing the primary project milestones and dates will be prepared in consultation with the City. The schedule will be updated if schedule changes are required. Potential schedule changes will be approved by the City.

Step 1.3: Communication with City of Kirkland

- The project manager will maintain consistent communication between the City and the consultant team.
- The City's primary point of contact for this phase of the Project will be Michael Cogle. The consultant team project manager is Peter Hummel of Anchor QEA.

Step 1.4: Budget Management

- Manage team budget, including invoicing.
- Provide monthly budget review to avoid cost overruns.

Deliverables

- Detailed task summary in MS Word and Adobe Acrobat (.pdf) file format.
- Project schedule in .pdf file format.
- Monthly invoices with budget status.

TASK 2 – GATHER EXISTING INFORMATION AND PREPARE SITE SURVEY

Step 2.1: Project Kick-off Meeting with City of Kirkland

- Participate in a kick-off meeting with City staff to review project scope of work and schedule.
-

- Gather available materials and identify additional required information.
- Review public and stakeholder involvement strategy, and confirm deliverables.

Step 2.2: Site Visit with the Park Board

- Conduct a site visit with City staff and Park Board members. (The site visit shall be scheduled by the City.)

Step 2.3: Collect and Compile Existing Information

- Review relevant background materials relating to the project provided by City staff. These materials are assumed to be limited, as past planning activities for the site have been sporadic and informal. Materials may include past planning documents, GIS maps, existing surveys, assessor's maps, utility maps, historic plans and documents, and as-built drawings. These documents will be reviewed and summarized in a brief memorandum and described in Step 2.7.

Step 2.4: Delineate Wetland and Ordinary High Water Mark Boundaries

- Delineate wetland, and Ordinary High Water Mark (OHWM) on site using established state (wetland and OHWM) and federal (wetland only) methodologies. Mark boundaries in field using flagging, take GPS points, and prepare map on aerial photo for use by site survey crew.
- Document findings, including wetland rating data sheets, for later use during wetland delineation report preparation during Phase 2 permitting.

Step 2.5: Site Survey

- Prepare a base map consisting of new topographic and bathymetric survey information collected by consultant's surveyor. This information will identify and locate natural and manmade features such as topography, nearshore bathymetry, wetlands, OHWM, vegetation, utilities, structures, and other features as necessary for the purposes of the renovation plan and permitting. Nearshore bathymetry will be collected from the shallow areas of the lakeshore and the dock (no boat-based survey is included). Property boundaries will be based on assessor's parcel data and will not constitute a legal boundary survey for the renovation plan phase.
-

- The site survey will be led by Roth Hill.

Step 2.6: Initial Regulatory Agency Outreach

- Communicate via phone or email with local, state, and federal regulatory/permitting authorities to confirm understanding of regulatory issues and constraints, particularly related to sensitive areas, shoreline access, and recreation activities.
- Summarize applicable regulatory processes and requirements in Step 2.7 memorandum.

Step 2.7: Task 2 Summary Memorandum

- Summarize findings of Task 2 including meetings with City staff and the Park Board, existing information, topographic survey, and regulatory agency outreach in a technical memorandum.

Deliverables

- Task 2 Memorandum summarizing existing information, topographic survey, City staff, Park Board, and regulatory agency feedback, in.pdf file format.
- Base map in AutoCAD and .pdf file format. One map of the entire City-owned Project site and associated Lake Washington shallow water area (to end of pier) will be included.

TASK 3 – PUBLIC AND STAKEHOLDER INVOLVEMENT

Public and stakeholder involvement will engage several groups and organizations interested in Waverly Beach Park. It is assumed that City staff will continue to engage the public through the City website and post updated information on the renovation plan planning process.

Step 3.1: Public Involvement Meetings

- Three public meetings are anticipated during the renovation plan process. The public meetings will be facilitated by City staff and Anchor QEA. Meetings will
-

include presentations to the assembled participants and breakout sessions to collect public input. Public meetings are anticipated at the following steps in the renovation plan process:

- During Task 4, following preparation of draft design program and design criteria, and identification of opportunities and constraints, and prior to alternative designs.
- During Task 5, following the preparation of the round 2 alternative designs.
- During Task 6, following the development of the preliminary renovation plan to allow for input to plan before it is finalized.

Step 3.3: Meeting with Metro King County

- The Metro King County meeting would cover their on-site pump station and associated utilities.

Step 3.4: Regulatory Agency Meeting

- One meeting with local, state, and federal regulatory/permit agencies is anticipated to obtain input on Task 6, preliminary renovation plan, and confirm feasibility of proposed improvements.

Step 3.5: Public Works Meeting

- The City Public Works meeting would include discussing City utilities and access to the site on Waverly Way and 6th Street West including any potential modifications within the street right-of-way. The meeting is anticipated during the preliminary renovation plan stage in Task 5. City staff will organize this meeting and contact Public Works; Anchor QEA will also participate.

Step 3.6: Park Board Meetings

- One Park Board meeting is included in each step in the renovation planning process beginning in Task 2 (site visit), and continuing in Tasks 4, 5, 6, and 7 for a total of 5 meetings.
-

Step 3.7: City Council Meeting

- There will be one optional City Council meeting once the renovation plan is finalized. The need for this meeting will be determined in Task 6.

Deliverables

- Meeting minutes for each public and stakeholder meeting will be prepared in draft form for review by City staff and submitted in MS Word file format. The final version will be submitted in .pdf format for posting by City staff to the City website (at the discretion of City staff).
- Prepare meeting agendas, display boards, and MS PowerPoint presentations in conjunction with City staff.

TASK 4 – ANALYZE INFORMATION, DRAFT DESIGN PROGRAM AND CRITERIA, AND MEETINGS

Step 4.1: Identify Opportunities and Constraints

- Prepare a graphic illustration that summarizes site opportunities and constraints at an appropriate scale, using both existing and prepared maps, surveys, GIS maps, and other available information.

Step 4.2: Preliminary Park Program and Design Criteria

- Prepare preliminary design program and design criteria based on input from the City and information gathered.
- Prepare preliminary park program (quantitative description of elements to be included in renovation plan) and preliminary design criteria (qualitative description of what the park's characteristics should be), based on discussions with city staff and park board.
- Use this feedback to refine program and criteria.

Step 4.3: Review and Comment Meetings

- Meet with City staff to review information to be presented to the Park Board and the public; update information based on staff feedback.
-

- Attend meeting with the Park Board to gather input on opportunities and constraints, public involvement process, the preliminary design program, and design criteria.
- Facilitate a public workshop to inform the public of the public involvement process and solicit input from the public on the opportunities and constraints, preliminary design program, and design criteria.
- Provide graphics and written information as required to support the public outreach efforts of the City.

Step 4.4: Report

- Prepare a report that summarizes identified issues and opportunities as identified in Tasks 2 and 4.

Deliverables

- Preliminary design program and design criteria will be submitted in MS Word and .pdf file formats.
- Opportunities and constraints map prepared over the topographic survey base as a full-sized drawing, in color, and to scale (assume 22 inches by 34 inches). Meeting handouts (11 inches by 17 inches) and .pdf files will be provided.
- Report summarizing Tasks 2 and 4 information will be submitted in .pdf and MS Word file formats.

TASK 5 – ALTERNATIVE DESIGNS

Step 5.1: Alternative Design Plans, Round 1

- Prepare a minimum of three alternative design plans based on the preliminary park program, design criteria, and feedback received to date.

Step 4.3: Alternative Design Plans, Round 2

- Refine or reconfigure alternatives in response to City staff feedback. Designs will be prepared as plan views.
-

Step 4.4: Alternative Design Plans Review and Comment Meetings

- Round 1 design plans will be presented to City staff for feedback and refinement at one meeting prior to distribution to a larger audience (described in Round 2 and below).
- Present a new set (Round 2) of alternatives to the public for review and comment at one public workshop.
- Present a new set (Round 2) of alternatives to the Park Board for review and comment. Use design criteria and program to help evaluate the alternative designs.

Deliverables

- Alternative design plans (rounds 1 and 2) will be prepared over the topographic survey base as full sized plans (assume 22 inches by 34 inches), color rendered, and to scale. Meeting handouts (11 inches by 17 inches) will be provided, and each alternative will be provided in .pdf file format.

TASK 6 – PREPARE PRELIMINARY RENOVATION PLAN, PHASING, AND COSTS

Step 6.1: Prepare Preliminary Renovation Plan

- Based upon the results of Task 5, develop a Preliminary Park Renovation Plan. This plan will reflect the preferred elements of the alternatives based on feedback from the City staff and the Park Board.
 - Develop an opinion of probable construction cost and other associated implementation costs for the entire preliminary renovation plan.
 - Develop draft phasing criteria for City staff review, and discuss with City staff in a conference call.
 - Apply phasing criteria to the preliminary renovation plan and opinion of probable cost to develop a preliminary phasing plan. Preliminary phasing plan shall include a graphic showing boundaries and a cost breakdown detailing proposed improvements and costs by phase.
-

Step 6.2: Review and Comment Meetings

- Present preliminary renovation plan, opinion of cost, and phasing plan to City staff for review and input.
- Present preliminary renovation plan to local, state, and federal permit agencies at one meeting on site for review and input.
- Present preliminary renovation plan and supporting documents at a public workshop for review and input.
- Present preliminary renovation plan and supporting documents to the Park Board at one meeting for review and input.

Deliverables

- The preliminary renovation plan design will be prepared over the topographic survey base as a full-sized plan and section drawings, color rendered, and to scale (assume 22 inches by 34 inches). Meeting handouts (11 inches by 17 inches) and .pdf files will be provided.
- The preliminary opinion of probable costs will be provided in .pdf file format.
- The preliminary phasing plan graphic will be prepared as full-sized plans (assume 22 inches by 34 inches) and section drawings, color rendered, and to scale. Meeting handouts (11-inch by 17-inch) and .pdf files will be provided. The preliminary phasing plan items and costs will be provided in .pdf file format.

TASK 7 – PREPARE FINAL RENOVATION PLAN, PHASING, SCHEDULE AND COSTS

Step 7.1: Prepare Final Renovation Plan

- Based upon the results of Task 6, and a constructability evaluation, develop a Final Park Renovation Plan. This plan will reflect the design refinements based on feedback from the City staff, permit agencies, the public, the Park Board, and Anchor QEA construction managers.
 - Prepare final regulatory strategy memorandum outlining the approach and timeline for gaining agency approvals.
 - Prepare a final opinion of probable construction cost and other associated implementation costs for the entire renovation plan.
-

- Prepare final phasing criteria based on City staff and Anchor QEA construction managers.
- Evaluate renovation plan for grant funding in consultation with City staff.
- Finalize phasing plan based on final phasing criteria, Task 6 feedback, and grant funding evaluation. Final phasing plan shall include a graphic showing boundaries and a cost breakdown detailing proposed improvements, and costs by phase.
- Prepare implementation schedule in consultation with City staff based on available and anticipated funding and phasing considerations.

Step 7.2: Approval Meetings

- Present final renovation plan and supporting documents to the Park Board at one meeting for approval.
- Optional item: Present final renovation plan and supporting documents to the City Council at one meeting for approval.

Deliverables

- The final renovation plan design will be prepared over the topographic survey base as a full-sized plan (assume 22 inches by 34 inches) and section drawings, color rendered, and to scale. Meeting handouts (11 inches by 17 inches) and .pdf files will be provided.
 - Regulatory strategy memorandum in .pdf file format.
 - The final opinion of probable costs will be provided in .pdf file format.
 - The final phasing plan graphic will be prepared as full-sized plans (assume 22 inches by 34 inches) and section drawings, color rendered, and to scale. Meeting handouts (11 inches by 17 inches) and .pdf files will be provided. The preliminary phasing plan items and costs will be provided in .pdf file format.
 - The final implementation schedule will be provided in .pdf file format and meeting handouts (11 inches by 17 inches).
-

TASK 8 – COLLECT ADDITIONAL INFORMATION

Step 8.1: Park Access and Traffic:

- Collect data on parking and traffic usage using historical Waverly Way traffic counts, observing and recording park usage during 1 weekday and 1 weekend day, and conducting a 7-day machine count at the park’s driveway.
- Develop trip generation estimates based on this data, and work with design team to evaluate alternative treatments to the park entrance.

This step is led by Heffron Transportation.

Deliverables

- Technical memorandum from Heffron Transportation covering results of data collection, evaluation of alternatives, and recommendations for park access and entry design. Technical memorandum will be provided in .pdf file format.

ASSUMPTIONS

- Anchor QEA will prepare meeting minutes (in summary) of each Project meeting in which Anchor QEA participates. Meetings are assumed to have a duration of approximately 2 hours each, unless otherwise noted.
 - For public and stakeholder involvement meetings, City staff will make all meeting arrangements and announcements, including public notices. City staff will be responsible for any online information posting about the Project on the City website.
 - Known stakeholders requiring specific meetings will consist of City Public Works Department, Metro King County, and local, state and federal regulatory agencies (joint meeting). Public and stakeholder meetings are described in Task 3. Any additional meetings with City staff, other stakeholders, or the public are outside of this Scope of Work.
 - No evaluation of structural or code compliance for the restroom building is included. If the City requests such an evaluation, it will be negotiated as additional work.
 - A structural condition assessment of the wood pier and deck structure, the concrete bulkheads, and rock armored shoreline will be completed by a separate
-

consultant through an on-call contract with the City. The results of this assessment and any costs for structural repairs or upgrades will be provided by the City based on the work by on-call consultant.

Exhibits and Attachments:

Exhibit B: Fee Proposal

Exhibit C: Site Aerial Photograph

EXHIBIT B
FEE PROPOSAL

City of Kirkland Parks and Community Services
 Waverly Beach Park Renovation Plan

Project Number: project #
 Prepared: Peter Hummel
 Reviewed by: A. Costanza, D. Rice, J. Small

- Task 1 Project Management
- Task 2 Gather Existing Info and Survey
- Task 3 Public and Stakeholder Involvement
- Task 4 Analyze Info and Design Program
- Task 5 Alternative Designs

- Task 6 Preliminary Renovation Plan, Phasing, and Costs
- Task 7 Final Renovation Plan, Phasing, Schedule, and Costs
- Task 8 Collect Additional Information
- Task 9
- Task 10

Labor Categories	Billing Rate	Task 1	Task 2	Task 3	Task 4	Task 5	Task 6	Task 7	Task 8	Task 9	Task 10	Total Hours	Total Dollars
Principal CM/Engr/LA/Plan/Scientist	\$ 219	20	23	30	21	22	36	32	0	0	0	184	\$ 40,296
Sr Managing Analyst/CM/Engr/LA/Plan/Scientist	\$ 199	0	0	0	0	0	0	0	0	0	0	0	\$ -
Managing Analyst/CM/Engr/LA/Plan/Scientist	\$ 180	0	3	12	2	4	8	8	0	0	0	37	\$ 6,660
Senior Analyst/CM/Engr/LA/Plan/Scientist	\$ 160	0	25	0	2	0	0	4	0	0	0	31	\$ 4,960
Staff 3 Analyst/CM/Engr/LA/Plan/Scientist	\$ 145	0	28	18	36	36	46	28	0	0	0	192	\$ 27,840
Staff 2 Analyst/CM/Engr/LA/Plan/Scientist	\$ 130	0	0	0	0	0	0	0	0	0	0	0	\$ -
Staff 1 Analyst/CM/Engr/LA/Plan/Scientist	\$ 110	0	0	0	0	0	0	2	0	0	0	2	\$ 220
Senior CAD Designer	\$ 115	0	0	0	0	0	0	0	0	0	0	0	\$ -
CAD Designer	\$ 98	0	0	0	0	0	0	0	0	0	0	0	\$ -
Project Coordinator/Technical Editor	\$ 98	8	4	11	12	2	8	11	0	0	0	56	\$ 5,488
Project Coordinator (Admin)	\$ 92	4	0	0	0	0	0	0	0	0	0	4	\$ 368
Technician	\$ 92	0	0	0	0	0	0	0	0	0	0	0	\$ -
National Expert Consultant	\$ 361	0	0	0	0	0	0	0	0	0	0	0	\$ -
Total Hours		32	83	71	73	64	98	85	0	0	0	506	
Total Labor		\$ 5,532	\$ 14,029	\$ 12,418	\$ 11,675	\$ 10,954	\$ 16,778	\$ 14,446	\$ -	\$ -	\$ -		\$ 85,832
Average Hourly Rate	\$ 170												
Subconsultants													
Roth Hill (Surveyors)		\$ -	\$ 13,811	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 13,811
Heffron Transportation (Transp. Engineers)		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,340	\$ -	\$ -		\$ 6,340
Berger ABAM (Structural Engineers)		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -
Patano+Hafermann Architects		\$ -	\$ -	\$ -	\$ 1,645	\$ -	\$ 2,820	\$ 2,085	\$ -	\$ -	\$ -		\$ 6,550
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -
Total Cost		\$ -	\$ 13,811	\$ -	\$ 1,645	\$ -	\$ 2,820	\$ 2,085	\$ 6,340	\$ -	\$ -		\$ 26,701
Markup	10.0%	\$ -	\$ 1,381	\$ -	\$ 165	\$ -	\$ 282	\$ 209	\$ 634	\$ -	\$ -		\$ 2,670
Internal Reimbursables (no markup)													
CAD/GIS/Computer Modeling (\$/hr)	\$10.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -
Mileage (\$/mile)	\$0.555	\$ -	\$ -	\$ 139	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 139
Copies (\$/copy)	\$0.10	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -
Anchor boat (\$/day)	\$300	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -
Faxes (\$/fax)	\$1.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -
External Expenses (markup)													
Vehicle Rental		\$ -	\$ 150	\$ -	\$ 100	\$ 100	\$ 150	\$ -	\$ -	\$ -	\$ -		\$ 500
Repro/Plotting		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -
Mail/Fedex/Courier		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -
Travel		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -
Hotel/Per Diem		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -
Miscellaneous		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -
Total Cost		\$ -	\$ 150	\$ 139	\$ 100	\$ 100	\$ 150	\$ -	\$ -	\$ -	\$ -		\$ 639
Markup (External Expenses Only)	10.0%	\$ -	\$ 15	\$ -	\$ 10	\$ 10	\$ 15	\$ -	\$ -	\$ -	\$ -		\$ 50
Field Equipment and Supplies Summary (include separate backup if needed)													
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -
Markup	10.0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -
TOTAL COSTS		\$ 5,532	\$ 29,386	\$ 12,557	\$ 13,595	\$ 11,064	\$ 20,045	\$ 16,740	\$ 6,974	\$ -	\$ -		\$ 115,892

EXHIBIT C
SITE AERIAL PHOTOGRAPH



CITY OF KIRKLAND
Waverly Beach Park

**CITY OF KIRKLAND**

Department of Parks & Community Services

505 Market Street, Suite A, Kirkland, WA 98033 425.587.3300

www.kirklandwa.gov

MEMORANDUM

To: Park Board

From: Jason Filan, Park Operations Manager

Date: May 26, 2013

Subject: Finn Hill Surface Water Site

RECOMMENDATION

That the Park Board receive requested information regarding a City-owned surface water site located in the Finn Hill neighborhood.

BACKGROUND DISCUSSION

Following a request at the Board's May meeting, staff has begun researching a City-owned surface water basin which may be considered for future development as a neighborhood park.

The site is located on 87th Court NE and is made up of two lots with a combined size of 0.7 acres. There is a 3,000 sq. ft. basketball court on the property that is in poor condition and perennial shrubs and flowers cover the property, which is managed by Kirkland's Public Works department. Recent photos of the property are attached.

Staff will answer questions related to the site at the Board's June meeting.

Attachment

ATTACHMENT A

Finn Hill Surface Water Basin – Site Photos



View from 87th Court NE into the property



View from back of property to 87th Court NE



View from basketball court to back of property