



KIRKLAND PARK BOARD SPECIAL MEETING

Date: March 19, 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**
February Park Board Meeting Minutes *5 minutes*
4. **ITEMS FROM THE AUDIENCE** *5 minutes*
5. **REVIEW OF ACTION ITEMS**
No items
6. **PRESENTATIONS**
7. **COMMUNICATIONS** *15 minutes*
 - a. Correspondence
 - Kingsgate Five HOA letter
 - b. Staff Reports
 - March update
 - c. Committee Reports
 - d. Comments from the Chair
8. **UNFINISHED BUSINESS**
 - a. Edith Moulton Park Master Plan *10 minutes*
Topic: Review recommended master plan design program
Action: Approval of design program
 - b. Juanita High School Pool Replacement *90 minutes*
Topic: Receive update on the status of Juanita High School Pool
 - i. Staff Presentation
 - ii. Public Comment
 - iii. Park Board Discussion and Recommendation

9. **NEW BUSINESS**

No items

10. **MEETING EVALUATION**

5 minutes

11. **ADJOURNMENT**

Estimated meeting completion: 9:10 p.m.

Next meetings:

April 9, 2014

May 14, 2014

June 11, 2014

KIRKLAND PARK BOARD

Minutes of Regular Meeting

February 12, 2014

1. CALL TO ORDER

The February Park Board regular meeting was called to order at 7:00 p.m. by Chair Adam White.

2. ROLL CALL

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

Sue Keller arrived at 7:04 p.m.

Shawn Fenn was excused.

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

Recording Secretary: Cheryl Harmon

3. APPROVAL OF MINUTES

Ms. Contreras moved to approve the January minutes as presented. Mr. Quille seconded. Motion carried (6-0).

4. ITEMS FROM THE AUDIENCE

No items.

5. REVIEW OF ACTION ITEMS

No items.

6. PRESENTATIONS

No items.

7. COMMUNICATIONS

a. Correspondence

Ms. Schroder answered a question related to the O'Brien email regarding O.O. Denny Park.

b. Staff Reports

Ms. Schroder answered questions related to athletic field scheduling, beaver activity at waterfront parks, O.O. Denny Park and off-leash times at parks.

A comment was made about the NatureVision summer camp.

Ms. Schroder shared a request from Deb Powers, Urban Forester in the Planning and Community Development department, to provide a letter of support for an Urban and Community Forestry (UCF) grant.

Mr. Ockerman moved to provide a letter of support for the UCF grant. Mr. Marx seconded. Motion carried (7-0).

c. Committee Reports

Ms. Contreras reported on the Edith Moulton Park Master Plan open house.

Mr. Ockerman had nothing to report.

Mr. Marx reported on the Edith Moulton Park Master Plan open house.

Mr. Popolow had nothing to report.

Mr. Quille reported on the Edith Moulton Park Master Plan open house.

Ms. Keller commented on Jasper's Dog Park.

d. Comments from the Chair

Mr. White commented on the Edith Moulton Park Master Plan open house, attended City Council meeting regarding the pool replacement, attended a North Rose Hill neighborhood meeting and hiked Juanita Heights Park.

8. UNFINISHED BUSINESS

a. Parks, Recreation and Open Space (PROS) Plan Update

Mr. Cogle reintroduced Steve Duh of Conservation Technix who provided an overview of the draft PROS Plan.

Board members asked questions and provided feedback about the draft plan. Mr. Cogle requested additional feedback to be submitted within the week.

b. Edith Moulton Park Master Plan

Mr. Cogle reintroduced Curtis LaPierre of Otak who summarized community feedback received at the recent open house. Mr. Cogle presented key elements of the draft design program for Edith Moulton Park, shared next steps for the plan and requested feedback from the Board.

c. Juanita High School Pool Replacement

Ms. Schroder shared the presentation given to City Council regarding the sites under consideration for a potential replacement pool.

Ms. Schroder asked the Board to consider moving the regular March meeting from March 12th to March 19th; the Board agreed.

9. NEW BUSINESS

a. McAuliffe Park Request for Proposals

Ms. Schroder requested representatives from the Board to review the RFP submittals. Mr. Marx and Mr. Quille volunteered to assist with the review.

b. Annual Park Levy Report

Ms. Schroder shared a draft of the Annual Park Levy Report and requested feedback about the information presented in the document.

c. Property Matter

Ms. Schroder shared the details of a purchase and sale agreement that has been executed between the City and the Yuppie Pawn Shop and requested the Board consider making a recommendation in support of the acquisition.

Mr. Quille moved to recommend that City Council go forward with the acquisition. Mr. Marx seconded. Motion carried (7-0).

10. EXECUTIVE SESSION

No items.

11. MEETING EVALUATION

"Good meeting! Let's go home."

11. ADJOURNMENT

Ms. Keller moved to adjourn. Ms. Contreras seconded. Motion carried (7-0).

Meeting was adjourned at 9:22 p.m.



Kingsgate Five HOA
12556 130th Avenue NE #224
Kirkland, WA 98034

February 19, 2014

Mr. Kurt Triplett
Kirkland City Manager
123 Fifth Avenue
Kirkland, WA 98033

Dear Mr. Triplett:

On behalf of the Kingsgate V Home Owners Association Board of Trustees, I am writing to express our interest in pursuing an arrangement with the City of Kirkland for the management of our park. Our board sought input from the Kingsgate V owners at our annual meeting in January and I am happy to report that there is enthusiastic support to move forward on this project that would benefit both Kingsgate and Kirkland citizens.

Our privately owned park is located at the corner of NE 144th Street and 128th Street NE. The park includes our pool, which we will maintain in the association, a playground, tennis and basketball courts and a field. In all, the space totals around 5 acres.

Because of our location, our park unofficially serves as a public park. In fact, all maps already refer to our park as a Kirkland City Park! For these reasons, the association recognizes the mutual benefit for both Kirkland and our community to have the park (except the pool) officially become a Kirkland public park.

It is our intent to work with your team to come to an arrangement whereby Kingsgate V retains ownership over the park and would lease back the park to City of Kirkland on favorable terms. In exchange for this lease, we would turn over all management of the park to the City.

As part of lease arrangement, we would like to work with the City to ensure our community has input into projects, upgrades and maintenance of the park. As we move forward, I am sure we can develop a great cooperative management model.

We look forward to working with you on this partnership!

Sincerely,

Royal Hanson,
President, Kingsgate V Home Owners Association Board of Trustees

CC: Jay Arnold , Council Member (Position No. 1)
Dave Asher, Council Member (Position No. 6)
Shelley Kloba , Council Member (Position No. 2)
Doreen Marchione, Council Member (Position No. 7)
Toby Nixon, Council Member (Position No. 4)
Jennifer Schroeder, Parks & Community Services Director
Penny Sweet, Deputy Mayor (Position No. 3)
Amy Walen, Mayor (Position No. 5)



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

To: Park Board
From: Jennifer Schroder, CPRP, Director
Date: March 13, 2014
Subject: March Staff Update

RECREATION DIVISION

- Recreation staff has completed its 2014 spring and summer brochure. It will be delivered to over 38,000 homes on March 18th and Registration will begin on March 19th at 12:01 am.
- A comparison of revenue is shown below:

	JAN	FEB	TOTAL
2013	\$48,715	\$35,086	\$83,802
2014	\$46,858	\$37,019	\$83,877
variance	(\$1,857)	\$1,932	\$75

North Kirkland Community Center

- The job postings for Day Camp Directors and Leaders have gone up and starting next week staff will be interviewing from a pool of qualified candidates to fill nine positions for the Junior and Peter Kirk camps.
- Welcome packets compiled and distributed to local real estate offices by community center staff continue to be a valuable resource to new members of our community. The packet includes: Guide to City of Kirkland, Guide to Goods & Services, Visitor Guide, Dining Guide, Feet First Map, Kirkland Parks, Facilities & Trails Guide, and a Parks & Community Services Recreation Brochure.

Youth Sports and Aquatics

- Youth Basketball League is wrapped up for the 2014 season. Final games were played on March 8th. The 84 Youth Basketball Coaches volunteered over 3,360 hours during the season. A big THANK YOU goes to the City's volunteer coaches for their time and dedication to the program.
- Aquatics planning and hiring process has begun. Over 50 applications have been received for aquatic seasonal employment. Selected candidates will staff Houghton, Juanita and Waverly beaches and the Peter Kirk Pool as well as teach a variety of programs including swim team, swim lessons, stroke lessons, and American Red Cross Training Courses.
- The final class of the winter season of PeeWee Basketball is March 15th. 80 participants ages 3-6 learn and practice basketball related skills at Finn Hill Middle School. This program is a great introduction to sport for preschoolers.

Sports and Fitness

- Volleyball leagues are in the final weeks of play for the winter season. Spring season will begin the week of April 14th. Thus far there are 30 teams registered to participate. In addition, the City will offer beach volleyball again this summer at the sand courts at Juanita Beach. Four different divisions will be offered; two for COED and two that are women's only. Registration will begin on March 19th and staff expects an increase in participation compared to last year.

- The pee wee soccer league that is slated to begin on April 26th is almost full, with only 16 of the 280 spots still available. Staff will be monitoring registration numbers as the start date gets closer and will add more spots if possible.
- Staff is currently recruiting tennis instructors for the extensive summer tennis program. Eight to ten instructors will be needed to lead half- and full-day camps, in addition to lessons, during the summer months. Job announcements have been sent to local colleges and universities, in addition to the City's website www.govjobstoday.com.
- The Request for Proposals (RFP) for beach recreation services closed for submittals on March 7th. Staff will be reviewing proposals, selecting finalists and hopes to have contractors chosen and under contract by mid-April.

Peter Kirk Community Center

- PKCC has two new exciting partnerships starting in the spring. New art classes will be offered through the Kirkland Arts Center at PKCC for children, adults and seniors. The Mountaineers will be offering International Folk Dance lessons on Tuesday evenings for adults of all ages.
- PKCC is also offering several new daytime and evening classes, including The Mountaineers International Folk Dancing, Anyone Can Draw, Collage Constructions, and much more.
- The Peter Kirk Advisory Board completed its 2014 work plan. Some items that are included are hosting a teen feed at the Kirkland Teen Union Building in June, organizing a special event in May, collecting canned goods throughout the year for Hopelink and to continue to increase the public's awareness of what activities and services are offered at the Peter Kirk Community Center.

MAINTENANCE DIVISION

Athletic Fields

- League practices for most leagues have begun at most fields, including softball, baseball and lacrosse. Track and micro/pee wee soccer will kick off practices shortly.
- Games will begin at Lee Johnson Field on March 17th (weather permitting) with a high school game at 5pm.
- Kirkland American Little League Opening Day festivities and the Kirkland Baseball Commission Jamboree will both be held on Saturday, March 22nd at Lee Johnson. Kirkland American will start the day with their Opening Day celebrations at Lee Johnson Field and will then host a Jamboree at Everest Park, and Kirkland Baseball Commission will follow with short games throughout the day at Lee Johnson Field. Everyone is invited to come down and support local youth ball. Games will then be in full throttle at Everest and Lee Johnson from the 22nd forward.

Notes from the Field

- The ballfield lighting system at Peter Kirk Park was completed this month. The old system was comprised of 11 poles holding 96 lights. With the new Musco Lighting System 9 poles and 39 lights are all that is needed to provide a better lit field. The new lights will have multiple benefits, including energy savings, better lighting for users and less light pollution for neighbors.
- This month, Peter Kirk Park also received a completed restroom renovation with new fixtures, flooring, tile, partitions, paint, doors and plumbing. The new look compliments the Sound Transit improvements along 3rd Avenue. Without a doubt, Peter Kirk Park now has one of the nicest public restrooms in the City of Kirkland.
- Staff continues to make good progress preparing for spring and summer. Cleaning, pruning, weeding, and spreading wood chips with the intent of keeping the landscape beds looking beautiful for the summer months.
- Support staff helped Kirkland Dog Off-leash Group (KDOG) install some play equipment at Jasper's Dog Park. This was no ordinary kids play equipment; this equipment was specifically made for the dogs! Purchased from a local company called "Dog on It," the "Bow Wow Barrel" along with

single and double “Wall Jumps” were installed to help promote dog agility and exercise. They will be wonderful additions to an already great off-leash experience.

COMMUNITY SERVICES

Youth and Human Services

- The Kirkland Youth Council Leadership met with City Manager Kurt Triplett on February 27th and with Lake Washington School District Superintendent Dr. Traci Pierce on March 6th.
- The KYC held a food drive on February 22nd and 23rd collecting 2,000 pounds of food that was donated to Hopelink.
- Teen Traffic Court was held on February 7th with nine cases heard.
- The final preparations are done for the upcoming biennial Youth Summit being held on March 27th at Bastyr University.
- Tina Lathia was rehired to coordinate the operation of the Friday Market at Juanita Beach.

Special Events

- March 15th – The 3rd 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

GREEN KIRKLAND PARTNERSHIP

- As part of the Washington Department of Natural Resources (DNR) Urban Forestry Restoration Project, the City had a free Washington Conservation Corps (WCC) crew working in Kirkland Parks during February. The crew helped restore sensitive and steep natural areas at Juanita Beach Park, Brookhaven Park, and Watershed Park. The WCC crew’s hard work exceeded expectations and working at three different parks was a great collaborative effort between Public Works, Park Maintenance, and Green Kirkland Partnership. The City will follow up by monitoring the work sites for three years.
- Kirkland is very fortunate to have 9 acres of forest restoration funded by Pearl Jam at Crestwoods Park! On February 18th – 20th, Forterra’s WCC crew conducted the last work funded by Pearl Jam. Forest restoration work included planting more native trees and shrubs. To minimize disturbance in the planted areas, the WCC crew attempted to decommission informal access trails that they had established during previous restoration activities. Now it’s up to the City to maintain the restored areas. Fortunately, Crestwoods Green Kirkland Steward Judi is actively involved.
- Green Kirkland Partnership’s ongoing EarthCorps partner provided three free crew training days at Juanita Bay Park, February 12th – 14th. It was a win-win situation with EarthCorps training new crews how to remove Himalayan blackberry, and Kirkland receiving free restoration work by professionals-in-training. Thank you EarthCorps!
- The Juanita Beach Park volunteer event on February 8th was cancelled due to freezing temperatures and has been rescheduled for March 15th. This event will be led by Green Kirkland Steward Jodie and will include a mix of planting and invasive removal.
- On February 20th, five UW-Bothell students joined the group of regular Juanita Bay Thursday volunteers. Together the eight volunteers spent the afternoon removing blackberry and doing weeding in planted areas.
- On February 22nd, the Juanita Bay Rollers, Kim and Jan, hosted 26 volunteers from the Pleasant Bay Church at Juanita Bay Park. This is the first time this group has volunteered with the Green Kirkland Partnership and is hoping to make it a regular occurrence for their parishioners.
- On February 23rd, five volunteers spent the afternoon pulling archangel from Watershed Park. Volunteers were led by Green Kirkland Stewards, Tia and Joy.

- February 25th – 27th, Stewards and community volunteers gathered at the McAuliffe Native Plant Nursery to pot 640 bare root native plants from the King Conservation District Plant Sale. These native plants will remain at the nursery until the fall when they will be planted throughout restoration sites. (See photo.)
- Students and staff from Eastside Preparatory School have been removing Scot's broom and planting native trees and shrubs at the old borrow pit at Watershed Park since 2008. Thanks to donations from Carter Subaru and the Mountains to Sound Greenway Trust, they'll be doing some more planting in March.
- The following table summarizes Green Kirkland Partnership events and other activities conducted by volunteers in January. It includes event volunteers and ongoing volunteers doing field and administrative work.



February potting party

Date	Park/Work	Group Name	Number of Volunteers			Hours	Dollar Equivalent ¹
			Adult	Youth	Total		
1/14	Juanita Bay Park	GK Stewards & Eastside Prep	7	13	20	80	\$1,815.20
1/20	Crestwoods Park	UW-REN, Northstar Middle School, Lake Washington High School	45	14	59	198	\$4,492.62
1/23	Juanita Bay Park	GK Stewards and volunteers	6	0	6	12	\$272.28
1/25	Juanita Bay Park	JB Rollers and volunteers	6	2	8	23	\$521.87
1/30	Juanita Bay Park	GK Stewards and volunteers	8	0	8	16.5	\$374.39
Jan Ongoing	Administrative		9	0	9	98.3	2230.427
Jan Ongoing	Field Work		18	0	18	93.25	2115.8425
Total			99	29	128	521.05	11822.63

¹ Dollar Equivalent = Hours x \$22.69

- Upcoming volunteer events open to the general public:
 - Wednesdays, March 5th, 12th, 19th, and 26th at Cotton Hill Park, 9:30am- 11:30am. Contact Karen Story karen@nwnative.us
 - Wednesdays, March 5th, 12th, 19th, and 26th Carillon Woods, 9am-10am. Contact Lisa McConnell kirby994@frontier.com
 - Thursdays, March 6th, 13th, 20th and 27th at Juanita Bay Park, 10am-12pm. Contact Nona Ganz, nonaganz@frontier.com
 - Saturday, March 8th at Crestwoods Park, 10am-2pm. Register at www.earthcorps.org/volunteer.php
 - Saturday, March 15th at Juanita Beach Park, 10am-noon. Register at www.greenkirkland.org
 - Wednesday, March 12th at Crestwoods Park, 3pm-5pm. This event is at capacity; registration has been closed
 - Saturday, March 22nd, at Juanita Bay Park, 10am-1pm. Register at www.greenkirkland.org
 - Sunday, March 23rd, at Watershed Park, 3pm-5pm. Register at www.greenkirkland.org
 - Saturday, March 29th at Juanita Heights Park, 9am-11am. Register at www.greenkirkland.org
- Photos of recent volunteer events can be viewed at www.facebook.com/GreenKirkPartnership

**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: March 14, 2014

Subject: Edith Moulton Park Master Planning: Recommended Design Program

Recommendation

That the Park Board approve a Recommended Design Program for the Edith Moulton Park Master Plan and forward for City Council approval.

Background

At the Park Board's February meeting staff presented a preliminary draft Park Design Program for Edith Moulton Park. Based on subsequent public feedback, staff recommends that the Board approve the Design Program and forward to City Council for final approval.

Staff presented the Design Program at the March 10 Juanita Neighborhoods Association meeting. Feedback received from the meeting is attached, including email correspondence from Ken Albinger, the JNA Chair. Much of the feedback had to do with trail surfacing and trail locations. Staff believes that the Design Program can be used to help guide decisions on trail design and location during the schematic design phase.

Edith Moulton Park Master Plan

Recommended 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.

Memorandum to Park Board
Edith Moulton Park
March 14, 2014
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Next Steps for the Project:

April 1 City Council: Review of Park Board-Recommended Proposed Design Program (no action)
April 15 City Council: Approve Design Program via Resolution
After approval.....Initiate Schematic Design Phase this spring.

Attachment

Edith Moulton Park Draft Design Program Comments

Email dated 3/11/14

Thank you for coming back to the Juanita Neighborhood Association general meeting to present the Proposed Park Design Program prior to taking to the Park Board for approval.

I heard general agreement with most of the 10 written goals for the park design program. And I heard two other points that should be captured and incorporated into the Design Program.

The first point is a reinforcement for leaving as much of the park as natural areas as possible. Two speakers stressed that there are not enough natural areas in our neighborhood.

The second point (which is not written into the 10 points) is what level of hard paved paths are to be added. You began the discussion of paths by saying that paths through the wooded sections would be soft surface paths. But later in the discussion, we heard about paving a loop through the woods for access of strollers, wheelchairs and bikes. Two speakers objected to paved paths through the woods and I and some others I spoke with agree. Please incorporate some language into the Design Program for limiting the wooded trails to soft paths.

I think that both these points are in support of Point # 2 which states "preserve and manage the forested areas to be enjoyed as natural areas in perpetuity." Our design team needs the clear direction on limits to paving. There may be different views on this issue but the Design Program needs to reflect some limits to paving into the woods.

Thank you for seeking and hearing the comments that came forward.

Ken Albinger, Chair

Juanita Neighborhood Association

Email dated 3/11/14

I'm sorry, I guess we never actually met at last night's Juanita Neighborhood Association meeting, and I gave a poor account of myself in working with others. My name is Roger Stone, and I've lived in Juanita since 1981. In that time, the farm behind me was developed, and my dead-end street pushed through to aid development. And, the area in general grew and became more densely populated and traffic got worse.

So, what I'd like to see is more sober, slow consideration of ideas. I'd like to see preservation of undeveloped, "unpathwayed" green space. I see such space in the Redmond Watershed park, some at Discovery Park, maybe some at Bridal Trails Park.

So, at Edith Moulton Park, I can see wanting stream crossing improvements for safety, and potential liability avoidance. However, I also see the City of Kirkland Comprehensive Plan restricting access to Juanita Creek, and other authorities keeping the stream treed. I can see expanding the lawn next to 108th. But opening the road to the middle of the park may not be a good idea. King County closed the road, partly due to drug activity and something about needing bathrooms for all-day activities. I cannot understand the need for an asphalt walkway around the perimeter--but I see the dog walkers might. Again, restricting access to the creek would come into play. I would be against the walkway in preference to keeping the park more natural.

Anyway, my bottom line is, we don't need to develop all natural areas into open lawns, walkways, and play areas. We'd spend a lot of money, generate facilities that have an ever-increasing need for maintenance funds, and lose our salmon resource. Let's go slower and think through to the end of some of these ideas.

Thanks for your time,

Roger Stone

Email dated 3/11/14

I, too, wanted to thank you for coming out to talk about the Edith Moulton Park design. I had general agreement in your ten items, but I thought the **most important point was missing**. Lacking in the ten points is what was first and foremost for most of the 21 people I talked to and very important for every one: The need for a perimeter trail to the back of the park so that area can be accessed by park users who will then be able to make sure illegal activities are less likely to happen. I had to call 911 from the park on Sunday because I found an encampment as well as about a dozen hypodermic needles in the area beyond the last main trail in the eastern part of the park. Obviously illegal activities are happening in the area beyond the last trails. Encampments have happened before in the park and it is clear that illegal activities happen when criminals think they have found a hidden spot. Safety of park users should be the priority and I think an ability to easily patrol the back part of the park should be part of that priority.

--Doug Rough

Email dated 3/11/14

Handicap accessible pathing is currently limited to a small loop in the southwest corner of the park. I personally don't think it's fair to exclude disabled constituents from enjoying all of the areas of the park that non-disabled residents currently enjoy especially since Edith Moulton is a public park and improvements are being funded with tax payer dollars.

Michael are there any ADA requirements that can provide guidance on this issue?

Cheers,

Kelly


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: Jennifer Schroder, Director
 Linda Murphy, Recreation Manager
Date: March 13, 2014
Subject: FACILITY TO REPLACE THE JUANITA AQUATIC CENTER

RECOMMENDATION

That the Park Board develops recommendations to City Council on program components and a location for a facility to replace the Juanita Aquatic Center.

The following is a summary of the major staff and consultant recommendations contained in this report:

1. On Siting Preference: Based on identified technical considerations and the siting preferences expressed by citizens and pool users, **both the North Kirkland Community Center Park Site and Juanita Beach Park are viable locations for a new recreation facility. Further comparative technical analysis and community input is recommended to determine a final site.**
2. On Facility Type: A Community Recreation and Aquatic Facility provides for a wide variety of both aquatic and general recreation programs and activities and, importantly, is most likely to be financially self-sustaining. **A larger, multi-use facility would move the city significantly closer towards meeting its level of service standards for active indoor recreation space. Thus, a Community Recreation and Aquatics Facility is the preferred facility solution.**
3. On Aquatic Program Components: At a minimum, facility aquatic components should be geared towards meeting local community needs and interests related to recreation, fitness, water safety, and competition, particularly for Lake Washington School District and Kirkland swim clubs. Facility components which maximize revenue generation should be emphasized. **Consideration of larger aquatic components (such as a 50-meter tank) to meet broader community needs and attract regional use (and possible regional project partners) should continue to be evaluated.**

BACKGROUND DISCUSSION

In late summer 2013 the Lake Washington School District (LWSD) announced that the pool at Juanita High School, known as the Juanita Aquatic Center, is nearing the end of its useful life and would close as early as 2017 once construction of a replacement high school occurs.

In response to citizens' concerns, the Kirkland City Council also expressed its commitment to finding a solution by amending the City's adopted 2013-2014 Work Program in September 2013 to partner with the

District and other interested public and private organizations to explore options for replacing the Juanita Aquatic Center.

In December 2013, the City Council gave direction to staff to evaluate two potential facility types on five identified sites within Kirkland:

- 1) "Aquatic Center Only" which is an aquatic facility based on replacing the existing Juanita pool to include a 25-yd 8-lane pool and a 5,500 sf multi-purpose warm water recreation pool; and
- 2) "Recreation and Aquatic Facility" which is a community center facility with a 25-yd 8-lane and a 5,500 sf multi-purpose warm water recreation pool.

The five sites identified were Juanita Beach Park (north side), the North Kirkland Community Center & Park site, Mark Twain Park, Snyder's Corner Park Site and the former Albertson's site in the Juanita neighborhood.

In January 2014, the City Council received a staff report providing preliminary analysis of the identified sites, and directed staff to further investigate and study the following three sites:

1. Juanita Beach Park (north side); Juanita Neighborhood
2. North Kirkland Community Center; Juanita Neighborhood
3. South Norway Hill Park; Kingsgate Neighborhood

The Council passed Resolution R-5029 (**Attachment A**) to guide Park Board and staff, including completion of the following tasks:

- Design a facility to serve the needs of the Lake Washington School District swim and dive teams as well as the broadest possible general public population;
- Conduct outreach with the community and potential project partners on possible facility components as well as siting preferences;
- Complete feasibility and cost analysis for converting Peter Kirk Pool to year-round use by 2017 as an interim solution;
- Provide a report to the City Council with recommendations from the Park Board on facility components and siting by no later than April 1, 2014.

City Council directed staff to continue to explore other siting opportunities beyond the three identified study sites. Specifically, Council expressed interest in St. Edward State Park in Kenmore as well as the Totem Lake Malls property. Staff has contacted representatives for each property and at this time neither property owner is prepared to entertain a proposal for siting a community facility on their property.

Lake Washington School District Partnership Status

In September 2013 the LWSD Board adopted a Resolution affirming its intent to enter into future pool partnerships with cities and/or other interested entities. The resolution also authorized directing an undetermined amount of unspent funds from the District's 2006 capital bond measure toward a portion of future pool facility project(s) enabling use by high school swim and dive teams. The District estimates that \$10 to \$12 million will remain once current school projects are completed and much of that could be applied towards a pool facility in partnership with other entities. However, these funds would be necessary for the District's capital purposes should the proposed February 2014 bond measure fail. The District expressed a commitment to help fund replacement facility(s) within the District, contingent upon voter-approval of a school bond for capital funding.

In February 2014 the LWSD Capital Facilities Bond Measure did not pass. It received 58% approval, just short of the 60% needed. Based on the results, the District took immediate action to collect data to understand why the measure did not pass. The District secured a research firm to conduct a random sample statistically-valid community poll to better understand community perspectives regarding the measure.

The School Board reviewed the information gathered from the polling at their February 24 work session and discussed options to present to District voters at the March 3 Board meeting. At their March 3rd meeting, the Board voted to place a \$404 million bond measure on the April 22 ballot. This measure will allow the district to address its critical and urgent need to build new schools and classrooms and support growing enrollment and avoid overcrowding, including the re-build and expansion of Juanita High School. The plan to re-build and expand Juanita High School will not include replacing the Juanita Aquatic Center.

Despite the February School bond failing, LWSD Superintendent Pierce has communicated that she believes the Board of Directors' commitment as expressed in their September 2013 Resolution has not changed should the April measure pass.

The remainder of this memorandum is divided into five sections as follows:

- I. Site Analysis
- II. Preliminary Cost Information
- III. Community Outreach
- IV. Converting Peter Kirk Pool to Year-round Use
- V. Next Steps

I. SITE ANALYSIS

For purposes of the site study, a 72,000 sf recreation and aquatic center building with parking for 300 cars, and a 38,500sf aquatic center building with parking for 152 cars were used as project criteria to test each site. Sites were also evaluated for their capacity to accommodate a larger (50-meter pool) component.

To understand the site conditions and the associated costs to develop each site, the City's consultant team led by The Sports Management Group was augmented to include structural and civil engineers from KPFF Engineering, a geotechnical engineer from AMEC Environmental, and AECOM, a professional cost estimating firm. The geotechnical-soils and structural information was used to assess the cost differential of the required foundation systems at the three sites based on varied soils conditions.

A summary of the preliminary technical findings and recommendations follows. **Attachment B** includes a location map and siting diagrams for the selected sites.

A. Juanita Beach Park (north side)

Juanita Beach Park (that portion north of Juanita Drive) is flat and easily buildable. It has excellent vehicular, pedestrian, bicycle, and public transportation access, and nearby utilities. The site is prominent with good public visibility and with the opportunity to create a significant civic building. The large scale of the building is compatible with the surrounding multi-story apartments and condominiums. There are beautiful vistas to the lake with mature trees and vegetation.

A master plan for Juanita Beach Park was completed in 2006 and would need to be revised to accommodate a new recreation facility. Existing and proposed future uses for this portion of the park, including playfields and a skate park, would be impacted. The site has two little league/softball playing fields and a set of tennis courts and a gravel parking lot. Area adjacent to Juanita Creek has been

improved with stream enhancements, landscaping, and a low split wood fence. The historic Forbes House is located on the northeast corner of the park.

Construction of a new aquatic/recreation facility on the site appears feasible from a geotechnical standpoint, however ground improvement or deep foundations will likely be needed to support the building and prevent damage during an earthquake. This site is generally composed of loose to medium dense sand to a depth of about 19 to 34 feet below ground surface level. The near-surface silty soils and fill that may be encountered are highly moisture-sensitive and susceptible to disturbance when wet. These soils will be very difficult to use as structural fill. It is anticipated that ground water will be encountered about 5 to 10 feet below existing grades.

Based on the soil composition, the structure will likely be supported on pile foundations. The floor slab will likely be structural slab-on-grade supported on piles or grade beams. If pile foundation construction is not desirable, ground improvements, such as aggregate piers, can be implemented to address the risk of liquefaction. By implementing ground improvements, the structure can be supported on conventional spread footings and the floors can be soil-supported slab-on-grade.

Structure assumption is to be a steel structure composed of long span girders supported by steel columns to create wide-open spaces. Permanent groundwater will need to be addressed during the construction of the substructure and the pools. Construction of the pools will need to consider buoyancy forces due to the groundwater condition. Temporary dewatering will also have to occur during foundation installation.

Applicable to all sites under consideration, storm water detention and water quality enhancements would be required. Because of the stream discharge, detention via an underground vault will be required.

The development of this site would also require a sidewalk to be installed on 97th Avenue N.E.

B. North Kirkland Community Center and Park Site

The North Kirkland Community Center site is located in a residential neighborhood, with mature trees and vegetation that provide significant buffers to the surrounding residences. The site has excellent vehicular, pedestrian, bicycle, and public transportation access and utilities are on-site. The site is small at 5.5 acres, which includes the playground portion of the property east of 103rd Avenue N.E. The site has a significant slope, with a 30' grade change. A renovated building is utilized as the community center and features a multi-purpose room, meeting room, and kitchen. There is a paved parking lot, basketball court, neighborhood play area, and open grassy area.

Construction of a new aquatic/recreation facility on the site appears feasible from a geotechnical standpoint, however ground improvement or deep foundations will likely be needed to support the building and prevent damage during an earthquake. Dewatering during excavation for the pool will probably be needed.

The site is generally composed of a few feet of loose to medium dense fill over 5 feet of medium dense silty sand. Due to the large proportion of silt, the soils would be very difficult to use as structural fill. It is anticipated that ground water will be encountered about 5 feet below existing grades at the northwest corner and about 25 to 30 feet below existing grades at the southeast corner. Based on the soil composition, the structure on this site will likely be supported by conventional spread footings. The floors will likely be soil-supported slab-on-grade.

Infiltration of storm water does not appear feasible due to the high silt content of the near-surface site soils and their relative density. This site will require storm water detention and water quality enhancements. The site outfalls into drainage systems that eventually discharge into streams. Because of the stream discharge, on-site detention via an underground vault would be required.

The following items were identified as unique cost for the development of this site:

- Significant earth work and grading challenges.
- The cost of the demolition of existing facilities.
- The cost of rerouting the utilities in 103rd Avenue N.E. if the building spans over the existing road location. This would also require a right-of-way vacation process in which the City of Kirkland Public Works Department would have to vacate the land to the Parks Department.
- The neighbors to the north would lose their current access to N.E. 124th Street if the project builds over the roadway.
- It is assumed that a signal would be required on N.E. 124th Street to mitigate the traffic impacts.
- Fire access could be difficult and add cost.

C. South Norway Hill Park Site

This site functions as a natural habitat with heavily wooded areas on undeveloped 9.8 acres. The site is located in a multifamily and single-family residential area. The site access would be from an easement through either the property to the east or the property to the north. The northern access would be off of 123rd Avenue N.E., and the possible alternative access would be from 124th Avenue N.E.

This site will require storm water detention and water quality enhancements. The site outfalls into drainage systems that eventually discharge into streams. Because of the stream discharge, on-site detention via an underground vault would be required.

The following items were identified as unique cost for the development of this site:

- Removing a significant number of trees from the site (can be recouped from timber value).
- The cost of the easement and possible purchase of land to gain access.
- The cost of looping water through the site.
- Significant earthwork required to make the site work for the building.
- Cost associated with providing pedestrian access, such as sidewalks and bike lanes that do not currently exist. Neither of the possible access points have sidewalk on the side of the street the property is located on.
- Another unique aspect of this site is it is surrounded by multifamily housing to the north and single-family housing to the west and south. To the east is a group home. This could make the utility connections to the adjacent streets more difficult and make it harder to develop this site from a public acceptance standpoint.
- Traffic mitigation could also be a unique cost to this site.
- Sidewalk improvements may be required on 124th Avenue NE

Siting Criteria

The study team has evaluated each site based on a number of technical criteria developed for the project. The following chart provides a relative comparison for how each site responds to identified siting criteria:

Recreation/Aquatic Center Technical Siting Considerations

+ (Good) o (Fair) - (Poor)

<u>Siting Criteria</u>	<u>Juanita Beach</u>	<u>NKCC</u>	<u>South Norway</u>
Site Capacity (size)	+	-	+
Central Location (within Kirkland)	+	+	-
Prominent siting and visibility	+	+	-
Availability of utilities	+	+	o
Soils and construction costs	o	-	o
Zoning implications	+	+	o
Adequate parking capacity	+	o	+
Site aesthetics	+	+	+
Neighborhood context and impacts	+	o	o
Scale relative to neighboring buildings	+	o	-
Surrounding land uses	+	o	-
Access to public transportation	+	+	-
Access for non-motorized transportation	+	+	-
Impacts on existing landscape conditions	o	-	-
Costs for demolition and relocation	o	-	+
Required grading	+	-	o

Siting Recommendations of the Consultant Team

Based upon the site analysis and siting criteria, **the consultant team recommends Juanita Beach Park as the site for the new center.** This is in terms of access, site development cost, impact to the surrounding neighborhood, and aesthetics. The site is also across from the popular beachfront making it an established destination point for the community. Juanita Beach Park is the most centrally located site, has the best public transit access, and is large enough to accommodate the building and parking without requiring multi-level parking. It is the only relatively flat site, does not involve major demolition, and has utilities that are readily available. The site provides a great connection to the waterfront park across the street. The scale of the building fits better with surrounding multi-family and commercial buildings. The site provides a prominent location with visibility that will enhance revenue generation and cost recovery.

The North Kirkland Community Center is located in a residential neighborhood of primarily single-family homes. The site is small, resulting in the need for structured parking. The extreme slope of the site will make design and construction more difficult. The development requires tearing down the existing building and playground, and the loss of neighborhood open space. Consideration has been given to closing 103rd Avenue N.E. to gain more building area, however, major utilities run under 103rd Avenue necessitating a costly relocation of utilities. The community center operating at this location would be closed, requiring recreation programming and staff would be relocated until new facility would open.

The site has good public transit access and potential overflow parking at a nearby church. Owing to the

current use there is a public familiarity and acceptance of this site as a community center site.

South Norway is the most remote of the sites, located in the far northern quadrant of the city. It is not readily accessible by car, foot, bike, or public transit, and unless an easement is created to 124th Avenue, it will not be accessible by transit. Access to the site requires an easement through adjacent private property. This is a beautiful, densely forested site, with a gradual slope up from the street, and this character would be mostly lost with the construction of a large building and parking lot on the site. The site lacks prominence and visibility, which negatively impacts revenue generation.

Siting Recommendations of Staff

Staff concurs with the consultant team that the South Norway Hill Park Site is the least desirable location of the 3 sites studied, for the reasons mentioned. The South Norway Hill Park Site would be more attractive if the adjacent State-owned 5-acre parcel fronting 124th Avenue N.E. was purchased and fully incorporated into the project scope. Based on our conversations with State officials, this does not appear achievable in the short term.

As described in the Community Outreach section found later in the report, the North Kirkland Community Center & Park Site is the site most preferred by the public. It is already a site that the community is accustomed to seeing used for indoor recreation facilities. However, staff also acknowledges the site constraints identified by the consultant team.

Two additional points should be emphasized regarding the NKCC site:

- Placing an aquatic-only facility of sufficient size (with or without a 50-meter pool) on the NKCC site would require demolition of the existing community center building, resulting in the loss of a major community recreation facility. The site is not large enough to accommodate both the existing building and a new aquatic center. This reality should also be considered during any discussions about project phasing. Staff recommends that the NKCC site should only be considered for a multi-use Recreation and Aquatic Center.
- Construction of a new facility will take approximately two full years and, as noted, would require demolition of the existing NKCC building. Additional consideration should be given to the effect on existing City recreation programming during this time, and the viability of relocating/replicating programs elsewhere during construction activities.

Staff agrees with the consultant team that Juanita Beach Park (north side) responds best to the selected technical siting criteria. Additional considerations for Juanita Beach include:

- The loss of two existing baseball fields on the site would have a significant negative impact to community youth sports programming. Staff believes that there are viable replacement options for the fields elsewhere in the community, in particular at nearby public school sites. The City should be committed to working with community organizations including Kirkland National Little League and the LWSD on resolving the potential loss of sports fields should Juanita Beach Park be selected for a new community recreation/aquatics facility.
- Selection of Juanita Beach Park would provide the community with the flexibility to maintain the North Kirkland Community Center for public purposes, whether it is for continued recreation programming or repurposed for a new use such as a conference center or meeting hall. Since NKCC could be retained if a new facility is placed at Juanita Beach, selecting this site would result in the community gaining the largest overall net increase in community public indoor recreation space.

Given that the community has expressed a preference for the NKCC site while the siting criteria point towards Juanita Beach as the best site, **staff recommends that both the North Kirkland Community Center and Park Site and Juanita Beach Park be further considered for siting of a new facility.**

II. PRELIMINARY COST INFORMATION

Very preliminary project cost estimates have been developed and are based on project scope only. The cost does not yet reflect the actual site conditions, architectural plans, geo-tech, civil, or structural engineering reports, or other specific information. A project team of architects and engineers has just completed preliminary study and has submitted their finding and recommendations. A professional cost estimator is currently preparing a preliminary cost estimate. More cost information will be provided at the Board's March meeting as it becomes available.

The building and site construction costs presented below are based on analysis of costs of recent comparable projects, and adjusting them to today's bidding market conditions. Costs were developed in a range from "low" to "high" and the estimates that follow used the "mid-range" figure for estimating construction cost.

	Juanita Beach	North Kirkland	South Norway
38,500 sf Aquatic Center Only			
Building Construction	\$17,614,000	\$17,325,000	\$17,325,000
Site Construction	\$4,050,000	\$5,650,000	\$4,800,000
Project Costs	\$6,215,000	\$6,536,000	\$6,328,000
Contingencies	\$3,250,000	\$3,446,000	\$3,319,000
Mid-Range Total Estimated Cost	\$31,129,000	\$32,957,000	\$31,772,000

72,000 sf Recreation and Aquatic Center			
Building Construction	\$25,740,000	\$26,700,000	\$25,200,000
Site Construction	\$5,100,000	\$6,900,000	\$6,050,000
Project Costs	\$9,200,000	\$9,717,000	\$9,325,000
Contingencies	\$4,626,000	\$5,040,000	\$4,688,000
Mid-Range Total Estimated Cost	\$44,666,000	\$48,357,000	\$45,263,000

Note that these costs do not include at this time a 50-meter pool component. Costs for a 50-meter pool are still being developed by the consultant team and will be presented to the Park Board at the March meeting.

"Project Costs" include the following, and will be adjusted once more specific information becomes available:

- ✓ Professional Fees
- ✓ Project Administration
- ✓ Furnishing, Fixtures and Equipment
- ✓ Utility Connection Fees
- ✓ Traffic Impact Fees
- ✓ State Sales Tax

"Contingencies" have been calculated at 5% for design and 10% for construction. All costs are in current dollars and do not reflect cost escalation due to future inflation.

Each site presents unique conditions that will impact construction costs. These are described below.

- Juanita Beach Park Site - Due to the soil condition the foundation system will require geo-piers, which is reflected in the higher construction cost. Overall this site has the least site costs.
- North Kirkland Community Center Site - Construction cost reflects the need to build structured parking at this site. The higher site costs include a premium for the sloping site, the relocation of utilities, and signal at 124th/103rd. The costs also include demolition of the existing building.
- South Norway Hill Park Site - An unknown cost at this time is the site acquisition or easement for access off of 124th Avenue or 122nd/123rd Avenue. The site cost reflects the premium paid for a sloping site and the clearing of the forest.

Operating costs and revenue estimates for the various facility options are still being developed and reviewed by staff and the consultant team. We will present this information to the Board at the March meeting.

III. COMMUNITY OUTREACH

The Council directed staff and the Park Board to engage the community on facility components and siting preferences. The project's community engagement process thus far has included public meetings, an online questionnaire, and a random telephone survey. In addition, the City has received considerable email correspondence from citizens. Background documentation on these combined outreach efforts, including written comments and survey results, is included as **Attachment C**.

➤ Public Meetings

The City hosted two separate public meetings in February 2014. The purpose of these meetings was to consult with the community on proposed sites and facility uses as well as inform the community about the preliminary siting process and evaluation criteria. Approximately 140 people attended the meetings. Attendees expressed preferences for:

- Attendees of public meetings expressed most interest in aquatic components for a new facility, particularly for teaching and competitive pools. Significant interest was expressed for a 50-meter pool.
- Attendees expressed a siting preference for North Kirkland Community Center and Park Site.

➤ Questionnaire

A project questionnaire was made available online, and a total of 869 questionnaires were submitted. The results of the questionnaire include:

- When asked about desired facility uses a significant majority of respondents selected the following three as highest priority:
 - Teaching pool for learning how to swim
 - Competitive pool for swim and dive teams, including high school athletics
 - Family recreation/leisure pool

- For siting preferences, nearly 60% of respondents preferred the North Kirkland Community Center and Park Site.

➤ Random Telephone Survey

In early March 2014 the City commissioned the firm of EMC Research to conduct a random telephone survey of 400 Kirkland citizens. Major findings include:

- While respondents give high ratings for the city's parks and recreation system overall, 60% rate the availability of indoor recreation and swimming facilities as "only fair" or "poor".
- Despite only modest awareness of the potential Juanita High School pool closure, most (82%) favor building a Kirkland indoor community recreation and aquatic center to replace the Juanita High School pool and 75% say they would support a bond measure for a new facility.
- When asked about potential components of a new facility, a teaching pool for learning how to swim and water safety, lap pool for general swimming, and a pool that can be used for high school competitions were seen as the most important priorities.
- Regarding possible sites, the North Kirkland Community Center site was the top first and second choice of respondents followed closely by Juanita Beach Park. Respondents identified accessibility, location, and cost as the most important factors to consider when choosing a site.

Common Themes Gathered From Community Outreach

Consistent feedback we heard from these various public involvement opportunities include:

➤ Most desired facility components:

- ✓ Teaching pool for learning how to swim
- ✓ Competitive pool
- ✓ Family recreation/leisure pool
- ✓ Warm-water wellness pool for therapy
- ✓ Gymnasium
- ✓ Outdoor patio area and playground
- ✓ 50-meter pool

➤ Site preferences (in order):

1. North Kirkland Community Center Site
2. Juanita Beach Park
3. South Norway Hill Park Site

Siting concerns most often listed included those related to traffic congestion, accessibility, environmental degradation, potential loss of open space, and the change in exiting use of park property

IV. CONVERTING PETER KIRK POOL TO YEAR-ROUND USE

City Council also directed the Park Board and staff to evaluate the feasibility of converting the outdoor Peter Kirk Pool from summer-only use to year-round use as an interim solution should the Juanita Aquatic

Center be closed and a replacement facility not be in place. Staff has prepared a report for Park Board information, provided as **Attachment D**. No specific recommendation from the Board is being requested at this time.

The report discusses two possible options for converting the pool to year-round use. One option would be for installation of an inflatable "bubble" structure, while a second option would simply be to operate the pool as an uncovered, year-round heated outdoor swimming pool.

Purchase and installation of an inflatable structure would cost approximately \$500,000. A preliminary operational analysis suggests that operating costs could be entirely recouped from expected revenues. However, more extensive analysis and conversations with potential user groups would need to occur to finalize programming and determine whether or not an operating subsidy would be required.

A less expensive option would be to operate the pool without a roof structure as simply an open-air, year-round pool facility. A local example of this model is the Samena Swim and Recreation Club in Bellevue. A relatively modest capital investment of approximately \$40,000 would be necessary to make Peter Kirk Pool viable for year-round outdoor use. Again, more analysis would be necessary to determine operating costs and expected revenues.

Additional issues which should be considered in making Peter Kirk Pool a year-round facility include downtown parking capacity, neighborhood impacts, site aesthetics, and accelerated wear and tear on the pool's major operating systems.

V. NEXT STEPS

Immediate next steps:

1. At the Park Board meeting of March 19 the Park Board will be asked to develop recommendations to the City Council on siting and facility components.
2. The City Council will hold a Study Session on April 1 to review the Board recommendations and provide direction to staff and the Board on next steps.
3. Based on Council direction, next tasks will likely be to conduct further technical analysis and public involvement on the preferred site(s) and project components. Further technical analysis would include preparation of SEPA (State Environmental Protection Act) checklist and completion of traffic studies.
4. Continue to explore partnership opportunities with local and neighboring entities.
5. Initiate a Request for Qualifications (RFQ) process for selection of a project architect and design team.

Updated Project Schedule (Assumes need for Voter-Approved Funding)

The following revised schedule lists February 2015 as the earliest date to consider a potential ballot measure.

The following assumptions are built into the timeline shown below:

- Assumes need for voter-approved funding at an amount to be determined;
- Assumes site selected is City-owned and controlled (land acquisition not shown as a task);
- Assumes facility planning moves forward irrespective of potential project partner involvement;
- Tasks shown are solely related to building development. Tasks and timelines related to determining annual operating budget, revenues, operational modeling, etc. would be developed concurrently.

Task	Estimated Completion	Notes
City Council Meeting: Project Update and Review Park Board Recommendations	April 1, 2014	Review Park Board recommendations and provide direction on site selection and facility components
Concept Design, Site Planning, & Comparative Site Analysis; (2.5 months)	June 2014	Site/Soil Engineering Studies; Traffic Analysis; Environmental Analysis; Building Massing Studies; Public Outreach; next-level cost estimating
Park Board Meeting: Develop Final Site Recommendation and Facility Components	June 11, 2014	Scheduled for Board's regular meeting date (2 nd Wednesday of each month)
Architect Selection (2 months)	June 2014	Initiate selection process early so that design team is in place at time of Council funding approval. Consultant contract not approved prior to approval of funding by City Council for Schematic Design and Park Master Plan Phase
City Council Meeting: Final Site Selection and Facility Components	July 1, 2014	Review Park Board recommendation and provide direction on final site and final facility components
City Council Meeting: Approve Funding for Schematic Design and Final Park Master Plan	July 1, 2014	Funding approval for design consultant (architect) to develop building schematics and refined costs
Schematic Design and Site Master Plan (3 months)	September 2014	Conceptual design of building systems (structural, mechanical, electrical), finalize programming and room layout, preliminary section and elevation drawings, civil & landscaping layout, selection of materials, etc. Complete approval process for park master plan.
Project Cost Estimate (1 month)	October 2014	Project cost estimates for preliminary schematic design (Project costs to include: Construction, Design/Engineering, Project Management, Construction Inspection & Testing, Taxes, Equipment & Furnishings, and Contingency Fund)
City Council Meeting: Review & Approval of Schematic Design and Project Cost Estimate	October 7, 2014	Deliverables anticipated at this milestone: <ul style="list-style-type: none"> • Facility design, location, and cost • Annual operating cost & revenue projections • Funding plan & financing mechanism(s) • Partner identification, role(s), and capital funding commitment(s) • Phasing strategies if appropriate
Public Hearings, Public Survey Determined by City Council (up to 2 months)	December 2014	Council would have up to 2 months to gather additional information prior to making a ballot decision. Possible steps could include one or more of: public hearings, polling/surveys, revisions to design/costs, etc.

Task (continued)	Estimated Completion	Notes
City Council Meeting: Review & Approve Ballot Resolution	December 16, 2014	For February 2015 Special Election: Ballot resolution must be submitted to County not less than 46 days prior – i.e. by approx. December 24, 2014
Special Election: Bond Measure	February 10, 2015	Special Election Held 2 nd Tuesday of February
Final Design & Engineering, Permitting, Bidding (up to 12 months)	February 2016	Allow up to 12 months
Construction Begin (18 – 24 months)	March 2016	Allow 18 – 24 months (depends on selected site, final design & facility components, weather, etc.); includes time for owner move-in and preparation for opening
Facility Completion (Earliest)	August 2017	Earliest Facility Opening
Facility Completion (Latest)	February 2018	Latest Facility Opening

Attachments:

- A – Council Resolution R-5029
- B – Site Maps and Site Diagrams
- C – Community Input
- D – Peter Kirk Pool Study