



KIRKLAND PARK BOARD

Date: January 12, 2011

Time: 7:00 p.m.

Place: Council Chambers, City Hall

The mission of the Park Board shall be to provide policy advice and assistance to the Department of Parks and Community Services and City Council in order to ensure the effective provision of Parks and Community Services programs and facilities to the residents of the City of Kirkland.

AGENDA

1. **CALL TO ORDER**
2. **ROLL CALL** *15 minutes*
 - a. Roll Call
 - b. Introduction of New Park Board Member, Sue Contreras
 - c. Selection of Chair and Vice Chair
3. **APPROVAL OF MINUTES** *5 minutes*

November Park Board Meeting Minutes
4. **ITEMS FROM THE AUDIENCE** *5 minutes*
5. **REVIEW OF ACTION ITEMS**

No items
6. **PRESENTATIONS**

No items
7. **COMMUNICATIONS** *30 minutes*
 - a. Correspondence
 - b. Staff Reports
 - January update
 - Recreation update: Snowflake Ball
 - Director's report: Legislative update and WRPA
 - c. Committee Reports
 - d. Comments from the Chair
8. **UNFINISHED BUSINESS** *20 minutes*
 - a. Forbes Lake Development
 - Topic: Receive update on change of project scope
 - Action: Discussion only
9. **NEW BUSINESS** *30 minutes*
 - a. 2011 Work Plan
 - Topic: Review 2010 work plan and discuss items for 2011
 - Action: Discussion only

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10. **MEETING EVALUATION**

5 minutes

11. **ADJOURNMENT**

Next meeting: February 9, 2011, 7:00 p.m., Council Chambers.

Estimated Meeting Completion: 8:50 p.m.

PARK BOARD MINUTES – November 10, 2010

1. CALL TO ORDER

The November 10, 2010 Park Board regular meeting was called to order at 7:01 p.m. by Chair Robert Kamuda.

2. ROLL CALL

Members present: Chair Robert Kamuda, Vice Chair Sue Keller, Shawn Fenn, Maggie Lehr, Ted Marx, Barbara Ramey, and John Smiley.

Shelley Kloba arrived at 7:02 p.m.

Jennifer Davies was excused.

Staff present: Tracy Harrison, Linda Murphy and Jennifer Schroder.

3. APPROVAL OF MINUTES

Mr. Fenn moved to approve the October minutes as presented. Ms. Lehr seconded. Motion carried (8-0).

4. ITEMS FROM THE AUDIENCE

No items.

5. REVIEW OF ACTION ITEMS

No items.

6. PRESENTATIONS

No items

7. COMMUNICATIONS

a. Correspondence

No items.

b. Staff Reports

Ms. Schroder introduced Tracy Harrison, Recreation Coordinator at North Kirkland Community Center, who presented an update to the Board on recreation programs at NKCC.

Ms. Schroder reported on the progress of Juanita Beach construction; discussed Business Services' work on concessions contracting, Marina revenues, the Friday Night Market at Juanita Beach; and announced an upcoming Arbor Day planting event at Juanita Bay Park.

Ms. Murphy answered questions related to this year's recreation revenue.

c. Committee Reports

Ms. Kloba reported on the Lakeview Neighborhood meeting.

Mr. Marx did not have any meetings to report on, but asked questions related to the annexation budget and offered recommendations related to specifically to Juanita Bay Park.

Ms. Ramey is looking forward to attending the WRPA mid-year Conference and commented on wildlife activity seen at Edith Moulton Park.

Ms. Keller attended the Eastside Timebank program launch and the Highlands Neighborhood Association Ivy Pull event.

Mr. Smiley commented on the Wednesday Market.

Ms. Lehr commented on the water fountains being shut off along Lake Washington Blvd.

Mr. Fenn reported on the Pee Wee Monster Bash at NKCC.

d. Comments from the Chair

Mr. Kamuda reported on the forthcoming Central Houghton Neighborhood plan update and also provided comment on the City Council's acceptance of the off-leash area proposal.

8. UNFINISHED BUSINESS

a. 2011-2012 Budget

Ms. Schroder shared the proposed reductions to the department's 2011-2012 Budget that are under consideration by City Council.

The Board shared significant concern about the elimination of beach lifeguards.

Ms. Ramey moved that a representative of the Park Board attend the November 16th Public Hearing on the 2011-2012 Budget to advocate for the restoration of beach lifeguards. Mr. Smiley seconded. Motion carried (7-0, Ms. Lehr was not in attendance).

9. NEW BUSINESS

a. Ball Field Concessions

Ms. Schroder shared with the Board the commencement of negotiations with the operators of the concessions stands at Everest and Peter Kirk Parks to enter into operating agreements at these public facilities.

b. December Meeting

Ms. Schroder presented staff's recommendation that the Board consider canceling its December meeting.

Ms. Keller moved to cancel the December Park Board meeting and resume in January. Mr. Fenn seconded. Motion carried (7-0).

10. MEETING EVALUATION

11. ADJOURNMENT

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

Meeting adjourned at 8:56 p.m.

Jennifer Schroder, Director
Parks and Community Services

Robert Kamuda, Chair
Park Board

DRAFT



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

To: Park Board
From: Jennifer Schroder, Director
Date: January 7, 2011
Subject: January Staff Report

PARK PLANNING DIVISION

Juanita Beach Construction

- Construction activities include beachfront promenade construction, layout for parking lot, installation of parking lot lighting, irrigation, and electrical work. We did incur some storm damage near the creek which will add a few days of extra work to the project. Still scheduled for a spring completion, although portions of the park may be isolated to allow for new lawns to establish, etc.

Park Impact Fees

- At their meeting of January 4, the City Council took action to extend park impact fees into the pending annexation area. Park impact fees will be collected beginning June 1 for any new residential development in the new neighborhoods (as well as existing City limits). The park impact fee rate will be reviewed most likely in 2012 as a result of a City-wide LOS (Level of Service) Study, and will involve input from the Board.

Waverly Beach Park

- Late this month we will be publishing a Request for Qualifications (RFQ) for design/engineering firms interested in working on developing a renovation plan. We intend to have a firm under contract by early March.

Annexation Update

- Negotiations continue with King County on a formal transfer agreement. An informal committee comprised of citizens and City staff has begun to make plans for community celebratory activities on or around the effective date of annexation.

Totem Lake Business District

- The City Council passed a resolution in December adopting an action plan related to the Totem Lake Business District. This has possible future implications for parks and open spaces in the area and will likely be an agenda item for the Board's February and/or March meetings. (see attached).

COMMUNITY SERVICES DIVISION

Business Services

- We will be posting a Request for Proposal (RFP) for concession at the newly renovated Juanita Beach Park. This is a unique business opportunity for a small restaurateur to establish a new business in the heart of the Juanita neighborhood. The RFP will be issued January 10th and will close February 4th.
- Business Services is submitting an application for Washington State Recreation and Conservation Office (RCO) grant funds to support planning opportunities for the Marina. These possibilities may include pump-out facilities, additional dock space, boat launch renovations and additional recreational opportunities.
- After two successful "Go Dog, Go!" events, KDOG has let us know that they are no longer interested in hosting the canine festival. Because of the rapid success of the event and the potential revenue generated by the event, staff will be producing the event in-house for 2011. Planning for the event is underway and will take place July 23rd at Juanita Beach Park.

Recreation

- We wish Carrie Hite much success in her new position as the Parks, Recreation Cultural Services Director with the City of Edmonds. The Recreation Division is adapting and working well as a team to pick up some the tasks of the Deputy Director as needed.
- You will soon see a much needed replacement 12 passenger van on the streets of Kirkland. As part of the City’s commitment to sustainability and meeting the goals set in our Climate Protection Action Plan, we have purchased our first propane-fueled vehicle. The van replaces a 1993 gas-fueled van and will be used primarily by the Parks and Community Services Department.
- 2011 Spring and Summer Recreation Brochure is now in production. Staff is busy putting together details for leagues, programs, camps, aquatics activities and much more. We are very pleased to be working with our past graphic designer and printer.
- 2010 was a unique year for the Recreation Division. We reached our bottom line revenue targets, but unfortunately did not exceed 2009 revenues. Below is a snapshot of program revenues through the end of the year.



	JAN	FEB	MAR	APR	MAY	JUNE
2009	\$65,329	\$17,453	\$288,139	\$155,543	\$132,646	\$127,759
2010	\$57,788	\$32,799	\$287,680	\$149,024	\$109,217	\$122,896
variance	(\$7,541)	\$15,346	(\$459)	(\$6,519)	(\$23,429)	(\$4,863)

	JULY	AUG	SEP	OCT	NOV	DEC	YTD
2009	\$60,335	\$95,732	\$103,065	\$43,382	\$26,854	\$41,392	\$1,157,629
2010	\$60,703	\$97,337	\$79,317	\$41,443	\$32,726	\$38,696	\$1,109,626
variance	\$368	\$1,605	(\$23,748)	(\$1,939)	\$5,872	(\$2,696)	\$48,003

North Kirkland Community Center

- The inaugural Snowflake Ball, held on December 10th, was an overwhelming success. There were 120 girls accompanied by their fathers, grandpas, and other father-figures in attendance. It was a magical night filled with cookie decorating, picture taking, wand making and, of course, dancing. NKCC’s resident DJ, Miss Laura, had everyone boogieing to new and old favorites. It was fun to see our City Manager and his daughter partake in the festivities!
- The new LEGO Pre-Engineering Winter Break Mini-Camp offered by Play-Well TEKnologies filled to capacity. Participants spent their afternoons building cities, bridges, tunnels, towers, and pyramids out of LEGO’s.
- During the month of December our dance class participants showcased what they had learned over the course of the quarter to enthusiastic parents, friends and siblings. On numerous occasions, our little dance room held an audience of over 20!
- The Recreation Manager, Coordinators, and Program Assistant of the NKCC hosted a holiday luncheon at McAuliffe Park for their instructors. The luncheon was in appreciation of the passion, hard work and success of the programs they provide to our community throughout the year.

Aquatics/Youth Basketball

- Youth Basketball practices are underway at many local elementary schools with over 400 3rd-6th graders participating. Over 80 community members have volunteered this season as coaches and assistant coaches. Games begin January 8th at Kirkland and Kamiakin Junior Highs and nine 9 Youth Basketball

Referees have been hired and trained to officiate the games as well as act as Court Coaches during the game; continuing to teach the young athletes about the game during the game.

- Lifeguard beach hours have been established for the 2011 Aquatics Season. Houghton Beach will be guarded daily 1-6 p.m., and Waverly Beach will be guarded daily 2-5 p.m. throughout the season, July 1st-September 5th.

Sports and Fitness

- The Move It! fitness program has concluded for fall. We hosted a total of 209 participants, our best season in the history of the program. We are looking to carry this enthusiasm over to our winter session that begins January 10th, helping the community "kick start" their new year fitness and health goals!
- We have finished our fall season of volleyball, serving 38 teams and over 456 people. The next session of the volleyball and dodgeball leagues begins in mid-January. Currently, all five volleyball divisions are full with a maximum of 8 teams each. Our dodgeball program, which took a hiatus during the fall, looks to be active for the winter session with a minimum of six teams participating.

Peter Kirk Community Center

- The Peter Kirk Community Center hosted two fun events this fall. On November 19th, 88 people attended "Turkey Treats," an old fashioned Thanksgiving celebration that was sponsored by Fairwinds of Redmond. On December 3rd we tried something new and had our annual Holiday celebration during the day instead of in the evening. Over 80 participants attended "Holiday D'Lights." A special thank you to Aegis Lodge and Aegis at Totem Lake for providing a festive and delicious lunch.
- The PKCC Advisory Board welcomed four new members and said a fond farewell to three members at their December meeting. The new board is busy starting to think about what they would like to accomplish in 2011. The board will be working on completing a work plan at their January and February meetings.

Youth Services

- The 10th annual Holly-Day Brunch was held December 4th. Members of the Kirkland Youth Council cooked brunch, provided entertainment and served about 40 senior citizens.
- Members of the KYC participated in Youth Eastside Services' Adopt-a-Family program in December. The group sponsored one family of three.
- The Leadership team of the Youth Council met with City Manager Kurt Triplett. Topics covered included City budget, winter storm planning and the rails-to-trails project.
- Work continues on the "We've Got Issues" program on Distracted Driving.

Human Services

- At their December 7th meeting, City Council approved the Human Services Advisory Committee's Funding Plan for the 2011-2012 biennium. The City received 73 applications with requests totaling \$886,413 annually. Demand for human services remains high and is ever increasing during this recession.
- The HSAC was particularly challenged with the number of new applications, the increase in service demands and that many of the programs the City funded in 2010 requested more funding to meet the increased services demands. The committee held a series of roundtable discussions with agencies the City funded in 2010 and conducted three Public Hearings that included all applicants. They reviewed and evaluated each request carefully; their recommendations were presented to Council in December. The committee's plan includes allocating funds to 11 new service areas.

PARK MAINTENANCE DIVISION

Notes from the field

- This month we will be starting the replacement of the Peter Kirk playground equipment.
- AT&T is performing an enhanced communications project at Crestwoods Park. The project involves placing a large vault beneath three parking stalls. The work is to be completed by the end of January.
- Heavy rains in December caused damage to some amenities within the system. We sprung leaks in the roofs at the Marina Park restroom building and Forbes House at Juanita Beach. Additionally, the "floating" boardwalks of Totem Lake Wetlands will need repair once the water recedes.

Winter work continues. Staff is spreading copious amounts of arbor chips throughout some of the landscape beds in the hope that weeds will be suppressed and moisture retained next summer.

Athletic Fields

- Applications for first season use were due December 1st. The first season is approximately March 1st through July 31st. A field allocations meeting will be held January 11th at the Parks Maintenance Office. All who have applied for field use are invited to attend.

Volunteers

- Despite the snow, Christ Church Academy's 3rd and 4th grade class (Ms. Heric's class) returned for another volunteer day. We were happy to see them on November 22nd at McAuliffe Park for an hour and half of hard work. Thank you, as always, Christ Church Academy!

Donations/Amenities

- On behalf of the Norkirk Neighborhood Association, two picnic tables and two benches are at the point of installation at Crestwoods Park. The tables and benches have been provided through the Neighborhood Connections Program.

Pea Patch/Community Garden Program

- Applications for returning users of the Community Gardening Program/Pea Patch Program are trickling in. Those who are accepted to return are invited to attend the Annual Pea Patch Kick-off Meeting scheduled for February 23rd at the Parks Maintenance Office.
- There are 59 total lots within the combined locations. Almost all lessors are expected to return from last year. After the registration deadline for returning users in mid-February, we'll know how many vacant plots to offer on a first come, first serve basis. As of January 5th, we have a waiting list of 17 new people hoping for plots.

GREEN KIRKLAND PARTNERSHIP

- This report describes Green Kirkland restoration work for October and November, 2010. Fall is our main planting season and thus several of the activities recorded include planting native species. Several events involved collaboration between the City's Public Works, Parks & Community Services, and Planning departments, which is a streamlined-partnership way to implement the City's stewardship objectives.
- In addition to purchasing plants from commercial nurseries, we were pleased to obtain some of our planting material from the volunteer McAuliffe Park Native Plant Nursery, which is managed by a Green Kirkland Steward. Kirkland benefits from the nursery expertise and leadership provided by the volunteer Green Kirkland Steward, who is also trained as a Washington Native Plant Society Native Plant Steward.
- On October 16th, at our EarthCorps partnership event at Kiwanis Park, 33 volunteers planted native plants that were paid for by a \$1,000 donation by the Kiwanis Sunrisers Club.
- It's great to have an ongoing partnership with the Kiwanis Sunrisers at Kiwanis Park. The Kiwanis Sunrisers regularly provide volunteers and coffee and donuts at monthly restoration events. Friends of Kiwanis Park volunteers (including Kiwanis Sunrisers), led by a Green Kirkland Steward, worked monthly throughout 2010 to clear invasive species and prepare for the planting event, including monthly work parties hosted for employees of Kirkland's Courtyard by Marriott.
- The City's Public Works Department worked with volunteers to conduct restoration (including plantings) along Everest Creek on October 2nd and November 20th, and along Juanita Creek on November 6th.
- Our Arbor Day planting event and celebration November 13th at Juanita Bay Park attracted almost 200 volunteers. EarthCorps crew members and Kirkland's Native Plant Stewards did a great job of working with the large number of volunteers. The Planning Dept arranged for Mayor McBride to plant a western red cedar tree donated by Puget Sound Energy to commemorate Arbor Day, which contributes to Kirkland's Tree City USA status.
- Restoration opportunities at Juanita Bay Park continue to attract groups of volunteers. In October two student groups from the Environmental and Adventure School were hosted by Park Maintenance staff and one group from the same school was hosted by a Green Kirkland Steward at Juanita Bay Park. The same

Steward also managed restoration activities for a group organized by the UW Bothell business leadership program.

- Four Juanita Bay Park Native Plant Stewards (JB Rollers) from the 2009 Stewardship class hosted a restoration work party for nine volunteers on October 23rd, and six Juanita Bay Park Native Plant Stewards from the 2010 class continued removal of Himalayan blackberry and creeping buttercup from their 0.3-acre restoration site.
- At Cotton Hill Park two new groups of UW Restoration Ecology Network students started developing restoration plans for areas they'll be restoring.
- At Carillon Woods, ongoing Kirkland Community Wildlife Habitat volunteers weeded and mulched their butterfly garden area.
- The following table summarizes Green Kirkland events and activities for October and November 2010. The table includes ongoing volunteers who serve in addition to participating in publicized restoration events. Their ongoing work is summarized into 408.55 administration hours and 345.25 field work hours.

Volunteers

Date	Park/Work	Group Name	Youth	Adult	Total	Hours	Dollar Equivalent ¹
10/2	Everest Park	Public Works	4	4	8	24	508.32
10/15*	Kiwanis Park	Green Kirkland Steward with Courtyard by Marriott	0	6	6	19	402.42
10/16	Kiwanis Park	EarthCorps partnership	2	31	33	100	2118
10/18	Juanita Bay Park	Parks Department with Environmental and Adventure School	18	2	20	70	1482.6
10/19	Juanita Bay Park	Parks Department with Environmental and Adventure School	18	2	20	70	1482.6
10/21	Juanita Bay Park	Green Kirkland Steward with Environmental and Adventure School	20	4	24	42	889.56
10/22	Juanita Bay Park	Green Kirkland Steward with Environmental and Adventure School	20	5	25	87.5	1853.25
10/23	Juanita Bay Park	WNPS Juanita Bay Rollers	1	8	9	26.5	561.27
11/6	Juanita Beach Park	EarthCorps partnership with Public Works	4	18	22	66	1397.88
11/13	Juanita Bay Park	Arbor Day EarthCorps partnership	138	55	195	573.5	12146.73
11/20	Everest Park	Public Works			37	111	2350.98

11/20	Juanita Bay Park	Green Kirkland Steward with UW Bothell students	1	33	34	129	2732.22
Ongoing	Administration	October and November	0	20	20	408.55	8653.09
Ongoing	Field Work	October and November	102 (Eastside Prep)	29	131	345.25	7312.39
						2072.3	\$43,891.31

¹ Dollar Equivalent = Hours x 21.18

* Preliminary data to be updated

- The following data summarizes the number of plants planted in October and November, 2010:
 - Number of Native Plants installed in October, 2010
 - Cotton Hill Park, 48
 - Juanita Bay Park, 51
 - Kiwanis Park, 234
 - Month total, 333
 - Number of Native Plants installed in November, 2010
 - Everest Park, 390
 - Juanita Bay Park, 1,324
 - Juanita Beach Park, 300
 - Month total, 2,014
- Upcoming event for volunteers from the general public:
 - January 17th, Martin Luther King Day of Service at Cotton Hill Park, 10:00 a.m. – 3 p.m. Contact Karen Story, karen@tinyisland.com



CITY OF KIRKLAND
City Manager's Office
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MEMORANDUM

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

RECOMMENDATION:

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

BACKGROUND DISCUSSION:

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

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

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

SUMMARY:

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

RESOLUTION R-4856

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

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

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

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

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

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

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

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

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

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

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

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

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

Mayor

Attest:

City Clerk

Approved as to Form:

City Attorney

Preliminary Totem Lake Action Plan

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

Preliminary Totem Lake Action Plan

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

Preliminary Totem Lake Action Plan

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

Preliminary Totem Lake Action Plan

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

Preliminary Totem Lake Action Plan

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

Preliminary Totem Lake Action Plan

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

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

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

www.ci.kirkland.wa.us

MEMORANDUM

To: Park Board

From: Michael Cogle, Park Planning Manager

Date: January 6, 2011

Subject: Forbes Lake Park Development – Phase I

Recommendation

That the Park Board review the reduced scope for the first phase of implementation for the Forbes Lake Park development.

Background

The City has owned park property on the east side of Forbes Lake since 1990, with additional parcels transferred to the City as a result of private development on the lake in the late 1990's. At the present time, the City owns about nine acres on Forbes Lake, dispersed on the north, east, and south sides of the lake. In addition, as part of the City's agreement with WSDOT, about 2.5 additional acres on the southwest side of the lake will be transferred to the City after a 10-year wetland establishment and monitoring period has been completed in 2018 (or earlier if the City so desires).

Development Plan Completed

The planning process for this project included extensive public input during most of 2008, culminating in a public hearing conducted by the Park Board. The final park development plan was unanimously approved by the City Council in February 2009.

The overall plan for the park (see attached) features:

Trails:

- A connected trail system between East Forbes Lake, the Lochshire Condominium property, and West Forbes Lake.
- The trail system will utilize elevated boardwalks through the wetlands and crushed rock or pervious asphalt paths within upland buffers. The boardwalks are to be constructed with an Army Corps approved "diamond pier" block system that is designed to have a low impact on wetlands.
- The total width of the boardwalk will be 5'-6".

Viewing Platforms:

- Approximate 8'x10' viewing platforms to be located at Forbes Lake East and Forbes Lake West. Viewing platforms to include guardrails with angled tops and interpretive signage. No seating to be provided.

Site Furnishings:

- One picnic table provided in a visible location near the 95th Street entrance at Forbes Lake East.
- Benches provided in the northern upland section and along the crushed rock trail at Forbes Lake East.
- The East and West Forbes Lake entrances to include park signage, trail maps, trash receptacles (future), and dog "mutt mitt" stations.
- Wetland protection signage to be placed along the trails and boardwalks.

124th Ave. NE Right-of-Way Improvements:

- Complete frontage improvements, including sidewalk and landscaping, along 124th Ave. NE. Create a bridge crossing over the drainage feature to the park entrance at NE 95th Street.

Parking:

- A small parking lot with one ADA stall, one service vehicle stall, and 6 regular stalls located within the previous construction staging area of Forbes Lake East.

Lochshire Condominiums:

- Switch the existing public trail easement to private access in exchange for a public easement across the northwest portion of the property near the Forbes Lake shoreline.
- Potential site for invasive plant removal and native planting enhancements to mitigate for boardwalk impacts.

Budget Established and Funding Sought

In 2010 a budget to complete the overall plan was established at \$1.5 million. The City Council approved \$850,000 in the CIP for the project. This funding was used as leverage to seek matching funding from the State of Washington, and a grant request was submitted last summer. Unfortunately, it does not appear that the project will receive funding from the State. At this time there is no other realistic outside funding source for the project.

Proceeding with Reduced Scope

We intend to proceed with the project using the available City funding. We have worked with our design consultant, Worthy Associates, to look at a viable first phase of the project that (1) begins to respond to a long-expressed community desire to utilize public property and have better access to the shoreline; (2) builds upon current site characteristics and addresses current property management issues; (3) provides a solid and logical foundation for implementation of future phases of the project; and (4) requires a minimal amount of new maintenance/operational tasks. Attached is a graphic which depicts the primary components of this proposed phase, focusing on trail and infrastructure improvements on the east side of the lake.

The budget for this phase is estimated as follows:

Construction – Maximum Bid	\$450,000
Design/Engineering @ 11%	\$50,000
Construction Contingency @ 10%	\$45,000
Taxes @ 9%	\$40,500
Permitting/Testing/Inspections/Other	\$25,000
Project Management @ 12%	\$54,000
1% for Art	\$8,500
Total	\$673,000

Next Steps

We are proceeding with permitting for the work and preparing bid documents. We anticipate summer construction, with completion toward the end of 2011.

Attachments

Preferred Plan





PHASE 1 DEVELOPMENT SITE PLAN

Forbes Lake Park Trail Development

November 3, 2010

WORTHY AND ASSOCIATES
LANDSCAPE ARCHITECTURE
PARK AND ENVIRONMENTAL DESIGN



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To: Park Board

From: Michael Cogle, Park Planning Manager

Date: January 11, 2011

Subject: 2011 Park Board Work Plan

RECOMMENDATION:

That the Board review and comment upon an initial draft of the 2011 Work Plan.

BACKGROUND DISCUSSION:

Attached for your review is a first draft of the Board's work plan for 2011. Staff will be prepared to review the identified work objectives and answer any questions.

This is also an appropriate time to revisit some of the Board/staff accomplishments from 2010. They include:

- Initiated construction of improvements at Juanita Beach Park
- Completed construction of Rose Hill Meadows, a new neighborhood park
- Expanded community pea patch program with new plots at McAuliffe Park
- Established a location for an off-leash area for dogs at City-owned property south of Heronfield Wetlands
- Completed an update to the six-year Parks Capital Improvement Program
- Completed an update to the Comprehensive Park, Recreation and Open Space (PROS) Plan
- Completed code-related improvements to Peter Kirk Pool
- Established a new operating partner (YMCA) for the Teen Union Building

Attachment

D R A F T : Kirkland Park Board 2011 Work Plan

Goal 1: Develop or redevelop existing parklands and public recreation facilities.		
Objective	Description	Timing
<u>Objective 1.1:</u> Implement Juanita Beach Master Plan	Construct Phase 1 improvements to park (CIP funded)	Complete by June
<u>Objective 1.2:</u> Develop renovation plan for Waverly Beach Park	Complete an assessment and prioritized recommendations (with cost estimates) for improvements to Waverly Beach Park (CIP funded)	March - December
<u>Objective 1.3:</u> Develop an off-leash dog area (OLA) in Kirkland	Support KDOG efforts to develop and operate a designated OLA in the Totem Lake/South Juanita area.	January - July
<u>Objective 1.4:</u> Implement Forbes Lake Park Development Plan	Construct Phase I improvements to park (CIP funded)	April - December
<u>Objective 1.5:</u> Develop renovation plan for Spinney Homestead Park	Complete an assessment and prioritized recommendations (with cost estimates) for improvements to Spinney Homestead Park (CIP funded)	July - December
<u>Objective 1.6:</u> Evaluate opportunities for expanded parks and open spaces in or near the Totem Lake Business District	As described in the City Council-adopted Totem Lake Action Plan, consider and make recommendations for increased parks and public open spaces within this area of the community	Complete by April
Goal 2: Maintain or increase maintenance and operational levels of service for parks and for recreation facilities.		
Objective	Description	Timing
<u>Objective 2.1:</u> Implement the Green Kirkland 20-Year Plan	Implement restoration plans including volunteer stewardship components (CIP funded). Seek and secure stable funding for Green Kirkland program beyond 2011	Throughout 2011
<u>Objective 2.2:</u> Repair/replace deteriorating park amenities	Complete replacement of playgrounds at Peter Kirk Park and Houghton Beach Park (CIP funded)	Throughout 2011
<u>Objective 2.3:</u> Minimize negative impacts to park system and park/recreation users due to budgetary reductions	Provide advice and guidance to staff as requested regarding potential community impacts related to proposed and/or implemented budgetary reductions and seek community-based solutions (including adopt-a-park opportunities)	Throughout 2011

D R A F T : Kirkland Park Board 2011 Work Plan

<p><u>Objective 2.4:</u> Complete tasks necessary for provision of parks and recreation services to the Pending Annexation Area in 2011</p>	<p>Continue preparations for assumption of County-owned parks and open spaces and provision of services to the PAA</p>	<p>Throughout 2011</p>
<p><u>Objective 2.5:</u> Support legislative agenda of the City of Kirkland and the Washington Park and Recreation Association</p>	<p>Provide active support via correspondence, phone calls, visits to Olympia, and participation in events which support the City and WRPA's legislative platforms</p>	<p>Throughout 2011</p>
<p><u>Goal 3:</u> Develop more revenue-generating opportunities, alternative revenue sources, and private partnerships within the park system.</p>		
<p>Objective</p>	<p>Description</p>	<p>Timing</p>
<p><u>Objective 3.1:</u> Complete a business plan for Marina Park</p>	<p>Research, survey, and analyze user demand, facility needs, revenue opportunities, and preferred options to manage and operate the Marina, boat launch, pavilion, and related park amenities at Marina Park</p>	<p>Throughout 2011</p>
<p><u>Objective 3.2:</u> Planning for possible future park bond and maintenance levy</p>	<p>Subject to Council direction, continue to explore strategic issues related to the planning and timing of a possible park bond and maintenance levy. Make recommendations to City Council as requested</p>	<p>Throughout 2011</p>
<p><u>Objective 3.3:</u> Encourage appropriate use of park facilities for community events</p>	<p>Review and make recommendations on policy issues related to special events in parks</p>	<p>Throughout 2011</p>
<p><u>Goal 4:</u> Develop partnership opportunities with the Lake Washington School District.</p>		
<p>Objective</p>	<p>Description</p>	<p>Timing</p>
<p><u>Objective 4.1:</u> Implement new Joint Use Agreement with LWSD</p>	<p>Implement new agreement to ensure reciprocal use of public facilities in a manner which maximizes opportunities and equitably meets the broad needs of the community. Track and assess impacts of the new agreement</p>	<p>Throughout 2011</p>

D R A F T : Kirkland Park Board 2011 Work Plan

Goal 5: Develop more indoor recreation space.		
Objective	Description	Timing
<u>Objective 5.1:</u> Indoor Recreation Center	Re-assess project goals and implementation strategy related to development of new indoor recreation space	Throughout 2011
Goal 6: Acquire open spaces, unusual and unique sites, and neighborhood park land in areas of the City where recreation opportunities are deficient.		
Objective	Description	Timing
<u>Objective 6.1:</u> Acquire suitable land for community park land and/or open space	Be responsive to acquisition opportunities as they arise (CIP funded)	Throughout 2011