



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

**To:** Kurt Triplett, City Manager  
**From:** Lynn Zwaagstra, Parks and Community Services Director  
**Date:** April 2, 2019  
**Subject:** Fiscal Note for Finn Hill Middle School Field Maintenance

## RECOMMENDATION

City Council approves the attached fiscal note for \$6,500 to carry out infield maintenance at Finn Hill Middle School (FHMS) baseball/softball fields for Spring 2019.

By acting on the consent agenda, the fiscal note will be approved, and Parks and Community Services staff will correspondingly begin maintaining the baseball/softball fields at FHMS.

## BACKGROUND DISCUSSION

As outlined in the [linked Council Memo](#) from February 2017, the City has a history of managing ball fields that are part of the City / School Playfield Partnership (Partnership). Lake Washington School District (LWSD) fields are re-developed utilizing City of Kirkland funds after which the City maintains the fields to the same standard as City-owned ball fields. This partnership makes fields safer, more playable, and more accessible for local sports organizations, for students, and for the surrounding neighborhood.

The baseball/softball fields at Finn Hill Middle School were anticipated to be renovated through this Partnership in 2018. Funding for ongoing maintenance was submitted in the 2019-2020 budget. Unfortunately, the construction bidding for the field renovation failed to generate a viable bid. The renovation project was delayed to 2019. Field construction is now anticipated to begin following school closure for the summer and the field will remain closed through the rest of 2019. As such, funding for 2019 maintenance was removed from the budget.

This attached fiscal note will fund Parks and Community Services to implement limited infield maintenance as authorized by LWSD for the spring season. Full field maintenance per the Partnership will begin in 2020.

**Attachment A** – Fiscal Note

**FISCAL NOTE**

CITY OF KIRKLAND

Source of Request							
Lynn Zwagstra, Parks and Community Services Director							
Description of Request							
Use of \$6,500 from Council Special Projects Reserve to perform infield maintenance at the Finn Hill Middle School baseball/softball fields in 2019.							
Legality/City Policy Basis							
Fiscal Impact							
One-time transfer of \$6,500 from Council Special Projects Reserve. This reserve can fully fund this request.							
Recommended Funding Source(s)							
	Description	2020 Est End Balance	Prior Auth. 2019-20 Uses	Prior Auth. 2019-20 Additions	Amount This Request	Revised 2020 End Balance	2020 Target
<b>Reserve</b>		250,000	(150,000)	0	(6,500)	93,500	
	Prior use of \$150,000 for Implicit Bias Training.						
<b>Revenue/Exp Savings</b>							
<b>Other Source</b>							
Other Information							

Prepared By	Tom Mikesell, Financial Planning Manager	Date	March 21, 2019
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