



CITY OF KIRKLAND
Department of Public Works
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MEMORANDUM

To: Kurt Triplett, City Manager

From: James Lopez, Deputy City Manager
Julie Underwood, Public Works Director
Victoria Kovacs, Transportation Planner
Martha Chaudry, Special Projects Coordinator

Date: October 6, 2022

Subject: FUTURE OF PARK LANE – APPROVE FISCAL NOTE

RECOMMENDATION:

City Council approve a fiscal note for \$75,000 from the Council special projects reserve to fund a consultant study for Park Lane future options. By taking action on this item under the Consent Calendar the City Council is approving the fiscal note and authorizing the funding.

BACKGROUND DISCUSSION:

At the [August 3, 2022 meeting](#), staff presented two options on the future of Park Lane as either a) an open street with parking, or b) a street closed seasonally or permanently to vehicle traffic. Council voted to evaluate seasonal or full closure of Park Lane and authorized staff to hire a consultant to assist in the evaluation of options. As requested by the Council, staff spoke with several companies about the project to determine whether the initial estimate of \$50,000 would be sufficient for the study. The firms contacted estimated a similar but sometimes slightly higher range of funding. As a result, staff have increased the amount of the request to \$75,000 for the study. The results of this study will be shared back with Council in the Spring of 2023 to inform a final decision on the future of Park Lane.

With this item, staff is seeking Council approval of a fiscal note of \$75,000 that will fund the scope of a consultant study of future options for Park Lane. This budget will come from Council special project reserves. This scope will include:

1. Parking mitigation options and strategies if applicable.
2. Programming and street activation recommendations, including during winter months.
3. Infrastructure recommendations and requirements, including but not limited to shelter, seating, parklets, vehicle access and barriers.
4. Public safety considerations and planning.
5. Preliminary cost and budget plan for capital and ongoing expense.

Attachment A: Fiscal Note

FISCAL NOTE

CITY OF KIRKLAND

Source of Request							
Jim Lopez, Deputy City Manager - External Affairs							
Description of Request							
One-time funding of \$75,000 to fund a consultant study of potential options for the future of Park Lane.							
Legality/City Policy Basis							
Fiscal Impact							
A one-time use of \$75,000 in Council Special Projects Reserve funding. The Council Special Projects Reserve balance is \$180,680 and will be \$105,680 after this fiscal note.							
Recommended Funding Source(s)							
<i>Reserve</i>	Description	2022 Est End Balance	Prior Auth. 2021-22 Uses	Prior Auth. 2021-22 Additions	Amount This Request	Revised 2022 End Balance	2022 Target
	Council Special Projects Rsv.	250,000	(69,320.00)	-	(75,000)	105,680	250,000
	The Council Special Projects Reserve (CCR0010000) has a target balance set by Council policy that is replenished each biennium to \$250,000 if general fund revenues above budgeted levels become available.						
<i>Revenue/Exp Savings</i>							
<i>Other Source</i>							
Other Information							
Funding will be transferred from 01019001-599000 (CCR0010000-O) to 01020301-541010							

Prepared By	Kevin Lowe Pelstring, Financial Planning Supervisor	Date	October 6, 2022
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