



KIRKLAND PARK BOARD

October 22, 2025; 7:00 p.m.

Peter Kirk Room, Kirkland City Hall
123 5th Avenue Kirkland, WA 98033

Land Acknowledgement

We acknowledge that the Southern Salish Sea region lies on the unceded and ancestral land of the Coast Salish peoples, the Duwamish, Muckleshoot, Puyallup, Skykomish, Snoqualmie, Snohomish, Suquamish and Tulalip tribes and other tribes of the Puget Sound Salish people, and that present-day City of Kirkland is in the traditional heartland of the Lake People and the River People. We honor with gratitude the land itself, the First People – who have reserved treaty rights and continue to live here since time immemorial – and their ancestral heritage.

Mission Statement

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. ITEMS FROM THE AUDIENCE
4. APPROVAL OF MINUTES
 - a. September 24, 2025
5. BUSINESS ITEMS
 - a. Park Board Work Plan
 - b. City Council Joint Meeting Discussion
 - c. Human Services Division Overview
 - d. Park Board Member Reports
6. COMMUNICATIONS
 - a. Correspondence
 - b. Parks & Community Services Highlights
 - c. Staff Updates and Information
 - d. Comments from the Chair
7. FUTURE AGENDA ITEM REQUESTS
8. ADJOURNMENT

Next Park Board Meeting: November 19, 2025**

****Special Meeting** Third Wednesday of November**

Alternate Formats: Persons with disabilities may request materials in alternative formats. Persons with hearing impairments may access the Washington State Telecommunications Relay Service at 711.

Title VI: Kirkland's policy is to fully comply with Title VI of the Civil Rights Act by prohibiting discrimination against any person on the basis of race, color, national origin or sex in the provision of benefits and services resulting from its programs and activities. Any person who believes his/her Title VI protection has been violated, may file a complaint with the City. To request an alternate format, file a complaint or for questions about Kirkland's Title VI Program, contact the Title VI Coordinator at 425-587-3011 or titlevicoordinator@kirklandwa.gov.

The City of Kirkland strives to accommodate people with disabilities. Please contact the City Clerk's Office at 425.587.3190, or for TTY Services call 425.587.3111 (by noon the work day prior to the meeting) if we can be of assistance. If you should experience difficulty hearing the proceedings, please bring this to the attention of the Chairperson by raising your hand.

**KIRKLAND PARK BOARD
Minutes of Regular Meeting
September 24, 2025**

1. CALL TO ORDER

The September 24, 2025 Park Board regular meeting was called to order at 7:03 PM by Chair Amy Ambrosini.

Deputy Director Lloyd introduced Interim Recreation Manager Jairid Hoehn.

2. ROLL CALL

Members Present: Board Member Berenice Bortoni, Board member Katherine Kearny, Board Member Denise Lindberg, Board Member Paul Stull, Vice Chair Jared Silvia, Chair Amy Ambrosini

Members Absent: Board member Juliana Born, Board member Anika Joshi

Staff Present: Deputy Director John Lloyd, Parks Superintendent Jason Filan, Parks Planning & Development Manager Mariah Murphy, Recreation Manager Sara Shellenbarger, Interim Recreation Manager Jairid Hoehn, Administrative Assistant Emily Lima Welch

Recording Secretary: Administrative Assistant Emily Lima Welch

3. ITEMS FROM THE AUDIENCE

Chris Thomas
Alicia Quaco
Nick Fisher
Brian Wolfstig
Tyler Litzenberger
Leighton Lehrmann
Sarah Lehrmann
Anna Flora
Cory Brewer
Alexa Licata
Cash Lehrmann
Kurt Lehrmann

4. APPROVAL OF MINUTES

The August 27, 2025 Park Board meeting minutes were presented to the Board and approved by unanimous consent.

5. BUSINESS ITEMS

a. Artificial Turf Feasibility Study

Parks Planning & Development Manager Murphy presented the results of the Artificial Turf Feasibility Study to the Board. The results will also be presented at the October 7, 2025 City Council meeting.

The Board discussed and recognized the strong community desire for improved turf fields but also expressed concern over what would be defunded from the current Capital Improvement Program in order to fund this project.

PARK BOARD RECESSED AT 8:28 PM
PARK BOARD RECONVENED AT 8:33 PM

b. Park Board Work Plan

Administrative Assistant Welch led the Board in a review of the draft Park Board Work Plan.

The Board and Staff made edits to the draft Work Plan. The Board will continue to review in future sessions.

c. Joint Meeting Prep

The Joint Meeting Prep discussion was deferred for a future session.

d. Park Board Member Reports

Board Member Lindberg attended an Everest Neighborhood meeting and heard their discussions about interest in a dog park at Everest Park, reservable pickleball courts (as opposed to challenge courts), and more bike racks. She also noted that she attended City Hall for All and heard community feedback on the play structure at Heritage Park.

Vice Chair Silvia attended the Juanita Neighborhood meeting and reported on PCS Director Lynn Zwaagstra and Park Planning & Development Manager Murphy's presentation on the Green Loop.

No further reports were presented.

6. COMMUNICATIONS

a. Correspondence

Amelia Adams
Scott Morris

b. Department Highlights

The Parks & Community Services Highlights is intended to call attention to current projects and upcoming events that the Park Board can share with their neighbors, school and work associations, and other community groups.

Board Member Lindberg and Vice Chair Silvia both plan to attend Harvest Festival on Saturday, October 4, 2025.

c. Staff Updates and Information

Park Planning & Development Manager Murphy provided capital project updates. The Green Loop public engagement period has been successful, including an online survey and interactive map, as well as a table at City Hall for. The Juanita Beach north ballfields improvement project is wrapping up, and getting ready to be seeded, and dugouts will be installed later. The Miller property (at Rose Hill Meadows) is almost through SEPA review and junk removal. Next steps to that project will be metal recycling, asbestos abatement and then demolition of the structures.

Administrative Assistant Welch reported on the Cross Kirkland Corridor closure due to sewer pipe repairs.

d. Comments from the Chair

No reports were presented.

7. FUTURE AGENDA ITEM REQUESTS

The Board previewed the next 4 months of tentative Park Board agendas.

Vice Chair Silvia requested an update on City outreach initiatives, in particular on the Kraken Iceplex project.

No additional agenda items were discussed.

8. ADJOURNMENT

Chair Ambrosini adjourned the meeting at 9:28 PM by unanimous consent.

Emily Lima Welch, Recording Secretary
Parks and Community Services

Amy Ambrosini, Chair
Park Board



CITY OF KIRKLAND
Parks and Community Services
123 Fifth Avenue, Kirkland, WA 98033
425-587-3000

MEMORANDUM

To: Park Board

From: John Lloyd, Deputy Director – Parks and Community Services
Emily Lima Welch, Administrative Assistant

Date: October 22, 2025

Subject: Park Board Work Plan Discussion

RECOMMENDATION:

Staff recommend that the Park Board continue discussing the development of a Park Board Work Plan.

BACKGROUND:

The development of a Park Board Work Plan was a discussion item at the May, June, August and September Park Board meetings earlier this year. As discussed in May, Park Board has not adopted a work plan since May 2021 for a variety of reasons. However, Park Board members have expressed interest in reviving a formal work plan for the Board.

At the September 24, 2025 Park Board meeting, Board members discussed the Draft Work Plan included with this memo as **Attachment 1**. The Board identified several changes to be made in a future draft, including the following:

- Refinement of language and phrasing
- Refinement of topics appropriate for a work plan (as opposed topics that can be covered in orientation materials, a Board Manual, or a Board Engagement Plan)
- Timing of recurring topics

Since the September meeting, staff have continued to update the draft Park Board Work Plan based on the feedback provided. An updated draft Park Board Work Plan is included as **Attachment 2**.

NEXT STEPS

The Park Board will continue their discussion of the development of a Park Board Work Plan at the October 22, 2025 Park Board meeting. The Board should determine if they would like to continue reviewing draft work plans, or if they would like to accept the current Work Plan as a Final Draft pending Council approval or as the Park Board 2025-2026 Work Plan. The Board may make a motion, though it is not required.

ATTACHMENTS

Attachment 1 – September 2025 Draft Park Board Work Plan
Attachment 2 – October 2025 Draft Park Board Work Plan

ATTACHMENT 1.

DRAFT Park Board Work Plan			
Last updated September 19 2025 by PCS Staff			
Topic	Category	Board Role	Detail
Active Projects and Board Actions			
Kraken Iceplex & Community Recreation Center	City Council Work Plan; PROS Goal 3	Support the development of the Kraken Iceplex & Community Center project, with a focus on maximizing public recreation benefits.	Support by: - Stay updated and informed on current Council direction and actions related to the Kraken development, be able to communicate the status to others, and redirect community members to Staff or City resources when applicable - Provide recommendations to Staff and Council on specific project items as they arise during project development Activate [propel; motivate; energize] community participation in City public engagement initiatives such as public hearings or surveys
Peter Kirk Pool Re-Development	City Council Work Plan, PROS Goal 1	Support the long-term development of the Peter Kirk Pool (such as the construction of an enclosure), with a focus on maximizing access to swimming lessons.	Support by: - Stay updated and informed on current Council direction and actions related to the Peter Kirk Pool site re-development, be able to communicate the status to others, and redirect to Staff or City resources when applicable - Provide recommendations to Staff and Council on specific project items as they arise during project development Activate [propel; motivate; energize] community participation in City public engagement initiatives such as public hearings or surveys
Board Member Engagement Plan	Administration	Create and publish a Board Member Engagement Plan that can be implemented in future Board Member onboarding.	Plan, outline, and set goals and expectations for Board Member engagement in Parks Maintenance, Events & Services, and Recreation, including: - External engagement with the community (such as serving as neighborhood associations liaisons) - Internal engagement with the Department (such as making recommendations to Council) <i>When the Board Member Engagement Plan is completed and approved, the 'Action' item will be moved into the 'Administration' section as a new item, to be periodically revisited (like the Work Plan)</i>
Update department municipal codes	PROS Goal 4	Recommend drafted municipal codes for Council approval.	Review draft Municipal codes, and provide comments, amendments or recommendations to Staff and Council.
NKCC Facility Feasibility Assessment (<i>Renovation / Expansion</i>)	PROS Goal 1	Receive updates and provide feedback on the NKCC Facility Feasibility Assessment and results, with a focus on long-term site goals.	- Receive annual updates on the NKCC Facility Feasibility Assessment and be able to provide community members with City resources or Staff contact information regarding project status - Provide recommendations to Staff and Council on specific project items as they arise during project development Activate [propel; motivate; energize] community participation in City public engagement initiatives such as public hearings or surveys

DRAFT PARK BOARD WORK PLAN – SEPTEMBER 2025

ATTACHMENT 1.

DRAFT Park Board Work Plan			
Last updated September 19 2025 by PCS Staff			
Topic	Category	Board Role	Detail
CIP Updates (including Park Site Development Planning)	PCS Department Work Plan	Receive updates on the department CIP Dashboard and provide recommendations on items under development.	Receive <u>monthly</u> updates on CIP Dashboard and provide feedback and/or recommendations upon request. Projects include but are not limited to: • O.O. Denny shelter construction • Marina shoreline project • <u>Park Development Planning</u> > Spinney Homestead > Green Loop
Updates and Long-Term Projects			
Re-establishment of KTUB	PROS Goal 3	Receive updates on the re-establishment of KTUB and provide feedback at request.	• Receive annual updates on the re-establishment of KTUB and other teen services, and be able to provide community members with City resources or Staff contact information regarding further information • Provide feedback to Staff on specific project items as they arise during project development <i>When KTUB is allocated ongoing funding, the 'Updates' item will be collapsed into the 'Administration' item 'Division Overviews - Recreation'</i>
PROS Plan Review & Status Updates	PROS Plan	Receive updates on PROS Plan status and provide feedback on future project prioritization.	• Receive updates on the 7 identified PROS Plan goals throughout the year (i.e., roughly one goal is reviewed every other month)
PCS ADA Plan	PROS Goal 5; ADA Plan	Receive updates on the PCS department ADA Plan and provide feedback at request.	• Receive annual updates on the department ADA Plan development and be able to provide community members with City resources or Staff contact information regarding project status • Provide feedback to Staff on specific project items as they arise during project development
PCS Marketing & Community Engagement Plan	PROS Goal 3; PROS Goal 4	Receive updates on the PCS department Marketing & Community Engagement Plan and provide feedback at request, with a focus on how the Park Board is leveraged to improve department community engagement efforts.	• Receive annual updates on the department Marketing & Community Engagement Plan development and be able to provide community members with City resources or Staff contact information regarding project status • Provide feedback to Staff on specific project items as they arise during project development. • Align Board Member Engagement Plan with PCS department Marketing & Community Engagement goals

ATTACHMENT 1.

DRAFT Park Board Work Plan			
Last updated September 19 2025 by PCS Staff			
Topic	Category	Board Role	Detail
PCS Recreation Program Plan	PROS Goal 3	Receive updates on the PCS department Recreation Program Plan and provide feedback at request.	• Receive annual updates on the department Recreation Program Plan development and be able to provide community members with City resources or Staff contact information regarding project status • Provide feedback to Staff on specific project items as they arise during project development
Board Administration and Housekeeping			
Park Board Work Plan	Administration	Create and publish a Park Board Work Plan bi-annually.	Create (review, reassess, rewrite) and re-approve an updated Park Board Work Plan bi-annually in odd years (including presenting the Work Plan to Council for approval).
Joint Meeting with Council	Administration	Plan and attend joint meetings with City Council annually.	Develop an agenda for an annual joint meeting with Council. Topics may include, but are not limited to: • Park development plan [formerly: master plan] review • Board Work Plan approval • Board Engagement Plan approval • PROS Plan status review
Department Budget	Administration	Receive training on the PCS department Budget.	Receive training on the approved annual PCS Department budget annually in Q1 (including overviews of any approved service packages).
Department Overview and Administration	Administration	Receive training on the PCS department organization and administration.	Receive training on the PCS Department organization, operations, and structure including any updates to the organization annually in Q2 .
Division Overviews	Administration	Receive operational updates on the PCS department divisions.	Receive operational updates annually on each division in PCS (i.e., one division overview per quarter): • Events & Services • Human Services • Parks Management • Recreation
Chair & Vice Chair Elections	Administration	Elect a Chair and Vice-Chair annually.	Elect a Chair and a Vice Chair annually at the last session of the calendar year.

ATTACHMENT 2.

DRAFT Park Board Work Plan			
Last updated October 17 2025			
Topic	Category	Board Role	Detail
Active Projects and Board Actions			
Kraken Iceplex & Community Recreation Center	City Council Work Plan; PROS Goal 3	Support the development of the Kraken Iceplex & Community Center project, with a focus on maximizing public recreation benefits.	Support by: - Stay updated and informed on current Council direction and actions related to the Kraken development, be able to communicate the status to others, and redirect community members to Staff or City resources when applicable - Provide recommendations to Staff and Council on specific project items as they arise during project development - Promote and encourage community participation in City public engagement initiatives such as public hearings or surveys
Peter Kirk Pool Re-Development	City Council Work Plan, PROS Goal 1	Support the long-term development of the Peter Kirk Pool (such as the construction of an enclosure), with a focus on maximizing access to swimming lessons.	Support by: - Stay updated and informed on current Council direction and actions related to the Peter Kirk Pool site re-development, be able to communicate the status to others, and redirect to Staff or City resources when applicable - Provide recommendations to Staff and Council on specific project items as they arise during project development - Promote and encourage community participation in City public engagement initiatives such as public hearings or surveys
Board Member Engagement Plan	Administration	Create and publish a Board Member Engagement Plan that can be implemented in future Board Member onboarding.	Plan, outline, and set goals and expectations for Board Member engagement in Parks Maintenance, Events & Services, and Recreation, including: - External engagement with the community (such as serving as neighborhood associations liaisons) - Internal engagement with the Department (such as making recommendations to Council) <i>When the Board Member Engagement Plan is completed and approved, the 'Action' item will be moved into the 'Administration' section as a new item, to be periodically revisited (like the Work Plan)</i>
Updating department municipal codes	PROS Goal 4	Recommend drafted municipal codes for Council approval.	Review draft Municipal codes, and provide comments, amendments or recommendations to Staff and Council.
NKCC Facility Feasibility Assessment (Renovation / Expansion)	PROS Goal 1	Receive updates and provide feedback on the NKCC Facility Feasibility Assessment and results, with a focus on long-term site goals.	- Receive annual updates on the NKCC Facility Feasibility Assessment and be able to provide community members with City resources or Staff contact information regarding project status - Provide recommendations to Staff and Council on specific project items as they arise during project development - Promote and encourage community participation in City public engagement initiatives such as public hearings or surveys

DRAFT PARK BOARD WORK PLAN – OCTOBER 2025

ATTACHMENT 2.

DRAFT Park Board Work Plan			
Last updated October 17 2025			
Topic	Category	Board Role	Detail
Updates and Long-Term Projects			
CIP Updates (including Park Site Development Planning)	PCS Department Work Plan	Receive updates on the department CIP Dashboard and provide recommendations on items under development.	Receive monthly updates on CIP Dashboard and provide feedback and/or recommendations upon request. Projects include but are not limited to: • O.O. Denny shelter construction • Marina shoreline project • <u>Park Development Planning</u> > Spinney Homestead > Green Loop <i>Projects moving through milestones or to City Council will be brought to the Board as a Business Item, in addition to the CIP Updates.</i>
Re-establishment of KTUB	PROS Goal 3	Receive updates on the re-establishment of KTUB and provide feedback at request.	• Receive annual updates on the re-establishment of KTUB and other teen services, and be able to provide community members with City resources or Staff contact information regarding further information • Provide feedback to Staff on specific project items as they arise during project development <i>When KTUB is allocated ongoing funding, the 'Updates' item will be collapsed into the 'Administration' item 'Division Overviews - Recreation'</i>
PROS Plan Review & Status Updates	PROS Plan	Receive updates on PROS Plan status and provide feedback on future project prioritization.	• Receive updates on the 7 identified PROS Plan goals throughout the year (i.e., roughly one goal is reviewed every other month)
PCS ADA Plan	PROS Goal 5; ADA Plan	Receive updates on the PCS department ADA Plan and provide feedback at request.	• Receive annual updates on the department ADA Plan development and be able to provide community members with City resources or Staff contact information regarding project status • Provide feedback to Staff on specific project items as they arise during project development
PCS Marketing & Community Engagement Plan	PROS Goal 3; PROS Goal 4	Receive updates on the PCS department Marketing & Community Engagement Plan and provide feedback at request, with a focus on how the Park Board is leveraged to improve department community engagement efforts.	• Receive annual updates on the department Marketing & Community Engagement Plan development and be able to provide community members with City resources or Staff contact information regarding project status • Provide feedback to Staff on specific project items as they arise during project development. • Align Board Member Engagement Plan with PCS department Marketing & Community Engagement goals

ATTACHMENT 2.

DRAFT Park Board Work Plan			
Last updated October 17 2025			
Topic	Category	Board Role	Detail
PCS Recreation Program Plan	PROS Goal 3	Receive updates on the PCS department Recreation Program Plan and provide feedback at request.	• Receive annual updates on the department Recreation Program Plan development and be able to provide community members with City resources or Staff contact information regarding project status • Provide feedback to Staff on specific project items as they arise during project development
Special Projects	City Council	Receive updates on timely, high-priority items being addressed by Council.	• Receive periodic updates on 'hot topics' or other timely, high-priority items facing Council that are not already in the Work Plan. • Current topics include (but are not limited to): Artificial Turf <i>When items being monitored in Special Projects are escalated to work plan items, they can be moved into section 'Active Projects & Board Actions'</i>
Board Administration and Housekeeping			
Park Board Work Plan	Administration	Create and publish a Park Board Work Plan bi-annually.	Create (review, reassess, rewrite) and re-approve an updated Park Board Work Plan bi-annually in odd years (including presenting the Work Plan to Council for approval).
Joint Meeting with Council	Administration	Plan and attend joint meetings with City Council annually.	Develop an agenda for an annual joint meeting with Council. Topics may include, but are not limited to: • Park development plan [formerly: master plan] review • Board Work Plan approval • Board Engagement Plan approval • PROS Plan status review
Department Budget	Administration	Receive training on the PCS department Budget.	Receive training on the approved annual PCS Department budget annually in Q2 (including overviews of any approved service packages).
Division Overviews	Administration	Receive operational updates on the PCS department divisions.	Receive operational updates annually on each division in PCS (i.e., one division overview per quarter): • Events & Services • Human Services • Parks Management • Recreation
Chair & Vice Chair Elections	Administration	Elect a Chair and Vice-Chair annually.	Elect a Chair and a Vice Chair annually at the last session of the calendar year.



MEMORANDUM

To: Park Board

From: John Lloyd, Deputy Director – Parks and Community Services

Date: October 17, 2025

Subject: Park Board Joint Meeting with City Council

RECOMMENDATION:

Staff recommend the Park Board select a new date and discuss topics for discussion with City Council in advance of the joint meeting with City Council.

BACKGROUND:

Park Board and City Council were scheduled to hold a joint meeting on October 21, 2025. At the September 24, 2025 Park Board Meeting it was discovered that this meeting had been rescheduled for the December 9, 2025. Unfortunately, due to the numerous business items planned for this meeting, City Council will not be holding a Study Session prior to their regular business meeting. As such, Park Board will need to select an alternate date for the joint meeting with City Council. Potential dates are listed below:

- January 20, 2026
- February 17, 2026*
- March 3, 2026
- March 17, 2026

**Staff have tentatively scheduled the joint meeting on this date because the Peter Kirk Pool enclosure project is scheduled for further discussion with Council on the same date.*

This joint meeting with City Council is an opportunity for Park Board to directly interface with City Council. Past topics for these joint meetings have focused on top City Council and Park Board priorities. The last joint meeting was held on April 4, 2023¹, and focused on the upcoming ballot measure and park level of service. Following the joint meeting, Park Board discussed a few ways to improve the meeting with Council, including bringing more structure to the discussion. Rather than hold a free-flowing discussion, Park Board should identify someone to introduce each topic and highlight why it is important to the Board. Specific questions or concerns related to each topic should be included in the memo sent to City Council in advance of the meeting. Park Board also requested the memo to Council be from Park Board rather than staff. Finally, it was recommended that a presentation be developed to help guide the conversation. This presentation should include the specific questions or concerns identified by the Board.

¹ https://www.kirklandwa.gov/files/sharedassets/public/v/1/city-council/agenda-documents/2023/april-4-2023/3a_study-session.pdf

Over the past several meetings Park Board has continued to discuss and refine their work plan. At the October meeting, staff will lead a discussion with Park Board to finalize the work plan. It is assumed that the work plan will feed directly into the discussion with City Council. However, Park Board may select any topic for discussion, including items not on their work plan. Staff will lead a discussion with the Board to select a date for the joint meeting and to identify which topics should be discussed with City Council.

NEXT STEPS:

Staff will take Park Board feedback and will work with Chair Ambrosini and Vice Chair Silvia to write the memo for the Council meeting. Staff will have a draft memo for Park Board review at the November 19, 2025 Park Board meeting. Additionally, staff will work with the Board to develop presentation materials and to discuss logistics in preparation for the joint meeting.



MEMORANDUM

To: Park Board

From: Jen Boone, Human Services Manager

Date: October 16, 2025

Subject: Human Services Division Overview

RECOMMENDATION:

Staff recommends that the Park Board receives an overview of the Human Services Division.

EXECUTIVE SUMMARY:

- The City of Kirkland's Human Services Division serves as coordinator, collaborator, facilitator, and funder for support systems that help people through economic and personal crises and provide low-and moderate-income persons with opportunities to succeed.
- The Division works regionally to administer human services grant funding each biennium to support five goal areas: housing stability and food security, supportive relationships and community belonging, a safe haven from violence and abuse, physical health and mental well-being, and education and employment opportunities to ensure Kirkland residents' basic needs are met. The annual budget for 2025-2026 is \$3,140,048 and currently funds 76 programs.
- The Division plays a role in the City's coordinated response to homelessness, including the Homeless Assistance and Response Team (HART) and development of the Continuum of Care Action Plan that will be approved by end of 2025.
- Staff support the Human Services Commission and the Kirkland Youth Council, both of which serve as advisory bodies to the City Council.

BACKGROUND:

Comprehensive Plan

The Human Services Element of the City's Comprehensive Plan supports the City to create a community where all residents have their physical, mental, economic, and social needs met, increasing the opportunity to enhance their quality of life in Kirkland. The City serves as planner, facilitator, coordinator, and funder to meet this goal. City staff in the Human Services Division are directed to do the following under the plan's guidance:

1. Regularly assess local human service needs and provide leadership in the development of services to address newly identified needs.
2. Promote community awareness of human service needs, the resources available to meet those needs and the gaps in services.
3. Provide funding for local nonprofit organizations serving the needs of Kirkland residents.
4. Maintain and support a Human Services Commission.
5. Commit Community Development Block Grant Funds (CDBG) to affordable housing and housing repairs for low- and moderate-income residents.
6. Participate and provide leadership in local and regional human service efforts.

7. Encourage the development of partnerships among the City, schools, human services providers, and other stakeholders, to address the needs of children and families within the school setting.
8. Ensure human service programs are available and financially accessible.
9. Prior to adoption, consider impacts to human services of any proposed legislation, including City codes and regulations.
10. Administer community donation programs.

Staff Structure

The Human Services Division consists of six staff members (5.5 FTE) that include the Human Services Manager, 3 Human Services Coordinators (Community Well-being, Equity, Youth Services), Homeless Outreach Coordinator, and a .5 FTE Office Specialist. Later this fall, the Division will expand to include a new Human Services Supervisor and a new Housing Navigation Coordinator.

Grant Funding

The Human Services Division works on multiple levels to support organizations that provide services and programming that meet the Kirkland community's basic human needs. These basic human needs are separated into five community goal areas:

- Housing stability and food security
- Supportive relationships and community belonging
- A safe haven from violence and abuse
- Physical health and mental well-being
- Education and employment opportunities

In addition to these goal areas, the City also recognizes the need to prioritize programming that centers Black, Indigenous, and People of Color (BIPOC) community members who have historically lacked access to a variety of human services and may identify as coming from marginalized populations.

Coordinated Response to Homelessness

The Human Services Division also plays a role in the City's coordinated response to homelessness. The Division hired the City's first Homeless Outreach Coordinator in 2023, bolstering the City's ability to respond to those who are unhoused, first responders, Parks staff, the business community, and residents. The position also led to establishing the Homeless Assistance and Response Team (HART) and adoption of Resolution R-5631, declaring the City's commitment to addressing homelessness.¹

Human Services Commission and Kirkland Youth Council

The Human Services Division supports the Human Services Commission (HSC) and the Kirkland Youth Council (KYC). The Human Services Commission is directed by the City Council to advise the Parks and Community Services department, City Manager, and City Council in leading the City's efforts to support a socially sustainable community through health and human services and programs that fulfill the basic needs of all people and enhance the quality of life in our city now and into the future. The Kirkland Youth Council is a group of 45 middle and high school students who serve as the official advisory board on youth related issues and concerns to our City Council. The group researches, develops, and implements a wide variety of programs, activities, and resources for Kirkland teens.

While this memo focuses on the Human Services Division's functions, Attachment 1 includes a summary of overall human services funding the City provides in the budget for additional

¹ <https://www.kirklandwa.gov/Government/City-Managers-Office/Homelessness-in-Kirkland>

context. Funding for human services is incorporated into a variety of operating and non-operating budgets.

DISCUSSION/ANALYSIS:

Current Human Services Landscape

Community Needs Assessment

The Community Needs Assessment released by Hopelink in June 2022 identifies four overarching themes of program and service needs on the Eastside.² The needs all stem from having insufficient financial resources to meet one's needs in North and East King County. The themes are interrelated, and intersect with race, ethnicity, nativity, and personal history to shape the experience of poverty in the region. While the assessment uses the latest available data and reports, some data is based on pre-COVID findings and therefore is already outdated in assessing a hyper-current snapshot of needs. The themes are as follows:

1. Community members are challenged to meet their basic needs.
2. Lack of affordable housing is undermining household security and leading to displacement.
3. There are insufficient transit and transportation options for people with low incomes, particularly outside of urban centers.
4. There is persistent evidence of food insecurity and hunger.

Staff utilize the data and findings provided by the Needs Assessment to understand current trends and needs that impact the human services landscape.

Pandemic Impact

Additionally, the economic challenges caused by current inflation, the end of one-time federal funding available, staff burnout and fatigue in the nonprofit sector, and sustained long-term impacts COVID-19 has on low-income populations, intersected by systemic racism and the disproportionate impact the above referenced has on under-resourced and BIPOC communities, have created additional considerations for human services funding and are summarized below.

- The demand for behavioral health services that erupted during the pandemic has sustained at current demand levels, leaving providers unable to meet the need. Many workers in the behavioral health industry are leaving the sector because of burnout and pay inequity. Youth continue to experience disproportionate mental health challenges because of the pandemic. Substance use also continues to increase and the demand for treatment services far outpaces the capacity available.
- There continues to be a significant demand for eviction prevention services, including emergency financial assistance and legal assistance for residents to maintain their housing. The demand for rent assistance far exceeds the supply as households face significant rent increases and concerning rent burden percentages, leading to high demand for services to avoid eviction.
- Access to food and food that is culturally relevant and appropriate continues to be in high demand for Kirkland households.
- The population is changing and becoming more diverse, which requires new investments in how the City supports populations with specific needs beyond the current services infrastructure. Across the spectrum of need, there is higher demand for services

² https://www.kirklandwa.gov/files/sharedassets/public/v/1/city-council/agenda-documents/2022/september-6-2022/8h5_other-items-of-business.pdf.

Note: Hopelink released an updated needs assessment in Fall 2025 that is not included in this analysis.

that are culturally relevant and appropriate to support black and African American, Indigenous, Latinx, refugees, immigrants, and other BIPOC communities achieve stability and support in an equitable way.

- Agencies are requesting larger awards to sustain increased wages to retain workers. Workers are leaving the industry due to the high levels of stress and demand on providers to serve more clients with increasingly complex needs and more limited resources with one-time pandemic funding spent.

Regional Approach to Human Services Grant Funding

The City's Human Services Division works regionally with North and East King County funders to coordinate, collaborate, facilitate, and fund support systems that help residents access basic needs, such as housing, food, healthcare, transportation, and sense of community belonging.

Kirkland has worked with 15 jurisdictions to develop a regional approach to funding. This approach creates benefits that are three-fold: 1) nonprofit organizations experience easier access when seeking funding; 2) simplifying residents' ability to access services, improving their quality of life in Kirkland and the broader Eastside; and 3) leveraging the City's investment in human services grant funding leading to a greater impact in meeting the needs on the Eastside.

Examples of regional investment and partnership among King County cities include:

- Creation of an online joint application between 16 King County cities that agencies can apply for two-year funding to multiple cities using one application.
- Launch of a regional online data collection system, allowing for consistent reporting of programs and funding among cities.
- Participation in a pooled funding program so an agency receiving funding from multiple cities holds one contract, reducing overhead costs and reporting requirements.
- Shared training opportunities for Human Services Commissions to learn about incorporating equity into the grant decision-making framework.

Kirkland Administration of the Human Services Pooled Fund

Regional planning and response by cities is key to supporting strong human services infrastructure. An interlocal agreement was entered into by the cities of Bellevue, Issaquah, Kirkland, Mercer Island, Redmond, Sammamish, and Shoreline in 2015 to establish the human services pooled fund. Under the current interlocal agreement, the City of Bellevue serves as the lead agency with participating cities paying an annual administration fee. In June 2023, the City of Bellevue notified participating cities they would no longer serve as the lead city as of December 31, 2024. The City of Kirkland agreed to become the lead agency effective January 1, 2025, with current participating cities joining in addition to the City of Kenmore. Participating cities pay Kirkland the administrative fee to cover the .25 FTE position required to administer the pooled contract program.

Role of the Human Services Commission

The City formed a Human Services Advisory Committee in 1986 to provide funding recommendations to the City Council for the distribution of grants to agencies providing human services to Kirkland residents. The Committee's role was limited to this purpose. In 2018, the City Council established a Human Services Commission (HSC) to align with Bellevue, Issaquah, Redmond, and Sammamish. The Commission meets monthly to understand current and emerging community needs, available community programs and the impact of such programs. The Commission is also available to provide additional policy guidance to Council and staff as needed.

Upon formation of the HSC, City Council requested the Commission proactively identify Kirkland needs and actively address those needs with recommendations to distribute grant funding. Correspondingly, the Commission recognized that certain areas of service needed to be prioritized regardless of the funding amount available. Each biennium, the Commission reviews the prior biennium's priorities and makes funding adjustments based on current need. Subsequently, the strategy has led to proposed increases in the level of funding for grants by way of one-time supplemental funding requests to be considered by City Council. The priorities for 2025-2026 include:

- Homelessness and Affordable Housing
 - Includes emergency shelter and wrap-around services
 - Affordable housing supportive services
 - Emergency financial assistance
- Access to Basic Needs
 - Food assistance
 - Healthcare access
- Access to Critical Services
 - Domestic violence and sexual assault survivor support
 - Legal assistance
- Behavioral Health and Mental Health Services
 - Adults
 - Youth
 - Substance Use Disorder supports and other treatment services
- Programs and services offered by organizations that are new, small, and/or Black, Indigenous and People of Color (BIPOC) led and serving; and programs that support BIPOC community members and/or those who identify as part of groups who have been historically marginalized.

For the 2025-26 biennium, the Commission adapted the framework in how they prepared grant recommendations to include the following considerations to address the current services landscape.

- Continue average goal-area investments to previous cycles.
- Fund fewer requests with larger awards.
- Maintain flat funding for programs currently receiving funding assuming strong performance and priority area.
- Invest a minimum 15% of base budget recommendations to community-based organizations serving BIPOC³ communities.
- No cost-of-living adjustments.
- Include set-aside funds to establish a Human Services reserve and RFP for agencies providing services to the Brazilian community.
- Fund City of Kirkland programs and positions.

While the Commission recognizes the need to support the full continuum of basic needs in the Kirkland community, the group has prioritized making greater investments in the most critical areas of concern first, before advocating for other service areas.

Human Services Grant Funding Budget

In 1986, the City of Kirkland began funding organizations to provide human services to Kirkland residents. These general fund dollars have been one of two types of funding. The first are

³ Black, Indigenous, and People of Color.

dollars assumed to be in each budget, or “ongoing base budget” dollars. Historically, Council has agreed to provide additional funds to meet increased human service needs each biennium. These funds are not guaranteed to be available in future biennium. These dollars are referred to as “one-time” supplemental funding.

The City of Kirkland has added several sources of funding streams to increase the human services base budget for Kirkland residents over the last decade in response to increased need. The number of grant applications and the total amount requested from community agencies significantly increased from the previous biennium, with most agencies seeking additional funding to cover increased costs, staff retention, and higher demand of services. The average increase in request from programs awarded funding in 2023-24 is 24% with requested amounts ranging over 1000% increase in total ask compared to the previous biennium. For the 2025-26 cycle, the City received 128 grant applications from community agencies, totaling \$10,788,848 for the upcoming biennium (\$5,394,424 per year), reflecting similar trends outlined in the services landscape discussion around unmet need.

Table 1. City of Kirkland Funding for Human Services Grants summarizes the investment by source from 2016 to current. The total budget for 2025-2026 is \$3,140,048 per year. These funds support 76 programs that provide critical human services to City of Kirkland residents. The Human Services Dashboard⁴ provides a breakdown of funded programs for the current biennium. Attachment 2 provides a list of funded programs for 2025-2026.

The Division also receives funding to contract with an agency to host Kirkland’s annual Health and Wellness Fair. This year over 1,150 community members took part in the event. The free event provided essential healthcare services, including health screenings, childhood immunizations, flu shots, COVID-19 resources, PPE distribution, free bike helmets and helmet fittings, overdose prevention education, Naloxone distribution, information on local social and health programs, as well as food, entertainment, and giveaways.

Table 1. City of Kirkland Funding for Human Services Grants 2016 – 2026

Year	Population	Base Budget				One Time Funding	Total Funding	Per Capita
		General Fund	CDBG	Prop 1	MFTE			
2016	84,680	\$656,944	\$29,892	\$0	\$0	\$129,679	\$816,515	\$9.64
2017	86,080	\$701,758	\$30,691	\$0	\$0	\$171,149	\$903,598	\$10.50
2018	87,240	\$701,758	\$33,687	\$0	\$0	\$171,149	\$906,594	\$10.39
2019	88,940	\$969,237	\$36,664	\$148,818	\$0	\$241,889	\$1,396,608	\$15.70
2020	92,175	\$969,237	\$38,931	\$248,818	\$38,862	\$241,889	\$1,537,737	\$16.68
2021	92,900	\$969,237	\$38,931	\$310,000	\$38,862	\$453,557	\$1,810,587	\$19.49
2022	93,570	\$969,237	\$38,931	\$310,000	\$38,862	\$453,557	\$1,810,587	\$19.35
2023	94,590	\$969,237	\$41,785	\$636,406	\$79,564	\$888,040	\$2,615,032	\$27.65
2024	95,565	\$969,237	\$41,785	\$636,406	\$79,564	\$888,040	\$2,615,032	\$27.36
2025	96,616 ⁵	\$969,237	\$45,725	\$636,406	\$79,564	\$1,409,116	\$3,140,048	\$32.50
2026	97,679 ⁶	\$969,237	\$45,725	\$636,406	\$79,564	\$1,409,116	\$3,140,048	\$32.15

⁵ 2025 estimate based on King County estimated rate of growth from the Washington Office of Financial Management.

⁶ 2026 estimate based on King County estimated rate of growth from the Washington Office of Financial Management.

Coordinated Response to Homelessness



The City makes investments in several critical areas as part of its approach to providing a continuum of care to people experiencing homelessness. While the City's goal is to prevent homelessness, when homelessness does occur, the priority is to transition individuals back into stable housing as soon as possible. The City works regionally with North and East King County cities to collaborate, coordinate, and fund support systems that help residents access resources to meet their basic needs. The Division hired the City's first Homeless Outreach Coordinator in 2023 which led to the establishment of the Homelessness Assistance and Response Team (HART)⁷ and adoption of Resolution R-5631.⁸

HART consists of staff members from various departments (Police, Fire, Parks, Code Enforcement, Human Services, Regional Crisis Response Agency, Public Works, Community Court) to provide compassionate outreach and assistance to residents experiencing homelessness. HART also serves as a point of contact for community members seeking a response to homelessness.

City Council adopted Resolution R-5631 in June 2024, declaring the City's commitment to address homelessness and engage the community to develop a unified homelessness continuum of care action plan.⁹ A draft homelessness continuum of care action plan was delivered to Council for initial feedback during the June 17, 2025 Council Study Session. Staff are currently supporting Phase 2 of the community engagement process to finalize the plan before Council is expected to approve the final plan by the end of 2025. The current plan outlines 70 actions for consideration - 35 ongoing actions and 35 new actions. Council has directed staff for early action on two items which were mentioned earlier. The Human Services Supervisor and Housing Navigation Coordinator are intended to enhance the City's coordinated outreach response and work with the current Homeless Outreach Coordinator to create a sustainable and coordinated structure that allows the City to respond effectively to homelessness while meeting community expectations for timely communication and support.

In 2024, the Homeless Outreach Coordinator served 201 unduplicated individuals. On average, the HOC had 30 households on their case load and had an average of 64 contacts per month. Attachment 3 highlights the program's work from 2024. The Division is also responsible for administration of severe weather vouchers during the winter months for those who are unhoused.

Kirkland Youth Council

The Kirkland Youth Council is responsible for a variety of activities, including the "We've Got Issues" video program, biannual youth summit, teen traffic court, and administration of the

⁷ <https://www.kirklandwa.gov/Government/City-Managers-Office/Homelessness-in-Kirkland/Meet-the-Homelessness-Assistance-Response-Team>

⁸ <https://www.kirklandwa.gov/files/sharedassets/public/v/2/city-managers-office/pdfs/resolution-r-5631.pdf>

⁹ <https://www.kirklandwa.gov/Government/City-Managers-Office/Homelessness-in-Kirkland>

annual mini-grant program to local organizations. The group also plays an advisory role to the City and has recently provided feedback on the Comprehensive Plan and Homelessness Continuum of Care Action Plan.

In 2024, KYC hosted the Youth Summit for the first time since 2018 due to the pandemic. The group partnered with LWSD, LWIT, and community leaders to host sessions on mental health and school safety.

In 2024, KYC awarded \$8,500 in mini-grants to 13 programs supporting youth development and enrichment, including athletic, academic, and art clubs, multicultural library materials, and cultural events for youth and families. KYC also continued Teen Traffic Court (TTC) in partnership with Kirkland Municipal Court for peers with moving violations. In 2023–24, 23 cases were heard, offering education, peer engagement, and youth empowerment while reducing recidivism.

NEXT STEPS

Staff will provide a presentation at the October 22, 2025 Park Board meeting and answer questions from members.

ATTACHMENTS:

Attachment 1 – City of Kirkland Human Services and Related Activities Funding

Attachment 2 – 2025-2026 Human Services Grant Awards

Attachment 3 – 2024 Homeless Outreach Data

ATTACHMENT 1

City of Kirkland Human Services and Related Activities Funding

Funding for Human Services and related activities is incorporated into a operating and non-operating budgets. The following summary provides an overview of that funding for 2025-26.

Program/Funding Source	2023-24 Budget	2025-26 Budget
Human Services Program grants (including CDBG) ¹	3,957,771	3,957,347
Prop 1: Additional Grant Funding ²	312,354	312,354
Human Services Forum and Other Regional Programs	15,112	76,427
Prop 1: Women and Family Shelter Operations	200,000	200,000
Prop 1: Mental Health and Human Services Programs	441,211	441,211
Prop 1: Mental Health and Human Services Program Coordination	258,912	303,091
Human Services Coordination (including CDBG)	682,807	774,767
Homeless Outreach Coordination and Support	365,399	681,192
Sexual Assault Victim Advocate	-	200,000
WA HB 1406 (Affordable Housing Sales Tax): Rental Assistance ³	712,058	-
Senior Center Operations	647,019	764,513
Subtotal People in Need	7,592,643	7,710,902
A Regional Coalition for Housing (ARCH) ⁴	2,216,133	2,350,668
Housing Initiative	800,000	300,000
Subtotal Affordable Housing	3,016,133	2,650,668
Regional Crisis Response Program (City contribution) ⁵	2,308,708	1,728,747
Diversity, Equity, Inclusion and Belonging - Manager/Outreach	553,791	514,984
Community Court	145,567	167,763
Subtotal Inclusive & Welcoming Community	3,008,066	2,411,494
MIH-Funded Firefighter/EMT and Social Worker	733,808	934,608
Subtotal Fire & Emergency Medical Services	733,808	934,608
Domestic Violence Advocacy in the Police Department	1,021,011	1,197,311
Prop 1: Neighborhood Resource Officers (NROs) ⁶	539,518	635,350
Prop 1: 2.0 CROs in Kirkland Middle Schools (City-funded portion) ⁸	587,979	609,752
Subtotal Police Services	2,148,508	2,442,413
Low-Income Discounts for Utility and Garbage Services (directly billed only)	256,885	408,362
Kirkland Cares Low-Income Support Program Administration and Support	468,536	570,536
Subtotal Support fo Kirkland Cares Low-Income Support Program	725,421	978,898
King County Alcohol Treatment Programs	56,000	56,850
Community Youth Services Program/Teen Center ⁹	1,130,821	1,962,529
Rent Subsidy for Youth Eastside Services ¹⁰	78,000	78,000
Recreation Class Discounts	32,000	32,000
Subtotal Other	1,296,821	2,129,379
Total Human Services and Related Activities Funding	18,521,400	19,258,361

Total Spending Per Capita 2023-2024:	\$ 191.31
Total Spending Per Capita 2025-2026:	\$ 199.14
Spending Without Police Services Per Capita 2023-2024:	\$ 169.12
Spending Without Police Services Per Capita 2025-2026:	\$ 173.88

¹ The 2023-24 budget represents the revised budget and includes ARPA funding. The 2025-26 preliminary budget includes \$658,498 of opioid settlement funding to support grants. Additional Human Services funding approved by the Council after budget adoption is not included in 2025-26 figures.

² Additional Prop 1 budget of \$186,406 per year was authorized by Council in 2022; of this, \$60,458 will offset the Homeless Outreach Coordinator position.

³ In 2023-24, rental assistance was funded by the Affordable Housing Sales Tax (HB1460) at \$253,726 per year and a carryover of \$204,606 from 2022; for 2025-26, this funding has been moved to ARCH for affordable housing. The prior level of funding has been maintained by General Fund resources for Human Services grants.

⁴ The 2023-24 budget shows the base budget amount of \$562,567, \$323,566 Community Development Block Grants (CDBG) funding, and one-time service package funding of \$830,000 for ARCH Housing Trust Fund. The 2025-26 total includes \$747,130 in ARCH dues, \$350,200 from CDBG Block Grants sent from King County to ARCH, and one-time service package funding of \$1,253,338 for ARCH Housing Trust Fund.

⁵ The City provides funding to support the Regional Crisis Response Agency (RCR), a regional partnership with other cities.

⁶ The program includes budget for 1.63 FTE NROs

⁷ 2023-24 budget included 4.0 CRO positions; 2.0 CRO positions in 2025-26 budget

⁸ The City launched the Kirkland Cares Low-Income Program in 2024, expanding the low-income senior utility discount program to all low-income residents.

⁹ Includes the full expenses of running the Kirkland Teen Union Building.

¹⁰ Rent is waived completely; figure represents a conservative market rent equivalent.

2025-2026 Human Services Grant Awards

Organization Name	Program Name	Total Award
4 Tomorrow	Housing & Homelessness Recovery Program	\$ 90,000
4 Tomorrow	Rental, Move-in and Mortgage Assistance	\$ 544,158
4 Tomorrow	Kirkland Teen Union Building	\$ 160,000
4 Tomorrow	Life Services Program	\$ 120,000
4 Tomorrow	Mental Health Coordination & Gap Therapy	\$ 120,562
Africans on the Eastside	Bridging the Gap to Food and Housing Security	\$ 10,000
Archdiocesan Housing Authority	New Bethlehem Programs	\$ 214,000
Asian Counseling and Referral Service	Children, Youth and Families Program	\$ 55,668
Asian Counseling and Referral Service	Whole Health Oriented Mental Health Program	\$ 22,724
Boys & Girls Clubs of King County	Kirkland Mental Wellness Program	\$ 77,006
Chinese Information and Service Center	East King County Family Resource Center	\$ 30,000
Chinese Information and Service Center	Russian Speaking Senior Day Program	\$ 20,000
City of Kirkland	Homeless Outreach Coordinator	\$ 100,000
City of Kirkland	Human Services Coordinator Wellbeing	\$ 280,000
City of Kirkland	RFP for Brazilian Community Support	\$ 20,000
City of Kirkland	Severe Weather Vouchers	\$ 20,000
Communities In Schools	Integrated Student Support	\$ 120,000
Consejo Counseling and Referral Service	Consejo Counseling and Referral Service	\$ 30,000
Eastside Legal Assistance Program	Housing Stability Legal Aid	\$ 308,000
Eastside Legal Assistance Program	Pooled Cities General	\$ 60,000
Eat Happy Now	Eat Happy Food Rescue and Delivery	\$ 10,000
Essentials First	World Food Program	\$ 20,000
Friends of Youth	Mental Health and Substance Use Disorder	\$ 40,000
Friends of Youth	Willows Youth Services Center (WYSC)	\$ 234,866
Friends of Youth	Youth Employment Program	\$ 30,000
Friends of Youth	Youth Haven	\$ 13,376
Harborview Medical Center	Abuse & Trauma Counseling Services	\$ 20,304
HealthPoint	Medical Care Program	\$ 13,264
HERO House NW	Supported Employment	\$ 23,540
HERO House NW	Supported Housing	\$ 50,000
Hopelink	Family Development	\$ 49,648
Hopelink	Financial Resiliency	\$ 74,900
Hopelink	Food	\$ 127,426
Hopelink	Housing	\$ 50,000
IKRON of Greater Seattle	Behavioral Health Services	\$ 90,000
IKRON of Greater Seattle	Integrated Employment Services	\$ 34,000
Imagine Housing	Activities of Daily Living Support	\$ 56,000
Imagine Housing	Behavioral Health Support	\$ 40,000
Imagine Housing	Resident Services	\$ 420,400
Immigrant Women's Community Center	Conflict Resolution Training Program	\$ 10,000
Indian American Community Services	Crisis Services Program	\$ 40,000
Indian American Community Services	Cultural Navigation Program	\$ 40,000
Indian American Community Services	Mental and Behavioral Health Services Program	\$ 80,000
Indian American Community Services	Rahat Community Human Services Program	\$ 40,000
KidVantage	Basic Needs	\$ 30,100
Kinderling Center	Child Care and Preschool Consultation	\$ 42,800
Kinderling Center	Families in Transition (FIT)	\$ 48,774

King County Bar Foundation	Neighborhood Legal Clinics	\$ 14,300
King County Sexual Assault Resource	Advocacy Services for Survivors and Families	\$ 44,000
Lake Washington Schools Foundation	Pantry Packs Food Security	\$ 20,000
LifeWire	Emergency and Transitional Shelter	\$ 79,114
LifeWire	Housing Stability Program	\$ 35,310
LifeWire	Survivor Advocacy Services	\$ 210,878
MAPS - MCRC	Emergency Rental Assistance	\$ 70,000
MAPS - MCRC	Food & Gas Cards	\$ 21,400
MAPS - MCRC	Information & Referrals	\$ 32,100
MAPS - MCRC	Transitional Housing for Single Women	\$ 18,000
NAMI Eastside	Community Mental Health Education and Support	\$ 14,340
Overlake Christian Church	Emergency Financial Aid and Assistance Program	\$ 46,000
Overlake Christian Church	Safe Parking & Day Center Program	\$ 20,000
Porchlight	Behavioral Mental Health	\$ 40,000
Porchlight	Enhanced Shelter Program	\$ 220,000
Porchlight	Housing	\$ 20,000
Porchlight	Housing Navigation	\$ 5,350
Porchlight	Rotating Shelter	\$ 10,000
Pride Across the Bridge	LGBTQIA Outreach and Programming	\$ 5,000
Renewal Food Bank	Grocery Style Food Bank	\$ 16,050
The Sophia Way	Helen's Place	\$ 321,000
The Sophia Way	Sophia's Place	\$ 26,194
Sound Generations	Meals on Wheels	\$ 25,268
Therapeutic Health Services	Substance Use & Mental Health Treatment	\$ 33,418
Youth Eastside Services	Behavioral Health Care for Children and Youth	\$ 258,940
Youth Eastside Services	Community-Based Outreach	\$ 82,396
Youth Eastside Services	Early Childhood Behavioral Health	\$ 95,028
Youth Eastside Services	Kirkland Teen Union Building	\$ 280,000
Youth Eastside Services	Latine Programs	\$ 84,494
	Total	\$ 6,280,096

2024 Homeless Outreach Program Summary

Figure 1. Referrals by Type summarizes the most common referrals made for participants.

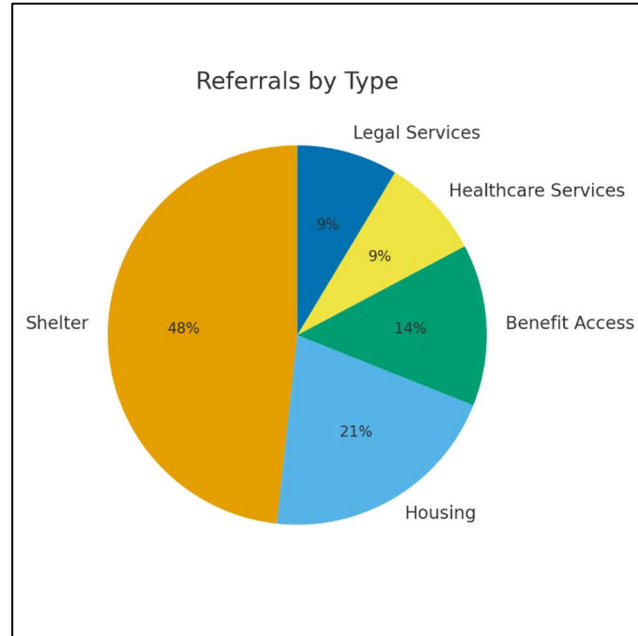


Figure 2. Services by Type summarizes the most common services participants received.

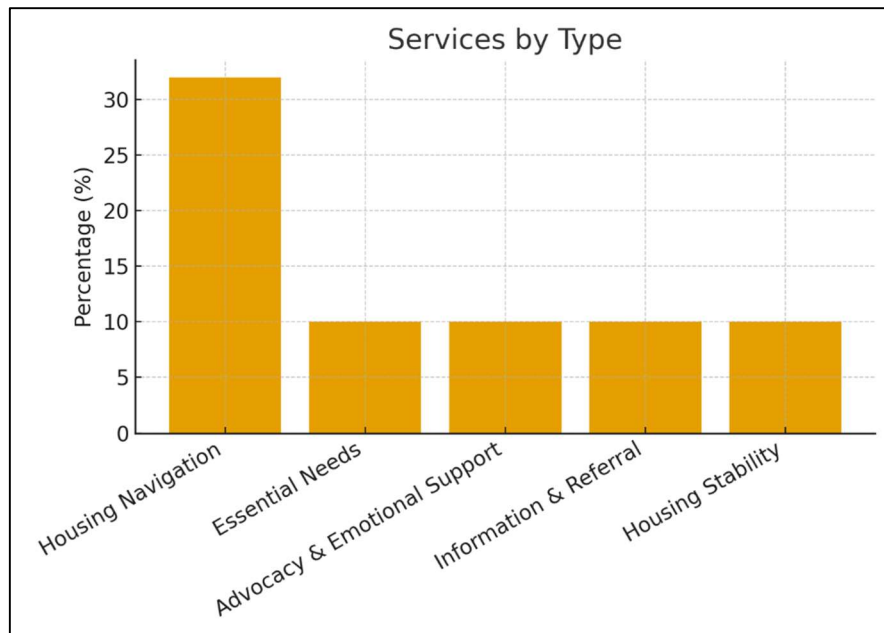
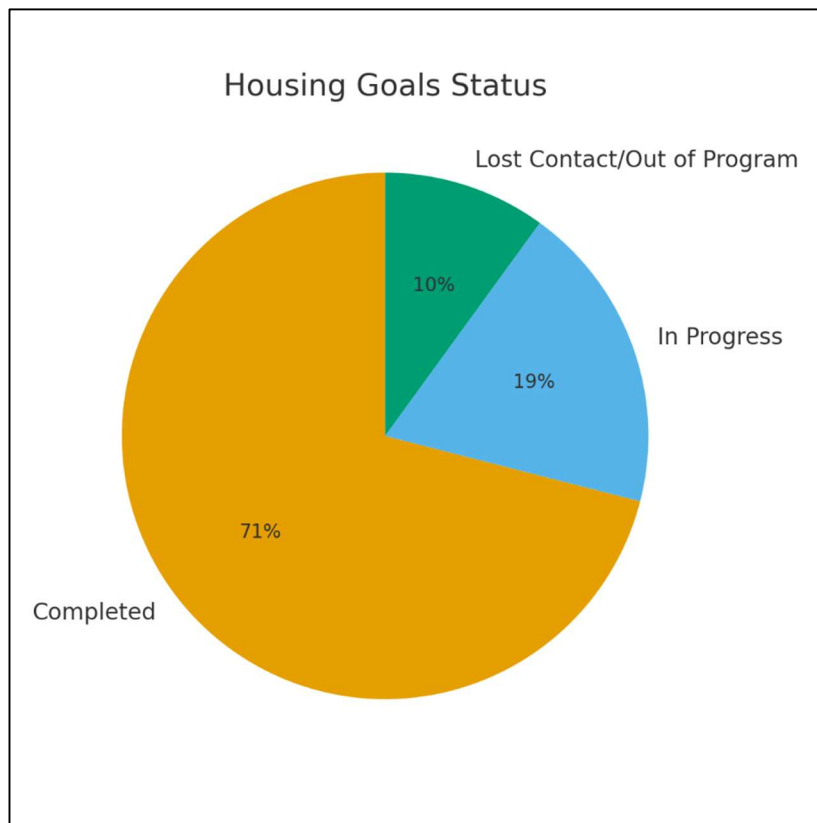


Figure 3. Housing Goals summarizes the percentage of clients that met a housing goal as part of their individual service plan.



From: [Jason Filan](#)
To: [Cory Brewer](#); [Park Board](#)
Subject: RE: Park Board - baseball field conditions
Date: Thursday, September 25, 2025 8:42:06 AM

Hi Cory,

It was great seeing all the representation from the Parents and Kids last night at Park Board.

Appreciate you speaking and sharing your experiences. We look forward to bringing the topic of synthetic to Council next month. We hope to see the type of turnout that we saw last night (that was awesome)

If you have any questions please feel free to reach out to Mariah or I.

Warm regards,

Jason
Parks Superintendent
City of Kirkland
(425) 587 – 3341

From: Cory Brewer <corymbrewer@gmail.com>
Sent: Monday, September 22, 2025 11:36 AM
To: Park Board <ParkBoard@kirklandwa.gov>
Subject: Park Board - baseball field conditions

CAUTION/EXTERNAL: This email originated from outside the City Of Kirkland. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear members of the park board,

I plan to be in attendance at the 9/24 meeting to discuss this topic but wanted to send a visual ahead of time. These attached photos were taken yesterday around 11am at Everest Park. During this exact same time, the Lake Washington girls softball team had a fall league game at Hidden Valley Park in Bellevue, and it was not rained out despite consistent rainfall overnight and during the Sunday morning game.

Youth baseball teams then took the field immediately after, and continued play uninterrupted throughout the day at Hidden Valley.

These photos should very clearly illustrate why it's important for our city (Kirkland American and Kirkland National Little League baseball and softball) to provide our own turf field options when the weather makes our existing fields unplayable. During the spring Little League season, when the majority of Kirkland's young ballplayers are in season, there are no turf field options. When it rains, practices get cancelled, games get rescheduled, and families scramble to adapt.

Thank you,

Cory Brewer

- Kirkland resident, KALL coach and board member





From: [Mariah Murphy](#)
To: [Jennie Jaeger](#); [Park Board](#)
Cc: [Heidi Schor](#); [Ingrid Salmon](#); [Jessie Brown](#); [Luke Travis](#); [Leo](#); [Brad t Laplante](#); [Susan Swenson](#); [Alexia Brown](#); [Kellen Hoard](#)
Subject: RE: JNA Support for Prioritizing the Eastern Green Loop
Date: Wednesday, October 8, 2025 1:50:24 PM

Hello Jennie and JNA Board,

Thank you so much for reaching out — we truly appreciate your thoughtful feedback on the Green Loop Implementation Plan. Your timing is perfect, as this input will be shared with our consulting team to help shape the first draft of the Implementation Plan. We plan to share that draft with community members for review and feedback this winter.

We haven't scheduled the next public meeting yet, but you and the JNA Board will be included in future notifications and invited to provide feedback on the proposed alignment and implementation priorities.

Regarding your three objectives, please see responses below in **GREEN**:

The JNA has three equal objectives regarding the Green Loop:

1. Kirkland should prioritize and immediately create multiple access points off of 93rd Ave NE to what neighbors, living at the base of its flanks, call Juanita Slope, so that we may finally enjoy pedestrian access to Juanita Heights Park and the new Billy Goat Trail (with big thanks to the Finn Hill Neighborhood Alliance) from Juanita's central and northern geographies. Immediate access from NE 124th St. is proposed.

The city will not be implementing any new access points along the Green Loop until the Implementation Plan has been completed and funding secured to begin on-the-ground activities.

2. Kirkland should optimize the underutilized almost-contiguous city-owned parcels running south to north along the eastern flank of the Finn Hill neighborhood (bordering Juanita). This approach takes advantage of low-hanging fruit, with the goal of rapidly providing contiguous trail access to the underserved residents of both eastern Finn Hill and north Juanita. Only 2 parcels in this entire segment are privately owned. The assessed value of parcel 1926059182 is \$499; the assessed value of parcel 1926059201 is \$1,224,000 (perhaps easement is possible). Completion of this NE segment of the loop would add more than 52 acres of parkland and a minimum of 2.5 linear miles of trail to Finn Hill Neighborhood.

Yes, we are aware of this excellent opportunity and have highlighted with our consultant for consideration in the Implementation Plan.

3. Kirkland should continue the Billy Goat Trail to extend north beyond Juanita Heights Park to Goodwill Hill to provide a nature trail with pedestrian access to central Juanita residents. This segment in our proposal, while the most wild and important habitat to preserve, is more complex: a mix of city owned, tract, and several very large wooded parcels with houses sitting above their ravine acreage that contains a stream running north to south.

This is also great feedback which we've provided to our consultants for consideration.

In addition, in order to contribute insights from JNA, and to continually evaluate progress on each of the

connection objectives that we list in our letter, we request that during both Implementation Plan Phase and Implementation Phase we receive timely updates, and request a standing meeting with staff every 3 months, and before every major decision point by Council and the Parks Department.

We are on scheduled to complete the Green Loop Implementation Plan by the end of 2025. We have a meeting with our consultant tomorrow at which we will plan for the next public meeting. We will absolutely let you know when that meeting is scheduled.

See the [PDF of our full letter with overview maps, detailed parcel information, and trail placement](#). We'd like to go over this information with you in a meeting. I'll send a follow up email with some suggested meeting times.

We have shared this PDF with our consultant! Thank you for taking the time to provide such detailed feedback.

Please note, especially if you are printing the PDF, that our full letter also includes an 11 x 17 PDF page of a map with an overview of the proposed Eastern Green Loop Trail on page 7.

At this stage, our consultants are reviewing all the feedback gathered so far — from Denny Fest, CH4A, your JNA meeting, the 874 survey and mapping responses, and additional input from community members like you. They're using this information to create an initial visual summary that highlights common themes and areas of strong community interest. This will help guide the next phase of route and implementation planning.

Please know that the upcoming public meeting will still be an important part of this iterative process. Community suggestions, requests, and feedback shared at that meeting will continue to shape and inform the plan moving forward.

Please reach out to me or Jodie Galvan with any further questions you may have. You can expect to hear from us very soon! Thank you again for your continued engagement and partnership in this community-driven process.

Sincerely,
Mariah

Mariah Murphy (she/her)

Parks Planning & Development Manager
Desk: 425-587-3313, Mobile: 425-457-0680

From: Jennie Jaeger <jennie.jaeger@gmail.com>

Sent: Tuesday, October 7, 2025 4:13 PM

To: Park Board <parkboard@kirklandwa.gov>

Cc: Heidi Schor <hs@heidischor.com>; Ingrid Salmon <ingridsalmon@hotmail.com>; Jessie Brown <jessie.brown@outlook.com>; Luke Travis <luke.foobar@gmail.com>; Leo <saxplayer037@gmail.com>; Brad t Laplante <bradleytlaplante@gmail.com>; Susan Swenson <sswenson26@gmail.com>; Alexia Brown <alexia.brown.87@gmail.com>; Kellen Hoard <kellenhoard@gmail.com>

Subject: JNA Support for Prioritizing the Eastern Green Loop

CAUTION/EXTERNAL: This email originated from outside the City Of Kirkland. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear Parks Board Members,

As Chair, I'm writing on behalf of the Juanita Neighborhood Association (JNA) in support of broadening the conversation about the Green Loop to include both Juanita and Finn Hill residents.

In particular, the JNA advocates for Juanita residents to have access to the Green Loop. Our Board recommends that the City of Kirkland prioritize the implementation of the eastern half of the Green Loop. The Eastern Green Loop, which traverses the entire Juanita Slope and which lies fully within the Finn Hill neighborhood, would provide trail and park access to the adjacent and underserved central and northern residents of Juanita, as well as to residents of eastern Finn Hill.

The PROS plan recognizes that Kirkland residents highly desire access to parks and trails – north Kirkland and Juanita are underserved. Juanita, the biggest Kirkland neighborhood by population, currently contains access to approximately 180 acres of parkland and 3.73 miles of trail, of which 1.3 miles, at most, are contiguous. In contrast, the Finn Hill Neighborhood currently has access to 315+ acres of parks and approximately 10+ contiguous miles of trail (without including St. Edwards State Park, which would make those numbers much higher). Compared to Juanita, Finn Hill residents enjoy more than twice the per capita access to acres of parks.

Even if just the eastern portion of the Green Loop is implemented, Finn Hill will add an additional 70+ acres of parkland and approximately 3.8 contiguous trail miles, which will further increase the discrepancy.

Despite this discrepancy, the JNA supports the FHNA's Green Loop Plan under the condition that Kirkland prioritizes implementing the Eastern Green Loop thereby giving Juanita residents walking access to hiking, foraging, and appreciating nature as soon as possible.

The JNA has three equal objectives regarding the Green Loop:

1. Kirkland should prioritize and immediately create multiple access points off of 93rd Ave NE to what neighbors, living at the base of its flanks, call Juanita Slope, so that we may finally enjoy pedestrian access to Juanita Heights Park and the new Billy Goat Trail (with big thanks to the Finn Hill Neighborhood Alliance) from Juanita's central and northern geographies. Immediate access from NE 124th St. is proposed.
2. Kirkland should optimize the underutilized almost-contiguous city-owned parcels running south to north along the eastern flank of the Finn Hill neighborhood (bordering Juanita). This approach takes advantage of low-hanging fruit, with the goal of rapidly providing contiguous trail access to the underserved residents of both eastern Finn Hill and north Juanita. Only 2 parcels in this entire segment are privately owned. The assessed value of parcel 1926059182 is \$499; the assessed value of parcel 1926059201 is \$1,224,000 (perhaps easement is possible). Completion of this NE segment of the loop would add more than 52 acres of parkland and a minimum of 2.5 linear miles of trail to Finn Hill Neighborhood.

3. Kirkland should continue the Billy Goat Trail to extend north beyond Juanita Heights Park to Goodwill Hill to provide a nature trail with pedestrian access to central Juanita residents. This segment in our proposal, while the most wild and important habitat to preserve, is more complex: a mix of city owned, tract, and several very large wooded parcels with houses sitting above their ravine acreage that contains a stream running north to south.

In addition, in order to contribute insights from JNA, and to continually evaluate progress on each of the connection objectives that we list in our letter, we request that during both Implementation Plan Phase and Implementation Phase we receive timely updates, and request a standing meeting with staff every 3 months, and before every major decision point by Council and the Parks Department.

See the [PDF of our full letter with overview maps, detailed parcel information, and trail placement](#).

Please note, especially if you are printing the PDF, that our full letter also includes an 11 x 17 PDF page of a map with an overview of the proposed Eastern Green Loop Trail on page 7.

Thank you for your time and attention,
Jennie Jaeger
Chair
Sent on behalf of the Board of the Juanita Neighborhood Association

From: [Mariah Murphy](#)
To: [Stephanie Schwenger](#)
Subject: RE: Say "no thanks" to artificial turf infields--for our kids' sake
Date: Wednesday, September 24, 2025 4:26:00 PM

Hello Stephanie,

Thank you so much for your feedback on this topic. It will be passed along to the Park Board. While we are still in the feasibility phase of the project and have not yet begun evaluating different types of infill for the synthetic turf, I want to assure you that the City will not install a field that uses crumb rubber. Our existing synthetic mixed-use field at 132nd Square Park uses encapsulated infill to address concerns with crumb rubber, and it is likely that a similar infill type would be installed at the two infields should this project move forward.

Again, thank you for your feedback and your commitment to safe fields and parks for our community.

Best regards,

Mariah

Mariah Murphy (she/her)

Parks Planning & Development Manager
Desk: 425-587-3313, Mobile: 425-457-0680

From: Stephanie Schwenger <sschwenger@gmail.com>
Sent: Wednesday, September 24, 2025 4:02 PM
To: Park Board <parkboard@kirklandwa.gov>
Cc: John Lloyd <jlloyd@kirklandwa.gov>; board@finnhill.org; City Council <citycouncil@kirklandwa.gov>
Subject: Say "no thanks" to artificial turf infields--for our kids' sake

CAUTION/EXTERNAL: This email originated from outside the City Of Kirkland. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Honorable Parks Board Members,

I am writing to urge you against recommending artificial turf infields at City of Kirkland baseball diamonds. Artificial turf has been listed for a potential ban in Washington State because of the presence of both per- and polyfluoroalkyl substances (PFAs), otherwise known as "forever chemicals," and 6PPD (N-(1,3-Dimethylbutyl)-N'-phenyl-p-phenylenediamine), a known fish toxicant (coho salmon, found in Lake Washington, are particularly vulnerable). **Until a decision is made on whether to ban crumb rubber turf in Washington State, Kirkland should not install crumb rubber turf with potential to expose our children and**

families to toxic forever chemicals.

Following websites provide additional information:

- **Department of Ecology Report to Legislature - Identification of Priority Products to the Legislature** where artificial crumb rubber turf is listed for a potential ban in Washington State: [Identification of Priority Products: Safer Products for Washington Cycle 2 Implementation Phase 2](#) (see page 2 and 3).
- **EPA's PFAs Explained:** <https://www.epa.gov/pfas/pfas-explained>
- **EPA's What Is 6PPD?:** <https://www.epa.gov/chemical-research/6ppd-quinone>

Cork fields provide a safer alternative to crumb rubber, and if pesticides and herbicides are not used, good ol' grass and dirt is always a solid option. If grass and dirt is good enough for our playoffs-bound Mariner's, it's good enough for our little leaguers!

Sincerely,

Stephanie Schwenger

Finn Hill resident and Mom of two little leaguers, Kirkland



CITY OF KIRKLAND
Parks and Community Services
123 5th Avenue, Kirkland, WA 98033
425-587-3000

MEMORANDUM

To: Park Board

From: Emily Lima Welch, Administrative Assistant
John Lloyd, Deputy Director

Date: October 22, 2025

Subject: Parks & Community Services Highlights

RECOMMENDATION:

That the Park Board engage and share current projects and upcoming events related to Parks & Community Services (PCS) with their neighbors, school or work associations, and other community groups.

BACKGROUND DISCUSSION:

The Parks & Community Services Highlights are intended to be a shortlist of current projects and upcoming items relevant for members of the public to attend, participate in, and share with their communities!

DISCUSSION/ANALYSIS:

Green Kirkland Stewardship Events

Various Dates, Times, & Locations

Various Sites

Description: It's fall, which means it's planting season! Join Green Kirkland at one of our many upcoming events to lend a hand with stewardship activities such as removing invasive species and planting native plants in parks and natural spaces throughout Kirkland. No prior experience necessary. Tools and education are provided at all events. View the Green Kirkland Event Calendar and register online¹.



Día de los Muertos

Saturday, October 25 2025, 11 AM – 4 PM

Peter Kirk Community Center

Description: Acompáñenos a celebrar el Día de los Muertos para recordar a nuestros familiares antepasados, y disfrutar actividades tradicionales, comida, música, y más. Come and celebrate Día de los Muertos as we remember our loved ones, enjoy traditional activities, food, music, and more. Look for more information on our website².

¹ <https://www.kirklandwa.gov/Government/Departments/Parks-and-Community-Services/Green-Kirkland-Partnership/Event-Calendar>

² <https://www.kirklandwa.gov/Whats-Happening/Community-Events/Parks-and-Community-Services/Día-de-los-Muertos>

Samhain Celebration**Sunday, October 26 2025, 12 PM – 7:30 PM****Marina Park**

Description: Join the PNW Witches' Market for a touch of seasonal magic at the fourth annual Samhain Celebration! Celebrate the turning of the Wheel with a mystical afternoon by the water where community, magic, and the spirit of the season come alive. Find out more online about what this festival has to offer³.

Kirkland Turkey Trot**Sunday, November 16 2025, 9 AM – 12 PM****Juanita Beach Park**

Description: Get ready for the Kirkland Turkey Trot 5K, 10K, and Kids race! Mark your calendars and join us on November 16th at 9:00 AM for a fun, family-friendly run that kicks off the holiday season in style. Find more information on our website⁴.

**Winterfest Tree Lighting & Celebration****Saturday, November 29 2025, 7:30 PM – 8 PM****Peter Kirk Park**

Description: Embrace the magic of the season at Kirkland's beloved Winterfest celebration! Gather with friends and neighbors on the plaza at Peter Kirk Park for a festive evening that captures the spirit of the holidays. Find more information on our website⁵.

³ <https://www.kirklandwa.gov/Whats-Happening/Community-Events/Parks-and-Community-Services/Special-Events-Division/Samhain-Celebration>

⁴ <https://www.kirklandwa.gov/Whats-Happening/Community-Events/Parks-and-Community-Services/Special-Events-Division/Kirkland-Turkey-Trot>

⁵ <https://www.kirklandwa.gov/Whats-Happening/Community-Events/Parks-and-Community-Services/Special-Events-Division/Winterfest-Tree-Lighting-Celebration>