

KIRKLAND PARK BOARD SPECIAL MEETING

November 19, 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

Approval of minutes deferred until next regular meeting.

- 4. BUSINESS ITEMS
 - a. Park Board Initiatives
 - b. Joint Meeting with Council Prep Continued
 - c. Park Projects Update
 - i. Juanita Open Space #5 (Wiviott Parcel) Restoration Plans
 - ii. Houghton Park and Play Amenity Relocation
 - iii. Current project dashboard
 - d. Chair/Vice-Chair Elections
 - e. Park Board Member Reports

5. COMMUNICATIONS

- a. Correspondence
- b. Parks & Community Services 2025 Quarter 3 Report
- c. Parks & Community Services 2024 Annual Report
- d. Parks & Community Services Highlights
- e. Staff Updates and Information
- f. Comments from the Chair

6. FUTURE AGENDA ITEM REQUESTS

7. ADJOURNMENT

Next Park Board Meeting: January 28, 2026

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.

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To: Park Board

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

Emily Lima Welch, Administrative Assistant

Date: November 19, 2025

Subject: Park Board Work Plan Actions

RECOMMENDATION:

Staff recommend that the Park Board continue to discuss action items from the Park Board Work Plan.

BACKGROUND:

The current Park Board Work Plan was developed over the course of several meetings throughout 2025 and was finalized at the October 22, 2025 Park Board meeting. The Park Board Work Plan includes active projects and board actions, updates and long-term projects, and housekeeping items.

Two significant items included in the Work Plan are the development of a Park Board Engagement Plan and the Kraken Iceplex and Community Recreation Center.

A draft engagement plan has been developed by Chair Ambrosini and Board member Bortoni with input from staff. The draft engagement plan will be presented to the Board for review and discussion.

A draft letter to the Council regarding the Kraken Iceplex and Community Recreation Center has been prepared by Vice Chair Silvia that will also be presented to the Board for review and discussion.

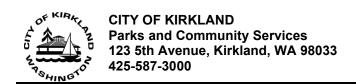
NEXT STEPS

The Park Board should continue their discussion of various, pertinent Work Plan topics, such as the Kraken project and the Park Board Engagement Plan, and any other topics from the Work Plan that may arise.

The Board should review and discuss all drafted materials and determine next steps as appropriate, with guidance from staff.

ATTACHMENTS

None.



To: Park Board

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

Date: November 12, 2025

Subject: Park Board Joint Meeting with City Council

RECOMMENDATION:

That the Park Board finalize topics for discussion and review the draft memo in advance of the joint meeting with City Council, currently scheduled for February 17, 2026.

BACKGROUND:

The Park Board typically has a joint meeting with City Council each year, although the frequency can vary. 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.

At the October 22, 2025 Park Board meeting, the following topics were identified for potential discussion with City Council. It was agreed that the focus should remain on the long-term plans for the Peter Kirk Pool, the Kraken project, and Parks and Community Services department funding.

- Park Board Work Plan and Engagement Plan
- Kraken Community Iceplex project
- Peter Kirk Pool Enclosure
- Parks and Community Services funding
- What information does City Council want/need from Park Board?

As previously discussed with Park Board, the memo to City Council will come from Park Board, rather than staff alone. A draft memo will be reviewed with the Board at the November meeting. Staff will incorporate any feedback received into a final draft of the memo which will be finalized at the January Park Board meeting. Ultimately, this memo will be provided to City Council prior to the joint meeting in February. The memo ensures Councilmembers receive the necessary information in a consistent format in advance of the discussion. As such, the memo should provide sufficient background

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

information about each topic, including any concerns or requests of City Council. If Park Board has a specific recommendation, this should be included in the memo.

NEXT STEPS:

Following discussion at the November meeting, staff will incorporate Park Board feedback and will present a final draft of the memo at the January Park Board meeting. The memo must be completed no later than February 3rd to be included in the council packet. Additionally, at the January meeting staff will work with Park Board members to finalize a presentation for Park Board to use during the joint meeting with City Council.

To: Park Board

From: Mariah Gill Murphy, Park Planning and Development Manager

Date: November 14, 2025

Subject: JU5 "Wiviott" Park Parcel Improvements

RECOMMENDATION:

Staff recommend that Park Board hear and provide feedback on the plans for the Juanita Open Space #5 (JU5) parcel, also known as the Wiviott Parcel.

BACKGROUND DISCUSSION:

The JU5 open space parcel is located at 10008 NE 140th Street, off of 100th Avenue NE. The parcel was donated to the City by Michael Wiviott in 2006. The parcel is 29,379 SF (0.67 acres) of undeveloped land. Prior to 2023 the land consisted of grassy open space and trees. Annual maintenance has been low at this site, averaging just 20 labor hours a year consisting of brush and tree management, inspection, and mowing.

The City of Kirkland Parks, Recreation & Open Space (PROS) Plan identifies areas of the City that are high priority for capital improvements. This parcel is located in the northwest portion of Juanita Neighborhood, identified as L(k) in Figure 1 below. This area is one of the most densely populated regions of the city with an estimated 2026 population of 1,981. This region also has some of the lowest levels of service as determined by parks within walking distance (10-minute walk).

Parks and Community Services was approached by the Capital Improvement Program (CIP) team about using the parcel as a laydown yard for their contractor during the construction on 100th AVE project. To support this City initiative, staff agreed to allow the space to be used for staging for the duration of the project. Rather than charge rent, a lease was signed allowing for use of the parcel in late 2023 with the understanding that the contractor would not only restore the parcel but also provide improvements beyond restoration to account for the value of the lease.



Kirkland, Washington

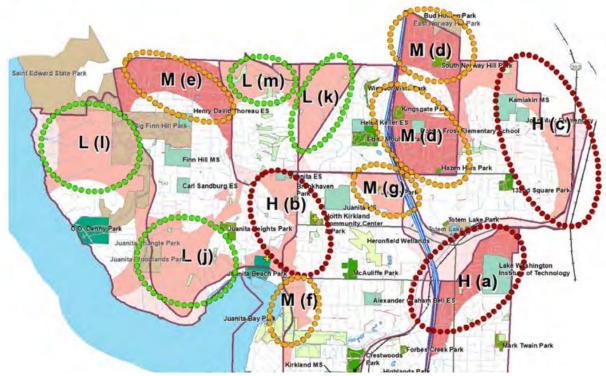


FIGURE 1 PROS PRIORITIES MAP--JU5 IS LOCATED IN L(K) REGION OF THE MAP

DISCUSSION/ANALYSIS:

The Improvement Plan

The proposed improvement plan for this parcel is guided by three primary goals: creating needed play space, supporting sustainability, and ensuring long-term practicality. Each goal informs a set of improvements that together provide community benefit while remaining cost-effective and maintainable.

1. Play Space

Goal: Provide the Juanita Neighborhood with an active recreational area centered around a small neighborhood playground.

Plan Elements:

- Install a modest playground using City-owned equipment already in storage and in good working condition, keeping costs low.
- Address the current service gap: the nearest City playground, Edith Moulton Park, is approximately one mile away, and Juanita Elementary School is at a similar distance—about a 15-minute walk from JU5.
- Activate the site in response to anticipated foot traffic increases resulting from the recently installed protected crosswalk at 100th Ave NE and NE 140th PI, which now provides safer access into the neighborhood and toward the parcel.

2. Sustainability

Goal: Enhance ecological value and support the City's pollinator-friendly initiatives.

Plan Elements:

- Use a planting palette composed primarily of native, drought-tolerant, and pollinator-friendly plant species.
- Allow autumn leaves to remain in select areas around existing trees to create micro-habitats beneficial to overwintering pollinators, enrich soil, and reduce unnecessary leaf removal.
- Design the landscaping to thrive without irrigation once plants are established, further reducing environmental impact and resource use.
- Gradually create naturalized meadow framed by intentional maintained edges, by reducing mowing and irrigation, and weeding out invasive grasses and broad leaf plants.

3. Practicality

Goal: Deliver improvements that fit the parcel's small size and the available budget while avoiding significant new maintenance responsibilities.

Plan Elements:

- Utilize existing play equipment already owned by the City to reduce project costs and expedite installation.
- Limit lawn areas to only what is needed for circulation and informal play, limiting mowing and other routine maintenance.
- Rely on native plantings that do not require long-term irrigation and have lower maintenance needs than conventional landscaping.

Timeline

OMA Construction is working on removing all equipment from the site and restoring it to its original condition. Staff are working with the contractor to confirm final additional improvements and that the contractor will be responsible in exchange for use of the property. It is anticipated that this work will be completed within the next few months. The park is anticipated to be open for public use beginning in Spring 2026.

Playground Upgrades

Staff are exploring options for upgraded playground equipment, including donations to support enhancements beyond the base plan. Staff are actively working with playground designers to obtain potential concepts and cost estimates that can be shared with prospective donors and used to inform a future request for inclusion on the City's CIP during the next biennium. Any upgraded equipment would feature a pollinator theme to align with the park's sustainability goals and would incorporate inclusive play elements to ensure children of all abilities can enjoy the space.



To: Park Board

From: Mariah Gill Murphy, Park Planning and Development Manager

Date: November 16, 2025

Subject: Houghton Park and Play- Temporary Park Asset Relocation Status

Report

RECOMMENDATION:

Staff recommend that Park Board hears results of public survey and resulting plan to relocate the temporary park assets at Houghton Park and Play.

BACKGROUND DISCUSSION:

The Houghton Park and Play was installed as a temporary park to activate the City's underutilized park and ride property while long term plans for the site were finalized. Current features include community garden with 28 plots, four pickleball courts, a modular skate park, and a bicycling pump track and park. The City has committed to maintaining the existing level of service by relocating these features to new locations, when necessary to make room for the Kirkland Ice Complex.

DISCUSSION/ANALYSIS:

A community survey was conducted between February 13 and September 28, 2025, to assess support for relocating various park features and to gather input on maintaining the City's level of service. A total of 649 responses were received. The survey asked participants to indicate their level of support for potential relocations, identify whether they currently use each feature, and provide written comments.

Key findings include:

- Community members were generally supportive—or neutral—regarding relocating the skate park features to Peter Kirk Park.
- Respondents were not supportive—or were neutral—on relocating the bike pump track and related features to the north end of Terrace Park.
- More pickleball players than tennis players responded to the survey.
- Respondents indicated they would not play pickleball on dual-striped courts that required portable nets.
- While respondents were generally not supportive of converting tennis courts to pickleball use, those who were open to conversion identified Peter Kirk Park as the preferred location, followed by Juanita Beach Park.

Write in responses varied in subject but many used them as an opportunity to voice their love for the Houghton Park and Ride and how much they wished it could become a permanent park. Tennis players made it clear that playing tennis on a dual striped court is not desirable. Skaters also voiced disappointment in both the modular skatepark at Houghton Park and Play and the existing concrete skatepark at Peter Kirk Park. Skaters said that due to the modular features being anchored on uneven and sloping asphalt, the skate-ability was less than desirable at Houghton Park and Play. They said that Peter Kirk's skatepark was in need of an upgrade. Write in comments regarding bike features at Terrace Park were strongly opposed, citing that the neighborhood cherishes the passivity of the park and that school children use the park as an outdoor classroom.

Park Amenity Relocation Plan

Community Gardens

The 28 community garden plots currently located at Houghton Park and Play will be relocated in Spring 2026 to *Crabby Old Phart's Pea Patch*, a new addition to Rose Hill Meadows Park. The new site will include space for both accessible and standard garden beds. While the design is still underway, staff's goal for Phase 1 is to construct at least 35 plots—allowing the City to maintain and improve its level of service following the relocation from Houghton Park and Play.

Pickleball

The four pickleball courts at Houghton Park and Play will be relocated to Peter Kirk Park. The two existing tennis courts at Peter Kirk Park will be converted into eight dedicated pickleball courts with permanent nets—four designated as challenge courts and four as timed courts (users may remain on the court for up to 1 hour while). Nearby parks, including Van Aalst, Heritage, and Forbes Parks, each have newly resurfaced tennis courts located within walking distance or a short drive from Peter Kirk Park. This work will be completed in the last Spring 2026 (May/June) pending weather.

The City is also in discussion with the Lake Washington School District about dual-stripe eight existing tennis courts at Kirkland Middle School and Finn Hill Middle School. The project timeline and scope will be finalized through coordination with the District, but staff aims to complete this work by late Spring 2026.

Bike Park Features & Pump Track

Based on survey feedback, there is not sufficient community support to justify relocating the bike park features and pump track to Terrace Park at this time. Staff is currently negotiating to keep these features at Houghton Park and Play for as long as possible. When construction ultimately requires their removal, the City plans to store the features until an appropriate future location is identified or additional community outreach can be completed.

Skatepark

The modular skatepark features at Houghton Park and Play will be relocated to Peter Kirk Park. Staff is in the process of contracting with a designer to integrate these elements into a new, expanded terrace-style skatepark at Peter Kirk Park. The facility

will be located at the site of the existing skatepark and will include an expanded footprint. Staff anticipates presenting preliminary design concepts to Park Board, local skate groups, KTUB, and the Youth Council in Spring 2026.



To: Park Board

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

Emily Lima Welch, Administrative Assistant

Date: November 13, 2025

Subject: Park Board Chair and Vice-Chair Elections

RECOMMENDATION:

That the Park Board conduct elections to fill the positions of Chair and Vice-Chair for 2026.

BACKGROUND:

Kirkland Municipal Code 3.36.040 states that the Park Board Chair and Vice-Chair will be elected annually to one-year terms and elections will be held at the Board's final meeting of the year. The Chair may be re-elected once to serve a maximum of two years. The current Chair, Amy Ambrosini, is completing her first year as the Chair. There is no term restriction for the Vice-Chair position.

The Chair is responsible for presiding over Park Board meetings. The Chair may be called on to attend other meetings with City Council, the community, or staff. The Vice-Chair is responsible for performing the duties of the Chair in the event the Chair is not present. Should the Chair be unable to complete their term, the Vice-Chair will assume the Chair position for the remainder of the year. The Chair and Vice-Chair may be asked to represent the Park Board by speaking at events, such as park dedication ceremonies or naming events. The Chair and Vice-Chair meet with Parks and Community Services staff to discuss issues and to assist in setting the agenda for upcoming meetings.

In the past, staff have sought and received feedback from Park Board members about the skills and abilities needed in the next Chair and Vice-Chair. Common responses include the following:

- Strong organizational skills
- Meeting facilitation skills
- Time management/keeping discussions on topic
- Finding a balance between ensuring everyone has a chance to speak yet ensuring discussions do not drag on unnecessarily

- Ability to interpret and understand the thoughts and feelings of other Board members
- Knowledge of department

Board members should consider the demands of the position in addition to the identified skills and abilities when evaluating nominees during this election procedure. Board members should think about who possesses these skills and abilities, and who would make a good Chair/Vice-Chair.

DISCUSSION/ANALYSIS:

The Chair will conduct the election process. During the election process, any Board member may nominate any other Board member, including themself, for the position being elected. Nominations do not need to be seconded by another Board member; however, a nominee may decline the nomination if desired.

The election may be conducted in the manner chosen by the Board. The only requirement is that voting is public – secret ballots are not allowed. Given this requirement, staff recommend the process outlined below for elections.

- 1. Conduct the election for the Chair position first, followed by the Vice-Chair position.
- 2. The Chair begins the election procedure by calling for nominations for the open position being considered.
- 3. Once all nominations have been made, the Chair closes the nomination period and gives each nominee the opportunity to speak toward their desire for the position.
- 4. Once each nominee (who has accepted the nomination) has been given the chance to speak, the Chair shall ask the Recording Secretary to call the vote.
- 5. The election will be conducted via roll call vote, in which the Recording Secretary will call on each Board member to announce their vote. The Recording Secretary will repeat the vote to ensure accuracy.
- 6. The nominee with the most votes will be declared the winner.
- 7. In the event of a tie, the voting process will be repeated with the tied nominees until there is no longer a tie. The Chair may choose to provide a second opportunity for the tied nominees to speak toward their desire for the position.

NEXT STEPS

Elections will be held during the November Park Board meeting because Park Board has chosen to cancel the December meeting. The new Chair/Vice-Chair will assume these positions following the adjournment of the November Park Board meeting.

To: Park Board

From: Maryke Burgess, Events and Services Manager

Sarah Rock, Education and Outreach Coordinator

Date: November 4, 2025

Subject: Parks and Community Services 2025 Quarter 3 Report

RECOMMENDATION:

Staff recommends that Park Board receives the Parks and Community Services Department's Quarterly Report for July through September 2025.

BACKGROUND:

This report highlights the department's activities for the third quarter of 2025 and their community impact.

DISCUSSION/ANALYSIS:

This report highlights the Parks and Community Services second quarter 2025 activities and their impact on the community. The report illustrates the direct impact of City initiatives and the positive difference they make in the community.

Notable third quarter highlights include:

- The new Everest Park playground opened in July with modern, inclusive features and a baseball theme inspired by youth input.
- Thousands attended Kirkland's hallmark summer events including the Celebrate Kirkland Fourth of July parade, the inaugural Kirkland International Night Market, outdoor movies in the parks, See Spot Splash, and the 19th season of the Juanita Friday Market.
- The Homelessness Outreach Coordinator helped eight households move into permanent housing or treatment.
- A record 123 participants joined the 2025 Kirkland Steppers summer walking club, sponsored by the Peter Kirk Community Center.
- The Aquatics team hosted over 71,000 visitors to Kirkland's three lifeguarded beaches and nearly 2,000 swim lesson registrations.

NEXT STEPS

The Parks and Community Services Quarter 3 2025 Report will be posted on the department website at www.kirklandwa.gov/parks for community access.

ATTACHMENTS

Attachment 1 – PCS 2025 Quarter 3 Report



Summer in Kirkland was all about connection, neighbors gathering for concerts and markets, kids splashing in the pool, and volunteers rolling up their sleeves to care for our parks. Every event, program, and partnership this season helped bring people together and celebrate the spirit that makes Kirkland such a vibrant, welcoming community.

EVENTS & SERVICES



to open the new

baseball glove slide - a tribute to Everest Park's legacy

Testing the





A GRAND SLAM FOR PLAY AT EVEREST PARK

What was once one of Kirkland's smallest playgrounds was nearly doubled this summer and transformed into a vibrant, inclusive destination designed for all ages and abilities. The new playground features climbing structures, dynamic swings, and an oversized baseball glove slide that pays tribute to the park's baseball heritage. Funded in part by the voter-approved 2020–2025 King County Parks Levy, the updated playground offers modern, accessible fun that welcomes everyone to play, explore, and connect.



CELEBRATE KIRKLAND FOURTH OF JULY PARADE

Kirkland's Fourth of July Parade once again filled downtown with cheers, laughter, and hometown pride. From the bagpipers leading the way to the drill teams marching, and veterans waving from the steps of Heritage Hall, every moment reflected the strength and joy of our community. Together, we made Independence Day unforgettable.

EVENTS & SERVICES





EVENTS & SERVICES

INAUGURAL INTERNATIONAL NIGHT MARKET

The first-ever Kirkland International Night Market transformed Houghton Park and Play into a global celebration of culture, flavor, and creativity. From delicious street food and artisan vendors to music, dance, and hands-on activities, residents experienced the world right here at home. The event brought together families, neighbors, and visitors to share stories, try new things, and celebrate Kirkland's diversity.







SPECIAL EVENTS & COMMUNITY GATHERINGS

From concerts to farmers markets, summer in Kirkland was filled with opportunities to connect.

- The 19th season of the Juanita Friday Market brought local produce, handmade goods, and community spirit to life each week.
- The Kirkland Wednesday Market, Kids Summer Concerts, and Thursday Evening Concerts at Marina Park drew thousands of attendees, filling waterfront parks with music, laughter, and sunshine.
- Events like Kirkland Uncorked, Obliteride, and the Lammas and Mabon Festivals added even more vibrancy to the season, each one showcasing Kirkland's unique blend of creativity, culture, and community pride.





HUMAN SERVICES

HOMELESSNESS OUTREACH AND SUPPORT: SMALL STEPS, BIG IMPACTS

Sometimes the biggest wins come in small, steady steps. This quarter, the City's Homeless Outreach team helped eight households move into permanent housing or treatment, including two households from the temporary RV program who had been living in their vehicles for years.

Through patient, compassionate outreach and collaboration with partners like Move-In Ministry and Sophia Way, staff supported clients through each stage of transition, from securing housing to moving in furniture.

SUMMER POOL VOUCHERS: OPENING ACCESS FOR ALL

This summer, more families enjoyed the Peter Kirk Pool thanks to the City's pool voucher program. Human Services and Recreation staff provided vouchers and free bus tickets to help remove barriers to summer fun. A total of 102 vouchers were redeemed, giving kids and families the chance to splash, swim, and make lasting summer memories.



Hua Goldstein

NEW RESOURCE: SEXUAL ASSAULT LEGAL ADVOCATE

Kirkland welcomed its first dedicated Sexual Assault Legal Advocate this quarter. Hua Goldstein, who is bilingual in Mandarin Chinese, brings expertise and empathy to survivors seeking support through the justice process. This pilot program, in partnership with the King County Sexual Assault Resource Center (KCSARC), will continue through 2026 and marks a significant step toward expanding local access to survivorcentered legal advocacy.

PARK OPERATIONS & PLANNING

Beams rise and dreams take shape in O.O. Denny Park's new picnic shelter

NEW & UPGRADED PARK FEATURES

This quarter, staff worked on park improvements to help neighbors connect, play, and enjoy parks in fresh ways.

- At O.O. Denny Park, crews raised the beams on a new picnic shelter, creating a welcoming space for community gatherings.
- Contractors resurfaced tennis and pickleball courts across the city to improve playability and safety – allowing groups of all ages to stay active.
- Staff began work on Juanita Beach Park's north side including new fencing for the tennis courts and ballfields, renovated dugouts, new field irrigation, and turf restoration. These updates will make the courts and fields more comfortable for all players for years to come.
- At Juanita Beach and Houghton Beach, staff refreshed the beach volleyball courts with new sand, ensuring smooth play for friendly competitions under the sun.

STEWARDSHIP, TRAILS & RANGERS

Kirkland's parks and green spaces thrive because of the people who nurture them.

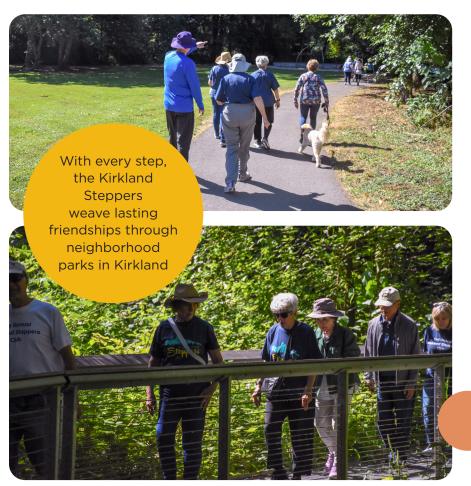
- Green Kirkland Partnership volunteers and staff led 27 restoration events across local parks and welcomed a new group of stewards during fall orientation.
- Staff kicked off the Green Loop Implementation Plan with consultant-led outreach at community events to gather input and build momentum for this future trail around Finn Hill.
- Ranger Tanner Thoreson joined the team full-time after serving seasonally, enhancing our presence in parks and strengthening connections with visitors and volunteers alike.











KTUB staff

RECREATION

STAYING ACTIVE AND CONNECTED

A record 123 community members joined the Kirkland Steppers Walking Club this summer, taking part in weekly walks through local parks and trails. Designed for older adults, the program saw remarkable participation, with half of the walkers over age 75. Participants said walking together improved their endurance, balance, and sense of connection, with 85% noting a boost to their mental well-being.



BUILDING CONNECTION AND CONFIDENCE AT KTUB

At the Kirkland Teen Union Building, staff and partners focused on creating a safe, supportive environment where teens can relax, express themselves, and grow. Staff from KTUB, 4 Tomorrow, and Youth Eastside Services participated in a safety and de-escalation refresher over the summer. The collaborative training strengthened teamwork and gave staff new tools to handle conflict

calmly and confidently, ensuring KTUB remains a welcoming space for

every teen.

Tiny
teammates
and devoted
coaches
gather for a
post-game
cheer



In late summer, over 500 players ages 3-6 took to the fields at 132nd Square Park and Crestwoods Park in Kirkland's Pee Wee Soccer program. Supported by 120 volunteer coaches, players learned teamwork, sportsmanship, and the joy of play. Demand for this program continues to grow, with 181 on the waiting list this year.



RECREATION





grins mark swim lessons at Peter Kirk Pool.

AQUATICS 2025 - BY THE NUMBERS



AQUATICS: A SEASON OF TEAMWORK AND ACHIEVEMENT

The Aquatics team made a splash this season, successfully staffing 96 positions including lifeguards, swim instructors, coaches, and supervisors. The team scheduled 493 swim lesson classes for every level, from Aquatots to adult learners, and maintained pool operations nearly 16 hours a day.



From vibrant festivals and concerts to expanding programs and vital human services, summer 2025 was filled with moments that brought Kirkland together. Each event, partnership, and volunteer effort reflected the heart of our mission, to create spaces and opportunities where everyone feels welcome and connected.

More events, programs, and more ways to connect are coming this summer to make Kirkland a place where everyone belongs, every season. www.kirklandwa.gov/parks

To: Park Board

From: Maryke Burgess, Events and Services Manager

Sarah Rock, Education and Outreach Coordinator

Date: November 4, 2025

Subject: 2024 Parks & Community Services Annual Report

RECOMMENDATION:

Staff recommends that Park Board receives 2024 Parks and Community Services Annual Report, which also serves as the accountability report for the 2012 Parks Levy.

BACKGROUND:

On November 6, 2012, Kirkland voters approved Proposition 2, establishing a dedicated funding source to preserve, maintain, and enhance Kirkland's parks and natural areas.

During the first six years, the Parks Levy funded several major capital projects, including Waverly Beach Park renovations, Edith Moulton Park improvements, park land acquisition for future neighborhood parks, dock and shoreline infrastructure repairs, replacement of the Juanita Beach Park bathhouse, and playfield upgrades at select schools.

The Parks Levy also restored lifeguard services at three Kirkland beaches and provided ongoing funding for the Green Kirkland Partnership. Both programs continue today as intended. As planned, the focus of the Parks Levy funds has gradually shifted from capital improvements to supporting the ongoing operations and maintenance of the Kirkland park system.

DISCUSSION/ANALYSIS:

The 2024 Parks and Community Services Annual Report, which is included as Attachment 1, integrates the annual levy accountability report, ensuring a comprehensive overview of the department's services and outcomes in a single consolidated document. The report provides updates on both levy-funded and departmental initiatives. Related to the Parks Levy, capital projects identified as complete or ongoing are listed on Page 7. Annual data from Kirkland's lifeguarded swim beaches is included on Page 8, and 2024 updates from the Green Kirkland Partnership are on Page 6.

Notable 2024 highlights include:

- Reopening the Kirkland Teen Union Building (KTUB) in September 2024 under a new City-operated model, offering programs and support for middle and high school youth.
- Transforming the Houghton Park and Ride into the temporary Houghton Park and Play, featuring community gardens, pickleball courts, a modular skate park, and a modular pump track.
- Welcoming more than 1,150 community members to the fourth annual Kirkland Health and Wellness Fair on September 28, 2024.
- Engaging volunteers who contributed 7,609 hours to restore Kirkland park lands through the Green Kirkland Partnership and, together with staff, planted 5,642 native plants throughout Kirkland.
- Expanding parklands, including the City's acquisition of 2.67 acres to enlarge Juanita Heights Park and the donation of 4,142 square feet of beach property by Daniel and Amy Wong to expand O.O. Denny Park.
- Providing 2,349 recreation programs to nearly 26,000 participants and serving 5,409 senior meals.
- Hosting an estimated 87,391 visitors at Kirkland's lifeguarded beaches from June 28 to September 2, 2024, with lifeguards performing 17 beach rescues.
- Drawing more than 41,000 attendees to community building events, including Harvest Festival, Celebrate Kirkland Fourth of July parade, See Spot Splash, Día de los Muertos, Lunar New Year, and Movies in the Park.
- Installing Automated External Defibrillators (AEDs) at seven parks with athletic fields, courts, and other active amenities: 132nd Square, Crestwoods, Everest, Juanita Beach, Marina, Peter Kirk, and Totem Lake.
- Expanding homelessness support programs, including shower and laundry access at Lake Washington United Methodist Church, a hotel set-aside pilot program, and expanded severe weather shelter capacity. These services provide vital support for community members experiencing homelessness.
- Supporting youth programs, with 2,190 swim registrations at the Peter Kirk Pool and more than 3,300 summer camp enrollments at the North Kirkland Community Center, the Peter Kirk Community Center, and at Kirkland's parks.

NEXT STEPS

The Parks and Community Services 2024 Annual Report will be posted on the department website at www.kirklandwa.gov/parks for community access.

ATTACHMENTS

Attachment 1 – 2024 Parks and Community Services Annual Report





2024 ANNUAL REPORT

Our mission is to support a healthy and sustainable community by providing high quality parks and recreation services, ensuring a collaborative community response to basic human needs, and protecting our natural areas.

DEPARTMENT OVERVIEW

ADMINISTRATION

The Administration Division provides department leadership, manages finances and personnel, oversees training, risk management, and regional coordination, and supports the Park Board.

HUMAN SERVICES

This division coordinates, funds, and facilitates services that meet basic needs, support people through crises, and expand opportunities for low- and moderate-income residents. It collaborates with the Human Services Commission and Kirkland Youth Council.

PARKS MANAGEMENT

This division maintains safe, attractive, and sustainable parks, sports courts, and fields, while supporting community events and environmental stewardship. It also manages the Green Kirkland Partnership.

PARK PLANNING AND DEVELOPMENT

This division leads park master planning, facility design, land acquisition, capital projects, construction management, grant preparation, and long-term policy planning.

RECREATION

This division provides inclusive programs that promote physical, mental, and social wellbeing. It also organizes community events such as Celebrate Kirkland, Harvest Festival, Día de Los Muertos, and Lunar New Year. The division collaborates with the Kirkland Senior Council.

SPECIAL EVENTS

This division manages permitting and support for neighborhood and citywide events, ensuring compliance and safety. It also oversees the Juanita Friday Market.



67 Employees















- Heritage Hall
- Kirkland Cemetery
- · Kirkland Teen Union Building
- North Kirkland Community
- Peter Kirk Community Center

FINANCIAL OVERVIEW

2024 OPERATING EXPENSE BUDGET: \$19,732,700

GENERAL FUND



74% \$14,605,013

The General Fund is the department's largest funding source. Revenue comes from property, sales, and other taxes as well as charges for goods and services such as recreation programs, and from license and permit fees.

GENERAL FUND REVENUE

Aquatics	Concessions	Juanita Friday Market	Marina	Recreation	Rentals	Special Events
\$350,085.98	\$60,436.05	\$23,850	\$121,182.93	\$1,945,465.92	\$408,629	\$74,671.31

MAINTENANCE LEVY (2002)



Approved by voters in 2002, the Maintenance Levy funds operations and upkeep at parks such as Juanita Beach, Carillon Woods, North Rose Hill Woodlands, and select Lake Washington School District athletic fields. It supports landscaping, athletic field maintenance, restrooms, trails, and other repairs.

PARKS LEVY (2012)



15.5% \$3,055,584

The Parks Levy was approved by Kirkland voters in 2012. This levy restored beach lifeguards, funded maintenance at neighborhood parks, and supports O.O. Denny Park, the Cross Kirkland Corridor, the Green Kirkland Partnership, and upkeep of sports courts and playgrounds.

CEMETERY FUND



0.2% \$30,033

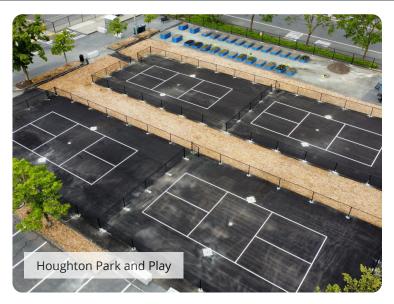
The Cemetery Fund covers funeral services, interments, marker installations, and general cemetery infrastructure. Landscaping and general upkeep is funded by the General Fund.





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2024 HIGHLIGHTS



HOUGHTON PARK AND RIDE TRANSFORMATION

The City transformed the former Houghton Park and Ride into the temporary Houghton Park and Play, providing new recreation space for the community. A ribbon cutting on August 8, 2024, celebrated the site's opening. Features include community gardens, pickleball courts, a modular skate park, and a modular pump track.

Learn more: kirklandwa.gov/houghton-park-and-play



KIRKLAND TEEN UNION BUILDING (KTUB)

After a four-year hiatus, KTUB reopened on September 3, 2024, offering programs and support for middle and high school youth. Operated by Parks and Community Services in partnership with 4 Tomorrow and Youth Eastside Services, the reopening celebration included a ribbon cutting, proclamation of Teen Mental Health Awareness Day, food, art, games, and live music by local teens.

Learn more: kirklandwa.gov/KTUB



AEDS IN PARKS

In 2024, the City installed automated external defibrillators (AEDs) at seven parks with athletic fields, courts, and other active amenities: 132nd Square, Crestwoods, Everest, Juanita Beach, Marina, Peter Kirk, and Totem Lake. The Crestwoods unit was funded by Project 100. AEDs are safe and simple to use, providing verbal instructions and delivering a shock only if needed.

Learn more: kirklandwa.gov/parkaeds

HUMAN SERVICES

2024 HEALTH FAIR

Kirkland contracted with King County Promotores Network to host the fourth annual Kirkland Health and Wellness Fair on September 28, 2024 at Juanita High School. This year over 1,150 community members took part in the event. This 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.

109 basic health screenings

44 community exhibitors



148 covid-19

54 volunteers

99 Naloxone units distributed



Human Services administered

\$2,267,658

in grants, supporting nearly 16,000 individuals in the following areas:



Housing Stability and Food Security \$1,386,148



Physical and Mental Health Care Services \$511,521



Community-Building & Supportive Relationships \$403,813



Safe Haven and Violence & Abuse Prevention \$152.591



Employment and Education \$78.834

HOMELESSNESS SUPPORT

In 2024, Kirkland expanded services to help residents experiencing homelessness find stability. New shower and laundry access opened at Lake Washington United Methodist Church, and the severe weather hotel voucher program was expanded to bring more people indoors during extreme conditions. The City also piloted several new approaches, including a mail service program to give residents a reliable address for critical documents, sanitation facilities along the Cross Kirkland Corridor, and a hotel set-aside program that provides short-term hotel rooms for people actively working with staff toward stable housing.



16 **
COLD-WEATHER
VOUCHERS



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PARKS MANAGEMENT

IN 2024, THE 2012 PARKS LEVY FUNDED \$1,916,179 FOR PARKS MANAGEMENT AND OPERATIONS.

Parks Management keeps Kirkland's parks safe, welcoming, and beautiful. Crews work year-round to maintain parks, support special events, and assist with construction projects.

2024 Highlights:

- Removed the decommissioned pump house from the east end of Juanita Bay Park.
- Added inclusive play features at North Kirkland Community Center Park, 132nd Square Park, and Totem Lake Park, including three musical instruments and a communication board, thanks to the support of BSA Scout Evan Frank and Troop 565.
- Staff and dedicated volunteers overhauled the Juanita Beach volleyball courts including changing the orientation by 90 degrees.
- Installed a new drinking fountain at Juanita Bay, funded by the Kirkland Community Foundation.
- Hosted the Little League Junior Softball World Series at Everest Park.
- Partnered with City Fruit to care for McAuliffe Park's orchard, harvesting 636 pounds of apples for local food banks and pruning 20+ trees.





TOTAL LABOR HOURS WORKED BY PARKS MAINTENANCE STAFF



PER ACRE

budget per acre of space maintained



Water from Lake Washington used to irrigate waterfront parks saved the city over \$60,000





THE 2012 PARKS LEVY FUNDED OVER \$900,000 FOR THE GREEN KIRKLAND PARTNERSHIP IN 2024.

1,832 Individual Volunteers

Volunteer 7,609

164 Stewardship Events



The Green Kirkland Partnership continues Kirkland's commitment to restoring natural areas in parks

9 NEW acres in restoration

total acres in restoration

334

5,642 Native Plants
Planted

CAPITAL INVESTMENTS









FISK FAMILY PARK

In May, staff and Park Board finalized a site plan for the property including stabilization of the "little red cottage". Staff replaced the roof of the cottage and performed other minor security and structural support. Planned improvements include a soft-surface trail and picnic tables.

LAND ACQUISITION

In November, the City expanded Juanita Heights Park by acquiring five parcels totaling 2.67 acres, preserving valuable forested land. Later that month, Daniel and Amy Wong donated 4,142 square feet of beach property to expand O.O. Denny Park, including the outfall of Denny Creek.

EVEREST PARK PLAYGROUND

Everest Park was selected as the next playground replacement, with installation planned for spring 2025. Staff gathered community feedback at City Hall for All and Lakeview Elementary and worked with a playground manufacturer to refine a baseball-themed design. This ongoing program invests in replacing aging playgrounds citywide.

CAPITAL IMPROVEMENT PROGRAM (CIP) PROJECTS

Multiple capital projects started design in 2024 and will continue in 2025 and 2026 including

- Marina Park Dock and Shoreline Renovations
- Everest Park Restroom Replacement
- O.O. Denny Park Picnic Shelter

THE 2012 PARKS LEVY PROVIDES FUNDING FOR THE ONGOING UPKEEP AND OPERATIONS OF PARK FACILITIES.

2012 PARKS LEVY PRIORITIES	
Dock and Shoreline Renovations	ongoing
City-School District Playfields Partnership	\checkmark
Juanita Beach Bathhouse Renovation	\checkmark
Edith Mouton Park Renovation	\checkmark
Waverly Beach Park Renovation	\checkmark
Cross Kirkland Corridor Interim Trail	\checkmark
Open Space and Park Land Acquisition	ongoing

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RECREATION



RECREATION SCHOLARSHIPS

Kirkland offers high-quality affordable recreation for all ages and abilities. Recreation scholarships help reduce financial barriers for qualifying households.

\$23,692 SCHOLARSHIP

FUNDS USED

\$9,587
SCHOLARSHIP
DONATIONS
RECEIVED

2,349 RECREATION PROGRAMS



25,946
RECREATION
PARTICIPANTS



10,391
ATHLETIC FIELD
HOURS RESERVED

6,588
PICNIC SHELTER
HOURS RESERVED

SENIOR SERVICES

The Peter Kirk Community Center offers health, wellness, and support for older adults through partnerships and onsite staff.

5,409
SENIOR
MEALS SERVED

5,907
SENIOR SERVICE APPOINTMENTS



THE 2012 PARKS LEVY FUNDED \$186,857 IN 2024 FOR BEACH LIFEGUARDS IN KIRKLAND.



87,391
BEACH VISITORS
(JUNE 28- SEPT. 2)

19,198 OPEN SWIM ENTRIES



627
LIFEJACKETS
LOANED



17 BEACH RESCUES BY LIFEGUARDS

RECREATION - COMMUNITY EVENTS

COMMUNITY BUILDING

The department hosts cultural and inclusive events that bring Kirkland together while supporting local businesses. In 2024, more than 41,000 people attended events like Harvest Festival, Celebrate Kirkland, See Spot Splash, Día de los Muertos, Lunar New Year, and Movies in the Park.

LUNAR NEW YEAR

Kirkland's 2nd annual Lunar New Year drew crowds to the Peter Kirk Community Center, transformed with dragons, lanterns, and oranges for the Year of the Dragon. Activities included zodiac mask-making, crafts, and cultural performances, culminating in a lion and dragon dance.

CELEBRATE KIRKLAND PARADE - 25TH ANNIVERSARY

The Fourth of July parade marked its milestone year with added entertainment, from marching bands to dancing horses. More than 2,000 kids and families joined the Kids Parade, and commemorative stickers, magnets, and a community mural celebrated the day.

HARVEST FESTIVAL

The 4th annual Harvest Festival welcomed a record 8,000+ attendees for live music, artisan vendors, contests, pony rides, and kids' activities. Expanded transportation options, including a shuttle and bike valet, made the event more accessible.

DÍA DE LOS MUERTOS

Over 500 people gathered at Peter Kirk Community Center for Kirkland's 3rd annual Día de los Muertos. Guests enjoyed traditional food, music, and dance, including Los Chinelos, student performances, and Baile Folklore Colibri. At the heart of the celebration was a community ofrenda honoring loved ones.









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SPECIAL EVENTS

Kirkland's parks came alive in 2024 with everything from concerts and cycling to cultural festivals and theater in the park. The community welcomed the 7 Hills of Kirkland bike ride and the Kiwanis Easter Egg Hunt, alongside new favorites like the Feriton Spur Summer Event Series and four seasonal celebrations from the PNW Witches' Market.

Special Event permits





Night Out

permits

National

















JUANITA FRIDAY MARKET

The City's farmers market celebrated its 18th season at Juanita Beach Park, drawing neighbors together in a safe, inclusive, and welcoming space. Shoppers enjoyed goods from 47 diverse vendors, representing more than 15 cultures, with everything from baked goods and berries to flowers and even home-grown peanuts.



\$350,000





ADVISORY GROUPS

PARK BOARD



In 2024, the Park Board advised on activation plans for Houghton Park and Play, provided feedback on the Everest Park restroom design, and provided input on future development plans for Fisk Family Park. Board members also supported the installation of a new mural at Totem Lake Park and attended the ribbon cutting for the new AED installation at Crestwoods Park.

HUMAN SERVICES COMMISSION



The Human Services Commission reviewed a record 128 Human Services Grant applications and made funding recommendations to City Council in September 2024. The final 2025–2026 budget included a historic investment of \$6.28 million in human services grants over the biennium, reflecting the Commission's priorities and commitment to community well-being.

SENIOR COUNCIL



The Kirkland Senior Council (KSC) hosted educational programs on fraud prevention and emergency preparedness, attracting more than 120 participants. KSC also celebrated the creative talents of older adults through its annual Senior Art Show, held at Merrill Gardens, which featured over 200 works from more than 90 resident artists.

YOUTH COUNCIL



The 2023–2024 school year marked the return of the Kirkland Youth Summit for the first time since 2018. About 75 middle and high school students gathered at Lake Washington Institute of Technology for workshops focused on mental health and school safety. Insights from these discussions will guide the Youth Council's work plan for the next two years.

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2024 Kirkland City Council

Pictured from left to right: Neal Black, John Tymczyszyn, Penny Sweet Mayor Kelli Curtis, Amy Falcone, Deputy Mayor Jay Arnold, Jon Pascal

Park Board

Chair: Mike Holland | Vice Chair: Amy Ambrosini
Juliana Born | Tammy Cohen
Katherine Kearny | Jared Silvia
Crystal Thimsen | Anika Joshi (Youth)

Human Services Commission

Chair: Gabriela Lopez Vazquez
Vice Chair: Sriram Rajagopalan | Gildas Cheung
Jory Hamilton | Melantha Jenkins | Cristian Liu
Chloe Sow (Youth)

kirklandwa.gov/Government/Boards-and-Commissions

Kirkland Senior Council

kirklandwa.gov/seniorcouncil

Kirkland Youth Council

kirklandwa.gov/youthcouncil

City Leadership

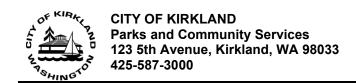
City Manager: Kurt Triplett
Deputy City Manager: Jim Lopez
Deputy City Manager: Julie Underwood

Parks and Community Services

Director: Lynn Zwaagstra
Deputy Director: John Lloyd
Parks Operations Manager: Jason Filan
Recreation Manager: Sara Shellenbarger
Human Services Manager: Jen Boone

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: It is the City of Kirkland's policy to ensure full compliance with Title VI of the Civil Rights Act of 1964 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 programs and activities. Any person who believes his/her Title VI protection has been violated, may file a complaint with the City of Kirkland.

To request an alternate format or for questions about Kirkland's Title VI Program please call 425-587-3011 or email titlevicoordinator@kirklandwa.gov



To: Park Board

From: Emily Lima Welch, Administrative Assistant

John Lloyd, Deputy Director

Date: November 19, 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:

<u>Fisk Family Park Ribbon Cutting</u> Thursday, November 20 2025, 11 AM – 12 PM Fisk Family Park

Description: Join us for a ribbon cutting to celebrate the newest addition to the City of Kirkland park system¹.

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 website².



¹ https://www.kirklandwa.gov/Whats-Happening/Community-Events/Parks-and-Community-Services/Fisk-Family-Park-Ribbon-Cutting

² https://www.kirklandwa.gov/Whats-Happening/Community-Events/Parks-and-Community-Services/Special-Events-Division/Winterfest-Tree-Lighting-Celebration

Community Bonfires at the Park

Sunday, November 30 2025, 4:35 PM – 4:55 PM at O.O. Denny Park Saturday, December 20 2025, 5:35 PM – 5:55 PM at Juanita Beach Park Monday, December 22 2025, 2:10 PM – 2:30 PM at Marina Park

Description: Kirkland Parks and Community Services warmly welcome the community to enjoy bonfires hosted by City staff that accompany Argosy Cruises' Christmas Ship Festival stops at waterfront parks. Find more information on our website³.

Google Lights

Friday, December 5 2025, 5 PM - 6 PM

Feriton Spur Park

Description: Celebrate the season with sparkle and joy at the annual Google Holiday Lights kick-off! It's a night full of festive magic the whole community will love. Full details are online⁴.

Grand Menorah Lighting

Sunday, December 14 2025, 4 PM - 5 PM

Marina Park

Description: Join Chabad of Kirkland to celebrate Chanukah. This community-wide holiday celebration will feature a menorah lighting, singing, games, and other surprises. All are welcome to join the festivities! For more information, please visit the event page on the City's website⁵.

<u>Green Kirkland Stewardship Events</u> Various Dates, Times, & Locations Various Sites

Description: 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 online⁶.



³ https://www.kirklandwa.gov/Whats-Happening/Community-Events/Parks-and-Community-Services/Community-Bonfires-at-the-Park

⁴ https://www.kirklandwa.gov/Whats-Happening/Community-Events/Parks-and-Community-Services/Special-Events-Division/Google-Holiday-Lights

⁵ https://www.kirklandwa.gov/Whats-Happening/Community-Events/Parks-and-Community-Services/Special-Events-Division/Grand-Menorah-Lighting

⁶ https://www.kirklandwa.gov/Government/Departments/Parks-and-Community-Services/Green-Kirkland-Partnership/Event-Calendar